

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
2015 COUNCIL MEETING

**A G E N D A**

**DATE:** Wednesday, October 7, 2015

**CLOSED MEETING:** 12:00 noon

**REGULAR MEETING:** 1:00 P.M.

**≠ Denotes resolution prepared**

1. Call the Meeting to Order
2. Disclosure of Pecuniary Interest & the General Nature Thereof.
- ≠ 3. Adoption and Receipt of Minutes of the Previous Meeting.
  - (a) Council Meeting – September 16, 2015
  - (b) Closed Council Meeting – September 16, 2015

4. Business Arising Out of the Minutes.

5. **PUBLIC MEETINGS/ SPECIAL MEETINGS**

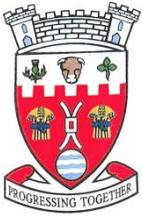
**2016 International Plowing Matching discussions on this matter will occur upon conclusion of all other business items on this Agenda.**

- i. Township of Puslinch Theme
- ii. Inclusion of local business, artists and/or musical talent groups
- iii. Budget for IPM contributions.

6. **COMMUNICATIONS**

≠ 1. **Puslinch Pit – Cox Construction Limited  
6803 Laird Road, Township of Puslinch**

- (a) Memorandum from Aldo Salis, Manager of Development Planning, County of Wellington regarding Vertical Zoning and Proposed Rezoning of Cox Site Township of Puslinch Zoning By-law Amendment File D14/COX Cox Construction Laird Road.
- (b) Revised Site Plan drawings- refer to changes on Page 2 of 3 under Item 22 and Hours of Operation and on Page 3 of 3 under item 16.



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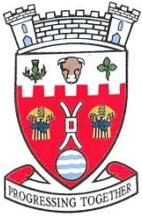
- (c) Email correspondence dated September 25, 2015 from Seanna Richardson, Ministry of Natural Resources and Forestry, Guelph District, acknowledging revisions.

2. **Mini Lakes Mobile Home Community**

- (a) Correspondence from GM Blue Plan Engineering regarding Mini Lakes Wastewater Treatment Plant Effluent Monitoring Report dated September 24, 2015.
- (b) Report from Stantec Consulting Ltd. regarding Mini Lakes Mobile Home Community Quarterly Monitoring Program – 1<sup>st</sup> Quarter 2015 dated May 8, 2015. **\*note a full copy of the report is available for reviewing in the Clerk's office at the Township Offices**
- (c) Correspondence from Harden Environmental Services Ltd. regarding Mini Lakes 1<sup>st</sup> Quarter 2015 – Groundwater Monitoring dated September 22, 2015.

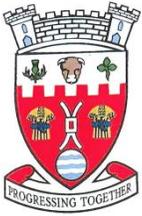
≠ 3. **Liquor Licence Application – 599 Arkell Rd.**

- (a) Alcohol and Gaming Commission of Ontario Agency Letter of Approval dated July 27, 2015.
- (b) Alcohol and Gaming Commission of Ontario – Application for a New Liquor Licence or outdoor areas being added to an existing liquor licence -Municipal Information – The Dirty Apron, 599 Arkell Road dated September 10, 2015.
- (c) Correspondence from AGCO dated September 25, 2015.
- (d) Correspondence from Glenna & Doug Smith regarding Concern over Liquor Sales Licence dated September 21, 2015
- (e) Correspondence from The Dirty Apron Ltd. to The Arkell/Puslinch Community dated September 30, 2015



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4. **University of Guelph**  
**Mill Creek Pit - Licence #5738**  
**Lots 21-24, Conc. 2 - 7115 Concession 2**
  - (a) Correspondence from Dufferin Aggregates regarding July 2015 monitoring report dated August 13, 2015.  
  
**Mr. Stan Denhoed, Harden Environmental Services Ltd. has reviewed the report and is satisfied with the July 2015 monitoring report.**
5. **Morrison Streetscape Project**
  - (a) Ministry of Transportation Encroachment Permit – Morrison Community Streetscape Improvements – Tree and Shrub planting (Phase 1) dated September 18, 2015 with attachments.
6. **2016 Municipal Insurance Program**
  - (a) Frank Cowan Company 2016 Municipal Insurance Program Renewal Report for the Policy Term February 1, 2016 to February 1, 2017.
7. **Cox Construction Ltd.**  
**2015 Licensees Compliance Assessment Reports – Aggregate Resources Act**
  - (a) Licence #624889 – 6795 Laird Rd.
  - (b) Licence # 5710 – 6795 Laird Rd.
  - (c) Licence #20212 -6696 Forestell Rd.
  - (d) Licence 20749 (Nigro)
8. **Highway #6 – Morrison**
  - (a) Correspondence from Bill Knetsch regarding Highway #6 Morrison Ontario dated September 24, 2015.
- ≠ 9. **Intergovernmental Affairs**
  - (a) Various correspondence for review.



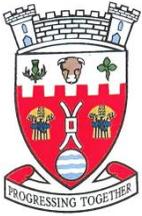
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7. **DELEGATIONS/PRESENTATIONS**

- ≠ 1. 1:05 p.m. - Julio D'Antonio, Jeffrey & Spence Ltd. and Steven Smith, Frank Cowan Company – Presentation – 2016 Municipal Insurance Program.  
**\*See Agenda Item 6.6(a)**
- ≠ 2. 1:30 p.m. - Mr. Stephen Goyda, regarding The Dirty Apron, 599 Arkell Road. **\*see Agenda Items 6.3**

8. **REPORTS**

1. **Puslinch Fire and Rescue Services**
- None.
2. **Finance Department**
- ≠ (a) Financial Reports – August 2015
- i. Financial Report as of August 31, 2015
  - ii. Cheque Register – August 1 to August 31, 2015
  - iii. Financial Report By Department – August 2015
  - iv. Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – August 2015
- ≠ (b) Applications for Cancellation, Reduction or Refund of Taxes re: Chapter 25, Section 357, 358, the Municipal Act, S.O., 2001.
3. **Administration Department**
- ≠ (a) Report ADM-2015-015 – Revised 2015-2016 Council/Budget Meeting Schedule
- ≠ (b) Report ADM-2015-016 – 2018 Municipal Election – Vote Counting Equipment
4. **Planning and Building Department**
- ≠ (a) Report PD-2015-024 – Site Plan Agreement – 1471352 Ontario Inc., property described as Plan 684, Part Lot 12, RP 61R4192, Parts 1 & 3, municipally known as 38 Winer Road, Township of Puslinch.



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5. **Roads & Parks Department**

None.

6. **Recreation Department**

None.

7. **Mayor's Updates**

None.

9. **NOTICES OF MOTION**

≠ (a) Councillor Stokley – Bill 100 Support Ontario Trails Act

≠ (b) Councillor Bulmer - Amendment to the Township's Site Plan Control By-law 16/08

≠ 10. **COMMITTEE MINUTES**

(a) Planning and Development Advisory Committee- August 11, 2015

(b) Committee of Adjustment – August 11, 2015

(c) Recreation Committee Meeting – July 21, 2015

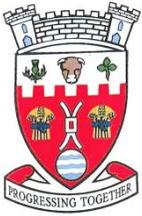
11. **MUNICIPAL ANNOUNCEMENTS**

12. **UNFINISHED BUSINESS**

13. **CLOSED ITEMS**

(a) 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 – Reid – 7827 Wellington Rd. 36

(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.



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- (c) Confidential Report from Julio D' Antonio, Jeffrey and Spence Insurance and Steven Smith, Frank Cowan Company, 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 – Insurance Claim Matters.

≠ 14.

**BY-LAWS**

- (a) A by-law to amend Zoning By-Law 19/95 (Cox Construction ) Part Lot 13, Concession 4, Puslinch- **Resolution No. 2015-341**
- (b) A by-law to authorize the entering into of a Site Plan Agreement with 1471352 Ontario Inc.

≠ 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, September 16, 2015

**TIME:** 6:30 P.M.

The September 16, 2015 Regular Council Meeting was held on the above date and called to order at 6:30 p.m. in the Council Chambers, Aberfoyle.

### **1. ATTENDANCE:**

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

### **STAFF IN ATTENDANCE:**

1. Donna Tremblay, Deputy Clerk
2. Karen Landry, CAO/Clerk
3. Mary Hasan, Director of Finance/Treasurer
4. Paul Creamer, Acting Director of Finance/Treasurer
5. Steve Goode, Fire Chief

### **OTHERS IN ATTENDANCE**

1. Rob Stovel
2. Andrew Pentney
3. Chris Scullian
4. Regan Cox
5. Kathy White
6. Doug Smith
7. Kyle Davis
8. Dave & Dorothy Short
9. Karen Lever
10. Jeremy Devries
11. Dennis Lea

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

None.

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

- (a) Council Meeting – September 2, 2015
- (b) Closed Council Meeting – September 2, 2015

Councillor Fielding provided clarification that with respect to item 2 – Disclosure of Pecuniary Interest, her family member has business dealings with a “principal” of DRS.

**Resolution No. 2015-340:** Moved by Councillor Roth and  
Seconded by Councillor Fielding

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

- (a) Council Meeting – September 2, 2015, as amended
- (b) Closed Council Meeting – September 2, 2015

**CARRIED**



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

None.

5. **PUBLIC MEETINGS:**

**\*note this Public meeting will be held on Thursday, September 17, 2015 at 7:00 p.m. at the Puslinch Community Centre - 23 Brock Road South**

- (a) Notice of Public Meeting – Proposed 2016 User Fees and Charges By-Law/Proposed Grant Application Policy and Fee Reduction/Waiver Policy.

6. **COMMUNICATIONS:**

1. **Puslinch Pit – Cox Construction Limited  
6803 Laird Road, Township of Puslinch**

- (a) Correspondence from County of Wellington Planning and Development Department regarding proposed Zoning By-law Amendment – Application #P1/2012 – Part Lot 13, Concession 4, 6803 Laird Road, Township of Puslinch, to permit expansion of an existing aggregate extraction operation Puslinch Pit – Cox Construction Limited dated August 19, 2015.
- (b) Correspondence from County of Wellington Planning and Development Department regarding proposed Zoning By-Law Amendment – D14-Cox (P1/2012) Part of Lot 13, Concession 4, Township of Puslinch, 6803 Laird Road (west of Wellington Road 35) To permit the expansion of an aggregate extraction operation Puslinch Pit – Cox Construction Limited dated October 9, 2013.
- (c) Correspondence from Stovel and Associates Inc. regarding proposed Puslinch Pit Expansion, Part of Lot 3, Concession 4, Township of Puslinch, County of Wellington (Cox Construction Limited) dated June 30, 2015.
- (d) Correspondence from Groundwater Science Corp. regarding Proposed Cox Construction Puslinch Pit Expansion, Meeting with Dave and Dorothy Short dated May 21, 2015.
- (e) Correspondence from Trinity Consultants regarding Cox Construction Limited – Puslinch Pit Expansion – Summary of Air and Noise Assessments Project 157201.0032 dated June 15, 2015.
- (f) Report from Trinity Consultants regarding summary of noise mitigation measures for Puslinch pit expansion, Part of Lot 13, Concession 4, Township of Puslinch, Cox Construction Limited Project 157201.0032 dated May 19, 2015.
- (g) Proposed Aggregate Site Plans.
- (h) Correspondence from Ministry of Natural Resources and Forestry regarding Application for a Category 1, Class A Aggregate Licence (Pit Below Water), Cox Construction Limited, Part Lot 13, Concession 4, Township of Puslinch, County of Wellington dated August 27, 2015.

Councillor Bulmer inquired as to whether a request could be made to limit the depth of extraction.

Mayor Lever inquired as to whether requests could be made of the Applicant to change the processing start times from 6:00 a.m. to 7:00 a.m. as noted in the Site Plan comments.



Mayor Lever inquired as to whether requests could be made of the Applicant to consider revising the comments in the Site Plan that the Applicant shall consult with the Township on any changes to the site plan as well as any changes to the operating hours.

Karen Landry CAO/Clerk advised that requests would be made of the consultant to respond prior to the passing of the zoning by-law with respect to depth extraction and site plan comments.

**Resolution No. 2015-341:** Moved by Councillor Fielding and  
Seconded by Councillor Roth

That Council receive the County of Wellington Planning Committee Report regarding proposed Zoning By-Law Amendment – Application #P1/2012 – Part Lot 13, Concession 4, 6803 Laird Road, Township of Puslinch, to permit expansion of an existing aggregate extraction operation Puslinch Pit – Cox Construction Limited dated August 19, 2015 and the attachments noted in the report; and

That Council enact a by-law to amend By-Law Number 19/85, as amended, by rezoning Part of Lot 13, Concession 4, from Agricultural (A) Zone to the Extractive (EXI) Zone, as specifically outlined in the Revised draft Zoning By-Law Amendment prepared by the County of Wellington dated August 19, 2015.

**CARRIED**

2. **Niska Road Improvements**

(a) Correspondence from Nicole Abouhalka regarding Niska Rd Improvements PIC of September 10, 2015 & Answer of Mr. John Burnside, President of the company R.J. Burnside, Engineering Co. dated September 8, 2015.

3. **2015 Compliance Assessment Reports**

(a) Correspondence from Capital Paving Inc. re: 2015 Compliance Assessment Reports dated August 31, 2015.

**Wellington Pit - Capital Paving Inc.  
6660 Wellington Rd. 34  
Pit Licence Number 20085  
Lots 7 & 8, Concession 3**

(b) 2015 Licence Compliance Assessment Report

**Pit 1 - Capital Paving Inc.  
4459 Concession 7  
Lot 22, Concession 7  
Pit Licence No. 5465**

(c) 2015 Licence Compliance Assessment Report

**Lafarge Canada Inc.  
License Number 5514 (Guelph Plant)  
Pt. Lot 4-9, Pt 7-11  
Concession 1, 2 & 3/ 5&6**

(d) 2014 Licence Compliance Assessment Report

4. **Halton-Hamilton Source Water Committee**

(a) Correspondence from Diane Bloomfield dated August 14, 2015.



- (b) Note this Item appeared as Intergovernmental Item #1 on the September 2, 2015 Council Agenda.

**Resolution No. 2015-342:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the correspondence from Diane Bloomfield, Manager Source Water Protection dated August 14, 2015, and

That Council, re-appoint, Councillor Susan Fielding as the Township of Puslinch's representation on the Halton-Hamilton Source Water Protection Committee, until such time as the amendments regarding Source Protection Committee regulations have been completed.

**CARRIED**

5. **Water Quantity Tier 3**

- (a) Correspondence from Wellington Source Water Protection, Risk Management Office regarding Wellington County Municipal Peer Review Comments Regarding Water Quantity Risk Assessment Report (Tier 3) – City of Guelph and Guelph/Eramosa Township Water Systems dated June 19, 2015, with attached municipal peer review of Harden Environmental Services Ltd. dated June 12, 2015.

6. **Intergovernmental Affairs**

- (a) Various correspondence for review.

**IG Item #2 – AMO Support for Syrian Refugee Crisis**

Council requested that the amount of \$20.00 per Councillor be forwarded to AMO, in support of the Lifeline Syria.

**IG Item #3 – Bill 100 – Supporting Ontario Trails Act**

Council requested that staff prepare a Notice of Motion in support Bill 100 – Supporting Ontario Trails Act for the next meeting of Council.

**Resolution No. 2015-343:** Moved by Councillor Fielding and  
Seconded by Councillor Roth

That the correspondence items listed on the Council Agenda for September 16, 2015 Council meeting be received.

**CARRIED**

7. **DELEGATIONS/PRESENTATIONS**

None.

8. **REPORTS:**

1. **Puslinch Fire and Rescue Services**

- (a) Puslinch Fire and Rescue Services Response Report – July/August 2015.



**Resolution No. 2015-344:** Moved by Councillor Roth and  
Seconded by Councillor Fielding

That Council receive the Puslinch Fire and Rescue Services Response Report for July/August 2015.

**CARRIED**

**2. Finance Department**

(a) Report FIN-2015-030 – Expense Policy Review Committee – Council Appointment

**Resolution No. 2015-345:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Report FIN-2015-030 Expense Policy Review Committee – Council Appointment, be received; and

That Council appoint Mayor Lever to the Expense Policy Review Committee.

**CARRIED**

**3. Administration Department**

None.

**4. Planning and Building Department**

(a) Chief Building Official Report – August 2015

**Resolution No. 2015-346:** Moved by Councillor Roth and  
Seconded by Councillor Fielding

That Council receive the Chief Building Official Report for August, 2015.

**CARRIED**

(b) Report PD-2015-022 – Public Meeting – Rezoning Application File D14/FRO – Glenn and Yvonne Frosch c/o Robert and Lisa Frosch, Concession Gore, Part Lots 103, municipally know as 6525 Concession 1

**Resolution No. 2015-347:** Moved by Councillor Fielding and  
Seconded by Councillor Roth

That Report PD-2015-022 regarding Notice of Public Meeting – Rezoning Application File D14/FRO – Glenn and Yvonne Frosch c/o Robert and Lisa Frosch, Concession Gore, Part Lots 1-3, municipally known as 6525 Concession 1, be received; and

That Council authorize the holding of a Statutory Public Meeting on Wednesday October 21, 2015, at 6:30 pm in the Council Chambers, Municipal Complex.

**CARRIED**



- (c) Report PD-2015-023 – Site Alteration Permit Agreement release of securities - Vilmos Kadvanj and Edit Kadvanj - Part Lots 38 and 39 Concession Gore, Part 2 Reference Plan 61R7739

**Resolution No. 2015-348:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Report PD-2015-023 Site Alteration Permit Agreement release of securities - Vilmos Kadvanj and Edit Kadvanj - Part Lots 38 and 39 Concession Gore, Part 2 Reference Plan 61R7739 be received; and

That Council approves the release of the securities in the amount of \$20,000.00.

**CARRIED**

**5. Roads & Parks Department**

None.

**6. Recreation Department**

None.

**7. Mayor's Updates**

- (a) Enough Talk: The Case for Permitting New Municipal Revenue Tools Presentation to OGRA/ROMA Combined Conference Toronto – February 23, 2015 – Enid Slack Institute on Municipal Finance and Governance University of Toronto.

**9. NOTICE OF MOTION:**

None.

**10. COMMITTEE MINUTES**

None.

**11. MUNICIPAL ANNOUNCEMENTS**

**COP Committee**

Councillor Fielding advised that Councillor Stokley has asked that she remind those in attendance that the COP Committee will be holding a Safe Talk workshop at the Puslinch Community Centre on September 30, 2015 from 6 p.m. to 9 p.m. Councillor Fielding advised that there will be an excellent presentation on identifying depression.

**Puslinch Lake Conservation Association**

Councillor Fielding advised that she attended the Puslinch Lake Conservation Association meeting on Wednesday, September 9<sup>th</sup>. Councillor Fielding advised that the dredging project continues despite some equipment issues and the depth of the lake in some areas is not less than 10 feet deep.



### **Federal Election - All Candidates Night**

Councillor Fielding and Councillor Bulmer advised that the Optimist Club will be holding an All Candidates Night on at 7 p.m. on Wednesday, September 23, 2015 at the Puslinch Community Centre.

### **Conservation Authorities Act Discussion Paper Listening Session**

Councillor Roth and Mayor Lever advised that they attended a Conservation Authorities Act Discussion Paper Listening Session held in London on Wednesday, September 8, 2015. The topics discussed at the meeting included, Roles and Responsibilities, Governance and Funding of the various programs and services delivered by the Conservation Authorities.

### **Aberfoyle Fall Fair**

Councillor Roth advised that he attended the Aberfoyle Fall Fair on the weekend of September 11<sup>th</sup> and 12. The fair was well attended. Councillor Bulmer commended Councillor Roth on the preparation of the threshing dinner held on Saturday, September 12, 2015.

Mayor Lever advised that he also attended the Fair and the swearing in of the Grand Marshall of the Fair, Bill Crow. Mayor Lever commended Councillor Roth on work in preparing of the threshing dinner and indicated that 190 lbs of beef were consumed during the dinner.

### **Community Based Strategic Plan**

Mayor Lever advised that public sessions were held for Community Based Strategic Plan on September 9<sup>th</sup> and 10<sup>th</sup>. Mayor Lever advised that he has received an email from an individual who teaches at the University of Guelph in the area of strategic plans commended the Township on their choice of consultant for this Plan.

## **12. UNFINISHED BUSINESS**

None.

## **13. CLOSED MEETING**

**Council was in closed session from 6:32 p.m. to 6:56 p.m.  
Council recessed from 6:57 p.m. to 7:00 p.m.**

- (a) 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 – 4314 Concession 11
- (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 – Palpable Error Assessment

**Resolution No. 2015-349:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

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



- (a) Confidential 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 – 4314 Concession 11
- (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 – Palpable Error Assessment

**CARRIED**

**Resolution No. 2015-350:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council move into open session.

**CARRIED**

- (a) 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 – 4314 Concession 11

**Resolution No. 2015-351:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the 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 – 4314 Concession 11.

**CARRIED**

- (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 – Palpable Error Assessment

**Resolution No. 2015-352:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council receive the confidential verbal report from Karen Landry, CAO/Clerk, and correspondence dated September 15, 2015 from the County of Wellington and correspondence from John O’Kane solicitor dated August 5, 2015, regarding 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 – Palpable Error Assessment

**CARRIED**

14. **BY-LAWS:**

- (a) A By-law to amend By-law 31/12 being a By-law for prohibiting or regulating the alteration of property within the Township of Puslinch (Site Alteration By-law)
- (b) A by-law to authorize the entering into an Agreement with Whistle Stop Co-Operative Preschool Inc. – Puslinch Community Centre – 23 Brock Rd. S.



- (c) A by-law to authorize the entering into an Agreement with Guelph Community Health Centre for drop in playgroup program– Puslinch Community Centre – 23 Brock Rd. S

**Resolution 2015-353:** 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 **49/15** being a by-law to amend By-law 31/12 being a By-law for prohibiting or regulating the alteration of property within the Township of Puslinch (Site Alteration By-law)
- By-Law **50/15** being a by-law to authorize the entering into an Agreement with Whistle Stop Co-Operative Preschool Inc. – Puslinch Community Centre – 23 Brock Rd. S.
- By-Law **51/15** being a by-law to authorize the entering into an Agreement with Guelph Community Health Centre for drop in playgroup program– Puslinch Community Centre – 23 Brock Rd. S.

**CARRIED**

15. **CONFIRMING BY-LAW**

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

**Resolution 2015-354:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

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

- (a) By-Law 52/15 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 16th day of September, 2015.

**CARRIED**

16. **ADJOURNMENT:**

**Resolution No. 2015-355:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council hereby adjourns at 8:01 p.m.

**CARRIED**

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Dennis Lever, Mayor

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Karen Landry, CAO Clerk

# Memorandum

**DATE:** September 24, 2015  
**TO:** Karen Landry, CAO/Clerk  
 Township of Puslinch  
**FROM:** Aldo Salis, Manager of Development Planning  
 County of Wellington  
**SUBJECT:** **Vertical Zoning and Proposed Rezoning of Cox Site**  
**Township Zoning By-law Amendment File D14/COX**  
**Cox Construction – Laird Road**



As requested, we provide the following comments in response to concerns that the draft amending by-law for the proposed Cox Construction extractive operation does not include vertical zoning.

### Extraction Above the Water Table - (EXI – Exception Zone)

Vertical zoning for aggregate sites has been used by the Township since 1990. What triggers the use of vertical zoning is the nature of the aggregate extraction request. If the intent of the operator is to limit their extraction to **above the water table**, vertical zoning is applied. In those cases, an “EXI - exception zone” is established and the applicable zoning would indicate that aggregate extraction would be permitted to a maximum depth of 1.0 metre (later to 1.5 m) above the water table.

The purpose of establishing a vertical extraction limit through the Zoning By-law is to recognize the land use and also provide for the protection of prime agricultural land, groundwater resources, and natural heritage features that rely on groundwater (e.g. wetlands). Today, there are approximately ten aggregate licenced sites in the Township that are subject to vertical zoning.

This zoning approach, while recently challenged in other jurisdictions, has worked relatively well for Puslinch. The Township of Centre Wellington has recently used vertical zoning without objection from the applicant/pit operator.

### Extraction Below the Water Table (EXI Zone)

For aggregate operations where extraction was to take place above and **below the water table**, vertical zoning was not applied. The zoning used for those sites was the EXI zone (no limitations on depth of extraction). Hydrogeological assessments were prepared and reviewed by the Township and, if aggregate extraction was supported, conditions related to environmental protection were implemented through the aggregate licence approved by MNR. The majority of the licenced pits in the Township are within the EXI Zone.

### Cox Construction Proposal

The current Cox Construction proposal is to extract aggregate material below the water table. As such, the draft amending by-law this office has prepared is the standard Extractive Industrial (EXI) Zone (i.e. does not contain vertical zoning). The EXI zoning is similar to Cox’s adjacent licenced areas at Laird Road and the adjacent Mast-Snyder pit to be operated by St. Marys Cement.

The Township's hydrogeologists (Harden Environmental Services) are very familiar with the groundwater conditions at the Laird Road site (being involved in the Mast-Snyder OMB hearing and having prepared the cumulative impact review). As we have previously reported, Harden Environmental has no objection to the request for below water extraction at the Cox site - subject to specific conditions and monitoring protocols. These conditions have been added to the site plans and are to be implemented through the aggregate licence.

#### Conclusion

In summary, the Township has historically addressed zoning for aggregate extraction operations in this manner:

- **above water table extraction only = vertical zoning (use EXI-exception zone)**
- **above & below water table extraction = no vertical zoning (use EXI Zone)**

The proposed amending by-law for the Cox Construction application D12/COX is to rezone the site Extractive (EXI) Zone which is consistent with adjacent Cox pit and with the Township's practice for similar aggregate extraction applications. Based on public agency comments and the results of the hydrogeological peer review, restricting the depth of aggregate extraction at this site was not deemed necessary.

We trust that this addresses Council's concern regarding the amending by-law.

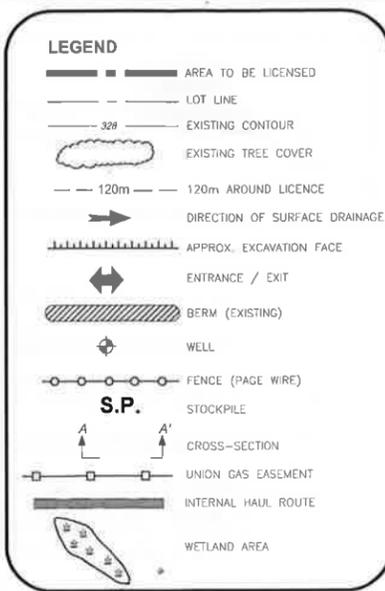
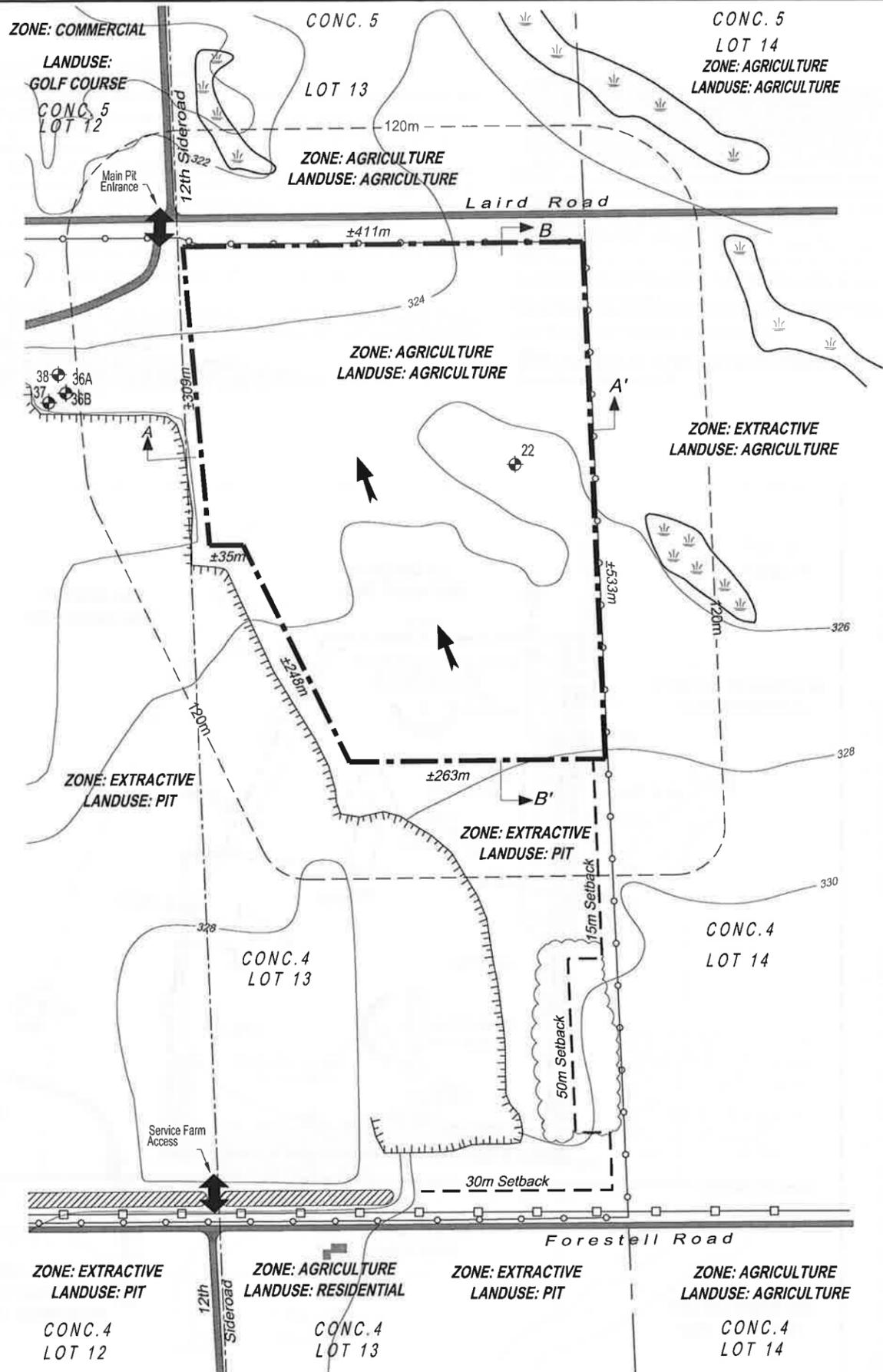
Respectfully submitted,  
County of Wellington Planning and Development Department



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

6.1(a)

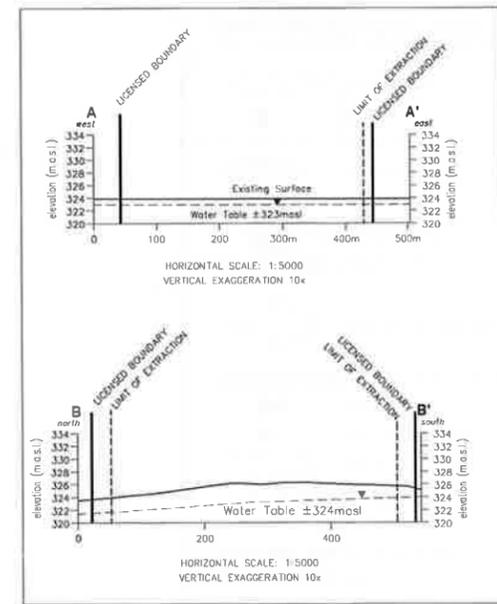


- NOTES:**
- THIS SITE PLAN IS PREPARED FOR SUBMISSION TO THE MINISTRY OF NATURAL RESOURCES UNDER THE AGGREGATE RESOURCES ACT FOR A CLASS "A" LICENCE, CATEGORY "1", EXTRACTION ABOVE AND BELOW THE WATER TABLE.
  - APPLICANT: COX CONSTRUCTION LIMITED  
887 ERAMOSIA ROAD  
P.O. BOX 427  
GUELPH, ONTARIO  
N1H 6K5
  - TOPOGRAPHIC INFORMATION WAS PROVIDED BY AUTOMATED ENGINEERING TECHNOLOGIES AND FROM ONTARIO BASE MAP SHEET No. 1 10 17 5800 48100 AT 1:10 000 SCALE. CONTOURS FOR THE SITE ARE SHOWN AT A TWO METRE INTERVAL.
  - ZONING INFORMATION OBTAINED FROM SCHEDULE "A" TOWNSHIP OF PUSLINCH ZONING BY-LAW No. 1985, MAP NUMBERS 53 AND 54, THE SITE IS CURRENTLY ZONED "A" - AGRICULTURE.
  - THERE ARE NO BUILDINGS LOCATED WITHIN 120 M OF THE SITE ARE SHOWN ON THE SITE PLAN. THERE ARE NO BUILDINGS LOCATED ON THE SITE.
  - THE MAIN INTERNAL HAUL ROAD FOR THE ADJACENT PIT (LICENCE No. 5710) IS SHOWN ON THE SITE PLAN.
  - WATER LEVEL INFORMATION WAS OBTAINED FROM GROUNDWATER SCIENCE CORP (2011).
  - THE WATER TABLE ELEVATION WITHIN THIS LICENCE IS LOCATED AT APPROXIMATELY ± 321.5 MASL TO 324.5 MASL.
  - ALL MEASUREMENTS SHOWN ON THIS SITE PLAN ARE IN METRES.
  - TOTAL AREA TO BE LICENSED: 19.5 ha  
TOTAL AREA TO BE EXTRACTED: 17.4 ha  
TOTAL AREA TO BE REHABILITATED: 17.4 ha
  - THE NORTHERN AND EASTERN LIMITS OF THE SITE ARE MARKED WITH POST AND WIRE FENCING THAT FOLLOWS THE PROPERTY LIMITS.
  - THERE ARE NO STOCKPILES OR BERMS OF SOIL, OVERBURDEN OR AGGREGATE INCLUDING RECYCLABLE MATERIALS ON THE SITE. THERE IS AN EXISTING BERM WEST OF THE SITE.
  - THERE ARE NO SCRAP PILES ON THE SITE.
  - THERE ARE NO FUEL STORAGE AREAS ON THE SITE.
  - THERE ARE NO SIGNIFICANT NATURAL FEATURES OR CULTURAL HERITAGE FEATURES ON THE SITE.
  - THERE IS A SIGNIFICANT WETLAND NORTH AND EAST OF THE SITE.

**TABLE 1 WATER WELL INFORMATION**

WELL NO.	T.O.P. ELEV. (masl)	STATIC ELEV. (masl)	TYPE
22	325	324	DRILLED
36a	325	320	DRILLED
36b	325	320	DRILLED
37	325	320	DRILLED
38	325	320	DRILLED

**REFERENCES:**  
 TOWNSHIP OF PUSLINCH ZONING BY-LAW 1985  
 MINR WETLAND MAPPING AND AERIAL PHOTOS 2008  
 SITE PLANS FOR COX CONSTRUCTION LIMITED LICENCED NO. 5710 AND THE PUSLINCH PIT EXPANSION  
 ONTARIO BASE MAPPING  
 GROUNDWATER SCIENCE CORP. MARCH 2011. HYDROGEOLOGY ASSESSMENT, COX CONSTRUCTION LIMITED, PROPOSED PUSLINCH PIT EXPANSION-PART OF LOT 13, CONCESSION 4, TOWNSHIP OF PUSLINCH.



# PUSLINCH PIT EXPANSION

PART LOT 13  
 CONCESSION 4  
 TOWNSHIP OF PUSLINCH  
 COUNTY OF WELLINGTON

## Page 1 of 3 EXISTING FEATURES



THIS SITE PLAN IS PREPARED FOR SUBMISSION TO THE MINISTRY OF NATURAL RESOURCES IN CONNECTION WITH AN APPLICATION FOR A CLASS "A" LICENCE CATEGORY "1" EXTRACTION BELOW THE WATER TABLE UNDER THE AGGREGATE RESOURCES ACT AND REGULATIONS.

THESE SITE PLANS HAVE BEEN PREPARED UNDER THE DIRECTION OF AND CERTIFIED BY A PERSON APPROVED BY THE MINISTER OF NATURAL RESOURCES (AS PER SECTION 9(1) OF THE AGGREGATE RESOURCES ACT)

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**LICENSEE:**  
 COX CONSTRUCTION LIMITED  
 P.O. BOX 427, 965 YORK ROAD  
 GUELPH, ONTARIO N1H 6K5

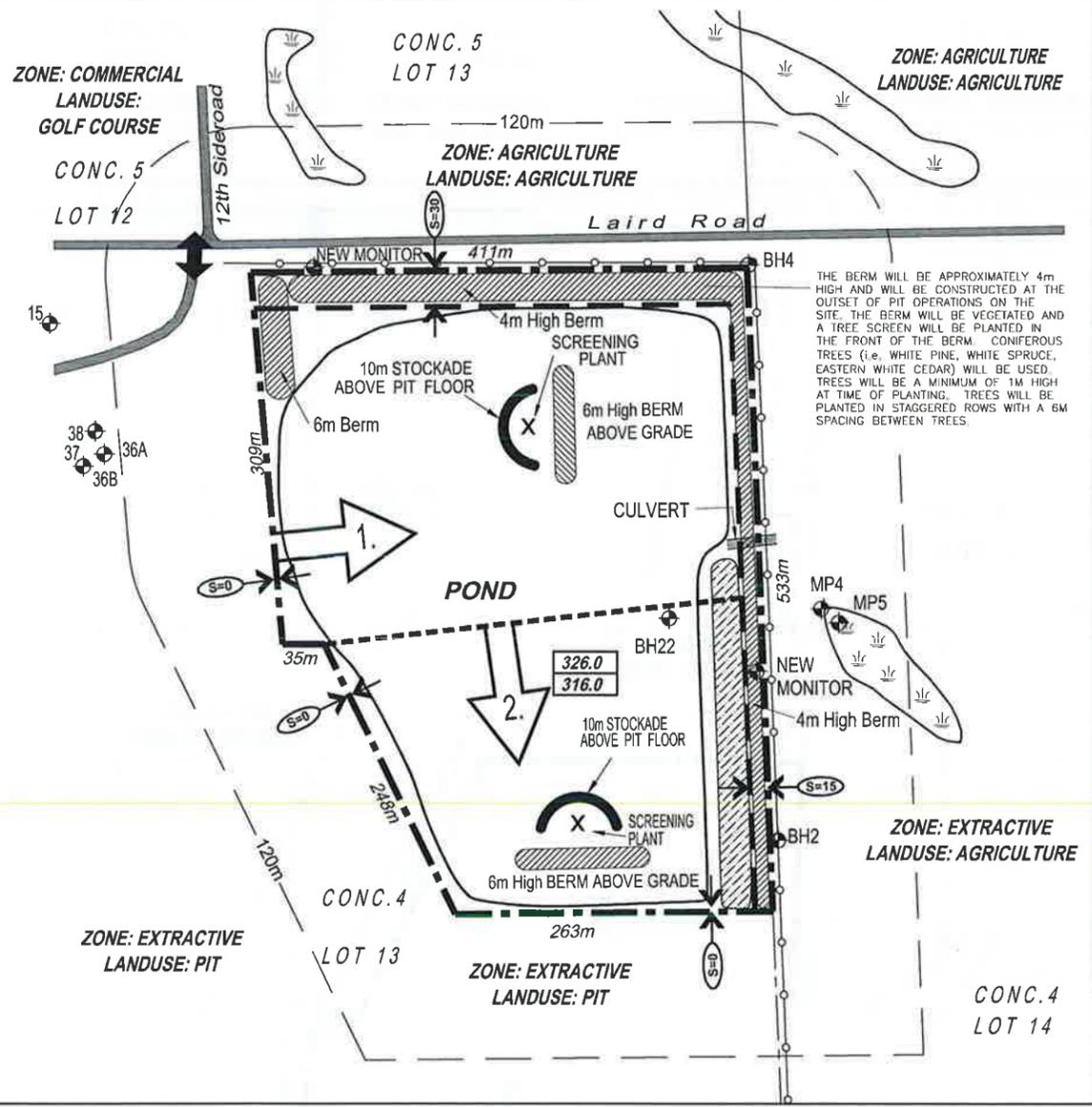
APPROVED: R.P.S. DRAWN: G.S.  
 PLOTTED: JUL 21, 2015 FILE: 26-10-ep123.dwg

1 JUNE 11, 2015 NOTE CHANGES FOR 9, 19 AND 21 R.P.S.

No.	DATE	DESCRIPTION	APP'D
<b>AMENDMENTS</b>			

**SCALE 1 : 2500**

**STOVEL and Associates Inc.** 655 ORANGEVILLE ROAD  
 FERRIS, ONTARIO  
 N4M 1T9  
 PHONE: (519)843-3112



**NOTES:**

- THIS PLAN DEPICTS A SCHEMATIC OPERATIONS SEQUENCE FOR THIS PROPERTY BASED UPON THE BEST INFORMATION AVAILABLE AT THE TIME OF PREPARATION. THIS SITE INVOLVES THE EXTRACTION OF AGGREGATE ABOVE AND BELOW THE WATER TABLE. AGGREGATE EXTRACTION ABOVE THE WATER TABLE WILL BE DONE IN ONE LIFT AND CONDUCTED IN ACCORDANCE WITH MINISTRY OF LABOUR REQUIREMENTS. LIFT HEIGHT WILL NOT EXCEED 5 M ABOVE THE WATER TABLE. EXTRACTION OF THE SITE WILL BE COORDINATED WITH THE EXISTING PUSLINCH PIT OPERATION LOCATED WEST AND SOUTH OF THE SUBJECT SITE.
- PHASES SHOWN ARE SCHEMATIC AND MAY VARY SLIGHTLY WITH DEMAND AND VARIATIONS IN AGGREGATE DEPOSIT. PHASES DO NOT REPRESENT ANY SPECIFIC OR EQUAL TIME PERIOD. EXTRACTION MAY OCCUR CONCURRENTLY ALONG DIFFERENT PORTIONS OF THE FACE AND IN BOTH PHASES, IN ORDER TO MEET PRODUCT REQUIREMENTS AND TO BLEND MATERIAL.
- THERE WILL BE TWO PHASES ON THE SITE, AS SHOWN ON THE SITE PLANS. PHASE ONE WILL WORK IN AN EASTERLY DIRECTION AND PHASE TWO WILL WORK IN A SOUTHERLY DIRECTION.
- THE SITE IS TO BE REHABILITATED TO A POND, WITH ECOLOGICAL ENHANCEMENTS AS SET OUT ON PAGE 3. THE PROGRESSIVE REHABILITATION PLAN IS TO BE COORDINATED WITH THE ADJACENT PUSLINCH PIT OPERATED BY COX CONSTRUCTION LIMITED. ECOLOGICAL ENHANCEMENTS, SUCH AS THE PLANTING OF NATIVE VEGETATION, WILL BEGIN ONCE AN AREA IS EXTRACTION AND NO FURTHER DISTURBANCE IS ANTICIPATED TO OCCUR. PRIOR TO PLANTING, THE AREA WILL BE GRADED AND TREATED WITH TOPSOIL.
- TOPOGRAPHIC INFORMATION WAS PROVIDED BY AUTOMATED ENGINEERING TECHNOLOGIES AND FROM ONTARIO BASE MAP SHEET No. 1 10 17 5000 45100 AT 1:10,000 SCALE. CONTOURS FOR THE SITE ARE SHOWN AT A TWO METRE INTERVAL.
- REFER TO DRAWING 1 OF 3, EXISTING FEATURES, FOR DESCRIPTION OF EXISTING VEGETATION.
- RESOURCE INFORMATION IS INTERPOLATED FROM TEST PITS AND BOREHOLES COMPLETED BY THE LICENSEE. AREA TO BE EXTRACTION IS 17.1 HA.
- THE WATER TABLE ELEVATION WITHIN THIS LICENCE RANGES FROM ± 321.5 mml TO ± 324.5 mml. WATER WILL NOT BE DIVERTED FROM THE SITE.
- TOPSOIL AND OVERBURDEN SHALL BE STRIPPED AND STORED SEPARATELY IN BERMS OR STOCKPILES. ANY SURPLUS TOPSOIL OR OVERBURDEN NOT USED TO BUILD BERMS WILL BE PLACED IN STOCKPILES WITH A MAXIMUM HEIGHT OF ± 1.5 m ON THE PIT FLOOR OR REMOVED FROM THE SITE. BERMS AND STOCKPILES OF TOPSOIL AND OVERBURDEN SHALL BE GRADED TO STABLE SLOPES AND SEEDED WITH A GRASS/LEGUME MIXTURE TO PREVENT EROSION AND TO MINIMIZE DUST.
- BERMS SHALL CREATE AN EFFECTIVE VISUAL BARRIER ABOVE EXISTING GRADE AND SIDE SLOPES SHALL NOT EXCEED 1:1. REFER TO TYPICAL BERM CROSS SECTION LOCATED ON FIGURE 1. VEGETATION WILL BE MAINTAINED ON ANY BERMS FOR THE PIT.
- EXTRACTION OF AGGREGATE SHALL BE BY FRONT END LOADER, EXCAVATOR AND/OR DRAG-LINE.
- WATER OR ANOTHER PROVINCIALLY APPROVED DUST SUPPRESSANT WILL BE APPLIED TO THE INTERNAL HAUL ROADS AND PROCESSING AREAS AS OFTEN AS REQUIRED TO MITIGATE DUST.
- EQUIPMENT TO BE USED ON-SITE, BUT IS NOT NECESSARILY LIMITED TO THE FOLLOWING: EXCAVATORS, LOADERS, TRUCKS, TRACTORS, GRADERS, MOTOS, SCRAPERS, TRACTOR SCRAPERS, DRAG LINES, AND VARIOUS PROCESSING PLANTS.
- RE-SEEDING ON TABLELAND AREA WILL OCCUR IMMEDIATELY AFTER CONTOURING TO ENCOURAGE VEGETATION GROWTH AS SOON AS POSSIBLE.
- SILT FENCING WILL BE USED ALONG THE EASTERN PORTION OF THE PROPERTY TO ENSURE THAT OFF-SITE FEATURES ARE PROTECTED FROM SILTATION.
- THE PROPOSED PIT WILL NOT HAVE A DIRECT ACCESS ROAD ONTO LAIRD ROAD OR FORESTELL ROAD. ALL MATERIAL WILL BE SHIPPED ONTO LAIRD ROAD, VIA THE EXISTING PIT ENTRANCE, LOCATED ON LICENCE NO. 5710. ACCESS TO THE PIT WILL BE ALONG THE WESTERN AND SOUTHERN PORTIONS ADJUTING THE EXISTING PIT.
- THE MAXIMUM ANNUAL TONNAGE TO BE REMOVED FROM THIS PIT IN ANY CALENDAR YEAR IS 341,000 TONNES.
- NO RECYCLABLES OR RECYCLED MATERIALS WILL BE IMPORTED ONTO THE SITE. STUMPS WILL NOT BE BURNED ON THE SITE. STUMPS WILL BE BURNED OR INCORPORATED INTO THE REHABILITATION PLAN AS PART OF AN ECOLOGICAL ENHANCEMENT FEATURE.
- THE PRODUCTION OF ASPHALT OR CONCRETE IS NOT PROPOSED FOR THIS LICENSED AREA. ASPHALT PLANTS OR CONCRETE PLANTS ARE NOT PERMITTED UNDER THE APPLICABLE EXTRACTIVE INDUSTRIAL (EIS) ZONING FOR THE SUBJECT LAND AND THEREFORE THESE USES WOULD REQUIRE SITE SPECIFIC ZONING BY THE TOWNSHIP OF PUSLINCH.
- THE IMPORTATION AND STORAGE OF WASTE SNOW ON THE SUBJECT LAND IS NOT PERMITTED AT THIS LICENSED SITE. SUCH USE WOULD REQUIRE AN AMENDMENT TO THE SITE PLAN AND TOWNSHIP OF PUSLINCH ZONING BY-LAW.
- FUEL, OIL, RADIATOR AND HYDRAULIC FLUID, AND OTHER CHEMICALS NEEDED FOR THE MAINTENANCE AND FUNCTIONING OF ON-SITE AGGREGATE PROCESSING EQUIPMENT SHALL BE APPROPRIATELY STORED IN ABOVE-GROUND CONTAINERS AND SHALL MEET THE REQUIREMENTS OF THE GASOLINE HANDLING ACT, AS AMENDED, AND THE GASOLINE HANDLING CODE AND REGULATIONS, AS AMENDED BY THE TECHNICAL STANDARDS AND SAFETY ACT (TSSA) AND LIQUID FUELS HANDLING CODE, AND IN ACCORDANCE WITH THE MINISTRY OF THE ENVIRONMENT'S CHEMICAL STORAGE GUIDELINES. FUELS AND OTHER CHEMICALS SHALL BE PROPERLY STORED. ALL REFUELLING SHALL BE WITHIN A CONTAINMENT PAD AND ANY SPILL SHALL BE REMOVED AND DISPOSED OF IMMEDIATELY AT AN APPROPRIATE MOE APPROVED FACILITY.
- PESTICIDES AND HERBICIDES SHALL BE USED ONLY WHEN REQUIRED TO CONTROL INFESTATIONS AND SHALL BE APPLIED BY A LICENSED PROFESSIONAL WITH PRIOR NOTICE GIVEN TO THE TOWNSHIP OF PUSLINCH.
- NO BUILDINGS OR STRUCTURES ARE PROPOSED TO BE ERRECTED ON THE SITE.
- FENCES ALONG THE NORTHERN AND EASTERN BOUNDARIES WILL BE ESTABLISHED AND MAINTAINED IN ACCORDANCE WITH THE AREA REQUIREMENTS WITHIN 6 MONTHS OF COMMENCEMENT OF OPERATIONS. SUBJECT TO VARIATIONS FROM THE PROVINCIAL STANDARDS, IT IS THE LICENSEE'S EXPECTATIONS TO REACH AN AGREEMENT WITH THE NEIGHBOURING PIT OPERATOR, I.E. MAST PIT, TO ELIMINATE THE REQUIREMENT FOR A FENCE ALONG THE COMMON BOUNDARY OF THE LICENSED PITS. SHOULD THIS AGREEMENT BE REACHED, STAKES WILL BE INSTALLED ALONG THE UNFENCED PORTIONS OF THE LICENCE.
- THE LICENSEE SHALL PROVIDE PRIOR NOTIFICATION TO THE TOWNSHIP OF PUSLINCH OF ANY SITE PLAN OF LICENCE AMENDMENT.

**SPILLS CONTINGENCY AND RESPONSE PROGRAM**

- LIQUID PETROLEUM PRODUCTS (FUELS, OIL) OR OTHER HAZARDOUS LIQUID CHEMICALS SHOULD NOT BE STORED ON SITE ON A PERMANENT BASIS. TEMPORARY STORAGE OF FUELS AND OILS TO FACILITATE THE OPERATION OF VEHICLES AND EQUIPMENT IS PERMISSIBLE.
- TEMPORARY FUEL STORAGE FACILITIES SHOULD BE INSPECTED FOR LEAKS ON A REGULAR BASIS WHEN PIT OPERATIONS ARE OCCURRING.
- SPILLS CONTAINMENT MATERIALS (FOR EXAMPLE: ABSORBENCY MATERIALS AND PORTABLE CONTAINERS) ARE TO BE AVAILABLE ON SITE AS PART OF THE TEMPORARY FUEL STORAGE EQUIPMENT.
- IN THE CASE OF AN ACCIDENTAL SPILL OF FUEL OR OIL, THE FOLLOWING ACTION IS TO BE TAKEN:
  - IF THE SPILL VOLUME IS APPROXIMATELY 5 L OR MORE, OR THE SPILL OCCURS DIRECTLY TO A SURFACE WATER FEATURE, CONTACT THE SPILLS ACTION CENTRE ESTABLISHED BY MOE (1 800 388 6889) AND THE TOWNSHIP.
  - TAKE REASONABLE MEASURES TO STOP OR CONTROL THE SPILL (SUCH AS CLOSING VALVES, COLLECTING LEAKAGE IN A CONTAINER, APPLYING THE ABSORBENCY MATERIALS).
  - ARRANGE FOR AN INSPECTION OF THE SPILL SITE AND A GENERAL ASSESSMENT OF THE ENVIRONMENTAL IMPACT BY A QUALIFIED PERSON (QUALIFIED PERSON MEANS A PROFESSIONAL ENGINEER OR PROFESSIONAL GEOLOGIST) AND/OR THE MINISTRY OF THE ENVIRONMENT.
  - IMPLEMENT REMEDIAL MEASURES AS RECOMMENDED BY THE QUALIFIED PERSON AND/OR THE MINISTRY OF THE ENVIRONMENT.
  - PREPARE A WRITTEN REPORT ON THE INCIDENT FOR REVIEW BY THE TOWNSHIP, MNR AND MOE.

**ARCHAEOLOGICAL MITIGATION**

SHOULD ANY SIGNIFICANT ARCHAEOLOGICAL REMAINS, NOTABLY HUMAN INTERMENTS, BE ENCOUNTERED DURING CONSTRUCTION ACTIVITIES, THE REGULATORY OPERATIONS GROUP, OMC AND/OR THE CENTRIES REGULATION GROUP OF THE ONTARIO MINISTRY OF CONSUMERS AND COMMERCIAL RELATIONS AND AMCA CONSULTANTS LIMITED SHALL BE CONTACTED IMMEDIATELY.

**HYDROGEOLOGICAL RECOMMENDATIONS**

- The berm shall be constructed in the field by the operator as part of routine pit operations and according to conditions encountered. The berm shall be constructed by excavating a trench extending below the water table and backfilling incrementally if needed with soil obtained from the on-site during operation. The berm construction is expected to be on-going as all becomes available from on-site work ponds. The berm shall be hydrologically non-permeable or expected to be on the order of 0.0001 m/s or less, which shall be established through seasonal groundwater monitoring of the pit. The required berm depth is approximately 3 m below the water table as estimated, so the water with seepage if encountered during trench excavation. The berm is expected to extend to near the final rehabilitated ground surface.
- Monitoring data shall be shared with adjacent operators upon request, in addition monitoring data summaries from adjacent sites will be reported on an annual basis.
- Prior to below water table extraction at the site Triggers Thresholds will be established to the satisfaction of MNR, MOE, ORCA and the Township of Puslinch for the two new Puslinch Pit Expansion monitors and Mast Saylor monitoring locations BH2, BH4 (and/or replacement well as required), MP4 and MP5.
- The thresholds shall include an Interim Trigger Level of greater than potential impacts are expected at which monitoring frequency will be increased to weekly. The weekly monitoring frequency will be maintained until three consecutive well level measurements are above the interim Trigger level.
- The monitoring data available to this program shall be summarized and submitted to the MNR, MOE, ORCA and the Township of Puslinch on an annual basis. This report shall assess the need for mitigation measures on an ongoing basis through comparison to target thresholds.

**Hydrogeological Mitigation and Contingency Plan**

- In the event Trigger Thresholds are exceeded, or as determined necessary in conjunction with MNR and the Township of Puslinch, appropriate Mitigation measures and Contingency Plan shall be implemented.
- When Trigger Thresholds are exceeded and monitoring data indicates the exceedance is related to extraction activities, below water extraction shall cease or be reduced, until water levels have returned above the Trigger Threshold.
- When Trigger Thresholds are exceeded, and monitoring data indicates the exceedance is related to the performance of the 5m Berms, the Mitigation and Contingency Plan shall consider additional measures to follow immediately after the project, such as:
  - soil backfill placed along the western edge of the adjacent Mast Saylor pond etc.
  - soil backfill along the eastern edge of the Cox Puslinch Pit pond.

**ECOLOGICAL RECOMMENDATIONS:**

PRIOR TO STRIPPING THE SITE, INSTALL A SILT FENCE ALONG THE EASTERN PORTION OF THE SITE. MAINTAIN THE SILT FENCING UNTIL THE BERMS THAT ARE CREATED ALONG THE EASTERN PORTION OF THE SITE ARE SEEDING AND THE GRASS IS IN A HEALTHY GROWING CONDITION.

**NOISE MITIGATION MEASURES AND RECOMMENDATIONS**

THE SCREENING PLANT TO BE OPERATED IN PUSLINCH PIT EXPANSION SHALL NOT EXCEED A SOUND PRESSURE LEVEL (SPL) OF 78 DBA AT 30 METRES. THE NOISE MEASUREMENTS OF THE SCREENING PLANT ARE TO BE TAKEN BY AN ACOUSTICAL CONSULTANT TO VERIFY THAT THE SCREENING PLANT MEETS THE AFORESAID MAXIMUM SPL.

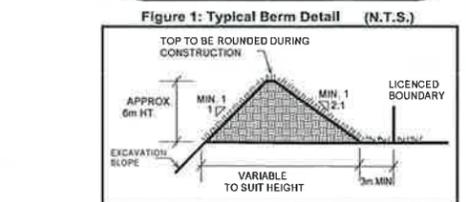
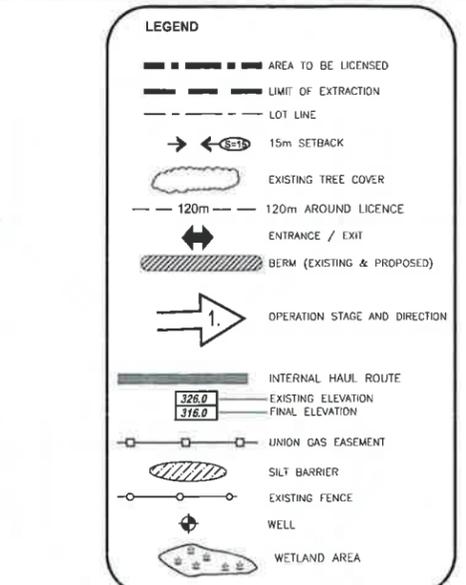
THE NOISE MITIGATION MEASURES SUMMARIZED BELOW IN THIS SECTION ARE REQUIRED TO BE IMPLEMENTED AT PIT EXPANSION TO MEET THE APPLICABLE NOISE CRITERIA. THE MITIGATION MEASURES OUTLINED BELOW ARE ILLUSTRATED ON THE SITE PLANS.

THE FOLLOWING NOISE MITIGATION MEASURES ARE REQUIRED TO BE IMPLEMENTED PRIOR TO THE OPERATION OF THE SCREENING PLANT IN PIT EXPANSION:

- A 4 METRE HIGH CONTINUOUS EAST-WEST BERM LOCATED SOUTH OF LAIRD ROAD FROM PIONEER TRAIL TO THE EASTERN BOUNDARY OF PIT EXPANSION, FOR A TOTAL LENGTH OF APPROXIMATELY 300 METRES.
- A 4 METRE HIGH CONTINUOUS NORTH-SOUTH BERM LOCATED AT THE EASTERN BOUNDARY OF THE PIT EXPANSION FROM LAIRD ROAD TO THE EXISTING EXTRACTION AREAS, FOR A TOTAL LENGTH OF APPROXIMATELY 95 METRES.
- A 6 METRE HIGH BERM EXTENDING APPROXIMATELY 70 METRES FROM THE EASTERN EDGE OF THE EXISTING 9 METRE BERM LOCATED SOUTH OF LAIRD ROAD.
- A 6 METRE HIGH BERM EXTENDING APPROXIMATELY 40 METRES SOUTH FROM THE LAIRD ROAD AND PIONEER TRAIL.

IN ADDITION, THE FOLLOWING MITIGATION MEASURES ARE REQUIRED TO BE IMPLEMENTED DURING THE OPERATION OF THE SCREENING PLANT IN THE PIT EXPANSION:

- SCREENING PLANT LOCATED APPROXIMATELY 20 METRES FROM THE EXCAVATION FACE. THE EXCAVATION FACE MOVES WEST TO EAST DURING STAGE 1, AND MOVES NORTH TO SOUTH DURING STAGE 2. AS INDICATED IN THE DRAFT OPERATIONAL PLAN FOR THE PIT EXPANSION (FIGURE 2).
- CONTINUOUS ARC OF 9 METRE HIGH STOCKPILES LOCATED ON THE EXCAVATED FLOOR AROUND THE SCREENING PLANT. THE STOCKPILES SHOULD BE MAINTAINED UNTIL THE EXTRACTION IS COMPLETE. THE STOCKPILES SHOULD BREAK THE LINE-OF-SIGHT BETWEEN THE SCREENING PLANT AND PITS 8 AND 13 (LOCATED NORTH OF LAIRD ROAD AND WEST OF PIONEER TRAIL) IN STAGE 1, AND SHOULD BREAK THE LINE-OF-SIGHT BETWEEN THE SCREENING PLANT AND PITS 9, 13, 14 AND 15 (ALL LOCATED NORTH OF LAIRD ROAD) IN STAGE 2.
- A BERM WITH A HEIGHT OF 6 METRES ABOVE THE EXISTING GRADE POSITIONED ALONG THE TOP OF THE EAST-MOVING EXCAVATION FACE IN STAGE 1 AND ALONG THE TOP OF THE SOUTH-MOVING EXCAVATION FACE IN STAGE 2. THE COMBINATION OF THE 6-METRE HIGH BERM ON TOP OF EXCAVATION FACE AND THE 4 METRE HIGH EXCAVATION FACE CREATES AN EFFECTIVE OBSTACLE HEIGHT OF 10 METRES FROM THE EXCAVATED FLOOR FOR THE PITS LOCATED EAST OF THE EAST-MOVING EXCAVATION FACE IN STAGE 1 AND PITS LOCATED SOUTH OF THE SOUTH-MOVING EXCAVATION FACE IN STAGE 2.



**HOURS OF OPERATION**

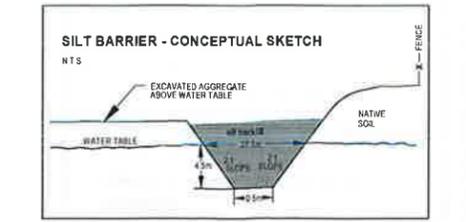
- Loading and Shipping: 6 am to 7 pm - Mondays to Fridays; 7 am till 5 pm - Saturdays
- Extraction and Processing: 7 am to 7 pm - Mondays to Fridays; 7 am till 12 Noon - Saturdays
- No Operations - Statutory Holidays or Sundays

**NOTES:** THERE SHALL BE NO PROCESSING, SHIPPING OR EXTRACTION OF MATERIAL ON SUNDAYS OR STATUTORY HOLIDAYS. THE ABOVE DOES NOT LIMIT THE ABILITY OF THE LICENSEE TO WORK BEYOND THE HOURS ABOVE AS REQUIRED FOR THE PURPOSE OF REHABILITATION, REPAIRS AND MAINTENANCE. ANY EXTENSION OF THESE HOURS OF OPERATION SHALL REQUIRE PRIOR APPROVAL OF THE TOWNSHIP OF PUSLINCH.

**VARIATIONS FROM THE PROVINCIAL STANDARDS**

THE FOLLOWING CONDITIONS ILLUSTRATED ON THIS PLAN VARY FROM THE REQUIREMENTS OF THE PROVINCIAL STANDARDS THAT APPLY TO LICENSED SITES IN ONTARIO

OVERRIDE	STANDARD
FENCING OF THE COMMON BOUNDARIES BETWEEN COX CONSTRUCTION'S EXISTING PIT AND THIS EXPANSION PIT (LOT 12 & 13) IS NOT REQUIRED. LICENCE LIMITS ALONG UNFENCED PORTIONS WILL BE STAKED WITH 1.2m HIGH POSTS/STAKES.	5.1
FENCING OF THE COMMON BOUNDARY BETWEEN THE EXISTING ST. MARY'S CEMENT PIT (MAST PIT) TO THE EAST OF THIS SITE AND THIS PROPOSED PIT IS NOT REQUIRED, SUBJECT TO AGREEMENT BETWEEN LANDOWNERS. THE LICENCE LIMITS ALONG UNFENCED PORTIONS OF THIS COMMON BOUNDARY WILL BE STAKED WITH 1.2 M HIGH POSTS/STAKES.	5.11
WESTERN 15 M (LOT 12 & 13) AND SOUTHERN SETBACKS TO BE REMOVED SINCE ADJACENT PROPERTY OWNED BY LICENSEE.	5.11
AGGREGATE STOCKPILES MAY BE LOCATED WITHIN 30 M OF ALL LICENCED BOUNDARIES ADJACENT TO LANDS OWNED BY THE LICENSEE.	5.13.1
TOPSOIL OR OVERBURDEN NOT NEEDED FOR BERM CONSTRUCTION OR REHABILITATION MAY BE REMOVED FOR THE SITE.	5.16
A GATE WILL NOT BE ERRECT AT THE ACCESS THROUGH THIS PIT EXPANSION.	5.2



# PUSLINCH PIT EXPANSION

PART LOT 13  
CONCESSION 4  
TOWNSHIP OF PUSLINCH  
COUNTY OF WELLINGTON

## Page 2 of 3 OPERATIONAL PLAN

**KEY PLAN**

N.T.S.

**VARIATIONS FROM THE PROVINCIAL STANDARDS**

THIS SITE PLAN IS PREPARED FOR SUBMISSION TO THE MINISTRY OF NATURAL RESOURCES IN CONJUNCTION WITH AN APPLICATION FOR A CLASS A LICENSE CATEGORY 1 EXTRACTION BELOW THE WATER TABLE, UNDER THE AGGREGATE RESOURCES ACT AND REGULATIONS

THIS SITE PLAN HAS BEEN PREPARED UNDER THE DIRECTION OF AND CERTIFIED BY A PERSON APPROVED BY THE MINISTER OF NATURAL RESOURCES (AS PER SECTION 4(4) OF THE AGGREGATE RESOURCES ACT)

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**LICENSEE:**  
COX CONSTRUCTION LIMITED  
P.O. BOX 427, 965 YORK ROAD  
GUELPH, ONTARIO N1H 6K6

APPROVED:	DATE:	FILE:	DRAWN:	DATE:
SEPTEMBER 23, 2015			28.10.2015	

No.	DATE	DESCRIPTION	APP'D
<b>AMENDMENTS</b>			

SCALE 1 : 2500

0 10 20 30 40 50 60 70 80 90 100 150metres

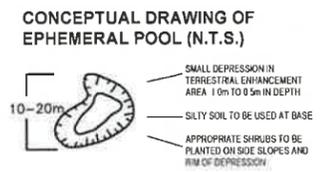
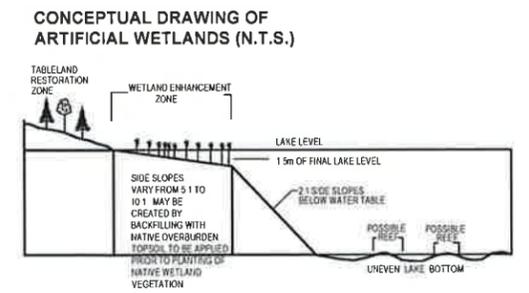
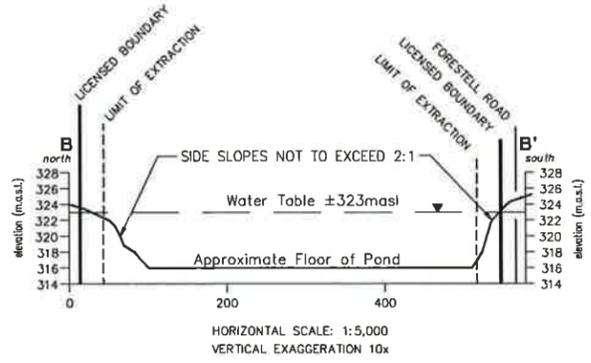
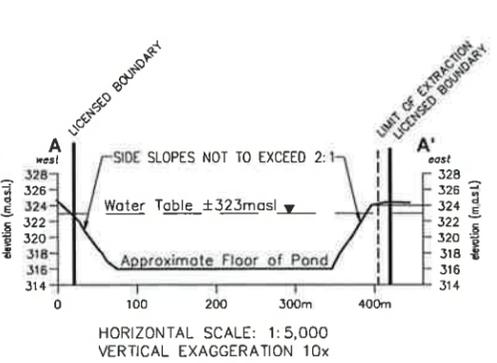
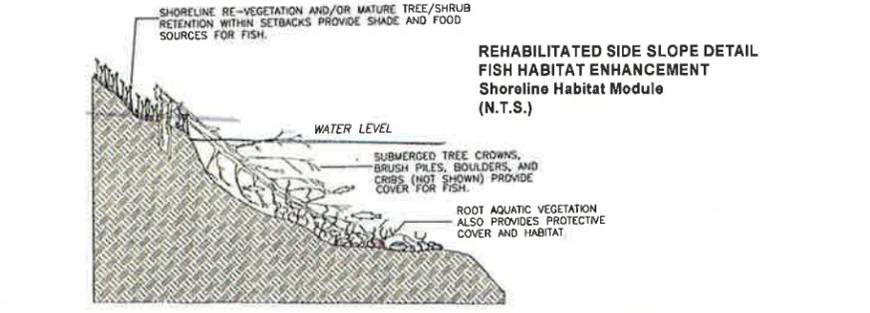
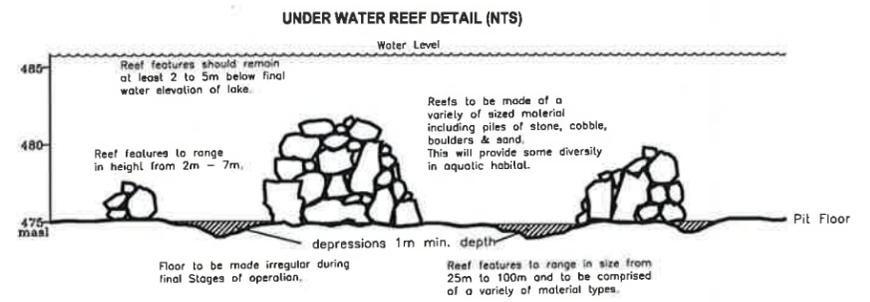
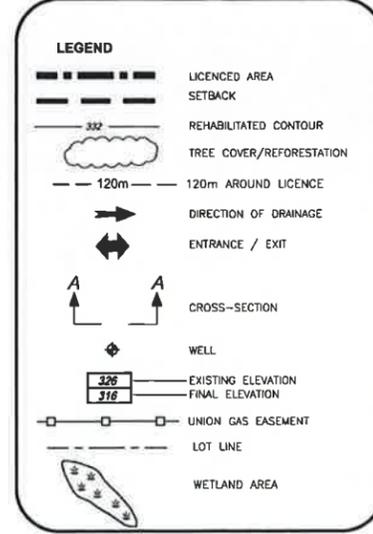
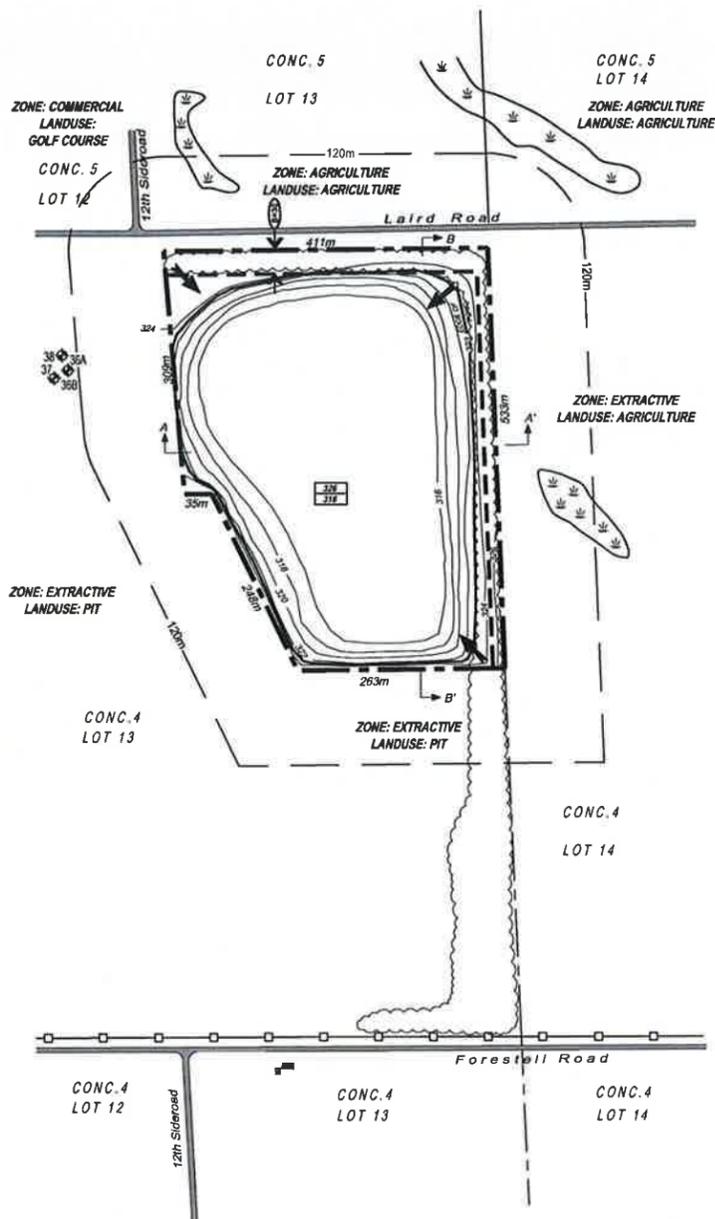
**STOVEL and Associates Inc.**  
655 ORANGEVILLE ROAD  
FERPOUS, ONTARIO  
N0M 1T0  
PHONE (519)443-3112

# PUSLINCH PIT EXPANSION

PART LOT 13  
CONCESSION 4  
TOWNSHIP OF PUSLINCH  
COUNTY OF WELLINGTON

## Page 3 of 3 PROGRESSIVE REHABILITATION & FINAL REHABILITATION PLAN

- NOTES:**
1. TOPOGRAPHIC INFORMATION WAS PROVIDED BY AUTOMATED ENGINEERING TECHNOLOGIES AND FROM ONTARIO BASE MAP SHEET No. 1 10 17 8600 46100 AT 1:10 000 SCALE. CONTOURS FOR THE SITE ARE SHOWN AT A TWO METRE INTERVAL.
  2. THE TOTAL AREA TO BE REHABILITATED IS 17.4 HA.
  3. TABLELAND AREAS OF THE SITE WILL BE PROGRESSIVELY REHABILITATED TO AN AGRICULTURAL AND/OR REFORESTATION AFTER-USE WITHOUT RESTRICTING THE AREA REQUIRED FOR AGGREGATE PROCESSING AND STOCKING PORTIONS OF THE SITE EXTRACTED BELOW THE WATER TABLE WILL FORM A LAKE, AND WILL BE REHABILITATED TO CREATE A VARIETY OF DIVERSIFIED ECOLOGICAL HABITATS.
  4. TOPSOIL AND OVERBURDEN ORIGINATING FROM THE PIT WILL BE USED FOR REHABILITATION PURPOSES. SOIL WILL NOT BE IMPORTED TO THE SITE.
  5. PERMETER SLOPES WILL BE REHABILITATED AS THE LIMITS OF EXTRACTION ARE REACHED. THE MAXIMUM SLOPE ABOVE THE WATER TABLE FROM THE SETBACK LINES WILL BE 3:1. SLOPES WILL BE ESTABLISHED BY BACKFILLING WITH OVERBURDEN AND THEN GRADED PRIOR TO THE PLACEMENT OF TOPSOIL. SIDE SLOPES WILL BE SEEDED WITH A GRASS/LEGUME SEED MIXTURE COMPATIBLE WITH THE SOIL CONDITIONS TO CONTROL EROSION.
  6. PROGRESSIVE REHABILITATION OF THE PIT FLOOR WILL INVOLVE RIPPING OF COMPACTED AREAS TO ENHANCE INTERNAL DRAINAGE. LARGE STONES WILL BE REMOVED AND USED IN LAKE AREAS. AVAILABLE OVERBURDEN WILL BE SPREAD OVER THE PIT FLOOR ABOVE THE WATER TABLE AND THEN ROUGH GRADED PRIOR TO THE APPLICATION OF TOPSOIL.
  7. ONCE TOPSOIL IS APPLIED TO THE PIT FLOOR ABOVE THE WATER TABLE, IT WILL BE PREPARED FOR SEEDING BY FINE GRADING AND/OR AGRICULTURAL TILLAGE. SEEDING OF THE PIT FLOOR WILL CONSIST OF AN APPROPRIATE GRASS/LEGUME SEED MIXTURE.
  8. ALL VEGETATION PLANTED BY THE LICENSEE SHALL BE MAINTAINED IN A HEALTHY CONDITION. DEAD TREES AND SHRUBS WILL BE REPLACED WITHIN ONE GROWING SEASON. THE MAINTENANCE OF THE REFORESTED AREA WILL BE REQUIRED FOR A NUMBER OF YEARS.
  9. BUILDINGS, EQUIPMENT AND MACHINERY ASSOCIATED WITH THE EXTRACTION OPERATIONS SHALL BE REMOVED FROM THE SITE UPON COMPLETION OF THE REHABILITATION.
  10. EXISTING FENCING WILL REMAIN ON THE BOUNDARIES OF THE SITE.
  11. THE INTERNAL HAUL ROAD WILL NOT BE RETAINED AS PART OF THE FINAL REHABILITATION.
  12. THERE WILL BE NO DISCHARGE OF SURFACE WATER FROM THE SITE AS A RESULT OF THE PROGRESSIVE AND FINAL REHABILITATION. SURFACE DRAINAGE WILL BE INTERNALIZED TO THE REHABILITATED PIT FLOOR.
  13. SURFACE WATER WILL BE ALLOWED TO PERCOLATE THROUGH THE REHABILITATED PIT FLOOR TO THE WATER TABLE.
  14. TO REDUCE UNDESIRABLE COMPETITION AND IMPROVE THE PROBABILITY OF SEEDLING SURVIVAL AND GROWTH, GRASS AND WEED COMPETITION IN PLANTING AREAS MAY BE SCALPED OR CONTROLLED BY OTHER METHODS.
  15. ONCE THE SIDE SLOPES OF THE EXTRACTED LAKE HAVE BEEN GRADED USING OVERBURDEN AS BACKFILL, THESE AREAS SHOULD BE FINE GRADED WITH A VENEER OF SOIL. APPROPRIATE NATIVE VEGETATION SHOULD BE PLANTED IN THIS AREA TO PROMOTE THE CREATION OF ARTIFICIAL WETLANDS. POSSIBLE PLANTS FOR THIS VEGETATION PROGRAM INCLUDE: SAGITARIA LATIFOLIA, SPARGANUM EURYCARPUM, JUNCUS SP., ALISMA PLANTAGO AQUATICA, CALTHA PALUSTRIS, CALLA PALUSTRIS, SCIRPUS SP., POTYDNERIA GORDATA, VALLISNERIA AMERICANA, POTAMOGETON SP., CAREX STIPATA, CAREX LACUSTRIS, CAREX AQUATIS.
  16. DURING THE ROUGH GRADING STAGE OF THE SITE, THE LICENSEE SHALL CREATE THE FOLLOWING MICROHABITAT FEATURES: SMALL DEPRESSIONS, MOUNDING OF SOIL IN A LONG LINEAR FORMATION, BRUSH PILES, EPHEMERAL POOLS, AND STONE PILES. THE INTENT OF THIS GRADING PROGRAM IS TO DIVERSIFY THE LANDSCAPE AND TO CREATE HABITAT OPPORTUNITIES FOR A VARIETY OF WILDLIFE, INCLUDING AMPHIBIANS.
  17. THE LAKE WILL BE REHABILITATED TO PROVIDE FOR FISHERIES ENHANCEMENT OPPORTUNITIES. IT IS ANTICIPATED THAT THE LAKE WILL PROVIDE SUITABLE HABITAT FOR COLDWATER FISH SPECIES. OPPORTUNITIES FOR THE CREATION OF FISHERIES HABITAT WILL BE CONSIDERED THROUGH THE STRATEGIC PLACEMENT OF THE FOLLOWING: LARGE BOULDERS, PILES OF STONES, STUMPS ALONG THE EDGE OF THE LAKE, MOUNDING AREAS AND SAND SPITS. IN NEAR SHORE AREAS, ON LANDS THAT WILL NOT BE REHABILITATED AS ARTIFICIAL WETLANDS, VARIABLE SHORELINES WILL ALSO BE CONSIDERED. THE AREA RECEIVING THIS MODIFIED SIDE SLOPING DETAIL FOCUSES ON THE FIRST 3 M OF FINAL LAKE WATER LEVEL. SIDE SLOPING AND PLANTING DETAILS SIMILAR TO THE ARTIFICIAL WETLAND ENHANCEMENT PROGRAM WILL BE EMPLOYED.
  18. THE WATER TABLE ELEVATION WITHIN THIS LICENCE IS LOCATED AT APPROXIMATELY ± 321.5 MASL TO ± 314 MASL.
  19. UPON RECEIPT OF THE LICENCE, THE LICENSEE SHALL INITIATE REFORESTATION OF THE NORTHERLY AND EASTERLY SETBACK AREAS. THE TYPES OF TREES WILL INCLUDE: WHITE PINE, WHITE SPRUCE, WHITE CEDAR, RED OAK, RED/SILVER MAPLE AND SUGAR MAPLE. WHITE PINE, SUGAR MAPLE AND RED OAK SHOULD BE USED ON THE MID-TO-UPPER SLOPES AREAS, WHILE WHITE SPRUCE, WHITE CEDAR, RED/SILVER MAPLE SHOULD BE USED ON THE LOWER SLOPE AREAS. SEEDLING STOCK CAN BE USED WITH A MINIMUM PLANTING DENSITY OF 400 SEEDLINGS PER ACRE. SEEDLINGS WILL BE PLANTED AT A 2.4M x 2.4M SPACING. A MINIMUM OF 70% OF THE SEEDLINGS SHALL BE CONIFEROUS SPECIES.
  20. THE FOLLOWING SHRUBS MAY BE INCLUDED IN THE REPLANTING PROGRAM: GREY DOGWOOD, STAGHORN SUMAC, NANNYBERRY AND CHOKE CHERRY.
  21. PRIOR TO REFORESTATION, COMMON BUCKTHORN AND OTHER INVASIVE ALIEN SHRUBS SHALL BE CUT DOWN LOW TO THE GROUND. IF THESE NON-NATIVE SHRUBS ARE CUT IN JULY OR EARLY AUGUST, THEIR STUMPS SHOULD BE IMMEDIATELY SPRAYED WITH A SYSTEMIC HERBICIDE, SUCH AS ROUNDUP. HOWEVER, IF CUTTING IS CARRIED OUT DURING OTHER SEASONS, HERBICIDE TREATMENT SHOULD BE DEFERRED UNTIL SPROUTS HAVE FORMED (I.E. LATE SPRING OR EARLY SUMMER) AND THE HERBICIDE SHOULD BE SPRAYED DIRECTLY ON NEW FOLIAGE.



### KEY PLAN



N.T.S.

THIS SITE PLAN IS PREPARED FOR SUBMISSION TO THE MINISTRY OF NATURAL RESOURCES IN CONNECTION WITH AN APPLICATION FOR A CLASS A LICENCE CATEGORY 1 EXTRACTION BELOW THE WATER TABLE UNDER THE AGGREGATE RESOURCES ACT AND REGULATIONS

THIS SITE PLAN HAS BEEN PREPARED UNDER THE DIRECTION OF AND CERTIFIED BY A PERSON APPROVED BY THE MINISTER OF NATURAL RESOURCES (AS PER SECTION 84(1) OF THE AGGREGATE RESOURCES ACT)

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**LICENSEE:**  
COX CONSTRUCTION LIMITED  
P.O. BOX 427, 965 YORK ROAD  
GUELPH, ONTARIO N1H 6K6

APPROVED: R.P.S.	DRAWN: G.S.		
PLOTTED: SEPTEMBER 25, 2013	FILE: 20-10-03-23.dwg		
1 JULY 3, 2013	NOTE CHANGES FOR 9, 19 AND 21		
	R.P.S.		
No.	DATE	DESCRIPTION	APP'D
AMENDMENTS			

**STOVEL** and Associates Inc.

855 ORANGEVILLE ROAD  
FERGUSON, ONTARIO  
N4M 1T6  
PHONE: (519) 843-9322

SCALE 1:4,000

**Karen Landry**

---

**From:** stovel.associates@sympatico.ca  
**Sent:** September-25-15 7:59 AM  
**To:** Karen Landry  
**Cc:** Regan Cox; Kelly Patzer; Aldo Salis  
**Subject:** Fw: Cox - Puslinch Pit Expansion

Hi Karen: good to go. I will fix that typo. Talk soon, Rob  
 Sent wirelessly from my BlackBerry device on the Bell network.  
 Envoyé sans fil par mon terminal mobile BlackBerry sur le réseau de Bell.

---

**From:** "Richardson, Seana (MNRF)" <[Seana.Richardson@ontario.ca](mailto:Seana.Richardson@ontario.ca)>  
**Date:** Fri, 25 Sep 2015 11:51:25 +0000  
**To:** [stovel.associates@sympatico.ca](mailto:stovel.associates@sympatico.ca)<[stovel.associates@sympatico.ca](mailto:stovel.associates@sympatico.ca)>  
**Subject:** RE: Cox - Puslinch Pit Expansion

Hi Rob,

Those revisions are fine.

Just a grammar item, note 22 should read "or" instead of "of". 22. THE LICENSEE SHALL PROVIDE PRIOR NOTIFICATION TO THE TOWNSHIP OF PUSLINCH OF ANY SITE PLAN OF LICENCE AMENDMENT.

Seana

**Seana Richardson**  
 Aggregate Technical Specialist  
 Ministry of Natural Resources and Forestry, Guelph District  
 1 Stone Road West  
 Guelph ON, N1G 4Y2  
 (P) 519-826-4927  
 (E) [Seana.Richardson@ontario.ca](mailto:Seana.Richardson@ontario.ca)

---

**From:** [stovel.associates@sympatico.ca](mailto:stovel.associates@sympatico.ca) [<mailto:stovel.associates@sympatico.ca>]  
**Sent:** September 24, 2015 6:20 PM  
**To:** Richardson, Seana (MNRF)  
**Subject:** Fw: Cox - Puslinch Pit Expansion

These are the edits. Rob  
 Sent wirelessly from my BlackBerry device on the Bell network.  
 Envoyé sans fil par mon terminal mobile BlackBerry sur le réseau de Bell.

---

**From:** Karen Landry <[KLandry@puslinch.ca](mailto:KLandry@puslinch.ca)>  
**Date:** Tue, 22 Sep 2015 13:59:49 +0000  
**To:** Stovel and Associates Inc<[stovel.associates@sympatico.ca](mailto:stovel.associates@sympatico.ca)>  
**Cc:** Aldo Salis<[aldos@wellington.ca](mailto:aldos@wellington.ca)>; Regan Cox<[racox@coxconstruction.ca](mailto:racox@coxconstruction.ca)>; Kelly Patzer<[kpatzer@puslinch.ca](mailto:kpatzer@puslinch.ca)>  
**Subject:** RE: Cox - Puslinch Pit Expansion

6.2(2)



PEOPLE | ENGINEERING | ENVIRONMENTS

September 24, 2015  
Our File: 119024

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

**RECEIVED**  
**SEP 24 2015**

**Township of Puslinch**

Attention: Ms. Karen Landry  
CAO/Clerk

Re: Mini Lakes Wastewater Treatment  
Plant Effluent Monitoring Report,

Dear Ms. Landry:

We have received and reviewed council's questions (email dated September 10, 2015) regarding Stantec's report dated March 26, 2015. It is our understanding that Stantec has requested to omit the 12 month rolling average compliance provision within the site's Ministry of Environment and Climate Change (MOECC) ECA documents.

We have reviewed the past Operations and Maintenance manuals and have noted that the 12 month rolling average has been out of compliance periodically and has been reported to the MOECC. It appears that the treatment plant has issues meeting the nitrate effluent criteria during colder season such as late fall through into winter.

GM BluePlan Engineering has no objections or concerns regarding Stantec's request on the condition that the MOECC approves the proposed change and issues an addendum to the current ECA.

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

Yours truly,

GM BLUEPLAN ENGINEERING

Per:

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

SC/mh

CLERK'S DEPARTMENT	
TO	MH
Copy	
Please Handle	
For Your Information	
Council Agenda	Oct 1/5
File	

6.2(b)



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

May 8, 2015  
File: 1611 07544/31

RECEIVED

MAY 08 2015

Township of Puslinch

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

CLERK'S DEPARTMENT	
TO S.D - Comments	
Copy	
Please Handle	
For Your Information	
Council Agenda	
File	

Dear Ms. Landry,

**Reference: Mini Lakes Mobile Home Community Quarterly Monitoring Program – 1<sup>st</sup> Quarter 2015**

Please find enclosed the wastewater treatment plant effluent results for Mini Lakes Mobile Home Community, provided in Table 1 (attached). These results are provided in accordance with the Operation and Maintenance Agreement between the Mini Lakes Residents Association and The Township of Puslinch, and the Certificate of Approval (CofA) for the sewage system. This letter represents the first quarter reporting for 2015.

As shown on Table 1, plant effluent has been sampled and analyzed on three (3) occasions for this quarter.

The average CBOD5 concentration for the quarter is 8.0 mg/L, which is below the compliance limit of 20 mg/L. CBOD5 values were below the compliance limit on all three of the sampling occasions this quarter. The 12-month rolling average for CBOD5 is 16.5 mg/L. Overall the plant is deemed to be performing very well with respect to CBOD5.

The average TSS concentration for the quarter is 3.0 mg/L, which is below the compliance limit of 20 mg/L. TSS values were below the compliance limit on all three (3) sampling occasions this quarter. The 12-month rolling average for TSS is 7.1 mg/L. Overall, the plant is deemed to be performing very well with respect to TSS.

The average total phosphorus (TP) concentration for the quarter is 0.08 mg/L which is below the compliance limit of 1.0 mg/L. TP values were below the compliance limit on all three sampling occasions this quarter. The 12-month rolling average for TP is 0.4 mg/L. Overall, the plant is deemed to be performing well with respect to TP.

The average nitrate concentration for the quarter is 8.9 mg/L, which is above the compliance limit of 5.0 mg/L. Nitrate values were above the compliance limit on all three (3) sampling occasions this quarter. The 12-month rolling average for nitrate is 4.9 mg/L, which is close to the compliance limit of 5.0 mg/L. As water temperature greatly reduces the ability of the system to denitrify, achieving compliance with the C of A for nitrate is difficult in the winter months.



May 8, 2015  
Karen Landry, CAO/Clerk  
Page 2 of 4

**Reference: Mini Lakes Mobile Home Community Quarterly Monitoring Program – 1<sup>st</sup> Quarter 2015**

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

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

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

- Primary clarifier upgrades including:
  - A partition wall separating the chamber into two compartments, an inlet and sludge storage compartment having a working volume of 73 m<sup>3</sup> and a primary effluent compartment having a working volume of 23 m<sup>3</sup>.
  - An inlet baffle plate.
  - An outlet weir box and baffle plate.
  - Extension of all sludge recirculation piping to inlet chamber.
- Denitrification inlet modifications to allow crossover between trains for redundancy and option to run on one (1) RBC train and two (2) tertiary trains.



May 8, 2015  
Karen Landry, CAO/Clerk  
Page 3 of 4

**Reference: Mini Lakes Mobile Home Community Quarterly Monitoring Program – 1<sup>st</sup> Quarter 2015**

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

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

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

Results for dissolved oxygen (DO) this quarter are well above optimal values at an average of 8.1 mg/L, where the objective is to be below 2 mg/L to ensure reliable denitrification. The effluent DO concentrations are higher than in the previous quarter which showed DO effluent concentrations averaging 7.0 mg/L. An assessment of historic nitrate data appears to show more of a correlation between seasonal temperature variation and nitrate reduction than DO concentration; however, low DO levels are generally necessary for efficient denitrification. Higher DO is expected over the winter quarter due to higher oxygen saturation concentration in cold water.

The remaining parameters shown on Table 1 have been sampled in accordance with the CofA; however, they do not have compliance limits. The results for these additional parameters are deemed to be acceptable and are reasonable for this type of wastewater treatment plant. Results for effluent E.coli this quarter show an average of 25,000 CFU/100 mL. Results for pH this quarter are consistent with expected values at an average of 7.42.

With respect to wastewater flows this quarter, the average flow per unit estimate is approximately 443 L/unit/day. This is slightly higher than the average per unit flow over the past three (3) years of approximately 400 L/unit/day; however, this is expected during the first quarter when infiltration and inflow is higher coupled with declining occupancies. The design average is 540 L/unit/day and the maximum daily design flow is 800 L/unit/day. Estimated per unit flows have not exceeded the daily design basis this quarter. The average day flow was only 45.5% of the design average day flow of 216 m<sup>3</sup>/d this quarter, and the maximum day flow never exceeded the wastewater treatment plant maximum day design flow of 320 m<sup>3</sup>/d. Based on these trends and the fact that the development as a whole is approximately 65% built out based on original design (and 90% based on current Draft Plan of Subdivision application for 292 total units), it is our opinion that



May 8, 2015  
Karen Landry, CAO/Clerk  
Page 4 of 4

**Reference: Mini Lakes Mobile Home Community Quarterly Monitoring Program – 1<sup>st</sup> Quarter 2015**

infiltration and inflow are not an issue at this time. The average daily flows for each month, and the corresponding estimated number of occupied homes, is given below.

**Table 2: Sewage Flow Volumes**

<b>Month (2014)</b>	<b>Average Daily Flow (L/d)</b>	<b>Maximum Daily Flow (L/d)</b>	<b>Estimated Number of Occupied Homes</b>	<b>Estimated Flow per Unit (L/d)</b>
January	103,164	137,690	220	469
February	94,481	130,380	220	429
March	96,890	144,700	225	431

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

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

Regards,

**STANTEC CONSULTING LTD.**

Jamie Croft, M.A.Sc., P.Eng.  
Project Engineer  
Phone: (519) 585-7438  
Fax: (519) 579-8806  
Jamie.Croft@stantec.com

Attachment

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

rc:w:\active\161107544\_mini\_lakes\design\report\wastewater quarterly reports\2015-q1\let\_landry\_q1\_quarterly\_rpt\_20150424.docx

**Table 1**

**MINI LAKES MOBILE HOME COMMUNITY WWTP - Effluent Sampling Results**

	Effluent Sampling Parameters										
	C-BOD <sub>5</sub>	TSS	TP	NH <sub>3</sub>	NO <sub>3</sub>	NO <sub>2</sub>	TKN	TN(calc)	DO	E coli	pH
	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L	/100mL	
<b>compliance limit</b>	<b>20</b>	<b>20</b>	<b>1.00</b>	<b>na</b>	<b>5.00</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>	<b>na</b>
<b>Sampling Date</b>											
29-Apr-14	4	6	0.18	1.30	0.19	<0.01	8	8.2	8.06	18,000	7.41
26-May-14	38	<10	0.30	2.00	5.60	0.53	4	10.1	5.34	65,000	7.04
20-Jun-14	14	<10	0.16	7.60	3.05	0.56	9.2	12.8	5.33	200,000	7.12
18-Jul-14	8	14	0.34	6.70	1.18	0.74	12	13.9	4.06	0	7.05
30-Jul-14					4.14	0.27					
31-Jul-14					4.83	0.30					
21-Aug-14	22	12	0.22	5.90	3.43	0.72	7.4	11.6	5.13	200,000	6.98
16-Sep-14	50	4	1.90	6.30	1.22	0.49	13	14.7	3.21	76,000	7.38
29-Sep-14	14										
27-Oct-14	10	9	0.22	5.50	5.61	0.55	7.7	13.9	8	19,000	7.28
11-Nov-14	23	13	0.21	3.50	3.99	0.73	5.6	10.3	5.91	4,800	7.22
16-Dec-14	8	17	0.26	3.90	3.39	0.33	5.9	9.6	7.01	27,000	7.33
13-Jan-15	8	2	0.09	2.90	8.09	0.56	4.1	12.8	8.15	15,000	7.39
18-Feb-15	5	3	0.06	2.20	11.40	0.64	2.8	14.8	8.06	20,000	7.33
17-Mar-15	11	4	0.09	2.20	7.29	0.58	3.4	11.3	8.14	40,000	7.54
Q1 Sample count	3	3	3	3	3	3	3	3	3	3	3
Q1 Average	8.0	3.0	0.08	2.4	8.9	0.6	3.4	13.0	8.1	25000.0	7.4
YTD Average	8.0	3.0	0.1	2.4	8.9	0.6	3.4	13.0	8.1	25000.0	7.4
12-mo Rolling Avg.	16.5	7.1	0.4	4.4	4.9	0.6	6.8	12.3	6.2	60618.2	7.2
12-mo Count	13	11	11	11	13	13	11	11	11	11	11

notes:

- Shaded area exceeds compliance limit.
- 1. Compliance Limits stipulated in Certificate of Approval for the Sewage System.
- 2. na - No compliance limits stipulated by Certificate of Approval.
- 3. YTD - Year to date

# **CH2MHILL.**

CH2M HILL Canada Limited  
72 Victoria Street S., Suite 300  
Ontario N2G 4Y9  
Kitchener, Ontario, N2G 4Y9  
Tel 519.579.3500  
Fax 519.579.8986

April 27, 2015

376569

Mini Lakes Residents Association  
c/o M.F. Property Management Limited  
373 Woolwich Street  
Guelph, Ontario, N1H 3W4

Re: Groundwater & Surface Water Monitoring Report  
First Quarter – January to March 2015

Attention: Ivan Horvat  
President

## **Background**

In accordance with Certificate of Approval – Sewage - No. 2113-7M8RBP (CofA), quarterly groundwater sampling and monitoring and quarterly surface water sampling are required to be completed by the Mini Lakes Residents Association (MLRA).

The sewage treatment plant and associated disposal trenches were commissioned in April, 2001. This report is a summary of groundwater and surface water quality data obtained during the first quarter of 2015. All groundwater sampling and water level monitoring was performed on March 26, 2015. All surface water sampling and monitoring was performed on March 30, 2015.

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

There are nine groundwater sampling and monitoring locations (MW1, MW2, MW4, MW5, MW6, MW7, MW8, MW9, and MW10) requiring quarterly sampling and water level monitoring (shown in Figure 1-1). Using an audible water level tape, static water level measurements were collected at each location prior to purging and sampling. Each monitoring well was purged and sampled using a peristaltic pump. Each well was purged until water ran 'clear' and then samples were collected directly into laboratory supplied containers. The quarterly sampling requirements are summarized in Table 1. CH2M HILL visited the site during the first quarter groundwater sampling event on March 26, 2015 and

provided recommendations to MLRA to improve the groundwater sampling methodology (CH2M HILL 2015) in accordance with standard industry procedures and best practices. It was recommended that AWC develop and follow a Standard Operating Procedure (SOP) to guide all future groundwater sampling events in accordance with industry best standards and practices.

Surface water is sampled at seven monitoring locations (SW1 through SW7) requiring quarterly sampling and field measurement (shown in Figure 1-1). Surface water samples are collected by dipping a laboratory prepared jar into the flow of water at the monitoring location. The quarterly sampling requirements for surface water are summarized in Table 1.

Samples were packed on ice in coolers and shipped to Maxxam Analytics Inc. (Maxxam) Laboratory in Waterloo for analysis. Maxxam is accredited by the Standards Council of Canada, in cooperation with the Canadian Association for Laboratory Accreditation, for specific environmental tests listed in the scope of accreditation approved by the Standards Council of Canada.

## Overburden Groundwater Elevations

Water level elevations were measured in each monitoring well prior to purging and sampling during the first quarter of 2015. The actual overburden groundwater elevations and "top of casing" elevations in each monitoring well are calculated from topographic survey measurements taken at each monitoring well. The first quarter water level measurements were taken on March 26, 2015 and are provided in Table 2 with groundwater elevations.

A comparison of the groundwater elevations (metres below ground surface (mbgs)) between the first quarter of 2015, and the first quarter of 2014, indicates a slight increase in overburden groundwater elevation, compared to the same quarter in 2014 at 3 of 9 monitoring locations. The increase in elevation between March 2014 and March 2015 ranged between 0.01 metres (m) (MW4) to 0.07 m (MW7). Decreases in overburden groundwater elevation was observed in 6 of 9 monitoring locations when comparing first quarter 2014 data to first quarter 2015 data. Decreases in elevation ranged from 0.01m (MW1, MW8 and MW10) to 0.06 m (MW6). Groundwater elevation data for the last 5 years is presented in Attachment A. In general water elevations show a stable trend since 2010 with seasonal fluctuations likely related to precipitation. Seasonal trends in groundwater elevation show that groundwater tends to be high in the spring and low in the summer, increasing again in the fall. In general as presented in the previous annual sampling reports, the groundwater flow direction in the overburden is in a west-southwest direction.

## Groundwater Sampling – Analytical Results

Three key parameters were identified by the Ontario Ministry of the Environment and Climate Change (MOECC) during the pre-construction discussion as the main constituents of concern (COCs); nitrate, total phosphorus (Tp) and *Escherichia coli* (*E.coli*). In groundwater the analytical results are compared to the following standards:

- Nitrate concentrations are compared to the Reasonable Use Policy (RUP) objective for the site (2.74 milligrams per litre (mg/L)) which was developed based on water quality conditions at the upstream property boundary prior to the implementation of the wastewater treatment system in April 2001. The Nitrate concentration at the property boundary was considered the most critical nutrient of interest as identified by the MOECC during completion of the CofA for Mini Lakes.
- There is no RUP or Ontario Drinking Water Quality Standard (ODWQS) for Tp; therefore concentrations of Tp in groundwater is reviewed for general trends.
- *E.coli* is compared to the ODWQS of 0 coliforms per 100 millilitre (CFU/100 mL). It should be noted that total coliforms were specified in the original Certificate of Approval No. 3-0356-99-006. However, a MOECC Technical Memorandum dated April 5, 2007 from the Technical Support Section of the West Central Region to the Environmental Officer of the Guelph District Office recommended that *E. coli* be reported instead of total coliforms. *E.coli* concentrations have been reported instead of total coliforms since July, 2007.

Laboratory certificates of analysis for groundwater are presented in Attachment B and the concentration of nitrate, Tp and *E. coli* in groundwater from the first quarter of 2015 is summarized in Table 3.

### **Nitrate Concentrations**

The RUP for nitrate in the overburden aquifer at the downstream property boundary was set at 2.74 mg/L and is represented by groundwater monitoring well MW8. The concentration of nitrate at MW8 in the first quarter of 2015 was non-detectable (Table 3). The RUP is derived from data collected at the upstream property boundary. The upstream property boundary is represented by MW1. The nitrate concentrations at both MW1 was also reported as non-detectable in the first quarter of 2015 (Table 3). Nitrate concentrations at these locations have been stable since 2010 years as presented in Attachment C.

As a best management practice to understand nitrate concentrations across the site, all onsite monitoring locations were compared to the RUP. During the first quarter of 2015 the nitrate concentration was above the RUP at MW2 (6.84 mg/L) and MW4 (8.33 mg/L). Nitrate concentrations at these locations, which are located closest to the infiltration cells, have often exceeded the RUP since sampling and monitoring began in 2001 with concentrations over the last 5 years ranging from non-detect to 8 mg/L at MW2 and 3.7 to 10.9 mg/L at MW4. Nitrate concentrations for the last 5 years at these locations are presented in Attachment C. In general nitrate concentrations tend to be higher in spring/early summer than fall. Although concentrations of nitrate exceeds the RUP at MW2 and MW4, concentrations of nitrate at all other locations are either non-detect or below the RUP.

### **Total Phosphorus (Tp) Concentrations**

The observed concentration for Tp at the upstream property boundary, MW1, during the first quarter of 2015 was 0.22 mg/L (Table 3). At the downstream property boundary, MW8, the observed Tp concentration was 0.024 mg/L (Table 3). Concentrations of Tp in

groundwater at MW1 and MW8 have been stable for the last 5 years as presented in Attachment C.

Tp was also detected at MW9 and MW10 at concentrations of 0.047 mg/L and 0.039 mg/L, respectively as presented in Table 3. Tp concentrations at MW9 have been stable at MW9 since 2010 (that is there is neither an increasing nor decreasing trend in the last five years) and are similar to concentrations of Tp observed at MW1 which is also an upstream location, shown in Attachment C.

Tp concentration was observed to have been elevated at MW10 since the well was replaced in 2011 ranging from 0.45 to 19 mg/L. The concentrations of Tp at MW10 have shown a decline since 2013 but remain high in comparison to other monitoring wells on site. CH2M HILL observed sampling at MW10 during the first quarter of 2015 on March 26, 2015. It was visually observed that the groundwater at this location was silty. Upon recommendation from CH2M HILL, AWC purged this well longer in the field, until water began to run clear, prior to collecting samples. Elevated concentrations of Tp can occur due to sediment entrained in the water sample. Review of the analytical data showed that Total Suspended Solids (TSS) measured at MW10 when elevated Tp concentrations were reported ranged 1,300 to 45,000 mg/L. The concentration of Tp at MW10 was 0.039 mg/L in the first quarter of 2015 which is similar to concentrations of Tp observed at MW1, MW8 and MW9 where Tp was detected. The Tp concentration of 0.039 mg/L measured during the March 2015 sampling event when the well was purged until it ran clear is significantly lower than the concentration of 4 mg/L measured at this location in December 2014. This reduction in Tp concentrations between the two sampling events following a change in sampling technique to better align with standard industry practices suggests that previous sampling results may have been biased high as a result of previous sampling techniques which led to increased suspended particulate in the groundwater samples. Further monitoring data will be required to confirm this however. TSS at MW10 during the first quarter of 2015 was non-detectable and in December 2014, when Tp was reported as elevated, TSS was reported as 14,000 mg/L.

### ***Escherichia coli* Concentrations**

The ODWQS for *E. coli* in groundwater is 0 CFU/100mL. The *E. coli* count observed at both MW1 and MW8 was 0 CFU/100 mL during the 4<sup>th</sup> quarter of 2014 (Table 3). The *E. coli* count at all other monitoring locations was also reported as 0 CFU/100mL during the first quarter of 2015 which is consistent with data from 2010. Generally *E. coli* in groundwater has been reported as 0 CFU/100mL at most monitoring locations with occasional detections since 2010 with the exception of MW9 which often has detectable concentrations of *E. coli*. MW9 located upstream of the sewage treatment system and is located in a wooded area, it is likely that historically elevated *E. coli* could be from wildlife sources in the area.

## **Surface Water Sampling – Analytical Results**

Nitrate, Tp and *Escherichia coli* (*E. coli*) are the main COCs in surface water and were determined by the MOECC. In surface water the analytical results are compared to the following standards:

- Nitrate concentrations are compared to the Canadian Environmental Quality Guidelines (CEQG) at the property boundary as there is no Provincial Water Quality Objective (PWQO) for nitrate. The CEQG for Nitrates is 3.0 mg/L.
- Tp is compared to the PWQO of 0.02 mg/L although the surface water quality within Mill Creek (northwest of the site boundary) does not meet PWQO for Tp. The PWQOs were established to ensure the protection of water quality for aquatic life and recreation and further degradation of water quality with respect to Tp concentration is not permitted. During sampling of surface water in 1996 and in conjunction with a hydrogeological study for the site a baseline concentration of 0.10 mg/L in surface water was observed at the downstream property boundary (CH2M Gore & Storrie Limited, 1996).
- Like groundwater, *E.coli* has been reported instead of total coliforms since July, 2007. *E.coli* is compared to the PWQO of 100 CFU/100 mL.

During the first quarter in 2015, surface water sampling was conducted on March 30 2015, as required in the CofA. These sampling results are included as an attachment to the report (Attachment D). Table 4 is a summary of the concentrations detected in the surface water from all monitoring locations for the key parameters of nitrates, Tp and *E. coli*.

### **Nitrate Concentrations**

During initial criteria evaluation prior to project initiation, the original criteria for nitrate at the downstream property boundary, represented by surface water sampling station SW6, was 1.08 mg/L, based on historical results and the maximum concentration for nitrate observed at the downstream property boundary. The new guideline is 3.0 mg/L as specified in the CEQG. The nitrate concentration observed at the upstream property boundary, represented by SW1, in the first quarter of 2015 was not detected. At the downstream property boundary, represented by SW6, the nitrate concentration was also non-detect. The maximum nitrate concentration of 0.46 mg/L was observed at SW5 (upstream of the confluence) during the first quarter of 2015. Nitrate concentrations at all of the surface water sample locations have been reported below the CEQG since 2010 (Attachment E).

### **Total Phosphorus (Tp) Concentrations**

Tp at the upstream property boundary, represented by SW1, was reported at 0.031 mg/L. At the downstream property boundary (SW6), the Tp concentration was 0.02 mg/L. Tp was also detected at SW2 (0.025 mg/L) and SW7 (0.025 mg/L) during the first quarter of 2015. Tp at both of these locations exceed the PWQO for Tp. While occasional exceedances of the PWQO have been observed at SW3, SW4, SW5 and SW7 over the last 5 years (Attachment E), Tp concentrations have stayed below the baseline concentration of 0.1 mg/L in surface water.

### **Escherichia coli Concentrations:**

The *E. coli* concentration at the upstream property boundary, SW1, was 7 CFU/100 mL. At the downstream property boundary, SW6, the *E. coli* concentration was 0 CFU/100 mL. The maximum *E. coli* concentration in the first quarter of 2015 was observed at SW5 at 10 CFU/100 mL. *E.coli* was also detected at SW3 (2 CFU/100mL) and SW7 (6 CFU/100mL).

Despite detections of *E.coli* there were no exceedances of the PWQO in the first quarter of 2015. Detections of *E.coli* are likely a result of natural sources such as wild life. SW5 and SW7 are located offsite in wooded areas and SW1 and SW3 are located on the onsite ponds which tend to be populated by geese. *E.coli* concentrations from 2010 to 2014 are presented in Attachment E. Concentrations have fluctuated throughout each year and tend to be higher in in the third quarter of each year. With the exception of SW1 which tends to be highest in the fourth quarter.

### **Physical Measurements**

Physical measurements of pH and temperature were collected on March 30, 2015 at each surface water sampling location. These results are presented in Table 5 with calculated un-ionized ammonia concentrations as required by the CofA. Un-ionized ammonia is compared to the PWQO of 20 µg/L. Ammonia was detected at all surface water monitoring locations however un-ionized ammonia did not exceed the PWQO at any locations in the first quarter of 2015. In general, concentrations of un-ionized ammonia are similar to those seen throughout the last five years. However, when compared to the data from the same quarter (quarter 1 of 2010 through 2014), un-ionized ammonia is higher in concentration in the first quarter of 2015 than concentrations in the first quarter of last 5 years. The average concentration of un-ionized ammonia in the first quarter 2010 to 2014 is 1.09 µg/L and the average concentration of un-ionized ammonia in the first quarter of 2015 is 6.38 µg/L. Un-ionized ammonia concentrations was the highest at SW4 (17.59 µg/L) in the first quarter of 2015. Elevated ammonia could be a result of natural sources, however based on the current data set it is difficult to determine. It is recommended that field parameters of pH and temperature be collected at each groundwater monitoring location during future sampling events in order to assess the concentrations of un-ionized ammonia in groundwater to enable comparison to the surface water results for reference purposes.

### **Limitations**

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

Mini Lakes Residents Association  
Page 7  
April 27, 2015

## References

CH2M Gore & Storrie Limited. 1996. *Hydrogeological Assessment of Mini Lakes Country Club and Trailer Resort*.

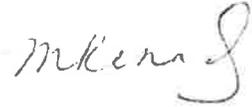
CH2M HILL Canada Limited. (CH2M HILL). 2015. *Mini Lakes Groundwater Sampling - Recommendations*. April 14.

Ministry of the Environment and Climate Change (MOECC). 2009. *Amended Certificate of Approval, Municipal and Private Sewage Works, Number 2113-7M8RBP*. February 18.

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

Sincerely,

CH2M HILL Canada Limited



Mary Kennedy, MSc.  
Project Manager

CH2M HILL Canada Limited



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

cc: Jamie Croft  
Stantec Consultants

Diane Paron  
MF Property Management Ltd.

6.2(c)



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

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

Our File: 9801  
Puslinch File: E12-MIN

September 22, 2015

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

Attention: Ms. Karen Landry  
CAO/Clerk

**RECEIVED**  
**SEP 22 2015**  
Township of Puslinch

Dear Ms. Landry;

Re: Mini Lakes 1st Quarter 2015 – Groundwater Monitoring

We have reviewed the 1st Quarter results of the groundwater and surface water monitoring program for Mini Lakes Mobile Home Community. The monitoring program involves obtaining water quality samples from several groundwater monitors and several surface water locations in Mill Creek and waterways within the Mini Lakes site. The purpose of the monitoring was to verify that the approved expansion of the Mini Lakes Community did not result in a degradation of groundwater and surface water.

The surface water results indicate that total phosphorous exceeds the Provincial Water Quality Objective in several samples obtained from the site and Mill Creek off-site. SW6 (outlet) has now had three consecutive quarters with elevated phosphorous and SW1(upstream) has had two consecutive quarters with elevated phosphorous. The fact that upgradient waters are also elevated and have greater concentration than downstream suggests that the treatment system is not the cause.

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

*E. coli* bacteria have been detected in all of the water samples except at the outlet (SW6). The presence of the bacteria cannot be attributed to activities occurring at the Mini Lakes sewage treatment plant.

Groundwater samples obtained from monitoring wells immediately

Township of Puslinch  
September 22, 2015

Page 2

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

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

Sincerely,

Härden Environmental Services Ltd.



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

(6.3la)



Alcohol and Gaming Commission of Ontario  
Telephone: 416 326-8700  
1 800 522-2876 toll free in Ontario  
Fax: 416 326-5555

# Agency Letter of Approval

Note: A separate letter is required from Building, Fire and Health authority.

**THIS FORM IS NOT REQUIRED FOR CHANGES IN OWNERSHIP ONLY.**

**Attention: Approving Agency**

This form is supplied for the convenience of approving authorities. Any individual agency may choose to utilise their own specific correspondence.

Name of approving agency <b>Puslinch Fire And Rescue Services</b>				
Address		Street Type	Direction	Suite/Floor/Apt.
Street Number <b>7404</b>	Street Name <b>Wellington 34</b>	<b>Road</b>		
Lot/Concession/Rural Route		City/Town/Municipality <b>Guelph, (Puslinch Township)</b>	Postal Code <b>N 1 H 6 H 9</b>	

<b>Re:</b>		Municipality <b>Puslinch</b>		
Name of Establishment <b>The Dirty Apron</b>		Street Type	Direction	Suite/Floor/Apt.
Street Number <b>599</b>	Street Name <b>Arkel Road</b>	<b>Road</b>		
Lot/Concession/Rural Route		City/Town <b>Arkel</b>	Postal Code <b>N 0 B 1 C 0</b>	

Please indicate:  New Building OR  Alterations  
 Indoor Areas  Outdoor Areas

Agency has no objections to the use of this facility as a licensed premises under the *Liquor Licence Act*. No determination or assessment has, or will be made, at this time with respect to the occupant load.

Agency has no objections to the use of this facility as a licensed premises under the *Liquor Licence Act*.  
 A total occupant load has been established at Indoor 81 Outdoor 47

Note: If the total occupant load should be segmented into specific areas, please define below or provide appropriate attachment.

Agency has no objections to the use of this facility as a licensed premises under the *Liquor Licence Act* following compliance with the identified requirements. Note conditions below or provide appropriate attachment.

81 indoors - Side room 46  
 - Front Entrance area 15 3  
 - Main area 20

47 Patio (outdoors) 3

See attachment

Name of approving official (please print) <b>Jason Benn</b>	Title of approving official <b>Fire Prevention Officer</b>	Date <b>July 27th, 2015</b>
Signature of approving official 	Telephone number <b>( 519 ) 821 - 3010</b>	Fax number <b>( 519 ) 836 - 6421</b>

6.3 (b)



Return completed form to: Alcohol and Gaming Commission of Ontario 90 SHEPPARD AVE E SUITE 200 TORONTO ON M2N 0A4

Remplir et retourner cette formule à: Commission des alcools et des jeux de l'Ontario 90 AV SHEPPARD E BUREAU 200 TORONTO ON M2N 0A4

Municipal Information Renseignements municipaux

The information requested below is required in support of all applications for a new liquor licence or outdoor areas being added to an existing liquor licence.

Les renseignements sont recueillis conjointement à toute demande de nouveau permis d'alcool ou d'ajout de zones de plein air à un permis d'alcool existant.

Section 1 - Application Details

Section 1 - Détails de la demande

Establishment name / Nom de l'établissement

Establishment tel. no. / N° de tél. de l'établissement

The Dirty Apron Contact name / Nom de la personne à contacter

Contact's tel. no. / N° de tél. de la personne à contacter

Exact location of establishment (provide mailing address) / Emplacement exact de l'établissement (non l'adresse postale)

Table with columns: Street Number / Numéro, Street Name / Nom de rue, Street Type / Genre de rue, Direction / Orientation de rue, Suite/Floor/Apt. / Bureau/étage/app., Lot/Concession/Route / Lot/concession/route rurale, City/ Town/Municipality / Ville/village/municipalité, Postal Code / Code postal

Does the application for a liquor licence include: / La demande de permis d'alcool porte-t-elle entre autres sur :

- Indoor areas / des zones intérieures, outdoor areas / des zones de plein air

Section 2 - Municipal Clerk's official notice of application for a liquor licence in your municipality

Section 2 - Avis officiel de demande de permis d'alcool dans votre municipalité à l'intention du (de la) secrétaire municipal(e)

Municipal Clerk: please confirm the "wet/damp/dry" status below.

Secrétaire municipal(e) : Confirmer le statut de la région ci-dessous.

Name of village, town, township or city where taxes are paid / Nom du village, de la ville ou du canton à qui les impôts sont versés : (If the area where the establishment is located was annexed or amalgamated, provide the name of the Village, Town, Township or City was known as)

Is the area where the establishment is located: / La vente de boissons alcooliques est-elle autorisée dans la région où se trouve l'établissement? Wet (for spirits, beer, wine) / Oui (spiritueux, bière, vin) Damp (for beer and wine only) / Oui (bière et vin seulement) Dry / Non

Note: Specific concerns regarding zoning or non-compliance with bylaws must be clearly outlined in a separate submission or letter within 30 days of this notification.

Remarque : Toute préoccupation concernant le zonage ou la non-conformité aux règlements municipaux doit être clairement décrité dans un document distinct ou une lettre, à l'intérieur d'une période de 30 jours après la date du présent avis.

Signature of municipal official / Signature du (de la) représentant(e) municipal(e) Title / Poste CAO / Clerk Address of municipal office / Adresse du bureau municipal 7404 Wellington Road 34, Guelph, ON N1H 6H9 Date September 10, 2015

**Karen Landry**

---

**From:** Ghuman, Abha (AGCO) <Abha.Ghuman@agco.ca>  
**Sent:** September-25-15 11:45 AM  
**To:** Karen Landry  
**Subject:** Liquor Sales File No. 803092

Dear Ms. Landry,

This is in reference to your telephone call earlier today regarding the liquor sales licence application for "The Dirty Apron" at 599 Arkeil Road, Arkeil.

As requested, I am giving below the proposed areas that are listed on the application, together with the proposed occupant load:

- a. Ground Floor : Seating Area/Lounge – Indoor – 46 persons
- b. Ground Floor : Standing/Grab & Go/Tasting – Indoor – 15 persons
- c. Ground Floor : Kitchen (Cooking Classes) – Indoor – 20 persons
- d. Ground Floor : Patio (Seasonal) – Outdoor – 47 persons

Please do not hesitate to contact me should you require any additional information with respect to the application or the application procedure.

Best Regards,

**Abha Ghuman** | Liquor Licensing Officer  
 Licensing & Registration Branch  
 T 416-325-8792 | F 416-326-0531

Toll Free 1-800-522-2876  
 Customer Service 416-326-8700

90 Sheppard Avenue East, Suite 200  
 Toronto, Ontario M2N 0A4  
[abha.ghuman@agco.ca](mailto:abha.ghuman@agco.ca) [www.agco.on.ca](http://www.agco.on.ca)



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6.3(d).

**From:** Glenna & Doug Smith [redacted]  
**Sent:** Monday, September 21, 2015 7:34 PM  
**To:** Dennis Lever; Matthew Bulmer; Susan Fielding; Wayne Stokley; Ken Roth  
**Subject:** Concern over Liquor Sales Licence

Mayor and Council Members,

A number of residents in Arkell are very concerned about the Liquor Sales Licence Application that has been submitted by the Dirty Apron, 599 Arkell Road. This is the building on the south west corner of Arkell and Watson Roads owned by John Sloom.

In the guide for Residents objecting to a liquor sales licence application it states , “ if you are concerned with parking or garbage problems created by a new bar or restaurant, you should contact your local municipal office.”

We are concerned about parking, people working out of this building use the church parking now (yes this parking is really road allowance but has always been considered church) however it really only serves to say there is no parking.

Traffic in general is a problem as indicated to you from the COP Committee, 3 hydro poles in 3 months.

It is our understanding that this licence must have Township approval. We ask that you seriously look at the safety of the residents of Arkell when making a decision on this matter. All objections must be in to the Alcohol and Gaming Commission before October 6th, 2015.

We are getting a petition signed showing traffic, parking, noise and water as our main concerns.

Respectfully submitted

Glenna R. Smith & Douglas C. Smith

519-824-0217

# DIRTY The PRON

From: The Dirty Apron Ltd.

To: The Arkell / Puslinch Community

Hello my name is Stephen Goyda and I'm the Chef/Owner of The Dirty Apron Ltd. and it is my intention to reopen the Arkell store. In doing so I have submitted an application for a liquor sales license with the Alcohol & Gaming Commission of Ontario which requires public notice by a sign posted on the building. I would like to take it a step further and let each individual member of this respected community what my intentions are.

As a resident of Arkell (residing on Watson Road South with my wife and 3 young children) I would like to clear the air and let you know that it is not my intention to open up a bar or night club in Arkell. My wife's grandfather opened the Arkell Country Mart many years ago and it was a place where the community could come together in fellowship and camaraderie. I am hoping to bring the spirit of that store back with my own little take on it. What I am opening is a small market and bistro establishment of 18 seats where the community can come and enjoy local meats & produce, light meals and snacks, take part in a cooking class, reserve a Chef's table for special occasions, and sample some craft beer. My intention with the liquor sales license is to be able to offer a glass of wine/beer while people are enjoying a nice meal or sampling some of our latest menu options. It is not my intention to have the store open until all hours of the night nor is it my intention to allow disruptions to our wonderful community. The liquor licence is intended to allow me to offer an additional level of service to the community while enjoying a meal without having to drive into Guelph. I am hoping the community will support me in bringing back a local spot for coming together.

I welcome any suggestions and ideas you may have for the store and would even be glad to show you around while we fix up and work on the inside.

In applying for the liquor licence any letters of support from the community would go a long way in helping me get started. If you are in support, it would mean the world to me if you could write to either myself [chef@thedirtyapron.ca](mailto:chef@thedirtyapron.ca) or to the AGCO direct [licensing@agco.ca](mailto:licensing@agco.ca) and reference Application Number 2777178, File Number 809092.

Thanks for taking the time to read this. I look forward to opening and to meeting and servicing this great community.

Sincerely,



Stephen Goyda

RECEIVED

SEP 30 2015

Township of Puslinch

6.4(a)



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

August 13, 2015

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

RECEIVED  
AUG 14 2015  
Township of Puslinch

Attention: Ms. Richardson

**Re: Monthly Monitoring Report  
Mill Creek Pit, License #5738  
Township of Puslinch, Wellington County**

Please find enclosed the required monitoring data for the month of July 2015. As indicated, there were no exceedences to report in this month.

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

Sincerely,

Ron Van Ooteghem  
Site Manager

C.c.

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

CLERK'S DEPARTMENT	
TO	Stan
Copy	
Please Handle	
For Your Information	
Council Agenda	Sept 16/15 (comments)
File	

Monthly Reporting  
Mill Creek Aggregates Pit  
July 2015

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
8-Jul-15	305.96	305.49	NO
16-Jul-15	305.86	305.49	NO
22-Jul-15	305.86	305.49	NO
31-Jul-15	305.76	305.49	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
8-Jul-15	306.39	305.96	0.43	0.10	NO
16-Jul-15	306.32	305.86	0.46	0.10	NO
22-Jul-15	306.44	305.86	0.58	0.10	NO
31-Jul-15	306.20	305.76	0.44	0.10	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
8-Jul-15	305.34	305.17	NO
16-Jul-15	305.27	305.17	NO
22-Jul-15	305.27	305.17	NO
31-Jul-15	305.22	305.17	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
8-Jul-15	305.55	305.34	0.21	0.06	NO
16-Jul-15	305.48	305.27	0.21	0.06	NO
22-Jul-15	305.64	305.27	0.37	0.06	NO
31-Jul-15	305.38	305.22	0.16	0.06	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
8-Jul-15	305.03	304.54	NO
16-Jul-15	304.84	304.54	NO
22-Jul-15	304.98	304.54	NO
31-Jul-15	304.70	304.54	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
8-Jul-15	305.80	305.03	0.77	0.58	NO
16-Jul-15	305.67	304.84	0.83	0.58	NO
22-Jul-15	305.81	304.98	0.83	0.58	NO
31-Jul-15	305.57	304.70	0.87	0.58	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
8-Jul-15	304.30	303.50	NO
16-Jul-15	304.24	303.50	NO
22-Jul-15	304.26	303.50	NO
31-Jul-15	304.21	303.50	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
8-Jul-15	305.02	304.30	0.72	0.32	NO
16-Jul-15	304.97	304.24	0.73	0.32	NO
22-Jul-15	305.03	304.26	0.77	0.32	NO
31-Jul-15	304.96	304.21	0.75	0.32	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
8-Jul-15	304.38	303.91	NO
16-Jul-15	304.32	303.91	NO
22-Jul-15	304.34	303.91	NO
31-Jul-15	304.31	303.91	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
8-Jul-15	305.30	304.38	0.92	0.23	NO
16-Jul-15	305.33	304.32	1.01	0.23	NO
22-Jul-15	305.39	304.34	1.05	0.23	NO
31-Jul-15	305.36	304.31	1.05	0.23	NO

Date	DP5C (mASL)	Threshold Value (mASL)	Exceedance
8-Jul-15	303.19	302.79	NO
16-Jul-15	303.07	302.79	NO
22-Jul-15	303.08	302.79	NO
31-Jul-15	303.05	302.79	NO

Date	OW5-84 (mASL)	DP5C (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
8-Jul-15	303.67	303.19	0.48	0.25	NO
16-Jul-15	303.60	303.07	0.53	0.25	NO
22-Jul-15	303.61	303.08	0.53	0.25	NO
31-Jul-15	303.46	303.05	0.41	0.25	NO

Notes:  
No exceedances to report

Monthly Reporting  
Mill Creek Aggregates Pit  
July 2015

Date	Below Water Table Extraction (tonnes)	Below Water Table Extraction (wet tonnes) Phase 4	Waterloo-Wellington Airport (July Actual)		Waterloo-Wellington Airport (30-year Normal)		Max. Allowable as per PTTM- Main Pond							
			0.6	85	(Imperial Gallons)	(Litres)	Exceedance Y/N (BELOW 305.0 mASL)	Phase 3 Pond Level (mASL)	Exceedance Y/N (BELOW 303.85 mASL)	Phase 4 Pond Level (mASL)	per minute per day	(Litres)		
1-Jul-15	0	0	0	0	0	0	0	NO	306.91	NO	306.31	NO	NO	11,365
2-Jul-15	0	7500	1,687,824	2,418,782	306.91	306.83	306.31	NO	305.57	NO	305.73	NO	NO	8,183,000
3-Jul-15	0	2850	1,683,865	3,391,706	306.83	306.83	306.31	NO	305.55	NO	305.67	NO	NO	
4-Jul-15	0	0	0	0	0	0	0	NO	0	NO	0	NO	NO	
5-Jul-15	0	0	0	0	0	0	0	NO	0	NO	0	NO	NO	
6-Jul-15	0	5400	1,692,003	2,029,216	306.79	306.84	306.30	NO	305.53	NO	305.74	NO	NO	
7-Jul-15	0	3875	1,400,544	1,641,191	306.80	306.84	306.30	NO	305.52	NO	305.73	NO	NO	
8-Jul-15	0	5400	1,671,326	3,377,188	306.84	306.83	306.31	NO	305.54	NO	305.72	NO	NO	
9-Jul-15	0	6600	1,693,323	2,586,618	306.83	306.84	306.39	NO	305.52	NO	305.70	NO	NO	
10-Jul-15	0	4375	1,683,425	1,340,273	306.84	306.84	306.31	NO	305.52	NO	305.70	NO	NO	
11-Jul-15	0	0	0	0	0	0	0	NO	0	NO	0	NO	NO	
12-Jul-15	0	0	0	0	0	0	0	NO	0	NO	0	NO	NO	
13-Jul-15	0	7500	1,687,824	1,686,504	306.77	306.77	306.30	NO	305.50	NO	305.79	NO	NO	
14-Jul-15	0	7500	1,671,106	2,415,482	306.77	306.77	306.30	NO	305.49	NO	305.73	NO	NO	
15-Jul-15	0	7500	1,664,287	2,303,738	306.90	306.90	306.31	NO	305.52	NO	305.69	NO	NO	
16-Jul-15	0	6250	1,683,425	2,624,013	306.81	306.81	306.30	NO	305.54	NO	305.62	NO	NO	
17-Jul-15	0	0	1,679,905	0	306.74	306.74	306.30	NO	305.56	NO	305.63	NO	NO	
18-Jul-15	0	0	0	0	0	0	0	NO	0	NO	0	NO	NO	
19-Jul-15	0	0	0	0	0	0	0	NO	0	NO	0	NO	NO	
20-Jul-15	0	4175	1,675,286	2,085,308	306.74	306.74	306.30	NO	305.58	NO	305.69	NO	NO	
21-Jul-15	0	7500	1,651,309	1,882,497	306.53	306.53	306.30	NO	305.60	NO	305.64	NO	NO	
22-Jul-15	0	7500	1,658,128	1,917,252	306.72	306.72	306.28	NO	305.59	NO	305.62	NO	NO	
23-Jul-15	0	6900	1,665,607	2,266,563	306.73	306.73	306.27	NO	305.58	NO	305.60	NO	NO	
24-Jul-15	0	2225	1,672,646	3,347,052	306.73	306.73	306.26	NO	305.56	NO	305.53	NO	NO	
25-Jul-15	0	0	0	0	0	0	0	NO	0	NO	0	NO	NO	
26-Jul-15	0	0	0	0	0	0	0	NO	0	NO	0	NO	NO	
27-Jul-15	0	6900	1,672,206	0	306.65	306.65	306.23	NO	305.52	NO	305.63	NO	NO	
28-Jul-15	0	5675	1,658,788	2,486,752	306.64	306.64	306.24	NO	305.52	NO	305.69	NO	NO	
29-Jul-15	0	6600	1,664,947	2,440,559	306.65	306.65	306.22	NO	305.52	NO	305.63	NO	NO	
30-Jul-15	0	6000	1,651,749	2,607,515	306.65	306.65	306.22	NO	305.52	NO	305.59	NO	NO	
31-Jul-15	0	118225	1,652,849	2,153,719	306.67	306.67	306.22	NO	305.49	NO	305.75	NO	NO	
<b>Total</b>	0	118225	36,522,374	47,001,929	306.75	306.75	306.22	NO	305.49	NO	305.68	NO	NO	
<b>Avg./ day</b>	0.0	5911.25	1,178,141.10	1,516,191.24	306.75	306.75	306.28	NO	305.54	NO	305.68	NO	NO	

Note: No exceedances to report

**Ministry of  
Transportation**



**Encroachment Permit**

**EC-2014-31L-403**

**NOT CONTROLLED ACCESS**

**ISSUED TO:** Township of Puslinch (Karen Landry)  
7404 Wellington Road 34  
Guelph, Ontario, N1H 6H9

**TO CONSTRUCT, MAINTAIN AND OPERATE HEREUNDER DESCRIBED:**

Morrison Community Streetscape Improvements - Tree and shrub planting (Phase 1).

**PERMIT CONDITIONS:**

Tree and shrub installation as per submitted Landscape Plan (Sheet L1) by MacKinnon & Associates, stamped & signed by Aaron Hill dated September 1, 2015 (attached). This permit is issued for Phase 1 only. Any future phases will require additional permits from MTO. All work shall be completed in accordance with the attached Appendix A-Conditions for Encroachment Permits and Utility Installations On or Under a King's Highway.

(ETR: 152-6/18-0 ; Sta: 14+100 Lt/Rt)

<b>LOT:</b>	<b>CON.:</b>	<b>PT/BLK:</b>	<b>PLAN:</b>	<b>ETR.:</b> 152-6/18-0
<b>GEOGRAPHIC TOWNSHIP:</b> Puslinch				<b>HWY.:</b> 6
<b>MUNICIPALITY:</b> Township of Puslinch				<b>FEE:</b> \$ 1,040.00
<b>COUNTY/DIST/REG.:</b> Wellington				<b>EXPIRY DATE:</b> September 18, 2025
<b>DIA. &amp; LENGTH OF PLANT:</b> 1.00 mm X 0.4000 Km				

THIS PERMIT IS ISSUED UNDER THE AUTHORITY VESTED IN THE MINISTER BY THE PUBLIC TRANSPORTATION AND HIGHWAY IMPROVEMENT ACT AND THE REGULATIONS PURSUANT THERETO AND IS SUBJECT TO THE CONDITIONS ON THE BACK HEREOF, INCLUDING ANY AGREEMENT APPLICABLE TO THE ENCROACHMENT AUTHORIZED BY THIS PERMIT

**DATED AT:** London

**ON:** September 18, 2015

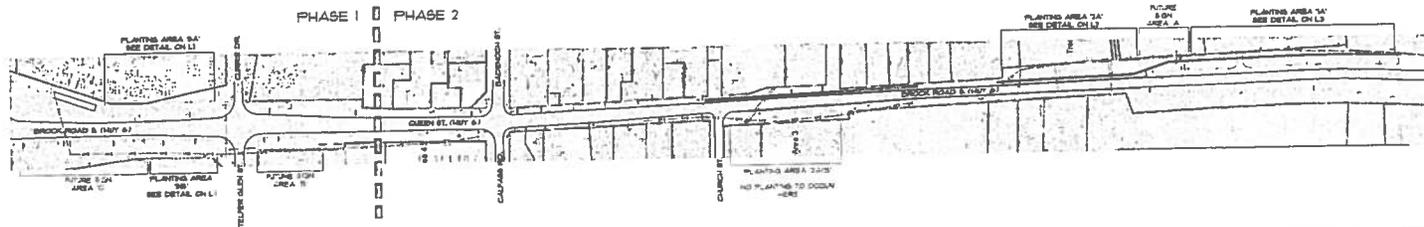
A blue ink signature, appearing to be "Angela", written over a horizontal line.

**Head, Corridor Management Section**

## Encroachment Permit Conditions

### This permit is subject to the following conditions and any supplementary conditions established by the Ministry

1. In addition to the conditions of this permit, the owner must meet all of the requirements of the local municipality and any other agency having jurisdiction.
2. All work related to the encroachment for which this permit is issued must be commenced within 6 months of the date that the permit is issued or the permit shall be void and cancelled by the Ministry.
3. All work related to the installation authorized by this permit shall be carried out in accordance with the approved plans, specifications and agreements and subject to the approval of the Ministry. The owner must bear all expense related thereto.
4. Where the Ministry requires the relocation or alteration of a facility included in the *Public Service Works on Highways Act*, the Ministry will share the cost of such relocation or alteration in accordance with the Act.
5. Vegetation on the right-of-way must not be cut or trimmed without the written permission of the Ministry. Any cutting or trimming permitted must only be done under the supervision of the Ministry or its authorized agent at the expense of the owner.
6. The holder of this permit must give the Ministry 48 hours notice prior to the commencement of construction.
7. The holder of this permit agrees to protect all survey markers and monuments in the vicinity of the work and agrees to replace all markers and monuments if damaged.
8. The owner is responsible for the construction, marking and maintenance of any detours required and for maintaining safety measures for the protection of the public during the construction of any works in respect of this encroachment.
9. The location, design and specifications of an approved encroachment may not be changed without the approval of the Ministry.
10. The owner of an encroachment shall maintain the works in accordance with the requirements of the Ministry.
11. During construction of the encroachment the owner shall ensure that the operation of the highway is not interfered with and that the right-of-way remains free of debris, earth or other material.
12. If there is an expiry date named on this permit and a further term is required, an application for renewal of the permit shall be made to the Ministry before the expiry date of this permit. An extension of the expiry date may be approved, approved with additional conditions or denied by the Ministry.
13. If this permit expires and is not renewed, all works constructed, maintained or operated under this permit, if the Ministry so requests, shall be removed at no cost to the Ministry and the highway shall be left in as good a condition as it was before the said works were installed or constructed. If at the end of six months after the expiry of this permit, the said works have not been removed, they shall become the property of the Ministry as damage for trespass after expiration of this permit.
14. The owner at its own expense, at any time on the receipt of 60 days notice, shall suspend operations, remove, alter or relocate any or all of the works of an encroachment as may be required by the Ministry; or the Ministry may on 60 days notice remove the works.
15. This permit may be cancelled at any time for breach of the regulations or conditions of this permit or for such other reasons as the Ministry at its sole discretion deems proper.
16. If during the life of this permit any Acts are passed or regulations adopted which affect the rights herein granted, the said Acts and regulations shall be applicable to this permit from the date on which they come into force.
17. The owner holds harmless the Ministry for all damages and liabilities caused as a result of the works undertaken pursuant to this permit.
18. The Ministry may charge an annual fee which may be adjusted from time to time for the encroachment authorized herein.



KEY PLAN  
1:2000

PLANT MATERIAL LIST (SHEET L1 ONLY)

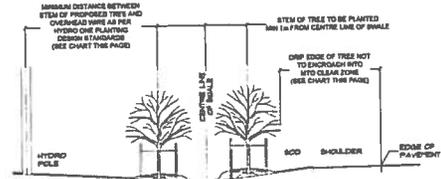
KEY PLANT	BOTANICAL NAME	COMMON NAME	SIZE	CODE
AG 10	<i>Amelanchier alnifolia</i> 'Autumn Brilliance'	Autumn Brilliance Serviceberry	30cm cal.	ES
AG 14	<i>Aster glaucus</i> 'Honor'	Plum Aster Maple	40cm cal.	ES
PP 11	<i>Phase juniperus</i>	Colorado Spruce	30cm cal.	ES
CP 2	<i>Quercus macrocarpa</i>	Blue Oak	30cm cal.	ES

HYDRIC ONE PLANTING DESIGN STANDARDS

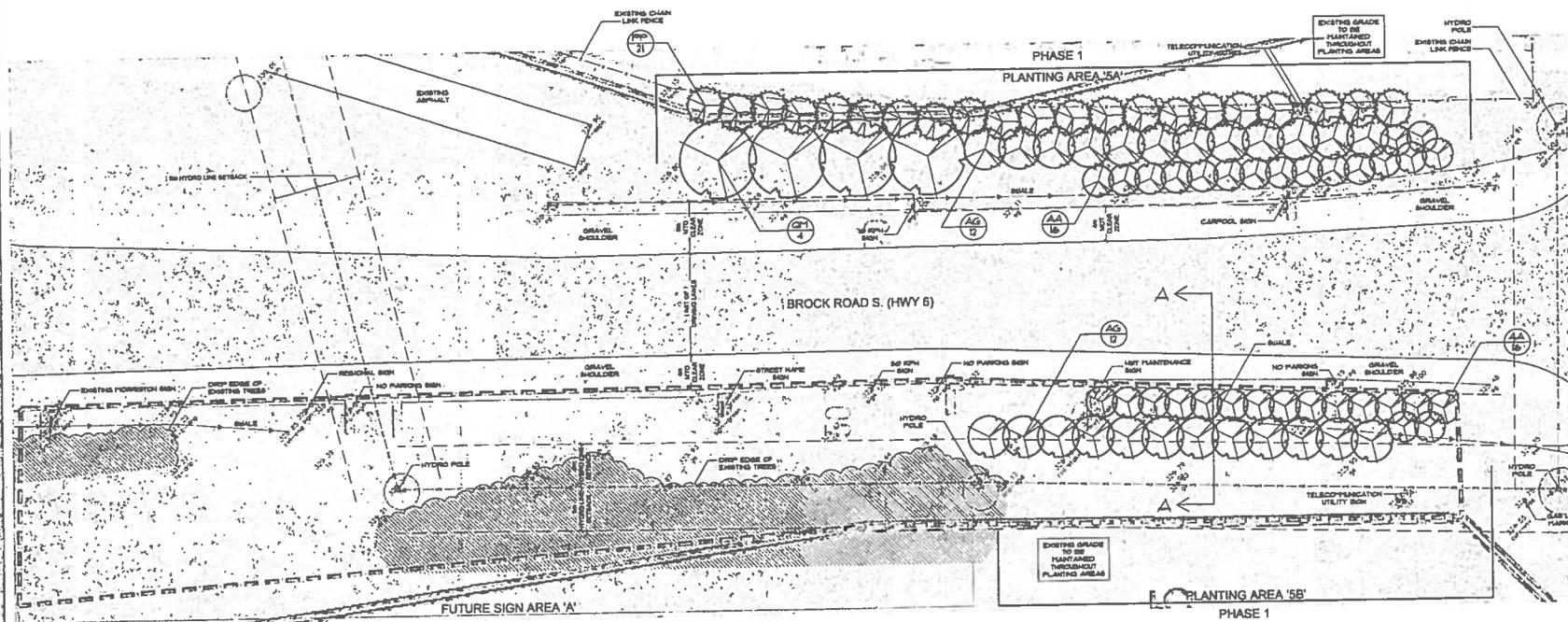
DISTANCE FROM CENTERLINE OF OVERHEAD HYDRIC LINES TO STEM OF TREE	MAXIMUM PLANTING HEIGHT OF TREE
0m - 3m	3m (OVERHANG)
3m - 5m	5m
5m OR MORE	NO HEIGHT RESTRICTION

HYD CLEAR ZONE

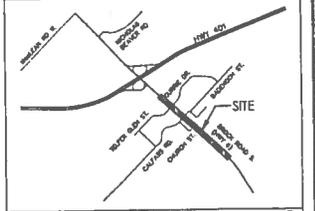
SPEED LIMIT	HYD CLEAR ZONE DISTANCE FROM EDGE OF TRAVELLED PORTION OF ROAD
50 km/h	5m
70 km/h	5m



SECTION A-A  
1:100



PLANTING AREA '1A' / PLANTING AREA '1B' (PHASE 1)  
1:250



KEY MAP 1:1

GENERAL NOTES

- ALL WORKMANSHIP SHALL BE TO THE STANDARDS OF LANDSCAPE ONTARIO.
- ALL PLANT MATERIAL TO BE 100 GRADE NURSERY GROWN IN ACCORDANCE WITH THE CANADIAN STANDARDS FOR NURSERY STOCK, 6TH EDITION, 1996, BY THE CANADIAN NURSERY TRADES ASSOCIATION.
- BACKFILL SHALL CONSIST OF SOIL NATIVE TO THE SITE OR GENERAL SOIL. TYPICALS ARE TO BE TESTED FOR NUTRIENT VALUE AND AMENDED FOR OPTIMAL GROWTH AS PER THE RECOMMENDATIONS OF THE SOIL TEST.
- CONTRACTOR SHALL MAINTAIN ALL LANDSCAPE AREAS UNTIL OWNER'S ACCEPTANCE OF PROJECT.
- CONTRACTOR TO LOCATE ALL UNDERGROUND UTILITIES.
- PLANTING MAY BE ADJUSTED TO SUIT LOCATIONS OF SITE UTILITY STRUCTURES/DEVICES.
- ALL MATERIALS MUST BE APPROVED BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- SPREAD FILL TO A MINIMUM OF 150MM COMPACTED DEPTH ON ALL TIES AND PLANTING BEDS.
- CHECK AND VERIFY ALL DIMENSIONS AND QUANTITIES PRIOR TO COMMENCEMENT OF WORK. ANY DISCREPANCIES ARE TO BE REPORTED IN WRITING TO THE LANDSCAPE ARCHITECT. QUANTITIES NOTED WITHIN THE PLAN SUPERSEDE THOSE IN THE PLAN LIST. ANY SUBSTITUTIONS SHALL BE APPROVED BY THE LANDSCAPE ARCHITECT.
- SOIL AS FURNISHED WITH NURSERY BOD ON A MINIMUM OF 150MM OF CLEAN TOPSOIL. FINE SAND AND SOIL ALL EXPOSED AREAS TO PREVENT APPLICATIONS AND REPAIR DAMAGE TO ADJACENT PROPERTIES, AS REQUIRED.
- FINAL INSPECTION AND ACCEPTANCE OF PLANTING WORK SHALL CONCLUDE WITH THE FINAL INSPECTION AND ACCEPTANCE OF ALL WORK INCLUDED IN THE CONTRACT.
- ALL SLOPED SLOPES 3:1 AND GREATER TO RECEIVE EROSION CONTROL MATTERS. PM BOD ON ALL SLOPES OF 3:1 OR GREATER.
- ISSUE A WRITTEN GUARANTEE TO THE EFFECT THAT ALL PLANTS ACCEPTED DURING THE PERIOD OF JANUARY 1st TO JULY 31st SHALL BE GUARANTEED UNTIL JULY 31st OF THE FOLLOWING YEAR. PLANTS ACCEPTED DURING THE PERIOD OF JULY 31st TO DECEMBER 31st SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF ACCEPTANCE. THE GUARANTEE PERIODS LISTED ABOVE SHALL APPLY TO ALL VARIETIES OF PLANTS.
- AT THE TIME OF FINAL INSPECTION ALL PLANTS SHALL BE IN A HEALTHY, VIGOROUS GROWING CONDITION PLANTED IN FULL ACCORDANCE WITH DIMENSIONS AND CONDITIONS.
- ISSUE INFORMATION AS PER HATCHING & ASSOCIATES FIELD FORM, DECEMBER 9, 1980 AND COUNTY OF WELLINGTON G6 PLANTING PLAN 300.
- AS THESE STAKES TO BE REMOVED AT THE END OF THE 1 YEAR WARRANTY PERIOD.



NO.	DATE	DESCRIPTION	BY	CHKD.
1	10/11/11	Issue and Amend	MM	MM
2	10/11/11	Issue and Amend	MM	MM
3	10/11/11	Issue and Amend	MM	MM
4	10/11/11	Issue and Amend	MM	MM
5	10/11/11	Issue and Amend	MM	MM

Moriston Community Streetscape  
Township of Puslinch

Landscape Plan

**MacKinnon & Associates**  
Preventing Problems in Urban Landscapes through Landscape Planning  
350 Peninsula Drive, Unit A-21 Westboro, Ontario N2L 5V4  
Tel: (519) 726-8140 Fax: (519) 725-0144

DESIGN BY	SCALE	DATE	APPROVED BY
MM	1:250	December 2011	MM

# PHASE I

METRIC

PLATE No 152-6/18-0

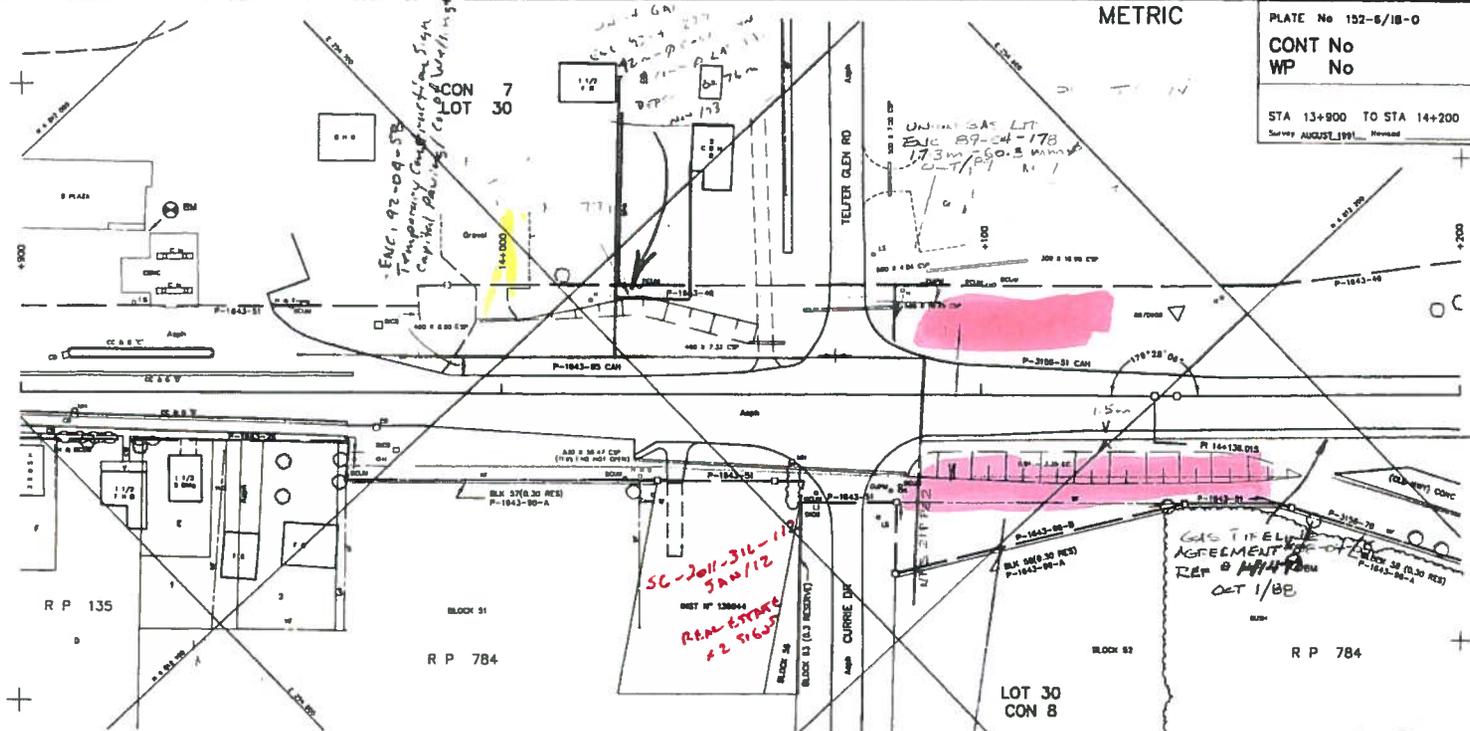
CONT No  
WP No



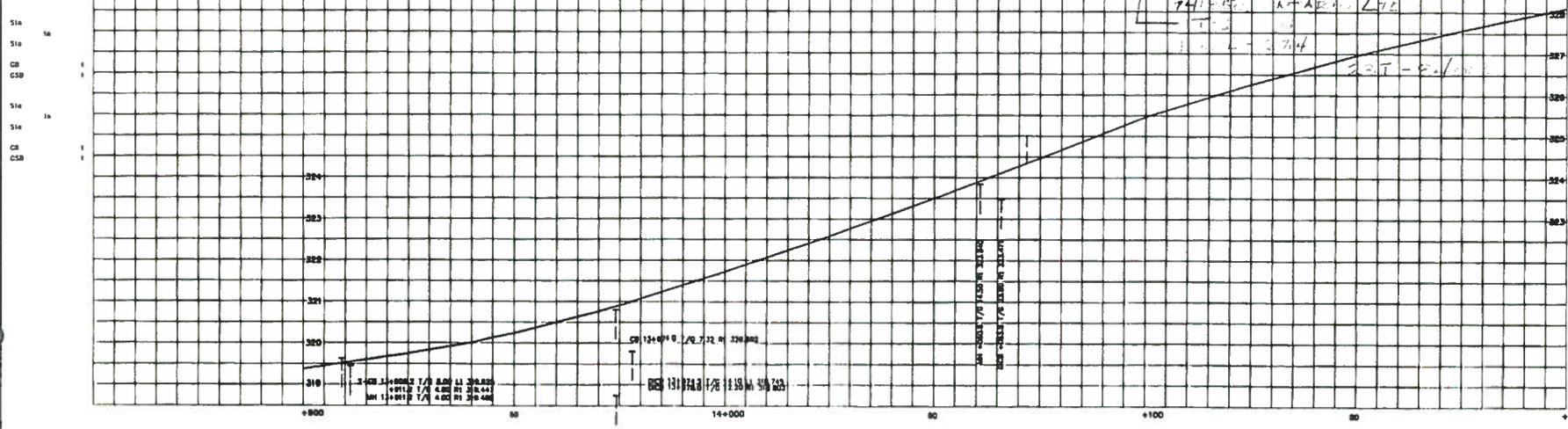
SHEET

STA 13+900 TO STA 14+200

Survey AUGUST 1991 Revised



QUANTITIES



QUANTITIES

SCALES



# Appendix "A"

## Conditions for Encroachment Permits and Utility Installations On or Under a King 's Highway

**THIS APPENDIX "A" FORMS PART OF THE CONDITIONS OF YOUR PERMIT. THESE ARE GENERAL CONDITIONS ONLY. PLEASE NOTE ANY SPECIFIC INSTRUCTIONS AND/OR CONDITIONS ON THE FRONT OF YOUR PERMIT.**

1. The Applicant shall provide the MTO Maintenance Supervisor, **Steve Sit, at Mississauga, Phone Number: (905) 625-3240**, two (2) working days notice **PRIOR** to commencing any work, and shall also inspect the site on completion with the Patrol Supervisor.

The Applicant shall also provide notice to the **Ministry of Transportation Traffic Operations Centre, Fax Number: (519) 873-4443 or by e-mail at WestRegion.TOC@Ontario.ca**. Notification must be received by 1600 hours on the day **PRIOR** to commencing any work.

2. The applicant and their contractor(s) are responsible for all safety precautions and shall assume all liability for accidents. Two way traffic must be maintained with a minimum of disruption at all times unless arrangements have been approved by the ministry. Traffic safety measures must be taken in accordance with the **Ontario Traffic Manual, Book 7, January 2014**.
3. **For MTO electrical locates please call 1-800-265-6072.**
4. No excavation is permitted within 3 m (10') of edge of pavement or back of curb. Excavations must be protected by concrete barriers and fully enclosed when unattended. All augured/directional bores shall have a one year performance warranty against heaving/settlements.
5. No Material and Equipment shall be stored within 7.0m (23') of the travelled portion of any roadway.
6. Highway shoulders which are disturbed as a result of an installation will be restored by the Applicant with material as specified by the Ministry, at the applicant 's expense, and to the satisfaction of the Ministry.
7. Pavement surfaces which become damaged as a result of an installation will be repaired by the Applicant as specified by the Ministry, at the applicant 's expense, and to the satisfaction of the Ministry.
8. Affected areas to be restored to the original condition or better at no cost to the Ministry. All disturbed areas to be top-soiled, seeded or sodded as required. All disturbed ditches to be restored with at least four rows of sod placed in the bottom.
9. Any damage to trees, shrubs, ditches, grass areas shall be repaired or replaced by the Applicant, at the discretion of this Ministry. No trenching and/or plowing will be permitted within "Drip Line" of trees, without prior approval.
10. The Applicant is responsible for all damages to any existing utilities and/or encroachments during the installation. The Applicant is advised to contact the owner(s) of such, for location prior to commencing work.
11. The Applicant shall give the Ministry's district/Area Office written notice of completion of work, and of any changes made during construction. Any changes to the alignment of the installation beyond 0.5 m must have Ministry approval.
12. Work must be started within six (6) months of the date the permit is issued, or the permit becomes null and void.
13. This Permit may be temporarily revoked as result of the ministry wishing to carry out construction or other works in the area or for any other reasons, for any works carried out by the applicant under this permit.
14. The applicant must contact other agencies and municipalities (ie: conservation authorities, ministry of the environment, municipal drainage superintendent, etc.) as required, for their approvals.
15. All work performed within the right-of-way shall be done in accordance with the Occupational Health and Safety Act (of Ontario) and the Environmental Protection Act.

16. Hydro poles and anchors shall be located a minimum of 7.0 m (23') from the edge of the travelled portion of the lane closest to the plant.
17. The applicant shall co-ordinate the work with other Contractors within and/or adjacent to the project limits to ensure that they do not perform work in the same area at the same time. The applicant is responsible for notifying the issuer of this permit if they become aware of this situation.

**NOTE: APPLICANT IS RESPONSIBLE FOR ENSURING THE CONTRACTOR IS MADE AWARE OF ALL CONDITIONS AND IS PROVIDED WITH A COPY OF THE PERMIT AND ALL CONDITIONS.**

## NOTIFICATION OF FIELD WORK OPERATIONS

<b>Sent by and phone #</b>		<b>MTO Contact and phone #:</b>		<b>Sent Date:</b>	
<b>Contract #</b>		<b>24 Hr Contact and phone:</b>		<b>Highway #:</b>	
<b>Location From:</b> (Km or Interchange or nearest Community)		<b>Location To:</b> (Km or Interchange or nearest Community)			
<b>Ramp Closure</b> (If applicable) Interchange # / Road Name					<b>Times:</b>
		<input type="checkbox"/> Eastbound	<input type="checkbox"/> Off Ramp	<input type="checkbox"/> On Ramp	
		<input type="checkbox"/> Westbound	<input type="checkbox"/> Off Ramp	<input type="checkbox"/> On Ramp	
		<input type="checkbox"/> Northbound	<input type="checkbox"/> Off Ramp	<input type="checkbox"/> On Ramp	
		<input type="checkbox"/> Southbound	<input type="checkbox"/> Off Ramp	<input type="checkbox"/> On Ramp	
<b>Lane Closures</b> (indicate date and hours)					
		<b>Left</b>	<b>Centre</b>	<b>Right</b>	<b>Shld. Only</b>
<input type="checkbox"/> Eastbound-		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Westbound-		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Northbound-		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Southbound-		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Work to be Performed:</b>					
<b>Equipment:</b>					
<b>General Information</b>		<b>yes</b>	<b>no</b>	<b>Comments / Extra Info:</b>	
Weather permitting		<input type="checkbox"/>	<input type="checkbox"/>		
Reduced speed		<input type="checkbox"/>	<input type="checkbox"/>		
Advanced signing to be erected		<input type="checkbox"/>	<input type="checkbox"/>		
Mobile operation		<input type="checkbox"/>	<input type="checkbox"/>		
Flagging operation		<input type="checkbox"/>	<input type="checkbox"/>		
<b>Signature:</b>					
<p><b>Please remember the information supplied is required for public and Emergency Services information via media advisories. Keep all details clear, concise and correct.</b></p> <p>E-Mail to <a href="mailto:WestRegion.TOC@ontario.ca">WestRegion.TOC@ontario.ca</a> or fax to West Region TOC (519)873-4443 or no later than 1600hrs the day before the closure is to occur. TOC phone number is 519-873-4223</p>					

**Ministry of  
Transportation**

Engineering Office

Corridor Management Section

659 Exeter Road

London, Ontario, N6E 1L3

Telephone: (519) 873-4209

Facsimile: (519) 873-4228

**Ministère des  
Transports**

Bureau du génie

Section de gestion des couloirs  
routiers

659 Exeter Road

London (Ontario) N6E 1L3

Téléphone : (519) 873-4209

Télécopieur : (519) 873-4228



September 18, 2015

Township of Puslinch (Karen Landry)

7404 Wellington Road 34

Guelph, Ontario

N1H 6H9

Dear Sir or Madam:

**Re: Morriston Community Streetscape Improvements - Tree and shrub planting (Phase 1).  
Encroachment Permit - EC-2014-31L-403  
Township of Puslinch, Wellington County, Highway 6**

Please find attached your Encroachment Permit which has been issued in accordance with the **PUBLIC TRANSPORTATION AND HIGHWAY IMPROVEMENT ACT, R.S.O. 1990, P. 50**. Please note the conditions listed on the front and back of this permit. In addition to the conditions of this permit, the property owner and/or permit holder must meet all of the requirements of the local municipality and any other agencies having jurisdiction, and obtain any additional permits and/or approvals as required.

Once you are ready to proceed with your work, please contact our Patrol Supervisor **Steve Sit, Maintenance Superintendent** at **(905) 625-3240** at least 48 hours prior to beginning the work. This will ensure he is aware of your intentions, and he may be able to assist you with specific problems on the highway right-of-way. Finally, please note that this permit will automatically expire six (6) months from issue if the works you have proposed have not begun. **This permit is issued for Phase 1 only. Any future phases will require additional permits from MTO.**

Please note that a copy of this permit and conditions must be on the construction site at all times. Also please instruct your contractor and/or staff to familiarize themselves with the conditions of the Permit and adhere to them.

If you have any questions or require further assistance, please contact the undersigned.

Yours truly,

Tracy Pastor  
Corridor Management Officer  
Corridor Management Section  
West Region

c: Steve Sit, MTO  
Gordon Start, MTO

## OFFICIAL RECEIPT

LOCATION: Corridor Management Section, 659 Exeter Road, London, N6E 1L3

DATE: Sep 22, 2015

RECEIVED FROM: Township of Puslinch (Karen Landry)

ADDRESS: 7404 Wellington Road 34  
Guelph, Ontario, N1H 6H9

COMMENTS: Morrison Community Streetscape Improvements - Tree and shrub  
planting (Phase 1).

CASH CH, UNMARKED CHEQUE UC, CERTIFIED CHEQUE CC, CREDIT CARD CD

	PARTICULARS	PAYMENT	AMOUNT RECEIVED
	MUNC EC-2014-31L-00000403	CD	1,040 00

Totals: 1,040. 00

RECEIVED BY



RECEIPT NO: 31L-105594

## 2016 Municipal Insurance Program

### **CORPORATION OF THE TOWNSHIP OF PUSLINCH**

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Renewal Report for the Policy Term February 1, 2016 to February 1, 2017

In Partnership with:

Mr. Julio D'Antonio  
Jeffery & Spence Limited  
130 Paisley Street  
Guelph, ON N1H 2P1

Prepared by:

Steve Smith, C.I.P., R.F.  
Regional Manager

Ref 62850/bm    25 September 2015

Frank Cowan Company Limited  
75 Main Street North  
Princeton, ON N0J 1V0



# About Frank Cowan Company

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Frank Cowan Company is a leader in providing specialized insurance programs, including risk management and claims services to municipalities, healthcare, education, community, children's and social service organizations across Canada. Proven industry knowledge, gained through eight decades of partnering with insurance companies and independent brokers, gives Frank Cowan Company the ability to effectively manage the necessary risk, advisory and claims services for both standard and complex issues.

Frank Cowan Company Limited is affiliated with Cowan Insurance Group Ltd., The Guarantee Company of North America and Millennium Credit Risk Management Limited through common ownership under Princeton Holdings Limited.

Frank Cowan Company is a Managing General Agent (MGA) with the authority to write and service business on behalf of strategic partners who share our commitment and dedication to protecting specialized organizations. Because our partners are long-term participants on our program, they understand the nature of fluctuating market conditions and complex claims and are prepared to stay the course.

**THE ADVANTAGE OF A MANAGING GENERAL AGENT** The MGA model is different than a traditional broker/insurer arrangement in that an MGA provides specialized expertise in a specific, niche area of business. As an MGA we also offer clients additional and helpful services in the area of risk management, claims and underwriting. And unlike the reciprocal model, a policy issued by an MGA is a full risk transfer vehicle not subject to retroactive assessments but rather a fixed term and premium.

We invite you to work with a partner who is focused on providing a complete insurance program specific to your organization that includes complimentary value added services that help drive down the cost of claims and innovative first to market products and enhancements. You will receive personalized service and expertise from a full-service, local and in-house team of risk management, claims, marketing and underwriting professionals.

As a trusted business partner, we believe in participating in and advocating for the causes that affect our clients. For this reason we affiliate with and support key provincial and national associations. In order for Frank Cowan Company to be effective in serving you, we, as an MGA, believe in fully understanding your needs, concerns and direction. Our support is delivered through thought leadership, financial resources, advocacy, services, education and more.

**RISK MANAGEMENT SERVICES** We are the leader in specialized risk management and place emphasis on helping your organization develop a solid plan to minimize exposure before potential incidents occur. Risk management is built into our offerings for all clients, fully integrated into every insurance program. Our risk management team is comprised of analysts, inspectors and engineers who use their expertise to help mitigate risk. We do everything we can to minimize your exposure before potential incidents occur. This includes providing education, road reviews, fleet reviews, contract analysis and property inspections.

**CLAIMS MANAGEMENT SERVICES** Our in-house team of experts have the depth of knowledge, experience and commitment to manage the complicated details of claims that your organization may experience. You deal with the public often in sensitive instances where serious accusations can be made. Your claims are often long-tail in nature and can take years to settle. Some claims aren't filed until years after the occurrence or accident. You want a team of professionals on your side who will vigorously defend your reputation. We understand your risks and your exposures and have maintained a long-term commitment to understanding the complex issues your organization may face so that we can better service your unique claims requirements.

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# Best in Class Value-Added Services

Frank Cowan Company offers more than just an insurance policy. As an MGA, we provide Canadian municipalities with a complete insurance program. What is the difference? A vested interest in helping you reduce your cost of claims. Every one of our best in class value added services helps to mitigate risk, which can translate into fewer claims.

## RISK MANAGEMENT

### Contract Reviews

Valuable feedback and insight on the suitability and effectiveness of liability provisions and insurance clauses in contracts and agreements.

### Road Risk Reviews

MVA's and road liability greatly impact your municipality's cost of risk. Access a qualified professional to analyze your roads and improve areas with a high frequency of claims.

### MMS Compliance

MMS compliance can help when defending a claim. A review of your operations, policies and procedures can assess your current state of compliance and uncover areas for improvement.

### Asset Valuation and Risk Inspections

Inspections review properties and operations for potential liabilities and provide extensive detail and documentation.

### Educational Seminars

Seminars and training that focus on methods to reduce risk and recurring incidents.

### Fleet Risk Solutions

An onsite risk evaluation of your municipal fleet will evaluate compliance, safety and risk management practices and provide tools to address risk issues.

### Policy and Procedural Reviews

Audit systems and processes to reduce potential losses by focusing on documentation, reporting and consistency with accepted standards and practices.

### Municipal GPS & Weather Monitoring

Municipalities with readily accessible information are better able to make smart decisions that help reduce redundancies and promote efficiency. Trusted information tied to GPS and weather can also help with assessing and defending a road related claim.

### Cyber Risk Preparedness

Cyber is a new and developing risk that many municipalities aren't prepared for. Cyber education and the implementation of specific policies and procedures can assist greatly with preparedness and mitigation. Network security assessment tools and Cyber Risk Insurance are also available.

### Risk Management Centre of Excellence

Online resource library dedicated to sharing information and tools to help manage risk. [excellence.frankcowan.com](http://excellence.frankcowan.com)

### Excellence in Municipal Risk Management Award

An annual \$10,000 award recognizing the advancement of the practice of risk management within the municipal sector.

### Claims History Analysis

Identify the cause of claims and focus on trends and patterns to help eliminate risk sources.

## CLAIMS

### Claims Management Best Practices Framework

View the status of your open claims and claims history. Experience increased efficiency and see trends in claims data. Couple this with strong claims and risk management and your organization will be better prepared to help mitigate and manage future incidents.

### Guidewire ClaimCenter® Claims Management

View the status of claims in addition to data mining capabilities for risk management purposes so as to better identify risk trends and address them with mitigation techniques.

### Claims Education

Customized municipal seminars on claims related topics delivered to solve specific risk issues.

### Expertise

Canadian municipal claims experience and expertise is important. Our technically proficient claims team has hundreds of years of combined experience specifically in the municipal area. We have maintained a long-term commitment to understanding municipal issues so that we can better service your unique claims requirements.



## ***Excellence* in Municipal Risk Management Award**

Frank Cowan Company is pleased to announce the launch of the *Excellence* in Municipal Risk Management Award to recognize the advancement of the practice of risk management within the municipal sector.

The award will be presented annually to a Canadian municipality that has recognized a risk within their municipality's operations and has developed and successfully implemented a solution that will prevent harm or injury to its assets or to a third party. This risk management solution must also have the potential to be adopted by other municipalities.

### **Eligibility**

The award is open to all Canadian municipalities

The solution:

- Must have the potential to be adopted by other municipalities
- Is cost-effective to implement
- Addresses a risk within the municipal sector

The municipality agrees to the documentation and sharing of the winning solution along with the use of the \$10,000 prize through the Frank Cowan Company Risk Management Centre of Excellence, social media posts, a press release as well as an awards presentation.

### **Award**

An award in the amount of \$10,000 will be presented by Frank Cowan Company to the municipality that is awarded the annual *Excellence* in Municipal Risk Management Award. The award monies must be used to continue to fund the current or a future risk management initiative. The recipient will be asked to provide details regarding the use of the funds. The use of the funds will be publicly disclosed as referenced in the "Eligibility" section.

A plaque recognizing the municipality's advancement of the practice of risk management will be presented to Municipal Council by representatives of Frank Cowan Company.

Visit <http://www.frankcowan.com/news/article/new-10000-excellence-in-municipal-risk-management-award-unveiled-for-canada> for full award details and to download application.

## Your Insurance Coverage

### Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

#### Casualty

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
General Liability (Occurrence Form) <i>Broad Definition of Insured</i>	25,000	15,000,000 Per Claim No Aggregate
Voluntary Medical Payments	Nil	50,000 Per Person 50,000 Per Accident
Voluntary Property Damage	Nil	50,000 Per Occurrence 50,000 Annual Aggregate
Sewer Backup	25,000 Per Claimant	
Wrongful Dismissal (Legal Expense)	5,000	250,000 Per Claim 250,000 Aggregate
Forest Fire Expense	Nil	1,000,000 1,000,000 Aggregate
Errors & Omissions Liability (Claims Made Form)	25,000	15,000,000 Per Claim No Aggregate
Non-Owned Automobile Liability		15,000,000
Legal Liability for Damage to Hired Automobiles	500	250,000
Environmental Liability (Claims Made Form)	2,500	3,000,000 Per Claim 4,000,000 Aggregate

#### Follow Form – Excess Liability

Coverage Description		(\$) Deductibles	(\$) Limit of Insurance
<b>Underlying Policy</b>	<b>(\$) Underlying Limit</b>		5,000,000
General Liability	15,000,000		
Errors & Omissions Liability	15,000,000		
Non-Owned Automobile	15,000,000		
Owened Automobile	15,000,000		

**Total Limit of Liability (\$)** 20,000,000

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Crime

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Employee Dishonesty – Form A (Commercial Blanket Bond)		1,000,000
Loss Inside the Premises (Broad Form Money & Securities)		300,000
Loss Outside the Premises (Broad Form Money & Securities)		300,000
Audit Expense		200,000
Money Orders and Counterfeit Paper Currency		200,000
Forgery or Alteration (Depositors Forgery)		1,000,000
Computer and Transfer Fraud (Including Voice Computer Toll Fraud)		200,000
Extortion		
Threats to Persons		
Threats to Property		
Pension or Employee Benefit Plan		
Loss Sustained by Client (Third Party Bond)		

### Conflict of Interest

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Legal Fees Expenses		100,000 Per Claim No Aggregate

### Legal Expense

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Legal Defence Cost		100,000 250,000 Aggregate

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Property

Coverage Description	(\$) Deductibles	Basis	(\$) Limit of Insurance
Property of Every Description - Blanket Including: Digital Sign and Scoreboard, 23 Brock Road South (Excluding Items specifically insured)	5,000	RC	10,851,500
Scheduled Items of Coverage - Insured	Refer to Schedule		Refer to Schedule
Valuable Papers			500,000
Accounts Receivable			500,000
Extra Expense			500,000
Rent or Rental Value			500,000
Master Key	5,000		25,000
Personal Effects	5,000		5,000 per person 25,000 per occurrence
Data Processing	5,000		
System & Equipment			39,700
Media			6,500
Extra Expense			88,000
<b>(\$) Total Amount of Insurance</b>			13,048,200
<b>RC = Replacement Cost ACV = Actual Cash Value VAL = Valued</b>			

### Property – Scheduled Items of Coverage - Insured

Item	Coverage Description	(\$) Deductibles	Basis	(\$) Limit of Insurance
2. (a)	Olympia Ice Machine, Serial No. KSP 770304 (Outdoor Rink)	5,000	ACV	12,500

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Equipment Breakdown

Coverage Description	(\$) Deductibles / Waiting Period	(\$) Limit of Insurance
Direct Damage	1,000	50,000,000 Per Accident
Extra Expense		500,000
Spoilage		50,000
Expediting Expense		Included
Hazardous Substances		500,000
Ammonia Contamination		500,000
Water Damage		500,000
Professional Fees		500,000
Denial of Access		2 Weeks
Errors and Omissions		100,000
Data Restoration		25,000
By-Law Cover		Included

## Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

### Owned Automobile

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Liability		
Bodily Injury		10,000,000
Property Damage		Included
Accident Benefits		As stated in Section 4 of the Policy
Uninsured Automobile		As stated in Section 5 of the Policy
Direct Compensation – Property Damage		
*This policy contains a partial payment of recovery clause for property damage if a deductible is specified for direct compensation-property damage.		
Loss or Damage**		
Specified Perils (excluding Collision or Upset)		
Comprehensive (excluding Collision or Upset)		
Collision or Upset		
All Perils applies to: - 2010 Int. Fire Tanker Truck - 1991 Int. Telescopic Squirter Fire, - 2000 Freightliner Rescue Truck, - 2005 Freightliner Fire Pumper - 2012 Ford F550 Pumper	5,000	
All Perils applies to: - 2012 Int 7600 W/Plow - 2006 International Dump/Plow	2,500	
All Perils applies to: - All Other Vehicles	1,000	
Endorsements		
GCNA #4 - Fire Department Vehicles		Included
GCNA #8 - Replacement Cost		Included
#20 - Loss of Use	Item #10 Only (2011 Chev Silverado)	Limit \$900 / Occ
#21B - Blanket Fleet Coverage		50/50
<b>** This policy contains a partial payment of loss clause. A deductible applies for each claim except as stated in your policy.</b>		

### Automobile – Excess Liability

Coverage Description		(\$)	(\$)
Underlying Policy	Underlying Limit	Deductibles	Limit of Insurance
Owned Automobile	10,000,000		5,000,000

*Prior Term*      *Total Annual Premium (Excluding Taxes Payable)*      \$ 163,651

**Total Annual Premium (Excluding Taxes Payable)**      **\$ 168,272**

**Please refer to the insurance contract for all limits, terms, conditions and exclusions that apply.**

**The premium Quoted is subject to a 15% minimum retained (unless otherwise stated).**

## Cost Analysis

	Expiring Program Term		Renewal Program Term
<b>Casualty</b>			
General Liability	\$ 93,318		\$ 97,051
Errors and Omissions Liability	20,413		21,230
Non-Owned Automobile Liability	200		200
Environmental Liability	2,462		2,462
Crime	1,250		1,250
Conflict of Interest	300		300
Legal Expense	900		900
<b>Property</b>			
Property / Data Processing	18,259		17,577
Equipment Breakdown	1,713		1,713
<b>Automobile</b>			
Owned Automobile	20,711		21,349
<b>Excess</b>			
Excess Automobile	297		297
Follow Form- 1 <sup>st</sup> layer (Minimum and Retained)	3,828		3,943
<b><u>Total Annual Premium</u></b>	<b>\$ 163,651</b>		<b>\$ 168,272</b>
(Excluding Taxes Payable)			

## Changes to Your Insurance Program

Please be advised of the following changes to your insurance program that now apply:

**Please note the change of Insurer(s), participation percentage and/or policy number(s).**

### Crime Coverage

- Crime coverage has been amended and enhanced as per Crime Coverage Highlights. New coverage options are available – see Options section.
- Separate limits now apply in addition to other Insuring Agreements:
  - Money Orders and Counterfeit Paper Currency \$200,000
  - Forgery and Alteration \$1,000,000
  - Audit Expense \$200,000
- Loss inside and loss outside limits have been increased to \$300,000 (Excess Securities no longer applies).

### Property Policy

- Property values have been increased in order to reflect inflationary trends.
- Master Key Coverage includes costs for the necessary replacement of locks and keys and the increased cost of security, following burglary, robbery, or mysterious disappearance of master keys. Coverage is in addition to the property blanket limit and has been added for no additional premium.
- Personal Effects Coverage is provided for the personal effects of Councillors, Board Members, Officers or Employees when the property is on the Insured's premises and the loss is caused by an insured peril. Coverage is in addition to the property blanket limit and has been added for no additional premium.

### Automobile Policy

- The “Drivers Licence Endorsement” is no longer an available endorsement. The regulator in Ontario – FSCO has advised all Insurer’s that this endorsement is no longer available for application to your automobile policy.
  - Please be aware that this endorsement will not be available or enforceable by any insurer in Ontario.
- Coverage is provided on a blanket basis under the 21B – Blanket Fleet Endorsement. Premium adjustment at renewal is on a 50/50 basis as specified in the endorsement; mid-term endorsements will no longer be processed on policies with this blanket coverage.
- Please be advised that Unit #5 (1991 Int. Telescopic Squirter Fire, SIN # 1HTSDNHR7MH357585) has been amended to ACV as it is over 25 years old.

**Voluntary Medical Payments**

- Coverage pays reasonable medical expenses after an accident where somebody is accidentally injured on the Insured's property. The Insured does not have to be legally liable for coverage to apply. There are specific exclusions applicable to the endorsement.
- Coverage will automatically be provided for \$50,000 per Person and \$50,000 per Accident at no additional cost.

**Voluntary Property Damage**

- Coverage covers direct damage the Insured causes to property when the property is under the control and management of the Insured. The Insured does not have to be legally liable for coverage to apply.

## Program Options

Frank Cowan Company offers a comprehensive insurance program. Outlined below are the program options, followed by your current coverage highlights.

### 1. Board Members' Accident

Board Members' Accident coverage is available. See the attached Highlights Sheet for details.

Quote available on request.

24 Hour coverage extension is available (subject to Board Member's occupations).

**Critical Illness coverage is available.** See attached Highlight Sheet for details.

A quote is available on request (subject to satisfactory review of completed application for each Insured).

### 2. Volunteers' Accident

Volunteer Accident coverage is available. See attached Highlight Sheet for details.

A quote is available on request (based on the total # of volunteers).

### 3. Legal Expense Policy

Legal Expense Optional Coverage is now available for any or all of the following:

Contract Disputes and Debt Recovery

Statutory Licence Protection

Property Protection

Tax Protection

Quote(s) available on request for Optional Coverage.

In addition to the Core coverage an Insured can mix and match any of the following Legal Expense Optional Coverage.

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance	(\$) Premium
Contract Disputes and Debt Recovery	2,500	Included	2,038

### 4. Cyber Liability

Organizations rely on technology and the safe processing and storage of data to conduct business on a daily basis. Ensuring the security of data information is becoming an increasingly difficult task, especially considering changing regulations. A failure in technology or data breach can have significant consequences not only on the balance sheet but also to your organization's reputation.

Cyber Risk Insurance is available. See attached Highlights Sheet. A completed application is required should a quote be requested.

### 5. Automobile Policy

OPCF 20 – Loss of Use is available for all light vehicles at a cost of \$54 per unit.

### 6. Liability Limits

To increase the present limit of liability from \$20,000,000 to \$25,000,000 with respect to the Township's Liability, Errors & Omissions, Non-Owned Automobile and Owned Automobile policies would require an additional annual premium of \$2,688.

## Description of Coverages

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Frank Cowan Company offers a Comprehensive Insurance Program to meet your needs.

"Your Insurance Coverage" provides a summary of current coverages, limits and deductibles included in this proposal.

Highlights of coverage follow providing a summary of coverage. Highlight pages may include description of optional coverages.

**The information in this notice is intended for informational purposes only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage.**

# Liability Coverage Highlights

## Overview

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The Frank Cowan Company are specialists at insuring Public Entities. Our liability wording has been specially designed to meet the unique needs of these types of risks.

## Coverage

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- Limits up to \$50,000,000 Available
- Occurrence coverage with No General Aggregate
- Territory – World-wide for all coverage
- Products and Completed Operations – liability arising out of the Insured's operations conducted away from the Insured's premises once those operations have been completed or abandoned. An Aggregate limit may apply for limits in excess of \$25,000,000.
- Bodily Injury including coverage for assault and battery
- Personal Injury coverage - broad coverage (including advertising coverage) for acts that violate or infringe on the rights of others
- Liquor Liability for bodily injury or property damage imposed upon an Insured by a Liquor Liability Act
- Blanket Contractual for liability assumed by the Insured in contracts, whether reported to the insurer or not
- Products Liability - legal liability incurred by an Insured because of injury or damage resulting from a products exposure
- Professional/Malpractice Liability including for bodily injury or property damage from professional exposures
- Abuse Liability for the entity insured
- Employers Liability providing coverage for liability to employees for work-related bodily injury or disease, other than liability imposed on the Insured by a workers compensation law
- Sewer backup Liability
- Watercraft Liability - full coverage with no restrictions
- Tenants legal liability
- Cross Liability
- Broad Definition of Insured

## Common Endorsements

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In addition to the base wording, we have many optional endorsements to tailor coverage for individual accounts including:

- Wrongful Dismissal (Legal Expense)
- Forest Fire Expense
- Marina Liability Extension
- Sexual Abuse Therapy and Counselling Extension for long term care homes
- Other endorsements specifically crafted for a particular exposure

## Coverage is Provided for Unique Exposures

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- Products and Completed Operations Aggregate Limit may come into play for exposures such as road maintenance, snow removal, garbage collection / waste disposal, street cleaning or other duties that the Insured Municipality has to perform on behalf of third parties.
- Assault and battery coverage is imperative when there are security exposures (e.g. police).
- Products exposures such as utilities (e.g. water) are covered.
- Full Malpractice including Medical Malpractice as well as professional exposures are covered.
- Professional exposures include those such as medical, engineering, design errors or building inspection operations.
- Abuse and Professional Liability– as we have no exclusions for abuse, professional liability, negligent hiring practices or failure to supervise we provide exceptionally broad coverage for health risks such as long term care homes.

The information in this notice is intended for informational purposes only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage.

# Public Entity Errors and Omissions Liability Coverage Highlights

## Public Entity Errors and Omissions Insurance

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Public Entity Errors and Omissions Insurance (E&O) Coverage protects risks from civil litigation caused by allegations of professional negligence or failure to perform professional duties. Errors and Omissions focuses on providing coverage when there is financial loss to a third party (rather than bodily injury or property damage as general liability does).

### Features

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Limits	Typically limits follow that of our Liability. We have the availability to offer up to \$50,000,000.
Defence Costs	Over and above the Limit of Insurance. Whether a potential claim is baseless, or not, mounting legal expense can have serious monetary consequences for an Insured.
No Annual Aggregate	With higher out of court settlements and increased damage awards, large or even a series of small claims can quickly erode an annual aggregate limit.
Claims Made Policy	Pays for claims occurring and reported during the policy period. Our policy provides retroactive coverage (no date need be specified) and stipulates that a claim is first known only when written notice is first received.
Claims Definition	The definition of claim also includes arbitration, mediation or alternative dispute resolution proceedings.
Insured Definition	Includes Councilors, Statutory Officers, Council Committees, Firefighters, Employees and Volunteers,

### Coverage is Provided for Unique Exposures

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Insurance	No exclusion for failure to procure or maintain adequate insurance bonds or coverage (e.g. construction projects).
Benefit Plans	Errors or Omissions in administering Employee Benefit Plans are covered.
Misrepresentations	Municipal governments are required to provide information with respect to local matters and must ensure the information which is provided is accurate, true and not misleading. Our definition of a Wrongful Act covers misstatements or misleading statements.
Other Specialists and Services	Covers errors or omissions when they are rendered in connection with operations that are typical of public sector such as those of building inspections, zoning, planning, developing or regulating by-laws. Officials and employees acting in good faith are often times the subject of lawsuits.

The information in this notice is intended for informational purposes only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage.

# Non-Owned Automobile Coverage Highlights

## Overview

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Non-Owned and hired automobile liability insurance covers bodily injury and property damage caused by a vehicle not owned by the Insured (including rented or borrowed vehicles). Coverage is provided for Third Party Liability arising from the use or operation of any automobile not or licensed in the name of the Insured if it results in bodily injury (including death), property damage (if the property was not in possession of the Insured) to a third party.

## Features

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### SEF No. 96 Contractual Liability

- When renting a vehicle you engage in a contractual relationship with the rental company where you assume liability for the operation of the automobile. It is therefore important that contractual coverage is added to the policy by way of an endorsement known as SEF (Standard Endorsement Form) No. 96. Contractual Liability coverage is automatically provided for all written contractual agreements with our Non-Owned Automobile coverage.

### SEF No. 99 Long Term Lease Exclusion

- When Contractual Liability is provided under the policy there is also an exclusion for Long Term Leased vehicles SEF No. 99. This excludes coverage for vehicles hired or leased for longer than a certain period such as 30 days.

### Territory

- The Non-Owned Automobile policy provides coverage while in Canada and United States.

### Termination Clause

- The standard termination clause has been amended in that the Insured may still provide notice of cancellation at any time, however, the Insurer must provide ninety days' notice of cancellation to the Insured rather than the standard 15 or 30 days.

### SEF No. 94 Legal Liability (Physical Damage) to a Hired/Rented Automobile

- We automatically provide coverage for damage to a vehicle that you have hired or rented. Coverage is provided via endorsement SEF No. 94. We automatically provide 'All Perils' coverage. The limit of coverage will vary per client.

## Additional Information

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Courts have repeatedly held that when an automobile is used on a person's behalf or under a person's direction, that person (or entity) has a responsibility for the operation of the automobile and may be held liable for damages in the event of an accident even though he or she is not the owner or driver of the vehicle. This common law principle has been supported by a number of court decisions making an employer responsible for the use and operation of an automobile when an employee is operating an automobile (not owned by the employer) while being used for the employer's business.

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# Environmental Coverage Highlights

## Overview

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Pollution incidents are a significant risk that can result in serious harm to public health and safety as well as to the environment.

We provide pollution liability insurance for claims for third party bodily injury and property damage. Coverage is provided on a blanket basis resulting from pollution conditions on or migrating from premises owned, occupied, rented or leased by the insured that are discovered and are reported during the policy period. The policy responds to events that are gradual in nature as well as those that are sudden and accidental causing third party damage whether pollutants are released on land, into the atmosphere or in the water.

## Features

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### Defence Costs

- Our Defence costs are over and above the limit of insurance and will respond even if allegations are groundless or false.

### Storage Tanks

- Seepage or leakage from both above and below ground storage tanks are covered without being specifically listed on the policy.

### Territory

- Worldwide territory.

### Limits of Insurance

- Both a 'per incident' and an 'aggregate' limit is applicable.

## Additional Information

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Environmental exposures pose an imminent and substantial threat to public health, safety or welfare or to the environment. Exposures could stem from: wastewater treatment plants; electric utility plants; construction sites; flood and rainwater runoff or retention basins; underground fuel storage tanks; herbicides, pesticides, and fertilizers; road salts and chemicals used to de-ice roads and bridges; contaminated waste from medical facilities or health clinics; marina's; fire-fighting chemicals or even contaminated swimming pools.

An environmental exposure arising from sewers is covered under our liability policy which would provide higher limits than the environmental policy.

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# Crime Coverage Highlights

## Overview

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Our Crime Coverage is flexible in that the Insured may elect to purchase any or all of the crime coverage we have available.

## Features

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Below is a brief description of each coverage:

### Employee Dishonesty – Form A Commercial Blanket Bond

- Covers loss of money, securities or other property from fraudulent or dishonest acts of the Insured's Employees.

### Loss Inside and Loss Outside the Premises (Broad Form Money and Securities)

- Loss of Money and Securities caused by destruction, disappearance or wrongful abstraction.

### Money Orders and Counterfeit Paper Currency

- Covers acceptance of false money orders or counterfeit Canadian or U.S. currency.

### Forgery and Alteration

- Covers forgery or alteration to a financial instrument (cheque, draft or promissory note).

### Credit Card Forgery

- Coverage protects the Insured (a corporate entity) from losses arising from its employees being defrauded on their corporate credit cards.

### Computer and Transfer Fraud (Including Voice Computer Toll Fraud)

- Theft of money, securities or property when a computer is used to transfer money from an Insured to another person or place is provided.
- Voice computer toll fraud – the cost of long distance calls is covered if caused by the fraudulent use of an account code or a system password.

### Extortion (Threats to Persons and Threats to Property)

- Threats to Person: Provides coverage when a threat is communicated to the Insured to do bodily harm to a director, officer or partner of the Insured (or a relative) when these persons are being held captive and the captivity has taken place within Canada or the U.S.A.
- Threats to Property: Provides coverage when a threat is communicated to the Insured to do damage to the premises or to property of the Insured located in Canada or the U.S.A.

### Pension or Employee Benefit Plan Coverage

- Loss from a pension or employee benefit plan resulting directly from a dishonest or fraudulent act committed by a fiduciary.

### Loss Sustained by a Client (Third Party Bond Coverage)

- Coverage is extended to a third party or client of an Insured for the loss of money, securities or other property caused by fraudulent or dishonest acts of an employee.

### Audit Expense

- Coverage for the expenses that are incurred by the Insured to external auditors to review their books in order to prove a loss. This is a separate limit of insurance.

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# Conflict of Interest Coverage Highlights

## Overview

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Conflict of Interest can be described as a situation in which public servants have an actual or potential interest that may influence or appear to influence the conduct of their official duties or rather divided loyalties between private interests and public duties.

Conflict of Interest coverage provides protection for the cost of legal fees and disbursements in defending a charge under the Municipal Conflict of Interest Act (or other similar Provincial Legislation in the respective province of the Insured).

## Features

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Coverage is offered as a stand-alone coverage providing the client a separate limit of insurance that is not combined with any other coverage such as legal expense coverage.

- Per Claim Limit only – No Annual Aggregate
- Coverage provided on a Reimbursement Basis

## Coverage Description

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Coverage is provided for legal costs an Insured incurs in defending a charge under the Provincial Conflict of Interest Act if a court finds that:

- There was no breach by the Insured; or
- The contravention occurred because of true negligence or true error in judgment; or
- The interest was so remote or insignificant that it would not have had any influence in the matter.

## Additional Information

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Coverage is provided for elected or appointed members of the Named Insured including any Member of its Boards, Commissions or Committees as defined in the 'Conflict of Interest Act' while performing duties related to the conduct of the Named Insured's business.

Conflict of Interest coverage is applicable to only those classes of businesses that are subject to the Municipal Conflict of Interest Act (or other similar Provincial legislation in the respective province of the Insured).

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# Legal Expense Coverage Highlights

## Coverage Features

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We offer comprehensive Legal Expense Coverage to protect an Insured against the cost of potential legal disputes arising out of your operations.

- Will pay as costs are incurred.
- Broad Core Coverage.
- Optional Coverage.
- Coverage for Appeals for Legal Defence Costs and any Optional Coverage purchased.
- Unlimited Telephone Legal Advice and access to Specialized Legal Representation in event of legal disputes.
- Additional Optional Coverage available.

## Broad Core Coverage

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The core coverage provides Legal Defence Costs for:

- Provincial statute or regulation;
- Criminal Code Coverage when being investigated or prosecuted. Coverage is applicable whether pleading guilty or a verdict of guilt is declared;
- Civil action for failure to comply under privacy legislation;
- Civil action when an Insured is a trustee of a pension fund for the Named Insured's employees.

## Optional Coverage

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In addition to the Core coverage an Insured can mix and match any of the following Optional Coverage.

- Contract Disputes and Debt Recovery.
- Statutory License Protection.
- Property Protection.
- Tax Protection.

## Limits and Deductibles

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- Coverage is subject to an Occurrence and an Aggregate Limit.
- The core coverage is typically written with no deductible however a deductible may be applied to Optional Coverage.

## Exclusions

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- Each Insuring Agreement is subject to Specific Exclusions and Policy Exclusions.
- Municipal Conflict of Interest Act (or other similar provisions of other Provincial legislation) is excluded.  
\* Conflict of Interest Coverage may be provided under a separate policy for eligible classes of business.

## Telephone Legal Advice and Specialized Legal Representation

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- General Advice (available from 8 am until 12 am (local time), 7 days a week).
- Emergency access to a Lawyer 24 hours a day, 7 days a week.
- Services now automatically include the option of using an appointed representative from a panel of Lawyers with expertise in a variety of areas.
- Legal Advice Hotline 1-855-953-1434

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# Property Coverage Highlights

## Overview

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We recognize Public Entities have a wide variety of property (buildings, equipment and supplies). Our wording is exceptionally broad and can cover property without it being specifically listed. Equipment and Supplies that may be unique to Public Entities may include: sewer maintenance equipment, unlicensed mobile equipment and other maintenance equipment, emergency equipment (e.g. fire fighting equipment), generators, computers. Other contents and supplies are also automatically covered under our property wording without being specifically listed such as road salts, herbicides/pesticides, fuels or office contents.

Coverage can be tailored for particular risks or unique exposures e.g. coverage for police dogs, watercraft coverage for rescue operations, buildings in course of construction or property of others may require coverage.

## Features

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Coverage is typically written:

- On an all risk basis including replacement cost.
- As Property of Every Description – coverage can be scheduled separately if required.
- With no coinsurance, no statement of values, no margins clause or same site restriction.

## Additional Coverage Features

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- Land/water (pollution) clean-up: provided up to the limit of insurance if caused by an insured peril to insured property, no sublimit.
- Property in Transit is automatically covered and need not be scheduled separately (all property in transit is covered including that which is typically covered under ocean marine policy).
- Unlicensed Equipment (e.g. contractors equipment): Automatically includes replacement cost as the basis of settlement regardless of age (can be ACV or Valued if client requires) this is applicable if insured owns the unlicensed equipment.
- Standard Extensions of Coverage are included (e.g. accounts receivable or valuable papers).
- Water Towers, Standpipes and Water Reservoirs can be specifically insured.
- Coverage for docks and wharves is available.
- Sewer Back up – automatically covered.
- By-laws coverage –for insured losses.
- Flood and Earthquake – available.
- Worldwide territory.
- Newly acquired.

## Business Interruption Coverage

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Business Interruption Coverage

- Extra Expense – automatically covered
- Other business interruption forms available upon request including:  
Profits, Gross Revenue, Gross Earnings, Rental Value, Gross Rents forms

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# Equipment Breakdown Coverage Highlights

## Overview

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Equipment Breakdown Insurance is a form of property insurance. The purpose of equipment breakdown coverage is to insure against losses such as property damage and business interruption losses resulting from defined 'accidents' to specified kinds of mechanical, electrical and pressure equipment (called "objects" in the policy). The equipment breakdown policy covers exposures that are normally excluded under property policies. In essence the equipment breakdown policy eliminates potential coverage gaps.

## Features

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Protection for critical equipment including:

- Boilers and pressure vessels – boilers, air tanks pressure piping, heat exchangers, sterilizers;
- Air Conditioning and Refrigeration – fans, thermostats, wiring;
- Mechanical – engines, fans, pumps;
- Electrical – panels, cables, transformers, generators, electric motors;
- Computer and Communications – computer networks, telephone, point of sale, security systems;
- Renewable and Alternative Energy – solar, wind, geothermal, biofuel systems;
- Production Systems – CNC, robotics, machining tools, food processing;

### In addition to the standard coverage extensions include:

Expediting Expenses

- Reasonable extra cost to make repairs or expedite permanent replacement.

Service Interruption

- Coverage for insured property (spoilage) and extra expense if caused by a breakdown to your equipment or that supplying power to your location (if within 1000 metres of the location).

By-laws

- Pays increase in costs to repair or replace the equipment due to a by-law and the increased costs of extra expense if additional time is required to repair or replace the equipment.

Hazardous Substances

- Pays the increased costs to repair, replace, clean up or dispose of Insured property (including increased extra expense coverage) if a hazardous substance is released due to a breakdown loss.

Professional Fees

- Necessary and reasonable fees for Auditors, Accountants, Lawyers, Architects, Engineers or other professionals, for producing and certifying the amount of the loss.

Denial of Access

- If due to a breakdown loss to your premises or a neighbouring premise a civil authority prevents access to your premises we will pay the increased extra expenses/business interruption coverage.

Newly Acquired Locations

- Automatic coverage for newly acquired locations (in Canada).

Data

- If due to a breakdown data is lost coverage is provided for the cost of repairing or replacing the data and the extra expense/business interruption resulting from the loss.

## Additional Information

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Inspection Services: we automatically provide inspections of boilers and pressure vessels to satisfy the provincial inspection requirements.

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# Owned Automobile Coverage Highlights

## Overview

We can provide mandatory automobile coverage for all licensed vehicles owned and/or leased by the Insured.

## Features

### Third-Party Liability Coverage

- Coverage is provided for Third Party Liability (bodily injury and property damage) protecting you if someone else is killed or injured, or their property is damaged. It will pay for claims as a result of lawsuits against you up to the limit of your coverage, and will pay the costs of settling the claims. Coverage is for licensed vehicles you own and/or leased vehicles.

### Standard Statutory Accident Benefits Coverage:

- We automatically provide standard benefits if you are injured in an automobile accident, regardless of who caused the accident. Optional Increased Accident Benefits Coverage is available upon written request.

### Optional Statutory Accident Benefits Coverage - Available upon request

- Including coverage for: Income Replacement; Caregiver, Housekeeping & Home Maintenance; Medical & Rehabilitation; Attendant Care; Enhanced Medical Rehabilitation & Attendant Care; Death & Funeral; Dependent Care; Indexation Benefit (Consumer Price Index) – Ontario

### Direct Compensation Property Damage

- Covers damage to your vehicle or its contents, and for loss of use of your vehicle or its contents, to the extent that another person was at fault for the accident as per statute.

### Physical Damage Coverage:

- Various basis of settlement including: Replacement Cost, Valued Basis and Actual Cash Value
  - Replacement Cost – No deduction for depreciation for repairs or replacement
    - Available for specified vehicles (up to 25 years of age).
    - Total Loss: the Insured has the option of purchasing a new vehicle, or accepting a cash settlement for the amount it would cost to purchase a new vehicle.
    - Partial Loss: repair estimates are calculated by using all new parts to repair damage.

#### Valued Basis

- Can be provided on specified vehicles, usually those that are obsolete, would not be replaced, or would be replaced with a used vehicle.

#### Actual Cash Value

- Actual Cash Value (ACV) coverage is automatically provided for specified vehicles.

## Additional Information

### Blanket Fleet Endorsement

- Coverage is provided on a blanket basis under the 21B – Blanket Fleet Endorsement. Premium adjustment is done on renewal. Adjustment is made on a 50/50 or pro rata basis as specified in the endorsement. Mid-term endorsements are not processed on policies with this blanket cover.

### Single Loss

- If a single loss involves both the Automobile and Property Insurance policies, the Property policy deductible is waived only on any insured property attached to the automobile.

For a list of vehicles quoted, refer to Exhibit "B".

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## Program Options – Highlights of Coverage

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Frank Cowan Company offers a Comprehensive Insurance Program to meet your needs.

In addition to "Your Insurance Coverage", enhancements to your coverage are available as outlined under the Program Options page.

Highlights of coverage follow providing a brief description of these options.

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## Board Members' (Including Councillors') Accidental Death and Dismemberment Coverage Highlights

<b>AD&amp;D and Paralysis Limits</b>	<b>Option 1</b>	<b>Option 2</b>
Accidental Death or Dismemberment (including loss of life and heart attack coverage)	\$100,000	\$250,000
Paralysis Coverage – 200% of Accidental Death and Dismemberment Limit		
Permanent Total Disability - Accidental Death and Dismemberment Limit		
<b>Weekly Indemnity</b>	<b>Option 1</b>	<b>Option 2</b>
Total Loss of Time	\$300	\$500
Partial Loss of Time	\$150	\$300
<b>Accident Reimbursement - \$15,000</b>		
Chiropractor	Crutches <sup>†</sup>	
Podiatrist/Chiropracist	Splints <sup>†</sup>	
Osteopath	Trusses <sup>†</sup>	
Physiotherapist	Braces (excludes dental braces) <sup>†</sup>	
Psychologist	Casts <sup>†</sup>	
Registered or Practical Nurse	Oxygen Equipment – Iron Lung	
Trained Attendant or Nursing Assistant <sup>‡</sup>	Rental of Wheelchair	
Transportation to nearest hospital <sup>†</sup>	Rental of Hospital Bed	
Prescription drugs or Pharmaceutical supplies <sup>‡</sup>	Blood or Blood Plasma <sup>‡</sup>	
Services of Physician or Surgeon outside of the province	Semi Private or Private hospital room <sup>‡</sup>	
<small>†Maximum \$1,000 per accident. ‡If prescribed by physician.</small>		
<b>Dental Expenses</b>		
Dental Expenses		\$5,000
<b>Occupational Retraining – Rehabilitation</b>		
Retraining – Rehabilitation for the Named Insured		\$15,000
Spousal Occupational Training		\$15,000
<b>Repatriation</b>		
Repatriation Benefit (expenses to prepare and transport body home)		\$15,000
<b>Dependent Children – per child</b>		
Dependent Children's Education (limit is per year- maximum 4 years)		\$10,000
Dependent Children's Daycare (limit is per year- maximum 4 years)		\$10,000
<b>Transportation/Accommodation (When treatment is over 100km from residence.)</b>		
Transportation costs for the Insured when treatment is over 100km from home		\$1,500
Transportation and accommodation costs when Insured is being treated over 100km from home.		\$15,000
<b>Home Alternation and Vehicle Modification</b>		
Expenses to modify the Insured's home and/or vehicle after an accident		\$15,000
<b>Seatbelt Dividend</b>		
10% of Principal Sum		\$25,000

## Funeral Expense

Benefit for loss of life \$10,000

## Identification Benefit

Benefit for loss of life \$5,000

## Eyeglass, Contact Lenses and Hearing Aids

When Insured requires these items due to an accident \$3,000

## Convalescence Benefit – Per day

Insured Coverage \$100

One Family Member Coverage \$50

## Workplace Modification Benefits

Specialized equipment for the workplace \$5,000

## Elective Benefits

### Complete Fractures

Skull \$ 5,200

Lower Jaw \$ 2,800

Collar Bone \$ 2,800

Shoulder Blade \$ 3,500

Shoulder Blade complications \$ 3,700

Thigh \$ 4,600

Thigh/hip joints \$ 4,600

Leg \$ 3,500

Kneecap \$ 3,500

Knee/joint complications \$ 4,000

Hand/Fingers \$ 2,200

Arm (between shoulder & elbow) \$ 4,600

### Dislocation

Shoulder \$ 2,200

Elbow \$ 2,200

Wrist \$ 2,500

Hip \$ 4,600

Knee \$ 3,500

Bones of Foot or Toe \$ 2,500

Ankle \$ 2,800

Forearm (between wrist & elbow) \$ 2,800

Foot & Toes \$ 2,200

Two or More Ribs \$ 1,900

Colles' fracture \$ 2,800

Potts' fracture \$ 3,400

## Aggregate Limit

Aggregate Limit only applicable when 2 or more board members are injured in same accident. \$ 2,500,000

## Coverage Extensions

- Standard coverage is applicable while the Insured is 'On Duty'. Coverage for Accidents that may occur 24/7 may be purchased.
- Accidental Death of a Spouse While Travelling on Business is automatically included when this coverage is purchased. This endorsement provides for Accidental Death of a spouse when the spouse is travelling with an Insured Person on business. Coverage applies while travelling to or from such an event and /or if the loss of life occurs within one year of the accident.
- When Board Members' Accidental Death and Dismemberment Coverage is purchased, the Insured also has the option to purchase Critical Illness Coverage.

## Additional Information

- Loss of life payments up to 365 days from date of Accident or if permanently disabled up to 5 years.
- Weekly Indemnity coverage pays in addition to Elective Benefits.
- Weekly Indemnity payments take other income sources into consideration (e.g. automobile, CPP, group plans).
- Coverage is applicable to Insured 80 years of age or under.

The information in this notice is intended for informational purposes only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage.

# Critical Illness Coverage Highlights

## Features

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- \$10,000 Coverage (each applicant)
- Coverage up to 75 years of age
- No Deductible
- No Medical Examination Required (one page application only)

## Critical Illnesses Covered

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Heart Attack (Myocardial Infarction)	Heart Valve Replacement
Coronary Artery Bypass Surgery	Benign Brain Tumor
Stroke	Alzheimer's Disease
Cancer	Third Degree Burns
Kidney Failure	Coma
Major Organ Transplant	Blindness
Multiple Sclerosis	Deafness
Paralysis	Loss of Speech
Aorta Graft Surgery	Motor Neuron Disease
Parkinson's Disease	

## Exclusions typical to Critical Illness Policies

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- War or while in the armed forces.
- Suicide, attempted suicide or self-inflicted injuries.
- AIDS (Acquired Immune Deficiency Syndrome) and/or infection with HIV (Human immunodeficiency virus).
- Extreme Sports (e.g. scuba diving, parachuting, hang gliding, rodeo events).
- Negligence or non-compliance in seeking and/or following reasonable medical treatment.
- While under the influence of alcohol or drugs.
- Illnesses as a result of pregnancy.

## Policy Limitations

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- Coverage for pre-existing conditions expressly excluded.
- Critical Illness benefit is only payable once regardless of the number of critical illnesses an Insured claims.
- When a Critical Illness benefit is paid to an Insured Person, they are no longer insurable and coverage ceases.

## Additional Information

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- Coverage is only available when Board Members' Accidental Death and Dismemberment Coverage is purchased.

## Applicant Approval

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- Coverage is subject to a satisfactory application and underwriting approval for each Applicant.

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## Volunteers' Accidental Death and Dismemberment Coverage Highlights

### AD&D and Paralysis Limits

Accidental Death or Dismemberment	\$50,000
Paralysis Coverage – 200% of Accidental Death and Dismemberment Limit	\$100,000

### Weekly Indemnity

Total Loss of Time	\$500
Partial Loss of Time	\$250

† Volunteer must be gainfully employed immediately prior to an accident for weekly indemnity benefits

### Accident Reimbursement - \$15,000

Chiropractor	Crutches <sup>†</sup>
Podiatrist/Chiropodist	Splints <sup>†</sup>
Osteopath	Trusses <sup>†</sup>
Physiotherapist	Braces (excludes dental braces) <sup>†</sup>
Psychologist	Casts <sup>†</sup>
Registered or Practical Nurse	Oxygen Equipment – Iron Lung
Trained Attendant or Nursing Assistant <sup>‡</sup>	Rental of Wheelchair
Transportation to nearest hospital <sup>†</sup>	Rental of Hospital Bed
Prescription drugs or Pharmaceutical supplies <sup>‡</sup>	Blood or Blood Plasma <sup>‡</sup>
Services of Physician or Surgeon outside of the province	Semi Private or Private hospital room <sup>‡</sup>

†Maximum \$1,000 per accident. ‡If prescribed by physician.

### Dental Expenses

Dental Expenses.	\$5,000
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### Occupational Retraining – Rehabilitation

Retraining – Rehabilitation for the Volunteer.	\$15,000
Spousal Occupational Training.	\$15,000

### Repatriation

Repatriation Benefit (Expenses to prepare and transport body home).	\$15,000
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### Dependent Children – per child

Dependent Children's Education (limit per year- maximum 4 years).	\$10,000
Dependent Children's Daycare (limit per year- maximum 4 years).	\$10,000

### Transportation/Accommodation (When treatment is over 100km from residence.)

Insured Coverage.	\$1,500
Family Member.	\$15,000

### Home Alteration and Vehicle Modification

Expenses to modify the Insured's home and/or vehicle after an accident.	\$15,000
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### Seatbelt Dividend

10% of Principal Sum when proof of wearing a seatbelt.	\$5,000
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**Funeral Expense**

Benefit for loss of life. \$10,000

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**Identification Benefit**

Transportation and accommodation costs for family member to identify Insured's remains. \$5,000

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**Eyeglass, Contact Lenses and Hearing Aids**

When Insured requires these items due to an accident. \$3,000

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**Convalescence Benefit – Per day**

Confined to hospital. \$100

Out patient. \$ 50

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**Workplace Modification Benefits**

Specialized equipment for the workplace. \$5,000

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**Aggregate Limit**

Aggregate Limit only applicable when 2 or more volunteers are injured in same accident. \$ 1,000,000

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**Additional Information**

- Loss of life payments up to 365 days from date of Accident Weekly Indemnity payments take other income sources into consideration (e.g. automobile, CPP, group plans).
- Coverage is applicable to Insured 80 years of age or under.
- Coverage is afforded to the Volunteer only when they are 'On Duty'.

The information in this notice is intended for informational purposes only. For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. While coverage may be quoted, once a policy is issued coverage is only applicable if shown on Declaration Page or Schedule of Coverage.

# Cyber Risk Insurance Coverage Highlights

## Overview

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Cyber, network and data exposures impact all companies and thus this solution is suitable for almost any industry. We offer comprehensive Cyber Risk Insurance Coverage to protect an Insured against the cost of a failure in technology or data breach as well as costs involved in restoring the organization's reputation.

## Features

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- A range of limits available up to \$10 million (sub limits apply to first party coverage).
- Early Claims Resolution Incentive (reimbursement of up to 50% of deductible in certain circumstances)

## Coverage

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### Media Content Services Liability

- Media exposures such as defamation and breaches of intellectual property rights arising from your on-line publishing.

### Network Security Liability

- Your failure to protect against unauthorized access to or unauthorized use of or denial of services attack by a hacker.

### Privacy Liability

- Violation of data protection and privacy regulations/legislation.

### Privacy Notification Costs

- Costs to assist you in dealing with a data breach including costs of notification and costs of credit monitoring.

### Regulatory Proceedings

- Regulatory fines and claims expenses that you become legally obligated to pay as a result of a regulatory proceeding.

### Extortion Threat

- Cover to assist you in dealing with the costs of handling/response to a threat from a hacker to attack your information and electronic assets.

### Crisis Management Expense

- Costs to assist you after a network compromise such as public relations costs.

### Business Interruption

- Covers the reduction in business income during the period of restoration after a network compromise

## Limits and Deductibles

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### Limits

- Pays up to the Limit of Insurance for each coverage specified, subject to an Aggregate Limit.

### Deductibles

- A separate deductible may apply to each coverage.

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11/03 Exp 6.7(a)

## Licensees Compliance Assessment Report - Aggregate Resources Act

### Background Information

Year: 2015

Licensee: Cox Construction Ltd.

Licence ID #: 624889

MNR District/Area Office: Guelph

Lol: 13

Conc.: 4

Geographic Twp.: Puslinch

Municipality: Wellington

### Observations

OPERATING STANDARDS	IN COMPLIANCE?			COMMENTS	Remedial Action?
	Yes	No	N/A		
<b>A - Site Access</b>					
A1 Boundaries (clearly marked)		x		Northern boundary to be re-staked	Y
A2 Entrance and Exits (location/closed)	√				
A3 Lease/Ownership/Extraction Agreement				Owner Operated	
<b>B - Site Protection</b>					
B4 Fencing	√				
B5 Fencing (site plan variation or temporary relief granted)	√				
B6 Screening (trees/berms)	√				
B7 Setbacks (15m / 30m or other)	√			Override of setbacks permitted abutting existing licensed pit to west	
<b>C - Operational Details</b>					
C8 Operating Sequence	√			Extraction of aggregate near completion as reserves have been depleted	
C9 Stripping (overburden)	√				
C10 Overburden Seeded	√				
C11 Extraction Depth	√			Lowest floor elevation +/- 328 m	
C12 Buildings/Scales (location)	√			No buildings or scales	
C13 Equipment (any specific conditions or restrictions)	√				
C14 Plant (location/any specific conditions or restrictions)	√				
C15 Scrap (location/removal)	√				
C16 Stockpiles (location)	√				
C17 Topsoil (location/seeded)	√				
C18 Excavation Faces	√				
C19 Ponds (location/depth)	√				
C20 Internal Roads (any specific conditions or restrictions)	√				
C21 Haul Routes (external/any specific conditions or restrictions)	√				
C22 Blast Monitoring Report (quarries only)			√		
C23 Dust Suppression	√				
C24 Hours of Operation (any specific conditions or restrictions)	√				
C25 Well Monitoring Reports	√				
C26 Identification Sign (as per Sect. 5.22 of Provincial Standards)	√				
C27 Orderly Conditions	√				
C28 Blasting Hours (quarries only)			√		

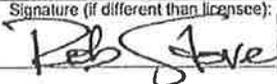
Note: Any (4"No") requires completion of Page 3





Date Submitted to MNR: Y / M / D	15/09/30	Please ensure that the site plan you have is the most current, approved plan and is the same as the one MNR has on file.
Is the site held in reserve? NO		

Copies of Report Sent to: (by September 30th)	County/Regional Municipality	Local Municipality	Ministry of Natural Resources
	YES	YES	YES

TO BE COMPLETED BY PERSON CONDUCTING REVIEW (including on-site inspection)			
Date Inspected: Y / M / D	15/09/11	Review Conducted by: Rob Stovel (Please Print)	Signature (if different than licensee): 
Name of Company and Address: Stovel and Associates Inc. 655 Orangeville Road, Fergus, ON N1M 1T9			
Position with Company: President			

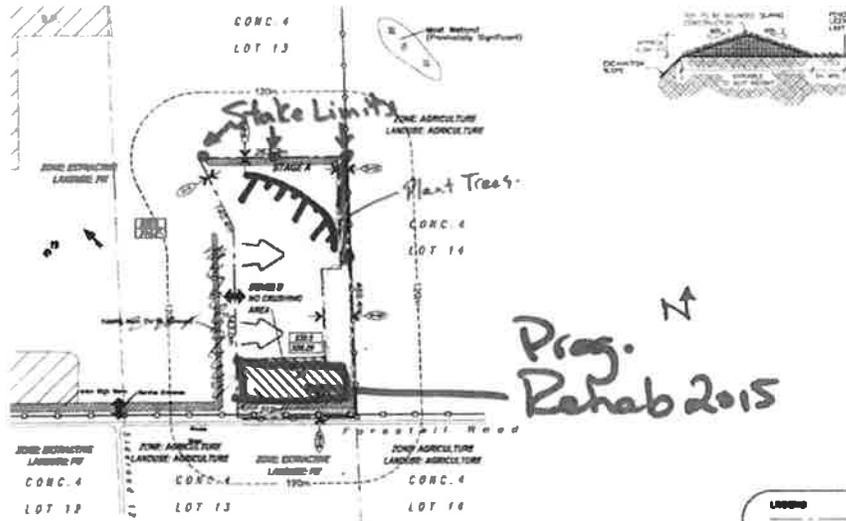
Signature of Licensee or Authorized Official: 
--

FOR MNR OFFICE USE ONLY				
Accepted by MNR: (✓ one)	YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Accepted: Y / M / D	/ /	MNR Signature:
Field Audit by MNR: (✓ one)	YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Inspected: Y / M / D	/ /	MNR Signature:
Follow up Notice Required?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Licence ID #:		

- Pursuant to Subsection 57(4) of the ARA, it is an offence to furnish false information.
- You must provide a sketch if remedial action is required or progressive rehabilitation has been performed.
- In order to extend the 90-day remedial action deadline date, you must obtain the Aggregate Inspector's approval (in writing) prior to filing the report with the Inspector or local MNR office.
- Please submit this report to the local Aggregate Inspector who administers your site, or the local MNR office.

(NOTE: ALL INFORMATION IN RESPECT OF THIS REPORT IS AVAILABLE FOR PUBLIC REVIEW)

Cox 624889  
Parkland P3 Expansion (south part).



PERTY BASED UPON THE BEST INFORMATION AVAILABLE  
A 1/4" SCALE, WITH DIMENSIONS AND DIMENSIONS IN  
FEET. THE PERCENT EXTRACTIVE OF THIS SITE WILL BE  
EVEN 1:1.

\*ABLE. THESE LANDS ARE TO BE REHABILITATED BACK  
LITATION PLAN IS TO BE COORDINATED WITH THE  
ELECTRICIAN. SINCE THE SITE WILL BE MARKED FROM  
IT WILL BE SHIPPED ONTO LICENSE NO. 6742 AND  
RE-USE FOR CARRYING THE DRIVE LANE ROAD.

DISCHARGE ANY FROM OUTSIDE THIS BAY  
E. USE AND BODIES AT A 100 METER EFFICIENCY.  
HOURS 10:00AM-5:00PM

EXISTING BUILDINGS ON THE SITE AND WITHIN

BY THE LICENSEE. AREA TO BE EXTRACTED IS  
APPROXIMATELY 20% OF THE TOTAL SITE.

IF A BAY IS EXTRACTED, ANY BAY  
PLACED IS EXTRACTED WITH A MINIMUM HEIGHT  
AND DIMENSIONS SHALL BE PLACED TO STABILIZE  
THE AND TO STABILIZE BAY.

IF, IT IS A CONDITION OF THIS LICENSE THAT NO MORE THAN 20,000 TONNES OF MATERIAL SHALL BE REMOVED FROM THIS  
LICENSED PROPERTY ANNUALLY IN COMPLIANCE WITH THE LICENSEE LICENSEE SITE IS THE NAME OF THE CONTRACTOR  
LICENSEE LICENSE NUMBER 6742. THE COMBINED TOTAL ANNUAL TONNAGE REMOVED FROM THESE TWO LICENSED SITES WILL  
NOT EXCEED 20,000 TONNES IN ANY CALENDAR YEAR. ANY REMOVAL BEFORE THE EXPIRATION DATE OF THE LICENSE TO SATISFY  
A PUBLIC CONTRACT WILL REQUIRE APPROVAL FROM THE TOWNSHIP OF PULLMAN AND GAN.  
ALL LICENSING WILL OCCUR IMMEDIATELY AFTER CONTRACTING TO ENCOURAGE BEST PRACTICES AS SOON AS POSSIBLE.



PUSLINCH 6.7(b)

## Licensees Compliance Assessment Report - Aggregate Resources Act

<b>Background Information</b>			<b>Year: 2015</b>
Licensee: Cox Construction Ltd.		Licence ID #: 5710	MNR District/Area Office: Guelph
Lot: 9 to 13	Conc.: 4	Geographic Twp.: Puslinch	Municipality: Wellington

### Observations

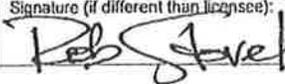
OPERATING STANDARDS	IN COMPLIANCE?			COMMENTS	Remedial Action?
	Yes	No	N/A		
<b>A - Site Access</b>					
A1	Boundaries (clearly marked)		x	Stake northern and western limits in lot 9 and 10	Y
A2	Entrance and Exits (location/closed)	√			
A3	Lease/Ownership/Extraction Agreement			Owner operated	
<b>B - Site Protection</b>					
B4	Fencing		x	Repair fencing along Forestell Road	Y
B5	Fencing (site plan variation or temporary relief granted)	√			
B6	Screening (trees/berms)		x	Repair berms in southern part of pit	Y
B7	Selbacks (15m / 30m or other)	√			
<b>C - Operational Details</b>					
C8	Operating Sequence	√			
C9	Stripping (overburden)	√			
C10	Overburden Seeded	√			
C11	Extraction Depth	√		Lowest floor elevation ± 318m	
C12	Buildings/Scales (location)	√		Asphalt plant constructed in 2011 west of SR 10	
C13	Equipment (any specific conditions or restrictions)	√			
C14	Plant (location/any specific conditions or restrictions)	√		Processing plant follows pit face (recommend staking no processing area in SE of Lot 10)	
C15	Scrap (location/removal)		x	Scrap in Lots 11-13 to be collected and removed from pit	Y
C16	Stockpiles (location)	√			
C17	Topsoil (location/seeded)	√			
C18	Excavation Faces	√			
C19	Ponds (location/depth)	√		Wash pond ± 200m behind former asphalt plant in Lot 12/13 and along western limits of Lot 12	
C20	Internal Roads (any specific conditions or restrictions)	√			
C21	Haul Routes (external/any specific conditions or restrictions)	√			
C22	Blast Monitoring Report (quarries only)		√		
C23	Dust Suppression	√		Water used as required	
C24	Hours of Operation (any specific conditions or restrictions)	√			
C25	Well Monitoring Reports	√		To follow	
C26	Identification Sign (as per Sect 5.22 of Provincial Standards)	√			
C27	Orderly Conditions	√			
C28	Blasting Hours (quarries only)		√		

**Note: Any ("No") requires completion of Page 3**



Date Submitted to MNR: Y / M / D	15/09/30	Please ensure that the site plan you have is the most current, approved plan and is the same as the one MNR has on file.
Is the site held in reserve? NO		

Copies of Report Sent to: (by September 30th)	County/Regional Municipality	Local Municipality	Ministry of Natural Resources
	YES	YES	YES

TO BE COMPLETED BY PERSON CONDUCTING REVIEW (including on-site inspection)			
Date Inspected: Y / M / D	15/09/11	Review Conducted by: Rob Stovel (Please Print)	Signature (if different than licensee): 
Name of Company and Address: Stovel and Associates Inc. 655 Orangeville Road, Fergus, ON N1M 1T9			
Position with Company: President			

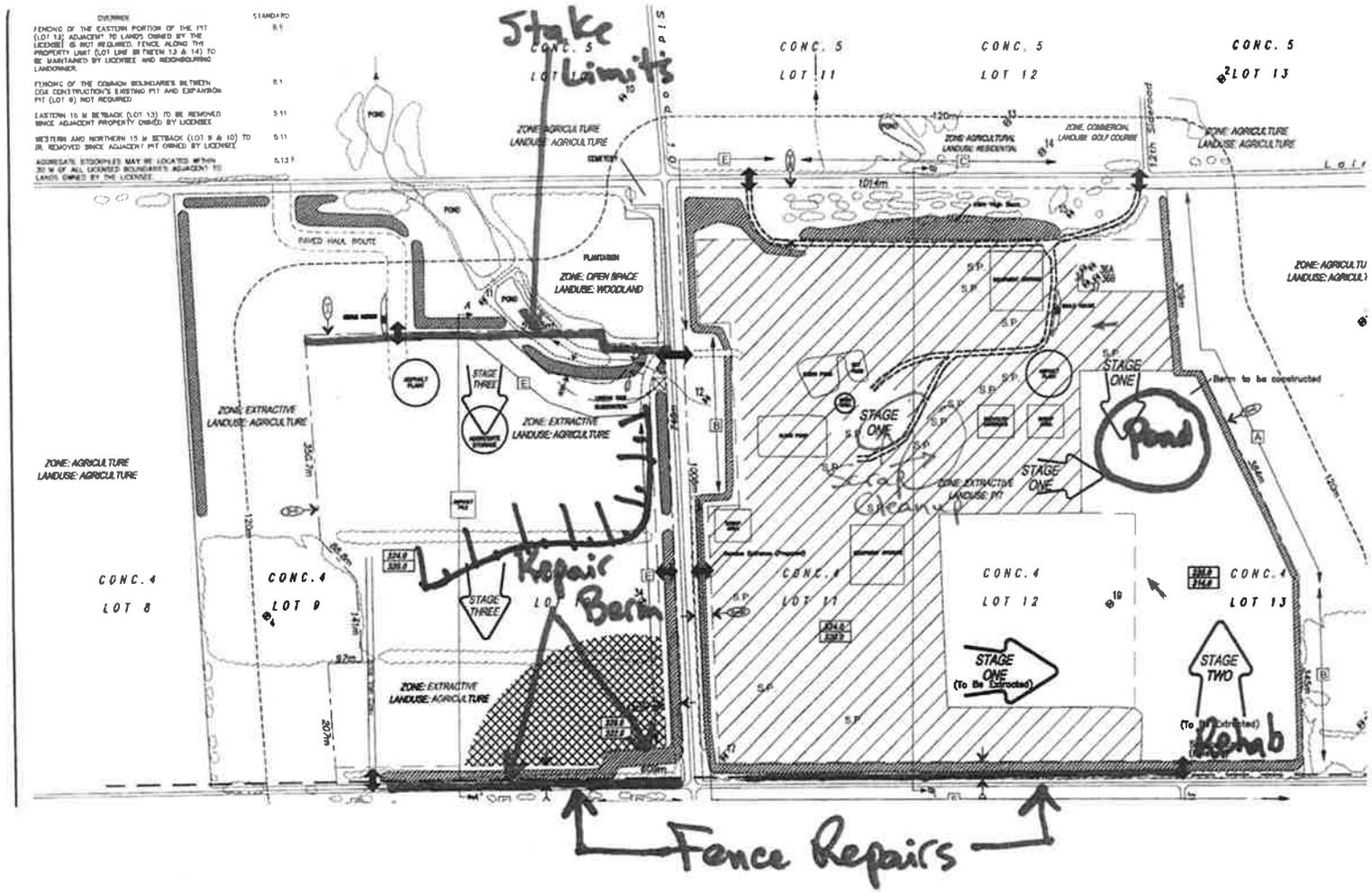
Signature of Licensee or Authorized Official: 
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FOR MNR OFFICE USE ONLY				
Accepted by MNR: (✓ one)	YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Accepted: Y / M / D	/ /	MNR Signature:
Field Audit by MNR: (✓ one)	YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Inspected: Y / M / D	/ /	MNR Signature:
Follow up Notice Required?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Licence ID #:		

- Pursuant to Subsection 57(4) of the ARA, it is an offence to furnish false information.
- You must provide a sketch if remedial action is required or progressive rehabilitation has been performed.
- In order to extend the 90-day remedial action deadline date, you must obtain the Aggregate Inspector's approval (in writing) prior to filing the report with the Inspector or local MNR office.
- Please submit this report to the local Aggregate Inspector who administers your site, or the local MNR office.

(NOTE: ALL INFORMATION IN RESPECT OF THIS REPORT IS AVAILABLE FOR PUBLIC REVIEW)

Paslinch



love

6-7(c)

## Licensees Compliance Assessment Report - Aggregate Resources Act

<b>Background Information</b>			<b>Year: 2015</b>
Licensee: Cox Construction Ltd		Licence ID #: 20212	MNR District/Area Office: Guelph
Lot: 8 to 10	Conc: 4	Geographic Twp.: Puslinch	Municipality: Wellington

### Observations

OPERATING STANDARDS	IN COMPLIANCE?			COMMENTS	Remedial Action?
	Yes	No	N/A		
<b>A - Site Access</b>					
A1	Boundaries (clearly marked)		x	Boundary between this licence and existing Puslinch Pit needs to be staked	Y
A2	Entrance and Exits (location/closed)	√		Entrance across Forestell Road has not been constructed yet	
A3	Lease/Ownership/Extraction Agreement			Owner Operated	
<b>B - Site Protection</b>					
B4	Fencing		x	Repairs required along Laird Road	Y
B5	Fencing (site plan variation or temporary relief granted)	√			
B6	Screening (trees/berms)	√			
B7	Setbacks (15m / 30m or other)	√			
<b>C - Operational Details</b>					
C8	Operating Sequence	√			
C9	Stripping (overburden)	√			
C10	Overburden Seeded	√			
C11	Extraction Depth	√		Lowest floor elevation +/- 316	
C12	Buildings/Scales (location)	√			
C13	Equipment (any specific conditions or restrictions)	√			
C14	Plant (location/any specific conditions or restrictions)	√			
C15	Scrap (location/removal)	√			
C16	Stockpiles (location)		x	Concrete and RAP piles in Phase 1 (northwest of asphalt plant) to be removed	Y
C17	Topsoil (location/seeded)	√			
C18	Excavation Faces	√			
C19	Ponds (location/depth)	√			
C20	Internal Roads (any specific conditions or restrictions)	√			
C21	Haul Routes (external/any specific conditions or restrictions)	√			
C22	Blast Monitoring Report (quarries only)		√		
C23	Dust Suppression	√			
C24	Hours of Operation (any specific conditions or restrictions)	√			
C25	Well Monitoring Reports		x	Water monitoring report required	Y
C26	Identification Sign (as per Sect. 5.22 of Provincial Standards)	√			
C27	Orderly Conditions	√			
C28	Blasting Hours (quarries only)		√		

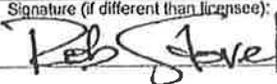
Note: Any (4"No") requires completion of **Page 3**





Date Submitted to MNR: Y / M / D	15/09/30	Please ensure that the site plan you have is the most current, approved plan and is the same as the one MNR has on file.
Is the site held in reserve? NO		

Copies of Report Sent to:  (by September 30th)	County/Regional Municipality  YES	Local Municipality  YES	Ministry of Natural Resources  YES
--	---	-------------------------------	--

TO BE COMPLETED BY PERSON CONDUCTING REVIEW (including on-site inspection)			
Date Inspected: Y / M / D	15/09/11	Review Conducted by: Rob Stovel (Please Print)	Signature (if different than licensee): 
Name of Company and Address: Stovel and Associates Inc. 655 Orangeville Road, Fergus, ON N1M 1T9			
Position with Company: President			

Signature of Licensee or Authorized Official: 
--

FOR MNR OFFICE USE ONLY				
Accepted by MNR: (✓ one)	YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Accepted: Y / M / D	/ /	MNR Signature:
Field Audit by MNR: (✓ one)	YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Inspected: Y / M / D	/ /	MNR Signature:
Follow up Notice Required?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Licence ID #:		

- Pursuant to Subsection 57(4) of the ARA, it is an offence to furnish false information.
- You must provide a sketch if remedial action is required or progressive rehabilitation has been performed.
- In order to extend the 90-day remedial action deadline date, you must obtain the Aggregate Inspector's approval (in writing) prior to filing the report with the Inspector or local MNR office.
- Please submit this report to the local Aggregate Inspector who administers your site, or the local MNR office.

(NOTE: ALL INFORMATION IN RESPECT OF THIS REPORT IS AVAILABLE FOR PUBLIC REVIEW)



11/16/15 6.7(d)

## Licensees Compliance Assessment Report - Aggregate Resources Act

### Background Information

Year: 2015

Licensee: Cox Construction Ltd.		Licence ID #: 20749 (Nigro)	MNR District/Area Office: Guelph
Lot: 11 & 12	Conc.: 4	Geographic Twp.: Puslinch	Municipality: Puslinch (County of Wellington)

### Observations

OPERATING STANDARDS	IN COMPLIANCE?			COMMENTS	Remedial Action?
	Yes	No	N/A		
<b>A - Site Access</b>					Y
A1 Boundaries (clearly marked)	√				
A2 Entrance and Exits (location/closed)	√				
A3 Lease/Ownership/Extraction Agreement				Owner Operated	
<b>B - Site Protection</b>					
B4 Fencing	√				
B5 Fencing (site plan variation or temporary relief granted)	√				
B6 Screening (trees/berms)	√				
B7 Setbacks (15m / 30m or other)	√				
<b>C - Operational Details</b>					
C8 Operating Sequence	√				
C9 Stripping (overburden)	√				
C10 Overburden Seeded	√				
C11 Extraction Depth	√			Lowest floor elevation +/- 323 masl	
C12 Buildings/Scales (location)	√				
C13 Equipment (any specific conditions or restrictions)	√				
C14 Plant (location/any specific conditions or restrictions)	√				
C15 Scrap (location/removal)	√				
C16 Stockpiles (location)	√				
C17 Topsoil (location/seeded)	√				
C18 Excavation Faces	√				
C19 Ponds (location/depth)	√				
C20 Internal Roads (any specific conditions or restrictions)	√				
C21 Haul Routes (external/any specific conditions or restrictions)	√				
C22 Blast Monitoring Report (quarries only)			√		
C23 Dust Suppression	√				
C24 Hours of Operation (any specific conditions or restrictions)	√				
C25 Well Monitoring Reports		x			Y
C26 Identification Sign (as per Sect. 5.22 of Provincial Standards)	√				
C27 Orderly Conditions	√				
C28 Blasting Hours (quarries only)			√		

**Note: Any (4"No") requires completion of Page 3**

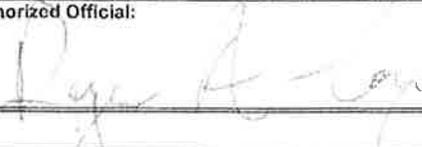




Date Submitted to MNR: Y / M / D	15/09/30	Please ensure that the site plan you have is the most current, approved plan and is the same as the one MNR has on file.
Is the site held in reserve? NO		

Copies of Report Sent to: (by September 30th)	County/Regional Municipality	Local Municipality	Ministry of Natural Resources
	YES	YES	YES

TO BE COMPLETED BY PERSON CONDUCTING REVIEW (including on-site inspection)			
Date Inspected: Y / M / D	15/09/11	Review Conducted by: Rob Stovel (Please Print)	Signature (if different than licensee): 
Name of Company and Address: Stovel and Associates Inc. 655 Orangeville Road, Fergus, ON N1M 1T9			
Position with Company: President			

Signature of Licensee or Authorized Official: 
--

FOR MNR OFFICE USE ONLY				
Accepted by MNR: (✓ one)	YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Accepted: Y / M / D	/ /	MNR Signature:
Field Audit by MNR: (✓ one)	YES <input type="checkbox"/> NO <input type="checkbox"/>	Date Inspected: Y / M / D	/ /	MNR Signature:
Follow up Notice Required?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Licence ID #:		

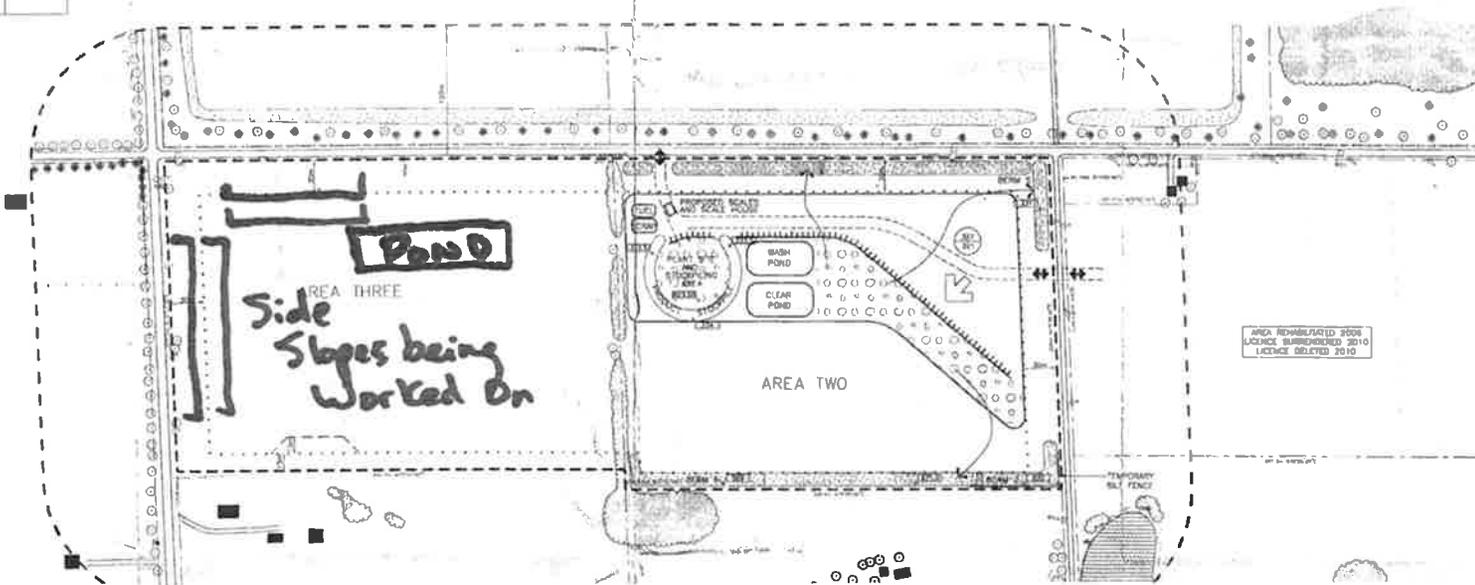
- Pursuant to Subsection 57(4) of the ARA, it is an offence to furnish false information.
- You must provide a sketch if remedial action is required or progressive rehabilitation has been performed.
- In order to extend the 90-day remedial action deadline date, you must obtain the Aggregate Inspector's approval (in writing) prior to filing the report with the Inspector or local MNR office.
- Please submit this report to the local Aggregate Inspector who administers your site, or the local MNR office.

(NOTE: ALL INFORMATION IN RESPECT OF THIS REPORT IS AVAILABLE FOR PUBLIC REVIEW)

2015

	SECTION
ENGINE	8.1
NO. TREE	5.13
EXTRACTED	
AND FUEL	5.13
0	

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4



From: **william knetsch**  
Date: Thu, Sep 24, 2015 at 1:07 PM  
Subject: Highway #6 Morriston Ontario  
To: "Minister of Transportation Correspondence (Web Account)" <[minister.mto@ontario.ca](mailto:minister.mto@ontario.ca)>

I have just sent this letter off to the Minister of Transportation. I feel obligated to forward this letter to you all as well to keep you all up to date. I would like this letter to become a public document for our Puslinch Township Council and hope Karen Landry will do so. Thank you.

Bill Knetsch

September 24, 2015

From: William Knetsch  
42 Queen street,  
Morriston, Ontario  
N0B 2C0

To: the Hon. Minister of Transportation Steven Del Duca

If you live or work along the Morriston Ontario, Highway 6 corridor, you will hear first responders going by constantly. OPP accident statistics, for a 5 1/5 year period, show close to one accident along the Morriston corridor each week. We live in constant fear that a child, pedestrian, commuter, or even ourselves will become yet another statistic. We take our lives in our hands when walking the sidewalk, pulling out of our driveways, or crossing highway #6, either by foot or car. How many more lives/injuries will it take, to take over 20,000 vehicles that are forced through the village of Morriston daily and put them on a by-pass around our village?

We are all thankful that you took the time to meet with our local leaders, business representatives and for coming to see the Highway #6 situation for yourself. After decades of waiting, we are all hopeful the MTO will now finally place the Highway # 6 by-pass on the 5 year infrastructure construction plan. Not only for us in Morriston and Puslinch but for all of Ontario. In the meantime, however, yesterday, September 23, 2015, another accident happened. This time it was one of our neighbours, out walking her dog on a beautiful day. I have enclosed a photograph and short video to show the instant traffic chaos of transport trucks and traffic trying to get past this accident scene on a two lane roadway and the trauma we had to endure just outside our doors one more time, with our neighbour lying on the road with serious injuries and in excruciating pain. She has small children to take care of and is scheduled for surgery today at 1:00 PM. As she was lying on the roadway yesterday screaming from pain, she said to me, " here you go Bill, another statistic for you ". We all hope she will be fine. It is important that you and your office understand the serious need for action and so I bring this to your attention.

Again, I would like to express my sincere appreciation and thanks for replying to my previous letters. It shows me that you and your Government are taking this situation extremely seriously.

Yours Truly,

William Knetsch

P.S. As I am writing this letter to you, in less then 24 hours we have experienced on the same corner of Morriston Ontario, a serious accident yesterday. Then this morning a truck is disabled and blocking traffic and nowhere to go but stay on the Highway. Causing more major traffic delays and trucks have to now pass and navigate inches from each other forced to pass on a turning lane. Again, I have included a still shot and video of the traffic chaos for you to see. It is a constant nightmare for us all.

<https://youtu.be/4h0stXrFq0Q>

<https://youtu.be/1d3ZPvIloBU>





August 31, 2015

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

Dear Mayor Lever:

I am thrilled to share with you a copy of our 2014-15 Community Report for the Child Witness Centre, sharing the impact of our work with more than 500 children, youth and their families in Waterloo Region, Guelph and Wellington County.

Many of you have supported us over the years and whether you are a partner, volunteer, supporter, leader or donor, we want to thank you for working together so that child victims and witnesses can be heard. Some of you are just becoming aware of the work that we do in the community and we hope that this report provides you with further insight into the support we provide to these vulnerable victims and witnesses.

The report includes highlights from the year as well as an update on our strategic work with our community partners to establish a Child and Youth Advocacy Centre (CYAC). A CYAC is a best practice model for investigating sexual and physical abuse involving children and youth and providing support to these victims and witnesses regardless of whether charges are laid. CYACs are being established across the country and we are very excited to let you know that we will be receiving \$350,000 in seed funding over the next 2 years from the Federal Department of Justice to support our implementation.

I hope as you read through the report you gain a sense of the significant impact we currently have on children, youth and their families and an understanding that there is so much more that can be done. We appreciate your interest in our work and hope that you will use our website ([www.childwitness.com](http://www.childwitness.com)) to keep up – to – date and informed on what is happening at the Child Witness Centre.

On behalf of our Board of Directors and Staff, thank you again for helping to build a stronger and brighter future for children and youth in our community.

Sincerely,

Laura Muirhead  
Executive Director

PS. If you are interested in supporting our work at this time, I have enclosed a donation card or you can make a secure donation directly through our website.

95

# GRCA Current



I.G.#

July 2015 • Volume 20 Number 6

## GRCA General Membership

**Chair** Jane Mitchell

**Vice-Chair** Vic Prendergast

**Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley**  
Guy Gardhouse

**Townships of Mapleton and Wellington North** Pat Salter

**Township of Centre Wellington**  
Kelly Linton

**Town of Erin, Townships of Guelph/Eramosa and Puslinch**  
Chris White

**City of Guelph**  
Bob Bell, Mike Salisbury

**Region of Waterloo**  
Les Armstrong, Sue Foxton,  
Helen Jowett, Geoff Lorentz,  
Jane Mitchell, Joe Nowak,  
Wayne Roth, Sandy Shantz,  
Warren Stauch

**Municipality of North Perth and Township of Perth East**  
George Wicke

**Halton Region** Cindy Lunau

**City of Hamilton** George Stojanovic

**Oxford County** Bruce Banbury

**County of Brant**  
Brian Coleman, Shirley Simons

**City of Brantford**  
Dave Neumann, Vic Prendergast

**Haldimand and Norfolk Counties**  
Bernie Corbett, Fred Morison

## Funds sought through Canada 150 program

The GRCA has submitted a request for funding for three projects through the Canada 150 Infrastructure Program that was announced by the federal government in May.

The projects would see an elevator added to Apps' Mill Nature Centre, near Brantford, as well as several other improvements to provide easier access for those with mobility challenges. The total cost of these is about \$424,000.

Renovations to the 61-year-old Kay Marston Pavilion at Elora Gorge Park would strengthen the structure, upgrade the kitchen and improve accessibility in the washrooms. This project would cost about \$167,000.

Rehabilitation of the FWR Dickson Nature Trail and boardwalk near Cambridge is the third project that was submitted. The boardwalk would be replaced, the trail network re-established and sections of trail would be restored to provide greater access to more people. This project is estimated to cost \$187,000.

Federal funding through this infrastructure program could cover one-third of the Apps' Mill upgrades and half the cost of improvements to the Kay Marston Pavilion and the FWR Dickson trail. The GRCA and Grand River Conservation Foundation would contribute the remaining funds.

estogo, Luther and Guelph) were in the normal operating range by the end of the month, however high rainfall resulted in numerous reservoir operations to manage these water levels.

The GRCA issued Watershed Safety Statements on June 9, 12 and 26. No major flooding occurred, but high reservoir discharges resulted in flooding of some low-lying areas. Water levels in Lake Erie were also high during the month.

June saw a return to temperatures slightly below the long-term average after above seasonal temperatures in May.

## Plans underway for multi-use Grand River trail

The GRCA is among many organizations interested in a multi-use Grand River trail that would incorporate other trails within the watershed.

Two meetings included representatives of local municipalities, tourism organizations and operators, GRCA, local hiking groups and members of the public.

A small steering committee has been formed to develop the trail concept and the first meeting took place June 16. The group has noticed increasing interest in inter-regional trails from all levels of government, organizations and the general public.

The GRCA will not lead this project, but will provide some GIS mapping, meeting facilities and limited administrative support. The eventual goal is for a formal association or other organizational structure to manage future development of the trail.

## Very wet June

June was a very wet month throughout the watershed.

Rainfall at Conestogo and Guelph dams was more than twice the average rainfall during the month. This resulted from local thunderstorms and watershed-wide rainfall events.

The Low Water Response Team met June 3 and declared a Level 1 condition based on below average precipitation in March, April and May. But by June 17, this condition was removed due to heavy rainfall.

Water levels in the large reservoirs (Shand, Con-

## Snyder's Flats Master Plan

A progress update about the future of Snyder's Flats in Waterloo was presented to the board.

GRCA staff is working on an updated Snyder's Flats Master Plan that outlines appropriate use of the area. This includes consideration of an off-leash dog park. The area does not currently have this type of facility, however many local dog own-





On June 26 two young osprey were removed from their nest at Belwood Lake to be banded by master bird bander David Lamble. From left, Lamble puts a band on the leg of one of the young osprey; close up of the banded feet; and a parent watching over the young once they had been returned to the nest. Banding takes place before the nestlings begin to fly and this is expected at the end of July. Check [www.grandriver.ca/osprey](http://www.grandriver.ca/osprey) for more photos and to watch the live osprey cam.

ers have expressed an interest in establishing an off-leash dog park at this location.

Inventories of plant communities through the seasons will be completed by early July and this is an important element of the master plan. The draft master plan will be completed by the fall. This will be followed by public consultation before the plan is finalized and comes into effect,

Research has been undertaken into off-leash dog parks within southern Ontario and the Grand River watershed as part of this process.

## Mill Creek Rangers receive \$10,000

Nestlé Waters Canada announced that it has donated \$10,000 to the Friends of Mill Creek Stewardship Rangers program.

The donation helps to support the Friends of Mill Creek in its efforts to undertake fisheries and stream rehabilitation, including stream bank reconstruction, stream bed regrading, tree planting, culvert replacement and farm fencing repair. The work is performed by the Mill Creek Stewardship Rangers, four local high school students and a crew leader hired over an eight-week period each summer. Educational opportunities are combined with practical experience. The Rangers will complete their work on Aug. 21.

Nestlé Waters has donated \$121,350 to the Friends of Mill Creek since 2003. Many

other local companies have also supported this project through the years.

## Tourism award for Elora Gorge

Elora Gorge Park was awarded a certificate of excellence by Tripadvisor.

The popular website considers this “a prestigious award that can only be earned through consistently great reviews”.

When the park opened in 1954, it was Ontario's first official conservation area and has grown in popularity due to its spectacular scenery, location and numerous recreational opportunities.

## 50 Things contest

The GRCA is holding a 50 Awesome Things to Do contest between July 4 and Sept. 8.

Participants in nature programs at the Grand River Parks will have the chance to win a weekend for two glamping at Elora Gorge Park, an eco-birthday party or an annual Grand River Parks pass.

The contest encourages participation in family interpretive programs at Grand River Parks. These programs are led by GRCA nature guides. Park visitors can experience nature-themed activities at seven parks within the central part of the Grand River watershed, including Laurel Creek (Waterloo),

Rockwood, Guelph Lake, Shade's Mills (Cambridge), Pinehurst Lake (near Paris), Brant Park (Brantford) and Elora Gorge.

At each event, people will receive a contest ballot for a chance to win a prize. The more park programs attended, the greater the chance of winning.

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July 24 at 9:30 a.m.,  
GRCA Administration Centre.

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# GRCA Current



August 2015 • Volume 20 Number 7

I.G.# 3

## GRCA General Membership

**Chair** Jane Mitchell

**Vice-Chair** Vic Prendergast

**Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley**  
Guy Gardhouse

**Townships of Mapleton and Wellington North** Pat Salter

**Township of Centre Wellington**  
Kelly Linton

**Town of Erin, Townships of Guelph/Eramosa and Puslinch**  
Chris White

**City of Guelph**  
Bob Bell, Mike Salisbury

**Region of Waterloo**  
Les Armstrong, Sue Foxton,  
Helen Jowett, Geoff Lorentz,  
Jane Mitchell, Joe Nowak,  
Wayne Roth, Sandy Shantz,  
Warren Stauch

**Municipality of North Perth and Township of Perth East**  
George Wicke

**Halton Region** Cindy Lunau

**City of Hamilton** George Stajanovic

**Oxford County** Bruce Banbury

**County of Brant**  
Brian Coleman, Shirley Simons

**City of Brantford**  
Dave Neumann, Vic Prendergast

**Haldimand and Norfolk Counties**  
Bernie Corbett, Fred Morison

## Canadian rowing team at Guelph Lake

The Canadian National Men's Rowing Team is using Guelph Lake for a training camp this summer as it prepares for an Olympic qualifying event.

That means other boaters will have to take care as they travel around the lake. The team is practising July 24 to Aug. 14 to prepare for the Olympic qualifying regatta in France. They will be holding two or three practice sessions a day in a special course set aside for their use. The practices will usually be held at 7 a.m., 11 a.m. and 3:30 p.m. In addition, the team may also row in other parts of the lake.

As a safety precaution during practice times, other boaters are asked to avoid entering or crossing through the race course to avoid interfering with the rowing shells. The training camp is hosted by the Guelph Rowing Club, which has its home base at Guelph Lake.

## New controlled gates at Grand River Parks

Shade's Mills Park will be the first Grand River Park to have access-controlled gates, which will be installed this fall.

Installation of this type of gate was recommended through business plans that were prepared for each of the conservation areas in 2012.

The new gate will allow visitors with a membership to gain entry to the park using their membership card. Others will be able to pay the entrance fee at the gate using automated equipment.

The automated gate may be used for year-round access to Grand River Parks and will reduce staffing and overtime costs. Shade's Mills now has an "honour box" where visitors can deposit their fees, but few people use the fee box. The GRCA's new membership card system was put in place in 2013 to replace the vehicle window sticker.

Over the next five years, controlled access gates will be installed at all 11 Grand River Parks: Brant

Park and Laurel Creek in 2016, Pinehurst Lake and Rockwood in 2017, Belwood Lake and Guelph Lake in 2018, Byng Island and Elora Gorge in 2019 and Conestogo Lake and Luther Marsh in 2020.

Key West Industries of Guelph won the contract to supply the gate, cash station, card reader and other related equipment at Shade's Mills at a cost of about \$40,000. The total cost of the new gates at all the parks is estimated to be \$417,000.

## Filming at Rockwood

Rockwood Conservation Area continues to be popular for film producers.

An episode of *Reign*, a television series about Mary, Queen of Scots, was filmed on July 13 at Rockwood and is expected to air this November.

A new children's movie, *Bark Ranger*, has been released on DVD. This movie was filmed almost entirely in the park last summer.

## Pollinator garden at Guelph Lake

TDI International of Guelph was awarded a contract to create the Operation Pollinator Garden at Guelph Lake Park.

This will be installed on a 3.7-hectare (nine-acre) parcel of land near the main park entrance as part of the planned Guelph Lake Nature Centre Complex. TDI will excavate two ponds and create viewing mounds that will be surrounded by interpretive and recreational trails. These will provide teaching opportunities associated with nature centre programs. An outdoor classroom and amphitheatre are included in the design, but are not part of the project.

Excavation of the ponds and creation of mounds is the first phase of the project. The tender was issued May 15. There were eight bids on the project, and TDI's was the lowest bid for \$96,000 plus taxes.

A donation of \$100,000 from Syngenta will be used for this project. The donation came through



the Grand River Conservation Foundation. Work got underway in late July.

A combination of aquatic and wetland plants will be planted in the ponds, while native meadow plants and wildflowers will be planted in the pollinator garden. A variety of native trees will also be planted.

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## Stocco named new communications manager

Lisa Stocco, a communications professional with more than 15 years in the public, private and not-for-profit sectors, becomes the Manager of Communications for the Grand River Conservation Authority on Aug. 4.

She joins the GRCA from the Halton Catholic District School Board where she has worked since 2003. She served in several posts, most recently as manager of strategic communications. Prior to joining the school board, she was the assistant manager of public and media relations at the former Intesa Bank Canada. Stocco holds a degree in mass communication and French studies from York University, and a post-graduate certificate in journalism from Humber College. She is an accredited member (APR) of the Canadian Public Relations Society (CPRS) where she currently serves as co-president of CPRS Hamilton.

Stocco replaced Dave Schultz as communications manager. Schultz joined the GRCA's communication department in 2002 and will be staying at the GRCA to help develop a new GRCA website until his retirement at the end of the year.

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## New amphitheatre at Shades Mills

Construction of a new amphitheatre and trails in the area above the beach at Shade's Mills Park in Cambridge is underway.

The amphitheatre will accommodate up to 75 people and will be used for the very popular Movies Under the Stars series on Friday nights. It will also be used for nature centre programs and special events.

Visitors will notice construction of this \$30,000 project underway until mid-September. A stage and upgraded projection system are also part of this project. Accessible trails will be winding through the area and will eventually link the beach, parking lot and amphitheatre areas.



Photo by Bill Chan

Luther Marsh, July 29: GRCA staff counted 76 egrets, four active heron nests (all with young still on the nest), five ospreys, a pair of sandhill cranes, a single loon, several hundred swallows and more. Luther is a birding hotspot within the watershed.

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## Contract for union staff

The GRCA board voted in support of a new three-year collective agreement which covers 111 full-time, part-time and seasonal staff who are members of the Ontario Public Service Employees Union (OPSEU).

The previous collective agreement expired at the end of 2014 and negotiations for a new agreement concluded on July 8. The agreement provides for a wage increase of 1.5 per cent in 2015 and 2 per cent in each of 2016 and 2017.

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## Dry July follows wet June

Although rainfall was below average in many parts of the watershed, the wet conditions in June left the ground saturated in July.

Rainfall in July was about average only at Conestogo and Woolwich reservoirs. The two locations with the lowest recorded rainfall for the month were Brantford at 51 per cent and Shand Dam at 38 per cent. Intense storm events resulted in high runoff early in the month.

July was also slightly cooler than average for the first three weeks, but then it heated up toward the end of the month with temperatures reaching 35 C in some locations.

Water levels in Lake Erie are well above the long-term average. However, the lake is

expected to drop slightly over the rest of the year.

Reservoirs are at or slightly above the normal operating range for this time of year. River augmentation has been less this year than is typical for July.

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# GRCA Current



September 2015 • Volume 20 Number 8



## GRCA General Membership

<b>Chair</b>	Jane Mitchell
<b>Vice-Chair</b>	Vic Prendergast
<b>Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley</b>	Guy Gardhouse
<b>Townships of Mapleton and Wellington North</b>	Pat Salter
<b>Township of Centre Wellington</b>	Kelly Linton
<b>Town of Erin, Townships of Guelph/Eramosa and Puslinch</b>	Chris White
<b>City of Guelph</b>	Bob Bell, Mike Salisbury
<b>Region of Waterloo</b>	Les Armstrong, Sue Foxton, Helen Jowett, Geoff Lorentz, Jane Mitchell, Joe Nowak, Wayne Roth, Sandy Shantz, Warren Stauch
<b>Municipality of North Perth and Township of Perth East</b>	George Wicke
<b>Halton Region</b>	Cindy Lunau
<b>City of Hamilton</b>	George Stajanovic
<b>Oxford County</b>	Bruce Banbury
<b>County of Brant</b>	Brian Coleman, Shirley Simons
<b>City of Brantford</b>	Dave Neumann, Vic Prendergast
<b>Haldimand and Norfolk Counties</b>	Bernie Corbett, Fred Morison

## Good summer for revenue

A combination of sunny weekends and rainy weekdays has led to good revenue for the GRCA this summer.

Year-to-date park revenue is approximately \$800,000 higher than it was at the same time last year. Park revenue is generally closely tied to favourable weather for those who enjoy outdoor recreation. This increase may also be due to additional marketing efforts by the GRCA.

The GRCA's three hydro turbines have also been operating at full capacity due to rain that has mostly fallen on weekdays. The turbines have been generating a lot of power, which means the GRCA has higher revenue from this source as well.

Hydro production can be viewed on the GRCA's website at [www.grandriver.ca/riverdata](http://www.grandriver.ca/riverdata).

## Three GRCA projects

Funding is in place for three projects to improve recreational facilities in 2016.

Improvements will be made to Apps' Mill Nature Centre in Brant County, as well as the Kay Marston Pavilion at the Elora Gorge Conversation Area. The boardwalk at the FWR Dickson Nature Trail just south of Cambridge will also be restored.

The Grand River Conservation Foundation will also help fund these projects on behalf of the GRCA.

## Dam and dyke projects

Three tenders for dam and dyke projects have been approved.

Bronte Construction will repair concrete slabs along the Brantford dykes for \$226,000.

Belwood Electric Ltd. will supply and install gain heaters to melt ice at the Shand Dam gates, for about \$255,000.

Rehabilitation of a small section of the Conestogo River near Drayton will be carried out by R & M Construction of Acton at a cost of \$258,000.

These projects will be funded by the GRCA levy and matched by the provincial Water and Erosion Control Infrastructure program.

Work on these projects gets underway in September with completion expected by the end of the year.

## Provincial review underway of conservation act

The province is reviewing the Conservation Authorities Act and comments related to a provincial discussion paper about the act are sought before Oct. 19.

The review of the act is focused on governance, funding mechanisms and the roles and responsibilities of conservation authorities. A working group of Conservation Ontario, the association of conservation authorities, is preparing a response to the discussion paper.

The GRCA's report on the issue was presented at the board meeting. It will be forwarded to partner watershed municipalities for consideration. Any resulting changes will be discussed at the GRCA's September board meeting, before being forwarded on to the province.

## Caledonia mill proposal

A private group seeking to rebuild the Caledonia Mill and turn it into office space made a presentation to the GRCA board.

The mill was constructed in 1856 and operated as a mill until 1965. The interior of the building has not been used for 50 years. It is designated as an historic building and is a landmark for Haldimand County. Attempts by others to re-purpose and restore the mill have not succeeded.

This group plans to take the building down and rebuild it with a similar footprint. Components of the building as well as the foundation will be reused where possible. The intent is to maintain a similar structure, aside from an overhang that was a late addition onto the front of the building. The overhang will be removed to allow a river trail to continue through the property.





It has been a great summer to get out and enjoy Grand River Parks. This young man was enjoying the Byng Island pool for the first time.

The mill is in an area that is regulated by the GRCA. Planning staff will report back on the project after they review the details of the proposal. The project has been endorsed by Haldimand County.

## Water conservation urged in some areas

The low water response team decided Aug. 5 to place the lower Nith, Eramosa and Whitemans subwatersheds at Level 1 under the Ontario Low Water Response Plan.

By Sept. 2 this changed to Level 2 on Whitemans Creek. The team noted water levels in the creek dropped to below half of the average summer flow.

Also on Sept. 2, the Ministry of Natural Resources and Forestry asked anglers to refrain from fishing in Whitemans Creek. Low water levels and high water temperatures can put the fish under stress, which can be compounded by fishing.

Level 1 means water users are asked to cut their consumption by 10 per cent, because stream flows were below normal summer levels. Level 2 is a request for a voluntary 20 per cent reduction in water consumption by holders of water permits.

## August had variable rain

Rainfall in many areas in the central and northern watershed was above average for August, while the southern watershed was drier than average.

For example, only about half the normal

rain fell in Brantford, while Conestogo's rainfall was 37 per cent above average.

August was 0.6 degrees warmer than the long-term average at the Shand Dam, where daytime temperatures there averaged in the mid- to high-20s, with one day reaching 30 degrees. But the central and southern watershed was warmer. Shade's Mills in Cambridge recorded daytime highs at or above 30 degrees on seven days.

Lake Erie remains above the long-term lake level. It is most likely that the lake levels will drop over the rest of the year, but will remain higher-than-normal. Reservoir levels in Shand, Luther and Guelph are within the normal range, while Conestogo is slightly above the normal range.

River augmentation increased slightly in August. On average, reservoir water accounted for about 60 per cent of the flow through Kitchener.

## Planting trees for trout

A free workshop in Burford will help property owners learn about things they can do on their land to help improve the fish habitat in nearby waterways.

The Trees and Trout Workshop will be held Tuesday, Sept. 15 from 6 p.m. to 7:30 p.m. at the Scott family property in Burford. A rain date has been scheduled for Wednesday, Sept. 16, 2015.

The focus of the workshop is on planting native trees, shrubs and plants to create habitat and improve water quality in the nearby creek. The workshop will also pro-

vide information about funding opportunities for water quality improvement projects, and will include an electrofishing demonstration, weather permitting.

The workshop is an initiative of the GRCA's Conservation Services.

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GRCA Administration Centre

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# SAVE THE DATE

## Municipal Agriculture Economic Development Forum

5

**DATES:** October 28 & 29, 2015  
**LOCATION:** John D. Bradley Chatham-Kent Convention Centre, [Chatham](#)  
**HOSTED BY:** Municipality of Chatham-Kent and  
Ministry of Agriculture, Food and Rural Affairs

**This is an opportunity for those involved in municipal and local economic development that have agriculture and food (farming, food processing, fibre, bio-fuel) in their portfolio to network, share successes, and learn more about programs targeted to the agricultural sector.**

### **Day One – October 28 – Choice of Afternoon Bus Tour, Reception and Dinner Presentation:**

#### **Take your pick!**

For those whose portfolio is more focused on Agri-tourism and On-Farm Value Added Opportunities, there is a tour that includes an exciting cultural destination that offers up a fusion of culinary and cultural experiences for all ages and abilities, a pick-your own blueberry operation that takes value-added to the next level, and a unique on-farm food processor with an international reputation.

If you are more focused on the Agri-business side of things, there is a tour that begins with a rapidly expanding Ag Equipment manufacturer, moves to a seed corn facility, then a food processing operation that offers a unique specialty product, and finishes at a state of the art greenhouse operation that uses both heat and CO2 from a nearby industrial processor.

Following a networking reception and local food dinner, the evening session will feature Dr. Murray McLaughlin, Executive Director of Bioindustrial Innovation Canada, discussing the development of a Biochemical Cluster in Southwestern Ontario and the opportunities that creates for agri-business.

### **Day Two – October 29 – Forum Presentation:**

Topics include an Agriculture and Agri-Food Asset Mapping Project undertaken by the Golden Horseshoe Food & Farming Alliance; How Social Media Can Make Your Local Food Event Famous; Introducing a Performance Measurement Tool for Agriculture, and more to be confirmed...

**Details and a full agenda will be available soon at**

[chatham-kent.ca/EconomicDevelopment/recentnews/Pages/MunicipalAgricultureEconomicDevelopmentForum.aspx](http://chatham-kent.ca/EconomicDevelopment/recentnews/Pages/MunicipalAgricultureEconomicDevelopmentForum.aspx)

**We look forward to seeing you there!**



It's  
YOUR  
Community



... MAKE THE CALL!

G.# 6

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**STOPPERS**  
1-800-222-TIPS (8477)

# THE INFORMANT

## FALL 2015



### NEWS

#### BOARD MEMBERS

We are seeking individuals who have connections and expertise in areas that will help enhance our program's growth and who want to be actively engaged in our community.

If this sounds like you, contact us by phone at **519-846-5371** or by email at [info@csgw.tips](mailto:info@csgw.tips) to obtain an application.

[www.csgw.tips](http://www.csgw.tips)



### PROGRAM STATISTICS

Guelph and Wellington County stats since 1988 through August 2015:

Arrests .....	1490
Charges Laid .....	4093
Narcotics Seized .....	\$27,150,932
Property Recovered .....	\$10,070,080
Authorized Rewards .....	\$155,280

**The numbers speak for themselves...Crime Stoppers works!**

### PARTNERS AND DONORS

**THANK YOU** to our **Police** and **Media partners** and to the **local businesses** and **service groups** across Guelph and Wellington County who help promote and support our program throughout the year.

If you wish to make a donation, please make your cheque payable to Crime Stoppers Guelph Wellington and mail to P.O. Box 391, Fergus, ON, N1M 3E2 *or* donate on-line through PayPal at [www.csgw.tips](http://www.csgw.tips).

Tax receipts can be issued upon request for donations of \$10.00 or more.

Charitable registration #13701 5491 RR0001

### UPCOMING EVENTS

#### GUELPH STORM GAME TICKETS

CSGW is partnering with the **Guelph Storm** for the 2015-2016 season and have tickets for sale for the following games:

- Friday Oct 9<sup>th</sup> – 7:30pm vs Owen Sound
- Sunday Nov 8<sup>th</sup> – 6:00pm vs Windsor
- Sunday Dec 6<sup>th</sup> – 2:00pm vs London
- Sunday Dec 13<sup>th</sup> – 2:00pm vs Sudbury
- Sunday Jan 10<sup>th</sup> – 2:00pm vs Sudbury

Tickets are available for **\$20**. Contact us for yours at **519-846-5371** or via email at [info@csgw.tips](mailto:info@csgw.tips).

Representatives from our Board will be on hand to sell 50/50 tickets at the December 13<sup>th</sup> game.

All proceeds received will go towards paying rewards to our tipsters for their anonymous information on crimes and program promotion & awareness within our community.



#### SANTA CLAUS PARADES

Come out and watch the **Guelph Santa Claus Parade Sunday November 15<sup>th</sup>** starting at 1:30pm. Crime Stoppers will be coming through with their jailed Grinch float.



We hope to also take our travels into the north part of the county, so please check our website periodically for updates under "News & Events". We hope you can come out and join in the fun!

## AWARENESS

**WELLINGTON NORTH FIRE SERVICE AWARENESS Campaign**, unveiling the decals at the Arthur Fire Hall on July 15<sup>th</sup>.



(Pictured from left to right is Wellington North Councillor Steve McCabe, Wellington North Mayor-Andy Lennox, CSGW Program Coordinator-Sarah Bowers-Peter and Wellington North Fire Service Chief-Dave Gullibault)

## GRAND RIVER RACEWAY

Promotion of CSGW through half page and full page ads will be printed in the raceway programs for September and October. Thank you to Grand River Raceway for providing us another promotional opportunity. It's great to get our message out to new audiences! We hope to partner with GRR for future CSGW initiatives.

## MEDIA

Crime Stoppers is featured live at 7pm-Tuesdays on "Swap Talk" at 92.9 The Grand radio in Fergus.

**CJOY, Magic 106.1, 101.7 The One and Classic Rock 94.5** radio stations air our public service announcements and Crime of the Week.

CSGW is a featured guest on **Rogers TV** during the noon airing of "Inside Guelph". This program can be viewed the first Tuesday of every month.

Watch for Crime Stoppers segments which air on **Wightman's TV** community Channel #6 and on YouTube.

**Eastlink TV** is running our Crime of the Week.

**Cogeco TV** is running our Crime of the Week during their daily news segments.

We truly appreciate the support we receive from our Media Partners. **Thank You.**

## PAST EVENTS

### COMMUNITY SHREDDING EVENT



This was our 5<sup>th</sup> year to offer this fundraising event and our **most successful, thanks to our supportive community!** CSGW was able to raise over \$2,300 for our program.



The event is heavily dependent on our **media partners** and we can't express our gratitude enough! Thank you to the **Guelph Police Service** for their ongoing support. We wish to give a special shout out to **Battlefield Equipment Rentals** - a committed community partner.

**Thank you** to our new partner - **FILEBANK** - who is a MEMBER OF THE INNOVATIVE RECORD SYSTEMS GROUP



FileBank has offered to partner with us again in the northern part of our county - Mount Forest. Watch for further details, on our website at [www.csqw.tips](http://www.csqw.tips)

### BRQ at COUNTRY PROPERTY AUCTION

Thanks to our sponsors this year, **Piller's**, who provided the food, equipment and two staff members. Thanks also to **Nestle Waters** and **Walsh's Pharmacy** for providing the beverages. A **HUGE thank you** to our patrons for their overwhelming generosity in donations which resulted in \$560.00 for our program.



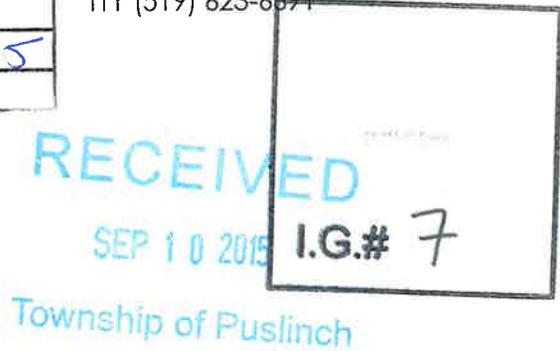
CSGW is appreciative of the partnership with the County of Wellington and Parr Auctions.





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Council Agenda	Oct 2015

**Development and Infrastructure**  
 50 Dickson Street, P.O. Box 669  
 Cambridge ON, N1R 5W8  
 Tel: (519) 621-0740 ext. 4520  
 Fax: (519) 622-6184  
 TTY (519) 623-6691



September 4, 2015

Dear Sir / Madam:

**Zoning By-law Review – Preliminary Draft Open House**

The City of Cambridge is currently undertaking a comprehensive review of the City's Zoning By-law, with the assistance of a planning consultant (Meridian Planning).

A preliminary draft Zoning By-law has been prepared for review and comment from agencies, stakeholders and the public and released on July 6, 2015.

As a follow-up to the July 6<sup>th</sup> release the City is scheduling an additional open house to answer any questions on the preliminary draft and discuss any specific properties. This public open house will be held on:

**Tuesday, September 29, 2015 from 7:00 p.m. to 9:00 p.m.**

**Cambridge City Hall Bowman Room at 50 Dickson Street, Cambridge, ON.**

The preliminary draft by-law and the open house display material is available on the City of Cambridge website: [www.cambridge.ca/zoningbylawreview](http://www.cambridge.ca/zoningbylawreview). The City is requesting public comments by September 30, 2015.

If you require information in an accessible format or accommodations to access municipal services, please contact [accessibility@cambridge.ca](mailto:accessibility@cambridge.ca) or TTY: (519) 623-6691.

If you have any questions please contact either Deanne Friess (Manager of Development Planning) at (519) 621-0740 ext. 4520 or Paul Smithson (Senior Planner – Policy) at ext. 4575.

Yours truly,

Hardy Bromberg

General Manager, Development and Infrastructure

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File	

## NOTICE OF PUBLIC MEETING

### Amendmentstothe Rural Hamilton Official Plan and Hamilton Zoning By-law No. 05-200

**WHAT?** The Planning Committee is holding a Public Meeting under the *Planning Act*, to consider changes:

I.G.# 8

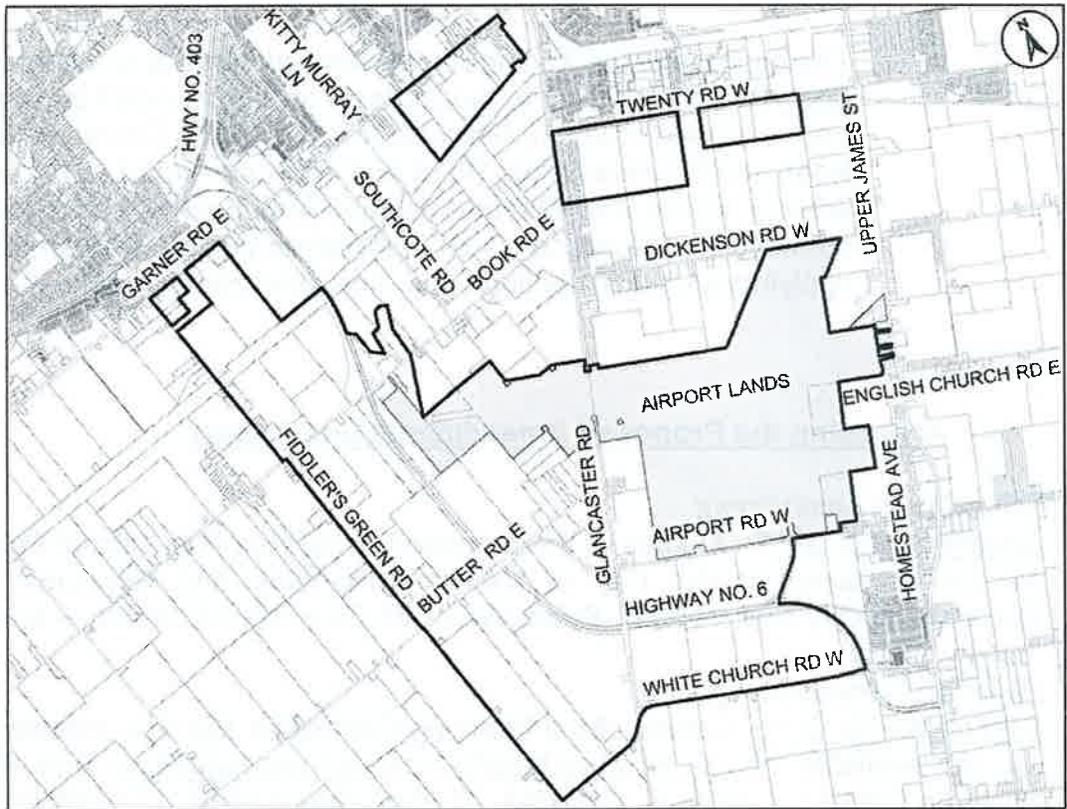
Rural Hamilton Official Plan Amendment

- to redesignate a portion of 680 Highway 8 from City Wide Park to Settlement Institutional;
- to include Settlement Institutional policies within the Rockton Rural Settlement Area Plan;
- to identify a new Special Policy Area for the Rockton Fairgrounds to allow for commercial recreation uses on site;

City of Hamilton Zoning By-law No. 05-200

- to apply the following 7 zones to the lands generally bounded by Garner Road East, Highway 6 South, Glancaster Road, White Church Road, Carluke Road and Fiddlers Green Roadand shown within the map below:

<u>Rural Zones</u>	<u>Parks and Open Space Zones</u>	<u>Utility Zone</u>
Agriculture (A1)	Open Space (P4)	Airport (U1)
Rural (A2)	Conservation Hazard Lands – Rural (P7, P8)	
Existing Rural Commercial (E1)		



- to apply definitions, general provisions and parking requirements that implement the zones and to apply 10 special exceptions (the identification of specific use and regulation permissions for a property) to lands in the Rural Area described above
- to correct errors and make changes to By-law 15-173 (New Rural Zones) as follows:
  - clarify the setback regulation and include regulation to identify maximum building height when replacing a dwelling in the P7 Zone

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- amend special exceptions by clarifying regulations and additional accessory uses for the following properties:
  - 497 Millgrove Side Road
  - 58 Carluke Road West
  - 812 and 814 Old Highway 8
- establish special exceptions to recognize permitted uses for the following properties:
  - 348 Carlisle Road
  - 186 Highway 52 South
  - 261 Highway 5 West
  - 11 Parkside Drive
  - 1288 Brock Road
  - 1911 Jerseyville Road West
- apply a holding provision for 11 Parkside Drive to identify studies required prior to the development of a place of worship
- make zoning mapping changes for the following properties:
  - applying Rural Zones to lands directly to the south of the Binbrook Urban boundary
  - changing the zoning from City Wide Park (P3) to Settlement Institutional (S3) for portion of 680 Highway 8
  - removing a portion of 1125-1142 Wilson Street West from Zoning By-law 05-200

**WHEN?** Tuesday, October 6, 2015: 9:30 am

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

**WHY?** The purpose of the amendment to the Rural Hamilton Official Plan is to allow for a school at 680 Highway 8 and commercial recreation uses at 812 and 814 Old Highway 8 (Rockton Fairgrounds).

The purpose of the Zoning By-law Amendments is to incorporate and apply the Rural Zones to the lands generally bounded by Garner Road East, Highway 6 South, Glanaster Road, White Church Road, Carluke Road and Fiddlers Green Road and apply an Airport (U1) Zone to the John C. Munro Hamilton International Airport as well as to provide corrections to Rural Zones for clarification purposes by amending and applying special exceptions and amending zoning maps.

**HOW:**

- **Accessing the Proposed Amendments and Report**

*Official Plan Amendment*

September 18, 2015 - Copies of the proposed Rural Hamilton Official Plan amendment will be available, at the City of Hamilton Planning and Economic Development Department, City Hall, 71 Main Street West, 4th Floor from 8:30 a.m. – 4:30 p.m.

*Planning Committee Agenda*

September 30, 2015- Copies of the Planning Committee agenda, including staff reports will be available online at [www.hamilton.ca/planningcommittee](http://www.hamilton.ca/planningcommittee) and at the City of Hamilton Clerks Department, City Hall, 71 Main Street West, 1<sup>st</sup> Floor from 8:30 a.m. – 4:30 p.m.

- **How to register as a delegation or provide comments at the Public meeting**

Written Comments : If you wish to submit comments for inclusion in the Agenda for the Meeting, please contact Ida Bedioui (contact information below).

Presentation: Anyone interested in making a presentation is asked to pre-register as a delegation by no later than 12:00 noon on October 5, 2015 by contacting:

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

• **Additional Information**

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

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

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

**APPEALS**

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

- a) If you wish to be notified of the adoption of the proposed Rural Hamilton Official Plan Amendment and/or Zoning By-law 05-200 amendments, or the refusal of the request to amend the Official Plan and/or Zoning By-law, you must make a written request to: the Co-ordinator, Planning Committee, City of Hamilton, 71 Main Street West, 1<sup>st</sup> Floor, Hamilton, Ontario, L8P 4Y5.
- b) If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Hamilton before the proposed Rural Hamilton Official Plan and Zoning By-law Amendments are adopted, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Ontario Municipal Board.
- c) If a person or public body does not make an oral submission at a public meeting or make a written submission to the City of Hamilton before the proposed Rural Hamilton Official Plan and Zoning By-law Amendments are adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board, unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.

**CONTACT:**

For further information on the Rural Hamilton Official Plan amendment and Zoning By-law Amendments, please contact:

**Joanne Hickey-Evans**

Planning & Economic Development Department  
 City of Hamilton  
 71 Main Street West, 4<sup>th</sup> Floor, Hamilton, Ontario, L8P 4Y5  
**Phone: 905-546-2424 Ext. 1282**  
**E-Mail: [joanne.hickey-evans@hamilton.ca](mailto:joanne.hickey-evans@hamilton.ca)**

This Notice is issued September 18, 2015

## NOTICE OF PUBLIC MEETING

### Amendments to the Rural Hamilton Official Plan and Hamilton Zoning By-law No. 05-200

**WHAT?** The Planning Committee is holding a Public Meeting under the *Planning Act*, to consider changes:

I.G.# 9

Rural Hamilton Official Plan Amendment

- to correct land use designations;
- to expand and clarify uses in the Agriculture and Rural designations;
- to update/change the Rural Settlement Area designations (maps) and text to reflect up to date the hazard /conservation lands (natural open space) and land use designations;

City of Hamilton Zoning By-law No. 05-200

- to add 11 new zones (text) that will apply to the rural area

<u>Rural Zones</u>	<u>Parks and Open Space Zones</u>
Agriculture (A1)	Conservation Hazard Lands – Rural (P6, P7, P8)
Rural (A2)	
Existing Rural Commercial (E1)	<u>Industrial Zone</u>
Existing Rural Industrial (E2)	
Settlement Residential (S1)	Mineral Aggregate Extraction (M-12) – only for those lands that were zoned in the former zoning by-laws
Settlement Commercial (S2)	
Settlement Institutional (S3)	

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Township of Puslinch

to add new definitions, general provisions and parking requirements that implement the 11 new zones;

- to prohibit certain uses within source water protection areas in the the Carlisle, Freelton, Greensville and Lynden areas; and
- to zone all the lands with the rural area (see the map below) except for:

<b>CLERK'S DEPARTMENT</b>	
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1. Lands under Development Control of the Niagara Escarpment Commission;

2. Airport Employment Growth District Area - The lands are bounded by Garner Road East, Glancaster Road, West of, Twenty Road West, Upper James Street, White Church Road, Carluke Road and Fiddlers Green Road.

3. Pleasantview, Dundas – Lands north and south of York Road Between Patterson Road and highway 6.
4. Portions within the Greensville Rural Settlement Area
5. Lands located at the southeast corner of Swayze Road and Regional Road; and,
6. Lands located between the existing urban boundary and Fifty Road, at the least, and north of Highway 8

**WHEN?** Tuesday, March 31, 2015:

**Session 1:** 2 pm to 5 pm

**Session 2:** 6 pm to 8 pm

**Note: You do not need to attend both sessions.**

**Each session will continue until such time as the last person speaks**

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

**WHY?**

The purpose of the Zoning By-law amendments is to create one set of new zones, general provisions and parking requirements for the Rural area. These new zones will provide consistency across Ancaster, Dundas, Flamborough, Glanbrook and Stoney Creek for uses that are allowed and the regulations for these uses. The new zones also expand economic opportunities for the rural and agricultural lands.

As part of this project, an amendment to the Rural Hamilton Official Plan is required to update mapping and text to implement the new zones.

**HOW:**

- **Accessing the Proposed Amendments and Report**

*Official Plan Amendment*

March 13, 2015 - Copies of the proposed Rural Hamilton Official Plan amendment will be available, at the City of Hamilton Planning and Economic Development Department, City Hall, 71 Main Street West, 4th Floor from 8:30 a.m. – 4:30 p.m.

*Staff Report, Official Plan Amendment and Proposed Zoning text and maps*

March 20, 2015 - Copies of the staff report and the proposed Rural Hamilton Official Plan and Zoning By-law Amendments will be available on line at [www.hamilton.ca/rural-zoning](http://www.hamilton.ca/rural-zoning) or the City of Hamilton Planning and Economic Development Department, City Hall, 71 Main Street West, 4th Floor from 8:30 a.m. – 4:30 p.m.

*Planning Committee Agenda*

March 25, 2015, 2015 - Copies of the Planning Committee agenda, including staff reports will be available online at [www.hamilton.ca/planningcommittee](http://www.hamilton.ca/planningcommittee) and at the City of Hamilton Clerks Department, City Hall, 71 Main Street West, 1<sup>st</sup> Floor from 8:30 a.m. – 4:30 p.m.

- **How to register as a delegation or provide comments at the Public meeting**  
**Written Comments** : If you wish to submit comments for inclusion in the Agenda for the Meeting, please contact Ida Bedioui (contact information below).

**Presentation:** Anyone interested in making a presentation is asked to pre-register as a delegation by no later than 12:00 noon on March 30, 2015 by contacting:

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

**PLEASE SPECIFY (AFTERNOON OR EVENING) WHICH SESSION YOU PLAN TO ATTEND**

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

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

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

## **APPEALS**

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

- a) If you wish to be notified of the adoption of the proposed Rural Hamilton Official Plan Amendment and/or Zoning By-law 05-200 amendments, or the refusal of the request to amend the Official Plan and/or Zoning By-law, you must make a written request to: the Co-ordinator, Planning Committee, City of Hamilton, 71 Main Street West, 1<sup>st</sup> Floor, Hamilton, Ontario, L8P 4Y5.

- b) If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Hamilton before the proposed Rural Hamilton Official Plan and Zoning By-law Amendments are adopted, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Ontario Municipal Board.
- c) If a person or public body does not make an oral submission at a public meeting or make a written submission to the City of Hamilton before the proposed Rural Hamilton Official Plan and Zoning By-law Amendments are adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board, unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.

**CONTACT:**

For further information on the rural zoning and Rural Hamilton Official Plan amendment, please contact:

**Diana Yakhni**

Planning & Economic Development Department

City of Hamilton

71 Main Street West, 4<sup>th</sup> Floor, Hamilton, Ontario, L8P 4Y5

**Phone: 905-546-2424 Ext.7582**

**E-Mail: [Diana.yakhni@hamilton.ca](mailto:Diana.yakhni@hamilton.ca)**

This Notice issued March 13, 2015

I.G.# 10

September 15, 2015

**PUBLIC MEETING NOTICE**

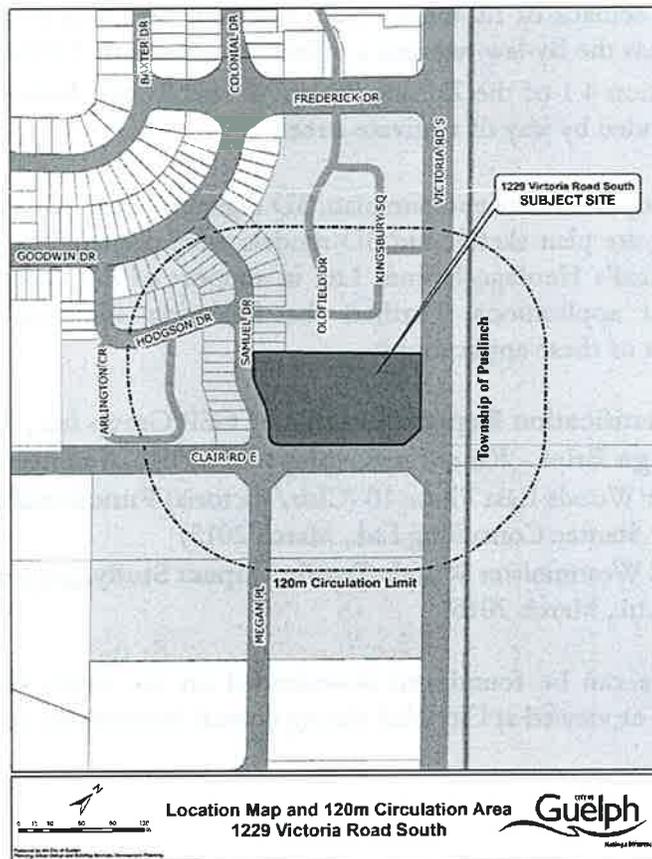
**PROPOSED OFFICIAL PLAN AND ZONING BY-LAW AMENDMENT**

Take notice that Guelph City Council will be holding a Public Meeting in accordance with the requirements of the *Planning Act* for Official Plan Amendment and Zoning By-law Amendment applications. These applications were received on May 7, 2015 from Reid's Heritage Homes Ltd. (on behalf of Westminister Woods Limited) to permit a four (4) storey, 101-unit apartment building as well as a neighbourhood commercial plaza with approximately 807 m<sup>2</sup> (8,686.5 square feet) of gross floor area in two (2) separate buildings at **1229 Victoria Road South** (see location map below).

Meeting Date: **October 13, 2015**  
 Location: **Council Chambers, City Hall, 1 Carden Street**  
 Time: **7:00 p.m.**

**SUBJECT LANDS**

**1229 Victoria Road South:** The property that is subject to the Official Plan Amendment and Zoning By-law Amendment applications has a total area of 1.44 hectares (3.56 acres). The property is located at the northwest corner of Victoria Road South and Clair Road East. The subject property is currently vacant and is surrounded by apartment buildings, cluster townhouses and single detached dwellings to the north, single detached dwellings to the west and south, and agricultural lands outside the City of Guelph to the east.



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Council Agenda	Oct 7/15
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**SEP 18 2015**

**Township of Puslinch**

## Public Meeting Notice

File Nos.: OP1501/ZC1507

### PURPOSE AND EFFECT OF APPLICATIONS

The request for an Official Plan Amendment and Zoning By-law Amendment is to permit a four (4) storey, 101-unit apartment building as well as a neighbourhood commercial plaza with approximately 807 m<sup>2</sup> (8,686.5 square feet) of gross floor area in two (2) separate buildings.

The purpose of the proposed Official Plan Amendment is to amend the land use designation on a portion of the subject lands (approximately 25% of the total site area) from the current "General Residential" designation to the "Neighbourhood Commercial" designation.

The purpose of the proposed Zoning By-law Amendment is to rezone the entire subject lands from the current "A" (Agricultural) Zone under the Township of Puslinch Zoning By-law No. 19/85 to a specialized R.4A-? (General Apartment) Zone (on east side) and to the NC (Neighbourhood Commercial) Zone (on west side).

The proposed R.4A-? (General Apartment) Zone is for the residential block portion of the property to permit a four (4) storey, 101-unit apartment building and the proposed NC (Neighbourhood Commercial) Zone is for the commercial block to permit a neighbourhood commercial plaza with approximately 807 m<sup>2</sup> (8,686.5 square feet) of gross floor area in two (2) separate buildings. No specialized provisions have been requested for the proposed NC zone/commercial block. The applicant has requested to develop the residential block portion in accordance with the permitted uses and regulations of the standard R.4A Zone, with the following exceptions:

- To permit a minimum rear yard setback of 7.5 metres, whereas the Zoning By-law requires a minimum rear yard setback of 21.52 metres;
- To permit a setback of 1.0 metres from a parking area to a property line in an R.4A Zone, whereas the By-law requires a minimum setback of 3.0 metres; and
- Despite Section 4.1 of the Zoning By-law, access from a Building to a public Street may be provided by way of a private street.

The proposed development concept (site plan, 3D digital models) is included in **Schedule 2** to this Notice. The site plan sketch and 3D models were prepared by BJC Architects Inc. and submitted by Reid's Heritage Homes Ltd. in support of the Official Plan and Zoning By-law Amendment applications. Further, the following additional material was also submitted in support of these applications:

1. **Planning Justification Report** (prepared by GSP Group Inc., April 2015)
2. **Urban Design Brief – Kingsbury C** (prepared by BJC Architects Inc., March 2015)
3. **Westminister Woods East Phase 10 (Clair/Victoria) Functional Servicing Report** (prepared by Stantec Consulting Ltd., March 2015)
4. **Kingsbury C Westminister Woods Traffic Impact Study** (prepared by Stantec Consulting Ltd., March 2015)

Copies of the above can be found and downloaded on the City's website under 'Active Development Files', or viewed at City Hall during normal business hours.

## Public Meeting Notice

File Nos.: OP1501/ZC1507

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### **TO SPEAK AT COUNCIL OR PROVIDE WRITTEN COMMENTS**

Any person may attend the meeting and/or provide written or verbal representation on the proposal.

- 1a. If you wish to speak to Council on the applications, you may register as a delegation by contacting the City Clerk's Office, City Hall, **no later than October 9, 2015 at 9:00 a.m. in any of the following ways:**
  - By Phone at **519-837-5603** or TTY **519-826-9771**
  - By Email at [clerks@guelph.ca](mailto:clerks@guelph.ca)
  - By Fax at 519-763-1269
  - In person at the Service Guelph Counter at City Hall, 1 Carden Street, Guelph
  - By regular mail or courier to Guelph City Clerk, 1 Carden Street, Guelph ON N1H 3A1
- 1b. You may attend the meeting and request to speak at the meeting.
2. If you wish to submit written comments to Council on the applications, you must submit the written comments to the City Clerk's Office, City Hall, **no later than October 9, 2015 at 9:00 a.m. in any of the following ways:**
  - By Email at [clerks@guelph.ca](mailto:clerks@guelph.ca)
  - By Fax at 519-763-1269
  - In person at the Service Guelph Counter at City Hall, 1 Carden Street, Guelph
  - By regular mail or courier to Guelph City Clerk, 1 Carden Street, Guelph ON N1H 3A1

**Personal information:** as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA. Personal information collected in relation to materials submitted for an agenda will be used to acknowledge receipt, however, please be aware that your name is subject to disclosure by way of publication of the agenda. If you have questions about this collection; use, and disclosure of this information, contact the City of Guelph's Access, Privacy and Records Specialist Ms. Jennifer Slater at 519-822-1260 ext. 2605 or [jennifer.slater@guelph.ca](mailto:jennifer.slater@guelph.ca).

**Recording Notification:** as defined by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA. As public meetings of Council and Standing Committees may be recorded by Cable TV network and broadcast on a local channel, your image may be seen as part of this broadcast. If you have questions about this collection; use, and disclosure of this information, contact the City of Guelph's Access, Privacy and Records Specialist Ms. Jennifer Slater at 519-822-1260 ext. 2605 or [jennifer.slater@guelph.ca](mailto:jennifer.slater@guelph.ca).

## Public Meeting Notice

File Nos.: OP1501/ZC1507

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The purpose of the meeting is to provide more information about the applications and provide an opportunity for public input. No recommendations are provided at the Public Meeting and City Council will not be making any decision at this meeting. A recommendation report will be prepared and presented at a subsequent meeting of City Council following a full review of the applications.

If you would like to be notified of the date when City Council will consider staff's recommendation on this application, you must submit your full name and mailing address in writing or fill in the Public Meeting sign-in sheet at the Public Meeting.

### **IMPORTANT INFORMATION ABOUT MAKING A SUBMISSION**

If a person or public body does not make oral submissions at a public meeting or make written submissions to Guelph City Council before the by-law is passed, the person or public body is not entitled to appeal the decision to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to Guelph City Council before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

### **FOR MORE INFORMATION**

Additional information including copies of the staff report and related background information will be available for review by visiting 1 Carden Street, 3<sup>rd</sup> Floor or contacting **Michael Witmer, Development Planner II at 519-837-5616, ext. 2790** during regular office hours.

Please note that copies of the Staff report will be available on **October 2, 2015** and may be picked up at Infrastructure, Development and Enterprise (1 Carden Street, 3<sup>rd</sup> Floor) on or after this date.

## Public Meeting Notice

File Nos.: OP1501/ZC1507

### SCHEDULE 1: DETAILS OF PROPOSAL

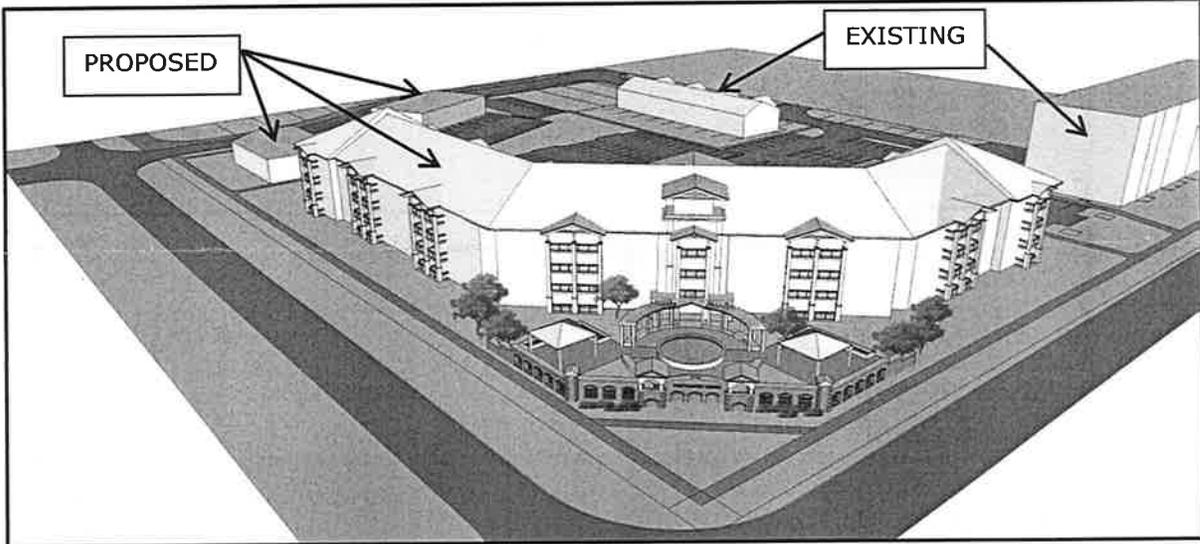
<b>Applicant:</b>	Reid's Heritage Homes Ltd. (on behalf of Westminster Woods Ltd.)
<b>Address:</b>	1229 Victoria Road South
<b>Legal Description:</b>	Part of Lot 10, Concession 8, Geographic Township of Puslinch, City of Guelph, County of Wellington
<b>Property Size:</b>	1.44 hectares (3.56 acres)
<b>Existing Land Use:</b>	Vacant
<b>Existing Official Plan Designation:</b>	"General Residential", which permits a range of housing types including: single, semi-detached residential dwellings and multiple unit residential buildings
<b>Proposed Official Plan Designation:</b>	"Neighbourhood Commercial" on the western portion <u>only</u> (approximately 25% of subject site), while the remaining site (approximately 75%) will stay designated "General Residential"
<b>Existing Zoning:</b>	"A" (Agricultural) Zone in the former Township of Puslinch Zoning By-law No. 19/85.
<b>Proposed Zoning:</b>	The applicant is proposing to rezone the subject lands to R.4A-? (Specialized General Apartment) Zone on the east side and NC (Neighbourhood Commercial) Zone to the west.
<b>Proposal Description:</b>	To amend the Official Plan and Zoning By-law to permit a four (4) storey, 101-unit apartment building as well as a neighbourhood commercial plaza with approximately 807 m <sup>2</sup> (8,686.5 square feet) of gross floor area in two (2) separate buildings. <i>(see attached development concept – Schedule 2)</i>
<b>Ward 6:</b>	<b>Councillor Mark MacKinnon</b> Phone: 519-822-1260 x 2296 Email: mark.mackinnon@guelph.ca
	<b>Councillor Karl Wettstein</b> Phone: 519-822-1260 x 2297 Email: karl.wettstein@guelph.ca



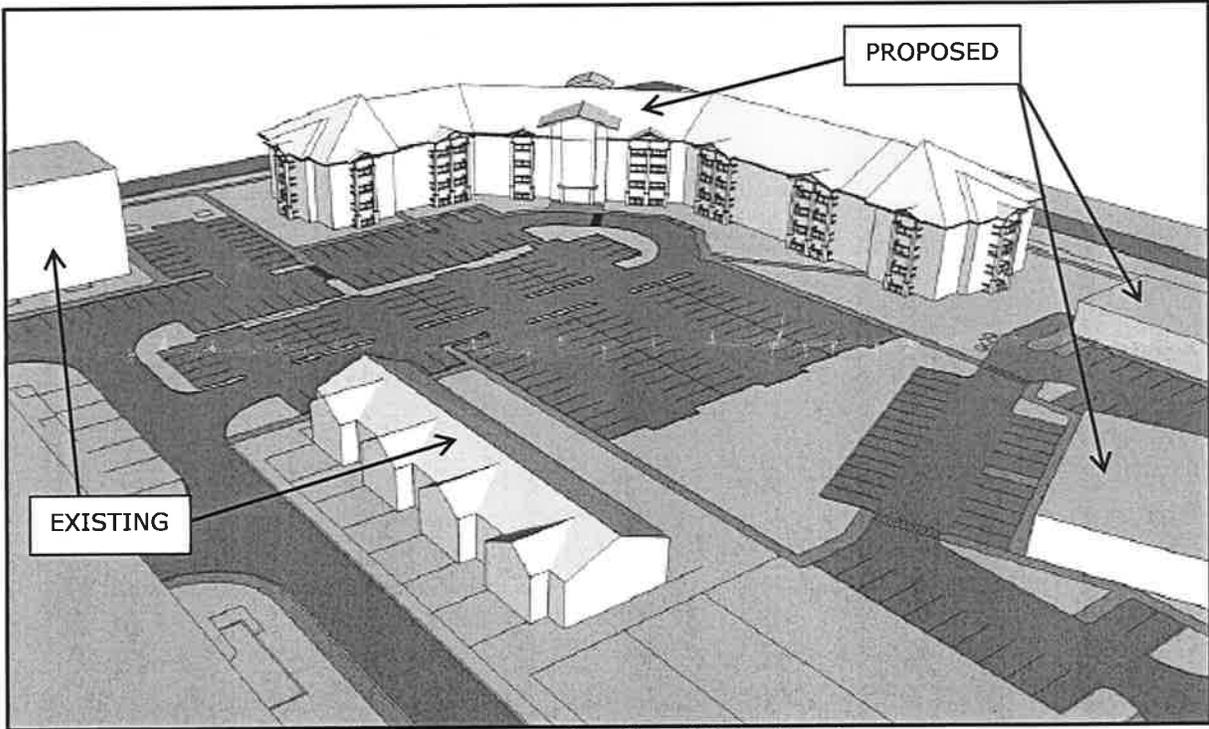
**Public Meeting Notice**

**File Nos.: OP1501/ZC1507**

**SCHEDULE 2 (CONTINUED): PROPOSED DEVELOPMENT CONCEPT –  
3D MODELS**



View of northwest corner of Victoria Road South and Clair Road East (above).



View of parking area from Samuel Drive (above).

Conceptual 3D Model Views of Development (provided by BJC Architects)

## Financial Report - August 2015 - Summary

<b>Bank Balance</b>	6,803,919
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<b>General Acct. Interest Earned to Date</b>	43,900
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<b>2015 Taxes Levied to Date</b>	Interim 1st Installment	5,480,282
	Interim 2nd Installment	5,478,864
	Final 1st Installment	5,731,469
	Final 2nd Installment capping	
	<b>Total Taxes Levied</b>	<b>16,690,615</b>

<b>Taxes Written Off to Date</b>	18,386
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<b>Supplemental Billings to Date</b>	54,978
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<b>Summary of Tax Arrears</b>		
2015 Outstanding Taxes		793,581
2015 Outstanding Interest		16,515
Outstanding Taxes and Interest (Prior years)		
-	2014 Taxes & Interest	280,734
-	2013 Taxes & Interest	119,457
-	2012 & Prior & Interest	85,953
Total Outstanding Taxes & Interest - Prior Years		486,144

## Accounts Payable

TD Canada Trust Cheque Register By Date

01/08/2015 thru 31/08/2015

Cheque Number	Cheque Date	Payee	Cheque Amount
018775	18/08/2015	000119 BELL CANADA	474.77
018776	18/08/2015	001989 COUNTERTOP DEPOT INC.	514.50
018777	18/08/2015	001039 UNION GAS LIMITED	281.50
018778	18/08/2015	001860 USTI CANADA INC.	2,966.25
018779	19/08/2015	000295 DAVID SUTTON	551.00
018780	19/08/2015	000403 G. R. GOOD HOLDING CO. LTD.	272.59
018781	19/08/2015	000514 HYDRO ONE NETWORKS INC	95.76
018782	19/08/2015	000661 MANULIFE FINANCIAL	14,259.01
018783	19/08/2015	001650 PITNEY BOWES	163.12
018784	19/08/2015	001210 ROGERS	315.53
018785	19/08/2015	000998 TD VISA	1,303.43
018786	19/08/2015	001871 TREMBLAY, DONNA-LYNN	303.96
018787	19/08/2015	000980 WAYNE STOKLEY	53.00
018788	24/08/2015	000486 HAYDEN'S PROPERTY MTCE.	20,000.00
018789	24/08/2015	001943 SOUTH CLARE ERNEST	1,140.11
018790	25/08/2015	001218 CITY OF GUELPH	4,798.75
018791	26/08/2015	001656 MONAGHAN, TASHA	30,000.00
018792	27/08/2015	001340 ASTLEY GILBERT	9.85
018793	27/08/2015	000119 BELL CANADA	735.08
018794	27/08/2015	000400 GUELPH BUSINESS MACHINES	895.64
018795	27/08/2015	000463 GUELPH HUMANE SOCIETY	1,484.12
018796	27/08/2015	000712 MIKE MCCRONE ENTERPRISES	210.18
018797	27/08/2015	001945 ONSERVE	5,748.66
018798	27/08/2015	001516 PARTRIDGE FREELANCE TITLESEARCHING	284.50
018799	27/08/2015	001068 PROGRESSIVE WASTE SOLUTIONS CDA	300.58
018800	27/08/2015	000861 REYNER ELECTRIC CONSTRUCTION INC.	907.96
018801	27/08/2015	000687 ROBERT MCFARLANE	600.00
018802	27/08/2015	001684 SCHOOLEY MITCHELL TELECOM	2,674.31
018803	27/08/2015	000932 SENTEX COMMUNICATIONS	240.67
018804	27/08/2015	000934 SGS CANADA INC	148.03
018805	27/08/2015	001733 SHRED-IT INTERNATIONAL ULC	57.57
018806	27/08/2015	000374 SUSAN FIELDING	22.00
018807	27/08/2015	000804 THE PEPSI BOTTLING GROUP	554.13
018808	31/08/2015	001980 BARZOTTI WOODWORKING LTD.	7,174.49
018809	31/08/2015	001721 SPENCE MAST	84.50
018810	31/08/2015	001980 BARZOTTI WOODWORKING LTD.	1,793.62
018811	31/08/2015	001991 ABOUD & ASSOCIATES INC.	3,706.40
018812	31/08/2015	000038 ACKLANDS-GRAINGER INC.	18.31
018813	31/08/2015	000042 ADVANCE CONSTRUCTION EQUIP LTD	102.32
018814	31/08/2015	000045 AIRWAVE CLIMATECARE	471.78
018815	31/08/2015	000055 ALLIED MEDICAL INSTRUMENTS INC	244.40
018816	31/08/2015	000113 BATTLEFIELD EQUIPMENT RENTALS	130.61
018817	31/08/2015	001432 BERRN CONSULTING LTD	238.96
018818	31/08/2015	000147 BOB BONNEVILLE	117.50
018819	31/08/2015	000148 BOUCHER & JONES INC.	6,167.54
018820	31/08/2015	001074 C-MAX FIRE SOLUTIONS	3,028.33
018821	31/08/2015	000178 CAMPBELL'S PORTABLE TOILETS	542.40
018822	31/08/2015	000182 CAMPUS HARDWARE LIMITED	97.57
018823	31/08/2015	000171 CANADIAN PACIFIC RAILWAY CO.	1,385.00
018824	31/08/2015	000214 CBM AGGREGATES	118.64
018825	31/08/2015	000219 CEDAR SIGNS	303.67
018826	31/08/2015	000175 CITY OF CAMBRIDGE	300.00
018827	31/08/2015	001510 COLONIAL TREE SERVICE INC	2,090.50

## Accounts Payable

TD Canada Trust Cheque Register By Date

01/08/2015 thru 31/08/2015

Cheque Number	Cheque Date	Payee	Cheque Amount
018828	31/08/2015	000259 COUNTY OF WELLINGTON	67.80
018829	31/08/2015	000263 COX CONSTRUCTION LIMITED	222,572.87
018830	31/08/2015	000313 D.N. STEWART	228.18
018831	31/08/2015	001323 DILLON CONSULTING	2,599.00
018832	31/08/2015	000380 FIRE SAFETY CANADA	541.27
018833	31/08/2015	001877 FIRE SERVICE WOMEN ONTARIO	250.00
018834	31/08/2015	000384 FLEET IMAGE INC.	43.51
018835	31/08/2015	001182 G.T. FRENCH PAPER LTD.	1,633.36
018836	31/08/2015	000414 GM BLUEPLAN ENGINEERING LIMITED	23,081.64
018837	31/08/2015	000448 GREAT-WEST LIFE ASSURANCE CO.	722.62
018838	31/08/2015	000454 GUELPH JUNCTION RAILWAY CO.	90.90
018839	31/08/2015	000468 GWS ECOLOGICAL & FORESTRY SERV	2,696.06
018840	31/08/2015	000476 HARDEN ENVIRONMENTAL SERVICES	4,732.72
018841	31/08/2015	000485 HAYDEN'S ABERFOYLE GARAGE INC.	651.00
018842	31/08/2015	000486 HAYDEN'S PROPERTY MTCE.	684.78
018843	31/08/2015	001703 KAREN LANDRY	774.36
018844	31/08/2015	000655 MACKINNON & ASSOCIATES	1,029.92
018845	31/08/2015	000685 MCELDERRY & MORRIS	221.82
018846	31/08/2015	000710 MICHAEL'S MOBILE	50.85
018847	31/08/2015	001706 MOTION SPECIALTIES	660.00
018848	31/08/2015	000734 MRC SYSTEMS INC.	1,677.49
018849	31/08/2015	000753 NELLIS CONSTRUCTION LTD.	3,599.05
018850	31/08/2015	000795 PARKS AND RECREATION ONTARIO	833.94
018851	31/08/2015	001516 PARTRIDGE FREELANCE TITLESEARCHING	172.60
018852	31/08/2015	000812 PAUL PILKINGTON	72.00
018853	31/08/2015	000886 ROCHESTER MIDLAND LIMITED	122.55
018854	31/08/2015	001990 SCRUBCO	158.20
018855	31/08/2015	000939 SHOOTER ELECTRIC INC.	12,215.30
018856	31/08/2015	000977 STEVEN GOODE	25.50
018857	31/08/2015	000988 SWAN DUST CONTROL LTD	280.34
018858	31/08/2015	001076 THE WELLINGTON ADVERTISER	923.58
018859	31/08/2015	001963 THRIVE LANDSCAPES	1,400.00
018860	31/08/2015	001016 TOPECO COFFEE & TEA COMPANY	406.58
018861	31/08/2015	001036 TOWNSHIP OF CENTRE WELLINGTON	1,506.41
018862	31/08/2015	001256 UNITED ELECTRIC	325.28
018863	31/08/2015	001046 V.A. WOOD (GUELPH) INCORP.	476.30
018864	31/08/2015	001737 WEBER ENVIRONMENTAL SERVICES	882.32
018865	31/08/2015	000514 HYDRO ONE NETWORKS INC	8,410.48
018867	31/08/2015	000295 DAVID SUTTON	494.00
018868	31/08/2015	000409 GAIL J. HUETHER	255.66
018869	31/08/2015	001429 KENNETH ROTH	193.54
018870	31/08/2015	000717 MINISTER OF FINANCE	1,828.89
018871	31/08/2015	000764 O.M.E.R.S.	18,583.72
018872	31/08/2015	000856 RECEIVER GENERAL	389.12
018873	31/08/2015	001147 RECEIVER GENERAL	35,688.01
018874	31/08/2015	001113 WORKPLACE SAFETY & INSURANCE	3,631.92
018875	31/08/2015	001976 WHITESELL COMPANY	7,067.20
Cheque Register Total -			485,435.74

## Corporate Financial Report - August 2015

### 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	22	67	78	100	78%
01-0017-7770	Other Revenues	71	58	488	467	212	700	30%
01-0017-2310	Mun Tax Assistance	-	1,307	-	10,453	15,680	15,680	100%
01-0017-2320	Host Kilmer (Service Ontario)	-	1,856	-	14,847	22,270	22,270	100%
01-0017-2330	Ontario Hydro	-	1,012	-	8,098	12,147	12,147	100%
01-0017-2340	Greater Toronto Transit	-	580	-	4,637	6,956	6,956	100%
01-0017-2350	Public Works Canada	-	166	-	1,331	1,997	1,997	100%
01-0017-2360	Hydro One	-	-	-	-	-	-	#DIV/0!
01-0017-2400	Grant Guelph Junction Railway	5,330	444	5,330	3,553	0	5,330	0%
01-0017-2500	Puslinch Landfill	3,351	284	3,351	2,274	60	3,411	2%
01-0017-2600	City of Guelph	24,417	2,072	24,417	16,573	442	24,859	2%
01-0017-2700	University of Guelph	1,292	107	1,292	859	3	1,289	0%
01-0017-2800	CN Railway	1,135	95	1,135	757	0	1,135	0%
01-0017-2900	CP Railway	7,854	655	7,854	5,236	0	7,854	0%
01-0017-5110	OMPF	-	33,717	303,450	269,733	101,150	404,600	25%
01-0015-5310	Provincial Aggregate Levy	-	17,847	-	142,776	214,164	214,164	100%
01-0017-7510	Current Taxes	5,386	6,714	40,551	53,709	40,012	80,563	50%
01-0017-7520	Tax Arrears	5,712	8,983	71,108	71,862	36,685	107,793	34%
01-0014-1220	Supplemental Billings	-	4,167	54,978	33,333	4,978	50,000	-10%
01-0017-7672	Interest on General	1,868	4,546	43,900	36,367	10,651	54,550	20%
01-0017-7675	Interest on Grading	190	127	1,736	1,014	216	1,520	-14%
01-0017-7676	Int. Education/County DC's	4	14	75	113	94	169	56%
	<b>Totals</b>	<b>56,610</b>	<b>84,757</b>	<b>559,686</b>	<b>678,058</b>	<b>457,401</b>	<b>1,017,086</b>	<b>45%</b>

### 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)	1,587	17,832	18,386	142,656	195,598	213,984	91%
01-0010-4700	Conservation Authorities Levy Payment	-	12,856	80,672	102,844	73,594	154,266	48%
	<b>Totals</b>	<b>1,587</b>	<b>30,688</b>	<b>99,058</b>	<b>245,500</b>	<b>269,192</b>	<b>368,250</b>	<b>73%</b>

## Administration Financial Report - August 2015

### 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	40	13	380	107	- 220	160	-137%
01-0015-1120	Investigator Fees	-	-	-	-	-	-	0%
01-0015-1130	Engineering and Environmental Fees	-	167	16,992	1,333	- 14,992	2,000	-750%
01-0015-1140	Legal Fees Recovered	-	-	-	-	-	-	0%
01-0015-1150	Recoveries from Staff Events	-	79	-	633	950	950	100%
01-0015-3738	Other recoveries	-	-	-	-	-	-	0%
	<b>Totals</b>	<b>40</b>	<b>259</b>	<b>17,371</b>	<b>2,073</b>	<b>- 14,261</b>	<b>3,110</b>	<b>-459%</b>

### 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	-	1,166.67	204	9,333	13,796	14,000	0%
01-0013-3195	Contribution from Insurance Contingency Working Reserve	-	833	-	6,667	10,000	10,000	0%
01-0013-3100	Contribution from Operating Carryforward Working Reserve	-	11,639	-	93,108	139,662	139,662	0%
	<b>Totals</b>	<b>-</b>	<b>13,639</b>	<b>204</b>	<b>109,108</b>	<b>163,458</b>	<b>163,662</b>	<b>0%</b>

### 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	16,339	17,699	140,561	141,596	71,832	212,393	34%
01-0010-4001	PT Wages	2,584	3,037	22,196	24,293	14,244	36,440	39%
01-0010-4002	OT Wages	-	-	-	-	-	-	0%
01-0010-4100	FT Benefits	2,537	3,009	26,614	24,068	9,489	36,103	26%
01-0010-4101	PT Benefits	176	267	1,510	2,133	1,689	3,199	53%
01-0010-4102	Manulife Benefits	1,782	1,765	14,260	14,121	6,922	21,181	33%
01-0010-4103	WSIB	418	481	4,610	3,852	1,168	5,777	20%

## Administration Financial Report - August 2015

### EXPENDITURES

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	-	177	551	1,415	1,572	2,123	74%
01-0010-4204	Water Protection	9	10	90	80	30	120	25%
01-0010-4302	Communication (phone, fax, intern)	21	55	63	437	719	655	110%
01-0010-4303	Professional Fees - Legal	621	2,383	6,431	19,067	22,169	28,600	78%
01-0010-4305	Professional Fees - Engineering &	-	2,250	14,031	18,000	12,968	27,000	48%
01-0010-4305	Events and Other	-	583	14,031	4,667	7,031	7,000	-100%
01-0010-4308	Mileage	270	42	467	333	33	500	7%
01-0010-4309	Professional Development	692	1,571	9,395	12,567	9,455	18,850	50%
01-0010-4311	Membership and Subscription Fees	-	709	8,490	5,673	20	8,510	0%
01-0010-4312	Employee Travel - Meals	-	33	110	267	290	400	73%
01-0010-4313	Employee Travel - Accom/Parking	430	83	831	667	169	1,000	17%
01-0010-4314	Employee Travel - Airfare	-	42	374	333	126	500	25%
01-0010-4315	Insurance	-	3,478	18,152	27,826	23,587	41,739	57%
01-0010-4316	Advertising	-	238	802	1,900	2,048	2,850	72%
01-0010-4317	Water Monitoring	2,054	417	3,697	3,333	1,303	5,000	26%
01-0010-4320	Contract Services	-	42		333	500	500	100%
01-0013-3185	Legal Contingency Working Reserve	-	417	5,000	3,333	-	5,000	0%
01-0013-3195	Insurance Contingency Working Reserve	-	417	5,000	3,333	-	5,000	0%
	<b>Totals</b>	<b>27,932</b>	<b>39,203</b>	<b>297,139</b>	<b>313,627</b>	<b>173,302</b>	<b>470,441</b>	<b>37%</b>

## Council Financial Report - August 2015

### 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	7,040	7,040	56,317	56,318	28,159	84,476	33%
01-0180-4101	PT Benefits	84	486	840	3,886	4,989	5,829	86%
01-0180-4102	Manulife Benefits	1,701	1,701	13,997	13,610	6,419	20,415	31%
01-0180-4200	Office Supplies & Equipment	-	6	122	50	- 47	75	-62%
01-0180-4308	Mileage	194	250	2,649	2,000	351	3,000	12%
01-0180-4309	Professional Development	-	384	4,117	3,073	493	4,610	11%
01-0180-4311	Membership and Subscription Fees	-	-	91	-	- 91	-	#DIV/0!
01-0180-4312	Employee Travel - Meals	-	33	234	267	166	400	41%
01-0180-4313	Employee Travel - Accom/Parking	48	417	4,377	3,333	623	5,000	12%
01-0180-4314	Employee Travel - Air Fare	-	42	-	333	500	500	100%
	<b>Totals</b>	<b>9,067</b>	<b>10,359</b>	<b>82,743</b>	<b>82,870</b>	<b>41,562</b>	<b>124,305</b>	<b>33%</b>

## Elections Financial Report - August 2015

### 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	-	1,000	1,500	1,500	100%
01-0120-4320	Contract Services	-	-	1,208	-	- 1,208		#DIV/0!
01-0013-3115	Contibution to Elections WR		1,167	14,000	9,333	-	14,000	0%
	<b>Totals</b>	-	<b>1,292</b>	<b>15,208</b>	<b>10,333</b>	<b>292</b>	<b>15,500</b>	<b>2%</b>

## Finance Financial Report - August 2015

### 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	480	450	4,560	3,600	840	5,400	16%
01-0015-1170	NSF Fees	80	67	400	533	400	800	50%
01-0015-1180	Invoice Administration Fee	125	250	725	2,000	2,275	3,000	76%
01-0015-1160	Advertising, Legal, and Realtax Fees	-	167	5,861	1,333	- 3,861	2,000	-193%
01-0015-3739	Other Recoveries	-	167	-	1,333	2,000	2,000	100%
01-0017-7780	Garbage bags	723	917	6,523	7,333	4,477	11,000	41%
	<b>Totals</b>	<b>1,408</b>	<b>2,017</b>	<b>18,070</b>	<b>16,133</b>	<b>6,130</b>	<b>24,200</b>	<b>25%</b>

### 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	20,919	18,434	150,285	147,476	70,929	221,214	32%
01-0100-4001	PT Wages	-	-	-	-	-	-	#DIV/0!
01-0100-4002	OT Wages	-	42	-	333	500	500	100%
01-0100-4100	FT Benefits	3,599	3,194	28,595	25,555	9,738	38,333	25%
01-0100-4102	Manulife Benefits	2,042	2,020	16,332	16,163	7,912	24,244	33%
01-0100-4103	WSIB Benefits	607	502	4,387	4,013	1,632	6,019	27%
01-0100-4199	Computer Software & Hardware Operational Upgrades/Support from IT Consultant	-	250	5,693	2,000	- 2,693	3,000	-90%
01-0100-4200	Office Supplies	2,894	667	7,141	5,333	859	8,000	11%
01-0100-4201	Hydro	-	436	3,664	3,487	1,565	5,230	30%
01-0100-4202	Heat	23	188	1,521	1,507	739	2,260	33%
01-0100-4215	Cleaning, Maintenance, Building Supplies	53	373	2,616	2,987	1,864	4,480	42%
01-0100-4216	Kitchen Supplies and Equipment	256	256	1,369	2,047	1,701	3,070	55%
01-0100-4222	Outdoor Maintenance of Building	-	125	741	1,000	759	1,500	51%
01-0100-4301	Postage	-	806	5,003	6,450	4,672	9,675	48%
01-0100-4302	Communication (phone, fax, intern)	374	383	3,097	3,067	1,503	4,600	33%
01-0100-4304	Professional Fees - Audit	-	1,167	12,537	9,333	1,463	14,000	10%

## Finance Financial Report - August 2015

### EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0100-4308	Mileage	-	57	11	453	669	680	98%
01-0100-4309	Professional Development	-	415	3,241	3,320	1,739	4,980	35%
01-0100-4311	Membership and Subscription Fees	-	173	1,956	1,380	114	2,070	5%
01-0100-4312	Employee Travel - Meals	-	17	25	133	175	200	88%
01-0100-4313	Employee Travel - Accomodations	-	33	5	267	395	400	99%
01-0100-4316	Advertising	-	667	7,682	5,333	318	8,000	4%
01-0100-4320	Contract Services	3,390	4,302	22,498	34,413	29,122	51,620	56%
01-0100-4322	Emergency Management	183	160	1,255	1,280	665	1,920	35%
01-0100-4323	Environmental Service - Garbage Bags	-	917	3,322	7,333	7,678	11,000	70%
01-0100-4500	Bank Service Charges	184	219	1,283	1,750	1,342	2,625	51%
01-0100-4503	Debt Interest Repayment	-	1,617	10,948	12,937	8,457	19,405	44%
01-0100-4600	Grants	50	2,715	32,625	21,717	- 50	32,575	0%
01-0012-1200	Principle Repayment	-	8,833	106,000	70,667	-	106,000	0%
	<b>Totals</b>	<b>34,574</b>	<b>48,967</b>	<b>433,832</b>	<b>391,734</b>	<b>153,768</b>	<b>587,601</b>	<b>26%</b>

## Building Financial Report - August 2015

### REVENUES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0015-3742	Building - Other Recoveries	-	-	3,000	-	- 3,000		#DIV/0!
01-0015-1192	Reproduction of Drawings Fees	-	21	50	167	200	250	80%
01-0017-7250	Residential Building Permits	14,988	16,667	201,516	133,333	- 1,516	200,000	-1%
	Institutional, Commercial & Industrial Building Permits	-	4,167	5,940	33,333	44,060	50,000	88%
	Farm Building Permits	-	200	416	1,600	1,984	2,400	83%
	Demolition Permit	360	50	810	400	- 210	600	-35%
	Septic System Permit	1,200	1,667	15,900	13,333	4,100	20,000	21%
01-0017-7210	Designated Structures Permit	-	67	1,500	533	- 700	800	-88%
	Tent or Marquee Permit	-	75	1,200	600	- 300	900	-33%
01-0017-7240	Deferral of Revocation of Permit	-	25	300	200	-	300	0%
	Reactivate Abandoned Permit	-	13	-	100	150	150	100%
	Transfer of Permit	-	-	-	-	-	-	#DIV/0!
	Revision to a Permit	600	250	2,850	2,000	150	3,000	5%
	Alternate Solution Application	-	58	-	467	700	700	100%
	Conditional Permits	-	-	-	-	-	-	#DIV/0!
01-0017-7290	Special Inspection Fee	-	25	900	200	- 600	300	-200%
	<b>Totals</b>	<b>17,148</b>	<b>23,283</b>	<b>234,382</b>	<b>186,267</b>	<b>45,018</b>	<b>279,400</b>	<b>16%</b>

### CONTRIBUTION FROM WORKING RESERVES

01-0013-3150	Contribution from Building Reserve Fund	-	7,021	-	49,145	84,248	84,248	100%
	<b>Totals</b>	<b>-</b>	<b>7,021</b>	<b>-</b>	<b>49,145</b>	<b>84,248</b>	<b>84,248</b>	<b>100%</b>

### 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	14,070	15,244	121,013	121,955	61,920	182,932	34%
01-0020-4001	PT Wages	128	183	1,046	1,467	1,154	2,200	52%
01-0020-4002	OT Wages	-	100	-	800	1,200	1,200	100%
01-0020-4100	FT Benefits	2,242	2,668	22,953	21,345	9,065	32,018	28%
01-0020-4101	PT Benefits	7	16	57	129	136	193	70%

## Building Financial Report - August 2015

### EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0020-4102	Manulife Benefits	1,807	1,755	14,459	14,043	6,606	21,065	31%
01-0020-4103	WSIB	444	447	3,835	3,578	1,531	5,366	29%
01-0020-4199	Computer Software & Hardware	-	83	1,505	667	505	1,000	-51%
01-0020-4200	Office Supplies	24	565	4,284	4,521	2,497	6,781	37%
01-0020-4201	Hydro	-	185	1,561	1,477	654	2,215	30%
01-0020-4202	Heat	18	117	1,141	940	269	1,410	19%
01-0020-4203	Fuel	-	680	-	5,437	8,155	8,155	100%
01-0020-4204	Water Protection	4	4	48	32	0	48	0%
01-0020-4208	Signage	-	8	-	67	100	100	100%
01-0020-4215	Cleaning, Maint & supplies for Bldg	22	155	1,373	1,240	488	1,860	26%
01-0020-4216	Kitchen Supplies and Equipment	110	157	639	1,260	1,251	1,890	66%
01-0020-4220	Vehicle Maintenance	586	158	3,544	1,267	1,644	1,900	-87%
01-0020-4222	Outdoor Maintenance of Building	-	25	317	200	17	300	-6%
01-0020-4301	Postage	-	346	2,146	2,767	2,005	4,150	48%
01-0020-4302	Communication(phone, fax, intern)	189	342	1,873	2,734	2,228	4,100	54%
01-0020-4303	Professional Fees-Legal	-	1,742	2,137	13,933	18,763	20,900	90%
01-0020-4304	Professional Fees - Audit	-	500	5,373	4,000	627	6,000	10%
01-0020-4305	Professional Fees - Engineering	-	167	539	1,333	1,461	2,000	73%
01-0020-4308	Mileage	-	8	363	67	263	100	-263%
01-0020-4309	Professional Development	-	661	4,783	5,290	3,152	7,935	40%
01-0020-4311	Membership and Subscription Fees	-	255	2,470	2,040	590	3,060	19%
01-0020-4312	Employee Travel - Meals	-	42	620	333	120	500	-24%
01-0020-4313	Employee Travel - Accomodations	-	242	1,130	1,933	1,770	2,900	61%
01-0020-4315	Insurance	-	1,337	9,616	10,697	6,429	16,045	40%
01-0020-4316	Advertising	-	63	80	500	670	750	89%
01-0020-4318	Vehicle Plates	-	24	-	189	283	283	100%
01-0020-4320	Contract Services	1,752	1,843	12,098	14,747	10,022	22,120	45%
01-0020-4321	Clothing, Safety Allowance	-	58	135	467	565	700	81%
01-0020-4322	Emergency Management	78	68	538	543	277	815	34%
01-0020-4500	Service Charges	79	55	385	437	270	655	41%
	<b>Totals</b>	<b>21,561</b>	<b>30,304</b>	<b>222,060</b>	<b>242,432</b>	<b>141,588</b>	<b>363,648</b>	<b>39%</b>

## Source Water Protection Financial Report - August 2015

### 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	-	1,250	15,000	10,000	-	15,000	0%
	<b>Totals</b>	-	<b>1,250</b>	<b>15,000</b>	<b>10,000</b>	-	<b>15,000</b>	<b>0%</b>

### 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	-	14,125	24,215	24,215	100%
	<b>Totals</b>	-	<b>2,018</b>	-	<b>14,125</b>	<b>24,215</b>	<b>24,215</b>	<b>100%</b>

### 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	-	8,135	12,202	12,202	100%
01-0160-4207	Public Education Costs	1,357	773	2,587	6,182	6,686	9,272	72%
01-0160-4305	Professional Fees	-	1,478	-	11,827	17,740	17,740	100%
	<b>Totals</b>	<b>1,357</b>	<b>3,268</b>	<b>2,587</b>	<b>26,143</b>	<b>36,628</b>	<b>39,215</b>	<b>93%</b>

## Planning Financial Report - August 2015

### 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	18,677	3,083	32,465	24,667	4,535	37,000	12%
01-0015-1191	Advertising Fees Recovered	-	250	292	2,000	2,708	3,000	90%
01-0015-3240	Zoning Compliance Letter	225	167	1,200	1,333	800	2,000	40%
01-0015-1200	Minor Variance Application	-	458	5,200	3,667	300	5,500	5%
01-0015-1205	Agreements	-	-	-	-	-	-	100%
01-0015-1210	Part Lot Control Exemption By-law	-	-	-	-	-	-	#DIV/0!
01-0015-1220	Site Plan Control	-	500	4,000	4,000	2,000	6,000	33%
01-0015-1230	Zoning By-law Amendment	2,000	833	12,000	6,667	- 2,000	10,000	-20%
01-0017-7760	Zoning By-law #19/85	-	-	-	-	-	-	#DIV/0!
01-0015-1240	Zoning By-law Amendment - Aggregate Applications	-	-	-	-	-	-	#DIV/0!
01-0015-4100	Business Retention and Expansion Municipal Implementation Fund	-	1,042	35,000	8,333	- 22,500	12,500	-180%
	<b>Totals</b>	<b>20,902</b>	<b>6,333</b>	<b>90,157</b>	<b>50,667</b>	<b>- 14,157</b>	<b>76,000</b>	<b>-19%</b>

### 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	3,738	4,050	31,995	32,403	16,611	48,605	34%
01-0130-4002	OT Wages	-	50	-	400	600	600	100%
01-0130-4100	FT Benefits	709	708	6,081	5,665	2,417	8,498	28%
01-0130-4102	Manulife Benefits	488	480	3,859	3,842	1,904	5,763	33%
01-00130-4103	WSIB	-	118	-	945	1,417	1,417	100%
01-0130-4200	Office Supplies	-	21	28	167	222	250	89%
01-0130-4208	Signage	-	21	21	167	229	250	92%
01-0130-4215	Cleaning, Maintenance & Supplies for Building	-	-	-	-	-	-	#DIV/0!
01-0130-4302	Communication (phone, fax, Internet)	-	2	46	17	- 21	25	-85%
01-0130-4303	Professional Fees - Legal	-	417	7,983	3,333	- 2,983	5,000	-60%
01-0130-4305	Professional Fees - Engineering & Environmental	5,485	3,750	33,817	30,000	11,183	45,000	25%

## Planning Financial Report - August 2015

### EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0130-4308	Mileage	-	21	302	167	- 52	250	-21%
01-0130-4309	Professional Development	-	250	2,912	2,000	88	3,000	3%
01-0130-4311	Membership and Subscription Fees	-	38	-	300	450	450	100%
01-0130-4312	Employee Travel - Meals	-	8	-	67	100	100	100%
01-0130-4313	Employee Travel - Accomodations	-	29	-	233	350	350	100%
01-0130-4316	Advertising	832	333	3,654	2,667	346	4,000	9%
01-0130-4317	Professional Fees - Water Monitoring	-	184	336	1,470	1,870	2,205	85%
01-0130-4320	Contract Services	-	292	570	2,333	2,930	3,500	84%
	<b>Totals</b>	<b>11,252</b>	<b>10,772</b>	<b>91,604</b>	<b>86,176</b>	<b>37,659</b>	<b>129,264</b>	<b>29%</b>

## By-law Financial Report - August 2015

### 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	-	17	446	133	- 246	200	-123%
01-0017-7220	Dog Tags and Kennel Licences	125	1,000	11,350	8,000	650	12,000	5%
01-0015-1260	Fence Viewer's Application	-	-	-	-	-	-	#DIV/0!
01-0017-7270	Septic Compliance Letter	-	83	450	667	550	1,000	55%
01-0017-7280	Special Occasion Permit Letters	-	13	100	100	50	150	33%
	Pool Enclosure Permit	700	233	3,500	1,867	- 700	2,800	-25%
	Inspection Permit - LCBO	-	17	-	133	200	200	100%
01-0017-7230	Municipal addressing signs	120	67	940	533	- 140	800	-18%
01-0015-5240	Ontario Wildlife Damage Compensation	-	125	1,089	1,000	411	1,500	27%
01-0017-7410	Guelph Humane Society Fees	849	150	1,454	1,200	346	1,800	19%
01-0015-1250	Mobile Food Service	-	-	-	-	-	-	100%
01-0015-1270	Engineering, Environmental and Legal Fees Recovered	647	833	7,232	6,667	2,768	10,000	28%
01-0015-1280	Site Alteration Agreement Revenues	1,200	167	3,090	1,333	- 1,090	2,000	-55%
01-0015-3744	By-law - Other Recoveries	275	-	275	-	- 275		#DIV/0!
	<b>Totals</b>	<b>3,916</b>	<b>2,704</b>	<b>29,926</b>	<b>21,633</b>	<b>2,525</b>	<b>32,450</b>	<b>8%</b>

### 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	2,066	2,238	18,019	17,905	8,839	26,857	33%
01-0140-4001	Per Diems	193	167	1,354	1,333	646	2,000	32%
01-0140-4002	OT Wages	-	-	-	-	-	-	#DIV/0!
01-0140-4100	FT Benefits	372	399	3,254	3,193	1,535	4,789	32%
01-0140-4102	Manulife Benefits	306	300	2,451	2,397	1,144	3,595	32%
01-0140-4103	WSIB	60	64	527	516	246	773	32%
01-0140-4200	Office Supplies	-	21	1	167	249	250	99%
01-0140-4208	Signage	61	108	407	867	893	1,300	69%
01-0140-4303	Professional Fees - Legal	30,000	1,250	40,702	10,000	- 25,702	15,000	-171%

## By-law Financial Report - August 2015

### EXPENDITURES

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	3,562	1,479	16,318	11,833	1,432	17,750	8%
01-0140-4308	Mileage	57	38	315	300	135	450	30%
01-0140-4309	Professional Development	-	100	-	800	1,200	1,200	100%
01-0140-4311	Membership and Subscription Fees	-	52	180	413	440	620	71%
01-0140-4312	Employee Travel - Meals	-	4	-	33	50	50	100%
01-0140-4313	Employee Travel - Accomodations	-	21	-	167	250	250	100%
01-0140-4316	Advertising	-	83	-	667	1,000	1,000	100%
01-0140-4319	Permits	-	17	207	133	7	200	-4%
01-0140-4320	Contract Services	2,443	403	3,127	3,227	1,713	4,840	35%
01-0140-4324	Livestock Loss	-	167	1,059	1,333	941	2,000	47%
	<b>Totals</b>	<b>39,120</b>	<b>6,910</b>	<b>87,921</b>	<b>55,283</b>	<b>- 4,996</b>	<b>82,925</b>	<b>-6%</b>

## Public Works Financial Report - August 2015

### 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	450	188	2,475	1,500	- 225	2,250	-10%
01-0015-3740	Roads Other Recoveries	-	65	999	520	- 219	780	-28%
01-0015-2000	Third Party Cost Recovery	-	-	-	-	-	-	#DIV/0!
01-0015-2100	Third Party Cost Recovery Administration Fee	-	-	-	-	-	-	#DIV/0!
	<b>Totals</b>	<b>450</b>	<b>253</b>	<b>3,474</b>	<b>2,020</b>	<b>- 444</b>	<b>3,030</b>	<b>-15%</b>

### 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	-	<b>7,083</b>	-	<b>49,583</b>	85,000	85,000	100%
	<b>Totals</b>	<b>-</b>	<b>7,083</b>	<b>-</b>	<b>49,583</b>	<b>85,000</b>	<b>85,000</b>	<b>100%</b>

### 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	26,653	31,041	235,218	248,328	137,274	372,492	37%
01-0030-4001	PT/Seasonal Wages	-	1,503	31,835	12,027	- 13,794	18,041	-76%
01-0030-4002	OT Wages	225	2,725	23,173	21,800	9,527	32,700	29%
01-0030-4100	FT Benefits	4,590	5,276	45,342	42,208	17,970	63,312	28%
01-0030-4101	PT/Seasonal Benefits	-	132	2,767	1,056	- 1,183	1,584	-75%
01-0030-4102	Manulife Benefits	3,834	3,800	30,669	30,396	14,926	45,595	33%
01-0030-4103	WSIB	788	909	8,592	7,268	2,311	10,903	21%
01-0030-4200	Office Supplies	-	42	156	333	344	500	69%
01-0030-4201	Hydro	519	467	4,672	3,734	928	5,600	17%
01-0030-4202	Heat	-	470	3,619	3,760	2,021	5,640	36%
01-0030-4203	Fuel	5,554	7,025	64,250	56,196	20,045	84,295	24%
01-0030-4205	Equipment Maintenance & Supplies	72	171	445	1,367	1,606	2,050	78%

## Public Works Financial Report - August 2015

### EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0030-4208	Signage	273	833	1,536	6,667	8,464	10,000	85%
01-0030-4209	Pavement Markings	-	2,467	-	19,733	29,600	29,600	100%
01-0030-4210	Railway Maintenance	4,403	6,667	4,403	53,333	75,597	80,000	94%
01-0030-4212	Maintenance Gravel	-	6,667	69,920	53,333	10,080	80,000	13%
01-0030-4213	Calcium	-	3,675	51,612	29,400	7,512	44,100	-17%
01-0030-4214	Winter Maintenance	-	15,250	138,686	122,000	44,314	183,000	24%
01-0030-4217	Waste Removal	-	125	-	1,000	1,500	1,500	100%
01-0030-4218	Shop Overhead	-	1,083	3,890	8,667	9,110	13,000	70%
01-0030-4219	Road Maintenance supplies	5,230	3,117	18,416	24,933	18,984	37,400	51%
01-0030-4220	Vehicle Maintenance	448	3,833	19,300	30,667	26,700	46,000	58%
01-0030-4221	Speed Monitor	-	42	-	333	500	500	100%
01-0030-4224	Sidewalk Repairs	-	417	-	3,333	5,000	5,000	100%
01-0030-4302	Communication(phone, fax, intern)	122	213	1,351	1,705	1,206	2,557	47%
01-0030-4305	Professional Fees - Engineering	-	167	1,473	1,333	527	2,000	26%
01-0030-4308	Mileage	-	8	81	67	19	100	19%
01-0030-4309	Professional Development	-	118	991	947	429	1,420	30%
01-0030-4311	Membership and Subscription Fees	-	67	787	533	13	800	2%
01-0030-4312	Employee Travel - Meals	-	8	85	67	15	100	15%
01-0030-4315	Insurance	-	7,417	9,422	59,337	79,585	89,006	89%
01-0030-4316	Advertising	-	63	-	500	750	750	100%
01-0030-4318	Vehicle Plates	-	564	15	4,515	6,757	6,772	100%
01-0030-4319	Permits	-	83	-	667	1,000	1,000	100%
01-0030-4320	Contract Services	1,385	3,267	8,600	26,133	30,600	39,200	78%
01-0030-4321	Clothing, Safety Allowance	-	63	142	500	608	750	81%
01-0030-4326	Bridge Inspections	-	833	4,110	6,667	5,890	10,000	59%
01-0030-4400	Street Lights: Repairs and Hydro Bills	4,363	3,863	30,764	30,900	15,586	46,350	34%
	<b>Totals</b>	<b>58,459</b>	<b>114,468</b>	<b>816,321</b>	<b>915,744</b>	<b>557,295</b>	<b>1,373,617</b>	<b>41%</b>

## Parks Financial Report - August 2015

### 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	-	-	-	-	-	-	#DIV/0!
01-0015-2300	Picnic Shelter	150	8	450	67	- 350	100	-350%
01-0015-2400	Aberfoyle/Morrison Ball Park/ Morrison Meadows	1,002	83	1,022	667	- 22	1,000	-2%
01-0015-2500	Sports Facility User Fees	15	980	13,195	7,843	- 1,430	11,765	-12%
	<b>Totals</b>	<b>1,167</b>	<b>1,072</b>	<b>14,667</b>	<b>8,577</b>	<b>- 1,802</b>	<b>12,865</b>	<b>-14%</b>

### 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	6,077	16,662	18,915	24,992	76%
01-0110-4001	PT Wages - Parks	583	510	3,059	4,080	3,061	6,120	50%
01-0110-4002	OT Wages - Parks	-	-	-	-	-	-	#DIV/0!
01-0110-4100	FT Benefits - Parks	-	198	550	1,586	1,828	2,379	77%
01-0110-4101	PT Benefits - Parks	30	45	130	358	407	537	76%
01-0110-4103	WSIB	17	75	263	597	633	896	71%
01-0110-4203	Fuel	-	183	-	1,467	2,200	2,200	100%
01-0110-4204	Water Protection	-	167	65	1,333	1,935	2,000	97%
01-0110-4205	Equipment Maintenance and Supplies	1,045	375	2,200	3,000	2,300	4,500	51%
01-0110-4220	Vehicle Maintenance	-	42	-	333	500	500	100%
01-0110-4222	Outdoor Maintenance	934	833	5,569	6,667	4,431	10,000	44%
01-0110-4308	Mileage	-	42	-	333	500	500	100%
01-0110-4316	Advertising	-	13	-	100	150	150	100%
01-0110-4320	Contract Services	2,505	1,725	11,561	13,800	9,139	20,700	44%
	<b>Totals</b>	<b>5,114</b>	<b>6,290</b>	<b>29,474</b>	<b>50,316</b>	<b>46,000</b>	<b>75,474</b>	<b>61%</b>

## ORC Financial Report - August 2015

### 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	-	3,167	34,103	25,333	3,897	38,000	10%
01-0015-2700	Ice Rental - Non-Prime	-	167	1,613	1,333	387	2,000	19%
01-0015-2800	Arena Summer Rentals	412	1,833	10,496	14,667	11,504	22,000	52%
01-0015-2900	Gymnasium Rental	1,158	1,000	9,985	8,000	2,015	12,000	17%
01-0015-3000	Rink Board and Ball Diamond Advertising	-	29	1,050	233	700	350	-200%
01-0015-3100	ORC Drink Machine	146	108	710	867	590	1,300	45%
01-0015-3735	Other Recoveries	-	42	-	333	500	500	100%
	<b>Totals</b>	<b>892</b>	<b>6,346</b>	<b>57,957</b>	<b>50,767</b>	<b>18,193</b>	<b>76,150</b>	<b>24%</b>

### 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	4,326	4,687	37,219	37,496	19,024	56,244	34%
01-0080-4001	PT Wages - ORC	1,658	2,126	16,268	17,004	9,239	25,507	36%
01-0080-4002	OT Wages - ORC	142	100	771	800	429	1,200	36%
01-0080-4100	FT Benefits - ORC	801	830	6,905	6,638	3,051	9,956	31%
01-0080-4101	PT Benefits - ORC	50	187	743	1,493	1,497	2,239	67%
01-0080-4102	Manulife Benefits	621	612	4,910	4,897	2,436	7,346	33%
01-0080-4103	WSIB	178	199	1,597	1,593	792	2,389	33%
01-0080-4200	Office Supplies	-	25	106	200	194	300	65%
01-0080-4201	Hydro	1,152	1,827	18,701	14,620	3,228	21,930	15%
01-0080-4202	Heat	124	475	4,063	3,803	1,642	5,705	29%
01-0080-4203	Fuel	-	255	1,546	2,040	1,514	3,060	49%
01-0080-4204	Water Protection	15	67	246	533	554	800	69%
01-0080-4205	Equipment Maintenance & Supplies	142	1,083	1,134	8,667	11,866	13,000	91%
01-0080-4208	Signage	-	17	-	133	200	200	100%
01-0080-4215	Bldg-Cleaning, Maint,Supplies Interior	612	833	4,716	6,667	5,284	10,000	53%
01-0080-4216	Drink Machine Supplies	229	42	533	333	33	500	-7%
01-0080-4217	Waste Removal	60	50	296	400	304	600	51%
01-0080-4222	Bldg-Cleaning, Maint,Supplies Exterior	806	833	1,976	6,667	8,024	10,000	80%
01-0080-4302	Communication(phone, fax, intern)	70	195	1,399	1,560	941	2,340	40%

## ORC Financial Report - August 2015

### EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0080-4305	Professional Fees - Engineering	-	583	230	4,667	6,770	7,000	97%
01-0080-4308	Mileage	-	42	-	333	500	500	100%
01-0080-4309	Professional Development	-	125	-	1,000	1,500	1,500	100%
01-0080-4311	Membership and Subscription Fees	-	13	137	100	13	150	8%
01-0080-4312	Employee Travel - Meals	-	13	-	100	150	150	100%
01-0080-4315	Insurance	-	1,287	7,358	10,296	8,087	15,445	52%
01-0080-4316	Advertising	-	42	-	333	500	500	100%
01-0080-4320	Contract Services	-	29	-	233	350	350	100%
01-0080-4321	Clothing Safety Allowance	-	13	102	100	48	150	32%
	<b>Totals</b>	<b>10,986</b>	<b>16,588</b>	<b>110,956</b>	<b>132,707</b>	<b>88,105</b>	<b>199,060</b>	<b>44%</b>

## PCC Financial Report - August 2015

### 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	1,437	1,342	13,766	10,733	2,334	16,100	14%
01-0015-3115	Archie MacRobbie Hall - Non-Prime	3,440	642	8,324	5,133	- 624	7,700	-8%
01-0015-3130	Alf Hales Room	50	358	2,872	2,867	1,428	4,300	33%
01-0015-3160	Licensed Events Using Patio	-	50	110	400	490	600	82%
01-0015-3170	Commercial Rentals	-	63	750	500	-	750	0%
01-0015-3180	Bartenders	460	733	4,797	5,867	4,003	8,800	45%
01-0015-3190	Pop, Glasses, & Ice	-	233	919	1,867	1,881	2,800	67%
01-0015-3200	Kitchen Facilities	105	283	1,285	2,267	2,115	3,400	62%
01-0015-3220	Advertising Sign	-	17	189	133	11	200	6%
01-0015-3736	Other Recoveries	-	100	399	800	801	1,200	67%
01-0015-5250	Recreation Conditional Grants	-	431	-	3,445	5,167	5,167	100%
	<b>Totals</b>	<b>5,492</b>	<b>4,251</b>	<b>33,412</b>	<b>34,011</b>	<b>17,605</b>	<b>51,017</b>	<b>35%</b>

### 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	3,196	4,101	28,774	32,809	20,439	49,213	42%
01-0070-4001	PT Wages - Recreation	2,905	2,917	22,465	23,333	12,535	35,000	36%
01-0070-4002	OT Wages - Recreation	-	34	277	273	133	410	32%
01-0070-4100	FT Benefits - Recreation	283	395	2,560	3,162	2,183	4,742	46%
01-0070-4101	PT Benefits - Recreation	74	256	586	2,049	2,487	3,073	81%
01-0070-4102	Manulife Benefits - Recreation	903	897	7,223	7,174	3,537	10,761	33%
01-0070-4103	WSIB	174	203	1,540	1,625	897	2,437	37%
01-0070-4200	Office Supplies	-	25	96	200	204	300	68%
01-0070-4201	Hydro	2,188	1,843	13,680	14,747	8,440	22,120	38%
01-0070-4202	Heat	71	273	2,601	2,180	669	3,270	20%
01-0070-4203	Fuel	-	42	-	333	500	500	100%
01-0070-4204	Water Protection	62	425	1,703	3,400	3,397	5,100	67%
01-0070-4215	Bldg-Cleaning, Maint,Supplies Interior	2,508	1,667	7,585	13,333	12,415	20,000	62%
01-0070-4216	Kitchen Supplies and Equipment	270	417	2,083	3,333	2,917	5,000	58%
01-0070-4217	Waste Removal	406	200	1,349	1,600	1,051	2,400	44%

## PCC Financial Report - August 2015

### EXPENDITURES

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0070-4222	Outdoor Maintenance of Building	-	267	582	2,133	2,618	3,200	82%
01-0070-4302	Communication(phone, fax, intern)	195	250	2,005	2,000	995	3,000	33%
01-0070-4308	Mileage	-	21	296	167	- 46	250	-18%
01-0070-4309	Professional Development	751	63	751	500	- 1	750	0%
01-0070-4311	Membership and Subscription Fees	-	19	224	150	1	225	1%
01-0070-4312	Employee Travel - Meals	-	13	38	100	112	150	74%
01-0070-4313	Employee Travel - Accomodations	-	38	299	300	151	450	34%
01-0070-4315	Insurance	-	1,439	10,112	11,512	7,156	17,267	41%
01-0070-4316	Advertising	-	292	376	2,333	3,124	3,500	89%
01-0070-4320	Contract Services	-	421	671	3,367	4,379	5,050	87%
	<b>Totals</b>	<b>13,985</b>	<b>16,514</b>	<b>107,876</b>	<b>132,113</b>	<b>90,293</b>	<b>198,169</b>	<b>46%</b>

## Fire and Rescue Financial Report - August 2015

### 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	-	467	700	700	100%
01-0015-3230	Open Burning Permit and Inspection	380	625	10,280	5,000	- 2,780	7,500	-37%
01-0015-3235	Burning Permit Violations	-	171	3,280	1,367	- 1,230	2,050	-60%
01-0015-3245	Fire Extinguisher Training	-	8	-	60	90	90	100%
01-0015-3260	Fireworks Permits	-	33	300	267	100	400	25%
01-0015-3210	Information/Fire Reports	-	38	75	300	375	450	83%
01-0015-3215	Other Recoveries	-	208	5,824	1,667	- 3,324	2,500	-133%
01-0015-3270	Occupancy Load	-	17	-	133	200	200	100%
01-0015-3280	Fire Safety Plan Review	-	30	720	240	- 360	360	-100%
01-0015-3290	Post Fire Watch	-	34	-	273	410	410	100%
01-0015-3300	Boarding up or Barricading	-	-	-	-	-	-	#DIV/0!
01-0015-3320	Key Boxes	-	8	100	67	-	100	0%
01-0015-3330	Inspections	-	17	100	133	100	200	50%
01-0015-3340	Motor Vehicle Emergency Responses	4,510	4,783	52,536	38,267	4,864	57,400	8%
01-0015-3350	Fire Alarm False Alarm Calls	-	34	410	273	-	410	0%
01-0015-3743	Fire Donations	-	-	700	-	- 700		#DIV/0!
	<b>Totals</b>	<b>4,890</b>	<b>6,064</b>	<b>74,325</b>	<b>48,513</b>	<b>- 1,555</b>	<b>72,770</b>	<b>-2%</b>

### 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	17,941	29,070	204,293	232,560	144,547	348,840	41%
01-0040-4101	PT Benefits - Fire Dept	892	2,552	9,855	20,419	20,774	30,628	68%
01-0040-4102	Group Benefits	723	1,225	12,990	9,800	1,710	14,700	12%
01-0040-4103	WSIB	838	859	6,707	6,871	3,599	10,306	35%
01-0040-4200	Office Supplies	-	392	4,682	3,134	18	4,700	0%
01-0040-4201	Hydro	-	404	4,164	3,230	681	4,845	14%
01-0040-4202	Heat	18	80	1,177	637	- 222	955	-23%
01-0040-4203	Fuel	-	922	-	7,377	11,065	11,065	100%
01-0040-4204	Water Protection	13	13	121	107	39	160	24%
01-0040-4205	Equipment Maintenance & Supplies	56	1,508	21,564	12,067	- 3,464	18,100	-19%

## Fire and Rescue Financial Report - August 2015

Account	Description	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	\$ Budget Remaining	Total 2015 Budget	% Budget Remaining
01-0040-4206	Oxygen & Medical Supplies	1,113	258	3,325	2,067	- 225	3,100	-7%
01-0040-4207	Public Education	497	317	3,955	2,533	- 155	3,800	-4%
01-0040-4215	Cleaning, Maint & supplies for Bldg	11,466	842	15,727	6,733	- 5,627	10,100	-56%
01-0040-4216	Kitchen Supplies and Equipment	-	100	159	800	1,041	1,200	87%
01-0040-4217	Waste Removal	-	33	183	267	217	400	54%
01-0040-4220	Vehicle Maintenance	2,773	2,083	19,404	16,667	5,596	25,000	22%
01-0040-4302	Communication(phone, fax, intern)	1,859	1,058	6,631	8,467	6,069	12,700	48%
01-0040-4308	Mileage	129	625	4,268	5,000	3,232	7,500	43%
01-0040-4309	Professional Development	550	1,583	12,871	12,667	6,129	19,000	32%
01-0040-4311	Membership and Subscription Fees	-	230	2,795	1,837	- 39	2,756	-1%
01-0040-4312	Employee Travel - Meals	-	58	389	467	311	700	44%
01-0040-4313	Employee Travel - Accomodations	-	200	2,439	1,600	- 39	2,400	-2%
01-0040-4315	Insurance	-	1,084	18,366	8,673	- 5,356	13,010	-41%
01-0040-4316	Advertising	-	104	-	833	1,250	1,250	100%
01-0040-4319	Permits	-	44	471	350	54	525	10%
01-0040-4320	Contract Services	806	2,133	16,392	17,067	9,208	25,600	36%
01-0040-4321	Clothing, Safety Allowance	-	2,562	10,583	20,493	20,157	30,740	66%
	<b>Totals</b>	<b>39,672</b>	<b>50,340</b>	<b>383,511</b>	<b>402,720</b>	<b>220,570</b>	<b>604,081</b>	<b>37%</b>

## Library Financial Report - August 2015

### 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	-	1,373	2,060	2,060	100%
	<b>Totals</b>	-	<b>172</b>	-	<b>1,373</b>	<b>2,060</b>	<b>2,060</b>	<b>100%</b>

### 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	2,423	3,007	2,087	4,510	46%
01-0010-4223	Library Water Monitoring	31	146	1,049	1,167	701	1,750	40%
	<b>Totals</b>	<b>31</b>	<b>522</b>	<b>3,472</b>	<b>4,173</b>	<b>2,788</b>	<b>6,260</b>	<b>45%</b>

## Badenoch Financial Report - August 2015

### 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	-	1	10	7	-	10	0%
	<b>Totals</b>	-	1	10	7	-	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	-	3,500	5,250	5,250	100%
01-0150-4204	Water Protection	-	5	31	43	34	65	53%
01-0150-4320	Contract Services	-	13	-	100	150	150	100%
01-0150-4325	Badenoch Comm Ctr Grant	-	83	1,000	667	-	1,000	0%
	<b>Totals</b>	-	539	1,031	4,310	5,434	6,465	84%

## Committees Financial Report - August 2015

### 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	1,567	2,787	2,613	4,180	63%
01-0075-4309	Professional Development	-	83	-	667	1,000	1,000	100%
	<b>Totals</b>	-	<b>432</b>	<b>1,567</b>	<b>3,453</b>	<b>3,613</b>	<b>5,180</b>	<b>70%</b>

#### Heritage Committee

01-0050-4001	Per Diems	-	149	-	1,193	1,790	1,790	100%
01-0050-4200	Office Supplies & Equipment	-	21	33	167	217	250	87%
01-0050-4308	Mileage	-	4	-	33	50	50	100%
01-0050-4309	Professional Development	-	83	-	667	1,000	1,000	100%
	<b>Totals</b>	-	<b>258</b>	<b>33</b>	<b>2,060</b>	<b>3,057</b>	<b>3,090</b>	<b>99%</b>

#### Planning and Development Advisory Committee

01-0060-4001	Per Diems	-	348	-	2,787	4,180	4,180	100%
01-0060-4308	Mileage	-	13	-	100	150	150	100%
01-0060-4309	Professional Development	-	208	-	1,667	2,500	2,500	100%
	<b>Totals</b>	-	<b>569</b>	-	<b>4,553</b>	<b>6,830</b>	<b>6,830</b>	<b>100%</b>

## Revenues Financial Report - August 2015

### 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	56,610	84,757	559,686	678,058	457,401	1,017,086	45%
Administration	40	259	17,371	2,073	- 14,261	3,110	-459%
Elections	-	-	-	-	-	-	#DIV/0!
Finance	1,408	2,017	18,070	16,133	6,130	24,200	25%
Building	17,148	23,283	234,382	186,267	45,018	279,400	16%
Source Water Protection	-	1,250	15,000	10,000	-	15,000	0%
Planning & Development	20,902	6,333	90,157	50,667	- 14,157	76,000	-19%
By-law	3,916	2,704	29,926	21,633	2,525	32,450	8%
Public Works	450	253	3,474	2,020	- 444	3,030	-15%
Parks	1,167	1,072	14,667	8,577	- 1,802	12,865	-14%
Optimist Recreation Centre	892	6,346	57,957	50,767	18,193	76,150	24%
Puslinch Community Centre	5,492	4,251	33,412	34,011	17,605	51,017	35%
Fire and Rescue	4,890	6,064	74,325	48,513	- 1,555	72,770	-2%
Library	-	172	-	1,373	2,060	2,060	100%
Badenoch	-	1	10	7	-	10	0%
Committee	-	-	-	-	-	-	#DIV/0!
<b>Totals</b>	<b>112,915</b>	<b>138,762</b>	<b>1,148,437</b>	<b>1,110,099</b>	<b>516,712</b>	<b>1,665,148</b>	<b>31%</b>

### 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	204	109,108	163,458	163,662	100%
Building Surplus Reserve Fund	-	7,021	-	49,145	84,248	84,248	100%
Source Water Protection	-	2,018	-	14,125	24,215	24,215	100%
Public Works	-	7,083	-	49,583	85,000	85,000	100%
<b>Totals</b>	<b>-</b>	<b>29,760</b>	<b>204</b>	<b>221,961</b>	<b>356,921</b>	<b>357,125</b>	<b>100%</b>

## Expenses Financial Report - August 2015

<b>Department</b>	<b>Curr Mnth Actual Operating Expenditures</b>	<b>Curr Mnth Budget Operating Expenditures</b>	<b>YTD Actual Operating Expenditures</b>	<b>YTD Budget Operating Expenditures</b>	<b>\$ Budget Remaining</b>	<b>Total 2015 Budget</b>	<b>% Budget Remaining</b>
Corporate	1,587	30,688	99,058	245,500	269,192	368,250	73%
Administration	27,932	39,203	297,139	313,627	173,302	470,441	37%
Council	9,067	10,359	82,743	82,870	41,562	124,305	33%
Elections	-	1,292	15,208	10,333	292	15,500	2%
Finance	34,574	48,967	433,832	391,734	153,768	587,601	26%
Building	21,561	30,304	222,060	242,432	141,588	363,648	39%
Source Water Protection	1,357	3,268	2,587	26,143	36,628	39,215	93%
Planning & Development	11,252	10,772	91,604	86,176	37,659	129,264	29%
By-law	39,120	6,910	87,921	55,283	- 4,996	82,925	-6%
Public Works	58,459	114,468	816,321	915,744	557,295	1,373,617	41%
Parks	5,114	6,290	29,474	50,316	46,000	75,474	61%
Optimist Recreation Centre	10,986	16,588	110,956	132,707	88,105	199,060	44%
Puslinch Community Centre	13,985	16,514	107,876	132,113	90,293	198,169	46%
Fire and Rescue	39,672	50,340	383,511	402,720	220,570	604,081	37%
Library	31	522	3,472	4,173	2,788	6,260	45%
Badenoch	-	539	1,031	4,310	5,434	6,465	84%
Committee	-	1,258	1,600	10,067	13,500	15,100	89%
<b>Totals</b>	<b>274,698</b>	<b>388,281</b>	<b>2,786,394</b>	<b>3,106,250</b>	<b>1,872,981</b>	<b>4,659,375</b>	<b>40%</b>

8.2(b)



RESOLUTION  
MUNICIPAL COUNCIL  
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

2015-

Date: October 7, 2015

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

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

Year	Application #	Roll #	Write Off Amount
2013	10/15	7-09950	\$ 549.68
2014	11/15	7-09950	\$ 616.96
2015	12/15	7-09950	\$ 658.90
2015	05/15	6-06300	\$ 18.20
2015	09/15	6-06300	\$ 1,390.51

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Bulmer				
Councillor Roth				
Mayor Lever				
Councillor Stokley				
Councillor Fielding				
<b>TOTAL</b>				

MAYOR: \_\_\_\_\_

CARRIED	LOST
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## **REPORT ADM-2015-015**

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**TO:** Mayor and Members of Council

**FROM:** Karen Landry, CAO/Clerk

**MEETING DATE:** October 7, 2015

**SUBJECT:** Revised 2015-2016 Council/Budget Meeting Schedule

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### **RECOMMENDATIONS**

That Report ADM-2015-015 regarding the Revised 2015-2016 Council/Budget Meeting Schedule, be received; and

That Council adopt the Revised 2015-2016 Council/Budget Meeting Schedule, attached as Appendix "A" to Report ADM-2015-015; and

That the revised schedule be circulated to the County of Wellington; and

That the Township's website be updated to reflect the changes.

### **DISCUSSION**

#### **Community Based Strategic Plan**

The Township is currently developing a Community Based Strategic Plan (CBSP). As part of this process, two public consultation sessions were held on September 9<sup>th</sup> and 10<sup>th</sup>. At these sessions, a request was made to provide the public with an opportunity to review and comment on the draft CBSP prior to it being presented to Council for consideration.

As a result, staff recommends that the public be provided with an opportunity to review and comment on the draft CBSP at a public meeting to be held on November 19, 2015. Final consideration of the CBSP will occur at the January 20, 2016 Council meeting.

#### **2016 Operating and Capital Budget and CBSP**

Further, as Council is aware, the Township is currently completing a Community Improvement Plan and a Master Fire Plan. The CBSP is the umbrella plan with the Parks and Recreation Master Plan, Community Improvement Plan and Fire Master Plan feeding into the CBSP.

The Parks and Recreation Master Plan is complete. It is anticipated that the Community Improvement Plan will be presented to Council for adoption at its meeting to be held on December 16, 2015 with the statutory public meeting held on November 5, 2015. It is anticipated that the Master Fire Plan will be presented to Council on or before its November 18, 2015 meeting.

Based on the anticipated timing for the completion of the CBSP and the supplementary plans, staff recommends the following adjustments be made to the 2016 Operating and Capital Budget schedule. The purpose of revising the budget schedule is to provide the overall strategic vision for the Township prior to approving the budget.

<b>Current</b>		<b>Proposed</b>	
September 30	Capital	September 30	Capital
October 14	Operating	October 14	Operating
October 28	Operating/Capital	October 28	Cancelled
November 19	Public Information Meeting for Budget Input	November 19	Cancelled and replaced with Public Input for CBSP
December 2	Operating/Capital	December 2	Operating/Capital
January 20, 2016	Final Budget Approval	January 20, 2016	Regular Council Meeting – Adoption of the CBSP
		January 21, 2016	Public Information Meeting for Budget Input
		February 3, 2016	Operating/Capital
		February 17, 2016	Final Budget Approval

## **FINANCIAL IMPLICATIONS**

None

## **APPLICABLE LEGISLATION AND REQUIREMENTS**

Procedure By-Law 59/08, as amended

## **ATTACHMENTS**

Revised 2016 Council Budget Meeting Schedule



2015 TOWNSHIP COUNCIL & BUDGET MEETING DATES

MEETING SCHEDULE - Revised - ADM-2015-015

JANUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
				1 H	2	3
4	5	6	7 C	8	9	10
11	12	13	14 CB	15	16	17
18	19	20	21 C	22	23	24
25	26	27	28 OB	29	30	31

FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 C	5	6	7
8	9	10	11 PIM	12	13	14
15	16 H	17	18 C/OB	19	20	21
22	23	24	25	26 BT	27	28
ROMA/OGRA						

MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 C	5	6	7
8	9	10	11 PIM	12	13	14
15	16	17	18 C	19	20 Break	21
22	23	24	25	26	27	28
29	30	31				

APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 C	2 PIM	3 H	4
5	6 H	7	8	9	10	11 RMP
12	13	14	15 C	16 PIM	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April 16, 2015 - Recreation Master Plan

MAY						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 C	7 PIM	8	9
10	11	12	13	14	15	16
17	18 H	19	20 C	21	22	23
24	25	26	27	28	29	30
31						

JUNE **						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3 C	4	5	6 FCM
7 FCM	8	9	10	11	12	13
14	15	16	17 C	18 PIM	19	20
21	22	23	24	25	26	27
28	29	30				

June 18, 2015 - PIM - Grant Applications

JULY						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 H	2	3	4
5	6	7	8	9	10	11
12	13	14	15 C	16	17	18
19	20	21	22	23	24	25
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AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT
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2	3 H	4	5	6	7	8
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16	17	18	19	20	21	22
AMO						
23	24	25	26	27	28	29
30	31					

SEPTEMBER **						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2 C	3 PIM	4	5
6	7 H	8	9	10	11	12
13	14	15	16 C	17 PIM	18	19
20	21	22	23	24	25	26
27	28	29	30 CB			

September 17, 2015 - User Fees

OCTOBER **						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7 C	8 PIM	9	10
11	12 H	13	14 OPB	15	16	17
18	19	20	21 C	22	23	24
25	26	27	28 OP/C	29	30	31

NOVEMBER **						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4 C	5 PIM	6	7
8	9	10	11 H	12	13	14
15	16	17	18 C	19 PIM	20	21
22	23	24	25	26	27	28
29	30					

November 19, 2015 - Community Based Strategic Plan

DECEMBER **						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2 OP/C	3	4	5
6	7	8	9	10	11	12
13	14	15	16 C	17	18	19
20	21	22	23	24 H	25 H	26
27	28 H	29	30	31		

- PIM** Public Information Meeting (7:00 p.m.)
- H** Denotes a Statutory Holiday/Offices Closed
- C** Council Meeting ( 1:00 p.m.)
- C** Council Meeting ( 7:00 p.m.)
- RMP** Open House -Rec Master Plan (12:00 -2 p.m.)

- B** Final Budget Approval
- CB** Capital Budget Meeting - 9:00 a.m.
- OPB** Operating Budget Meeting - 9:00 a.m.
- BT** Budget Tentative



# 2016 TOWNSHIP COUNCIL & BUDGET MEETING DATES

## MEETING SCHEDULE - REVISED - ADM-2015-015

JANUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
					H	
3	4	5	6	7	8	9
			C			
10	11	12	13	14	15	16
		PDAC				
17	18	19	20	21	22	23
		REC	C	PIM		
24	25	26	27	28	29	30
31	*January 21st - Budget Input					

FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
			OB/C	PIM		
7	8	9	10	11	12	13
		PDAC				
14	15	16	17	18	19	20
	H	REC	B			
21	22	23	24	25	26	27
	ROMA/OGRA					
28	29					

MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT
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			C	PIM		
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	PDAC					
13	14	15	16	17	18	19
	March	REC	C	Break		
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					H	
27	28	29	30	31		
	H					

APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT
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			C	PIM		
10	11	12	13	14	15	16
		PDAC				
17	18	19	20	21	22	23
		REC	C			
24	25	26	27	28	29	30

MAY						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
			C	PIM		
8	9	10	11	12	13	14
	PDAC					
15	16	17	18	19	20	21
		REC	C			
22	23	24	25	26	27	28
	H					
29	30	31				

JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
			C	PIM	FCM	
5	6	7	8	9	10	11
	FCM					
12	13	14	15	16	17	18
		PDAC	C			
19	20	21	22	23	24	25
		REC		PIM		
26	27	28	29	30		

JULY						
SUN	MON	TUE	WED	THU	FRI	SAT
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		PDAC				
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		REC	C			
24	25	26	27	28	29	30
31						

AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
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7	8	9	10	11	12	13
		PDAC	C			
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	AMO					
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28	29	30	31			

SEPTEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
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4	5	6	7	8	9	10
	H		C	PIM*		
11	12	13	14	15	16	17
		PDAC				
18	19	20	21	22	23	24
		REC	C			
25	26	27	28	29	30	
			CB			

\* September 8, 2016 - User Fees

OCTOBER						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
			C	PIM		
9	10	11	12	13	14	15
	H	PDAC	OB			
16	17	18	19	20	21	22
		REC	C			
23	24	25	26	27	28	29
			OCB			
30	31					

NOVEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
		PDAC	C	PIM	H	
13	14	15	16	17	18	19
20	21	22	23	24	25	26
		REC	C	PIM*		
27	28	29	30			

\* November 24, 2016- Budget Input

DECEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
			OCB	PIM		
11	12	13	14	15	16	17
		PDAC				
18	19	20	21	22	23	24
		REC	C			
25	26	27	28	29	30	31
	H	H				

**PIM** Public Info. Meeting/Open House (7:00 p.m.)  
**H** Denotes a Statutory Holiday/Offices Closed  
**C** Council Meeting ( 1 p.m.)  
**C** Council Meeting ( 7 p.m.)

**B** Final Budget Approval  
**CB** Capital Budget Meeting - 9 a.m.  
**OBP** Operating Budget Meeting - 9 a.m.  
**PDAC** Planning Development Advisory Committee - 7 p.m.  
**RC** Recreation Committee Meeting - 7 p.m.



## **REPORT ADM-2015-016**

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**TO:** Mayor and Members of Council

**FROM:** Karen Landry, CAO/Clerk

**MEETING DATE:** October 7, 2015

**SUBJECT:** 2018 Municipal Election – Vote Counting Equipment  
Our File No. L04/DOM

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### **RECOMMENDATIONS**

That Report ADM-2015-016 regarding the 2018 Municipal Election – Vote Counting Equipment be received; and

That Council authorize the single source retainer of Dominion Voting Systems Corporation at the unit prices paid for System Lease Pricing for the 2014 Municipal Election at a total of \$25,295 exclusive of consumables and additional item pricing such as ballot boxes and ballots.

### **DISCUSSION**

#### Purpose

The purpose of this Report is to obtain Council authorization to single source the use of vote counting equipment, devices and ancillary supplies for the 2018 Municipal Election.

#### Procurement

The Township's Procurement By-law does not specifically contain provisions related to sole sourcing or single sourcing. The ability to sole source or single source may be utilized where Council has granted specific approval for the use of a non-competitive procurement process where in Council's opinion it would be advantageous and in the best interest of the Township.

The Township has received correspondence from Dominion Voting Systems Corporation offering to extend the 2014 election pricing for our 2018 election.

### 2014 Municipal Election

On May 7, 2014 Council passed By-law 33/14 to authorize the use of optical scanning vote tabulators for the purpose of counting votes for the 2014 municipal election.

A voter is provided with a paper ballot at the voting location and votes by marking the ballot. The ballot is then inserted in a tabulator which uses optical scanning technology to read the marked ballot and tabulate the results.

During the 2014 Municipal Election, the counting of paper ballots by a tabulator was proven effective and easy to use. The tabulators accurately count the votes cast and facilitate reporting in a timely manner on election night.

It is recommended that vote counting equipment be utilized for the 2018 Municipal Election.

### 2018 Municipal Election

It is recommended that vote counting equipment, devices and ancillary supplies be secured for the 2018 Municipal Election at the rates paid for the 2014 Municipal Election through Dominion Voting Systems Corporation. Dominion Voting Systems did successfully meet the project objectives in the delivery of hardware, software and services during the 2014 Municipal Election.

Alternatively, the Township would proceed with the issuing of a Request for Proposal for the leasing of vote counting equipment for the 2018 Municipal Election.

### **FINANCIAL IMPLICATIONS**

\$25,295 is the same amount paid in 2014. The payments will be made in three equal instalments in 2016, 2017 and 2018 and is proposed to be budgeted in account number 01-0120-4320 – Elections Operating Budget.

### **APPLICABLE LEGISLATION AND REQUIREMENTS**

Township Purchasing and Procurement of Goods and Services and Disposal of Surplus Policy Purchasing By-law 60/08



## **REPORT PD-2015-024**

---

TO: Mayor and Members of Council

FROM: Kelly Patzer, Development Coordinator

MEETING DATE: October 7, 2015

SUBJECT: Site Plan Agreement – 1471352 Ontario Inc., property described as Plan 684, Part Lot 12, RP 61R4192, Parts 1 & 3, municipally known as 38 Winer Road, Township of Puslinch.

---

### **RECOMMENDATIONS**

That Report PD-2015-024 regarding the Site Plan Agreement 1471352 Ontario Inc. property described as Plan 684, Part Lot 12, RP 61R4192, Parts 1 & 3, municipally known as 38 Winer Road, Township of Puslinch, be received; and

That Council pass a by-law to authorize the entering into and the execution of a Site Plan Agreement with 1471352 Ontario Inc.

### **DISCUSSION**

#### **Purpose:**

The subject property is located at 38 Winer Road, across from Nicholas Beaver Road. It has a lot area of approximately 0.60 hectares (1.48 hectares) with approximately 49 metres (161 feet) of frontage on Winer Road. Development under this Site Plan Agreement will be to add a 524 square metre (5640 square foot) building addition.



**Background:**

The property is located in a site plan control area. The site plan control process was initiated in April 2015, with Township file number D11/ONT – 1471352 Ontario Inc. (TCA Technologies Inc). The development consists of constructing an addition to the existing design and manufacturing building

The owner, 1471352 Ontario Inc., has completed all of the required submissions for approval. The owner has provided the required securities for the project in the amount of \$10,195.00. Cash in lieu of parkland dedication is not required for the development as it is an addition to an existing building.

**Site Plan Control:**

The Township has received satisfactory comments and approvals from the peer review team of consultants and does not have any concerns entering into a Site Plan Agreement with the owner.

<b>Function</b>	<b>Body</b>	<b>Approval</b>
Township Hydro-geologist	Harden Environmental	Approval Received
Township Engineers	GM BluePlan	Approval Received
Township Fire Department	Puslinch Fire and Rescue	Approval Received
Township Ecologist	GWS	Approval Received
Planners	Wellington County	Approval Received
Road Authority (Winer Rd.)	Puslinch	No Objections
Conservation Authority	Grand River CA	No Comment

**Applicable Legislation and Requirements:**

Township of Puslinch Site Plan Control By-law 16/08

Township of Puslinch Zoning By-law 19/85

**Attachments:**

Site Plan Agreement – Schedule A

(complete and insert Document General Page as Page 1)

**TOWNSHIP OF PUSLINCH  
SITE PLAN AGREEMENT**

**B E T W E E N:**

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**  
- and -  
**1471352 ONTARIO INC.**

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**TOWNSHIP OF PUSLINCH  
SITE PLAN AGREEMENT**

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

**B E T W E E N:**

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

PARTY OF THE FIRST PART

- and -

**1471352 ONTARIO INC.**  
(hereinafter called the "Developer")

PARTY OF THE SECOND PART

**W H E R E A S:**

- A. Developer is the owner of the property described in Schedule "A" to this Agreement which is the subject matter of an application for Site Plan Approval pursuant to section 41 of the Planning Act;
- B. The property is within a designated site plan control area and the Township requires that the Developer enter into a written agreement to identify approved plans, drawings and specifications and to require that the property be developed and maintained in accordance with the approved documents.

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

**ARTICLE 1 - IDENTIFICATION OF LANDS APPROVED FOR DEVELOPMENT**

1.1 Legal description

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

**ARTICLE 2 - IDENTIFICATION OF PLAN(S)**

2.1 Approved plan(s)

The Developer in making application for site plan approval has agreed to provide to the satisfaction of the Township, plan or plans showing the location of all buildings, structures, facilities, works and site elevations and services existing and proposed and, where required, drawings showing plan, elevation and cross-section views for each building or structure and to include all matters as contemplated by section 41 of the Planning Act. The plan(s) and drawings described in Schedule "B" [hereinafter called the "Approved Plan(s)] shall be deemed to have been approved by the Township upon execution and registration of this Agreement.

2.2 Filing of plan(s)

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

**ARTICLE 3 - SPECIAL REQUIREMENTS**

3.1 Additional requirements and provisions

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

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

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

**4.2 Township's right of entry**

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

**4.3 Stop work orders**

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

**4.4 Notice to comply**

In the event that the Township gives written notice to the Developer or the then-registered owner of the Lands that it has failed to construct, provide or maintain any matter or thing illustrated on the Approved Plan(s) or required by this Agreement, and if the Developer or then-registered owner fails to construct, provide or maintain such required matter or thing within thirty (30) days of the date that such notice is mailed by prepaid registered mail to such person at the address for such person set out in Article 13.1 or as shown on the most-recently revised assessment roll then the Township may enter upon the Lands, through employees, agents or contractors and construct, provide or maintain such matter or thing which had been specified in the notice at the expense of then-registered owner of the Land.

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

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

**5.2 Security requirement - subject lands**

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

**5.3 Township's right to draw upon security**

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

**5.4 Release of Security**

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

### 5.5 Township's Expenses

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

## **ARTICLE 6 - INDEMNIFICATION**

### 6.1 Developer's agreement to indemnify

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

## **ARTICLE 7 - LIABILITY INSURANCE**

### 7.1 When liability insurance required

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

## **ARTICLE 8 - TIME LIMITS FOR COMPLETION**

### 8.1 Consequences of delay

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

### 8.2 Phasing of Site Development

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

## **ARTICLE 9 - MAINTENANCE OBLIGATIONS**

### 9.1 General covenant to maintain and repair

The Developer agrees that the buildings, structures and all of the facilities, works and features illustrated on the Approved Plan(s) shall be maintained and kept in good repair at the Developer's sole risk and expense and to the satisfaction of the Township. In the event that the Township gives written notice to the Developer or the then-registered owner of the Lands that maintenance or repair of any matter required to be provided by this Agreement is to be undertaken, and if the Developer or then registered owner fails to undertake such required maintenance or repair within thirty (30) days of the date that such notice is mailed by prepaid registered mail to such person at the address for such person set out in Article 13.1 or as shown on the most-recently revised assessment roll then the Township may enter upon the Lands, through employees, agents or contractors and perform such maintenance or repairs which had been specified in the notice at the expense of then-registered owner of the Land.

### 9.2 Specific maintenance obligations

The Developer covenants with the Township as follows:

- (a) that it shall at all times maintain the installations, structures and facilities illustrated on the Approved Plan(s) and described in Schedule "C", if applicable, in good condition and repair;

(b) that at any time or times that the building(s) on the Lands are occupied or are in use it shall ensure that all driveways, parking spaces more specifically for staff and visitors as well as required access points are cleared of snow within twelve (12) hours of any major snow storm (which shall be deemed to be an accumulation in excess of 5cm of snow in any twenty-four hour period) and that if snow is stored on the Lands it shall ensure that it is stored in a location which does not reduce the number of staff and visitor parking spaces illustrated on the Approved Plan(s); alternatively it shall arrange for the removal of such snow at its sole expense.

(c) that it shall ensure that all required signs, parking spaces and lane markings identified on the Approved Plan(s) are properly painted and maintained and that it shall ensure that each such sign and parking space or lane is clearly delineated at all times.

In the event that the Developer, or then registered owner of the Lands, is in breach of any of the covenants in this Article then the provisions of Article 13.2 hereof shall apply.

#### **ARTICLE 10 - CONVEYANCES AND EASEMENTS**

##### **10.1 Developer's obligation to provide**

The Owner shall within a period of two (2) years from the date of execution of this agreement convey without charge to the Township or the County of Wellington, as the case may be, the lands and/or easements, if any, described in Schedule "D". The Developer shall pay all legal and survey costs associated with such conveyances and easements. The title to any land or easement so conveyed shall be certified to the applicable Transferee by Developer's solicitor as being good and marketable and free from any restriction or encumbrance at Developer's expense.

The Township or the County of Wellington shall provide written notice to the Owner of the requirement to provide such conveyance or easement within the two (2) year period following execution of this agreement.

#### **ARTICLE 11 - ENCUMBRANCERS' CONSENT AND ACKNOWLEDGMENT**

##### **11.1 All encumbrancers to consent prior to permit issuance**

The Developer shall at its cost have any person (herein called an "encumbrancer") having a mortgage, lien, right or encumbrance affecting the Lands execute this Agreement to consent to its terms or shall provide a registered postponement agreement wherein each such encumbrancer postpones his, her, or its interest in the said lands in favour of the Township's interest under this Agreement. No building permit will be issued for the Lands until this Article has been complied with. Wherever this Agreement is executed by an encumbrancer such person agrees that his, her or its interest in the Lands shall be subject to all terms of this Agreement.

#### **ARTICLE 12 - REGISTRATION OF AGREEMENT**

##### **12.1 Registration prior to permit issuance**

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

#### **ARTICLE 13 - GENERAL PROVISIONS**

##### **13.1 Notices**

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

**Developer:** 1471352 Ontario Inc.  
R.A. Davies, Secretary-Treasurer  
38 Winer Road  
Guelph, ON N1H 6H9

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

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

13.2 Township costs recoverable like taxes

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

13.3 Waiver

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

13.4 Covenants as restrictive covenants

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

13.5 No permit if money owed to Township

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

13.6 Number and Gender

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

13.7 Headings and Index

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

13.8 No assignment without consent

The Developer shall not assign this Agreement until all works and facilities required by this Agreement have been completed without the prior written consent of the Township, which consent will not be unreasonably withheld.

13.9 Ultra vires terms

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

13.10 Developer's acceptance of agreement

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

13.11 Enurement

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

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

**THE CORPORATION OF THE TOWNSHIP OF  
PUSLINCH**

per:

\_\_\_\_\_  
Dennis Lever, Mayor

per:

\_\_\_\_\_  
Karen Landry, CAO/ Clerk

I/We have authority to bind the Corporation

SIGNED, SEALED AND DELIVERED  
in the presence of:

**1471352 ONTARIO INC.**

per:

\_\_\_\_\_  
Robert A. Davies, Secretary-Treasurer

\_\_\_\_\_  
Name:                      Position:

I/We have authority to bind the Corporation

**SCHEDULE "A"**

**DESCRIPTION OF LANDS**

Part 1, Lot 12, Plan 684

**SCHEDULE "B"****DESCRIPTION OF APPROVED PLANS**

<b>DWG. NO.</b>	<b>REV. NO.</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>PREPARED BY</b>
LP1	6	08/09/2015	Landscape Plan	Gateman Milloy
SP1	5	31/07/2015	Existing Site Plan	Gateman Milloy
SP2	5	31/07/2015	Proposed Site Plan	Gateman Milloy
C1.1	3	27/07/2015	Existing Conditions and Removals Plan	MTE
C2.1	3	27/07/2015	Site Grading and Servicing Plan	MTE
C2.2	3	27/07/2015	Details and Notes	MTE

**SCHEDULE "C"****ADDITIONAL REQUIREMENTS (in addition to matters shown on Approved Plan(s))****1. Covenants and Restrictions to be Registered**

The Developer shall ensure that the covenants and restrictions set forth below shall be incorporated into every Agreement of Purchase and Sale and each Transfer [Deed] for a part of or an interest in the Lands:

The purchaser/transferee covenants as follows:

- (i) the purchaser/transferee covenants and agrees that the grading and drainage including all swales and stormwater management system for the within-described land shall at all times conform to the Approved Site Plan for the Lands referred to in the Site Plan Agreement with the municipality and shall not be altered without the written approval of the municipality;
- (ii) the purchaser/transferee covenants and agrees under no circumstances shall roof water, surface water or ground water drains be connected to the sewage treatment and tile field systems;
- (iii) the purchaser/transferee covenants and agrees that the construction of any accessory buildings or structures (including swimming pools if permitted) shall require the approval of the Township;
- (iv) the purchaser/transferee covenants and agrees to maintain any fencing or retaining wall on the within-described lands in good condition if such fencing or wall was erected as a requirement of the original site plan agreement affecting the lands and, when necessary, replace same from time to time with a fence or wall made of the same or similar materials and of the same standard as specified in the site plan agreement; and further covenants that it shall not construct any additional fences on the within described lands;
- (v) the purchaser/transferee acknowledges and agrees that the soils which are used to backfill around the foundation of the building(s) on the subject lands may subside after the date upon which a certificate has been issued indicating that the lands have been graded in accordance with the approved lot grading plan and the purchaser/transferee covenants that in such event he/she/they or it shall provide and place additional soils to ensure that the lot continues to be graded in accordance with the approved lot grading plan;
- (vi) the purchaser/transferee covenants and agrees to maintain all trees, shrubs and vegetation illustrated on the site plan affecting the lands in healthy condition and where such have died to replace same with plant materials of the same type as originally approved.

Each of the above covenants and restrictions shall run with the title to the lands and are declared to be for the benefit of the Transferor's remaining lands, the lands conveyed to the Township by the Transferor herein and for the benefit of the roads and streets abutting the within-described lands.

**2. Parkland Dedication**

The Developer is not required to pay cash in lieu of parkland dedication.

**3. Stormwater Management**

If it is determined that the scope of the project impacts the stormwater drainage from the property, the Developer shall prepare a stormwater drainage plan and report for the approval of the Township of Puslinch, Grand River Conservation Authority, and the Ministry of the Environment (if applicable).

The final stormwater drainage plan shall include:

- the means by which potential contaminants from the site will be controlled and contained on-site to prevent any impact to the surface or groundwater regimes, and
- an operation, maintenance, ground and surface water monitoring and contingency plan to ensure the proposed stormwater drainage system function in accordance with the approved design.

A Professional Engineer shall be retained by the Developer to perform site review for the construction of the stormwater drainage system and upon completion shall provide a letter of certification to the Township certifying that the stormwater drainage system has been constructed in accordance with the approved plans.

#### 4. Landscaping

All grassed areas are to be topsoiled (minimum 100 mm).

Planting of trees and shrubs shall be provided by the developer in accordance with the approved site plan. All plantings shall be located on the site in areas that do not obstruct sight visibility at entrances and shall not be located within a sight triangle area.

#### 5. Fencing

Where applicable chainlink fencing (1.8 m high) shall be provided around the site and any stormwater management pond area. The fence shall have a lockable gate(s) of sufficient size (minimum 4 m) to provide for access and maintenance equipment access to the stormwater management pond.

A solid privacy fence shall be installed to screen the outdoor storage area from all public roads. The privacy fencing shall be in addition to the natural material landscape screening.

#### 6. Garbage Enclosures

Where an outdoor garbage storage area is proposed, the garbage container, receptacle, etc. shall be enclosed by a board fence, or similar solid construction, of sufficient height to provide a barrier to animals and a visual screen to the neighbouring properties and adjacent roads. The Township, prior to the construction of the enclosure, shall approve the exterior treatment materials, detailed design and standards of construction.

#### 7. Exterior Lighting

Where exterior building lighting or area lighting is proposed, the lighting envelope shall be confined to the site and shall not spill over or cast a glare onto adjacent properties or abutting roads.

#### 8. Signs

All signs shall be in accordance with the regulations of the Township and/or County of Wellington sign bylaw and setback requirements. Sign location and setback shall be approved prior to construction of the sign by the authority having jurisdiction.

#### 9. Certification of Works

Prior to the final building inspection, the Developer's consultant shall provide a letter of compliance to the Township Clerk certifying that:

- the site grading and drainage system

have been constructed in accordance with the approved plans.

#### 10. Storm Water Drainage Maintenance

The Developer shall maintain the storm water drainage system in accordance with the approved site plan drawings.

#### 11. Exterior Storage

The property shall be maintained in a tidy condition at all times. Abandoned vehicle parts, equipment, and other materials are not permitted onsite, unless placed within the refuse/garbage enclosures or within waste/recycling bins to the rear of the building in accordance with the approved site plan.

#### 12. Financial Security Deposit

The Developer, at the time of signing the Site Plan Agreement, shall deposit an unconditional irrevocable Letter of Credit with the Township of Puslinch, to guarantee the construction of the on-site grading and drainage, services, landscaping, and stormwater management system.

The letter of credit values shall be the sum of the following:

Township of Puslinch

a) 50% of site servicing costs	50% of	<u>\$6,800.00</u>	=	<u>\$3,400.00</u>
b) 50% of landscaping costs	50% of	<u>\$8,100.00</u>	=	<u>\$4,050.00</u>
c) 5% of construction costs of items (a) and (b) for Township engineering review	5% of	<u>\$14,900.00</u>	=	<u>\$745.00</u>
d) Site grading and drainage deposit = \$2,000.00 per ha. (1 ha. minimum)	0.619 Ha	<u>\$2,000.00</u>	=	<u>\$2,000.00\$</u>
<b>Total Deposit</b>				<b>\$10,195.00</b>

The estimated value of the construction costs shall be determined by the Developer's engineers and approved by the Township's consulting engineers.

**SCHEDULE "D"**

**CONVEYANCES AND EASEMENTS REQUIRED**

Convey to the Township of Puslinch:

No conveyances and easements are required.

Convey to the County of Wellington

No conveyances and easement are required.

## SCHEDULE "E"

**TCA Technologies Inc. Environmental Protection & Spills Response Policy & Procedure**

**TCA Technologies Inc.  
Environmental Protection & Spills Response  
Policy & Procedure**

*Note: This Policy & Procedure is issued as part of, and is to be used in conjunction with, the TCA Technologies Inc. Health and Safety Manual.*

**Emergency Contact Information**

Onsite Emergency Contact(s)	<b>Sal LeRose, Director of Operations (Primary)</b> 519-824-8711 x244 (office), 905-630-9652 (cell)
	<b>Sandro Zanon, Assembly Team Lead (Secondary)</b> 519-824-8711 x287 (office), 519-716-6061 (cell)
Emergency Response Contact(s)	<b>Fire/Ambulance/Police: 911</b>  <b>Ground Force 1-855-664-0767</b> <b>Environmental</b> <b>(Spill Response)</b>
Local Emergency Medical Facility	<b>Guelph General Hospital 519-822-5350</b> <b>115 Delhi St.</b> <b>Guelph, ON</b> <b>N1E 4J4</b>
Material Safety Data Sheets	<b>Located in Lower Offices (at Buyer's desk)</b>

**Spill Prevention**

**Hazardous Substance Management:** All hazardous substances, including chemical wastes, are to be managed in a way that prevents accidental release. The following general requirements are to be followed. They include:

- **Container Management:**
  - All hazardous substance containers must be in good condition and compatible with the materials stored within.
  - All hazardous substance containers must be accessible and spacing between containers must provide sufficient access to perform periodic inspections and respond to releases.
  - Empty hazardous substance containers (drums) must have all markers and labels removed and the container marked with the word 'empty'.
  - Any spills on the exterior of the container must be cleaned immediately.
  - Flammable materials stored or dispensed from drums or totes must be grounded to prevent static spark.
  - Do not overfill waste drums. 4" of headspace must remain to allow for expansion
- **Good Housekeeping:**
  - All hazardous substances must be stored inside buildings or under cover;
  - Store hazardous substances not used daily in cabinets, or in designated areas;
  - All chemicals that are transferred from larger to smaller containers must be transferred by use of a funnel or spigot.
  - All hazardous substance containers should be closed while not in use;
  - Use drip pans or other collection devices to contain drips or leaks from dispensing containers or equipment;
  - Immediately clean up and properly manage all small spills or leaks;
  - Periodically inspect equipment and hazardous substance storage areas to ensure leaks or spills are not occurring;
  - Use signage to identify hazardous substance storage or waste collection areas;
  - Keep all work areas and hazardous substance storage areas clean and in good general condition.
- **Secondary containment:**
  - Store all bulk chemicals ( $\geq 55$  gallons) within appropriate secondary containment, or any sized chemical if there is a potential for release to the environment.
  - Secondary containment should be checked periodically, and any spills identified in secondary containment must be immediately cleaned up and removed.
- **Marking/Labeling:**
  - Ensure all hazardous substances, including chemical wastes, are properly marked and labeled with a supplier or workplace label (per WHMIS requirements).
  - Ensure that hazardous substances transferred to small containers contain a workplace label (per WHMIS requirements).

**Spill Response Equipment:** Spill response equipment must be maintained and located in areas where spills are likely to occur. Spill kits should provide adequate response capabilities to manage any anticipated spill or release. The following general requirements are to be followed. They include:

- Stock spill cleanup kits that are compatible with the hazardous substances stored on site;
- Locate spill kits in areas where spills are likely to occur (shipping/receiving doors, chemical storage areas, locations where hazardous substance are being transferred);
- Spill kits should be sized to manage an anticipated release (spill equal to the largest container);
- Emergency response equipment should be inspected periodically to ensure that the spill kit is complete.

### **Emergency Response Plan**

The Emergency Response Plan deals with emergencies and shall be executed immediately whenever there is a fire, explosion, or release of a hazardous substance that threatens human health or the environment. The emergency response plan shall be reviewed and immediately amended whenever:

- The plan fails in an emergency;
- The facility changes in its design, construction, operation, maintenance, or other circumstances in a way that increases the potential for fire, explosions, or release of a hazardous substance;
- The list of emergency contacts change; or
- The list of emergency equipment changes.

#### **Response actions in the event of a spill or release:**

In the event of a hazardous substance spill or release, immediately take the following measures to keep the spill from entering sewer or storm drains, spreading off-site, or affecting human health. In all cases caution and common sense must be maintained with the primary goal being to prevent and/or limit personal injury.

Stop, contain, and clean up the chemical spill if:

- The spilled chemical and its hazardous properties have been identified;
- The spill is small and easily contained;
- Responder is aware of the chemicals' hazardous properties.

If a spill or release cannot be controlled or injuries have occurred due to the release, the following procedures should be implemented:

- Summon help or alert others of the release;
- Evacuate immediate area, and provide care to the injured - **Call 911**;
- If potential fire or explosion hazards exist initiate evacuation procedures - **Call 911**;
- Respond defensively to any uncontrolled spills:
  - Use appropriate personal protective equipment when responding to any spill;
  - Attempt to shut off the source of the release (if safe to do so);
  - Eliminate sources of ignition (if safe to do so);
  - Protect drains by use of adsorbent, booms or drain covers (if safe to do so).
- Notify onsite emergency contact(s);
- Notify other trained staff and/or **Ground Force Environmental Inc.** to assist with the spill response and cleanup activities;
- Coordinate response activities with local emergency personnel (**Puslinch Fire Department - 911**);
- Be prepared to provide MSDS information to Fire Department, EMT, hospital or physician;
- Notify the **Ministry of Environment –Spills Action Centre - 416-325-3000** if a release has entered the environment.

#### **Evacuation Procedures:**

In the event of a hazardous substance release that has the potential for fire, explosion or other human health hazards the following procedures are to be followed:

- Facility staff will be notified of evacuation by use of the **Intercom**.
- Notification to emergency services will be performed - **Call 911**.
- Facility staff will follow predetermined evacuation routes and assemble at designated area (**on lawn at front of building**). For further evacuation instructions see the Evacuation Procedure section of the TCA Health and Safety Manual.
- Individuals responsible for coordinating evacuations must confirm if the business has been completely evacuated.
- Designated emergency response contacts will coordinate all activities with outside emergency personnel.

#### **Spill Cleanup and Disposal:**

In the event of a hazardous substance release spill cleanup materials are to be properly characterized to determine if it is designated as a Dangerous Waste. The designated onsite emergency contact, with the assistance of **Ground Force Environmental Inc.** and other resources will determine the wastes status prior to disposal. (Refer to the Environmental Protection Act (EPA) Part X and Ontario Regulation 675/98 Classification and Exemption of Spills and Reporting of Discharges).

#### **Reporting a Release:**

If a hazardous substance spill has been released to soil, surface water, drains or air the following immediate notifications must be performed:

- **Puslinch Fire Department – 911** (any release that poses an immediate threat to human health, property or the environment);
- **Ministry of Environment – Spills Action Centre - 416-325-3000** (any release; notification performed immediately);



When reporting a release, prepare to provide the following information:

- Your name and the telephone number from where you are calling;
- Exact address of the release or threatened release;
- Date, time, cause and type of incident (fire, air release, spill, etc.)
- Material and quantity of the release, to the extent known;
- Current condition of the facility;
- Extent of injuries, if any; and
- Possible hazards to the public health and/or environment outside of the facility.

WHEREAS Bill 100, Supporting the Ontario Trails Act has the following purposes:

1. To increase awareness about and encourage the use of trails.
2. To enhance trails and the trail experience.
3. To protect trails for today's generation and future generations.
4. To recognize the contribution that trails make to quality of life in Ontario.

AND WHEREAS the Association of Municipalities of Ontario has had input into this Bill looking out for municipal interests

AND WHEREAS the Bill includes stronger penalties for property damage and trespassing to discourage such actions

AND WHEREAS the Bill will be asking for best practices to be created and will have participation in these practices be voluntary therefore not creating undue hardship on the municipality

AND WHEREAS this is complementary to recommendations contained in the Township of Puslinch Recreation and Parks Master Plan.

NOW THEREFORE LET IT BE RESOLVED THAT the Council of the Township of Puslinch supports the overall direction Bill 100 Supporting the Ontario Trails Act

AND FURTHER LET IT BE RESOLVED THAT the Council of the Township of Puslinch encourages the government to continue to work with stakeholder such as ROMA and OFA to enhance the liability and trespass provisions of the Bill

AND FURTHER LET IT BE RESOLVED THAT the Council of the Township of Puslinch forward this resolution for consideration by all other municipalities in the Province of Ontario.

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NUMBER 16/08**

**BEING A BY-LAW TO ESTABLISH SITE PLAN CONTROL  
WITHIN THE TOWNSHIP OF PUSLINCH**

**WHEREAS** the Official Plan for the County of Wellington provides for the establishment of a Site Plan Control Area pursuant to Section 41 of the *Planning Act, R.S.O. 1990*, as amended;

**AND WHEREAS** the Official Plan identifies the whole of the County of Wellington as a proposed site plan control area;

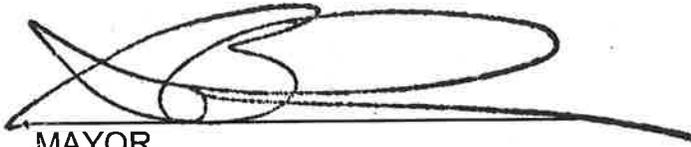
**AND WHEREAS** Council may designate the whole or any part of such area as a Site Plan Control Area and may define certain classes of development which may be undertaken without approval of plans under Section 41 (4) and Section 41 (5) of the *Planning Act, R.S.O., 1990*, as amended;

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

1. That all lands within the corporate limits of the Township of Puslinch are hereby designated as a Site Plan Control Area pursuant to Section 41 (2) of the *Planning Act, R.S.O. 1990*, as amended.
2. Pursuant to Section 41 (13) (a) the following types of development are exempt from the requirements of Section 41 (4) and Section 41 (5) of the *Planning Act, R.S.O., 1990*, as amended:
  - a) single detached, semi-detached and duplex dwellings except to establish lot grading and drainage approval on lots where such requirement does not otherwise apply through the provisions of a subdivision development agreement, or to protect a feature of the Greenland System;
  - b) agricultural buildings and structures, save and except farm help houses, trailers and garden suites;
  - c) agricultural uses, but not included farm related commercial or industrial uses;
  - d) all individual trailer site improvements;
  - e) buildings and structures for flood control or conservation purposes.
3. No person shall undertake any development (as defined in Subsection 41 (1) of the *Planning Act, R.S.O. 1990*, as amended) in a site plan control area unless they have first obtained written approval from the Township with respect to such development pursuant to this section.

4. That the Council of the Township of Puslinch delegates to the Chief Building Official of the Township of Puslinch the power and authority to exempt from site plan control any property proposing construction alterations within the site plan control area which do not change the occupancy use of the building or premises and have a construction value less than \$10,000.00 or other minor applications as determined by the Chief Building Official.
5. Every person who uses any lot, or erects or uses any building or structure or any part of any lot, building or structure in a manner contrary to any requirements of this by-law, or who causes or permits such use or erection, or who violates any provisions of this By-law or permits such a violation, shall be guilty of an offence, and upon conviction thereof, shall forfeit and pay a penalty pursuant to Section 67 of the Planning Act, R.S.O. 1999, as amended.
6. This by-law shall come into force and effect on the final passing thereof by the Council of the Corporation of the Township of Puslinch.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 6<sup>th</sup> DAY OF FEBRUARY, 2008.



MAYOR



CLERK



## MINUTES

### MEMBERS PRESENT:

John Sepulis, Chair  
Dianne Paron  
Councilor Ken Roth  
Dennis O'Connor

### OTHERS IN ATTENDANCE:

Kelly Patzer – Development Coordinator	Glenn Wellings
Karen Landry	Al Tschanz
Rob Stovel	Doreen Tschanz
Rob Schiedel	Kelli Todd Wallace
Dianne O'Krafka	Matt Robson
Lawrence and Patricia Flaming	Kevin Crozier
Tyler and Sharon Butzke	Ben Spiegel
Kerry Hillis	Nipun Madan

### 1. - 5. COMMITTEE OF ADJUSTMENT

- See August 11, 2015 Committee of Adjustment Minutes

### DEVELOPMENT APPLICATIONS

#### 6. OPENING REMARKS

- The Chair advised the gallery that the following portion of the Committee meeting will be reviewing and commenting on planning development applications.

#### 7. DISCLOSURE OF PECUNIARY INTEREST

- None

#### 8. APPROVAL OF MINUTES

- Moved by Ken Roth, Seconded by Dennis O'Connor
- That the minutes of the Tuesday June 9<sup>th</sup>, 2015 Planning & Development Advisory Committee Meeting are hereby adopted.

CARRIED

#### 9. APPLICATIONS FOR SITE ALTERATION

- None

#### 10. ZONING BY-LAW AMENDMENTS

- None

#### 11. LAND DIVISION

##### 11(a) Severance Application B56/15 (D10/LAN) – Loretta Landry, Concession Gore, Part Lot 10, municipally known as 0 Sideroad 10 S.

Proposed severance is 120m frontage x 120 m = 1.44 hectares, existing agricultural and bush for proposed rural residential use.

Retained parcel is 27.4 hectares with 554 m frontage, existing and proposed agricultural land and bush.

- Kelly Patzer stated the proposed and retained parcels meet the requirements of the Township Zoning By-law

Moved by Dennis O'Connor, Seconded by Dianne Paron that the following comments are forwarded to the County of Wellington Land Division Committee:

- Placement of parcel could be better situated to reduce impact to the agricultural farmed lands
- Severance exceeds 0.4ha (1ac) minimum lot size & no reason given for larger requested lot size

CARRIED

**11(b) Severance Application B66/15 (D10/DRS) – DRS Developments Ltd., Concession 7, Part Lot 31, municipally known as 66 Queen Street.**

Proposed severance 87 m frontage x 55 m = 0.48 hectares, existing agricultural use for proposed rural residential use.

Retained parcel is 37.4 hectares with 603m frontage, existing and proposed agricultural use with existing house.

- Kelly Patzer stated the proposed and retained parcels meet the requirements of the Township Zoning By-law.
- Rob Stovel noted he is the agent for the application.
- Rob Stovel stated one plus acre of farmland is proposed to be severed in an areas where there are Class 4-6 soils within the Secondary Agricultural OP designation; there is an existing knoll and there are no MDS conflicts; a drilled well and tertiary septic are proposed
- Rob Stovel indicated that the MTO commented to keep the severance in the general area of the existing development to maintain a setback from the proposed Highway by-pass.
- Rob Stovel stated the parcel is setback from any natural environment features and Conservation Halton is reviewing the application.
- Moved by Ken Roth, Seconded by Dennis O'Connor that the following comments be forwarded to the County of Wellington Land Division Committee:
- No Comments

CARRIED

**11(c) Severance Application B67/15 (D10/SAN) – Donald & Fern Sanderson, Concession 10, Part Lot 10, municipally known as 978 Watson R S**

Proposed severance is 46m fr x 91m = 0.4 hectares, vacant land for proposed rural residential use.

Retained parcel is 46m fr x 91 m = 0.4 hectares, existing and proposed rural residential use with existing dwelling and garage.

- Kelly Patzer stated the proposed and retained parcels meet the requirements of the Township Zoning By-law
- Moved by Dennis O'Connor, Seconded by Dianne Paron that the following comments be forwarded to the County of Wellington Land Division Committee:
- No Comments

CARRIED

**11(d) Severance Application B71/15 (D10/KRA) – Ned & Lily Krayishnik, Concession 1, Part Lot 7, municipally known as 6643 Concession 2**

Proposed lot line adjustment is 8.7 hectares with no frontage, existing residential and agricultural use with dwelling, barn and 2 sheds to be added to abutting agricultural parcel – Norman Doud Estate

Retained parcel is 2.35 hectares with 30 metre frontage, existing and proposed rural residential use with existing dwelling.

- Karen Landry stated the Township will be requesting the County apply the following conditions to the application:
  - THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the Local Municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition; and
  - That the dwelling referred to in the consent application as the “former Krayishnik residence” be demolished or that the applicant/owner apply for and obtain a rezoning to permit a second dwelling for farm help on the merged lands (6637 Concession 2); and
  - That the County shall confirm whether an Official Plan Amendment is required to permit a second dwelling for farm help on the merged lands (6637 Concession 2); and
  - That should an Official Plan Amendment be required, that the applicant/owner apply for and obtain an Official Plan Amendment to permit a second dwelling for farm help on the merged lands (6637 Concession 2); and
  - That the applicant/owner apply for and obtain a building permit and complete the works required under the building permit for the dwelling referred to in the consent application as the “former Krayishnik residence” to the satisfaction of the Township’s Chief Building Official, including a sewage system that meets the requirements of the Ontario Building Code; and
  - That the applicant/owner apply for and obtain a building permit and complete the works required under the building permit for the change in use of the accessory building to a barn, referred to in the consent application as a “barn”, to the satisfaction of the Township’s Chief Building Official; and
  - That the County confirm that and requirements under MDSI or MDSII, as the case may be, have been achieved.
- Glenn Wellings, agent representing the owner and proposed purchaser, noted there is an illegal second residence on the property that is to be removed, or in this case conveyed to a neighbouring property with a horse boarding operations who would require a rezoning to permit a second residence for farm help
- Glenn Wellings stated Ms. Tschanz owns a farm property and the second dwelling for farm help will enhance the horse operation on the property.
- Ken Roth noted MDS requirements are to be identified due to the barn on the parcel to be severed
- John Sepulis noted concern that the second dwelling is currently a duplex and noted it should be one dwelling.
- Moved by Ken Roth, Seconded by Dennis O’Connor that the following comments be forwarded to the County of Wellington Land Division Committee:
  - County staff are to confirm that the application meets MDS requirements
  - Township staff are to identify any minor variance requirement
  - The Committee supports Township comments

CARRIED

## 12. OTHER MATTERS

- Kelly Patzer arranged ID badge photos

**13. CLOSED MEETING** - no matters

**14. FUTURE MEETINGS**

- Tuesday September 8, 7:00 p.m.

**15. ADJOURNMENT**

- Moved by Dianne Paron and Seconded by Dennis O'Conner.
- That the Planning & Development Advisory Committee adjourns at 8:13 p.m.

CARRIED



Committee of Adjustment Meeting  
August 11, 2015  
7:00 pm  
Council Chambers, Aberfoyle

## MINUTES

### MEMBERS PRESENT:

John Sepulis, Chair  
Dianne Paron  
Councilor Ken Roth  
Dennis O'Connor

### OTHERS IN ATTENDANCE:

Kelly Patzer – Development Coordinator	Glenn Wellings
Karen Landry	Al Tschanz
Rob Stovel	Doreen Tschanz
Rob Schiedel	Kelli Todd Wallace
Dianne O'Krafka	Matt Robson
Lawrence and Patricia Flaming	Kevin Crozier
Tyler and Sharon Butzke	Ben Spiegel
Kerry Hillis	Nipun Madan

### 1. OPENING REMARKS

- The meeting was called to order at 7:00 pm. The Chair welcomed the gallery to the Committee of Adjustment meeting and informed the gallery Township Staff would present the application, then the applicant would have the opportunity to speak to present the purpose and details of the application and any provide any further relevant information. Following this the public can obtain clarification, ask questions and express their views on the proposal. The members of the Committee can then obtain clarification, ask questions and express their views on the proposal. All application decisions are subject to a 20 day appeal period.

### 2. DISCLOSURE OF PECUNIARY INTEREST

- None

### 3. APPROVAL OF MINUTES

Moved by Ken Roth, Seconded by Dianne Paron.

- That the minutes of the Committee of Adjustment meeting held Tuesday June 9<sup>th</sup>, 2015 be adopted.

CARRIED

### 4. COMMITTEE OF ADJUSTMENT – Applications for Minor Variance

#### 4(a) Minor Variance Application D13/ONT – 2333380 Ontario Inc – Property described as Concession 7, Rear Part Lot 20, 28 Brock Road N, Township of Puslinch

Requesting relief from provisions of Zoning By-Law #19/85, as amended, to allow:

1. A 1 metre side yard setback between the rear of the proposed addition and the north lot line
2. A 0.3 m setback between the proposed laneway and south side lot line
3. Relief of 34m<sup>2</sup> is requested to accommodate the existing upper floor, and relief of 99m<sup>2</sup> is requested to accommodate the proposed addition – for a total relief of an additional 133m<sup>2</sup> to permit a maximum floor area of 353m<sup>2</sup>
4. Relief of the buffering requirements

- Kelly Patzer summarized the application for minor variance as submitted, stated that relief #2 and # 4 as requested are not required as per the by-law,

noted that no objections were received from circulated agencies and Township Staff has no objection to the approval of the application subject to the condition that the application would be subject to Site Plan Approval. One objection was received yesterday from the Public stating that the proposed 1 metre on the north lot line was not minor.

- Nipun Madan stated he proposed a small pharmacy addition to the existing doctor's office which would be no larger than 100 square feet and to move the laneway to the other side of the property.
- Nipun Madan noted that the relief of the side yard would need 1 metre at the rear corner of the addition, but would maintain a 4 metre side yard setback at the front of the addition.
- Nipun Madan indicated that relief is requested for the maximum permitted gross floor area of the building to incorporate the 34m<sup>2</sup> of existing floor space that exceeds that in the by-law, and to allow for the 99m<sup>2</sup> proposed addition.
- Nipun Madan stated he spoke to the south neighbor who would like an opaque fence and consents to any tree removal required as a result of moving the driveway condition.
- The Chair asked if anyone in the gallery wished to speak to the application.
- Patricia Flaming, of 30 Brock Road N, stated she is concerned for the side yard reduction from 3 metres to 1 metre. Trees along the property have died due to the hard pack from the development and laneway. The original development required buffering and screening that was never completed.
- Kelly Patzer noted the application will be subject to Site Plan Approval and appropriate landscaping and screening will be a requirement between the commercial and residential properties.
- Ken Roth questioned how the addition would be compatible with the neighbouring properties.
- Nipun Madan noted that Patricia Flaming and he did meet to review the development proposal. The laneway will be moved to the other side of the property and the new addition will provide her with a consistent, aesthetically pleasing structure beside her property and will not have any windows and noted the neighbour to the south did not have objections.
- Dianne Paron asked about the hard surface and how it affected the trees.
- Nipun Madan indicated it was from the existing development and was unsure how the addition would affect any existing landscaping.
- Karen Landry noted that the condition should be altered to state that the owner shall apply for and obtain Site Plan Approval and enter into a Site Plan Agreement with the Township by a date no later than August 31, 2017.
- Dr. Nipun Madan agreed to the condition.
- There were no further questions or comments.

Moved by Ken Roth and Seconded by Dianne Paron,

In the matter of Section 45 (1) of the Planning Act, as amended, and Comprehensive Zoning By-law 19/85 as amended, and an application for a minor variance requesting permission to allow:

1. A 1 metre side yard setback between the rear of the proposed addition and the north lot line, whereas Section 11.3(c), Hamlet Commercial Zone, Zone Requirements, of the by-law, requires a minimum interior side yard of 3 metres where an interior side yard abuts a lot in a zone other than a C1 Zone.
2. A maximum floor area of 353 square metres, whereas Section 11(4.f(ii)), Hamlet Commercial (C1-6 – Medical Office) Zone, of the by-law allows a maximum floor area of 220 square metres.

The request is hereby Approved with the Following Conditions:

1. The owner/applicant shall obtain Site Plan Approval and enter into a Site Plan Agreement with the Township of Puslinch by a date no later than August 31, 2017.
2. The one metre side yard setback shall apply to the north lot line only
3. The proposed addition shall be no greater than 99 m<sup>2</sup>.

CARRIED

4(b) **Minor Variance Application D13/TOD Kelli P. Todd – Property described as Plan 386, Part Lot 3 & 12, 5 Eagle Lane, Township of Puslinch.**

Requesting relief from provisions of Zoning By-Law #19/85, as amended, to allow:

1. A 13.65 +/- metre setback from the Natural Environment Zone for a proposed deck
2. A 17.549+/- metre setback from the Natural Environment Zone for a proposed dwelling
3. A 1.7 metre +/- side yard setback for a dwelling with no attached garage on the south side of the property for a deck and covered entry porch.
  - Kelly Patzer summarized the application, stating requested relief #1 is not required as the minimum setback for accessory structures, including decks, is 3 metres from the Natural Environment Zone.
  - Kelly Patzer noted that the Building Department objected to the side yard reduction for the reason being that when there is not an attached garage, the side yard is used for parking. A plan was given to Township Staff detailing where designated parking would be located, addressing the Building Departments concern. Township Staff have no objection to the approval of the application. No objections were received from circulated public.
  - Kelly Patzer noted the application would be subject to the condition that the requested 1.7 metre side yard setback would apply to only the balcony that extends to grade and the covered porch on the south side lot line.
  - Kevin Crozier, agent for the application, indicated the existing cottage built in 1952 and deck is closer to the lake than what is proposed. The owner is rebuilding a home and moving it back from its existing footprint, which now has a 0.845 metre existing setback on the north side lot line. The proposed new house will meet the required side yard setback on the north side yard. The new house will have a better septic than the existing holding tank which is currently located closer to the lake. There will be a drilled well versus the current shallow well.
  - Kevin Crozier noted the GRCA has no objection to the application.
  - No one in gallery wished to speak to the application.
  - John Sepulis asked if the new well and septic locations met the distance requirements under the Ontario Building Code
  - Kevin Cozier stated that the proposed locations met the minimum setback distances under the OBC.
  - There were no further questions or comments.

Moved by Dennis O'Connor and Seconded by Dianne Paron,

In the matter of Section 45 (1) of the *Planning Act*, as amended, and Comprehensive Zoning By-law 19/85 as amended, and an application for a minor variance requesting permission to allow:

1. A 17.549+/- metre setback from the Natural Environment Zone for a proposed dwelling, whereas Section 3(25.a)of the by-law, Setbacks from the Natural Environment Zone, requires a 30 metre setback for a dwelling from the Natural Environment Zone
2. A 1.7 metre +/- side yard width for a dwelling with no attached garage on the south side of the property for a deck and covered entry porch whereas Section

7.3d) Resort Residential Zone, requires an interior side yard width (minimum) of 3 m on one side and 2 m on the other side when there is not a private garage attached to a single detached dwelling.

The request is hereby Approved with the Following Conditions:

1. The 1.7 metre side yard setback applies to only the balcony that extends to grade and the covered porch on the south side lot line.

CARRIED

**4(c) Minor Variance Application D13/REI – Reid’s Heritage Homes** – Property described as Concession 2, Part Lot 11, 6765 Wellington Road 34, Township of Puslinch.

Requesting relief from provisions of Zoning By-Law #19/85, as amended, to allow for a minimum lot frontage of 55.0 metres (180.5 ft).

- Kelly Patzer summarized the application, noting it is related to a County of Wellington severance application, to sever three lots that inadvertently merged on title. The proposed frontage is what had previously existed prior to the lots merging to one. Township Staff have no objection to the approval of the application and no objections were received from circulated public.
- Matthew Robson of Reid’s heritage Homes, agent for the application stated that the properties merged on title after inadvertently being held under the same ownership. There is no new development proposed and the severance and minor variance are to recognize original lot lines.
- There were no questions or comments from the gallery or the Committee

Moved by Dennis O’Connor and Seconded by Ken Roth,

In the matter of Section 45 (1) of the Planning Act, as amended, and Comprehensive Zoning By-law 19/85 as amended, and an application for a minor variance requesting permission to allow:

1. A minimum lot frontage of 55.0 (180.5 feet), whereas Section 5.3(b), Agricultural Zone, Zone Requirements of the by-law, requires a minimum lot frontage of 121.9 metres for properties greater than 4.0 hectares in area.

CARRIED

**4(d) Minor Variance Application D13/REI – Reid’s Heritage Homes** – Property described as Concession 2, Part Lot 13, 6815 Wellington Road 34, Township of Puslinch.

Requesting relief from provisions of Zoning By-Law #19/85, as amended, to allow to for a minimum lot frontage of 24.0 metres (78.7ft).

- Kelly Patzer noted the purpose of the application is the same as the previous application, to sever the merged parcel back to the three lots.
- Matthew Robson stated there was no further information or comments to be made for this application.
- There were no questions or comments from the gallery or Committee

Moved by Dennis O’Connor and Seconded by Dianne Paron,

In the matter of Section 45 (1) of the *Planning Act*, as amended, and Comprehensive Zoning By-law 19/85 as amended, and an application for a minor variance requesting permission to allow:

1. A minimum lot frontage of 24.0 metres (78.7 feet), whereas Section 5.3(b), Agricultural Zone, Zone Requirements of the by-law, requires a minimum lot frontage of 121.9 metres for properties greater than 4.0 hectares in area.

CARRIED

**5. ADJOURNMENT**

- The Committee of Adjustment meeting adjourned at 7:44 p.m.



## **MINUTES**

### **MEMBERS PRESENT**

Councillor Stokley, Chair  
Tom Jefferson, Vice-Chair  
Daina Makinson  
Nichole Caswell  
June Williams

### **MEMBERS ABSENT**

None.

### **TOWNSHIP STAFF**

Donna Tremblay, Deputy Clerk

#### **1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

#### **2. DISCLOSURE OF PECUNIARY INTEREST**

Ms. Daina Makinson made a disclosure of pecuniary interest with respect to Agenda Item 4 – Delegations/Presentations as she an associate of Puslinch Today. Ms. Makinson removed herself from the table and did not partake in any discussions or voting on these matters.

#### **3. APPROVAL OF MINUTES**

a) June 16, 2015 – Regular Meeting

Daina Makinson indicated that the draft Minutes incorrectly indicated that she was present at the June 16, 2015 meeting and requested that the Minutes be corrected to indicate she was absent.

Moved by Nichole Caswell and then Seconded by Tom Jefferson **REC-2015-23**

That the Minutes of the Recreation Committee meeting dated June 16, 2015 be adopted, as amended.

**CARRIED**

#### **4. DELEGATIONS/PRESENTATIONS**

Mr. Kevin Johnson – regarding Puslinch Today

Mr. Johnson and Ms. Makinson made a presentation to the Committee which included information regarding the contents of their new website Puslinch Today. Mr. Johnson provided a demonstration of the content items contained on the website and provided information to the Committee on opportunities for promotion of recreation facilities and event to be held at the Township facilities.

The Committee thanked Mr. Johnson for the information presented this evening and information for promotion for recreation activities with the Township.



Moved by Tom Jefferson and then Seconded by Nichole Caswell **REC-2015-24**

That the Committee receive the delegation from Kevin Johnson and Daina Makinson regarding the Puslinch Today website.

**CARRIED**

## **5. REGULAR BUSINESS**

### **2015 Recreation Committee – Work Plan**

1. Evergreen Seniors Community Centre – Verbal Update – Councillor Wayne Stokley, Chair – Meeting with Wendy Kornelsen, Manager of Senior Services

Councillor Stokley advised that he had a meeting with Wendy Kornelsen Manger of Senior Services at Evergreen Senior’s Centre. Councillor Stokley advised Ms. Kornelsen, along the meeting was not as productive as he had anticipated, he was provided with information and a contact at the Guelph Wellington Seniors Association (GWSA). Councillor Stokley advised that the GWSA is run by a group of volunteers who provide programs for seniors. The Association presently runs program at the Evergreen Seniors Centre and the Northern part of Wellington County. Councillor Stokley inquired as to whether the Committee would like him to reach out to the GWSA to set up a meeting to seek out their interest in providing programs and activities for Puslinch Seniors at the Township’s facilities.

The Committee agreed that it was an option that should be explored.

Councillor Stokley advised that he would set up a meeting with the group and report back to the Committee on the results.

2. YMCA/YWCA – Meeting with Linda Killough, YMCA/YWCA Program Manager – Future Program Opportunities – Verbal Update, Donna Tremblay, Deputy Clerk

Donna Tremblay advised the Committee that a very positive meeting had taken place with the YMCA/YWCA of Guelph/Wellington to seek out their interest in providing further activities in addition to the Summer Camp at the Puslinch Community Centre. The YMCA/YWCA has expressed interest in further use of the township’s facilities. Ms. Tremblay indicated that a further meeting would be set with the YMCA/YWCA to explore these options and would report back to the Committee.

3. Wellington Dufferin Guelph in Motion – Verbal Update, Donna Tremblay, Deputy Clerk

Donna Tremblay advised that she had spoken with Paola Hohenadel, Chair of the Wellington Dufferin Children and Youth In Motion Committee. Ms. Hohenadel had indicated to her that at the present time she believed that the Committee may be facing a restructuring and that contact should be made in the fall. Ms. Tremblay indicated that she would attempt to reach Ms. Hohenadel in the fall for an update.

### **Optimist Recreation Centre & Parks Updates**

4. Morriston Meadows Playground Area – Verbal Update from Don Creed, Director of Public Works

Don Creed, Director of Public Works, advised that all three playground areas have been tilled and will be put on a regular maintenance schedule.



5. Duff's Presbyterian Church – Introductory Zumba Class at the Optimist Recreation Centre Gymnasium – Verbal Update, Donna Tremblay

Donna Tremblay, Deputy Clerk, advised the Committee that in May, 2015 Duff's made a request to Council to use the Optimist Recreation Centre for a Zumba Class to be held on Mondays from 1 pm to 2 pm and Tuesdays from 7 pm to 8 pm for the month of June

6. 2016 Proposed User Fees

1. 2016 Proposed User Fees

- a) 2016 Proposed Puslinch Community Centre User Fees;
- b) 2016 Proposed Optimist Recreation Centre User Fees;

Mary Hasan, Director of Finance/Treasurer made a presentation to the Committee with respect to the proposed 2016 Proposed User Fees for the Puslinch Community Centre and Optimist Recreation Centre.

Ms. Hasan advised that staff are not recommending any increases to the proposed User fees and are recommending an hourly rate for the Archie MacRobbie hall in addition to the minimum 4 hour rental rate.

2. Report FIN-2015-027 – Grant Application Policy and Fee Waiver Policy

Ms. Hasan provided the Committee with a summary of the proposed Policy. Ms. Hasan advised the Committee that a Public Meeting will be held at the Puslinch Community Centre on Thursday, September 17, 2015 at 7:00 p.m. with respect to the draft policies.

Moved by Tom Jefferson and then Seconded by Nichole Jefferson **REC-2015-25**

That the Committee receive the presentation from Ms. Mary Hasan, Director of Finance/Treasurer regarding the:

- a) 2016 Proposed Puslinch Community Centre User Fees;
- b) 2016 Proposed Optimist Recreation Centre User Fees; and

That the Committee approves staff's recommendations with respect to fee increases for the Puslinch Community Center and Optimist Recreation Centre.

**CARRIED**

7. **FINANCIAL REPORTS**

1. **Revenue and Expenses**

**June 2015**

- a) Parkland
- b) Optimist Recreation Centre
- c) Puslinch Community Centre

Moved by June Williams and then Seconded by Daina Makinson **REC-2015-26**

That the Recreation Committee receive the following:

Revenue and Expenses June 2015

- a) Parkland
- b) Optimist Recreation Centre
- c) Puslinch Community Centre

**CARRIED**



## 2. Revenue Summaries

- a) Yearly Revenue Comparison – Community Centre/Optimist Recreation Centre

Moved by Daina Makinson and then Seconded by June Williams **REC-2015-27**

That the Recreation Committee receive the Yearly Revenue Comparison – Puslinch Community Centre/Optimist Recreation Centre.

**CARRIED**

## 8. CLOSED MEETING

None.

## 9. ADJOURNMENT

Moved by June Williams and then Seconded by Daina Makinson **REC-2015-28**

The Recreation Committee Meeting hereby adjourns at 8:38 p.m.

**CARRIED**

## 10. NEXT MEETING

Tuesday, September 15, 2015 at 7:00 p.m. in the Council Chambers.

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NUMBER XX/15**

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

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

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

1. That Schedule 'A' of By-law 19/85 is hereby amended by rezoning Part of Lot 13, Concession 4, from AGRICULTURAL (A) ZONE to the **EXTRACTIVE (EXI) ZONE**, as shown on Schedule "A" of this By-law
  
2. This By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ THREE TIMES AND FINALLY PASSED IN OPEN COUNCIL THIS 7<sup>TH</sup> DAY OF OCTOBER, 2015.

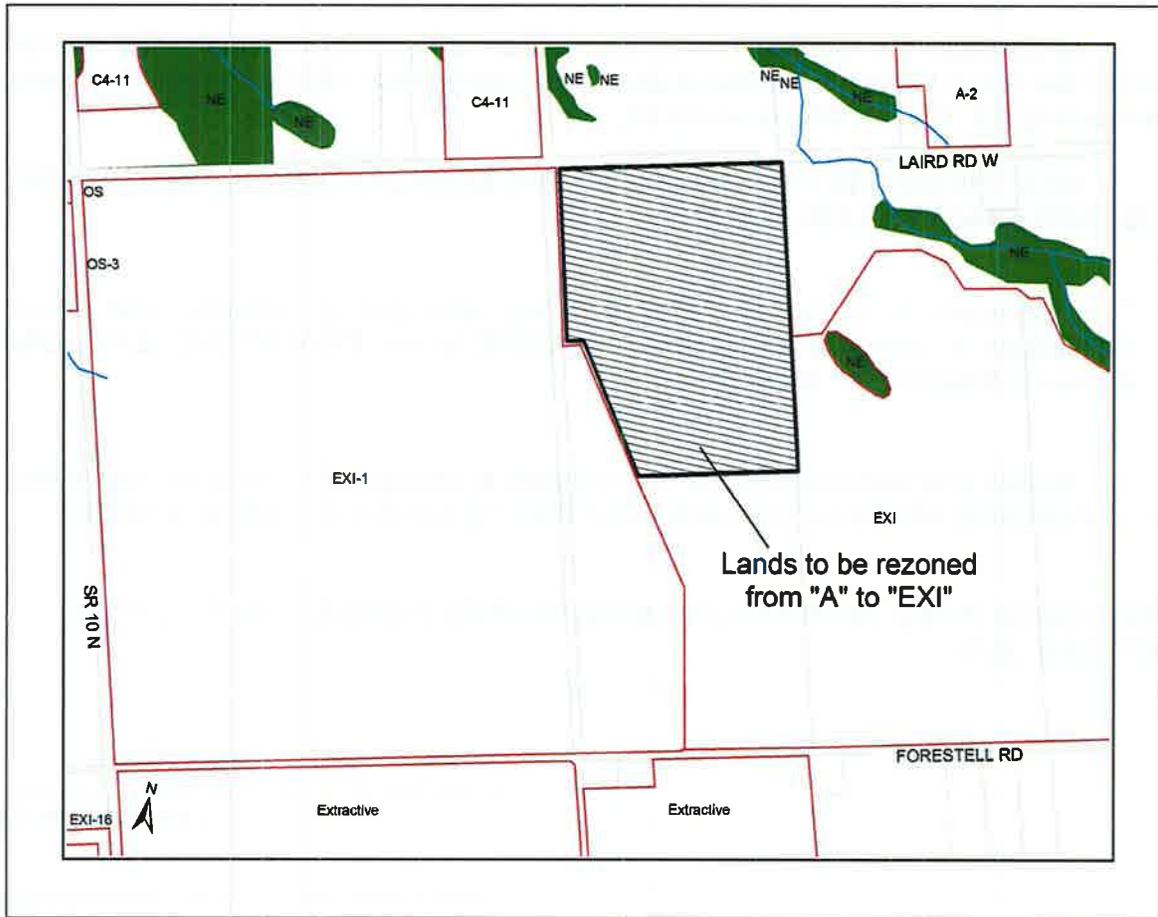
\_\_\_\_\_  
Dennis Lever, Mayor

\_\_\_\_\_  
Karen Landry, CAO/Clerk

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NO. XX/15**

**SCHEDULE "A"**



This is Schedule "A" to By-law No. XX/15

Passed this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**EXPLANATION OF BY-LAW NO. XX/15**

By-law Number 54/15 amends the Township of Puslinch Zoning By-law 19/85 by rezoning Part of Lot 13, Concession 4 from Agricultural (A) Zone to EXTRACTIVE (EXI) ZONE as identified on Schedule "A" of this By-law.

The purpose of the amendment is to allow for the expansion of the Puslinch Pit by approximately 19.5 hectares (48 acres). The subject land and the adjacent gravel pit is owned and operated by Cox Construction Limited. Below water extraction is permitted on the existing Puslinch Pit and is planned for the expansion area.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER XX/15

BEING A BY-LAW TO AUTHORIZE THE ENTERING INTO OF A  
SITE PLAN AGREEMENT WITH  
1471352 ONTARIO INC.

**WHEREAS** the *Planning Act*, R.S.O. 1990, P.15, as amended, authorizes the entering into of agreements to ensure that development proceeds in accordance with approved plans and drawings;

**AND WHEREAS** the *Planning Act*, R.S.O. 1990, c.P13, authorizes the entering into of agreements to ensure the provision of any and all facilities, works or maters and maintenance;

**AND WHEREAS** Council for the Corporation of the Township of Puslinch deems it expedient to enter into a Site Plan Agreement with 1471352 Ontario Inc.;

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

1. **THAT** the Corporation of the Township of Puslinch enter into a Site Plan Agreement with 1471352 Ontario Inc. for the lands described as Plan 684, Part Lot 12, RP 61R4192, Parts 1 & 3, municipally known as 38 Winer Road, Township of Puslinch .
2. **THAT** the Mayor and Clerk are hereby authorized to execute the said Site Plan Agreement.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7th DAY OF October 2015.**

\_\_\_\_\_  
Dennis Lever, Mayor

\_\_\_\_\_  
Karen Landry, CAO/Clerk