



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 3, 2023 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE PUSLINCH COMMUNITY CENTRE –
23 BROCK RD S, PUSLINCH

6. Consent Agenda ≠

- 6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings:
 - 6.1.1 April 12, 2023 Council Meeting Minutes
 - 6.1.2 March 14, 2023 Committee of Adjustment Meeting Minutes
 - 6.1.3 March 14, 2023 Planning and Development Advisory Committee Meeting Minutes
- 6.2 County of Wellington - Spring Clean-Up Events
- 6.3 County of Wellington - Approval to amend a municipality's official plan - Environmental Registry of Ontario
- 6.4 City of Guelph - Notice of Application - Draft Plan of Condominium
- 6.5 Dufferin Aggregates - Monthly Monitoring Report - Mill Creek Pit - License 5738
- 6.6 Ontario Association of Sewage Industry Services
- 6.7 Town of Cobourg - Support Resolution for Essex Regarding Retaining Surplus Proceeds from Tax Sales
- 6.8 Town of Greater Napanee - Support Resolution for Town of Essex - Retaining Surplus Proceeds from Tax Sales
- 6.9 Municipality of Magnetawan - Support Resolution for Essex - Retaining Surplus Proceeds from Tax Sales
- 6.10 Town of Cobourg - Support for the of Town of Plympton-Wyoming Regarding Reducing Municipal Insurance Costs
- 6.11 Township of Perry - Resolution of Support - Bill 5 Stopping Harassment and Abuse by Local Leaders Act
- 6.12 Municipality of Magnetawan - Support Bill 5 - Stopping Harassment and Abuse by Local Leaders Act
- 6.13 Township of Carlow/Mayo - Stopping Harassment and Abuse by Local Leaders
- 6.14 City of Port Colborne - Support Resolution - Municipality of Trent Lakes Regarding Oath of Office
- 6.15 City of Port Colborne - Support Town of Grimsby - Changes to the Municipal Heritage Register
- 6.16 Northumberland County - AMO's Call to Action on Housing and Homelessness
- 6.17 City of Port Colborne - Support Municipality of North Perth - School Bus Stop Arm Cameras
- 6.18 Municipality of South Huron - Support for School Bus Stop Arm Camera
- 6.19 News Alert Ontario Launches New Interactive High-Speed Internet Map

7. Delegations ≠

- 7.1 Specific Interest (Items Listed on the Meeting Agenda)
 - 7.1.1 None



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7.2 General Interest (Items Not Previously Listed on the Meeting Agenda)

7.2.1 None

8. **Public Meetings**

8.1 May 31, 2023 at 6:00 p.m. Open House held at 23 Brock Rd S. in-person and by electronic participation through Zoom regarding the following matter:

Heritage Designation Process Open House

9. **Reports ≠**

9.1 **Puslinch Fire and Rescue Services**

9.1.1 None

9.2 **Finance Department**

9.2.1 Report FIN-2023-015 - 2022 Development Charges ≠

9.2.2 Report FIN-2023-018 - Treasurer's Investment Report for 2022 ≠

9.2.3 Report FIN-2023-019 - 2022 Lease Financing Agreement Summary Report ≠

9.3 **Administration Department**

9.3.1 Report ADM-2023-021 - Proposed Legislation RE ERO Postings ≠

9.4 **Planning and Building Department**

9.4.1 Report BLD-2023-002 - Report for Council (Q1 2023) ≠

9.4.2 Report PD-2023-002 - Zoning By-law Amendment Application (D14/WDD)
Request for Council to deem the application complete/incomplete ≠

9.4.3 Report PD-2023-003 - Zoning By-law Amendment Application (D14/AZI),
Request for Council to deem the application complete/incomplete ≠

9.5 **Emergency Management**

9.5.1 None

9.6 **Roads and Parks Department**

9.6.1 None

9.7 **Recreation Department**

9.7.1 Report REC-2023-001 - Tender Results for Park Improvements ≠

9.7.2 Report REC-2023-002 - Roller Skating Free Drop-in Time at the ORC ≠

10. **Correspondence ≠**

10.1 County of Wellington Resolution regarding County Official Plan Review – Agricultural System Mapping and Policy Review ≠

11. **Council reports ≠**

11.1 Mayor' Updates



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11.2 Council Member Reports (verbal or written updates from members who sit on boards/committees)

12. **By-laws ≠**

12.1 First, Second and Third Reading

12.1.1 None

13. **Announcements**

None

14. **Closed Session – Pursuant to Section 239 of the Municipal Act, 2001**

14.1 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – human resource matter;

14.2 Confidential report prepared by staff regarding a proposed or pending acquisition or disposition of land by the municipality – proposed disposition of Township road allowances;

14.3 Confidential report prepared by staff regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Ontario Divisional Court Decision - MPAC et al v County of Wellington;

14.4 Confidential report prepared by staff regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Extension agreement for tax arrears payment;

14.5 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – Township planning services;

14.6 Confidential verbal report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Planning Act application processes

14.7 Confidential minutes from previous closed meetings:

14.7.1 February 8, 2023 First Closed Meeting Minutes

14.7.2 February 8, 2023 Second Closed Meeting Minutes

14.7.3 March 1, 2023 Closed Meeting Minutes

14.7.4 March 22, 2023 First Closed Meeting Minutes

14.7.5 March 22, 2023 Second Closed Meeting Minutes

14.7.6 April 12, 2023 First Closed Meeting Minutes

14.7.7 April 12, 2023 Second Closed Meeting Minutes

15. **Business Arising from Closed Session**

16. **Notice of Motion**



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17. **New Business**
18. **Confirmatory By-law ≠**
18.1 BL2023-023 Confirm By-law – May 3, 2023 ≠
19. **Adjournment ≠**



MINUTES

DATE: April 12, 2023

CLOSED MEETING: Directly following section 13
Announcements

COUNCIL MEETING: 9:00 A.M.

The April 12, 2023 Council Meeting was held on the above date and called to order at 9:00 a.m. via electronic participation and in-person at 23 Brock Rd S, Puslinch.

1. **CALL THE MEETING TO ORDER**

2. **ROLL CALL**

ATTENDANCE:

Councillor Sara Bailey
Councillor Russel Hurst
Councillor Jessica Goyda
Councillor John Sepulis
Mayor James Seeley

STAFF IN ATTENDANCE:

1. Glenn Schwendinger, CAO - absent
2. Mike Fowler, Director of Public Works, Parks and Facilities
3. Mary Hasan, Director of Finance/Treasurer
4. Courtenay Hoytfox, Municipal Clerk
5. Justine Brotherston, Deputy Clerk
6. Mirela Oltean, Deputy Treasurer
7. Andrew Hartholt, CBO

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2023-110:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council approves the April 12, 2023 Agenda as circulated; and

That Council approves the additions to the agenda as follows:

Consent Item 6.1.5 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the April 12, 2023 Council agenda;

Consent Item 6.29 ERO 019-6813 Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument;

Consent Item 6.30 ERO 019-6821 Proposed Planning Act, City of Toronto Act, 2006, and Ministry of Municipal Affairs and Housing Act Changes; and

Consent Item 6.31 ERO 019-6822 Site Plan for Residential Developments of 10 or Fewer Units – Two Proposed new Minister’s Regulations under the Planning Act and the City of Toronto Act, 2006.

CARRIED

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

Mayor Seeley declared a potential pecuniary interest related to item 14.1 as I was previously employed by the Township.

6. CONSENT AGENDA

6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings:

6.1.1 March 22, 2023 Council Meeting Minutes

6.1.2 March 22, 2023 Public Information Meeting Minutes

6.1.3 February 14, 2023 Committee of Adjustment Meeting Minutes

6.1.4 February 14, 2023 Planning and Development Advisory Committee Meeting Minutes

6.1.5 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the April 12, 2023 Council agenda

6.2 Grand River Conservation Authority - March General Membership Meeting

6.3 Grand River Conservation Authority - General Membership Meeting - Inventory of Programs and Services and Progress Report

6.4 Grand River Conservation Authority - Update on Programs and Services – Ontario Regulation 596-22

6.5 City of Guelph - Notice of Decision Meeting - Comprehensive Zoning Bylaw and Companion Official Plan Amendment

6.6 City of Cambridge - Barriers for Women in Politics

6.7 City of Welland - Barriers for Women in Politics

6.8 Township of Lucan Biddulph - Barriers for Women in Politics

6.9 Town of Plympton-Wyoming - Support Resolution for Grimsby, Barriers for Women in Politics

6.10 Town of Plympton-Wyoming – Stopping Harassment and Abuse by Local Leaders Act

6.11 Town of Plympton-Wyoming - Support Resolution for Carleton Place - Declaring Intimate Partner Violence and Violence Against Women An Epidemic

6.12 Town of Essex - Respecting Declarations of Emergency of Homelessness, Mental Health and Opioid Addiction

6.13 Municipality of North Perth - School Bus Stop Arm Cameras

6.14 Township of Howick - School Bus Arm Sign Cameras

6.15 Municipality of Wawa - Resolution Supporting the Municipality of Chatham-Kent - Reducing Municipal Insurance Cost

6.16 The Town of Greater Napanee - Reducing Municipal Insurance Costs

6.17 Town of Plympton-Wyoming - Reducing Municipal Insurance Costs

6.18 Municipality of South Huron - Resolution of Support for Huron County Regarding the Cannabis Act

6.19 Municipality of West Perth - Cannabis Act Review

6.20 The Town of Greater Napanee - Support Huron County's Call for Cannabis Act Review

6.21 Western Ontario Wardens' Caucus - Support Huron County Cannabis Act Review

6.22 Town of Fort Frances - Support to Town of Petrolia Regarding School Board Elections

6.23 Township of Lucan Biddulph - Future Accuracy of the Permanent Register of Electors

6.24 Town of Plympton-Wyoming - Support Resolution for Ashfield-Colbourne-Wawanosh, Accurate Voters List

6.25 Town of Essex - Short-Term Rental Tax Classification

6.26 Town of Essex - The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

6.27 Town of Plympton-Wyoming - Municipalities Retaining Surplus Proceeds from Tax Sales

6.28 Township of Howick - Support for CN Railway Contribution Requirements

6.29 ERO 019-6813 Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument



6.30 ERO 019-6821 Proposed Planning Act, City of Toronto Act, 2006, and Ministry of Municipal Affairs and Housing Act Changes

6.31 ERO 019-6822 Site Plan for Residential Developments of 10 or Fewer Units – Two Proposed new Minister’s Regulations under the Planning Act and the City of Toronto Act, 2006.

Resolution No. 2023-111:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That the Consent Agenda items with the exception of items 6.13, 6.25, 6.26, 6.29, 6.30, and 6.31 listed for APRIL 12, 2023 Council meeting be received for information.

CARRIED

Resolution No. 2023-112:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council receive the consent item 6.13 listed on the April 12, 2023 agenda regarding the request for School Bus Stop Arm Cameras; and

Whereas the Township of Puslinch Council shares similar concerns as outlined in the Council Resolution prepared by the Municipality of North Perth;

Be it resolved that Council of the Township of Puslinch endorse the resolution received from the Municipality of North Perth and direct the Clerk to draft an endorsement letter to be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties and all municipalities of Ontario; and

That Council direct staff to forward the consent item to the OPP for comment and report back to Council for consideration.

CARRIED

Resolution No. 2023-113:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receive the consent item 6.25 listed on the April 12, 2023 agenda; and

Whereas the Township of Puslinch Council is preparing a Short Term Accommodation Licensing By-law as part of the 2023 Corporate Workplan;

Therefore,

That Council direct staff to include tax classification for short-term rentals in this process and reporting when it is presented to Council for consideration.

CARRIED

Resolution No. 2023-114:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council receive the consent item 6.26 listed on the April 12, 2023 agenda; and

That Council direct staff to forward the consent item to RealTax to obtain their input and that staff report back to Council on this matter when the information is available.



CARRIED

Resolution No. 2023-115:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

**That Council receive the consent item 6.29, 6.30, and 6.31 listed on the April 12, 2023 agenda;
and**

**That Council direct staff at their discretion engage an independent planner and report back at
the May 3, 2023 Council meeting regarding applicability of the proposed changes for the
Township for Council's consideration.**

CARRIED

7. DELEGATIONS:

(a) Specific Interest (Items Listed on the Meeting Agenda)

7.1.1 None

7.2 General Interest (Items Not Previously Listed on the Meeting Agenda)

7.2.1 **10:05 AM Delegation by Paul Roberts regarding water level concerns
related to Aberfoyle Pit #2 ≠**

Resolution No. 2023-116:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

**That Council receives the Delegation by Paul Roberts regarding water level concerns related to
Aberfoyle Pit #2; and**

**That Council direct staff to forward the delegation material to the Township Hydrogeologist to
include in the review of the 2022 Annual Monitoring report for the pit for Council's
consideration; and**

**That Council direct staff to request an update report based on the site visit that the Township
Hydrogeologist attended with the pit operator; and**

**That Council direct staff to request that Kevin Mitchell from Dufferin attend the May 3, 2023
Council meeting to address the concerns raised by the delegate and the ARA license site notes,
specially the site notes regarding the triggering mechanism during a drought.**

CARRIED

8. PUBLIC MEETINGS:

Public Meetings - April 18, 2023 at 6:00 p.m. Open House and Public Information Meeting regarding
128 Brock Road South Zoning Amendment Application.

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department



9.2.1 Report FIN-2023-013 - Audited Financial Statements for the year ended December 31, 2022

Resolution No. 2023-117:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

THAT Report FIN-2023-013 entitled Audited Financial Statements for the year ended December 31, 2022 be received; and

THAT Council receives the presentation by Murray Short of RLB LLP regarding the 2022 Township of Puslinch Financial Statements; and

That Council approves the following documents from RLB LLP:

- a.) **Audit Report to the Members of Council dated April 12, 2023;**
- b.) **Financial statements for the year ended December 31, 2022.**

CARRIED

9.2.2 Report FIN-2023-014 - Temporary Borrowing By-law

Resolution No. 2023-118:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

THAT Report FIN-2023-014 regarding the 2023 Temporary Borrowing By-law be received; and

THAT Council give 3 readings to By-law No. 2023-019 being a by-law authorizing external temporary borrowings of \$1,500,000 in 2023.

CARRIED

9.3 Administration Department

9.3.1 Verbal Report and On-Site visit at 128 Brock Road South at 9:15 AM regarding the Zoning Amendment Application

Resolution No. 2023-119:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receive the Verbal Report and On-Site visit at 128 Brock Road South at 9:15 AM regarding the Zoning Amendment Application for information.

CARRIED

9.3.2 Report ADM-2023-017 – Animal Control Services - Cambridge & District Humane Society

Resolution No. 2023-120:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receives report ADM-2023-017 regarding the Proposed Animal Control Services Agreement – Cambridge & District Humane Society; and

That Council give three readings to By-law No. 2023-020 being a By-law to authorize the Mayor and Clerk to sign the required contract documents.



CARRIED

9.3.3 Report ADM-2023-018 – Human Resources Shared Services Contract

Resolution No. 2023-121: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receives report ADM-2023-018 regarding the Human Resources Services Agreement; and

That Council give three readings to By-law No. 2023-021 being a By-law to authorize the Mayor and Clerk to sign the required contract documents.

CARRIED

9.3.4 Report ADM-2023-019 – Proposed Council Code of Conduct and Complaint Protocol

Resolution No. 2023-122: Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receives report ADM-2023-019 regarding the Proposed Council Code of Conduct and Complaint Protocol; and

That Council adopts the Code of Conduct and Complaint Protocol for Members of Council and local boards.

CARRIED

9.4 Planning and Building Department

9.4.1 None

9.5 Emergency Management

9.5.1 None

9.6 Roads and Parks Department

9.6.1 None

9.7 Recreation Department

9.7.1 None

10. CORRESPONDENCE:

10.1 County of Wellington Response to Township Council Resolution regarding Lake Road Reconstruction and Project Details and Speed Limit Changes

Resolution No. 2023-123: Moved by Councillor Sepulis and
Seconded by Councillor Goyda



That Council receives the correspondence item 10.1 regarding the County of Wellington Response to Township Council Resolution regarding Lake Road Reconstruction and Project Details and Speed Limit Changes; and

That Council direct staff to resubmit the Council resolution from the March 1, 2023 meeting to the County Roads Committee for consideration at the September 2023 Committee meeting; and

That Council direct staff to request clarification from the Police Service Board regarding how speed changes and enforcement will take place.

CARRIED

10.2 County of Wellington Joint Accessibility Advisory Committee letter to member Municipalities and Terms of Reference

Resolution No. 2023-124:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council receives the correspondence item 10.2 regarding the County of Wellington Joint Accessibility Advisory Committee letter to member Municipalities and the Committee Terms of Reference; and

Whereas the Township of Puslinch Council supports the changes outlined in the covering letter and the Joint Accessibility Advisory Committee Terms of Reference;

That the Township of Puslinch Council adopts the Terms of Reference as presented; and

That Council direct staff to forward this resolution to the County Clerk for their records and information.

CARRIED

10.3 Pit License No. 62528 Neubauer Pit 2022 Annual Water Monitoring Report and peer review prepared by Harden Environmental

Resolution No. 2023-125:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receives the correspondence item 10.3 regarding the Pit License No. 62528 Neubauer Pit 2022 Annual Water Monitoring Report and peer review prepared by Harden Environmental; and

That Council directs staff to forward Harden's report to the pit operator for a response and comments.

CARRIED

10.4 Pit License No. 17600 PQA Mast Pit 2022 Annual Water Monitoring Report and peer review prepared by Harden Environmental

Resolution No. 2023-126:

Moved by Councillor Bailey and
Seconded by Councillor Hurst



That Council receives the correspondence item 10.4 regarding the Pit License No. 17600 PQA Mast Pit 2022 Annual Water Monitoring Report and peer review prepared by Harden Environmental for information.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor' Updates

11.1.1 Mayor Seeley gave an update on the upcoming spring clean-up day being the second weekend of May.

11.2 Council Member Reports

11.2.1 None

Resolution No. 2023-127:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That Council receive the Mayors and Council member updates for information; and

That Council direct staff to send notice to the MECP requesting that the litter on the roadside of the 401 be cleaned up in accordance with the Ministry initiative "Act on Litter Ontario"; and

That this resolution be be circulated to all municipalities in Ontario.

CARRIED

12. BY-LAWS:

12.1.1 BL2023-019 – Being a by-law to authorize the A by-law to authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2023.

12.1.2 BL2023-020 Being a by-law to authorize the entering into an Animal Services Agreement with Cambridge & District Humane Society for animal control services for the Township of Puslinch.

12.1.3 BL2023-021 Being a by-law to authorize the entering into a shared service agreement with the Corporation of the Township of Centre Wellington for Human Resources Services.

Resolution No. 2023-128:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

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

12.1.1 BL2023-019 – Being a by-law to authorize the A by-law to authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2023.

12.1.2 BL2023-020 Being a by-law to authorize the entering into an Animal Services Agreement with Cambridge & District Humane Society for animal control services for the Township of Puslinch.

12.1.3 BL2023-021 Being a by-law to authorize the entering into a shared service agreement with the Corporation of the Township of Centre Wellington for Human Resources Services.

CARRIED

13. ANNOUNCEMENTS:

13.1 Presentation of the Volunteer of the Year Award to the recipient Cameron Tuck.



14. CLOSED SESSION:

Council was in closed session from 12:12 p.m. to 1:27 p.m.

The Clerk stopped the recording and removed all public attendees from the webinar. The webinar was then 'locked' so no new participants are able to join.

Resolution No. 2023-129:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

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

14.2 Confidential verbal report by staff regarding personal matters about an identifiable individual, including municipal or local board employees – human resource matter;

14.3 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – senior of the year nominations.

CARRIED

Resolution No. 2023-130:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

THAT Council moves into open session at 1:27 pm

CARRIED

Council resumed into open session at 1:27 p.m.

Resolution No. 2023-131:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receives the:

14.2 Confidential verbal report by staff regarding personal matters about an identifiable individual, including municipal or local board employees – human resource matter;

14.3 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – senior of the year nominations; and

Whereas an operational need has been identified for additional clerical support in the municipality on a temporary basis relating to a number of 2023 Corporate Workplan items;

That Council authorize staff to retain additional clerical support as required; and

That staff proceed as directed and report back at the May 3, 2023 Council meeting.

CARRIED

Mayor Seeley declared a potential pecuniary of interest related to item 14.1 as I was previously employed by the Township and refrained from all participation in the closed meeting and left the hall. Mayor Seeley passed the Chair to Councillor Sepulis as the alternate Chair.

Council was in closed session from 1:30 p.m. to 1:52 p.m.



Resolution No. 2023-132:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

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

14.1 Confidential report prepared by the Township solicitor regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – human resource matter.

CARRIED

Resolution No. 2023-133:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

THAT Council moves into open session at 1:52 pm

CARRIED

Council resumed into open session at 1:52 p.m.

Resolution No. 2023-134:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

That Council receives the:

14.1 Confidential report prepared by the Township solicitor regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – human resource matter; and

That staff proceed as directed.

CARRIED

15. BUSINESS ARISING FROM CLOSED SESSION:

None

16. NOTICE OF MOTION:

None

17. NEW BUSINESS:

None

18. CONFIRMATORY BY-LAW:

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

Resolution No. 2023-135:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

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

By-Law 2023-022 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 12 day of April 2023.



CARRIED

19. ADJOURNMENT:

Resolution No. 2023-136:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Council hereby adjourns at 1:54 p.m.

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk



MINUTES

DATE: March 14, 2023

The March 14, 2023 Committee of Adjustment Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation and in-person at 23 Brock Rd S, Puslinch.

1. **CALL THE MEETING TO ORDER (OPENING REMARKS)**

2. **ROLL CALL**

ATTENDANCE:

Present:

Councillor John Sepulis, Chair
Paul Sadhra
Chris Pickard
Jeffery Born

Absent:

Dennis O'Connor

STAFF IN ATTENDANCE:

1. Lynne Banks, Secretary/Treasurer
2. Courtenay Hoytfox, Municipal Clerk
3. Joanna Salsberg, Planner, County of Wellington

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2023-013:

Moved by Committee Member Chris Pickard and
Seconded by Committee Member Paul Sadhra

That the Committee approves the March 14, 2023 Agenda as circulated.

CARRIED

5. **DISCLOSURE OF CONFLICT OF INTEREST:**

None

6. **APPROVAL OF MINUTES**

Resolution No. 2023-014:

Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Chris Picard

That the Committee of Adjustment approves the Minutes from the meeting held on February 14, 2023.

CARRIED

7. **APPLICATIONS FOR MINOR VARIANCE OR PERMISSION** under section 45 of the Planning Act to be heard by the Committee this date:

- 7.1 **Minor Variance Application D13-COA – Brian Coady and Angelina DeLeo – 7262 Gore Road, Concession Gore S, Part Lot 29, Township of Puslinch.**



Requesting relief of New Comprehensive Zoning By-Law #23-2018, as amended, from Section 4.4.2 Accessory Buildings and Structures, Table 4.1.

The purpose and effect is to provide relief from:

1. Section 4.4.2, Table 4.1, to permit a shed to be 1.83m from the interior side yard rather than 2m as required.

- Brian Coady, owner of the property, provided an overview of the application.
- There were no questions or comments from the public.
- There were no questions or comments from the Committee.

Resolution No. 2023-015: Moved by Committee Member Chris Pickard and
Seconded by Committee Member Paul Sadhra

THAT Minor Variance Application D13-COA be approved with no conditions.

CARRIED

8. NEW BUSINESS

8.1 Appointment of Acting Chair

Resolution No. 2023-016: Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Jeff Born

THAT the Committee of Adjustment receives the new business item 8.1 for information.

CARRIED

9. ADJOURNMENT:

Resolution No. 2023-017 Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Chris Pickard

That Committee of Adjustment hereby adjourns at 7:16 p.m.

CARRIED



MINUTES

DATE: March 14, 2023

The March 14, 2023 PDAC Meeting was held on the above date and called to order at 7:17 p.m. via electronic participation and in-person at 23 Brock Rd S, Puslinch.

1. **CALL THE MEETING TO ORDER (OPENING REMARKS)**

2. **ROLL CALL**

ATTENDANCE:

PRESENT:

Councillor John Sepulis, Chair
Paul Sadhra
Chris Pickard
Jeffrey Born

ABSENT:

Dennis O'Connor

STAFF IN ATTENDANCE:

1. Lynne Banks, Secretary/Treasurer
2. Courtenay Hoytfox, Municipal Clerk
3. Joanna Salsberg, Planner, County of Wellington

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2023-018:

Moved by Committee Member Jeff Born and
Seconded by Committee Member Paul Sadhra

That the Committee approves the March 14, 2023 Agenda as circulated.

CARRIED

5. **DISCLOSURE OF CONFLICT OF INTEREST:**

None

6. **DELEGATIONS**

None

7. **CONSENT AGENDA**

7.1 APPROVAL OF MINUTES

7.1.1 February 14, 2023

Resolution No. 2023-019:

Moved by Committee Member Chris Pickard and
Seconded by Committee Member Paul Sadhra

That the Planning and Development Advisory Committee approves the Minutes from the meeting held February 14, 2023.

CARRIED



7.2 OTHER CONSENT ITEMS

None

8. NOTICE OF PUBLIC MEETINGS/HEARINGS

None

9. LAND DIVISION (CONSENTS)

9.1 LAND DIVISION (CONSENTS)

9.1.1 Severance application B13-23 (D10-MAS) – Christine and Gary Mason – Part Lot 20, Concession 4, municipally known as 4668 Sideroad 20 N, Township of Puslinch.

Proposed severance is 65.4m fr x 65m = 0.43 hectares, vacant land for proposed rural residential use.

Retained parcel is 7.2 hectares with 341m frontage, existing and proposed agricultural use with existing dwelling, barn and pool.

Resolution No. 2023-020:

Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Jeff Born

That the Committee supports Severance Application B13-23 subject to the following conditions:

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
2. That the Owner obtain zoning compliance for the reduced lot frontage for the retained parcel to the satisfaction of the Township; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

CARRIED

9.2 ZONING BY-LAW AMENDMENT APPLICATIONS

None

10. CORRESPONDENCE

None

11. NEW BUSINESS

None

12. ADJOURNMENT:

13. Resolution No. 2023-021:

Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Chris Pickard

That the Planning and Development Advisory Committee hereby adjourns at 7:26 p.m.

CARRIED



COUNTY OF WELLINGTON

OFFICE OF THE COUNTY ENGINEER
ADMINISTRATION CENTRE
T 519.837.2601
F 519.837.8138

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

April 11, 2023

Mayor James Seeley
Township of Puslinch
7404 Wellington Rd 34
Aberfoyle ON, N0B 2J0

Dear Mayor Seeley,

Through the Solid Waste Services Strategy, a commitment was made in April 2018 to extend an offer to support municipally organized roadside clean-up events, to each of the County of Wellington's member municipalities.

On November 29, 2018 the Province of Ontario released the Made in Ontario Environment Plan, which also committed to taking action on litter, resulting in the initiation of a Provincial Day of Action on Litter which occurs on the second Tuesday of May each year. This year, the Province is encouraging individuals and organizations to host litter clean-up events on and around May 9, 2023.

The Province has set up a website, <https://www.ontario.ca/page/act-on-litter>, which highlights the negative impact of litter on the environment. The website includes a litter clean-up guide, which can be a benefit to individuals or organizations looking to organize a litter clean-up event, and a litter reporting tool, which will aid the government in better understanding the scope of the issues and will inform future policy decisions.

As the County of Wellington's Solid Waste Services (SWS) has supported an annual spring roadside clean-up event in Puslinch Township for a number of years, we are more than happy to continue to provide this support.

SWS is offering to aid clean-up events for all the County's member municipalities in the following ways:

- waiving tipping fees for collected waste
- providing and emptying large waste containers
- promoting events
- providing informational resources and/or guidance on how to organize an event
- reporting to the Province on behalf of the Township



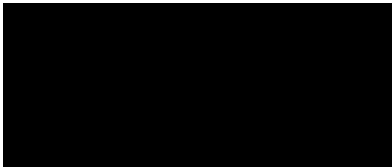
COUNTY OF WELLINGTON

OFFICE OF THE COUNTY ENGINEER
ADMINISTRATION CENTRE
T 519.837.2601
F 519.837.8138

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

I understand an event in Township of Puslinch is planned already. If there is anything that SWS can do to help, beyond what has already been discussed, please let me know.

Sincerely,



Das Soligo
Manager of Solid Waste Services
T 519-837-2601 x 2400
E dass@wellington.ca

CC:

Scott Wilson
Don Kudo
Jennifer Adams
Glenn Schwendinger
Courtenay Hoytfox

County of Wellington

Instrument type: Approval to amend a municipality's official plan (/taxonomy/term/371)

ERO (Environmental Registry of Ontario) number	019-5635
Ministry reference number	23-OP-215446
Notice type	Instrument
Act	Planning Act, R.S.O. 1990
Posted by	Ministry of Municipal Affairs and Housing
Notice stage	Decision Updated
Decision posted	April 11, 2023
Comment period	December 5, 2022 - January 4, 2023 (30 days) Closed
Last updated	April 11, 2023

The proposal was originally published on September 8, 2022 and has been re-opened on December 5, 2022 with a comment period of 30 days ending on January 4, 2023.

This consultation was open from:

**December 5, 2022
to January 4, 2023**

Decision summary

A decision was made on April 11, 2023, to approve, with modifications, Official Plan Amendment 119 to the County of Wellington Official Plan, as adopted by By-law 5760-22. Official Plan Amendment 119 is Phase 1 of the County's municipal comprehensive review.

Location details

Site address

All lands within the County of Wellington.
ON
Canada

Site location details

Official Plan Amendment 119 applies to all lands within the County of Wellington.

Site location map

The location pin reflects the approximate area where environmental activity is taking place.

[View this location on a map](https://maps.google.com/?q=43.598933,-80.372616) [\(https://maps.google.com/?q=43.598933,-80.372616\)](https://maps.google.com/?q=43.598933,-80.372616)

Proponent(s)

County of Wellington
74 Woolwich Street
Guelph, ON
N1H 3T9
Canada

Decision details

A decision was made on April 11, 2023, to approve, with thirty-three (33) modifications, Official Plan Amendment 119 to the County of Wellington Official Plan adopted pursuant to sections 17 and 26 of the *Planning Act* by By-law 5760-22. Notice of this Decision was issued on April 11, 2023, to the County of Wellington.

The adopted Official Plan Amendment was reviewed for consistency and conformity with provincial policies and plans and regard for matters of provincial interests set out in the *Planning Act*.

The thirty-three (33) modifications to the Official Plan Amendment have been made to address provincial policy direction related to Indigenous engagement, accommodating housing options to the 2051 planning horizon, settlement areas, employment areas, and Greenbelt mapping, among other matters.

County of Wellington Official Plan Amendment 119 implements parts of the growth planning policies of A Place to Grow: Growth Plan for the Greater Golden Horseshoe across the County. Official Plan Amendment 119 amends the County of Wellington Official Plan to define and identify a County Growth Structure as Phase 1 of the County's municipal comprehensive review. Official Plan Amendment 119 also identifies a Regionally Significant Economic Development Study Area in the Township of Puslinch.

Pursuant to subsections 17(36.5) and (38.1) of the *Planning Act*, this decision is final and not subject to appeal. Accordingly, the Official Plan Amendment, as approved with modifications by the Minister, came into effect on April 12, 2023.

The growth planning policies and mapping changes of Official Plan Amendment 119 apply to all lands within the County of Wellington and the economic development study area applies to part of the Township of Puslinch.

Comments received

Through the registry
20

By email
0

By mail
0

[View comments submitted through the registry \(/notice/019-5635/comments\)](/notice/019-5635/comments)

Effects of consultation

Public comments received by the Ministry generally voiced support for the adopted Official Plan Amendment or requested settlement area boundary expansions or employment area conversions for various properties across the County of Wellington.

All comments received were taken into consideration prior to a decision being made.

Supporting materials

Related files

[County of Wellington Official Plan Amendment 119 Notice of Decision \(https://prod-environmental-registry.s3.amazonaws.com/2023-04/County_of_Wellington_OPA_119_-_Notice_of_Decision.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2023-04/County_of_Wellington_OPA_119_-_Notice_of_Decision.pdf)
pdf.(Portable Document Format file) 101.21 KB

[County of Wellington Official Plan Amendment 119 Decision \(https://prod-environmental-registry.s3.amazonaws.com/2023-04/Signed_-_Wellington_Official_Plan_Amendment_-_Decision.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2023-04/Signed_-_Wellington_Official_Plan_Amendment_-_Decision.pdf)
pdf.(Portable Document Format file) 7.07 MB

Related links


[Adopted County of Wellington OPA 119 \(https://www.wellington.ca/en/resident-services/resources/Planning/Official-Plan/Official-Plan-Review/Adopted-Official-Plan-Amendment-No-119-County-Growth-Structure.pdf\)](https://www.wellington.ca/en/resident-services/resources/Planning/Official-Plan/Official-Plan-Review/Adopted-Official-Plan-Amendment-No-119-County-Growth-Structure.pdf)

View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

Municipal Services Office - Western Ontario
659 Exeter Road
Floor 2
London, ON
N6E 1L3
Canada

 [800-265-4736](tel:800-265-4736)

How to Appeal


Appeals are not allowed

Pursuant to subsection 17(36.5) of the Planning Act, the decision of the Minister of Municipal Affairs and Housing regarding Official Plan Amendment 119, adopted in accordance with sections 17 and 26 of the Planning Act, is final and not subject to appeal.

Connect with US

Contact

Tyler Shantz

 [519-851-3954](tel:519-851-3954)

 Tyler.Shantz@ontario.ca

Original proposal

ERQ.(Environmental Registry.of.Ontario) number	019-5635
Ministry reference number	23-OP-215446
Notice type	Instrument
Act	Planning Act, R.S.O. 1990
Posted by	Ministry of Municipal Affairs and Housing
Proposal posted	December 5, 2022
Comment period	December 5, 2022 - January 4, 2023 (30 days)

Proposal details

On May 27, 2022, the County of Wellington adopted Official Plan Amendment 119 by By-law 5760-22. The official plan amendment is now before the Minister of Municipal Affairs and Housing for a decision in accordance with Sections 17 and 26 of the *Planning Act*.

Official Plan Amendment 119 proposes to implement parts of the growth planning policies of A Place to Grow: Growth Plan for the Greater Golden Horseshoe across the County. Official Plan Amendment 119 proposes a Regionally Significant Economic Development Area Study Area in the Township of Puslinch. Official Plan Amendment 119 also proposes designating the Hamlet of Puslinch as a hamlet.

If approved, the growth planning policies and mapping changes of Official Plan Amendment 119 would apply across the County and the economic development study area would apply in the Township of Puslinch.

Supporting materials

Related files

[Notice of Adoption \(https://prod-environmental-registry.s3.amazonaws.com/2022-06/Notice of Adoption.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2022-06/Notice of Adoption.pdf)
pdf.(Portable Document Format file) 271.84 KB

[County of Wellington Reports \(https://prod-environmental-registry.s3.amazonaws.com/2022-06/OPA119reports.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2022-06/OPA119reports.pdf)
pdf.(Portable Document Format file) 8.43 MB

Related links


[Certified By-law 5760-22 \(https://www.wellington.ca/en/resident-services/resources/Planning/Official-Plan/Official-Plan-Review/Adopted-Official-Plan-Amendment-No-119-County-Growth-Structure.pdf\)](https://www.wellington.ca/en/resident-services/resources/Planning/Official-Plan/Official-Plan-Review/Adopted-Official-Plan-Amendment-No-119-County-Growth-Structure.pdf)

View materials in person

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Get in touch with the office listed below to find out if materials are available.

Municipal Services Office - Western Ontario
659 Exeter Road
Floor 2
London, ON
N6E 1L3
Canada

 [800-265-4736](tel:800-265-4736)

Comment


Commenting is now closed.

This consultation was open from December 5, 2022
to January 4, 2023

Connect with us

Contact

Tyler Shantz

 [519-851-3954](tel:519-851-3954)

 Tyler.Shantz@ontario.ca

NOTICE OF COMPLETE APPLICATION – DRAFT PLAN OF CONDOMINIUM

Key Map:

Address of Subject Lands:

585 Hanlon Creek Boulevard

Legal Description:

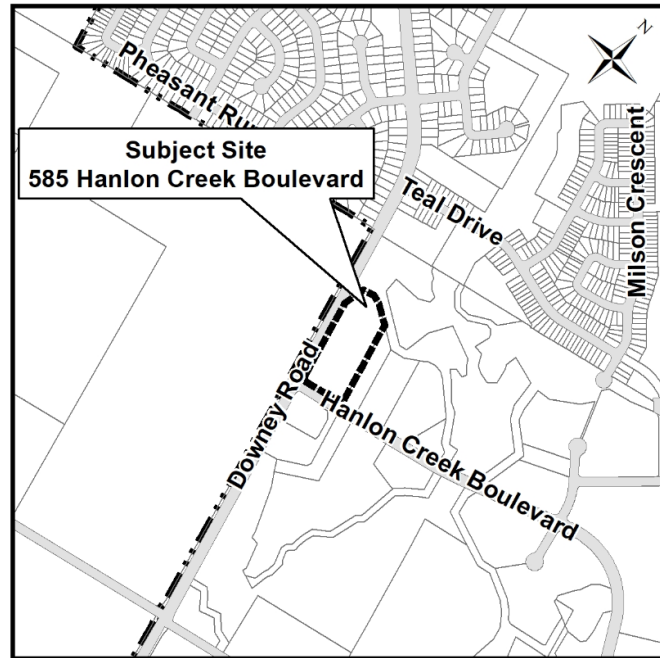
Plan 61m-169, Block 2, City of Guelph, County of Wellington

Property Size: 2.54 hectares

File No.: 23CDM-23501

Proposal: Phased condominium of fifty-one (51), industrial condominium units in five blocks.

The proposed draft plan of condominium is included in Schedule 1.



Application Details:

A complete application from Batory Management, on behalf of Kingridge Developments, for a draft plan of standard condominium has been received by the City of Guelph for the lands municipally known as 585 Hanlon Creek Boulevard.

The applicant is requesting draft plan approval for a standard condominium with a total of fifty-one (51) units. The condominium units are proposed to be subdivided in accordance with the attached proposed draft plan of condominium in Schedule 1.

The condominium will contain two hundred sixty-two (262) parking spaces as part of the condominium's common elements.

Site plan approval was issued on February 6, 2023 for the development of fifty-one (51) industrial units split over 5 blocks (Site Plan File No. SP21-019-21).

Official Plan Land Use Designation:

Corporate Business Park

Existing Zoning:

B.5-3 Corporate Business Park

Existing Land Use:

Vacant

April 12, 2023

Additional Information

For additional information please contact the planner managing the file:

Eric Rempel, Planner I Development
Planning and Building Services
Phone: 519-822-1260, ext. 2617
TTY: 519-826-9771
Email: eric.rempel@guelph.ca

How to Get Involved:

Any person or organization may provide written or verbal comments on this application by no later than **May 19, 2023** through any of the following ways:

- By email to eric.rempel@guelph.ca
- By regular mail or courier to Development Planning, 1 Carden Street, Guelph ON N1H 3A1

Please note, all City departments, agencies and organizations circulated on this application will automatically receive a Notice of Decision. However, if any member of the public wishes to be notified of the decision of the City of Guelph in respect of the proposed plan of condominium, you must make a written request to the City Clerk, 1 Carden Street, Guelph ON, N1H 3A1.

Appeals Information:

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to the City of Guelph in respect of the proposed plan of condominium before the approval authority gives or refuses to give approval to the draft plan of condominium, the person or public body is not entitled to appeal the decision of the City of Guelph to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to the City of Guelph in respect of the proposed plan of condominium before the approval authority gives or refuses to give approval to the draft plan of condominium, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to do so.

Notice of Collection of Personal Information:

Personal information is being collected in order to gather feedback and communicate with interested parties regarding this development proposal. Information provided or presented at a public meeting, if one is held, is considered a public record and may be posted on the City's website or made public upon request.

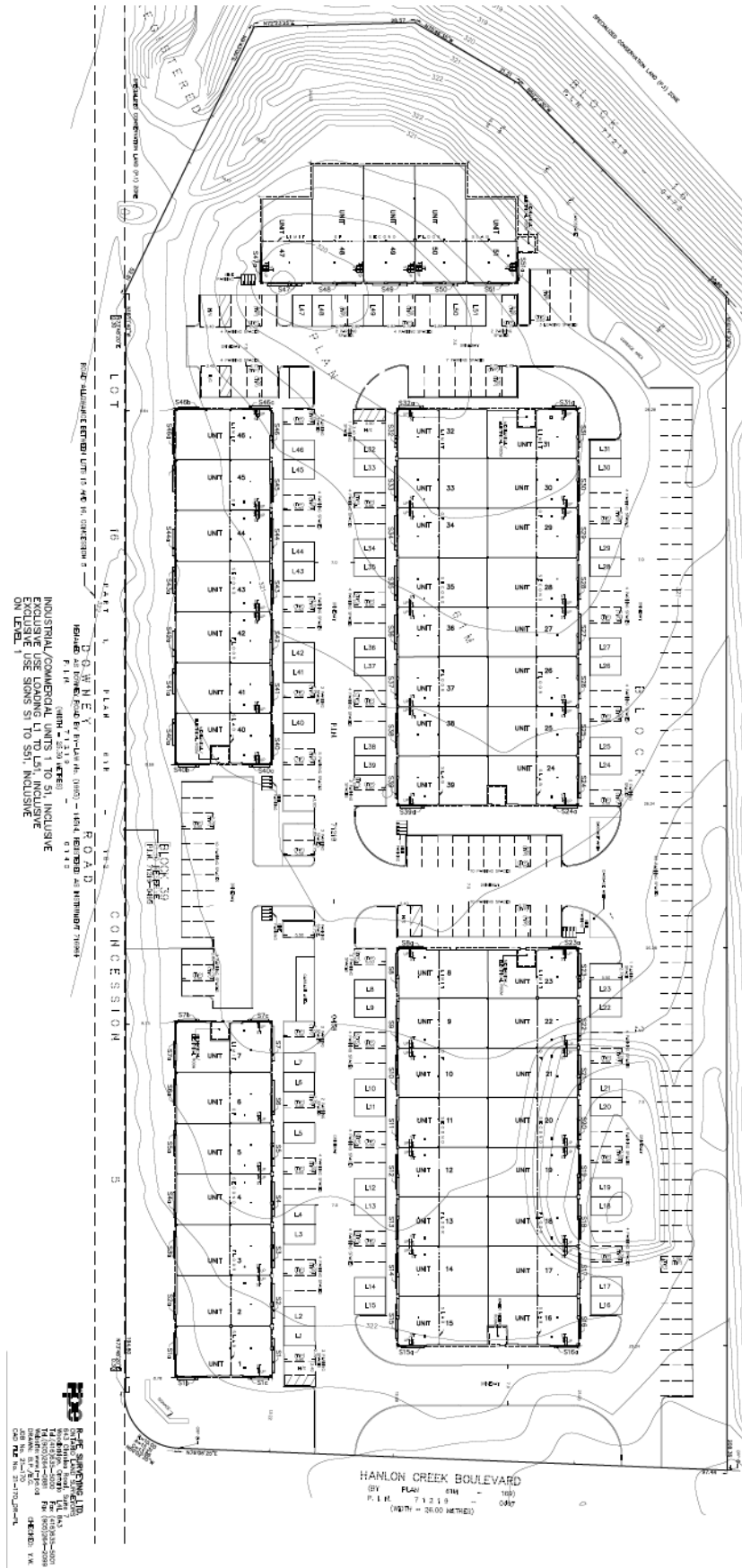
For questions regarding the collection, use and disclosure of this information please contact the Information and Access Coordinator at 519-822-1260 extension 2349 or privacy@guelph.ca.

Accessibility:

Alternative accessible formats are available by contacting planning@guelph.ca or TTY 519-826-9771.

April 12, 2023

Schedule 1 – Draft Plan of Condominium





Notice of Complete Application
File: 23CDM-23501
To: Agencies and Departments

The City of Guelph is currently reviewing the Draft plan of Condominium application from Batory Management, on behalf of Kingridge Developments, for the lands municipally known as 585 Hanlon Creek Boulevard

Please submit your comments by **May 19, 2023**. If you have any questions or require further information, please call Eric Rempel at 519-822-1260 Extension 2617, or email at eric.rempel@guelph.ca.

If you have no comments or concerns regarding File 23CDM-23501, please sign and submit this form to:

Eric Rempel, Development Planner
Planning & Building Services
Infrastructure, Development and Enterprise
City of Guelph
1 Carden Street
Guelph, ON N1H 3A1
Email: eric.rempel@guelph.ca

Agency:

Representative (Please Print):

Representative (Signature):

Date:

April 12, 2023



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

April 13th, 2023

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

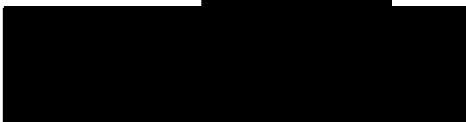
Attention: Ms. Richardson

**Re: Monthly Monitoring Report – March 2023
Mill Creek Pit, License #5738
Township of Puslinch, Wellington County**

Please find enclosed the required monitoring data for the month of March 2023 for those monitoring wells that could be measured. There were no exceedances to report.

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

Sincerely,



Jonathan Clark
Superintendent

CC: Township of Puslinch
Sonja Strynatka (GRCA)
Kevin Mitchell (Dufferin Aggregates)
University of Guelph

RECEIVED

APR 14 2023

Township of Puslinch



Monthly Reporting
Mill Creek Aggregates Pit
March 2023

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance	Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
2-Mar-23	305.75	305.66	NO	2-Mar-23	306.00	305.75	0.25	0.11	NO
9-Mar-23	305.78	305.66	NO	9-Mar-23	306.02	305.78	0.25	0.11	NO
17-Mar-23	305.85	305.66	NO	17-Mar-23	306.19	305.85	0.34	0.11	NO
24-Mar-23	305.94	305.66	NO	24-Mar-23	306.202	305.94	0.27	0.11	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance	Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
2-Mar-23	305.28	305.17	NO	2-Mar-23	305.54	305.28	0.26	0.07	NO
9-Mar-23	305.32	305.17	NO	9-Mar-23	305.55	305.32	0.24	0.07	NO
17-Mar-23	305.33	305.17	NO	17-Mar-23	305.63	305.33	0.30	0.07	NO
24-Mar-23	305.42	305.17	NO	24-Mar-23	305.77	305.42	0.35	0.07	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance	Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
2-Mar-23	304.75	304.54	NO	2-Mar-23	305.45	304.75	0.70	0.57	NO
9-Mar-23	304.77	304.54	NO	9-Mar-23	305.48	304.77	0.71	0.57	NO
17-Mar-23	304.83	304.54	NO	17-Mar-23	305.72	304.83	0.89	0.57	NO
24-Mar-23	305.03	304.54	NO	24-Mar-23	305.73	305.03	0.70	0.57	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance	Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
2-Mar-23	304.02	303.65	NO	2-Mar-23	304.66	304.02	0.64	0.43	NO
9-Mar-23	304.03	303.65	NO	9-Mar-23	304.70	304.03	0.67	0.43	NO
17-Mar-23	303.94	303.65	NO	17-Mar-23	304.75	303.94	0.81	0.43	NO
24-Mar-23	304.11	303.65	NO	24-Mar-23	304.85	304.11	0.74	0.43	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance	Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
2-Mar-23	304.29	303.88	NO	2-Mar-23	304.75	304.29	0.46	0.29	NO
9-Mar-23	304.30	303.88	NO	9-Mar-23	304.77	304.30	0.47	0.29	NO
17-Mar-23	304.38	303.88	NO	17-Mar-23	304.85	304.38	0.46	0.29	NO
24-Mar-23	304.43	303.88	NO	24-Mar-23	304.87	304.43	0.44	0.29	NO

Date	DP5CR (mASL)	Threshold Value (mASL)	Exceedance	Date	OW5-84 (mASL)	DP5CR (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
2-Mar-23	303.36	302.88	NO	2-Mar-23	Frozen	303.36	-	0.20	NO
9-Mar-23	303.38	302.88	NO	9-Mar-23	Frozen	303.38	-	0.20	NO
17-Mar-23	303.56	302.88	NO	17-Mar-23	303.82	303.56	0.26	0.20	NO
24-Mar-23	303.53	302.88	NO	24-Mar-23	303.80	303.53	0.27	0.20	NO

Note: No exceedances to report for the month of March.



Monthly Reporting
 Mill Creek Aggregates Pit
 March 2023

Max. Allowable as per PTTW- Main Pond		
(Imperial Gallons)		(Litres)
2,500	per minute	11,385
1,800,000	per day	8,183,000

Max. Allowable as per PTTW- Silt Pond		
(Imperial Gallons)		(Litres)
2,597	per minute	11,806
3,739,477	per day	17,000,000

Total Monthly Precipitation (mm):	69.9	Kitchener/Waterloo (Actual)
Total Monthly Normal Precipitation (mm):	61	Waterloo-Wellington A (30-year Normal)

Date	Below Water Table Extraction Phase 5	Below Water Table Extraction Phase 2	Water Pumped from Main Pond (gals)	Water Pumped from Active Silt Pond (gals)	Main Pond Level (mASL)	Exceedance Y/N (BELOW 305.5 mASL)	Phase 2 Pond Level (mASL)	Exceedance Y/N (BELOW 305.0 mASL)	Phase 3 Pond Level (mASL)	Exceedance Y/N (BELOW 303.85 mASL)	Phase 4 Pond Level (mASL)	Exceedance Y/N (BELOW 304.5 mASL)
1-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
2-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
3-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
4-Mar-23	-	-	-	-	-	-	-	-	-	-	-	-
5-Mar-23	-	-	-	-	-	-	-	-	-	-	-	-
6-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
7-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
8-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
9-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
10-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
11-Mar-23	-	-	-	-	-	-	-	-	-	-	-	-
12-Mar-23	-	-	-	-	-	-	-	-	-	-	-	-
13-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
14-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
15-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
16-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
17-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
18-Mar-23	-	-	-	-	-	-	-	-	-	-	-	-
19-Mar-23	-	-	-	-	-	-	-	-	-	-	-	-
20-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
21-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
22-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
23-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
24-Mar-23	0	0	0	0	-	-	-	-	-	-	-	-
25-Mar-23	-	-	-	-	-	-	-	-	-	-	-	-
26-Mar-23	-	-	-	-	-	-	-	-	-	-	-	-
27-Mar-23	0	3,600	1,794,949	0	-	-	-	-	-	-	-	-
28-Mar-23	0	3,450	1,404,724	0	-	-	-	-	-	-	-	-
29-Mar-23	0	3,600	1,675,286	0	-	-	-	-	-	-	-	-
30-Mar-23	0	1,800	1,616,114	0	-	-	-	-	-	-	-	-
31-Mar-23	0	1,800	1,755,575	0	-	-	-	-	-	-	-	-
Total	0	14,250	8,246,647	0	-	-	-	-	-	-	-	-

Note: No exceedances to report. Large ice patches remained in ponds throughout the month and prevented the placement of staff gauges.

Phone: 289-795-2528
E-mail: Numair.uppal@oasisontario.on.ca
Website: www.oasisontario.on.ca



Members of Ontario Parliament, Mayors and Municipal Councilors,

Dear Esteemed Civic Leaders,

As representatives of the Ontario Association of Sewage Industry Services, we write to you with great concern regarding the challenges faced by the hauled sewage industry in Ontario due to outdated municipal wastewater treatment plants. We invite you to a crucial Town Hall Meeting on May 5, 2023, to discuss this urgent matter and find viable solutions.

The hauled sewage industry plays a vital role in safely and effectively managing wastewater in Ontario. However, the current state of many municipal wastewater treatment plants is hindering our industry's ability to operate efficiently and safely. These outdated facilities are in dire need of upgrades and improvements to meet modern environmental and safety standards. Some of these Municipal wastewater treatment plant upgrades are hindering the ability of safe and effective disposal of waste from onsite wastewater systems.

The hauled sewage industry plays a vital role in safely and effectively managing wastewater in Ontario. Our concerns stem from limited availability in accessing municipal wastewater treatment plants combined with availability and accessing of field spreading sites. Many wastewater facilities are aging and becoming outdated, needing upgrades and improvements to meet the growing needs of their communities. Many are currently operating at capacity. Facilities which are undergoing upgrades are not able to accept hauled sewage during the period of construction/maintenance. Some haulers are then faced with no options for disposal. This has been an ongoing concern in our industry for many years. With the call to increase residential construction substantially over the next 10 years we feel now is the time to come together to discuss the concerns /issues from all perspectives.

The Town Hall Meeting will provide a platform for open discussions, where we can collectively explore the challenges faced by Municipalities and the hauled sewage industry due to inadequate wastewater treatment plants, and work towards identifying feasible solutions.

The Town Hall Meeting will be held on May 5, 2023, at the **Victoria Road Recreation Centre – Birch Room located at 151 Victoria Rd N, Guelph, ON N1E 5H4 from 8:30am to 2:00pm**. We kindly request your attendance and participation in this critical discussion.

Together, we can address the challenges faced by Municipalities and work towards creating a safer and more effective wastewater management system in Ontario.

We look forward to your participation in the Town Hall Meeting and your continued support in this important matter. **Please RSVP your attendance by April 26, 2023, to numair.uppal@oasisontario.on.ca**. For any inquiries or further information, please do not hesitate to contact us.

Sincerely,
Ontario Association of Sewage Industry Services



THE CORPORATION OF THE TOWN OF COBOURG

The Corporation of the Town of Cobourg
Legislative Services Department
Victoria Hall
55 King Street West
Cobourg, ON K9A 2M2

Brent Larmer
Municipal Clerk/
Director of Legislative Services
Telephone: (905) 372-4301 Ext. 4401
Email: blarmer@cobourg.ca
Fax: (905) 372-7558

SENT VIA EMAIL

April 17, 2023

Honorable Steve Clark
Ministry of Municipal Affairs and Housing
Minister.mah@ontario.ca

The Honourable Peter Bethlenfalvy
Minister of Finance
Minister.fin@ontario.ca

Re: The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

At a meeting held on April 11, 2023, the Municipal Council of the Town of Cobourg approved the following Resolution #114-23:

Retaining the Surplus Proceeds from Tax Sales

Moved by Councillor Miriam Mutton

Seconded by Councillor Randy Barber

WHEREAS at the Regular Council meeting on April 11, 2023, Council considered correspondence from the Town of Essex and the Town of Plympton-Wyoming regarding Municipalities Retaining Surplus Proceeds from Tax Sales;

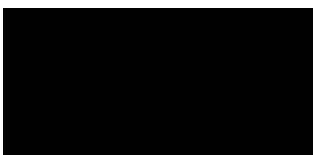
NOW THEREFORE BE IT RESOLVED THAT Council direct Staff to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction

084-23

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at blarmer@cobourg.ca or by telephone at (905)-372-4301 Ext. 4401.

Sincerely,



Brent Larmer
Municipal Clerk/Director of Legislative Services
Returning Officer
Legislative Services Department



Moved By	<u>Councillor Miriam Mutton</u>	Resolution No.:
Last Name Printed	MUTTON	114-23
Seconded By	<u>Councillor Randy Barber</u>	Council Date:
Last Name Printed	BARBER	April, 2023

WHEREAS at the Regular Council meeting on April 11, 2023, Council considered correspondence from the Town of Essex and the Town of Plympton-Wyoming regarding Municipalities Retaining Surplus Proceeds from Tax Sales;

NOW THEREFORE BE IT RESOLVED THAT Council direct Staff to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction.



The Honourable Steve Clark
Minister of Municipal Affairs & Housing
minister.mah@ontario.ca

The Honourable Peter Bethlenfalvy
Minister of Finance
minister.fin@ontario.ca

DELIVERED VIA EMAIL

March 31st 2023

Re: Municipalities Retaining Surplus Proceeds from Tax Sales

Dear Premier Ford,

Please be advised that at the Regular Council Meeting on March 29th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Town of Essex regarding Municipalities Retaining Surplus Proceeds from Tax Sales.

Motion 14

Moved by Councillor Mike Vasey

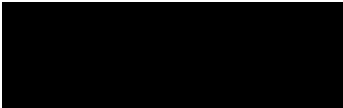
Seconded by Councillor Bob Woolvett

That Council support item 'N' of correspondence from the Town of Essex regarding Municipalities Retaining Surplus Proceeds from Tax Sales.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,


Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: Bob Bailey – MPP, Sarnia-Lambton
Association of Municipalities of Ontario
All Ontario Municipalities



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

Honourable Steve Clark

Ministry of Municipal Affairs and Housing
College Park 17th Floor, 777 Bay Street
Toronto, ON M7A 2J3

March 22, 2023

RE: The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

Dear Honourable Steve Clark,

At its Regular Council Meeting held on March 6, 2023, Mayor Bondy brought forward a Notice of Motion for Council's consideration regarding the reinstatement of previous legislation permitting a municipality to retain surplus proceeds from tax sales. It was discussed that, prior to being repealed by the Modernizing Ontario's Municipal Legislation Act, 2017, Section 380(6) of the Municipal Act, 2001 allowed for a municipality to retain surplus proceeds from tax sales within their jurisdiction. It was further noted that the Public Tax Sale process is burdensome to a municipality who invest a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario.

As a result of this discussion, Council passed the following resolution:

R23-03-081

Moved by: Mayor Bondy

Seconded by: Councillor Allard

That Council direct Administration to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Essex County Council, MPP Anthony Leardi, Association of the Municipalities of Ontario and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction.

Carried

I trust you will find this satisfactory. If you have any questions or comments, please feel free to contact the undersigned.

Yours truly,



Shelley Brown

Acting Clerk

sbrown@essex.ca



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

c.c. Honourable Peter Bethlenfalvy, Minister of Finance
minister.fin@ontario.ca

Mary Birch, Interim Chief Administrative Officer
mbirch@countyofessex.ca

Anthony Leardi, MPP
anthony.leardi@pc.ola.org

Association of Municipalities of Ontario ("AMO")
resolutions@amo.on.ca

All other municipalities in Ontario



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

Honourable Steve Clark

Ministry of Municipal Affairs and Housing
College Park 17th Floor, 777 Bay Street
Toronto, ON M7A 2J3

March 22, 2023

RE: The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

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As a result of this discussion, Council passed the following resolution:

R23-03-081

Moved by: Mayor Bondy

Seconded by: Councillor Allard

That Council direct Administration to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Essex County Council, MPP Anthony Leardi, Association of the Municipalities of Ontario and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction.

Carried

I trust you will find this satisfactory. If you have any questions or comments, please feel free to contact the undersigned.

Yours truly,



Shelley Brown

Acting Clerk

sbrown@essex.ca



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

c.c. Honourable Peter Bethlenfalvy, Minister of Finance
minister.fin@ontario.ca

Mary Birch, Interim Chief Administrative Officer
mbirch@countyofessex.ca

Anthony Leardi, MPP
anthony.leardi@pc.ola.org

Association of Municipalities of Ontario ("AMO")
resolutions@amo.on.ca

All other municipalities in Ontario

From: Katy Macpherson <kmacpherson@greaternapanee.com>
Sent: Thursday, April 13, 2023 2:58 PM
Cc: ric.bresee@pc.ola.org; jnielsen@lennox-addington.on.c
Subject: Support Resolution for Town of Essex re Retaining Surplus Proceeds from Tax Sales

Good afternoon,

At the regular meeting of the Town of Greater Napanee held on April 11, 2023, the following resolution was passed:

Moved by Councillor Pinnell Jr., seconded by Councillor Hicks

That Council support the motion from the Town of Essex and direct Administration to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Lennox and Addington Council, MPP Rick Bresee, Association of the Municipalities of Ontario and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction. CARRIED.



Katy Macpherson
Deputy Clerk
99A Advance Ave K7R 3Y6
T: 613-776-1159
www.greaternapanee.com

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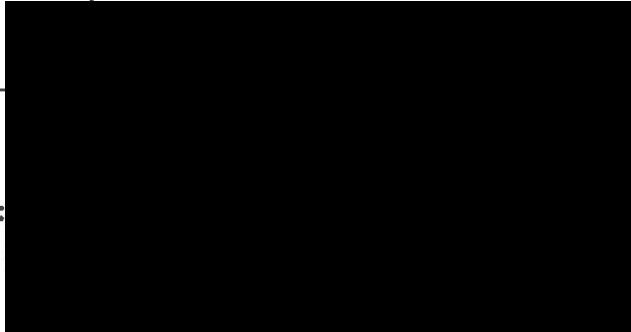
Le présent message peut contenir des renseignements confidentiels réservés à l'usage exclusif du destinataire ou de l'organisme y figurant. Par conséquent, si vous n'êtes pas le destinataire de ce message ou la personne devant le lui remettre, nous vous avisons qu'il est strictement interdit de le passer en revue, de le diffuser, de le distribuer ou de le copier. Si vous avez reçu ce message par erreur, nous vous remercions de nous en aviser par retour de courriel et de détruire le message original.

RESOLUTION NO. 2023 - 123

APRIL 12 2023

Moved by: _____

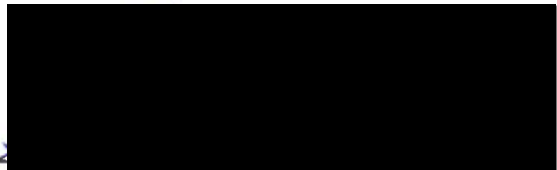
Seconded by: _____



BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses and supports item 4.2 Town of Essex 'The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales';

AND FURTHER THAT this resolution be circulated to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Essex County Council, MPP Anthony Leardi, Association of the Municipalities of Ontario and all other Municipalities in Ontario.

Carried Defeated Deferred



Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



*Knowing our heritage
we will build our future*



THE CORPORATION OF THE TOWN OF COBOURG

The Corporation of the Town of Cobourg
Legislative Services Department
Victoria Hall
55 King Street West
Cobourg, ON K9A 2M2

Brent Larmer
Municipal Clerk/
Director of Legislative Services
Telephone: (905) 372-4301 Ext. 4401
Email: blarmer@cobourg.ca
Fax: (905) 372-7558

SENT VIA EMAIL

April 17, 2023

To all Ontario Municipalities

Re: Reducing Municipal Insurance Costs

At a meeting held on April 11, 2023, the Municipal Council of the Town of Cobourg approved the following Resolution #116-23:

Reducing Municipal Insurance Costs

Moved by Councillor Miriam Mutton

Seconded by Councillor Randy Barber

WHEREAS at the Regular Council meeting on April 11, 2023, Council considered correspondence from the Town of Plympton-Wyoming regarding the reduction of Municipal Insurance Costs;

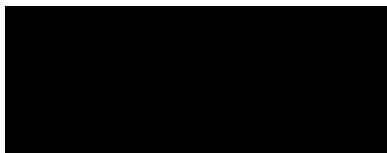
NOW THEREFORE BE IT RESOLVED THAT Council direct staff to send a letter of support regarding the reduction of Municipal Insurance Costs to all municipalities in Ontario.

084-23

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at blarmer@cobourg.ca or by telephone at (905)-372-4301 Ext. 4401.

Sincerely,



Brent Larmer
Municipal Clerk/Director of Legislative Services
Returning Officer
Legislative Services Department





Moved By	<u>Councillor Miriam Mutton</u>	Resolution No.:
Last Name Printed	MUTTON	116-23
Seconded By	<u>Councillor Randy Barber</u>	Council Date:
Last Name Printed	BARBER	April 11, 2023

WHEREAS at the Regular Council meeting on April 11, 2023, Council considered correspondence from the Town of Plympton-Wyoming regarding the reduction of Municipal Insurance Costs;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to send a letter of support regarding the reduction of Municipal Insurance Costs to all municipalities in Ontario.



Judy Smith
Director Municipal Governance/Clerk
Municipality of Chatham-Kent
ckclerk@chatham-kent.ca

DELIVERED VIA EMAIL

March 31st 2023

Re: Reducing Municipal Insurance Costs

Dear Ms. Smith,

Please be advised that at the Regular Council Meeting on March 29th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Municipality of Chatham-Kent regarding Reducing Municipal Insurance Costs.

Motion 12

Moved by Councillor Mike Vasey

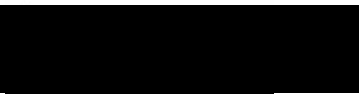
Seconded by Deputy Mayor Netty McEwen

That Council support item 'L' of correspondence from the Municipality of Chatham-Kent regarding Reducing Municipal Insurance Costs.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,



Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: Association of Municipalities of Ontario
All Ontario Municipalities

March 6, 2023

To All Ontario Municipalities

Resolution re Reducing Municipal Insurance Costs

Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

“Whereas Chatham-Kent has faced multiple double digit increases to insurance premiums over the past years;

And Whereas the costs on insurance are having a significant impact on municipal budgets in Chatham-Kent and around the Province;


Now Therefore, Council direct administration to engage with other municipalities, the Association of Municipalities of Ontario, and any other relevant municipal associations, to determine what tools may be available to reduce insurance costs, including cooperative purchasing of insurance, creation of a municipal reciprocal insurance provider, or legislative changes to address insurance costs to municipalities.

And administration report back to Council regarding the result of this engagement and any recommended Council resolutions to support improvements to municipal insurance in Ontario.

Further that administration be directed to forward this motion to all other municipalities in Ontario seeking support and collaboration on this issue.”

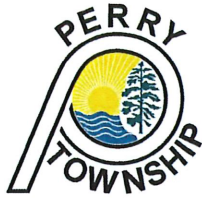
If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, Clerk
Director Municipal Governance/Clerk

C AMO



Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON POA 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

April 11, 2023

Via Email

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Room 281
Queens Park
Toronto, ON M7A 1A1

Dear Honourable Doug Ford, Premier of Ontario:

RE: Resolution of Support – Township of Perry – Bill 5 “Stopping Harassment and Abuse by Local Leaders Act”

Please be advised that at their last regular meeting on Wednesday April 5, 2023, the Council of the Corporation of the Township of Perry supported the following resolution:

“Resolution No.: 2023-112
Moved by: Margaret Ann MacPhail
Seconded by: Paul Sowrey

Be it resolved that the Council of the Corporation of the Township of Perry hereby supports the Municipality of Chatham-Kent’s resolution “Support Bill 5 – Stopping Harassment and Abuse by Local Leaders Act”;

And further that Council directs the Clerk-Administrator to circulate this resolution to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; Honourable Stephen Blais, local MPP’s, the Municipality of Chatham-Kent, and all Ontario municipalities.

Carried.”

Your attention to this matter is greatly appreciated.

Sincerely,

Erica Cole, *Dipl.M.A.*
Deputy Clerk

Encl.

cc: Honourable Steve Clark, Minister of Municipal Affairs and Housing
Honourable Stephen Blais
Graydon Smith, MPP Parry Sound Muskoka
Municipality of Chatham-Kent
All Ontario municipalities

March 6, 2023

The Honourable Doug Ford
Premier@ontario.ca

Re: Support Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

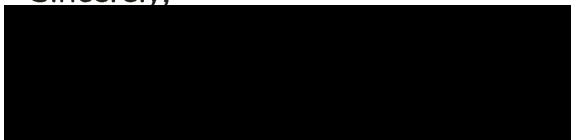
Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

“That Chatham-Kent Council express its support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act which would require the code of conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities and local boards to direct the Integrity Commissioner to apply to the court to vacate a member’s seat if the Commissioner’s inquiry determines that the member has contravened this requirement;

And further that this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and local MPPs.”

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance/Clerk

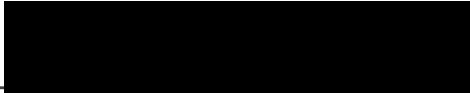
C

Minister of Municipal Affairs and Housing
Local MPPs
Ontario Municipalities

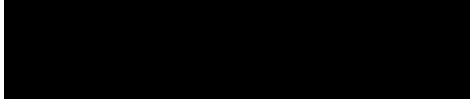
RESOLUTION NO. 2023 - 122

APRIL 12 2023

Moved by: _____



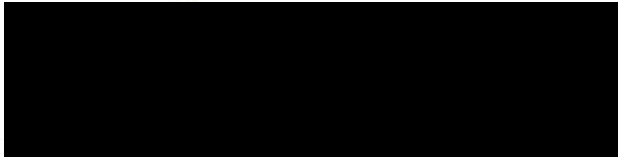
Seconded by: _____



BE IT RESOLVED THAT the Council of the Municipality of Magnetawan endorses and supports item 4.1 Municipality of Chatham-Kent 'Support Bill 5 Stopping Harassment and Abuse by Local Leaders Act';

AND FURTHER THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and Local MPPs.

Carried 1 Defeated 0 Deferred 0



Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



*Knowing our heritage
we will build our future*



CORPORATION OF THE TOWNSHIP OF CARLOW/MAYO

3987 Boulter Road, Boulter, ON KOL 1G0
Tel: (613) 332-1760 Toll Free: 1-866-332-1760
Fax: (613) 332-2175
www.carlowmayo.ca
Monday to Thursday 9:00 a.m. to 5:00 p.m.

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

DELIVERED VIA EMAIL

April 19th, 2023

Re: Bill 5 – Stopping Harassment and Abuse by Local Leaders Act

Dear Premier Ford,

Please be advised that at the Regular Council Meeting on April 11th, 2023, the Township of Carlow/Mayo Council passed the following motion, supporting the resolution from the Council of the Municipality of Chatham-Kent regarding *Bill 5 – Stopping Harassment and Abuse by Local Leaders Act*.

Moved by Councillor Pam Stewart

Seconded by Councillor Elson Ruddy

That Council support correspondence from the Municipality of Chatham-Kent regarding Bill 5 – Stopping Harassment and Abuse by Local Leaders Act.

-Carried-

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at clerk@carlowmayo.ca

Sincerely,
Jenny Snider
CAO/Clerk
Township of Carlow-Mayo

cc: The Honourable Steve Clark – Minister of Municipal Affairs & Housing
Stephen Blais – MPP, Orléans; Member, Standing Committee on Justice Policy
Ric Bresee – MPP, Hastings-Lennox and Addington
Association of Municipalities of
Ontario All Ontario Municipalities

March 6, 2023

The Honourable Doug Ford
Premier@ontario.ca

Re: Support Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

"That Chatham-Kent Council express its support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act which would require the code of conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities and local boards to direct the Integrity Commissioner to apply to the court to vacate a member's seat if the Commissioner's inquiry determines that the member has contravened this requirement;

And further that this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and local MPPs."

If you have any questions or comments, please contact Judy Smith at
ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMC
Director Municipal Governance/Clerk

C

Minister of Municipal Affairs and Housing
Local MPPs
Ontario Municipalities



PORT COLBORNE

Development and Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

"

T 905.835.2900 ext 106 F 905.834.5746

E charlotte.madden@portcolborne.ca

April 11, 2023

Municipality of Trent Lakes
760 Peterborough County Road 36
Trent Lakes, ON K0M 1A0

To: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
minister.mah@ontario.ca
The Honourable Doug Ford, Premier of Ontario
premier@ontario.ca
The Honourable Dave Smith, MPP Peterborough-Kawartha
dave.smithco@pc.ola.org
The Honourable Michelle Ferreri, MP Peterborough-Kawartha
michell.ferreri@parl.gc.ca
Curve Lake First Nation
audreyp@curvelake.ca
The Association of Municipalities Ontario
amo@amo.on.ca

Re: Municipality of Trent Lakes – Oath of Office

Please be advised that, at its meeting of March 14, 2023 the Council of The Corporation of the City of Port Colborne resolved as follows:

That correspondence received from the Municipality of Trent Lakes regarding Oath of Office, be supported.

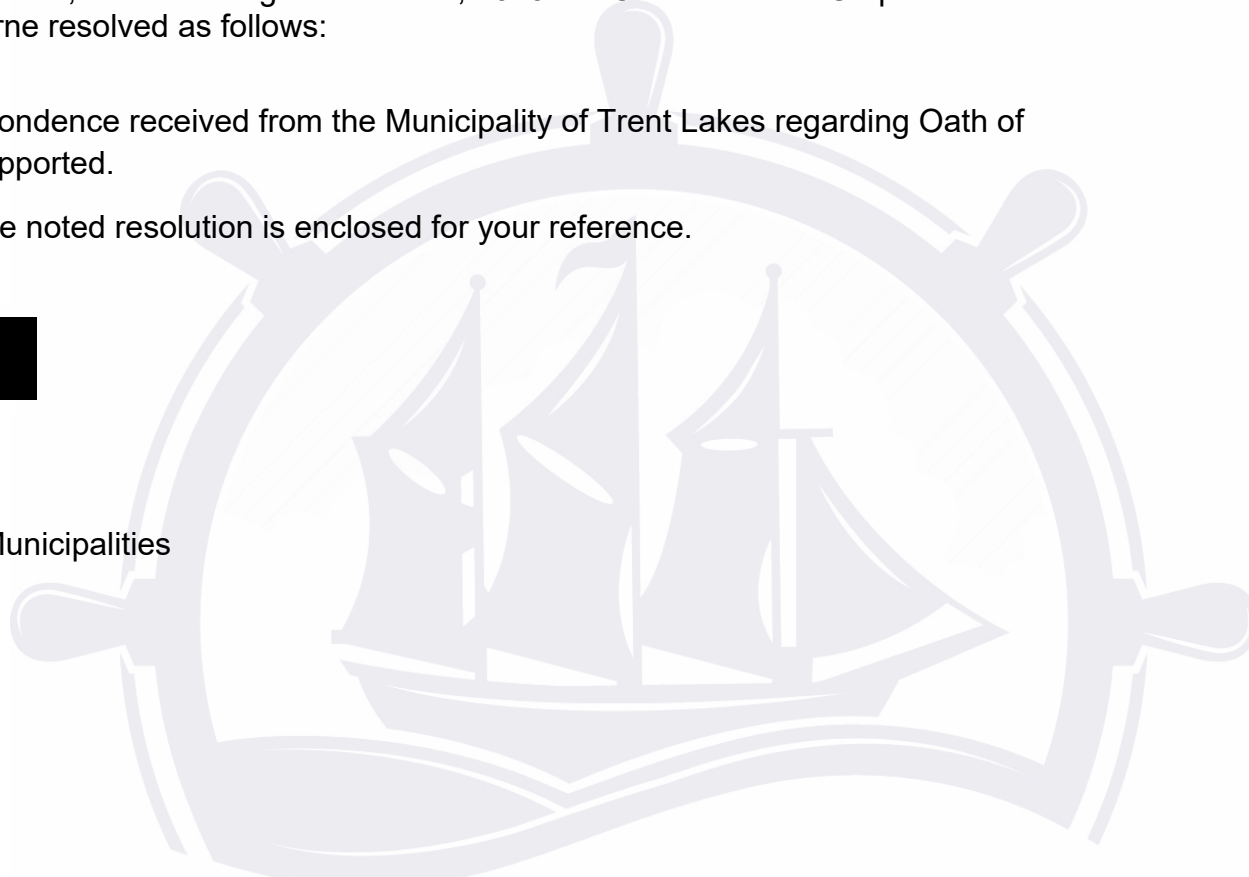
A copy of the above noted resolution is enclosed for your reference.

Sincerely,



Charlotte Madden
Acting City Clerk

Cc: All Ontario Municipalities





760 Peterborough County Road 36, Trent Lakes, ON K0M 1A0 Tel 705-738-3800 Fax 705-738-3801

February 28, 2023

Via email only

To: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
minister.mah@ontario.ca
The Honourable Doug Ford, Premier of Ontario
doug.fordco@pc.ola.org
The Honourable Dave Smith, MPP Peterborough-Kawartha
dave.smithco@pc.ola.org
The Honourable Michelle Ferreri, MP Peterborough-Kawartha
michelle.ferreri@parl.gc.ca
Curve Lake First Nation
audreyp@curvelake.ca
The Association of Municipalities Ontario
amo@amo.on.ca

Re: Oath of Office

Please be advised that during their Regular Council meeting held February 21, 2023, Council passed the following resolution:

Resolution No. **R2023-119**

Moved by Councillor Franzen
Seconded by Deputy Mayor
Armstrong

Whereas most municipalities in Ontario have a native land acknowledgement in their opening ceremony; and

Whereas a clear reference to the rights of Indigenous people is the aim of advancing Truth and Reconciliation; and

Whereas Call to Action 94 of the Truth and Reconciliation Commission of Canada called upon the Government of Canada to replace the wording of the Oath of Citizenship to include the recognition of the laws of Canada including Treaties with Indigenous Peoples; and

Whereas on June 21, 2021 an Act to amend The Citizenship Act received royal assent to include clear reference to the rights of Indigenous peoples aimed at advancing the Truth and Reconciliation Commission's Calls to Action within the broader reconciliation framework; and

Whereas the Truth and Reconciliation Commission of Canada outlines specific calls to action for municipal governments in Canada to act on, including education and collaboration;

Therefore be it resolved that Council request to the Minister of Municipal Affairs and Housing that the following changes be made to the municipal oath of office: I will be faithful and bear true allegiance to His Majesty King Charles III and that I will faithfully observe the laws of Canada including the Constitution, which recognizes and affirms the Aboriginal and treaty rights of First Nations, Inuit and Metis peoples; and further

That this resolution be forwarded to the Association of Municipalities of Ontario (AMO), all Ontario municipalities, MPP Dave Smith, MP Michelle Ferreri, Premier Doug Ford and Curve Lake First Nation.

Carried.

Sincerely,

Mayor and Council of the Municipality of Trent Lakes

Cc: All Ontario municipalities



PORT COLBORNE

Development and Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

"

T 905.835.2900 ext 106 F 905.834.5746

E charlotte.madden@portcolborne.ca

April 11, 2023

Minister of Tourism, Culture and Sport
438 University Avenue, 6th Floor
Toronto, ON
M7A 1N3

Attention: The Honourable Neil Lumsden;

Re: Town of Grimsby – Changes to the Municipal Heritage Register

Please be advised that, at its meeting of March 14, 2023 the Council of The Corporation of the City of Port Colborne resolved as follows:

That correspondence received from the Town of Grimsby regarding Changes to the Municipal Heritage Register, be supported.

A copy of the above noted resolution is enclosed for your reference.

Sincerely,


Charlotte Madden
Acting City Clerk

Cc: All Ontario Municipalities





**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, Grimsby, ON L3M 0J5

Phone: 905-945-9634 Ext. 2171 | **Fax:** 905-945-5010

Email: bdunk@grimsby.ca

February 27, 2023

438 University Ave
6th Floor
Toronto, ON
M7A 1N3

SENT VIA E-MAIL

Attention: Hon. Neil Lumsden, Minister of Tourism, Culture and Sport

RE: Changes to the Municipal Heritage Register

Please be advised that the Council of the Corporation of the Town of Grimsby at its meeting held on February 6, 2023 passed the following resolution:

WHEREAS the Municipal Heritage Register is an important tool for the preservation and protection of cultural heritage properties within the Town of Grimsby and throughout the province of Ontario;

WHEREAS cultural heritage properties are those which have potential cultural heritage value or interest but have yet to been formally evaluated as per the process prescribed in the Ontario Heritage Act;

WHEREAS listed properties are labelled as such as they are 'listed' in the Town of Grimsby's Municipal Heritage Register, which identifies all municipally-recognized cultural heritage resources;

WHEREAS the Municipal Heritage Register allows municipalities to regulate demolition on properties protected under section 27 of the Ontario Heritage Act, ensuring that their cultural heritage value is preserved for future generations;

WHEREAS "listing" a property on the municipal heritage register recognizes a property's cultural heritage value, and is generally less complex, time-consuming, and

economically burdensome to local municipalities than pursuing the designation of a property as outlined within the existing process, which requires extensive research and documentation;

WHEREAS the “listing” of properties on the Municipal Heritage Register provides a measure of protection, ensuring that these properties cannot be demolished without the approval of the municipality;

WHEREAS it is important to list properties of cultural heritage value or interest, including those that are not currently designated, in order to ensure their preservation for future generations;

WHEREAS the 60-day demolition provision in the Ontario Heritage Act provides a short time frame for the municipality to consider the heritage value of a property before it may be demolished;

WHEREAS the new requirements of the Ontario Heritage Act mandate the assessment of an unreasonable amount of resources for a local municipality within a 2-year timeline;

WHEREAS the new requirement of removal after the 2-year anniversary leaves resources exposed, and unprotected for up to 5 years;

WHEREAS the new requirements do not allow the municipality to further assess our nationally significant resources, more specifically resources connected to the War of 1812, our indigenous communities and culture, people of colour, LGBTQ+, and impacts our community’s commitment to ensure preservation of our inclusive history.

THEREFORE, BE IT RESOLVED that the Council of the Town of Grimsby addresses this resolution to the government of the Province of Ontario, affirming the importance of the Municipal Heritage Register and its role in preserving the cultural heritage of municipalities throughout the province;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby encourages the government of the Province of Ontario to make changes to the Ontario Heritage Act which promote the retention and expansion of the Municipal Heritage Register, including

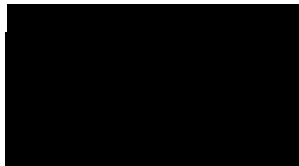
the listing of properties of cultural heritage value or interest that are not currently designated;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby encourages the government of the Province of Ontario to change the Ontario Heritage Act to protect the 60-day demolition provision indefinitely, rather than for a maximum of 2 years in order to provide adequate time for the municipality to consider the heritage value of properties before they may be demolished;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby circulate this notice of motion to the municipalities of Ontario for endorsement and circulation to the Province.

If you require any additional information, please let me know.

Regards,



Bonnie Nistico-Dunk
Town Clerk

cc. All Ontario Municipalities



Northumberland County Council Resolution

SENT VIA EMAIL

April 19, 2023

All Ontario Municipalities

Re: Northumberland County Resolution – Association of Municipalities of Ontario’s (AMO) Call to Action on Housing and Homelessness

At a meeting held on April 12, 2023 Northumberland County Council approved the following Council Resolution # 2023-04-12-270.

Association of Municipalities of Ontario’s (AMO) Call to Action on Housing and Homelessness

Moved by: Councillor Hankivsky

Seconded by: Councillor Logel

“**Whereas** the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario; and

Whereas homelessness requires a range of housing, social service, and health solutions from government; and

Whereas homelessness is felt most at the level of local government and the residents that they serve; and

Whereas municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity, or tools to address this complex challenge; and

Whereas leadership and urgent action is needed from the Provincial Government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario;

Now Therefore Be It Resolved That the Corporation of the County of Northumberland calls on the Provincial Government to urgently:

1. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
2. Commit to ending homelessness in Ontario;
3. Work with the Association of Municipalities of Ontario (AMO) and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal; and

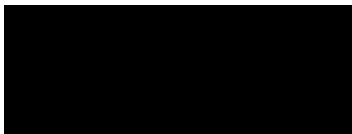
Further Be It Resolved That County Council direct staff to send a copy of this resolution to the Honourable Doug Ford (Premier of Ontario), the Honourable Steve Clark (Minister of Municipal Affairs and Housing), the Honourable Michael Parsa (Minister of Children, Community and Social Services), the Honourable David Piccini (Minister of the Environment, Conservation and Parks and MPP for Northumberland-Peterborough South), the Association of Municipalities of Ontario (AMO), and to all Ontario Municipalities.”

Council Resolution # 2023-04-12-270

Carried

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at matherm@northumberland.ca or by telephone at 905-372-3329 ext. 2238.

Sincerely,



Maddison Mather
Manager of Legislative Services / Clerk
Northumberland County



PORT COLBORNE

Development and Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

"

T 905.835.2900 ext 106 F 905.834.5746

E charlotte.madden@portcolborne.ca

April 17, 2023

Via Email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Re: Municipality of North Perth – School Bus Stop Arm Cameras

Please be advised that, at its meeting of March 28, 2023 the Council of The Corporation of the City of Port Colborne resolved as follows:

That correspondence received from the Municipality of North Perth regarding School Bus Stop Arm Cameras, be supported.

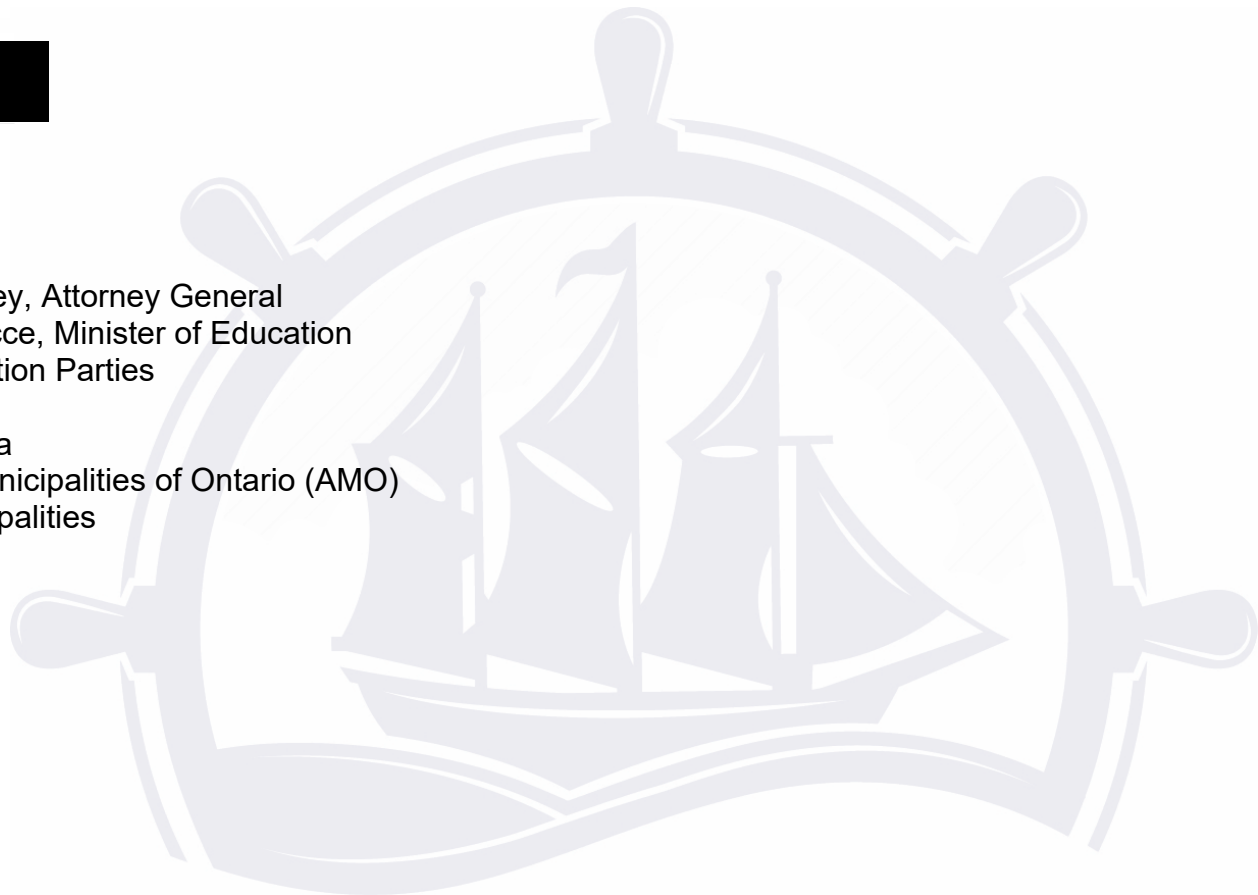
A copy of the above noted resolution is enclosed for your reference.

Sincerely,



Charlotte Madden
Acting City Clerk

cc.
Hon. Doug Downey, Attorney General
Hon. Stephen Lecce, Minister of Education
Provincial Opposition Parties
MPP Jeff Burch
MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities





March 14, 2023

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
Via Email: premier@ontario.ca

Dear Premier Ford:

RE: School Bus Stop Arm Cameras

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held March 6, 2023:

Moved by Councillor Rothwell **Seconded by** Councillor Blazek

WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to:

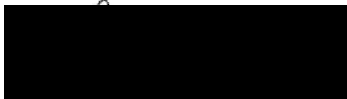
- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

CARRIED

If you have any questions regarding the above resolution, please do not hesitate to contact me at lcline@northperth.ca.

Sincerely,



Lindsay Cline,
Clerk/Legislative Services Supervisor
Municipality of North Perth

cc.
Hon. Doug Downey, Attorney General
Hon. Stephen Lecce, Minister of Education
Provincial Opposition Parties
MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

NOM 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

www.southhuron.ca

April 12, 2023

Via email: premier@ontario.ca

Premier Doug Ford
Legislative Building
Queen's Park
Toronto ON M7A 1A4

Re: Support for the School Bus Stop Arm Cameras

South Huron Council passed the following resolution at their March 20, 2023 Regular Council Meeting:

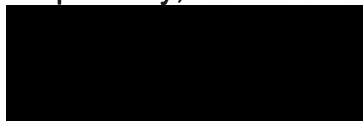
That South Huron Council support the resolution of the Council of the Municipality of North Perth to urge the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and**
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities; and**

That this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae and Lisa Thompson MPPs, AMO and all municipalities in Ontario.

Please find attached the originating correspondence for your reference.

Respectfully,



Alex Wolfe, Deputy Clerk
Municipality of South Huron
awolfe@southhuron.ca
519-235-0310 ext 224

Encl.

cc: Attorney General Doug Downey
Minister of Education Stephen Lece
Provincial opposition parties
Mathew Rae MPP
Lisa Thompson MPP
Amo
All Municipalities in Ontario



MUNICIPALITY OF

North Perth

www.northperth.ca

A Community of Character

330 Wallace Ave. N., Listowel, ON N4W 1L3

Phone: 519-291-2950

Toll Free: 888-714-1993

March 14, 2023

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
Via Email: premier@ontario.ca

Dear Premier Ford:

RE: School Bus Stop Arm Cameras

Pls be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held March 6, 2023:

Moved by Councillor Rothwell Seconded by Councillor Blazek

WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

CARRIED

If you have any questions regarding the above resolution, please do not hesitate to contact me at lcine@northperth.ca.

Sincerely,



Lindsay Cline,
Clerk/Legislative Services Supervisor
Municipality of North Perth

cc.
Hon. Doug Downey, Attorney General
Hon. Stephen Lecce, Minister of Education
Provincial Opposition Parties
MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

From: John Sepulis
Sent: Friday, April 28, 2023 12:52 PM
To: Courtenay Hoytfox
Subject: FW: Ontario Launches New Interactive High-Speed Internet Map - Item for Council Meeting



NEWS RELEASE

Ontario Launches New Interactive High-Speed Internet Map

Province announces service providers for 14 high-speed internet projects

April 27, 2023
[Ministry of Infrastructure](#)

THUNDER BAY — The Ontario government is launching a [new interactive map](#) that will make it easier for residents and businesses to learn more about provincially funded high-speed internet projects across the province. Users can search the map by address, community or municipality to find project details, including information on construction status and internet service providers that will be delivering reliable high-speed internet in unserved and underserved communities.

“I am so proud to launch this new online tool that will help people learn more about high-speed internet access currently available and coming soon to communities across the province,” said Kinga Surma, Minister of Infrastructure. “This user friendly map will provide Ontarians with the latest information about our government’s progress in bringing reliable high-speed internet access to every community by the end of 2025. Through our ambitious plan, our government will ensure that no community will be left behind in today’s digital world.”

Ontario has finalized agreements totalling more than \$2.3 billion for nearly 200 high-speed internet and cellular projects across the province. As part of these agreements, the Ontario government is announcing the internet service providers for [14 high-speed internet projects](#) that will receive over \$8.4 million in provincial funding through the Improving Connectivity for Ontario (ICON) program. These projects, which are also



featured on the [new high-speed internet map](#), will bring reliable high-speed internet access to more than 11,000 homes and businesses across the province.

Ontario is providing families, businesses and communities with the infrastructure they need by investing more than \$184 billion over the next 10 years in roads, highways, public transit, hospitals, long-term care homes, schools, and high-speed internet.

Quick Facts

- The Ontario government is investing nearly \$4 billion to bring access to reliable high-speed internet for every community across the province by the end of 2025. This is the largest single investment in high-speed internet, in any province, by any government in Canadian history.
- In 2021, Ontario passed the [Supporting Broadband and Infrastructure Expansion Act, 2021](#) to help speed up construction of broadband projects. To build upon this legislation, the Ontario government passed the [Getting Ontario Connected Act, 2022](#) which further reduces barriers, duplication and delays.
- High-speed internet provides easy access to more than 55 ServiceOntario online services. Renew your health card, driver's products and more at [Ontario.ca/Renew](#), book appointments at [Ontario.ca/Appointment](#), and sign up for important renewal reminders at [Ontario.ca/Reminders](#) or at 1-800-387-3445 (TTY 1-800-268-7095).

Quotes

"The new interactive map will enable Ontarians to track the status of broadband infrastructure projects in their community and across the province with confidence. This step forward is another example of our government's commitment to expand access to high-speed internet to rural communities across the province to ensure people can live, work and farm wherever they want."

- Lisa Thompson
Minister of Agriculture, Food and Rural Affairs

"Our government is taking action to improve access to reliable high-speed internet for Northern Ontarians. We recognize the importance of broadband for education, job creation and economic growth to keep the North connected and competitive."

- Greg Rickford
Minister of Northern Development and Minister of Indigenous Affairs

"High-speed internet and cellular services are a game changer for our communities, offering connections to a world of opportunities. The Ontario government is making good on its promise to deliver them. This interactive tool will help our residents track when services are coming and who is providing them."



- Colin Best
President, Association of Municipalities of Ontario

Additional Resources

- [Bringing High-Speed Internet Access to More Residents and Businesses](#)
- [Ontario connects: making high-speed internet accessible in every community](#)
- [Accelerated High-Speed Internet Program](#)
- [Ontario Builds: our infrastructure plan](#)

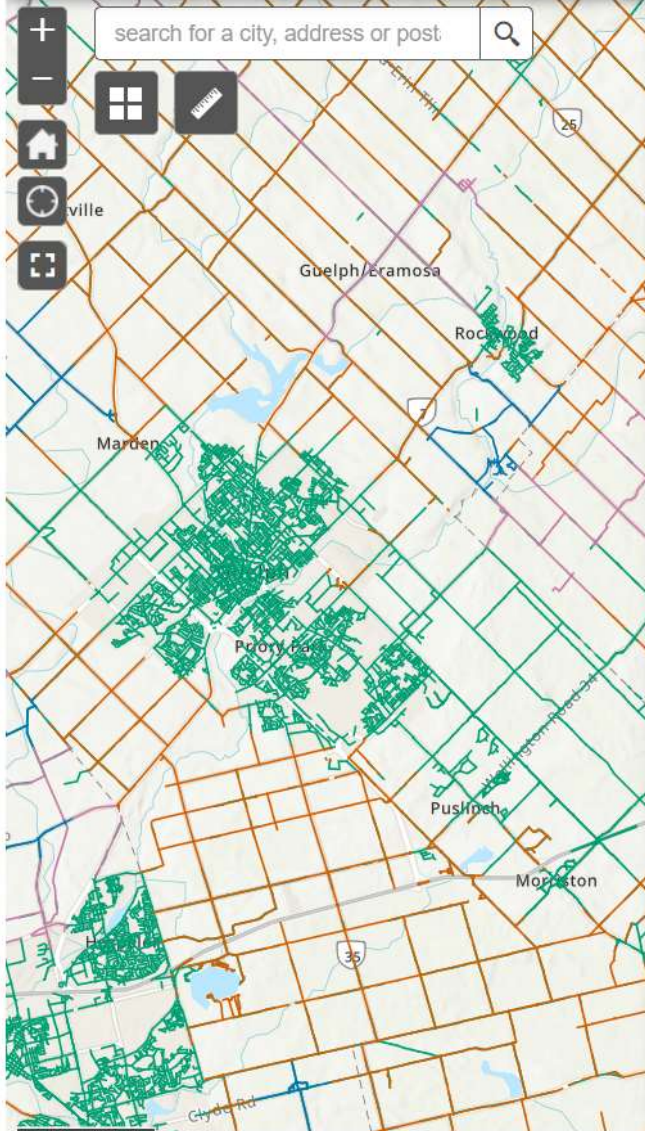
Media Contacts

Andrea Chiappetta
Minister's Office
Andrea.Chiappetta@ontario.ca

Sofia Sousa-Dias
Communications Branch
Sofia.Sousa-Dias@ontario.ca





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About

Legend

-  **Government funded high-speed internet projects**
-  **Pending government funded high-speed internet projects**
-  **Completed government funded projects that provide high-speed internet service**
-  **Currently available high-speed internet service**

About the map

This map shows where high-speed internet access is currently available in communities across Ontario (defined as 50Mbps download and 10Mbps upload speeds, or 50/10) and where the provincial government is funding new high-speed internet projects. You can search by municipality or address to see high-speed internet access near you and click on the government funded projects (in pink, orange and blue) to learn more.

Disclaimer

This web page should be used for reference purposes only. Some of the information on this web page has been provided by external sources, and the data collected may not be complete or accurate. Further, internet providers are continually making investments in their networks. The ministry



REPORT FIN-2023-015

TO: Mayor and Members of Council

PREPARED BY: Mirela Oltean, Deputy Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: May 3, 2023

SUBJECT: 2022 Development Charges
File No. F21 DEV

RECOMMENDATIONS

THAT Report FIN-2023-015 entitled 2022 Development Charges be received; and

THAT Council accepts the Treasurer's declaration that the Township is in compliance with section 59.1(1) of the Development Charges Act, 1997.

Purpose

The purpose of this report is to provide Council with information on the Township's Development Charges and related transactions as of December 31, 2022.

Background

Pursuant to Section 43(2) of the Development Charges Act (DCA), the Treasurer for the Township shall present a financial statement to Council regarding the development charge restricted reserves. The Treasurer's statement is to outline the following:

- Statements of the opening and closing balances of the reserve funds and of transactions relating to the funds;
- Statements identifying,
 - i. All assets whose capital costs were funded under a development charge by-law during the year,
 - ii. For each asset mentioned in (i) above, the manner in which any capital cost not funded under the by-law was or will be funded;

- A statement as to compliance with subsection 59.1 (1); and
- Any other information that is prescribed

Section 59.1 (1) of the DCA specifically prohibits municipalities from imposing additional payments on developers or requiring construction of a service unless specifically authorized under the DCA or another Act. The importance that the province places on this section is reinforced by (a) requiring that the Treasurer’s report include a statement confirming that the municipality is in compliance with Section 59.1(1) and (b) granting extensive investigative powers to the Ministry of Municipal Affairs and Housing to investigate whether a municipality is in compliance.

The Township does not require any “voluntary” payments from developers and the Treasurer confirms that, for 2022 development charges reporting, the Township is in compliance with Section 59.1 (1) of the DCA.

Financial Implications

- The total balance of Development Charges as of December 31, 2022 is \$1,515,070
- Development Charges decreased by \$122,057 from 2021.

Beginning Balance in 2022:		\$1,637,127
DC Revenue in 2022:	\$190,402	
Interest earned:	\$37,502	
Transfers to capital:	\$(349,962)	
Net 2022 Decrease:		\$(122,057)
Ending Balance in 2022:		\$1,515,070

The development charge contributions received in 2022 are lower than 2021 and prior years (with the exception of 2018) as further outlined below. The Township received contributions of \$190K in 2022 compared to \$318K in 2021. The decrease in 2022 development charge contributions is attributed to a slow down in residential growth on vacant land. The number of single detached dwellings that account for the majority of development charges collected by the Township decreased to 31 units in 2022 from 56 units in 2021.

Historical Development Charge Contributions:

Year	Development Charges Contribution
2022	\$190K
2021	\$318K
2020	\$754K Note A
2019	\$256K
2018	\$188K

Note A - The development charges collected in 2020 were higher due to \$544K (72%) collected in 2020 from a developer that entered into a development charges credit agreement with the Township in 2012. The amount of development charges collected in 2020 excluding the amounts collected on the development charges credit agreement amounted to \$210K.

The Annual Treasurer's Statement of Development Charges is listed in Schedule A. Details of Development Charge amounts transferred to Capital, Operating, or Other Funds are listed in Schedule B. Schedule C summarizes the statement of credit holder transactions in 2022 and notes that there were no credit holder transactions during the period or in previous periods.

Applicable Legislation and Requirements

Development Charges Act, 1997
Ontario Regulation 82/98

Engagement Opportunities

In the past, a municipality was required to file the Treasurer's report with the Minister within 60 days of the presentation of the report to Council. In accordance with Section 43 of the DCA, this requirement has been removed and replaced by a requirement that Council shall ensure that the statement is available to the public and that the Treasurer shall give a copy of the statement to the Ministry of Municipal Affairs and Housing upon request.

Therefore, Report FIN-2023-015 and its related attachments will be posted on the Township Financial Reporting Page at puslinch.ca/government/financial-reporting/

Attachments

Schedule A –Annual Treasurer's Statement of Development Charges as at December 31, 2022

Schedule B – Amounts Transferred to Capital, Operating or Other Funds for the 12 months ended December 31, 2022

Schedule C – Statement of Credit Holder Transactions for the 12 months ended December 31, 2022

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

**Annual Treasurer's Statement of Development Charges
As at December 31, 2022**

Schedule A

	Fire Protection Services	Roads and Related	Parks and Recreation	Administration - Studies	Total
Opening Balance- January 1, 2022	658,495	791,910	94,193	92,529	1,637,127
<u>Plus:</u>					
Development Charge Collections	50,375	103,602	24,397	12,028	190,402
Accrued Interest	16,464	16,821	2,531	1,686	37,502
Repayment of Monies Borrowed from Fund and Associated Interest ¹	-	-	-	-	-
Sub-Total	66,839	120,423	26,928	13,714	227,904
<u>Less:</u>					
Amount Transferred to Capital (or Other) Funds ²	-	290,380	2,562	57,020	349,962
Amount Transferred to Operating (or Other) Funds ²	-	-	-	-	-
Amounts Refunded	-	-	-	-	-
Amounts Loaned to Other D.C. Service Category for Interim Financing Credits ³	-	-	-	-	-
Sub-Total	-	290,380	2,562	57,020	349,962
Closing Balance - December 31, 2022	725,334	621,953	118,560	49,222	1,515,070

¹ Source of funds used to repay the D.C. Restricted Reserve

² See Schedule B for details

³ See Schedule C for details

**Statement of Credit Holder Transactions
For the 12 Months Ended December 31, 2022**

Schedule C

Credit Holder	Applicable D.C. Restricted Reserve	Credit Balance Outstanding as of January 1, 2022	Additional Credits Granted During Year	Credits Used by Holder During Year	Credit Balance Outstanding as of December 31, 2022
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N/A - the Township has not issued any Development Charge Credits during the period or in previous periods.



REPORT FIN-2023-018

TO: Mayor and Members of Council

PREPARED BY: Mirela Oltean, Deputy Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: May 3, 2023

SUBJECT: Treasurer's Investment Report for 2022
File No. F12 CAN and A09 INV

RECOMMENDATIONS

That Report FIN-2023-018 entitled Treasurer's Investment Report for 2022 be received; and

That Council accepts the Treasurer's statement that based on the information supplied by Canaccord Genuity Wealth Management, the cash and temporary investments held by the Township of Puslinch during the calendar year 2022 were all prescribed in accordance with Section 418 of the Municipal Act, 2001 and were all eligible as outlined in Ontario Regulation 438/97 and that all related transactions in 2022 comply with the investment policies and goals adopted by the Township on August 13, 2014; and

That no changes be made to the Policy at this time.

Purpose

The purpose of this report is to provide Council with the Treasurer's Investment Report for 2022 as required by Ontario Regulation 438/97 of the Municipal Act.

Background

Pursuant to Ontario Regulation 438/97 of the Municipal Act, the Treasurer for the Township shall prepare an investment report to Council containing the following:

- a statement about the performance of the portfolio of investments;
- a description of the estimated proportion of the total investments that are invested in long-term and short-term securities and a description of the change, if any, in that estimated proportion since the previous year's report;
- a statement by the treasurer regarding whether the investments are consistent with the investment policies and goals adopted by the municipality;
- a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security.

Investment Income

A comparison of the investment income allocated to the Operating Fund and Restricted Reserve Fund in 2022 and 2021 is outlined below:

Description of Fund	2022	2021
Operating Fund	\$198,680	\$62,819
Restricted Reserve Fund	\$68,981	\$20,822
Total	\$267,661	\$83,641

The total investment income of \$267,661 provided an average rate of return of 2.88% (2021 – 0.96%). The average rate of return was calculated based on the amount of investment income obtained in 2022 divided by the average book value of the Township's cash and investment position at December 31, 2022 and December 31, 2021.

Investment income earned has increased in 2022 compared to 2021 due to additional investments of \$1M in 2022 and the increase in interest rates on the Township's investments. In 2022, the Bank of Canada increased its interest rates. The Township was able to benefit from these increases by pursuing yield pick-up strategies where funds were invested into cashable Guaranteed Investment Certificates (GICs) and quickly moved into higher-yielding GICs after the Bank of Canada announced interest rate hikes. The Township also timed investments well during the peak of the interest rate market and locked in investments into 1-year fixed-term GICs that are yielding rates above 5%.

Portfolio Summary

The portfolio summary as of December 31, 2022 and December 31, 2021 at current value consisted of the following:

Type	2022 (\$)	2022 (%)	2021 (\$)	2021 (%)
Cash	\$5,817,259	62%	\$6,829,173	74%
Temporary Investments	\$3,515,280	38%	\$2,448,852	26%
Total	\$9,332,539	100%	\$9,278,025	100%

Overall the Township's available cash and temporary investments has increased by \$55K or 0.6% in 2022 compared to 2021 which is relatively consistent year over year.

The Township's temporary investments as of December 31, 2022 consist of the following:

Issuer	Type	Issue Date	Maturity Date	Principal	Current Value	Interest Rate
Bridgewater Bank	2 year fixed GIC	March 16, 2021	March 16, 2023	\$100,874	\$101,984	1.10%
DUCA Financial	2 year fixed GIC	March 16, 2021	March 16, 2023	\$252,384	\$255,412	1.20%
MCAN Mortgage Corp	2 year fixed GIC	March 16, 2021	March 16, 2023	\$100,914	\$102,074	1.15%
Wealth One Bank of Canada	2 year fixed GIC	March 16, 2021	March 16, 2023	\$69,172	\$69,899	1.05%
RFA Bank of Canada	2 year fixed GIC	Sept 7, 2021	Sept 7, 2023	\$100,510	\$102,139	1.62%
Tandia Financial Credit Union	3 year and 2 day fixed GIC	Sept 7, 2021	Sept 9, 2024	\$251,378	\$255,778	1.75%
Haventree Bank	2 year and 2 day fixed GIC	March 16, 2022	March 18, 2024	\$100,000	\$102,113	2.66%
Coast Capital Savings	2 year and 2 day fixed GIC	March 16, 2022	March 18, 2024	\$100,000	\$102,105	2.65%
Equitable Bank	3 year and 1 day fixed GIC	March 16, 2022	March 17, 2025	\$100,000	\$102,360	2.97%
Equitable Trust	3 year and 1 day fixed GIC	March 16, 2022	March 17, 2025	\$100,000	\$102,360	2.97%

Bank of Nova Scotia	3 year and 1 day fixed GIC	March 16, 2022	March 17, 2025	\$100,000	\$102,344	2.95%
Affinity Credit Union	1 year fixed GIC	July 18, 2022	July 18, 2023	\$1,077,613	\$1,097,461	4.05%
Khalsa Credit Union	1 year fixed GIC	Dec 28, 2022	Dec 28, 2023	\$1,018,829	\$1,019,252	5.05%
Total				\$3,471,674	\$3,515,280	

The investments noted in the table above are 100% guaranteed:

- Bridgewater Bank is 100% guaranteed by Canada Deposit Insurance Corporation (CDIC)
- DUCA Financial is 100% guaranteed by Deposit Insurance Corporation Ontario (DICO)
- MCAN Mortgage Corp is 100% guaranteed by CDIC
- Wealth One Bank of Canada is 100% guaranteed by CDIC
- RFA Bank of Canada is 100% guaranteed by CDIC
- Tandia Financial Credit Union is 100% guaranteed by Financial Services Regulatory Authority of Ontario (FSRA)
- Haventree Bank is 100% guaranteed by CDIC
- Coast Capital Savings is 100% guaranteed by CDIC
- Equitable Bank is 100% guaranteed by CDIC
- Equitable Trust is 100% guaranteed by CDIC
- Bank of Nova Scotia is 100% guaranteed by CDIC
- Affinity Credit Union is 100% guaranteed by Credit Union Deposit Guarantee Corporation (CUDGC)
- Khalsa Credit Union is 100% guaranteed by CUDIC

The Township also maintains a surplus operating cash balance to meet any unexpected financial obligations.

Investment Policy

The Township's investment policy was approved by Council in their meeting on August 13, 2014 through Council Resolution No. 2014-292. The investment policy is attached as Schedule A to Report FIN-2023-018 and it sets out the investment policy of the Township. Ontario Regulation 438/97 recommends that Council at least annually review the investment policy and update it, as necessary, as a result of the review.

Financial Implications

There is no financial impact directly associated with this report.

Applicable Legislation and Requirements

Ontario Regulation 438/97 of the Municipal Act, 2001

Engagement Opportunities

N/A

Attachments

Schedule A: Investment Policy

Respectfully submitted:

**Mary Hasan
Director of Finance/Treasurer**

TITLE: INVESTMENT POLICY

DATE: August 13, 2014

SUBJECT: INVESTMENTS OF SURPLUS FUNDS
File No. A09 INV

Purpose:

To govern and ensure the **prudent** management of the Township of Puslinch's surplus funds and investment portfolio in accordance with the authority for investments provided under Section 418 of the Municipal Act, 2001 and Ontario Regulation 438/97.

Scope:

This policy includes all funds that are the responsibility of the Township of Puslinch ("Township").

Definitions:

Credit Risk: the risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

Diversification: a process of investing assets among a range of security types by sector, **maturity**, and quality rating.

Interest Rate Risk: the risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

Liquidity: a measure of an asset's convertibility to cash.

Long-Term Securities: investments with duration of greater than 365 days at the time of acquisition.

Major Chartered Banks: the following are the six **major chartered banks** referred to in this policy:

- Royal Bank of Canada
- Canadian Imperial Bank of Commerce
- Bank of Montreal
- Bank of Nova Scotia

- Toronto Dominion Bank
- National Bank of Canada

Market Risk: the risk that the value of a security will increase or decrease as a result of changes in market conditions.

Market Value: current market price of a security.

Maturity: the date on which payment of a financial obligation is due.

ONE Investment Program: a professionally managed group of investment funds composed of pooled investments that meet eligibility criteria as defined by regulations under the Municipal Act. The Local Authority Services Limited (LAS) and CHUMS Financing Corporation (CHUMS) operate this program.

Prudent Person Rule: an investment standard outlining the fiduciary responsibilities relating to the investment practices of public fund investors.

Safekeeping: holding of assets (e.g., securities) by a financial institution.

Short-Term Securities: investments with duration of 365 days or less at the time of acquisition.

Township: The Corporation of the Township of Puslinch

Objectives:

Under Ontario Regulation 438/97, Council shall adopt a statement of the municipality's investment policies and goals. The goals and objectives for the investing of surplus funds are as follows, in priority order:

a. Adherence to Statutory Requirements:

All investment activities shall be governed by the Municipal Act, 2001. Investments will be those deemed eligible under Ontario Regulation 438/97 or as authorized by subsequent provincial regulations, and as further defined in this policy.

b. Preservation of Capital:

Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

c. Maintenance of **Liquidity**:

The investment portfolio shall remain sufficiently liquid to meet all cash flow

requirements and to minimize temporary borrowing requirements. To the greatest extent possible, the portfolio will be structured such that securities mature concurrent with anticipated cash demands. Furthermore, since all possible cash demands cannot be anticipated, the portfolio shall consist largely of securities with active secondary or resale markets. A portion of the portfolio may also be placed in local government investment pools (eg. **One Investment Program**) that offer **liquidity** for short-term funds.

d. Yield:

Without compromising other objectives, the **Township** shall maximize the rate of return earned on its portfolio. Investments are generally limited to relatively low risk securities in anticipation of earning a fair return relative to the assumed risk.

Standards of Care:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence would exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Authorized **Township** staff acting in accordance with the Act and regulations thereto and this investment policy, and exercising due diligence, shall be relieved of personal responsibility for the **credit risk**, **interest rate risk**, or **market risk** of any particular security, provided deviations from expectations are reported promptly to Council and the liquidation or the sale of securities is carried out in accordance with the terms of this policy.

Ethics and Conflict of Interest:

Authorized **Township** staff involved in the investment process shall:

- Refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions; and
- Not undertake personal investment transactions with the same individual with whom business is conducted on behalf of the **Township**.

Delegation of Authority:

The Director of Finance/Treasurer will have overall responsibility for the **prudent** investment of the **Township's** portfolio including authorization to:

- Invest surplus funds of the **Township** in accordance with the Municipal Act, 2001, Ontario Regulation 438/97, and this policy;

- Enter into arrangements with banks, investment dealers and brokers, and other financial institutions for the purchase, sale redemption, issuance, transfer and **safekeeping** of securities;
- Execute and sign documents on behalf of the **Township** (**safekeeping** agreements must also be signed by the Chief Administrative Officer);
- Designate certain **Township** staff to carry out the day to day management of the investment program; and
- Perform all other related acts in the day to day management of the investment program.

Safekeeping & Custody:

All securities shall be held for **safekeeping** by a financial institution or institutions approved by the **Township**. Individual accounts shall be maintained for each portfolio. All securities shall be held in the name of the **Township**. The **Township** may consolidate all holdings with one institution.

The depository shall issue a **safekeeping** receipt to the **Township** listing the specific instrument, rate, **maturity** and other pertinent information. The depository will also provide reports which list all securities held for the **Township**, the book value of holdings and the **market value** thereof.

Authorized Investments:

The **Township** may invest in certain securities as set out by Ontario Regulation 438/97 of the Municipal Act.

The portfolio aims for both **diversification** and near risk-free investments to ensure security of capital. Emphasis is placed on securities offered by or unconditionally guaranteed by the Government of Canada, a Province of Canada or the six **major chartered banks**.

The **Township** shall invest only in securities that are expressed or payable in Canadian dollars.

Investment in a municipal investment pool as allowed by Ontario Regulation 438/97, such as the **One Investment Program** is an appropriate investment.

Diversification:

The **Township** shall diversify its investments to the best of its ability based on the type of funds invested and the cash flow needs of those funds. **Diversification** can be by type of investment, number of institutions invested in and length of **maturity**. Investment in a municipal investment pool as allowed by Ontario Regulation 438/97, such as the **One Investment Program**, should be considered an appropriate method of investment **diversification**.

Maximum Maturity:

The **Township** shall hold sufficient funds in short-term investment instruments in order to maintain adequate **liquidity** and meet the day to day cash flow requirements.

To the extent possible, the **Township** shall match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the **Township** will not directly invest in securities maturing more than ten (10) years from the date of purchase. Restricted reserves and other funds with longer-term investment horizons may be invested in securities exceeding ten (10) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of funds.

Performance Benchmarks:

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return through budgetary and economic cycles that is commensurate with the investment risk tolerance, constraints and cash flow needs of the **Township**. The **market value** of the portfolio shall be calculated at the end of each fiscal year by the Director of Finance/Treasurer. This is a requirement for financial statement purposes and ensures that a review of the investment portfolio, in terms of value and price volatility, has been performed. The investment portfolio will be designed to obtain, at a minimum, market rates of return taking into account the **Township's** investment risk tolerance, constraints and cash flow needs.

Reporting:

The Director of Finance/Treasurer, in accordance with legislative requirements, shall submit an annual investment report to Council. The investment report will include the following:

- a.) A statement about the performance of the investment portfolio during the period covered by the report;
- b.) A description of the estimated proportion of the total investments of a municipality that are invested in its own **long-term securities** and **short-term securities** to the total investment of the municipality and a description of the change, if any, in that estimated proportion since the previous year's report;

- c.) A statement by the Director of Finance/Treasurer as to whether or not, in his or her opinion, all investments were made in accordance with the investment policies and goals adopted by the **Township**;
- d.) A record of the date of each portfolio transaction of the **Township's** securities, including a statement of the purchase and sale price of each security; and
- e.) Such other information that the Council may require or that, in the opinion of the Director of Finance/Treasurer, should be included.



REPORT FIN-2023-019

TO: Mayor and Members of Council

PREPARED BY: Mirela Oltean, Deputy Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: May 3, 2023

SUBJECT: 2022 Lease Financing Agreement Summary Report
File No. A09 LEA

RECOMMENDATIONS

That Report FIN-2023-019 entitled 2022 Lease Financing Agreement Summary Report be received; and

That Council accepts the Treasurer's statement that all lease financing agreements are non-material and have been made in accordance with the Township's Lease Financing Agreement Policy as outlined in Schedule B to Report FIN-2023-019.

DISCUSSION

Purpose

The purpose of this report is to comply with the Treasurer's reporting requirements as set out by Ontario Regulation 653/05 of the Municipal Act, 2001.

Background

Lease financing agreements represent long-term commitments of the municipality beyond the term of Council. It is a requirement pursuant to Section 11 of Ontario Regulation 653/05, as amended, at least once a year, the Treasurer report to Council to ensure all lease financing agreements have been made in accordance with the Township's approved policy which is attached as Schedule B to this report.

The intent of the Act and regulation is to impose a higher level of due diligence on lease financing agreements for municipal capital facilities.

A list of the Township's active lease financing agreements as of December 31, 2022 and December 31, 2021 are outlined in Schedule A. Each of the leases on the attached Schedule A represent a non-material lease in accordance with the Township's Lease Financing Agreement Policy.

Financial Implications

The Township's 2022 and 2021 leases consist of 1 photocopier lease, 1 large format digital scanner lease and 1 postage meter lease. The expiry dates for the current agreements range from 2022 to 2025. See below for a summary of the information provided in Schedule A to this report:

- Annual 2022 cost of lease financing agreements is \$3,940.
- Remaining balance of the payments in future years is \$7,368 as of December 31, 2022 and \$2,765 as of December 31, 2021.
- Remaining balance of lease payments in future years as a percentage of the Township's combined long-term debt including leases is 100% as of December 31, 2022 and 100% as of December 31, 2021 as the Township repaid its long-term debt in 2018
 - a) As of December 31, 2022 and December 31, 2021, the Township has zero long-term debt.

Applicable Legislation and Requirements

Ontario Regulation 653/05 of the Municipal Act, 2001

Engagement Opportunities

N/A

Attachments

Schedule A – Treasurer's 2022 Lease Financing Agreements Summary Report

Schedule B – Lease Financing Agreement Policy

Respectfully submitted:

Mary Hasan

Director of Finance/Treasurer

**Township of Puslinch
Treasurer's 2022 Lease Financing Agreements Summary Report**

Schedule A

Department	Lessor	Description of Lease	Lease Term	# of Units	Annual Cost	Full Term Cost	Dec. 31, 2021 Balance Remaining	2022 Cost	Dec. 31, 2022 Balance Remaining
Corporate	Quadient	Postage Meter	November 12, 2021 to November 11, 2024	1	\$ 377	\$ 943	\$ 943	\$ 220	\$ 723
Corporate	LBEL Inc.	Photocopier	Nov. 20, 2016 to April 20, 2022	1	\$ 4,371	\$ 24,040	\$ 1,821	\$ 1,821	-\$ 0
Corporate	Information Network System INS	Large Format Digital Scanner	May 1, 2022 to Apr 30/2025	1	\$ 2,848	\$ 8,543	\$ -	\$ 1,898	\$ 6,644
			Totals		\$ 7,596	\$ 33,526	\$ 2,765	\$ 3,940	\$ 7,368
Total of all other long-term debt (includes both principal and interest)							\$ -		\$ -
							Percentage	100.0%	100.0%



TITLE: LEASE FINANCING AGREEMENT POLICY
DATE: May 6, 2015
SUBJECT: LEASE FINANCING AGREEMENT POLICY
File No. A09 LEA

Purpose:

1. To adopt a statement of the Township of Puslinch's (Township) lease financing agreement policies and goals. Ontario Regulation 653/05, as amended, requires the adoption of such a statement before a municipality may enter into a lease financing agreement.
2. To provide guidance to staff when contemplating lease arrangements for the provision of **Municipal Capital Facilities** as defined in Ontario Regulation 603/06, as amended.
3. To ensure that both staff and Council are aware of the entire cost of the financial lease, of any special risks to the **Township** that are attached to the lease agreement and that alternative sources of financing have been considered.

Definitions

Financing Lease: a lease allowing for the provision of **Municipal Capital Facilities** and the lease may or will require payment by the municipality beyond the term of Council;

Municipal Capital Facilities: includes land, as defined in the Assessment Act, works, equipment, machinery and related systems and infrastructures.

Material Lease: a **Financing Lease** that would result in a **Material Impact** for the **Township**.

Material Impact: means costs or risks that significantly affect, or would reasonably be expected to have a significant effect on, the debt and financial obligation limit prescribed under Ontario Regulation 403/02, as amended.

Township: the Corporation of the Township of Puslinch

Statement of Lease Financing Agreement Policies and Goals:

1. The **Township's** objective is to preserve and improve the long-term financial health of the **Township** and to ensure that prices paid for goods and services make optimum use of **Township** resources. When staff consider the option of a lease financing arrangement, the evaluation of the option must strictly adhere to this goal.
2. Prior to entering into a **Material Lease** the following considerations will be taken into account:
 - a. The financial risks and benefits of the lease transaction, such as a comparison between the fixed and estimated costs and the risks associated with the proposed agreement and those associated with other methods of financing, the effective rate(s) of interest, a sensitivity analysis for leases with variable lease payments, a schedule of all fixed amounts of payment and that which may be required by any extension or renewal of the agreement, and a statement of any contingent payment options associated with termination, replacement, loss, guarantees and indemnities;
 - b. The non-financial risks and benefits of the lease transaction;
 - c. County of Wellington feedback after written notification to the County is provided regarding the lease financing agreement being considered;
 - d. The independent legal and financial opinions of the transaction, including the legality of the terms and provisions of any proposed agreement or agreements, and any other legal considerations affecting the lease transaction;
 - e. An assessment regarding whether the financial and non-financial risks associated with the agreement are reasonable; and
 - f. An assessment regarding whether the cost of financing in the proposed financing agreement is lower than other methods of financing available to the **Township** such as debt, reserves, operating funds.
 - g. The costs and risks associated with a proposed lease financing agreement in the report shall be assessed as of the date the report is made. The summary of information in the report shall include all information required for the entire term of the proposed lease financing agreement, including any possible extensions or renewals.
 - h. At any time after a report regarding a potential lease financing agreement has been made, but before the proposed lease financing agreement is

entered into, if the Director of Finance/Treasurer becomes of the opinion that a changed circumstance with respect to the proposed agreement may result in a **Material Impact** for the **Township**, the Director of Finance/Treasurer shall as soon as reasonably possible update the report and present the updated report to Council.

3. The Director of Finance/Treasurer, in accordance with legislative requirements, shall submit an annual report on lease financing agreements to Council. The report shall include the following:
 - a. A description of the estimated proportion of the total financing arrangements of the **Township** that is undertaken through lease financing agreements to the total long-term debt of the **Township** and a description of the change, if any, in that estimated proportion since the previous year's report;
 - b. A statement by the Director of Finance/Treasurer as to whether, in his or her opinion, all lease financing agreements were made in accordance with the statement of leasing policies and goals adopted by the **Township**; and
 - c. Any other information that Council may require or that, in the opinion of the Director of Finance/Treasurer, should be recorded.

Non-Material Lease Financing Agreements:

1. It is recognized that certain categories of **financing leases** will not involve costs or risks that will significantly affect, or would reasonably be expected to have an effect on the financial debt repayment and financial limits prescribed for the **Township**. The following leases are considered non-material leases:
 - a. Leases for office equipment including photocopiers, multi-functional printers, postage meters, etc. which have been entered into in accordance with the **Township's** Purchasing and Procurement Policy; and
 - b. Leases of real property where the lease is nominal, token consideration or consideration that does not exceed the materiality level of the audited financial statements.



REPORT ADM-2023-021

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: May 3, 2023

SUBJECT: Proposed Legislation Regarding ERO Postings (019-6813 and 019-6822)

RECOMMENDATION

That Council receives report ADM-2023-021 regarding the Proposed Legislation Regarding ERO Postings (019-6813 and 019-6822) for information.

Purpose

The purpose of this report is to provide Council with an update from the April 12, 2023 Council meeting in respect to the ERO postings 019-6813 and 019-6822 and Council's direction to staff.

Background

At the April 12, 2023 Council meeting, Council directed staff as follows:

That Council direct staff at their discretion engage an independent planner and report back at the May 3, 2023 Council meeting regarding applicability of the proposed changes for the Township for Council's consideration.

Staff advise that a number of requests have been made to retain an independent planner that does not have a conflict in providing the Township with an opinion on the proposed legislative changes and the potential impacts to the Township regarding ERO posting 019-6813. Staff are aiming to have a report for Council's consideration at the May 24, 2023 Council meeting.

County Planning staff have indicated that a report will be prepared and presented to County Planning Committee on May 11, 2023. Township staff will ensure to include this report for Council's consideration on May 24 as well. This will ensure Council can make comments to the Province prior to the commenting period closing on June 5, 2023.

Staff reviewed the ERO posting 019-6822 regarding limitations to apply site plan control for residential development of 10 or fewer units on a single lot. This proposed change has relatively low or no impacts for the Township. This is primarily due to the servicing limitations in Puslinch. Staff agree with the analysis of regulatory impacts stated in the ERO posting as being 'generally neutral' and do not recommend any comments be provided to the Province.

Financial Implications

None

Applicable Legislation and Requirements

Planning Act, R.S.O. 1990

Engagement Opportunities

None

Attachments

Schedule "A" ERO Posting 019-6813 Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial policy instrument

Schedule "B" ERO Posting 019-6822 Site Plan for Residential Development of 10 or fewer units

Respectfully submitted,

Courtenay Hoytfox, Municipal Clerk

Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument.

ERO.(Environmental Registry.of.Ontario) number	019-6813
Notice type	Policy
Act	Places to Grow Act, 2005
Posted by	Ministry of Municipal Affairs and Housing
Notice stage	Proposal
Proposal posted	April 6, 2023
Comment period	April 6, 2023 - June 5, 2023 (60 days) Open
Last updated	April 6, 2023

This consultation closes at 11:59 p.m.
on:

June 5, 2023

Proposal summary

The Ministry of Municipal Affairs and Housing (MMAH) is consulting on proposed policies for an integrated province-wide land use planning policy document. MMAH is seeking input on a proposed Provincial Planning Statement that takes policies from A Place to Grow and the Provincial Policy Statement to support the achievement of housing objectives.

Proposal details

Context

The Provincial Policy Statement, 2020 (PPS) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (A Place to Grow) 2019 both provide comprehensive, integrated, whole-of-government policy direction on land use planning matters including:

- Growth management, housing and economic development;
- Infrastructure planning, including sewage, water and stormwater management services, transportation, transit, energy supply and corridor protection;
- Protection and management of resources, including prime agricultural areas, aggregates, natural heritage, water, and cultural heritage; and
- Protection of public health and safety, such as mitigating potential risks due to natural and human-made hazards.

Both policy documents aim to support the achievement of liveable communities, a thriving economy, a clean and healthy environment and social equity, improving the quality of life for all Ontarians.

The PPS is issued under the Planning Act and is the primary provincial land use planning policy document, applying across Ontario. A Place to Grow is a growth plan issued under the Places to Grow Act, 2005. It provides a more detailed framework for where and how growth should be accommodated in the Greater Golden Horseshoe and it works with the Greenbelt Plan, Oak Ridges Moraine Conservation Plan, and the Niagara Escarpment Plan. The Provincial plans build upon the policy foundation of the PPS, providing additional land use policy direction to address issues facing specific geographic areas of Ontario. All provincial plans are to be read in conjunction with the PPS.

Under the Planning Act, planning decisions shall be consistent with policy statements such as the PPS and shall conform with provincial plans like A Place to Grow.

Given the importance of the PPS and A Place to Grow in guiding land use planning decisions in Ontario, ensuring that the policy framework is housing-supportive is integral to the implementation of the Housing Supply Action Plan and meeting the target to construct 1.5 million new homes by 2031.

In 2022, the government initiated a review on approaches for leveraging the housing supportive policies of both documents, removing barriers and continuing to protect the environment through a streamlined province-wide land use planning policy framework.

The government received feedback on the following six themes:

- Residential land supply.
- Attainable housing supply and mix

- Growth management
- Environment and natural resources
- Community infrastructure
- Streamlined planning framework

The input and recommendations received from Indigenous communities, the public, municipalities and stakeholders helped shaped the development of streamlined and housing-focused, land use planning policies. ERO #019-6177 provides an overview of issues raised.

The Province is now seeking input on a proposed Provincial Planning Statement, that would replace the existing Provincial Policy Statement and A Place to Grow: Growth Plan for the Greater Golden Horseshoe.

Proposal

Based on what the government has heard, the Province has combined the elements of A Place to Grow and the PPS into a new land use policy document that the Province is proposing for public feedback. Through this proposed new Provincial Planning Statement, the government is proposing policies grouped under five pillars:

- Generate an appropriate housing supply
- Make land available for development
- Provide infrastructure to support development
- Balance housing with resources
- Implementation

1. Generate an appropriate housing supply

The proposed policies would:

- Identify large/fast-growing municipalities, with specific directions to plan strategically for growth:
 - Establish and meet minimum density targets for: major transit station areas, other strategic growth area (e.g., nodes and corridors), urban growth centres (transitioned from A Place to Grow)
 - Encourage to plan for transit-supportive greenfield density targets
- Require municipalities to provide a range and mix of housing options with an expanded definition to include multi-unit types (laneway, garden suites, low and mid-rise apartments) and typologies (multi-generational, student)

- Require all municipalities to implement intensification policies
- Provide flexibility for municipalities to allow for more residential development in rural settlements and multi-lot residential development on rural lands, including more servicing flexibility (e.g., leveraging capacity in the private sector servicing)
- Require municipalities to permit more housing on farms, including residential lot creation subject to criteria, additional residential units and housing for farm workers
- Require municipalities to align land use planning policies with housing policies, including addressing homelessness and facilitating development of a full range of housing options and affordability levels to meet local needs

2. Make land available for development

The proposed policies would:

- Provide flexibility for municipalities to use government or municipally established forecasts (at minimum), with a transition phase for municipalities in the Greater Golden Horseshoe
- Require municipalities to plan for a minimum 25-year horizon, maintain a 15-year residential land supply and maintain land with servicing capacity for a 3-year supply of residential units
- Provide a simplified and flexible approach for municipalities to undertake settlement area boundary expansions. Municipalities would be allowed to create new Settlement Areas and would not be required to demonstrate the need for expansion
- Require municipalities to plan for and protect industrial and manufacturing uses that are unsuitable for mixed use areas, using a more narrowly scoped definition of “area of employment” limited to these uses and preserving large, contiguous areas of land
- Encourage municipalities to preserve employment areas close to goods movement corridors, coordinating across administrative boundaries and consider opportunities to densify
- Provide municipalities with greater control over employment area conversions to support the forms of development and job creation that suit the local context

3. Provide infrastructure to support development

The proposed policies would:

- Require municipalities to plan for stormwater management, water and wastewater infrastructure, and waste management systems to accommodate growth
- Require municipalities to protect corridors for major infrastructure, such as highways, transit, transmission systems and encourage municipalities to provide opportunities for the development of energy supply to accommodate current and projected needs
- Require the integration of land use planning and transportation with encouragement for freight-supportive and transit-supportive development to move goods and people
- Require municipalities and school boards to integrate planning for schools and growth

4. Balance housing with resources

The proposed policies would:

- Require municipalities to designate specialty crop areas and prime agricultural areas, eliminating the requirement to use the provincially-mapped Agricultural System
- Require municipalities to protect specialty crop areas and maintain minimum separation distances between livestock operations and houses, and promote an agricultural systems approach to support the agri-food network
- Require municipalities to facilitate access to aggregate resources close to market and to protect minerals, petroleum and mineral aggregate resources
- Require municipalities to protect water resources and features and encourage watershed planning
- Update the cultural heritage policies to align with Ontario Heritage Act (OHA) amendments through Bill 108 and Bill 23, with a focus on conserving protected heritage properties
- Require municipalities to prepare for the impacts of a changing climate and develop approaches to reduce greenhouse gas emissions and improve air quality
- Require municipalities to direct development outside of hazardous lands and sites
- As of April 6, 2023, natural heritage policies and related definitions remain under consideration by the government. Once proposed policies and definitions are ready for review and input, they will be made

available through a separate posting on the Environmental Registry of Ontario. This posting (ERO# 019-6813) will be updated with a link to the relevant posting once it is available.

5. Implementation

The proposed policies would:

- Align with recent legislative amendments
- Require municipalities to undertake early engagement with Indigenous communities and coordinate with them on land use planning matters to facilitate knowledge-sharing, support consideration of Indigenous interests in land use decision-making and support the identification of potential impacts of decisions on the exercise of Aboriginal or treaty rights
- Affirm that efficient land-use patterns contribute to increased equitable access to housing, employment, parks and transportation, and encourage municipalities to apply an equity lens on planning matters and engage stakeholders early in the process.
- Encourage coordination, particularly on intermunicipal topics

The government is also proposing an approach to implementation of the new document, if approved. These include the proposed approach to the following:

- Effective date and transition
- Timing for official plan updates
- Various matters specific to the Greater Golden Horseshoe

Should the government adopt the policies, the government would consequentially revoke the Provincial Policy Statement, 2020 and A Place to Grow, as well as amend regulations (O. Reg. 416/05 and O. Reg. 311/06) under the Places to Grow Act, 2005.

The government welcomes your feedback on the proposed policy concepts and proposed wording in the land use policy document. When reviewing the document, some questions for consideration may include:

1. What are your thoughts on the policies that have been included from the PPS and A Place to Grow in the proposed policy document, including the proposed approach to implementation?
2. What are your thoughts on the proposed policy direction for large and fast-growing municipalities and other municipalities?

3. What are your thoughts regarding the proposed policies to generate housing supply, including an appropriate range and mix of housing options?
4. What are your thoughts on the proposed policies regarding the conservation of agriculture, aggregates, natural and cultural heritage resources?
5. What are your thoughts on the proposed policies regarding planning for employment?
6. Are there any other barriers to, or opportunities for, accelerating development and construction (e.g., federal regulations, infrastructure planning and approvals, private/public partnerships for servicing, provincial permitting, urban design guidelines, technical standards, zoning, etc.)?

Relationship to Greenbelt Plan (2017)

The government is proposing an administrative and housing keeping amendment to the Greenbelt Plan so that that policies in the current Greenbelt Plan are maintained should the PPS, 2020 and A Place to Grow be revoked.

This scoped policy change would maintain the existing Greenbelt Plan standards and clarifies that the existing policy connections in the Greenbelt Plan (2017) to the PPS, 2020 and A Place to Grow remain in effect.

Supporting materials

Related files

[Proposed Provincial Planning Statement, April 6 \(https://prod-environmental-registry.s3.amazonaws.com/2023-04/Proposed Provincial Planning Statement, April 6, 2023 - EN.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2023-04/Proposed Provincial Planning Statement, April 6, 2023 - EN.pdf)
pdf.(Portable Document Format file) 672.14 KB

[Proposed Approach to Implementation of the proposed Provincial Planning Statement \(https://prod-environmental-registry.s3.amazonaws.com/2023-04/Proposed Approach to Implementation, April 6, 2023 - EN.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2023-04/Proposed Approach to Implementation, April 6, 2023 - EN.pdf)
pdf.(Portable Document Format file) 175.92 KB

Related links

[More Homes, More Choice: Ontario's Housing Supply Action Plan \(2019\)](https://www.ontario.ca/page/more-homes-more-choice-ontarios-housing-supply-action-plan)
(<https://www.ontario.ca/page/more-homes-more-choice-ontarios-housing-supply-action-plan>)

[More Homes, Built Faster: Ontario's Housing Supply Action Plan 2022-2023](https://www.ontario.ca/page/more-homes-built-faster) (<https://www.ontario.ca/page/more-homes-built-faster>)

[Planning Act](https://www.ontario.ca/laws/statute/90p13) (<https://www.ontario.ca/laws/statute/90p13>)

[Provincial Policy Statement, 2020](https://www.ontario.ca/page/provincial-policy-statement-2020)
(<https://www.ontario.ca/page/provincial-policy-statement-2020>)

[Places to Grow Act, 2005](https://www.ontario.ca/laws/statute/05p13) (<https://www.ontario.ca/laws/statute/05p13>)

[A Place to Grow: Growth Plan for the Greater Golden Horseshoe 2019](https://www.ontario.ca/document/place-grow-growth-plan-greater-golden-horseshoe)
(<https://www.ontario.ca/document/place-grow-growth-plan-greater-golden-horseshoe>)

[Greenbelt Plan \(2017\)](https://www.ontario.ca/document/greenbelt-plan-2017) (<https://www.ontario.ca/document/greenbelt-plan-2017>)

View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the [ERO \(Environmental Registry of Ontario\)](#) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies.](/page/commenting-privacy) (</page/commenting-privacy>)

Comment

Submit by mail

growthplanning@ontario.ca

Provincial Land Use Plans Branch

13th Flr, 777 Bay St

Toronto, ON

M7A 2J3

Canada

Connect with

Contact

US

growthplanning@ontario.ca

Site Plan for Residential Developments of 10 or Fewer Units – Two Proposed new Minister's Regulations under the Planning Act and the City of Toronto Act, 2006

ERO (Environmental Registry of Ontario) number	019-6822
Notice type	Regulation
Act	Planning Act, R.S.O. 1990
Posted by	Ministry of Municipal Affairs and Housing
Notice stage	Proposal
Proposal posted	April 6, 2023
Comment period	April 6, 2023 - May 21, 2023 (45 days) Open
Last updated	April 6, 2023

This consultation closes at 11:59 p.m.

on:

May 21, 2023

Proposal summary

Proposed new regulations through Bill 97: the proposed Helping Homebuyers, Protecting Tenants Act, 2023 introduced in support of Ontario's Helping Homebuyers, Protecting Tenants: Ontario's Housing Supply Action Plan April 2023

Proposal details

Ontario continues to take action to tackle the province's housing supply crisis. We have already introduced a range of measures to increase housing supply and we can see their growing and positive impact. We know it will take time for their impact to be fully felt, but we will continue to move forward with policies aimed at ensuring we reach our goal of 1.5 million homes by 2031.

In this year's housing supply action plan the Helping Homebuyers, Protecting Tenants plan we are combining the Provincial Policy Statement and A Place to Grow: Growth Plan for the Greater Golden Horseshoe into a proposed single document that will streamline Ontario's land use planning rules and encourage more housing.

We're also introducing new legislation called Bill 97: the proposed Helping Homebuyers, Protecting Tenants Act, 2023 and taking steps to make life easier for both renters and home buyers. In partnership with municipalities, we will create the homes that Ontarians need today, tomorrow and in the decades to come.

As part of Helping Homebuyers, Protecting Tenants: Ontario's Housing Supply Action Plan April 2023, the government has introduced Bill 97: the proposed Helping Homebuyers, Protecting Tenants Act, 2023. Schedules [2 and 6] of the Bill propose changes to the Planning Act and the City of Toronto Act, 2006 that – if passed – would provide the Minister of Municipal Affairs and Housing with regulation-making authority to permit municipalities to use site plan control for residential developments of 10 or fewer units on a single lot in specific circumstances.

Proposal:

Two new regulations are proposed that, if Bill 97: the proposed Helping Homebuyers, Protecting Tenants Act, 2023 is passed and the regulations are made, would set out the conditions under which municipalities could use site plan control for residential developments of 10 or fewer units on a single lot (in addition to in the context of land lease communities where site plan control can already be used).

As part of Bill 23, the More Homes Built Faster Act, 2022, the Planning Act was amended to exclude these types of developments from being subject to municipal site plan control. The Building Code/Fire Code health and safety requirements continue to apply (e.g., distance to fire hydrants, access for emergency personnel). The 10-unit limit aligns with a recommendation made by the Housing Affordability Task Force to help create a more permissive land use, planning, and approvals system, reducing the time needed to approve smaller residential developments.

The Ministry of Municipal Affairs and Housing (MMAH) received feedback from municipalities and other stakeholders that there would be significant challenges to addressing certain matters through alternative means. Therefore, we are proposing to allow site plan to be used in these specific circumstances, while maintaining the overall exemption.

The regulations being proposed would, if Bill 97: the proposed Helping Homebuyers, Protecting Tenants Act, 2023 is passed and the regulations are made, specifically permit the use of site plan for parcels of land:

- Any part of which is located within 120 metres of a shoreline; and
- Any part of which is located within 300 metres of a railway line.

The changes are proposed to come into effect immediately on filing of the regulation.

Site Plan Background:

Site plan control is an optional planning tool that a municipality may use to exercise site-specific controls over development. Site plan control can be used to evaluate and manage certain site elements on a lot where development is proposed, such as:

- access for pedestrians and vehicles
- walkways
- lighting
- waste facilities
- landscaping
- drainage
- building orientation.

To use this tool, a proposed site plan control area must be shown or described in an **official plan** (<https://www.ontario.ca/document/citizens-guide-land-use-planning/official-plans>). The municipality must also pass a site plan control by-law designating all or any part of the area shown in the official plan as a site plan control area.

Council must delegate decisions on site plan applications to staff. This control over detailed site-specific matters is meant to ensure that a development proposal is functionally compatible with surrounding uses and minimizes any negative impacts.

Analysis of Regulatory Impact:

The anticipated regulatory impacts of the proposal are generally neutral.

The proposed changes are intended to allow municipalities to use site plan control to manage circumstances that would be challenging to effectively address through other means, while maintaining the overall streamlining goals of the 10-unit exemption.

The changes would have only a minor regulatory and financial impact for the subset of development projects of 10 or fewer residential units on a single lot that meet the conditions and would therefore need to go through site plan approval.

While there are no new administrative costs anticipated to be associated with this proposal, municipalities that had previously updated their site plan control by-laws to conform with the changes made by Bill 23 may experience some administrative burden resulting from the need to make additional updates.

Related links

[Planning Act \(https://www.ontario.ca/laws/statute/90p13#top\)](https://www.ontario.ca/laws/statute/90p13#top)

[City of Toronto Act, 2006 \(https://www.ontario.ca/laws/statute/06c11?search=city%20of%20toronto%20act\)](https://www.ontario.ca/laws/statute/06c11?search=city%20of%20toronto%20act)

[Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023 \(https://www.ola.org/en/legislative-business/bills/parliament-43/session-1/bill-97\)](https://www.ola.org/en/legislative-business/bills/parliament-43/session-1/bill-97)

[Helping Homebuyers, Protecting Tenants \(https://www.ontario.ca/page/helping-homebuyers-protecting-tenants\)](https://www.ontario.ca/page/helping-homebuyers-protecting-tenants)

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Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERO (Environmental Registry of Ontario) number for this notice in your email or letter to the contact.

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PlanningConsultation@ontario.ca



REPORT BLD-2023-002

TO: Mayor and Members of Council

PREPARED BY: Sarah Huether, Taxation & Customer Service Supervisor

PRESENTED BY: Andrew Hartholt, Chief Building Official

MEETING DATE: May 3, 2023

SUBJECT: Building Department First Quarter Update – January to March 2023

RECOMMENDATION

That Report BLD-2023-002 entitled Building Department First Quarter Update – January to March 2023 be received; and

Purpose

The purpose of this report is to provide Council with an update of the activities in the Building Department for the First Quarter of 2023 (January, February and March).

Background

Council receives a summary of the Township building permits on a quarterly basis.

Financial Implications

The Building Code Act requires that the total amount of building permit fees meets the total costs for the municipality to administer and enforce the Building Code Act and Regulations. Building permit fees were established to fully recover the Township's cost of providing building permit services, including an allocation of administrative overhead/indirect costs. Any surplus revenue from building permit fees is transferred to a restricted reserve, to be drawn upon in years of declining building activity.

Applicable Legislation and Requirements

Building Code Act, 1992, S.O. 1992, c. 23

Attachments

Schedule A – First Quarter 2023 report and Comparison Charts

Respectfully submitted,

Reviewed by:

Sarah Huether
Taxation & Customer Service
Supervisor

Andrew Hartholt
Chief Building Official

Building Permit Comparison Summary - Schedule A

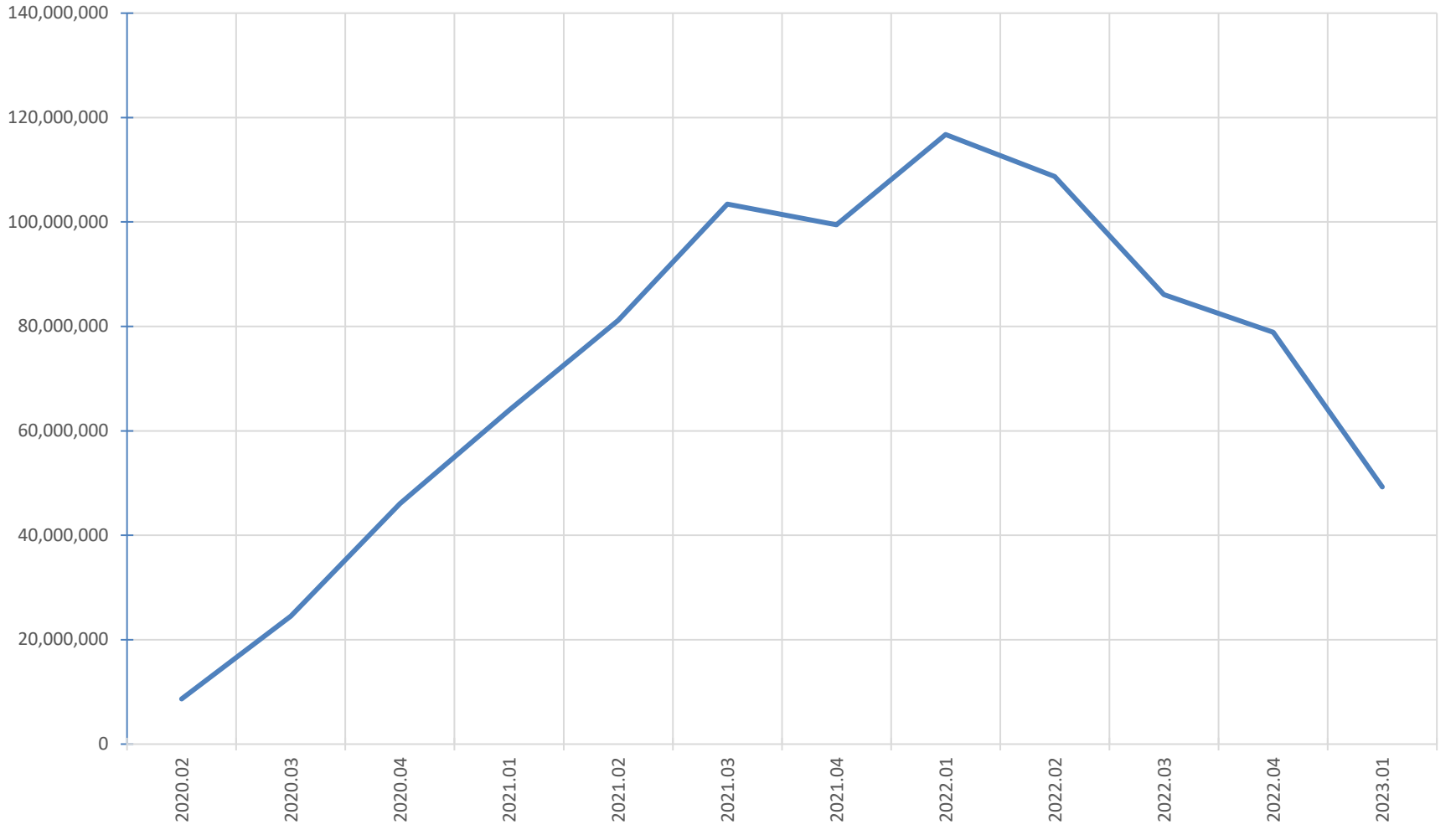
Report BLD-2023-002

First Quarter - January to March 2023

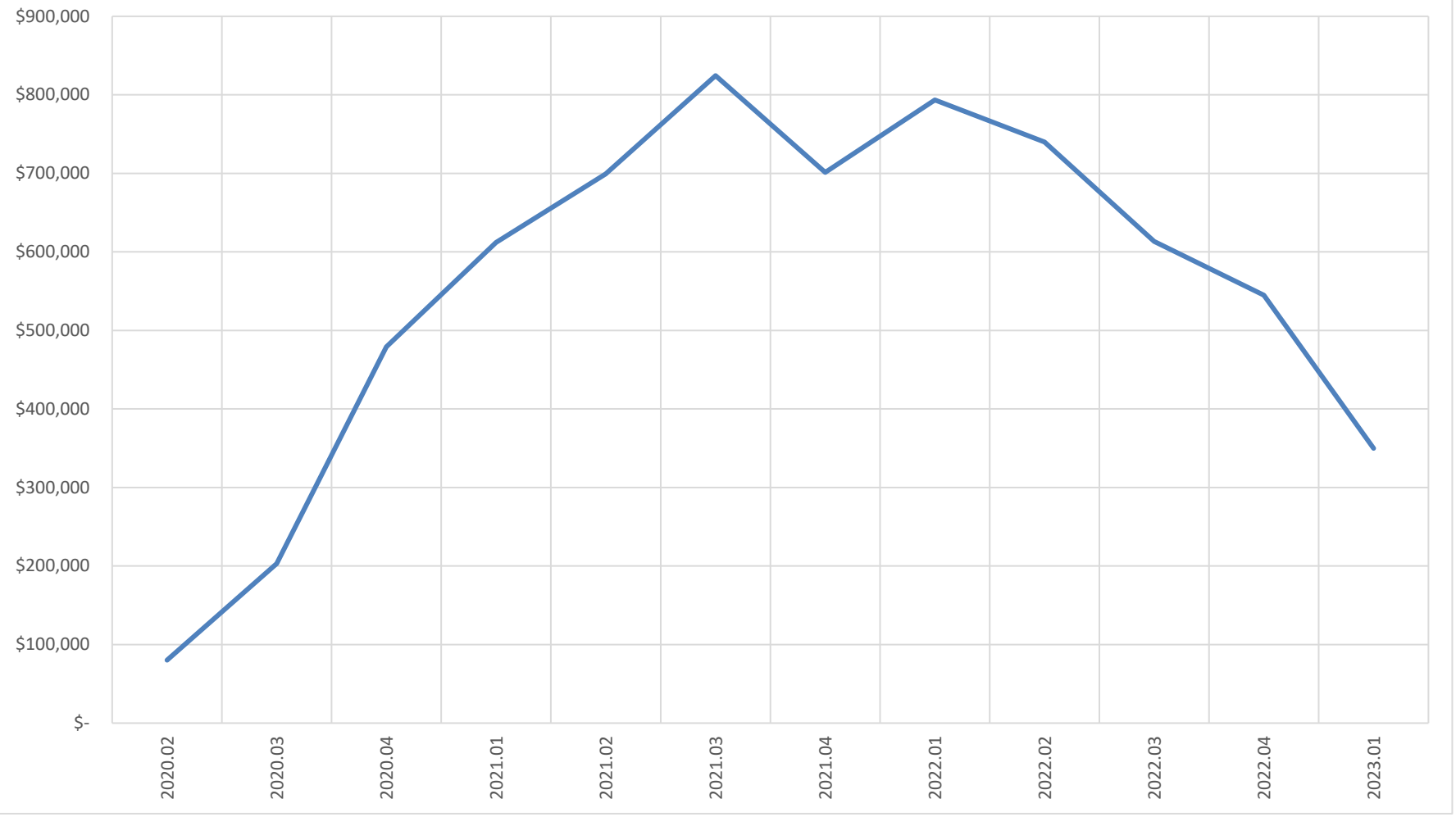
Category	Permit Count		Total Permit Fees		Cost of Construction	
	2023	2022	2023	2022	2023	2022
Accessory Structures	5	14	\$4,966	\$15,471	\$1,015,000	\$1,735,299
Agricultural Structures	0	2	\$0	\$5,320	\$0	\$655,400
Commercial/Industrial	1	0	\$1,076	\$0	\$2,300,000	\$0
Demolition	2	4	\$340	\$656	\$128,000	\$1,027,000
Miscellaneous Permits	1	1	\$176	\$439	\$13,000	\$28,000
Plans Resubmission	2	2	\$683	493	N/A	\$0
Pools Enclosure	2	6	\$471	\$1,354	\$230,000	\$510,000
Residential Buildings	11	28	\$19,121	\$185,353	\$1,673,000	\$30,439,582
Residential Sewage System	5	25	\$3,228	\$16,017	\$205,000	\$821,752

SUMMARY TOTALS	2023	2022
Total Permits Issued	29	82
Total Dwellings Created	1	18
Total Permit Fees	\$30,061	\$225,105
Total Permit Value	\$5,564,000	\$35,217,033

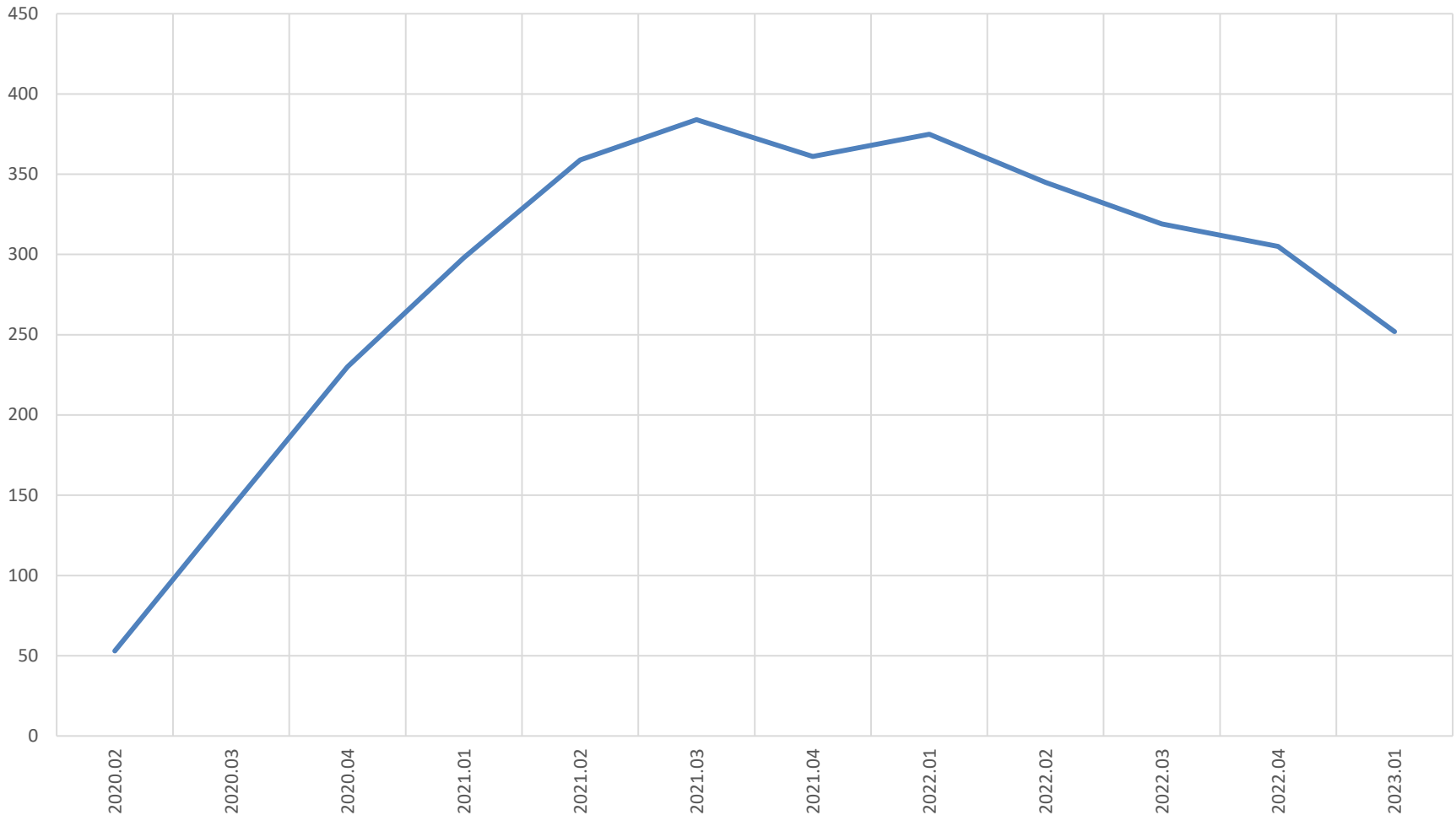
Total Value of Permits, 12 Month Rolling Total



Total Fees Collected, 12 Month Rolling Total



Total # of Permits, 12 Month Rolling Total





REPORT PD-2023-002

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk
Lynne Banks, Development & Legislative Coordinator

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: May 3, 2023

SUBJECT: Zoning By-law Amendment Application (D14/WDD) Request for Council
to deem the application complete/incomplete

File: D14/WDD

RECOMMENDATION

That Report PD-2023-002 entitled Zoning By-law Amendment Application (D14/WDD) Request for Council to deem the application to be complete/incomplete be received; and

Whereas there are a number of outstanding items as noted in the summary report attached a Schedule "A";

And therefore, that Council deem the zoning amendment application to be incomplete until the items are addressed by the applicant to the satisfaction of the Township; and

That Council direct staff to continue the review of the application and present Council with an updated report for consideration at a future meeting.

Purpose

The purpose of this report is to:

1. Advise Council of the application for a Site Specific Zoning By-law Amendment for the property described as Pt. Lt. 31, Concession 8, Township of Puslinch to Urban Residential Site-Specific Special Provisions XX (UR-XX) ZONE and Natural Environmental (NE) ZONE

with an Environmental (EP) overlay. The site is currently zoned Urban Residential (UR), Future Development 2 (FD2) and Natural Environment (NE) zone; and

2. Obtain confirmation from Council that the application can be deemed to be incomplete until such time as documents required as a result of the pre-consultation are submitted to the satisfaction of the Township. Staff will provide Council with an updated report at a future meeting once Township staff and consultants are satisfied the application can be deemed to be complete.

Background

Application

The proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018 to rezone the lands from Urban Residential (UR), Future Development 2 (FD2) and Natural Environment (NE) zone to Urban Residential Site-Specific Special Provisions XX (UR-XX) ZONE and Natural Environmental (NE) ZONE with an Environmental (EP) overlay to permit a subdivision development.

The following reports and plans have been submitted with this application:

- Planning Justification Report – Weston Consulting, dated March, 2023;
- Environmental Impact Study – Colville Consulting Inc., dated February 2023;
- Hydrogeological Assessment – Terraprobe, dated February 2023;
- Nitrate Loading Assessment Letter -Terraprobe, dated February 2023;
- Geotechnical Investigation – Terraprobe, dated October 2022;
- Fluvial Geomorphological and Meander Belt Width Assessment – GEO Morphix Ltd., dated February 2023;
- Tree Preservation Plan – Colville Consulting Inc., dated February 2023;
- Functional Servicing & Preliminary Stormwater Management Report - Crozier, dated February 2023;
- Traffic Impact Study – GHD, dated February 2023;
- Stage 2 Archaeological Property Assessment - AMICK Consultants Limited, dated February 2023;
- Phase One Environments Site Assessment - Niagara Soils Solution dated March 2022;
- Draft Plan of Subdivision;
- Civil Engineering Plans;
- Topographic Survey

Consultation:

1. Pre-Consultation

A pre-submission consultation for the proposed rezoning was submitted on December 20, 2021 and the applicant was provided with preliminary comments from Township Staff and its consultants representing the Township and external agencies.

2. Staff and Agency Circulation Comments

The zoning amendment application was circulated for preliminary review March 23, 2023 to the Township's consultants, staff, County of Wellington staff, and external agencies for review and comments.

Conservation Halton has noted that some of the requested information to be submitted with the zoning application has not been provided. GM Blue Plan has noted that the proposal includes for road right-of-ways that do not conform to the Township standards. GM BluePlan also notes that the proposed Stormwater Monitoring system will require a more in depth review. All comments provided to date by the commenting agencies from the first pre-submission circulation are attached as Schedule "A" to this report.

Section 34(10.4) of the *Planning Act* outlines the requirement for providing the applicant a response regarding completeness of an application as follows:

Response re completeness of application

(10.4) Within 30 days after the person or public body that makes the application for an amendment to a by-law pays any fee under section 69, the council shall notify the person or public body that the information and material required under subsections (10.1) and (10.2), if any, have been provided, or that they have not been provided, as the case may be. 2006, c. 23, s. 15 (4).

Once the application is deemed to be complete by Council, the Township will have 90 days to process the application in order for Council to make a decision on the zoning amendment application. Within the 90 days the Township will be required to complete the following:

- Circulate notice properties within a 120 metre buffer in addition to all required agencies;
- Peer review all submitted materials to the satisfaction of the Township;
- Present the application to the Township Planning and Development Advisory Committee for comments;
- Schedule and conduct at least one public meeting;

- Advertise the complete application and public meeting in the Wellington Advertiser in accordance with statutory notice requirements and installing physical signage on the property; and
- Provide Council with a planning recommendation report and proposed by-law.

Given the fast pace of the new timelines set by the Province, it is critical that all required information is provided to the Township prior to deeming the application to be complete.

Staff recommend that Council deem the application to be incomplete at this time as the Township is requesting further information be provided by the applicant. The applicant has paid the required fee to the Township and is responsible for paying all third party costs. Staff do not recommend that applicant re-pay the Township administration fee and simply continue to work towards a complete application.

Financial Implications

None

Applicable Legislation and Requirements

County of Wellington Official Plan
Township of Puslinch Zoning By-law 2018-023
Planning Act, R.S.O. 1990, as amended

Attachments

Schedule "A" – Comment Summary

Respectfully submitted,

Reviewed by:

Lynne Banks
Development & Legislative
Coordinator

Courtenay Hoytfox
Municipal Clerk

KEY MAP





Comment Summary – Zoning By-law Amendment Application – WDD Main St. Inc.

Consultant	Comments
GM BluePlan - Engineers	See letter attached
County of Wellington Planning	See letter attached
Ecologist	See letter attached
Stan Denhoed-Township Hydrogeologist	See letter attached
Township of Puslinch Fire Department – Brent Smith	Provide an adequate water supply for firefighting purposes
Township of Puslinch Building Department – Andrew Hartholt	I have no comments at this stage of the application. The lots appear larger enough to accommodate a private sewage system and well as currently shown.
Township of Puslinch Public Works – Mike Fowler	<p>Public works has a couple comments.</p> <p>1# Has the developer considered using the unopened road allowance to access Queen Street?</p> <p>2# Main Street is identified as the main access route. At this time, this road section will require upgrading as it is not a full 7 metre platform which meets the Township standards for subdivision accesses and main traffic flow.</p> <p>3# Is the consideration for the Back street access to be utilized as well? Again, this section of road would require updating as well.</p>



Township of Puslinch By-law – Jacob Normore	No comments or concerns at this time.
Source Water	Since this property is not located in a vulnerable area (wellhead protection area, issues contributing area, intake protection zone etc.), the application can be screened out and it does not require a Section 59 notice under the <i>Clean Water Act</i> .
Halton Conservation	<p>The submission contains the majority of the information requested at the January 2022 Preconsultation (email correspondence from Ola Panczyk dated January 27, 2022) with the exception of the following documents/reports:</p> <ul style="list-style-type: none"> • Delineation of all regulated features and hazards on a topographic survey prepared by an Ontario Land Surveyor, to the satisfaction of CH • Hydrologic and Hydraulic analysis prepared by qualified professional engineer • Hydrologic evaluation including feature-based water balance considering surface and groundwater <p>The documents/report listed above will need to be submitted to support the ZBA application and the associated Subdivision Application (which has not been circulated by the County of Wellington).</p>
MTO	See letter attached



April 24, 2023
Our File: 122006-002

Township of Puslinch
7404 Wellington Road 34
Guelph, ON N0B 2J0

Attention: Ms. Lynne Banks

Re: Pre-Submission Consultation
11 Main Street, Morriston
Township of Puslinch

Dear Ms. Banks,

A Zoning By-law Amendment application was received from the Township on March 23, 2023 regarding a proposed residential subdivision on the subject lands at 11 Main Street in Morriston. The Draft Plan of Subdivision submitted shows twenty-three (23) residential lots, ranging from 0.2 to 0.24 hectares. Twenty-two (22) of the lots front a proposed right of way, connected to an extension of Ochs Street, while one (1) lot fronts Main Street.

The following documents were reviewed and considered for Zoning By-law Amendment:

- 11 Main Street Cover Letter for ZBA, prepared by Weston Consulting, dated March 1, 2023.
- Zoning By-law Amendment application form, prepared by Weston Consulting, dated March 1, 2023.
- Draft Plan of Subdivision Application Form, prepared by Weston Consulting, dated March 23, 2023.
- Draft Plan of Subdivision, prepared by Weston Consulting, dated February 23, 2023.
- Geotechnical Investigation, prepared by Terraprobe, dated October 3, 2023.
- Functional Servicing and Preliminary Stormwater Management Report, prepared by Crozier Consulting, dated February 2023.
- Civil Engineering Drawings, prepared by Crozier Consulting, dated February 17, 2023, including:
 - Preliminary Site Servicing Plan (East)
 - Preliminary Site Servicing Plan (West)
 - Site Grading Plan (East)
 - Site Grading Plan (West)
 - Pre-Development Drainage Plan
 - Post-Development Drainage Plan
- Legal Survey, prepared by J.D. Barnes, dated September 20, 2022.
- Topographic Survey, prepared by J.D. Barnes, dated September 16, 2022.
- Traffic Impact Study, prepared by GHD, dated February 16, 2023.
- Stage 2 Archeological Property Assessment, prepared by AMICK Consultants, dated February 12, 2023.
- Phase One Environmental Site Assessment, prepared by Niagara Soil Solutions, dated March 10, 2022.
- Fluvial Geomorphological and Meander Belt Assessment, prepared by Geo Morphix, dated February 17, 2023.

We defer review of the following to Township Planning and Development:

- Planning Justification Report, prepared by Weston Consulting, dated March 2023.

We defer detailed review of the following to Wellington Source Water Protection:

- Nitrate Loading Impact Assessment Letter, prepared by Terraprobe, dated February 23, 2023.
- Hydrogeological Assessment, prepared by Terraprobe, dated February 23, 2023.

We defer detailed review of the following to the Township Hydrogeologist:

- Hydrogeological Assessment, prepared by Terraprobe, dated February 23, 2023.

We defer detailed review of the following to the Township Ecologist:

- Environmental Impact Study, prepared by Colville Consulting, dated February 2023.
- Tree Preservation Plan, prepared by Colville Consulting, dated February 28, 2023.

Based on our review of the site and associated documents, we provide the following comments:

Deficiencies/Outstanding Matters

Item No.	Matter / Requirement	Drawing / Document Reference	Date Issue Identified	Comment
1.	Right-of-way Profiles	Grading Plans	April 20, 2023	The proposed development proposes an 18m wide rural cross section complete with roadside ditches and reduced pavement widths. A 20m wide <u>urban</u> cross-section complete with curb and gutter, storm sewer system and sidewalk is required per Township of Puslinch Municipal Development Standards and Township of Puslinch Standard Drawing 102 (STD-102). Please revise for the next submission.
2.	Cul-de-sac Radius	Grading Plans	April 20, 2023	As per Township of Puslinch Municipal Development Standards, the cul-de-sac bulb right-of-way radius shall be revised from 18m to 20m.
3.	Quality Control	FSR	April 20,2023	The FSR needs to demonstrate how Enhanced quality control is met (i.e. 80% total suspended solid removal). It appears that a treatment train is not created as grassed swales are the only method of quality control for the runoff being infiltrated. An additional mechanism such as but not limited to an oil/grit separator would be required to have a treatment train.
4.	Infiltration Water Quality	FSR	April 20, 2023	<p>The proponent should be cognizant of any potential impacts of infiltrating road runoff which contains chlorides and other pollutants. There could be a potential for contaminant spills or oils to be infiltrated in the ground via the proposed infiltration trenches (no oil/grit separator is proposed in the FSR). We recommend infiltration of 'clean' runoff only (i.e. infiltration of building rooftop runoff and/or grassed areas only).</p> <p>In addition, the proposed drinking water wells are located at the front of the lot in close proximity to the infiltration trenches which introduces further concerns regarding infiltration of possible roadway contaminants.</p> <p>We defer to the Township Hydrogeologist and Wellington Source Water Protection for comments on the infiltration water quality and the effect on drinking water wells.</p>

Item No.	Matter / Requirement	Drawing / Document Reference	Date Issue Identified	Comment
5.	Infiltration Trenches/Galleries	Servicing Plans / FSR	April 20, 2023	<p>The FSR proposes surface ponding up to 0.3m in the roadside ditches and subsurface storage/infiltration in a series of longitudinal infiltration galleries located below the proposed roadside ditches. While this concept could work in principle for a flat area, we express concerns in the ability to capture and store the runoff when some of the roads are graded at close to an 8% slope. The stormwater management calculations assume that 0.3m ponding is available throughout the roadside ditches and that the sub-surface galleries can fill up with water. Even with the construction of check dams, terracing or elevated culverts as mentioned in the FSR, due to the steepness of the roads, the volume potential outlined in the stormwater management calculations would be extremely challenging to achieve.</p> <p>Furthermore, it is unclear how the 0.3m ponding in the ditch is proposed to work with driveway culverts. The Town is not in support of a roadside ditch system in urban centers and hamlets, let alone a roadside ditch system that has the potential to pond water for prolonged periods of time.</p> <p>Additional concerns with the location of infiltration galleries and utility infrastructure – this will introduce a maintenance concern for the Township.</p>
6.	Post-Development Drainage Plan	FSR	April 20, 2023	Please label the imperviousness of the external areas on the Post-Development plan for consistency.
7.	Roadway Grade	Grading Plan	April 20, 2023	Please note that the maximum allowable roadway grade is 6% in the Township of Puslinch.
8.	Ochs Street Labels	Plans	April 20, 2023	Please label Ochs Street on all plans.

Item No.	Matter / Requirement	Drawing / Document Reference	Date Issue Identified	Comment
9.	Infiltration Gallery Detail	Grading Plan	April 20, 2023	<p>The function of the 150mm diameter perforated pipe and surface ponding capability of the system is questionable. It appears that the 150mm diameter perforated pipe would convey the drainage prior to the ability of the system to pond on the surface or use the <u>last 150mm of storage in the gallery</u>.</p> <p>Inconsistencies between the FSR and infiltration gallery detail with respect to gallery and overflow pipe dimensions. (i.e. FSR states 1.0m deep gallery with 100mm diameter overflow pipe, detail shows 0.9m deep gallery with 150mm diameter overflow pipe).</p> <p>The notes regarding placing sod on top of geotextile wrapped media need further clarification as the topsoil is not proposed to be wrapped in geotextile.</p>
10.	Quantity Control of Stormwater	FSR	April 20, 2023	The post-development 2-year storm event does not appear to match pre-development flow rates. Please revise.
11.	External Areas	FSR	April 20, 2023	Please confirm if the external catchments are to be conveyed through the site in the proposed development. In the VO model, the external catchments are added in at the end of the model while the report text it states that the catchments will drain through the site to Bronte Creek. If these areas are conveyed through the site, the stormwater management calculations (quality and quantity control) need to demonstrate that the proposed stormwater management system can handle the conveyance of the two external areas without surcharging the system.
12.	Stormwater Model – Visual OTTHYMO	FSR – VO Schematics	April 20, 2023	<p>Please replace the wording of the “Post-Development” schematic title to reflect a post-development uncontrolled scenario.</p> <p>Please replace the wording of the “Post-Development w/ Mitigation” to be “Post Development Controlled”. This will make it consistent with Table 8 in the report and will make ultimate conditions clear.</p>
13.	Fire Storage Tank	Servicing Plans	April 20, 2023	Please give representation to the location of the fire storage tank on the Servicing Plans.
14.	FSR Text	FSR	April 20, 2023	Please review the text presented in Section 7.3 paragraph four describing imperviousness.

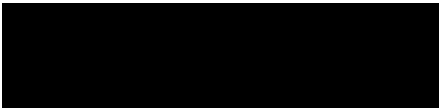


At this time, we cannot support the approval of the Zoning By-law Amendment and Draft Plan of Subdivision until the above comments are addressed as it is unclear how the stormwater management objectives for the site will be achieved and how the Township of Puslinch standard 20m wide urban right-of-way cross section will impact the development concept. Revised stormwater management facility locations shall be explored outside of the municipal right-of-way. The development concept, associated drawings and reports must be revised to include the 20m wide urban municipal right-of-way cross section as outlined in the Township of Puslinch Municipal Development Manual.

If you have any questions or require additional information, please do not hesitate to contact us.

Yours truly,

GM BLUEPLAN ENGINEERING
Per:



Sergio Zaga, M.Eng.
Project Designer



Steve Conway, C.E.T., rcsi, PMP
Project Manager



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
MEAGAN FERRIS, RPP MCIP MANAGER OF PLANNING AND ENVIRONMENT
TEL: (519) 837-2600 EXT. 2120
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

April 12th, 2023

Glenn Schwendinger
CAO
Township of Puslinch
7404 Wellington County Rd 34
Puslinch, On
N0B 2J0

Dear Mr. Schwendinger:

**Re: ZONING BY-LAW AMMENDMENT – Initial Comments
WDD Main Street Inc. c/o Faisal Hamadi
No Municipal Address, Morriston
Township of Puslinch**

Please find the preliminary Planning comments below in reference to the above noted Zoning By-law amendment based on our *preliminary* review of the documents below. These comments are provided based on an initial review of the following (below) submitted items as they relate specifically to planning.

It is anticipated that many of these studies are being reviewed by the appropriate technical staff/consultants and agencies.

Reports Submitted:

- Planning Justification Report prepared by Weston Consulting (March 2023)
- Draft Zoning By-law (Text and Schedule) by Weston Consulting
- Nitrate Loading Impact Assessment Letter prepared by Terraprobe (February 23, 2023)
- Geotechnical Investigation prepared by Terraprobe (October 3, 2022)
- Fluvial Geomorphological and Meander Belt Width Assessment prepared by GEO Morphix Ltd. (February 17, 2023)
- Environmental Impact Study and Tree Preservation Plan prepared by Colville Consulting Inc. (February, 2023 & February 28th, 2023)
- Functional Servicing & Preliminary Stormwater Management Report prepared by Crozier Consulting Engineers (February 2023)
- Traffic Impact Study prepared by GHD (February 16th, 2023)
- Phase 1 Environmental Site Assessment prepared by Niagara Soils Solutions Ltd. (March 10th, 2022)

It is noted that this proposal was submitted with a concurrent application to the County of Wellington (a Draft Plan of Subdivision) which included additional submission details such as a draft plan, engineering plans, surveys, and a Stage 2 Archaeological Assessment.

Planning Comments:

General

1. All of the supporting information has identified that subject parcel as being “11 Main Street, Morriston”; however, the County’s records do not appear to align this specific address with this parcel. This is simply being noted for clarification purposes. It is further noted for clarification purposes that the proposal intends to extend “Ochs Street”; however, based on the County’s information the proposal would have a minor extension to Back Street.
2. This proposal is also related to a Draft Plan of Subdivision which has been submitted to the County, but has not yet been deemed complete. As this zoning is specifically related to another planning application and associated process that does not have same statutory time lines and forms the basis for the proposed Zoning By-law amendment, the Township may want to consider this and how it will impact the decision timelines for the subject Zoning By-law amendment. It is suggested that the Township focus their review on the Draft Plan of Subdivision first.
3. It is noted that this development proposal does not include a proposed Stormwater Management Pond and this approach will require a detailed review and acceptance from the Township’s Engineers. It is also noted that an individual park is not proposed due to proximity to an existing park. Parkland dedicated would be anticipated based on this proposal.

Ownership of the large woodland block will likely need to be clarified and discussed, including if there is interest from the Township in developing trails through the woodlands. At this time, it does not appear any trails are proposed.

4. Public Engagement – The applicant’s Planning Justification Report has indicated that the statutory requirements under the *Planning Act* will suffice for public engagement for the subject development; however, public engagement will need to be considered based on how the Township addresses dealing with concurrent applications (see item 2 above). It is further noted that changes to the *Planning Act* have removed the requirements for Draft Plans of Subdivision to have public meetings.

The Township should consider if they still wish to host a Public Meeting for the Draft Plan of Subdivision and/or require a developer lead Open House.

Official Plan

5. The subject property is located within the Urban Centre of Morriston and is designated as: Residential and Green Land System.

The Residential designation allows a broad type of residential uses of varying types and densities. Some non-residential uses are also permitted such as home occupations and convenience stores; however, the development is specifically proposed for residential purposes.

The Green Land System is broken down into two types of designations – the Core Green Land System which includes the following features: flood plain and Provincially and Locally Significant Wetlands; and the Green Land System which includes the following features: Significant Woodlands.

It is noted that Morriston is part of the County's Urban System; however, through County OPA 119 (Phase 1 of the Municipal Comprehensive Review), this area is identified as part of the Rural System and as a "Secondary Urban Centre".

The applicable conservation authority is the Conservation Halton (CH); however, it is noted that changes to the *Planning Act* will require a coordinated review between the CH and the Township' and County's Ecological Consultants.

The site is also partially within the Paris Galt Moraine Policy Area and staff well need confirmation that the Township's Hydrogeologist is satisfied that Section 4.9.7 Paris and Galt Moraine Policy Area are addressed.

6. Based on information available to planning staff the subject the property is not located within a Wellhead Protection Area.
7. The County Official Plan has policies in relation to Rural Servicing, with Section 11.2.3 of the Official Plan requiring a Servicing Options Assessment to be completed for multi-lots on private services. The need for an addendum letter that confirms these policies have been assessed has been requested by the County as part of the related Draft Plan of Subdivision.

Zoning

8. The subject lands are zoned primarily as Future Development 2 (FD2 Zone), with a portion being within the Urban Residential (UR) Zone and the Natural Environment (NE) Zone. The Township's Environmental Protection Overlay applies to all of the features. Within the FD Zone, a single detached dwelling is permitted subject to the zone standards of the UR Zone. Within the UR Zone the following uses are generally permitted: dwellings (singles, semis, duplexes, townhouses); bed and breakfast; additional residential units; boarding/lodging and rooming house; group home; home business; long care facilities; private home day care; retirement home; parks; community garden; and a public school.

Proposed Zoning

The Zoning By-law amendment request is to place the property into one, consistent zone (the UR Zone) that allows the intended multi-lot residential use and to establish provisions for reduced lot sizes. Planning staff will consider if all of the uses in the UR Zone would be appropriate given the development proposal.

The NE Zone currently appears to apply to areas identified as Core Greenland's (i.e. wetlands and floodplain). It appears the proposed Zoning By-law Amendment intends to rezone all the features to the Natural Environment (NE) Zone and to maintain the Overlay. Planning staff generally supports an approach to protect the features; however, any proposed refinements to the Zoning will need to be reviewed in the context of the County Official Plan and the supporting Environmental Impact Study.

It is recommended that the Zoning By-law also consider the inclusion of the significant woodlands *buffer*. The applicant's EIS identifies this buffer to be 10 m; however, the peer review Ecologist will need to confirm if this is appropriate. This will be reviewed and considered by Planning staff in consultation with the peer review Ecologist.

Municipal Development Standards & Township Design Guidelines

9. It is anticipated that the Township's consultants will be utilizing the Municipal Development Standards as part of their review and it is assumed that the applicant has considered this document in the preparation of the Draft Plan of Subdivision submission.
10. A review of the Township's Design Guidelines is suggested to be completed by the applicant to ensure that the development proposal meets any required standards. This can be addressed in the future Planning Justification Report addendum.

Studies

11. Planning Justification Report
 - a) The PJR does not appear to speak to the Provincial Policy Statement policies specific to Natural Heritage (Section 2.1) and Water (Section 2.2); however, it is noted associated supporting studies have been submitted. The aforementioned policies items can be addressed through a minor addendum letter.
 - b) It also appears that a refinement to the Greenland System mapping is being sought, but not explicitly mentioned in the PJR. Discussion regarding pertinent refinements and associated process will be required. This can take place as part of the detailed EIS review.
12. Traffic Impact Study - The subject proposal intends to connect a new road to Back Street which then accesses Badenoch St. East. One lot is proposed to have access either to Main Street or an unopened road allowance owned by the Township to Queen Street; however, it is unclear. This will need to be clarified by the applicant.

Badenoch St. East is a County owned road and the County's Roads Department will provide further detailed comments regarding the submitted Traffic Impact Study as will the Ministry of Transportation. The Township Engineer should assess impacts to local roads. It is noted that the Study determines that no upgrades are required.
13. The applicant has prepared a Phase 1 Environmental Site Assessment. This study recommends that a Phase 2 assessment be completed.
14. It is anticipated that all other studies will be reviewed by pertinent agencies or consultants.

Additional Comments

15. It would be useful for architectural renderings of housing types to be provided to the Township to assist Council and to assist with future public engagement.
16. It is requested that have a conceptual plan provided that shows all of the setbacks proposed for lots. It is noted that the pre-consultation proposal had shown a smaller number of lots and providing details regarding setbacks and general building location would greatly assist the Township and Council in their review and consideration.

These comments are intended to provide initial feedback to the applicant and Township on the initial Zoning By-law submission. As more information is provided and detailed review of the application is

completed more comments may arise. I trust these initial comments will be of assistance.

It is noted that it appears all of the requested studies have been submitted by the applicant; however, planning staff have identified a number of items for the Township to consider, including if it is appropriate to proceed with the Zoning By-law amendment when there is a related Draft Plan of Subdivision proposal that hasn't been deemed complete and will impact that timing for a recommendation on the associated Zoning By-law Amendment.

The Township may also wish to require the following items before proceeding with this application – items 10; 11 a); 15 and 16.

Regards,



Meagan Ferris, RPP MCIP
Manager of Planning and Environment

April 14, 2023

2765

Township of Puslinch
7404 Wellington County Rd 34
Puslinch, ON
N0B 2J0

Attention: Ms. Justine Brotherston
Deputy Clerk

**RE: 11 Main Street, Morriston, Township of Puslinch
Environmental Impact Study and Tree Preservation Plan Peer Review**

Natural Resource Solutions Inc. (NRSI) was retained by the Township of Puslinch to undertake a peer review of an Environmental Impact Study (EIS) and Tree Preservation Plan (TPP) prepared by Colville Consulting Inc., as well as additional application materials, for the proposed residential development ("proposed development") at 11 Main Street, Town of Morriston. These materials submitted as part of a Zoning By-Law Amendment (ZBA) and Draft Plan of Subdivision application (the "Application") prepared by Weston Consulting ("the proponent"). Our comments are set out below.

Background

The property intended for development is located at 11 Main Street Pt. Lt. 31, Con. 8 and Lots 7 & 8 Plan 135, Morriston, Township of Puslinch ("subject property"). The subject property is situated southeast of Badenoch Street and northeast of Highway 6/Queen Street. NRSI was previously retained to review pre-consultation documents submitted to the Township of Puslinch in December 2021, identifying the proposed development and outlining relevant policies within the County of Wellington Official Plan (OP) (2021) and the Township of Puslinch Zoning By-law (2018). It is understood that the EIS and TPP address comments provided by NRSI staff as part of a pre-consultation peer review dated January 17, 2022. These reports were included in the 2023 ZBA Application outlining natural heritage features existing on and adjacent to the subject property, as well as potential direct and indirect impacts the proposed ZBA and associated development may have on these features. The Application was submitted to the Township of Puslinch in February 2023.

Tasks Completed

In order to complete this assignment, NRSI reviewed the following materials:

- Environmental Impact Study: 11 Main Street, Morriston, Township of Puslinch. Prepared by Colville Consulting Inc. for WDD International. February 2023.
- Tree Preservation Plan for 11 Main Street, Village of Morriston. Prepared by Colville Consulting Inc. for WDD International. February 2023.

In addition to the EIS and TPP, NRSI staff also conducted a high-level review of the following documents in order to further understand potential impacts to existing natural heritage features on and adjacent to the subject property. The review comments provided below are primarily focused on the EIS and TPP.

- Draft Plan of Subdivision. Weston Consulting. February 23 2023.

- Zoning By-Law Amendment Application. Weston Consulting. February 23 2023.
- Hydrogeological Assessment: Proposed Residential Development 11 Main Street, Puslinch, Ontario. Prepared by Terraprobe for Weston Consulting. February 2023.
- Geotechnical Investigation: Proposed Residential Development 11 Main Street, Puslinch, Ontario. Prepared by Terraprobe for Weston Consulting. February 2023.
- Functional Servicing and Preliminary Stormwater Management Report 11 Main Street Estate Residential Development, Township of Puslinch, County of Wellington. Prepared by C. F. Crozier and Associates Inc. for WDD International. February 2023.

The review comments are based on a desktop review of the above-described materials, aerial imagery, and available natural heritage information for the subject property and surrounding lands. Due to the timelines associated with the completion of this peer review, NRSI staff did not have an opportunity to complete a site visit for the subject property as part of this assignment.

Relevant Policy Framework

Our review considered the adequacy of the Application and the potential impacts of the proposed development on natural heritage features identified within the County of Wellington Natural Heritage System, or “Greenlands System”, and the Provincial Policy Statement (“PPS”). Both Greenlands and Core Greenlands, as identified by the County of Wellington Official Plan (OP), exist within the subject property. Additionally, our review evaluated the level to which the Application adheres to the requirements of the *Endangered Species Act (ESA), 2007*, and the *Township of Puslinch Comprehensive Zoning By-Law, 2018*. This analysis was undertaken to identify whether the EIS and TPP sufficiently addressed relevant natural heritage policies, evaluated the potential direct and indirect impacts the proposed development may have on the existing natural features, as well as considered the proposed avoidance and mitigation of these impacts.

Comments on Reviewed Materials

Environmental Impact Study

The author states that the “EIS has been prepared to delineate the extent of natural heritage features on the subject property” and assess the potential impacts of development on natural heritage features on and adjacent to the subject property. “Adjacent lands” are not defined in the report, and therefore the actual extent of the study area for this EIS is unclear. This section details the documents reviewed to inform the development of the EIS and field program. The EIS does not indicate whether or not a Terms of Reference was completed to allow the reviewing agencies the opportunity to approve the EIS scope of work. Relevant natural heritage policies appear to be adequately addressed within the EIS and are detailed in Section 2.0, including a review of the County of Wellington OP, PPS, Greenbelt Plan, and Ontario Regulation 162/06. The EIS states that “some” of the background information reviewed was gathered from the County of Wellington Official Plan, Conservation Halton, Ministry of Natural Resources and Forestry, and the Natural Heritage Information Centre (NHIC). Fulsome details of the background information reviewed are not presented within this section of the EIS. Based on references made elsewhere within the EIS it is anticipated that additional background review sources, such as the Ontario Breeding Bird Atlas (Bird Studies Canada 2004) and Significant Plant List for Wellington County (Anderson and Frank 2004) were used to inform this EIS.

Despite this, it is recommended that the EIS incorporate a more stringent review of available natural heritage background data in relation to wildlife reported from the subject property. To supplement the NHIC screening used to evaluate potential species presence, resources such as the Ontario Reptile and Amphibian Atlas (Ontario Nature 2019), Ontario Butterfly Atlas (MacNaughton et al. 2023), Ontario Mammal Atlas (Dobbyn 1994), and Ontario Odonate Atlas (NHIC 2023) should be consulted. Due to the presence of watercourses on the property, Aquatic Species at Risk (SAR) data should be obtained from the Department of Fisheries and Oceans (DFO, 2023) online mapping tool. The results of these screenings should be presented with a summary of SAR and Species of Conservation Concern (SCC) reported from the vicinity of the study area, as well as a description of whether suitable habitat for the species occurs on the subject property.

Recommendations

- Identify the extent of the study area, including a definition of “adjacent lands”;
- Complete fulsome screening for SAR that may exist within the subject property or adjacent lands; and
- Provide the results of all background information reviewed as part of the EIS.

Vegetation

The report states that two botanical inventories were conducted on the property in August and September, 2022. Typically, vascular plants surveys will consist of three seasonal inventories to capture the breadth of seasonal vegetation that may occur within a given area. Due to the timing and number of surveys completed within the subject property, it is unlikely that spring and early summer vegetation will have been accurately recorded within the field program.

The report also states that the Dry-Moist Old Field Meadow (CUM1-1) was “cultivated” to facilitate archaeological assessments completed in the fall of 2022. The Stage 2 Archaeological Property Assessment Report completed by AMICK Consultants Ltd. and submitted as part of the Application states that this was completed in October 2022.

The EIS identifies that one Butternut (*Juglans cinerea*) tree was observed adjacent to the subject property and expected to be a hybrid based on visual field observations. Data or photos to support this finding have not been presented in the EIS or associated TPP, nor has a description of the methods used to evaluate this individual. Based on the materials included in the EIS and supporting application, no Butternut Health Assessment appears to have been submitted to the Ministry of Environment, Conservation and Parks (MECP).

Recommendations

Based on our review of the EIS, it is our opinion that the following steps are required to complete the EIS, in order to adequately address aspects related to the natural environment:

- Confirm that the field program has adequately assessed the full breadth of seasonal vegetation within the subject property, including spring and early summer species. If this has not been accomplished within the currently completed field program, additional surveys may be required.

- The proponent should provide a detailed description of methods used to determine hybridity, clear images of the Butternut features (i.e., leaflet, buds, twig, bark, pith, etc.), and an accompanying description of why the assessed features suggest the Butternut is a hybrid. Genetic sampling is recommended if field hybridity tests are inconclusive, and consultation with the MECP may be required.

Habitat for Endangered or Threatened Species

Section 5.4.2. of the Wellington County OP mandates that development and site alteration may not be permitted if impacts to SAR, considered endangered or threatened, are anticipated. Specifically, the OP states:

“Development and site alteration will not be allowed in significant habitat of endangered or threatened species except in accordance with provincial and federal requirements. Development or site alteration adjacent to significant habitat of endangered or threatened species shall require a satisfactory Environmental Impact Assessment that demonstrates there will be no negative impact on the significant habitat of endangered or threatened species or its ecological function.”

In order to determine whether or not endangered or threatened species occur within the subject property, as well as demonstrate any proposed development will result in “no negative impacts”, it is necessary to conduct wildlife and habitat surveys that will effectively detect the presence of existing wildlife communities and habitat. Currently, it is unclear if the field program described within the EIS has effectively achieved this as little detail has been provided on the specific methods used for certain surveys, such as aquatic surveys. Also, no rationale has been provided as to why spring season surveys were not completed as part of the EIS. As a result, it is our opinion that the overall survey effort, as described within the EIS, may be insufficient to document the potential presence of some types of SAR species or their habitat within the subject property.

Section 4.2.2 of the EIS identifies that the potential for roosting bat habitat was assessed in woodlands, hedgerows, and isolated trees on the subject property. It is stated on page 15 of the EIS that suitable bat habitat was found in the woodland, however isolated trees along the northern edge of the property are also identified as having the potential to contain suitable bat roosting habitat. The author states that this habitat (northern hedgerow) is of lower quality and unlikely to be utilized by bats based on the presence of higher-quality potential habitat within the woodland. Little rationale is provided to support this finding and it is recommended that this interpretation be confirming with the MECP. Impacts to all possible bat roosting habitat within the subject property should be considered. Should impacts be likely to occur as a result of the proposed development, it is anticipated that consultation with the MECP will be required to ensure conformity with the ESA (2007).

Section 4.2.3 of the EIS states that reptiles and amphibians were surveyed using active hand searches. The methods for these searches should be detailed further in this section, as hand searching is not a method defined within the referenced protocol (OMNRF 2016). Further, confirmation should be provided as to whether or not hand searches were completed under a Wildlife Scientific Collector's Authorization permit. The report should also clarify the timing and weather conditions of each of these surveys to ensure that adequate survey effort was completed in suitable weather. The Ontario Species at Risk Snake Survey protocol referenced (OMNRF 2016) requires that surveys be completed in sunny conditions when air temperature is between 10 and 25 degrees Celsius, or in overcast conditions when air temperature is between 15 and 30 degrees Celsius. The protocol also states that surveys should occur between 9am

and 5pm in the springtime, and between 8am and 12pm, or 5pm and 8pm in the summer. No survey data has been provided within the EIS.

The protocol is also specific to snakes and inadequate for assessing amphibian occurrence, as implied in this section title. Amphibian presence should not be ruled out based on findings of this survey alone. In order to assess the potential presence of SAR amphibians within the subject property, amphibian call surveys should be completed within each of the existing wetlands. Clarification should be provided as to why no amphibian call surveys were conducted within the subject property despite the presence of wetlands and watercourses. The EIS states that no “suitable potential breeding habitat” was observed within the subject property, however no field surveys appear to have been completed within the time of year to assess this habitat type. Wetlands on the subject property, including the SWC3-1, MAM3-9, and MAMM1-12 vegetation communities should be assessed for suitable amphibian breeding habitat and potential amphibian movement corridors. If it is determined that anuran habitat may occur on the property or in the adjacent wetlands, anuran call surveys should be completed in accordance with the Marsh Monitoring Program Participant’s Handbook for Surveying Amphibians (2008). This protocol requires that three anuran call surveys are completed in the months of April, May, and June. As various amphibian species emerge for breeding at different times in the spring-summer seasons, multiple surveys are required to confirm the presence of absence of various species.

Little information is provided within the EIS regarding the aquatic habitat assessments referenced in Section 4.3 of the EIS. It is stated that these assessments were completed during August 10 and September 27, 2023, though this is anticipated to be 2022. It is understood that a separate field assessment was completed during November 17, 2022, by GEO Morphix to characterize the watercourse and confirm reach delineation results. While detailed methods and data is provided within this report, no analysis is provided regarding the field data and presence of aquatic habitat. No protocols or methods have been described in the EIS for the August 10 and September 27 assessments, and it is unclear if relevant information such as water temperature, aquatic vegetation, groundwater indicators or other parameters were evaluated during these assessments. No rationale or supporting data is provided in the EIS as to why the western watercourse is assumed to be warmwater habitat. Further, the EIS states that the small watercourse within the eastern portion of the property is not considered to be a watercourse but provides no data or rationale to support this finding. Clarification should be provided as to how this conclusion was made and whether this feature is considered a headwater drainage feature. In Section 5.1, the author states that aquatic assessments were not completed as part of this assignment. While this is stated in relation to the potential for Redside Dace (*Clinostomus elongatus*), an aquatic SAR, clarification should be provided as to what aquatic assessments, if any, were completed as part of the assessment of impacts for the proposed development.

Recommendations

- Identify the full extent of candidate roosting habitat for bat SAR within the subject property and provide measures to ensure that the development will not result in any negative impact to these features. It is recommended that consultation with the MECP be completed to ensure the assessments completed and overall proposed development conform with the requirements of the ESA (2007), including Sections 9 and 10, is achieved;
- Conduct fulsome vegetation and wildlife surveys, as well as describe the timing, location, and methods applied for the 2022 natural environment surveys, specifically for surveys

which do not conform with the referenced standards or those not typically conducted under the submission of an EIS;

- Identify the methods used to complete aquatic assessments within the subject property and a rationale for the selection of these protocols;
- Present data and field evidence used to draw conclusions regarding the presence, condition, and types of aquatic habitat identified within the EIS (e.g., water temperatures, aquatic vegetation, groundwater indicators, etc.);
- As stated above, explanation as to how the Butternut discussed in the EIS was determined to be a hybrid is required. The TPP states that “appropriate setbacks” should be “based on DBH (Diameter at Breast Height)” but no explanation of what is appropriate is provided. The proponent should identify the setbacks that apply to hybrid butternut, if any, and demonstrate that the setbacks are compliant with MECP guidance, the ESA, and Ontario Regulation 830/21;
- Demonstrate and confirm that the proposed development will have no negative impact to any significant habitat of endangered or threatened species, or its ecological function.

Species of Conservation Concern

Section 5.1.1 of the EIS identifies additional species of conservation concern with records of occurrence near the subject property, however surveys to assess for the presence of these species were not completed. Specifically, surveys for Snapping Turtle (*Chelydra serpentina*) were not completed, despite the fact that the EIS identifies that habitat is assumed to be present within aquatic features on the subject property. As the subject property contains tributaries to the Bronte Creek and wetlands associated with the East Morriston Swamp Wetland Complex, potential habitat within the subject property should be assessed, including suitable nesting habitat and substrates.

The EIS also states that potential habitat for Eastern Ribbonsnake (*Thamnophis sauritus*) is limited to off-property wetland features. Eastern Ribbonsnake is known to occupy marshes and streams bordered by low vegetation, and thus suitable habitat may be present within the subject property in the MAMM1-12, MAM3-9, and MAM2-2 communities, as well as surrounding watercourses and drains. As the SAR Snake Survey Protocol (OMNRF 2016) used for reptile surveys is not indicated for Eastern Ribbonsnake survey use, existing survey efforts for this species are considered inadequate.

Recommendations

- Provide a detailed evaluation of suitable habitat and habitat features (i.e., overwintering habitat, nesting substrates, basking structures) for turtles on the subject property. Conduct surveys to confirm turtle presence within suitable habitat, where present.
- Provide a detailed evaluation of suitable habitat for Eastern Ribbonsnake in meadow marsh vegetation communities and other aquatic features on the subject property. Conduct surveys to confirm Eastern Ribbonsnake presence within suitable habitat, where present.

Significant Woodlands

Section 5.5.4. of the County of Wellington OP identifies the following with respect to the Greenlands System and Significant Woodlands, which are relevant to this ZBA:

“In the Rural System, woodlands over 4 hectares and plantations over 10 hectares are considered to be significant by the County, and are included in the Greenlands system... In the Urban System, woodlands over 1 hectare are considered significant by the County, and are included in the Greenlands system.”

Detailed studies such as environmental impact assessments may be used to identify, delineate and evaluate the significance of woodlands based on other criteria such as: proximity to watercourses, wetlands, or other woodlands; linkage functions; age of the stand or individual trees; presence of endangered or threatened species; or overall species composition.”

The EIS correctly identifies the presence Significant Woodlands within the subject property, however Section 5.2 of the EIS states that the extent of the Significant Woodland has been refined to the White Cedar forest communities (FOC2-2 and FOC4-1). It is stated that this has been done to be consistent with “provincial guidance” however no guidelines or correspondence have been referenced within the EIS. ELC mapping provided within the EIS show these communities as being contiguous with adjacent WODM5 community north of the FOC communities. The provincial Natural Heritage Reference Manual for Natural Heritage Policies of the Provincial Policy Statement (2005) states that woodlands that overlap or abut one another should be considered more valuable or significant than those that are not. Being that these different woodland communities are directly connected to one another the entirety of the woodland should be considered significant. However, the EIS excludes portions of the WODM5 woodland from the identified Significant Woodland despite identifying the remainder of the WODM5 community as being included in the Significant Woodland, further northeast. A clear explanation for this has not been provided in the EIS. As the EIS identifies the WODM5 community as a single woodland vegetation community, it is unclear why a portion of this community has been excluded from the identified Significant Woodland. It is our opinion that the entirety of this feature should be considered Significant Woodland.

Currently, the EIS states the proposed development lots have been setback 10m from the identified Significant Woodland limit and that this buffer will be sufficient to avoid directly impacting trees within the woodland as well as species within the woodland. Despite this, Figure 4 of the EIS clearly shows Lots 11 and 12 directly overlapping portions of the WODM5 woodland community. Civil Engineering Drawings (February 2023) for the proposed development prepared by Crozier Consulting Engineers show septic beds at the back of these lots, directly overlapping the existing woodland area. As discussed above, this community should be considered as part of the Significant Woodland and the establishment of lots within the canopy of the woodland is resulting in a direct impact to this feature, which is considered “Greenlands” under the Wellington County OP. As stated in the County OP, Significant Woodlands must be protected from development or site alteration that would negatively impact the woodland or its ecological function (2022).

The Civil Engineering Drawings also identify a proposed stormwater sewer outlet feeding into the 10m Significant Woodland setback area. No impact assessment has been provided for this development component in relation to the Significant Woodland.

Recommendations

- Provide detailed explanation as to how the Significant Woodland was refined and reference relevant provincial guidelines;
- Confirm that the proposed development will not impact the Significant Woodland feature, or its ecological function. This should include the entirety of the Significant Woodland feature, including the WODM5 community that is contiguous with the FOC communities identified by the author;
- Revise the proposed 10m setback limit in relation to the proposed development lots and refined Significant Woodland area. It is recommended that this be established based on the dripline of the refined Significant Woodland area. These features should be delineated with a high level of accuracy, using GPS technology; and
- Evaluate impacts associated with the establishment of development components, including septic beds, building envelopes, and stormwater outlets, that have been proposed in direct proximity to or overlapping the Significant Woodland. If negative impacts to the woodland are anticipated as a result of these development components, refinements may be required to the proposed development; and
- Specify the restrictions that will be implemented to ensure that development lots adjacent to the Significant Woodland do not negatively impact this feature or its ecological function. Consideration should be given to installing fencing for lots adjacent to the Significant Woodland, to better protect this feature, in addition to the implementation of a rear yard use condition.

Significant Wildlife Habitat

It is our opinion that the potential for certain Significant Wildlife Habitat (SWH) types have not been fully explored within the EIS. The EIS states that the WODM5 and FOC4-1 communities south of the proposed development contain potential bat roosting habitat and should be considered Candidate Bat Maternity Colony SWH. However, earlier in the report it is stated that the FODM11 also contains potential bat roosting trees but no discussion has been provided as to why this feature is not considered SWH.

The EIS also identifies Confirmed SWH for seeps within the FOC4-1. The EIS states that amphibian breeding habitat is not likely occur on the subject property due to a lack of vernal pools observed on the subject property. It is further stated that amphibian breeding is assumed to occur off property within the East Morriston Swamp Wetland Complex. However, wetlands associated with this complex occur within the subject property and have been identified as vegetation communities suitable to support this SWH. As wetlands within the subject property were not appropriately surveyed in spring conditions, or under suitable survey conditions described by the Marsh Monitoring Program, we disagree with the assessment that the potential for amphibian breeding habitat to occur within the subject property can be discounted at this time.

Finally, Section 6.2 of the EIS states that no woodland areas will be removed to facilitate development on the subject property. Despite this, the proposed development directly overlaps areas of woodland that should be considered Significant, as described above. The EIS further states within this section that Eastern Wood-pewee were heard calling from the woodland on the eastern portion of the subject property and that survey results indicate that the woodland is being used as breeding habitat. As such, the entirety of the contiguous woodland in the

southern portion of the subject property must be considered SWH (Habitat for Species of Conservation Concern), rather than the “refined” woodland area identified by the authors, as discussed above. The EIS states that Eastern Wood-pewee is somewhat tolerant to urban land uses, however no reference is provided to support this. The species profile of Eastern Wood-pewee published by the MECP (2014) and Committee on the Status of Endangered Wildlife in Canada Assessment and Status Report of Eastern Wood-pewee (2012) both indicate that urban development and habitat degradation are considered a primary threat to this species.

Recommendations

- Bat Maternity Colonies, Amphibian Breeding Habitat (Woodland), Amphibian Breeding Habitat (Wetland), and Amphibian Movement Corridor SWH should be re-evaluated following appropriate surveys; and
- Appropriately identify the extent of Habitat for Species of Conservation Concern to include all woodland areas providing Eastern Wood-pewee habitat and complete an updated impact assessment that addresses the full extent of this habitat.

Wetlands (Core Greenlands)

With regards to wetlands, Section 5.4.1. of the County of Wellington OP states:

“All wetlands in the County of Wellington are included in the Core Greenlands. Development and site alteration will not be permitted in wetlands which are considered provincially significant. Provincially significant wetlands are shown in Appendix 3 of this Plan. All other wetlands will be protected in large measure and development that would seriously impair their future ecological functions will not be permitted. The appropriate Conservation Authority should be contacted when development is proposed in or adjacent to a wetland.”

The EIS does not provide a detailed discussion as to how wetlands within the subject property have been identified. Wetland delineations should be completed in accordance with the Ontario Wetland Evaluation System (OWES) and trained personnel. The proponent should clarify whether these wetland communities were mapped by OWES certified staff, and if not, rationalize why this exercise was not completed.

While the EIS references background information material and mapping provided by Conservation Halton, the Application does not appear to conform with Section 5.4.1 of the County of Wellington OP, which requires that the relevant Conservation Authority be consulted when a development is proposed within or adjacent to a wetland. As stated in the County OP, adjacent lands are defined as lands within 30m for Core Greenlands and Greenlands. It is also recommended that refinements made to the extent of wetland within the subject property be confirmed with Conservation Halton staff.

Recommendations

- Consult with Conservation Halton to confirm the delineation of wetland boundaries as identified in EIS, as well as suitability of proposed development in relation to Conservation Halton regulated area; and
- Confirm that appropriate erosion and sediment controls, referenced within the EIS and ZBA Application, will be implemented to ensure that the adjacent wetlands, and other regulated natural features, are not impacted during the construction of the proposed development.

Additional Recommendations

- The report should identify the extent of the proposed Natural Environment Zone, and demonstrate that the Zone ascribes to the 30m setback required from the limit of this Zone, as required by Section 4.31 of the Township of Puslinch Zoning By-Law (2021).
- While wildlife observed on the subject property are associated with residential land uses, lighting and noise as a result of the proposed development are still expected to have an impact as a result of increasing overall proximity and exposure of light and noise disturbance to resident wildlife. This disturbance also reduces the overall quality of the habitat, which may inhibit use by sensitive species known to occur in the area. It is recommended that mitigation measures for light and noise reduction, such as limited construction activity times and Dark Sky Association standards, are described at later detailed design stages.
- In addition to breeding bird timing windows, vegetation removal windows should also consider MECP guidance for bat habitat removal. The report states that exclusion fencing should be installed at least 1m from the dripline of trees to be retained in the significant woodland. However, tree removal is not permitted within the significant woodland. Any erosion and sediment controls should also aim to present sediment transfer to significant woodland features.

Tree Preservation Plan

The following comments and recommendations have been provided based on our review of the Tree Preservation Plan prepared by Colville Consulting:

- Similar to the EIS, the TPP states that the Butternut found within the study area is assumed to be a hybrid, however no data is provided to support this finding;
- No discussion has been provided within the TPP regarding the potential for mature trees inventoried within the subject property to provide bat roosting habitat. As it is understood from the EIS that trees within the subject property may contain potential roosting habitat, impacts to these trees should be considered and conformity to the ESA (2007) and MECP requirements should be achieved. This may include limiting tree removal to avoid the bat active season (April 1 to September 30);
- Consistent with Colville's comments under "Summary and Recommendations", tree retention and removal prescriptions should be informed by final grading and development details;
- The TPP states that tree removal compensation may need to be provided for the removal of boundary trees. It is recommended that consideration towards compensation should not be exclusively limited to boundary trees and that all tree removals be entitled to compensation;
- Consistent with Colville's recommendation in the TPP, all boundary tree removals must be authorized by each owner prior to removal. It is recommended that written consent be provided prior to the removal of any boundary tree;

- The TPP recommends that any tree roots encountered outside of the tree protection (hoarding) area should be flush-cut to promote new growth. It is recommended that this work be completed with appropriate arboricultural tools and under the supervision of an arborist. If the root damage is extensive and determined to be critical, tree replacement should be discussed with Township;
- The TPP states that any required vegetation removal should be conducted in a manner to avoid impacts to nesting birds and wildlife that may be utilizing habitats on the Subject Property. It is recommended that tree removals be timed avoid the active bird season (April 1 – August 31) and bat active period, as stated above;
- Numerous tree removals have been identified within Lots 11 and 12. As discussed above, these trees fall within the WODM5 community identified in the EIS, which should be considered Significant Woodland; and
- The Draft Plan of Subdivision (Drawing D3.2), prepared by Weston Consulting shows the “edge of trees” as being well within Lot 12, however the woodlot dripline is shown as being outside the limit of development. It is presumed this is related to inconsistencies in the identification of the Significant Woodland boundary, as discussed above, however clarification should be provided.

Conclusion

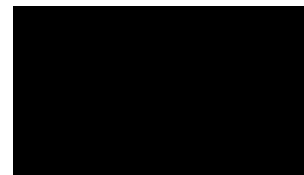
Based on our review of the EIS, TPP, and additional application materials, it is NRSI's position that additional steps must be taken to adequately address the natural heritage policies relevant to the proposed development, identify the fulsome extent of natural heritage features within and adjacent to the subject property, and effectively demonstrate that the proposed development will avoid negatively impacting these features. Recommendations have been described above to address these concerns and complete the EIS and TPP.

Please do not hesitate to contact us if you require further clarification on these matters.

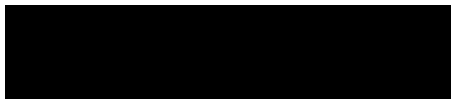
Sincerely,
Natural Resource Solutions Inc.



Jack Richard, R.P.F.
Registered Professional Forester and Biologist



Hashveenah Manoharan, B.E.S.
Terrestrial and Wetland Ecologist, Certified Arborist



David Stephenson, M. Sc.
Senior Biologist, Certified Arborist



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

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

Our File: 2323

April 13, 2023

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

Attention: Glenn Schwendinger
CAO

Dear Glenn;

**Re: 11 Main Street, Morriston
Hydrogeological Review Comments**

The hydrogeological study appears to be preliminary and should be updated to provide the following information.

Groundwater flow direction: The groundwater elevations shown on Figure 8 suggests that groundwater is flowing northwesterly. Bronte Creek is located south of the site and is flowing in a southeasterly direction. Bronte Creek is located at a significantly lower elevation and is likely the local area of groundwater discharge. We recommend that additional water levels be obtained from the site given that only three water levels over the course of four weeks were obtained in the driest part of the year. We recommend that relative elevations of the groundwater monitors be accurately determined (with centimeter accuracy) and that the groundwater flow direction be reassessed or an explanation for the northerly flow direction explained. The additional groundwater levels will also provide valuable information relative to finished floor elevation of basements in the spring of the year.

Groundwater Contribution to Bronte Creek: Bronte Creek is located downgradient of the site and is likely a zone of groundwater discharge. The natural heritage study and hydrogeological assessment should identify seepage/springs in the creek riparian zone to determine if there are any significant discharge areas that require protection.

Site Plan Differences: The Terraprobe February 23, 2023 report has a different lot layout than that shown in the nitrate impact assessment prepared by Terraprobe on February 23, 2023. This should be corrected.

Shallow water quality was not assessed as part of this study. We recommend that the shallow water quality be assessed as part of the hydrogeology study. The shallow groundwater system will be the receiver of septic system effluent and existing impacts from farming and upgradient developments should be determined to inform an overall hydrogeological impact assessment on groundwater quality. The hydrogeological assessment should comment on improvements to or deterioration of shallow groundwater quality as a result of the proposed development and assess potential impact to Bronte Creek and the wetlands.

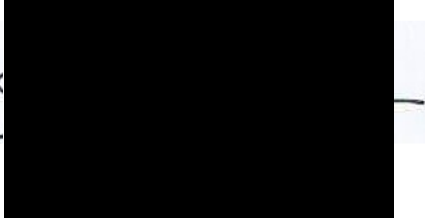
Water Supply: No water supply wells were installed and tested at this site. We are recommending that at least two water wells be installed and tested for water quality and to be tested for potential interference between existing wells in the Hamlet and new wells and between new wells within the development.

Nitrate impact assessment: We are satisfied with the nitrate impact assessment that recommends nitrate reduction treatment in the effluent to less than 15 mg/L. The assessment does not address water quality impacts from the development on downgradient features such as wetlands or Bronte Creek.

Groundwater Discharge: The Colville Consulting report on Natural Heritage concludes the following. *Based on our assessments, the majority of these wetland areas appear to occur on lower portions of the slopes and are sustained by groundwater.* The hydrogeological assessment should comment on the potential for reduction of groundwater discharge to the wetlands and mitigation efforts made to reduce or eliminate this impact.

Groundwater Recharge Facilities: The Crozier and Associates Functional Servicing Report includes groundwater recharge facilities. The hydrogeological assessment should confirm that these facilities will maintain groundwater discharge to wetlands and Bronte Creek where it need to occur.

Harden Environmental Services Ltd.



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

3Ministry of Transportation

Ministère des Transports

West Operations
Corridor Management Section West

Opérations ouest
Section de la gestion des couloirs routiers de l'Ouest

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April 24, 2023

Ms. Lynne Banks
Development and Legislative Coordinator
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0

By e-mail: lbanks@puslinch.ca

RE: Zoning By-Law Amendment for WDD Main Street Inc. - Pt. Lt. 31, Con. 8 and Lots 7 & 8 Plan 135

The Ministry of Transportation (MTO) has completed a review of the proposed zoning by-law amendment. The zoning by-law amendment is required to facilitate the development of a residential subdivision consisting of single-detached lots. The proposed development consists of 23 lots of approximately 0.2 hectare each and two public streets (Street A and B) with 18-metre right-of-ways which provide access to the site and future dwellings.

The proposal has been considered in accordance with the requirements of the Public Transportation and Highway Improvement Act, MTO's Highway Access Management Guidelines and all related policies. The following outlines MTO's comments.

Site access & Traffic Impact Review

MTO are in the process of reviewing the TIS and further comments will be provided.

All access to the development shall be from the County and Municipal road network.

Building and Land Use

MTO requires all buildings, structures and features integral to the site to be located a minimum of 14 metres from the highway property limit, inclusive of landscaping features, fire-lanes, parking and storm water management facilities.

Storm Water Management

MTO are in the process of reviewing the Functional Servicing and Preliminary Stormwater Management Report and further comments will be provided.

Signs

Any/all signage visible from Highway 6, including temporary development signs, must conform to MTO policies and guidelines, and will require a valid MTO Sign Permit before installation.

Encroachments

Any encroachments and proposed work within the Highway 6 property limits are subject to MTO conditions, approval and permits, prior to construction. All provincial highway property encroachments are strictly regulated and must meet all conditions set out by MTO.

Conditions of Draft Plan Approval

It is anticipated that the following will be MTO's Conditions of Draft Plan Approval. Other Conditions may be required once MTO have reviewed the official circulation:

1. That prior to final approval, the Owner shall submit to the Ministry of Transportation for their review and approval, a copy of a Stormwater Management Report indicating the intended treatment of the calculated stormwater runoff.
2. That prior to final approval, the Owner shall submit to the Ministry of Transportation for their review and approval, a copy of a Traffic Impact Study.
3. That prior to final approval, the Owner shall enter into a legal agreement with the Ministry of Transportation whereby the owner agrees to assume financial responsibility for the design and construction of all highway improvements identified in the Ministry of Transportation approved Traffic Impact Study.
4. That prior to final approval, the Owner shall submit a Grading Plan, Drainage Plan and Site Servicing Plan for MTO review and approval.
5. That prior to final approval, the Owner shall submit to the Ministry of Transportation for review and approval, a draft copy of the M-Plan for the subdivision.
6. That prior to final approval the Owner will submit to the Ministry of Transportation for review and approval, a draft copy of the Subdivision Agreement.

MTO reserve the right to request additional conditions.

Notes to Draft Plan Approval

The owner should be made aware that under the Public Transportation and Highway Improvement Act, Ministry Building and Land Use permits are required for all new developments located within 45m of our highway property line and located within 395m of a provincial highway intersection.

Please feel free to contact me directly should you have any questions or concerns.

Sincerely,

A black rectangular redaction box covering the signature of Jessica Pegelo.

Jessica Pegelo
Corridor Management Planner

Operations West

c. Maureen McIver, Corridor Management Officer



REPORT PD-2023-003

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk
Lynne Banks, Development & Legislative Coordinator

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: May 3, 2023

SUBJECT: Zoning By-law Amendment Application (D14/AZI) 6706 Gore Road
Request for Council to deem the application complete/incomplete

File: D14/AZI

RECOMMENDATION

That Report PD-2023-003 entitled Zoning By-law Amendment Application (D14/AZI) Request for Council to deem the application to be complete/incomplete be received; and

Whereas there are a number of outstanding items as noted in the summary report attached a Schedule "A";

And therefore, that Council deem the zoning amendment application to be incomplete until the items are addressed by the applicant to the satisfaction of the Township; and

That Council direct staff to continue the review of the application and present Council with an updated report for consideration at a future meeting.

Purpose

The purpose of this report is to:

1. Advise Council of the application for a Site Specific Zoning By-law Amendment for the property described as 6706 Gore Road; Concession Gore front Part Lot 9, RP61R-7925 Part 3 Part of Part 2; Township of Puslinch. The proposed Zoning By-law Amendment is to

amend the Township of Puslinch Zoning By-law 23-2018 to rezone the lands from Agricultural (A) zone to a site specific Agricultural (A-XX) to permit a dog kennel and dog breeding operation.

2. Obtain confirmation from Council that the application can be deemed to be incomplete until such time as documents required as a result of the pre-consultation are submitted to the satisfaction of the Township. Staff will provide Council with an updated report at a future meeting once Township staff and consultants are satisfied the application can be deemed to be complete.

Background

Application

The proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018 to rezone the lands from Agricultural (A) zone to a site specific Agricultural (A-XX) to permit a dog kennel and dog breeding operation.

The following reports and plans have been submitted with this application:

- Environmental Noise Study – SLR, dated December 2022;
- Planning Justification Report – GSP, dated March 2023;
- Waste Management Plan Report;
- Plan of Survey dated December 2022;
- House Plan dated March 2023;
- Sheds dated March 2023;
- Plans including Site Plan, Waste Management Plan & Fire Route, dated March 2023

Consultation:

1. Pre-Consultation

A pre-submission consultation for the proposed rezoning was submitted on December 8, 2021 and the applicant was provided with preliminary comments from Township Staff and its consultants representing the Township and external agencies.

2. Staff and Agency Circulation Comments

The zoning amendment application was circulated for preliminary review March 22, 2023 to the Township's consultants, staff, County of Wellington staff and external agencies for review and comments.

The Township noise consultant has identified a number of items to be addressed by the applicant. The County of Wellington has identified a number of addendums that are required in addition to an update key map and floor plans. GM BluePlan has requested that plans and drawings be prepared by a qualified professional.

All comments provided to date by the commenting agencies from the first pre-submission circulation are attached as Schedule "A" to this report.

Section 34(10.4) of the *Planning Act* outlines the requirement for providing the applicant a response regarding completeness of an application as follows:

Response re completeness of application

(10.4) Within 30 days after the person or public body that makes the application for an amendment to a by-law pays any fee under section 69, the council shall notify the person or public body that the information and material required under subsections (10.1) and (10.2), if any, have been provided, or that they have not been provided, as the case may be. 2006, c. 23, s. 15 (4).

Once the application is deemed to be complete by Council, the Township will have 90 days to process the application in order for Council to make a decision on the zoning amendment application. Within the 90 days the Township will be required to complete the following:

- Circulate notice properties within a 120 metre buffer in addition to all required agencies;
- Peer review all submitted materials to the satisfaction of the Township;
- Present the application to the Township Planning and Development Advisory Committee for comments;
- Schedule and conduct at least one public meeting;
- Advertise the complete application and public meeting in the Wellington Advertiser in accordance with statutory notice requirements and installing physical signage on the property; and
- Provide Council with a planning recommendation report and proposed by-law.

Given the fast pace of the new timelines set by the Province, it is critical that all required information is provided to the Township prior to deeming the application to be complete.

Staff recommend that Council deem the application to be incomplete at this time as the Township is requesting further information be provided by the applicant. The applicant has paid the required fee to the Township and is responsible for paying all third party costs. Staff do not

recommend that applicant re-pay the Township administration fee and simply continue to work towards a complete application.

Financial Implications

None

Applicable Legislation and Requirements

County of Wellington Official Plan
Township of Puslinch Zoning By-law 2018-023
Planning Act, R.S.O. 1990, as amended

Attachments

Schedule "A" - Comment Summary

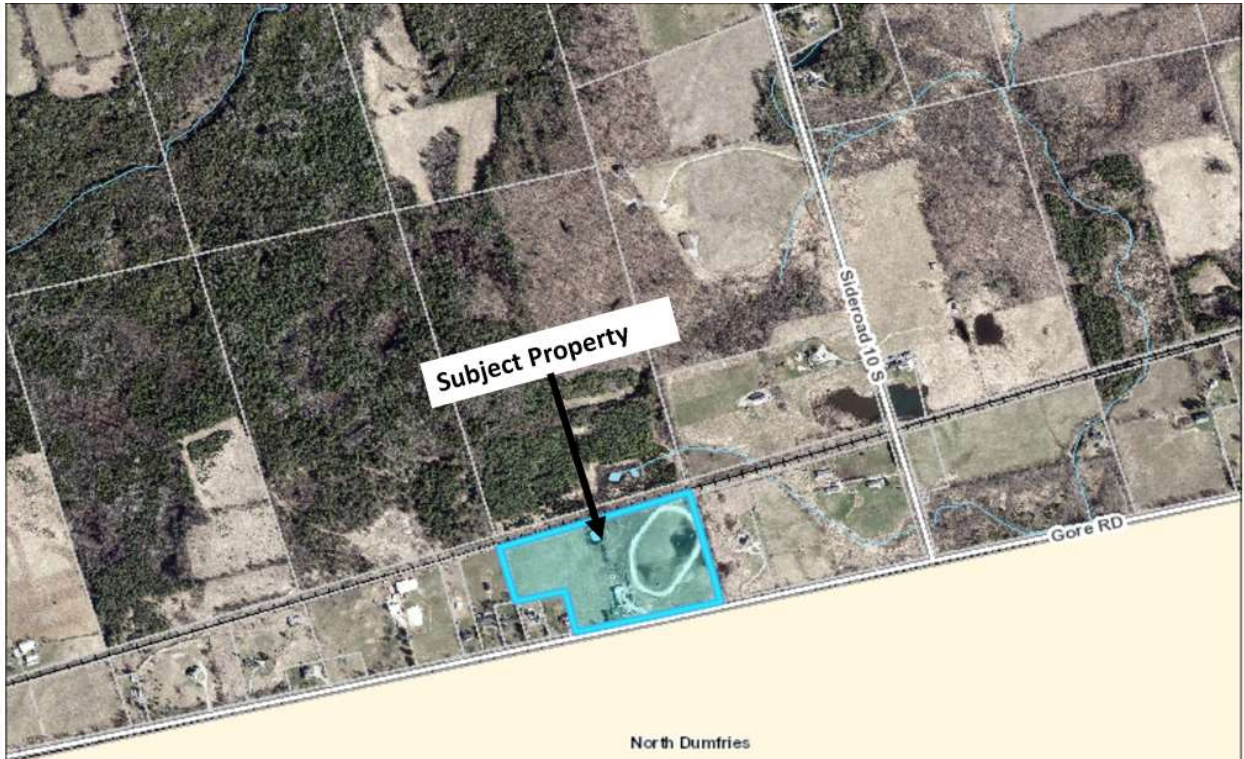
Respectfully submitted,

Reviewed by:

Lynne Banks
Development & Legislative
Coordinator

Courtenay Hoytfox
Municipal Clerk

KEY MAP





Comment Summary – Zoning By-law Amendment Application – 6706 Gore Rd.

Consultant	Comments
GM BluePlan - Engineers	Please see letter attached
County of Wellington Planning	Please see letter attached
Ecologist	Please see letter attached
Stan Denhoed-Township Hydrogeologist	No concerns
Township of Puslinch Fire Department – Brent Smith	The Fire Department has no concerns.
Township of Puslinch Building Department – Andrew Hartholt	<ul style="list-style-type: none">• Building permits will be required for any:<ul style="list-style-type: none">○ New or modified buildings<ul style="list-style-type: none">▪ The Township does not appear to have any records of building permits for the kennels and septic systems shown.○ Additional or modified plumbing○ New or modified septics• Shed #5 doesn't appear to be showing on the site plan provided. Where is the shed located?• Provide distances from septic system to existing buildings• Provide details, assessment, and estimated flows for all existing septic systems on-site.



	Further comments will be made once the site plan application is received and more information is available.
Township of Puslinch Public Works – Mike Fowler	No comments or concerns
Township of Puslinch By-law – Jacob Normore	By-law has no comments or concerns at this time.
GRCA	See letter attached
Source Water	Since this property is not located in a vulnerable area (wellhead protection area, issues contributing area, intake protection zone etc.), the application can be screened out and it does not require a Section 59 notice under the <i>Clean Water Act</i> .
Noise Consultant	See letter attached



March 27, 2023
Our File: 121006-042

Township of Puslinch
7404 Wellington Road 34
Guelph, ON N0B 2J0

Attention: Ms. Lynne Banks

Re: Zoning By-law Amendment
Proposed Dog Kennel and Related Operation
6706 Gore Road, Township of Puslinch

Dear Ms. Banks,

Following our review of Zoning By-law submission documents received on March 22, 2023, we are providing comments for a proposal to convert an existing equestrian facility to a dog kennel facility, on the subject lands at 6706 Gore Road in the Township of Puslinch.

The following documents and drawings were received and reviewed:

- Zoning By-law Amendment Application, prepared by GSP Group, dated December 8, 2022.
- Pre-consultation Comment Summary, prepared by the Township of Puslinch, n.d.
- Letter for the Application for Zoning By-law Amendment, prepared by GSP Group, dated December 8, 2022.
- Final Site Plan, Fire Route Plan, and Water Management and Hydro Plan, unknown author, dated March 2023.
- Project Report, prepared by J.D. Barnes Ltd., dated December 21, 2022.
- Plan of Survey for Part of Lot 9 Gore Concession in the Township of Puslinch, prepared by J.D. Barnes Ltd., dated December 20, 2022.
- Waste Management Plan Report, unknown author, n.d.

We defer the following documents and drawings to the Township Planning department.

- Planning Justification Report, prepared by GSP Group, dated March 2023.

We defer the review of the following documents and drawings to the Township Building Department.

- House Plan, including H1-H3, unknown author, dated March 2023.
- Plan of Sheds, including A1-A3, unknown author, dated March 2023.

Based on our review of the site and provided documents, it appears that existing buildings, driveways, and parking areas are to be used for proposed dog kennel activities. It is assumed that existing water and wastewater servicing will be used, and that there will not be significant changes to site grading, drainage or the percent imperviousness of the property.

Therefore, as stated in GMBP's pre-consultation letter dated January 6, 2022, we will review the Site Plan for completeness as it pertains to the proposed activity.

As such, we provide the following comments based on our review of the Site Plan:

Deficiencies/Outstanding Matters

Item No.	Matter / Requirement	Drawing / Document Reference	Date Issue Identified	Comment
1.	Site Plan Qualified Professional	Site Plan	March 22, 2023.	Please confirm the Site Plan author/drafter. As per Township of Puslinch Site Plan and Drawing Requirements, the Site Plan must show the author and it must be prepared by a qualified professional.
2.	Site Plan	Site Plan	March 22, 2023.	<p>Please see the complete Site Plan and Drawing Requirements for a list of items required for a Site Plan: Site Plan and Drawing Requirements (puslinch.ca) (https://puslinch.ca/wp-content/uploads/2020/09/Site-Plan-and-Drawing_Guidelines.pdf)</p> <p>Please confirm the general information such as the owner, consultant, legal description, property lines referenced to a current plan of survey, north arrow, revision dates (if applicable) on the Site Plan.</p> <p>Please also confirm garbage disposal areas, lighting information, accessibility routes, and signage for the fire access route on the Site Plan.</p>

If you have any questions or require additional information, please do not hesitate to contact us.

Yours truly,

GM BLUEPLAN ENGINEERING

Per:



Srdjan Malicevic, E.I.T.
Project Designer



Steve Conway, C.E.T., rcsi, PMP
Branch Manager, Partner



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
ALDO SALIS, BES, M.Sc. MCIP, RPP, DIRECTOR OF PLANNING AND DEVELOPMENT
TEL: (519) 837-2600 EXT. 2064
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

April 11th, 2023

Glenn Schwindinger
CAO
Township of Puslinch
7404 Wellington County Rd 34
Puslinch, On
N0B 2J0

Dear Glenn:

**Re: ZONING BY-LAW AMMENDMENT – Initial Comments
Usman Aziz
6706 Gore Rd
Township of Puslinch**

Please find the Planning comments below in reference to the above noted Zoning By-law Amendment based on our preliminary review of the documents below. These comments are provided based on a review of the following:

Reports Submitted:

- Zoning By-law Amendment Application Form
- Application for Zoning By-law Amendment Letter (December 8, 2022)
- Planning Justification Report prepared by GSP Group (March 2023)
- Waste Management Plan (n.d.)
- Surveyor's Real Property Report, prepared by J.D. Barnes Ltd. (December 20, 2022)
- Surveyor Project Report prepared by J.D. Barnes Limited (December 21, 2022)
- Fire Route Plan (March 2023)
- Water Management and Hydro Plan (March 2023)
- Site Plan (March 2023)
- Proposed Shed Drawings (March 2023)
- House Floor Plans (March 2023)
- Environmental Noise Study – Dog Breeding Kennel prepared by SLR (December 6, 2023)

Proposed Use

1. It is acknowledged that the application is proposing to establish a dog kennel facility and dog breeding operation. The applicant has confirmed that the proposed development will not include future veterinary services. The application proposes a site specific amendment to the zoning by-law for a portion of the property for the kennel use.

Planning Comments:

2. The applicant is to clarify the portion of the business related to the boarding of dogs. What services are provided for the boarding of dogs? Is the applicant proposing to have additional dogs boarded from the public above the 25 dogs on-site noted within the Planning Justification Report? Do the 25 dogs identified in the Planning Justification Report live on the property permanently? The maximum number of dogs permitted within the Kennel By-law on a property at any given time is 25 dogs.
3. Can the applicant please provide greater detail on the boarding services related to the boarding kennel (i.e. pick up and drop off times, other times of services, services provided etc.)
4. The applicant has identified that the property contains an existing single detached dwelling, a large rectangular metal-clad building, and two larger sheds. However, from the submitted site plan and shed drawings, it appears there are other sheds associated with the use (sheds 1-5). Shed 5 is not identified within the submitted site plan. Please confirm all of the buildings proposed to be associated with the use and show them on an updated site plan drawing. It appears the following buildings are used as part of the proposal:
 - a. Barns: 1-4
 - b. Sheds: 1-5
5. Five full time employees and three part-time employees are proposed associated with the use and guests are proposed to be permitted on the site during the hours of 10:00 am to 6:00 pm. Please provide an explanation as to the reasons guests are accessing the property (i.e. pick up and drop off times of dogs boarded on-site, other services etc.).
6. The subject property is designated as Secondary Agricultural, Core Greenlands and Greenlands within the County of Wellington Official Plan. The subject lands are also located within the Paris Galt Moraine Policy Area. The Secondary Agricultural Designation permits all uses allowed in the Prime Agricultural Area. Kennels may be permitted on an existing lot of record within the Prime Agricultural Area and the Official Plan provides that local zoning by-laws may establish criteria for these uses.
7. The subject property is zoned Agricultural (A) and is within the Natural Environment (NE) Zone and contains the Environmental Protection Zone Overlay. The proposed boarding and breeding kennel use appears to be fully within the Agricultural Zone, however an additional key map of the site showing the overall full property layout and the portion of the property within the proposed site specific zone is required to get a full understanding of the function of the site.
8. The applicant is to confirm the septic and water servicing requirements for the proposed use. The site plan shows three septic systems and one well. Please confirm which are existing and proposed. The application form indicates there are existing and proposed wells and septic systems. The pre-consultation included a question for the applicant to confirm the servicing requirements for the use.
9. Section 4.13 of the Township Zoning By-law requires that a kennel shall be no closer than 125 m from any existing residential dwelling, commercial or institutional building on any other lot. Planning staff are concerned that the dog runs appear to not be located outside of the 125 m from existing residential dwellings and how this may impact compatibility of the proposed use. The 125

m setback is measured from all components of the kennel use, not just where dogs are primarily housed. The submitted noise study appears to have not reviewed the 125 m setback as part of the evaluation, and it appears there are additional dog runs not reviewed by noise consultant. The noise study identified two (2) outdoor run areas (area to the rear of the barns and to the east of the barn), however the site plan and the submitted shed drawings show additional dog runs (shed 3 and shed 2, shed 5). All aspects of the kennel must be reviewed for noise impacts.

10. Planning Justification Report

- a. The Provincial Policy Statement in section 1.1.5.4 requires that development is compatible with the rural landscape and can be sustained by rural service levels should be promoted. The applicant is to provide clarifications of servicing requirements on the property. The total floor area of all combined buildings (identified as 530 square metres) as well as the size of all associated outdoor runs will be reviewed for compatibility. Please provide the areas of all the outdoor runs.
- b. The Growth Plan (2020) contains requirements for Lands Adjacent to Key Hydrologic Features and Key Natural Heritage Features. Please provide a key plan that shows the 30 m vegetation protection zone from all wetland features can be met.
- c. The subject lands are located within the Paris Galt Moraine Policy Area. The planning justification report should consider Section 4.9.7 of the Official Plan. Please confirm if any new buildings are proposed for the use (i.e. Shed #5).
- d. The subject lands contain Greenlands Systems including wetlands and Provincially Significant Wetlands. The planning justification report should consider section 5 of the Official Plan.
- e. The submitted Planning Justification Report did not evaluate the general provision section regarding kennels within section 4.13 of the By-law. This section includes a minimum setback from kennels to existing residential dwellings.

The dwelling located at 6700 Gore Road appears to be within the required 125 m setback. It is also noted Shed #1 appears to be included within the kennel use which may be within 125 m from the two-storey home to the south on the opposite side of Gore Rd. Shed #5 is not detailed on the site plan. This section also includes fencing requirements for outdoor runs, as well as restrictions for dog activity in outdoor runs. The Planning Justification Report should be updated to consider these provisions and confirm no additional relief is required.

Planning staff will consider the size of the proposed kennel and outdoor run area for compatibility and may need to consider the applicability of section 4.4 regarding the buildings on-site.

- f. Section 3 of the Planning Justification Report includes information on dogs and the locations they are housed. This description leaves out a number of sheds including sheds #1, #3, #5, and #4. Please update to include all buildings associated with the kennel and their use associated with the kennel. It would be helpful for a summary of the area of each building as well. Please also include a summary of the proposed dog runs including the area

associated with each run.

- g. Planning staff have concerns regarding setback of the kennel to the surrounding residential uses. It is recognized that the intent is to utilize existing structures and space, however this property is of a sufficient size to potentially accommodate a kennel elsewhere that meet the By-law Provisions. Please include a review of alternative locations in the Planning Justification Report.

11. Overall Site Map

- a. In addition to the documents submitted, please include a site map that shows the entirety site and proposed specific portion of the site that would be subject to the proposed site specific zoning amendment.
 - i. The site plan map should also clearly indicate fencing proposed surrounding outdoor runs, outdoor run size, and label all outdoor runs.
 - ii. The site plan map should clearly identify the distance of the kennel operation to the properties located at 6700 Gore Rd and the two-storey home to the south on the opposite side of Gore Rd identified as POR3 within the Environmental Noise Study.
- b. Show locations of waste bins as described within the Waste Management Plan on the site plan.

12. Shed Drawings

- a. The submitted drawing details the total number of enclosures for dogs within shed buildings. A number of the sheds are not shown on the submitted site plan. Please clarify if the sheds within the submitted drawings are sheds or barns and clearly differentiate between sheds and the metal clad building on the site plan for clarity. The capacity with the sheds appears to include 44 enclosures. Please provide further clarification regarding the number of enclosures when the maximum permitted number of dogs within the kennel by-law is 25 dogs.
- b. In addition to the sheds, please include floor plans of all existing buildings. It is noted floor plans were received for the existing dwelling.

13. Environmental Noise Study

- a. The noise study included an evaluation based on two outdoor runs, however, there appear to be additional outdoor runs on the site plan and attached to the shed buildings that must be considered. The submitted shed drawings include outdoor runs attached to Shed #2, Shed #5, and Shed #3.

It is understood that this study is being reviewed by a qualified professional, planning staff recommend that Township staff share these comments with the Township's noise consultant:

- (i) the noise study should consider all sources of noise (indoor and out);
- (ii) clarification on the number if dogs used to calculate noise requirements should be identified, and
- (iii) if it is appropriate to consider the noise of puppies as well;

- (iv) that confirmation that the applicable local Noise By-law is met.
 - (v) Review of the zoning by-law special provisions in relation to setback
 - (vi) consideration of the County of Wellington Noise By-law: [5001-05-Noise-By-law.pdf \(wellington.ca\)](https://www.wellington.ca/5001-05-Noise-By-law.pdf)
- b. The noise study indicated that noise was only reviewed as outdoor noise between the hours of 7 am – 7pm. The Township Zoning By-law restricts outdoor run or outdoor common play area hours between the hours of 8 pm – 7 am. Please confirm if the kennel will be operating outdoor runs after 7 pm.

These comments are intended to provide initial feedback to the applicant and Township on the initial zoning By-law submission. As more information is provided and detailed review of the application is completed more comments may arise. Further, these comments have been prepared without the understanding of preliminary comments from other consultants and agencies. I trust these initial comments will be of assistance.

It is noted that all of the requested studies have been submitted by the applicant; however, planning staff have identified a number of updates/clarifications required that may delay the detailed review process and ultimately meeting the Planning Act's requirements for a decision to be made in 90 days. The Township may wish to consider requiring the following items to be addressed prior to deeming this application complete:

- An addendum to the Environmental Noise Study to reflect the comments provided above
- An addendum to the submitted Planning Justification Report to reflect the above comments
- An updated key map that shows the entirety of the site including the portion related to the site specific amendment, all buildings associated with the use clearly labeled, area of dog runs provided; distances of buildings and dog runs to surrounding sensitive land uses clearly identified, fencing and fence materials identified in compliance with the Township Zoning By-law and Kennel By-law.
- Floor plans for barns 1 – 4

Regards,



Joanna Salsberg, RPP
Planner



3-5 Edinburgh Road South
Guelph . Ontario
N1H 5N8

519.822.6839

info@aboutdng.com

www.aboutdng.com

URBAN FORESTRY

ARBORIST REPORTS
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TREE PRESERVATION PLANS
TREE RISK ASSESSMENT
GIS TREE INVENTORIES
TREE APPRAISALS
MONITORING

ECOLOGICAL RESTORATION

NATURAL SYSTEMS DESIGN
HABITAT RESTORATION
EDGE MANAGEMENT PLANS
RAVINE STEWARDSHIP PLANS
NATURALIZATION PLANS
INTERPRETIVE DESIGN
MONITORING
CONTRACT ADMINISTRATION

ENVIRONMENTAL STUDIES

SUBWATERSHED STUDIES
ENVIRONMENTAL IMPACT
STATEMENTS
ECOLOGICAL LAND
CLASSIFICATION
WETLAND EVALUATION
VEGETATION ASSESSMENT
BOTANICAL INVENTORIES
WILDLIFE SURVEYS
MONITORING

LANDSCAPE ARCHITECTURE

MASTER PLANNING
RESIDENTIAL COMMUNITIES
COMMERCIAL/INDUSTRIAL
HEALTHCARE AND EDUCATION
STREETSCAPES
PARKS AND OPEN SPACES
TRAIL SYSTEMS
GREEN ROOFS
CONTRACT ADMINISTRATION

EXPERT OPINION

LPAT TESTIMONY
LEGAL PROCEEDINGS
PEER REVIEW
RESEARCH
EDUCATION

April 4, 2023

Our Project #: AA21-049A-005B
Sent by email: jbrotherston@puslinch.ca

Justine Brotherston, Deputy Clerk
Township of Puslinch
7404 Wellington Rd. 34
Puslinch, ON N0B 2J0

**Re: 6706 Gore Road, Township of Puslinch
Ecological Review, Zoning By-law Amendment application
Proposed Dog breeding Kennel**

Dear Ms. Brotherston:

About & Associates Inc. has been retained by the Township of Puslinch to review additional materials as part of the zoning by-law amendment application, to determine if there are any new ecological constraints per the submitted materials, as they relate to a proposed Dog Breeding Kennel. Per the Township Zoning By-law, kennels are only permitted as a site-specific zoning amendment. We have reviewed the following documents as part of our assessment:

- Figure A1, A2 and A3, shed layouts, March 2023
- Site Plans, figure S1, S2 and S3, March 2023
- Project, Report, 6706 Gore Road, Puslinch, J.D. Barned Limited, December 21, 2022
- Waste Management Plan, 6706 Gore Road, Puslinch, ON, undated.
- Comment Summary – 6706 Gore Road, pre-consultation
- Plan of Survey of Part of Lot 9, Gore concession, Township of Puslinch, County of Wellington, J.D. Barnes, December 20, 2022.
- Zoning By-law Amendment application, 6706 Gore Road, December 8, 2022.
- House plans, Figure H1, H2 and H3, March 2023
- Environmental Noise Study, Dog Breeding Kennel, SLR Consulting (Canada) Ltd., December 6, 2022.
- Planning Justification Report, 6706 Gore road, Township of Puslinch, county of Wellington, GSP Group, March 2023.
- Letter to County, Re: Application for Zoning By-Law Amendment, 6706 Gore Road, Puslinch, GSP Group, December 8, 2022.

- Aerial photography of the subject site, including Google Street View, March 2021
- Wellington County Draft Natural Heritage System Mapping
- GRCA mapping of natural heritage features (e.g., regulation limit, GRCA and OMNR wetlands, ANSI's, and MNR Woodlands), and
- Natural Heritage Information Center, Make-a-map, accessed March 30, 2023

Our review has identified and confirmed the following continue to apply regarding the presence of ecological constraints or concerns, as they relate to the proposed Dog breeding Kennel.

- All proposed facilities are existing on the property, and only the addition of board on board fencing for a proposed dog run/play area is proposed as new build.
- Review of Google aerial and street view photography images has not identified any additional/unmapped natural heritage features are present in the vicinity of the proposal.
- GRCA regulated habitat (a small area of Wetland identified to the north of the proposed development) is present within the property limits, but the proposed use is approximately 60m from the regulation limit.
- The MNRF Natural Heritage System mapping and the Wellington County Draft Natural Heritage System mapping does not identify any further natural heritage features within the property limits.
- The provincial Natural Heritage System limits are present on the property and include the area of a 30m buffer around the northern wetland feature. It appears that the proposed board on board fencing is outside of the NHS.
- Our Species at Risk review of the NHIC, Ontario Reptile & Amphibian Atlas, Breeding Bird Atlas and Mammal Atlas, has determined that habitat for any Species at Risk is unlikely to be impacted, based on the limits of the development, and that the structures are existing and will remain.
- The proposed development is within the boundaries of the Growth Plan for the Greater Golden Horseshoe but does not appear to include the lands within the Natural Heritage System.

In conclusion, our review of the zoning application documents, and background information corroborates our previous review of the pre-submission application, that no natural heritage features requiring additional study exist within the proposal area. The waste management plan has identified that any waste retained on site will be stored in appropriate receptacles that do not allow any leaching into the environment.

Please contact the undersigned should you require additional information of the above.

Yours truly,

ABOUD & ASSOCIATES INC.



Cheryl-Anne Ross, B. Sc.
Ecology Lead & Wildlife Ecologist

S:\A+A Projects\2021\Approved\21-049A Puslinch Peer Review\AA File\21-049A-005B 6706 Gore Rd\Report\AA Ecological review 21-049A-005B final.docx



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

Phone: 519-621-2761 Toll free: 1-866-900-4722 Fax: 519-621-4844 www.grandriver.ca

March 23, 2023
via email

GRCA File: ZBA – 6706 Gore Road

Lynne Banks
Development and Legislative Coordinator
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON, N0B 2J0

Dear Ms. Banks,

Re: Zoning By-law Amendment Application
6706 Gore Road, Township of Puslinch
Usman Aziz – Owner
GSP Group c/o Kristen Barisdale – Agent

Grand River Conservation Authority (GRCA) staff has reviewed the above-noted Zoning By-law Amendment (ZBA) Application to permit the establishment of a dog kennel facility and dog breeding operation at 6706 Gore Road in the Township of Puslinch.

Recommendation

The GRCA has no objection to the proposed Zoning By-law Amendment.

GRCA Comments

GRCA has reviewed this application as per our delegated responsibility from the Province to represent provincial interests regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS, 2020) and as a regulatory authority under Ontario Regulation 150/06. GRCA has also provided comments as a public body under the Planning Act as per our CA Board approved policies.

Information currently available at this office indicates that the subject property includes unevaluated wetlands and the regulated allowance to these features. Due to the presence these features, a portion of the property is regulated by the GRCA under Ontario Regulation 150/06 - Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation. Future development or other alteration within GRCA regulated area will require prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 150/06.

From our review, we believe that the proposed zoning amendment would not impact on the natural hazards and would not provide opportunity for additional built development in or adjacent to the hazards. As such, we have no objection to the proposal.

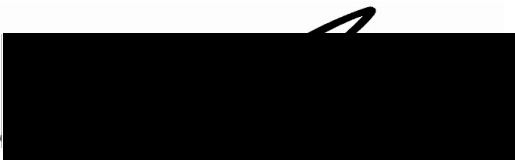
Consistent with GRCA's 2023 approved fee schedule, this application is considered a minor Zoning By-law Amendment and the applicant will be invoiced in the amount of \$465.00 for the GRCA's review of this application.

For municipal consideration

Please be advised that on January 1, 2023, a new Minister's regulation (Ontario Regulation 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Conservation Authorities Act) came into effect. As a result, non-mandatory technical review services that the GRCA formerly provided under agreement with some municipalities (e.g., technical reviews related to natural heritage and select aspects of stormwater management) will no longer be provided.

Should you have any questions, please contact me at 519-621-2763 ext. 2236 or clorenz@grandriver.ca.

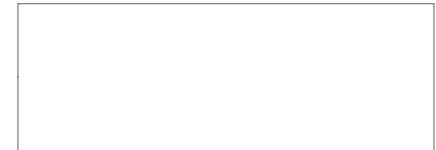
Sincerely,



Chris Lorenz, M.Sc.
Resource Planner
Grand River Conservation Authority

Enclosed: GRCA Mapping

Copy: Usman Aziz (via email)
GSP Group c/o Kristen Barisdale (via email)
County of Wellington (via email)



Legend

- Regulation Limit (GRCA)
- Regulated Watercourse (GRCA)
- Regulated Waterbody (GRCA)
- Wetland (GRCA)
- Floodplain (GRCA)
 - Engineered
 - Estimated
 - Approximate
 - Special Policy Area
- Slope Valley (GRCA)
 - Steep
 - Oversteep
 - Steep
- Slope Erosion (GRCA)
 - Oversteep
 - Toe
- Lake Erie Flood (GRCA)
- Lake Erie Shoreline Reach (GRCA)
- Lake Erie Dynamic Beach (GRCA)
- Lake Erie Erosion (GRCA)
- Parcel - Assessment (MPAC/MNRF)

This legend is static and may not fully reflect the layers shown on the map. The text of Ontario Regulation 150/06 supercedes the mapping as represented by these layers.

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Disclaimer: This map is for illustrative purposes only. Information contained herein is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.
The source for each data layer is shown in parentheses in the map legend. For a complete listing of sources and citations go to: <https://maps.grandriver.ca/Sources-and-Citations.pdf>



April 26, 2023

Township of Puslinch
7404 Wellington Road 34
Puslinch, Ontario
N0B 2J0

Attention: Lynne Banks
lbanks@puslinch.ca

VIA E-MAIL

**Re: Peer Review of Environmental Noise Study
Proposed Dog Breeding Kennel
6706 Gore Road
Puslinch, Ontario
VCL File: 123-0140**

Dear Ms. Banks:

We have completed our review of the “Environmental Noise Study, Dog Breeding Kennel, 6706 Gore Road, Puslinch, Ontario”, dated December 6, 2022, prepared by SLR Consulting (Canada) Ltd. (SLR).

Our comments are outlined herein.

1.0 COMMENTS

- a) The noise assessment indicates that the noise by-laws of Puslinch and North Dumfries do not apply to the proposed breeding kennel. It is agreed that the Puslinch By-Law 5001-05 does not appear to apply. However, the North Dumfries By-Law 2609-14 does have a general prohibition on noise. Part 3.1 states “*no person shall make, cause or permit Noise or vibration, at any time, which is likely to disturb any inhabitant of the Township, which may include disturbing the quiet, peace, rest, enjoyment, comfort or convenience of the inhabitant*”. This would apply to the noise from barking dogs. However, no sound level limits are provided in the by-law.
- b) The noise assessment has applied the Ministry of Environment, Conservation and Parks (MECP) noise guideline requirements of NPC-300 for a frequent impulsive noise source to complete the assessment. The Class 3 exclusion limits have been applied. This is considered appropriate. Section 2.3.1 of the SLR report indicates the outdoor sound level limits apply at the outdoor living area (yards). The sound level limits are applicable at any point within 30 m of a residential dwelling provided it is on the same property as the dwelling itself.

- c) The noise study has identified the closest existing residences to complete assessment. NPC-300 also requires the assessment include vacant lots that have the zoning to permit a noise sensitive land use to also be included in the assessment. In this area, the lands likely have agricultural zoning where a residential dwelling is permitted. Thus, a discussion (and assessment if applicable) on vacant lots should be included as part of the assessment.
- d) The NPC-300 noise guideline requires a predictable worst-case noise impact assessment. Our understanding of the assessment is that barking dogs are modelled in both outdoor run areas simultaneously. It may be possible that the dogs will be in one outdoor run or the other and not always in both. Thus, the predictable worst-case assessment should consider this scenario.
- e) The assessment has excluded the noise impact from the outdoor air conditioning equipment. It is agreed that it will likely not be significant. However, maximum (AHR1) sound ratings for the equipment should be provided in the assessment to assist with its future selection when the facility is being designed and constructed.
- f) Since the noise study does not consider the impact of barking dogs indoors and the indoor spaces will be climate controlled, a recommendation of the noise study should be that all exterior windows and doors remain closed.
- g) The noise study concludes that the proposed facility complies with the requirements of the Puslinch and North Dumfries noise by-laws. It is not clear how this conclusion can be drawn since SLR's position is that the by-laws are silent on dog barking noise and they have not been considered further. However, as per item a) above, at least the general prohibition in the North Dumfries noise by-law is applicable.

2.0 CONCLUSIONS

Our review of the environmental noise study prepared in support of the dog breeding kennel indicates there are a few items, as outlined above, that require further clarification and assessment before we can concur with its findings and conclusions

If there are any questions, please do not hesitate to call.

Yours truly,

VALCOUSTICS CANADA LTD.

Per:



John Emeljanow, P.Eng.



REPORT REC-2023-001

TO: Mayor and Members of Council

PREPARED BY: Mike Fowler, Director of Public Works, Parks and Facilities
Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mike Fowler, Director of Public Works, Parks and Facilities

MEETING DATE: May 3, 2023

SUBJECT: Tender Results for Puslinch Community Centre Park and Boreham Park Improvements
File: F18PCC

RECOMMENDATIONS

That Report REC-2023-001 entitled Tender Results for Puslinch Community Centre Park and Boreham Park Improvements be received; and

That the tender for the Puslinch Community Centre Park and Boreham Park Improvements be awarded to Ritchfield Inc. at an amount of \$2,254,702 inclusive of the non-refundable portion of HST and inclusive of Provisional Item No. 4 – Stonedust Trail and Provisional Item No. 7 – Tactile Plates; and

That the remaining portion of funding required of \$428,038 from the 2021/2022/2023 approved budget for the Puslinch Community Centre Park and Boreham Park Improvements be funded by the Cash in Lieu of Parkland Restricted Reserve.

That Council authorizes the Mayor and Clerk to sign the required contract documents.

Purpose

The purpose of this report is to seek Council's approval to award Contract No. PK23-001 for the Puslinch Community Centre (PCC) Park and Boreham Park Improvements.

As the total tender amounts exceed the budget and the \$500,000 threshold noted in the Township's Purchasing & Procurement of Goods and Services By-law 60/08, Council authorization is required.

Background

A public tender for the PCC Park and Boreham Park Improvements was advertised on the Bids and Tenders website for five weeks and closed on March 21, 2023. As a result of a call for tenders, nine (9) bids were received.

After a review of the submitted bids, staff are recommending the contract be awarded to Ritchfield Inc.; the lowest compliant bid submitted which aligns with Seferian Design Group's recommendation attached as Schedule A to this Report. The successful bid conforms to the specifications as requested in the tender document.

Financial Implications

Approved Grant Funding

The Township was successful in its grant applications for these projects as outlined below:

- Investing in Canada Infrastructure Program (ICIP) – Community, Culture and Recreation Stream for the PCC Park Renovation and Upgrade which includes the PCC Park Soccer Field Sports Lighting with approved funding of \$1,454,590; and
- Ontario Trillium Foundation for the building of an accessible playground at Boreham Park with approved funding of \$150,000.

2021/2022/2023 Approved Capital Budgets

The 2021/2022/2023 Capital Budget includes total combined funding of \$1,826,664 (inclusive of the non-refundable portion of HST) for the construction costs associated with the PCC Park and Boreham Park Improvements projects based on a pretender construction cost estimate obtained in 2022 from Seferian Design Group. This information was based on the latest information that Township staff had at the time.

Provisional Items

The following were provisional items for the PCC Park improvements that were included in the public tender documents:

Item No.	Provisional Item	Approximate Cost net of HST
1	Baseball netting	\$134.5K
2	Paint existing horse paddock fencing	\$6K
3	Basketball post hoop and net	\$6.2K
4	Stonedust trail from parking lot to woodlot south of soccer fields	\$10.1K
5	Tennis wind screen	\$14.8K
6	Traffic patterns within asphalt parking lot to delineate pedestrian walkways	\$68K
7	Tactile plates north of barn in small parking lot island	\$1.5K

Staff recommend that Item No. 4 and Item No. 7 be implemented.

Cost Saving Measures

Township staff recommend that the cost saving measures as outlined in Schedule A to this Report be implemented. The Township's tender document includes provisions for contract negotiation that enable the Township to negotiate with the preferred Bidder.

Additional Funds Required

There are additional funds required of \$428,038 when compared to the 2021/2022/2023 construction budget of \$1,826,664 based on the breakdown of costs as detailed below totaling \$2,254,702:

Description	PCC Park	Boreham Park
Contract Tender Price	\$1,952,409	\$348,327
Provisional Item No. 4 – Stonedust Trail	\$10,100	\$0
Provisional Item No. 7 – Tactile Plates	\$1,540	\$0
Cost Saving Measures as outlined in Schedule A	-\$95,543	-\$1,136
Subtotal Construction Cost (excluding taxes)	\$1,868,506	\$347,191
Add: Non-refundable portion of HST	\$32,893	\$6,112
Total Construction Cost Per Project	\$1,901,399	\$353,303
Grand Total Construction Cost		\$2,254,702

The tender results reflect current costs of both construction materials and labour and is in-line with industry pricing standards. The post pandemic has inflated construction costs including rising labour, fuel, cement, and steel costs as has been observed throughout the construction industry.

It is recommended that the additional funds required of \$428K be funded by Cash in Lieu of Parkland as this restricted reserve has a projected balance of \$452K as of December 31, 2023 as outlined in Report FIN-2023-004 presented to Council on February 8, 2023. It is not recommended that the Township utilize the Parks and Recreation Services Development Charges as this restricted reserve has a projected balance of -(\$15.7K) as of December 31, 2023 as outlined in Report FIN-2023-004 presented to Council on February 8, 2023. Please note that the projected balances in these restricted reserves include projects approved in 2023 and projects approved in previous years that are not yet complete (ie. capital carry forward projects).

Applicable Legislation and Requirements

The works for the above projects have been procured in accordance with the Township's Purchasing and Procurement of Goods and Services By-law 60/08.

Engagement Opportunities

A public tender for the PCC Park and Boreham Park Improvements was advertised on the Bids and Tenders website at puslinch.bidsandtenders.ca/Module/Tenders/en and on the Township website at puslinch.ca/doing-business/bids-tenders/.

Attachments

Schedule A: Seferian Design Group Limited Recommendation Report - PK23-001 – Puslinch Community Centre Park and Boreham Park Improvements

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

Mike Fowler
Director of Public Works, Parks and Facilities



April 25, 2023
SDG Project No.: 22-030

TOWNSHIP OF PUSLINCH

Attn.: Mary Hasan, Director of Finance/ Treasurer
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0

Re: Township of Puslinch - Puslinch Community Centre Park and Boreham Park Improvements [PK23001]

Dear Mary,

This letter is to confirm the results of the tender closing for the above noted project on Tuesday, March 21, 2023. The tender period officially closed at 2:00:00 PM EST, and submissions were received through the Township of Puslinch (Township's) online bidding system. In total, nine (9) electronic tender submissions were received prior to the tender closing date and time.

As requested, we have reviewed the submitted bids for the above-referenced Project. Results of the tender submissions are summarized below, as sorted from lowest to highest bid:

Bid Results – PK23001 Puslinch Community Centre Park and Boreham Park Improvements				
No.	Bidder	Original	HST	Total Price
1.	Ritchfield Inc.	\$ 2,300,736.38	\$ 299,095.73	\$ 2,599,832.11
2.	B.E. Construction Ltd.	\$ 2,499,636.95	\$ 324,952.80	\$2,824,589.75
3.	Yard Weasels Inc.	\$ 2,518,774.80	\$ 327,440.72	\$ 2,846,215.52
4.	Anthony Furlano Construction Inc.	\$ 2,627,592.88	\$ 341,587.07	\$ 2,969,179.95
5.	Gateman-Milloy Inc.	\$ 2,698,072.99	\$ 350,749.49	\$ 3,048,822.48
6.	Hardscape Concrete & Interlock	\$ 2,808,086.36	\$ 365,051.23	\$ 3,173,137.59
7.	Stonecast Contracting Limited	\$ 2,865,967.78	\$ 372,575.81	\$ 3,238,543.59
8.	Cambium Site Contracting Inc.	\$ 3,085,294.15	\$ 401,088.24	\$ 3,486,382.39
9.	Cox Construction Limited	\$ 3,607,101.44	\$ 468,923.19	\$ 4,076,024.63

The totals provided above include the contingency allowances, however exclude the provisional items.



All tender submissions have been checked for errors, omissions, qualifications, and obvious imbalances. All submissions included proof of insurance, a Bid Bond and Agreement to Bond / Surety's Consent. Four (4) addendums were issued during bidding, which was acknowledged through the online bidding system as part of the tender submission process.

The low bid by Ritchfield Inc. of \$ 2,300,736.38 + HST is approximately 9% lower than the second lowest bid.

Seferian Design Group's pretender construction cost estimate (excluding taxes and provisional items) for this project was as follows:

- Puslinch Community Centre Park Renovation and Upgrade: \$ 1,534,460.00
- Boreham Park Playground: \$ 236,037.00
- Total: \$ 1,770,496.00

It should be noted that our pretender construction cost estimate is based on published construction pricing data for Ontario, vendor and supplier quotes provided to our design team during construction, and averages of recently tendered and awarded contracts from our office.

Ritchfield Inc.'s bid is approximately 30% higher than our original project pretender construction cost estimate. Possible rationale for the variance from Ritchfield Inc.'s bid and the pretender construction cost estimate, include finalization of cost estimate through detailed design which resulted in higher values for certain items, allowances for Contractor mark-up, profit, bonding, and current availability of products at the time of tender. Seferian Design Group's pretender construction cost estimate does not make allowances for the above items as they vary from bidder to bidder.

Ritchfield Inc. is a reputable contractor with whom we are familiar, however have never worked directly with on similar past projects. Therefore, SDG contacted their references listed in the bid submission.

As part of Ritchfield Inc's submission they listed three (3) Reference of Similar Projects. SDG contacted all three references to complete a reference check form. The City of Burlington responded on March 29, 2023. The City of Guelph responded on March 28, 2023. Their completed reference check forms from the City of Burlington and City of Guelph are appended to this letter. SDG had verbal conversation with the Town of East Gwillimbury on March 31, 2023. Overall all three municipalities had a positive experience with Ritchfield Inc. and complemented their quality of work, professionalism, and dedication to the project.

Based on the above, and in accordance with the Township's Purchasing Policy, we recommend that Contract PK23001 be awarded to the lowest compliant bidder, **Ritchfield Inc.- pending Council approval.**

Seferian Design Group and the Township of Puslinch have discussed possible cost saving measures with Ritchfield Inc. These include the following:

- Substituting concrete unit paving to a different type supplied by the same vendor. Colour, laying pattern, and sizing would remain the same.
- Deleting the fibreglass layer from tennis court surfacing.
- Substituting bioretention soil product for bioretention soil created on site.

The above cost saving measures total \$96,679.00 net of HST.



Please advise us of your decision to award this Contract so we can review with the successful contractor and provide a digital Contract for execution by the Contractor and Township. We will also request a pre-construction meeting upon authorization from the Township.

We trust that you will find the above to be in order. Should you have any questions or concerns, please do not hesitate to contact me directly.

Best regards,

SEFERIAN DESIGN GROUP LIMITED

A handwritten signature in black ink that reads 'Brad Smith'.

Brad Smith, OALA, APALA, CSLA, ASLA
Senior Landscape Architect
brad@seferiandesign.com

cc: *Mike Fowler, Township of Puslinch (mfowler@puslinch.ca)*



REPORT REC-2023-002

TO: Mayor and Members of Council

PREPARED BY: Sarah Huether, Taxation and Customer Service Supervisor
Mary Hasan, Director of Finance/Treasurer
Mike Fowler, Director of Public Works, Parks and Facilities

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: May 3, 2023

SUBJECT: Roller Skating Free Drop-in Time at the ORC

RECOMMENDATIONS

That Report REC-2023-002 entitled Roller Skating Free Drop-in Time at the ORC be received; and

That Council authorize staff to offer free drop-in time at the ORC rink for roller and inline skating for a pilot period from 2023 to 2025 in support of the Youth Advisory Committee's request as outlined in Report ADM-2023-013; and

That upon completion of the 2023 to 2025 pilot program, that staff report back to Council on the results of the pilot program including number of participants that attended during the drop in times; and

That the following free drop in schedule at the ORC rink for roller and inline skating be offered for a pilot period from 2023 to 2025:

MONTH	TUESDAY	THURSDAY
May to June and September to November – weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.

Purpose

The purpose of this report is to provide Council with a proposed schedule, in response to the request for free drop-in time at the ORC rink for roller/inline skating, in support of the Youth Advisory Committee’s request as outlined in Report ADM-2023-013.

Background

Council at its meeting held on March 22, 2023 received Report ADM-2023-013 entitled Youth Advisory Committee Meeting Update and directed staff to report back on the request to add roller skating free drop-in time at the ORC when the pad becomes available for the 2023 season and ongoing. Report ADM-2023-013 is attached as Schedule A to this Report.

Staff have reviewed the previous year (2022) and current year (2023) rental requests, to determine a suitable time to schedule the free drop-in time at the ORC rink. The benefits associated with establishing a weekly drop-in schedule are outlined below:

- Enables increased utilization of the facility by users.
- The public appreciates the reliability in a weekly drop-in schedule.
- Enables effective and timely advertising to the public through the Township website of the weekly drop-in schedule.
- Creates a fair, equal and transparent process for providing free drop-in times to the public.

Staff have recommended that two, 1.5 hour sessions be provided on Tuesdays and Thursdays for a pilot period from 2023 to 2025 as follows:

MONTH	TUESDAY	THURSDAY
May to June and September to November - weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.

The drop-in times proposed are based on days and times of the week where the facility has:

- Previously had low utilization rates (ie. no recurring league rentals and limited one-time rentals).

- Staff that are scheduled to work at the facility resulting in limited incremental staffing costs.

Staff recommend two different schedules based on the time of the year:

- One schedule is recommended during the regular school year. Council implemented a crossing guard position at the Brock Road intersection to promote safe parking options at the Puslinch Community Centre. As school dismissal is at 2:50 p.m., staff suggest programming begin at 3:00 p.m. to promote after school activities.
- A different schedule is recommended for the summer months. The alternate summer schedule provides recreational opportunities earlier in the day for youth during the school summer break.

Staff recommend that this drop-in time not be an opportunity for ball hockey and therefore, sticks and balls will not be permitted during these drop-in times. Accommodating both activities at the same time becomes a safety risk for participants.

Financial Implications

Possible loss of rental revenue during approved free drop-in times, but the loss is considered marginal and typically, renters provide alternative times for their rentals if an allotted time is not available. Staff are also scheduled to work at the facility during the free drop-in times proposed in this Report resulting in limited incremental staffing costs.

Applicable Legislation and Requirements

None

Engagement Opportunities

As discussed throughout this Report, this initiative was recommended by the Youth Advisory Committee. If this initiative is approved by Council, the approved drop in schedule will be advertised as follows:

- Social Media Posts at [Facebook.ca/TownshipofPuslinch](https://www.facebook.com/TownshipofPuslinch) & [Twitter.com/TwpPuslinchON](https://twitter.com/TwpPuslinchON)
- Township Website at [Puslinch.ca/Facilities](https://www.puslinch.ca/Facilities) within the Recreation and Leisure Calendar
- Community Newsletter
- Aberfoyle Public School engagement

Township staff will update the Youth Advisory Committee on Council's direction.

Attachments

Schedule A – Report ADM-2023-013 – Youth Advisory Committee Meeting Update

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

Mike Fowler
Director of Public Works, Parks and Facilities



REPORT ADM-2023-013

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: March 22, 2023

SUBJECT: Youth Advisory Committee Meeting Update

RECOMMENDATION

That Report ADM-2023-013 entitled Youth Advisory Committee Meeting Update be received; and

That Council approve the new Youth Advisory Committee logo as presented; and

That Council approve the three (3) goals and objectives as outlined in this report for the 2023 year; and

That Council direct staff to report back on the request to add roller skating free drop-in time at the ORC when the pad becomes available for the 2023 season and on-going.

Purpose

The purpose of this report is to provide Council with an update on the Youth Advisory Committee and to present to Council the proposed Committee logo and the proposed Committee goals and objectives for the 2023 year.

Background

The Youth Advisory Committee is a new Committee that was established for the 2022-2026 term of Council. The Committee has met for two (2) regularly scheduled meetings to date (February 6, 2023 and March 6, 2023). The Committee received orientation at the first meeting which included an introduction on setting goals and objectives for the year/term. Following the orientation, the Committee members were tasked with presenting their proposed goal or objective to the Committee at the March meeting. The Committee heard a

number of great presentations and voted on the proposals. Three (3) projects were selected as outlined in the resolution below:

Resolution No. 2023-013: Moved by Carter Devries
Seconded by Laz Holford

That Report YOU-2023-002 entitled Committee Goals and Objectives Initial Proposals be received; and

That the Youth Advisory Committee direct staff to look into the Arkell Soccer Lights Initiative and report back to the Committee at the April meeting; and

That the Youth Advisory Committee request that Council consider adding roller skating free drop-in time at the ORC when the pad becomes available for the 2023 season and on-going; and,

That the Youth Advisory Committee selects the following goals and objective proposals for the 2023 Youth Advisory Committee Goals and Objectives; and further,

That the following sub-committees be established for the respective proposals:

Goals and Objectives Proposal	Sub-Committee
Sports Day	Aaron, Carter D., Carter O., Kenzo
Hobbies Day	Xander, Talia, Councillor Bailey
Fall Fair	Chelsey, Ayla, Katey, Laz, Oliver

That the Youth Advisory Committee forward this resolution to Council for its Consideration.

CARRIED

Each proposal will require the completion of a fulsome project proposal by the subcommittee which will outline the specifics of each project and identify any financial implications, fundraising opportunities, etc. Subject to Council approval, the sub-committees will begin working on their proposals and project planning.

The Committee requested that Council consider adding roller skating free drop-in time at the ORC when the pad becomes available for the 2023 season and on-going. Staff recommend that this be explored and that a staff report be prepared for Council to consider at an upcoming meeting.

The Committee also requested that staff look into the potential for lighting at the soccer field near Arkell. As a first step, staff verified the property ownership as being owned by the Calvary Baptist Church. Staff recommend that this information be provided to the Committee and no further action be taken.



At the February meeting, the Committee was also tasked with developing a unique logo concept for the Committee to review at the March meeting. Schedule “A” of this report displays all logos that were developed and submitted by the Committee members. The Committee conducted a series of votes to narrow down the logos to the winning logo displayed below. The winning logo was developed by Committee Member Carter O’Driscoll:



Youth Advisory
Committee

Subject to Council approval, the new logo will be displayed on Youth Advisory Committee agendas, minutes, resolutions, public communications, etc. in addition to the Township crest.

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

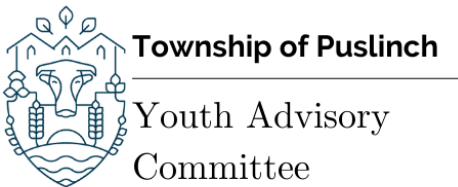
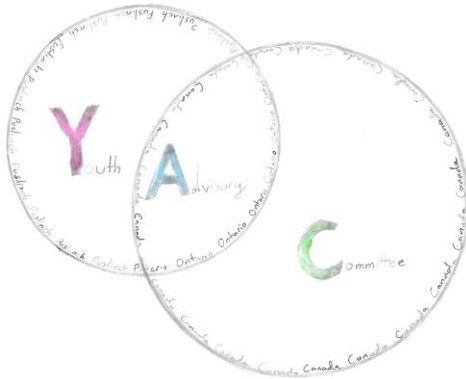
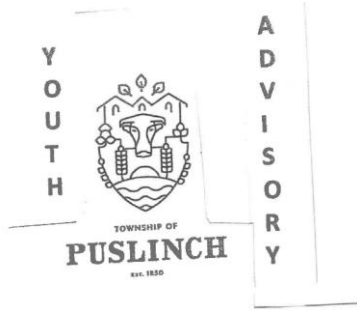
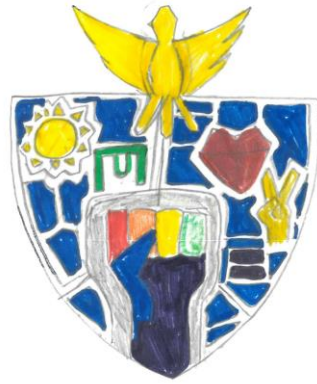
Schedule "A" Committee Logo Concepts

Respectfully submitted,

Reviewed by:

**Courtenay Hoytfox,
Municipal Clerk**

**Glenn Schwendinger,
CAO**





KIM COURTS
DEPUTY CLERK
T 519.837.2600 x 2930
F 519.837.1909
E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

April 11, 2023

Wellington County
Member Municipality Clerks

Amanda Knight, Township of Guelph/Eramosa
Lisa Champion, Town of Erin
Kerri O'Kane, Township of Centre Wellington
Larry Wheeler, Township of Mapleton
Annilene McRobb, Town of Minto
Karren Wallace, Township of Wellington
Courtenay Hoytfox, Township of Puslinch

aknight@get.on.ca
Lisa.champion@erin.ca
kokane@centrewellington.ca
LWheeler@mapleton.ca
annilene@town.minto.on.ca
kwallace@wellington-north.com
choytfox@puslinch.ca

Good afternoon,

At its meeting held March 30, 2023 Wellington County Council approved the following recommendation from the Planning Committee:

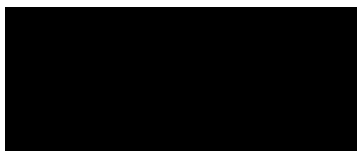
That the report County Official Plan Review – Agricultural System Mapping and Policy Review be received for information; and

That the County Clerk forward the report to Member Municipalities.

Enclosed is the County Official Plan Review – Agricultural System Mapping and Policy Review Report.

Should you have any questions, please contact Jameson Pickard, Senior Policy Planner at jamesonp@wellington.ca.

Sincerely,



Kim Courts
Deputy Clerk



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
Date: Thursday, March 09, 2023
Subject: **County Official Plan Review – Agricultural System Mapping and Policy Review**



PLANWELL

1.0 Purpose

This report is intended to provide the Planning Committee and Council with an update on the work County planning staff and our consultants have been completing related to the Agricultural System Mapping and Policy Review under the Official Plan Review.

2.0 Background

Over the past several years, various Provincial governments have made changes to Provincial policy, necessitating municipalities to update their planning documents. A significant area of Provincial policy change has focused on agriculture.

Key changes came in 2017, when a new version of "A Place to Grow: Growth Plan for the Greater Golden Horseshoe" (Growth Plan) was released. Within this document, the Province introduced a new series of policies related to agricultural support and protection, based on a systems approach, and committed to mapping a continuous agricultural land base across the Growth Plan area. Through the Environmental Registry of Ontario (ERO), the Province consulted on draft versions of the Provincial Agricultural Land Base Mapping. Through Planning Committee Report PD2017-23 and several discussions with ministry staff, the County provided significant feedback on this mapping.

On February 9, 2018, the Province issued the final version of the Agricultural Land Base Mapping for the Growth Plan. At that time, the mapping took effect immediately upon issuance and took precedent over the County Official Plan mapping. However, when the Progressive Conservative government took office, they made additional changes to the Growth Plan, which delayed the implementation of the mapping (outside of the Greenbelt Area) until such time as upper-tier municipalities implement the mapping in their official plans. This is the current status of the Provincial mapping in Wellington County.

3.0 Agricultural Mapping and Policy Review

As part of the Official Plan Review, the County will review and refine the Provincial Agricultural Land Base Mapping issued under the Growth Plan and update the County Official Plan to align with current Provincial agricultural land use policy. The County retained Planscape Inc. in early 2022 to assist with these Official Plan updates.

3.1 Agricultural Land Base Mapping Review

The Agricultural Land Base Mapping issued under the Growth Plan was prepared by the Ministry of Food, Agriculture, and Rural Affairs (OMAFRA) through a Land Evaluation and Area Review (LEAR), which identified the following:

- areas already designated as prime agricultural areas in existing Official Plans;
- additional areas identified as meeting the definition of prime agricultural areas, subject to municipal review; and
- candidate areas that could be prime agricultural areas subject to municipal review.

The Provincial Agricultural Land Base Mapping for the County can be viewed online through the Province's Agricultural System Portal, found [here](#), and is shown in Appendix 1 of this report. The Province has noted that this mapping was a desktop exercise and that municipal refinement is necessary for its implementation. The County may refine the agricultural land base mapping at the time of initial implementation in the County Official Plan, based on the [Implementation Procedures for the Agricultural System in Ontario's Greater Golden Horseshoe](#) issued by the Province.

In Table 1, below, staff have shown some statistics comparing the unrefined Provincial Agricultural Land Base mapping against the current prime agricultural land base in the County. The following is noted about the Provincial mapping in the County:

- In Centre Wellington, Guelph/Eramosa, Mapleton, and Wellington North, the Provincial Agricultural Land Base generally aligns well with only minor differences. The review by County planning staff in these municipalities has focused on the ensuring alignment with current Official Plan designations in the rural area (Rural Area Employment Areas, Recreational Areas, Country Residential Areas, etc.).
- In Erin, Minto, and Puslinch, the Provincial Agricultural Land Base has generated significant differences from the County of Wellington Official Plan mapping. This is in part due to new prime agricultural areas being identified by the Province in these municipalities, as well as the identification of many large candidate areas. County Staff and consultants have been expending considerable effort to review over 1,000 areas of difference and refine them in accordance with Provincial criteria. It is anticipated that there will be a reduction in the Secondary Agricultural designation in the County once refinements have been completed.

At this time, County planning staff and our consultants are nearing completion of a final draft of the agricultural land base mapping for public and agency review. Planning Staff have been meeting with member municipality staff to discuss draft mapping refinements and will be looking to complete those engagements in the coming months. Due to the extent of the mapping changes and the review associated with those changes, delays have resulted in bringing draft mapping forward. However, we intend to make the refined draft mapping available for public and stakeholder review later this year.

Notification about the release of the mapping will be sent to our Planwell email subscribers list and posted online. If you would like to be added to the Planwell email subscribers list, please send a request to planwell@wellington.ca.

Table 1. Agricultural Land Base Comparison

Municipality	Prime Agricultural Area (ac)			Candidate Area (ac)
	Province**	County of Wellington**	Difference Between Province and County Prime Agricultural Areas* (+/-)	
Centre Wellington	73,867 ac	74,151 ac	-284 ac	20 ac
Erin	34,088 ac	23,421 ac	+10,668 ac	9,027 ac
Guelph/Eramosa	51,531 ac	51,746 ac	-215 ac	7 ac
Mapleton	109,280 ac	109,171 ac	+109 ac	0 ac
Minto	45,388 ac	42,584 ac	+2,805 ac	3,388 ac
Puslinch	14,127 ac	9,921 ac	+4,206 ac	10,477 ac
Wellington North	94,157 ac	94,404 ac	-247 ac	3 ac
Totals	422,439 ac	405,399 ac	17,040 ac	22,921 ac

*these figures are approximate and will change through the refinement process.

**these figures exclude natural heritage features.

Note:

This report offers statistics about agricultural land areas in the County for information purposes. It is important to note that the land area statistics related to the Provincial Agricultural Land Base in this report do not include natural features and is based on a Provincial LEAR analysis and informed by Provincial land use planning policy. The “Farm Area” statistics used by Statistics Canada, and shown in Appendix B, includes a broader range of lands and is defined as lands owned and operated by an agricultural operation and includes: cropland, summer fallow, improved and unimproved pasture, woodlands and wetlands and all other land (including idle land and lands on which farm buildings are located). As a result, there are difference in the land area numbers and caution should be used when comparing.

3.2 Agricultural Land Use Policy

Since the last comprehensive update of the County Official Plan, there have been several Provincial planning documents released or updated which provide important Provincial direction related to agricultural land use planning in Ontario. Some of these documents include:

- Provincial Policy Statement, 2020;
- Guidelines on Permitted Uses in Ontario's Prime Agricultural Area;
- Greenbelt Plan, 2017;
- Growth Plan, 2019 (as amended); and
- Minimum Distance Separation Document (MDS) - Formulae and Guidelines for Livestock Facility and Anaerobic Digester Odour Setbacks.

The County planning staff is generally supportive of the Provincial changes in agricultural land use policy, as they aim to create a more permissive environment for farmers to diversify their incomes while also making positive changes related to agricultural land protection and supporting the agri-food sector. The County, working with our consultant team, will update the County Official Plan to address current Provincial policy requirements in a way that builds on the current successes in Wellington’s agricultural industry.

Currently, we are nearing completion of an Agricultural Background Report that will provide a detailed review of the latest 2021 agricultural census results for Wellington, a review of our mapping refinement process, draft mapping refinement recommendations, as well as provide a series of policy options to help inform policy development for the Official Plan.

In advance of the Agricultural Background Report County staff have prepared an infographic to highlight some of the 2021 Agricultural Census results for Wellington (Appendix 2). It is noted that there are some positive trends happening in Wellington's agricultural industry, particularly increases in the number of farms, total farm area reported and an increase in total operating revenues per acre since the 2016 census. This is an indicator that Wellington continues to be an attractive location for investment by the agricultural industry.

5.0 Recommendations

That the report “County Official Plan Review – Agricultural System Mapping and Policy Review” be received for information; and

That the County Clerk forward the report to Member Municipalities.

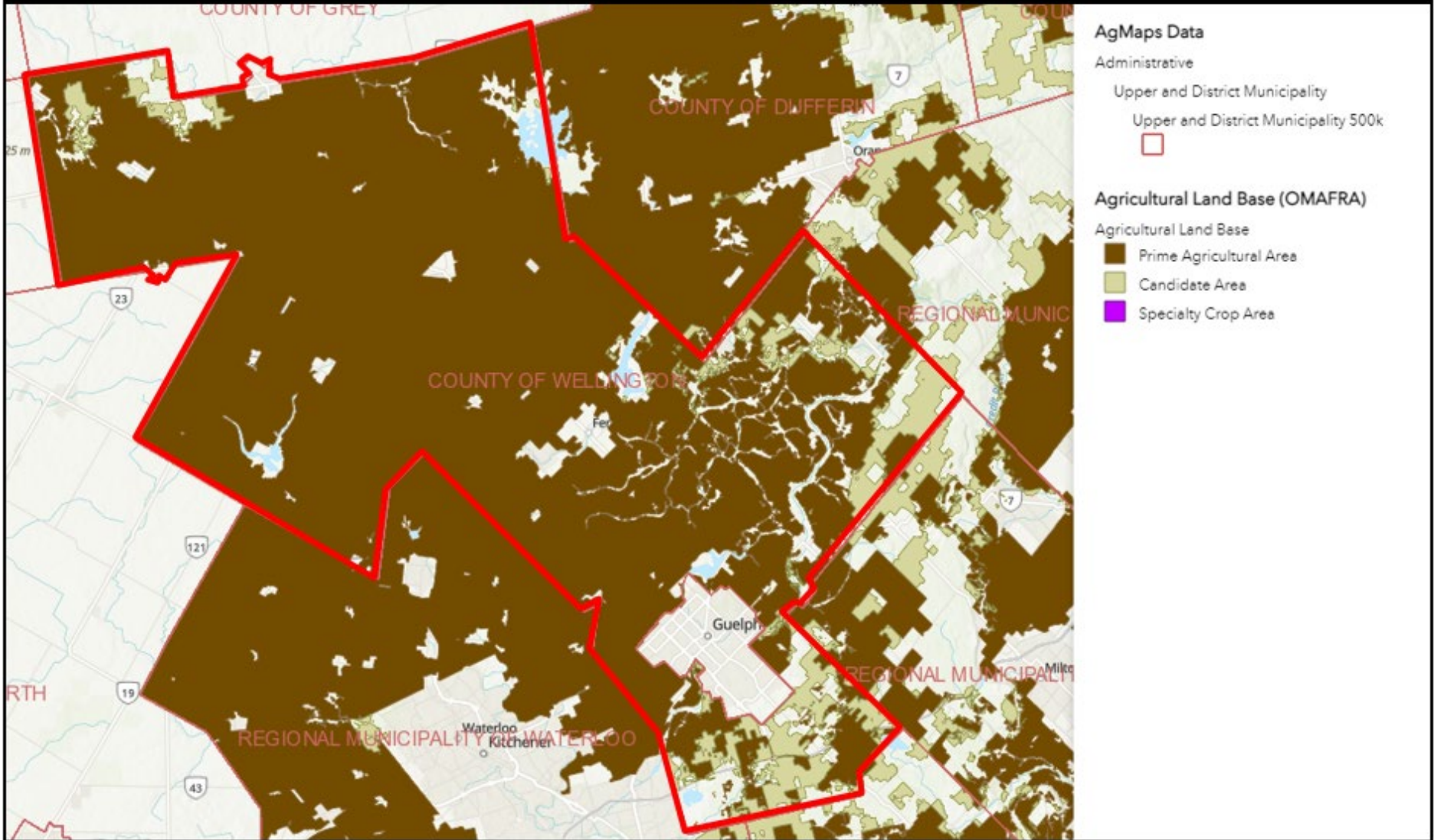
Respectfully submitted,



Jameson Pickard B. URPL, MCIP, RPP
Senior Policy Planner

Appendix-1
Provincial Agricultural Land Base Mapping

Agricultural System Portal



Source : Provincial Agricultural System Portal

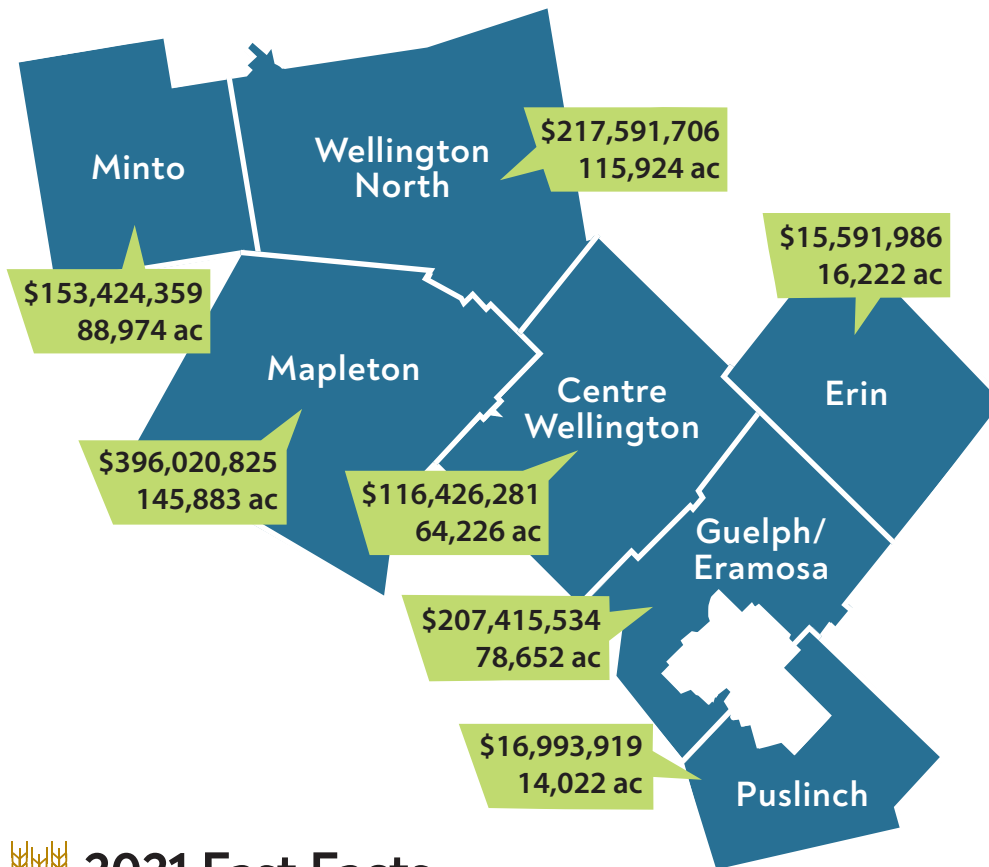
Appendix-2
2021 Agricultural Census Overview

Agriculture

Total Operating Revenues and Farm Area

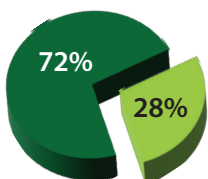
\$ Total Operating Revenues - **\$1,173,464,610**

🏠 Total Farm Area - **523,903 ac**



2021 Fast Facts

- From 2016 to 2021 Wellington County recorded an increase of 269 farms (11%) and an increase of 57,503 acres in farm area (12%)
- The average farm size reported in Wellington was 200 ac. This is below the Provincial average of 243 ac.
- The average age of farm operators in Wellington County is 53 years old.



Farm Tenure in Wellington

- 72% of farm area owned
- 28% of farm area rented, leased or crop shared

Source: Statistics Canada, Census of Agriculture 2021

Wellington County Farms by Industry

2,617 

703 Farms (27%)

Oilseed and Grain Farming

503 Farms (19%)

Beef Cattle Ranching and Farming

374 Farms (14%)

Dairy Cattle and Milk Production

314 Farms (12%)

Other Animal Production

212 Farms (8%)

Other Crop Farming

205 Farms (8%)

Poultry and Egg Production

101 Farms (4%)

Hog and Pig Farming

93 Farms (4%)

Sheep and goat Farming

61 Farms (2%)

Greenhouse, Nursey and Floriculture

38 Farms (2%)

Vegetable and Melon Farming

13 Farms (1%)

Fruit and Tree Nut Farming

SMOfficial Mark of
The Corporation of the
County of Wellington



Alternate formats available upon request.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 023-2023

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its Council meeting held on MAY 3, 2023.

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

AND WHEREAS by Section 5, Subsection (3) of the *Municipal Act*, a municipal power including a municipality's capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Puslinch at its Council meeting held on MAY 3, 2023 be confirmed and adopted by By-law;

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

- 1) The action of the Council of the Corporation of the Township of Puslinch, in respect of each recommendation contained in the reports of the Committees and each motion and resolution passed and other action taken by the Council at said meeting are hereby adopted and confirmed.
- 2) The Head of Council and proper official of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.
- 3) The Head of Council and the Clerk are hereby authorized and directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and the Clerk authorized and directed to affix the seal of the said Corporation to all such documents.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 3 DAY OF MAY, 2023.

James Seeley, Mayor

Courtenay Hoytfox, Clerk