



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
OCTOBER 9, 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 ADDENDUM

DATE: Wednesday October 9, 2024

REGULAR MEETING: 10:00 A.M.

CLOSED MEETING: Directly Following Section 13. Announcements

Addendum

7.1.1 10:25 A.M. Delegation by Jamie Kreutzwiser regarding 9.3.2 Report ADM-2024-047 2024 Priority Properties Intention to Designate

≠ 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**



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6. Consent Agenda ≠

Consent Agenda items are considered routine in nature and are voted on collectively. Any member of Council may request one or more items be removed from the Consent Agenda for separate action.

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

6.1.1 September 25, 2024 Council Meeting Minutes

6.1.2 September 11, 2024 Council Meeting Minutes

6.1.3 June 18, 2024 Recreation Advisory Committee Meeting Minutes

6.2 AMO Policy Update - Energy Procurements, AMO Community and Supportive Housing Event

6.3 AMO Policy Update – AMO Response to BILD Report

6.4 Crime Stoppers Guelph Wellington - Fall 2024 Newsletter

6.5 Town of Tillsonburg Council resolution regarding Cellular Coverage Concerns

6.6 City of Kitchener Council resolution regarding Renovictions and Safe and Adequate Housing

6.7 County of Wellington Joint Accessibility Advisory Committee Meeting Minute - September 5, 2024

6.8 City of Brantford Council resolution regarding the assignment of a Judge to hear the trial of Toronto Court File No. CV-18-594281-0000

6.9 September 2024 - GRCA General Meeting Summary

6.10 October 2024 County of Wellington Committee and Council Schedule

6.11 TAMPO - Fall Advocacy Campaign

6.12 Commonwell Leaf Grant – Royal City Science – Feasibility Study Phase 2

<https://thecommonwell.ca/locations/a-new-science-centre-for-southwestern-ontario-feasibility-study-phase-2/>

Recommendation:

That the Consent Agenda items listed for the October 9, 2024 Council meeting be received for information.

7. Delegations ≠

7.1 Specific Interest (Items Listed on the Meeting Agenda)

7.1.1 10:25 A.M. Delegation by Jamie Kreutzwiser regarding 9.3.2 Report ADM-2024-047 2024 Priority Properties Intention to Designate

Recommendation:

That Council receive the delegation by Jamie Kreutzwiser, regarding the Objection to Designate 4492 Watson Rd S for information.



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

- 7.2.1 10:05 A.M.** Delegation by Jean Hopkins, Manager-Wellington Guelph Drug Strategy, Guelph Community Health Centre, regarding an introduction to the Wellington Guelph Drug Strategy and updates on recent initiatives

Recommendation:

That Council receive the delegation by Jean Hopkins, Manager-Wellington Guelph Drug Strategy, Guelph Community Health Centre, regarding an introduction to the Wellington Guelph Drug Strategy and updates on recent initiatives for information.

- 7.2.2** Written Delegation by Judith Stoffman regarding the request for neighbourhood groups to use the Community Centre for meetings pertaining to safety at no cost or at a reduced rate

Recommendation:

That Council receive the delegation by Judith Stoffman regarding the request for neighbourhood groups to use the Community Centre for meetings pertaining to safety at no cost or at a reduced rate for information.

8. Public Meeting

- 8.1** October 9, 2024 at 7:00 P.M. Public Information Meeting held in-person at the Municipal Office (7404 Wellington Road 34) and by electronic participation through Zoom regarding the proposed 2025 User Fees and Charges

9. Reports ≠

9.1 Puslinch Fire and Rescue Services

- 9.1.1 None**

9.2 Finance Department

- 9.2.1 None**

9.3 Administration Department

- 9.3.1 Report ADM-2024-046 Heritage Financial Incentive Program≠**

Recommendation:

That Report ADM-2024-046 entitled Heritage Financial Incentive Program be received for information; and,

That Council direct staff to proceed with option 2 as outlined in the report; and,



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That Council direct staff to draft a Heritage Financial Incentive Program Policy for Council's consideration and approval to be included in the 2025 Corporate Work Plan.

9.3.2 Report ADM-2024-047 2024 Priority Properties Intention to Designate

Recommendation:

That Report ADM-2024-047 entitled 2024 Priority Properties Intention to Designate be received for information; and

That the Council of the Township of Puslinch state an intention to designate the following properties pursuant to Section 29 (Part IV) of the Ontario Heritage Act, 1990 (the Act):

(Municipally known as)

- 1. 4855 Pioneer Trail;*
- 2. 4856 Sideroad 10 North;*
- 3. 6981 Concession 4;*
- 4. 4556 Sideroad 20 North;*
- 5. 6714 Concession 1*
- 6. 6592 Concession 1;*
- 7. 7098 Concession 1;*
- 8. 69 Queen Street;*
- 9. 56 Queen Street;*
- 10. 6 Victoria Street;*
- 11. 4162 Highway 6;*
- 12. 7618 Leslie Road West;*
- 13. 8 Brock Road North;*
- 14. 4347 Concession 11;*
- 15. 7839 Wellington Road 34;*
- 16. 4217-4223 Watson Road South;*
- 17. 7551 Maltby Road East;*
- 18. 4677 Watson Road South;*
- 19. 4726 Watson Road South;*
- 20. 483 Arkell Road;*
- 21. 43 McClintock Drive;*
- 22. 32 Brock Road North;*
- 23. 4492 Watson Road South;*

That staff be authorized to proceed with the notice requirements as outlined in Section 29 of the Act and in accordance with the Township's Ontario Heritage Act Alternative Notice Policy; and further,



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Where no objections are received within the prescribed time period, that staff be directed to prepare and provide designation by-laws for Council's consideration and enactment.

9.3.3 Report ADM-2024-048 Seniors Advisory Committee#

Recommendation:

That Report ADM-2024-048 entitled Seniors Advisory Committee Engagement and Interest Report be received for information; and

That Council selects Option ___; and,

That Council direct staff draft a terms of reference for a Senior Advisory Committee for Council's consideration and approval as part of the 2025 Corporate Work Plan.

9.3.4 Report ADM-2024-049 Final Draft Repeal and Replace of Township Sign By-law#

Recommendation:

That Report ADM-2024-049 entitled Final Draft Repeal and Replace of Township Sign by-law be received for information; and,

That Council give three readings to By-law 2024-062 being a by-law to regulate signs within the Township of Puslinch and repeal by-laws 9/91, 49/14, 21/18 and 021-2022.

9.3.5 Report ADM-2024-050 2025 Conferences and Delegations#

Recommendation:

That Report ADM-2024-050 entitled 2025 Conferences and Delegations be received; and,

That Council direct staff to bring this report back when dates are known for delegations in order to determine delegation requests as applicable.

9.4 Planning and Building Department

9.4.1 None

9.5 Roads and Parks Department

9.5.1 Report PW-2024-005 Stop Up, Close, Declare Surplus Road Allowances – Cockburn Street and Barnside Road#



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Recommendation:

That Report PW-2024-005 entitled Proposed Permanently Stop Up, Close and Declare Surplus – Road Allowances - Part of Cockburn Street and all of Barnside Road be received; and

That Council authorize staff to proceed to permanently stop up, close and declare surplus part of the Cockburn Street and all of Barnside Road allowances; and

That Council give three readings to By-law 2024-061 being a By-law to stop up and close part of the Cockburn Street and all of the Barnside Road road allowances; and

THAT Council deem the road allowances surplus to the needs of the Township with the intention of the disposal of the road allowances.

9.5.2 10:15 A.M. Township of Puslinch Speed Limit Study≠

Recommendation:

That agenda item 9.5.2 Township of Puslinch Speed Limit Study be received for information; and,

That Council endorse the recommendations outlined in the study as follows:

- *Adopt the posted speed limits contained herein;*
- *Review the need for advisory speed limit signs on the Township road network;*
- *Adopt a speed management plan to monitor and evaluate motorist compliance, and identify focus areas for speed limit enforcement and/or further review.; and,*

That Council direct staff to report back during the 2025 budget process with a Signage Plan indicating where all posted speed limit signs are to be installed and the associated costing; and,

That Council direct staff to review the Township Road Management Plan to determine if the current plan includes an adequate process for monitoring and evaluating speed management.

9.6 Recreation Department

9.6.1 None

10. Correspondence ≠

10.1 Conservation Halton Report regarding 2025 Draft Budget Summary ≠



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Recommendation:

That correspondence item 10.1 regarding Conservation Halton Report regarding 2025 Draft Budget Summary be received for information.

10.2 County of Wellington Planning Committee Report regarding 2024 Provincial Planning ≠

Recommendation:

That correspondence item 10.2 regarding the County of Wellington Planning Committee Report regarding 2024 Provincial Planning be received for information; and,

That Council direct staff to provide the report to the Township's Planning Consultant for review and comment to be provided to Council at a future meeting.

10.3 County of Wellington Planning Committee Report regarding Official Plan Review – 2024 Rural Residential Growth Analysis≠

Recommendation:

That correspondence item 10.3 regarding the 10.3 County of Wellington Planning Committee Report regarding Official Plan Review – 2024 Rural Residential Growth Analysis be received for information; and,

That Council direct staff to provide the report to the Township's Planning Consultant for review and comment to be provided to Council at a future meeting.

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 BL2024-060 – Appointments Source Water Protection

12.1.2 BL2024-061 Stop Up and Close Road Allowances – Cockburn Street and Barnside Road

12.1.3 BL2024-062 Sign By-law

Recommendation:

That the following by-laws 2024-060 to by-law 2024-062 be taken as read three times and finally passed in open Council.



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13. Announcements

14. Closed Session – Pursuant to Section 239 Subsection (2) of the Municipal Act, 2001 for the purpose of:

14.1 Confidential report regarding a proposed or pending acquisition or disposition of land by the municipality or local board – Proposed Acquisition

14.2 Confidential verbal report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – By-law Enforcement Matter in accordance with section 3.14 of the Township’s By-law Complaint Policy

14.3 Confidential verbal report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – By-law Enforcement Matter in accordance with section 3.14 of the Township’s By-law Complaint Policy

14.4 Confidential verbal report regarding the security of the property of the municipality or local board – Municipal Administration Office

15. Business Arising from Closed Session

16. Notice of Motion

17. New Business

18. Confirmatory By-law ≠

18.1 BL2024-063 Confirm By-law – October 9, 2024

Recommendation:

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

By-law 2024-063 being a by-law to confirm the proceeding of Council for the Corporation of the Township of Puslinch at its meeting held on 9th day of October 2024

19. Adjournment ≠



MINUTES

DATE: September 25, 2024

CLOSED MEETING: Directly following Section 13

COUNCIL MEETING: 9:00 A.M.

The September 25, 2024 Council Meeting was held on the above date and called to order at 9:00 a.m. via electronic participation and in-person at 7404 Wellington Rd, 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. Courtenay Hoytfox, Interim CAO
2. Justine Brotherston, Interim Municipal Clerk
3. Sarah Huether, Interim Deputy Clerk
4. Mike Fowler, Director of Public Works, Parks and Facilities
5. Mary Hasan, Director of Finance/Treasurer
6. Glenn Schwendinger, CAO - absent

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-303:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council approves the September 25, 2024 Agenda and Addendum as circulated; and

That Council approves the additions to the agenda as follows:

Consent Item 6.1.7 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the December 21, 2022 Council agenda; and

Confidential Item 14.1 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding property assessment matter; and

That Council advance agenda item 9.3.2 Report ADM-2024-044 Shooting Range By-law First Reading to directly following delegations.

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 September 3, 2024 Special Council Meeting Minutes
 - 6.1.2 August 13, 2024 Committee of Adjustment Minutes
 - 6.1.3 June 26, 2024 Special Heritage Advisory Committee Minutes



- 6.1.4 June 3, 2024 Youth Advisory Committee Minutes
- 6.1.5 May 6, 2024 Heritage Advisory Committee Minutes
- 6.1.6 December 21, 2022 Council questions and Staff Responses

- 6.2 County of Wellington OPP - Police Services Board Report June-August 2024
- 6.3 AMO Policy Update - Energy Procurements, AMO Community and Supportive Housing Event
- 6.4 Letter from Conservation Halton Board regarding Spill Floor Hazard Policy Review and Update
- 6.5 Letter from Ministry of Natural Resources regarding Floor Hazard Identification and Mapping Program
- 6.6 Township of Springwater Council resolution regarding Growth and Economic Viability Ad Hoc Committee Resolution
- 6.7 Township of Springwater Letter to MP and MPP regarding Growth and Economic Viability Ad Hoc Committee Resolution
- 6.8 Township of Brudenell, Lyndoch and Raglan Council resolution regarding Immediate Action Needed To Support Ontario's Forest Sector
- 6.9 Township of Brudenell, Lyndoch and Raglan Council resolution regarding Sustainable Funding for OPP Small Rural Municipalities
- 6.10 Mill Creek Pit #5738- Monthly Monitoring Report - August 2024
- 6.11 Province Renames Ontario Medal for Good Citizenship

Resolution No. 2024-304: Moved by Councillor Hurst and
Seconded by Councillor Bailey

That the Consent Agenda items with the exceptions of items 6.2, 6.5, 6.10, and 6.11 listed for SEPTEMBER 25, 2024 Council meeting be received for information.

CARRIED

Resolution No. 2024-305: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That the Consent Agenda items 6.2 listed for SEPTEMBER 25, 2024 Council meeting be received for information; and

That Council direct staff to inquire with the Chair of the Roads Committee as to the status of the speed cameras and any timelines that can be shared.

CARRIED

Resolution No. 2024-306: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That the Consent Agenda items 6.5 listed for SEPTEMBER 25, 2024 Council meeting be received for information; and

That Council direct staff to bring information back to Council regarding the grant opportunity.

CARRIED

Resolution No. 2024-307: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That the Consent Agenda items 6.10 listed for SEPTEMBER 25, 2024 Council meeting be received for information.

CARRIED

Resolution No. 2024-308: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That the Consent Agenda items 6.11 listed for SEPTEMBER 25, 2024 Council meeting be received for information; and



That Council direct staff to post this information on the Township website to create public awareness.

CARRIED

7. DELEGATIONS:

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

- 7.1.1 **9:05 A.M.** Delegation by Matt Moser and Dale Harrison regarding introduction of the Sportsmens Club Galt
- 7.1.2 **9:15 A.M.** Delegation by Philip O'Dell and Pamela O'Dell regarding the Galt Sportsmens Club
- 7.1.3 **9:25 A.M.** Delegation by Olinda Dasilva regarding Proposed Shooting Range By-law First Reading
- 7.1.4 **9:35 A.M.** Delegation by Peter VanDelden regarding Report ADM-2024-044 First Draft Shooting Range By-law

Resolution No. 2024-309: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council receives the Delegation by Matt Moser and Dale Harrison regarding introduction of the Sportsmens Club Galt for information.

CARRIED

Resolution No. 2024-310: Moved by Councillor Goyda and
Seconded by Councillor Bailey

That Council receives the Delegation by Philip O'Dell and Pamela O'Dell regarding the Galt Sportsmens Club for information.

CARRIED

Resolution No. 2024-311: Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Council receives the Delegation by Olinda Dasilva regarding the proposed Shooting Range By-law First Reading for information.

CARRIED

Resolution No. 2024-312: Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Council receives the Delegation by Peter VanDelden regarding the proposed Shooting Range By-law First Reading for information.

CARRIED

- 1.1 General Interest (Items Not Previously Listed on the Meeting Agenda)
 - 1.1.1 None

Council recessed from 11:25 am to 12:32pm

Roll Call

**Councillor Goyda
Councillor Sepulis
Councillor Bailey
Councillor Hurst**



Mayor Seeley

8. PUBLIC MEETINGS:

8.1 September 25, 2024 at 7:00 P.M. Public Open House Meeting held in-person in the Puslinch Optimist Recreation Centre Gymnasium (23 Brock Rd S.) regarding the Puslinch By Design Background Studies

8.2 October 9, 2024 at 7:00 P.M. Public Information Meeting held in-person at the Municipal Office (7404 Wellington Road 34) and by electronic participation through Zooming regarding the proposed 2025 User Fees and Charges

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department

9.2.1 Report FIN-2024-021 2023 Commodity Price Hedging Agreements

Resolution No. 2024-313:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report FIN-2024-021 entitled 2023 Commodity Price Hedging Agreements be received; and

That Council accepts the Treasurer's statement that based on the information supplied by Local Authority Services (LAS), all commodity price hedging agreements are consistent with the Township's statement of policies and goals related to the use of financial agreements to address commodity pricing and costs as outlined in Schedule A to Report FIN-2024-021.

CARRIED

9.2.2 Report FIN-2024-024 2025 Proposed User Fees and Charges

Resolution No. 2024-314:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

THAT Report FIN-2024-024 entitled 2025 Proposed User Fees and Charges be received; and

That Council directs staff to proceed with holding a Public Meeting on October 9, 2024 at 7:00pm. to obtain public input on the proposed User Fees and Charges By-law as outlined in Schedule A to Report FIN-2024-024; and

That staff report back to Council with the results of the Public Meeting; and

That the Haul Route Permit Security Deposit be added to the schedule prior to the public meeting; and

That Council direct staff to report back on the use of the tennis courts to determine if there is a need for dividing netting to separate the courts; and

That Council direct staff to require user groups or persons that are eligible to receive the reduced rates to provide annual reports on memberships (residents versus non-residents), costs charged to members, etc.; and

That Council direct staff to include a reporting obligation into the eligibility criteria for the eligible user groups or persons in order to qualify for the reduced rate for the 2025 User Fees and Charges By-law; and

That eligible user groups or persons be required to provide the required reporting during the 2025 year in order for the Recreation Committee to review and make a recommendation to Council regarding the reduced rates for the 2026 User Fees and Charges By-law.

CARRIED

Resolution No. 2024-315:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council direct staff to reduce the hourly rate for the gymnasium to \$42 per hour prior to the public meeting.

CARRIED

9.2.3 Report FIN-2024-025 Second Quarter Financial report – 2024

Resolution No. 2024-316:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

THAT Report FIN-2024-025 entitled Second Quarter Financial Report – 2024 be received for information.

CARRIED

9.3 Administration Department

9.3.1 Report ADM-2024-043 Reporting Out Update

Resolution No. 2024-317:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Report ADM-2024-043 entitled Reporting Out from Council Direction Update be received for information; and,

That Council direct staff to provide the peer reviews of the 2022 and 2023 Lafarge McMillan East Annual Monitoring Reports to the Pit Operator and MNR; and,

That Council request again that Lafarge provide copies of all future McMillan East Annual Monitoring Reports to the Township in lieu of the Township continuing to obtain the reports via Freedom of Information Requests to the MRN; and,

That Council direct staff to provide the peer review of the 2023 Mill Creek Aggregates Annual Monitoring to the Pit Operator and MNR; and

That Council direct staff to request Mini Lakes to provide a capital project update specifically regarding the water and wastewater system upgrades; and

That the Mill Creek Aggregate Annual Monitoring Report and Peer Review be provided to the pit operator, Friends of Mill Creek, and the GRCA for comment regarding the recommendation in the technical appendix regarding low red fisheries counts.



CARRIED

9.3.2 Report ADM-2024-044 Shooting Range By-law First Reading

Resolution No. 2024-318:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Report ADM-2024-044 entitled Proposed Shooting Range By-law First Reading be received; and

That Council provide feedback to be incorporated into the next draft at a future meeting.

CARRIED

9.3.3 Report ADM-2024-045 Boreham Park Safety Study Quote

Resolution No. 2024-319:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report ADM-2024-045 entitled Boreham Park Safety Study Quote be received; and

That Council direct staff to proceed with the scope of work outlined in the quote attached to this report as Schedule "A".

CARRIED

9.4 Planning and Building Department

9.4.1 PD-2024-006 Zoning By-law Amendment Deem Application Complete-Incomplete - D14-QUI (1873 Townline Road)

Resolution No. 2024-320:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Report PD-2024-006 entitled Zoning By-law Amendment Application D14/QUI Request for Council to deem the application complete be received; and

That Council deem the application to be complete; 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, as amended.

CARRIED

9.5 Emergency Management

9.5.1 None

9.6 Roads and Parks Department

9.6.1 None

9.7 Recreation Department

9.7.1 None

10. **CORRESPONDENCE:**

10.1 ERO 019-0240 - Lafarge Canada Inc. - Permit to Take Water - Status Update

Resolution No. 2024-321:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Correspondence item 10.1 ERO 019-0240 - Lafarge Canada Inc. - Permit to Take Water - Status Update be received for information.

CARRIED

11. **COUNCIL REPORTS:**

11.1 Mayor' Updates

11.1.1 Mayor Seeley gave an update on an upcoming meeting with the new CEO of Halton Conservation.

11.2 Council Member Reports

11.2.1 None

Resolution No. 2024-322:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council receive the Mayors updates for information.

CARRIED

12. **BY-LAWS:**

12.1.1 BL2024-058- Shooting Range By-law First Reading

Resolution No. 2024-323:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That the following By-laws be taken as read for a first time in open Council:

12.1.1 BL2024-058 – Being a By-law to regulate, prohibit, and otherwise control noise from shooting ranges in the Township of Puslinch.

CARRIED

13. **ANNOUNCEMENTS:**

13.1 Councillor Bailey mentioned the upcoming Puslinch Community Showcase taking place on Saturday October 5 from 10am-2pm at the Puslinch Community Centre.

13.2 BR&E Business Interviews are being conducted in the next few weeks.

14. **CLOSED SESSION:**

Council was in closed session from 1:53 p.m. to 2:12 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. 2024-324:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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

Confidential Item 14.1 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding property assessment matter.

CARRIED

Resolution No. 2024-325:

Moved by Councillor Hurst and



Seconded by Councillor Sepulis

THAT Council moves into open session at 2:12 pm

CARRIED

Council resumed into open session at 2:12 p.m.

Resolution No. 2024-326:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Council receives the:

Confidential Item 14.1 litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding property assessment matter; and

That staff proceed as directed.

CARRIED

15. BUSINESS ARISING FROM CLOSED SESSION:

None

16. NOTICE OF MOTION:

None

17. NEW BUSINESS:

None

18. CONFIRMATORY BY-LAW:

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

Resolution No. 2024-327:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

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

By-Law 2024-059 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 25 day of September 2024.

CARRIED

19. ADJOURNMENT:

Resolution No. 2024-328:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council hereby adjourns at 2:13 p.m.

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk



MINUTES

DATE: September 11, 2024

CLOSED MEETING: Directly following Section 13
Announcements

COUNCIL MEETING: 10:00 A.M.

The September 11, 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, 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. Courtenay Hoytfox, Interim CAO
2. Justine Brotherston, Interim Municipal Clerk
3. Sarah Huether, Interim Deputy Clerk
4. Mike Fowler, Director of Public Works, Parks and Facilities
5. Mary Hasan, Director of Finance/Treasurer
6. Glenn Schwendinger, CAO - absent

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-286:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council approves the September 11, 2024 Agenda and Addendum as circulated; and

That Council approves the additions to the agenda as follows:

Consent Item 6.1.3 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the September 11, 2024 Council agenda.

CARRIED

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

Mayor Seeley declared a potential pecuniary interest related to confidential item 14.1 as I am a former employee for the Township of Puslinch.

6. CONSENT AGENDA

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

6.1.1 July 10, 2024 Council Meeting Minutes

6.1.2 July 18, 2024 Special Council Meeting Minutes

6.1.3 September 11, 2024 Council questions and Staff Responses

6.2 Grand River Conservation Authority - Summary of General Membership Meeting - August 23, 2024

6.3 Grand River Conservation Authority's Conservation Areas Strategy - Consultation Period

6.4 AMO Policy Update – Record-Setting AMO 2024 Conference Focuses on Core Municipal Priorities



- 6.5 Revised AMO Policy Update – Record-Setting AMO 2024 Conference Focuses on Core Municipal Priorities
- 6.6 Letter from City of Cambridge Mayor Jan Liggett regarding Mental Health and Addictions Crisis
- 6.7 Public Opinion Research - City of Cambridge - Mental Health and Addictions
- 6.8 Township of Whitewater Council Resolution regarding Mental Health Addictions
- 6.9 Western Ontario Wardens Caucus - Eastern Ontario Wardens Caucus - News Release - 'Solve The Crisis' Campaign to Address Homelessness and Mental Health
- 6.10 Town of Stirling-Rawdon Council Resolution regarding Public Sector Salary Disclosure
- 6.11 Township of Russell Council Resolution to Support AMCTO Provincial Updates to the Municipal Elections Act
- 6.12 Township of Nairn and Hyman letter to Premier Doug Ford regarding Transport and Deposition of Naturally Occurring Radioactive Material

Resolution No. 2024-287: Moved by Councillor Hurst and
Seconded by Councillor Goyda

That the Consent Agenda items listed with the exception of items 6.3 and 6.1.1, for SEPTEMBER 11, 2024 Council meeting be received for information.

CARRIED

Resolution No. 2024-288: Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That the Consent Agenda items 6.3 listed for THE SEPTEMBER 11, 2024 Council meeting be received for information; and

That Council direct staff to invite the GRCA and the HCA to attend a future Puslinch Council meeting to discuss the Conservation Authority Area Strategies.

CARRIED

Resolution No. 2024-289: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda items 6.1.1 listed for THE SEPTEMBER 11, 2024 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 **10:05 AM** Delegation by Robert Stark, regarding Sunday Gun Hunting

Resolution No. 2024-290: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council receives the Delegation by Robert Stark, regarding Sunday Gun Hunting for information; and

That Council direct staff to report back on the following to consider permitting Sunday Gun Hunting in the Township of Puslinch prior to the next MNR amendment deadline of April 1, 2025:

- the by-law development process;
- the results of a public consultation;
- the approximate number of Sundays where hunting could occur in any given year subject to the hunting seasons; and
- determine the public lands, conservation lands, County lands etc. where hunting is currently permitted.



CARRIED

Council recessed from 11:00 AM-11:05 AM

Roll Call

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

8. PUBLIC MEETINGS:

September 25, 2024 at 7:00 P.M. Public Open House Meeting held in-person in the Puslinch Optimist Recreation Centre Gymnasium (23 Brock Rd S.) regarding the Puslinch By Design Background Studies.

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department

9.2.1 Report FIN-2024-018 - 2023 Annual Building Permit Report

Resolution No. 2024-291:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

THAT Report FIN-2024-018 entitled 2023 Annual Building Permit Report be received for information.

CARRIED

9.2.2 Report FIN-2024-020 - 2023 Township General Surplus

Resolution No. 2024-292:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

THAT Report FIN-2024-020 entitled 2023 Township General Surplus be received; and

THAT the 2023 General Surplus amount of \$28,203 be allocated to the Asset Management Discretionary Reserve in accordance with Council Resolution No. 2019-347.

CARRIED

9.3 Administration Department

9.3.1 None

9.4 Planning and Building Department

9.4.1 Report PD-2024-004-Zoning By-law Amendment Deem Application Complete-Incomplete - D14-JEF (86 Farnham Rd)

Resolution No. 2024-293:

Moved by Councillor Hurst and
Seconded by Councillor Goyda



That Report PD-2024-004 entitled Zoning By-law Amendment Application D14/JEF Request for Council to deem the application complete/incomplete be received; and

That Council deem the application to be complete based on the recommendations outlined in the staff report; 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, R.S.O. 1990, as amended

CARRIED

9.4.2 Report PD-2023-005 - Zoning By-law Amendment Deem Application Complete-Incomplete - D14-SCR (4438 Watson Rd S)

Resolution No. 2024-294: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Report PD-2024-005 entitled Zoning By-law Amendment Application D14/SCR Request for Council to deem the application complete/incomplete be received; and

That Council deem the application to be complete based on the recommendations outlined in the staff report; 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, as amended.

CARRIED

9.4.3 Report BLD-2024-003 - Quarterly Report 2024 Q2

Resolution No. 2024-295: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report BLD-2024-003 entitled Building Department Second Quarter Update – April to June 2024 be received for information; and

That Council direct staff to explore the effluent flow thresholds in the Building Code Act that require septic design specifications to determine if the current thresholds are appropriate.

CARRIED

9.5 Emergency Management

9.5.1 None

9.6 Roads and Parks Department

9.6.1 None

9.7 Recreation Department

9.7.1 None

10. CORRESPONDENCE:

10.1 None

11. COUNCIL REPORTS:

11.1 Mayor' Updates

11.1.1 Mayor Seeley provided an update of recent correspondence to the MRN and the MECP regarding compliance issues in the Township.

11.1.2 Mayor Seeley remarked on the success of the Fall Fair last weekend and thanked all involved for contributing to the success.

11.2 Council Member Reports

11.2.1 Councillor Hurst remarked on the last Heritage Committee meeting and the large number of heritage designations that continue to progress and other positive initiatives that were discussed at the meeting. Additionally, it was mentioned that there is an upcoming walking tour to help promote local heritage.

11.2.2 Councillor Bailey mentioned that the Youth Committee held their previous meeting on location at the Boreham Park and thanked committee staff for making those arrangements.

Resolution No. 2024-296:

Moved by Councillor Hurst and
Seconded by Councillor Seeley

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

That Council direct staff to obtain a listing of Fall Fair sponsors and that staff prepare thank you letters to be signed by Mayor Seeley.

CARRIED

12. BY-LAWS:

12.1.1 None

13. ANNOUNCEMENTS:

13.1 None

14. CLOSED SESSION:

Council was in closed session from 11:38 am to 12:25 pm

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.

Mayor Seeley declared a potential pecuniary interest related to confidential item 14.1 as I am a former employee for the Township of Puslinch and left the Council Chambers when the item was discussed.

Resolution No. 2024-297:

Moved by Councillor Bailey 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 regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Human resource matter

14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – King Charles III Coronation Medal

14.3 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Committee of Adjustment/Planning and Development Advisory Committee Appointment



14.4 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Youth Advisory Committee Appointment

CARRIED

Resolution No. 2024-298: Moved by Councillor Goyda and
Seconded by Councillor Bailey

THAT Council moves into open session at 12:25 pm

CARRIED

Council resumed into open session at 12:25 pm

Mayor Seeley declared a potential pecuniary interest related to confidential item 14.1 as I am a former employee for the Township of Puslinch and left the Council Chambers when the item was discussed.

Resolution No. 2024-299: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receives the:

14.1 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Human resource matter

CARRIED

Resolution No. 2024-300: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receives the:

14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – King Charles III Coronation Medal

14.3 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Committee of Adjustment/Planning and Development Advisory Committee Appointment

14.4 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Youth Advisory Committee Appointment; and

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

BL2024-056 – Being a by-law to appoint Kaiden Wineberg to the Youth Advisory Committee for the remainder of the 2022-2026 term

BL2024-057 – Being a by-law to appoint Kim McCarthy to the Committee of Adjustment/Planning and Development Advisory Committee for the remainder of the 2022-2026 term; and

That staff proceed as directed.

CARRIED

15. BUSINESS ARISING FROM CLOSED SESSION:

None

16. NOTICE OF MOTION:



None

17. **NEW BUSINESS:**

None

18. **CONFIRMATORY BY-LAW:**

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

Resolution No. 2024-301:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

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

By-Law 2024-055 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 11 day of September 2024.

CARRIED

19. **ADJOURNMENT:**

Resolution No. 2024-302:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council hereby adjourns at 12:28 p.m.

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 18, 2024 RECREATION ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

MINUTES

DATE: June 18, 2024

MEETING: 7:00 P.M.

The June 18, 2024 Recreation Advisory Committee was held on the above date and called to order at 7:05 p.m. via in person participation at the Municipal Office at 7404 Wellington Road 34, and via electronic participation.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Councillor Jessica Goyda

Joanna Jefferson

Stephanie McCrone

Mary Christidis

Staff in Attendance:

Laura Emery, Communications and Committee Coordinator

Sarah Huether, Interim Deputy Clerk

Absent:

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-008:

Moved by Joanna Jefferson and
Seconded by Stephanie McCrone

That the Recreation Advisory Committee approves the June 18, 2024 Agenda as circulated.

CARRIED.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 18, 2024 RECREATION ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

5. DISCLOSURE OF CONFLICT OF INTEREST

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 April 16, 2024 Recreation Advisory Committee Minutes

7.2 Facility Revenues and previous year comparators for February 1, 2024 to April 30, 2024

Resolution No. 2024-009:

Moved by Mary Christidis and
Seconded by Stephanie McCrone

That Consent Agenda items for the June 18, 2024 Recreation Advisory Committee meeting be received for information.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Report – REC-2024-003 – 2022-2026 Goals and Objectives

Resolution No. 2024-010:

Moved by Joanna Jefferson and
Seconded by Stephanie McCrone

That report REC-2024-003 entitled 2022-2026 Recreation Advisory Committee Goals and Objectives Update be received for information; and,

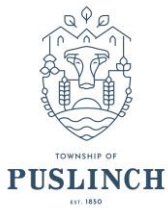
That the Engagement Sub-committee analyze the Community Engagement Survey results in order for the Recreation Facility Promotion Sub-committee and Community Liaison Sub-committee to set up sub-committee meetings to review the survey results, any ensure any 2025 budget requests are submitted to the Committee Secretary prior to the September 17, 2024 Recreation Advisory Committee Meeting.

CARRIED

8.2 Report – REC-2024-004 – Boreham Park Green Legacy Tree Planting Update

Resolution No. 2024-011:

Moved by Mary Christidis and
Seconded by Joanna Jefferson



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 18, 2024 RECREATION ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

That report REC-2024-004 regarding the Boreham Park Green Legacy Tree Planting Update be received for information; and,

That the following comments be received by the Committee regarding the Boreham Park site plan:

- Staff consider any sight line issues where trees are planted, that may block parents and guardians watching kids in the park area or on the playground;
- Staff discuss the Wellington County Green Legacy Programme staff to ensure trees are planted at the most ideal time of year;
- Staff engage with the Township Parks Department and with Wellington County Green Legacy Programme to discuss the maintenance required to plant and maintain the trees; and,

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

CARRIED

8.3 Report – REC-2024-005 – Proposed 2025 Recreation Advisory Committee Meeting Schedule

Resolution No. 2024-012:

Moved by Joanna Jefferson and
Seconded by Stephanie McCrone

That report REC-2024-005 regarding the proposed 2025 Recreation Advisory Committee Budget be received for information;

That the Recreation Advisory Committee schedule be approved as presented.

8.4 Verbal Update – Recreation Master Plan

Resolution No. 2024-013:

Moved by Joanna Jefferson and
Seconded by Mary Christidis

That the verbal update from Mike Fowler, Director of Public Works, Parks and Facilities be deferred to a future Recreation Advisory Committee Meeting.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 18, 2024 RECREATION ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

9. CORRESPONDENCE

None

10. ANNOUNCEMENTS

None

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None

13. ADJOURNMENT

Resolution No. 2024-014:

Moved by Joanna Jefferson and
Seconded by Stephanie McCrone

That the Recreation Advisory Committee hereby adjourns at 8:05 p.m.

CARRIED

From: AMO Policy <policy@amo.on.ca>
Sent: Friday, September 06, 2024 11:13 AM
To: Justine Brotherston
Subject: AMO Policy Update - Energy Procurements, AMO Community and Supportive Housing Event



AMO Policy Update – Energy Procurements, AMO Community and Supportive Housing Event

Ontario Launches Next Round of Energy Procurements

On August 28, 2024, the province announced the next round of long-term energy procurements (called “LT2”) under which Ontario will see 5,000 megawatts of additional energy added to the electrical grid – crucial to power houses and businesses as our province grows. AMO President Robin Jones attended [the announcement](#), thanking the province for investing in clean, reliable, and affordable energy.

The ministry [has asked](#) the Independent Electricity System Operator (IESO) to report back on the design of the LT2 procurement by September 20, 2024, and to include the following considerations:

- Only moving forward with projects where municipalities have indicated they are willing hosts through a municipal support resolution
- Adopting a technology-agnostic approach that includes all types of generation and storage, including natural gas
- Incentivizing projects in Northern Ontario and those that avoid prime agricultural lands
- Creating a plan to “unlock Crown lands” for renewable energy
- Finalizing the completion of LT2 procurements by February 28, 2026

This approach [responds](#) to AMO [advocacy](#) regarding the need to protect agricultural lands by: 1) banning ground-mounted solar projects in specialty crop areas and 2) requiring companies proposing projects on prime farmland

to prepare and secure municipal approval on an agricultural impact assessment (AIA).

AMO has been working with municipalities, IESO and the province to ensure that the lessons learned from previous long-term energy procurements are incorporated into LT2 and future procurement processes. AMO is working with IESO and the Ministry of Energy to put new supports in place for municipal governments to help them make informed energy decisions that benefit their communities. AMO is urging the IESO and the Ministry to put new supports are in place by winter 2025 to maximize their usefulness to municipalities.

As energy partners pursue new projects, clear provincial guidelines and municipal-specific resources are essential to enable municipalities to play their leadership role in shaping the future of energy in Ontario.

AMO Knowledge Exchange on Community and Supportive Housing – Program Now Available

October 1-2, 2024

AMO is excited to convene elected officials, municipal staff, federal and provincial representatives, academics, Indigenous partners, and other sector partners for networking, knowledge sharing, and collaboration on how we can collectively advance community and supportive housing solutions in communities across Ontario. The event will showcase what municipalities are and could be doing to find solutions to the housing and homelessness challenges in our communities, including innovative financing solutions, how to engage with community members to overcome NIMBYism, and other tangible take-aways.

Register today and look forward to discussions on the following topics and others:

- How municipal governments are using solutions across the housing spectrum to address homelessness
- Innovative approaches to funding and financing community and social housing outside the traditional government grant and loan programs
- How to leverage municipal tools to encourage and enable affordable housing development in your community
- Overcoming barriers, including NIMBYism, to expand supportive housing

Please see the AMO [website](#) for the full program, location information, and to register.

*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

From: [AMO Policy](#)
To: [Admin](#)
Subject: AMO Policy Update – AMO Response to BILD Report
Date: Wednesday, September 25, 2024 5:41:42 PM



AMO Policy Update – AMO Response to BILD Report

A recent [report](#) released by Building Industry and Land Development Association (BILD) cited municipal approval timelines and development charges as key issues in explaining declining housing starts.

AMO Executive Director Brian Rosborough responded with the following

statement:

- Ontario's housing market is complex and under pressure from unanticipated population growth, interest rates, labour shortages and inflation that has outstripped wages.
- Legislative changes in 2022, introduced at the request of lobbyists for the development industry, reduced development charges which cover costs for infrastructure for new houses, destabilized the system and brought development to a standstill in many communities.
- To its credit, the province recognized the mistake and Minister Calandra has worked with municipalities and the industry to reverse the worst elements of the 2022 legislation and restore stability and predictability to the system.
- The province has made substantial investments in infrastructure to support additional housing starts. AMO and the Ministry have also been working together to help the Government of Canada to avoid similar, disastrous mistakes and to better understand the realities of Ontario's complex housing market.
- The solution to the housing affordability crisis will be found through collaboration between the province, municipalities and the development industry, and through industry innovation.
- Ontario has an extraordinarily capable and prosperous development industry. Pointing fingers at municipalities and lobbying the province for taxpayer subsidies is not the solution to the headwinds it is facing today.

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FALL 2024

CSGW NEWS



CRIME STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)
www.csgw.tips

CSGW AWARD WINNER

CSGW has been recognized at the provincial level for achievements in 2023 with 5 awards. For 100,001-299,999 population category:

1. Best Radio
2. Best Print
3. Best Video
4. Best Digital
5. Marla Moon Memorial Award of Excellence—**astounding 9 years in a row!!**



MOUNT FOREST SHREDDING — PAST EVENT



A gorgeous day on Sept 14th to hold our 6th annual community shredding event at the WN Fire Station in Mount Forest. Thank you to everyone who came out to support our cause. We raised \$3,250.00 including extra \$ received in donations. Thank you to Wasteco for their secure shredding services and to our sponsors

Deryck West Desjardins Insurance and Robert J. Cottell & Associates co-operators, who's support makes this possible.

If you missed Mount Forest, we are holding our second annual event on September 28th in Guelph.

CRIME STOPPERS
GUELPH WELLINGTON
1-800-222-TIPS (8477)
www.csgw.tips

SHREDDING EVENT

SATURDAY SEPTEMBER 28
9am - 12noon
(or until truck capacity is reached)

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GUELPH

\$10/box

(banker size)

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ALL PROCEEDS GO TO CSGW

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[Click here to see what CAN and CANNOT be shredded](#)

Program STATS

Since inception from 1988 through August 2024

Tips	24,217
Arrests	1,616
Charges Laid	4,623
Property Recovered	\$10,646,426
Narcotics Seized	\$29,088,824
Authorized Rewards	\$189,040

WELLINGTON NORTH VOLUNTEER APPRECIATION — PAST EVENT

CSGW participated in this annual event held on September 12th at the Mount Forest Sportsplex. Pictured below from left are CSGW Chair, Dave Elloway and CSGW Past Chair, Deryck West who represented the CSGW program.



CSGW ROAD SIGN CAMPAIGN

Thank you to our sponsors for supporting this campaign and your community.



If you would like more details on how you can get involved, contact us at info@csgw.tips

Current open locations are as follows:

A) Township of Erin : Two locations available.

1. County Road 125 & County Road 26 near Ospringe.
2. County Road 24 near Balinafad.

B) Town of Minto : One location available.

1. County Road 9 in Clifford.

C) Twp of Mapleton : Two locations available.

1. Wellington Road 7 in Alma.
2. County Road 8 in Drayton.

D) Twp of Centre Wellington : Two locations available.

1. County Road 18, Elora.
2. County Road 18, Fergus.

UPCOMING EVENTS

CSGW has recently added a calendar of events to our web page www.csgw.tips

This includes fundraisers as well as awareness events and presentations open to the public. This will be updated on an ongoing basis as new events are added.

Check it out—so you don't miss out!

September 17, 2024

Hon. Francois-Phillip Champagne, Minister of Innovation, Science and Industry of
Canada, Government of Canada
Hon. Mary Ng, Minister of Export Promotion, International Trade and Economic
Development, Government of Canada
Arpan Khanna, MP
Ernie Hardeman, MPP

To Whom It May Concern:

Please be advised that the Council of the Town of Tillsonburg, at its meeting on
September 9th, 2024 passed the following resolution:

- A. THAT report EDM 24-029 titled “Cellular Coverage Concerns” be received;
- B. THAT Council of the Town of Tillsonburg endorses the following:
 - a. Whereas the residents of our community are not able to have reliability and confidence in our telecommunications infrastructure for our commercial establishments and economic growth, employment, school, virtual medical appointments, mental health, welfare and emergency services;
 - b. Whereas many areas in and around the Town of Tillsonburg are considered “Dead Zones” causing rural and urban communities to incur prohibitive costs which include roaming and overage fees and/or alternative resources in order to gain basic and limited communication functionality;
 - c. Whereas the Innovation, Science and Economic Development Canada (ISED) has committed to have a reliable Network and states that, “*Reliable telecommunications networks have never been more*



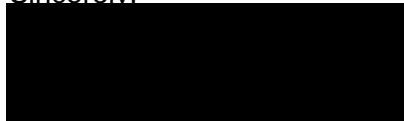
crucial. They support not only a wide range of economic and social activities but also other critical infrastructure sectors and government services, and they are crucial for emergency services and public safety. They are fundamental to the safety, prosperity and well-being of Canadians.”

d. THAT the top priority of the ISED as stated in the Telecommunications Reliability Agenda is, *“Robust Networks and Systems – This means there is robust architecture for telecommunications networks with appropriate redundancy, diversity, and hardening against hazards, with particular care for emergency services. There are systems with controls and monitoring and the telecommunications supply chain including supplier equipment is trusted and secure. Investments are made to support these activities including in rural and remote areas or to address coverage gaps.”*

C. THAT the Council of the Town of Tillsonburg requests that the Federal Government and ISED make it their priority to push forward with their commitment to provide this crucial infrastructure in a meaningful and time manner and provide action and enforcement on the regulations that mandate timely installation of approved cell tower installations; and

D. THAT a copy of this resolution be also sent to all Ontario municipalities, SWIFT, local telecommunications providers, the local MP and MPP.

Sincerely,



Laura Pickersgill
Executive Assistant
Town of Tillsonburg

Cc: All Ontario Municipalities, SWIFT, Bell Canada



AMANDA FUSCO
Director of Legislated Services & City Clerk
Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7809 Fax: 519.741.2705
amanda.fusco@kitchener.ca
TTY: 519-741-2385

September 19, 2024

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

Dear Premier Ford:

This is to advise that City Council, at a meeting held on August 26, 2024, passed the following resolution regarding Renovictions and Safe and Adequate Housing:

"WHEREAS the City of Kitchener adopted the resolution, "Renovictions' - Safe and Adequate Housing" on October 18, 2021, advocating to the Province of Ontario to take additional and meaningful steps to address the ever-increasing problem of Renovictions;

WHEREAS the City of Kitchener is taking meaningful steps to help address the issue with the legislated tools available to municipalities including adopting Inclusionary Zoning By-law and a Rental Replacement By-law;

THEREFORE IT BE RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to urge the Province of Ontario to proclaim and bring into force all regulations pertaining to Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023,

THEREFORE IT FURTHER BE RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to request to the Province of Ontario to amend the Residential Tenancies Act, 2006, and/or related regulations to:

- a. reintroduce vacancy control legislation which ties rents to residential units rather than tenancies;
- b. introduce rent control to cover units first occupied after November 15, 2018;
- c. require landlords of residential units to be responsible for finding temporary accommodation or provide sufficient relocation assistance for their tenants for the duration of the renovations if tenants intend to return post - repair/renovation;

- d. require landlords to obtain a building permit before issuing an N13 notice of termination, provide a copy of the applicable permit to tenants together with any N13 notice of termination, require evidence that the permit was delivered with the N13 notice of termination as part of any L2 application to end a tenancy filed on that basis, and require the approved permit be provided to the LTB as part of any L2 application to end a tenancy filed on the basis of an N13 notice of termination;
- e. provide the same rights and compensation afforded to tenants in buildings with five (5) or more units to those in buildings with less than five (5) units;
- f. increase the required compensation for tenants in no-fault evictions;
- g. remove ex parte eviction orders for breached repayment agreements;
- h. require landlords to attach a plain-language tenants' rights information package to N13 eviction notices;
- i. regulate N11s and buy-out agreements; and
- j. amend Above Guideline Increase (AGI) rules to eliminate the eligibility of capital expenditures that constitute general repair and maintenance of the property; add a new subsection requiring landlords to save 10 percent of rental income to be accessed for capital expenditures; and require landlords to notify tenants of the decrease in advance of the date when rent is required to be reduced as specified in an order permitting an AGI related to eligible capital expenses;

THEREFORE BE IT FURTHER RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to urge to the province of Ontario to make the following operational changes to the Landlord Tenant Tribunal (LTB):

- a. allow tenants the right to in-person LTB hearings to eliminate technological barriers for individuals who do not have access to digital devices or reliable internet connection;
- b. simplify LTB notices with plain language so they are easily understood and ensure all forms include a tracking number that is linked to a public registry; and
- c. establish a provincial rental registry that tracks building ownership, rental rates, AGIs and their expiry dates, and LTB eviction filings and their outcomes; and monitor data on N12 and N13 evictions.

THEREFORE BE IT FINALLY RESOLVED that a copy of this motion be sent to the Association of Municipalities of Ontario, the Premier of Ontario, the Ministry of Municipal Affairs and housing, all other municipalities within Ontario, the Region of Waterloo and other Municipalities for their consideration and possible endorsement.”

Yours truly,

A solid black rectangular box redacting the signature of the sender.

A. Fusco
Director of Legislated Services & City Clerk

Cc: Honourable Paul Calandra, Minister of Municipal Affairs and
Housing
Colin Best, President, Association of Municipalities Ontario
Will Short, Clerk, Region of Waterloo
Ontario Municipalities
Sloane Sweazey, Senior Policy Advisor, City of Kitchener



Corporation of the County of Wellington
Joint Accessibility Advisory Committee
Minutes

September 5, 2024

Township of Centre Wellington Municipal Office
1 MacDonald Square, Elora

Present: Councillor Matthew Bulmer (Chair)
Robin Fletcher
Heather Small
Gerald Townsend

Regrets: Giverny Parent
Bethany Parkinson
Lorri Wright

Staff: Jennifer Adams, County Clerk
Nicole Cardow, Deputy Clerk
Rebecca Danks, Customer Service Representative, Town of Erin
Imran Esmail, Information Management Coordinator
Monika Farncombe, Legislative Assistant, Township of Puslinch
Quinn Foerter, Deputy Clerk, Town of Minto
Adam Gilmore, Manager of Engineering, Township of Centre Wellington
Lisa Miller, Deputy Clerk, Township of Centre Wellington
Pat Newson, Managing Director of Community Services, Township of Centre Wellington
Kerri O’Kane, Clerk, Township of Centre Wellington
Jamie Stuckless, Engagement Lead Stuckless Consulting Inc
Karren Wallace, Clerk, Township of Wellington North

1. Call to Order

At 1:00 pm, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Confirmation of Minutes

1/2/24

Moved By: Gerald Townsend

Seconded By: Heather Small

That the Minutes from the December 2023 and the May 2024 meetings be approved.

Carried

4. Hearing Loop Webinar- Robin Fletcher (Verbal)

Ms. Robin Fletcher gave a verbal review of a Hearing Loop Webinar that she recently attended. Ms. Fletcher outlined the technology being used for cochlear implants as well as assisted listening devices.

5. Accessible Technology Demo - Centre Wellington

Ms. Lisa Miller, Deputy Clerk, Township of Centre Wellington, demonstrated for the committee the accessible technology in the Centre Wellington Council Chambers, including Assisted Hearing Devices.

6. Information Items

6.1 List of Planned Projects by Municipalities

Member Municipalities were reminded to bring upcoming projects that will be coming forward to the Joint Accessibility Advisory Committee as they become aware of them for future reporting.

6.2 Schedule of Annual Reporting

Multi-year Accessibility Plans for the Township of Wellington North is coming in 2026; and for the County of Wellington is 2027.

7. Items for Review and Comment

7.1 Facility Accessibility Design Manual (FADM)

Ms. Jennifer Adams, County Clerk outlined the work completed the framework completed so far, by Grinham Architects in identifying redundancies in the current FADM and the Ontario Building Code. It was recommended that a working group be formed, made up of members of the Joint Accessibility Advisory Committee as well as Municipal staff.

2/2/24

Moved By: Robin Fletcher

Seconded By: Heather Small

That the joint Accessibility Advisory Committee form a working group to review FADM items exceeding requirements and bring a first draft of items they chose to prioritize at a future meeting.

Carried

7.2 Drayton Kinette Playground - Mapleton

Questions and comment regarding the Drayton Kinette Playground in Mapleton should be directed to Mapleton's CBO.

7.3 Harriston Fairgrounds Plan - Minto

Ms. Quinn Foerter, Deputy Clerk /Coordinator, Town of Minto, was present to outline the future of the Harriston Fairgrounds. The committee was asked for feedback and comment.

7.4 Township of Centre Wellington Active Transportation and Mobility Master Plan

Mr. Adam Gilmore, Manager of Engineering, Township of Centre Wellington and Jamie Stuckless, Engagement Lead Stuckless Consulting Inc, presented the Active Transportation and Mobility Plan (ATMP). The ATMP will build on the existing and proposed active transportation network. The committee was asked for feedback and comment.

7.5 Township of Centre Wellington Parks and Recreation Master Plan

Ms. Pat Newson, Managing Director of Community Services, Township of Centre Wellington gave an update on the Township of Centre Wellington's Parks and Recreation Master Plan. The committee was asked for feedback and comment.

8. Adjournment

At 2:22 pm, the Chair adjourned the meeting until December 5th, 2024, or at the call of the Chair.

Chair Matthew Bulmer
Accessibility Advisory Committee



September 27, 2024

Honourable Geoffrey Morawetz
Chief Justice of Ontario

Sent via email: SCJ.clerkship@ontario.ca

Dear Honourable Geoffrey Morawetz:

Please be advised that Brantford City Council at its meeting held September 24, 2024 adopted the following:

12.1.5 Request to the Chief Justice of the Superior Court

WHEREAS the trial of the 1995 lawsuit between Six Nations of the Grand River Band of Indians and the Attorney General of Canada, His Majesty the King in Right of Ontario, Court File No. CV-18-594281-0000 offers an opportunity to resolve centuries old grievances and injustices; and

WHEREAS the resolution of these claims is critical to resolving the tensions that exist throughout the watershed between Six Nations of the Grand River First Nation and area municipalities; and

WHEREAS the lawsuit has taken three decades to get to trial as a result of innumerable and unconscionable delaying tactics of the Crown as represented by the Federal Government; and

WHEREAS resolution of the lawsuit would support and strengthen the provincial land title system in the Grand River watershed.

NOW THEREFORE The Council for the Corporation of the City of Brantford hereby resolves;

- A. THAT with respect council requests that the Honourable Geoffrey Morawetz, Chief Justice of the Superior Court of Justice, Ontario, assign a judge as soon as possible to hear the trial of Toronto Court File No. CV-18-594281-0000 and that the Court proceed as expeditiously as possible to conclude the trial of that matter; and
- B. THAT the Clerk BE DIRECTED to forward a copy of this resolution to the Honourable Doug Ford, Premier of Ontario, the Honourable Doug Downey, Attorney General of Ontario, the Honourable Geoffrey Morawetz, Chief Justice of Ontario, the Honourable Greg Rickford, Minister of Indigenous Affairs of Ontario, The Right Honourable Justin Trudeau, Prime Minister, the Honourable Arif Virani, Minister of Justice and Attorney General of Canada, the Honourable Gary Anandasangaree, the Minister of Crown-Indigenous Relations Canada and to the

Clerks of all municipalities in the Grand River Watershed, asking that their Councils pass this resolution posthaste.

I trust this information is of assistance.

Yours truly,



Chris Gauthier
City Clerk, cgauthier@brantford.ca

- cc Honourable Doug Downey, Attorney General of Ontario
 Honourable Doug Ford, Premier of Ontario
 Honourable Greg Rickford, Minister of Indigenous Affairs of Ontario
 The Right Honourable Justin Trudeau, Prime Minister
 Honourable Arif Virani, Minister of Justice and Attorney General of Canada
 Honourable Gary Anandasangaree, the Minister of Crown-Indigenous Relations Canada
 Clerks of all municipalities in the Grand River Watershed



Grand River Conservation Authority

Summary of the General Membership Meeting – September 27, 2024

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

Action Items

The Board passed the recommendations in the following reports as presented in the agenda:

- GM-09-24-78 - Outdoor Environmental Education Program – Update
- GM-09-24-80 - By-law Update – Delegations
- GM-09-24-84 - Financial Summary
- GM-09-24-79 - 2024 Road Site Preparation and Surface Treatment Contract Increase
- GM-09-24-81 - Planning and Regulations Fees Guidance
- GM-09-24-76 - Speed River Hydrology Contract
- GM-09-24-82 - GRCA Reservoir Operations Policy

Information Items

The Board received the following reports as information:

- GM-09-24-77 - Budget 2025 - Timelines and Considerations
- GM-09-24-75 - Cash and Investment Status
- GM-09-24-74 - ERO Posting 019-8463 - Decision - Updated Provincial Planning Statement
- GM-09-24-85 - Current Watershed Conditions
- GM-09-24-83 - Unauthorized Encampments on GRCA Properties

Correspondence

The Board received the following correspondence:

- Tom Woodcock, rare Charitable Research Reserve re: Giant Hogweed (Letter, and GRCA Response September 19, 2024)
- Christa Hesselink re: Conservation Lands and Delegations (August agenda)
- City of Guelph re: 2025 Budget Confirmation Guideline

Delegations

There was one registered delegation.

- Dan Schneider - Outdoor Education Program Review

Source Protection Authority

The General Membership of the GRCA also acts as the Source Protection Authority Board. There was no meeting held this month.

For full information, please refer to the [September 27 Agenda Package](#). Complete agenda packages for the General Membership and Source Water Protection Authority, 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'.



The Corporation of the County of Wellington October 2024 Meeting Schedule

Date	Time	Committee	Location
Oct 8/24 Tuesday	9:00am	Roads Warden Lennox Councillors Davidson (Chair), Cork, Dehn, Turton	Keith Room Administration Centre
Oct 8/24 Tuesday	CANCELLED	Solid Waste Services Warden Lennox Councillors O'Neill (Chair), Anderson, Turton, Watters	Keith Room Administration Centre
Oct 9/24 Wednesday	9:00am	Wellington County O.P.P Detachment Board Warden Lennox Councillors Campbell (Chair) White, Allan Alls (Vice-Chair)	Guthrie Room Administration Centre
Oct 9/24 Wednesday	1:00pm	Joint Social Services and Land Ambulance Warden Lennox County Councillors, Anderson (Chair), Bulmer, Cork, Mayor Guthrie Guelph Councillors, Busuttil (Vice-Chair), Downer, O'Rourke	Guthrie Room Administration Centre
Oct 9/24 Wednesday	4:30pm 6:00pm	Information, Heritage, and Seniors Library Board Warden Lennox Councillors Lloyd (Chair), Ballantyne, Breen, Duncan; Eddie Alton, Julie Wheeler Bryant, Lucia Costanzo, Walter Trachsel	Community Room Fergus Library
Oct 10/24 Thursday	9:00am	Land Division and Planning Warden Lennox Councillors Seeley (Chair), Dehn, Lloyd, Watters	Keith Room Administration Centre
Oct 15/24 Tuesday	10:00am	Economic Development Warden Lennox Councillors Duncan (Chair), Ballantyne, Breen, Bulmer	Guthrie Room Administration Centre
Oct 15/24 Tuesday	1:00pm	Administration, Finance and Human Resources Warden Lennox Councillors White (Chair), Campbell, O'Neill, Seeley	Guthrie Room Administration Centre
Oct 31/24 Thursday	10:00am	Council Session Council and Department Heads	Council Chambers Administration Centre
<u>Other Dates to Note:</u>			
Oct 14/24 Monday		Thanksgiving	Offices Closed

If you have any questions regarding committee and council schedules please contact Jennifer Adams, County Clerk at 519.837.2600 x2520 or jennifera@wellington.ca as meetings are subject to change.

Justine Brotherston

Subject: RE: TAPMO - Fall Advocacy Campaign

From: Executive Director <executivedirector@tapmo.ca>

Sent: Saturday, September 21, 2024 1:36 PM

To: Executive Director <executivedirector@tapmo.ca>

Subject: TAPMO - Fall Advocacy Campaign

Hope everyone is enjoying the first day of fall!

The Top Aggregate Producing Municipalities of Ontario (TAPMO) is launching a new digital campaign bringing the issue of the lack of oversight in the aggregate industry to Ontarians. As a member of TAPMO, we hope that you are willing to share this campaign on social media to bring awareness to the issues that TAPMO is advocating for and ensure that the government supports an aggregate sector that works for everyone.

The campaign is anchored by a new landing page, digital ad program on Facebook and Instagram, and an advocacy letter that supporters can send to their local MPP and the Ministry of Natural Resources calling for better funding for oversight of the aggregate sector.

You can review the campaign here: <https://www.tapmo.ca/aggregate-and-our-communities>.

You can also learn more about how TAPMO is supporting a sustainable plan for aggregate extraction in Ontario at our website www.tapmo.ca.

Please let us know if you have any questions about the materials or the campaign more generally as it rolls out in the coming weeks.

Suggested Social Media Post:

Facebook/LinkedIn:

The provincial government lacks the resources to adequately enforce regulations and inspections meant to ensure aggregate companies operate responsibly in communities like [Municipality], and organizations like TAPMO are taking action.

Learn more about why we need an aggregate sector that works for everyone: <https://www.tapmo.ca/aggregate-and-our-communities>.

X/Twitter:

Increased government oversight benefits aggregate host communities like [Municipality]. Learn why we need an aggregate sector that works for everyone: <https://www.tapmo.ca/aggregate-and-our-communities>.

Graphics:

Graphics for social media posts are attached.

As your new Executive Director, I would like to thank our members for their ongoing support of TAPMO. I look forward to connecting with many of your Councils over the next year. The AG Report has provided TAPMO with a real opportunity to make impactful changes that to benefit our member municipalities and our residents.

Don MacLeod

Executive Director



Don MacLeod
Executive Director

 C/O County of Wellington
74 Woolwich St.
Guelph, ON N1H 3T9

 executivedirector@tapmo.ca
 519-617-3353

Delegate Request - Entry #12391

Type of Meeting

Council

Meeting Date

October 8, 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?

property designation intention

Type of Presentation

This request is to present a verbal delegation

Type of Attendance

In person

Name of Delegate

Jamie Kreutzwiser

Mailing Address of Delegate

██████████
██████████
██████████

Phone Number of Delegate

██████████

Email Address of Delegate

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

objection to designation

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

Delegate Request - Entry #11564

Type of Meeting

Council

Meeting Date

September 25, 2024

How many delegates are requesting to make this presentation?

One (1)

Type of Delegation

This is a request to delegate on a general topic

Type of Presentation

This request is to present a verbal delegation

Type of Attendance

In person

Name of Delegate

Jean Hopkins

Mailing Address of Delegate

████████████████████
██████████████
████████

Phone Number of Delegate

██████████

Email Address of Delegate

████████████████████

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

Introduction to the Wellington Guelph Drug Strategy, and updates on recent initiatives

A formal presentation is being submitted to accompany the delegation

Yes

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

Yes

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

Delegate Request - Entry #12320

Type of Meeting

Council

Meeting Date

October 9, 2024

How many delegates are requesting to make this presentation?

One (1)

Type of Delegation

This is a request to delegate on a general topic

Type of Presentation

This request is to present a written delegation

Name of Delegate

Judith Stoffman

Mailing Address of Delegate

████████████████████
████████████████████
████████

Phone Number of Delegate

████████████████

Email Address of Delegate

██

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

WRITTEN DELEGATION

Judith Stoffman on behalf of Fox Run Estates Community

Recently the Fox Run Estates community has experienced a significant number of disturbances, break-ins and

home invasions of an escalating nature. The residents of the neighbourhood have become increasingly concerned about the safety within the community and many are feeling a strong sense of unease.

A sampling of the recent activity we have experienced has spanned two communities, Bridal Path and Fox Run), with multiple homes being broken into on the same night, cars being broken into, culminating in a home burglary with the resident being in the home at the time.

Through discussion with the OPP, we have become aware that there are a few hot spots in Puslinch for this type of activity, due to the secluded nature of the homes and their proximity to the 401. Unfortunately, our subdivision(s) have become an easy target for this type of activity.

The community feels that there is a strong need to meet with the OPP to facilitate a coordinated approach to protect the residents of not only this community but other neighbourhoods within Puslinch where hotspots arise.

In an effort to meet with the OPP it has become apparent that we require access to a venue such as the community center to host meetings for residents to attend. Due to the serious nature and increased regularity of the occurrences, the community has banded together and hosted a meeting in order to get some immediate advice from the OPP. However, having between 75 - 100 people in one resident's home is difficult to coordinate and manage.

The residents of the Fox Run Estates Community, through this delegation, would like to ask the township:

- To allow Neighbourhoods to book use of the Community Centre for meetings pertaining to the maintenance of the safety of the community at no cost.
- In, the alternative, should Council not wish to deviate from the fees articulated in the Township's User Fees & Charges By-law (42/23), it is requested that a 90% Reduced Rate be afforded the requester as the proposed use of the Township's meeting room by the Fox Run Estates Community Group for the purposes expressed herein is a service that benefits the Township and its residents specifically from the perspective of public safety enhancement services (s.36 (g)).

In consideration of this request, the requesters note the following:

- Safety Meetings would only be held during times when the Community Center is not otherwise in use thereby ensuring the Township would not be forgoing fees otherwise paid by other facility users.
- Meetings would be held on an as needed /ad hoc basis, as the neighbourhoods are not formal associations and this is only meant to help neighbourhoods coordinate an organized approach to safety in their community. Once a smaller neighbourhood group is formed those meetings could be held in community homes.
- This request is only intended for community wide larger meetings for disseminating information, or hosting a presentation regarding preparedness for community safety. It is suggested that an initiating community could coordinate multiple communities at a time based on the OPP identifying hotspots.

Specific examples of recent events that form the basis for this request include:

1. A home break-in that spanned two subdivisions, both the Bridal Path and Fox Run, with multiple homes in each subdivision being affected and vehicles being broken into on the same night, and some of the vehicles stolen, culminating in a home burglary with a resident being at home at the time.
2. Numerous cars entering the subdivision and people walking properties scoping them out.
3. People that do not live in the area caught trespassing while trying to access sheds and garages.
4. Stolen cars being driven into and abandoned within the subdivision.

- 5. Multiple vehicles being broken into, and window to vehicles smashed; in one case all windows smashed
- 6. Multiple intruders attempting to access garages and vehicles at night
- 7. An increasing trend of strange cars that do not belong to the residences being abandoned in the neighbourhood.

Council's consideration of this urgent and important request is appreciated.

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 ADM-2024-046

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Interim Municipal Clerk
Mary Hasan, Director of Finance/Treasurer
Courtenay Hoytfox, Interim CAO

PRESENTED BY: Justine Brotherston, Interim Municipal Clerk
Mary Hasan, Director of Finance/Treasurer
Courtenay Hoytfox, Interim CAO

MEETING DATE: October 9, 2024

SUBJECT: Heritage Financial Incentive Program

RECOMMENDATION

That Report ADM-2024-046 entitled Heritage Financial Incentive Program be received for information; and,

That Council direct staff to proceed with option 2 as outlined in the report; and,

That Council direct staff to draft a Heritage Financial Incentive Program Policy for Council's consideration and approval to be included in the 2025 Corporate Work Plan.

Purpose

The purpose of this report is to seek Council's direction with respect to establishing a Heritage Financial Incentive Program to be incorporated into the 2025 Corporate Work Plan.

Background

At the November 8, 2023 Council meeting staff reported to Council regarding funding tools for municipalities related to Heritage provided through the *Municipal Act*, and *Heritage Act*. Staff provided a summary of the pros and cons for each tool as follows:

- 1. Option 1: Municipal Act**
 - a. Property Tax Relief – Section 365.2**

- i. 10-40% relief may be offered;
- ii. Property must be designated under the Ontario Heritage Act;
- iii. Municipality establishes criteria for program;
- iv. Owners required to enter into a Heritage Easement Agreement which the municipality may or may not require to register on title;
- v. An upper-tier municipality may or may not refund taxes levied for their purposes. The province will refund the education portion.

b. Pros

- i. Offers financial relief to owners of a heritage designated property.

c. Cons

- i. Does not necessarily incentivize owners to put refunds towards property maintenance or improvements;
- ii. Unpredictable budget projections - reliant on MPAC assessment or re-assessment of property.

2. Option 2: Ontario Heritage Act (OHA)

a. **Grant or Loan Program** – Section 39

- i. OHA heritage designated properties only;
- ii. Municipality establishes grant/loan criteria, but funds must go towards paying for “whole or part of the cost of alterations” to heritage property.

b. Pros

- i. Flexibility –Tailored to reflect local heritage priorities. Target properties (i.e., vacant heritage buildings, conversions that encourage residential units, a geographic area or building age/style) or type of restorations (i.e., façade, structural, interior/exterior, landscaping);
- ii. Can be developed to provide small or large financial incentives:
 - Small incentives (i.e., under \$5000) may have simple application & approval processes to encourage participation. Applicants are not required to commit to a large financial outlay to participate;
 - Large incentives (i.e., high value projects) may involve Heritage Permits, studies and agreements registered on title.
- iii. Implementation is at the discretion of Council and may be amended by resolution;
- iv. Predictable budget projections;
- v. Not limited by Community Improvement Plan (CIP) or Planning Act provisions.

c. Cons

- i. Not available to “listed” heritage properties;
- ii. Funds not directed to priorities established by the CIP;
- iii. Not available to tenants of property.

3. Option 3: Planning Act

a. Community (Heritage) Improvement Plan – Section 28

- i. Mandatory public consultation process and Ministry of Municipal Affairs approval;
- ii. Municipality must pass a by-law identifying a “project area” and a plan to revitalize that area. Project area may be entire municipality;
- iii. Municipality can use CIPs to establish a variety of financial incentive programs (including grants, loans and/or tax increment equivalent grant program) to support the revitalization of the project area;
- iv. Incentive programs available for both designated and listed heritage properties;
- v. “community improvement” means the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary;
- vi. Eligible costs include those “related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements, or facilities (Planning Act, Section 28(7.1)).

b. Pros

- i. Financial incentive programs target priorities set out in CIP;
- ii. Available to both designated and listed properties;
- iii. Available to tenants.

c. Cons

- i. Establishing & amending the CIP grant program is time consuming and can be expensive.
 - The process often involves hiring a consultant;
 - CIP is subject to Planning Act process;
 - Minor amendments involve public consultation process and Ministry approval.

Council referred the options to the Heritage Advisory Committee for comment and directed staff to report back during the 2025 Budget Process.

Comments

The Heritage Advisory Committee at its meeting on January 16, 2024 resolved as follows for Council’s consideration:

Resolution No. 2024-008: Moved by Tamsin Lambert and
Seconded by Andy Day

That report HER-2024-004 regarding Heritage Funding Programs be received for information; and,

That the Heritage Advisory Committee provides the following comments for Council’s consideration:

- 1) That the Committee is supportive of Option 1 and Option 2, depending on which Option can be implemented as soon as possible; and**
- 2) That the Committee feels a high priority with Option 2 as there is a higher incentive that the public participates.**

CARRIED

Further, at the Heritage Advisory Committee’s September 9, 2024 meeting the Committee resolved as follows for Council’s consideration:

Resolution No. 2024-049: Moved by Kristine O’Brien and
Seconded by Tamsin Lambert

That the Heritage Advisory Committee make a recommendation to Council to direct staff undertake an economic analysis on a percentage reduction in property taxes on designated properties.

CARRIED

For the median/typical single family home with assessment value of approximately \$615,000, the 10% to 40% refund on taxes is outlined in the table below:

Description	10% Refund	40% Refund
Township	\$118	\$470

County	Note A	Note A
Education	\$94	\$376
Total Refund	\$212	\$846

Note A – The County does not currently offer this relief. For illustrative purposes, the table below outlines what the 10% to 40% refund on taxes would amount to inclusive of the County portion of taxes if the County was to adopt this type of relief in the future:

Description	10% Refund	40% Refund
Township	\$118	\$470
County	\$424	\$1,696
Education	\$94	\$376
Total Refund	\$636	\$2,542

As outlined, Option 1 includes significant administration for issuing refunds through coordination with the province as well as the administration of a Heritage Easement Agreement to be registered on title for participating properties. Typically, agreements include the requirement for property owners to conserve the Heritage attributes listed on the designation by-law to remain eligible for the taxation relief. Should a property become non-compliant with the agreement, the refunded taxes are to be paid back in full. Monitoring would be required each year to ensure conservation, and inspections would need to align with taxation timelines. Additional reporting to the province may be required should a property become non-compliant. Staff do not recommend Option 1 for the reasons outlined in this report.

Staff recommend that Council select Option 2, the Ontario Heritage Act Grant or Loan Program for the reasons outlined in the report, and that Council direct staff to draft an Ontario Heritage Act Grant Policy for Council’s consideration and approval through the 2025 Corporate Work Plan.

Financial Implications

The financial implications are dependant on the direction received by Council. Council established a Heritage Financial Incentive Program Discretionary Reserve through the 2024 Budget Process, which has an estimated balance of \$6,400. This estimated balance takes into account Council approved 2024 discretionary reserve withdrawals.

Should Council choose Option 2, the Heritage Financial Incentive Program Discretionary Reserve would be the initial funding for the grant program.

Applicable Legislation and Requirements

Municipal Act, 2001

Planning Act, 1990

Ontario Heritage Act, 1990

Engagement Opportunities

Staff will report back regarding engagement opportunities with the first draft of the grant policy should Council select Option 2.

Attachments

None

Respectfully submitted,

Reviewed by:

**Justine Brotherston,
Interim Municipal Clerk**

**Courtenay Hoytfox,
Interim CAO**

**Mary Hasan,
Director of Finance/Treasurer**



REPORT ADM-2024-047

TO: Mayor and Members of Council

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: October 9, 2024

SUBJECT: 2024 Priority Properties Intention to Designate

RECOMMENDATION

That Report ADM-2024-047 entitled 2024 Priority Properties Intention to Designate be received for information; and

That the Council of the Township of Puslinch state an intention to designate the following properties pursuant to Section 29 (Part IV) of the *Ontario Heritage Act, 1990 (the Act)*:

(Municipally known as)

- 1. 4855 Pioneer Trail;**
- 2. 4856 Sideroad 10 North;**
- 3. 6981 Concession 4;**
- 4. 4556 Sideroad 20 North;**
- 5. 6714 Concession 1**
- 6. 6592 Concession 1;**
- 7. 7098 Concession 1;**
- 8. 69 Queen Street;**
- 9. 56 Queen Street;**
- 10. 6 Victoria Street;**
- 11. 4162 Highway 6;**
- 12. 7618 Leslie Road West;**
- 13. 8 Brock Road North;**
- 14. 4347 Concession 11;**
- 15. 7839 Wellington Road 34;**
- 16. 4217-4223 Watson Road South;**
- 17. 7551 Maltby Road East;**
- 18. 4677 Watson Road South;**
- 19. 4726 Watson Road South;**

- 20. 483 Arkeil Road;
- 21. 43 McClintock Drive;
- 22. 32 Brock Road North;
- 23. 4492 Watson Road South;

That staff be authorized to proceed with the notice requirements as outlined in Section 29 of the Act and in accordance with the Township’s Ontario Heritage Act Alternative Notice Policy; and further,

Where no objections are received within the prescribed time period, that staff be directed to prepare and provide designation by-laws for Council’s consideration and enactment.

Purpose

In accordance with Section 29 of the Act, the Council of the municipality is required to give its intention to designate a property or properties prior to bringing forward the designation by-law(s). The purpose of this report is to seek Council’s direction related to the intention to designate the properties listed as Schedule “A” through “W” to this report. The list of properties was identified as priority properties by Township Council at its December 13, 2023 meeting and March 22, 2023 meeting.

Background

2024 Heritage Designation Process

In the chart below, staff have identified the steps completed to date outlined in green as well as future steps and associated dates outlined below in grey.

Designation Process Milestone	Date
Notice of Priority Property (Complete)	March 8, 2024
Site Visits (Complete)	April 8 th , 9 th , and 11 th , 2024
2024 Open House (Complete)	April 11, 2024
Peer Review of Statements of Cultural Heritage Value and/or Interest (Complete)	July-September, 2024
Council States Intention to Designate (Current step)	October 9, 2024
Notice of Intention to Designate	October 17, 2024
Objection Deadline (30 days from Notice of Intention to Designate)	November 16, 2024
Council consideration of Designation By-laws where no objection is received (First Council meeting following 30 day objection period)	November 27, 2024
Staff consultation with property owners where an Objection is received	November 16, 2024 – January 30, 2025

Final day to pass Designation By-law (120 days from Notice of Intention to Designate)	February 14, 2025
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2023 Heritage Designation Process for the outstanding properties

In the chart below staff have identified the steps taken to date below in green as well as future timelines for the three properties that objected to designation through the 2023 priority property process.

Designation Process Milestone	Date
Notice of Priority Property (Complete)	March 22, 2023
Notice of 2023 Heritage Designation Open House	April 28, 2023
2023 Open House (Complete)	May 31, 2023
Letter to 2023 Priority Properties requesting Site Visits	August 4, 2023
Site Visits (Complete)	August 29 and 30, 2023
Peer Review of Statements of Cultural Heritage Value and/or Interest (Complete)	September-November, 2023
Council States Intention to Designate (Complete)	November 29, 2023
Notice of Intention to Designate (Complete)	December 14, 2024
Objection Received for 43 McClintock Drive (Complete)	January 31, 2024
Objective Received for 4492 Watson Road South (Complete)	January 31, 2024
Objection Received for 32 Brock Road North (Complete)	February 5, 2024
Objection Deadline (30 days from Notice of Intention to Designate. The Township provided a six-week commenting period due to the holiday season) (Complete)	February 9, 2024
Council affirmed its decision to designate 43 McClintock Drive, 4492 Watson Road South, 32 Brock Road North (Complete)	March 20, 2024
Council withdraws its notice of intention to designate to conduct further engagement with property owners (Complete)	May 22, 2024
43 McClintock Drive Designation Meeting (Complete)	July 16, 2024
43 McClintock Drive Site Visit (Complete)	July 31, 2024
4492 Watson Road South Designation Meeting (Complete)	August 9, 2024
32 Brock Road North Designation Meeting (Complete)	August 13, 2024
Council States Intention to Designate (Current step)	October 9, 2024
Notice of Intention to Designate	October 17, 2024
Objection Deadline (30 days from Notice of Intention to Designate)	November 16, 2024

Council consideration of Designation By-laws where no objection is received (First Council meeting following 30 day objection period)	November 27, 2024
Staff consultation with property owners where an Objection is received	November 16, 2024 – January 30, 2025
Final day to pass Designation By-law (120 days from Notice of Intention to Designate)	February 14, 2025

Financial Implications

The cost for advertisements as required by the *Act*, were approved as part of the Township’s 2024 Budget and Council at it’s meeting on September 3, 2024 authorized pre-budget approval in the amount of \$12,840.00 to be funded from the Corporate Legal Contingency Discretionary Reserve for the registration of the designation by-laws on title as required by the *Act*.

Applicable Legislation and Requirements

Ontario Heritage Act, R.S.O. 1990, c. O.18
Bill 23, More Homes Built Faster Act, 2022

Engagement Opportunities

1. Print Notices;
2. Notice on the Township website in accordance with the Alternate Notice Policy;
3. Additional information on the Township Heritage webpage to spotlight newly designated properties (when applicable).

Attachments

- Schedule A – 4855 Pioneer Trail – Draft Notice of Intention to Designate
- Schedule B – 4856 Sideroad 10 North – Draft Notice of Intention to Designate
- Schedule C – 6981 Concession 4 – Draft Notice of Intention to Designate
- Schedule D – 4556 Sideroad 20 North – Draft Notice of Intention to Designate
- Schedule E – 6714 Concession 1 – Draft Notice of Intention to Designate
- Schedule F – 6592 Concession 1 – Draft Notice of Intention to Designate
- Schedule G – 7098 Concession 1 – Draft Notice of Intention to Designate
- Schedule H – 69 Queen Street – Draft Notice of Intention to Designate
- Schedule I – 56 Queen Street – Draft Notice of Intention to Designate
- Schedule J – 6 Victoria Street – Draft Notice of Intention to Designate
- Schedule K – 4162 Highway 6 – Draft Notice of Intention to Designate
- Schedule L – 7618 Leslie Road West – Draft Notice of Intention to Designate
- Schedule M – 8 Brock Road North – Draft Notice of Intention to Designate
- Schedule N – 4347 Concession 11 – Draft Notice of Intention to Designate

Schedule O – 7839 Wellington Road 34 – Draft Notice of Intention to Designate
Schedule P – 4217-4223 Watson Road South – Draft Notice of Intention to Designate
Schedule Q – 7551 Maltby Road East – Draft Notice of Intention to Designate
Schedule R – 4677 Watson Road South – Draft Notice of Intention to Designate
Schedule S – 4726 Watson Road South – Draft Notice of Intention to Designate
Schedule T – 483 Arkell Road – Draft Notice of Intention to Designate
Schedule U – 43 McClintock Drive – Draft Notice of Intention to Designate
Schedule V – 32 Brock Road North – Draft Notice of Intention to Designate
Schedule W – 4492 Watson Road South – Draft Notice of Intention to Designate

Respectfully submitted,

Reviewed by:

**Laura Emery,
Communications and Committee
Coordinator**

**Justine Brotherston,
Interim Municipal Clerk**



THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4855 Pioneer Trail, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 4855 Pioneer Trail, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 5 Part Lot 13 RP;61R20571 Part 1, municipally known as at 4855 Pioneer Trail, Puslinch.



(Key Map Showing Location of 4855 Pioneer Trail, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 4855 Pioneer Trail, Township of Puslinch 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 retains cultural heritage value in its fine Italianate domestic architecture, in its historical association with a significant individual, with Scottish settlement in Puslinch Township, and with the Puslinch Farmer's Club and its mission to advance agricultural education in Puslinch Township. Contextually, the property is situated within an area of

other manor-type farmhouses owned by gentleman farmers who significantly promoted and advanced agricultural education, innovation and efficiency in the Township.

Design Value:

Built by James Anderson, c. 1865 and named “Springfield Farm”, the property is a singular example of a two-storey yellow brick manor-type farmhouse constructed in the Italianate style, and the foremost example of Italianate residential architecture in brick in the Township. Italianate architecture incorporates picturesque details, projected bays or towers and ornamented alterations to Georgian and Neoclassic design. Such details included in this property are a symmetrical five-bay Neoclassical facade with a low-hip roof and wide eaves. A central two-storey projected bay has an entrance porch (replacement of original porch) on the lower storey and paired arched windows on the second storey under a gable, also features of Italianate architecture. The facade features tall rectangular windows on both storeys with brick label stops. The yellow brick construction is notably early for the Township and the bricks were likely sourced from the Morrison brickyard. A one-and-one-half storey end gabled kitchen tail in yellow brick, perpendicular to the main part of the property, extends at the rear of the building.

Historical/ Associative Value:

In 1861, James Anderson from Ayrshire, Scotland, purchased the property. After his marriage to Margaret Smart in 1862, he erected the large yellow brick Italianate manor-type farmhouse. Anderson named his extensive and productive agricultural property “Springfield Farm.” A founder of the Puslinch Farmer’s Club, Anderson significantly promoted and advanced agricultural education, innovation and efficiency for farmers in the Township in the mid to late nineteenth century.

Contextual Value:

Sited on a hill overlooking the Speed River, the property is located adjacent to other manor-type farmhouses built by gentleman farmers who were colleagues of James Anderson in the Puslinch Farmer’s Club.

Description of Heritage Attributes:

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4855 Pioneer Trail:

James Anderson House:

- Original/extant fenestration for windows and doors
- Extant 6/6 mullioned rectangular windows, arched windows and doors.
- Brick exterior front and side facades
- Brickwork drip molds over windows.
- Height, scale, and massing of two-storey Italianate primary structure.

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the

Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

DRAFT

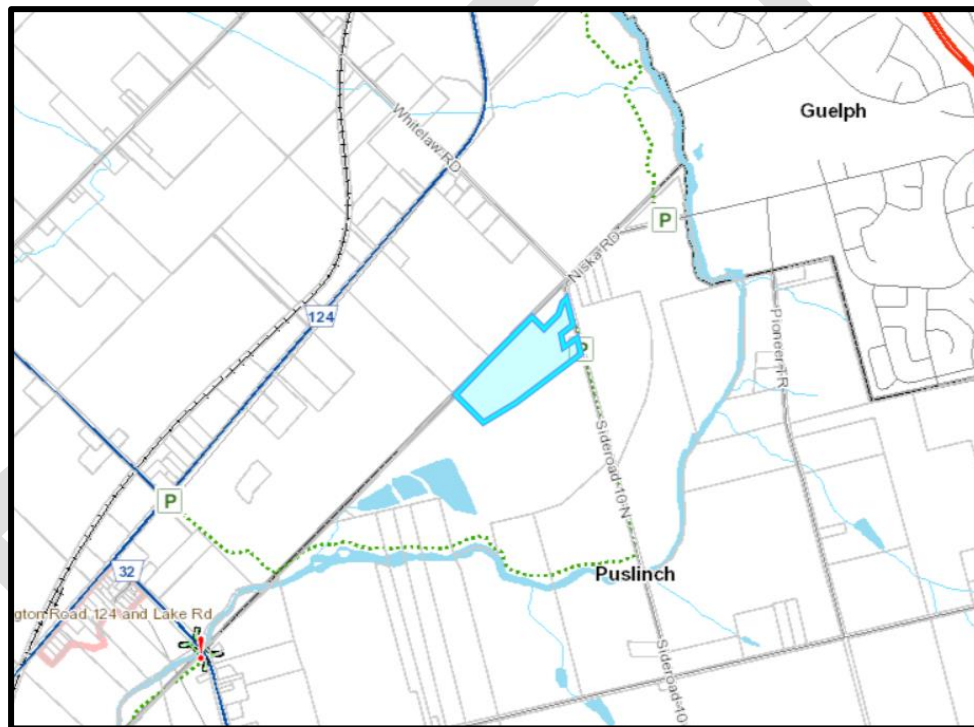


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4856 Sideroad 10 N, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 4856 Sideroad 10 N, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 5 Part Lots 9 and; 10 Part Road Allow RP 61R6065 Part; Parts 2 and 4, municipally known as at 4856 Sideroad 10 N, Puslinch.



(Key Map Showing Location of 4856 Sideroad 10 N, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 4856 Sideroad 10 North, Puslinch, 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.

This property, built c. 1848 has highly significant cultural heritage value retained in the residence, barns, and landscape. Its design value lies in its very early and grand Neoclassic residence built in a frontier environment. It is associated with Thomas Saunders, and William Sorby, prominent gentleman farmers who promoted agricultural

technology and education in the Township. The property also has a very complex social history of national significance. In addition to its farming purposes, the property has served as a rehabilitation centre for the World War 1 veterans, an agricultural training school for British youth, and a summer camp for World War 1 orphans. Contextually, the property is historically adjacent to manor farms built by other gentleman farmers who promoted agricultural education, improvement and invention, and is a landmark.

Design Value

The property's residence c. 1846 is an outstanding example of an early three-storey Neoclassic house rendered in large ashlar limestone, presently covered with roughcast plaster. The front of the residence is two storeys and the slope of the site and raised basement have created a third storey elevation at the rear of the building. This residence is the earliest example of Neoclassic architecture in Puslinch and one of the earliest extant stone properties in the Township. A model of the style, this Neoclassical residence has symmetry, simplicity of form and a formal system of proportion. The three bay front facade has a centred entranceway under a wood Greek portico, and has five large and proportionally vertical window fenestrations with stone sills, located symmetrically one to each side of the entrance and three on the second storey. The rear elevation has four windows placed symmetrically across each of the three stories. The hip roof has a front and rear centred low gable, added later in the Italianate style. Under these gables is a single ocular window. A hipped-roofed single storey wing (two-storey at the rear) at the side of the main building has similar, symmetrical, fenestrations of two windows on the front facade, and two on the upper part of the rear facade with a window and entrance on the lower level.

Historical/ Associative Value

The property, built on Lots 9 and 10 on Concession 5, originally belonged to Roland Wingfield. Col. Thomas Saunders, from Buckinghamshire, purchased the property in the 1840s and replaced the original log residence with his Neoclassic stone residence in 1846. He called his farm, "Woodlands." Saunders was a "Gentleman" farmer, president of the Puslinch Agricultural Society and the Wellington County Agricultural Society, and livestock breeder. He was also a colonel of the militia for the counties of Wellington, Waterloo and Grey, crown prosecutor, and Clerk of the Peace for Wellington from 1840 until his death.

Between 1863 and 1864, Walter Sorby bought the farm from Saunders and subsequently built a substantial horse barn and a woodworking shop for himself and his three carpenter sons. After Walter's passing in 1890, the farm passed into the ownership of his son, Oswald. Oswald used the farm for animal raising and the importation and sale of valuable horses, particularly Clydesdales.

In 1923 the property developed provincial and national significance as a rehabilitation/retraining centre for injured soldiers returning from the battlegrounds of World War I. The Province of Ontario purchased the property for this purpose and renamed it "Vimy Ridge Farm," after the battle of Vimy Ridge where the Canadian Expeditionary Force defeated the three divisions of the German Army in 1917. Vimy Ridge became a symbol of national achievement and sacrifice.

The farm was also used as a summer camp for war orphans in 1924. From that time forward to 1932, under the British Government's "Empire Settlement Act" (1922), Vimy Ridge Farm served as an agricultural training centre in an attempt to provide workers from Britain and her colonies needed for Canada's farms. Boys were trained in farming methods at the farm, provided room and board and subsequently were hired out to farmers.

Contextual Value:

The property remains as the material evidence of the architectural and agricultural initiatives of the nineteenth and twentieth centuries. Additionally, the property is considered a landmark for the area and has a physical proximity to the Anderson and Buchanan farms owned likewise by Gentleman farmers, active in the agricultural societies. Nationally, hundreds of Canadian families trace their heritage to Vimy Ridge Farm as their first residence in Canada.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4856 Sideroad 10 North:

Thomas Saunders House/Vimy Ridge:

- All original door and window openings, extant sash windows
- Front portico
- Original stone foundation
- Front, side, and rear stone facades
- Height, scale, and massing of original three storey property
- Brick chimneys on main part of residence

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk

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

CC: Property Owner
Ontario Heritage Trust

DRAFT

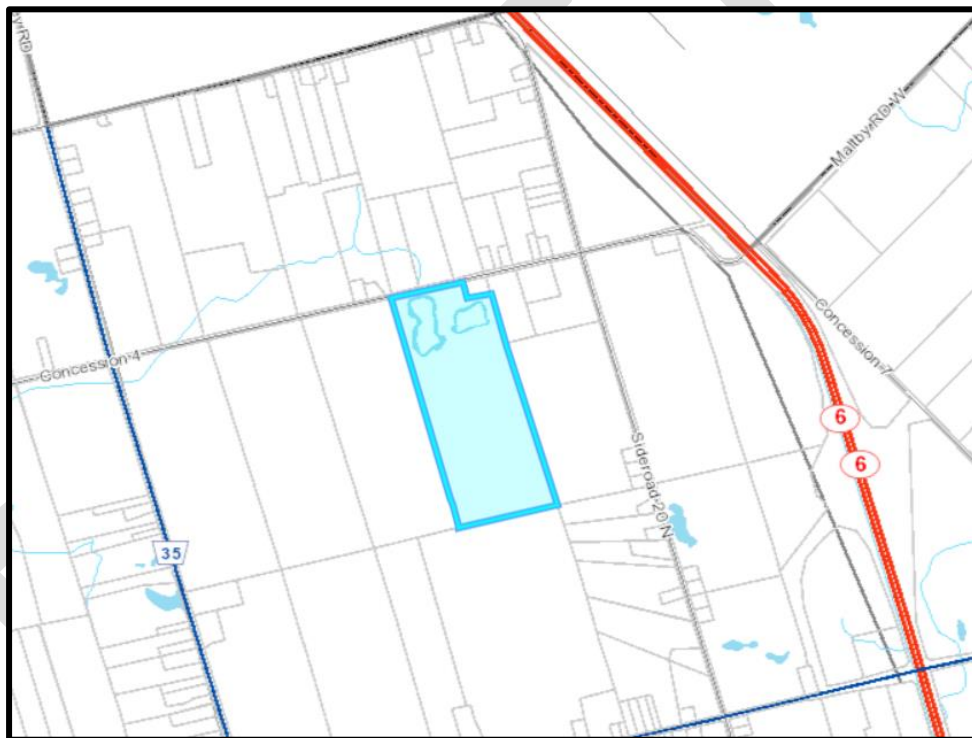


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 6981 Concession 4, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 6981 Concession 4, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX**.

Description of the Property

The subject property is described as being Concession 3 Part Lot 19 RP;61R11574 Part 2, municipally known as at 6981 Concession 4, Puslinch.



(Key Map Showing Location of 6981 Concession 4, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property at 6981 Concession 4, Puslinch meets the requirements for heritage designation prescribed by the Province of Ontario under the three categories of design/physical value, historical/associative value, and contextual value.

6981 Concession 4, Puslinch retains cultural heritage value in the exceptional stonemasonry craftsmanship of its "Ontario House" design. Historically, the property is associated with early immigration to Puslinch Township from the Scottish Highlands, and the community in Puslinch known as "The Third". Contextually, the property is associated

with two neighbouring properties with similar stonemasonry and design from the same builder.

Design Value:

The property is an outstanding example of 'Ontario House' architecture c. 1865 in coursed fieldstone with elaborate stone masonry detailing in cut limestone. Features present that are consistent with the Ontario House architectural style include the one-and-one-half storey elevation with side-gabled roof, and front entrance under a centred peaked roof gable. Symmetrical single windows are positioned on either side of the entrance door. A double arched window is under the peak above the entrance. A high degree of masonry craftsmanship is reflected in the Italianate detailing on the elaborate articulated quoins, distinctive entrance door voussoir, pedimented window surrounds on the ground floor and carved surrounds with keystones on the upper storey arched windows, all rendered in finished limestone. The front door entranceway has a fanlight transom with sidelights.

Historical/ Associative Value:

The property, located on Rear Part Lot 19, Concession 3, holds significant historical value, dating to the earliest settlement in Puslinch Township. In 1834, as a result of the Highland clearances, widow Catherine Stewart and her children immigrated from Perthshire, Scotland, becoming the first settlers on the lot. They initially resided in a shanty before constructing a log cabin, laying the foundation for future developments.

The current house, built c. 1865, marked a milestone in the property's history, built for Catherine's son, Peter Stewart, before his marriage in 1866. Catherine Stewart was a founder of Duff's Presbyterian Church and Peter Stewart was both an esteemed farmer and respected elder of this Church. The family played a vital role in the community's founding and development. His sister, Catherine Stewart, also contributed significantly, assuming parental responsibilities during times of family tragedy.

The property flourished as a prosperous farm, cultivating grain, wheat, and vegetables, and serving as a hub for agricultural activities. In more recent times, it underwent a transformation and now serves as the Donkey Sanctuary of Canada, preserving its heritage while continuing to fulfil a role in the community.

Contextual Value:

The property is an integral part of a collection of neighbouring 1860s residences linked by their similar architectural design and outstanding masonry. Notably, the houses of Alexander McKay on Lot 19 Front Concession 3 and John McCormick on Lot 15 Front Concession 3 bear a striking resemblance to the Peter Stewart house in terms of their construction and masonry detailing.

Description of Heritage Attributes:

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 6981 Concession 4:

Peter Stewart House:

- Extant doors and windows

- Original window and door fenestration
- Exterior fieldstone construction
- Masonry limestone quoins, voussoir, and window surrounds with original detailing
- Height, scale, and massing of the original one-and-a-half storey property

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust



THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4556 Sideroad 20 N, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 4556 Sideroad 20 N, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 3 Part Lot 20 RP;61R3352 Parts 2 and 3 Part; Part 1, municipally known as at 4556 Sideroad 20 N, Puslinch.



(Key Map Showing Location of 4556 Sideroad 20 N, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 4556 Sideroad 20 N., Puslinch 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 located at 4556 Sideroad 20 N, Puslinch, retains significant cultural heritage design value due to its architectural rarity: it is one of the few remaining log houses in the Township. The property is historically associated with the McLennan Family and Highland

Scots immigration to Puslinch and contextually associated with adjacent McLennan/McKay properties.

Design Value:

Log cabins and log house residences were the predominant residential architecture in Puslinch Township from the earliest European settlement in the 1820s until the latter part of the nineteenth century. Their design illustrates the function of environment, technology and community effort on vernacular architecture in the settlement period. Despite their ubiquitousness in the mid-1800s, very few of these architectural forms have survived. The property at 4556 is a rare example of a large, two-storey side-gabled house constructed c. 1840-1845 of horizontal pine logs laid with dovetailed corners and plaster chinking. The fenestrations for windows and doors were cut in after the house was assembled. These original extant fenestrations include seven windows, one on each side of the original south-facing central entrance, two on each side of the end-gabled upper storey and one at the rear (north side) of the house. Three door fenestrations include one on the south side, one on the east side leading to a cellar and one on the north side. The south central entrance door no longer functions but is still visible from the exterior. Recent improvements using traditional craftsmanship include rebuilding of a portion of the stone foundation, repair of the plaster chinking, and roofing.

Historical /Associative Value:

Margaret McLennan (1783-1871), immigrated to Canada in 1841 as a widow with her grown family after being evicted from lands in Loch Broom, Ross-Shire, Scotland. Her daughter Catherine was married to Alexander McKay, also of Loch Broom, Ross-Shire and they had immigrated and settled on lots 18 and 19, Front Concession 3 the in 1840. It is likely that Alexander McKay had the log house built on Lot 20 for Margaret's family. Her son Donald McLennan settled Rear Concession 3, Lot 21 and became a profitable farmer.

Contextual Value:

The property is adjacent to other properties of significant cultural heritage value built by the McLennan/McKay families and forms part of a built landscape containing numerous other Highland Scots settler residences.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4556 Sideroad 20 N:

Margaret McLennan House:

- Original/extant door fenestrations.
- Original window fenestrations.
- Original foundation with reconstructive repair in 2023/2024
- Logs used in the exterior wall construction.
- Height, scale, and massing of two storey log residence.

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

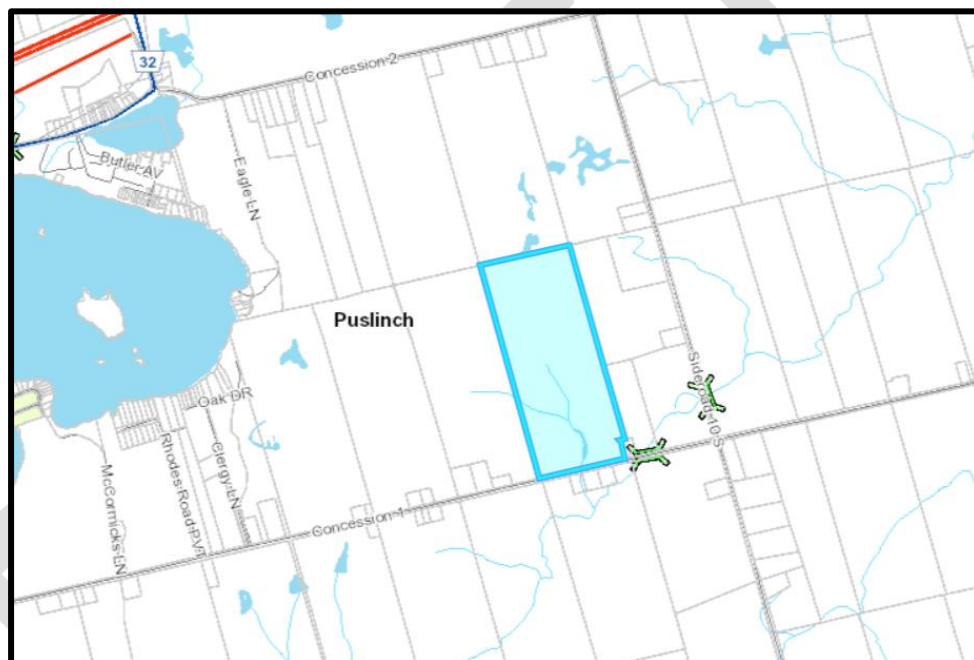


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 6714 Concession 1, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 6714 Concession 1, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 1 Part Lot 9, municipally known as at 6714 Concession 1, Puslinch.



(Key Map Showing Location of 6714 Concession 1, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property situated at 6714 Concession 1, Puslinch, 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 design of the property is a complex of early commercial and domestic architecture, rare in the Township of Puslinch. The property is historically associated with Highland Scots immigration to the area and the early commercial and postal history of the Killan. The property is contextually associated with the Killan cemetery and the Concession 1 extant properties built by the Scottish families who emigrated there.

Design Value:

The property consists of two joined structures. The earliest building is a one and one-half storey front gabled fieldstone building erected by Donald Ferguson c. 1865 as a commercial building to house a general store, a post office and included the family domicile. The extant 1860s commercial architectural elements include the double-doored first storey entrance with transom, and single large rectangular display windows on either side, originally with 12/8 mullioned panes. The second story has two six over six mullioned windows placed above the display windows.

In 1869 Ferguson built a front-gabled fieldstone one and one-half storey farmhouse adjacent to the rear of the store and connected to it by a single-storey stone extension that served as the post office.

Historical /Associative:

Donald Ferguson was born in Inverness Shire Scotland and emigrated to this property on the First Concession of Puslinch, an area settled and occupied by Highland Scots from the parish of Killean in the Kintyre peninsula in Scotland. Ferguson named the store "Scotch House" and as Postmaster, identified the location legally as "Killean". The farm and its farmhouse were named "Glenmore". The property served as an important commercial and social centre for the area. Ferguson was a community leader in Killean and a Justice of the Peace.

Contextual Value:

The Donald Ferguson property holds contextual significance to the Killean landscape. The adjacent Killean cemetery is on land donated by Donald Ferguson and his neighbour John Thomson and serves as a private burying ground for Killean settlers and their descendants, including the Ferguson family. The Ferguson store and post office are a landmark on a streetscape that includes other extant properties from the mid-to-late 19th century built by Scots from the Kintyre peninsula.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 6714 Concession 1:

Donald Ferguson House and Store Complex:

- All original door and window fenestration
- Extant original windows and doors
- Fieldstone exterior walls, sills and lintels.
- Height, scale, and massing of c. 1865 one and one-half storey general store structure and c. 1869 residence

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch

shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

DRAFT

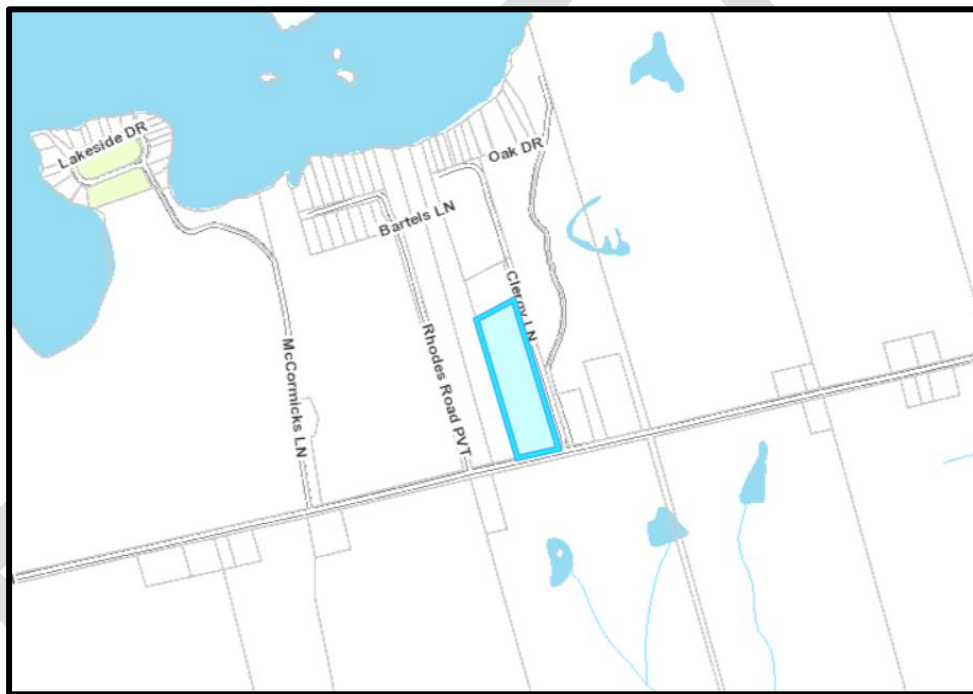


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 6592 Concession 1, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 6592 Concession 1, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 1 Part Lot 5 RP;61R20848 Part 1, municipally known as at 6592 Concession 1, Puslinch.



(Key Map Showing Location of 6592 Concession 1, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 6592 Concession 1, Puslinch, meets the requirements for designation prescribed by the Province of Ontario under the three categories of design value, historical/associative value, and contextual value. The property retains cultural heritage value due to its vernacular fieldstone form, its historical association with nineteenth century hostelry on Puslinch Lake, and its role in the social life of the Killlean community. It also has a historical connection to the founding of the Black Baptist Church in nearby Galt. Contextually, it is the last remaining in-situ domicile of nineteenth century innkeepers on Puslinch Lake.

Design Value:

The property is a vernacular random coursed fieldstone residence built by Puslinch Lake innkeeper Frederick Begerow after 1861. The original cross-gabled farmhouse is one-and-a-half stories and features fieldstone exterior walls with a rubblestone foundation. The property differs significantly from other stone residences built in the same period in the Township which usually maintain a symmetrical side-gabled form. The presence of two separate front entry doors with different interior floor levels suggests the structure was built in two stages and may have a precedent in German architecture. Multiple additions in the 20th and 21st centuries have altered some of the exterior facades.

Historical/ Associative Value:

The property was occupied until c. 1850 by James Thompson, a Black preacher and barber who lived in a log house on the lot. He founded the first Black Baptist Church in nearby Galt. German immigrant Frederick Begerow purchased the property in 1855. He built and operated the Highland Chief Inn and tavern on the property at the extreme south-east corner of Puslinch Lake. The 1861 census enumerated him as a tavern-keeper and farmer operating out of a log building. The present stone farmhouse was built in the early 1860's. His youngest son, August, occupied the property once his father had passed away.

During the summer months, the Highland Chief Inn was one of five hotels on Puslinch Lake that hunters, fishers, and vacationers would stay at, as the lake offered an abundance of game to be caught, as well as ample room for leisure. August considered the location one of the healthiest summer resorts within Western Ontario. Begerow's name for his inn "Highland Chief" reflected the predominantly Highland Scots community in which he and his family settled.

The Begerow's also provided entertainment on their property while they lived there, owning a log tavern at the front of the property. August was an avid accordion player and could be seen playing alongside Archibald Ramsay, William Young, and Anthony Robertson, who were all local violinists.

Present owner Betty Anderson notes that in 1977 an elderly neighbour recalled attending dances in the stone house. Temporary supports would be propped up under the beams in the cellar to support the dances.

Contextual Value:

The farmhouse is the only extant residential property connected to the once thriving hostelry industry on Puslinch Lake.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 6614 Concession 1:

- Original stone exterior walls.
- Original/extant fenestration.
- Height, scale and massing of the original one and one half-storey structure.

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

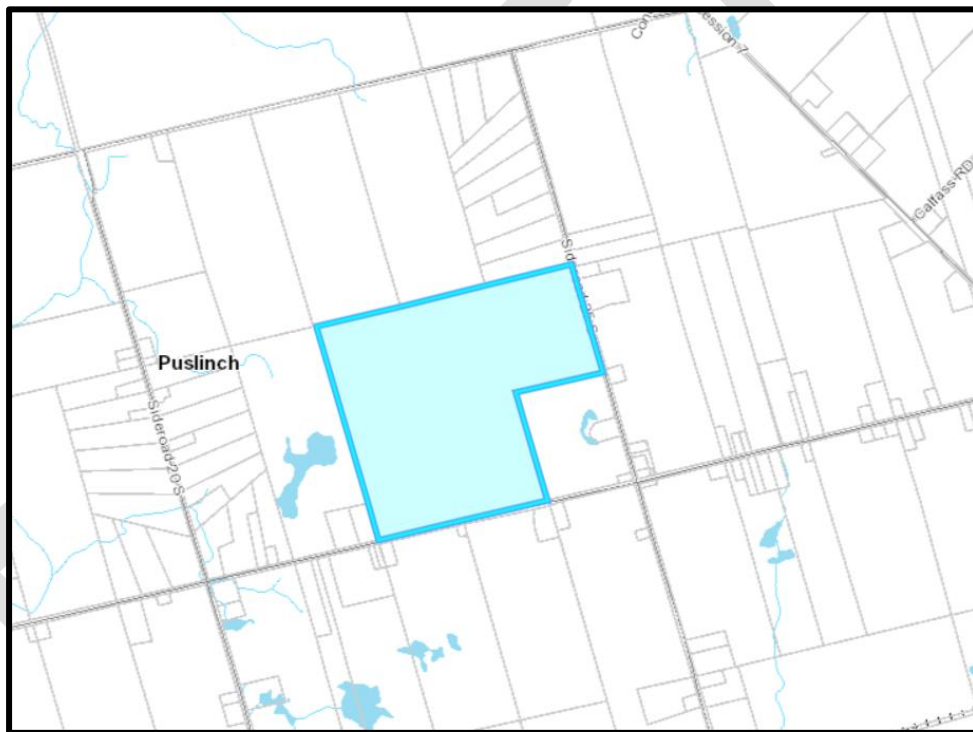


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 7098 Concession 1, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 7098 Concession 1, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 1 Front Part Lot 25 Lot 24; Lot 23, municipally known as at 7098 Concession 1, Puslinch.



(Key Map Showing Location of 7098 Concession 1, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property situated at 7098 Concession 1, Puslinch, 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 retains significant design value due to its rarity; it is one of the few remaining log houses in the Township, and one of the few early properties with a record of the carpenter and stonemason who constructed it. The property is historically associated with Highland Scots settlement in the Killan and Crieff area of Puslinch

Township, and also with John Bayne Maclean and his endowment of this property to the Presbyterian Church of Canada.

The property is contextually associated with the other properties of cultural heritage significance on Concession 1 including those properties that were once part of MacLean's model farm "Crieff Hills" and are now part of the Crieff Hills Retreat Centre.

Design Value:

Log cabins and log house residences were the predominant residential architecture in Puslinch Township from the earliest European settlement in the 1820s until the latter part of the nineteenth century. Their design illustrates the function of environment, technology and community effort on vernacular architecture in the settlement period. Despite their ubiquitousness in the mid-1800s, very few of these architectural forms have survived. The property at 7098 Concession 1 is a rare example of a c.1845 one-and-one-half storey side-gabled log house constructed of large horizontal hewn pine logs laid with dovetailed corners and plaster chinking. A central entrance door has single windows on either side. The rear wall has two small windows on the first floor. Original window fenestrations are in the upper storey under the gable ends. All these fenestrations were cut in after the logs walls were assembled. Across the front facade is a roofed and timber supported open veranda with a stone floor. An original interior fireplace features a large cut stone firebox and fireplace surround, with separate stonework for the hearth, and a stonework chimney. The carpenter associated with this house was Peter Lamont, who was also the carpenter for the Ellis Chapel and the Alex Thomson house. The stonemason was Angus McDonald. Presently the east log facade has board siding bearing a large cross symbol. Under the ownership of John Bayne MacLean, a single-storey side-gabled early hewn log building with squared corners was added to the west side of the log house.

Historical/Associative Value:

The property has a strong connection to Highland Scots immigration from Argyllshire to the areas of Puslinch known as Crieff and Killean. The house was constructed in 1845 for John Thomson, who immigrated from Kintyre, Argyllshire and settled on Concession 1 in the early 1840s. Peter Lamont, carpenter, played a pivotal role in hewing the pine logs to be used in its construction. Angus McDonald, a highly esteemed mason in the Township, contributed his expertise to the project. Thomson donated part of this lot to provide for a public school. The initial log building for School Section 6 was ultimately replaced in 1874 with a stone schoolhouse, presently repurposed as part of the Crieff Hills Retreat Centre.

Colonel John Bayne Maclean, the founder of Maclean's magazine, The Financial Post and Maclean-Hunter publishers was born in Crieff, where his father was the minister of the Knox Presbyterian Church. MacLean bought several lots of land and buildings in Crieff, including the former Thomson property to build a model farm called "Crieff Hills". When he died in 1950 he left 250 acres of this land to the Presbyterian Church of Canada. This property developed into Crieff Hills Retreat Centre.

Contextual Value:

The property is contextually associated with the other properties in the area settled by Argyllshire Scots, as well as other heritage properties, including the Crieff schoolhouse, that are now part of the Crieff Hills Retreat Centre owned by the Presbyterian Church of Canada.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 7098 Concession 1:

John Thompson House:

- Hewn Log walls
- Height, scale and massing of the original one-and-a-half-storey structure
- Stone foundation
- Veranda roof support beams
- Original stone fireplace, hearth and chimney
- Extant original fenestration

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust



THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 69 Queen St, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 69 Queen St, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Plan 135 Lot 5, municipally known as at 69 Queen St, Puslinch.



(Key Map Showing Location of 69 Queen St, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 69 Queen Street, Morriston, 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 at 69 Queen Street Morriston includes a blacksmith shop built c.1866 to replace a previous shop on the same site that was destroyed by fire in 1865. The property retains cultural heritage value in its stone architecture which is a function of the building's purpose for blacksmithing, a historical craft industry that is now redundant. The property stands as one of the last extant purpose-built industrial buildings from the 19th century in

Morrison and is contextually connected to the Queen Street streetscape and other properties in the Village.

Design Value:

The property's single storey, low pitched, front-gabled roof and deep rectangular form reflect its original function as a blacksmith shop; a once significant and vital craft industry in the communities in Puslinch. The building is constructed of local fieldstone with lime taping and features a wide central entrance at the front facade designed to allow for horses and wagons. This entrance has single windows on each side. One of these windows has since been altered to create a doorway. Windows are spaced evenly along each side facade to allow light into the building. An original doorway is intact on the north-west side of the structure and all fenestrations have stone voussoirs. Presently the building is a residence.

Historical/ Associative Value:

The origin and evolution of this building is directly associated with the changing technology and commerce of Morrison. Blacksmiths were essential services in the Township's villages during the 1800s and early 1900s and formed either the primary industry or were one of the core industries of the community. These craft industries were gradually subsumed by foundries. The property located at lot 5 (PLAN 135) 69, Morrison, Ontario, holds significant historical value dating back to its ownership by the McEdwards family until 1865 when it was destroyed by fire. Following this event, George Elfner bought and rebuilt the blacksmith shop on the property, where he operated it until 1890.

Subsequently, the property transitioned to a gristing business until 1898 when it was acquired by R. A. Butchart, who converted it into a Cooperage. In 1922, the property saw a transformation when Albert Huether, the son of German blacksmith John Huether, established Heuther's Garage. This family-operated garage became a cornerstone of the community for two generations, with Albert's son, William (Bill) Huether, continuing its operation until 1964, when the business relocated to a new location down the street.

Over the years, the property has witnessed various commercial endeavors, including its last known business, Morrison Lock and Key. Despite its commercial history, the property has undergone renovations and now serves as a residential dwelling.

The historical narrative of the property encapsulates the evolution of Morrison's economic landscape and the contributions of its inhabitants to the community's development. As such, the property holds significant cultural and contextual value, representing a tangible link to Morrison's past. The property is also associated with many of the early settler families in the area, including the McEdwards and the Huether families.

Contextual Value:

The property is contextually significant to the main street of Morrison. It is a vestige of the mixed industrial, commercial and residential streetscape that characterized Queen Street for a century. Since these stores and industries have become redundant, like this structure, many of these properties have been adaptively reused as residences. The property reflects the changes in required services as carriages gave way to cars, and

wood barrels were replaced by mass manufactured plastic containers. As such, the property stands as a defining feature of both the landscape and the area's physical history, reminiscent of the initial drive to establish settlement in Morriston.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 69 Queen St:

- All original fenestration
- Original foundation
- Stone exterior walls
- Stone voussoirs
- Height, scale and massing of the original one storey component.

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust



THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 56 Queen St, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 56 Queen St, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Plan 135 Part Lot 6, municipally known as at 56 Queen St, Puslinch.



(Key Map Showing Location of 56 Queen St, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 56 Queen Street, Morriston 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 retains significant architectural value in the materials, form and mass of the log residence. It has significant historical association to the John Calfass family, one of the three founding families of Morriston. Additionally, the property holds contextual significance in multiple ways with the heritage properties on the Queen, Calfass and Victoria streetscapes.

Design Value:

Log cabins and log house residences were the predominant residential architecture in Puslinch Township from the earliest European settlement until the latter part of the nineteenth century. Their design illustrates the function of environment, technology and community effort on architecture in the settlement period. Despite their ubiquitousness in the mid-1800s, very few of these architectural forms have survived. This property stands as one of the earliest log houses in the Township, and is a rare example of a substantial one-and-a-half storey side-gabled log house built in the early 1830s. The residence is constructed of extremely large square-hewn pine logs laid horizontally with dovetailed corners. This horizontal log construction was initially chinked with moss or plaster. Entrance and window fenestrations were cut into the log walls after they were assembled. The original fenestrations on the front facade have been altered: an early entrance door fenestration was changed into a window and the current front door fenestration was a former window. When constructed, the building had at least two main rooms on the first floor which accounts for the original offset entrance. Otherwise, original window fenestration on the first and second storeys is intact on the front and side facades. Dormers have been added in recent years to the second floor, as has a full elevation addition at the rear. The exposed logs on the south side of the house are intact but now obscured with board siding added in 2023 to manage log deterioration.

Historical/ Associative Value:

The property was originally constructed in the 1830s or early 1840s by John Calfass on his 100 acres of Lot 6 PLAN 135. German immigrants, John Calfass and his family along with the Morlock and Winer families, formed the three settling families in the Morriston area. This property is one of the earliest extant residences in the Township.

In 1854, Calfass built a stone house for his family south of the log house and sold the property to another German immigrant, John (Johann) Stein. Stein operated his cooperage business from the basement at the rear of the house. The back opening of the house also led to a cultivated orchard. His wife Elizabeth was known as a respected healer.

Following John Stein's passing in 1894, his wife and their daughter Mary relocated to Victoria St. in Morriston, engaging in a house exchange with George Finkbeiner. After Elizabeth's demise in 1903, the Finkbeiner family purchased the property.

All three owners of the property, Calfass, Stein, and Finkbeiner, played integral roles in establishing the German Evangelical Church, which still exists today.

Contextual Value:

The property holds significant importance in defining the character of the area due to its direct association with the early settlement in the Morriston area. It forms an essential part of the streetscape that distinctly represents this early settlement, featuring neighboring residences such as the Morlock's, Schlegel, Calfass cottage and Leitch/Wurtz houses. Moreover, the property's proximity to the German Evangelical church (which was initially a log building adjacent to the residence) serves as a testament

to its historical connection with the surrounding community. Its size and frontage on Queen Street have made it a landmark in Morriston and the Township of Puslinch.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 56 Queen St:

John Calfass/Stein House:

- Height, scale, and massing of original one-and-a-half storey property
- Logs and other original material used in the construction
- Log wall construction with dovetailed corners
- Extant original fenestrations

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust



THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 6 Victoria St, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 6 Victoria St, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Plan 135 Lot 38 Lot 39 W/S;Victoria St, municipally known as at 6 Victoria St, Puslinch.



(Key Map Showing Location of 6 Victoria St, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 6 Victoria Street, Morriston, meets the requirements for designation prescribed by the Province Ontario under the three categories of design/physical value, historical/associative value, and contextual value.

The property located at 6 Victoria Street, Morriston has significant design value due to its distinctive architecture and intricate design elements. The property also retains significant historical value due to its association with Herbert Leitch and August Wurtz who were active members of the local German community. Contextually, the property has significance in its location on an intact 19th century streetscape of properties built by German immigrants who settled the village of Morriston.

Design Value:

Unique to Puslinch Township, this property is an exceptional example of a triple-gabled, straight coursed fieldstone residence of one-and-a-half storeys. This design is distinctly Victorian. Significant elements of this style include the cross-gabled roof with twin peaked front-gabled bays, each with a matching gothic arched window centred below. These windows have cut limestone voussoirs. Between these gables is a central gabled and recessed entrance way, fitted with a transom and sidelights. Above the entrance is a small arched window with carved limestone hood mould with central keystone. The exterior walls are limestone, fieldstone and dolomite courses with lime taping. Quoins, lintels, and some voussoirs are whirlpool sandstone.

Historical /Associative:

The property, located on Lots 38-39, PLAN 131, was initially owned by Charles Calfas. The present structure is a renovation of a cottage built by stonemason Herbert Leitch, a German-born resident of Morriston, in 1885. In 1890, the property was purchased by August Wurtz, another German immigrant for a sum of \$350. Wurtz took on renovations that may have been done by Leitch and transformed the property into a triple-gabled architectural form. When the Puslinch Heritage Committee initiated their plaquing program for historical properties in 2000, they selected the facade of the Leitch/Wurtz house as the program's logo because of its unique and picturesque design.

Contextual Value:

The property forms an integral part of a streetscape that holds strong connections to the German settlement in the Morriston area. In close proximity to the Leitch/Wurtz house, one can find other significant residences, such as the Morlock, Calfas, and Winer houses. These three families, considered the founding families of Morriston, further underline the historical importance of the area. The property is one of several on Victoria Street built by German immigrants. Moreover, the property's proximity to the German Evangelical church demonstrates the preferred settlement location for subsequent German migrants arriving in Morriston after the 1850s.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 6 Victoria Street:

- Original triple-peaked front gabled form and mass
- Original window and door fenestration
- Recessed front entry
- Fieldstone, dolomite, and limestone exterior front and side walls
- Limestone voussoirs, lintels, quoins, and hood mould

It is intended that non-original features may be returned to document earlier designs or to their document original without requiring Council to amend the designating by-law.

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust



THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4162 Highway 6, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 4162 Highway 6, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 7 Part Lots 34; and 35 EXP Plan WC509810;Part 2, municipally known as at 4162 Highway 6, Puslinch.



(Key Map Showing Location of 4162 Highway 6, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 4162 Highway 6, Puslinch 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 designation includes two buildings that have cultural heritage design value: an 1829 log house and an 1875 brick residence. These dwellings showcase the evolution of early European settler architecture in Puslinch in the nineteenth century from early log dwellings to more substantial brick, stone or frame dwellings that replaced the log houses. The property holds significant historical value due to its direct connection with the Paul

Winer family, one of the three founding families in the Village of Morriston, and who, with the Morlock and Calfass family, established a German community in Puslinch. Contextually the property is linked to the neighbouring properties built by the Morlock and Calfass families, as well as the former German Evangelical Lutheran Church, built in 1859.

Design Value:

1829 Log House:

Log cabins and log house residences were the predominant residential architecture in Puslinch Township from the earliest European settlement until the latter part of the nineteenth century. Very few of these architectural forms have survived. The one and one-half log house at 4162 Highway 6 is the earliest log architecture as well as the oldest extant residence in the Township. It is constructed of roughly hewn cedar logs laid horizontally with square notched corners and plaster chinking. The foundation is fieldstone. The fenestrations for the central door and windows on both levels were cut in after the house was assembled.

1875 Brick House:

The buff brick residence built in 1875 is an excellent representation of a one-and-one-half storey, side-gabled 'Ontario House' architecture with a rear side-gabled kitchen tail extension that sits perpendicular to the main part of the building. The Ontario House design is the most represented second stage house architecture in Puslinch Township. The architectural features on this property typify the Ontario House style, notably: a symmetrical front facade with central entranceway with sidelights, side-gabled roof with central gothic peak and gothic window under the peak on the second level. On this property, the gothic window operates as a door to a second level balcony component over the porch at the main entrance. The kitchen tail has a gothic peak/window combination above its entrance. In Puslinch Township Ontario House architecture was usually produced with local fieldstone, but the property at 4162 Highway 6 was built of buff brick laid in common bond sourced from the neighbouring Morriston brickyard. The rectangular windows; one placed symmetrically on each side of the front entrance, two placed symmetrically on each level of the side gabled walls have soldiered buff brick lintels, while the gothic windows have buff brick voussoirs.

Historical/ Associative Value:

The log house, located on Part Lots 33 Rear Concession 7, was built by Paul Winer (1791-1877), and his wife Chistina Mallet (1795-1883), the year after their immigration to Puslinch in 1828. The Winers (German spelling "Weiner) were the first settler family in the Morriston area, making this log house the earliest known extant property in the Township.

Forty-six years later, in 1875, Paul's son John Winer family constructed the new and much larger Ontario House dwelling to accommodate his growing family. (It is worth noting that the barn, which was built in 1860 is still standing, but hasn't been used for livestock for 44 years. There is a date marker on the exterior of the foundation of the barn facing highway built 1860, updated 1910. The original milk house is still on the property).

The homestead is closely linked to successive German immigration to Morriston, and the other extant residences built and owned by German immigrants.

Contextual Value:

The Paul Winer homestead is part of a streetscape that includes residences by the two other founding families in Morriston, the Morlock and Calfass families. The property is also contextually associated with the German Evangelical Lutheran Church in Morriston founded in part by the Winer family.

The property, particularly the log house, is considered a landmark on Highway 6 where it has stood since 1829.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4162 Highway 6:

Paul Winer Log Cabin:

- Original window and door fenestrations
- Original extant windows and doors
- Original foundation
- Cedar log walls
- Height, scale and massing of the one and one-half storey structure

1875 Brick House:

- Yellow brick exterior walls
- Original window and door fenestrations
- Extant original windows and doors
- Ornamentation
- Height, scale and massing of the one and one half storey structure and one and one-half storey kitchen extension

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

DRAFT

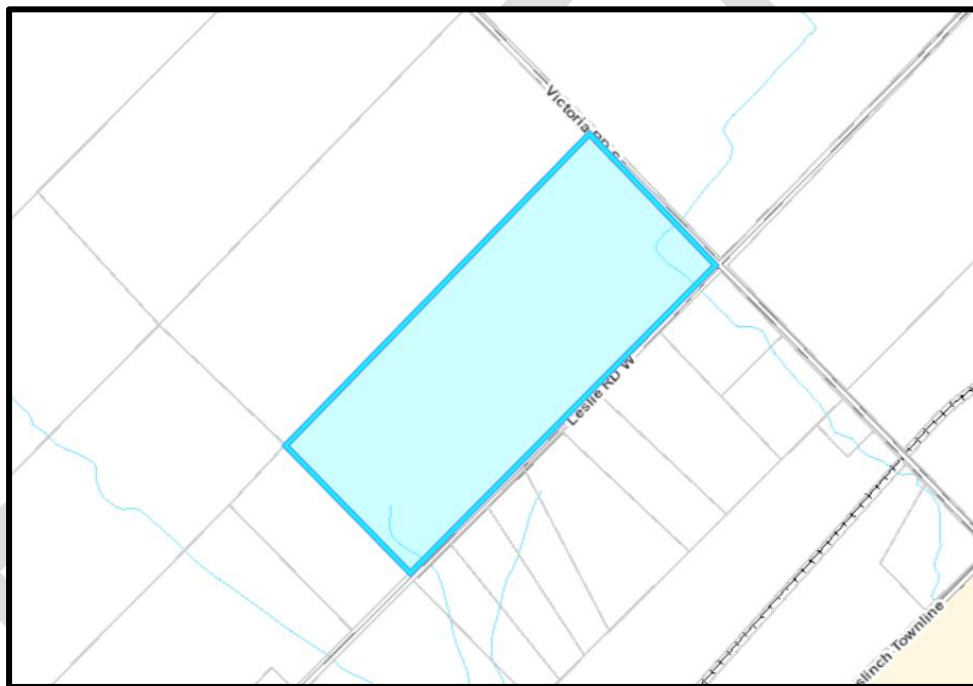


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 7618 Leslie Rd W, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 7618 Leslie Rd W, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 8 Rear Part Lot;35, municipally known as at 7618 Leslie Rd W, Puslinch.



(Key Map Showing Location of 7618 Leslie Rd W, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property situated at 7618 Leslie Road West, Puslinch, 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 possesses significant cultural heritage value retained in its primarily Italianate fieldstone and limestone two-storey residence built in several stages between 1830-1880. The residence has elaborate Gibb design elements, unique within the Township. The property is associated with the Alexander and William Nicoll families and the significant political and military contributions they made to the Township and the

County. Contextually, the property is associated with Puslinch village, a now extant hamlet.

Design Value:

The property is an outstanding example of Italianate architecture c. 1880 in cut limestone with elaborate Gibbs designed rusticated limestone blocks for quoins and surrounds on window and door fenestrations, and carved keystones in large stone lintels. The two-storey house showcases several features associated with the Italianate style, such as its "L" shaped- shaped form, and cross-gabled, roof with wide eaves and decorative scroll brackets, and double stone chimneys. The main wide entrance door has a transom and sidelights. Rectangular sash windows are paired on the upper storey and singular on the lower storey.

An apparently earlier wing of the residence has been covered with roughcast plaster. It may be the part of the residence built in 1860 as a one-story stone residence to replace an earlier log house. The latter was built by Andrew Stahl in the early 1830s from whom Alexander Nicoll and Mary Nicoll purchased 7618 Leslie Road after immigrating from Scotland in. They lived in this log house until Alexander Nicoll passed away in 1860. At that time the neighbouring Leslie family aided them in building a single-storey stone residence. About 1880 a second storey was added and the extensive Italianate two-storey addition was built.

Historical/Associative Value:

William Nichol (1845-1921) was a person with political and military significance to the Township and County of Wellington. He was fifteen in 1860 when his father died. Like his father, William Nicoll became active in Puslinch political life, serving as a Councillor (1869-1894) and Reeve (1882-1894) of the Township and Warden of Wellington County (1892). He also served in the local militia from 1861-1900 and was called up during the Fenian Raids. In 1895 he was made Lieutenant Colonel of the Field Artillery. Nicoll spent the remainder of his life in the farmhouse.

Contextual Value:

The property stands out as a distinctive residence within its neighbourhood of Scottish stone masonry properties that once belonged to the extant hamlet of Puslinch. The property provides a visible and notable locus of the area's culture and farming history. The size and outstanding architecture of the property makes it a landmark in the southeastern corner of the Township.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 7618 Leslie Rd. W:

William Nicoll House:

- Limestone exterior walls
- Original/extant Gibbs detailing on quoins, door and window fenestration
- Roofline
- Form and massing of property

- Low Eaves with decorative scroll brackets
- Limestone Italianate chimneys

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

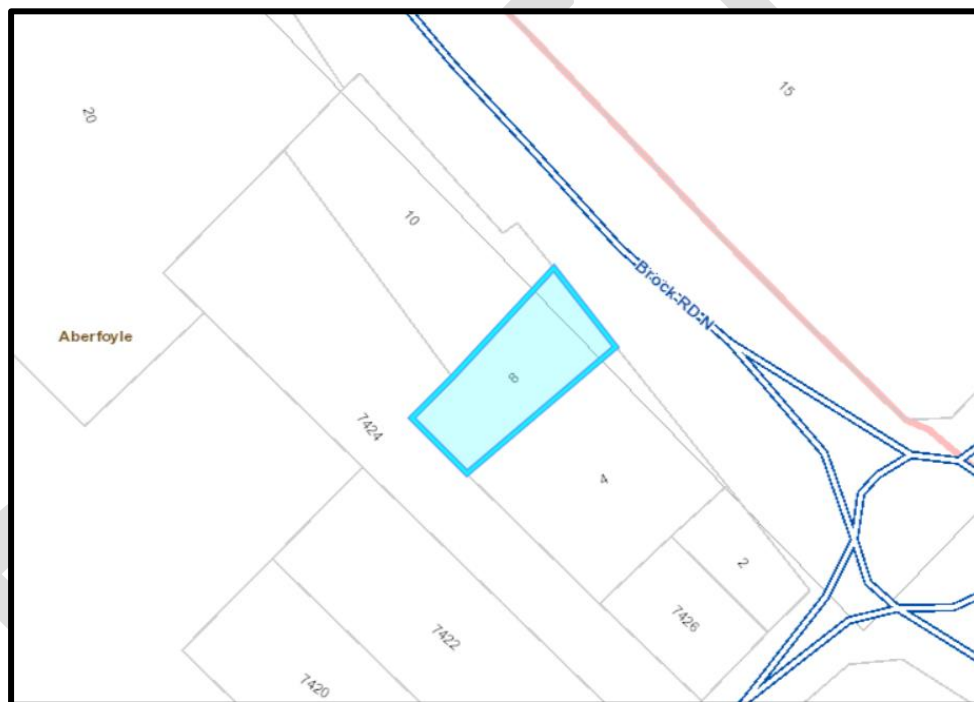


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 8 Brock Rd N, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 8 Brock Rd N, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 7 Rear Part Lot 20, municipally known as at 8 Brock Rd N, Puslinch.



(Key Map Showing Location of 8 Brock Rd N, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property at 8 Brock Road North, Puslinch, 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. Constructed c. 1860 this two-storey stone structure was built as a blacksmith shop and later accommodated a wagon and carriage shop on its upper floor. The building provided blacksmith services for Puslinch into the twentieth century. It is a landmark on the Aberfoyle Brock Road streetscape.

Design Value:

8 Brock Road is a large vernacular two-storey side-gabled fieldstone structure, built as a blacksmith's shop C.1860, and later renovated to incorporate a carriage-making and

repair shop on the upper floor. These functional uses are reflected in the extant architecture; notably a wide central entrance on the front facade with paired windows at each side of the entrance used for a blacksmith shop. The rear of the building has a banked elevation designed to allow carriages into and out of the upper floor for construction and repair for a carriage making business. This function is evident in the extant foundation. The front facade has three original window fenestrations with replacement sash windows on the upper storey. Two original window fenestrations are under each side gable on the upper storey. Window and door fenestrations feature stone voussoirs and sills. The rear exterior of the building has undergone modern renovation and expansion.

Historical/ Associative Value:

The origin and evolution of this building is directly associated with the changing technology and commerce of the Township. Blacksmiths were essential services in the Township's villages during the 1800s and early 1900s and formed either the primary industry or were one of the core industries of the community. These craft industries were gradually subsumed by foundries. Likewise wagon and carriage making and repair was essential in a 19th century farming community. Presently the building is a custom home interiors and design store for the Puslinch and area community, reflecting recent residential expansion on former agricultural lands.

Records indicate the building was constructed circa 1860 by Alex McKenzie. Originally intended as a blacksmith shop, the property was operated as such by the Bickley family for a number of years and later by Walter Warren. By the 1880s the upstairs of the building had been repurposed for Mr. Hugh Campbell, who operated a wagon and carriage shop. In order to accommodate the construction and movement of wagons, significant renovations were carried out, including the addition of large double doors and windows, as well as raising the ground level at the back of the building.

In 1896, James Mason converted the former carriage shop into a residence for his family. The building continued to be used primarily as a residence for the next century. The property now houses a home interiors business and in 2005 a large addition was built adjacent to the south side and rear of the original building for this purpose.

Contextual Value:

The building holds a prominent position on Brock Rd and serves as a significant landmark at a major crossroad in the Township.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 8 Brock Rd. N:

- Original/extant door and window fenestration on front and side facades
- Height, scale, and massing of the original two storey building
- Stonework on exterior walls
- Stone lintels and voussoirs

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

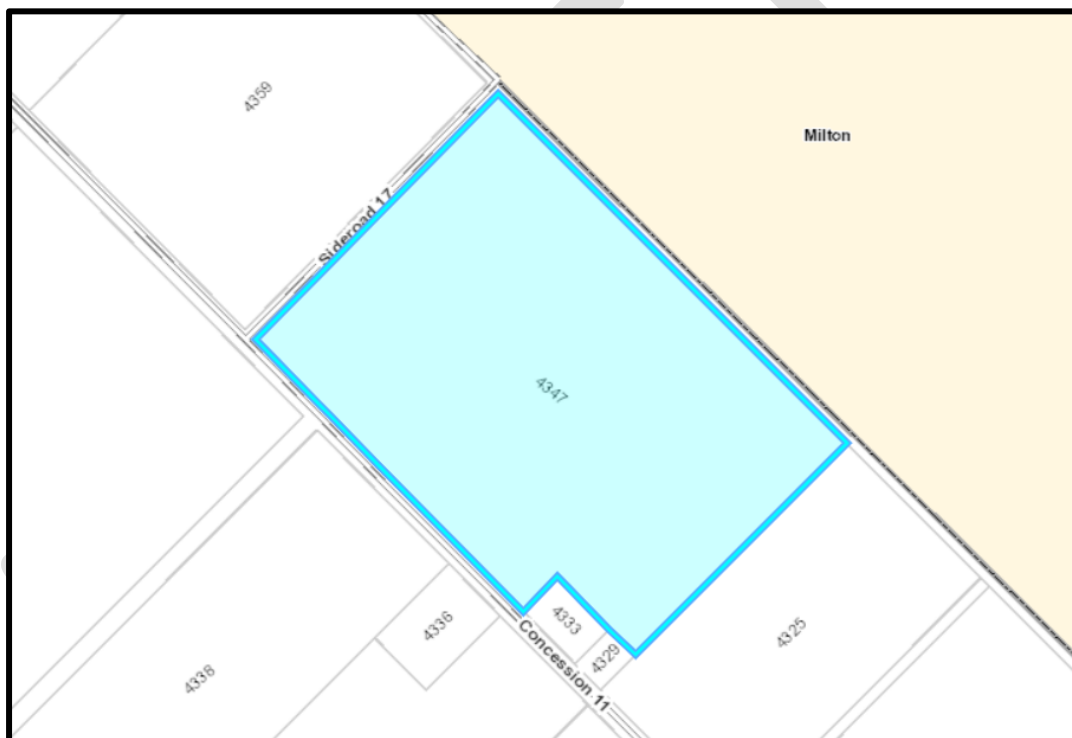


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4347 Concession 11, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 4347 Concession 11, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 11 Part Lots 25 and 26 Part RD;Allow, municipally known as at 4347 Concession 11, Puslinch.



(Key Map Showing Location of 4347 Concession 11, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property, situated at 4347 Concession 11, Puslinch, 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.

This property holds significant cultural heritage value retained in its exceptionally fine Neoclassic architecture rendered in stone. It is historically linked to the McLaren family, and Highland Scots immigration from Perthshire to the Corwhin and Badenoch areas of the Township. It is contextually related to properties with similar architecture from the

same period on Wellington Road 34, Watson Road and Arkell Road, including properties built by Robert Lamb, stonemason.

Design Value:

The residence on the property is an outstanding representation of domestic architecture in a Neoclassic style of the mid-1860s. The two-storey stone residence with side gabled roof illustrates features of this style including; a five-bay symmetrical front façade with central entranceway with transom and sidelights, large double hung vertical windows on both stories, and paired stone chimneys. A one and one-half storey side-gabled kitchen extension with gabled dormers and a large stone chimney is at the rear, perpendicular to the main part of the house. The front facade of the house is squared ashlar limestone with lime mortar, large tooled limestone lintels, sills and quoins. The side facades are coursed limestone and the extension is random coursed rubble stone. Decorative bargeboard trim in an elegant open weighted scallop pattern is applied along the roofline of the main part of the house with large turned vertical finials at gable ends and peaks. The front portico is a replacement. Robert Lamb, son-in-law of the property builder is believed to have been the mason. The property is named "Stonefield."

Historical / Associative Value:

The property, situated on Lots 25 and 26, Concession 11, was initially acquired by Peter McLaren, a Scottish immigrant from Perthshire who arrived in the Corwhin/Badenoch area in 1831. Circa 1863, either Peter or his son James McLaren and wife Margaret Stewart commissioned the construction of the stone house on the property, where they resided until 1883. Following their departure, James' nephew, John McKenzie, purchased the farm while James and his family relocated to Drumbo. John McKenzie later sold the property to his son-in-law, R.T. Amos, who held ownership until 1944. With the sale in 1944, the 110-year ownership by Peter McLaren and his extended family ended. James' brother, Peter McLaren, taught at the Corwhin school for over 20 years and was named "The Professor of Puslinch."

Contextual Value:

The property seamlessly aligns with and enhances the character of the area as it contributes to a series of properties in the eastern part of the Township that were constructed in the Neoclassic style for Scots from Perthshire. Among these residences are notable examples such as the Duncan Campbell, and Duncan McFarlane properties. Robert Lamb was also the stonemason for the Arkell Teacherage and the property at 4677 Watson Road South in Puslinch. The property and those in the area serve as physical evidence of the collective significance of Highland Scot settlement during the late 18th to mid-19th century in the landscape and culture of Puslinch Township.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4347 Concession 11:

- Original door and window fenestrations
- Limestone masonry walls, lintels and sills
- Bargeboard scallop ornamentation and finials
- Stone chimneys

- Height, scale, and massing of original two-storey property and one-and-one-half story original kitchen extension

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

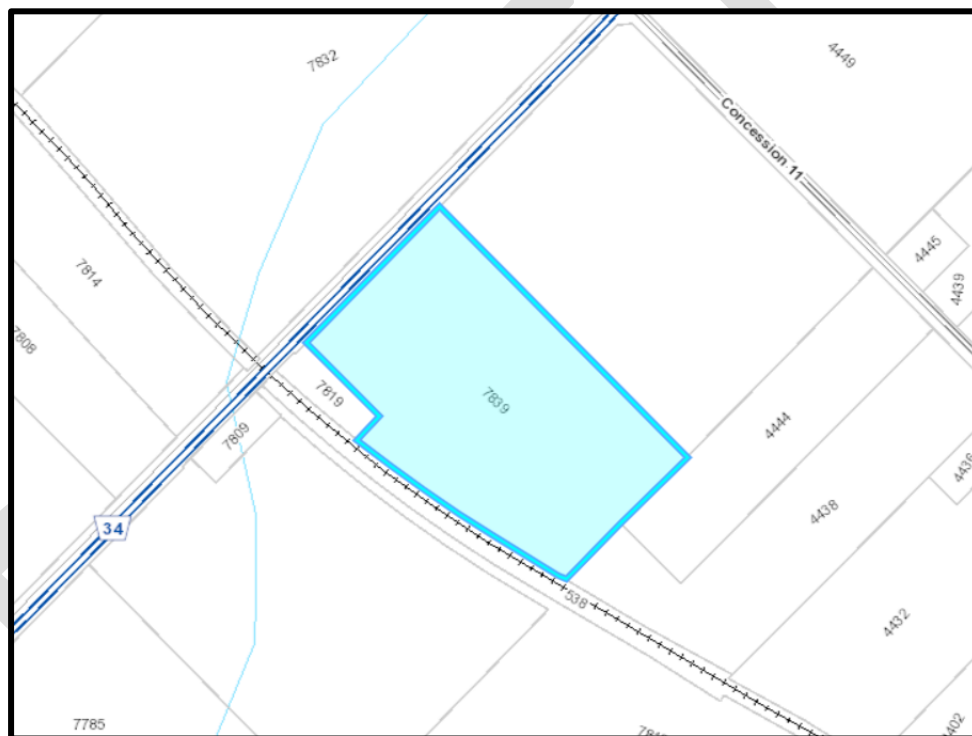


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 7839 Wellington Rd 34, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 7839 Wellington Rd 34, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX**.

Description of the Property

The subject property is described as being Concession 10 Rear Part Lot 21 RP;61R5198 Part 1, municipally known as at 7839 Wellington Rd 34, Puslinch.



(Key Map Showing Location of 7839 Wellington Rd 34, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property situated at 7839 Wellington Road 34, Puslinch 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 possesses significant cultural heritage value retained in the early vernacular Neoclassic architecture rendered in large fieldstones and retained in the direct historical association with the early settlement of the Corwhin region by Highland Scots immigrants, including the Duncan Campbell family. Contextually the property is associated with both the Corwhin School and the extant Corwhin post/office store which was owned and operated by the Campbell family.

Design Value:

The property serves as one of the earliest examples in Puslinch Township of a two-storey fieldstone residence designed in a vernacular Neoclassic style. Features of this architecture include the symmetrical three-bay façade, side-gabled roof, matching end gable interior stone chimneys, rectangular sash windows, and a centrally positioned door with a transom and sidelights. Above the entrance is a double window fenestration. First storey windows are taller than those on the second storeys.

The residence is on a rubble raised foundation. The front facade is very large straight-coursed stone blocks with cut stone soldier lintels; striated lintels are found on the side facades. Sills are single stones. A fire that occurred many years ago resulted in the front lintels becoming charred, imparting a unique colour and overall appearance to them. A one and one-half storey board and batten addition has since been added at the rear wall.

Historical/ Associative Value:

The Duncan Campbell family immigrated to Puslinch from Perthshire, Scotland in 1833. By the 1850s, Duncan Campbell Jr. had become the owner of Lot 21 Rear Concession 10 (7839 Wellington Road 34) and neighbouring Lots 19 and 21 Front Concession 11. The construction of the stone house took place during his ownership and prior to 1861. Campbell secured a post office for the area and built it on the northwest corner of the property. Eventually a store was added to the property and operated by the Campbell family. The post office continued its operations on the property until 1912, coinciding with the introduction of rural mail services in the Township, leading to its closure.

Contextual Value:

The Duncan Campbell property stands within a larger landscape of other properties in the eastern part of the Township settled by Highland Scots. It is the earliest property in the area built in the Neoclassic architectural style. Its presence contributes to the cultural narrative of the successful immigration of Highland Scots and due to its relatively early construction, it stands as a symbol of community strength and resilience. Furthermore, the property is intricately linked to the landscape of the extant hamlet of Corwhin, particularly its school and former store and post office buildings.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 7839 Wellington Rd. 34:

- Original foundation
- Exterior stone walls, lintels and sills.
- Height, scale, and massing of original two storey property
- Paired Chimneys
- Original window and door fenestrations

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

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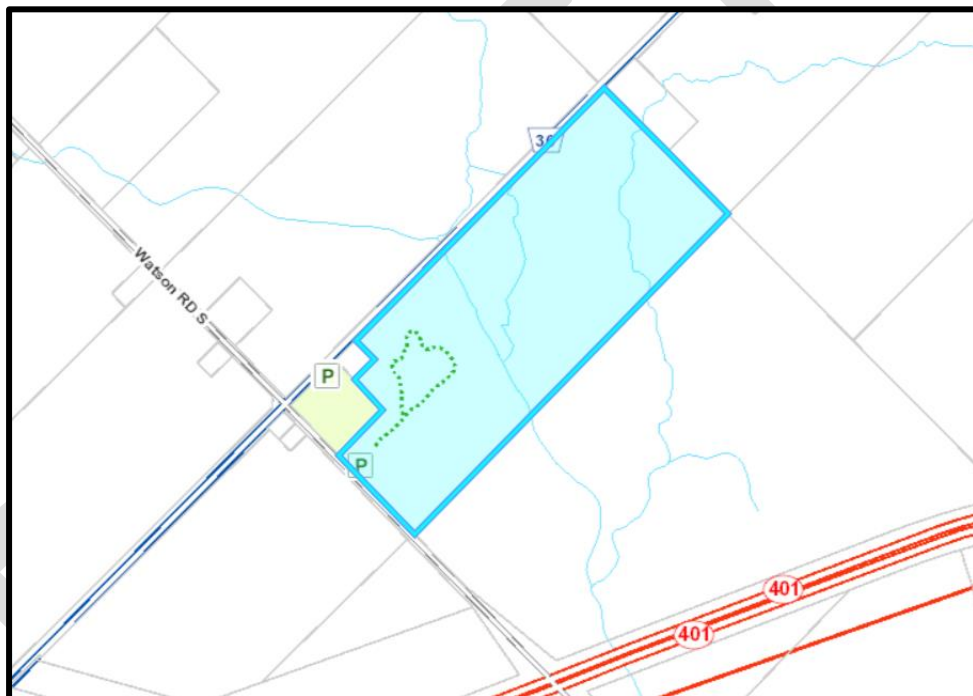


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4217-4223 Watson Rd S, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 4217-4223 Watson Rd S, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX**.

Description of the Property

The subject property is described as being Concession 10 Front Part Lot 31, municipally known as at 4217-4223 Watson Rd S, Puslinch.



(Key Map Showing Location of 4217-4223 Watson Rd S, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 4217-4223 Watson Rd S, the former "School Section 9" possesses significant cultural heritage value due to its role in the educational and social history of the Badenoch area. This value is retained in the one room schoolhouse on the property. This building represents the efforts of the board of School Section 9 to provide public elementary education to the local community. The school was constructed in 1889 following building plans published by the Ontario Department of Education in the mid-nineteenth century as a guide. The property's design value is underscored by the schoolhouse architecture rendered with Italianate detail and cut-stone masonry. The schoolhouse's strategic placement has defined the geographic locus of the Badenoch community to the present. Given its pivotal role in the history of Puslinch, both the property

and its schoolhouse hold the status of 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 features an outstanding example of an Ontario one-storey stone schoolhouse, built in 1889, with Italianate details. The building features representative elements of late-nineteenth century Ontario schoolhouse design: front gable roof, single-storey rectangular form, large window fenestrations on the side walls with stone soldier lintels and sills, and a front facade with two entrances: one for girls and one for boys. Noteworthy features include the application of Italianate details: wide eaves and paired "C" style brackets with finials, ashlar limestone masonry walls with lime-taped coursing, large segmented arched sash windows with 6 over 6 panes spaced on both side walls of the building, and a matching window on the front facade centred between twin entrances for girls and boys. Each entrance has a segmented arch equipped with a three-pane transom. All fenestrations are fitted with segmented stone lintels and moulded keystones, including the engraved datestone "S.S. No. 9 1889 Puslinch" located under the gable. The wood belfry is original, and the bell replaced in 2004. The south-facing rear window has been replaced to accommodate a single entrance. Although not listed here as heritage attributes, it should be noted that much of the interior of the schoolhouse retains its original elements from the period of its closure in the 1960s, including slate blackboards, schoolhouse lamps and painted beadboard paneling. In addition, the schoolhouse site includes a large, landscaped playground.

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. The property at Lot 31, Front Concession 10, was initially owned by John Campbell, a skilled shoemaker. This location served as the setting for open-air church services, conducted across the road from the old blacksmith shop. The Duncan Martin family also resided on this same lot. Throughout the property's history, three schools were established on its grounds, with the present-day schoolhouse being constructed in 1889. This schoolhouse remained in operation until December 1964 when students were bussed to a consolidated school. The Badenoch community chose to financially support and operate the property as a community centre after the schoolhouse closed in 1964. Of all the 12 Puslinch schoolhouses decommissioned in the early 1960s, the Badenoch schoolhouse remains the only one in public hands. The property and its schoolhouse have transformed into the Badenoch Community Centre and Park. It is owned by the County of Wellington.

Contextual Value:

The property is surrounded by several other heritage properties in the Badenoch community. These residences, including the John J. McRobbie and Peter McLean houses, among others, were built by immigrants from the Badenoch area of Scotland who arrived here in the 1830s and who played a significant role in shaping and establishing

this area of the Township. Furthermore, the property holds the status of a landmark due to its rich and complex history within the Township. Over the years, it has served numerous generations and families, playing crucial roles in both education and civil activities.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4217-4223 Watson Rd S:

Badenoch Schoolhouse:

- Height, scale, and form of building
- Limestone exterior walls, with ashlar masonry and lime-taped coursing
- Extant original doors and windows and transoms
- Segmented stone fenestration on windows and doors
- Stone lintels with keystones
- Tooled stone sills
- Wood eaves and brackets
- Belfry and bell
- Ornate datestone showing date of construction

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

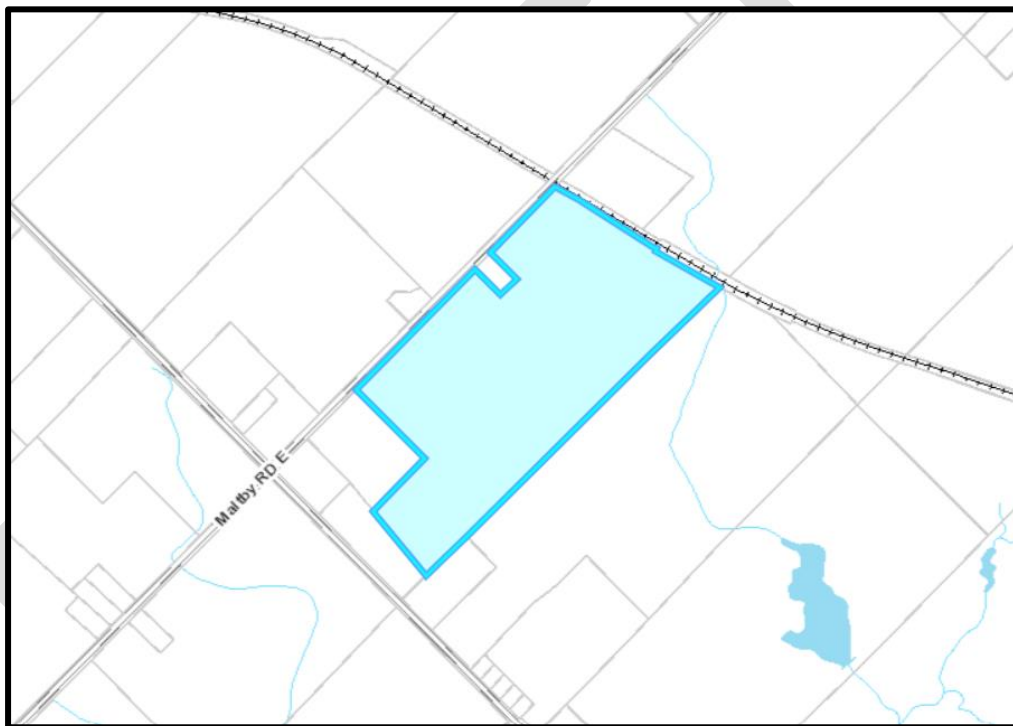


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 7751 Maltby Rd E, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 7751 Maltby Rd E, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 10 Part Lot 16 RP;61R2020 Part Part 2, municipally known as at 7751 Maltby Rd E, Puslinch.



(Key Map Showing Location of 7751 Maltby Rd E, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property situated at 7751 Maltby Road East, Puslinch, 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 holds significant cultural heritage value in the exceptional architecture and stonemasonry of the primary residence. The property is associated with the McFarlane family, early settlers in Puslinch. The current structures were built for Duncan McFarlane, a farmer and prominent community figure in Puslinch Township during the latter half of the nineteenth century. The property is contextually associated with other nearby

residences constructed by mason Peter Hume, a Scottish stonemason, and with School Section No.10, also known as the Corwhin Schoolhouse.

Design Value:

The property is an outstanding representation of a two-storey side-gabled Neoclassic stone residence, with a one-storey side-gabled kitchen tail perpendicular to the main building. The structure encompasses features that characterize Neoclassic style, such as a three-bay front façade, large quoins, wide cornices, tall rectangular window fenestration with voussoirs, and a central entranceway with stone voussoir, transom and side-lights. The reproduced windows maintain mullioned panes. Original stone chimneys are at gable ends of the house.

The residence was constructed in 1870 by Peter Hume, using distinctive Aberdeen bond masonry on the front and side facades, a style used in Scotland and brought to Puslinch by Scottish stone masons. Notably, the coursed stone walls are constructed using fieldstone and granite, alternately laid with “H” connector stones in the Aberdeen masonry style. Large slab limestone quoins and voussoirs highlight the corners and window and door fenestrations. The kitchen tail of the property is likewise constructed of fieldstone and granite with limestone voussoirs.

Historical/ Associative Value:

The residence was built on the land originally owned by John McFarlane, the father of Duncan McFarlane. John purchased Lot 16 and part of 17 on Concession 10 upon his arrival from Perthshire, Scotland in 1834, becoming one of the first settlers in the north-eastern part of the Township. He owned the first store in Aberfoyle and named the village after his Scottish birthplace in Perthshire. Duncan, at the age of 16, accompanied his father to Puslinch from Scotland and assisted in clearing the farmland (Annals of Puslinch: 1850-1950, 73).

Duncan McFarlane remained on Lot 16 and in 1870, he commissioned the construction of the present property. He employed stonemason Peter Hume, who utilized large limestone slabs from Georgetown to build the house. The property served as Duncan McFarlane's residence while he dedicated his time to various roles in the community. He served as a founder of the School Section 10, School Trustee, Township Councillor for twenty years, Deputy Reeve for three years, and was a Justice of the Peace member until his passing in 1892.

Following Duncan's death, his youngest son, Robert James McFarlane, took over the homestead and resided there until his own passing in 1927. By 1950, Duncan, the son of Robert, had become the occupant of the property.

The property remained within the McFarlane family for several generations until recently when it was sold. The new owners conducted sympathetic renovations, aiming to preserve the physical appearance of the property as closely as possible to its original state.

Contextual Value:

The property maintains a strong visual and historical connection to its surroundings, as it stands amidst numerous residences belonging to Scottish settlers from Perthshire in the Badenoch/Corwhin/Arkell area, as well as other structures built by Peter Hume. Its physical presence serves as a testament to the craftsmanship of local tradesmen and highlights the interplay between industries beyond Puslinch, as the building materials were sourced from nearby areas. Furthermore, the property effectively exemplifies its purpose within its immediate environment, having served as a farmhouse for the adjacent farmland owned by the McFarlane family.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 7751 Maltby Rd. E:

Duncan McFarlane:

- Original fenestration
- Extant doors and windows
- Limestone and granite bricks exterior walls and Aberdeen bond masonry
- Original chimneys
- Limestone voussoirs and quoins
- Height, scale, and massing of the two storey residence
- Original stone chimneys

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

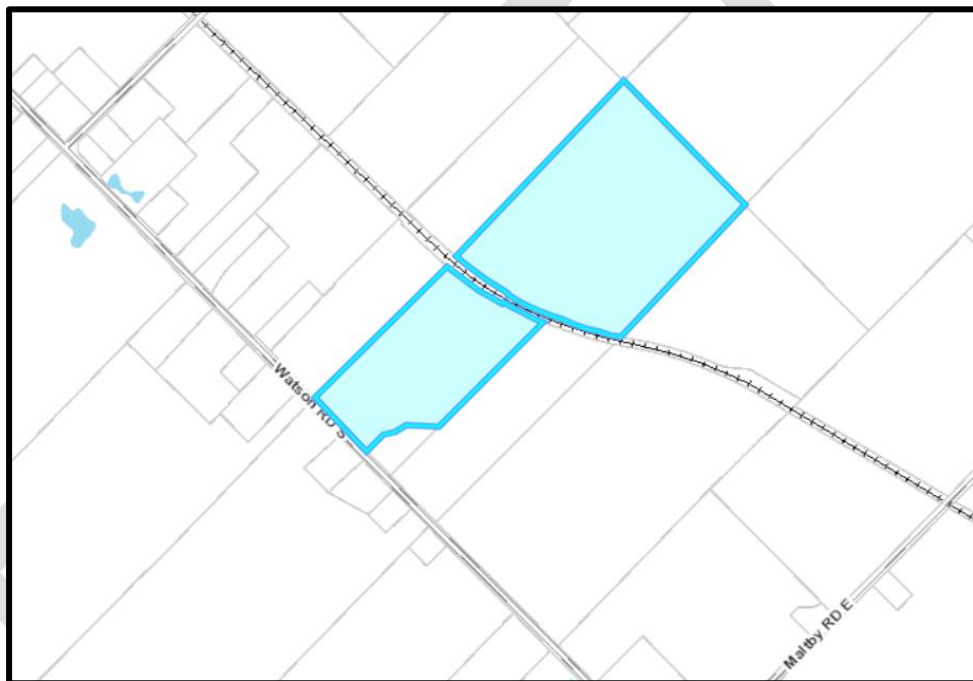


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4677 Watson Rd S, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 4677 Watson Rd S, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 10 Part Lot 13 RP;61R502 Part 1 PT Part 2, municipally known as at 4677 Watson Rd S, Puslinch.



(Key Map Showing Location of 4677 Watson Rd S, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 4677 Watson Road South, Puslinch, 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 retains significant cultural heritage value in its rare fieldstone Queen Anne architecture. The property is historically associated with the Castor Johnston family, the John Murray family, and the Village of Arkell. It is contextually significant to other stone buildings in Arkell built by stonemason, Robert Lamb.

Design Value:

The property was built for John Murray in 1896. It is a rare, and the only example in Puslinch Township, of a two-and-a-half-storey Queen Anne Revival/Italianate-style house built of large cut field granite, fieldstone and limestone. Queen Anne architecture is usually rendered in brick or wood to accommodate the asymmetrical form, multiple planes, and decorative treatments of this style. In this case the builders applied Italianate detailing to the Queen Anne form and mass to achieve this effect. Features characteristic of the Queen Anne style on this residence include the two-and-a-half-storey height with a steeply pitched cross-gabled roof. The front Gothic gable is to one side of the front facade. A projecting two-storey bay under the Gothic gable, is typical Queen Anne design. In contrast to the heavy granite and fieldstone of the main facade, the bay is constructed of finely cut limestone with a separate parapeted roof with cornice and brackets. It is windowed on both storeys, with windows canted to fit the bay. The original double-hung entry porch with a second story exit door tucked beside the projecting bay is also Queen Anne design (porch has deteriorated). The residence has a two-storey fieldstone and granite rear extension, perpendicular to the main structure, that accommodates a long veranda with posts and fan brackets; the latter also characteristic of the Queen Anne style. Wide eaves with paired decorative scroll brackets, and arched windows in the upper storeys illustrate the Italianate influences. All lintels and sills are cut stone. The construction of the residence was overseen by local stonemason Robert Lamb, who completed the project in 1896. The grandeur of the endeavor was highlighted in the Arkell newspaper, which showcased the advanced skills of Scottish stonemasons in the area during that era.

Historical/Associative Value:

The property, originally settled by the Crastor Johnston family in 1839, was sold to John Murray in 1871, following his marriage to Catherine Johnston in 1866 and the death of Crastor Johnston in 1867. Crastor had no sons to inherit or work the property. The pre-1851 two-storey stone house that the Johnston family had built on the property was replaced by Murray in 1896. Murray was a farmer and livestock breeder and a prominent figure in Arkell, playing a vital role in various aspects of community building. He served as Secretary of the School Board for School Section #1, facilitated the purchase of the school bell for the Arkell Schoolhouse, and was involved in hiring teachers. He was a director of the Puslinch Agricultural Society. He also organized church gatherings for his Presbyterian peers and was regarded in the Township as a man of integrity and generosity. John Murray and his wife Catherine raised a large family, many of whom became active community contributors. This property reflects the economic status of the Murray family at the time they had the residence built.

Contextual Value:

The property is physically connected to its surroundings through the use of local stone for the house construction and the stonemason Robert Lamb, who also built the 1875 Arkell teacherage. The property is situated in proximity to other mid to late 19th century properties with heritage significance including the Thomas Arkell Georgian manor farmhouse, and the William Hume and James Orme Neoclassic residences, that collectively exemplify the history and agricultural prosperity of the Arkell area.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4677 Watson Rd S:

John Murray House:

- Height, scale, and massing of two-and-a-half storey property
- Field granite, fieldstone and limestone fieldstone masonry walls
- Original/extant door and window fenestrations
- Decorative eaves-brackets
- Two storey limestone bay with parapet roof and original fenestration

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

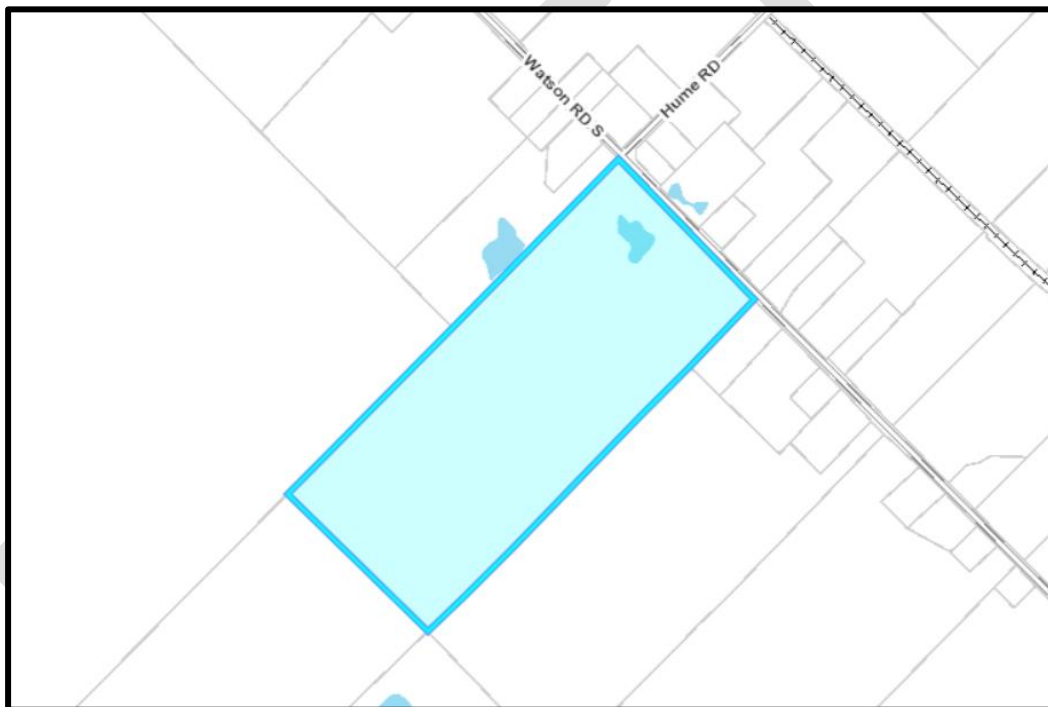


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4726 Watson Rd S, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 4726 Watson Rd S, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 9 Rear Lot 11, municipally known as at 4726 Watson Rd S, Puslinch.



(Key Map Showing Location of 4726 Watson Rd S, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property located at 4726 Watson Road South, Puslinch, 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 retains cultural heritage value in the masonry and design of this vernacular 'Ontario House' stone residence and its stone barn. It has significant historical association with William Rae, a Scottish stonemason and farmer. Contextually the property is associated with Scottish masonry in the Arkell area.

Design Value:

The property is an example of a vernacular one-and-a-half-storey "Ontario House" style residence built with a high degree of craftsmanship. This architecture design's components include a three-bay front façade, side-gabled roof with a centred and peaked front gable over a Gothic arched window on the second floor. Three symmetrical sash window fenestrations are on the lower storey of the front facade. Unlike other residences in the Township with this architecture, this property's main doorway is not centred in the front facade, is off to the side leading into a one-storey cross-gabled wing with a peak parallel to the main body of the house. This peak once supported a bell and belfry for calling farm workers. The property has a small sash window fenestration on the side facades of the upper half storey.

William Rae was living on this property in a log house in 1861. He built this house sometime during the next decade. His skill as a stone mason is evident in the large lime-taped, coursed granite and limestone walls with Aberdeen components. Quoins are large cut limestone, and all window and door fenestrations feature cut limestone voussoirs, surrounds and sills.

Additionally, the property's bank barn is of high craftsmanship, as it is also made of stone and consists of an interesting drive-through central opening made for horses to go right through after being unhitched from their loads.

Historical /Associative:

William Rae was a skilled Scottish stonemason credited with building numerous farms in Eden Mills and Lower Puslinch. He was also a successful farmer. He set standards for agricultural education and played a pivotal role in promoting the high-level breeding of sheep and cattle. Rae was an active member of the Puslinch Agricultural Society and a key figure in the Puslinch Farmers Club, where he transformed how farming knowledge and purchasing were shared among agricultural workers in Puslinch and throughout Ontario. His leadership and innovations helped shape the agricultural landscape of the region.

Contextual Value:

The property is part of a larger landscape of properties featuring Scottish stonemasonry from the same period in the Arkell area, such as those owned by Adam Hume, and James Orme. The property's stone building materials were sourced from the immediate area, linking the residence physically and historically to its landscape.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 4726 Watson RD S:

William Rae House:

- Original window and door fenestration
- Original rubble foundation
- Exterior original stone walls: front and side facades including wing
- Limestone voussoirs, sills and surrounds

- Form and mass of building with wing

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

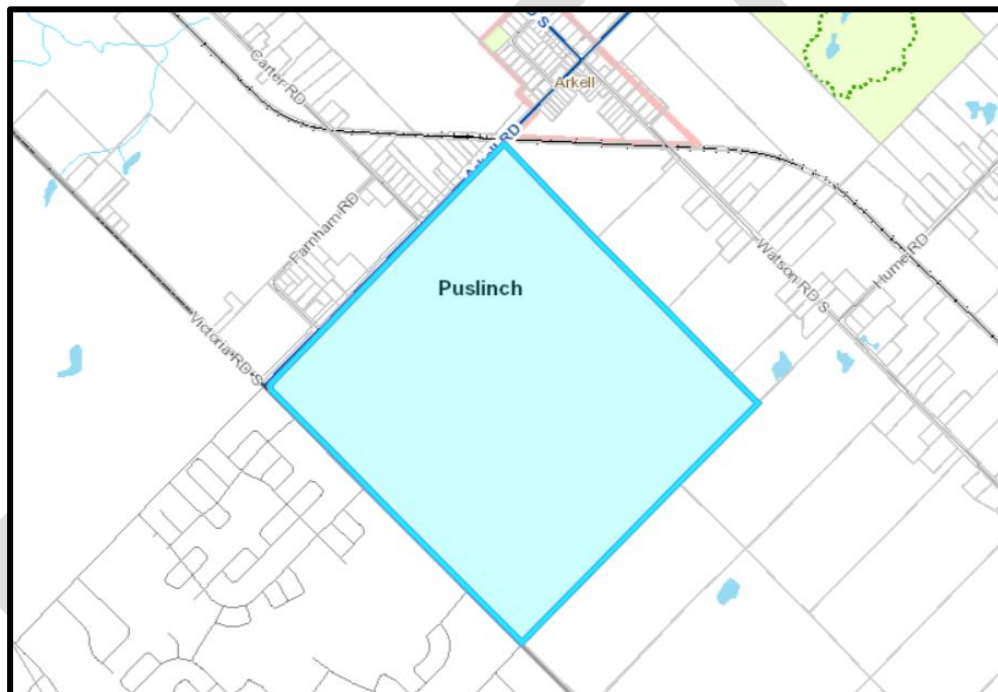


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 483 Arkell Rd, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate at 483 Arkell Rd, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Concession 9 Part Lots 7, 8, 9, and 10, municipally known as at 483 Arkell Rd, Puslinch.



(Key Map Showing Location of 483 Arkell Rd, Puslinch)

Short Statement of Cultural Heritage Value or Interest

The property situated at 483 Arkell Road, Puslinch, 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 holds significant cultural heritage value in its outstanding architecture, in its primary role in the settlement and development of Farnham and Arkell Villages and in its role in the advancement of agriculture in Puslinch, nationally and internationally. It is intrinsically connected to the heritage landscape of the Arkell area. The property remains a symbol and landmark for the Village of Arkell.

Design Value:

The English-style Georgian cut and dressed stone residence on this property was built by Thomas Arkell in 1852 and is regarded as the “finest example of English architecture in Canada.” (Jean Hutchinson: History of Wellington County.) The exterior architectural integrity has been maintained.

Thomas Arkell drew up the plans for the building of an English manor house based on the Georgian-style architecture in his native England. This residence was intended to be the manor farmhouse for a model village designed by Thomas Arkell and named “Farnham.” He cut the lumber for the building, allowing it to dry for five years in preparation for the new residence. Construction of the building, known as “Stonehaven,” commenced in 1849.

Thomas enlisted the expertise of stonemason George Batterson, who came from England to oversee the quarrying from the property and cut and dress the stone. Carpentry was completed by Mr. Cook and Mr. Roberts. The finished two-and-a-half-storey side-gabled coursed fieldstone structure with 5 bays on the rear facade retains its original end-gable double interior chimneys, original fenestration with a central entrance on the ground storey with transom and side-lights. A belt course of cut stone separates the first and second storeys. The fenestration on the front facade is not symmetrical; three window fenestrations on the second storey and four fenestrations including a central doorway on the first storey. All fenestrations have large cut limestone lintels, and ledges on windows. The residence hardware was done by George Nichols, a local blacksmith. Original six over six mullioned windows have been replaced. An original or early single storey stone shed is attached to the east side of the residence.

Historical/ Associative Value:

Thomas Arkell initiated emigration to Arkell from England, and in so doing, created an English community in a township which was predominantly Scots and German. He imported breeding stock from England and became a major breeder of Cotswold sheep and Shorthorn cattle. Thomas Arkell was also the local magistrate. He built both a sawmill and wool mill on the property.

His son Henry Arkell continued this practice at the farm and became a major breeder of Oxford Down sheep in North America. He was a Director of the Dominion Sheep Breeders’ Association and a Director of the American Oxford Down Association for ten years.

In 1955, the Ontario Agriculture College (O.A.C.) acquired the property, including Stonehaven, and continues to practice livestock breeding and research activities on the property.

Contextual Value:

Stonehaven holds contextual value in its juxtaposition to the surrounding properties that were surveyed by David Gibson as lots for Thomas Arkell’s Farnham village design. Across from the property lies the Farnham village green, and the Farnham cemetery, part of the 1845 Anglican church property (church building since demolished), and where the

Arkell family is buried. Stonehaven serves as a landmark on Arkell Road leading to the Village of Arkell, both named after Thomas Arkell.

Description of Heritage Attributes

The following are to be considered as heritage attributes to be protected by a heritage designation by-law for 483 Arkell Rd:

- Original fenestration
- Cut and dressed stonework walls
- Stone twin interior chimneys
- Stone lintels and ledges
- Original hardware
- Height, scale and massing of the two-and-a-half-storey property

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

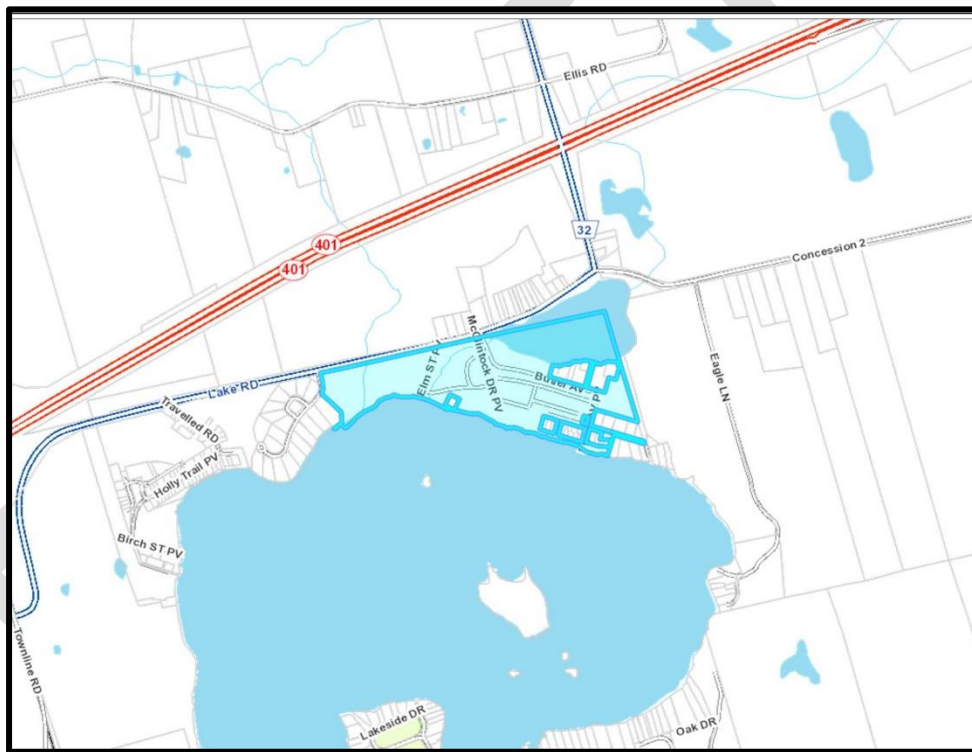


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 43 McClintock Dr, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate 43 McClintock Drive as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being Rear Concession 1 Lot 4, municipally known as 43 McClintock Drive.



(Key Map Showing Location of 43 McClintock Drive)

Short Statement of Cultural Heritage Value or Interest

The former hotel building 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. It is the last remaining nineteenth century hotel building on Puslinch Lake. The former hotel building 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 former hotel building 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.

The former hotel building 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. Some 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 former hotel building, 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 former hotel building 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 former hotel building 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 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 the former hotel building at 43 McClintock Drive:

- Height, scale, and massing of original two storey building
- Frame construction
- Double hung veranda
- Hipped roof

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Interim Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

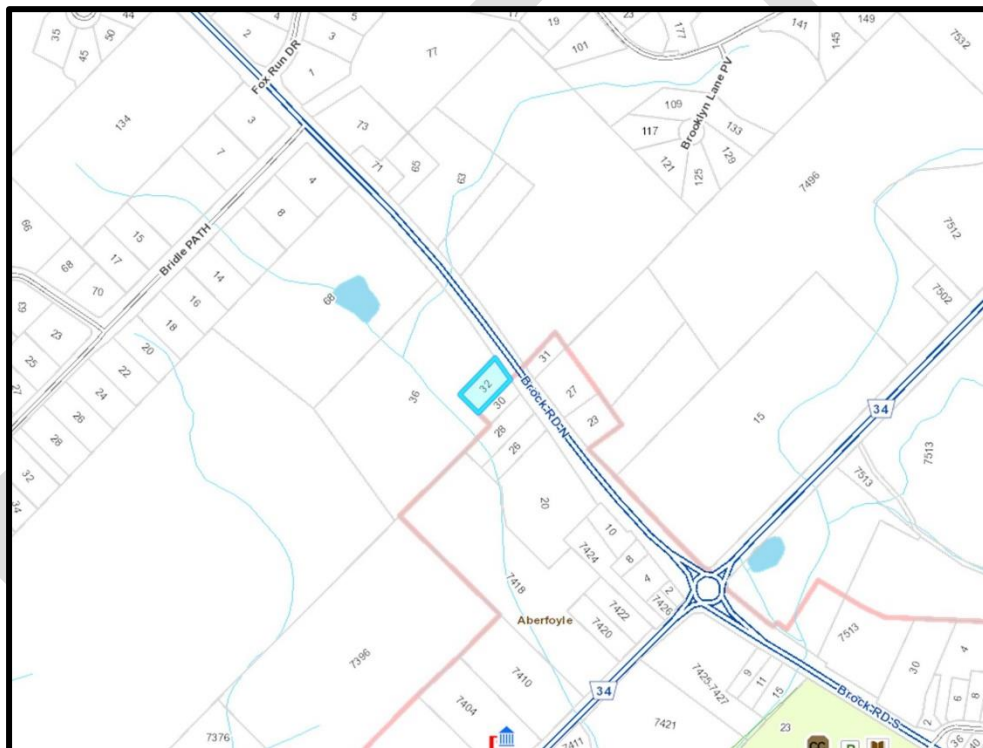


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 32 Brock Road North, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate 32 Brock Road North, Puslinch, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX**.

Description of the Property

The subject property is described as being PT Lot 19, Concession 7, Township of Puslinch, PT 2, 61R3522; Township of Puslinch, municipally known as 32 Brock Road North.



(Key Map Showing Location of 32 Brock Rd N)

Short Statement of Cultural Heritage Value or Interest

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

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Interim Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

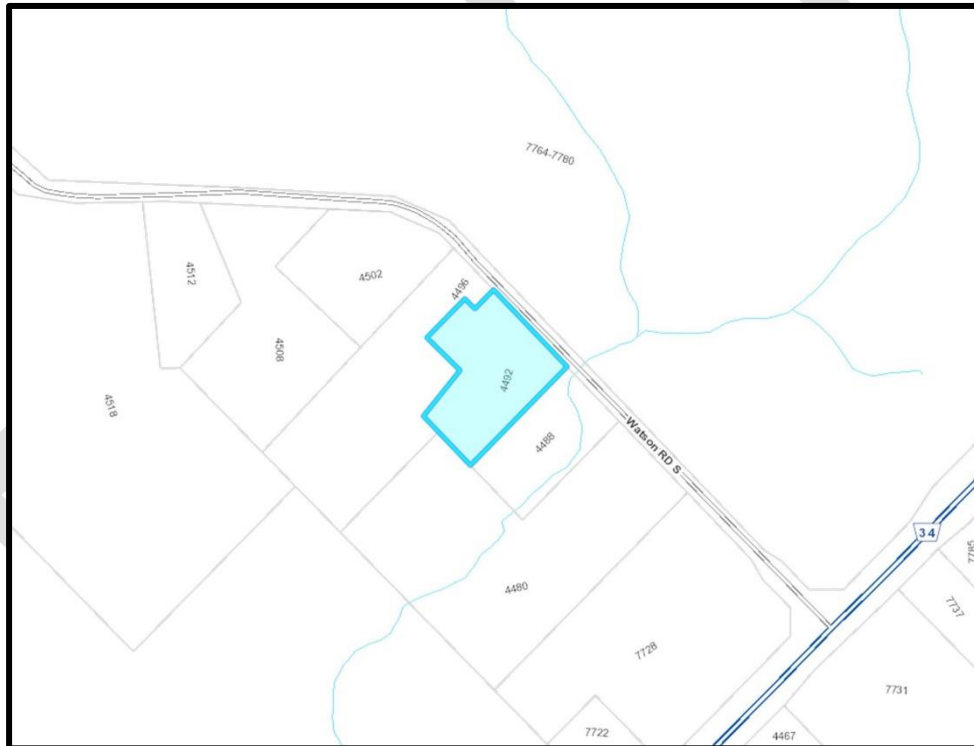


THE TOWNSHIP OF PUSLINCH NOTICE OF INTENTION TO DESIGNATE 4492 Watson Road South, Puslinch

TAKE NOTICE that the Council of the Corporation of the Township of Puslinch intends to designate 4492 Watson Road South, as a property of cultural heritage value or interest under section 29, Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18. as authorized by Township of Puslinch Council through Resolution No. **2024-XXX.**

Description of the Property

The subject property is described as being PT Lot 20, Concession 10, Township of Puslinch as MS37014 & MS37795; description may not be acceptable in future as in MS37014 & MS37795, municipally known as 4492 Watson Road South.



(Key Map Showing Location of 4492 Watson Road South)

Short Statement of Cultural Heritage Value or Interest

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 a design published in *The Canada Farmer* newspaper in 1866. The Corwhin 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

Notice of Objection

Any person may send a notice of objection to this proposed designation, before 4:00 p.m. on November 16, 2024. This notice must be sent by registered mail or delivered to the Clerk of the Township of Puslinch, and must set out the reason for the objection and all relevant facts. If a notice of objection is received, the Council of the Township of Puslinch shall consider the objection and make a decision whether or not to withdraw the notice of

intention to designate the property within 90 days after the end of the 30-day objection period. If Council decides not to withdraw its intention to designate, a heritage designation bylaw must be passed within 120 days after the date of publication of the notice of intention to designate. Council must publish a notice of passing of the designation bylaw which is followed by a 30-day appeal period when appeals of the bylaw may be given to the Ontario Land Tribunal for a hearing and decision.

Dated October 17, 2024

Justine Brotherston,
Interim Municipal Clerk
Township of Puslinch
7404 Wellington Road 34, Puslinch, ON N0B 2J0

CC: Property Owner
Ontario Heritage Trust

DRAFT



REPORT ADM-2024-048

TO: Mayor and Members of Council

PREPARED BY: Laura Emery, Communications & Committee Coordinator

PRESENTED BY: Laura Emery, Communications & Committee Coordinator

MEETING DATE: October 9, 2024

SUBJECT: Seniors Advisory Committee Engagement and Interest Report

RECOMMENDATION

That Report ADM-2024-048 Seniors Advisory Committee Engagement and Interest Report be received for information; and

That Council selects Option ___; and,

That Council direct staff draft a terms of reference for a Senior Advisory Committee for Council's consideration and approval as part of the 2025 Corporate Work Plan.

Purpose

The purpose of this report is to provide Council with the feedback from the survey posted on Engage Puslinch to gauge the community's interest in a Seniors Advisory Committee as directed by Council through the 2024 budget process and to seek Council's direction regarding next steps for this initiative.

Background

Council at its meeting held on September 6, 2023, received Report ADM-2023-046 – Budget Process and Service Level Review and directed staff to prepare communications to the public to gauge interest in forming a Seniors Advisory Committee during the next term of Council.

Staff prepared and launched a survey on Engage Puslinch to seek the public's interest in establishing a Seniors Advisory Committee in the Township. The survey sought to gauge the community's interest in participating as a member of the Committee and feedback on the mandate, purpose, qualifications and meeting times of the potential Committee.

The survey launched on March 6, 2024, and closed on April 19, 2024, and the Township received 30 responses to the survey. The survey was promoted through a website banner, posted on the Township's Facebook and X accounts and via email to all Puslinch Community Groups. The results of the survey are shown in Schedule A to this report.

The survey results show that there is interest in the community to have a Seniors Advisory Committee. 29 out of the 30 individuals or 97% of survey participants believe there should be a Seniors Advisory Committee with 17 individuals or 57% of respondents saying they would be interested in joining a Seniors Advisory Committee during the next term of Council.

Comments

The Township currently has 4 Advisory Committee's, the Heritage Advisory Committee (statutory), the Planning and Development Advisory Committee/Committee of Adjustment (statutory)/Property Standards Appeal Committee, the Recreation Advisory Committee and the Youth Advisory Committee. All four advisory Committees have had vacancies in 2024 and there has been low uptake for applications on these vacancies. Further, there is little capacity within current staffing resources to support the addition of a 5th Advisory Committee.

Given the aforementioned challenges, staff have developed the following options for Council to consider. Staff are recommending Option 1 with respect to the establishment of a Seniors Advisory Committee:

Option 1:

Establish a Seniors Advisory Committee for the first two years of the next Council Term and a Youth Advisory for the second two years of the Council Term. For example, for the 2026-2030 term of Council, the Seniors Advisory Committee would run from January 2027 until December 2028 and the Youth Advisory Committee would run from January 2029 until December 2030.

Option 2:

Replace an existing advisory Committee with the Seniors Advisory Committee. As the Heritage Advisory Committee and the Committee of Adjustment are statutory committees, neither is eligible for replacement.

Therefore, Council could consider replacing either the Recreation Advisory Committee or the Youth Advisory Committee as neither of these Committees have statutory requirements.

Option 3:

Restructure either the Recreation Advisory Committee or the Youth Advisory Committee to include mandates related to issues and initiatives that are important to seniors. This restructure would require the rebranding of the Committee and updating the terms of reference accordingly.

Options 4:

Maintain the status quo.

Financial Implications

Minimal financial implications related to per diems depending on the option that is selected.

Applicable Legislation and Requirements

None

Engagement Opportunities

Social Media Engagement; Township Website; Engage Puslinch

Attachments

None

Respectfully submitted,

Reviewed by:

**Laura Emery,
Communications & Committee
Coordinator**

**Justine Brotherston,
Interim Municipal Clerk**

Third Draft Repeal and Replacement Township Sign By-law

October 9, 2024



Proposed Sign By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

- 4.1 Scope:** Will the Township's Sign By-law apply to County of Wellington Properties?

Staff Recommendation:

- Staff have drafted the by-law to apply to all properties within the Township, except for property owned by the Township. This is similar to the County of Wellington's Sign By-law which requires municipalities to receive sign permits to erect signs on a County road, for example, gateway signage identifying the municipality.

Proposed Sign By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

- ❑ **Seasonal Farm Produce Signs (7.1.5):** Replace the word “produce” to be more inclusive of other products produced on local farms.

Staff Recommendation:

- ❑ Staff have amended the By-law to replace the word “produce” with “product” and have added a definition of Seasonal Farm Product Sign as follows:

“Seasonal Farm Product Sign” means a temporary sign which is posted to promote the sale of farm products on the property where the product is produced if the product is also available for sale.

Proposed Sign By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

- Regulation of Sign Content:** Is there consideration in the by-law to the regulation of the content of signs, for example, not allowing advertisement of alcohol within a certain distance of a school.

Staff Recommendation:

- Staff do not recommend further regulation to the content of signs. Section 5.2 Unauthorized Signs (h) states the following as unauthorized signs:
 - is obscene as that term is understood under the Criminal Code, R.S. C 1985, c. C-46, as amended;
 - publishes defamatory statements, and/or
 - by its words, symbols, or images is degrading or dehumanizing to an individual or group, particularly but not limited to on the basis of grounds protected under the Human Rights Code (Ontario);

Proposed Sign By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

- Real estate signs and billboards:** Differentiate between Billboard and large real estate property signs.

Staff Recommendation:

- Staff have amended the definitions of Billboard and Real Estate Signs as follows:

“Billboard” means a Sign in a fixed location supported by uprights, braces, or a supported structure, which is in turn embedded into the ground that is owned and maintained by a Person engaged in the rental or leasing of the Sign Face Area for advertising goods, services, or facilities that are not sold or offered on the Property where the Sign is Displayed and is single faced, is not illuminated and does not include Electronic Billboard or **real estate signs**;

“Real Estate Sign” means a Temporary Sign that is affixed to the ground for the purpose of advertising the sale, lease, rental or pre-sale, lease or rental of the lands and existing buildings located on the Property. This definition does not include a Development Sign or **a Billboard**;

Proposed Sign By-law

Summary of Feedback and Staff Recommendations:

Council feedback:

- Development signs:** Differentiate between Billboard and large real estate property signs.

Staff Recommendation:

- The By-law includes provisions relating to Development Signs and Hoarding signs which are used to promote a development while it is being constructed under section 7.1.11. This will further clarify the difference between large real estate property signs and billboards.

Timeline and Next Steps

- April 10, 2024 First Draft presented to Council
- April 19 – May 17, 2024 EngagePuslinch Survey
- July 10, 2024 Second Draft presented to Council
- October 9, 2024 Final Draft and Adoption by Council

Schedule 'A'

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-062

A By-law regulate the Installation, Display, Alteration, repair, maintenance and removal of Signs within the Township of Puslinch and a By-law to repeal By-laws 9/91, 49/14, 21/18 and 021-2022

WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 8*, provides that the Act shall be interpreted broadly so as to confer board authority on municipalities to enable municipalities to govern their affairs as they consider appropriate and enhance their ability to respond to municipal issues;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 9*, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the *Act*;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 11*, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public, including Signs;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 23.2* authorizes the Township to delegate its powers to an officer, employee, or agent of a municipality;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 63*, provides that a by-law may prohibit or regulate the placing or standing of an object on or near a Highway, and may provide for the removal and impounding or restraining and immobilizing of an object placed or standing on or near a Highway;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 99* sets out rules which apply to a by-law of a municipality respecting advertising devises, including Signs;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 425* establishes that any person who contravenes any by-law of the municipality, may be, passed under the *Act*, is guilty of an offence;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 426(4)* establishes that any Person that hinders or obstructs, or attempts to hinder or obstruct, any Person who is exercising or performing a duty under this By-law created under the *Act* is guilty of an offence;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 446* of the *Municipal Act* gives the Township the authority to direct or require a person to do a matter or, thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense. For these purposes, the Township may enter upon land at any reasonable time. The Township may recover the costs of doing a matter or, thing from the person directed or required to

do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes;

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

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1.0 Title, Interpretation and Severability

- 1.1 This By-law may be referred to as the “Sign By-law”.
- 1.2 Wherever a word is used in this By-law with its first letter capitalized, the term is being used as it is defined in Section 2 of this By-law. Where any word appears in ordinary case, the commonly applied English language meaning is intended.
- 1.3 Wherever a word defined in Section 2 of this By-law is used in the form of a noun, verb, adverb, or adjective, it shall be interpreted as having a corresponding defined meaning even if it is in ordinary case.
- 1.4 All words importing the singular shall include the plural, and words imparting the masculine gender shall include the feminine, and the converse of the foregoing also applies, unless the context of the By-law requires otherwise.
- 1.5 Headings are for reference purposes and shall not affect in any way the meaning or interpretation of the provisions of this By-law.
- 1.6 If a court of competent jurisdiction declares any section, or any part of a section of this By-law to be invalid or to be of no force or effect, it is the intention of Township that every other provision of this By-law be applied and enforced in accordance with its terms to the fullest extent possible according to law.
- 1.7 The Township, in regulating Signs, assumes no liability for Signs not Installed or maintained by the Township and makes no representation and gives no warranties in respect to the safety of any Sign or the truth of its content, whether or not such Sign is permitted under this By-law.

2.0 Definitions

In this By-law:

“A-Frame Sign” means a temporary, double-faced Sign, triangular in shape, designed with two sides of similar length forming its apex allowing it to stand on the ground. Such Sign includes but is not limited to, sandwich board-style Signs;

“Address Sign” means a Sign which identifies the address of a dwelling, school or institutional building, and may include the occupiers name but not occupation;

“Alter” or “Alteration” means any change to the Sign structure or Sign Face including the relocation of the Sign and/or the addition, deletion or re-arrangement of components other than Changeable Copy;

“Awning” means a space frame system, moveable or fixed, covered with fabric, metal or like material attached and projecting from a building or structure, but not forming an integral part thereof and includes a canopy;

“Awning Sign” means a Sign with copy painted or affixed flat to the surface of an Awning, which does not extend vertically or horizontally beyond the limits of such Awning;

“Bag Sign” means a prohibited, temporary Sign that is constructed of an opaque plastic bag, cardboard or a similar material that is placed over a metal or wire frame and pushed into the ground;

“Banner Sign” means a Sign made from cloth, plastic or a similar lightweight non-rigid material displaying a message in words or symbols, but shall not include a recognized flag, Awning Sign, Window Sign, Feather Banner Sign, Wall Banner Sign or Fascia(Wall) Sign;

“Billboard” means a Sign in a fixed location supported by uprights, braces, or a supported structure, which is in turn embedded into the ground that is owned and maintained by a Person engaged in the rental or leasing of the Sign Face Area for advertising goods, services, or facilities that are not sold or offered on the Property where the Sign is Displayed and is single faced, is not illuminated and does not include Electronic Billboard [or real estate signs](#);

“Building Code Act” means the Building Code Act, 1992, O.S. 1992, c.17, as amended, or any predecessor or successor thereto, and includes the Regulations thereunder, including the Ontario Building Code;

“Changeable Copy” means an area on which messages can be changed either manually or automatically and includes, but is not limited to, an Electronic Message Centre(Digital Sign);

“Chief Building Official” means the Chief Building Official appointed by Council or his/her designate;

“Clerk” means the Municipal Clerk appointed by Council, or his/her designate;

“Community Event” means an event held or sponsored by a Non-Profit Organization for which all net proceeds are directed to the support of the Non-Profit Organization and/or its projects;

“Community Event Sign” means a Ground Sign Installed by the Township or Non-Profit Organization on public or private property to announce special community events and occasions;

“Community Event Directional Sign” means a temporary sign installed on the public Road Allowance to direct the public to special Community Events;

“Council” means the Council of the Corporation of the Township of Puslinch;

“Designated Official” means the Sign Administrator, Clerk, Chief Building Official, or their designates;

“Development Sign” means a temporary double or single-faced Sign that is affixed to the ground that:

- i. Includes in whole or in part information promoting a development and may identify components of such building or structure and the persons involved in its design and construction; and
- ii. Promotes a model home in a development; or
- iii. Relates to or advertises the construction or sale of a building structure on the property;

“Display” includes authorizing, allowing or permitting the display of a Sign;

“Directional Sign” means a double or single faced Sign that gives directions or instructions for the control of vehicular or pedestrian traffic within the property and shall include entry and exit Signs;

“Driver Visibility Triangle” means a triangular area formed on both sides of a driveway projecting from where the property line meets the edge of roadway or the projection thereof;

“Dwell Time” means the minimum duration that fixed Sign Copy Content on an Electronic Message Centre(Digital Sign) is Displayed;

“Election Sign” means a sign that is regulated by Township by-law with respect to elections under the Canada Elections Act, the Election Act (Ontario), or the Municipal Elections Act, 1996, or any successor legislation;

“Electronic Billboard” means a Ground Sign that is owned and maintained by a Person engaged in the rental or leasing of the Sign Face Area for advertising goods, services, or facilities that are not sold or offered on the Property where the Sign is Displayed by means of an Electronic Message Centre(Digital Sign) and is either single faced or double faced but does not include Ground Sign or Billboard;

“Electronic Message Centre” (Digital Sign) mean a Sign that is capable of Displaying words, symbols, figures, images or other messages digitally that can be electronically changed by remote and/or automatic means;

“Fascia(Wall) Sign” means a single-faced Sign, constructed of a permanent and rigid material, that is attached and position parallel to the exterior wall of a building or structure and shall not include a Window Sign or Gas Bar Canopy Sign;

“Feather Banner Sign” means a Sign that is made from cloth or a similar non-rigid material which is affixed to the ground and supported by a pole;

“Former By-law” means By-law 9/91, together with all amendments adopted up until the day immediately preceding the date on which this Sign By-law comes into force;

“Garage Sale” means an occasional use sale, conducted on a residential Property by an occupant of such residential property, or household goods belonging to the occupier thereof;

“Garage Sale Sign” means a Sign associated with a Garage Sale a Property with a Residential Use by the occupant of the property, of household goods belonging to the occupant;

“Gas Bar Canopy” means Sign located, Installed or Displayed on an open and permanent roof structure, free standing or attached to a building, which is Installed for the purpose of sheltering gasoline pumps; and shall not include an Awning Sign or Projecting Sign;

“Ground Sign” means a Sign in a fixed location supported by uprights, braces, or a supported structure, which is in turn embedded into the ground. This definition does not include a Billboard, Electronic Billboard, Development Sign, Directional Sign, or Menu Board;

“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;

“Heritage Permit” means a Permit issued by the Township pursuant to the provisions of this the Ontario Heritage Act and/or any by-law of the Township;

“Heritage Property” means any lands designated pursuant to the Ontario Heritage Act, R.S.O. 1990, c.O. 18, as amended (the “Ontario Heritage Act”);

“Hoarding” means any temporary construction barrier continuously enclosing a construction site that is installed for the purpose of site protection;

“Hoarding Sign” means a temporary single-faced Sign Installed on Hoarding associated with the development of the Property, that advertises or identifies the development of the Property on which the Sign is located;

“Home Occupation Sign” means a temporary single-faced Sign that advertises a Home Business or Home Industry as defined and permitted by the Zoning By-law;

“Illuminate” or Illuminated means the lighting of a Sign in whole or in part by any type of artificial light, whether by emission or reflection;

“Illumination” means the act of lighting a Sign by way of an artificial light source that is located within, on or external to the Sign, the brightness and intensity of which are measured in Nits;

“Incidental Sign” means a non-Illuminated Sign not exceeding 0.5m² and is of minor consequence that is accessory in nature to principal identification signage. Notwithstanding and without limiting the foregoing, Incidental Signs shall include any Sign which identifies the manufacturer of equipment or product, a flag, bench

advertising, public safety Sign, no-trespassing, safety directions, caution, parking requirements, washrooms, no-smoking, etc.;

“Inflatable Sign” means a Sign filled with air or gas;

“Install” includes the act of authorizing, allowing, Displaying, or permitted the physical placement of a Sign;

“Manual Changeable Copy” means letters, numerals, symbols, illustrations, and/or images that can be changed on a Sign by non-electronic means;

“Menu Board” means a Sign Installed as part of a drive through facility and only used to Display products and services available at the drive-through Premises;

“Mobile Sign” means a Sign which is designed to be moved from place to place and which only utilizes Manual Changeable Copy, but excludes A-Frame Signs, T-Frame Signs, Bag Signs, Feather Banner Signs, and Inflatable Signs. For further clarity, a Mobile Sign is considered a Sign whether or not Manual Changeable Copy is on;

“Motor Vehicle” means an automobile, truck or any other vehicle, including motorized construction equipment or farm equipment, motor home, motorcycle, snowmobile, boat, recreational vehicle, a trailer or farm implement or any other kind of device which is capable of being driven, propelled or drawn by any kind of power, but does not include bicycle or any other device powered solely by means of human effort;

“Mural” means any type of Display or artistic endeavor applied to any external wall or other part of a building or structure, and:

- a) shall not include any words, images, logos, tags, acronyms, solicitation, public information or trademarks that advertise or convey any promotional message;
- b) shall not be considered an obscene or defamatory Sign as set out in Section 5.2(h);

“Nits” means a unit of measurement of luminance, or intensity of visible light, where one nit is equal to one candela per square meter. Nits are used to describe the brightness of Illuminated and electronic displays;

“Non-Profit Organization” means a club, group, society, or association, that is organized and operated solely for social welfare, civic improvement, pleasure or recreation or any other purpose except profit;

“Officer” means any Person designated by by-law of the Township to enforce this By-law;

“Owner” means the registered Owner(s) of the Property;

“Permanent Sign” means a Sign which is intended to remain in place for an indefinite duration;

“Permit” means a formal authorization issued by the Township under this By-law;

“Permit Holder” means a Person to whom a Sign Permit is issued by the Township as well as the registered Owner, lessee and a mortgagee in possession, of the Property to which the Sign Permit pertains;

“Person” means an individual, firm, sole proprietorship, partnership, 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;

“POA” means the Provincial Offences Act, R.S.O. 1990, c. P.33, as amended or any successor thereto;

“Poster” means a printed notice conveying information intended to be Displayed for a temporary period of time and includes, but is not limited to, a bill, handbill, leaflet, notice and placard. This definition does not include Election Sign;

“Pre-Menu Board” means a Sign Installed as part of a drive-through facility and only used to Display products and services available at the drive-through Premises;

“Premises” means the space(s) owned or operated by a business establishment which can include the whole of a building or individual units as the case may be;

“Projecting Sign” means a Sign attached to and which projects out horizontally from an exterior wall or a building in a perpendicular manner including a blade sign or perpendicular sign. This definition does not include Awning Sign, Gas Bar Canopy Sign or Fascia(Wall) Sign;

“Property” means a parcel of land having specific boundaries, which is capable of legal transfer;

“Pump Island Sign” means a Sign on top of gasoline service pumps or on the columns of a Gas Bar Canopy, on guard posts or freestanding on a gasoline pump apron;

“Puslinch Design Guideline” means the urban design guideline, adopted by Council and applied to commercial, industrial and institutional development and redevelopment proposals to support an enhanced streetscape in identified areas of the Township;

“Real Estate Sign” means a Temporary Sign that is affixed to the ground for the purpose of advertising the sale, lease, rental or pre-sale, lease or rental of the lands and existing buildings located on the Property. This definition does not include a Development Sign [or a Billboard](#);

“Residential Use” means lands, buildings or structures or portions thereof used, or designed or intended for use as a home or residence of one or more individuals, and shall include a single detached dwelling, a semi-detached dwelling, a multiple dwelling, an apartment dwelling, and the residential portion of a mixed-use building or structure;

“Road Allowance” means a highway under the Township’s jurisdiction established under the authority of any statute, and includes where applicable, the curb, shoulder,

boulevard, sidewalk and landscaping. A Street is a public Road Allowance for the purposes of this By-law;

“Roof Sign” means any Sign that is attached to or is located more than one (1) metre above the roof line or a building or structure, any Sign that is Installed or located wholly above the roof of a building and/or any Sign Installed, constructed or attached to or located wholly above the parapet of a building;

“Seasonal Farm Product Sign” means a temporary sign which is posted to promote the sale of farm products on the property where the product is produced as long as the product is available for sale.

“Sight Triangle” means a theoretical triangular area that is clear of any visual obstruction and is formed between points measured along a lot line a prescribed distance from the intersection of a Street, County or Provincial Street, or railway corridor;

“Sign” means any devise, object or thing which directs attention to and which is designed to convey a message and that is placed for the purpose of advertising goods and services offered, for identifying a business, organization, or enterprise, and/or for conveying any other type of message. This definition includes, but is not limited to, the types of Signs specifically defined in this Section and includes the supports, braces, or other appurtenances associated with such Signs;

“Sign Administrator” means the Clerk or designate;

“Sign Copy Content” means any colour, graphic, logo, symbol, word, numeral, text, image, message, picture, or combination thereof Displayed on a Sign Face;

“Sign Face” means the surface of a Sign, including the border and frame but excluding the supporting structure, upon which information and advertising is Displayed;

“Sign Face Area” means the area on the surface of a Sign including the border and frame and where this is no border, shall include all of the surface area lying within the rectangular box drawn around the full extent of the words, numbers, images, and/or symbols comprising the complete message;

“Sign Permit” means a permit issued by the Township authorizing a Sign, which is issued to a Person based on a review of this By-law;

“Sign Structure” means a structure which is intended to support, or be capable of supporting, any Sign which in turn is supported by the ground, building or a structure, which is not an integral part of the Sign;

“Storey” means that portion of a building, other than the cellar, which is situated between the surface of any floor and the surface of the floor next above and, if there is no floor above, that portion between the surface of such floor and the ceiling above;

“Street” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle or any part of which is intended for the use by

the general public for the passage of vehicles and includes the area between the lateral Property lines thereof;

“Street Line” means a lot line dividing a lot from a Street and is the limit of the Road Allowance;

“Sunrise” means the hour and minute designated as sunrise by the National Research Council Canada for the applicable calendar date in the Township;

“Sunset” means the hour and minute designated as sunset by the National Research Council Canada for the applicable calendar date in the Township;

“Temporary Personal Sign” means a Sign or advertising device, used for a personal announcement or congratulatory message, on a Property with a Residential Use or an institutional or agricultural Zone;

“Temporary Business Sign” means a Sign used to advertising work that is being completed by a business on a private property while the work is actively being completed;

“Temporary Sign” means a fixed or moveable Sign which is permitted for a defined duration per the regulations set out in this By-law;

“T-Frame Sign” means a temporary double or single-faced Sign which is supported by a base that rests on the ground and is not embedded into the ground;

“Third Party Sign” means a Sign which identifies or directs attention to a business, profession, commodity, service, event, or other activity not being conducted, sold, or offered on the Property to which the Sign is located;

“Traffic Control Device” means a signal or Sign located at an intersection that is intended to control the flow of traffic at that intersection. For the purposes of this By-law, any measurement from a Traffic Control Device shall be taken from the pole or post supporting such device;

“Use” includes “used” and “using” having corresponding meaning and means the arrangement of, design or the intended Use or actual Use of any place;

“User Fees and Charges By-law” means the Township by-law, as amended from time to time, which regulates user fees or charges for services or activities;

“Variance” means a permission granted by the Sign Administrator pursuant to Section 4 of this By-law (or by Council on appeal from the Sign Administrator or for a Variance request not within the scope of authority of the Sign Administrator), to Install and Display a Sign in a particular location which the Sign, but for such permission, would not comply with this By-law;

“Wall Banner Sign” means a Temporary Sign that is made from cloth or a similar lightweight non-rigid material which is secured or mounted to a building. This definition

does not include a flag, Awning Sign, Banner Sign, Canopy Sign, Window Sign or Inflatable Sign;

“Window Sign” means a Temporary Sign located in, on, or within 2.0m behind a window which is visible from the exterior of the building;

“Zone” means an area designated for a particular land use established by the Township’s Zoning By-law, and/or other land use regulations as may be applicable in the Township;

“Zoning By-law” means the Township’s Comprehensive Zoning By-law, as applicable and amended from time to time.

3.0 Transition, Conflict, and Compliance with Other Laws

3.1 All Sign Permits issued by the Township prior to the coming into force of this Sign By-law, for which Sign Permits are current and valid on the day this By-law comes into force shall:

- a) remain current and valid under this By-law as if the Sign Permit had been issued under this By-law, whether or not such Sign Permit would be authorized under this By-law;
- b) subject to Section 3.1(a) above, shall otherwise be subject to all provisions of this By-law; and
- c) on expiry of the Sign Permit, be subject to this Sign By-law as if no prior Sign Permit had been issued.

3.2 Any Sign that has been Installed, Displayed or Altered without a valid Sign Permit prior to the coming into force of this By-law, shall be subject to the provisions and regulations of this Sign By-law.

3.3 A Sign Permit Application received but not issued by the Township, prior to the coming into force of this Sign By-law, shall be issued in accordance with this Sign By-law.

3.4 Where a Variance has been approved by Council under the Former Sign By-Law, a Sign Permit shall be issued in accordance with the terms and conditions set out in the Variance, and thereafter the Sign shall be subject to the provisions of Section 3.1 above as if the Sign Permit had been issued prior to the coming into force of this Sign By-Law.

3.5 The Former Sign By-Law is otherwise repealed as of the day on which this By-law comes into force.

3.6 Any Sign lawfully Installed or Displayed before the day this By-law comes into force, may remain and be maintained if it is not Altered.

3.7 Where a Sign referred to in Section 3.6 is Altered, it is subject to all general and zone-specific regulations and restrictions as are provided in this By-law.

- 3.8 Where there is a conflict between the provisions of this By-law and the provisions of any other Township by-law, the provisions that establish the highest standards shall apply. No agreement shall be deemed to provide an exemption from the requirements of this By-law unless this By-law authorizes such exemption, and the agreement specifically provides for it.
- 3.9 This By-law, and the provisions contained within, are intended to be complementary to federal and provincial statutes and regulations, and to other by-laws passed by the Township. If any other applicable law requires a higher standard than this By-law requires, the higher standard shall apply.
- 3.10 By-laws, statutes, regulations, and guidelines referenced in this By-law, including in schedules attached hereto, include any amendment, replacements, or updates to those by-laws, statutes, regulations, and guidelines.

4.0 Scope, Administration, Delegated Authority and Variances/Appeals

4.1 Scope

- 4.1.1 This By-law applied to all Property in the geographic area within the Township, save and except any Property owned by the Township.
- 4.1.2 Signs that are not specifically permitted by this By-law are prohibited. Without limiting the generality of the foregoing, a Variance pertains only to the Installation and Display for which the Application for a Variance was granted at the location specified in the Variance. Any Alteration or removal of the Sign will render the Variance void. The granting of Variance for one Sign is not an indication by the Sign Administrator or Council, as the case may be, that a Variance for a similar (or even identical) Sign and/or location will be approved in the future.
- 4.1.3 This By-law regulates the location, size, number, construction, alteration, repair, and maintenance of all outdoor Signs and Signs visible from the exterior of a building or structure, including Signs located in windows.
- 4.1.4 Signs regulations vary by the Zoning designation for the subject Property where the Sign is located. Signs are permitted only where they are identified for the applicable Zone. Any Sign not specifically permitted within a particular Zone is prohibited, subject to Section 3.0 (legal non-conforming use).
- 4.1.5 Responsibility for compliance with this By-law rests with, individually and collectively, on the Owner of the Property on which the Sign is or will be located, the Lessee, Person whose business is being promoted by the Sign, the applicant, and the Permit Holder.

4.2 Administration

- 4.2.1 The Clerk, or designate, in consultation with the Chief Building Official, shall be responsible for the administration of this By-law and the Clerk will be referred to as the Sign Administrator while administering this By-law.

4.3 Delegated Authority

4.3.1 The Sign Administrator has the delegated authority to:

- a) create forms, guides, guidelines and processes for the administration of this By-law;
- b) approve, exempt/waive, issue, revoke, extend, renew, amend, or close a Permit and/or grant approvals of Sign Permits and impose conditions for continuing to hold a Sign Permit in addition to the requirements under this By-law;
- c) determine when a meeting of Council is required or not required;
- d) determine and deem an Application as abandoned, expired, or closed;
- e) establish appropriate requirements;
- f) require or exempt certain works from provisions of this By-law, as permitted in this By-law; and
- g) authorize and/or hire such agents, contractors, and other Persons to perform work, as required.

4.3.2 This By-law may be enforced by Officers and/or Designated Officials. Without limiting/restricting any other power, duty or function granted by this By-law, Officers and/or Designate Officials may: give direction, issue an Order to discontinue or to perform work and further give verbal or written direction and may enter a Property and/or carry out and direct whatever inspections, are reasonably required to determine compliance with this By-law in accordance with Section 8 of this By-law.

4.3.3 Council hereby delegates to the Sign Administrator the power to grant Sign Variances from any of the provisions of this By-law, **with the exception of following:**

- a) An Unauthorized Sign described in Section 5.2;
- b) A reduction in distance required from a Residential Use for an Electronic Message Centre(Digital Sign) or Illuminated Sign of any type;
- c) A Sign described in Section 5.8 (Heritage Properties);
- d) A Billboard or Electronic Billboard.

4.4 Variances

4.4.1 Variances applications of any provision **excluding** section 4.3.3

- a) A Variance application shall be in respect to a single Sign.
- b) A Variance application shall be submitted to the Sign Administrator using such forms as the Sign Administrator may prescribe and shall only be considered if and when all required information has been provided. Additional

- information or studies may be required by the Sign Administration and the applicant is responsible for the cost of the studies preparation and any cost associated with any external review as may be required.
- c) In determining whether to grant a Variance under this section, the Sign Administrator shall consider the following, where applicable:
 - i. Sign compatibility with “Puslinch Design Guidelines” for building, Property and the surrounding area;
 - ii. Whether there is a negative impact on any surrounding residential uses;
 - iii. Whether the applicant and/or owner of the Sign has complied with all terms and conditions of approval of any previous Sign Permit issued to the Applicant under this Section, if any;
 - iv. Impacts, if any, on accessibility;
 - v. Impacts, if any, on public safety; and
 - vi. Any written response(s), if any, received in response to a public notice, if required by the Sign Administrator.
 - d) The Sign Administrator may refuse a variance or grant a Variance in whole or in part.
 - e) A notice of decision of the Sign Administrator, including any reason for refusal, shall be provided in writing to the applicant within ten (10) days of the decision and the applicant shall be deemed to have received notice in accordance with Section 9.0.
 - f) An applicant may appeal the decision of the Sign Administrator to refuse a variance or approve a variance in part. The appeal shall be initiated by the applicant filing a written request for an appeal to Council with the Sign Administrator within seven (7) days of the service of the notice of decision outlined in Section 4.1.1(d). All applicable material provided to the Sign Administrator under Section 4.1.1(b) shall be placed before Council. On consideration of the appeal, Council retains authority to grant or refuse the Variance, in whole or part and Council decision is considered final.

4.4.2 Variances applications in accordance with section 4.3.3

- a) A Variance application shall be in respect to a single Sign.
- b) A Variance application shall be submitted to the Sign Administrator using such forms as the Sign Administrator may prescribe and shall only be considered if and when all required information has been provided. Additional information or studies may be required by the Sign Administration or Council and the applicant is responsible for the cost of the studies preparation and any cost associated with any external review as may be required.
- c) In determining whether to grant a Variance under this section, Council shall consider the following, where applicable:
 - vii. In the case of an Electronic Billboard Sign, Council will reference the “Guidelines for Review of Sign Variance Applications for Electronic Billboard Signs” when considered an application for Sign Variance;

- viii. Sign compatibility with “Puslinch Design Guidelines” for building, Property and the surrounding area;
 - ix. Whether there is a negative impact on any surrounding residential uses;
 - x. Whether the applicant and/or owner of the Sign has complied with all terms and conditions of approval of any previous Sign Permit issued to the Applicant under this Section, if any;
 - xi. Impacts, if any, on accessibility;
 - xii. Impacts, if any, on public safety; and
 - xiii. Any written response(s), if any, received in response to a public notice, if required by the Sign Administrator.
- d) The Council may grant a Variance in whole or in part.
- e) A notice of decision of Council, including any reason for refusal, shall be provided in writing to the applicant within ten (10) days of the decision and the applicant shall be deemed to have received notice in accordance with Section 9.0. Council decision is considered final.

4.4.3 Variance application for refusal of permit by Sign Administrator

- a) A variance may be applied to Council for following Sign Administrator’s refusal of a sign permit. The variance shall be initiated by the applicant filing a written request for a variance to Council with the Sign Administrator, within twenty-one (21) days of notice of refusal of a Sign Permit Application by the Sign Administrator and shall contain the following, where applicable:
- i. The name and address of the applicant together with such additional information as may be prescribed by the Sign Administrator;
 - ii. The written authorization of the Sign owner/Permit Holder if not the same as the applicant;
 - iii. Written authorization from the Property Owner(s) and occupant(s) of the Premises that have authorized the application;
 - iv. Where applicable, proof of approval for the proposed Sign from all other governmental authorities having jurisdiction;
 - v. The Notice of Refusal of the Sign Permit Application; and
 - vi. The fee as set out in the User Fees By-law.
- b) A notice of decision of Council, including any reason for refusal, shall be provided in writing to the applicant within ten (10) days of the decision and the applicant shall be deemed to have received notice in accordance with Section 9.0. Any decision by Council is final.

5.0 General Provisions

5.1 Prohibitions

No Person shall:

- a) Install, Display or Alter a Sign of any type that is not specifically permitted under this By-law or by a Variance issued under this By-law;

- b) Install, Display or Alter a Sign for a Use that is not specifically permitted within a specific Zone;
- c) Install or Display a Sign in a prohibited location;
- d) Install, Display or Alter, or repair a Sign without a Sign Permit if a Sign Permit is required under this By-law;
- e) Install, Display or Alter, or repair a Sign except in accordance with the approved plans and drawings submitted to the Township as part of the Sign Permit application;
- f) Install, Display, Alter or repair a Sign in a manner that is inconsistent with the regulations of this By-law or the conditions of any Sign Permit or Variance granted under this By-law;
- g) Install, Display, Alter or repair a Sign where such Sign may obstruct any fire escape, fire exit, door, window, flue or air intake or exhaust so as to prevent or impede free access of emergency personnel to any part of a building;
- h) Install, Display, Alter or repair a Sign which is on or overhangs Township Property, unless specifically authorized by this By-law;
- i) Install or Display a Sign on any Sign pole, fence, bench or waste receptacle managed or controlled by the Township;
- j) Install or Display a Sign in any location where such Sign may impede or in any way interfere with utility easements, public rights-of-way, Township snow removal, and/or maintenance operations;
- k) Locate a Sign Face within 0.6m of the vehicular travelled portion of a private lane or Street Line, excluding drive-through facility or a parking area, unless the minimum vertical distance between grade and the bottom of the overhanging Sign Face is at least 5.0m;
- l) Install or Display any Sign upon any pole, traffic Sign, or control box which is located within the Road Allowance, and which is managed or controlled by the Township, County or utility;
- m) Install or Display any Sign upon any tree, fence, gate or railing unless otherwise specifically permitted by this By-Law;

- n) Install or Display a Sign that obstructs any traffic Sign or device from the view of any pedestrian, or driver of a Motor Vehicle, or which interferes with vehicular traffic in a manner that could endanger any person;
- o) Install or Display an Electronic Message Centre(Digital Sign), or use a television, monitor, or similar device as a Sign, within 2.0m of and visible through a window;
- p) Install or Display a Sign on private Property for a purpose not ancillary to a principal use permitted under the Zoning By-law and carried on within a building located on the Property except as specifically permitted under this By-law;
- q) Permit an Electronic Message Centre(Digital Sign) to have a Dwell Time of less than ten (10) seconds or a transition time of more than one (1) second;
- r) Fail to dim or turn off an Illuminated Sign within 30m of a Residential Use between Sunset and Sunrise, if directed by conditions of a Sign Permits or Variance;
- s) Fail to turn off an Illuminated Sign when it is malfunctioning;
- t) Fail to maintain a Sign in a proper state of repair;
- u) Fail to remove, Alter, or repair a Sign which is not in compliance with this By-law when so directed by the Chief Building Official or Municipal By-law Enforcement Officer;
- v) Install, Display, Alter or repair any Mural that is prohibited under this By-law.

5.2 Unauthorized Signs

Unless otherwise specifically permitted by this By-law, or by a Variance thereto granted under Section 4.0, the following Signs are prohibited:

- a) Electronic Billboard Signs described in Section 6.2 are subject to consideration by Council as a Variance described in Section 4.4.1.
- b) Any Sign which, in whole or in part, uses animation, scrolling content, motion, rotation, fading, flashing, blinking light, or any effect that creates the illusion of movement;
- c) Any Sign that emits light exceeding a maximum luminance of 5000 Nits between Sunrise and Sunset;
- d) Any Sign the emits light exceeding a maximum luminance of 200 Nits between Sunset and Sunrise;

- e) Any Sign that imitates, resembles or could be confused with a traffic control Sign or device;
- f) Any Sign on an overpass;
- g) Any Sign that moves, swings or revolves;
- h) Any Sign which:
 - i. is obscene as that term is understood under the Criminal Code, R.S. C 1985, c. C-46, as amended;
 - ii. publishes defamatory statements, and/or
 - iii. by its words, symbols, or images is degrading or dehumanizing to an individual or group, particularly but not limited to on the basis of grounds protected under the Human Rights Code (Ontario);
- i) A Roof Sign;
- j) An Inflatable Sign;
- k) A Banner Sign;
- l) A Bag Sign, with the exception of those used as Real Estate Signs, Temporary Business Signs or Election Signs;
- m) Any Vehicle Displaying words or images that has been parked on a Property in a manner that is unrelated to its normal use as a Vehicle and which is more consistent with the use or intended use of the vehicle as a Sign;
- n) Any Sign that obstructs a parking space;
- o) Any Sign which advertises a business no longer conducted, or product no longer sold;
- p) Any Sign that Displays sequential messages, either on the same Sign or on subsequent Signs;
- q) A Third Party Sign, subject to permitted Zone-specific exemptions for:
 - i. A Garage Sale Sign;
 - ii. A temporary Sign associated with an open house or model home;
 - iii. A Mobile Sign being used by a Non-Profit Organization in connection with the promotion of that organization or its objects; or
 - iv. A Poster;
 - v. Billboard and/or Electronic Billboards approved by Variance, by Council.

- r) Any Sign that is Installed on the external wall of a building, unless posted in an area occupied by a business associated with the Sign and/or over a common entrance that leads to the business advertised.

5.3 Signs Not Requiring a Permit

5.3.1 This By-law shall not apply to:

- a) Any Incidental Sign;
- b) Any Sign Installed by, on behalf of, or by specific direction from the Township, County, Public Health, the Province of Ontario, Government of Canada or their agencies;
- c) Any Sign providing public notices in fulfillment of statutory notice requirements under the Planning Act, or any other Provincial or Federal statute Installed in accordance with the applicable policy of the Township for such notices;
- d) Any Sign authorized by the Township and located on public Property;
- e) Any Election Sign regulated by a Township By-law;
- f) Township-approved Murals that do not promote or advertise a person, place or thing for profit;
- g) A Commemorative plaque or corner stone of a non-advertising nature that does not exceed a height of 1.8m or an area of 0.5m²;
- h) Any Flag bearing only patriotic, civic, or religious emblems and/or support for diversity and inclusion;
- i) A Sign painted directly or otherwise attached to a Motor Vehicle, provided that such Motor Vehicle is parked in accordance with the Zoning By-law and is not being used primarily for Sign purposes.

5.3.2 A Sign Permit is not required for the following Signs; however, these Signs shall comply with all other requirements of this By-law unless otherwise provided:

- a) A Directional Sign in accordance with Section 6.4.7;
- b) A Garage Sale Sign in accordance with Section 7.1.1;
- c) A Temporary Personal Sign in accordance with Section 7.1.2;
- d) A Real Estate Sign in accordance with Section 7.1.3;
- e) A Seasonal Farm Product Sign in accordance with Section 7.1.5;
- f) An A-Frame Signs or T-Frame Sign located on private Property in accordance with Section 7.1.6;
- g) A Window Sign in accordance with Section 7.1.7;
- h) A Poster;

- i) An A-Frame or T-Frame Sign advertising a contractor undertaking landscaping, home construction, repairs or renovations etc., provided such Sign is Installed no more than two (2) days prior to the commencement of the project and is removed from the Property immediately after the project is complete;
- j) A non-Illuminated Address Sign not exceeding 0.2m²;
- k) A Pump Island Sign;
- l) Any Sign which has been authorized by the Township as part of an Event Permit.

5.4 Permit Application - Requirements

5.4.1 The applicant for a Sign Permit shall submit to the Township such information prescribed by the Sign Administrator in the prescribed format which may include any or all of the following:

- a) A complete application and Sign details;
- b) Written authorization of the Property Owner or manager having authority from the Owner to provide approval which clearly indicates consent to Display of the Sign on the Property;
- c) A current site plan on which is shown the location of the proposed Sign in relation to the lot, adjacent Streets, and any buildings or structures on the Property;
- d) Drawings showing plan, building elevations and cross section views of the proposed Sign and Sign structure, including dimensions, Sign Copy design, materials, engineered drawings (if required by the Chief Building Official);
- e) Where applicable, drawings and specifications showing the parts of the building to which the proposed Sign is to be attached;
- f) Where applicable, proof of a Heritage Permit for a Sign located on a Heritage Property;
- g) Evidence satisfactory to the Sign Administrator of consent of any other county, provincial or federal ministry or agency having jurisdiction over the Sign or the Property on which the Sign is proposed to be Installed;
- h) Where required, proof of general liability insurance Township of Puslinch named as additional insured for not less than two million dollars; and
- i) Any fee set out in the most current Fees and Charges By-law.

5.4.2 In addition to other provisions set out in this By-law, the Township may make a Sign Permit conditional on an encroachment agreement with the Township for a Sign proposed to be located on or over a public Road Allowance.

5.4.3 In addition to provisions set out in this By-law, the Sign Administrator, having regard for the purpose of this By-law, may impose conditions relating to public safety and to the size and location of Signs.

5.4.4 The Sign Administrator shall issue a Sign Permit if provisions of this By-law, and other applicable law known to the Sign Administrator, including provisions of the Building Code Act as determined by the Chief Building Official and other

guidelines of the Ministry of Transportation for the Province of Ontario and the County of Wellington, for which approvals have been received.

- 5.4.5 The Sign Administrator may request additional information respecting the proposed Sign and the Sign Permit Application.
- 5.4.6 Except in the case of a Sign Permit for a Temporary Sign, the Permit Holder shall provide written confirmation to the Sign Administrator within ten (10) days of Installation, confirming that the Sign has been Installed in accordance with the specifications set out in the Sign Permit.
- 5.4.7 Sign Permit applications for Mobile or Feather Banner Sign shall be submitted to the Sign Administrator no less than ten (10) business days in advance but not more than sixty (60) days prior to the Installation or Display of the Mobile or Feather Banner Sign.
- 5.4.8 Sign Permits are the property of the Township. The issuance of a Sign Permit does not imply renewal thereof.
- 5.4.9 The Township has absolute discretion over the assignment of a Sign Permit. A Sign Permit issued by the Township is not transferable, except on the written direction of the Township and subject to conditions that the Township may impose.
- 5.4.10 No Person shall sell, purchase, lease, mortgage, charge, assign, pledge, transfer, seize, distraint or otherwise deal with a Sign Permit issued by the Township under this or any previous Sign By-law.

5.5 Permit Application – Insurance Requirements and Indemnity

- 5.5.1 The applicant for a Sign Permit and the Permit Holder for which the Sign is Installed or Displayed shall be jointly and severally responsible to indemnify the Township, its officers, employees, servants and agents from all losses, damages, costs, expenses, claims, demands, actions, suits, or other proceedings of every nature and kinds arising from and in consequence of construction, Installation, Display, Alteration, and maintenance or removal of such Sign.
- 5.5.2 Every applicant for a Sign Permit in respect of a Sign which is, by this By-law, permitted to be located on or over a public Road Allowance shall provide proof of general liability insurance Township of Puslinch named as additional insured for not less than two million dollars and every such Person shall ensure that such insurance remains in effect as long as the Sign exists in such a location.
- 5.5.3 Every Person that Installs a Real Estate Directional Sign, open house or model home Sign on a Road Allowance shall provide proof of general liability insurance Township of Puslinch named as additional insured for not less than two million dollars and every such Person shall ensure that such insurance remains in effect as long as the Sign exists in such a location(s).

5.6 Permit Refusal, Cancellation, Revocation and Expiry

5.6.1 The Sign Administrator may refuse to issue a Sign Permit for any of the following reasons:

- a) The application is incomplete and/or the fees has not been submitted;
- b) The proposed Sign does not comply with this By-law an/or with any other Township by-law, county, provincial or federal statute or regulation;
- c) The applicant and/or Owner of the Property is in non-compliance with this By-law;
- d) In the case of a Billboard or Electronic Billboard, a Variance approval of Council is required and has not been obtained;
- e) A Heritage Permit is required and has not been obtained.

5.6.2 The Sign Administrator may cancel an application if:

- a) The applicant or Owner requests in writing that it be cancelled;
- b) The application has been refused for failure to provide information required pursuant to Section 5.1(d) (Permit Required) of this By-law and the applicant has not provided the required additional written information to the Sign Administrator within six (6) months of written notice from the Township that the Application is considered incomplete.

5.6.3 The Sign Administrator may revoke a Sign Permit if:

- a) The Permit Holder is unwilling or unable to comply with the conditions of an Order;
- b) The Permit Holder does not comply with the requirements of the Sign Permit in respect of requesting and cooperating with inspections and/or submitting required reports during the construction and Installation of the Sign;
- c) The Sign has been Installed, Altered or maintained in a manner which is in breach of a statute, regulation, or other enactment and/or contrary to the lawful directions of any government authority having jurisdiction over the area where the Sign is situated;
- d) The Sign Permit has been issued in error;
- e) The Sign Permit was issued in reliance on false, mistaken, incorrect, or misleading information or undertakings provided to the Township;
- f) The Sign Administrator determines that construction and Installation of the Sign has not been seriously commenced within six (6) months of the date of the Sign Permit issuance;
- g) The Sign Administrator determines that construction and Installation of the Sign has been suspended or discontinued for a period of more than one (1) year;
- h) The Property Owner and/or the Permit Holder requests in writing that it be revoked.

5.6.4 The Sign shall expire:

- a) Upon expiry of any Display period specified by this By-law or in the Sign Permit;
or
- b) Immediately upon removal of the Sign.

5.6.5 Any fee refunds relating to this By-law shall be governed by the most current Township Fees & Charges By-law.

5.7 Sign Maintenance

5.7.1 Every Person who owns or Displays a Sign, and/or is the Owner or tenant of the Property on which a Sign is Installed and/or Displayed, and any Permit Holder shall ensure that:

- a) A Sign is maintained in a proper state of repair and operated in a manner so that it does not become unsafe, structurally unsound, unsightly or dangerous;
- b) An Electronic Message Centre(Digital Sign), Illuminated Sign, Billboard or Electronic Billboard that malfunctions is turned off until it is repaired and is able to operate as intended;
- c) A Sign that has been defaced, damaged or destroyed to the extent that it requires repair or replacement, shall do so with the express permission of the Township pursuant to this By-law and a new application shall be required for Signs for which a Sign Permit is required.

5.8 Signs on Heritage Properties

5.8.1 All Signs and Sign Structures proposed to be Installed, Displayed, Altered or relocated on Property designated under the Ontario Heritage Act shall comply with the provisions of that Act with respect to alterations to the designated Property.

5.8.2 Notwithstanding any other section of this By-law, no Sign on a Heritage Property shall obstruct or impact the Heritage Attributes identified in the by-law designating the Property.

5.9 Sight Triangle and Driver Visibility Triangle

In addition to other requirements of this By-law, the following regulations apply to all Signs:

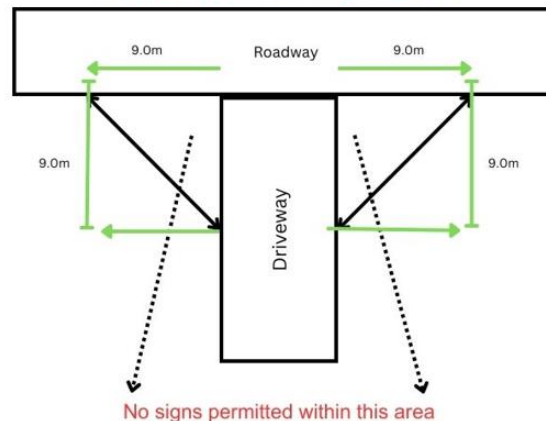
- a) On a corner lot, a Sign which extends beyond 0.6m in height above the elevation of the centre-line of the adjacent roadway of a public Road Allowance shall not be located within the Sight Triangle as defined in this By-law and the most recent Township Zoning By-law;
- b) For the purposes of calculating the extent of a Sight Triangle, the distance between the point of intersection of the two lot lines and their respective points of intersection with the line constituting the third side of the triangle shall be in accordance with the following Table 4.2 from the Township Zoning By-law 023-18 (as may be amended from time to time):

Requirements for Sight Triangles

STANDARD	
Where at least one of the abutting intersecting streets is a County Road or Provincial Highway	28 m
Where neither abutting intersecting street is a County Road or Provincial Highway	9 m
Where a street intersects a railway right-of-way at grade , or such greater distance as may be required from time to time by the Canadian Transportation Commission	46 m

- c) At a driveway, a Sign which extends beyond 0.6m in height above the elevation of the centre-line of the adjacent roadway of a public road allowance shall not be located within the Driver Visibility Triangle as defined in this By-law.
- d) For the purposes of calculated the extent of a Driver Visibility Triangle, the distance between the point of intersection of the private driveway and the abutting roadway shall be:
- e) Where the abutting intersecting roadway is a County roadway or Provincial Highway, the setback shall be no less than 28m;
- f) Where the abutting intersecting roadway is a Township roadway, the setback shall be no less than 9m.

Figure: Driver Visibility Triangle



5.10 Sign Design – Consideration of “Puslinch Design Guidelines”

Design Guidelines for Signs set out in the “Puslinch Design Guideline”, approved by Council and amended from time to time, should be incorporated wherever possible.

6.0 Regulations Respecting Size, Type & Location of Permanent Signs

6.1 Illuminated Signs

Table 6.1 - Regulation of Illuminated Signs	
Illuminated Sign	Details

Permitted Sign Types	<p>Illumination is only permitted on Permanent Signs.</p> <p>Any Illuminated Ground Sign that is greater than 2.5m in height shall only be Illuminated internally.</p> <p>Notwithstanding the above, Temporary Mobile Signs may be Illuminated.</p> <p>One Illuminated open/closed Sign with a maximum of 0.4m² Sign Face Area is permitted to be located on a first-floor window.</p>
Location Restrictions	<p>Unless specifically permitted by a condition of a Sign Permit or Variance, no Illuminated Signs are permitted within 30m of a Residential Use.</p> <p>No Sign in a residential Zone shall be Illuminated.</p>
Illumination	<p>Maximum luminance of 5000Nits between Sunrise and Sunset;</p> <p>Maximum luminance of 200Nits between Sunset and Sunrise.</p> <ul style="list-style-type: none"> • 5000cd/m² from Sunrise to Sunset (One Nit = One Candela per m² (cd/m²)) • 200cd/m² from Sunset to Sunrise (One Nit = One Candela per m² (cd/m²))

6.2 Electronic Billboard Signs

In accordance with Section 4.3.3(d), 5.2(a), Electronic Billboard Signs are Unauthorized Signs, with Council retaining the authority to approve such Signs through the Variance process outlined in Section 4.4.1.

6.3 Electronic Message Centres (Digital Signs)

Table 6.3 - Regulation of Electronic Message Centre(Digital Sign)	
Electronic Message Centres	Details

Permitted Sign Types	Electronic Message Centres(Digital Signs) are only permitted on Permanent Grounds Signs, Fascia(Wall) Signs and Menu Boards regulated by this By-law.
Location Restrictions	<p>Electronic Message Centres(Digital Signs) shall be located a minimum of 30m away from any Residential Use or intersection.</p> <p>Electronic Message Centres(Digital Signs) shall not be located on a Heritage Property without receiving a variance from Council.</p>
Sign Copy Content	Sign Copy Content is limited to static alphanumeric text and digital images.
Prohibited Content	<p>Unless otherwise permitted by this By-law, the following is prohibited on a Sign:</p> <p>Animation, motion, scrolling content, fading, flashing, or blinking lights, or any effects that may create the illusion of movement;</p> <p>Any directional information, whether in text or graphics;</p> <p>Any sequential messages, either on the same Sign or on subsequent Signs;</p> <p>Any imitation or resemblance of a Traffic Control Device.</p>
Minimum Dwell Time	Ten (10) seconds
Transition time between Successive Displays	0.1 second or instantaneous
Illumination	<p>Maximum luminance of 5000Nits between Sunrise and Sunset;</p> <p>Maximum luminance of 200Nits between Sunset and Sunrise.</p> <ul style="list-style-type: none"> • 5000cd/m² from Sunrise to Sunset (One Nit = One Candela per m² (cd/m²)) • 200cd/m² from Sunset to Sunrise (One Nit = One Candela per m² (cd/m²))

	Electronic Message Centers must be equipped with functioning automatic dimming technology which will automatically adjust the intensity of the Illumination in direct correlation with the ambient light conditions.
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6.4 Permanent Signs by Land Use

The Sign types listed in Column 1 of the table below shall only be permitted on a property with a Residential Use or in a Zone indicated in Column 3. Column 2 of the table below indicates the Section of this By-law applicable to each Sign Type listed.

In addition to other regulations of this By-law, the following regulations apply to residential, industrial, institutional, agricultural (including specialized zones) designated in the Zoning By-law:

RES	Residential Use
COM	Commercial (C, HC, AC) and Core Mixed Use (Central Business District – Aberfoyle and Morrison)
IND	Industrial (IND, EXI, DI)
INST	Institutional (I)
AGR	Agricultural (A, OS, NE)

Table 6.4 - Permanent Signs By Land use						
Column 1	Column 2	Column 3				
Sign Type	Section	RES	COM	IND	INST	AGR
Billboard	6.4.2		✓	✓	✓	✓
Ground	6.4.3	✓	✓	✓	✓	✓
Fascia(Wall)	6.4.4	✓	✓	✓	✓	✓
Awning	6.4.5		✓	✓	✓	✓
Projecting	6.4.6		✓	✓	✓	
Menu/Pre-Menu Board	6.4.7		✓	✓		
Directional	6.4.8		✓	✓	✓	✓

6.4.1 Permanent Sign Specifications – Maximum Sign Face Area

Notwithstanding any specifications outlined in this Section, the maximum Sign Face Area on a Property shall include the total area of all Permanent Signs on such property.

6.4.2 Billboard

No person shall Install, Alter, maintain a Billboard in conjunction with the uses listed in Column 1, below, unless the Sign complies with all other provisions of this By-law.

- a) A Billboard must be located on private Property.

- b) A maximum of one (1) Billboard sign is permitted on a commercial, industrial, institutional or agricultural property with a minimum required frontage of 100 m.
- c) A Billboard sign face may be a maximum of 25 m².
- d) A Billboard sign shall not be multi-faced.
- e) A Billboard shall not be located within 400 m of any limit of a County Road or MTO Highway without written permission from the appropriate road authority.
- f) A Billboard Sign shall not be erected within 250m of a major traffic sign and 500 m of a driver decision point.
- g) A Billboard shall not be located closer than 300 m measured in a straight line from a residential use.
- h) A Billboard sign shall be located no closer than the setback for buildings & structures of the most current Zoning By-law.
- i) A Billboard shall be no closer than 3 km from another Billboard on the same side of the highway.
- j) A Billboard shall be positions relative to one another so that no more than one Billboard shall be visible to an approaching drive at the same time.
- k) A Billboard shall not exceed 5 m in height above an adjacent roadway or 10 m in height if the sign is facing the 401.

6.4.2 Ground Signs

No person shall Install, Alter, maintain a Ground Sign in conjunction with the uses listed in Column 1, below, unless the Sign complies with all other provisions of this By-law.

Column 1	Column 2				
Land Use	Min. Lot Frontage	Number	Max. Sign Face Area	Max. Sign Height	Min. Street Line Setback
Property with a Residential Use – Address Sign (One Ground or Fascia(Wall) Sign per Property)	N/A	1 per Property	0.6m ²	1.3m	1.0m
Apartment and Institutional Zone (One Fascia(Wall) and One Ground Sign per entrance)	N/A	1 per entrance	3m ²	2.5m	1.0m
All Commercial Uses	Under 20m	1 per lot frontage	6m ² per Sign Face	3.5m	1.0m

All Commercial Uses	Over 20m to 30m	1 per lot frontage	9m ² per Sign Face	4.5m	1.0m
All Commercial Uses	Over 30m to 40m	1 per lot frontage	12m ² per Sign Face	5.5m	1.0m
All Commercial Uses	Over 40m to 50m	1 per lot frontage	15m ² per Sign Face	6.5m	1.0m
All Commercial Uses	Over 50m	1 per 50m of lot frontage	20m ² per Sign Face	7.5m	1.0m
Agricultural	Over 25m	1 per lot frontage	10m ² per Sign Face	7.5m	1.0m
All Industrial Uses with 30m or less of Lot Frontage	N/A	1 per lot frontage	10m ² per Sign Face	7.5m	1.0m
All Industrial Uses with 30m of Lot Frontage or more	N/A	1 per lot frontage	15m ² per Sign Face	7.5m	1.0m

- a) A Ground Sign must be located on private Property.
- b) Based on the formula in Table 6.4.2, no more than 2 (two) free standing Signs shall be located on a Property and such Signs must be located a minimum distance of 50m from each other or those located on an abutting Property.
- c) A Ground Sign must be located a minimum distance of 3m from an adjacent Property or driveway or exit.
- d) Every Illuminated Ground Sign shall be a minimum of 30m from any Residential Use.
- e) The maximum Sign Face Area for a Ground Sign that is double faced or multi-faced, shall be double the permitted area for one Sign Face.
- f) A Ground Sign that contains three Sign Faces, each Sign Face shall be attached to the adjacent Sign Face at an angle of no greater than ninety (90) degrees.
- g) Every Ground Sign that is greater than 2.5m in height shall only be internally Illuminated.
- h) The Illumination of a Ground Sign must be in compliance with Section 6.1.
- i) Electronic Message Centres(Digital Signs) must comply with Section 6.3.
- j) A Ground Sign located in a commercial or industrial Zone shall Display the municipal address in numerals and letters that are a minimum of 15cm in height.

6.4.3 Fascia (Wall) Signs

No person shall Install, Alter, maintain a Fascia (Wall) Sign in conjunction with the uses listed in Column 1, below, unless the Sign complies with all other provisions of this By-law.

Table 6.4.3 – Regulation of Fascia (Wall) Signs	
Column 1	Column 2
Land Use	Fascia (Wall) Sign – Max. Sign Face Area
All Commercial, Industrial & Institutional Uses (except uses listed below)	20% of the external wall area per façade of that part of the building occupied by a business in connection with the Sign to a maximum of 20m ²
Retail store or restaurant accessory to a Gas Bar or Motor Vehicle service station	20% of a wall facing a Street Line or fuel pumps
Car Wash or service bay accessor to a Gas Bar or Motor Vehicle service station	15% of a wall with an entrance and 10% of a wall with an exit facing fuel pumps
Gas Bar Canopy accessory to a Gas Bar or Motor Vehicle service station	20% maximum canopy face
Individual Free Standing or Multi-Occupant Industrial Establishment	15% of the building face of the first storey for each occupancy

- a) A Fascia (Wall) Sign must be Installed on the building face of the business or office advertised, unless it is Installed in an area occupied by a business associated with the Sign and/or over a common entrance that leads to the business advertised.
- b) A Facia (Wall) Sign must be Installed a minimum distance of 1.0m from an adjacent Property.
- c) A Fascia (Wall) Sign may project a maximum of 0.5m from a building face and must provide a minimum clearance of 2.5m above the ground surface.
- d) A Facia (Wall) Sign must be Installed on the first Storey of a building face unless otherwise permitted by this By-law. This shall not apply to an enclosed shopping centre.
- e) A building of three (3) or more Storeys, located in a commercial zone, may Install one (1) non-Illuminated Fascia (Wall) Sign per Property on the top storey of the building. If this Section is utilized, then no other Signs are permitted to be located on any other Storey of the side of the building to which there is a Fascia (Wall) Sign on the top Storey.
- f) Roof structures as shown on architectural elevations are not included in the calculation. When the maximum Sign Face Area of a Fascia (Wall) Sign is related to the area of the building face, it shall be taken as that building face projected on a plane parallel to the Sign Face, or tangent thereto if the Sign Face is not flat. The Sign must be attached to the building face used to calculate the maximum Sign Face Area.

- e) Every Illuminated Fascia (Wall) Sign shall be a minimum of 30m from any Residential Use.
- f) An Illuminated Fascia (Wall) Sign may be internally or externally Illuminated.
- g) The Illumination of a Fascia (Wall) Sign must be in compliance with Section 6.1.
- h) Electronic Message Centres (Digital Signs) must comply with Section 6.3.
- i) A Fascia (Wall) Sign shall not be Installed in a manner that covers Heritage Attributes of the building or structure.
- j) Changeable Copy on a Fascia (Wall) Sign is prohibited.

6.4.4 Awning Signs

An Awning Sign shall be Installed, Altered and/or maintained in conjunction with the regulations below and all other provisions outlined in this By-law.

- a) An Awning Sign must be Installed on the building face of the business or office advertised, unless it is Installed in an area occupied by a business associated with the Sign and/or over a common entrance that leads to the business advertised.
- b) Awning Sign is restricted to the first story of a building or structure.
- c) An Awning Sign must be Installed a minimum of 0.5m from an adjacent Property.
- d) The minimum Awning Sign vertical clearance shall be:
 - i. 2.5m when projecting over an area intended for pedestrian traffic.
 - ii. 4.3m when within 1m of an area intended for vehicular traffic.
- e) The maximum Sign Face Area shall be calculated as 20% of the external wall area per facade of that part of the building occupied by a business in connection with the Sign to a maximum of 20m²
- f) Changeable Copy on an Awning Sign is prohibited.
- g) The maximum Sign Face Area of the Awning must not exceed 80% (eighty percent) of the Awning length.
- h) An Awning Sign may be externally Illuminated, internally Illuminated or non-Illuminated.
- i) Every Illuminated Awning Sign shall be a minimum of 30m from any Residential Use.
- j) The Illumination of an Awning Sign must be in compliance with Section 6.1.
- k) An Awning Sign shall not be Installed in a manner that covers Heritage Attributes of the building or structure.
- l) No Person shall Install or maintain an Awning Sign or portion thereof which projects over a Street or Road Allowance without first entering into an agreement with the Township, indemnifying the Township from and against all manner of claims for damage, loss, expense or otherwise, arising from the Installation, maintenance, removing or falling of such Sign or part thereof.

6.4.5 Projecting Signs

A Projecting Sign shall be Installed, Altered and/or maintained in conjunction with the regulations below and all other provisions outlined in this By-law:

- a) A Projecting Sign must be Installed on the building face of the business or office advertised.
- b) One Projecting Sign for each exterior ground floor entrance door of the business or office advertised is permitted.
- c) A Projecting Sign is restricted to the first story of a building or structure.
- d) A Projecting Sign must be Installed a minimum distance of 2.0m from an adjacent Property.
- e) The maximum Sign Face Area for a Projecting Sign is 2m².
- f) Changeable Copy on a Projecting Sign is prohibited.
- g) The minimum clearance above ground surface shall be 2.4m when projecting over an area intended for pedestrian traffic and 9m when projecting over an area intended for vehicular traffic.
- h) The maximum Projecting Sign projection over a Street Line is 2m.
- i) A Projecting Sign may be externally Illuminated, internally Illuminated or non-Illuminated.
- j) The Illumination of the Projecting Sign must be in compliance with Section 6.1.
- k) A Projecting Sign shall not be Installed in a manner that covers Heritage Attributes of the building or structure.
- l) No Person shall Install or maintain a Projecting Sign or portion thereof which projects over a Street or Road Allowance without first entering into an agreement with the Township, indemnifying the Township from and against all manner of claims for damage, loss, expense or otherwise, arising from the Installation, maintenance, removing or falling of such Sign or part thereof.

6.4.6 Menu and Pre-Menu Board Signs

No person shall Install, Alter, maintain a Menu Board or Pre-Menu Board in conjunction with the uses listed in Column 1, below, unless the Sign complies with all other provisions of this By-law.

Table 6.4.6 – Regulation of Menu & Pre-Menu Boards						
Column 1	Column 2					
	Permitted Sign Type & Specification					
	Number	Menu Board		Pre-Menu Board		
		Max. Sign Face Area	Max. Height	Number	Max. Sign Face Area	Max. Sign Height
Restaurant	1 per drive through lane	4.1m ²	3.0m	1 per drive through	2.0m ²	3.0m
Restaurant accessory to Gas Bar or Motor Vehicle Service Station	1 per drive through lane	2.0m ²	3.0m	Not permitted	N/A	N/A
Car Wash accessory to Gas Bar or Motor Vehicle Service Station	1 per Car Wash	2.0m ²	3.0m	Not permitted	N/A	N/A
Car Wash	1 per Car Wash	2.0m ²	3.0m	Not permitted	N/A	N/A

- a) A Menu or Pre-Menu Board must be Installed on private Property.
- b) A Menu or Pre-Menu Board must be Installed a minimum distance of 9.0m from a public Street Line.
- c) A Menu or Pre-Menu Board must be Installed a minimum of 3.0m from an adjacent Property. If the Sign Face is visible from a property with a Residential Use, then the minimum setback is 30m.
- d) Changeable Copy is permitted on a Menu or Pre-Menu Board.
- e) Electronic Message Centres(Digital Signs) must be in compliance with Section 6.3, with the exception that the Dwell Time shall be five (5) seconds and animation during transition is permitted.
- f) A Menu or Pre-Menu Board may be non-illuminated or internally Illuminated

- g) The Illumination of the Menu or Pre-Menu Board must be in compliance with Section 6.1.

6.4.7 Directional

A Directional Sign shall be Installed, Altered and/or maintained in conjunction with the regulations below and all other provisions outlined in this By-law:

- a) A Directional Sign must be Installed on private Property.
- b) One Directional Sign is permitted to be located at each entrance and/or exit to a Property from a Street.
- c) A Directional Sign must be located a minimum distance of 1.0m from a Street Line.
- d) The maximum Sign Face Area for a Directional Sign is 0.8m².
- e) The maximum height of a Directional Sign is 1.2m.
- f) A Directional Sign may be non-illuminated or internally Illuminated.

7.0 Regulations Respecting Size, Type & Location of Temporary Signs

The Sign types listed in Column 1 of the table below shall only be permitted on a property with a Residential Use or in a Zone indicated in Column 4. Column 3 of the table below indicates the section of this By-law applicable to each Sign Type listed.

In addition to other regulations of this By-law, the following regulations apply to residential, commercial, industrial, institutional, agricultural (including specialized zones) designated in the Zoning By-law:

RES	Residential Use
COM	Commercial (C, HC, AC) and Core Mixed Use (Central Business District – Aberfoyle and Morriston)
IND	Industrial (IND, EXI, DI)
INST	Institutional (I)
AGR	Agricultural (A, OS, NE)

Table 7.0 - Regulation of Temporary Signs by Land Use							
Column 1	Column 2	Column 3	Column 4				
Sign Type	Requires Permit	Section	RES	COM	IND	INST	AGR
Garage Sale	No	7.1.1	✓				✓
Temporary Personal	No	7.1.2	✓			✓	✓
Temporary Business Sign	No	7.1.3	✓	✓	✓	✓	✓

Real Estate Sign on Private Property	No	7.1.4	✓	✓	✓	✓	✓
Real Estate Directional, Open House/Model Home	Yes	7.1.5	✓				
Seasonal Farm Produce Sign	No	7.1.6					✓
A-Frame or T-Frame Sign	Yes	7.1.7		✓	✓	✓	✓
Window Sign	No	7.1.8		✓	✓	✓	
Mobile Sign	Yes	7.1.9		✓	✓	✓	
Feather Banner Sign	Yes	7.1.10		✓	✓	✓	
Development Sign and Hoarding Sign	Yes	7.1.11	✓				
Home Occupation Sign	Yes	7.1.12	✓				✓
Community Event Sign	Yes	7.1.13	✓	✓	✓	✓	✓
Community Event Directional Sign	No	7.1.14	✓	✓	✓	✓	✓
Wall Banner Sign	Yes	7.1.15		✓	✓	✓	

7.1 Temporary Signs by Land Use

7.1.1 Garage Sale Sign

A Garage Sale Sign is temporary Signs that **does not** require a Sign Permit but must be Installed as follows:

- a) In a residential Zone or agricultural Zone.
- b) No earlier than 5:00PM two (2) days immediately before the garage sale and shall be removed by 7:00AM on the day immediately following the garage sale.
- c) Not exceeding 1m² in Sign Area.
- d) No more than one Garage Sale Sign located on or in front of the Property and two (2) off-site locations.
- e) May be located on the untraveled portion of the Street or Road Allowance, in a manner that does not create a traffic hazard.
- f) Not Illuminated.

7.1.2 Temporary Personal Sign

A Temporary Personal Sign is a temporary Sign that **does not** require a Sign Permit but must be Installed as follows:

- a) Only on private Property with a Residential Use or in an institutional or agricultural Zone.
- b) No more than three (3) consecutive days.
- c) No more than one Temporary Personal Sign per Property at the same time;
- d) Not permanently constructed or affixed to any structure.
- e) Not exceeding 3.7m² per face on a Sign board, and a height of not greater than 1.5m in height.
- f) Set back 1.0m from Street Line and/or an adjacent Property.
- g) Not Illuminated.

7.1.2 Temporary Personal Sign

A Temporary Personal Sign is a temporary Sign that **does not** require a Sign Permit but must be Installed as follows:

- a) Only on private Property with a Residential Use or in an institutional or agricultural Zone.
- b) No more than three (3) consecutive days.
- c) No more than one Temporary Personal Sign per Property at the same time;
- d) Not permanently constructed or affixed to any structure.
- e) Not exceeding 3.7m² per face on a Sign board, and a height of not greater than 1.5m in height.
- f) Set back 1.0m from Street Line and/or an adjacent Property.
- g) Not Illuminated.

7.1.3 Temporary Business Sign

A Temporary Business sign is a temporary Sign that **does not** require a Sign Permit but must be Installed as follows:

- a) Only on private Property, in any Zone.
- b) Not more than two (2) days before work begins and not more than five (5) days after completion of work on the property is completed.
- c) One (1) sign with a sign face not exceeding 0.8m² if Installed on a Property with a Residential Use and not exceeding 4.4m² if Installed on a Property in any other Zone.
- d) Set back 1.0m from Street Line and/or an adjacent Property.
- e) Not Illuminated.

7.1.4 Real Estate Sign

A Real Estate Sign is a temporary Sign that **does not** require a Sign Permit but must Installed as follows:

- f) Only on private Property, in any Zone.
- g) Not more than five (5) days before offers can be made and not more than thirty (30) days after the acceptance of a firm offer to purchase, lease, or rent of the Property.
- h) One (1) sign not exceeding 0.8m² if Installed on a Property with a Residential Use and not exceeding 4.4m² if Installed on a Property in any other Zone.
- i) Set back 1.0m from Street Line and/or an adjacent Property.
- j) Not Illuminated.

7.1.5 Real Estate Directional Sign, Open House or Model Home Sign

A Sign directing traffic to a to a property listed for sale, lease or rent, or a Sign advertising an open house or model home are temporary signs that **require a Sign Permit**, and must be Installed as follows:

- a) In any Zone;
- b) Not more than thirty (30) days after the acceptance of a firm offer to purchase, lease, or rent of the Property;
- c) Not more than five (5) days prior to the open house and must be removed six (6) hours after the event.
- d) Not before 4:00PM on a Friday preceding the opening of a weekend model home sales centre and shall be removed no later than 10:00AM the following Monday.
- e) Not exceeding 0.5m² per Sign Face and a maximum height of 1.0m in height;
- f) No more than one (1) Real Estate Directional Sign (for each property being advertised) is permitted off-site
- g) No more than one (1) Sign located on or in front of the open house or model home Property and no more than eight (8) off-site locations.
- h) No less than 3.0m between the Real Estate Directional Sign, open house or model home Sign and any other Sign.
- i) Not Illuminated.
- j) Any Person that Installs, Displays or owns a Real Estate Directional Sign, open house or model home Sign that is located on a Street or Road Allowance shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on a Street or Road Allowance.

7.1.6 Seasonal Farm Produceet Sign

Seasonal Farm Produceet Signs are temporary Sign that **does not** require a Sign Permit, but must be Installed as follows:

- a) On private Property, in an agricultural Zone.
- b) Displayed only when product is for sale.
- c) Not greater than 1.0m² in size.

- d) No more than one (1) Sign on or in front of the Property on which the product is sold and two (2) off site locations.
- e) A setback from the Street Line of at least 1.0m.
- f) Not Illuminated.

7.1.7 A-Frame or T-Frame Sign

A-Frame and T-Frame Signs are Temporary Signs that **require a Sign Permit**, and must be installed as follows:

- a) In a commercial, industrial or institutional Zone.
- b) Must be removed when the business is closed or when it may interfere with snow removal; sidewalk maintenance or when weather conditions have the potential to move the Sign.
- c) A maximum Sign Face Areas and any sign face shall not exceed 0.56m².
- d) A-Frame or T-Frame Sign shall be no more than 1.0m in height.
- e) Maximum of one (1) A-Frame or T-Frame Sign for every sidewalk Street frontage.
- f) A-Frame or T-Frame Sign shall be located:
 - i. In front of the business which the Sign is advertising;
 - ii. Within 2.0m of the building;
 - iii. Within 3.0m of an adjacent Property line or driveway entrance;
 - iv. In a manner so that at least 2.0m width of the sidewalk/walkway remains unencumbered.
- g) No A-Frame or T-Frame Sign shall be Installed on unlevel ground.
- h) Not Illuminated.
- i) Any Person that Displays on A-Frame or T-Frame on a Street or Road Allowance shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on a Street or Road Allowance.

7.1.8 Window Sign

Window Signs are temporary Sign that **do not** require a Permit and must be Installed as follows:

- a) In a commercial, industrial or institutional Zone.
- b) Window Signs may cover a combined maximum of 50% of the window or faux window area located on the building face of the ground floor of the business being advertised.
- c) Not Illuminated.
- d) One electronic, illuminated open/closed Sign with a maximum Sign Face Area of 0.4m² is permitted to be located on a first-floor window, is permitted.

7.1.9 Mobile Sign

Mobile Signs are temporary Signs, that **require a Sign Permit**, and must be Installed as follows:

- a) On private Property, in a commercial, industrial or institutional Zone.
- b) Maximum Display period per Mobile Sign Permit is thirty (30) days.
- c) Maximum Display period to advertise the opening of a new business location may be ninety (90) days per Mobile Sign Permit.
- d) Maximum number of Mobile Sign Permits issued per location in one (1) calendar year shall be one (1).
- e) Maximum Sign Face Area shall be 4.4m² and 1.8m in height.
- f) Maximum of one (1) Mobile Sign for every Property at one time.
- g) Maximum size of letters used on a Mobile Sign shall be 0.5m in height.
- h) No Mobile Sign shall be located or permitted to be located within:
 - i. 1.0m of the Street Line;
 - ii. 3.0m of an Property Line;
 - iii. the Sight Triangle or Driver Visibility Triangle;
 - iv. 15m of any Traffic Control Device.
- i) No Mobile Sign shall be Installed on unlevel ground.
- j) A Mobile Sign may be Illuminated in accordance with Section 6.1 of this By-law.
- k) A Mobile Sign shall not incorporate features of an Electronic Message Centre(Digital Sign);
- l) A Sign Permit application for a Mobile Sign shall be accompanied by a letter from the property Owner or their authorized agent confirming knowledge of, and agreement with, application.

7.1.10 Feather Banner Sign

Feather Banner Signs are Temporary Signs that **require a Sign Permit** and must be Installed as follows:

- a) In a commercial, industrial or institutional Zone.
- b) Maximum Sign Face Area shall be 2.3m².
- c) Feather Banner Sign shall be no more than 0.76m wide and 3.0m in height.
- d) Maximum of one (1) Feather Banner Sign for every 25m of frontage to a maximum of four (4) per Property.
- e) No Feather Banner Sign shall be located or permitted to be located within:
 - i. In such a way that it impedes a drivers visibility or sightlines;;
 - ii. 3.0m of an adjacent Property line or driveway entrance;
 - iii. 15m of the intersection of any two Street Lines or frontages;
 - iv. 15m from any Traffic Control Device.
- f) No Feather Banner Sign shall be Installed on unlevel ground.
- g) Any Person that Displays a Feather Banner on a Street or Road Allowance shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such

insurance remains in effect as long as the Sign is placed on a Street or Road Allowance.

7.1.11 Development Sign and Hoarding Sign

Development and Hoarding Signs are temporary Signs that **require a Sign Permit** and must be Installed as follows:

- a) Only on private Property, in any Zone.
- b) All Development and Hoarding Signs shall be removed from the Property within sixty (60) days of the first unit occupancy on the lot.
- c) Development Sign shall be no more than 12m² in Sign Face Area and maximum height of 7.5m.
- d) Development Sign shall have a minimum 13m setback from any Street Line and be located a minimum distance of 3.0m from an adjacent Property or driveway or exit.
- e) Hoarding Sign shall have a maximum height of 2.0m or maximum height of the fencing, whichever is less.
- f) No more than one (1) Development Sign for every 150m of frontage on the development Property being advertised.
- g) No more than one (1) Hoarding Sign on the development Property being advertised.
- h) No Sign shall be located on any lands to be conveyed to the Township or which may form a part of a Street or Road Allowance.
- i) The Development or Hoarding Sign Copy Area shall identify:
 - i. The project name;
 - ii. Name and contact information for the developer(s) and/or builders; and
 - iii. Such other information as required by the conditions of draft approval of the development.
- j) The Development Sign must be a Ground Sign.
- k) Not Illuminated.

7.1.12 Home Occupation Sign

A Home Occupation Sign is a temporary Sign that **requires a Sign Permit** and must be Installed as follows:

- a) Only on private Property on a Property with a Residential Use.
- b) Not exceeding 1m² in Sign Area and 1.2m in height.
- c) Maximum one (1) Sign per Property.
- d) Shall be setback at least 1.0m from the Street Line.
- e) Shall be located no higher than the first Storey in the case of a Window or Fascia(Wall) Sign.
- f) Shall be a Ground, Window or Fascia(Wall) Sign.

- g) Not Illuminated.

7.1.13 Community Event Sign

Community Event Signs are temporary Signs advertising an event sponsored or held by a Non-Profit Organization, **require a Sign Permit**. The Sign Permit Fee is waived for events identified as an Annual Community Event in Schedule "A" forming a part of this By-law.

Community Event Signs are temporary signs advertising an event sponsored or held by a Non-Profit Organization and must be Installed as follows:

- a) In any Zone.
- b) Not more than three (3) weeks prior to the event and must be removed as soon as possible after the day of the event.
- c) Sign shall not exceed 1.2m by 2.4m in size.
- d) May be located on private Property or on a Road Allowance.
- e) Signs located on a Road Allowance will be Installed in locations approved by the Director of Public Works.
- f) Signs shall be professionally designed and approved by the Sign Administrator prior to installation.
- g) Signs shall be a Ground Sign and Installed to the satisfaction of the Chief Building Official.
- h) Not Illuminated.
- i) Any Person that Installs, Displays or owns a Sign that is located on Township Property shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on Township Property.

7.1.14 Community Event Directional Sign

Community Event Directional Signs are temporary Signs that **require a Sign Permit**. The Sign Permit Fee is waived for events identified as an Annual Community Event in Schedule "A" forming a part of this By-law.

Community Event Directional Signs are temporary Signs advertising an event sponsored or held by a Non-Profit Organization, and must be Installed as follows:

- a) In any Zone.
- b) Not more than seven (7) days prior to the event and must be removed by 11:59PM on the day of the event.
- c) Not exceeding 0.5m² per Sign Face and a maximum height of 1.0m in height;
- d) No less than 3.0m between the directional Signs and any other Sign.
- e) May be located on private Property or on a Road Allowance.

- f) Signs located on a Road Allowance will be Installed in locations approved by the Director of Public Works.
- g) Not Illuminated.
- h) Any Person that Installs, Displays or owns a Sign that is located on Township Property shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on Township Property.

7.1.15 Wall Banner Sign

Wall Banner Signs are Temporary Signs that **require a Sign Permit** and must be Installed as follows:

- a) On private Property, in a commercial, industrial or institutional Zone.
- b) Maximum Display period per Wall Banner Sign Permit is thirty (30) days.
- c) Maximum Display period to advertise the opening of a new business location may be ninety (90) days per Wall Banner Sign Permit.
- d) Maximum number of Wall Banner Sign Permits issued per location in one (1) calendar year shall be one (1).
- e) Maximum Sign Face Area shall be 4.9m².
- f) Minimum height above ground shall be 2.4m.
- g) Restricted to the façade area of the part of the building occupied by the business being advertised.
- h) Not Illuminated.

8.0 Enforcement

8.1 This By-law may be enforced by Officers and/or the Clerk and Chief Building Official, and their designates. Without limiting/restricting any other power, duty or function granted by this By-law, Officers and/or the Clerk and Chief Building Official, and their designates may: give direction, issue an Order to discontinue or to perform work and further give verbal or written direction and may enter Property and/or carry out and direct whatever inspection, are reasonably required to determine compliance with this By-law.

8.2 An Order may include but is not limited to:

- a) Immediately desist from the activity constituting or contributing to such contravention; and
- b) Take immediate action to mitigate and/or remediate the impacts of the activity.

8.3 Officers and the Designated Official may, at any reasonable time:

- a) Enter and inspect Property 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;

- b) Enter the Property to collect information, take photographs, videos, or measurements, readings and samples;
 - c) Require the production of copies of reports, manifests, or other documents for the purpose of auditing any Sign or compliance with the conditions of a Permit, agreement or Order; and
 - d) 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.
- 8.4 Where an Officer has reasonable grounds to believe that an offence has been committed by a Person, the Officer may require the name, address, and proof of identity of that Person, and the Person shall supply the required information.
- 8.5 No Person shall:
- a) Hinder or obstruct or attempt to obstruct the Designated Official, Officer, or person in the discharge of duties under this By-law as required by the Designated Official or Officer in order to bring a Sign into compliance with this By-law or an Order issued under this By-law;
 - b) Provide false information in any statement, whether orally, in writing or otherwise, made to an Officer or the Designated Official;
 - c) Hinder or obstruct, or attempt to hinder or obstruct, any Officer or Designated Official who is exercising a power or performing a duty under this By-law;
 - d) Fail to obey an Order issued under this By-law.
- 8.6 Where any Sign is Installed, Displayed, Altered, repaired or maintained, the Owner of the Property is presumed to have undertaken, caused, or permitted the Sign to be Installed, Displayed, Altered, repaired or maintained, which presumption may be rebutted by evidence to the contrary on a balance of probabilities.
- 8.7 If an Officer or the Designated Official is satisfied that a person has Installed, Displayed, Altered, repaired or maintained any Sign in contravention of the provisions of this By-law, the Conditions of a Permit, and/or an agreement pursuant to this By-law, the Officer may issue an Order requiring work to be done to correct the contravention.
- 8.8 Orders issued shall contain the municipal address and/or the legal description of the Property, and shall set out:
- a) Reasonable particulars of the contravention, the work to be done, any work or action required to cease or be undertaken to rectify the contravention, and the period within which there must be compliance with the Order; and
 - b) Notification that if the work or action is not done, or ceased, as the case may be, in compliance with the Order within the period specified, the Township may have the work done at the expense of the Owner and seek penalties as outlined in this By-law.

9.0 Service of Documents

9.1 Service of any document, including an Order, under this By-law shall be serviced as follows:

- a) Personally, or by prepaid registered mail to the last known address of the Owner, the Permit Holder and any other Person to whom the Order is issued;
or
- b) If the Township is unable to effect service on the Owner, a placard containing the terms of the Order may be placed in a conspicuous place on the Property and the placing of the placard shall be deemed to be service of the Order;
- c) In addition to 9.1(a) and/or (b), service of any document may be given by email to the last known email address of the Owner, the Permit Holder and any other Person to whom the Order is issued.

9.2 If an Order is served on a Person by registered mail, it shall be deemed to have been served on the Person on the fifth (5th) day after the mailing of the Order, which deemed service may be rebutted by the Person proving, on a balance of probabilities, that they did not receive the Order.

An Order may also be issued to a new Owner in any case where ownership of the Property has changed but the offence continues or remains.

10.0 Recovery of Costs

10.1 If a Person fails to do a matter or thing, including comply with an Order under this By-law, as directed or required by this By-law, the Township may, in default of it being done by the Person directed or required to do it, do the matter or thing at the Person's expense, and may enter upon the Property at any reasonable time for this purpose.

10.2 The Township may recover all costs associated with doing the matter or thing, including administrative fees, by action or it may collect them in a like manner as municipal taxes.

10.3 The Township may recover its costs of remedying a violation of this By-law by invoicing the Owner, by instituting court proceedings or by adding the cost, including interest, to the tax roll, and the exercise of any other available remedy.

10.4 The Township has priority lien status in accordance with Section 1(3) of the Act on the Property for the amount spent to do the work (and administrative fees).

11.0 Penalty and Offence

11.1 (1) Every Person who contravenes any provision of this By-law and every director or officer of a corporation who concurs in such contravention by the corporation, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the Provincial Offences Act, R.S.O. 1990, c.P.33, as it may be amended from time to time.

(2) If an Order has been issued under this By-law, and the Order has not been complied with, the contravention of the Order shall be deemed to be a continuing offence for each day or part of a day that the Order is not complied with.

- 11.2 Every Person who is guilty of a non-continuing offence under this By-law shall be subject to the following penalties:
- a) Upon a first conviction under this By-law, to a fine not less than \$500.00 and not more than \$50,000.00 per offence;
 - b) Upon a second offence or each subsequent offence, to a fine not less than \$500.00 and not more than \$100,000.00.
- 11.3 Every Person who is guilty of a continuing offence under this By-law shall upon conviction be subject to a fine of not less than \$500.00 and not more than \$10,000 for each day or each part of a day that the offence continues up to a maximum of \$100,000 per continuing offence.
- 11.4 Upon conviction, any penalty imposed under this By-law shall be collected under the authority of the Provincial Offences Act, R.S.O. 1990, c.P.33, as amended.
- 11.5 When a Person is convicted of an offence under this By-law, the Ontario Court of Justice or any court of competent jurisdiction thereafter may, in addition to any other penalty or remedy imposed on the Person convicted, make an Order:
- a) prohibiting the continuation or repetition of the offence by the Person convicted; and/or
 - b) requiring the Person convicted to undertake to achieve compliance with this By-law within such reasonable time as the Court Orders.

12.0 Schedules

Schedule "A" - Annual Community Events

[Schedule "B" – Determination of Fees](#)

Schedule "C" - Short Form Wording and Set Fines (attached hereto does not form part of this By-law)

13.0 Effective Dates and Repeal of Predecessor By-law

13.1 This By-law Repeals By-laws 9/91, 49/14, 21/18 and 021-2022.

13.2 This By-law shall come into force and effect upon its passage, at which time By-law 9/91, 021-2022 and all amendments thereto shall hereby be repealed.

READ A FIRST, SECOND AND THIRD AND FINALLY PASSED THIS X OF XX, 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

DRAFT

SCHEDULE "A"
BY-LAW xx-2024
TOWNSHIP OF PUSLINCH

ANNUAL COMMUNITY EVENTS

1. Fall Fair
2. Santa Claus Parade
3. Canada Day
4. Family Day
5. Remembrance Day

DRAFT

SCHEDULE “B”
TOWNSHIP OF PUSLINCH
DETERMINATION OF FEES

Type of Revenue/User	Unit/Decr	2024/2025 Rate	Comments
Sign Permit	See User Fees and Charges By-law	See User Fees and Charges By-law	With building permit.
Temporary Sign Permit	Flat Fee	\$110.00	Signs requiring a permit in accordance with Section 7. 4.4
Sign Variance (Staff Approval)*	Administrative	\$200.00	In accordance with section 4.4.1
Sign Variance (Council Approval)*	Administrative	\$1,247.50	In accordance with section 4.4.2
Sign Refusal Appeal (Council Approval)*	Administrative	\$1047.50	In accordance with section 4.4.3

*Subject to disbursements and third part consultant fees including legal reviews for the processing of the application/appeal.

SCHEDULE "C"

TOWNSHIP OF PUSLINCH

PART 1 PROVINCIAL OFFENCES ACT – BY-LAW xx-2024: SIGN BY-LAW

Being a By-law to Regulate the Installation, Display, Alteration, repair, maintenance and removal of Signs

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provisions Creating or Defining Offence	COLUMN 3 Set Fine
PROHIBITIONS			
1	Install, Display or Alter, or repair a Sign without a Permit	5.1(d)	\$500.00
2	Install, Display or Alter, or repair a Sign except in accordance with approved plans and drawings	5.1(e)	\$500.00
3	Fail to dim or turn off an Illuminated Sign within 30m of a Residential Use between Sunrise and Sunset	5.1(r)	\$300.00
4	Fail to maintain a Sign in a proper state of repair	5.1(t)	\$300.00
ENFORCEMENT			
5	Hinder or obstruct, or attempt to hinder or obstruct an Officer	8.5(a)	\$900.00
6	Failure to comply with an Order issued under this By-law	8.5(d)	\$700.00



REPORT ADM-2024-050

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Interim Municipal Clerk

PRESENTED BY: Justine Brotherston, Interim Municipal Clerk

MEETING DATE: October 9, 2024

SUBJECT: 2025 Conferences and Delegations

RECOMMENDATION

That Report ADM-2024-050 entitled 2025 Conferences and Delegations be received; and

That Council direct staff to bring this report back when dates are known for delegations in order to determine delegation requests as applicable.

Purpose

The purpose of this report is to provide Council with information regarding Rural Ontario Municipal Association (ROMA), Ontario Good Roads Association (OGRA), Association of Municipalities of Ontario (AMO), and Federation of Canadian Municipalities (FCM) 2025 Conferences and to provide Council with advanced notice of the opportunities for delegations for applicable conferences.

Background

Council has approved the following Conferences for attendance by Council and specified members of staff. Below is a chart providing details of the date, location, early bird registration and delegation opportunities.

<u>Conference</u>	<u>Date</u>	<u>Location</u>	<u>Early Bird Registration</u>	<u>Delegations</u>
ROMA	January 19 to 21, 2025	Toronto, ON	Registration Early Bird Deadline - October 31, 2024 Hotel Early Bird - December 17, 2024	Deadline – TBD (November 2024)

OGRA	March 30 to April 2, 2025	Toronto, ON	Early Bird Registration begins – November 12, 2024	Deadline - TBD
AMO	August 17 to 20, 2025	Ottawa, ON	Hotel Early Bird –TBD January 2025 Registration Early Bird Deadline – TBD	Deadline – TBD
FCM	May 29 to June 1, 2025	Ottawa, ON	Registration Early Bird Deadline – TBD	N/A

Committee Conferences

<u>Conference</u>	<u>Date</u>	<u>Location</u>	<u>Early Bird Registration</u>
Ontario Heritage Conference	TBD	TBD	TBD
National Trust	TBD	TBD	TBD
Parks and Recreation Ontario Expedition & Trade Show	TBD	TBD	TBD
Annual Parks Education Forms	TBD	TBD	TBD

Staff request that members of Council advise as soon as possible if they are interested in attending the ROMA, OGRA, AMO or FCM conferences in 2025.

For more information regarding the 2025 ORGA, AMO and FCM links have been includes below:

- 1) ROMA - <https://www.roma.on.ca/roma-conference>
- 2) OGRA - <https://goodroads.ca/conference/>
- 3) AMO - <https://www.amo.on.ca/2024-amo-conference>
- 4) FCM - <https://fcm.ca/en/events-training/conferences/annual-conference-and-trade-show>

Financial Implications

2025 Conference registration fees have been included in the proposed 2025 budget for Council’s consideration.

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

None

Respectfully submitted,

Reviewed by:

**Justine Brotherston,
Interim Municipal Clerk**

**Courtenay Hoytfox,
Interim CAO**



REPORT PW 2024-005

TO: Mayor and Members of Council

PREPARED BY: Lynne Banks, Development & Legislative Coordinator

PRESENTED BY: Lynne Banks, Development & Legislative Coordinator

MEETING DATE: October 9, 2024

SUBJECT: Proposed Permanently Stop Up, Close and Declare Surplus – Road Allowances - Part of Cockburn Street and all of Barnside Road
File: T09-COC

RECOMMENDATION

That Report PW-2024-005 entitled Proposed Permanently Stop Up, Close and Declare Surplus – Road Allowances - Part of Cockburn Street and all of Barnside Road be received; and

That Council authorize staff to proceed to permanently stop up, close and declare surplus part of the Cockburn Street and all of Barnside Road allowances; and

That Council give three readings to By-law 2024-061 being a By-law to stop up and close part of the Cockburn Street and all of the Barnside Road road allowances; and

THAT Council deem the road allowances surplus to the needs of the Township with the intention of the disposal of the road allowances.

Purpose

The purpose of this report is to seek authorization from Council to proceed with permanently stopping up, closing and declaring surplus part of Cockburn Street and all of Barnside Road (hereinafter referred to as the “road allowances”) as shown on Attachment “A” to this report.

Background

As Council is aware, the Township has received a request from a landowner to purchase the subject portion of Cockburn Street that runs perpendicular to, and lies south of, Brock Road South, as well as all of Barnside Road that is parallel to, and to the south of Brock Road South.

In order to ensure that the properties abutting that portion of Cockburn Street south of Brock Road South to the east and west, and known municipally as 51-53 Brock Road South, have access to those properties, a reference plan is being prepared to create 2 parts on the plan which will be transferred to the abutting landowners to ensure access to each property off of Cockburn Street, as shown on Attachment "A" is maintained.

Section 34 of the Municipal Act provides that a by-law permanently closing a highway does not take effect until a certified copy of the by-law is registered in the proper land registry office.

Prior to proceeding with the sale of the road allowances, both a portion of Cockburn Street and all of the Barnside Road road allowances must be stopped up and permanently closed. The roads are considered closed once a by-law is passed closing the road allowances and is registered on title in the Land Registry Office for both road allowances.

As part of this process the Township is required to advertise the closure of the road allowances in the local newspaper and on the Township website 10 days prior to the Council meeting where the report and by-law will be on the agenda closing the road allowances. Notice was given in the Wellington Advertiser on September 26, 2024, and on the Township's website satisfying this statutory requirement.

Following Council's approval to permanently close the roads and declare surplus to the Township's needs, and after registration of the road closing by-law on title to the road allowances, a report and by-law will be presented to Council at a future meeting for authorization to sell the property to the abutting landowner for the appraised value and execute the Agreement of Purchase and Sale as well as ancillary documents related to the sale of the road allowances.

Financial Implications

Minimal impact to the Township as the requesting landowner has agreed to pay all Township costs with respect to the closure and future sale of the road allowances.

Applicable Legislation and Requirements

Municipal Act, 2001, as amended

Attachments

Attachment "A" – Map showing the proposed access to abutting properties on Cockburn Street

Attachment "B" – Map showing Cockburn Street Road Allowance

Attachment "C" – Map showing Barnside Road Road Allowance

Attachment "D" – Draft By-law to Stop Up, Close and Declare Surplus

Respectfully submitted,

Reviewed by:

Lynne Banks
Development & Legislative
Coordinator

Justine Brotherston
Interim Municipal Clerk

ATTACHMENT "A"

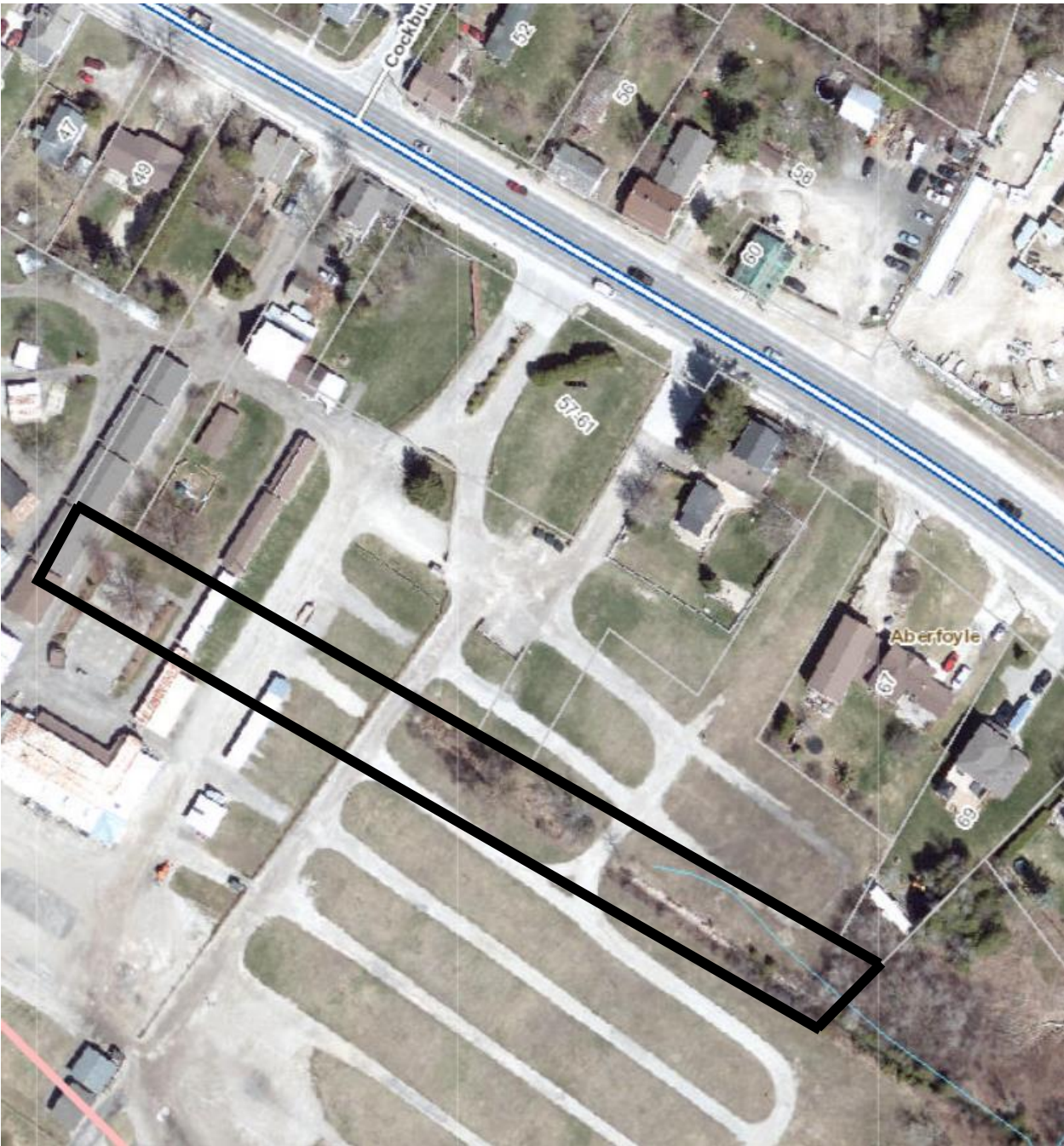
(proposed division of portion of Cockburn Street for access to abutting properties)



ATTACHMENT "B"
(Cockburn Street Road Allowance)



ATTACHMENT "C"
(Barnside Road Road Allowance)



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER XXX-2024

Being a by-law to Stop Up, Close and Declare Surplus Cockburn Street, Plan 119 Township of Puslinch and Barnside Road, Plan 119, Township of Puslinch.

WHEREAS, Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Municipal or any other Act;

AND WHEREAS, Section 28(2) of the Municipal Act, 2001, as amended, gives full jurisdiction over all road allowances to a Municipality;

AND WHEREAS pursuant to the provisions of Section 34 of the Municipal Act, R.S.O. 2001, c.25, as amended, the Council of every municipality may pass by-laws for stopping up any highway or part thereof and selling same;

AND WHEREAS the Council of the Corporation of the Township of Puslinch deems it expedient to stop up close and declare surplus the following road allowances:

1. Cockburn Street, Plan 119 Township of Puslinch (PIN 71196-0112(LT)); and
2. Barnside Road, Plan 119, Township of Puslinch (PIN 71196-0113(LT)).

AND WHEREAS, notice of this by-law was given in the Wellington Advertiser on September 26, 2024.

NOW THEREFORE the Council of the Township of Puslinch enacts as follows:

1. That Cockburn Street, Plan 119 Township of Puslinch (PIN 71196-0112(LT)) is hereby stopped up, closed and declared surplus.
2. That Barnside Road, Plan 119, Township of Puslinch (PIN 71196-0113(LT)) is hereby stopped up, closed and declared surplus.
3. That this By-law does not take effect until it has been registered on title in the Land Registry Office.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9th DAY OF OCTOBER 2024.

James Seeley, Mayor

Justine Brotherston, Clerk



paradigm
TRANSPORTATION SOLUTIONS LIMITED

Township of Puslinch Speed Limit Study

Paradigm Transportation Solutions Limited

2024-10
240262



Project Number:

240262

Township of Puslinch Speed Limit Study

Date and Version:

2024-10
2.0.0

Client:**Township of Puslinch**

7404 Wellington Road 34
Puslinch ON N0B 2J0

Mike Fowler
Director of Public Works, Parks and
Facilities

<< Original Signed By >>

Josh de Boer, P.Eng.

Consultant Project Team

Joshua de Boer, Senior Project
Manager, Associate
Prateek Jain, Transportation Consultant

**Paradigm Transportation
Solutions Limited**

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Executive Summary

Content

The Township of Puslinch retained Paradigm Transportation Solutions Limited (Paradigm) to conduct a review of posted speed limits on rural roads within its jurisdiction.

Posted speed limits help motorists select safe operating speeds and inform motorists of the maximum appropriate operating speed under favourable conditions. Posted speed limits also dictate expected behaviour that is subject to sanctions in the context of traffic law.

The purpose of this report is to review the Township of Puslinch rural road network and identify appropriate posted speed limits for each road.

Methodology

This report includes:

- ▶ A review of existing conditions on the road network, including existing posted speed limits. A review of applicable *Highway Traffic Act (HTA)* regulations is provided as well;
- ▶ A detailed analysis of key features that influence posted speed limits. This process primarily follows the Transportation Association of Canada (TAC) *Canadian Guidelines for Establishing Posted Speed Limits (CGEPSL)* methodology, supplementing this process with engineering judgement based on local conditions;
- ▶ An analysis of each road to determine appropriate posted speed limits. Key assumptions and considerations are detailed in this section;
- ▶ Results indicating the recommended posted speed limit for each road; and
- ▶ Implementation strategies, including a recommended speed limits for each road. Future areas of consideration are also included in this section.

Conclusions

Based on the investigations carried out, it is concluded that:

- ▶ Unless otherwise posted (and prescribed by municipal by-law), the speed limits on roads under the jurisdiction of the Township



of Puslinch are defined in Section 128 of the Highway Traffic Act (HTA);

- ▶ Over a third (35.0%) of the road network (by road length) currently operates with an unposted speed limit of 80 km/h. Less than 1% (0.9%) of the Township road network operates at a posted speed limit of 40 km/h, 4.6% at 50 km/h, 53.8% at 60 km/h, 4.5% at 70 km/h, and 1.2% at 80 km/h;
- ▶ The Township may, through municipal by-law, prescribe rates of speed different than those stipulated in Section 128 of the HTA;
- ▶ Study results recommend speed limits varying between 40 km/h and 70 km/h, with a majority of road segments recommended at 50 km/h and 60 km/h. A complete set of recommendations are contained within the report;
- ▶ Although road hazards are considered when recommending posted speed limits, road segments with unfavorable road geometry, sharp bends and water hazards may require advisory speed limit signs in addition to the posted speed limit signs; and
- ▶ A Signage Plan, indicating where all posted speed limit signs should be installed, will be provided, subject to Township Council approval.

Recommendations

Based on the findings of this report, it is recommended the Township:

- ▶ Adopt the posted speed limits contained herein;
- ▶ Review the need for advisory speed limit signs on the Township road network; and
- ▶ Adopt a speed management plan to monitor and evaluate motorist compliance, and identify focus areas for speed limit enforcement and/or further review.



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1 Introduction

1.1 Background

The Township of Puslinch is a predominantly rural community located in the County of Wellington in south-central Ontario. The Township has a land area of 214.62 square kilometres and 7,944 permanent residents, based on the 2021 Canadian census.¹ This represents an 8.3% increase in Township population from 2016. The Township features several small communities and a significant amount of farmland and rural area. The Township includes the communities of Aberfoyle, Aikensville, Arkell, Badenoch, Crieff, Glen Christie, Killean, Paddock's Corners, Morriston, Corwhin, Downey, Puslinch, and Puslinch Lake. The Township's administrative centre is located in Aberfoyle where the municipality's administrative offices and fire station are found. The Township does not contain a traditional main commercial activity center, but there are some commercial establishments located along sections of Brock Road North, Brock Road South and Queen Street, stretching southwest of the City of Guelph.

The Township has two major divided highways. Highway 401 runs east-west along in the south of the Township and provides strategic access to regions across Ontario. Highway 6 runs north-south from Guelph to Highway 401 and continues south through Morriston out of the Township towards Hamilton. The Township is nestled between Cambridge and Milton, in the vibrant Toronto-Windsor corridor, making it a highly travelled region to cross through in southern Ontario. The population of the Township is predominantly between 15 to 65 years of age, representing 63.9% of the total population.²

Vehicle speeds have become an increasing concern within the community in recent years with its growing population. The Township is located in predominantly rural settings and road safety is a primary concern when setting speed limits. The Township has several roads that are narrow and unpaved with hidden driveways and many smaller communities.

Conducting a speed limit study helps determine appropriate speed limits that balance the need for efficient travel with the safety of all road users. A speed limit study is essential for the Township to promote safety, ensure compliance with legal requirements and establish consistent and appropriate speed limits that consider local road

¹ Statistics Canada. *Census*. 2021

² Statistics Canada. *Census*. 2016



conditions and traffic patterns. Therefore, a study of vehicle speeds and subsequent updates to the road network is needed.

1.2 Purpose

The purpose of this report is to review the Township of Puslinch road network and identify appropriate posted speed limits for each road to ensure safe and efficient vehicle travel. The report documents recommended speed limits.

1.3 Scope

The speed limit review intends to promote public safety by recommending appropriate vehicle speeds while maintaining reasonable driver adherence expectations. The report evaluates all roads with unposted speed limits equal to or greater than 60 km/h within the Township of Puslinch jurisdiction and does not include surrounding municipalities. Road segments with posted speed limits of 60 km/h or greater that included portions of speed limits below 60 km/h are included in the study. This report identifies appropriate posted speed limits, in accordance with the *Highway Traffic Act (HTA)*.

Each road is assessed based on a comprehensive “windshield” survey conducted by Paradigm staff in July 2024. The survey included an on-site review of each studied road segment, where pertinent data and observations have been collected.

The recommended posted speed limits for each road follow the Transportation Association of Canada (TAC) *Canadian Guidelines for Establishing Posted Speed Limits (CGEPSL)*. Roads are assessed based on their configuration and existing conditions. Temporal variations with respect to month, season and weather are considered qualitatively after the quantitative analysis.

Discussions with Township staff provided direction for the study. There was no direct engagement with the residents on the specific recommendations presented in this report.

Report Structure

This report is organized as follows:

- ▶ **Chapter 1** provides context and defines parameters. Key assumptions are stated here;
- ▶ **Chapter 2** documents the existing road network as well as the regulatory framework under which it operates. The findings of the field investigations are included in this section as well;



- ▶ **Chapter 3** details the speed limit review process and outlines the methodology for determining the recommended posted speed limit;
- ▶ **Chapter 4** analyzes the data to develop recommended posted speed limits based on TAC *CGEPSL* guidelines and local conditions;
- ▶ **Chapter 5** summarizes analysis results, recommending speed limits for the studied road network, considering the recommendations from Chapter 4 of the TAC *CGEPSL*, existing posted speed limits, and other Township policies;
- ▶ **Chapter 6** outlines the recommended implementation plan for the recommended speeds. It also includes suggested next steps, notably speed management techniques and enforcement opportunities; and
- ▶ **Chapter 7** summarizes the study report, stating key conclusions and recommendations derived from the study.



2 Existing Conditions

2.1 Road Network Characteristics

The Township of Puslinch road network is predominantly situated within rural lands, consisting mainly of farmland and forests. It also connects small urban centres to each other and external communities. The network provides far-reaching access with more than 241 kilometres of roads maintained and operated by the Township, covering an area from east of Cambridge to just West of Campbellville. This network provides vital access to employment, health, social and education services.

Most of the roads in the Township are located in rural areas with low population densities. Some roads receive maintenance year-round, and some only seasonally. Reduced or half load restrictions are imposed each year during the spring thaw to protect Township roads when road damage is most likely to occur.³ Most private roads are maintained either by individuals or an association of property owners.

On-street parking is prohibited or not available on 72.5% of Township roads, 26.2% of roads have permitted on-street parking but rarely utilized, and the remaining 1.3% of roads have permitted on-street parking and more frequently utilized.

The majority of the Township's roads do not have transit facilities. There is one GO Bus Park & Ride stop at Brock Road and McLean Road in Aberfoyle for GO Bus routes 17, 25, 29, and 48. These routes provide access to Guelph, Waterloo, Hamilton, Mississauga, and Toronto.⁴ Additionally, along Townline Road, there are two bus stops for Route 65 operated by Grand River Transit (GRT) that provide connections to other transit routes across Cambridge, Kitchener, and Waterloo.⁵ However, this segment of Townline Road is along the Township border and managed by the County of Wellington.

The Township strives to provide safe and reliable roads to allow for the efficient movement of goods, services and people throughout the community.

2.1.1 Road Network Review and Statistics

In July 2024, Paradigm staff conducted an extensive windshield survey of all Township-managed roads with a posted speed limit of 60 km/h or

³ Township of Puslinch. *Roads Management Plan*. 2023

⁴ GO Transit. *Regional Bus Map*. 2024

⁵ Grand River Transit. *System Map*. 2023



greater as well as all rural roads without posted speed limits. The survey documents key characteristics of each road segment and inventories existing speed limit signage. During this review Paradigm staff collected video footage of each road segment to support a desktop review of key road characteristics.

The municipal network is comprised of approximately 241 kilometres of public roads, subdivided into 175 segments. One road segment, Concession Road 7, between Maltby Road West and Wellington Road 34 was entirely closed due to construction during the data collection period and was not able to be driven on, resulting in a total of 174 road segments included as a part of the data collection.

The key information collected for each road segment includes the:

- ▶ Road environment (e.g., urban or rural);
- ▶ Existing posted speed limit;
- ▶ General lane width (narrow, moderate, or wide);
- ▶ Road Hazards (higher, medium, lower);
- ▶ Pedestrian Exposure (higher, medium, lower);
- ▶ Cyclist Exposure (higher, medium, lower);
- ▶ Road surface condition (smooth, fair/rough, poor/unpaved);
- ▶ Number of intersection stops;
- ▶ Number of signalized intersections;
- ▶ Number of roundabouts;
- ▶ Number of crosswalks;
- ▶ Number of railway crossings;
- ▶ Number of intersection side stops;
- ▶ Number of all-move driveways;
- ▶ Number of restricted movement driveways;
- ▶ Number of highway interchanges; and
- ▶ Level of on-street parking (higher, medium, lower, N/A).

Of all 174 road segments, 91.4% are considered rural, meaning at least 50% of their frontage does not contain development. The road characteristics portray a studied road network with low levels of vehicle congestion, posted speed limits in the range of 50 to 80 km/h, and other rural road conditions. The remaining 8.6% of the roads are considered urban with over 50% frontage containing development and either unposted or posted speed limits of 50 km/h.



Twenty (20) road segments (11.5%) are considered to operate with narrow lanes, 142 segments (81.6%) are considered to operate with medium lanes, and 12 segments (6.9%) are considered to operate with wide lanes.

Table 2.1 summarizes the proportions of the municipal road network operating with or without a posted speed limit. Approximately 35.0% of the network (by road length) is unposted and another 53.8% operates with a posted speed limit of 60 km/h. The remaining roads operate at either 40 km/h, 50 km/h, 70 km/h, or 80 km/h. All roads are in accordance with The *Highway Traffic Act (HTA)* recommendation of posting speed limits in increments of 10 kilometres per hour.

TABLE 2.1: LENGTH OF ROADS PER POSTED SPEED LIMIT

Speed Limit	Length of Network (km)	Proportion of Network
40 km/h	2.21	0.9%
50 km/h	11.09	4.6%
60 km/h	129.84	53.8%
70 km/h	10.84	4.5%
80 km/h	3.01	1.2%
Unposted	84.55	35.0%
Total	242.03	100.0%

Table 2.2 summarizes the review of road surface conditions based on the guidance published in the TAC *CGEPSL*. The findings indicate that 30.5% of the network is in poor condition or unpaved, 67.2% is in fair or rough condition, whereas 2.3% of the network is in good or smooth condition.

Figure 2.1 shows the current posted speed limit for each road segment.

Appendix A contains the detailed summary of information collected for each road segment.



TABLE 2.2: SURFACE CONDITION OF ROADS AS A PROPORTION OF THE ENTIRE NETWORK

Road Surface Condition	Length of Network (km)	Proportion of Network
Poor or unpaved	73.60	30.5%
Fair or rough	162.38	67.2%
Good or smooth	5.57	2.3%
Total	242.03	100.0%

Table 2.3 summarizes the condition and quantity of existing speed limit signs found on the Township road network. Approximately 9.3% of the signs are deemed to be in excellent condition, 67.3% in good condition, 19.8% in fair condition, and 3.6% in poor condition.

TABLE 2.3: EXISTING POSTED SPEED LIMIT CONDITION AND QUANTITY

Sign Condition	Quantity	Proportion
Excellent	31	9.3%
Good	224	67.3%
Fair	66	19.8%
Poor	12	3.6%
Total	333	100%



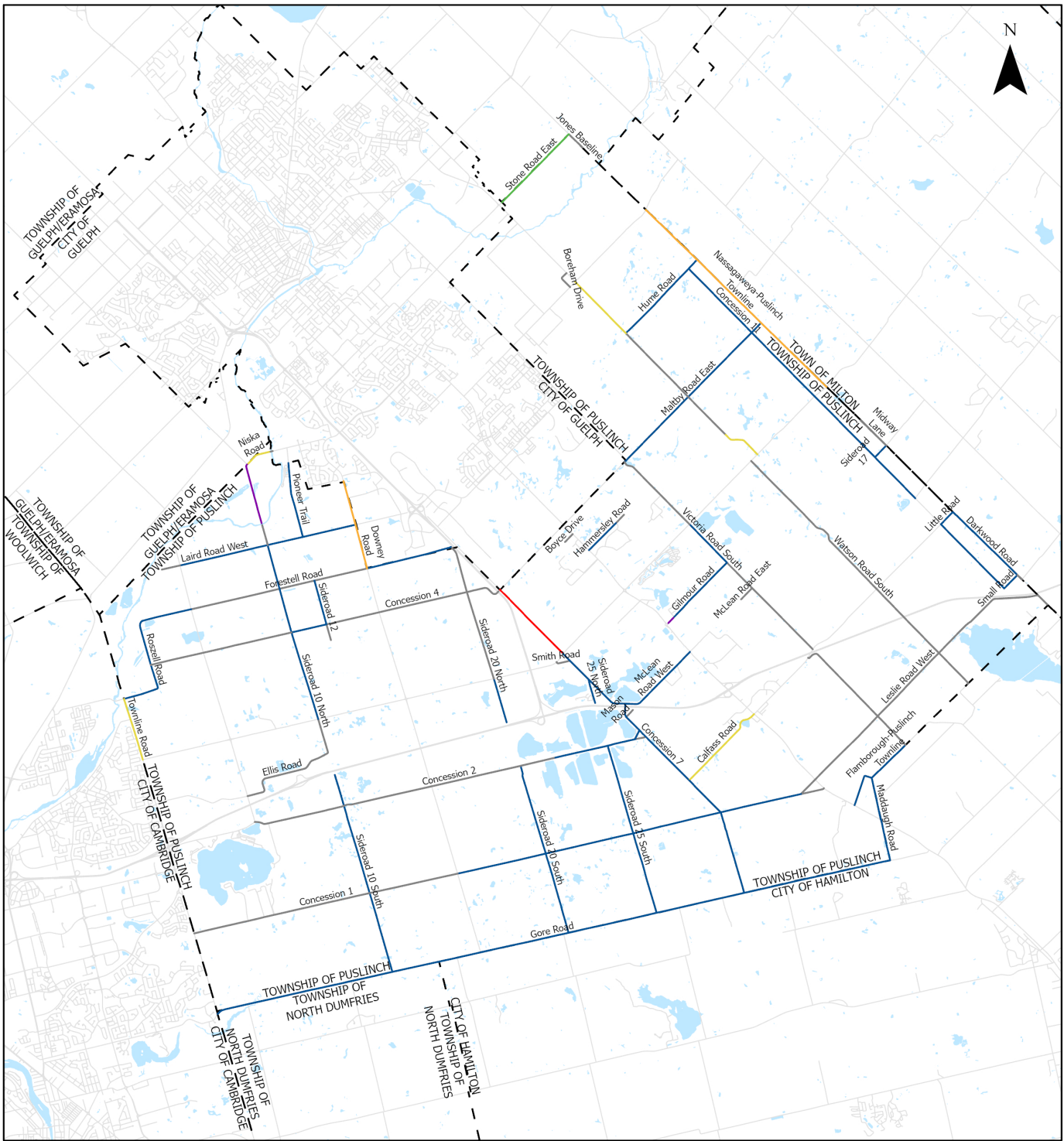


FIGURE 2.1
Current Posted Speed Limits

LEGEND

Current Posted Speed Limit

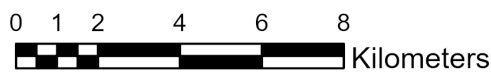
- N/A
- 40 km/h
- 50 km/h
- 60 km/h
- 70 km/h
- 80 km/h
- Unposted

Date: August 2024

WGS 1984 Web Mercator (auxiliary sphere)

DATA SOURCES:

Township of Puslinch, Land Information Ontario



2.2 Regulatory Framework for Speed Limits in Ontario

Posted speed limits help motorists select safe operating speeds and inform drivers of the maximum appropriate operating speed under favourable conditions. Posted speed limits also dictate behaviour that is subject to sanctions in the context of traffic law.

Studies show that speeding is a significant contributing factor to severe injury and fatal collisions.⁶ In general, as the speed at impact increases, so does the severity of injury.⁷ Higher speeds not only escalate the risk of more catastrophic collisions, but also increase the probability of a collision happening in the first place. Vehicles travelling at higher speeds require a greater distance to stop and are afforded less space for manoeuvring to avoid a collision.⁸ However, selecting posted speed limits that are too low will result in low adherence by motorists. Motorists cannot be reasonably expected to drive at speeds much lower than road design speeds. Therefore, it is important that posted speeds are at the appropriate limit.

In Ontario, statutory speed limits (also known as default speed limits) are prescribed in Section 128 of the HTA. These speed limits apply to all public roads in the province, unless otherwise posted, whether under the jurisdiction of the Ministry of Transportation (MTO), a regional municipality or county, or a local municipality or township.

The application of the default speed limits prescribed in the HTA may not adequately reflect the maximum safe speed at a location when considering localized conditions such as road geometry, traffic demands, and the surrounding environment. Therefore, road authorities can enact speed limits on their roads, different than those stipulated in the HTA, for the protection of the public while ensuring appropriate travel speeds.

Section 128 of the HTA establishes the regulatory framework for setting speed limits in Ontario. Unless otherwise posted, or prescribed by municipal by-law, the provisions in the HTA apply. Subsection 1 states:

(1) *No person shall drive a motor vehicle at a rate of speed greater than,*

⁶ US Department of Transportation, National Highway Traffic Safety Administration. An Analysis of Speeding-Related Crashes: Definitions and the Effects of Road Environments. 2009.

⁷ World Health Organization. Managing Speed. 2017. p. 5.

⁸ TAC. "Driver Behaviour and Capabilities" in Speed Management Guide. 2016.



- (a) *50 kilometres per hour on a highway within a local municipality or within a built-up area*
- (b) *despite clause (a), 80 kilometres per hour on a highway, not within a built-up area, that is within a local municipality that had the status of a township on December 31, 2002 and, but for the enactment of the Municipal Act, 2001, would have had the status of a township on January 1, 2003, if the municipality is prescribed by regulation;*
- (b.1) *80 kilometres per hour on a highway not within a local municipality or within a built-up area.*

This provision, commonly known as the **statutory (or unposted) speed limit**, applies as the default speed limit for all roads in the Township of Puslinch without maximum speed signs posted through Ontario Regulation 8/03.⁹

Section 1 of the *Highway Traffic Act (HTA)* defines a “built-up area” as “a territory contiguous to a highway not within a local municipality, other than a local municipality that had the status of a township on December 31, 2002 and, but for the enactment of the Municipal Act, 2001, would have had the status of a township on January 1, 2003, where,

- a) *not less than 50 per cent of the frontage upon one side of the highway for a distance of not less than 200 metres is occupied by dwellings, buildings used for business purposes, schools or churches,*
- b) *not less than 50 per cent of the frontage upon both sides of the highway for a distance of not less than 100 metres is occupied by dwellings, buildings used for business purposes, schools or churches, or*
- c) *not more than 200 metres of the highway separates any territory described in clause (a) or (b) from any other territory described in clause (a) or (b),*

and signs are displayed as required by the regulations.”

Specific subsections of Section 128 related to posted speed limits include the following:

⁹ Province of Ontario. O. Reg. 8/03: Local Municipalities Where 80 Kilometres Per Hour Speed Limit Applies. 2003.



- ▶ Subsection 2 permits municipal councils to pass by-laws prescribing rates of speed that differ from the statutory limit on roads under their jurisdiction. The speed limit set must be less than 100 km/h;
- ▶ Subsection 5 permits municipal councils to pass by-laws prescribing lower rates of speed for road sections adjoining schools. The speed limit reduction can be in effect for specified times and dates, if denoted by the municipality; and
- ▶ Subsection 6 permits a municipality to set lower speed limits for vehicles passing over identified bridges. Further, subsection 6.1 allows for reduced speed limits on roads with grades of 6 per cent or higher. The municipality can also prescribe specific classes of vehicles for the grade restriction in its enabling by-law.

In 2017, the provincial government amended the HTA and added subsection 2.1 as part of the Safer School Zones Act, 2017 to allow municipalities to prescribe rates of speed lower than 50 km/h for all roads within a designated area. Prior to this amendment, speed limit signs had to be posted along each roadway with a reduced speed limit. Now, a municipality can post gateway speed limit signs at entry and exit points to a designated area and all streets in that area assume the same speed limit.



3 Methodology

Speed limits aid motorists in selecting safe operating speeds for the prevailing conditions, which will vary as the roadway geometry, traffic demands, and road environment change. The selection of a posted speed limit must take into consideration legislative regulations per the HTA, as well as public recognition and understanding, ease of implementation, and adherence to recognized engineering standards and practices.

The TAC *CGEPSL* provides a systematic, consistent, and repeatable process for establishing posted limits.¹⁰ This process considers the risks associated with the physical design of the road, its setting, and expected traffic conditions to provide an evaluation tool for selecting appropriate posted speed limits based primarily on the classification, function, and physical characteristics of a roadway.

The evaluation methodology begins with identifying the ideal speed according to surrounding land use (urban or rural), cross-section components, median separation and road classification. For township roads, the ideal speed is based on the typical function of these roads and public expectations under minimal risk conditions. A systematic evaluation of the risks related to geometry and traffic criteria is then carried out considering the following characteristics:

- ▶ Horizontal geometry
- ▶ Vertical geometry
- ▶ Average lane width
- ▶ Roadside hazards
- ▶ Pedestrian exposure
- ▶ Cyclists' exposure
- ▶ Pavement surface
- ▶ Intersection density
- ▶ Access density
- ▶ Interchange density
- ▶ On-street parking

The guidebook recommends that practitioners compare the recommended speed limit with the prevailing speeds of the road (typically the 85th percentile speed) and its safety performance. The 85th percentile speed is “the speed at or below which 85% of free-flowing vehicles travel.”¹¹ The posted speed limit and 85th percentile speeds should be relatively consistent, indicating the classification, function, and physical characteristics of the roadway are understood

¹⁰ Transportation Association of Canada. Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009).

¹¹ Forbes, Gerald J., et.al, Methods and Practices for Setting Speed Limits, An Informational Report. Institute of Transportation Engineers (ITE) and Federal Highway Administration, (Washington, DC: ITE, 2012).



and respected by drivers. However, these guidelines do not consider the 85th percentile speed in determining the recommended speed limit.

Figure 3.1 depicts the seven steps included in the TAC *CGEPSL* evaluation methodology to study township roads. The first step in the process is to identify the ideal speed based on **roadway characteristics** (denoted by the blue box). A systematic assessment of **risk evaluation criteria** related to geometry and traffic is then conducted (yellow box) to establish the recommended posted speed limit (green box). The recommended speed limit can be the same or lower than the ideal speed depending on the level of risk.

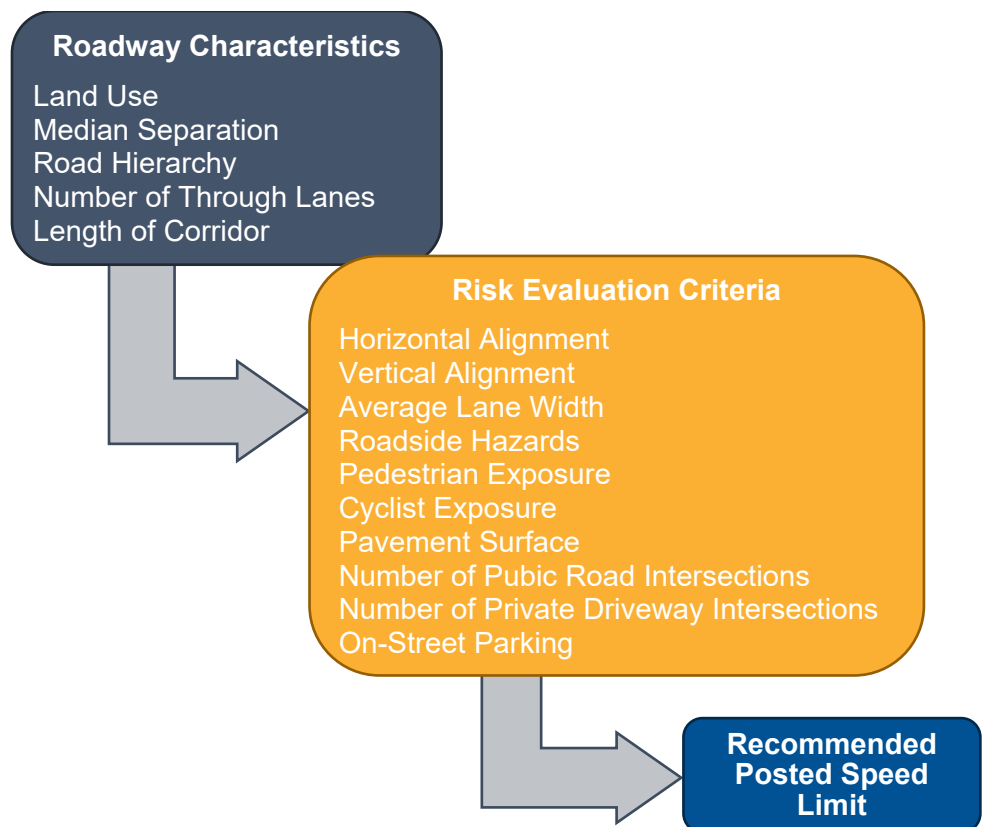


FIGURE 3.1: TAC CANADIAN GUIDELINES FOR ESTABLISHING POSTED SPEED LIMITS EVALUATION METHODOLOGY

If there is a significant discrepancy between the recommended speed limit and current operating speeds, the road authority should consider engineering solutions to address incongruities. As with guidebooks of this nature, sound engineering judgement and knowledge of local conditions should always be applied when reviewing and establishing posted speed limits.



The following section discusses the selection of appropriate roadway characteristics and risk evaluation criteria employed in the speed limit setting methodology to ensure consistent application on roads under the Township's jurisdiction. The TAC *CGEPSL* includes a Microsoft Excel-based *Automated Speed Limit Guidelines Spreadsheet* to aid in this process. The tool includes three forms:

- ▶ **Form A:** Automated Speed Limit Guidelines Spreadsheet;
- ▶ **Form B:** Site Data Capture Sheet; and
- ▶ **Form C:** Site Quick-Reference Sheet.

3.1 Roadway Characteristics

Land Use

The nature of adjacent land use plays an important role in classifying roads. Urban land uses generally require lower posted speed limits. The methodology offers two options for this factor: urban or rural.

Median Separation

The method of separating opposing travel lanes is a key factor in determining the homogeneity of a roadway. Separated roadways can allow for higher posted speed limits. The methodology provides two options for this factor: divided (i.e., roadway has a median that physically separates the two travel directions) or undivided.

Road Hierarchy

Higher order roads generally have higher posted speed limits. The TAC methodology supports municipalities that differentiate between major and minor local roads. Where townships do not differentiate between major and minor local roads, TAC recommends the use of "major". Since the Township of Algonquin Highlands does not differentiate between major and minor local roads, "major" was used in all cases. In addition to this, it was found that the TAC recommended speed will remain exactly the same irrespective of choosing "major" or "minor" local roads.

Number of Through Lanes

The methodology considers two-lane roadways (one travel lane in each direction) separately from multi-lane roadways (two or more travel lanes in each direction).

Length of Corridor



The methodology is intended to be applied to a “homogenous section of roadway where the overall physical and operational characteristics are generally consistent from a driver’s perspective.” In addition, TAC methodology suggests a minimum corridor length of 500 metres. For this reason, a minimum corridor length of 500 metres has been applied in the study analysis, except where the road segment exceeds 500 metres. In the latter case, the actual length of the corridor has been applied in the study analysis.

3.2 Risk Evaluation Criteria

The risk evaluation assesses physical characteristics of the road segment (e.g., vertical alignment, presence of on-street parking and cycling facilities) and assigns a risk score for each criterion. Some criteria can vary by land use, therefore both rural and urban descriptions are provided. The following subsections describe the risk conditions for the evaluation criteria applied in the methodology.

Horizontal Alignment

Horizontal curves increase driving risks. Curves of any radius that require steering input were counted as part of the field investigations.

Table 3.1 summarizes the risk level criteria for horizontal alignment in the rural and urban contexts.

TABLE 3.1: HORIZONTAL ALIGNMENT RISK CRITERIA¹²

Risk Level	Description (Rural)	Description (Urban)
Higher	More than 6 curves per km	More than 4 curves per km
Medium	3 to 6 curves per km	2 to 4 curves per km
Lower	Less than 3 curves per km	Less than 2 curves per km

Vertical Alignment

A road that features significant grades presents a higher risk than a flat road. TAC *CGEPSL* does not differentiate between urban and rural for this criterion. Undulating roads are considered to have medium risk.

Table 3.2 summarizes the risk level criteria for vertical alignment.

¹² Transportation Association of Canada, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 17.



TABLE 3.2: VERTICAL ALIGNMENT RISK CRITERIA¹³

Risk Level	Description (Urban and Rural)
Higher	Frequent steep grades (6% or more on 50% of the section or more)
Medium	Some steep grades (4% or more on 50% of the section or more)
Lower	Generally moderate grades or flat

Average Lane Width

Narrower roadways provide less room for manoeuvrability so motorists must travel at a lower speed to avoid encroaching into adjacent lanes or the shoulder. Beyond a certain threshold, narrow lanes increase risk. The TAC *CGEPSL* does not differentiate between urban and rural land uses for this criterion.

Table 3.3 summarizes the risk level criteria for average lane width.

TABLE 3.3: AVERAGE LANE WIDTH RISK CRITERIA¹⁴

Risk Level	Description (Urban and Rural)
Higher	Narrow – Available lane width is narrow compared to typical roadways with the same road classification
Medium	Moderate – Available lane width is similar to typical roadways with the same road classification
Lower	Wide – Available lane width is wide compared to typical roadways with the same road classification

Roadside Hazards

A roadway with frequent hazards situated relatively close to the driving lane presents increased risk. Roadside hazards are defined as “non-breakaway fixed objects or continuous non-recoverable risks such as steep side slopes, rock face, and water hazards.”¹⁵

A hazard should only be counted if it is located within the clear zone as defined by the TAC *Geometric Design Guide for Canadian Roads*. If the roadside hazard differs by direction on an undivided roadway, each direction should be assessed separately, and the higher risk condition

¹³ Transportation Association of Canada, *Canadian Guidelines for Establishing Posted Speed Limits*, (Ottawa: TAC, 2009), 18.

¹⁴ Transportation Association of Canada, *Canadian Guidelines for Establishing Posted Speed Limits*, (Ottawa: TAC, 2009), 18.

¹⁵ TAC, *Canadian Guidelines for Establishing Posted Speed Limits*, (Ottawa: TAC, 2009), 19.



selected for the roadway. A continuous roadside or median barrier along a roadway is considered a medium risk.

Table 3.4 and **Table 3.5** summarize the risk level criteria for roadside hazards, on rural and urban roads, respectively.

TABLE 3.4: ROADSIDE HAZARDS RISK CRITERIA – RURAL¹⁶

Risk Level	Description (Rural)
Higher	5 or more hazards per km, or continuous on more than 50% of the segment length, or one on both sides
Medium	2 to 5 hazards per km, or continuous hazards on 25% to 50% of the segment length, on one or both sides
Lower	Less than 2 hazards per km

Note 1: A continuous roadside or median barrier along a roadway is considered to be a medium risk.

Note 2: A hazard should only be counted if it is located within the clear zone as defined by the Geometric Design Guide for Canadian Roads (GDGCR) Table 3.1.3.1.

TABLE 3.5: ROADSIDE HAZARDS RISK CRITERIA – URBAN¹⁷

Risk Level	Description (Urban)
Higher	10 or more hazards per km, or continuous on more than 50% of the segment length, or one on both sides
Medium	5 to 9 hazards per km, or continuous hazards on 25% to 50% of the segment length, on one or both sides
Lower	Less than 5 hazards per km, any continuous hazards extend for less than 25% of the segment length, or curb and gutter.

Note 1: A continuous roadside or median barrier along a roadway is considered to be a medium risk

Note 2: A hazard should only be counted if it is located within the clear zone as defined by the Geometric Design Guide for Canadian Roads (GDGCR) Table 3.1.3.1.

Pedestrian Exposure

The likelihood of pedestrians using a roadway, and the facilities provided for their use, affect road safety risk.

“A lower posted speed limit is more justified for a roadway with known pedestrian activity but limited facilities. Engineering judgement, local knowledge and site-specific characteristics should be used to define

¹⁶ Transportation Association of Canada, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 20.

¹⁷ Transportation Association of Canada, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 20.



whether a roadway is being used by pedestrians, and in the assessment of risk related to pedestrian use.”¹⁸

Paradigm assigned the highest risk level when assessing roads without dedicated pedestrian facilities, regardless of the volume of traffic or pedestrians. Pedestrian use may be low because the speed limit is high, or the road is currently providing an uncomfortable environment for pedestrians.

The TAC CGEPSL does not differentiate between urban and rural land uses for this criterion.

Table 3.6 summarizes the risk level criteria for pedestrian exposure.

TABLE 3.6: PEDESTRIAN EXPOSURE RISK CRITERIA¹⁹

Risk Level	Description (Urban and Rural)
Higher	Roadway is used by pedestrians and no pedestrian facilities are provided
Medium	Roadway is used by pedestrians and a shoulder or trail adjacent to the roadway and at the same elevation as the roadway is provided
Lower	Roadway is used by pedestrians and physically separated pedestrian facilities (sidewalk, trails away from the road) are available, or roadway has negligible pedestrian demand.
N/A (no risk)	Pedestrians are legally prohibited on the roadway.

Cyclist Exposure

Like pedestrians, the likelihood of cyclists using a roadway, and the facilities provided for their use, affect risk.

The methodology does not distinguish between roads that form part of a designated bicycle network and other roads under municipal jurisdiction, nor does it define what is considered a low traffic volume, or negligible cyclist demand. “A lower posted speed limit is more justified for a roadway where cyclists may be present, but no designated road space is allocated to bicycle traffic. Engineering judgement, local knowledge and site-specific characteristics should be

¹⁸ TAC, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 20.

¹⁹ Transportation Association of Canada, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 21.



used to define whether a roadway is being used by cyclists, and in the assessment of risk related to bicycle use.”²⁰

As with pedestrians, Paradigm assigned the highest risk level when assessing roads without dedicated road space for cyclists, regardless of the volume of traffic or cyclists. Cyclist use may be low because the speed limit is high, or road is currently providing an uncomfortable environment for cyclists.

Table 3.7 summarizes the risk level criteria for cyclist exposure (the TAC CGEPSL does not differentiate between urban and rural for this criterion).

TABLE 3.7: CYCLIST EXPOSURE RISK CRITERIA²¹

Risk Level	Description (Urban and Rural)
Higher	Roadway is used by cyclists and no road space is allocated to bicycles.
Medium	Roadway is used by cyclists and wide curb lane or shoulder is provided
Lower	Roadway is used by cyclists and a designated bicycle lane is provided, or roadway is used by cyclists and no road space is allocated to bicycles, but roadway has very low traffic volumes, or roadway has negligible cyclist demand.
N/A (no risk)	Cyclists are legally prohibited on the roadway.

Pavement Surface

Rough surface conditions and unpaved roads can significantly reduce vehicle manoeuvrability and stopping ability, thus increasing risks at higher speeds. **Table 3.8** summarizes the risk level criteria for pavement surface condition (the TAC CGEPSL does not differentiate between urban and rural land uses for this criterion). Paradigm applied this criterion based on the findings of the field investigations (see **Section 2.2**).

²⁰ TAC, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 21.

²¹ Transportation Association of Canada, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 21.



TABLE 3.8: PAVEMENT SURFACE RISK CRITERIA²²

Risk Level	Description (Urban and Rural)
Higher	Poor or unpaved/gravel
Medium	Fair or rough (significant sections with potholes, rutting, large cracks, etc.)
Lower	Good or smooth

Number of Intersections with Public Roads and Private Driveways

A higher density of public road and private driveway intersections along a roadway may result in drivers encountering conflicts more frequently and increased risk at higher speeds. The risk score for each criterion is a function of the total number of each public road or private driveway intersection control type divided by the segment length. The controls considered in the guidelines include:

- ▶ Public roads: stop control on the roadway being evaluated, traffic signal, roundabout, traffic circle, midblock signed and marked crosswalk that is well utilized, active at-grade railroad crossing, and stop control on the side street or lane; and
- ▶ Private driveways: all moves and right-in/right-out (RI/RO) connections.

“In general, all active (private) driveways are to be included in the count. Engineering judgement should be used to account for closed or rarely utilized access driveways. These can be omitted from the count, depending on local knowledge and site-specific circumstances.”²³

Weighting factors are applied to reflect the varying characteristics of the different types of public road and private driveway intersection control. The spreadsheet included with the TAC *CGEPSL* calculates a density-based numerical value to reflect the prevailing risks based on weightings for each control type and the length of the segment being evaluated.

The TAC *CGEPSL* does not specify if intersections on either end of the segment are to be included in the risk assessment, but does note interchanges should, if applicable. For consistency, Paradigm included end of segment intersections.

²² Transportation Association of Canada, *Canadian Guidelines for Establishing Posted Speed Limits*, (Ottawa: TAC, 2009), 22.

²³ TAC, *Canadian Guidelines for Establishing Posted Speed Limits*, (Ottawa: TAC, 2009), 23.



On-Street Parking

Conflicts generated between through traffic and parking manoeuvres on roadways where parking is permitted increases risk. methodology focuses on the duration and time of day of when on-street parking is allowed (all day or during part of the day) and assumes that the parking is utilized when provided.

“Engineering judgment and knowledge of local conditions should be used to account for conditions where parking may be allowed but is effectively rarely, if ever utilized, in which case the lower risk condition can be selected.”²⁴

Table 3.9 summarizes the risk level criteria for on-street parking (the TAC CGEPSL does not differentiate between urban and rural land uses for this criterion).

TABLE 3.9: ON-STREET PARKING RISK CRITERIA²⁵

Risk Level	Description (Urban and Rural)
Higher	Parking permitted all day on one or both sides of the roadway
Medium	Parking permitted during part of the day on one side or both sides of the roadway
Lower	Parking is permitted but rarely if actually utilized
N/A (no risk)	Parking is legally prohibited

3.3 Other Considerations of the TAC CGEPSL

3.3.1 Minimum Speed Zone Length

The TAC CGEPSL defines a speed zone as a “section of roadway with a single posted speed limit throughout its length, [which] should be applied to a homogenous roadway section.”²⁶ Homogeneous roadway sections are those with consistent land uses, road function, horizontal and vertical geometry, traffic volumes, access control, and pedestrian and cyclist volumes.

²⁴ TAC, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 24.

²⁵ Transportation Association of Canada, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 21.

²⁶ Transportation Association of Canada, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa, ON, 2009), 4.



Since motorists can absorb and respond to only a limited amount of information at a time, frequent speed zone changes can result in driver confusion and loss of respect for posted limits.

Table 3.10 summarizes the minimum speed zone lengths recommended by the TAC *CGEPSL*, with speed zones less than 500 metres in length to be avoided.

TABLE 3.10: MINIMUM SPEED ZONE LENGTHS²⁷

Posted Speed Limit	Minimum Speed Zone Length
50 km/h to less than 70 km/h	500 metres
70 km/h or higher	1,000 metres

3.3.2 Transitional Speed Zones

Transitional speed zones are used to safely change from a higher posted speed limit to a lower one. This situation often arises at the interface between rural and urban land uses, as the roadside environment transitions from predominately open space, where faster speeds are typical on roadways, to a built-up area, where slower speeds are more appropriate. Consistency between transitional speed limits and road characteristics is important to provide positive guidance to the driver.

The TAC *CGEPSL* recommends that physical characteristics in the transition zone be self-explanatory in guiding drivers to lower their speeds. Road cues should provide guidance consistent with the posted speed limit, with transition zones accompanied by changes in the roadside environment to signify slower speeds. Such changes can include:

- ▶ Regulatory and warning signs and messages (e.g., “Maximum Speed Ahead”, “Signal Ahead”);
- ▶ Gateway treatments such as place-defining Township name displays, flags and banners, suitable landscaping, and displays of public art; and
- ▶ Community and trailblazer signs to local attractions that inherently warn drivers of an urban environment ahead, with slower speeds.

The TAC *CGEPSL* also recommends a speed limit change interval of no greater than 20 km/h, with minimum lengths of transitional zones

²⁷ Transportation Association of Canada, Canadian Guidelines for Establishing Posted Speed Limits, (Ottawa: TAC, 2009), 43.



and guidance in their use the same as standard speed zones summarized in **Section 3.3.1** and **Table 3.10**.²⁸

Ontario Traffic Manual (OTM) *Book 5 – Regulatory Signs* requires changes of 20 km/h (or more) be accompanied by a MAXIMUM SPEED AHEAD sign (Rb-5).²⁹ These signs should not be used for speed reductions of 10 km/h or for speed increases.

²⁸ Transportation Association of Canada, *Canadian Guidelines for Establishing Posted Speed Limits*, (Ottawa: TAC, 2009), 43.

²⁹ Ontario Ministry of Transportation, *Ontario Traffic Manual Book 5 – Regulatory Signs*, (Toronto: Queen's Printer for Ontario, 2021).



4 Network Analysis

4.1 Approach

Paradigm staff conducted a preliminary literature review to identify the methodology that could be used for speed review analysis. The relevant background documents and by-laws were reviewed to obtain the appropriate speed limits. It was found that the procedure set out in the TAC *CGEPSL* offers a systematic, consistent, and repeatable process for establishing posted limits. Following the initial analysis conducted using the TAC guidelines, additional analysis was conducted to allow for consideration of extenuating circumstances, local knowledge, and engineering judgment in the process of setting speed limits.

The recommended posted speed limits are based on the classification, function and physical characteristics of the road segments. The following steps were performed in a sequential manner to develop the speed analysis:

- ▶ Paradigm staff conducted an extensive windshield survey in July 2024 to identify road characteristics and risk factors for each road segment;
- ▶ A comprehensive database was created in Microsoft Excel to evaluate the risk score for each road segment, based on the data collected from the windshield survey;
- ▶ The data received from the Township was plotted in ArcGIS Pro to provide a visual representation of the entire network and identify any anomalies;
- ▶ The database in Microsoft Excel provided a baseline to populate the relevant ArcGIS Pro fields used for estimating speed limits. The only exceptions include the fields pertaining to horizontal and vertical road geometry, which were populated using ArcGIS toolbox;
- ▶ The weighted risk scores were added for each criterion to determine the recommended posted speed limits for each road segment; and
- ▶ The recommended speed limits from TAC were reviewed to suit the particular road conditions to enhance safety based on road geometry and road hazards.

As part of the field investigations, Paradigm staff documented the roadway evaluation and risk evaluation criteria for each road



segment. **Appendix A** contains the detailed road evaluation for all road segments.

4.2 Analysis Assumptions

The analysis of this study included the following assumptions:

- ▶ Vertical elevations were obtained using the Government of Canada geospatial data extraction tool to obtain the digital elevation model.³⁰ This model was used to obtain the vertical alignment and identify roads that feature steep grades.
- ▶ Horizontal alignment data was obtained based on the density of curves per kilometre. The 'Simplify Line' tool from ArcGIS Pro was used to smoothen the road segments and identify the curves that require steering input. An appropriate tolerance limit of 30 metres was used to calibrate the segments.
- ▶ Boundary road speed limits are partially contingent on parameters defined through the neighbouring municipality. As consideration of neighbouring lands is beyond the scope of this study, boundary roads may require further investigation.
- ▶ Advisory speed limit signs required for roads with sharp turns or near waterbodies were not included in the study. Certain township roads with these conditions require advisory speed limit signs which may require further investigation.
- ▶ The number of intersections with public roads evaluation parameter was considered based on intersection control types. The risk was estimated using the following formula stated in TAC *CGEPSL* guidelines:

$$\text{Risk} = \frac{\sum (\text{Number of occurrences of each control type} \times \text{weighting factor for each intersection control type})}{\text{segment length}}$$

- ▶ Most intersections were found to be under stop control. Traffic signal and roundabouts were observed for the roads in the Township but operated by the County of Wellington. A density-based numerical score was calculated to reflect the risk for each road, based on the intersection control type.
- ▶ TAC evaluation results indicate varying speed limits for short sections of a continuous road. Such inconsistencies have been

³⁰ Government of Canada, *Geospatial Data Extraction*, 2017.



identified and a constant homogeneous speed limit is recommended for such segments.

4.3 Additional Considerations

The analysis of posted speed limits was expanded beyond the TAC *CGEPSL* guidelines to ensure proper context for the local conditions. Efforts were made to ensure that the road function and driver behaviour were consistent with the posted speed limit. The analysis of this study included the following considerations:

- ▶ **Driver Perception.** The reaction time for drivers to perceive unexpected and atypical road geometries was considered in the analysis. Terminal roads and roads along water bodies with sharp curves were given special considerations while recommending speed limits, although further investigation may be needed to determine the need for advisory speed limit signs for unfavourable road geometry;
- ▶ **Consistency and Cohesiveness.** Erratic and frequently changing speed limits were reviewed and made consistent as needed. The interface between rural and urban land use may lead to speed limit changes within short distances. These transitional speed limit changes are confusing for drivers and may result in lack of respect for the posted speed limit; and
- ▶ **Local Communities.** Special consideration was given to North Shore Road, which exhibits a higher population density compared to other roads in the Township. North Shore Road receives a fair amount of feedback from the public regarding vehicle speeding. The road is in a community safety zone and there is no documented evidence justifying the existing speed limit. Local community needs were taken into consideration when recommending speed limits.



5 Results

5.1 Key Outcomes

Figure 5.1 illustrates the recommended posted speed limits for all road segments based on the study analysis. The recommendations include the original 174 road segments from the data collection, plus Concession Road 7, which was under construction, for a total of 175 road segments. The results indicate posted speed limits varying between 40 km/h and 70 km/h, with 94.8% of segments (166 out of 175) recommended at either 50 km/h or 60 km/h.

The following key results are noted:

- ▶ Nearly a third of the road network (35.0%) currently operates with an unposted speed limit of 80 km/h. Decreasing the speeds for these unposted roads from 80 km/h to 60 km/h or less would support safe operating speeds;
- ▶ With unposted road segments assigned a speed of 80 km/h, results obtained from the TAC *CGEPSL* analysis process does not recommend increasing any existing posted speed limits. Results indicate that 36.6% of the road segments (64 out of 175) maintain their existing speed limit and 62.9% (110 out of 175) decrease their existing speed limits, owing to unique local conditions such as road hazards and geometry. The Concession Road 7 segment under construction was not considered, representing 0.6% of the 175 segments;
- ▶ At some locations, lower posted speed limits are recommended compared to TAC *CGEPSL* recommended speed limits. Almost a third of the Township road network (30.5%) is either poorly paved or unpaved gravel roads. Of these segments, 83% have an existing posted speed limit 60 km/h and 10.5% are unposted. The remaining 6.5% have existing posted speed limits below 60 km/h. The TAC *CGEPSL* recommends a speed limit of 60 km/h on 56.9% of the analyzed segments (99 out of 174 roads) which, given the local context, leads to increased cases of vulnerable road user exposure. Lower speed limits for these road segments reduce crash severity and frequency. Therefore, a posted speed limit of 60 km/h or lower is recommended for the majority of roads;
- ▶ Analysis results indicate that some of the study network road segments that terminate at one end require varying posted speed limits from 40 km/h to 70km/h. Posting these roads at these varying speeds is not suitable given the terminating nature of the road. A posted speed limit of anything 60 km/h or



greater is not appropriate for motorists approaching the end of a road. Therefore, the speed limits for these road sections were recommend to be posted at 40 km/h or 50 km/h;

- ▶ Consistency between speed limits and road characteristics is important to provide guidance to the driver. A high level of consistency is observed in the posted speed limits. There are no consecutive road segments that show a posted speed limit with a change interval greater than 20 km/h;
- ▶ A total of 72.5% of the road network by length currently has no on-street parking available and 26.2% of the network has parking permitted but rarely utilized. The remaining 1.3% has on-street parking permitted on one or both sides of the roadway. These roads include Concession Road 11, Calfass Road, and Mason Road. Concession Road 11 is recommended to be reduced from 60 km/h to 50 km/h, Calfass Road is recommended to be maintained at 50 km/h, and Mason Road is recommended to be posted at 50 km/h. Overall, only three roads are observed to have on-street parking and hence this is not a dominant factor influencing the recommended speed limits for the overall road network;
- ▶ The roads along water bodies exhibit lower posted speed limits as the density of sharp horizontal curves per kilometre is observed to be higher for such roads. The impact of the water hazard was also considered when setting speed limits for these roads. Advisory speed limit signs are required for locations with this unfavorable road geometry, including sharp bends and water hazards. Further investigations are necessary to determine the appropriate locations and warning speed limits for these cases; and
- ▶ Downey Road, between Laird Road West and Forestell Road, is the only segment in the network to be recommended at 70 km/h. This is due to its wide gravel shoulders, minimal road hazards, and its additional turning lanes for traffic entering and exiting the Mast Snyder Aggregate Supplier Pit on the west side of the road. South of Forestell Road, the road becomes Wellington Road 35. Along this section, it is managed by the County and operates at a posted speed limit of 80 km/h.

Industry practice has traditionally been to have road design speeds higher than both desired operating speeds and posted speed limits. Some municipalities and townships in Ontario are moving towards lower design speeds or adjustments to their road design process to build roads that generate predetermined desired speeds. Speed management practices may be necessary to encourage compliance with posted speed limits, especially in instances where the posted



speed limit is not aligned with the design speed of the road. These speed management techniques and enforcement are elaborated in **Section 6.4** of this report.

Appendix B contains the detailed risk scores and recommended posted speeds limit for each road. **Figure 5.1** illustrates the recommended speed limits for the studied Township road network.



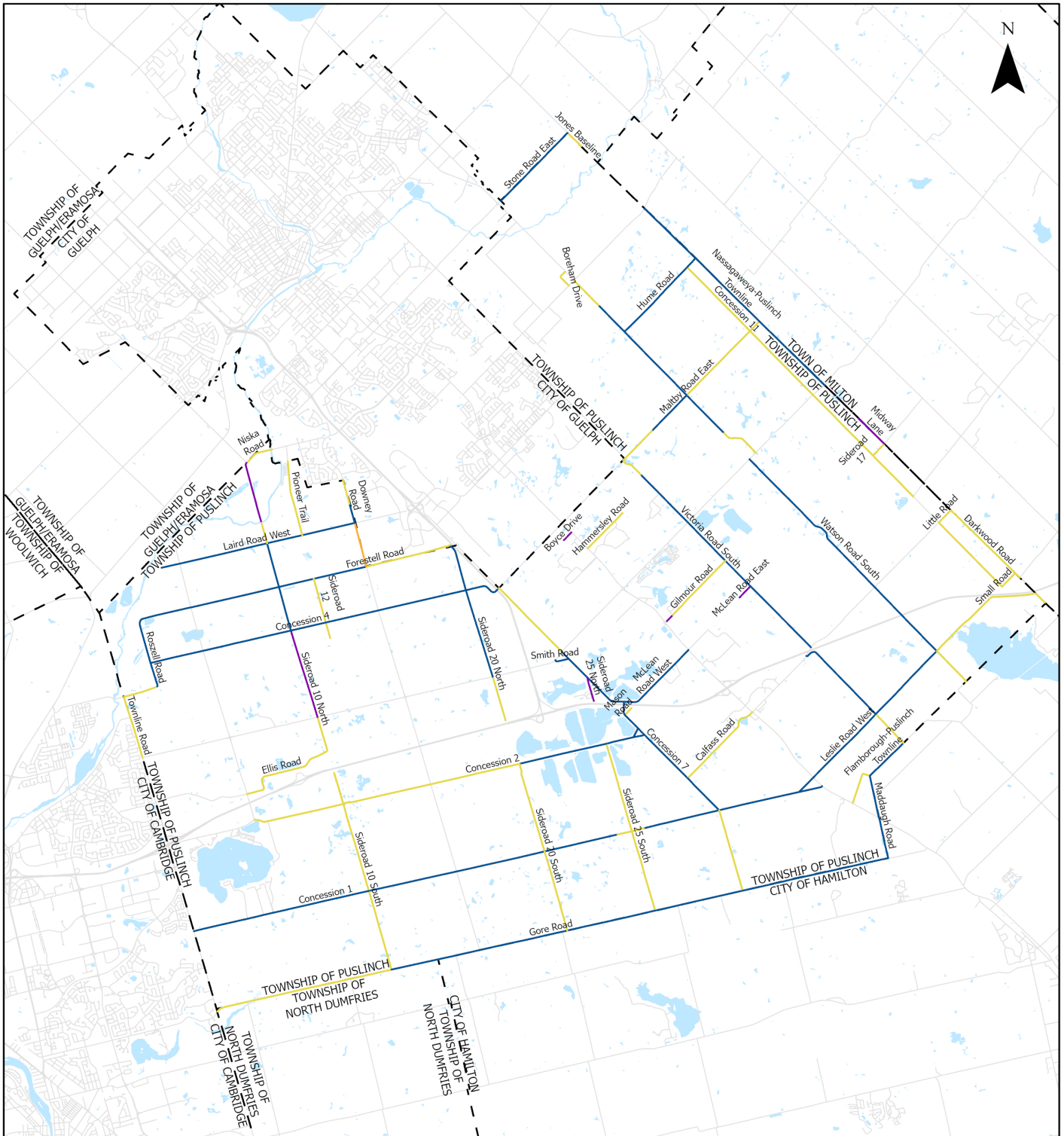


FIGURE 5.1
Proposed Posted Speed Limits

LEGEND

Recommended Speed Limit

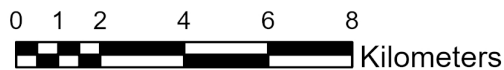
- 40 km/h
- 50 km/h
- 60 km/h
- 70 km/h

Date: August 2024

WGS 1984 Web Mercator (auxiliary sphere)

DATA SOURCES:

Township of Puslinch, Land Information Ontario



6 Implementation Plan

6.1 Recommended Signage Plan

The Township of Puslinch strives to provide safe and reliable roads to allow for the efficient movement of goods, services and people throughout the community. The roads must meet the safety, design, and signage requirements of the HTA, while also following relevant TAC and OTM guidance. Signs indicating new speed limits must not be installed until the new maximum speeds are approved and officially authorized. It is recommended that all posted speed limits are in increments of 10 kilometres per hour and signed in accordance with OTM guidance.

The proponents of new regulatory signs must adhere to the guidelines provided in *OTM Book 5 – Regulatory Signs* when considering installation.³¹ The following factors should be considered when installing the sign:

- ▶ **Spacing** of at least one kilometre is recommended for posted speed limit of 70 km/h or higher. Shorter lengths may be used for lower posted speed limits, but speed zone lengths of less than 500 metre are not recommended;
- ▶ **Location** of the signs should be appropriate based on the road characteristics. The signs must be located at all major intersections. Multiple speed signs may be used when introducing a speed change; and
- ▶ **Transitional Speed Zones** must be established where a speed limit change of more than 20 km/h is desired.

The Signage Plan will be provided, subject to Township Council approval. The Plan contains the locations for each sign type derived from the network analysis. These results are subject to change based on updates to assumptions in the network analysis.

6.2 Advisory Speed Limits

In select instances, an advisory speed limit (and curve warning signs) may be required to communicate the maximum safe speed at which a particular hazard (for example, a horizontal curve) may be negotiated under favourable conditions.

³¹ Ontario Ministry of Transportation, *Ontario Traffic Manual Book 5 – Regulatory Signs*, (Toronto: Queen's Printer for Ontario, 2021).



The TAC *CGEPSL* does not include guidance on advisory speed limits for curves; however, guidance on the installation criteria for curve warning signs and advisory speed limits is available in *OTM Book 6 – Warning Signs*.

In accordance with *OTM Book 6*, advisory speed limits are not required where:

- ▶ The posted speed limit equals the advisory speed limit; or
- ▶ The posted speed limit and advisory speed limit are within 10 km/h of each other.

The speed limit reviews conducted in this study apply only to the regulatory speed limit of the subject road section; they do not include a review of advisory speed limits. It is recommended the Township conduct a needs assessment to identify locations on the Township road network that require advisory speed limits and curve warning signs.

6.3 Monitoring and Evaluation

The recommended speed limits illustrated in **Figure 5.1** should be reviewed against the operating speed of the roadway segment to ensure compliance with the posted speed limit. The TAC *CGEPSL* recommends the following guidelines for comparing posted speed limits and operating speeds:

- ▶ For roads with a posted speed limit of 70 km/h or less, the 85th percentile operating speed under relatively ideal driving conditions should be within +/- 10 km/h of the posted speed; and
- ▶ For roads with a posted speed limit of 80 km/h (or more), the 85th percentile operating speed under relatively ideal driving conditions should be within +/- 20 km/h of the posted speed limit.

The Township may wish to maintain operating speeds closer to the posted speed limits.

Table 6.1 summarizes the recommended 85th percentile operating speed ranges for different posted speed limits on roads in the Township.



TABLE 6.1: RECOMMENDED OPERATING SPEEDS

Posted Speed Limit	Recommended Operating Speed
40 km/h	30 km/h to 50 km/h
50 km/h	40 km/h to 60 km/h
60 km/h	50 km/h to 70 km/h
70 km/h	60 km/h to 80 km/h
80 km/h	60 km/h to 100 km/h

Note 1: Operating speed is based on the 85th percentile speed under ideal driving conditions

The TAC *CGEPSL* recommends that road authorities conduct a review of traffic operations and safety performance approximately 6 to 12 months after a posted speed limit is modified (either increased or decreased). It also recommends that road authorities “adopt a speed management procedure that includes a review of posted speed limits on a regular basis.”³² Consistent monitoring and evaluation of speed limits can determine whether the posted speed accurately reflects driver expectations on the roadway segment, or the target speed desired by the local township.

It is recommended the Township develop a speed management policy to monitor and evaluate speed compliance.

6.4 Speed Management

If speed limit compliance is low or the posted speed limit is not aligned with the target speed of the road, speed management practices may be necessary to encourage compliance with the posted speed limit. Speed management is defined as “the act of influencing drivers to adopt speeds that offer mobility without unduly comprising safety.”³³ The objectives of speed management are to:

- ▶ Permit the right speed on the right road;
- ▶ Reduce speeds while maintaining reasonable mobility;
- ▶ Reduce inter-user speed differentials;
- ▶ Provide longitudinal speed consistency;
- ▶ Manage the speeds at points of conflict; and
- ▶ Design roads that are self-enforcing.

³² TAC, *Canadian Guidelines for Establishing Posted Speed Limits*, (Ottawa: TAC, 2009), 46.

³³ Transportation Association of Canada, *Speed Management Guide*, (Ottawa: TAC, 2016), 2.



The overarching goal of speed management is to reduce the frequency and severity of collisions caused by drivers selecting inappropriate travel speeds (typically above the posted speed) and maximize compliance with properly set speed limits.

The TAC *Speed Management Guide (SMG)* provides information and tools to facilitate safer roadways through speed management.³⁴ The guidebook provides practitioners with an organizational structure and a formal process to successfully manage speeds.

6.4.1 Techniques

Managing speed can be accomplished through actions falling under three “pillars”: infrastructure, driver, and vehicle. Focusing on infrastructure, the only pillar the Township can directly influence, the SMG identifies six general categories of speed management techniques:

- ▶ **Geometric Measures** such as roundabouts, road diets, and traffic calming (e.g., speed kidney, median treatments, narrow lanes);
- ▶ **Roadside Measures** such as street lighting, gateway features, landscaping, and street furniture;
- ▶ **Road Surface Treatments** such as vertical deflection, transverse rumble strips, longitudinal rumble strips, and coloured or textured pavement;
- ▶ **Traffic Control Devices** such as speed coordinated traffic signals and speed feedback boards;
- ▶ **Education, Information, and Encouragement** such as pace car programs and other incentive programs; and
- ▶ **Enforcement** such as automated, stationary, and mobile speed enforcement.

Geometric measures, roadside measures, road surface treatments, and traffic control devices rely on the roadway itself to compel operating speeds equal or close to the intended target speed. With these self-enforcing measures, the physical geometry and other characteristics of the road promote desired driver behaviour without the need for supplemental enforcement. The following national and provincial publications provide information on the applicability, feasibility, and use of these techniques:

³⁴ Transportation Association of Canada, *Speed Management Guide*, (Ottawa: TAC, 2016).



- ▶ TAC Geometric Design Guide for Canadian Roads;
- ▶ TAC Canadian Guide to Traffic Calming;
- ▶ Ontario Traffic Manual (OTM) Book 5 – Regulatory Signs;
- ▶ OTM Book 12 – Traffic Signals;
- ▶ OTM Book 15 – Pedestrian Crossing Facilities; and
- ▶ OTM Book 18 – Cycling Facilities.

The TAC *Canadian Guide to Traffic Calming* includes information about education, information, and encouragement programs within the Canadian context.

6.4.2 Enforcement

Of all speed management practices, enforcement is often the most effective (and unpopular) tool for achieving compliance with posted limits. Speed enforcement techniques can be categorized into two groups: manual and automated.

Manual speed enforcement, both stationary and mobile, relies on local police services to enforce posted limits. These programs help to achieve driver compliance and educate motorists of intended target speeds but are typically costly and labour intensive to operate. One can also question whether the posted speed limit is appropriate if drivers continue to demonstrate low compliance.

In 2017, the Province of Ontario amended the HTA to authorize the use of **automated speed enforcement** (ASE) in designated community safety zones and school zones. ASE programs offer several advantages over traditional manual speed enforcement methods including:

- ▶ Higher rate of vehicle detection;
- ▶ Improved physical safety of ASE operators and drivers;
- ▶ Greater fairness of operation; and
- ▶ More efficient use of resources.³⁵

Noted disadvantages include:

- ▶ ASE does not immediately stop speeding drivers;

³⁵ United States Department of Transportation (USDOT), *Speed Enforcement Camera Systems Operational Guidelines*, (Washington, DC: USDOT, 2008), 1.



- ▶ Limited scope of enforcement and lack of direct contact with drivers;
- ▶ Specialization of ASE services (i.e., ASE operators and/or vehicles cannot perform any task other than ASE); and
- ▶ Time lag between violation and penalty.³⁶

ASE tends to be most effective at locations where:

- ▶ Operating speeds are generally consistent with the posted speed limit or target speed limit; or
- ▶ Other measures to mitigate low compliance or address speeding concerns have been deemed unsuccessful.

Effectiveness is greater in these locations because ASE:

- ▶ Prioritizes enforcement towards the minority of drivers who continually exceed the posted speed limit; and
- ▶ Ensures the program is used after alternate speed management measures have been considered.

By contrast, ASE tends to be least effective where speed studies indicate most drivers are traveling beyond the posted or target speed limit, suggesting the limit does not align with driver expectations or behaviour. Drivers may perceive the use of ASE in these locations as a “money-grab”, believing the posted speed limit to be artificially low. In these instances, the road should be reconfigured or redesigned to better communicate the target speed and increase compliance with the posted speed limit, consistent with self-enforcement principles.

Although promising, Ontario municipalities should consider ASE a supplement, but not a replacement, for other enforcement methods because:

- ▶ Its use is limited to select portions (community safety zones and school zones) of a highway;
- ▶ Over-reliance on ASE may degrade community trust in posted speed limits; and
- ▶ The program relies on issuing fines to maintain financial viability (i.e., if the devices are not issuing tickets, the program is financially insolvent).

³⁶ United States Department of Transportation (USDOT), Speed Enforcement Camera Systems Operational Guidelines, (Washington, DC: USDOT, 2008), 2.



For these reasons, the Township may wish to consider ASE as part of a broader speed management program, for use in select locations (within the regulatory framework in Ontario) only after other measures have proven ineffective at mitigating speeding concerns or addressing low compliance.



7 Conclusion

7.1 Conclusions

Based on the investigations carried out, it is concluded that:

- ▶ Unless otherwise posted (and prescribed by municipal by-law), the speed limits on roads under the jurisdiction of the Township of Puslinch are defined in Section 128 of the Highway Traffic Act (HTA);
- ▶ Over a third (35.0%) of the road network (by road length) currently operates with an unposted speed limit of 80 km/h. Less than 1% (0.9%) of the Township road network operates at a posted speed limit of 40 km/h, 4.6% at 50 km/h, 53.8% at 60 km/h, 4.5% at 70 km/h, and 1.2% at 80 km/h;
- ▶ The Township may, through municipal by-law, prescribe rates of speed different than those stipulated in Section 128 of the HTA;
- ▶ Study results recommend speed limits varying between 40 km/h and 70 km/h, with a majority of road segments recommended at 50 km/h and 60 km/h. A complete set of recommendations are contained within the report;
- ▶ Although road hazards are considered when recommending posted speed limits, road segments with unfavorable road geometry, sharp bends and water hazards may require advisory speed limit signs in addition to the posted speed limit signs; and
- ▶ A Signage Plan, indicating where all posted speed limit signs should be installed, will be provided, subject to Township Council approval.

7.2 Recommendations

Based on the findings of this report, it is recommended the Township:

- ▶ Adopt the posted speed limits contained herein;
- ▶ Review the need for advisory speed limit signs on the Township Road network; and
- ▶ Adopt a speed management plan to monitor and evaluate motorist compliance and identify focus areas for speed limit enforcement and/or further review.



Appendix A

Field Investigation Summary



Appendix B

TAC Speed Limit Review Summary



289	McLean Road West	60	2	2	2	3	2	2	3	0	1	0	0	0	0	0	0	4	0	21	70	70	60
290	McCrae Station Road	Unposted	2	4	3	6	3	3	6	0	0	0	0	0	0	0	2	0	29	70	70	50	



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Burlington, Ontario L7P 0G3
conservationhalton.ca

Protecting the Natural
Environment from
Lake to Escarpment

September 30, 2024

Mayor James Seeley and Members of Council
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0

Dear Mayor Seeley and Members of Council:

Re: Conservation Halton 2025 Budget

Pursuant to the *Conservation Authorities Act, Ontario Regulation 402/22*, s.17, Conservation Halton's (CH) funding municipalities are being provided notice that CH will be considering its 2025 Budget, including municipal funding of \$12,215,375 (apportioned to its participating municipalities), at the CH Board meeting on October 31, 2024, at 1:00 p.m.

The meeting will be held in person at the CH Administration Office located at 2596 Britannia Road West, Burlington, ON L7P 0G3. The meeting agenda, including the report on the 2025 budget, will be posted on the CH website at <https://www.conservationhalton.ca/governance/> prior to the meeting. The meeting is open to the public.

The CH 2025 budget (draft) summary is provided in the chart below in accordance with *Ontario Regulation 402/22*, s.17(4).

Budget Summary	2025 Budget (draft)	2024 Budget
Revenue		
Program Revenue	\$ 22,577,302	\$ 20,687,260
Municipal Funding	12,215,375	11,774,197
Grants, Other Funding & Other Municipal Funding	20,644,567	9,487,756
Internal Chargeback Recoveries	3,491,189	3,342,554
Transfers from Reserves	5,241,328	3,977,827
Provincial Funding	1,164,432	920,820
Total Revenue	\$ 65,334,193	\$ 50,190,414
Expenses		
Corporate Administration & Operations	\$ 7,321,461	\$ 7,084,698
Natural Hazards & Watershed Management	8,059,173	7,761,069
Permitting & Planning	5,164,831	5,025,549
Conservation Lands		
Land Management	1,842,608	1,784,859
Parks & Recreation	17,910,056	16,360,173
Debt Financing	662,665	631,576
Transfers to Reserves	1,863,431	1,898,763
Capital	22,509,968	9,643,727
Total Expenses	\$ 65,334,193	\$ 50,190,414
	\$ -	\$ -

Municipal funding for CH's reduced operating expenses and capital costs is apportioned to its participating municipalities in accordance with *Ontario Regulation 402/22* through Modified Current Value Assessment (MCVA) apportionment or benefit-based apportionment. The municipal MCVA data and apportionment percentages are provided annually to Conservation Authorities by the Province of Ontario.

MCVA apportioned municipal funding in the 2025 budget of \$12,215,375 includes a 3.75% increase over 2024 budget MCVA apportioned municipal funding. The weighted voting procedure required under *Ontario Regulation 402/22*, s.19, provides that each member of the CH Board vote in proportion to their municipality's share of its MCVA. The municipal funding in the 2025 budget is apportioned to municipalities as follows:

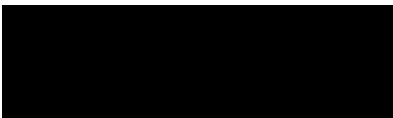
Municipality:	2025 MCVA Apportionment (%)	2025 Budget MCVA Apportioned Funding (\$)	2024 MCVA Apportionment (%)	2024 Budget Apportioned Funding (\$)
Halton Region	87.99%	\$10,748,308	87.9309%	\$10,353,158
City of Hamilton	7.21%	880,729	7.2191%	\$849,991
Peel Region	4.58%	559,464	4.6278%	\$544,886
Township of Puslinch	0.22%	26,874	0.2222%	\$26,162
	100%	\$12,215,375	100%	\$11,774,197

Funding by Conservation Authorities Act Programs and Services Categories:	2025	2024
Category 1	\$11,750,074	\$11,302,815
Category 2	465,301	471,382
Category 3	-	-
Total	\$12,215,375	\$11,774,197

Municipal funding for Category 2 Programs & Services (P&S) is continuing to be apportioned to CH's funding municipalities, though funded through Memorandums of Understanding (MOUs) developed with the municipalities.

Please contact me for further information pertaining to the Conservation Halton 2025 budget.

Yours truly,



Chandra Sharma
 President & CEO/Secretary-Treasurer

cc Marnie Piggot, Director, Finance, Conservation Halton
 Mary Hasan, Director of Finance/Treasurer, Township of Puslinch



Committee Report

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, September 12, 2024
Subject: **2024 Provincial Planning Statement**



PLANWELL

1.0 Purpose

The purpose of this report is to provide an overview of the new 2024 Provincial Planning Statement.

2.0 Report Highlights

- The final version of the 2024 Provincial Planning Statement comes into effect on October 20, 2024.
- The Growth Plan for the Greater Golden Horseshoe will be revoked on the same date.
- In the Greenbelt Areas of the County, references to the 2020 Provincial Policy Statement and 2019 Growth Plan for the Greater Golden Horseshoe will continue to apply.
- The new PPS allows the County to continue to use the 2051 population, household and employment forecasts which came into effect July 12, 2024 through OPA 120.
- Planning staff will continue with the phased Official Plan Review.

3.0 Background

The finalization of the Provincial Planning Statement (PPS) brings to conclusion an almost two-year process to streamline and combine the 2020 Provincial Policy Statement and 2019 Growth Plan for the Greater Golden Horseshoe. The Province consulted in 2022 on combining the two policy documents and then in 2023 and 2024 on draft versions of a new policy document. Planning Staff previously reported on the 2023 Draft and the 2024 Draft through report PD2023-17 and PD2024-20.

The 2024 PPS comes into effect October 20, 2024 and all land use planning decisions are required to be consistent with its policies. The Growth Plan for the Greater Golden Horseshoe will be revoked by O. Reg. 328/24 on October 20, 2024.

The above approach will differ for Greenbelt Plan areas of the County in Puslinch and Erin, where elements of the 2020 PPS and 2019 Growth Plan will continue to apply in accordance with the following new paragraph added to section 1.4.1 of the Greenbelt Plan:

“A reference in this Plan to the PPS is a reference to the Provincial Policy Statement, 2020 as it read immediately before it was revoked and a reference in this Plan to the Growth Plan is a reference to the Growth Plan for the Greater Golden Horseshoe 2019 as it read immediately before it was revoked.”

The above paragraph was added through approval of Amendment No. 4 of the Greenbelt Plan approved by the Lieutenant Governor in Council on August 15, 2024 (effective October 20, 2024).

4.0 2024 Provincial Planning Statement

The policy changes brought about by the new PPS are substantial. A summary of key policy changes is provided in Appendix A, including those which were made between the 2024 Draft and 2024 Final version of the PPS.

With respect to implementation, Section 6.1.6 of the new PPS states the following:

“Where a planning authority must decide on a planning matter before their official plan has been updated to be consistent with the Provincial Planning Statement, or before other applicable planning instruments have been updated accordingly, it must still make a decision that is consistent with the Provincial Planning Statement.”

This means that as of October 20, 2024, decisions of County Council, Planning Committee and Land Division Committee must be consistent with the new PPS and the County Official Plan for County applications such as an Official Plan Amendment, Plan of Subdivision/Condominium, Consent, etc. The same applies to decisions of local Councils and Committees of Adjustment for applications such as a Zoning By-law Amendment, Minor Variance, etc.

4.1 Relationship to Official Plan

In addition to the new PPS, the County of Wellington Official Plan also continues to apply to land use and servicing decisions. The new PPS states that:

- Official plans continue to be the most important vehicle for implementation of the Provincial Planning Statement.
- The policies of the PPS represent minimum standards.
- Planning authorities may go beyond these minimum standards to address matters of importance to a specific community, unless doing so would conflict with any policy of the Provincial Planning Statement.

The new PPS will be implemented through amendments to the County Official Plan as part of the ongoing Official Plan Review. Until those amendments have been completed, it will be necessary to interpret consistency/conformity with both policy documents.

4.2 Role of County Planning Staff

Policy and/or Development Planning staff will provide a professional planning opinion regarding:

- a) consistency with the new PPS as part of their comments to Committees and Councils on planning matters; and
- b) conformity with the current County Official Plan policies relative to the new PPS as part of their comments to Committees and Councils on planning matters.

Staff will also continue to consult with Member Municipalities about local needs as part of the Official Plan Review.

4.3 Relationship to the Official Plan Review

There are several growth-related policies carried forward in the 2024 PPS which are outlined below and compared with the current Official Plan/Official Plan Review.

Policy Area	2024 PPS	Official Plan / Official Plan Review
Growth Forecasts	<ul style="list-style-type: none"> Allows for municipalities like Wellington to continue to forecast growth using population and employment forecasts previously issued by the Province 	<ul style="list-style-type: none"> The County can continue to use the forecasts in the Official Plan which were based on the Growth Plan and recently approved by the Province through its decision on OPA 120
Planning horizon for land needs	<ul style="list-style-type: none"> 20 to 30-year time horizon required 	<ul style="list-style-type: none"> The 2051 horizon of the Official Plan falls within the 20 to 30-year range
Priority areas for growth	<ul style="list-style-type: none"> Requires settlement areas to be the focus of growth and development 	<ul style="list-style-type: none"> The County's growth strategy in the Official Plan is consistent with this approach
Intensification targets	<ul style="list-style-type: none"> Requires County to establish and implement minimum targets for intensification 	<ul style="list-style-type: none"> The current Official Plan contains a minimum County-wide intensification target of 20% Technical work recommends a reduction to 15% County-wide¹
Density targets	<ul style="list-style-type: none"> Encourages County to establish density targets for lands that have not been fully developed or have been added to settlement areas 	<ul style="list-style-type: none"> The current Official Plan contains a minimum County-wide density target of 40 people and jobs per hectare Technical work recommends maintaining this County-wide target¹
Phasing policies	<ul style="list-style-type: none"> Encourages County to establish and implement phasing policies 	<ul style="list-style-type: none"> The County will consider phasing policies as part of Official Plan Review
Settlement area boundary expansion criteria	<ul style="list-style-type: none"> Criteria has been simplified and scoped in some areas 	<ul style="list-style-type: none"> New criteria will be addressed as part of Official Plan Review County's established evaluation framework will continue to be applied, for criteria which doesn't conflict with the PPS
County-initiated settlement area boundary expansions	<ul style="list-style-type: none"> No longer requires (but does not prohibit) settlement area boundary expansions to be initiated by an upper-tier municipality like Wellington 	<ul style="list-style-type: none"> County will continue with its review and implementation of settlement area boundary expansions

¹ NOTE: The intensification and density targets for Centre Wellington are under review

As noted above, there are areas of alignment between the growth management policies of the new PPS and the Official Plan and/or Official Plan Review. Staff will conduct a detailed review of these and other matters to determine which Official Plan policies can be retained and those which will need to be reconsidered and revised to be consistent with the new PPS.

4.4 Impact on Severances

Given the interest in secondary agricultural rural residential severances, it is important to clarify that the new PPS does not automatically over-ride the March 1, 2005 cutoff date, limits on Hamlet expansions, or other requirements set out in the current Official Plan. The PPS places a clear priority on focusing rural growth in rural settlement areas (Secondary Urban Centres and Hamlets), but also allows growth and development to be directed to rural lands. The PPS leaves it up to municipalities to determine how. The County Official Plan policies currently allow for limited growth in rural settlements and rural areas.

Extension of the County's growth horizon from 2041 to 2051 warrants further consideration of rural growth needs. The County has initiated a Rural Residential Growth Analysis as part of the Official Plan Review (see report PD2024-29). The County will consult with Member Municipalities to determine how to best satisfy identified rural residential growth needs amongst the options for rural growth and implement any necessary changes through an Official Plan Amendment(s).

The new PPS also introduces more restrictive criteria for surplus farm dwelling severances. The PPS limits the number of severances to one new residential lot per farm consolidation (either principal dwelling or an additional residential unit, subject to criteria). As the new PPS policy criteria is more restrictive than the County Official Plan, the new PPS policies would prevail in this instance.

5.0 Transition Matters

On August 20, 2024, the Ministry of Municipal Affairs and Housing posted a proposal to seek feedback about any specific planning matters (or types of matters) in process that should be addressed through a potential transition regulation for the new PPS. For example, matters to be exempted from specific new policies and/or to be consistent with the 2020 Provincial Policy Statement. Details are provided through Environmental Registry of Ontario (ERO) posting #019-9065. Staff is reviewing this matter and may submit comments to the Ministry.

The comment period is open until October 4, 2024.

6.0 Next Steps

Staff will factor in the new Provincial Planning Statement and continue with the following parts of the County's Official Plan Review in the fall of 2024:

- Future Development Lands (OPA 123)
- Centre Wellington Urban Expansion Review
- Puslinch by Design – Employment Land Study
- Rural Residential Growth Review

Other important areas of focus for the Official Plan Review will be continued or launched in 2025, depending on the extent of work, staff time needed, and consultant availability.

7.0 Strategic Action Plan

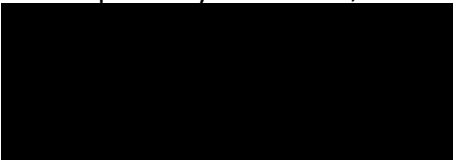
This report relates to the following objectives and priorities in the County's Strategic Action Plan:

- Making the best decisions for the betterment of the community
- To assist in solving the current housing crisis

8.0 Recommendation

That the 2024 Provincial Planning Statement report be received for information and forwarded by the County Clerk to Member Municipalities.

Respectfully submitted,



Sarah Wilhelm, RPP, MCIP
Manager of Policy Planning

Appendix A Summary of Key Policy Changes: Provincial Planning Statement, 2024

Appendix A

Summary of Key Policy Changes: Provincial Planning Statement, 2024

The Province has made additional changes from the Draft 2024 PPS to the Final 2024 PPS, including the following:

- Policy to require (rather than encourage) municipalities to support intensification and establish minimum targets.
- Policy to require municipalities to consider the impact of development within 300 m of employment areas on the long-term economic viability of employment uses.
- Adding back the definition of significant for the purposes of cultural heritage resources and archaeology.
- Revising the definition of on-farm diversified uses to include energy generation, transmission and energy storage systems.
- Clarifying permissions around creating additional residential units in prime agricultural areas, including that additional residential units are considered in addition to farm worker housing.
- Technical housekeeping changes.

The following table provides a high-level overview of key policy changes of the final 2024 Provincial Planning Statement.

GROWTH MANAGEMENT	
Forecasts and Allocations	<ul style="list-style-type: none">• direction to use Ontario Population Projections published by the Ministry of Finance 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 and unit supply is required 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

GROWTH MANAGEMENT	
New and Expanding Settlement Areas (continued)	<ul style="list-style-type: none"> • does not carry over prohibition on establishing new settlement areas from Growth Plan, but only allows where it has been demonstrated that the infrastructure and public service facilities to support development are planned or available
Intensification	<ul style="list-style-type: none"> • direction for municipalities to support general intensification and redevelopment • requirement to establish and implement minimum targets for intensification and redevelopment within built-up areas • “built-up areas” is not a defined term, leaving flexibility for planning authorities to delineate those areas (as opposed to delineated built-up area and delineated built boundary of the Growth Plan)
Density	<ul style="list-style-type: none"> • density targets encouraged for lands designated for growth within settlement areas or lands added to settlement areas, 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 • there are currently no strategic growth areas identified in Wellington
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 direction to consider opportunities to allocate, and re-allocate if necessary, 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 to allow for partial services in rural settlement areas where new development will be serviced by 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"> • final version of PPS removes previous draft new policy 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 new residential lot creation (except for a surplus farm dwelling, subject to criteria)
Additional Residential Units	<ul style="list-style-type: none"> • permits up to two additional residential units plus the principal dwelling, provided at least one of these additional residential units is located within or attached to the principal dwelling, subject to criteria • clarification added that permitted additional residential units are in addition to farm worker housing, which is permitted as an agricultural use
Surplus Farm Dwelling Severances	<ul style="list-style-type: none"> • limits number of severances to one new residential lot 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"> • allows for locally appropriate residential development, including lot creation • previous policy reference in draft 2023 PPP to allow “multi-lot residential development” (e.g. subdivision/condominium) has been removed
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, but also allows growth and development to be directed to rural lands

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.) and has added affordable housing back to the definition 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

ROLE OF PPS, 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 • implementation policy (moved from preamble) requires official plans to “...provide clear, reasonable and attainable policies to protect provincial interests and facilitate development in suitable areas” • municipal official plans are the most important vehicle for implementation of the PPS and for achieving comprehensive, integrated and long-term planning
Timing	<ul style="list-style-type: none"> • the new PPS comes into effect October 20, 2024 • decisions on a planning matter on or after that date must be consistent with the new PPS • the review cycle for the County Official Plan is in progress and the County will continue to update and implement the new PPS policies as part of that process
Greenbelt Area	<ul style="list-style-type: none"> • the Province has completed an 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
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 • the PPS also supports forward-looking zoning by-laws that facilitate an appropriate range and mix of housing options for all Ontarians



Committee Report

To: Chair and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
Date: Thursday, September 12, 2024
Subject: **Official Plan Review - 2024 Rural Residential Growth Analysis**



PLANWELL

1.0 Purpose:

The purpose of this report is to detail planning staff's review of the rural residential growth needs in the County and determine if changes to rural growth policies are necessary.

2.0 Background:

To date, much of the focus of the Official Plan Review has been on urban growth. In the last progress report on the Official Plan Review, staff committed to initiate the Rural Residential Growth component of our work plan in the fall of 2024. This phase of work is particularly important to Puslinch as it is the only municipality in the County where all of its growth is considered rural, due to lack of municipal services. Staff recognizes the need for attention to the Township's growth and launched the Puslinch by Design study to identify additional Rural Employment lands.

This report presents the results of our rural residential growth analysis and sets the stage to:

1. Allow for local input into rural growth options;
2. Determine how changing the Secondary Agricultural Area lot creation policies impacts the County's ability to meet the rural growth forecasts for Puslinch, Erin and Minto; and
3. Take new Provincial policies into consideration.

3.0 Consultation:

It should be noted that formal consultation on rural growth policies has not occurred to date. However, since the launch of the County's Official Plan Review, staff have received the following public, municipal and stakeholder comments related to rural residential growth:

Requests to re-set the date to allow additional lot creation in the Secondary Agricultural Area

- 7 Puslinch residents
- 5 Erin residents
- 1 Minto resident

Requests to allow expansion of Secondary Urban Centres (only applicable to Puslinch)

- 2 for Aberfoyle
- 2 for Morriston

Requests to allow expansion of Hamlets/Estate Residential Development

- 2 for Puslinch (Arkell, Audrey Meadows)
- 1 for Erin (Ospringe)
- 3 Centre Wellington (Inverhaugh)
- 3 Guelph/Eramosa (Ariss)
- 2 Mapleton (Wallenstein, Alma)

The County also received Municipal comments:

Puslinch

Council would like more flexibility for rural residential growth in Secondary Agricultural Areas including policy options to support:

- More severances (allowing up to three from a lot and without a date limitation)
- Establishment of new settlements
- Expansion of hamlets
- Expansion of estate residential subdivisions
- Removal of 1 km fringe policy, which limits major growth within 1 km of a settlement area boundary

Mapleton

Township comments on their 2051 growth forecasts requested that more growth be allocated to urban areas in the municipality than was originally planned. County Staff revised the growth forecasts to address these comments by re-allocating some of the rural growth to urban areas.

Minto

Council would like more options for rural residential growth in Secondary Agricultural Areas to allow for minor infilling and rounding out in areas where rural growth is already clustered. In response, staff added the following policy to the Official Plan through OPA 119:

“6.5.4 Rural Clusters

Rural clusters are long-established small groups of housing with occasional commercial, industrial or institutional uses located in the Secondary Agricultural Area designation. These areas are not designated on Schedule “A” or “B” and are not expected to grow but they may be recognized in the zoning by-law. New lots may only be allowed in rural clusters in accordance with section 10.4.

As part of a *municipal comprehensive review*, the County will assess the impact of constraints such as the *Provincial Agricultural System*, *Natural Heritage System* and *Greenbelt Plan* on the potential future supply of rural residential lots in the Secondary Agricultural Area, including rural clusters. This assessment will consider, among other things, whether changes to the rural residential lot creation policies are needed.”

The above policy will be considered as part of this analysis, but we note that under section 4.0 of this report that Minto has enough supply to 2051 to meet its growth needs without identifying rural clusters.

The County also received detailed comments from the Wellington Federation of Agriculture through the Housing Friendly Policy review. WFA’s comments are summarized below:

Wellington Federation of Agriculture (WFA)

The WFA supports housing policy that directs growth and development to existing urban areas and limits growth that fragments and erodes the viability of Wellington’s rural areas. WFA’s comments were specifically critical of rural residential lot creation in the County’s rural areas. While WFA acknowledges that rural lot creation does create housing, they advise that the creation of new rural settlements and/or rural residential lots in these areas leads to land use incompatibilities at the expense of agriculture. WFA also noted that lower quality soils are an asset for certain crop and livestock activities that should be protected and maintained. WFA’s comments put forward several policy recommendations that they believe would help build more homes and preserve farmland.

Planning Staff will consider all relevant feedback received to date in the review and deliberation of rural growth options.

4.0 Rural Residential Growth Needs:

In determining if a change to rural growth policies is appropriate, it is necessary to consider the long-term rural residential growth needs of the County. It should be noted that County Staff reviewed Centre Wellington, Guelph/Eramosa, Mapleton, and Minto’s long-term rural growth needs and are satisfied forecasted rural growth can be accommodated through current supply opportunities in the rural area. The following sections outline the long-term rural growth needs of Puslinch, Erin, and Wellington North.

4.1 Long-term Rural Residential Growth Needs

As part of the County’s MCR staff reviewed and extended municipal population and household forecasts from 2041 to 2051. This also included a review and extension of our member municipalities rural forecasts. The following table provides an overview of the new 2051 rural household forecasts, implemented by OPA 120, for Puslinch, Erin, and Wellington North and details the amount of household growth remaining to achieve these forecasts over the next 27 years:

Table 1. Rural Household Demand in Puslinch, Erin and Wellington North

	Puslinch	Erin	Wellington North
2051 Rural Household Forecast	3,560	3,170	1,705
2021 Census Households	2,860	2,520	1,490
Rural Area Buildout Since Census to End of 2023	100	70	50
Growth Required to Achieve Forecast	600	580	165

Using the 2051 household forecasts and reducing it by the 2021 census household counts and further by rural residential building permits issued between the census and the end of 2023, both Puslinch and

Erin require approximately 600 additional units each to achieve their forecasts. Wellington North requires approximately 165 additional units. The following section outlines existing vacant supply options available to accommodate some of the anticipated rural growth to 2051.

4.2 Existing Vacant Residential Supply

Within Puslinch, Erin and Wellington North there are existing areas where rural growth can already be accommodated. The County maintains an inventory which monitors the levels of vacant residential supply across the County, including the rural area. This potential supply needs to be factored into the overall analysis of rural demand. Table 2 outlines the existing vacant supply that exists in Puslinch, Erin, and Wellington North’s rural areas as of July 2024.

Table 2. Vacant Unit Supply in Puslinch, Erin and Wellington North (July 2024)

Supply Category	Puslinch	Erin	Wellington North
Vacant units in Secondary Urban Centers, Hamlets and other Rural Residential Areas	73	112	77
Existing Vacant Rural Lots	73	70	38
Potential Supply from New Rural Severances under Current Policies	204	278	0
Total Vacant Supply	350	460	115

4.3 Summary of Rural Need

After reviewing the vacant residential supply available in the rural areas of Puslinch, Erin and Wellington North we see that large shares of growth can be accommodated through existing vacant supply options. Table 3 brings together the long-term demand and existing vacant supply to highlight the remaining growth that needs to be accommodated through other rural growth measures.

Table 3. Rural Area Need

	Puslinch	Erin	Wellington North
Long-Term Rural Housing Demand	600	580	165
Existing Vacant Rural Residential Supply	350	460	115
Rural Area Need	-250	-120	-50

Based on the results of the rural residential growth needs analysis, Puslinch requires approximately 250 additional units in its supply, Erin requires approximately 120 additional units in its supply, and Wellington North requires approximately 50 units in its supply. This need represents approximately 0.7% of the County’s 2051 household forecast. Based on these results, changes to rural growth management policies in Puslinch, Erin and Wellington North are necessary to address the shortfalls in supply over the long-term.

5.0 Addressing the Rural Residential Need

There are certain policy options the County can consider that would provide more opportunities for supply in rural areas. The diversity of Puslinch, Erin, and Wellington North will require a custom

approach to addressing rural growth needs but should be prioritized in accordance with the hierarchy established in the Official Plan for directing growth. The Official Plan directs:

- the majority of growth to the fully serviced urban centres;
- a limited amount of rural growth directed to Secondary Urban Centres and Hamlets (rural settlement areas); and
- to a lesser extent, rural growth is directed to Secondary Agricultural Areas.

The following sections review the different options to grow the vacant residential supply in Puslinch, Erin and Wellington North’s rural areas.

5.1 Rural Settlement Area Expansions

In the County, rural settlement areas are considered Secondary Urban Centres and Hamlets and are identified on Schedule A – County Growth Structure in the Official Plan. Over time, these areas have played an important role in accommodating growth in the County’s rural areas and now have limited opportunities for additional growth due to build out. This raises the opportunity to consider expansions of these areas and allow them to continue to play a role in accommodating growth and supporting vibrant rural communities.

A significant constraint to rural settlement area expansions is the Greenbelt Plan. This plan prohibits the expansion of settlement areas reliant on private services. This is an important policy consideration for Puslinch and Erin, which have rural settlement areas located within the regulated area of the Greenbelt Plan. Table 4 identifies the rural settlement areas in Puslinch, Erin and Wellington North and identifies which rural settlement areas are subject to the Greenbelt Plan.

Table 4. Rural Settlement Areas in Puslinch, Erin and Wellington North

Within the Greenbelt	Outside of the Greenbelt
Brisbane (Erin)	Orton (Erin)
Ballinafad (Erin)	Cedar Valley (Erin)
Morrison (Puslinch)	Ospringle (Erin)
	Crewson Corner’s (Erin)
	Arkell (Puslinch)
	Aberfoyle (Puslinch)
	Conn (Wellington North)
	Damascus (Wellington North)
	Riverstown (Wellington North)
	Kenilworth (Wellington North)

Preliminary Observations

Current Provincial and County policies permit the expansion of settlement areas, subject to detailed criteria being met. The Official Plan prioritizes rural growth to rural settlement areas, as these areas are established and often have existing amenities present to service the community. As part of the Official Plan Review, the County is prepared to work with Puslinch, Erin and Wellington North to discuss options to address rural growth needs by potential expansions to rural settlement areas (outside of the Greenbelt).

5.2 Country Residential Areas

Existing Country Residential Areas are designated on Schedule B of the of the Official Plan. These areas exist in Puslinch, Erin and Wellington North but are largely built out. The County Official Plan does not permit new Country Residential Areas to be established.

Preliminary Observation

Staff will conduct a further review of the new Provincial Planning Statement to determine whether the new polices are intended to allow estate residential subdivisions outside of rural settlement areas.

5.3 Secondary Agricultural Area Lot Creation

Most of the rural part of the County is designated Prime Agricultural Area in which new residential lots are not permitted, but there are some areas designated Secondary Agricultural Area in Puslinch, Erin, and Minto. The Secondary Agricultural Area designation provides for a wider variety of uses than the Prime Agricultural Areas and includes a limited opportunity for new rural residential lot creation by severance.

Rural residential lot creation has played an important role in addressing rural growth needs in the County since the creation of the Plan in 1999. Table 5 below shows the numbers of rural residential lots that have been created since 2014 in the County’s Secondary Agricultural Area. Both the Township of Puslinch and Town of Erin have received consistent demand for rural lots over time, while the Town of Minto has experienced consistent, but much lower levels of rural residential lot creation.

Table 5. Historical Secondary Agricultural Area Residential Lot Creation

Year	Puslinch	Erin	Minto	Total
2014	5	19	1	25
2015	31	9	1	41
2016	18	12	0	30
2017	34	15	2	51
2018	14	4	2	20
2019	11	1	1	13
2020	9	8	1	18
2021	19	10	3	32
2022	13	9	1	23
Total	154	87	12	253

Revisions to the current Secondary Agricultural Area lot creation policies in the Official Plan is an opportunity to increase supply of rural residential lots. Lot creation for residential uses in the Secondary Agricultural Area is regulated by the following policies under Section 10.4.4:

“One new lot for residential purposes may be permitted from a parcel of land existing on March 1, 2005, provided that:

- a) the lot generally meets a 0.4 ha minimum lot size and is not larger than needed to accommodate the intended residential use, consisting of the dwelling, accessory buildings and uses, and individual sewage and water services, while taking into account

- site constraints such as grading, sightlines, natural heritage features, hazardous lands, and minimum distance separation formulae requirements;
- b) the accessory buildings referred to in a) above may include a hobby barn, subject to local regulations;
 - c) the lot has access to an open public road;
 - d) the residential use will not hinder or preclude the present use or future potential for agricultural or mineral aggregate operations;
 - e) the residential use is compatible with surrounding development;
 - f) the use is well removed from any settlement area boundary;
 - g) the lands have been owned by the applicant for at least 5 years.

Residential lots in the Secondary Agricultural Area are to be considered part of the rural portion of the local municipal growth strategy. In considering new residential lots the County will assess whether other locations exist on the same property which would provide a more appropriate site given the overall policies of this Plan.

For the purposes of this section, if a parcel of land was the subject of a severance application that was submitted before March 1, 2005, then the severed and retained parcels will be deemed to have existed on March 1, 2005, and a new residential lot may be considered.”

While not the only limiting factor, one of the main policies limiting residential lot creation in the Secondary Agricultural Area designation is the requirement that only one new lot can be created from an original lot that existed as of March 1, 2005. Once a new lot from the original March 2005 parcel has been created, a second new residential lot is not permitted.

Preliminary Observations

Staff have completed an analysis in Puslinch and Erin to estimate the number of eligible parcels that could be severed in the Secondary Agricultural Area designation at various dates. While it may be necessary to consider adjusting the March 1, 2005 date, this decision cannot be finalized until the amount of rural growth to be directed to rural settlement areas is first determined. New rural residential lot creation is not permitted in Wellington North as their rural area is designated entirely as Prime Agricultural Area. Accordingly, other growth options will need to be considered in Wellington North.

5.4 Rural Clusters

Rural clusters are long-established small groups of housing with occasional commercial, industrial or institutional uses located in the Secondary Agricultural Area designation. These areas are not designated on Schedule “A” or “B” in the Official Plan and are not expected to grow but they may be recognized in the zoning by-law. Policy 6.5.4 of the Official Plan speaks to rural clusters in the Secondary Agricultural Areas and commits the County to review these areas through the Official Plan Review.

Preliminary Observations

Due to the new Provincial Planning Statement, previous constraints to rural lot creation (Provincial Agricultural and Natural Heritage Systems) are no longer a factor outside of the Greenbelt Plan. This reduces pressures for new supply opportunities, such as rural clusters, to help accommodate rural

growth. Further, through the consent analysis described in Section 5.3 of this report, any opportunities for lot creation in rural clusters can be facilitated in accordance with the secondary agricultural area lot creation policies of the Official Plan. As a result, rural cluster policies may no longer be necessary.

6.0 Summary

Based on the results of the rural residential growth analysis, changes to the rural area policies will need to be considered to help address rural residential growth needs identified in Puslinch, Erin, and Wellington North. While the Official Plan establishes a hierarchy to direct growth, staff anticipate that a combination of policy changes will be necessary to address the diversity that exists across these municipalities.

7.0 Next Steps

Planning Staff is open to discuss the results of the rural residential growth analysis with all member municipalities. Consultation with Puslinch, Erin, and Wellington North, is required to determine the appropriate composition of rural growth options to address identified need. Once municipal input is received, staff will report back to the Planning Committee, with a path forward to satisfy identified rural residential growth needs. Staff will also factor in the new Provincial Planning Statement.

8.0 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


9.0 Recommendation:

That the 2024 Rural Residential Growth Analysis report be received for information.

That Planning Staff be directed to consult with the Township of Puslinch, the Town of Erin and the Township of Wellington North to determine the appropriate approach to addressing rural growth needs in these municipalities.

That the County Clerk circulate this report to Member Municipalities for information.

Respectfully submitted,



Jameson Pickard, B.URPL, MCIP, RPP
Senior Policy Planner

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 060-2024

Being a by-law to appoint Drinking Water
Source Protection Risk Management
Inspectors and Alternate Risk Management
Officials

WHEREAS Section 9 of the *Municipal Act, S.O., 2001*, provides that a Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Part 4 Section 47 (6) of the *Clean Water Act, 2006*, states that the Council of a Municipality that is responsible for the enforcement of this Part shall appoint Risk Management Officials and such Risk Management Inspectors as are necessary for that purpose;

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

1. That Kim Funk is hereby appointed as Risk Management Inspector and Alternate Risk Management Official.
2. That Danielle Fisher is hereby appointed as Risk Management Inspector and Alternate Risk Management Official.
3. That this By-law shall come into force and take effect on January 1, 2025.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9th DAY OF OCTOBER, 2024.

James Seeley, Mayor

Justine Brotherston, Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 061-2024

Being a by-law to Stop Up, Close and Declare Surplus Cockburn Street, Plan 119 Township of Puslinch and Barnside Road, Plan 119, Township of Puslinch.

WHEREAS, Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Municipal or any other Act;

AND WHEREAS, Section 28(2) of the Municipal Act, 2001, as amended, gives full jurisdiction over all road allowances to a Municipality;

AND WHEREAS pursuant to the provisions of Section 34 of the Municipal Act, R.S.O. 2001, c.25, as amended, the Council of every municipality may pass by-laws for stopping up any highway or part thereof and selling same;

AND WHEREAS the Council of the Corporation of the Township of Puslinch deems it expedient to stop up close and declare surplus the following road allowances:

1. Cockburn Street, Plan 119 Township of Puslinch (PIN 71196-0112(LT)); and
2. Barnside Road, Plan 119, Township of Puslinch (PIN 71196-0113(LT)).

AND WHEREAS, notice of this by-law was given in the Wellington Advertiser on September 26, 2024.

NOW THEREFORE the Council of the Township of Puslinch enacts as follows:

1. That Cockburn Street, Plan 119 Township of Puslinch (PIN 71196-0112(LT)) is hereby stopped up, closed and declared surplus.
2. That Barnside Road, Plan 119, Township of Puslinch (PIN 71196-0113(LT)) is hereby stopped up, closed and declared surplus.
3. That this By-law does not take effect until it has been registered on title in the Land Registry Office.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 9th DAY OF OCTOBER 2024.

James Seeley, Mayor

Justine Brotherston, Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-062

A By-law regulate the Installation, Display, Alteration, repair, maintenance and removal of Signs within the Township of Puslinch and a By-law to repeal By-laws 9/91, 49/14, 21/18 and 021-2022

WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 8*, provides that the Act shall be interpreted broadly so as to confer board authority on municipalities to enable municipalities to govern their affairs as they consider appropriate and enhance their ability to respond to municipal issues;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 9*, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the *Act*;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 11*, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public, including Signs;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 23.2* authorizes the Township to delegate its powers to an officer, employee, or agent of a municipality;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 63*, provides that a by-law may prohibit or regulate the placing or standing of an object on or near a Highway, and may provide for the removal and impounding or restraining and immobilizing of an object placed or standing on or near a Highway;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 99* sets out rules which apply to a by-law of a municipality respecting advertising devises, including Signs;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 425* establishes that any person who contravenes any by-law of the municipality, may be, passed under the *Act*, is guilty of an offence;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 426(4)* establishes that any Person that hinders or obstructs, or attempts to hinder or obstruct, any Person who is exercising or performing a duty under this By-law created under the *Act* is guilty of an offence;

AND WHEREAS the *Municipal Act, S.O. 2001, c.25, Section 446* of the *Municipal Act* gives the Township the authority to direct or require a person to do a matter or, thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person’s expense. For these purposes, the Township may enter upon land at any reasonable time. The Township may recover the costs of doing a matter or, thing from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes;

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

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1.0 Title, Interpretation and Severability

- 1.1 This By-law may be referred to as the “Sign By-law”.
- 1.2 Wherever a word is used in this By-law with its first letter capitalized, the term is being used as it is defined in Section 2 of this By-law. Where any word appears in ordinary case, the commonly applied English language meaning is intended.
- 1.3 Wherever a word defined in Section 2 of this By-law is used in the form of a noun, verb, adverb, or adjective, it shall be interpreted as having a corresponding defined meaning even if it is in ordinary case.
- 1.4 All words importing the singular shall include the plural, and words imparting the masculine gender shall include the feminine, and the converse of the foregoing also applies, unless the context of the By-law requires otherwise.
- 1.5 Headings are for reference purposes and shall not affect in any way the meaning or interpretation of the provisions of this By-law.
- 1.6 If a court of competent jurisdiction declares any section, or any part of a section of this By-law to be invalid or to be of no force or effect, it is the intention of Township that every other provision of this By-law be applied and enforced in accordance with its terms to the fullest extent possible according to law.
- 1.7 The Township, in regulating Signs, assumes no liability for Signs not Installed or maintained by the Township and makes no representation and gives no

warranties in respect to the safety of any Sign or the truth of its content, whether or not such Sign is permitted under this By-law.

2.0 Definitions

In this By-law:

“A-Frame Sign” means a temporary, double-faced Sign, triangular in shape, designed with two sides of similar length forming its apex allowing it to stand on the ground. Such Sign includes but is not limited to, sandwich board-style Signs;

“Address Sign” means a Sign which identifies the address of a dwelling, school or institutional building, and may include the occupiers name but not occupation;

“Alter” or “Alteration” means any change to the Sign structure or Sign Face including the relocation of the Sign and/or the addition, deletion or re-arrangement of components other than Changeable Copy;

“Awning” means a space frame system, moveable or fixed, covered with fabric, metal or like material attached and projecting from a building or structure, but not forming an integral part thereof and includes a canopy;

“Awning Sign” means a Sign with copy painted or affixed flat to the surface of an Awning, which does not extend vertically or horizontally beyond the limits of such Awning;

“Bag Sign” means a prohibited, temporary Sign that is constructed of an opaque plastic bag, cardboard or a similar material that is placed over a metal or wire frame and pushed into the ground;

“Banner Sign” means a Sign made from cloth, plastic or a similar lightweight non-rigid material displaying a message in words or symbols, but shall not include a recognized flag, Awning Sign, Window Sign, Feather Banner Sign, Wall Banner Sign or Fascia(Wall) Sign;

“Billboard” means a Sign in a fixed location supported by uprights, braces, or a supported structure, which is in turn embedded into the ground that is owned and maintained by a Person engaged in the rental or leasing of the Sign Face Area for advertising goods, services, or facilities that are not sold or offered on the Property where the Sign is Displayed and is single faced, is not illuminated and does not include Electronic Billboard or real estate signs;

“Building Code Act” means the Building Code Act, 1992, O.S. 1992, c.17, as amended, or any predecessor or successor thereto, and includes the Regulations thereunder, including the Ontario Building Code;

“Changeable Copy” means an area on which messages can be changed either manually or automatically and includes, but is not limited to, an Electronic Message Centre(Digital Sign);

“Chief Building Official” means the Chief Building Official appointed by Council or his/her designate;

“Clerk” means the Municipal Clerk appointed by Council, or his/her designate;

“Community Event” means an event held or sponsored by a Non-Profit Organization for which all net proceeds are directed to the support of the Non-Profit Organization and/or its projects;

“Community Event Sign” means a Ground Sign Installed by the Township or Non-Profit Organization on public or private property to announce special community events and occasions;

“Community Event Directional Sign” means a temporary sign installed on the public Road Allowance to direct the public to special Community Events;

“Council” means the Council of the Corporation of the Township of Puslinch;

“Designated Official” means the Sign Administrator, Clerk, Chief Building Official, or their designates;

“Development Sign” means a temporary double or single-faced Sign that is affixed to the ground that:

- i. Includes in whole or in part information promoting a development and may identify components of such building or structure and the persons involved in its design and construction; and
- ii. Promotes a model home in a development; or
- iii. Relates to or advertises the construction or sale of a building structure on the property;

“Display” includes authorizing, allowing or permitting the display of a Sign;

“Directional Sign” means a double or single faced Sign that gives directions or instructions for the control of vehicular or pedestrian traffic within the property and shall include entry and exit Signs;

“Driver Visibility Triangle” means a triangular area formed on both sides of a driveway projecting from where the property line meets the edge of roadway or the projection thereof;

“Dwell Time” means the minimum duration that fixed Sign Copy Content on an Electronic Message Centre(Digital Sign) is Displayed;

“Election Sign” means a sign that is regulated by Township by-law with respect to elections under the Canada Elections Act, the Election Act (Ontario), or the Municipal Elections Act, 1996, or any successor legislation;

“Electronic Billboard” means a Ground Sign that is owned and maintained by a Person engaged in the rental or leasing of the Sign Face Area for advertising goods, services, or facilities that are not sold or offered on the Property where the Sign is Displayed by means of an Electronic Message Centre(Digital Sign) and is either single faced or double faced but does not include Ground Sign or Billboard;

“Electronic Message Centre” (Digital Sign) mean a Sign that is capable of Displaying words, symbols, figures, images or other messages digitally that can be electronically changed by remote and/or automatic means;

“Fascia(Wall) Sign” means a single-faced Sign, constructed of a permanent and rigid material, that is attached and position parallel to the exterior wall of a building or structure and shall not include a Window Sign or Gas Bar Canopy Sign;

“Feather Banner Sign” means a Sign that is made from cloth or a similar non-rigid material which is affixed to the ground and supported by a pole;

“Former By-law” means By-law 9/91, together with all amendments adopted up until the day immediately preceding the date on which this Sign By-law comes into force;

“Garage Sale” means an occasional use sale, conducted on a residential Property by an occupant of such residential property, or household goods belonging to the occupier thereof;

“Garage Sale Sign” means a Sign associated with a Garage Sale a Property with a Residential Use by the occupant of the property, of household goods belonging to the occupant;

“Gas Bar Canopy” means Sign located, Installed or Displayed on an open and permanent roof structure, free standing or attached to a building, which is Installed for the purpose of sheltering gasoline pumps; and shall not include an Awning Sign or Projecting Sign;

“Ground Sign” means a Sign in a fixed location supported by uprights, braces, or a supported structure, which is in turn embedded into the ground. This definition does not include a Billboard, Electronic Billboard, Development Sign, Directional Sign, or Menu Board;

“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;

“Heritage Permit” means a Permit issued by the Township pursuant to the provisions of this the Ontario Heritage Act and/or any by-law of the Township;

“Heritage Property” means any lands designated pursuant to the Ontario Heritage Act, R.S.O. 1990, c.O. 18, as amended (the “Ontario Heritage Act”);

“Hoarding” means any temporary construction barrier continuously enclosing a construction site that is installed for the purpose of site protection;

“Hoarding Sign” means a temporary single-faced Sign Installed on Hoarding associated with the development of the Property, that advertises or identifies the development of the Property on which the Sign is located;

“Home Occupation Sign” means a temporary single-faced Sign that advertises a Home Business or Home Industry as defined and permitted by the Zoning By-law;

“Illuminate” or Illuminated means the lighting of a Sign in whole or in part by any type of artificial light, whether by emission or reflection;

“Illumination” means the act of lighting a Sign by way of an artificial light source that is located within, on or external to the Sign, the brightness and intensity of which are measured in Nits;

“Incidental Sign” means a non-Illuminated Sign not exceeding 0.5m² and is of minor consequence that is accessory in nature to principal identification signage. Notwithstanding and without limiting the foregoing, Incidental Signs shall include any Sign which identifies the manufacturer of equipment or product, a flag, bench advertising, public safety Sign, no-trespassing, safety directions, caution, parking requirements, washrooms, no-smoking, etc.;

“Inflatable Sign” means a Sign filled with air or gas;

“Install” includes the act of authorizing, allowing, Displaying, or permitted the physical placement of a Sign;

“Manual Changeable Copy” means letters, numerals, symbols, illustrations, and/or images that can be changed on a Sign by non-electronic means;

“Menu Board” means a Sign Installed as part of a drive through facility and only used to Display products and services available at the drive-through Premises;

“Mobile Sign” means a Sign which is designed to be moved from place to place and which only utilizes Manual Changeable Copy, but excludes A-Frame Signs, T-Frame Signs, Bag Signs, Feather Banner Signs, and Inflatable Signs. For further clarity, a Mobile Sign is considered a Sign whether or not Manual Changeable Copy is on;

“Motor Vehicle” means an automobile, truck or any other vehicle, including motorized construction equipment or farm equipment, motor home, motorcycle, snowmobile, boat, recreational vehicle, a trailer or farm implement or any other kind of device which is capable of being driven, propelled or drawn by any kind of power, but does not include bicycle or any other device powered solely by means of human effort;

“Mural” means any type of Display or artistic endeavor applied to any external wall or other part of a building or structure, and:

- a) shall not include any words, images, logos, tags, acronyms, solicitation, public information or trademarks that advertise or convey any promotional message;
- b) shall not be considered an obscene or defamatory Sign as set out in Section 5.2(h);

“Nits” means a unit of measurement of luminance, or intensity of visible light, where one nit is equal to one candela per square meter. Nits are used to describe the brightness of illuminated and electronic displays;

“Non-Profit Organization” means a club, group, society, or association, that is organized and operated solely for social welfare, civic improvement, pleasure or recreation or any other purpose except profit;

“Officer” means any Person designated by by-law of the Township to enforce this By-law;

“Owner” means the registered Owner(s) of the Property;

“Permanent Sign” means a Sign which is intended to remain in place for an indefinite duration;

“Permit” means a formal authorization issued by the Township under this By-law;

“Permit Holder” means a Person to whom a Sign Permit is issued by the Township as well as the registered Owner, lessee and a mortgagee in possession, of the Property to which the Sign Permit pertains;

“Person” means an individual, firm, sole proprietorship, partnership, 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;

“POA” means the Provincial Offences Act, R.S.O. 1990, c. P.33, as amended or any successor thereto;

“Poster” means a printed notice conveying information intended to be Displayed for a temporary period of time and includes, but is not limited to, a bill, handbill, leaflet, notice and placard. This definition does not include Election Sign;

“Pre-Menu Board” means a Sign Installed as part of a drive-through facility and only used to Display products and services available at the drive-through Premises;

“Premises” means the space(s) owned or operated by a business establishment which can include the whole of a building or individual units as the case may be;

“Projecting Sign” means a Sign attached to and which projects out horizontally from an exterior wall or a building in a perpendicular manner including a blade sign or perpendicular sign. This definition does not include Awning Sign, Gas Bar Canopy Sign or Fascia(Wall) Sign;

“Property” means a parcel of land having specific boundaries, which is capable of legal transfer;

“Pump Island Sign” means a Sign on top of gasoline service pumps or on the columns of a Gas Bar Canopy, on guard posts or freestanding on a gasoline pump apron;

“Puslinch Design Guideline” means the urban design guideline, adopted by Council and applied to commercial, industrial and institutional development and redevelopment proposals to support an enhanced streetscape in identified areas of the Township;

“Real Estate Sign” means a Temporary Sign that is affixed to the ground for the purpose of advertising the sale, lease, rental or pre-sale, lease or rental of the lands and existing buildings located on the Property. This definition does not include a Development Sign or a Billboard;

“Residential Use” means lands, buildings or structures or portions thereof used, or designed or intended for use as a home or residence of one or more individuals, and shall include a single detached dwelling, a semi-detached dwelling, a multiple dwelling, an apartment dwelling, and the residential portion of a mixed-use building or structure;

“Road Allowance” means a highway under the Township’s jurisdiction established under the authority of any statute, and includes where applicable, the curb, shoulder, boulevard, sidewalk and landscaping. A Street is a public Road Allowance for the purposes of this By-law;

“Roof Sign” means any Sign that is attached to or is located more than one (1) metre above the roof line or a building or structure, any Sign that is Installed or located wholly above the roof of a building and/or any Sign Installed, constructed or attached to or located wholly above the parapet of a building;

“Seasonal Farm Product Sign” means a temporary sign which is posted to promote the sale of farm products on the property where the product is produced as long as the product is available for sale.

“Sight Triangle” means a theoretical triangular area that is clear of any visual obstruction and is formed between points measured along a lot line a prescribed distance from the intersection of a Street, County or Provincial Street, or railway corridor;

“Sign” means any devise, object or thing which directs attention to and which is designed to convey a message and that is placed for the purpose of advertising goods and services offered, for identifying a business, organization, or enterprise, and/or for conveying any other type of message. This definition includes, but is not limited to, the types of Signs specifically defined in this Section and includes the supports, braces, or other appurtenances associated with such Signs;

“Sign Administrator” means the Clerk or designate;

“Sign Copy Content” means any colour, graphic, logo, symbol, word, numeral, text, image, message, picture, or combination thereof Displayed on a Sign Face;

“Sign Face” means the surface of a Sign, including the border and frame but excluding the supporting structure, upon which information and advertising is Displayed;

“Sign Face Area” means the area on the surface of a Sign including the border and frame and where this is no border, shall include all of the surface area lying within the rectangular box drawn around the full extent of the words, numbers, images, and/or symbols comprising the complete message;

“Sign Permit” means a permit issued by the Township authorizing a Sign, which is issued to a Person based on a review of this By-law;

“Sign Structure” means a structure which is intended to support, or be capable of supporting, any Sign which in turn is supported by the ground, building or a structure, which is not an integral part of the Sign;

“Storey” means that portion of a building, other than the cellar, which is situated between the surface of any floor and the surface of the floor next above and, if there is no floor above, that portion between the surface of such floor and the ceiling above;

“Street” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle or any part of which is intended for the use by the general public for the passage of vehicles and includes the area between the lateral Property lines thereof;

“Street Line” means a lot line dividing a lot from a Street and is the limit of the Road Allowance;

“Sunrise” means the hour and minute designated as sunrise by the National Research Council Canada for the applicable calendar date in the Township;

“Sunset” means the hour and minute designated as sunset by the National Research Council Canada for the applicable calendar date in the Township;

“Temporary Personal Sign” means a Sign or advertising device, used for a personal announcement or congratulatory message, on a Property with a Residential Use or an institutional or agricultural Zone;

“Temporary Business Sign” means a Sign used to advertising work that is being completed by a business on a private property while the work is actively being completed;

“Temporary Sign” means a fixed or moveable Sign which is permitted for a defined duration per the regulations set out in this By-law;

“T-Frame Sign” means a temporary double or single-faced Sign which is supported by a base that rests on the ground and is not embedded into the ground;

“Third Party Sign” means a Sign which identifies or directs attention to a business, profession, commodity, service, event, or other activity not being conducted, sold, or offered on the Property to which the Sign is located;

“Traffic Control Device” means a signal or Sign located at an intersection that is intended to control the flow of traffic at that intersection. For the purposes of this By-law, any measurement from a Traffic Control Device shall be taken from the pole or post supporting such device;

“Use” includes “used” and “using” having corresponding meaning and means the arrangement of, design or the intended Use or actual Use of any place;

“User Fees and Charges By-law” means the Township by-law, as amended from time to time, which regulates user fees or charges for services or activities;

“Variance” means a permission granted by the Sign Administrator pursuant to Section 4 of this By-law (or by Council on appeal from the Sign Administrator or for a Variance request not within the scope of authority of the Sign Administrator), to Install and Display a Sign in a particular location which the Sign, but for such permission, would not comply with this By-law;

“Wall Banner Sign” means a Temporary Sign that is made from cloth or a similar lightweight non-rigid material which is secured or mounted to a building. This definition does not include a flag, Awning Sign, Banner Sign, Canopy Sign, Window Sign or Inflatable Sign;

“Window Sign” means a Temporary Sign located in, on, or within 2.0m behind a window which is visible from the exterior of the building;

“Zone” means an area designated for a particular land use established by the Township’s Zoning By-law, and/or other land use regulations as may be applicable in the Township;

“Zoning By-law” means the Township’s Comprehensive Zoning By-law, as applicable and amended from time to time.

3.0 Transition, Conflict, and Compliance with Other Laws

3.1 All Sign Permits issued by the Township prior to the coming into force of this Sign By-law, for which Sign Permits are current and valid on the day this By-law comes into force shall:

- a) remain current and valid under this By-law as if the Sign Permit had been issued under this By-law, whether or not such Sign Permit would be authorized under this By-law;
- b) subject to Section 3.1(a) above, shall otherwise be subject to all provisions of this By-law; and
- c) on expiry of the Sign Permit, be subject to this Sign By-law as if no prior Sign Permit had been issued.

3.2 Any Sign that has been Installed, Displayed or Altered without a valid Sign Permit prior to the coming into force of this By-law, shall be subject to the provisions and regulations of this Sign By-law.

- 3.3 A Sign Permit Application received but not issued by the Township, prior to the coming into force of this Sign By-law, shall be issued in accordance with this Sign By-law.
- 3.4 Where a Variance has been approved by Council under the Former Sign By-Law, a Sign Permit shall be issued in accordance with the terms and conditions set out in the Variance, and thereafter the Sign shall be subject to the provisions of Section 3.1 above as if the Sign Permit had been issued prior to the coming into force of this Sign By-Law.
- 3.5 The Former Sign By-Law is otherwise repealed as of the day on which this By-law comes into force.
- 3.6 Any Sign lawfully Installed or Displayed before the day this By-law comes into force, may remain and be maintained if it is not Altered.
- 3.7 Where a Sign referred to in Section 3.6 is Altered, it is subject to all general and zone-specific regulations and restrictions as are provided in this By-law.
- 3.8 Where there is a conflict between the provisions of this By-law and the provisions of any other Township by-law, the provisions that establish the highest standards shall apply. No agreement shall be deemed to provide an exemption from the requirements of this By-law unless this By-law authorizes such exemption, and the agreement specifically provides for it.
- 3.9 This By-law, and the provisions contained within, are intended to be complementary to federal and provincial statutes and regulations, and to other by-laws passed by the Township. If any other applicable law requires a higher standard than this By-law requires, the higher standard shall apply.
- 3.10 By-laws, statutes, regulations, and guidelines referenced in this By-law, including in schedules attached hereto, include any amendment, replacements, or updates to those by-laws, statutes, regulations, and guidelines.

4.0 Scope, Administration, Delegated Authority and Variances/Appeals

4.1 Scope

- 4.1.1 This By-law applied to all Property in the geographic area within the Township, save and except any Property owned by the Township.
- 4.1.2 Signs that are not specifically permitted by this By-law are prohibited. Without limiting the generality of the foregoing, a Variance pertains only to the Installation and Display for which the Application for a Variance was granted at the location specified in the Variance. Any Alteration or removal of the Sign will render the Variance void. The granting of Variance for one Sign is not an indication by the Sign Administrator or Council, as the case may be, that a Variance for a similar (or even identical) Sign and/or location will be approved in the future.
- 4.1.3 This By-law regulates the location, size, number, construction, alteration, repair, and maintenance of all outdoor Signs and Signs visible from the exterior of a building or structure, including Signs located in windows.
- 4.1.4 Signs regulations vary by the Zoning designation for the subject Property where the Sign is located. Signs are permitted only where they are identified for the applicable Zone. Any Sign not specifically permitted within a particular Zone is prohibited, subject to Section 3.0 (legal non-conforming use).
- 4.1.5 Responsibility for compliance with this By-law rests with, individually and collectively, on the Owner of the Property on which the Sign is or will be located, the Lessee, Person whose business is being promoted by the Sign, the applicant, and the Permit Holder.

4.2 Administration

4.2.1 The Clerk, or designate, in consultation with the Chief Building Official, shall be responsible for the administration of this By-law and the Clerk will be referred to as the Sign Administrator while administering this By-law.

4.3 Delegated Authority

4.3.1 The Sign Administrator has the delegated authority to:

- a) create forms, guides, guidelines and processes for the administration of this By-law;
- b) approve, exempt/waive, issue, revoke, extend, renew, amend, or close a Permit and/or grant approvals of Sign Permits and impose conditions for continuing to hold a Sign Permit in addition to the requirements under this By-law;
- c) determine when a meeting of Council is required or not required;
- d) determine and deem an Application as abandoned, expired, or closed;
- e) establish appropriate requirements;
- f) require or exempt certain works from provisions of this By-law, as permitted in this By-law; and
- g) authorize and/or hire such agents, contractors, and other Persons to perform work, as required.

4.3.2 This By-law may be enforced by Officers and/or Designated Officials. Without limiting/restricting any other power, duty or function granted by this By-law, Officers and/or Designate Officials may: give direction, issue an Order to discontinue or to perform work and further give verbal or written direction and may enter a Property and/or carry out and direct whatever inspections, are reasonably required to determine compliance with this By-law in accordance with Section 8 of this By-law.

4.3.3 Council hereby delegates to the Sign Administrator the power to grant Sign Variances from any of the provisions of this By-law, **with the exception of following:**

- a) An Unauthorized Sign described in Section 5.2;
- b) A reduction in distance required from a Residential Use for an Electronic Message Centre(Digital Sign) or Illuminated Sign of any type;
- c) A Sign described in Section 5.8 (Heritage Properties);
- d) A Billboard or Electronic Billboard.

4.4 Variances

4.4.1 Variances applications of any provision **excluding** section 4.3.3

- a) A Variance application shall be in respect to a single Sign.
- b) A Variance application shall be submitted to the Sign Administrator using such forms as the Sign Administrator may prescribe and shall only be considered if and when all required information has been provided. Additional information or studies may be required by the Sign Administration and the applicant is responsible for the cost of the studies preparation and any cost associated with any external review as may be required.
- c) In determining whether to grant a Variance under this section, the Sign Administrator shall consider the following, where applicable:
 - i. Sign compatibility with "Puslinch Design Guidelines" for building, Property and the surrounding area;
 - ii. Whether there is a negative impact on any surrounding residential uses;
 - iii. Whether the applicant and/or owner of the Sign has complied with all terms and conditions of approval of any previous Sign Permit issued to the Applicant under this Section, if any;
 - iv. Impacts, if any, on accessibility;
 - v. Impacts, if any, on public safety; and
 - vi. Any written response(s), if any, received in response to a public notice, if required by the Sign Administrator.

- d) The Sign Administrator may refuse a variance or grant a Variance in whole or in part.
- e) A notice of decision of the Sign Administrator, including any reason for refusal, shall be provided in writing to the applicant within ten (10) days of the decision and the applicant shall be deemed to have received notice in accordance with Section 9.0.
- f) An applicant may appeal the decision of the Sign Administrator to refuse a variance or approve a variance in part. The appeal shall be initiated by the applicant filing a written request for an appeal to Council with the Sign Administrator within seven (7) days of the service of the notice of decision outlined in Section 4.1.1(d). All applicable material provided to the Sign Administrator under Section 4.1.1(b) shall be placed before Council. On consideration of the appeal, Council retains authority to grant or refuse the Variance, in whole or part and Council decision is considered final.

4.4.2 Variances applications in accordance with section 4.3.3

- a) A Variance application shall be in respect to a single Sign.
- b) A Variance application shall be submitted to the Sign Administrator using such forms as the Sign Administrator may prescribe and shall only be considered if and when all required information has been provided. Additional information or studies may be required by the Sign Administration or Council and the applicant is responsible for the cost of the studies preparation and any cost associated with any external review as may be required.
- c) In determining whether to grant a Variance under this section, Council shall consider the following, where applicable:
 - vii. In the case of an Electronic Billboard Sign, Council will reference the “Guidelines for Review of Sign Variance Applications for Electronic Billboard Signs” when considered an application for Sign Variance;
 - viii. Sign compatibility with “Puslinch Design Guidelines” for building, Property and the surrounding area;
 - ix. Whether there is a negative impact on any surrounding residential uses;
 - x. Whether the applicant and/or owner of the Sign has complied with all terms and conditions of approval of any previous Sign Permit issued to the Applicant under this Section, if any;
 - xi. Impacts, if any, on accessibility;
 - xii. Impacts, if any, on public safety; and
 - xiii. Any written response(s), if any, received in response to a public notice, if required by the Sign Administrator.
- d) The Council may grant a Variance in whole or in part.
- e) A notice of decision of Council, including any reason for refusal, shall be provided in writing to the applicant within ten (10) days of the decision and the applicant shall be deemed to have received notice in accordance with Section 9.0. Council decision is considered final.

4.4.3 Variance application for refusal of permit by Sign Administrator

- a) A variance may be applied to Council for following Sign Administrator’s refusal of a sign permit. The variance shall be initiated by the applicant filing a written request for a variance to Council with the Sign Administrator, within twenty-one (21) days of notice of refusal of a Sign Permit Application by the Sign Administrator and shall contain the following, where applicable:
 - i. The name and address of the applicant together with such additional information as may be prescribed by the Sign Administrator;
 - ii. The written authorization of the Sign owner/Permit Holder if not the same as the applicant;
 - iii. Written authorization from the Property Owner(s) and occupant(s) of the Premises that have authorized the application;
 - iv. Where applicable, proof of approval for the proposed Sign from all other governmental authorities having jurisdiction;

- v. The Notice of Refusal of the Sign Permit Application; and
 - vi. The fee as set out in the User Fees By-law.
- b) A notice of decision of Council, including any reason for refusal, shall be provided in writing to the applicant within ten (10) days of the decision and the applicant shall be deemed to have received notice in accordance with Section 9.0. Any decision by Council is final.

5.0 General Provisions

5.1 Prohibitions

No Person shall:

- a) Install, Display or Alter a Sign of any type that is not specifically permitted under this By-law or by a Variance issued under this By-law;
- b) Install, Display or Alter a Sign for a Use that is not specifically permitted within a specific Zone;
- c) Install or Display a Sign in a prohibited location;
- d) Install, Display or Alter, or repair a Sign without a Sign Permit if a Sign Permit is required under this By-law;
- e) Install, Display or Alter, or repair a Sign except in accordance with the approved plans and drawings submitted to the Township as part of the Sign Permit application;
- f) Install, Display, Alter or repair a Sign in a manner that is inconsistent with the regulations of this By-law or the conditions of any Sign Permit or Variance granted under this By-law;
- g) Install, Display, Alter or repair a Sign where such Sign may obstruct any fire escape, fire exit, door, window, flue or air intake or exhaust so as to prevent or impede free access of emergency personnel to any part of a building;
- h) Install, Display, Alter or repair a Sign which is on or overhangs Township Property, unless specifically authorized by this By-law;
- i) Install or Display a Sign on any Sign pole, fence, bench or waste receptacle managed or controlled by the Township;
- j) Install or Display a Sign in any location where such Sign may impede or in any way interfere with utility easements, public rights-of-way, Township snow removal, and/or maintenance operations;
- k) Locate a Sign Face within 0.6m of the vehicular travelled portion of a private lane or Street Line, excluding drive-through facility or a parking area, unless the minimum vertical distance between grade and the bottom of the overhanging Sign Face is at least 5.0m;
- l) Install or Display any Sign upon any pole, traffic Sign, or control box which is located within the Road Allowance, and which is managed or controlled by the Township, County or utility;
- m) Install or Display any Sign upon any tree, fence, gate or railing unless otherwise specifically permitted by this By-Law;

- n) Install or Display a Sign that obstructs any traffic Sign or device from the view of any pedestrian, or driver of a Motor Vehicle, or which interferes with vehicular traffic in a manner that could endanger any person;
- o) Install or Display an Electronic Message Centre(Digital Sign), or use a television, monitor, or similar device as a Sign, within 2.0m of and visible through a window;
- p) Install or Display a Sign on private Property for a purpose not ancillary to a principal use permitted under the Zoning By-law and carried on within a building located on the Property except as specifically permitted under this By-law;
- q) Permit an Electronic Message Centre(Digital Sign) to have a Dwell Time of less than ten (10) seconds or a transition time of more than one (1) second;
- r) Fail to dim or turn off an Illuminated Sign within 30m of a Residential Use between Sunset and Sunrise, if directed by conditions of a Sign Permits or Variance;
- s) Fail to turn off an Illuminated Sign when it is malfunctioning;
- t) Fail to maintain a Sign in a proper state of repair;
- u) Fail to remove, Alter, or repair a Sign which is not in compliance with this By-law when so directed by the Chief Building Official or Municipal By-law Enforcement Officer;
- v) Install, Display, Alter or repair any Mural that is prohibited under this By-law.

5.2 Unauthorized Signs

Unless otherwise specifically permitted by this By-law, or by a Variance thereto granted under Section 4.0, the following Signs are prohibited:

- a) Electronic Billboard Signs described in Section 6.2 are subject to consideration by Council as a Variance described in Section 4.4.1.
- b) Any Sign which, in whole or in part, uses animation, scrolling content, motion, rotation, fading, flashing, blinking light, or any effect that creates the illusion of movement;
- c) Any Sign that emits light exceeding a maximum luminance of 5000 Nits between Sunrise and Sunset;
- d) Any Sign the emits light exceeding a maximum luminance of 200 Nits between Sunset and Sunrise;
- e) Any Sign the imitates, resembles or could be confused with a traffic control Sign or device;
- f) Any Sign on an overpass;
- g) Any Sign that moves, swings or revolves;
- h) Any Sign which:
 - i. is obscene as that term is understood under the Criminal Code, R.S. C 1985, c. C-46, as amended;
 - ii. publishes defamatory statements, and/or
 - iii. by its words, symbols, or images is degrading or dehumanizing to an individual or group, particularly but not limited to on the basis of grounds protected under the Human Rights Code (Ontario);

- i) A Roof Sign;
- j) An Inflatable Sign;
- k) A Banner Sign;
- l) A Bag Sign, with the exception of those used as Real Estate Signs, Temporary Business Signs or Election Signs;
- m) Any Vehicle Displaying words or images that has been parked on a Property in a manner that is unrelated to its normal use as a Vehicle and which is more consistent with the use or intended use of the vehicle as a Sign;
- n) Any Sign that obstructs a parking space;
- o) Any Sign which advertises a business no longer conducted, or product no longer sold;
- p) Any Sign that Displays sequential messages, either on the same Sign or on subsequent Signs;
- q) A Third Party Sign, subject to permitted Zone-specific exemptions for:
 - i. A Garage Sale Sign;
 - ii. A temporary Sign associated with an open house or model home;
 - iii. A Mobile Sign being used by a Non-Profit Organization in connection with the promotion of that organization or its objects; or
 - iv. A Poster;
 - v. Billboard and/or Electronic Billboards approved by Variance, by Council.
- r) Any Sign that is Installed on the external wall of a building, unless posted in an area occupied by a business associated with the Sign and/or over a common entrance that leads to the business advertised.

5.3 Signs Not Requiring a Permit

5.3.1 This By-law shall not apply to:

- a) Any Incidental Sign;
- b) Any Sign Installed by, on behalf of, or by specific direction from the Township, County, Public Health, the Province of Ontario, Government of Canada or their agencies;
- c) Any Sign providing public notices in fulfillment of statutory notice requirements under the Planning Act, or any other Provincial or Federal statute Installed in accordance with the applicable policy of the Township for such notices;
- d) Any Sign authorized by the Township and located on public Property;
- e) Any Election Sign regulated by a Township By-law;
- f) Township-approved Murals that do not promote or advertise a person, place or thing for profit;
- g) A Commemorative plaque or corner stone of a non-advertising nature that does not exceed a height of 1.8m or an area of 0.5m²;
- h) Any Flag bearing only patriotic, civic, or religious emblems and/or support for diversity and inclusion;

- i) A Sign painted directly or otherwise attached to a Motor Vehicle, provided that such Motor Vehicle is parked in accordance with the Zoning By-law and is not being used primarily for Sign purposes.

5.3.2 A Sign Permit is not required for the following Signs; however, these Signs shall comply with all other requirements of this By-law unless otherwise provided:

- a) A Directional Sign in accordance with Section 6.4.7;
- b) A Garage Sale Sign in accordance with Section 7.1.1;
- c) A Temporary Personal Sign in accordance with Section 7.1.2;
- d) A Real Estate Sign in accordance with Section 7.1.3;
- e) A Seasonal Farm Product Sign in accordance with Section 7.1.5;
- f) An A-Frame Signs or T-Frame Sign located on private Property in accordance with Section 7.1.6;
- g) A Window Sign in accordance with Section 7.1.7;
- h) A Poster;
- i) An A-Frame or T-Frame Sign advertising a contractor undertaking landscaping, home construction, repairs or renovations etc., provided such Sign is Installed no more than two (2) days prior to the commencement of the project and is removed from the Property immediately after the project is complete;
- j) A non-Illuminated Address Sign not exceeding 0.2m²;
- k) A Pump Island Sign;
- l) Any Sign which has been authorized by the Township as part of an Event Permit.

5.4 Permit Application - Requirements

5.4.1 The applicant for a Sign Permit shall submit to the Township such information prescribed by the Sign Administrator in the prescribed format which may include any or all of the following:

- a) A complete application and Sign details;
- b) Written authorization of the Property Owner or manager having authority from the Owner to provide approval which clearly indicates consent to Display of the Sign on the Property;
- c) A current site plan on which is shown the location of the proposed Sign in relation to the lot, adjacent Streets, and any buildings or structures on the Property;
- d) Drawings showing plan, building elevations and cross section views of the proposed Sign and Sign structure, including dimensions, Sign Copy design, materials, engineered drawings (if required by the Chief Building Official);
- e) Where applicable, drawings and specifications showing the parts of the building to which the proposed Sign is to be attached;
- f) Where applicable, proof of a Heritage Permit for a Sign located on a Heritage Property;
- g) Evidence satisfactory to the Sign Administrator of consent of any other county, provincial or federal ministry or agency having jurisdiction over the Sign or the Property on which the Sign is proposed to be Installed;
- h) Where required, proof of general liability insurance Township of Puslinch named as additional insured for not less than two million dollars; and
- i) Any fee set out in the most current Fees and Charges By-law.

5.4.2 In addition to other provisions set out in this By-law, the Township may make a Sign Permit conditional on an encroachment agreement with the Township for a Sign proposed to be located on or over a public Road Allowance.

5.4.3 In addition to provisions set out in this By-law, the Sign Administrator, having regard for the purpose of this By-law, may impose conditions relating to public safety and to the size and location of Signs.

5.4.4 The Sign Administrator shall issue a Sign Permit if provisions of this By-law, and other applicable law known to the Sign Administrator, including provisions of the Building Code Act as determined by the Chief Building Official and other

guidelines of the Ministry of Transportation for the Province of Ontario and the County of Wellington, for which approvals have been received.

- 5.4.5 The Sign Administrator may request additional information respecting the proposed Sign and the Sign Permit Application.
- 5.4.6 Except in the case of a Sign Permit for a Temporary Sign, the Permit Holder shall provide written confirmation to the Sign Administrator within ten (10) days of Installation, confirming that the Sign has been Installed in accordance with the specifications set out in the Sign Permit.
- 5.4.7 Sign Permit applications for Mobile or Feather Banner Sign shall be submitted to the Sign Administrator no less than ten (10) business days in advance but not more than sixty (60) days prior to the Installation or Display of the Mobile or Feather Banner Sign.
- 5.4.8 Sign Permits are the property of the Township. The issuance of a Sign Permit does not imply renewal thereof.
- 5.4.9 The Township has absolute discretion over the assignment of a Sign Permit. A Sign Permit issued by the Township is not transferable, except on the written direction of the Township and subject to conditions that the Township may impose.
- 5.4.10 No Person shall sell, purchase, lease, mortgage, charge, assign, pledge, transfer, seize, distraint or otherwise deal with a Sign Permit issued by the Township under this or any previous Sign By-law.

5.5 Permit Application – Insurance Requirements and Indemnity

- 5.5.1 The applicant for a Sign Permit and the Permit Holder for which the Sign is Installed or Displayed shall be jointly and severally responsible to indemnify the Township, its officers, employees, servants and agents from all losses, damages, costs, expenses, claims, demands, actions, suits, or other proceedings of every nature and kinds arising from and in consequence of construction, Installation, Display, Alteration, and maintenance or removal of such Sign.
- 5.5.2 Every applicant for a Sign Permit in respect of a Sign which is, by this By-law, permitted to be located on or over a public Road Allowance shall provide proof of general liability insurance Township of Puslinch named as additional insured for not less than two million dollars and every such Person shall ensure that such insurance remains in effect as long as the Sign exists in such a location.
- 5.5.3 Every Person that Installs a Real Estate Directional Sign, open house or model home Sign on a Road Allowance shall provide proof of general liability insurance Township of Puslinch named as additional insured for not less than two million dollars and every such Person shall ensure that such insurance remains in effect as long as the Sign exists in such a location(s).

5.6 Permit Refusal, Cancellation, Revocation and Expiry

- 5.6.1 The Sign Administrator may refuse to issue a Sign Permit for any of the following reasons:
 - a) The application is incomplete and/or the fees has not been submitted;
 - b) The proposed Sign does not comply with this By-law an/or with any other Township by-law, county, provincial or federal statute or regulation;
 - c) The applicant and/or Owner of the Property is in non-compliance with this By-law;
 - d) In the case of a Billboard or Electronic Billboard, a Variance approval of Council is required and has not been obtained;
 - e) A Heritage Permit is required and has not been obtained.

5.6.2 The Sign Administrator may cancel an application if:

- a) The applicant or Owner requests in writing that it be cancelled;
- b) The application has been refused for failure to provide information required pursuant to Section 5.1(d) (Permit Required) of this By-law and the applicant has not provided the required additional written information to the Sign Administrator within six (6) months of written notice from the Township that the Application is considered incomplete.

5.6.3 The Sign Administrator may revoke a Sign Permit if:

- a) The Permit Holder is unwilling or unable to comply with the conditions of an Order;
- b) The Permit Holder does not comply with the requirements of the Sign Permit in respect of requesting and cooperating with inspections and/or submitting required reports during the construction and Installation of the Sign;
- c) The Sign has been Installed, Altered or maintained in a manner which is in breach of a statute, regulation, or other enactment and/or contrary to the lawful directions of any government authority having jurisdiction over the area where the Sign is situated;
- d) The Sign Permit has been issued in error;
- e) The Sign Permit was issued in reliance on false, mistaken, incorrect, or misleading information or undertakings provided to the Township;
- f) The Sign Administrator determines that construction and Installation of the Sign has not been seriously commenced within six (6) months of the date of the Sign Permit issuance;
- g) The Sign Administrator determines that construction and Installation of the Sign has been suspended or discontinued for a period of more than one (1) year;
- h) The Property Owner and/or the Permit Holder requests in writing that it be revoked.

5.6.4 The Sign shall expire:

- a) Upon expiry of any Display period specified by this By-law or in the Sign Permit;
or
- b) Immediately upon removal of the Sign.

5.6.5 Any fee refunds relating to this By-law shall be governed by the most current Township Fees & Charges By-law.

5.7 Sign Maintenance

5.7.1 Every Person who owns or Displays a Sign, and/or is the Owner or tenant of the Property on which a Sign is Installed and/or Displayed, and any Permit Holder shall ensure that:

- a) A Sign is maintained in a proper state of repair and operated in a manner so that it does not become unsafe, structurally unsound, unsightly or dangerous;
- b) An Electronic Message Centre(Digital Sign), Illuminated Sign, Billboard or Electronic Billboard that malfunctions is turned off until it is repaired and is able to operate as intended;
- c) A Sign that has been defaced, damaged or destroyed to the extent that it requires repair or replacement, shall do so with the express permission of the Township pursuant to this By-law and a new application shall be required for Signs for which a Sign Permit is required.

5.8 Signs on Heritage Properties

5.8.1 All Signs and Sign Structures proposed to be Installed, Displayed, Altered or relocated on Property designated under the Ontario Heritage Act shall comply with the provisions of that Act with respect to alterations to the designated Property.

5.8.2 Notwithstanding any other section of this By-law, no Sign on a Heritage Property shall obstruct or impact the Heritage Attributes identified in the by-law designating the Property.

5.9 Sight Triangle and Driver Visibility Triangle

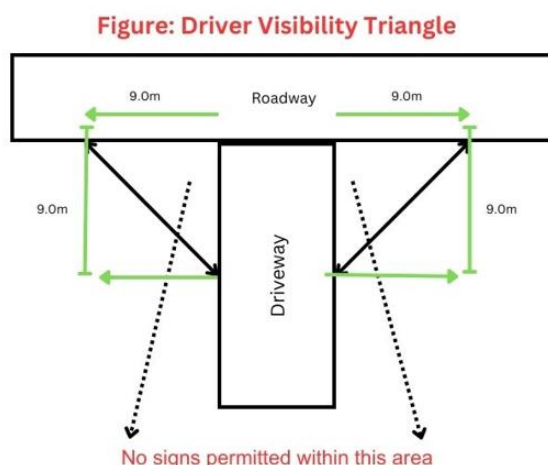
In addition to other requirements of this By-law, the following regulations apply to all Signs:

- a) On a corner lot, a Sign which extends beyond 0.6m in height above the elevation of the centre-line of the adjacent roadway of a public Road Allowance shall not be located within the Sight Triangle as defined in this By-law and the most recent Township Zoning By-law;
- b) For the purposes of calculating the extent of a Sight Triangle, the distance between the point of intersection of the two lot lines and their respective points of intersection with the line constituting the third side of the triangle shall be in accordance with the following Table 4.2 from the Township Zoning By-law 023-18 (as may be amended from time to time):

Requirements for Sight Triangles

STANDARD	
Where at least one of the abutting intersecting streets is a County Road or Provincial Highway	28 m
Where neither abutting intersecting street is a County Road or Provincial Highway	9 m
Where a street intersects a railway right-of-way at grade , or such greater distance as may be required from time to time by the Canadian Transportation Commission	46 m

- c) At a driveway, a Sign which extends beyond 0.6m in height above the elevation of the centre-line of the adjacent roadway of a public road allowance shall not be located within the Driver Visibility Triangle as defined in this By-law.
- d) For the purposes of calculated the extent of a Driver Visibility Triangle, the distance between the point of intersection of the private driveway and the abutting roadway shall be:
- e) Where the abutting intersecting roadway is a County roadway or Provincial Highway, the setback shall be no less than 28m;
- f) Where the abutting intersecting roadway is a Township roadway, the setback shall be no less than 9m.



5.10 Sign Design – Consideration of “Puslinch Design Guidelines”

Design Guidelines for Signs set out in the “Puslinch Design Guideline”, approved by Council and amended from time to time, should be incorporated wherever possible.

6.0 Regulations Respecting Size, Type & Location of Permanent Signs

6.1 Illuminated Signs

Table 6.1 - Regulation of Illuminated Signs

Illuminated Sign	Details
Permitted Sign Types	<p>Illumination is only permitted on Permanent Signs.</p> <p>Any Illuminated Ground Sign that is greater than 2.5m in height shall only be Illuminated internally.</p> <p>Notwithstanding the above, Temporary Mobile Signs may be Illuminated.</p> <p>One Illuminated open/closed Sign with a maximum of 0.4m² Sign Face Area is permitted to be located on a first-floor window.</p>
Location Restrictions	<p>Unless specifically permitted by a condition of a Sign Permit or Variance, no Illuminated Signs are permitted within 30m of a Residential Use.</p> <p>No Sign in a residential Zone shall be Illuminated.</p>
Illumination	<p>Maximum luminance of 5000Nits between Sunrise and Sunset;</p> <p>Maximum luminance of 200Nits between Sunset and Sunrise.</p> <ul style="list-style-type: none"> • 5000cd/m² from Sunrise to Sunset (One Nit = One Candela per m² (cd/m²)) • 200cd/m² from Sunset to Sunrise (One Nit = One Candela per m² (cd/m²))

6.2 Electronic Billboard Signs

In accordance with Section 4.3.3(d), 5.2(a), Electronic Billboard Signs are Unauthorized Signs, with Council retaining the authority to approve such Signs through the Variance process outlined in Section 4.4.1.

6.3 Electronic Message Centres (Digital Signs)

Table 6.3 - Regulation of Electronic Message Centre(Digital Sign)	
Electronic Message Centres	Details
Permitted Sign Types	Electronic Message Centres(Digital Signs) are only permitted on Permanent Grounds Signs, Fascia(Wall) Signs and Menu Boards regulated by this By-law.
Location Restrictions	<p>Electronic Message Centres(Digital Signs) shall be located a minimum of 30m away from any Residential Use or intersection.</p> <p>Electronic Message Centres(Digital Signs) shall not be located on a Heritage Property without receiving a variance from Council.</p>
Sign Copy Content	Sign Copy Content is limited to static alphanumeric text and digital images.

Prohibited Content	<p>Unless otherwise permitted by this By-law, the following is prohibited on a Sign:</p> <p>Animation, motion, scrolling content, fading, flashing, or blinking lights, or any effects that may create the illusion of movement;</p> <p>Any directional information, whether in text or graphics;</p> <p>Any sequential messages, either on the same Sign or on subsequent Signs;</p> <p>Any imitation or resemblance of a Traffic Control Device.</p>
Minimum Dwell Time	Ten (10) seconds
Transition time between Successive Displays	0.1 second or instantaneous
Illumination	<p>Maximum luminance of 5000Nits between Sunrise and Sunset;</p> <p>Maximum luminance of 200Nits between Sunset and Sunrise.</p> <ul style="list-style-type: none"> • 5000cd/m² from Sunrise to Sunset (One Nit = One Candela per m² (cd/m²)) • 200cd/m² from Sunset to Sunrise (One Nit = One Candela per m² (cd/m²)) <p>Electronic Message Centers must be equipped with functioning automatic dimming technology which will automatically adjust the intensity of the Illumination in direct correlation with the ambient light conditions.</p>

6.4 Permanent Signs by Land Use

The Sign types listed in Column 1 of the table below shall only be permitted on a property with a Residential Use or in a Zone indicated in Column 3. Column 2 of the table below indicates the Section of this By-law applicable to each Sign Type listed.

In addition to other regulations of this By-law, the following regulations apply to residential, industrial, institutional, agricultural (including specialized zones) designated in the Zoning By-law:

RES	Residential Use
COM	Commercial (C, HC, AC) and Core Mixed Use (Central Business District – Aberfoyle and Morriston)
IND	Industrial (IND, EXI, DI)
INST	Institutional (I)
AGR	Agricultural (A, OS, NE)

Column 1	Column 2	Column 3				
Sign Type	Section	RES	COM	IND	INST	AGR
Billboard	6.4.2		✓	✓	✓	✓
Ground	6.4.3	✓	✓	✓	✓	✓

Fascia(Wall)	6.4.4	✓	✓	✓	✓	✓
Awning	6.4.5		✓	✓	✓	✓
Projecting	6.4.6		✓	✓	✓	
Menu/Pre-Menu Board	6.4.7		✓	✓		
Directional	6.4.8		✓	✓	✓	✓

6.4.1 Permanent Sign Specifications – Maximum Sign Face Area

Notwithstanding any specifications outlined in this Section, the maximum Sign Face Area on a Property shall include the total area of all Permanent Signs on such property.

6.4.2 Billboard

No person shall Install, Alter, maintain a Billboard in conjunction with the uses listed in Column 1, below, unless the Sign complies with all other provisions of this By-law.

- a) A Billboard must be located on private Property.
- b) A maximum of one (1) Billboard sign is permitted on a commercial, industrial, institutional or agricultural property with a minimum required frontage of 100 m.
- c) A Billboard sign face may be a maximum of 25 m².
- d) A Billboard sign shall not be multi-faced.
- e) A Billboard shall not be located within 400 m of any limit of a County Road or MTO Highway without written permission from the appropriate road authority.
- f) A Billboard Sign shall not be erected within 250m of a major traffic sign and 500 m of a driver decision point.
- g) A Billboard shall not be located closer than 300 m measured in a straight line from a residential use.
- h) A Billboard sign shall be located no closer than the setback for buildings & structures of the most current Zoning By-law.
- i) A Billboard shall be no closer than 3 km from another Billboard on the same side of the highway.
- j) A Billboard shall be positions relative to one another so that no more than one Billboard shall be visible to an approaching drive at the same time.
- k) A Billboard shall not exceed 5 m in height above an adjacent roadway or 10 m in height if the sign is facing the 401.

6.4.2 Ground Signs

No person shall Install, Alter, maintain a Ground Sign in conjunction with the uses listed in Column 1, below, unless the Sign complies with all other provisions of this By-law.

Table 6.4.2 – Regulation of Ground Signs					
Column 1	Column 2				
Land Use	Min. Lot Frontage	Number	Max. Sign Face Area	Max. Sign Height	Min. Street Line Setback
Property with a Residential Use – Address Sign (One Ground or Fascia(Wall) Sign per Property)	N/A	1 per Property	0.6m ²	1.3m	1.0m
Apartment and Institutional Zone (One Fascia(Wall) and One Ground Sign per entrance)	N/A	1 per entrance	3m ²	2.5m	1.0m

All Commercial Uses	Under 20m	1 per lot frontage	6m ² per Sign Face	3.5m	1.0m
All Commercial Uses	Over 20m to 30m	1 per lot frontage	9m ² per Sign Face	4.5m	1.0m
All Commercial Uses	Over 30m to 40m	1 per lot frontage	12m ² per Sign Face	5.5m	1.0m
All Commercial Uses	Over 40m to 50m	1 per lot frontage	15m ² per Sign Face	6.5m	1.0m
All Commercial Uses	Over 50m	1 per 50m of lot frontage	20m ² per Sign Face	7.5m	1.0m
Agricultural	Over 25m	1 per lot frontage	10m ² per Sign Face	7.5m	1.0m
All Industrial Uses with 30m or less of Lot Frontage	N/A	1 per lot frontage	10m ² per Sign Face	7.5m	1.0m
All Industrial Uses with 30m of Lot Frontage or more	N/A	1 per lot frontage	15m ² per Sign Face	7.5m	1.0m

- a) A Ground Sign must be located on private Property.
- b) Based on the formula in Table 6.4.2, no more than 2 (two) free standing Signs shall be located on a Property and such Signs must be located a minimum distance of 50m from each other or those located on an abutting Property.
- c) A Ground Sign must be located a minimum distance of 3m from an adjacent Property or driveway or exit.
- d) Every Illuminated Ground Sign shall be a minimum of 30m from any Residential Use.
- e) The maximum Sign Face Area for a Ground Sign that is double faced or multi-faced, shall be double the permitted area for one Sign Face.
- f) A Ground Sign that contains three Sign Faces, each Sign Face shall be attached to the adjacent Sign Face at an angle of no greater than ninety (90) degrees.
- g) Every Ground Sign that is greater than 2.5m in height shall only be internally illuminated.
- h) The Illumination of a Ground Sign must be in compliance with Section 6.1.
- i) Electronic Message Centres(Digital Signs) must comply with Section 6.3.
- j) A Ground Sign located in a commercial or industrial Zone shall Display the municipal address in numerals and letters that are a minimum of 15cm in height.

6.4.3 Fascia (Wall) Signs

No person shall Install, Alter, maintain a Fascia (Wall) Sign in conjunction with the uses listed in Column 1, below, unless the Sign complies with all other provisions of this By-law.

Table 6.4.3 – Regulation of Fascia (Wall) Signs	
Column 1	Column 2
Land Use	Fascia (Wall) Sign – Max. Sign Face Area
All Commercial, Industrial & Institutional Uses (except uses listed below)	20% of the external wall area per façade of that part of the building occupied by a business in connection with the Sign to a maximum of 20m ²

Retail store or restaurant accessory to a Gas Bar or Motor Vehicle service station	20% of a wall facing a Street Line or fuel pumps
Car Wash or service bay accessor to a Gas Bar or Motor Vehicle service station	15% of a wall with an entrance and 10% of a wall with an exit facing fuel pumps
Gas Bar Canopy accessory to a Gas Bar or Motor Vehicle service station	20% maximum canopy face
Individual Free Standing or Multi-Occupant Industrial Establishment	15% of the building face of the first storey for each occupancy

- a) A Fascia (Wall) Sign must be Installed on the building face of the business or office advertised, unless it is Installed in an area occupied by a business associated with the Sign and/or over a common entrance that leads to the business advertised.
- b) A Facia (Wall) Sign must be Installed a minimum distance of 1.0m from an adjacent Property.
- c) A Fascia (Wall) Sign may project a maximum of 0.5m from a building face and must provide a minimum clearance of 2.5m above the ground surface.
- d) A Facia (Wall) Sign must be Installed on the first Storey of a building face unless otherwise permitted by this By-law. This shall not apply to an enclosed shopping centre.
- e) A building of three (3) or more Storeys, located in a commercial zone, may Install one (1) non-Illuminated Fascia (Wall) Sign per Property on the top storey of the building. If this Section is utilized, then no other Signs are permitted to be located on any other Storey of the side of the building to which there is a Fascia (Wall) Sign on the top Storey.
- f) Roof structures as shown on architectural elevations are not included in the calculation. When the maximum Sign Face Area of a Fascia (Wall) Sign is related to the area of the building face, it shall be taken as that building face projected on a plane parallel to the Sign Face, or tangent thereto if the Sign Face is not flat. The Sign must be attached to the building face used to calculate the maximum Sign Face Area.
- e) Every Illuminated Fascia (Wall) Sign shall be a minimum of 30m from any Residential Use.
- f) An Illuminated Fascia (Wall) Sign may be internally or externally Illuminated.
- g) The Illumination of a Fascia (Wall) Sign must be in compliance with Section 6.1.
- h) Electronic Message Centres (Digital Signs) must comply with Section 6.3.
- i) A Fascia (Wall) Sign shall not be Installed in a manner that covers Heritage Attributes of the building or structure.
- j) Changeable Copy on a Fascia (Wall) Sign is prohibited.

6.4.4 Awning Signs

An Awning Sign shall be Installed, Altered and/or maintained in conjunction with the regulations below and all other provisions outlined in this By-law.

- a) An Awning Sign must be Installed on the building face of the business or office advertised, unless it is Installed in an area occupied by a business associated with the Sign and/or over a common entrance that leads to the business advertised.
- b) Awning Sign is restricted to the first story of a building or structure.
- c) An Awning Sign must be Installed a minimum of 0.5m from an adjacent Property.
- d) The minimum Awning Sign vertical clearance shall be:
 - i. 2.5m when projecting over an area intended for pedestrian traffic.
 - ii. 4.3m when within 1m of an area intended for vehicular traffic.
- e) The maximum Sign Face Area shall be calculated as 20% of the external wall area per facade of that part of the building occupied by a business in connection with the Sign to a maximum of 20m²

- f) Changeable Copy on an Awning Sign is prohibited.
- g) The maximum Sign Face Area of the Awning must not exceed 80% (eighty percent) of the Awning length.
- h) An Awning Sign may be externally Illuminated, internally Illuminated or non-Illuminated.
- i) Every Illuminated Awning Sign shall be a minimum of 30m from any Residential Use.
- j) The Illumination of an Awning Sign must be in compliance with Section 6.1.
- k) An Awning Sign shall not be Installed in a manner that covers Heritage Attributes of the building or structure.
- l) No Person shall Install or maintain an Awning Sign or portion thereof which projects over a Street or Road Allowance without first entering into an agreement with the Township, indemnifying the Township from and against all manner of claims for damage, loss, expense or otherwise, arising from the Installation, maintenance, removing or falling of such Sign or part thereof.

6.4.5 Projecting Signs

A Projecting Sign shall be Installed, Altered and/or maintained in conjunction with the regulations below and all other provisions outlined in this By-law:

- a) A Projecting Sign must be Installed on the building face of the business or office advertised.
- b) One Projecting Sign for each exterior ground floor entrance door of the business or office advertised is permitted.
- c) A Projecting Sign is restricted to the first story of a building or structure.
- d) A Projecting Sign must be Installed a minimum distance of 2.0m from an adjacent Property.
- e) The maximum Sign Face Area for a Projecting Sign is 2m².
- f) Changeable Copy on a Projecting Sign is prohibited.
- g) The minimum clearance above ground surface shall be 2.4m when projecting over an area intended for pedestrian traffic and 9m when projecting over an area intended for vehicular traffic.
- h) The maximum Projecting Sign projection over a Street Line is 2m.
- i) A Projecting Sign may be externally Illuminated, internally Illuminated or non-Illuminated.
- j) The Illumination of the Projecting Sign must be in compliance with Section 6.1.
- k) A Projecting Sign shall not be Installed in a manner that covers Heritage Attributes of the building or structure.
- l) No Person shall Install or maintain a Projecting Sign or portion thereof which projects over a Street or Road Allowance without first entering into an agreement with the Township, indemnifying the Township from and against all manner of claims for damage, loss, expense or otherwise, arising from the Installation, maintenance, removing or falling of such Sign or part thereof.

6.4.6 Menu and Pre-Menu Board Signs

No person shall Install, Alter, maintain a Menu Board or Pre-Menu Board in conjunction with the uses listed in Column 1, below, unless the Sign complies with all other provisions of this By-law.

Table 6.4.6 – Regulation of Menu & Pre-Menu Boards						
Column 1	Column 2					
	Permitted Sign Type & Specification					
	Number	Menu Board		Pre-Menu Board		
		Max. Sign Face Area	Max. Height	Number	Max. Sign Face Area	Max. Sign Height
Restaurant	1 per drive through lane	4.1m ²	3.0m	1 per drive through	2.0m ²	3.0m
Restaurant accessory to Gas Bar or Motor Vehicle Service Station	1 per drive through lane	2.0m ²	3.0m	Not permitted	N/A	N/A
Car Wash accessory to Gas Bar or Motor Vehicle Service Station	1 per Car Wash	2.0m ²	3.0m	Not permitted	N/A	N/A
Car Wash	1 per Car Wash	2.0m ²	3.0m	Not permitted	N/A	N/A

- a) A Menu or Pre-Menu Board must be Installed on private Property.
- b) A Menu or Pre-Menu Board must be Installed a minimum distance of 9.0m from a public Street Line.
- c) A Menu or Pre-Menu Board must be Installed a minimum of 3.0m from an adjacent Property. If the Sign Face is visible from a property with a Residential Use, then the minimum setback is 30m.
- d) Changeable Copy is permitted on a Menu or Pre-Menu Board.
- e) Electronic Message Centres(Digital Signs) must be in compliance with Section 6.3, with the exception that the Dwell Time shall be five (5) seconds and animation during transition is permitted.
- f) A Menu or Pre-Menu Board may be non-illuminated or internally Illuminated
- g) The Illumination of the Menu or Pre-Menu Board must be in compliance with Section 6.1.

6.4.7 Directional

A Directional Sign shall be Installed, Altered and/or maintained in conjunction with the regulations below and all other provisions outlined in this By-law:

- a) A Directional Sign must be Installed on private Property.
- b) One Directional Sign is permitted to be located at each entrance and/or exit to a Property from a Street.
- c) A Directional Sign must be located a minimum distance of 1.0m from a Street Line.
- d) The maximum Sign Face Area for a Directional Sign is 0.8m².
- e) The maximum height of a Directional Sign is 1.2m.
- f) A Directional Sign may be non-illuminated or internally Illuminated.

7.0 Regulations Respecting Size, Type & Location of Temporary Signs

The Sign types listed in Column 1 of the table below shall only be permitted on a property with a Residential Use or in a Zone indicated in Column 4. Column 3 of the table below indicates the section of this By-law applicable to each Sign Type listed.

In addition to other regulations of this By-law, the following regulations apply to residential, commercial, industrial, institutional, agricultural (including specialized zones) designated in the Zoning By-law:

RES	Residential Use
COM	Commercial (C, HC, AC) and Core Mixed Use (Central Business District – Aberfoyle and Morriston)
IND	Industrial (IND, EXI, DI)
INST	Institutional (I)
AGR	Agricultural (A, OS, NE)

Column 1	Column 2	Column 3	Column 4				
Sign Type	Requires Permit	Section	RES	COM	IND	INST	AGR
Garage Sale	No	7.1.1	✓				✓
Temporary Personal	No	7.1.2	✓			✓	✓
Temporary Business Sign	No	7.1.3	✓	✓	✓	✓	✓
Real Estate Sign on Private Property	No	7.1.4	✓	✓	✓	✓	✓
Real Estate Directional, Open House/Model Home	Yes	7.1.5	✓				
Seasonal Farm Product Sign	No	7.1.6					✓
A-Frame or T-Frame Sign	Yes	7.1.7		✓	✓	✓	✓
Window Sign	No	7.1.8		✓	✓	✓	
Mobile Sign	Yes	7.1.9		✓	✓	✓	
Feather Banner Sign	Yes	7.1.10		✓	✓	✓	
Development Sign and Hoarding Sign	Yes	7.1.11	✓				
Home Occupation Sign	Yes	7.1.12	✓				✓
Community Event Sign	Yes	7.1.13	✓	✓	✓	✓	✓
Community Event Directional Sign	No	7.1.14	✓	✓	✓	✓	✓
Wall Banner Sign	Yes	7.1.15		✓	✓	✓	

7.1 Temporary Signs by Land Use

7.1.1 Garage Sale Sign

A Garage Sale Sign is temporary Signs that **does not** require a Sign Permit but must be Installed as follows:

- a) In a residential Zone or agricultural Zone.

- b) No earlier than 5:00PM two (2) days immediately before the garage sale and shall be removed by 7:00AM on the day immediately following the garage sale.
- c) Not exceeding 1m² in Sign Area.
- d) No more than one Garage Sale Sign located on or in front of the Property and two (2) off-site locations.
- e) May be located on the untraveled portion of the Street or Road Allowance, in a manner that does not create a traffic hazard.
- f) Not Illuminated.

7.1.2 Temporary Personal Sign

A Temporary Personal Sign is a temporary Sign that **does not** require a Sign Permit but must be Installed as follows:

- a) Only on private Property with a Residential Use or in an institutional or agricultural Zone.
- b) No more than three (3) consecutive days.
- c) No more than one Temporary Personal Sign per Property at the same time;
- d) Not permanently constructed or affixed to any structure.
- e) Not exceeding 3.7m² per face on a Sign board, and a height of not greater than 1.5m in height.
- f) Set back 1.0m from Street Line and/or an adjacent Property.
- g) Not Illuminated.

7.1.2 Temporary Personal Sign

A Temporary Personal Sign is a temporary Sign that **does not** require a Sign Permit but must be Installed as follows:

- a) Only on private Property with a Residential Use or in an institutional or agricultural Zone.
- b) No more than three (3) consecutive days.
- c) No more than one Temporary Personal Sign per Property at the same time;
- d) Not permanently constructed or affixed to any structure.
- e) Not exceeding 3.7m² per face on a Sign board, and a height of not greater than 1.5m in height.
- f) Set back 1.0m from Street Line and/or an adjacent Property.
- g) Not Illuminated.

7.1.3 Temporary Business Sign

A Temporary Business sign is a temporary Sign that **does not** require a Sign Permit but must be Installed as follows:

- a) Only on private Property, in any Zone.
- b) Not more than two (2) days before work begins and not more than five (5) days after completion of work on the property is completed.
- c) One (1) sign with a sign face not exceeding 0.8m² if Installed on a Property with a Residential Use and not exceeding 4.4m² if Installed on a Property in any other Zone.
- d) Set back 1.0m from Street Line and/or an adjacent Property.
- e) Not Illuminated.

7.1.4 Real Estate Sign

A Real Estate Sign is a temporary Sign that **does not** require a Sign Permit but must be Installed as follows:

- f) Only on private Property, in any Zone.
- g) Not more than five (5) days before offers can be made and not more than thirty (30) days after the acceptance of a firm offer to purchase, lease, or rent of the Property.
- h) One (1) sign not exceeding 0.8m² if Installed on a Property with a Residential Use and not exceeding 4.4m² if Installed on a Property in any other Zone.
- i) Set back 1.0m from Street Line and/or an adjacent Property.
- j) Not Illuminated.

7.1.5 Real Estate Directional Sign, Open House or Model Home Sign

A Sign directing traffic to a to a property listed for sale, lease or rent, or a Sign advertising an open house or model home are temporary signs that **require a Sign Permit**, and must be Installed as follows:

- a) In any Zone;
- b) Not more than thirty (30) days after the acceptance of a firm offer to purchase, lease, or rent of the Property;
- c) Not more than five (5) days prior to the open house and must be removed six (6) hours after the event.
- d) Not before 4:00PM on a Friday preceding the opening of a weekend model home sales centre and shall be removed no later than 10:00AM the following Monday.
- e) Not exceeding 0.5m² per Sign Face and a maximum height of 1.0m in height;
- f) No more than one (1) Real Estate Directional Sign (for each property being advertised) is permitted off-site
- g) No more than one (1) Sign located on or in front of the open house or model home Property and no more than eight (8) off-site locations.
- h) No less than 3.0m between the Real Estate Directional Sign, open house or model home Sign and any other Sign.
- i) Not Illuminated.
- j) Any Person that Installs, Displays or owns a Real Estate Directional Sign, open house or model home Sign that is located on a Street or Road Allowance shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on a Street or Road Allowance.

7.1.6 Seasonal Farm Product Sign

Seasonal Farm Product Signs are temporary Sign that **does not** require a Sign Permit, but must be Installed as follows:

- a) On private Property, in an agricultural Zone.
- b) Displayed only when product is for sale.
- c) Not greater than 1.0m² in size.
- d) No more than one (1) Sign on or in front of the Property on which the product is sold and two (2) off site locations.
- e) A setback from the Street Line of at least 1.0m.
- f) Not Illuminated.

7.1.7 A-Frame or T-Frame Sign

A-Frame and T-Frame Signs are Temporary Signs that **require a Sign Permit**, and must be installed as follows:

- a) In a commercial, industrial or institutional Zone.
- b) Must be removed when the business is closed or when it may interfere with snow removal; sidewalk maintenance or when weather conditions have the potential to move the Sign.
- c) A maximum Sign Face Areas and any sign face shall not exceed 0.56m².
- d) A-Frame or T-Frame Sign shall be no more than 1.0m in height.

- e) Maximum of one (1) A-Frame or T-Frame Sign for every sidewalk Street frontage.
- f) A-Frame or T-Frame Sign shall be located:
 - i. In front of the business which the Sign is advertising;
 - ii. Within 2.0m of the building;
 - iii. Within 3.0m of an adjacent Property line or driveway entrance;
 - iv. In a manner so that at least 2.0m width of the sidewalk/walkway remains unencumbered.
- g) No A-Frame or T-Frame Sign shall be Installed on unlevel ground.
- h) Not Illuminated.
- i) Any Person that Displays on A-Frame or T-Frame on a Street or Road Allowance shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on a Street or Road Allowance.

7.1.8 Window Sign

Window Signs are temporary Sign that **do not** require a Permit and must be Installed as follows:

- a) In a commercial, industrial or institutional Zone.
- b) Window Signs may cover a combined maximum of 50% of the window or faux window area located on the building face of the ground floor of the business being advertised.
- c) Not Illuminated.
- d) One electronic, illuminated open/closed Sign with a maximum Sign Face Area of 0.4m² is permitted to be located on a first-floor window, is permitted.

7.1.9 Mobile Sign

Mobile Signs are temporary Signs, that **require a Sign Permit**, and must be Installed as follows:

- a) On private Property, in a commercial, industrial or institutional Zone.
- b) Maximum Display period per Mobile Sign Permit is thirty (30) days.
- c) Maximum Display period to advertise the opening of a new business location may be ninety (90) days per Mobile Sign Permit.
- d) Maximum number of Mobile Sign Permits issued per location in one (1) calendar year shall be one (1).
- e) Maximum Sign Face Area shall be 4.4m² and 1.8m in height.
- f) Maximum of one (1) Mobile Sign for every Property at one time.
- g) Maximum size of letters used on a Mobile Sign shall be 0.5m in height.
- h) No Mobile Sign shall be located or permitted to be located within:
 - i. 1.0m of the Street Line;
 - ii. 3.0m of an Property Line;
 - iii. the Sight Triangle or Driver Visibility Triangle;
 - iv. 15m of any Traffic Control Device.
- i) No Mobile Sign shall be Installed on unlevel ground.
- j) A Mobile Sign may be Illuminated in accordance with Section 6.1 of this By-law.
- k) A Mobile Sign shall not incorporate features of an Electronic Message Centre(Digital Sign);
- l) A Sign Permit application for a Mobile Sign shall be accompanied by a letter from the property Owner or their authorized agent confirming knowledge of, and agreement with, application.

7.1.10 Feather Banner Sign

Feather Banner Signs are Temporary Signs that **require a Sign Permit** and must be Installed as follows:

- a) In a commercial, industrial or institutional Zone.

- b) Maximum Sign Face Area shall be 2.3m².
- c) Feather Banner Sign shall be no more than 0.76m wide and 3.0m in height.
- d) Maximum of one (1) Feather Banner Sign for every 25m of frontage to a maximum of four (4) per Property.
- e) No Feather Banner Sign shall be located or permitted to be located within:
 - i. In such a way that it impedes a drivers visibility or sightlines;;
 - ii. 3.0m of an adjacent Property line or driveway entrance;
 - iii. 15m of the intersection of any two Street Lines or frontages;
 - iv. 15m from any Traffic Control Device.
- f) No Feather Banner Sign shall be Installed on unlevel ground.
- g) Any Person that Displays a Feather Banner on a Street or Road Allowance shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on a Street or Road Allowance.

7.1.11 Development Sign and Hoarding Sign

Development and Hoarding Signs are temporary Signs that **require a Sign Permit** and must be Installed as follows:

- a) Only on private Property, in any Zone.
- b) All Development and Hoarding Signs shall be removed from the Property within sixty (60) days of the first unit occupancy on the lot.
- c) Development Sign shall be no more than 12m² in Sign Face Area and maximum height of 7.5m.
- d) Development Sign shall have a minimum 13m setback from any Street Line and be located a minimum distance of 3.0m from an adjacent Property or driveway or exit.
- e) Hoarding Sign shall have a maximum height of 2.0m or maximum height of the fencing, whichever is less.
- f) No more than one (1) Development Sign for every 150m of frontage on the development Property being advertised.
- g) No more than one (1) Hoarding Sign on the development Property being advertised.
- h) No Sign shall be located on any lands to be conveyed to the Township or which may form a part of a Street or Road Allowance.
- i) The Development or Hoarding Sign Copy Area shall identify:
 - i. The project name;
 - ii. Name and contact information for the developer(s) and/or builders; and
 - iii. Such other information as required by the conditions of draft approval of the development.
- j) The Development Sign must be a Ground Sign.
- k) Not Illuminated.

7.1.12 Home Occupation Sign

A Home Occupation Sign is a temporary Sign that **requires a Sign Permit** and must be Installed as follows:

- a) Only on private Property on a Property with a Residential Use.
- b) Not exceeding 1m² in Sign Area and 1.2m in height.
- c) Maximum one (1) Sign per Property.
- d) Shall be setback at least 1.0m from the Street Line.
- e) Shall be located no higher than the first Storey in the case of a Window or Fascia(Wall) Sign.
- f) Shall be a Ground, Window or Fascia(Wall) Sign.

- g) Not Illuminated.

7.1.13 Community Event Sign

Community Event Signs are temporary Signs advertising an event sponsored or held by a Non-Profit Organization, **require a Sign Permit**. The Sign Permit Fee is waived for events identified as an Annual Community Event in Schedule "A" forming a part of this By-law.

Community Event Signs are temporary signs advertising an event sponsored or held by a Non-Profit Organization and must be Installed as follows:

- a) In any Zone.
- b) Not more than three (3) weeks prior to the event and must be removed as soon as possible after the day of the event.
- c) Sign shall not exceed 1.2m by 2.4m in size.
- d) May be located on private Property or on a Road Allowance.
- e) Signs located on a Road Allowance will be Installed in locations approved by the Director of Public Works.
- f) Signs shall be professionally designed and approved by the Sign Administrator prior to installation.
- g) Signs shall be a Ground Sign and Installed to the satisfaction of the Chief Building Official.
- h) Not Illuminated.
- i) Any Person that Installs, Displays or owns a Sign that is located on Township Property shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on Township Property.

7.1.14 Community Event Directional Sign

Community Event Directional Signs are temporary Signs that **require a Sign Permit**. The Sign Permit Fee is waived for events identified as an Annual Community Event in Schedule "A" forming a part of this By-law.

Community Event Directional Signs are temporary Signs advertising an event sponsored or held by a Non-Profit Organization, and must be Installed as follows:

- a) In any Zone.
- b) Not more than seven (7) days prior to the event and must be removed by 11:59PM on the day of the event.
- c) Not exceeding 0.5m² per Sign Face and a maximum height of 1.0m in height;
- d) No less than 3.0m between the directional Signs and any other Sign.
- e) May be located on private Property or on a Road Allowance.
- f) Signs located on a Road Allowance will be Installed in locations approved by the Director of Public Works.
- g) Not Illuminated.
- h) Any Person that Installs, Displays or owns a Sign that is located on Township Property shall have liability insurance in the amount of at least two million dollars (\$2,000,000) with the Township named as an additional insured and shall ensure that such insurance remains in effect as long as the Sign is placed on Township Property.

7.1.15 Wall Banner Sign

Wall Banner Signs are Temporary Signs that **require a Sign Permit** and must be Installed as follows:

- a) On private Property, in a commercial, industrial or institutional Zone.
- b) Maximum Display period per Wall Banner Sign Permit is thirty (30) days.

- c) Maximum Display period to advertise the opening of a new business location may be ninety (90) days per Wall Banner Sign Permit.
- d) Maximum number of Wall Banner Sign Permits issued per location in one (1) calendar year shall be one (1).
- e) Maximum Sign Face Area shall be 4.9m².
- f) Minimum height above ground shall be 2.4m.
- g) Restricted to the façade area of the part of the building occupied by the business being advertised.
- h) Not Illuminated.

8.0 Enforcement

- 8.1 This By-law may be enforced by Officers and/or the Clerk and Chief Building Official, and their designates. Without limiting/restricting any other power, duty or function granted by this By-law, Officers and/or the Clerk and Chief Building Official, and their designates may: give direction, issue an Order to discontinue or to perform work and further give verbal or written direction and may enter Property and/or carry out and direct whatever inspection, are reasonably required to determine compliance with this By-law.
- 8.2 An Order may include but is not limited to:
- a) Immediately desist from the activity constituting or contributing to such contravention; and
 - b) Take immediate action to mitigate and/or remediate the impacts of the activity.
- 8.3 Officers and the Designated Official may, at any reasonable time:
- a) Enter and inspect Property 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;
 - b) Enter the Property to collect information, take photographs, videos, or measurements, readings and samples;
 - c) Require the production of copies of reports, manifests, or other documents for the purpose of auditing any Sign or compliance with the conditions of a Permit, agreement or Order; and
 - d) 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.
- 8.4 Where an Officer has reasonable grounds to believe that an offence has been committed by a Person, the Officer may require the name, address, and proof of identity of that Person, and the Person shall supply the required information.
- 8.5 No Person shall:
- a) Hinder or obstruct or attempt to obstruct the Designated Official, Officer, or person in the discharge of duties under this By-law as required by the Designated Official or Officer in order to bring a Sign into compliance with this By-law or an Order issued under this By-law;
 - b) Provide false information in any statement, whether orally, in writing or otherwise, made to an Officer or the Designated Official;
 - c) Hinder or obstruct, or attempt to hinder or obstruct, any Officer or Designated Official who is exercising a power or performing a duty under this By-law;
 - d) Fail to obey an Order issued under this By-law.
- 8.6 Where any Sign is Installed, Displayed, Altered, repaired or maintained, the Owner of the Property is presumed to have undertaken, caused, or permitted the Sign to be Installed, Displayed, Altered, repaired or maintained, which presumption may be rebutted by evidence to the contrary on a balance of probabilities.

- 8.7 If an Officer or the Designated Official is satisfied that a person has Installed, Displayed, Altered, repaired or maintained any Sign in contravention of the provisions of this By-law, the Conditions of a Permit, and/or an agreement pursuant to this By-law, the Officer may issue an Order requiring work to be done to correct the contravention.
- 8.8 Orders issued shall contain the municipal address and/or the legal description of the Property, and shall set out:
- a) Reasonable particulars of the contravention, the work to be done, any work or action required to cease or be undertaken to rectify the contravention, and the period within which there must be compliance with the Order; and
 - b) Notification that if the work or action is not done, or ceased, as the case may be, in compliance with the Order within the period specified, the Township may have the work done at the expense of the Owner and seek penalties as outlined in this By-law.

9.0 Service of Documents

- 9.1 Service of any document, including an Order, under this By-law shall be serviced as follows:
- a) Personally, or by prepaid registered mail to the last known address of the Owner, the Permit Holder and any other Person to whom the Order is issued;
or
 - b) If the Township is unable to effect service on the Owner, a placard containing the terms of the Order may be placed in a conspicuous place on the Property and the placing of the placard shall be deemed to be service of the Order;
 - c) In addition to 9.1(a) and/or (b), service of any document may be given by email to the last known email address of the Owner, the Permit Holder and any other Person to whom the Order is issued.
- 9.2 If an Order is served on a Person by registered mail, it shall be deemed to have been served on the Person on the fifth (5th) day after the mailing of the Order, which deemed service may be rebutted by the Person proving, on a balance of probabilities, that they did not receive the Order.

An Order may also be issued to a new Owner in any case where ownership of the Property has changed but the offence continues or remains.

10.0 Recovery of Costs

- 10.1 If a Person fails to do a matter or thing, including comply with an Order under this By-law, as directed or required by this By-law, the Township may, in default of it being done by the Person directed or required to do it, do the matter or thing at the Person's expense, and may enter upon the Property at any reasonable time for this purpose.
- 10.2 The Township may recover all costs associated with doing the matter or thing, including administrative fees, by action or it may collect them in a like manner as municipal taxes.
- 10.3 The Township may recover its costs of remedying a violation of this By-law by invoicing the Owner, by instituting court proceedings or by adding the cost, including interest, to the tax roll, and the exercise of any other available remedy.
- 10.4 The Township has priority lien status in accordance with Section 1(3) of the Act on the Property for the amount spent to do the work (and administrative fees).

11.0 Penalty and Offence

- 11.1 (1) Every Person who contravenes any provision of this By-law and every director or officer of a corporation who concurs in such contravention by the corporation, is guilty of an offence and is liable to a fine, and such other

penalties, as provided for in the Provincial Offences Act, R.S.O. 1990, c.P.33, as it may be amended from time to time.

(2) If an Order has been issued under this By-law, and the Order has not been complied with, the contravention of the Order shall be deemed to be a continuing offence for each day or part of a day that the Order is not complied with.

11.2 Every Person who is guilty of a non-continuing offence under this By-law shall be subject to the following penalties:

- a) Upon a first conviction under this By-law, to a fine not less than \$500.00 and not more than \$50,000.00 per offence;
- b) Upon a second offence or each subsequent offence, to a fine not less than \$500.00 and not more than \$100,000.00.

11.3 Every Person who is guilty of a continuing offence under this By-law shall upon conviction be subject to a fine of not less than \$500.00 and not more than \$10,000 for each day or each part of a day that the offence continues up to a maximum of \$100,000 per continuing offence.

11.4 Upon conviction, any penalty imposed under this By-law shall be collected under the authority of the Provincial Offences Act, R.S.O. 1990, c.P.33, as amended.

11.5 When a Person is convicted of an offence under this By-law, the Ontario Court of Justice or any court of competent jurisdiction thereafter may, in addition to any other penalty or remedy imposed on the Person convicted, make an Order:

- a) prohibiting the continuation or repetition of the offence by the Person convicted; and/or
- b) requiring the Person convicted to undertake to achieve compliance with this By-law within such reasonable time as the Court Orders.

12.0 Schedules

Schedule "A" - Annual Community Events

Schedule "B" – Determination of Fees

Schedule "C" - Short Form Wording and Set Fines (attached hereto does not form part of this By-law)

13.0 Effective Dates and Repeal of Predecessor By-law

13.1 This By-law Repeals By-laws 9/91, 49/14, 21/18 and 021-2022.

13.2 This By-law shall come into force and effect upon its passage, at which time By-law 9/91, 021-2022 and all amendments thereto shall hereby be repealed.

READ A FIRST, SECOND AND THIRD AND FINALLY PASSED THIS 9 OF OCTOBER, 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

SCHEDULE "A"
BY-LAW 062-2024
TOWNSHIP OF PUSLINCH

ANNUAL COMMUNITY EVENTS

1. Fall Fair
2. Santa Claus Parade
3. Canada Day
4. Family Day
5. Remembrance Day

SCHEDULE "B"
BY-LAW 062-2024
TOWNSHIP OF PUSLINCH
DETERMINATION OF FEES

Type of Revenue/User	Unit/Decr	2024/2025 Rate	Comments
Sign Permit	See User Fees and Charges By-law	See User Fees and Charges By-law	With building permit.
Temporary Sign Permit	Flat Fee	\$110.00	Signs requiring a permit in accordance with Section 7. 4.4
Sign Variance (Staff Approval)*	Administrative	\$200.00	In accordance with section 4.4.1
Sign Variance (Council Approval)*	Administrative	\$1,247.50	In accordance with section 4.4.2
Sign Refusal Appeal (Council Approval)*	Administrative	\$1047.50	In accordance with section 4.4.3

*Subject to disbursements and third part consultant fees including legal reviews for the processing of the application/appeal.

SCHEDULE "C"

TOWNSHIP OF PUSLINCH

PART 1 PROVINCIAL OFFENCES ACT – BY-LAW 062-2024: SIGN BY-LAW

Being a By-law to Regulate the Installation, Display, Alteration, repair, maintenance and removal of Signs

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provisions Creating or Defining Offence	COLUMN 3 Set Fine
PROHIBITIONS			
1	Install, Display or Alter, or repair a Sign without a Permit	5.1(d)	\$500.00
2	Install, Display or Alter, or repair a Sign except in accordance with approved plans and drawings	5.1(e)	\$500.00
3	Fail to dim or turn off an Illuminated Sign within 30m of a Residential Use between Sunrise and Sunset	5.1(r)	\$300.00
4	Fail to maintain a Sign in a proper state of repair	5.1(t)	\$300.00
ENFORCEMENT			
5	Hinder or obstruct, or attempt to hinder or obstruct an Officer	8.5(a)	\$900.00
6	Failure to comply with an Order issued under this By-law	8.5(d)	\$700.00

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 063-2024

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 October 09, 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 OCTOBER 9, 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 9 DAY OF OCTOBER, 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk