

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

AGENDA

DATE: Wednesday, March 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 – March 4, 2015
 - (b) Closed Council Meeting –March 4, 2015
 - (c) Public Meeting Minutes – Dave Hamilton - January 21, 2015

4. Business Arising Out of the Minutes.

5. **PUBLIC MEETINGS**

None.

6. **COMMUNICATIONS**

1. **CBM Aggregates
Roszell Pit – Pit License No. 625189
6618 Roszell Road**
 - (a) Report from Dance Environmental Inc. regarding 2014 Ecological and Aquatic Monitoring Report Roszell Pit, Puslinch Township ARA License No. 625189 dated December 22, 2014.
 - (b) Correspondence from GWS Ecological & Forestry Services Inc. regarding 2014 Ecological and Aquatic Monitoring Report for the Roszell Pit dated February 27, 2015.



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2. **CBM Neubauer Pit, License No. 625284
Part Lot 27, Concession 1**

- (a) Correspondence from Groundwater Science Corp. regarding 2014 Groundwater Monitoring Summary, CBM Neubauer Pit, License No. 625284, Part Lot 27, Concession 1, Puslinch Township dated January 27, 2015.
- (b) Correspondence from Harden Environmental regarding Neubauer Pit – 2014 Monitoring Report dated February 11, 2015.

3. **Highway 6, Morriston Bypass**

- (a) Correspondence from Minister of Transportation, Steven Del Duca to Ted Arnott, MPP, Wellington-Halton Hills dated February 17, 2015.

≠ 4. **Wellington County Trail Funding Program**

- (a) County of Wellington Planning Committee Report regarding Wellington County Trail Funding Program dated February 12, 2015.

A resolution has been prepared that staff note for the 2016 Budget the Parkland Trail Development Project at the Puslinch Community Centre lands be funded in part through the Wellington County Trail Funding Program.

≠ 5. **Aggregate Assessment Appeals**

- (a) Correspondence from the Township of Puslinch to Municipal Property Assessment Corporation regarding Valuation of Aggregate Producing Properties dated March 18, 2015.

A Resolution has been prepared requesting Council to support sending this letter.

6. **Niska Road Bridge Improvements**

- (a) Information package regarding Municipal Class Environmental Assessment for Niska Road Bridge Improvements – Public Information Centre #1, November 27, 2014.



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7. **Badenoch Community Centre Committee**

- (a) Correspondence from Victoria Bamforth regarding Badenoch Community Centre Board Members dated March 9, 2015.

A By-Law has been prepared to appoint the members.

≠ 8. **Intergovernmental Affairs**

- (a) Various correspondence for review.

7. **DELEGATIONS/PRESENTATIONS**

None.

8. **REPORTS**

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

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

- ≠ (b) Report FIR-2015-001 – Fire Dispatch Services Agreement with City of Guelph.

2. **Finance Department**

- ≠ (a) Report FIN-2015-010 – Remuneration and Expenses Paid to Members of Council and Others During the Year 2014

- ≠ (b) Report FIN-2015-011 – Temporary Borrowing By-law

- ≠ (c) Report FIN-2015-012 – 2014 Development Charges

- ≠ (d) Report FIN-2015-013 – Council One Third Tax Free Allowance

- ≠ (e) Report FIN-2015-014 – Treasurer's Investment Report for 2014

- ≠ (f) December, 2014

- i. Financial Report as of December 31, 2014
ii. Cheque Register –December 1, 2014 to December 31, 2014



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(g) January, 2015

- i. Financial Report as of January 31, 2015
- ii. Cheque Register – January 1, 2015 to January 31, 2015
- iii. Voided Cheque Register January 1, 2015 to January 31, 2015
- iv. Financial Report By Department – January, 2015
- v. Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – January 2015

3. **Administration Department**

None.

4. **Planning and Building Department**

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(a) Chief Building Official Report – February 2015

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(b) Report PD-2015-006 - Agreement with R&C Holdings Inc. and 2120826 Ontario Ltd. – Part Lot 20, Concession 7

5. **Roads & Parks Department**

None.

6. **Recreation Department**

None.

9. **NOTICES OF MOTION**

None.

10. **COMMITTEE MINUTES**

None.

11. **MUNICIPAL ANNOUNCEMENTS**

12. **CLOSED MEETING**

None.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
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13. **UNFINISHED BUSINESS**

≠ 14. **BY-LAWS**

- (a) A by-law to authorize the entering into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing in order to participate in the Ice Storm Assistance Program **(Resolution 2015-061)**
- (b) A by-law to authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2015. **(Report FIN-2015-011)**
- (c) A by-law to appoint members to the Badenoch Community Centre Committee and repeal by-laws 27/12 and 8/13.
- (d) A by-law to authorize the entering into an Agreement with R&C Job Holdings Inc. and 2120826 Ontario Inc. **(Report PD-2015-006)**

≠ 15. **CONFIRMING BY-LAW**

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

≠ 16. **ADJOURNMENT**



MINUTES

DATE: Wednesday, March 4, 2015

TIME: 12:30 P.M.

The March 4, 2015 Regular Council Meeting was held on the above date and called to order at 12:30 p.m. in the Council Chambers, Aberfoyle.

1. ATTENDANCE:

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

STAFF IN ATTENDANCE:

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

OTHERS IN ATTENDANCE

1. Marc Reid
2. Kathy White

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

None.

3A. CLOSED MEETING

Council was in closed session from 12:34 p.m. to 12:39 p.m.

Council recessed from 12:40 p.m. to 1:00 p.m.

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees, litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – 11 Lake Avenue
- (b) Confidential Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Krayishnik – 6643 Concession 2.

Resolution No. 2015-079: Moved by Councillor Stokley and
Seconded by Councillor Fielding

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

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees, litigation or potential litigation, including matters before administrative tribunals affecting the



municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – 11 Lake Avenue

- (b) Confidential Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Krayishnik – 6643 Concession 2.

CARRIED

Resolution No. 2015-080: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council move into open session.

CARRIED

Resolution No. 2015-081: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That the Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees, litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – 11 Lake Avenue be received.

CARRIED

Resolution No. 2015-082: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That the Confidential Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Krayishnik – 6643 Concession 2 be received.

CARRIED

3. **ADOPTION OF THE MINUTES:**

Resolution No. 2015-083: Moved by Councillor Stokley and
Seconded by Councillor Fielding

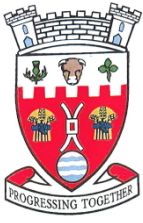
That the minutes of the following meetings be adopted as written and distributed:

- (a) Council Meeting – February 18, 2015
- (b) Council Budget Meeting – February 18, 2015

CARRIED

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

None.



5. **PUBLIC MEETINGS:**

***note this meeting will be held on March 11, 2015 at 7:00 p.m. Municipal Complex, 7404 Wellington Rd 34.**

- (a) Notice of Public Meeting –March 11, 2015
- (b) Report PD-2015-004- Public Meeting – Site Alteration File L04/REI Marc & Andrea Reid – 7827 Wellington Road 36

Council requested that given the interest being expressed on this matter and in order to facilitate seating requirements, that the location of the Public Meeting be changed from the Township offices to the Puslinch Community Centre. Staff advised that the Community Centre was available that evening and arrangements would be made to change the location of the meeting.

6. **COMMUNICATIONS:**

1. **Source Protection Municipal Implementation Fund**

- (a) Draft Correspondence from Township to Minister of the Environment and Climate Change regarding Source Protection Municipal Implementation Fund.

Karen Landry CAO/Clerk indicated that as discussed during the 2015 Budget discussions the funds for the Source Protection Municipal Implementation Funding must be spent by December 31, 2015. Given that a number of the Source Water Protection Plans will not be approved to late 2015, the Township, along with the support of the County of Wellington are recommending that a letter be provided to the Minister of the Environment and Climate Change requesting an extension, in order to allow sufficient time to complete funding eligible activities.

Resolution No. 2015-084: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the draft correspondence from the Township to the Minister of the Environment and Climate Change regarding Source Protection Municipal Implementation fund; and

That Council supports the provision of this letter; and

That staff forward the correspondence to the Minister of the Environment and Climate Change.

CARRIED

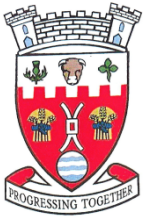
2. **Ontario Drinking Water Systems**

- (a) 2014 –Optional Annual Report Template for Township of Puslinch.

Resolution No. 2015-085: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive and approve the Ontario Drinking Water Systems – Annual Report Template for Puslinch Community Centre, Township of Puslinch, SMNR – Small Municipal Non-Residential – January 1, 2014 to December 31, 2014.

CARRIED



3. **Memorial Dedication Provincial Highway**

- (a) Correspondence from Ted Arnott, MPP Wellington-Halton Hills regarding Township support – renaming of Highway 6 – the “Jack Johnson Memorial Highway”.

Resolution No. 2015-086: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council receive the correspondence from Ted Arnott, MPP Wellington-Halton Hills regarding Township support – renaming of Highway 6 – the “Jack Johnson Memorial Highway” and

That Council supports the renaming of Highway 6 – the “Jack Johnson Memorial Highway”; and

That Staff provide Ted Arnott, MPP with a copy of this Resolution.

CARRIED

4. **University of Guelph – Mill Creek Pit – Licence No. 5738
Lots 21-24, Conc. 2 – 7115 Concession 2**

A notation was made that although the subject line of the correspondence received from the Ministry of Natural Resources and Forestry indicated “Phase 4” that the information contained in the body of the correspondence related to “Phase 5”.

- (a) Correspondence from Ministry of Natural Resources and Forestry regarding Approval to commence extraction in new Phase 4, Mill Creek Operation, License #7538, Part Lots 21-24, Concessions 1 & 2, Township of Puslinch, County of Wellington.

5. **Mini Lakes Mobile Home Community**

- (a) Report from Stantec Consulting Ltd. regarding Mini Lakes Mobile Home Community Quarterly Monitoring Program – 4th Quarter 2014 dated January 30, 2015.
- (b) Correspondence from GM Blue Plan Engineering regarding review of Mini Lakes Mobile Home Community Quarterly Monitoring Program 4th Quarter 2014 dated February 25, 2015

6. **Wellington County Farm Safety Committee**

- (a) Karen Landry – Change in Committee Appointment.

Resolution No. 2015-087: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Mayor Dennis Lever resign from his appointment as Township of Puslinch representative of the Wellington County Farm Safety Committee; and

That Council appoint County Councillor, Don McKay, as the Township of Puslinch representative on the Wellington County Farm Safety Committee; and

That staff advise the Wellington County Farm Safety Committee of this appointment.

CARRIED



7. **Intergovernmental Affairs**

(a) Various correspondence for review.

Resolution No. 2015-088: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That the correspondence items listed on the Council Agenda for March 4, 2015 Council meeting be received.

CARRIED

7. **DELEGATIONS/PRESENTATIONS**

1. Mr. Steve Langlois regarding Township Draft Recreation and Parks Master Plan.

Mr. Langlois made a presentation to Council with respect the draft recommendations contained in the Recreation and Parks Master Plan regarding the areas of: service delivery, community centers, sports fields, Puslinch Community Centre park land expansion, parks open spaces, trails and other park amenities. Mr. Langlois advised Council of the next steps to be taken in the presentation of the draft plan to the community and finalization of the Recreation and Parks Master Plan.

Council thanked Mr. Langlois for his presentation. Council advised that the recommendations with respect to branding and creation of the recreation inventory are welcomed recommendations, but did indicate that some of the recommendations presented may be considered controversial and stressed the urgency to seek and engage the public and stakeholder's input before a final plan is presented.

Resolution No. 2015-089: Moved by Councillor Bulmer and
Seconded by Councillor Roth

That Council receive the presentation from Mr. Steve Langlois, Principal Planner, Monteith Brown Planning Consultants regarding the Recreation and Parks Master Plan.

CARRIED

2. Ms. Sally Slumskie, Partner and Mr. Thomas DiCarlo, Manager at BDO Canada LLP regarding 2014 Township of Puslinch Financial Statements.

Mr. DiCarlo made a presentation with respect to the 2014 Financial Statements. Ms. Slumskie made a presentation to Council which provided highlights of the final year end letter to Council.

Council requested that staff obtain a copy of the power point presentation and a copy be placed on the Township's website.

Mayor Lever requested clarification to the information contained in the slide regarding cash available and requested that the slide be amended to present the information from left to right, so as to provide a clearer understanding.

Resolution No. 2015-090: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council receive the presentation from Ms. Sally Slumskie, Partner and Mr. Thomas DiCarlo, Manager at BDO Canada LLP regarding 2014 Township of Puslinch Financial Statements; and



That Council receive the Final Year End Letter to Council regarding the Audit of the amended Financial Statements for the year ended December 31, 2014, from BDO Canada LLP dated March 4, 2015.

CARRIED

8. REPORTS:

1. Puslinch Fire and Rescue Services

None.

2. Finance Department

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

Resolution No. 2015-091: Moved by Councillor Bulmer and
Seconded by Councillor Roth

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

Year	Application #	Roll #	Write Off Amount
2014	02/15	4-02302	\$232.05
2014	01/15	4-02302	\$2,462.36
2014	03/15	2-05715	\$9,275.20

CARRIED

(b) Report FIN-2015-008- Rural Economic Development Program – Township of Puslinch Community Improvement Plan – Execution of Agreement.

Resolution No. 2015-092: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Report FIN-2015-08 regarding the Rural Economic Development Program – Township of Puslinch Community Improvement Plan - Execution of Agreement be received; and

That Council enact a By-law authorizing the entering into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs in order to participate in the Rural Economic Development Program as outlined in Schedule A to Report FIN-2015-08.

CARRIED

(c) Report FIN-2015-009 - 2015 Remuneration By-laws

Resolution No. 2015-093: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Report FIN-2015-09 regarding 2015 Remuneration By-laws be received; and

That Council enact a By-law to establish the rates of remuneration to Staff as outlined in Schedule A to Report FIN-2015-09; and



That Council enact a By-law to establish the rates of remuneration to members of Council, Committees and other Appointments as outlined in Schedule B to Report FIN-2015-09.

CARRIED

3. Administration Department

None.

4. Planning and Building Department

None.

5. Roads & Parks Department

None.

6. Recreation Department

None.

9. NOTICE OF MOTION:

None.

10. COMMITTEE MINUTES

- a) Recreation Committee – December 16, 2014
- b) Fire and Rescue Committee – November 19, 2014

Resolution No. 2015-094: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That Council hereby receives the following minutes as information:

- (a) Recreation Committee – December 16, 2014
- (b) Fire and Rescue Committee – November 19, 2014

CARRIED

11. MUNICIPAL ANNOUNCEMENTS

ROMA/OGRA Conference – February 22 to 25, 2015

Councillor Fielding advised that she attended a number of interesting and informative sessions at the conference including a session on social media and the upcoming challenges faced by municipalities. Councillor Fielding advised that she also attended the Minister's Forum and an interesting presentation from Minister of Municipal Affairs and Housing Ted McMeekin regarding caring for the homeless.

Councillor Bulmer advised that he attended a number of interesting sessions at the conference. Councillor Bulmer advised that he together with Councillor Fielding also attended the TAPMO meeting. Councillor Bulmer thanked Mayor Lever for the invitation to the meeting and commented that there were a number of interesting items on the Agenda. Councillor Bulmer requested that future TAPMO Agendas be circulated to Council for their discussion and to provide feedback and comments on behalf of the Township to the committee.



Councillor Bulmer advised that he attended an interesting session on Economic Development but was disappointed that the presentation did not include any case studies. Councillor Bulmer attended sessions on accessible public spaces and active transportation. Councillor Bulmer indicated that Public Health Units may be able to assist with funding opportunities for active transportation initiatives.

Mayor Lever advised that he also attended the conference as well as the TAPMO meeting. Mayor Lever was pleased to see a lot of new faces at the TAPMO meeting and had an opportunity to meet a number of the new Mayors.

Mayor Lever advised that he also attended a number of interesting and informative sessions at the conference including a session on new municipal revenue tools and information regarding how municipal items should be funded. Mayor Lever advised that information regarding the session would be posted on ROMA/OGRA website and requested that once available this information be included in a Council package.

Mayor Lever indicated the other interesting sessions he attended included: Engineers without Borders, Minister's Forum, including information regarding a review of the Ontario Municipal Board and review of all legislative plans in GTA area. Mayor Lever also attended breakout sessions regarding managing excess soil.

Grand River Conservation Authority Annual General Meeting

Mayor Lever advised that he attended the AGM on Friday, February 27th where the Board passed their 2015 Budget.

Grand River Source Protection Plan Public Consultation – Meeting Location Change

Mayor Lever advised that after completion of the March 4, 2015 Council Agenda Package that the Township received notice that the March 31, 2015 meeting to be held in Fergus will now be held at the Centre Wellington Sportsplex, 550 Belsyde Avenue E. Fergus, in the Unity Hall beginning at 7 p.m. and not the Aboyne Hall as previously announced. All other meeting locations remained unchanged.

City of Cambridge Black Bridge Road Public Information Centre

Mayor Lever advised that after completion of the March 4, 2015 Council Agenda package, the Township received notice that as part of the Environmental Assessment process being conducted by the City of Cambridge, that a Public Information Centre will be held on Monday, March 9, 2015 from 4 p.m. to 8 p.m. with a presentation to be made at 7 p.m. at the Holiday Inn Cambridge Hespeler Galt, 200 Holiday Inn Drive, Cambridge.

12. CLOSED MEETING

See Item No. 3A

13. UNFINISHED BUSINESS

None.

14. BY-LAWS:

- (a) A by-law to authorize the entering into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture and Food and Rural Affairs – Rural Economic Development Program for the Community Improvement Plan;
- (b) A by-law to establish the Working Reserves and Reserve Funds for the Corporation of the Township of Puslinch and repeal By-Law No. 023/14.



- (c) A by-law to establish the rates of remuneration for Staff of the Corporation of the Township of Puslinch ("Township") and to repeal By-law No. 034/14.
- (d) A by-law to establish the remuneration payable to Council, Committees, and other Appointments of the Corporation of the Township of Puslinch ("Township") and repeal By-law No. 035/14. (Resolution No. 2015-076 and Report FIN-2015-009)

Resolution No. 2015-095: Moved by Councillor Roth and
Seconded by Councillor Bulmer

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

- (a) By-Law **19/15** being a by-law to authorize the entering into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture and Food and Rural Affairs – Rural Economic Development Program for the Community Improvement Plan.
- (b) By-Law **20/15** being a by-law to establish the Working Reserves and Reserve Funds for the Corporation of the Township of Puslinch and repeal By-Law No. 023/14.
- (c) By-Law **21/15** being a by-law to establish the rates of remuneration for Staff of the Corporation of the Township of Puslinch ("Township") and to repeal by-law No. 034/14.
- (d) By-Law **22/15** being a by-law to establish the remuneration payable to Council, Committees, and other Appointments of the Corporation of the Township of Puslinch ("Township") and repeal By-law No. 035/14.

CARRIED

15. **CONFIRMING BY-LAW**

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

Resolution 2015-096: Moved by Councillor Bulmer and
Seconded by Councillor Roth

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

- By-Law **23/15** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 4th day of March, 2015.

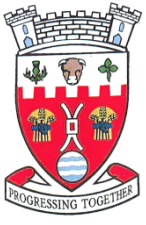
CARRIED

16. **ADJOURNMENT:**

Resolution No. 2015-097: Moved by Councillor Roth and
Seconded by Councillor Bulmer

That Council hereby adjourns at 3:29 p.m.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
March 4, 2015 COUNCIL MEETING

Karen Landry, CAO Clerk



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
PUBLIC MEETING MINUTES

DATE: Wednesday February 11, 2015

TIME: 7:00 p.m.

PLACE: Puslinch Municipal Complex

FILE NUMBER: D14/HAM – Bill & Lisa Hamilton

MEMBERS: Councillor Matthew Bulmer - Chair
Councillor Susan Fielding
Councillor Ken Roth
Councillor Wayne Stokley

The Chair welcomed those attending the Public Meeting.

The Chair advised that purpose of the Public Meeting is to inform and provide the public with the opportunity to ask questions, or to express views with respect to the Zoning By-law Amendment commenced by the Applicant: Bill and Lisa Hamilton, regarding their property located at 7652 Wellington Road 34.

The Chair advised that the members of Council are here to observe and listen to public comments; however, they will not provide a position on the matter.

Kelly Patzer, on behalf of the Chair, informed attendees when Council makes a decision, should you disagree with that decision, the Planning Act provides you with an opportunity to appeal this application to the Ontario Municipal Board for a hearing. Please note that if a person or public body does not make oral submissions at a public meeting or written submissions to the Township of Puslinch before the decision is made, the person or public body is not entitled to appeal the decision of the Township of Puslinch to the Ontario Municipal Board. In addition, if a person or public body does not make an oral submission at a public meeting, or make written comments to the Township of Puslinch before the decision is made, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

The Chair noted that the Planning Act requires that at least one Public Meeting be held for each development proposal.

The Chair instructed the format of the Public Meeting is as follows:

- The applicant will present the purpose and details of the application and any further relevant information.
- Following this the public can obtain clarification, ask questions and express their views on the proposal.
- Council will then have the opportunity to obtain clarification and ask questions of the applicant
- The applicant and staff will attempt to answer questions or respond to concerns this evening. If this is not possible, the applicant and/or staff will follow up and obtain this information. Responses will be provided when this matter is brought forward and evaluated by Council at a later date.

Presentations

Brian Beatty of Black, Shoemaker, Robinson and Donaldson, agent for Bill and Lisa Hamilton, introduced the proposed zoning amendment to permit a landscaping business on the property. He displayed a location map and described the buildings on the subject property which include a metal clad building that is used for material and vehicle storage and a converted barn used for storage. Brian Beatty noted that there are wetlands and Greenlands at the rear of the property.

Brian Beatty stated that the property was severed 3-4 years ago and a minor variance was applied for on the retained parcel to permit the accessory buildings to remain until a main dwelling was built. The building permit for the house lapsed and the landscaping contractor's yard has been operating for years without proper land use permissions. There are 2 – 3 deliveries a week to the property. Brian Beatty stated Bill Hamilton's business is Turf Plus which is located on Smith Street in Guelph.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING MINUTES

Brian Beatty confirmed that the Zoning By-law Amendment application incorrectly referenced a barn as a proposed permitted use.

Brian Beatty stated that the Chief Building Official's comments and Staff reports note Site Plan Control would be required for the use of a landscaping contractor's yard and that would address landscaping, screening, fire requirements and stormwater management.

Brian Beatty noted the County Planner had inquired to the nature of the business on the property and outlined that it is the storage of mulch, topsoil, rock and equipment such as a backhoe, skid steerer and small trucks to handle the material. There is one on-site employee, 2 yard lights in proximity to the workshop and delivery trucks coming to the property 2 – 3 times a week. Site Plan, berming, screening and fencing will enhance land use compatibility to the adjacent neighbouring property.

Brian Beatty concluded his presentation and welcomed questions from the gallery.

Questions/Comments

Sally Whittle of 7671 Wellington Road 34 lives across the road from the subject property and noted that the properties in the neighbourhood are expensive and questioned what will be done to protect neighbours from their property values going down and from a commercial business going in the middle of a residential area.

Brian Beatty stated that the Official Plan recognizes small scale commercial businesses and believes that it is difficult to speculate on the potential impacts. Brian Beatty indicated Site Plan Control can address the issues of compatibility.

Karen Dailous of 7658 Wellington Road 34 stated the property was severed October 2012 and a house was never built and a new driveway has not been constructed for the severed property. There have been as many as 30 trucks in one day to the property. Big loaders and a large sifting machine are located on the property. The noise is horrendous and equipment is run seven days a week. She bought the house for quiet country living but the noise is louder than a gravel pit.

Patricia Jones of 7664 Wellington Road 34 agrees with the noise created by the use on the property. At 6:30 a.m. noise is created by tailgates closing and the back-up beeping of trucks. After lunch they start washing gravel for 2 – 3 hours. The noise is irritating. She agrees with Sally Whittle in regards to the negative impact on property values and noted the increased truck traffic and the resulting safety concern for small children in the area.

Fred Quinton of 7671 Wellington Road 34 inquired if there is any opportunity for this to operate as a retail operation in the future. History of landscape operations is they can sell nursery products. Would this zone change allow that use?

Brian Beatty stated that there was no intention of having a retail operation on the property and the application makes clear the proposed permitted uses.

Ed Dailous of 7658 Wellington Road 34 asked if the berms would be like the ones at a gravel pit and noted everything said of the proposed landscaping of the property is speculation. He is unable to rest due to the noise. The materials on site could be contaminating the land. He has watched the business blossom into a heavy duty landscaping business that also operates on Sundays.

Brian Beatty stated he cannot speak to the required fencing but will work with the Township and the County. He is also unable to speak to the evolution of the business.

Karen Dailous stated there is no mention to the hours and/or days of operation of the business. The family uses the machinery at all times.

Mike Dube of 7646 Wellington Road 34 stated he is the neighbour on the other side of the Hamilton's and wishes to see this application go forward. One day 30 trucks did come in and he went next-door to ask what was going on. The owner addressed his concerns. He works during the day and is home in the evenings and does not find the noise disturbing.

Karen Dailous stated her driveway is 40 feet away from the Hamilton's. Proper Yards can be rented for landscaping uses.



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Michael Dailous of 7658 Wellington Road 34 lives next door to the Hamilton's. He asked what is being done to ensure there is no soil contamination to protect the surrounding agricultural farmed lands. He questioned what is going to be done to ensure the business meets any noise and hours of operation requirements.

Brian Beatty said a Hydrogeology Study would be done to ensure water quality. Noise readings could be taken to assess current noise levels as part of the technical review.

Kathy White stated that the Planning Report did not list any negative impacts and questioned how this can be assessed without any studies. She is opposed to the application to allow commercial uses in a residential area as they cause a disruption to life and can negatively affect the privacy of neighbours.

Kathy White questioned if the business in Guelph is adjacent to a residential area.

Bill Hamilton replied that the business is located on Smith Street in Guelph, next to a residential area.

Kathy White stated that the severance was granted and a house was never built on the property containing the accessory buildings, and questioned what happened to the \$20,000 deposit taken by the Township for the accessory buildings, and inquired if the property is assessed commercial or residential.

Kathy White stated the Grand River Conservation Authority (GRCA) has source water mapping that shows the lands are a significant ground water recharge area. She questioned how the equipment on the property is refueled, as no fuel storage is shown on the Site Plan.

Brian Beatty stated the GRCA had no objection to the application.

Kathy White asked if there has been a permit issued for the driveway on the severed lot. She questioned what a small scale operation is and what would prevent it from growing larger over the long term and have the taxes been paid as a residential or commercial property? She stated a zone change would be a permanent land use and the property would always be a landscape contractor's yard and the residents in the area would bear the burden.

Kathy White asked if there would be another Public Meeting for this application.

The Chair responded that the Township has at least one Public Meeting for every zone amendment application.

Sally Whittle stated the property is located in the Mill Creek Watershed and asked if the Friends of Mill Creek would comment on the application.

The Chair stated that Friends of Mill Creek do not comment on planning applications.

There were no further questions or comments and the Chair inquired if Council had any questions.

Councillor Roth thanked everyone for coming to the Public Meeting. He asked if there has been or plans to be any salt stored on the property.

Bill Hamilton responded no.

Councillor Stokley asked what the future uses of the barn are and questioned if it should possibly not be there as the Township has been caught in several scenarios where owners do not go in the original intended permitted direction which has resulted in past OMB Hearings.

Brian Beatty stated that the horses on the property have been sold and the barn will be used for storage.

Councillor Stokley noted no decision has been made, but any Site Plan Agreement would need to be iron-clad, including any hours of operation. The application needs to be resolved in a manner that is acceptable to the majority.

Councillor Fielding thanked everyone for attending; she shares a lot of their concerns, and stated Puslinch should be a place that is hospitable to residents in the community. She asked County Staff for clarification on the severance and zoning applications.

Aldo Salis explained that the consent application severed off a portion of the property with the single family dwelling and the accessory buildings remained on the remnant parcel where a



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single family dwelling was proposed. The Township had conditions of severance that were satisfied and the consent has been approved. In terms of a zoning application, it is the landowners right to file an application.

Councillor Fielding stated she has concerns with the water quality from the storage of materials on the property and doesn't fully understand how the house was not built on the property.

The Chair asked if the lands were to be un-severed would the uses of the buildings be permitted; and stated Puslinch does attract people due to the permission of home occupations but acknowledges this can be disruptive to some residents.

Bill Hamilton stated he purchased the property on Smith Street 8 months ago, but it is not large enough to fix his equipment, which is what he uses the accessory building on the property for.

Brian Beatty stated the Zoning By-law Amendment limits the property and use to one on-site employee. He does not have a handle on what would be considered small-scale versus medium scale, adding that the owner does not have any intention of adding any more structures.

The Chair inquired if there are any uses permitted under home occupations that would have similar impacts as a landscaping contractor's yard.

Brian Beatty stated that the Public Meeting Information Report listed the zoning permissions for home occupations.

The Chair stated he was unsure how effective Site Plan Control would be for a use that already exists as it is generally put in place prior to the use.

Brian Beatty responded Site Plan would better organize the property and address necessary buffering and screening and it would satisfy the need to be clear how activities are being conducted on the property. A Stormwater Management Report could address any flooding on the property.

Councillor Roth commented through the severance process a \$20,000 deposit was refunded when the Building Permit was issued for the proposed dwelling and asked if the applicant was going to reinstate the deposit since the house was not built.

Councillor Stokley commented that "scale" is an interesting point and asked if the scale of the operation has increased since the severance approval.

Bill Hamilton responded that the scale of the use has decreased since the severance. The main purpose of the shop is to maintain the large equipment and the screener has been removed.

Councillor Stokley inquired if the barn could also be used as a shop.

Bill Hamilton responded that the barn is too small, being a quarter to an eighth of the size of the shop.

Aldo Salis stated that a by-law could be drafted to restrict certain uses of the accessory buildings and limit the scale of the operation.

The Chair asked if there were any more questions or comments from the public.

Pat Quirk of 159 Dawn Avenue, Guelph, inquired if a house was located on the property would the landscaping contractor use be permitted.

Aldo Salis responded that Agricultural Areas in the Official Plan do permit small scale commercial operations.

Michael Dailous stated that it is an industrial use if machinery is being repaired on the property.

Kathy White questioned if equipment repair versus a contractors yard changes the application and noted concerns with fuel storage.

Bill Hamilton stated that he is maintaining his own equipment.

There were no further questions and the Chair called an end to the public meeting and advised that Council would not be taking action on this proposal tonight.

Brian Beatty stated he will work at compiling responses to the questions and comments made this evening.



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The Chair reminded the public to please sign in and register as a delegate to be informed of future public meetings.

Adjournment

The meeting adjourned at 9:10 p.m.

6.1(a)



**DANCE
ENVIRONMENTAL
INC.**

**2014
Ecological and Aquatic
Monitoring Report
Roszell Pit,
Puslinch Township.
ARA Licence No. 625189.**

CLERK	DATE
TO: S - Jan 7/15	
Copy	
Please Hand:	V. Connelly
For Your Information:	
Council Agenda	March 18/15
File	E10/cbm

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

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

December 22, 2014.
DE-382

1.0 BACKGROUND

Dance Environmental Inc. was retained on September 7, 2012 by CBM Aggregates to begin initial data collection on wetland vegetation, fish spawning, and sediment and erosion control monitoring in accordance with the site plans for the Roszell Pit, Puslinch Township.

The Roszell pit was approved for aggregate extraction prior to 2012. The Roszell Pit is licenced for extraction into the water table.

The Summer of 2012 was characterized as a hot dry summer with lower than average precipitation, resulting in low water levels in streams and rivers throughout much of Ontario.

Aggregate extraction started to take place at the Roszell Pit in 2013, the 2014 monitoring data therefore provides data during aggregate extraction from the pit.

2.0 PURPOSE OF MONITORING

The monitoring which was conducted during the Fall of 2012, and during the Spring and Fall 2013 and 2014 was conducted in order to meet ecological mitigation measures and ecological and aquatic monitoring requirements laid out in the site plan conditions for the Roszell Pit.

The ecological mitigation measures include:

1. The dripline of all forest systems of the pit should be flagged in the field, confirmed by relevant staff, surveyed and shown on the site plans (completely previously).
2. The limits of all wetland systems in proximity to the pit should be flagged in the field, confirmed by relevant staff, surveyed and shown on the site plans (completed previously).
3. The setback (for extraction above the water table) from the wetland system to the west of the site, i.e. lands associated with the Speed River Wetland Complex should be 30m from the limits of the wetland.
4. The setback (for extraction above the water table) from the dripline of the forest system to the west of the site should be 30m.
5. Sediment and erosion control measures should be established along the western limits of the site in areas adjacent to forest and wetland systems on and adjacent to the site. Sediment and erosion control measures should be established prior to soil stripping and berm construction in areas close to these natural features. Sediment and erosion control measures, i.e. silt fencing should be regularly inspected and maintained over the life of the pit. Siltation barriers will be inspected immediately after a significant rainfall event until such time as adequate vegetation has become established on berms or other features which could cause sediment to be introduced into the forest or wetland system adjacent to the site. The status of sediment and erosion control measures should be documented in the annual compliance assessment report.

6. Prior to final rehabilitation of the site, including final wetland rehabilitation, a Vegetation Management Plan will be prepared and submitted to the Ministry of Natural Resources, GRCA, and the Township of Puslinch. This report should provide details on the type, size, and location of native trees, shrubs and ground cover to be planted in selected areas of the site. On an annual basis, the health of the re-forestation project along the western portion of the site should be documented and submitted to the MNR as part of the annual compliance assessment report.
7. The ecological and aquatic monitoring, as determined by consultation with the MNR, will be implemented upon receipt of the licence.

Ecological and Aquatic Monitoring:

1. Frog call surveys will be undertaken in general accordance with the Canadian Wildlife Service's Marsh Monitoring Program at the Roszell wetland on an annual basis. Three evening visits will be completed when temperatures first exceed 6, 10 and 17°C. The results of these surveys will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
2. Salamander egg mass surveys will be conducted annually at the Roszell wetland. The results of this survey will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
3. During the spring high water period and the summer period, ecological inspections of the Roszell wetland and seepage areas of the Speed River Wetland Complex will be completed, focused on the wetland vegetation and flora. As part of these site inspections, photomonitoring (fixed point photography stations) and permanent 10X10 m vegetation monitoring plots will be established. Staff gauges may be established at some of the monitoring stations. Photo monitoring stations and vegetation monitoring plots will allow for repeated monitoring of events during baseline (pre-extraction), extraction and post-extraction conditions. The results of this survey will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
4. Prior to the initiation of below water table extraction at the site, a comprehensive report documenting existing baseline conditions of the Roszell wetland and seepage areas of the Speed River Wetland Complex will be completed, focused on wetland vegetation, flora, and amphibian breeding habitat. The results of this survey will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
5. Prior to initiation of below water table extraction at Lake 3, (i.e., after Lakes 1 and 2 are in place), a comprehensive report documenting the Roszell wetland and seepage areas of the Speed River Wetland Complex will be completed, focused on wetland vegetation, flora, and amphibian breeding habitat. The results of this survey will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.

6. Should significant changes in wetland vegetation (composition and/or structure) and/or use by amphibian breeding (including population estimates) be detected at any phase of operations at the Roszell Pit, the licensee will contact the MNR immediately to discuss implications and to activate the contingency program, as set out in the hydrogeological recommendations. If changes are observed, then it will be important to establish whether or not any documented changes are directly related to the pit operation versus other potential causes.
7. Annual spawning surveys of Main Creek and Tributaries 7, 8, and 9 will be undertaken to record spawning activity. The results of these spawning surveys will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
8. Prior to opening the pit, the licensee will contact landowners south of Roszell Road to ask permission to access their lands for the purpose of documenting the wetland boundary and characterizing the condition of existing aquatic resource features, i.e. pond, wetland, watercourses. Documentation of these features will be done using methods which can be repeated in the future to assess the impact, if any, of adjacent extraction activities on these features.
9. If the licensee is denied access by these land owners, prior to opening Lake 3, the licensee will again ask permission to access these same lands and monitor as deemed necessary.

3.0 MONITORING METHODS

3.1 Erosion/Sediment Control Monitoring

As a result of the proximity of aggregate extraction to the Speed River Wetland Complex and the topographic relief to the west of the aggregate extraction area, sediment control measures were recommended in the site plans, during establishment of the pit.

Monitoring for the establishment and maintenance of sediment control measures was to be conducted immediately after significant rainfall events. Photos were to be taken of any significant sedimentation found. No erosion sediment control monitoring occurred in 2014 because the pit berms were well established.

3.2 Vegetation Monitoring **Wetland Vegetation Quadrat Sampling**

Objective: The objective of the vegetation quadrat sampling was to document the vegetation composition (species and relative abundance) and structure (vertical structure within the wetland) before extensive extraction had occurred, to record the baseline vegetation community conditions.

Baseline data was collected in 2012, to provide a basis for comparison as the extraction progresses both above and below the water table. As noted previously, Fall is not an ideal time for monitoring of flowering herbaceous vegetation, and therefore in successive years (2013 and 2014) monitoring was conducted in Spring and Summer.

Data Collection Methods:

The locations of the six 10x10 m quadrats which were established in 2012 are shown on Figure 1. The exact locations of the 10x10 m quadrats were randomly selected, but were generally placed near the upslope seepage areas of some of the tributaries within the Speed River Wetland Complex adjacent to the Roszell Pit, and were sited near existing piezometer locations. The location of quadrat placement was selected to specifically document vegetation and conditions around significant groundwater seepage features that the hydrogeology consultants had identified and monitored along the eastern margin of the wetland, to the west of the extraction area. Quadrats were placed in these locations since this is where any change in groundwater discharge might be first observed and subsequently where vegetation changes could be first observed.

The centre of each quadrat was marked by a steel T-bar with the top sprayed white. The outer margins of each quadrat were marked by wooden stakes which had the tops sprayed orange. The ground vegetation was to be monitored during early Fall 2012 and in successive years will be monitored in both Spring and late Summer to ensure accurate identification of species and to capture plants blooming at different times throughout the season (CVC 2010).

Collection of Herbaceous vegetation Information:

Four 1x1 m quadrats were then set-up to record the herbaceous species and their relative abundance within each of the 10x10 m quadrats. The 1x1 m quadrats were set-up so that the one corner of the quadrat was on the ordinal direction stake, with the quadrat being entirely inside the 10x10 m quadrat, see Figure 2. The percent cover that each species within the 1x1 m quadrat occupied, was recorded. The percent cover within each 1x1 m quadrat that roots, deadfall, or mosses occupied were also recorded. The water depth within each 1x1 quadrant was recorded. These steps were repeated for each of the 4 quadrats within each of the six 10x10 m quadrats. An example of a completed data sheet from 2012, with data from a vegetation plot at the Roszell Pit, is contained in Appendix 1.

Collection of tree and shrub Information within vegetation plots:

As changes to shrubs and trees happens more in the long-term, data was to be collected on trees and shrubs within the vegetation plots only during the late summer inventory.

Information on the trees and shrubs within the vegetation plots was modified from the 2012 baseline data collection year, based on Greg Scheifele's comments on the 2012 vegetation monitoring. In order to capture trends/changes in the higher strata within the 10x10 m quadrat, two transect lines were surveyed within each 10x10 m quadrat. The transect lines were conducted to record information about trees and shrubs including density, species composition, and strata (sub-canopy or understory) in which they are present within each of the six 10x10 m quadrats.

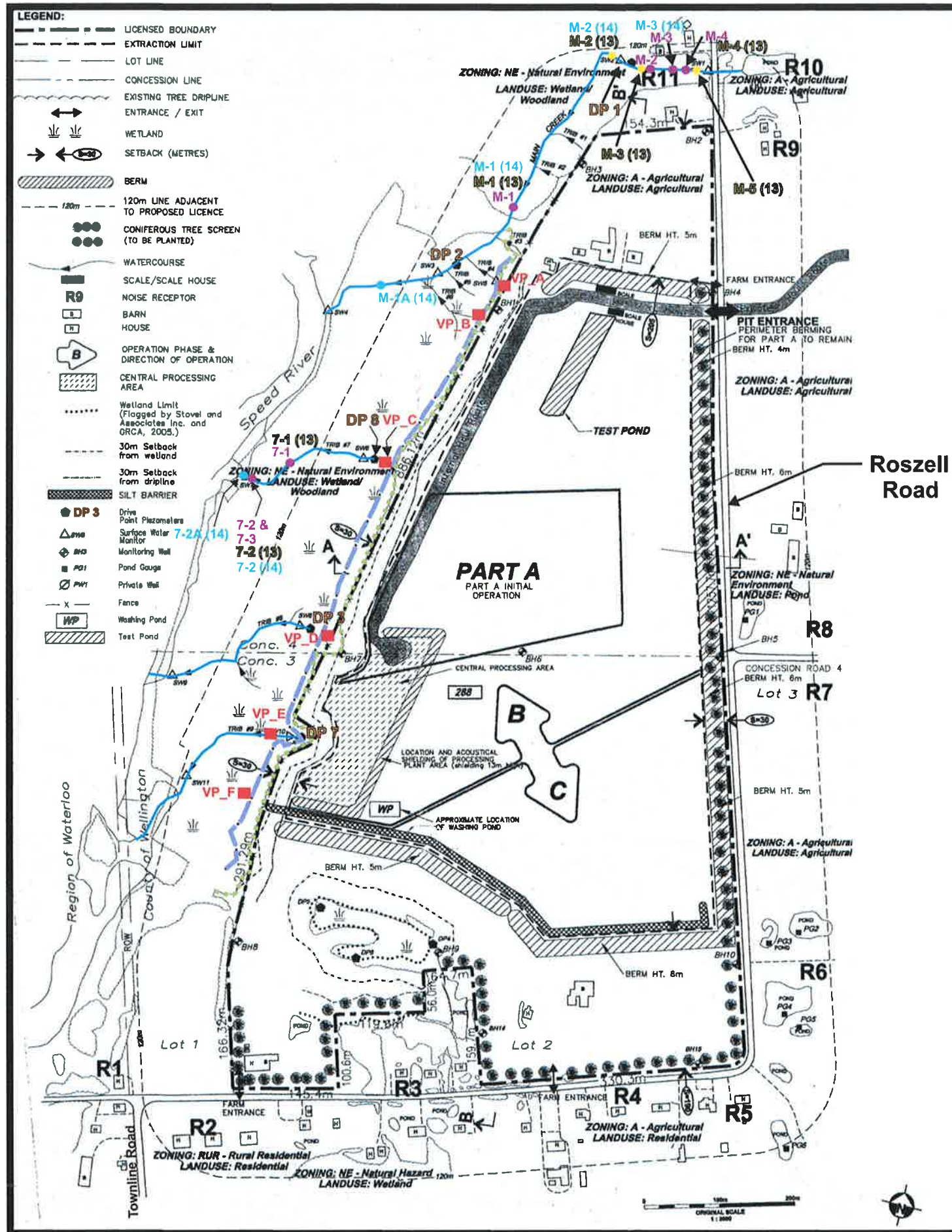
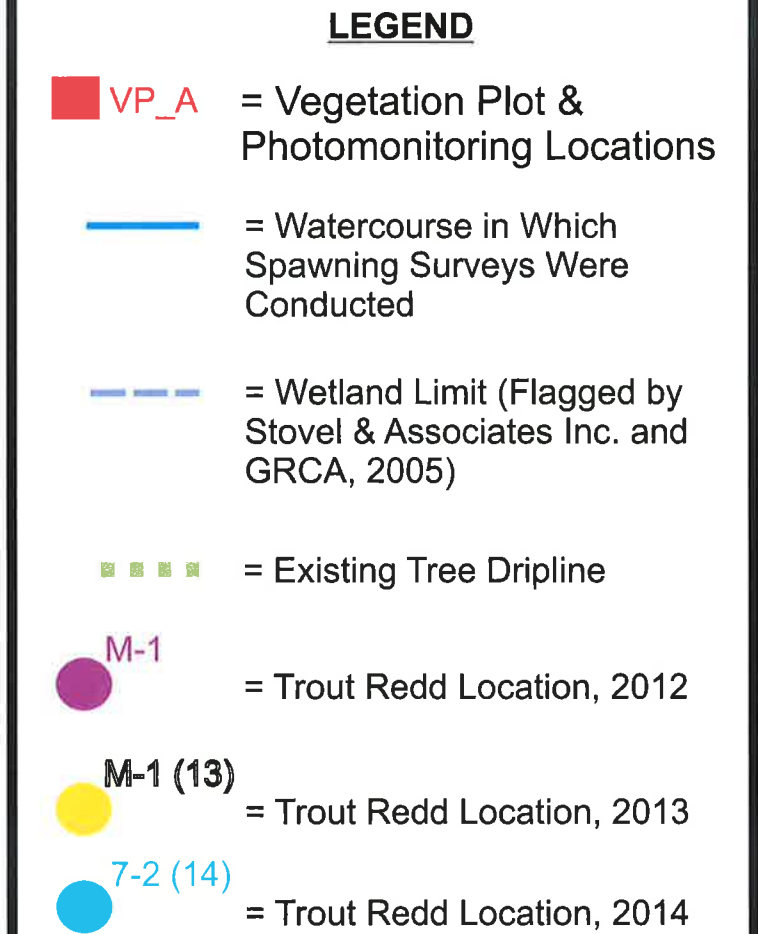


Figure 1. Location of Vegetation Plots and Creeks Surveyed and Locations of Trout Redds, 2012 to 2014, Roszell Pit.

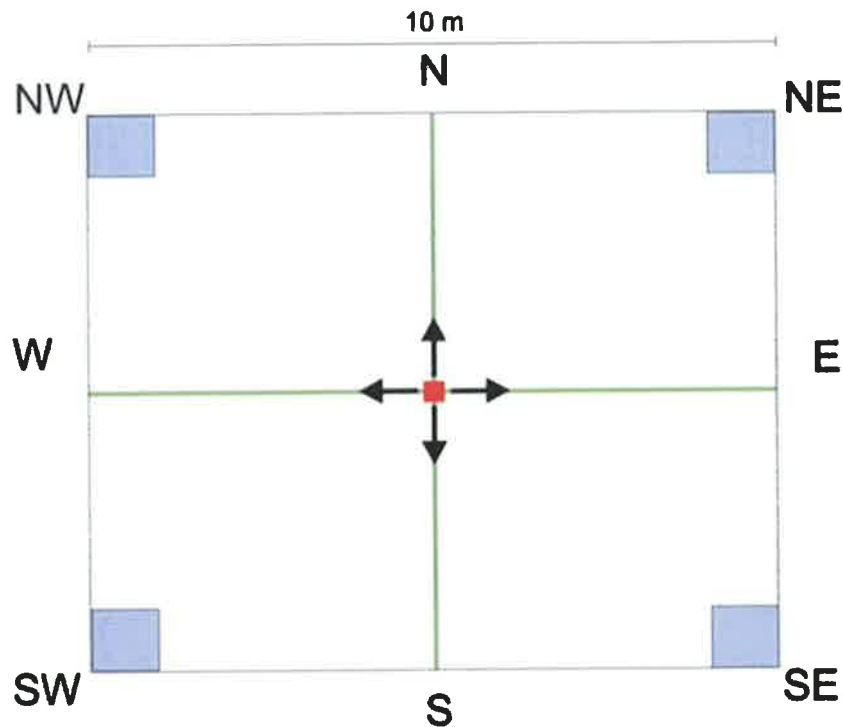


Base Map Source: Operational Plan Page 2 of 6. Stovel and Associates Inc. 2010.








Trees or shrubs which were <10cm DBH were identified as being within the understory category for height class. For consistency between all six 10x10 m quadrats, the one transect line that was sampled ran north-south and the other ran east-west across each 10x10 m quadrat. Along each of the tree and shrub transect lines data was collected for a 1 m wide area centered along the entire transect. Standing dead trees were also recorded, along with the strata in which they occurred. An example of a completed data sheet from 2013, with data from the tree and shrub transect, is contained in Appendix 2.

Figure 2. Vegetation Monitoring Plot Layout and Position and Direction of Photomonitoring.



LEGEND

-  = Tree and Shrub Monitoring Transect
-  = 1x1 m Vegetation Monitoring Sub-plot
-  = 10x10 m Monitoring Plot
-  = Metal T-bar in Center of Quadrat
-  = Direction in which Photomonitoring Photos are Taken

A digital soil moisture meter (Vegetronics VG-METER-200 and VH-400 soil moisture sensor) was used to provide volumetric water content for soils in each of the six vegetation plots. The soil moisture probe was pressed into the soil until the entire probe was in the soil, and then a reading was taken. Soil moisture content was to be recorded as a percent and was recorded at the north, east, south and west corners of each vegetation monitoring plot, providing 4 soil moisture values from across the plot.

Starting in 2013, the health of each tree or shrub stem encountered along the east-west and north-south transect lines were to be recorded as dead, poor, or good.

It was also recommended by Greg Scheifele that tree health of all trees of >10cm dbh within the entire vegetation plot be recorded. For each tree >10cm dbh within the entire vegetation plot, the tree's health and whether it was a canopy or sub-canopy tree were recorded. We also recorded the same information for standing dead trees.

Photomonitoring:

As outlined in the site plans for the Roszell Pit, photomonitoring was to take place at fixed point locations so that photos can document potential changes to the vegetative conditions within the Speed River Wetland Complex adjacent to the Roszell pit.

Photomonitoring locations were to be located at the steel T-bar in the center of each of the 10x10 m vegetation quadrats. A total of six fixed point photo monitoring locations were set-up in 2012 with photos taken from the steel T-bar facing north, east, south and west, see Figure 2.

3.3 Spawning Surveys

The spawning surveys were to be conducted along Main Creek and Tributaries 7, 8, and 9 located within the Speed River Wetland Complex, to the west of the extraction area of the Roszell Pit. Surveyors wore polarized glasses and walked along each of the streams to be surveyed.

The location, number, size and species of redds were mapped and described on data sheets. Trout redds are the particular focus of the spawning surveys. Weather conditions including wind speed, percent cloud cover, precipitation, and air temperature were recorded during each survey visit and water temperatures were recorded for each of the streams or tributaries which were surveyed.

Observations of trout and their activities were recorded. Substrate conditions and water depth where spawning was observed were to be noted.

Spawning surveys were conducted at two times: one early in the spawning season (December 2, 2014) and a second visit (December 19, 2014) to document the range of spawning dates and locations.

The following approach will be followed in the future to determine whether the pit operation has affected fish habitat in a measureable way:

- Evaluate what the groundwater/hydrology consultant has determined about any significant changes in stream temperature, stream flow, ground water flux relative to meteorological conditions during the study period;
- Determine geographically where ground water/surface water changes have occurred relative to the aggregate pit margins and predicted impact zones;
- Where groundwater/ surface water data show significant changes the potential effects on fisheries data will be carefully inspected for any evidence of changes
- In turn, any significant changes in trout red number and location shifts would be compared with groundwater/surface water data trends.

3.4 Salamander Egg Mass Surveys

As part of the monitoring plan for the pit, annual surveys for salamander egg masses were to be undertaken. Spring 2013 was the first year that salamander egg mass surveys were conducted.

Salamander egg mass surveys were to focus on searching the wetland located in the southwestern end of the Roszell pit property. A survey was to be undertaken at the wetland in the spring once the salamanders have laid their egg masses from mid-April to early May, as egg laying times are dependent upon weather conditions for each given year. At the beginning of the survey weather conditions including temperature, wind speed, water temperature, and water temperature were to be recorded.

To find and estimate numbers of egg masses of salamanders area searches throughout the wetland were to be conducted. Areas searches involved the searcher wearing chest waiters, and walking throughout the wetland wearing polarized sun glasses, scanning into the water for egg masses. When egg masses were found they were to be identified to species along with number of eggs/egg masses, vegetation egg masses were attached to and any other details worth noting.

3.5 Amphibian Call Surveys

As outlined in the ecological and aquatic monitoring plan amphibian call surveys were to be undertaken once extraction begins, so surveys began in 2013. Amphibian call surveys were undertaken in general accordance with the Marsh Monitoring Program Protocols. Surveys were to be undertaken at the wetland south of the southern most extraction limit for the pit, and at any adjacent properties (with ponds) where landowners provide permission to survey for frogs.

Surveys are to be conducted on three dates from April to June, at least 15 days apart. Night-time air temperature should be greater than 5°C (41°F) for the first survey, 10°C (50°F) for the second survey and 17°C (63°F) for the third survey (MMP 2008). Surveys are to be conducted between one half hour after sunset and no later than midnight (MMP 2008).

Weather conditions will be recorded for each of the surveys conducted, including wind speed, air and water temperature, cloud cover, and precipitation. Each survey station will be monitored for 3 minutes. Surveys are to be conducted only when wind strength is between 0 and 3 on the Beaufort Scale (MMP 2008).

4.0 MONITORING RESULTS

4.1 Vegetation Monitoring

A total of six permanent vegetation monitoring plots were set up near the eastern edge of the Speed River Wetland Complex, adjacent to extraction area of the Roszell Pit. Vegetation monitoring quadrats were set up on September 28, 2012 (Plots A, B, and C) and October 1, 2012 (Plots D, E, and F).

The UTM co-ordinates (obtained with a hand-held GPS) for vegetation monitoring plots A to F, are shown in Table 1.

Table 1. UTM Co-ordinates for the Center of Vegetation Monitoring Plots and Photo Monitoring Locations

Plot Name	UTM Co-ordinates
Plot A	17T 0557139 4812349
Plot B	17T 0557132 4812259
Plot C	17T 0557057 4811973
Plot D	17T 0557042 4811849
Plot E	17T 0557005 4811745
Plot F	17T 0557017 4811664

As outlined in the ecological and aquatic monitoring site plans, vegetation monitoring was to be conducted in the spring and late summer. The first late summer vegetation information was conducted on September 28 and October 1, 2012, while the first set of spring vegetation information was collected on May 30, 2013. The 2013 late summer vegetation inventory was conducted on September 20th.

It was noted when setting up the vegetation plots that cattle from the farm to the north of the Roszell Pit had access to the Speed River Wetland Complex in the area of vegetation plots A and B. It was evident during the spring and fall 2014 monitoring that the cattle still had access to the areas of vegetation plots A and B.

Soil moisture was recorded during both vegetation monitoring seasons in 2013 using a Vegetronics VG-METER-200 digital soil moisture probe. The soil moisture data will be analyzed once more than a year of data is available for comparison.

Overall, 2013 has been noted as a very wet year in Waterloo Region, with it being a nearly record breaking year for precipitation (The Waterloo Region Record 2013).

The dominant taxa, their percent cover, and total number of species for each sub-plot for vegetation plots A to F during Spring 2013 and 2014 is summarized in Appendix 3. The late summer vegetation survey results showing dominant taxa, their percent cover, and total number of species for each sub-plot for vegetation plots A to F during 2012, 2013 and 2014 are provided in Appendix 4.

Tree and shrub data within the vegetation plots collected during the late summer vegetation monitoring, at each of the six monitoring plots are summarized below.

2014 Survey Results:

The 2014 Spring vegetation plot surveys were conducted on May 22, 2014 and the Fall surveys were conducted on September 17, 2014. The data from vegetation plots A to F is summarized below. A summary by species and sub-plot of the percent cover by species in Spring 2013 and 2014 is provided in Appendix 3, and the data from the Fall 2012, 2013, and 2014 surveys is summarized in Appendix 4.

The tree and shrub transects are summarized for each vegetation plot with the numbers found in 2014 listed, and for reference the 2013 values are provided in brackets after the 2014 survey values.

Vegetation Plot A:

Vegetation plot A was located in the upslope area where seepage begins which becomes Tributary #4, see Figure 1. Ruted soils within vegetation Plot A were evident throughout the area as a result of cattle foraging within the vegetation plot. Surface water was present in all sub-plots in both spring and Fall, ranging from 1-6cm in Spring and 1-5cm in Fall.

The tree and shrub transect data:

A generally limited abundance of trees and shrubs are present within vegetation Plot A. Using the revised 2013 methodology the east-west transect had two species: Speckled Alder (1) and Glossy Buckthorn (4) while the north-south transect had a Chokecherry (1) in 2014 (same as in 2013). All understory trees and shrubs were identified to be in good health (same as in 2013). For trees (>10 cm dbh) within the entire vegetation plot, only a single standing dead Eastern White Cedar was present in both 2013 and 2014.

Vegetation Plot B:

Vegetation Plot B was located approximately 33 m to the southwest of Plot A, near the eastern wetland edge of the Speed River Wetland Complex. Vegetation Plot B was located in the upstream seepage area of Tributary #6, see Figure 1. Surface water was present in one sub-plot in Spring and Fall ranging from 5-7cm in Spring and 1-4cm in Fall. Soils within the other sub-plots were noted to be saturated with water, indicating water to be just below the surface.

The tree and shrub transect data:

Tree and shrub transect data indicates Plot B contains slightly more trees and shrubs than Plot A (and similar in that they were all in the understory), but it is still a generally open habitat of predominantly herbaceous vegetation.

Species present within the east-west transect included Glossy Buckthorn 11 (10) and Yellow Birch 2 (1); in the north-south transect Glossy Buckthorn 20 (7) and Yellow Birch 2 (4) and Alternate-leaved Dogwood 1 (0) were also present. All understory trees and shrubs were identified to be in good health. Within the entire vegetation plot there were no trees that were >10 cm dbh. No dead trees or shrubs were located within the north-south or the east-west transects.

Vegetation Plot C:

The vegetation Plot C was located in fresh-moist cedar swamp. Vegetation Plot C was located in the upstream seepage area of Tributary #7 and near drive point piezometer DP8, see Figure 1. The vegetation plot is on a slope with scattered seeps which flow downslope towards the cedar swamp. Surface water was present in only 1 of 4 sub-plots with water depth of 0-1 cm in Spring and 0.5 cm in Fall. Soils within the other sub-plots were noted to be saturated with water, indicating water to be just below the surface.

Tree and shrub diversity within the transects was very limited, with only two species being present, Glossy Buckthorn and Eastern White Cedar. In the understory along the east-west transect Glossy Buckthorn 1 (3) was the only species present at >1m in height, in good health. No tree or shrub species were present along the north-south transect line. Eastern White Cedar was the only tree species present at >10cm dbh, with trees found in good health 16 (17), fair health 4 (5), and poor health 0 (3). No dead- fall was noted within this vegetation plot in 2014.

Vegetation Plot D:

The vegetation Plot D was located in wet cedar swamp located in the upstream seepage area which enters Tributary #8 near the eastern edge of the wetland. Vegetation Plot D was located just east of drive point piezometer DP3. This vegetation plot is on a slope with scattered seeps with marl deposits. No surface water was present in any of the sub-plots but soils within the sub-plots were noted to be saturated with water, indicating water to be just below the surface.

Within vegetation Plot D no tree or shrub species were encountered along the north-south or east-west transects. This vegetation plot is located within cedar swamp, with Eastern White Cedar and Yellow Birch as the tree species of >10 cm dbh which were present within the entire plot. Eastern White Cedar was present in good health 24 (18), fair health 0 (6), and standing dead 1 (1), while Yellow Birch was present in fair health 2 (2). Also of note was an uprooted Eastern White Cedar which was an old deadfall, as well an Eastern White Cedar that was uprooted but was still alive.

Vegetation Plot E:

The vegetation Plot E was located in fresh-moist cedar swamp. Vegetation Plot E was located in a seepage area approximately 30m downslope of the trail along the Speed River, in the bottomlands of the cedar swamp. The seepage area in which vegetation plot E was located is part of Tributary #9 and is located downslope of drive point piezometer DP7, see Figure 1. No surface water was present in any of the sub-plots but soils within the sub-plots were noted to be saturated with water, indicating water to be just below the surface.

Tree and shrub species along the north-south and east-west transects at >1m in height were very limited in this vegetation plot. Glossy Buckthorn 3 (6) along the east-west transect were present in good health, 1 (0) Glossy Buckthorn dead, and 1 (0) Black Ash was present in good health. There were three species of trees and shrubs of >10cm dbh found within the entire vegetation plot, including: Eastern White Cedar, Yellow Birch, and Black Ash. Within the entire vegetation Plot F there were 19 (12) Eastern White Cedar found in good health, 7 (6) Yellow Birch were found in good health and 0 (2) in fair health, and 1 Black Ash was found in good health despite 1 noted in fair health in 2013. No deadfalls within the plot were noted.

Vegetation Plot F:

The vegetation Plot F was located in the bottomlands of a fresh-moist cedar swamp, dense with Eastern White Cedar. Vegetation Plot F was located in a seepage area downslope of the trail along the Speed River, to the west of the southeastern corner of the extraction area of the Roszell Pit. The closest drive point piezometer is DP7, to the northeast. Vegetation plot F is not in a seepage area which contributes to a tributary through surface water flow, Tributary #9 is the closest tributary to this vegetation plot and is located to the west of it. One of the sub-plots had a surface water depth of 2 cm in the Spring, and two sub-plots had surface water in them ranging from 1-3cm in depth. At the sub-plots with no surface water in the Spring and Fall, the soils were noted to be saturated with water, indicating water to be just below the surface.

The tree and shrub transect data from vegetation plot F indicates a limited understory, as no tree or shrub species were present along the east-west or north-south transects (young Eastern White cedar are present but are all <10cm dbh at this time. Tree and shrubs species within the entire vegetation plot of >10cm dbh include Eastern White Cedar, Alternate-leaved Dogwood, Tamarac, and White Birch. Eastern White Cedar was present in good health 23 (12), fair health 0 (1), and standing dead 1 (2), the one Alternate-leaved Dogwood present was noted in fair health in 2013 but good health in 2014. There were 2 standing dead Tamarac noted in both 2013 and 2014, and White Birch in good health 1 (1). No recent deadfall was noted in this vegetation plot.

Photo Monitoring Stations:

A total of six fixed point photo monitoring stations were established in 2012, which provide baseline photos of the Speed River Wetland Complex located to the west of the Roszell pit. Photos were taken at each photo monitoring station facing north, east, south and west, from the center T-bar of the 10x10 m plots. Photos were taken at all of

the photo monitoring stations in the Spring on May 9, 2014. A photo from each of the six vegetation plots in spring 2014 are shown in Appendix 5. Photos were also taken at the vegetation monitoring plots on September 17, 2014 during the fall vegetation survey. A photo from each of the six vegetation plots in fall 2014 are shown in Appendix 6.

4.3 Trout Spawning Surveys

Two surveyors, Kevin Dance and Ken Dance, undertook the trout spawning surveys in 2012, 2013, and 2014. The Main Creek and Tributaries #7 & 8 were surveyed on November 7th and December 5th in 2012. Tributary 9 was surveyed on November 9th and December 6th in 2012. During the 2013 spawning period the Main Creek and tributaries #7, 8, and 9 were surveyed for trout redds on November 27th and December 10th, 2013. A summary of the survey dates and weather conditions during searches for trout redds by year are shown in Table 2. During 2014 all 4 streams were surveyed for trout redds on December 2 and 19, 2014.

The locations of the Main Creek and Tributary #7, 8 and 9, are all shown on Figure 1. Brook Trout Redds were found in 2012, 2013, and 2014 in Tributary 7 and the Main Creek channel, the approximate locations of Brook Trout redds are shown on Figure 1. Field data sheets from 2012, 2013, and 2013 have been archived for future reference.

The results of the 2014 trout spawning surveys are summarized in Table 3 along with the 2012 and 2013 survey results. Table 3 lists the redd numbers by watercourse for each year. The 2012 trout spawning survey data represents baseline data prior to any significant aggregate extraction occurring at the Roszell Pit. The 2013 trout spawning survey is the first data collected after approximately a year of aggregate extraction occurring at the Roszell Pit.

The Main Creek had the most redds present in all three years for all the creeks surveyed, with redds occurring in 4 locations in 2012, at 5 locations in 2013, and 4 locations in 2014. The numbers of redds present in the Main Creek in 2013 was double that of 2012. In 2014, a total of 9-10 redds were identified at 4 different locations on the Main Creek.

Tributary #7 had 5 redds distributed over 3 locations in 2012 and 5 redds distributed over 2 locations in 2013, and 4 redds distributed over 2 locations in 2014.

The trout spawning surveys conducted in all three years did not result in any trout redds being found in either tributaries #8 or #9.

Table 2 . Summary of Dates and Weather Conditions for Trout Redd Surveys on the Main Creek, and Tributaries #7, 8, and 9.

Year	Survey Date	Weather Conditions
2012	November 7	Air Temp. = 5.6 ⁰ C; Wind = 1-6 km/hr; Percent Cloud = <50%; No Precip. Water Temperature: Main Creek= 6.5 ⁰ C, Trib. #7 & 8 = 7.0 ⁰ C
	November 9	Air Temp. = 9.2 ⁰ C; Wind =>2 km/hr; Percent Cloud = >50%; No Precip. Water Temperature: Trib. #9 = 7.0 ⁰ C
	December 5	Air Temp. = 1.3 ⁰ C; Wind = >2.1 km/hr; Percent Cloud = <40%; No Precip. Water Temperature: Main Creek= 5.5 ⁰ C, Trib. #7 & 8 = 5.5 ⁰ C
	December 6	Air Temp. = 0.8 ⁰ C; Wind = >2.4 km/hr; Percent Cloud = <40%; No Precip. Water Temperature: Trib. #9 = 5.0 ⁰ C
2013	November 27	Air Temp. = -2 ⁰ C; Wind = 15 km/hr; Percent Cloud = 30%; No Precip. Water Temperature: Main Creek= 3.5 ⁰ C, Trib. #7 = 6.5 ⁰ C, Trib. #8 & 9 = 4 ⁰ C
	December 10	Air Temp. = -0.5 ⁰ C; Wind = 5-10 km/hr; Percent Cloud = 40-60%; No Precip. Water Temperature: Main Creek= 3.5 ⁰ C, Trib. #7, 8 & 9 = 3.5 ⁰ C
2014	December 2	Air Temp. = -1 ⁰ C; Wind = 2-6 km/hr; Percent Cloud = 40-60%; No Precip. Water Temperature: Main Creek & Trib #7 = 4 ⁰ C, Trib #8 = 5.5 ⁰ C & #9 = 5 ⁰ C
	December 19	Air Temp. = -2 ⁰ C; Wind = 3 km/hr; Percent Cloud = 30-50%; No Precip. Water Temperature: Main Creek & Trib #7 = 4 ⁰ C, Trib #8 & 9 = 6 ⁰ C

Table 3. Summary of 2012 to 2014 Brook Trout Spawning Survey, Roszell Pit.

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

4.4 Salamander Egg Mass Survey

Salamander egg mass surveys conducted in 2014 are the second year of salamander egg mass surveys conducted within the southwestern wetland on the Rozell Pit property. The salamander egg mass survey in 2014 was conducted on May 9th and in 2013 was conducted on April 30th both were conducted under good weather conditions. Weather details for the salamander surveys are provided in Table 4.

Table 4. Salamander Egg Mass Survey Details 2013 & 2014.

Survey Date	Survey Details (Weather)
April 30, 2013	12:00 hrs to 15:25 hrs temperature: 19°C; wind: 8 km/hr; water temperature: 15.4°C; cloud <70%; no precipitation, and water pH: 8.0
May 9, 2014	11:20 hrs to 14:09 hrs. temperature: 24°C; wind: 6.6 km/hr; water temperature: 18.3°C; cloud 40%; no precipitation, and water pH: 8.4

A total of 12 general areas where salamander egg masses were concentrated were found in the wetland in 2013, and a total of 13 areas were found in 2014. The approximate locations of areas where egg masses were concentrated are shown on Figure 3.

For our analysis we have divided the wetland in three different areas based on the wetlands ecological characteristics, see Figure 3. Wetland area "A" comprises of reed canary grass and red-osier dogwood around the wetland edges and willow thicket through the majority of it. Area "B", shown on Figure 3, exhibits the characteristics of a silver maple swamp, very limited emergent vegetation with leaves and sticks being predominant in the water column. Area "C" comprises the southern wetland lobe which extends in a southwesterly direction.

Substrates to which the Blue-spotted Salamander egg masses were attached to in both 2013 and 2014 included Reed Canary Grass, sticks, Woolgrass, Bladder Sedge, Poplar leaves, Bittersweet Nightshade, and Red-osier Dogwood.

A summary of the 2013 and 2014 findings for the Roszell wetland are provided in Table 5. All of the salamander egg masses found within the wetland in 2013 and 2014 were that of the Blue-spotted Salamander.

In 2013 Egg masses of frogs were also found, specifically Spring Peeper egg masses. Within area "A" a large number of Spring Peeper egg masses (15) were found, many with hatching larvae with >5000 larvae/eggs being present. Spring Peeper egg masses were also found in Area "C" where there were submerged stems of Reed Canary Grass, with larvae hatching out in the 100s to 1000s. In 2014 fewer frog egg masses were found. Spring Peeper egg masses were found in areas "A" and "B" in 2014, with some egg masses having hatching larvae. Wood Frog egg masses were noted to be present in Area "C" during the 2014 survey.

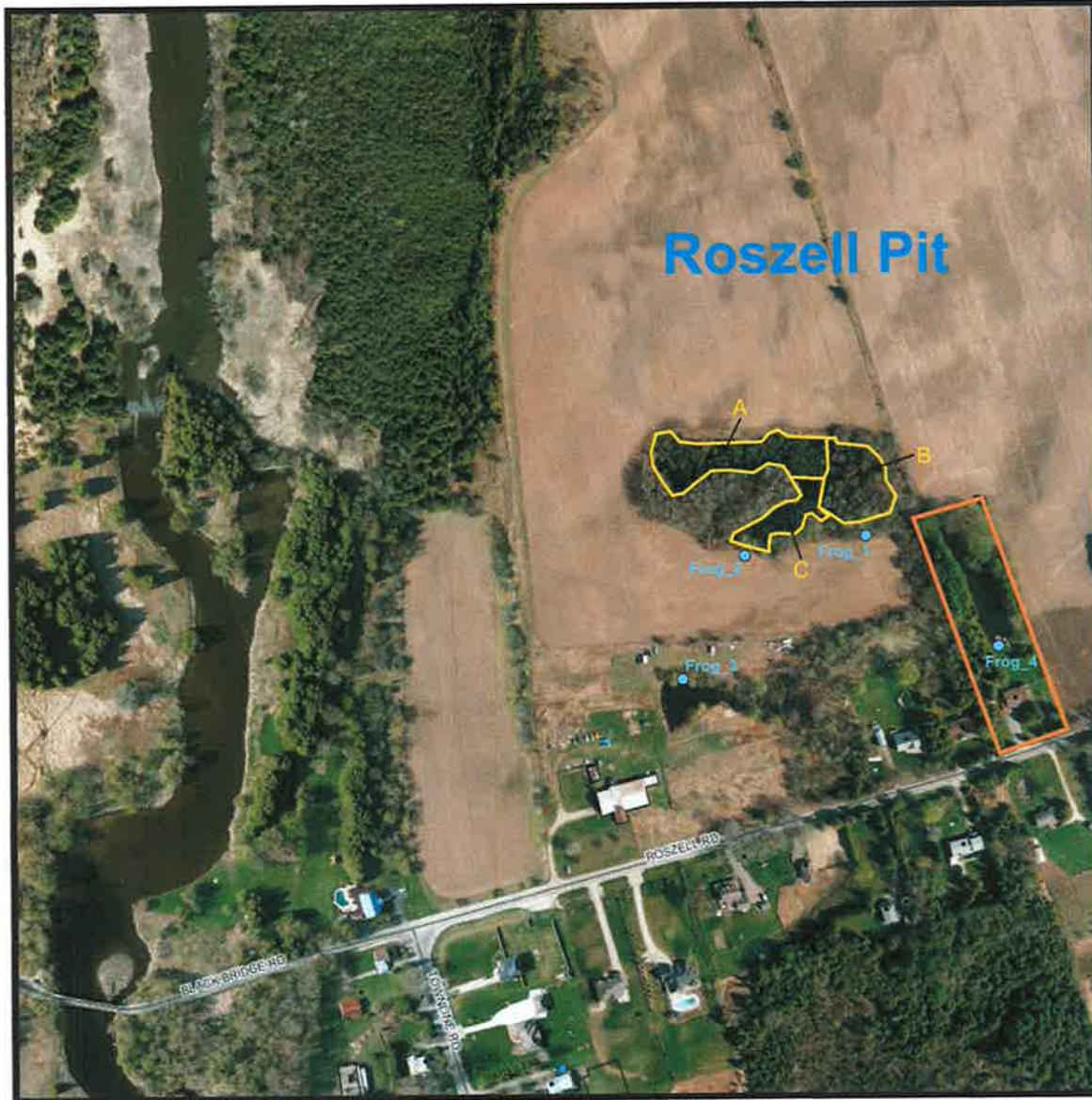


Figure 3. Areas Searched for Salamander Egg Masses, and Amphibian Call Survey Station Locations, Roszell Pit.

LEGEND



Area Searched for Salamander Egg Masses, Areas "A to C" Categorized by Habitat Type



Frog_2 Approximate Amphibian Call Survey Station Location



Approximate Property Boundary of the Jones Property

Base Map Source: GRCA GRINS mapping 2012



DANCE ENVIRONMENTAL INC.

DE-382

December 22, 2014.



NAD 1983 UTM Zone 17



Table 5. Summary of Total Number of Salamander Egg Mass Found in 2013.

Wetland Area	Species	Number of Egg Masses Counted	Number of Egg Masses Counted
		2013	2014
A	Blue-spotted Salamander	46	147
B	Blue-spotted Salamander	9	39
C	Blue-spotted Salamander	3	4
Total # Egg Masses	Blue-spotted Salamander	58	190

As wetland area “A” is mapped in Figure 3, it comprises nearly half of the total area of the wetland. In 2013, 79% of Blue-spotted Salamander egg masses counted were located within area “A” and in 2014 it was comparable at 77% of Blue-spotted Salamander egg masses counted. The area of the wetland which had the least number of Blue-spotted Salamander egg masses found in it was area “C”, during both 2013 and 2014. In 2014 a 5% increase in the number of egg masses counted in area “B” was noted from that of 2013. Some of the variation in the findings from 2013 to 2014 may be that there was an increase in medium sized branches in the wetland caused by strong wind storms prior to the 2014 surveys. Numerous Trembling Aspen branches were noted to be in the water along the wetland edges of polygon “A” and Silver Maple branches in Polygon “B”. Water levels in the wetland also appeared to be higher in Spring 2014 due to high winter snow fall in 2014 resulting in increased melt waters entering the wetland.

4.4 Amphibian Call Surveys

Amphibian call surveys were conducted starting in 2013 at two wetlands, one to the south of the southern extraction limit of the pit (Roszell Wetland) and the other a small wetland to the southwest of the Roszell Wetland (Wetland A). Adjacent landowners with a pond/wetland on their property were also contacted in spring 2013 by CBM staff to see if any would allow for frog call surveys to be undertaken on their property. One land owner, Denise Jones, gave permission to conduct the amphibian surveys on her property (#6512 Roszell Road), see Figure 3 for its location. Amphibian call surveys were conducted in 2014 at the same locations as in 2013.

Amphibian call surveys were conducted on April 11, 2014, May 21, 2014, and June 26, 2014. Details on the weather conditions for each of the survey dates in 2014 along with the survey dates and weather conditions from 2013 are shown in Table 6.

The results of the 2014 amphibian call surveys for each of the 4 point count stations (including the Jones Property) where data were collected are summarized in Table 7. The results of the 2013 amphibian call surveys at Roszell Pit are summarized in Table 8. Over 2013 and 2014 a total of six species were heard/observed during the amphibian call surveys, with a total of five species heard/observed each year.

At survey station Frog_1 Grey Tree Frogs were had a chorus of up to call level 3, and highest call level for Spring Peepers was level 2. The number of species heard at Frog_1 decreased from 4 in 2013 to 2 in 2014 and no Wood frogs were heard in 2014 while in 2013 they were head at call level 3.

At survey station Frog_2 Grey Tree frogs and Spring Peepers were heard at call level 3, and Wood Frog at call level 1. A stronger Grey Tree Frog chorus was heard at this station in 2014 than in 2013 (a 3 in 2014 and 1 in 2013). Fewer Wood Frogs were heard at this station in 2014 at call level 1, compared to a call level of 3 in 2013.

Survey Station Frog_3 had Grey Tree Frogs heard at call level 2 and Green Frog and Spring Peepers at call level 1. At station Frog_3 Green Frog call levels stayed consistent with that found in 2013, and a greater call level was heard in 2014 for Grey Tree Frogs than in 2013.

At survey station Frog_4 (Jones Property) a single Bullfrog was heard calling during the last survey visit in June. No other frog species were heard in 2014 at this station. In 2013 no frog species were heard calling or observed during any of the three survey visits.

Table 6. Amphibian Call Survey Dates and Weather Conditions, Roszell Pit 2013 & 2014.

Survey #	Survey Date	Time (hrs)	Weather Conditions
2014			
1	April 11, 2014	20:05 to 21:05 hrs	Air Temp. = 9 ⁰ C; Water Temp. = 8.8 ⁰ C ; Wind = 2 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.6 to 8.5;
2	May 21, 2014	21:20 to 22:41 hrs	Air Temp. = 9 ⁰ C; Water Temp. = 8.8 ⁰ C ; Wind = 2 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.6 to 8.5;
3	June 26, 2014	21:36 to 22:03 hrs	Air Temp. = 9 ⁰ C; Water Temp. = 8.8 ⁰ C ; Wind = 2 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.6 to 8.5
2013			
1	April 17, 2013	19:40 to 20:35 hrs	Air Temp. = 9 ⁰ C; Water Temp. = 8.8 ⁰ C ; Wind = 2 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.6 to 8.5;
2	May 6, 2013	20:45 to 21:15 hrs	Air Temp. = 19 ⁰ C; Water Temp. = 18.2 ⁰ C; Wind = 0 km/hr; Percent Cloud = 10%; No Precip.; Water pH =7.6 to 8.5;
3	June 24, 2013	21:29 to 21:52 hrs	Air Temp. = 26.6 ⁰ C; Water Temp. = 25.7 ⁰ C; Wind = 0-1; Percent Cloud = 40%; No Precip.; Water pH =7.7 to 8.8

Table 7. Summary of 2014 Amphibian Call Surveys by Species, Call Level Code and Station Number, Roszell Pit, Puslinch.

Species	Survey Visit #	Survey Station Number				Frog_4 (Jones Property #6512 Roszell Road)
		Frog_1	Frog_2	Frog_3		
Spring Pepper	1	2	3	1	-	
	2	1	1	1	-	
	3	-	-	-	-	
Wood Frog	1	-	1	-	-	
	2	-	-	-	-	
	3	-	-	-	-	
Green Frog	1	-	-	-	-	
	2	-	-	1	-	
	3	-	-	1	-	
Grey Tree Frog	1	-	-	-	-	
	2	3	3	2	-	
	3	-	1	-	-	
Northern Leopard Frog	1	-	-	-	-	
	2	-	-	-	-	
	3	-	-	-	-	
Bullfrog	1	-	-	-	-	
	2	-	-	-	-	
	3	-	-	-	1	

LEGEND:

Call level codes (MMP):

1 = calls can be counted; not simultaneous

2 = some simultaneous call; but distinguishable

3 = calls not distinguishable, individually overlapping

Table 8. Summary of 2013 Amphibian Call Surveys by Species, Call Level Code and Station Number, Roszell Pit, Puslinch.

Species	Survey Visit #	Survey Station Number			
		Frog_1	Frog_2	Frog_3	Frog_4 (Jones Property #6512 Roszell Road)
Spring Pepper	1	3	3	-	-
	2	3	3	2	-
	3	-	-	-	-
Wood Frog	1	3	3	-	-
	2	-	-	-	-
	3	-	-	-	-
Green Frog	1	1	-	-	-
	2	-	-	1	-
	3	1	2	1	-
Grey Tree Frog	1	-	-	-	-
	2	-	-	1	-
	3	2	1	-	-
Northern Leopard Frog	1	-	-	-	-
	2	-	-	1	-
	3	-	-	-	-

LEGEND:

Call level codes (MMP):

1 = calls can be counted; not simultaneous

2 = some simultaneous call; but distinguishable

3 = calls not distinguishable, individually overlapping

5.0 Discussion

The 2014 survey results for salamander egg masses indicates greater numbers of egg masses counted in 2014 than in 2013, but the locations in the wetland where egg masses were laid remained similar between years, with most being found in Area A. No significant negative impacts to breeding salamanders appears to be evident based on analysis of the 2013 and 2014 survey data.

The 2014 amphibian surveys indicate continued strong presence of breeding Spring Peepers and Grey Tree Frogs, but reduced abundances of Wood Frog and Green Frog. The Jones Property in both years showed minimal use for breeding amphibians with only a single frog heard in 2014. Survey station Frog_2 showed similar breeding in both years while breeding amphibian abundance decreased at Frog_1, but increased at Frog_3 between 2013 and 2014. The variation between 2013 and 2014 findings is not anticipated to be significant and is the result of annual variation as Winter 2013 comprised of various freezes and thaws and then very long cold periods, which may have resulted in adult mortality during the winter.

The 2014 spring vegetation plots data indicates, in the sub-plots of the six plots sampled, that a lower percent cover of several species was found in 2014, typically by one percent cover category. This, however, can be explained by having a late Spring in 2014 by 2 to 3 weeks. As a result many of the species in the vegetation plots had more limited growth by the time the surveys were conducted. The Fall vegetation plots showed variation in percent cover of some species between 2013 and 2014 at vegetation Plots A and B, but are the likely result of continued grazing of cattle where the vegetation plots are located. Variations in the percent cover of certain species at the other vegetation plots sampled were typically changes in only one percent cover category, continued monitoring in 2015 will provide further evidence of whether changes are just yearly variations or a result of other changes. The tree and shrub data collected in 2014 was found to be comparable to that of 2013, therefore no significant changes to the trees and shrubs was evident in 2014.

The 2014 trout redd surveys indicates continued Brook Trout breeding in the tributaries adjacent to the Roszell Pit. The same tributaries and the Main Creek which had trout redds in 2012 and 2013 continued to have trout redds present in 2014. The Main Creek channel continues to be the location where the most Brook Trout redds are present. The survey data from 2014 indicates there were lower numbers of fish redds being present in all tributaries surveyed combined compared to 2013, but the numbers of nests found are similar to that of 2012 (prior to any extraction). So extraction has not caused a significant change in trout red numbers.

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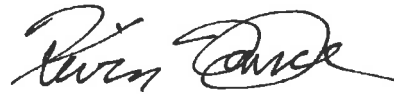
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APPENDIX 1.

Example of a Completed
Herbaceous Vegetation Data Form
(for a Sub-plot, 2012):
Roszell Pit

Dance Environmental Inc.

Herbaceous Monitoring Plots

SPECIES LIST

Page 4 of 4

Site: Roszell Pit	
Sampling Plot #: F	Subplot #: NW
UTM (centre of Plot):	
Date: Oct. 1/12	Time: Start
Surveyor(s): KSD, KWD	End
Weather:	Water Depth: 0

Species	Solitary	<1%	1-5%	6-15%	16-30%	31-50%	51-75%	76-100%	Notes
Canada may flower		✓							
Moss sp.				✓					
Glossy Buckthorn		✓							seedlings
Sedge sp.		✓							
Eastern White Cedar	✓								seedling
dead wood		✓							
liverwort sp.	✓								

APPENDIX 2.

Completed Tree and Shrub Inventory Data Forms

(Revised 2013 Data Form):

Roszell Pit

Dance Environmental Inc.
Tree Monitoring Inventory
SPECIES LIST

Page 1 of 2

Site: Roszell Pit
 Sampling Plot #: F ; North-South transect
 UTM (centre of Plot): see photo monitoring photo log
 Date: Oct. 1/12 Time: Start
 Surveyor(s): KSD, KWD End

Weather:
 Layers: 1=canopy 2=sub-canopy 3=understorey 4=ground layer

Species	Alive or Dead	Canopy Layer		
		1	2	3
Eastern Wh. Cedar	A	9 + 4 = 13	1	6 + 8 = 14
	D	0	0	0
White Birch	A	1		

Notes:

Dance Environmental Inc.
Shrub Monitoring Inventory
PLANT SPECIES LIST

Page 2 of 2

Site: Roszell Pit
 Sampling Plot #: F ; East-West transect
 UTM (centre of Plot): see photo monitoring photo log
 Date: Oct. 1/12 Time: Start
 Surveyor(s): KSD, KWD End

Weather:
 Layers: 1=canopy 2=sub-canopy 3=understorey 4=ground layer

Species	Alive or Dead	Canopy Layer		
		1	2	3
Eastern White Cedar	A	8 + 4 = 12	3 + 3 = 6	2 + 2 = 4
	D	1	0	0

Notes:

APPENDIX 3.

Summary of 2013 & 2014 Spring Herbaceous
Vegetation in each Sub-plot

Appendix 3. Summary of 2013 & 2014 Spring Herbaceous Vegetation in each Sub-plot.

Plot	Sub-plot	Dominant Taxa Species	2013	2014
			Percent Cover for the Taxa	Percent Cover for the Taxa
A	NE	<i>Glyceria striata</i> Creeping Buttercup Fowl Managrass	31-50% 6-15% -	31-50% 1-5% 16-30%
	NW	Moss sp. Bulblet Fern <i>Glyceria striata</i>	31-50% 16-30% 16-30%	16-30% 1-5% 1-5%
	SW	E. White Cedar-seedling Field Horsetail <i>Carex schweinitzii</i>	31-50% 16-30% 6-15%	- 6-15% 1-5%
	SE	Moss sp. <i>Agrostis stolonifera</i> Watercress	16-30% 16-30% 16-30%	6-15% 6-15% -
B	NE	Field Horsetail <i>Carex Schweinitzii</i> <i>Carex flava</i>	31-50% 16-30% 6-15%	1-5% 16-30% -
	NW	E. White Cedar – Moss sp. Bulblet Fern	51-75% 31-50% 16-30%	6-15% 51-75% 6-15%
	SW	Kentucky Bluegrass	51-75%	1-5%
	SE	<i>Ranunculus ripens</i> Creeping Charlie Kentucky Bluegrass	6-15% 6-15% 16-30	16-30% <1% 51-75%

Appendix 3. Summary of 2013 & 2014 Spring Herbaceous Vegetation in each Sub-plot Cont'd.

Plot	Sub-plot	Dominant Taxa Species	2013	2014
			Percent Cover for the Taxa	Percent Cover for the Taxa
C	NE	<i>Carex pedunculata</i>	16-30%	16-30%
		Bulblet Fern	6-15%	1-5%
		Field Horsetail	6-15%	1-5%
	NW	<i>Carex pedunculata</i>	6-15%	<1%
Field horsetail		6-15%	<1%	
Canada Mayflower		6-15%	1-5%	
SW	Field Horsetail	16-30%	6-15%	
	Three-leaved Solomon Seal	6-15%	-	
	Bulblet Fern	6-15%	1-5%	
SE	Field Horsetail	16-30%	1-5%	
	Coltsfoot	6-15%	1-5%	
	Bulblet Fern	6-15%	6-15%	
D	NE	Bulblet Fern	6-15%	16-30%
		Dwarf Scouring Rush	6-15%	16-30%
		<i>Carex leptalea</i>	1-5%	-
	NW	Bulblet Fern	31-50%	16-30%
Field Horsetail		1-5%	1-5%	
Dwarf Scouring Rush		1-5%	1-5%	
SW	<i>Carex pedunculata</i>	1-5%	6-15%	
	Bulblet Fern	1-5%	1-5%	
	Dwarf Scouring Rush	1-5%	<1%	
SE	Bulblet Fern	31-50%	16-30%	
	Field horsetail	<1%	Solitary	
	Moss sp.	<1%	<1%	

Appendix 3. Summary of 2013 & 2014 Spring Herbaceous Vegetation in each Sub-plot Cont'd.

Plot	Sub-plot	Dominant Taxa Species	2013	2014
			Percent Cover for the Taxa	Percent Cover for the Taxa
E	NE	Cinnamon Fern Canada Mayflower Bulblet Fern	6-15% 1-5% <1%	<1% 1-5% -
	NW	Moss sp. <i>Agrostis stolonifera</i> Common Toothwort	51-75% 16-30% 16-30%	76-100% - 16-30%
	SW	Moss sp. Bulblet Fern Carex sp. Ash sp.	1-5% 1-5% 1-5% 1-5%	1-5% - 1-5% <1%
	SE	<i>Carex leptalea</i> Bulblet Fern Glossy Buckthorn	1-5% <1% <1%	- <1% <1%
F	NE	Moss sp. Canda Mayflower Marsh Fern	6-15% 1-5% <1%	16-30% 1% -
	NW	Moss sp. Canada Mayflower Common Buckthorn	6-15% 1-5% <1%	31-5-% <1% <1%
	SW	Moss sp. Dwarf Scouring rush <i>Carex leptalea</i>	31-50% 1-5% 1-5%	31-50% <1% -
	SE	Moss sp. Canada Mayflower Bulblet Fern	1-5% <1% -	- - <1%

APPENDIX 4.

Summary of 2012 to 2014 Fall Herbaceous

Vegetation in each Sub-plot

Appendix 4. Summary of 2012 to 2014 Fall Herbaceous Vegetation in each Sub-plot.

Plot	Sub-plot	Dominant Taxa Species	2012	Dominant Taxa Species	2013	2014
			Percent Cover for the Taxa		Percent Cover for the Taxa	Percent Cover for the Taxa
A	NE	<i>Carex hystericina</i> Common Mint <i>Poa compressa</i>	51-75% 31-50% 6-15%	Fowl Mana Grass <i>Juncus articulatus</i> E. White Cedar -seedling	16-30% 6-15% 6-15%	1-5% 6-15% <1%
	NW	Moss sp. Bulblet Fern <i>Agrostis sp.</i>	51-75% 6-15% 6-15%	Moss sp. Fowl Mana Grass Bulblet Fern	31-50% 16-30% 6-15%	51-75% 31-50% 6-15%
	SW	Coltsfoot <i>Carex sp.</i> Bulblet Fern Field Horsetail	31-15% 6-15% 6-15% 6-15%	Colts foot <i>Carex schweinitzii</i> Bulblet Fern Field Horsetail	6-15% 6-15% 6-15% 6-15%	6-15% 1-5% 1-5% 6-15%
	SE	<i>Carex sp.</i> Watercress Bluegrass	31-50% 31-50% 16-30%	<i>Bidens crunata</i> Water Cress Fowl Mana Grass	6-15% 6-15% 6-15%	- <1% 6-15%
B	NE	<i>Carex hystericina</i> Moss sp.	31-50% 1-5%	<i>Carex schweinitzii</i> Purple Stemmed Aster Field Horsetail	16-30% 16-30% 16-30%	16-30% 16-30% 6-15%
	NW	Yellow Birch –saplings Moss Spp. Glossy Buckthorn –seedlings	51-75% 51-75% 31-50%	Moss sp. E. White Cedar –seedlings Bulblet fern	51-75% 16-30% 1-5%	51-75% 1-5% 1-5%
	SW	<i>Poa compressa</i> Tall Buttercup	31-50% 6-15%	<i>Agrostis stolonifera</i> Tall Buttercup Fowl Mana Grass Pilea Fontana Common Plantain Spotted Jewelweed	31-50% 6-15% 1-5% <1% 1-5% -	- - - 6-15% 6-15% 1-5%
	SE	Tall Buttercup <i>Poa compressa</i> <i>Carex hystericina</i>	76-100% 6-15% 6-15%	Tall Buttercup <i>Agrostis stolonifera</i> <i>Pilea fontana</i> <i>Poa Compressa</i>	16-30% 6-15% 1-5% -	31-50% - Solitary 16-30%

Appendix 4. Summary of 2012 to 2014 Fall Herbaceous Vegetation in each Sub-plot Cont'd.

Plot	Sub-plot	2012		2013		2014
		Dominant Taxa Species	Percent Cover for the Taxa	Dominant Taxa Species	Percent Cover for the Taxa	
C	NE	<i>Carex sp.</i> Bulblet Fern	51-75% 6-15%	<i>Carex flava</i> Bulblet Fern Field Horsetail	16-30% 6-15% 6-15%	31-50% 6-15% 1-5%
	NW	<i>Carex sp.</i> Dwarf Scouring Rush Field Horsetail	6-15% 1-5% 1-5%	<i>Carex flava</i> Dwarf Scouring Rush Common Buckthorn	6-15% 1-5% 1-5%	6-15% 1-5% 1-5%
	SW	Field Horsetail Moss Sp. Bulblet Fern Rough-leaved Goldenrod	6-15% 1-5% 6-15% 1-5%	Field Horsetail Moss sp. Bulblet Fern <i>Carex flava</i>	31-50% 6-15% 1-5% 1-5%	6-15% 1-5% 1-5% 6-15%
	SE	Field Horsetail Coltsfoot Bulblet Fern	31-50% 6-15% 1-5%	Field Horsetail Coltsfoot Bulblet Fern	16-30% 6-15% 1-5%	Solitary 6-15% 6-15%
D	NE	Dwarf Scouring Rush Bulblet Fern	51-75% 16-31%	Dwarf Scouring Rush Bulblet Fern	31-50% 6-15%	16-30% 6-15%
	NW	Bulblet Fern Shade Horsetail Dwarf Scouring Rush	31-50% 1-5% 1-5%	Bulblet Fern Field Horsetail Dwarf Scouring Rush	31-50% 6-15% 1-5%	31-50% 1-5% 6-15%
	SW	<i>Carex sp.</i> Bulblet Fern	16-30% 1-5%	<i>Carex pedunculata</i> Bulblet Fern Dwarf Scouring Rush	6-15% 1-5% 1-5%	6-15% 6-15% 1-5%
	SE	Bulblet Fern	16-30%	Bulblet Fern Glossy Buckthorn Moss sp.	31-50% Solitary <1%	31-50% Solitary 1-5%

Appendix 4. Summary of 2012 to 2014 Fall Herbaceous Vegetation in each Sub-plot Cont'd.

Plot	Sub-plot	2012		2013		2014	
		Dominant Taxa Species	Percent Cover for the Taxa	Dominant Taxa Species	Percent Cover for the Taxa	Percent Cover for the Taxa	Percent Cover for the Taxa
E	NE	Marsh Fern Cinnamon Fern Moss sp.	<1% <1% <1%	Cinnamon Fern Moss sp. Bulblet Fern	6-15% 1-5% Solitary	6-15% 1-5% -	
	NW	Grass sp. Moss spp. Field Horsetail	76-100% 51-75% 6-15%	Moss sp. <i>Agrostis stolonifera</i> Dwarf Raspberry	76-100% 16-30% 1-5%	76-100% 6-15% 1-5%	
	SW	Moss sp. Marsh Fern <i>Carex sp.</i> Glossy Buckthorn	1-5% <1% <1% <1%	Moss sp. Bulblet Fern <i>Carex pedunculata</i> Glossy Buckthorn	1-5% 1-5% 1-5% 1-5%	1-5% <1% 1-5% 1-5%	
	SE	Moss Sp. (6-15%) Bulblet Fern Buckthorn Sp.	6-15% <1% <1%	Moss sp. Bulblet Fern Glossy Buckthorn	16-30% 1-5% <1%	16-30% <1% <1%	
F	NE	Moss sp. (1-5%) Bulblet Fern (<1%)	1-5% <1%	Moss sp. Marsh Fern Glossy Buckthorn	6-15% 1-5% <1%	6-15% - <1%	
	NW	Moss Sp. (6-15%) Canada Mayflower <i>Carex sp.</i>	6-15% <1% <1%	Moss sp. Common Buckthorn Canada Mayflower	16-30% 1-5% <1%	31-50% 1-5% <1%	
	SW	Dwarf Scouring Rush Moss Sp.	31-50% 31-50%	Moss sp. Dwarf Scouring Rush Glossy Buckthorn Showy Ladyslipper	31-50% 1-5% 1-5% -	31-50% <1% <1% 1-5%	
	SE	Moss Sp. Glossy Buckthorn	<1% <1%	Glossy Buckthorn Bulblet Fern	1-5% <1%	1-5% <1%	

APPENDIX 5.

Photos of Spring Vegetation Monitoring
Plots A-F,
2014

Spring



Photo 1. Vegetation Plot A, facing N from Steel T-bar.



Photo 2. Vegetation Plot B, facing N from Steel T-bar.



Photo 3. Vegetation Plot C, facing E from Steel T-bar.



Photo 4. Vegetation Plot D, facing E from Steel T-bar.



Photo 5. Vegetation Plot E, facing E from Steel T-bar.



Photo 6. Vegetation Plot F, facing E from Steel T-bar.

APPENDIX 6.

Photos of Fall Vegetation Monitoring
Plots A-F,
2014



Photo 1. Vegetation Plot A, facing N from Steel T-bar.



Photo 2. Vegetation Plot B, facing E from Steel T-bar.



Photo 5. Vegetation Plot E, facing E from Steel T-bar.



Photo 6. Vegetation Plot F, facing E from Steel T-bar.

APPENDIX 7.

C.V.s
of
Report Authors.

K.W. Dance, M.Sc.

K.S. Dance, M.E.S.

**KEVIN DANCE, M.E.S.
TERRESTRIAL BIOLOGIST AND
PROJECT MANAGER**

EDUCATION

- M.E.S., Masters of Environment and Resource Studies, 2011; University of Waterloo.
Thesis Title: "Raptor Mortality and Behavior at Wind Turbines Along the North Shore of Lake Erie During Autumn Migration 2006-2007"
- B.E.S., Honours Bachelor of Environment and Resource Studies with Parks Option, 2006; University of Waterloo.

CERTIFICATIONS & PROFESSIONAL ASSOCIATIONS

- Dragonfly and Damselfly Identification Workshop, 2013, Guelph Arboretum.
- OMNR, Ontario Wetland Evaluation System, Northern Manual and Southern Manual. North Bay, 2012
- OMNR Ecological Land Classification for Southern Ontario, Lindsay, 2010
- Diploma of Environmental Assessment, University of Waterloo, 2006
- Transportation of Dangerous Goods, Safety Services Canada, 2008
- Member, Hawk Migration Association of North America
- Member, Bird Studies Canada (BSC)
- Member, Ontario Field Ornithologists (OFO)
- Member, Kitchener-Waterloo Field Naturalist Club (KWFN)

AREAS OF PROFESSIONAL EXPERIENCE

Kevin Dance has over 5 years of consulting experience on a wide range of projects throughout Ontario. Kevin specializes in inventories, evaluations, research and impact studies of natural resources. He is experienced in identifying important natural features and evaluating the significance and sensitivity of these features. Kevin regularly works with multidisciplinary study teams focusing on the management of terrestrial and wetland ecosystems.

Terrestrial Vegetation and Wildlife Studies

Kevin has worked on various studies investigating a variety of wildlife habitats, determining wildlife populations including numbers and seasonal trends and monitoring of long-term impacts of developments on species. Kevin has conducted a wide range of monitoring surveys and inventories to identify the presence of wildlife on study sites as well as species specific guided surveys for Species at Risk and Species of Conservation Concern including Bobolink, Barn Swallow, Eastern Meadowlark, American Badger, Blanding's Turtle, Jefferson Salamander, Common

Nighthawk, Whip-poor-will, Henslow's Sparrow, Short-eared Owl and Least Bittern. He has completed numerous detailed vegetation community mapping inventories and conducted vegetation monitoring at permanent sample plots, as well as transects and random sample quadrats to assess short-term and long-term impacts of developments on vegetation. Kevin is trained and experienced in applying the Ecological Land Classification System in projects in southern Ontario to delineate, describe and map vegetation communities.

Kevin's specific terrestrial expertise includes:

- wildlife and vegetation habitat mapping, evaluations, and research.
- surveys of plants, birds, mammals, reptiles, amphibians, dragonflies and butterflies.
- identification of rare and sensitive species and habitats.
- development of monitoring methodologies for Species at Risk
- preparing "Overall Benefit Plans" for Species at Risk
- Obtaining permitting from MNR to conduct Jefferson Salamander trapping surveys
- over 10 years of bird identification experience
- analysis of potential wildlife corridors.
- short-term and long-term monitoring techniques for fauna

Wetland Studies

Kevin is certified to conduct Ontario Wetland Evaluations and has worked in habitats throughout Ontario using the Ontario Wetland Evaluation System for Wetlands in southern and northern Ontario. Kevin has also participated in numerous studies focusing on the impact of development on wetland ecology and function.

Kevin's specific wetland expertise includes:

- inventories and mapping of wetland flora and fauna.
- wetland evaluations using the Ontario Wetland Evaluation System (OWES).
- wetland boundary delineation
- wetland Environmental Impact Studies (EISs).

Aquatic Studies

Kevin has assisted with numerous long-term fish monitoring programs using electrofishing to sample reaches of streams to assess and monitor development impacts to cold water streams. Kevin has experience collecting fish during electrofishing sampling, fish identification, marking and measuring. He also has experience identifying aquatic and wetland vegetation as well as collection of aquatic habitat data including stream depth, temperature, stream bed composition, flow speed and invertebrate

sampling. Kevin has assisted with electrofishing surveys and aquatic habitat assessments within Wellington County and the Region of Waterloo.

Renewable Energy Projects: Wind Power / Solar Projects

Kevin has extensive experience conducting and organizing both pre-construction and post-construction studies at wind farms in Ontario, Manitoba and Alberta. Kevin has been involved in a range of roles for post-construction studies including the development of monitoring methodologies for mortality searches, scavenger removal trials and searcher efficiency studies. Kevin has been involved in post-construction studies at four large scale wind farms and has conducted pre-construction studies at over a fifteen wind farms throughout Ontario, Manitoba and Alberta. Kevin has conducted field surveys or records reviews for over a dozen proposed solar parks.

Kevin's specific renewable energy expertise includes:

Wind

- development of mortality search methodologies and conducting mortality searches
- organizing and conducting scavenger removal studies and searcher efficiency trials
- identification of bird and bat fatalities
- incorporation of provincial and federal government policies and guidelines into monitoring methodologies
- developing study methods for pre-construction wind farm studies, including: migration surveys (dawn and dusk), daytime soaring surveys, waterfowl surveys, shorebird surveys, winter raptor and diurnal owl surveys, walking transect surveys, and driving transect surveys.
- identification of and evaluating habitats of significant wildlife species
- use of marine radar for determining bat passage rates and abundance

Solar

- collection of field data required to complete wetland evaluations
- identification and mapping of wetland boundaries
- evaluation and identification of significant wildlife habitats
- conducting records reviews

EMPLOYMENT HISTORY

Terrestrial Biologist and Project Manager

Dance Environmental Inc., Drumbo, Ontario. 2011 to present

Terrestrial and Wetland Biologist

Natural Resource Solutions Inc., Waterloo, Ontario. 2008 to 2011

Environmental Scientist

Stantec Ltd., Guelph, Ontario. 2006 to 2007

Avian Field Technician –Breeding ecology and impacts of urban development on Wood Thrush in the Region of Waterloo. Bird banding crew leader, nest searcher, nest monitoring. Canadian Wildlife Service and University of Waterloo, Waterloo, Ontario. 2003 to 2005

Terrestrial Biologist

Dance Environmental Inc., Drumbo, Ontario 2001 to 2003

PUBLICATIONS, PRESENTATIONS, AWARDS

Dance, K.W., K.S. Dance, M.B. Dance. 2012. Giant Ragweed (*Ambrosia trifida*) as a Food Source for Autumn Migrants and Winter Birds in the Grand River Basin. Ontario Birds 30(3):148-164.

Dance, K.S. 2012. Manipulation of Caterpillars for Consumption by Eastern Bluebirds. Ontario Birds 30(2):102-108.

Dance, K.W., K.S. Dance. 2012. Wetlands: What are they Good For? Oral Presentation. Princeton Historical Society. Princeton, Ontario. September 24, 2012.

Dance, K.S. 2011. "Raptors and Wind Farms". Oral Presentation. Ruthven Park 2nd Annual For The Birds Festival. September 17, 2011.

Dance, K. S. 2010. On the Wind: A Discussion of Raptors and the Wind Industry. Oral Presentation. Owen Sound Field Naturalist Club (OSFN). September 9, 2010.

Dance, K. S., Dance, K. W. 2010. "Raptors on the Wind". Oral Presentation. Kitchener-Waterloo Field Naturalist Club (KWFN). March 22, 2010.

Dance, K. S., Dance, K. W. 2010. Review of Raptor and Turbine Interaction Literature: the Case of the Erie Shores Wind Farm. Oral Presentation. RARE Charitable Research Reserve, Cambridge, ON. January 23, 2010.

Dance, K. S. R. James, L. Friesen, S. Murphy. 2009. "Raptor Behavior and Mortality (Erie Shores Wind Farm)". Poster Presentation. Canadian Wind Energy Association Annual Conference & Exhibition. September 20-23, 2009.

Dance, K. S. R. James, L. Friesen, S. Murphy. 2009. "Migrant Raptor Behavior and Mortality (at the Erie Shores Wind Farm)". Poster Presentation, 3rd place winner. A.D. Latornell Conservation Symposium. Nottawasaga, Ontario

USGS and Canadian Wildlife Service. 2007. Certificate of Appreciation Award to Kevin Dance for Recovery of Bird Band #2221-38156 (Tree Swallow). Band recovered at Melancthon Wind Farm, ON.



6.1(Cb)

File: 2517
By: Email & Mail

February 27, 2015
Township of Puslinch
7404 Wellington Road 34
RR# 3
Guelph, Ontario
N1H 6H9

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	March 18 / 15
File	E10163m

Attention: Mrs. Karen Landry
Clerk/ CAO

Dear: Mrs. Landry

Re: 2014 Ecological and Aquatic Monitoring Report for the Roszell Pit

As requested, I have reviewed the 2014 Ecological and Aquatic Monitoring Report prepared by Dance Environmental Inc. for the Roszell Pit. Based on the information supplied I offer the following comments.

1. Cattle are still allowed across to the wetland area where vegetation plots A and B had to be located due to the close proximity of groundwater seepage. Ongoing cattle grazing damages vegetation due to their trampling and browsing activities which could mask the effects of potential changes to the groundwater regime and hence invalidate the interpretation of monitoring data. I understand that CBM does not have control of farming activities on this property but nonetheless request that they should encourage the landowner to shift the electric fence that now runs through the wetland to the river further northwards so that cattle no longer have access to the area where monitoring plots are established. This would likely only result in the loss of less than an acre of poor quality woodland/wetland pasture.
2. The vegetation sample plot data collected in 2014 were similar to that recorded in 2013 thus indicating no significant change in growing conditions. However, the vegetation in Plots A and B was distributed by cattle grazing.
3. Brook trout spawning beds (redds) were again found in the Main Creek and Tributary #7 during the 2014 surveys. The number of redds observed in 2014 was less than was reported in 2013, but was similar to that observed in 2012 prior to any extraction. Hence, it doesn't appear that mining has affected fish habitat.
4. The 2014 salamander egg mass survey carried out in the isolated southwestern wetland (SWT2-2) on the Roszell pit property revealed the presence of many more Blue-spotted Salamander egg masses than were previously observed in 2013. Extraction does not appear to have adversely affected the salamander population.

5. During the spring of 2014 amphibian call surveys were carried out in the vicinity of the Roszell wetland and Dance again recorded the presence of spring peepers, wood frogs, green frogs and, gray tree frogs but no northern leopard frogs. The pond on the adjacent Jones property was also surveyed and a single bull frog was heard calling from this area. Although the number of frogs heard calling was somewhat less than in 2013 this may be explained by the harsh winter experienced in 2013/2014

In summary, the ecological and aquatic monitoring data indicated that aggregate extraction does not appear to be causing any negative impacts to natural heritage features or functions. Please do not hesitate to contact me if further clarification is needed on these matters.

Yours truly,

GWS Ecological & Forestry Services Inc.



Greg W. Scheifele, M. A., R.P.F.
Principal Ecologist/Forester

cc: Nathan Garland, Grand River Conservation Authority

6.2(a)



**Groundwater
Science Corp.**

RECEIVED

JAN 28 2015

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

January 27, 2015

Township of Puslinch

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

CLERK'S DEPARTMENT	
TO S.D for Comment	
Copy	
Please Handle	
For Your Information	
Council Agenda	

Jan 29/15

Dear Mr. Evans:

**RE: 2014 Groundwater Monitoring Summary,
CBM Neubauer Pit, Licence No. 625284
Part Lot 27, Concession 1, Puslinch Township**

This letter is a summary of the results of the 2014 groundwater monitoring program completed for the above reference property. The pit Licence was issued in December 2011. Site details and monitoring well locations are shown on **Figure 1** (attached).

1.0 Monitoring Program Requirements

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

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

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

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

2.0 Site Operations and Monitoring Completed

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

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

mAMSL = metres above mean sea level

Table 1: Monitor Installation Details

In June 2013 well damage to the top of casing was noted at BH1 and BH2. Monitor repair and maintenance, including casing extension and installation of protective casings, occurred at BH1, BH2 and BH3 in July 2013. Elevation data for these locations have been updated based on a survey completed after the maintenance work.

Water level data has been collected at the site since 2001. The water level monitoring data collected to date at the site, and as available from adjacent sites, is presented in **Table 2** (attached). Hydrographs of the water level data, showing historical trends since 2001, and the 2012 to 2014 monitoring results, are also included with this letter.

3.0 Discussion of Monitoring Results

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

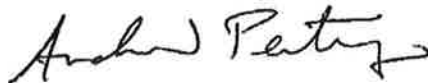
Development of Trigger Levels at the site should be based on data collected at both the existing monitors (long-term records) and the future perimeter wells BH4 and BH5 (2 or more years of data).

4.0 Recommendations

The monitoring program as listed on the Site Plan should continue in 2015.

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

Sincerely,

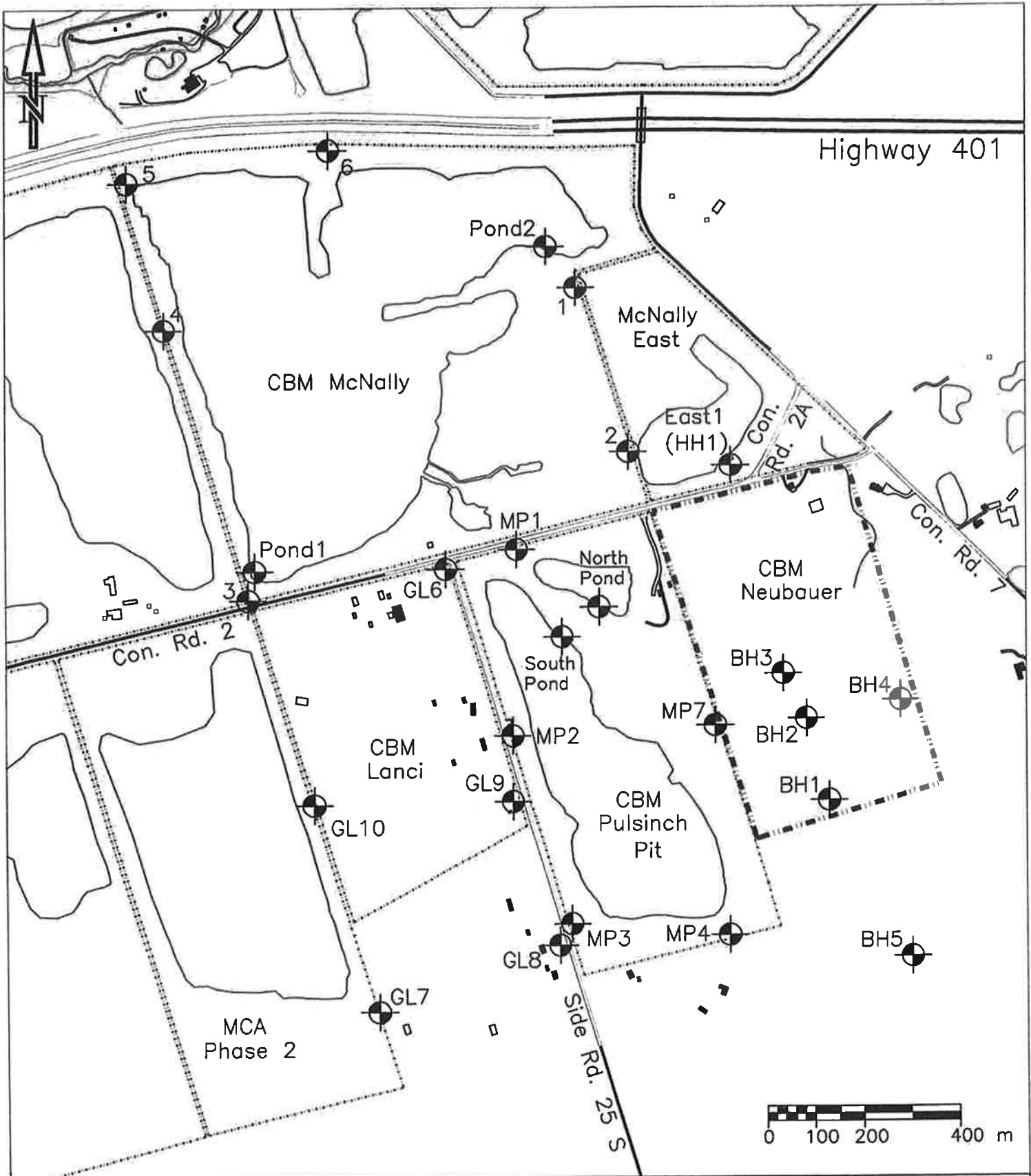


Andrew Pentney, P.Geo.
Hydrogeologist



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

Attached: Figure 1 Monitoring Locations
Table 2 Water Level Measurements
Hydrograph – Historical Data
Hydrograph – 2012 to 2014 Data



Highway 401

Pond2

CBM McNally

McNally East

East1 (HH1)

Pond1

MP1

North Pond

CBM Neubauer

Con. Rd. 2

South Pond

BH3

BH4

CBM Lanci

MP2

MP7

BH2

BH1

CBM Pulsinch Pit

GL10

GL9

GL8

MP3

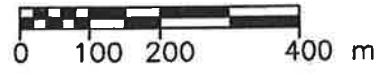
MP4





BH5

MCA Phase 2

GL7

Side Rd. 25 S



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

modified from:
 1) OBM mapping UNDER LICENSE, WITHOUT PREJUDICE OR ENDORSEMENT, FROM THE QUEEN'S PRINTER OF ONTARIO
 2) Site Plans, Harrington and Hoyle Ltd.
 3) 2010 Air Photo, GRCA

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



Scale: as shown
 Date: Jan. 2014

Date	Water Level Elevations (mAMSL*)								
	Neubauer Pit					Puslinch Pit		McNally East	
	BH1	BH2	BH3	BH4	BH5	Date	MP7	Date	HH1
Ref. Elev.:	322.69	328.15	329.37	320.74	318.69		325.02		310.76
revised July 2014	323.23	328.63	329.77						
24-Jan-01	305.45	#N/A	306.23	#N/A	#N/A	20-Apr-04	306.79	19-Oct-05	306.53
7-Feb-01	305.43	#N/A	306.21	#N/A	#N/A	19-May-04	306.93	17-Nov-05	306.53
22-Feb-01	305.67	#N/A	306.20	#N/A	#N/A	16-Jun-04	306.90	7-Dec-05	306.73
26-Feb-01	305.71	305.81	306.12	#N/A	#N/A	21-Jul-04	306.74	24-Apr-06	307.29
2-Mar-01	305.76	306.00	306.21	#N/A	#N/A	18-Aug-04	306.57	25-May-06	307.41
10-Apr-01	306.06	306.30	306.46	#N/A	#N/A	22-Sep-04	306.39	16-Aug-06	307.02
6-Jul-01	305.99	306.37	306.38	#N/A	#N/A	21-Oct-04	306.23	13-Nov-06	307.08
10-Sep-01	305.55	306.05	305.98	#N/A	#N/A	17-Nov-04	306.12	5-Feb-07	307.37
23-Nov-01	305.32	305.77	305.79	#N/A	#N/A	15-Dec-04	306.08	14-Apr-07	307.64
9-Jan-02	305.40	305.75	305.87	#N/A	#N/A	10-Jan-05	306.16	25-May-07	307.64
6-Mar-02	305.57	305.86	306.04	#N/A	#N/A	15-Feb-05	306.24	27-Aug-07	306.98
17-Apr-02	305.92	306.15	306.33	#N/A	#N/A	23-Mar-05	306.41	2-Nov-07	306.71
15-May-02	306.06	306.32	306.42	#N/A	#N/A	19-Apr-05	306.78	5-Jan-08	306.77
18-Jun-02	306.11	306.43	306.46	#N/A	#N/A	19-May-05	306.86	26-May-09	308.03
24-Jul-02	305.94	306.37	306.32	#N/A	#N/A	19-Jun-05	306.78	1-Jun-09	308.01
26-Aug-02	305.73	306.19	306.12	#N/A	#N/A	19-Jul-05	306.65	10-Jun-09	307.87
23-Sep-02	305.56	306.03	305.97	#N/A	#N/A	17-Aug-05	306.49	18-Jun-09	307.87
24-Oct-02	305.38	305.84	305.82	#N/A	#N/A	22-Sep-05	306.36	24-Jun-09	307.87
21-Nov-02	305.28	305.74	305.74	#N/A	#N/A	26-Oct-05	306.22	1-Jul-09	307.88
22-Dec-02	305.21	305.66	305.67	#N/A	#N/A	21-Nov-05	306.21	8-Jul-09	307.83
27-Jan-03	305.12	305.58	305.62	#N/A	#N/A	10-Dec-05	306.22	16-Jul-09	307.76
21-Feb-03	305.08	305.54	305.60	#N/A	#N/A	23-Jan-06	306.31	23-Jul-09	307.68
24-Mar-03	305.24	305.52	305.74	#N/A	#N/A	21-Feb-06	306.59	30-Jul-09	307.65
23-Apr-03	305.45	305.73	305.90	#N/A	#N/A	17-Mar-06	306.79	5-Aug-09	307.64
26-May-03	305.59	305.88	306.03	#N/A	#N/A	21-Apr-06	306.86	12-Aug-09	307.60
23-Jun-03	305.67	305.99	306.10	#N/A	#N/A	9-May-06	306.87	19-Aug-09	307.55
22-Jul-03	305.59	305.97	306.02	#N/A	#N/A	27-Jun-06	306.87	27-Aug-09	307.56
20-Aug-03	305.51	305.92	305.94	#N/A	#N/A	28-Jul-06	306.75	4-Sep-09	307.47
24-Sep-03	305.37	305.79	305.83	#N/A	#N/A	15-Aug-06	306.62	11-Sep-09	307.36
20-Oct-03	305.33	305.75	305.79	#N/A	#N/A	21-Sep-06	306.49	17-Sep-09	307.35
17-Nov-03	305.32	305.71	305.81	#N/A	#N/A	28-Oct-06	306.54	25-Sep-09	307.34
17-Dec-03	305.55	305.78	306.01	#N/A	#N/A	29-Nov-06	306.66	2-Oct-09	307.31
19-Jan-04	305.77	306.03	306.16	#N/A	#N/A	29-Dec-06	306.88	8-Oct-09	307.29
19-Feb-04	306.34	306.14	306.25	#N/A	#N/A	23-Jan-07	307.01	14-Oct-09	307.26
19-Mar-04	306.11	306.35	306.50	#N/A	#N/A	28-Feb-07	306.97	22-Oct-09	307.24
20-Apr-04	306.51	306.73	306.85	#N/A	#N/A	27-Mar-07	307.08	28-Oct-09	307.22
19-May-04	306.68	306.94	307.00	#N/A	#N/A	30-Apr-07	307.28	4-Nov-09	307.16
16-Jun-04	306.63	307.11	306.97	#N/A	#N/A	29-May-07	307.18	11-Nov-09	307.13
21-Jul-04	306.46	307.00	306.81	#N/A	#N/A	28-Jun-07	307.05	19-Nov-09	307.11
18-Aug-04	306.27	306.78	306.64	#N/A	#N/A	26-Jul-07	306.84	26-Nov-09	307.09
22-Sep-04	306.06	306.55	306.47	#N/A	#N/A	30-Aug-07	306.53	3-Dec-09	307.09
21-Oct-04	305.88	306.36	306.28	#N/A	#N/A	27-Sep-07	306.33	29-Mar-10	307.29
17-Nov-04	305.75	306.24	306.19	#N/A	#N/A	31-Oct-07	306.19	5-Apr-10	307.27
15-Dec-04	305.71	306.12	306.14	#N/A	#N/A	23-Nov-07	306.21	12-Apr-10	307.25
10-Jan-05	305.77	306.10	306.21	#N/A	#N/A	20-Dec-07	306.13	19-Apr-10	307.25
15-Feb-05	305.89	306.16	306.31	#N/A	#N/A	28-Jan-08	306.32	26-Apr-10	307.24
23-Mar-05	306.07	306.31	306.50	#N/A	#N/A	15-Feb-08	306.39	3-May-10	307.24
19-Apr-05	306.49	306.71	306.82	#N/A	#N/A	20-Mar-08	306.64	10-May-10	307.23
19-May-05	306.59	306.84	306.92	#N/A	#N/A	29-Apr-08	307.21	17-May-10	307.22
19-Jun-05	306.48	306.81	306.84	#N/A	#N/A	22-May-08	307.18	25-May-10	307.19
19-Jul-05	306.33	306.68	306.71	#N/A	#N/A	24-Jun-08	307.09	31-May-10	307.17
17-Aug-05	306.19	306.58	306.57	#N/A	#N/A	29-Jul-08	307.10	7-Jun-10	307.20

Date	Water Level Elevations (mAMSL*)								
	Neubauer Pit					Puslinch Pit		McNally East	
	BH1	BH2	BH3	BH4	BH5	Date	MP7	Date	HH1
Ref. Elev.:	322.69	328.15	329.37	320.74	318.69		325.02		310.76
22-Sep-05	306.02	306.43	306.41	#N/A	#N/A	27-Aug-08	307.03	14-Jun-10	307.18
26-Oct-05	305.88	306.31	306.30	#N/A	#N/A	23-Sep-08	306.99	21-Jun-10	307.17
21-Nov-05	305.83	306.20	306.27	#N/A	#N/A	24-Oct-08	306.83	28-Jun-10	307.19
10-Dec-05	305.84	306.21	306.28	#N/A	#N/A	24-Nov-08	306.78	5-Jul-10	307.14
23-Jan-06	305.93	306.21	306.37	#N/A	#N/A	12-Dec-08	306.78	12-Jul-10	307.12
21-Feb-06	306.25	306.47	306.65	#N/A	#N/A	19-Feb-09	307.23	19-Jul-10	307.08
17-Mar-06	306.50	306.67	306.87	#N/A	#N/A	24-Mar-09	307.45	26-Jul-10	307.17
21-Apr-06	306.59	306.86	306.94	#N/A	#N/A	23-Apr-09	307.54	3-Aug-10	307.12
9-May-06	306.59	306.87	306.95	#N/A	#N/A	25-May-09	307.66	8-Aug-10	307.06
27-Jun-06	306.62	306.96	306.96	#N/A	#N/A	25-Jun-09	307.46	16-Aug-10	307.00
28-Jul-06	306.46	306.85	306.83	#N/A	#N/A	20-Jul-09	307.29	23-Aug-10	307.01
15-Aug-06	306.33	306.76	306.71	#N/A	#N/A	27-Aug-09	307.16	30-Aug-10	306.99
21-Sep-06	306.14	306.56	306.56	#N/A	#N/A	24-Sep-09	306.99	7-Sep-10	306.93
28-Oct-06	306.21	306.50	306.62	#N/A	#N/A	22-Oct-09	306.83	13-Sep-10	306.89
29-Nov-06	306.36	306.57	306.74	#N/A	#N/A	24-Nov-09	306.71	20-Sep-10	306.86
29-Dec-06	306.60	306.83	306.94	#N/A	#N/A	21-Dec-09	306.69	29-Sep-10	306.82
23-Jan-07	306.74	306.96	307.08	#N/A	#N/A	30-Jan-10	306.64	6-Oct-10	306.80
28-Feb-07	306.69	307.08	307.05	#N/A	#N/A	24-Feb-10	306.58	12-Oct-10	306.79
27-Mar-07	306.80	307.08	307.16	#N/A	#N/A	18-Mar-10	306.76	20-Oct-10	306.78
30-Apr-07	307.05	307.31	307.38	#N/A	#N/A	22-Apr-10	306.85	25-Oct-10	306.77
29-May-07	306.94	307.35	307.28	#N/A	#N/A	20-May-10	306.76	3-Nov-10	306.71
28-Jun-07	306.78	307.27	307.16	#N/A	#N/A	17-Jun-10	306.73	10-Nov-10	306.67
26-Jul-07	306.56	307.09	306.93	#N/A	#N/A	15-Jul-10	306.64	18-Nov-10	306.66
30-Aug-07	306.23	306.82	306.63	#N/A	#N/A	18-Aug-10	306.55	24-Nov-10	306.67
27-Sep-07	306.01	306.61	306.44	#N/A	#N/A	21-Sep-10	306.42	30-Nov-10	306.67
31-Oct-07	305.87	306.46	306.30	#N/A	#N/A	21-Oct-10	306.32	21-Jan-11	306.59
23-Nov-07	305.82	306.41	306.27	#N/A	#N/A	18-Nov-10	306.22	28-Jan-11	306.58
20-Dec-07	305.77	306.29	306.22	#N/A	#N/A	21-Dec-10	306.18	3-Feb-11	306.59
28-Jan-08	305.99	306.25	306.41	#N/A	#N/A	17-Jan-11	306.16	10-Feb-11	306.60
15-Feb-08	306.04	306.29	306.48	#N/A	#N/A	20-Feb-11	306.14	20-Apr-11	307.01
20-Mar-08	306.31	306.53	306.71	#N/A	#N/A	20-Mar-11	306.36	26-Apr-11	307.16
29-Apr-08	307.02	307.23	307.32	#N/A	#N/A	29-Apr-11	306.66	3-May-11	307.18
22-May-08	306.97	307.27	307.30	#N/A	#N/A	20-May-11	306.85	9-May-11	307.19
24-Jun-08	306.83	307.22	307.21	#N/A	#N/A	16-Jun-11	307.06	17-May-11	307.24
29-Jul-08	306.85	307.13	307.21	#N/A	#N/A	19-Jul-11	306.94	24-May-11	307.31
27-Aug-08	306.76	307.13	307.15	#N/A	#N/A	18-Aug-11	306.74	30-May-11	307.36
23-Sep-08	306.71	307.06	307.11	#N/A	#N/A	22-Sep-11	306.54	6-Jun-11	307.40
24-Oct-08	306.56	306.99	306.94	#N/A	#N/A	18-Oct-11	306.44	13-Jun-11	307.42
24-Nov-08	306.49	306.87	306.88	#N/A	#N/A	15-Nov-11	306.38	20-Jun-11	307.41
12-Dec-08	306.48	306.81	306.86	#N/A	#N/A	20-Dec-11	306.42	27-Jun-11	307.42
23-Jan-09	306.85	307.08	307.19	#N/A	#N/A	26-Jan-12	306.51	4-Jul-11	307.43
19-Feb-09	306.98	307.16	307.33	#N/A	#N/A	21-Feb-12	306.57	11-Jul-11	307.41
24-Mar-09	307.26	307.51	307.59	#N/A	#N/A	20-Mar-12	306.64	18-Jul-11	307.36
23-Apr-09	307.35	307.66	307.66	#N/A	#N/A	26-Mar-12	306.64	26-Jul-11	307.28
25-May-09	307.46	307.79	307.78	#N/A	#N/A	2-Apr-12	306.64	2-Aug-11	307.25
25-Jun-09	307.26	307.62	307.60	#N/A	#N/A	10-Apr-12	306.64	8-Aug-11	307.23
20-Jul-09	307.07	307.44	307.42	#N/A	#N/A	17-Apr-12	306.62	15-Aug-11	307.17
27-Aug-09	306.90	307.25	307.26	#N/A	#N/A	24-Apr-12	306.61	22-Aug-11	307.08
24-Sep-09	306.73	307.08	307.09	#N/A	#N/A	2-May-12	306.60	29-Aug-11	307.01
22-Oct-09	306.54	306.91	306.91	#N/A	#N/A	8-May-12	306.59	6-Sep-11	307.02
24-Nov-09	306.41	306.74	306.80	#N/A	#N/A	14-May-12	306.57	13-Sep-11	306.95
21-Dec-09	306.38	306.69	306.77	#N/A	#N/A	22-May-12	306.55	19-Sep-11	306.92
30-Jan-10	306.33	306.64	306.72	#N/A	#N/A	28-May-12	306.52	27-Sep-11	306.89

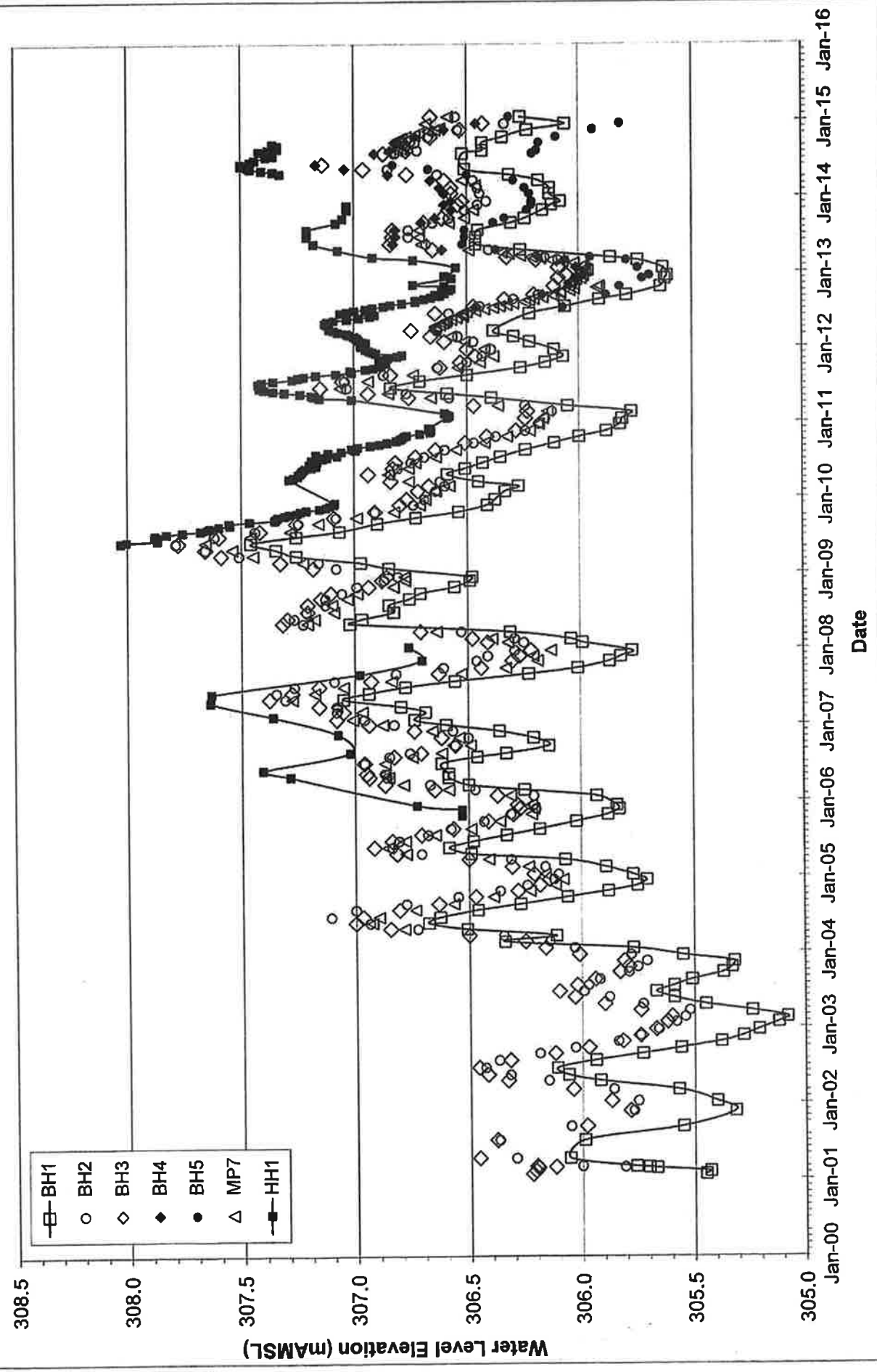
Date	Water Level Elevations (mAMSL*)									
	Neubauer Pit					Puslinch Pit		McNally East		
	Ref. Elev.:	BH1	BH2	BH3	BH4	BH5	Date	MP7	Date	HH1
	322.69	328.15	329.37	320.74	318.69		325.02		310.76	
24-Feb-10	306.27	306.60	306.67	#N/A	#N/A	5-Jun-12	306.52	3-Oct-11	306.88	
18-Mar-10	306.45	306.62	306.84	#N/A	#N/A	12-Jun-12	306.52	11-Oct-11	306.86	
22-Apr-10	306.59	306.84	306.94	#N/A	#N/A	18-Jun-12	306.50	17-Oct-11	306.89	
20-May-10	306.51	306.81	306.83	#N/A	#N/A	25-Jun-12	306.46	24-Oct-11	306.89	
17-Jun-10	306.43	306.75	306.82	#N/A	#N/A	3-Jul-12	306.42	31-Oct-11	306.88	
15-Jul-10	306.35	306.69	306.73	#N/A	#N/A	9-Jul-12	306.38	7-Nov-11	306.85	
18-Aug-10	306.24	306.60	306.64	#N/A	#N/A	16-Jul-12	306.35	14-Nov-11	306.81	
21-Sep-10	306.11	306.47	306.51	#N/A	#N/A	23-Jul-12	306.32	21-Nov-11	306.79	
21-Oct-10	306.00	306.37	306.41	#N/A	#N/A	30-Jul-12	306.29	30-Nov-11	306.91	
18-Nov-10	305.88	306.24	306.28	#N/A	#N/A	7-Aug-12	306.24	6-Dec-11	306.92	
21-Dec-10	305.82	306.18	#N/A	#N/A	#N/A	13-Aug-12	306.22	12-Dec-11	306.94	
17-Jan-11	305.81	306.15	306.24	#N/A	#N/A	20-Aug-12	306.20	19-Dec-11	306.95	
20-Feb-11	305.77	306.12	306.23	#N/A	#N/A	27-Aug-12	306.16	3-Jan-12	306.97	
20-Mar-11	306.05	306.24	306.47	#N/A	#N/A	4-Sep-12	306.11	11-Jan-12	306.96	
29-Apr-11	306.39	306.58	306.76	#N/A	#N/A	10-Sep-12	306.12	20-Jan-12	306.95	
20-May-11	306.59	306.77	306.94	#N/A	#N/A	17-Sep-12	306.08	25-Jan-12	306.97	
16-Jun-11	306.84	307.03	307.15	#N/A	#N/A	24-Sep-12	306.08	1-Feb-12	306.98	
19-Jul-11	306.71	307.04	307.05	#N/A	#N/A	2-Oct-12	306.04	8-Feb-12	306.99	
18-Aug-11	306.50	306.87	306.84	#N/A	#N/A	9-Oct-12	306.02	14-Feb-12	306.99	
22-Sep-11	306.26	306.63	306.62	#N/A	#N/A	15-Oct-12	305.92	20-Feb-12	307.00	
18-Oct-11	306.15	306.50	306.53	#N/A	#N/A	22-Oct-12	305.91	27-Feb-12	307.02	
15-Nov-11	306.07	306.43	306.46	#N/A	#N/A	29-Oct-12	306.02	5-Mar-12	307.03	
20-Dec-11	306.11	306.39	306.50	#N/A	#N/A	5-Nov-12	306.04	12-Mar-12	307.07	
26-Jan-12	306.22	306.47	306.60	#N/A	#N/A	13-Nov-12	306.03	20-Mar-12	307.09	
21-Feb-12	306.29	306.54	306.66	#N/A	#N/A	21-Nov-12	306.01	26-Mar-12	307.11	
20-Mar-12	306.38	306.63	306.75	#N/A	#N/A	29-Nov-12	305.99	2-Apr-12	307.11	
12-Jun-12	306.22	306.58	306.64	#N/A	#N/A	10-Dec-12	305.98	10-Apr-12	307.11	
12-Jul-12	#N/A	#N/A	#N/A	306.46	306.07	17-Dec-12	305.98	17-Apr-12	307.12	
16-Jul-12	306.06	306.44	306.47	#N/A	#N/A	3-Jan-13	305.97	24-Apr-12	307.13	
20-Aug-12	305.91	306.29	306.33	#N/A	#N/A	7-Jan-13	305.96	2-May-12	307.12	
10-Sep-12	305.79	306.18	306.20	306.16	305.88	14-Jan-13	305.97	8-May-12	307.09	
22-Oct-12	305.64	306.03	306.11	306.04	305.82	21-Jan-13	305.99	14-May-12	307.03	
30-Nov-12	305.62	306.01	306.09	306.01	305.72	28-Jan-13	305.98	22-May-12	306.98	
14-Dec-12	305.61	305.99	306.05	305.98	305.69	11-Feb-13	306.02	28-May-12	306.93	
21-Jan-13	305.63	305.97	306.09	306.01	305.74	18-Feb-13	306.07	5-Jun-12	306.91	
27-Feb-13	305.74	306.09	306.19	306.06	305.79	25-Feb-13	306.12	12-Jun-12	307.06	
12-Mar-13	305.86	306.15	306.32	306.18	305.95	6-Mar-13	306.17	18-Jun-12	307.03	
18-Apr-13	306.26	306.40	306.65	306.61	306.37	12-Mar-13	306.21	25-Jun-12	307.00	
15-May-13	306.46	306.68	306.84	306.83	306.52	20-Mar-13	306.26	3-Jul-12	306.95	
20-Jun-13	306.46	306.76	306.83	306.82	306.51	28-Mar-13	306.31	9-Jul-12	306.92	
23-Jul-13	306.45	306.76	306.83	306.82	306.51	3-Apr-13	306.34	16-Jul-12	306.87	
28-Aug-13	306.30	306.65	306.69	306.70	306.38	16-Apr-13	306.49	23-Jul-12	306.84	
18-Sep-13	306.24	306.58	306.61	306.64	306.33	15-May-13	306.70	30-Jul-12	306.79	
28-Oct-13	306.16	306.51	306.58	306.57	306.23	19-Jun-13	306.71	7-Aug-12	306.73	
22-Nov-13	306.12	306.45	306.54	306.60	306.21	23-Jul-13	306.71	13-Aug-12	306.73	
9-Dec-13	306.08	306.41	306.52	306.57	306.21	28-Aug-13	306.58	20-Aug-12	306.69	
15-Jan-14	306.13	306.44	306.57	306.60	306.22	19-Sep-13	306.51	27-Aug-12	306.66	
12-Feb-14	306.13	306.45	306.57	306.62	306.24	28-Oct-13	306.47	4-Sep-12	306.62	
20-Mar-14	306.18	306.47	306.60	306.66	306.29	24-Feb-14	306.46	10-Sep-12	306.64	
17-Apr-14	306.31	306.63	306.77	306.85	306.50	20-Mar-14	306.52	17-Sep-12	306.60	
14-May-14	306.51	306.85	306.96	307.04	306.67			24-Sep-12	306.61	
4-Jun-14	#N/A	#N/A	307.14	307.17	306.83	5-Aug-14	306.84	2-Oct-12	306.58	
28-Jul-14	306.52	306.82	306.87	306.91	306.21	12-Aug-14	306.81	9-Oct-12	306.57	

Date	Water Level Elevations (mAMSL*)								
	Neubauer Pit					Puslinch Pit		McNally East	
	BH1	BH2	BH3	BH4	BH5	Date	MP7	Date	HH1
Ref. Elev.:	322.69	328.15	329.37	320.74	318.69		325.02		310.76
11-Aug-14	306.43	306.72	306.77	306.84	306.19	19-Aug-14	306.79	15-Oct-12	306.60
17-Sep-14	306.43	306.73	306.76	306.82	306.18	27-Aug-14	306.78	22-Oct-12	306.60
15-Oct-14	306.34	306.67	306.66	306.73	306.10	3-Sep-14	306.79	29-Oct-12	306.74
18-Nov-14	306.23	306.54	306.53	306.60	305.94	10-Sep-14	306.79	29-Nov-12	306.57
17-Dec-14	306.06	306.33	306.43	306.46	305.82	17-Sep-14	306.80	10-Dec-12	306.60
19-Jan-15	306.26	306.55	306.66	#N/A	306.31	26-Sep-14	306.80	21-Jan-13	306.55
						8-Oct-14	306.79	27-Feb-13	306.74
						15-Oct-14	306.77	12-Mar-13	306.92
						23-Oct-14	306.73	16-Apr-13	307.07
						4-Nov-14	306.71	15-May-13	307.18
						11-Nov-14	306.67	19-Jun-13	307.21
						18-Nov-14	306.64	23-Jul-13	307.21
						25-Nov-14	306.62	26-Aug-13	307.08
						17-Dec-14	306.68	16-Sep-13	307.05
						19-Jan-15	306.59	28-Oct-13	307.03
								18-Nov-13	307.03
								22-Apr-14	307.33
								30-Apr-14	307.36
								7-May-14	307.41
								14-May-14	307.46
								21-May-14	307.47
								29-May-14	307.50
								6-Jun-14	307.50
								16-Jun-14	307.46
								25-Jun-14	307.44
								11-Jul-14	307.39
								17-Jul-14	307.36
								23-Jul-14	307.36
								31-Jul-14	307.38
								5-Aug-14	307.42
								12-Aug-14	307.38
								19-Aug-14	307.34
								27-Aug-14	307.34
								3-Sep-14	307.34
								10-Sep-14	307.36
								17-Sep-14	307.38
								26-Sep-14	307.35
								8-Oct-14	307.35
								15-Oct-14	307.31
								23-Oct-14	307.29
								4-Nov-14	307.24
								11-Nov-14	307.23
								25-Nov-14	307.22
								3-Dec-14	307.21
								10-Dec-14	307.21
								17-Dec-14	307.19

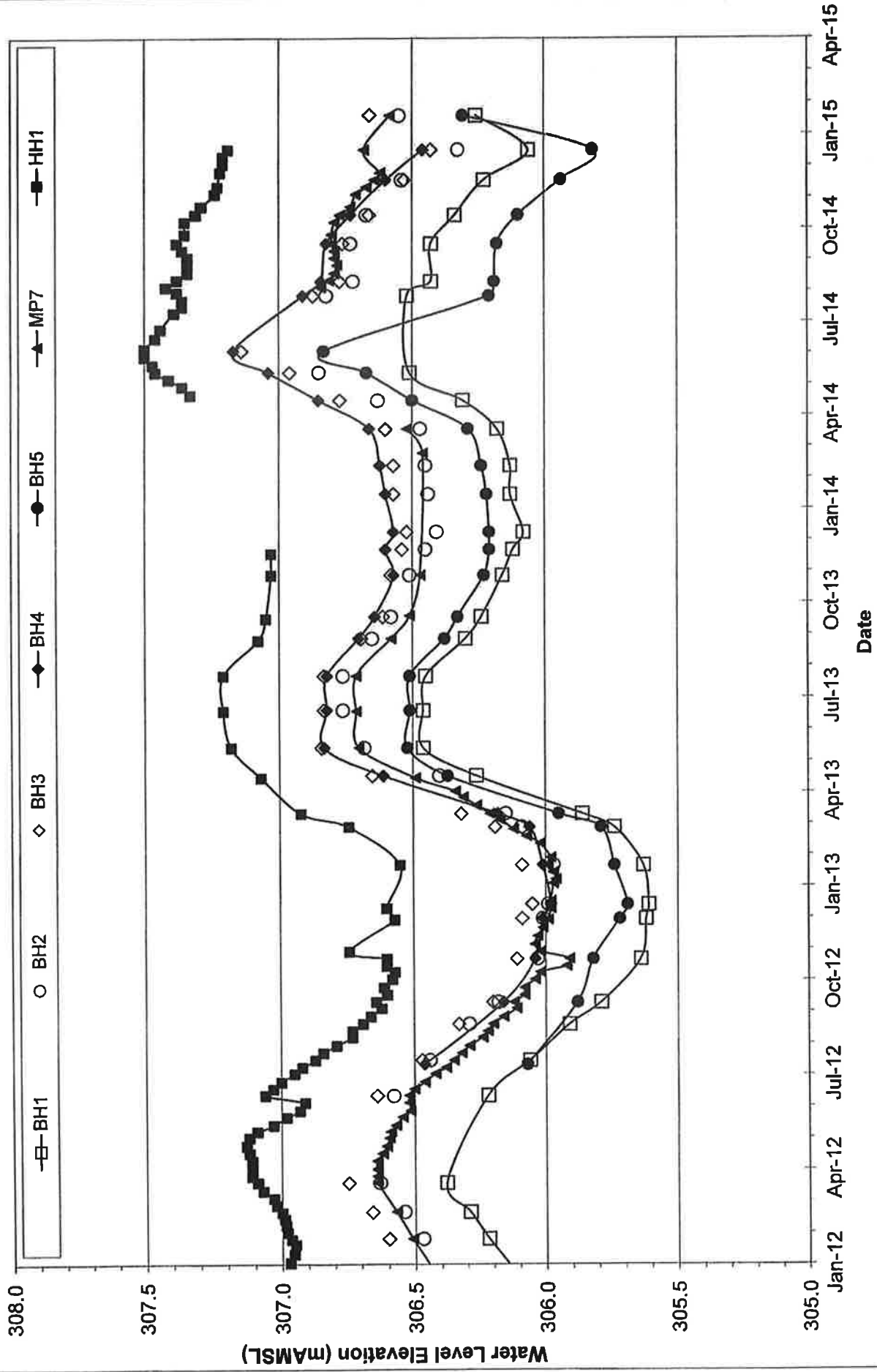
Notes:

* Elevations are geodetic, as per Van Harten Surveying Inc. July 2007 or July 2012 reported reference elevations
 TOC = Top of Casing

Historical Water Level Elevation Hydrograph - Neubauer Pit



Water Level Elevation Hydrograph - Neubauer Pit





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

6.2(b)

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

File: 0929

February 11, 2015

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

Attention: Karen Landry,
 CAO- Clerk

Re: Neubauer Pit – 2014 Monitoring Report (File E13/ ST)

CLERK'S DEPARTMENT	
TO	
Copy	
Please Handle	
For Your Information	
Council Agenda	March 15
File	

We have reviewed the documentation received regarding the 2014 groundwater monitoring at the Neubauer Pit. Below water table extraction has not commenced at the site and the summary acknowledges the requirement for two years of monitoring prior to commencement of below water table extraction.

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

The exception to this is an anomalous water level change in BH5 between July and December 2014. The data is anomalous in that a) the water level change (both downwards and upwards) recorded in monitor BH5 is greater than in other nearby monitors and b) unlike other years there is a seasonal change in groundwater flow from a northerly direction to a southerly direction between monitors BH5 and BH1. At our request, the author checked the data and found it to be accurate (see attached emails). There will be many years of data collection before below-water-table extraction occurs and perhaps, with more data, an improved understanding of these observations.

Sincerely,

Harden Environmental Services Ltd.



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

6.3(a)

Ministry of
Transportation

Office of the Minister

Ferguson Block, 3rd Floor
77 Wellesley St. West
Toronto, Ontario
M7A 1Z8
416-327-9200
www.ontario.ca/transportation

Ministère des
Transports

Bureau du ministre

Édifice Ferguson, 3^e étage
77, rue Wellesley ouest
Toronto (Ontario)
M7A 1Z8
416-327-9200
www.ontario.ca/transports

RECEIVED
FEB 20 2015
Township of Puslinch



FEB 17 2015

M2014-6210

Mr. Ted Arnott, MPP
Wellington-Halton Hills
Room 420, Legislative Building
Toronto ON M7A 1A8

Dear Mr. Arnott: *Ted*

Thank you for your letter regarding the need for the Highway 6 Morrison Bypass. I welcome the opportunity to respond.

Ministry staff met with members of Morrison Bypass Coalition on October 6, 2014, and shared this information with me. The ministry remains committed to this project. We have designated the new route in order to protect the required property from development.

The approved plan includes:

- a new four-lane alignment, west of Morrison
- widening of Highway 401 between the Hanlon Expressway and the proposed Highway 6 interchange
- constructing three new interchanges and making improvements to the Highway 401 and Highway 6 (Hanlon Expressway) interchange

The ministry is committed to continuing to work with community members to enhance traffic safety and operations in Morrison. A Community Safety Zone, signing and pavement marking upgrades, traffic signal timing improvements, and an extension of the eastbound off-ramp at the Highway 401 interchange have been undertaken.

Improving transportation infrastructure is part of our government's economic plan to invest in people, build modern infrastructure and support a dynamic and innovative business climate.

Thank you for bringing your concerns to my attention.

Sincerely,

Steven Del Duca
Minister

c. His Worship Dennis Lever, Mayor, Township of Puslinch



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Gary Cousins, Planning Director
Date: February 12, 2015
Subject: WELLINGTON COUNTY TRAIL FUNDING PROGRAMME (PD2015-06)

1. **BACKGROUND:**

Wellington County Council has approved an active transportation initiative involving the development of local trails. The programme is intended to provide a maximum of \$350,000 over 3 years to encourage local municipalities to develop trails within their communities. While there has been discussion on the programme the details have not been clearly established.

2. **TRAIL PROGRAMME:**

a) **Purpose:**

To encourage the development of local trails to primarily serve non-motorized users.

b) **Funding:**

A maximum of \$50,000 for each of 7 local municipalities from the County to be matched by the local municipalities or community groups. (in kind contributions not eligible)

c) **Project Approval:**

All projects must be supported by a local council resolution and by County Council. All projects subject to available County funding.

d) **Project Administration:**

Local council to administer trail project and provide County with appropriate support invoice for 50% of cost.

3. **RECOMMENDATION**

THAT the report on Wellington County Trail Funding Programme be approved.

Respectfully submitted,

Gary Cousins
Director of Planning



3. Wellington County Trail Funding Programme Report

1/2/15

Moved by: Councillor Watters

Seconded by: Councillor McKay

That the report on Wellington County Trail Funding Programme be approved; and

That the period of availability of the funds be during this term of Council (ending November 30, 2018); and

That matching funding to a maximum of \$50,000 may be applied to one or more municipally endorsed projects.

Carried

4. Hummel Official Plan Amendment - Mount Forest

The report was received for information.

5. Green Legacy Update Report

2/2/15

Moved by: Councillor Watters

Seconded by: Councillor McKay

That the Green Legacy Update Report PD2015-08 be received for information.

Carried

6. Source Water Update Report

3/2/15

Moved by: Councillor McKay

Seconded by: Councillor Watters

That the Source Water Update Report PD2015-09 be received for information.

Carried



Township of Puslinch

7404 Wellington Rd 34, Guelph, ON N1H 6H9

P: 519-763-1226 F: 519-763-5846

www.puslinch.ca

March 18, 2015

Antoni Wisniowski
President and Chief Administrative Officer
Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101
Pickering ON L1V 0C4

Regarding: Valuation of Aggregate Producing Properties

Dear Mr. Wisniowski,

At the recent ROMA/OGRA conference, representatives of the County of Wellington and Township of Puslinch met with Joan Young, MPAC's Vice-President of Stakeholder Relations to discuss the municipal perspective and concerns related to the assessment of aggregate producing properties.

To summarize the current situation, across the Province of Ontario, approximately 100 municipalities are affected by a substantial number of outstanding assessment appeals at the Assessment Review Board relating to the assessment treatment of aggregate producing properties (gravel pits); these appeals date back to the 2009 tax year and affect taxation up to the present day. The central issue in these matters is the *method of valuation* that should be applied to arrive at fair and equitable assessments for property tax purposes.

As a municipal host to substantial aggregate operations, we stand to be significantly affected by the outcome of these appeals, which will have far-reaching implications not only for prior tax cycles, but also into the future. Concern about the level of financial hardship and negative consequences that may result continues to grow as these matters will impact the broader municipal community in a material way.

The purpose of this communication is to confirm that the Township of Puslinch supports the coordinated efforts of the County of Wellington, Township of Puslinch and Town of Caledon to protect municipal interests in the appeal process before the Assessment Review Board. We trust that MPAC will similarly treat this outstanding body of appeals as a key priority.

We are also respectfully asking that MPAC include aggregate producing properties in the group of special purpose business properties that are subject to new Advance Disclosure Protocols in respect of assessment valuation methodology as part the organization's preparations for the next reassessment cycle. It is the municipality's

position that a comprehensive valuation methodology needs to be developed in conjunction with extensive stakeholder consultation to achieve a stable and defensible assessment method into the future. In our view this approach will bring greater certainty and predictability to the future valuation and tax treatment of this unique and complex property type benefiting taxpayers, municipalities and the assessing authority.

Thank you in advance for your careful consideration of this issue and our concerns. We look forward to receiving confirmation from MPAC that aggregate producing properties will be made a priority and subject to Advance Disclosure Protocol in the near future.

Sincerely,

Head of Council

Chief Administrative Officer

cc. Joan Young, Vice-President, Stakeholder Relations, MPAC

cc. The Honourable Charles Sousa
Minister of Finance
7 Queen's Park Crescent, 7th floor
Toronto, Ontario
M7A 1Y7

cc. The Honourable Ted McMeekin
Minister of Municipal Affairs and Housing
777 Bay Street, 17th Floor
Toronto, ON M5G 2E5

Municipal Class Environmental Assessment for Niska Road Improvements

Public Information Centre #1

November 27, 2014

5:00 PM – 7:00 PM

Kortright Presbyterian Church

55 Devere Drive, Guelph

Welcome

to the Public Information Centre for the Niska Road Schedule C Class Environmental Assessment

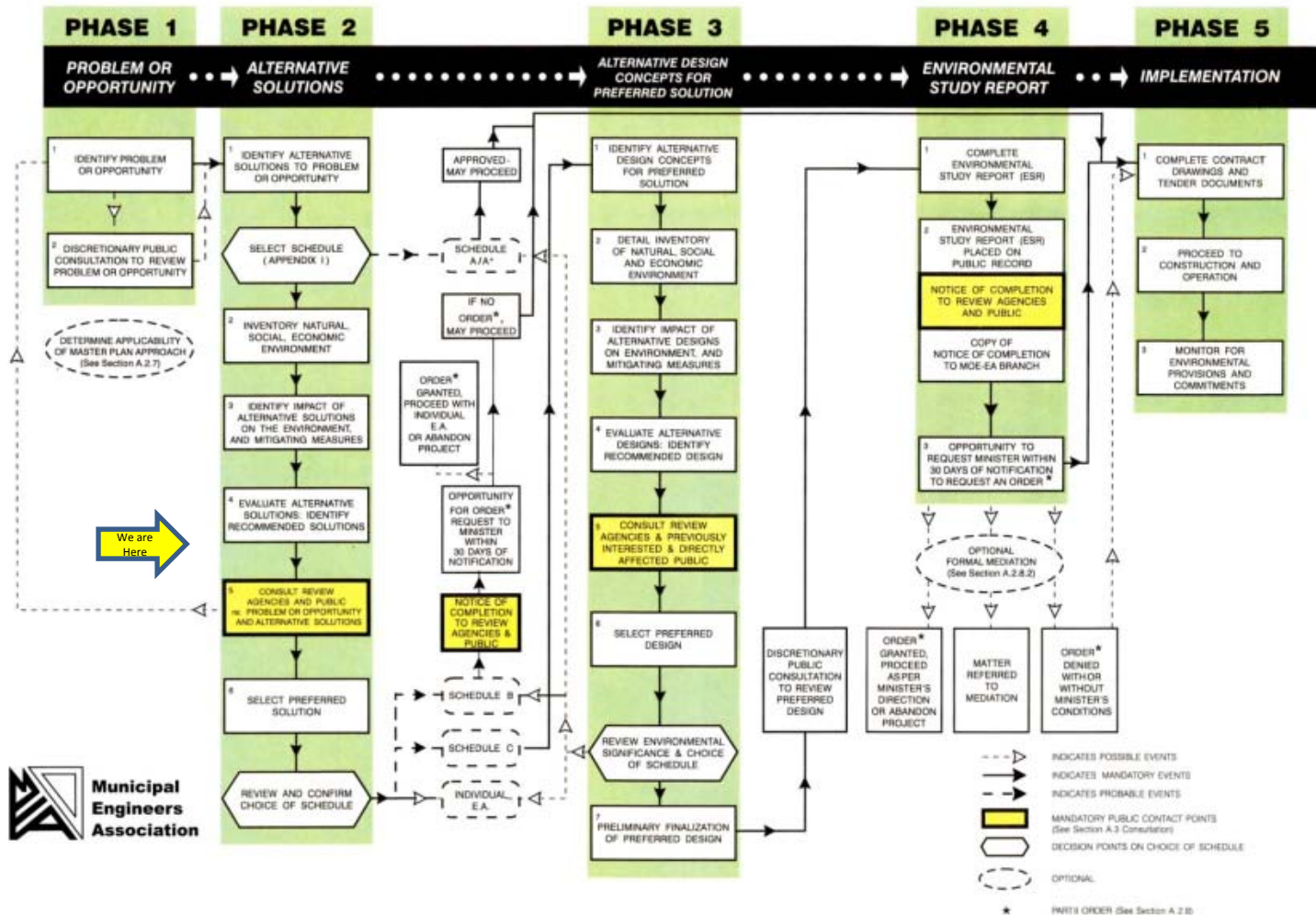
Please:

- Sign In
- Meet with Study Team Members
- Review the display materials and discuss your questions and ideas with the Study Team
- Fill in a comment sheet and return it to the Study Team in person, by email or fax by December 19, 2014

STUDY CORRIDOR



MUNICIPAL CLASS EA FLOWCHART



Municipal Class EA Process

Phase 1

- Identify Problems and Opportunities
 - Inventory natural, built, social/cultural and economic environments

Phase 2

- Identify Alternative Solutions to Address the Problems
 - Identify all reasonable alternative solutions
 - Consider environmental and technical impacts on each alternative solution
 - Identify preliminary preferred solutions
- Select a Preferred Solution to Address the Problems
 - Evaluate preliminary preferred solutions based on public input and feedback
 - Select a preferred solution to address the problems



We Are Here

Phase 3

- Identify Design Concepts to Implement the Preferred Solution
 - Identify all reasonable alternative design concepts to implement the preferred solution
 - Consider environmental and technical impacts on each alternative design concept
 - Identify preliminary preferred design concepts
- Select a Preferred Design Concept to Address the Problems
 - Evaluate preliminary design concepts based on public input and feedback
 - Select a preferred design concept to address the problems

Phase 4

- Prepare and File the Environmental Study Report (ESR)
 - Complete an ESR detailing all of the activities undertaken to date
 - Issue the ESR for a 30-day public review period
 - Address any concerns raised by the Minister of the Environment and Climate Change
 - Notify the public and agencies of completion of the ESR and of the Part II Order provision in the EA Act

Phase 5

- Project Implementation
 - Proceed to detailed design and construction of the project
 - Monitor for environmental provisions and commitments

Stakeholder Consultation Timeline



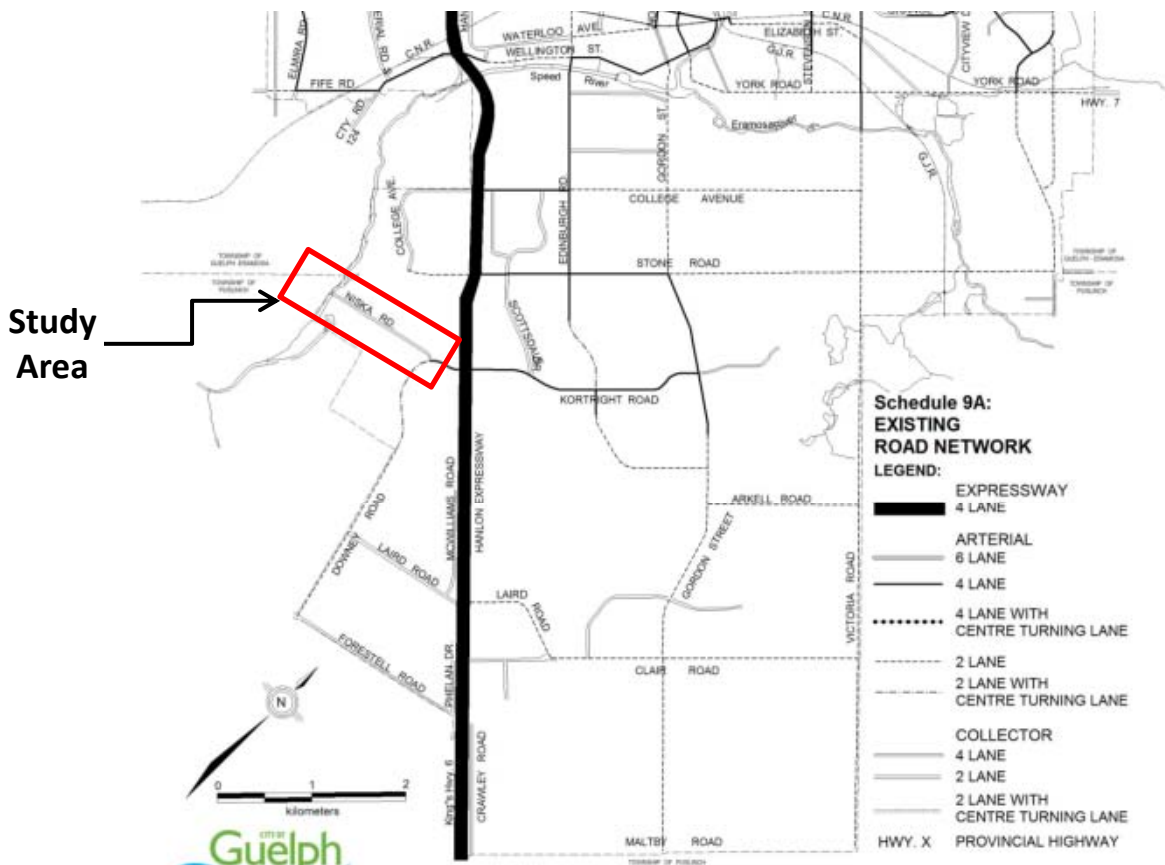
City of Guelph Official Plan: Schedule 9A

8.2.18 The City’s functional hierarchy of roads is a component of and ties into the Provincial Highway grid. The Provincial Highway grid through Guelph is illustrated on the Existing Road Network Schedule 9A.

Collectors

Within the City’s Official Plan Collector roads hold the following characteristics:

- a) Collector roads are intended to move low to moderate volumes of traffic within specific areas of the City and collect local traffic for distribution to the arterial or Provincial highway system.
- b) Collectors are moderate speed design, having capacity for 2-4 lanes, usually undivided.
- c) Parking may be permitted.
- d) The desirable *right-of-way width* shall range from 23 meters to 26 meters.



Community Concerns

Following the initial Notice of Commencement issued in April 2013, the study team received several responses from local residents. The following key concerns were raised. Written responses were provided to all stakeholders.

Comment / Concern	Responses
Request for Schedule C Environmental Assessment Study to be undertaken.	As per the requirements of the Class EA process, originally this study was advertised as a Schedule B. However, after considering concerns raised by the community and requests for a more detailed analysis, the study was elevated to a Schedule C by the proponent – the City of Guelph.
Request for estimated costs for construction of a new bridge.	Once the preferred option chosen, a preliminary cost estimate will be conducted, taking into consideration various bridge design and mitigation measures.

Community Concerns (continued)

Comment / Concern	Responses
<p>Increased traffic will be dangerous for wildlife and people and will negatively effect neighborhood.</p> <p>Concerned about pedestrian safety and lack of sidewalks on Niska Road.</p>	<p>We acknowledge your concerns about risks to people and would like to note that one of the goals of the EA will be to improve public safety of the road corridor. The City will not be increasing the number of vehicular travel lanes. At present there is one vehicular travel lane in each direction and this will remain. The City is considering implementing sidewalks and/ or bike lanes on both sides of the roadway and bridge, which would provide the public with a safe means of biking or walking through the study area and connecting to the existing trails on the west side of the Speed River.</p>
<p>Impact to fish.</p>	<p>Impacts to fish and fish habitat are avoided using suitable mitigation measures that include: approved in-water works timing windows, fish salvage (if required), water quality monitoring and limiting the duration of in-water work.</p>

Community Concerns (continued)

Comment / Concern	Responses
<p>Increased traffic will result in increased noise and air pollution.</p>	<p>As part of the assessment process the study team will conduct a desk top review that correlates the noise generated from traffic based in known and future traffic volumes, (based on MTO traffic noise protocols). Given that there are no rear yard recreational areas that are exposed to the road, noise attenuation fences will not be utilized.</p>
<p>Will/Can the EA consider traffic calming measures?</p>	<p>The Project Team will be exploring options for traffic calming measures during the course of the EA study. These measures include: enforcement of truck restrictions, enforcement of speed limits, community signage, consideration for speed humps, and traffic lane markings (such as tiger teeth or hatched areas).</p>

Community Concerns (continued)

Comment / Concern	Responses
<p>Request for expansion of study area to include Niska Road from bridge to Downey Road.</p>	<p>The EA scope of work includes the upgrading or replacement of the Niska Road bridge. The study area is defined in order to assess natural environmental impacts and mitigations. Even though the upgrading of Niska Road between bridge and Ptarmigan Drive does not require an EA, it has been included as part of the overall study and traffic analysis. The Project Team is addressing the traffic issues on a wider network basis including adjacent road and intersections connected to Niska Road. The City's jurisdiction ends at the west side of the bridge, but the City works with surrounding Townships and County in addressing design and safety issues on common and shared roadways.</p>
<p>Concerned that there are not enough opportunities for public involvement.</p>	<p>The Municipal Class EA process is in the early stages of development and the City is committed to ensuring that there is full community involvement throughout the Class EA process. The City added a community working group to the process and have continued to reach out to key community stakeholders.</p>

Community Working Group

- In order to encourage active participation and cooperation between the project team and members of the community, a Community Working Group (CWG) was established at the onset of this Schedule C EA.
- The group initially consisted of 14 members of the community, most living within the vicinity of the project area, some from the surrounding community and one representative from Grand River Conservation Authority (GRCA).
- The CWG Terms of Reference stipulated a number of committee meetings would be conducted. To date a total of 7 meetings have been conducted covering all aspects of the Class EA and evaluation process.
- At each meeting, members were provided with materials to be discussed, which related to the project status, evaluation and process in order to promote dialogue and share ideas.



Community Working Group's Concerns

- At the onset of the CWG meeting process, CWG members were asked to provide a list of what were considered the most important issues.
- These issues were discussed in detail at the meetings.
- The following issues were ranked as most important by the CWG members:
 - Bridge safety
 - Preservation of corridor viewscales
 - Protection of aquatic and terrestrial wildlife and wildlife habitat
 - Preservation of recreational use of lands (water use, trail use, greenspace, cycling)
 - Volume of truck traffic
 - Volume of vehicular traffic
 - Size of trucks
 - Traffic speed on Niska Road
 - Heritage value of bridge and streetscape
 - Future development plans for GRCA Lands
 - Implementation of traffic calming measures

Existing Road Characteristics



Existing Road Characteristics

- Niska Road is currently classified as a collector road in the City of Guelph Official Plan. A collector road's purpose is to:
 - Collect vehicle trips and provide through movement for travel to/from arterials and expressways
 - Serve land access
- Traffic control on Niska Road is characterized by:
 - All way stop at Ptarmigan Drive and Niska Road
 - Stop sign control at Niska Road and Downey Road
 - 50 km/h speed limit
- Pavement on Niska Road between the Niska Bridge and Ptarmigan Drive is approximately 6 meters wide, with a rural cross section. This section of road:
 - Has severely cracked pavement in both urban and rural cross sections of the road corridor
 - Has eroding ditches creating sedimentation in surrounding natural environment
 - Requires pavement rehabilitation
 - Lacks pedestrian and cyclist amenities
 - Lacks shoulders



Existing Bridge Characteristics

- The Niska Road Bailey Bridge is a single lane bridge, installed in 1974 as a 'temporary bridge replacement.'
- Currently Niska Bridge is in need of repair due to:
 - Poor structural condition
 - Water encroaching against abutments
 - Absence of pedestrian access
 - Progressive undermining of northwest retaining wall
 - Failure of northwest and northeast embankments
 - Severe corrosion on both embankments
 - Posted 5 tonne load limit
 - High estimated cost of complete repairs ranging from \$800,000 to \$1 Million based on 2013 Biennial Bridge Inspection Report



Existing Traffic Safety Conditions

- 16 reported collisions
(6 involved personal injury)
- 2 head on collisions, 2 rear end collisions and 1 out of control/excessive speed at the Bailey Bridge
- 5 collisions at Niska/Downey intersection due to failure to yield right of way
- 4 collisions at Niska/Ptarmigan intersection
- 2 collisions on Niska Road between Ptarmigan Drive and Pioneer Trail
- Between April 1, 2008 and April 30, 2013, there were 16 reported collisions, mainly occurring between:
 - 2009 and 2011
 - 10:00 am and 7:00 pm
 - May and September



Existing Traffic Volume

Summary of Traffic Volume Studies conducted between October 17-23 2013

Section of Road	Average weekly 24 hour traffic eastbound	Average weekly 24 hour traffic westbound	Highest weekday peak hour volume eastbound between 5:00 pm and 6:00 pm	Highest weekday peak hour volume westbound between 8:00 am and 9:00 am	# Cyclists
Niska Road between Ptarmigan Drive and Downey Road	1924	2001	248	189	77
Niska Road between Ptarmigan Drive and Pioneer Trail	2405	2247	366	302	111
Niska Road between Pioneer Trail and the Speed River/ Niska bridge	2431	2315	379	302	120

Existing Traffic Conditions

Summary of Vehicle Speeds obtained from Traffic Studies conducted between October 17-23 2013

	Niska Road Between Ptarmigan Drive and Downey Road	Niska Road Between Ptarmigan Drive and Pioneer Trail	Niska Road Between Pioneer Trail and Speed River/Niska Bridge
85% speed eastbound	60	60	74
85% speed westbound	59	59	70
Total Heavy Trucks	25	20	15

Notes:

- Note 1: An existing bylaw is in place prohibiting trucks with gross weights of 4, 500 kg or greater from travelling on Niska Road
- Note 2: Total Heavy truck counts are those equal or greater than 4 or more axle units

Niska Road Travel Survey

A traffic survey was conducted on Thursday June 19, 2014 from 7:00am - 7:00pm on Niska Road at the Bailey bridge. Of a total of 2031 respondents:

- 967 were external trips
- 1064 were internal to the immediate neighbourhood
- 76 % of respondents felt that the corridor was important
- 61.5% of respondents were travelling for work

Purpose of Travel Survey - June 19, 2014 from 7:00 a.m. to 7:00 p.m.

Purpose of Travel	Total Respondents
Work	1250
Shopping	125
School	49
Pleasure	409
Other	208

Origin/Destination of Trips Across Niska Road Bailey Bridge - June 19, 2014 from 7:00 a.m. to 7:00 p.m.

Travel Origin of Trips	Travel Destination of Trips				
		External	HCN*	KHN*	Total
External		967	237	254	1458
HCN*		308			308
KHN*		265			265
Total		1540	237	254	2031

- *Internal Trips
- HCN: Hanlon Creek Neighbourhood (Edinburgh to Hanlon plus Kortright)
- KHN: Kortright Hills Neighbourhood (West of Hanlon and South of Hanlon Creek)

Evaluation Factors Considered

The following factors were considered during evaluation of alternative options:

1. Socio Economic

- Niska Road transverses residential, open space and agricultural areas, then connects Guelph to Puslinch Township on the west side of the Speed River.
- Areas immediately surrounding the Niska River and Hanlon Creek floodplains, adjacent to the study area have been designated as core greenland.

2. Cultural / Archaeological

- A Stage 1 Archaeological Assessment completed in June 2013 and June 2014 concluded that:
 - Part of the western section of the proposed right-of-way has some potential for both Aboriginal and Euro-Canadian archaeological resources;
 - Some sections of the proposed right-of-way have archaeological potential as located within 300 metres of a source of water and are potentially undisturbed;
 - Other areas either disturbed or are associated with low laying poorly drained lands and therefore do not have archaeological potential; and
 - The right-of-way at the intersection with Downey Drive has potentially undisturbed area with some archaeological potential.
- Stage 1 assessment recommendations:
 - Well drained potentially undisturbed sections of proposed right-of-way should be subjected to a Stage 2 archaeological assessment prior to any construction activities; and
 - No soil disturbance or development activities should take place until after a Stage 2 archaeological assessment has been completed.

CHER Report Summary

- A Cultural Heritage Evaluation Report (CHER) and photographic documentation was completed in April 2014 by Unterman McPhail Associates
- Through application of the “Criteria for Determining Cultural Heritage Value” and under ‘Ontario Regulation 9/06’, the Niska Road Bailey Bridge was determined to be of cultural heritage value or interest for design/physical, historical/associative and contextual reasons:
 - 1. Rare example of a style, type**
 - Is the only identified example of a Bailey bridge within the City of Guelph
 - Is a rare example of Bailey bridge within the Grand River watershed as one of only two examples of its type
 - Is one of a limited number of Bailey bridges located in Southern Ontario
 - 2. Direct associations with a theme**
 - Is associated with the settlement history of the Township of Puslinch and the City of Guelph
 - Remains an important crossing of the Speed River, providing important transportation links between the City of Guelph to the east and City of Cambridge to the west
 - 3. Yields information that contributes to an understanding of a community or culture**
 - Structure conveys the evolution of bridge building activities at the site
 - Stone faced abutments would be representative of 19th century construction techniques, while the concrete rubble retaining walls and Bailey bridge structure relate clearly to the 20th century
 - 4. Character**
 - Bailey bridge structure with wood deck is well suited to its rural location and is important in maintaining the character of the area
 - 5. Linkages**
 - The Niska Road Bridge is physically, functionally, visually, and historically linked to its surroundings
 - 6. Landmark**
 - The Niska Road Bridge spans the Speed River, which forms part of the Grand River’s Canadian Heritage River designation, and is considered to be a physical landmark within the southwest part of the City of Guelph

CHER Report Summary

- Despite determination of cultural heritage value or interest, the Niska Road Bridge is not municipally designated under the Ontario Heritage Act (OHA). It is not included on a local heritage inventory of cultural heritage resources or a municipal heritage register adopted under the OHA.
- The following mitigation measures were recommended by the CHER Report:
 - An undertaking should not adversely affect cultural heritage resources, and intervention should be managed in such a way that its impact is sympathetic with the value of the resources.
 - When the nature of the undertaking is such that adverse impacts are unavoidable it may be necessary to implement management or mitigation strategies that alleviate the deleterious effects to cultural heritage resources. Mitigation measures lessen or negate anticipated adverse impacts to cultural heritage resources.
 - Mitigation measures may include such actions as avoidance, monitoring, protection, relocation documentation, salvage, remedial landscaping, etc., and may be a temporary or permanent action.
 - The Niska Road Bailey Bridge has cultural heritage value due to its structure and original use during war time. If bridge removal is chosen, measures will be taken to relocate or document the bridge's significance.



Evaluation Factors Considered

3. Existing Natural Environment

- The study area is located within lands that have been identified in the City of Guelph OP as part of the **Natural Heritage System**, containing Significant Wetlands, Significant Natural Areas, Significant Wildlife Habitat and Crossings, Significant Valleylands and Significant Woodlands.
- The road corridor may provide **wildlife habitat** for the following species, including: raccoon, skunk, squirrel and beaver. These species are all tolerant to disturbance and are often found in residential areas.
- Lands surrounding the study area including GRCA owned land north and south of Niska Road, contain potential habitat for coyote, frogs, turtles and a variety of breeding birds.
- White-tailed **deer wintering and movement** habitat has been identified by Ministry of Natural Resources and Forests (MNNRF) on the north and south sides of Niska Road. The road design will consider impacts to wildlife movement.
- Salamander road mortality survey completed on April 8, 2014 concluded that Niska Road is **not** being used as **migratory path** for breeding **amphibians**.
- Several **vegetation community** types have been mapped in the study area, including: Mineral and Organic Mixed Swamps, Mixed Forests, Deciduous Forests, Cultural Meadows and Meadow Marshes.

Species at Risk

- A desktop review of background information sources from government and review agencies indicated the potential for the study area to provide habitat for a number of species listed as significant within Ontario or federally.
- The **Snapping Turtle**, was observed on-site. This species is not federally designated, but is provincially designated as Special Concern, which is not regulated under the Endangered Species Act.
- This specimen was observed in habitat within private GRCA lands. Impacts to this habitat are unlikely. Alternative habitat for these species including wetland and river environments are supported onsite. Mitigation measures will be implemented to prevent potential negative effects, including road mortality.



Snapping Turtle
Chelydra serpentina

Special Concern
(Provincial)

Aquatic Environment

General Area Description

- Sections of the Speed River Complex and Hanlon Creek are located within the study area.
- Areas directly surrounding these waterbodies designated as Significant Natural Area within the City of Guelph Official Plan. All proposed work would likely occur within the road right of way, however if impacts to the core greenland are assumed, proper mitigation measures will be implemented.

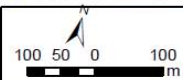
Amphibian Assessments

- Amphibian assessments were conducted at 2 sites within the study area in 2013 and 2014.
 - During the 2013 assessments, only 1 Spring Peeper was heard calling.
 - During the 2014 assessments, several amphibian species were identified, but no Species at Risk (SAR) were observed.

Aquatic Assessments

- Aquatic assessment completed on May 8, 2013 and July 10, 2014 concluded that:
 - A groundwater seep along the bank of the western side of the downstream section which adds a cool/coldwater input.
 - Darters were observed during the 2013 assessment slightly downstream of this groundwater seep. This location has the potential to be darter/cyprinid spawning habitat and existed again during the 2014 assessment.
 - No fish were observed during the 2014 assessment.
 - Potential fish spawning habitat identified within the Speed River, particularly in the deep pools that the bailey bridge abutments have created conditions within the Speed River were not considered ideal for fish habitat, due to low water levels and relatively warm aquatic conditions.

NATURAL HERITAGE SYSTEM



Natural Heritage System Natural Heritage System

As approved by the Ontario Municipal Board, June 4th, 2014.

Niska Road
Spring 2012 Aerial Photography

Produced by the City of Guelph
Planning Services
Adopted: July 27, 2010, Consolidated: June 2014

Viewscape: Existing Condition



**Puslinch Side Showing
Bridge and Viewscape
Looking East on Niska
Road toward Guelph**



**Niska Road at
Ptarmigan Drive**

Images provided by Niska Road Community Working Group Member - *March 18, 2014*

Existing Conditions - GRCA Lands

- Sections of Niska Road are flanked by Grand River Conservation Authority (GRCA) owned lands.
- Rehabilitation of the former Kortright Waterfowl Park property has been recently initiated.
- GRCA will be undertaking a master planning process to address the future management and operation their land holdings in the vicinity of the study area.



Future Traffic Projections

In order to understand and anticipate future traffic growth and road intersection traffic pressures, a peak hour traffic forecast analysis was conducted. This analysis helped to determine the types of intersection improvements that should be considered based on the anticipated volumes. These peak hour growth numbers are provided below, however the intersection design options will be fully evaluated in the following study phase.

2013-2031 PM Peak Hour Traffic Forecast Niska Road and Downey Road Intersection

	2013	2031	Anticipated % Growth
Eastbound Niska Road at Downey Road	200	335	68%
Westbound Niska Road East of Downey Road	200	360	80%

Problem/Opportunity Statement

- The purpose of this study is to undertake a Schedule C Municipal Class Environmental Assessment to assess the rehabilitation and replace options for Niska Road between the Bailey Bridge and Downey Road including improvements to the Downey and Niska Road intersection.
- The current City of Guelph's Official Plan recognizes Niska Road as a two-lane collector road which collects vehicle trips from the immediate area and provides for through movement for vehicular travel to/from arterial roadways and expressways. A secondary function is to serve land access and to link the Townships of Puslinch and Guelph-Eramosa.
- Segments of the Niska Road through the study corridor are nearing the end of their useful life and the single lane Niska Road Bailey Bridge, installed in 1974 as a temporary replacement, is in very poor condition and is also nearing the end of its life expectancy.
- A solution is required to address the deterioration and increasing maintenance costs to Niska Road infrastructure. In addition to reviewing a variety of road cross-sections; impacts to the natural environment and community road safety issues; a range of bridge solutions will also be examined which includes bridge closure, bridge rehabilitation and bridge replacement.
- Completion of this Environmental Assessment is part of the process to enable the City of Guelph to address both the short-term and the long-term transportation needs for the local community and the connected overall transportation network.
- Social and economic impact, aquatic impact, natural environmental impact, archaeological assessments and heritage assessment will all be assessed as part of the Class EA study process. Community safety and road safety will also be examined. Presently, traffic volumes exceed regulatory thresholds and guidelines for a single lane bridge.
- The Local Community has identified 4 important considerations:
 1. Consider how to maintain, preserve and protect natural environment and cultural heritage, viewscales, historic character of existing road and rural/urban interface.
 2. Consider the cultural and historical evaluation of the existing Bailey Bridge.
 3. Consider health and safety of the local community.
 4. Consider recreational opportunities.
- As an opportunity, the following bridge options shall be considered equally:
 - Consider closing the bridge (i.e. allow pedestrian and bicycle traffic only)
 - Consider rehabilitation of existing bridge
 - Consider bridge removal
 - Consider replacing existing bridge with a one lane bridge
 - Consider replacing existing bridge with a two lane bridge
- The Municipal Class EA process allows for the Study Team to fully examine all options using context based design planning principles to identify and explore reasonable opportunities.

Alternative Solutions for Road

- **Alternative 1 : Do Nothing / Repair and Maintain**
 - To assess what would happen if no action is taken to address the study concerns
 - Includes efforts to maintain road in a “good state of repair”

- **Alternative 2 : Repave Road Surface**
 - Involves the maintenance of the existing Niska Road which entails the repaving of the existing road from Ptarmigan Drive to the bridge at Speed River

- **Alternative 3 : Reconstruct Road**
 - Involves the full reconstruction of Niska Road from Ptarmigan Drive to the bridge at Speed River

Alternative Solutions for Bridge

- **Alternative 1: Do Nothing But Repair and Maintain**
 - To assess what would happen if no action is taken to address the study concerns
 - Includes efforts to rehabilitate the existing bailey bridge and maintain it in a “good state of repair”

- **Alternative 2: Close Bridge to Vehicular Traffic and Maintain**
 - Rebuild the existing Niska Road bridge to accommodate pedestrian and cyclist traffic only
 - Bridge would be closed to vehicular traffic

- **Alternative 3: Remove Bridge and Do Not Replace Existing Bridge**
 - Convert Niska Road to a local residential street and cut-off any direct access to the west across the Speed River
 - Involves downgrading Niska Road to local residential status, therefore no need to provide operational enhancements (pedestrian/cycling facilities, traffic calming, etc.)

Alternative Solutions for Bridge (Continued)

- **Alternative 4: Replace the Existing Bailey Bridge With New One Lane Structure and Provide Operational Improvements to Niska Road**
 - Addresses the need to replace the existing Bailey Bridge that has reached its end of life
 - Operational improvements to address existing traffic and safety issues will be considered (e.g. truck restrictions; traffic calming; bicycle/pedestrian facilities; and intersection improvements)
- **Alternative 5: Replace the Existing Bailey Bridge with a Two Lane Structure and Provide Operational Improvements to Niska Road**
 - This alternative addresses the need to replace the existing Bailey Bridge with a two-lane vehicular structure over the Speed River
 - Operational improvements to Niska Road (similar to those identified in Alternative 4) to address existing traffic and safety issues will be considered

Evaluation Criteria

Several criteria were used to evaluate each alternative including:

1. Natural Environment

- Protected Areas
- Terrestrial Habitat
- Aquatic Habitat and Biology
- Hazard Lands
- Surface Water Quality and Drainage
- Groundwater Quality

2. Socio-economic / Cultural

- Residents
- Community and Region
- Heritage Resources
- Local Economy
- Pedestrian and Cyclist Accessibility and Safety
- Lifestyle and Culture
- Use/Access to Recreational Areas

Evaluation Criteria (Continued)

3. Financial Factors

- Construction and Demolition Costs
- Operation and Maintenance Costs
- Property Acquisition Costs

4. Technical Factors

- Structural Condition
- Load Capacity and Remaining Life
- Traffic Volumes
- Traffic Impacts
- Geometry – Road Profile and Width
- Roadside Safety
- Vehicular, pedestrian and cycle
- Utility Impacts
- Emergency Access
- Stormwater Infrastructure
- Vehicular Safety
- Use of Road

Evaluation Criteria (Continued)

5. Municipal Factors

- Conformity to City of Guelph Official Plan
- Compatibility with Surrounding Lands
- Impacts to the Functional needs of the Local Community
- Impacts to the Functional needs of the Surrounding 'greater' Community
- Impacts on Future Developments
- Impacts and/or conformity to pass approved Class Environmental Assessment

6. Problem Statement

- Need to address repair / replacement of Niska Road Bridge
- Need to rehabilitate road infrastructure
- Need to address safety, cycling and pedestrian issues, heavy trucks
- Need to bring corridor up to present day standard

Evaluation of Alternatives for Road

B. Socio-Economic

- Residents
- Community and Region
- Heritage Resources
- Local Economy
- Pedestrian and Cyclist Accessibility and Safety
- Lifestyle and Culture
- Use/Access to Recreational Areas



Criteria Sections	Do Nothing/Repair and Maintain	Repave	Reconstruct Road
A: Natural Environment			
B: Social Economic/Cultural Environment			
C: Financial Factors			
D: Technical Factors			
E: Problem Statement			
Total Average			
Recommendation	Not Carried Forward	Not Carried Forward	Preliminary Preferred Solution

Understanding the Rating System:

Least Preferred to Most Preferred



Evaluation of Alternatives for Bridge

Criteria Sections	Do Nothing/Repair and Maintain	Close Bridge to Vehicular Traffic and Maintain	Remove Bridge / Do Not Replace Bailey Bridge	Replace the Existing Bailey Bridge With a New One Lane Structure and Provide Operational Improvements to Niska Road	Replace the Existing Bridge With a New Two Lane Structure and Provide Operational Improvements to Niska Road
A: Natural Environment					
B: Social Economic/Cultural Environment					
C: Financial Factors					
D: Technical Factors					
E: Problem Statement					
Total Average					
Recommendation	Not Carried Forward	Not Carried Forward	Not Carried Forward	Not Carried Forward	Preliminary Preferred Solution

Understanding the Rating System:

Least Preferred to Most Preferred



Preliminary Preferred Alternative Solution

Based on the evaluation of alternative solutions for both Niska Road and the Niska Road Bailey Bridge within the study corridor, the Preliminary Preferred Alternative Solution to be carried forward into Phases 3 and 4 of the Class EA process is as follows:

Niska Road

- The preliminary preferred solution is to **Reconstruct Niska Road from the City limits to the Downey Road intersection and provide operational improvements to Niska Road**
 - Phase 3 will consider rural, urban and semi-urban cross-sections and pedestrian facilities

Niska Road Bridge

- The preliminary preferred solution is to **Replace the existing Bailey Bridge with a new two lane structure**

Other Considerations

- These are deemed 'preliminary' as public and agency stakeholder correspondence is still being collected
- Comments and input from PIC #1 will be incorporated into the study to assist in selection of the preferred alternative
- The preferred alternative will be presented at the second PIC, after which the conceptual design plan of the technically preferred alternative will be refined.
- In Phase 3, after the preferred alternative is chosen, the following design options will be considered for the Niska Road and Downey Road Intersection
 - Traffic Circle/Roundabout
 - Traffic Signals
 - Stop Control

A Glimpse into the Future

Traffic Calming Options

- Phase 3 Considerations -

Upon completing Phase 2 of the EA process, design options for the preferred solutions are developed. The evaluation of design options in Phase 3 of the EA process continue to take in consideration Stakeholder concerns. As an example, one such concern is the potential of introducing traffic calming measures into the community.

Traffic Calming Measures

Traffic Calming is being requested due to the range of issues related to excessive traffic speeds, high traffic volumes and poor driver behavior within this road corridor.

In an effort to resolve traffic concerns raised by neighbourhood residents, City of Guelph staff will work in a collaborative manner with area residents to develop a traffic management plan to address their concerns.

As Part of this Class EA process the City will explore both traditional traffic control techniques such as stop signs and warning signs, or physical ‘traffic calming’ measures such as road narrowing and landscaping.

The Class EA process will include options and recommendations identified in the City of Guelph’s Neighbourhood Traffic Management Policy.



Next Steps

- Review and finalize preferred solution in light of comments received.
- Develop and evaluate alternative road and bridge design concepts for preferred solution.
- Develop design concept for Niska/Downey Road Intersection.
- Present preliminary preferred design concepts at PIC #2 (tentatively in Spring 2015).
- Based on input, confirm preferred solution.
- Complete technical deliverables including Traffic analysis for existing and future conditions.
- Develop and evaluate design concepts.
- We will present preliminary preferred design at PIC#2.

Invitation for Participation

- Public input is an important component of the decision-making process.
- You are invited to provide comments by completing the forms provided and submitting forms to the Study Team members below on or before **December 19, 2014**.
- We will review all materials presented today and incorporate feedback from public, agencies, property owners, etc.
- We will respond to written questions and comments.
- For further information, please contact either Leonard Rach or Brad Hamilton:

Brad Hamilton, P. Eng.

City Project Engineer
City of Guelph
1 Carden Street
Guelph ON N1H 3A1

T: 519-822-1260 x 2319

E: brad.hamilton@guelph.ca

Leonard Rach, P. Eng.

Consultant Project Manager
R. J. Burnside & Associates Limited
292 Speedvale Avenue West, Unit 20
Guelph ON N1H 1C4

T: 519-823-4995 x 3043

E: leonard.rach@rjburnside.com

These presentation materials will be available online at:
www.guelph.ca/niskaroad

THANK YOU FOR ATTENDING

6.7(a)

From: noreply@esolutionsgroup.ca [mailto:noreply@esolutionsgroup.ca] On Behalf Of
Victoria.bamforth@gmail.com
Sent: March-09-15 1:37 PM
To: Karen Landry
Subject: Badenoch Community Centre board members

Good Afternoon Karen.

I have recently taken on the roll of secretary/treasurer on the Badenoch Community centre board.
One of my first tasks is to update you with the board members for 2015 for your documentation and insurance purpose.

Jamie Bousfield - Chairman
Ken Tosh- Vice Chair
Bob Elliott
Jean Aubin
Councillor Matthew Bulmer
Victoria Bamforth Secretary/treasurer

Verna Hanning- Bookings Clerk
Joanne Townes- Janitor

Please do not hesitate to contact me if any further information is required. I am on a learning curve!

Victoria L Bamforth

The Department of Canadian Heritage Launches the World War Commemorations Community Fund

How will you commemorate the World Wars? As part of the Road to 2017, the Government of Canada is marking major milestones and battles and the social conditions that shaped the First and Second World Wars. These commemorations highlight the sacrifices of those who took part in these wars and provide opportunities for Canadians to honour those who contributed to the Canada we know today.

The World War Commemorations Community Fund is a year-long funding initiative that ends March 31, 2016. Funding is available in the form of grants and contributions for national and community-based commemorative and educational projects.

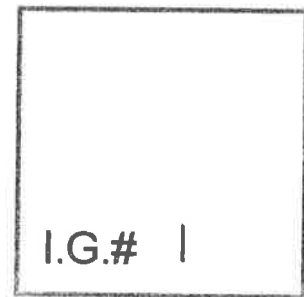
Please see the attached letter from The Honourable Shelly Glover, Minister of Canadian Heritage and Official Languages regarding the World War Commemorations Community Fund.

(See attached file: 5.1 Official Ministerial Call Letter (EN).pdf)

<http://canada150.gc.ca/eng/1422453656425>

For service in English

- Beverley O'Connell - Beverley.O'Connell@pch.gc.ca
- Tracy Marsh - Tracy.Marsh@pch.gc.ca
- Jennifer Rieger - Jennifer.Rieger@pch.gc.ca



J. Bell
Department of Canadian Heritage
150 John St., Suite 400
Toronto, ON, M5V 3T6
Tel: 416.952.2657, Fax: 416.954.2909



Dear Sir/Madam,

On the Road to 2017, our Government is celebrating key nation-building milestones that have defined our country and made us who we are today, such as the 200th anniversary of the birth of Sir John A. Macdonald and the 50th anniversary of the National Flag of Canada. Last year marked the 100th anniversary of the start of the First World War and the 75th anniversary of the start of the Second World War. From 2014 to 2020, Canada is marking the events, battles, and social conditions that defined these wars. The Government of Canada's commemorations will pay tribute to the sacrifices made by Canadians during the First and Second World Wars, build awareness of how the war efforts shaped the Canada we know today, promote a sense of national pride and create a legacy for generations to come.

On February 20, 2015, the Department of Canadian Heritage will launch the World War Commemorations Community Fund, a year-long funding initiative beginning on April 1, 2015, and ending on March 31, 2016. Funding will be available in the form of grants and contributions for community-based commemorative and educational projects that foster a greater awareness and understanding among Canadians of the importance of the World Wars in our country's history.

The World War Commemorations Community Fund will support activities and events across Canada that meet the following objectives:

- Enhance Canadians' awareness, knowledge and understanding of the importance of the First World War and Second World War and of their significance in the shaping of Canada, its identity and institutions.
- Enable Canadians to recognize Canada's exceptional figures, places and accomplishments of the world wars.
- Engage Canadians across the country in opportunities to participate in commemorative activities and events taking place during the commemoration period (2014-2020).

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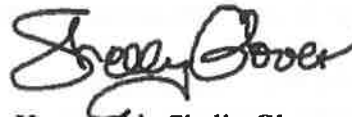
The Fund is open to a wide variety of organizations including schools, not-for profit and volunteer organizations (especially those focused on veterans, women, youth and Aboriginals), as well as municipal, provincial and territorial governments and their institutions. In addition, Canadian business corporations, partnerships, trusts and joint ventures are eligible for funding where projects are non-commercial in nature.

Eligible projects include commemorative events, historical re-enactments, exhibits, plaques, monuments, ceremonies for site dedications, interpretative programming, learning materials, publications, websites, educational activities, original theatrical performances, artwork, research and interpretive tours, all related to the World Wars. Please note that projects are required to have a well-defined learning component. The deadline to submit a funding application is April 2, 2015.

For more information regarding the World War Commemorations Community Fund, including the Applicant's Guide and application form, please consult the Government of Canada website at www.canada150.gc.ca/eng/1422453656425.

Please accept my best wishes.

Sincerely,

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

The Honourable Shelly Glover, P.C., M.P.

From: Hardeman, Ernie [mailto:ernie.hardeman@pc.ola.org]
Sent: March-09-15 10:46 AM
To: Karen Landry
Subject: New bill on affordable housing & accountability

I.G.# 2

I wanted to let you know that later today I will be introducing a Private Members Bill which would save municipalities money on social housing by allowing them to buy natural gas and insurance at the best price.

This will allow housing providers to look at options such as purchasing gas directly, jointly with their municipality or through Local Authority Services if it will save them money. As you know they are currently required to buy these services through the Housing Services Corporation. I believe this should be an option, but only if they can provide the best price.

The Eastern Ontario Wardens' Caucus studied the difference in cost of purchasing gas through LAS versus Housing Services Corporation and found that they could save 21% with LAS.

As you know many housing providers are already purchasing equal or better insurance at a lower price, but they are required to pay Housing Services Corporation an opt out fee equal to 2.5% of the premium for the ability to do so. This Bill, if passed, would eliminate the need to pay this extra fee.

The *Housing Services Corporation Accountability Act* would also cut waste and ensure that affordable housing dollars are spent wisely by giving the provincial Auditor General the authority to audit Housing Services Corporation and by requiring HSC to report salaries above \$100,000 on the sunshine list as municipal and provincial governments do. I have concerns that while municipalities are facing fiscal challenges the Housing Services Corporation has been spending money on international travel, creating six for-profit subsidiaries and questionable contracts for board members.

If you have any questions about the *Housing Services Corporation Accountability Act* please feel free to contact me. I look forward to hearing your thoughts on the Bill and I hope that you will support this change to give municipalities more choice and ensure that their affordable housing dollars are spent as effectively as possible.

Ernie Hardeman, MPP Oxford
PC Critic for Municipal Affairs and Housing

From: Minister (MAH) [mailto:minister.mah@ontario.ca]
Sent: March-05-15 5:49 PM
Subject: Bill 73 – the proposed Smart Growth for Our Communities Act, 2015

**Ministry of
Municipal Affairs
and Housing**

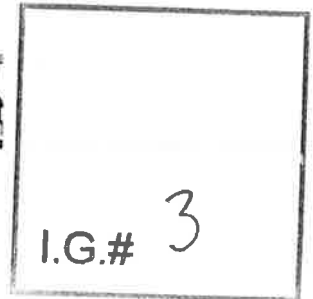
Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel. 416-585-7000
Fax 416-585-6470
www.ontario.ca/MAH

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. 416-585-7000
Télééc. 416-585-6470
www.ontario.ca/MAH



Dear Head of Council,

I am pleased to announce that the government introduced Bill 73 – the proposed Smart Growth for Our Communities Act, 2015 in the Legislature today. These proposed changes to the *Development Charges Act, 1997* and the *Planning Act* are a result of the province-wide consultations the government undertook from October 2013 to January 2014.

The Bill includes provisions that would foster smart growth by:

- Increasing local decision-making and accountability
- Enhancing citizen engagement
- Supporting investments in growth-related infrastructure
- Increasing municipal transparency
- Increasing certainty and stability in the planning system and reduce costs
- Better resolving planning disputes

For more information and background on the Bill you may visit:

<http://www.mah.gov.on.ca/Page11014.aspx>

For a copy of Bill 73 – the proposed Smart Growth for Our Communities Act, 2015 and to monitor the status of the Bill through the legislative process, please visit the Legislative Assembly of Ontario website:

http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&Intranet=&BillID=3176

Comments on the proposed Bill can be made through the Environmental Bill of Rights Registry at

<http://www.ebr.gov.on.ca> (EBR Posting#: 012-3651) or by email to:

- PlanningConsultation@ontario.ca – for comments on the changes to the Planning Act
- DCAConsultation@ontario.ca – for comments on the changes to the Development Charges Act, 1997

Thank you for working with the government to make sure the development charges and land use planning and appeal systems are predictable, transparent, cost-effective and responsive to the changing needs of Ontario's communities.

Best regards,
Ted McMeekin
Minister

From: AMO Communications [mailto:communicate@amo.on.ca]
Sent: March-05-15 4:23 PM
To: Karen Landry
Subject: AMO Policy Update - Government Introduces Changes to Land Use Planning and Development Charges Legislation



March 5, 2015

Government Introduces Changes to Land Use Planning and Development Charges Legislation

AMO will be reviewing the Bill in detail once it is posted. In the meantime, the following are the highlights of the changes as we understand them.

Streamlining Land Use Planning and Appeals in Ontario

The legislative amendments to the Planning Act are aimed at increased public participation, improved municipal control over decisions, and better dispute resolution.

HIGHLIGHTS:

- The amendments would revise the development approvals system to a "community planning permit system" which would enhance input from residents, municipal staff and developers. This system would coordinate zoning, site plan, and other development applications so a proposed development would be considered and approved as a whole than in pieces.
- Bill would require official plan policies to explain how and when the public is consulted. In addition, municipalities would have to provide an explanation of how public input has influenced planning decisions. Planning Advisory Committees would be required to include citizen representatives.
- Official Plan reviews would be extended to ten years from the current five-year review period. It is anticipated that this would reduce appeals. In addition, there would be no amendments to the Plan in the first two years except those initiated by the municipality. Likewise, once the community planning permit system is established, it would not be subject to private appeals for five years.
- The Province will introduce a process to define "minor" for minor variances.
- Dispute resolution will be promoted through limiting what is appealable and by introducing a 90 day "pause" to allow resolution of official plan issues.

There was considerable, in-depth consultation with AMO's Planning Task Force on the planning process challenges and we look forward to confirming what advice was taken.

Development Charges Act Proposals

Changes to the Development Charges Act are intended to help municipalities cover costs while increasing transparency and support higher density development.

HIGHLIGHTS:

- Capital costs for transit would be recoverable at 100% and waste diversion capital costs would become an eligible service area but not landfills.

- Adds greater onus for oversight and reporting on funds and charges on development that fall outside of what is allowed in legislation.
- Reporting practices for how development charges are collected and spent, including those charges under Section 37 of the Planning Act (bonus, parkland dedication) will be devised. It is expected that there will be more stringent oversight of development charges funds and how these funds fit into long term planning and asset management.
- A significant proposal is that "development charges would be payable at the time the first building permit was issued for a building".
- A Development Charges Working Group is proposed to be created to provide additional advice on outstanding complex issues.

While some of these changes to the DCA reflect AMO advice given during consultations, a more detailed review will be required to consider the impacts of these proposed changes to municipal operations. The inclusion of transit and waste costs represents a step in the right direction but other services remain either discounted or not included at all which does not allow us to say growth is truly paying for growth.

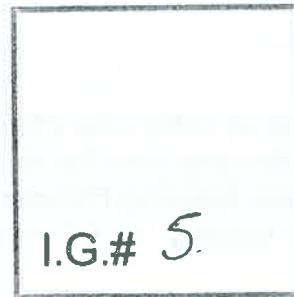
AMO Contacts: Cathie Brown, Senior Advisor, E-mail: cathiebrown@amo.on.ca, 416.971.9856 ext. 342; Matthew Wilson, Senior Advisor, E-mail: mwilson@amo.on.ca, 416.971.9856 ext. 323.

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

OPT-OUT: If you wish to opt-out of these email communications from AMO please click [here](#).



March 9, 2015



To our Development Charge Clients:

On March 5, 2015, we wrote to advise you of the announcement released by the Province regarding proposed changes to the *Development Charges Act (DCA)*. Subsequently, the Province gave first reading to Bill 73, "*An Act to amend the Development Charges Act, 1997 and the Planning Act*" (copy attached). The Bill provides more details into the intended changes to be made to the present development charges regime.

The following provides a summary of the portion of the Bill which relates to development charges.

Proposed Changes to the DCA

- **New definitions:**
 - "Prescribed" – a reference to what may be contained in the Regulation;
 - "Regulations" – used to specifically refer to regulations made under the DCA.
- **Ineligible Services** – move the definition of Ineligible Services from the DCA to the Regulations – allows for easier adjustments to add or reduce ineligible services.
- **Area Specific Charges:**
 - New requirements which will prescribe areas and services which must be undertaken on an area-specific basis;
 - New powers to allow the Province to prescribe municipalities, services and criteria so that the prescribed municipality must pass more than one by-law for prescribed services and criteria.
- **Transit Service** – 10% mandatory deduction from the growth-related costs will be removed.
- **Service Standard Calculations:**
 - Prescribe services which will not be subject to the 10-year historic average service restriction;
 - Restrictions so that a planned 10-year level of service to be achieved over the 10-year forecast is not exceeded;
 - Methodology for determining the planned level of service will be set out in the regulations.
- **Development Charge Background Study:**
 - Municipalities must examine the use of area-rating;
 - Must include an asset management plan related to new infrastructure – the requirements of the asset management plan, the information to be provided and the manner in which it is prepared will be prescribed by regulation.

- Must demonstrate that all of the new infrastructure in the asset management plan is financially sustainable over their full life cycle.
- **Payment Timing for Multiple Building Permits** – when multiple building permits are issued in respect of a single building, the DC is payable when the first building permit is issued.
- **Annual Report of the Treasurer** – existing reporting requirements will be continued and new requirements added to:
 - Identify all assets whose capital costs were funded by DCs and, for each asset, identify costs which were funded by other sources;
 - Include a statement as to the municipality's compliance in not imposing, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by this Act;
 - Require that the report be made available to the public;
 - Submit the report to the Ministry of Municipal Affairs and Housing only when requested by the Minister.
- **Voluntary Payments:**
 - New provisions to prohibit municipalities from imposing voluntary payments or requiring construction of a service not authorized under the DCA (note that exceptions may be made for a prescribed class of development, a prescribed class of services related to development or a prescribed Act or a prescribed provision of an Act);
 - Transitional provisions will make exceptions for existing voluntary payment agreements;
 - Ministry of Municipal Affairs and Housing may investigate a municipality for compliance. Cost of all or a portion of the investigation may be imposed on the municipality.
- **Housekeeping Change to the Act** – to update the reference to the *Condominium Act*.
- **Regulations** – changes to provide the Lieutenant Governor in Council the authority to make regulations in respect of:
 - Ineligible services;
 - Municipalities, services, areas and criteria for the purposes of requiring area-rating;
 - Services that could use a planned level of service and the method for determining such planned level of service;
 - Information required in asset management plans and the manner of preparation for such plans;
 - Classes of development, classes of services to developments, Act and provisions of Acts for the purposes of restrictions on additional levies.

Remarks

At this time the Bill has received first reading, hence the above items are only proposed changes to the *Development Charges Act*. The Bill will be subject to a public process and there will be an opportunity for written and verbal submissions to be made prior to third and final reading. As well, you will recall that the government announced the launch of a Development Charges Working Group of key stakeholders, including municipalities and

developers, that would provide advice on complex issues needing further consideration. The Working Group purpose is to *“recommend to government a formula that would better reflect the needs of growing communities, increase eligible capital costs for municipal services beyond transit and advise which services should be eligible for the collection of development charges.”*

In our last correspondence, we mentioned that we would be contacting the Ministry to offer our assistance and expertise to the Development Charges Working Group. We have been advised that our request has been granted and our firm will be a participating member of the group.

As further information becomes available, we will continue to provide updates. During this process, we would be pleased to discuss this further with you.

We trust that the above information is helpful.

Yours very truly,

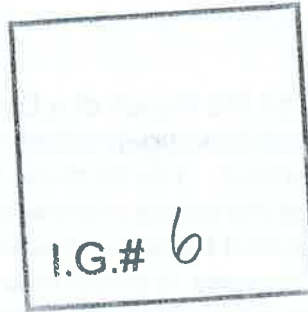
WATSON & ASSOCIATES ECONOMISTS LTD.



Gary Scandlan, BA, PLE
Director



Andrew Grunda, CMA, MBA
Principal



March 5, 2015

To our Development Charge Clients:

The Ministry of Municipal Affairs and Housing announced today that, *"The government intends to introduce legislative amendments to the Development Charges Act and related provisions of the Planning Act that would, if passed, help municipalities recover more costs, enhance transparency and accountability, and support higher density development."*

The government's proposed changes and related initiatives would, if passed:

Help municipalities fund growth:

- The amount of capital costs that municipalities can recover for transit services would be increased.
- Municipalities would be allowed to recover capital costs for waste diversion.

Make the development charges system more predictable, transparent and accountable:

- Municipalities would be required to follow reporting requirements that reflect best practices and detail to the community how money from development charges is spent.
- The government would create better reporting requirements for municipalities collecting money under section 37 of the *Planning Act* related to density bonusing and parkland dedications, which details how the funds are spent.
- Development charges would be payable at the time the first building permit was issued for a building so that developers could be certain of the cost.
- Municipalities would be required to better integrate how development charges fit with long-term planning, including local asset management plans.
- The government would help municipalities identify and share their best practices on using development charges to address local planning and financial objectives.
- There would be more stringent reporting and greater oversight of any funds or municipal charges on new developments that fall outside what is allowed in the current legislation.

Protect and Promote Greenspaces:

- The proposed changes promote the development of compact communities that make the best use of resources. To encourage parkland and greenspace, more municipalities would need to put in place a parks plan to direct some of these resources. The plan would involve input from school boards and community members.
- Municipalities would need to consider strategic development charges in different areas within their communities.

The government also announced the launch of a Development Charges Working Group of key stakeholders, including municipalities and developers, that would provide advice on complex issues needing further consideration. The Working Group will recommend to government a formula that would better reflect the needs of growing communities, increase eligible capital costs for municipal services beyond transit, and advise which services should be eligible for the collection of development charges. It would also provide advice on how strategic development charges might be put in place. The Working Group is expected to report back to government with their recommendations by the end of 2015.

Remarks

At this time there is limited detail regarding the above proposed changes. It would appear, however, that the changes may provide the following:

- **Increased funding for transit services** – existing Act provides a mandatory 10% deduction and limitations on service standards – proposed changes may address these areas.
- **Increased funding for waste diversion** – presently an ineligible service – reference to diversion appears to focus on recycle and reuse vs. landfill.
- **Requirements for more detailed reporting** – proposed changes may require some level of reconciliation between the DC Background Study and the annual reporting to Council – also added reporting on *Planning Act* fees (i.e. bonus zoning and parkland dedication).
- **Asset Management Plans** – present DCA only requires a report on the capital and operating impacts of the proposed added infrastructure – it appears that new infrastructure must be incorporated in the existing asset management plans of the municipality.
- **Government will help municipalities identify and share their best practices on using DCs to address local planning and financial objectives** – unclear what is intended; however, may introduce some oversight by the Province on certain matters.
- **More stringent reporting and greater oversight on charges that fall outside what is allowed in current legislation** – this appears to target situations where development wishes to proceed faster than planned and developing landowners provide extra payments to minimize the financial impact of the accelerated development timing – government may introduce new rules or oversight in these situations.
- **Municipalities would need to consider strategic development charges in different areas within their communities** – appears to require consideration of area-specific charges – unclear if this is intended for intensification areas or for other reasons.

We would advise that we will be contacting the Ministry to offer our assistance and expertise to the Working Group. As our present Development Charges client base encompasses approximately 50% of Ontario municipalities with DC by-laws, we feel that it would be important to have representation on this committee.

As further information becomes available, we will continue to provide updates. During this process, we would be pleased to discuss this further with you.

We trust that the above information is helpful.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.



Gary Scandlan, BA, PLE
Director



Andrew Grunda, CMA, MBA
Principal

Backgrounder

Development Charges Act Proposals



March 5, 2015 9:30 A.M. | Ministry of Municipal Affairs and Housing

The government intends to introduce legislative amendments to the Development Charges Act and related provisions of the Planning Act that would, if passed, help municipalities recover more costs, enhance transparency and accountability, and support higher density development.

Development charges allow municipalities to recover their capital costs related to growing their communities. Examples of these capital costs are roads, water and wastewater systems, and libraries for new residents.

The government also announced the launch of a Development Charges Working Group of key stakeholders, including municipalities and developers that would provide advice on complex issues needing further consideration.

A province-wide review of the development charges system and related legislation took place between October 2013 and January 2014. The proposed changes reflect feedback from public and stakeholders consultations that took place during the review.

The government's proposed changes and related initiatives would, if passed:

Help municipalities fund growth:

- The amount of capital costs that municipalities can recover for transit services would be increased.
- Municipalities would be allowed to recover capital costs for waste diversion.

Make the development charges system more predictable, transparent and accountable:

- Municipalities would be required to follow reporting requirements that reflect best practices and detail to the community how money from development charges is spent.
- The government would create better reporting requirements for municipalities collecting money under section 37 of the Planning Act related to density bonusing, and related to parkland dedications, which details how the funds are spent.
- Development charges would be payable at the time the first building permit was issued for a building so that developers could be certain of the cost.
- Municipalities would be required to better integrate how development charges fit with long-term planning, including local asset management plans.
- The government will help municipalities identify and share their best practices on using development charges to address local planning and financial objectives.

- There would be more stringent reporting and greater oversight of any funds or municipal charges on new developments that fall outside what is allowed in current legislation.

Protecting and Promoting Greenspaces:

- The proposed changes promote the development of compact communities that make the best use of resources. To encourage parkland and greenspace, more municipalities would need to put in place a parks plan to direct some of these resources. The plan would involve input from school boards and community members.
- Municipalities would need to consider strategic development charges in different areas within their communities.

Development Charges Working Group

A Development Charges Working Group will be established to recommend to government a formula that would better reflect the needs of growing communities, increase eligible capital costs for municipal services beyond transit and advise which services should be eligible for the collection of development charges.

It would also provide advice on how strategic development charges might be put in place.

The working group is expected to report back to government with their recommendations by the end of 2015.

Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture,
de l'Alimentation et
des Affaires rurales



Office of the Minister

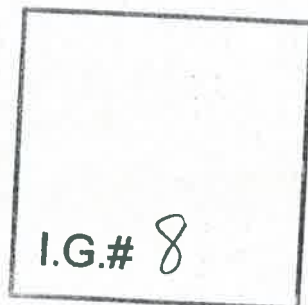
77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: (416) 326-3074
Fax: (416) 326-3083

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : (416) 326-3074
Télééc. : (416) 326-3083

February 6, 2015

His Worship Dennis Lever
Mayor
Township of Puslinch
7404 Wellington Road 34
RR 3
Guelph, Ontario
N1H 6H9



RECEIVED
FEB 23 2015
Township of Puslinch

Dear Mayor Lever:

I am pleased to share news with you regarding the 2015 Premier's Award for Agri-Food Innovation Excellence program and to encourage you to share this information in your municipality.

The Premier's Award for Agri-Food Innovation Excellence program was created to recognize and foster the spirit of innovation that thrives in Ontario's agricultural sector. It encourages the development of rural communities, farms, agri-food processors and agri-food organizations by adding value to existing products, creating jobs and driving economic growth.

Each year the program recognizes up to 45 award winning innovations across the province valued at \$5,000 each. In addition, there is a Premier's Award valued at \$75,000, a Minister's Award valued at \$50,000, and three Leaders in Innovation awards valued at \$25,000 each. All award recipients receive a plaque, a gate sign and use of the Premier's Award program wordmark.

Primary producers, processors or agri-food organizations are invited to submit applications between February 6, 2015 and April 10, 2015. Details on eligibility, innovation categories, assessment criteria, the application and selection processes can be found in the enclosed 2015 Program Guidebook and Application Form or at www.ontario.ca/agrifoodinnovation.

I ask that you encourage outstanding agriculture and agri-food innovators to submit an application by the **deadline** of 5:00 p.m. on April 10, 2015. Should you require additional information please contact the Agricultural Information Contact Centre at 1-877-424-1300 or www.ag.info.omafra@ontario.ca.

.../2

I have also enclosed a copy of a brochure that highlights the recipients of the 2014 program for the Premier's Award for Agri-Food Innovation Excellence.

I look forward to learning about agri-food innovations in your municipality.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Leal'. The signature is stylized and cursive. In the background, there is a faint, mirrored stamp that says 'RECEIVED'.

Jeff Leal
Minister of Agriculture, Food and Rural Affairs

Enclosure

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel. 416-585-7000
Fax 416-585-6470
www.ontario.ca/MAH

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. 416-585-7000
Télééc. 416-585-6470
www.ontario.ca/MAH



**Ministry of Natural
Resources and Forestry**

Office of the Minister

Room 6630, Whitney Block
99 Wellesley Street West
Toronto ON M7A 1W3
Tel: 416-314-2301
Fax: 416-314-2216
www.ontario.ca/MNRF

**Ministère des Richesses
naturelles et des Forêts**

Bureau du ministre

Édifice Whitney, bureau 6630
99, rue Wellesley Ouest
Toronto (Ontario) M7A 1W3
Tél.: 416-314-2301
Télééc.: 416-314-2216
www.ontario.ca/MRNF

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MAR 05 2015

Township of Puslinch

February 27, 2015

Ms. Karen Landry
Township of Puslinch
CAO/Clerk/Treasurer
7404 Wellington Road 34, RR 3 (Aberfoyle)
Guelph ON N1H 6H9

Dear Ms. Landry:

On February 27, the Government of Ontario launched a co-ordinated review of the Growth Plan for the Greater Golden Horseshoe, the Niagara Escarpment Plan, the Oak Ridges Moraine Conservation Plan and the Greenbelt Plan, as required under their respective legislation. These four provincial land use plans work together to manage growth, protect our agricultural lands and natural environment, reduce greenhouse gas emissions, and support economic development in Ontario's Greater Golden Horseshoe and Greenbelt.

The Greater Golden Horseshoe is one of Canada's most important economic engines, is home to diverse cities, towns and villages, and contains some of Canada's best farmland and world-renowned natural features like the Niagara Escarpment. It is also one of the fastest growing regions in the country.

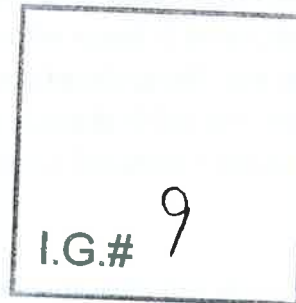
CLERK'S DEPARTMENT

TO Council ✓

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Each of these plans has been ground-breaking in its own right, enhancing the protection of the environment, natural features and resources that are important to all Ontarians, promoting the vitality and economic well-being of our rural communities and supporting the development of vibrant urban centres. They have helped advance the economy of this entire region and improved the lives of those who live here. While we are all understandably proud of the initiatives supported by each of these plans, we want to take the opportunity to consider – with your help and input – how to make them even better.

We heard from many stakeholders and municipalities about the need to co-ordinate the reviews of the four plans to enable a more efficient and effective consultation process. To ensure this is a fully co-ordinated process, the Ministry of Municipal Affairs and Housing, Ministry of Natural Resources and Forestry, and the Niagara Escarpment Commission are also working closely with a number of other ministries.

The co-ordinated review has two rounds of consultation. The first seeks input to inform the development of amendments to the plans, and the second is to consult on proposed amendments, if any.

For the first round, we want to hear your ideas on how to make the plans stronger and work better together. We also want to know what parts of these plans you see as working well and should remain as they are. The enclosed document *Our Region, Our Community, Our Home* is intended to help inform and guide discussions. It describes the plans and their objectives, highlights important policy issues and sets out questions that we hope to address during the co-ordinated review.

You can submit comments and ideas by mail, email (landuseplanningreview@ontario.ca), through the consultation website (www.ontario.ca/landuseplanningreview) or posting on the Ontario Environmental Registry at www.ontario.ca/ebr (the Registry number is 012-3256). We will also be holding town hall meetings across the region where you can ask questions and speak directly with staff from a number of ministries, offer input and submit comments. Visit our website www.ontario.ca/landuseplanningreview for town hall meeting locations and times as well as more information on the co-ordinated review and how to make your formal submission.

The deadline to submit comments in the first round of the co-ordinated review is May 27, 2015.

We look forward to receiving your ideas and suggestions for how we can improve the plans and continue to strengthen and support communities across the Greater Golden Horseshoe and Greenbelt.

Best regards,

A handwritten signature in black ink, appearing to read "Ted McMeekin". The signature is stylized with large, sweeping loops and a prominent initial "T".

Ted McMeekin,
Minister of Municipal Affairs and Housing

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Mauro". The signature is written in a cursive style with a large, prominent initial "B".

Bill Mauro,
Minister of Natural Resources and Forestry

Enclosure: *Our Region, Our Community, Our Home*



I.G.# 10

REPORT

To: **Planning and Development Committee**

Date of Meeting: March 10, 2015

Prepared By: Deanne Friess, Manager of Development Planning and Paul Smithson, Senior Policy Planner

Approved By: Hardy Bromberg, Commissioner of Planning and Development

Department: Planning and Development Department

Date to Senior Management Team: February 25, 2015

Report No.: 15-012 (PLN)

File No.: D14.03

Ward No.: All

**ZONING BY-LAW
REVIEW – STATUS
UPDATE**

Recommendations:

THAT Council receive Report No. 15-12 (PLN) for information purposes;

AND THAT City staff be authorized to proceed with the public consultation and review process for the Zoning By-law Review as outlined in Attachment No. 1.

Background:

Meridian Consulting (Meridian) was retained to assist with the Zoning By-law Review Project in April 2013, an Issues Summary Report was presented to Council in November 2013 and an Approaches Report was brought forward to Council in April of 2014. Each of these reports was based on a review of material by the Technical Advisory Committee and an opportunity for public input was provided. An initial draft of the new Zoning By-law (text only) has been received from Meridian and reviewed by staff. A second draft Zoning By-law, which addresses input received from staff, is expected shortly. The associated draft maps are in the process of being prepared by City staff.

Existing Policy/By-Law:

The current City of Cambridge Zoning By-law was passed by Council in 1985 and since that time there have been numerous amendments passed by Council. The current Cambridge Official Plan (OP) was approved by the Region on November 21, 2012 and the majority of this OP is now in full force and effect, although some portions are still under appeal. For sections of the 2012 OP under appeal, the 1999 OP remains the operative document.

The Zoning By-law review will bring the Zoning By-law into conformity with the 2012 OP as well as update and streamline the document.

Financial Impact:

In the 2012 Capital Budget, Council approved funding to retain a planning consultant to prepare a new Zoning By-law for the City. Meridian was retained in accordance with the Council approved terms of reference and the approved capital budget allocation. Expenses associated with this project are within the prescribed Capital Budget allocation.

Public Input:

To date, public input has been obtained regarding the following:

- Outline of the process and identification of issues to be addressed (Public Meeting: November 4, 2013)
- Developing the issues list (Public Meeting: April 28, 2014)
- Approaches Report

The next phase of this project will involve two separate public meetings dealing with floodplain issues and secondary residential units. A public meeting on secondary residential units is planned for March, 2015. A meeting with landowners affected by the floodplain mapping and associated zoning regulations will also be scheduled for this spring. A public meeting to obtain comments on a full draft of the new Zoning By-law, which will include the full text and maps, is planned for June, 2015. This public meeting will satisfy the requirements of the Planning Act with regard to public consultation.

Internal/External Consultation:

Throughout the Zoning By-law Review process a Technical Advisory Committee of City staff from various departments as well as representatives of the school boards, the Region and other technical agencies has reviewed the work submitted by the consultant. At key points other stakeholders, including the Cambridge Association of Realtors, the Cambridge Economic Development Advisory Committee, Grand River Conservation Authority staff, the Social Planning Council and the Waterloo Regional Homebuilders' Association, have been consulted on various aspects of this project.

Comments/Analysis:

As indicated in Report 14-021-PLN to Council on April 28, 2014, the recommended approach is the development of a new Zoning By-law rather than extensive amending of the existing one. This will result in new zones and, where possible, a streamlining by consolidating zones. Throughout the process appropriate site-specific zoning permissions will be recognized in some fashion.

Given that the topics of secondary residential units and floodplain development restriction issues has the potential to affect some properties, it is considered necessary to hold separate public consultations on these specific topics. This will allow more time for discussion of other issues when the general public meeting on the new Zoning By-law is held in the spring of 2015.

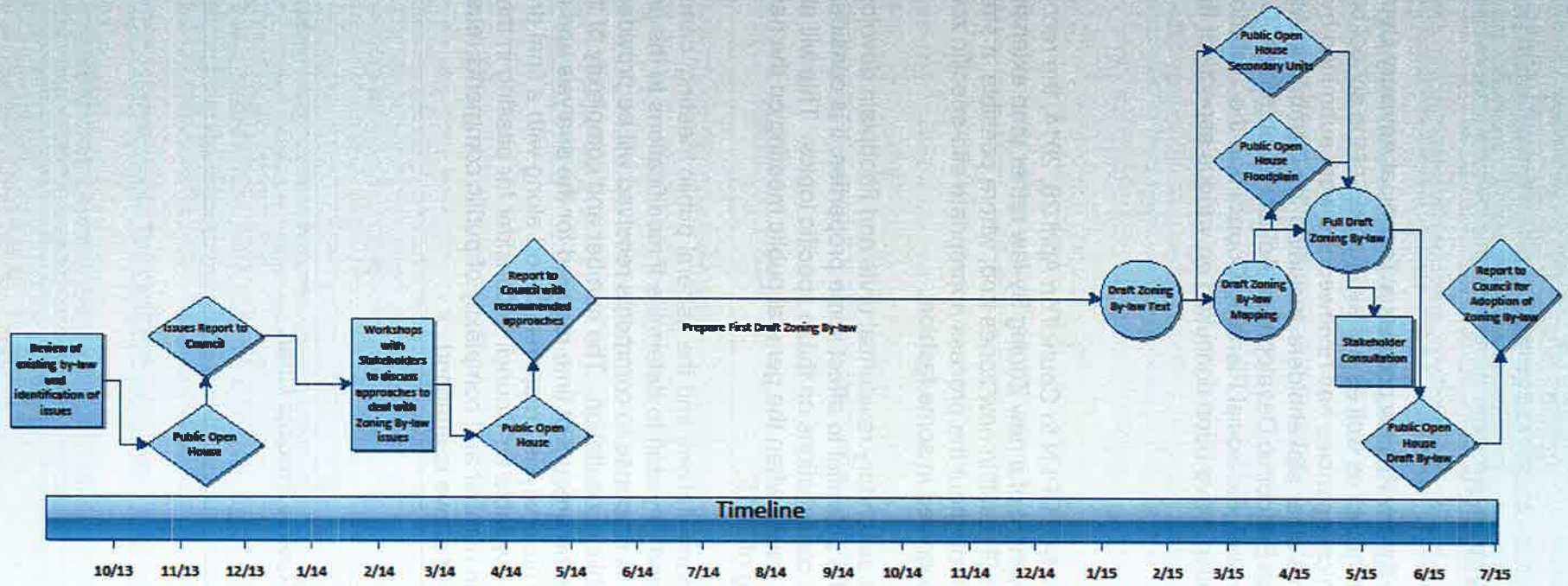
Following the specific consultations and the general public meeting, comments will be analysed by Meridian and City staff to determine if modifications to the proposed Zoning By-law are warranted. A response to comments received will be provided by City staff following the spring public consultation. The number and complexity of the comments received will determine the amount of time required for the analysis and response phase of this project. This analysis / response report along with a final draft Zoning By-law is scheduled to be available for Council to consider for passing in the summer of 2015, depending on the number and complexity of public comments received. The entire process described above is attached.

Attachments:

1. Zoning By-law Review Process Chart

Zoning By-law Process Chart

January 30, 2015





Planning and Development Department
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4613 ext 4577 Fax: (519) 622-6184
TTY: (519) 623-6691
www.cambridge.ca
brombergh@cambridge.ca

February 25, 2015

Dear Sir/Madam:

15-012 (PLN), D 14.03, Zoning By-law Review – Status Update (All Wards)

The above noted item is scheduled before the Cambridge Planning and Development Committee on **March 10, 2015** in the **Council Chambers, 3rd floor, Historic City Hall, 46 Dickson Street, Cambridge**. The meeting is scheduled to begin at **7:00 p.m.**

If you wish to address the Planning and Development Committee and be added to the agenda as a delegation on this item, please contact the City Clerk's Office at (519) 740-4680, Ext. 4233, by 1:00 p.m. on the Wednesday before the meeting in order to complete a Delegation Request Form.

The staff report will be available online the Thursday afternoon prior to the Planning and Development Committee meeting at www.cambridge.ca. Agendas and reports can be found by following the path:

http://www.cambridge.ca/city_clerk/council_committee_agendas_and_minutes. If an accessible format or accommodation is required please contact accessibility@cambridge.ca.

If you have any questions in respect of this item, please do not hesitate to contact either Deanne Friess, Manager of Development Planning at (519) 740-4650, ext. 4520, or e-mail at friessd@cambridge.ca or Paul Smithson, Senior Policy Planner at (519) 740-4650, ext. 4575, or e-mail at smithsonp@cambridge.ca. Thank you.

Yours truly,

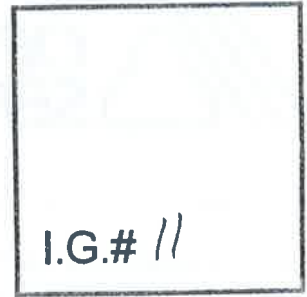


Hardy W. Bromberg, B.Comm., P.Eng., C.B.C.O

Commissioner of Planning and Development

HWB/jb

Note: Please contact our office at (519) 740-4650, Ext. 4648 if you no longer wish to remain on the mailing list for the above noted matter. We would also appreciate notification of any change of address or incorrect information as it pertains to you (incorrect spelling, duplication, etc.). If you require information in an accessible format or accommodation to access municipal services, please contact accessibility@cambridge.ca. Thank you.



Feb. 18, 2015

RECEIVED

FEB 26 2015

Township of Puslinch

Dennis Lever, Mayor
7404 Wellington Road 34
Guelph, ON
N1H 6H9

Dear Dennis Lever:

RE: OPSEU calls for paramedic priority response during medical emergencies

The Ontario Public Service Employees Union (OPSEU) represents approximately 2100 paramedics who proudly serve the citizens in twenty Ontario communities.

Paramedics are governed by the Ambulance Act and its regulations with medical oversight and authority by a Base Hospital as dictated by the Ambulance Act.

Paramedics are highly skilled and trained to meet the medical needs of the citizens in your communities.

Paramedics are the medical authority on all pre-hospital medical emergencies and provide often-required lifesaving skills from the point of patient contact to the transfer of care at the receiving medical facility.

In November of last year, the Ontario Professional Firefighters Association (OPFFA) was at Queen's Park lobbying for a legislative change that would allow for fire medics and a standardized tiered response agreement for all communities serviced by OPFFA members.

In 2002 and 2010 the fire medic model was a municipal election platform in Owen Sound and in Toronto. In both instances it was not endorsed and the supporting candidates were not elected.

Over the coming months we will be communicating with you via email. It is our hope that you will read our correspondence and that it will stimulate a meaningful discussion, as it will contain excerpts from provincial studies which contradict the OPFFA's assertion that firefighters should be responding to all Code 4 medical calls and their position on a need for a fire medic model.

...over



As an elected official, OPSEU wants to ensure that you have relevant information on these two issues. It is OPSEU's position that both a standardized tiered response agreement and a fire medic model have the potential to increase costs for Upper Tiered Municipalities, without realizing a measurable improvement to patient care or outcome.

"AMEMSO¹ urban members like Hamilton, Toronto, Ottawa, Peel, York and Durham each deal with Code 4 call volumes that would generate annual multi-million dollar marginal cost impacts (i.e. fuel, medical supplies, fire fighter injury downtime, added training costs) for their respective Fire services. Million dollar impacts could result for Fire services associated with other moderate-sized AMEMSO urban EMS services."²

On behalf of the OPSEU Paramedics proudly serving your communities,

A handwritten signature in black ink, appearing to read "Warren Thomas".

Warren (Smokey) Thomas
President, the Ontario Public Service Employees Union (OPSEU)

A handwritten signature in black ink, appearing to read "Jamie Ramage".

Jamie Ramage
Chair, OPSEU Ambulance Division
ramagerider@sympatico.ca

1 AMEMSO - Association of Emergency Medical Services of Ontario

2 Performance Concepts Consulting (2011). *INFORMING THE PUBLIC DIALOGUE AROUND MEDICAL TIERED RESPONSE IN ONTARIO, An Independent Evidence-Based Review.*

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MAR 06 2015

Township of Puslinch

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CITY IN MOTION

Hamilton's Transportation Master Plan

Notice of Public Information Centre

The City of Hamilton is undertaking a review and update of the citywide Transportation Master Plan (TMP) to guide the future investment and transportation programs to accommodate future growth for 2031 and beyond. This study is being carried out in accordance with the requirements of Phases 1 & 2 of the Municipal Class Environmental Assessment (as amended 2011) process.

The first round of public engagement sessions will occur at the four (4) locations listed on the right. You will learn about current transportation trends and provide input to confirm problems and opportunities within the transportation system.

Questions or comments? Contact:

Steve Molloy | Project Manager | City of Hamilton | Tel: (905) 546-2424 x2975
 Email: tplanning@hamilton.ca

Stay up-to-date

www.hamilton.ca/TMP

Each session will occur between **6 and 8 p.m.**

- **MONDAY, MARCH 23rd, 2015**
Art Gallery of Hamilton
123 King Street West
- **TUESDAY MARCH 24th, 2015**
Chedoke Presbyterian Church
865 Mohawk Road West
- **WEDNESDAY, MARCH 25th, 2015**
Battlefield House
Museum & Park
77 King Street East
(Stoney Creek)
- **THURSDAY MARCH 26th, 2015**
Emmanuel United Church
871 Upper Ottawa Street



I.G.# 12

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CITY OF HAMILTON

CITY IN MOTION

Hamilton's Transportation Master Plan

Notice of Public Information Centre

The City of Hamilton is undertaking a review and update of the citywide Transportation Master Plan (TMP) to guide the future investment and transportation programs to accommodate future growth for 2031 and beyond. This study is being carried out in accordance with the requirements of Phases 1 & 2 of the Municipal Class Environmental Assessment (as amended 2011) process in a way that offers many opportunities for public engagement and input.

Get Involved and Join the Conversation...

Members of the public are encouraged to comment at any time during the study and/or get involved by attending a public meeting, visiting us at a local event, and by reading notices.

Questions or comments? Contact:

Steve Molloy | Project Manager | City of Hamilton | Tel: (905) 546-2424 x2975
Email: tplanning@hamilton.ca

Stay up-to-date
www.hamilton.ca/TMP

Issues for discussion include:

- Rural, urban and suburban transportation issues
- Population and economic growth effects on transportation
- Walking, cycling, transit, goods movement, commuter traffic
- Public health, age-friendly, neighbourhood development
- Complete Streets, two-way conversions, infrastructure investment





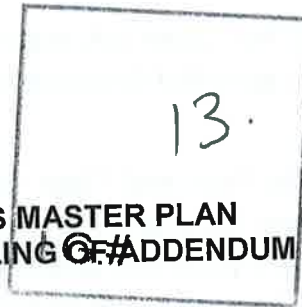
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MAR 04 2015

Township of Puslinch

BIOSOLIDS MASTER PLAN
NOTICE OF FILING OF ADDENDUM



Korn

CLERK'S DEPARTMENT	
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BACKGROUND

The City of Hamilton provides treatment of wastewater generated in the communities of Hamilton, Dundas, and Waterdown. Residuals (sludge) generated from wastewater treatment are managed at the City's largest plant, the Woodward Avenue Wastewater Treatment Plant (WWTP) located at 700 Woodward Avenue in Hamilton. At this plant, sludge is stabilized through an anaerobic digestion process, then dewatered. The resulting stabilized product is called "biosolids".

The City currently retains a contractor to manage its biosolids disposal through beneficial reuse on agricultural land. When the weather allows, the City's digested and dewatered biosolids are applied directly to agricultural land. During winter and wet weather, the biosolids are stored temporarily at the contractor's facility prior to land application. When storage is not available, the biosolids are disposed to landfill or other approved locations.

The Hamilton Biosolids Master Plan endorsed by Council in 2007 identified the preferred biosolids management strategy to address future servicing commitments and support future growth for the next 20 years and beyond for the Hamilton Area. The Biosolids Master Plan was prepared under the *Environmental Assessment Act*, and met the requirements of Phases 1 and 2 (environmental screening) of the Municipal Engineers Association's Municipal Class Environmental Assessment document (as amended in 2011) and, within the City's "Building a Strong Foundation" umbrella, the Growth Related Integrated Development Strategy (GRIDS) framework.

A full range of biosolids management alternatives were reviewed in the 2007 Master Plan, including:

1. Land application of biosolids (referred to in the Master Plan as Class B Biosolids)
2. Land application of biosolids product resulting from the further processing of biosolids to remove and/or destroy all pathogens (referred to in the Master Plan as Class A Biosolids, currently referred to as enhanced treatment (ET))
3. Thermal reduction
4. Landfilling

Within the Master Plan, land application of Class B biosolids (1.) and landfilling (4.) were screened out as preferred options as a result of the evaluation. The preferred solution was to implement thermal reduction for biosolids management.

In 2010, the City completed Phases 3 and 4 of the Class EA process (Schedule C) for the new thermal reduction facility, which is documented in an Environmental Study Report. With completion of

that Class EA, the City had met the Class EA requirements for the implementation of a thermal reduction facility and subsequently identified the required budget for the project in future years.

NEED FOR AN ADDENDUM

Since the completion of the Master Plan and Class EA for the thermal reduction facility, additional biosolids management opportunities have become available for which the City of Hamilton deemed important to consider in finalizing the preferred biosolids management approach, so that the solution selected for the City best reflects the guiding principles of the Triple Bottom Line. In this Addendum, there is no change to this Master Plan recommendation. However, because new opportunities are now available, the further processing of biosolids (enhanced treatment or 'ET', option 2.) is now identified, together with thermal reduction (or 'TR', option 4.), as a preferred solution for the Hamilton biosolids. The rationale for short-listing either ET or TR approaches as preferred in this Addendum is that ET is equally capable of meeting the criteria that were established for TR, specifically:




- The City has the opportunity to deliver the program through a Public-Private Partnership (PPP) approach, which reduces the City's risks, and ensures cost-competitiveness in establishing a 30-year Design-Build-Finance-Operate and Maintenance (DBFOM) strategy that fully meets all criteria for performance.
- The Woodward Avenue WWTP biosolids quality has improved, such that a biosolids processed through an enhanced treatment (ET) technology meets the quality requirements and can be registered and marketed as a fertilizer under the Federal *Fertilizers Act*.
- There are a number of ET technologies that have matured and/or been demonstrated successfully that are now available to the City.



By opening the procurement process up to both thermal reduction (TR) technology, as recommended in the Master Plan, and ET technology, as recommended in this Addendum, the City can be assured that the process will be competitive and will result in selection of the most cost-effective biosolids management program for the City.

The addendum was conducted in accordance with the requirements for Master Plans as described in the Municipal Engineers Association's Municipal Class Environmental Assessment document (as amended in 2011).

PUBLIC REVIEW PERIOD

An Addendum Report describing the planning process that was followed and the conclusions that were reached has been completed and has been placed on public record for a 30-day review period starting February 27, 2015 and ending March 30, 2015. It will be available for review at:

<p>Location Number 1 Office of the City Clerk 71 Main Street West City Hall, 1st Floor Hamilton, ON L8R 4Y5</p> <p>(905) 546-CITY </p>	<p>Location Number 2 Public Works Department 77 James Street North Suite 400 Hamilton, ON L8R 2K3</p> <p>(905) 546-CITY </p>	<p>Location Number 3 Hamilton Public Library 55 York Boulevard Hamilton, ON L8N 4E4</p> <p>905-546-3200 </p>
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Location Number 4 Stoney Creek Library 777 Highway 8 Stoney Creek, ON L8E 5J4 905-643-2912 	Location Number 5 Ancaster Library 300 Wilson Street East Ancaster, ON L9G 2B9 905-648-6911 	City Website http://www.hamilton.ca/biosolidmasterplan
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Please contact the City regarding disability accommodation requirements as soon as possible.

PUBLIC COMMENT PROCESS

If after reviewing the document, you have questions or concerns regarding this project, please contact the following staff:

Deborah Ross, P.Eng.

Technical Contact
CH2M HILL Canada Ltd.
245 Consumers Road
Toronto, ON M2J 1R3
Phone: 416-499-9000
Fax: 416-499-4687
Email: biosolidssmp@hamilton.ca

Udo Ehrenberg, P.Eng

Manager, Infrastructure Planning &
Systems Design
City of Hamilton
77 James Street North, Suite 400
Hamilton, ON L8R 2K3
Phone: 905-546-2424, ext 2499
Email: biosolidssmp@hamilton.ca

If concerns regarding this addendum cannot be resolved in discussion with the City of Hamilton, a person or party may request that the Minister of the Environment and Climate Change make an order for the project to comply with Part II of the *Environmental Assessment Act* (referred to as a Part II Order), which addresses individual Environmental Assessments. The Minister must receive the request in writing by March 30, 2015 at the address below, and a copy must also be sent to the City contact. If no requests are received by this date the City will proceed with this project as outlined in the Addendum Report.

Minister of the Environment and Climate Change

77 Wellesley Street West, 11th Floor
Toronto, ON M7A 2T5

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

This Notice Issued February 27th and March 6th, 2015.

HAMILTON REGION CONSERVATION AUTHORITY

RECEIVED

MAR 04 2015

Township of Puslinch

MINUTES

Board of Directors Meeting

January 15, 2015

CLERK'S DEPARTMENT

TO	
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For Your Information	
Council Agenda	mar 18/15
File	

Minutes of the Board of Directors meeting held on Thursday, January 15, 2015 at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario at 7:00 p.m.

PRESENT:

James Howlett, in the Chair

Dan Bowman

Lloyd Ferguson

Santina Moccio

David Rodgers

Doug Conley

Aidan Johnson

Duke O'Sullivan

Maria Topalovic

Richard MacDonald, Foundation Chair

REGRETS:

Chad Collins and Robert Pasuta

STAFF PRESENT: Sandy Bell, Carissa Bishop, Lisa Burnside, Grace Correia, Gord Costie, Chris Firth-Eagland, Bruce Harschnitz, Tony Horvat, Darren Kenny, Sara Kinnear, Judy Love, Neil McDougall, and Scott Peck, Joanna Sanche, Sofia Stanidis, Mike Stone, and James Townsend - HCA Staff

OTHERS:

Richard Leitner – Media

1. CALL TO ORDER

The Chair called the meeting to order and welcomed everyone present. The Chair introduced the new members, Councillor Doug Conley, Councillor Lloyd Ferguson, Councillor Aidan Johnson, and our Township of Puslinch Representative, David Rodgers.



2. DECLARATIONS OF CONFLICT OF INTEREST

The Chair asked members to declare any conflicts under the Board's Governance Policy. There were none.

3. APPROVAL OF AGENDA

The Chair requested any additions or deletions to the agenda. The Chair indicated that there will be two new items under 13.1 New Business and an additional item under 14.1 In Camera.

BD12,2062 **MOVED BY: Dan Bowman**
 SECONDED BY: Santana Moccio

THAT the agenda be approved as amended.

CARRIED

4. DELEGATIONS

There were none.

5. MEMBER BRIEFING

There was no member briefing.

6. APPLICATIONS - DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES AND WATERCOURSES

(Copies of the supporting staff report are available from the Authority's Administration Office)

Darren Kenny presented the report.

BD12,2063 **MOVED BY: Lloyd Ferguson**
 SECONDED BY: Santana Moccio

THAT the Board of Directors receive the Summary Enforcement Report SER – 1/15.

CARRIED

7. MINUTES OF PREVIOUS MEETING (December 4, 2014)

BD12,2064 MOVED BY: Maria Topalovic
SECONDED BY: Duke O'Sullivan

THAT the Board of Directors approve the following recommendation:

THAT the minutes of the Board of Directors meeting held on December 4, 2014 be approved.

CARRIED

8. BUSINESS ARISING FROM THE MINUTES**8.1 Hermitage Ruins Restoration**

Chris Firth-Eagland presented the report.

Councillor Lloyd Ferguson recognized and thanked Bob Wilkins for all his support on this project and for also bringing in significant private funding contributions. He also indicated that Matt Kuhlmann who will doing the work has extensive experience in similar scale projects. Lloyd Ferguson thanked them both for their support.

Chris Firth-Eagland indicated that the Hamilton Conservation Foundation has announced a \$25,000 donation challenge. For every additional \$1.00 the community raises, the Hamilton Conservation Foundation will match the donation up to the \$25,000.

BD12,2065 MOVED BY: Duke O'Sullivan
SECONDED BY: Santina Moccio

THAT the Board of Directors approve the following recommendation:

THAT staff be directed to enter into a contract with Rock Solid in the amount of \$460k plus applicable taxes, for the restoration of the Hermitage Ruins in accordance with works detailed in the previously approved Schedule 'A'.

CARRIED

9. PRE-DISTRIBUTED CORRESPONDENCE

There was none.

10. OTHER CORRESPONDENCE

There was none.

11. REPORTS**11.1 Foundation Chairman's Report**

Richard MacDonald reported on the following:

- Total donations for December - \$183,738
 - \$50,000 for EcoPark Veldhuis
 - \$43,500 for Chrisite Lake Ponds Decommissioning
 - \$25,000 for the Dobson-McKee Family Endowment
 - 25,000 for improvements to Spencer Gorge
 - \$14,000 for Westfield Heritage Village
 - \$10,000 in Undesignated funds raised through our fall appeal
 - \$8,000 for Dundas Valley Trails
 - \$3,500 for the EcoPark Campaign (general or land)
 - \$2,800 came in gifts in kind (mostly artifacts for Westfield)
 - The remaining balance of funds was made up of donations to the Hermitage Campaign, trail development and environmental education funds

12. OTHER STAFF REPORTS/MEMORANDUMS**12.1 Upcoming Events**

Gord Costie provided an update of the upcoming events that are included in the agenda package.

13. NEW BUSINESS**13.1 Christie Lake Conservation Area Pond Decommissioning and Fish Habitat Improvement Project – Award of Tender for Contract Services for Phase 2 (Pond 2)**

Mike Stone presented the report and answered Board member's questions. Mike indicated that HCA has received funding from DFO under the RFCPP to implement Phase 2 of the CLCA Pond Decommissioning and Fish Habitat Improvement Project. DFO has also now approved an amended work plan for Phase 2. Approval to award the tender for construction services to R&M Construction will allow work on Phase 2 (Pond 2) to commence for the beginning of February and ensure that HCA is able to meet its March 31, 2015 construction completion deadline.

BD12,2066**MOVED BY: Santina Moccio****SECONDED BY: Aidan Johnson**

THAT the Board of Directors approve the following recommendations:

THAT the tender for construction services for Phase 2 (Pond 2) of the Christie Lake Conservation Area Pond Decommissioning and Fish Habitat Improvement Project be awarded to R&M Construction for a total cost of \$134,695.00 plus HST with a contingency of \$13,500.00.

CARRIED**13.2 Approval of Engineering Services Proposal – Valens Dam Safety Review and Public Safety Review of Valens and Christie Dam**

Scott Peck presented the report and answered Board member's questions.

Scott indicated that a Public Safety Assessment is required for:

- the earth dam at Valens Lake Conservation Area
- the concrete dam at Christie Lake Conservation Area

Part 1 of this contract is for engineering services to undertake inspections of these dams and produce a Public Safety Assessment Report in conformance with Canadian Dam Safety Guidelines and Ministry of Natural Resources Guidelines.

Part 2 of this contract is for engineering services for a dam safety review of the Valens Dam in conformance with Lakes and Rivers Improvement Act Technical

Bulletins, Dam Safety Best Management Practices, and Canadian Dam Safety Guidelines.

A provincial grant under the Water & Erosion Control Infrastructure Program (WECI) has been approved to cover 50% of the total cost of the required works to a maximum total budget of \$45,000. The remaining 50% has been budgeted with the WP&E 2015 budget.

These engineering studies are required to show due diligence related to dam safety and conform to provincial and national guidelines related to dam safety. The studies are required approximately every 10 years and are now due.

Request for proposal was sent out and staff recommendation is to award this contract to EXP Consulting as they provided the most complete proposal for the works required within the available budget.

BD12,2067 **MOVED BY:** **Doug Conley**
SECONDED BY: **Maria Topalovic**

THAT the Board of Directors approve the following recommendations:

THAT the proposal for Engineering Services for Valens Dam Safety Review and Public Safety Review of Valens and Christie Dam be awarded to EXP Consultants, Brampton for a total cost of \$40,900 excluding HST.

CARRIED

14. IN-CAMERA ITEMS FOR MATTERS OF LAW, PERSONNEL AND PROPERTY

BD12,2068 **MOVED BY:** **Maria Topalovic**
SECONDED BY: **Aidan Johnson**

THAT the Board of Directors moves *in camera* for matters of law, personnel and property.

CARRIED

During the *in camera* session, two property matters were discussed.

14.1 Confidential Report BD/Jan 01-2015

Scott Peck presented the report and answered Board member's questions.

14.2 Confidential Report BD/Jan 02-2015

Chris Firth-Eagland presented the report and answered Board member's questions.

There were no motions requiring board action resulting from the in camera discussions.

BD12,2069

MOVED BY: Duke O'Sullivan

SECONDED BY: Maria Topalovic

THAT the Board of Directors moves out of *in camera*.

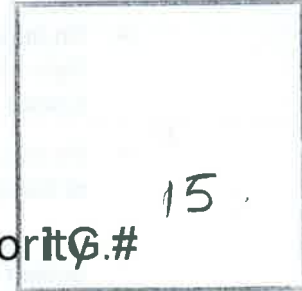
CARRIED

15. NEXT MEETING

The next meeting of the Board of Directors will be held on Thursday, February 5, 2015 at 7:00 p.m. at Woodend Auditorium, 838 Mineral Springs Road, Ancaster, Ontario.

16. ADJOURNMENT

On motion, the meeting adjourned.



Grand River Conservation Authority # General Membership Meeting

Friday, January 23, 2015

The following are the minutes of the General Membership Meeting held at 9:30 a.m. on Friday, January 23, 2015 at the Administration Center, Cambridge, Ontario.

Members Present:

J. Mitchell, Chair, L. Armstrong, B. Banbury, B. Bell, B. Coleman, B. Corbett, S. Foxton, G. Gardhouse, R. Hillier, J. Jamieson, B. Lee*, F. Morison, J. Nowak, V. Prendergast, M. Salisbury, P. Salter, S. Shantz, W. Stauch, W. Wettlaufer, C. White, G. Wicke

Members Regrets:

H. Jowett, K. Linton, G. Lorentz, W. Roth, S. Simons

Staff:

J. Farwell, K. Murch, D. Bennett, D. Boyd, N. Davy, S. Radoja, T. Ryan, B. Brown, J. Ivey, B. Parrott, S. Wilbur

Also Present:

R. Martin, Cambridge Times; L. Jetchick, Friends of Dumfries; J. Rzadki, Conservation Ontario; S. Kraemer, KPMG

1. Call to Order:

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

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

The Secretary-Treasurer called the roll and certified a quorum with 20 members present. A total of 21 members attended the meeting.

3. Chair's Remarks:

J. Mitchell welcomed members, staff and guests and introduced J. Rzadki and S. Kraemer who would be involved in the election of officers. She made the following comments:

- On January 14, 2015 J. Farwell and N. Davy met with Jeff Yurek, the MPP from Elgin-Middlesex-London. He is also the Critic of Transportation for the PC Caucus.
- On January 21, 2015 J. Farwell and S. Radoja presented the 2015 budget to City of Guelph council.
- On January 22, 2015 J. Farwell, K. Murch and J. Mitchell presented the 2015 budget to Brant County council.
- The members were given an invitation to attend the opening of Ocean Bound, a new exhibit at the Waterloo Region Museum. The opening is on January 31, 2015 from 9: a.m. to 1:00 p.m. The Grand River Conservation Authority (GRCA) and Grand River Conservation Foundation (GRCF) have supported the creation of the local elements of the exhibit which is focused on water and watersheds. The exhibit will run until May 10, 2015.
- The annual Heritage Day Workshop will be held at the John McCrae Royal Canadian Legion Branch 57 on Watson Parkway South in Guelph on February 13, 2015. W. Stauch referred the members to the information he had placed on their desks and asked that anyone wishing to attend complete the registration form and return it to him. J. Mitchell advised the members that the Workshop is partially funded with income from the Thiess Riverprize Endowment.
- *B. Lee joined the meeting at 9:35 a.m.
- J. Mitchell introduced new members G. Gardhouse, M. Salisbury and C. White who each spoke of their reasons for wishing to be a member of GRCA. She introduced G. Wicke to the new members as he had not been in attendance at the previous meeting.

4. Review of Agenda:

There were no additions to, or deletions from, the agenda.

Moved by: S. Foxton

Seconded by: J. Nowak

(Carried)

THAT the agenda for the General Membership/Election of Officers Meeting of January 23, 2015 be approved as circulated.

5. Declarations of Pecuniary Interest:

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

6. Minutes of the Previous Meeting:

General Membership Meeting – December 12, 2014

There were no questions or comments with respect to the minutes of the General Membership Meeting of December 12, 2014.

Moved by: P. Salter
Seconded by: V. Prendergast
(Carried)

THAT the Minutes of the General Membership Meeting of December 12, 2014
be approved as circulated.

7. Business Arising from Previous Minutes:

None

8. Hearing of Delegations:

None

9. Presentations:

None

10. Correspondence:

a) Copies for members

None

b) Not copied

None

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

None

12. Presentation of Reports:

a) **GM-01-15-01** Budget 2015 – Draft #2

S. Radoja conducted a PowerPoint presentation indicating that:

- Watershed issues include: rapidly growing population; extensive agriculture and climate change.
- The GRCA's proposed 2015 budget is \$29.1 million.
- The budget consists of three main categories: operating budget; capital budget and special projects.
- Staffing has increased 16% between 2003 and 2015.
- The expense budget has increased 36% during that same period.
- The watershed population has increased 22% during that same period.
- The 2015 budget is based upon a number of major assumptions which were reviewed.

- The Source Protection Plan (SPP) increment of the budget relates to the implementation phase expenses.
- The significant items affecting the proposed 2015 budget are: a general municipal levy increase of 2.5%; capital spending relating to water control structures; meeting revenue targets for parks; the SPP; Emerald Ash Borer (EAB) and severe weather events.
- S. Foxton referred to the comment that provincial funding is not guaranteed for SPP. She asked where the funds would come from. S. Radoja said that GRCA would cease doing SPP work.
- W. Wettlaufer referred to other government grants and the disparity in amounts for 2013, 2014 and 2015. He asked what these grants are and where they come from. S. Radoja said that the disparity for those years is SPP.
- B. Corbett referred to a staffing increase from 2003 and 2015 of 21. He asked what the staffing increase was between 2013 and 2014. S. Radoja said that three positions were filled mostly for special projects.
- B. Corbett asked whether the budgeted amount for EAB was for treatment or cleanup. S. Radoja said that in 2015 trees would be inventoried and some would be removed.
- B. Corbett asked that “self-generated” income be explained. S. Radoja answered that GRCA’s self-generated revenue includes parks, planning permits, hydro generation, property rentals, cottage lot rentals, nature centre programs, Burford Nursery, etc.

Resolution 1-15

Moved by: J. Jamieson

Seconded by: B. Coleman

(Carried)

THAT member municipalities be forwarded a letter advising them of the General Membership meeting to be held February 27, 2015 to approve the 2015 Budget and the municipal levy and that the most recent budget draft be forwarded with this letter.

b) **GM-01-15-02** Labour Relations – Contract Negotiations

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

Resolution 2-15

Moved by: W. Stauch

Seconded by: W. Wettlaufer

(Carried)

THAT an ad hoc committee be formed called the Labour Relations Steering Committee comprised of the Chair, Vice-Chair and one other to be named by the General membership, and the Chief Administrative Officer.

AND THAT the role of this Steering Committee will be to provide direction to the management negotiating team prior to the negotiation of a new Collective Agreement effective January 2, 2015.

c) **GM-01-15-03** Grand River Conservation Foundation Member Appointment

B. Corbett said that Paul General is very involved with Dunnville Marsh and he highly recommended his appointment as a member of the GRCF.

Resolution 3-15

Moved by: B. Corbett

Seconded by: L. Armstrong

(Carried)

THAT the following new Member be appointed to the Grand River Conservation Foundation until the next Annual General Meeting:

- Paul General

d) **GM-01-15-04** Chief Administrative Officer's Report

J. Farwell reminded the members that a Special Orientation Meeting is scheduled for February 18, 2015. He said that if there is anything that the members want staff to focus on for that meeting they should let him know.

Resolution 4-15

Moved by: B. Banbury

Seconded by: G. Gardhouse

(Carried)

THAT Report GM-01-15-04 – Chief Administrative Officer's Report be received as information.

e) **GM-01-15-05** Cash and Investments Status Report as of December 31, 2014

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

Resolution 5-15

Moved by: J. Jamieson

Seconded by: W. Wettlaufer

(Carried)

THAT Report GM-01-15-05 – Cash and Investments Status Report as of December 31, 2014 be received as information.

f) **GM-01-15-06** Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation

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

Resolution 6-15

Moved by: B. Lee

Seconded by: G. Wicke

(Carried)

THAT Report GM-01-15-06 – Development, Interference with Wetlands and alterations to Shorelines and Watercourses Regulation be received as information.

g) **GM-01-15-07 Environmental Assessments**

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

Resolution 7-15

Moved by: B. Corbett

Seconded by: B. Coleman

(Carried)

THAT Report GM-01-15-07 – Environmental Assessments be received as information.

h) **GM-01-15-08 Fairchild Creek Subwatershed Study**

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

Resolution 8-15

Moved by: L. Armstrong

Seconded by: J. Nowak

(Carried)

THAT Report GM-01-15-08 – Fairchild Creek Subwatershed Study be received as information.

i) **GM-01-15-09 Grand River Conservation Authority Complimentary Membership Passes 2015**

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

Resolution 9-15

Moved by: W. Wettlaufer

Seconded by: S. Foxton

(Carried)

THAT Report GM-01-15-09 – Grand River Conservation Authority Complimentary Membership Passes 2015 as information.

j) **GM-01-15-10 Conservation Area Winter Programs**

D. Bennett advised that:

- Belwood Lake, Laurel Creek, Shade's Mill and Pinehurst Lake Conservation areas are offering winter programs.
- Ice fishing has opened at Belwood Lake, Shade's Mill and Pin ehurst Lake.
- A free community event known as The Big Chill will be held on Family Day at Guelph Lake and Rockwood Conservation Areas.

- The winter programs generate \$80,000 to \$100,000 in revenue during an average season.
- A gradual expansion of the winter programs offered is one of the strategic objectives for enhancing park revenues.
- Expenses incurred to hold the Family Day events will be covered by the existing park operations budget.
- The public will have the opportunity to make donations to the GRCA to support GRCA projects such as the Guelph Lake Nature Centre or trail development at Rockwood.
- W. Stauch said that the events have received good press.
- C. White asked how the events are being marketed because he has not heard anything about them. D. Bennett said that advertising will be done immediately prior to the events i.e. radio and newspaper coverage.
- J. Nowak referred to ice fishing and asked whether GRCA or the Ministry of Natural Resources and Forests (MNRF) do any field testing and does GRCA stock the lakes. D. Bennett said that Rockwood is stocked in the Spring.. He is not aware of any recent field testing that has been done.
- M. Salisbury commented that there is ice fishing on certain lakes. He said that he witnessed a large number of people ice fishing at Guelph Lake and asked whether GRCA gets any revenue from this. D. Bennett answered that GRCA does not collect fees for ice fishing at Guelph Lake and people are taking advantage of their ability to walk onto the lake.

Resolution 10-15

Moved by: L. Armstrong

Seconded by: W. Stauch

(Carried)

THAT Report GM-01-15-10 – Conservation Area Winter Programs be received as information.

k) k) GM-01-15-11 Current Watershed Conditions as of January 21, 2015.

D. Boyd indicated that:

- Precipitation to date in January, 2015 has been well below the long term average across the Grand River watershed.
- December, 2014 was a dry month with most of the watershed climate stations recording 65% or less than the long term average.
- A snowpack is starting to form in the watershed with snow on the ground since the beginning of January, 2015.
- The average air temperature in January, 2015 to date has been minus 10.9 degrees which is 2.9 degrees colder than the long term average.

- The three large reservoirs (Shand, Conestogo and Guelph) are all within their normal operating ranges for this time of year.
- Environment Canada's long range forecast for the January to March, 2015 period for southern Ontario is for normal temperatures.

B. Corbett said that February is a difficult month in the lower watershed due to ice build-up and flooding. He asked what the criteria is to call in an ice breaker. D. Boyd answered that staff view ice at the mouth of the river, review data from Environment Canada about Lake Erie, etc.

B. Coleman said there is a problem in Brantford with wells and asked where the water has gone. He also said there is no water in the wetlands. D. Boyd said the area is clay and clay has to crack to re-charge. It is his belief that due to a wetter than usual summer the clay did not crack sufficiently to permit re-charge.

13. Election of Officers

J. Mitchell invited J. Rzakki, Watershed Steward Coordinator, Conservation Ontario to assume the chair and conduct the election of officers. J. Rzakki explained the process that would be followed in the conduct of the election of the Chair and Vice-Chair. Nominations will be called for three times and if necessary ballots will be distributed for purposes of voting. Ballots will be collected and counted by the scrutineer. A majority vote is required for election. J. Rzakki then declared the offices of Chair and Vice-Chair vacant.

J. Rzakki called for a motion to appoint a scrutineer.

Resolution 11-15
 Moved by: S. Foxton
 Seconded by: S. Shantz
 (Carried)

THAT S. Kraemer be appointed the scrutineer for purposes of this election.

Election of Chair

J. Rzakki advised the members that a nomination does not require a seconder and called for nominations for the position of Chair from the floor.

L. Armstrong nominated J. Mitchell. J. Mitchell accepted the nomination. J. Rzakki called a second and third time for nominations for the position of Chair. No further nominations being forthcoming, J. Rzakki called for a motion that nominations for the position of Chair of Grand River Conservation Authority be closed.

Resolution 12-15
 Moved by: W. Stauch
 Seconded by: L. Armstrong
 (Carried)

THAT nominations for the position of Chair of Grand River Conservation Authority be closed.

J. Rzakki declared J. Mitchell Chair of Grand River Conservation Authority for 2015 by acclamation.

Election of Vice-Chair

J. Rzakki called for nominations for the position of Vice-chair from the floor.

B. Coleman nominated V. Prendergast. V. Prendergast accepted the nomination.

W. Wettlaufer nominated H. Jowett. J. Rzakki confirmed that although H. Jowett was absent from the meeting, she had provided written confirmation that she would accept the nomination for the position of Vice-chair.

J. Rzakki called a second and third time for nominations for the position of Vice-Chair. No further nominations being forthcoming, she called for a motion that nominations for the position of Vice-chair of Grand River Conservation Authority be closed.

Resolution 13-15

Moved by: B. Lee

Seconded by: G. Wicke

(Carried)

THAT nominations for the position of Vice-chair of Grand River Conservation Authority be closed.

S. Kraemer handed out ballots to the members. She subsequently collected the marked ballots and left the room to count them. The Secretary-Treasurer displayed the names of the nominees on a white board. S. Kraemer returned to the meeting and provided the results to J. Rzakki who announced that the successful candidate for Vice-chair of Grand River Conservation Authority is V. Prendergast by a vote of 18 to 3. She provided the election results in writing to the Secretary-Treasurer who marked them on the white board.

V. Prendergast thanked the members and said he is looking forward to the next year.

Resolution 14-15

Moved by: J. Jamieson

Seconded by: L. Armstrong

(Carried)

THAT the ballots used in the election for the position of Vice-chair of Grand River Conservation Authority be destroyed.

J. Mitchell resumed the chair. She thanked the members for their continued support. She said that in 2015 GRCA will host the Biennial Tour, together with events in celebration of the GRCA's 50th anniversary. She said funding will be challenging and advised the new members that some of the members met with various MPPs at the

Association of Municipalities of Ontario (AMO) conference in 2014. She also said that she will be happy to continue to lobby the province through Conservation Ontario.

14. Committee of the Whole:

None

15. General Business:

J. Mitchell reminded the members that another member has to be appointed to the Labour Relations Steering Committee. S. Foxton expressed an interest in participating in that committee.

Resolution 14-15
Moved by: L. Armstrong
Seconded by: B. Coleman
(Carried)

THAT S. Foxton be appointed to Grand River Conservation Authority's Labour Relations Steering Committee.

16. 3rd Reading of By-Laws:

None

17. Other Business:

- a) G. Wicke noted that the Audit Committee is scheduled to meet on February 18, 2015. He asked who sat on that committee. K. Murch said that the members of the Audit Committee were appointed at the Annual General Meeting in 2014., to remain in place until the next Annual General Meeting.
- b) B. Corbett asked what the plans are for succession planning for the members. J. Mitchell confirmed that, in keeping with the limits of the Bylaw, 2015 will be her last year as Chair and V. Prendergast's last year as Vice-chair.

18. Closed Meeting: (motion required pursuant to Section 36 of By-Law 1-2014)

19. Next Meetings:

- Special Orientation Meeting
Wednesday, February 18, 2015 – 9:30 a.m.
Auditorium/Boardroom, Administration Centre, Cambridge
- Audit Committee Meeting
Wednesday, February 18, 2015 –Following Special Orientation Meeting
Conference Room, Administration Centre, Cambridge

- Annual General Meeting
Friday, February 27, 2015 – 9:30 a.m.
Auditorium/Boardroom, Administration Centre, Cambridge

20. Adjourn

The meeting adjourned at 10:50 a.m.

21. Grand River Source Protection Authority Meeting (if required)

Chair

Secretary-Treasurer

Puslinch Fire and Rescue Service

Monthly Report

February 2015

Significant Events/ Incidents/Trends

Ice safety

Most winter drowning victims are snowmobilers, however everyone needs to be careful around frozen lakes, rivers and streams.

Here are some tips on how you can be ice smart:

- Understand the importance of determining the quality and thickness of ice before venturing onto it. Good ice is clear hard ice. Poor ice is often a result of recent thawing and refreezing of ice. Ice quality can be affected by fluctuating temperatures, wind, water currents or even a layer of snow creating an insulating layer.
- Check the ice frequently and in different places before venturing onto it.
- Avoid travelling on ice at night.
- Never travel alone and inform someone of your itinerary and when you are returning.
- Consider carrying safety items like waterproof matches, a knife, whistle and a cellular phone just to name a few.

If you should find yourself immersed in cold water remembering the **1-10-1 Principle** could save your life.

1 Minute - the time you have to control your breathing after the initial shock of immersion. Concentrate on breathing without hyperventilating and protect your airway from water.

10 Minutes - the time you have to initiate self-rescue before losing meaningful movement of your fingers, arms and legs.

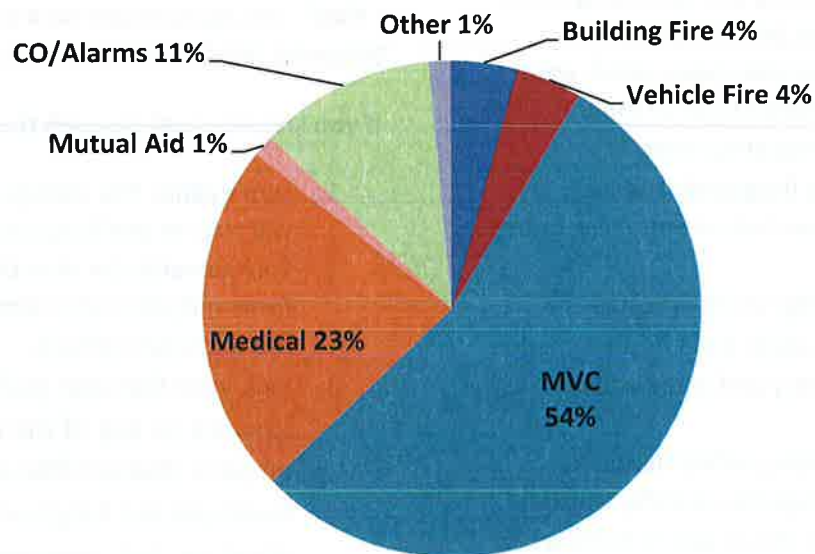
1 Hour - the approximate time you have before becoming unconscious due to hypothermia.

If you should break through the ice:

1. Don't panic. The clothes you are wearing will trap air and keep you buoyant.
2. Turn towards the direction you came from and place your arms and hand on the unbroken surface.
3. Kick your feet and push yourself forward on top of the unbroken ice on your stomach like a seal.
4. Once you are lying on the ice. Don't stand up. Roll away until you are on solid ice

REPORT MONTH:		2015 FEBRUARY					
		February Monthly Total	February 2015 YTD	Feb. 2014 YTD	Feb. 2013 YTD	February \$ Loss Monthly	February 2015 \$ Loss YTD
FIRE:	Structure	3	3	2	3	\$6,000	\$6,000
	Vehicular	2	3	3	5	\$44,000	\$52,000
	Grass and Bush	0	0				
	Other	0	0	1	2	0	
		Monthly	2015 YTD	2014 YTD	2013 YTD		
Motor Vehicle Collisions		22	38	53	25		
Medical Assist		6	16	10	9		
Mutual Aid		0	1	3	1		
Carbon Monoxide		1	2	2	2		
Automatic Alarm		2	6	6	3		
Burning Complaints		0	0	5	1		
Incorrect Page		0	0	3	1		
Other		0	1	4	1		
TOTALS:		Monthly	2015 YTD	2014 YTD	2013 YTD		
		36	70	92	53		
Estimated Total Dollar Loss Due to Fire		\$50,000	\$58,000	\$318,00	\$410,000		

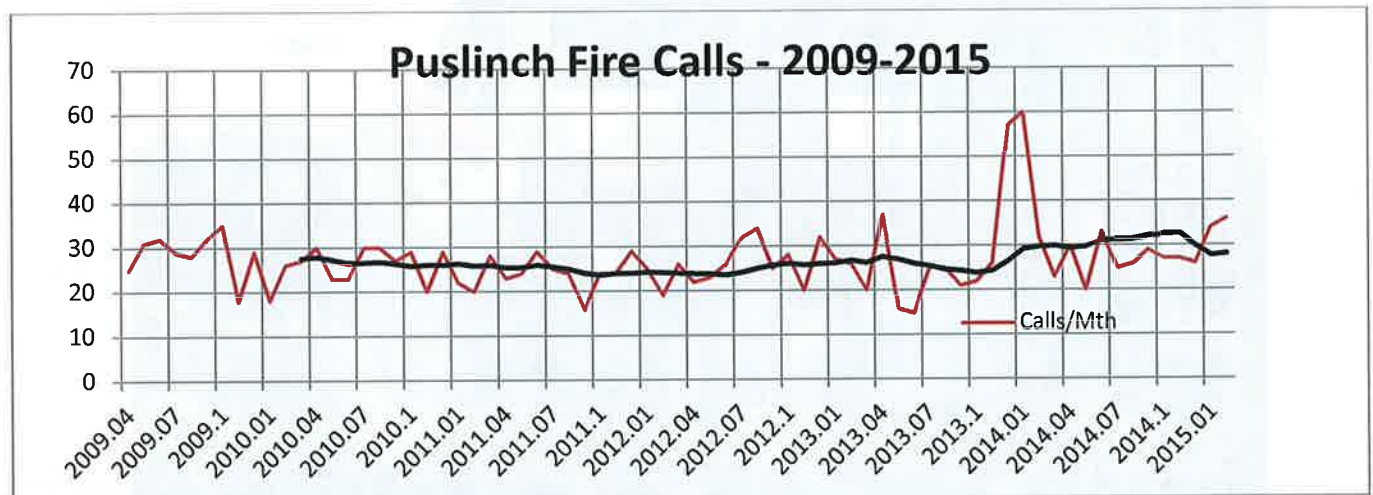
2015 YTD Emergency Calls



Prevention & Public Education

2015 February

Activity:	Monthly Total	2015 YTD
Inspections	2	3
Water Tank Inspection	22	23
Investigations	2	3
Emergency Planning	2	5
Public Education Volunteer	1	1
Public Education Paid	0	0
Meeting	4	6
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

Puslinch Fire and Rescue Service Monthly Report February 2015

Family Day Public Education Volunteers



Wellington County Hazardous Material Operations Training





REPORT FIR-2015-001

TO: Mayor and Members of Council

FROM: Steven Goode, Fire Chief

MEETING DATE: March 18, 2015

SUBJECT: Fire Dispatch Services Agreement with the City of Guelph

FILE No.: L04/GUE

RECOMMENDATIONS

That Report FIR 2015-001 regarding the Fire Dispatch Agreement with the City of Guelph be received; and

That Council enact a by-law to authorize the Mayor and Clerk to execute the Agreement with the City of Guelph.

Discussion

Purpose

The purpose of this report is to recommend that Council enact a By-law authorizing the entering into an agreement with the City of Guelph to provide dispatch services to the Township.

Background

The City of Guelph Fire Department has provided dispatch services to the Township since the inception (1968) of the Township fire department. The Fire Protection Districts in Wellington County also rely on the City of Guelph Fire Department dispatch for their dispatch services. This arrangement enhances our mutual and automatic aid agreements.

On September 05, 2007, Township Council passed resolution number 5 accepting the agreement dated the 5th day of September, 2007 between the City of Guelph and the Township and authorized the Mayor and the CAO/Clerk-Treasurer to execute the same with respect to fire dispatch services for a period of June 01, 2007 to May, 31 2008.

Agreement

Below is a summary of the terms of the Fire Dispatch Service Agreement as follows:

TERM OF LICENCE

- Commencement June 01, 2007.
- Automatically renewed for one year periods unless terminated sooner pursuant to the provisions of the agreement.

SCOPE

- Guelph Fire Department dispatch will accept calls from 911, Police, Central Ambulance Communications Centre and directly from private citizens;
- Notify Township firefighters through the pager to reply to the calls;
- Guelph Fire Department will provide incident information to the Township and keep an electronic record of such telephone and radio transmissions and provide copies to the Municipality's Fire Department upon request;
- The Guelph Fire Department will monitor all incidents dispatched to the Township and provide a level of support equal to that provided to the Guelph Fire Department

TERMINATION

- City or the Township may, at any time terminate this agreement by giving ninety (90) days written notice to the other party

INSURANCE

- Township shall obtain and maintain throughout the term, including any and all renewal periods, insurance coverage to a minimum of \$5,000,000 naming the City of Guelph as an additional named insured, against all claims for public liability and property damage which may arise in respect of providing or failing to provide fire dispatch services to the Township or from this agreement. The insurance shall not be cancelled or changed without first giving a minimum of 30 days prior written notice to the City.

FINANCIAL IMPLICATIONS

The City of Guelph Fire Department re-structured its fees for dispatch service in January 2015 in order to make them fair and defensible for County of Wellington Fire Departments and the City of Guelph Fire Department. Research conducted by the City of Guelph staff indicated that most services charge for dispatch services on a per capita basis. Every four years when the Canadian census is released the cost for service is adjusted up or down. Originally, the City's dispatch service fee was based on an unknown formula to determine cost. The annual fee increases were adjusted in accordance with the Consumer Price Index for Ontario as published by Statistics Canada.

The City of Guelph Fire Department full dispatch service fee is set at \$1.80 per capita for Wellington County fire departments. Total 2015 cost for full dispatch service is \$12,652, based on a population of 7,029 (2011 StatsCan Population). This amount has been incorporated in the Fire and Rescue Services Operating Budget Account Number 01-0040-4320.

The Township fire department radio equipment was purchased by the Township and is maintained by the Township. Section 3B of the full dispatch service agreement does not apply.

The dispatch service agreement section 3D states **“Notwithstanding all of the foregoing, if the City of Guelph should ever, in the proper provision of the fire dispatch services to the Municipality, be required to make any special expenditures beyond the usual operating expenditures (e.g. to upgrade the fire dispatch services or the mobile radios), which expenditures cannot be recovered otherwise, then the City may add such expenditures to the fees provided for above”**. This is standard wording used in all Wellington County Fire Department dispatch service agreements. The City will provide to the Township one year notice for any special expenditures beyond the usual operating expenditures.

APPLICABLE LEGISLATION AND REQUIREMENTS

Municipal Act, S.O. 2001, C. 25

ATTACHMENTS

- Schedule “A” - City of Guelph and the Township of Puslinch September 2007 Fire Dispatch Service Agreement
- Schedule “B” - City of Guelph and the Township of Puslinch 2015 Amending Full Dispatch Service Agreement
- Schedule “C” - City of Guelph Dispatch Municipal Comparator Summary

SCHEDULE "A"

THIS AGREEMENT made this 5th day September 2007
BETWEEN:

THE CORPORATION OF THE CITY OF GUELPH
(the "City of Guelph")

-and-

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
(the "Municipality")

WHEREAS the Municipality has requested and the City of Guelph has agreed to provide fire dispatch services to the Municipality, on a fee for service basis, subject to the terms and conditions hereinafter set out;

NOW THEREFORE the parties agree as follows:

1. This agreement shall be in force for a period of one year from June 1, 2007 to May 31, 2008, unless terminated sooner pursuant to the provisions of this agreement, and will be automatically renewed from year to year for successive one year periods thereafter, unless terminated sooner pursuant to the provisions of this agreement, on the same terms and conditions set out herein.
2. The City of Guelph shall provide fire dispatch services to the Municipality. For purposes of this agreement, fire dispatch services mean the following: the City of Guelph will accept 911 calls directed to the City of Guelph's Emergency Services - Guelph Fire Department (the "Guelph Fire Department") and in response to all such calls, the Guelph Fire Department will page the Municipality's Fire Department to reply to the calls.
3. The Municipality shall pay to the City of Guelph an annual fee in the amount of \$7,982.44 per year. The annual fee shall be adjusted annually commencing on the first anniversary date of this agreement, namely June 1, 2008, in accordance with the Consumer Price Index for Ontario as published by Statistics Canada in Catalogue Number 62-001. In the event the Municipality fails to pay any invoice issued pursuant to this agreement within 30 days of the date set out on the invoice, the said amount payable shall bear interest at the rate of one and one-half percent (1.5%) per month, calculated monthly and payable monthly (effective interest 19.56% per annum).
4. The parties agree the same dispatch system will be used for providing fire dispatch service to the Municipality as is used by and for the City of Guelph. The Municipality acknowledges and agrees that there is no obligation or requirement of any kind for the City of Guelph to acquire, use or implement any equipment, technology, information including mapping data, training or procedures of any kind or nature whatsoever for the purposes of providing the fire dispatch services under this agreement.
5. (a) The Municipality acknowledges and agrees that nothing in this agreement requires or intends that the City of Guelph shall physically respond to any call directed or paged to the Municipality's Fire Department and further acknowledges and agrees that the City of Guelph shall not be responsible for any failure of the Municipality to receive any 911 calls for any reason whatsoever which were directed to the Guelph Fire Department and paged by the Guelph Fire Department to the Municipality's Fire Department, or for any failure by the Municipality to respond to or to improperly respond to any such 911 calls.
(b) Despite any other provisions of this agreement, the City of Guelph shall not be liable to the Municipality or any person for failing to provide fire dispatch services. The Municipality releases, waives and forever discharges the City of Guelph, its members of council, officers, employees, servants and agents from any or all claims, demands, damages, costs, expenses, actions and causes of action in respect of death, injury, loss or damage to any person or property howsoever caused, arising directly or indirectly from the City of Guelph providing or failing to provide fire dispatch services to the Municipality or from the provisions of this agreement. Further, the Municipality shall indemnify and save harmless the City of Guelph, its members of council, officers, employees, servants and agents against any and all claims, demands, damages, costs (including legal costs), expenses, actions and causes of action which may be brought against or upon the City of Guelph, its members of council, officers, employees, servants and agents and against loss, costs, damages or expenses which the City of Guelph, its members of council, officers, employees, servants and agents may sustain, suffer, incur or be liable to resulting from, or in any way arising directly or indirectly from the City of Guelph providing or

failing to provide fire dispatch services to the Municipality or from the provisions of this agreement.

(c) The Municipality shall obtain and maintain throughout the term, including any and all renewal periods, insurance coverage to a minimum of \$5,000,000.00, with a clause naming the City of Guelph as an additional named insured, against all claims for public liability and property damage which may arise in respect of providing or failing to provide fire dispatch services to the Municipality or from this agreement. The policy shall insure each person, firm or corporation insured hereunder in the same manner and to the same extent as if a separate policy had been issued to each. A certified copy of the insurance shall be delivered to the City of Guelph's Manager of Risk Management Services upon execution of this agreement and copies of any and all renewals shall forthwith be provided to the City. The insurance shall not be cancelled or changed without first giving the City of Guelph a minimum of 30 days' prior written notice.

6. This agreement may be terminated by either party upon at least ninety (90) days written notice to the other party.

7. Any notice required under this agreement shall be given to the City of Guelph or the Municipality in writing and shall be deemed to have been given when personally delivered or on the 3rd business day after the mailing thereof by regular mail respectively to the following:

(a) For the City of Guelph:
Emergency Services - Guelph Fire Department
The Corporation of the City of Guelph
50 Wyndham Street South
Guelph, Ontario N1H 4E1 Attention: Fire Chief

(b) For the Municipality:
The Corporation of the Township of Puslinch
7404 Wellington Rd #34
R.R. #3
Guelph, ON N1H 6H9
Attention: Clerk of the Corporation of the Township of Puslinch

8. This agreement may not be assigned by the Municipality without the prior written approval of the City of Guelph which may be withheld for any reason.

9. The Municipality warrants and represents that it has the full power and authority to enter into this agreement and perform its obligations hereunder and that it is legally authorized and has obtained all necessary approvals for the execution, delivery and performance of this agreement.

10. This agreement constitutes the entire agreement and understanding of the parties and supersedes any and all prior understandings, discussions, negotiations, commitments, representations, warranties and agreements, written or oral, express or implied between them.

11. No amendment of this agreement of any kind of its terms and provisions shall be deemed valid unless effected by a written amendment signed by both parties and no waiver of rights of any kind under this agreement shall be effective unless in writing by the party for whom they are a benefit.

12. Nothing in this agreement creates the relationship of principal and agent, employer and employee, partnership or joint venture between the parties. Neither party shall have any right, power or authority, express or implied, to bind the other.

13. Each provision, paragraph and sentence of this agreement shall be severable, and in the event that any one or more of the same is declared invalid or unenforceable, the balance shall survive and remain in force insofar as is reasonable.

14. This agreement shall be binding on and shall ensure to the benefit of the parties, their respective heirs, successors, and permitted assigns.

IN WITNESS WHEREOF the parties hereto have duly executed this

agreement. DATED at *Puslinch*, the **5th** day of ~~September~~, 2007

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

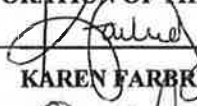
Brad Whitcombe MAYOR

Brenda Grew

CLERK


DATED at Guelph, the 12th day of Oct, 2007

THE CORPORATION OF THE



KAREN FARBRIDGE - MAYOR

Fire Dispatch Services - Full



THIS AMENDING AGREEMENT made this _____ day of _____,

LOIS A. GILES - CITY CLERK

SCHEDULE "B"

BETWEEN:

THE CORPORATION OF THE CITY OF GUELPH

(the "City of Guelph")

-and-

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

(the "Municipality")

WHEREAS the City of Guelph and the Municipality have entered an agreement (the "**Fire Dispatch Agreement**") dated the 5th day of September, 2007 whereby the City of Guelph agreed to provide fire dispatch services to the Municipality on a fee for service basis;

AND WHEREAS the City of Guelph and the Municipality wish to amend the said Fire Dispatch Agreement;

NOW THEREFORE the parties agree as follows:

1. Paragraphs 2 and 3 of the Fire Dispatch Agreement be and hereby are deleted and replaced by the following:
 - (a) The City of Guelph will accept calls from 911, Police, Central Ambulance Communications Centre and directly from private citizens, directed to the City of Guelph's Emergency Services – Guelph Fire Department (the "**Guelph Fire Department**");
 - (b) In response to all such calls, the Guelph Fire Department will page the Municipality's Fire Department to reply to the calls;
 - (c) The Guelph Fire Department will keep an electronic record of such telephone and radio transmissions and provide copies to the Municipality's Fire Department upon request;
 - (d) The Guelph fire Department will provide incident information to the Municipality; the Municipality shall acknowledge, to the Guelph Fire Department, receipt of each dispatch received from the Guelph Fire Department and shall acknowledge, to the Guelph Fire Department, when each dispatched unit is on scene and when each dispatched unit is back in service; and
 - (e) The Guelph Fire Department will monitor all incidents dispatched to the Municipality's Fire Department and provide a level of support equal to that provided to the Guelph Fire Department; this will include but not be limited to tracking resources on scene, monitoring radio calls for safety, providing notifications, requesting extra resources, etc.

- 3A. The Municipality shall pay to the City of Guelph, each year, a fee in respect of full fire dispatch services in accordance with the following. As early as possible each year, the City of Guelph shall:
 - (a) Establish the population of the Municipality (the "**Municipality Population**"); the Municipality acknowledges that the Municipality Population as at the date of this Amending Agreement to the Fire Dispatch Agreement is 7029;

- (b) Establish the rate, per capita, of providing full fire dispatch services to the Municipality (the "**Full Fire Dispatch Rate**"), based on factors including the rate for the previous year, cost increases and rates charged by comparator providers; the Municipality acknowledges that the Full Fire Dispatch Rate as at the date of this Amending Agreement to the Fire Dispatch Agreement is \$1.80; and
- (c) Calculate the amount of the fee for providing full fire dispatch services to the Municipality for the current year (the "**Full Fire Dispatch Fee**"), being the product of the Municipality Population and the Full Fire Dispatch Rate, and invoice the Municipality for this amount, payable on or before June 1 of that year.

3B. The Municipality shall pay to the City of Guelph, semi-annually, a fee in respect of the use of mobile radios for fire dispatch services, in accordance with the following. Every six months, the City of Guelph shall:

- (a) Establish the current rate, per mobile radio, per six-month period, for providing mobile radios (the "**Mobile Radio Rate**"); the Municipality acknowledges that the Mobile Radio Rate as at the date of this Amending Agreement to the Fire Dispatch Agreement is \$___N/A___ per six months;
- (b) Increase the Mobile Radio Rate in accordance with any increases in the cost per mobile radio imposed on the City of Guelph in the previous six month period by the provider of the mobile radio service;
- (c) Establish the number of mobile radios currently used for fire dispatch purposes in the Municipality (the "**Number of Mobile Radios**"); and
- (d) Calculate the amount of the fee for providing mobile radios to the Municipality for the current six month period (the "**Mobile Radio Fee**"), being the product of the Mobile Radio Rate and the Number of Mobile Radios, and invoice the Municipality for this amount.

3C. The Municipality may purchase from the City of Guelph optional extra services, in addition to the full fire dispatch services, including access to records management systems, mobile data terminals, etc. In each such case, the parties shall negotiate the fee for the optional extra service.

3D. Notwithstanding all of the foregoing, if the City of Guelph should ever, in the proper provision of the fire dispatch services to the Municipality, be required to make any special expenditures beyond the usual operating expenditures (e.g. to upgrade the fire dispatch services or the mobile radios), which expenditures cannot be recovered otherwise, then the City may add such expenditures to the fees provided for above.

3E. In the event the Municipality fails to pay any invoice issued pursuant to this agreement within 30 days of the date set out on the invoice, the amount payable shall bear interest at the rate of one and one-half percent (1.5%) per month, calculated monthly and payable monthly (effective interest 19.56% per annum).

- 2. In all other respects the Fire Dispatch Agreement shall continue in force.

[Signature page follows]

IN WITNESS WHEREOF the parties hereto have duly executed this Amending Agreement.

DATED at Guelph, the day of , 2015

THE CORPORATION OF THE CITY OF GUELPH

SHAWN ARMSTRONG – GENERAL MANAGER

I am authorized to bind the corporation.

DATED at , the day of , 2015

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

MAYOR

CLERK

SCHEDULE "C"

Dispatch Municipal Comparator Summary

OVERVIEW

A review was completed of comparator municipalities in regards to the costing of dispatch services. As a result options for establishing charges to local fire services have been identified. There are three different factors used to allocate costs and three different formulations of costs to be charged.

SURVEY RESULTS

	Call Dispatch			
	Population	Provider	Cost per Capita	Cost Description
Barrie	135,711	Barrie	\$ 7.72	Base operating expenses less revenue resulting from dispatch service provided to other Fire services.
XX Fire Service	223,718	Barrie	\$ 1.88	Base Cost derived from cost to provide dispatch service to XX fire services above the cost to provide service just to Barrie Fire Services. Extra services provided as per costing sheet
Kitchener	219,153	Kitchener	\$ 4.87	Operating expenses less revenue resulting from dispatch service provided to other Fire services.
Waterloo	98,780	Kitchener	NA	The charge out is based on the actual salary and fringe benefits from the prior year allocated based on the number of incidents.
Wilmot	20,000	Kitchener	NA	
Woolwich County	23,410	Kitchener	NA	
Wellesley	10,713	Kitchener	NA	
Caledon	59,460	4.9%	4.9%	Total operating and capital cost shared by proportionate split based on population
Brampton	523,911	39.7%	39.7%	
Mississauga	713,443	55.3%	55.3%	
Ajax	109,600	Ajax	\$ 7.26	Includes costs for operating and capital less Administration of staff, building maintenance and hydro. Cost distributed based on EMPAC annual value of property.
Pickering	88,721	Ajax	\$ 8.93	
Windsor	210,891	Windsor	\$ 5.49	Communication Operating Budget
Essex County		Windsor	\$ 1.80	Provide service to 4 Essex county fire departments on a per capita basis, fee set annually by Council
Brantford	93,650	Brantford	\$ 8.87	Includes full-time earnings, overtime earnings, benefits, computer hardware, equipment, permits and contracted services.
Ottawa	883,391	Ottawa	\$ 5.92	Communication Operating Budget

Table 1: Survey Results



REPORT FIN-2015-010

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: March 18, 2015

SUBJECT: Remuneration and Expenses Paid to Members of Council and Others During the Year 2014
File No. F16 REM

RECOMMENDATIONS

That Report FIN-2015-010 regarding Remuneration and Expenses Paid to Members of Council and Others During the Year 2014 be received; and

That the Remuneration and Expenses Paid to Members of Council and Others During the Year 2014 be posted on the Township of Puslinch's website.

DISCUSSION

Purpose

The Municipal Act, 2001, S.O. 2001, c. 25, as amended, Section 284 (1) requires the Treasurer of a Municipality to submit a statement to Council itemizing remuneration and expenses paid to the following:

1. each Member of Council in respect to his or her services as a member of Council or any other body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of Council.
2. each person, other than a member of Council, appointed by the Municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Background

The authority to pay Council remuneration including benefits and reimbursement of business expenses is currently found in By-law No. 035/14 for the 2014 fiscal year. The

authority to pay Committee members remuneration on a per meeting basis and out of pocket expenses for out of Township meetings is currently found in By-law No. 035/14 for the 2014 fiscal year.

The Township provides reasonable remuneration to members of Council and Committee appointees.

The Township also provides expense reimbursement to Members of Council and Committee members for reasonable and permitted expenses incurred while carrying out their respective roles and responsibilities.

Members of local boards who are appointed by the Township also receive payments from the local boards. These payments must be reported per Section 284 (1) of the Municipal Act, 2001.

Schedule A lists the total Remuneration and Expenses paid out to Members of Council and Others During the Year 2014 in accordance with Section 284 (1) of the Municipal Act, 2001.

FINANCIAL IMPLICATIONS

In the 2014 fiscal year, funds were provided in the Administration Department's Operating Budget for Council's remuneration and reimbursement for reasonable and permitted expenses. Funds were also provided in the Committee cost centres for remuneration and expenses paid to Committee members. These are budgeted annually through the Operating Budget process.

The expenses shown in Schedule A include both mileage and allowable business expenses per the Township's policies.

APPLICABLE LEGISLATION AND REQUIREMENTS

Section 284(1), Municipal Act, 2001, S.O. 2001, c. 25, as amended

ATTACHMENTS

Schedule A – Remuneration and Expenses Paid to Members of Council and Others During the Year 2014.

Schedule A to Report FIN-2015-010

**Township of Puslinch
Remuneration and Expenses Paid to Members of Council and Others During 2014**

Member of Council	Salary *	Benefits **	Per Diems & Expenses ***	Sub-Total	Conference/ Seminars	Business Expenses	Mileage Expense	Sub-Total	Grand Total
				Remuneration				Expenditures	
	\$	\$		\$	\$	\$	\$	\$	\$
Dennis Lever, Mayor	22,220	849	510	23,579	950	1,635	1,553	4,138	27,717
Ken Roth, Councillor	15,150	5,161	-	20,311	-	597	356	953	21,264
Wayne Stokley, Councillor	15,150	5,161	-	20,311	-	240	475	715	21,025
Susan Fielding, Councillor	15,150	5,161	1,578	21,889	20	992	921	1,933	23,822
Jerry Schmidt, Councillor	13,888	4,360	-	18,247	-	959	117	1,076	19,323
Matthew Bulmer, Councillor	1,263	456	-	1,718	-	-	-	-	1,718
Totals	\$ 82,820	\$ 21,147		\$ 106,055	\$ 970	\$ 4,422	\$ 3,422	\$ 8,814	\$ 114,869

* One-third of the remuneration paid to members of Council continue to be considered as expenses incidental to the discharge of their duties as a member of Council as per the provisions of subsection 283 (5) of the Municipal Act.

** Benefits include employer portion of Extended Health Care, Hospital Semi-Private, Dental, Drug, Vision Care, and Out of Province Coverage, Employer's Health Tax (EHT) and Canada Pension Plan (CPP) if applicable. Employment Insurance (EI) is exempted.

*** These are payments made by Conservation Halton for the Source Protection Committee (Councillor Fielding). As this is a local board, it should be reported on per Section 284(1) of the Municipal Act, 2001. These are also payments made by Top Aggregate Producing Municipalities of Ontario (Mayor Lever).

Schedule A to Report FIN-2015-010

**Township of Puslinch
Remuneration and Expenses Paid to Members of Council and Others During 2014**

Committee *	Local Board **	Member	Per Diem	Benefits *	Sub-Total		Conference Expenses	Business Expenses	Mileage Expense	Sub-Total	
					Remuneration	Expenditures				Expenditures	Total
			\$	\$	\$	\$	\$	\$	\$	\$	\$
Committee of Adjustment	N/A	Barbara McKay	597	23	620	-	-	104	104	724	
Committee of Adjustment	N/A	Beverley NyKamp	171	8	179	-	-	-	-	179	
Committee of Adjustment	N/A	Matthew Bulmer	512	34	546	-	-	-	-	546	
Audit Committee	N/A	Jim McQueen	169	6	175	-	-	-	-	175	
N/A	Grand River Conservation Authority	John Brennan	1,982	-	1,982	305	-	1,174	1,479	3,461	
N/A	Hamilton Conservation Authority	Brad Whitcombe	300	-	300	-	-	154	154	454	
N/A	Conservation Halton	Stephen Gilmour	300	-	300	N/A	N/A	127	127	427	
Totals			\$ 4,031	\$ 72	\$ 4,103	\$ 305	\$ -	\$ 1,558	\$ 1,864	\$ 5,966	

* Benefits include the employer's portion of Employer's Health Tax (EHT), Canada Pension Plan (CPP), and Employment Insurance (EI).



REPORT FIN-2015-011

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: March 18, 2015

SUBJECT: Temporary Borrowing By-law
File No. F11 TDB

RECOMMENDATIONS

That Report FIN-2015-011 regarding the 2015 Temporary Borrowing By-law be received; and

That Council enact a by-law authorizing external temporary borrowings of \$1,500,000 in 2015 as outlined in Schedule A to Report FIN-2015-011.

DISCUSSION

Purpose

Section 407 of the Municipal Act, 2001, allows for a municipality to pass a by-law authorizing the temporary borrowing of funds of an amount that Council considers necessary to meet the current expenditures for the year. Council must pass this temporary borrowing by-law annually if they wish to utilize it in a given year.

Background

Township staff continually monitor and project the Township's cash flow requirements to ensure adequate cash is available to meet anticipated needs. In prior years, no external borrowing has been required to meet current expenditures.

It is recommended that Council enact a by-law permitting staff to borrow up to \$1,500,000 in the event that it is deemed necessary to borrow funds externally to meet short-term needs until the Township's main revenue source of property taxes is levied and collected.

Section 407 of the Municipal Act, 2001 permits a municipality to authorize temporary borrowing, until the taxes are collected and other revenues received, of an amount that Council considers necessary to meet the current expenditures for the year. Unless otherwise approved by the Ontario Municipal Board, that amount cannot exceed:

- a.) from January 1 to September 30: 50 percent of the total estimated revenues of the municipality as set out in the adopted budget; and
- b.) from October 1 to December 31: 25 percent of the total estimated revenues of the municipality as set out in the adopted budget.

For the purposes of this By-law, the estimated revenues do not include revenues derivable or derived from any borrowings, including through any issue of debentures, any prior year surplus, revenues related to tax arrears, and a transfer from a capital fund, reserve fund or reserve. The maximum amount of temporary borrowing allowed by the Act is as follows:

	2015 Budget
Total Operating Revenues	\$1,665,149
Total Taxation Levy	\$3,366,369
Interest on Current Taxes	\$(80,563)
Penalty on Tax Arrears	\$(107,793)
Prior Year Surplus Utilized	\$0
Adjusted estimated revenues	\$4,843,162

- \$2,421,581 – the maximum amount that may be borrowed at any one time on a temporary basis from January 1st to September 30th, 2015; and
- \$1,210,791 – the maximum amount that may be borrowed at any one time on a temporary basis from October 1st to December 31st, 2015.

The Township is able to temporarily borrow funds from the bank at the prime lending rate. In prior years, the Township has not utilized external temporary borrowings for cash flow purposes. However, a situation may arise where an unexpected payment may be required or several large payments may be required prior to the collection of property taxes.

With a temporary borrowing by-law in place, staff will have the ability to act quickly in the best financial interest of the Township by borrowing funds temporarily. It is not anticipated that the Township will require temporary borrowing of funds in 2015.

If the Township was required to borrow funds beyond a one year period or beyond the term of a Council to help finance certain approved capital projects, then the Township through Council would consider a debenture through the County of Wellington to ensure compliance with Provincial legislation.

FINANCIAL IMPLICATIONS

There is no financial impact to the operating budget unless borrowing is required.

APPLICABLE LEGISLATION AND REQUIREMENTS

Municipal Act, 2001, S.O. 2001, c. 25, as amended, Section 407

ATTACHMENTS

Schedule A – Draft Temporary Borrowing By-law

Schedule A to Report FIN-2015-011

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER XXX/15

A by-law to authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2015.

WHEREAS in accordance with Section 407 of the Municipal Act, S.O. 2001, c. 25 as amended, the Corporation of the Township of Puslinch ("Township") considers it necessary to have authorization in place in the event that temporary borrowing is required to meet current expenditures for the year 2015 until taxes are collected; and

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Ontario Municipal Board, is limited by Section 407 of the Municipal Act, 2001, S.O. 2001, c.25, as amended; and

WHEREAS the total amount previously borrowed by the Township pursuant to Section 407 that has not been repaid is NIL.

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

1. That the Mayor and Treasurer be and the same are hereby authorized on behalf of the Township to borrow from time to time by way of a promissory note from THE TORONTO DOMINION BANK ("TD") a sum or sums not exceeding in the aggregate of \$1,500,000.00 to meet, until taxes are collected, the current expenditures of the Township for the year as permitted by Section 407 of the Municipal Act and to give to TD promissory notes, sealed with the Township's corporate seal and signed by the Mayor and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with TD.
2. That the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed,
 - a) from January 1 to September 30 in the year, 50 percent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and
 - b) from October 1 to December 31 in the year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year.
3. For purposes of this by-law the estimated revenues referred to in section 2 do not include revenues derivable or derived from: a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
4. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Township for the current year and when this revenue is received.

5. The Treasurer is authorized and directed to apply in payment for all sums borrowed plus interest, all of the monies collected or received on account in respect of taxes levied for the current year or from any other source which may lawfully be applied for this purpose.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
18th DAY OF MARCH, 2015.**

Dennis Lever, Mayor

Karen M. Landry, CAO/Clerk



REPORT FIN-2015-012

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: March 18, 2015

SUBJECT: 2014 Development Charges
File No. F20 MMA

RECOMMENDATIONS

That Report FIN-2015-012 regarding the 2014 Development Charges be received; and

That the Treasurer forward a copy of this report to the Ministry of Municipal Affairs and Housing within 60 days of reporting to Council in accordance with the Development Charges Act.

DISCUSSION

Purpose

The purpose of this report is to provide Council with information on the Township of Puslinch's Development Charge Reserve Funds and related transactions as of December 31, 2014.

Background

Pursuant to Section 43 of the Development Charges Act (DCA), the Treasurer for the Township shall present a financial statement to Township Council regarding the development charge reserve funds. The Treasurer's statement is to document transactions relating to the reserve funds, opening and closing balances, services for which the funds are established and interest earnings.

Section 43 of the DCA also includes a requirement to disclose projects financed, in whole or in part by development charges.

The Township's Development Charges By-law No. 054/14 was passed on August 13, 2014 and came into effect on September 3, 2014. The Township will be undergoing an amendment to its Development Charges By-law based on the results of the Recreation and Parks Master Plan and the Master Fire Plan.

FINANCIAL IMPLICATIONS

- Total balance of Development Charge Reserve Funds as of December 31, 2014 is \$304,632.
- Development Charge Reserves decreased by \$51,986 from 2013:

Beginning Balance, 2014:		\$356,618
DC Revenue in 2014:	\$104,533	
Transfers from capital/interest earned:	\$5,450	
Transfers to capital:	(\$153,591)	
Transfers to operating:	(\$8,378)	
Net 2014 Decrease		(\$51,986)
Ending Balance, 2014:		<u>\$304,632</u>

A statement of Development Charge reserve fund balances and transactions in 2014, by service area, is listed in Schedule A. Details of 2014 projects funded from Development Charges are listed in Schedule B. Schedule C summarizes Development Charge Credits for 2014.

APPLICABLE LEGISLATION AND REQUIREMENTS

Development Charges Act, 1997
 Ontario Regulation 82/98

As set out in this report, the financial statement and information being provided herein is pursuant to the requirements of the Development Charges Act and regulations thereunder.

ATTACHMENTS

Schedule A – Statement of Development Charges Reserve Funds as at December 31, 2014

Schedule B – 2014 Development Charges Project Funding

Schedule C – Development Charge Credits for the 12 months ended December 31, 2014

**Township of Puslinch
Statement of Development Charges Reserve Funds
As at December 31, 2014**

Schedule A

	Total	Fire Protection Services	Roads and Related	Parks and Recreation	Administration - Studies	Library
Opening Balance- January 1, 2014 *	385,340	102,219	127,186	9,987	130,500	15,448
DC Study Adjustments **	(28,722)	48,944	(43,014)	19,003	(38,207)	(15,448)
Adjusted Balance - January 1, 2014	<u>356,618</u>	<u>151,163</u>	<u>84,172</u>	<u>28,990</u>	<u>92,293</u>	<u>0</u>
Revenues						
Development Charges Act	104,533	24,672	66,797	7,414	5,650	-
Interest Income	5,450	1,508	1,792	492	1,658	-
Total Revenues	<u>109,983</u>	<u>26,180</u>	<u>68,589</u>	<u>7,906</u>	<u>7,308</u>	<u>-</u>
Expenses						
Transfers to Capital	153,591	8,943	104,873	-	39,775	-
Transfers to Operating	8,378	4,117	-	4,261	-	-
Total Expenses	<u>161,969</u>	<u>13,060</u>	<u>104,873</u>	<u>4,261</u>	<u>39,775</u>	<u>-</u>
Closing Balance - December 31, 2014 ***	<u><u>304,632</u></u>	<u><u>164,283</u></u>	<u><u>47,888</u></u>	<u><u>32,635</u></u>	<u><u>59,826</u></u>	<u><u>0</u></u>

* This is the opening balance of the Development Charges per the 2013 Audited Financial Statements.

** The DC Study adjustments were to remove non-development charge funds from the development charge reserve funds, to return funds removed for non-development charge eligible items, and to remove funds for development charge eligible items. This is in accordance with the 2014 DC Study completed by Watson & Associates Economists Limited.

*** This is the closing balance of the Development Charges per the 2014 Audited Financial Statements.

Township of Puslinch
2014 Development Charges Project Funding
For the 12 Months Ended December 31, 2014

Schedule B

Transfers to Capital

Project Name	2014 DC Funding	2014 Non-DC Funding	Total 2014 Funding
Development Charges Study	\$ 16,354	\$ 1,817	\$ 18,171
Traffic Calming - Streetscaping Morriston Engineering	\$ 333	\$ 1,799	\$ 2,132
* Concession 2-#35 to Concession 10	\$ 30,226	\$ 163,528	\$ 193,754
* Concession 2 at little lake			
* Victoria Road - 36 to Leslie Rd.	\$ 41,003	\$ 221,838	\$ 262,841
* Victoria Road - Leslie Rd. to Townline			
Leslie Road Culvert - Engineering	\$ 1,270	\$ 6,869	\$ 8,139
French's Bridge	\$ 28,156	\$ 152,333	\$ 180,489
Gore Road Culvert - Engineering	\$ 2,194	\$ 11,866	\$ 14,060
Gilmour Road Culvert - Engineering	\$ 1,692	\$ 9,157	\$ 10,849
Recreation and Parks Master Plan	\$ 13,441	\$ 11,449	\$ 24,890
SCBA Compressor and Cascade Cylinders	\$ 3,500	\$ 25,990	\$ 29,490
Master Fire Plan	\$ 9,980	\$ 6,653	\$ 16,633
Radio Communication Interfacing	\$ 5,443	\$ 8,165	\$ 13,608
Total Transfers to Capital (A)	\$ 153,592	\$ 621,464	\$ 775,056
Transfers to Operating			
Project Name	2014 DC Funding	2014 Non-DC Funding	Total 2014 Funding
Auxillary Firefighter Equipment	\$ 4,117	\$ -	\$ 4,117
Parks Vehicle Lease	\$ 4,261	\$ 474	\$ 4,735
Total Transfers to Operating (B)	\$ 8,378	\$ 474	\$ 8,852
Total Transfers (A+B)	\$ 161,970	\$ 621,938	\$ 783,908

**Township of Puslinch
Development Charge Credits
For the 12 Months Ended December 31, 2014**

Schedule C

Credit Holder	January 1, 2014 Balance	DC Credits Earned by Developer During	DC Credits Provided by Township During	December 31, 2014 DC Credit Balance
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N/A - the Township has not issued any Development Charge Credits during the period or in previous periods.



REPORT FIN-2015-013

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: March 18, 2015

SUBJECT: Council One Third Tax Free Allowance
File No. F16 REM

RECOMMENDATIONS

That Report FIN-2015-013 regarding Council One Third Tax Free Allowance be received; and

That one-third of the remuneration paid to elected members of Council continue to be considered as expenses incidental to the discharge of their duties as members of Council as per the provisions of subsection 283(5) of the Municipal Act, 2001.

DISCUSSION

Purpose

Section 283(7) of the Municipal Act requires Council to review the one-third tax free allowance by-law at a public meeting at least once during each term of Council. A resolution must be passed at each term of Council to keep the current practice of one-third tax free allowance.

Background

On March 4, 2015 Council passed By-law No. 22/15 attached as Schedule C to Report FIN-2015-013 to continue the 1/3 tax free allowance. Currently members of Council remain under the provisions of the above by-law with one-third of their remuneration being treated as expenses related to carrying out their duties (a tax-free allowance) and two-thirds of Council remuneration remains taxable.

Section 283 of the Municipal Act requires Council to review this by-law at a public meeting at least once during each term of Council. If, following the review, Council chooses to terminate the 1/3 tax free allowance, it may do so by passing a repealing by-law. This repealing by-law shall be effective on January 1st of the year after the year in

which it was passed. Once a repealing by-law has been passed, there are no means available to reinstate the allowance.

2014 Survey of Tax Treatment of Remuneration

Township staff prepared Report FIN-2014-025 which incorporated a detailed review of Council Compensation, Benefits, Allowances and Expenses. This report is attached as Schedule A to Report FIN-2015-013. The schedule in this report that is pertinent to the Township is Schedule B which includes all of the comparator municipalities that McDowall & Associates utilized in the 2014 Pay Equity Study. Schedule B of Report FIN-2014-025 indicates that the members of Council from the eight comparator municipalities have elected for the one-third tax free allowance. These municipalities include the Township of Wellesley, Town of Mono, Township of Blandford-Blenheim, Town of Erin, Township of Wellington North, Township of Mapleton, Township of Guelph/Eramosa, and Town of Minto.

FINANCIAL IMPLICATIONS

There are three options: 1.) continuation of one-third tax free allowance, 2.) fully taxable, no change in gross pay; or 3.) fully taxable and adjust gross pay to maintain the same net pay.

Based on By-law No. 22/15 passed on March 4, 2015, the financial implications for the three options are provided below.

1.) Continuation of One-Third Tax Free Allowance

The continuation of the one-third tax free allowance for this term of Council in accordance with the Municipal Act means the Township will continue to report the remaining two thirds for income tax purposes to the Canada Revenue Agency. There are no costs associated with the recommendation of maintaining the one-third tax free portion of the remuneration.

2.) Fully Taxable, No Change in Gross Pay

This option will result in no change in gross pay and no impact on the 2016 budget, however, it will result in a reduced net pay of \$572 for a Councillor and \$1,425 for the Mayor.

3.) Fully Taxable and Adjust Gross Pay to Maintain the Same Net Pay

The current annual salary for a Councillor is \$15,453 and \$22,664 for the Mayor, one-third of which is tax-free. To convert the remuneration to 100% taxable while maintaining the same level of net after-tax remuneration, the annual salary will need to be grossed up to \$16,306 for a Councillor and \$25,715 for the Mayor. This option will

result in an unavoidable budget increase to the 2016 budget of approximately \$8,397 per year (at 2015 rates) as shown in Schedule B.

A comparative analysis of the three options with detailed calculations is attached as Schedule B to this report. The calculations (ie. income tax projections) contained in Schedule B assume single source income from the Township. Actual marginal tax rates will vary based on all sources of income and deductions available to members of Council.

APPLICABLE LEGISLATION AND REQUIREMENTS

Pursuant to subsection 283(7) of the Municipal Act, 2001, as amended, in order to retain the one-third tax free allowance, Council shall review the matter at least once during the four-year period corresponding to the term of office of its members after a regular election.

If Council wishes not to renew the one-third tax free allowance, the Township cannot reinstate in the future.

ATTACHMENTS

Schedule A – Report FIN-2014-025 – Council Compensation, Benefits, Allowances and Expense Review

Schedule B – Comparative Analysis of Remuneration Methods for Elected Officials

Schedule C – By-law No. 22/15 – Establish the rates of remuneration to members of Council, Committees and other Appointments



Schedule A to Report FIN-2015-013

REPORT FIN-2014-025

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

DATE: August 13, 2014

SUBJECT: Council Compensation, Benefits, Allowances and Expense Review
File No. F16REM

RECOMMENDATIONS

That Report FIN-2014-025 dated August 13, 2014 regarding Council Compensation, Benefits, Allowances and Expense Review be received; and

That the one-third tax free allowance in accordance with the Municipal Act be considered in 2015 for the 2014-2018 Term of Council; and

That staff conduct a formal market review for Council during the fourth year of each Council term; and

That staff include a cost centre in the 2015 Operating Budget for Council to ensure appropriate segregation of Council and Administration costs.

DISCUSSION

Purpose

The purpose of this report is to provide Council with the Council Compensation, Benefits, Allowances and Expense structure for information.

Background

With the introduction of the Municipal Act, Municipal Councils were allowed the option of choosing to continue to receive one-third of their remuneration as a tax-free allowance or remove the tax-free allowance, making all remuneration taxable.

On May 7, 2014 Council passed By-law 2014-035 to continue the 1/3 tax free allowance. Currently Members of Council remain under the provisions of the above by-

law with one-third of their remuneration being treated as expenses related to carrying out their duties (a tax-free allowance) and two-thirds of Council remuneration remains taxable.

Section 283 of the Municipal Act requires Council to review this by-law at a public meeting at least once during each term of Council. If, following the review, Council chooses to terminate the 1/3 tax free allowance, it may do so by passing a repealing by-law. This repealing by-law shall be effective on January 1st of the year after the year in which it was passed. Once a repealing by-law has been passed, there are no means available to reinstate the allowance.

The Township of Puslinch (“Township”) obtained comparator market survey data from the Township of Centre Wellington as outlined in Schedule A to Report FIN-2014-025. This comparator data includes 15 municipalities including the local municipalities of the County and the County of Wellington.

We have also incorporated the comparator information for the Township of Wellesley, Town of Mono, and Township of Blandford-Blenheim in order to be consistent with staff’s 2014 Pay Equity Study. The relevant comparator information for these municipalities is included in Schedule B and C to Report FIN-2014-025.

Methodology

In completing this review, Township staff reviewed the following:

- Market data survey regarding annual salary, benefit plans, mileage and professional development allowances.
- 2013 Council Remuneration reports from comparator municipalities for per diems paid to members of Council for attendance at meetings, conferences, seminars, etc.
- Previous Council approved documents related to Council remuneration.
- Information concerning the roles and responsibilities of Municipal Councils.
- The processes utilized by the benchmark municipalities in determining Council compensation.
- Best practices and processes related to setting elected officials’ remuneration.

Survey of Comparator Group

A comprehensive survey was developed by the Township of Centre Wellington with the results distributed to the local municipalities of the County. The survey was provided to a group of fifteen (15) municipalities and the results of the survey are outlined in Schedule A to Report FIN-2014-025. We have also incorporated the relevant comparator data for the Township of Wellesley, Town of Mono, and Township of Blandford-Blenheim in Schedule B and C to Report FIN-2014-025.

The survey included the following:

- Population of the municipality
- Composition of Council
- Current stipend paid to Council
- Policy for adjusting stipends
- Whether the stipends are 1/3 tax free
- Whether the members of Council receive a per diem for attendance at meetings and the types of meetings they receive per diems for
- Group benefit plan coverage with details of benefits included
- OMERs enrolment
- Expense allowance details if applicable
- The applicability of a written policy for attendance at conferences and the total budget provision for conferences, seminars and training
- Car allowance details if applicable
- Number of Regular Council Meetings per month with details on the time of day
- Number of Standing Committee Meetings per month with details on time of day and number of Members of Council attending meetings
- Number of Citizen Advisory Committee Meetings per month with details on time of day and number of Members of Council attending meetings

Comparator Group

Township staff utilized the comparator data for municipalities with populations less than 13,000. Nine (9) groups were removed from the data obtained from Centre Wellington as the comparator municipalities had populations greater than 13,000 (County of Wellington, Town of Milton, Town of Halton Hills, Town of Georgina, Town of Orangeville, Town of Grimsby, Town of New Tecumseth, Township of Woolwich, and Township of Centre Wellington). Three (3) groups were added to the data (Township of Wellesley, Town of Mono, Township of Blandford-Blenheim).

The Township adopted the methodology similar to that used by the Town of Milton and the Town of Halton Hills which included using an average and median (50th percentile) based on the actual annual salaries of benchmarked municipalities excluding the highest and lowest salaries.

Staff reviewed the comparator group consisting of the Township of Wellesley, Town of Mono, Township of Blandford –Blenheim, Town of Erin, Township of Wellington North, Township of Mapleton, Township of Guelph Eramosa, and Town of Minto. The following criteria were used to ensure these comparators remained appropriate and valid:

- Municipal tier/scope of services: lower tier municipalities
- Population/location, like-sized municipalities with populations less than 13,000
- Large enough comparator group to provide appropriate market data

Summary of Findings and Recommendations

Stipend Findings

Schedule B to Report FIN-2014-025 is an excerpt from Schedule A and summarizes the salary data of the chosen comparator municipalities to determine the average and median (50th percentile) stipend compensation for the Mayor and Members of Council.

The highest (Mayor - Guelph/Eramosa, Councillor - Wellington North) and lowest (Mayor - Mapleton, Councillor - Wellesley) salaries were not included in the average and median calculations.

Stipends at the Township are competitive:

- Position of Mayor – ranges from \$17,714 to \$29,009; Average and median of \$22,271 and \$21,853 respectively
- Position of Councillor - ranges from \$13,454 to \$14,485; Average and median of \$13,955 and \$13,871 respectively

Compensation Strategy Findings

The compensation strategy used by most of the comparator municipalities includes the following:

- Council stipends are typically determined by a customized market survey
- A comprehensive review is conducted at least once during the term of Council
- Salaries are typically set to the average or a percentile (ranging from 40th to 55th)

Benefits/Mileage/Expense Findings

The Township's group benefit plan coverage, mileage allowance, and provision for expenses is competitive with the comparator group as per Schedule C to Report FIN-2014-025:

- The mileage reimbursement rate applicable for the Township as a whole (including Council, staff, etc.) of \$0.50 is comparable to the comparator group:
 - Mileage rates range from \$0.47 to \$0.54 per kilometer
- Car allowances are not common among the comparator group of municipalities with only 3 of the 8 comparator municipalities offering car allowances ranging from \$500 to \$2,500 per year.
- Expense allowances are not common among the comparator group of municipalities with only 1 of the 8 comparator municipalities offering expense allowances with the submission of receipts.

- The Township is competitive in its budget provision for conferences, seminars and training.
- The Township is competitive in group benefit plan coverage with 2 of the 8 comparator municipalities offering group benefit plan coverage fully paid by the municipality.
- 1 of the 8 comparator municipalities offer OMERs pension benefits to members of Council.

Recommendations

Recommendations include the following:

- Recommend that the one-third tax free allowance in accordance with the Municipal Act be considered in 2015 for the 2014 to 2018 Term of Council.
- Recommend that staff conduct a formal market review for Council during the fourth year of each Council term.
- Recommend that staff include a cost centre in the 2015 Operating Budget for Council to ensure appropriate segregation of Council and Administration costs.
 - As per Section 284 of the Municipal Act, the Treasurer of a municipality is to publicly report an itemized statement of remuneration and expenses paid to each member of Council in respect of his or her services as a member of Council.
 - A separate budget for Council supports elected officials in carrying out their roles and further provides a more streamlined and transparent approach to the legislated reporting requirements.

FINANCIAL IMPLICATIONS

The following is a summary of the current remuneration paid to Members of Council compared to the 50th percentile/median calculated from the comparator municipalities:

	Mayor - Stipend	Council - Stipend
Current Remuneration	\$22,220	\$15,150
50th percentile/median	\$21,900	\$13,900

APPLICABLE LEGISLATION AND REQUIREMENTS

Section 283 of the Municipal Act

ATTACHMENTS

Schedule A: Market Survey Data obtained from the Township of Centre Wellington

Schedule B: Average and Median Salary Calculation for Chosen Comparator Municipalities (Excerpt from Schedule A)

Schedule C: Benefits/Allowances/Allocated Expenses for Chosen Comparator Municipalities (Excerpt from Schedule A)

Schedule A to Report FW-2014-025
Market Survey Data obtained from the Township of Centre Wellington

1. Municipality Name	2. Size of Council	3. Stipend for mayor	4. Stipend for council	5. Does a written policy exist for adjourned sessions?	6A. If yes, when were the subjects last adopted	6B. Are the subjects 1/2 day (Yes/No)	7. Do members of council receive a per diem for adjournment?	8. If yes, for what types of adjournment?	9. Does the Municipality provide group based auto coverage to council?	10A. If yes, what is included?	10B. Are members of council enrolled in OMERS?	10. Does the Municipality have an expense allowance?	10A. If yes, what is the allowance?	11. Written policy for attendance at conferences?	12. What is the total budget provided for all members of council for conferences, honoraria and training?	13. Car Allowance?	13A. If yes, what is the allowance?	14. Regularly scheduled Council Meetings, number per month and day	14B. Standing Committee Meetings, Number Per Month, Time of Day, Council Meetings per month	14C. Citizen Advisory Committee Meetings, Time of Day, Number of Councilors, Meetings per month
1. County of Wellington (Population 86,672)	16	\$7,561 (varient)	\$2,224 (Rank #2)	No	N/A	Yes	No	N/A	Yes	Extended Health Benefits, Dental Benefits, Group Life Insurance, Accidental Death and Dismemberment	Yes	Yes	No policy	Yes	No provision specified	No	N/A	1 per month, morning	8 committees, 1 meeting/month each, 5 members	1 citizen advisory committee, meets 3-4 times per year, 1 meeting per month
2. Town of Milton (Population 84,382)	11	\$0,737	\$3,214 (Rank #1)	Yes	Jan. 1 2014	Yes	No	N/A	optional	Health, Dental, Life AD&D, Travel Insurance	Yes	No	N/A	Yes	\$4500-mayor Council expenses combined can't exceed \$4500	Yes	Mayor only, \$456.00 per month	1 per month, evening	4 committees, evening meetings, 1-2 council members, 1 meeting per month each	8 committees, evening meetings, 1-2 councilors, 1 meeting per month
3. Town of Halton Hills (Population 59,006)	11	\$5,077	\$4,714 (Rank #3)	Yes	Nov 8 2013	Yes	No	N/A	Yes	Health & Dental	Mayor Only	Yes	Not Specified	Not Specified	Not Specified	Yes	Mayor-\$551.00/month Council-\$445.00/month	2 at 6:30 Pm	4/month 5-6 Councilors	5/month evening Two councilors
4. Town of Georgina (Population 43,517)	7	\$1,478	\$2,110 (Rank #5)	Yes	April 1 2014	Yes	No	N/A	Yes	EHC (GDV & Life)	yes	No	Reimbursement for out-of-pocket expenses	Yes	10,300	Reimbursement for mileage	53/km	4 meetings/month, 2 in the morning 2 in the evening	No standing committees	13 committees, evening meetings, 1-3 council members, 1 meeting per month/committee
5. Town of Orangeville (Population 28,441)	7	\$4,019	Deputy Mayor 28,202 Council 23,666 (Rank #4)	Yes	2013	Yes	Yes	Mayor and deputy mayor only	Police Services Board, Health Board	Full Benefits including Dental	No	No	N/A	No	Unknown	Yes	Mileage 5.54/km	2 meetings per month at 7 pm	26 Committees, morning and evening meetings, 1-2 council members, approximately 14 meetings per month	
6. Town of Grimsby (Population 25,325)	9	\$6,342	\$6,411 (Rank #6)	No	N/A	Yes	No	N/A	Yes	Dental, Medical etc.	Yes	No	Reimbursed mileage for council business	Yes	\$6,300 includes a \$300 budget for travel	No	Reimbursed .54/km for out of town travel	2 meetings per month, evening 1 evening meeting per month during summer	1 per month, meeting time varies as does council attendance	1 per month, meeting time varies as does council attendance
7. Town of New Tecumseth (Population 30,000)	10	\$4,496	Deputy Mayor 25,990 Council 20,163 (Rank #7)	Yes	2012	Yes	Yes	Special Council meetings, conferences, public meetings, committee board, working sessions, accessibility advisory, etc.	Yes	Extended Health, Dental and Life Insurance(may opt out)	No	No	N/A	No-see per diem	\$312,457 For 2014	Yes	\$600.00 per annum or may claim mileage	4 meetings per month at 7 pm	N/A	13 committees, evening meetings, 1-3 council members, 1 meeting per month/committee
8. Township of Woolwich (Population 23,145)	5	\$9,480	\$7,294 (Rank #8)	No	N/A	Yes	No	N/A	No	N/A	No	No	N/A	No	\$15,000	No	N/A	Council Meeting start at 7PM, Woolwich runs a three week schedule for meeting i.e. Committee, Council, Bank 2014	Committee meetings start at 6PM	None specified
9. Township of Centre Wellington (Population 28,000)	7	\$7,170	\$8,113 (Rank #7)	No same cost of living adjustment as staff	Jan. 3 2014	Yes	Yes	Conferences, workshops and seminars, others where approved by Council resolution	Yes at council members expense	Dental and Extended health at 100% personal expense	No	No	N/A	Yes	N/A Specified	Yes	Reimbursement for Municipal business use of personal vehicle, Mayor in and out of town, councilors out-of-town, 5.54/km	1 per month, evening (others if required)	1 Committee of the Whole meeting per month, during the day	10 advisory committees, evening and daytime meetings, 1-3 council members per each, 1 meeting per month per committee.
10. Township of Puelinich (Population 7,029)	5	\$2,000	\$5,000 (Rank #10)	No	Mar-14	Yes	No	N/A	Yes	Dental, extended health, Group life, AD&D	No	No	N/A	Yes	Approximately \$5000	No	N/A	2 Meetings, 1 day and 1 evening	No standing committees	6 meetings per month, day and night meetings, 1-2 councilors per committee
11. Town of Erin (Population 11,020)	5	\$0,160	\$11,200 (Rank #13)	No same cost of living adjustment as staff	2% in 2013	Yes	Yes	Work related conferences and workshops approved by Council, special meeting	Yes	Health, Short and Long term disability	yes	yes	\$1000.00 must submit receipts	Yes	Each Councilor can attend two per year	Yes	Mileage 5.54/km	2 meetings per month at eight	one member, evenings 2-3 meetings per month	1-2 Council representatives per committee.
12. Township of Wellington North (Population 11,477)	5	\$7,809	\$11,938 (Rank #12)	No	N/A	Yes	Yes	Meetings at the municipality outside of Regular and Special Council, Committee of Adjustment, Court of Revision and Public Meetings, as well as meetings outside of the municipality	No	N/A	No	No	N/A	No	12,000 in 2013	Yes	\$60/year	2 per month, evening	1/month all council attends, Morning of afternoon	Not specified
13. Township of Mapleton	5	\$6,200	\$2,600 (Rank #11)	No	N/A	N/A	Yes for meetings	N/A	No	N/A	No	No	N/A	No	\$6,500	No	N/A	2 Meetings, 1 day and 1 evening	No standing committees	
14. Township of Guelph/Eramosa (Population 12,380)	5	\$5,634	\$0,320 (Rank #14)	Yes	2014	Yes	Yes	Special council meetings, strategic planning committees, conferences, conventions and workshops	No	N/A	No	No	N/A	Yes	10,000	Yes	Mayor only-500.00/annum mileage allowance for use of personal vehicle to carry out regular duties	1- 3 meetings per month on the first and third Monday of each month at 7:00 p.m.	Committee of Council (Strategic Planning and Economic Development) Committed with all 5 members meeting once per month at 9:00 a.m.	2 citizen advisory Committee meetings per month with 1-2 Councilors attending. Heritage meets at 4:00 p.m. and Trails meets at 3:30 p.m.
15. Town of Mimico (Population 8,334)	7	\$1,440	\$4,440 (Rank #15)	Yes	2009	Yes	Yes	1/2 day meetings \$85.00 1/2 day \$150.00	No	N/A	No	No	N/A	Yes	Budgeted amount	No	N/A	2 meetings, 3pm and 7pm	4 committees, any time of day	5 committees, 1-2 Councilors, number of meetings per month varies

Schedule B to Report FIN-2014-025

Average and Median Salary Calculation for Chosen Comparator Municipalities (Excerpt from Schedule A)

	Municipality	# Council Members	Stipend-Mayor	Stipend-Council	1/3 Tax Free	Notes	Stipend-Mayor	Stipend-Council	
1	Township of Wellesley (Population 10,713)	5	17,714	11,255	Y	Note A	17,714	11,255	
2	Town of Mono (Population 7,546)	5	19,133	14,348	Y	Note A	19,133	14,348	
3	Township of Blandford-Blenheim (Population 7,359)	5	20,077	13,454	Y	Note A	20,077	13,454	
4	Town of Erin (Population 10,770)	5	20,160	11,200	Y	Note B	24,065	14,485	
5	Township of Wellington North (Population 11,477)	5	17,909	11, 939	Y	Note B	29,009	17,283	
6	Township of Mapleton (Population 9,989)	5	16,200	12,600	Y	Note B	16,809	13,946	
7	Township of Guelph/Eramosa (Population 12,380)	5	15,634	10,320	Y	Note B	32,565	13,704	
8	Town of Minto (Population 8,334)	7	11,440	8,440	Y	Note B	23,630	13,796	
							Average	22,271	13,955
							Median	21,853	13,871

Note A: We have incorporated the comparator data for the Township of Wellesley, Town of Mono, and Township of Blandford-Blenheim for consistency with staff's 2014 Pay Equity Study.

Note B: The members of Council from these municipalities receive a per diem for attendance at meetings, conferences, seminars, etc. An adjustment has been made to account for these per diems. The Councillors salary has been determined using an average (ie. the remuneration paid out to each Councillor divided by the number of Councillors).

The highest (Mayor - Guelph/Eramosa, Councillor - Wellington North) and lowest (Mayor - Mapleton, Councillor - Wellesley) salaries were not included in the average and median calculations.

Schedule A to Report FW-2014-025
Market Survey Data obtained from the Township of Centre Wellington

	1. Size of Council	2. Salary for mayor	3. Salary for council	4. Does a written policy exist for adjourning a meeting?	5. If yes, when were the subjects last adjourned?	6. Are the subjects 1/2 hr (Yes/No)	7. Do members of council receive a per diem for attendance?	8. If yes, for what types of meetings?	9. Does the Municipality provide group based auto coverage to council?	10. If yes, what is included?	11. Are members of council enrolled in OMERS?	12. Does the MRC/PO have an expense allowance?	13. If yes, what is the allowance?	14. Written policy for attendance at conferences?	15. What is the total budget provided for all members of council for conferences, honoraria and training?	16. Car Allowance?	17. If yes, what is the allowance?	18. Regularly scheduled Council Meetings, number per month and day	19. Standing Committee Meetings, Number Per Month, Time of Day, Council Meetings per month	20. Citizen Advisory Committee Meetings, Time of Day, Number of Councilors, Meetings per month	
1	County of Wellington (Population 86,672)	16	87,691 (varient)	32,224 (Rank #2)	No	N/A	Yes	No	N/A	Extended Health Benefits, Dental Benefits, Group Life Insurance, Accidental Death and Dismemberment	Yes	Yes	No policy	Yes	No provision specified	No	N/A	1 per month, morning	8 committees, 1 meeting/month each, 5 members	1 citizen, meets 3-4 times per year, Warren and 2 council members, afternoon	
2	Town of Milton (Population 84,382)	11	80,737	33,214 (Rank #1)	Yes	Jan. 1 2014	Yes	No	N/A	Health, Dental, Life AD&D, Travel Insurance	Yes	No	N/A	Yes	\$4500-mayor Council expenses combined can't exceed \$4500	Yes	Mayor only, \$456.00 per month	1 per month, evening	4 committees, evening meetings, 1-2 council members, 1 meeting per month each	8 committees, evening meetings, 1-2 councilors, 1 meeting per month	
3	Town of Hutton Hills (Population 59,006)	11	58,077	24,714 (Rank #3)	Yes	Nov 8 2013	Yes	No	N/A	Health & Dental	Mayor Only	Yes	Not Specified	Not Specified	Not Specified	Yes	Mayor-\$851.00/month Council-\$445.00/month	2 At 6:30 Pm	4/month 5-6 Councilors	5/month evening Two councilors	
4	Town of Georgina (Population 43,517)	7	51,478	22,119 (Rank #5)	Yes	April 1 2014	Yes	No	N/A	EHC (GDV & Life)	yes	No	Reimbursement for out-of-pocket expenses	Yes	10,300	Reimburse d for mileage	.53/km	4 meetings/month, 2 in the morning 2 in the evening	No standing committees	13 committees, evening meetings, 1-3 council members, 1 meeting per month/committee	
5	Town of Orangeville (Population 28,441)	7	44,019	Deputy Mayor 28,202 Council 23,666 (Rank # 6)	Yes	2013	Yes	Yes Mayor and deputy mayor only	Police Services Board, Hq/pt Board	Full Benefits including Dental	No	No	N/A	No	Unknown	Yes	Mileage 5.54/km	2 meetings per month at 7 pm	26 Committees, morning and evening meetings, 1-2 council members, approximately 14 meetings per month		
6	Town of Grimsby (Population 25,325)	9	38,342	16,411 (Rank #9)	No	N/A	Yes	No	N/A	Dental, Medical etc.	Yes	No	Reimbursed mileage for council business	Yes	\$6,300 includes a \$300 budget for travel	No	Reimbursed .54/km for out of town travel	2 meetings per month, evening 1 evening meeting per month during summer	1 per month, meeting time varies as does council attendance	1 per month, meeting time varies as does council attendance	
7	Town of New Tecumseth (Population 30,000)	10	34,496	Deputy Mayor 25,990 Council 20,163 (Rank #5)	Yes	2012	Yes	Yes	Special Council meetings, conferences, public meetings, committee board, working sessions, accessibility advisory, etc	Extended Health, Dental and Life Insurance(may opt out)	No	No	N/A	No-see per diem	\$312,457 For 2014	Yes	\$600.00 per annum or may claim mileage	4 meetings per month at 7 pm	N/A	13 committees, evening meetings, 1-3 council members, 1 meeting per month/committee	
8	Township of Woolwich (Population 23,145)	5	29,480	17,294 (Rank #8)	No	N/A	Yes	No	N/A	N/A	No	No	N/A	No	\$15,000	No	N/A	Council Meeting start at 7PM, Woolwich runs a three week schedule for meeting i.e. Committee, Council, Bank 2014	Committee meetings start at 6PM	None specified	
9	Township of Centre Wellington (Population 28,000)	7	27,170	18,113 (Rank #7)	No same cost of living adjustment as staff	Jan. 3 2014	Yes	Yes	Conferences, workshops and seminars, others where approved by Council resolution	Yes at council members expense	Dental and Extended health at 100% personal expense	No	No	N/A	Yes	N/A Specified	Yes	Reimbursement for Municipal business use of personal vehicle, Mayor in and out of town, councilors out-of-town, 5.54/km	1 per month, evening (others if required)	1 Committee of the Whole meeting per month, during the day	10 advisory committees, evening and daytime meetings, 1-3 council members per each, 1 meeting per month per committee.
10	Township of Puelinck (Population 7,029)	5	22,000	15,000 (Rank #10)	No	Mar-14	Yes	No	N/A	Dental, extended health, Group life, AD&D	No	No	N/A	Yes	Approximately \$5000	No	N/A	2 Meetings, 1 day and 1 evening	No standing committees	6 meetings per month, day and night meetings, 1-2 councilors per committee	
11	Town of Erin (Population 11,020)	5	20,160	11,200 (Rank #13)	No same cost of living adjustment as staff	2% in 2013	Yes	Yes	Work related conferences and workshops approved by Council, special meeting honorarium	Yes	Health, Short and Long term disability	yes	yes	\$1000.00 must submit receipts	Yes	Each Councilor can attend two per year	Yes	Mileage 5.54/km	2 meetings per month at eight	one member, evenings 2-3 meetings per month	1-2 Council representatives per committee.
12	Township of Wellington North (Population 11,477)	5	17,909	11,938 (Rank #12)	No	N/A	Yes	Yes	Meetings at the municipality outside of Regular and Special Council, Committee of Adjustment, Court of Revision and Public Meetings, as well as meetings outside of the municipality	No	N/A	No	No	N/A	No	12,000 in 2013	Yes	860/year	2 per month, evening	1/month all council attends, Morning of afternoon	Not specified
13	Township of Mapleton	5	16,200	12,600 (Rank #11)	No	N/A	N/A	Yes for meetings	N/A	N/A	No	No	N/A	No	\$6,500	No	N/A	2 Meetings, 1 day and 1 evening	No standing committees		
14	Township of Guelph/Eramosa (Population 12,380)	5	15,634	10,320 (Rank #14)	Yes	2014	Yes	Yes	Special council meetings, strategic planning committees, conferences, conventions and workshops	No	N/A	No	N/A	Yes	10,000	Yes	Mayor only-500.00/annum mileage allowance for use of personal vehicle to carry out regular duties	1- 3 meetings per month on the first and third Monday of each month at 7:00 p.m.	Committee of Council (Strategic Planning and Economic Development) Committed with all 5 members, meeting once per month at 9:00 a.m.	2 citizen advisory Committee meetings per month with 1-2 Councilors attending. Heritage meets at 4:00 p.m. and Trails meets at 3:30 p.m.	
15	Town of Mimico (Population 8,334)	7	11,440	8,440 (Rank #15)	Yes	2009	Yes	Yes	1/2 day meetings \$85.00 1/2 day \$150.00	No	N/A	No	No	N/A	Yes	Has been Credit Card	N/A	2 meetings, 3pm and 7pm	4 committees, any time of day	5 committees, 1-2 Councilors, number of meetings per month varies	

Schedule B to Report FIN-2014-025

Average and Median Salary Calculation for Chosen Comparator Municipalities (Excerpt from Schedule A)

	Municipality	# Council Members	Stipend-Mayor	Stipend-Council	1/3 Tax Free	Notes	Stipend-Mayor	Stipend-Council	
1	Township of Wellesley (Population 10,713)	5	17,714	11,255	Y	Note A	17,714	11,255	
2	Town of Mono (Population 7,546)	5	19,133	14,348	Y	Note A	19,133	14,348	
3	Township of Blandford-Blenheim (Population 7,359)	5	20,077	13,454	Y	Note A	20,077	13,454	
4	Town of Erin (Population 10,770)	5	20,160	11,200	Y	Note B	24,065	14,485	
5	Township of Wellington North (Population 11,477)	5	17,909	11,939	Y	Note B	29,009	17,283	
6	Township of Mapleton (Population 9,989)	5	16,200	12,600	Y	Note B	16,809	13,946	
7	Township of Guelph/Eramosa (Population 12,380)	5	15,634	10,320	Y	Note B	32,565	13,704	
8	Town of Minto (Population 8,334)	7	11,440	8,440	Y	Note B	23,630	13,796	
							Average	22,271	13,955
							Median	21,853	13,871

Note A: We have incorporated the comparator data for the Township of Wellesley, Town of Mono, and Township of Blandford-Blenheim for consistency with staff's 2014 Pay Equity Study.

Note B: The members of Council from these municipalities receive a per diem for attendance at meetings, conferences, seminars, etc. An adjustment has been made to account for these per diems. The Councillors salary has been determined using an average (ie. the remuneration paid out to each Councillor divided by the number of Councillors).

The highest (Mayor - Guelph/Eramosa, Councillor - Wellington North) and lowest (Mayor - Mapleton, Councillor - Wellesley) salaries were not included in the average and median calculations.

Schedule C to Report FIN-2014-025
Benefits/Allowances/Allocated Expenses for Chosen Comparator Municipalities (Excerpt from Schedule A)

	Municipality	Does the Municipality provide group benefit plan coverage to council?	If yes, what is included?	Are members of council enrolled in OMERS?	Does the Mayor/council have an expense allowance?	If yes, what is the allowance?	What is the total budget provision for all members of council for conferences, seminars and training?	Car Allowance	If yes, what is the allowance?
1	Township of Wellesley (Population 10,713)	No	N/A	No	No	N/A	Budgeted amount	Yes	Travel Allowance \$2,500 - Mayor \$850 - Councillors Staff Mileage -\$0.49/km
2	Town of Mono (Population 7,546)	Yes	Health and Dental	No	No	N/A	\$3,000	No	\$/km fluctuates based on 90% of the federal mileage rate. (current rate is \$0.52/km)
3	Township of Blandford-Blenheim (Population 7,359)	No	N/A	No	No	N/A	\$83,161 in 2014	No	Mileage \$0.54/km
4	Town of Erin (Population 10,770)	Yes	Health, Short and Long term disability	Yes	Yes	\$1000.00 must submit receipts	Each Councillor can attend two per year	No	Mileage \$0.54/km
5	Township of Wellington North (Population 11,477)	No	N/A	No	No	N/A	\$12,000 in 2013	Yes	\$800/year Staff Mileage \$0.50/km
6	Township of Mapleton (Population 9,989)	No	N/A	No	No	N/A	\$6,500	No	Mileage \$0.47/km
7	Township of Guelph/Eramosa (Population 12,380)	No	N/A	No	No	N/A	10,000	Yes	Mayor only- 500.00/annum mileage allowance for use of personal vehicle to carry out regular duties Mileage \$0.54/km for work performed outside of the Township
8	Town of Minto (Population 8,334)	No	N/A	No	No, has town Credit Card	N/A	Budgeted amount	No	Mileage \$0.51/km

Comparative Analysis of Remuneration Methods for Elected Officials

Schedule B to Report FIN-2015-013

Chart 1: Effect of Net Pay

	Option 1 Status Quo		Option 2 Fully Taxable		Option 3 Fully Taxable - Grossed Up	
	Councillor	Mayor	Councillor	Mayor	Councillor	Mayor
Annual Remuneration	15,453	22,664	15,453	22,664	15,453	22,664
Grossed up Amount	-	-	-	-	853	3,051
Total Remuneration	15,453	22,664	15,453	22,664	16,306	25,715
Taxable Earnings	10,302	15,109	15,453	22,664	16,306	25,715
Non Taxable Earnings	5,151	7,555	-	-	-	-
Income Tax	-	(263)	(317)	(1,315)	(556)	(2,789)
CPP	(337)	(575)	(592)	(949)	(634)	(1,100)
Net Pay	15,116	21,826	14,544	20,401	15,116	21,826

Difference in Net Pay Compared to Status Quo	(572)	(1,425)	-	-
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Chart 2 - Additional Costs to Township for Option 3 - Gross up Factor

	Councillors (4)	Mayor
Salary Costs	3,412	3,051
CPP	1,189	525
EHT	67	59
Group Benefits with Manulife	94	-
	4,761	3,636
Total Additional Costs to Township	8,397	

Assumptions:

Assumes basic personal amount and 2015 rates for compensation and benefits
 CPP is not applicable to all elected officials

Schedule C to Report FIN-2015-013

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 22/15

Being a by-law to establish the rates of remuneration to members of Council, Committees, and other Appointments of the Corporation of the Township of Puslinch and repeal By-law No. 035/14.

WHEREAS the Council for the Corporation of the Township of Puslinch deems it appropriate to pass a by-law to establish the rates of remuneration to members of Council, Committees and other Appointments of the Township; and

WHEREAS Section 283 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended allows for a municipality to pay any part of the remuneration and expenses of the members of Council, Committees and other Appointments.

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


1. The Mayor shall receive an annual remuneration of \$22,664 for the calendar year from January 1, 2015 to December 31, 2015. Effective January 1, 2016 and annually thereafter the Mayor shall receive the annual remuneration plus the cost of living increase approved for staff for each year.
2. Each member of Council shall receive an annual remuneration of \$15,453 for the calendar year from January 1, 2015 to December 31, 2015. Effective January 1, 2016 and annually thereafter the members of Council shall receive the annual remuneration plus the cost of living increase approved for staff for each year.
3. That one-third of the remuneration paid to members of Council continues to be considered an expense incidental to the discharge of their duties as a member of Council as per the provisions of subsection 283 (5) of the Municipal Act.
4. That the remuneration of the Planning and Development Advisory Committee, Recreation Committee, Election Compliance Audit Committee, Well Protection Committee, and Heritage Committee for the calendar year from January 1, 2015 to December 31, 2015 be as follows:
 - (1) Meetings: Chair - \$99.42 per meeting and Members - \$87.06 per meeting
 - (2) The remuneration payable for the position of Chair is only applicable where a Member of Council is not the Chair.
 - (3) Effective January 1, 2016 and annually thereafter Committee Members shall receive the annual remuneration plus the cost of living increase approved for staff for each year.
5. That the remuneration for other appointments of the Township including Poundkeeper, Fence Viewer, Livestock Valuer, and Dog Control Officer for the calendar year from January 1, 2015 to December 31, 2015 be as follows:
 - (1) \$96.33 per call
 - (2) Effective January 1, 2016 and annually thereafter the other appointments shall receive the annual remuneration plus the cost of living increase approved for staff for each year.
6. Payment of the remuneration for the Mayor and members of Council shall be made on a monthly basis. Payment of the remuneration for members of Committees and other Appointments shall be made on an as needed basis.

7. The Mayor and each member of Council shall be entitled to receive the following benefits which shall be provided, subject to carrier limitations, upon the same terms as the same which are made available to the staff of the Township, including Extended Health Care, Hospital Semi-Private, Dental, Drug, Vision Care, and Out of Province Coverage.
8. Where a member of Council attains the age of 70, the premium that would be paid by the Township for benefit coverage shall be paid directly to the member of Council for the purpose of obtaining coverage and shall be treated as a taxable benefit.
9. Members of Council, Committee members and other Appointments shall be paid mileage for meetings that do not take place at the Puslinch Municipal Complex at the rate established by this By-law. Mileage is considered as an expense and is directly payable and not included in the total remuneration.
10. Reimbursement for mileage at a rate of \$0.50 cents/km for members of Council, Committee members and other appointments when required to drive a personal vehicle for Township business purposes.
11. That By-law No. 035/14 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 4th DAY OF MARCH, 2015.



Dennis Lever, Mayor



Karen M. Landry, CAO/Clerk



REPORT FIN-2015-014

TO: Mayor and Members of Council
 FROM: Mary Hasan, Director of Finance/Treasurer
 DATE: March 18, 2015
 SUBJECT: Treasurer's Investment Report for 2014
 File No. F12 INV

RECOMMENDATIONS

That Report FIN-2015-014 regarding the Treasurer's Investment Report for 2014 be received.

DISCUSSION

Purpose

The purpose of this report is to provide Council with the Treasurer's Investment Report for 2014.

Background

This report provides information to Council on the investment and cash management of the Township as required under the provision regulating municipal investments (Ontario Regulation 438/97).

Reporting Requirements of the Treasurer

Schedule A to Report FIN-2015-014 sets out the reporting requirements of the Treasurer under Ontario Regulation 438/97.

Investment Income

A comparison of the investment income allocated to the Operating Fund and Reserve Fund in 2014 and 2013 is below:

Description of Fund	2014	2013
Operating Fund	\$72,199	\$73,212
Reserve Funds	\$15,211	\$18,592
Total	\$87,410	\$91,803

The total investment income of \$87,410 provided an average rate of return of 1.83% (2013 – 1.93%). The average rate of return was calculated based on the amount of investment income obtained in 2014 divided by the average book value of the Township's cash and investment position at December 31, 2014 and December 31, 2013.

Investment income earned is relatively consistent in 2014 compared to 2013.

Investment Portfolio

The cash portfolio as of December 31, 2014 and December 31, 2013 at book value consisted of the following:

Type	2014 (\$)	2014 (%)	2013 (\$)	2013 (%)
Cash	\$4,861,071	100%	\$4,675,941	100%

The increase in the cash balance from 2014 compared to 2013 relates to less security deposit refunds in 2014 compared to 2013. In 2012, the Township received a security deposit in the amount of \$1,724,562. \$850,000 of this security deposit was refunded in 2013 resulting in a decrease in the cash balance in 2013. In 2014, total security deposits increased by \$48,040.

Investment Policy

The Township's investment policy was approved by Council in their meeting on August 13, 2014 through Council Resolution No. 2014-292. The investment policy is attached as Schedule B to Report FIN-2015-014 and it sets out the investment policy of the Township. It is recommended that the policy be reviewed annually to ensure the guidelines imposed by the policy reflect the objectives of the Township.

FINANCIAL IMPLICATIONS

There is no financial impact directly associated with this report.

APPLICABLE LEGISLATION AND REQUIREMENTS

Section 418 of the Municipal Act permits the municipality to invest money that it does not require immediately in accordance with certain rules as set out in Ontario Regulation 438/97, as amended, made under the Municipal Act.

Regulation 438/97 as amended, sets out the prescribed securities that a municipality can invest in, the annual reporting requirements of the Treasurer for the municipality's investments, and the requirement of adopting a statement of the municipality's investment policies and goals.

ATTACHMENTS

Schedule A: Investment Reporting Requirements Highlights

Schedule B: Investment Policy

Schedule A: Investment Reporting Requirements Highlights

These reporting requirements are in accordance with Ontario Regulation 438/97.

Statement of Performance

The Township of Puslinch earned an annual total rate of return of 1.83% for the year 2014.

Treasurer's Statement

In my opinion and based on information supplied to me by Toronto Dominion Commercial Bank, the cash and equivalents held by the Township of Puslinch during the calendar year 2014 were all prescribed in accordance with Section 418 of the Municipal Act, 2001 and were all eligible as outlined in Ontario Regulation 438/97. In my opinion, all cash transactions in 2014 comply with the investment policies and goals adopted by the Township of Puslinch on August 13, 2014.



Mary Hasan, CPA, CA
Director of Finance/Treasurer

March 4, 2015

Date



Schedule B to Report FIN-2015-014.

TITLE: INVESTMENT POLICY
DATE: May 21, 2014
SUBJECT: INVESTMENTS OF SURPLUS FUNDS
File No. A09 INV

Purpose:

To govern and ensure the prudent management of the Township of Puslinch's surplus funds and investment portfolio in accordance with the authority for investments provided under Section 418 of the Municipal Act, 2001 and Ontario Regulation 438/97.

Scope:

This policy includes all funds that are the responsibility of the Township of Puslinch ("Township").

Objectives:

Under Ontario Regulation 438/97, Council shall adopt a statement of the municipality's investment policies and goals. The goals and objectives for the investing of surplus funds are as follows, in priority order:

a. Adherence to Statutory Requirements:

All investment activities shall be governed by the Municipal Act, 2001. Investments will be those deemed eligible under Ontario Regulation 438/97 or as authorized by subsequent provincial regulations, and as further defined in this policy.

b. Preservation of Capital:

Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

c. Maintenance of Liquidity:

The investment portfolio shall remain sufficiently liquid to meet all cash flow requirements and to minimize temporary borrowing requirements. To the greatest extent possible, the portfolio will be structured such that securities

mature concurrent with anticipated cash demands. Furthermore, since all possible cash demands cannot be anticipated, the portfolio shall consist largely of securities with active secondary or resale markets. A portion of the portfolio may also be placed in local government investment pools (eg. One Investment Program) that offer liquidity for short-term funds.

d. Yield:

Without compromising other objectives, the Township shall maximize the rate of return earned on its portfolio. Investments are generally limited to relatively low risk securities in anticipation of earning a fair return relative to the assumed risk.

Standards of Care:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence would exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Authorized Township staff acting in accordance with the Act and regulations thereto and this investment policy, and exercising due diligence, shall be relieved of personal responsibility for the credit risk, interest rate risk, or market risk of any particular security, provided deviations from expectations are reported promptly to Council and the liquidation or the sale of securities is carried out in accordance with the terms of this policy.

Ethics and Conflict of Interest:

Authorized Township staff involved in the investment process shall:

- Refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions; and
- Not undertake personal investment transactions with the same individual with whom business is conducted on behalf of the Township.

Delegation of Authority:

The Director of Finance/Treasurer will have overall responsibility for the prudent investment of the Township's portfolio including authorization to:

- Invest surplus funds of the Township in accordance with the Municipal Act, 2001, Ontario Regulation 438/97, and this policy;

- Enter into arrangements with banks, investment dealers and brokers, and other financial institutions for the purchase, sale redemption, issuance, transfer and safekeeping of securities;
- Execute and sign documents on behalf of the Township (safekeeping agreements must also be signed by the Chief Administrative Officer);
- Designate certain Township staff to carry out the day to day management of the investment program; and
- Perform all other related acts in the day to day management of the investment program.

Safekeeping & Custody:

All securities shall be held for safekeeping by a financial institution or institutions approved by the Township. Individual accounts shall be maintained for each portfolio. All securities shall be held in the name of the Township. The Township may consolidate all holdings with one institution.

The depository shall issue a safekeeping receipt to the Township listing the specific instrument, rate, maturity and other pertinent information. The depository will also provide reports which list all securities held for the Township, the book value of holdings and the market value thereof.

Authorized Investments:

The Township may invest in certain securities as set out by Ontario Regulation 438/97 to the Municipal Act.

The portfolio aims for both diversification and near risk-free investments to ensure security of capital. Emphasis is placed on securities offered by or unconditionally guaranteed by the Government of Canada, a Province of Canada or the six major chartered banks.

The Township shall invest only in securities that are expressed or payable in Canadian dollars.

Investment in a municipal investment pool as allowed by Ontario Regulation 438/97, such as the One Investment Program is an appropriate investment.

Diversification:

The Township shall diversify its investments to the best of its ability based on the type of funds invested and the cash flow needs of those funds. Diversification can be by type of investment, number of institutions invested in and length of maturity. Investment in a municipal investment pool as allowed by Ontario Regulation 438/97, such as the One Investment Program, should be considered an appropriate method of investment diversification.

Maximum Maturity:

The Township shall hold sufficient funds in short-term investment instruments in order to maintain adequate liquidity and meet the day to day cash flow requirements.

To the extent possible, the Township shall match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Township will not directly invest in securities maturing more than ten (10) years from the date of purchase. Reserve funds and other funds with longer-term investment horizons may be invested in securities exceeding ten (10) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of funds.

Performance Benchmarks:

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return through budgetary and economic cycles that is commensurate with the investment risk constraints and cash flow needs of the Township. The market value of the portfolio shall be calculated at the end of each fiscal year by the Director of Finance/Treasurer. This is a requirement for financial statement purposes and ensures that a review of the investment portfolio, in terms of value and price volatility, has been performed. The investment portfolio will be designed to obtain, at a minimum, market rates of return taking into account the Township's investment risk tolerance, constraints and cash flow needs.

Reporting:

The Director of Finance/Treasurer, in accordance with legislative requirements, shall submit an annual investment report to Council. The investment report will include the following:

- a.) A statement about the performance of the investment portfolio during the period covered by the report;
- b.) A description of the estimated proportion of the total investments of a municipality that are invested in its own long-term and short-term securities to the total

investment of the municipality and a description of the change, if any, in that estimated proportion since the previous year's report;

- c.) A statement by the Director of Finance/Treasurer as to whether or not, in his or her opinion, all investments were made in accordance with the investment policies and goals adopted by the Township;
- d.) A record of the date of each portfolio transaction of the Township's securities, including a statement of the purchase and sale price of each security; and
- e.) Such other information that the Council may require or that, in the opinion of the Director of Finance/Treasurer, should be included.

Definitions:

Credit Risk: the risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

Diversification: a process of investing assets among a range of security types by sector, maturity, and quality rating.

Interest Rate Risk: the risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

Liquidity: a measure of an asset's convertibility to cash.

Long-Term Securities: investments with duration of greater than 365 days at the time of acquisition.

Major Chartered Banks: the following are the six major chartered banks referred to in this policy:

- Royal Bank of Canada
- Canadian Imperial Bank of Commerce
- Bank of Montreal
- Bank of Nova Scotia
- Toronto Dominion Bank
- National Bank of Canada

Market Risk: the risk that the value of a security will increase or decrease as a result of changes in market conditions.

Market Value: current market price of a security.

Maturity: the date on which payment of a financial obligation is due.

ONE Investment Program: a professionally managed group of investment funds composed of pooled investments that meet eligibility criteria as defined by regulations

under the Municipal Act. The Local Authority Services Limited (LAS) and CHUMS Financing Corporation (CHUMS) operate this program.

Prudent Person Rule: an investment standard outlining the fiduciary responsibilities relating to the investment practices of public fund investors.

Safekeeping: holding of assets (e.g., securities) by a financial institution.

Short-Term Securities: investments with duration of 365 days or less at the time of acquisition.

Township: The Corporation of the Township of Puslinch

8.2(f)(i)

Financial Report - 2014-12

BANK BALANCE		3,943,518
General Acct. Interest Earned to Date		69,343
2015 Taxes Levied to Date	Interim 1st Installment	5,315,364
	Interim 2nd Installment	5,313,914
	Final 1st Installment	5,496,352
	Final 2nd Installment	5,503,697
	capping	71,190
	Total Taxes Levied	21,700,517
Taxes Written Off to Date		49,851
Supplemental Billings to Date		<u>51,368</u>
<hr/>		
2014 Outstanding Taxes		798,388
2014 Outstanding Interest		31,193
<u>Outstanding Taxes and Interest (Prior years)</u>		
-	2013 Taxes & Interest	297,417
-	2012 Taxes & Interest	124,253
-	2011 & Prior & Interest	39,133
Total Outstanding Taxes & Interest - Prior Years		<u><u>460,803</u></u>

Accounts Payable

TD Canada Trust Cheque Register By Date

01/12/2014 thru 31/12/2014

Cheque Number	Cheque Date	Payee	Cheque Amount	
017849	11/12/2014	000071	ARKELL UNITED CHURCH	750.00
017850	11/12/2014	001068	BFI CANADA INC.	203.89
017851	11/12/2014	001402	CHERRY FOREST PRODUCTS LTD	13,838.23
017852	11/12/2014	000259	COUNTY OF WELLINGTON	11,065.80
017853	11/12/2014	001434	DENNIS LEVER	245.00
017854	11/12/2014	001465	ELLIS CHAPEL BOARD OF TRUSTEES	250.00
017855	11/12/2014	001135	G.R. GARRITY APPLIANCE SERVICES LTD.	1,030.97
017856	11/12/2014	001682	GARROD PICKFIELD LLP	180.80
017857	11/12/2014	000621	GLENN LEACHMAN	933.62
017858	11/12/2014	000400	GUELPH BUSINESS MACHINES	656.43
017859	11/12/2014	001157	HOSPICE WELLINGTON	50.00
017860	11/12/2014	000514	HYDRO ONE NETWORKS INC	2,949.40
017861	11/12/2014	000642	JOHAN LOGHER	180.79
017862	11/12/2014	001606	LARWOOD, FIONNUALA	20.00
017863	11/12/2014	000661	MANULIFE FINANCIAL	12,326.72
017864	11/12/2014	000211	MICHELLE CASSAR	98.00
017865	11/12/2014	000869	RKD WEB STUDIOS INCORPORATED	330.52
017866	11/12/2014	000914	S.T.O.P. RESTAURANT SUPPLY	7,802.20
017867	11/12/2014	000934	SGS CANADA INC	137.86
017868	11/12/2014	001733	SHRED-IT INTERNATIONAL ULC	57.57
017869	11/12/2014	001923	STACEY NEWMAN PHOTOGRAPHY	593.20
017870	11/12/2014	001921	TASTE FINE FOODS	242.95
017871	11/12/2014	001922	THE ROYAL CANADIAN LEGION	545.00
017872	11/12/2014	001864	THE VENTIN GROUP LTD.	4,520.00
017873	11/12/2014	000980	WAYNE STOKLEY	24.00
017874	11/12/2014	001924	WEESE, HEATHER	79.07
017875	16/12/2014	001925	DARMON, JOHN	5,500.00
017876	19/12/2014	000101	BARBARA J. MCKAY	103.50
017877	19/12/2014	000119	BELL CANADA	426.42
017878	19/12/2014	000124	BELL MOBILITY	27.85
017879	19/12/2014	001820	DOMINION VOTING SYSTEMS CORP.	8,442.23
017880	19/12/2014	000334	DUFF'S CHURCH FIRESIDE GROUP	2,520.00
017881	19/12/2014	001819	ESOLUTIONSGROUP	10,320.66
017882	19/12/2014	001182	G.T. FRENCH PAPER LTD.	765.67
017883	19/12/2014	001272	GAMBIT INDUSTRIAL HEALTH & SAFETY	678.00
017884	19/12/2014	001753	GODWIN NETWORK SOLUTIONS	2,689.40
017885	19/12/2014	000870	HLB SYSTEM SOLUTIONS INC.	2,942.75
017886	19/12/2014	001440	REALTAX INC.	2,260.00
017887	19/12/2014	001147	RECEIVER GENERAL	11,372.00
017888	19/12/2014	001210	ROGERS	720.67
017889	19/12/2014	000932	SENTEX COMMUNICATIONS	331.06
017890	19/12/2014	000998	TD VISA	4,107.96
017891	19/12/2014	001016	TOPECO COFFEE & TEA COMPANY	253.79
017892	19/12/2014	001926	PHILLIPS, KAREN	907.10
017893	31/12/2014	000119	BELL CANADA	656.36
017894	31/12/2014	000514	HYDRO ONE NETWORKS INC	8,612.97
017895	31/12/2014	000514	HYDRO ONE NETWORKS INC	2,515.35
017896	31/12/2014	001039	UNION GAS LIMITED	1,982.63
017897	31/12/2014	000023	A.J. STONE CO. LTD.	106.32
017898	31/12/2014	000037	ACCU PUMPS DISTRIBUTING INC	925.91
017899	31/12/2014	000038	ACKLANDS-GRAINGER INC.	159.79
017900	31/12/2014	000042	ADVANCE CONSTRUCTION EQUIP LTD	120.09
017901	31/12/2014	001352	AIR LIQUIDE CANADA INC.	1,126.53

Accounts Payable

TD Canada Trust Cheque Register By Date

01/12/2014 thru 31/12/2014

Cheque Number	Cheque Date	Payee	Cheque Amount
017902	31/12/2014	001416 ALTRUCK INTL. TRUCK CENTRES	218.66
017903	31/12/2014	001779 ANAND, MOHENDER	234.71
017904	31/12/2014	001916 ANDEMAR DUST & ICE CONTROL LTD.	3,180.17
017905	31/12/2014	001811 BARDWELL, SCOTT	64.16
017906	31/12/2014	000113 BATTLEFIELD EQUIPMENT RENTALS	229.93
017907	31/12/2014	000124 BELL MOBILITY INC.	15,110.61
017908	31/12/2014	000128 BENSON TIRE INC.	9,941.42
017909	31/12/2014	001781 BERNARDI HUMAN RESOURCE LAW LLP	2,231.75
017910	31/12/2014	001930 BLAMMAUER, JULIE	176.66
017911	31/12/2014	000148 BOUCHER & JONES INC.	5,233.25
017912	31/12/2014	001074 C-MAX FIRE SOLUTIONS	3,788.84
017913	31/12/2014	000182 CAMPUS HARDWARE LIMITED	166.66
017914	31/12/2014	000171 CANADIAN PACIFIC RAILWAY CO.	2,750.00
017915	31/12/2014	001700 CAZZOLA, GEOFF	176.66
017916	31/12/2014	000214 CBM AGGREGATES	1,942.44
017917	31/12/2014	000219 CEDAR SIGNS	391.49
017918	31/12/2014	000175 CITY OF CAMBRIDGE	300.00
017919	31/12/2014	001510 COLONIAL TREE SERVICE INC	1,695.00
017920	31/12/2014	001654 COTRONEO, DAN	353.32
017921	31/12/2014	000259 COUNTY OF WELLINGTON	20,014.48
017922	31/12/2014	000263 COX CONSTRUCTION LIMITED	9,445.22
017923	31/12/2014	001351 DELTA TRUCK EQUIPMENT	163.85
017924	31/12/2014	001434 DENNIS LEVER	122.50
017925	31/12/2014	001323 DILLON CONSULTING	8,025.49
017926	31/12/2014	001935 DP DRILLING SERVICES INC.	2,113.10
017927	31/12/2014	001177 ED STEWART'S EQUIPMENT	789.59
017928	31/12/2014	000380 FIRE SAFETY CANADA	2,224.69
017929	31/12/2014	000382 FIRESERVICE MANAGEMENT LTD.	585.05
017930	31/12/2014	000399 G & A LOCK SERVICE LTD.	133.34
017931	31/12/2014	001769 GARAFRAXA TURF INC.	2,034.00
017932	31/12/2014	001933 GAYA, RUBINA	315.20
017933	31/12/2014	001931 GEOFF CAMPBELL	353.32
017934	31/12/2014	000414 GM BLUEPLAN ENGINEERING LIMITED	33,174.23
017935	31/12/2014	000448 GREAT-WEST LIFE ASSURANCE CO.	733.64
017936	31/12/2014	001216 GUELPH BUILDING SUPPLIES	22.04
017937	31/12/2014	000400 GUELPH BUSINESS MACHINES	604.03
017938	31/12/2014	000454 GUELPH JUNCTION RAILWAY CO.	2,014.27
017939	31/12/2014	000468 GWS ECOLOGICAL & FORESTRY SERV	1,510.23
017940	31/12/2014	000476 HARDEN ENVIRONMENTAL SERVICES	1,358.97
017941	31/12/2014	000497 HIGHWAY STERLING WESTERN STAR	675.65
017942	31/12/2014	001703 KAREN LANDRY	482.67
017943	31/12/2014	001129 LINDE CANADA LTD T4070	106.80
017944	31/12/2014	000641 LODDER BROTHERS LIMITED	271.65
017945	31/12/2014	000650 M & L SUPPLY	826.79
017946	31/12/2014	000710 MICHAEL'S MOBILE	3,859.80
017947	31/12/2014	000211 MICHELLE CASSAR	49.90
017948	31/12/2014	001872 MONTEITH BROWN	7,643.40
017949	31/12/2014	000734 MRC SYSTEMS INC.	289.17
017950	31/12/2014	001928 NEWCOMBE, DAVID	476.00
017951	31/12/2014	001934 NICKLESS, KEVIN	47.01
017952	31/12/2014	001436 P & K ICE SERVICES	2,096.15
017953	31/12/2014	000811 PETTY CASH REPLACEMENT	246.31
017954	31/12/2014	000826 PROBUY SAFETY SOLUTIONS	74.01

Accounts Payable
 TD Canada Trust Cheque Register By Date
 01/12/2014 thru 31/12/2014

Cheque Number	Cheque Date	Payee	Cheque Amount
017955	31/12/2014	000830 PUROLATOR COURIER LTD.	17.99
017956	31/12/2014	000836 PUSLINCH PIONEER	326.57
017957	31/12/2014	001506 R&R DISPOSAL AND SERVICES LTD	203.40
017958	31/12/2014	000861 REYNER ELECTRIC CONSTRUCTION INC.	692.24
017959	31/12/2014	001478 ROBERT KELLY	38.92
017960	31/12/2014	000885 ROBT NOBLE LIMITED	847.50
017961	31/12/2014	000900 ROYAL CITY AUTOMOTIVE	348.47
017962	31/12/2014	000905 ROYAL SS TANK & TRUCK LTD	2,722.05
017963	31/12/2014	001929 SCHLITT, BRUCE	593.25
017964	31/12/2014	001565 SHARE CANADA	441.27
017965	31/12/2014	001923 STACEY NEWMAN PHOTOGRAPHY	593.27
017966	31/12/2014	000977 STEVEN GOODE	358.21
017967	31/12/2014	000225 STRONGCO	46.33
017968	31/12/2014	000988 SWAN DUST CONTROL LTD	271.98
017969	31/12/2014	001076 THE WELLINGTON ADVERTISER	901.58
017970	31/12/2014	001738 TOTAL REFRIGERATION LTD.	9,591.91
017971	31/12/2014	001025 TRANSIT LUBRICANTS LTD.	634.08
017972	31/12/2014	001932 WATERFIELD, NICK	264.98
017973	31/12/2014	000980 WAYNE STOKLEY	50.00
017974	31/12/2014	001927 WAYNE, ROBIN	55.90
017975	31/12/2014	001430 WELMAR RECREATIONAL PRODUCTS	1,040.03
017976	31/12/2014	001107 WILSON FIRE SECURITY	121.47
017977	31/12/2014	001416 ALTRUCK INTL. TRUCK CENTRES	117,613.27
017978	31/12/2014	001147 RECEIVER GENERAL	25,073.40
017979	31/12/2014	001639 407 ETR	11.15
017980	31/12/2014	001068 BFI CANADA INC.	293.10
017981	31/12/2014	001743 BRANTON, JASMINE	6.74
017982	31/12/2014	001849 BRYNA D MCLEOD PROFESSIONAL CORP.	570.65
017983	31/12/2014	001518 DONALD CREED	68.91
017984	31/12/2014	000331 DREXLER CONSTRUCTION LIMITED	18,299.59
017985	31/12/2014	000341 ELISABETH COBURN	78.91
017986	31/12/2014	000969 FCDQ	1,394.85
017987	31/12/2014	001824 FRENCH, ADAM	51.53
017988	31/12/2014	000414 GM BLUEPLAN ENGINEERING LIMITED	1,332.84
017989	31/12/2014	001938 GODINHO, KRISTA	30.89
017990	31/12/2014	000476 HARDEN ENVIRONMENTAL SERVICES	6,892.26
017991	31/12/2014	001736 HASAN, MARY	68.91
017992	31/12/2014	001936 HERNER, MARISSA	15.44
017993	31/12/2014	000642 JOHAN LOGHER	68.91
017994	31/12/2014	000584 JOHN KERR	68.91
017995	31/12/2014	000564 JOHN STUBBS	68.91
017996	31/12/2014	001221 KAREN FROM	68.91
017997	31/12/2014	001703 KAREN LANDRY	68.91
017998	31/12/2014	001529 MICHAEL FOWLER	68.91
017999	31/12/2014	000211 MICHELLE CASSAR	68.91
018000	31/12/2014	000717 MINISTER OF FINANCE	1,724.95
018001	31/12/2014	001872 MONTEITH BROWN	2,141.35
018002	31/12/2014	000734 MRC SYSTEMS INC.	472.23
018003	31/12/2014	000764 O.M.E.R.S.	16,873.60
018004	31/12/2014	001937 PATZER, KELLY	53.71
018005	31/12/2014	001650 PITNEY BOWES	1,145.00
018006	31/12/2014	000830 PUROLATOR COURIER LTD.	66.16
018007	31/12/2014	000856 RECEIVER GENERAL	270.21

Accounts Payable
 TD Canada Trust Cheque Register By Date
 01/12/2014 thru 31/12/2014

Cheque Number	Cheque Date	Payee	Cheque Amount
018008	31/12/2014	001542 RICHARD HOOVER	68.91
018009	31/12/2014	000869 RKD WEB STUDIOS INCORPORATED	412.45
018010	31/12/2014	001478 ROBERT KELLY	68.91
018011	31/12/2014	000934 SGS CANADA INC	325.44
018012	31/12/2014	000939 SHOOTER ELECTRIC INC.	4,446.55
018013	31/12/2014	001733 SHRED-IT INTERNATIONAL ULC	57.57
018014	31/12/2014	000988 SWAN DUST CONTROL LTD	168.48
018015	31/12/2014	001076 THE WELLINGTON ADVERTISER	329.85
018016	31/12/2014	001871 TREMBLAY, DONNA-LYNN	68.91
018017	31/12/2014	001107 WILSON FIRE SECURITY	2,134.53
018018	31/12/2014	001113 WORKPLACE SAFETY & INSURANCE	2,271.53
018019	31/12/2014	001352 AIR LIQUIDE CANADA INC.	408.68
018020	31/12/2014	001789 BABU, JOONY	39.45
018021	31/12/2014	000119 BELL CANADA	255.60
018022	31/12/2014	000208 CARSWELL	129.21
018023	31/12/2014	000414 GM BLUEPLAN ENGINEERING LIMITED	3,820.63
018024	31/12/2014	000468 GWS ECOLOGICAL & FORESTRY SERV	489.29
018025	31/12/2014	000476 HARDEN ENVIRONMENTAL SERVICES	5,140.09
018026	31/12/2014	000725 MOFFITT PRINT CRAFT	666.70
018027	31/12/2014	000861 REYNER ELECTRIC CONSTRUCTION INC.	675.18
018028	31/12/2014	000259 COUNTY OF WELLINGTON	12,100.17
018029	31/12/2014	001323 DILLON CONSULTING	10,445.49
018030	31/12/2014	001682 GARROD PICKFIELD LLP	406.80
018031	31/12/2014	000414 GM BLUEPLAN ENGINEERING LIMITED	505.68
018032	31/12/2014	001023 TOWNSHIP OF NORTH DUMFRIES	1,716.30
018033	31/12/2014	000685 MCELDERRY & MORRIS	5,500.00
018034	31/12/2014	001864 THE VENTIN GROUP LTD.	565.00
Cheque Register Total -			549,166.13

8.2(g)(i)

Financial Report - 2015-01

BANK BALANCE		3,568,033
General Acct. Interest Earned to Date		5,161
2015 Taxes Levied to Date	Interim 1st Installment	-
	Interim 2nd Installment	-
	Final 1st Installment	-
	Final 2nd Installment	-
	capping	-
	Total Taxes Levied	<u>-</u>
Taxes Written Off to Date		3,756
Supplemental Billings to Date		<u>8,701</u>
<hr/>		
2015 Outstanding Taxes		-119,006
2015 Outstanding Interest		906
<u>Outstanding Taxes and Interest (Prior years)</u>		
-	2014 Taxes & Interest	825,259
-	2013 Taxes & Interest	267,589
-	2012 & Prior & Interest	154,167
	Total Outstanding Taxes & Interest - Prior Years	<u><u>1,247,015</u></u>

Accounts Payable

TD Canada Trust Cheque Register By Date

01/01/2015 thru 31/01/2015

8.2(g)(ii)

Cheque Number	Cheque Date	Payee	Cheque Amount
018035	23/01/2015	000060 AMCTO	836.20
018036	23/01/2015	000025 ASSOC. OF MUNICIPALITIES OF ON	2,726.25
018037	23/01/2015	000119 BELL CANADA	824.20
018038	23/01/2015	000124 BELL MOBILITY INC.	25.59
018039	23/01/2015	001781 BERNARDI HUMAN RESOURCE LAW LLP	2,231.75
018040	23/01/2015	000229 CIT FINANCIAL LTD.	2,264.68
018041	23/01/2015	000275 CUSHING'S VACUUMS	38.18
018042	23/01/2015	001941 ELLIOT, DONALD	4,911.78
018043	23/01/2015	001152 FED. OF CDN MUNICIPALITIES	1,311.95
018044	23/01/2015	000384 FLEET IMAGE INC.	96.05
018045	23/01/2015	000870 HLB SYSTEM SOLUTIONS INC.	2,951.42
018046	23/01/2015	000514 HYDRO ONE NETWORKS INC	1,444.18
018047	23/01/2015	000661 MANULIFE FINANCIAL	14,490.62
018048	23/01/2015	001772 MFOA	350.30
018049	23/01/2015	000725 MOFFITT PRINT CRAFT	242.95
018050	23/01/2015	000739 MUN LAW ENFORCEMENT OFFICER ASS.	220.00
018051	23/01/2015	001231 MUN. EMPLOYER PENSION CTR ONT	77.12
018052	23/01/2015	000761 NORTHERN ICE CO. INC.	97.20
018053	23/01/2015	001942 O.A.P.S.O.	70.00
018054	23/01/2015	001710 OMAA	414.71
018056	23/01/2015	001669 OOWA	231.65
018057	23/01/2015	001939 PATTERSON, SUZANNE	2,367.63
018058	23/01/2015	001210 ROGERS	683.38
018059	23/01/2015	001940 ROSEDALE SECURITIES LIMITED	44,206.62
018060	23/01/2015	000932 SENTEX COMMUNICATIONS	1,490.30
018061	23/01/2015	001733 SHRED-IT INTERNATIONAL ULC	57.57
018062	23/01/2015	000998 TD VISA	4,064.46
018063	23/01/2015	001016 TOPECO COFFEE & TEA COMPANY	76.68
018064	23/01/2015	001860 USTI CANADA INC.	1,073.50
018065	23/01/2015	000780 WELLING-WATERLOO DIST (OBOA)	60.00
018066	28/01/2015	000446 GRAND RIVER CONSERVATION AUTH	5.00
018067	31/01/2015	000038 ACKLANDS-GRAINGER INC.	616.34
018068	31/01/2015	001352 AIR LIQUIDE CANADA INC.	374.36
018069	31/01/2015	001416 ALTRUCK INTL. TRUCK CENTRES	111.90
018070	31/01/2015	001916 ANDEMAR DUST & ICE CONTROL LTD.	1,668.20
018071	31/01/2015	000078 ASS. ONTARIO ROAD SUPERVISORS	429.40
018072	31/01/2015	000119 BELL CANADA	257.64
018073	31/01/2015	000128 BENSON TIRE INC.	1,296.47
018074	31/01/2015	000148 BOUCHER & JONES INC.	17,232.09
018075	31/01/2015	000784 BUSINESS INFORMATION GROUP	72.32
018076	31/01/2015	000182 CAMPUS HARDWARE LIMITED	41.47
018077	31/01/2015	000219 CEDAR SIGNS	126.33
018078	31/01/2015	000969 FCDQ	929.24
018079	31/01/2015	001394 FIREHOUSE	29.95
018080	31/01/2015	000399 G & A LOCK SERVICE LTD.	116.11
018081	31/01/2015	001182 G.T. FRENCH PAPER LTD.	5.27
018082	31/01/2015	000414 GM BLUEPLAN ENGINEERING LIMITED	1,193.28
018083	31/01/2015	000448 GREAT-WEST LIFE ASSURANCE CO.	733.64
018084	31/01/2015	000400 GUELPH BUSINESS MACHINES	625.94
018085	31/01/2015	000870 HLB SYSTEM SOLUTIONS INC.	208.61
018086	31/01/2015	000514 HYDRO ONE NETWORKS INC	6,233.34
018087	31/01/2015	000434 JIM GODFREY	92.52
018088	31/01/2015	000565 JOHN UPTEGROVE	147.50

Accounts Payable
 TD Canada Trust Cheque Register By Date
 01/01/2015 thru 31/01/2015

Cheque Number	Cheque Date	Payee	Cheque Amount
018089	31/01/2015	001876 KAITTING'S BEARINGS	315.68
018090	31/01/2015	000626 LETCO LIMITED	3,063.66
018091	31/01/2015	000650 M & L SUPPLY	527.96
018092	31/01/2015	000852 MIKE RAO	20.00
018093	31/01/2015	001706 MOTION SPECIALTIES	202.23
018094	31/01/2015	000734 MRC SYSTEMS INC.	1,368.68
018095	31/01/2015	001659 OAFTO	150.00
018096	31/01/2015	001224 ONT MUNICIPAL MGMT INSTITUTE	132.00
018097	31/01/2015	000778 ONTARIO ASSOC. OF FIRE CHIEFS	276.85
018098	31/01/2015	000830 PUROLATOR COURIER LTD.	75.72
018099	31/01/2015	000836 PUSLINCH PIONEER	76.84
018100	31/01/2015	001415 RESURFICE CORP.	286.74
018101	31/01/2015	000900 ROYAL CITY AUTOMOTIVE	332.14
018102	31/01/2015	000934 SGS CANADA INC	393.24
018103	31/01/2015	000225 STRONGCO	363.76
018104	31/01/2015	000988 SWAN DUST CONTROL LTD	103.50
018105	31/01/2015	000804 THE PEPSI BOTTLING GROUP	502.49
018106	31/01/2015	001016 TOPECO COFFEE & TEA COMPANY	439.83
018107	31/01/2015	001025 TRANSIT LUBRICANTS LTD.	369.37
018108	31/01/2015	001039 UNION GAS LIMITED	2,837.96
018109	31/01/2015	001052 VIKING CIVES LTD	227.75
018110	31/01/2015	001079 WELL. CTY ROAD SUPERVISOR ASSOC.	400.00
018111	31/01/2015	001107 WILSON FIRE SECURITY	216.11
018112	31/01/2015	001713 SUREWAY INTERNATIONAL INC.	402.01
018113	31/01/2015	000175 CITY OF CAMBRIDGE	27,125.00
018114	31/01/2015	000717 MINISTER OF FINANCE	2,270.10
018115	31/01/2015	000764 O.M.E.R.S.	21,502.90
018116	31/01/2015	000856 RECEIVER GENERAL	430.22
018117	31/01/2015	001147 RECEIVER GENERAL	53,864.82
018118	31/01/2015	001113 WORKPLACE SAFETY & INSURANCE	4,814.50
Cheque Register Total -			245,575.90

8.2(g) (Liii)

Accounts Payable

TD Canada Trust Voided Cheque Register By Date Up To 27/02/2015
01/01/2015 thru 31/01/2015

Cheque Number	Cheque Date	Payee	Date Voided	Cheque Amount
018055	23/01/2015	000769 VOID ONT. BUILDING OFFICIALS AS:	31/01/2015	1,268.99
Voided Cheque Register Total -				1,268.99

Corporate Financial Report - 2015-01

8.2(g)(iv).

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0017-7710	Sale of Flags	-	8	-	8	100	100	0%
01-0017-7770	Other Revenues	34	58	34	58	666	700	95%
01-0017-2310	Mun Tax Assistance	-	1,307	-	1,307	15,680	15,680	100%
01-0017-2320	Host Kilmer (Service Ontario)	-	1,856	-	1,856	22,270	22,270	100%
01-0017-2330	Ontario Hydro	-	1,012	-	1,012	12,147	12,147	100%
01-0017-2340	Greater Toronto Transit	-	580	-	580	6,956	6,956	100%
01-0017-2350	Public Works Canada	-	166	-	166	1,997	1,997	100%
01-0017-2400	Grant Guelph Junction Railway	-	444	-	444	5,330	5,330	0%
01-0017-2500	Puslinch Landfill	-	284	-	284	3,411	3,411	100%
01-0017-2600	City of Guelph	-	2,072	-	2,072	24,859	24,859	100%
01-0017-2700	University of Guelph	-	107	-	107	1,289	1,289	100%
01-0017-2800	CN Railway	-	95	-	95	1,135	1,135	100%
01-0017-2900	CP Railway	-	655	-	655	7,854	7,854	100%
01-0017-5110	OMPF	101,150	33,717	101,150	33,717	303,450	404,600	75%
01-0015-5310	Provincial Aggregate Levy	-	17,847	-	17,847	214,164	214,164	100%
01-0017-7510	Current Taxes	-	6,714	-	6,714	80,563	80,563	100%
01-0017-7520	Tax Arrears	13,544	8,983	13,544	8,983	94,249	107,793	87%
01-0014-1220	Supplemental Billings	8,701	4,167	8,701	4,167	41,299	50,000	83%
01-0017-7672	Interest on General	5,161	4,546	5,161	4,546	49,389	54,550	91%
01-0017-7675	Interest on Grading	289	127	289	127	1,231	1,520	81%
01-0017-7676	Int. Education/County DC's	12	14	12	14	157	169	93%
	Totals	128,891	84,757	128,891	84,757	888,195	1,017,086	87%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0010-4501	Taxes written off (Twp share only)	3,756	17,832	3,756	17,832	210,228	213,984	98%
01-0010-4700	Conservation Authorities Levy Payment	-	12,856	-	12,856	154,266	154,266	100%
	Totals	3,756	30,688	3,756	30,688	364,494	368,250	99%

Administration Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-1110	Signature of Commissioner and FOI Requests	30	13	30	13	130	160	81%
01-0015-1120	Investigator Fees	-	-	-	-	-	-	0%
01-0015-1130	Engineering and Environmental Fees Recovered	-	167	-	167	2,000	2,000	100%
01-0015-1140	Legal Fees Recovered	-	-	-	-	-	-	0%
01-0015-1150	Recoveries from Staff Events	-	79	-	79	950	950	100%
01-0015-3738	Other recoveries	-	-	-	-	-	-	0%
	Totals	30	259	30	259	3,080	3,110	99%

CONTRIBUTION FROM WORKING RESERVES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0013-3185	Contribution from Legal Contingency Working Reserve	-	1,167	-	1,167	14,000	14,000	0%
01-0013-3195	Contribution from Insurance Contingency Working Reserve	-	833	-	833	10,000	10,000	0%
01-0013-3100	Contribution from Operating Carryforward Working Reserve	-	11,639	-	11,639	139,662	139,662	0%
	Totals	-	13,639	-	13,639	163,662	163,662	0%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0010-4000	FT Wages	17,619	17,699	17,619	17,699	194,774	212,393	92%
01-0010-4001	PT Wages	2,765	3,037	2,765	3,037	33,675	36,440	92%
01-0010-4002	OT Wages	-	-	-	-	-	-	0%
01-0010-4100	FT Benefits	3,886	3,009	3,886	3,009	32,217	36,103	89%
01-0010-4101	PT Benefits	187	267	187	267	3,012	3,199	94%
01-0010-4102	Manulife Benefits	1,765	1,765	1,765	1,765	19,416	21,181	92%
01-0010-4103	WSIB	659	481	659	481	5,118	5,777	89%

Administration Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0010-4200	Office Supplies & Equipment	24	177	24	177	2,099	2,123	99%
01-0010-4204	Water Protection	14	10	14	10	106	120	88%
01-0010-4302	Communication (phone, fax, intern)	55	55	55	55	600	655	92%
01-0010-4303	Professional Fees - Legal	-	2,383	-	2,383	28,600	28,600	100%
01-0010-4305	Professional Fees - Engineering & Environmental	-	2,250	-	2,250	27,000	27,000	100%
01-0010-4307	Events and Other	-	583	-	583	7,000	7,000	100%
01-0010-4308	Mileage	-	42	-	42	500	500	100%
01-0010-4309	Professional Development	1,407	1,571	1,407	1,571	17,443	18,850	93%
01-0010-4311	Membership and Subscription Fees	4,963	709	4,963	709	3,547	8,510	42%
01-0010-4312	Employee Travel - Meals	-	33	-	33	400	400	100%
01-0010-4313	Employee Travel - Accom/Parking	-	83	-	83	1,000	1,000	100%
01-0010-4314	Employee Travel - Airfare	-	42	-	42	500	500	0%
01-0010-4315	Insurance	-	3,478	-	3,478	41,739	41,739	100%
01-0010-4316	Advertising	-	238	-	238	2,850	2,850	100%
01-0010-4317	Water Monitoring	-	417	-	417	5,000	5,000	100%
01-0010-4320	Contract Services	-	42	-	42	500	500	100%
01-0013-3185	Legal Contingency Working Reserve	-	417	-	417	5,000	5,000	100%
01-0013-3195	Insurance Contingency Working Reserve	-	417	-	417	5,000	5,000	100%
	Totals	33,344	39,203	33,344	39,203	437,097	470,441	93%

Council Financial Report - 2015-01

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0180-4001	PT Wages	6,902	7,040	6,902	7,040	77,574	84,476	92%
01-0180-4101	PT Benefits	128	486	128	486	5,701	5,829	98%
01-0180-4102	Manulife Benefits	2,088	1,701	2,088	1,701	18,327	20,415	0%
01-0180-4200	Office Supplies & Equipment	-	6	-	6	75	75	100%
01-0180-4308	Mileage	-	250	-	250	3,000	3,000	100%
01-0180-4309	Professional Development	-	384	-	384	4,610	4,610	100%
01-0180-4312	Employee Travel - Meals	-	33	-	33	400	400	100%
01-0180-4313	Employee Travel - Accom/Parking	-	417	-	417	5,000	5,000	100%
01-0180-4314	Employee Travel - Air Fare	-	42	-	42	500	500	100%
	Totals	9,118	10,359	9,118	10,359	115,187	124,305	93%

Elections Financial Report - 2015-01

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0120-4304	Professional Fees - Audit	-	125	-	125	1,500	1,500	100%
01-0013-3115	Contibution to Elections WR	-	1,167	-	1,167	14,000	14,000	100%
	Totals	-	1,292	-	1,292	15,500	15,500	100%

Finance Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-3120	Tax Certificates	420	450	420	450	4,980	5,400	92%
01-0015-1170	NSF Fees	-	67	-	67	800	800	100%
01-0015-1180	Invoice Administration Fee	50	250	50	250	2,950	3,000	98%
01-0015-1160	Advertising, Legal, and Realtax Fees Recovered	906	167	906	167	1,094	2,000	55%
01-0015-3739	Other Recoveries	-	167	-	167	2,000	2,000	0%
01-0017-7780	Garbage bags	892	917	892	917	10,108	11,000	92%
	Totals	2,268	2,017	2,268	2,017	21,932	24,200	91%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0100-4000	FT Wages	18,351	18,434	18,351	18,434	202,863	221,214	92%
01-0100-4001	PT Wages	-	-	-	-	-	-	0%
01-0100-4002	OT Wages	-	42	-	42	500	500	0%
01-0100-4100	FT Benefits	3,797	3,194	3,797	3,194	34,536	38,333	90%
01-0100-4102	Manulife Benefits	2,020	2,020	2,020	2,020	22,224	24,244	92%
01-0100-4103	WSIB Benefits	605	502	605	502	5,414	6,019	90%
01-0100-4199	Computer Software & Hardware Operational Upgrades/Support from IT Consultant	1,155	250	1,155	250	1,845	3,000	62%
01-0100-4200	Office Supplies	703	667	703	667	7,297	8,000	91%
01-0100-4201	Hydro	477	436	477	436	4,753	5,230	91%
01-0100-4202	Heat	382	188	382	188	1,878	2,260	83%
01-0100-4215	Cleaning, Maintenance, Building Supplies	18	373	18	373	4,462	4,480	100%
01-0100-4216	Kitchen Supplies and Equipment	334	256	334	256	2,736	3,070	89%
01-0100-4222	Outdoor Maintenance of Building	-	125	-	125	1,500	1,500	100%
01-0100-4301	Postage	-	806	-	806	9,675	9,675	100%
01-0100-4302	Communication (phone, fax, intern)	392	383	392	383	4,208	4,600	91%
01-0100-4304	Professional Fees - Audit	-	1,167	-	1,167	14,000	14,000	100%
01-0100-4308	Mileage	-	57	-	57	680	680	100%

Finance Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0100-4309	Professional Development	-	415	-	415	4,980	4,980	100%
01-0100-4311	Membership and Subscription Fees	315	173	315	173	1,755	2,070	85%
01-0100-4312	Employee Travel - Meals	-	17	-	17	200	200	100%
01-0100-4313	Employee Travel - Accomodations	-	33	-	33	400	400	100%
01-0100-4316	Advertising	69	667	69	667	7,931	8,000	99%
01-0100-4320	Contract Services	3,725	4,302	3,725	4,302	47,895	51,620	93%
01-0100-4322	Emergency Management	162	160	162	160	1,758	1,920	92%
01-0100-4323	Environmental Service - Garbage Bags	-	917	-	917	11,000	11,000	100%
01-0100-4500	Bank Service Charges	106	219	106	219	2,519	2,625	96%
01-0100-4503	Debt Interest Repayment	-	1,617	-	1,617	19,405	19,405	100%
01-0100-4600	Grants	-	2,715	-	2,715	32,575	32,575	100%
01-0012-1200	Principle Repayment	-	8,833	-	8,833	106,000	106,000	100%
	Totals	32,611	48,967	32,611	48,967	554,990	587,601	94%

Building Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-1192	Reproduction of Drawings Fees	-	21	-	21	250	250	0%
01-0017-7250	Residential Building Permits	21,946	16,667	22,496	16,667	177,504	200,000	89%
	Institutional, Commercial & Industrial Building Permits	-	4,167	-	4,167	50,000	50,000	100%
	Farm Building Permits	-	200	-	200	2,400	2,400	100%
	Demolition Permit	150	50	-	50	600	600	100%
	Occupancy Permit	-	-	-	-	-	-	100%
01-0017-7210	Septic System Permit	-	1,667	-	1,667	20,000	20,000	100%
	Designated Structures Permit	400	67	-	67	800	800	100%
	Tent or Marquee Permit	-	75	-	75	900	900	100%
01-0017-7240	Deferral of Revocation of Permit	300	25	300	25	-	300	0%
	Reactivate Abandoned Permit	-	13	-	13	150	150	100%
	Transfer of Permit	-	-	-	-	-	-	100%
	Revision to a Permit	-	250	-	250	3,000	3,000	100%
	Alternate Solution Application	-	58	-	58	700	700	100%
	Conditional Permits	-	-	-	-	-	-	0%
01-0017-7290	Special Inspection Fee	-	25	-	25	300	300	100%
	Totals	22,796	23,283	22,796	23,283	256,604	279,400	92%

CONTRIBUTION FROM WORKING RESERVES

01-0013-3150	Contribution from Building Reserve Fund	-	7,021	-	7,021	84,248	84,248	100%
	Totals	-	7,021	-	7,021	84,248	84,248	100%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0020-4000	FT Wages	15,071	15,244	15,071	15,244	167,861	182,932	92%
01-0020-4001	PT Wages	125	183	125	183	2,075	2,200	94%
01-0020-4002	OT Wages	-	100	-	100	1,200	1,200	0%
01-0020-4100	FT Benefits	3,082	2,668	3,082	2,668	28,936	32,018	90%
01-0020-4101	PT Benefits	7	16	7	16	186	193	96%

Building Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0020-4102	Manulife Benefits	1,755	1,755	1,755	1,755	19,310	21,065	92%
01-0020-4103	WSIB	543	447	543	447	4,823	5,366	90%
01-0020-4199	Computer Software & Hardware	-	83	-	83	1,000	1,000	100%
01-0020-4200	Office Supplies	37	565	37	565	6,744	6,781	99%
01-0020-4201	Hydro	204	185	204	185	2,011	2,215	91%
01-0020-4202	Heat	286	117	286	117	1,124	1,410	80%
01-0020-4203	Fuel	-	680	-	680	8,155	8,155	100%
01-0020-4204	Water Protection	6	4	6	4	42	48	88%
01-0020-4208	Signage	-	8	-	8	100	100	0%
01-0020-4215	Cleaning, Maint & supplies for Bldg	5	155	5	155	1,855	1,860	100%
01-0020-4216	Kitchen Supplies and Equipment	155	157	155	157	1,735	1,890	92%
01-0020-4220	Vehicle Maintenance	-	158	-	158	1,900	1,900	100%
01-0020-4222	Outdoor Maintenance of Building	-	25	-	25	300	300	100%
01-0020-4301	Postage	-	346	-	346	4,150	4,150	100%
01-0020-4302	Communication(phone, fax, intern)	254	342	254	342	3,846	4,100	94%
01-0020-4303	Professional Fees-Legal	5	1,742	5	1,742	20,895	20,900	100%
01-0020-4304	Professional Fees - Audit	-	500	-	500	6,000	6,000	100%
01-0020-4305	Professional Fees - Engineering	-	167	-	167	2,000	2,000	100%
01-0020-4308	Mileage	-	8	-	8	100	100	100%
01-0020-4309	Professional Development	1,137	661	1,137	661	6,798	7,935	86%
01-0020-4311	Membership and Subscription Fees	379	255	379	255	2,681	3,060	88%
01-0020-4312	Employee Travel - Meals	-	42	-	42	500	500	100%
01-0020-4313	Employee Travel - Accomodations	-	242	-	242	2,900	2,900	100%
01-0020-4315	Insurance	-	1,337	-	1,337	16,045	16,045	100%
01-0020-4316	Advertising	-	63	-	63	750	750	100%
01-0020-4318	Vehicle Plates	-	24	-	24	283	283	100%
01-0020-4320	Contract Services	1,923	1,843	1,923	1,843	20,197	22,120	91%
01-0020-4321	Clothing, Safety Allowance	-	58	-	58	700	700	100%
01-0020-4322	Emergency Management	70	68	70	68	745	815	91%
01-0020-4500	Service Charges	45	55	45	55	610	655	93%
	Totals	25,089	30,304	25,089	30,304	338,559	363,648	93%

Source Water Protection Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-5270	Source Protection Municipal Implementation Fund	15,000	1,250	15,000	1,250	-	15,000	0%
Totals		15,000	1,250	15,000	1,250	-	15,000	0%

CONTRIBUTION FROM WORKING RESERVES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0013-3100	Contibution from Operating Carryforward Working Reserve	-	2,018		2,018	24,215	24,215	0%
Totals		-	2,018	-	2,018	24,215	24,215	100%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0160-4000	FT Wages/Benefits Source Water Protection	-	1,017	-	1,017	12,202	12,202	0%
01-0160-4207	Public Education Costs	-	773	-	773	9,272	9,272	100%
01-0160-4305	Professional Fees	-	1,478	-	1,478	17,740	17,740	100%
Totals		-	3,268	-	3,268	39,215	39,215	100%

Planning Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-1190	Engineering, Environmental, and Legal Fees Recovered	-	3,083	-	3,083	37,000	37,000	100%
01-0015-1191	Advertising Fees Recovered	-	250	-	250	3,000	3,000	100%
01-0015-3240	Zoning Compliance Letter	75	167	75	167	1,925	2,000	96%
01-0015-1200	Minor Variance Application	-	458	-	458	5,500	5,500	100%
01-0015-1205	Agreements	-	-	-	-	-	-	100%
01-0015-1210	Part Lot Control Exemption By-law	-	-	-	-	-	-	0%
01-0015-1220	Site Plan Control	-	500	-	500	6,000	6,000	100%
01-0015-1230	Zoning By-law Amendment	-	833	-	833	10,000	10,000	100%
01-0017-7760	Zoning By-law #19/85	-	-	-	-	-	-	0%
01-0015-1240	Zoning By-law Amendment - Aggregate Applications	-	-	-	-	-	-	0%
01-0015-4100	BR+E Municipal Implementation Fund	-	1,042	-	1,042	12,500	12,500	0%
	Totals	75	6,333	75	6,333	75,925	76,000	100%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0130-4000	FT Wages	4,032	4,050	4,032	4,050	44,573	48,605	92%
01-0130-4002	OT Wages	-	50	-	50	600	600	0%
01-0130-4100	FT Benefits	772	708	772	708	7,726	8,498	91%
01-0130-4102	Manulife Benefits	480	480	480	480	5,283	5,763	92%
01-00130-4103	WSIB	133	118	133	118	1,284	1,417	91%
01-0130-4200	Office Supplies	-	21	-	21	250	250	100%
01-0130-4208	Signage	-	21	-	21	250	250	100%
01-0130-4215	Cleaning, Maintenance & Supplies for Building	-	-	-	-	-	-	0%
01-0130-4302	Communication (phone, fax, Internet)	-	2	-	2	25	25	0%
01-0130-4303	Professional Fees - Legal	-	417	-	417	5,000	5,000	100%
01-0130-4305	Professional Fees - Engineering & Environmental	-	3,750	-	3,750	45,000	45,000	100%
01-0130-4308	Mileage	-	21	-	21	250	250	100%

Planning Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0130-4309	Professional Development	2,912	250	2,912	250	88	3,000	3%
01-0130-4311	Membership and Subscription Fees	-	38	-	38	450	450	100%
01-0130-4312	Employee Travel - Meals	-	8	-	8	100	100	100%
01-0130-4313	Employee Travel - Accomodations	-	29	-	29	350	350	100%
01-0130-4316	Advertising	-	333	-	333	4,000	4,000	100%
01-0130-4317	Professional Fees - Water Monitoring	-	184	-	184	2,205	2,205	100%
01-0130-4320	Contract Services	-	292	-	292	3,500	3,500	100%
	Totals	8,329	10,772	8,329	10,772	120,935	129,264	94%

By-law Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-1000	Lottery Licences	60	17	60	17	140	200	70%
01-0017-7220	Dog Tags and Kennel Licences	2,050	1,000	2,050	1,000	9,950	12,000	83%
01-0015-1260	Fence Viewer's Application	-	-	-	-	-	-	0%
01-0017-7270	Septic Compliance Letter	75	83	75	83	925	1,000	93%
01-0017-7280	Special Occasion Permit Letters	-	13	-	13	150	150	100%
	Pool Enclosure Permit	-	233	-	233	2,800	2,800	100%
	Inspection Permit - LCBO	-	17	-	17	200	200	100%
01-0017-7230	Municipal addressing signs	20	67	20	67	780	800	98%
01-0015-5240	Ontario Wildlife Damage Compensation	-	125	-	125	1,500	1,500	100%
01-0017-7410	Guelph Humane Society Fees	-	150	-	150	1,800	1,800	100%
01-0015-1250	Mobile Food Service	-	-	-	-	-	-	100%
01-0015-1270	Engineering, Environmental and Legal Fees Recovered	-	833	-	833	10,000	10,000	100%
01-0015-1280	Site Alteration Agreement Revenues	-	167	-	167	2,000	2,000	100%
	Totals	2,205	2,704	2,205	2,704	30,245	32,450	93%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0140-4000	FT Wages	2,379	2,238	2,379	2,238	24,478	26,857	91%
01-0140-4001	PT Wages	-	167	-	167	2,000	2,000	100%
01-0140-4002	OT Wages	-	-	-	-	-	-	0%
01-0140-4100	FT Benefits	433	399	433	399	4,356	4,789	91%
01-0140-4101	PT Benefits	-	-	-	-	-	-	#DIV/0!
01-0140-4102	Manulife Benefits	300	300	300	300	3,295	3,595	92%
01-0140-4103	WSIB	73	64	73	64	700	773	91%
01-0140-4200	Office Supplies	-	21	-	21	250	250	100%
01-0140-4208	Signage	-	108	-	108	1,300	1,300	100%
01-0140-4303	Professional Fees - Legal	-	1,250	-	1,250	15,000	15,000	100%

By-law Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0140-4305	Professional Fees - Engineering & Environmental	-	1,479	-	1,479	17,750	17,750	100%
01-0140-4308	Mileage	-	38	-	38	450	450	100%
01-0140-4309	Professional Development	-	100	-	100	1,200	1,200	100%
01-0140-4311	Membership and Subscription Fees	180	52	180	52	440	620	71%
01-0140-4312	Employee Travel - Meals	-	4	-	4	50	50	100%
01-0140-4313	Employee Travel - Accomodations	-	21	-	21	250	250	100%
01-0140-4316	Advertising	-	83	-	83	1,000	1,000	100%
01-0140-4319	Permits	-	17	-	17	200	200	100%
01-0140-4320	Contract Services	-	403	-	403	4,840	4,840	100%
01-0140-4324	Livestock Loss	-	167	-	167	2,000	2,000	100%
	Totals	3,365	6,910	3,365	6,910	79,560	82,925	96%

Public Works Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-1290	Oversize-Overweight Load Permits	\$ -	-	-	-	-	-	#DIV/0!
01-0015-3310	Entrance Permit	225	188	225	188	2,025	2,250	90%
01-0015-3740	Roads Other Recoveries	-	65	-	65	780	780	0%
01-0015-2000	Third Party Cost Recovery	-	-	-	-	-	-	0%
01-0015-2100	Third Party Cost Recovery Administration Fee	-	-	-	-	-	-	0%
	Totals	225	253	225	253	2,805	3,030	93%

CONTRIBUTION FROM WORKING RESERVES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0013-3170	Public Works Replacement and Restoration of Aging Infrastructure Working Reserve	-	7,083	-	7,083	85,000	85,000	
	Totals	-	7,083	-	7,083	85,000	85,000	100%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0030-4000	FT Wages	28,744	31,041	28,744	31,041	343,748	372,492	92%
01-0030-4001	PT/Seasonal Wages	8,711	1,503	8,711	1,503	9,330	18,041	52%
01-0030-4002	OT Wages	9,216	2,725	9,216	2,725	23,484	32,700	72%
01-0030-4100	FT Benefits	6,507	5,276	6,507	5,276	56,805	63,312	90%
01-0030-4101	PT/Seasonal Benefits	235	132	235	132	1,349	1,584	85%
01-0030-4102	Manulife Benefits	3,800	3,800	3,800	3,800	41,795	45,595	92%
01-0030-4103	WSIB	1,519	909	1,519	909	9,384	10,903	86%
01-0030-4200	Office Supplies	35	42	35	42	465	500	93%
01-0030-4201	Hydro	280	467	280	467	5,320	5,600	95%
01-0030-4202	Heat	-	470	-	470	5,640	5,640	100%
01-0030-4203	Fuel	15,518	7,025	15,518	7,025	68,777	84,295	82%
01-0030-4205	Equipment Maintenance & Supplies	-	171	-	171	2,050	2,050	100%
01-0030-4208	Signage	114	833	114	833	9,886	10,000	99%

Public Works Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0030-4209	Pavement Markings	-	2,467	-	2,467	29,600	29,600	100%
01-0030-4210	Railway Maintenance	-	6,667	-	6,667	80,000	80,000	100%
01-0030-4212	Maintenance Gravel	-	6,667	-	6,667	80,000	80,000	100%
01-0030-4213	Calcium	-	3,675	-	3,675	44,100	44,100	100%
01-0030-4214	Winter Maintenance	4,466	15,250	4,466	15,250	178,534	183,000	98%
01-0030-4217	Waste Removal	-	125	-	125	1,500	1,500	100%
01-0030-4218	Shop Overhead	195	1,083	195	1,083	12,805	13,000	99%
01-0030-4219	Road Maintenance supplies	534	3,117	534	3,117	36,866	37,400	99%
01-0030-4220	Vehicle Maintenance	2,194	3,833	2,194	3,833	43,806	46,000	95%
01-0030-4221	Speed Monitor	-	42	-	42	500	500	100%
01-0030-4224	Sidewalk Repairs	-	417	-	417	5,000	5,000	100%
01-0030-4302	Communication(phone, fax, intern)	183	213	183	213	2,374	2,557	93%
01-0030-4305	Professional Fees - Engineering	-	167	-	167	2,000	2,000	100%
01-0030-4308	Mileage	-	8	-	8	100	100	100%
01-0030-4309	Professional Development	-	118	-	118	1,420	1,420	100%
01-0030-4311	Membership and Subscription Fees	787	67	787	67	13	800	2%
01-0030-4312	Employee Travel - Meals	-	8	-	8	100	100	100%
01-0030-4315	Insurance	-	7,417	-	7,417	89,006	89,006	100%
01-0030-4316	Advertising	-	63	-	63	750	750	100%
01-0030-4318	Vehicle Plates	-	564	-	564	6,772	6,772	100%
01-0030-4319	Permits	-	83	-	83	1,000	1,000	100%
01-0030-4320	Contract Services	-	3,267	-	3,267	39,200	39,200	100%
01-0030-4321	Clothing, Safety Allowance	-	63	-	63	750	750	100%
01-0030-4326	Bridge Inspections	-	833	-	833	10,000	10,000	0%
01-0030-4400	Street Lights: Repairs and Hydro Bills	3,302	3,863	3,302	3,863	43,048	46,350	93%
	Totals	86,340	114,468	86,340	114,468	1,287,277	1,373,617	94%

Parks Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-2200	Horse Paddock Rental	-	-	-	-	-	-	0%
01-0015-2300	Picnic Shelter	-	8	-	8	100	100	0%
01-0015-2400	Aberfoyle/Morriston Ball Park/ Morriston Meadows	-	83	-	83	1,000	1,000	100%
01-0015-2500	Sports Facility User Fees	-	980	-	980	11,765	11,765	100%
	Totals	-	1,072	-	1,072	12,865	12,865	100%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0110-4000	FT Wages - Parks	-	2,083	-	2,083	24,992	24,992	0%
01-0110-4001	PT Wages - Parks	-	510	-	510	6,120	6,120	100%
01-0110-4002	OT Wages - Parks	-	-	-	-	-	-	0%
01-0110-4100	FT Benefits - Parks	-	198	-	198	2,379	2,379	100%
01-0110-4101	PT Benefits - Parks	-	45	-	45	537	537	100%
01-0110-4103	WSIB	-	75	-	75	896	896	100%
01-0110-4203	Fuel	-	183	-	183	2,200	2,200	100%
01-0110-4204	Water Protection	-	167	-	167	2,000	2,000	0%
01-0110-4205	Equipment Maintenance and Supplies	-	375	-	375	4,500	4,500	100%
01-0110-4220	Vehicle Maintenance	-	42	-	42	500	500	100%
01-0110-4222	Outdoor Maintenance	-	833	-	833	10,000	10,000	100%
01-0110-4223	Equipment Lease	-	-	-	-	-	-	#DIV/0!
01-0110-4308	Mileage	-	42	-	42	500	500	100%
01-0110-4316	Advertising	-	13	-	13	150	150	100%
01-0110-4320	Contract Services	-	1,725	-	1,725	20,700	20,700	100%
	Totals	-	6,290	-	6,290	75,474	75,474	100%

ORC Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-2600	Ice Rental - Prime	21,161	3,167	21,161	3,167	16,839	38,000	44%
01-0015-2700	Ice Rental - Non-Prime	585	167	585	167	1,415	2,000	71%
01-0015-2800	Arena Summer Rentals	-	1,833	-	1,833	22,000	22,000	100%
01-0015-2900	Gymnasium Rental	2,704	1,000	2,704	1,000	9,296	12,000	77%
01-0015-3000	Rink Board and Ball Diamond Advertising	-	29	-	29	350	350	0%
01-0015-3100	ORC Drink Machine	80	108	80	108	1,220	1,300	94%
01-0015-3735	Other Recoveries	-	42	-	42	500	500	0%
	Totals	24,530	6,346	24,530	6,346	51,620	76,150	68%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0080-4000	FT Wages - ORC	4,666	4,687	4,666	4,687	51,578	56,244	92%
01-0080-4001	PT Wages - ORC	2,480	2,126	2,480	2,126	23,027	25,507	90%
01-0080-4002	OT Wages - ORC	-	100	-	100	1,200	1,200	100%
01-0080-4100	FT Benefits - ORC	902	830	902	830	9,054	9,956	91%
01-0080-4101	PT Benefits - ORC	160	187	160	187	2,079	2,239	93%
01-0080-4102	Manulife Benefits	612	612	612	612	6,734	7,346	92%
01-0080-4103	WSIB	232	199	232	199	2,157	2,389	90%
01-0080-4200	Office Supplies	5	25	5	25	295	300	98%
01-0080-4201	Hydro	-	1,827	-	1,827	21,930	21,930	100%
01-0080-4202	Heat	1,034	475	1,034	475	4,671	5,705	82%
01-0080-4203	Fuel	337	255	337	255	2,723	3,060	89%
01-0080-4204	Water Protection	15	67	15	67	785	800	98%
01-0080-4205	Equipment Maintenance & Supplies	258	1,083	258	1,083	12,742	13,000	98%
01-0080-4208	Signage	-	17	-	17	200	200	100%
01-0080-4215	Bldg-Cleaning, Maint,Supplies Interior	147	833	147	833	9,853	10,000	99%
01-0080-4216	Drink Machine Supplies	87	42	87	42	413	500	0%
01-0080-4217	Waste Removal	-	50	-	50	600	600	100%
01-0080-4222	Bldg-Cleaning, Maint,Supplies Exterior	-	833	-	833	10,000	10,000	100%

ORC Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0080-4302	Communication(phone, fax, intern)	188	195	188	195	2,152	2,340	92%
01-0080-4305	Professional Fees - Engineering	-	583	-	583	7,000	7,000	100%
01-0080-4308	Mileage	-	42	-	42	500	500	100%
01-0080-4309	Professional Development	-	125	-	125	1,500	1,500	100%
01-0080-4311	Membership and Subscription Fees	-	13	-	13	150	150	100%
01-0080-4312	Employee Travel - Meals	-	13	-	13	150	150	100%
01-0080-4315	Insurance	-	1,287	-	1,287	15,445	15,445	100%
01-0080-4316	Advertising	-	42	-	42	500	500	100%
01-0080-4320	Contract Services	-	29	-	29	350	350	0%
01-0080-4321	Clothing Safety Allowance	-	13	-	13	150	150	0%
	Totals	11,123	16,588	11,123	16,588	187,937	199,060	94%

PCC Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-3110	Archie MacRobbie Hall - Prime	1,916	1,342	1,916	1,342	14,184	16,100	88%
01-0015-3115	Archie MacRobbie Hall - Non-Prime	1,010	642	1,010	642	6,690	7,700	87%
01-0015-3130	Alf Hales Room	1,547	358	1,547	358	2,753	4,300	64%
01-0015-3160	Licensed Events Using Patio	-	50	-	50	600	600	100%
01-0015-3170	Commercial Rentals	-	63	-	63	750	750	100%
01-0015-3180	Bartenders	575	733	575	733	8,225	8,800	93%
01-0015-3190	Pop, Glasses, & Ice	-	233	-	233	2,800	2,800	100%
01-0015-3200	Kitchen Facilities	210	283	210	283	3,190	3,400	94%
01-0015-3220	Advertising Sign	-	17	-	17	200	200	100%
01-0015-3736	Other Recoveries	-	100	-	100	1,200	1,200	0%
01-0015-5250	Recreation Conditional Grants	-	431	-	431	5,167	5,167	100%
	Totals	5,258	4,251	5,258	4,251	45,759	51,017	90%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0070-4000	FT Wages - Recreation	3,628	4,101	3,628	4,101	45,585	49,213	93%
01-0070-4001	PT Wages - Recreation	1,302	2,917	1,302	2,917	33,698	35,000	96%
01-0070-4002	OT Wages - Recreation	103	34	103	34	307	410	75%
01-0070-4100	FT Benefits - Recreation	331	395	331	395	4,411	4,742	93%
01-0070-4101	PT Benefits - Recreation	84	256	84	256	2,989	3,073	97%
01-0070-4102	Manulife Benefits - Recreation	897	897	897	897	9,864	10,761	92%
01-0070-4103	WSIB	212	203	212	203	2,225	2,437	91%
01-0070-4180	Structural Audit	-	-	-	-	-	-	#DIV/0!
01-0070-4200	Office Supplies	-	25	-	25	300	300	100%
01-0070-4201	Hydro	1,948	1,843	1,948	1,843	20,172	22,120	91%
01-0070-4202	Heat	567	273	567	273	2,703	3,270	83%
01-0070-4203	Fuel	-	42	-	42	500	500	100%
01-0070-4204	Water Protection	170	425	170	425	4,930	5,100	97%

PCC Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0070-4215	Bldg-Cleaning, Maint,Supplies Interior	39	1,667	39	1,667	19,961	20,000	100%
01-0070-4216	Kitchen Supplies and Equipment	463	417	463	417	4,537	5,000	91%
01-0070-4217	Waste Removal	-	200	-	200	2,400	2,400	100%
01-0070-4222	Outdoor Maintenance of Building	-	267	-	267	3,200	3,200	100%
01-0070-4302	Communication(phone, fax, intern)	249	250	249	250	2,751	3,000	92%
01-0070-4308	Mileage	-	21	-	21	250	250	100%
01-0070-4309	Professional Development	-	63	-	63	750	750	100%
01-0070-4311	Membership and Subscription Fees	-	19	-	19	225	225	100%
01-0070-4312	Employee Travel - Meals	-	13	-	13	150	150	100%
01-0070-4313	Employee Travel - Accomodations	-	38	-	38	450	450	100%
01-0070-4315	Insurance	-	1,439	-	1,439	17,267	17,267	100%
01-0070-4316	Advertising	-	292	-	292	3,500	3,500	100%
01-0070-4320	Contract Services	-	421	-	421	5,050	5,050	100%
	Totals	9,993	16,514	9,993	16,514	188,176	198,169	95%

Fire and Rescue Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-3241	Tent or Marquee Permit	-	58	-	58	700	700	100%
01-0015-3230	Open Burning Permit and Inspection	1,560	625	1,560	625	5,940	7,500	79%
01-0015-3235	Burning Permit Violations	-	171	-	171	2,050	2,050	100%
01-0015-3245	Fire Extinguisher Training	-	8	-	8	90	90	100%
01-0015-3260	Fireworks Permits	-	33	-	33	400	400	100%
01-0015-3210	Information/Fire Reports	75	38	75	38	375	450	83%
01-0015-3215	Other Recoveries	-	208	-	208	2,500	2,500	0%
01-0015-3270	Occupancy Load	-	17	-	17	200	200	100%
01-0015-3280	Fire Safety Plan Review	-	30	-	30	360	360	100%
01-0015-3290	Post Fire Watch	-	34	-	34	410	410	100%
01-0015-3300	Boarding up or Barricading	-	-	-	-	-	-	0%
01-0015-3320	Key Boxes	-	8	-	8	100	100	100%
01-0015-3330	Inspections	-	17	-	17	200	200	100%
01-0015-3340	Motor Vehicle Emergency Responses	10,455	4,783	10,455	4,783	46,945	57,400	82%
01-0015-3350	Fire Alarm False Alarm Calls	-	34	-	34	410	410	100%
	Totals	12,090	6,064	12,090	6,064	60,680	72,770	83%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0040-4001	PT Wages - Fire Dept	23,108	29,070	23,108	29,070	325,732	348,840	93%
01-0040-4101	PT Benefits - Fire Dept	874	2,552	874	2,552	29,754	30,628	97%
01-0040-4102	Group Benefits	1,467	1,225	1,467	1,225	13,233	14,700	90%
01-0040-4103	WSIB	838	859	838	859	9,468	10,306	92%
01-0040-4200	Office Supplies	195	392	195	392	4,505	4,700	96%
01-0040-4201	Hydro	516	404	516	404	4,329	4,845	89%
01-0040-4202	Heat	286	80	286	80	669	955	70%
01-0040-4203	Fuel	-	922	-	922	11,065	11,065	100%
01-0040-4204	Water Protection	20	13	20	13	140	160	88%
01-0040-4205	Equipment Maintenance & Supplies	1,107	1,508	1,107	1,508	16,993	18,100	94%
01-0040-4206	Oxygen & Medical Supplies	185	258	185	258	2,915	3,100	94%

Fire and Rescue Financial Report - 2015-01

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0040-4207	Public Education	-	317	-	317	3,800	3,800	100%
01-0040-4215	Cleaning, Maint & supplies for Bldg	33	842	33	842	10,067	10,100	100%
01-0040-4216	Kitchen Supplies and Equipment	-	100	-	100	1,200	1,200	100%
01-0040-4217	Waste Removal	-	33	-	33	400	400	100%
01-0040-4220	Vehicle Maintenance	333	2,083	333	2,083	24,667	25,000	99%
01-0040-4302	Communication(phone, fax, intern)	386	1,058	386	1,058	12,314	12,700	97%
01-0040-4308	Mileage	175	625	175	625	7,325	7,500	98%
01-0040-4309	Professional Development	165	1,583	165	1,583	18,835	19,000	99%
01-0040-4311	Membership and Subscription Fees	626	230	626	230	2,130	2,756	77%
01-0040-4312	Employee Travel - Meals	-	58	-	58	700	700	100%
01-0040-4313	Employee Travel - Accomodations	-	200	-	200	2,400	2,400	100%
01-0040-4315	Insurance	-	1,084	-	1,084	13,010	13,010	100%
01-0040-4316	Advertising	-	104	-	104	1,250	1,250	100%
01-0040-4319	Permits	-	44	-	44	525	525	100%
01-0040-4320	Contract Services	763	2,133	763	2,133	24,837	25,600	97%
01-0040-4321	Clothing, Safety Allowance	475	2,562	475	2,562	30,265	30,740	98%
	Totals	31,552	50,340	31,552	50,340	572,529	604,081	95%

Library Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0010-4224	Library Costs Recovered from County	-	172	-	172	2,060	2,060	100%
Totals		-	172	-	172	2,060	2,060	100%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0010-4221	Library Rent for Historical society	-	376	-	376	4,510	4,510	100%
01-0010-4223	Library Water Monitoring	129	146	129	146	1,621	1,750	93%
Totals		129	522	129	522	6,131	6,260	98%

Badenoch Financial Report - 2015-01

REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-3741	Badenoch Rental Revenue	10	1	10	1	-	10	0%
	Totals	10	1	10	1	-	10	0%

EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0150-4200	Interior Maintenance Costs	-	438	-	438	5,250	5,250	100%
01-0150-4204	Water Protection	-	5	-	5	65	65	100%
01-0150-4320	Contract Services	-	13	-	13	150	150	100%
01-0150-4325	Badenoch Comm Ctr Grant	-	83	-	83	1,000	1,000	100%
	Totals	-	539	-	539	6,465	6,465	100%

Committees Financial Report - 2015-01

EXPENDITURES

Recreation Committee

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0075-4001	Per Diems	-	348.33	-	348	4,180	4,180	100%
01-0075-4309	Professional Development	-	83	-	83	1,000	1,000	100%
	Totals	-	432	-	432	5,180	5,180	100%

Heritage Committee

01-0050-4001	Per Diems	-	149	-	149	1,790	1,790	100%
01-0050-4200	Office Supplies & Equipment	-	21	-	21	250	250	100%
01-0050-4308	Mileage	-	4	-	4	50	50	100%
01-0050-4309	Professional Development	-	83	-	83	1,000	1,000	100%
	Totals	-	258	-	258	3,090	3,090	100%

Planning and Development Advisory Committee

01-0060-4001	PT Wages	-	348	-	348	4,180	4,180	100%
01-0060-4308	Mileage	-	13	-	13	150	150	100%
01-0060-4309	Professional Development	-	208	-	208	2,500	2,500	100%
	Totals	-	569	-	569	6,830	6,830	100%

Revenues Financial Report - 2015-01

8.2(g)(vi)

Total Revenues

Department	Curr Mnth Actual Operating Revenues	Curr Mnth Budget Operating Revenues	YTD Actual Operating Revenues	YTD Budget Operating Revenues	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
Corporate	128,891	84,757	128,891	84,757	888,195	1,017,086	87%
Administration	30	259	30	259	3,080	3,110	99%
Elections	-	-	-	-	-	-	0%
Finance	2,268	2,017	2,268	2,017	21,932	24,200	91%
Building	22,796	23,283	22,796	23,283	256,604	279,400	92%
Source Water Protection	15,000	1,250	15,000	1,250	-	15,000	0%
Planning & Development	75	6,333	75	6,333	75,925	76,000	100%
By-law	2,205	2,704	2,205	2,704	30,245	32,450	93%
Public Works	225	253	225	253	2,805	3,030	93%
Parks	-	1,072	-	1,072	12,865	12,865	100%
Optimist Recreation Centre	24,530	6,346	24,530	6,346	51,620	76,150	68%
Puslinch Community Centre	5,258	4,251	5,258	4,251	45,759	51,017	90%
Fire and Rescue	12,090	6,064	12,090	6,064	60,680	72,770	83%
Library	-	172	-	172	2,060	2,060	100%
Badenoch	10	1	10	1	-	10	0%
Committee	-	-	-	-	-	-	0%
Totals	213,378	138,762	213,378	138,762	1,451,770	1,665,148	87%

Total Contributions from Working Reserves

Department	Curr Mnth Actual Operating Revenues	Curr Mnth Budget Operating Revenues	YTD Actual Operating Revenues	YTD Budget Operating Revenues	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
Administration	-	13,639	-	13,639	163,662	163,662	0%
Building Surplus Reserve Fund	-	7,021	-	7,021	84,248	84,248	100%
Source Water Protection	-	2,018	-	2,018	24,215	24,215	100%
Public Works	-	7,083	-	7,083	85,000	85,000	100%
Totals	-	29,760	-	29,760	357,125	357,125	100%

Expenses Financial Report - 2015-01

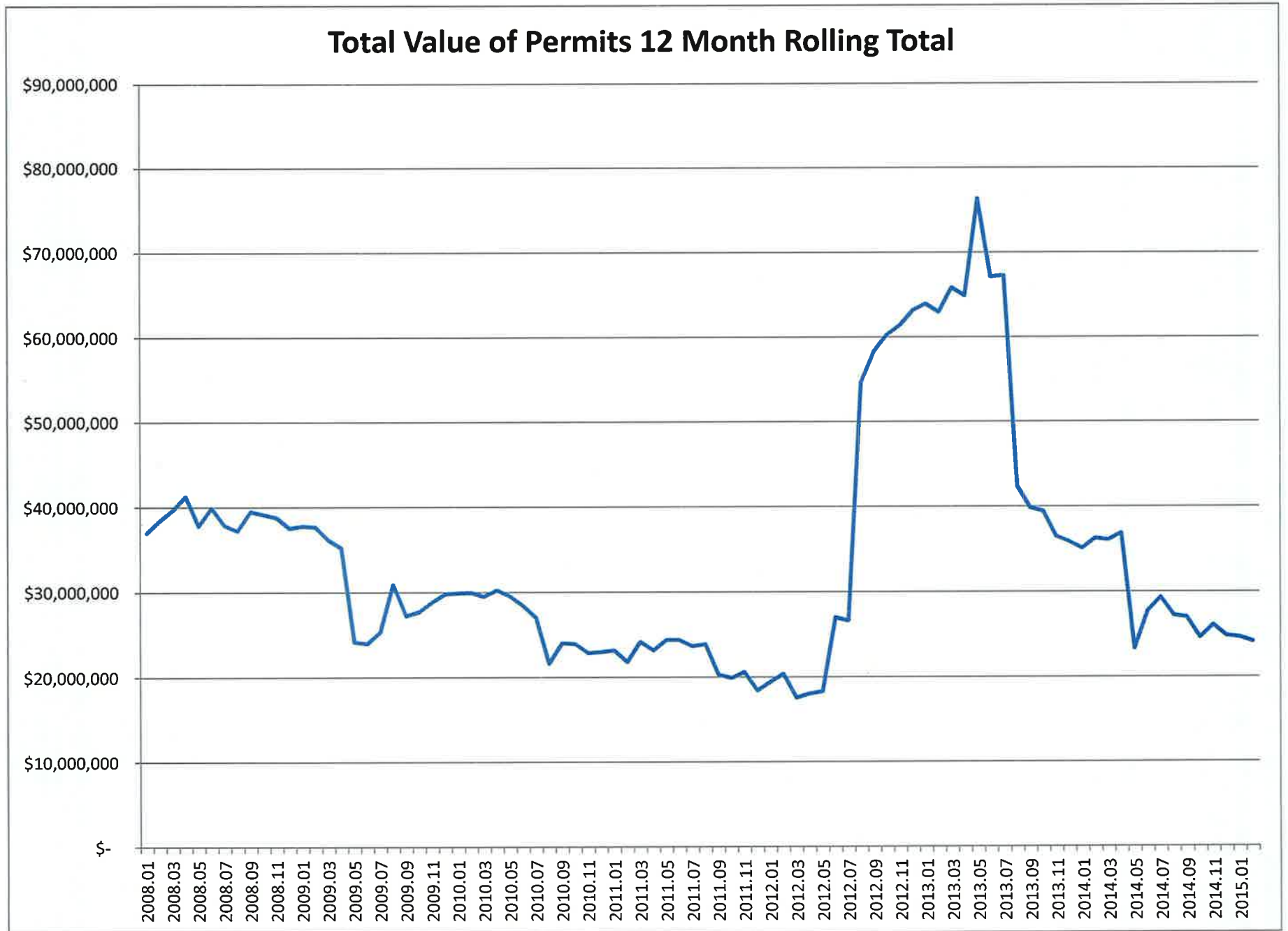
Department	Curr Mnth Actual Operating Expenditures	Curr Mnth Budget Operating Expenditures	YTD Actual Operating Expenditures	YTD Budget Operating Expenditures	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
Corporate	3,756	30,688	3,756	30,688	364,494	368,250	99%
Administration	33,344	39,203	33,344	39,203	437,097	470,441	93%
Council	9,118	10,359	9,118	10,359	115,187	124,305	93%
Elections	-	1,292	-	1,292	15,500	15,500	100%
Finance	32,611	48,967	32,611	48,967	554,990	587,601	94%
Building	25,089	30,304	25,089	30,304	338,559	363,648	93%
Source Water Protection	-	3,268	-	3,268	39,215	39,215	100%
Planning & Development	8,329	10,772	8,329	10,772	120,935	129,264	94%
By-law	3,365	6,910	3,365	6,910	79,560	82,925	96%
Public Works	86,340	114,468	86,340	114,468	1,287,277	1,373,617	94%
Parks	-	6,290	-	6,290	75,474	75,474	100%
Optimist Recreation Centre	11,123	16,588	11,123	16,588	187,937	199,060	94%
Puslinch Community Centre	9,993	16,514	9,993	16,514	188,176	198,169	95%
Fire and Rescue	31,552	50,340	31,552	50,340	572,529	604,081	95%
Library	129	522	129	522	6,131	6,260	98%
Badenoch	-	539	-	539	6,465	6,465	100%
Committee	-	1,258	-	1,258	15,100	15,100	100%
Totals	254,749	388,281	254,749	388,281	4,404,626	4,659,375	95%

8.4(a)

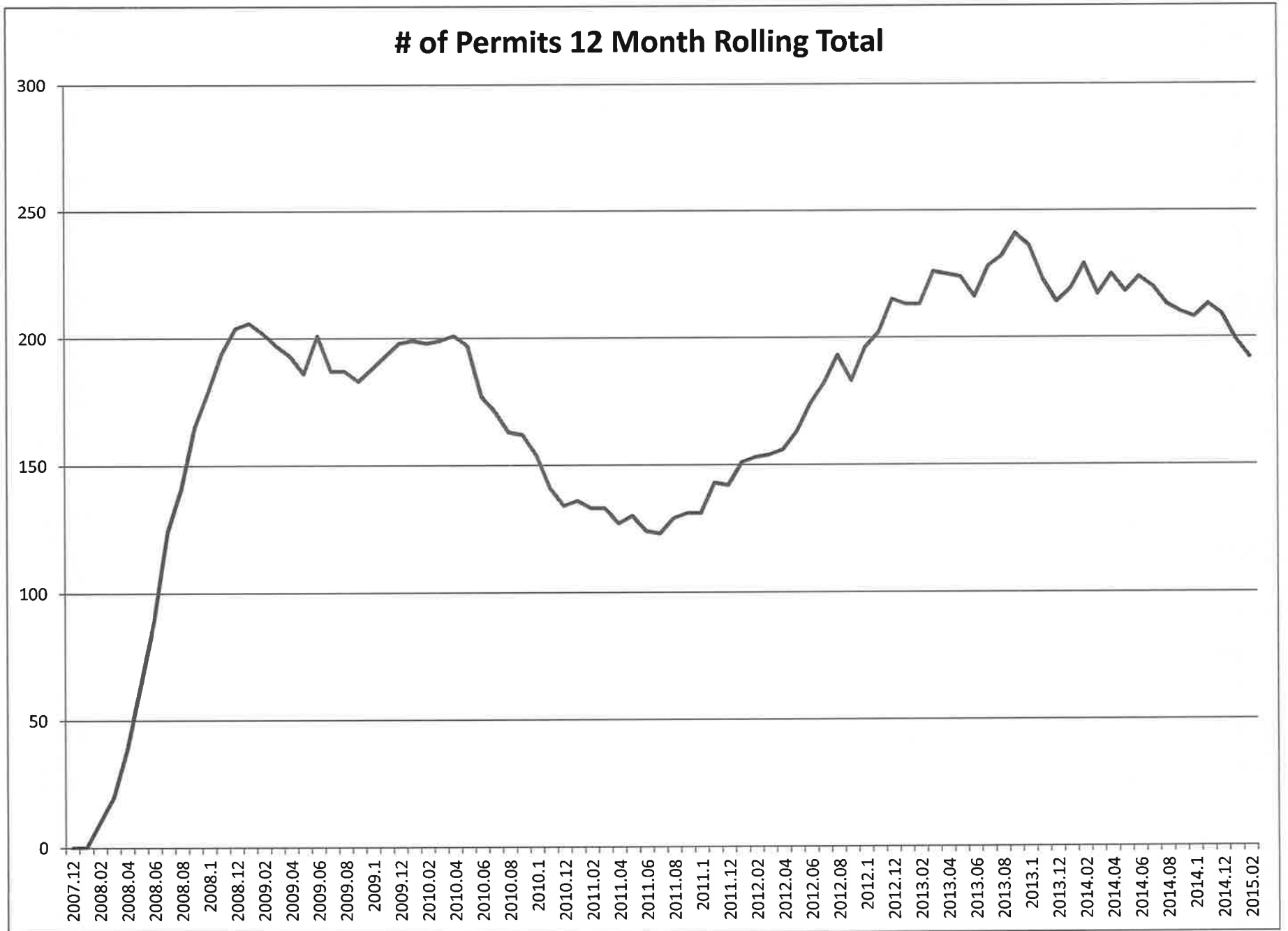
2015 BUILDING REPORT

	<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	\$1,574,900.00	\$1,069,000.00	\$16,728.10	\$12,381.00	68%	7
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		\$2,424,000.00		\$26,348.00		14
2014 COMPARISON		\$3,102,400.00		\$34,455.10		31
Total % CHANGE		78%		76%		45%

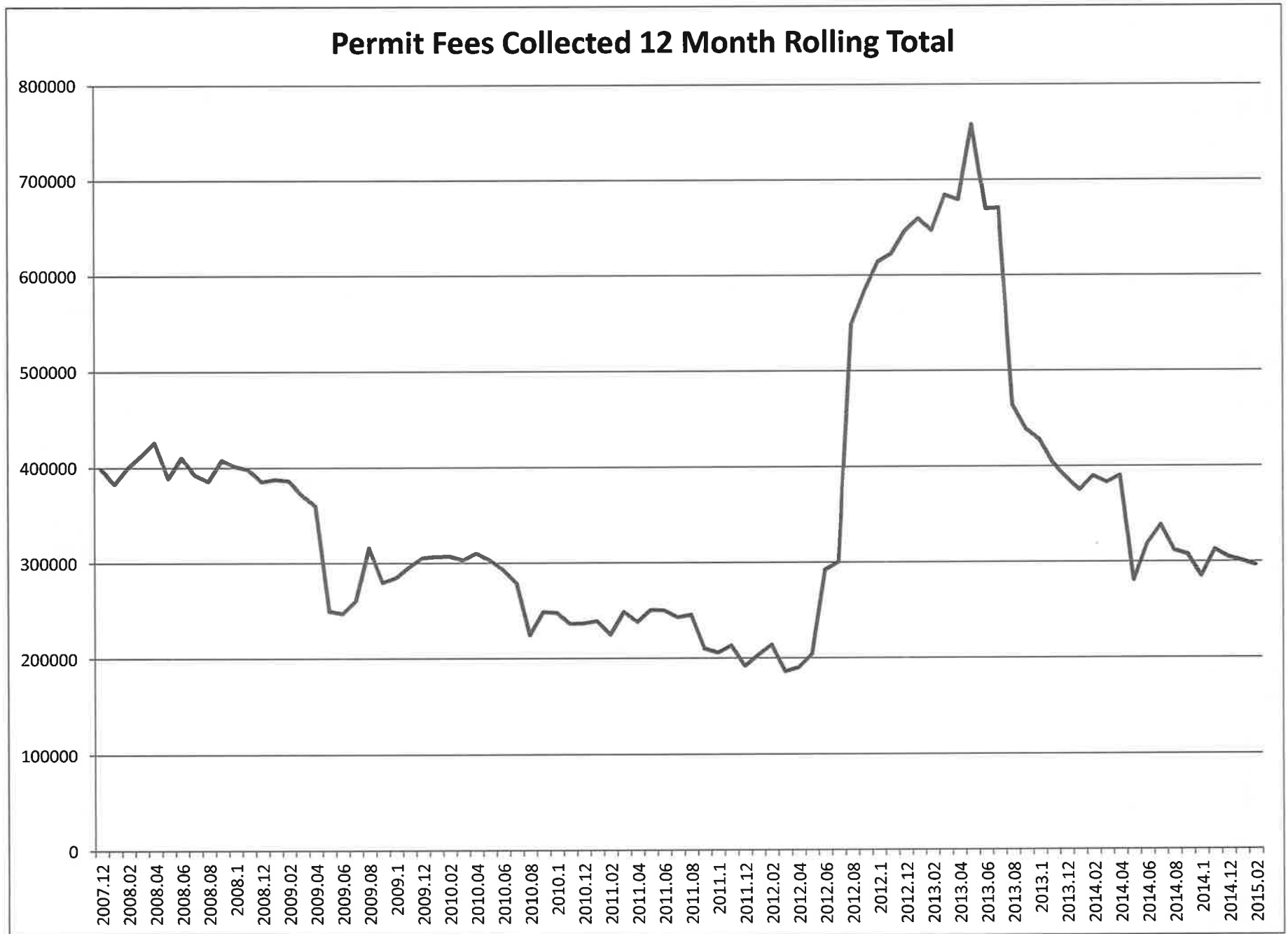
Note: The Graphs Below only Include Septic Permits in 2012 and beyond



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-2015-006

TO: Mayor and Members of Council

FROM: Kelly Patzer, Development Coordinator

SUBJECT: Agreement with R&C Holdings Inc. and 2120826 Ontario Ltd. - Part Lot 20, Concession 7

FILE: L04/R&C

RECOMMENDATIONS

That Report PD-2015-006 regarding the Agreement with R&C Holdings Inc. and 2120826 Ontario Ltd. – Part Lot 20, Concession 7, be received; and

That Council enact a By-law to authorize the entering into of an Agreement with R&C Holdings Inc. and 2120826 Ontario Ltd.

DISCUSSION

Purpose:

The purpose of this Report is to obtain authorization from Council to enter into an Agreement with R&C Holdings Inc. and 2120826 Ontario Ltd. in order to clear three conditions of consent for County of Wellington Planning & Land Division Committee Consent Application B32/14 (Township file D10/R&C), in a manner that is satisfactory to the Township.

Background:

On June 4, 2014, the County of Wellington Planning & Land Division Committee issued Notice of Approval with Conditions under Section 53(14) of the Ontario Planning Act for consent application No. B32/14, where lands owned by R & C Holdings Inc. located at Part Lot 20, Concession 7, municipally known as 0 Wellington Road 34 are being severed and merged to lands owned by 2120826 Ontario Ltd located at Part Lot 20, Concession 7, municipally known as 20 Brock Road N .

The following three conditions of approval required by the Township are being addressed in the agreement in order to proceed with consent final approval:

9. THAT the Owner enters into an agreement with the Township to provide a written submission of a septic evaluation, prior to a building permit for the proposed warehouse addition on the proposed merged lot to the satisfaction of

the Township of Puslinch (providing certification that existing and future requirements will be met through OBC or an ECA from the Ministry of Environment;

10. THAT compliance with the terms and conditions of current Site Plan Agreement (Registered Instrument No. WC224163) be addressed to the satisfaction of the Township of Puslinch;

11. THAT the Owner enter into and register a new site plan agreement to the satisfaction of the Township on the consolidated parcel.

As a result of discussions between the applicant and staff, it was determined that the intent and fulfilling of the three conditions is appropriately facilitated through an agreement to be registered on title against the Lands (**see Schedule 'A'**).

Once the agreement is registered the Township will proceed with the clearing of conditions No. 9, 10 and 11 of County of Wellington Planning & Land Division Committee Consent Application B32/14.

Financial Implications

None - all costs of registration and removal of the agreement will be borne by the applicant.

Applicable Legislation and Requirements

Municipal Act, S.O. 2001, C. 25

SCHEDULE 'A' – REPORT PD-2015-006

AGREEMENT

THIS AGREEMENT made this ____ day of _____, 2015

BETWEEN:

**R & C HOLDINGS INC.
And
2120826 Ontario Limited
(the "Owner")**

OF THE FIRST PART

- and -

**THE TOWNSHIP OF PUSLINCH
(the "Township")**

OF THE SECOND PART

WHEREAS the Owner is the registered owner of the lands described as Part Lot 20, Concession 7, in the Township of Puslinch, County of Wellington as outlined in red on Schedule '1' (hereinafter referred to as the "**Lands**");

AND WHEREAS the Owner has received approval of an Official Plan Amendment, Zoning By-law Amendment and Consent Application B32/14 for a lot boundary adjustment;

AND WHEREAS the Township, pursuant to the conditions imposed by the Planning and Land Division Committee of the County of Wellington, requires the Owner to enter into certain covenants respecting the consent application;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of this agreement, the parties covenant and agree as follows:

- 1) That the Owner shall provide a written submission of a septic evaluation prior to a building permit for the proposed warehouse addition on the Lands being issued, to the satisfaction of the Township of Puslinch (providing certification from a Professional Engineer that the existing and future requirements will be met through Ontario Building Code or an Environmental Compliance Approval from Ministry of Environment and Climate Change); and,
- 2) That the Owner shall address the matter of the location of the existing fire hydrant on the Lands identified as "Parcel 'A'" on Schedule '1' to a new location approved by the Township, by applying for and obtaining site plan approval and

by entering into a site plan agreement on the Lands for the proposed building addition by December 31, 2015.

- 3) This Agreement shall enure to and be binding upon the parties hereto and their respective successors and assigns.
- 4) The Owner agrees that this Agreement shall be registered on title against the Lands at the Owner's expense.
- 5) The Township shall release the Owner from all obligations of this Agreement and shall consent to and execute a discharge of this Agreement, to be prepared and registered by the Owner at the Owner's sole cost and expense, upon request of the Owner and subject to the Township being satisfied that the obligations of this Agreement have been satisfied.

IN WITNESS WHEREOF the parties hereto have executed this Agreement.

R & C HOLDINGS INC. AND
2120826 Ontario Ltd.
Per:

Witness:

Name:
Position:

I have authority to bind the Corporation.

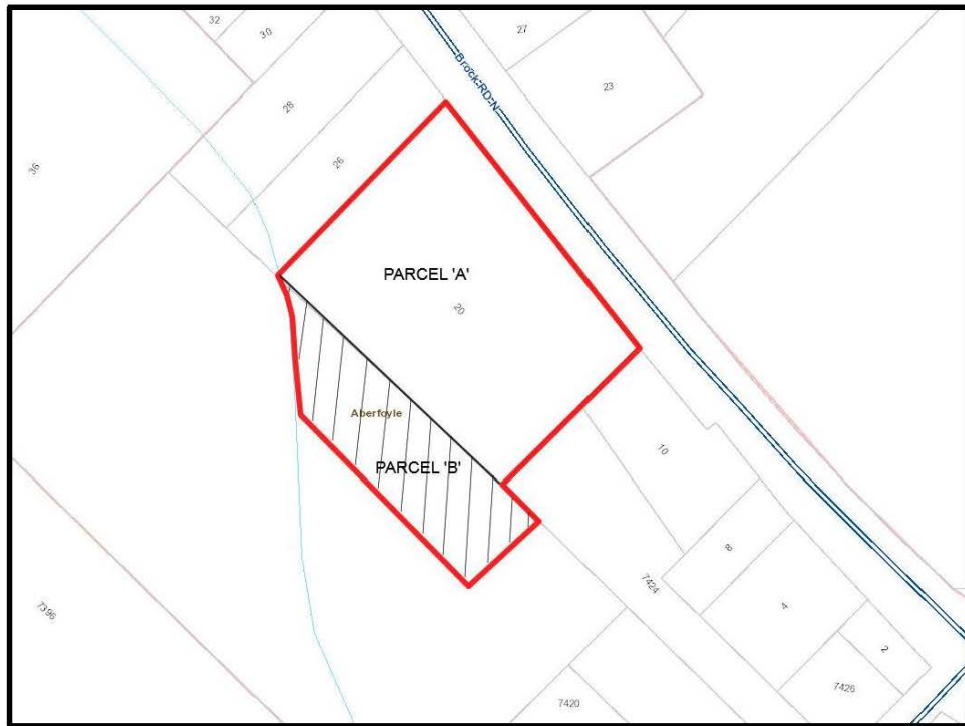
THE CORPORATION OF THE
TOWNSHIP OF PUSLINCH
Per:

DENNIS LEVER, MAYOR

KAREN LANDRY, CAO/CLERK

We have authority to bind the Corporation.

Schedule '1'



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2015-XX

Being a by-law to authorize the entering into an Agreement with R&C Holdings Inc. and 2120826 Ontario Ltd.

WHEREAS the Municipal Act, S.O. 2001, c. 25 authorizes a municipality to enter into Agreements; and

WHEREAS the Council for the Corporation of the Township of Puslinch wishes to enter into an Agreement with R&C Holdings Inc. and 2120826 Ontario Ltd. in order to clear three (3) conditions of consent for the County of Wellington Planning & Land Division Committee Consent Application B32/14 (Township file D10/R&C).

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

1. That the Corporation of the Township of Puslinch enter into an Agreement with R&C Holdings Inc. and 2120826 Ontario Ltd. in order to clear three (3) conditions of consent for County of Wellington Planning & Land Division Committee Consent Application B32/14 and any other documents necessary to carry out the terms of the Agreement; and
2. That the Mayor and Clerk are hereby authorized to execute the Agreement.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 18th DAY OF MARCH, 2015.

Dennis Lever, Mayor

Karen M. Landry, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER XXX/15

A by-law to authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2015.

WHEREAS in accordance with Section 407 of the Municipal Act, S.O. 2001, c. 25 as amended, the Corporation of the Township of Puslinch ("Township") considers it necessary to have authorization in place in the event that temporary borrowing is required to meet current expenditures for the year 2015 until taxes are collected; and

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Ontario Municipal Board, is limited by Section 407 of the Municipal Act, 2001, S.O. 2001, c.25, as amended; and

WHEREAS the total amount previously borrowed by the Township pursuant to Section 407 that has not been repaid is NIL.

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

1. That the Mayor and Treasurer be and the same are hereby authorized on behalf of the Township to borrow from time to time by way of a promissory note from THE TORONTO DOMINION BANK ("TD") a sum or sums not exceeding in the aggregate of \$1,500,000.00 to meet, until taxes are collected, the current expenditures of the Township for the year as permitted by Section 407 of the Municipal Act and to give to TD promissory notes, sealed with the Township's corporate seal and signed by the Mayor and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with TD.
2. That the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed,
 - a) from January 1 to September 30 in the year, 50 percent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and
 - b) from October 1 to December 31 in the year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year.
3. For purposes of this by-law the estimated revenues referred to in section 2 do not include revenues derivable or derived from: a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
4. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Township for the current year and when this revenue is received.

5. The Treasurer is authorized and directed to apply in payment for all sums borrowed plus interest, all of the monies collected or received on account in respect of taxes levied for the current year or from any other source which may lawfully be applied for this purpose.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
18th DAY OF MARCH, 2015.**

Dennis Lever, Mayor

Karen M. Landry, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NO. XX/15

A by-law to appoint members to the Badenoch Community Centre Committee and repeal By-Laws 27/12 and 8/13.

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 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;

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

1. That the following persons are hereby appointed to the Badenoch Community Centre Committee as follows:

Individual	Term	
Jamie Bousfield, Chair	1 year	January 1, 2015 to January 1, 2016
Ken Tosh, Vice-Chair	3 years	January 1, 2015 to January 1, 2018
Bob Elliott	2 years	January 1, 2015 to January 1, 2017
Jean Aubin	1 year	January 1, 2015 to January 1, 2016
Victoria Bamforth, Secretary/Treasurer	3 years	January 1, 2015 to January 1, 2018
Verna Hanning – Booking Clerk	Not applicable	Not applicable
Joanne Townes – Janitor	Not applicable	Not applicable

or until such time as a successor has been appointed.

2. That the following member of Council is hereby appointed to the Badenoch Community Centre Committee for a term of two years (2) being December 31, 2014 to December 31, 2016, or until such time as a successor has been appointed:

1. Councillor Matthew Bulmer

3. That By-Laws 27/12 and 8/13 are hereby repealed.

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

Dennis Lever, Mayor

Karen Landry, Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2015-XX

Being a by-law to authorize the entering into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing in order to participate in the Ice Storm Assistance Program.

WHEREAS the Municipal Act, S.O. 2001, c. 25 authorizes a municipality to enter into Agreements; and

WHEREAS the Council for the Corporation of the Township of Puslinch wishes to enter into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing in order to participate in the Ice Storm Assistance Program.

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

1. That the Corporation of the Township of Puslinch enter into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing with respect to an agreement for the Ice Storm Assistance Program and any other documents required to effect the Item 8.2(g)(ii) Cheque Register Jan 1 to Jan 31 2015 payment of funds; and
2. That the Mayor and Clerk are hereby authorized to execute the Agreement.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 18th DAY OF MARCH, 2015.

Dennis Lever, Mayor

Karen M. Landry, CAO/Clerk