



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 22, 2024 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

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A G E N D A

DATE: Wednesday May 22, 2024

CLOSED MEETING: 12:30 P.M.

REGULAR MEETING: 10:00 A.M.

≠ Denotes resolution prepared

1. **Call the Meeting to Order**
2. **Roll Call**
3. **Moment of Reflection**
4. **Confirmation of the Agenda ≠**
5. **Disclosure of Pecuniary Interest & the General Nature Thereof**
6. **Consent Agenda ≠**
 - 6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings:
 - 6.1.1 May 1, 2024 Council Minutes
 - 6.1.2 March 4, 2024 Heritage Advisory Committee Minutes



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- 6.1.3 January 15, 2024 Joint Recreation and Youth Advisory Committee Minutes
 - 6.2 Grand River Conservation Authority April 26, 2024 General Meeting Summary
 - 6.3 Grand River Conservation Authority's Watershed-based Resource Management Strategy
 - 6.4 Association of Municipalities Ontario Policy Update - Team Ontario Federal Infrastructure Funding Agreement Negotiation and Bill 185 Comments to Standing Committee
 - 6.5 Watson and Associates Letter to Municipal Clients regarding Assessment of Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and the proposed PPS, 2024
 - 6.6 Watson and Associates Letter to Ministry of Municipal Affairs and Housing regarding Assessment of Bill 185 Cutting Red Tape to Build More Homes Act 2024
 - 6.7 Watson and Associates Letter to Provincial Planning Policy Branch regarding Bill 185 ERO 019-8369 - Municipal Act and Planning Act
 - 6.8 Watson and Associates Letter to Municipal Clients regarding Assessment of Bill 134 - Affordable Homes and Good Jobs Act
 - 6.9 Township of Alwicks Haldimand Motion regarding Inter-Municipal Task Force on Housing and Homelessness
 - 6.10 Municipality of Trent Hills Resolution regarding Inter-Municipal Task Force on Housing and Homelessness
 - 6.11 Township of Stirling-Rawson Resolution regarding Sustainable Infrastructure Funding for Small Rural Municipalities
 - 6.12 Township of Brudnell, Lyndoch and Raglan Letter of Support regarding Support of Mental Health Services of Renfrew County Hoarding Program
 - 6.13 City of St. Catherines Resolution regarding Provincial Regulations Needed to Restrict Keeping of Non-native (exotic) Wild Animals
 - 6.14 The Multi-Municipal Energy Working Group letter regarding Wind Turbines
 - 6.15 Western Ontario Wardens Caucus regarding ERO Posting 019-8369 Proposed Planning Act, City of Toronto Act and Municipal Act changes proposed through Bill 185
 - 6.16 Western Ontario Wardens Caucus regarding ERO Posting 019-8371 Proposed Changes to the Development Charges Act
 - 6.17 Western Ontario Wardens Caucus regarding ERO Posting 019-8462 2024 Proposed Provincial Planning Statement
 - 6.18 Puslinch Profile Feature May 2024
7. **Delegations ≠**
- 7.1 Specific Interest (Items Listed on the Meeting Agenda)
 - 7.1.1 **10:05 A.M.** Delegation by Manan Trivedi regarding Heritage Designation of 32 Brock Road North
 - 7.2 General Interest (Items Listed on the Meeting Agenda)



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7.2.1 **10:15 A.M.** Delegation by Royal City Science regarding proposed community based development in Puslinch

8. **Public Meetings**

8.1 June 12, 2024 at 7:00 P.M. Public Information Meeting held in-person in Council Chambers, Municipal Office (7404 Wellington Rd 34) and by electronic participation through Zoom regarding proposed Zoning By-law Amendment D14/AZI (Usman Aziz) 6707 Gore Road, Puslinch

9. **Reports ≠**

9.1 **Puslinch Fire and Rescue Services**

9.1.1 None

9.2 **Finance Department**

9.2.1 Report FIN-2024-013 - 2023 Development Charges ≠

9.2.2 Report FIN-2024-014 - 2024 Final Tax Levy and Rates ≠

9.3 **Administration Department**

9.3.1 Report ADM-2024-026 - Proposed Shooting Range By-law Development Process ≠

9.3.2 Report ADM-2024-027 - Second Draft Heritage Permit By-law ≠

9.3.3 Report ADM-2024-028 - Heritage Designation By-laws for 2023 Objection Properties ≠

9.3.4 **2:00 P.M.** Report ADM-2024-029 - 2023 Source Water Protection Annual Report Pursuant to Clean Water Act ≠

9.3.5 Report ADM-2024-030 - Reporting Out Update ≠

9.4 **Planning and Building Department**

9.4.1 None

9.5 **Roads and Parks Department**

9.5.1 Report PW-2024-004 - Consideration for Hard Surfacing Gravel Roads ≠

9.6 **Recreation Department**

9.6.1 None

10. **Correspondence ≠**

10.1 County of Wellington Planning Committee Recommendation regarding Bill 185 - Cutting Red Tape to Build More Homes Act and the proposed Provincial Planning Statement 2024≠

10.2 **11:45 A.M.** County of Wellington O.P.P. Police Services Board 2023 Year-End Report ≠



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- 10.3 County of Wellington Notice of Public Open House and Public Meeting regarding proposed Official Plan Amendment No. 123 ≠
- 10.4 William Knetsch Letter Regarding Morriston Bypass Streetscape Strategy ≠
- 10.5 **11:00 A.M.** Gravel Extraction Study Scope of Work ≠
- 10.6 **2:15 P.M.** Township proposed comments to the County of Wellington request for feedback regarding the Housing Focused: A Housing Policy Review in Wellington County ≠
(Circulated under separate cover)

- 11. **Council reports**
 - 11.1 Mayor' Updates
 - 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 BL2024-037 Designation By-law for property municipally known as 43 McClintock Drive
 - 12.1.2 BL2024-038 Designation By-Law for property municipally known as 4492 Watson Road South
 - 12.1.3 BL2024-039 Designation By-Law for property municipally known as 32 Brock Road North
 - 12.1.4 BL2024-040 2024 Final Tax Levy and Rates
 - 12.2 Third and Final Reading
 - 12.2.1 BL2024-006 Franchise Agreement with Enbridge Gas Inc.

- 13. **Announcements**

- 14. **Closed Session – Pursuant to Section 239 of the Municipal Act, 2001**
 - 14.1 Confidential report prepared by staff regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Human Resource Matter
 - 14.2 Confidential minutes from previous closed meetings:
 - 14.2.1 May 1, 2024 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 BL2024-041 Confirm By-law – May 22, 2024
19. **Adjournment ≠**



MINUTES

DATE: May 1, 2024

CLOSED MEETING: 12:30 P.M.

COUNCIL MEETING: 10:00 A.M.

The May 1, 2024 Council Meeting was held on the above date and called to order at 10:00 a.m. via electronic participation and in-person at 7404 Wellington Rd 34, 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, Interim CAO
5. Justine Brotherston, Interim Municipal Clerk
6. Sarah Huether, Interim Deputy Clerk

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2024-144:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council approves the May 1, 2024 Agenda and Addendum as circulated; and

That Council approves the additions to the agenda as follows:

Consent Item 6.1.6 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the May 1, 2024 Council agenda;

Consent Item 6.20 response from the MNRF regarding the 2023 CAR reports;

Consent Item 6.21 Conservation Halton Report regarding the Environmental Registry of Ontario Posting (ERO No. 019-8320) Regulating detailing new Minister's Permit and Review Powers under the the Conservation Authorities Act.

CARRIED

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

None

6. **CONSENT AGENDA**

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

6.1.1 April 10, 2024 Council Minutes

6.1.2 February 20, 2024 Special Council Meeting Minutes

6.1.3 March 12, 2024 Planning and Development Advisory Committee Meeting Minutes

- 6.1.4 March 4, 2024 Youth Advisory Committee Minutes
- 6.1.5 November 30, 2023 Recreation Advisory Committee Minutes
- 6.1.6 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the May 1, 2024 Council agenda

- 6.2 Town of Plympton-Wyoming resolution regarding Securing Access to Natural Gas for our Community and Ontario
- 6.3 Municipality of St. Charles resolution regarding Support for Household Food Insecurity
- 6.4 The County of Prince Edward resolution regarding the Creation of a Municipal Accessibility Fund
- 6.5 Municipality of Wawa resolution regarding the Creation of a Municipal Accessibility Fund
- 6.6 Municipality of West Perth resolution regarding Conservation Authorities Act
- 6.7 City of Sault Ste. Marie resolution regarding Intimate Partner Violence & Coercive Control
- 6.8 City of Peterborough Resolution regarding Amending the Ombudsman Act
- 6.9 Western Ontario Warden's Caucus Support for Small Business Enterprise Centre Funding
- 6.10 Puslinch Historical Society letter to Township of Puslinch Council
- 6.11 Ministry of Municipal Affairs and Housing regarding Bill 185 Cutting Red Tape to Build More Mores Act 2024
- 6.12 Association of Municipalities of Ontario regarding Policy Update - Bill 185 Cutting Red Tape to Build More Homes Act 2024
- 6.13 The Association of Municipal Managers, Clerks and Treasurers of Ontario regarding Advocacy Update Province Introduces Bill 185
- 6.14 Ministry of Agriculture, Food and Rural Affairs regarding Storm Water Fee Structures
- 6.15 Dufferin Aggregates Monthly Monitoring Report for Mill Creek #5738 - March 2024
- 6.16 Wellington Federation of Agriculture regarding the Importance of Minimum Distance Separation Requirements
- 6.17 Letter from Wellington Catholic District School Board regarding Education Development Charges By-law Notice of Passing
- 6.18 County of Wellington O.P.P. - Police Services Board Report - February 2024
- 6.19 County of Wellington O.P.P. - Police Services Board Report – January 2024
- 6.20 response from the MNRF regarding the 2023 CAR reports;
- 6.21 Conservation Halton Report regarding the Environmental Registry of Ontario Posting (ERO No. 019-8320) Regulating detailing new Minister's Permit and Review Powers under the the Conservation Authorities Act.

Resolution No. 2024-145:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That the Consent Agenda items listed for MAY 1, 2024 Council meeting, with the exception of items 6.1.1, 6.10, 6.17, be received for information; and

That consent items 6.6 and 6.21 be considered with correspondence item 10.4.

CARRIED

Resolution No. 2024-146:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda item 6.1.1 Council meeting be received for information.

CARRIED

Resolution No. 2024-147:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That the Consent Agenda item 6.10 Council meeting be received for information; and

Whereas Council appreciates the good work completed by the Historical Society, that Council direct staff to send a letter of appreciation accordingly; and



That Council direct staff to review its procurement policy and other relevant policies to determine how the Township can support its community groups.

CARRIED

Resolution No. 2024-148:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda item 6.17 Council meeting be received for information.

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 **10:15 AM** Delegation by Barclay Nap, Wellington Federation of Agriculture regarding Agri-Food System Study

Resolution No. 2024-149:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council receives the Delegation by Barclay Nap, Wellington Federation of Agriculture regarding Agri-Food System Study for information.

CARRIED

7.2.2 **10:25 AM** Delegation by Olinda Dasilva and Scott Bartles regarding a Regulatory By-law for Gun Ranges

Resolution No. 2024-150:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council receives the Delegation by Olinda Dasilva and Scott Bartles regarding a Regulatory By-law for Gun Ranges for information.

CARRIED

Resolution No. 2024-151:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

Whereas section Section 129 of the Municipal Act, 2001 S.O. 2001, c.25, as amended act states a local municipality may,

(a) prohibit and regulate with respect to noise, vibration, odour, dust and outdoor illumination, including indoor lighting that can be seen outdoors; and

(b) prohibit the matters described in clause (a) unless a permit is obtained from the municipality for those matters and may impose conditions for obtaining, continuing to hold and renewing the permit, including requiring the submission of plans. 2006, c. 32, Sched. A, s 69.; and

Whereas the now superseded Provincial Document - Sound Level Limits for Stationary Sources in Class 3 Areas (Rural) Publication NPC-232 had limited the sound level limit at a point of reception within 30 m of a dwelling to 70 dBAI if the gun club were operating before January 1, 1980 or 50 dBAI if the gun club began to operate after January 1, 1980; and

Whereas the Provincial Document Environmental Noise Guideline Stationary and Transportation Sources – Approval and Planning Publication NPC-300 under Table B-4 Exclusion Limit Values for Impulsive Sound



Level (LLM, dBAI) Plane of Window – Noise Sensitive Spaces (Day/Night) indicates day/night values ranging from 40/50 to 60/55 (dependent on land classification) for more than 9 impulses in an hour; and

Whereas the Township of Clarington has included as part of its noise bylaw the maximum sound level at the point of reception caused by firearm noise from a shooting range in existence prior to 1980 to 70 dBAI and after 1980 to 50 dBAI; and

Whereas the Township of Uxbridge have enacted a shooting range bylaw limiting the maximum sound level of 60 dBAI at the point of reception caused by firearm noise from any existing shooting range and 45dBAI for any new clubs; and

Whereas residents in the vicinity of the Sportsmen's Club Galt have advised that the shooting sound emanating from the Club's shooting ranges is disturbing and excessive;

Be it resolved that staff be requested

- 1. To develop, in consultation with the local community, the GRCA, the Sportsmen's Club Galt, and any other regulatory agency having jurisdiction a shooting range bylaw which prescribes the maximum permitted impulse sound level at the point of reception, and includes the hours of operation; and**
- 2. To consider the creation of a permit process for the operation of a shooting club.**

CARRIED

Council recessed from 10:12 A.M. to 10:25 A.M.

Roll Call

**Councillor Goyda
Councillor Sepulis
Councillor Bailey
Councillor Hurst
Mayor Seeley**

8. PUBLIC MEETINGS:

None

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 Report FIR-2024-003 - The Canadian Red Cross Society Training Partnership Agreement

Resolution No. 2024-152:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report FIR-2024-003 entitled The Canadian Red Cross Society Training Partner Agreement be received; and

That Council give three readings to By-law No. 2024-033 being a By-law authorizing the entering into a Training Partner Agreement with the Canadian Red Cross Society.

CARRIED

9.2 Finance Department

9.2.1 Report FIN-2024-009 2023 Lease Financing Agreement Summary Report

Resolution No. 2024-153:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Report FIN-2024-009 entitled 2023 Lease Financing Agreement Summary Report be



received; and

That Council accepts the Treasurer's statement that all lease financing agreements are nonmaterial and have been made in accordance with the Township's Lease Financing Agreement Policy as outlined in Schedule B to Report FIN-2024-009.

CARRIED

9.2.2 Report FIN-2024-010 Treasurer's Investment Report for 2023

Resolution No. 2024-154:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Report FIN-2024-010 entitled Treasurer's Investment Report for 2023 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 2023 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 2023 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.

CARRIED

9.2.3 Report FIN-2024-011 Audited Financial Statements for the year ended December 31, 2023

Resolution No. 2024-155:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

THAT Report FIN-2024-011 entitled Audited Financial Statements for the year ended December 31, 2023 be received; and

THAT Council receives the presentation by Murray Short of RLB LLP regarding the 2023 Township of Puslinch Financial Statements; and

That Council approves the following documents from RLB LLP:

- a.) Audit Report to the Members of Council dated May 1, 2024;
- b.) Financial statements for the year ended December 31, 2023.

CARRIED

Council recessed from 12:15 P.M. to 12:45 P.M.

Roll Call

**Councillor Goyda
Councillor Sepulis
Councillor Bailey
Councillor Hurst
Mayor Seeley**

9.2.4 Report FIN-2024-012 Fourth Quarter Financial Report - 2023

Resolution No. 2024-156:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis



THAT Report FIN-2024-012 entitled Fourth Quarter Financial Report – 2023 be received for information.

CARRIED

9.3 Administration Department

9.3.1 None

9.4 Planning and Building Department

9.4.1 Report BLD-2024-002 Report for Council (Q1 2024)

Resolution No. 2024-157:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report BLD-2024-002 entitled Building Department First Quarter Update – January to March 2024 be received for information.

CARRIED

9.4.2 Report PD-2024-002-ZBA - 6706 Gore Rd

Resolution No. 2024-158:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Report PD-2024-002 entitled Zoning By-law Amendment Application (D14/AZI) Request for Council to deem the application to be complete be received; and

Whereas the outstanding items have been resolved as noted in the comment summary report attached a Schedule “A”;

Therefore, that Council deem the zoning amendment application to be complete as recommended by staff; and,

That staff be directed to proceed with notice in accordance with Section 3 and Section 5 of O. Reg. 545/06 of the Planning Act, 1990.

CARRIED

9.5 Emergency Management

9.5.1 None

9.6 Roads and Parks Department

9.6.1 Report PW-2024-003 Tender Results for the 2024 Asphalt Program

Resolution No. 2024-159:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Report PW-2024-003 entitled Tender Results for the 2024 Asphalt Program be received; and

That the tender for the 2024 Asphalt Program be awarded to Cox Construction Limited at their tendered amount of \$1,409,353 inclusive of the non-refundable portion of HST; and

That Council authorizes the Mayor and Clerk to sign the required contract documents.

CARRIED

9.7 Recreation Department

9.7.1 None

10. **CORRESPONDENCE:**

10.1 Halton-Hamilton Source Protection Region letter regarding recommended phase out of free well water testing

Resolution No. 2024-160: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receive correspondence item 10.1 Halton-Hamilton Source Protection Region letter regarding recommended phase out of free well water testing for information.

CARRIED

10.2 University of Guelph decision regarding exemption of records for aquafarming on properties within the Township of Puslinch

Resolution No. 2024-161: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receive correspondence item 10.2 University of Guelph decision regarding exemption of records for aquafarming on properties within the Township of Puslinch for information.

CARRIED

10.3 County of Wellington Planning Committee Resolution regarding County Official Plan Housing Policy Review in Wellington County

Resolution No. 2024-162: Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receive correspondence item 10.3 County of Wellington Planning Committee Resolution regarding County Official Plan Housing Policy Review in Wellington County for information; and

That Council authorize staff to engage the Township Planning Consultant on respect to providing comments on the report for Council's consideration at the May 22, 2024 Council meeting; and

That the Township Planning Consultant be requested to specifically comment on the prohibition of new severances post March 1, 2005.

CARRIED

10.4 ERO Posting 019-8320 regarding Minister's permit and review powers under the Conservation Authorities Act

Resolution No. 2024-167: Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Council receive correspondence item 10.4 and consent items 6.6 and 6.21 regarding ERO Posting 019-8320 regarding Minister's permit and review powers under the Conservation Authorities Act for information; and

Whereas Council supports the recommendations outlined in the Halton Conservation Authority report;



That Council direct staff to submit its support through the ERO portal accordingly.

CARRIED

10.5 TAPMO Request to Municipal Councils regarding Executive Director Position

Resolution No. 2024-168: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council receive correspondence item 10.5 TAPMO Request to Municipal Councils regarding Executive Director Position for information; and

Whereas Council supports the establishment of the Executive Director Position for TAPMO;

That Council approve the additional funding of \$20k from the supplemental taxes as a result of the recent Assessment Review Board decision regarding the aggregate appeal, and that the Executive Director position continue to be funded on an annual basis; and

That the Executive Director be requested to attend a future Council meeting when hired, to provide Council with a presentation of the strategic work plan.

CARRIED

10.6 Objection Letter to Canada Building Materials (CBM) Aggregates, a Division of St. Mary's Cement Inc. (Canada) regarding the proposed Aberfoyle South Pit Expansion, Part of Lots 18-20, Concession 1, Township of Puslinch, County of Wellington, Aggregate Resources Act Licence Application #626630

Resolution No. 2024-169: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receive correspondence item 10.6 T Objection Letter to Canada Building Materials (CBM) Aggregates, a Division of St. Mary's Cement Inc. (Canada) regarding the proposed Aberfoyle South Pit Expansion, Part of Lots 18-20, Concession 1, Township of Puslinch, County of Wellington, Aggregate Resources Act Licence Application #626630 for information; and

That Council approve the objection letter, as amended, and directs staff to submit its comments to the MNRF and proponent accordingly.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor' Updates

11.1.1 Mayor Seeley gave an update regarding the recent task force meetings with the Ministry of Finance regarding the aggregate assessments.

11.1.2 Mayor Seeley gave an update on the County Road tour that took place on Monday April 29, 2024.

11.2 Council Member Reports

11.2.1 Councillor Sepulis provided an update on the High Speed Internet Committee regarding the progress of the community engagement opportunity. More information is available on the Township website.

Resolution No. 2024-170: Moved by Councillor Bailey and
Seconded by Councillor Hurst

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

CARRIED

12. BY-LAWS:



12.1.1 BL2024-033 - To Authorize Entering into a Training Partnership Agreement with the Canadian Red Cross.

12.1.2 BL2024-035- Appoint Building Official Kun (Olive) Zhang

Resolution No. 2024-171:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

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

12.1.1 BL2024-033 - To Authorize Entering into a Training Partnership Agreement with the Canadian Red Cross.

12.1.2 BL2024-035- Appoint Building Official Kun (Olive) Zhang for the Corporation of the Township of Puslinch.

CARRIED

13. ANNOUNCEMENTS:

13.1 Volunteer of the Year Award recipient Ken Williams **10:05 A.M.**

Council recessed from 10:12 A.M. to 10:23 A.M.

Roll Call

Councillor Goyda

Councillor Sepulis

Councillor Bailey

Councillor Hurst

Mayor Seeley

13.2 Councillor Bailey provided an update that the Annual Bike Rodeo is on May 11 at the Municipal Office. Registration for the event can be made through the Optimist Club.

13.3 Councillor Bailey provided an update on an upcoming presentation on Cyber Safety and Human Trafficking on May 30, 2024 at 7:00 P.M.

13.4 Councillor Goyda provided an update regarding the annual cleanup day taking place the weekend of May 4.

14. CLOSED SESSION:

Council was in closed session from 12:30 P.M. to 2:34 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. 2024-172:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

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

14.1 Confidential report prepared by staff regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – OLT matter

14.2 Confidential report prepared by staff regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose - Aggregate Resource Act Licence Application

14.3 Adoption and receipt of the previous closed minutes

14.3.1 April 10, 2024 First Closed Meeting Minutes

CARRIED

Resolution No. 2024-173:

Moved by Councillor Sepulis and



Seconded by Councillor Goyda

THAT Council moves into open session at 2:34 P.M.

CARRIED

Council resumed into open session at 2:34 P.M.

Resolution No. 2024-174:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Council receives the:

14.1 Confidential report prepared by staff regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – OLT matter

14.2 Confidential report prepared by staff regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose - Aggregate Resource Act Licence Application

14.3 Adoption and receipt of the previous closed minutes

14.3.1 April 10, 2024 First Closed Meeting Minutes; and

That staff proceed as directed.

CARRIED

14. BUSINESS ARISING FROM CLOSED SESSION:

None

15. NOTICE OF MOTION:

None

16. NEW BUSINESS:

None

17. CONFIRMATORY BY-LAW:

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

Resolution No. 2024-175:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

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

By-Law 2024-036 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 1 day of May 2024.

CARRIED

18. ADJOURNMENT:

Resolution No. 2024-176:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council hereby adjourns at 3:36 p.m.

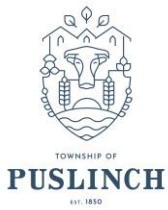
CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 1, 2024 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

James Seeley, Mayor

Courtenay Hoytfox, Clerk



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MARCH 4, 2024 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPTION
& IN-PERSON AT 7404 WELLINGTON RD 34

MINUTES

DATE: March 4, 2024

MEETING: 1:00 P.M.

The March 4, 2024 Heritage Advisory Committee meeting was held on the above date and called to order at 1:00 p.m. via in person participation at the Municipal Office at 7404 Wellington Rd 34 and via electronic participation.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Andy Day
Tamsin Lambert
Kristine O'Brien
Lily Klammer-Tsuji
Russel Hurst

Absent:

Cheryl McLean

Staff in Attendance:

Justine Brotherston, Interim Municipal Clerk
Laura Emery, Communications and Committee Coordinator
Sarah Heuther, Interim Deputy Clerk

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-014:

Moved by Tamsin Lambert and
Seconded by Kristine O'Brien

That the Heritage Advisory Committee approves the March 4, 2024 Agenda as circulated.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MARCH 4, 2024 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPTION
& IN-PERSON AT 7404 WELLINGTON RD 34

5. DISCLOSURE OF CONFLICT OF INTEREST:

Kristine O'Brien declared a potential conflict of interest related to item 8.1 HER-2024-008, Heritage Designation Update for 2023 and 2024 Properties due to her employment with Presbyterian Church of Canada.

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 January 16, 2024 Heritage Advisory Committee Minutes

Resolution No. 2024-015:

Moved by Andy Day and
Seconded by Tamsin Lambert

That Consent Agenda items 7.1 listed for the March 4, 2024 Heritage Advisory Committee meeting be received for information.

CARRIED

8. COMMITTEE AND STAFF REPORTS

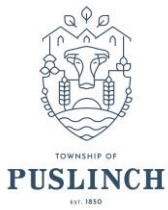
8.1 Report – HER-2024-008 – Heritage Designation Update for 2023 and 2024 Properties

Resolution No. 2024-016:

Moved by Tamsin Lambert and
Seconded by Andy Day

That report HER-2024-008 regarding Heritage Designation Update for 2023 and 2024 Properties be received for information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MARCH 4, 2024 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPTION
& IN-PERSON AT 7404 WELLINGTON RD 34

8.2 Report – HER-2024-009 – Designating Properties delisted from Heritage Register on January 1, 2025

Resolution No. 2024-017:

Moved by Kristine O'Brien and
Seconded by Andy Day

That report HER-2024-009 entitled Designating Properties delisted from Heritage Register on January 1, 2025 be received for information;

And that the Heritage Advisory Committee recommend that Council consider the development of a policy or procedure with respect to prescribed events on delisted properties as of January 1, 2025.

CARRIED

8.3 Report – HER-2024-010 – 2022-2026 Goals and Objectives Update

Resolution No. 2024-018:

Moved by Tamsin Lambert and
Seconded by Andy Day

That staff report HER-2024-010 entitled 2022-2026 Goals and Objectives Update be received for information; and,

That the Committee add 2025 Priority Properties as a Goal and Objective; and,

That staff bring a report to the next Heritage Advisory Committee meeting regarding the remaining non-designated properties for the Committee's Consideration.

CARRIED

8.4 Committee Memo – MEMO-2024-001 – Engagement Sub-Committee

Resolution No. 2024-019:

Moved by Andy Day and
Seconded by Tamsin Lambert

That report MEMO-2024-001 entitled Engagement Sub-committee be received for information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MARCH 4, 2024 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPTION
& IN-PERSON AT 7404 WELLINGTON RD 34

9. CORRESPONDENCE

None

10. ANNOUCEMENTS

None

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None

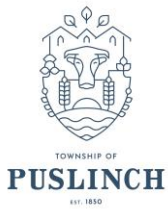
13. ADJOURNMENT

Resolution No. 2024-020:

Moved by Krstine O'Brien and
Seconded by Tamsin Lambert

That the Heritage Advisory Committee hereby adjourns at 2:00 p.m.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JANUARY 15, 2024 JOINT RECREATION AND YOUTH ADVISORY COMMITTEE
IN-PERSON MEETING AT 23 BROCK RD S, PUSLINCH ON

MINUTES

DATE: January 15, 2024

MEETING: 6:00 P.M.

The January 15, 2024 Joint Recreation and Youth Advisory Committee was held on the above date and called to order at 6:18 p.m. via in person participation at the Puslinch Community Centre at 23 Brock Rd S, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

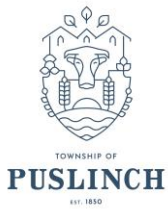
Councillor Sara Bailey
Councillor Jessica Goyda
Aaron Dochstader
Kenzo Szatori
Laz Holford
Oliver Van Gerwen
Talia Wineberg
Xander Wineberg
Katey Whaling
Mary Christidis
Joanna Jefferson
Stephanie McCrone

Absent:

Chelsey MacPherson
Carter Devries
Ayla Panylo
Carter O'Driscoll
Vince Klimkosz

Staff in Attendance:

Justine Brotherston, Interim Municipal Clerk
Laura Emery, Communications and Committee Coordinator
Sarah Huether, Interim Deputy Clerk



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JANUARY 15, 2024 JOINT RECREATION AND YOUTH ADVISORY COMMITTEE
IN-PERSON MEETING AT 23 BROCK RD S, PUSLINCH ON

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-001:

Moved by Laz Holford and
Seconded by Aaron Dochstader

That the Joint Recreation and Youth Advisory Committee approves the January 15, 2024
Agenda as circulated.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

None

6. DELEGATIONS

None

7. CONSENT AGENDA

None

8. COMMITTEE AND STAFF REPORTS

8.1 Introductions

Resolution No. 2024-002:

Moved by Talia Wineberg and
Seconded by Joanna Jefferson

That the Introductions be received for information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JANUARY 15, 2024 JOINT RECREATION AND YOUTH ADVISORY COMMITTEE
IN-PERSON MEETING AT 23 BROCK RD S, PUSLINCH ON

8.2 Ice Breaker – Would You Rather

Resolution No. 2024-003:

Moved by Xander Wineberg and
Seconded by Oliver Van Gerwen

That the Ice Breaker Activity be received for information.

CARRIED

8.3 Report JRY-2024-001 – Recreation Advisory Committee and Youth Advisory Committee
Goals and Objectives Review

Resolution No. 2024-004:

Moved by Mary Christidis and
Seconded by Katey Whaling

That report JRY-2024-001 entitled Recreation Advisory Committee and Youth Advisory
Committee Goals and Objectives Review be received for information; and

That the Joint Recreation and Youth Advisory Committee provides the following
recommendations with respect to offering Open Gym times for Council's consideration:

The committees are supportive of offering Open Gym Times for Youth on Friday's from
3:00 p.m. to 5:00 p.m.

CARRIED

8.4. Report JRY-2024-002 – Boreham Park Green Legacy Tree Planting

Resolution No. 2024-005:

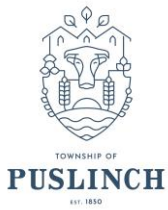
Moved by Kenzo Szatori and
Seconded by Joanna Jefferson

That report JRY-2024-002 entitled Boreham Park Green Legacy Tree Planting be received
for information; and,

That the following two members from the Recreation Advisory Committee be appointed
to the Boreham Park Sub-Committee:

Joanna Jefferson; and,

Stephanie McCrone; and,



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JANUARY 15, 2024 JOINT RECREATION AND YOUTH ADVISORY COMMITTEE
IN-PERSON MEETING AT 23 BROCK RD S, PUSLINCH ON

That the following two members from the Youth Advisory Committee be appointed to the Boreham Park Sub-Committee:

Oliver Van Gerwen; and,

Katey Whaling; and,

That the Committee endorse the action plan as amended in the report.

CARRIED

8.5. Committee Memo – MEMO-2024-001 – Recreational Programming Survey

Resolution No. 2024-006:

Moved by Mary Christidis and
Seconded by Oliver Van Gerwen

That Committee Memo MEMO-JRY-001 entitled Recreational Programming Survey be received for information; and,

That the following members of the Recreation Advisory Committee and Youth Advisory Committee volunteer at the Optimist Club Annual Fish Fry on May 9, 2024;

Councillor Sara Bailey; and,

Councillor Jessica Goyda; and,

Katey Whaling.

CARRIED

8.6. Committee Memo – MEMO-2024-002 – Millennium Garden

Resolution No. 2024-007:

Moved by Xander Wineberg and
Seconded by Katey Whaling

That Committee Memo MEMO-JRY-002 entitled Millennium Garden Volunteers be received for information; and,

That the Committee Memo be brought to the next Youth Advisory Committee meeting for discussion.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JANUARY 15, 2024 JOINT RECREATION AND YOUTH ADVISORY COMMITTEE
IN-PERSON MEETING AT 23 BROCK RD S, PUSLINCH ON

9. CORRESPONDENCE

None

10. ANNOUNCEMENTS

Councillor Sara Bailey announced the Behai Community Group is hosting two upcoming events. A Fraud Talk session on January 25, 2024 from 2:00 p.m. to 4:00 p.m. at the Puslinch Community Centre, and a No Room for Hate session on Thursday February 24th from 2:00 p.m. to 4:00 p.m.

Councillor Sara Bailey announced that the Sunrise Rotary Club is holding a Pasta Dinner on Friday February 9th.

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None

13. ADJOURNMENT

Resolution No. 2024-008:

Moved by Joanna Jefferson and
Seconded by Talia Wineberg

That the Joint Recreation and Youth Advisory Committee hereby adjourns at 8:16 p.m.

CARRIED



Grand River Conservation Authority

Summary of the General Membership Meeting – April 26, 2024

To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.

Action Items

The Board approved the resolutions in the following reports as presented in the agenda:

- GM-04-24-41 - Financial Summary
- GM-04-24-34 - Conestogo Lake Conservation Area Septic Upgrades
- GM-04-24-33 - ERO Posting 019-8462 - Review of proposed policies for a new provincial planning policy instrument
- GM-04-24-39 - ERO Posting 019-8320 - Regulation Detailing New Minister's Permit and Review Powers
- GM-04-24-37 - Fee Policy Amendments
- GM-04-24-36 - Kayanase Restoration Work at Arkell-Smith
- GM-04-24-35 - Draft Watershed-based Resource Management Strategy
- Disposition of Land - 5500 Jones Baseline - Guelph-Eramosa (Closed agenda)
- License Agreement - Kiwanis Club of Guelph (Closed agenda)
- Canada Emergency Wage Subsidy (CEWS) Update (Closed agenda)

Information Items

The Board received the following reports as information:

- GM-04-24-38 - General Insurance Renewal 2024-2025
- GM-04-24-40 - Cash and Investment Status
- GM-04-24-32 - Permits Issued under Ontario Regulation 150/06
- GM-04-24-42 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- City of Guelph - 2025 Budget Confirmation Guidelines

Delegations

There was one registered delegation:

- Phil Monture, Six Nations of the Grand River – Sharing our Lands - Litigation - Moving Forward

Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board.

Correspondence & Action Items

The SPA Board approved the resolutions in the following reports as presented in the agenda:

- Lake Erie Region Source Protection Committee - Source Protection Plan Annual Progress Report
- SPA-04-24-01 - Submission of the 2023 Grand River Annual Progress Report

For full information, please refer to the [April 26 Agenda Package](#). Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following approval at the next meeting of the General Membership.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.



April 29, 2024

Office of the Mayor & Council
Township of Puslinch

By email: admin@puslinch.ca

Dear Mayor/Chief and Council,

Re: Grand River Conservation Authority's Watershed-based Resource Management Strategy – Consultation Period

The Grand River Conservation Authority (GRCA) manages water and other natural resources on behalf of 38 municipalities and about one million residents of the Grand River watershed. The GRCA is a partnership of watershed municipalities and provides an avenue to work together, addressing environmental issues and opportunities that serve to benefit the entire Grand River watershed.

Under the *Conservation Authorities Act*, each Conservation Authority in Ontario is required to prepare a Watershed-based Resource Management Strategy (Strategy). The goal of the Strategy is to ensure that the GRCA's programs and services respond to watershed issues and reflect the organization's mandate under the *Conservation Authorities Act* and municipal Memorandums of Understanding for programs and services.

The GRCA has prepared a draft Strategy and is inviting municipalities, the Six Nations of the Grand River, the Mississaugas of the Credit First Nation, and the public to review and comment on the Strategy.

The draft Strategy is available on the GRCA's website (www.grandriver.ca/resourcestrategy) and comments may be submitted until June 7, 2024. A public information session on the draft Strategy will be held by webinar in May and will be advertised on the GRCA's website and social media. Presentations to councils or staff are available upon request.

Inquiries regarding the Strategy can be directed to Janet Ivey, Manager of Water Resources at Email: jivey@grandriver.ca or Tel: 519-621-2763 ext. 2128.

Yours very truly,

A solid black rectangular box redacting the signature of Chris White.

Chris White, Chair



April 29, 2024

Office of the Mayor & Council
Township of Puslinch

By email: admin@puslinch.ca

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Inquiries regarding the Strategy can be directed to Janet Ivey, Manager of Water Resources at Email: jivey@grandriver.ca or Tel: 519-621-2763 ext. 2128.

Yours very truly,

A solid black rectangular box redacting the signature of Chris White.

Chris White, Chair

From: AMO Policy <policy@amo.on.ca>
Sent: Wednesday, May 08, 2024 3:56 PM
To: Admin
Subject: AMO Policy Update - "Team Ontario" Federal Infrastructure Funding Agreement Negotiation and Bill 185 Comments to Standing Committee

Follow Up Flag: Follow up
Flag Status: Flagged



AMO Policy Update: "Team Ontario" Federal Infrastructure Funding Agreement Negotiation and Bill 185 Comments to Standing Committee

"Team Ontario" Approach

On April 18, Minister Calandra sent a [letter](#) to AMO's President proposing a collaborative "Team Ontario" approach to federal infrastructure funding agreement negotiations. AMO strongly supports municipalities working collaboratively with the province to achieve the alignment needed across all the levels of government to get housing built in Ontario.

These much-needed investments could help offset some of the approximately \$100 billion in municipal capital expenditures planned over the next 10 years - but the funding requirements need to make sense for Ontario. While details remain unclear regarding eligibility for upper-tier municipalities, the potential impact of the proposed development charge freeze is a definite concern for all municipalities with populations over 300,000. A potential three-year freeze on

development charges on these municipalities could actually reduce their ability to keep pace with anticipated growth.

AMO will continue to work with municipal staff and provincial officials to ensure the federal government understands the impacts these restrictions would have on development in Ontario. By municipalities and the province working together, we can ensure these federal funds are accessible and effectively address the critical infrastructure needs of all Ontario municipalities.

For a broad overview of key infrastructure funding programs, AMO has developed this helpful resource to give our sector a full picture of its [infrastructure funding](#).

Bill 185 Comments to Standing Committee

Yesterday, AMO commented and [provided a written submission](#) on the Bill at the Standing Committee on Finance and Economic Affairs' public hearings. Comments focused on the positive outcome of the province's collaboration with municipalities, demonstrated with the reversal of two key Bill 23 development charge reversals. AMO called for the reversal of additional development charges to enable municipalities to fund the infrastructure required for growth.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

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155 University Ave Suite 800 | Toronto, ON M5H 3B7 CA

April 24, 2024

To our Municipal clients:

Re: Assessment of Bill 185, *Cutting Red Tape to Build More Homes Act, 2024* and the Proposed Provincial Planning Statement, 2024

On behalf of our many municipal clients, we are writing to inform you of the Ontario Legislature's proposed changes to the *Planning Act* under Bill 185 (*Cutting Red Tape to Build More Homes Act*) and the proposed Provincial Planning Statement, 2024 (PPS, 2024). The primary focus of this letter is to provide our assessment of the proposed PPS, 2024 and its potential impacts on growth management in Ontario. The proposed PPS, 2024 was released in coordination with Bill 185 on April 10, 2024, for a 30-day comment period. The comment period on the proposed PPS, 2024 ends on May 12, 2024 (the deadline was extended by two days after the release of the French version of the proposed PPS, 2024). The PPS is provided under section 3 of the *Planning Act* and if the proposed PPS, 2024 is approved, all municipal decisions would be required to be consistent with the PPS, 2024 under subsections 3 (5) and 3 (6) of the *Planning Act*.

1. Proposed Planning Act Changes

With respect to the proposed changes to the *Planning Act* under Bill 185, we have identified the following key impacts as they broadly relate to growth management in Ontario.

Upper-Tier Municipalities with No Planning Responsibilities to Come into Effect on July 1, 2024, for the Regional Municipalities of Halton, Peel, and York

- The Province introduced the concepts of “upper-tier municipalities without planning responsibilities” and “upper-tier municipalities with planning responsibilities” to the *Planning Act* as part of Bill 23. “Upper-tier municipalities without planning responsibilities” includes a list of seven upper-tier municipalities comprising all the upper-tier municipalities in the Greater Toronto Area, as well as the County of Simcoe, the Region of Niagara, and the Region of Waterloo. Bill 185 builds upon this and amends the *Planning Act* to implement changes to certain upper-tier municipalities, “upper-tier municipalities without planning responsibilities.”
- Under Bill 185, the Region of Halton, the Region of Peel, and the Region of York will become “upper-tier municipalities without planning responsibilities” on July 1, 2024. The County of Simcoe, the Region of Durham, the Region of Niagara, and the Region of Waterloo will become “upper-tier municipalities without planning



responsibilities” at a future date to be named by proclamation of the Lieutenant Governor.^[1]

- Upon the review of Bill 23, Watson & Associates Economists Ltd. (Watson) previously expressed concerns with these significant changes to regional planning. We anticipate that there will continue to be a strong need for impacted upper-tier municipalities to address regional growth management coordination efforts (e.g., coordination of regional growth forecasts and regional urban land needs assessments, assessment of regional infrastructure needs and review of cross-jurisdictional issues) working with their area municipalities.

Elimination of Third-Party Appeal Rights to Include Municipally Approved Official Plans, Official Plan Amendments, Zoning By-Laws and Zoning By-Law Amendments

- As part of Bill 23, the Province amended the *Planning Act* to limit appeals for minor variances, a plan of subdivision, or a consent to sever to the applicant, the municipal authority, the Minister, or a “specified person.” “Specified person” is a new term introduced with the intent to focus appeals on a more focused group, including applicants, public bodies, Indigenous communities, and utilities providers. Appeal rights removed include third-party landowners, ratepayers, and other members of the public that are not the applicant, the Minister, an approval authority, a public body, or a “specified person.” Under Bill 185, it is proposed that the elimination of third-party appeals would be extended to include municipally approved Official Plans, Official Plan Amendments, Zoning By-laws and Zoning By-law Amendments.^[2]
- Bill 185 proposes to remove appeal rights for “upper-tier municipalities with no planning responsibilities”; these upper-tier municipalities will only be able to provide comments on applications. As a result, utility providers will have stronger tools (including appeal rights) to protect their infrastructure relative to upper-tier municipalities who are responsible for managing and building infrastructure, as well as the associated risks (e.g., financial and public safety).^[3]

Restore Appeal Rights for Privately Initiated Settlement Area Boundary Expansions

- Private-sector applications for a boundary of area of settlement (settlement area expansions) can be appealed to the Ontario Land Tribunal (OLT) provided that it

^[1] Bill 185, Schedule 1, section 1.

^[2] Bill 185, Schedule 12, section 3 (1).

^[3] The Regional Municipality of York, Report of the Commissioner of Corporate Services and Chief Planner for Regional Council on April 25, 2024 – Cutting Red Tape to Build More Homes Act, 2024 (Bill 185) – Proposed Changes to Planning Act, 1990, Municipal Act, 2001 and Provincial Planning Statement.



is not within the Greenbelt Area. Under the current *Planning Act*, an applicant cannot appeal an Official Plan Amendment or Zoning By-law Amendment application that would expand or alter an in-force settlement area boundary.^[1] It is important to note that this appeal right does not extend to settlement boundary expansions that have received a Minister's decision as part of an Official Plan and Official Plan Amendment. The Minister's decision is still final.

- Permitting appeals may result in more land being designated through OLT decisions than what was identified by municipalities in Official Plans and would potentially have the impact of undermining local growth management objectives established through an Official Plan Review.

A New “Use it or Lose it” Tool for Municipalities to Tackle Stalled Developments

- Proposed changes to the *Planning Act* include a new “use it or lose it” tool for municipalities to tackle stalled developments that have unused servicing capacity allocation (water and sewage servicing). The proposal as part of Bill 185, includes a framework for the municipality to expand the scope of lapsing provisions, including requiring approval authorities to impose a lapsing condition for all draft subdivision/condominium and site plan control approvals.^[2] Previously, this was an option for municipalities; now it is a requirement. It should be noted that municipalities can provide for lapsing provisions of previous applications, subject to notice to the owner.^[3]
- The new provisions would provide an incentive for developers/builders to move forward on an approved application. From a growth management perspective, this tool would potentially provide more certainty when determining housing and land supply potential to accommodate growth within the short term.

Create a New “Servicing Management” Tool to Facilitate Infrastructure Servicing Re-Allocation to Make More Efficient Use of Municipal Servicing Capacity

- This bill proposes to create a new municipal servicing management tool that would explicitly authorize municipalities to adopt policies by by-law (if they do not already exist) to establish how water and sewage servicing of an approved development is managed. Furthermore, it would enable municipalities to allocate and reallocate servicing capacity to other projects if the approved development has not proceeded after a specified timeline and the servicing is needed elsewhere in the service area. Should municipalities adopt such a by-law, it would not be appealable to the OLT.^[4]

^[1] Bill 185, Schedule 12, section 6 (4).

^[2] Bill 185, Schedule 12, section 10 (3) and section 12.

^[3] Bill 185, Schedule 4, section 2.

^[4] Bill 185, Schedule 12, section 14.



- Currently, the *Planning Act* already provides municipalities with the authority to enact by-laws to establish an allocation system for water and wastewater servicing for lands that are subject to a draft plan of subdivision. Bill 185 proposes to repeal this provision of the *Planning Act* and give municipalities the authority to pass by-laws to create a policy for water and servicing capacity, which may include the tracking of water and wastewater servicing capacity for approved developments and establishing criteria for the allocation to future development applications.^[1] Bill 185 proposes to replace this policy in the *Planning Act* and to add a new section 86.1 to Part III (Specific Municipal Powers) of the *Municipal Act, 2001*.^[2]
- These changes will empower municipalities to shift servicing allocation that will deliver the development of homes and employment growth opportunities faster. Furthermore, it provides more transparency on the expectations of servicing for future development applications.

Elimination of Parking Standards in Protected Major Transit Station Areas to Provide More Flexibility

- Proposed changes to the *Planning Act* will include prohibiting municipalities from setting parking minimums in Protected Major Transit Station Areas (PMTSAs). This would allow the market and developers the ability to decide the parking requirements in PMTSAs based on market needs.^[3] This could provide opportunities to increase housing yields in PMTSAs and possibly reduce development costs through potentially lower parking requirements.

A New Minister's Zoning Orders (MZO) Framework

- To provide better transparency at the provincial level, the Province has established a framework setting out how requests for zoning orders will be received and considered. The framework includes intake thresholds, submission requirements, and a process for Ministry assessment and decision-making. The intake requirements would need to demonstrate that the MZO delivers on a provincial priority that is supported by an Ontario government ministry and/or is supported by a single-tier or lower-tier municipality through a municipal council resolution or a letter from a mayor with strong mayor powers. Formal input from upper-tier municipal councils is excluded from the intake requirements. Submission requirements that should be provided with an application include a rationale on why the project requires ministerial zoning relief rather than following

^[1] Based on interpretation by McMillan LLP, Introducing Bill 185, the Cutting Red Tape to Build More Homes Act, and an Update on the New Provincial Planning Statement, April 17, 2024.

^[2] Bill 185, Schedule 9 (*Municipal Act, 2001*).

^[3] Bill 185, Schedule 12, section 2.



municipal planning processes; a description of consultation with the public and engagement with Indigenous communities; and information related to how and when servicing (water/wastewater) will be addressed.^[1]

- While the applicant is required to demonstrate that it supports provincial priorities and/or local council support, the MZO framework does not require an applicant to support the need for the application in consideration of existing urban land supply opportunities, the status of other applications within municipalities, or forecast demand for housing within an established planning horizon. Provincial priorities established in the framework are very broad and include addressing housing and economic development opportunities which would not limit many applications, if any.
- We continue to support the recommendations provided to the Province by the Association of Municipalities of Ontario to improve the MZO framework that would include MZOs being used in collaboration with municipalities and use MZOs only in situations of extraordinary urgency.^[2]

Remove the Community Infrastructure and Housing Accelerator Tool from the *Planning Act*

- The proposed changes would include removing the Community Infrastructure and Housing Accelerator (CHIA) tool (brought in under Bill 109) from the *Planning Act*.^[3] Instead of the CHIA tool, municipalities can rely on the new MZO framework that provides clarity on how MZO requests from municipalities will be received and considered going forward.
- Proposed transition rules will be provided to permit CHIA orders that have been made to date to continue functioning as municipal zoning by-laws.

Enhance and Expand Municipal Planning Data Regulation (O. Reg. 73/23) to Include 21 Additional Municipalities (50 Municipalities in Total)

- On April 6, 2023, Ontario Regulation (O. Reg.) 73/23: Municipal Planning Data Reporting (as part of Bill 109), came into effect. This regulation requires 29 municipalities in Ontario to report information on planning matters to the Ministry on a quarterly and annual basis. The 29 municipalities have already provided reporting on a quarterly basis. Under Bill 185, this would be expanded to 50 municipalities.^[4]

^[1] Province of Ontario – Zoning Order Framework, retrieved online: [Zoning order framework | ontario.ca](https://www.ontario.ca/zoning-order-framework), accessed April 19, 2024.

^[2] Association of Municipalities of Ontario, retrieved online: [Bill 185, Cutting Red Tape to Build More Homes Act, 2024 | AMO](https://www.amo.on.ca/bill-185-cutting-red-tape-to-build-more-homes-act-2024), accessed April 19, 2024.

^[3] *Planning Act*, section, 34.1.

^[4] Environmental Registry of Ontario, ERO 019-8368, Proposed Amendments to Ontario Regulation 73/23: Municipal Planning Data Reporting.



- The reporting requirements include preparing a standardized summary table that outlines key statistics on planning applications for each quarterly report (e.g., total number of submissions, decisions) and documenting changes to settlement area boundaries, Employment Area conversions, and major transit station areas (MTSAs) on an annual basis. Providing geospatial data that identifies designated serviced land supply is also required as part of the reporting. The additional 21 municipalities would be required to publish this summary on their respective municipal webpages and update the summary each quarter, beginning October 1, 2024.^[1]
- It is our opinion that this regulation change is a key step forward in setting minimum standards for municipalities in reporting land supply. This also provides an opportunity for the municipalities to build upon these provincial requirements and proactively track and monitor growth, which will better empower municipalities in making informed decisions on planning for growth.

Enhancing and Broadening the Framework for Additional Residential Units

- Under subsection 35.1 (2) of the *Planning Act*, the Minister is authorized to make regulations regarding Additional Residential Units (ARUs) by establishing requirements and standards with respect to a second or third residential unit in a detached house, semi-detached house, or rowhouse, as well as a residential unit in a building or structure ancillary to such a house.
- Bill 185 proposes to broaden provisions to allow the Minister to regulate any ARUs in an existing home (as noted above) or ancillary structure for the purposes of an ARU. If approved, the Minister will have a new regulation-making power to remove zoning barriers to accommodate ARU developments which may include maximum lot coverage and limits on the number of bedrooms allowed per lot.^[2]

2. Proposed Provincial Planning Statement, 2024

In 2023, the Province set in motion consultation on a Provincial Planning Statement (PPS, 2023) that proposes to integrate the Provincial Policy Statement, 2020 (PPS, 2020) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan) into a single document. The proposed PPS, 2023 was released for public comment in April 2023 and was introduced as part of Bill 97 – *the Helping Homebuyers, Protecting Tenants Act*. On April 10, 2024, the Province posted another draft of the PPS. Based on a review by Watson, we note that the PPS, 2024 is not significantly different than the previous PPS, 2023. There are, however, more parameters, additional guidance, and strengthening of policies related to the management of growth

^[1] Ontario Regulation 73/23 filed April 6, 2023, under *Planning Act*, R.S.O. 1990, c. P.13.

^[2] Bill 185, Schedule 12, section 9.



relative to the proposed PPS, 2023. Provided below are key highlights of the proposed PPS, 2024 with a key focus on growth management in Ontario. Some of the highlights below include policies that are proposed to be carried forward from the PPS, 2023.

A Flexible Growth Forecast Horizon

Compared to the PPS, 2020, the proposed PPS, 2024 provides a more flexible horizon for planning for growth by providing a planning horizon with a minimum of 20 years and a maximum of 30 years. Similar to the proposed PPS, 2023, “planning for infrastructure, public service facilities, strategic growth areas and employment areas may extend beyond this time horizon.”^[1] Based on our interpretation of the proposed PPS, 2024, this would suggest that municipalities are to designate land to accommodate growth over a 20- or 30-year period, with the opportunity to designate additional land beyond the 30-year time horizon for Employment Areas.

Initial Direction on Growth Forecasting

The proposed PPS, 2024 notes that “planning authorities shall base population and employment growth forecasts on Ministry of Finance (MOF) 25-year projections and may modify projections, as appropriate”^[2] (underlining added). It is our interpretation that municipalities are not required to utilize the MOF forecasts and that they are not meant to replace long-term forecasting by municipalities. It is important to note that the MOF population forecasts are provided at the Census division level only, which typically represents upper-tier municipalities, including separated municipalities (e.g., the City of Stratford and the Town of St. Marys are included with the County of Perth Census Division) and large urban single-tier municipalities. The MOF does not provide forecasts at the area municipal level.^[3] Furthermore, the most recent Summer 2023 MOF forecast provides growth estimates to the year 2046. Subsection 2.1.3 of the proposed PPS, 2024 states that urban land needs can be calculated up to 30 years. As such, current MOF forecasts would need to be extended from 2046 to 2054 to accommodate a full 30-year planning horizon. It is our interpretation that the use of the MOF forecasts is not meant to replace long-term forecasting by municipalities but the forecasts are to be used as a starting place in establishing forecasts and testing the reasonableness of alternative regional forecasts and area municipal growth allocations, a practice that Watson currently carries out.

Municipalities within the Greater Golden Horseshoe (GGH) are required to continue to use forecasts issued by the Province through Schedule 3 of the Growth Plan until more

[1] Proposed PPS, 2024, policy 2.1.3, p. 6

[2] Proposed PPS, 2024, policy 2.1.1, p. 6

[3] Census division is the general term for provincially legislated areas (such as municipality, county, region or district) or their equivalents. Census divisions are intermediate geographic areas between the province/territory level and the municipality (Census subdivision).



current forecasts are available to 2051, as informed by guidance provided by the Province.^[2] Forecasts established in Schedule 3 of the Growth Plan and the allocation of growth by lower-tier municipality are to be considered minimum growth forecasts. It is unknown at this time whether this policy of growth forecasts as minimums will be carried forward. We anticipate that future guidance documents will provide direction on this matter.

It should be noted that the proposed PPS, 2024 encourages growth management undertaken by municipalities to be coordinated with adjacent planning authorities when planning is not conducted by an upper-tier municipality.^[3] We envision the need for local municipalities, where planning is not conducted by an upper-tier municipality, to include a consultation process or technical advisory group comprising representatives of adjacent municipalities when conducting Official Plan Reviews and other related comprehensive planning studies.

Minster's Zoning Orders (MZOs) are Considered in Addition to Projected Needs

According to the proposed PPS, 2024, MZOs are to be treated as “in addition to projected needs” over the planning horizon. In planning for MZO lands, the proposed PPS, 2024 states these lands must be incorporated into the Official Plan and related infrastructure plans.^[4] Since MZO lands are not tied to an assessment of need, it is recommended that when planning for these lands the timing of their buildout is not held to a targeted minimum or maximum planning horizon. As such, it is recognized that full development of MZOs may or may not extend beyond the 30-year maximum planning horizon set out in the proposed PPS, 2024, subject to anticipated economic growth and real estate market demand within the municipality and the broader economic region over the horizon of the plan. It is our opinion that the timing of development regarding approved MZOs should be established through provincial and local phasing policies, municipal servicing plans, and reviewed through regular monitoring.

Providing for an Appropriate Range and Mix of Housing Options

Similar to the proposed PPS, 2023, under subsection 2.1.4 of the proposed PPS, 2024 planning authorities are to:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are designated and available for residential development; and

^[2] Proposed PPS, 2024, policy 2.1, p. 6; and Environmental Registry of Ontario, ERO 019-8462: Review of proposed policies for a new provincial planning policy instrument.

^[3] Proposed PPS, 2024, policy 6.2.10, p. 36.

^[4] Proposed PPS, 2024, policy 2.1.1, p. 6.



- b) maintain at all times where new development is to occur, land with servicing capacity to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved registered plans.

We recommend that where planning authorities have established minimum targets for intensification and redevelopment, these targets are considered in the assessment of proposed PPS, 2024 policy 2.1.4. a) and b).

Subsection 2.1.5 of the proposed PPS, 2024 identifies that where planning is conducted by an upper-tier municipality, the land and unit supply maintained by the lower-tier municipality shall be based on and reflect the allocation of population and units by the upper-tier municipality. This policy emphasizes the need for urban land and housing needs to be assessed at the local municipal level within two-tier planning systems.

Anticipated Guidance Documents on Growth Forecasting and Land Needs

We anticipate that the Province will release a guidance document on projecting growth and associated land requirements.^[5] On March 12, 2024, the Province re-opened a proposal on Environmental Registry Ontario (ERO) for A Proposed Approach to Update the Projection Methodology Guideline.^[6] This proposal was initially posted in June 2021 following the release of the PPS, 2020. As noted in the ERO proposal summary, the last provincial guidance document on growth projections and land needs for the entire Province was provided in 1995. The 1995 Projection Methodology has been generally used by Watson as a source of best practice for growth forecasting. Since 1995, the Province released a Land Needs Assessment Methodology for the GGH with a few updates.^[7] This document has since been used as a best practice for projecting growth and urban land needs across the GGH.

It should be noted that the Province has not yet updated the document entitled, “Proposed Approach to Implementation of the Proposed Provincial Planning Statement” which accompanied the proposed PPS, 2023 in April 2023.

^[5] The ERO 019-2346 proposal summary notes that “Guidance for projecting population and related land requirements may be updated after finalization of the proposed Provincial Planning Statement to reflect final policy direction and considering feedback received.”

^[6] Environmental Registry of Ontario, ERO 019-2346, A Proposed Approach to Update the Projection Methodology Guideline.

^[7] The last update to the methodology came into effect on August 28, 2020. The proposed PPS plans to combined both the PPS and the Growth Plan and if approved, this document would no longer be in force.



No Significant Policy Change and Approach to Planning for Affordable Housing

The proposed PPS, 2024 carries forward a similar definition of affordable housing as established in the PPS, 2020. The definition of affordable housing in the proposed PPS, 2024, however, is based on the municipality instead of the regional market area as defined in the PPS, 2020. The definition of affordable housing was notably missing in the proposed PPS, 2023. Additionally, the proposed PPS, 2024 carries forward the requirement of “establishing and implementing minimum targets for the provision of housing that is affordable to low- and moderate-income households.”^[9] The proposed PPS, 2024 does not address the issue of attainable housing, an issue that was also lacking in the PPS, 2020.

Settlement Areas Remain Focus of Growth and Development

The proposed PPS, 2024 identifies that settlement areas shall be the focus of growth and development. Within settlement areas, where applicable, growth should be focused in Strategic Growth Areas (SGAs), including Major Transit Station Areas (MTSAs), and that planning authorities shall support general intensification and redevelopment to promote the achievement of complete communities. Planning authorities are encouraged to establish and implement minimum targets for intensification and development within built-up areas, based on local conditions. Planning authorities are also encouraged to establish density targets for designated growth areas, based on local conditions. Large and fast-growing municipalities are encouraged to plan for a target of 50 residents and jobs per gross hectare in designated growth areas. Large and fast-growing municipalities are identified in Schedule 1 of the proposed PPS, 2024.

Based on our experience, all large and fast-growing municipalities are anticipated to achieve average densities in designated growth areas above 50 residents and jobs per gross hectare. Accordingly, it is recommended that this density target is considered a minimum.

Identifying New Settlement Areas and Settlement Area Boundary Expansions

According to the proposed PPS, 2024, Settlement Area Boundary Expansion (SABE) is allowed at any time and without the requirement of a Municipal Comprehensive Review or Comprehensive Review, provided that all PPS policies under subsection 2.3.4 are considered.^[10] Furthermore, the policies allow for a simplified and flexible approach for municipalities to undertake a SABE which would require a demonstrated need for urban expansion. It should be noted that the criteria in the proposed PPS, 2024 has been expanded compared to the proposed PPS, 2023. Additionally, the language has

^[9] Proposed PPS, 2024, policy 2.2.1, p. 7.

^[10] Proposed PPS, 2024, policy 2.3.4, p. 7. Under the A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019 and the PPS, 2020, SABEs were permitted only through a Municipal Comprehensive Review.



changed from “should consider” in the proposed PPS, 2023 to “shall consider” in the proposed PPS, 2024. The proposed PPS, 2024 does carry over the concept of demonstrating the need for additional land as identified in the PPS, 2020 which was not included in the proposed PPS, 2023.

While the proposed PPS, 2024 does not require a prescriptive approach to determining the need for expansion as provided in the Growth Plan or the PPS, 2020, it does require municipalities to consider infrastructure needs and the phased progression of growth. Furthermore, for new settlement areas, the proposed PPS, 2024 adds a stand-alone policy requiring municipalities to demonstrate that the infrastructure and public service facilities are planned or available for new settlement areas.^[11]

We recommend that a policy is added to subsection 2.3.2.1 of the proposed PPS 2024 that identifies where planning authorities have established minimum targets for intensification and redevelopment within built-up areas and that implementation of these targets shall be considered prior to identifying the need for new settlement areas.

Planning for Growth in Major Transit Station Areas

Under the proposed PPS, 2024, intensification policies have become less prescriptive compared to the PPS, 2020, with a focus on encouraging rather than setting out requirements. As previously noted, according to the proposed PPS, 2024, planning authorities are encouraged (rather than required) to establish minimum targets for intensification and redevelopment within their respective built-up areas. Targets for intensification are encouraged in MTSA's and all municipalities (i.e., not just large and fast-growing municipalities as identified in the proposed PPS, 2023) shall plan to meet minimum density targets.^[12] Minimum density targets for MTSA's are based on the transit service level:

- a) 200 residents and jobs combined per hectare for those that are served by subways;
- b) 160 residents and jobs combined per hectare for those that are served by light rail or bus rapid transit; or
- c) 150 residents and jobs combined per hectare for those that are served by commuter or regional rail.^[13]

[11] Proposed PPS, 2024, policy 2.3.2, p. 8.

[12] Proposed PPS, 2024, policy 2.2.3.1.4, p. 8

[13] Proposed PPS, 2024, policy 2.2.3.1.4, p. 8



Expanded Scope of Strategic Growth Areas, but No Targets on Density

The proposed PPS, 2024 carries over the concept of SGAs from the proposed PPS, 2023. The concept of SGAs was initially introduced in the Growth Plan. According to the proposed PPS, 2024, SGAs include:

major transit station areas, existing and emerging downtowns, lands adjacent to publicly assisted post-secondary institutions and other areas where growth or development will be focused, that may include infill, redevelopment (e.g., underutilized shopping malls and plazas), brownfield sites, the expansion or conversion of existing buildings, or greyfields. Lands along major roads, arterials, or other areas with existing or planned frequent transit service or higher order transit corridors may also be identified as strategic growth areas.^[14]

The proposed PPS, 2024 expands on the description of SGAs to include a greater range of site areas focused for infill and redevelopment, such as underutilized shopping malls and plazas, suggesting that SGAs may include a range of site sizes, with an expanded focus on non-residential sites. It is important to note that, unlike the proposed PPS, 2023, the proposed PPS, 2024 encourages all municipalities (i.e., not just the large and fast-growing municipalities) to focus growth and development in SGAs to achieve higher density outcomes.

Other than minimum density targets for MTSAs, minimum density targets for other SGAs have not been carried forward from the proposed PPS, 2023 and the Growth Plan. Furthermore, Urban Growth Centres, a component of SGAs set out in the proposed PPS, 2023 and the Growth Plan, have not been carried forward in the proposed PPS, 2024. Instead, the proposed PPS, 2024 provides more simplified direction to plan for downtowns as SGAs.

A Narrow Definition of Employment Area

The proposed PPS, 2024 includes an updated definition of Employment Area based on the amendment of the *Planning Act* on June 8, 2023. The *Planning Act* was amended under subsection 1 (1) to include a new definition of “area of employment.” The amendment to the *Planning Act* received Royal Assent as part of Bill 97 on June 8, 2023. The definition change in the *Planning Act* would require proclamation before it becomes in effect.

Under the new definition of Employment Area, municipalities are required to plan for, and protect, industrial uses based on a more narrowly scoped definition of Employment Area and are limited to these uses that are primarily industrial in nature or other uses associated or ancillary to the primary use. Employment Area lands and uses that do not

^[14] Proposed PPS, 2024, definitions, p. 53.



meet the definition of Employment Area should be removed from Employment Areas. Lands that do not meet the Employment Area definition would not be subject to provincial Employment Area protection policies and would allow for opportunities for residential and other non-employment uses.^[15]

In light of the definition change of Employment Area, a key concern for municipalities will be their ability to provide an urban structure that will support employment uses outside of Employment Areas, particularly non-retail commercial and institutional uses (e.g. office uses, training and education, entertainment, wholesale trade and service repair centres). Traditionally, Employment Areas have been regarded as areas protected for key targeted employment sectors, especially those in the export-based sectors.

As previously discussed, municipalities are allowed to forecast beyond a 30-year period for Employment Areas.^[16] Furthermore, it should be noted that the Provincially Significant Employment Zones identified in the Growth Plan are not proposed to be carried forward. The Province has suggested in the PPS, 2024 proposal summary that the policies in the PPS are sufficient for protection for Employment Areas.^[17]

Unlocking Residential Opportunities on Non-Residential Lands and Supporting Mixed-Uses

The proposed PPS, 2024 requires that municipalities unlock more opportunities for housing, stating that municipalities should support redevelopment of commercially designated retail lands (e.g., underutilized shopping malls and plazas) to support mixed-use residential.^[18] Furthermore, the proposed PPS, 2024 notes that Employment Areas that do not meet the definition of Employment Area, referred to as “employment outside of Employment Areas” should support a diverse mix of land uses, including residential uses.^[19] These lands generally would include office business parks, commercial and institutional lands, and employment lands that do not meet the definition of Employment Area. It is also suggested that specific industrial, manufacturing, and small-scale warehousing uses that do not require separation from sensitive land uses are to be encouraged to locate in mixed-use areas or SGAs where frequent transit service is available, outside of Employment Areas.^[20] Again, under the proposed policy framework, municipalities are anticipated to face greater long-term challenges regarding their ability to strike a balance in accommodating mixed-use development and ensuring an adequate supply of non-residential lands to support employment uses outside of

[15] Proposed PPS, 2024, definitions, p. 34.

[16] Proposed PPS, 2024, policy 2.1.3, p. 6.

[17] Environmental Registry of Ontario, ERO 019-8462, Review of Proposed Policies for a New Provincial Planning Policy Instrument, Proposal Summary, Section 2.

[18] Proposed PPS, 2024, policy 2.4.1.3, p. 9.

[19] Proposed PPS, 2024, policy 2.8.1.3, p. 13.

[20] Proposed PPS, 2024, policy 2.1.8.2, p. 11.



Employment Areas, especially with increasing market pressure to accommodate residential development.

Employment Area Conversions Referred to as Removals of Employment Areas

The proposed PPS, 2024 carries forward similar policies on conversions provided in the proposed PPS, 2023. Under the proposed PPS, 2024, municipalities are provided with greater control over Employment Area conversions (now referred to as Employment Area removals) with the ability to remove lands from Employment Areas at any time. Previously, under the PPS, 2020 and the Growth Plan, municipalities were required to review changes to designated Employment Areas during a Municipal Comprehensive Review or Comprehensive Review. Under the proposed PPS, 2024, municipalities are required to demonstrate that there is an identified need for the removal and the land is not required for Employment Area uses over the long term. Furthermore, the Employment Area removal requires consideration of the impact of the produced use on the function of the Employment Area and whether existing infrastructure and public facilities can accommodate the proposed use.^[23]

It is important to recognize that the definition change may result in already developed Employment Area lands not meeting the definition. Based on the proposed PPS, 2024 emphasis on supporting mixed uses, going forward, municipalities will need to assess whether existing Employment Areas meet the new provincial definition and identify areas that should transition into mixed-use areas. While municipalities are required to plan Employment Areas according to the new definition, existing uses that were legally established prior to the *Helping Homebuyers, Protecting Tenants Act, 2023* came into force are allowed the continuation of use, regardless of whether the use meets the definition change.^[24]

Planning for Growth in the Rural Area Directed to Rural Settlement Areas

Compared to the PPS, 2020, the proposed PPS, 2024 does not significantly change the direction of growth within rural areas. As noted in the proposed PPS, 2024, in rural areas, rural settlement areas “shall be the focus of growth and development and their vitality and regeneration shall be promoted.”^[28] A key update in the proposed PPS, 2024 includes permitting more housing on farms to support farmers, farm families, and farm workers without creating new lots (enhanced policy and criteria supporting additional units).^[29] Unlike the proposed PPS, 2023, the proposed PPS, 2024 does not carry forth policies that would have permitted lot creation in prime agricultural areas.

^[23] Proposed PPS, 2024, policy 2.8.2.4, p. 12.

^[24] *Planning Act*, Schedule 6, section 1 (2).

^[28] Proposed PPS, 2024, policy 2.5.2, p. 11.

^[29] Environmental Registry of Ontario, ERO 019-8462, Review of Proposed Policies for a New Provincial Planning Policy Instrument, Proposal Summary, section 1.



No New Direction on Planning for Rural Employment Areas

The proposed PPS, 2024 identifies that development within rural areas needs to be assessed within the rural context in terms of the scale of servicing and character.^[30] No further direction is provided with respect to development within existing or new Rural Employment Areas. Under subsection 2.2.9.5 of the Growth Plan, the Province provided a framework for Rural Employment Area expansions. The framework identified that expansion of Employment Areas outside settlement areas on rural lands that were designated for employment uses may only be permitted if necessary to support the immediate needs of existing business and if compatible with the surrounding uses.^[31] The proposed PPS, 2024 does not carry forward this policy. Based on the proposed PPS, 2024, it appears that expansion of Rural Employment Areas in the GGH is no longer subjected to the policies that prohibited the creation of new Employment Areas in the rural areas.

New Emphasis in Planning for Public Service Facilities

The proposed PPS, 2024 includes a new definition of public service facilities and requires a greater emphasis on coordination with public service providers, as well as planning for emergency management services, health care institutions, schools and post-secondary institutions.^[32] It is noted that municipalities can plan beyond a 30-year period for public service facilities.^[33]

Consideration of a Student Housing Strategy

The proposed PPS, 2024 recognizes the importance of planning for a post-secondary population, especially in municipalities with a post-secondary institution. This is the first time that provincial planning policy has acknowledged the need to consider student housing needs. The word “student” is not mentioned at all in the PPS, 2020. The proposed policies in the PPS, 2024 would require municipalities to collaborate with publicly assisted post-secondary institutions on the development of a student housing strategy that includes consideration of off-campus housing targeted to students.^[34]

^[30] Proposed PPS, 2024, policy 2.5.2, p. 10.

^[31] A Place to Grow, Growth Plan for the Greater Golden Horseshoe, Office Consolidation, policy 2.2.9.5, p. 28.

^[32] Proposed PPS, 2024, policy 3.1, p. 16.

^[33] Proposed PPS, 2024, policy 2.1.3, p. 6.

^[34] Proposed PPS, 2024, policy 6.2.6, p. 35.



3. Summary Comments on the Proposed Amendments and the PPS, 2024

Watson will be providing a submission through the ERO on these legislative changes. We will continue to monitor the progress of Bill 185 through the legislature, including any guidance documents on implementation, and will continue to keep our clients informed of any changes. If you have any questions, please do not hesitate to contact us.

Yours very truly,

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May 10, 2024

To Ministry of Municipal Affairs and Housing:

Re: Bill 185, *Cutting Red Tape to Build More Homes Act, 2024*

On behalf of our many municipal clients, we are submitting our comments related to the proposed changes to the *Development Charges Act* (D.C.A.) under Bill 185 (*Cutting Red Tape to Build More Homes Act*). These proposed changes are with respect to:

1. Repeal of the mandatory five-year phase-in of development charge (D.C.) rates;
2. Studies as an eligible capital cost for D.C.s;
3. Process for amending existing D.C. by-laws; and
4. Time limit reductions on the D.C. freeze for specific planning approvals.

1. Repeal of the mandatory five-year phase-in of D.C. rates

The *More Homes Built Faster Act* (Bill 23) required the phase-in of charges imposed in a D.C. by-law over a five-year term. D.C. by-laws passed after January 1, 2022, were required to phase-in the calculated charges as follows:

- Year 1 of the by-law – 80% of the charges could be imposed;
- Year 2 of the by-law – 85% of the charges could be imposed;
- Year 3 of the by-law – 90% of the charges could be imposed;
- Year 4 of the by-law – 95% of the charges could be imposed; and
- Years 5 to 10 of the by-law – 100% of the charges could be imposed.

Bill 185 proposes to remove the mandatory phase-in of the charges. It is proposed that this change would be effective for D.C. by-laws passed after Bill 185 comes into effect.

For site plan and zoning by-law amendment planning applications that were made prior to Bill 185 receiving Royal Assent, the charges payable will be those in place on the day the planning application was made (i.e., including any applicable mandatory phase-in).

Bill 185 also proposes to allow minor amendments to D.C. by-laws that include mandatory phase-in provisions. As provided in further detail below, these amendments would not require the preparation of a D.C. background study or statutory public process. Moreover, the amendments would not be subject to Ontario Land Tribunal (OLT) appeal. This provision for a streamlined D.C. by-law amendment process will only be available for a period of six months after Bill 185 takes effect.



Comment

We believe this to be a positive change for municipalities and the development community. The mandatory phase-in would reduce D.C. revenues by approximately 10% over a 10-year period (based on various analyses undertaken by Watson, as well as reports provided by municipalities). By removing this revenue loss municipalities will no longer have to fund this shortfall from non-D.C. sources (e.g. property taxes, water and sewer rates, etc.). Lower than required D.C. revenues for services that are required to enable the development of housing (i.e. water, wastewater, and services related to a highway) would create challenges for municipalities to provide timely infrastructure. With the removal of the mandatory phase-in, municipalities will be able to collect the funds necessary to construct the infrastructure required for development to proceed.

2. Studies as an eligible capital cost for D.C.s

Bill 23 amended the definition of capital costs (subsection 5 (3) of the D.C.A.). This amendment removed studies, including D.C. background studies, from the definition of an eligible capital cost. Bill 185 proposes to reverse this amendment by reinstating studies as an eligible capital cost. The following paragraphs are proposed to be added to subsection 5 (3) of the D.C.A.:

5. *Costs to undertake studies in connection with any of the matters referred to in paragraphs 1 to 4.*
6. *Costs of the development charge background study required under section 10.*

The proposed amendment will allow municipalities to fund the costs of studies, consistent with by-laws passed prior to Bill 23 amendments. This will allow for the funding of master plans for D.C. eligible services, D.C. background studies, and similar studies that inform the capital costs of the D.C. background study.

Comment

We believe this to be a positive change as well. Growth-related studies such as master plans and other planning-related studies are integral to the growth management and infrastructure planning framework of municipalities. These documents identify how the municipality intends to grow, the infrastructure required to provide desired service levels to support growth/development, and also provides the detailed costing required for municipalities to plan for growth in a financially sustainable way. These studies also add to the defensibility of D.C. background studies and reinstating the D.C. funding eligibility for these studies follows the principle that growth should pay for growth.



3. Process for amending existing D.C. by-laws

Section 19 of the D.C.A. requires that a municipality must follow sections 10 through 18 of the D.C.A. (with necessary modifications) when amending a D.C. by-law. These sections generally require the following:

- Completion of a D.C. background study, including the requirement to post the background study 60 days prior to passage of the D.C. by-law;
- Passage of a D.C. by-law within one year of the completion of the D.C. background study;
- A public meeting, including notice requirements; and
- The ability to appeal the by-law to the OLT.

As noted above, Bill 185 proposes to allow municipalities to undertake minor amendments to D.C. by-laws for the following purposes without adherence to the requirements noted above¹:

1. To repeal a provision of the D.C. by-law specifying the date the by-law expires or to amend the provision to extend the expiry date (subject to the 10-year by-law term limitations provided in the D.C.A.);
2. To impose D.C.s to include the costs of studies, including the D.C. background study; and
3. To remove the provisions related to the mandatory phase-in of D.C.s as discussed in section 1 of this letter.

Minor amendments related to items 2 and 3 noted above may be undertaken only if the D.C. by-law being amended was passed after November 28, 2022, and before Bill 185 takes effect. Moreover, the amending by-law must be passed within six months of Bill 185 taking effect.

Notice of by-law passage requirements for these minor amending by-laws are similar to the notice requirements in the D.C.A., with the exception of the requirement to identify the last day for appealing the by-law (as these provisions do not apply).

Comment

The ability to make minor amendments to D.C. by-laws to align with the legislative changes without onerous administrative requirements and further process delays will assist municipalities in aligning policies with the amended legislation quickly.

We would note, however, that minor amendments are not permitted for reducing the rate freeze from 2 years to 18 months to align with the amended legislation. This may

¹ Notice of by-law passage for these streamlined amendments would still be required.



impose administrative burdens on municipalities to undertake amendments to reflect the shorter periods, depending on the structure of their D.C. by-laws.

Additionally, these minor amendments may only be undertaken if the D.C. by-law is passed prior to Bill 185 coming into force. There are a number of municipalities that have released D.C. background studies but will not be able to pass a by-law until after Bill 185 comes into force. This poses a timing issue for these municipalities, as they will either have to file D.C. addendum reports prior to adoption to include the costs of studies or have to undertake a full D.C. amendment process to do so after just having passed a new D.C. by-law.

Recommendations

1. It is recommended that the Province add a clause to allow for minor amendments related to the timeline reduction for the rate freeze for site plan and zoning by-law amendment planning applications; and
2. It is recommended that the Province include a transitional clause to allow municipalities that have released a D.C. background study prior to Bill 185 coming into force, and that will allow municipalities to pass a by-law after the Bill comes into force to undertake minor amendments for the inclusion of the costs of studies. This can be achieved by allowing for minor amendments for by-laws that have passed within two or three months after the Bill takes effect (rather than before the Bill takes effect).

4. Time limit reductions on the D.C. freeze for specific of planning approvals

Bill 108, *More Homes, More Choices Act, 2019*, which received Royal Assent on June 6, 2019, provided several changes to the D.C.A. including the requirement to freeze the D.C.s imposed on certain developments. This applied to developments that received site plan and/or a zoning by-law amendment approval within 2 years of the date a D.C. is payable (e.g. building permit issuance). The D.C. rate for these developments is “frozen” at the rates that were in effect at the time the site plan and/or a zoning by-law amendment application was submitted. Once the planning application is approved by the municipality, if the date the D.C. is payable^[1] is more than two years from the approval date, the D.C. rate freeze would no longer apply.

Bill 185 proposes to reduce the two-year timeframe from planning approval to the date the D.C. is payable to 18 months. Bill 185 also proposes to move this requirement from

^[1] In the case of Rental Housing and Institutional development, once the application is approved by the municipality, if the date the first building permit is issued is more than two years after the date of approval, the D.C. rate freeze would no longer apply.



O. Reg. 82/98 to the D.C.A. Transition provisions are included in the Bill that require the two-year D.C. “freeze” for these planning approvals to remain in effect if approved prior to Bill 185 receiving Royal Assent.

Comment

Overall, this proposed change is positive. The reduction in the D.C. rate freeze timeline helps to incentive timely development with continued D.C. predictability for developers.

As noted above, the streamlined process for minor D.C. by-law amendments does not appear to include amendment to meet this legislative change.

Recommendations

1. It is recommended that the Province add a clause to allow for minor amendments related to the timeline reduction for the rate freeze of site plan and zoning by-law amendment planning applications.

We appreciate the opportunity to provide comments related to the proposed changes on behalf of our municipal clients.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

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May 10, 2024

Provincial Planning Policy Branch
7 Bay Street, 13th Floor
Toronto Ontario
M7A 2J3

Re: ERO 019-8369: Proposed Planning Act, City of Toronto Act, 2006, and Municipal Act, 2001 Changes (Schedules 4, 9, and 12 of Bill 185 - the proposed Bill 185, Cutting Red Tape to Build More Homes Act, 2024)

On behalf of our many municipal clients, we are submitting our comments related to the proposed changes to the *Municipal Act* and *Planning Act* as proposed by Bill 185 (*Cutting Red Tape to Build More Homes Act*).

1. Introduction

Watson & Associates Economists Ltd. is one of Canada's leading economic consulting firms, comprising municipal economists, planners, accountants, and support staff. The firm has been in operation since 1982. Our work has involved many aspects of municipal finance and economics, including assisting municipalities across the Province with development charges (D.C.) studies, community benefits charges (C.B.C.) studies, parkland dedication studies, fiscal impact assessments, full cost user fee pricing models, demographic forecasts, growth management studies, and more. Watson is a leader in the D.C. and growth management fields.

2. Overview Commentary

The Province has introduced Bill 185 with the following objective: “...*reduce red tape which is a significant barrier to productivity, economic development, as well as domestic and international growth*”. The Province's intention is to build on previous actions and housing related initiatives to remove administrative barriers with a variety of initiatives intended to grow a stronger economy, keep costs down, save time, and improve service delivery for businesses and people across the province. These initiatives include “*attracting investment and creating new jobs by making it faster and easier for municipalities to provide incentives to attract game changing global investment.*”

To implement these initiatives, Bill 185 introduces changes to the *Municipal Act*, along with nine other statutes including the *Planning Act*.

The following sections summarize our analysis and comments on the following areas:



- Assistance Provided under s.106 of the *Municipal Act*;
- Minister's Zoning Orders (MZO); and
- The removal of planning responsibilities for upper-tier municipalities.

3. *Municipal Act* Analysis and Comments

Section 106 of the *Municipal Act* provides rules with respect to bonusing. The proposed amendments to s.106 are in response to the stated goal of attracting “*game changing global investment*”. These proposed changes allow the Lieutenant Governor in Council to make regulations to authorize municipalities to provide assistance to a specified manufacturing business or other industrial/commercial enterprise, setting out the types of assistance that may be provided, and restrictions and conditions that must be met before providing assistance.

The following analysis and comments are provided with the intent of ensuring the long-term financial sustainability of municipalities, consistent with the land use planning system objectives of the Provincial Policy Statement (PPS).

1. Requirement to Provide Assistance

The new s.106.1 of the *Municipal Act* states that “...the Lieutenant Governor in Council may make regulations authorizing a municipality to grant assistance, directly or indirectly, to a specified manufacturing business or other industrial or commercial enterprise during a specified period, and governing the granting of the assistance, including...setting out the types of assistance that may be granted”. (*Underlining for emphasis*)

As discussed further in commentary below, a municipality may not find it advantageous to provide the assistance they are authorized to provide. Our interpretation of s. 106.1 is that municipalities would have discretion over whether they would provide the assistance they have been authorized to give and are not required to do so.

2. Conditions to be Met Before Providing Assistance

The new s.106.1 of the *Municipal Act* would allow for regulations to include “...*conditions that must be met before the assistance may be granted*”.

The types of “*game changing global investment*” that the Province has referred to could often require significant changes to municipal land use planning policies, including urban boundary expansions, municipal boundary adjustments, and infrastructure planning. Ontario's planning policy regime requires development planning to ensure the financial well-being of municipalities is maintained over the long-term. In accordance with the PPS, municipal official plan policies would normally require a number of land use planning studies to be undertaken, including a fiscal impact analysis to demonstrate that development (including the requirement for infrastructure and public service



facilities) is financially viable, and will not negatively impact the municipality's financial position.

Many smaller municipalities in Ontario may not have the appropriate organizational structure in place to manage significant industrial developments through the development approvals, construction, and operations stages. These developments could place additional stress on municipal planning and building, engineering and infrastructure, and administrative staff.

Consideration should be given to:

- Requiring a financial impact analysis be undertaken that demonstrates the proposed development and municipal assistance are financially viable over the long term. This analysis should measure the fiscal impacts of the proposed development on the municipality's financial position (e.g. tax rates and utility rates), inclusive of operating costs, capital costs, and municipal staff resourcing;
- Allowing municipal Council to determine if and when regulatory "conditions" are satisfied and the level of assistance to be provided;
- Availability of financial support from the Province to undertake the above analysis; and
- Availability of financial support from the Province if municipalities are mandated by the Province to provide assistance and the municipal analysis demonstrates such assistance would negatively impact their fiscal position.

3. Eligible Entities that may Receive Assistance

Section 106.1 defines the types of entities that could receive assistance as "a specified manufacturing business or other industrial or commercial enterprise". This could potentially include housing development corporations which are commercial enterprises. It should be noted that providing certain types of assistance to these types of corporations (such as waiving D.C.s) would appear to be in contrast to the other changes made through Bill 185 (i.e. removing the mandatory phase-in of new D.C. by-laws). The negative financial impact of the mandatory phase-in of D.C.s was widely communicated to the Province by municipalities across Ontario. The broad application of these powers would provide for an inequitable application of recovery of the costs of development across housing providers. Moreover, if the Province can mandate municipalities to provide assistance, this would replace the autonomy of municipal Council to make such determinations and exclusively govern their financial matters. This reinforces our comments above, that if there is assistance to be provided that would have a negative financial impact on the local municipality, financial support from the Province should be considered.



4. *Planning Act* Analysis and Comments

1. Minister's Zoning Orders

We are encouraged by the new MZO framework which provides better transparency in reviewing MZO applications. However, the MZO framework should be enhanced to include more focus on demonstrating the “need” for the use within the context of housing supply and demand within the municipality, as well as consideration of local growth management policies.

As part of a municipality's Official Plan Review, considerable resources and extensive public engagement are carried out to ensure that future growth is comprehensively assessed, and that urban and rural development is directed to appropriate locations. Based on the current framework, MZOs can be requested and approved without regard to local policies, the need for the application, or the municipality's ability to accommodate the development.

We are also concerned about the application of MZOs, as identified in the proposed Provincial Planning Statement, 2024 (PPS, 2024). According to the proposed PPS, 2024, MZOs are to be treated as “in addition to projected needs” over the planning horizon. In our opinion, it is not appropriate to increase the pace of development associated with an MZO application without linking the application to a specific regional or local economic driver. It is recommended that when planning for MZO lands, the timing of their buildout is not held to a targeted minimum or maximum planning horizon as set out in the proposed PPS, 2024. Rather, the timing of development should be subject to an assessment of anticipated economic growth and real estate market demand within the municipality and the broader economic region over the horizon of the plan. Furthermore, it is our opinion that the Province should require the timing of development regarding approved MZOs be established through provincial and local phasing policies, municipal servicing plans, school board accommodation plans, and reviewed through regular monitoring.

The proposed MZO framework is designed to increase urban land supply and expedite the development of more housing. In the absence of a land needs assessment and economic analysis to support an MZO application, however, there is a risk that population and housing growth within a given municipality will be overstated within the horizon of the Official Plan. This has the potential to undermine local planning policies and create financial risks for municipalities due to having to emplace and fund municipal infrastructure for additional lands that are not sequenced in the municipality's growth and financial plans.

2. Upper-Tier Municipalities Without Planning Responsibilities

We are encouraged by the focus on empowering local municipalities in planning for growth. We are however concerned about the role that some of Ontario's largest



upper-tier municipalities will have by being classified as “upper-tier municipalities without planning responsibilities.” These municipalities provide a broad vision and planning direction with respect to the long-term management of urban, rural, and natural systems. Moreover, upper-tier municipal planning authorities plays a critical role in the coordination, phasing, and delivery of water, wastewater, and transportation infrastructure, and other municipal services. This can be observed in Metro Vancouver, BC, where Metro Vancouver provides water and wastewater services to 21 municipalities, one electoral area, and one treaty First Nation. Metro Vancouver does not review and comment on planning applications. As such, development approvals by local municipalities necessitate capital investments into water and wastewater infrastructure that may not have been incorporated into the financial plan which places increased pressure on water and wastewater infrastructure requirements and creates funding challenges.

While Bill 185 aims to streamline the land use planning process across the affected municipalities, it has the potential to create challenges with respect to the coordination of regional growth management objectives among municipalities and stakeholders, while adding to the technical and administrative efforts of both lower-tier and upper-tier municipalities, as well as the Province. Furthermore, Bill 185 would remove critical planning resources and knowledge at the upper-tier level that are required when addressing matters that cross technical disciplines and municipal jurisdictions. This would potentially result in disjointed efforts and outcomes with respect to local planning approvals and regional municipal service delivery.

As part of this Bill, we would suggest that the Province consider providing more clarity around the role of the upper-tier municipalities without planning responsibilities, including acknowledging the benefits of having a more engaged upper-tier municipality in growth management, especially as it relates to the provision of infrastructure.

We appreciate the opportunity to provide comments related to the proposed changes on behalf of our municipal clients.

Yours very truly,

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October 23, 2023

To Our Municipal Clients:

Re: Assessment of Bill 134, *Affordable Homes and Good Jobs Act, 2023*

On behalf of our many municipal clients, we are writing to inform you of the Ontario Legislature's proposed changes to the *Development Charges Act* (D.C.A.) and the *Planning Act*, under Bill 134 (*Affordable Homes and Good Jobs Act*). These proposed changes are with respect to the definition of an "affordable residential unit" for the purpose of exempting such developments from the payment of development charges (D.C.), community benefits charges (C.B.C.) and parkland dedication. The following comments will be included in our formal response to the Province, which we also intend to present to the Standing Committee on Heritage, Infrastructure and Cultural Policy (Standing Committee) on November 15/16, 2023.

1. Introduction

The exemptions for affordable residential units were included in the *More Homes Built Faster Act* (Bill 23), enacted by the Province on November 28, 2022. Under this legislation, affordable residential units were defined within subsection 4.1 of the D.C.A. and exemptions for D.C., C.B.C. and parkland dedication were provided in respect of this definition. While the legislation was enacted in November 2022, the ability for municipalities to implement the exemptions required the Minister of Municipal Affairs and Housing to publish an "Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin." This bulletin would inform average market rent and purchase price to be used in determining which developments qualify as affordable residential units. At the time of writing, this bulletin had not been published by the Minister.

The proposed legislation was posted to the Environmental Registry of Ontario on September 28, 2023 (ERO 019-7669). The 30-day comment period closes on October 28, 2023. Bill 134 has received Second Reading in the legislature (October 4, 2023) and has been ordered referred to the Standing Committee.

2. Proposed Amendments to the D.C.A.

The definition proposed under Bill 134 modifies the affordable residential unit definition by:

- introducing an income-based test for affordable rent and purchase price; and
- increasing the threshold for the market test of affordable rent and purchase price.



The proposed amendment would provide the exemption based on the lesser of the two measures. Moreover, the rules in subsection 4.1 of the D.C.A. are unchanged with respect to:

- the tenant and purchaser transacting the affordable unit being at arm’s length;
- the intent of maintaining the affordable residential unit definition for a 25-year period, requiring an agreement with the municipality (which may be registered on title); and
- exemptions for attainable residential units and associated rules (requiring further regulations).

The following table provides a comparison of the current definitions within the D.C.A. and those being proposed in Bill 134 (underlining added for emphasis).

Item	D.C.A. Definition	Bill 134 Definition
Affordable residential unit rented (subsection 4.1 (2), para. 1)	The rent is no greater than <u>80 per cent of the average market rent</u> , as determined in accordance with subsection (5).	The rent is no greater than <u>the lesser of</u> , i. the <u>income-based affordable rent</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (5), and ii. the <u>average market rent</u> identified for the residential unit set out in the Affordable Residential Units bulletin.
Average market rent/rent based on income (subsection 4.1 (5)) for the purposes of subsection 4.1 (2), para. 1	the <u>average market rent for the year in which the residential unit is occupied by a tenant</u> , as identified in the bulletin entitled the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin.”	The Minister of Municipal Affairs and Housing shall, (a) determine the <u>income of a household</u> that, in the Minister’s opinion, is <u>at the 60th percentile of gross annual incomes for renter households in the applicable local municipality</u> ; and (b) identify the <u>rent</u> that, in the Minister’s opinion, is <u>equal to 30 per cent of the income of the household</u> referred to in clause (a).



Item	D.C.A. Definition	Bill 134 Definition
Affordable residential unit ownership (subsection 4.1 (3), para. 1)	The price of the residential unit is no greater than <u>80 per cent of the average purchase price</u> , as determined in accordance with subsection (6).	The price of the residential unit is no greater than <u>the lesser of</u> , i. the <u>income-based affordable purchase price</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (6), and ii. <u>90 per cent of the average purchase price</u> identified for the residential unit set out in the Affordable Residential Units bulletin.
Average market purchase price/purchase price based on income (subsection 4.1 (6)) for the purposes of subsection 4.1 (3), para. 1	the <u>average purchase price for the year in which the residential unit is sold</u> , as identified in the bulletin entitled the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin,” as it is amended from time to time, that is published by the Minister of Municipal Affairs and Housing on a website of the Government of Ontario.	the Minister of Municipal Affairs and Housing shall, (a) determine the <u>income of a household</u> that, in the Minister’s opinion, is at the <u>60th percentile of gross annual incomes for households in the applicable local municipality</u> ; and (b) identify the <u>purchase price</u> that, in the Minister’s opinion, <u>would result in annual accommodation costs equal to 30 per cent of the income of the household</u> referred to in clause (a)

3. Illustration of the Proposed Amendment

The proposed definition of an affordable residential unit is generally consistent with the 2020 Provincial Policy Statement (P.P.S.) and considers both income-based and market-price approaches to derive an affordable housing definition for both rental and ownership housing units. This is in contrast to the current D.C.A. definition implemented through Bill 23, which is solely based on the market-price approach.



The following provides an illustrative example of the two approaches and how the application of the affordable residential unit definitions would differ for rental and ownership housing. This example uses 2022 data for the Kingston regional market area. Note, this example is meant to be illustrative and uses data from the P.P.S. Housing Tables. The source of data to be used by the Province for the Affordable Residential Units bulletin, and the level of data disaggregation (by geography and unit type) has not yet been specified.

We have also provided, in an appendix, the P.P.S. Housing Tables for 2022 that may be of assistance to you in undertaking a similar analysis. The information in the appendix includes household income data for all households and renter households, as well as average resale house prices and rents.

3.1 Rental Housing Example

Applying the proposed affordable residential unit definition under Bill 134 for the Kingston regional market area:

- The average annual household income for renter households in the 60th percentile in 2022 was \$68,900.
- 30% of this annual household income is \$20,670 or \$1,720 per month.
- The average market rent is \$1,390 per month.
- 80% of the average market rent is \$1,120 per month.
- Under the proposed definition, affordable residential units with a rental rate of \$1,390 per month or less would be exempt from D.C.s. This rental threshold is 25% (or \$278/month) higher than the current D.C.A. definition, which would establish this rental threshold at \$1,112 per month.

Proposed Bill 134 D.C.A. Definition (October 2023)

Lesser of a) or b) of the following

a) the income-based affordable rent based on 60 th percentile average household income \$68,900.	\$1,720 (1)
b) average market rent identified for the residential unit.	\$1,390 (2)
Affordable Rental Unit (max. rent)	\$1,390

Current D.C.A. Definition (More Homes Built Faster Act)

Where rent is no more than 80% of the average market rent	\$1,112 (2)
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Affordable Rental Unit (max. rent)	\$1,112
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Notes:

(1) Provincial Policy Statement Housing Table - Table 3: Renter Household Incomes and Affordable Rents, 2022

(2) Provincial Policy Statement Housing Table - Table 4. Average Rent by Bedroom Count



3.2 Ownership Housing Example

Applying the proposed affordable residential unit definition under Bill 134 for the Kingston regional market area:

- The average annual household income for all households in the 60th percentile in 2022 was \$108,300.
- Annual accommodation costs equal to 30% of this annual household income (\$108,300 x 0.3 /12 = \$2,708) represent the carrying cost per month derived from typical monthly mortgage costs, property taxes, and mortgage insurance costs.^[1] This calculation equates to a purchase price of \$372,500.
- 90% of the average purchase price is \$523,500 (based on an average resale house price of \$581,700).
- 80% of the average purchase price is \$465,360.
- Under the proposed definition, affordable residential units purchased at \$372,500 or less would be exempt from D.C.s. This purchase price threshold is approximately 20% (or \$92,860) lower than under the current D.C.A. definition, which would establish the purchase price at \$465,360.

Proposed Bill 134 D.C.A. Definition (October 2023)

Lesser of a) or b) of the following

a) the income-based affordable purchase price based on 60 th income percentile household income of \$108,300.	\$372,500 (1)
b) 90% of the average purchase price.	\$523,500 (2)
Affordable Ownership Unit (max. purchase price)	\$372,500

Current D.C.A. Definition (More Homes Built Faster Act)

Where the price of the unit is no more than 80% of the average purchase price.	\$465,360 (2)
Affordable Ownership Unit (max. purchase price)	\$465,360

Notes:

(1) Provincial Policy Statement Housing Table - Table 1: All Households Incomes and Affordable House Prices, 2022

(2) Provincial Policy Statement Housing Table - Table 2: Average Resale House Price and 10% Below Average Resale Price, 2022

4. Comments on the Proposed Amendment

In comparison to the current D.C.A. definition of affordable residential units, the following observations are provided:

^[1] Mortgage payments based on a 25-year mortgage at 4.79% interest rate and 5% down payment. Estimated monthly property taxes = 0.125% of house value. Canada Mortgage and Housing Corporation mortgage loan insurance premium = 4.0% of loan amount. It is not yet clear if/to what extent these align with “accommodation costs” to be considered for the purposes of the income-based test proposed in Bill 134.



- The refined definition of affordable residential units presented in Bill 134 aligns with the income-based approach utilized in the 2020 P.P.S. This, in contrast to the current market-based approach, better aligns with how a number of municipalities define affordable developments in their housing strategies. However, as provided in our comments on Bill 23, while it is an admirable goal to create additional affordable housing units, further D.C., C.B.C., and parkland exemptions will continue to provide further financial burdens on municipalities to fund these exemptions.
- Based on the P.P.S. Housing Tables provided in the appendix:
 - The rent at which a residential unit would be considered affordable is higher under the Bill 134 proposal, compared to the current D.C.A. definition. This would imply that more rental units would receive the exemption relative to the wording provided in Bill 23, providing a greater incentive for affordable rental units.
 - Based on the information contained in this data source, the income test appears to be irrelevant for rental units, as market rent is consistently lower than the affordable rent (based on 60th percentile average household income) across all regional market areas.
 - Conversely, the affordability threshold for ownership housing units, exhibited in this data source, would generally appear to be lower when applying the income-based approach. As a result, Bill 134 is anticipated to incentivize purpose-built rental units over ownership housing.
 - Moreover, this would appear to provide exemptions for ownership affordable residential units that are more aligned with household income than market value.
 - It should also be noted that, based on the provincial average in the data tables, average market purchase prices are approximately double the affordable purchase prices. Based on this observation, only very small residential units, such as studio-type condominium units, may be priced at a point where they would qualify for the affordable residential units exemption. This would mean that establishing affordability using averages across all unit types may not help address the problem of “missing middle”^[1] housing, which would typically be geared towards families.

[1] The “missing middle” describes a range of medium-density housing types between single-detached houses and apartment buildings. This includes a range of multi-unit or clustered housing types compatible in scale with single-family homes that help meet the growing demand for walkable urban living, such as duplexes, triplexes, fourplexes, rowhouses, and townhouses. Source: [https://www.evergreen.ca/downloads/pdfs/2018/What is the Missing Middle Evergreen CUI s2.pdf](https://www.evergreen.ca/downloads/pdfs/2018/What%20is%20the%20Missing%20Middle%20Evergreen%20CUI%20s2.pdf)



- The proposed definition considers local income in addition to market prices. While the definition clearly identifies that annual incomes for households within the “applicable local municipality” will be used in the income-based test, the local municipality does not appear in the average market rent/purchase price definition. Concerns about the geographic scope of the bulletin and potential implications across local municipalities due to variations in income levels still remain.
- The income level is set at the 60th percentile of gross annual income in the applicable local municipality, distinguishing between renter households and all other households. The basis for determination of gross annual income is not provided in the legislation and will be informed by the Minister’s bulletin.
- For affordable households, the rent would be established at 30% of income, and purchase price at accommodation costs equal to 30% of income. A definition of accommodation costs is not provided in the legislation and will be informed by the Minister’s bulletin. The basis for calculating accommodation costs is unclear, and carrying costs need to reflect representative costs of home ownership, including typical mortgage costs, property taxes, and property insurance, as well as condominium fees, where applicable.
- The basis for market rents and purchase prices will be required. Many municipalities utilize Canada Mortgage and Housing Corporation data for establishing average market rents in affordable housing strategies. As noted earlier, it is unclear from the legislation how the average market rents and purchase prices will be determined.
- As currently written, the legislation is unclear if market rent and purchase price will be determined using overall averages or averages disaggregated by dwelling unit type or size. Establishing average rents and purchase prices using overall averages across all dwelling unit types will provide higher average values than those established by dwelling unit type and size, which would have greater exemption implications for municipalities with a larger amount of high-density development. As noted earlier, this approach would also tend to favour smaller condominium units, which would more likely meet the affordability threshold, in contrast to larger family sized units, which would likely not qualify for D.C. exemptions.
- Subsections 4.1 (5) and (6) of the D.C.A. currently identify the market rent/purchase price in the year the unit is occupied/sold as identified in the bulletin. This would appear to indicate an annual publication of the bulletin. The proposed definition of the “affordable residential units bulletin” does not imply an annual publication. The timing for publishing the bulletin should be clarified.
- The market test proposed in the definition is increased from 80% of average market rent/purchase price under the D.C.A. currently, to average market rent and 90% of the average market purchase price.



- The D.C.A. defines “rental housing development” for the purposes of the mandatory instalment payments in section 26.1 of the D.C.A. and the discounts for rental housing development in section 26.2. Affordable residential rental units within subsection 4.1 (2) are not specifically defined as rental housing development and, therefore, it does not appear that there is a requirement for those units to be in a building or structure with four or more units.
- The introduction of the income test for affordable residential units will increase municipal administration costs of agreements and the requirement to ensure these units remain affordable over a 25-year period. These administrative burdens will be cumbersome and will need to be monitored and coordinated by both upper-tier and lower-tier municipalities. Further clarification is required with respect to:
 - The parties to the agreement (e.g., developer vs. builder vs. owner);
 - The Minister of Municipal Affairs and Housing establishing standard forms of agreement, as provided under subsection 4.1 (12); and
 - Reporting requirements and onus (i.e., should the municipality reach out to the parties of each agreement or should the parties to the agreement be required to report to the municipality?).

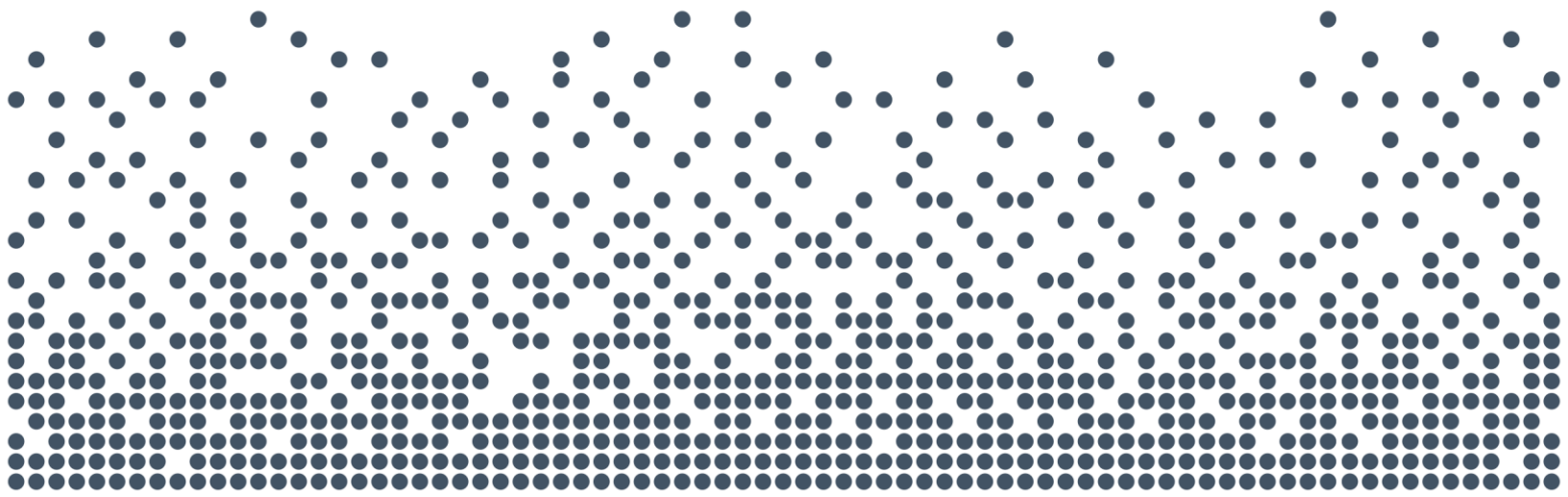
As summarized above, there are several concerns and areas of clarification that Watson will be advancing in our submission through the Environmental Registry of Ontario. Watson will also be seeking an opportunity to speak as a delegation to the Standing Committee to provide our concerns on behalf of our municipal clients.

We will continue to monitor the progress of Bill 134 through the legislature and will continue to keep our clients informed of any changes. If you have any questions, please do not hesitate to contact us.

Yours very truly,

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Appendix

Provincial Policy Statement – Housing Table

Table 1: All Households Incomes and Affordable House Prices, 2022

Regional Market Area	10th Income Percentile	10th Percentile Affordable House Price	20th Income Percentile	20th Percentile Affordable House Price	30th Income Percentile	30th Percentile Affordable House Price	40th Income Percentile	40th Percentile Affordable House Price	50th Income Percentile	50th Percentile Affordable House Price	60th Income Percentile	60th Percentile Affordable House Price	70th Income Percentile	70th Percentile Affordable House Price	80th Income Percentile	80th Percentile Affordable House Price	90th Income Percentile	90th Percentile Affordable House Price
Ontario	\$31,200	\$107,200	\$49,100	\$168,800	\$65,400	\$225,000	\$82,300	\$283,200	\$100,500	\$345,900	\$120,400	\$414,300	\$145,800	\$501,700	\$179,000	\$615,800	\$236,400	\$813,400
City of Toronto	\$26,300	\$90,500	\$42,400	\$146,000	\$58,800	\$202,200	\$75,100	\$258,500	\$92,800	\$319,300	\$112,700	\$387,700	\$138,100	\$475,100	\$176,800	\$608,200	\$247,500	\$851,400
Central	\$36,700	\$126,200	\$56,100	\$193,100	\$74,600	\$256,600	\$92,800	\$319,300	\$112,700	\$387,700	\$134,800	\$463,700	\$160,200	\$551,200	\$196,600	\$676,600	\$254,100	\$874,300
Regional Municipality of Durham	\$40,700	\$139,900	\$61,400	\$211,300	\$80,100	\$275,600	\$99,400	\$342,100	\$118,200	\$406,700	\$140,300	\$482,700	\$165,700	\$570,200	\$198,900	\$684,200	\$251,900	\$866,600
Regional Municipality of Halton	\$42,400	\$146,000	\$66,300	\$228,100	\$87,800	\$302,200	\$110,500	\$380,100	\$133,700	\$459,900	\$160,200	\$551,200	\$192,200	\$661,400	\$234,200	\$805,800	\$309,300	\$1,064,300
City of Hamilton	\$29,600	\$101,900	\$46,000	\$156,100	\$61,400	\$211,300	\$77,300	\$266,100	\$93,900	\$323,100	\$113,800	\$391,500	\$137,000	\$471,300	\$160,000	\$581,600	\$221,000	\$760,200
District Municipality of Muskoka	\$29,400	\$101,100	\$46,400	\$159,600	\$61,000	\$209,800	\$75,100	\$258,500	\$91,700	\$315,500	\$108,300	\$372,500	\$129,300	\$444,700	\$159,100	\$547,400	\$209,900	\$722,200
Regional Municipality of Niagara	\$30,000	\$103,400	\$45,100	\$155,100	\$58,300	\$200,700	\$72,400	\$249,000	\$92,500	\$302,200	\$105,000	\$361,100	\$124,800	\$429,500	\$152,500	\$524,600	\$198,900	\$684,200
Regional Municipality of Peel	\$40,200	\$138,400	\$61,900	\$212,900	\$81,200	\$279,400	\$99,400	\$342,100	\$118,200	\$406,700	\$139,200	\$478,900	\$164,600	\$566,400	\$196,600	\$676,600	\$251,900	\$866,600
County of Simcoe	\$35,100	\$120,900	\$52,600	\$180,900	\$69,400	\$238,700	\$85,600	\$294,600	\$102,700	\$353,500	\$121,500	\$418,100	\$143,600	\$494,100	\$173,400	\$596,800	\$223,200	\$767,800
Regional Municipality of York	\$38,000	\$130,800	\$59,700	\$205,300	\$80,600	\$277,500	\$100,500	\$345,900	\$123,700	\$425,700	\$149,100	\$513,100	\$179,000	\$615,800	\$218,700	\$752,600	\$282,800	\$973,100
Eastern	\$31,400	\$108,000	\$49,100	\$168,800	\$65,400	\$225,000	\$81,800	\$281,300	\$99,400	\$342,100	\$118,200	\$406,700	\$142,500	\$490,300	\$174,600	\$600,600	\$227,600	\$783,000
City of Cornwall	\$27,000	\$92,700	\$40,700	\$139,900	\$55,000	\$182,500	\$66,700	\$229,600	\$80,600	\$277,500	\$97,200	\$334,500	\$116,000	\$399,100	\$141,400	\$486,500	\$183,400	\$631,000
County of Hastings	\$28,900	\$99,600	\$43,300	\$148,000	\$55,700	\$191,600	\$68,900	\$237,200	\$82,900	\$285,100	\$99,400	\$342,100	\$118,200	\$406,700	\$142,500	\$490,300	\$183,400	\$631,000
Kawartha Lakes Division	\$29,600	\$101,900	\$45,500	\$156,600	\$60,100	\$206,800	\$74,000	\$254,700	\$90,600	\$311,700	\$107,200	\$368,700	\$129,300	\$444,700	\$154,700	\$532,200	\$203,300	\$699,400
Haliburton County	\$27,800	\$95,800	\$41,500	\$142,900	\$54,400	\$187,000	\$66,700	\$229,600	\$81,200	\$279,400	\$97,200	\$334,500	\$116,000	\$399,100	\$140,300	\$482,700	\$182,200	\$661,400
City of Kawartha Lakes + Haliburton	\$29,200	\$100,300	\$44,600	\$153,600	\$58,800	\$202,200	\$72,900	\$260,900	\$87,800	\$302,200	\$105,000	\$361,100	\$125,900	\$433,300	\$152,500	\$524,600	\$201,100	\$691,800
City of Kingston	\$28,700	\$98,800	\$45,100	\$155,100	\$59,200	\$203,700	\$74,000	\$254,700	\$88,500	\$307,900	\$108,300	\$372,500	\$130,400	\$448,500	\$160,200	\$551,200	\$209,900	\$722,200
County of Lanark	\$32,500	\$111,800	\$49,900	\$171,800	\$65,400	\$225,000	\$80,100	\$275,600	\$97,200	\$334,500	\$114,900	\$395,300	\$135,900	\$467,500	\$163,500	\$562,600	\$212,100	\$729,800
UC of Leeds and Grenville	\$30,500	\$104,900	\$46,000	\$158,100	\$60,100	\$206,800	\$75,100	\$258,500	\$90,600	\$311,700	\$107,200	\$368,700	\$128,200	\$440,900	\$155,800	\$536,000	\$201,100	\$691,800
County of Lennox and Addington	\$32,300	\$111,000	\$48,600	\$161,200	\$64,500	\$222,000	\$79,000	\$271,800	\$93,900	\$323,100	\$110,500	\$380,100	\$129,300	\$444,700	\$158,000	\$543,600	\$214,400	\$669,000
Prince Edward Division	\$32,000	\$110,200	\$46,800	\$161,200	\$60,500	\$208,300	\$74,600	\$256,600	\$90,600	\$311,700	\$107,200	\$368,700	\$127,000	\$437,100	\$156,900	\$539,800	\$212,100	\$729,800
County of Lennox + Addington + Prince Edward Division	\$32,000	\$110,200	\$47,700	\$164,200	\$62,800	\$215,900	\$77,300	\$266,100	\$92,800	\$319,300	\$109,400	\$376,300	\$128,200	\$440,900	\$156,900	\$539,800	\$210,100	\$691,800
County of Northumberland	\$32,900	\$113,300	\$48,600	\$167,200	\$63,200	\$217,400	\$77,300	\$266,100	\$92,800	\$319,300	\$110,500	\$380,100	\$131,500	\$452,300	\$160,200	\$551,200	\$207,700	\$714,600
City of Ottawa	\$35,100	\$120,900	\$56,100	\$193,100	\$75,100	\$258,500	\$93,900	\$323,100	\$112,700	\$387,700	\$134,800	\$463,700	\$162,400	\$538,700	\$198,900	\$684,200	\$258,500	\$889,500
City of Peterborough	\$29,400	\$101,100	\$44,200	\$152,000	\$58,300	\$200,700	\$72,400	\$249,000	\$87,300	\$300,300	\$105,000	\$361,100	\$125,900	\$433,300	\$154,700	\$532,200	\$203,300	\$699,400
UC of Prescott and Russell	\$33,100	\$114,000	\$51,300	\$176,400	\$69,800	\$240,200	\$87,300	\$300,300	\$105,000	\$342,100	\$124,800	\$429,500	\$146,900	\$505,500	\$175,700	\$604,400	\$218,700	\$752,600
County of Renfrew	\$29,400	\$101,100	\$44,600	\$153,600	\$59,700	\$205,300	\$74,000	\$254,700	\$89,500	\$307,900	\$105,000	\$361,100	\$125,900	\$433,300	\$151,400	\$520,700	\$192,200	\$661,400
Southwestern	\$31,400	\$108,000	\$47,700	\$164,200	\$62,300	\$214,400	\$77,900	\$268,000	\$93,900	\$323,100	\$112,700	\$387,700	\$134,800	\$463,700	\$164,600	\$566,400	\$214,300	\$737,400
City of Brantford	\$31,200	\$107,200	\$47,700	\$164,200	\$62,300	\$214,400	\$77,900	\$268,000	\$93,900	\$323,100	\$112,700	\$387,700	\$133,700	\$459,900	\$161,300	\$555,000	\$205,500	\$707,000
County of Bruce	\$31,600	\$108,700	\$48,200	\$165,700	\$62,800	\$215,900	\$79,000	\$271,800	\$96,100	\$330,700	\$116,000	\$399,100	\$143,600	\$494,100	\$176,800	\$608,200	\$240,800	\$828,600
Municipality of Chatham-Kent	\$28,300	\$97,300	\$41,100	\$141,400	\$53,000	\$182,500	\$65,000	\$223,500	\$79,500	\$273,700	\$95,000	\$326,900	\$114,900	\$395,300	\$139,200	\$478,900	\$183,400	\$641,000
County of Dufferin	\$38,900	\$133,800	\$61,000	\$209,800	\$82,300	\$283,200	\$100,500	\$345,900	\$119,300	\$410,500	\$141,400	\$486,500	\$164,600	\$566,400	\$196,600	\$676,600	\$245,300	\$833,800
County of Grey	\$28,700	\$98,800	\$43,300	\$149,000	\$56,600	\$194,600	\$70,700	\$243,300	\$86,200	\$296,500	\$103,800	\$357,300	\$124,800	\$429,500	\$153,600	\$528,400	\$205,500	\$707,000
County of Huron	\$29,400	\$101,100	\$44,200	\$152,000	\$57,400	\$197,700	\$72,400	\$249,000	\$86,700	\$298,400	\$102,700	\$353,500	\$123,700	\$437,100	\$151,400	\$520,700	\$198,900	\$684,200
County of Lambton	\$30,900	\$106,400	\$46,400	\$159,600	\$61,000	\$209,800	\$76,200	\$262,300	\$91,700	\$315,500	\$109,400	\$376,300	\$132,600	\$456,100	\$162,400	\$558,800	\$214,300	\$737,400
City of London	\$28,900	\$99,600	\$44,200	\$152,000	\$58,300	\$200,700	\$72,400	\$249,000	\$87,800	\$302,200	\$105,000	\$361,100	\$127,000	\$437,100	\$155,800	\$536,000	\$205,500	\$707,000
County of Norfolk	\$32,000	\$110,200	\$48,600	\$167,200	\$63,200	\$217,400	\$78,400	\$269,900	\$95,000	\$326,900	\$111,600	\$383,900	\$132,600	\$456,100	\$158,000	\$543,600	\$201,100	\$691,800
County of Oxford	\$33,800	\$115,600	\$50,800	\$174,900	\$65,000	\$223,500	\$79,500	\$273,700	\$98,100	\$330,700	\$112,700	\$387,700	\$132,600	\$456,100	\$159,100	\$547,400	\$203,300	\$699,400
City of St. Thomas	\$31,800	\$109,500	\$47,300	\$162,700	\$61,400	\$211,300	\$76,200	\$262,300	\$91,700	\$315,500	\$107,200	\$368,700	\$127,000	\$437,100	\$152,500	\$524,600	\$192,200	\$661,400
City of Stratford	\$32,500	\$111,800	\$48,600	\$167,200	\$62,300	\$214,400	\$77,300	\$266,100	\$82,800	\$319,300	\$110,500	\$380,100	\$130,400	\$448,500	\$156,900	\$539,800	\$201,100	\$691,800
Regional Municipality of Waterloo	\$34,000	\$117,100	\$51,700	\$177,900	\$68,100	\$234,100	\$84,500	\$290,800	\$101,600	\$349,700	\$121,500	\$418,100	\$144,700	\$497,900	\$175,700	\$604,400	\$227,600	\$783,000
County of Wellington	\$35,400	\$121,600	\$54,400	\$187,000	\$71,300	\$245,200	\$88,400	\$304,100	\$107,200	\$368,700	\$128,200	\$440,900	\$151,400	\$520,700	\$183,400	\$631,000	\$238,600	\$821,000
City of Windsor	\$30,500	\$104,900	\$46,400	\$159,600	\$60,100	\$206,800	\$74,600	\$256,600	\$90,600	\$311,700	\$108,300	\$372,500	\$130,400	\$448,500	\$162,400	\$558,800	\$212,100	\$729,800
Northeastern	\$27,400	\$94,300	\$41,500	\$142,900	\$54,400	\$187,000	\$68,500	\$235,700	\$84,500	\$290,800	\$102,700	\$353,500	\$124,800	\$429,500	\$153,600	\$528,400	\$198,900	\$684,200
Algoma District	\$26,500	\$91,200	\$38,400	\$132,300	\$50,400	\$173,300	\$62,800	\$215,900	\$77,300	\$266,100	\$95,000	\$326,900	\$116,000	\$399,100	\$142,500	\$490,300	\$185,600	\$638,600
Algoma DSSAB	\$26,100	\$89,700	\$36,700	\$126,200	\$47,700	\$164,200	\$58,800	\$202,200	\$72,400	\$249,000	\$89,500	\$307,900	\$109,400	\$376,300	\$135,900	\$467,500	\$176,800	\$608,200
Cochrane DSSAB	\$27,200	\$93,500	\$41,500	\$142,900	\$55,200	\$190,100	\$70,700	\$243,300	\$86,700	\$298,400	\$107,200	\$368,700	\$130,400	\$448,500	\$162,400	\$558,800	\$205,500	\$707,000
City of Greater Sudbury	\$29,800	\$102,600	\$46,000	\$158,100	\$61,000	\$209,800	\$75,700	\$260,400	\$92,800	\$319,300	\$112,700</							

Table 2: 10% Below Average Resale Price, 2022

Regional Market Area	Average Resale Price 2022	10% Below Average Resale Price 2022
Ontario	\$813,000	\$731,700
City of Toronto	\$1,146,500	\$1,031,800
Central	\$1,030,100	\$927,100
Regional Municipality of Durham	\$893,000	\$803,700
Regional Municipality of Halton	\$1,206,300	\$1,085,700
City of Hamilton	\$805,100	\$724,600
District Municipality of Muskoka	\$920,800	\$828,700
Regional Municipality of Niagara	\$667,700	\$601,000
Regional Municipality of Peel	\$1,052,500	\$947,300
County of Simcoe	\$791,500	\$712,300
Regional Municipality of York	\$1,271,000	\$1,143,900
Eastern	\$536,800	\$483,100
City of Cornwall	\$384,400	\$345,900
County of Hastings	\$495,000	\$445,500
City of Kawartha Lakes	\$671,100	\$604,000
City of Kingston	\$581,700	\$523,500
County of Lanark	\$520,300	\$468,200
UC of Leeds and Grenville	\$470,000	\$423,000
County of Lennox and Addington	\$638,700	\$574,800
County of Northumberland	\$673,300	\$606,000
City of Ottawa	\$670,900	\$603,800
City of Peterborough	\$675,200	\$607,700
UC of Prescott and Russell	\$462,400	\$416,200
County of Renfrew	\$399,600	\$359,700
Southwestern	\$650,900	\$585,800
City of Brantford	\$672,400	\$605,200
County of Bruce	\$589,500	\$530,500
Municipality of Chatham-Kent	\$410,900	\$369,800
County of Dufferin	\$923,900	\$831,500
County of Grey	\$712,200	\$641,000
County of Huron	\$569,700	\$512,700
County of Lambton	\$527,000	\$474,300
City of London	\$621,600	\$559,400
County of Norfolk	\$626,900	\$564,200
County of Oxford	\$639,000	\$575,100
City of St. Thomas	\$558,400	\$502,600
City of Stratford	\$609,000	\$548,100
Regional Municipality of Waterloo	\$754,800	\$679,300
County of Wellington	\$830,400	\$747,400
City of Windsor	\$523,400	\$471,000
Northeastern	\$375,800	\$338,200
Algoma DSAB	\$256,700	\$231,000
Cochrane DSSAB	\$254,400	\$229,000
City of Greater Sudbury	\$414,600	\$373,100
Manitoulin-Sudbury DSSAB	\$332,800	\$299,500
Nipissing DSSAB	\$393,800	\$354,400
Parry Sound DSSAB	\$692,300	\$623,100
Sault Ste. Marie DSSAB	\$312,600	\$281,300
Timiskaming DSSAB	\$246,300	\$221,700
Northwestern	\$322,500	\$290,300
Kenora DSSAB	\$356,400	\$320,800
Rainy River DSSAB	\$247,800	\$223,000
Thunder Bay DSSAB	\$320,400	\$288,300

Source: Real Property Solutions House Price Index

Note: The average resale price may be influenced, particularly in smaller areas, by the number and type of house resales.

Contact: Stewart Houghton | Community and Supportive Housing Division | Housing.Research@ontario.ca

Provincial Policy Statement – Housing Table

Table 3: Renter Household Incomes and Affordable Rents, 2022

Regional Market Area	10th Income Percentile	10th Percentile Affordable Rent	20th Income Percentile	20th Percentile Affordable Rent	30th Income Percentile	30th Percentile Affordable Rent	40th Income Percentile	40th Percentile Affordable Rent	50th Income Percentile	50th Percentile Affordable Rent	60th Income Percentile	60th Percentile Affordable Rent	70th Income Percentile	70th Percentile Affordable Rent	80th Income Percentile	80th Percentile Affordable Rent	90th Income Percentile	90th Percentile Affordable Rent
Ontario	\$23,000	\$570	\$30,700	\$770	\$41,500	\$1,040	\$52,600	\$1,310	\$64,500	\$1,610	\$77,900	\$1,950	\$93,900	\$2,350	\$113,800	\$2,840	\$149,100	\$3,730
City of Toronto	\$22,500	\$560	\$31,400	\$780	\$43,700	\$1,090	\$56,600	\$1,410	\$69,800	\$1,750	\$84,500	\$2,110	\$101,600	\$2,540	\$123,700	\$3,090	\$163,500	\$4,090
Central	\$24,500	\$610	\$33,400	\$830	\$44,600	\$1,120	\$56,100	\$1,400	\$68,500	\$1,710	\$82,300	\$2,060	\$98,300	\$2,460	\$120,400	\$3,010	\$155,800	\$3,890
Regional Municipality of Durham	\$25,000	\$620	\$34,000	\$850	\$45,100	\$1,130	\$55,700	\$1,390	\$68,100	\$1,700	\$81,800	\$2,040	\$97,200	\$2,430	\$118,200	\$2,960	\$152,500	\$3,810
Regional Municipality of Halton	\$25,600	\$640	\$38,000	\$950	\$51,300	\$1,280	\$65,000	\$1,620	\$79,500	\$1,990	\$95,000	\$2,380	\$114,900	\$2,870	\$140,300	\$3,510	\$187,800	\$4,700
City of Hamilton	\$20,800	\$520	\$28,900	\$720	\$38,900	\$970	\$47,700	\$1,190	\$57,900	\$1,450	\$69,800	\$1,750	\$83,400	\$2,090	\$100,500	\$2,510	\$129,300	\$3,230
District Municipality of Muskoka	\$21,400	\$540	\$27,600	\$690	\$35,400	\$880	\$45,500	\$1,140	\$53,900	\$1,350	\$65,400	\$1,640	\$77,900	\$1,950	\$93,900	\$2,350	\$124,800	\$3,120
Regional Municipality of Niagara	\$21,700	\$540	\$28,300	\$710	\$36,700	\$920	\$44,600	\$1,120	\$53,900	\$1,350	\$64,500	\$1,640	\$77,900	\$1,920	\$95,000	\$2,380	\$122,600	\$3,070
Regional Municipality of Peel	\$25,200	\$630	\$38,400	\$960	\$52,100	\$1,300	\$65,000	\$1,620	\$78,400	\$1,960	\$92,800	\$2,320	\$109,400	\$2,730	\$130,400	\$3,260	\$166,800	\$4,170
County of Simcoe	\$25,000	\$620	\$32,900	\$820	\$43,700	\$1,090	\$53,900	\$1,350	\$65,800	\$1,650	\$79,000	\$1,970	\$93,900	\$2,350	\$113,800	\$2,840	\$146,900	\$3,670
Regional Municipality of York	\$24,500	\$610	\$35,400	\$880	\$47,700	\$1,190	\$61,400	\$1,540	\$75,700	\$1,890	\$90,600	\$2,260	\$109,400	\$2,730	\$133,700	\$3,340	\$176,800	\$4,420
Eastern	\$22,800	\$570	\$30,300	\$760	\$40,700	\$1,020	\$50,800	\$1,270	\$62,300	\$1,580	\$75,100	\$1,880	\$90,600	\$2,260	\$109,400	\$2,730	\$141,400	\$3,540
City of Cornwall	\$21,400	\$540	\$26,700	\$670	\$32,500	\$810	\$41,100	\$1,030	\$49,500	\$1,240	\$58,800	\$1,470	\$71,300	\$1,780	\$86,700	\$2,170	\$111,600	\$2,790
County of Hastings	\$22,500	\$560	\$28,100	\$700	\$35,400	\$880	\$44,600	\$1,120	\$53,000	\$1,330	\$63,200	\$1,580	\$76,800	\$1,920	\$92,800	\$2,320	\$118,200	\$2,960
Kawartha Lakes Division	\$19,400	\$490	\$26,100	\$650	\$31,800	\$800	\$41,100	\$1,030	\$49,900	\$1,250	\$61,900	\$1,550	\$74,600	\$1,860	\$95,000	\$2,380	\$124,800	\$3,120
Haliburton County	\$20,100	\$500	\$27,000	\$670	\$32,300	\$810	\$40,700	\$1,020	\$48,200	\$1,200	\$58,300	\$1,460	\$74,000	\$1,850	\$93,900	\$2,350	\$119,300	\$2,980
City of Kawartha Lakes + Haliburton	\$19,400	\$490	\$26,100	\$650	\$31,800	\$800	\$41,100	\$1,030	\$49,500	\$1,240	\$61,400	\$1,540	\$74,600	\$1,860	\$93,900	\$2,350	\$122,600	\$3,070
City of Kingston	\$21,000	\$520	\$29,200	\$730	\$38,400	\$960	\$47,300	\$1,180	\$57,400	\$1,440	\$68,900	\$1,720	\$82,900	\$2,070	\$100,500	\$2,510	\$132,600	\$3,310
County of Lanark	\$21,200	\$530	\$27,800	\$700	\$37,100	\$930	\$45,500	\$1,140	\$54,400	\$1,360	\$65,000	\$1,620	\$75,700	\$1,890	\$93,900	\$2,350	\$122,600	\$3,070
UC of Leeds and Grenville	\$21,700	\$540	\$27,400	\$680	\$35,100	\$880	\$42,900	\$1,070	\$51,300	\$1,280	\$61,900	\$1,550	\$75,700	\$1,890	\$90,600	\$2,260	\$116,000	\$2,900
County of Lennox and Addington	\$22,500	\$560	\$28,500	\$710	\$35,100	\$880	\$45,100	\$1,130	\$55,700	\$1,390	\$65,800	\$1,650	\$79,000	\$1,970	\$100,500	\$2,510	\$123,700	\$3,090
Prince Edward Division	\$24,100	\$600	\$28,900	\$720	\$38,000	\$950	\$46,400	\$1,160	\$57,400	\$1,440	\$66,300	\$1,660	\$77,900	\$1,950	\$98,300	\$2,460	\$127,000	\$3,180
County of Lennox & Addington + Prince Edward Division	\$23,000	\$570	\$28,700	\$720	\$36,200	\$910	\$46,000	\$1,150	\$56,600	\$1,410	\$66,300	\$1,660	\$77,900	\$1,960	\$100,500	\$2,510	\$125,900	\$3,150
County of Northumberland	\$23,200	\$580	\$28,900	\$720	\$37,600	\$940	\$45,500	\$1,140	\$54,800	\$1,370	\$66,300	\$1,660	\$81,200	\$2,030	\$98,300	\$2,460	\$125,900	\$3,150
City of Ottawa	\$23,600	\$590	\$34,200	\$860	\$46,000	\$1,150	\$58,300	\$1,460	\$70,700	\$1,770	\$85,100	\$2,130	\$100,500	\$2,510	\$121,500	\$3,040	\$156,900	\$3,920
City of Peterborough	\$21,700	\$540	\$27,800	\$700	\$35,400	\$880	\$43,700	\$1,090	\$53,000	\$1,330	\$63,600	\$1,590	\$76,200	\$1,910	\$91,700	\$2,290	\$117,100	\$2,930
UC of Prescott and Russell	\$23,200	\$580	\$28,100	\$700	\$35,800	\$890	\$44,200	\$1,100	\$53,000	\$1,300	\$66,300	\$1,660	\$80,100	\$2,000	\$97,200	\$2,430	\$124,800	\$3,120
County of Renfrew	\$21,000	\$520	\$27,400	\$680	\$37,100	\$930	\$46,800	\$1,170	\$57,900	\$1,450	\$71,300	\$1,780	\$85,100	\$2,130	\$101,600	\$2,540	\$129,300	\$3,230
Southwestern	\$22,100	\$550	\$29,800	\$750	\$39,300	\$980	\$48,600	\$1,220	\$58,300	\$1,460	\$69,400	\$1,730	\$83,400	\$2,090	\$100,500	\$2,510	\$129,300	\$3,230
City of Brantford	\$23,200	\$580	\$29,800	\$750	\$38,900	\$970	\$47,700	\$1,190	\$57,400	\$1,440	\$69,400	\$1,730	\$82,300	\$2,060	\$101,600	\$2,540	\$129,300	\$3,230
County of Bruce	\$21,900	\$550	\$27,400	\$680	\$35,800	\$890	\$44,200	\$1,100	\$53,500	\$1,340	\$63,200	\$1,580	\$78,400	\$1,960	\$98,300	\$2,460	\$134,800	\$3,370
Municipality of Chatham-Kent	\$19,400	\$490	\$27,000	\$670	\$33,600	\$840	\$41,500	\$1,040	\$49,500	\$1,240	\$58,300	\$1,460	\$70,300	\$1,760	\$85,100	\$2,130	\$108,300	\$2,710
County of Dufferin	\$25,000	\$620	\$31,800	\$800	\$40,200	\$1,010	\$51,300	\$1,280	\$63,600	\$1,590	\$82,800	\$1,960	\$113,800	\$2,320	\$113,800	\$2,840	\$145,800	\$3,650
County of Grey	\$18,800	\$470	\$26,300	\$660	\$32,300	\$810	\$40,700	\$1,020	\$49,100	\$1,230	\$58,300	\$1,460	\$71,300	\$1,780	\$87,800	\$2,200	\$116,000	\$2,900
County of Huron	\$20,500	\$510	\$26,700	\$670	\$34,200	\$860	\$43,300	\$1,080	\$52,100	\$1,300	\$61,900	\$1,550	\$75,100	\$1,880	\$92,800	\$2,320	\$125,900	\$3,150
County of Lambton	\$20,100	\$500	\$27,800	\$700	\$35,100	\$880	\$43,700	\$1,090	\$53,900	\$1,350	\$64,100	\$1,600	\$76,800	\$1,920	\$93,900	\$2,350	\$123,700	\$3,090
City of London	\$20,800	\$520	\$29,400	\$730	\$38,400	\$960	\$47,700	\$1,190	\$57,000	\$1,430	\$67,600	\$1,690	\$80,600	\$2,020	\$97,200	\$2,430	\$122,600	\$3,070
County of Norfolk	\$21,400	\$540	\$27,800	\$700	\$35,800	\$890	\$44,200	\$1,100	\$54,400	\$1,360	\$64,500	\$1,610	\$80,100	\$2,000	\$100,500	\$2,510	\$134,800	\$3,370
County of Oxford	\$24,500	\$610	\$30,700	\$770	\$40,700	\$1,020	\$50,800	\$1,510	\$72,400	\$1,810	\$85,100	\$2,130	\$102,700	\$2,570	\$128,200	\$3,040	\$156,900	\$3,920
City of St. Thomas	\$23,200	\$580	\$28,300	\$710	\$35,400	\$880	\$43,700	\$1,090	\$52,100	\$1,300	\$62,300	\$1,560	\$74,600	\$1,860	\$90,600	\$2,260	\$113,800	\$2,840
City of Stratford	\$24,100	\$600	\$31,400	\$780	\$40,700	\$1,020	\$49,100	\$1,230	\$57,900	\$1,450	\$68,900	\$1,720	\$82,900	\$2,070	\$101,600	\$2,540	\$129,300	\$3,230
Regional Municipality of Waterloo	\$24,500	\$610	\$34,000	\$850	\$45,100	\$1,130	\$55,200	\$1,380	\$66,300	\$1,660	\$78,400	\$1,960	\$92,800	\$2,320	\$111,600	\$2,790	\$142,500	\$3,560
County of Wellington	\$24,700	\$620	\$33,400	\$830	\$44,200	\$1,100	\$55,200	\$1,100	\$55,200	\$1,380	\$65,800	\$1,650	\$78,400	\$1,960	\$92,800	\$2,320	\$110,500	\$2,760
City of Windsor	\$19,700	\$490	\$27,600	\$690	\$36,200	\$910	\$44,600	\$1,120	\$53,500	\$1,340	\$63,200	\$1,580	\$75,700	\$1,890	\$92,800	\$2,320	\$120,400	\$3,010
Northeastern	\$19,700	\$490	\$26,500	\$660	\$32,900	\$820	\$41,500	\$1,040	\$49,900	\$1,250	\$60,100	\$1,500	\$72,900	\$1,820	\$88,400	\$2,210	\$117,100	\$2,930
Algonia District	\$18,300	\$460	\$25,900	\$650	\$30,700	\$770	\$38,000	\$950	\$45,500	\$1,140	\$53,900	\$1,350	\$65,000	\$1,620	\$80,100	\$2,000	\$105,000	\$2,620
Algonia DSSAB	\$18,300	\$460	\$25,400	\$640	\$28,900	\$720	\$35,400	\$880	\$42,900	\$1,070	\$50,800	\$1,270	\$61,000	\$1,520	\$75,100	\$1,880	\$92,800	\$2,510
Cochrane DSSAB	\$19,000	\$480	\$26,500	\$660	\$31,400	\$780	\$40,200	\$1,010	\$48,600	\$1,220	\$59,200	\$1,480	\$75,100	\$1,880	\$92,800	\$2,320	\$121,500	\$3,040
City of Greater Sudbury	\$21,400	\$540	\$28,700	\$720	\$37,600	\$940	\$46,000	\$1,150	\$55,700	\$1,390	\$66,700	\$1,670	\$79,000	\$1,970	\$97,200	\$2,430	\$123,700	\$3,090
Manitoulin District	\$23,600	\$590	\$26,300	\$660	\$32,700	\$820	\$42,900	\$1,070	\$52,100	\$1,300	\$65,000	\$1,620	\$76,200	\$1,910	\$90,600	\$2,260	\$112,700	\$2,820
Sudbury District	\$17,700	\$440	\$25,400	\$640	\$29,200	\$730	\$39,300	\$980	\$49,900	\$1,250	\$59,700	\$1,490	\$71,800	\$1,800	\$92,800	\$2,320	\$119,300	\$2,980
Manitoulin - Sudbury DSSAB	\$18,300	\$460	\$25,900	\$650	\$30,500	\$760	\$40,700	\$1,020	\$50,800	\$1,270	\$60,500	\$1,510	\$73,500	\$1,840	\$90,600	\$2,260	\$116,000	\$2,900
Nipissing DSSAB	\$20,800	\$520	\$26,700	\$670	\$32,900	\$820	\$41,100	\$1,030	\$48,600	\$1,220	\$57,900	\$1,450	\$69,400	\$1,730	\$84,500	\$2,110	\$108,300	\$2,710
Parry Sound DSSAB	\$19,900	\$500	\$26,100	\$650	\$30,900	\$770	\$38,900	\$970	\$48,200	\$1,200	\$58,300	\$1,430	\$68,900	\$1,720	\$84,500	\$2,110	\$112,700	\$2,820
City of Sault Ste. Marie	\$18,600	\$460	\$26,100															

Average Apartment Rents, Ontario, 2022

Table 4. Average Rent by Bedroom Count

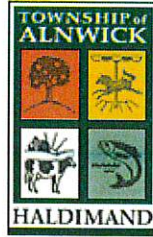
Regional Market Area	Bachelor Rent	1 Bedroom Rent	2 Bedroom Rent	3 Bedroom Rent	4+ Bedroom Rent	Total Bedroom Rent
Ontario	\$1,179	\$1,350	\$1,555	\$1,835	\$2,549	\$1,470
City of Toronto	\$1,316	\$1,537	\$1,811	\$2,083	\$2,633	\$1,673
Central	\$1,297	\$1,514	\$1,754	\$2,014	\$2,425	\$1,644
Regional Municipality of Durham	\$1,074	\$1,284	\$1,460	\$1,662	**	\$1,425
Regional Municipality of Halton	\$1,145	\$1,510	\$1,784	\$1,910	**	\$1,696
City of Hamilton	\$919	\$1,142	\$1,334	\$1,486	**	\$1,238
District Municipality of Muskoka	\$814	\$965	\$1,203	\$1,281	**	\$1,143
Regional Municipality of Niagara	\$858	\$1,071	\$1,260	\$1,389	**	\$1,199
Regional Municipality of Peel	\$1,148	\$1,484	\$1,666	\$1,849	\$1,768	\$1,601
County of Simcoe	\$985	\$1,226	\$1,430	\$1,572	**	\$1,338
Regional Municipality of York	\$1,048	\$1,383	\$1,539	\$1,881	**	\$1,489
Eastern	\$1,078	\$1,273	\$1,485	\$1,694	\$2,773	\$1,381
City of Cornwall	\$780	\$825	\$1,003	\$1,035	**	\$941
County of Hastings	\$913	\$1,109	\$1,295	\$1,579	**	\$1,245
City of Kawartha Lakes	\$777	\$1,070	\$1,292	\$1,294	**	\$1,169
Haliburton County	**	**	**	**	**	**
City of Kawartha Lakes + Haliburton County	\$777	\$1,070	\$1,292	\$1,294	**	\$1,169
City of Kingston	\$975	\$1,211	\$1,472	\$1,624	**	\$1,390
County of Lanark	**	\$900	\$1,119	**	**	\$982
UC of Leeds and Grenville	\$767	\$912	\$1,141	\$1,161	**	\$1,066
County of Lennox and Addington	**	\$913	\$989	**	**	\$955
Prince Edward Division	**	\$1,024	\$1,124	**	**	\$1,089
County of Lennox & Addington + Prince Edward Division	**	\$943	\$1,042	**	**	\$1,002
County of Northumberland	**	\$1,231	\$1,650	\$1,756	**	\$1,544
City of Ottawa	\$1,122	\$1,348	\$1,633	\$1,865	**	\$1,462
City of Peterborough	\$873	\$1,090	\$1,339	\$1,517	**	\$1,244
UC of Prescott and Russell	\$501	\$680	\$1,131	**	**	\$1,014
County of Renfrew	\$508	\$879	\$1,066	**	**	\$1,028
Southwestern	\$888	\$1,132	\$1,354	\$1,472	**	\$1,261
City of Brantford	\$885	\$1,165	\$1,259	\$1,326	**	\$1,233
County of Bruce	**	\$1,054	\$1,409	\$1,488	**	\$1,324
Municipality of Chatham-Kent	\$867	\$954	\$1,088	\$1,058	**	\$1,036
County of Dufferin	**	\$1,269	\$1,455	\$1,588	**	\$1,372
County of Grey	\$742	\$931	\$1,069	\$1,145	**	\$1,019
County of Huron	**	\$787	\$948	**	**	\$877
County of Lambton	\$873	\$1,011	\$1,221	\$1,554	**	\$1,142
City of London	\$863	\$1,127	\$1,400	\$1,617	**	\$1,291
County of Norfolk	\$610	\$882	\$1,021	**	**	\$979
County of Oxford	\$886	\$1,161	\$1,384	\$1,468	**	\$1,311
City of St. Thomas	\$790	\$1,042	\$1,292	**	**	\$1,208
City of Stratford	\$743	\$1,257	\$1,350	\$1,434	**	\$1,310
Regional Municipality of Waterloo	\$1,075	\$1,245	\$1,469	\$1,631	**	\$1,398
County of Wellington	\$989	\$1,324	\$1,490	\$1,504	**	\$1,424
City of Windsor	\$791	\$1,010	\$1,174	\$1,316	**	\$1,065
Northeastern	\$751	\$914	\$1,151	\$1,281	**	\$1,064
Algoma District	\$741	\$880	\$1,009	\$964	**	\$958
Algoma DSSAB	\$741	\$880	\$1,009	\$964	**	\$958
Cochrane DSSAB	\$570	\$944	\$1,062	\$1,120	**	\$1,004
City of Greater Sudbury	\$796	\$930	\$1,254	\$1,472	**	\$1,135
Manitoulin District	**	**	**	**	**	**
Sudbury District	**	**	**	**	**	**
Manitoulin - Sudbury DSSAB	**	**	**	**	**	**
Nipissing DSSAB	\$674	\$905	\$1,116	\$1,311	**	\$1,040
Parry Sound DSSAB	**	**	**	**	**	**
City of Sault Ste. Marie	\$746	\$917	\$1,087	\$1,005	**	\$1,015
Timiskaming DSSAB	**	**	**	**	**	**
Northwestern	\$751	\$956	\$1,168	\$1,446	**	\$1,084
Kenora DSSAB	**	\$836	\$1,008	**	**	\$911
Rainy River DSSAB	**	**	**	**	**	**
Thunder Bay DSSAB	\$757	\$964	\$1,175	\$1,457	**	\$1,094

Source: CMHC, Rental Market Survey, October 2022

** Data suppressed to protect confidentiality, not statistically reliable or not available

Contact: Stewart Houghton | Community and Supportive Housing Division | Housing.Research@ontario.ca

10836 County Rd 2
P.O. Box 70
Grafton ON, K0K 2G0
www.ahtwp.ca



Telephone: 905-349-2822
Fax: 905.349.3259
Email: clerks@ahtwp.ca

April 30, 2024

Association of Municipalities of Ontario (AMO)
155 University Avenue, Suite 800
Toronto, ON M5H 3B7
amo@amo.on.ca

Dear Sir/Madam:

**RE: Motion to Call on Province for Funding of Housing, Shelters,
and other Social Services**

At its meeting of March 12, 2024, the Council of the Township of Alnwick/Haldimand considered correspondence received from the Northumberland Inter-Municipal Task Force on Housing and Homelessness, regarding calling on the Province for an increase in funding for housing, shelters and other social services and passed the following resolution:

RES:240312-014

Moved by Councillor Mary Catherine O'Neill, seconded by Deputy Mayor Joan Stover;

The Council of the Corporation of the Township of Alnwick/Haldimand enacts as follows:

That the correspondence from the Housing and Homelessness Task Force be received; and

That the Corporation of the Township of Alnwick/Haldimand support the motion as amended to delete and replace "municipalities of Northumberland County" with "Township of Alnwick/Haldimand"; and

That the resolution be circulated to all member municipalities of Northumberland County as well.

CARRIED.

Please find attached the correspondence from the Northumberland Inter-Municipal Task Force on Housing and Homelessness, as amended by the above noted resolution.

Should you require additional information, please do not hesitate to contact me.

Kind regards,

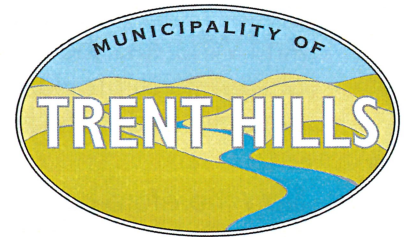


Emily Cartlidge, AOMC, Dipl. MA, MLIS
Municipal Clerk

Cc: Hon. Doug Ford, Premier of Ontario
Hon. Paul Calandra, Minister for Municipal Affairs and Housing
Hon. David Piccini, MPP, Northumberland – Peterborough South
All Ontario Municipalities

April 25, 2024

Honourable Doug Ford
Premier's Office
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
doug.fordco@pc.ola.org



Come for a visit. Stay for a lifestyle.

Re: Northumberland Inter-Municipal Task Force on Housing and Homelessness motion re: Funding Social Services

At its meeting of April 25, 2024, Council considered the update brought forward by Councillor Rob Pope re: Northumberland Inter-Municipal Task Force on Housing and Homelessness motion re: Funding Social Service and passed the following motion:

Motion No. THC-240425-21

Moved by Councillor Rob Pope
Seconded by Councillor Daniel Giddings

Whereas Ontario is experiencing a housing crisis, with housing costs far exceeding affordable levels by any standard including in Northumberland County;

And Whereas the prevalence of homelessness is quickly increasing beyond the capacity of local governments to create new emergency, transitional, or affordable housing;

And Whereas homelessness is a condition that can largely be prevented with adequate resources, but that nonetheless puts an increasing number of residents at risk of considerable harm or death;

And Whereas insufficient housing and social services fail not only to provide for those experiencing homelessness, but also cause significant economic costs to lower and upper tier municipalities as well as to the province in the form of higher policing, first responder, healthcare, and economic development costs, among others;

And Whereas insufficient housing and social services fail not only to provide for those experiencing homelessness, but also cause significant social costs in communities that experience social estrangement, insecurity, and fear associated with increased crime and visible drug use, all of which causes considerable social and political unrest;

And Whereas the Province of Ontario dictates the requirement for social services including emergency shelters, but limits their operation through insufficient funding, thereby causing said economic and social costs at the upper and lower tiers of municipal governance;

And Whereas the municipalities of Northumberland County recognize our moral and legal obligation to provide adequate shelter and public safety for all residents, but are limited in our capacity to unilaterally do so by constrained finances;

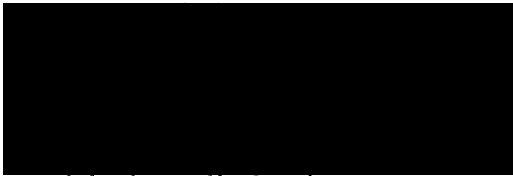
Now therefore be it resolved that the Municipality of Trent Hills, along with other Northumberland County municipalities, call upon the Province of Ontario to significantly increase funding for housing, shelters, and other necessary social services to ensure adequate levels of service to meet the needs of our residents;

And that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, to the Honourable Paul Calandra, Minister for Municipal Affairs and Housing, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland-Peterborough South, and to all Ontario municipalities.

Carried.

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

Sincerely,



J. Douglas Irwin
Director of Legislative Services/Clerk



2529 Stirling-Marmora Road
Box 40
Stirling, ON K0K 3E0
Phone: 613-395-3380 Fax: 613-395-0864

May 8, 2024

Cathy Bradley
County of Hastings
Postal Bag 4400
Belleville, ON K8N 3A9

Dear Ms. Bradley,

Re: Sustainable Infrastructure Funding for Small Rural Municipalities

At their meeting held on May 6, 2024, Council of the Township of Stirling-Rawdon passed the following resolution:

***Moved by Councillor Graff
Seconded by Councillor Stewart***

That the correspondence from Hastings County calling on the Provincial and Federal Governments to implement sustainable infrastructure funding for small rural municipalities be received; and further

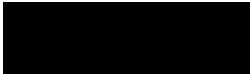
That Council of the Township of Stirling-Rawdon supports the establishment of an intergovernmental working group which would include a member of the Eastern Ontario Wardens Caucus, to develop a plan on how to deal with the impending debt dilemma facing small rural municipalities; and

That this resolution be forwarded to the Prime Minister, the Minister of Housing Infrastructure and Communities of Canada, the Acting President and CEO of Canada Mortgage and Housing Corporation, the Premier, the Minister of Infrastructure, the Minister of Municipal Affairs and Housing, MP Shelby Kramp-Neuman, MPP Ric Bresee, AMO, ROMA, EOWC and all municipalities in Ontario.

Carried.

Thank you for bringing this important matter to the attention of Council.

Sincerely,


Sydney Dodson
Deputy-Clerk

/sd

cc: Prime Minister, Minister of Housing Infrastructure and Communities of Canada, Acting President and CEO of Canada Mortgage and Housing Corporation, Premier, Minister of Infrastructure, Minister of Municipal Affairs and Housing, MP Shelby Kramp-Neuman, MPP Ric Bresee, AMO, ROMA, EOWC, all municipalities in Ontario

**Embracing the Future
while Remembering our Past**



**TOWNSHIP OF
BRUDENELL, LYNDOCH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40
Palmer Rapids, Ontario K0J 2E0
TEL: (613) 758-2061 · FAX: (613) 758-2235

May 1, 2024

Re: Mental Health Services of Renfrew County (MHSRC) Hoarding Program

Please be advised that at their last regular meeting of Council on Wednesday May 1st, 2024, the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan supported the following resolution:

Resolution # 2024-05-01-11
Moved By: Councillor Quade
Seconded by: Councillor Keller

“Be it resolved that the Council of the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby supports the resolution from the Town of Arnprior and their support for the Mental Health Services of Renfrew County (MHSRC) Hoarding Program and its benefits to all residents within the County of Renfrew.

And further that Council directs staff to provide a copy of this resolution to the Pembroke Regional Hospital, all local municipalities and the County of Renfrew in support of the MHSRC Hoarding Program.”

CARRIED.

Sincerely,


Tammy Thompson
Deputy Clerk

Cc: Pembroke Regional Hospital
All Local Municipalities
County of Renfrew

April 23, 2024

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

Sent via email: premier@ontario.ca

**Re: Provincial Regulations Needed to Restrict Keeping of Non-native ("exotic") Wild Animals
Our File 35.11.2**

Dear Premier Ford,

At its meeting held on April 8, 2024, St. Catharines City Council approved the following motion:

WHEREAS Ontario has more private non-native ("exotic") wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and

WHEREAS the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native ("exotic") wild animals in captivity; and

WHEREAS non-native ("exotic") wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and

WHEREAS the keeping of non-native ("exotic") wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and

WHEREAS owners of non-native ("exotic") wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and

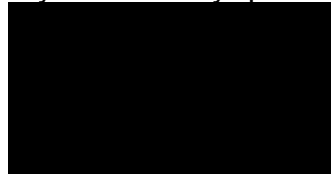
WHEREAS municipalities have struggled, often for months or years, to deal with non-native ("exotic") wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and

WHEREAS the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of non-native ("exotic") wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

THEREFORE BE IT RESOLVED that the City of St. Catharines hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population; and

BE IT FURTHER RESOLVED that this resolution will be forwarded to all municipalities in Ontario for support, the Premier of Ontario, Ontario Solicitor General, Ontario Minister for Natural Resources and Forestry, MPP Jennie Stevens, MPP Sam Oosterhoff, MPP Jeff Burch, AMO, AMCTO, and MLEAO.

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Kristen Sullivan, City Clerk
Legal and Clerks Services, Office of the City Clerk
:av

cc: The Honourable Michael S. Kerzner, Solicitor General
The Honourable Graydon Smith, Minister of Natural Resources and Forestry
Local MPPs
Association of Municipalities of Ontario (AMO)
Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)
Municipal Law Enforcement Officers' Association of Ontario (MLEAO)
All Municipalities of Ontario

MULTI-MUNICIPAL ENERGY WORKING GROUP

TOM ALLWOOD, COUNCILLOR, GREY HIGHLANDS, CHAIR
JIM HANNA, DEPUTY MAYOR, HURON-KINLOSS, VICE-CHAIR
1925 BRUCE ROAD 10, BOX 70, CHESLEY, ON NOG 1L0
[519-363-3039](tel:519-363-3039) FAX: [519-363-2203](tel:519-363-2203)
jhamilton@arran-elderslie.ca

May 1, 2024

Dear Mayor and Members of Council,

The Multi-Municipal Energy Working Group (MMEWG) continues to actively follow the procurement processes the Independent Electricity System Operator (IESO) is undertaking to procure additional capacity to meet projected future energy needs. Details released regarding the Long-Term 2 Request for Proposals (LT2 RFP) plus subsequent LT RFPs has raised many concerns.

The IESO RFPs call for 5 TWh of new energy generation, and proposes that this be mostly derived from 2000 MW of new energy generation produced by mostly wind and solar by 2030. It further proposes that a portion of this generation could be derived by repowering on the current footprint of existing wind turbines that will reach their end of contract life between 2026 and 2034.

Since existence, the now Multi-Municipal Energy Working Group, formerly known as the Multi-Municipal Wind Turbine Working Group, has continued to advocate for stronger safety measures and best practices related to wind turbine installations across the province. To date, many of the concerns raised have not been addressed with the Ministry of Environment, Conservation and Parks confirmed in a recent IESO engagement session that no changes to the existing setbacks are planned.

Severe health effects to many residents living within the vicinity of project sites have been identified and continue to jeopardized the health and well-being of many residents. The current setbacks from other activities are not sufficient to protect against the full range of noise emissions from wind turbines. The MMEWG will be making a presentation on this topic to the Grey Bruce Public Health Unit in the March in an effort to bring these concerns to the forefront in advance of the repowering of current projects.

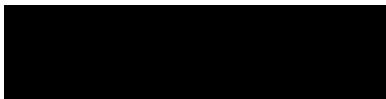
Public safety continues to remain a paramount concern of the MMEWG. Setbacks for tower collapse remain insufficient. The current blade length plus 10 metres requirement not a strong enough protective measure for existing projects let alone repowered turbines on existing footprints. Setbacks for ice throw are also insufficient, as the blade

length plus 10 metre setback is less than the ice throw distance witnessed in Ontario. Ontario has witnessed turbine fire and flaming debris on the ground at 200 metres, while setback was 50 metres. A Ministry review failed to recommend industry standard protective barriers for fire suppression in spite of examples of fires in similar turbines.

In 2013, 115 municipalities declared themselves “Unwilling Hosts” for wind turbine projects. With the expected surge in proposals given the ambitious procurement efforts being undertaken by the IESO, and little change in the regulations, the MMEWG strongly recommends that municipalities reaffirm their unwillingness to host projects until the appropriate ministries address the concerns and make stronger rules and regulations to ensure that, as municipal leaders, provide measures necessary for the health, safety and well-being of citizens within our jurisdiction, as mandated by the *Municipal Act, 2001, as amended*. Over the past month, the municipalities of Arran-Elderslie, Chatsworth and East Zorra-Tavistock have taken this step.

For consideration, a DRAFT declaration has been attached. Should your municipality declare its intention, please let us and we will continue to keep you apprised of any advancements in the industry and regulations.

Warm Regards,



p.p.
Tom Allwood,
Chair, Multi-Municipal Energy Working Group
Councillor, Municipality of Grey Highlands

DRAFT

Independent Electrical System Operator
By email: engagement@ieso.ca

Re: Municipality/Township of _____ – Wind Turbine Projects

Please be advised at the Municipality/Township of _____ Council meeting held on _____, the following resolution was approved:

WHEREAS the Independent Electrical System Operator (the IESO) has proposed to move forward with three RFPs where new wind turbine projects can receive a contract from the IESO; and

WHEREAS people living near existing wind turbines report considerable impact on their lives due to noise and other emissions from the wind turbines; and

WHEREAS there are gaps in the enforcement of key terms of the Renewable Energy Approvals governing existing projects relative to noise standards and resolution of complaints; and

WHEREAS municipal approval is required to locate one of these projects in the Municipality/Township of _____; and

THEREFORE BE IT RESOLVED THAT the Council does not support the establishment of any new wind turbine projects within the municipality; and

THAT the IESO be directed to advise potential applicants of this resolution.

Sincerely,

Clerk, Municipality/Township of _____

c:

The Hon. Todd Smith - Minister of Energy - MinisterEnergy@ontario.ca

David Donovan, Chief of Staff, david.donovan@ontario.ca

Association of Municipalities of Ontario - policy@amo.on.ca

Local MPP

Multi-Municipal Energy Working Group – jhamilton@arran-elderslie.ca



May 9, 2024

By Email: PlanningConsultation@ontario.ca
Provincial Land Use Plans Branch
13th Floor, 777 Bay St
Toronto, ON M7A 2J3

RE: ERO Posting 019-8369

Thank you for providing the opportunity for the Western Ontario Wardens' Caucus to comment ERO Posting 019-8369 on the proposed Planning Act, City of Toronto Act, and Municipal Act changes proposed through Bill 185.

The Western Ontario Wardens' Caucus and our fifteen upper and single tier municipalities are committed to enhancing the prosperity and overall well-being of rural and small urban communities across Western Ontario. The WOWC wishes to express its support for the Province's recent efforts and measures toward increasing housing supply throughout Ontario over the next 10 years.

The WOWC reiterates its commitment and support for the courage to take bold action to increase the supply of housing and to improve housing affordability in Ontario, and notes that Bill 185 is intended to improve service delivery while saving people and businesses time and money.

In our collective efforts to increase our supply and affordability of housing it must be understood that the landscape across rural Western Ontario includes significant swaths of rural and agricultural lands, including prime agricultural areas. The WOWC encourages the protection of Ontario's prime agricultural areas for their long-term agricultural use as a key objective.

The WOWC acknowledges the provincial initiative to enhance certainty for municipalities by revising third-party appeal rights. These revisions aim to support municipalities as they update their Official Plans and Zoning Bylaws, ensuring implementation of guided growth and as-of-right development is not delayed by lengthy and costly OLT processes.

The WOWC has reservations regarding the potential for private applications for settlement area boundary expansions at any time, as well as the restoration of appeal rights following refusal or non-decision on such expansions. These measures may divert municipal resources away from crucial planning efforts aimed at facilitating efficient growth within planned service areas.

Reintroducing appeals for settlement area boundary expansion requests could disrupt community and infrastructure planning conducted through Official Plan processes, destabilizing the certainty that other measures in Bill 185 were meant to accomplish.

If it is the Province's intent to allow adjudication of settlement area boundary decisions through the OLT, we suggest that such appeals should only be permitted at the time a decision is made on new Official Plans or Official Plan Updates. This will provide both municipalities, partner agencies/ministries, developer stakeholders, and the general public with clarity regarding when such matters are to be determined. Once settlement area boundaries are set, all can focus on implementation rather than responding to new requests.

This right of appeal was removed from the Planning Act in 2004 and has since proven to be one of the most important and effective tools for supporting 'good planning' as it ensures municipalities are able to lead, and focus their efforts and limited resources on, planning for the growth of their communities in a comprehensive and coordinated manner (i.e. ensuring logical and cost effective expansions of water and wastewater infrastructure and other public services necessary to support the planned growth, ensuring efficient use of land, supporting/ensuring increased density and intensification, supporting a range of housing options etc.) rather than constantly having to react to one off, privately initiated, settlement expansion proposals.

The WOWC additionally has concerns that limitations on third-party appeals to the might prompt concerned members of the public to exert heightened pressure on, agencies, and First Nations rights. This could potentially lead to alternative avenues pursued by concerned members of the public, such as judicial review, with uncertain costs, timeframes, and procedures.

If the province moves forward with restricting third-party appeals to the Ontario Land Tribunal, there may be benefit to further articulating that decisions that are not appealed, or decisions by the tribunal, are not subject to further review.

The WOWC also acknowledges the province's inclusion of lapsing provisions to encourage swift progression of development proposals towards construction. While we have only a few remaining legacy subdivisions approved by the province before March 27, 1995, without lapsing dates, we are concerned that the inflexibility surrounding these approvals could prompt proponents to appeal conditions, potentially delaying or circumventing their lapsing.

The WOWC proposes a review of provisions allowing proponents to appeal subdivision conditions up to final approval (or lapsing) or an expedited process to prevent municipalities from investing significant resources in addressing such appeals at the tribunal.

Therefore, the WOWC urges the province to prioritize timely and thorough engagement on proposed regulations via the Environmental Registry and stakeholder involvement. We are willing to collaborate with the province in facilitating this process.

Regarding the particular regulation-making authorities outlined in Bill 185, the WOWC acknowledges the provincial initiative to establish suitable standards that can expedite development processes and obviate the necessity for each local municipality to revise plans and by-laws to promote enhanced housing supply or address other shared priorities.

Balancing the need for expediting the approvals process, it's equally crucial to ensure sufficient consideration is given to planning for essential community infrastructure such as schools, long-term care homes, and hospitals. This alignment of resources, systems, and infrastructure is essential for fostering robust, healthy, and cohesive communities.

WESTERN ONTARIO
WOWC
WARDENS CAUCUS

Regarding the authority to grant assistance, we recommend that the province offer clearer guidance on whether regulations under this act are expected to be extended to multiple municipalities, potentially creating competition among communities across Ontario to attract investment, or to harmonize incentives for particular initiatives aimed at drawing specific investments to specific communities within Ontario.

As always, the WOWC appreciates the opportunity to provide input on the changes proposed through Bill 185. We look forward to working with the provincial government and our municipal counterparts to protect Western Ontario's agricultural land while sustaining and growing Ontario's housing supply.

When we work collaboratively together our communities reap the rewards.

Sincerely,



Glen McNeil
Chair, Western Ontario Wardens' Caucus

cc.

Minister Paul Calandra
MPPs Western Ontario
Association of Municipalities of Ontario
Western Ontario Municipalities



May 9, 2024

By Email: MFPB@ontario.ca
Provincial Land Use Plans Branch
13th Floor, 777 Bay St
Toronto, ON M7A 2J3

RE: ERO Posting 019-8371

Thank you for providing the opportunity for the Western Ontario Wardens' Caucus to comment on ERO Posting 019-8371 on the proposed changes to the Development Charges Act.

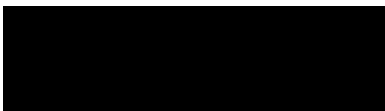
The proposed changes are welcome partial reversals of previous changes that impact the ability of municipalities to cover the costs of servicing and planning for growing communities.

We would like to see the legislation take a further step to reinstate both housing services and the cost of land as eligible DC costs. Together, these changes are costing municipalities \$4 billion over a 10-year period and will have a material impact on municipalities' ability to invest in community housing.

As always, the WOWC appreciates the opportunity to provide input on the Development Charges Act changes proposed through Bill 185. We look forward to working with the provincial government and our municipal counterparts to protect Western Ontario's agricultural land while sustaining and growing Ontario's housing supply.

When we work collaboratively together, our communities reap the rewards.

Sincerely,



Glen McNeil
Chair, Western Ontario Wardens' Caucus

cc.

Minister Paul Calandra
MPPs Western Ontario
Association of Municipalities of Ontario
Western Ontario Municipalities



May 9, 2024

By Email: growthplanning@ontario.ca
Provincial Land Use Plans Branch
13th Floor, 777 Bay St
Toronto, ON M7A 2J3

RE: ERO Posting 019-8462

Thank you for providing the opportunity for the Western Ontario Wardens' Caucus to comment on ERO Posting 019-8462 on the proposed 2024 Provincial Planning Statement through the Environmental Registry of Ontario.

The Western Ontario Wardens' Caucus and our fifteen upper and single tier municipalities are committed to enhancing the prosperity and overall well-being of rural and small urban communities across Western Ontario. The WOWC wishes to express its support for the Province's recent efforts and measures toward increasing housing supply throughout Ontario over the next 10 years.

Many of our partner municipalities deliver planning services to lower tier municipalities as well as a range of housing services, including the construction of County owned/operated housing.

This letter outlines PPS policy modifications perceived as advantageous by the WOWC and its partnering municipalities, as they contribute to bolstering the availability of affordable housing in the region. Additionally, it underscores areas of concern that could impede our capacity to efficiently plan for cohesive communities and safeguard natural and agricultural resources.

Agriculture Policy Changes

In our collective efforts to increase our supply and affordability of housing it must be understood that the landscape across rural Western Ontario includes significant swaths of rural and agricultural lands, including prime agricultural areas. The WOWC encourages the protection of Ontario's prime agricultural areas for their long-term agricultural use as a key objective. The removal of the permission to create up to three residential lots in prime agricultural areas is greatly appreciated.

The proposed PPS mandates the allowance of up to two Additional Residential Units (ARUs) on lots within Prime Agricultural Areas where residential dwellings are permitted. Newly introduced stipulations require these ARUs to be "limited in scale" and to "minimize land use for non-agricultural purposes."

We recommend that the wording of the proposed new policy be changed to "up to two additional dwelling units may be permitted," instead of the current language of "shall be permitted".

We appreciate the proposed policies that advocate for the clustering of Additional Residential Units (ARUs) and aim to minimize their impact on farmland.

In addition, the proposed maximum of two ARUs per farm lot needs to be clarified to indicate that only one of those units is permitted in an ancillary structure (i.e. the other must be located within the principal dwelling) which would be consistent with the direction on ARUs in settlements and minimize the impact to agricultural lands/operations. A further best practice would be to limit ARUs to a maximum of two per farm operation (i.e. regardless of the number of parcels comprising that farm operation).

The surplus farm dwelling severance policy (4.3.3.1 c) needs to be clarified to include all dwellings, principal plus ARU can be severed as a residence surplus to an agricultural operation and that no further severance would be permitted from the cluster.

The suggested amendments to the PPS policy, mandating an “agricultural systems approach,” offering guidance on Agricultural Impact Assessments, and bolstering support for the agri-food network, are all viewed favorably and embraced.

Employment Lands

The narrowing of the Employment Areas definition risks eliminating protection for business parks, encompassing lighter industrial, institutional, and office uses. Such a change might present economic development hurdles for municipalities. Revising existing planned land uses and infrastructure within municipal Official Plans may become necessary, potentially incurring additional expenses if new Employment Areas must be identified.

Given that planning authorities may designate lands for employment purposes beyond a 30-year horizon, there is a requirement for added clarity to assist rural and small urban municipalities in gauging the necessary supply of Employment Lands over the long term. A substantial surplus of employment lands would be essential to justify the removal of employment areas.

While the proposed policies offer municipalities increased flexibility, the infrastructure and servicing expenses associated with industrial lands impose significant financial burdens. Slower-growing rural and small urban municipalities may struggle to manage the infrastructure costs of a larger supply of Employment Lands that distinguish between protected employment lands and broader areas where people work. Flexibility in converting employment lands, where suitable, can be attained without narrowing the definition of employment.

Considering that the Ministry of Finance growth projections do not include employment forecasting, we look forward to the Province providing further guidance to municipalities on employment forecasting.

Settlement Area Boundary Expansions

The proposal suggests eliminating municipal comprehensive reviews as a prerequisite for settlement area boundary expansions. This marks a notable departure, as comprehensive reviews have been a fixture since the 2005 Provincial Policy Statement. The WOWC views the increased flexibility for municipalities to contemplate settlement boundary adjustments outside of Official Plan Reviews positively. Such flexibility enables partner municipalities to address the distinct growth requirements and demands of individual settlement areas, which may not be adequately captured through regional market studies or population projections.



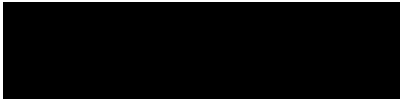
The WOWC remains steadfast in urging the province to acknowledge the vital role of infrastructure in fostering growth within settlement areas. Securing funding support for infrastructure to meet the demands accompanying settlement area boundary expansions is paramount for municipalities. The proposed policies within the PPS could exert substantial pressure on municipal infrastructure, including sewage and water systems, roads, bridges, and stormwater management. Access to supportive provincial funding and expedited approval processes for both replacement and new infrastructure is essential for municipalities to effectively accommodate projected growth.

Summary

As always, the WOWC appreciates the opportunity to comment on the proposed policy changes and looks forward to working with the provincial government and our municipal counterparts to protect Western Ontario's agricultural land while sustaining and growing Ontario's housing supply.

When we work collaboratively together our communities reap the rewards.

Sincerely,



Glen McNeil
Chair, Western Ontario Wardens' Caucus

cc.

Minister Paul Calandra
MPPs Western Ontario
Association of Municipalities of Ontario
Western Ontario Municipalities

THE PUSLINCH PROFILE FEATURES:

Bedtime Beginnings



BEDTIME BEGINNINGS
SLEEP SPECIALIST



brooke@bedtimebeginnings.com



www.bedtimebeginnings.com



519-852-6225

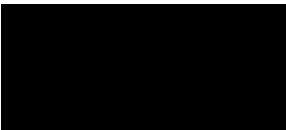

Founded in 2015 by Brooke Hohenadel, Bedtime Beginnings is an Infant and Adult Sleep Consultant that emerged from a personal journey. After experiencing sleep challenges following the birth of her first child, Brooke recognized the power of quality sleep on one's overall well-being. Driven by her own struggles and eventual success, she embarked on a mission to help others reclaim their sleep and their quality of life.

What sets Bedtime Beginnings apart is their approach to sleep wellness. They understand that while sleep should be effortless, its absence can disrupt a person's whole life. Brooke describes it as being similar to a puzzle, "A single misplaced piece can shatter the entire picture". At Bedtime Beginnings, they take pride in guiding you to reassemble those pieces, allowing you to regain the tranquility of a restorative night's sleep.

Supporting local businesses like theirs is vital for nurturing vibrant communities. By choosing Bedtime Beginnings, you're not only investing in your own well-being but contributing to the economic resilience of your neighborhood. Together, Puslinch can build a stronger, more interconnected community, one good night's sleep at a time.



Delegate Request - Entry #11288

Type of Meeting Council
Meeting Date May 22, 2024
How many delegates are requesting to make this presentation? One (1)
Type of Delegation This is a request to delegate on a topic on the upcoming agenda
Identify which agenda item you are requesting to delegate on? designation by-law for 32 Brock Rd N
Type of Presentation This request is to present a verbal delegation
Type of Attendance Via Zoom
Name of Delegate Manan Trivedi
Mailing Address of Delegate 
Phone Number of Delegate 
Email Address of Delegate



Purpose of delegation (state position taken on issue, if applicable)

To appeal the heritage designation of 32 Brock Rd North, Puslinch, ON.

A formal presentation is being submitted to accompany the delegation

No

The delegation will require the use of audio-visual equipment (power point presentation)

No

Acknowledgement

I (we) have read, understand and acknowledge the Rules and Procedures relating to Delegations as prescribed by the Procedural By-law 2022-046.

[Township of Puslinch](#)



REPORT FIN-2024-013

TO: Mayor and Members of Council

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: May 22, 2024

SUBJECT: 2023 Development Charges and Cash in Lieu of Parkland
File No. F21 DEV

RECOMMENDATIONS

THAT Report FIN-2024-013 entitled 2023 Development Charges and Cash in Lieu of Parkland be received.

Purpose

The purpose of this report is to provide Council with information on the Township's Development Charges (DC's), Cash in Lieu of Parkland (CILP) and related transactions as of December 31, 2023.

Background

In accordance with the Development Charges Act (DCA) and the Planning Act, the Treasurer is required to provide Council with an annual financial statement on DC's and CILP.

DC's

The following extracted paragraphs of Section 12(2) of Ontario Regulation 82/98 prescribes the information that must be included in the Treasurer's statement. The information is in addition to the opening and closing balance for the previous year and the transactions relating to that year as required by subsection 43(2) of the DCA.

- 1.) A description of the service for which the fund was established. If the fund was established for a service category, the services in the category.*

- 2.) *For the credits in relation to the service or service category for which the fund was established,*
 - i. *The amount outstanding at the beginning of the previous year, given in the year, used in the year, and outstanding at the end of the year,*
 - ii. *The amount outstanding at the beginning of the previous year and outstanding at the end of the year, broken down by individual credit holder.*
- 3.) *The amount of any money borrowed from the fund by the municipality during the previous year and the purpose for which it was borrowed.*
- 4.) *The amount of interest accrued during the previous year on money borrowed from the fund by the municipality.*
- 5.) *The amount and source of any money used by the municipality to repay, in the previous year, money borrowed from the fund or interest on such money.*
- 6.) *A schedule that identifies credits recognized under section 17 and, for each credit recognized, sets out the value of the credit, the service against which the credit is applied and the source of funds used to finance the credit.*

The following under Section 12 (3) of Ontario Regulation 82/98 is also prescribed as information to be included in the Treasurer's Statement under section 43 of the DCA:

- 1.) *For each project that is financed, in whole or in part, by development charges,*
 - i. *The amount of money from each reserve fund established under section 33 of the Act that is spent on the project, and*
 - ii. *The amount and source of any other money that is spent on the project.*
- 2.) *For each service for which a development charge is collected during the year,*
 - i. *whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law, and*
 - ii. *if the answer to subparagraph i is no, the amount the municipality now expects to incur and a statement as to why this amount is expected.*
- 3.) *For any service for which a development charge was collected during the year but in respect of which no money from a reserve fund was spent during the year, a statement as to why there was no spending during the year.*

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 2023 DC’s reporting, the Township is in compliance with Section 59.1(1) of the DCA, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the DCA or another Act.

Section 35 (2) of the DCA outlines that beginning in 2023 and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in a reserve fund for services related to a highway as defined in subsection 1 (1) of the Municipal Act, 2001. For the Township, this requirement relates to the Roads and Related Services DC’s.

- Schedule A provides a summary of the DC’s including the opening and closing balances as well as a summary of financial transactions that occurred during the year.
- Schedule B provides a list of current growth-related capital projects that have required funding from DC’s.
- Schedule C summarizes the statement of credit holder transactions in 2023 and notes that there were no credit holder transactions during the period or in previous periods. Section 38 of the DCA provides information regarding credits. If a municipality agrees to allow a person to perform work that relates to a service to which a DC by-law relates, the municipality shall give the person a credit towards the DC in accordance with the agreement. The amount of the credit is the reasonable cost of doing the work as agreed by the municipality and the person who is to be given the credit. Township staff are not aware of any such agreements that the Township has entered into in the past.
- Schedule D provides the estimated capital expenditures outlined in the 2019 DC Background Study (i.e. 2019 to 2028) as required under Section 12 (3) of Ontario Regulation 82/98 as noted above. The Township expects to incur a total of \$20.7 million in growth-related capital expenditures during this period. This is higher than the \$15.1 million anticipated in the 2019 DC Background Study, as the Township continues to closely monitor and adjust the capital cost estimates of capital projects based on new information available to staff as part of the annual budget process.
- Schedule E summarizes the Statement of DC Restricted Reserve Balance Allocations for Roads and Related Services.
- Schedule F summarizes the Description of the Service (or Class of Service) for which each DC Restricted Reserve was Established in accordance with the Township’s DC By-law No. 2019-044.

CILP

The following paragraphs of Section 7(1) of Ontario Regulation 509/20 prescribes the information that must be provided to the public through annual financial statements as required under Section 42 (17) of the Planning Act.

- 1.) *Statements of the opening and closing balances of the special account and of the transactions relating to the account.*
- 2.) *In respect of the special account referred to in subsection 42 (15) of the Act, statements identifying,*
 - i. *land and machinery acquired during the year with funds from the special account,*
 - ii. *buildings erected, improved or repaired during the year with funds from the special account,*
 - iii. *details of the amounts spent, and*
 - iv. *for each asset mentioned in subparagraphs i and ii, the manner in which any capital cost not funded from the special account was or will be funded.*
- 3.) *The amount of money borrowed from the special account and the purpose for which it was borrowed.*
- 4.) *The amount of interest accrued on any money borrowed from the special account.*

Section 42 (16.1) of the Planning Act outlines that beginning in 2023 and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in the special account at the beginning of the year.

- Schedule G provides a summary of the CILP restricted reserve including the opening and closing balances as well as a summary of financial transactions that occurred during the year.
- Schedule H summarizes the Statement of CILP Restricted Reserve Balance Allocations.

Financial Implications

The DC and CILP contributions received in 2023 are higher than 2022 and prior years as further outlined below.

Year	CILP	DC's	Comments
2023	\$1.1M	\$1.6M	The increase relates to \$1M of CILP and \$1.6M of DC's collected from two non-residential developments. The number of single detached dwellings amounted to 6 units in 2023.
2022	\$256K	\$190K	The number of single detached dwellings amounted to 31 units in 2022.
2021	\$304K	\$318K	The number of single detached dwellings amounted to 56 units in 2021.
2020	\$203K	\$754K	The increase relates to \$544K collected from a developer that entered into a DC agreement with the Township in 2012.
2019	\$190K	\$256K	

Applicable Legislation and Requirements

Development Charges Act, 1997
 Ontario Regulation 82/98
 Planning Act R.S.O 1990
 Ontario Regulation 509/20

Engagement Opportunities

In accordance with Section 43 of the DCA, the Treasurer's statement must be made available to the public and a copy of the statement must be given to the Ministry of Municipal Affairs and Housing upon request.

Therefore, Report FIN-2024-013 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 DC's as at December 31, 2023

Schedule B – Amounts Transferred to Capital, Operating or Other Funds for the 12 months ended December 31, 2023

Schedule C – Statement of Credit Holder Transactions for the 12 months ended December 31, 2023

Schedule D – Estimated Capital Expenditures as of December 31, 2023

Schedule E - Statement of DC Restricted Reserve Balance Allocations for Roads and Related Services

Schedule F - Description of the Service (or Class of Service) for which each DC Restricted Reserve was Established

Schedule G - Annual Treasurer's Statement of CILP as at December 31, 2023

Schedule H - Statement of CILP Restricted Reserve Balance Allocations

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

**Annual Treasurer's Statement of DC's
As at December 31, 2023**

Schedule A

	Fire Protection Services	Roads and Related Services	Parks and Recreation Services	Administration - Studies	Total
Opening Balance- January 1, 2023	\$ 725,334	\$ 621,953	\$ 118,560	\$ 49,222	\$ 1,515,069
Plus:					
DC Collections	\$ 471,326	\$ 974,997	\$ 40,483	\$ 109,607	\$ 1,596,413
Accrued Interest	\$ 52,681	\$ 52,384	\$ 3,584	\$ 5,581	\$ 114,230
Transfer from Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Repayment of Monies Borrowed from Fund and Associated Interest ¹	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total	\$ 524,007	\$ 1,027,381	\$ 44,067	\$ 115,188	\$ 1,710,643
Less:					
Amount Transferred to Capital Funds ²	\$ -	\$ 307,771	\$ 146,852	\$ 4,457	\$ 459,080
Amount Transferred to Operating Funds ²	\$ -	\$ -	\$ -	\$ -	\$ -
Amounts Refunded	\$ -	\$ -	\$ -	\$ -	\$ -
Amounts Loaned to Other DC Service Category for Interim Financing Credits ³	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total	\$ -	\$ 307,771	\$ 146,852	\$ 4,457	\$ 459,080
Closing Balance - December 31, 2023	\$ 1,249,341	\$ 1,341,563	\$ 15,776	\$ 159,952	\$ 2,766,633
Less: Commitments Outstanding Against the DC Restricted Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Adjusted Closing Balance - December 31, 2023	\$ 1,249,341	\$ 1,341,563	\$ 15,776	\$ 159,952	\$ 2,766,633

¹ Source of funds used to repay the DC 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, 2023**

Schedule C

Credit Holder	Applicable DC Restricted Reserve	Credit Balance Outstanding Beginning of Year January 1, 2023	Additional Credits Granted During Year	Credits Used by Holder During Year	Credit Balance Outstanding End of Year December 31, 2023
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N/A - the Township has not issued any DC Credits during the period or in previous periods.

Estimated Capital Expenditures as of December 31, 2023

Schedule D

Service:	Estimated Capital Expenditures Outlined in the 2019 DC Background Study (2019 to 2028)	Estimated Capital Expenditures as of December 31, 2023 (2019 to 2028)	Comments
Fire Protection Services	\$1,268,542	\$13,670	The growth related capital costs anticipated to expand fire protection services have been budgeted over the ten year forecast, however there were no specific growth related projects anticipated for 2023.
Roads and Related Services	\$11,131,239	\$17,191,259	The increase in estimated capital expenditures relates to the increased capital cost estimates as outlined in the 2023 Roads Management Plan which will be reflected in the 2024 DC Background Study.
Parks and Recreation Services	\$2,468,156	\$2,780,924	The increase in estimated capital expenditures relates to the increased capital cost estimates as outlined in recent tender results for the various parks projects which were completed from 2019 to 2023.
Administration - Studies	\$274,500	\$709,281	The increase in estimated capital expenditures relates to the additional studies required which will be reflected in the 2024 DC Background Study should Bill 185 pass to enable administration-studies to be an eligible service for collecting DC's.
Total	\$ 15,142,437	\$ 20,695,134	

Statement of DC Restricted Reserve Balance Allocations for Roads and Related Services

Schedule E

Service:	Roads and Related Services	Comments
Balance in Restricted Reserve at Beginning of Year: January 1, 2023	\$ 621,953	
60% of Balance to be Allocated or Spent (at a minimum):	\$ 373,172	The Township has allocated/budgeted \$2.6M (see table below) which is greater than the 60% minimum balance allocation requirement.

Projects to Which Funds Have Been Allocated

Project Description	Allocated/Budgeted	Actual Roads and Related Services DC's Spent in 2023
Roszell Road - Forestell Road to Townline Road	\$ 74,942	\$ 63,166
Maltby Road East - Victoria Road South to Watson Road South	\$ 72,514	\$ 55,888
Concession 7- Concession 2A to Mason Road	\$ 44,127	\$ 46,721
Leslie Road West - Watson Road South to Puslinch Flamborough Townline	\$ 113,450	\$ 118,499
Little's Bridge	\$23,140	\$ 23,497
Other Allocated/Budgeted Projects in the 2024 Capital Budget and Forecast	\$2,308,328	\$ -
Total	\$ 2,636,501	\$ 307,771

Description of the Service (or Class of Service) for which each DC Restricted Reserve was Established**Schedule F**

Service/Class of Service	Description
Fire Protection Services	The fund is used for growth-related projects supporting fire protection services, including facilities, vehicles, equipment, and gear.
Roads and Related Services	The fund is used for growth-related projects for roads, bridges, culverts, active transportation, facilities, vehicles, equipment, streetlights, sidewalks, and other related road infrastructure.
Parks and Recreation Services	The fund is used for growth-related projects related to parkland development, parkland amenities, recreational trails, parkland buildings, recreation facilities, and parks & recreation vehicles and equipment.
Administration - Studies	The fund is used for growth-related to growth-related studies.

Annual Treasurer's Statement of CILP

Schedule G

As at December 31, 2023

Opening Balance- January 1, 2023

\$ 1,121,367

Plus:

CILP Collections

\$ 1,100,120

Accrued Interest

\$ 61,927

Sub-Total

\$ 1,162,047

<u>Less: CILP Funds Utilized</u>	CILP	Discretionary Reserve Funding	DC's	Grants	Gross Capital Cost
Optimist Recreation Centre - Convert Lighting to LED	\$ 8,964	\$ 15,000	\$ -	\$ -	\$23,964
Optimist Recreation Centre - Pickleball Line Painting and Floor Refinishing	\$ 10,481	\$ -	\$ -	\$ -	\$10,481
Puslinch Community Centre - Convert Lighting to LED	\$ 4,943	\$ 10,000	\$ -	\$ -	\$14,943
Puslinch Community Centre - Replacement of Ceiling Components	\$ 318	\$ -	\$ -	\$ -	\$318
Puslinch Community Centre - Replacement of Sanitary Pumps and Control System	\$ 4,855	\$ -	\$ -	\$ -	\$4,855
Puslinch Community Centre Park - Back Soccer Fields Construction	\$ 59,550	\$ -	\$ -	\$ -	\$59,550
Puslinch Community Centre Park - Renovation and Upgrade	\$ 658,210	\$ -	\$ 99,322	\$ 1,403,270	\$2,160,802
Old Morriston Park - Replace Lights and Upgrade Washrooms	\$ 91,420	\$ -	\$ -	\$ 122,236	\$213,655
Old Morriston Park - Replacement of 2 Sets of Bleachers	\$ 14,797	\$ -	\$ -	\$ -	\$14,797
Boreham Park (also known as Arkell Park) - Playground area	\$ 141,429	\$ -	\$ 47,530	\$ 170,000	\$358,959
Puslinch Lake - Pedestrian Access and Signage	\$ 2,288	\$ -	\$ -	\$ -	\$2,288
Pickup truck - 1/2 ton - Crew Cab	\$ 55,894	\$ -	\$ -	\$ -	\$55,894
Kubota Lawn Tractor	\$ 21,471	\$ -	\$ -	\$ -	\$21,471
Landscape Trailer	\$ 8,931	\$ -	\$ -	\$ -	\$8,931
Sub-Total	<u>\$ 1,083,553</u>	<u>\$ 25,000</u>	<u>\$ 146,852</u>	<u>\$ 1,695,506</u>	<u>\$ 2,950,910</u>

Closing Balance - December 31, 2023

\$ 1,199,861

Statement of CILP Restricted Reserve Balance Allocations

Schedule H

	CILP	Comments
Balance in Restricted Reserve at Beginning of Year: January 1, 2023	\$ 1,121,367	
60% of Balance to be Allocated or Spent (at a minimum):	\$ 672,820	The Township has spent \$1.1M and allocated/budgeted \$2.3M (see table below) which is greater than the 60% minimum balance allocation requirement.

Project Description	Allocated/Budgeted	Actual CILP Spent in 2023
Optimist Recreation Centre - Convert Lighting to LED	\$ 8,701	\$ 8,964
Optimist Recreation Centre - Pickleball Line Painting and Floor Refinishing	\$ 6,934	\$ 10,481
Puslinch Community Centre - Convert Lighting to LED	\$ 4,767	\$ 4,943
Puslinch Community Centre - Replacement of Ceiling Components	\$ 35,000	\$ 318
Puslinch Community Centre - Replacement of Sanitary Pumps and Control System	\$ -	\$ 4,855
Puslinch Community Centre Park - Back Soccer Fields	\$ 61,475	\$ 59,550
Puslinch Community Centre Park - Renovation and Upgrade	\$ 799,179	\$ 658,210
Old Morriston Park - Replace Lights and Upgrade Washrooms	\$ 66,048	\$ 91,420
Old Morriston Park - Replacement of 2 Sets of Bleachers	\$ 15,000	\$ 14,797
Boreham Park (also known as Arkell Park) - Playground area	\$ 138,515	\$ 141,429
Puslinch Lake - Pedestrian Access and Signage	\$ 10,000	\$ 2,288
Pickup truck - 1/2 ton - Crew Cab	\$ 55,000	\$ 55,894
Kubota Lawn Tractor	\$ 23,843	\$ 21,471
Landscape Trailer	\$ 8,000	\$ 8,931
Other Allocated/Budgeted Projects in the 2024 Capital Budget and Forecast	\$ 1,079,352	\$ -
Total	\$ 2,311,814	\$ 1,083,553



REPORT FIN-2024-014

TO: Mayor and Members of Council

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: May 22, 2024

SUBJECT: 2024 Final Tax Levy and Rates
File No. F22 TAX

RECOMMENDATIONS

THAT Report FIN-2024-014 entitled 2024 Final Tax Levy and Rates be received; and

THAT the final property tax rates as identified in Schedule B and Schedule C to Report FIN-2024-014 be approved; and

THAT the final property tax due dates be established as Friday August 30, 2024 and Thursday October 31, 2024; and

THAT Council give 3 readings to By-law No. 2024-040 being a by-law for the levy and collection of property taxes for the 2024 taxation year.

Purpose

The Municipal Act, 2001 requires a municipality to adopt its final tax levy, due dates and tax rates annually through the passing of a by-law.

Background

To enable the billing of final taxes for 2024, a by-law is required to establish the levy, due dates and other administrative needs regarding the final property tax amounts. The tax rates set out in the attached schedules for the Township and the County are based on 2024 budget requirements. The Education rates are set by the Province through Ontario Regulation 400/98, as amended under the Education Act.

Due Dates

The 2024 final tax levy will be payable in two installments due August 30, 2024 and October 31, 2024. This bill will reflect the new assessed value of the property for 2024 as well as the 2024 tax rates. The amount of the 2024 interim tax bill will be deducted from the total levied with the balance being the 2024 final tax bill.

The properties enrolled in the Township's 11-month pre-authorized tax payment plan have their property tax payments withdrawn from their bank accounts in eleven installments on the fifteenth (or next business day) of each month.

Financial Implications

The tax rates indicated in Schedule B and Schedule C will generate a total 2024 levy (Township + County + Education) of \$31,101,412. The tax levies for Township, County and Education purposes are summarized in Schedule A to Report FIN-2024-014.

Applicable Legislation and Requirements

Section 290 of the Municipal Act, 2001, as amended, states that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality. On February 7, 2024 Council approved the Township's 2024 Budget in accordance with By-law No. 2024-005.

Ontario Regulation 400/98, as amended under the Education Act established the education tax rates for all property classes in 2024.

The County of Wellington established upper and lower-tier property tax ratios and tax reductions for prescribed subclasses for the year 2024 as per the County By-law No. 5860-24 dated April 25, 2024. The County adopted a by-law to establish and levy tax rates for upper tier purposes as per the County By-law number 5861-24 dated April 25, 2024. The County adopted estimates of all sums required by the County during the year 2024 for all purposes of the County and has provided a general levy on area municipalities as per By-law Number 5850-24.

Once all required by-laws and regulations have been passed, the municipal Council may levy its taxes. The Township, as a lower-tier municipality, is required to collect the County and Education tax levies and remit the amounts to them regardless of a resident's payment of property taxes.

Section 342 of the Municipal Act, 2001 allows the ability to collect taxes in one payment or by installments. The Township has elected to collect its property taxes in four installments: February 29, April 30, August 30, and October 31, 2024.

Engagement Opportunities

The 2024 final tax levy and rates are posted on the Township's website on the Property Taxes Page on [Puslinch.ca](https://puslinch.ca) and the By-laws Page on [Puslinch.ca/by-laws](https://puslinch.ca/by-laws).

Attachments

Schedule A: Summary of Tax Levies – 2024 Final

Schedule B: 2024 Property Tax Rates

Schedule C: 2024 Barber's Beach Street Lights and Cambridge Fire Special Area Tax Rates

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

**Schedule A
Summary of Tax Levies - 2024 Final**

	TAX LEVY	TOTAL TAX LEVY	SHARE %
TOWNSHIP PURPOSES			
General Purposes	\$5,358,921		
Barber's Beach Streetlights	\$728		
Cambridge Fire	\$79,677		
Total Township Purposes		\$5,439,326	17%
COUNTY PURPOSES			
County of Wellington	\$19,315,926		
Total County Purposes		\$19,315,926	62%
EDUCATION PURPOSES			
Total Education Purposes	\$6,346,160	\$6,346,160	20%
TOTAL LEVY		\$31,101,412	100%

**Schedule B
2024 Property Tax Rates**

Description	2024 Assessment	Transition Ratio	Tax Reduction	Weighted Ratio	Weighted Assessment	Tax Rate				Levy			
						Township	County	Education	Total	Township	County	Education	Total
res/farm (RT)	2,082,853,180	1.000000	0.00%	1.000000	2,082,853,180	0.00191246	0.00689335	0.00153000	0.01033580	3,983,369	14,357,826	3,186,765	21,527,960
multi-res (MT)	2,076,100	1.900000	0.00%	1.900000	3,944,590	0.00363367	0.01309736	0.00153000	0.01826103	7,544	27,191	3,176	37,912
new multi-residential (NT)	0	1.100000	0.00%	1.100000	0	0.00210370	0.00758268	0.00153000	0.01121638	0	0	0	0
farmlands (FT)	204,893,502	0.250000	0.00%	0.250000	51,223,376	0.00047811	0.00172334	0.00038250	0.00258395	97,963	353,100	78,372	529,435
commercial (CT)	185,873,713	1.491000	0.00%	1.491000	277,137,706	0.00285147	0.01027798	0.00880000	0.02192945	530,014	1,910,406	1,635,689	4,076,109
industrial (IT)	91,351,225	2.400000	0.00%	2.400000	219,242,940	0.00458990	0.01654403	0.00880000	0.02993393	419,293	1,511,317	803,891	2,734,501
large industrial (LT)	23,265,500	2.400000	0.00%	2.400000	55,837,200	0.00458990	0.01654403	0.00880000	0.02993393	106,786	384,905	204,736	696,428
pipeline (PT)	6,403,000	2.250000	0.00%	2.250000	14,406,750	0.00430303	0.01551003	0.00880000	0.02861306	27,552	99,311	56,346	183,209
shopping centre (ST)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
managed forests (TT)	16,870,100	0.250000	0.00%	0.250000	4,217,525	0.00047811	0.00172334	0.00038250	0.00258395	8,066	29,073	6,453	43,592
res/farm farmland class 1 (R1)	789,000	1.000000	25.00%	0.750000	591,750	0.00143434	0.00517001	0.00114750	0.00775185	1,132	4,079	905	6,116
residential taxable shared (RH)	0	1.000000	0.00%	1.000000	0	0.00191246	0.00689335	0.00153000	0.01033580	0	0	0	0
commercial excess/vacant unit (CU)	6,539,300	1.491000	0.00%	1.491000	9,750,096	0.00285147	0.01027798	0.00880000	0.02192945	18,647	67,211	57,546	143,403
commercial vacant land (CX)	1,950,400	1.491000	0.00%	1.491000	2,908,046	0.00285147	0.01027798	0.00880000	0.02192945	5,562	20,046	17,164	42,771
commercial farmland class 1 (C1)	0	1.000000	25.00%	0.750000	0	0.00143434	0.00517001	0.00114750	0.00775185	0	0	0	0
commercial taxable shared (CH)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
commercial vacant land taxable shared (CJ)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
commercial small scale on farm (C7)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00220000	0.01532945	0	0	0	0
Office Building Taxable (DT)	536,300	1.491000	0.00%	1.491000	799,623	0.00285147	0.01027798	0.00880000	0.02192945	1,529	5,512	4,719	11,761
parking lot (GT)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
industrial-hydro (IH)	717,000	2.400000	0.00%	2.400000	1,720,800	0.00458990	0.01654403	0.00880000	0.02993393	3,291	11,862	6,310	21,463
industrial vacant land shared (IJ)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00880000	0.02993393	0	0	0	0
industrial excess land shared (IK)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00880000	0.02993393	0	0	0	0
industrial excess land (IU)	2,709,100	2.400000	0.00%	2.400000	6,501,840	0.00458990	0.01654403	0.00880000	0.02993393	12,434	44,819	23,840	81,094
large industrial excess land (LU)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00880000	0.02993393	0	0	0	0
industrial vacant land (IX)	29,573,600	2.400000	0.00%	2.400000	70,976,640	0.00458990	0.01654403	0.00880000	0.02993393	135,740	489,266	260,248	885,254
industrial small scale on farm business 2 (IO)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00880000	0.02993393	0	0	0	0
industrial farmland class 1 (I1)	0	1.000000	25.00%	0.750000	0	0.00143434	0.00517001	0.00114750	0.00775185	0	0	0	0
industrial small scale on farm (I7)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00220000	0.02333393	0	0	0	0
shopping centre excess land (SU)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
Total	2,656,401,020				2,802,112,063					5,358,921	19,315,926	6,346,160	31,021,007

Schedule C

2024 Barber's Beach Street Lights Special Area Tax Rates

Description	2024 Assessment	Transition Ratio	Tax Reduction	Weighted Ratio	Weighted Assessment	Township Tax Rate	Township Levy
res/farm (RT)	19,534,000	1.000000	0.00%	1.000000	19,534,000	0.00003727	728
multi-res (MT)	0	1.900000	0.00%	1.900000	0	0.00007081	0
new multi-residential (NT)	0	1.100000	0.00%	1.100000	0	0.00004099	0
farmlands (FT)	0	0.250000	0.00%	0.250000	0	0.00000932	0
commercial (CT)	0	1.491000	0.00%	1.491000	0	0.00005557	0
industrial (IT)	0	2.400000	0.00%	2.400000	0	0.00008944	0
large industrial (LT)	0	2.400000	0.00%	2.400000	0	0.00008944	0
pipeline (PT)	0	2.250000	0.00%	2.250000	0	0.00008385	0
shopping centre (ST)	0	1.491000	0.00%	1.491000	0	0.00005557	0
managed forests (TT)	0	0.250000	0.00%	0.250000	0	0.00000932	0
res/farm farmland class I (R1)	0	1.000000	25.00%	0.750000	0	0.00002795	0
residential taxable shared (RH)	0	1.000000	0.00%	1.000000	0	0.00003727	0
commercial excess/vacant unit (CU)	0	1.491000	0.00%	1.491000	0	0.00005557	0
commercial vacant land (CX)	0	1.491000	0.00%	1.491000	0	0.00005557	0
commercial farmland class 1 (C1)	0	1.000000	25.00%	0.750000	0	0.00002795	0
commercial taxable shared (CH)	0	1.491000	0.00%	1.491000	0	0.00005557	0
commercial vacant land taxable shared (CJ)	0	1.491000	0.00%	1.491000	0	0.00005557	0
commercial small scale on farm (C7)	0	1.491000	0.00%	1.491000	0	0.00005557	0
Office Building Taxable (DT)	0	1.491000	0.00%	1.491000	0	0.00005557	0
parking lot (GT)	0	1.491000	0.00%	1.491000	0	0.00005557	0
industrial-hydro (IH)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial excess land shared (IJ)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial excess land shared (IK)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial excess/vacant unit (IU)	0	2.400000	0.00%	2.400000	0	0.00008944	0
large industrial excess land (LU)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial vacant land (IX)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial small scale on farm business 2 (IO)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial farmland class 1 (I1)	0	1.000000	25.00%	0.750000	0	0.00002795	0
industrial small scale on farm (I7)	0	2.400000	0.00%	2.400000	0	0.00008944	0
shopping centre excess land (SU)	0	1.491000	0.00%	1.491000	0	0.00005557	0
Total	19,534,000				19,534,000		728

Schedule C

2024 Cambridge Fire Special Area Tax Rates

Description	2024 Assessment	Transition Ratio	Tax Reduction	Weighted Ratio	Weighted Assessment	Township Tax Rate	Township Levy
res/farm (RT)	222,547,200	1.000000	0.00%	1.000000	222,547,200	0.00035349	78,669
multi-res (MT)	0	1.900000	0.00%	1.900000	0	0.00067164	0
new multi-residential (NT)	0	1.100000	0.00%	1.100000	0	0.00038884	0
farmlands (FT)	4,561,800	0.250000	0.00%	0.250000	1,140,450	0.00008837	403
commercial (CT)	678,400	1.491000	0.00%	1.491000	1,011,494	0.00052706	358
industrial (IT)	0	2.400000	0.00%	2.400000	0	0.00084838	0
large industrial (LT)	0	2.400000	0.00%	2.400000	0	0.00084838	0
pipeline (PT)	0	2.250000	0.00%	2.250000	0	0.00079536	0
shopping centre (ST)	0	1.491000	0.00%	1.491000	0	0.00052706	0
managed forests (TT)	2,799,700	0.250000	0.00%	0.250000	699,925	0.00008837	247
res/farm farmland class I (R1)	0	1.000000	25.00%	0.750000	0	0.00026512	0
residential taxable shared (RH)	0	1.000000	0.00%	1.000000	0	0.00035349	0
commercial excess/vacant unit (CU)	0	1.491000	0.00%	1.491000	0	0.00052706	0
commercial vacant land (CX)	0	1.491000	0.00%	1.491000	0	0.00052706	0
commercial farmland class 1 (C1)	0	1.000000	25.00%	0.750000	0	0.00026512	0
commercial taxable shared (CH)	0	1.491000	0.00%	1.491000	0	0.00052706	0
commercial vacant land taxable shared (CJ)	0	1.491000	0.00%	1.491000	0	0.00052706	0
commercial small scale on farm (C7)	0	1.491000	0.00%	1.491000	0	0.00052706	0
Office Building Taxable (DT)	0	1.491000	0.00%	1.491000	0	0.00052706	
parking lot (GT)	0	1.491000	0.00%	1.491000	0	0.00052706	0
industrial-hydro (IH)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial excess land shared (IJ)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial excess land shared (IK)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial excess/vacant unit (IU)	0	2.400000	0.00%	2.400000	0	0.00084838	0
large industrial excess land (LU)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial vacant land (IX)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial small scale on farm business 2 (IO)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial farmland class 1 (I1)	0	1.000000	25.00%	0.750000	0	0.00026512	0
industrial small scale on farm (I7)	0	2.400000	0.00%	2.400000	0	0.00084838	0
shopping centre excess land (SU)	0	1.491000	0.00%	1.491000	0	0.00052706	0
Total	230,587,100				225,399,069		79,677



REPORT ADM-2024-026

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Interim CAO

PRESENTED BY: Courtenay Hoytfox, Interim CAO

MEETING DATE: May 22, 2024

SUBJECT: Proposed Shooting Range By-law Development Process

RECOMMENDATION

That Report ADM-2024-026 entitled Proposed Shooting Range By-law Development Process be received; and

That Council endorse the proposed timeline, scope of work, and costing for the project as outlined throughout the report.

Purpose

The purpose of this report is to provide for Council's consideration a proposed timeline, scope of work, and costing for a Shooting Range By-law to promote compatibility between the different land uses to minimize conflicts and adverse impacts.

Background

At the May 1, 2024 Council meeting, Council heard a delegation by neighbours of the Galt Sportsman Gun Club regarding nuisance impacts and resolved as follows:

Resolution No. 2024-151: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

Whereas section Section 129 of the Municipal Act, 2001 S.O. 2001, c.25, as amended act states a local municipality may,

(a) prohibit and regulate with respect to noise, vibration, odour, dust and outdoor illumination, including indoor lighting that can be seen outdoors; and

(b) prohibit the matters described in clause (a) unless a permit is obtained from the municipality for those matters and may impose conditions for obtaining, continuing to

hold and renewing the permit, including requiring the submission of plans. 2006, c. 32, Sched. A, s 69.; and

Whereas the now superseded Provincial Document - Sound Level Limits for Stationary Sources in Class 3 Areas (Rural) Publication NPC-232 had limited the sound level limit at a point of reception within 30 m of a dwelling to 70 dBAI if the gun club were operating before January 1, 1980 or 50 dBAI if the gun club began to operate after January 1, 1980; and

Whereas the Provincial Document Environmental Noise Guideline Stationary and Transportation Sources – Approval and Planning Publication NPC-300 under Table B-4 Exclusion Limit Values for Impulsive Sound Level (LLM, dBAI) Plane of Window – Noise Sensitive Spaces (Day/Night) indicates day/night values ranging from 40/50 to 60/55 (dependent on land classification) for more than 9 impulses in an hour; and

Whereas the Township of Clarington has included as part of its noise bylaw the maximum sound level at the point of reception caused by firearm noise from a shooting range in existence prior to 1980 to 70 dBAI and after 1980 to 50 dBAI; and

Whereas the Township of Uxbridge have enacted a shooting range bylaw limiting the maximum sound level of 60 dBAI at the point of reception caused by firearm noise from any existing shooting range and 45dBAI for any new clubs; and

Whereas residents in the vicinity of the Sportsmen's Club Galt have advised that the shooting sound emanating from the Club's shooting ranges is disturbing and excessive;

Be it resolved that staff be requested

1. To develop, in consultation with the local community, the GRCA, the Sportsmen's Club Galt, and any other regulatory agency having jurisdiction a shooting range bylaw which prescribes the maximum permitted impulse sound level at the point of reception, and includes the hours of operation; and
2. To consider the creation of a permit process for the operation of a shooting club.

CARRIED

Staff have prepared a work plan for the development of a Shooting Range By-law, as outlined in Schedule "A" of this report. To initiate this process, staff have prepared a community questionnaire and distributed it to 87 properties within the vicinity of the Galt Sportsman's Club, encompassing properties in Puslinch and North Dumfries. Feedback on this questionnaire is requested by May 31, 2024. The questionnaire is attached to this report as Schedule "B".

It is recommended that engagement efforts focus on directly impacted residents rather than a Township-wide approach. Consequently, the utilization of Engage Puslinch or a public meeting is not advised. However, staff remain available to engage in one-on-one discussions with affected residents upon request at any stage of the by-law development process.

Staff are currently exploring the possibility of seeking By-law enforcement assistance from neighboring municipalities for after-hours calls related to a proposed Shooting Range By-law. As part of this process, staff will evaluate various options for cost recovery methods within the by-law. Additionally, a complaint protocol will be established for both neighbours and the Galt Sportsman Club to encourage the involvement of By-law enforcement as a last resort.

Staff consulted with the Township's acoustical engineer to determine an appropriate decibel reading method for assessing the noise generated by a gun club. It is recommended that, for accurate noise measurement, the meter should feature an impulse detector capable of measuring dBAI. Typically, inexpensive sound meters lack this feature. The suggested meter, costs approximately \$5K USD and is versatile and suitable for various environmental measurements including impulse sound levels from gunshots. Additionally, an acoustic calibrator, costing around \$1.3K USD, is necessary for proper calibration before and after each measurement is taken. The metre and calibrator is required in order for by-law enforcement staff to administer a by-law with decibel level maximums.

Financial Implications

- By-law Legal Review Estimate \$2,500
- Firearms Noise Sound Level Metre + Calibrator Estimate \$6.3K
- Potential After Hours By-law Enforcement Support from Neighbouring Municipality \$120/hour
- Postage Costs \$160

Applicable Legislation and Requirements

Municipal Act, 2001

Firearms Act, 1995

Engagement Opportunities

Community Questionnaire

Engagement with Galt Sportsman's Club

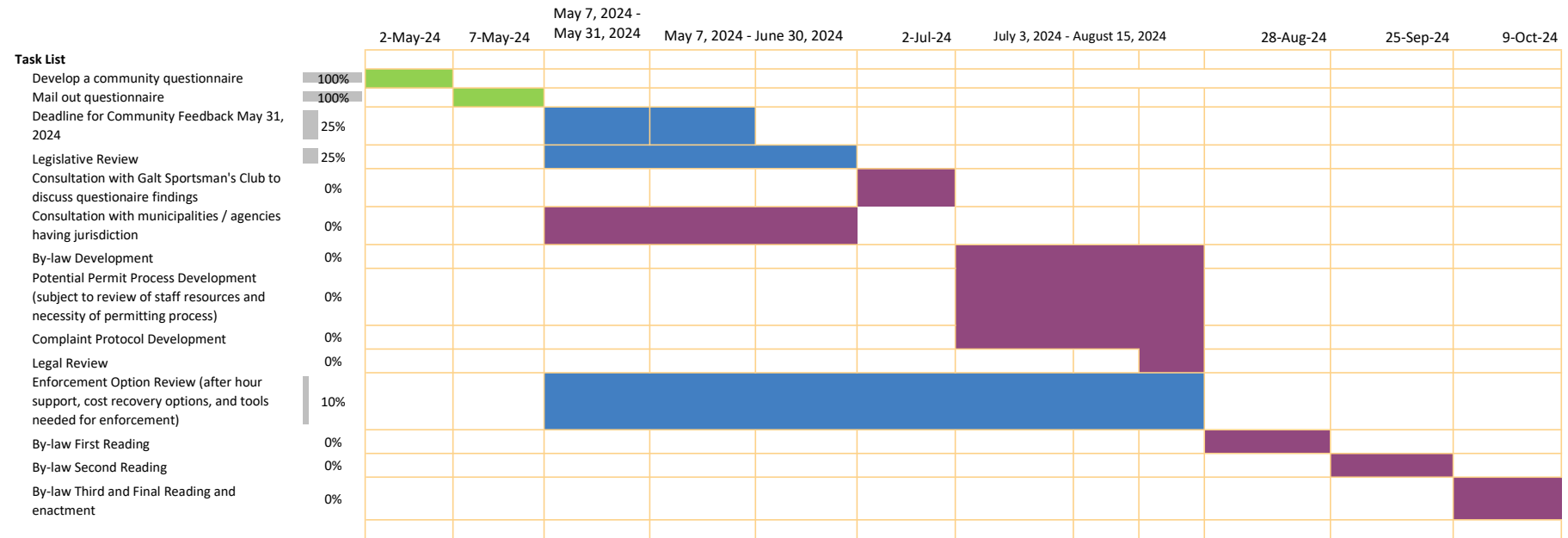
Draft By-law included on Council Agendas (3 separate dates)

Attachments

Schedule "A" Proposed Project Timeline
Schedule "B" Community Engagement Questionnaire

Respectfully submitted,

Courtenay Hoytfox
Interim CAO





Township of Puslinch Engagement Questionnaire

Proposed Shooting Range Regulatory By-law Questionnaire

Why am I receiving this notice?

The Township is seeking public feedback related to a proposed shooting range by-law that would aim to regulate and control noise from shooting ranges in the Township of Puslinch. The primary goal of a by-law is to promote compatibility between the different land uses to minimize conflicts and adverse impacts.

We want to hear your feedback!

An optional questionnaire is included below. Please complete and return the questionnaire no later than May 31, 2024 in order for your comments to be considered. Enclosed is a return envelope with pre-paid postage to return the questionnaire directly to the Township Office. **Personal information is kept confidential.**

Questionnaire:

1. Please provide your name and property address (Note this will remain confidential and will not be included in any public reports).

2. How long have you lived in your residence?

3. Currently, is the enjoyment of the property affected by the noise generated by Galt Sportsmens Gun Club (Gun Club)?

4. What day(s) of the week (if any) do you tend to experience the highest levels of noise from the Gun Club?

5. What times of the day (if at all) do you typically experience the highest levels of noise from the Gun Club? Please circle.

- a. Early morning (8:00 a.m. to 11:00 a.m.)
- b. Mid-day (11:00 a.m. to 2:00 p.m.)
- c. Afternoon (2:00 p.m. to 5:00 p.m.)
- d. Evening (5:00 p.m. to 10:00 p.m.)
- e. Not affected

6. What season(s) (if any) do you typically experience the highest levels of noise/frequency from the Gun Club? Please circle.

- a. Winter
- b. Spring
- c. Summer
- d. Fall
- e. Not affected

7. Are you a current or past member of any Gun Club?

8. Do you have a family member that is a member or is associated with the Gun Club or any other Gun Club?

9. Have you noticed a change in the noise or frequency of operations? If so, what year did you notice this change? Was there a time where the noise was acceptable?

10. Are there particular shooting facilities (i.e. handgun, shotgun, rifle, clay targets) that are causing the greatest nuisance?

11. Do you find that special events and holiday activities have increased at the Gun Club?

12. If the Township were to establish a number of special events per season for the Gun Club, what would your ideal frequency be?

13. If a By-law is established to regulate the Gun Club operations, what would be the most important aspect of the operation to regulate? Please circle one.

- a. Noise level
- b. Hours of operation
- c. Special events

14. If the Township were to establish hours and days of operation, what would be your preference?

15. Is there a decibel (dB) level that would be acceptable?

Freedom of Information Disclaimer

Information collected on this form is collected under the authority of the Municipal Act and will be used only for the purposes described in this notice. Personal information will be kept confidential. Questions regarding the collection of this information may be directed to the Township Clerk's office.

The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact the Township Clerk's office for assistance by email admin@puslinch.ca or by phone 519-763-1226.

COPY

2nd Draft Township of Puslinch Heritage Permit By-law

May 22, 2024



Legislated Timelines for Processing Heritage Alterations/Demolitions

Time for Decision on Heritage Alteration requests:

- 90 days after the notice of a complete application is served or such longer period after the notice is served as is agreed upon by the owner and the council

Timeline for Decision on Heritage Demolition or Removal Requests:

- 90 days after the notice of a complete application is served or such longer period after the notice is served as is agreed upon by the owner and the council

Offences and Restoration Costs

69 (1) Subject to subsection (2), every person who,

- (a) knowingly, furnishes false information in any application under this Act or in any statement, report or return required to be furnished under this Act or the regulations;
- (b) fails to comply with any order, direction or other requirement made under this Act; or
- (c) contravenes this Act or the regulations,

and every director or officer of a corporation who knowingly concurs in such furnishing of false information, failure or contravention is guilty of an offence and on conviction is liable to a fine of not more than \$50,000 or to imprisonment for a term of not more than one year, or to both. R.S.O. 1990, c. O.18, s. 69 (1).

Property altered in contravention of the Act

(5) Subsection (5.1) applies if,

- (a) property designated under Part IV is altered in contravention of section 33 or 34.5; or
- (b) property located in a heritage conservation district designated under Part V is altered in contravention of section 42. 2009, c. 33, Sched. 11, s. 6 (22).

Recovery of restoration costs

(5.1) In addition to any other penalty imposed under this Act, the council of the municipality or the Minister, as the case may be, may restore the property described in subsection (5) as nearly as possible to its previous condition, if it is practicable to do so, and may recover the cost of the restoration from the owner of the property. 2009, c. 33, Sched. 11, s. 6 (22).

Proposed Heritage Permit By-law

Summary of Feedback and Staff Recommendations:

Heritage Advisory Committee feedback:

- ❑. “1.3.(c)(vii) Will bring an information report to the Puslinch Heritage Advisory Committee once per calendar year, outline the Heritage Permit Waivers issued under this delegated authority” that the wording be amended to staff providing the Committee quarterly reports regarding all Heritage permits received and issued during each quarter of the calendar year.

Staff Recommendation:

- ❑ That section 1.3(c)(vii) be amended to state “Will bring an information report to the Puslinch Heritage Advisory Committee quarterly during the calendar year, outlining Heritage Alteration Permits, Heritage Demolition and Removal Permits and Heritage Permit Waivers issued under this delegated authority;”

Proposed Heritage Permit By-law

Summary of Feedback and Staff Recommendations:

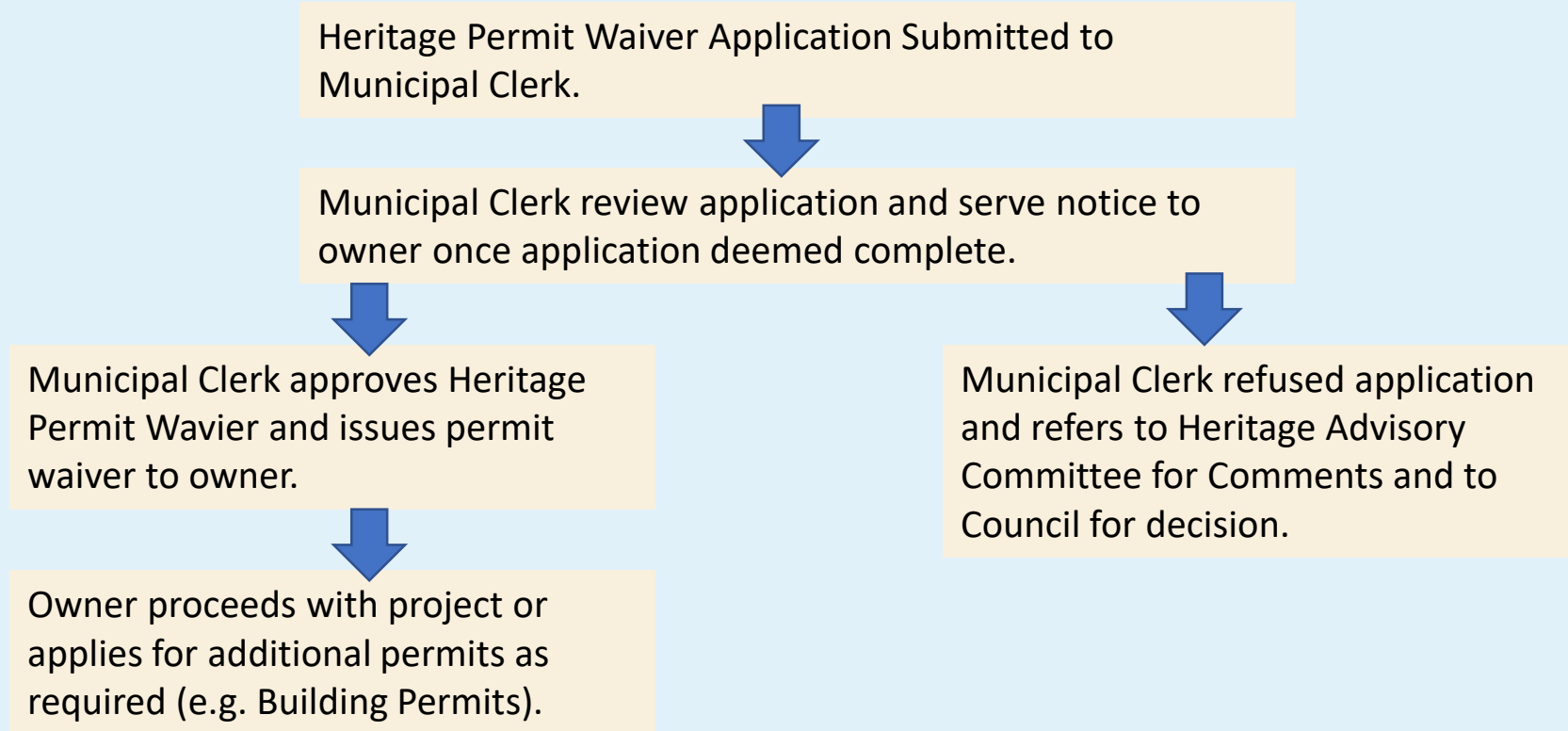
Council feedback:

- “4.1. Heritage Permit Waiver (a) A Heritage Permit Waiver may be applied for where: (i) For the alteration, construction and demolition of buildings and structures on properties designated under Section 29 of Part IV of the Act which do not impact Heritage Attributes identified in the “Statement of Cultural Heritage Value or Interest” adopted as part of the Heritage Designation By-law.”; if the work does not impact the Heritage Attributes why do we need to require a waiver? My suggestion is to include the above clause (i) under exemptions

Staff Recommendation:

- While inadvertent alterations to heritage attributes through construction would largely be captured through the building permit process, there are circumstances where a property owner could alter heritage attributes in other ways such as adding stairs to a porch or painting of masonry that was not previously painted. While many municipalities require a permit for the alterations included under the section, staff have proposed that this circumstance be addressed through an exemption waiver on a designated property. Township Staff are seeking to strike a balance of protection of designated properties and freedom of property owners to alter their property in a timely manner.

Heritage Permit Waiver Process



Proposed Heritage Permit By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

- ❑. **Heritage Permit Waiver** “4.1 (C) (iii) The Municipal Clerk shall make a decision to approve the permit or refer the permit the Heritage Advisory Committee for comment and Council for decision within 30 days of the application being deemed complete.”; not clear if Clerk does not approve whether the proponent needs to ask for a referral or will it be done automatically

Staff Recommendation:

- ❑. Clarification under Section 4.1 (C) (iii) to revise the wording to... “The Municipal Clerk shall make a decision to approve or deny the permit within 10 business days. If the Municipal Clerk denies the permit, it shall be referred to the Heritage Advisory Committee for comment and Council for decision within 30 calendar days of the application being deemed complete.”

Proposed Heritage Permit By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

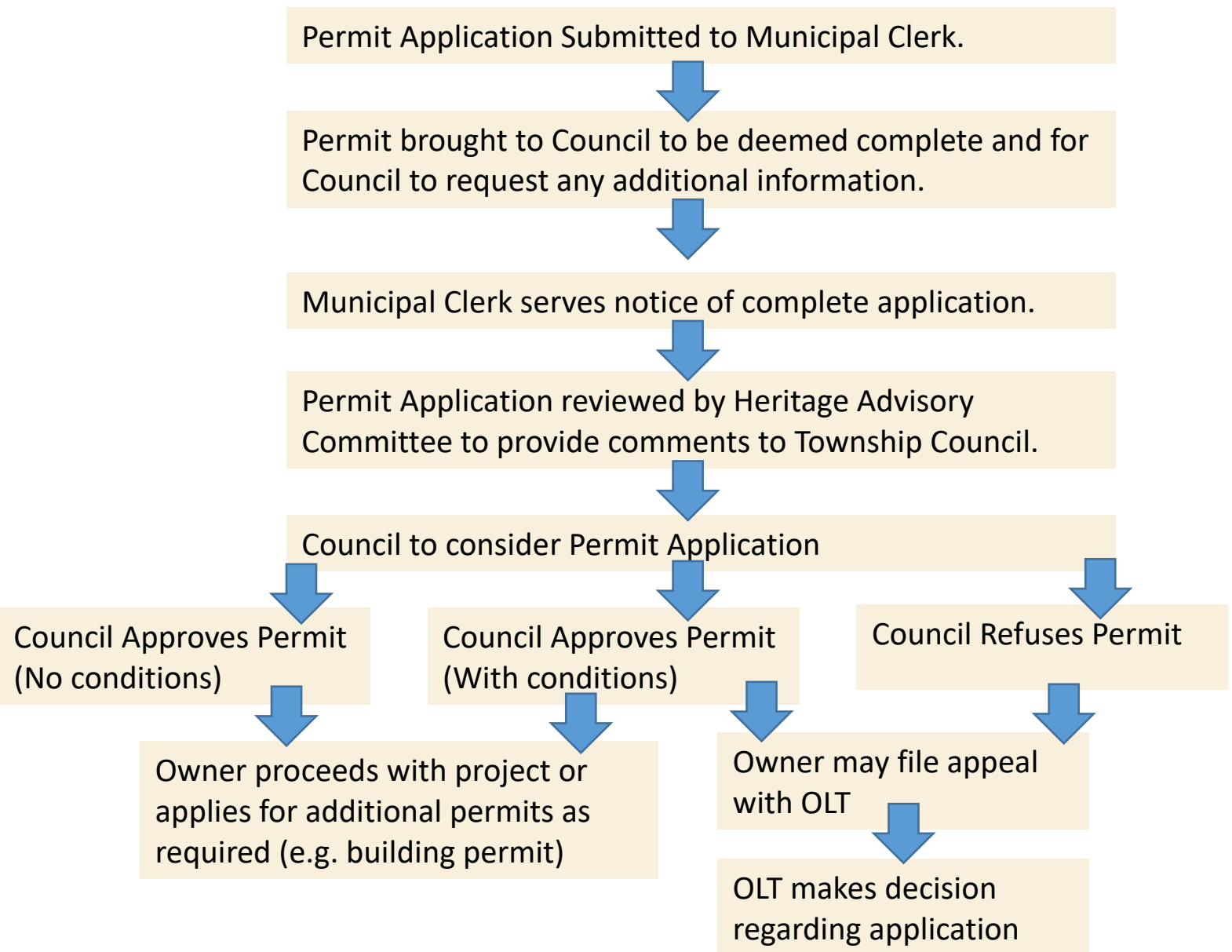
- Heritage Alteration Permit** “Section 4.2(b)(ix) Any other information related to the application as required by the Municipal Clerk or Council.”; suggest replace Council with Heritage Advisory Committee

Staff Recommendation:

- Staff have prepared the following process matrixes which outline how the process changes depending on how authority is delegated for requesting additional information and deeming an application complete.



The process below outlines the Alteration Heritage Permit Process if Council **retains the authority** to deem applications complete and **retains the authority** to request additional information.





TOWNSHIP OF
PUSLINCH
EST. 1850

The process below outlines the Alteration Heritage Permit Process if the Municipal Clerk is provided **delegated authority** to deem applications complete and Section 4.2(b)(ix) is **amended** to state “Any other information related to the application as required by the Municipal Clerk or **Heritage Advisory Committee**”

Permit Application Submitted to Municipal Clerk.

Permit Application brought to Heritage Advisory Committee determine if additional information is requested (Special Meeting may be required)

Heritage Advisory Committee or Municipal Clerk request additional information

Applicant submits additional information and the Municipal Clerk deems the application complete and serves notice of the complete application.

Heritage Advisory Committee or Municipal Clerk do not require additional information, and Municipal Clerk deems the application complete and serves notice of the complete application.

Permit Application reviewed by Heritage Advisory Committee to provide comments to Township Council (Special Meeting may be required)

Council to Consider Permit Application

Council Approves Permit (No conditions)

Owner proceeds with project or applies for additional permits as required (e.g. building permit)

Council Approves Permit (With conditions)

Owner may file appeal with OLT

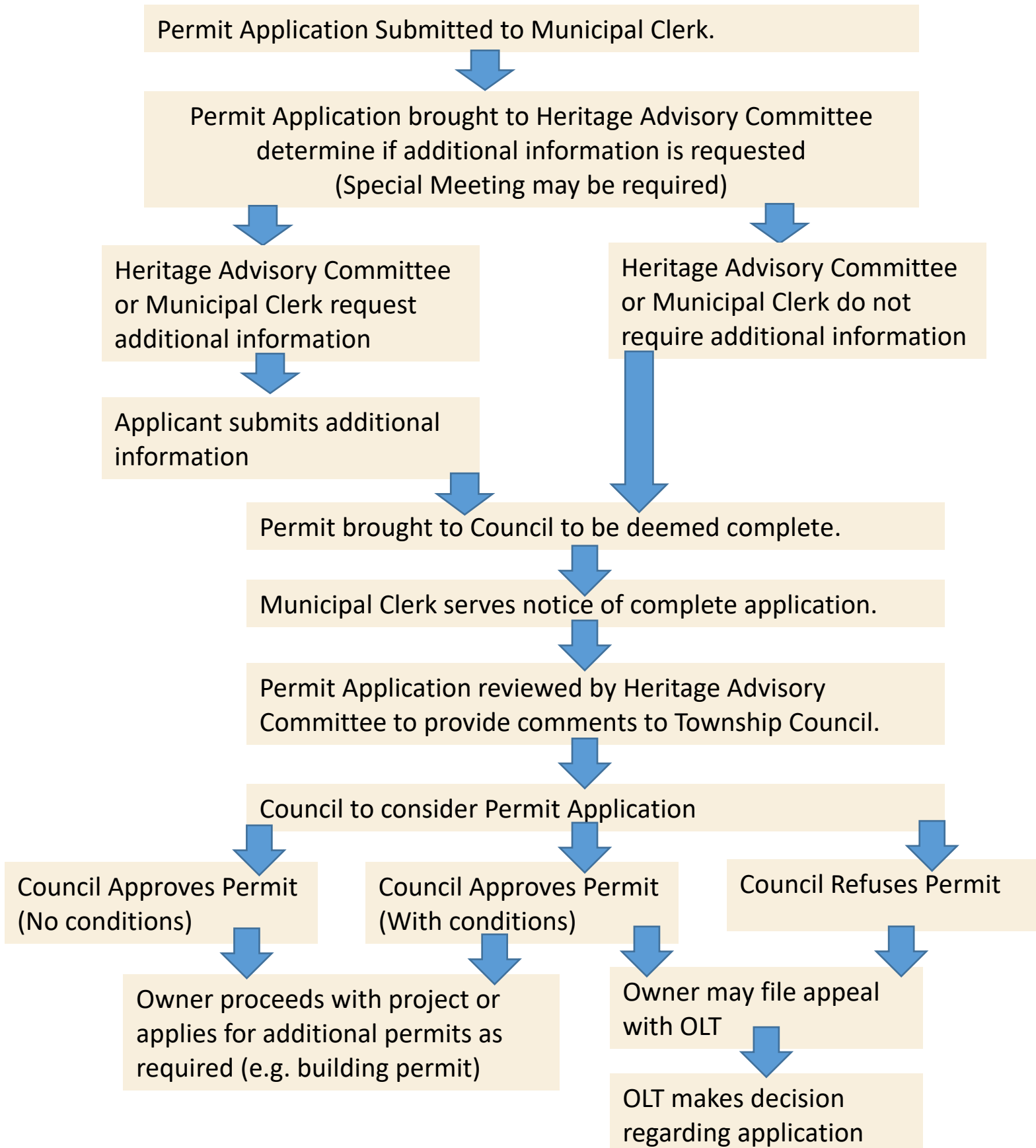
OLT makes decision regarding application

Council Refuses Permit



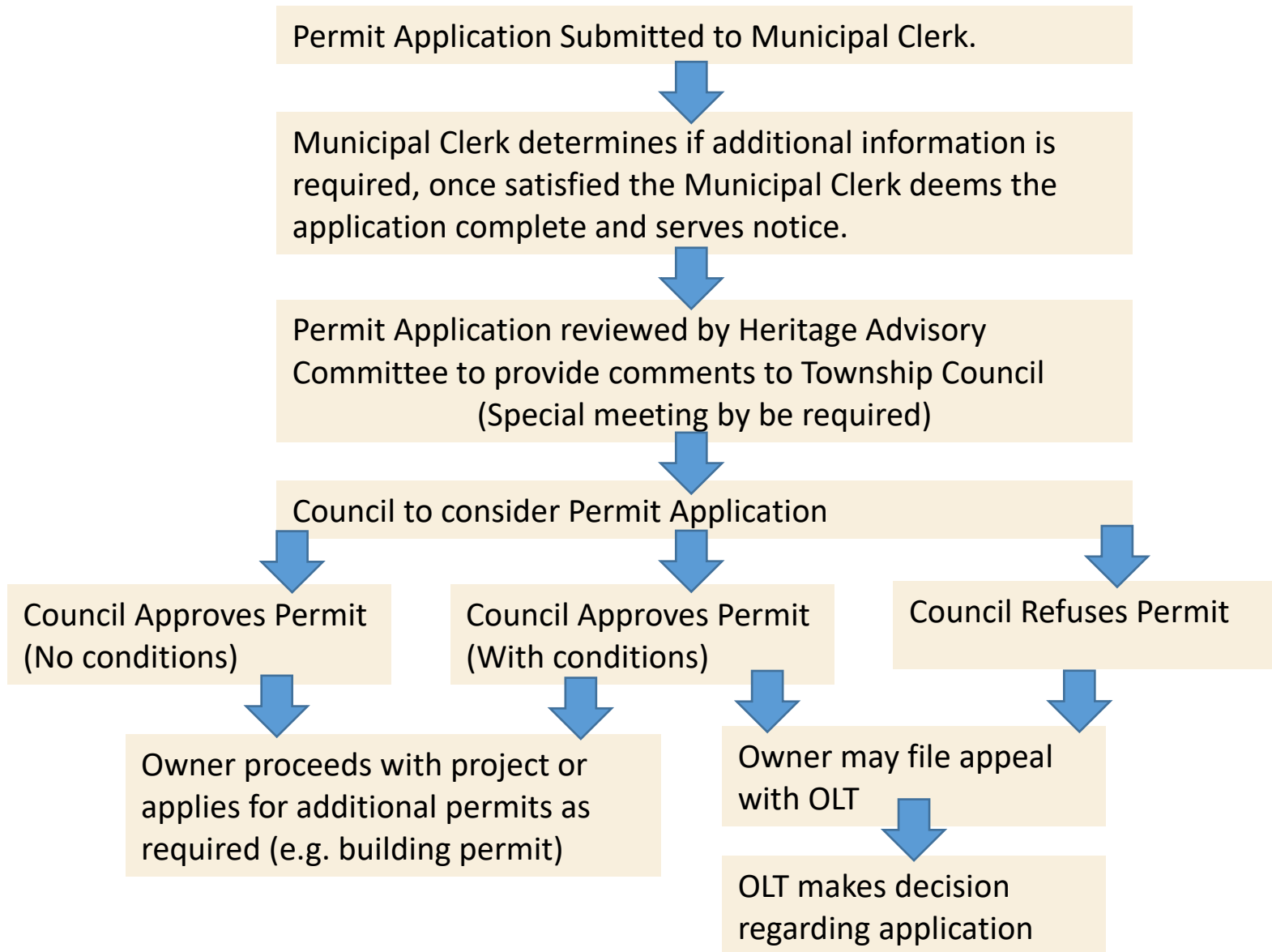
TOWNSHIP OF
PUSLINCH
EST. 1850

The process below outlines the Alteration Heritage Permit Process if the Council **maintains** its authority to deem applications complete and Section 4.2(b)(ix) is **amended** to state “Any other information related to the application as required by the Municipal Clerk or **Heritage Advisory Committee**”





The process below outlines the Alteration Heritage Permit Process if the Municipal Clerk is provided **delegated authority** to deem applications complete and Section 4.2(b)(ix) is **amended** to state “Any other information related to the application as required by the Municipal Clerk ~~or Council.~~”



Proposed Heritage Permit By-law

Summary of Feedback and Staff Recommendations:

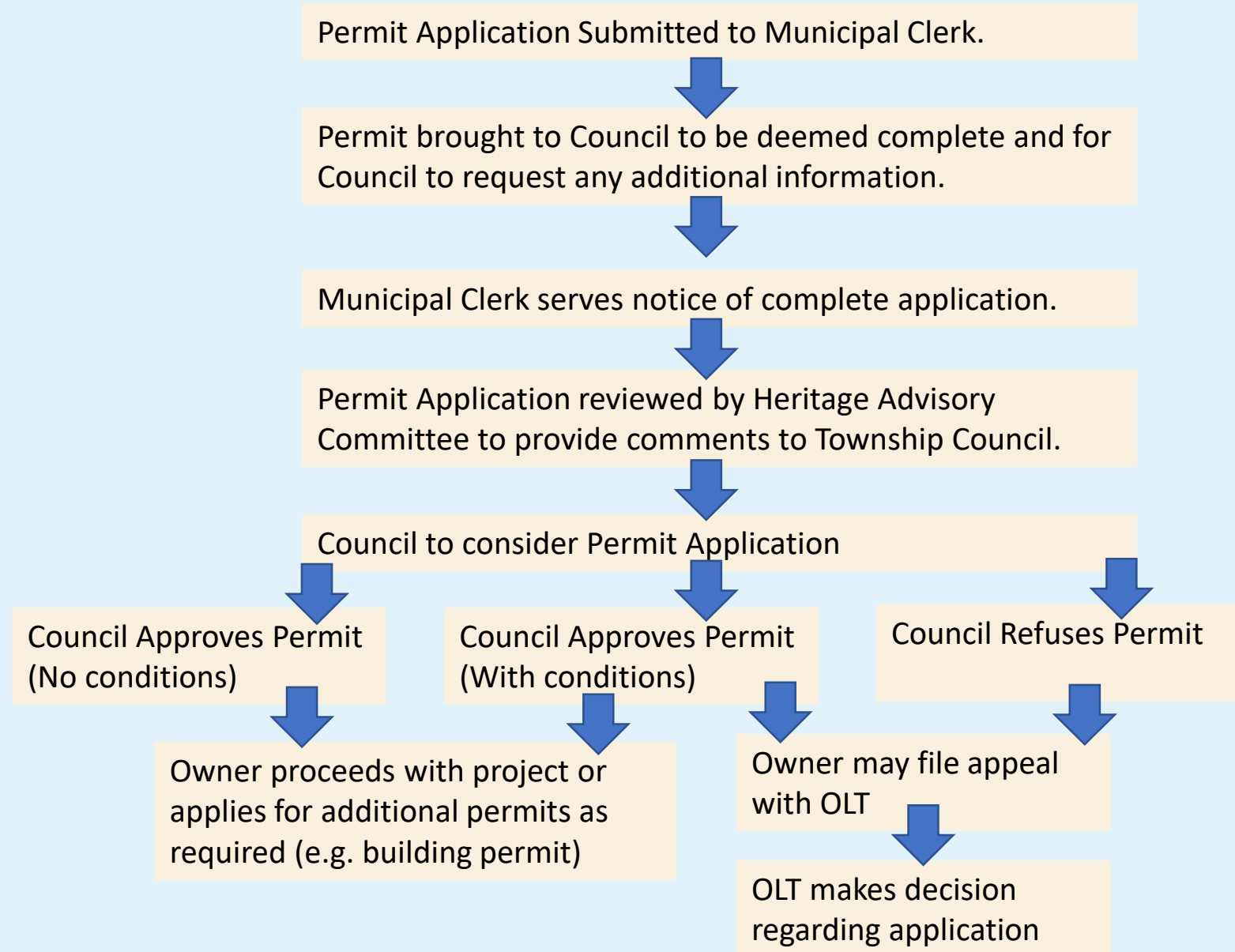
Council feedback:

- Heritage Demolition and Removal Permit** “Section 4.3(b)(ix) Any other information related to the application as required by the Municipal Clerk or Council.”; suggest replace Council with Heritage Advisory Committee

Staff Recommendation:

- Council cannot delegate authority with respect to applications for demolition therefore staff recommend that this wording remain the same, in accordance with the legislation, Council has the authority to deem the application complete and to require additional information. The Heritage Advisory Committee would be providing comments to Council for consideration through the process.

Heritage Demolition or Removal Permit Process



Proposed Heritage Permit By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

- Heritage Alteration Permit** “Section 4.2 (C) (ii) Council shall upon receiving all information and material required, serve notice on the applicant informing them that the application is complete.”; why can’t the Clerk do this?
- Heritage Demolition and Removal Permit** “Section 4.3(c)(ii) Council shall upon receiving all information and material required shall serve notice on the applicant informing them that the application is complete.”; why can’t Clerk do this?

Staff Recommendation:

- Council can delegate its authority to staff to grant applications to alter under the Ontario Heritage Act. If Council delegates its authority to staff to deem the application complete Council must make a decision within 90 days unless otherwise agreed upon by the applicant. Council will need to be satisfied with the documentation required by staff as there would be limited opportunity for Council to request additional information.
- Council cannot delegate its authority to grant applications to demolish under the Ontario Heritage Act. Therefore staff recommend that Section 4.2 (C) (ii) to revise the wording to... “The Municipal Clerk shall, following Council deeming the application complete, serve notice on the applicant informing them that the application is deemed complete.”

Proposed Heritage Permit By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

- Heritage Alteration Permit** “Section 4.2(C)(iii) Council shall consult with its Heritage Advisory Committee prior to making a decision.”; suggest reword along the lines “The Clerk shall provide the information and material to the Heritage Advisory Committee who shall provide their opinion to Council when it makes a decision”
- Heritage Demolition and Removal Permit** “Section 4.3 (c)(iii) Council shall consult with its Heritage Advisory Committee prior to making a decision.”; suggest reword along the lines “The Clerk shall provide the information and material to the Heritage Advisory Committee who shall provide their opinion to Council when it makes a decision”

Staff Recommendation:

- Clarification under Section 4.2 (C) (iii) to revise the wording to... “The Municipal Clerk shall provide the application once deemed complete to the Heritage Advisory Committee who shall provide their opinion to Council when it makes a decision.”
- Clarification under Section 4.3 (C) (iii) to revise the wording to... “The Municipal Clerk shall provide the application once deemed complete to the Heritage Advisory Committee who shall provide their opinion to Council when it makes a decision.”

Proposed By-law Engagement

- Survey launched March 28th through EngagePuslinch
 - Mailed with 2024 Open House Invitations to properties of interest
 - Shared during the 2024 Open House presentation and recording posted on Township website
 - Banner on Township Website
 - Public notice on Township Website
 - Shared through Social Media
- Survey Results
 - 33 people visited the Heritage Permit By-law Engagement Page
 - 10 people viewed the survey
 - 1 person submitted the survey
 - Their biggest concerns when seeking to make alterations to their property was conditions that may be imposed as part of a permit and the length of time for a permit to be processed.
 - They stated that the Heritage Permit Wavier was a good provision

Timeline and Next Steps

- March 20, 2024 Council review the 1st draft of the proposed by-law
- March 28, 2024 Launch of EngagePuslinch Survey
- April 11, 2024 Open House for 2024 Priority Properties
- May 6, 2024 Heritage Advisory Committee review of Council's comments on 1st draft of the proposed by-law
- May 22, 2024 Council consideration of 2nd draft of the proposed by-law
- June 12, 2024 Council consideration of 3rd draft of proposed by-law for adoption

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 0XX-2024

Being a by-law to establish a Heritage Permit Process and a by-law to delegate the power to grant Heritage Permits for the alteration of designated heritage properties.

WHEREAS Sections 33(15) and 33(16) of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended (“the Act”), the Council of a municipality may by by-law delegate the power to consent to alterations to property designated under Part IV to an employee or official of the municipality after having consulted with its municipal heritage committee;

AND WHEREAS Section 23.2(1)(c) of the Municipal Act, 2001, S.O. 2001, c.25, as amended (“the Municipal Act”), permits a municipality to delegate certain legislative and quasi-judicial powers to an individual who is an officer, employee or agent of the municipality;

AND WHEREAS the Council of the Corporation of the Township of Puslinch has consulted with the Heritage Advisory Committee;

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

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1. GENERAL

1.1. Short Title

- (a) This By-law may be referred to as the “Heritage Permit By-law”

1.2. Administration

- (a) The Municipal Clerk or their designate shall be responsible for the administration of this By-law.
- (b) This By-law applies to all Property in the Corporation of the Township of Puslinch (the Township) in accordance with Ontario Heritage Act. R.S.O. 1990, c. 0.18, as amended

1.3. Delegated Authority

- (a) The Municipal Clerk or their designate is authorized and has the delegated authority to:
- (i) Consent to the alteration of properties designated under Part IV of the Act, through the granting of Heritage Permit Exemption Waivers;
 - ~~(i)~~(ii) Deem applications for Heritage Permits complete;
 - (iii) Extend the timeline in which alterations proposed in a previously approved Heritage Permit can be undertaken if the Owner is not able to complete the works within the required timeline.
 - ~~(ii)~~(iv) Appoint a peer review consultant or other technical expert to fulfill the role or duties of an inspector for the purposes of this By-law;
 - ~~(iii)~~(v) Permit alterations required for an emergency repair or to address health and safety or security issues with or without submission of an application. All emergency approvals shall be reported to the next Council and Committee meeting.
- (b) The delegated authority in Section 1.3.(a)(i) and (ii) is limited to the following alterations to properties designated under Section 29 of Part IV of the Act which do not impact Heritage Attributes identified in the “Statement of Cultural Heritage Value or Interest” adopted as part of the Heritage Designation By-law:
- (i) Exterior repainting of part or the whole of a building or structure;
 - (ii) Alterations to roofing material and colour;
 - (iii) Addition/removal/replacement of, or alterations to, permanent hard landscaping features, including but not limited to walkways, driveways, patios, planters, fences, gates, walls, trellises, arbours and gazebos;
 - (iv) Addition/removal/replacement of, or alteration to, signage;
 - (v) Addition/removal/replacement of, or alteration to, exterior lighting;
 - (vi) Addition/removal/replacement of, or alteration to, basement windows and window wells;
 - (vii) Addition/removal/replacement of, or alteration to non-heritage features, including but not limited to doors, trim, shutters, railings, stairs, porch flooring, columns, brackets, and decorative features;
 - (viii) Addition/removal/replacement of, or alteration to non-heritage features, including additions or outbuildings;
 - (ix) Construction of detached accessory structures, which do not impact the heritage attributes of the property; and,
 - (x) Temporary measures reasonably necessary to deal with an emergency which puts the security or integrity of a building or structure at risk of damage.
- (c) In exercising the delegated authority in Section 1.3.(a) the Municipal Clerk:
- (i) May grant a Heritage Permit Exemption Waiver to alter a Designated Heritage Property; or
 - (ii) May grant an extension or re-issuance of Heritage Permits previously considered by the Committee and approved by Council, where the proposal and relevant policy framework are substantially unchanged since the initial approval;
 - (iii) May refer a Heritage Exemption Waiver application to alter a Designated Heritage Property to the Committee and Council;
 - (iv) Shall prescribe and supply the forms required to apply for a Heritage Permit Exemption Waiver and Heritage Permit;

- (v) May issue, receive and process notices under any section of the Act;
- (vi) May receive and issue notices of complete or incomplete application for Heritage Permits pursuant to Section 33 and Section 34 of the Act;
- (vii) Will bring an information report to the Puslinch Heritage Advisory Committee once quarterly—every— during the calendar year, outlining Heritage Alteration Permits, Heritage Demolition and Removal Permits and Heritage Permit ~~Exemption~~—Waivers issued under this delegated authority;

(d) In addition, the Municipal Clerk, Committee, or Council may require:

- (i) A Heritage Conservation Plan or Heritage Impact Assessment, prepared by a qualified architect and/or engineer licensed to practice in the Province of Ontario or heritage consultant specializing in the subject heritage resource.
- (ii) Any other information relating to the application may be required by the Municipal Clerk, Committee or Council.

(e) Notwithstanding Section 1.3(a) of this by-law, Council shall retain all powers and authority under the Act, for the following matters:

- (i) Refusal of a Heritage Permit under 33(6)(a)(iii) of the Act;
- (ii) Approval of applications to demolish or remove properties designated under Part IV of the Act.

1.4. Severability

- (a) If a court of competent jurisdiction declares any section, or any part of any section, of this By-law to be invalid, or to be of no force or effect, it is the intention of the Township that every other provision of this By-law be applied and enforced in accordance with its terms to the extent possible according to law.

1.5. Responsibility for Other Obligations

- (a) Compliance with this By-law does not relieve the Owner from any responsibility to obtain any other approvals as required from any other government or authority, or compliance with any other obligations.

2. DEFINITIONS

- (a) “Act” means the Ontario Heritage Act, R.S.O. 1990, C.O.18, as amended from time to time; and all definitions included therein;
- (b) “Alter” means to change in any manner and includes to restore, renovate, repair or disturb but does not include to demolish or remove a heritage attribute.
- (c) “Applicant” means the Owner of a Property and includes a Person authorized in writing to act on behalf of the Owner of the Property to apply for a Permit.
- (d) “Application” means a written submission to request or amend a permit, in a form prescribed by the Township.
- (e) “Building” means a permanent or temporary enclosed structure with exterior walls and a roof, and including all attached equipment and fixtures that cannot be removed without cutting into roof or ceiling, floors, or walls.;
- (f) “Clerk” means the “Clerk” for the Township of Puslinch.
- (g) “Committee” means the Township of Puslinch Heritage Advisory Committee.
- (h) “Council” means the Council of the Township.
- (i) “Designated Property” means real property in the Township, including all buildings, structures, and other features thereon, that has been designated under Part IV of the Act, or is subject to a

Notice of Intention to Designate under Section 29 of Part IV of the Act, for having cultural heritage value or interest.

- (j) "Heritage Attribute" means, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest.
- (k) "Heritage Permit" means a Permit issued by the Township pursuant to the provisions of this by-law.
- (l) "Inspector" means any person designated by this or any other By-law(s) of the Township as an Inspector or agent of the Township or any persons appointed for the purposes of enforcing this By-law, and includes the Chief Building Official, Building Inspectors, and By-law Enforcement Officers.
- (m) "Maintenance" means the routine, cyclical, non-destructive actions, necessary to slow the deterioration of the Designated Property including the following:
 - a. gardening and repair of landscape features;
 - b. repainting where there is little or no change in colour;
 - c. caulking and weather proofing.
- (n) "Owner" means the registered Owner(s) of the Property.
- (o) "Permit" means a formal authorization issued by the Township under this By-law.
- (p) "Person" includes an individuals, firms, sole proprietorships, partnerships, associations, trusts, corporations, directors and officers of corporations, trustees, and agents, and the heirs, executors, assigns or other legal representatives of a person to whom the context can apply in law.

3. EXEMPTIONS

3.1. Exemptions in this By-law

- (a) An owner of a designated heritage property does not require a permit for the following:
 - (i) All interior work, except where specifically designated by designation by-law or easement passed under the Act;
 - (ii) Typical backyard features that are not readily visible from the public realm such as a patio, garden and tool shed, gazebo, dog house and other small outbuildings less than 10 square metres in size;
 - (iii) Landscaping which does not require heavy machinery and which will not significantly change the appearance of the property; and
 - (iv) Maintenance as defined in this by-law.
- (b) Consultation with staff on the need for an application is recommended.

4. APPLICATION REQUIREMENTS AND PROCESS

4.1. Heritage Permit ~~Exemption~~ Waiver

- (a) A Heritage Permit ~~Exemption~~ Waiver may be applied for where:
 - (i) For the alteration, construction and demolition of buildings and structures on properties designated under Section 29 of Part IV of the Act which do not impact Heritage Attributes identified in the "Statement of Cultural Heritage Value or Interest" adopted as part of the Heritage Designation By-law.
- (b) Application Requirements for a Heritage Permit ~~Exemption~~ Waiver:
 - (i) A complete application must be submitted using the prescribed form, as amended from time to time;
 - (ii) There shall be no application or administrative fee for a Permit;
 - (iii) The Owner shall be responsible for any third-party cost and recoveries if an external review is required as determined by the ~~Designated Official~~ Municipal Clerk;
 - (iv) A site plan or sketch showing the location of the proposed work on the property;
 - (v) A statement of the proposed work including an indication if the proposed alteration is likely to affect the property's heritage attributes;

- (vi) Any drawings, specifications, photographs, paint chips, or additional notes as necessary to fully explain the work to be undertaken;
 - (vii) Approvals of authorities having jurisdiction (Conservation Authority, Source Water Protection); and,
 - (viii) An affidavit or a sworn declaration by the owner/applicant certifying that the information required and provided is accurate.
- (c) Approval/Refusal Process for a Heritage Permit ~~Exemption~~ Waiver:
- (i) All Heritage Permit Exemption Waiver are subject to the Municipal Clerk's review.
 - (ii) The Municipal Clerk shall upon receiving all information and material required serve notice on the applicant informing them that the application is complete.
 - (iii) The Municipal Clerk shall make a decision to approve or deny the permit within 10 business days. If the Municipal Clerk denies the permit, it will be automatically referred to or refer the permit the Heritage Advisory Committee for comment and Council for decision within 30 calendar days of the application being deemed complete.

4.2. Heritage Alteration Permit

- (a) A Heritage Alteration Permit must be applied for where:
- (i) For the construction or alteration of building or structures on properties designated under Section 29 of Part IV of the Act impact Heritage Attributes identified in the "Statement of Cultural Heritage Value or Interest" adopted as part of the Heritage Designation By-law.
- (b) Application Requirements for a Heritage Alteration Permit:
- (i) A complete application must be submitted using the prescribed form, as amended from time to time;
 - (ii) There shall be no application or administrative fee for a Heritage Permit;
 - (iii) The Owner shall be responsible for any third-party cost and recoveries if an external review is required as determined by the ~~Designated Official~~ Municipal Clerk;
 - (iv) A site plan or sketch showing the location of the proposed work on the property;
 - (v) A statement of the proposed work including an accompanying brief rationale which addresses alterations likely to affect the property's heritage attributes as described in the designation by-law;
 - (vi) Any drawings, specifications, photographs, paint chips, or additional notes as necessary to fully explain the work to be undertaken;
 - (vii) As may be required, a Heritage Conservation Plan by a Built Heritage Specialist;
 - (viii) As may be required, a Heritage Impact Statement prepared by a Built Heritage Specialist;
 - (ix) Approvals of authorities having jurisdiction (Conservation Authority, Source Water Protection);
 - (x) An affidavit or a sworn declaration by the owner/applicant certifying that the information
 - (xi) required and provided is accurate; and,
 - (xii) Any other information related to the application as required by the Municipal Clerk or Council.
- (c) Approval/Refusal Process for a Heritage Permit:
- (i) Council approval is required for all Heritage Permit Applications.
 - (ii) ~~The Municipal Clerk Council~~ shall upon receiving all information and material required, serve notice on the applicant informing them that the application is complete.
 - (iii) ~~The Municipal Clerk Council~~ shall provide the application and supporting materials once deemed complete to the -consult with its- Heritage Advisory Committee who shall provide their opinion to Council when it makes a decision. -meeting prior to making a decision.
 - (iv) Council shall make a decision in accordance with the legislated timelines under Section 33(7) of the Act and issue notice in accordance with Section 33(6).
 - (v) If Council approves a permit with conditions or refuses a permit, the owner, within 30 days after receipt of the notice may appeal Council's decision to the Tribunal by giving notice of the appeal to the Tribunal and the clerk of the municipality setting

out the objection to the decision and the reasons in support of the objection, accompanied by the fee charged by the Tribunal.

4.3. Heritage Demolition or Removal Permit

- (a) A Heritage Demolition or Removal Permit must be applied for where:
- (i) For the demolition or removal of buildings or structures on properties designated under Section 29 of Part IV of the Act impact Heritage Attributes identified in the “Statement of Cultural Heritage Value or Interest” adopted as part of the Heritage Designation By-law.
- (b) Application Requirements for a Heritage Demolition or Removal Permit:
- (i) A complete application must be submitted using the prescribed form, as amended from time to time;
 - (ii) There shall be no application or administrative fee for a Heritage Permit;
 - (iii) The Owner shall be responsible for any third-party cost and recoveries if an external review is required as determined by the ~~Designated Official~~ Municipal Clerk;
 - (iv) A site plan or sketch showing the location of the proposed demolition or removal within the property;
 - (v) Photographs showing the existing building or structure including all elevations, as well as their condition and context;
 - (vi) Drawings and written specifications of the proposed demolition or removal. As may be required, a building condition assessment prepared by a qualified Engineer of the building or structure or material part thereof which is proposed to be demolished or removed;
 - (vii) The reasons for the proposed demolition or removal and the potential impacts to the heritage attributes of the property or the heritage conservation district. As may be required, a Heritage Impact Statement prepared by a Built Heritage Specialist;
 - (viii) Any technical cultural heritage studies that are relevant to the proposed demolition or removal; and
 - (ix) Any other information related to the application as required by the Municipal Clerk or Council.
- (c) Approval/Refusal Process for a Heritage Demolition or Removal Permit:
- (i) Council approval is required for all Heritage Permit Applications.
 - (ii) ~~The Municipal Clerk Council~~ shall, following Council deeming the application complete, upon receiving all information and material required shall serve notice on the applicant informing them that the application is complete.
 - (iii) ~~The Municipal Clerk Council~~ shall provide the application and supporting materials once deemed complete to the ~~consult with its~~ Heritage Advisory Committee who shall provide their opinion to Council when it makes a decision. meeting prior to making a decision.
 - (iv) Council shall make a decision in accordance with the legislated timelines under Section 34(4.3) of the Act and issue notice in accordance with Section 34(4.2).
 - (v) If Council approves the demolition or removal with conditions or refuses a demolition or removal, the owner, within 30 days after receipt of the notice my appeal Council’s decision to the Tribunal by giving notice of the appeal to the Tribunal and the clerk of the municipality setting out the objection to the decision and the reasons in support of the objection, accompanied by the fee charged by the Tribunal.

5. ABANDONMENT, EXPIRY, RENEWAL, TRANSFER, REVOCATION, AMENDMENT AND CLOSURE OF PERMITS

5.1. Abandoned Application

- (a) An Application for a Heritage Waiver or Heritage Permit will be deemed abandoned and the Application and respective file will be closed, where a period of twelve (12) months has elapsed during which all information, document or fees as required have not been provided to the Township or where the application has not seeing meaningful progress through submissions towards the issuance of a permit.

5.2. Expiry

- (a) A Heritage Waiver or Heritage Permit will be issued for a period of two (2) years and expires on the date set-out in the permit, unless otherwise specified as a condition of the permit.

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5.3. Transfer

- (a) If title to the Property for which a Permit has been issued is transferred while the Permit is in effect, the Permit shall be automatically revoked unless the new Owner, prior to the time of the transfer, provides the Township with an undertaking, to the satisfaction of the Clerk, to comply with all Conditions under which the Permit was issued.

5.4. Revocation

- (a) The Clerk may revoke a Permit for any of the following reasons:
 - (i) It was obtained based on mistaken, false or incorrect information;
 - (ii) It was issued in error;
 - (iii) The Property Owner and/or Permit holder requests in writing that it be revoked;
 - (iv) The Permit holder has failed to comply with any of the Conditions of the Permit; or
 - (v) The Permit holder is unwilling or unable to comply with the Conditions of the Permit.

5.5. Amendment

- (a) An Owner may submit a request in writing to the Clerk for an amendment to a Permit.

5.6. Renewal

- (a) An Owner may submit a request in writing to the Clerk for a renewal of a Permit if the only change from the initial Application and Permit is the expiry date.

5.7. Closure

- (a) A Permit is considered closed when all the Conditions related to the Permit have been fulfilled to the satisfaction of the Clerk.

6. ENFORCEMENT

6.1. Entry and Inspection

- (a) Inspectors and the Municipal Clerk may, at any reasonable time:
 - (i) Enter and inspect Property to determine compliance with the provisions of this By-law, or any Condition of a Permit, or Order issued under this By-law. This power of entry does not allow entry into any dwelling;
 - (ii) Require the production of documents for inspection or things relevant to the inspection, inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts.

7. OFFENCE AND RESTORATION PROVISIONS

- (a) Every person who knowingly furnishes false information in an application made pursuant to this By-law, or who fails to comply with any order, direction or requirement made pursuant to this By-law, or who contravenes any provision of this By-law or the Act, is guilty of an offence and on conviction is liable to a fine or to imprisonment as provided by Section 69 of the Ontario Heritage Act, R.S.O. 1990, c.0.18, as amended.
- (b) If this By-law is contravened and a conviction entered, the Court in which the conviction was entered or any Court of competent jurisdiction may, in addition to any other remedy, and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.
- (c) Where a designated heritage property is altered in contravention of this By-law, in addition to any other penalty imposed pursuant to the provisions of Section 69 of the Act, or pursuant to the Township's other by-laws, as the case may be, the Township may restore the property as nearly as possible to its previous condition, if it is practicable to do so, and may recover the cost of the restoration from the Owner of the property pursuant to the Act.
- (d) Where an order to restore the property is issued, Council may authorize any person in writing to enter on the property to carry out the restorations.
- (e) Notwithstanding clause (d) above, and in accordance with the provisions of Section 69 of the Act, the Township shall not restore the property if, in the opinion of the Township, the

property is in an unsafe condition or incapable of repair or the alteration was carried out for reasons of public health or safety or for the preservation of the property.

- (f) Where the provisions of this By-law have been contravened, the process to address the contravention shall be as follows:
- (i) The Municipal Clerk shall conduct an investigation to determine the circumstances and nature of the contravention;
 - (ii) Based on the results of the investigation pursuant to (i) above and a determination that there has been a breach of the law, the Municipal Clerk shall review with Legal Counsel who may determine whether formal processes are warranted as follows:
 - a. A prosecution may be initiated in accordance with the provisions of the Act and this By-law;
 - b. A Property Standards Order may be issued pursuant to the provisions of the Township's Property Standards By-law, as amended, and the Building Code Act;
 - c. Where warranted and it is practicable to do so, recommend that the property be restored as nearly as possible to its previous condition. Any such recommendation for restoration shall be referred by the Municipal Clerk to Council for approval;
 - d. The Municipal Clerk may exercise discretion in consultation with Legal Counsel to resolve the contravention by alternative means. The Municipal Clerk may meet with the owner to discuss the contravention, the penalties that could be imposed and to ensure that the owner is aware of the requirement to obtain a heritage permit for any future alterations.

8. EFFECTIVE DATE

- (a) This by-law shall come into effect on **ENTER DATE.**

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS XXX OF MONTH 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk



REPORT ADM-2024-028

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Interim Municipal Clerk

PRESENTED BY: Justine Brotherston, Interim Municipal Clerk

MEETING DATE: May 22, 2024

SUBJECT: Heritage Designation By-laws for 2023 Designation Objections

RECOMMENDATION

That Report ADM-2024-028 entitled Heritage Designation By-laws for 2023 Designation Objections be received for information; and,

Whereas Township of Puslinch Council stated its intention to designation the properties municipally known as 43 McClintock Dr , 4429 Watson Rd S, and 32 Brock Rd N; and,

Whereas Council at its meeting held on March 20, 2024 considered objections in accordance with the *Ontario Heritage Act, R.S.O. 1990, c. O.18* (the Act) for the properties municipally known as 43 McClintock Dr , 4429 Watson Rd S, and 32 Brock Rd N and affirmed its decision to proceed with the designation process for the aforementioned properties;

Therefore be it resolved,

That Council affirms it decision to designate the following properties pursuant to Section 29, Part IV of the Act:

- 1. 43 McClintock Dr;**
- 2. 4492 Watson Rd S**
- 3. 32 Brock Rd N; and,**

That Council give three readings to the following by-laws attached as schedules to this report:

- 1. Schedule 'A' – BL2024-037 Designation By-Law for property municipally known as 43 McClintock Dr**
- 2. Schedule 'B' – BL2024-038 Designation By-Law for property municipally known as 4492 Watson Rd S**

3. Schedule 'C' – BL2024-039 Designation By-Law for property municipally known as 32 Brock Rd N

Purpose

The purpose of this report is to present the designation by-laws mentioned above for Council's consideration and adoption, in accordance with Section 29 of the *Ontario Heritage Act, R.S.O. 1990, c. O.18* (the Act). These by-laws pertain to properties that have raised objections to the intention to designate, as directed by Council during the March 20, 2024 Council meeting. Furthermore, the report seeks Council's direction to proceed with the designation process.

Background

Council, at its meeting on March 20, 2024 considered objections for the properties municipally known as 43 McClintock Dr, 4492 Watson Rd S and 32 Brock Rd N and affirmed its intention to proceed with the designation process.

Following this direction, staff pursued further engagement with the property owners as follows:

1. Invitation to the 2024 Heritage Designation Process Open House – March 8, 2024
2. Hosted 2024 Heritage Designation Process Open House – April 11, 2024
3. Invitation for one-on-one meetings with staff – April 22, 2024

Further to the invitation for one-on-one meetings, staff also requested the property owners to confirm if they wished to maintain or withdraw their objection. At the time of publication of this report staff has only received feedback from 32 Brock Rd N, affirming their wish to maintain their objection.

Options for Council:

Option 1 (Recommended)

Council can affirm its decision to proceed with the designation of the aforementioned properties and adopt the by-laws as presented. In accordance with Section 29(8) of the Act Council must pass the designation by-law within 120 days after the publication of the notice of intention to designate.

Option 2

Council may choose to withdraw its notice of intention to designate the property, pursuant to subsection 29 (7) of the Act. Should Council choose this option, the Municipal Clerk will issue a notice of withdrawal to the property owner, Ontario Heritage Trust and publish the notice in accordance with the Township's Ontario Heritage Act Alternative Notice Policy. Staff are not

recommending the withdrawal of the notice of intention to designate for any of the aforementioned properties. Staff's recommendation is supported through the statement of heritage cultural value or interest for each property, which was prepared by the Heritage Advisory Committee and peer reviewed by the Township's Heritage peer reviewers.

Option 3

Should Council choose not to pass the heritage designation by-law and not withdraw its intention to designate, the notice will be deemed withdrawn upon the lapse of the 120 day period following the publication of the notice of intention to designate in accordance with Section 29(9) of the Act. If the 120-day period has lapsed without Council passing a designation by-law, staff shall serve notice of the withdrawal to the property owner, Ontario Heritage Trust and in accordance with the Township's Ontario Heritage Act Alternative Notice Policy. Staff are not recommending this option for any of the aforementioned properties. Staff's recommendation is supported through the statement of heritage cultural value or interest for each property, which was prepared by the Heritage Advisory Committee and peer reviewed by the Township's Heritage peer reviewers.

Financial Implications

The Township is responsible for paying the fees for the registration of the Heritage Designation By-laws on title for the property.

Applicable Legislation and Requirements

Ontario Heritage Act, R.S.O. 1990, c. O.18

Attachments

Schedule 'A' BL2024-037 Designation By-Law for the property municipally known as 43 McClintock Dr

Schedule 'B' BL2024-038 Designation By-Law for the property municipally known as 4492 Watson Rd S

Schedule 'C' BL2024-039 Designation By-law for property the municipally known as 32 Brock Rd N

Respectfully submitted,

Reviewed by:

Justine Brotherston,
Interim Municipal Clerk

Courtenay Hoytfox,
Interim CAO

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-037

Being a by-law to authorize the designation of real property located at 43 McClintock Drive, Puslinch, as the property of cultural heritage value or interest under Section 29 Part IV of the Ontario Heritage Act, R.S.O. 1990, c. O.18

WHEREAS the *Ontario Heritage Act, R.S.O. 1990, c. O. 18* authorizes a municipality to designate a property within the municipality to be of cultural heritage value or interest if the property meets the prescribed criteria and the designation is made in accordance with the process set out in the *Ontario Heritage Act, R.S.O. 1990, c. O. 18*;

AND WHEREAS the Council for the Corporation of the Township of Puslinch, in consultation with the Puslinch Heritage Advisory Committee, deems 43 McClintock Drive to be of cultural heritage value and interest in accordance with the prescribed criteria by the Ontario Heritage Act, R.S.O. 1990, c. O.18;

AND WHEREAS the Council for the Corporation of the Township of Puslinch did give notice of its intention to designate the property mentioned in section 1 of this by-law in accordance with subsection 29(3) of the *Ontario Heritage Act, R.S.O. 1990, c. O. 18*;

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

1. That the property located at 43 McClintock Drive, Puslinch, and more particularly described in Schedule "A" hereto annexed and forming part of this by-law, is hereby designated as property of cultural heritage value or interest under Section 29 Part IV of the *Ontario Heritage Act, 1990, c. O. 18*.
2. That the Municipal Clerk is hereby authorized and directed,
 - a. to cause a copy of this by-law, together with reasons for the designation, to be served on the subject property owner and The Ontario Heritage Trust by personal service or by registered mail;
 - b. to publish a notice of this by-law once in a newspaper having general circulation in the Township of Puslinch.
3. That the Municipal Clerk is hereby authorized and directed to cause a copy of this bylaw, together with the statement of cultural heritage value or interest and description of heritage attributes set out in Schedule "B" hereto annexed and forming part of this bylaw, to be registered against the property affected in the proper land registry office.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF MAY 2024

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

Schedule "A"
To
By-law Number 2024-037

43 McClintock Drive,
Puslinch

PIN: 71207-0299

Legal Description: PUSLINCH CON 1 PT LOT 4 PLAN;373 LOTS 1 2 26 TO 36 PT BLK;A PT LAKE AVE PT RDS PT BLVD;RP 61R166 PARTS 2 TO 6 8 TO;14 PT PARTS 1 AND 7

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Schedule "B"
To
By-law Number 2024-037

43 McClintock Drive,
Puslinch

**STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST AND DESCRIPTION OF
HERITAGE ATTRIBUTES**

The property located at 43 McClintock Dr, Puslinch, has cultural heritage value associated with the history of the commercial and hospitality industry in and around Puslinch Lake. This value is retained in the former 1880 frame Puslinch Lake Hotel on the property. It is the last remaining nineteenth century hotel building on Puslinch Lake. The property is also associated with George Sleeman of Guelph who owned the hotel and was instrumental in the hotel's successful operation from the 1880s until the 1910s. Although no longer operating as such, the hotel served thousands seeking recreation at Puslinch Lake. As the last remaining hotel on the only natural lake in the region, it is regarded as a landmark. The property meets the requirements for designation prescribed by the Province of Ontario under the three categories of design/physical value, historical/associative value, and contextual value. The property is listed on the Township of Puslinch Municipal Heritage Register and has received a plaque from the Township's Heritage Committee for its cultural heritage value.

Design Value:

The property includes a rare extant 1880 two-storey framed hotel building with an "L" shaped floor plan. Notable features that can be found on the building include sash style windows throughout, and a hipped roof. A double hung verandah runs across the front façade under the hipped roof. The entrance is located beneath the verandah. Much of the building remains in its original state, with the only recent addition being the framed entrance to the office building adjacent to the former hotel's entrance.

Historical/Associative Value:

Puslinch Lake was a popular destination for recreation in the nineteenth and early twentieth centuries. The property, located at Lot 4, Rear Concession 1, was originally owned by Thomas Frame. In 1841, Frame built one of the first hotels in Puslinch Lake on this lot. In 1879 the hotel caught fire and Frame subsequently sold the lot to George Martin, who erected the present hotel structure in 1880. By 1883, the property was purchased by George Sleeman of Guelph and his partner John Davidson.

George Sleeman was a brewer, entrepreneur and politician and installed a fifty passenger steamboat called "The City of Guelph" to carry passengers to and from his hotel to St. Helen's Island in Puslinch Lake. He was able to attract and influence a variety of patrons to visit and stay at his hotel. Those who came to the Lake Hotel ranged from factory workers through shopkeepers to the wealthy and affluent of not only the Wellington and Waterloo County regions but those of Toronto and London.

In 1907, the City of Guelph acquired the Lake Hotel due to Sleeman's financial failure with the Guelph Railway Company. The Lake Hotel was included in the assets of the company, so when it went into receivership, so did the hotel.

The City of Guelph operated the hotel as a resort until 1930.

Contextual Value:

The property maintains the unique character of its surroundings as it stands as the sole remaining hotel of several that once served visitors to Puslinch Lake. This hotel serves as a poignant reflection of the area's appearance during the 19th and early 20th century, and a reminder of the role of Puslinch Lake as a leisure destination for Wellington County during this time. As a result, the property's hotel and land have earned the status of a landmark, symbolizing its enduring relationship with not only many Puslinch and Guelph families over generation, but

those from different surrounding areas as well. Throughout the years, it has played a pivotal role in providing a range of services and hosting a variety of activities for the residents.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 43 McClintock Drive:

- Height, scale, and massing of original two storey building
- Frame construction
- Double hung veranda
- Hipped roof
- Original fenestration
- Extant original doors and windows

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THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-038

Being a by-law to authorize the designation of real property located at 4492 Watson Road South, Puslinch, as the property of cultural heritage value or interest under Section 29 Part IV of the *Ontario Heritage Act, R.S.O. 1990, c. O.18*

WHEREAS the *Ontario Heritage Act, R.S.O. 1990, c. O.18* authorizes a municipality to designate a property within the municipality to be of cultural heritage value or interest if the property meets the prescribed criteria and the designation is made in accordance with the process set out in the *Ontario Heritage Act, R.S.O. 1990, c. O.18*;

AND WHEREAS the Council for the Corporation of the Township of Puslinch, in consultation with the Puslinch Heritage Advisory Committee, deems 4492 Watson Road South to be of cultural heritage value and interest in accordance with the prescribed criteria by the Ontario Heritage Act, R.S.O. 1990, c. O.18;

AND WHEREAS the Council for the Corporation of the Township of Puslinch did give notice of its intention to designate the property mentioned in section 1 of this by-law in accordance with subsection 29(3) of the *Ontario Heritage Act, R.S.O. 1990, c. O.18*;

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

1. That the property located at 4492 Watson Road South, Puslinch, and more particularly described in Schedule "A" hereto annexed and forming part of this by-law, is hereby designated as property of cultural heritage value or interest under Section 29 Part IV of the *Ontario Heritage Act, 1990, c. O. 18*.
2. That the Municipal Clerk is hereby authorized and directed,
 - a. to cause a copy of this by-law, together with reasons for the designation, to be served on the subject property owner and the Ontario Heritage Trust by personal service or by registered mail;
 - b. to publish a notice of this by-law once in a newspaper having general circulation in the Township of Puslinch.
3. That the Municipal Clerk is hereby authorized and directed to cause a copy of this bylaw, together with the statement of cultural heritage value or interest and description of heritage attributes set out in Schedule "B" hereto annexed and forming part of this bylaw, to be registered against the property affected in the proper land registry office.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF MAY 2024

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

Schedule "A"
To
By-law Number 2024-037

4492 Watson Road South,
Puslinch

PIN: 71189-0048

Legal Description: PT LOT 20, CONCESSION 10 , TOWNSHIP OF PUSLINCH AS MS37014 & MS37795; DESCRIPTION MAY NOT BE ACCEPTABLE IN FUTURE AS IN MS37014 & MS37795

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Schedule "B"
To
By-law Number 2024-038

4492 Watson Road South,
Puslinch

**STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST AND DESCRIPTION OF
HERITAGE ATTRIBUTES**

The property located at 4492 Watson Road South, Puslinch, contains the Corwhin schoolhouse of the former "School Section 10" which holds significant cultural heritage value due to its role in the architectural, educational and social history of the Corwhin community and Puslinch Township. This value is retained in the one-room stone schoolhouse on the property. The building represents the efforts of the constituents of School Section 10 to provide public elementary education to the local community.

The subject building is one of ten extant schoolhouses from the original twelve school sections of Puslinch Township. The first schoolhouse in Corwhin is thought to have been a very small stone structure on the corner of the 11th concession and county road 34.

The stone schoolhouse at 4492 Watson Road South was constructed in 1885 using building plans published by the Ontario Department of Education in the mid-nineteenth century as a guide. The board of School Section 10 fulfilled these plans according to their own resources and preferences. The property's design value is seen in the distinct stone masonry attributed to local masons, William Laing and Thomas Taylor. Whereas other local landmarks have disappeared, this schoolhouse maintains its strategic location as a landmark in the middle of Corwhin's school section.

The property is listed on the Township of Puslinch Municipal Heritage Register and has received a plaque from the Township's Heritage Committee for its cultural heritage value. The property meets the requirements for designation prescribed by the Province of Ontario as it satisfies at four of the nine criteria for determining cultural heritage value or interest under Ontario Regulation 9/06 (as amended by O. Reg. 569/22) under the Ontario Heritage Act. The Corwhin schoolhouse has design/physical value, historical/associative value, and contextual value.

Design Value:

The Corwhin school has design and physical value. The building design is a good representative example of later nineteenth century Ontario schoolhouse design and construction method using in local stone and masonry techniques. The single-storey, rectangular form with a front gable roof over a three-bay façade was made popular by the a design published in The Canada Farmer newspaper in 1866. The Corwin school façade has a large centre window opening with a semi-circular arch flanked by two front entrance doors - one for the girls, the other for the boys. The exterior walls were constructed with split-faced limestone and granite fieldstones of varying shapes and sizes. The exterior has been finished with tape-pointing – a rectilinear pattern of white lime applied over the mortar joints to create the appearance of what is largely horizontal coursed ashlar or (square dressed) stonework. This technique was widely employed by stone masons in Puslinch and Wellington County in the later 19th century and is seen in all historic photos of the Corwhin school. The large window opening in the façade has two semi-circular arches meeting at a keystone all in smooth-faced limestone dressed with a margin on the outside arris or edge. The heads the front doors and the side windows were constructed in a low camber segmental arch with dressed limestone in a type of Welsh arch with large haunch stones flanking three tapered and dressed voussoirs. The sides of the door and window openings as well as the front corners of the building were constructed with roughly squared quoin blocks of limestone that are flush with the wall face. The semi-circular, carved stone tablet presents the building name and date of construction "S. S. No.10, Puslinch – Er'd 1885".

Historical or Associative Value:

The Corwhin schoolhouse has historical value as it is directly associated with the theme of the development of primary education in Puslinch Township. As Puslinch was settled, it was divided into twelve school sections. The residents of each section built their own school, which not only represented and defined the geographic community but also became a center for community activities. Shortly after

School Section 10 was established in 1857 a proper site for a school was determined and Lot 20, Front Concession 10 was purchased from John Laing. In 1878 a decision was taken to retain, enlarge and repair the previous schoolhouse. One additional acre of land was purchased for \$100 from John Laing for a playground and the school grounds were fenced by Duncan McFarlane for \$129.00. In 1884 it was felt that a new school was needed as the old school was needing many repairs. The present structure was built in the summer of 1885 on the same lot as the previous school.

In addition to providing elementary education for families in the "Section" the Corwhin School hosted local social events including dances, bingo, debates and Sunday school services. The property served the Corwhin community as its educational and community centre for 75 years until its closure in 1961, when local schools were centralized to a consolidated school in the Township. In 1963, the property was acquired by the Girl Guides of Canada, who named it Camp Corwhin. It has since been rehabilitated as a residence.

Contextual Value:

The immediate contextual value of the Corwhin schoolhouse is its prominence as a landmark that helps to define the character of the area on the south slope of the Watson Road hill north of Wellington Road 34. The broader contextual value of the Corwhin schoolhouse property is based on its strategic location at the geographic centre of School Section 10 in the Corwhin community. Although it was a distance from the hamlet of Corwhin, the school's central location was a focal point for farming families and young scholars in lots 14- of the 9th to 11th Concessions of Puslinch from 1857 until 1961.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4492 Watson Road South:

Corwhin Schoolhouse:

- Height, scale, and form of original 1885 schoolhouse building
- Front gable roof line with three bay façade
- Large, semi-circular window opening in the facade with dressed limestone arch and keystone
- Dressed limestone window and door heads, openings and lug sills
- Tape-pointed stone exterior walls
- Semi-circular, carved stone tablet above the front window presenting the building name and date of construction

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-039

Being a by-law to authorize the designation of real property located at 32 Brock Road North, Puslinch, as the property of cultural heritage value or interest under Section 29 Part IV of the Ontario Heritage Act, R.S.O. 1990, c. O.18

WHEREAS the *Ontario Heritage Act, R.S.O. 1990, c. O. 18* authorizes a municipality to designate a property within the municipality to be of cultural heritage value or interest if the property meets the prescribed criteria and the designation is made in accordance with the process set out in the *Ontario Heritage Act, R.S.O. 1990, c. O. 18*;

AND WHEREAS the Council for the Corporation of the Township of Puslinch, in consultation with the Puslinch Heritage Advisory Committee, deems 32 Brock Road North to be of cultural heritage value and interest in accordance with the prescribed criteria by the Ontario Heritage Act, R.S.O. 1990, c. O.18;

AND WHEREAS the Council for the Corporation of the Township of Puslinch did give notice of its intention to designate the property mentioned in section 1 of this by-law in accordance with subsection 29(3) of the *Ontario Heritage Act, R.S.O. 1990, c. O. 18*;

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

1. That the property located at 32 Brock Road North, Puslinch, and more particularly described in Schedule "A" hereto annexed and forming part of this by-law, is hereby designated as property of cultural heritage value or interest under Section 29 Part IV of the *Ontario Heritage Act, 1990, c. O. 18*.
2. That the Municipal Clerk is hereby authorized and directed,
 - a. to cause a copy of this by-law, together with reasons for the designation, to be served on the subject property owner and The Ontario Heritage Trust by personal service or by registered mail;
 - b. to publish a notice of this by-law once in a newspaper having general circulation in the Township of Puslinch.
3. That the Municipal Clerk is hereby authorized and directed to cause a copy of this bylaw, together with the statement of cultural heritage value or interest and description of heritage attributes set out in Schedule "B" hereto annexed and forming part of this bylaw, to be registered against the property affected in the proper land registry office.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF MAY 2022

James Seeley, Mayor

Courtenay Hoytfox, Clerk

Schedule "A"
To
By-law Number 2024-039

32 Brock Road North,
Puslinch

PIN: 71197-0078

Legal Description: PT LOT 19, CONCESSION 7 , TOWNSHIP OF PUSLINCH, PT 2, 61R3522;
TOWNSHIP OF PUSLINCH

DRAFT

Schedule "B"
To
By-law Number 2024-039

32 Brock Road North,
Puslinch

**STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST AND DESCRIPTION OF
HERITAGE ATTRIBUTES**

The property, the former School Section #4, located at 32 Brock Rd N, Puslinch, possesses significant cultural heritage value due to its association with the educational and social history of Township of Puslinch and the Aberfoyle area. This value is retained in the 1872 stone schoolhouse on the site. This building represents the efforts of the board of School Section 1 to provide free public elementary education to the local community. The schoolhouse was constructed in 1872 using building plans published by the Ontario Department of Education in the mid-nineteenth century as a guide. The property's architectural value lies in the exceptional craftsmanship attributed to local contractor, Robert Little. Many of the architectural elements present here are unique in the Township. The schoolhouse's strategic placement in an area where numerous Aberfoyle and area families attended adds to its historical importance. Given its pivotal role in the history of Puslinch, and growing urban development along Brock Road the property and its schoolhouse hold the status of an historical and geographic landmark. The property meets the requirements for designation prescribed by the Province of Ontario under the three categories of design/physical value, historical/associative value, and contextual value. The property is listed on the Township of Puslinch Municipal Heritage Register and has received a plaque from the Township's Heritage Committee for its cultural heritage value.

Design Value:

Constructed according to mid-nineteenth century Ontario Department of Education building plans, the building features elements representative of mid-nineteenth century Ontario schoolhouse design: front gable roof, single-storey rectangular form, window fenestrations on the side walls and a front facade with two entrances: one for girls and one for boys. This property showcases an outstanding and distinctive example of architectural interpretation of these plans and local stone masonry, combining Gothic and Italianate detailing. The contractor for the structure was Robert Little. Notable design features include the exterior walls cut from granite and amphibolite stone in coursed "Aberdeen bond." The schoolhouse is fitted with original large Romanesque sash windows on the side walls furnished with Gothic rectangular wood tracery muntins. A singular large Romanesque window is on the front façade. These windows feature intricate and distinctive limestone masonry in the large voussoirs, surrounds and sills. The front entrance maintains its original configuration, with separate doors for boys and girls, each equipped with Romanesque transoms and limestone voussoirs. An ocular datestone with a limestone surround under the front gable is inscribed "School Section 4 Puslinch 1872." The roof holds the schoolhouse's original belfry and bell.

Historical or Associative Value:

As Puslinch was settled, it was divided into twelve school sections (SS). The residents of each section built their own school, which not only represented and defined the geographic community but also became a centre for community activities.

This stone schoolhouse built in 1872 by Robert Little was the third incarnation of the School Section #4 succeeding a log structure (1832) and a frame building (1846). The schoolhouse's strategic placement in an area where numerous Aberfoyle and area families attended adds to its historical importance. The property served as an elementary school and social centre for the Aberfoyle school community from 1872 until 1959 when the new Aberfoyle School was established.

Contextual Value:

The property is emblematic of this once thriving village of Aberfoyle. It is surrounded by several other heritage properties along Brock Road in the Aberfoyle area. These residences, including the George McLean, John Hammersley, and Peter McLaren houses, among many others, played a significant role in shaping and establishing this part of Puslinch. The property is also in close proximity to the Aberfoyle Mill and Aberfoyle blacksmith and wagon shop, industrial heritage properties demonstrating the importance of the property's location as a hub of industry and services. The property holds the status of a landmark due to its architectural excellence and rich and complex history within the Township. Over the years, it has served numerous generations and families, playing crucial roles in both education and commercial activities.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 32 Brock Road North:

- Height, scale, and massing of original schoolhouse building
- Stone exterior walls in Aberdeen bond
- Romanesque door and window fenestration
- Gothic tracery windows with wood muntins
- Limestone voussiors, sills and trim on all fenestration
- Date stone
- Belfry and bell



REPORT ADM-2024-029

TO: Mayor and Members of Council

PREPARED BY: Kyle Davis, Risk Management Official

PRESENTED BY: Kyle Davis, Risk Management Official

MEETING DATE: May 22, 2024

SUBJECT: 2023 Source Protection Annual Report Pursuant to the Clean Water Act

RECOMMENDATION

That Report ADM-2024-029 regarding 2023 Source Protection Annual Reports Pursuant to the Clean Water Act be received for information;

Background

For reporting purposes, the Township of Puslinch is subject to two Source Protection Plans (based on watershed or Conservation Authority boundaries): Grand River Plan and the Halton-Hamilton Plan. Although the Township does not operate its own municipal drinking water systems, it is responsible for the protection of municipal wellhead protection areas and intake protection zones (collectively vulnerable areas) from neighbouring municipalities including the City of Guelph, Region of Waterloo and City of Hamilton, where those vulnerable areas are present within the Township.

Under Section 81 of the Clean Water Act and Section 65 of O. Reg. 287/07, an annual report must be prepared by a Risk Management Official and submitted to the appropriate Source Protection Authority (Conservation Authority) by February 1st of each year. Under Section 45 of the *Clean Water Act*, a public body, including a municipality, must comply with monitoring and reporting policies designated by a Source Protection Plan. This includes the submittal of an annual municipal report by February 1st of each year. On behalf of the Township, Risk Management staff submitted all reports as required by February 1, 2024. This Council report summarizes the contents of the submitted reports.

Summary of Key Aspects

The Wellington County municipalities continue to implement source protection under the Wellington Source Water Protection partnership, www.wellingtonwater.ca In 2023, progress continued in the implementation of source protection in the municipality. A summary of key aspects of the Risk Management Official Report and Municipal Report are provided below.

Development Review

In 2022, 103 development applications (notices and comments) were reviewed by Source Protection staff in the municipality. There were 4 development review notices issued per Section 59 of the Clean Water Act within the municipality and staff comments were provided on an additional 99 applications that did not require notices. There were 483 development applications (notices and comments) reviewed County wide in 2023. This included 93 Section 59 notices issued and staff comments on 390 additional development applications, County wide. This represents a County wide increase in both the total number of development applications reviewed in the previous year (425) and an increase compared to the five year average of 366 development applications. For the municipality, 2023 also represents an increase in the number of development notices issued and in comments to 103 from last year's number of 83 and the previous five year average of 82 development applications (notices and comments). In addition to the notices and comments provided, other applications were screened out by building or planning staff following Risk Management Official Written Direction provided by Wellington Source Water Protection.

As part of the review process, 16 Drinking Water Threat Disclosure Reports and Management Plans were required pursuant to the County Official Plan for primarily industrial and commercial site plan or subdivision agreements. These documents provide disclosure of activities proposed on properties related to chemical, fuel, waste and / or winter maintenance activities. Where required these activities are managed through Risk Management Plans or other Management Plans to ensure protection of groundwater and municipal drinking water.

Threat Verification and Inspections

Analysis continued on the threat verification data collected in previous years on residential, agricultural, industrial, commercial and institutional activities identified as potential significant drinking water threats in the approved Assessment Report. Staff complete a variety of tasks to remove or confirm and then mitigate activities identified as potential significant drinking water threats in the approved Assessment Reports. These threat activities are existing and the analysis can involve desk top interpretation of air photos or GIS data, phone calls, review of municipal records, windshield surveys, site inspections by Risk Management staff and if confirmed, then mitigation through septic inspection, prohibition and / or negotiation of risk management plans. The percentage of threat activities that still require action to either remove or confirm / mitigate the threat activities is 15%. The remaining threat activities in the municipality are mostly agricultural properties within the City of Guelph wellhead protection areas or commercial properties related to winter maintenance activities located within the Region of Waterloo wellhead protection areas.

To support this threats analysis and to determine compliance, 49 inspections were conducted in the Township in 2023. All inspections were conducted for threat verification or risk management plan purposes in the Township with no contraventions found. County wide, 953 inspections were conducted in the reporting year with 19% of inspections (182) being prohibition compliance inspections, 1% (9) being RMP compliance inspections and 80% (762) of inspections conducted for threat activity verification or risk management plan negotiation purposes. Overall, the inspections were generally related to manure application and storage prohibitions, to verify farming or winter maintenance activities or related to chemical / fuel handling and storage. Inspections were higher this year related to the need for confirmation of existing activities related to recent Assessment Report updates.

Risk Management Plans

No Risk Management Plans were agreed to in 2023 and three are in the process of negotiation for the municipality. Cumulatively, there are 81 Risk Management Plans complete County wide with 33 in progress and 5 updated.

Education and Outreach

The following is a summary of the Education and Outreach results, County wide, for 2023. In total, 40 education and outreach daily events were completed this reporting year. Fourteen of the events were training sessions for municipal staff on general source protection topics and more detailed training on how it relates to municipal planning, building, sewage, roads and risk management operations. There were over 100 attendees cumulatively at the training. Fifteen events supported a variety of municipal and public events including Fall Fairs, Home Show, winter maintenance contractor outreach (in collaboration with the City of Guelph) and other community and school events. In support of the mandatory septic inspection program, staff managed and assisted in the delivery of six Septic Social Events to educate and answer questions from residents about the program.

The remaining five days of events was for the Waterloo-Wellington Children's Groundwater Festival. Staff participates and Wellington Source Water Protection / County of Wellington is a sponsor for the Waterloo-Wellington Children's Groundwater Festival. For 2023, the Festival offered a virtual Festival but was also back in-person for four days at the Guelph Lake Conservation Area for the first time since 2019. Links to the virtual Festival content are available here <https://www.youtube.com/@watereducation4640>. The Children's Groundwater Festival is an excellent way to reach Grade 2 to 5 and high school children (and their parents) and deliver water protection messages including source protection. Registration for the 2023 both virtual and in-person Festival was 6,489 students and teachers with views of the videos continuing after the Festival. Registrations from Wellington County was up to 23% from 11% in 2022, likely due to the Festival location being within the County. Staff continue to participate on the organizing committee and various sub-committees including serving as co-chairs.

In addition to events, development reviews and inspections continued and included educational material being provided directly to the proponents generally regarding the threats present, the process (development review, RMP negotiations, prohibition etc.), property specific mapping, and general Source Water information. Where necessary, stickers and metal tags were provided to proponents listing the Spills Action Centre number and that their location is located within a vulnerable area for municipal wells. Updates were made to the Wellington Source Water Protection website www.wellingtonwater.ca, and staff continue to update and maintain ten fact sheets on specific topics and other print media (i.e. post cards to direct applicants to mapping). Throughout the year, social media posts on a variety of topics were either posted or re-shared by our municipalities' corporate channels. Often the content of these posts was from the Conservation Ontario social media calendar or in partnership with the local Conservation Authorities. Four newspaper ads were also run during the year on topics related to water conservation, salt and fertilizer use.

Plan Amendments, Policy and Technical Work

In 2023, all five Source Protection Plans within the County were at different stages of amendments. Staff reviewed, provided comments and in some cases assisted Conservation Authority staff in authoring portions of the various amendments. Staff also provided support to the County's Official Plan Municipal Comprehensive Review, provided support to a number of water supply and / or water supply master plan projects related to water systems within or adjacent to the County, were involved in technical studies related to wellhead protection area updates and new well locations, contaminated sites management and participated in a provincial working group on annual reporting metrics. In 2023, agreements were reached with the City of Guelph and Region of Waterloo related to cost recovery for County and Townships related costs to protect the City and Region's municipal water supply. As required by the agreement, the City of Guelph annual report for 2023 was submitted by March 1, 2024 to the City of Guelph.

Tier 3 (Water Quantity) Studies

Tier 3 (water quantity) technical studies continue for Guelph and Guelph / Eramosa. The Guelph / Eramosa Township Director of Public Works, the Risk Management Official and the County Director of Planning participated on the project team, representing Guelph / Eramosa, Puslinch, Erin and the County. In 2023, work continued on drafting policy requirements, largely focused on the policy requirements related to provincial approvals specifically permits to take water and Aggregate Resources Act approvals. Discussions led by the Grand River Conservation Authority and including the City of Guelph, Provincial Ministries and neighbouring municipalities, will continue in 2024 on the remaining policies with an anticipated submittal to the Province in 2024.

Septic Inspections

The septic inspection program occurs on a five year cycle. The second round of inspections was scheduled to start in 2020, however, was postponed due to the COVID pandemic, therefore, the septic inspection program occurred in 2023. If a septic system is present within well head protection area with a vulnerability score of 10 or within an issues contributing area for nitrates, a septic inspection is required every 5 years.

In the municipality, 58 properties are within these areas and require a septic inspection every five years pursuant to both the Ontario Building Code and the Clean Water Act. In 2023, 100% or 54 septic inspections were completed with 4 properties exempt for this round of inspections. For the completed inspections, there was a 44% remedial action rate with 17 properties requiring minor remedial actions such as tank pump outs or lid repairs and 7 properties requiring major remedial actions often related to tank integrity or leaching bed obstructions. County wide the remedial action rate was similar with a 57% remedial action rate. This is much higher than the previous round of inspections and staff will be reviewing the data with the Building Departments and consultants to determine why this has occurred. Within the municipality, it is important to note that some of these properties are newly within the septic inspection program due to 2020 changes in the Region of Waterloo wellhead protection areas.

Closure

For further information, please contact Kyle Davis, Risk Management Official, 519-846-9691 ext 362 or kdavis@centrewellington.ca

Financial Implications

Current staffing and resources

Applicable Legislation and Requirements

Clean Water Act

Attachments None



REPORT ADM-2024-030

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Interim CAO
Department Heads

PRESENTED BY: Courtenay Hoytfox, Interim CAO
Justine Brotherston, Interim Municipal Clerk

MEETING DATE: May 22, 2024

SUBJECT: Reporting Out from Council Direction Update

RECOMMENDATION

That Report ADM-2024-030 entitled Reporting Out from Council Direction Update be received for information.

Purpose

The purpose of this report is to provide Council with a number of updates in respect to previous Council direction to staff.

Background

Agenda Item	Council Direction	Update
2024 AMO Delegations	That Council direct staff to bring this report regarding 2024 AMO Delegation Requests to the May 22, 2024 Council Meeting.	Refer to Note 1 below
Canadian Red Cross Training Partner Agreement	Council directed staff to report back regarding opportunities for training staff and committee members and that clarification be provided regarding the rationale for entering to an agreement with the Canadian Red Cross versus other organizations that offer similar services.	Refer to Note 2 below.
County of Wellington Road Diet	Council directed staff to report back on the timing of the County of Wellington's Road Diet.	Refer to Note 3 below.

<p>Ministry of Public Business and Service Delivery Response to Council resolution 2024-003 regarding Cemetery Administration</p>	<p>Council directed staff to send a support resolution regarding the Township of Tay and Clearview’s resolution regarding Cemetery Administration Management.</p>	<p>Refer to Schedule “A” Correspondence from Ministry of Public Business and Service Delivery</p>
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Note 1 - 2024 AMO Delegations

On March 20, 2024, Council directed staff to report back at the May 22, 2024 Council meeting with respect to 2024 AMO Delegation opportunities. The deadline to submit delegations to AMO is June 7, 2024. The following have been proposed as AMO Delegation requests:

MECP:

1. Well Interference
2. Liquid Soil*

*It appears that the final regulations regarding amendments to excess soil has deferred any changes to small liquid soil depots, such that all liquid soil handling sites still require ECA at this time. More information regarding the decisions can be found at the following links:

- <https://ero.ontario.ca/notice/019-7636>
- <https://www.ontario.ca/laws/regulation/r24174>

Ministry of Transportation

1. Highway 6 By-pass project

Ministry of Natural Resources and Forestry

1. Limiting number of aggregate pits being opened up in Puslinch

Ministry of Municipal Affairs and Housing

1. To be determined

Ministry of Finance

1. To be determined

Ministry of Energy

1. Electricity delivery rates and equity for rural areas
2. Provision of natural gas services in rural areas

Note 2 – Canadian Red Cross Society Training Partnership Agreement

The Instructors at Puslinch Fire and Rescue Service (PFRS) is able to train anyone under the current certifications. Anyone can be trained through PFRS, however the Instructors would first need to get the appropriate approval to offer the course from either the Fire Chief and/or the Township. Different courses and certifications through Red Cross are available to different age groups. For example the Basic Life Support course requires the participants to be 13 years of age or older and physically capable to perform the tasks. PFRS Instructors have run courses for Township employees in the past however this is dependent on instructor availability as this would be an offering outside of regular scheduled training commitments.

PFRS established a training program with Red Cross approximately 8-10 years ago. All of PFRS current certifications and instructors are Red Cross certified. The neighboring fire services are also certified through the Canadian Red Cross Society and it allows for training opportunities between fire departments from time to time. It's an excellent program and with existing groundwork in place to allow PFRS Instructors to recertify rather than working through a new certification program. The Canadian Red Cross Society program is held in high regard and an in-depth course curriculum with numerous online resources that benefit a volunteer service where members are not always present.

Note 3 - County of Wellington Road Diet

The County of Wellington Roads Committee at their September 2021 meeting passed the following resolutions regarding the Wellington Road 46 – Strategic Traffic Analysis:

13/7/21 Moved by: Councillor Alls

Seconded by: Councillor Duncan

That the report entitled Road MAP: Wellington Road 46 – Strategic Traffic Analysis be received for information; and That the County take no further action as outlined in the report with respect to a Wellington Road 46 road diet in Aberfoyle until further traffic analysis is completed following the implementation of the Morrison By-Pass.

14/7/21 Moved by: Councillor Seeley

Seconded by: Warden Linton

*That the main motion be amended by adding the following at the end of the second paragraph: or the completion of the midblock exchange on the Hanlon Expressway.
Carried The main motion 13/7/21, as amended, carried.*

County of Wellington Staff advised that it is their understanding that the mid block interchange will not be completed until late 2025. Following the completion of the interchange project time will be needed for the traffic analysis to be completed in 2026 including further reporting to the Roads Committee. Further, the County's Road Master Action Plan that was approved in 2022 recommend that a WR 46 Environmental Assessment Study be completed in the 5 year timeframe and therefore the timing would be 2027 in accordance with the above resolutions.

Financial Implications

As noted throughout the report.

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

Schedule "A" Schedule 'A' - Response from the Ministry of Public and Business Service Delivery - 996-2024-420

Respectfully submitted,

**Courtenay Hoytfox,
Interim CAO**

From: [CPLB-Admin Asst \(MPBSD\)](#)
To: [Monika Farncombe](#)
Subject: Response from the Ministry of Public and Business Service Delivery - 996-2024-420
Date: Monday, February 26, 2024 2:58:21 PM

Sent on behalf of Kelly Houston-Routley, Director of the Consumer Policy and Liaison Branch, Ministry of Public and Business Service Delivery

Date: February 26, 2024
Name: Monika Farncombe
Email: mfarncombe@puslinch.ca

Dear Monika Farncombe,

Thank you for writing to the Honourable Todd McCarthy, the Minister of Public and Business Service Delivery, expressing support for Tay Township's resolution about cemetery transfer/abandonment administration and management support. As the Director responsible for policy related to the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) and its regulations, and for oversight of the Bereavement Authority of Ontario (BAO), I am pleased to respond on behalf of the Ministry of Public and Business Service Delivery (ministry).

The Government of Ontario is committed to a strong bereavement sector – one that protects consumers and serves them with integrity. The FBSCA, and its regulations, set out certain requirements for Ontario's bereavement sector, including cemetery operators. The requirements in the FBSCA help to protect consumers and to promote high standards for cemeteries.

The ministry acknowledges your request for the Ontario government to provide financial and legislative relief for municipalities that are required to assume ownership of and maintenance responsibilities for cemeteries that have been abandoned within their geographic boundaries. The ministry also recognizes your request for other resources to support municipal cemetery operators.

The ministry is aware of the challenges that municipalities have raised about funding the ongoing maintenance of abandoned cemeteries. The ministry acknowledges abandoned cemeteries can pose a burden on some municipalities, particularly when an abandoned cemetery has a depleted cemetery care and maintenance fund/account.

While the ministry recognizes your concerns, at this time it is not considering providing municipalities with financial assistance for assuming responsibility for abandoned cemeteries. However, between 2019 and 2021, the ministry consulted with the bereavement sector and municipalities to understand their concerns with the framework for cemetery care and maintenance funds/accounts and to identify solutions.

You may know that regulatory changes took effect on January 1, 2022 – including increases to the minimum care and maintenance fund/account contribution amounts – to help generate more income for ongoing cemetery maintenance.

In addition, as of January 1, 2022, non-commercial cemetery operators, such as municipalities, are permitted to apply for the BAO Registrar's approval to use the capital portion of care and maintenance funds/accounts to increase the capacity of a cemetery.

These changes aim to respond to municipal cemetery operator requests for more flexibility in the framework for care and maintenance funds/ accounts. The ministry is closely monitoring the impact of these changes and will continue to note all feedback from municipalities.

Once again, thank you for writing. Please accept my best wishes.

Sincerely,
Kelly Houston-Routley
Director, Consumer Policy and Liaison Branch
Policy Planning and Oversight Division
Ministry of Public and Business Service Delivery



REPORT PW-2024-004

TO: Mayor and Members of Council

PREPARED BY: Mike Fowler, Director of Public Works, Parks and Facilities

PRESENTED BY: Mike Fowler, Director of Public Works, Parks and Facilities

MEETING DATE: May 22, 2024

SUBJECT: Consideration for Hard- Surfacing Gravel Roads

RECOMMENDATION

That Report PW-2024-004 regarding the Consideration for Hard-Surfacing Gravel Roads be received; and

That Council give consideration to staff's recommendations as outlined in the report; and

That Council select the following Township road for hard-surfacing _____; and

That Council direct staff to work with the Township Engineer on the design in order for construction to commence in 2026.

Purpose

The purpose of this report is to present staff's recommendation regarding the hard surfacing of candidate gravel roads.

Background

Council has prioritized the hard surfacing of eligible gravel roads by establishing the gravel roads discretionary reserve. With the current balance standing at \$864,338, staff anticipate that the reserve will be sufficiently funded by 2026 to support the construction of one of the three road work projects detailed in the report. The reserve balance at the end of 2025 is currently projected at \$1,235,138. In accordance with previous Council direction from 2021, prior to the establishment of the Roads Management Plan, that staff be requested to provide a report to Council which:

1. Identifies several gravel roads suitable for upgrade in an upcoming budget, of which Council will select one;
2. Outlines the criteria staff used to propose these roads;

- Includes all-in costs associated with each proposed gravel road and the associated financial impact.

Staff have prepared the following information for Council’s consideration:

Criteria in accordance with the Roads Management Plan:

Road Project 1: Asset ID 91 & 92

Road Project 2: Asset ID 98

Road Project 3: Asset ID 27B, 71 & 81

Table 1

Asset ID	Street Name	From Street	To Street	Times Re-graded*	Average Daily Traffic (ADT)	Isolated from the Township Yard**	Paved Connection	Future Development	High Rural Pop. Density
91	Sideroad 10 S	Gore Rd	Concession 1	<4	50-199	Y	Y	N	N
92	Sideroad 10 S	Concession 1	Concession 2	<4	200-499	Y	Y	N	N
98	Sideroad 10 N	County Rd 34	Concession 4	<4	50-199	N	Y	Y	N
27B	Carter Rd	Arkell Rd	Cooks Mill Rd	<4	200-499	Y	Y	N	N
71	Farnham Rd	Arkell Rd	Carter Rd	<4	50-199	Y	Y	N	N
81	Cooks Mill Rd	Carter Rd	Bridge	<4	200-499	Y	Y	N	N

*Regrading is completed more than 4 times during each of the two consecutive non-winter periods May 1-November 1

**Travel time to the road section from the Public Works Yard

Based on the Township’s Roads Management Plan, the following criteria, as outlined in Table 1, should be used for assessing the need to convert a gravel road to hard surfacing:

- Is full regrading completed more than four times during each of two consecutive non-winter periods (May 1 to November 1)?
- Does the traffic volume (average daily traffic, ADT) exceed 200 vehicles?
- Is the road section isolated from the Public Works Yard?
- Is the road connected to other paved roads?

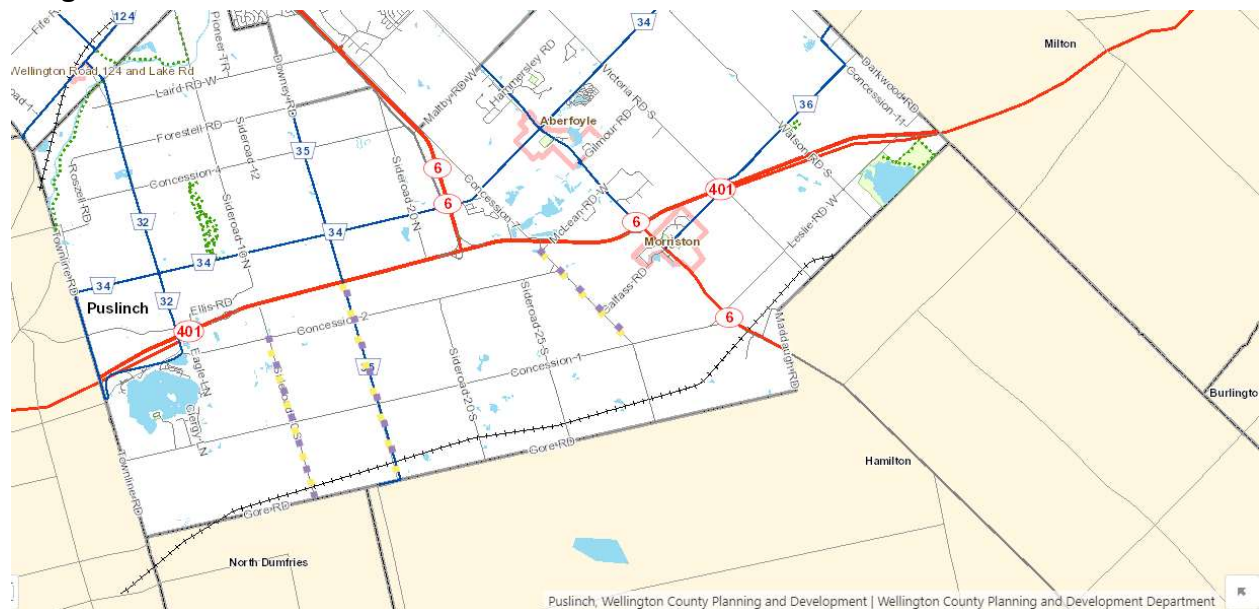
- Is there future development planned on the road section that would affect the current use of the road (e.g., Upper-tier or Provincial Road Network expansions)?
- Is there a high relative rural population density?

Other considerations that should be used to evaluate whether to hard-surface a road are as follows:

- Condition of existing drainage, ditches and shoulders;
- Existing platforms/shoulder width;
- Sightlines at intersections and driveways;
- Horizontal/vertical alignment of the existing road and associated speed limits;
- Type of traffic;
- Existing infrastructure on the road such as bridges and culverts.

Based on the technical criteria staff recommend Road Project 1, Sideroad 10 S, due to the Township's potential benefit from an additional north-south paved route in this area. Presently, County Road 35 serves as the main commuter route, with Concession 7 serving as an alternative paved option. See Image 1 below with the paved routes identified in yellow/purple dotted lines.

Image 1



Financial Implications

Staff estimate the following cost savings if Sideroad 10 S were hard-surfaced:

- Estimated equipment and operator time 50 hours annually or approximately \$9,750 in wages;
- Estimated budget for water or calcium chloride for dust suppression \$2,600 annually

Staff recommend that if Sideroad 10 S is considered for hard surfacing, that it receive the standard 60 mm. Hard-surfacing Sideroad 10 S would require the following:

- Pulverize existing gravel base and additional granular A material for approximately 60 metres to improve small sections of poor subbase;
- Grade and compact the existing subbase;
- Apply 60 mm of HL-4 asphalt.

The Township Engineer estimates the total cost to hard surface Sideroad 10 S is \$1,140,000 +HST.

Applicable Legislation and Requirements

Township Roads Management Plan

Engagement Opportunities

None

Attachments

Schedule "A" GM BluePlan Cost Estimate for Road Project 1

Schedule "B" GM BluePlan Cost Estimate for Road Project 2

Schedule "C" GM BluePlan Cost Estimate for Road Project 3



Date: September 8, 2023 File: 123018-6
To: Mike Fowler, Township of Puslinch
From: Matt Scott
Project: Sideroad 10 South Surface Works
Subject: Preliminary Cost Estimate

TECHNICAL MEMO

The purpose of this technical memo is to accompany the attached pre-engineering cost estimate provided by GM BluePlan Engineering Limited (GMBP) to the Township of Puslinch (Township) for hard-surfacing Sideroad 10 South between Concession 2 and Gore Road.

The Township has identified two segments of Sideroad 10 South that are being considered for a hard-surfacing. Based on information provided by the Township, we understand the following about each section of road:

- Sideroad 10 South (Concession 2 to Concession 1)
 - Township Asset ID 92
 - AADT = 240
 - Posted speed limit = 60 km/h
- Sideroad 10 South (Concession 1 to Gore Road)
 - Township Asset ID 91
 - AADT = 120
 - Posted speed limit = 60 km/h

GMBP visited the site on June 29, 2023 to observe the existing condition of each road section and take preliminary measurements for the purposes of providing a preliminary cost estimate. No preliminary or detailed design has been completed at this stage. Notes from our sites visit are attached to this memo.

Our total estimated total cost to hard surface Sideroad 10 South is approximately \$1,140,000 +HST. This includes for:

- Construction Costs
- Allowance for Asphalt Cement Index Payment Adjustment
- Allowance for one Utility Pole Replacement
- Allowance for Geotechnical Investigation
- Engineering, Contract Administration and Construction Inspection (10%)
- Contingency (10%)

Additional discussion and considerations are provided in the following sections.

Platform and Road Width

The existing road platform on Sideroad 10 South is generally of sufficient width to accommodate the Township's standard rural cross-section of a 7.0m paved surface and 0.5m shoulders (8.0m total width). We note that the Township's development standards require an 8.0m wide paved surface with minimum 1.0m wide shoulders and 0.6m wide rounding (minimum platform width of 11.2m) in residential applications; however, for recent capital road projects, the 8.0m platform width has been used.

Bridge 7

The existing road platform was measured to be generally between 7.0m and 8.0m, except for the approaches and deck of Bridge 7 (French's Bridge). The approach guide rails narrow towards the bridge deck, which is only 5.75m wide. We have not accounted for any road widening or structure widening at Bridge 7 as part of our preliminary cost estimate. The Township would need to acknowledge the substandard road width at Bridge 7 for one lane of traffic in each direction and ensure appropriate signage is provided.

With the addition of an asphalt wearing surface over the bridge and approaches, the approach guide rail and barrier over the bridge may need to be adjusted to ensure they are at the required height above the driving surface.

Structural Adequacy of Road

Based on discussions with the Township, we understand that there are sections of Sideroad 10 South that can rut and are susceptible to frost boils when the road is saturated. We have budgeted for minor raising the road profile throughout the site through addition of granular, and isolated areas of more substantial raising (i.e., up to 300 mm); however, we recommend a geotechnical investigation in these sections as well as additional boreholes spread out throughout the project to assess the existing subsurface condition of the road. Preliminary costs for a geotechnical investigation have been included in the total estimate.

Consultation will be required with the Grand River Conservation Authority, as some of the areas identified for potential raising are within the floodplain.

Hard-surface Method

The method of hard-surfacing chosen for this road is a single lift of 60mm surface asphalt to align with recent capital works projects within the Township and for the purposes of budgeting. Depending on market conditions at the time of tendering, and preference of the Township, surface treatment could also be considered.

Culvert Replacements

Two small diameter culverts were observed during our site visit. The culvert immediately north of Gore Road requires replacement, while the culvert approximately 330 m north of Gore Road requires extensions. Both culverts are within regulated areas and will require consultation with the Grand River Conservation Authority and Department of Fisheries and Oceans Canada.

Vertical Profile, Alignment and Site Stopping Distances

We have not completed a review of the vertical profile, alignment or site stopping distance requirements for this section of road. The Township should review whether there are locations on these sections of road that are prone to accidents and consider whether adjustments to the road alignment and configuration are warranted or require specific review.

Canadian Pacific Kansas City (CPKC) Railway

Any work that is being done near an active railway line is anticipated to require a qualified employee (Flagperson) from the railway company. A minimum 90 days notice anticipated to be required to CPKC before the start of any work. An allowance for daily flagging for the duration of construction is included in the preliminary cost estimate.

Utilities

We have not completed any consultation with local utility companies to determine whether any utility infrastructure is in conflict with the anticipated scope of work. An allowance has been provided for potential utility relocations. During design, formal discussions with local utility companies are recommended.

One utility pole approximately 330 m north of Gore Road is anticipated to require replacement due to widening and raising of the road.

END OF MEMO

Attachments:

- Preliminary Cost Estimate
- Site Visit Notes

TOWNSHIP OF PUSLINCH
SIDEROAD 10 SOUTH SURFACE WORKS

PROJECT No. 123018-6

Preliminary Cost Estimate

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	EST. QTY.	EST. UNIT PRICE	TOTAL AMOUNT
1		Bonding and Insurance	1.0	L.S.	\$ 20,000.00	\$ 20,000.00
2		Mobilization and Miscellaneous Project Costs	1.0	L.S.	\$ 10,000.00	\$ 10,000.00
3		Traffic Control - Road Closed	1.0	L.S.	\$ 15,000.00	\$ 15,000.00
4		Soil Management Plan	1.0	L.S.	\$ 3,000.00	\$ 3,000.00
5		Allowance for Contractor Qualified Person	30.0	hr	\$ 150.00	\$ 4,500.00
6		Close Cut Clearing and Grubbing	1.0	L.S.	\$ 10,000.00	\$ 10,000.00
7		Light-Duty Sediment Barrier	100.0	m	\$ 16.00	\$ 1,600.00
8		Temporary Worksite Isolation and Diversion	2.0	ea	\$ 7,000.00	\$ 14,000.00
9		Fish Rescue	2.0	ea	\$ 3,000.00	\$ 6,000.00
10		Dewatering Structure Excavations	2.0	ea	\$ 5,000.00	\$ 10,000.00
11		Earth Excavation, Grading (Culvert, Offsite Disposal)	95.0	m3	\$ 25.00	\$ 2,375.00
12		Earth Excavation, Grading (Ditching, Offsite Disposal)	590.0	m3	\$ 35.00	\$ 20,650.00
13		Asphalt Swale	100.0	m	\$ 50.00	\$ 5,000.00
14		Removal of Asphalt Pavement (Driveways)	160.0	m2	\$ 20.00	\$ 3,200.00
15		Removal of Granular from Bridge Deck	1.0	L.S.	\$ 2,000.00	\$ 2,000.00
16		Removal of Pipe and Culverts	1.0	ea	\$ 1,500.00	\$ 1,500.00
17		Extend Existing Culvert with 450Ø, HDPE, 320kPa Pipe Culvert with Class 'B' Bedding and Couplings (Maximum 2.0m length)	2.0	ea	\$ 1,500.00	\$ 3,000.00
18		450Ø, Circular Concrete, Class 65-D Pipe Culvert (including Class 'B' Bedding)	14.0	m	\$ 700.00	\$ 9,800.00
19		Biaxial Geogrid with Geotextile	4,300.0	m2	\$ 10.00	\$ 43,000.00
20		In-Place Full Depth Reclamation of Bituminous Pavement and Underlying Granular (Existing Gravel Road)	30,864.0	m2	\$ 1.50	\$ 46,296.00
21		In-Place Full Depth Reclamation of Bituminous Pavement and Underlying Granular (Existing Asphalt Road)	400.0	m2	\$ 1.50	\$ 600.00
22		Granular 'A' (Culvert)	220.0	tonne	\$ 20.00	\$ 4,400.00
23		Granular 'A' (Road Base)	6,820.0	tonne	\$ 20.00	\$ 136,400.00
24		Granular 'A' (Driveways)	120.0	tonne	\$ 40.00	\$ 4,800.00
25		50% Granular 'A' / 50% RAP (Shoulders)	570.0	tonne	\$ 30.00	\$ 17,100.00
26		Restoring Roadway Surfaces	31,264.0	m2	\$ 1.00	\$ 31,264.00
27		Concrete Removal - Partial Depth Type A (Bridge Deck)	1.0	L.S.	\$ 2,000.00	\$ 2,000.00
28		Concrete Patches - Unformed Surface (Bridge Deck)	1.0	L.S.	\$ 3,000.00	\$ 3,000.00
29		Bridge Deck Waterproofing	1.0	L.S.	\$ 8,000.00	\$ 8,000.00
30		Hot Mix HL 4 (Surface Course, 60mm)	4,390.0	tonne	\$ 85.00	\$ 373,150.00
31		Hot Mix HL 4 (Surface Course, 2 x 40mm at Bridge)	15.0	tonne	\$ 500.00	\$ 7,500.00
32		Tack Coat	1.0	L.S.	\$ 1,000.00	\$ 1,000.00
33		MTU - Material Transfer Unit	4,405.0	tonne	\$ 3.00	\$ 13,215.00
34		Hot Mix HL 4 (Surface Course, 50mm Driveways)	25.0	tonne	\$ 140.00	\$ 3,500.00
35		Form and Fill Grooves (at Bridge)	15.0	m	\$ 250.00	\$ 3,750.00
36		Adjust Steel Beam Guide Rail. Steel Posts (including End Treatments)	110.0	m	\$ 150.00	\$ 16,500.00
37		Adjust Thrie Beam Barrier on Bridge Deck	19.4	m	\$ 300.00	\$ 5,820.00
38		R-10 Rip-Rap on Geotextile	600.0	tonne	\$ 85.00	\$ 51,000.00
39		Import Topsoil and Hydroseed	300.0	m2	\$ 10.00	\$ 3,000.00
40		Pavement Marking (Double Application, 10cm Solid Yellow Single Centreline)	3,924.0	m	\$ 2.00	\$ 7,848.00
41		Pavement Marking (Double Application, 10cm Solid White Edge Line)	7,848.0	m	\$ 2.00	\$ 15,696.00
42		Pavement Marking, Durable (Double Application, 60cm Stop Bar)	4.0	ea	\$ 200.00	\$ 800.00
43		Railway Flagging (Provisional)	14.0	day	\$ 1,500.00	\$ 21,000.00

TOWNSHIP OF PUSLINCH
SIDEROAD 10 SOUTH SURFACE WORKS
PROJECT No. 123018-6
Preliminary Cost Estimate

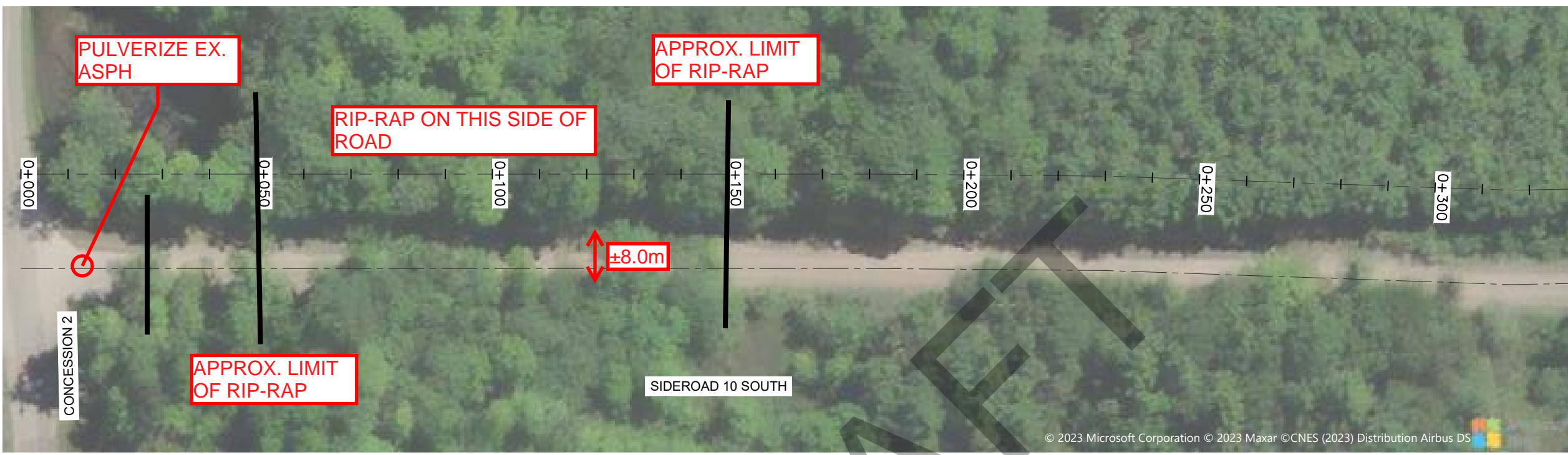
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44		Mailbox Relocation (Provisional)	26.0	ea	\$ 200.00	\$ 5,200.00
45		Street Sweeper with Operator (Provisional)	20.0	hr	\$ 140.00	\$ 2,800.00
46		Water for Compaction and Dust Suppression (Provisional)	500.0	m3	\$ 16.00	\$ 8,000.00
47		Hydrovac Excavation (Provisional)	10.00	hr	\$ 500.00	\$ 5,000.00
48		Gradall with Operator (or Equivalent, Ditching, Provisional)	10.00	hr	\$ 200.00	\$ 2,000.00
49		Allowance for Incidental Scope	1.0	L.S.	\$ 60,000.00	\$ 30,000.00
ESTIMATED CONSTRUCTION COST						\$1,015,264.00
AC Index Adjustment (No Bid Required)						\$ 30,000.00
Utility Pole Replacement Replacement Allowance						\$ 15,000.00
Geotechnical Investigation						\$ 25,000.00
Engineering, Contract Administrator and Construction Inspection						\$ 50,000.00
Contingency Allowance						\$ 80,000.00
TOTAL ESTIMATED COST						\$1,135,264.00
TOTAL ESTIMATED COST (ROUNDED)						\$1,140,000.00

DRAFT

FILE:W:\Guephh\123-2023\123018 Pustlinch Asphalt Program\5 Work In Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 11
LAST SAVED BY:nbaltazar, 5/5/2023 9:50:14 AM PLOTTED BY:Neil Baltazar - GM BluePlan 5/6/2023 9:52:09 AM



CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM

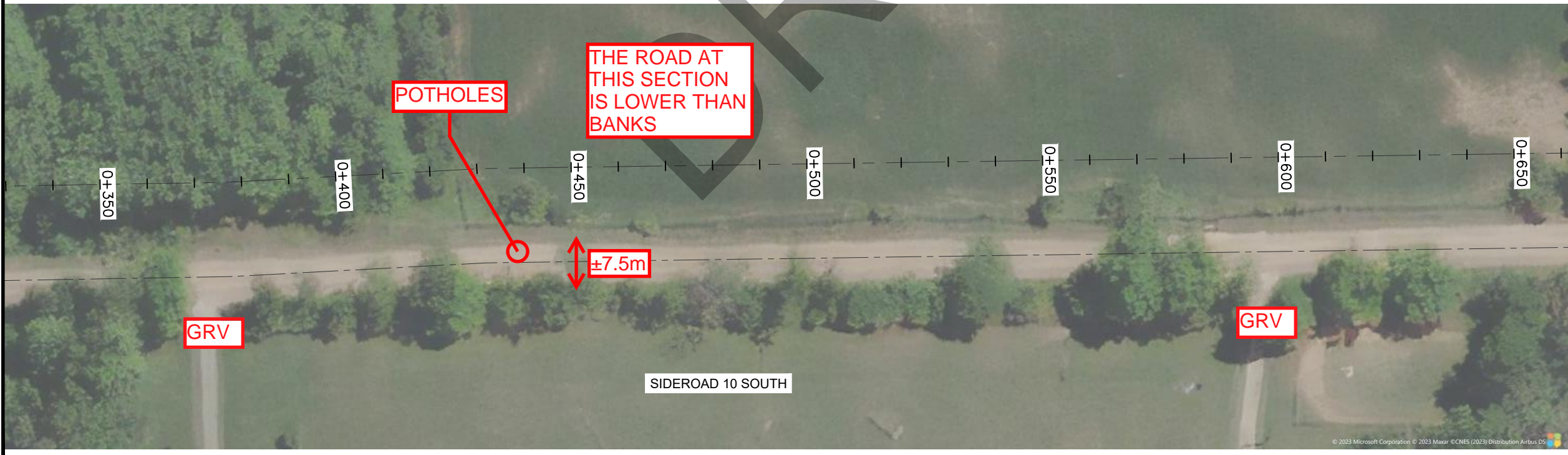


MATCHLINE STA. 0+330
SEE FIGURE No. 11

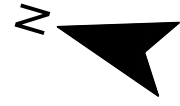


FIGURE No. 11
SIDEROAD 10 SOUTH

SEE FIGURE No. 11
MATCHLINE STA. 0+310



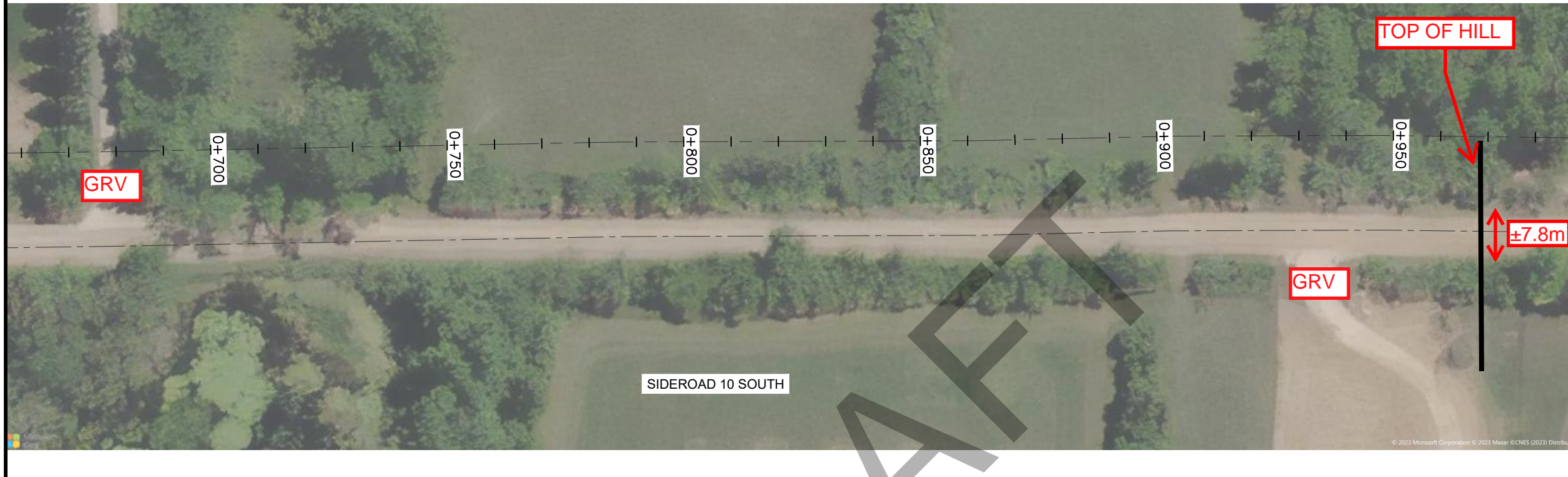
MATCHLINE STA. 0+660
SEE FIGURE No. 12



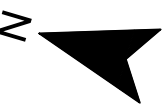
123018
MAY 2023
Scale: 1:1000 | NAD 1983 UTM Zone 17N

FILE:W:\Guephh\123-2023\123018 Pulinch Asphalt Program\5 Work in Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 12
LAST SAVED BY:nbaltazar, 5/5/2023 9:50:14 AM PLOTTED BY:Neil Baltazar - GM BluePlan 5/6/2023 9:52:15 AM

SEE FIGURE No. 11
MATCHLINE STA. 0+660



MATCHLINE STA. 0+990
SEE FIGURE No. 12



CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM



SEE FIGURE No. 12
MATCHLINE STA. 0+990



MATCHLINE STA. 1+320
SEE FIGURE No. 13

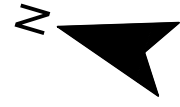


FIGURE No. 12
SIDEROAD 10 SOUTH



123018
MAY 2023
Scale: 1:1000 | NAD 1983 UTM Zone 17N

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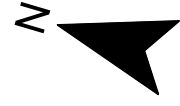
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FILE:W:\Guelph\123-2023\123018 Puslinch Asphalt Program\5 Work In Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 13
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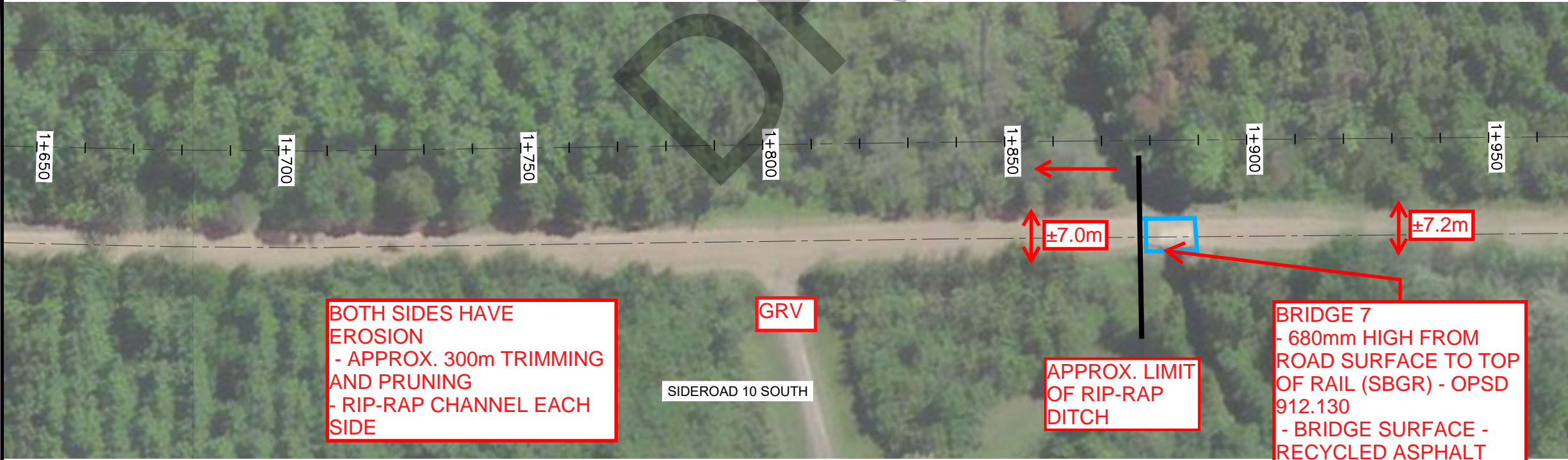
SEE FIGURE No. 12
MATCHLINE STA. 1+320



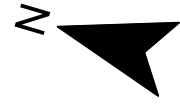
MATCHLINE STA. 1+640
SEE FIGURE No. 13



SEE FIGURE No. 13
MATCHLINE STA. 1+640



MATCHLINE STA. 1+950
SEE FIGURE No. 14



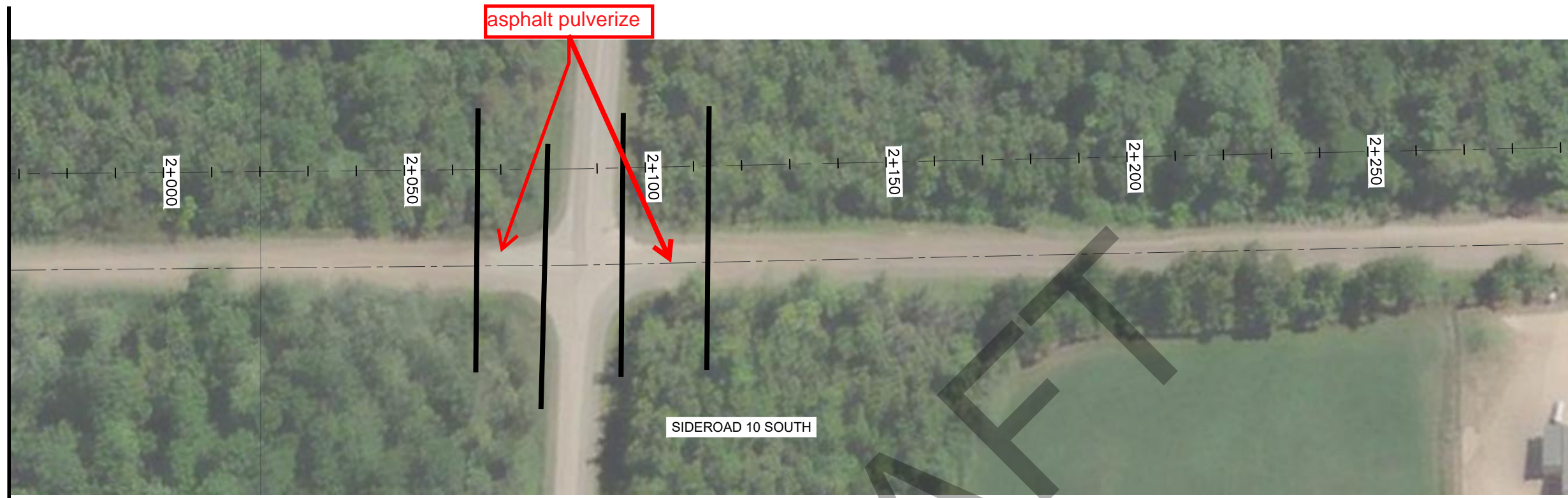
BOTH SIDES HAVE EROSION
 - APPROX. 300m TRIMMING AND PRUNING
 - RIP-RAP CHANNEL EACH SIDE

BRIDGE 7
 - 680mm HIGH FROM ROAD SURFACE TO TOP OF RAIL (SBGR) - OPSD 912.130
 - BRIDGE SURFACE - RECYCLED ASPHALT

FIGURE No. 13
SIDEROAD 10 SOUTH

FILE:W:\Guephh\123-2023\123018 Puslinch Asphalt Program\5 Work In Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 14
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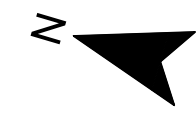
SEE FIGURE No. 13
MATCHLINE STA. 1+950



MATCHLINE STA. 2+290
SEE FIGURE No. 14



CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM



SEE FIGURE No. 14
MATCHLINE STA. 2+290



MATCHLINE STA. 2+610
SEE FIGURE No. 15

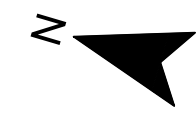


FIGURE No. 14
SIDEROAD 10 SOUTH



123018
MAY 2023
Scale: 1:1000 | NAD 1983 UTM Zone 17N

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CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM

SEE FIGURE No. 14
MATCHLINE STA. 2+610



MATCHLINE STA. 2+930
SEE FIGURE No. 15



SEE FIGURE No. 15
MATCHLINE STA. 2+930



MATCHLINE STA. 3+250
SEE FIGURE No. 16

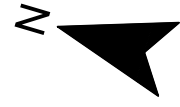


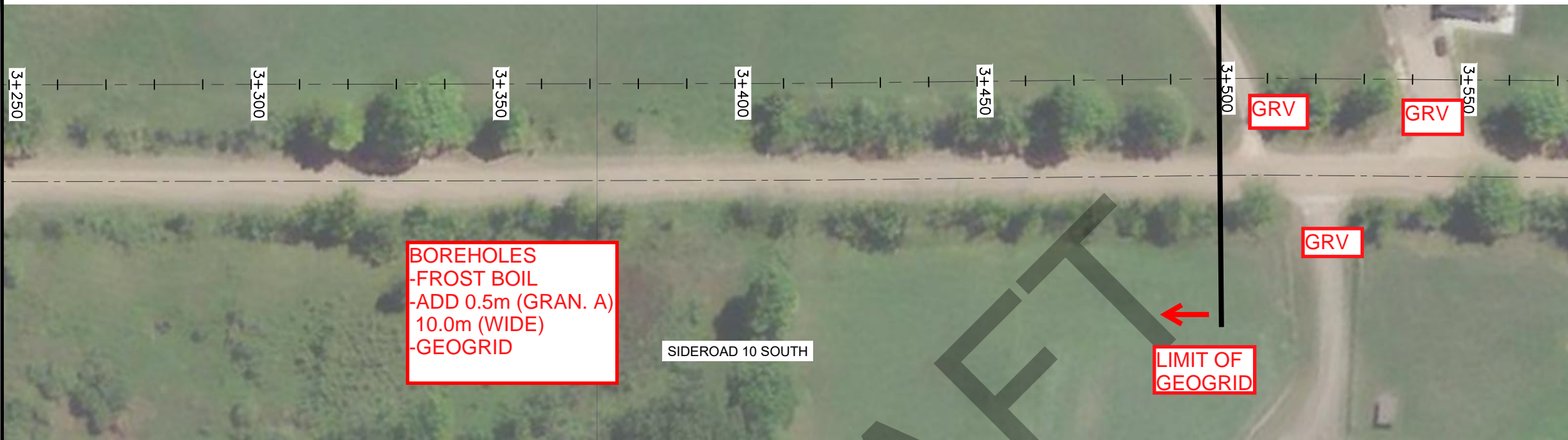
FIGURE No. 15
SIDEROAD 10 SOUTH



123018
MAY 2023
Scale: 1:1000 | NAD 1983 UTM Zone 17N

FILE:W:\Gueph\123-2023\123018 Puslinch Asphalt Program\5 Work In Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 16
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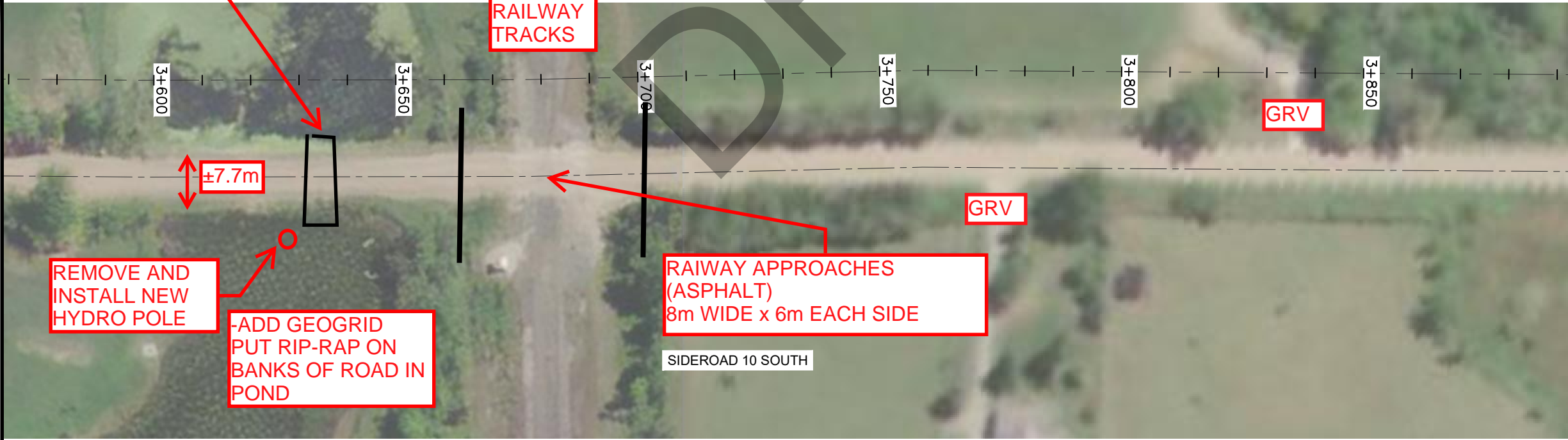
SEE FIGURE No. 15
MATCHLINE STA. 3+250



MATCHLINE STA. 3+570
SEE FIGURE No. 16



SEE FIGURE No. 16
MATCHLINE STA. 3+570



MATCHLINE STA. 3+890
SEE FIGURE No. 17

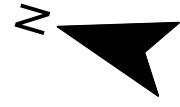


FIGURE No. 16
SIDEROAD 10 SOUTH



TOWNSHIPS OF
PUSLINCH
EST. 1852

CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM

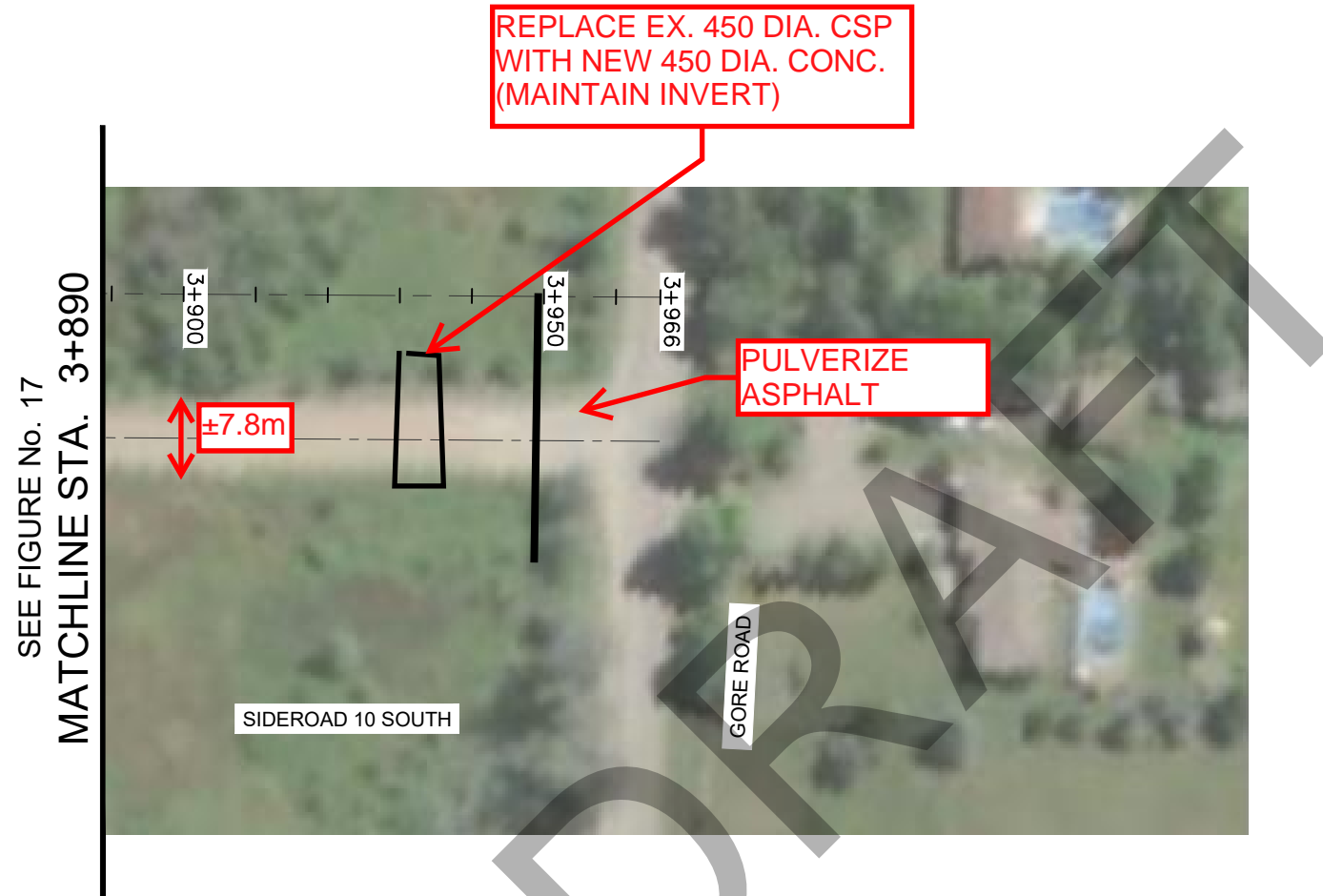


FIGURE No. 17
SIDEROAD 10 SOUTH



123018
MAY 2023
Scale: 1:1000 | NAD 1983 UTM Zone 17N



Date: September 11, 2023 File: 123018-6
To: Mike Fowler, Township of Puslinch
From: Matt Scott
Project: Sideroad 10 North Surface Works
Subject: Preliminary Cost Estimate

TECHNICAL MEMO

The purpose of this technical memo is to accompany the attached pre-engineering cost estimate provided by GM BluePlan Engineering Limited (GMBP) to the Township of Puslinch (Township) for hard-surfacing Sideroad 10 North between Wellington County Road 34 and Concession 4.

Based on information provided by the Township, we understand the following about this section of road:

- Sideroad 10 North (Wellington Road 34 to Concession 4)
 - Township Asset ID 95a & 95b
 - AADT = 159
 - Posted speed limit = 60 km/h

GMBP visited the site on June 29, 2023 to observe the existing condition of the road and take preliminary measurements for the purposes of providing a preliminary cost estimate. No preliminary or detailed design has been completed at this stage. Notes from our site visit are attached to this memo.

Our total estimated total cost to hard surface Sideroad 10 North is approximately \$780,000 + HST. This includes for:

- Construction Costs
- Allowance for Asphalt Cement Index Payment Adjustment
- Allowance for Geotechnical Investigation
- Engineering, Contract Administration and Construction Inspection (10%)
- Contingency (10%)

Additional discussions and considerations are provided in the following sections.

Platform and Road Width

The existing road width on Sideroad 10 North does not provide a sufficient platform width to accommodate the Township's standard rural cross-section of a 7.0m paved surface and 0.5m shoulders (8.0m total width). We note that the Township's development standards require an 8.0m wide paved surface with minimum 1.0m wide shoulders and 0.6m wide rounding (minimum platform width of 11.2m) in residential applications; however, for recent capital road projects, the 8.0m platform width has been used.

The existing road platform was measured to be between 6.5m and 8.0m. At the request of Township, we considered a 6.5m paved driving roadway with 0.5m paved shoulders and edge lines. This substandard road cross-section would require Council Approval.

Alternatively, the Township could consider widening out the existing road surface to provide an 8.0m wide platform similar to other rural roads within the Township. This may impact existing private property and would require a legal survey, which has not been included in our estimated costs.

Structural Adequacy of Road

Based on discussions with the Township and our site visit, there are sections of Sideroad 10 North that have standing water at the sides of the road and nearly up to the road edge. We recommend a geotechnical investigation in these sections as well as additional boreholes spread out throughout the project to assess the existing subsurface condition of the road. Preliminary costs for a geotechnical investigation have been included in the total estimate.

Consultation will be required with the Grand River Conservation Authority, as some of the areas identified for potential raising are within the floodplain.



Hard-surface Method

The method of hard-surfacing chosen for this road is a single lift of 60mm surface asphalt to align with recent capital works projects within the Township and for the purposes of budgeting. Depending on market conditions at the time of tendering, and preference of the Township, surface treatment could also be considered.

Surface Runoff Maintenance

There is an area approximately 100 m long, approximately 800 m south of Concession 4, that has inadequate platform width (approximately 6.5m) and has standing water that is within 0.3m of the road edge. We understand that, at times, this water can nearly overtop the road edge and onto the road platform. Our preliminary cost estimate has attempted to account for the addition of granular material and biaxial geogrid to raise the existing road profile in some locations as well as installing rip-rap along the road embankments; however, a geotechnical investigation may determine that additional work to provide a stable road base is required. Additionally, as this area appears to be within the floodplain, it may not be permissible to raise the road significantly.

Culvert Replacements

Two small diameter culverts were observed during our site visit that require replacement. Both culverts are within regulated areas and will require consultation with the Grand River Conservation Authority and Department of Fisheries and Oceans Canada.

Vertical Profile, Alignment and Site Stopping Distances

We have not completed a review of the vertical profile, alignment or site stopping distance requirements for this section of road. The Township should review whether there are locations on these sections of road that are prone to accidents and consider whether adjustments to the road alignment and configuration are warranted or require specific review.

Utilities

We have not completed any consultation with local utility companies to determine whether any utility infrastructure is in conflict with the anticipated scope of work. An allowance has been provided for potential utility relocations. During design, formal discussions with local utility companies are recommended.

END OF MEMO

Attachments:

- Preliminary Cost Estimate
- Site Visit Notes

TOWNSHIP OF PUSLINCH
SIDEROAD 10 NORTH SURFACE WORKS
PROJECT No. 123018-6
Preliminary Cost Estimate

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	EST. QTY.	EST. UNIT PRICE	TOTAL AMOUNT
1		Bonding and Insurance	1.0	L.S.	\$ 15,000.00	\$ 15,000.00
2		Mobilization and Miscellaneous Project Costs	1.0	L.S.	\$ 10,000.00	\$ 10,000.00
3		Traffic Control - Road Closed	1.0	L.S.	\$ 15,000.00	\$ 15,000.00
4		Soil Management Plan	1.0	L.S.	\$ 3,000.00	\$ 3,000.00
5		Allowance for Contractor Qualified Person	30.0	hr	\$ 150.00	\$ 4,500.00
6		Light-Duty Sediment Barrier	400.0	m	\$ 16.00	\$ 6,400.00
7		Close Cut Clearing and Grubbing	60.0	m2	\$ 200.00	\$ 12,000.00
8		Mechanical Stump Removal	4.0	ea	\$ 1,000.00	\$ 4,000.00
9		Temporary Worksite Isolation and Diversion	2.0	ea	\$ 10,000.00	\$ 20,000.00
10		Fish Rescue	2.0	ea	\$ 3,000.00	\$ 6,000.00
11		Dewatering Structure Excavations	2.0	ea	\$ 5,000.00	\$ 10,000.00
12		Earth Excavation, Grading (Culvert, Offsite Disposal)	150.0	m3	\$ 25.00	\$ 3,750.00
13		Earth Excavation, Grading (Ditching, Offsite Disposal)	200.0	m3	\$ 35.00	\$ 7,000.00
14		Removal of Asphalt Pavement (Driveways)	545.0	m2	\$ 20.00	\$ 10,900.00
15		Removal of Concrete (Driveways, Stamped)	40.0	m2	\$ 80.00	\$ 3,200.00
16		Removal of Pipe and Culvert	2.0	ea	\$ 5,000.00	\$ 10,000.00
17		300Ø, HDPE, 320 kPa Pipe Culvert	14.0	m	\$ 350.00	\$ 4,900.00
18		450Ø, HDPE, 320kPa Pipe Culvert	14.0	m	\$ 500.00	\$ 7,000.00
19		Biaxial Geogrid with Geotextile	1,470.0	m2	\$ 10.00	\$ 14,700.00
20		In-Place Full Depth Reclamation of Bituminous Pavement and Underlying Granular (Existing Gravel Road)	17,990.0	m2	\$ 1.50	\$ 26,985.00
21		In-Place Full Depth Reclamation of Bituminous Pavement and Underlying Granular (Existing Asphalt Road)	910.0	m2	\$ 1.50	\$ 1,365.00
22		Granular 'A' (Culvert)	330.0	tonne	\$ 25.00	\$ 8,250.00
23		Granular 'A' (Road Base)	2,575.0	tonne	\$ 23.00	\$ 59,225.00
24		Granular 'A' (Driveways)	125.0	tonne	\$ 40.00	\$ 5,000.00
25		50% Granular 'A' / 50% RAP (Shoulders)	410.0	tonne	\$ 30.00	\$ 12,300.00
26		Concrete Pavement (Driveway, Stamped)	40.0	m2	\$ 200.00	\$ 8,000.00
27		Restoring Roadway Surfaces	18,900.0	m2	\$ 1.50	\$ 28,350.00
28		Hot Mix HL 4 (Surface Course, 60mm)	2,770.0	tonne	\$ 85.00	\$ 235,450.00
29		MTU - Material Transfer Unit	2,770.0	tonne	\$ 3.00	\$ 8,310.00
30		Hot Mix HL 4 (Surface Course, 50mm Driveways)	70.0	tonne	\$ 140.00	\$ 9,800.00
31		R-10 Rip-Rap on Geotextile	250.0	tonne	\$ 85.00	\$ 21,250.00
32		Import Topsoil and Hydroseed	200.0	m2	\$ 10.00	\$ 2,000.00
33		Pavement Marking (Double Application, 10cm Solid Yellow Single Centreline)	2,700.0	m	\$ 2.00	\$ 5,400.00
34		Pavement Marking (Double Application, 10cm Solid White Edge Line)	5,400.0	m	\$ 2.00	\$ 10,800.00
35		Pavement Marking, Durable (Double Application, 60cm Stop Bar)	2.0	ea	\$ 200.00	\$ 400.00
36		Mailbox Relocation (Provisional)	21.0	ea	\$ 200.00	\$ 4,200.00
37		Street Sweeper with Operator (Provisional)	20.0	hr	\$ 140.00	\$ 2,800.00
38		Water for Compaction and Dust Suppression (Provisional)	500.0	m3	\$ 16.00	\$ 8,000.00
39		Hydrovac Excavation (Provisional)	10.00	hr	\$ 500.00	\$ 5,000.00
40		Gradall with Operator (or Equivalent, Ditching, Provisional)	10.00	hr	\$ 200.00	\$ 2,000.00
41		Allowance for Incidental Scope	1.0	L.S.	\$ 30,000.00	\$ 30,000.00
ESTIMATED CONSTRUCTION COST						\$ 662,235.00

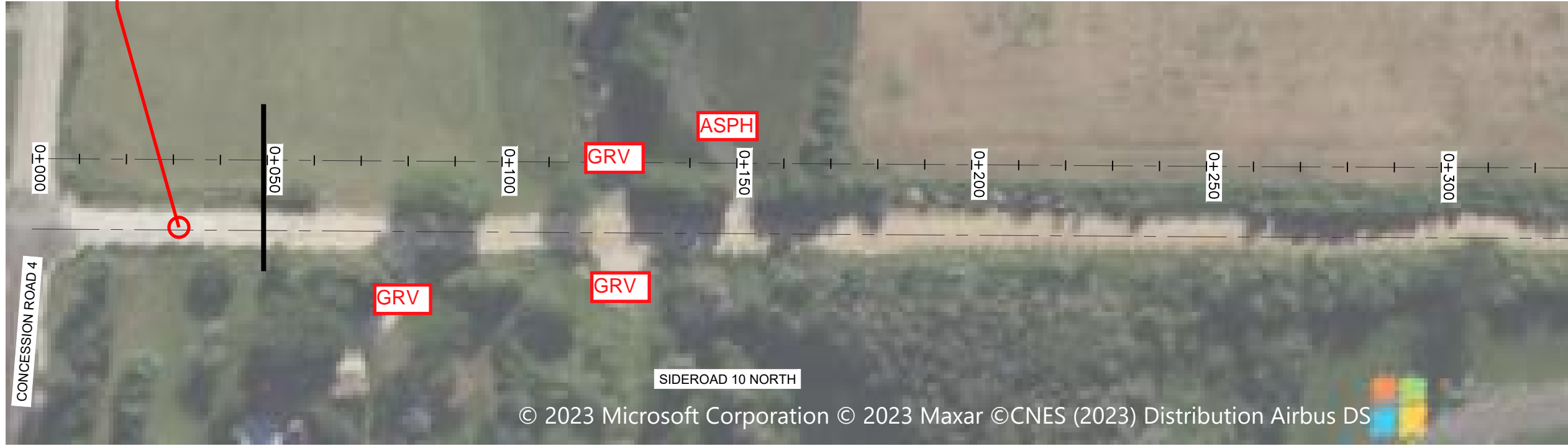
TOWNSHIP OF PUSLINCH
SIDEROAD 10 NORTH SURFACE WORKS
PROJECT No. 123018-6
Preliminary Cost Estimate

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	EST. QTY.	EST. UNIT PRICE	TOTAL AMOUNT
		AC Index Adjustment (No Bid Required)				\$ 15,000.00
		Geotechnical Investigation				\$ 15,000.00
		Engineering, Contract Administration and Construction Inspection				\$ 80,000.00
		Contingency Allowance				\$ 70,000.00
TOTAL ESTIMATED COST						\$ 772,235.00
TOTAL ESTIMATED COST (ROUNDED)						\$ 780,000.00



PUSLINCH
EST. 1923

CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM



MATCHLINE STA. 0+330
SEE FIGURE No. 7



- ACCOUNT FOR MAILBOX RELOCATION FOR EVERY DRIVEWAY
- LINEPAINTING
 - EDGE LINE
 - CENTRELINE
 - STOP BAR?

FIGURE No. 7
SIDEROAD 10 NORTH

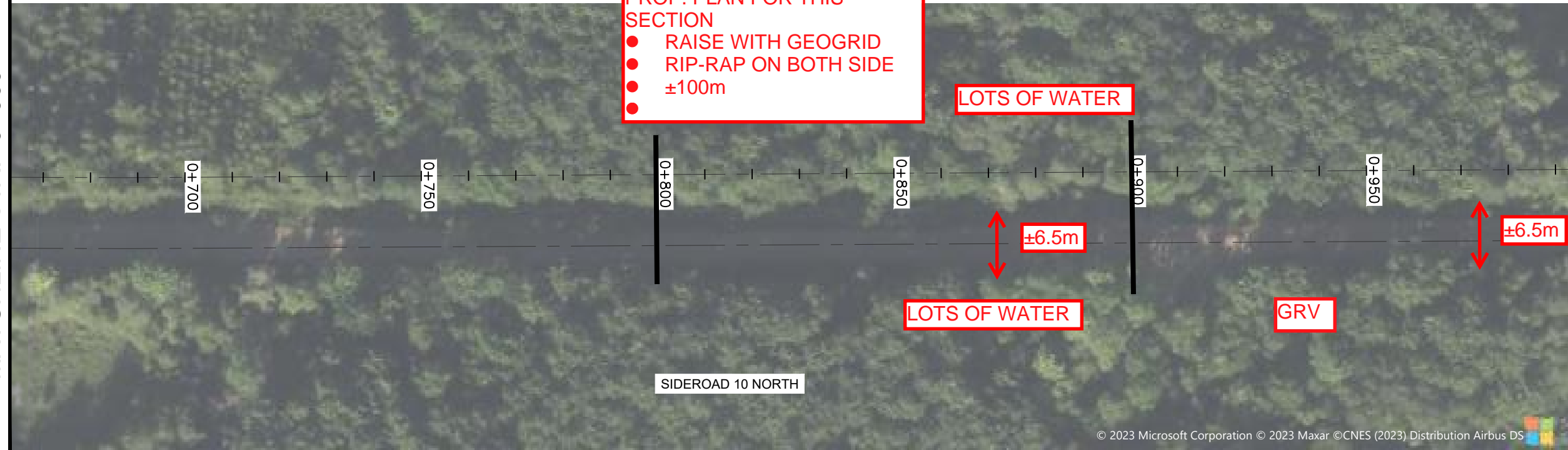
SEE FIGURE No. 7
MATCHLINE STA. 0+330



MATCHLINE STA. 0+660
SEE FIGURE No. 8



SEE FIGURE No. 7
MATCHLINE STA. 0+660

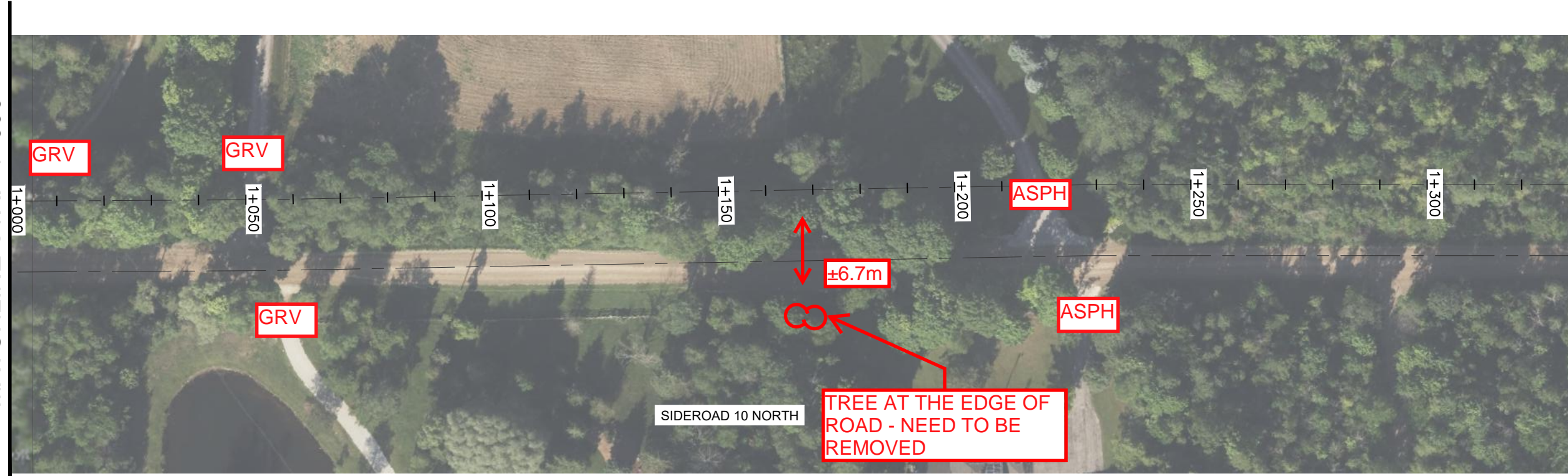


MATCHLINE STA. 1+000
SEE FIGURE No. 8

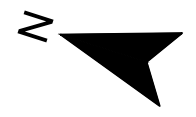


FIGURE No. 8
SIDEROAD ROAD 10
NORTH

SEE FIGURE No. 8
MATCHLINE STA. 1+000

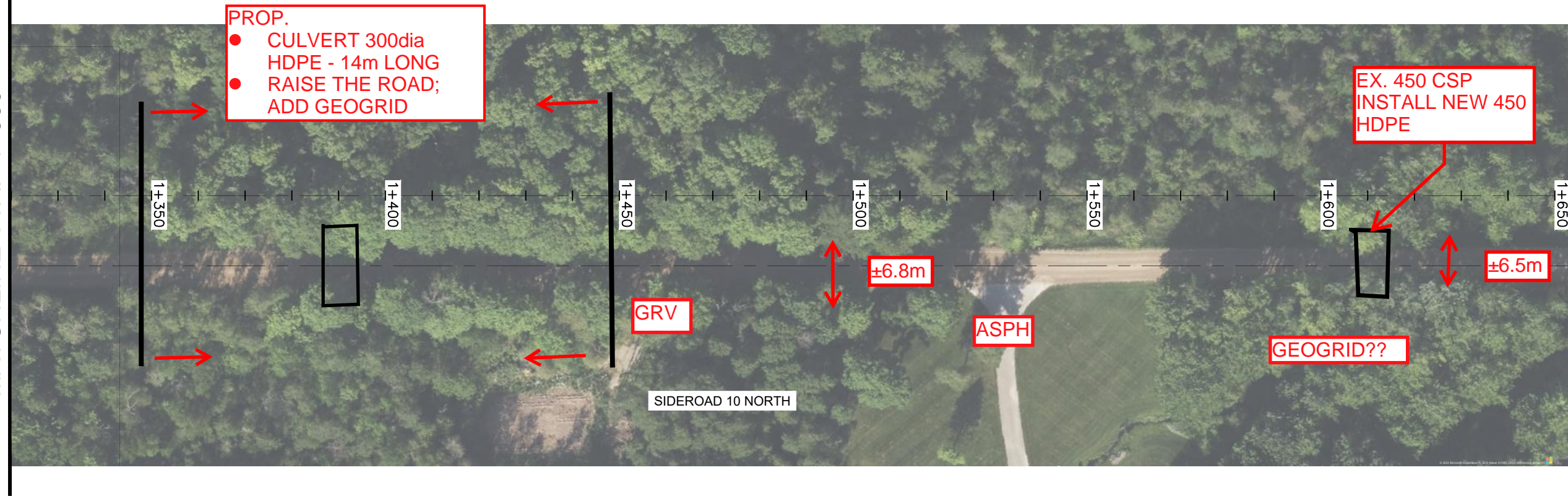


MATCHLINE STA. 1+330
SEE FIGURE No. 9



FILE:W:\Guelph\123-2023\123018 Puslinch Asphalt Program\5 Work in Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 9
LAST SAVED BY:nbaltazar, 5/5/2023 9:50:14 AM PLOTTED BY:Neil Baltazar - GM BluePlan 5/6/2023 9:51:59 AM

SEE FIGURE No. 8
MATCHLINE STA. 1+330



MATCHLINE STA. 1+650
SEE FIGURE No. 9

FIGURE No. 9
SIDEROAD 10 NORTH

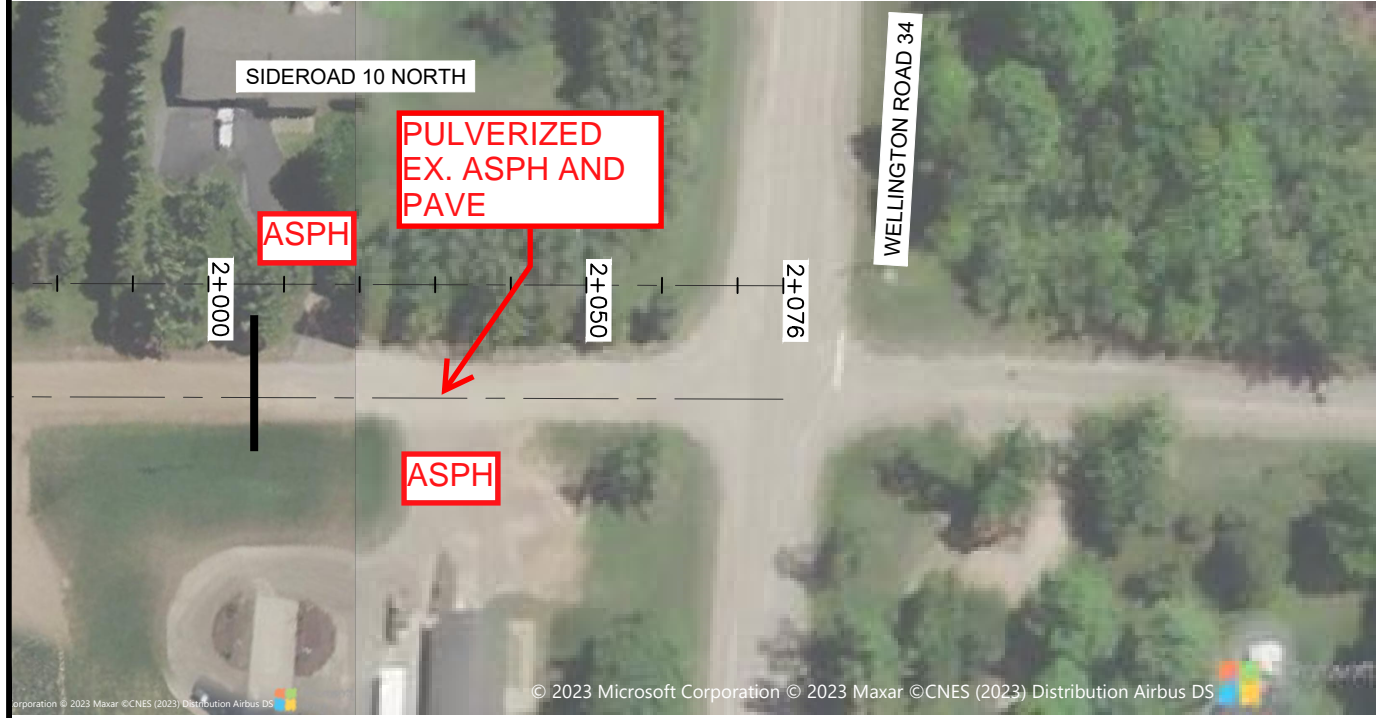
SEE FIGURE No. 9
MATCHLINE STA. 1+650



MATCHLINE STA. 1+970
SEE FIGURE No. 10

FILE:W:\Guelph\123-2023\123018 Puslinch Asphalt Program\5 Work In Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 10
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SEE FIGURE No. 9
MATCHLINE STA. 1+970



CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM

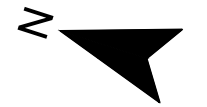


FIGURE No. 10
SIDEROAD 10 NORTH



123018
MAY 2023
Scale: 1:1000 | NAD 1983 UTM Zone 17N



Date: August 28, 2023 File: 123018
To: Mike Fowler, Township of Puslinch
From: Matt Scott
Project: Carter Road and Farnham Road Surface Works
Subject: Preliminary Cost Estimate

TECHNICAL MEMO

The purpose of this technical memo is to accompany the attached pre-engineering cost estimate provided by GM BluePlan Engineering Limited (GMBP) to the Township of Puslinch (Township) for hard-surfacing Carter Road and Farnham Road.

The Township has identified three existing sections of gravel road that are being considered for hard-surfacing. Based on information provided by the Township, we understand the following about each section of road:

- Carter Road (Arkeil Road to Cooks Mill Road)
 - Township Asset ID 129
 - AADT = 190 vehicles
 - Posted speed limit = 50 km/h
- Farnham Road (Arkeil Road to Carter Road)
 - Township Asset ID 79
 - AADT unknown (assumed to be less than 200 vehicles)
 - Posted speed limit = 50 km/h
- Cook's Mill Road (Carter Road to Paved Limit)
 - Township Asset ID 8
 - AADT = 190 vehicles
 - Posted speed limit = 50 km/h

GMBP visited the site on June 29, 2023 to observe the existing condition of each road section and take preliminary measurements for the purposes of providing a preliminary cost estimate. No preliminary or detailed design has been completed at this stage. Notes from our site visits are attached to this memo.

Our total estimated total cost to hard surface Carter Road, Farnham Road, and the remaining gravel section of Cook's Mill Road is approximately \$1,130,000 +HST. This includes for:

- Construction Costs
- Legal Survey and Property Acquisition Costs at the north end of Carter Road
- Allowance for Utility Relocations
- Allowance for Geotechnical Investigation
- Allowance for Asphalt Cement Index Payment Adjustment
- Engineering, Contract Administration and Construction Inspection (10%)
- Contingency (10%)

Additional discussions and considerations provided in the following sections.

Platform and Road Width

All sections of road currently do not provide a sufficient platform width to accommodate the Township's standard rural road cross-section of a 7.0m paved surface and 0.5m shoulders (8.0m total width). We note that the Township's development standards require an 8.0m wide paved surface with minimum 1.0m wide shoulders and 0.6m wide rounding (minimum platform width of 11.2m) in residential applications; however, for recent capital road projects, the 8.0m platform width has been used.

The existing road platform was measured to be between 6.0m and 7.5m on Carter Road, Cook's Mill Road and Farnham Road, with some sections of the gravel surface being as narrow as 5.0m. At the request of Township, we considered a 6.0m paved driving roadway with 0.5m paved shoulders and edge lines. This substandard road cross-section would require Council Approval.

Alternatively, the Township could consider widening out the existing road surface to provide an 8.0m wide platform similar to other rural roads within the Township. This may impact existing private property and would require a legal survey to confirm the limits of the existing Right-of-Way and magnitude of property acquisitions.

Structural Adequacy of Road

Based on discussions with the Township, we understand that there are sections of Carter Road can rut when the road is saturated. We have accounted for minor raising the road profile throughout the site, installing new culverts at the north end of Carter Road and west end of Farnham Road, and ditching. The Township also noted that roughly 570.0m of Carter Road is thought to have poor subbase. Therefore, we recommend a geotechnical investigation to inform any subbase improvements as well as additional boreholes spread out throughout the project to assess the existing subsurface condition of the road. Preliminary costs for a geotechnical investigation have been included in the cost estimate.

Hard-surface Method

The method of hard-surfacing chosen for this road is a single lift of 60mm surface asphalt to align with recent capital works projects within the Township and for the purposes of budgeting. Depending on market conditions at the time of tendering, and preference of the Township, surface treatment could also be considered.

Surface Runoff Maintenance

Previous site visits by GMBP staff have noted standing water at the north end of Carter Road. Our preliminary cost estimate has attempted to account for the addition of granular material to raise the existing road profile in some locations as well as provide ditching in others; however, we note that there may be no formal outlet for the runoff in some locations, which is likely to lead to standing water and issues with the road base material.

Under these conditions, we would expect to see a reduced service life of a hard-surfaced road. An example of how the Township could expect the road to perform would be Cook's Mill Road east of the Eramosa River, which was paved in 2013.

There are areas where ditches are not provided, and the residential lawn is maintained up to the edge of the gravel road surface. If the Township wishes to maintain this configuration, then subdrain and curbs may be required. This work has not been included in the cost estimate provided. We understand based on discussions with Township staff that some areas have previously had subdrains installed to manage drainage.

We also note that ditching, subdrain and other methods would require an appropriate outlet for the water. Without a proper outlet, the road base would remain saturated until the water evaporates or is absorbed through the native material. There are several areas along Carter Road and Farnham Road where we believe this is currently happening after rainfall events, and the performance of the road may not improve once the road is hard-surfaced.

Culvert Replacements

We noted during our site visit that there is a small diameter culvert regulated by the GRCA on Carter Road approximately 1.3km north of Arkell Road, as well as two small diameter culverts on Farnham Road that appear to convey runoff from the road surface. These culverts should be replaced and elongated as part of the surface works. A permit would be required from the GRCA for the culvert on Carter Road.

As part of the proposed works, we note that some of the existing driveway culverts will require replacement and some driveways that currently do not have a culvert will require one to be installed. Modifications may be required to some driveways to provide adequate cover to the driveway culvert, as some existing driveway culverts were noted to have substandard cover.

New culverts have been proposed at the north end of Carter Road and west end of Farnham Road for drainage purposes.



Vertical Profile, Alignment and Site Stopping Distances

We have not completed a review of the vertical profile, alignment or site stopping distance requirements for this section of road. The Township should review whether there are locations on these sections of road that are prone to accidents and consider whether adjustments to the road alignment and configuration are warranted or require specific review.

Guelph Junction Railway

Any work that is being done near an active railway line is anticipated to require a qualified employee (Flagperson) from the railway company. A minimum 90 days notice is anticipated to be required to Guelph Junction Railway before the start of any work. An allowance for daily flagging for the duration of construction is included in the preliminary cost estimate.

Utilities

We have not completed any consultation with local utility companies to determine whether any utility infrastructure is in conflict with the anticipated scope of work. An allowance has been provided for potential utility relocations. During design, formal discussions with local utility companies are recommended.

END OF MEMO

Attachments:

- Preliminary Cost Estimate
- Site Visit Notes

DRAFT

TOWNSHIP OF PUSLINCH

CARTER ROAD AND FARNHAM ROAD SURFACE WORKS

PROJECT No. 123018-6

Preliminary Cost Estimate

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	EST. QTY.	EST. UNIT PRICE	TOTAL AMOUNT
1		Bonding and Insurance	1.0	L.S.	\$ 20,000.00	\$ 20,000.00
2		Mobilization and Miscellaneous Project Costs	1.0	L.S.	\$ 10,000.00	\$ 10,000.00
3		Traffic Control - Road Closed	1.0	L.S.	\$ 15,000.00	\$ 15,000.00
4		Soil Management Plan	1.0	L.S.	\$ 3,000.00	\$ 3,000.00
5		Allowance for Contractor Qualified Person	30.0	hr	\$ 150.00	\$ 4,500.00
6		Close Cut Clearing and Grubbing	1.0	L.S.	\$ 10,000.00	\$ 10,000.00
7		Light-Duty Sediment Barrier	100.0	m	\$ 16.00	\$ 1,600.00
8		Temporary Worksite Isolation and Diversion	1.0	L.S.	\$ 10,000.00	\$ 10,000.00
9		Fish Rescue	1.0	L.S.	\$ 3,000.00	\$ 3,000.00
10		Dewatering Structure Excavations	1.0	L.S.	\$ 5,000.00	\$ 5,000.00
11		Earth Excavation, Grading (Culvert, Offsite Disposal)	560.0	m3	\$ 25.00	\$ 14,000.00
12		Earth Excavation, Grading (Ditching, Offsite Disposal)	245.0	m3	\$ 35.00	\$ 8,575.00
13		Earth Excavation, Grading (Road, Offsite Disposal)	565.0	m3	\$ 25.00	\$ 14,125.00
14		Removal of Asphalt Pavement (Driveways)	1,180.0	m2	\$ 20.00	\$ 23,600.00
15		Removal of Interlocking Brick (Driveways, Salvage Brick)	70.0	m2	\$ 20.00	\$ 1,400.00
16		Removal of Concrete (Driveways, Stamped)	25.0	m2	\$ 30.00	\$ 750.00
17		Removal of Pipe and Culverts	7.0	each	\$ 1,500.00	\$ 10,500.00
18		300Ø, HDPE, 320 kPa Pipe Culvert	30.0	m	\$ 350.00	\$ 10,500.00
19		300Ø, Circular Concrete, Class 65-D Pipe Culvert (including Class 'B' Bedding)	17.0	m	\$ 500.00	\$ 8,500.00
20		450Ø, HDPE, 320kPa Pipe Culvert	21.0	m	\$ 450.00	\$ 9,450.00
20		600Ø, HDPE, 320kPa Pipe Culvert	33.0	m	\$ 500.00	\$ 16,500.00
21		Biaxial Geogrid with Geotextile	1,800.0	m2	\$ 10.00	\$ 10,800.00
22		Pipe Subdrain (150Ø Complete with Clear stone, Geotextile, Coupling, Connectors and Outlets)	150.0	m	\$ 60.00	\$ 9,000.00
23		In-Place Full Depth Reclamation of Bituminous Pavement and Underlying Granular (Existing Gravel Road)	22,470.0	m2	\$ 1.50	\$ 33,705.00
24		In-Place Full Depth Reclamation of Bituminous Pavement and Underlying Granular (Existing Asphalt Road)	1,575.0	m2	\$ 1.50	\$ 2,362.50
25		Granular 'B' (Road Base)	930.0	tonne	\$ 20.00	\$ 18,600.00
26		Granular 'A' (Culvert)	1,285.0	tonne	\$ 25.00	\$ 32,125.00
27		Granular 'A' (Road Base)	2,135.0	tonne	\$ 23.00	\$ 49,105.00
28		Granular 'A' (Driveways)	145.0	tonne	\$ 40.00	\$ 5,800.00
29		Interlocking Brick (Driveways, Salvaged Brick)	70.0	m2	\$ 20.00	\$ 1,400.00
30		Concrete Pavement (Driveway, Stamped)	25.0	m2	\$ 16.00	\$ 400.00
31		Restoring Roadway Surfaces	24,045.0	m2	\$ 1.50	\$ 36,067.50
32		Hot Mix HL 4 (Surface Course, 60mm)	3,540.0	tonne	\$ 85.00	\$ 300,900.00
33		MTU - Material Transfer Unit	3,540.0	tonne	\$ 3.00	\$ 10,620.00
34		Hot Mix HL 4 (Surface Course, 50mm Driveways)	160.0	tonne	\$ 140.00	\$ 22,400.00
35		R-10 Rip-Rap on Geotextile	225.0	tonne	\$ 85.00	\$ 19,125.00
36		Concrete Curb and Gutter	80.0	m	\$ 80.00	\$ 6,400.00
37		Import Topsoil and Hydroseed	2,185.0	m2	\$ 10.00	\$ 21,850.00
38		Pavement Marking (Double Application, 10cm Solid Yellow Single Centreline)	3,435.0	m	\$ 2.00	\$ 6,870.00
39		Pavement Marking (Double Application, 10cm Solid White Edge Line)	6,870.0	m	\$ 2.00	\$ 13,740.00
40		Pavement Marking, Durable (Double Application, 60cm Stop Bar)	4.0	ea	\$ 200.00	\$ 800.00
41		Railway Flagging (Provisional)	10.0	day	\$ 1,500.00	\$ 15,000.00

TOWNSHIP OF PUSLINCH

CARTER ROAD AND FARNHAM ROAD SURFACE WORKS

PROJECT No. 123018-6

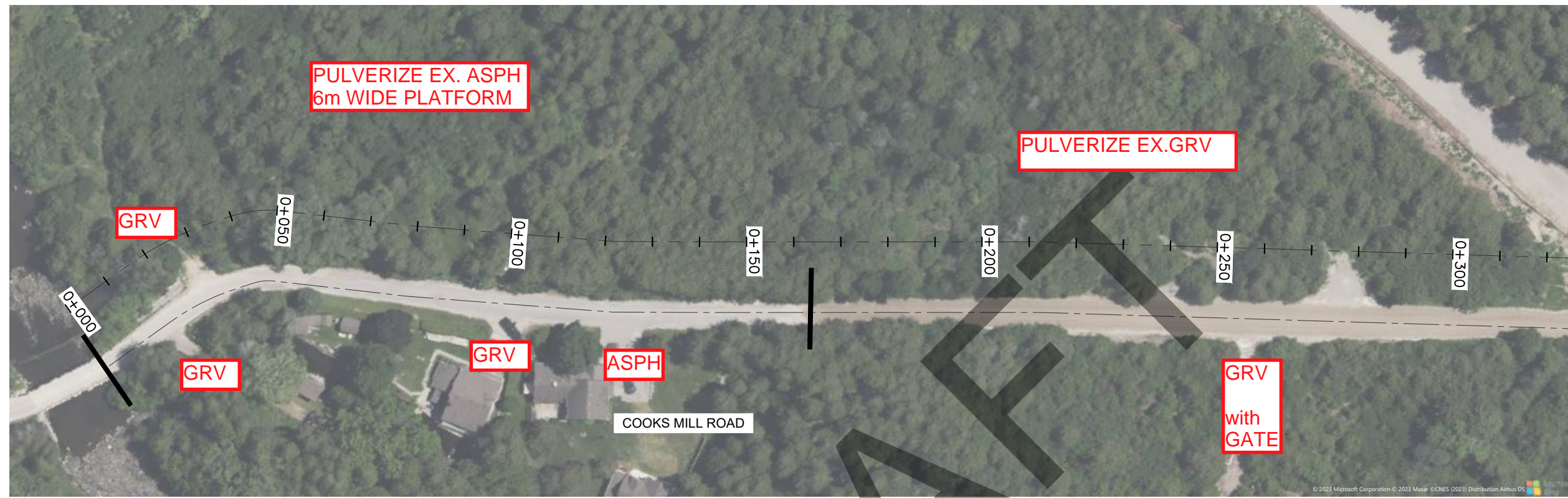
Preliminary Cost Estimate

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	EST. QTY.	EST. UNIT PRICE	TOTAL AMOUNT
42		Mailbox Relocation (Provisional)	67.0	ea	\$ 200.00	\$ 13,400.00
43		Install Traffic Sign (Provisional)	1.0	ea	\$ 150.00	\$ 150.00
44		Remove and Replace Existing Wood Fence (Provisional)	20.0	m	\$ 60.00	\$ 1,200.00
45		Street Sweeper with Operator (Provisional)	20.0	hr	\$ 140.00	\$ 2,800.00
46		Water for Compaction and Dust Suppression (Provisional)	500.0	m3	\$ 16.00	\$ 8,000.00
47		Hydrovac Excavation (Provisional)	20.00	hr	\$ 500.00	\$ 10,000.00
48		Gradall with Operator (or Equivalent, Ditching, Provisional)	10.00	hr	\$ 200.00	\$ 2,000.00
49		Allowance for Incidental Scope	1.0	L.S.	\$ 30,000.00	\$ 30,000.00
ESTIMATED CONSTRUCTION COST						\$ 884,620.00
Legal Survey and Property Acquisition Allowance						\$ 20,000.00
AC Index Adjustment (No Bid)						\$ 30,000.00
Contingency Allowance						\$ 80,000.00
Utility Relocation Allowance						\$ 15,000.00
Geotechnical Investigation						\$ 25,000.00
Engineering, Contract Administrator and Construction Inspection						\$ 70,000.00
TOTAL ESTIMATED COST						\$1,124,620.00
TOTAL ESTIMATED COST (ROUNDED)						\$1,130,000.00

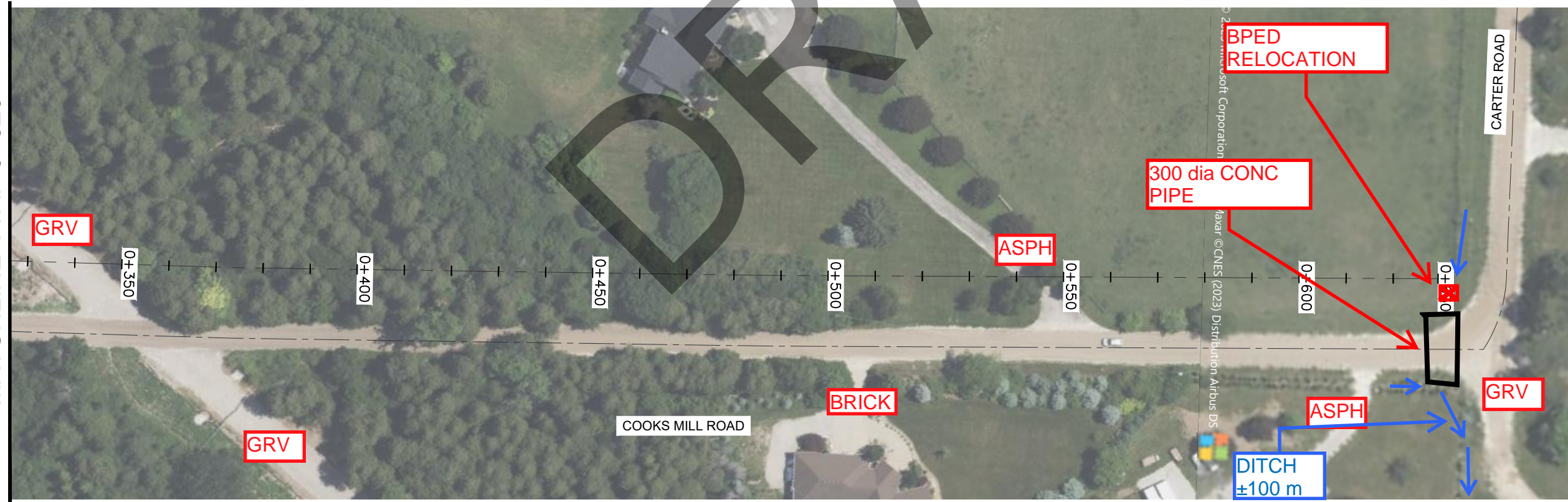
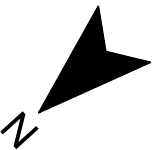


PUSLINCH

CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM



MATCHLINE STA. 0+320
SEE FIGURE No. 1



SEE FIGURE No. 1
MATCHLINE STA. 0+320

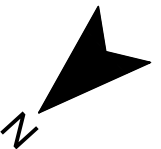


FIGURE No. 1
CARTER ROAD

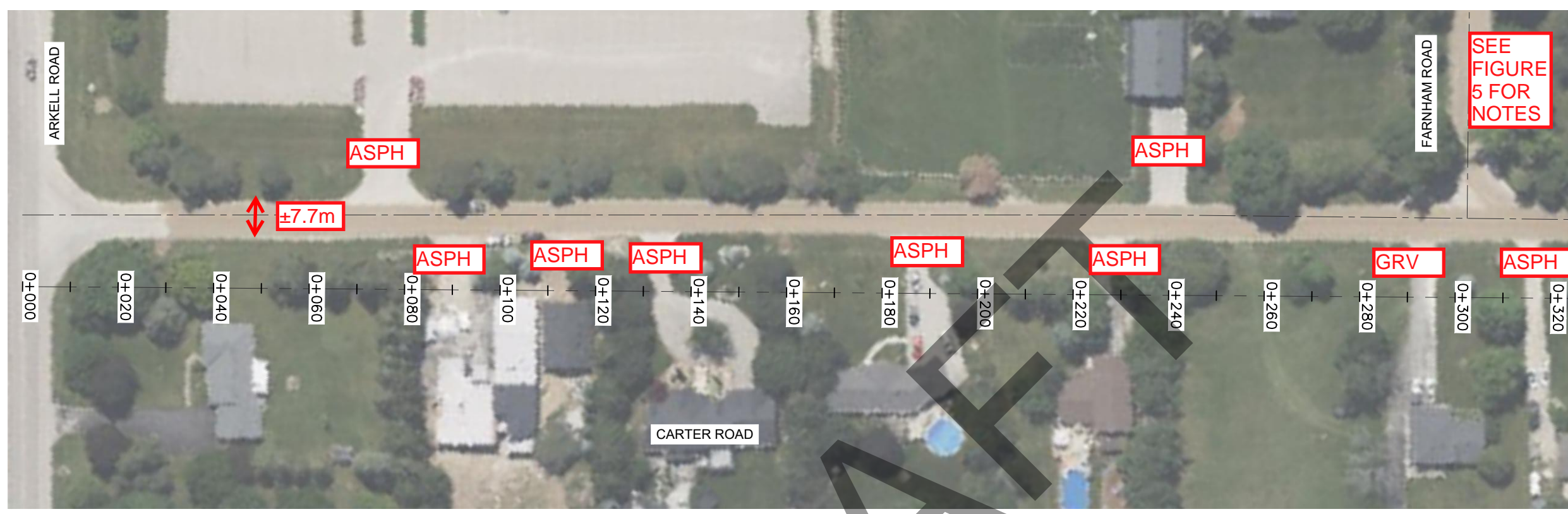
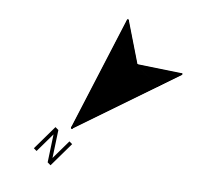
- CLEAR AND GRUB AT THE ILLEGAL TRAIL OF THIS PROPERTY
- DITCH RUNS IN THE ILLEGAL TRAIL
- PUT BACK GRANULAR A BESIDES DITCH

FILE:W:\Gueph\123-2023\123018 Puslinch Asphalt Program\5 Work in Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 2
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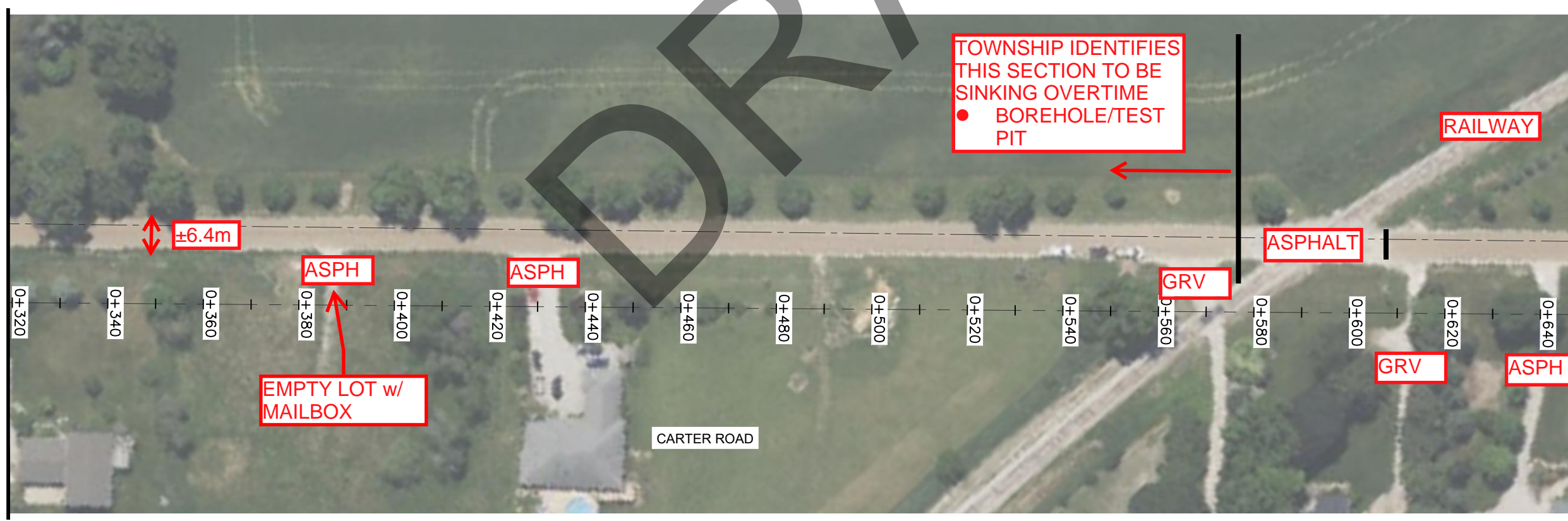
PUSLINCH

CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM



MATCHLINE STA. 0+320
SEE FIGURE No. 2

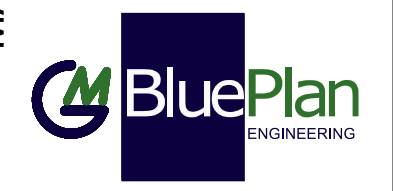
- ACCOUNT FOR MAILBOX RELOCATION FOR EVERY DRIVEWAY
- PAVED FROM GRASS TO GRASS (CONSISTENT WIDTH, TOPSOIL AND HYDROSEED ON THE SHOULDER OF WIDER AREA) LINEPAINTING
 - EDGE LINE
 - CENTRELINE
 - STOP BAR?



SEE FIGURE No. 2
MATCHLINE STA. 0+320

MATCHLINE STA. 0+640
SEE FIGURE No. 2

FIGURE No. 2
CARTER ROAD



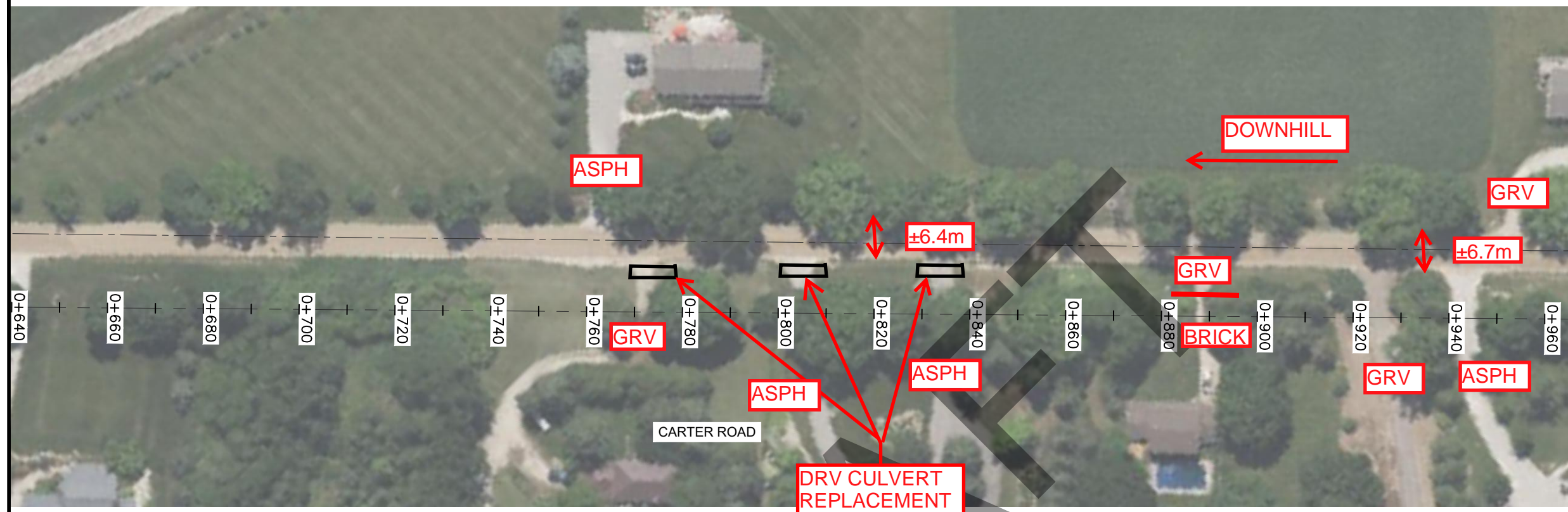
123018
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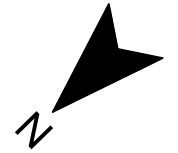
PUSLINCH

CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM

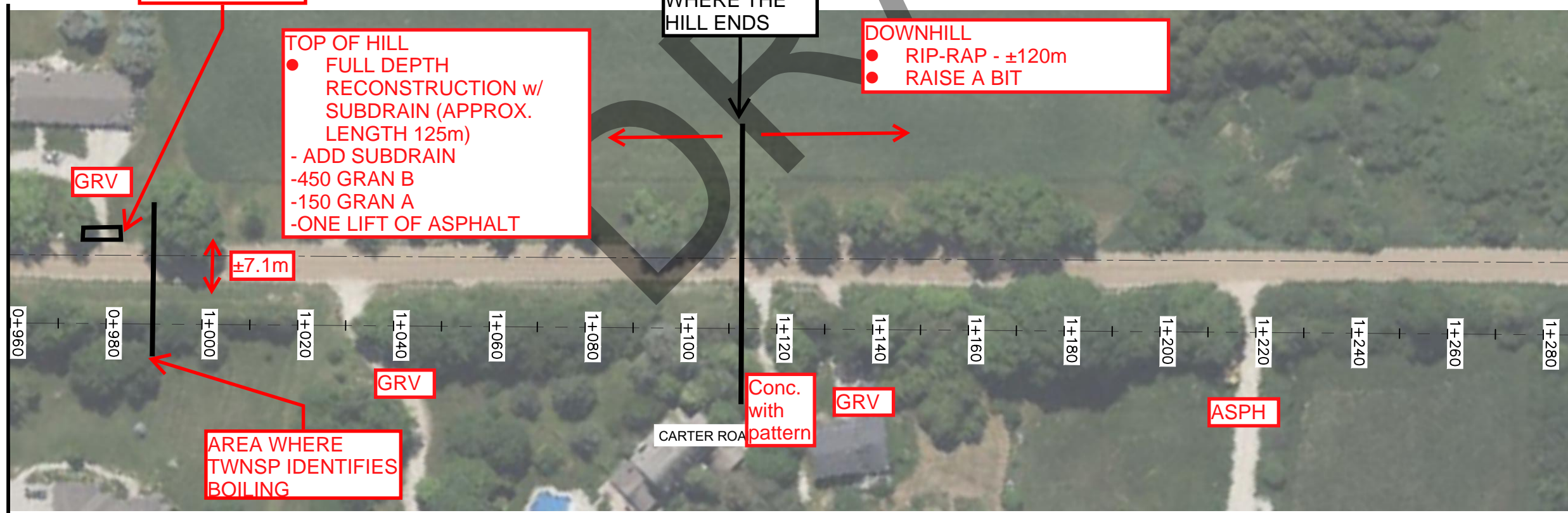
SEE FIGURE No. 2
MATCHLINE STA. 0+640



MATCHLINE STA. 0+960
SEE FIGURE No. 3



SEE FIGURE No. 3
MATCHLINE STA. 0+960



MATCHLINE STA. 1+280
SEE FIGURE No. 4

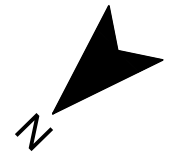


FIGURE No. 3
CARTER ROAD



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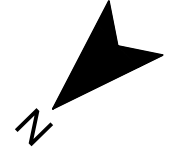
PUSLINCH

CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM

SEE FIGURE No. 3
MATCHLINE STA. 1+280



MATCHLINE STA. 1+600
SEE FIGURE No. 4



SEE FIGURE No. 4
MATCHLINE STA. 1+600

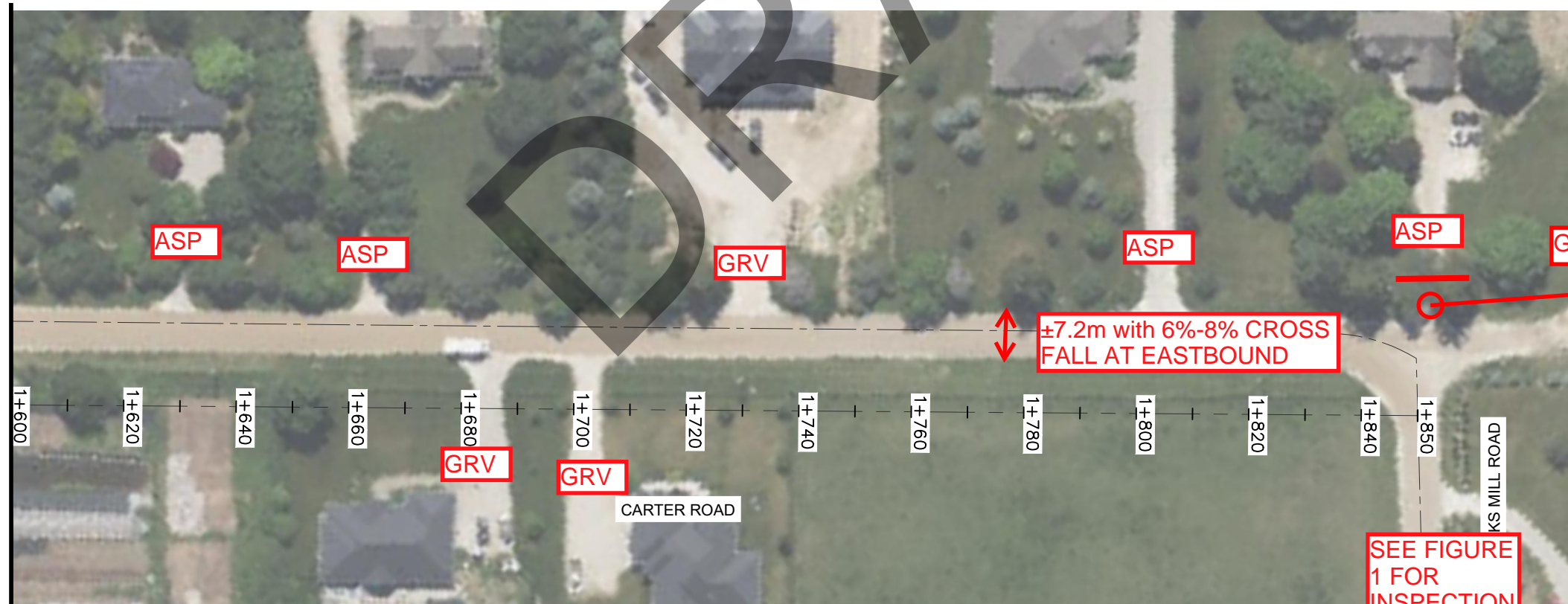
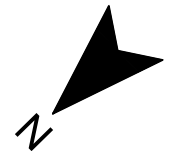


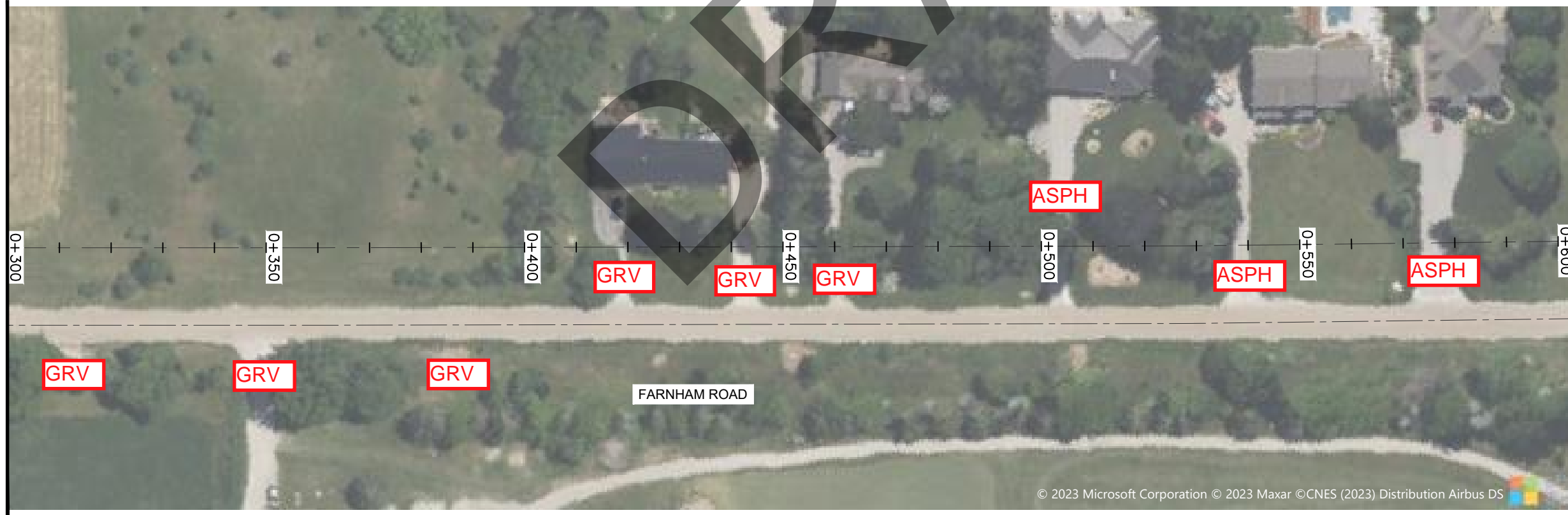
FIGURE No. 4
CARTER ROAD



123018
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Scale: 1:1000 | NAD 1983 UTM Zone 17N

FILE:W:\Guephh\123-2023\123018 Puslinch Asphalt Program\Work In Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 5
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SEE FIGURE No. 5
MATCHLINE STA. 0+300



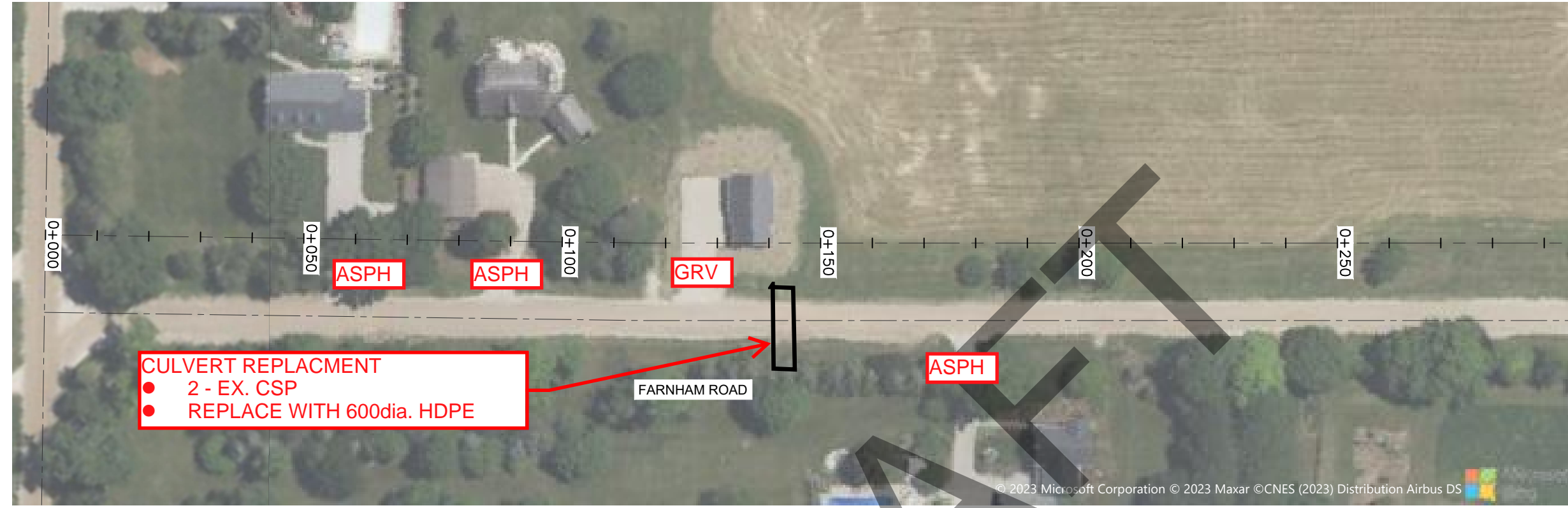
MATCHLINE STA. 0+600
SEE FIGURE No. 6

FIGURE No. 5
FARNHAM ROAD



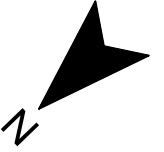
123018
MAY 2023
Scale: 1:1000 | NAD 1983 UTM Zone 17N

CARTER ROAD



CULVERT REPLACEMENT
● 2 - EX. CSP
● REPLACE WITH 600dia. HDPE

MATCHLINE STA. 0+300
SEE FIGURE No. 5



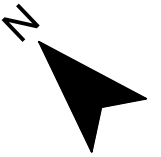
PUSLINCH

CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM



PUSLINCH

CONTRACT No. PW##-###
PUSLINCH ASPHALT PROGRAM



450dia. HDPE
FLOWING TO
WEST

SEE FIGURE No. 5
MATCHLINE STA. 0+600

at least 80m long

FLOWERBED

CURB AND GUTTER
(ASPH???) UNTIL
FLOWER BED
VS
RIP-RAP DITCH
FLOWING NORTH

PULVERIZE EX.
ASPH AND
PAVED

PROP. TO
SUPERELEVATE
GOING EAST

MATCHLINE STA. 0+260
SEE FIGURE No. 6

BRICK

GRV

GRV

ASPH

BRICK

GRV

FARNHAM ROAD

ARKELL ROAD

© 2023 Microsoft Corporation © 2023 Maxar ©CNES (2023) Distribution Airbus DS

FIGURE No. 6
FARNHAM ROAD



123018
MAY 2023 Scale: 1:1000 | NAD 1983 UTM
Zone 17N

FILE:W:\Gueph\123-2023\123018 Pulinch Asphalt Program\5 Work In Progress\Drafting\Sheets\123018 - GEN.dwg LAYOUT:FIGURE No. 6
LAST SAVED BY:nbaltazar, 5/5/2023 9:50:14 AM PLOTTED BY:Neil Baltazar - GM BluePlan 5/5/2023 9:51:44 AM

FOT
COOKS MILLS ROAD SURFACE WORKS
PROJECT No. 124001

Preliminary Cost Estimate

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	EST. QTY.	EST. UNIT PRICE	TOTAL AMOUNT
1		Bonding and Insurance	1.0	L.S.	\$ 7,000.00	\$ 7,000.00
2		Mobilization and Miscellaneous Project Costs	1.0	L.S.	\$ 7,000.00	\$ 7,000.00
3		Traffic Control - Road Closed	1.0	L.S.	\$ 5,000.00	\$ 5,000.00
4		Soil Management Plan	0.0	L.S.	\$ 3,000.00	\$ -
5		Allowance for Contractor Qualified Person	0.0	hr	\$ 150.00	\$ -
6		Close Cut Clearing and Grubbing	1.0	L.S.	\$ 5,000.00	\$ 5,000.00
7		Light-Duty Sediment Barrier	100.0	m	\$ 16.00	\$ 1,600.00
8		Earth Excavation, Grading (Ditching, Offsite Disposal)	50.0	m3	\$ 35.00	\$ 1,750.00
9		Removal of Interlocking Brick (Driveways, Salvage Brick)	20.0	m2	\$ 20.00	\$ 400.00
10		Granular 'A' (Road Base)	350.0	tonne	\$ 23.00	\$ 8,050.00
11		Granular 'A' (Driveways)	10.0	tonne	\$ 40.00	\$ 400.00
12		Interlocking Brick (Driveways, Salvaged Brick)	20.0	m2	\$ 20.00	\$ 400.00
13		Restoring Roadway Surfaces	3,000.0	m2	\$ 1.50	\$ 4,500.00
14		Hot Mix HL 4 (Surface Course, 60mm)	400.0	tonne	\$ 85.00	\$ 34,000.00
15		MTU - Material Transfer Unit	400.0	tonne	\$ 3.00	\$ 1,200.00

16		Hot Mix HL 4 (Surface Course, 50mm Driveways)	10.0	tonne	\$ 250.00	\$ 2,500.00
17		Import Topsoil and Hydroseed	150.0	m2	\$ 10.00	\$ 1,500.00
18		Pavement Marking (Double Application, 10cm Solid Yellow Single Centreline)	0.0	m	\$ 2.00	\$ -
19		Pavement Marking (Double Application, 10cm Solid White Edge Line)	0.0	m	\$ 2.00	\$ -
20		Pavement Marking, Durable (Double Application, 60cm Stop Bar)	1.0	ea	\$ 200.00	\$ 200.00
21		Mailbox Relocation (Provisional)	3.0	ea	\$ 400.00	\$ 1,200.00
22		Install Traffic Sign (Provisional)	1.0	ea	\$ 250.00	\$ 250.00
23		Remove and Replace Existing Wood Fence (Provisional)	0.0	m	\$ 60.00	\$ -
24		Street Sweeper with Operator (Provisional)	4.0	hr	\$ 140.00	\$ 560.00
25		Water for Compaction and Dust Suppression (Provisional)	100.0	m3	\$ 16.00	\$ 1,600.00
26		Gradall with Operator (or Equivalent, Ditching, Provisional)	10.00	hr	\$ 200.00	\$ 2,000.00
27		Allowance for Incidental Scope	1.0	L.S.	\$ 15,000.00	\$ 15,000.00
ESTIMATED CONSTRUCTION COST						\$ 101,110.00
AC Index Adjustment (No Bid)						\$ 5,000.00
Contingency Allowance						\$ 15,000.00
Utility Relocation Allowance						
Geotechnical Investigation						\$ 10,000.00
Engineering, Contract Administration and Construction						\$ 15,000.00

TOTAL ESTIMATED COST	\$ 146,110.00
TOTAL ESTIMATED COST (ROUNDED)	\$ 150,000.00

Date 4/18/2024



KIM COURTS
DEPUTY CLERK
T 519.837.2600 x 2930
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E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

May 9, 2024

Wellington County
Member Municipality Clerks

Amanda Knight, Township of Guelph/Eramosa
Nina Lecic, 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
Justine Brotherston, Township of Puslinch

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kokane@centrewellington.ca
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annilene@town.minto.on.ca
kwallace@wellington-north.com
jbroshterston@puslinch.ca

Good afternoon,

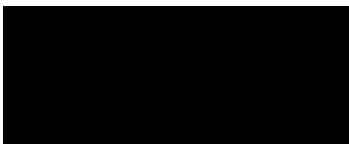
At its meeting held May 9, 2024, the Wellington County Planning Committee approved the following two recommendations:

1. That the Bill 185 – Cutting Red Tape to Build More Homes Act, 2024 report be forwarded to the Ministry of Municipal Affairs and Housing on behalf of the County and to member municipalities for their consideration prior to the comment deadline for the ERO and Regulatory Registry postings.
2. That the Proposed Provincial Planning Statement, 2024 report be received for information; and
That this report be forwarded to the Ministry of Municipal Affairs and Housing on behalf of the County and to Member Municipalities for their consideration prior to the comment deadline for the ERO posting.

The following reports are enclosed:

1. Bill 185 – Cutting Red Tape to Build More Homes Act, 2024
Jameson Pickard, Senior Policy Planner - jamesonp@wellington.ca
2. Proposed Provincial Planning Statement, 2024
Sarah Wilhelm, Manager of Policy Planning - sarahw@wellington.ca

Sincerely,



Kim Courts
Deputy Clerk



Committee Report

To: Chair and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
Date: Thursday, May 09, 2024
Subject: **Bill 185 – Cutting Red Tape to Build More Homes Act, 2024**

1.0 Purpose:

This report will provide Planning Committee with a summary of key changes proposed through Bill 185 – Cutting Red Tape to Build More Homes Act, 2024 (Bill 185) and Planning Staffs comments on some of the most impactful proposals to the County and our Member Municipalities.

2.0 Background:

On April 10, 2024, the Provincial government introduced Bill 185 into the Ontario legislature. This omnibus bill is proposing a suite of legislative, regulatory and policy initiatives that impact several pieces of legislation including the Planning Act, Municipal Act and Development Charges Act. At the time of preparing this report, Bill 185 was in its second reading.

Together with the introduction of Bill 185 was the release of the Draft 2024 Provincial Planning Statement (PPS). A review of this document is provided in a separate Planning Committee report (see PD2024-20).

Changes to the Development Charges Act are not covered in this report and are being monitored by the County Treasury Department. However, Treasury staff advised that the changes seem to make significant steps towards restoring municipalities' ability to fund growth-related infrastructure.

3.0 Bill 185 – Cutting Red Tape to Build More Homes Act, 2024

Bill 185 proposes a series of changes which the Province states will:

- Build homes cheaper and faster;
- Prioritize infrastructure for housing projects that are ready to go;
- Improve consultation processes and provide greater certainty once a decision is made; and
- Build more types of homes for more people.

The following section describes key changes proposed to the Planning Act and Municipal Act that are most relevant to the County and our Member Municipalities. As part of the Bill's release, a series of Environment Registry of Ontario (ERO) postings were published to solicit feedback on the proposals in the legislation. A complete list of the various changes proposed by Bill 185 is attached in Appendix A.

Planning Act Changes

Bill 185 proposes several changes to the Planning Act through Schedule 12 of the Legislation. Key changes include the following:

Third Party Appeals	<ul style="list-style-type: none">Proposed changes would remove third party appeals for Official Plans, Official Plan Amendments, Zoning by-laws and Zoning by-law amendments. If approved, this would remove third party appeal rights for most Planning Act applications.
Settlement Area Boundary Expansion Appeals	<ul style="list-style-type: none">Proposed changes would allow applicants to appeal a municipalities decisions/non-decision related to an expansion of a settlement area boundary expansion.Current provisions in the Planning Act do not permit the appeal of municipal decisions of OPAs and ZBAs related to settlement area boundary expansions.
Removal of Fee Refunds	<ul style="list-style-type: none">Proposed changes remove the fee refund requirements established through Bill 109 that applied if a municipality failed to make decision on a site plan and/or zoning by-law amendment applications within the legislated timelines.
Pre- Consultation	<ul style="list-style-type: none">Proposed changes would make pre-consultation meetings voluntary and at the discretion of the applicant for all Planning Act applications.
Approval Lapsing	<ul style="list-style-type: none">Developments with approved site plans which do not pull permits within a period of time can have their approvals withdrawn. Draft plans of subdivisions/condominiums will also have mandatory lapsing provisions.The time period for lapsing will be set by regulation, with a default of no less than three years if a regulation does not apply.
Updated Notice Requirements	<ul style="list-style-type: none">Proposed changes would permit municipalities to provide notice on their websites, for Planning Act purposes, if a local paper is not available.
Additional Residential Units	<ul style="list-style-type: none">The Minister is proposed to be given a new regulation-making power to remove zoning barriers for small multi-unit residential developments.The Province is seeking direct feedback on what specific zoning provisions create barriers to the development of ARUs.
Community Infrastructure and Housing Accelerator (CHIA)	<ul style="list-style-type: none">Repeal the Community Infrastructure Housing Accelerator process introduced by Bill 23.A new framework is in place for requesting MZOs. This includes demonstrating why the normal municipal process cannot be used, as well as information on indigenous engagement and public consultation.

Municipal Act Changes

Bill 185 proposes several changes to the Municipal Act through Schedule 9 of the Legislation. Key changes include the following:

Municipal Servicing Allocation	<ul style="list-style-type: none">• Changes proposed will give municipalities the authority to enact by-laws under the Municipal Act to track water supply and sewage capacity, and to set criteria for when an approved development can have their allocation withdrawn.
Municipal Incentives	<ul style="list-style-type: none">• Changes proposed to the Municipal Act would allow the Lieutenant Governor in Council to make regulations enabling a municipality to incentivize specified businesses, to attract investment in Ontario.

4.0 Comments

Planning Staff have reviewed Bill 185 and the various ERO postings and offer the following comments:

Comments of Support:

County Staff support the changes that will strengthen a municipality's ability to deliver housing approvals in a timely manner and specifically support:

- The repeal of the fee refund framework,
- The establishment of mandatory lapsing dates on Site Plan and Draft Plan of Subdivision applications;
- The strengthening of municipal authority around servicing allocation and applicable by-laws.
- The option for municipalities to provide alternative forms of notice, where local papers are not available.

With regards to the proposed regulatory changes related to ARUs (ERO posting 019-8366), the County supports in principle the concept of reducing barriers related to the construction of Additional Residential Units. However, we would continue to advocate for zoning provisions that ensure the health, safety and privacy of the occupants and neighbours are maintained and support the retention of the following zoning requirements:

- siting ARUs outside of hazardous areas,
- the provision of safe ingress and egress to the units,
- grading and drainage requirements,
- minimum setbacks to neighbouring properties and dwellings,
- the provision of adequate water and sewage servicing.

Comments Seeking Change:

County Staff have concerns with proposed changes that would frustrate and delay housing approvals by municipalities and recommend that they be removed from the legislation, these include:

- Moving to pre-consultation meetings at the discretion of applicants.

- Shifting away from comprehensive planning by allowing applicant appeals of municipal decisions/non-decisions of OPAs and ZBAs related to settlement area boundary expansions.
- Removal of third-party appeals.

Municipal staff are best positioned to know what is needed to support development applications and should be consulted prior to development applications being submitted. The change to discretionary pre-consultation meetings will result in more delays in the processing of development applications.

Significant decisions related to community growth, such as settlement area boundary expansions, should be subject to a comprehensive review process, not ad hoc requests that will require municipalities to continually rationalize the current extent of settlement areas outside of comprehensive reviews. In addition, municipalities and their elected Councils should be in control of major decisions about growing their community and directing future infrastructure investments. The proposal could create situations where Council decisions about community growth and investment are undermined and directed by Provincial Tribunals and individual landowners.

While County staff appreciate the objective of trying to speed up municipal approvals, the removal of third-party appeals for most planning applications is a concern. These changes represent a shift away from a planning process that is collaborative, rational, and serves the public interest. Targeted measures that would eliminate appeals that are frivolous, vexatious, and made with the intent to frustrate and delay, would be more appropriate than the complete removal of third-party appeal rights.

5.0 Next Steps

Bill 185 proposes another series of legislative, regulatory and policy proposals to update the land use planning policy framework in Ontario that will have varying degrees of impact on the County and our Member Municipalities.

The Province has posted proposals related to Bill 185 on the Environmental Registry of Ontario (ERO) and Regulatory Registry for comment until May 10, 2024. Planning Staff will continue to monitor the progress of Bill 185 through the legislature and will report at a later date when the legislation comes into effect and/or additional policies and regulations are made available.

6.0 Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Making the best decisions for the betterment of the community
- To assist in solving the current housing crisis

7.0 Recommendation:

That this report be forwarded to the Ministry of Municipal Affairs and Housing on behalf of the County and to Member municipalities for their consideration prior to the comment deadline for the ERO and Regulatory Registry postings.

Respectfully submitted,



Jameson Pickard, B.URPL, MCIP, RPP
Senior Policy Planner

Appendix A - Environmental Registry Posting and Ontario Regulatory Registry Postings Associated
with Bill 185 – Cutting Red Tape to Build More Homes Act, 2024

APPENDIX A

Environmental Registry Posting and Ontario Regulatory Registry Postings Associated with Bill 185 – Cutting Red Tape to Build More Homes Act, 2024

ERO – 019 -8369 Proposed Planning Act, City of Toronto Act, and Municipal Act Changes

Topic	Proposed Change
Third Party Appeals	<ul style="list-style-type: none"> Limit third-party appeals for official plans, official plan amendments, zoning by-laws, and zoning by-law amendments
Fee Refund Framework	<ul style="list-style-type: none"> Remove the fee refund provisions from the Planning Act and for zoning by-law amendment and site plan control applications
Municipal Pre-Consultation	<ul style="list-style-type: none"> Make pre-consultations voluntary at the discretion of the applicant. Allow an applicant to challenge complete applications requirements to the OLT and any time, rather than a time limited window once a municipality rejects an application as complete.
Lapsing of Approvals	<ul style="list-style-type: none"> Site Plan approvals and Draft Plan of Subdivision approvals will have mandatory lapsing dates. The time period will be set by regulation, with a default of no less than three years if a regulation does not apply.
Municipal Servicing Allocation By-laws	<ul style="list-style-type: none"> Municipalities will be given the authority to enact by-laws under the Municipal Act to track water supply and sewage capacity, and to set criteria for when an approved development can have their allocation withdrawn.
Settlement Area Boundary Expansions	<ul style="list-style-type: none"> Allow a private applicant to appeal the approval authority's refusal or non-decision so long as the proposed boundary expansion does not include any lands within the Greenbelt area.
Additional Residential Units	<ul style="list-style-type: none"> The Minister is proposed to be given a new regulation-making power to remove zoning barriers for small multi-unit residential developments. See ERO posting 019-8366 below.
Community Infrastructure and Housing Accelerator (CHIA)	<ul style="list-style-type: none"> Repeal the Community Infrastructure Housing Accelerator process introduced by Bill 23. A new framework is in place for requesting MZOs This includes demonstrating why the normal municipal process cannot be used, as well as information on indigenous engagement and public consultation.
Facilitating Standardized Housing Designs	<ul style="list-style-type: none"> Create regulation making authority to enable the establishment of criteria to facilitate the approval of standardized housing un serviced urban residential lands. If specified criteria are met certain provisions of the Planning Act could be overridden.

Expedited Approval Process for Community Service Facilities	<ul style="list-style-type: none"> • Create regulation-making authority to enable a streamlined approval pathways for prescribed class(es) of “community service facility” projects (public schools K-12, hospitals and long-term care facilities).
Upper-Tier Planning Responsibilities	<ul style="list-style-type: none"> • Identifies July 1, 2024, as the effective date of the upper-tier planning changes for Peel Region, Halton Region and York Region. • Upper-tier planning changes for the remaining four municipalities (i.e., Waterloo, Durham and Niagara Regions, and Simcoe County) would come into force at a later date. • (Not applicable to the County of Wellington)
Reduced Parking Minimums	<ul style="list-style-type: none"> • Restrict municipal councils from approving official plans or enacting zoning by-laws requiring parking in Protected Major Transit Station Areas. • (Not applicable to the County Wellington)
Exempt Universities from the Planning Act	<ul style="list-style-type: none"> • Exempt publicly assisted universities from the Planning Act for university-led student housing projects on- and off-campus.

ERO – 019-8370 Proposed Changes to Regulations under the Planning Act and the Development Charges Act: Newspaper Notice Requirements and Consequential Housekeeping Changes

Topic	Proposed Change
Digital Notification for Planning Act Applications	<ul style="list-style-type: none"> • Proposed regulatory changes would allow municipalities to provide applicable Planning Act and Development Charge Act notice on a municipal website if there is no local print newspaper available.

ERO – 019-8366 Proposed Regulatory Changes under the Planning Act Relating to Bill 185: Removing Barriers for Additional Residential Units

This posting is related to the proposed regulatory changes applicable to Additional Residential Units. The Ministry is seeking further clarification about what municipal zoning barriers are limiting the development of Additional Residential Units and asks the following questions:

1. Are there specific zoning by-law barriers standards or requirements that frustrate the development of ARUs (e.g., maximum building height, minimum lot size, side and rear lot setbacks, lot coverage, maximum number of bedrooms permitted per lot, and angular plane requirements, etc.)?
2. Are there any other changes that would help support development of ARUs.

ERO – 019-8368 Proposed Amendment to Ontario Regulation 73/23: Municipal Planning Data Reporting

Municipal Planning Data Reporting	<ul style="list-style-type: none">• Proposed regulatory changes would expand the list of municipalities required to report data to the province, the frequency of the reporting; and the content reported.• (Not applicable to the County)
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Ontario Regulatory Registry – Red Tape Reduction- Supporting Municipal Incentives for Economic Growth

The Province is seeking feedback on a change to the Municipal Act that would allow Municipalities the ability to provide direct assistance to business which support Provincial investment attraction. Currently, Municipalities are prohibited from providing direct or indirect assistance to any manufacturing, industrial or commercial business.



Committee Report

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, May 09, 2024
Subject: **Proposed Provincial Planning Statement, 2024**

1.0 Purpose

This report provides an update and comments on the proposed 2024 Provincial Planning Statement, which has been revised since 2023 and re-released for comment by the Province.

2.0 Background

On April 10, 2024, the Provincial government released an updated draft of the proposed Provincial Planning Statement (2024 Draft PPS) with a 30-day comment deadline. This follows up on the original 2023 Draft PPS which was issued for public comment in April 2023. County planning staff provided comments on the 2023 Draft PPS through Planning Committee report PD2023-17.

The release of the 2024 Draft PPS coincides with the introduction of Bill 185, the Proposed Cutting Red Tape to Build More Homes Act, 2024 by the Province. A review of this package of legislative changes is part of a separate Planning Committee report (see PD2024-19).

3.0 Overview of Proposed Changes

The 2024 Draft Provincial Planning Statement makes significant changes to the land use planning policy framework in the County of Wellington. Once approved, the new Provincial Planning Statement will replace the 2020 Provincial Policy Statement and Growth Plan for the Greater Golden Horseshoe with a more streamlined and less restrictive approach to land use planning and development in Ontario (except in the Greenbelt Area). As the Growth Plan has been the planning framework for Wellington County since 2006, there will be many changes to how growth will be managed in the future.

A summary of the key policy changes is provided in Appendix A. Below, staff provide an overview of five scoped areas that appear to have the most impact for the County and Member Municipalities.

1. No More Municipal Comprehensive Reviews for Settlement Area Expansions

- municipalities are no longer required to identify settlement area expansions as part of a municipal comprehensive review (Growth Plan, 2020) or a comprehensive review (PPS, 2020)
- scoped and less restrictive criteria for considering expansions

The bottom line: Allows for privately-initiated urban and rural settlement area boundary expansions at any time without municipal comprehensive planning oversight or shelter from appeals to the Ontario Land Tribunal.

2. A More Flexible Approach to Managing Growth

- County may continue to use 2051 Growth Plan forecasts for land use planning, with a transition to Ministry of Finance 25-year projections
- County must make land available for a range between 20 and 30 years
- County encouraged to establish intensification and density targets

The bottom line: Appears to result in more frequent, regular updates to forecasts, allocations and calculated land need.

3. Yes to Housing Options and Affordable Housing, but No to Attainable Housing

- provides for an expanded range of housing types
- added back targets and definitions for affordable housing
- changes to definition would require affordability thresholds for ownership housing and rental housing to be based on household incomes, purchase prices and average market rent for the municipality rather than the County (regional market area)
- no policies for attainable housing

The bottom line: More housing options are provided, affordable housing is added back to the PPS, but attainable housing is not addressed.

4. Planning for Sewage and Water Services

- added direction to accommodate growth in a “timely” manner that promotes efficient use and optimization of existing municipal water and sewage services and existing private communal water and sewage services
- services are to be provided to align with comprehensive municipal planning for these services
- added support for allocating and re-allocating the unused system capacity of municipal water and sewage services to meet needs for increased housing supply
- added direction to leverage the capacity of development proponents when planning for infrastructure and public service facilities, where appropriate

The bottom line: Increased importance for municipalities to integrate servicing and land use in decision-making, maintain up to date municipal water and sewage master plans and consider approaches to allocate and re-allocate unused system capacity.

5. Less Residential Lot Creation for Prime Agricultural and Rural Areas

- removal of policies for three residential lots in the prime agricultural areas
- removal of permission for subdivisions on rural lands, but maintains permission for individual lot severances
- reinstatement of previous direction for rural settlement areas (secondary urban centres and hamlets in Wellington) to be the focus of growth and development in rural areas

The bottom line: Restored policy direction to limit residential growth in prime agricultural and rural areas from 2020 PPS; but the removal of required intensification targets and density targets, together with a more flexible approach to settlement area expansions will likely lead to more prime agricultural land consumption.

4.0 Comments

Our office provided comments on the 2023 Draft PPS in May 2023. The Province has made several positive changes reflected in the 2024 Draft PPS which we support. There are also policies that require clarification and others that should be changed.

Comments of Support for:

- A wider range of housing options
- Re-introduction of affordable housing policies
- Re-introduction of residential lot creation prohibition in prime agricultural areas, except for limited surplus farm dwelling severances
- Policy clarity regarding severance of additional residential units in prime agricultural areas
- Direction of rural growth to rural settlement areas
- Ability to use the 2051 Growth Plan forecasts on an interim basis
- Planning horizon with a range between 20 and 30 years
- Ability to allocate and re-allocate unused system capacity of municipal water and sewage services
- Policies for protection of natural resources which have been maintained from 2020 PPS

Comments Seeking Clarification:

Forecasts - For a successful future transition to forecasts based on the Ministry of Finance projections, the County requests additional policy clarity and/or Provincial guidance about:

- how to separate Guelph and Wellington County projections, which are currently combined in one Census Division
- how to forecast for employment growth and households, which are not part of the Ministry of Finance projections
- how to ensure that there isn't an expectation to reconsider long-term projections on an annual basis because the Ministry of Finance projections are released annually

Comments Seeking Changes:

- **Comprehensive Review** - Staff strongly encourage the Province to add back the comprehensive review policy framework from the 2020 PPS.

This will enable Wellington County and its Member Municipalities to make comprehensive decisions about how, where and when communities grow rather than the potential for ad hoc, site-specific requests that may ultimately be determined by the Ontario Land Tribunal through costly and time-consuming appeals.

Otherwise, the Province conflicts with its own policy direction requiring prime agricultural areas to be designated and protected over the long-term for agriculture (Section 4.3, Draft 2024 PPS).

- **Settlement Area Boundary Expansion or New Settlement Areas** - Strengthened policy direction is needed to ensure that boundary expansions or new settlement areas are required to be based on a municipal land needs assessment to accommodate forecasted growth to the horizon of the Official Plan while factoring in any applicable intensification and density targets.

This will give municipalities more control over how much their communities grow and help reduce agricultural land consumption.

Otherwise, the Province conflicts with its own policy direction requiring prime agricultural areas to be designated and protected over the long-term for agriculture (Section 4.3, Draft 2024 PPS).

- **Implementation** - Staff have significant concerns and encourage the Province to remove the implementation policy added to the PPS to require official plans to “...provide clear, reasonable and attainable policies to protect provincial interests and facilitate development in suitable areas”.

As it is written, the policy is highly subjective and likely to lead to more Ontario Land Tribunal appeals, which are costly and time consuming.

- **Affordable and Attainable Housing** - With respect to housing, staff are awaiting more direction on a framework for attainable housing. While affordable housing policies have been added back to the PPS, the term also needs to be included in the definition of housing options.
- **Climate Change** - Stronger policy direction is needed to support municipal efforts regarding climate change. Now is the time that municipalities are looking to initiate climate actions and introduce ways to adapt to significant impacts from extreme weather events. The Province needs to lead this challenge and support municipal efforts on climate change.
- **Aggregate Extraction** - Stronger policy direction is needed to ensure that aggregate extraction uses are truly interim. These uses are almost completely within Provincial jurisdiction and little action has been taken to ensure dormant or minimally used sites are rehabilitated and closed. Sunset clauses on mineral aggregate licenses is a possible solution.
- **Leveraging the Capacity of Development Proponents** - The intent of the proposed policy that requires municipalities to “leverage the capacity of development proponents” in planning for infrastructure and public service facilities is unclear.

We support the option, but not the requirement, for municipalities to enter into agreements with proponents for the provision of infrastructure and public service facilities.

- **Timely Services** - The word “timely” should be removed from the water and sewage services policies as it is highly subjective and likely to lead to more Ontario Land Tribunal appeals, which are costly and time consuming.
- **Greenbelt Plan** - We do not support the proposed implementation approach for the Greenbelt Plan which would include a future administrative amendment to continue to apply existing connections in the Greenbelt Plan to the 2020 PPS and Growth Plan. This is more confusing and less streamlined than the current situation, as it appears that staff would need to continue using the 2020 PPS and Growth Plan in the Greenbelt after they have been replaced by the 2024 PPS.

We suggest instead that the Province take time to make the necessary changes to the Greenbelt Plan and to the proposed Provincial Planning Statement to ensure that there would be no change to how the Greenbelt Plan policies will be implemented moving forward.

5.0 Next Steps

The Province has posted the proposed 2024 Provincial Planning Statement for comments through the Environmental Registry of Ontario (ERO# 019-8462) by May 10, 2024.

Staff will continue to monitor available information about the new Provincial Planning Statement that impact the County and Member Municipalities. No information is currently available about when the Province might issue a final version of the PPS and when the policies will take effect.

This report is based on the synthesis of a considerable amount of information in a relatively short amount of time. It will take time to fully understand the implications of the new policies once they have been finalized. Staff will complete a more detailed analysis once the final version is available.

In the future, Ontario municipalities will be required to implement the new PPS through official plans, zoning by-laws and decisions on planning applications. Staff note that the policies of the proposed 2024 PPS continue to represent minimum standards and allow planning authorities and decision-makers to go beyond them, unless doing so would conflict with the PPS policies.

As the current County Official Plan Review includes a 5-year review component together with the municipal comprehensive review (MCR), the County is well positioned to implement the new PPS policies in the Official Plan. While the potential elimination of the Growth Plan (including the requirement to conduct an MCR) may have implications for our work plan, the Council approved MCR Phase 1 and 2 technical work provide a solid foundation for planning for future growth in Wellington.

6.0 Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

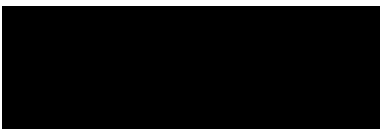
- Making the best decisions for the betterment of the community
- To assist in solving the current housing crisis

7.0 Recommendation

That the Proposed Provincial Planning Statement, 2024 report be received for information.

That this report be forwarded to the Ministry of Municipal Affairs and Housing on behalf of the County and to Member Municipalities for their consideration prior to the comment deadline for the ERO posting.

Respectfully submitted,



Sarah Wilhelm, RPP, MCIP
Manager of Policy Planning

Appendix A Summary of Key Policy Changes: Proposed Provincial Planning Statement, 2024

Appendix A

Summary of Key Policy Changes: Proposed Provincial Planning Statement, 2024

The following table provides a high-level overview of key policy changes of the proposed 2024 Provincial Planning Statement (2024 Draft PPS). Please note:

- Those items noted with an asterisk (*) are meant to highlight a change between the 2023 and 2024 version of the proposed PPS.
- Those items without an asterisk are changes from the 2020 PPS and/or 2020 Growth Plan

GROWTH MANAGEMENT	
Forecasts and Allocations	<ul style="list-style-type: none"> • direction to use Ministry of Finance 25-year projections as basis for population and employment growth (with potential to modify), with a transition phase for municipalities like Wellington to continue using the 2051 Growth Plan forecasts for land use planning* • land to be made available for a range between 20 and 30 years (rather than minimum of 25 years in 2023 Draft PPS)* • municipal land supply to be based on County allocation of population and units
New and Expanding Settlement Areas	<ul style="list-style-type: none"> • removes direction requiring settlement area expansions to be identified by municipalities as part of a municipal comprehensive review (Growth Plan) or a comprehensive review (2020 PPS) • provides for more flexible approach to considering such requests • requirement to consider need*, infrastructure and public service facility capacity, evaluation of alternative locations in prime agricultural areas*, compliance with MDS, impacts on the agricultural system* through agricultural impact assessment or analysis, phased progression of urban development • continues to require settlement areas (including rural settlement areas) to be the focus of growth and development • does not carry over prohibition on establishing new settlement areas from Growth Plan, but 2024 version only allows where it has been demonstrated that the infrastructure and public service facilities to support development are planned or available*

GROWTH MANAGEMENT (continued)

Intensification	<ul style="list-style-type: none">• direction for municipalities to support general intensification and redevelopment• support for municipalities to set targets in built-up areas, but without the previous direction to require minimum targets to be established as in 2020 PPS or 20% minimum intensification target as in the Growth Plan
Density	<ul style="list-style-type: none">• density targets encouraged for new settlement areas or expansion lands, but without previous minimum target of 40 residents and jobs per hectare in the Growth Plan for Wellington• Removal of 2020 PPS direction for new development in growing areas to be adjacent to existing built-up area
Strategic Growth Areas	<ul style="list-style-type: none">• concept of strategic growth areas carried over from the Growth Plan to the PPS• allows for such areas to be identified by municipalities to be the focus for intensification and higher-density mixed uses• policy removed which allowed minimum density targets to be established for these areas• policies added to enable planning authorities to prioritize these areas for planning and investment for infrastructure and public service facilities
Complete Communities	<ul style="list-style-type: none">• concept of complete communities, one of the guiding principles of the Growth Plan, has been carried over to proposed PPS• removes 2020 PPS policy direction to avoid development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas• adds policy support for improving social equity and overall quality of life for people of all ages, abilities and incomes, including equity-deserving groups

INFRASTRUCTURE AND PUBLIC SERVICE FACILITIES	
Planning for Infrastructure and Public Service Facilities	<ul style="list-style-type: none"> • added direction to leverage the capacity of development proponents when planning for infrastructure and public service facilities, where appropriate* • removal of policies to support prioritizing infrastructure and public service facility planning and investment in strategic growth areas* • additional policy clarification supporting public service facilities to be planned and co-located with each other, and with parks and open space where appropriate* • new policies supporting municipalities, school boards and childcare service providers to work closely together in planning for schools and child care facilities
Sewage, Water and Stormwater	<ul style="list-style-type: none"> • added the undefined word “timely” to policy direction for accommodating forecasted growth for planning for sewage and water services*, but continues to promote efficient use and optimization of existing municipal and private communal sewage and water services • added direction to “align” with municipal planning for sewage and water services, where applicable* (rather than consider) • added support for allocating and re-allocating the unused system capacity of municipal water and sewage services to meet needs for increased housing supply* • concept of servicing “hierarchy” replaced with servicing “options” • removal of policy direction to promote use of existing municipal water and sewage services for intensification and redevelopment to optimize the use of the services* • clarification added that municipal sewage services and municipal water services include both centralized and decentralized servicing systems • policy direction added for partial services in rural settlement areas to all individual on-site water services in combination with municipal sewage services or private communal sewage services*
Source Water Protection	<ul style="list-style-type: none"> • new direction to integrate sewage, water and stormwater services with Source Water Protection (Clean Water Act)

AGRICULTURE AND RURAL AREAS	
Agricultural System Mapping	<ul style="list-style-type: none"> • direction to use an agricultural system approach, but not based on Provincial mapping* • clarification will be needed regarding the application of the Provincial mapping in the Greenbelt Area
Residential Severances in Prime Agricultural Area	<ul style="list-style-type: none"> • prohibits residential lot creation as in 2020 PPS (removed allowance for up to three residential severances from a parcel of land in the prime agricultural area)*
Additional Residential Units	<ul style="list-style-type: none"> • permits up to two additional residential units plus the principal dwelling, subject to criteria
Surplus Farm Dwelling Severances	<ul style="list-style-type: none"> • limits number of severances to one residence per farm consolidation (either principle dwelling or an additional residential unit, subject to criteria)*
Removal of Land from Prime Agricultural Areas	<ul style="list-style-type: none"> • more flexible approach to allow removal of land from prime agricultural areas for new or expanding settlement areas than 2020 PPS and Growth Plan
New Non-agricultural Uses in Prime Agricultural Area	<ul style="list-style-type: none"> • new requirement for an agricultural impact assessment in these instances to identify potential impacts and recommend avoidance and mitigation approaches • broadens review of impacts from “surrounding agricultural lands and operations” to “the agricultural system”*
Residential Lot Creation in Secondary Agricultural Area	<ul style="list-style-type: none"> • limited to severance as in 2020 PPS (removed permission for subdivisions on rural lands)*
Rural Area Growth	<ul style="list-style-type: none"> • reinstated policy from 2020 PPS requiring rural settlement areas to be the focus of growth and development in rural areas*

NATURAL HERITAGE	
Natural Heritage	<ul style="list-style-type: none"> • Restored 2020 PPS policies and definitions*
Natural Heritage System	<ul style="list-style-type: none"> • direction to identify natural heritage systems based on approach recommended by Province, but not based on Provincial Natural Heritage System for the Growth Plan • natural heritage system in Greenbelt would appear to continue to apply

HOUSING	
Affordable Housing	<ul style="list-style-type: none"> added back requirement for targets for housing that is affordable to low and moderate income households * also reinstates definition of “affordable” and “low and moderate income households”, but would measure income for the municipality rather than the regional market area (County)*
Attainable Housing	<ul style="list-style-type: none"> no new policies proposed to address attainable housing
Housing Options	<ul style="list-style-type: none"> definition of housing options expanded to include additional types of housing (e.g. farm worker housing, multi-generational housing, low- and mid-rise apartments, etc.) but removes affordable housing added support for housing on underutilized shopping malls and plazas*

EMPLOYMENT	
Employment Area Definition	<ul style="list-style-type: none"> employment area definition scoped to exclude institutional and commercial uses, including those retail and office uses not associated with a primary employment use
Employment Area Conversions	<ul style="list-style-type: none"> allows removal of land no longer required for employment area uses (formerly employment conversions), subject to criteria including need such removals are no longer required to be considered as part of a municipal comprehensive review (Growth Plan) or an official plan review or update (2020 PPS)
Compatibility	<ul style="list-style-type: none"> overall strengthening of policy requirements for land use compatibility between sensitive land uses and employment areas*
Rural Employment Areas	<ul style="list-style-type: none"> does not carry over Growth Plan restrictions which limit employment areas on rural lands to those designated as of 2006 and further limit expansion of such areas

CLIMATE CHANGE	
Climate Change	<ul style="list-style-type: none"> overall, a much more general, less restrictive policy approach to plan for the impacts of climate change

IMPLEMENTATION AND INTERPRETATION	
Approach	<ul style="list-style-type: none"> the proposed policies continue to represent minimum standards and allow planning authorities and decision-makers to go beyond them, unless doing so would conflict with the PPS policies new implementation policy has been added to require official plans to “...provide clear, reasonable and attainable policies to protect provincial interests and facilitate development in suitable areas”
Timing	<ul style="list-style-type: none"> a short transition period is still proposed before the final PPS policies take effect to provide municipalities with some time to understand and adapt to the policy changes the intention continues to be that official plans would be updated to implement the new policies at the time of their ordinary review cycle Decisions on a planning matter must be consistent with the new PPS, once in effect
Greenbelt Area	<ul style="list-style-type: none"> Province is proposing a future administrative amendment to the Greenbelt Plan to clarify that existing policy connections in the Greenbelt Plan to the 2020 PPS and Growth Plan remain in effect the Government has indicated this scoped policy change would maintain existing Greenbelt Plan standards and clarifies that existing policy connections in the Greenbelt Plan to the 2020 PPS and Growth Plan remain in effect
Zoning	<ul style="list-style-type: none"> policy direction for planning authorities to keep zoning by-laws up-to-date with their official plans and the PPS preamble to PPS also supports forward-looking zoning by-laws that facilitate an appropriate range and mix of housing options for all Ontarians



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March 1, 2024

Wellington County
Member Municipality Clerks

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Nicole Cardow, Town of Erin
Kerri O'Kane, Township of Centre Wellington
Larry Wheeler, Township of Mapleton
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Good day,

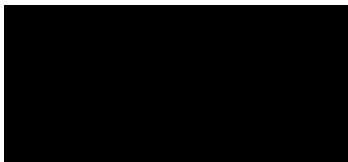
At its meeting held February 29, 2024 Wellington County Council approved the following recommendation from the Police Services Board:

That the Board direct the Board Secretary to forward the Inspector's 2023 Year-End Report to each local municipal Council, accompanied with an offer to attend each Council to review the Report's contents.

Enclosed is the Wellington County OPP Detachment Commander's 2023 Year-End Report.

Should you have any questions, please contact Inspector Stephen Thomas, Detachment Commander at Stephen.Thomas@opp.ca.

Sincerely,



Kim Courts
Deputy Clerk

c. Inspector Stephen Thomas, Wellington County OPP Detachment Commander



**County of Wellington O.P.P.
Police Services Board Report**

2023 Year End Report

Detachment Commander
Inspector Steve Thomas

From the Detachment Commander

As we move into 2024, this report looks back and reflects on both the challenges and successes of 2023. I would like to thank all the officers, auxiliaries, and civilian support staff in Wellington County for their dedication and hard work as we dealt with an increased number of calls for service, weather-related events and the tragic loss of too many colleagues across the policing world in Ontario and across Canada.

Wellington County OPP welcomed two new recruits and three Experienced Police Officers in 2023. We were also pleased to receive two new Staff Sergeants and two new Sergeants. Both Sergeants and one of the Staff Sergeants started their careers as Provincial Constables within Wellington County and worked diligently to earn their promotions.

The overall number of collisions in 2023 echoed the 2022 numbers, but unfortunately, there were 18 fatal collisions in Wellington County in 2023. Our thoughts go out to those affected by these tragic collisions.

Wellington County detachment members continued to do proactive traffic enforcement and RIDE programs throughout 2023. I am pleased to announce that there was an overall decrease in traffic offences in the “Big 4” categories. Our traffic management unit will continue to be strategically deployed across the county based on high complaint areas, black cat speed data, and collision information in hopes to further enforce and reduce the “Big 4”.

On behalf of the Wellington County OPP, we want to wish everyone a safe and healthy 2024. Wellington County OPP will continue to work with the community and our partners to ensure that the safety and well-being of our citizens remains paramount.



Inspector Steve Thomas
519-846-5930

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Crime

Crime Unit

Supervisor: Detective Sergeant (D/Sgt) Jennifer Foley

The Wellington County Crime Unit saw personnel changes in 2023, with the addition of two new members. In March, D/Sgt Jennifer Foley, returned to Wellington County as the Area Crime Supervisor. From 2008 to 2018, Foley worked as a Detective Constable in the Wellington Crime Unit. In 2018, she transferred to the West Region Criminal Operations - Regional Support Team where she worked on major cases with the OPP Criminal Investigation Bureau throughout West Region. Foley brings a strong background in criminal investigation and a familiarity with the communities in Wellington County. In October 2023, Detective Constable (D/C) Dan Farrugia, joined the Crime Unit and has demonstrated a tenacity for investigating criminal offences and solving crimes.

The Crime Unit dedicated significant time to death investigations, including 3 active homicide investigations, 3 historical homicides, 1 found human remains and a suspicious death. In the fall, three people were arrested and charged with kidnapping and first-degree murder in relation to the death of Jason Brown in 2020. In November, charges of manslaughter were laid in relation to a Wellington North altercation that occurred in January.

Members of the Crime Unit assisted the Crown Attorney in a Judge and Jury, Superior Court, murder trial that started in September. After the 24-day trial, Kyle Gemin, was found guilty of second-degree murder for killing of his grandfather, George Gemin, in July of 2020.

The Crime Unit was involved in 76-sexual-assault investigations. In May, a 29-year-old male was charged with sexually assaulting two females while posing as a rideshare driver. In September, the Crime Unit began investigating sexual assaults that occurred between 1961 and 1984. As a result, a male and a female were charged with several criminal code offences.

In July, the Crime Unit charged a 21-year-old resident with several arson offences in relation to seven fires in Wellington North.

In addition to investigating major criminal offences in Wellington County, members of the Crime Unit support community groups and participate in community events. A member of the Crime Unit sits on the board of directors for Guelph-Wellington Victim Services, Seniors at Risk Committee and Law Enforcement Agencies and Partners Protecting Seniors. D/C Heidi Pautsch has taken the initiative to organize several community presentations on Fraud Prevention, focusing on promoting education and awareness among seniors.

In June, a member of the Crime Unit organized Wellington County OPP's participation in the Sirens for Life, blood donation drive: A battle between the emergency services to give the most blood donations to Canadian Blood Services. In June, D/C Roman Walizad attended a community event hosted by Toronto Police Service and Afghan Nobel TV to celebrate the Islamic holiday of Eid. The event was an opportunity to showcase the accomplishments of the Afghan community of Ontario while promoting careers in policing. During the celebration, D/C Walizad received recognition for his role in collecting donations for refugees who arrived in Ontario following the Turkey/Syria earthquake in February.

The Crime Unit works closely with the Intimate Partner Violence/Human Trafficking/Hate Crime Liaison. That position was filled by Provincial Constable (PC) Jacob Unger in November. In this role, PC Unger reviews all occurrences of Intimate Partner Violence, Human Trafficking and Hate Crime and provides community education, referral to support agencies and offers investigative guidance to front line officers. PC Unger works in partnership with community groups and support agencies within Wellington and liaises with specialty units within the OPP, including the Hate Crime/Extremism Unit, Anti-Human Trafficking Unit and Victim Response Support Unit.

Community Street Crime Unit

Supervisor: Detective Sergeant Jeff Dudley

The Wellington County Community Street Crime Unit (CSCU) continues to prioritize local crime trends, the opioid crisis and targeting local people identified in property thefts. CSCU members are committed to continuous learning and are attending training when time permits. CSCU has developed local training, mentoring initiatives for front line members to promote officer safety and enhance their local knowledge on the current drug and property crimes trends in the area.

Staffing updates

In June, Detective Sergeant Adam McGough left the CSCU and returned to the Wellington Traffic Management Unit (TMU). We'd like to say "Thank you" to Adam, for his hard work and dedication to the CSCU.

In July, we welcomed a new Detective Sergeant, Jeff Dudley, who previously worked in Community Street Crime Unit, Drug Enforcement Unit and West Region Intelligence Unit. He has a strong background in investigations and have spent the last 10 years combating illicit drugs and property crime throughout West Region. His enthusiasm will lend support the to our members and lead to the continued success of the CSCU.

In September, they welcomed a full-time member and a temporary assigned member. These officers have come from the frontline and will bring unique skill sets to the team. The additional members will allow CSCU to continue to assist frontline with investigations, combat illicit drugs and fight property crime.

Notable occurrences

CSCU members had a very busy start to 2023. Members were deployed twice, once to Eastern Ontario and once to Central Ontario, to assist with multiple search warrants for Project "COYOTE". As a result, multiple firearms and a large quantity of drugs were seized.

In March, CSCU members culminated a drug investigation into illicit substances being trafficked in the Palmerston area. As a result, a search warrant was executed at a residence. Two adults were charged with Controlled Drugs & Substances Act offences and police seized a quantity of methamphetamine, Fentanyl, MDMA and Psilocybin.

In April, CSCU executed a Controlled Drugs and Substances Act warrant in Puslinch. Members located cocaine, psilocybin, and suspected heroin. This was the conclusion of a multiple month investigation into a prolific drug trafficker.

In July, CSCU with assistance from Waterloo Region, West Region ERT, Grey-Bruce CSCU and Huron Perth CSCU concluded an investigation that led to the seizure of a loaded handgun, Canadian currency,

and cocaine. As a result of the seized property, two people from Waterloo Region have been arrested and charged with several offences.

In August, CSCU assisted with an Impaired by Drug Driving event. The driver was found passed out behind the wheel of the motor vehicle while it was in gear. The weight of the unconscious driver's foot was all that was holding the vehicle's position. The driver was arrested, and a substantial amount of fentanyl and cocaine were seized from the vehicle. The driver was charged with several related offences.

CSCU and the Crime Unit began an investigation in September for a theft of a large spool of copper wire from a business in North Wellington. Suspects entered the business and stole over \$200,000.00 worth of copper wire. CSCU liaised with other policing partners and were able to identify one of the suspects responsible for the theft. The suspect was charged accordingly.

CSCU assisted frontline with a methamphetamine trafficking case in South Wellington. CSCU investigators authored a search warrant to obtain further evidence from the suspect that will assist in the charges of trafficking. An individual was located with a quantity of methamphetamine and drug trafficking paraphernalia and charged with several offences including possession for the purpose of trafficking - methamphetamine.

In November, CSCU executed two warrants in relation to an ongoing cocaine trafficking investigation in Center Wellington. Police seized cocaine, MDMA, crack-cocaine, psilocybin (magic mushrooms), prescription pills, drug trafficking paraphernalia and a firearm, with ammunition. As a result, four people were charged with several trafficking and firearm related offences.

Also in November, CSCU assisted frontline with a cannabis trafficking investigation. An individual was arrested for Impaired Operation and had approximately 40 Kg of cannabis bud, cannabis oil, cannabis hash, cannabis vaping cartridges and over \$40,000.00 in currency. Further, investigation revealed that the accused was also operating a stolen vehicle which had a modified VIN. The accused was charged.



Traffic

Traffic Management Unit

Supervisor: Sergeant Adam McGough

Black Cat Speed Monitoring Devices – 2023 Deployments

Location	Study Length	Number of Vehicles	Recommended Enhanced Enforcement	Posted Speed Limit	85 th Percentile	Collision History (5 years)
Wellington Road 19 Centre Wellington Twp.	7 days	32,486	No	50	58	21
Wellington Road 7 Guelph/Eramosa Twp.	7 days	38,614	No	50	63	0
Beatty Ln Centre Wellington Twp.	12 days	24,675	No	50	65	7
Sligo Rd. Wellington North Twp.	8 days	11,768	Yes	50	67	0
Queen St. Town of Minto	10 days	2531	No	50	62	1
Wellington Road 124 Erin Twp.	7 days	4,371	Yes	60	75	7
Concession 4 Puslinch Twp	8 days,	4,244	Yes	50	83	5
Concession 7 Puslinch Twp	7 days	30,828	Yes	60	84	13
Wellington Road 49 Guelph/Eramosa	8 days	4,577	No	50	67	0
Blind Ln Town of Minto	8 days	5,276	No	80	97	8
Black St. Centre Wellington Twp.	8 days	21,023	No	50	50	5
Wellington Road 21 Centre Wellington Twp	7 days	27,343	No	80	87	28
Wellington Road 29 Guelph/Eramosa Twp	7 days	31,042	Yes	80	96	16

Wellington Road 34 Puslinch Twp	7 days	43,144	Yes	50	81	3
Wellington Road 35 Puslinch Twp	7 days	11,831	No	80	94	12
Wellington Road 36 Puslinch Twp	7 days	18,644	Yes	50	76	2
Wellington Rd 38, Guelph/Eramosa Twp	7 days	18,644	Yes	50	76	11
Wellington Rd 39 Guelph/Eramosa Twp	6 days	27,238	No	80	86	18
Wellington Rd 42 Erin Twp	7 days	22,501	Yes	50	74	3
Wellington Rd 49 Guelph/Eramosa Twp	7 days	3,191	Yes	50	73	0
Wellington Rd 50 Erin Twp	7 days	10,221	Yes	70	110	6
Wellington Rd 51 Guelph/Eramosa Twp	7 days	35,685	Yes	50	86	6
Pike Lake Rd Wellington North Township	7 days	4,870	No	60	86	6
Brock Rd Puslinch Twp	9 days	41,159	No	70	83	25
Concession 3 Mapleton Twp	14 days	13,962	No	60	81	4
Maltby Rd Puslinch Twp	8 days	7,042	No	60	75	6
Wellington Rd 23 Town of Erin	7 days	17,941	Yes	80	112	4
Wellington Rd 18 Centre Wellington Twp	7 days	44,488	No	60	71	4
Wellington Rd 22 Town of Erin	7 days	22,277	Yes	70	99	6

Wellington Rd 7 Mapleton Twp	7 days	48,182	Yes	50	78	3
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Enhanced Enforcement Program

Enhanced Enforcement is a focused traffic safety initiative which areas of concern are identified through various means and police conduct education and charge drivers who fail to follow the rules of the road. The goal is to reduce safety issues through visibility, presence, and enforcement.

Enhanced Enforcement protocols were rolled out on November 14.

Marine Patrol

Marine patrols for 2023, were a highly successful year; for overall deployments of the vessel and for statistics related to marine safety. There were no marine related fatalities within the County this year.

Notable Incidents

In January, a Commercial Motor Vehicle (CMV) Blitz was conducted in Arthur. 30 vehicles were inspected with 11 were taken out of service, 20 warnings given, and 22 charges laid.

The TMU hosted a joint OPP/Guelph Police Service three-day course for CMVs. A blitz on the border of Guelph and Wellington followed.

In May, a further CMV blitz was conducted in Erin. There were 11 CVSA inspectors (from Peel, Halton, York, Guelph, and OPP) and two Ministry of Finance (MOF) inspectors as well as officers helping from Auxiliary, West Region HSD, Wellington OPP - Traffic Management Unit, Wellington OPP - Community Resource Unit, and Wellington OPP Media. In total, there were 61 truck inspections with 16 vehicles taken Out of Service (26%) and 81 charges laid.

Another CMV campaign was completed in November. 26 total inspections were completed with 8 vehicles removed from the roadway, 19 Highway Traffic Act charges, 1 Criminal Code charge, a 45-day vehicle impoundment, and a licence plate seizure.

Festive R.I.D.E

Traffic Management Unit members participated extensively in our County Festive RIDE campaign to enforce impaired driving laws. Below are the statistics until December 31, 2023 for this year's campaign:

# OF VEHICLES CHECKED	3442
# OF ROADSIDE ASD TESTS	44
# OF FIRST OCCURRENCE 3 DAY WARN-RANGE SUSPENSIONS	7
SUM TOTAL OF PERSONS CHARGED AS A RESULT OF A ROADSIDE CHECK STOP	48

COLLISION REPORTING CENTRE (CRC)

Supervisor: Sergeant Ange Stiles

OPP Collision Reporting Centres (CRC) enhance safety on our county roads. They help with rapid clearance reducing the risk of secondary collisions, allows OPP to maximize resources, and allows drivers an alternate means to reporting a collision at a time that is convenient for the involved parties.

In 2023, the County of Wellington OPP were dispatched to over 1,900 motor vehicle collisions (MVCs). Of those, over 80% were “vehicle damage only” collisions.

Depending on the month, the County of Wellington CRC receives and processes over 50% of the motor vehicle collisions.

Of interest, November was the highest collision month. Many are a result of wild/domestic animal collisions. This is usually attributed to active deer breeding and seasonal movement of these animals throughout our County.

This year, the top reasons for MVCs in our County were a result of:

1. Wild/domestic animals
2. Following too closely
3. Failing to yield

We completed the hiring process to fully support the CRC at all our three Detachments. When a member of the public attends any of the County of Wellington OPP Detachments to report a minor collision, they are welcome to attend Rockwood, Fergus or Teviotdale. At their request, a member of the public is also allowed to request an officer attend the scene of their collision if they prefer not to attend our CRC.

Community Response

Community Response Unit

Supervisor: Sergeant James Mackenzie

It was a busy year for the Community Response Unit (CRU). Our team was privileged to receive many requests to join our community partners at meetings and engaging in conversation with the people that live within our County. Engagement and communication are fundamental in building relationships and allows us to demonstrate our core values in the OPP.

Our CRU team attended over 35 community events this year, from major festivals to local focused events and engaging youth at summer camps. CRU logged over 300 hours of foot patrol and over 50 hours of Bike/ATV/snowmobile patrol. Our unit assisted frontline platoons and our specialty units with approximately 780 calls for services, logged 88 marine hours and participated in 68 RIDE initiatives. Overall, our unit was versatile and connected with our community. We executed our response to interact with community members participating in many different activities.

Youth Resiliency Officer

2023 proved to be a busy year for the Wellington OPP Youth Resiliency Officer (YRO). The continued collaborations between the Upper Grand District School Board (UGDSB), Wellington OPP, Guelph Police Service and Dufferin OPP led to the emergency video system being placed in Arthur and Orangeville. This system will help emergency services better respond to critical school incidents. Both the UGDSB and Wellington Catholic District School Board (WCDSB), their police partners and the John Howard Society also worked together on a weapons education presentation that was shown to 6,802 Grade 9 and Grade 10 students across 11 schools in Guelph and Wellington County. The presentation was not only informative but also allowed students to ask questions in a safe environment.

An important topic that the YRO covered this year was online safety. There was an increase in requests for police presentations focusing on Online Safety and Cyberbullying in both the UGDSB and the Wellington Catholic School Board schools. The YRO spoke to Grades 4-8 throughout the county about 'red flags' online and what to do to stay safe. Before summer holidays the WCDSB hosted an online webinar for parents called Exploring Boundaries and Online Safety in which the YRO was a panelist speaking to trends in online activity among youth and ways to keep youth safe in an ever-changing virtual world.

Further, following the success of the #HTinWC campaign, Crime Stoppers Guelph Wellington partnered with the Wellington OPP YRO to present the 5/5/5 campaign, which focused on 5 tips, 5 ideas and 5 signs that your children are potentially being groomed for human trafficking. The YRO focused on the online safety and red flag aspect of the presentation, which was also the focus of another partnership with Safe Communities. The YRO presented to each of the Grove Hubs on online safety as part of the safety and prevention series.

The spring was busy with open houses at both Ponsonby and Minto-Clifford Public Schools. Center Wellington Operations Center hosted 60 Grade 3 students from Victoria Cross Public School where they toured the detachment, watched a demonstration from the canine officer and sat in the driver seat of a cruiser before heading over to the museum for their end of year school trip.

The YRO assisted with the Intro to First Responders class from John F Ross at the Rockwood Firehall. Grade 11 students watched demonstrations from Guelph-Wellington Fire, Paramedics and Wellington OPP and were able to speak with first responders about their roles and responsibilities. The YRO also teamed up again with the emergency management team and Wellington first responders for Emergency Preparedness Week to speak with Grade 6-8 students about what to do to prepare for an in the event of an emergency.

This past year, the Wellington Waterloo Perth Parochial Schools invited the YRO to their schools to speak about the OPP, who we are, what we do and what to do if you ever have and emergency.

This year was also the inaugural year for the Wellington OPP Youth Advisory Committee. The YAC consisted of six youth from throughout Wellington County and met once a month for two hours. The YAC recognized an issue with the communication of mental health supports in the community and developed a poster that was informative without being overwhelming. They designed the posters, reached out for funding, and have since distributed them to schools, community centres, and each of the Grove Hubs. Members of the YAC also attended the Youth Forum: Addressing the Impacts of the Pandemic on Children at The GrandWay in Elora. The YAC were able to connect with members of the community about actionable mental health initiatives as well as distributing their posters which were met with overwhelming praise.

In the warmer months, the Arthur, Fergus, and Puslinch Optimist Clubs partnered with Wellington OPP YRO to host bike rodeos throughout the county. Each of the bike rodeos had blue skies and were overwhelmingly successful with support from volunteers as well as helmets and concussion education from the Brain Injury Association of Waterloo-Wellington. The Optimist Clubs also extended their invitation to the annual UGDSB Empowerment Day held at the Sleeman Centre in Guelph.

IMPACT (Integrated Mobile Police and Crisis Team)

January 2023 to December 2023

Individuals Served	Requests for Service	Live Calls with Police	Calls Diverted from Hospital
330	683	226	91.6%

Auxiliary Unit

Unit Commander: Auxiliary Staff Sergeant J. SWAN

Liaison: Provincial Constable Kyle Draves

At the end of 2023, the Auxiliary unit currently has 18 active members. This year we had one member retire and added six new members through recruitment.

The unit had a very busy year. We attended approximately 40 different community events. The unit completed almost 1000 community hours at a variety of events throughout the County in addition to another 800 plus patrol hours (over 100 hours in Marine Patrols). In total, the unit completed almost 4000 hours of volunteer service. Please find highlights of some of these events below:

Food and Toy drives

The unit participated in three food drives in association with the Centre Wellington Food Bank. The food bank reported that several van loads of food was collected, along with around \$3500 in cash donations. In addition, we worked with the Mount Forest Canadian Tire for the second year on a Toy Drive supporting Big Brothers and Big Sisters North Wellington.

Parades

Members provided support to a variety of parades throughout the County. These included Santa Claus parades, Remembrance Day parades, the Fergus Fall Fair parade, The Fergus Scottish Festival parade, and the Elora Dominion Day parade.

New Events

The unit participated in several new events this year. We hosted the local Army Cadet Unit in Fergus for a detachment tour, assisted at the Meadows Music Festival in Fergus, the Touch a Truck event in Alma, the CBQC Family Fun Day in Elora, and the Multicultural Festival at the Wellington County Museum to name a few.

Crime Reduction/Community Safety Initiatives

The unit has an ongoing program to collect and update security camera information for the detachment in various parts of the county. As time allows, we have members go out and canvass businesses in various communities collecting information about security camera information and updating keyholder information. This is going to roll into the CamSafe Program which we will be assisting with starting in 2024.

The unit ran the Lock It or Lose It campaign in Fergus and Rockwood, in November. Approximately 128 houses were visited. In cases where homeowners were not available, information pamphlets were left behind.

One of our members, Auxiliary Natalie BUREK, was trained as a Child Car Seat Inspector. She has started organizing car seat inspection clinics. Results for this year are as follows:

Harriston: 0 inspections

Palmerston: 3 inspections

These clinics were run as a drop-in, free clinic, with the help of Jill Campbell, a volunteer technician from CPSAC. We are hoping to schedule further in advance to be able to increase our number of inspections.

In addition, Aux BUREK has advised that she has been getting requests from both Minto and Wellington North Fire Departments for any requests they receive for car seat inspections. She has arranged to do some inspections outside of the clinics run so far. We are planning to bring a training session to Wellington County in the Spring to train more of our members to become inspectors. From there, we hope to offer more clinics throughout the County. Aux BUREK has been invaluable in trying to get this initiative going again for our detachment.

In the Spring, the unit was asked to assist with distributing boat throw ropes at Conestogo Lake that were donated by a local business. We spent several hours visiting cottages on the lake and handing out the safety devices to residents.

Auxiliary Inspector, Brad HULL, performed nine fraud presentations in Wellington County last year, including a short presentation to the Police Services Board. Aux. Insp. HULL reports he already has another presentation booked in Elora in January as he continues to be available throughout 2024.

The Auxiliary unit ended 2023 with very active membership. In addition to the work mentioned above, numerous members spent countless hours coaching our new members and interviewing prospective candidates. Thankfully, we have a great core of Auxiliary Sergeants and a number of equally capable Auxiliary Constables who have worked in leadership roles over the course of the year. We are hoping to run more Lock it or Lose it campaigns, we remain ready for any Safeguard audit requests, and we are exploring some partnerships with food banks in South Wellington to expand our community presence in that part of the county. We are in the early stages of bringing back child car seat inspections which have not run in the county in several years.

We had several members who were recognized with long service awards over the past year; three recognized for 10 years of service and another three recognized for 15 years of service. This dedication is a credit to both the organization and the program.

Crime Stoppers

Sarah Bowers-Peter, Program Coordinator CSGW

Crime Stoppers Guelph Wellington (CSGW) released their annual statistics, and 2023 was an outstanding year for anonymous and confidential crime reporting.

The total number of tips received by the program increased more than 39% from the previous year to 658. These tips assisted in investigations where \$247,403 in personal property and cash was recovered and \$1,130,869 in drugs recovered for a total recovery of \$1,378,272. This is an overall increase in recovered drugs, personal property and cash of 1,170%.

In 2023, 14 cases cleared, which resulted in 17 arrests and 101 charges being laid. It also resulted in the CSGW Board of Directors approving \$4,945 in rewards to Tipsters.

“It is exciting to see how successful the program has been in 2023,” said CSGW Board Chair Dave Elloway. “The Board of Directors is aware of the volume of tips each month, but to see the accumulative impact is truly remarkable. Crime Stoppers is making a difference in the City of Guelph and County of Wellington by anonymously providing information to make our community safer. Guelph and Wellington County residents can safely Say It Here.”

“These statistics would not be possible without the assistance of our investigative partners, including Wellington County OPP and Guelph Police Service,” said Sarah Bowers-Peter, Program Coordinator of CSGW, “and most importantly, without the assistance of the brave Tipsters who come forward anonymously and confidentially. Without them, we know that 14 cases would be unsolved, 17 individuals would not have been arrested and no charges would be laid.”

She continued, saying that all tips to CSGW are forwarded to investigators and that no tip is too small.

“If you’ve been considering contacting Crime Stoppers Guelph Wellington, there is no better time,” said Bowers-Peter.

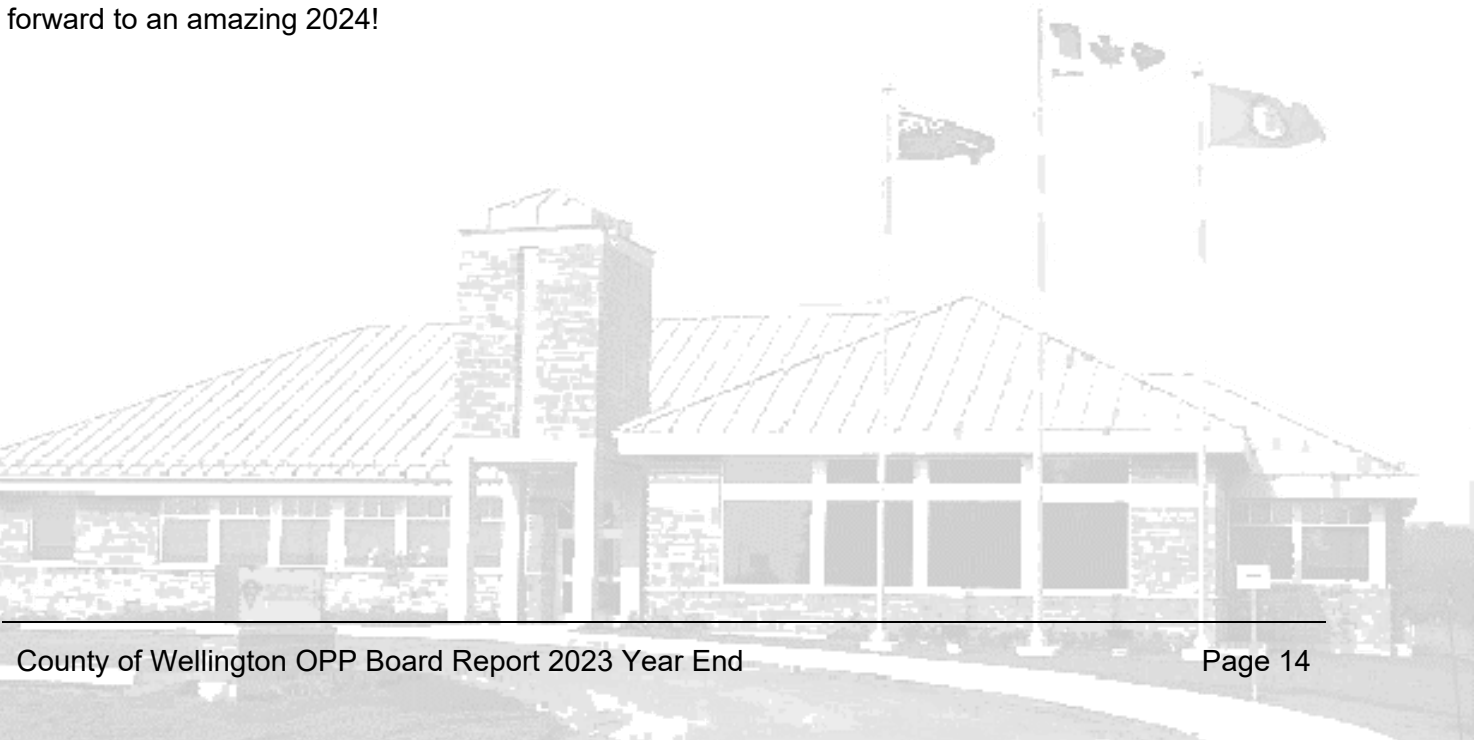
Safe Communities Wellington County

In 2023, Safe Communities Wellington County held our Priority Setting Exercise and determined our priorities for the next three years. Based on statistics, the Top three injury Emergency Department visits are Falls (62%), Sports/Recreation (14%), and Motor Vehicle accidents (9%), and our top three injury hospitalizations are Falls (74%), Motor Vehicle accidents (9%), and Intentional Self-harm (7%).

2023 also brought us our fourth virtual Safe Communities Day for exclusively Grade 5 students. This year we reached 650 students across Wellington County from both Upper Grand District School Board and Wellington Catholic District School Board. We created new videos in collaboration with Wightman Telecom to include the Grand River Conservation Authority, Centre Wellington Aquatics, and an updated video for Guelph Wellington Paramedic Services.

2023 also brought back more events where we could reach more people and focus on specific areas. At the Centre Wellington Active Living Show & Lights & Sirens, we focused on accidental poisonings; making sure medications and cannabis are kept high and locked; and our kitchen cabinets are locked to prevent toddlers from opening them. Drayton Farm Show we moved into focusing on safe driving behaviors, including wearing your helmet while riding your bike and on your ATV. The Fergus Lions Home Show we created a Safety Scavenger Hunt where participants were directed to our partners to learn a little bit more about preventing injuries. We also celebrated Safe Communities Wellington County’s 10th anniversary.

National Teen Driver Safety Week is always a hit. We visited three of the four Wellington County High Schools. We focused primarily on Impaired driving, showing the students the blood alcohol content goggles to show them what it would feel like if they have a blood alcohol content just below .08. We also brought back positive ticketing and partnering with Wellington County OPP to make it happen during that week as well. To round out the year we participated in Safety with Santa in Rockwood focusing on speaking to parents about Self Care and having the kids make a self-care tool kit. Looking forward to an amazing 2024!

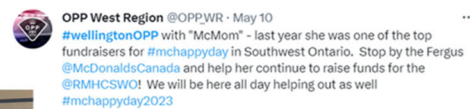


Media

Provincial Constable Josh Cunningham

The Wellington County Media Unit issued over 300 media releases in addition to social media posts, media interviews, and community talks/presentations.

The unit also attended numerous community events including Riverfest, Meadows Fest, Hillside Festival, the Highland Games, car shows and many more.



Court

Supervisor: A/Sergeant Mike DeBoer

In 2023 the Court Bureau underwent several operation changes to improve on efficiency and the implementation / coordination of several programs designed to enhance public safety and offender monitoring.

Video bail hearings continue to take place from detachment operational centres. This has been enhanced with the assistance of the Special Constables to facilitate bail hearings from all three operations centres reducing the need to transport offenders between operations centres post apprehension.

The court unit continues to notify frontline officers of any new wanted persons and assigns officers to make further attempts to locate wanted persons where possible.

The eIntake and enhanced eHub information swearing process has proven to be a success, virtually eliminating the need for officers to attend before a Justice of the Peace to swear to a criminal charge information.

Electronic disclosure of case evidence to the Provincial and Federal Crowns has improved with introduction of Digital Evidence Management. Court staff and selected administrative personnel underwent digital evidence management training for evidence handling and disclosure. Although not fully implemented yet, efficiencies in Bureau operations are already being realized.

The Court Bureau and Detachment Command have re-evaluated some case management workload issues and reassigning some court duties to administrative staff to assist, creating operational efficiencies within the unit.

The Special Constables have undertaken court monitoring with the County Prosecutor in an effort to monitor Provincial Offences Courts and coordinate officer appearances on traffic court days. This initiative has eliminated the need for officers to unnecessarily attend court in Guelph and remain mostly operational on court days. This has greatly benefitted the prosecutor and the officers during traffic court, allowing them to concentrate on their court appearances and related tasks and not on the coordination of officers appearing in person or virtually for trials.

The Court Bureau is actively participating in the Firearms Bail Compliance Project which allows for the monitoring of persons on a Judicial Release that have been involved in firearms related offences. The program allows officers an opportunity to closely monitor the offender compliance with any release conditions imposed as part of their Judicial Release. Court Bureau staff monitor cases for inclusion in the program and conduct the necessary reporting to ensure offenders are monitored and, where necessary, enforcement action is taken.

The Court Bureau is also actively reporting on the Offender Management and Apprehension Program (OMAP). This program is a crime suppression program designed to deter the criminal activities of repeat offenders. The program focuses on offenders that are deemed to be a high-risk to the safety of communities and individuals who are often involved in repeat criminal behaviour. The program is based on the principle that the offender is accountable to both the community and the justice system, while on

any form of a judicial interim release, probation/parole or on any other form of pre-trial release. The program is based on strict enforcement if an offender fails to comply with any release provision. Court Bureau staff monitor cases for inclusion in the program and conduct the necessary reporting to ensure offenders are monitored and, where necessary, enforcement action is taken.

As part of a provincial initiative, the Court Bureau has coordinated with the local Crown Attorney to implement the Intensive Serious Violent Crime Bail Teams program. This program is part of an investment to strengthen the province's bail system to ensure that high-risk and repeat violent offenders comply with their bail conditions, specifically if they re-offend or breach release conditions. The Court Bureau in coordination with the local Crown Attorney's closely monitor any bail proceedings involving repeat violent offenders to oppose bail release and advocate for strict conditions/monitoring for these individuals. The Court Bureau is responsible for monitoring and selecting cases for this initiative and making notifications to the Crown Attorney in these matters, enhancing our responsibility to victim and public safety.

Also, over the past year, Court Bureau staff and officers have made considerable efforts to participate and coordinate many community-related events throughout the county including Cops for Cancer, Sirens for Life, Tim Horton's Camp Day, Golf Tournaments, and other charitable events that benefit individuals and the communities we serve.



Personnel & Acknowledgements

Excellent Work on D Platoon

Members conducting patrols through Arthur observed a known individual riding an E bike. This person was a known wanted party and was known to be breaching judicial conditions. A second unit attended and assisted with the arrest.

PC Shody and PC Wardell demonstrated bravery in the midst of a volatile situation. We would like to thank PC Shody and PC Wardell, for all that they do on a regular basis to help keep our community safe.

D Platoon

Wellington County OPP received information from a neighboring police service about a party in crisis that was mobile. The two services converged on the area and located the individual. Officers took custody of the subject and transported them to an area hospital for a crisis assessment.

All attending officers displayed outstanding communication, leadership, and teamwork throughout the entire incident. Each member's contributions to the incident had a direct impact on the positive outcome.

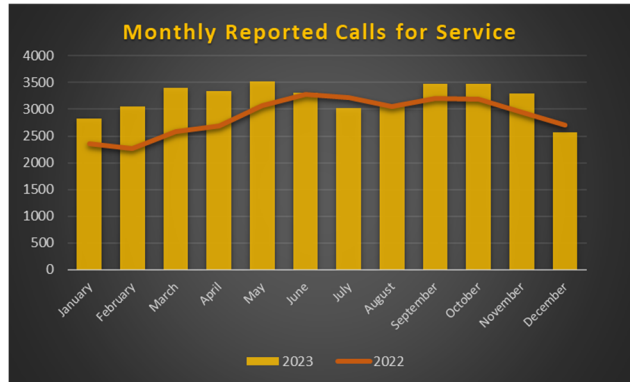


Statistics Summary

2023 Frontline Calls for Service Statistics

Calls for service in 2023 increased by 11% over 2022.

Traffic Complaints increased 9% in 2023 while Police Assistance and Motor Vehicle Collisions decreased by an average of 15%. Other lower number occurrence categories such as Robbery, Pursuits, Weapons and Unwanted Persons show an average increase of 56%.



Traffic Complaint	2532
Police Assistance	2063
Motor Vehicle Collision	1973
Police Information	1330
Suspicious Person / Vehicle	1023
Domestic Dispute	880
Mental Health Occurrences	706
R.I.D.E.	674
Traffic Hazard	628
Theft	590

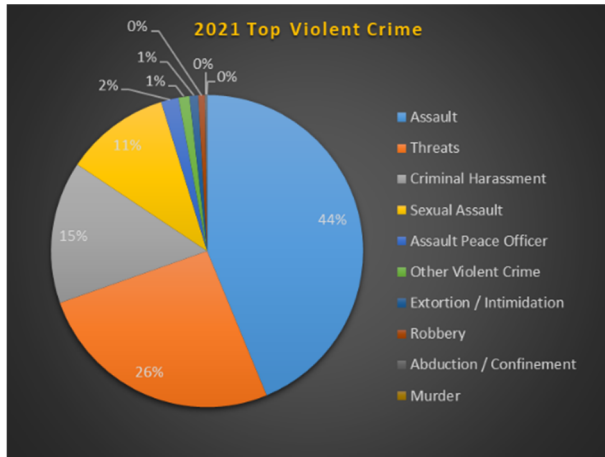
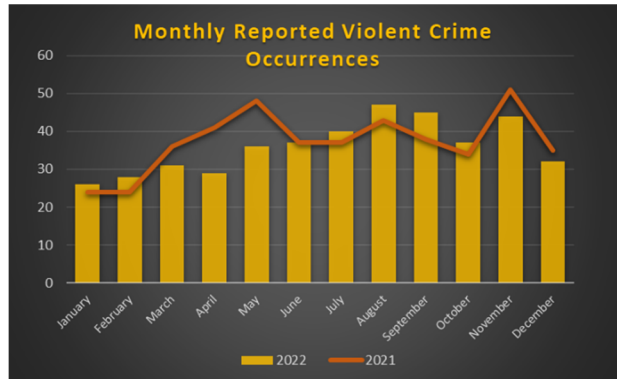
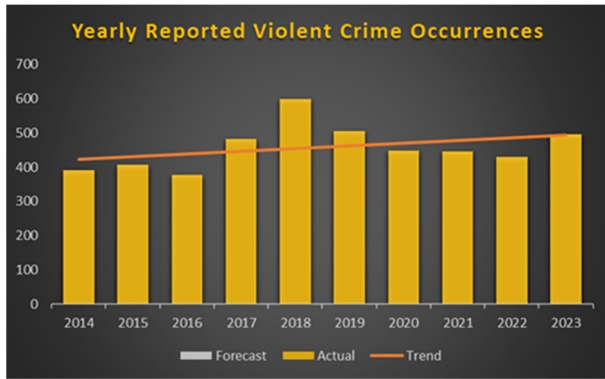
All data is based on the "Top Level" Uniform Crime Reporting category

Although many call categories experienced decreases 2023, the overall calls for service finished higher than expected trend levels. It is anticipated that calls for service and overall investigations will be similar in the coming year.

Calls for Service	2022	2023	% Change
Traffic Complaint	2313	2532	9%
Police Assistance	2300	2063	-10%
Motor Vehicle Collision	2478	1973	-20%
Police Information	1075	1330	24%
Suspicious Person / Vehicle	884	1023	16%
Domestic Dispute	787	880	12%
Mental Health Occurrences	640	706	10%
R.I.D.E.	287	674	135%
Traffic Hazard	693	628	-9%
Theft	664	590	-11%

2023 Violent Crime Statistics

All data is based on the "Top Level" Uniform Crime Reporting category

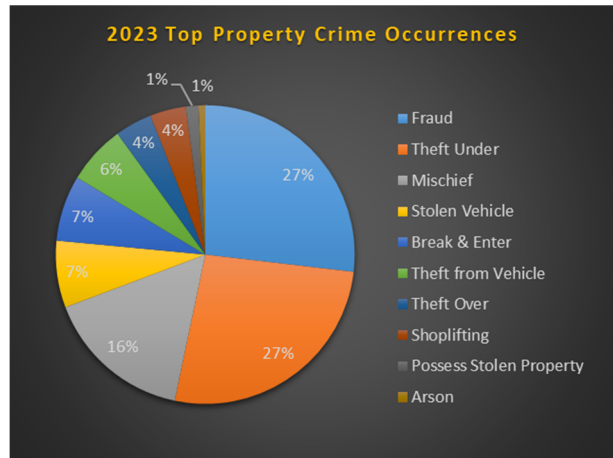
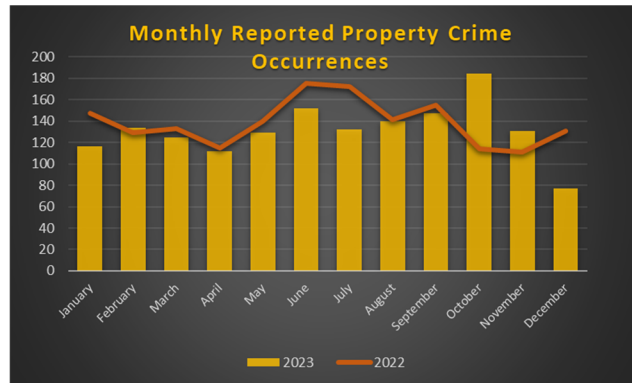
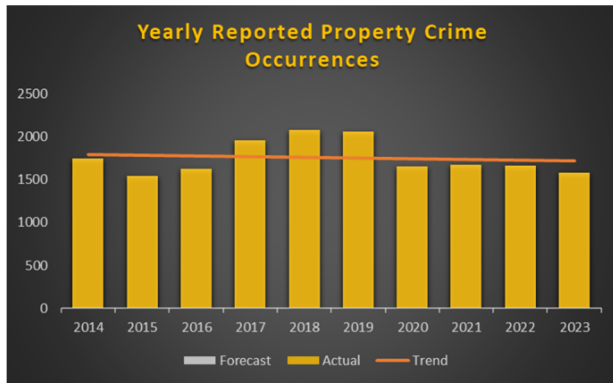


Assault	209
Threats	110
Sexual Assault	74
Criminal Harassment	69
Other Violent Crime	12
Abduction / Confinement	6
Firearms Offence	6
Assault Peace Officer	6
Robbery	4
Extortion / Intimidation	3

Violent Crime Occurrences	2022	2023	% Change
Assault	164	209	27%
Threats	115	110	-4%
Sexual Assault	64	74	16%
Criminal Harassment	52	69	33%
Other Violent Crime	16	12	-25%
Abduction / Confinement	2	6	200%
Firearms Offence	6	6	0%
Assault Peace Officer	5	6	20%
Robbery	2	4	100%
Extortion / Intimidation	7	3	-57%

2023 Property Crime Statistics

All data is based on the "Top Level" Uniform Crime Reporting category



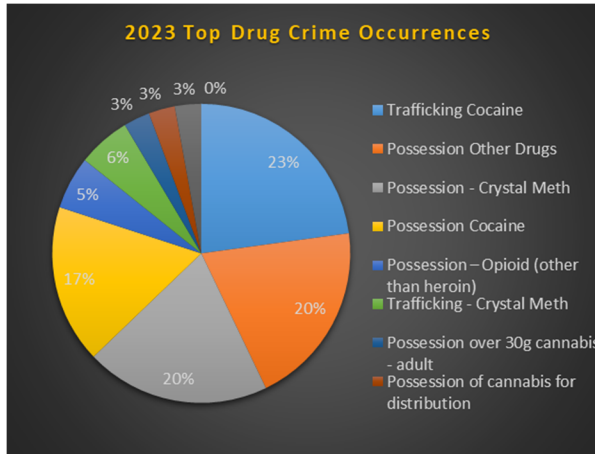
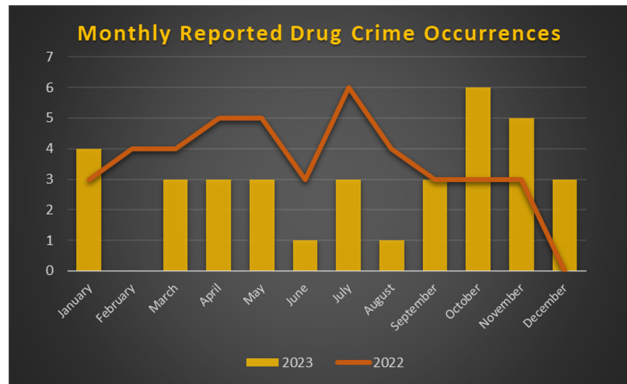
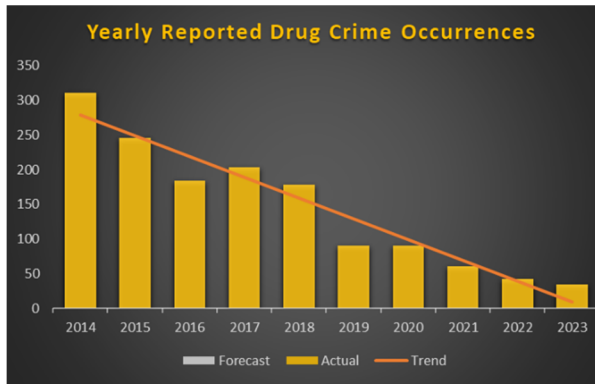
Fraud	449
Theft Under	442
Mischief	267
Stolen Vehicle	121
Break & Enter	119
Theft from Vehicle	107
Theft Over	67
Shoplifting	65
Possess Stolen Property	23
Arson	12

Property Crime Occurrences	2022	2023	% Change
Fraud	349	449	29%
Theft Under	567	442	-22%
Mischief	308	267	-13%
Stolen Vehicle	123	121	-2%
Break & Enter	164	119	-27%
Theft from Vehicle	174	107	-39%
Theft Over	61	67	10%
Shoplifting	47	65	38%
Possess Stolen Property	21	23	10%
Arson	5	12	140%



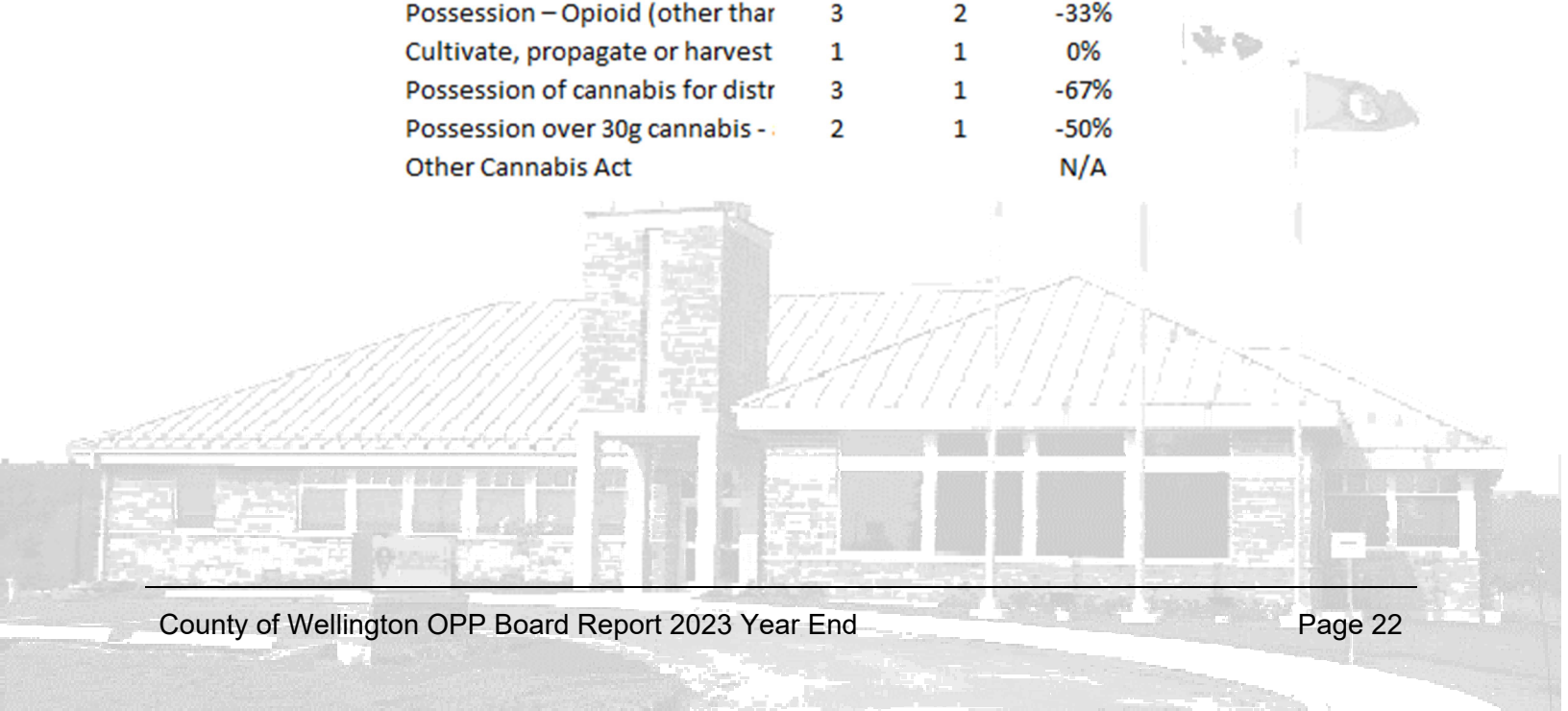
2023 Drug Crime Statistics

All data is based on the "Top Level" Uniform Crime Reporting category



Trafficking Cocaine	8
Possession - Crystal Meth	7
Possession Other Drugs	7
Possession Cocaine	6
Trafficking - Crystal Meth	2
Possession - Opioid (other than heroin)	2
Cultivate, propagate or harvest	1
Possession of cannabis for distribution	1
Possession over 30g cannabis - adult	1
Other Cannabis Act	1

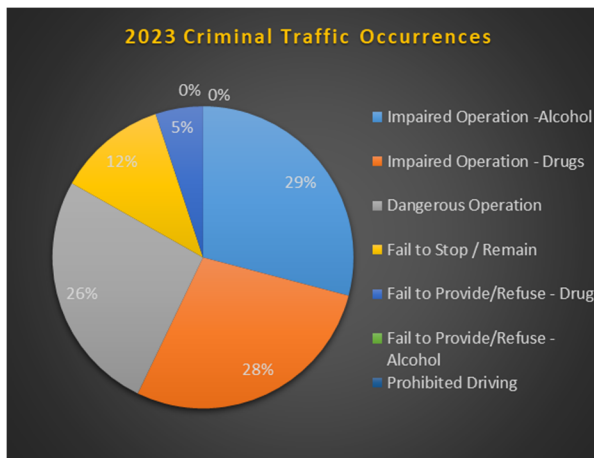
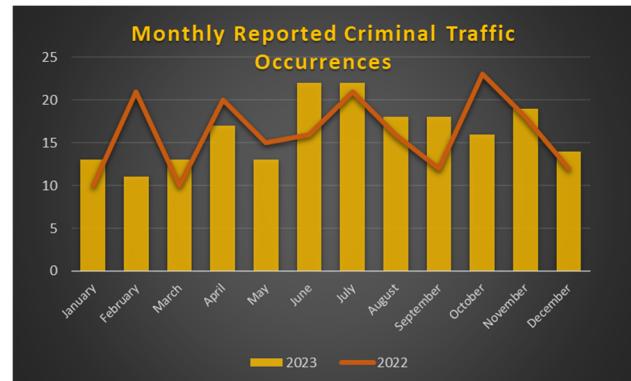
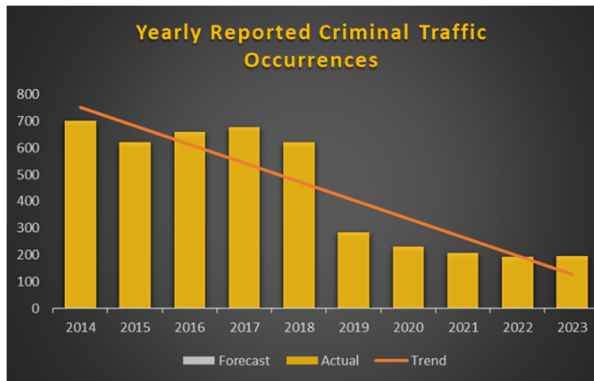
Drug Crime Occurrences	2022	2023	% Change
Trafficking Cocaine	4	8	100%
Possession - Crystal Meth	9	7	-22%
Possession Other Drugs	6	7	17%
Possession Cocaine	5	6	20%
Trafficking - Crystal Meth	2	2	0%
Possession - Opioid (other than heroin)	3	2	-33%
Cultivate, propagate or harvest	1	1	0%
Possession of cannabis for distribution	3	1	-67%
Possession over 30g cannabis - adult	2	1	-50%
Other Cannabis Act			N/A



Traffic

2023 Criminal Traffic Statistics

All data is based on the "Top Level" Uniform Crime Reporting category



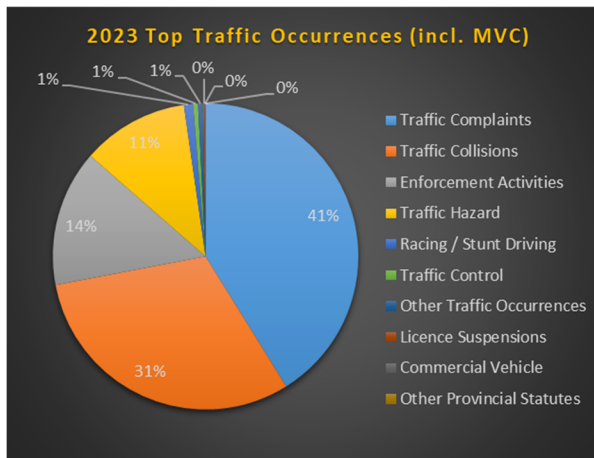
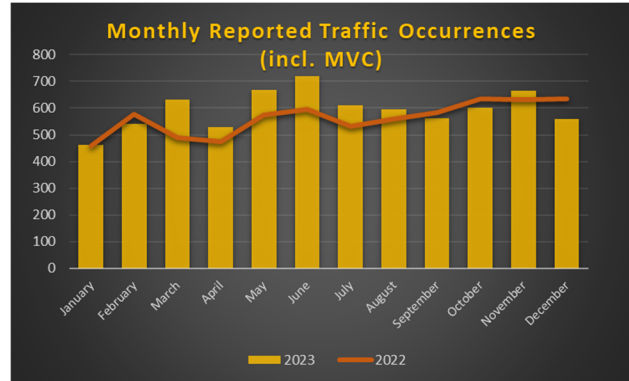
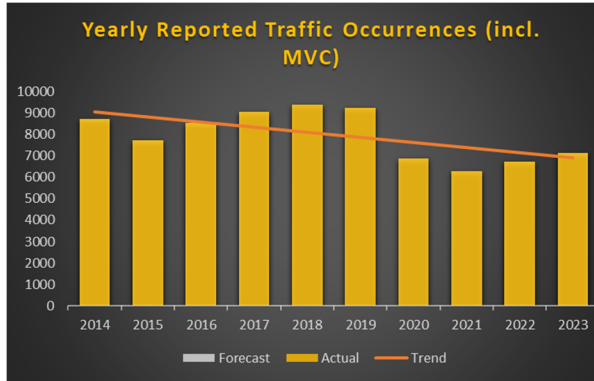
Impaired Operation - Alcohol	57
Impaired Operation - Drugs	55
Dangerous Operation	51
Fail to Stop / Remain	23
Fail to Provide/Refuse - Drugs	10
Prohibited Driving	
Fail to Provide/Refuse - Alcoho	

Criminal Traffic Occurrences	2022	2023	% Change
Impaired Operation - Alcohol	54	57	6%
Impaired Operation - Drugs	56	55	-2%
Dangerous Operation	41	51	24%
Fail to Stop / Remain	35	23	-34%
Fail to Provide/Refuse - Drugs	8	10	25%
Prohibited Driving			N/A
Fail to Provide/Refuse - Alcoho			N/A



2023 Traffic Statistics (incl. MVC)

All data is based on the "Top Level" Uniform Crime Reporting category

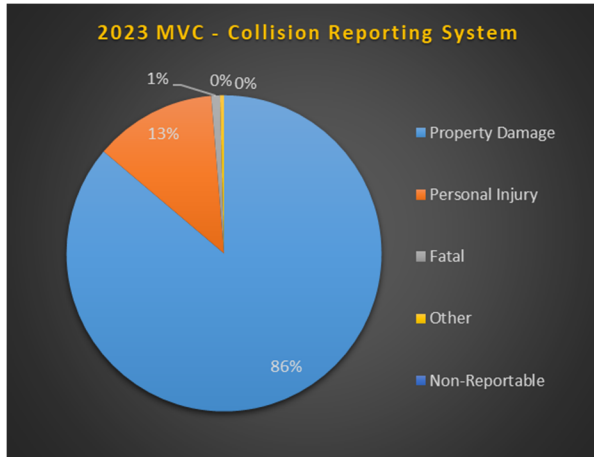
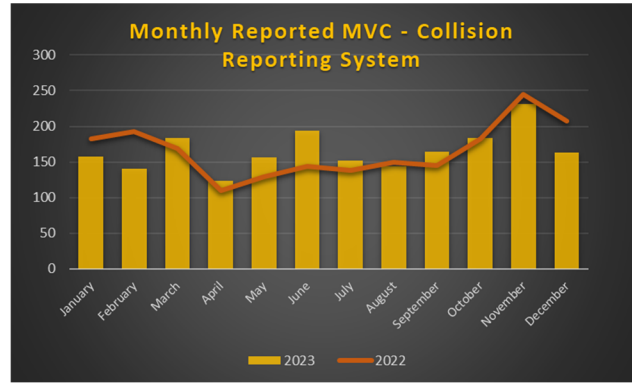
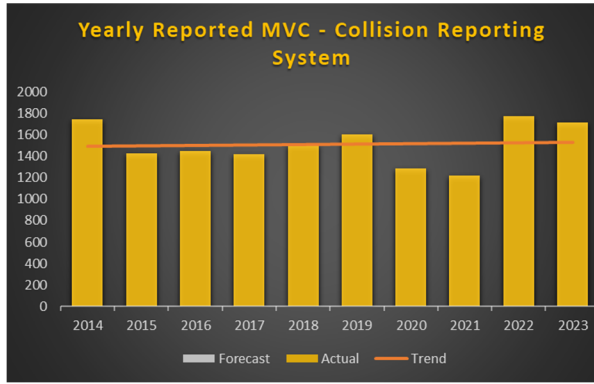


Traffic Complaints	2386
Traffic Collisions	1789
Enforcement Activities	835
Traffic Hazard	656
Racing / Stunt Driving	56
Other Traffic Occurrences	30
Traffic Control	30
Licence Suspensions	10
Commercial Vehicle	4
Road Rage	2

Traffic Occurrences (incl. MVC)	2022	2023	% Change
Traffic Complaints	2081	2386	15%
Traffic Collisions	1995	1993	0%
Enforcement Activities	283	835	195%
Traffic Hazard	737	656	-11%
Racing / Stunt Driving	44	56	27%
Other Traffic Occurrences	46	30	-35%
Traffic Control	46	30	-35%
Licence Suspensions	11	10	-9%
Commercial Vehicle	5	4	-20%
Road Rage	3	2	-33%

2023 Traffic Collisions (MVC)

This data is based on the OPP Collision Reporting System



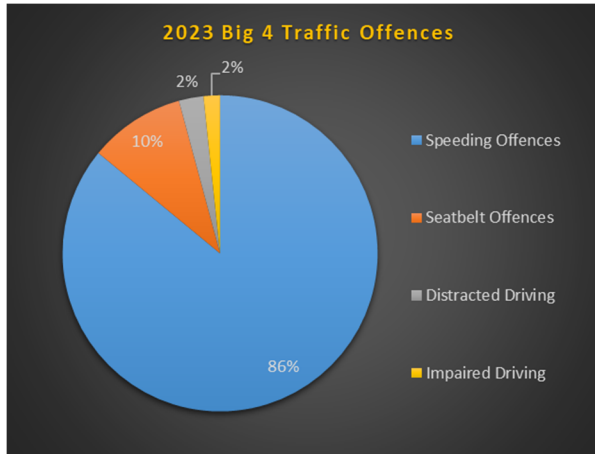
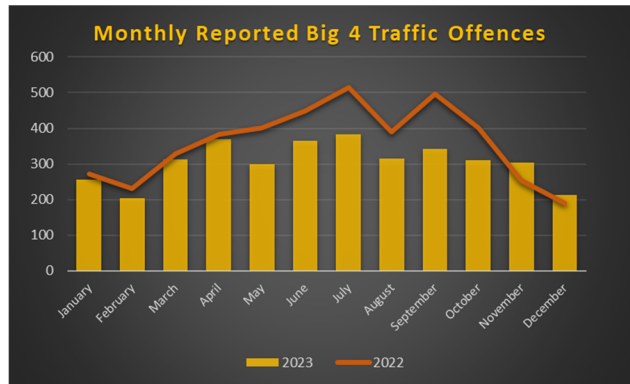
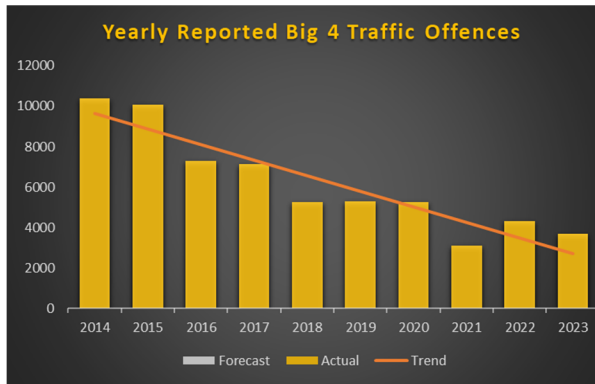
Property Damage	1717
Personal Injury	250
Fatal	18
Other	8
Non-Reportable	

MVC - Collision Reporting System	2022	2023	% Change
Property Damage	1772	1717	-3%
Personal Injury	206	250	21%
Fatal	11	18	64%
Other	6	8	33%
Non-Reportable			N/A

2023 Top 10 MVC Causes	2023	+ / -
Animal	335	-11%
Follow Too Closely	290	-15%
Fail to Yield	244	-10%
Other	239	-10%
Speed	183	-1%
Disobey Traffic Control	152	3%
Lost Control	144	-18%
Inattentive Driver	124	-3%
Improper Turn	88	-4%
Unknown Cause	58	-6%

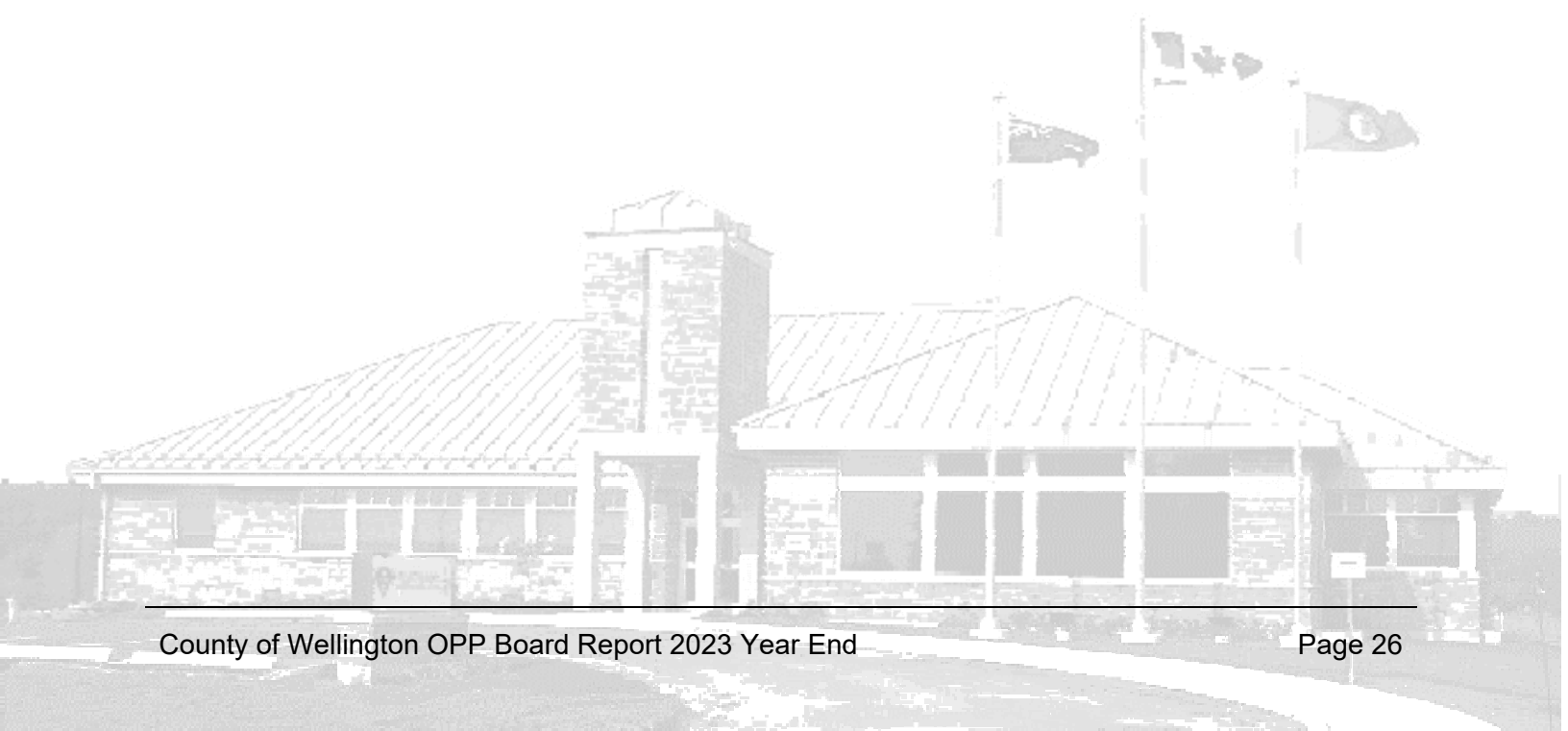
2023 Big 4 Traffic Offences

This data is based on the ICON charge data from the OPP Business Intelligence System



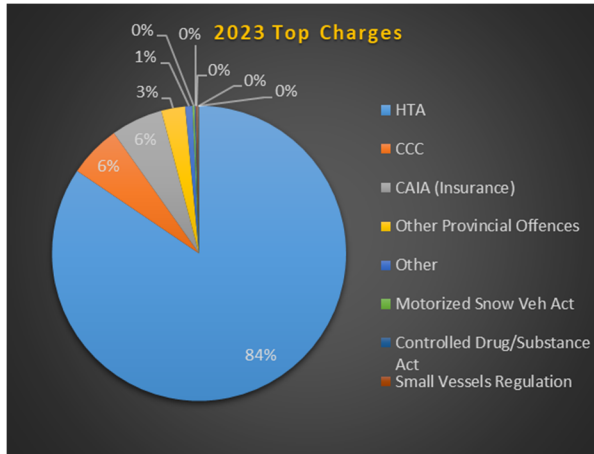
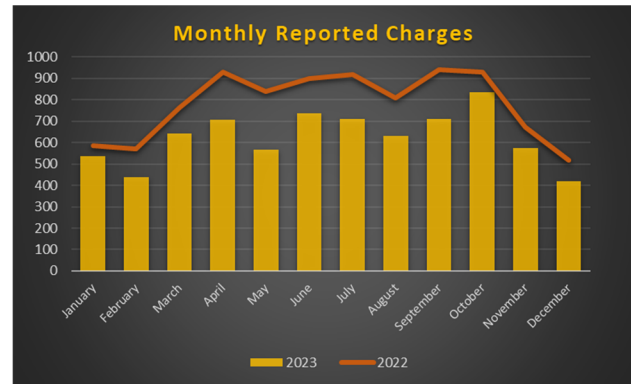
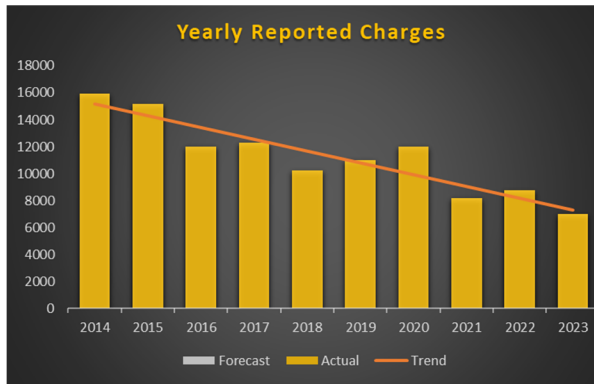
Speeding Offences	3162
Seatbelt Offences	362
Distracted Driving	93
Impaired Driving	62

Big 4 Traffic Offences	2022	2023	% Change
Speeding Offences	3642	3162	-13%
Seatbelt Offences	360	362	1%
Distracted Driving	92	93	1%
Impaired Driving	216	62	-71%



Charges

This data is based on the ICON charge data from the OPP Business Intelligence System



2023 Top Charges

HTA	6324
CCC	429
CAIA (Insurance)	427
Other Provincial Offences	197
Other	59
Motorized Snow Veh Act	17
Small Vessels Regulation	12
Controlled Drug/Substance Act	12
Off Road Vehicle Act	11
Other Federal Offences	2

Charges	2022	2023	% Change
HTA	6811	6324	-7%
CCC	1468	429	-71%
CAIA (Insurance)	428	427	0%
Other Provincial Offences	240	197	-18%
Other	101	59	-42%
Motorized Snow Veh Act	48	17	-65%
Small Vessels Regulation	31	12	-61%
Controlled Drug/Substance Act	31	12	-61%
Off Road Vehicle Act	11	11	0%
Other Federal Offences	3	2	-33%



Contacts

In an emergency DIAL 911

You can also call
1 888 310 1122
1 888 310 1133 (TTY)
Anywhere in Ontario, 24-hour toll free

Non-emergency calls

Please call
1 888 310 1122
1 888 310 1133 (TTY)
Anywhere in Ontario, 24-hour toll free

County of Wellington OPP Detachments

Centre Wellington Operations Centre

371 Charles Allan Way,
Fergus, ON N1M 2W3
Non-Emergency 519-846-5930
Fax 519-846-5460

South Wellington Operations Centre

5145 Wellington Road 27,
Rockwood, ON N0B 2K0
Non-Emergency 519-856-1506
Fax 519-846-2327

North Wellington Operations Centre

6725 Wellington Road 109,
Palmerston, ON N0G 2P0
Non-Emergency 519-343-5770
Fax 519-343-5780

OPP General Headquarters

Ontario Provincial Police
General Headquarters
Lincoln M. Alexander Building
777 Memorial Avenue
Orillia, ON
L3V 7V3

General inquiries: 705 329-6111
8:00 am to 4:00 pm, Monday to Friday

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COUNTY OF WELLINGTON
NOTICE
Public Open House and Public Meeting



TAKE NOTICE that pursuant to section 26 of the *Planning Act*, R.S.O. 1990, c.P.13 as amended, the County of Wellington will hold an Open House and Public Meeting to discuss proposed Official Plan Amendment (OPA) No.123.

THE LAND SUBJECT to the proposed amendment applies to the entire County of Wellington as well as specific areas within Minto, Mapleton, Wellington North, Centre Wellington and Puslinch.

THE PURPOSE and effect of the proposed County OPA No.123 is to implement the recommendations of the County's Phase 2 MCR Report: Land Need Assessment (August 29, 2022). This includes certain recommendations related to future development land redesignations and supported employment area conversions within existing urban centres. Additional updates include policy and mapping changes to support the implementation of municipal growth management strategies and revisions to housing and employment policies in the County Official Plan. Other consequential changes related to the above are proposed.

(This amendment does not deal with settlement area boundary expansions in Centre Wellington.)

Open House and Public Meeting

The Open House will be an informal opportunity to discuss OPA No.123, to ask questions of County Staff and identify additional planning issues that should be considered. The Public Meeting will be an opportunity to make formal submissions to the County of Wellington Planning Committee on proposed OPA No.123. The meetings are scheduled as follows:

OPEN HOUSE		PUBLIC MEETING	
Date:	May 23 rd , 2024	Date:	June 13 th , 2024
Time	6:30 pm	Time	11:00 am
Location	On-line	Location	Administration Centre - 74 Woolwich Street, Guelph Ontario, N1H 3T9 (In-person)

How to Participate

If you wish to participate in the virtual Open House please email planwell@wellington.ca or call (519) 837-2600 x 2300 to pre-register and obtain more information about how to access the meeting. The public meeting will be an in-person meeting.

Written Submissions

Please send any written submissions to the County of Wellington Planning and Development Department by email at planwell@wellington.ca or by mail to the attention of Jameson Pickard, Senior Policy Planner to the address below no later than **June 20th, 2024**. Please refer to file **No. OP-2020-01-03** when responding.

IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision of the Council of the County of Wellington to the Ontario Land Tribunal.

IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, 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 Tribunal, there are reasonable grounds to add the person or public body as a party.

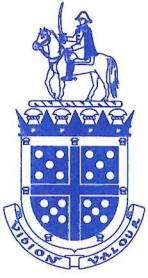
IF YOU WISH to be notified of the adoption of the proposed official plan amendment, or of the refusal of a request to amend the official plan, you must make a written request to Mr. Aldo Salis, Director of the Wellington County Planning and Development Department (address below).

ADDITIONAL INFORMATION regarding this application is available for review on the County of Wellington website: www.wellington.ca/planwell

County of Wellington Planning and Development Department
 Administration Centre 74 Woolwich Street, Guelph, ON N1H 3T9

Dated at the City of Guelph
 This 9th day of May 2024

Aldo L. Salis, MCIP, RPP
 Director, Planning and Development Department
 County of Wellington



May 1, 2024

Agencies and Persons Circulated

Dear Messrs. and Mesdames,

Re: County Official Plan Amendment #123 (**Revised**) – County File No.: OP-2020-01-03
County of Wellington - Future Development Lands

The County of Wellington is proposing to amend the County Official Plan to address requirements under Section 26 (1) of the *Planning Act*. This update will be completed through a series of official plan amendments that will bring the County Official Plan into conformity with changes to Provincial land use plans, consistency with the Provincial Policy Statement and address other legislative changes.

PROPOSAL

We are writing to notify you that the County has revised Official Plan Amendment (OPA) 123 and provide you with a copy of the amendment for your consideration. OPA 123 was paused in December 2023 due to various Provincial modifications to OPA 119 and proposed provincial policy changes. The amendment has been revised to reflect changes to OPA 119 and evolving Provincial policy. OPA 123 will:

- Redesignate certain Future Development lands that address community area land needs and align with approved Township Growth Management Strategies and policies.
- Implement specific recommendations from the Township of Wellington North's approved Growth Management Strategy for Arthur.
- Implement supported employment area conversion requests in Elora, Fergus and Mount Forest.
- Make housing focused updates to the Central Business District, Residential Transition Area and Highway Commercial designations.
- Add new policies to the Industrial and Rural Employment Area sections of the Official Plan to address the definition change of "area of employment" under the Planning Act.
- Update Additional Residential Unit policies to reflect recent Planning Act changes.
- Redesignate certain lands in Clifford that are to be modified by the Province through OPA 120 to an appropriate land use designation.

The proposed amendment would affect specific lands within the Urban Centres of Elora, Fergus, Clifford, Harriston, Palmerston, Arthur, Mount Forest, Drayton, and Aberfoyle. Certain policy changes would apply to the entire County of Wellington.

I am requesting that you please provide comments on the proposed amendment to the County of Wellington's Official Plan by **Thursday, May 30, 2024**.

MAKE SUBMISSIONS

Please review the proposed amendment and provide comments to the County Planning Department, to the attention of Mr. Aldo Salis, Director of Planning. Inquiries and written submissions about the application can be made to the County of Wellington's Planning and Development Department, telephone (519) 837-2600, ext. 2300; fax (519) 823-1694 or to the above address.

REQUESTING NOTICE OF DECISION

In accordance with Section 17 (36.5) of the *Planning Act* there is no appeal of a decision where the Minister is the approval authority. If you wish to be notified of the decision of the Corporation of the County of Wellington in respect of this proposed County Official Plan Amendment, you must make a written request to the Director of Planning and Development, Corporation of the County of Wellington, 74 Woolwich Street, Guelph, Ontario, N1H 3T9.

NOTE: Any verbal or written comment/objection submitted to the County of Wellington regarding this application, which is being processed under the Planning Act, may be made public as part of the process.

GETTING ADDITIONAL INFORMATION


The proposed amendment and additional information about the amendment are available:

- on the internet at: www.wellington.ca/planwell
- or by contacting Jameson Pickard, Senior Policy Planner at (519) 837-2600 ext. 2300 or jamesonp@wellington.ca

NOTE:

- 1) **Your comments on the application are required on or before Thursday, May 30, 2024.**
- 2) **If you have not submitted comments on the application on or before that date, it will be assumed that you do not have any concerns in respect of this matter.**
- 3) **A public meeting regarding this amendment will be planned in the future. Notification will be provided in accordance with the *Planning Act*.**

Yours truly,



Aldo L. Salis, MCIP, RPP
Director of Planning and Development

Justine Brotherston

Subject: RE: We Can All Do Better

From: william knetsch [REDACTED]

Sent: Thursday, April 25, 2024 3:06 PM

To: Arnott-CO, Ted <ted.arnottco@pc.ola.org>; Minister of Transportation Correspondence (Web Account) <minister.mto@ontario.ca>; Franca.Sacchetti@ontario.ca; Courtenay Hoytfox <choytfox@puslinch.ca>; Aldo Salis <aldos@wellington.ca>

Subject: We Can All Do Better

From:

William Knetsch
[REDACTED]

To:

Honourable Prabmeet Sarkaria
Minister of Transportation
77 Bay street 5th Floor
Toronto Ontario M7A 1Z8

Aldo Salis
Wellington County
Director of Planning and Development
74 Woolwich St. Guelph,
Ontario N1H 3T9

Courteney Hoytfox
CAO
Township of Puslinch
7404 Wellington Road 34,
Puslinch, Ontario N0B 2C0

Ted Arnott
MPP Wellington County and Halton Hills
2nd Floor
181 St. Andrew St. E
Fergus, ON N1M 1P9

Franca Sacchetti
Director, West operations, MTO

659 Exeter Road
London, Ontario N6E 1L3

To all concerned:

I want to express my gratitude to the Honourable Prabmeet Sarkaria, Minister of Transportation and Franca Sacchetti Director, West Operations for the MTO. For their letters and responses to complete and install the remaining items listed in the Highway 6 Streetscape Strategy (see attachments). Also, to the Township of Puslinch that allowed me to speak in front of Council on February 28, 2024 regarding the Streetscape Study and encouraging the installation of traffic lights on either Core road or Leslie Road crossing Highway 6 South. To give the traveling public a safer means to merge or cross the busiest two lane Highway in Ontario.

I am asking everyone for a starting and completion date on this highly needed project for the village of Morrison. For the safety of our residents, buildings, the over 25,000 vehicles, first responders and transport trucks forced through a two lane Highway each and every day.

Morrison is a major Gateway into the County of Wellington and the Township of Puslinch. It is the responsibility for us all to take pride in our small village, to improve and beautify it to the best of our abilities for everyone to see. We can all do better than placing 4 traffic cones beside highway #6 (see photo). It is one of the areas addressed in the streetscape study as outlined in appendix 4 that we can improve on.

I will hopefully receive your response(s) soon on this matter,

Sincerely Yours,

William (Bill) Knetsch

P.S. I am asking Courteney Hoytfox, CAO Township of Puslinch to forward this letter to our Mayor, Council members and road department.

**Ministry of
Transportation**

Office of the Minister

777 Bay Street, 5th Floor
Toronto ON M7A 1Z8
416 327-9200
www.ontario.ca/transportation

**Ministère des
Transports**

Bureau du ministre

777, rue Bay, 5^e étage
Toronto ON M7A 1Z8
416 327-9200
www.ontario.ca/transports



107-2023-1854

October 18, 2023

Ted Arnott, MPP
Wellington-Halton Hills
ted.arnottco@pc.ola.org

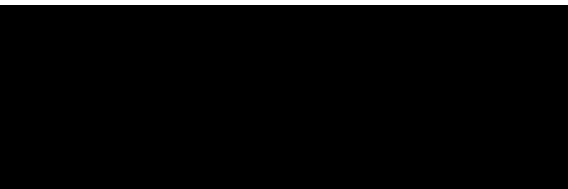
Dear Ted Arnott:

Thank you for your email regarding the Morriston Bypass Streetscape Strategy. I appreciate the opportunity to respond.

The Ministry of Transportation (MTO) recently met with the Mayor and Clerk from the Township of Puslinch to discuss various topics, including the Morriston Bypass Streetscape Strategy and permitting requirements. MTO has committed to have follow-up meetings with the Township on a semi-annual basis to further discuss potential opportunities to have this work completed.

Thank you for bringing the concerns of your constituent, William Knetsch, to our attention.

Sincerely,



The Honourable Prabmeet Sarkaria
Minister of Transportation

- c. William Knetsch
Mayor James Seeley, Township of Puslinch
Courtenay Hoytfox, Clerk, Township of Puslinch

Ministry of Transportation
Office of the Director
West Operations

659 Exeter Road
London, Ontario N6E 1L3
Telephone: (519) 873-4335
Facsimile: (519) 873-4236

Ministère des Transports
Bureau du directeur
Opérations ouest

659, chemin Exeter
London (Ontario) N6E 1L3
Téléphone : (519) 873-4335
Télécopieur : (519) 873-4236



November 28, 2023

107-2023-2761

ted.arnottco@pc.ola.org

Dear MPP Ted Arnott,

Thank you for your email to the Honourable Prabmeet Singh Sakaria, Minister of Transportation regarding the Highway 6 Morriston Streetscape strategy. I appreciate the opportunity to respond on behalf of the Minister.

The Ministry of Transportation met with the Township of Puslinch on November 9, 2023, to discuss this initiative. When the municipality is ready to proceed, we are ready to work together.

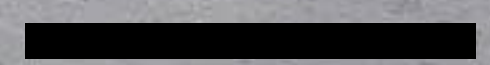
Sincerely,

[Redacted Signature]
Franca Sacchetti
Director, West Operations

c. William Knetsch, [Redacted]
James Seeley, jseeley@puslinch.ca
Julia Medeiros, julia.medeiros@ontario.ca



WCC



Morrison Highway 6 Streetscape Strategy



Landscaping

Lighting and
Banners

Gateway
Signage

July 2013

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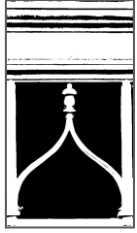
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Morrison Highway 6 Streetscape Strategy

1 Background

This document is part of a series of interim solutions developed to improve the Highway 6 streetscape prior to completion of the Highway 6 by-pass. Improvements completed to date include:

- Enlarged speed limit signage installed by Ministry of Transportation (MTO)
- Identification of pedestrian crossings at main intersection with 'zebra striping' pavement markings by MTO

A Community Safety Zone designation request has also been forwarded to the Ministry of Community Safety and Correctional Services. The request was supported by Township Council, COPS Committee, the Townships Public Works Supervisor, MPP Ted Arnott, MTO, OPP, Police Services Board and County Engineer. No decision has been issued on the request at this time.

2 Streetscape Strategy

This strategy identifies three areas of streetscape improvements:

- Landscaping (trees and planting within existing paved medians at plaza)
- Lighting and Banners (upgraded luminaires and banners on existing poles)
- Gateway Signage (enhanced Morrison identification signage)

These initiatives have been championed by Bill Knetsch, a Morrison business owner. This document has been prepared by the County of Wellington Planning and Development Department. In all cases, MTO approval is required.



3 Landscaping

The landscaping component calls for the creation of five new planting areas along Highway 6 (Appendix 1). These areas were evaluated for general suitability by the Township's consulting ecologist (Greg Schiefele) and selected if there was enough space to accommodate plantings. Mr. Schiefele also recommended species which have been identified in Appendix 1 through 5.

MTO Requirements

All of the proposed planting areas would be located within the Highway 6 right-of-way and would therefore be subject to the evaluation and approval of the Ministry of Transportation (MTO). The MTO requires:

- 1) 4 copies of a Landscape Plan
- 2) An Encroachment Permit Application, once Landscape Plan is approved (Appendix 8)
- 3) Payment in the amount of \$520.00

The Landscape Plan would need to be prepared by a Landscape Architect and identify the location, type and size of plantings proposed within each area. MTO has advised of setback requirements from the traveled portion of the highway to the anticipated drip line of the trees to be planted. The compulsory setback is based on the speed limit of the road alongside which the planting areas will be placed. In this case the planting areas are within a 50km/h zone and the setback required would be a minimum 4.0 m. If the plans are approved, the Ministry will then request a single encroachment permit application be filed and the \$520.00 fee be paid. Once permits have been received installation can proceed.

Phasing of the installation of the planting locations may be an option that the Township can consider. If phased, we would recommend that the first planting areas include the outer limits of the village (planting areas # 1 and # 5), then gradually work towards the central planting area in front of the Morriston Village Plaza (Planting area # 4). This approach would improve areas with the greatest need for enhancements and would also accentuate the proposed gateway signage.

It should be noted that planting area # 3B may be impacted by grading and site improvements as part of the proposed residential subdivision (Bouck). Timing of Landscaping/planting area # 3B should be delayed or coincide with Subdivision/ Storm water management work if subdivision is approved.

Work completed to date includes:

- Identification of proposed planting areas and preparation of base mapping
- Ecological evaluation of each proposed planting area
- Request for quote for the preparation of the required landscape work plan



The following checklist identifies the necessary steps which are required to complete the landscaping improvements:

Figure 1 Landscaping Checklist

Task	Status
Identification of suitable planting areas and base map preparation	COMPLETE
Ecological evaluation of areas (constraint identification and suitable species for plantings)	COMPLETE
Preparation of a landscape plan identifying all planting locations and setbacks from anticipated drip lines	
Approval by the Township of Puslinch	
Submission to MTO: <ul style="list-style-type: none"> • 4 copies of the proposed landscape plan • Once plan is approved submission of one encroachment permit application form; and • Payment in the amount of \$520.00 	
Receive permits and MTO approval (work must commence within 6 months of permit issuance)	
Hire company to install plantings (tender process)	
Request utility locates (valid for 30 days)	
Construction of planting areas (phasing)	
Maintain areas	
If necessary renewal of encroachment permits with the Ministry prior to expiration of current permit.	



Proposed Planting Areas

PLANTING AREA # 1

This planting area is proposed south of the southern Morriston entrance sign and would continue along the slope between the sidewalk and ditch. The planting area would extend across the front of the residence at 97 Queen Street and end just north of the driveway to the residence at 107 Queen Street. Please refer to Appendix 2 for an aerial view of the proposed locations and for site constraints, planting species and planting directions.

Figure 2 Planting Area 1



View to north along the east side of Highway 6 from the residence at 107 Queen Street.

PLANTING AREA # 2

Planting area # 2 is proposed to be located south of the drive access for the residence at 77 Queen Street. This planting area would continue along the east side of the sidewalk on the crest of the slope, which is present in this area. The planting area would end just before the Morriston entrance sign at the south end of the village. Please refer to Appendix 3 for an aerial view of the proposed location and for site constraints, planting species and planting directions

Figure 3 Planting Area 2



View to north along the east side of Highway 6 from southern Morriston entrance sign.



PLANTING AREA # 3

This planting area would be located immediately south of Church Street, extending south along the west side of Highway 6 for 100 m. Please refer to Appendix 4 for an aerial view of the proposed location and site constraints, planting species and planting directions.

Figure 4 Planting Area 3



View to south along the west side of Highway 6 from Church Street.



PLANTING AREA # 4

Planting area # 4 addresses the raised asphalt medians in front of the Morriston Village Plaza just north of Calfass Road. These locations, given their physical characteristics, would need to have the asphalt excavated and flowerbeds installed or low planting boxes installed on top of the paved surface. Please refer to Appendix 5 for an aerial view of the proposed location and for site constraints, planting species and planting directions.

Figure 5 Planting Area 4



View to north at proposed planting locations in medians in front of Morriston Village Plaza.



PLANTING AREA # 5

There would be two planting sites in this area:

- one lining the North American Construction storage yard located along the east side of Highway 6, south of Hwy 401 and North of Currie Drive;
- the second site is lining the west side of Highway 6 immediately across from the above mentioned planting area south of Highway 401 and north of Telfer Glen Street.

Please refer to Appendix 6 for an aerial view of the proposed locations and for site constraints, planting species and planting directions.

Figure 6 **Planting Area 5**



View to north from Telfer Glen Street.



View to north from Currie Drive.

4 Lighting and Banners

The lighting and banner plan proposes fourteen new street lights and banners on hydro poles throughout Morriston (Appendix 1). The new lighting fixtures and banners would create a consistent streetscape, which would identify Morriston to travelers. The new lights would introduce a heritage character and would be more visually appealing. The banners would provide the opportunity to highlight important local events or holidays.

The proposed location for these new lighting and banner installations were identified based on the availability of space on the existing hydro poles. An inventory of all hydro poles in the village was conducted during which all fixtures attached to the poles were identified (lights, traffic signals and transformers). Poles with transformers and traffic signals were eliminated from consideration due to conflicts which may arise during maintenance and repairs to those fixtures. The poles selected had no conflicting fixtures attached to them and also provided the most consistent spacing from pole to pole.

These proposed fourteen lighting and banner locations would be located within the Highway 6 right-of-way and would be subject to the evaluation and approval of the MTO.

Ministry of Transportation Requirements

The Ministry of Transportation would require:

- 1) 4 copies of the plans for the proposed lighting work
- 2) 4 copies of the plans for the proposed banner work
- 3) Once the lighting plan is approved one encroachment permit application for the proposed lighting can be submitted
- 4) Once the banner plan is approved a separate encroachment permit application for the banners can be submitted; and
- 5) Payment in the amount of \$1,040.00 covering both submissions

Two separate plans would need to be submitted to the MTO for review: a lighting plan and a banner plan. The lighting plan would provide information only pertaining to the light fixtures, and the banner plan would detail the placement of the banners. Each plan would have to include mounting height of the fixtures, fixture dimensions and location of each of the hydro poles to be used within the village. The reason for two separate plans is due to the fact that the light fixtures are viewed to be more permanent than the banner fixtures and would need to be covered by different permit conditions. If the plans are approved, the Ministry will require submission of the necessary encroachment permits for the lighting and banner installations, and payment of \$1040.00. Once permits have been received installation may proceed.



Phasing the installation of the lighting and banners may be an option that the township can consider. It would be recommended that the 8 poles, which run along the east side of Highway 6 from Church Street to just north of the intersection of Highway 6 and Badenoch Street East, and the one pole on the west side of Highway 6 north of Calfass Road be installed first. This is because these poles, given their location, would provide a consistent banner appearance and would be concentrated in the main business area. Next it would be suggested to install the lighting and banner fixtures at the two most northern proposed locations. These poles are located on either side of Highway 6, one north of Currie Drive and the other north of Telfer Glen Street. These installations would introduce banners and more lighting in the northern end of the village. Lastly the two poles located on the west side of Highway 6 south of Church Street should be installed completing the lighting and banner installations.

Work that has been done to date includes:

- Identification of suitable mounting areas preparation of base mapping
- Request for quotes for lighting fixtures and banner mounts
- Request for quotes for banners

Quote Information

Quotes were requested from 3 different companies for the creation of the banners. 1 company was requested to submit quotes for lighting fixtures and banner mounts. The details regarding their submissions are laid out in the charts below.

Figure 7 Banner Quote Information

Name	Details
Sign Art Centre Colleen Craig Guelph 519-767-2250 sales@signartcentre.com http://signartcentre.com/	Street light mounted banners 5' x 3' double sided with pockets at top and bottom would be - \$225.00 each. Fitting to the street pole would be - \$225.00 each. Final installation would be - \$120.00 each In total Each banner would be- \$570.00 Logo design if needed would be - \$210.00 Noted that the price may vary depending on how many banners would be provided
Keltech Signs Ltd Chris Hall Fergus Keltech@bellnet.ca http://www.keltechsigns.com/	Company has the ability to produce banners but would require more information regarding the dimensions and artwork that is to be placed on them. Logo design would be – \$700.00
Alpha Graphics Jeff Katerberg Fergus info@alphagraphics.ca www.alphagraphics.ca	Requested more information regarding the size and artwork to go on the banners to provide a more accurate estimate.



Figure 8 Lighting and Banner Quote Information

Name	Details
Getty and Associates Jim Campbell Kitchener/ Waterloo www.gettyassociates.ca 519.577.8172	Getty and Associates provided quotes which included prices for lighting and banner mounting assembly. The estimate which was provided was very detailed and is better suited to be read as submitted and can be found in (Appendix # 7)

The following checklist will organize the necessary steps, which are required for the completion of the plan:

Figure 9 Lighting and Banner Checklist

Task	Status
Identification of suitable installation areas	COMPLETE
Request pricing information for illumination and banners	COMPLETE
Design of banners and lighting	
Development of a detailed Lighting plan and Banner plan	
Approval by the Township of Puslinch	
Submission to MTO: <ol style="list-style-type: none"> 1) 4 copies of the plans for the proposed lighting work 2) 4 copies of the plans for the proposed banner Work 3) Once lighting plan is approved one encroachment permit application for the proposed lighting can be submitted 4) Once the banner plan is approved one encroachment permit application for the proposed banners can be submitted; and 5) Payment in the amount of \$1,040.00 covering both submissions 	
Receive Permits and MTO approval (work must commence within 6 months of permit issuance)	
Hire company to install lighting and banner fixtures (tender process)	
Notify Ministry 48 hours prior to Installation beginning	
Maintain areas	
If necessary renewal of encroachment permits with the Ministry prior to expiration of current permits.	



5 Gateway Signage

The plan for gateway signage would introduce two new entrance signs for the village. As recommended in the Puslinch Design Guidelines these signs would be more decorative in nature than the current blue and white signs in place today. With the installation of the new entrance signs it would prominently identify Morriston to those entering the community and signify that they are passing through a residential and commercial community.

The proposed locations for each of these entrance signs were determined based on several factors. Each location was evaluated based on the areas ability to accommodate the sign, the presence of other regulatory signs and the visibility of the entrance sign for travelers. The northern Morriston sign is proposed to be relocated south of its current location to an area north of Telfer Glen Street (Appendix 1). The new proposed location provides ample room for the new display sign and offers a better vantage point for travelers to see it when coming down the hill into the village. The sign located at the south end of Morriston greeting northbound traffic would not be moved but would be replaced with a new decorative sign (Appendix 2).

The proposed locations for the new entrance signs would be located within the Highway 6 right-of-way and would be subject to evaluation and approval of the MTO.

Ministry of Transportation Requirements

The Ministry of Transportation would require:

- 1) 4 copies of the plans for the proposed work
- 2) Once plan is approved one encroachment permit application can be submitted (Appendix # 8)
- 3) Payment in the amount of \$520.00

The necessary plan would need to be prepared and provided to the MTO for approval would need to include details about the location of each entrance sign as well as required setbacks. The required setback is from the traveled portion of the highway to the anticipated edge of the sign support. The compulsory setback is based on the speed limit of the road alongside which the planting areas will be placed. In this case the sign proposed to be relocated is within a 50km/h zone and the setback required would be a minimum 4.0 m. If the plans are approved, the Ministry will then request a single encroachment permit application be filed and the \$520.00 fee be paid. Once permits have been received installation can proceed. No sign permit application would be necessary upon submission to the MTO. The sign permit is only required if the proposed sign location was to be outside of the Highway 6 Right-of-way.

Work that has been done to date includes the identification of suitable sign locations, and requests for quotes regarding the manufacturing of new entrance signs.



Quote Information

Quotes were requested from 5 different Companies for the creation of the entrance signs. We used the Town of Erin and Centre Wellington Gateways signs as illustrated in the Puslinch Design Guidelines as a comparables to give a rough idea of cost. The details regarding their submissions are as follows:

Figure 10 Signage Quote Information

Name	Details
<p>Lasko 3D Signs Myron Lasko East Garafraxa Ontario 519-843-4994 myron@lasko.ca http://www.lasko3dsigns.com/</p>	<p>Lasko 3D signs was responsible for the creation of the Town of Erin Signs. Quoted a 60" x 80" sign made of western red cedar at - \$3,600 per sign. For a sign smaller than 60" x 80" an average price of \$2,500 can be expected. For a sign larger than 60" x 80" an average price of \$4,000 can be expected. Recommends staying with the 4' x 8' sheet to avoid seems.</p>
<p>Sign Art Centre Colleen Craig Guelph 519-767-2250 sales@signartcentre.com http://signartcentre.com/</p>	<p>Provided a quote to replicate the Town of Erin sign at- \$6,899 per sign Installation would be- \$600.00 per sign. Suggested to provide a more accurate estimate for the new Morriston sign, artwork would need to be determined. Logo design would be - \$ 210.00</p>
<p>Scutt Signs Jim Luesink, Sales & Design Guelph 519-821-2756 Info@scuttsigns.com http://www.scuttsigns.com/index.html</p>	<p>Requested more information regarding the proposed size and artwork of the sign. Company is capable of producing signs similar to that of Erin's and Centre Wellington's.</p>
<p>Keltech Signs Ltd Chris Hall Fergus Keltech@bellnet.ca http://www.keltechsigns.com/</p>	<p>Requested more information regarding the size and type of materials to be used in the sign. Company is able to provide logo design for approximately \$700.00 depending on detail and possible revisions.</p>
<p>Alpha Graphics Jeff Katerberg Fergus info@alphagraphics.ca www.alphagraphics.ca</p>	<p>Requested more information regarding the size and artwork to go on the sign to create an accurate quote.</p>

The following checklist will organize the necessary steps in the order that they must occur for easy tracking of the project:

Figure 11 Gateway Signage Checklist

Task	Status
Identification of suitable installation areas	COMPLETE
Requests for quotes on manufacturing	COMPLETE
Design of sign and Logo	
Creation of Detailed Sign plan	
Approval of sign and location by the Township of Puslinch	
Submission to MTO: <ul style="list-style-type: none"> • Encroachment Permit form • 4 copies of the plans for the proposed work • Payment of Fee \$23.00/m² (depending on sign size) 	
Receive permits and MTO approval (work must commence within 6 months of permit issuance)	
Have signs made	
Request utility locates (valid for 30 days)	
Notify the Ministry prior to installation beginning	
If necessary renewal of encroachment permits with the Ministry prior to expiration of current permits.	

6 Next Steps

We would recommend that the Township implement this strategy starting with the following next steps:

Landscaping

- Secure funding for Landscape Plan preparation
- Hire consultant to prepare Landscape Plan
- Finalize and approval plan
- Secure funding for landscape installation
- Seek MTO approvals

Lighting and Banners

- Secure funding for lighting and banners
- Finalize number and location of fixtures
- Request Lighting and Banner Location Plan to be prepared by County
- Seek MTO approvals

Gateway Signage

- Secure funding for gateway signage design and fabrication
- Request Sign Location Plan to be prepared by County
- Seek MTO approvals

Ongoing coordination with Bill Knetsch and other community stakeholders should continue.



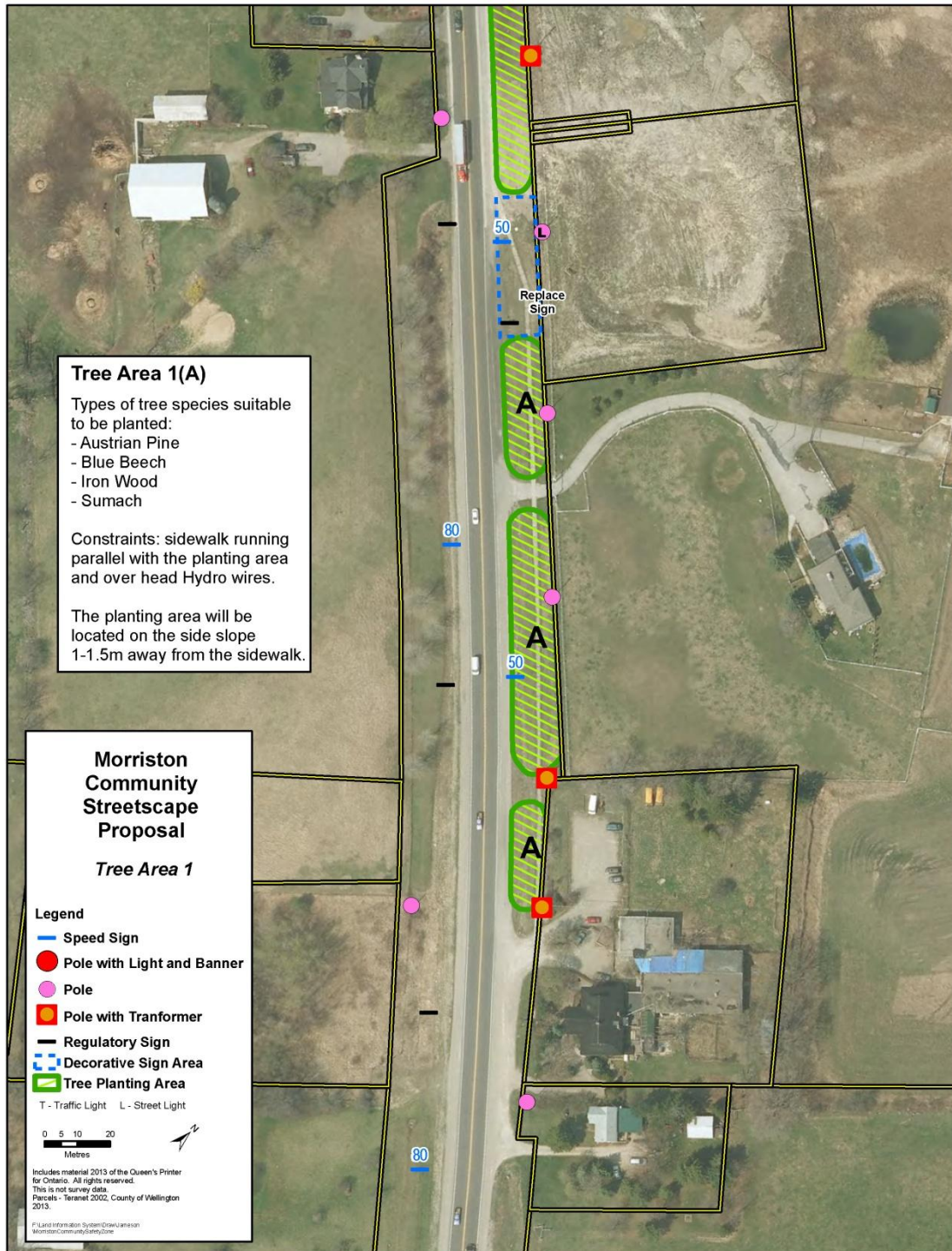
APPENDIX 1 Overall Map of Streetscape Components

➤ Depicts all of the proposed streetscape components in their proposed locations



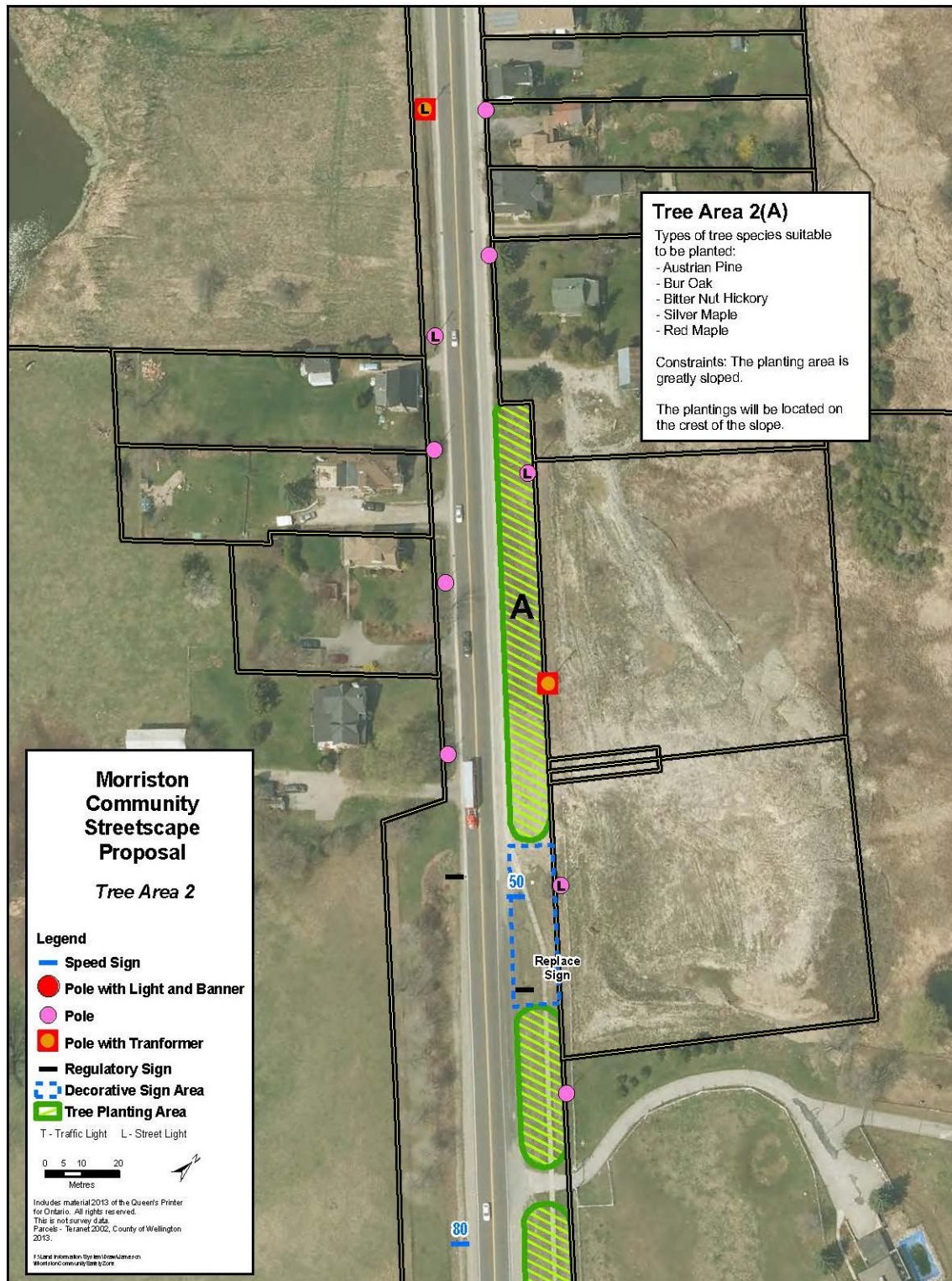
APPENDIX 2 Planting Area #1 & Gateway Sign

- Depicts planting area # 1 as well as site constraints, planting species and planting directions.
- Depicts location of proposed/ current entrance sign area at south end of Morriston.



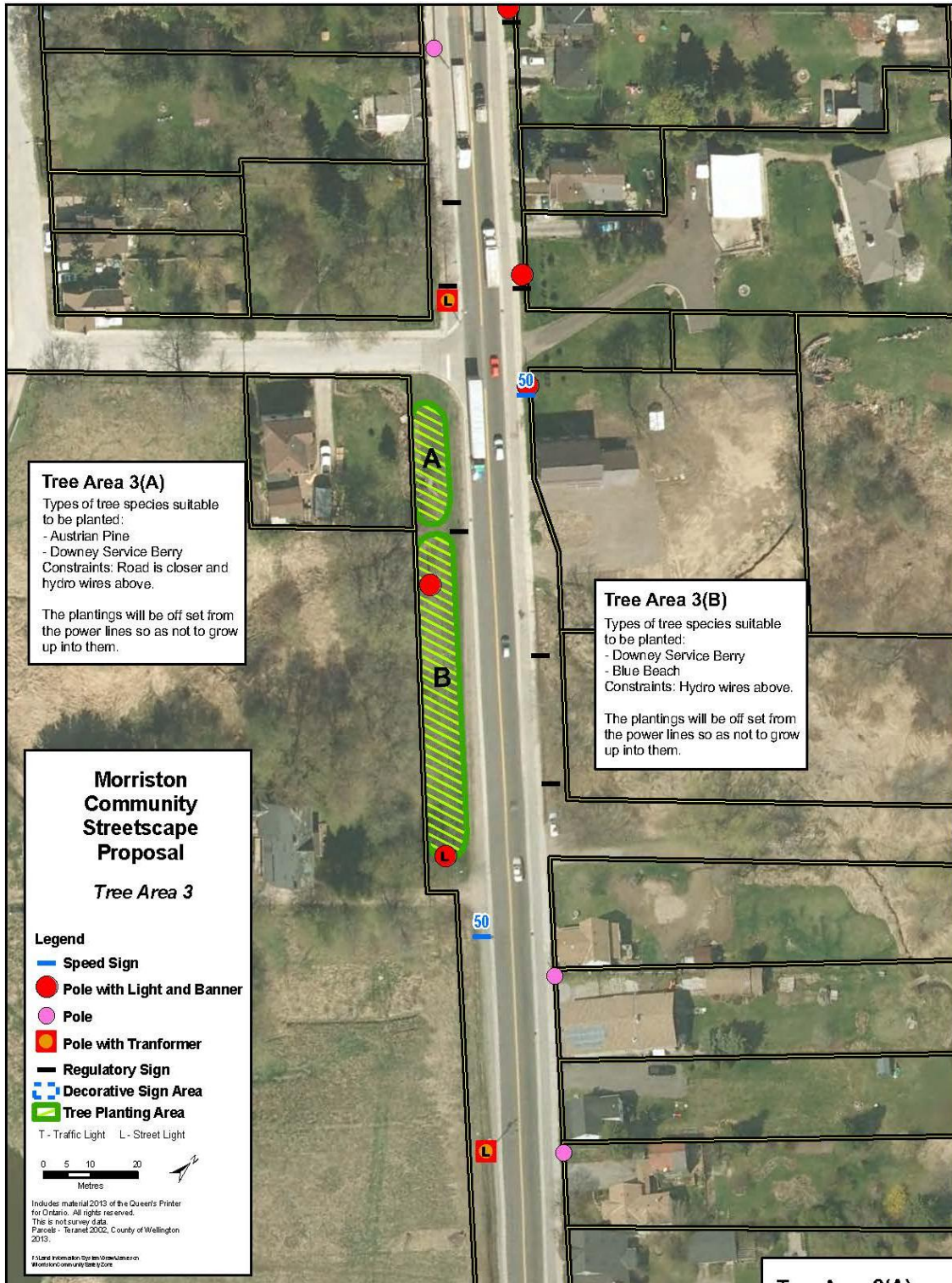
APPENDIX 3 Planting Area #2

- Depicts planting area # 2 as well as site constraints, planting species and planting directions.



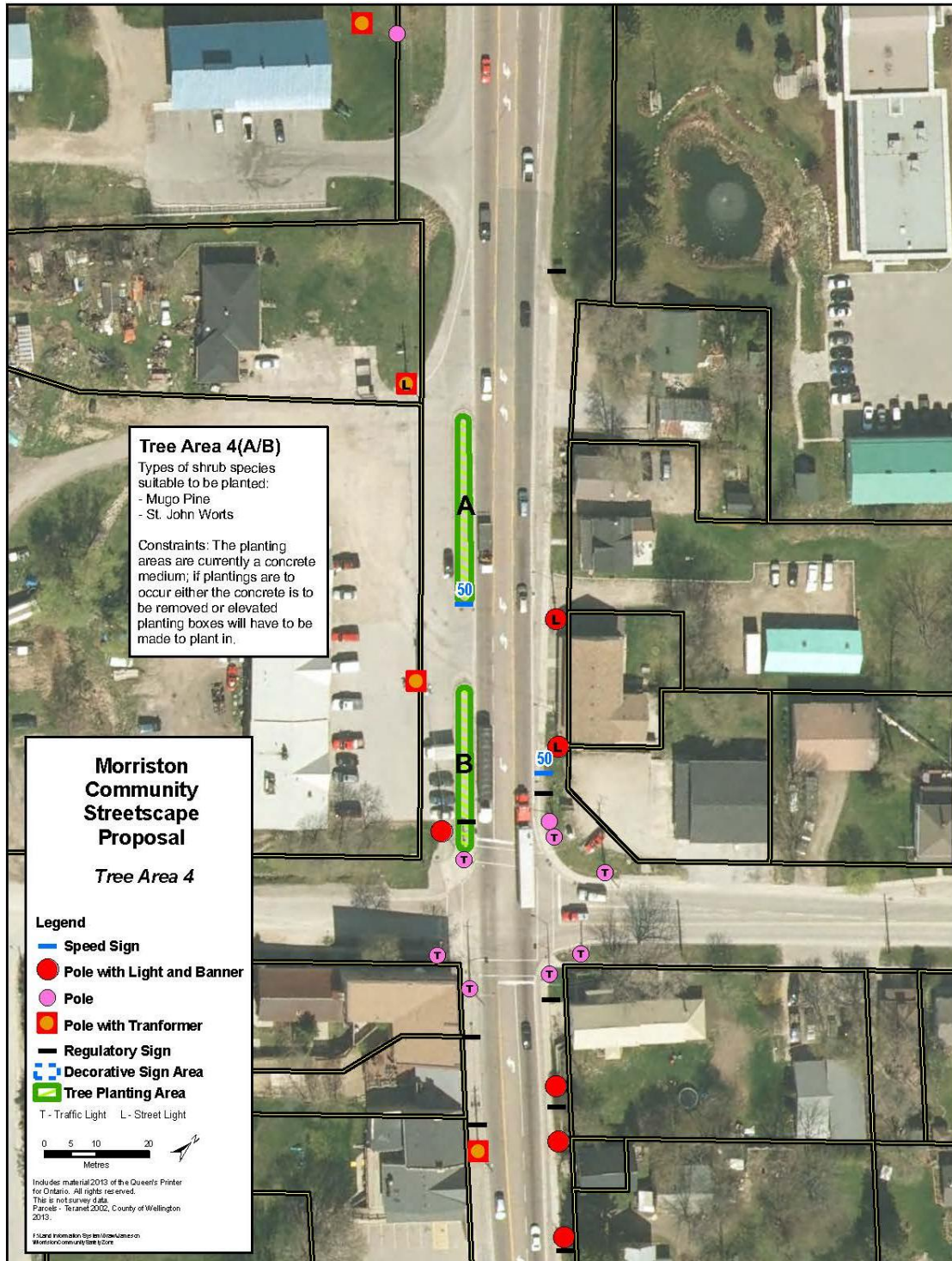
APPENDIX 4 Planting Area #3, Lighting & Banners

- Depicts planting area # 3 as well as site constraints, planting species and planting directions.
- Depicts part of the proposed lighting and banner proposed locations.



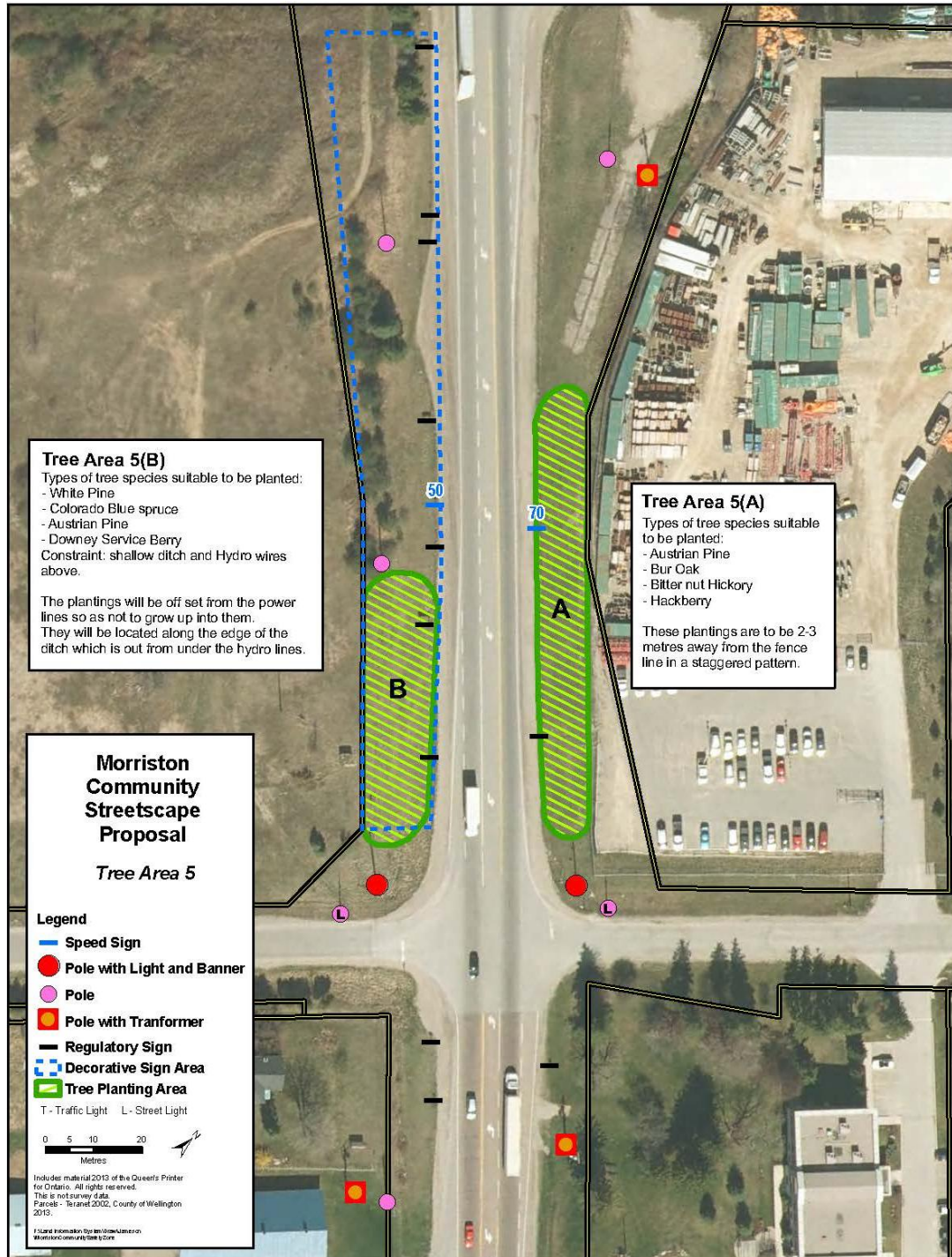
APPENDIX 5 Planting Area #4, Lighting & Banners

- Depicts planting area # 4 as well as site constraints, planting species and planting directions.
- Depicts part of the proposed lighting and banner proposed locations.



APPENDIX 6 Planting Area #5, Gateway Sign, Lighting & Banners

- Depicts planting area # 5 as well as site constraints, planting species and planting directions.
- Depicts part of the proposed lighting and banner proposed locations.
- Depicts proposed location for Entrance sign at the north end of Morrision Village.



APPENDIX 7 Landscape Plan Quote

Quote information from MacKinnon and Associates about preparing a landscape plan for the proposed planting areas.



Providing Solutions in Urban, Landscape and Environmental Planning

G:\Proposals\2013\County of Wellington\Morrison rev 1.doc
File: Proposal
By E-mail: jamesonp@wellington.ca

July 19, 2013

County of Wellington
Planning and Development Department
74 Woolwich Street
Guelph, ON N1H 3T9

Attention: Mr. Jameson Pickard, Junior Planner

Dear Mr. Pickard,

**Re: Morriston Streetscape Planting
Revised Landscape Architectural Fee Estimate**

Further to our telephone discussion, we are pleased to provide the following revised estimate of fees to provide landscape architectural services for the preparation of landscape plans for certain streetscape improvements proposed in Morriston.

Based on a review of the planting areas drawings provided, our scope of work is proposed as follows:

Part A – Total Station Field Pickup of existing conditions

- Conduct total station topographic pickup of planting areas proposed for improvements. Information to be picked up includes surface and marked utilities, swales, ditches, top and bottom of banks, edge of pavement and existing trees. No allowance for private locates for underground services is made in this estimate.
- Obtain underground base information where available (gas lines, telephone etc.)
- Assemble AutoCAD base plan from survey points and available base information.

Part B - Landscape Design

- Prepare preliminary landscape plans for 5 identified planting areas. Design will accommodate recommended species as per Mr. Greg Schiefele, as well as MTO requirements. Design is anticipated to include planting design and layout, planting bed preparation recommendations, removals and rootzone improvements where necessary. We understand the County is able to provide base drawings illustrating relevant property fabric and current aerial photography. Note this estimate does not allow for the design of signage that may be considered within the "Decorative Sign Areas" noted on the sketches provided.
- Provide final OALA stamped Landscape Plans for presentation to Township Council, and for use in securing the necessary encroachment permits. No allowance is made for attendance or presentation to Council.
- Provide preliminary construction cost estimate.

Part A – Total Field Pickup Fees \$2,000 + HST and Disbursements
Part B - Total Design Fees \$3,300 + HST and Disbursements

550 Parkside Drive, Unit A21, Waterloo, Ontario, N2L 5V4 Tel. (519) 725-5140 Fax (519) 725-5144 general@mackinnonassociates.ca



Morrison | Highway 6 Streetscape Strategy
Township of Puslinch
July 2013

Mr. Jameson Pickard
July 19, 2013
Page 2 of 2

Additional services, such as rendered copies of the plans for presentation to council, tender documents and contract administration services are not included in the above estimate. In the event these, or other additional services are required, we would be please to provide an updated scope of work for your review.

We trust that the above is consistent with your request, and would ask that if acceptable, please endorse below and return to our office by fax or e-mail as authorization to proceed. Should you have any questions or concerns, please contact me directly.

Yours truly,
MacKinnon & Associates

Aaron Hill, OALA, CSLA
Landscape Architect

Client Authorization and Date
Morrison Streetscape Planting
Part A – Field Pickup \$2,000 + HST and Disbursements
Part B – Design - \$3,300 + HST and Disbursements



APPENDIX 8 Lighting and Banner Quote

- Quote information from Getty and Associates about the lighting fixtures and banner mounting assembly.



Philips Lumec div. PEL
640 Curé-Boivin
Boisbriand (Québec) Canada J7G 2A7
Tél.: 450-430-7040 / Fax: 450-430-1453
www.lumec.com

Quoter:

Jim Campbell
Getty Associates

Unknown

QUOTATION

Date: 07/03/13 09:58:31	Project: 9692- 1
Morriston	
Bidding Date: 04/28/93	

Item	Qty	Description	Unit Price
Lum	14	S41-65W49LED4K-ES-ACDR-C-LE3-120-SF41-HS-BKTX	1,705.00 \$

Series	S41	4 Sided Lantern
Lamp	65W49LED4K	Light-emitting diodes (LED) . Lumen output available through ies file.49 LED package.
Lamp Type	ES	Lamp type Philips Lumileds Rebel ES.
Globe/Lens Material	ACDR	impact-resistant (DR) acrylic
Globe/Lens Finish	C	clear
Optical System	LE3	IES type III (asymmetrical)
Ballast	120	120 volts
Adaptor	SF41	Top Adaptor Slip Fitter For 4" Round Or 4" x 4" Round Pole High Tenon (L40)
Luminaire Options	HS	House side shield.
Bracket	CRA	Retro Type "A" Rectangular Tube, Anchor Plate, Decorative Scroll
Configuration	WPBB	Wood Pole Bracket With Ballast Box. Accept pole from 8"(203mm) to 12"(305mm) diameter.
Color	BKTX	black textured RAL9005TX

Bra	Qty	Description	Unit Price
Bra	14	CRA-WPBB-BKTX	500.00 \$

Series	S41	4 Sided Lantern
Lamp	65W49LED4K	Light-emitting diodes (LED) . Lumen output available through ies file.49 LED package.
Lamp Type	ES	Lamp type Philips Lumileds Rebel ES.
Globe/Lens Material	ACDR	impact-resistant (DR) acrylic
Globe/Lens Finish	C	clear
Optical System	LE3	IES type III (asymmetrical)
Ballast	120	120 volts
Adaptor	SF41	Top Adaptor Slip Fitter For 4" Round Or 4" x 4" Round Pole High Tenon (L40)
Luminaire Options	HS	House side shield.
Bracket	CRA	Retro Type "A" Rectangular Tube, Anchor Plate, Decorative Scroll

(Re: VD-03)





Philips Lumec div. PEL
 640 Curé-Boivin
 Boisbriand (Québec) Canada J7G 2A7
 Tél.: 450-430-7040 / Fax: 450-430-1453
 www.lumec.com

Quoter:

Jim Campbell
 Getty Associates
 ,
 Unknown

QUOTATION

Date: 07/03/13 09:58:31	Project: 9692- 1
Morrison	
Bidding Date: 04/28/93	

Item	Qty	Description	Unit Price
Pol	14	BACS30-BKTX	227.50 \$

Configuration	WPBB	Wood Pole Bracket With Ballast Box. Accept pole from 8"(203mm) to 12"(305mm) diameter.
Color	BKTX	black textured RAL9005TX
Pole Options	BA	Banner arm, mechanically assembled to the pole. Banner Arm Type: clamp-on type, made of steel tubing, 1 1/16" (27mm) outside diameter / Configuration: Single / Banner Arm Length: 30" / Mounting: single arm(s) (1) / Tip: standard cast aluminum decorative ball
Color	BKTX	black textured RAL9005TX

Approx lead time should be 8 to 10 weeks after order is released and / or final approval of shop drawings.

Melany Kertland



All Federal, Local, State and Provincial taxes are not included.

Standard Philips Lumec div. PEL colors, if custom color add 1040\$ D/N lot, per color / per order.

Lamps are not included with exceptions to LED, induction and Cosmopolis lamps. Prices are valid for 30 days. Minimum order of 100.00\$.

Freight Allowed. (for more than 6000\$).

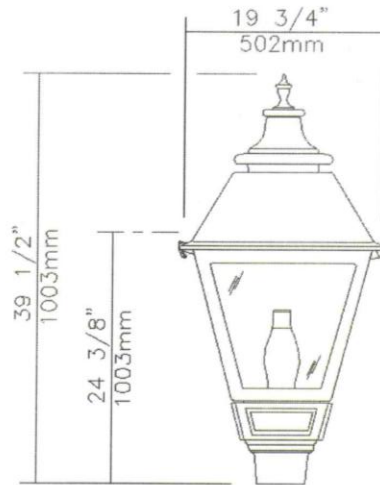
Mode of transportation will be determined by Philips Lumec div. PEL, unless otherwise specified and requested by the purchaser, in which case the purchaser assumes any or all additional charges.

Pricing based on one shipment, one delivery date.

All sales of Philips Lumec div. PEL products shall be made pursuant to Philips Lumec div. PEL's Standard Terms and Conditions of Sale. Consult www.lumec.com to review Philips Lumec div. PEL's Standard Terms.

The bidder hereby certifies that it cannot comply with the requirements of section 165(a) of the Surface Transportation Assistance Act of 1982, as amended, but it may qualify for an exception to the requirement pursuant to section 165(b)(2) or (b)(4) of the Surface Transportation Assistance Act of 1982 and regulations in 49 CFR 661.7.





EPA: 3.25 sq ft / weight: 61 lb (27.7 kg)
Note: 3D image may not represent color or option selected.
Logos above include link, click to access.

	Qty	14	Luminaire	S41-65W49LED4K-ES-ACDR-C-LE3-120-SF41-HS-BKTX
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Description of Components:

Finial: Decorative cast 356 aluminum, mechanically assembled.

Cupola: Decorative cast 356 aluminum, mechanically mounted on hood.

Hood: In a square tapered shape, the hood is made of a one-piece die cast injection moulded A360 aluminium. Mechanically assembled to the guard.

Guard: In a square tapered shape, the guard is made of one-piece die cast injection moulded A360 aluminium.

Access-Mechanism: Two integrated hinges on the hood with a stopper and a latch shall offer a tool-free access to the inside of the luminaire. An embedded memory-retentive gasket shall ensure weatherproofing.

Light Engine: LifeLED™ composed of 5 main components: **Globe / LED lamp / Optical System / Heat Sink / Driver**
Electrical components are RoHS compliant.

Globe: (ACDR-C), Made of one-piece seamless injected-moulded clear impact-resistant (DR) acrylic. The globe is assembled on the access-mechanism.

Lamp: (Included), Lamp type Philips Lumileds Rebel ES. Composed of 49 high-performance white LEDs, 65w lamp wattage. Color temperature of 4000 Kelvin nominal, 70 CRI. Operating lifespan after which the system emits 70% of its original lumen output, all of those parameters are tested for 100% of light engines. Use of a metal core board insures greater heat transfer and longer lifespan of the light engine.

Optical System: (LE3), IES type III (asymmetrical). Composed of high-performance acrylic collimators, optimized with

Morrison (9692)

varying beam angles to achieve desired distribution. System is rated IP66. Performance shall be tested per LM63 and LM79 (IESNA) certifying its photometric performance. Street-side indicated. **Complete with a (HS) House side shield.**

Heat Sink: Made of cast aluminum optimising the LEDs efficiency and life. Product does not use any cooling device with moving parts (only passive cooling device)

Driver: High power factor of 90%. Electronic driver, operating range 50/60 Hz. **Auto-adjusting to a voltage between 120 and 277 volt AC rated for both application line to line or line to neutral, Class II**, THD of 20% max. Maximum ambient operating temperature from -40F(-40C) to 130F(55C) degrees. Certified in compliance to cULus requirement. Dry and damp location. Assembled on a unitized removable tray with Tyco quick disconnect plug resisting to 221F(105C) degrees.

The current supplying the LEDs will be reduced by the driver if the internal driver temperature exceeds 185F(85C), as a protection to the LEDs and the electrical components. Output is protected from short circuits, voltage overload and current overload. Automatic recovery after correction.

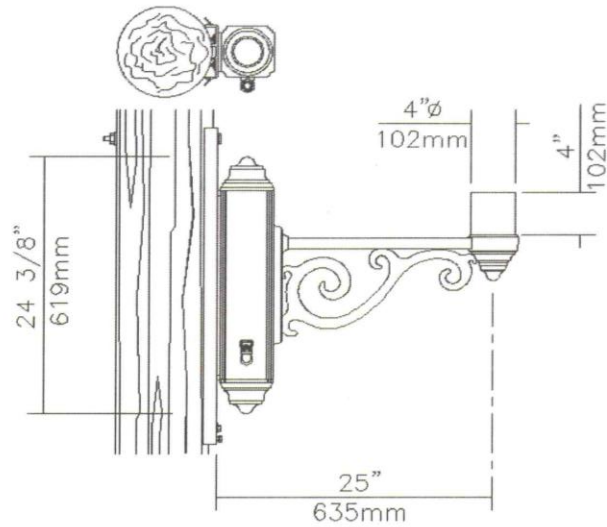
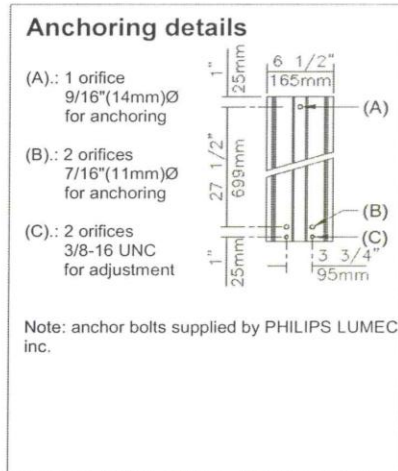
REMOTE BALLAST: Located inside ballast box.

Surge Protector: LED Driver 3 poles 10KV surge Protectors that protect Line-Ground, Line-Neutral, and Neutral-Ground in accordance with IEEE / ANSI C62.41.2 guidelines.

Fitter: (SF41), Cast 356 aluminum c/w 3 set screws 3/8-16. Slip-fits on a 4"(102mm) outside diameter x 4" (102mm) long tenon.



Morrison (9692)



	Qty 14 Bracket CRA-WPBB-BKTX
--	---------------------------------------

Description of Components:

Arm: Shall be made from cast 356 aluminum complete with a 1" x 2" (25mm x 51mm) aluminum section and an anchor plate, mechanically assembled.

Wall Mount Box: (WPBB), Made of aluminum tubing 6063-T5, in a square shape complete with decorative grooves and a removable cover giving access to the wiring and ground connection. Also complete with a watertight connector 90 degrees, for 1/2" flexible conduit (TECK). (Conduit not included).

Mounting Plate: Made of aluminum 6061-T6, 1/4" (6mm) thick, complete with a ground connection and a galvanized steel bolt 1/2-13 UNC x 14" (356mm) threaded on 6 1/2" (165mm). Also complete with two galvanized wood screws 3/8" (10mm) outside diameter x 6" (152mm), two galvanized adjusting bolts 3/8-16 UNC x 2 1/2" (65mm) and nuts, mechanically fastened.
Note: Can accept a wood pole from 8" (203mm) to 12" (302mm) diameter.

Miscellaneous

Description of Components:

Wiring: Gauge (#14) TEW/AWM 1015 or 1230 wires, 15'-0" (4.5m) minimum exceeding the mounting box.

Hardware: All exposed screws shall be stainless steel with Ceramic primer-seal basecoat to reduce seizing of the parts. All seals and sealing devices are made and/or lined with EPDM and/or silicone and/or rubber.

Finish: Color to be **black textured RAL9005TX (BKTX)** and in accordance with the AAMA 2603 standard. Application of a polyester powdercoat paint (4 mils/100 microns) with ± 1 mils/24 microns of tolerance. The Thermosetting resins provides a discoloration resistant finish in accordance with the ASTM D 2244 standard, as well as luster retention in keeping with the ASTM D 523 standard and humidity proof in accordance with the ASTM-D2247 standard.

The surface treatment achieves a minimum of 2000 hours for salt spray resistant finish in accordance with testing performed and per ASTM-B117 standard.

LED products manufacturing standard: The electronic components sensitive to electrostatic discharge (ESD) such as light emitting diodes (LEDs) are assembled in compliance with IEC61340-5-1 and ANSI/ESD S20.20 standards so as to eliminate ESD events that could decrease the useful life of the product.

Quality Control: The manufacturer must provide a written confirmation of its ISO 9001-2008 and ISO 14001-2004 International Quality Standards Certification.

Web site information details: Click on any specific information details you need:

[Paint finish](#) / [Warranties](#) / [Installation pictures](#) / [Driver Specification](#) / [ISO 9001-2008 Certification](#) / [ISO 14001-2004 Certification](#)

Lamp technical information for S26 S40 L40U									
LED = Philips Lumileds Rebel ES, CRI = 70, CCT = 4000K (+/- 350K)									
LED rated life = 100,000 hrs ¹ ; Driver rated life = 50,000 hrs									
Lamp	Typical delivered lumens ²	Typical lamp wattage (W)	Typical system wattage ³ (W)	Typical current @ 120 V (A)	Typical current @ 240 V (A)	Typical current @ 277 V (A)	LED current (mA)	HPS equivalent ⁴	Luminaire Efficacy Rating (lm/W)
40W49LED4K-ES	3150	42	47	0.39	0.20	0.17	285	70 W	57
65W49LED4K-ES	4200	65	72	0.60	0.30	0.26	428	100 W	58
90W49LED4K-ES	5040	90	102	0.85	0.43	0.37	571	150 W	49

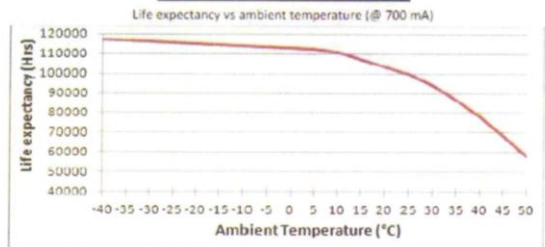
¹ L70 = 100,000 hrs (at ambient temperature = 25°C and forward current = 700 mA)
² May vary depending on the optical distribution used
³ System wattage includes the lamp and the LED driver
⁴ Compared to Square lantern (equivalence should always be confirmed by a photometric layout)

Photometric tests are done at 25°C ambient (as requested by LM-79). If our product is used at a different ambient temperature (nighttime average), you can multiply the lumens by the percentage below.

Ambient (°C)	-20	-10	0	5	10	15	20	25
% Flux	105.8	105.1	104.2	103.8	102.8	101.9	101	100

As 4000K is our standard, photometric tests are only done with this CCT. If you want to use another CCT (6000K or 3000K) you can multiply the lumens by the percentage below

CCT (K)	6000	4000	3000
% Flux	100	100	59.28



Note: Due to rapid and continuous advances in LED technology, LED luminaire data is subject to change without notice and at the discretion of Philips.

APPENDIX 8

MTO Encroachment Permit Form



Ministry of
Transportation

Application for Encroachment Permit

Private/Commercial Municipal To: Construct Maintain Repair Alter Remove

The following works _____

Within the limits of a highway, the works will be in place until removal or relocation is requested by M.T.O.

Location

Highway No. (or Name)	On the (N.S.E.W.)	Side about [distance (km./miles)]
N.S.E.W.	Nearest Town, Village or Intersection	Adjoining or adjacent to Lot No.
Concession, Plan No. or Section	Township/City	County/District/Regional Municipality

Description of Work

Crossing: Over the Highway Under the Highway The Highway at Grade Level Not Applicable

On the right-of-way for a distance of _____ as shown on the attached plan.

Distance of works from centre line _____ feet/metres From property line _____ feet/metres

Depth of works below grade of highway centre line _____ feet/metres

Length and diameter of pipe/culvert, if any _____ feet/metres

Environmental

If application is for a water line or sewer approved by or subject to the approval of the Ministry of the Environment or for a water pipe line or sewer in which that ministry is involved in any way.

Approval received Yes No Attach copy of approval Not Applicable

Indicate which, if any, of the following will be affected:

NIL Highway Drainage Trees, Shrubs, Plantings Guide Rail Signs Wetland

Four (4) copies of detailed plan and profile, drawn to scale and the specifications of the encroachment showing type, design and material must accompany each application.

For Private/Commercial & Municipal Applicants

In consideration of any permit issued in respect to this application, the applicant and all successors and assigns hereby agree to observe, keep, and perform and be subject to the regulations and conditions of the said permit and to indemnify and save harmless, Her Majesty the Queen, represented by the Minister of Transportation from and against all loss, cost, charges, damages, expenses, claims and demands whatsoever to which Her Majesty may be put or which She may suffer or sustain or for which She may be liable by reason of anything done or omitted to be done in the construction, maintenance, alteration or operation of works authorized.

Permittees shall give notification to the ministry 96 hours before commencement of the authorized works.

For Private & Commercial Applicants

It is understood that all works will be constructed, altered, maintained or operated at the expense of the applicant; that work must not be begun before a permit has been issued by the ministry, and that the issue of a permit by the ministry does not relieve the applicant of the responsibility of complying with relevant municipal by-laws.

A fee in the amount of \$ _____ is enclosed. Please make cheques or money orders payable to the Minister of Finance.

Name of applicant/firm or municipality		Telephone No.	
Address	City/Town/Village	Province	Postal Code
Signature		Date (yyyy/mm/dd)	

Information in this form is collected under the authority of the *Public Transportation and Highway Improvement Act*, R.S.O. 1990, c. 50, s. 31, 34, 38, and is used to control and record the issuance of this permit. Direct inquiries to: Senior Policy Adviser, Operations Office, 2nd Floor, 301 St. Paul Street, St. Catharines, Ontario L2R 7R4. Telephone: 905 704-2916.

PH-A-5-E (03/2007)

Version française disponible

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COUNTY OF WELLINGTON
NOTICE
Public Open House and Public Meeting



TAKE NOTICE that pursuant to section 26 of the *Planning Act*, R.S.O. 1990, c.P.13 as amended, the County of Wellington will hold an Open House and Public Meeting to discuss proposed Official Plan Amendment (OPA) No.123.

THE LAND SUBJECT to the proposed amendment applies to the entire County of Wellington as well as specific areas within Minto, Mapleton, Wellington North, Centre Wellington and Puslinch.

THE PURPOSE and effect of the proposed County OPA No.123 is to implement the recommendations of the County's Phase 2 MCR Report: Land Need Assessment (August 29, 2022). This includes certain recommendations related to future development land redesignations and supported employment area conversions within existing urban centres. Additional updates include policy and mapping changes to support the implementation of municipal growth management strategies and revisions to housing and employment policies in the County Official Plan. Other consequential changes related to the above are proposed.

(This amendment does not deal with settlement area boundary expansions in Centre Wellington.)

Open House and Public Meeting

The Open House will be an informal opportunity to discuss OPA No.123, to ask questions of County Staff and identify additional planning issues that should be considered. The Public Meeting will be an opportunity to make formal submissions to the County of Wellington Planning Committee on proposed OPA No.123. The meetings are scheduled as follows:

OPEN HOUSE		PUBLIC MEETING	
Date:	May 23 rd , 2024	Date:	June 13 th , 2024
Time	6:30 pm	Time	11:00 am
Location	On-line	Location	Administration Centre - 74 Woolwich Street, Guelph Ontario, N1H 3T9 (In-person)

How to Participate

If you wish to participate in the virtual Open House please email planwell@wellington.ca or call (519) 837-2600 x 2300 to pre-register and obtain more information about how to access the meeting. The public meeting will be an in-person meeting.

Written Submissions

Please send any written submissions to the County of Wellington Planning and Development Department by email at planwell@wellington.ca or by mail to the attention of Jameson Pickard, Senior Policy Planner to the address below no later than **June 20th, 2024**. Please refer to file **No. OP-2020-01-03** when responding.

IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision of the Council of the County of Wellington to the Ontario Land Tribunal.

IF A PERSON or public body does not make oral submissions at a public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, 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 Tribunal, there are reasonable grounds to add the person or public body as a party.

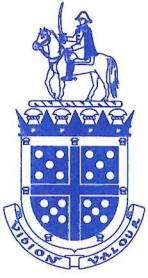
IF YOU WISH to be notified of the adoption of the proposed official plan amendment, or of the refusal of a request to amend the official plan, you must make a written request to Mr. Aldo Salis, Director of the Wellington County Planning and Development Department (address below).

ADDITIONAL INFORMATION regarding this application is available for review on the County of Wellington website: www.wellington.ca/planwell

County of Wellington Planning and Development Department
Administration Centre 74 Woolwich Street, Guelph, ON N1H 3T9

Dated at the City of Guelph
This 9th day of May 2024

Aldo L. Salis, MCIP, RPP
Director, Planning and Development Department
County of Wellington



May 1, 2024

Agencies and Persons Circulated

Dear Messrs. and Mesdames,

Re: County Official Plan Amendment #123 (**Revised**) – County File No.: OP-2020-01-03
County of Wellington - Future Development Lands

The County of Wellington is proposing to amend the County Official Plan to address requirements under Section 26 (1) of the *Planning Act*. This update will be completed through a series of official plan amendments that will bring the County Official Plan into conformity with changes to Provincial land use plans, consistency with the Provincial Policy Statement and address other legislative changes.

PROPOSAL

We are writing to notify you that the County has revised Official Plan Amendment (OPA) 123 and provide you with a copy of the amendment for your consideration. OPA 123 was paused in December 2023 due to various Provincial modifications to OPA 119 and proposed provincial policy changes. The amendment has been revised to reflect changes to OPA 119 and evolving Provincial policy. OPA 123 will:

- Redesignate certain Future Development lands that address community area land needs and align with approved Township Growth Management Strategies and policies.
- Implement specific recommendations from the Township of Wellington North's approved Growth Management Strategy for Arthur.
- Implement supported employment area conversion requests in Elora, Fergus and Mount Forest.
- Make housing focused updates to the Central Business District, Residential Transition Area and Highway Commercial designations.
- Add new policies to the Industrial and Rural Employment Area sections of the Official Plan to address the definition change of "area of employment" under the Planning Act.
- Update Additional Residential Unit policies to reflect recent Planning Act changes.
- Redesignate certain lands in Clifford that are to be modified by the Province through OPA 120 to an appropriate land use designation.

The proposed amendment would affect specific lands within the Urban Centres of Elora, Fergus, Clifford, Harriston, Palmerston, Arthur, Mount Forest, Drayton, and Aberfoyle. Certain policy changes would apply to the entire County of Wellington.

I am requesting that you please provide comments on the proposed amendment to the County of Wellington's Official Plan by **Thursday, May 30, 2024**.

MAKE SUBMISSIONS

Please review the proposed amendment and provide comments to the County Planning Department, to the attention of Mr. Aldo Salis, Director of Planning. Inquiries and written submissions about the application can be made to the County of Wellington's Planning and Development Department, telephone (519) 837-2600, ext. 2300; fax (519) 823-1694 or to the above address.

REQUESTING NOTICE OF DECISION

In accordance with Section 17 (36.5) of the *Planning Act* there is no appeal of a decision where the Minister is the approval authority. If you wish to be notified of the decision of the Corporation of the County of Wellington in respect of this proposed County Official Plan Amendment, you must make a written request to the Director of Planning and Development, Corporation of the County of Wellington, 74 Woolwich Street, Guelph, Ontario, N1H 3T9.

NOTE: Any verbal or written comment/objection submitted to the County of Wellington regarding this application, which is being processed under the Planning Act, may be made public as part of the process.

GETTING ADDITIONAL INFORMATION


The proposed amendment and additional information about the amendment are available:

- on the internet at: www.wellington.ca/planwell
- or by contacting Jameson Pickard, Senior Policy Planner at (519) 837-2600 ext. 2300 or jamesonp@wellington.ca

NOTE:

- 1) **Your comments on the application are required on or before Thursday, May 30, 2024.**
- 2) **If you have not submitted comments on the application on or before that date, it will be assumed that you do not have any concerns in respect of this matter.**
- 3) **A public meeting regarding this amendment will be planned in the future. Notification will be provided in accordance with the *Planning Act*.**

Yours truly,



Aldo L. Salis, MCIP, RPP
Director of Planning and Development

Justine Brotherston

Subject: RE: We Can All Do Better

From: william knetsch [REDACTED]

Sent: Thursday, April 25, 2024 3:06 PM

To: Arnott-CO, Ted <ted.arnottco@pc.ola.org>; Minister of Transportation Correspondence (Web Account) <minister.mto@ontario.ca>; Franca.Sacchetti@ontario.ca; Courtenay Hoytfox <choytfox@puslinch.ca>; Aldo Salis <aldos@wellington.ca>

Subject: We Can All Do Better

From:

William Knetsch
[REDACTED]

To:

Honourable Prabmeet Sarkaria
Minister of Transportation
77 Bay street 5th Floor
Toronto Ontario M7A 1Z8

Aldo Salis
Wellington County
Director of Planning and Development
74 Woolwich St. Guelph,
Ontario N1H 3T9

Courteney Hoytfox
CAO
Township of Puslinch
7404 Wellington Road 34,
Puslinch, Ontario N0B 2C0

Ted Arnott
MPP Wellington County and Halton Hills
2nd Floor
181 St. Andrew St. E
Fergus, ON N1M 1P9

Franca Sacchetti
Director, West operations, MTO

659 Exeter Road
London, Ontario N6E 1L3

To all concerned:

I want to express my gratitude to the Honourable Prabmeet Sarkaria, Minister of Transportation and Franca Sacchetti Director, West Operations for the MTO. For their letters and responses to complete and install the remaining items listed in the Highway 6 Streetscape Strategy (see attachments). Also, to the Township of Puslinch that allowed me to speak in front of Council on February 28, 2024 regarding the Streetscape Study and encouraging the installation of traffic lights on either Core road or Leslie Road crossing Highway 6 South. To give the traveling public a safer means to merge or cross the busiest two lane Highway in Ontario.

I am asking everyone for a starting and completion date on this highly needed project for the village of Morrison. For the safety of our residents, buildings, the over 25,000 vehicles, first responders and transport trucks forced through a two lane Highway each and every day.

Morrison is a major Gateway into the County of Wellington and the Township of Puslinch. It is the responsibility for us all to take pride in our small village, to improve and beautify it to the best of our abilities for everyone to see. We can all do better than placing 4 traffic cones beside highway #6 (see photo). It is one of the areas addressed in the streetscape study as outlined in appendix 4 that we can improve on.

I will hopefully receive your response(s) soon on this matter,

Sincerely Yours,

William (Bill) Knetsch

P.S. I am asking Courteney Hoytfox, CAO Township of Puslinch to forward this letter to our Mayor, Council members and road department.

**Ministry of
Transportation**

Office of the Minister

777 Bay Street, 5th Floor
Toronto ON M7A 1Z8
416 327-9200
www.ontario.ca/transportation

**Ministère des
Transports**

Bureau du ministre

777, rue Bay, 5^e étage
Toronto ON M7A 1Z8
416 327-9200
www.ontario.ca/transports



107-2023-1854

October 18, 2023

Ted Arnott, MPP
Wellington-Halton Hills
ted.arnottco@pc.ola.org

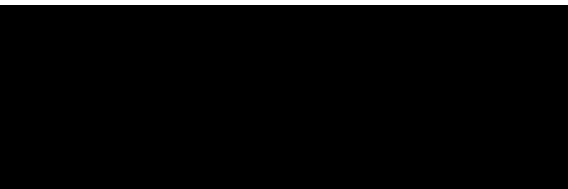
Dear Ted Arnott:

Thank you for your email regarding the Morriston Bypass Streetscape Strategy. I appreciate the opportunity to respond.

The Ministry of Transportation (MTO) recently met with the Mayor and Clerk from the Township of Puslinch to discuss various topics, including the Morriston Bypass Streetscape Strategy and permitting requirements. MTO has committed to have follow-up meetings with the Township on a semi-annual basis to further discuss potential opportunities to have this work completed.

Thank you for bringing the concerns of your constituent, William Knetsch, to our attention.

Sincerely,



The Honourable Prabmeet Sarkaria
Minister of Transportation

- c. William Knetsch
Mayor James Seeley, Township of Puslinch
Courtenay Hoytfox, Clerk, Township of Puslinch

Ministry of Transportation
Office of the Director
West Operations

659 Exeter Road
London, Ontario N6E 1L3
Telephone: (519) 873-4335
Facsimile: (519) 873-4236

Ministère des Transports
Bureau du directeur
Opérations ouest

659, chemin Exeter
London (Ontario) N6E 1L3
Téléphone : (519) 873-4335
Télécopieur : (519) 873-4236



November 28, 2023

107-2023-2761

ted.arnottco@pc.ola.org

Dear MPP Ted Arnott,

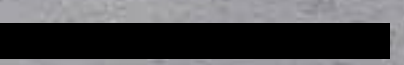
Thank you for your email to the Honourable Prabmeet Singh Sakaria, Minister of Transportation regarding the Highway 6 Morriston Streetscape strategy. I appreciate the opportunity to respond on behalf of the Minister.

The Ministry of Transportation met with the Township of Puslinch on November 9, 2023, to discuss this initiative. When the municipality is ready to proceed, we are ready to work together.

Sincerely,

[Redacted Signature]
Franca Sacchetti
Director, West Operations

c. William Knetsch, [Redacted]
James Seeley, jseeley@puslinch.ca
Julia Medeiros, julia.medeiros@ontario.ca



Morrison Highway 6 Streetscape Strategy



Landscaping

Lighting and
Banners

Gateway
Signage

July 2013

Contents

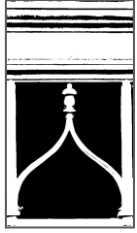
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Morrison Highway 6 Streetscape Strategy

1 Background

This document is part of a series of interim solutions developed to improve the Highway 6 streetscape prior to completion of the Highway 6 by-pass. Improvements completed to date include:

- Enlarged speed limit signage installed by Ministry of Transportation (MTO)
- Identification of pedestrian crossings at main intersection with 'zebra striping' pavement markings by MTO

A Community Safety Zone designation request has also been forwarded to the Ministry of Community Safety and Correctional Services. The request was supported by Township Council, COPS Committee, the Townships Public Works Supervisor, MPP Ted Arnott, MTO, OPP, Police Services Board and County Engineer. No decision has been issued on the request at this time.

2 Streetscape Strategy

This strategy identifies three areas of streetscape improvements:

- Landscaping (trees and planting within existing paved medians at plaza)
- Lighting and Banners (upgraded luminaires and banners on existing poles)
- Gateway Signage (enhanced Morrison identification signage)

These initiatives have been championed by Bill Knetsch, a Morrison business owner. This document has been prepared by the County of Wellington Planning and Development Department. In all cases, MTO approval is required.



3 Landscaping

The landscaping component calls for the creation of five new planting areas along Highway 6 (Appendix 1). These areas were evaluated for general suitability by the Township's consulting ecologist (Greg Schiefele) and selected if there was enough space to accommodate plantings. Mr. Schiefele also recommended species which have been identified in Appendix 1 through 5.

MTO Requirements

All of the proposed planting areas would be located within the Highway 6 right-of-way and would therefore be subject to the evaluation and approval of the Ministry of Transportation (MTO). The MTO requires:

- 1) 4 copies of a Landscape Plan
- 2) An Encroachment Permit Application, once Landscape Plan is approved (Appendix 8)
- 3) Payment in the amount of \$520.00

The Landscape Plan would need to be prepared by a Landscape Architect and identify the location, type and size of plantings proposed within each area. MTO has advised of setback requirements from the traveled portion of the highway to the anticipated drip line of the trees to be planted. The compulsory setback is based on the speed limit of the road alongside which the planting areas will be placed. In this case the planting areas are within a 50km/h zone and the setback required would be a minimum 4.0 m. If the plans are approved, the Ministry will then request a single encroachment permit application be filed and the \$520.00 fee be paid. Once permits have been received installation can proceed.

Phasing of the installation of the planting locations may be an option that the Township can consider. If phased, we would recommend that the first planting areas include the outer limits of the village (planting areas # 1 and # 5), then gradually work towards the central planting area in front of the Morriston Village Plaza (Planting area # 4). This approach would improve areas with the greatest need for enhancements and would also accentuate the proposed gateway signage.

It should be noted that planting area # 3B may be impacted by grading and site improvements as part of the proposed residential subdivision (Bouck). Timing of Landscaping/planting area # 3B should be delayed or coincide with Subdivision/ Storm water management work if subdivision is approved.

Work completed to date includes:

- Identification of proposed planting areas and preparation of base mapping
- Ecological evaluation of each proposed planting area
- Request for quote for the preparation of the required landscape work plan



The following checklist identifies the necessary steps which are required to complete the landscaping improvements:

Figure 1 Landscaping Checklist

Task	Status
Identification of suitable planting areas and base map preparation	COMPLETE
Ecological evaluation of areas (constraint identification and suitable species for plantings)	COMPLETE
Preparation of a landscape plan identifying all planting locations and setbacks from anticipated drip lines	
Approval by the Township of Puslinch	
Submission to MTO: <ul style="list-style-type: none"> • 4 copies of the proposed landscape plan • Once plan is approved submission of one encroachment permit application form; and • Payment in the amount of \$520.00 	
Receive permits and MTO approval (work must commence within 6 months of permit issuance)	
Hire company to install plantings (tender process)	
Request utility locates (valid for 30 days)	
Construction of planting areas (phasing)	
Maintain areas	
If necessary renewal of encroachment permits with the Ministry prior to expiration of current permit.	



Proposed Planting Areas

PLANTING AREA # 1

This planting area is proposed south of the southern Morriston entrance sign and would continue along the slope between the sidewalk and ditch. The planting area would extend across the front of the residence at 97 Queen Street and end just north of the driveway to the residence at 107 Queen Street. Please refer to Appendix 2 for an aerial view of the proposed locations and for site constraints, planting species and planting directions.

Figure 2 Planting Area 1



View to north along the east side of Highway 6 from the residence at 107 Queen Street.

PLANTING AREA # 2

Planting area # 2 is proposed to be located south of the drive access for the residence at 77 Queen Street. This planting area would continue along the east side of the sidewalk on the crest of the slope, which is present in this area. The planting area would end just before the Morriston entrance sign at the south end of the village. Please refer to Appendix 3 for an aerial view of the proposed location and for site constraints, planting species and planting directions

Figure 3 Planting Area 2



View to north along the east side of Highway 6 from southern Morriston entrance sign.



PLANTING AREA # 3

This planting area would be located immediately south of Church Street, extending south along the west side of Highway 6 for 100 m. Please refer to Appendix 4 for an aerial view of the proposed location and site constraints, planting species and planting directions.

Figure 4 Planting Area 3



View to south along the west side of Highway 6 from Church Street.



PLANTING AREA # 4

Planting area # 4 addresses the raised asphalt medians in front of the Morriston Village Plaza just north of Calfass Road. These locations, given their physical characteristics, would need to have the asphalt excavated and flowerbeds installed or low planting boxes installed on top of the paved surface. Please refer to Appendix 5 for an aerial view of the proposed location and for site constraints, planting species and planting directions.

Figure 5 Planting Area 4



View to north at proposed planting locations in medians in front of Morriston Village Plaza.



PLANTING AREA # 5

There would be two planting sites in this area:

- one lining the North American Construction storage yard located along the east side of Highway 6, south of Hwy 401 and North of Currie Drive;
- the second site is lining the west side of Highway 6 immediately across from the above mentioned planting area south of Highway 401 and north of Telfer Glen Street.

Please refer to Appendix 6 for an aerial view of the proposed locations and for site constraints, planting species and planting directions.

Figure 6 **Planting Area 5**



View to north from Telfer Glen Street.



View to north from Currie Drive.

4 Lighting and Banners

The lighting and banner plan proposes fourteen new street lights and banners on hydro poles throughout Morriston (Appendix 1). The new lighting fixtures and banners would create a consistent streetscape, which would identify Morriston to travelers. The new lights would introduce a heritage character and would be more visually appealing. The banners would provide the opportunity to highlight important local events or holidays.

The proposed location for these new lighting and banner installations were identified based on the availability of space on the existing hydro poles. An inventory of all hydro poles in the village was conducted during which all fixtures attached to the poles were identified (lights, traffic signals and transformers). Poles with transformers and traffic signals were eliminated from consideration due to conflicts which may arise during maintenance and repairs to those fixtures. The poles selected had no conflicting fixtures attached to them and also provided the most consistent spacing from pole to pole.

These proposed fourteen lighting and banner locations would be located within the Highway 6 right-of-way and would be subject to the evaluation and approval of the MTO.

Ministry of Transportation Requirements

The Ministry of Transportation would require:

- 1) 4 copies of the plans for the proposed lighting work
- 2) 4 copies of the plans for the proposed banner work
- 3) Once the lighting plan is approved one encroachment permit application for the proposed lighting can be submitted
- 4) Once the banner plan is approved a separate encroachment permit application for the banners can be submitted; and
- 5) Payment in the amount of \$1,040.00 covering both submissions

Two separate plans would need to be submitted to the MTO for review: a lighting plan and a banner plan. The lighting plan would provide information only pertaining to the light fixtures, and the banner plan would detail the placement of the banners. Each plan would have to include mounting height of the fixtures, fixture dimensions and location of each of the hydro poles to be used within the village. The reason for two separate plans is due to the fact that the light fixtures are viewed to be more permanent than the banner fixtures and would need to be covered by different permit conditions. If the plans are approved, the Ministry will require submission of the necessary encroachment permits for the lighting and banner installations, and payment of \$1040.00. Once permits have been received installation may proceed.



Phasing the installation of the lighting and banners may be an option that the township can consider. It would be recommended that the 8 poles, which run along the east side of Highway 6 from Church Street to just north of the intersection of Highway 6 and Badenoch Street East, and the one pole on the west side of Highway 6 north of Calfass Road be installed first. This is because these poles, given their location, would provide a consistent banner appearance and would be concentrated in the main business area. Next it would be suggested to install the lighting and banner fixtures at the two most northern proposed locations. These poles are located on either side of Highway 6, one north of Currie Drive and the other north of Telfer Glen Street. These installations would introduce banners and more lighting in the northern end of the village. Lastly the two poles located on the west side of Highway 6 south of Church Street should be installed completing the lighting and banner installations.

Work that has been done to date includes:

- Identification of suitable mounting areas preparation of base mapping
- Request for quotes for lighting fixtures and banner mounts
- Request for quotes for banners

Quote Information

Quotes were requested from 3 different companies for the creation of the banners. 1 company was requested to submit quotes for lighting fixtures and banner mounts. The details regarding their submissions are laid out in the charts below.

Figure 7 Banner Quote Information

Name	Details
Sign Art Centre Colleen Craig Guelph 519-767-2250 sales@signartcentre.com http://signartcentre.com/	Street light mounted banners 5' x 3' double sided with pockets at top and bottom would be - \$225.00 each. Fitting to the street pole would be - \$225.00 each. Final installation would be - \$120.00 each In total Each banner would be- \$570.00 Logo design if needed would be - \$210.00 Noted that the price may vary depending on how many banners would be provided
Keltech Signs Ltd Chris Hall Fergus Keltech@bellnet.ca http://www.keltechsigns.com/	Company has the ability to produce banners but would require more information regarding the dimensions and artwork that is to be placed on them. Logo design would be – \$700.00
Alpha Graphics Jeff Katerberg Fergus info@alphagraphics.ca www.alphagraphics.ca	Requested more information regarding the size and artwork to go on the banners to provide a more accurate estimate.



Figure 8 Lighting and Banner Quote Information

Name	Details
Getty and Associates Jim Campbell Kitchener/ Waterloo www.gettyassociates.ca 519.577.8172	Getty and Associates provided quotes which included prices for lighting and banner mounting assembly. The estimate which was provided was very detailed and is better suited to be read as submitted and can be found in (Appendix # 7)

The following checklist will organize the necessary steps, which are required for the completion of the plan:

Figure 9 Lighting and Banner Checklist

Task	Status
Identification of suitable installation areas	COMPLETE
Request pricing information for illumination and banners	COMPLETE
Design of banners and lighting	
Development of a detailed Lighting plan and Banner plan	
Approval by the Township of Puslinch	
Submission to MTO: <ol style="list-style-type: none"> 1) 4 copies of the plans for the proposed lighting work 2) 4 copies of the plans for the proposed banner Work 3) Once lighting plan is approved one encroachment permit application for the proposed lighting can be submitted 4) Once the banner plan is approved one encroachment permit application for the proposed banners can be submitted; and 5) Payment in the amount of \$1,040.00 covering both submissions 	
Receive Permits and MTO approval (work must commence within 6 months of permit issuance)	
Hire company to install lighting and banner fixtures (tender process)	
Notify Ministry 48 hours prior to Installation beginning	
Maintain areas	
If necessary renewal of encroachment permits with the Ministry prior to expiration of current permits.	



5 Gateway Signage

The plan for gateway signage would introduce two new entrance signs for the village. As recommended in the Puslinch Design Guidelines these signs would be more decorative in nature than the current blue and white signs in place today. With the installation of the new entrance signs it would prominently identify Morriston to those entering the community and signify that they are passing through a residential and commercial community.

The proposed locations for each of these entrance signs were determined based on several factors. Each location was evaluated based on the areas ability to accommodate the sign, the presence of other regulatory signs and the visibility of the entrance sign for travelers. The northern Morriston sign is proposed to be relocated south of its current location to an area north of Telfer Glen Street (Appendix 1). The new proposed location provides ample room for the new display sign and offers a better vantage point for travelers to see it when coming down the hill into the village. The sign located at the south end of Morriston greeting northbound traffic would not be moved but would be replaced with a new decorative sign (Appendix 2).

The proposed locations for the new entrance signs would be located within the Highway 6 right-of-way and would be subject to evaluation and approval of the MTO.

Ministry of Transportation Requirements

The Ministry of Transportation would require:

- 1) 4 copies of the plans for the proposed work
- 2) Once plan is approved one encroachment permit application can be submitted (Appendix # 8)
- 3) Payment in the amount of \$520.00

The necessary plan would need to be prepared and provided to the MTO for approval would need to include details about the location of each entrance sign as well as required setbacks. The required setback is from the traveled portion of the highway to the anticipated edge of the sign support. The compulsory setback is based on the speed limit of the road alongside which the planting areas will be placed. In this case the sign proposed to be relocated is within a 50km/h zone and the setback required would be a minimum 4.0 m. If the plans are approved, the Ministry will then request a single encroachment permit application be filed and the \$520.00 fee be paid. Once permits have been received installation can proceed. No sign permit application would be necessary upon submission to the MTO. The sign permit is only required if the proposed sign location was to be outside of the Highway 6 Right-of-way.

Work that has been done to date includes the identification of suitable sign locations, and requests for quotes regarding the manufacturing of new entrance signs.



Quote Information

Quotes were requested from 5 different Companies for the creation of the entrance signs. We used the Town of Erin and Centre Wellington Gateways signs as illustrated in the Puslinch Design Guidelines as a comparables to give a rough idea of cost. The details regarding their submissions are as follows:

Figure 10 Signage Quote Information

Name	Details
<p>Lasko 3D Signs Myron Lasko East Garafraxa Ontario 519-843-4994 myron@lasko.ca http://www.lasko3dsigns.com/</p>	<p>Lasko 3D signs was responsible for the creation of the Town of Erin Signs. Quoted a 60" x 80" sign made of western red cedar at - \$3,600 per sign. For a sign smaller than 60" x 80" an average price of \$2,500 can be expected. For a sign larger than 60" x 80" an average price of \$4,000 can be expected. Recommends staying with the 4' x 8' sheet to avoid seems.</p>
<p>Sign Art Centre Colleen Craig Guelph 519-767-2250 sales@signartcentre.com http://signartcentre.com/</p>	<p>Provided a quote to replicate the Town of Erin sign at- \$6,899 per sign Installation would be- \$600.00 per sign. Suggested to provide a more accurate estimate for the new Morriston sign, artwork would need to be determined. Logo design would be - \$ 210.00</p>
<p>Scutt Signs Jim Luesink, Sales & Design Guelph 519-821-2756 Info@scuttsigns.com http://www.scuttsigns.com/index.html</p>	<p>Requested more information regarding the proposed size and artwork of the sign. Company is capable of producing signs similar to that of Erin's and Centre Wellington's.</p>
<p>Keltech Signs Ltd Chris Hall Fergus Keltech@bellnet.ca http://www.keltechsigns.com/</p>	<p>Requested more information regarding the size and type of materials to be used in the sign. Company is able to provide logo design for approximately \$700.00 depending on detail and possible revisions.</p>
<p>Alpha Graphics Jeff Katerberg Fergus info@alphagraphics.ca www.alphagraphics.ca</p>	<p>Requested more information regarding the size and artwork to go on the sign to create an accurate quote.</p>

The following checklist will organize the necessary steps in the order that they must occur for easy tracking of the project:

Figure 11 Gateway Signage Checklist

Task	Status
Identification of suitable installation areas	COMPLETE
Requests for quotes on manufacturing	COMPLETE
Design of sign and Logo	
Creation of Detailed Sign plan	
Approval of sign and location by the Township of Puslinch	
Submission to MTO: <ul style="list-style-type: none"> • Encroachment Permit form • 4 copies of the plans for the proposed work • Payment of Fee \$23.00/m² (depending on sign size) 	
Receive permits and MTO approval (work must commence within 6 months of permit issuance)	
Have signs made	
Request utility locates (valid for 30 days)	
Notify the Ministry prior to installation beginning	
If necessary renewal of encroachment permits with the Ministry prior to expiration of current permits.	

6 Next Steps

We would recommend that the Township implement this strategy starting with the following next steps:

Landscaping

- Secure funding for Landscape Plan preparation
- Hire consultant to prepare Landscape Plan
- Finalize and approval plan
- Secure funding for landscape installation
- Seek MTO approvals

Lighting and Banners

- Secure funding for lighting and banners
- Finalize number and location of fixtures
- Request Lighting and Banner Location Plan to be prepared by County
- Seek MTO approvals

Gateway Signage

- Secure funding for gateway signage design and fabrication
- Request Sign Location Plan to be prepared by County
- Seek MTO approvals

Ongoing coordination with Bill Knetsch and other community stakeholders should continue.



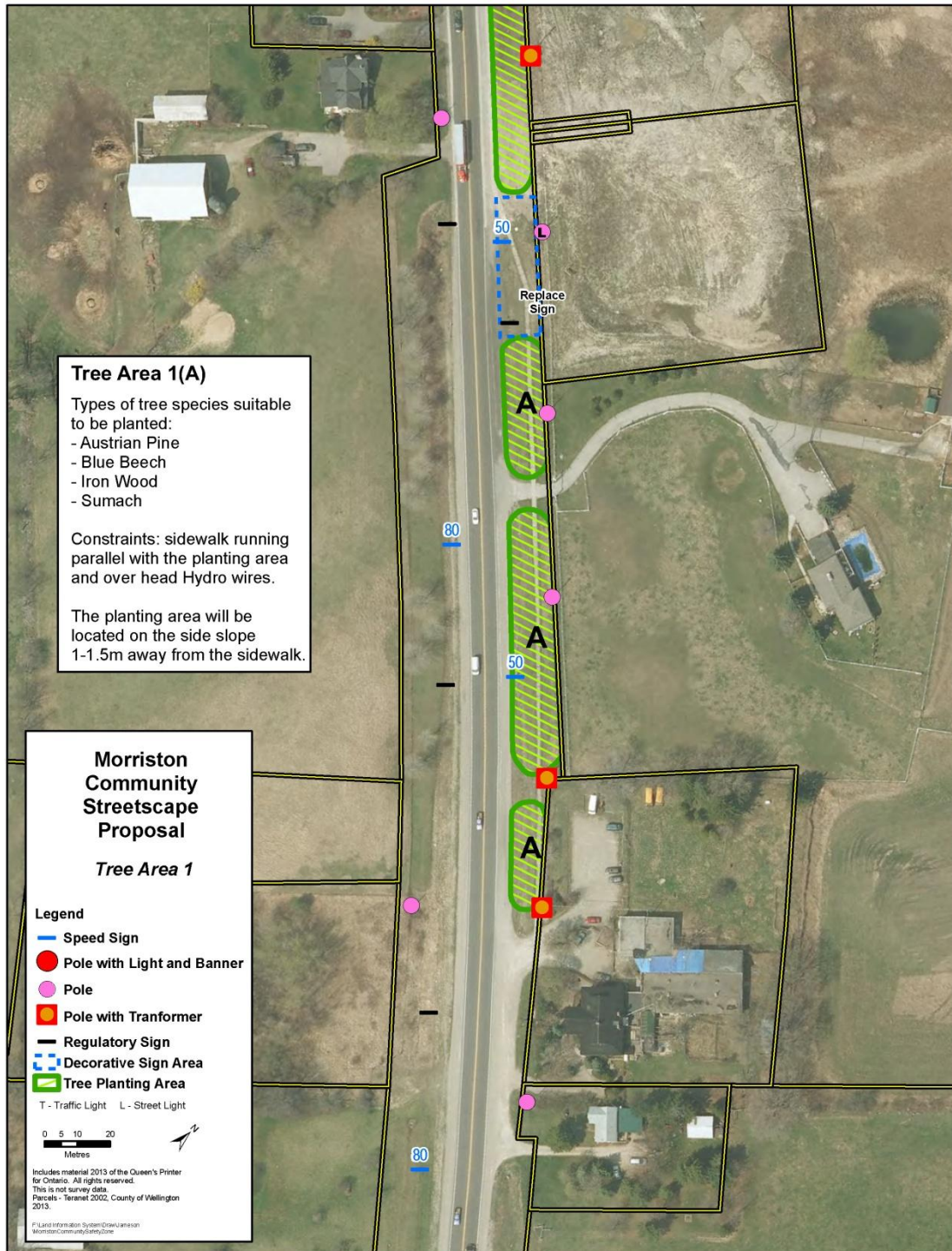
APPENDIX 1 Overall Map of Streetscape Components

➤ Depicts all of the proposed streetscape components in their proposed locations



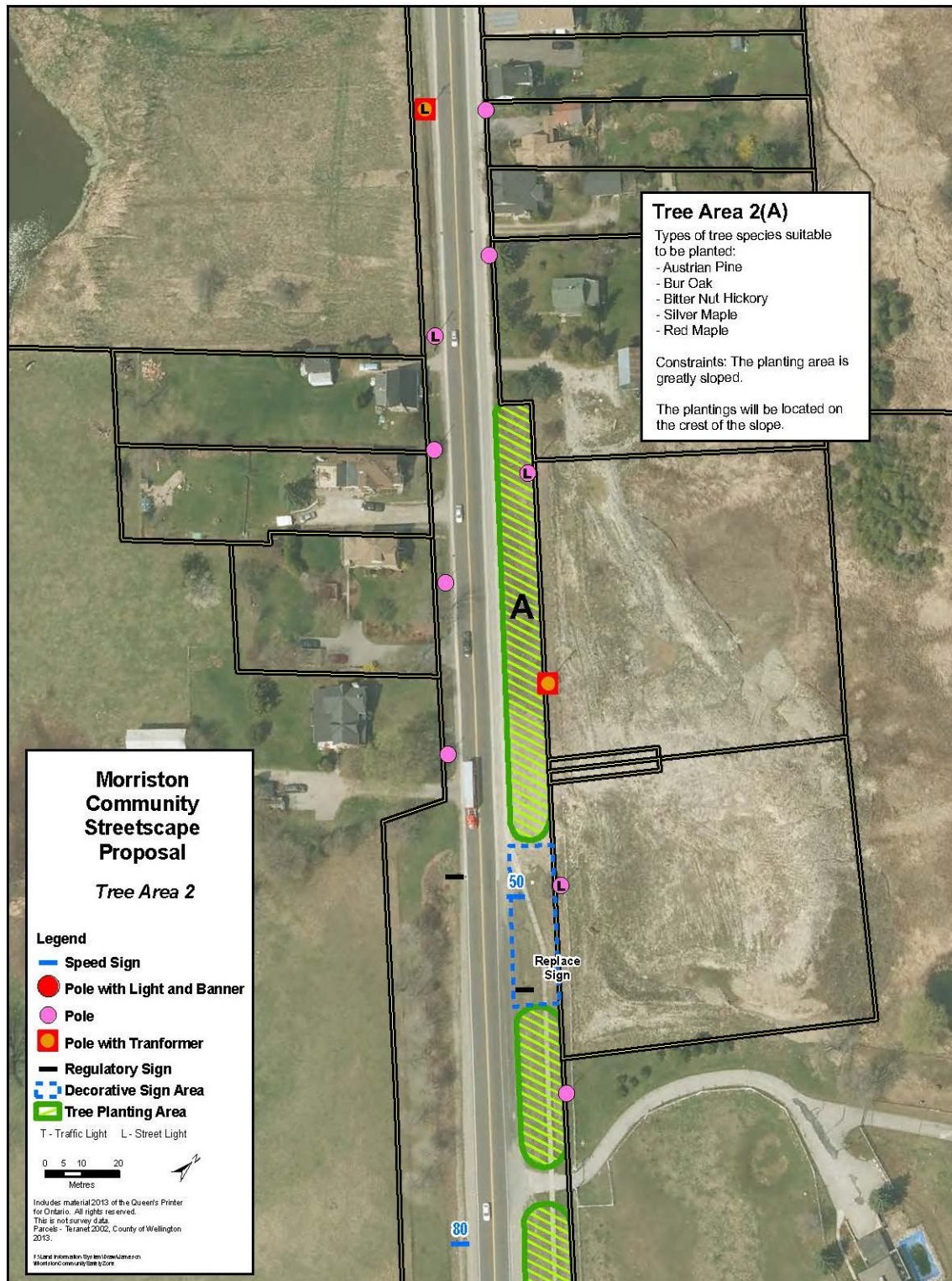
APPENDIX 2 Planting Area #1 & Gateway Sign

- Depicts planting area # 1 as well as site constraints, planting species and planting directions.
- Depicts location of proposed/ current entrance sign area at south end of Morriston.



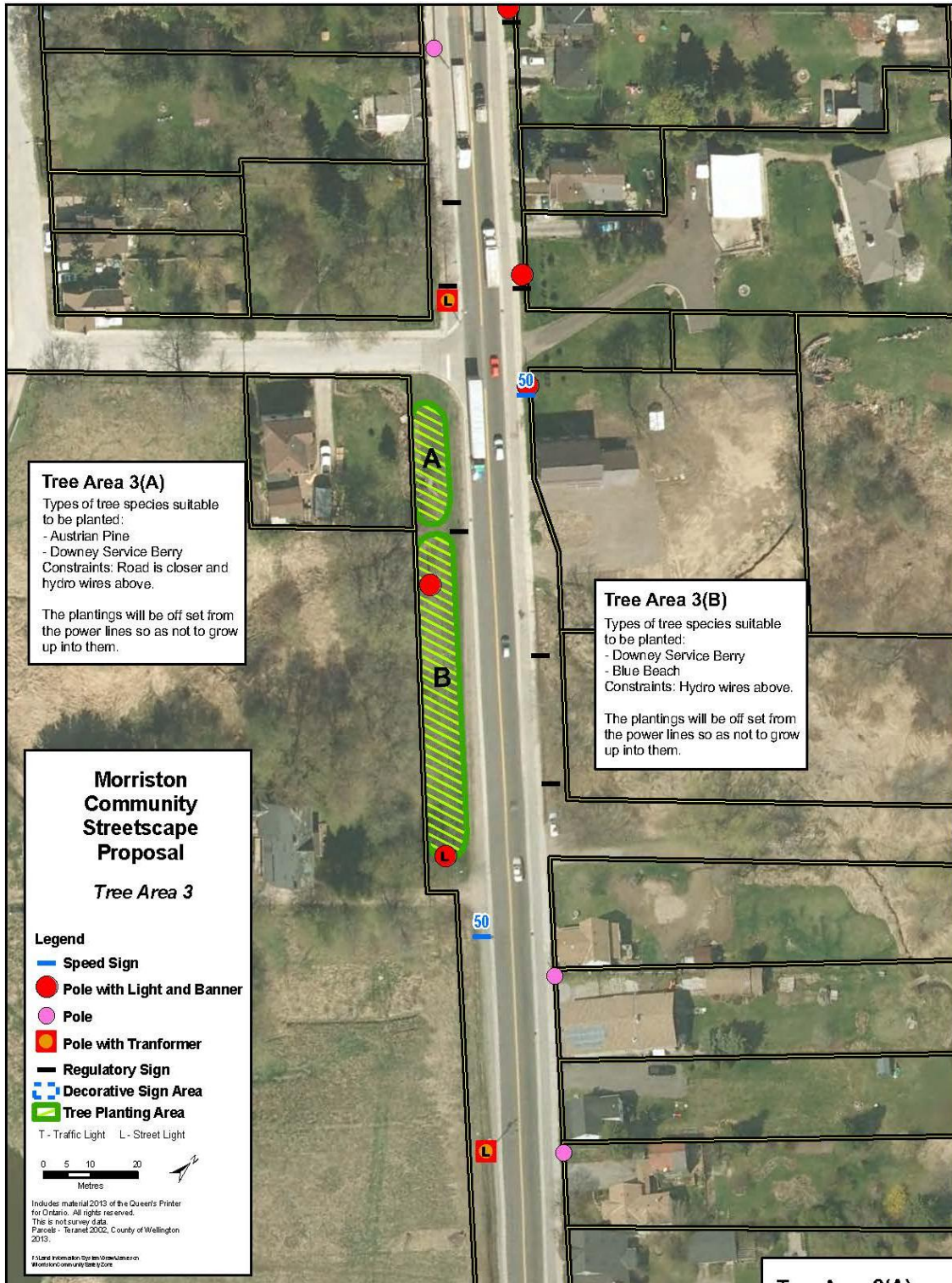
APPENDIX 3 Planting Area #2

- Depicts planting area # 2 as well as site constraints, planting species and planting directions.



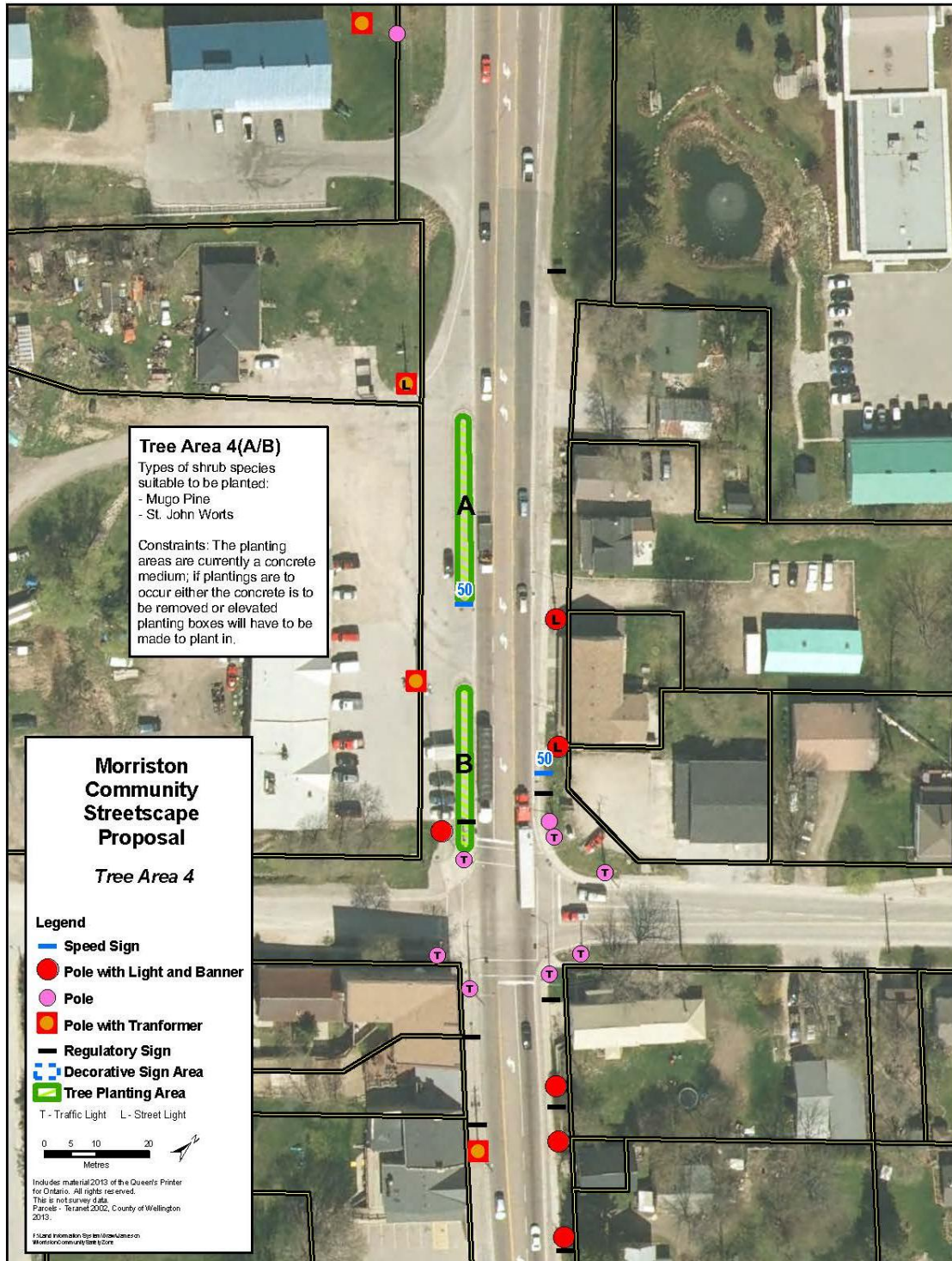
APPENDIX 4 Planting Area #3, Lighting & Banners

- Depicts planting area # 3 as well as site constraints, planting species and planting directions.
- Depicts part of the proposed lighting and banner proposed locations.



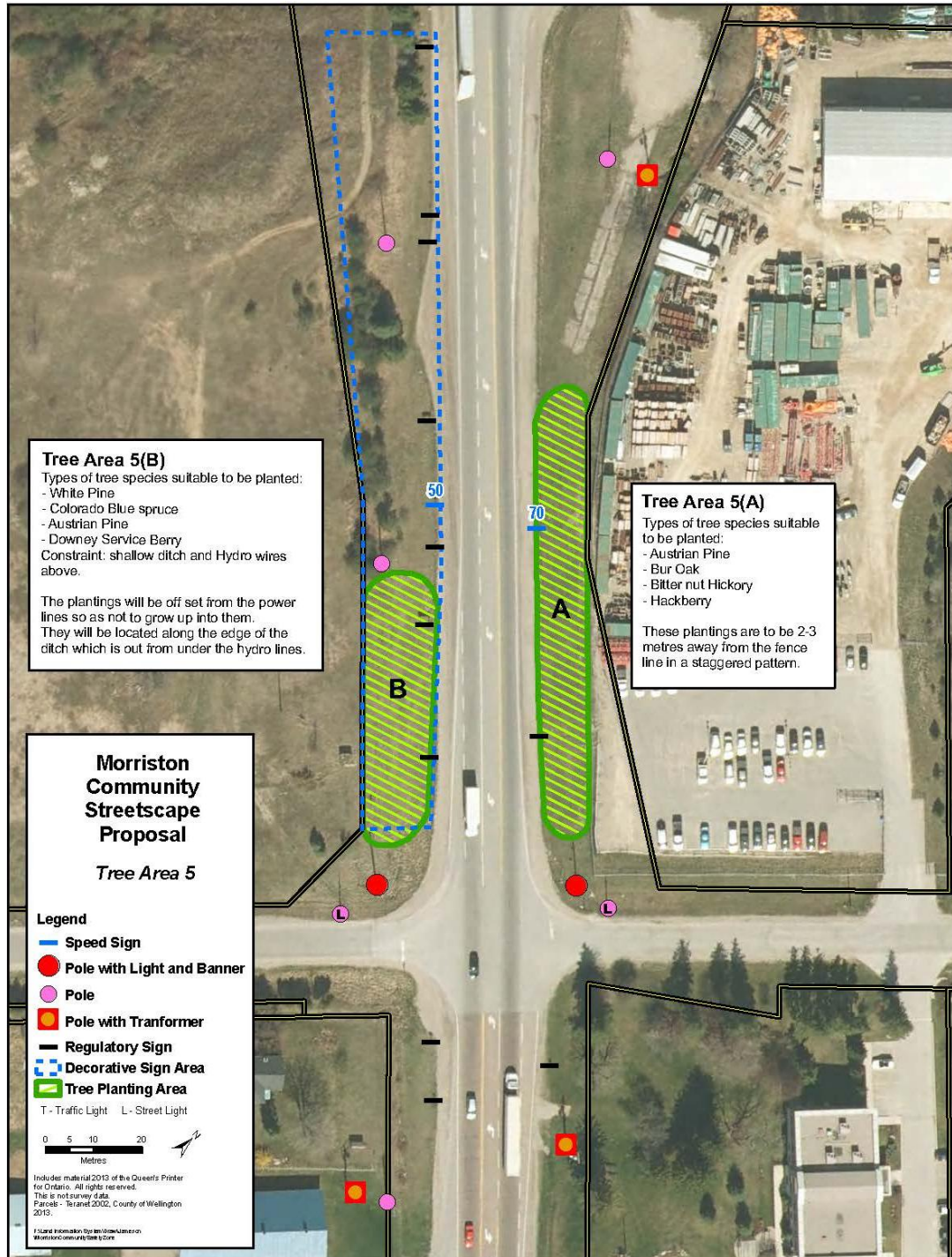
APPENDIX 5 Planting Area #4, Lighting & Banners

- Depicts planting area # 4 as well as site constraints, planting species and planting directions.
- Depicts part of the proposed lighting and banner proposed locations.



APPENDIX 6 Planting Area #5, Gateway Sign, Lighting & Banners

- Depicts planting area # 5 as well as site constraints, planting species and planting directions.
- Depicts part of the proposed lighting and banner proposed locations.
- Depicts proposed location for Entrance sign at the north end of Morrision Village.



APPENDIX 7 Landscape Plan Quote

Quote information from MacKinnon and Associates about preparing a landscape plan for the proposed planting areas.



Providing Solutions in Urban, Landscape and Environmental Planning

G:\Proposals\2013\County of Wellington\Morrison rev 1.doc
File: Proposal
By E-mail: jamesonp@wellington.ca

July 19, 2013

County of Wellington
Planning and Development Department
74 Woolwich Street
Guelph, ON N1H 3T9

Attention: Mr. Jameson Pickard, Junior Planner

Dear Mr. Pickard,

**Re: Morriston Streetscape Planting
Revised Landscape Architectural Fee Estimate**

Further to our telephone discussion, we are pleased to provide the following revised estimate of fees to provide landscape architectural services for the preparation of landscape plans for certain streetscape improvements proposed in Morriston.

Based on a review of the planting areas drawings provided, our scope of work is proposed as follows:

Part A – Total Station Field Pickup of existing conditions

- Conduct total station topographic pickup of planting areas proposed for improvements. Information to be picked up includes surface and marked utilities, swales, ditches, top and bottom of banks, edge of pavement and existing trees. No allowance for private locates for underground services is made in this estimate.
- Obtain underground base information where available (gas lines, telephone etc.)
- Assemble AutoCAD base plan from survey points and available base information.

Part B - Landscape Design

- Prepare preliminary landscape plans for 5 identified planting areas. Design will accommodate recommended species as per Mr. Greg Schiefele, as well as MTO requirements. Design is anticipated to include planting design and layout, planting bed preparation recommendations, removals and rootzone improvements where necessary. We understand the County is able to provide base drawings illustrating relevant property fabric and current aerial photography. Note this estimate does not allow for the design of signage that may be considered within the "Decorative Sign Areas" noted on the sketches provided.
- Provide final OALA stamped Landscape Plans for presentation to Township Council, and for use in securing the necessary encroachment permits. No allowance is made for attendance or presentation to Council.
- Provide preliminary construction cost estimate.

Part A – Total Field Pickup Fees \$2,000 + HST and Disbursements
Part B - Total Design Fees \$3,300 + HST and Disbursements

550 Parkside Drive, Unit A21, Waterloo, Ontario, N2L 5V4 Tel. (519) 725-5140 Fax (519) 725-5144 general@mackinnonassociates.ca



Morrison | Highway 6 Streetscape Strategy
Township of Puslinch
July 2013

Mr. Jameson Pickard
July 19, 2013
Page 2 of 2

Additional services, such as rendered copies of the plans for presentation to council, tender documents and contract administration services are not included in the above estimate. In the event these, or other additional services are required, we would be please to provide an updated scope of work for your review.

We trust that the above is consistent with your request, and would ask that if acceptable, please endorse below and return to our office by fax or e-mail as authorization to proceed. Should you have any questions or concerns, please contact me directly.

Yours truly,
MacKinnon & Associates

Aaron Hill, OALA, CSLA
Landscape Architect

Client Authorization and Date
Morrison Streetscape Planting
Part A – Field Pickup \$2,000 + HST and Disbursements
Part B – Design - \$3,300 + HST and Disbursements



APPENDIX 8 Lighting and Banner Quote

- Quote information from Getty and Associates about the lighting fixtures and banner mounting assembly.



Philips Lumec div. PEL
640 Curé-Boivin
Boisbriand (Québec) Canada J7G 2A7
Tél.: 450-430-7040 / Fax: 450-430-1453
www.lumec.com

Quoter:

Jim Campbell
Getty Associates

Unknown

QUOTATION

Date: 07/03/13 09:58:31	Project: 9692- 1
Morriston	
Bidding Date: 04/28/93	

Item	Qty	Description	Unit Price
Lum	14	S41-65W49LED4K-ES-ACDR-C-LE3-120-SF41-HS-BKTX	1,705.00 \$

Series	S41	4 Sided Lantern
Lamp	65W49LED4K	Light-emitting diodes (LED) . Lumen output available through ies file.49 LED package.
Lamp Type	ES	Lamp type Philips Lumileds Rebel ES.
Globe/Lens Material	ACDR	impact-resistant (DR) acrylic
Globe/Lens Finish	C	clear
Optical System	LE3	IES type III (asymmetrical)
Ballast	120	120 volts
Adaptor	SF41	Top Adaptor Slip Fitter For 4" Round Or 4" x 4" Round Pole High Tenon (L40)
Luminaire Options	HS	House side shield.
Bracket	CRA	Retro Type "A" Rectangular Tube, Anchor Plate, Decorative Scroll
Configuration	WPBB	Wood Pole Bracket With Ballast Box. Accept pole from 8"(203mm) to 12"(305mm) diameter.
Color	BKTX	black textured RAL9005TX

Bra	Qty	Description	Unit Price
Bra	14	CRA-WPBB-BKTX	500.00 \$

Series	S41	4 Sided Lantern
Lamp	65W49LED4K	Light-emitting diodes (LED) . Lumen output available through ies file.49 LED package.
Lamp Type	ES	Lamp type Philips Lumileds Rebel ES.
Globe/Lens Material	ACDR	impact-resistant (DR) acrylic
Globe/Lens Finish	C	clear
Optical System	LE3	IES type III (asymmetrical)
Ballast	120	120 volts
Adaptor	SF41	Top Adaptor Slip Fitter For 4" Round Or 4" x 4" Round Pole High Tenon (L40)
Luminaire Options	HS	House side shield.
Bracket	CRA	Retro Type "A" Rectangular Tube, Anchor Plate, Decorative Scroll

(Re: VD-03)





Philips Lumec div. PEL
 640 Curé-Boivin
 Boisbriand (Québec) Canada J7G 2A7
 Tél.: 450-430-7040 / Fax: 450-430-1453
 www.lumec.com

Quoter:

Jim Campbell
 Getty Associates
 ,
 Unknown

QUOTATION

Date: 07/03/13 09:58:31	Project: 9692- 1
Morrison	
Bidding Date: 04/28/93	

Item	Qty	Description	Unit Price
Pol	14	BACS30-BKTX	227.50 \$

Configuration	WPBB	Wood Pole Bracket With Ballast Box. Accept pole from 8"(203mm) to 12"(305mm) diameter.
Color	BKTX	black textured RAL9005TX
Pole Options	BA	Banner arm, mechanically assembled to the pole. Banner Arm Type: clamp-on type, made of steel tubing, 1 1/16" (27mm) outside diameter / Configuration: Single / Banner Arm Length: 30" / Mounting: single arm(s) (1) / Tip: standard cast aluminum decorative ball
Color	BKTX	black textured RAL9005TX

Approx lead time should be 8 to 10 weeks after order is released and / or final approval of shop drawings.

Melany Kertland



All Federal, Local, State and Provincial taxes are not included.

Standard Philips Lumec div. PEL colors, if custom color add 1040\$ D/N lot, per color / per order.

Lamps are not included with exceptions to LED, induction and Cosmopolis lamps. Prices are valid for 30 days. Minimum order of 100.00\$.

Freight Allowed. (for more than 6000\$).

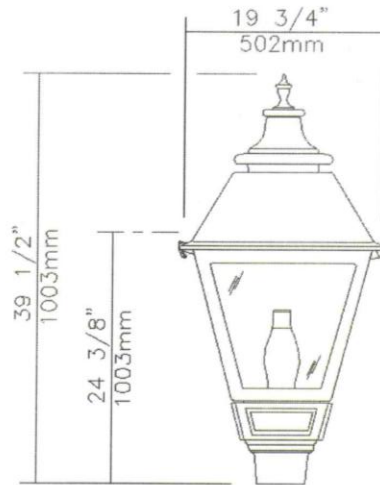
Mode of transportation will be determined by Philips Lumec div. PEL, unless otherwise specified and requested by the purchaser, in which case the purchaser assumes any or all additional charges.

Pricing based on one shipment, one delivery date.

All sales of Philips Lumec div. PEL products shall be made pursuant to Philips Lumec div. PEL's Standard Terms and Conditions of Sale. Consult www.lumec.com to review Philips Lumec div. PEL's Standard Terms.

The bidder hereby certifies that it cannot comply with the requirements of section 165(a) of the Surface Transportation Assistance Act of 1982, as amended, but it may qualify for an exception to the requirement pursuant to section 165(b)(2) or (b)(4) of the Surface Transportation Assistance Act of 1982 and regulations in 49 CFR 661.7.





EPA: 3.25 sq ft / weight: 61 lb (27.7 kg)
Note: 3D image may not represent color or option selected.
Logos above include link, click to access.

	Qty	14	Luminaire	S41-65W49LED4K-ES-ACDR-C-LE3-120-SF41-HS-BKTX
---	-----	----	-----------	---

Description of Components:

Finial: Decorative cast 356 aluminum, mechanically assembled.

Cupola: Decorative cast 356 aluminum, mechanically mounted on hood.

Hood: In a square tapered shape, the hood is made of a one-piece die cast injection moulded A360 aluminium. Mechanically assembled to the guard.

Guard: In a square tapered shape, the guard is made of one-piece die cast injection moulded A360 aluminium.

Access-Mechanism: Two integrated hinges on the hood with a stopper and a latch shall offer a tool-free access to the inside of the luminaire. An embedded memory-retentive gasket shall ensure weatherproofing.

Light Engine: LifeLED™ composed of 5 main components: **Globe / LED lamp / Optical System / Heat Sink / Driver**
Electrical components are RoHS compliant.

Globe: (ACDR-C), Made of one-piece seamless injected-moulded clear impact-resistant (DR) acrylic. The globe is assembled on the access-mechanism.

Lamp: (Included), Lamp type Philips Lumileds Rebel ES. Composed of 49 high-performance white LEDs, 65w lamp wattage. Color temperature of 4000 Kelvin nominal, 70 CRI. Operating lifespan after which the system emits 70% of its original lumen output, all of those parameters are tested for 100% of light engines. Use of a metal core board insures greater heat transfer and longer lifespan of the light engine.

Optical System: (LE3), IES type III (asymmetrical). Composed of high-performance acrylic collimators, optimized with

Morrison (9692)

varying beam angles to achieve desired distribution. System is rated IP66. Performance shall be tested per LM63 and LM79 (IESNA) certifying its photometric performance. Street-side indicated. **Complete with a (HS) House side shield.**

Heat Sink: Made of cast aluminum optimising the LEDs efficiency and life. Product does not use any cooling device with moving parts (only passive cooling device)

Driver: High power factor of 90%. Electronic driver, operating range 50/60 Hz. **Auto-adjusting to a voltage between 120 and 277 volt AC rated for both application line to line or line to neutral, Class II**, THD of 20% max. Maximum ambient operating temperature from -40F(-40C) to 130F(55C) degrees. Certified in compliance to cULus requirement. Dry and damp location. Assembled on a unitized removable tray with Tyco quick disconnect plug resisting to 221F(105C) degrees.

The current supplying the LEDs will be reduced by the driver if the internal driver temperature exceeds 185F(85C), as a protection to the LEDs and the electrical components. Output is protected from short circuits, voltage overload and current overload. Automatic recovery after correction.

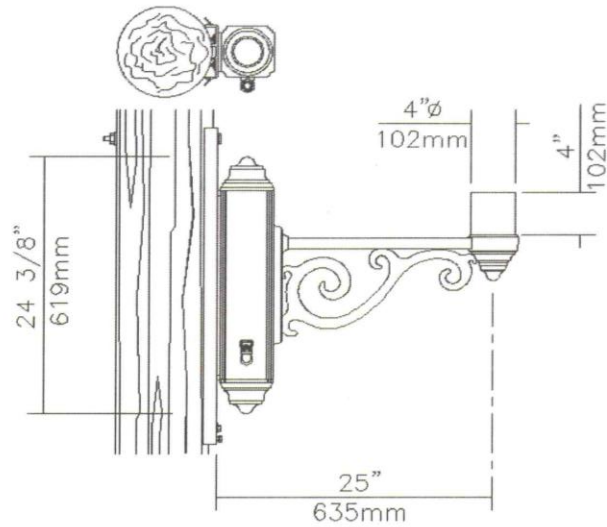
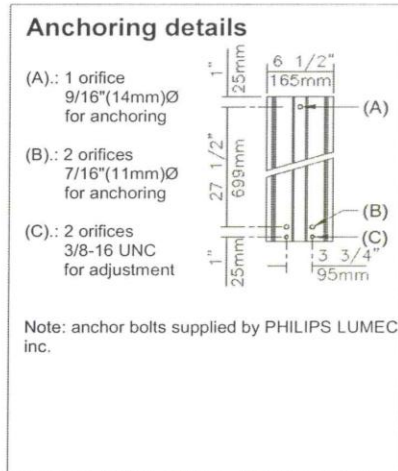
REMOTE BALLAST: Located inside ballast box.

Surge Protector: LED Driver 3 poles 10KV surge Protectors that protect Line-Ground, Line-Neutral, and Neutral-Ground in accordance with IEEE / ANSI C62.41.2 guidelines.

Fitter: (SF41), Cast 356 aluminum c/w 3 set screws 3/8-16. Slip-fits on a 4"(102mm) outside diameter x 4" (102mm) long tenon.



Morrison (9692)



	Qty 14 Bracket CRA-WPBB-BKTX
--	---------------------------------------

Description of Components:

Arm: Shall be made from cast 356 aluminum complete with a 1" x 2" (25mm x 51mm) aluminum section and an anchor plate, mechanically assembled.

Wall Mount Box: (WPBB), Made of aluminum tubing 6063-T5, in a square shape complete with decorative grooves and a removable cover giving access to the wiring and ground connection. Also complete with a watertight connector 90 degrees, for 1/2" flexible conduit (TECK). (Conduit not included).

Mounting Plate: Made of aluminum 6061-T6, 1/4" (6mm) thick, complete with a ground connection and a galvanized steel bolt 1/2-13 UNC x 14" (356mm) threaded on 6 1/2" (165mm). Also complete with two galvanized wood screws 3/8" (10mm) outside diameter x 6" (152mm), two galvanized adjusting bolts 3/8-16 UNC x 2 1/2" (65mm) and nuts, mechanically fastened.
Note: Can accept a wood pole from 8" (203mm) to 12" (302mm) diameter.

Miscellaneous

Description of Components:

Wiring: Gauge (#14) TEW/AWM 1015 or 1230 wires, 15'-0" (4.5m) minimum exceeding the mounting box.

Hardware: All exposed screws shall be stainless steel with Ceramic primer-seal basecoat to reduce seizing of the parts. All seals and sealing devices are made and/or lined with EPDM and/or silicone and/or rubber.

Finish: Color to be **black textured RAL9005TX (BKTX)** and in accordance with the AAMA 2603 standard. Application of a polyester powdercoat paint (4 mils/100 microns) with ± 1 mils/24 microns of tolerance. The Thermosetting resins provides a discoloration resistant finish in accordance with the ASTM D 2244 standard, as well as luster retention in keeping with the ASTM D 523 standard and humidity proof in accordance with the ASTM-D2247 standard.

The surface treatment achieves a minimum of 2000 hours for salt spray resistant finish in accordance with testing performed and per ASTM-B117 standard.

LED products manufacturing standard: The electronic components sensitive to electrostatic discharge (ESD) such as light emitting diodes (LEDs) are assembled in compliance with IEC61340-5-1 and ANSI/ESD S20.20 standards so as to eliminate ESD events that could decrease the useful life of the product.

Quality Control: The manufacturer must provide a written confirmation of its ISO 9001-2008 and ISO 14001-2004 International Quality Standards Certification.

Web site information details: Click on any specific information details you need:

[Paint finish](#) / [Warranties](#) / [Installation pictures](#) / [Driver Specification](#) / [ISO 9001-2008 Certification](#) / [ISO 14001-2004 Certification](#)

Lamp technical information for S26 S40 L40U									
LED = Philips Lumileds Rebel ES, CRI = 70, CCT = 4000K (+/- 350K)									
LED rated life = 100,000 hrs ¹ ; Driver rated life = 50,000 hrs									
Lamp	Typical delivered lumens ²	Typical lamp wattage (W)	Typical system wattage ³ (W)	Typical current @ 120 V (A)	Typical current @ 240 V (A)	Typical current @ 277 V (A)	LED current (mA)	HPS equivalent ⁴	Luminaire Efficacy Rating (lm/W)
40W49LED4K-ES	3150	42	47	0.39	0.20	0.17	285	70 W	57
65W49LED4K-ES	4200	65	72	0.60	0.30	0.26	428	100 W	58
90W49LED4K-ES	5040	90	102	0.85	0.43	0.37	571	150 W	49

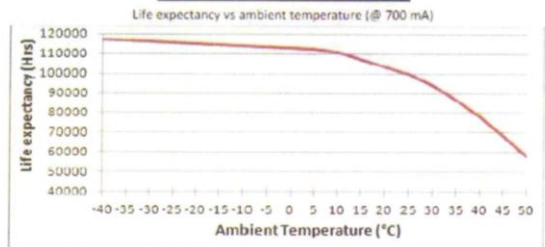
¹ L70 = 100,000 hrs (at ambient temperature = 25°C and forward current = 700 mA)
² May vary depending on the optical distribution used
³ System wattage includes the lamp and the LED driver
⁴ Compared to Square lantern (equivalence should always be confirmed by a photometric layout)

Photometric tests are done at 25°C ambient (as requested by LM-79). If our product is used at a different ambient temperature (nighttime average), you can multiply the lumens by the percentage below.

Ambient (°C)	-20	-10	0	5	10	15	20	25
% Flux	105.8	105.1	104.2	103.8	102.8	101.9	101	100

As 4000K is our standard, photometric tests are only done with this CCT. If you want to use another CCT (6000K or 3000K) you can multiply the lumens by the percentage below

CCT (K)	6000	4000	3000
% Flux	100	100	59.28



Note Due to rapid and continuous advances in LED technology, LED luminaire data is subject to change without notice and at the discretion of Philips.

APPENDIX 8

MTO Encroachment Permit Form



Ministry of
Transportation

Application for Encroachment Permit

Private/Commercial Municipal To: Construct Maintain Repair Alter Remove

The following works _____

Within the limits of a highway, the works will be in place until removal or relocation is requested by M.T.O.

Location		
Highway No. (or Name)	On the (N.S.E.W.)	Side about [distance (km./miles)]
N.S.E.W.	Nearest Town, Village or Intersection	Adjoining or adjacent to Lot No.
Concession, Plan No. or Section	Township/City	County/District/Regional Municipality

Description of Work

Crossing: Over the Highway Under the Highway The Highway at Grade Level Not Applicable

On the right-of-way for a distance of _____ as shown on the attached plan.

Distance of works from centre line _____ feet/metres From property line _____ feet/metres

Depth of works below grade of highway centre line _____ feet/metres

Length and diameter of pipe/culvert, if any _____ feet/metres

Environmental

If application is for a water line or sewer approved by or subject to the approval of the Ministry of the Environment or for a water pipe line or sewer in which that ministry is involved in any way.

Approval received Yes No Attach copy of approval Not Applicable

Indicate which, if any, of the following will be affected:

NIL Highway Drainage Trees, Shrubs, Plantings Guide Rail Signs Wetland

Four (4) copies of detailed plan and profile, drawn to scale and the specifications of the encroachment showing type, design and material must accompany each application.

For Private/Commercial & Municipal Applicants

In consideration of any permit issued in respect to this application, the applicant and all successors and assigns hereby agree to observe, keep, and perform and be subject to the regulations and conditions of the said permit and to indemnify and save harmless, Her Majesty the Queen, represented by the Minister of Transportation from and against all loss, cost, charges, damages, expenses, claims and demands whatsoever to which Her Majesty may be put or which She may suffer or sustain or for which She may be liable by reason of anything done or omitted to be done in the construction, maintenance, alteration or operation of works authorized.

Permittees shall give notification to the ministry 96 hours before commencement of the authorized works.

For Private & Commercial Applicants

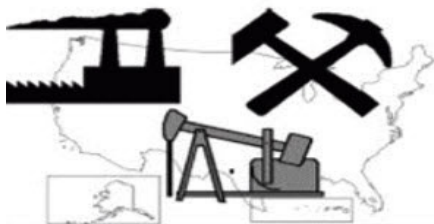
It is understood that all works will be constructed, altered, maintained or operated at the expense of the applicant; that work must not be begun before a permit has been issued by the ministry, and that the issue of a permit by the ministry does not relieve the applicant of the responsibility of complying with relevant municipal by-laws.

A fee in the amount of \$ _____ is enclosed. Please make cheques or money orders payable to the Minister of Finance.

Name of applicant/firm or municipality		Telephone No.	
Address	City/Town/Village	Province	Postal Code
Signature			Date (yyyy/mm/dd)

Information in this form is collected under the authority of the *Public Transportation and Highway Improvement Act*, R.S.O. 1990, c. 50, s. 31, 34, 38, and is used to control and record the issuance of this permit. Direct inquiries to: Senior Policy Adviser, Operations Office, 2nd Floor, 301 St. Paul Street, St. Catharines, Ontario L2R 7R4. Telephone: 905 704-2916.

PH-A-5-E (03/2007) Version française disponible © Queen's Printer for Ontario, 2007



RESOURCE TECHNOLOGIES CORPORATION

204 E Calder Way, Suite 205, State College, PA 16801
PO Box 242, State College, PA 16804

814-237-4009 f: 814-237-1769
www.resourcetec.com

April 2, 2024

via email choytfox@puslinch.ca

Courtenay Hoytfox
Interim Chief Administrative Officer
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON NOB 2J0

RE: Sand and Gravel Operations and Township Options

Ms. Hoytfox:

It was a pleasure speaking with you the other day. At your request, I have composed a brief synopsis of our conversation which you may use to present to develop a scope of work. I've also included a statement of qualifications which the Council may wish to review.

Should you have any questions or thoughts concerning my suggestions, please do not hesitate to contact me at 814-237-4009 or jrkern@resourcetec.com. As before, we can set up a video conference as needed. I look forward to working with you and the Puslinch team.

Sincerely,

Jeffrey R. Kern, ASA, MRICS, CMA
President, Senior Mineral Appraiser
Resource Technologies Corporation

BRIEF SYNOPSIS

The Township of Puslinch, Ontario amounts to a little over 52,700 acres of mixed use land in Wellington County, Ontario. The Township is dissected by the 401 highway, a major east/west limited access roadway, and Route 6, a major north/south commercial thoroughfare. Major sand and gravel operations are clustered just south of the City of Guelph around the 401 Route 6 interchange and west of Guelph between Route 6 and Route 33. According to the Ontario Ministries of Natural Resources and Forestry, there are 23 licensed mineral extraction operations located in the Township. The licensed acreage amounts to 1,368.8 acres of land, approximately 2.6% of the total land area of the Township.

While subject to operational and eventual reclamation regulations, licensed pits are typically permitted to extract the sand and gravel until exhaustion. In some cases, depending on local geology and resource quality, extraction continues below the watertable. In this case, pit closure results in the creation of a lake, with little or no useable land remaining. In other cases, the depth of the pit remains above the watertable and when exhausted, the pit, through reclamation, may be returned to some form of surface use.

Historically, the Provincial Legislature has granted licensed pits significant real property tax assessment advantages, both in valuation and assessment classification. Recent court decisions have modified the effect of those advantages¹. In some cases, the licenses remain in effect long after a pit has ceased operating or been idled for an indefinite period of time.

The Township of Puslinch is attempting to plan for the continuing activities of the sand and gravel industry. Questions such as:

- How long will existing pits continue to operate?
- Which pits will likely be returned to some future useable form of land use?
- Which will likely become lakes?
- What is the likelihood of continued demand for sand and gravel resource in the Township Based on geology, land form, parcel sizes, and access, where in the Township will future operations be likely located and how can the municipality plan for that to happen?
- What is the likely assessment impact of future operations?

¹ Interim Decision, Tribunals Ontario, Assessment Review Board, March 29, 2021, File Number ID 167894 concerning the assessment and tax class apportionment of certain licensed sand and gravel.

Final Decision, Tribunals Ontario, Assessment Review Board, October 13, 2021, File Number WR 173642A concerning the assessment and tax class apportionment of certain licensed sand and gravel.

Decision, Ontario Superior Court of Justice, Divisional Court, February 3, 2023, Municipal Property Assessment Corporation et. al. v. County of Wellington 2023, ONSC, File Number DC-21-961-00.

To complete this effort, the Township desires to engage a professional consultant with expertise in geology, sand and gravel operations, construction materials markets, land use, and real estate assessments. The consultant is expected to access at a minimum:

- Publically available geologic information
- Provincial resource studies and maps
- Market and economic analyses
- Provincial licensing requirements
- MPAC assessment procedures
- Local planning documentation
- Publicly available corporate planning statements

It is anticipated that the consultant will provide the Township with both oral and written reports of the factual findings. The consultant will not be an advocate for any position concerning the licensing or operating of sand and gravel businesses within the Township. Rather the consultant is to inform the Township of the facts which can be used to address the aforementioned questions.

RELEVANT EXPERTISE

I, Jeffrey R. Kern, MRP, ASA, CMA, MRICS, previously completed the research and evaluation efforts such as that described above. The efforts have included:

- researching Wellington County and assessment information,
- reviewing MPAC rules and procedures,
- reviewing market information,
- viewing the subjects and comparable properties,
- examining and selecting comparable sales, and
- classifying land uses as defined by the legislative rules, Court decision, and MPAC within each parcel.

I will be assisted by appraisal and research team members consisting of certified professional appraisers, certified professional geologists, licensed appraiser trainees, and other assistants. The team, which comprise the staff of Resource Technologies Corporation (RTC), has completed similar appraisal assignments throughout the United States and Canada. RTC staff have completed university and professional educational courses leading to certifications and degrees from accredited institutions throughout the United States.

My detailed qualifications are attached. In brief, my qualifications to complete this assignment include:

- Certified General Appraiser (Arkansas, Pennsylvania, Indiana, Georgia, New York, West Virginia, Ohio, Kentucky, Virginia, Michigan, Maryland)
- Certified Evaluator (Pennsylvania)
- Senior Member of the American Society of Appraisers (ASA)
- Certified Mineral Appraiser of the International Institute of Mineral Appraisers (CMA)
- Member of the International Association of Assessing Officers

- Member of Royal Institute of Chartered Surveyors (MRICS)
- Testified before legislative bodies and commissions in Pennsylvania, West Virginia, and Kentucky
- Instructor for continuing education classes for the Pennsylvania State University, American Society of Appraisers, Institute of Certified Accountants Appraisal Institute, Pennsylvania and Ohio Bar Associations, Assessors' Association of Pennsylvania, Assessors' Association of Virginia, International Association of Assessing Officers
- Mineral property valuation consultant to U.S. Departments of Justice, Interior, Air Force, and Army; West Virginia Department of Tax and Revenue; Pennsylvania Department of Transportation; Pennsylvania Economy League; Centre, Clinton, Fayette, Greene, and Schuylkill Counties in Pennsylvania; Common Cause, Southern Poverty Law Center, Wyoming Department of Tax and Revenue, Kentucky Department of Tax and Revenue.

RTC is currently retained by the state of West Virginia, Department of Tax and Revenue, to provide mineral assessment and appraisal services for the entire state. RTC annually reviews the assessment procedures and variables used to assess more than 250,000 mineral properties including coal, industrial mineral, sand and gravel, and oil and gas properties. RTC recently completed audits of the mineral assessment procedures used by the Kentucky Revenue Cabinet (Commonwealth of Kentucky and the Arkansas State Tax and Revenue Agency (State of Arkansas).

I authored the United States Geological Survey (USGS) textbook: The Use of Aerial Photography in Surface Mining Analysis, as well as the Mineral and Mineral Appraisal chapter in Property Taxation, 3rd Edition, from the Institute for Professionals in Taxation. I have written articles and taught courses concerning mineral valuation for numerous U.S. State Appraisal Licensing Boards in addition to the Pennsylvania State University; the Society for Mining, Metallurgy, and Exploration (SME); the International Association of Assessing Officers (IAAO); the Association for Application of Computers in Mining; the Mineral Economics and Mining Society; the American Society of Appraisers; and the Appraisal Institute.

I have testified as an expert in the appraisal of mineral property, mining and mineral businesses, oil and gas reserves and production, electric generation facilities, and industrial properties. My appearances have been in numerous U.S. federal, state, and local courts and the Tribunals Ontario, Assessment Review Board.



May 17, 2024

Mayor and Council
7404 Wellington Road 34,
Puslinch, Ontario

Dear Mayor and Council,

RE: Housing Focused: A Housing Policy Review in Wellington County

The County of Wellington is reviewing its Official Plan. Through this review, the County of Wellington has prepared a document titled “A Housing Policy Review in Wellington County.” This document begins a discussion on housing policy changes in the County’s Official Plan. The County of Wellington is seeking insight on housing development to help shape a policy environment that achieves the following:

- Meeting long-term housing demand;
- Providing an appropriate mix of housing options;
- Compatibility of development and intensification; and
- Support efficient use of land and services.

The County of Wellington has prepared five (5) questions to guide feedback and generate a thoughtful dialogue about the future of housing policy in the County.

The following are responses to these questions:

1) Are there current policies in the Official Plan that create problems for housing development in the County? If so, why?

The Township of Puslinch is unlikely to become a significant focus for housing development in the County of Wellington. Section 4.4.3 of the County Official Plan encourages “residential intensification primarily in Primary Urban Centres but also, to a much lesser extent in secondary urban centres and hamlets. The strategic approach to residential intensification intends to retain small town character and revitalize downtown areas...” There are no Primary Urban Centres in the Township of Puslinch.

Nonetheless, the following are some constraints and policies that create problems for housing development:



NPG Planning Solutions
4999 Victoria Ave | Niagara Falls, ON L2E 4C9
npgsolutions.ca

(905) 321 6743
✉ info@npgsolutions.ca

- Section 10.4.4 of the County of Wellington Official Plan permits in Secondary Agricultural Areas “one new lot for residential purposes may be allowed from a parcel of land existing on March 1, 2005...” provided that certain criteria are met. This policy poses a barrier to housing development and is more restrictive than A Place to Grow: Growth plan for the Greater Golden Horseshoe (Growth Plan) which permits the creation of up to three (3) lots for residential development on rural lands. Of note, the Growth Plan does not specify a land holding date for an existing lot.
- Section 1.1.4.1 d) of the Provincial Policy Statement (PPS) provides that “healthy, integrated and viable rural areas should be supported by encouraging the conservation and redevelopment of existing rural housing stock on rural lands.” The PPS defines redevelopment as “the creation of new units, uses or lots on previously developed land in existing communities, including brownfield sites.” The County of Wellington may choose to consider appropriate criteria to facilitate redevelopment of existing residential lots in Secondary Agricultural Areas.
- In considering residential development in Secondary Agricultural Areas, the County of Wellington should monitor the on-going review of the PPS.
- The Township of Puslinch is exclusively serviced by individual on-site services. The County of Wellington may incorporate policies to permit residential development on cisterns where there is insufficient groundwater. These policies may include criteria to be met and conditions of approval.

2) Do the proposed policy directions go far enough to help support a diverse mix of housing options?

The proposed policy direction is appropriate to support a diverse mix of housing options within Primary Urban Centres. However, there is a significant amount of land that is located outside Primary Urban Centres including Prime Agricultural, Secondary Agricultural, Hamlet Areas and Secondary Urban Centres. Further consideration should be given towards supporting farm help accommodation on agricultural lands and opportunities to provide housing in Secondary Urban Centres and Hamlets.

3) What actions and/or policy changes should the County pursue to help increase the supply of rental housing?

Policies that would significantly increase the supply of rental housing are particularly relevant to Primary Urban Centres that can support higher density development. The existing infrastructure in the Township of Puslinch does not seem appropriate to support densities that would significantly increase rental housing. There are opportunities to encourage additional residential units through Community Improvement Plans and other grant funding.

4) Other than the predominance of low-rise housing, what elements of your community help define its character and identity?

The residential built form and character of the in the Township of Puslinch is largely shaped by large rural lots on individual on-site sewage services and individual on-site water services. There are also several historic homes, many of which are listed on the register of property situated in the municipality that is of cultural heritage value or interest.

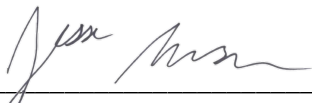
5) Are any of the suggested policy directions not a good option for the County to consider and why?

There are no concerns regarding any of the proposed policy directions. One of the proposed policy impacts, however, is as follows:

Review and update official plan policies to place a stronger emphasis on urban design for infill development and newly developing areas.

Strong urban design guidelines can develop and enhance a sense of place in a community. Consideration should be given to ensure that such guidelines are not overly restrictive to the extent that growth and development in the Township of Puslinch may be stunted.

Sincerely,



Jesse Auspitz, MCIP, RPP
Principal Planner
NPG Planning Solutions Inc.
jauspitz@npgsolutions.ca

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-037

Being a by-law to authorize the designation of real property located at 43 McClintock Drive, Puslinch, as the property of cultural heritage value or interest under Section 29 Part IV of the Ontario Heritage Act, R.S.O. 1990, c. O.18

WHEREAS the *Ontario Heritage Act, R.S.O. 1990, c. O.18* authorizes a municipality to designate a property within the municipality to be of cultural heritage value or interest if the property meets the prescribed criteria and the designation is made in accordance with the process set out in the *Ontario Heritage Act, R.S.O. 1990, c. O.18*;

AND WHEREAS the Council for the Corporation of the Township of Puslinch, in consultation with the Puslinch Heritage Advisory Committee, deems 43 McClintock Drive to be of cultural heritage value and interest in accordance with the prescribed criteria by the Ontario Heritage Act, R.S.O. 1990, c. O.18;

AND WHEREAS the Council for the Corporation of the Township of Puslinch did give notice of its intention to designate the property mentioned in section 1 of this by-law in accordance with subsection 29(3) of the *Ontario Heritage Act, R.S.O. 1990, c. O.18*;

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

1. That the property located at 43 McClintock Drive, Puslinch, and more particularly described in Schedule "A" hereto annexed and forming part of this by-law, is hereby designated as property of cultural heritage value or interest under Section 29 Part IV of the *Ontario Heritage Act, 1990, c. O. 18*.
2. That the Municipal Clerk is hereby authorized and directed,
 - a. to cause a copy of this by-law, together with reasons for the designation, to be served on the subject property owner and The Ontario Heritage Trust by personal service or by registered mail;
 - b. to publish a notice of this by-law once in a newspaper having general circulation in the Township of Puslinch.
3. That the Municipal Clerk is hereby authorized and directed to cause a copy of this bylaw, together with the statement of cultural heritage value or interest and description of heritage attributes set out in Schedule "B" hereto annexed and forming part of this bylaw, to be registered against the property affected in the proper land registry office.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF MAY 2024

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

Schedule "A"
To
By-law Number 2024-037

43 McClintock Drive,
Puslinch

PIN: 71207-0299

Legal Description: PUSLINCH CON 1 PT LOT 4 PLAN;373 LOTS 1 2 26 TO 36 PT BLK;A PT LAKE AVE PT RDS PT BLVD;RP 61R166 PARTS 2 TO 6 8 TO;14 PT PARTS 1 AND 7

Schedule "B"
To
By-law Number 2024-037

43 McClintock Drive,
Puslinch

**STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST AND DESCRIPTION OF
HERITAGE ATTRIBUTES**

The property located at 43 McClintock Dr, Puslinch, has cultural heritage value associated with the history of the commercial and hospitality industry in and around Puslinch Lake. This value is retained in the former 1880 frame Puslinch Lake Hotel on the property. It is the last remaining nineteenth century hotel building on Puslinch Lake. The property is also associated with George Sleeman of Guelph who owned the hotel and was instrumental in the hotel's successful operation from the 1880s until the 1910s. Although no longer operating as such, the hotel served thousands seeking recreation at Puslinch Lake. As the last remaining hotel on the only natural lake in the region, it is regarded as a landmark. The property meets the requirements for designation prescribed by the Province of Ontario under the three categories of design/physical value, historical/associative value, and contextual value. The property is listed on the Township of Puslinch Municipal Heritage Register and has received a plaque from the Township's Heritage Committee for its cultural heritage value.

Design Value:

The property includes a rare extant 1880 two-storey framed hotel building with an "L" shaped floor plan. Notable features that can be found on the building include sash style windows throughout, and a hipped roof. A double hung verandah runs across the front façade under the hipped roof. The entrance is located beneath the verandah. Much of the building remains in its original state, with the only recent addition being the framed entrance to the office building adjacent to the former hotel's entrance.

Historical/Associative Value:

Puslinch Lake was a popular destination for recreation in the nineteenth and early twentieth centuries. The property, located at Lot 4, Rear Concession 1, was originally owned by Thomas Frame. In 1841, Frame built one of the first hotels in Puslinch Lake on this lot. In 1879 the hotel caught fire and Frame subsequently sold the lot to George Martin, who erected the present hotel structure in 1880. By 1883, the property was purchased by George Sleeman of Guelph and his partner John Davidson.

George Sleeman was a brewer, entrepreneur and politician and installed a fifty passenger steamboat called "The City of Guelph" to carry passengers to and from his hotel to St. Helen's Island in Puslinch Lake. He was able to attract and influence a variety of patrons to visit and stay at his hotel. Those who came to the Lake Hotel ranged from factory workers through shopkeepers to the wealthy and affluent of not only the Wellington and Waterloo County regions but those of Toronto and London.

In 1907, the City of Guelph acquired the Lake Hotel due to Sleeman's financial failure with the Guelph Railway Company. The Lake Hotel was included in the assets of the company, so when it went into receivership, so did the hotel.

The City of Guelph operated the hotel as a resort until 1930.

Contextual Value:

The property maintains the unique character of its surroundings as it stands as the sole remaining hotel of several that once served visitors to Puslinch Lake. This hotel serves as a poignant reflection of the area's appearance during the 19th and early 20th century, and a reminder of the role of Puslinch Lake as a leisure destination for Wellington County during this time. As a result, the property's hotel and land have earned the status of a landmark, symbolizing its enduring relationship with not only many Puslinch and Guelph families over generation, but

those from different surrounding areas as well. Throughout the years, it has played a pivotal role in providing a range of services and hosting a variety of activities for the residents.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 43 McClintock Drive:

- Height, scale, and massing of original two storey building
- Frame construction
- Double hung veranda
- Hipped roof
- Original fenestration
- Extant original doors and windows

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-038

Being a by-law to authorize the designation of real property located at 4492 Watson Road South, Puslinch, as the property of cultural heritage value or interest under Section 29 Part IV of the *Ontario Heritage Act, R.S.O. 1990, c. O.18*

WHEREAS the *Ontario Heritage Act, R.S.O. 1990, c. O.18* authorizes a municipality to designate a property within the municipality to be of cultural heritage value or interest if the property meets the prescribed criteria and the designation is made in accordance with the process set out in the *Ontario Heritage Act, R.S.O. 1990, c. O.18*;

AND WHEREAS the Council for the Corporation of the Township of Puslinch, in consultation with the Puslinch Heritage Advisory Committee, deems 4492 Watson Road South to be of cultural heritage value and interest in accordance with the prescribed criteria by the Ontario Heritage Act, R.S.O. 1990, c. O.18;

AND WHEREAS the Council for the Corporation of the Township of Puslinch did give notice of its intention to designate the property mentioned in section 1 of this by-law in accordance with subsection 29(3) of the *Ontario Heritage Act, R.S.O. 1990, c. O.18*;

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

1. That the property located at 4492 Watson Road South, Puslinch, and more particularly described in Schedule "A" hereto annexed and forming part of this by-law, is hereby designated as property of cultural heritage value or interest under Section 29 Part IV of the *Ontario Heritage Act, 1990, c. O. 18*.
2. That the Municipal Clerk is hereby authorized and directed,
 - a. to cause a copy of this by-law, together with reasons for the designation, to be served on the subject property owner and the Ontario Heritage Trust by personal service or by registered mail;
 - b. to publish a notice of this by-law once in a newspaper having general circulation in the Township of Puslinch.
3. That the Municipal Clerk is hereby authorized and directed to cause a copy of this bylaw, together with the statement of cultural heritage value or interest and description of heritage attributes set out in Schedule "B" hereto annexed and forming part of this bylaw, to be registered against the property affected in the proper land registry office.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF MAY 2024

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

Schedule "A"
To
By-law Number 2024-037

4492 Watson Road South,
Puslinch

PIN: 71189-0048

Legal Description: PT LOT 20, CONCESSION 10 , TOWNSHIP OF PUSLINCH AS MS37014 & MS37795; DESCRIPTION MAY NOT BE ACCEPTABLE IN FUTURE AS IN MS37014 & MS37795

Schedule "B"
To
By-law Number 2024-038

4492 Watson Road South,
Puslinch

**STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST AND DESCRIPTION OF
HERITAGE ATTRIBUTES**

The property located at 4492 Watson Road South, Puslinch, contains the Corwhin schoolhouse of the former "School Section 10" which holds significant cultural heritage value due to its role in the architectural, educational and social history of the Corwhin community and Puslinch Township. This value is retained in the one-room stone schoolhouse on the property. The building represents the efforts of the constituents of School Section 10 to provide public elementary education to the local community.

The subject building is one of ten extant schoolhouses from the original twelve school sections of Puslinch Township. The first schoolhouse in Corwhin is thought to have been a very small stone structure on the corner of the 11th concession and county road 34.

The stone schoolhouse at 4492 Watson Road South was constructed in 1885 using building plans published by the Ontario Department of Education in the mid-nineteenth century as a guide. The board of School Section 10 fulfilled these plans according to their own resources and preferences. The property's design value is seen in the distinct stone masonry attributed to local masons, William Laing and Thomas Taylor. Whereas other local landmarks have disappeared, this schoolhouse maintains its strategic location as a landmark in the middle of Corwhin's school section.

The property is listed on the Township of Puslinch Municipal Heritage Register and has received a plaque from the Township's Heritage Committee for its cultural heritage value. The property meets the requirements for designation prescribed by the Province of Ontario as it satisfies at four of the nine criteria for determining cultural heritage value or interest under Ontario Regulation 9/06 (as amended by O. Reg. 569/22) under the Ontario Heritage Act. The Corwhin schoolhouse has design/physical value, historical/associative value, and contextual value.

Design Value:

The Corwhin school has design and physical value. The building design is a good representative example of later nineteenth century Ontario schoolhouse design and construction method using in local stone and masonry techniques. The single-storey, rectangular form with a front gable roof over a three-bay façade was made popular by the a design published in The Canada Farmer newspaper in 1866. The Corwin school façade has a large centre window opening with a semi-circular arch flanked by two front entrance doors - one for the girls, the other for the boys. The exterior walls were constructed with split-faced limestone and granite fieldstones of varying shapes and sizes. The exterior has been finished with tape-pointing – a rectilinear pattern of white lime applied over the mortar joints to create the appearance of what is largely horizontal coursed ashlar or (square dressed) stonework. This technique was widely employed by stone masons in Puslinch and Wellington County in the later 19th century and is seen in all historic photos of the Corwhin school. The large window opening in the façade has two semi-circular arches meeting at a keystone all in smooth-faced limestone dressed with a margin on the outside arris or edge. The heads the front doors and the side windows were constructed in a low camber segmental arch with dressed limestone in a type of Welsh arch with large haunch stones flanking three tapered and dressed voussoirs. The sides of the door and window openings as well as the front corners of the building were constructed with roughly squared quoin blocks of limestone that are flush with the wall face. The semi-circular, carved stone tablet presents the building name and date of construction "S. S. No.10, Puslinch – Er'd 1885".

Historical or Associative Value:

The Corwhin schoolhouse has historical value as it is directly associated with the theme of the development of primary education in Puslinch Township. As Puslinch was settled, it was divided into twelve school sections. The residents of each section built their own school, which not only represented and defined the geographic community but also became a center for community activities. Shortly after

School Section 10 was established in 1857 a proper site for a school was determined and Lot 20, Front Concession 10 was purchased from John Laing. In 1878 a decision was taken to retain, enlarge and repair the previous schoolhouse. One additional acre of land was purchased for \$100 from John Laing for a playground and the school grounds were fenced by Duncan McFarlane for \$129.00. In 1884 it was felt that a new school was needed as the old school was needing many repairs. The present structure was built in the summer of 1885 on the same lot as the previous school.

In addition to providing elementary education for families in the "Section" the Corwhin School hosted local social events including dances, bingo, debates and Sunday school services. The property served the Corwhin community as its educational and community centre for 75 years until its closure in 1961, when local schools were centralized to a consolidated school in the Township. In 1963, the property was acquired by the Girl Guides of Canada, who named it Camp Corwhin. It has since been rehabilitated as a residence.

Contextual Value:

The immediate contextual value of the Corwhin schoolhouse is its prominence as a landmark that helps to define the character of the area on the south slope of the Watson Road hill north of Wellington Road 34. The broader contextual value of the Corwhin schoolhouse property is based on its strategic location at the geographic centre of School Section 10 in the Corwhin community. Although it was a distance from the hamlet of Corwhin, the school's central location was a focal point for farming families and young scholars in lots 14- of the 9th to 11th Concessions of Puslinch from 1857 until 1961.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4492 Watson Road South:

Corwhin Schoolhouse:

- Height, scale, and form of original 1885 schoolhouse building
- Front gable roof line with three bay façade
- Large, semi-circular window opening in the facade with dressed limestone arch and keystone
- Dressed limestone window and door heads, openings and lug sills
- Tape-pointed stone exterior walls
- Semi-circular, carved stone tablet above the front window presenting the building name and date of construction

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-039

Being a by-law to authorize the designation of real property located at 32 Brock Road North, Puslinch, as the property of cultural heritage value or interest under Section 29 Part IV of the Ontario Heritage Act, R.S.O. 1990, c. O.18

WHEREAS the *Ontario Heritage Act, R.S.O. 1990, c. O. 18* authorizes a municipality to designate a property within the municipality to be of cultural heritage value or interest if the property meets the prescribed criteria and the designation is made in accordance with the process set out in the *Ontario Heritage Act, R.S.O. 1990, c. O. 18*;

AND WHEREAS the Council for the Corporation of the Township of Puslinch, in consultation with the Puslinch Heritage Advisory Committee, deems 32 Brock Road North to be of cultural heritage value and interest in accordance with the prescribed criteria by the Ontario Heritage Act, R.S.O. 1990, c. O.18;

AND WHEREAS the Council for the Corporation of the Township of Puslinch did give notice of its intention to designate the property mentioned in section 1 of this by-law in accordance with subsection 29(3) of the *Ontario Heritage Act, R.S.O. 1990, c. O. 18*;

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

1. That the property located at 32 Brock Road North, Puslinch, and more particularly described in Schedule "A" hereto annexed and forming part of this by-law, is hereby designated as property of cultural heritage value or interest under Section 29 Part IV of the *Ontario Heritage Act, 1990, c. O. 18*.
2. That the Municipal Clerk is hereby authorized and directed,
 - a. to cause a copy of this by-law, together with reasons for the designation, to be served on the subject property owner and The Ontario Heritage Trust by personal service or by registered mail;
 - b. to publish a notice of this by-law once in a newspaper having general circulation in the Township of Puslinch.
3. That the Municipal Clerk is hereby authorized and directed to cause a copy of this bylaw, together with the statement of cultural heritage value or interest and description of heritage attributes set out in Schedule "B" hereto annexed and forming part of this bylaw, to be registered against the property affected in the proper land registry office.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF MAY 2022

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

Schedule "A"
To
By-law Number 2024-039

32 Brock Road North,
Puslinch

PIN: 71197-0078

Legal Description: PT LOT 19, CONCESSION 7 , TOWNSHIP OF PUSLINCH, PT 2, 61R3522;
TOWNSHIP OF PUSLINCH

Schedule "B"
To
By-law Number 2024-039

32 Brock Road North,
Puslinch

**STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST AND DESCRIPTION OF
HERITAGE ATTRIBUTES**

The property, the former School Section #4, located at 32 Brock Rd N, Puslinch, possesses significant cultural heritage value due to its association with the educational and social history of Township of Puslinch and the Aberfoyle area. This value is retained in the 1872 stone schoolhouse on the site. This building represents the efforts of the board of School Section 1 to provide free public elementary education to the local community. The schoolhouse was constructed in 1872 using building plans published by the Ontario Department of Education in the mid-nineteenth century as a guide. The property's architectural value lies in the exceptional craftsmanship attributed to local contractor, Robert Little. Many of the architectural elements present here are unique in the Township. The schoolhouse's strategic placement in an area where numerous Aberfoyle and area families attended adds to its historical importance. Given its pivotal role in the history of Puslinch, and growing urban development along Brock Road the property and its schoolhouse hold the status of an historical and geographic landmark. The property meets the requirements for designation prescribed by the Province of Ontario under the three categories of design/physical value, historical/associative value, and contextual value. The property is listed on the Township of Puslinch Municipal Heritage Register and has received a plaque from the Township's Heritage Committee for its cultural heritage value.

Design Value:

Constructed according to mid-nineteenth century Ontario Department of Education building plans, the building features elements representative of mid-nineteenth century Ontario schoolhouse design: front gable roof, single-storey rectangular form, window fenestrations on the side walls and a front facade with two entrances: one for girls and one for boys. This property showcases an outstanding and distinctive example of architectural interpretation of these plans and local stone masonry, combining Gothic and Italianate detailing. The contractor for the structure was Robert Little. Notable design features include the exterior walls cut from granite and amphibolite stone in coursed "Aberdeen bond." The schoolhouse is fitted with original large Romanesque sash windows on the side walls furnished with Gothic rectangular wood tracery muntins. A singular large Romanesque window is on the front façade. These windows feature intricate and distinctive limestone masonry in the large voussoirs, surrounds and sills. The front entrance maintains its original configuration, with separate doors for boys and girls, each equipped with Romanesque transoms and limestone voussoirs. An ocular datestone with a limestone surround under the front gable is inscribed "School Section 4 Puslinch 1872." The roof holds the schoolhouse's original belfry and bell.

Historical or Associative Value:

As Puslinch was settled, it was divided into twelve school sections (SS). The residents of each section built their own school, which not only represented and defined the geographic community but also became a centre for community activities.

This stone schoolhouse built in 1872 by Robert Little was the third incarnation of the School Section #4 succeeding a log structure (1832) and a frame building (1846). The schoolhouse's strategic placement in an area where numerous Aberfoyle and area families attended adds to its historical importance. The property served as an elementary school and social centre for the Aberfoyle school community from 1872 until 1959 when the new Aberfoyle School was established.

Contextual Value:

The property is emblematic of this once thriving village of Aberfoyle. It is surrounded by several other heritage properties along Brock Road in the Aberfoyle area. These residences, including the George McLean, John Hammersley, and Peter McLaren houses, among many others, played a significant role in shaping and establishing this part of Puslinch. The property is also in close proximity to the Aberfoyle Mill and Aberfoyle blacksmith and wagon shop, industrial heritage properties demonstrating the importance of the property's location as a hub of industry and services. The property holds the status of a landmark due to its architectural excellence and rich and complex history within the Township. Over the years, it has served numerous generations and families, playing crucial roles in both education and commercial activities.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 32 Brock Road North:

- Height, scale, and massing of original schoolhouse building
- Stone exterior walls in Aberdeen bond
- Romanesque door and window fenestration
- Gothic tracery windows with wood muntins
- Limestone voussoirs, sills and trim on all fenestration
- Date stone
- Belfry and bell

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW 2024-040

A by-law to provide for the levy and collection of property taxes for the 2024 taxation year.

WHEREAS Section 312 of the Municipal Act, S.O. 2001, as amended (Municipal Act) provides that for the purposes of raising the general local municipality levy, a local municipality shall, each year, pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipality purposes; and

WHEREAS Section 3 of the Assessment Act, R.S.O. 1990, as amended (Assessment Act), provides that all real property, with specific exceptions, is subject to assessment and taxation; and

WHEREAS the property classes have been prescribed by the Minister of Finance under the Assessment Act and the Regulations thereto; and

WHEREAS Ontario Regulation 400/98, as amended under the Education Act prescribes the tax rates for school purposes for all property classes; and

WHEREAS the Council of the Corporation of the Township of Puslinch (Township) adopted By-law Number 2024-005 which established the Budget for the Township for the year 2024; and

WHEREAS pursuant to the County of Wellington (County) By-law No. 5860-24, the County has established upper and lower-tier property tax ratios and tax reductions for prescribed subclasses for the year 2024 and By-law No. 5861-24, being a by-law to establish and levy tax rates for upper tier purposes; and

WHEREAS pursuant to the County By-law Number 5850-24, the County has adopted estimates of all sums required by the County during the year 2024 for all purposes of the County and has provided a general levy on area municipalities; and

WHEREAS it is required that the Council of the Township, pursuant to the Municipal Act, to levy upon the whole of the assessment for real property for the property classes according to the last revised assessment roll for the Township the sums set forth for various purposes in Schedule "A" attached hereto for the current year; and

WHEREAS the County's Tax Ratio by-law established the relative amount of taxation to be borne by each property class; and

WHEREAS the Municipal Act authorizes a Council to pass by-laws for the payment of taxes by installments and the date or dates in the year for which the taxes are imposed on which the taxes or installments are due; and

WHEREAS the Municipal Act authorizes a local municipality to pass by-laws to impose late payment charges for the non-payment of taxes or any installment by the due date; and

WHEREAS an interim tax levy was made by the Township before the adoption of the estimates for the current year as per By-law Number 001-2024.

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

1. For the raising of the sum of \$31,101,412 as shown in Schedule "A" attached to this by-law, for the current year lawful purposes of the Township, the County, and the School Boards, the tax rates as shown on Schedule "B" and Schedule "C"

attached to this by-law, shall be levied and collected upon the whole rateable property of the public and separate school supporters.

2. The levy provided for in Schedule "A", Schedule "B" and Schedule "C" attached to this by-law shall be reduced by the amount raised by the 2024 interim tax levy imposed pursuant to By-law Number 001-2024, where billed.
3. For the year 2024, pursuant to Section 312 (4) of the Municipal Act, the Township shall levy a special tax rate against rateable property in the Barber's Beach Street Lights and Cambridge Fire areas as set out in Schedule "C" attached to this by-law.
4. For payments-in-lieu of taxes, the actual amount due to the Township shall be based on the assessment roll and the tax rates for the applicable classes for the year 2024.
5. That all taxes levied according to the provisions of this by-law shall be collected and paid over to the Treasurer of the Township.
6. The final levy shall be due and payable in two installments as follows:
 - (1) The 30th day of August, 2024; and
 - (2) The 31st day of October, 2024.
7. The final levy for those properties subject to the Township's Pre-Authorized Tax Payment Plan shall be due and payable to the Township in 11 monthly installments, February through to December.
8. That realty taxes to be levied as a result of additions to the tax roll pursuant to the Assessment Act shall be due and payable in one installment not earlier than 21 days from the date of the mailing of the tax notice.
9.
 - (1) The Treasurer shall add a percentage as a penalty for default of payment of the installments in accordance with By-law No. 001/14, as amended;
 - (2) The Treasurer shall also add a percentage charge as interest for default of payment of the installments in accordance with By-law No. 001/14, as amended.
10. The Treasurer is hereby authorized to accept part payment from time to time on account of any taxes due and to give a receipt for such part payment, provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectable under the provision of By-law No. 001/14, as amended, in respect of non-payment of any taxes or any classes of taxes or of any installment thereof.
11. That the Treasurer is hereby authorized to mail every tax notice or cause the same to be mailed to the address of the residence or place of business of each person taxed unless the taxpayer directs the Treasurer in writing to send the bill to another address, in which case it shall be sent to that address, as provided by the Municipal Act.
12. That the Treasurer may send a tax bill to the taxpayer electronically in the manner specified by the Township, if the taxpayer has chosen to receive the tax bill in that manner.
13. There may be added to the tax roll all or any arrears of charges, fees, costs or other expenses as may be permitted by Provincial legislation and such arrears of charges, fees, costs or other expenses shall be deemed to be taxes, collected as

taxes, or collected in the same manner as municipal taxes, or dealt with in such fashion as may be specifically authorized by the applicable statute.

14. Nothing in this by-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the applicable statutes and by-laws governing the collection of taxes.

15. If any section or portion of this by-law is found by a court of competent jurisdiction to be invalid, it is the intent of the Council for the Township that all remaining sections and portions of this by-law continue in force and effect.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF MAY, 2024.

James Seeley, Mayor

Justine Brotherston, Clerk

**Schedule A
Summary of Tax Levies - 2024 Final**

	TAX LEVY	TOTAL TAX LEVY	SHARE %
TOWNSHIP PURPOSES			
General Purposes	\$5,358,921		
Barber's Beach Streetlights	\$728		
Cambridge Fire	\$79,677		
Total Township Purposes		\$5,439,326	17%
COUNTY PURPOSES			
County of Wellington	\$19,315,926		
Total County Purposes		\$19,315,926	62%
EDUCATION PURPOSES			
Total Education Purposes	\$6,346,160	\$6,346,160	20%
TOTAL LEVY		\$31,101,412	100%

**Schedule B
2024 Property Tax Rates**

Description	2024 Assessment	Transition Ratio	Tax Reduction	Weighted Ratio	Weighted Assessment	Tax Rate				Levy			
						Township	County	Education	Total	Township	County	Education	Total
res/farm (RT)	2,082,853,180	1.000000	0.00%	1.000000	2,082,853,180	0.00191246	0.00689335	0.00153000	0.01033580	3,983,369	14,357,826	3,186,765	21,527,960
multi-res (MT)	2,076,100	1.900000	0.00%	1.900000	3,944,590	0.00363367	0.01309736	0.00153000	0.01826103	7,544	27,191	3,176	37,912
new multi-residential (NT)	0	1.100000	0.00%	1.100000	0	0.00210370	0.00758268	0.00153000	0.01121638	0	0	0	0
farmlands (FT)	204,893,502	0.250000	0.00%	0.250000	51,223,376	0.00047811	0.00172334	0.00038250	0.00258395	97,963	353,100	78,372	529,435
commercial (CT)	185,873,713	1.491000	0.00%	1.491000	277,137,706	0.00285147	0.01027798	0.00880000	0.02192945	530,014	1,910,406	1,635,689	4,076,109
industrial (IT)	91,351,225	2.400000	0.00%	2.400000	219,242,940	0.00458990	0.01654403	0.00880000	0.02993393	419,293	1,511,317	803,891	2,734,501
large industrial (LT)	23,265,500	2.400000	0.00%	2.400000	55,837,200	0.00458990	0.01654403	0.00880000	0.02993393	106,786	384,905	204,736	696,428
pipeline (PT)	6,403,000	2.250000	0.00%	2.250000	14,406,750	0.00430303	0.01551003	0.00880000	0.02861306	27,552	99,311	56,346	183,209
shopping centre (ST)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
managed forests (TT)	16,870,100	0.250000	0.00%	0.250000	4,217,525	0.00047811	0.00172334	0.00038250	0.00258395	8,066	29,073	6,453	43,592
res/farm farmland class 1 (R1)	789,000	1.000000	25.00%	0.750000	591,750	0.00143434	0.00517001	0.00114750	0.00775185	1,132	4,079	905	6,116
residential taxable shared (RH)	0	1.000000	0.00%	1.000000	0	0.00191246	0.00689335	0.00153000	0.01033580	0	0	0	0
commercial excess/vacant unit (CU)	6,539,300	1.491000	0.00%	1.491000	9,750,096	0.00285147	0.01027798	0.00880000	0.02192945	18,647	67,211	57,546	143,403
commercial vacant land (CX)	1,950,400	1.491000	0.00%	1.491000	2,908,046	0.00285147	0.01027798	0.00880000	0.02192945	5,562	20,046	17,164	42,771
commercial farmland class 1 (C1)	0	1.000000	25.00%	0.750000	0	0.00143434	0.00517001	0.00114750	0.00775185	0	0	0	0
commercial taxable shared (CH)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
commercial vacant land taxable shared (CJ)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
commercial small scale on farm (C7)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00220000	0.01532945	0	0	0	0
Office Building Taxable (DT)	536,300	1.491000	0.00%	1.491000	799,623	0.00285147	0.01027798	0.00880000	0.02192945	1,529	5,512	4,719	11,761
parking lot (GT)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
industrial-hydro (IH)	717,000	2.400000	0.00%	2.400000	1,720,800	0.00458990	0.01654403	0.00880000	0.02993393	3,291	11,862	6,310	21,463
industrial vacant land shared (IJ)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00880000	0.02993393	0	0	0	0
industrial excess land shared (IK)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00880000	0.02993393	0	0	0	0
industrial excess land (IU)	2,709,100	2.400000	0.00%	2.400000	6,501,840	0.00458990	0.01654403	0.00880000	0.02993393	12,434	44,819	23,840	81,094
large industrial excess land (LU)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00880000	0.02993393	0	0	0	0
industrial vacant land (IX)	29,573,600	2.400000	0.00%	2.400000	70,976,640	0.00458990	0.01654403	0.00880000	0.02993393	135,740	489,266	260,248	885,254
industrial small scale on farm business 2 (IO)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00880000	0.02993393	0	0	0	0
industrial farmland class 1 (I1)	0	1.000000	25.00%	0.750000	0	0.00143434	0.00517001	0.00114750	0.00775185	0	0	0	0
industrial small scale on farm (I7)	0	2.400000	0.00%	2.400000	0	0.00458990	0.01654403	0.00220000	0.02333393	0	0	0	0
shopping centre excess land (SU)	0	1.491000	0.00%	1.491000	0	0.00285147	0.01027798	0.00880000	0.02192945	0	0	0	0
Total	2,656,401,020				2,802,112,063					5,358,921	19,315,926	6,346,160	31,021,007

Schedule C

2024 Barber's Beach Street Lights Special Area Tax Rates

Description	2024 Assessment	Transition Ratio	Tax Reduction	Weighted Ratio	Weighted Assessment	Township Tax Rate	Township Levy
res/farm (RT)	19,534,000	1.000000	0.00%	1.000000	19,534,000	0.00003727	728
multi-res (MT)	0	1.900000	0.00%	1.900000	0	0.00007081	0
new multi-residential (NT)	0	1.100000	0.00%	1.100000	0	0.00004099	0
farmlands (FT)	0	0.250000	0.00%	0.250000	0	0.00000932	0
commercial (CT)	0	1.491000	0.00%	1.491000	0	0.00005557	0
industrial (IT)	0	2.400000	0.00%	2.400000	0	0.00008944	0
large industrial (LT)	0	2.400000	0.00%	2.400000	0	0.00008944	0
pipeline (PT)	0	2.250000	0.00%	2.250000	0	0.00008385	0
shopping centre (ST)	0	1.491000	0.00%	1.491000	0	0.00005557	0
managed forests (TT)	0	0.250000	0.00%	0.250000	0	0.00000932	0
res/farm farmland class I (R1)	0	1.000000	25.00%	0.750000	0	0.00002795	0
residential taxable shared (RH)	0	1.000000	0.00%	1.000000	0	0.00003727	0
commercial excess/vacant unit (CU)	0	1.491000	0.00%	1.491000	0	0.00005557	0
commercial vacant land (CX)	0	1.491000	0.00%	1.491000	0	0.00005557	0
commercial farmland class 1 (C1)	0	1.000000	25.00%	0.750000	0	0.00002795	0
commercial taxable shared (CH)	0	1.491000	0.00%	1.491000	0	0.00005557	0
commercial vacant land taxable shared (CJ)	0	1.491000	0.00%	1.491000	0	0.00005557	0
commercial small scale on farm (C7)	0	1.491000	0.00%	1.491000	0	0.00005557	0
Office Building Taxable (DT)	0	1.491000	0.00%	1.491000	0	0.00005557	0
parking lot (GT)	0	1.491000	0.00%	1.491000	0	0.00005557	0
industrial-hydro (IH)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial excess land shared (IJ)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial excess land shared (IK)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial excess/vacant unit (IU)	0	2.400000	0.00%	2.400000	0	0.00008944	0
large industrial excess land (LU)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial vacant land (IX)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial small scale on farm business 2 (IO)	0	2.400000	0.00%	2.400000	0	0.00008944	0
industrial farmland class 1 (I1)	0	1.000000	25.00%	0.750000	0	0.00002795	0
industrial small scale on farm (I7)	0	2.400000	0.00%	2.400000	0	0.00008944	0
shopping centre excess land (SU)	0	1.491000	0.00%	1.491000	0	0.00005557	0
Total	19,534,000				19,534,000		728

Schedule C

2024 Cambridge Fire Special Area Tax Rates

Description	2024 Assessment	Transition Ratio	Tax Reduction	Weighted Ratio	Weighted Assessment	Township Tax Rate	Township Levy
res/farm (RT)	222,547,200	1.000000	0.00%	1.000000	222,547,200	0.00035349	78,669
multi-res (MT)	0	1.900000	0.00%	1.900000	0	0.00067164	0
new multi-residential (NT)	0	1.100000	0.00%	1.100000	0	0.00038884	0
farmlands (FT)	4,561,800	0.250000	0.00%	0.250000	1,140,450	0.00008837	403
commercial (CT)	678,400	1.491000	0.00%	1.491000	1,011,494	0.00052706	358
industrial (IT)	0	2.400000	0.00%	2.400000	0	0.00084838	0
large industrial (LT)	0	2.400000	0.00%	2.400000	0	0.00084838	0
pipeline (PT)	0	2.250000	0.00%	2.250000	0	0.00079536	0
shopping centre (ST)	0	1.491000	0.00%	1.491000	0	0.00052706	0
managed forests (TT)	2,799,700	0.250000	0.00%	0.250000	699,925	0.00008837	247
res/farm farmland class I (R1)	0	1.000000	25.00%	0.750000	0	0.00026512	0
residential taxable shared (RH)	0	1.000000	0.00%	1.000000	0	0.00035349	0
commercial excess/vacant unit (CU)	0	1.491000	0.00%	1.491000	0	0.00052706	0
commercial vacant land (CX)	0	1.491000	0.00%	1.491000	0	0.00052706	0
commercial farmland class 1 (C1)	0	1.000000	25.00%	0.750000	0	0.00026512	0
commercial taxable shared (CH)	0	1.491000	0.00%	1.491000	0	0.00052706	0
commercial vacant land taxable shared (CJ)	0	1.491000	0.00%	1.491000	0	0.00052706	0
commercial small scale on farm (C7)	0	1.491000	0.00%	1.491000	0	0.00052706	0
Office Building Taxable (DT)	0	1.491000	0.00%	1.491000	0	0.00052706	
parking lot (GT)	0	1.491000	0.00%	1.491000	0	0.00052706	0
industrial-hydro (IH)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial excess land shared (IJ)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial excess land shared (IK)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial excess/vacant unit (IU)	0	2.400000	0.00%	2.400000	0	0.00084838	0
large industrial excess land (LU)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial vacant land (IX)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial small scale on farm business 2 (IO)	0	2.400000	0.00%	2.400000	0	0.00084838	0
industrial farmland class 1 (I1)	0	1.000000	25.00%	0.750000	0	0.00026512	0
industrial small scale on farm (I7)	0	2.400000	0.00%	2.400000	0	0.00084838	0
shopping centre excess land (SU)	0	1.491000	0.00%	1.491000	0	0.00052706	0
Total	230,587,100				225,399,069		79,677

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-006

**A BY-LAW TO AUTHORIZE A FRANCHISE AGREEMENT BETWEEN
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH AND ENBRIDGE GAS INC.**

WHEREAS the Council of the Corporation of the Township of Puslinch deems it expedient to enter into the attached franchise agreement (the "Franchise Agreement") with Enbridge Gas Inc.;

AND WHEREAS the Ontario Energy Board by its Order issued pursuant to the *Municipal Franchises Act* on the day of , 2024 has approved the terms and conditions upon which and the period for which the franchise provided in the Franchise Agreement is proposed to be granted, and has declared and directed that the assent of the municipal electors in respect of this By-Law is not necessary:

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

1. **THAT** the Franchise Agreement between the Corporation of the Township of Puslinch and Enbridge Gas Inc. attached hereto and forming part of this by-law, is hereby authorized and the franchise provided for therein is hereby granted.
2. **THAT** the Mayor and Municipal Clerk be and they are hereby authorized and instructed on behalf of the Corporation of the Township of Puslinch to enter into and execute under its corporate seal and deliver the Franchise Agreement, which is hereby incorporated into and forming part of this By-Law.
3. **THAT** the following by-law be hereby repealed:
 - By-law No. 33 / 04 for the Corporation of the Township of Puslinch, passed in Council on the 18th day of August, 2004.
4. **THAT** this by-law shall come into force and take effect as of the final passing thereof.

Read a first time this 7 day of February, 2024.

Read a second time this 7 day of February, 2024

Read a third time and finally passed this 22 day of May, 2024.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

James Seeley, Mayor

Courtenay Hoytfox, Municipal Clerk

2000 Model Franchise Agreement

THIS AGREEMENT effective this day of , 2023

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

hereinafter called the "Corporation"

- and -

ENBRIDGE GAS INC.

hereinafter called the "Gas Company"

WHEREAS the Gas Company desires to distribute, store and transmit gas in the Municipality upon the terms and conditions of this Agreement;

AND WHEREAS by by-law passed by the Council of the Corporation (the "By-law"), the duly authorized officers have been authorized and directed to execute this Agreement on behalf of the Corporation;

THEREFORE the Corporation and the Gas Company agree as follows:

Part I - Definitions

1. In this Agreement

- (a) "decommissioned" and "decommissions" when used in connection with parts of the gas system, mean any parts of the gas system taken out of active use and purged in accordance with the applicable CSA standards and in no way affects the use of the term 'abandoned' pipeline for the purposes of the *Assessment Act*;
- (b) "Engineer/Road Superintendent" means the most senior individual employed by the Corporation with responsibilities for highways within the Municipality or the person designated by such senior employee or such other person as may from time to time be designated by the Council of the Corporation;

- (c) "gas" means natural gas, manufactured gas, synthetic natural gas, liquefied petroleum gas or propane-air gas, or a mixture of any of them, but does not include a liquefied petroleum gas that is distributed by means other than a pipeline;
- (d) "gas system" means such mains, plants, pipes, conduits, services, valves, regulators, curb boxes, stations, drips or such other equipment as the Gas Company may require or deem desirable for the distribution, storage and transmission of gas in or through the Municipality;
- (e) "highway" means all common and public highways and shall include any bridge, viaduct or structure forming part of a highway, and any public square, road allowance or walkway and shall include not only the travelled portion of such highway, but also ditches, driveways, sidewalks, and sodded areas forming part of the road allowance now or at any time during the term hereof under the jurisdiction of the Corporation;
- (f) "Model Franchise Agreement" means the form of agreement which the Ontario Energy Board uses as a standard when considering applications under the *Municipal Franchises Act*. The Model Franchise Agreement may be changed from time to time by the Ontario Energy Board;
- (g) "Municipality" means the territorial limits of the Corporation on the date when this Agreement takes effect, and any territory which may thereafter be brought within the jurisdiction of the Corporation;
- (h) "Plan" means the plan described in Paragraph 5 of this Agreement required to be filed by the Gas Company with the Engineer/Road Superintendent prior to commencement of work on the gas system; and
- (i) whenever the singular, masculine or feminine is used in this Agreement, it shall be considered as if the plural, feminine or masculine has been used where the context of the Agreement so requires.

Part II - Rights Granted

2. To provide gas service

The consent of the Corporation is hereby given and granted to the Gas Company to distribute, store and transmit gas in and through the Municipality to the Corporation and to the inhabitants of the Municipality.

3. To Use Highways

Subject to the terms and conditions of this Agreement the consent of the Corporation is hereby given and granted to the Gas Company to enter upon all highways now or at any time hereafter under the jurisdiction of the Corporation and to lay, construct, maintain, replace, remove, operate and repair a gas system for the distribution, storage and transmission of gas in and through the Municipality.

4. Duration of Agreement and Renewal Procedures

(a) If the Corporation has not previously received gas distribution services, the rights hereby given and granted shall be for a term of 20 years from the date of final passing of the By-law.

or

(b) If the Corporation has previously received gas distribution services, the rights hereby given and granted shall be for a term of 20 years from the date of final passing of the By-law provided that, if during the 20 year term of this Agreement, the Model Franchise Agreement is changed, then on the 7th anniversary and on the 14th anniversary of the date of the passing of the By-law, this Agreement shall be deemed to be amended to incorporate any changes in the Model Franchise Agreement in effect on such anniversary dates. Such deemed amendments shall not apply to alter the 20 year term.

(c) At any time within two years prior to the expiration of this Agreement, either party may give notice to the other that it desires to enter into negotiations for a renewed franchise upon such terms and conditions as may be agreed upon. Until such renewal has been settled, the terms and conditions of this Agreement shall continue, notwithstanding the expiration of this Agreement. This shall not preclude either party from applying to the Ontario Energy Board for a renewal of the Agreement pursuant to section 10 of the *Municipal Franchises Act*.

Part III – Conditions

5. Approval of Construction

- (a) The Gas Company shall not undertake any excavation, opening or work which will disturb or interfere with the surface of the travelled portion of any highway unless a permit therefor has first been obtained from the Engineer/Road Superintendent and all work done by the Gas Company shall be to his satisfaction.
- (b) Prior to the commencement of work on the gas system, or any extensions or changes to it (except service laterals which do not interfere with municipal works in the highway), the Gas Company shall file with the Engineer/Road Superintendent a Plan, satisfactory to the Engineer/Road Superintendent, drawn to scale and of sufficient detail considering the complexity of the specific locations involved, showing the highways in which it proposes to lay its gas system and the particular parts thereof it proposes to occupy.
- (c) The Plan filed by the Gas Company shall include geodetic information for a particular location:
 - (i) where circumstances are complex, in order to facilitate known projects, including projects which are reasonably anticipated by the Engineer/Road Superintendent, or
 - (ii) when requested, where the Corporation has geodetic information for its own services and all others at the same location.
- (d) The Engineer/Road Superintendent may require sections of the gas system to be laid at greater depth than required by the latest CSA standard for gas pipeline systems to facilitate known projects or to correct known highway deficiencies.
- (e) Prior to the commencement of work on the gas system, the Engineer/Road Superintendent must approve the location of the work as shown on the Plan filed by the Gas Company, the timing of the work and any terms and conditions relating to the installation of the work.
- (f) In addition to the requirements of this Agreement, if the Gas Company proposes to affix any part of the gas system to a bridge, viaduct or other structure, if the Engineer/Road Superintendent approves this proposal, he may require the Gas Company to comply with special conditions or to enter into a separate agreement as a condition of the approval of this part of the construction of the gas system.

- (g) Where the gas system may affect a municipal drain, the Gas Company shall also file a copy of the Plan with the Corporation's Drainage Superintendent for purposes of the *Drainage Act*, or such other person designated by the Corporation as responsible for the drain.
- (h) The Gas Company shall not deviate from the approved location for any part of the gas system unless the prior approval of the Engineer/Road Superintendent to do so is received.
- (i) The Engineer/Road Superintendent's approval, where required throughout this Paragraph, shall not be unreasonably withheld.
- (j) The approval of the Engineer/Road Superintendent is not a representation or warranty as to the state of repair of the highway or the suitability of the highway for the gas system.

6. **As Built Drawings**

The Gas Company shall, within six months of completing the installation of any part of the gas system, provide two copies of "as built" drawings to the Engineer/Road Superintendent. These drawings must be sufficient to accurately establish the location, depth (measurement between the top of the gas system and the ground surface at the time of installation) and distance of the gas system. The "as built" drawings shall be of the same quality as the Plan and, if the approved pre-construction plan included elevations that were geodetically referenced, the "as built" drawings shall similarly include elevations that are geodetically referenced. Upon the request of the Engineer/Road Superintendent, the Gas Company shall provide one copy of the drawings in an electronic format and one copy as a hard copy drawing.

7. **Emergencies**

In the event of an emergency involving the gas system, the Gas Company shall proceed with the work required to deal with the emergency, and in any instance where prior approval of the Engineer/Road Superintendent is normally required for the work, the Gas Company shall use its best efforts to immediately notify the Engineer/Road Superintendent of the location and nature of the emergency and the work being done and, if it deems appropriate, notify the police force, fire or other emergency services having jurisdiction. The Gas Company shall provide the Engineer/Road Superintendent with at least one 24 hour emergency contact for the Gas Company and shall ensure the contacts are current.

8. **Restoration**

The Gas Company shall well and sufficiently restore, to the reasonable satisfaction of the Engineer/Road Superintendent, all highways, municipal works or improvements which it may excavate or interfere with in the course of laying, constructing, repairing or removing its gas system, and shall make good any settling or subsidence thereafter caused by such excavation or interference. If the Gas Company fails at any time to do any work required by this Paragraph within a reasonable period of time, the Corporation may do or cause such work to be done and the Gas Company shall, on demand, pay the Corporation's reasonably incurred costs, as certified by the Engineer/Road Superintendent.

9. **Indemnification**

The Gas Company shall, at all times, indemnify and save harmless the Corporation from and against all claims, including costs related thereto, for all damages or injuries including death to any person or persons and for damage to any property, arising out of the Gas Company operating, constructing, and maintaining its gas system in the Municipality, or utilizing its gas system for the carriage of gas owned by others. Provided that the Gas Company shall not be required to indemnify or save harmless the Corporation from and against claims, including costs related thereto, which it may incur by reason of damages or injuries including death to any person or persons and for damage to any property, resulting from the negligence or wrongful act of the Corporation, its servants, agents or employees.

10. **Insurance**

- (a) The Gas Company shall maintain Comprehensive General Liability Insurance in sufficient amount and description as shall protect the Gas Company and the Corporation from claims for which the Gas Company is obliged to indemnify the Corporation under Paragraph 9. The insurance policy shall identify the Corporation as an additional named insured, but only with respect to the operation of the named insured (the Gas Company). The insurance policy shall not lapse or be cancelled without sixty (60) days' prior written notice to the Corporation by the Gas Company.
- (b) The issuance of an insurance policy as provided in this Paragraph shall not be construed as relieving the Gas Company of liability not covered by such insurance or in excess of the policy limits of such insurance.
- (c) Upon request by the Corporation, the Gas Company shall confirm that premiums for such insurance have been paid and that such insurance is in full force and effect.

11. **Alternative Easement**

The Corporation agrees, in the event of the proposed sale or closing of any highway or any part of a highway where there is a gas line in existence, to give the Gas Company reasonable notice of such proposed sale or closing and, if it is feasible, to provide the Gas Company with easements over that part of the highway proposed to be sold or closed sufficient to allow the Gas Company to preserve any part of the gas system in its then existing location. In the event that such easements cannot be provided, the Corporation and the Gas Company shall share the cost of relocating or altering the gas system to facilitate continuity of gas service, as provided for in Paragraph 12 of this Agreement.

12. **Pipeline Relocation**

- (a) If in the course of constructing, reconstructing, changing, altering or improving any highway or any municipal works, the Corporation deems that it is necessary to take up, remove or change the location of any part of the gas system, the Gas Company shall, upon notice to do so, remove and/or relocate within a reasonable period of time such part of the gas system to a location approved by the Engineer/Road Superintendent.
- (b) Where any part of the gas system relocated in accordance with this Paragraph is located on a bridge, viaduct or structure, the Gas Company shall alter or relocate that part of the gas system at its sole expense.
- (c) Where any part of the gas system relocated in accordance with this Paragraph is located other than on a bridge, viaduct or structure, the costs of relocation shall be shared between the Corporation and the Gas Company on the basis of the total relocation costs, excluding the value of any upgrading of the gas system, and deducting any contribution paid to the Gas Company by others in respect to such relocation; and for these purposes, the total relocation costs shall be the aggregate of the following:
 - (i) the amount paid to Gas Company employees up to and including field supervisors for the hours worked on the project plus the current cost of fringe benefits for these employees,
 - (ii) the amount paid for rental equipment while in use on the project and an amount, charged at the unit rate, for Gas Company equipment while in use on the project,
 - (iii) the amount paid by the Gas Company to contractors for work related to the project,

- (iv) the cost to the Gas Company for materials used in connection with the project, and
 - (v) a reasonable amount for project engineering and project administrative costs which shall be 22.5% of the aggregate of the amounts determined in items (i), (ii), (iii) and (iv) above.
- (d) The total relocation costs as calculated above shall be paid 35% by the Corporation and 65% by the Gas Company, except where the part of the gas system required to be moved is located in an unassumed road or in an unopened road allowance and the Corporation has not approved its location, in which case the Gas Company shall pay 100% of the relocation costs.

Part IV - Procedural And Other Matters

13. Municipal By-laws of General Application

The Agreement is subject to the provisions of all regulating statutes and all municipal by-laws of general application, except by-laws which have the effect of amending this Agreement.

14. Giving Notice

Notices may be delivered to, sent by facsimile or mailed by prepaid registered post to the Gas Company at its head office or to the authorized officers of the Corporation at its municipal offices, as the case may be.

15. Disposition of Gas System

- (a) If the Gas Company decommissions part of its gas system affixed to a bridge, viaduct or structure, the Gas Company shall, at its sole expense, remove the part of its gas system affixed to the bridge, viaduct or structure.
- (b) If the Gas Company decommissions any other part of its gas system, it shall have the right, but is not required, to remove that part of its gas system. It may exercise its right to remove the decommissioned parts of its gas system by giving notice of its intention to do so by filing a Plan as required by Paragraph 5 of this Agreement for approval by the Engineer/Road Superintendent. If the Gas Company does not remove the part of the gas system it has decommissioned and the Corporation requires the removal of all or any part of the decommissioned gas system for the purpose of altering or improving a highway or in order to facilitate the construction of utility or other works in any highway, the Corporation may remove and dispose of so much of the decommissioned gas system as the Corporation may require for such purposes and neither party shall have recourse against the other for

any loss, cost, expense or damage occasioned thereby. If the Gas Company has not removed the part of the gas system it has decommissioned and the Corporation requires the removal of all or any part of the decommissioned gas system for the purpose of altering or improving a highway or in order to facilitate the construction of utility or other works in a highway, the Gas Company may elect to relocate the decommissioned gas system and in that event Paragraph 12 applies to the cost of relocation.

16. **Use of Decommissioned Gas System**

- (a) The Gas Company shall provide promptly to the Corporation, to the extent such information is known:
 - (i) the names and addresses of all third parties who use decommissioned parts of the gas system for purposes other than the transmission or distribution of gas; and
 - (ii) the location of all proposed and existing decommissioned parts of the gas system used for purposes other than the transmission or distribution of gas.
- (b) The Gas Company may allow a third party to use a decommissioned part of the gas system for purposes other than the transmission or distribution of gas and may charge a fee for that third party use, provided
 - (i) the third party has entered into a municipal access agreement with the Corporation; and
 - (ii) the Gas Company does not charge a fee for the third party's right of access to the highways.
- (c) Decommissioned parts of the gas system used for purposes other than the transmission or distribution of gas are not subject to the provisions of this Agreement. For decommissioned parts of the gas system used for purposes other than the transmission and distribution of gas, issues such as relocation costs will be governed by the relevant municipal access agreement.

17. **Franchise Handbook**

The Parties acknowledge that operating decisions sometimes require a greater level of detail than that which is appropriately included in this Agreement. The Parties agree to look for guidance on such matters to the Franchise Handbook prepared by the Association of Municipalities of Ontario and the gas utility companies, as may be amended from time to time.

18. Other Conditions

Notwithstanding the cost sharing arrangements described in Paragraph 12, if any part of the gas system altered or relocated in accordance with Paragraph 12 was constructed or installed prior to January 1, 1981, the Gas Company shall alter or relocate, at its sole expense, such part of the gas system at the point specified, to a location satisfactory to the Engineer/Road Superintendent.

19. Agreement Binding Parties

This Agreement shall extend to, benefit and bind the parties thereto, their successors and assigns, respectively.

IN WITNESS WHEREOF the parties have executed this Agreement effective from the date written above.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

Per: _____
James Seeley, Mayor

Per: _____
Courtenay Hoytfox, Municipal Clerk

ENBRIDGE GAS INC.

Per: _____
Mark Kitchen, Director, Regulatory Affairs

Per: _____
Murray Costello, Director, Southeast Region Operations

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 041-2024

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 22, 2024.

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 22, 2024 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 22 DAY OF MAY, 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk