



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
APRIL 10, 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 ADDEUNDUM

DATE: Wednesday April 10, 2024

CLOSED MEETING: Directly following Section 13 Announcements

REGULAR MEETING: 10:00 A.M.

Addendum

9.1.1 Deferred to future Council Meeting - Report FIR-2024-003 - The Canadian Red Cross Society Training Partnership Agreement≠

10.4 ERO Posting 019-8428 CBM Aggregates≠

12.1.2 Deferred to future Council Meeting - BL2024-033 – To Authorize Entering into a Training Partnership Agreement with the Canadian Red Cross Society

≠ Denotes resolution prepared

- 1. Call the Meeting to Order**
- 2. Roll Call**
- 3. Moment of Reflection**



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4. **Confirmation of the Agenda ≠**
5. **Disclosure of Pecuniary Interest & the General Nature Thereof**
6. **Consent Agenda ≠**
 - 6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings:
 - 6.1.1 March 20, 2024 Council Meeting Minutes
 - 6.1.2 February 13, 2024 Committee of Adjustment Meeting Minutes
 - 6.1.3 February 13, 2024 Planning and Development Advisory Committee Meeting Minutes
 - 6.2 Heritage Advisory Committee Resolution 2024-017 Regarding Report HER-2024-009 Designating Properties Delisted from Heritage Register on January 1, 2025
 - 6.3 Grand River Conservation Authority Summary of the General Membership Meeting – March 22, 2024
 - 6.4 Grand River Conservation Authority Legislative and Regulatory Changes Affecting GRCA Development Permitting – Effective April 1, 2024
 - 6.5 Hamilton Conservation Authority Legislative and Regulatory Changes Affecting HCA's Development Permitting - Effective April 1, 2024
 - 6.6 Town of Bracebridge Resolution of Support for New Provincial-Municipal Fiscal Framework
 - 6.7 Letter from Ministry of Transportation regarding Licence Plate Renewal
 - 6.8 Letter from MPP Ted Arnott in Support of Township of Puslinch Resolution 2024-072, Bill 165 Keeping Energy Costs Down, 2024
 - 6.9 Letter from Fondation Émergence Requesting Support for International Day Against Homophobia and Transphobia (May 17)
 - 6.10 Town of Aurora Resolution regarding Amenity Sharing Memorandum of Understanding with School Boards for Evening and Weekend Gym Use
 - 6.11 Letter from Ministry of Environment, Conservation and Parks regarding Comprehensive Environmental Assessment Projects Regulation and other Regulations
 - 6.12 Loyalist Township Resolution regarding Budgetary Pressure Relating to Infrastructure Development, Maintenance and Repairs
 - 6.13 Town of Cobourg Council Resolution to Request an Amendment of Subsection 27(16) of the Ontario Heritage Act
 - 6.14 Township of Amaranth Resolution regarding Operational Budget Funding
 - 6.15 AMO Policy Update – 2024 Ontario Budget and National Housing Strategy Funding
 - 6.16 Former Senior Managers of Public Health Ontario - Letter of Concern regarding Closure of Regional PHO Lab



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- 6.17 Town of Whitby Resolution regarding Ontario Energy Board's Decision to end the Gas Pipeline Subsidy
 - 6.18 Township of Adelaide Metcalfe Resolution regarding Request to Increase Tile Drain Loan Limit
 - 6.19 Township of Clearview Resolution regarding Endorsement of Bill C-63, The online Harms Act currently in front of Parliament
 - 6.20 Township of Shelburn Resolution to Eradicate All Forms of Racism, Especially Islamophobia and Antisemitism
 - 6.21 Conservation Halton report regarding Advancing Natural Asset Management Practices in the Grindstone Creek Watershed
 - 6.22 Chartered Professional Accountants Canada report regarding Valuing natural capital - is it on your radar
7. **Delegations ≠**
- 7.1 Specific Interest (Items Listed on the Meeting Agenda)
 - 7.1.1 None
 - 7.2 General Interest (Items Listed on the Meeting Agenda)
 - 7.2.1 None
8. **Public Meetings**
- 8.1 April 11, 2024 Heritage Designation Process Open House located at 23 Brock Road South at 7:00 p.m.
9. **Reports ≠**
- 9.1 **Puslinch Fire and Rescue Services**
 - 9.1.1 Deferred to future Council Meeting - Report FIR-2024-003 - The Canadian Red Cross Society Training Partnership Agreement≠ (Not circulated)
 - 9.2 **Finance Department**
 - 9.2.1 Report FIN-2024-008 – Temporary Borrowing By-law≠
 - 9.3 **Administration Department**
 - 9.3.1 Report ADM-2024-020 Repeal and Replace of Township Noise By-law≠
 - 9.3.2 Report ADM-2024-021 2024 Corporate Work Plan≠
 - 9.3.3 Report ADM-2024-022 Heritage Advisory Committee 2022-2026 Goals and Objectives Update≠
 - 9.3.4 Report ADM-2024-023 Launch of Puslinch Community Guide & Business directory and associated programs≠



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9.3.5 Report ADM-2024-024 Repeal and Replace Township Sign By-law First Reading≠

9.4 Planning and Building Department

9.4.1 None

9.5 Roads and Parks Department

9.5.1 None

9.6 Recreation Department

9.6.1 Report REC-2024-001 – Roller Skating at the ORC Final Pilot Program Results≠

9.6.2 Report REC-2024-002 – Concession Stand at Old Morriston Baseball Diamond≠

10. Correspondence ≠

10.1 2023 Puslinch Pit Expansion (625710) Ground Water Monitoring Report and Peer Review≠

10.2 Ausable Bayfield Maitland Valley Source Protection Committee recommendation regarding Phase Out of Free Well Water Testing≠

10.3 County of Wellington Committee Report regarding 2023 Residential Development Monitoring≠

10.4 ERO Posting 019-8428 CBM Aggregates≠

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 BL2024-032 - Temporary Borrowing By-law 2024

12.1.2 Deferred to future Council Meeting - BL2024-033 – To Authorize Entering into a Training Partnership Agreement with the Canadian Red Cross Society

12.1.3 BLBL6001-24 Township Noise By-law

13. Announcements

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

14.1 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – Senior of the Year Nominations

14.2 Confidential minutes from previous closed meetings:



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- 14.2.1 January 10, 2024 First Closed Meeting Minutes
- 14.2.2 January 17, 2024 First Closed Meeting Minutes
- 14.2.3 January 24, 2024 First Closed Meeting Minutes
- 14.2.4 February 7, 2024 First Closed Meeting Minutes
- 14.2.5 February 20, 2024 First Closed Meeting Minutes
- 14.2.6 February 28, 2024 First Closed Meeting Minutes
- 14.2.7 March 20, 2024 First Closed Meeting Minutes

- 15. **Business Arising from Closed Session**
- 16. **Notice of Motion**
- 17. **New Business**
- 18. **Confirmatory By-law #**
 - 18.1 BL2024-034 Confirm By-law – April 10, 2024#
- 19. **Adjournment #**



MINUTES

DATE: March 20, 2024

CLOSED MEETING: 12:45 P.M.

COUNCIL MEETING: 10:00 A.M.

The March 20, 2024 Council Meeting was held on the above date and called to order at 10:00 a.m. via electronic participation and in-person at 7404 wellington Rd 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

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

STAFF IN ATTENDANCE:

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

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-084:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council approves the March 20, 2024 Agenda and Addendum as circulated; and

That Council approves the addition to the agenda as follows:

Consent Item 6.1.4 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the March 20, 2024 Council agenda; and

That Council approve the change to the order of business as follows:

Advance the reading of By-law 2024-030 Being a By-law to Appoint Jamie MacNeil as Fire Chief to 12:00 P.M.; and

Defer the written Delegation by Paul and Jamie Kreutzwiser regarding 9.3.2 Designation Objection for property at 4492 Watson Rd S to be consider with item 9.3.2.

CARRIED

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

Councillor Sepulis declared a potential pecuniary interest related to item 9.3.6 as I live on SR20N and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on SR20N identified as 4631 Sideroad 20 N in the above noted Council Report. The report recommends adding this property to the study area for the Regionally Significant Economic Development Study. I also have previously declared a

pecuniary interest in this Study as it includes all properties on the east side of SR20N from WR34 to Forestell Road. Any development of the above mentioned properties may have an impact on the value of my property. Accordingly I cannot participate in any discussions or decisions regarding the motion “That Council requests the proposed Bill 162 legislation include the following previous Provincial modification:

1. The addition of the lands 4631 Sideroad 20 N to the Regionally Significant Economic Development Study Area”.

6. CONSENT AGENDA

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

- 6.1.1 February 28, 2024 Council Meeting Minutes
- 6.1.2 January 16, 2024 Heritage Advisory Committee Minutes
- 6.1.3 February 5, 2024 Youth Advisory Committee Minutes
- 6.1.3 March 20, 2024 Council questions and Staff Responses

- 6.2 Grand River Conservation Authority Annual General Meeting Summary
- 6.3 Grand River Conservation Authority 2024 Budget Package
- 6.4 Grand River Conservation Authority Summary of Municipal Apportionment
- 6.5 Conservation Halton Memo regarding Legislative and Regulatory Changes Affecting Conservation Halton’s Development
- 6.6 Conservation Halton Memo regarding Legislative and Regulatory Changes Affecting Conservation Halton’s Development
- 6.7 Ministry of Natural Resources and Forestry Thank you letter regarding Top Aggregate Producing Municipalities of Ontario ROMA Delegation
- 6.8 Letter from MPP Ted Arnott regarding support for Township of Puslinch Resolution 2024-037
- 6.9 Municipality of St Charles support resolution regarding Provincial Consideration for Amendments to the Residential Tenancies Act
- 6.10 Town of Lincoln support resolution regarding need for increased funding for libraries and museums
- 6.11 Municipality of Brighton support resolution regarding regulatory framework for ridesharing services
- 6.12 City of Clarence-Rockland support resolution regarding 9-8-8 National suicide and crisis hotline
- 6.13 City of Quinte West support resolution regarding Housing Enabling Water Systems Fund
- 6.14 Prince Edward County regarding review of Ontario Works and Ontario Disability Support Program
- 6.15 Town of Grimsby support resolution regarding Ontario Works and Ontario Disability Support Program
- 6.16 Municipality of Chatham-Kent support resolution regarding amendment to Blue Box Regulation
- 6.17 Township of Perry support resolution regarding amendment to Blue Box Regulation
- 6.18 Township of Amaranth support resolution regarding Province of Ontario pause advancement on proposed highway 413
- 6.19 City of Stratford support resolution regarding declaring Road Safety Emergency
- 6.20 County of Lambton support resolution regarding increasing the Ontario Community Infrastructure Fund
- 6.21 Municipality of St. Charles support resolution regarding Unnecessary Noise Engine Brakes
- 6.22 Town of Aurora support resolution regarding Council Committee Meeting Structure under Strong Mayors Powers
- 6.23 Hamilton Conservation Authority letter regarding Transition Period Final Report and Final Inventory of Programs and Services
- 6.24 Ministry of Natural Resources and Forestry letter regarding Regulation of Development for the Protection of People and Property from Natural Hazards in Ontario
- 6.25 Marjorie Clark letter regarding the Edward Lake Farm
- 6.26 Conservation Halton correspondence regarding Watershed Climate Resiliency Plan Engagement Session

Resolution No. 2024-085:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That the Consent Agenda with the exception of 6.1.1 items listed for MARCH 20, 2024 Council meeting be received for information

CARRIED

Resolution No. 2024-086:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda with the exception of 6.1.1 items listed for MARCH 20, 2024 Council meeting be received for information; and



That Council direct staff to forward Council Resolution 2024-069 to the MTO requesting a meeting to discuss the Morriston Streetscaping project and the potential for lighting at Concession 1.

CARRIED

7. DELEGATIONS:

7.1 Specific Interest (Items Listed on the Meeting Agenda)

7.1.1 **10:30 AM** Written Delegation by Paul and Jamie Kreutzwiser regarding 9.3.2 Designation Objection for property at 4492 Watson Rd S ≠

Resolution No. 2024-087: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council receives the Delegation Paul and Jamie Kreutzwiser regarding 9.3.2 Designation Objection for property at 4492 Watson Rd S for information.

CARRIED

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

7.1.2 **10:05 A.M.** Delegation by Bruce Taylor regarding:

- Drowning. The dangers and warnings from six experts on the potential for a child drowning in the drainage ditches: Canadian Paediatric Society, Lifesaving Society Ontario, Canadian Child Care Federation, Parachute (Research Group), Jim Sanders, Playchek; and the Centers for Disease Control and Preventions (CDC);
- Hedges or Barriers. The dangers and warnings from three experts with regard to any hedge being planted on the sides of the playground area: Jim Sanders, Playchek; John Howard, Horticulturist; and Lifesaving Society Ontario;
- Drainage. Conveyance of flow versus infiltration in the drainage ditches as referred to in the GM BluePlan Engineering Ltd "Technical Memo:" "Boreham Drive Park Stormwater Management Pond Alteration Options, "October 16, 2023; and
- Permitted and Not Permitted Sign. Community suggestions for what to include in words and symbols on a sign showing what is permitted, and what is not permitted in the park. This sign is a separate sign from the large blue "Boreham Park Puslinch" sign at the entrance. It is what exists in other parks, for example, in our neighbouring municipalities of Guelph, Milton, and Halton Hills, but does not exist in Boreham Park. Examples include: Respect other users; No excessive noise; No open fires or fireworks; etc. Other parks also include an emergency number, an inquiries number, and the emergency address.

Resolution No. 2024-088: Moved by Councillor Goyda and
Seconded by Councillor Hurst

That Council receives the Delegation by Bruce Taylor for information.

CARRIED

Resolution No. 2024-089: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council direct staff to report back with the costing to conduct a safety study of the area surrounding the Boreham playground.

CARRIED

7.1.3 **10:15 A.M.** Delegation by Cameron Tuck and Kiran Johal regarding Puslinch Minor Baseball Club

- Bull Pens at Old Morriston Baseball Diamond;
- Concession Stand at Old Morriston Baseball Diamond;
- League Diamond Rental Space and Rental Preference;
- Morriston Meadows Small Diamond; and,
- Temporary Mobile Sign at Puslinch Community Centre.



Resolution No. 2024-090:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receives the Delegation by Cameron Tuck and Kiran Johal regarding Puslinch Minor Baseball Club; and

That Council direct staff to report back related to the request for use of the Concession Stand at Old Morriston Baseball Diamond including the concerns raised during the Council meeting; and

That Council direct staff to assist Puslinch Minor Ball with the preparation of the necessary floor plan for the Public Health Inspector; and

That Council direct staff to investigate the sale of the old stove currently located in the Concession stand; and

That Council direct staff to report back regarding the delegate's concerns regarding scheduling and the Township's practice for rental requests for leagues and to include comments and recommendations from the Recreation Committee; and

That the report include how neighbouring municipalities address user fee rates for Community Groups that are offered first opportunity for field rentals.

CARRIED

Resolution No. 2024-091:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council authorize staff to proceed with the installation of fence extensions at the Morriston Ball diamond to protect the player benches and the foul poles to be funded by Development Charges to an upset limit of \$10k; and

That Council direct staff to report back to Council on the state of the backstop fencing at a future meeting;

That Council authorize Puslinch Minor Ball to work with staff to remove the vegetation along the fence line and relocate the bleachers.

CARRIED

Resolution No. 2024-092:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council direct staff to incorporate into the rental agreement the permission for Puslinch Minor Ball to erect signage on Township property at the PCC for the period outlined in in the delegation request; and

That the permission for the mobile sig be revoked once the new Township Digital Sign is installed.

CARRIED

Resolution No. 2024-093:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council direct staff engage with a contractor for detailed costing associated with the replacement of the existing bull pen, to be funded through the Parkland dedication Reserve, and the addition of a second bull pen, to be funded by Development Charges not to exceed an upset limit of \$10k for both projects; and

That this project commence, if possible, prior to the 2024 Baseball season; and

That Council direct Puslinch Minor Ball to engage with the business community (specifically aggregate operators) to inquire about the donation of gravel for the bull pens; and

That Council request that Puslinch Minor Ball be responsible for all weeding and maintenance associated with the bullpens.

CARRIED

8. PUBLIC MEETINGS:

8.1 April 3, 2024 Your Town Rising Event located 23 Brock Road South at 7:00 p.m.

8.2 April 11, 2024 Heritage Designation Process Open House located at 23 Brock Road South at 7:00 p.m.

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department

9.2.1 Report FIN-2024-007 - Remuneration and Expenses Paid to Members of Council and Others -2023

Resolution No. 2024-094:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

THAT Report FIN-2024-007 entitled Remuneration and Expenses Paid to Members of Council and Others – 2023 be received.

CARRIED

9.3 Administration Department

9.3.1 Report ADM-2024-013 Amendment to Mandatory Planning Pre-consultation By-law

Resolution No. 2024-095:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Council receives report ADM-2024-013 regarding the Amendment to Mandatory Pre-Consultation By-law; and,

That Council gives three readings to By-law 2024-029 being a By-law to amend the Township's Mandatory Pre-Consultation By-law, attached to this report as Schedule "A".

CARRIED

9.3.2 Report ADM-2024-014 2023 Designation Objections

Resolution No. 2024-096:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report ADM-2024-014 entitled 2023 Designation Objections be received; and,

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

Whereas the Ontario Heritage Act, R.S.O. 1990, c. O.18 (the Act) requires that the Council of a municipality shall consider an objection and make a decision whether or not to withdraw the notice of intention to designate within 90 days after the end of the 30-day notice period;

Therefore be it resolved,

That Council affirms its decision to designate 4429 Watson Rd S pursuant to Section 29, Part IV of the Act; and,

That Council affirms its decision to designate 32 Brock Rd N pursuant to Section 29, Part IV of the Act; and,

That Council affirms its decision to designate 43 McClintock Dr pursuant to Section 29, Part IV of the Act; and,

That Council direct staff to bring Heritage Designation By-laws for the properties municipality known as 32 Brock Rd N for Council consideration at its May 22, 2024 Council Meeting.

CARRIED

9.3.3 Report ADM-2024-015 Designation of 2023 Priority Properties

Resolution No. 2024-097:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Report ADM-2024-015 entitled Designation of 2023 Priority Properties received; and,

That Council affirm its decision to designate the following properties pursuant to Section 29, Part IV of the Ontario Heritage Act:

1. 22 Victoria Street, Morriston;
2. 42 Queen Street, Morriston;
3. 46 Queen Street, Morriston;
4. 78 Queen Street, Morriston;
5. 80 Brock Road S, Puslinch;
6. 80 Queen Street, Morriston;
7. 84 Queen Street, Morriston;
8. 319 Brock Road S, Puslinch;
9. 600 Arkeil Road, Puslinch;
10. 843 Watson Road S, Puslinch;
11. 4614 Wellington Road 32, Puslinch;
12. 6705 Ellis Road, Puslinch;
13. 6990 Wellington Road 34, Puslinch;
14. 7156 Concession 1, Puslinch; and,

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

1. Schedule 'A' - BL2024-015 Designation By-law for the property municipally known as 22 Victoria St.;
2. Schedule 'B' - BL2024-016 Designation By-Law for the property municipally known as 42 Queen St.;
3. Schedule 'C' - BL2024-017 Designation By-law for the property municipally known as 46 Queen St.;
4. Schedule 'D' - BL2024-018 Designation By-law for the property municipally known as 78 Queen St.;
5. Schedule 'E' - BL2024-019 Designation By-law for the property municipally known as

- 80 Brock Rd S.;
6. Schedule 'F' - BL2024-020 Designation By-law for the property municipally known as 80 Queen St.;
7. Schedule 'G' - BL2024-021 Designation By-law for the property municipally known as 84 Queen St.;
8. Schedule 'H' - BL2024-022 Designation By-law for the property municipally known as 319 Brock Rd S.;
9. Schedule 'I' - BL2024-023 Designation By-law for the property municipally known as 600 Arkell Rd.;
10. Schedule 'J' - BL2024-024 Designation By-law for the property municipally known as 834 Watson Rd S.;
11. Schedule 'L' - BL2024-025 Designation By-law for the property municipally known as 4616 Wellington Rd 32;
12. Schedule 'M' - BL2024-026 Designation By-law for property municipally known as 6705 Ellis Rd.;
13. Schedule 'N' - BL2024-027 Designation By-law for the property municipally known as 6990 Wellington Rd 34;
14. Schedule 'O' - BL2024-028 Designation By-law for the property municipally known as 7156 Concession 1; and,

That staff be authorized to proceed with notice requirements as outlined in Section 29 of the Ontario Heritage Act, 1990 and in accordance with the Township's Ontario Heritage Act Alternative Notice Policy.

CARRIED

9.3.4 Report ADM-2024-016 Heritage Permit By-law

Resolution No. 2024-098: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Report ADM-2024-016 regarding the Heritage Permit By-law be received; and

That Council direct staff to report back on the recommendations made by Council at the May 22, 2024 Council meeting.

CARRIED

9.3.5 Report ADM-2024-017 - 2024 Conferences and Delegations Update

Resolution No. 2024-099: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Report ADM-2024-017 entitled 2024 Conferences and Delegations be received; and

That Council direct staff to bring this report regarding AMO Delegation Requests to the May 22, 2024 Council Meeting.

CARRIED

Councillor Sepulis declared a potential pecuniary interest related to item 9.3.6 and refrained from discussions and voting on that item.

9.3.6 Report ADM-2024-018 Get It Done Act, 2024 Amendments to Official Plan Adjustments Act, 2023

Resolution No. 2024-100: Moved by Councillor Goyda and



Seconded by Councillor Hurst

That Report ADM-2024-018 entitled Get It Done Act, 2024 Amendments to Official Plan Adjustments Act, 2023 be received; and

Whereas Council supports the County of Wellington Planning Committee Report and the recommendations therein specifically related to the Township of Puslinch as follows:

That Council requests the proposed Bill 162 legislation include the following previous Provincial modification:

1. The addition of the lands 4631 Sideroad 20 N to the Regionally Significant Economic Development Study Area; and

Whereas Council requests the reinstatement of the historic Hamlet of Puslinch as a longstanding, small community in the Township with existing residential, institutional and commercial uses given that the Hamlet designation would provide potential for modest redevelopment and intensification aligning with the Province's goal to create additional housing opportunities;

That Council direct staff to submit its comments to the Ministry of Municipal Affairs and Housing via the Environmental Registry of Ontario posting prior to the March 21, 2024 comment deadline.

CARRIED

9.3.7 Report ADM-2024-019 Staff Expense Policy Amendment

Resolution No. 2024-101:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report ADM-2024-019 entitled Staff Expense Policy Amendment be received; and

That Council approve the amendment to the Staff Expense Policy as presented.

CARRIED

9.4 Planning and Building Department

9.4.1 None

9.5 Emergency Management

9.5.1 None

9.6 Roads and Parks Department

9.6.1 None

9.7 Recreation Department

9.7.1 None

10. CORRESPONDENCE:

10.1 2022 McMillan East Pit (Lafarge) Ground Water Monitoring Report and Peer Review

Resolution No. 2024-102:

Moved by Councillor Hurst and



Seconded by Councillor Sepulis

That 2022 McMillan East Pit (Lafarge) Ground Water Monitoring Report and Peer Review be received for information.

CARRIED

10.2 2023 Puslinch Pit (17600) Groundwater Monitoring Report and Peer Review

Resolution No. 2024-103:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

Whereas the Township of Puslinch is in receipt of a report from CBM Aggregates consultant Groundwater Science Corp. of Jan. 18, 2024 regarding 2023 Groundwater Monitoring Summary, CBM PQA Pit, Licence No. 17600 Part Lot 26, Concession 1, Puslinch Township; and

Whereas the report cites “The pond monitors (North Pond and South Pond) should be cleaned out and deepened to approximately 305 mASL (or lower).”; and

Whereas the Township’s consultant Harden Environment in their correspondence of March 1, 2024 regarding CBM – Puslinch Pit(PQA) – 2023 Monitoring Report Comments concurs with the recommendation from Groundwater Science that the North and South Pond stations be cleaned and deepened and notes that this is the second year the recommendation has been made;

Therefore be it resolved that staff ask the pit operator CBM Aggregates when this work will be undertaken and that the MNRF be added to the correspondence.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor’ Updates

11.1.1 Mayor Seeley gave an update related to recent meetings with MOF and the prioritization of the aggregate assessment cycle.

11.2 Council Member Reports

11.2.1 Councillor Sepulis gave an update on the Puslinch High Speed Internet Committee.

Resolution No. 2024-104:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

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

CARRIED

12. BY-LAWS:

- 12.1.1 BL2024-015 Designation By-law for the property municipally known as 22 Victoria St.
- 12.1.2 BL2024-016 Designation By-Law for the property municipally known as 42 Queen St.
- 12.1.3 BL2024-017 Designation By-law for the property municipally known as 46 Queen St.
- 12.1.4 BL2024-018 Designation By-law for the property municipally known as 78 Queen St.
- 12.1.5 BL2024-019 Designation By-law for the property municipally known as 80 Brock Rd S.;
- 12.1.6 BL2024-020 Designation By-law for the property municipally known as 80 Queen St.;
- 12.1.7 BL2024-021 Designation By-law for the property municipally known as 84 Queen St.;
- 12.1.8 BL2024-022 Designation By-law for the property municipally known as 319 Brock Rd S.;
- 12.1.9 BL2024-023 Designation By-law for the property municipally known as 600 Arkeil Rd.;
- 12.1.10 BL2024-024 Designation By-law for the property municipally known as 834 Watson Rd S.;
- 12.1.11 BL2024-025 Designation By-law for the property municipally known as 4616 Wellington Rd 32;
- 12.1.12 BL2024-026 Designation By-law for property municipally known as 6705 Ellis Rd.;
- 12.1.13 BL2024-027 Designation By-law for the property municipally known as 6990 Wellington Rd 34;
- 12.1.14 BL2024-028 Designation By-law for the property municipally known as 7156 Concession 1; and,

- 12.1.15 BL2024-029 By-law to Amendment to Mandatory Planning Pre-Consultation By-law
12.1.16 BL2024-030 By-law to Appoint a Fire Chief

Resolution No. 2024-105:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

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

12.1.1 BL2024-030 Being a By-law to Appoint Jamie MacNeil as the Fire Chief for the Corporation of the Township of Puslinch.

CARRIED

Resolution No. 2024-106:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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

- 12.1.1 BL2024-015 Designation By-law for the property municipally known as 22 Victoria St.
12.1.2 BL2024-016 Designation By-Law for the property municipally known as 42 Queen St.
12.1.3 BL2024-017 Designation By-law for the property municipally known as 46 Queen St.
12.1.4 BL2024-018 Designation By-law for the property municipally known as 78 Queen St.
12.1.5 BL2024-019 Designation By-law for the property municipally known as 80 Brock Rd S.;
12.1.6 BL2024-020 Designation By-law for the property municipally known as 80 Queen St.;
12.1.7 BL2024-021 Designation By-law for the property municipally known as 84 Queen St.;
12.1.8 BL2024-022 Designation By-law for the property municipally known as 319 Brock Rd S.;
12.1.9 BL2024-023 Designation By-law for the property municipally known as 600 Arkell Rd.;
12.1.10 BL2024-024 Designation By-law for the property municipally known as 834 Watson Rd S.;
12.1.11 BL2024-025 Designation By-law for the property municipally known as 4616 Wellington Rd 32;
12.1.12 BL2024-026 Designation By-law for property municipally known as 6705 Ellis Rd.;
12.1.13 BL2024-027 Designation By-law for the property municipally known as 6990 Wellington Rd 34;
12.1.14 BL2024-028 Designation By-law for the property municipally known as 7156 Concession 1; and,
12.1.15 BL2024-029 By-law to Amendment to Mandatory Planning Pre-Consultation By-law**

CARRIED

Council recessed from 12:18 pm to 12:57 pm

Roll Call

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

13. CLOSED SESSION:

Council was in closed session from 12:56 p.m. to 2:08 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. 2024-107:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis



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

14.1 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – Human Resource Matter

14.2 Confidential report prepared by staff regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Contract Services

14.3 Confidential minutes from previous closed meetings:

14.3.1 November 8, 2023 First Closed Meeting Minutes

14.3.2 November 8, 2023 Second Closed Meeting Minutes

14.3.3 November 28, 2023 Closed Meeting Minutes

14.3.4 December 13, 2023 Closed Meeting Minutes

14.3.5 December 20, 2023 Closed Meeting Minutes

CARRIED

Resolution No. 2024-108:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

THAT Council moves into open session at 2:08 pm

CARRIED

Council resumed into open session at 2:08 p.m.

Resolution No. 2024-109:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receives the:

14.1 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – Human Resource Matter

14.2 Confidential report prepared by staff regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Contract Services

14.3 Confidential minutes from previous closed meetings:

14.3.1 November 8, 2023 First Closed Meeting Minutes

14.3.2 November 8, 2023 Second Closed Meeting Minutes

14.3.3 November 28, 2023 Closed Meeting Minutes

14.3.4 December 13, 2023 Closed Meeting Minutes

14.3.5 December 20, 2023 Closed Meeting Minutes; and

That staff proceed as directed.

CARRIED

14. **BUSINESS ARISING FROM CLOSED SESSION:**

None

15. **NOTICE OF MOTION:**

None

16. **NEW BUSINESS:**

The CAO remarked that the ORC rink still has ice and commented on the outstanding job that staff have done to maintain the ice post March break.

17. **ANNOUNCEMENTS:**

None



18. CONFIRMATORY BY-LAW:

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

Resolution No. 2024-110:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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

By-Law 2024-031 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 20 day of March 2024.

CARRIED

19. ADJOURNMENT:

Resolution No. 2024-111:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD 34, PUSLINCH

MINUTES

DATE: February 13, 2024

MEETING: 7:00 p.m.

The February 13, 2024 Committee of Adjustment Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation and in-person at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

PRESENT:

Councillor John Sepulis, Chair
Chris Pickard
Paul Sadhra

ABSENT:

Jeffrey Born

STAFF IN ATTENDANCE:

Lynne Banks, Secretary/Treasurer
Laura Emery, Communications & Committee Coordinator
Mehul Safiwala, Junior Planner
Zachary Prince, Senior Planner, County of Wellington

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-001:

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



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD 34, PUSLINCH

**That the Committee approves the February 13, 2024 Agenda as amended and as circulated;
and**

That the Committee approves the addition to the agenda as follows:

**Approval of Minutes Item 6.1.1 Committee questions and staff responses regarding the
February 13, 2024 Committee of Adjustment Agenda.**

CARRIED.

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. APPROVAL OF MINUTES

6.1 Approval of the Minutes

6.1.1 December 23, 2023

Resolution No. 2024-002:

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

**That the Committee of Adjustment approves the Minutes, as amended, from the meeting
held December 12, 2023.**

CARRIED.

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

**7.1 Minor Variance Application D13-BED – Mher Bedirian and Niki Symeonindou –
6598 Wellington Rd. 34., Concession 3, Front Part Lot 5, , Township of Puslinch.**

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended,
from Section 11.3, Table 11.2 to permit a reduced lot frontage of the Retained
Parcel to be 109.72m instead of 120m as required in Table 11.2 of the Zoning By-
law. Therefore, the relief being sought is 10.28 m to the required lot frontage for
an Agricultural lot.

- Rod Finnie, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the public.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD 34, PUSLINCH

- There were no questions or comments from the Committee.

Resolution No. 2024-003:

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

**That the Minor Variance Decision as made by the Committee be approved with no conditions.
CARRIED.**

**7.2 Minor Variance Application D13-DEO – Ramandeep Deol – 76 Heritage Lake Drive
PV, WVLCPC 172, Level 1, Unit 1, Township of Puslinch. ≠**

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended,
from:

1. Section 6.3, Table 6.2 to permit a setback of 2.3 m instead of 5 m for the interior side yard.
2. Section 5.2.9 (b) to permit a driveway width of 6.9 m instead of 6 m for the proposed single dwelling unit.

- Amritpal Bansal, agent for the applicant provided an overview of the application.
- There were no questions from the public.
- Chris Pickard asked if the agent/applicant had spoken to the Condominium Corporation regarding the proposed new dwelling.
- Mr. Bansal advised that he has not spoken to them yet.
- Paul Sadhra asked if a condition of approval can be added regarding approval from the Condominium Corporation.
- There were no further questions or comments from the Committee.

Resolution No. 2024-004:

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

That the Minor Variance Decision as made by the Committee be approved with the following condition(s):

That the owner provide written confirmation to the Township that the Condominium Corporation has approved the application.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD 34, PUSLINCH

7.3 Minor Variance Application D13-SIN – Ranjit Singh – Vacant Land, Wellington Rd.34, Concession 3, Part Lot 4, Part 1 on Reference Plan 61R-22156. ≠

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from:

1. Section 4.10 (a) to permit a single family dwelling in the Agricultural zone to have a height of 10.5 m to the midpoint of the roof.
2. Section 5.2.9 (b) to permit a driveway width of 10 m instead of 6 m for the proposed single dwelling unit.

- Amritpal Bansal, agent for the applicant provided an overview of the application.
- There were no questions or comments from the public.
- Chris Pickard asked if the variance for the wider driveway is only to be in front of the garages to the turning circle.
- Mr. Bansal advised that is the correct proposal.

Resolution No. 2024-005:

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

That the Minor Variance Decision as made by the Committee be approved with the following condition:

That this minor variance is only applicable for the apron located in front of the garage site and not the length of the driveway from the road to the turning circle.

CARRIED.

8. NEW BUSINESS

In order to clarify the Zoning Bylaw that the flaring out of the driveway to facilitate access to a garage or ancillary structure greater than 6 meters in width should no require a minor variance, the Committee request that staff consider requesting Council to amend the current zoning by-law accordingly.

9. ADJOURNMENT

Resolution No. 2024-006:

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



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD 34, PUSLINCH

That the Committee of Adjustment hereby adjourns at 7:35 p.m.

CARRIED.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 PLANNING AND DEVELOPMENT
ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

MINUTES

DATE: February 13, 2024
MEETING: Following Committee of Adjustment

The February 13, 2024 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation and in-person at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

PRESENT:

Councillor John Sepulis, Chair
Chris Pickard
Paul Sadhra

ABSENT:

Jeffrey Born

STAFF IN ATTENDANCE:

Lynne Banks, Secretary/Treasurer
Laura Emery, Communications and Committee Coordinator
Mehul Safiwala, Junior Planner
Zachary Prince, Senior Planner, County of Wellington

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2024-007:

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



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 PLANNING AND DEVELOPMENT
ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

That the Committee approves the February 13, 2024 Agenda and receives the reports as corrected and circulated; and

That the Committee approves the addition to the agenda as follows:

Consent Item 7.2 Committee questions and staff responses regarding the February 13, 2024 PDAC Agenda.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 Approval of the Minutes

7.1.1 January 9, 2024

Resolution No. 2024-008:

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

That the Planning and Development Advisory Committee approves the Minutes from the meeting held January 9, 2024.

CARRIED

7.2 Other Consent Items

None

8. NOTICE OF PUBLIC MEETINGS/HEARINGS

None

9. REPORTS



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 PLANNING AND DEVELOPMENT
ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

9.1. LAND DIVISION (CONSENTS)

9.1.1 Severance Application B62-23 (revised) (D10-DEM) – Flavia Demaren – Part Lot 10, Concession 10, municipally known as 218 Hume Rd., Township of Puslinch. ≠

Proposed severance is 45 meters frontage x 95 meters = 0.43 hectares, vacant land for proposed rural residential use.

Retained parcel is 3.6 hectares with 56 meters frontage, existing and proposed rural residential use with existing house, shop and pool.

Resolution No. 2024-009:

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

That the Committee supports (revised) Severance Application B62-23 subject to the following condition(s):

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
2. That safe access to the proposed severed lands can be accommodated to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
3. That the owner enter into a Development Agreement with the Township of Puslinch for the purpose of recovery of the Township's third party costs in relation to any of the Township's conditions, including the peer review of the submitted EIS Brief; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 PLANNING AND DEVELOPMENT
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4. That the EIS Brief prepared by Aboud & Associates Inc. that was provided to the Township be peer reviewed by one of the Township of Puslinch consultant ecologists to the satisfaction of the Township of Puslinch and the County of Wellington; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

CARRIED

9.1.2 Severance Application B109-23 (D10-HUS) - Lorraine & Kurt Huschka – Part Lot 6, Concession 3, municipally know as 4487 Wellington Rd. 32, Township of Puslinch. ≠

Proposed severance is 0.56 hectares with 80m frontage, existing vacant land for proposed rural residential use.

Retained parcel is 19.2 hectares with 500m frontage, existing and proposed agricultural use with existing dwelling, old barns, garage and sheds.

Resolution No. 2024-010:

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

That the Committee supports Severance Application B109-23 subject to the following condition(s):

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
2. That the owner enter into a Development Agreement with the Township of Puslinch for the purpose of recovery of the Township's third party costs in relation to any of the Township's conditions; and further that the Township file with the



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
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Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

CARRIED

9.1.3 Severance Application B1-24 (D10-GAL) – Gallo Contracting Limited – c/o Joseph Gallo – Part Lot 30, Concession Gore, municipally known as 4010 Concession 7, Township of Puslinch. ≠

Proposed severance is 45m fr x 90m = 0.4 hectares, vacant land for proposed rural residential use.

Retained parcel is 8.4 hectares with 136m frontage, existing and proposed residential and business use with existing dwelling/shop, office and various bins and storage containers.

Resolution No. 2024-011:

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

That the Committee supports Severance Application B1-24 subject to the following condition(s):

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
2. That safe access to the proposed severed lands can be accommodated to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
3. That the owner enter into a Development Agreement with the Township of Puslinch for the purpose of recovery of the Township's third party costs in relation



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 PLANNING AND DEVELOPMENT
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to any of the Township's conditions; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

4. That the site plan agreement registered as Instrument Number WC675759 is to be deleted from the title for the severed parcel; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
5. That the owner provide a new site plan drawing to include only the retained parcel to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
6. That the owner apply for an amendment to the site plan agreement to amend the site plan agreement registered as Instrument Number WC675759 on June 10, 2022 to remove the site plan drawing approved by the Township's consultant engineers on April 25, 2022; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
7. That the owner provide an EIS due to the Life Science ANSI located on the severed parcel to be peer reviewed to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

CARRIED

9.2 ZONING BY-LAW AMENDMENT APPLICATIONS

None

10. CORRESPONDENCE

None

11. NEW BUSINESS

None

12. ADJOURNMENT



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 13, 2024 PLANNING AND DEVELOPMENT
ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

Resolution No. 2024-012

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

That the Planning and Development Advisory Committee hereby adjourns at 8:09 p.m.

CARRIED.



Township of Puslinch Council
C/O Courtenay Hoytfox, Interim
CAO
7404 Wellington Rd 34,
Puslinch, ON
VIA EMAIL:
admin@puslinch.ca

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

March 27, 2024

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

Please be advised that Township of Puslinch Heritage Advisory Committee, at its meeting held on March 4, 2024 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2024-017:

Moved by Kristine O'Brien and
Seconded by Andy Day

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

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

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Laura Emery
Communications & Committee Coordinator



Grand River Conservation Authority

Summary of the General Membership Meeting – March 22, 2024

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

Action Items

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

- GM-03-24-29 - Financial Summary
- GM-03-24-18 - Guelph Lake Nature Centre Tender Award
- GM-03-24-16 - 2024 Replacement Vehicle Purchase
- GM-03-24-17 - Road Site Preparation and Surface Treatment Tender
- GM-03-24-19 - Monitoring and Maintenance of Alarm Systems, CCTV, and Control Access Systems
- GM-03-24-20 - Byng Island Concession Stand to Washroom Renovation
- GM-03-24-21 - 2024-2026 Cottage Lot Curbside Garbage and Recycling Materials Collection, Processing, and Disposal Contract
- GM-03-24-27 - Implementation of Legislative and Regulatory Changes under the Conservation Authorities Act - Ontario Regulation 41/24
- GM-03-24-28 - Proposed By-law 1-2024
- GM-03-24-22 - Bridgeport Dike Capacity Improvement Environmental Assessment Study Contract Budget Increase
- GM-03-24-31 - Requests for Proposals - Engineering Consulting Services, Permits and Plan Review

Information Items

The Board received the following reports as information:

- GM-03-24-26 - Cash and Investment Status
- GM-03-24-24 - Conservation Areas Revenue and Expenses
- GM-03-24-25 - Seasonal Camping Program and Byng Island Seasonal Camping Plan Update
- GM-03-24-23 - Landowner Stewardship Grant Funding Agreement Renewals
- GM-03-24-30 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- Paul Salvini, Grand River Conservation Foundation Chair - Guelph Lake Nature Centre Support
- Minister of Natural Resources and Forestry – Provincial Offences Act Officer Designations

Source Protection Authority

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

For full information, please refer to the [March 22 Agenda Package](#). Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following approval at the next meeting of the General Membership.

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



March 22, 2024

To: Planning Directors and Chief Building Officials of Grand River Watershed Municipalities

Re: Legislative and Regulatory Changes Affecting GRCA Development Permitting – Effective April 1, 2024

On February 16, 2024, a new Minister's regulation, [Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits \(O. Reg. 41/24\)](#) under the *Conservation Authorities Act* (CA Act) was approved by the Province to be used by all Conservation Authorities. This regulation will replace GRCA's "Development, Interference with Wetlands and Alterations to Shorelines and Watercourses" Regulation (O. Reg. 150/06) and comes into effect on April 1, 2024. The enactment of O. Reg. 41/24 coincides with the proclamation of associated sections within the CA Act.

While O. Reg. 41/24 represents a single regulation for all conservation authorities (CAs), much of the CA regulatory processes remain the same. **CAs will continue to require permit applications for development activities in regulated areas as defined under the *Conservation Authorities Act* and O. Reg. 41/24.** The administration of O. Reg. 41/24 is a Mandatory Program and Service of CAs as per Section 21.1.1 of the [Conservation Authorities Act](#) and as stipulated in O. [Reg. 686/21: Mandatory Programs and Services](#).

Key Changes

While much of GRCA regulatory processes remain the same, key changes of interest for our municipal partners include:

- The regulated area around Provincially Significant Wetlands and wetlands greater than or equal to 2 hectares will decrease from 120 metres from the limit of the wetland to 30 metres from the limit of all wetlands, regardless of significance, size or type;
- The regulated area around engineered floodplains will increase from 5 metres to 15 metres (no change to regulated area around estimated and approximate floodplains which remains at 15 metres);
- A number of low-risk development activities are now exempt in the Regulation from requiring a permit. The GRCA already exempted the majority of the listed activities, except for the following new exemption:
 - the reconstruction of a non-habitable garage with no basement, if the reconstruction does not exceed the existing footprint of the garage and does not allow for a change in the potential use of the garage to create a habitable space.

- Prescribed timelines to deem a permit application complete (or incomplete) after receipt of application and associated fee (21 days) or to make a decision on a permit once deemed complete (90 days); and
- New administrative review and appeal mechanisms are available to applicants.

Among other things, some of the actions required to implement the CA Act-related changes include: 1) updates to GRCA's regulatory mapping with revised regulation limits; 2) updates to regulatory and legislative references on all applications, forms, website, templates, technical guidelines, maps, etc.; 3) re-delegation of permit approvals to senior staff; 4) conformity reviews/updates to GRCA's policies; and 5) development of a procedures document.

Implementation

The transition period from the release of O.Reg. 41/24 to when the changes come into effect is limited (April 1, 2024). As such, GRCA staff are prioritizing items that need to be addressed immediately (e.g., mapping, interim policy guidance, application forms) and those that will need to be completed over the coming months (e.g., conformity review/updates to policies, development of a procedures document).

Municipalities are advised that upon approval by the General Membership of the GRCA, updated regulatory mapping will be posted on April 1st and available for download from our Grand River Information Network (GRIN) on our [website](#). Municipal staff in planning and building departments should be made aware of the changes to GRCA's regulation mapping since it is often used as a screening tool for building permits and *Planning Act* application circulations.

For those applications submitted prior to the enactment of O. Reg. 41/24, the current permitting process will be followed. New permit applications submitted on or after April 1, 2024 will follow the processes outlined in the updated Section 28 of the *Conservation Authorities Act* and O. Reg. 41/24. **Applicants are encouraged to confirm permit exemptions with the GRCA prior to carrying out work within a regulated area.**

GRCA will provide updates as we work to develop and update our implementation support materials to ensure that disruptions to approvals processes for development applications are minimized.

Plan Review Services

There are no changes to GRCA's planning services at this time. **GRCA continues to provide mandatory or Category 1 programs or services related to reviewing and commenting on applications and other matters (e.g., planning document updates) under the *Planning Act*, and for proposals under Acts** referred to in Section 6 (2) of Ontario Regulation 686/21: Mandatory Programs and Services. Municipalities must continue to circulate planning applications and other matters, including technical reports so that we may review and comment on natural hazards and wetland matters per Ontario Regulation 686/21 as well as regulatory requirements with a view to streamlining the overall development review and approval process while protecting life and property. Comments provided will reflect a watershed-based approach to the provision of mandatory programs and services.

We look forward to continuing our strong working relationship, and will continue to be in contact as we work to transition to this new legislative and regulatory framework. In the meantime, if you or your staff have any questions or concerns regarding the new regulation, please feel free to contact me.

Sincerely,



Beth Brown
Manager of Planning and Regulations Services
519-621-2763 ext. 2307
bbrown@grandriver.ca.



A Healthy Watershed for Everyone

Memorandum

TO: County of Wellington Planning & Development Department
Township of Puslinch Planning & Development and Building Departments

FROM: Mike Stone, Acting Director, Watershed Management Services, Hamilton Conservation Authority (HCA)

DATE: March 22, 2024

RE: Legislative and Regulatory Changes Affecting HCA's Development Permitting (Effective April 1, 2024)

On February 16, 2024, a new Minister's regulation, *Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits*, under the *Conservation Authorities Act* (CA Act) was approved by the Province. This regulation takes effect April 1, 2024, and will replace all existing individual CA development regulations, including HCA's "*Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*" regulation (O. Reg. 161/06). The enactment of O. Reg. 41/24 will also coincide with the proclamation of associated sections within the CA Act regarding the regulation of development.

Notwithstanding these changes, much of the development regulation process remains the same. HCA will continue to require permit applications for proposed development, interference and alteration activities in regulated areas as defined under the CA Act and O. Reg. 41/24. The administration of O. Reg. 41/24 is a required program of the HCA, as per Section 21.1.1 of the CA Act and *Ontario Regulation 686/21: Mandatory Programs and Services*.

Key Changes

While much of the CA development regulation process remains the same, there are a number of changes which may be of interest, including:

- The regulated area around wetlands will be consistent at 30 m, including around provincially significant wetlands (formerly 120 m).
- The definition of a (regulated) *watercourse* has been amended from ***an identifiable depression in the ground in which a flow of water regularly or continuously occurs to a defined channel, having a bed and banks or sides, in which a flow of water regularly or continuously occurs.***

- Certain low-risk activities that meet specific size and/or location requirements will be exempt from requiring a permit. Attachment A outlines exempt activities, per section 5 of O. Reg. 41/24. (Note: applicants are encouraged to consult with HCA to confirm exemptions prior to undertaking work).
- The list of complete application requirements has been revised, and now includes fee submission and landowner authorization. No new technical studies can be requested once an application is deemed complete.
- CA permitting decisions are now focused on natural hazards, public health and safety and property damage. Consideration of *Conservation of Land* and *Pollution* 'tests' (i.e. natural heritage matters) have been removed.
- New administrative review and appeal mechanisms are available to permit applicants.

It is worth noting that the legislative and regulatory changes made did not enact, at this time, exemptions for activities authorized under the *Planning Act*.

Implementation & Transition

In order to support implementation of the legislative and regulatory changes taking effect April 1, 2024, HCA will be reviewing and updating mapping, policy, procedure and administrative documents and resources as required and on a priority basis. This will include updates to HCA's regulated mapping to reflect changes in wetland and watercourse limits, as well as review and update of policy and procedure documents for development review and permitting. HCA will keep the County and Township apprised of these updates as they become available.

HCA is working to develop transitional procedures to assist staff in moving from the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses* regulation (O. Reg. 161/06) to the new *Prohibited Activities, Exemptions and Permits* regulation (O. Reg. 41/24). In general, it is expected that for permit applications submitted prior to the enactment of O. Reg. 41/24, the existing permitting process will be followed, and that new applications submitted on or after April 1, 2024 will follow the processes outlined under the new legislative and regulatory framework. HCA is committed to minimizing disruptions to the development permitting review and approvals process as we transition to the new regulatory environment.

Plan Review Services

There are no changes to HCA's planning services at this time. HCA continues to provide mandatory programs and services related to reviewing and commenting on applications and other matters under the *Planning Act*, and for proposals under various other Acts, as *Ontario Regulation 686/21: Mandatory Programs and Services*. The County and Township should continue to circulate planning applications and other matters, including technical reports to CAs so that we may review and comment on natural hazards and wetland matters per O. Reg. 686/21.

Fee Schedule

There have been no changes to the fee provisions of the CA Act, and the attached fee schedule for 2024 meets the requirements of the Act for programs and services for which a CA may charge fees. Notwithstanding this, the Minister has issued a direction to freeze CA fees for planning and permitting for 2024. As a result, HCA has not increased fees from 2023 and the attached planning and permitting fee schedule will remain in effect for 2024 (Attachment B).

HCA appreciates the strong working relationship it has with the County and Township and will continue to work to provide excellent client service. Please do not hesitate to contact the undersigned with any questions or concerns regarding these changes or the transition process.

Mike Stone, MCIP, RPP
Acting Director, Watershed Management Services
Hamilton Conservation Authority
(905) 525-2181, ext. 133
mike.stone@conservationhamilton.ca

ATTACHMENT A

Excerpt from O. Reg. 41/24: Prohibited Activities, Exemptions and Permits

Note: Applicants are encouraged to confirm exceptions with the CA prior to carrying out the work.

Exceptions

5. Paragraph 2 of subsection 28 (1) of the Act does not apply to,

- (a) the construction, reconstruction, erection or placement of,
 - (i) a seasonal or floating dock that,
 - (A) is 10 square metres or less,
 - (B) does not require permanent support structures, and
 - (C) can be removed in the event of flooding,
 - (ii) a rail, chain-link or panelled fence with a minimum of 75 millimetres of width between panels, that is not within a wetland or watercourse,
 - (iii) agricultural in-field erosion control structures that are not within and that do not have any outlet of water directed or connected to a watercourse, wetland or river or stream valley,
 - (iv) a non-habitable accessory building or structure that,
 - (A) is incidental or subordinate to the principal building or structure,
 - (B) is 15 square metres or less, and
 - (C) is not within a wetland or watercourse, or
 - (v) an unenclosed detached deck or patio that is 15 square metres or less, is not placed within a watercourse or wetland and does not utilize any method of cantilevering;
- (b) the installation of new tile drains that are not within a wetland or watercourse, within 30 metres of a wetland or within 15 metres of a watercourse, and that have an outlet of water that is not directed or connected to a watercourse, wetland or river or stream valley, or the maintenance or repair of existing tile drains;
- (c) the installation, maintenance or repair of a pond for watering livestock that is not connected to or within a watercourse or wetland, within 15 metres of a wetland or a watercourse, and where no excavated material is deposited within an area where subsection 28 (1) of the Act applies;
- (d) the maintenance or repair of a driveway or private lane that is outside of a wetland or the maintenance or repair of a public road, provided that the driveway or road is not extended or widened and the elevation, bedding materials and existing culverts are not altered;

- (e) the maintenance or repair of municipal drains as described in, and conducted in accordance with the mitigation requirements set out in the Drainage Act and the Conservation Authorities Act Protocol, approved by the Minister and available on a government of Ontario website, as it may be amended from time to time; and
- (f) the reconstruction of a non-habitable garage with no basement, if the reconstruction does not exceed the existing footprint of the garage and does not allow for a change in the potential use of the garage to create a habitable space.

HCA Plan Review & Permit Fees
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Plan Review Service Fees	Before HST	After HST
Subdivision and Condominiums		
Minor	\$1,658.00	\$1,873.54
Intermediate	\$6,629.00	\$7,490.77
Major	\$11,962.00	\$13,517.06
Applicant Driven Revision	\$4,204.00	\$4,750.52
Clearance Fees		
Per Phase Charge (on top of Major clearance fee above)	\$1,180.00	\$1,333.40
Consents		
Minor	\$1,092.00	\$1,233.96
Major	\$2,923.00	\$3,302.99
Minor Variances		
Minor	\$606.00	\$684.78
Major	\$1,318.00	\$1,489.34
Official Plan Amendments		
Minor	\$1,480.00	\$1,672.40
Major	\$5,056.00	\$5,713.28
Zoning By-law Amendments		
Minor (including H-Zone Removal)	\$1,480.00	\$1,672.40
Major	\$4,895.00	\$5,531.35
Site Plan Approval Application		
Minor	\$1,977.00	\$2,234.01
Intermediate	\$6,501.00	\$7,346.13
Major	\$7,964.00	\$8,999.32
Resubmission - 15% of full application fee		
Formal Consultation	\$661.00	\$746.93
Niagara Escarpment Plan Amendments - Applicant-Driven	\$3,823.00	\$4,319.99
Niagara Escarpment Plan Development Permits	\$1,592.00	\$1,798.96
Complex Applications	\$11,967.00	\$13,522.71
The application fee will be paid at the time of filing an application to the municipality. All subdivisions, vacant land condominiums, major and complex site plans (i.e. Community living projects, golf courses, cemeteries, etc.) continue to be circulated to the Hamilton Conservation Authority.		
Aggregate Extraction Applications	\$29,623.00	\$33,473.99
The application fee will be paid at the time of filing an application to the municipality. This fee relates to large aggregate extraction applications.		

HCA Plan Review & Permit Fees

Notes and Definitions:

1. Subdivisions/Condominiums/Site Plans:

Major – The area is equal to or greater than 4.5 hectares in size and technical studies (i.e. SWM, EIS or Geotechnical) are required.

Intermediate – The area is less than 4.5 hectares in size and technical studies (i.e. SWM, EIS or Geotechnical) are required.

Minor – In the area of interest to the HCA.

2. Other Applications:

Major – Technical studies (i.e.. SWM, EIS or Geotechnical) are required.

Minor – In the area of interest of the CA.

3. Area of Interest – Natural Heritage, Natural Hazard areas on a CA screening map, checklist, OP and/or ZB.

4. Complex Applications are Planning Act (e.g.. OPA/ZBA) and/or Site Plan applications for commercial/industrial/residential applications equal to or greater than 4.5 hectares in size, golf courses, trailer parks, campgrounds, and cemeteries, etc., that involve complex policy considerations and/or the review of extensive multi-disciplinary technical studies.

5. Combined Applications - Combined applications will be charged at 100% of the highest fee rate and 50% of the combined fee rate for other review categories.

6. Refunds may be provided directly to the applicant if it is found that an application charged at the "major" rate only required the level of review normally associated with the minor or intermediate rates. In such cases, the minor or intermediate rate will be retained and the difference refunded.

7. Additional Fees may be charged directly to the applicant if it is determined that an application requires a greater level of review effort than normally associated with the application type and fee collected at the time of submission. HCA may also charge additional fees based on current fee schedule rates for applications that have been inactive for two years or more.

8. Subdivision Revision Fees will be paid directly to the HCA and must be paid prior to issuance of revised draft conditions. A draft plan revision fee will be applicable to developer driven amendments to a subdivision or condominium application.

9. Resubmission Fees will be charged directly to the applicant for the review of technical studies and plans, drawings, models, etc., beyond the first submission and two resubmissions. A fee will be charged for each resubmission and will be based on 15% of the original application fee.

10. Formal Consultation fees will be charged to provide preliminary preconsultation comments on all proposed planning applications circulated as part of the City's Formal Consultation process. This fee will be deducted from the application fee when a formal application is submitted.

HCA Plan Review & Permit Fees

Development, Interference With Wetlands, Alterations to Shorelines & Watercourses

Pursuant to Hamilton Conservation Authority Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation 161/06 under Ontario Regulation 97/04, within HCA regulated areas, a permit is required

- Development
- Interference with Wetlands
- Alteration to Shorelines and Watercourses

1. Minor Development:

Is considered to be minor landscaping works and minor filling and grading activities, (between 0.05 m and 0.3 m in depth) OR minor additions to an existing structure (including decks) that involves less than a 50% increase in size of the original ground floor area or accessory structure to a maximum area of 28m².

	Before HST	After HST
Basic applications (no technical studies required)	\$730.00	\$824.90
Applications involving review of technical studies	\$1,344.00	\$1,518.72

2. Major Development:

Is considered to be the construction, reconstruction, and erection of a new building or structure, OR the construction of an addition to an existing structure that involves a 50% or greater increase in size of the original ground floor area, OR any change to an existing building or structure that would have the effect of altering the use or potential use of the building or structure or increase the number of dwelling units, OR site alterations involving the temporary or permanent placing, dumping or removal of fill material resulting in significant grade changes.

Basic applications (no technical studies required)	\$2,164.00	\$2,445.32
Applications involving review of technical studies.	\$4,702.00	\$5,313.26

3. Fill Placement:

The temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere, and the placement of material/fill is the primary

Minor - Less than 500 m ³ and no technical studies required	\$464.00	\$524.32
Intermediate - Less than 500 m ³ and technical studies required	\$2,963.00	\$3,348.19
	plus \$0.50/m ³	
Major - Greater than 500 m ³	\$5,901.00	\$6,668.13
	plus \$0.50/m ³	

HCA Plan Review & Permit Fees

4. Interference with Wetlands, Alterations to Watercourses and Shorelines:

Alteration to Watercourse includes: straightening, changing, or diverting a watercourse channel, installation or replacement of culverts and bridges, bank re-grading or stabilization.

Alteration to Shoreline includes: installation or replacement/repair of retaining walls, other slope stabilization works and bank regrading.

Interference with Wetlands includes: buildings and structures to be located within 120 meters of a Provincially Significant Wetland or within 30 meters of all other wetlands; vegetation removal, grading, filling, and hydrological changes.

	Before HST	After HST
<p>Minor - works not requiring supportive technical studies such as minor repairs or adjustments to existing shoreline protection/watercourse structures, simple culvert replacements, small full-span pedestrian bridges, buildings and structures, fill placement, jack and bore and directional drill activities.</p>	\$1,353.00	\$1,528.89
<p>Intermediate - works limited in scope/extent which may require supportive technical studies such as moderate-scale repairs to shoreline protection works, localized watercourse alterations and stream bank stabilization, buildings and structures, fill placement.</p>	\$3,800.00	\$4,294.00
<p>Major - works requiring supportive technical studies such as channel re-alignments and natural channel design, major shoreline protection works, new large-scale bridge crossings, buildings and structures, fill placement.</p>	\$5,532.00	\$6,251.16
<p>5. Multi-lot/Unit Development (10 or more lots or units) and Major Infrastructure Works: Infrastructure works (storm water management ponds, services, roads, bridges, etc.), new golf courses and major alterations to existing golf courses.</p>	\$6,253.00	\$7,065.89
<p>6. Violation Surcharge 75% surcharge will be applied when activities which require a permit under Regulations are undertaken without a permit.</p>		
7. Minor Revisions to Permits	\$382.00	\$431.66
8. Expired Permits	\$317.00	\$358.21
9. Letter Of Permission	With Site Visit	\$329.00
	No Site Visit	\$227.00
10. Resubmissions (per hour of review time)	\$108.32	\$122.40

HCA Plan Review & Permit Fees

NOTES:

- Permits are issued for a two (2) year period. Significant alteration or changed ownership subject to new permit application. All fees are to be made payable to the Hamilton Region Conservation Authority.

- Permit extensions and/or renewals will not be granted. Where a permit has expired and the same applicant re-applies for a new permit within 6 months of the expiry of the original permit, and there have been no changes to the proposed works, HCA may issue a new permit for an administrative fee of \$305.

- Resubmission fees will be charged directly to the applicant for the review of technical studies and plans, drawings, models, etc., beyond the first submission and two resubmissions. A fee will be charged for each resubmission and will be based on total staff review time at the hourly review rate charged by the HCA.

Service/Reforestation/Planning Fees/Misc. Fees	Before HST	After HST
Natural Areas Inventory Database Private Requests		
Per hour preparation time	\$110.00	\$124.30
Reforestation Tree Planting Service		
The Authority provides a Reforestation Tree Planting Service to private landowners who own a minimum of 2 ha (5 acres) free of buildings. To recover the cost of this service, a charge to the private landowner applies. Landowner pays cost of trees in addition to planting costs. Replanting at same terms and conditions. This charge is based on full cost recovery of crew, equipment materials, benefits + 22% administration. Estimates are prepared on request.		
Fees for Seed Collection and Cuttings		
All work to be performed by purchaser and must satisfy authority environmental criteria. Volumes for uncleaned seed as collected.		
Cuttings per cubic meter	\$19.30	\$21.81
Seed Collections by weight per lb.		
Grass seed	\$45.00	\$50.85
Wildflower seed	\$65.25	\$73.73
Conifer seed	\$33.35	\$37.69
Walnut, Hickory, Oak seed	\$7.80	\$8.81
Other deciduous tree and shrub seed	\$2.95	\$3.33
Seed Collections by volume per litre		
Conifer cones	\$0.60	\$0.68
Walnut, Hickory, Oak seed	\$1.45	\$1.64
Other deciduous tree and shrub seed	\$1.00	\$1.13

HCA Plan Review & Permit Fees
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GIS Mapping	Before HST	After HST
Colour Printing (includes ortho photo or area fill) per sq.ft.	\$15.50	\$17.52
Colour printing (no ortho photo or area fill) per sq.ft. (any size up to 40" wide)	\$5.30	\$5.99
Digital files (email)		
Ortho photography 1km X 1km (ecw, jpg or geotiff) per file - Ortho photography available for 2002, 2010, 2015	\$37.75	\$42.66
Custom maps (including HCA scanned maps) based on size per sq.ft.	\$5.85	\$6.61
Vector Data (high detail e.g. Contours, dem) per sq.km.	\$57.85	\$65.37
Vector Data (low detail e.g. Watercourse etc.) per hour	\$110.50	\$124.87
Custom Map Preparation (plus printing or digital file cost)	\$111.00	\$125.43
Photocopies		
per sheet	\$0.27	\$0.31
Stream Flow/Weather/Fishery Data		
Per hour staff time	\$110.50	\$124.87
Stream flow Discharge measurement, per hour + mileage	\$110.50	\$124.87
Technical Data staff time relates to hourly engineering, Ecology, IT and GIS staff time to prepare data as requested.		
Tables/Charts/Plans/Maps		
Computer Disc	\$35.90	\$40.57
Electronic Files	\$26.70	\$30.17
Solicitor and Real Estate Agent Requests RE:Property		
A. Solicitor, Real Estate, Consultant Request, and Property Reports (requiring a site visit)	\$310.00	\$350.30
B. Solicitor, Real Estate, Consultant Request, and Property Reports (no site visit)	\$270.00	\$305.10
Property Reports include building permit inquiries and input to general inquires as to development constraints on a property. All requests are payable in advance. In all cases, this fee includes a written reply to the landowner/agent/consultant. The municipal building department will be copied, when building permits are being		
Administration Fee For Returned Cheques		
Administration fee per cheque	\$52.35	\$59.16
Borrowed Reports		
Deposits are normally held for borrowed reports until returned in good condition. Amount is based on 2 x value of report.		

March 14, 2024

Re: Item for Discussion – Resolution of Support Regarding Request to the Province of Ontario for New Provincial-Municipal Fiscal Framework

At its meeting of March 13, 2024, the Council of the Corporation of the Town of Bracebridge ratified motion #24-GC-053, regarding Resolution of Support Regarding Request to the Province of Ontario for New Provincial-Municipal Fiscal Framework, as follows:

“WHEREAS the current provincial-municipal fiscal arrangements are undermining Ontario’s economic prosperity and quality of life;

AND WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

AND WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation;

AND WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure;

AND WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

AND WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

AND WHEREAS property taxpayers – including people on fixed incomes and small businesses – can’t afford to subsidize income re-distribution programs for those most in need;

AND WHEREAS the province can, and should, invest more in the prosperity of communities;

AND WHEREAS municipalities and the provincial government have a strong history of collaboration;

NOW THEREFORE, BE IT RESOLVED THAT the Town of Bracebridge calls on the Province of Ontario commit to undertaking, with the Association of Municipalities of Ontario, a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

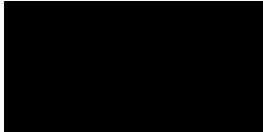
telephone: (705) 645-5264
corporate services and finance fax: (705) 645-1262
public works fax: (705) 645-7525
planning & development fax: (705) 645-4209

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Finance; the Local Member of Provincial Parliament; the Association of Municipalities of Ontario; the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO); the Muskoka and Area Indigenous Leadership Table (MAILT); and all Ontario Municipalities.”

In accordance with Council's direction, I am forwarding you a copy of the resolution for your reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,



Lori McDonald
Director of Corporate Services/Clerk

Ministry of Transportation

Ministère des Transports



Assistant Deputy Minister's Office
Integrated Policy and Planning
Division

Bureau du sous-ministre adjointe
Division des politiques et de la
planification intégrées

438 University Avenue
12th Floor
Toronto ON M5G 2K8
Tel. (647) 302-7129

438 Avenue University
12^e étage
Toronto ON M5G 2K8
Tel. (647) 302-7129

**Memo to Chief Administrative Officers re:
Licence Plate Renewal**

I am writing to provide further information regarding the Government of Ontario's announcement on Feb. 15, 2024, regarding proposed changes to the way licence plates are renewed in Ontario.

The government has announced it will be introducing legislation related to the renewal of licence plates in the coming days, and more details regarding the proposed changes will be released over the coming months.

It is important to note the Government of Ontario is not eliminating licence plate renewals nor is it proposing changes to the plate denial process. The introduction of a new plate renewal process will not change the way municipalities collect unpaid fines.

Plate denial information will continue to support municipal fine collection. As a plate nears its expiry date, the automated system will check if the plate has fines, outstanding tolls, or insurance issues. If the plate has none of these issues, it will be renewed automatically for one year. If the plate has any of these issues, renewal will not proceed and the vehicle owner will be notified that they need to take action, which will include paying any fines or their plate will expire.

Expired plates will continue to be subject to roadside enforcement.

MTO and partner ministries have consulted with key stakeholders, including municipal court managers, throughout the development of this proposal. Further consultations will be held in spring 2024 to discuss the proposal in more detail.

We thank you for your support on this important initiative.

If you have further questions, please contact Katie De Palma at katie.depalma@ontario.ca.

Sincerely,

Jonathan Lebi, Assistant Deputy Minister
Ministry of Transportation



Ontario

LEGISLATIVE ASSEMBLY OF ONTARIO

Wellington-Halton Hills Provincial Riding Office
Fergus, Ontario

March 15th, 2024

The Hon. Doug Ford
Premier
Legislative Building, Queen's Park
Toronto, Ontario
M7A 1A1

The Hon. Todd Smith
Minister of Energy
10th Floor, 77 Grenville Street
Toronto, Ontario
M7A 2C1

Dear Premier and Minister,

I have recently received the attached Resolution Number 2024-072 that the Council of the Township of Puslinch passed on February 28th, 2024, about Bill 165, Keeping Energy Costs Down Act, 2024.

In its Resolution, Council expresses support for a measured approach to Ontario's energy transition and recognizes that there may not be enough electricity available to replace the energy provided by natural gas and the increased demand for electricity. Council also reiterates the need for equitable electricity rates in rural areas and the fact that natural gas currently offers an affordable option for these rural areas.

As MPP for Wellington-Halton Hills, I wanted to bring this to your personal attention and know that you and your staff will do whatever you can to help.

Please review this request and respond to Justine Brotherston, Municipal Clerk, Township of Puslinch. I would appreciate a copy of your reply being sent to our Wellington-Halton Hills Provincial Riding Office.

Thank you for your consideration.

Sincerely,

Ted Arnott, MPP
Wellington-Halton Hills

TA:jb

Encl.

c.c. Matthew Rae, MPP, Perth-Wellington
Justine Brotherston, Municipal Clerk, Deputy Clerk, Township of Puslinch

Please Reply to:

TED ARNOTT, MPP
181 St. Andrew Street East
2nd Floor
Fergus, Ontario
N1M1P9

Tel. (519) 787-5247
Toll Free: 1-800-265-2366
E-Mail: ted.arnotto@pc.ola.org



Hon. Ted Arnott, MPP
181 St. Andrew St. East
2nd Floor, Fergus
ON N1M 1P9
VIA EMAIL:
ted.arnottco@pc.ola.org

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

March 14, 2024

RE: 9.3.1 Report ADM-2024-010 Enbridge Gas Follow-Up

Please be advised that Township of Puslinch Council, at its meeting held on February 28, 2024 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2024-072: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council receives report ADM-2024-010 regarding the follow-up to the Enbridge Gas Presentation on February 7, 2024; and

Whereas access to natural gas is important to residents and businesses in our community for affordability and reliability; and

Whereas the Ontario Energy Board's (OEB) decision on Phase 1 of the Enbridge Gas 2024 rebasing application, issued on 21 December 2023, has concerning implications including putting into question the future access to natural gas that support of economic development, affordable housing growth, and energy reliability in communities such as the Township of Puslinch; and

Whereas Ontario is growing and access to affordable energy to support this growth for homes and businesses is crucial, and is a measured approach to energy transition as not having access to natural gas will stifle economic growth and put housing and energy affordability at risk; and



Whereas delivery rates for electricity in rural areas are significantly more costly than delivery rates in urban centres creating an inequity for those living in rural areas; and

Whereas Bill 165: Keeping Energy Costs Down Act, 2024, if passed, would reverse a December 2023 decision by the OEB that requires consumers to pay the cost of connecting a new home to natural gas infrastructure up front instead of over a period of 40 years; and

Whereas Bill 165: Keeping Energy Costs Down Act, 2024, if passed, would increase the OEB's Leave to Consult threshold from \$2 million to \$10 million, requiring that fewer energy projects would need OEB orders to construct a new pipeline resulting in project streamlining and focusing OEB approvals on larger, more complex projects;

Therefore be it resolved:

1. That the Township of Puslinch supports Bill 165: Keeping Energy Costs Down Act, 2024; and
2. That the Township of Puslinch supports a measured approach to Ontario's energy transition; and
3. That the Township of Puslinch recognizes that there may not be enough electricity available to replace the energy provided by natural gas and meet the increased demand from electrification; and
4. That Natural gas must continue to play an integral role in meeting the energy needs of Ontario; and
5. That the Township of Puslinch supports the need for equitable electricity delivery rates in rural areas and natural gas offers an affordable option for these rural areas at this time; and
6. That the Township of Puslinch supports the work the Government of Ontario has done to date, including the Natural Gas Expansion Program and Electrification and Energy Transition Panel's call for a clear policy on the role of natural gas to secure access to affordable energy; and
7. That this resolution be circulated to the President of AMO, Colin Best, Hon. Doug Ford,



Premier of Ontario, Hon. Todd Smith, the Minister of Energy, Hon. MPP Arnott, Hon. MPP Rae, all Ontario municipalities as significant actors to ensuring the need for natural gas in Ontario as part of a measured approach towards energy transition, and submitted to municipalaffairs@enbridge.com; and further

That Council direct staff to consult with Enbridge Gas on the next steps associated with commencing the Community Natural Gas Expansion Program in Puslinch subject to the passing of Bill 165: Keeping Energy Costs Down Act, 2024.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Justine Brotherston
Municipal Clerk

CC:

Premier of Ontario, Hon. Doug Ford,
Minister of Energy, Hon. Todd Smith
President of AMO, Colin Best,
Hon. MPP Rae,
All Ontario municipalities



Friday, March 22, 2024

Subject: Join the movement! Celebrate the International Day Against Homophobia and Transphobia on May 17.

Hello,

Fondation Émergence's mission is to educate, inform and raise awareness of the realities of LGBTQ+ people. In 2003, it created the world's first International Day Against Homophobia and Transphobia (May 17), which is now celebrated in over a hundred countries. The date commemorates the removal of homosexuality from the WHO's list of mental illnesses on May 17, 1990. Today, it's the perfect time to converge awareness-raising activities and engage in constructive, positive public dialogue to counter homophobia and transphobia.

As part of the International Day Against Homophobia and Transphobia, Fondation Émergence is inviting all municipalities to send a message of inclusion to the residents of their municipality by raising the flag on May 17.

We also invite you to pass a resolution at your municipal council to mark this important day (see template attached in the e-mail). We also invite you to send us your resolution for inclusion on our map of municipalities [Map of municipalities - May 17](#)

Last year, 249 municipalities showed their support for LGBTQ+ people. Join the movement and help us raise awareness of sexual and gender diversity in all walks of life.

What's more, we invite you to share a photo on your social networks, tagging @journee17mai with #17mai, so that your municipality radiates its inclusivity throughout Quebec.

With your support, we'll continue to make Quebec history by taking a strong stand against homophobia and transphobia. Together, we can create a Quebec that fully accepts sexual and gender diversity.

Yours sincerely,



Laurent Breault
Executive director

This document is a draft municipal resolution template for the recognition of May 17th as International Day Against Homophobia and Transphobia.

Please send a certified true copy to may17mai@fondationemergence.org

RESOLUTION OF THE MUNICIPAL COUNCIL

OF "Name of your municipality"

Date

Resolution No. "resolution number" - **International Day Against Homophobia and Transphobia**

WHEREAS the Quebec Charter of Human Rights and Freedoms recognizes that no one can be discriminated against on the basis of sexual orientation or gender identity or expression;

WHEREAS Quebec is a society open to everyone, including lesbian, gay, bisexual and trans people (LGBTQ+) and to all other people who identify with sexual diversity and the multiplicity of gender identities and expressions;

WHEREAS, despite recent efforts towards greater inclusion of LGBTQ+ people, homophobia and transphobia are still present in society.

WHEREAS May 17th is the International Day Against Homophobia and Transphobia, is celebrated as such in many countries and is the result of a Quebec-based initiative promoted by Fondation Émergence starting in 2003.

WHEREAS there is reason to support the efforts of Fondation Émergence in holding this day;

It is resolved to proclaim May 17 INTERNATIONAL DAY AGAINST HOMOPHOBIA AND TRANSPHOBIA and to recognize this day as such.

ADOPTED UNANIMOUSLY

Certified true copy

SIGNATURE

Name

Title



International Day Against
Homophobia and Transphobia



Legislative Services
Michael de Rond
905-726-4771
clerks@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

March 6, 2024

The Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Delivered by email
premier@ontario.ca

Dear Premier Ford:

**Re: Town of Aurora Council Resolution of February 27, 2024
Member Motion 8.2.7 - Mayor Mrakas; Re: Request for Amenity Sharing
Memorandum of Understanding (MOU) with School Boards for Evening/Weekend
Gymnasium Use**

Please be advised that this matter was considered by Council at its meeting held on February 27, 2024, and in this regard, Council adopted the following resolution:

Whereas the Town of Aurora recognizes the importance of fostering community engagement and providing recreational opportunities; and

Whereas schools are funded by local taxpayers; and

Whereas school gymnasiums serve as valuable amenities that can enhance recreational activities for residents; and

Whereas existing school board policies/procedures do not prioritize municipal residency within their allocation of the use of space; and

Whereas the school board charges a premium rate to use the schools on weekends causing a barrier for the Town or local organizations to afford;

- 1. Now Therefore Be It Hereby Resolved That this Council requests the Province and the Minister of Education to assist in making school board facilities available to local municipalities on a priority, at a cost recovery rate; and**
- 2. Be It Further Resolved That Council requests the School Boards within the jurisdiction of the Town of Aurora to enter into a Memorandum of Understanding (MOU) with the Town for the shared use of school gymnasiums on evenings and weekends; and**
- 3. Be It Further Resolved That a copy of this request be sent to the relevant School Boards, expressing the Town's interest in establishing a collaborative agreement for evening and weekend gymnasium access; and**

- 4. Be It Further Resolved That the Town staff is directed to collaborate with the School Boards in drafting the terms and conditions of the MOU, ensuring clarity and fairness in the shared use of these facilities; and**
- 5. Be It Further Resolved That upon reaching an agreement, the MOU shall be presented to Council for review and approval; and**
- 6. Be It Further Resolved That a copy of this Motion be sent to The Honourable Doug Ford, Premier of Ontario, The Honourable Paul Calandra, Minister of Municipal Affairs and Housing, The Honourable Stephen Lecce, Minister of Education, Marit Stiles, Leader of the Ontario New Democratic Party, Bonnie Crombie, Leader of the Ontario Liberal Party, and all MPPs in the Province of Ontario; and**
- 7. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration of support.**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Michael de Rond
Town Clerk
The Corporation of the Town of Aurora

MdR/lb

Attachment (Council meeting extract)

Copy: York Region District School Board
York Catholic District School Board
Conseil scolaire catholique MonAvenir
Hon. Paul Calandra, Minister of Municipal Affairs and Housing
Hon. Stephen Lecce, Minister of Education
Marit Stiles, Leader of the Ontario New Democratic Party
Bonnie Crombie, Leader of the Ontario Liberal Party
All Ontario Members of Provincial Parliament (MPPs)
Association of Municipalities of Ontario (AMO)
All Ontario municipalities



8. Standing Committee Reports

Moved by Councillor Thompson

Seconded by Councillor Gaertner

That the Standing Committee Reports, items 8.1 and 8.2, be received and the recommendations carried by the Committee approved, with the exception of sub-items 8.1.7, 8.1.8, 8.2.1, 8.2.4, 8.2.6, and 8.2.8, which were discussed and voted on separately as recorded below.

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, and Councillor Gallo

Absent (1): Councillor Kim

Carried (6 to 0)

8.2 General Committee Meeting Report of February 20, 2024

8.2.7 Member Motion - Mayor Mrakas; Re: Request for Amenity Sharing Memorandum of Understanding (MOU) with School Boards for Evening/Weekend Gymnasium Use

Whereas the Town of Aurora recognizes the importance of fostering community engagement and providing recreational opportunities; and

Whereas schools are funded by local taxpayers; and

Whereas school gymnasiums serve as valuable amenities that can enhance recreational activities for residents; and

Whereas existing school board policies/procedures do not prioritize municipal residency within their allocation of the use of space; and

Whereas the school board charges a premium rate to use the schools on weekends causing a barrier for the Town or local organizations to afford;

1. Now Therefore Be It Hereby Resolved That this Council requests the Province and the Minister of Education to assist in making

school board facilities available to local municipalities on a priority, at a cost recovery rate; and

2. Be It Further Resolved That Council requests the School Boards within the jurisdiction of the Town of Aurora to enter into a Memorandum of Understanding (MOU) with the Town for the shared use of school gymnasiums on evenings and weekends; and
3. Be It Further Resolved That a copy of this request be sent to the relevant School Boards, expressing the Town's interest in establishing a collaborative agreement for evening and weekend gymnasium access; and
4. Be It Further Resolved That the Town staff is directed to collaborate with the School Boards in drafting the terms and conditions of the MOU, ensuring clarity and fairness in the shared use of these facilities; and
5. Be It Further Resolved That upon reaching an agreement, the MOU shall be presented to Council for review and approval; and
6. Be It Further Resolved That a copy of this Motion be sent to The Honourable Doug Ford, Premier of Ontario, The Honourable Paul Calandra, Minister of Municipal Affairs and Housing, The Honourable Stephen Lecce, Minister of Education, Marit Stiles, Leader of the Ontario New Democratic Party, Bonnie Crombie, Leader of the Ontario Liberal Party, and all MPPs in the Province of Ontario; and
7. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration of support.

Carried

February 22, 2024

Greetings,

I am writing to you today on behalf of the Ministry of the Environment, Conservation and Parks about recent decisions to move Ontario's environmental assessment (EA) program to a project list approach as part of the government's ongoing work to modernize environmental assessment processes.

Comprehensive Environmental Assessment Projects regulation and other regulations:

Over the past several years, we have consulted extensively on the government's proposal to move to a project list approach. Beginning in April 2019, the ministry consulted on a [discussion paper](#), which outlined a modern vision for the EA program.

Then in July 2020, through the [COVID-19 Economic Recovery Act, 2020](#), the *Environmental Assessment Act* (EAA) was amended to provide the authority to make regulations to support EA modernization, including identifying projects that would be subject to EA requirements in a regulation. The move to a project list approach is a shift from the current framework, where projects are mainly subject to the EAA based on who is undertaking the project, rather than the projects potential impacts.

In fall 2020, the ministry consulted on a plain language [project list proposal](#), which identified the projects the ministry was proposing be subject to the EAA. In fall 2021 and spring 2023, the ministry then consulted on draft regulations, including a draft of the proposed [Comprehensive Environmental Assessment \(EA\) Projects Regulation](#) (Part II.3 Projects – Designations and Exemptions regulation) (2021) and a plain language update to that proposal (2023). The proposals also identified that the ministry would be updating relevant guidance and making certain related amendments to the Class EAs.

After considering the input received on the regulatory proposals and the discussion paper, a number of regulations have now been made and related actions taken to move Ontario to a project list approach. These changes came into effect on February 22, 2024 i.e., on the day that the revised provisions of the EAA providing the authority to make these regulations came into force.

The project types that are now subject to EA requirements in Ontario are those projects that are designated in the Comprehensive EA Projects regulation (i.e., significant waste projects, significant electricity generation facilities and large waterfront projects) and those project types to which a class environmental assessment (Class EA) applies. The

Comprehensive EA Projects regulation also designates projects that are exempt from the comprehensive EA requirements conditional on following a streamlined EA process (i.e. waste, electricity and transit and rail projects). There is no impact to projects that followed an individual EA and were approved. All projects which have started an individual EA application (i.e., a proposed Terms of Reference has been submitted to the Ministry) will continue in the comprehensive EA process.

We also wanted to note that these changes do not affect the continued authority under the Act to designate other projects or classes of projects as ones subject to a comprehensive EA or to enter into agreements with proponents to have the Act apply to projects that are not designated in the Comprehensive EA Projects regulation or otherwise.

Details of the decisions and changes made to move Ontario's EA program to a project list approach (the regulations, other instruments and related material) are on the Environmental Registry of Ontario at: <https://ero.ontario.ca/notice/019-4219>.

Complementary amendments to class environmental assessments:

To align Class EAs with the amendments to the EAA and the new and amending regulations made under the Act, including the Comprehensive EA Projects regulation, complementary amendments have been made to seven class EAs. Information on the amendments can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-8081>.

Updates to guidance:

Similarly, we have updated the Guides to the EA requirements for waste and electricity projects and the guidance for transit and rail projects to align these with the Comprehensive EA Projects regulation and revised provisions of the EAA. These updated documents can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-4219>.

Extension of expiry dates for certain approvals:

In November 2021, the ministry began consultation on a proposal to extend the statutory expiry date for *EAA* approvals by 10 years for certain projects.

A decision has now been made to extend the expiry date by 10 years for eight of those projects. The extensions will allow the projects to proceed instead of requiring a new environmental assessment to be completed. To ensure the protection of the environment, cultural heritage resources and source water, and to be responsive to comments received, including from Indigenous communities, the Minister made the extensions of the expiry date subject to conditions for seven of the eight projects. More information on the decision can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-4428>.

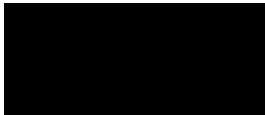
The ministry carefully considered the nature and context of each of the projects. This included input from the proponents, the outcome of consultation undertaken in relation

to the proposal to extend, including consultation with Indigenous communities, and the purpose of the Act.

We are committed to keeping you updated and working with you to build a strong EA program for Ontario. We value your perspectives on the EA program and look forward to your further participation.

Please do not hesitate to contact my team at: EAModernization.MECP@ontario.ca, or me directly at: Annamaria.Cross@ontario.ca, if you have any comments or questions.

Sincerely,



Annamaria Cross
Director, Environmental Assessment Modernization
Ministry of the Environment, Conservation and Parks

March 18, 2024

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

DELIVERED VIA EMAIL

Dear Premier Ford:

Re: Motion regarding solutions to resolve significant financial and budgetary pressures relating to infrastructure development, maintenance and repairs

Please be advised that at its regular meeting of March 12, 2024, Loyalist Township Council passed the following resolution:

Resolution 2024-49

Moved by Councillor Budarick
Seconded by Councillor Parks

WHEREAS the Province of Ontario has agreed to assume responsibility for the Gardiner Expressway and the Don Valley Parkway from the City of Toronto, which will be uploaded to the Province of Ontario;

AND WHEREAS like the City of Toronto, The Corporation of Loyalist Township and all municipalities in the Province of Ontario are experiencing significant financial and budgetary pressures including those related to infrastructure development, maintenance and repairs, and are seeking reasonable solutions to address the same while balancing their financial books;

AND WHEREAS the uploading of municipal highway infrastructure to the Province of Ontario or, alternatively, appropriately increasing the Ontario Community Infrastructure Fund to Ontario municipalities will assist municipalities in addressing such financial challenges;

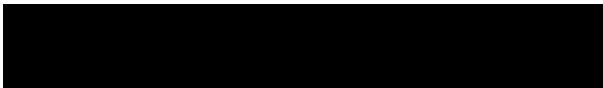
AND BE IT RESOLVED THAT:

- a. The Province of Ontario:



- upload from local municipalities the responsibility of and costs associated with the continued construction, operation, and maintenance of major municipally-owned highways throughout the Province of Ontario to the Ontario Ministry of Transportation; or
 - alternatively, if uploading is not the preferred option of the Province and/or local municipality, to appropriately increase the Ontario Community Infrastructure Fund to municipalities so as to fairly and equitably allocate resources to Ontario municipalities.
- b. A copy of this resolution be circulated the Honourable Prabmeet Singh Sarkaria, the Ontario Minister of Transportation; MPP Ric Bresee, Hastings, Lennox & Addington; the Association of Municipalities of Ontario; all municipalities in Ontario.

Kind Regards,



Anne Kantharajah
Township Clerk

Cc: the Hon. Prabmeet Singh Sarkaria, the Ontario Minister of Transportation
Ric Bresee, M.P.P., Hastings, Lennox & Addington
Association of Municipalities
All municipalities in Ontario
Jim Hegadorn, Mayor, Loyalist Township
Rebecca Murphy, CAO, Loyalist Township
Councillor Budarick, Loyalist Township
Councillor Parks, Loyalist Township



The Corporation of the Town of Cobourg

Resolution

All Ontario Municipalities

Sent via email

Town of Cobourg
55 King Street West,
Cobourg, ON, K9A 2M2
clerk@cobourg.ca
Town of Cobourg

March 8, 2024

RE: Correspondence from the Architectural Conservancy Ontario regarding Proposed Amendment to Subsection 27(16) of the Ontario Heritage Act with respect to the removal of listed (non-designated) properties from municipal heritage registers

Please be advised that the Town of Cobourg Council, at its meeting held on February 28, 2024, passed the following resolution:

WHEREAS subsection 27(16) of the Ontario Heritage Act stipulates that any non-designated heritage property listed on the municipal register of properties as of December 31, 2022 shall be removed from the municipal register on or before January 1, 2025, if the council of the municipality does not give a notice of intention to designate the property under subsection 29(1) of the Ontario Heritage Act on or before January 1, 2025; and

WHEREAS since January 1, 2023, municipal staff and members of the municipal heritage committee in the Town of Cobourg have been diligently working to: review the municipal heritage register; research the heritage value and interest of listed (non-designated) properties; review and research the heritage value and interest of non-designated properties; contact owners of such properties; determine which properties should potentially be designated in accordance with the provisions of Section 29 of the Ontario Heritage Act; and take all required steps to designate such properties; and

WHEREAS the above-noted work involving 213 listed properties in the Town of Cobourg is extremely time-consuming and cannot be completed by December 31, 2024 with the limited municipal resources available.



The Corporation of the Town of Cobourg

Resolution

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Cobourg authorize the Mayor to promptly send a letter to Doug Ford, Premier of Ontario, and Michael Ford, Minister of Citizenship and Multiculturalism, requesting that Subsection 27(16) of the Ontario Heritage Act be amended to extend the above-noted deadline for five years from January 1, 2025 to January 1, 2030; and

FURTHER THAT Council direct staff to forward this resolution to all 443 municipalities in Ontario seeking support of the ACO correspondence.

Sincerely,



Kristina Lepik
Deputy Clerk/Manager, Legislative Services



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 12, 2024

Hon. Paul Calandra
Minister of Municipal Affairs and Housing

Sent by email to: Paul.Calandra@pc.ola.org

Re: Operational Budget Funding

At its regular meeting of Council held on March 6, 2024, the Township of Amaranth Council passed the following resolution.

Resolution #: 4

Moved by: G Little

Seconded by: A. Stirk

Whereas all Ontario municipalities are prohibited from running budget deficits for operating purposes, and;

Whereas all Ontario municipalities have similar pressures with respect to aging infrastructure and operating costs for policing, and;

Whereas the City of Toronto has recently received Provincial funding to cover a \$1.2 billion dollar operating shortfall and approximately \$12 million in Federal and Provincial funding for their Police operating budget, and;

Whereas the City of Toronto has the lowest tax rates in the Province, approximately 40% less than the average Dufferin rural municipal tax rate.

Be it Resolved That the Township of Amaranth call on the Province of Ontario to treat all municipalities fairly and provide equivalent representative operational budget funding amounts to all Ontario municipalities.

CARRIED

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,

Nicole Martin, Dipl. M.A.
CAO/Clerk
C: Premier of Ontario; AMO; Ontario Municipalities

From: [AMO Communications](#)
To: [Admin](#)
Subject: AMO Policy Update – 2024 Ontario Budget and National Housing Strategy Funding
Date: Tuesday, March 26, 2024 5:51:28 PM



Policy Update – 2024 Ontario Budget and National Housing Strategy Funding

Budget 2024

This afternoon, Ontario’s Minister of Finance introduced Ontario’s [2024 Budget](#), Building a Better Ontario.

Through its pre-budget advocacy, AMO sought a commitment from the provincial government to collaborate with the municipal sector on a [social and economic prosperity review](#). Over 100 municipalities passed resolutions in support of the need to fundamentally rethink the provincial-municipal fiscal relationship.

While AMO is disappointed that this commitment was not included in today's Budget, there is no question that municipalities' concerted action resulted in critical investments in areas like infrastructure and mental health and addictions that will make a meaningful difference to municipalities.

Municipalities have effectively made the case for change. The province has shown an openness to making progress on our shared concerns and challenges. Looking towards the AMO Conference in August, AMO will continue to highlight the possibilities that a joint prosperity review represents, and the opportunity to leave a lasting legacy for communities across Ontario.

"We believe the Ontario government knows that working with municipalities is essential to their success, and to Ontario's success. Today's Budget will help municipalities to provide the infrastructure needed to support growth, housing and the economy, and to make progress on key challenges like the homelessness crisis," said Colin Best, AMO President, Regional Councillor for Halton.

Budget Highlights: Municipal Infrastructure

Today's investments in municipal infrastructure will be instrumental in helping municipalities to respond to historic levels of growth. These include:

- A new \$1 billion Municipal Housing Infrastructure Program
- Increasing the Housing-Enabling Water and Sewer Fund by an additional \$625 million
- A new \$200 million community, sport and recreation infrastructure fund

AMO looks forward to working with the province to support program implementation and continue to make the case for federal infrastructure investment.

Budget Highlights: Housing, Healthcare and Social Services

Municipalities are facing increasingly complex challenges without the financial tools to solve them. Budget 2024 makes several important commitments in response to AMO's advocacy on housing and social services, including:

- \$152 million over three years in supportive housing
- An additional \$396 million over three years for mental health and addictions supports and treatment
- Investing \$155 million to increase the construction subsidy to support the cost of developing or redeveloping a long-term care home
- Making surplus properties available to support affordable and attainable housing
- Providing \$50 million over three years to improve access to health care in rural and northern communities

Other Notable Commitments

- Introducing \$30 million over the next three years for access to an application-based grant to support specialized equipment for municipal fire services
- Launching a \$5 million application-based fund for transportation projects targeted to rural Ontario
- Empowering municipalities to impose vacant homes taxes to help improve housing supply and reduce the number of vacant units across Ontario, which includes supporting municipalities with best practices guidance
- Offering municipalities the option provide a reduced municipal property tax rate on new purpose-built rental properties
- Confirmation that a return to property assessments will not move forward until the Ministry of Finance has completed a review of the property tax system

AMO appreciates the support through Budget 2024 but the potential to achieve more together is obvious. We will continue to work with the government to secure a commitment to partner with us and undertake a social and economic prosperity review.

Risk of Losing National Housing Strategy Funding

The federal government is considering withholding almost \$355 million in funding from Ontario, and by extension municipal service managers, under the National Housing Strategy (NHS). This would have devastating impacts on low-income families and individuals, and further exacerbate the housing and homelessness crisis across the province.

[In a letter to the Ontario government](#), the federal government is attributing the reductions to a lack of progress by the province to meet the affordable housing targets under the bilateral agreement. The federal rationale does not acknowledge the unique landscape in Ontario including the funding required

to address the community housing capital repair backlog to avoid losing units in most of the oldest building stock in the country.

[Through a letter](#) to Minister Fraser, AMO is urging the federal government to work with the province to develop an NHS Action Plan that works for all parties without penalizing Ontario's most vulnerable. We would encourage members to share this message with their local MPs in advance of the March 31, 2024 deadline the federal government has set related to this important funding.

*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

To unsubscribe, please | [Opt Out](#)

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

Letter of Concern regarding Regional Public Health Ontario Laboratories

December 18, 2023

We, the undersigned, are a group of retired senior managers who were long term employees of Public Health Ontario (PHO), with extensive knowledge of regional laboratory operations and the public health system. We are writing to express our concerns with PHO's laboratory modernization plan, discussed recently in the Office of the Auditor General of Ontario's *Value-for-Money Audit: Public Health Ontario* (report dated December 2023).

Our major concern rests with the recommendation to close 6 of the 10 regional, fully accredited laboratories based in Peterborough, Orillia, Hamilton, Kingston, Sault Ste. Marie and Timmins, which serve communities in 15 public health unit jurisdictions. This change will impact about 85 laboratory personnel and a number of Infection, Prevention and Control (IPAC) staff who are also housed in some of those sites. In addition to these closures, there is a concerning recommendation to gradually eliminate drinking water testing services for Ontarians who draw their water from private drinking water systems (e.g. wells). We believe the associated risks to public health were not properly analyzed during the investigative process and such measures, if approved by the Ontario government, could be detrimental.

The regional laboratory sites serve all of PHO's clients located outside the Greater Toronto Area (GTA). They act as a first contact when specific testing is required by public health units, hospital and community labs, long term care homes, clinicians and private citizens within their regions; and they provide access to over 270 diagnostic tests related to diseases of public health significance listed in O. Reg 135/18 under the *Health Protection and Promotion Act*. The high number of specimens processed during the COVID pandemic at these locations is a testament to the ability of these labs to respond quickly to emerging pathogens, to manage outbreaks and to assist with surveillance.

The Auditor General's report has a financial focus, and in this respect, inefficiencies are outlined which we acknowledge need to be addressed. However, PHO's regional laboratory sites indicated for closure offer analyses requiring specialized training, such as the identification of parasites, ticks (important due to the increasing risk of Lyme disease), and pathogenic fungi. Having multiple sites competent in these specialty tests adds backup support into the system and enables the management of surge capacity, especially in outbreak situations. Two of these regional sites are also associated with postsecondary institutions, providing academic placements and research opportunities.

In addition to the diagnostic testing of medical samples, regional laboratory locations conduct the majority of testing for indicators of bacterial contamination in private drinking water systems, as well as public drinking water and beach water submitted by Ontario Parks and public health unit staff, supporting their Safe Water programs under Ontario public health standards. With water samples being time and temperature sensitive, any increase in the transportation time can have a negative impact on sample integrity. The current geographical configuration of PHO's laboratory network allows clients direct access to information and testing, and samples are transported from drop off depots in the communities quickly and efficiently. Loss of these regional labs could result in increased courier costs, increased turn-around times, and possible rejection of samples, due to integrity issues. In short, their closing will have a direct and dramatic impact on PHO's ability to achieve its mandate: the protection and promotion of public health.

PHO's laboratory sites test between 150,000 to 175,000 private drinking water samples each year at no cost to the submitter. With the recommendation to phase out PHO's drinking water service, private citizens who do not have access to municipally treated drinking water will have to submit their samples to a licensed private laboratory, which currently can cost more than \$150 per sample. Considering the current economic state in Ontario, some residents may consider the cost prohibitive and decide not to monitor their water source, thereby reducing sampling rates. As a result, people will be unaware of the quality of their drinking water, which can put them at a higher risk of contamination. Private drinking water sources, in particular, are susceptible to contamination at significantly higher rates than municipal systems. With the removal of this testing service at PHO, there will also no longer be a centralized database containing bacteriological test results that are available for PHO's researchers or public health unit staff, who use it to determine contamination rates in their regions.

The *Report of the Walkerton Inquiry* (2002) discusses the tragic impact of provincial budget cuts on water testing services in the 1990s in Walkerton, Ontario. In 1996, the Ministry of Environment regional laboratories were closed as a cost saving measure, and the testing that they performed on municipal drinking water systems was privatized. Justice Dennis O'Connor, who authored the Walkerton report, highlighted how this action "connected directly" to the Walkerton *E.coli* O157:H7 and *Campylobacter jejuni* outbreak in May 2000 (part 1, p. 406), which resulted in seven deaths and 2,300 illnesses. Recognizing the importance of the private drinking water testing service offered by Ontario's public health laboratory sites, Justice O'Connor suggested that the province maintain free, bacteriological water testing for private well owners.

Overall, we are concerned that, if the recommendation to close 6 of the 10 regional PHO locations and to phase out private water testing is approved, there will be serious negative impacts on public health. Rather than reduce health inequities across the province of Ontario, we feel the proposed changes will do the opposite. We caution the provincial government against acting on these recommendations without fully understanding the ramifications and the complex logistics required in specimen handling to deliver timely results. While the Auditor General's report has a financial focus, which is important, we caution that an up-to-date, independent impact assessment be carried out using a *public health* focus. Stakeholders, including members of the public, should be consulted, as well. As we have seen in the past, an effective public health network is needed, not only to ensure essential day-to-day testing, but also to respond to emerging public health emergencies, such as Walkerton, SARS, West Nile and COVID.

Key Resources

O'Connor, Dennis R. (2002). *Report of the Walkerton Inquiry*. 2 parts. Toronto: Ontario Ministry of the Attorney General. https://www.archives.gov.on.ca/en/e_records/walkerton/index.html

Office of the Auditor General of Ontario. (2023). *Value-for-Money Audit: Public Health Ontario*. https://auditor.on.ca/en/content/annualreports/arreports/en23/AR_publichealth_en23.pdf

Signatories

Rena Retallick

Former Operations Director, Regional Public Health Laboratories

CONTACT: rena.retallick@gmail.com

Jean Cousineau

Former Technical Manager, Timmins Regional Public Health Laboratory

Elizabeth Pszczolko
Former Manager, Thunder Bay Regional Public Health Laboratory

John Jessop
Former Manager, Sault Ste. Marie, Sudbury and Timmins Regional Public Health Laboratories

Leslee Shuttleworth
Former Manager, Ottawa Public Health Laboratory

Robin Eddington
Former Manager, Orillia Public Health Laboratory

Cindy Froats
Former Manager, Kingston Public Health Laboratory

Pamela O'Brien
Former Manager, Peterborough Public Health Laboratory

Suzan Breton
Former Manager, Sault Ste. Marie Public Health Laboratory

Monica Murphy
Former Quality and Technical Manager, Public Health Laboratories
Former Manager, Windsor Public Health Laboratory

Debbie Sikora
Former Manager, Kingston Public Health Laboratory

Doreen Graham
Former Senior Manager, Central North Region

Dr. Fred Ball
Former Manager, Thunder Bay Public Health Laboratory

Twyla Harcourt
Former Manager, Peterborough Public Health Laboratory

March 26, 2024

Sent by E-mail
sylvia.jones@ontario.ca

Hon. Sylvia Jones, Minister of Health
Ministry of Health
5th Floor - 777 Bay St.
Toronto, ON M7A 2J3

Re: Public Health Ontario Labs

Dear Minister Jones,

At its regular meeting held March 12, 2024, the Council of the Township of Asphodel-Norwood passed a resolution expressing concern about the possible closure of regional Public Health Ontario (PHO) laboratories, as stated in the [Office of the Auditor General of Ontario's Value-for Money Audit: Public Health Ontario](#).

WHEREAS the mission of Public Health Ontario (PHO) is to "enable informed decisions and get actions that protect and promote health and contribute to reducing health inequities", there are grave concerns that the closure of six community-based PHO labs will increase health inequities, especially for rural communities; and

WHEREAS combined these labs collect and process thousands of water samples and time sensitive medical tests each day; and

WHEREAS there are grave concerns about the integrity of samples being compromised if travel time is increased by centralizing all tests to a few locations; and

WHEREAS these labs already process overflow tests and samples when labs such as Toronto and Ottawa cannot keep up to demand and many scaled up to meet demand during the COVID-19 pandemic; and

WHEREAS frequent drinking water testing services is vital for Ontarians who draw their water from private drinking water systems (i.e. wells) and protecting groundwater quality and quantity is a shared responsibility.

As stewards of care for the *Safe Drinking Water Act, 2022*, Council urges the provincial government to take caution against acting on the recommendations stated in the aforementioned audit report.

-2-

Sincerely,



Melanie Hudson, Clerk
Township of Asphodel-Norwood

Encl./ Letter of Concern from former senior managers of Public Health Ontario (PHO)

Cc: MPP David Piccini | david.piccinico@pc.ola.org
MP Philip Larence | philip.lawrence@parl.gc.ca
Ontario Municipalities

March 25, 2024

Via Email:

Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

Re: Memorandum from H. Ellis, Council and Committee Coordinator, dated February 2, 2024 re: Whitby Sustainability Advisory Committee Request that Council Support the Ontario Energy Board's Decision to end the Gas Pipeline Subsidy

Please be advised that at its meeting held on March 18, 2024, the Council of the Town of Whitby adopted the following as Resolution # 50-24:

Whereas residents are struggling with energy bill increases and need relief; and,

Whereas natural gas is no longer the cheapest way to heat homes because electric heat pumps are now much more efficient, can provide all heating needs even in cold climates, and result in far lower energy bills compared to gas heating; and,

Whereas natural gas is methane gas, which is a fossil fuel that causes approximately one-third of Ontario's GHG emissions, and must be phased out because it is inconsistent with all climate targets, while heat pumps result in the lowest GHG emissions and are consistent with a zero-carbon future; and,

Whereas the Ontario Energy Board (OEB) decided to end a subsidy for methane gas pipelines to be built in new construction developments, effective 2025, finding that this would lower energy bills for existing gas customers and improve affordability for new homebuyers, but this decision is at risk of being overturned by the provincial government; and,

Whereas the OEB decision will help lower energy bills and encourage heating systems that are consistent with climate targets and plans; and,


Whereas the construction of new methane gas pipelines, which have 60-year lifetimes, should not be subsidized because they are inconsistent with the Town's climate targets and will result in higher carbon emissions, higher energy bills, higher future decarbonization retrofit costs to phase out fossil fuel heating, and a

continued financial drain as dollars leave the province to pay for fossil fuels extracted in other jurisdictions.

Now therefore, be it resolved:

1. That the Town of Whitby expresses its support for the decision of the Ontario Energy Board to end the gas pipeline subsidy and ask the Ontario Government to allow the decision to stand; and,
2. That this resolution be circulated to Premier Doug Ford; the Minister of Energy, Todd Smith; the Minister of Finance, Peter Bethlenfalvy; the Minister of Municipal Affairs and Housing, Paul Calandra; the Associate Minister of Housing, Rob Flack; President of AMO, Colin Best, the Region of Durham, and all local Ontario municipalities requesting support of the proposed changes.

Should you require further information, please do not hesitate to contact Sarah Klein, Director, Strategic Initiatives at 905-430-4338.


Kevin Narraway
Sr. Manager of Legislative Services/Deputy Clerk

Copy: C. Harris, Director, Legislative Services/Town Clerk – clerk@whitby.ca
S. Klein, Director, Strategic Initiatives – kleins@whitby.ca

Honourable Todd Smith, Minister of Energy
Honourable Peter Bethlenfalvy, Minister of Finance
Honourable Paul Calandra, Minister of Municipal Affairs and Housing
Honourable Rob Flack, Associate Minister of Housing
Colin Best, President of the Association of Municipalities of Ontario
A. Harras, Regional Clerk, Regional Municipality of Durham
All Ontario Municipalities



March 22nd, 2024

The Honourable Lisa Thompson
Ministry of Agriculture, Food and Rural Affairs
11th Floor
77 Grenville St.
Toronto, ON M5S 1B3

RE: Township of Adelaide Metcalfe – Request to Increase Tile Drain Loan Limit

Dear Minister Thompson,

On March 18, 2024, the Township of Adelaide Metcalfe Council approved the following resolution:

WHEREAS farm drainage is of paramount importance in Ontario due to its significant impact on agricultural productivity and sustainability. Effective drainage systems help mitigate waterlogging, control soil moisture levels, and enhance soil structure, thereby optimizing growing conditions for crops;

WHEREAS improved drainage also facilitates timely field operations, reduces erosion, and minimizes nutrient runoff, contributing to environmental conservation efforts;

WHEREAS Ontario's diverse agricultural landscape, where weather variability is common, well-maintained drainage systems play a crucial role in ensuring stable yields, economic viability, and long-term resilience for farmers across the Province;

WHEREAS the Tile Loan Drainage Act, R.S.O 1990, c. T.8 allows for the borrowing of money for the purpose of constructing drainage works;

WHEREAS the maximum annual limit for these loans, unchanged since 2004, is currently set at \$50,000.

WHEREAS costs for Tile Drainage has increased markedly since 2004;

NOW THEREFORE the Council of the Township of Adelaide Metcalfe requests that the Province through the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) consider increasing the maximum annual Tile Loan limit to a minimum of \$100,000.

AND THAT this resolution be circulated the Honourable Lisa Thompson – Ministry of Agriculture, Food and Rural Affairs (OMAFRA), the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and all Ontario municipalities.

Your consideration of Council's request is appreciated.

Kind regards,



Michael Barnier
Clerk & Manager of Legislative Services
Township of Adelaide Metcalfe
mbarnier@adelaidemetcalfe.on.ca

Cc: Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)
All Ontario Municipalities



CLEARVIEW
TOWNSHIP

Clerk's Department
Township of Clearview
Box 200, 217 Gideon Street
Stayner, Ontario L0M 1S0
clerks@clearview.ca | www.clearview.ca
Phone: 705-428-6230

March 27, 2024

Honourable Arif Virani
Minister of Justice & Attorney General
House of Commons
Ottawa, Ontario K1A 0A6

Sent by Email

RE: Township of Clearview Endorsement of Bill C-63 in the House of Commons

Please be advised that Council of the Township of Clearview at its meeting held on March 25, 2024, passed the following resolution in support of the endorsement of Bill C-63 in the House of Commons:

Moved by Councillor Dineen, Seconded by Councillor Broderick, Whereas The Canadian Federal Government has drafted Bill C-63, The Online Harms Act, currently in front of Parliament and has had its first reading; and,

Whereas Bill C-63 requires that online tech companies and social media platforms remove child pornography and other dangerous content within 24 hours once the operator identifies the content, while also mandating the following duties:

- Duty to protect children;
- Duty to act responsibly;
- Duty to remove egregious content; and,

Whereas The Canadian Federal Government proposes to establish a "Digital Safety Commission" and nominate an "independent" Ombudsperson to proactively circumvent potential harms on behalf of Canadians; and,

Whereas online tech companies and social media platforms need to adhere to existing Criminal Laws; and,

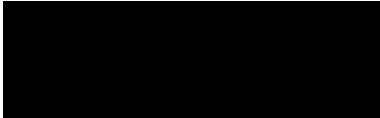
Whereas online tech companies and social media platforms need to be held accountable to keep platforms safe from predators targeting children and other vulnerable Canadians and to protect them from bullying, hate, extremism, violence, discrimination, self harm, exploitation and sexual extortion that can lead to the most dire of consequences; and,

Whereas Clearview Township, as all Canadians, endeavours to foster safe homes, communities, schools and public spaces;

Be It Resolved That the Mayor and Council of Clearview Township endorse the passing of Bill C-63 in the House of Commons and the establishment of a "digital safety commission" and nomination of an "independent" Ombudsperson; and,

That a copy of this resolution be circulated to all municipalities in Ontario; the Association of Municipalities of Ontario; Terry Dowdall, MP; The Right Honourable Justin Trudeau, Prime Minister of Canada and The Honourable Arif Virani, Minister of Justice & Attorney General of Canada. Motion Carried.

Sincerely,



Sasha Helmkey-Playter, B.A., Dipl. M.A., AOMC
Clerk/Director of Legislative Services

cc: Right Honourable Prime Minister Justin Trudeau
Simcoe Grey MP Terry Dowdall
Association of Municipalities of Ontario
Ontario Municipalities



TOWN OF SHELburne

COUNCIL RESOLUTION

No. 08

Date: 3/25/24

Moved: Councillor Benotto

Seconded by: Councillor Wegener

BE IT RESOLVED THAT Council of the Town of Shelburne encourages all levels of government to eradicate all forms of racism especially Islamophobia and antisemitism, and that this motion be sent to our MP and MPP and all municipalities.

CARRIED, W. Mills

Requested Vote to be Recorded Yes No

	Yea	Nay
Mayor Mills	<input type="checkbox"/>	<input type="checkbox"/>
Deputy Mayor Hall	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Benotto	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Fegan	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Guchardi	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Sample	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Wegener	<input type="checkbox"/>	<input type="checkbox"/>

REPORT TO: Conservation Halton Board

REPORT NO.: # CHB 01 24 05

FROM: Barbara J. Veale, Senior Director, Watershed Management & Climate Change

DATE: February 15, 2024

SUBJECT: **Advancing Natural Asset Management Practices in the Grindstone Creek Watershed**

Recommendation

THAT the Conservation Halton Board **receives for information the staff report entitled “Advancing Natural Asset Management Practices in the Grindstone Creek Watershed.”**

Executive Summary

Conservation Halton (CH) completed a study to better understand barriers that prevent the uptake of information from the Natural Asset Management project for the Grindstone Creek watershed and explore best practices for CH and partner municipalities to advance natural asset management in the Grindstone Creek watershed.

The study identified several general challenges including jurisdictional issues, a lack of definitions for and standardized approaches to integrate natural assets into municipal asset management planning, valuation challenges for natural assets that often appreciate over time, benefits and services that originate or extend beyond municipal boundaries, and how to recognize and account for multifaceted benefits and services of natural assets.

The study was funded by the Greenbelt Foundation. CH, in partnership with City of Hamilton, City of Burlington, Halton Region, Royal Botanical Gardens, and Natural Asset Initiative, engaged and worked with a consultant (Matrix Solutions Inc.) to complete the study. Study participants agreed that natural assets are important and showed a clear commitment to advance natural asset management within the context of asset management planning. Continued collaboration between municipalities, CH, and other levels of government will be needed to address and overcome the challenges identified.

Report

Background

CH, with funding from the Greenbelt Foundation and in partnership with City of Hamilton, City of Burlington, Halton Region, Royal Botanical Gardens, and Natural Asset Initiative, engaged and worked with Matrix Solutions Inc. to complete a study to explore best practices for asset management planning, including natural assets, in the Grindstone Creek watershed. This study follows the completion of the watershed-scale Natural Asset Management project in the Grindstone Creek

watershed in November 2022, the results and recommendations of which were presented to and endorsed by the CH Board on November 17, 2022 (CHBD 07 22 05).

This study had two goals:

- to better understand barriers that prevent the uptake of information from the Natural Asset Management project to be integrated into municipal natural asset management plans, and
- to identify best practices for CH and partner municipalities to overcome these barriers.

Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure, requires municipalities to have a comprehensive Asset Management Plan for all core municipal infrastructure by July 1, 2025. This includes the incorporation of “green infrastructure”, which is defined as “an infrastructure asset consisting of natural or human-made elements that provide ecological and hydrological functions and processes and includes natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces and green roofs.” Thus, as part of asset management planning, a municipality is required to establish an inventory of natural assets and consider levels of service, vulnerabilities, and mitigation approaches to climate change, among other matters.

The study was undertaken with input from the study partners. It included an engagement session with partner representatives to gain insights and facilitate a broad and in-depth discussion on the concept of natural assets, their management, and their incorporation into municipal financial and asset management plans.

Findings

The following provides a high-level summary of key study findings that are also highly applicable to other watersheds and municipalities within Ontario.

Redundancy and Shared Responsibility

Natural resources are not often quantified by the local municipality but at the watershed level. There may be redundancies in natural asset inventories across different municipalities in the same watershed. Compiling, cross-referencing, and allocating the watershed-level inventory across the municipalities in the watershed is a key first step. Some natural resources, e.g., watercourses, may be difficult to allocate to a single municipality, resulting in shared responsibilities for asset management. This results in challenges associated with allocating costs and managing natural assets among multiple municipal jurisdictions.

Planning and Collaboration

Successful natural asset management planning involves an in-depth understanding of the functioning of natural assets, the benefits and services they provide to the community, and how they may be impacted; for example, by climate change. Conservation Authorities (CAs) have extensive expertise in identifying and managing natural assets at the watershed scale. As natural assets are part of a watershed-wide natural system that functions beyond municipal boundaries, planning and collaboration between municipalities and CAs and engagement with local communities and stakeholder groups are needed to support the development of municipal asset management plans.

Available Funding and Resources

Natural asset management is a relatively new initiative. As such, there may not be sufficient funds available and allocated through municipal budgeting to maintain or restore natural assets identified in natural asset inventories. Securing additional funding may be a challenge if financial constraints exist.

Winter Performance

The performance of natural assets varies throughout the year as the seasons change and the condition of the natural asset changes. For example, the lack of tree canopy in winter and early spring may reduce or eliminate the benefits trees otherwise can provide by intercepting and transpiring water runoff. The seasonal change in level of service may be difficult to quantify.

Definition and Types of Natural Assets

There is lack of consensus on defining what constitutes a natural asset and how to classify and distinguish between natural assets (e.g., forests, wetlands, meadows), enhanced assets (e.g., raingardens, green roofs, bioswales), and engineered assets (e.g., permeable pavement, rain barrels, infiltration trenches). Watercourses present a distinct challenge with respect to how they are represented and classified because of their complex nature. Specifically, defining the boundaries of watercourses and distinguishing between natural and enhanced assets remains a challenge. Study participants expressed the need for clarity and precision in defining natural assets.

Scale

Municipalities typically include assets that they own or have control over within their jurisdiction. For natural assets, the benefits they provide likely extend or originate beyond municipal boundaries, creating challenges as to which municipality should include which natural assets into their asset management plans.

Valuation

Grey infrastructure typically depreciates and there are well-known and standardized approaches to valuing grey infrastructure assets over time. Natural asset values may appreciate over time, e.g., a mature forest providing higher level of services than a newly planted forest. Established wetlands may provide long-term benefits of carbon sequestration. There are no standardized approaches to determining natural asset values over time.

Multiple Benefits

In addition to core benefits and services, natural assets typically provide multiple benefits. A forest or wetland provides core benefits and services such as stormwater management, i.e., peak flow reduction and attenuation. A healthy wetland also provides multiple benefits such as recreation and tourism, soil retention and erosion control, carbon sequestration for climate mitigation, habitat preservation and biodiversity, and atmospheric regulation. Recognition and jurisdiction of the range of benefits and services natural assets offer often cross municipal boundaries and thus fall beyond the scope of the municipal asset management plan.

Conclusion

There are many challenges associated with incorporating green infrastructure into municipal asset management plans for many reasons. Coordination and collaboration among municipalities and CAs will help address some of these challenges. Municipal asset management best practices and approaches will evolve as they mature over time.

In undertaking, supporting, and participating in this study, partners have demonstrated their willingness and commitment to advance natural asset management in the Grindstone Creek watershed. To overcome some of the challenges identified by this study, partners recognized and emphasized the importance of well-managed data and detailed inventories of natural assets, as well as continued collaboration among neighbouring municipalities, CH, other partners, and other levels of government.

Next Steps

CH will continue to engage partners to advance the implementation of recommendations from the Natural Asset Management project for the Grindstone Creek watershed and will support partner municipalities as they develop municipal asset management plans.

Impact on Strategic Priorities

This report supports four (4) Momentum priorities including Natural Hazards and Water; Science, Conservation and Restoration; Education, Empowerment and Engagement; and Nature and Parks.

Financial Impact

There is no financial impact to this report.

Signed & respectfully submitted:



Barbara Veale, Senior Director,
Watershed Management & Climate Change

Approved for circulation:



Hassaan Basit
President & CEO/Secretary-Treasurer

FOR QUESTIONS ON CONTENT:

Barbara Veale, Senior Director,
Watershed Management & Climate Change
bveale@hrca.on.ca, 905-336-1158 x 2273

PREPARED BY:

Martin Keller, Senior Manager,
Watershed Planning & Source Protection

On the Radar



Valuing natural capital – Is it on your radar?

What was once an unknown to most CPAs and a curiosity of others, could soon be standard accounting practice.

In 2022, the International Public Sector Accounting Standards Board (IPSASB) issued a [Consultation Paper on Natural Resources](#) to develop guidance for the recognition, measurement and presentation of natural resources by public sector entities. Concurrently, a consortium of over 70 organizations from across Canada led by the Intact Centre for Climate-Resilient Infrastructure, KPMG, and the Municipal Natural Assets Initiative issued a call to Canada’s Public Sector Accounting Board (PSAB) for recognition of natural assets in accounting. The intent being to “reflect the monetary value of natural assets in Canada, including carbon sequestration and storage, flood protection and biodiversity benefits” ([Eyquem et al., 2022](#)).

Notably, this is not just a public sector trend. In 2022, the International Sustainability Standards Board (ISSB) issued two *Exposure Drafts* including [IFRS S1 – General Requirements for Disclosure of Sustainability-Related Financial Information](#) (IFRS S1) and [IFRS S2 – Climate-related Disclosures](#) (IFRS S2). The draft requirements in IFRS S1 emphasize that “sustainability-related risks and opportunities arise from an entity’s dependencies on resources and its impacts on resources” and that when an entity’s business model depends on a natural resource, such as water, “it is likely to be affected by changes in the quality, availability and pricing of that resource.” Through consultation on IFRS S2, the ISSB has received strong feedback on the importance of the connection between climate and nature, including biodiversity, deforestation, and water, and has committed to enhancing the Climate-related Disclosure Standard as it relates to resilience.

And lastly, during the UN Biodiversity Conference (COP15) in Montreal, in December 2022, the ISSB announced that it will seek feedback on a potential research project on biodiversity and ecosystems ([IFRS Foundation, 2022](#)), building on existing market-led initiatives such as the Taskforce on Nature-related Financial Disclosures (TNFD), the Capitals Coalition, and other disclosure frameworks on nature.

With such a convergence of efforts to have nature reflected on balance sheets and performance reports, it is important for CPAs to learn about approaches and methods available to assign economic value to the many benefits that natural resources, natural assets, natural infrastructure, biodiversity, and ecosystems deliver to society, the economy, and the environment.

This article is meant to help CPAs navigate the terrain ahead.

Terms used on the playing field

There are a range of relevant terms and organizations that CPAs should be aware of. While the distinction between terms can be difficult to grasp, some of the common definitions are provided below.

- **biodiversity:** The variability among living organisms from all sources including terrestrial, marine, and other aquatic ecosystems and the ecological complexes of which they are part ([CCME, 2021](#)). Biodiversity is an integral part of natural capital.
- **Capitals Coalition:** A global collaboration of more than 400 organizations, representing business, finance, government, science and other stakeholder groups, tasked with the development of decision-making frameworks to identify, measure and value organizational dependencies on natural, social, and human capitals ([Capitals Coalition, n.d.](#))
- **ecosystem:** A dynamic complex of plant, animal, and microorganism communities, along with the non-living environment interacting as a functional unit ([CCME, 2021](#)).
- **ecosystem goods and services:** Ecosystem goods include all the tangible products and materials derived from the natural environment, such as food, water, fibers, and pharmaceutical ingredients. Ecosystem services are the conditions and processes through which natural ecosystems sustain a flow of direct and/or indirect benefits to people ([CCME, 2021](#)).
- **natural assets:** The stock of natural resources and ecosystems. Examples of natural assets include wetlands, rivers, lakes, forests, fields, coastal marshes, dunes, and soils ([Eyquem et al., 2022](#)).
- **natural capital:** Often used interchangeably with natural assets, natural capital is another term for the stock of renewable and non-renewable, physical and biological resources (e.g., air, water, soils, minerals, biodiversity, plant and animal species and more) that combine to yield a flow of benefits to people ([CCME, 2021](#)).

- **natural infrastructure:** The use of preserved, restored or enhanced elements or combinations of vegetation and associated biology, land, water and naturally occurring ecological processes to meet targeted infrastructure outcomes (CCME, 2021). Examples of natural infrastructure include engineered wetlands for flood protection and water filtration, stormwater collection ponds, shelter belts, and fire breaks.
- **natural resource:** A resource that has the following attributes: (a) It is a resource as described in the IPSASB's Conceptual Framework ("an item with service potential or the ability to generate economic benefits"); (b) It is naturally occurring; and (c) It is in its natural state (IPSASB, 2022).
- **nature-positive:** Nature-positive is the biodiversity equivalent of climate change's net zero concept. Nature positive implies "no harm to nature" and "positive outcomes overall for people, climate and nature" as well as actions such as "identifying ways to account for nature in economic and financial planning and decision-making" (G7, 2021; see also Reuters, 2022).
- **Taskforce on Nature-related Financial Disclosures (TNFD):** A global task force, funded by the United Nations, governments, and philanthropic foundations, consisting of 40 members representing financial institutions, corporate and market service providers worldwide, whose mission is to develop and deliver a risk management and disclosure framework for organizations to report and act on evolving nature-related risks (TNFD, n.d.).

Natural capital for the public and private sectors

Natural capital plays a crucial role in helping public and private sector organizations deliver value. This can include a municipal government delivering a specific level of service to its citizens, such as clean water through watershed restoration or urban heat reduction using tree canopies, or a company helping to finance community resilience via the construction of an engineered wetland for flood control or wastewater treatment.

Public sector

The Town of Gibsons just north of Vancouver is one of the most cited case examples in Canada, and for good reason. The town's administrators have blazed a trail for the integration of natural assets into finance planning and reporting to help improve municipal service delivery, including understanding the value of natural assets, making better use of them, and maintaining them over time. For example, the town's groundwater aquifer "provides water storage and filtration, while delivering drinking water so pure it meets health standards without chemical treatment", while its creeks and woodland areas help manage stormwater, and its foreshore coastal area acts as a natural seawall (Municipal Natural Assets Initiative (MNAI, n.d.)).

Among these natural assets is a series of constructed and natural ponds in the White Tower Park, where economic estimates peg the value of stormwater storage to the municipality at between \$3.5-\$4 million based on replacement cost (Eyquem et al., 2022). The Town of Gibsons includes the White Tower Park Pond design and construction in its five-year general capital budget and has integrated costs associated with the ongoing operation and maintenance of its natural assets into its annual operating budget (MNAI, 2019). However, despite the direct value this natural asset brings to the town in the form of a targeted infrastructure service, Gibsons' finance administrators can't reflect the asset on its balance sheet.

The potential consequences of not being able to recognize natural assets on balance sheets are many. For instance, any degradation of such assets over time could become an undocumented liability and present an incomplete picture in a municipality's annual financial reporting. As well, with the value derived from natural assets excluded from the books, financial reporting can misrepresent the contribution of the assets to the municipal budget and potentially affect a municipality's ability to borrow over time to maintain natural assets (Eyquem et al., 2022).

However, some progressive municipalities have found ways, under the current accounting standards, for users of the municipality's financial statements to gain insights on the value and contribution of natural assets. The Town of Gibsons has added a Note to the financial statements in its 2021 Annual Report, highlighting that "The Town is fortunate to have many natural assets that reduce the need for engineered infrastructure that would be otherwise be required." The Note goes on to state, "The Town's ability to provide services is dependent on the ability of these assets to withstand the impacts of climate change and to continue to perform as required. Recognizing the importance of this, the Town is investing in natural assets to increase resiliency to climate change". The Note is included in the *Significant Accounting Policies* section under *Tangible Capital Assets* (Town of Gibsons, 2021).

Valuing natural infrastructure in Ontario's Greenbelt

In 2019, The Greenbelt Foundation and Anielski Management Inc., in partnership with the Conservation Authorities of Toronto and Region, Hamilton, and Kawartha, analyzed the economic potential of three natural asset restoration projects in Ontario's two million acre protected Greenbelt.

Saltfleet Conservation Area (Hamilton)

A creek and wetland restoration project was proposed by the Hamilton Conservation Authority to help mitigate flooding by keeping water on the landscape following significant storm and run-off events. Other co-benefits identified as part of the proposed Saltfleet Conservation Area included recreational opportunities, biodiversity, carbon sequestration, water quality provision, and nutrient regulation. The 50-year net present value of these multiple benefits was estimated at between \$24-\$44 million. The projects capital cost of \$15 million was also significantly less than a grey infrastructure alternative solution estimated to cost \$28 million.

Brock Lands Restoration Project (Toronto and Region)

The Toronto and Region Conservation Authority developed a plan to restore 400 hectares of land at the former Brock Landfill to deliver a range of services to the surrounding communities. The 50-year net present value of ecosystem services provided by the restoration was estimated at between \$60 and \$92 million based on its recreational benefit and a suite of co-benefits from the restored wetlands, meadows, and forests (e.g., flood control, water regulation and erosion control, nutrient removal, pollination, and habitat). With the estimated 50-year net present value of capital and operating costs at around \$8 million, the project represents a very positive return on investment.

Lake Scugog Enhancement Project (Kawartha)

In an effort to address high sedimentation, invasive vegetation, and eutrophication of Lake Scugog northeast of Toronto, The Kawartha Conservation Authority created a plan to enhance the lake's ecosystems while at the same time provide support for the local tourism and recreational economy. While the 50-year net present value of the local plan was approximately \$2 million short of its projected cost, the value of ecosystem services provided by the overall 54,000-hectare Lake Scugog watershed was estimated at \$220 million per year.

Source: (Greenbelt Foundation, 2019)

Private sector

Private sector companies are also taking advantage of natural assets and natural infrastructure to increase the efficiency of operations and deliver services at reduced costs, while at the same time provide other local environmental and social co-benefits. For example, Calstone Inc., a steel-based furniture manufacturer in Ontario, installed a rain garden and rainwater harvesting system at its manufacturing facility to reduce runoff to the city storm sewer system (Toronto and Region Conservation Authority, 2020). The company rerouted its roof downspouts to a system of Low-Impact Development rainwater harvesting tanks connected to four infiltration ponds constructed on site. This urban natural infrastructure solution diverts 1.8 million litres of rainwater from the city storm sewer system annually, with the ponds also serving as a recreational area for its employees.

In another example, Dow Chemical required upgrades to wastewater treatment processes at one of its Texas-based petrochemical facilities to remain compliant with the Environmental Protection Agency regulations. Rather than build a new wastewater treatment plant at an estimated cost of USD \$40 million, executives at Dow approved development of an engineered wetland with an initial start-up cost of USD \$1.4 million (Dow, n.d.).

In an analysis conducted almost 25 years after its construction, Dow estimated that in addition to the original cost avoidance of almost USD \$40 million, its natural infrastructure solution proved so efficient at reducing the pH of its effluent that they no longer had to use chemical treatment, reducing annual operation costs by around USD \$100,000 per year (Dow, n.d.).

As well, beyond achieving its intended performance for wastewater treatment, Dow's engineered wetland has delivered other environmental and social co-benefits (Dow, n.d.). For example, energy consumption was reduced given that built infrastructure components such as pumps, lighting, and cooling and heating systems were not required. The natural infrastructure components have also enhanced drought resilience for the system of wetlands in the area. The site now supports a variety of wildlife including fish, alligators, nutria, raccoons, bobcats, wild hogs, deer and produces the highest bird counts in the area, making it a recognized stop in the local Christmas Bird Count.

Frameworks and methods for valuing natural capital

Estimating the economic value of natural capital embodied in ecosystems is a growing practice in Canada and internationally. For example, [Anielski and Wilson \(2009\)](#) reported on a two-year study to “identify, inventory, and measure the full economic value of the many ecological goods and services provided by Canada's boreal region”. They estimated the total non-market value of boreal ecosystem services at \$703 billion, which is 13.8 times greater than the net market value of boreal natural capital extraction. In an urban context, the City of Calgary undertook a valuation study of its natural assets in 2021, demonstrating a range of ecosystem service benefits in the range of \$2.5 billion annually, including for recreation, amenity and enjoyment, habitat, water retention, urban heat reduction, and carbon storage ([City of Calgary, 2021](#)).

Framing concepts

Most valuation exercises of natural assets and natural infrastructure are undertaken within a total economic value (TEV) framework. TEV is comprised of use value and non-use value (Figure 1). Use value can be further categorized into: (i) direct use value, which can be either consumptive or non-consumptive; (ii) indirect use value; and (iii) option value, representing the value derived by an individual for the option to use the asset at some future time. Non-use value is less tangible and may include: (i) existence value, derived from knowing that an asset exists regardless of any use; (ii) altruistic value, derived from knowing that others of the present generation can use; and (iii) bequest value, derived from knowing that future generations can use the asset. Thus, the total economic value of a natural asset reflects multiple values, both tangible and intangible.

- **mitigation cost:** Estimating the cost of preventive expenditures, such as flood control structures in the absence of similar control provided by a wetland.
- **hedonic pricing:** Estimating the intrinsic value of natural assets derived from observed market behaviours; for example, an increase in the price of real estate owing to enhanced aesthetic views or recreational opportunities provided via urban parklands, wetlands, or tree canopies.
- **contingent valuation:** Estimating the value of natural assets based on a survey method in which respondents are asked to state their preferences in hypothetical scenarios; for example, surveying the willingness to pay for biodiversity conservation.
- **choice modelling:** Using experimental methods such as choice experiments, contingent ranking, or rating, to assess consumer preferences based on hypothetical scenarios. Statistical models are used to estimate the value of natural assets based on the respondents' preferences, collected by a survey method, and other experimental data.
- **benefit transfer:** Using estimates of value from one location, obtained by any method, and applying it to another location with similar characteristics.

Source: Based on [Pascual and Muradian \(2010\)](#) and [Pagiola \(1996\)](#).

On the more tangible end of the spectrum, the market prices method can be used to estimate the consumptive direct use value of natural assets; this method is particularly effective for physical and measurable resources, such as water, food, raw materials, or energy. Market pricing may also be applicable in certain situations for non-consumptive direct use values, such as recreation and tourism where entrance fees to a natural site exist. For other natural assets with use value, including ecosystems and biodiversity, several valuation methods are available, including estimating the replacement cost, avoided cost, or mitigation cost. The choice of the valuation method usually depends on the type of available data and on the cost of implementing the method.

Estimating the non-use value is more complex and costly. Hedonic pricing, contingent valuation, and choice modelling are the methods that rely on various statistical and experimental techniques, usually based on data collected from surveys. For example, one way to estimate the value of a natural asset is to survey the willingness of respondents to pay for its conservation and the services that it delivers. The choice of the method may also depend on the physical location of the asset. The benefits transfer method is not a valuation method in and of itself, but rather represents the use of economic values estimated for a natural asset in one location, where data is available, by any appropriate method, that are applied to a comparable asset in a different location, where data is not readily available.

The CPA's role

Using an array of valuation methodologies and guidelines on nature-related disclosures, CPAs can help public and private sector organizations in their planning and reporting phases. What gets reported, gets managed. What gets valued, gets done. CPAs can build the business case for leveraging natural assets to deliver cost effective services that not only enhance community and corporate resilience, but also generate nature-positive results for the environment.

Nature is high on the agenda of regulators and standard setters. It is only a matter of time until disclosures on ecosystems, biodiversity, and other natural assets become a habitual exercise in the public and private sectors. It is not the question of whether, but when. The time is right for CPAs to learn the new way to appreciate and account for nature. Listed below are five core questions to consider in helping your organization, or that of your clients, to leverage the potential of natural capital:

1. ***How reliant is the organization on natural assets, either directly or indirectly, to achieve objectives and deliver value?*** For instance, are value chains and supply chains impacted by deterioration of natural assets?
2. ***Can existing natural assets or newly built natural infrastructure help the organization achieve its objectives and deliver value in a more cost-effective and sustainable manner?***
3. ***Have you considered the full range of potential environmental, social and economic co-benefits that can be delivered by natural assets and natural infrastructure?***
Such 'benefit stacking' contributes to a well-informed and comprehensive business case, and can help enhance resilience and reduce carbon emissions.
4. ***How robust is the organizations Enterprise Risk Management and Business Continuity Planning?*** The physical, transition, and reputation risks posed by climate change can be material to the organization. Natural assets and natural infrastructure can play an important role in enhancing corporate and community resilience.
5. ***Are you staying abreast of regulatory developments relating to the integration of natural assets in financial reporting?*** Staying abreast of standards, guidelines and reporting frameworks will keep you ahead of the game. These include, but are not limited to, any forthcoming or potential standards and guidelines from the ISSB, IPSASB and other regulatory bodies, as well as voluntary reporting initiatives, such as the TNFD or the Capitals Coalition, as precursors to standards and guidelines.

Additional resources

[DRAFT] IFRS S1 General Requirements for Disclosure of Sustainability-related Financial Information

[DRAFT] IFRS S2 Climate-related Disclosures

IPSASB Consultation Paper on Natural Resources

Natural Capital Protocol, Capitals Coalition

Taskforce on Nature-related Financial Disclosures

Acknowledgements:

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REPORT FIN-2024-008

TO: Mayor and Members of Council

PREPARED BY: Michelle Cassar, Deputy Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: April 10, 2024

SUBJECT: 2024 Temporary Borrowing By-law
File: F11 – TDB

RECOMMENDATIONS

THAT Report FIN-2024-008 entitled 2024 Temporary Borrowing By-law be received; and

THAT Council give 3 readings to By-law No. 2024-032 being a by-law authorizing external temporary borrowings of \$1,500,000 in 2024.

Purpose

Section 407 of the Municipal Act, 2001, allows for a municipality to pass a by-law authorizing the temporary borrowing of funds of an amount that Council considers necessary to meet the current expenditures for the year. Council must pass this temporary borrowing by-law annually if they wish to utilize it in a given year.

Background

Township staff continually monitor and project the Township's cash flow requirements to ensure adequate cash is available to meet anticipated needs. Township staff would review cash deposits in the bank and short-term investments prior to utilizing the external temporary borrowings permitted in Section 407 of the Municipal Act. The temporary borrowings would only be utilized in extenuating circumstances. In at least the previous ten years, no external temporary borrowing has been required to meet current expenditures.

It is recommended that Council enact a by-law permitting staff to borrow up to \$1,500,000 in the event that it is deemed necessary to borrow funds externally to meet short-term needs until the Township’s main revenue source of property taxes is levied and collected.

Section 407 of the Municipal Act, 2001 permits a municipality to authorize temporary borrowing, until the taxes are collected and other revenues received, of an amount that Council considers necessary to meet the current expenditures for the year. Unless otherwise approved by the Local Planning Appeal Tribunal, that amount cannot exceed:

- a.) from January 1 to September 30: 50 percent of the total estimated revenues of the municipality as set out in the adopted budget; and
- b.) from October 1 to December 31: 25 percent of the total estimated revenues of the municipality as set out in the adopted budget.

For the purposes of this By-law, the estimated revenues do not include revenues derivable or derived from any borrowings, including through any issue of debentures, any prior year surplus, revenues related to tax arrears, and a transfer from a capital fund, reserve fund or reserve. The maximum amount of temporary borrowing allowed by the Act is as follows:

	2024 Budget
Total Operating Revenues	\$2,876,345
Total Taxation Levy	\$5,358,921
Less: Interest on Current Taxes	-\$155,000
Less: Penalty on Tax Arrears	-\$75,000
Prior Year Surplus Utilized	\$0
Adjusted estimated revenues	\$8,005,266

- \$4,002,633 – the maximum amount that may be borrowed at any one time on a temporary basis from January 1st to September 30th, 2024; and
- \$2,001,316.5 – the maximum amount that may be borrowed at any one time on a temporary basis from October 1st to December 31st, 2024.

The Township is able to temporarily borrow funds from the bank at the Prime Rate. In prior years, the Township has not utilized external temporary borrowings for cash flow purposes. However, a situation may arise where an unexpected payment may be required or several large payments may be required prior to the collection of property taxes.

With a temporary borrowing by-law in place, staff will have the ability to act quickly in the best financial interest of the Township by borrowing funds temporarily. At this time, it is not known

if the Township will require temporary borrowing of funds in 2024, however, it is financially prudent to have this authorization in place.

If the Township was required to borrow funds beyond a one-year period or beyond the term of Council to help finance certain approved capital projects, then the Township through Council would consider a debenture through the County of Wellington to ensure compliance with Provincial legislation.

Financial Implications

There is no financial impact to the operating budget unless borrowing is required.

As of the date of writing this Report, the Prime Rate is 7.20% as of March 20, 2024. The rates increased compared to prior year's rate of 6.70% as of April 3, 2023.

The annual interest amount owed will vary depending on how many days an amount remains drawn. Interest payments are charged on the account on a monthly basis and there is flexibility to reduce the temporary borrowing balance as the Township's cash flow becomes adequate to meet anticipated needs.

The following examples provide an illustration of the financial implications associated with temporary borrowing based on the current Prime Rate of 7.20%:

- 1.) Should the Township require temporary borrowing of \$750,000, the monthly interest owed would be approximately \$4,500 and the annual interest owed would be approximately \$54,000
- 2.) Should the Township require temporary borrowing of \$1,500,000, the monthly interest owed would be approximately \$9,000 and the annual interest owed would be approximately \$108,000

Applicable Legislation and Requirements

Section 407 of the Municipal Act

Engagement Opportunities

N/A

Attachments

None

Respectfully submitted:

Michelle Cassar
Deputy Treasurer

Reviewed by:

Mary Hasan
Director of Finance/Treasurer



REPORT ADM-2024-020

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Interim Municipal Clerk

PRESENTED BY: Justine Brotherston, Interim Municipal Clerk

MEETING DATE: April 10, 2024

SUBJECT: Repeal and Replace of Township Noise By-law

RECOMMENDATION

That Report ADM-2024-020 entitled Repeal and Replace of Township Noise By-law be received; and,

That Council give three readings to By-law 6001-24 being a by-law to regulate, prohibit and otherwise control noise in the Township of Puslinch and to repeal by-law 5001-05.

Purpose

The purpose of this report is to provide Council with a new proposed Noise By-law that is being considered for adoption in coordination with the County of Wellington member municipalities and to enable staff to submit an application to the Ministry of the Attorney General Office (MAG) to introduce Set Fines under Part II of the Provincial Offences Act.

Background

In consultation with the County of Wellington and member municipalities, staff identified the need to be update the existing by-law. This initiative is included on the Township's Corporate Work Plan as well. The proposed by-law provides a variety of provisions to address gaps in the existing by-law, which rendered many aspects unenforceable. Similar to the existing Noise By-law, general prohibitions on noise at any time has been included.

The Municipal Act provides authority for municipalities to regulate noise within the municipality. The Township and the participating municipalities have experienced issues related to noise which the existing by-law does not capture. A new Noise By-law has been drafted to include:

- A comprehensive set of definitions and provisions;
- A list of exemptions;
- A process for noise exemptions, including permit applications and submission requirements;
- Terms and conditions for resolution of non-compliance of permits.
- Regulations pertaining to administration and inspection/enforcement;
- New provisions allowing for the expansion of noise sources with the potential to adversely affect the inhabitants of Puslinch;
- Reasonable times for noise while also allowing for enforcement/restrictions on unreasonable or excessive noise during permitted times;
- Exemptions for snow removal on private and public property;
- Provisions applicable Township-wide, not just in residential areas;
- Additionally updated short form wording and set fines will align with standard rates throughout the Province.

Additionally this by-law provides a clear framework to apply for and receive an exemption from the Noise By-law. From a compliance perspective, the proposed by-law also provides expedited authority to the Municipal Clerk, an Officer, or Council to revoke a permit if the terms and conditions of the permit have not been met, or information later discovered that would have prevented the approval of the Permit.

In summary, the proposed by-law allows the OPP and Municipal Law Enforcement Officers to address a variety of noise issues not captured in the existing by-law. Furthermore, the proposed by-law provides appropriate and reasonable expectations of all residents and businesses to ensure noise related activities do not extend into unreasonable hours, affecting the right to peace and enjoyment. In order for the by-law to be enforceable by the OPP, all member municipalities are required to pass the same by-law.

To date, the following member municipalities have adopted the Draft By-law 6001-24 as presented:

Town of Minto
Township of Guelph Eramosa
Township of Centre Wellington
Township of Wellington North

Financial Implications

None

Applicable Legislation and Requirements

Municipal Act, 2001, S.O. 2001, c. 25

Provincial Offences Act, R.S.O. 1990, Chapter P.33

Engagement Opportunities

Staff from the County of Wellington and the local area municipalities were consulted in the drafting of the County-wide By-law.

Attachments

Schedule A – Draft By-law 6001-24

Respectfully submitted,

Reviewed by:

**Justine Brotherston,
Interim Municipal Clerk**

**Courtenay Hoytfox,
Interim CAO**

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 6001-24

Being a by-law to regulate, prohibit and otherwise control noise in the Township of Puslinch and to repeal by-law 5001-05

WHEREAS sections 8, 9 and 11 of the *Municipal Act, 2001* authorize the Township of Puslinch to pass by-laws necessary or desirable for municipal purposes, and in particular paragraphs 5, 6 and 8 of subsection 11(2) authorize by-laws respecting the economic, social and environmental well-being of the municipality; the health, safety and well-being of persons; the protection of persons and property; and paragraph 9 of subsection 11(3) authorizes by-laws respecting animals;

AND WHEREAS section 128 of the *Municipal Act, 2001* authorizes the Township of Puslinch to prohibit and regulate with respect to public nuisances, including matters that, in the opinion of the Council of the Township of Puslinch are or could become public nuisances;

AND WHEREAS in the opinion of the Council of the Township of Puslinch certain kinds of noise are or could become a public nuisance;

AND WHEREAS section 129 of the *Municipal Act, 2001* authorizes the Township of Puslinch to prohibit and regulate with respect to noise and, in particular, to prohibit noise unless a permit is obtained from the Township of Puslinch and to impose conditions for obtaining, continuing to hold and renewing the permit, including requiring the submission of plans;

AND WHEREAS section 425 of the *Municipal Act, 2001* authorizes the Township of Puslinch to pass by-laws providing that a person who contravenes a by-law of the Township of Puslinch passed under that Act is guilty of an offence;

AND WHEREAS the *Municipal Act, 2001* further authorizes the Township of Puslinch, amongst other things, to delegate its authority, to impose fees or charges on persons for services or activities provided or done by or on behalf of it, to provide for inspections and inspection orders, and to make orders to discontinue activity or to do work;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH HEREBY ENACTS AS FOLLOWS:

1.0. TITLE AND SCOPE

1.1. This By-law may be referred to as “**Noise By-law**”.

- 1.2. This By-law is hereby prescribed and adopted as restrictions on noise which is likely to disturb the inhabitants of the Township of Puslinch.
- 1.3. This By-law does not apply so as to prevent a Farm, as defined below, from engaging in Normal Farm Practices, as defined below.
- 1.4. Whenever this By-law refers to a Person or thing with reference to a gender or the gender neutral, the intention is to read the By-law with the gender applicable in all circumstances, and all words used in present, past, future tense shall be mean the same.
- 1.5. 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 2.1 of this By-law. Where any word appears in ordinary case, the commonly applied English language meaning is intended.
- 1.6. 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.

2.0 **DEFINITIONS:**

2.1 In this By-law:

“Clerk” means the Clerk for the Municipality, or any person designated by the Clerk;

“Construction” includes the erection, alteration, repair, dismantling, demolition, structural maintenance, land clearing, earth moving, grading, excavating, laying of pipe and conduit whether above or below ground level, application of concrete, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, any work in connection therewith, and includes preparation for future construction activity;

“Construction Equipment” means any equipment or device designed and intended for use in Construction, or material handling, including but not limited to, hand tools, power tools, air compressors, pile drivers, pneumatic or hydraulic tools, electrically operated tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, and scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, or other material handling equipment;

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

“Farm” means an agricultural operation as defined in the *Farming and Food Production Protection Act, 1998* and includes such an operation that is not carried on with the expectation of gain but otherwise meets the definition of the Act;

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;

“Motorized Snow Vehicle” means a self-propelled vehicle designed to be driven primarily on snow;

“Motor Vehicle” includes an automobile, motorcycle, motor assisted bicycle unless otherwise indicated in the *Highway Traffic Act*, and any other vehicle propelled or driven otherwise by muscular power, but does not include a streetcar or other motor vehicle running only upon rails, a power-assisted bicycle, a motorized snow vehicle, a traction engine, a farm tractor, a self-propelled implement of husbandry or a road-building machine;

“Municipality” means The Corporation of the Township of Puslinch or the geographic area of The Corporation of the Township of Puslinch, as the context requires;

“Municipal Law Enforcement Officer” means a person appointed by Council to enforce the by-laws of the Municipality pursuant to section 15 of the *Police Services Act*;

“Normal Farm Practices” means normal farm practices as defined in the *Farming and Food Production Protection Act, 1998*;

“Noise” means sound or vibration that is of such volume, level or nature that is likely to disturb the inhabitants of the Municipality;

“Officer” means a person appointed by the Ontario Provincial Police within the boundaries of the Municipality, and any Municipal Law Enforcement Officers responsible for the enforcement of this By-law;

“Off-Road Vehicle” means a vehicle propelled or driven otherwise than by muscular power or wind and designed to travel:

- (a) on not more than three wheels; or
- (b) on more than three wheels and being of a prescribed class of vehicle;

“Permit” means a permit issued by the Municipality exempting the permit holder from the provisions of this By-law, at a specific location, for a specific period of time, for a specific purpose;

“Person” means an individual, and/or a corporation;

“Point of Reception” means any point on the premises of a Person where sound or vibration originating from other than those premises is received;

“Public Utility Company” includes a business or enterprise that maintains the infrastructure for a public service and supplies essential goods and services including but not limited to water, gas, electricity, telephone, waste disposal and other communication systems;

“Vehicle” includes a Motor Vehicle, trailer, traction engine, farm tractor, road-building machine, motorcycle, bicycle and any Vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a Motorized Snow Vehicle, or the cars or electric or steam railways running only upon rails;

3.0. GENERAL PROHIBITIONS

3.1. No Person shall make any Noise which is likely to disturb the inhabitants of the Municipality.

3.2. No Person shall emit or cause or permit the emission of Noise resulting from any of the activities listed in this subsection, which is clearly audible at the Point of Reception, **at any time:**

- (a)** The operation of an engine, motor, Construction Equipment or pneumatic device without an effective exhaust, intake-muffling or other sound attenuation device, which device is in good working order and in constant operation;
- (b)** Persistent yelling, shouting, whistling, hooting or singing;
- (c)** The sounding of any alarm, bell, horn, siren or other warning device for unreasonable period of time;
- (d)** The operation of any air conditioner, heat pump, pool pump, compressor, condenser, chiller, cooling tower or similar device, which is not in good working order;
- (e)** The operation of any auditory signaling device, including by not limited to the ringing of bells or gongs and the blowing of horns or sirens, or the production, reproduction or amplification of any similar sounds by electronic means except where required or authorized by law or in accordance with good safety practices;
- (f)** All selling, hawking or other advertising by shouting or outcry or amplified sound;
- (g)** Squealing of tires on a Motor Vehicle, or Off-Road Vehicle; and,
- (h)** Operation of a Vehicle or Vehicle with a trailer resulting in banging, clanking, squealing or other like sounds due to improperly secured load or equipment, or inadequate maintenance.

4.0. PROHIBITIONS BY TIME AND PLACE

4.1. No person shall emit or cause or permit the emission of Noise or authorize the making or causing of any Noise or authorize or permit the continuation of any Noise which results from any of the activities listed in **Schedule 1** if, at the Point of Reception, such Noise is likely to disturb the inhabitants of the **Municipality during the prescribed times.**

5.0. EXEMPTIONS

5.1. Despite any other provision in this By-law, this By-law shall not apply to Noise arising from:

- (a) Activities or matters undertaken by the Municipality, the County, a local board of the Municipality or the County, or any governmental agencies that supersede the authority of the Municipality;
- (b) The operation of Vehicles and equipment utilized for the clearing and removal of snow from public or private property;
- (c) The operation of machinery by or on behalf of a Public Utility Company.

6.0. APPLICATION FOR EXEMPTION

6.1. Any Person may apply to Council to be granted an exemption from any of the provisions of this By-law through the issuance of a Permit.

6.2. The application for the issuance of a Permit shall be made in writing at least sixty (60) days prior to the commencement of the requested exemption and shall contain:

- (a) The name and contact information of the applicant;
- (b) A description of the source of the Noise for which the exemption is being sought;
- (c) The date, time and location of the activity for which the exemption is being sought;
- (d) A letter of consent from the property owner (if applicable) consenting to the exemption;
- (e) The provision or provisions of this By-law for which the exemption is being sought;
- (f) The reason why the exemption should be granted;

- (g) The name and contact information of the contact Person or Persons who will be supervising the activities for which the exemption is being sought and who will be available to address concerns raised by Persons within the area where the Noise is heard;
 - (h) Other information or documentation as requested by the Clerk to assist Council in assessing the application; and
- 6.3.** The Clerk may circulate the application for the issuance of a Permit to various Municipal departments, the County of Wellington and to the local police department to obtain feedback to present to Council.
- 6.4.** In determining whether to issue a Permit, Council shall:
- (a) Determine whether the applicant has provided all the information required by section 6.2 of this By-law;
 - (b) Determine whether the applicant has complied with all of the terms and conditions of approval of any previous temporary noise permit issued to the applicant, if any;
 - (c) Consider any negative effects the issuance of the Permit may have on neighbouring properties or the Municipality; and
 - (d) Consider any benefits the issuance of the Permit may have for neighbouring properties or the Municipality.
- 6.5.** Council may:
- (a) Issue a Permit;
 - (b) Refuse a Permit; or,
 - (c) Issue a Permit with conditions.
- 6.6.** In issuing a Permit, Council:
- (a) Shall identify:
 - i. The location and type of activity being authorized;
 - ii. The type of Noise that is being authorized;
 - iii. The days and times during which the Noise is authorized; and
 - (b) May impose conditions upon the Permit deemed suitable in the circumstances, as determined by the Council.

- 6.7.** Council may impose conditions on Permits including, but not limited to:
- (a)** The type and volume of Noise that may be made;
 - (b)** The times during which Noise may be made;
 - (c)** The date of expiry of the Permit;
 - (d)** Requiring the posting of security prior to the activity; and,
 - (e)** Requiring that the applicant, Municipal Staff, or a professional engineer to monitor the noise levels resulting from the event or activity and requiring a report of the findings to be filed with the Municipality within thirty (30) days of the event or activity, all at the applicant's expense.
- 6.8.** The Clerk shall notify the applicant of the Council's decision.
- 6.9.** Any Permit issued under this By-law shall expire on the date set out on the Permit, or if no date is set out on the Permit, the Permit shall expire forty-eight (48) hours after its issuance.
- 6.10.** Any breach by the holder of the Permit of any of its terms or conditions shall render the Permit immediately null and void.
- 6.11.** Every holder of a Permit shall comply with the terms and conditions of the Permit.
- 7.0. REVOCATION OF PERMIT**
- 7.1.** The Clerk, an Officer, or Council may immediately revoke a Permit issued under this By-law if, in their opinion:
- (a)** The terms or conditions of the Permit have been contravened; and/or,
 - (b)** The information provided pursuant to section 6.2 of this By-law is discovered to be false or misleading.
- 7.2.** The Clerk, an Officer, or Council, upon revoking a Permit, shall immediately notify the holder of the Permit of such revocation using the most expedient means available.
- 8.0. ADMINISTRATION AND ENFORCEMENT**
- 8.1.** This By-law may be enforced by any Officer.
- 8.2.** No Person shall hinder or obstruct, or attempt to hinder or obstruct, an Officer exercising a power or performing a duty under this By-law.

9.0. AUTHORITY TO ENTER

- 9.1.** Any Officer may enter onto land at any reasonable time for the purpose of carrying out an inspection to determine if this By-law or an order issued under this By-law is being complied with.
- 9.2.** For an inspection authorized by this By-law, an Officer may:
- (a)** require the production for inspection of documents or things relevant to the inspection;
 - (b)** inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - (c)** require information from any Person concerning a matter related to the inspection; and
 - (d)** alone or in conjunction with a Person possessing special or expert knowledge, make examinations, samples or photographs necessary for the purposes of the inspection.

10.0. OFFENCE

- 10.1.** Every Person who contravenes any of the provisions of this By-law is guilty of an offence and, upon conviction, is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, Chap. P.33, as amended.
- 10.2.** When a Person has been convicted of an offence under this By-law, the Provincial Offences Court or any court of competent jurisdiction thereafter may, in addition to any penalty imposed on the Person convicted, issue an order prohibiting the continuation or repetition of the offence by the person convicted.

11.0. SEVERABILITY

If any section, subsection part or parts of this By-law is declared by any court of law to be illegal or ultra vires, such section, subsection, part or parts shall be deemed to be severable and all parts hereof are declared to be separate and independent and enacted as such.

12.0. REPEAL OF BY-LAWS

- 12.1.** Upon the coming into force of this By-law, By-law 5001-05 is hereby repealed.

13.0. SCHEDULES

13.1. Schedule “1” appended to this By-law is incorporated and forms part of this By-law.

14.0. ENACTMENT

14.1. This By-law comes into force on May 1, 2024.

READ three times and finally passed this 10 day of April, 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

SCHEDULE '1' TO BY-LAW NO. 6001-24

Types of Noise		Prohibited Times
Category	Activity	
Instruments/ Human	The playing of musical instruments, including percussion instruments	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
	Operation of any device or group of connected devices intended for the production, reproduction, or amplification of voices or sound	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
Automotive/ Engines	Excessive revving of Vehicle, or Off-Road Vehicle engines	At any time
	The operation of a combustion engine for a toy or a replica of a larger device such as a remote-controlled toy airplane, which is not a conveyance and which has no purpose other than amusement	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
	Operation of any motorized conveyance other than on a highway or other place intended for its operation	2100 hours (9:00pm) of one day to 0700 hours of the next day (0900 Sundays)
Construction Related	Alterations, repairs, erection, dismantling, or any activity related to Construction	2100 hours (9:00pm) of one day to 0700 hours of the next day
	The operation of Construction Equipment, or Vehicles in connection with Construction.	1900 hours (7:00pm) of one day to 0700 hours of the next day
	Outdoor operation of any powered or non-powered tool for domestic purposes other than snow removal.	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
	Loading, unloading, packing or otherwise handling of containers etc. (unless for maintenance of an essential service or for the moving of private household effects.)	2100 hours (9:00pm) of one day to 0700 hours (7:00am) of the next day

Maintenance/ Equipment/ Appliances/ Operations	Venting, release or relief of air, steam or other gaseous material, product or compound from any autoclave, boiler, pressure vessel, pipe, valve, machine, device or system.	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
	Operation of solid waste bulk lift or refuse compacting equipment.	2100 hours (9:00pm) of one day to 0700 hours of the next day (0900 Sundays)

DRAFT

THE TOWNSHIP OF PUSLINCH

PART 1 PROVINCIAL OFFENCES ACT BY-LAW 6001-24: NOISE BY-LAW

Being a By-law to Regulate, Prohibit and Otherwise Control Noise in The Township of Puslinch and to Repeal By-law 5001-05

Item #	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
1	Make noise – disturb inhabitants of the Municipality	Section 3.1	\$400.00
2	Emit/cause/permit emission of noise from prohibited activity	Section 3.2	\$400.00
3	Emit, cause, or permit the emission of noise at a prohibited time	Section 4.1	\$400.00
4	Fail to comply with conditions of Permit	Section 6.12	\$750.00
5	Hinder or obstruct or attempt to hinder or obstruct an Officer	Section 8.2	\$800.00

NOTE: The general penalty provision for the offences indicated above is Section 10.1 of By-law no. **6001-24**, a certified copy of which has been filed.



REPORT ADM-2024-021

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Interim CAO

PRESENTED BY: Courtenay Hoytfox, Interim CAO

MEETING DATE: April 10, 2024

SUBJECT: 2024 Proposed Corporate Work Plan

RECOMMENDATIONS

THAT Report ADM-2024-021 regarding the Proposed 2024 Corporate Work Plan be received; and

THAT the Township of Puslinch Council directs staff to proceed with finalizing the document as presented [as amended] and report back to Council regarding the progress throughout the year; and

That Council direct staff to [include/remove] the County Road diet through Aberfoyle on the 2024 Proposed Corporate Work Plan.

DISCUSSION

Purpose

The purpose of the Corporate Work Plan (CWP) is to provide a summary of all projects and undertakings planned for the corporation for the calendar year. This important document summarizes the plans for the entire year for all departments and provides a method to monitor the progress all projects. The purpose of this report is to provide the proposed 2024 CWP to Council for information and endorsement.

Background

This document is a useful tool for Council and staff to have a 'one stop shop' for all projects and current estimates of the timing for each project throughout the year. Staff utilize this document

on a regular basis to monitor progress of projects, plan workloads, and plan for reporting, submissions, tenders, etc.

The 2024 proposed CWP consists of 159 identified projects/initiatives, which include:

- Annually reoccurring projects (i.e. tenders, annual reports, annual maintenance /construction activities);
- Projects identified as part of the 2024 Budget process and recommended by Council to move forward;
- Initiatives recommended by Department Heads;
- Projects that were deferred from the 2023 CWP; and
- Projects that are on going.

This is a living document, and is reviewed regularly by the CAO and the Leadership Team. Schedule “A” to this report is the most up to date information available. As conditions change, projects are adjusted accordingly for various reasons. Noted below is a summary of the proposed 2024 projects in terms of progress/completion:

1. Projects noted in green on Schedule “A” are complete: 19 projects/initiatives have been competed to date.
2. Projects noted in peach on Schedule “A” are in progress: 118 projects/initiatives are in progress and are anticipated to be completed in accordance with the timelines noted in Schedule “A”.
3. Projects noted in grey on Schedule “A” are being carried forward: 22 projects/initiatives are being carried forward in accordance with the timelines noted in Schedule “A”.

Staff are seeking Council direction related to the 2022 CWP item, the County Road diet through Aberfoyle. At the September 22, 2021 Council meeting, Council directed staff to hire a consultant to review the County Road diet through Aberfoyle as part of its 2022 Township budget process. Council set aside \$20k for this review. This project was carried forward from 2022 to 2023 and is subsequently included on the 2024 CWP. Staff are seeking Council direction regarding whether or not to proceed with this review in 2024.

FINANCIAL IMPLICATIONS

None

APPLICABLE LEGISLATION AND REQUIREMENTS

None

ATTACHMENTS

Schedule “A” Proposed 2024 Corporate Work Plan

Department Responsible	January	February	March	April	May	June	July	August	September	October	November	December
Finance	On-Going - 2023 Annual Financial Statement Audit											Ongoing - 2024 Interim Financial Statement Audit
Clerks	Complete - Fill By-law Review and Update											
Clerks	Complete - Road Activity By-law											
Clerks			Complete - Computer Replacement									
Clerks			Complete - Site Alteration Permit Applications, Website and FAQ									
Clerks	On-Going - Heritage Student Grant - Application (Complete)											
CAO	On-Going - CAO Monthly Meetings											
CAO (Clerks assist)	On-Going for 2024 - Economic Development Initiatives - My Main Street Grant Funding Application											
CAO (Clerks assist)	On-Going for 2024 - Economic Development Initiatives - Your Town Rising											
CAO	On-Going - Municipal Administration and Operations Facility - detailed design and RFP											
Building	On-Going - 2024 Quarterly Building Reports to Council											
Building (Clerks/Planning/By-law assist)	On-Going - April 1, 2024 Changes to the Conservation Act come into effect (impacts Building permits, By-law enforcement, Planning Applications, potential levy impacts)											
Building	On-Going - 2024 Major Changes to the Building Code to Review (updating the public handouts and internal SOPs)											
Building (Clerks to assist)	On-Going - Transition Site Alteration Applications to CloudPermit											
Building (Clerks to assist)	On-Going - Training and transition of Site Alteration applications to Building to facilitate											
Building	On-Going - Building permits uploaded to the Active Application Mapping											
Building	On-Going - 2024 work complete Review and Close Old Building Permits											
Planning	On-Going - County initiated Municipal Comprehensive Review											
Finance	On-Going - 2024 Various Grant Application Submissions and Reporting											
Finance	On-Going - 2024 Various Various Procurement Initiatives											
Finance	On-Going - 2024 Community Improvement Plan Financial Assistance Agreements for Eligible Applicants											
Finance	Carryforward to 2024 - Community Improvement Plan Amendment and Financial Incentives incorporating the County's new financial incentives.											
CAO (Clerks assist)	On-Going 2024 - Potential for Economic Development Committee											
CAO	On-Going - Highway 6 Bypass - including 401 and Highway 6 review of hotspots - on-going											
Clerks	Carry forward to 2024 - **The County is undergoing a review of their by-law. The Township may consider waiting to review prior to commencing it's own policy - Tree replacement policy and utilize County's as a template											
Finance	Carryforward to 2024 - Development Charges Background Study and By-law and Parkland Dedication By-law - Including Bill 23 Implications											
Finance	Carry forward to 2024 - Budget Software and Asset Management Software Implementation											
Clerks	On-Going - Records Policy (Retention, Disclosure, etc.)											
Clerks	On-Going - Comprehensive review of Township records for the purpose of updating the digital filing system											
Planning	On-Going - Zoning Amendment - Home Industry Review											
Finance	Carryforward to 2024 - Review Municipal Best Practices related to Staff Expense Policy amendments, Procurement Policy amendments, Grant Application Policy amendments, Capital Asset Policy amendments, creation of a Debt Management Policy, creation of a Donation Policy											
Clerks	On-Going - 2024 Engage Puslinch Projects											
Clerks	On-Going - Senior Committee Engagement and Report											
Clerks	Complete - Implementation of new mandatory development pre-consultation process											
Clerks	Complete - Development Pre-Consultation Guide											
Planning	On-going - Planning Application Guides											
Clerks	On-going - Community Guide and Business Directory											
Clerks	Complete - Development of Committee Goals and Objectives											
Clerks	Carry forward 2025- Develop Lobbyist Register (to include a by-law to enact the registry; code of conduct; and Accountability and Transparency Policy)											
Clerks	On-going - Server and network infrastructure replacement											
Clerks	On-going - Migration to Office 365 Implementation											
Clerks	On-going - School Parking Sign/By-law Amendment											
Clerks	On-Going - Being presented to Council in April 2024 - Noise By-law repeal and replace (County-wide update lead by CW)											
Clerks	On-Going - Heritage Permit By-law											
Clerks	Complete - Interim Tax insert Corporate Newsletter								On-Going - Final Tax insert Corporate			
Clerks									On-going - Carproate Seal By-law			
Clerks									On-Going - Sign By-law			
Clerks												Carry forward 2024 - Body camera policy/bylaw (Following Records Policy)
CAO/ HR	On-going - Review and Update HR Policies/Procedures											
CAO/ HR	On-going - Review training requirements, monitoring, and Training and Development opportunities											
CAO	On-going - Fire Administration Review											
Finance	On-Going - Assist with the financial aspects of the Compensation and Benefits review											
Finance	On-Going - Asset Management Plan and Policy updates											
Finance	On-Going - Investigate funding opportunities for electronic sign replacement.											
Finance	Complete - 2024 Interim Tax Levy Rates Report and By-law				Ongoing - 2024 Final Tax Levy Rates Report and By-law (after County sets tax policy)							
Finance												Ongoing - 2025 Annual Insurance Renewal
Finance					Ongoing - 2024 First Quarter Financial Report				Ongoing - 2024 Second Quarter Financial Report			Ongoing - 2024 Third Quarter Financial Report
Clerks	On-Going - Speical Event Permit By-law (Repeal of Publicized Display By-law)											
Planning	On-going - Home Industries Zoning Provision Amendment											
Planning	On-going - Zoning By-law House Keeping Amendment No. 2 (Tentatively scheduled)											
Clerks	On-going - Short Term Accommodation Licensing (Following Housekeeping)											
Planning	On-going - Investigate Engineering Roster (Planning, Site Alteration)											
Planning	Complete - Planning Service RFP and Contract											
Planning	On-going - Investigate Traffic Consultant Roster (Planning)											

CAO	On-Going for 2024 Continued engagement and partnership with Community groups relating to service delivery										
CAO	On-Going - Succession Planning Policy and Program Development										
CAO	On-Going for 2024 - Township Broadband Service in consultation with High Speed Internet Committee										
CAO	On-Going for 2024 - RSEDA RFP and Study Phase One - Employment Land										
Finance		Complete - 2023 Balances in Discretionary Reserves and Restricted Reserves									
Finance		Complete - 2023 Completed Capital Projects									
Finance		Complete - 2023 Public Sector Salary Disclosure and Issuing of T4's									
Finance			Ongoing - 2023 Annual Legislative Financial Reporting to Council (ie. Council Remuneration, Temporary Borrowing, Annual Building Permit Report, Development Charges, Lease Financing Agreements, Investments, General Surplus, Hedging Agreements, etc.								
Clerks											On-going - Social Media and Advertising reporting
Clerks	On-going - to be completed by March 2024 -Legislative reporting including Small Drinking Water System, AODA, Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), Cemetery reporting, etc.										
Clerks	Complete - 2024 Fibre internet implementation										
Clerks	Complete - Cloudpermit implementation - Planning and By-law Modules										
Clerks	On-going - approximately 40 to be designated in 2024 - Heritage Designation Analysis due to Bill 23 Legislative Changes										
Clerks	On-Going - Aggregate area analysis (how to limit total area, determine total area within Township) & Rehabilitation of pits in a meaningful way to the Township (trails system, ponds, etc.)										
Finance				Ongoing - 2023/2024 Canada Community-Building Fund Reporting							
Finance		Complete - 2023 Ontario Community Infrastructure Fund Reporting		Ongoing - 2024 Ontario Community Infrastructure Fund Reporting							
Finance				Ongoing - 2024 Approved Budget and 2025 Proposed Budget - Committee Reports							
Clerks	On-going - Beautification and linking between roundabouts i.e. Morrision and Aberfoyle										
Parks	On-Going to be completed in Spring 2024 - Puslinch Community Centre Park Renovation and Upgrade (Tennis Court completion scheduled for late June 2024)										
Parks				Ongoing - Old Morrision installation of new bollards							
Parks				Ongoing - Morrision Meadows safety fencing installed in front of players benches, foul poles installed, and bleachers relocated							
Parks											Carry Forward - tender to be issued in Spring 2024 - Parking lot and associated enhancements at the front of the Puslinch Community Centre
Fire	On-going - Public Education is on-going throughout the year - 2024 Aberfoyle P.S. safety program completed in March 2024										
Fire											On-going - to be completed by end of November 2024 Home Safety visit program
Finance				Ongoing - 2023 Annual Energy Consumption Reporting							
Finance				Ongoing - 2024 Conservation and Demand Management Plan							
Public Works	On-Going - to be completed in Spring 2024 - Puslinch Lake Pedestrian Access										
Facilities	On-Going - Review of Recreation and Parks Master Plan										
Public Works											On-Going - Comprehensive Speed Limit Review for Township Roads with a Posted Speed Above 60 km/hr
Public Works				Ongoing - Bridge and culvert inspections in accordance with OSIM requirements scheduled for 2025							
Public Works											Ongoing - Maple Leaf Lane - County Road 46 to End - Construction
Public Works											Ongoing - Gore Road - Valens Road to Concession 7 - Construction
Public Works											Ongoing - Gore Road - Sideroad 20 South to Valens Road - Construction
Public Works											Ongoing - Watson Road South - County Road 37 (Arkell Road) to Maltby Road East - Construction
Parks	On-Going - Parking Lot & Associated Enhancements (curbing, entrance, and additional lighting) at the front of the Puslinch Community Centre										
Finance (collaboration with Public Works and CAO)	Carry forward to 2024 - Cost recovery options related to Stormwater Management Facility maintenance										
Finance											Ongoing - 2023 Annual Reporting to TD Bank
Finance											Ongoing - 2023 Municipal Performance Measurement and Financial Information Return
Finance	On-Going - 2025 Proposed Budget including the following items as outlined in the 2023 Council Goals and Objectives: 1.) Continue base budget increases to the gravel roads improvement discretionary reserve; and 2.) Tax planning that is forward looking, transparent and right sized for the near term and longer term needs of the Township; and 3.) Continued commitment to recreation facility and road investments that are based on need and usage; and 4.) Reduce capital and operating costs by sharing more resources, doing joint purchases with municipalities.										

Finance										Ongoing - 2024 Engage Puslinch Finance related projects – Proposed User Fees and Charges, Grant Application Program, Proposed Budget
Finance						On-Going - 2025 Grant Application Program				On-Going - 2025 Grant Application Program
Finance						On-Going - 2025 Proposed User Fees and Charges				
Finance								Ongoing - 2025 Proposed Cost of Living Adjustment		
Finance						Ongoing - Asset Management Discretionary Reserve Analysis				
Fire						On-Going - 2024 Commercial Building Inspections / Dry Hydrant Inspections				
Finance										On-Going - 2024/2025 County Annual Grant Applications and Reporting (ie. accessibility, business retention, small water works)
Facilities									On-Going - Replacement of UV Pure Water Treatment System	
Facilities										On-Going - Window and Door Replacement Program at PCC
Facilities									On-Going - Gas Fired Infra-Red Heaters in Public Works Area	
Facilities									Carry forward 2024 -Municipal Office Window and Door Replacement Program and Air Curtain on Front Doors (subject to office reno)	
Facilities									Carry forward 2024 -Municipal Office Power Distribution Equipment (feeders, panels, main disconnect switch)	
Facilities									Carry forward 2024 -Municipal Office Accessible Washroom Upgrades (subject to office reno)	
Facilities									Carry forward 2024 -Municipal Office Convert Lighting to LED and Install Motion Sensors (subject to office reno)	
Facilities									Carry forward 2024 - Municipal Office HVAC Upgrades (subject to office reno)	
Facilities									On-Going - Puslinch Community Centre Roof Inspection	
Public Works										Carry forward 2025 - Kerr Crescent Storm Pond Rehab
Public Works									Carry forward 2024 - Storm Sewer Inspections and Cleaning Study/Plan	
Facilities									Carry forward 2024 - PCC and ORC Building Condition Assessment, Arc Flash Study, Infrared Scanning of Equipment	
Planning									Carry forward to 2024 - Cannabis Policy Development with County	
CAO (Clerks assist)									On-going to be completed in 2024 - Boundary Road Agreement Review	
Fire									On-going - to be completed by July 1, 2024 Community Risk Assessment- Ontario Regulation 378/18	
Fire									On-going - 2024 Structural Firefighter gear replacement	
Fire									Complete - 2023 Structural Firefighter gear replacement	
Fire									On-Going - Pump 31 Replacement	
Fire									On-Going - Fleet replacement Strategy and updates cost estimates	
Fire									On-Going - New Peer Support Committee Member and Mental Health Resources	
Fire									On-Going - 2024 Wildland Firefighting equipment	
Fire									On-Going - Pre-Fire Planning and Lightweight Building Identification Program	
Fire									Complete - Development of Public Education materials and programs	
Fire									On-Going - OFM community profile and contact list update	
Fire									On-Going - Community PAD Program	
Fire									On-Going - Renew Red Cross Instructors and Partnership Program	
Fire									On-Going - 5 year training and certification plan	
Fire									On-Going - Review & Update Vehicle Replacement Schedule with Current Pricing	
Fire									On-Going - OFM AFM designations	
Fire									On-Going - Firefighter recruitment Fall 2024	
Fire									Complete - 2023 Radio Upgrades	
Public Works										Carry forward to 2026 - Concession 1 Culvert - rehab
CAO									Carry forward to 2024/2025 - Township Strategic Plan	
CAO									On-Going - Reduce capital and operating costs by sharing more resources, doing joint purchases with municipalities	
CAO									On-Going 2024 Limit the area of Township land actively used for gravel extraction to a fixed percentage at any point in time	
CAO									Carry Forward to 2024/2025 - Update Mission Statement	
Clerks									On-going - Service Continuity Plans - Carry Forward into 2025	
Clerks									On-going - Investigate additional Puslinch Lake access with City of Cambridge and GRCA as partners	

CAO	On-going - Natural Gas to un-serviced areas									
CAO	On-going Continued engagement with the City of Guelph									
Finance										On-Going - 2025 Annual Indexing of Development Charges
HR	On-going - Talent Management, Recruitment, Selection and Onboarding									
HR	On-going - Joint Health & Safety Committee									
HR	On-going - Employee-Labour Management Relations									
HR	<ul style="list-style-type: none"> - Works with departments and employees to resolve problems and conflict situations as they occur. - Manages all employee disciplinary actions up to and including termination and litigation. 									
HR	On-going - Legislation Compliance									
HR	<ul style="list-style-type: none"> - Understands, interprets, implements, and ensures compliance with all relevant provincial and federal legislation including the Employment Standards Act, Pay Equity Act, Occupational Health and Safety Act (including harassment and workplace violence), Labour Relations Act, Ontario Human Rights Code, Accessibility for Ontarians Act, Municipal Freedom of Information and Protection of Privacy Act, Workplace Safety and Insurance Act and Bill C-45. - Keeps abreast of current professional information and developments (i.e. case law, best human resource practices, etc.) and provide to all management staff. 									
HR (department heads)	On-going - Employee Performance Appraisals									
CAO (HR/finance)	On-going - Update and Maintain Employee Job Descriptions									
HR	On-going - Compensation Market Review, Total Rewards/Compensation & Benefits									
HR	On-going - Disability Management (both occupational and non-occupational)									



REPORT ADM-2024-022

TO: Mayor and Members of Council

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: April 10, 2024

SUBJECT: Heritage Advisory Committee 2022-2026 Goals and Objectives Update

RECOMMENDATION

That Report ADM-2024-022 entitled Heritage Advisory Committee 2022-2026 Goals and Objectives Update be received for information; and,

That Council approve the addition of 2025 Priority Properties as a Heritage Advisory Committee goal and objective as presented.

Purpose

The purpose of this report is to seek Council's approval of the addition of a new goal and objective for the Heritage Advisory Committee.

Background

At the beginning of each term of Council, the Heritage Advisory Committee develops a list of Goals and Objectives for Council's approval and endorsement. The Committee's Goals and Objectives are reviewed at each meeting and additional Goals and Objective's may be added throughout the term, through either Council's referral or the Committee recommending the addition of Goal/Objective for Council's approval and endorsement. If the Goal/Objective has a budgetary impact, the Committee will submit a Goal/Objective Proposal for Council's consideration during the annual budget process. The purpose of the Goals and Objectives is to provide a structured timeline for the completion of the Heritage Advisory Committee's initiatives.

Comments

At the March 4, 2024 Heritage Advisory Committee, the Committee discussed the aforementioned topic and resolved as follows:

Resolution No. 2024-018:

Moved by Tamsin Lambert and
Seconded by Andy Day

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

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

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

CARRIED

Following Council's approval of the Goal/Objective to the Committee's 2022-2026 Goals and Objectives, sub-committees will be established to examine the properties that have not been identified through the 2023 and 2024 priority designation process. The 2025 priority properties will be established by the Committee, by applying priority ranking to the 72 priority properties that are to be removed from the Township's Heritage Register on January 1, 2025. The Committee will then report to Council at a future date with recommended priority properties for designation in 2025.

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

- Statutory Notices in accordance with the Ontario Heritage Register
- Invitation to the Township Open House
- Request for a site visit and information sharing with the property owner
- Township Heritage Webpage
- Other engagement opportunities as needed with the property owner

Attachments

None

Respectfully submitted,

Reviewed by:

**Laura Emery,
Communications & Committee
Coordinator**

**Justine Brotherston,
Interim Municipal Clerk**



REPORT ADM-2024-023

TO: Mayor and Members of Council

PREPARED BY: Laura Emery, Communications and Committee Coordinator

PRESENTED BY: Laura Emery, Communications and Committee Coordinator

MEETING DATE: April 10, 2024

SUBJECT: Launch of Puslinch Community Guide & Business directory and associated programs

RECOMMENDATION

That Report ADM-2024-023 entitled Launch of Puslinch Community Guide & Business directory and associated programs be received for information.

Purpose

The purpose of this report is to advise Council of the upcoming launch of the Puslinch Community Guide & Business Directory and associated programs beginning May 2024.

Background

Staff provided a report to Council at its June 14, 2023 Council meeting with a proposal of a Community Guide & Business Directory and associated programs to better promote, engage and support local business in the Township.

Council considered the aforementioned report and resolved as follows:

Resolution No. 2023-204: Moved by Councillor Goyda and
Seconded by Councillor Hurst

That Report ADM-2023-031 entitled Proposed Community Guide & Business Directory and associated programs be received; and

That Council direct staff to proceed with Option 3 as identified in report ADM-2023-031 and proceed with next steps as identified in the report; and

That Council direct staff to provide detailed costing during the 2024 budget process based on the option selected; and

That Council direct staff to engage with the County of Wellington requesting financial support for the program commencing in 2024 and requesting to participate in the BRNE; and

That Council direct staff to connect with the local photo club for local photos to utilize in the guide.

CARRIED

Staff submitted a grant application to the County of Wellington’s Business Retention and Expansion Grant program to support the first year of this program and received \$25,000.

Comments

Staff are in the final stages of reviewing the Community Guide and Business Directory and will be sending the document for print in the next week. The Puslinch Community Guide and Business Directory will be distributed and promoted as follows:

Date of Engagement	Media Type	Post Copy
April 22, 2024	Launch on Puslinch Economic Development Webpage	Update to accordion information to include: <ul style="list-style-type: none"> • Link to Puslinch Community Guide & Business Directory
April 22, 2024	Township Website Banner	Directing to the Township webpage & coming soon to mailboxes
April 22, 2024	Social Media (X, Facebook)	Coming soon to mailboxes
April 22, 2024	Media Release	Details regarding project.
May 2024	Direct Mail	Puslinch Community Guide and Business Directory
June 2024	Social Media (X, Facebook)	Check out Puslinch Economic Development Program
August 2024	Social Media (X, Facebook)	Check out Puslinch Community Guide and Business Directory
August 2024	Final Tax Bill Insert of Community Newsletter	“Did you know?...” And QR code link to Township Website
October 2024	Social Media (X, Facebook)	Update your business information for 2025 Guide

December 2024	Social Media (X, Facebook)	Update your business information for 2025 Guide
December 2024	Email to Businesses	Update your business information for 2025 Guide
January 2025	Interim Tax Bill Insert of Community Newsletter	Update your business information for 2025 Guide

The Puslinch Profile Features will be included in each edition of the Puslinch Pioneer. Following publication in the Puslinch Pioneer the Puslinch Profile Features will be included under Consents on the Council Agenda’s and shared through the Township’s Social Media channels on Facebook, LinkedIn, and X.

Applicable Legislation and Requirements

None

Engagement Opportunities

Social Media Engagement; Township Website; Media Release; Bi-annual Community Newsletter (tax insert); Print Advertisement.

Attachments

Schedule “A” Final Draft Community Guide and Business Directory

Respectfully submitted,

Reviewed by:

**Laura Emery,
Communications and Committee
Coordinator**

**Justine Brotherston,
Interim Municipal Clerk**

Puslinch Community Guide



2024

Township of Puslinch

General Inquiries

519-763-1226 services@puslinch.ca

Roads Department

519-763-1226 x 101 roads@puslinch.ca

Council and Committee Services

519-763-1226 x 103 admin@puslinch.ca

By-law Enforcement

519-763-1226 x 105 by-law@puslinch.ca

Facility and Hall Rentals

519-763-1226 x 107 services@puslinch.ca

Building Services

519-763-1226 x 180 building@puslinch.ca

Fire and Rescue Services

519-763-1226 x 102 admin@puslinch.ca

Planning and Zoning

519-763-1226 x 104 planning@puslinch.ca

Property Taxes

519-763-1226 x 106 services@puslinch.ca

Animal Control

519-623-6323 cambridgehumanesociety.org

Area & Emergency Services

Hydro One

1-888-664-9376

Enbridge Gas - Residential

519-837-2600

Poison Control

1-800-268-9017

Cambridge Memorial Hospital

700 Coronation Blvd., Cambridge, ON
519-621-2330

Guelph General Hospital

115 Delhi St., Guelph, ON
519-882-5350

McMaster Children's Hospital

1200 Main St. W, Hamilton ON
905-521-2100

St. Joseph's Health Care Hamilton

King Campus, 2757 King St. E., Hamilton, ON
905-522-1155

St. Joseph's Health Care Hamilton

West 5th Campus, 100 West 5th St.,
Hamilton, ON 905-522-1155

Hydro One Outages

1-800-434-1235

Wellington-Dufferin-Guelph Public Health

1-800-265-7293

OPP Non-Emergency (Rockwood)

1-888-310-1122

Grand River Hospital

835 King St. W, Kitchener, ON
519-621-2330

Hamilton General Hospital

237 Barton St, Hamilton, ON
905-521-2100

Milton District Hospital

725 Bronte St. S., Milton, ON
519-905-878-2383

St. Joseph's Health Care Centre

100 Westmount Rd., Guelph, ON
519-824-6000

St. Joseph's Health Care Hamilton

Charlton Campus, 50 Charlton Ave. E.,
Hamilton, ON 905-522-1155

Contact us

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

T. 519-763-1226

F. 519-763-5846

E. services@puslinch.ca

 [Puslinch.ca](https://puslinch.ca)

 [@TownshipofPuslinch](https://www.facebook.com/TownshipofPuslinch)

 [@TwpPuslinchON](https://twitter.com/TwpPuslinchON)

 [@PuslinchFRS](https://twitter.com/PuslinchFRS)

Regular Office Hours

Monday-Friday

9:00 a.m. to 4:30 p.m.

Saturday and Sunday
Closed

Summer Office Hours (July 2nd-August 31st)

Monday-Friday

8:30 a.m. to 4:00 p.m.

Saturday and Sunday
Closed



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Millennium Garden

29 Brock Rd S, Puslinch



Township of Puslinch Council

Mayor's Message



On behalf of the Township of Puslinch Council, we are thrilled to unveil the Puslinch Community Guide and Business Directory, a dynamic initiative aimed at strengthening our economic development programs and nurturing the growth of local businesses. This comprehensive guide is designed to elevate the visibility and accessibility of businesses within our community and serve as a valuable resource for residents and visitors alike.

More than just a guide, it serves as a gateway to explore Township services while shining a spotlight on our local community groups. Together, let's support our local economy and celebrate the spirit of Puslinch.

jseeley@puslinch.ca

Township Office: 519-763-1226

Your Councillors



Councillor Russel Hurst
rhurst@Puslinch.ca
519-763-1226



Councillor John Sepulis
jsepulis@Puslinch.ca
519-763-1226



Councillor Sara Bailey
sbailey@Puslinch.ca
519-763-1226



Councillor Jessica Goyda
jgoyda@Puslinch.ca
519-763-1226

To learn more about your council or to view meeting dates, agendas, and minutes, visit Puslinch.ca/Council.

Committees of Council



Heritage Advisory Committee

The Committee is composed of 1 Councillor and 6 members of the public.

The Committee meets on the first Monday of the month at 1:00 p.m. six times a year, or called by the Chair as required.

The responsibilities of the Heritage Advisory Committee include;

- Providing advice to Council on issues that affect the Township relating to Parts IV and V of the Ontario Heritage Act;
- Provide comments on all heritage applications and development applications that may impact existing or potential heritage properties, and demolition permits that apply to heritage properties.

Recreation Advisory Committee

The Committee is composed of 1 Councillor and 4 members of the public.

Meetings are to be held six times a year on the third Tuesday of the month at 7:00 p.m., or called by the Chair as required.

The responsibilities of the Recreation Advisory Committee include;

- Providing advice to Council on issues that affect all recreation facilities, parks, playing fields, playgrounds, programs, and the Puslinch Community Centre;
- Receiving and reviewing the operating and capital budget;
- Encouraging, promoting and assisting programs of recreation to meet the needs and interests of the community.

Planning and Development Advisory Committee & Committee of Adjustment

The Committee is composed of 1 Councillor and 4 members of the public.

The Committee meets monthly, on the 2nd Tuesday of the month at 7:00 p.m. or as called by the Chair.

The responsibilities of the Committees include;

- advising Council on issues and policies that relate to land use planning within the Township of Puslinch;
- considering applications for minor variances from the Zoning By-law.

Youth Advisory Committee

The Committee is composed of 1 Councillor and 11 youth within the Community.

The Committee meets monthly, on the first Monday of the month at 6:00 p.m. or as called by the Chair.

The responsibilities of the Youth Advisory Committee include;

- Providing advice to Council on issues that affect the young people between the ages of 12-18;
- Seek input on matters that affect them;
- Develop and strengthen communication and leadership skills through initiatives and activities held within the Township.

Rooms & Halls

Optimist Recreation Centre – Rink



With two hockey nets, a scoreboard, and sound system, the outdoor arena at the Optimist Recreation Centre is fully equipped for your next outdoor sporting event. Whether it's an ice or ball hockey game, roller skating or even roller derby, this is the ideal place to enjoy being active outdoors, year round.

Optimist Recreation Centre – Gymnasium



Inside the Optimist Recreation Centre, you'll find a full-sized gymnasium – the perfect space for a range of events and activities such as volleyball, basketball, dodgeball, floor hockey, Zumba and pilates.

Puslinch Community Centre – Alf Hales Room



The Room is ideal for small meetings and family events. The Alf Hales Room has a kitchenette with a sink and a fridge that is included in the room rental. In the past, this room has been rented for occasions such as birthday parties, family get-togethers, off-site business meetings, bridal and baby showers.

Puslinch Community Centre – Archie MacRobbie Hall



The Hall seats 200 people comfortably and has a full kitchen facility and outdoor patio that is included with the rental of the hall. This hall has been used for a variety of events such as weddings, stag and does, birthday parties, meetings, auctions and community events.

Outdoor Spaces

Morrison Meadows Picnic Pavillon



Pack a lunch and enjoy this picnic pavilion located in Morrison Meadows Park. This space is also available to rent for private events.

Puslinch Community Centre Horse Paddock



The Horse Paddock is a protected enclosure for horses that can be rented through the Township. This unique space serves as an excellent place for horse shows.



Sports Fields

Aberfoyle Baseball Diamond



Located at 23 Brock Road S between the Puslinch Community Centre and Optimist Recreation Centre. Aberfoyle baseball diamond is fully equipped with lighting for games, stands for fans to watch the game, and restroom facilities.

Morrison Meadows Baseball Diamond



Morrison Meadows baseball diamond is located off of Currie Drive in Puslinch. At Morrison Meadows baseball field, fans are invited to cheer on their team in the stands. Conveniently placed beside the field, there are restroom facilities. It is important to note that this is an unlit field.

Old Morrison Baseball Diamond



The entrance to the baseball diamond is on Main Street in Puslinch. Old Morrison baseball field is fully equipped with lighting for night games, stands for fans to watch the game, and on-site restroom facilities.

Badenoch Soccer Pitch



The Badenoch soccer field is located off Victoria Road S in Puslinch. This field has stands for fans that are located beside the field.

Puslinch Community Centre Soccer Pitches



The Puslinch Community Centre is home to two soccer pitches. The Junior Aberfoyle Soccer Pitch located behind the tennis courts and the Senior Aberfoyle Soccer Pitch which is located at the rear of the property; This soccer pitch is lit and offers bleacher seating for spectators.

Puslinch Community Centre Tennis Courts



The renovated tennis courts will be open in 2024 for both private rentals and public use. The tennis courts also have pickleball lines for the community to enjoy.

For more information or to book, contact the Services Department at 519-763-1226 x 100 or email services@puslinch.ca



Puslinch Fire and Rescue Services

Puslinch Fire and Rescue Service is a vital component of community safety consisting of dedicated firefighters who work to protect lives, protect property and protect the environment.

They play a crucial role in educating the public about fire safety, protection through fire prevention and emergency response.



Fire Safety Education Services

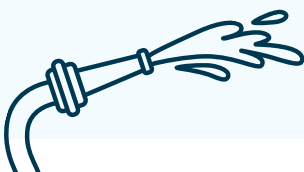
Fire Safety plays a pivotal role in enhancing public safety and reducing the risk of fire-related incidents. Through comprehensive programs and initiatives, fire safety education aims to raise awareness about fire prevention. For more information visit Puslinch.ca/FireandRescue.



Open Air Burn Permits

Open Air Burning Permits are required to be obtained before an outdoor fire is lit; brush fires, agricultural fires, outdoor fireplaces, and campfires. The by-law does not include propane or natural gas fired log sets and burning appliances. Requirements for fires including maximum size, minimum safe distances, allowed time of burning, and when not to burn are outlined in the open air permit guidelines that accompany the permit.

Permits are available online at Puslinch.ca/BurnPermit or at the Township Office.



Stay up to date on the Puslinch Fire and Rescue team by following them on X at [Twitter.com/PuslinchFRS](https://twitter.com/PuslinchFRS).

Building Permits

Most construction, renovations, additions and some repairs or plumbing work require a building permit. A permit is also required for most demolition projects. The Township requires all building permits to be submitted through CloudPermit, our online building application process. For more information regarding building permit applications visit Puslinch.ca/Building.

Building Inspections

All major phases of a construction project must be inspected to ensure the work follows the approved plans. It is your responsibility to contact the Township to request an inspection at least 24 hours before work continues from one inspection state to the next. To arrange an inspection you can book it through your CloudPermit account by visiting ca.cloudpermit.com/login or by calling 519-763-1226 x 180.

Call Before You Dig

Ontario One Call is a free 24/7 service that helps homeowners ensure their digging location is safe prior to starting a project. You can reach them toll-free at 1-800-400-2255 or visit ontarioonecall.ca.



Planning and Development

The Township of Puslinch is the approval authority for the following planning and development applications:

- Mandatory Planning Pre-Consultation Meetings
- Zoning By-law Amendments
- Minor Variances
- Site Plan Control
- Site Alteration Permits
- Entrance Permits



The County of Wellington is the approval authority for the following planning and development applications:

- County of Wellington Official Plan Amendments
- Local Official Plan Amendments
- Subdivisions (Township Council is final approval authority for Subdivision Agreements)
- Condominiums (Township Council is the final approval authority for Condominium Agreements)
- Consent to Sever

For more information visit the Township's Planning and Development page at Puslinch.ca/Planning.

Local Parks, Trails & Playgrounds



 **Historic Corner Block**
57 Queen St, Morriston

Smith Property Loop Hiking Trail

735 Arkell Rd, Puslinch

Starkey Hill Trail

735 Arkell Rd, Puslinch

Mountsberg Lakeshore Lookout

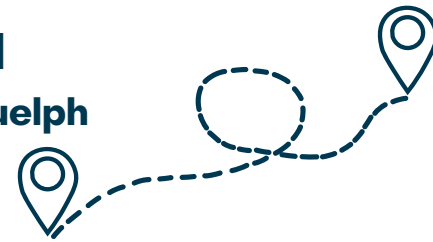
2259 Milborough Line, Campbellville

Radial Line Trail

295 Victoria Rd S, Guelph

Little Tract

6746 Concession Rd 4, Puslinch



Boreham Park

38 Boreham Dr, Puslinch

Millennium Garden

29 Brock Rd S, Puslinch

Badenoch Tract

4217 Watson Rd S

Morriston Meadows Park & Picnic Pavilion

3 Currie Dr, Morriston



 **Boreham Park**
38 Boreham Dr, Puslinch

Conservation Areas

Conservation Halton Parks

Area 8
Crawford Lake
Hilton Falls
Kelso

Mount Nemo
Mountsberg
Rattlesnake Point
Robert Edmondson



Grand River Conservation Areas

Belwood Lake
Brant
Byng Island
Conestogo Lake
Elora Gorge
Elora Quarry

Guelph Lake
Laurel Creek
Luther Marsh
Pinehurst Lake
Rockwood
Shade's Mills



Hamilton Conservation Areas

Christie Lake
Confederation Beach Park
Crook's Hollow
Devil's Punchbowl
Dofasco 2000 Trail
Dundas Valley
Eramosa Karst
Fifty Point

Fletcher Creek
Saltfleet
Spencer Gorge
Tiffany Falls
Valens Lake



Business Directory



Small businesses are the cornerstone of our local economy and key to thriving communities - creating jobs, driving innovation and generating wealth for Canadians.

At the time of publication, all information is correct to the best of our knowledge. It is always best to call, email or visit the website of a business for the most up-to-date information.

Avalon Equestrian

6620 Concession 1, Puslinch,
ON, 519-841-2373

Bee Sweet Nature Co.

4182 Sideroad 20 S, Puslinch,
ON, 519-763-0370

rick@beesweetnature.ca

www.beesweetnature.ca

Brae Ridge Farm & Sanctuary

7667 Maltby Rd E, Puslinch, ON
226-924-4065

penny@braeridgefarm.com

www.braeridgefarm.com



Brielle Dog Grooming

56 Gilmour Rd, Puslinch, ON
519-763-1689

Bryan's Farm & Industrial Supply

4062 Highway 6 N, Puslinch, ON
519-837-0710

info@bryansfarm.com

Calmwaters Fly Fishing

1937 McClintock Dr, RR#22,
Cambridge, ON, 519-658-5306

flyfish@calmwaters.ca

Agricultural



Chassagne Farm

6783 Concession 1, RR#2,
Puslinch, ON, 519-651-2160

carole@chassagne.ca

www.chassagne.ca

Classy Lane Training Centre

6923 Concession 1, RR#2,
Puslinch, ON, 519-521-7400

www.classylanestables.com

Corwhin Herbs & Produce

4402 Concession 11, Moffat, ON
519-223-1287

corwhinherbs@gmail.com

Diamond in the Ruff Pet Retreat

7625 Leslie Rd W, Puslinch, ON
519-837-4473

info@diamondpet.ca

Eastern Farm Machinery Ltd.

10 Nicholas Beaver Rd, RR#3,
Puslinch, ON, 519-763-2400

sales@easternfarmmachinery.com

Eckhoridge Farms

7698 Leslie Rd W, Puslinch, ON
eckhoridge@hotmail.com

For the Win Equestrian

4272 Watson Rd S, Puslinch, ON
226-203-4153

alana@forthewinequestrian.com

Forestell's Christmas Trees

4556 Sideroad 20 N, Puslinch, ON
519-831-1942

danforestell@icloud.com

Garden of Puslinch Farm

4576 Wellington Rd 32,
Cambridge, ON

Genesis Equestrian Centre

4272 Watson Rd S, Puslinch,
ON, 519-400-9023

Chickadee Christmas Trees

6639 Wellington Rd 24,
Cambridge, ON, 519-654-2029

www.chickadeechristmastrees.ca

chickadeetrees@sympatico.ca



Business Directory



Agricultural

GR365N Ltd.

4149 Watson Rd S, Guelph, ON
519-362-3126
info@gr365n.com

Hall Hollow Fresh Food Farm

568 Watson Rd S, Guelph, ON
519-831-1175
info@hallhollow.com

Heritage House Farms Ltd.

4597 Sideroad 12 N, Puslinch, ON
519-820-5962
nicole@heritagehousefarms.com

Irish Creek Stables

6530 Wellington Rd 34,
Cambridge, ON, 519-212-3010
irishcreek@bellnet.ca

Izumi Aquaculture

7073 Concession 1, Cambridge,
ON, 905-798-0025
info@izumiaquaculture.com

Jingle Bills Christmas Tree Farm

7373 Concession 1, Puslinch, ON
519-546-4659
info@jinglebills.ca

Ho Ho's Christmas Trees

4458 Victoria Rd S, Puslinch,
ON, 519-763-1098
hohostrees@gmail.com



JohnMel Stables Inc.

4087 Watson Rd S, Puslinch, ON
519-829-8024
johnmelstablesinc@gmail.com

Kallonen Maple Farms

4421 Sideroad 10 N, Puslinch, ON
519-240-7035
kallonenmaplefarm@gmail.com

Norman Doud Estate & Boarding Stables

6637 Concession 2, RR#22,
Cambridge, ON, 519-240-1680

Parker Family Farm

4616 Watson Rd S, Puslinch, ON
519-822-2148
logonhorses@gmail.com

Poultry Industry Council

483 Arkell Rd, Guelph, ON
519-837-0284
pic@poultryindustrycouncil.ca

Reidco Farms

6788 Wellington Rd 34, Puslinch,
ON, 519-249-6540
reidcofarms@hotmail.com

Ritzmann Farm

6657 Concession 2, RR#2,
Cambridge, ON, 519-504-1481
cjritzmann@gmail.com

Share A Tree Farm

7646 Wellington Rd 34, Puslinch,
ON, 519-400-2445
shareatree06@gmail.com

Sunrise Therapeutic Riding and Learning Centre

6920 Concession 1, Puslinch, ON,
519-837-0558
info@sunrise-therapeutic.ca

The Donkey Sanctuary of Canada

6981 Concession 4, Puslinch, ON,
519-836-1697
info@thedonkeysanctuary.ca

Wagyu World

4157 Highway 6 S, Puslinch, ON,
519-223-4444
wagyuworld@gmail.com

Wild Leek Farm

237 Carter Rd, Puslinch, ON
604-319-7904
danie@wildlook.farm

Yoga at Squivelton Farm

4545 Sideroad 10 N, Guelph, ON
519-401-3265
yoga@squiveltonfarm.com



Business Directory

Arts, Entertainment and Recreation

Badenoch Community Centre

4217 Watson Rd S, Puslinch, ON,

519-822-5232

badenocc@gmail.com

Puslinch Community Centre

23 Brock Rd S, Puslinch, ON,

519-763-1226

services@puslinch.ca

Puslinch Lake Golf Course

6527 Ellis Rd, Cambridge, ON,

519-489-6767

info@puslinchlakegolf.ca

Victoria Park East Golf Club

1096 Victoria Rd S, Puslinch, ON

519-821-2211

badenocc@gmail.com

Victoria Park Valley Golf Club

7660 Maltby Rd E, Puslinch, ON

519-821-1441

golf@victoriaparkvalley.com

McClintock's Water Ski School

44 McClintock Drive, Cambridge,

ON, 226-444-4754

info@skimclintocks.com



Automotive Repair and Construction

Aberfoyle Truck Center

7 Tawse Place, Puslinch, ON

519-836-3700

badenocc@gmail.com

Michael's Mobile Truck & Trailer Repair Inc.

7426 Wellington Rd 34, Puslinch, ON, 519-780-2710

m.mobile@bellnet.ca

Hayden's Aberfoyle Garage Inc.

2 Brock Rd N, RR#3, Puslinch, ON

519-763-1233



Quality Lube and Tires Auto Centre

288 Brock Rd S, Puslinch, ON

519-823-5823

AC&D Roofing

6508 Roszell Rd RR#21,

Cambridge, ON, 519-505-7106

adamredwards83@gmail.com

Aitons' Comfort-Aire

11 Nicholas Beaver Rd, Puslinch,

ON N1H 6H9, 519-824-2911

Anthony Homes

6960 Concession 4, Puslinch, ON

NOB 2J0, 519-546-4642

info@anthonyhomes.ca

anthonyhomes.ca

A1 Deck and Fence

19 Fox Run Dr, Puslinch, ON,

519-760-2277

Cooper Connectionz

4530 Wellington Rd 35, Puslinch, ON, 519-831-4066

copperconnectionz@icloud.com

copperconnectionz.com

Darmax Inc.

7602 Wellington Rd 36, Puslinch,

ON, 519-823-5444

georgeh@darmaxinc.ca

Dallsons Electric Ltd.

935 Watson Rd S, RR#1, Puslinch, ON, 519-767-0768

info@dallsonselectric.com

Business Directory



Construction

Arkell Ridge Sand & Gravel

661 Watson Rd S, Puslinch, ON
519-993-7192
arkellridge@gmail.com
www.arkellridge.com

Ferraro Construction Group

7684 Maltby Rd E, Puslinch, ON
519-822-2324
andrew@ferraroconstructiongroup.com



Just Decks

7728 Wellington Rd 34, Puslinch,
ON, 519-822-1369
brad@justdecks.net
www.justdecks.net

Frost Electric

32 Badenoch St E, Morriston, ON
519-829-5105, frostelectric.ca
john@frostelectric.ca

George R. Good Construction

519-822-4188
info@goodbuildsbetter.ca

Manor & Croft Design

603 Arkell Rd, Puslinch, ON
519-767-4454
studio@manorandcroftdesign.ca

Mast Works

519-827-4042
mastworks@hotmail.com

North America Construction (1993) Ltd.

21 Queen St, Morriston, ON
519-821-8000
nac@nacsworld.com

Sloot Construction

661 Watson Rd S, Puslinch, ON
519-836-6142
admin@slootconstruction.com



Prior Construction Corporation

9 Kerr Cres, Puslinch, ON
519-763-1542

Delsan Electric Inc.

7445 Boyce Dr, Puslinch, ON
519-836-9414

Go Hard Corporation

49 Holly Trail, Puslinch, ON
519-212-1296
chris@gohardcorp.com
www.gohardcorp.com



Construction businesses play a vital role in stimulating the Puslinch economy by generating job opportunities and injecting capital through infrastructure development.

Business Directory

Health Care & Personal Services



Aberfoyle Chiropractic & Wellness
32 Brock Rd N, Puslinch, ON
519-763-1200
info@aberfoylewellness.com

The Folklore Barber and Company
38 Queen St, Morriston, ON
519-766-4111
folklore@folklorebarber.com

Evolve Counselling Services
40 Brock Rd S, Puslinch, ON
519-830-9901
info@evolvetherapy.ca

Kathy Kinzie, RMT
967 Townline Rd, Puslinch, ON
519-651-0401
info@evolvetherapy.ca

The Cabbage Patch Farm
4545 Sideroad 10 N, Puslinch, ON , 289-687-6544

Morriston Pharmacy
6 Telfer Glen St, Morriston, ON
519-824-9310

Morriston Medical Centre
6-A Telfer Glen St, Morriston, ON, 226-251-0422

Energetically Spoken
4725 Watson Rd S, Puslinch, ON
226-780-6700
energeticallyspoken@gmail.com

The Centre of Integrative Natural Medicine
3 Badenoch St, Morriston, ON
519-763-6340
info@itsyourhealth.ca

LRS Wellness
16 Ochs Dr, Morriston, ON
647-812-5182
info@lrswellness.com

The Barefoot Medium
6519 Gore Rd Telfer Glen St, Cambridge, ON
519-824-9310

Professional Services

Armour Mechanical Inc.
4284 Watson Rd S, Puslinch, ON
519-993-4347
general@armourmech.ca
www.armourmech.ca

Banks Groundwater Engineering Limited
940 Watson Rd S, Puslinch, ON,
519-829-4808
info@banksgroundwater.ca

Douglas McCaw
7673 Leslie Rd W, Morriston, ON

Calmwaters Book Keeping
47 McClintock, Cambridge, ON,
519-658-1158
calmwater@calmwaters.ca

Investment Planning Counsel
12 Deer View Ridge RR #3,
Puslinch, ON
pembro@ipcc.org

Anderson & Goodrow Equine Vet Services
6923 Concession 1, Puslinch, ON, 519-767-1040

Ironfin
519-803-7274
twhiteley@ironfin.com
www.ironfin.com

'We bring ideas to life'



Business Directory



Professional Services

AquaTox Testing & Consulting Inc.

11B Nicholas Beaver Rd. RR #3,
Puslinch, ON, 519-763-4412
info@aquatox.ca

Otterstone Industries Inc.

40 Winer Rd, Puslinch, ON
519-836-0301

Phipps & Associates Inc.

52 Bridle Path, Puslinch, ON
519-836-9328

Quantum Slice Corporation

contact@quantumslice.com

The Eye's the Limit

24 Lake Rd, Cambridge, ON
519-222-7427
info@theeyesthelimit.com

Up Photography

6595 Wellington Rd 24, Puslinch,
ON, 519-573-4599
info@upphotography.com

The Local Ledger

519-830-4043
thelocalledger@gmail.com

William A Sims Chartered Accountant

4238 Concession 7, Morriston, ON



Morriston Veterinary Clinic

29 Queen St, Morriston, ON
contact@morristonvetclinic.com
519-767-0016

Impact Bridges Group

4029 Sideroad 20 S, Puslinch, ON
416-558-1954
info@impactbridgesgroup.com
www.impactbridgesgroup.com

Bedtime Beginnings

4460 Victoria Rd S, Puslinch, ON
416-558-1954
brooke@bedtimebeginnings.com
www.bedtimebeginnings.com

Veterinary Allergy Dermatology and Ear Referral Clinic

20 Queen St, Morriston, ON
519-821-7546



The professional services industry serves as a cornerstone for economic development in local communities by offering specialized expertise and support across various sectors.

Its presence fosters innovation and attracts further investment, driving sustainable growth in the Puslinch community.



BoostUs Social

226-338-8480
shannon@boostussocial.ca
www.boostussocial.ca

Business Directory

Institutional

Aberfoyle Public School
16 Old Brock Rd, Puslinch, ON
519-651-0401
aberfoyle.ps@ugdsb.on.ca

Duff's Presbyterian Church
319 Brock Rd S, Puslinch, ON
519-763-1163
office@duffschurch.ca

Morrison Park Nursing Home
7363 Calfass Rd, RR#2, Puslinch,
ON, 519-822-9179

Mount Carmel-Zion United Church
22 Victoria St, Morrison, ON
519-822-8610
morrisonunitedchurch@gmail.com
morrisonunitedchurch.com

**Wellington County Library,
Puslinch Branch**
29 Brock Rd S, Puslinch, ON
519-763-8026

The Little Country School
6517 Wellington Rd 34, Puslinch,
ON

Whistle Stop Coop Preschool
23 Brock Rd S, Puslinch, ON
519-239-9878

Mini Lakes Residents Association
7541 Wellington Rd 34, Puslinch, ON
519-763-1365



Arkell United Church
600 Arkell Rd, Puslinch, ON
519-821-7623
arkellunitedchurch@hotmail.com
www.arkellunitedchurch.ca

Transportation & Warehousing



Freight In Motion Brokerage Ltd.
28 Kerr Cres, Puslinch, ON
519-824-2424

Schneider National Inc.
7475 McLean Rd, Puslinch, ON

Icon Transportation Logistics Ltd.
34 Winer Rd, Puslinch, ON
519-824-9888

TransX Group of Companies
7459 McLean Rd, Puslinch, ON
519-763-9330

Wayfreight Services Ltd.
10 Kerr Cres, Puslinch, ON
519-829-2494

JK Hunt Trucklines
7294 Mason Rd, Puslinch, ON
1-800-263-8267

Laidlaw Carriers Van LP
21 Kerr Cres, Puslinch, ON
1-800-263-8267

Mammoet Canada Eastern Ltd.
7504 McLean Rd E, Puslinch,
ON
519-740-0550

**Quality Places & Profiles
Limited**
20 Nicholas Beaver Rd,
Puslinch, ON
519-837-4000

Wellington Group of Companies
7419 McLean Rd W, Puslinch, ON
905-696-1977
rmcmunn@wellingtonmotorfreight.com
wellingtongoc.com

Business Directory

The economic success of Puslinch relies on industrial businesses as they play a pivotal role in offsetting the residential tax rate. These manufacturing businesses drives economic diversification and supports the overall prosperity of our community.

Manufacturing



Abermor Manufacturing Inc.

12 Main St, Morriston, ON
519-837-0424
abermormanufacturing@bellnet.ca

Aberfoyle Metal Treaters

18 Kerr Cres, Puslinch, ON
519-763-1120

Blue Triton

101 Brock Rd S, Puslinch, ON
844-877-5902

Capital Paving

4459 Concession 7, Puslinch, ON
519-822-4511

CasCade Canada Ltd.

4 Nicholas Beaver Rd RR#3,
Puslinch, ON
877-227-2233

Comco Pipe & Supply Company

14 Kerr Cres, Puslinch, ON,
519-763-1114

Con Cast Pipe

299 Brock Rd S, Puslinch, ON
519-763-1956
sales@concastpipe.com

D M Davidson Water Pumping Equipment & Service

4614 Sideroad 12 RR#6
Puslinch, ON
519-822-3039

Gallo Ground Support

4010 Concession 7, Puslinch, ON
519-766-0008
jjgallo@gallogroundsupport.com

CFP Woods

24 Kerr Cres, Puslinch, ON
519-983-3038
sales@cfpwoods.com

Hammond Power Solutions

10 Tawse Place, Puslinch, ON
519-822-2441

HP Polymers Woods

32 Kerr Cres, Puslinch, ON
519-826-0374
sales@hppolymers.com

Pentalift Equipment Corporation

21 Nicholas Beaver Rd, Puslinch,
ON, 519-763-6700
dock@pentalift.com

Royal Canin Canada Company

100 Bieber Rd, Puslinch, ON,
1-800-527-2673



Rootham
GOURMET PRESERVES
From Field To Jar®

Rootham's Gourmet Preserves Ltd

30 Gilmour Rd, Puslinch, ON
519-763-1060
info@goothamsgourmet.com
www.roothamsgourmet.ca



Business Directory

Manufacturing

TCA Technologies Inc.
38 Winer Road, Puslinch, ON,
519-824-8711
sales@tcatech.com

Vogel Millwrighting
519-267-5525
info@vogelmillwrighting.ca

WMC Technical Systems
15 Brock Rd N, RR #3, Puslinch,
ON, 519-763-7562

**Corwhin Tool & Manufacturing
Ltd.**
11 Nicholas Beaver Rd. Unit C,
Puslinch, ON, 1-866-446-1089
info@corwhintool.com

Russel Metals Ontario
24 Nicholas Beaver Rd,
Puslinch, ON,
519-767-3800



Real Estate

Regional Appraisals
299 Brock Rd S, Suite A,
Puslinch, ON, 519-763-2858



Retail

ONroute Cambridge North
290 Highway 401, Cambridge, ON
519-658-2100

ONroute Cambridge South
289 Highway 401, Cambridge, ON
519-654-0100

Canadian Tire Gas +
289 Highway 401, South
Cambridge, ON, 519-654-0100

Canadian Tire Gas +
290 Highway 401 North,
Cambridge, ON, 519-658-2100

Aberfoyle Esso
277 Brock Rd S, Puslinch, ON,
519-780-1822

Aberfoyle Powersports
94 Brock Rd S, Puslinch, ON,
519-763-1401
info@aber-sno.com

2nd Avenue Boutique
6892 Gore Rd, Puslinch, ON,
519-623-7964
2ndavenueboutique@gmail.com

8 Brock Rd N, Guelph, ON,
519-822-2929
info@accentsforliving.ca



**Accents
For
Living**



Business Directory

Picard Peanuts Ltd.

22 Queen St, Morriston, ON

519-824-0050

contactus@picardpeanuts.com



Retail

Ball Exterior Ltd.

519-841-0727

ballext@gmail.com

Aberfoyle Antique Market

57 Brock Rd S, Guelph, ON,

519-763-1077

info@aberfoyleantiquemarket.com

Stoney Lane Antiques

57 Wellington Rd 46, Puslinch,

ON

Penwood Furniture

34 Queen St, Morriston, ON

519-837-3555

info@penwoodfurniture.com

Little Lake Market

4333 Wellington Rd 32,

Puslinch, ON,

519-835-3321

Delish Kitch

6655 Concession 1, Puslinch, ON

519-654-0203

info@delishkitch.ca



Ren's Pet Depot

20 Brock Rd, N, Puslinch, ON

866-736-7738 x 251

info@renspets.com



Flow State Bike Co.

519-824-2943

599 Arkell Rd, Puslinch, ON

Milburn Auto Sales and Service

219 Brock Rd N, Puslinch, ON

519 822-9949

sales@milburnautosales.com



The presence of retail stores contributes to the local economy, generates employment opportunities and plays a crucial role in fostering a sense of community in Puslinch. Shop Local!





Business Directory

Restaurants & Accommodations

Rise and Shine Island Flavour

34 Queen St, Puslinch, ON
519-767-6666

A&W

289 Highway 401, Puslinch, ON
519-654-2010

A&W

292 Brock Rd S, Puslinch, ON
519-763-1110

Aberfoyle Mill Restaurant

80 Brock Rd S, Puslinch, ON
519-763-1070
info@aberfoylemill.com



Burger King

290 Highway 401 North,
Cambridge, ON, 519-658-2100

Burger King

315 Brock Rd S, Puslinch, ON
519-763-6300

Cassoulet Catering

79 Brock Rd S, Aberfoyle, ON
226-486-1011

New York Fries

289 Highway 401 South,
Cambridge, ON, 519-654-0100

Popeyes

290 Highway 401 North,
Cambridge, ON, 519-658-2100

Starbucks

290 Highway 401 North,
Cambridge, ON, 519-654-0100

Starbucks

289 Highway 401 South,
Cambridge, ON, 519-658-2100

Subway

290 Highway 401 North,
Cambridge, ON, 519-658-2100

Subway

292 Brock Rd S, Puslinch, ON
519-821-3646

The Danish Place

7150 Concession 1, RR#1,
Puslinch, ON
thedanishplace@outlook.com

Tim Hortons

289 Highway 401 South,
Cambridge, ON, 519-654-0100

Tim Hortons

290 Highway 401 North,
Cambridge, ON, 519-658-2100

Tim Hortons

1 Nicholas Beaver Rd, Puslinch, ON
519-822-4748

Emerald Lake Trailer Resort and Waterpark

7248 Gore Rd, Puslinch, ON
905-659-7923
info@emeraldlake.ca

Bistro Reunion

42 Queen St, Morriston, ON
519-824-1878
info@reunion.ca



Great Wall Restaurant

46 Queen St, Morriston, ON
519-763-0002

McClintock's Trailer Resort

43 McClintock Drive, Cambridge,
ON
519-658-9661
Trailer-Resort@McClintocks.com

Crieff Hills Retreat Centre

7098 Concession 1, Puslinch, ON
519-824-7898
info@crieffhills.com
crieffhills.com



Business Directory



Maintenance & Administrative Support



A-1 Steam Cleaning Service

579 Arkell, Rd, Puslinch, ON
519-822-0327

Express Hot Tub Service

1 Lakeside Drive, Puslinch, ON
905-464-3112
expresshottubservice@gmail.com



Friends of Mill Creek

519-822-2984
friendsofmillcreek.org

Badenoch Community Centre

badenochccrental@gmail.com
519-822-5232

 Badenoch Community Centre

Puslinch Minor Ball

519-835-1120
puslinchminorball@gmail.com
puslinchsoftball.ca

 Badenoch Community Centre

Cross Roads Church

519-658-9746
office1.crbic@gmail.com
crossroadsbic.ca

Optimist Club of Puslinch

optimistclubofpuslinch.com

Safe Communities Wellington County

519-763-9849
info@safewellington.ca

Hayden's Property Maintenance

4399 Victoria Rd S, Puslinch, ON
519-823-2188

Nexcycle Industries Ltd.

50 McLean Rd, Puslinch, ON
519-836-5981

RID-A-CRITTER

109 Queen St, RR#2, Puslinch, ON
519-823-5149

TomBoyz Landscaping

4530 Wellington Rd 35, RR#6,
Guelph, ON
519-820-4066
amy@tomboyzlandscaping.com

Renaissance Landscape Group Inc.

4541 Concession 11, Puslinch, ON
519-822-8668
info@rlgroup.ca

Community Groups



Early ON Playtime

519-821-6638
nmohamood@guelphchc.ca
guelphchc.ca

Farnham Cemetery

519-766-6502
farnhamcemetery.wordpress.com
barbjefferson11@gmail.com

Guelph Dads

519-731-6464
admin@guelphdads.com
guelphdads.com

Guelph Disc Golf

guelphdiscgolf@gmail.com
guelphdiscgolf.ca

Puslinch Camera Club

519-222-7427
puslinchcameraclub@gmail.com
puslinchcameraclub.com



Puslinch Historical Society

519-822-8559
ardyne.farm@sympatico.ca
puslinchhistorical.ca

Aberfoyle Agricultural Society

aberfoyleagriculturalsociety@gmail.com
519-823-2687

Guelph Hiking Trail Club

guelphhiking.com

Puslinch Fiddle Orchestra

aberfoylefiddler.ca

Puslinch Lake Conservation Association

onthelake@hotmail.com

The Spiritual Assembly of the Bahai's of Puslinch

lsapuslinch@gmail.com

Puslinch Junior Garden Club

519-763-9849

Puslinch Minor Soccer

administrator@puslinchsoccer.ca
puslinchsoccer.com

Waste and Recycling

The County of Wellington manages the solid waste and recycling programs within the Township for residents. The Township office sells pay per use garbage bags and offer complimentary recycling bins to new residents.

- Recycling Bin: Complimentary for new residents (bins can be purchased at the Aberfoyle transfer station for a minimal fee)
- 10 large garbage bags: \$20, 10 small garbage bags: \$15.00



Landfill

Township Residents and Businesses are serviced by the Aberfoyle Transfer Station located at 6922 Concession 4.

Hours of Operation: Wednesday, Friday and Saturday: 8:00 a.m. – 4:00 p.m.

The County of Wellington also operates five additional transfer stations within the County, that Township residents may use.

Recycle Coach

Recycle Coach is a free app that can be downloaded on your smartphone from the App Store or Google Play. Use this tool to view and download your own personalized garbage collection schedule, and sign up for reminders.



County of Wellington Library

The County of Wellington Library system has 14 branches including one located in the Township of Puslinch. Their mission is "to enhance the knowledge, skills, enterprise, and employment of the people of Wellington County through the provision of high quality library service." For more information visit Wellington.ca/en/library.aspx.

Puslinch Branch

29 Brock Rd. S., Puslinch, ON

519-763-8026, puslinchlib@wellington.ca

Hours of Operation:

Sunday & Monday – Closed

Tuesday & Thursday – 10:00 a.m. to 8:00 p.m.

Wednesday & Friday – 10:00 a.m. to 5:00 p.m.

Saturday – 10:00 a.m. to 3:00 p.m.

County Traffic and Roads Safety

The Highway Traffic Act sets the regulatory framework for setting speed limits in Ontario. 50 km/h on roads within a built-up area, and 80 km/h on roads not within a built-up area.

Community Safety Zones (CSZ) are sections of roadways where fines for traffic violations are increased. CSZ's are marked with signs at the beginning and end of the zone and are in effect 24 hours a day. Puslinch has one CSZ in Aberfoyle – Wellington Road 46 (Brock Road S) from 225 metres north of Old Brock Road to 300 metres south of Old Brock Road.

For more information visit, www.wellington.ca/en/resident-services/rd-speed-concern-form.aspx.



Other Services



The Township's Public Works department is responsible for maintaining all local roads. Using the Report It tool, you can report road, tree, street sign, or street light issues to the Township to help keep the community safe and active.



When someone calls 911 for a medical emergency, Guelph-Wellington paramedics assess, may treat, and may transport the patient via ambulance to a hospital emergency department. South Wellington Operations Centre (Rockwood) Detachment and Wellington County Ontario Provincial Police (O.P.P) service the Puslinch community. The Rockwood detachment centre maintains services for crime prevention, detection, traffic safety and more. ☎ 519-856-1506.

The County of Wellington O.P.P. consists of four offices: Mount Forest, Palmerston, Fergus and Guelph. The Mount Forest office is responsible for policing the Township of Mapleton and the Township of Wellington North. The Administration Centre of the County of Wellington O.P.P. is located in Palmerston. The Communications Centre, which is responsible for dispatch and receiving calls for service, is located in the Mount Forest Office.



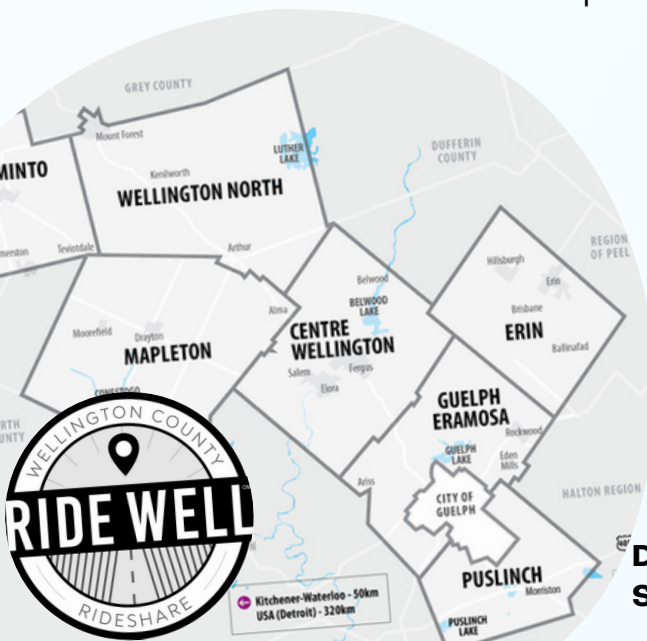
Crime Stoppers Guelph Wellington is not the police but is an alternative method of reporting criminal activity. Crime Stoppers combines the best efforts of the media, community and police in the fight against crime and keeps their tipster anonymous.

Crime Stoppers acts as the middleman and forwards the Tipster's information to the appropriate investigative agency. Their goal is to promote awareness and safety within the community.

The County of Wellington offers the RIDE WELL^{OM} transit service, a rideshare model of operation. It provides an alternative to using a personal vehicle in a rural setting and for those who cannot access vehicles for regular needs.

The service operates Monday to Friday, 6:00am to 7:00pm. Bookings can be made to or from any address in Wellington County or Guelph. Please note, for service in Guelph riders must have a pick-up or destination in Wellington County.

Download the RIDE WELL app on the App Store or Google Play Store, visit www.ridewell.ca/book, or phone 1.833.900.RIDE(7433)!



Property Taxes

There are two tax bills sent each year. The interim tax bill is mailed in early February. This bill has two installment stubs and the installments are due on the last business day in February and April each year. The final tax bill is mailed early August. This bill has two installment stubs and the installments are due on the last business day in August and October each year.

More information on all payment options is available at [Puslinch.ca/Taxes](https://puslinch.ca/Taxes)

- Pre-authorized payment plan (Monthly or installment options)
- Internet/Telephone Banking or in person at your Financial Institution
- Cheque either by mail or dropped off in the Township's secure drop slot on the Township's front door
- Cash and/or Interact at the Township Office

Contact the Municipal Property Assessment Corporation (MPAC) at 1-866-296-6722 or mpac.ca for questions or concerns regarding Property Assessments

Animal Control and By-law Enforcement

Animal Control Services

The Cambridge and District Humane Society (CDHS) provides the Township's animal control services. Puslinch Residents can call CDHS at 519-623-6323, 24 hours a day, 7 days a week including statutory holidays.

The CDHS is located at 1650 Dunbar Rd. Cambridge ON. For more information visit their website cambridgehumanesociety.org.

By-law Enforcement

The Township's by-laws are enforced on a written complaint basis, telephone calls will not be accepted. By-law infractions must be submitted using the Township's CloudPermit system available at [Puslinch.ca/by-laws](https://puslinch.ca/by-laws).

All information related to a complaint shall remain confidential in accordance with the Municipal Freedom of Information and Protection of Privacy act unless ordered by a court, legal authority or other tribunal.

Engage Puslinch Engagement Platform

Have your say!



**Upcoming project!
This Park Revitalization
June 2024**



Several annual engagement surveys:

- User Fees and Charges
- Grant Application Program
- Proposed Budget

EngagePuslinch.ca



Wellington County Festivals and Events Calendar

Calendar.wellington.ca/default/Month

Check out the events taking place in Puslinch and Wellington County on Wellington County's Festival and Events Calendar.



FREE ALL AGES Drop-in Programs

Visit to Township's Facilities calendar to see what drop-in programs are available at the Optimist Recreation Centre Rink!

Puslinch.ca/FacilitiesCalendar

- Parent and Tot Drop-in
- Youth Drop-in
- Roller Skating Drop-in

Economic Development Programs

The Township of Puslinch's Economic Development Programs seek to attract and retain businesses contributing to the growth and stability of the local economy. The Township aims to support and increase the awareness of its local businesses, and all programs are provided at no cost to businesses to participate.

One of the programs is the Community Improvement Plan, through the 'Our Corridor' CIP where a set of financial incentive programs are available to eligible owners/tenants in the Community Improvement Project Area.

Visit the link below to see if your business is eligible!

Puslinch.ca/CommunityImprovementPlan





*Puslinch.
Humble Heart.
Industrious Spirit.*

TOWNSHIP OF
PUSLINCH
EST. 1850

Township Sign By-law First Reading

April 10, 2024



Background

The Township's Sign By-law has been in place since 1991 and has had three amendments summarized as follows:

- 049/14 to establish regulations for election signs
- 021/18 to amended and replace the definition of “Election Sign”
- 021/22 to establish delegated authority to authorize relief for cycling event directional and advertising signage on Township highways

Staff identified the Sign By-law for review for repeal and replace as part of the 2023 Corporate Work Plan.

Background: By-law 9/91

The Township's current Sign By-law is restrictive with respect signage and lacked education/enforcement tools

Restrictions to signage

- Permitted only 1 one sign per street frontage and 1 remote sign
- All signs had to maintain a setback of 27 metres from the centre line of any road allowance
- Prohibited illuminated/digital signs
- Lacked a clear process for requests for variance from the by-law

Lack of Education/Enforcement tools

- No definitions
- No short form wording and set fines
- Staff were not provided authority to remove illegal signs

By-law Purpose

- Develop reasonable restrictions to balance commercial interests and community aesthetics
- Develop a clear and streamlines application process for permanent and temporary signs
- Provide delegated authority to the Sign Administration for certain variance requests
- Develop a clear process for Council to consider variances requests from the Sign By-law or reconsider a variance request denied by the Sign Administrator
- Enforce that the placement of signs does not impact community safety or adversely impact nearby properties
- Develop enforcement mechanisms that can be applied in a fair and equitable manner

Approach to By-law Development

- Regulations in this by-law were developed through research of local/neighbouring municipal by-laws
- The Municipal Clerk is the Sign By-law Administrator
- Established three Sign Types, Prohibited, Permanent and Temporary
 - Prohibited Signs must be approved/considered by Council
 - Permanent Signs typically require a building permit and will be issued by the Chief Building Official
 - Temporary Signs do not require a Building Permit and will be issued by the Municipal Clerk

Key Sections

- 2.0 Definitions
- 3.0 Transitions
- 4.0 Scope, Administration, Delegation of Authority, Variances
- 5.0 General Provisions
- 6.0 Illuminated Signs
- 6.2 Billboard Signs and Electronic Billboard Signs
- 6.3 Digital Signs
- 6.4 Permanent Signs
- 7.0 Temporary Signs

2.0 Definitions

- Significantly expanded from the previous by-law
- Provides clarity around Sign types and unique terms used in the by-law

3.0 Transition

- Applications received prior to this by-law coming into effect, but not yet issued, shall be issued in accordance with the new by-law
- Any Sign that has been installed, displayed or altered without a permit prior to this by-law coming into effect will be subject to the new by-law
- Any variances approved by Council under the old by-law remain valid unless the sign is altered at which time it will become subject to the new by-law
- 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.

4.0 **Scope, Administration, Delegation of Authority, Variances/Appeals**

Scope

- Applies to all Signs within the Township's geography
- Does not apply to property owned by the Township
- Signs permissions vary based on the properties zoning

Administration

- The Municipal Clerk is the Sign Administrator

4.0 Scope, Administration, **Delegation of Authority,** Variances/Appeals

Staff are proposing that the Sign Administration (Municipal Clerk) be provided the following delegated authority:

4.3.1 The Sign Administrator has the delegated authority to:

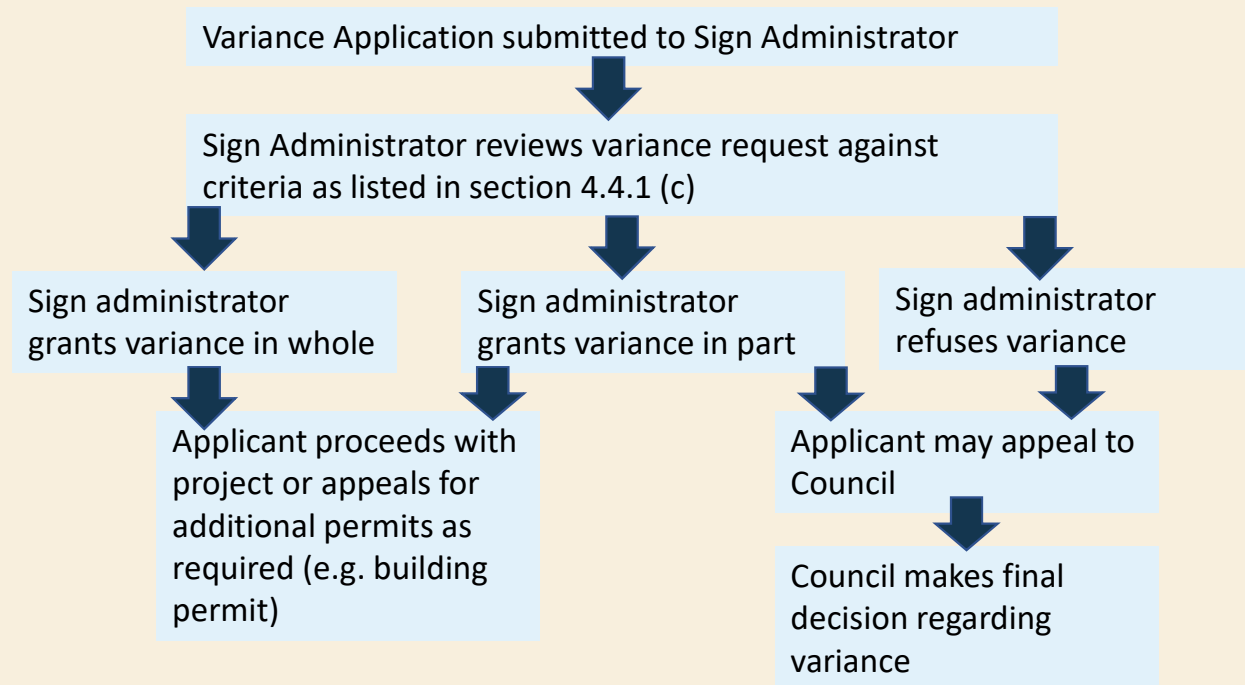
- create forms, guides, guidelines and processes for the administration of this By-law;
- approve, exempt/waive, issue, revoke, extend, renew, amend, or close a Permit and/or grant approvals of Sign Permits and impose conditions for continuing to hold a Sign Permit in addition to the requirements under this By-law;
- determine when a meeting of Council is required or not required;
- determine and deem an Application as abandoned, expired, or closed;
- establish appropriate requirements;
- require or exempt certain works from provisions of this By-law, as permitted in this By-law; and
- authorize and/or hire such agents, contractors, and other Persons to perform work, as required.

4.0 Scope, Administration, **Delegation of Authority, Variances/Appeals**

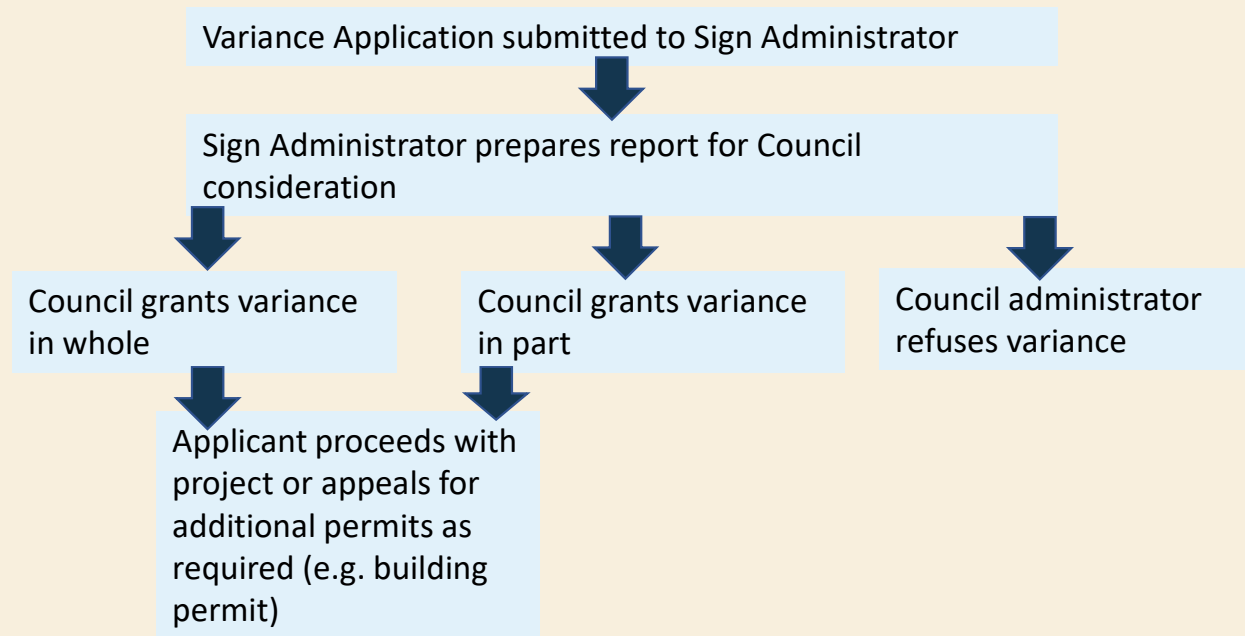
Further, staff are proposing that the Sign Administrator (Municipal Clerk) be authorized to approve variances for any provisions of the by-law except for the following:

- 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:**
- An Unauthorized Sign described in Section 5.2;
- A reduction in distance required from a Residential Use for an Electronic Message Centre (Digital Sign) or Illuminated Sign of any type;
- A Sign described in Section 5.9 (Heritage Properties);
- A Billboard or Electronic Billboard.

Variance Process – By-law Provisions excluding Section 4.3.3



Variance Process – By-law Provisions under Section 4.3.3



Variance Process – Sign Administrator Refusal of Sign Permit Application

Applicant must submit Variance Application to Sign Administrator within 21 days of refusal



Council to consider appeal application



Council approves permit in whole/part



Council refuses permit

5.0 General Provisions

- 5.1 Prohibitions
- 5.2 Unauthorized Signs
- 5.3 Signs Not Requiring a Permit
 - Sign that do not require a permit but must comply with regulations
- 5.5 Insurance Requirements
- 5.8 Heritage Properties
- 5.9 Sight Triangle & Drive Visibility Triangle
- 5.10 Sign Design

6.0 Illuminated Signs & 6.3 Digital Signs

6.0 Illuminated Signs

- Only permanent signs are permitted to be illuminated (except for Temporary Mobile Signs)
- Not permitted in residential zone or within 30 metres of residential use

6.3 Digital Signs

- Only permitted on permanent ground signs, fascia (wall) signs and menu boards
- Not permitted on a property designated under the Ontario Heritage Act and must be located a minimum of 30 metres from a residential use or intersection

6.2 Billboard Signs & Electronic Billboard Signs

- Billboard Signs and Electronic Billboard Signs require Council approval through the variance process outlined in Section 4.0 of the by-law.
- Staff have prepared a draft Billboard Guide for Council's consideration attached as Schedule 'B'
- Staff are seeking Council direction if there are specific areas where billboards would be considered
- Further, staff are seeking Council direction regarding regulations for billboard signs

6.4 Permanent Signs

- 6 types of permanent signs
- Table 6.4 summarize permitted permanent signs by property Zoning
- Section 6.4.1-6.4.7 sets out the detailed regulation of each type of permanent sign

7.0 Temporary Signs

- Defines 14 types of Temporary Signs
- Table 7.0 summarizes permitted temporary sizes by property Zoning
- 7.1.1 to 7.1.14 sets out the detailed regulation of each type of Temporary Sign

Timeline and Next Steps

- April 10, 2024 First Reading by Council
- Public Feedback – EngagePuslinch Launch April 19, 2024 and close May 17, 2024
- June 12, 2024 Second Reading by Council
- July 10, 2024 Third Reading and adoption by Council

**TOWNSHIP OF PUSLINCH
GUIDELINE FOR THE REVIEW OF SIGN VARIANCE APPLICATIONS FOR
BILLBOARD AND ELECTRONIC BILLBOARD SIGNS**

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1.0 Introduction

A Billboard or Electronic (Digital) Billboard Sign is a Sign that is constructed so that the Sign Copy Content can be changed by either manual or electronic means.

In the case of a traditional Billboard, the Sign Copy Content is changed manually, and may be internally or externally illuminated. The illumination of a Billboard Sign typically only adjusts based on the time of day or night as well as ambient light conditions such as a cloudy day or bright sunlight.

In the case of an Electronic Billboard Sign, the hardware that Displays the Sign Copy Content is operated by software located on-site or from a remote operations centre located off-site. The Sign Copy Content Displayed on an Electronic Billboard Signs is fully changeable. It can be Displayed in a static manner as a sequence of individual slides Displayed for a fixed interval as in a slide show. The brightness of the Sign Copy Content can be set within specific limits and can be adjusted based on the time of day or night as well as ambient light conditions.

The Township of Puslinch Sign By-law regulates the types of Signs permitted in the Township. The Sign By-Law makes no provision for Billboards or Electronic Billboard Signs and are therefore considered “prohibited” unless the Sign Permit is approved by Council through a Sign Variance.

A Sign that is installed, displayed, or altered by a Variance issued by Council will be regulated by the most current Sign By-law.

2.0 Purpose of the Guide

The purpose of this Guide is to establish a set of criteria by which Sign Variance applications for Billboards or Electronic Billboard Signs will be evaluated. Municipalities generally establish controls to mitigate the impacts of Billboards/Electronic Billboard Signs on traffic safety, sensitive land uses and on the visual image of the communities in which they are located. Such controls may include the following:

- Identify specific locations and land uses in which the Sign will be considered
- Control views of the Sign from sensitive land uses such as residential zones
- Assess the impact of the Sign on views, the character and quality of the public realm
- Minimum separation distance between the Sign and sensitive land uses such as residences, open spaces and institutional uses
- Maximum number of Billboard/Electronic Billboard Signs per property
- Distance between Billboard/Electronic Billboard Signs
- Location of the Sign, relative to traffic control devices and important driver decision points such as intersections
- Maximum height of the Sign, above grade
- Maximum area of the Sign

- Minimum duration of message Display (Dwell Time)
- Transition between successive message Displays
- Message Sequencing
- Amount of information Displayed
- Sign Brightness and Luminance
- Duration of illumination/setting times when the Sign should be turned off
- Sign Animation/motion

3.0 Guidelines for the Review of Sign Variance Applications

Sign Variance Applications for Billboard/Electronic Billboard Signs shall be reviewed with regard to their impact on the character and traffic safety of the surrounding and planned context in which they are proposed.

In addition to the provisions of current Sign By-law, the following guidelines and requirements will be applied in the review of Sign Variance Applications for Billboard/Electronic Billboard Signs:

3.1 Waiver

The owner of the property upon which a Billboard/Electronic Billboard Signs is installed shall execute a waiver form releasing the Township from liability and shall further indemnify the Township against any claim, action or process for damage and/or injury that arises as a result of the installation or existence of the Billboard/Electronic Billboard Sign. The Township will provide the required wording for the waiver. The signed waiver will form a part of a complete Sign Variance Application.

3.2 Location

Billboard/Electronic Billboard Signs shall only be considered in the following areas of the Township:

- **OPTIONS/EXAMPLES:**
- ENTER AREAS or ROAD NAMES
- On Vacant or Undeveloped land (Milton Example)
- Outside of the urban system as defined in the Official Plan (Hamilton Example)
- On lands zoned Industrial and Highway Commercial as defined in the most recent Township Zoning By-law (Centre Wellington Example)
- On Agricultural zoned property, if the property has a minimum frontage of 100m on a county or provincial highway, and meets all other county and provincial requirements (Centre Wellington Example)

3.3 Number of Signs, Separation Distances, Heights, Setbacks, Maximum Sign Face Area

Despite separation distances and setbacks outlined in this Guide, only one Billboard or

Electronic Billboard Sign is permitted on one Property. If there is an existing Ground Sign, Council will consider the impact of permitting a combination of Billboards, Electronic Billboard Signs and Ground Signs on one Property, and may prohibit some of the Signs.

Billboard and/or Electronic Billboard Signs shall be positioned relative to one another so that no more than one Billboard and/or Electronic Billboard Signs shall be visible to an approaching driver at the same time.

No part of a Billboard or Electronic Billboard Signs shall:

- Exceed **5.0m** height above an adjacent roadway or **10.0m** height if the Sign is facing the 401;
- Be located closer than **7.5m** to the street line; (enter any distance **15m=Hamilton**)
- Be located closer than the setback for buildings & structures (other than Signs) under the provisions of the most current Zoning By-law
- Be located closer than half (1/2) the Sign height or one quarter (1/4) the Sign height
- Be closer than 400m from a county or provincial highway
- Be multi-faced
- Exceed the maximum Sign Face Area of 20 m² per sign face.

No part of a Billboard or Electronic Billboard Signs shall be:

- Located closer than **300m** from another Billboard or Electronic Billboard Sign on the same side of the highway, but this does not apply to Billboard or Electronic Billboard Signs on opposite sides of grade separated railway crossings
- Located closer than **3km** from an existing Billboard or Electronic Billboard Sign on the same side of the highway in an Agricultural zone, but this does not apply to Billboard or Electronic Billboard Signs on opposite sides of grade separated railway crossings
- Located closer than **300m** measured in a straight line from a Residential Use.

3.4 Location Relative to Traffic Control Devices and Important Driver Decision Points

Driver decision points include, intersections, on ramps, off ramps, interchanges, merge areas, right/left turn lanes and close to traffic signals, toll plazas, pedestrian crossings, rail crossings, work zones, where the cognitive demands on drivers are greatest.

- A Billboard or Electronic Billboard Sign shall not be erected within **250m** of a major traffic sign and **500 m** of a driver decision point.

When considering a Sign Variance Application, Council reserves the right to require a Traffic Safety Review Study.

3.5 Minimum Dwell Time

To minimize these potentially distracting effects, the Dwell Time on an Electronic Billboard Sign should be set to reduce the possibility that the approaching driver will be able to see more than one Display.

- The Dwell Time of an Electronic Billboard Sign shall be 10 seconds

3.6 Transition Between Successive Displays

The transition between successive Displays on an Electronic Billboard Sign shall appear seamless and imperceptible to approaching drivers.

- The maximum interval between successive Displays on an Electronic Billboard Signs shall be 0.1 second or instantaneous.
- There shall be no visual effects or animation of any kind, including, but not limited to, fading, dissolving, blinking or the illusion of such effects, during the message transition or interval between successive Displays.

3.7 Message Sequencing

When a single message or advertisement is divided into segments and presented over two or more successive Display phases on a single electronic billboard or across two or more billboards, it is described as Message Sequencing. The objective of this type of advertising is to capture and hold the viewer's attention throughout the time or distance required to complete the message.

- Electronic Billboard Signs shall not use message sequencing or text scrolling of any kind, over successive Display phases on a single Electronic Billboard Signs or across multiple billboards.

3.8 Amount of Information Displayed

It takes approximately one second for a road user to read one word. The number of words Displayed on an Electronic Billboard Sign shall not be greater than the number of seconds required for the Dwell Time. The height of each character on the message Display shall be sufficient to ensure that the message is clearly legible over the entire viewing distance.

- Interactive billboard messages that permit, support or encourage interactive communication with drivers in real time shall not be permitted. These include Electronic Billboard Signs that respond to text messages, phone calls or e-mails from passing drivers or that request immediate response by text, phone, e-mail etc.

3.9 Sign Animation

Animation refers to any motion in the advertisement, including video, special effects within a single frame and transition, movement and rotation between successive frames.

- There shall be no animation, flashing movement or appearance of movement on an Electronic Billboard Sign, except where the Electronic Billboard Sign is not visible from any vehicular roadway.

3.10 Sign Brightness and Luminance

Brightness is the perceived intensity of a source of light. It is the appearance of light to the viewer. Luminance is the amount of light leaving a surface in a particular direction or the amount of light that is deflected off a surface. Sign Brightness is a function of sign luminance, the background against which the sign is viewed, the driver's age, level of adaptation of the eyes, and atmospheric conditions such as fog. Brightness can be measured as luminance, in candelas per square meter (cd/m^2) or illuminance in foot-candles (fc). Luminance is the amount of light that is emitted from a surface, while illuminance is the amount of light falling upon a surface. The human eye is drawn to the brightest objects in a field of view, and this is generally referred to as the "moth effect". A brightly illuminated Billboard or Electronic Billboard Sign could draw a driver's attention away from the road, other vehicles and traffic devices. This is of particular concern at nighttime, dusk or dawn and during periods of inclement weather.

The maximum luminance level for a Billboard or Electronic Billboard Sign shall be:

- $5000\text{cd}/\text{m}^2$ from sunrise to sunset (One Nit = One Candela per m^2 (cd/m^2))
- $200\text{cd}/\text{m}^2$ from sunset to sunrise (One Nit = One Candela per m^2 (cd/m^2))
- The maximum illumination level for a Billboard or Electronic Billboard Sign shall be 0.3 lux above ambient light levels (One Lux = 0.093 foot-candles (fc))
- All Billboard or Electronic Billboard Signs shall be equipped with ambient light sensors and automatic dimmers that control the light output relative to ambient conditions
- Billboard and Electronic Billboard Signs shall be illuminated between the hours of 5:00 a.m. and 12 midnight only each day.

To measure illumination, the International Sign Association (2011) has provided the following equation to determine the distance away from the Electronic Billboard Sign, at which the measurement shall be taken:

- Measurement Distance = Square Root of (Sign Area (m^2) x 100)

4.0 Application for a Sign Permit and Sign Variance

The current Sign By-law established the Sign Permit application process, outlines the authority delegated to the Sign Administrator, and the process for submitting a Sign

Variance Application. The Sign By-law states that an application for a Sign Permit and/or Sign Variance shall be submitted using forms prescribed by the Sign Administrator.

- Application for Sign Permit Form;
- Application for Sign Variance Request Form;
- A letter outlining the rationale for the Variance;
- The written authorization of the Sign Owner if not the same as the applicant;
- Written authorization from the Property Owner(s) and occupant(s) of the Premises that have authorized the application;
- The signed Waiver noted in Section 3.1 of this Guide;
- A Traffic Safety Review Study noted in Section 3.4 of this Guide;
- A Design Impact Assessment noted in Section 3.11 and further described in Appendix "A" of this Guide;
- Where applicable, proof of approval for the proposed Sign from all other governmental authorities having jurisdiction;
- The fee set out in the User Fees By-law.

Submit the following documents via the application form on the Township website at <https://puslinch.ca/forms/> and fill out the applicable application forms.

Upon receipt of all application forms, letters and fees, the Sign Administrator (or delegate) will review all information and contact the applicant if additional information is required. Once the application is deemed to be complete, the Variance will be presented to Council for consideration, as outlined in Section 4.0 of the current Sign By-law. The applicant will be advised of the date of this meeting and will have the opportunity to speak before Council, if they wish.

5.0 Definitions

Animated Sign

A sign that uses motion, the illusion of motion, light changes or colour changes achieved through mechanical, electrical or electronic means

Billboard Sign

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 and is either single faced or double faced.

Brightness

The visual sensation experienced by an observer. It is affected by the luminance of the sign, size of the sign, contrast, the viewing position and individual characteristics of the observer

Character

The aggregate of the features including the attributes of the physical, natural and social dimensions of a particular area or neighbourhood

Compatible

That which enhances an established community and coexists with existing development without unacceptable adverse impact on the surrounding area

Context

An area that is within a 250 m (820.21 ft.) radius of the centre point of the location of the proposed Electronic Billboard Sign

Double-Faced Sign

A sign having two (2) sign faces of equal area and proportions which are located exactly opposite each other on the sign structure

Driver Decision Points

Crucial areas where a driver's attention must not be distracted from the task of safely navigating the roadway, including but not limited to intersections, pedestrian crossings, rail crossings, on/off ramps, toll plazas, work zones, traffic lights, traffic signs, traffic signals and other traffic control devices etc.

Electronic Message Centre

Means a Sign that is capable of Displaying works, symbols, figures, images or other messages digitally that can be electronically changed by remote and/or automatic means

Enhance

To complement and assist in furthering the aesthetic and intrinsic value of a

neighbourhood, site or structure

Frame

A complete static Display screen on an Electronic Billboard Signs

Glance Duration

The length of time for which a driver looks at a sign

Glance Frequency

The number of glances made by a driver at a sign

Height

The vertical distance measured from the average elevation of the finished grade immediately below a sign to the highest point of the sign and includes any support structure

Illuminance

The amount of light falling upon a surface

Landmark

A building, object or feature of a landscape, neighbourhood or the City that is easily seen and recognized from a distance, especially one that enables people to establish their location

Luminance

The amount of light that is emitted by or reflected from the surface of a sign

Lux

The metric unit of measure for illuminance One Lux = 0.093 foot-candles

Display

Includes authorizing, allowing or permitting the Display of a Sign

Dwell Time

Means the minimum duration that fixed Sign Copy Content on an Electronic Message Centre is Displayed.

Major Traffic Signs

All regulatory traffic signs. Regulatory traffic signs give directives that must be obeyed

Message Sequencing

The use of a sequence of Displays and messages as part of a single advertisement

Multi-Faced Sign

A ground sign having more than two (2) sign faces up to a maximum of four (4) faces, each face being of equal area and proportion to the other

Property

Means a lot which has specific boundaries and which is capable of legal transfer

Sign

Means any device, 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 the Sign By-law and includes the supports, braces, or other appurtenances associated with such Signs

Sign Area

The entire area of a sign face

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

Streetscape

The character of the street, including the street right-of-way, adjacent properties between the street right-of-way and building faces. Thus, the creation of a streetscape is achieved by the development of both public and private lands and may include planting, furniture, paving, etc.

Variance

Means a permission granted by the Sign Administrator pursuant the Sign 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 the Sign By-law

APPENDIX “A” – Design Impact Assessment

TOWNSHIP OF PUSLINCH DESIGN IMPACT ASSESSMENT OF ELECTRONIC BILLBOARD SIGNS REQUIREMENTS

Purpose

The purpose of the design impact assessment is to evaluate the visual impact of a proposed Electronic Billboard Signs on the **character** of the **context** within which it is to be located. This also includes an assessment of the impact on the use of the spaces from which it will be visible and on the physical elements that make up those spaces including trees, streetscape elements, public art, sidewalks, parks and open spaces, amenity areas etc. Where applicable, the design impact assessment will specify mitigation measures to eliminate any negative impacts in order to achieve an Electronic Billboard Sign that is **compatible** with the context in which it is to be located.

Required Information

In addition to the Sign Permit application process outlined in the current Sign By-law and the Sign Variance application process outlined in the By-law and this Guide, the following information shall be provided as part of a Design Impact Assessment:

A **context** map/plan drawn to a minimum metric scale of 1:500 that shows the **context** around the proposed sign. The **context** shall be defined as an area that is within a 250m radius of the centre point of the location of the proposed Electronic Billboard Sign

The **context** plan shall show all existing features including the following:

- All existing and approved developments
- Sensitive land uses including but not limited to residential buildings, residential uses within mixed use developments, schools, hospitals
- Landmark buildings and features
- Street names, roads and highways
- Street trees, landscape areas, sidewalks and all existing features on the boulevards
- Street furniture, light standards, traffic lights, bus stops and shelters
- Existing and approved billboard signs and ground signs
- Public art installations
- Cultural Heritage Resources including Heritage designated and listed buildings, parks, monuments and features of historical significance
- Public art installations
- Public and private open space and amenity areas
- Significant views and vistas where applicable

- Provide accurate 3D images of the proposed Electronic Billboard Sign within the **context** as defined above. The images shall be taken from a minimum of four different directions identified on the context plan.

Provide an Design Impact Summary which shall include the following:

- A description of the **character** of the context including the scale and range of building heights, **character** of the **streetscape**, land uses, significant features such as heritage buildings, important views and vistas, natural features, public art, architectural style etc. This description shall be supported by images and any other illustrations.
- A written analysis of the merits of the proposed billboard sign as it relates to the scale and **character** of the **context**, its impact on existing conditions and how it will enhance the design and visual image of the existing and planned **character** of the **context**. The written analysis shall also demonstrate how the proposed Electronic Billboard Sign satisfactorily address the guidelines especially with regard to identifying and eliminating negative impacts on sensitive land uses including residential uses within areas designated for mixed use and residential uses in mixed use developments.

DRAFT

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2024-xx

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 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 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 and is either single faced or double faced but does not include Ground Sign or Electronic Billboard;

“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. 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;

“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;

“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 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 5.9 (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.
- 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.

4.4.1 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.
- 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 and/or the Sign Administrator may grant a Variance in whole or in part.
- e) A notice of decision of Council and/or 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. Council decision is considered final.

4.4.2 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) Billboard Signs and Electronic Billboard Signs described in Section 6.2 are subject to consideration by Council as a Variance described in Section 4.0.
- 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 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 Produce 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 or the Sign on the Property;

- c) A current plan of survey certified by a registered Ontario Land Surveyor 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:

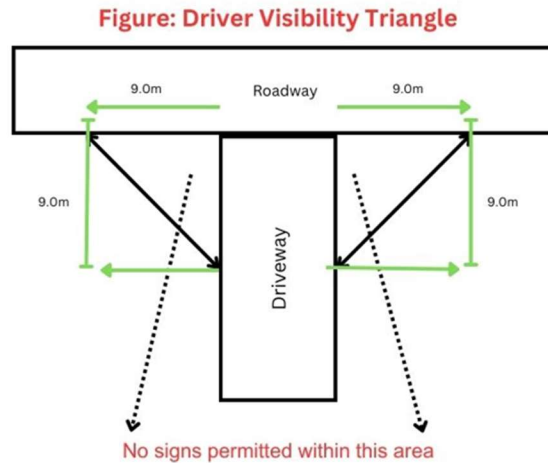
- a) On a corner lot, a Sign which extends beyond 0.6m in height above the elevation of the centre-line of the adjacent roadway of a public Road Allowance shall not be located within the Sight Triangle as defined in this By-law and the most recent Township Zoning By-law;
- b) For the purposes of calculating 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>Every Ground Sign that is greater than 2.5m in height shall only be internally illuminated.</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	Unless specifically permitted by a condition of a Sign Permit or Variance, no

	<p>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 Billboard Signs and Electronic Billboard Signs

In accordance with Section 4.3.3(d), 5.2(a) and 5.7.1(d), Billboard Signs and Electronic Billboard Signs are Unauthorized Signs, with Council retaining the authority to approve such Signs through the Variance process outlined in Section 4.0.

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.</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</p>

	<p>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)

Table 6.4 - Permanent Signs By Land use						
Column 1	Column 2	Column 3				
Sign Type	Section	RES	COM	IND	INST	AGR
Ground	6.4.2	✓	✓	✓	✓	✓
Fascia(Wall)	6.4.3	✓	✓	✓	✓	✓
Awning	6.4.4		✓	✓	✓	✓
Projecting	6.4.5		✓	✓	✓	
Menu/Pre-Menu Board	6.4.6		✓	✓		
Directional	6.4.7		✓	✓	✓	✓

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 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 accessory 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 1.0m 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 7.0m from an adjacent Property.
- e) The maximum Sign Face Area for a Projecting Sign is 0.6m².
- 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 1.0m.
- 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	✓			✓	✓
Real Estate Sign on Private Property	No	7.1.3	✓	✓	✓	✓	✓

Real Estate Directional, Open House/Model Home	Yes	7.1.4	✓				
Seasonal Farm Produce Sign	No	7.1.5					✓
A-Frame or T-Frame Sign	Yes	7.1.6		✓	✓	✓	✓
Window Sign	No	7.1.7		✓	✓	✓	
Mobile Sign	Yes	7.1.8		✓	✓	✓	
Feather Banner Sign	Yes	7.1.9		✓	✓	✓	
Development Sign and Hoarding Sign	Yes	7.1.10	✓				
Home Occupation Sign	Yes	7.1.11	✓				✓
Community Event Sign	Yes	7.1.12	✓	✓	✓	✓	✓
Community Event Directional Sign	No	7.1.13	✓	✓	✓	✓	✓
Wall Banner Sign	Yes	7.1.14		✓	✓	✓	

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 0.6m in any dimension and .36m² 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.

7.1.3 Real Estate Sign

A Real Estate Sign is a temporary Sign that **does not** require a Sign Permit but must Installed as follows:

- a) Only on private Property, 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 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 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.

7.1.5 Seasonal Farm Produce Sign

Seasonal Farm Produce Signs are temporary Signs that **do not** require a Sign Permit, but must be Installed as follows:

- a) On private Property, in an agricultural Zone.
- b) Displayed only when produce is for sale.
- c) Not greater than 0.6m x 1.0m in size.
- d) No more than one (1) Sign on or in front of the Property on which the produce is sold and two offsite locations.
- e) A setback from the Street Line of not less than 1.0m.
- f) Not Illuminated.

7.1.6 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 1.0m 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.
- e) No A-Frame or T-Frame Sign shall be Installed on unlevel ground.
- g) Not Illuminated.

7.1.7 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.

7.1.8 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.

7.1.9 Feather Banner Sign

Feather 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 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 60m 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. 1.0 of the Street Line;
 - 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.

- g) No Feather Banner Sign shall be Installed on unlevel ground.

7.1.10 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.

7.1.11 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 0.6m² 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.

7.1.12 Community Event Sign

Community Event Signs are temporary Signs advertising an event sponsored or held by a Non-Profit Organization, **may require a Sign Permit**, 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.

7.1.13 Community Event Directional Sign

Community Event Directional Signs are temporary Signs and require a Sign Permit unless the event being advertised is 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) 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.

- h) Not Illuminated.

7.1.14 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 Failure to pay any invoice associated with doing the work, within thirty (30) days, the costs may be collected in a like manner as municipal taxes from the Owner of the Property on which the Sign is located.
- 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 may 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" - 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 time this 10 day of APRIL, 2024

READ a SECOND time this XX day of XX, 2024

READ a THIRD time and FINALLY PASSED this X day of XX, 2024.

James Seeley, Mayor

Courtenay Hoytfox, 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

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 REC-2024-001

TO: Mayor and Members of Council

PREPARED BY: Beth Drinkwater, Interim Taxation and Customer Service Supervisor
Mary Hasan, Director of Finance/Treasurer
Mike Fowler, Director of Public Works, Parks and Facilities

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: April 10, 2024

SUBJECT: Roller Skating Free Drop-in Time at the ORC Rink –Final Pilot Program Results

RECOMMENDATIONS

That Report REC-2024-001 entitled Roller Skating Free Drop-in Time at the ORC Rink – Final Pilot Program Results be received; and

That the following free drop in schedule at the ORC Rink continue to remain in place:

Month	Tuesday - Inline Shiny	Thursday - Roller-skating	Sunday - Roller-skating
May to June and September to November – weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.

Purpose

The purpose of this report is to provide Council with the final pilot program results of the free drop-in roller and inline skating pilot program, in response to the request for free drop-in time at the ORC rink for roller/inline skating, in support of the Youth Advisory Committee’s request as outlined in Report ADM-2023-013.

Background

Attached as Schedule A to this Report is Report REC-2023-003 – Roller Skating Free Drop-in Time at the ORC Rink – Mid-Term Pilot Program Results that was presented to Council on August 16, 2023. Schedule A of Report REC-2024-001 includes the Council direction from the May 3, 2023 Council Meeting.

Council at its meeting held on August 16, 2023 passed the following Council Resolution No. 2023-262:

That Report REC-2023-003 entitled Roller Skating Free Drop-in Time at the ORC Rink – Mid-Term Pilot Program Results be received; and

That staff report back to Council on the results of the pilot program at the end of the 2023 season including number of participants that attended; and

That Schedule A to Report REC-2023-003 outlines the number of participants during the free drop-in fluid schedule and free drop-in scheduled programming for the Roller Skating Pilot Program at the ORC rink from May 22, 2023 to July 30, 2023; and

That Council direct staff to implement a mandatory requirement for hockey helmets for youth 16 years and younger; and

That Council direct staff to extend the Tuesday Inline shinny program to 5:00 pm only if possible with no budget impacts; and

That the following free drop in schedule at the ORC Rink be offered for the remainder of the 2023 season based on the number of participants outlined in Schedule A to Report REC-2023-003:

Month	Tuesday - Inline Shinny	Thursday - Roller-skating	Sunday - Roller-skating
May to June and September to November – weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.

Facilities staff recommend that the above schedule continue to be in place at the ORC Rink. Facilities staff estimated that the utilization rate was approximately 5 to 10 attendees on average from August to November.

Financial Implications

Possible loss of rental revenue during approved free drop-in times, but the loss is considered marginal and typically, renters provide alternative times for their rentals if an allotted time is not available. Additional staffing costs to operate the facility on Sundays when the facility would have been closed if there were no private rentals.

Applicable Legislation and Requirements

None

Engagement Opportunities

The Township promoted and advertised the program as follows:

Channel	Details
Media Release	Shared to date by: <ul style="list-style-type: none"> • Township Website • Global News • Guelph Today • Puslinch Today
Township Website	<ul style="list-style-type: none"> • Homepage Banner • Recreation and Leisure Calendar • Wellington County Festival and Events Calendar
Newsletters	<ul style="list-style-type: none"> • Community Newsletter • Aberfoyle Public School Newsletter
Social Media Posts	<ul style="list-style-type: none"> • Frequent posts reg. scheduled times • Drop-in times if available on Monday's, Tuesday's and Wednesday's by 4:00 p.m.

The approved drop in and scheduled roller-skating and inline shinny programming will continue to be advertised as follows and in line with the chart above:

- Social Media Posts at Facebook.ca/TownshipofPuslinch & Twitter.com/TwpPuslinchON
- Township Website at Puslinch.ca/Facilities within the Recreation and Leisure Calendar
- Community Newsletter
- Aberfoyle Public School engagement

Attachments

Schedule A – Report REC-2023-003 - Roller Skating Free Drop-in Time at the ORC Mid-Term Pilot Program Results

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

Mike Fowler
Director of Public Works, Parks and Facilities



REPORT REC-2023-003

TO: Mayor and Members of Council

PREPARED BY: Sarah Huether, Taxation and Customer Service Supervisor
 Mary Hasan, Director of Finance/Treasurer
 Mike Fowler, Director of Public Works, Parks and Facilities

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: August 16, 2023

SUBJECT: Roller Skating Free Drop-in Time at the ORC Rink – Mid-Term Pilot Program Results

RECOMMENDATIONS

That Report REC-2023-003 entitled Roller Skating Free Drop-in Time at the ORC Rink – Mid-Term Pilot Program Results be received; and

That staff report back to Council on the results of the pilot program at the end of the 2023 season including number of participants that attended; and

That Schedule A to Report REC-2023-003 outlines the number of participants during the free drop-in fluid schedule and free drop-in scheduled programming for the Roller Skating Pilot Program at the ORC rink from May 22, 2023 to July 30, 2023; and

That the following free drop in schedule at the ORC Rink be offered for the remainder of the 2023 season based on the number of participants outlined in Schedule A to Report REC-2023-003:

Month	Tuesday - Inline Shiny	Thursday - Roller-skating	Sunday - Roller-skating
May to June and September to November – weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.

Purpose

The purpose of this report is to provide Council with the mid-term pilot program results of the free drop-in roller and inline skating pilot program, in response to the request for free drop-in time at the ORC rink for roller/inline skating, in support of the Youth Advisory Committee's request as outlined in Report ADM-2023-013.

Background

Council at its meeting held on May 3, 2023 passed the following Council Resolution No. 2023-181:

That Report REC-2023-002 entitled Roller Skating Free Drop-in Time at the ORC be received; and

That Council authorize staff to offer free drop-in time at the ORC rink for roller and inline skating for a pilot period for the 2023 season in support of the Youth Advisory Committee's request as outlined in Report ADM-2023-013; and

That staff report back to Council on the results of the pilot program mid-term at the end of July and at the end of the 2023 season including number of participants that attended during the drop in times, and the outcome of the fluid schedule for drop in times when there is an existing paid rental of the facility; and

That the following free drop in schedule at the ORC rink for roller and inline skating be offered for a pilot period for 2023:

<i>Month</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Sunday</i>
<i>May to June and September to November – weather dependent</i>	<i>Afternoon Fluid times based on existing rentals and staffing</i>	<i>3:00 p.m. to 4:30 p.m.</i>	<i>Afternoon Fluid times based on existing rentals and staffing</i>	<i>3:00 p.m. to 4:30 p.m.</i>	<i>10:00 a.m. to 1:00 p.m.</i>
<i>July and August</i>	<i>Morning Fluid times based on existing</i>	<i>11:00 a.m. to 12:30 p.m.</i>	<i>Morning Fluid times based on existing</i>	<i>3:00 p.m. to 4:30 p.m.</i>	<i>10:00 a.m. to 1:00 p.m.</i>

	<i>rentals and staffing</i>		<i>rentals and staffing</i>		
	<i>Evenings Fluid times based on existing rentals and staffing</i>	<i>Evenings Fluid times based on existing rentals and staffing</i>	<i>Evenings Fluid times based on existing rentals and staffing</i>		

Attached as Schedule B to this Report is Report REC-2023-002 that was presented to Council on May 3, 2023. Please note, afternoon and morning fluid times were not offered as this was very difficult to implement operationally. Fluid times were only offered in the evenings from 6:00 p.m. to 8:00 p.m. when there was scheduled facility staff on site.

Based on the program utilization data outlined in Schedule A, it is recommended that only scheduled drop-in times be provided (and not fluid drop-in times) given the low participant/utilization rates during the fluid times. Also, the additional Township staff time associated with communicating the fluid schedule to the public and between the various Township departments (ie. Services, Facilities, and Communications staff) is an added operational requirement. It takes facilities staff one hour to set up the rink pad surface for this program. However, the Township’s practice has been that drop-ins outside of scheduled or fluid program times, are generally accommodated on a first come first serve basis upon facility staff being on site.

The benefits associated with establishing a weekly drop-in schedule and offering two different schedules based on the time of the year were outlined in Report REC-2023-002 presented to Council on May 3, 2023 and attached as Schedule B to this Report.

Given requests received from the public during the initial term of this pilot program, it is recommended that a separate scheduled drop-in time be provided for inline shinny as accommodating both activities (ie. roller-skating and inline shinny) at the same time is a safety risk for participants.

Staff recommend that the following free drop in schedule at the ORC Rink be offered for the remainder of the 2023 season based on the program utilization outlined in Schedule A to Report REC-2023-003:

Month	Tuesday - Inline Shinny	Thursday - Roller-skating	Sunday - Roller- skating
May to June and September to November – weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.

Financial Implications

Possible loss of rental revenue during approved free drop-in times, but the loss is considered marginal and typically, renters provide alternative times for their rentals if an allotted time is not available. Additional staffing costs to operate the facility on Sundays when the facility would have been closed if there were no private rentals.

Applicable Legislation and Requirements

None

Engagement Opportunities

The Township promoted and advertised the program as follows:

Channel	Details
Media Release	Shared to date by: <ul style="list-style-type: none"> • Township Website • Global News • Guelph Today • Puslinch Today
Township Website	<ul style="list-style-type: none"> • Homepage Banner • Recreation and Leisure Calendar • Wellington County Festival and Events Calendar
Newsletters	<ul style="list-style-type: none"> • Community Newsletter • Aberfoyle Public School Newsletter
Social Media Posts	<ul style="list-style-type: none"> • Frequent posts regarding scheduled times

	<ul style="list-style-type: none">• Drop-in times if available on Monday's, Tuesday's and Wednesday's by 4:00 p.m.
--	--

The approved drop in and scheduled roller-skating and inline shinny programming will be advertised as follows and in line with the chart above:

- Social Media Posts at Facebook.ca/TownshipofPuslinch & Twitter.com/TwpPuslinchON
- Township Website at Puslinch.ca/Facilities within the Recreation and Leisure Calendar
- Community Newsletter
- Aberfoyle Public School engagement

Attachments

Schedule A – Drop in Roller/Inline Skating Program Utilization May 22, 2023 to July 30, 2023

Schedule B – Report REC-2023-002 - Roller Skating Free Drop-in Time at the ORC

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

Mike Fowler
Director of Public Works, Parks and Facilities

Schedule A - Drop in Roller/Inline Skating Program Utilization May 22, 2023 to July 30, 2023

DROP-IN ROLLER/INLINE SKATING PROGRAM UTILIZATION						
Week of	Monday Fluid	Tuesday Scheduled	Tuesday Fluid	Wednesday Fluid	Thursday Scheduled	Sunday Scheduled
May 22	Note A	1	Note A	Note A	4	7
May 29		0			0	3
June 5		0			1	3
June 12		0			8	5
June 19		1			6	5
June 26		5			6	0
July 3		3			1	5
July 10		1			0	2
July 17		0			2	3
July 24		0			0	2
TOTALS	0	11	0	0	28	35

Note A – Facilities staff estimate that of the approximately 29 fluid times promoted and advertised from May 22, 2023 to July 30, 2023, there were approximately a total of 10 participants who attended.



REPORT REC-2023-002

TO: Mayor and Members of Council

PREPARED BY: Sarah Huether, Taxation and Customer Service Supervisor
Mary Hasan, Director of Finance/Treasurer
Mike Fowler, Director of Public Works, Parks and Facilities

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: May 3, 2023

SUBJECT: Roller Skating Free Drop-in Time at the ORC

RECOMMENDATIONS

That Report REC-2023-002 entitled Roller Skating Free Drop-in Time at the ORC be received; and

That Council authorize staff to offer free drop-in time at the ORC rink for roller and inline skating for a pilot period from 2023 to 2025 in support of the Youth Advisory Committee's request as outlined in Report ADM-2023-013; and

That upon completion of the 2023 to 2025 pilot program, that staff report back to Council on the results of the pilot program including number of participants that attended during the drop in times; and

That the following free drop in schedule at the ORC rink for roller and inline skating be offered for a pilot period from 2023 to 2025:

MONTH	TUESDAY	THURSDAY
May to June and September to November – weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.

Purpose

The purpose of this report is to provide Council with a proposed schedule, in response to the request for free drop-in time at the ORC rink for roller/inline skating, in support of the Youth Advisory Committee's request as outlined in Report ADM-2023-013.

Background

Council at its meeting held on March 22, 2023 received Report ADM-2023-013 entitled Youth Advisory Committee Meeting Update and directed staff to report back on the request to add roller skating free drop-in time at the ORC when the pad becomes available for the 2023 season and ongoing. Report ADM-2023-013 is attached as Schedule A to this Report.

Staff have reviewed the previous year (2022) and current year (2023) rental requests, to determine a suitable time to schedule the free drop-in time at the ORC rink. The benefits associated with establishing a weekly drop-in schedule are outlined below:

- Enables increased utilization of the facility by users.
- The public appreciates the reliability in a weekly drop-in schedule.
- Enables effective and timely advertising to the public through the Township website of the weekly drop-in schedule.
- Creates a fair, equal and transparent process for providing free drop-in times to the public.

Staff have recommended that two, 1.5 hour sessions be provided on Tuesdays and Thursdays for a pilot period from 2023 to 2025 as follows:

MONTH	TUESDAY	THURSDAY
May to June and September to November - weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.

The drop-in times proposed are based on days and times of the week where the facility has:

- Previously had low utilization rates (ie. no recurring league rentals and limited one-time rentals).

- Staff that are scheduled to work at the facility resulting in limited incremental staffing costs.

Staff recommend two different schedules based on the time of the year:

- One schedule is recommended during the regular school year. Council implemented a crossing guard position at the Brock Road intersection to promote safe parking options at the Puslinch Community Centre. As school dismissal is at 2:50 p.m., staff suggest programming begin at 3:00 p.m. to promote after school activities.
- A different schedule is recommended for the summer months. The alternate summer schedule provides recreational opportunities earlier in the day for youth during the school summer break.

Staff recommend that this drop-in time not be an opportunity for ball hockey and therefore, sticks and balls will not be permitted during these drop-in times. Accommodating both activities at the same time becomes a safety risk for participants.

Financial Implications

Possible loss of rental revenue during approved free drop-in times, but the loss is considered marginal and typically, renters provide alternative times for their rentals if an allotted time is not available. Staff are also scheduled to work at the facility during the free drop-in times proposed in this Report resulting in limited incremental staffing costs.

Applicable Legislation and Requirements

None

Engagement Opportunities

As discussed throughout this Report, this initiative was recommended by the Youth Advisory Committee. If this initiative is approved by Council, the approved drop in schedule will be advertised as follows:

- Social Media Posts at [Facebook.ca/TownshipofPuslinch](https://www.facebook.com/TownshipofPuslinch) & [Twitter.com/TwpPuslinchON](https://twitter.com/TwpPuslinchON)
- Township Website at [Puslinch.ca/Facilities](https://www.puslinch.ca/Facilities) within the Recreation and Leisure Calendar
- Community Newsletter
- Aberfoyle Public School engagement

Township staff will update the Youth Advisory Committee on Council's direction.

Attachments

Schedule A – Report ADM-2023-013 – Youth Advisory Committee Meeting Update

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

Mike Fowler
Director of Public Works, Parks and Facilities



REPORT ADM-2023-013

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: March 22, 2023

SUBJECT: Youth Advisory Committee Meeting Update

RECOMMENDATION

That Report ADM-2023-013 entitled Youth Advisory Committee Meeting Update be received; and

That Council approve the new Youth Advisory Committee logo as presented; and

That Council approve the three (3) goals and objectives as outlined in this report for the 2023 year; and

That Council direct staff to report back on the request to add roller skating free drop-in time at the ORC when the pad becomes available for the 2023 season and on-going.

Purpose

The purpose of this report is to provide Council with an update on the Youth Advisory Committee and to present to Council the proposed Committee logo and the proposed Committee goals and objectives for the 2023 year.

Background

The Youth Advisory Committee is a new Committee that was established for the 2022-2026 term of Council. The Committee has met for two (2) regularly scheduled meetings to date (February 6, 2023 and March 6, 2023). The Committee received orientation at the first meeting which included an introduction on setting goals and objectives for the year/term. Following the orientation, the Committee members were tasked with presenting their proposed goal or objective to the Committee at the March meeting. The Committee heard a

number of great presentations and voted on the proposals. Three (3) projects were selected as outlined in the resolution below:

Resolution No. 2023-013:

Moved by Carter Devries

Seconded by Laz Holford

That Report YOU-2023-002 entitled Committee Goals and Objectives Initial Proposals be received; and

That the Youth Advisory Committee direct staff to look into the Arkell Soccer Lights Initiative and report back to the Committee at the April meeting; and

That the Youth Advisory Committee request that Council consider adding roller skating free drop-in time at the ORC when the pad becomes available for the 2023 season and on-going; and,

That the Youth Advisory Committee selects the following goals and objective proposals for the 2023 Youth Advisory Committee Goals and Objectives; and further,

That the following sub-committees be established for the respective proposals:

Goals and Objectives Proposal	Sub-Committee
Sports Day	Aaron, Carter D., Carter O., Kenzo
Hobbies Day	Xander, Talia, Councillor Bailey
Fall Fair	Chelsey, Ayla, Katey, Laz, Oliver

That the Youth Advisory Committee forward this resolution to Council for its Consideration.

CARRIED

Each proposal will require the completion of a fulsome project proposal by the subcommittee which will outline the specifics of each project and identify any financial implications, fundraising opportunities, etc. Subject to Council approval, the sub-committees will begin working on their proposals and project planning.

The Committee requested that Council consider adding roller skating free drop-in time at the ORC when the pad becomes available for the 2023 season and on-going. Staff recommend that this be explored and that a staff report be prepared for Council to consider at an upcoming meeting.

The Committee also requested that staff look into the potential for lighting at the soccer field near Arkell. As a first step, staff verified the property ownership as being owned by the Calvary Baptist Church. Staff recommend that this information be provided to the Committee and no further action be taken.



At the February meeting, the Committee was also tasked with developing a unique logo concept for the Committee to review at the March meeting. Schedule “A” of this report displays all logos that were developed and submitted by the Committee members. The Committee conducted a series of votes to narrow down the logos to the winning logo displayed below. The winning logo was developed by Committee Member Carter O’Driscoll:



Subject to Council approval, the new logo will be displayed on Youth Advisory Committee agendas, minutes, resolutions, public communications, etc. in addition to the Township crest.

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

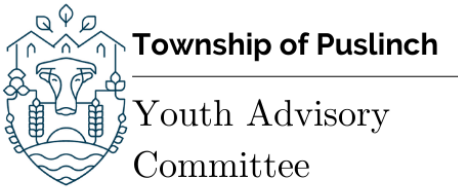
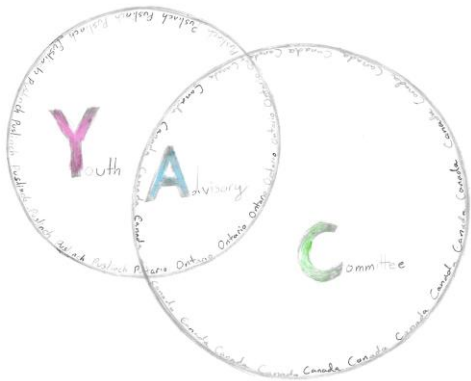
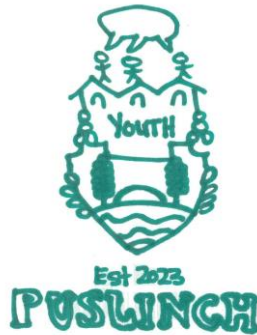
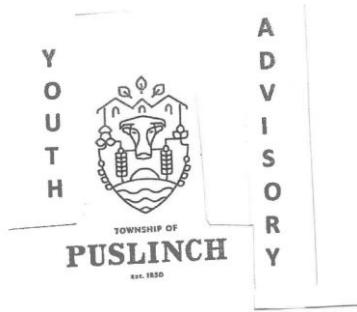
Schedule "A" Committee Logo Concepts

Respectfully submitted,

Reviewed by:

**Courtenay Hoytfox,
Municipal Clerk**

**Glenn Schwendinger,
CAO**





REPORT REC-2024-002

TO: Mayor and Members of Council

PREPARED BY: Beth Drinkwater, Interim Taxation and Customer Service Supervisor
Mary Hasan, Director of Finance/Treasurer
Mike Fowler, Director of Public Works, Parks and Facilities

PRESENTED BY: Mike Fowler, Director of Public Works, Parks and Facilities

MEETING DATE: April 10, 2024

SUBJECT: Concession Stand at Old Morriston Baseball Diamond

RECOMMENDATION

That Report REC-2024-002 entitled Concession Stand at Old Morriston Baseball Diamond be received; and

That Council direct staff to _____.

Purpose

The purpose of this report is to report back to Council regarding Puslinch Minor Baseball's request for the use of the concession stand at the Old Morriston Baseball Diamond based on their delegation at the March 20, 2024 Council Meeting.

Please note, Township staff will be reporting back on Council's other direction from the March 20, 2024 Council Meeting at a future Council Meeting date (ie. baseball diamond scheduling and rental requests from leagues including how neighboring municipalities structure user fee rates for community groups that are offered first right of refusal for facility use). Council's direction was to include comments and recommendations from the Recreation Committee prior to reporting back to Council.

Background

Puslinch Minor Baseball has requested to make operational the concession stand at Old Morriston Baseball Diamond for the 2024 season and for the end of the year tournament taking

place in August 2024. Public Health requires Puslinch Minor Baseball to submit a floor plan for the baseball concession stand for Public Health's approval before proceeding. At the time of writing this Report, Township staff have not received a floor plan or Public Health's approval from Puslinch Minor Baseball. The recommendations in this report are subject to Township staff being satisfied with the floor plan and the approvals being obtained by Puslinch Minor Baseball from Public Health. Puslinch Minor Baseball has requested the removal of the old oven in order to install a new fridge along with a small storage locker to safely secure their belongings. The expense of the refrigerator, cleaning of the concession and painting is proposed to be completed and funded by Puslinch Minor Baseball.

Over the past several years, attempts have been made by different community groups to use the space as a functioning concession stand. For various reasons, these groups have not elected to continue offering this service and instead, the concession stand has been used primarily as a storage facility.

Puslinch Minor Baseball currently purchases its own insurance and provides the Township with a certificate of insurance for its softball activities naming the Township of Puslinch as an additional insured. Township staff contacted the Township's insurer to determine recommendations from an insurance perspective for the use of the concession stands (including storage and selling of merchandise). If the Township does allow renters to use its concession stands, the Township's insurer recommends that the certificate of insurance include in the description of operations "use of concession stands" prior to use. The Township's insurer also advised that the Township's insurance policy would not cover any of the user group items that are stored in the concession stands and the user groups should ensure that they have appropriate liability coverage for those items.

Council at its meeting held on March 20, 2024 directed staff to report back on Puslinch Minor Baseball's request for the use of the Concession Stand at Old Morriston Baseball Diamond including the following:

- if usage would be for community groups only or for all renters;
- whether additional rental fees should be charged;
- whether additional or different insurance coverages are required; and
- possible costs incurred by the Township.

Staff recommend that the use of the concession stand at Old Morriston Baseball Diamond be available to any user group who requests this access as part of their rental of the baseball diamond and provides the applicable additional insurance as outlined above. Similarly, it is recommended that for the 2024 baseball season, no additional rental fees be charged. After the completion of the 2024 season, Township staff will determine if additional fees should be charged for use of the space as a rentable facility or whether the baseball diamond fee should be increased due to the additional costs associated with the usage of this space.

Township staff recommend that Puslinch Minor Baseball proceed with clearing out the concession stand including removal of the old oven, installing a storage locker to ensure Puslinch Minor Baseball's items are secure, and painting, all at Puslinch Minor Baseball's own expense. It is staff's recommendation that Puslinch Minor Baseball work with Township staff to ensure that Township branding is adhered to for all work performed.

Township staff do not recommend the installation of a refrigerator due to increased electricity costs, increased overall maintenance (ie. securing for the winter, etc.), and the security risks associated with a refrigerator given this space is recommended to be made available to other user groups as outlined above.

Financial Implications

Total revenues generated for each baseball diamond in 2023 are as follows:

- Old Morriston Ball Diamond - \$2,496
- Aberfoyle Ball Diamond - \$5,696
- Morriston Meadows Ball Diamond - \$1,776

All ball diamonds have the following 2024 hourly rates net of HST:

- no lights - \$24.50/hour
- with lights - \$36.74/hour

Eligible organizations in accordance with the eligibility criteria noted in the User Fees and Charges By-law are eligible to receive a 75% or 90% reduced rate on the above hourly rates. Puslinch Minor Baseball is currently receiving a 75% reduced rate.

The Township would incur minimal additional costs by permitting Puslinch Minor Baseball to use the concession stand (ie. increased electricity costs).

Applicable Legislation and Requirements

Not applicable

Engagement Opportunities

Not applicable

Attachments

None

Respectfully submitted,

Reviewed by:

**Mary Hasan, Director of
Finance/Treasurer
Mike Fowler, Director of Public
Works, Parks and Facilities**

**Courtenay Hoytfox
Interim Chief Administrative Officer**



4622 Nassagaweya-Puslinch Townline Moffat Ontario Canada L0P 1J0
Phone: 519.826.0099 fax: 519.826.9099 www.hardenv.com

Groundwater Studies
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Monitoring
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Groundwater Mapping

Our File: 1201

March 27, 2024

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

Attention: Courtenay Hoytfox
Municipal Clerk

Dear Courtenay:

**Regarding: 2023 Groundwater Monitoring Summary, Cox Puslinch
Pit Northeast Extension License 625710**

We have conducted a review of the following monitoring report for the
Cox Construction Pit in Puslinch Township.

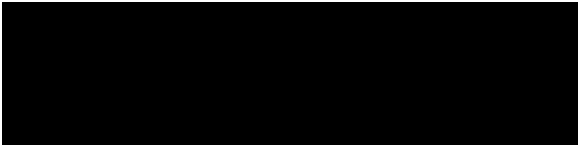
*2023 Groundwater Monitoring Summary, Cox Construction Ltd -
Puslinch Pit Northeast Extension (Licence #625710), Groundwater
Science Corporation, February 23, 2024*

No extraction has occurred to date. The water level hydrographs continue
to reflect background conditions.

We have no concerns with the information presented.

Sincerely,

Harden Environmental Services Ltd.



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

March 2024

February 23, 2024

Bill Hartung
General Manager,
Cox Construction Limited
P.O. Box 427
687 Eramosa Rd.
Guelph, Ontario
N1H 6K5

Dear Mr. Hartung:

**RE: 2023 Groundwater Monitoring Summary
Cox Construction Ltd - Puslinch Pit Northeast Extension (Licence #625710)**

This letter provides a summary of the groundwater monitoring program results to date.

1.0 Water Level Monitoring Program

The monitoring program conditions as listed on the Site Plan (Robert Stovel) are as follows:

Monitoring

1. Prior to extraction at the site two new water table monitoring wells shall be constructed on-site as shown on the Site Plan and maintained in working order.
2. As soon as possible after below water table extraction occurs within the expansion area a staff gauge shall be established within the extraction pond.
3. During extraction groundwater level measurements shall be obtained at on-site locations including the two new wells and staff gauge (as accessible), in addition to Mast-Snyder Pit monitors BH2, BH4, MP4 and MP5 (as accessible) on a monthly basis. Note Puslinch Pit BH22 will be destroyed and will not be replaced. If Mast-Snyder Pit monitor BH4 becomes inaccessible or is destroyed, the operator shall construct a replacement well in that general area of the Puslinch Pit Expansion site.
4. Monitoring data shall be shared with adjacent operator(s) upon request, in addition monitoring data summaries from adjacent sites will be requested on an annual basis.
5. Prior to below water table extraction at the site Trigger Thresholds will be established to the satisfaction of MNR, MOE, GRCA and the Township of Puslinch for the two new Puslinch Pit Expansion monitors and Mast-Snyder monitoring locations BH2, BH4 (and/or replacement well as required), MP4 and MP5.
The thresholds shall include an Interim Trigger Level prior to potential impacts are expected at which monitoring frequency will be increased to weekly. The weekly monitoring frequency will be maintained until three consecutive water level measurements are above the Interim Trigger level.
6. The monitoring data available to this program shall be summarized and submitted to the MNR, MOE, GRCA and the Township of Puslinch on an annual basis. This report shall assess the need for mitigation measures on an ongoing basis through comparison to trigger thresholds.

The monitoring locations are shown on the attached figure. New monitors MW1-17 and MW2-17 were installed on November 15, 2017. Access to the Mast-Snyder monitors was obtained in May 2018.

Monitoring results are summarized on the attached tables and hydrographs, and discussed below in **Section 2.0**. Historical water level data for BH2, BH4 and MP4 was provided by AECOM on behalf of CBM Aggregates, and is used to provide context to the most recent monitoring results.

To date operations have been limited, with no aggregate removed from the Licence and no below water extraction (within the defined future pond area) to date. We note that some initial excavation work begun in 2021 as part of the Silt Barrier construction, however has been discontinued.

In response to the initial barrier work at the site trigger thresholds were proposed as part of the 2021 annual monitoring report (Puslinch NE Extension Pit 2021 Monitoring Report, August 8, 2022). The initial proposed thresholds were based on the lowest (baseline) water levels observed at that time. To date no agency review or approval has been provided, therefore at this time the 2022 proposed threshold values are regarded as preliminary.

Cox Construction Limited has now indicated that no extraction (above or below water) at the site is anticipated in 2024. In addition, above water extraction will occur first, followed by below water extraction. Therefore, it will be a number of years before thresholds are required to satisfy the Site Plan conditions. As discussed below, natural water table fluctuation in 2022 resulted in historically low water levels at some monitors.

Therefore, at this time we recommend continued monitoring to better establish seasonal trends at the most recently installed monitors, and that thresholds be established in the future prior to below water extraction at the site.

2.0 2023 Monitoring Results

The water level data collected to date reflects baseline conditions with respect to the approved below water extraction within this site. No Puslinch Pit Northeast Extension site extraction related influences on the water table will have occurred to date.

Long-term water table trends in this area (since 1999), with respect to seasonal and annual climate variation, is available through the incorporation of the Mast-Snyder Pit water level data at BH2, BH4 and MP4. A long-term hydrograph is attached for reference. As indicated 2022 water table levels, while low, remained within the historical range observed at the site. The long-term data indicates that low water levels in 2022 were a response to below average precipitation through the year.

Water table elevations in 2023 were generally higher than observed in 2022, in response to more “average” annual precipitation conditions.

We note that CBM MP4 is a drive-point piezometer installed within a wetland/pond area, and are not always accessible depending on pond levels. Water level monitoring occurs at MP4 as access permits. The wetland at MP4 regularly dries out during low water level periods, and was observed to be dry over most of the monitoring conducted since 2019. Some surface water was present in early 2022 (spring freshet period), however none was observed in 2023. Monitor MP4 also regularly goes dry during low water table periods, and was observed to be dry in both late 2022 and early 2023 in response to a lack of precipitation.

Water levels in late 2022 at MW1-17 and MW2-17 were the lowest observed to date (since installation in 2017). Water levels at BH4 and MP4 were also relatively low at the end of 2022. In addition, the water level at BH2-II (shallow monitor) in December 2022 as the 3rd lowest observed since monitoring began (in 1999). Slightly lower levels were observed in December 1999 and January 2003. Seasonal water table elevations in 2023 were closer to the established historical range at these locations.

The monitoring results indicate that the water table decline at the site in 2022 was due to lack of precipitation, and represents a natural condition. Some “recovery” is noted in 2023 due to more average annual precipitation.

3.0 Recommendations

Monitoring should continue in 2024 as per Site Plan conditions.

Baseline (pre-extraction) water level monitoring results should continue to be collected and reviewed in order to establish appropriate threshold values, as specified in the Site Plan conditions. Prior to below water extraction at the site finalized thresholds should be proposed and reviewed by MNRF, MECP, GRCA and the Township of Puslinch. At that time comment and/or acceptance of the thresholds should be sought from each agency.

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

Sincerely,

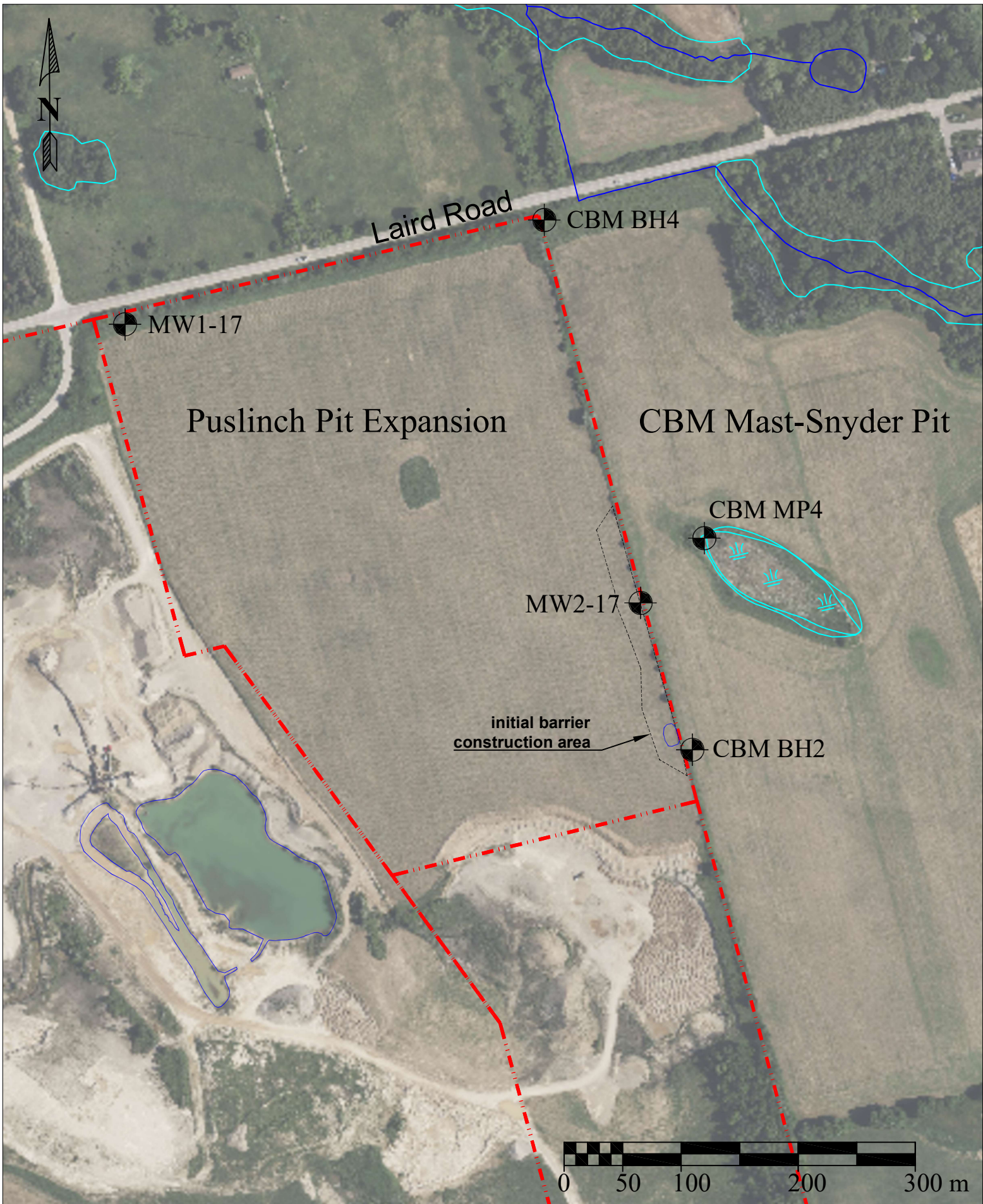


Andrew Pentney, B.Sc., P.Geo.
Hydrogeologist



Cc: Rob Stovel

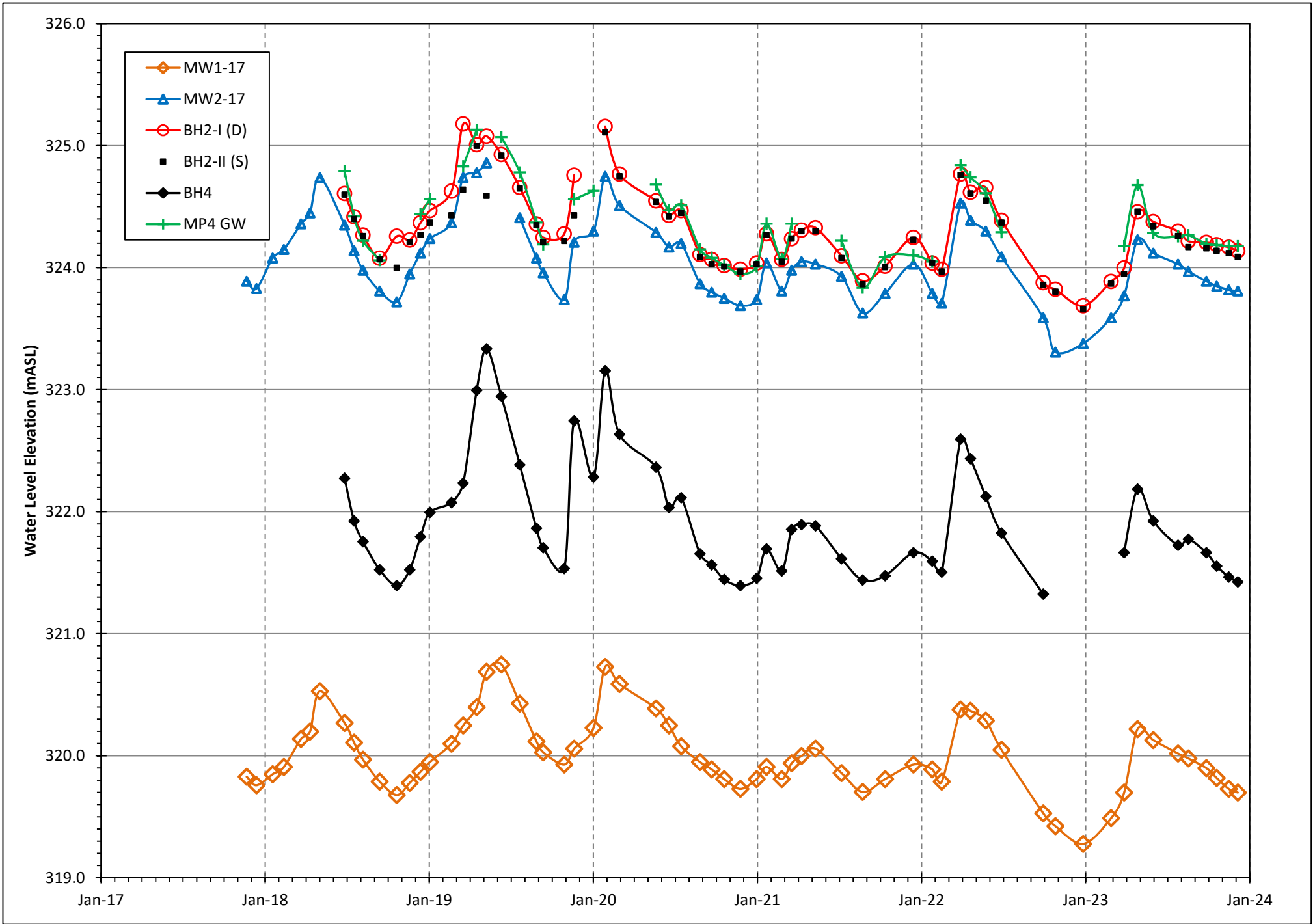
Attached: Figure 1 Monitoring Locations
Table - Water Level Measurements Summary (Site)
Water Level Hydrograph (Site)
Long Term Hydrograph and Water Level Comparison
Puslinch Area Precipitation Summary

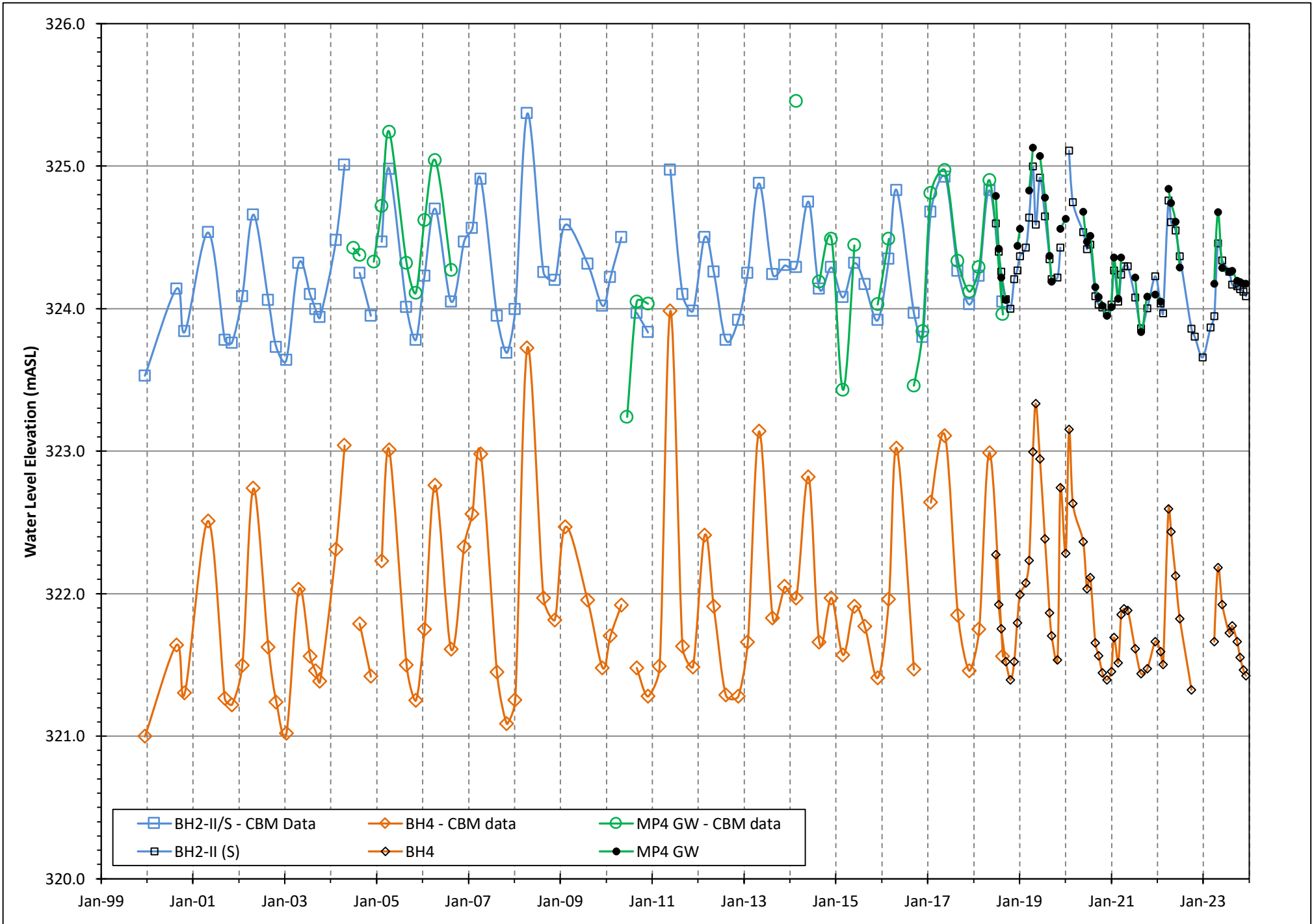


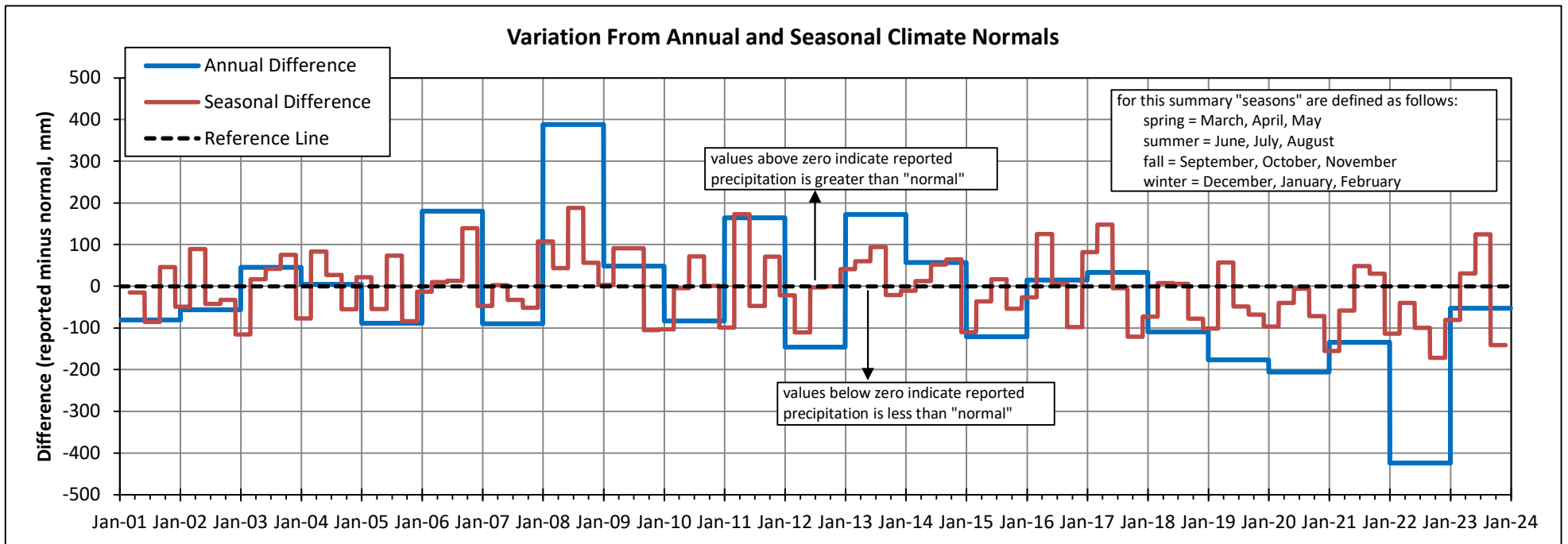
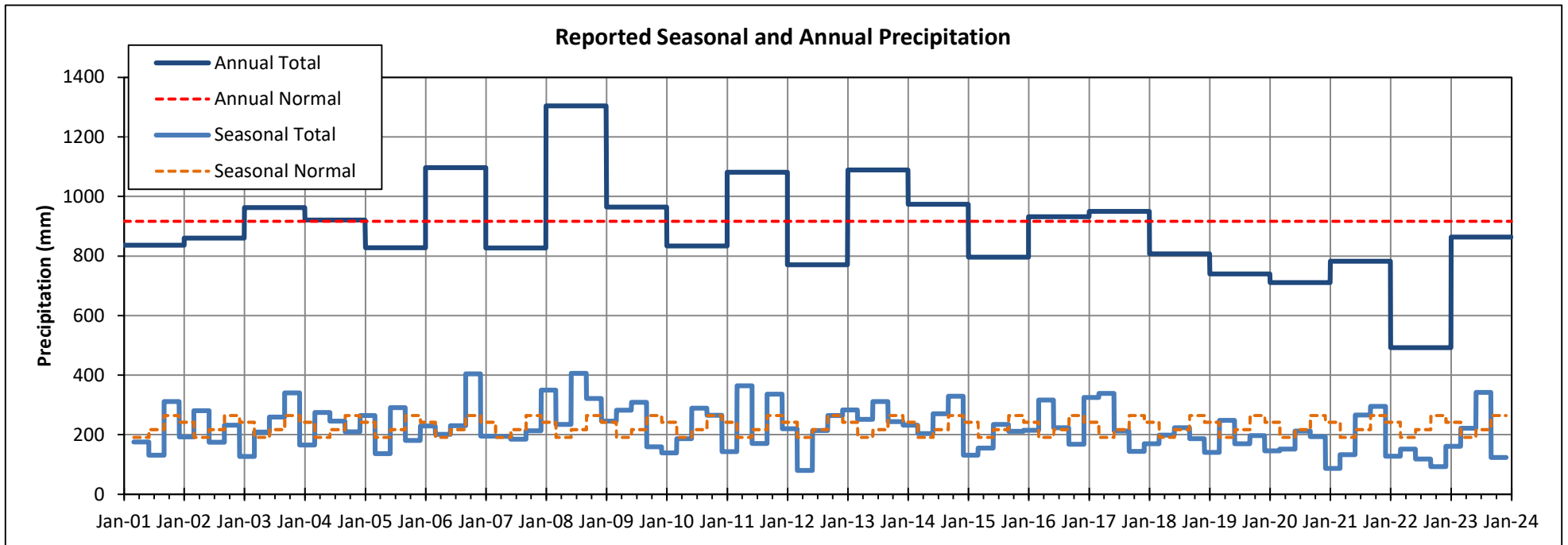
<p>— · · · · · Licence boundaries (approximate)</p> <p>⊕ monitoring locations</p> <p>wetlands, water bodies & watercourses, roads, etc. as shown</p> <p>air photo: AutoCAD geolocate (Bing)</p>	<p>Modified from: geographic data obtained through Land Information Ontario</p> <p><small>Contains information licensed under the Open Government Licence - Ontario.</small></p>	<p>Figure 1: Monitor Locations</p>
<p>July 2023</p> <p>Scale: as shown</p>	<p>GROUNDWATER SCIENCE CORP.</p>	<p>Cox Construction Ltd</p> <p>Puslinch Pit Expansion, Licence #625710</p>

Date	Water Level Elevation (mASL)						
	MW1-17	MW2-17	BH2-I (D)	BH2-II (S)	BH4	MP4 GW	MP4 SW
21-Nov-17	319.83	323.89	#N/A	#N/A	#N/A	#N/A	#N/A
13-Dec-17	319.76	323.83	#N/A	#N/A	#N/A	#N/A	#N/A
18-Jan-18	319.85	324.08	#N/A	#N/A	#N/A	#N/A	#N/A
12-Feb-18	319.91	324.15	#N/A	#N/A	#N/A	#N/A	#N/A
22-Mar-18	320.14	324.36	#N/A	#N/A	#N/A	#N/A	#N/A
11-Apr-18	320.20	324.45	#N/A	#N/A	#N/A	#N/A	#N/A
3-May-18	320.53	324.74	#N/A	#N/A	#N/A	#N/A	#N/A
27-Jun-18	320.27	324.35	324.61	324.60	322.28	324.79	324.96
18-Jul-18	320.11	324.14	324.42	324.40	321.93	324.42	324.94
7-Aug-18	319.97	323.98	324.27	324.26	321.76	324.22	dry
13-Sep-18	319.79	323.81	324.08	324.07	321.53	324.06	dry
21-Oct-18	319.68	323.72	324.26	324.00	321.40	#N/A	#N/A
19-Nov-18	319.78	323.95	324.23	324.21	321.53	dry	dry
13-Dec-18	319.87	324.12	324.37	324.27	321.80	324.44	#N/A
3-Jan-19	319.95	324.24	324.47	324.37	322.00	324.56	fr/dry
20-Feb-19	320.10	324.37	324.63	324.43	322.08	frozen	frozen
18-Mar-19	320.25	324.74	325.18	324.64	322.24	324.83	325.13
17-Apr-19	320.40	324.78	325.01	325.00	323.00	325.13	325.17
9-May-19	320.69	324.86	325.08	324.59	323.34	#N/A	#N/A
11-Jun-19	320.75	#N/A	324.93	324.92	322.95	325.07	325.16
22-Jul-19	320.43	324.41	324.66	324.65	322.39	324.78	325.00
28-Aug-19	320.12	324.08	324.36	324.35	321.87	324.37	dry
12-Sep-19	320.03	323.96	324.25	324.21	321.71	324.19	dry
29-Oct-19	319.93	323.74	324.28	324.22	321.54	dry	dry
20-Nov-19	320.06	324.21	324.76	324.43	322.75	324.56	dry
2-Jan-20	320.23	324.30	#N/A	#N/A	322.29	324.63	dry
28-Jan-20	320.73	324.75	325.16	325.11	323.16	frozen	frozen
29-Feb-20	320.59	324.51	324.77	324.75	322.64	frozen	frozen
20-May-20	320.39	324.29	324.55	324.54	322.37	324.68	324.93
18-Jun-20	320.25	324.17	324.43	324.42	322.04	324.47	dry
15-Jul-20	320.08	324.20	324.47	324.45	322.12	324.51	dry
26-Aug-20	319.95	323.87	324.11	324.09	321.66	324.15	dry
21-Sep-20	319.89	323.80	324.07	324.03	321.57	324.08	dry
19-Oct-20	319.81	323.75	324.02	324.01	321.45	324.02	dry
24-Nov-20	319.73	323.69	323.99	323.97	321.40	323.95	dry
30-Dec-20	319.81	323.74	324.04	324.03	321.46	324.01	dry
21-Jan-21	319.91	324.04	324.28	324.27	321.70	324.36	dry
24-Feb-21	319.81	323.81	324.07	324.05	321.52	324.07	dry
18-Mar-21	319.94	323.98	324.24	324.24	321.86	324.36	dry
9-Apr-21	320.00	324.05	324.31	324.30	321.90	dry	dry
10-May-21	320.06	324.03	324.33	324.30	321.89	dry	dry
7-Jul-21	319.86	323.93	324.10	324.08	321.62	324.22	dry
23-Aug-21	319.70	323.63	323.89	323.86	321.44	323.84	dry
12-Oct-21	319.81	323.79	324.01	324.00	321.48	324.09	dry
14-Dec-21	319.93	324.03	324.25	324.23	321.67	324.10	dry
25-Jan-22	319.89	323.79	324.04	324.04	321.60	324.05	dry
15-Feb-22	319.79	323.71	323.99	323.97	321.51	dry	dry
29-Mar-22	320.38	324.53	324.77	324.76	322.60	324.84	324.95
20-Apr-22	320.37	324.39	324.62	324.61	322.44	324.74	324.93
24-May-22	320.29	324.30	324.66	324.55	322.13	324.61	dry
28-Jun-22	320.05	324.09	324.39	324.37	321.83	324.29	dry
29-Sep-22	319.53	323.59	323.88	323.86	321.33	dry	dry
26-Oct-22	319.42	323.31	323.82	323.80	dry	dry	dry
27-Dec-22	319.28	323.38	323.69	323.66	dry	dry	dry
27-Feb-23	319.49	323.59	323.89	323.87	dry	dry	dry
28-Mar-23	319.70	323.77	324.00	323.95	321.67	324.18	dry
27-Apr-23	320.22	324.23	324.46	324.46	322.19	324.68	dry
1-Jun-23	320.13	324.12	324.38	324.34	321.93	324.29	dry
26-Jul-23	320.02	324.03	324.30	324.26	321.73	324.26	dry
18-Aug-23	319.98	323.97	324.22	324.17	321.78	324.27	dry
27-Sep-23	319.90	323.89	324.21	324.16	321.67	324.20	dry
20-Oct-23	319.82	323.85	324.19	324.14	321.56	324.19	dry
16-Nov-23	319.73	323.82	324.17	324.12	321.47	324.18	dry
6-Dec-23	319.70	323.81	324.14	324.09	321.43	324.18	dry

notes: mASL = metres above sea level GW = groundwater SW = surface water







February 26th, 2023

Honourable Lisa Thompson, Ontario Minister of Agriculture, Food and Rural Affairs

Via e-mail: lisa.thompsonco@pc.ola.org

Re: Recommended Phase Out of Free Well Water Testing in the 2023 Auditor General's Report

Dear Minister Thompson,

In the 2023 Auditor General's Value-for-Money Audit of Public Health Ontario (PHO) released in December 2023, recommendation number 5 states that PHO, in conjunction with the Ministry of Health (MOH), are to update and implement a laboratory modernization plan within 12 months to streamline the laboratory's operations.

https://www.auditor.on.ca/en/content/annualreports/arreports/en23/AR_publichealth_en23.pdf

This stemmed from a 2017 proposal by PHO, collaboratively with the MOH at the request of the Deputy Minister to close six of the 11 public health laboratory sites (Hamilton, Kingston, Orillia, Peterborough, Sault Ste. Marie and Timmins) and gradually discontinue private drinking water testing. The justification:

- Mitigating rising costs of maintaining facilities
- Establishing a more efficient operating model that reduces the rerouting of samples to other PHO laboratory sites

About 50% of the Ausable Bayfield Maitland Valley Region population is serviced by private wells. The proposed removal of PHO's free private drinking water testing is of concern to our Ausable Bayfield Source Protection Committee, particularly when Source Protection Regions have been directed by the Ministry of Environment, Conservation and Parks, Source Protection Branch, to deliver education and outreach to private well owners under the new Best Practices initiative.

In our region, we have been working with service and community organizations such as the Lions, Optimists and Lakeshore Residents Associations to co-host very successful Best Practices 'Water Wise' events that encourage private well owners to sample their drinking water using the free microbial testing provided by the province. By distributing water sample bottles ahead of the event and delivering the samples to Huron Perth Public Health for lab analysis, most of

the barriers to water sampling are removed. At these events 25% to 50% of a communities well water will be sampled in one day or night.

Well owners understand the importance of testing their well water; it is the inconvenience of doing so that is the barrier. One of the goals of the 'Water Wise' events is to encourage well owners to get in the habit of testing their water regularly as part of Best Practices for protecting their drinking water. The hope is that the community groups and service clubs that Source Protection staff work with will make Water Wise water sampling events part of their regular activities.

Private drinking water systems in Ontario do not have the legislated safeguards that are required for municipal/communal/public systems under the *Safe Drinking Water Act, 2002*. Only municipal water supply systems fall under the *Clean Water Act, 2006* and the Source Water Protection program. Health Canada's guidance on waterborne pathogens references three studies that determine that private systems are vulnerable and there is evidence that demonstrates they are more likely to contribute to gastrointestinal illness than public drinking water systems.

If the free water testing phase out recommendation is approved, well owners would have to use a commercial lab for a fee, which disincentivizes testing. When water is not monitored regularly, there is no way to know the true quality of the water, which puts people at increased risk of becoming ill. With private systems being stand-alone systems, any associated illnesses are isolated sporadic events and do not come to public attention like those seen during the Walkerton outbreak.

The private drinking water test data maintained by PHO has been used by researchers to publish evidence that helps support public health policy. Source Protection Committees can access data associated with their area, as was presented at our March 2023 meeting. The data can be used to inform well owners of regional water quality concerns and associated health risks. If PHO stops testing, this data and affiliated research will no longer be available.

In the Walkerton Inquiry Report Part 2, Justice O'Connor concluded the privatization of laboratory testing of drinking water samples connected directly to the *E. coli* O157:H7 outbreak in Walkerton Ontario in May 2000. Twenty-four years later, there is a proposal to privatize water testing once again.

At the January 31st meeting of the Ausable Bayfield Maitland Valley Source Protection Committee the following resolution was unanimously approved:

MOTION #SPC: 2024-02-04

Moved by Philip Keightley

Seconded by Mary Ellen Foran

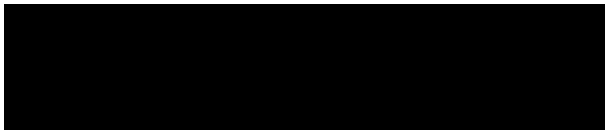
“THAT the Source Protection Committee direct a letter to Minister Thompson requesting that the province not proceed with the recommended phase out of free private well testing in Ontario, and

“FURTHER, THAT area municipalities, the Minister of Environment Conservation and Parks, the Minister of Health and Long-Term Care, other Source Protection Committees, and local health units be forwarded the letter and asked for their support. “

Carried.

Thank you for your consideration of this request.

Sincerely



Matthew Pearson

Chair

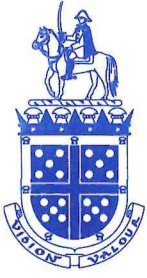
Ausable Bayfield Maitland Valley Source Protection Committee

Cc Honourable Sylvia Jones, Minister of Health and Long-Term Care
Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks

Municipalities of Adelaide Metcalfe, Ashfield-Colborne-Wawanosh, Bluewater, Central Huron, Goderich, Howick, Huron East, Lambton Shores, Lucan Biddulph, Mapleton, Middlesex Centre, Minto, Morris-Turnberry, North Middlesex, North Perth, Perth South, South Bruce, South Huron, Warwick, West Perth, Wellington North
Townships of Huron-Kinloss and North Huron

Huron Perth Public Health, Lambton Public Health, Middlesex-London Health Unit, Wellington Dufferin Guelph Public Health

Source Protection Regions: Cataraqui; Central Lake Ontario, Toronto, Credit Valley; Essex; Hamilton Halton; Grey Sauble, Saugeen, Northern Bruce Peninsula; Lake Erie; Lakehead; Mattagami; Mississippi-Rideau; Niagara; North Bay; Quinte; Raisin South Nation; Sault Ste. Marie; South Georgian Bay Lake Simcoe; Sudbury; Thames -Sydenham and Region; Trent Conservation Coalition



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
ALDO L. SALIS, BES, MSc, RPP, MCIP, DIRECTOR
T 519.837.2600
T 1.800.663.0750
F 519.823.1694

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH ON N1H 3T9

March 28th, 2024

Wellington County Member Municipal CAO's

Dan Wilson, Township of Centre Wellington
Rob Adams, Town of Erin
Ian Roger, Township of Guelph/Eramosa
Manny Baron, Township of Mapleton
Chris Harrow, Town of Minto
Courtenay Hoytfox, Township of Puslinch
Brooke Lambert, Township of Wellington North

dwilson@centrewellington.ca
rob.adams@erin.ca
iroger@get.on.ca
mbaron@mapleton.ca
c.harrow@mintofiredept.on.ca
choytfox@puslinch.ca
blambert@wellington-north.com

Good Day,


Please find attached to this letter a recent Planning Committee report that details the last year's residential development activity in Wellington.

This report provides insights into several different residential development metrics, including how many residential permits were issued across our County, the on-going diversification of our housing stock, and the total vacant residential unit supply that exists in Wellington. We are sharing this information with you as a resource to help inform discussions about housing in our community and to highlight the good work we are all doing as municipal governments to facilitate and approve our supply of housing.

We also wanted to take this time to recognize and thank your planning and building staff for their continued support in providing the information necessary to help make this kind of reporting happen.

Should you have any questions about the attached report or any other planning matter, please feel free to contact me. My staff and I are always prepared to meet with you and discuss matters of importance to your community.

Regards,


Aldo L. Salis, BES, MSc, RPP, MCIP
Director of Planning and Development
County of Wellington

c. Scott Wilson, CAO, County of Wellington



Committee Report

To: Chair and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
Paul Barson, GIS Programme Manager
Date: Thursday, March 14, 2024
Subject: **2023 Residential Development Monitoring**

1.0 Purpose

The purpose of this report is to provide a year-end review of development applications and municipal building permit activity across the County, as well as provide a point-in-time check of the residential unit supply. The report provides an analysis of this information and an assessment of how the County is tracking to Provincial land supply obligations in the Provincial Planning Statement. This information will serve as a resource to service data needs and provide an update to Planning Committee and Council on development trends in the County. Moving forward, Staff plan to provide this report on an annual basis. Attached in Appendix A is an Infographic which summarizes some of the 2023 statistics discussed in this report.

It is important to note that this report focuses on market housing at this time. Wellington County's Housing Services Division has detailed reporting on social and affordable housing creation outlined in their 10-year Housing and Homelessness Plan and Annual update reports. We will be working with the Housing Services Division to develop an affordable housing component for this report which supports their work, is meaningful to our member municipalities and is reflective of Provincial planning policy changes related to affordable housing.

2.0 Background

One of the Planning and Development Department's core functions is to continuously monitor building permit activity and development applications. This tracking helps the County monitor trends, support information requests, and populate land inventories used in long range planning and forecasting. Over the years, Planning Staff have reported to Planning Committee on this information in various ways and at differing time intervals, depending on project needs or direction. For Example, this information has come through reports on the Residential Inventory Reports and Performance Measures submissions.

Planning Staff maintain a real time Residential Inventory, which tracks the potential supply of vacant residential units across the County. The Inventory was initially developed over 20 years ago to assist County planning staff and consultants with population and household forecasting exercises. The Inventory evolved over the years in response to the greater need to track growth and Provincial policy direction and today has a wider range of uses. The principal use of the Inventory continues to be input into population and household growth forecasts.

Staff also prepares an annual Performance Measures report which provides information on agricultural land loss and residential building permit activity across the County. Staff have been providing this report to Planning Committee since 2000, as an input into the Treasury Department's Financial

Information Return submitted to the Province annually. Moving forward building permit information will not be contained in the annual Performance Measures Report because our Member Municipalities report this information to the Province. A modified Performance Measure report will continue to be provided to the Planning Committee to track agricultural land change across the County.

3.0 Residential Inventory

The Residential Inventory is a GIS (Geographic Information System) database containing information about the vacant residential land and unit supply in the County. It includes residential supply data for both the urban and rural systems. The potential unit supply is derived from submitted development applications, pre-consultations, and best practice assumptions (vacant lands). This inventory is updated in real time and allows the Planning Department to track potential residential unit supply, track build out, estimate unit timing, and monitor Provincial residential supply obligations.

It is important to note that none of the expansion lands that were subject to the Provincial modifications of Official Plan Amendment 119 are included in the supply, neither are the updated supply counts for the Fergus South Secondary Plan Area or any lands Designated Future Development. Once these matters are finalized, they will be incorporated into the supply and are anticipated to have an upward impact on unit supply and unit mix.

Supply Categories

County Planning Staff track local and County development applications. Generally, as applications move across the supply categories from vacant to registered units, the supply becomes more certain and the availability of the units more imminent.

Table 1 – Residential Supply Categories

Category	Description
Vacant Designated	Unit potential on vacant designated Residential lands that are not subject to planning applications, and potential urban and rural consents.
Applications Under Review	Potential units in planning applications located on residential lands that are under review.
Draft Approved or Provisional	Units in draft approved plans of condominium or subdivision; or applications that are provisionally approved by the Director of Planning and/or Committees/Councils.
Registered	Potential units in registered plans of subdivision. Vacant lots of record i.e. infill lots in urban areas, vacant sites zoned for multi-residential development and vacant lots in the countryside that are 10 acres or less in area.

Housing Classification Summary

Within the Residential Inventory the County tracks available unit supply across inventory records throughout the County. Below is a summary of how the County classifies housing structures in the Residential Inventory. The housing structure types have been categorized to align with Statistics Canada housing data and is consistent with the Provincial Land Needs Assessment (LNA) methodology for the Greater Golden Horseshoe, 2020. The County tracks potential units across the Low, Medium, and High-density categories.

Table 2 – Housing Density Classification Summary

Housing Type	Density Category
Single-Detached	Low
Semi-Detached	Low
Duplexes, Triplexes, fourplexes	Medium
Row/Townhouses/Stacked Townhomes	Medium
Apartments*	High

*Additional Residential Units (ARUs) are classified as high density; however the inventory does not track potential creation of these units given the irregularity in uptake. Building Permit analysis tracks the actual construction of ARUs across the County and is discussed later in this report.

4.0 Provincial Policy Statement (PPS) Requirements

Section 1.4.1 of the PPS directs planning authorities to provide for an appropriate range and mix of housing options and densities. This includes maintaining at all times the ability to accommodate long-term residential growth for a minimum of 15 years and short-term residential growth for a minimum of 3 years. This section measures the County’s ability to meet these requirements.

Short-Term (3-Year) Supply

The PPS requires municipalities to maintain at all times a minimum three-year supply of residential land, appropriately zoned to accommodate residential intensification or redevelopment and lands in draft approved and registered plans of subdivision. This land is readily available to the market to meet new housing demand without any major servicing constraints. The short-term residential land supply includes lands within the Draft Approved and Registered categories.

As depicted in Table 3 below, as of December 31, 2023, approximately 5,711 residential units are currently zoned for residential purposes across the Registered and Draft Approved supply categories in the urban and rural areas. This represents an approximate 8-year supply of units based on the total forecasted annual 730 units/year needed across the County to meet the total 2051 household forecast from 2021.

Looking at the urban supply of units only, there are approximately 5,114 units across the Registered and Draft Approved supply categories. This represents an approximate 8-year supply of units based on an annual of 657 units/year needed to meet the 2051 urban household forecast. A further analysis of the urban short-term supply shows approximately 543 units (11%) are located within the Built Boundary (BB) of the County’s urban centres and, 4,571 units (89%) located in the Designated Greenfield Area (DGA). A larger share of growth occurring in the DGA is not unexpected and aligns with the findings in our growth management work. The unit mix of the urban supply is skewed towards lower density unit types such as single and semi-detached units at 60%, while we see approximately 29% in the medium density category and 11% in the high-density category.

The County of Wellington currently exceeds the 3-year unit supply requirement of the Provincial Policy Statement for Draft Approved and Registered units.

Table 3 - Short-Term Vacant Residential Unit Supply in Wellington County, December 31, 2023

(Source: County of Wellington Residential Inventory, Building Permit Database)

Status and Unit Density	Units in the Built Boundary (BB)	Units in the Designated Greenfield Area (DGA)	Total Urban Unit Potential	Total Rural Unit Potential	Total Units
Draft Approved	73	3,345	3,418	190	3,608
<i>Low</i>	38	2,125	2,163	190	2,353
<i>Medium</i>	35	1137	1,172	0	1,172
<i>High</i>	0	83	83	0	83
Registered	470	1,226	1,696	407	2,103
<i>Low</i>	168	519	687	399	1,086
<i>Medium</i>	89	403	492	0	492
<i>High</i>	213	304	517	8	525
County Total	543	4,571	5,114	597	5,711
(%)	11%	89%	90%	10%	100%

Long-Term (15-Year) Supply

The PPS requires municipalities to maintain at all times the ability to accommodate residential growth for a minimum of 15 years. Growth is to be accommodated through residential intensification, redevelopment, and if necessary, lands that are designated and available for residential development. In our case, the long-term residential land supply includes lands across all of the Residential Inventory supply categories.

The term designated and available is a defined term in the PPS as:

“means lands designated in the official plan for urban residential use. For municipalities where more detailed official plan policies (e.g. secondary plans) are required before development applications can be considered for approval, only lands that have commenced the more detailed planning process are considered to be designated and available for the purposes of this definition.”

For purposes of the PPS definition of “designated and available”, the County generally includes lands that are vacant and designated for residential development in the long-term supply. Much of the long-term supply is included in the designated greenfield area and requires more detailed planning applications to support residential build out. Additional lands included in the supply are vacant and underutilized sites that have the potential to accommodate future residential development within the built boundary.

As depicted in Table 4 below, as of December 31, 2023, approximately 13,883 residential units are available over the long term in the urban and rural areas. This represents approximately a 19-year supply of residential units available through residential intensification, redevelopment, and lands designated and available for residential development based on the total forecasted annual 730 units/year needed across the County to meet the total 2051 household forecast from 2021.

Looking at the urban supply only, there are approximately 12,898 units available in the long-term supply. This represents an approximate 20-year supply of units based on an annual 657 units/year needed to meet the 2051 urban household forecast. Further analysis of the urban unit supply shows approximately 1,866 units (14%) are accommodated within built boundaries (BB) of urban centres in the County and 11,032 (86%) are accommodated in the County’s Designated Greenfield area (DGA). The unit mix of the long-term urban supply is skewed towards lower density unit types such as single and semi-detached units at 62%, while we see approximately 27% in the medium density category and 10% in the high-density category.

The County of Wellington’s long-term supply exceeds the 15-year supply requirement of the Provincial Policy Statement.

Table 4- Long-Term Vacant Residential Unit Supply in Wellington County, December 31, 2023

(Source: Wellington County Residential Inventory, Building Permit Database)

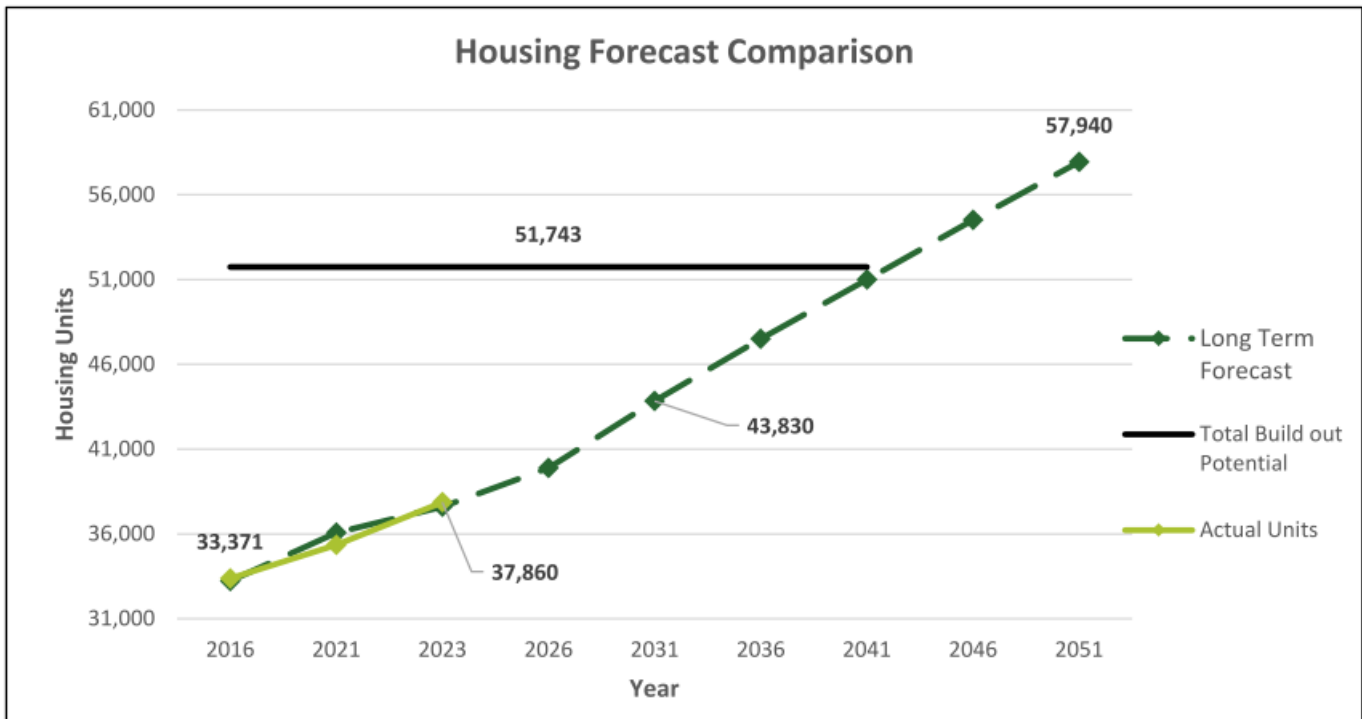
Status and Density	Units in the Built Boundary (BB)	Units in the Designated Greenfield Area (DGA)	Total Urban Unit Potential	Total Rural Unit Potential	Total Unit Potential
Vacant Designated	609	3,549	4,158	338	4,496
<i>Low</i>	378	2,581	2,959	338	3,297
<i>Medium</i>	197	631	828	0	828
<i>High</i>	34	337	371	0	371
Application Under Review	714	2,912	3,626	50	3,676
<i>Low</i>	252	1,609	1,861	50	1,911
<i>Medium</i>	166	1,128	1,294	0	1,294
<i>High</i>	296	175	471	0	471
Draft Approved	73	3,345	3,418	190	3,608
<i>Low</i>	38	2,125	2,163	190	2,353
<i>Medium</i>	35	1,137	1,172	0	1,172
<i>High</i>	0	83	83	0	83
Registered	470	1,226	1,696	407	2,103
<i>Low</i>	168	519	687	399	1,086
<i>Medium</i>	89	403	492	0	492
<i>High</i>	213	304	517	8	525
County Total	1,866	11,032	12,898	985	13,883
(%)	14%	86%	93%	7%	100%

5.0 2051 Household Forecast Comparison

The County of Wellington is in the outer ring of A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019. Through the Growth Plan, the Province has forecasted and allocated population and household growth to the County until 2051. The County is required to meet these Provincial forecasts and we recently completed a series of growth management studies to allocate this growth to our member municipalities and identify long-term land needs. As part of the Planning Department’s regular monitoring, we compare our vacant unit supply and building permit data to our long-term forecast to see how housing growth is tracking.

Chart 1 - Long-Term Housing Forecast Comparison

(Source: Wellington County Residential Inventory, Building Permit Database & Growth Tracking Model)



Looking at Chart 1 above, we see that housing development trends since 2016 have tracked relatively well to forecasted housing growth. This trend continued in 2023 where we achieved 37,860 total housing units which is on track with the forecast. When we compare the County’s total build out potential (existing units + vacant unit supply) against the long term 2051 household forecast, we see that we currently have enough supply available to sustain growth until approximately 2041.

It is important to note that additional unit supply will be added to the Residential Inventory through upcoming urban boundary expansions to satisfy recommendations of the County’s land needs assessment. These expansions are intended to make enough land available for the County to meet its 2051 population and household forecasts as required by the Provincial Growth Plan.

6.0 Subdivision and Condominium Applications

The County of Wellington is an Upper-tier Municipality and is the approval authority for all subdivision and condominium applications in the County. Subdivision and condominium applications are the primary driver of new unit supply in our Residential Inventory and building permit tracking and provide a good indication of unit supply and mix that will be available in the future. It is important to note while the County approves these applications member municipalities are instrumental in the consultation, review, and final design of these developments.

The County’s Residential Inventory includes all active residential subdivision and condominium applications, the table below provides a snapshot of applications the County received in 2022 and 2023 and outlines their inventory status as of December 31, 2023, as well as the number of proposed units.

Table 5 - 2022 & 2023 Subdivision and Condominium Applications, December 31, 2023

(Source: Wellington County applications)

Year	Application	Municipality	Inventory Status	Units			Total	
				LOW	MED	HIGH		
2022	23T-22001**	Centre Wellington	Draft Approved	-	-	-	-	
	23T-22002	Erin	App. Under Review	197	91		288	
	23T-22003	Erin	App. Under Review	194			194	
	23T-22004	Erin	App. Under Review	215	225		440	
	23T-22005	Centre Wellington	App. Under Review	155	131		286	
	23T-22006	Wellington North	Draft Approved		35		35	
	23CD-22001**	Centre Wellington	Draft Approved	118			118	
	23CD-22002	Centre Wellington	Registered			136	136 (b)	
	23CD-22003	Centre Wellington	App. Under Review	12	37		49	
	Total				891	519	136	1,546
	Total Unit Mix Percentage (%)				58%	34%	8%	100%
	Rural Unit Total							118
2023	23T-23001	Wellington North	App. Under Review		34		34	
	23T-23002**	Puslinch	App. Under Review	23			23	
	23T-23003	Erin	App. Under Review	445	353		798	
	23T-23004	Guelph-Eramosa	App. Under Review	4			4	
	23T-23005**	Centre Wellington	App. Under Review	107			107	
	23T-23006**	Guelph-Eramosa	App. Under Review	16			16	
	23CD-23002	Minto	Draft approved		10		10(b)	
	23CD-23003	Centre Wellington	App. Under Review			45	45	
	23CD-23004	Centre Wellington	App. Under Review			32	32	
	23CD-23005	Centre Wellington	App. Under Review		31		31	
	Total				595	428	77	1,090
	Total Unit Mix Percentage (%)				54%	39%	7%	100%
Rural Unit Total							146	

*(b) represents units that have had building permits issued.

**Applications in the Rural Area

Residential application levels were stable between 2022 and 2023 with the County receiving a total of 9 subdivision and condominium applications in 2022 and 10 in 2023. While application levels remained consistent, the total number of residential units across the applications decreased in 2023 by 456 units. Despite this decrease we observed an increase in the percentage of units in the medium density category (e.g. townhomes) with a corresponding decrease in the number of units being created in the low-density category. When comparing the 2022 and 2023 unit mix against the Long-term vacant supply unit mix, we are seeing a much stronger presence of medium density development proposed.

7.0 Residential Building Permit Activity

Between 2008-2023, Member Municipalities have issued building permits for the creation of approximately 7,617 residential units. This represents an annual average of 476 units/ year. The highest number of residential units achieved in this timeframe was in 2022 with 853 permits issued. In 2023 we saw 592 residential building permits issued. As noted above, our recent growth management work forecasted an average of 730 residential units annually from 2021 to achieve our forecasted household targets for 2051.

Table 6 - Residential Units Issued Through Building Permits, In Wellington between 2008-2023

(Source: County of Wellington Building Permit Database)

Year	Single	Semi	Medium	High	Total
2008	332	10	38	12	392
2009	182	10	31	55	278
2010	205	8	23	58	294
2011	221	24	22	77	344
2012	256	14	37	93	400
2013	172	12	36	30	250
2014	216	6	49	55	326
2015	290	6	59	76	431
2016	419	0	147	99	665
2017	410	16	105	20	551
2018	258	19	46	36	359
2019	390	20	125	37	572
2020	342	20	57	79	498
2021	381	77	132	224	814
2022	481	110	178	84	853
2023	254	103	197	38	592
Total	4,809	455	1,282	1,073	7,619

When we analyze the historical building permit information, we see that approximately 70% of the units built since 2008 were low density units, with approximately 30% falling into the medium and high-density building typologies. However, if we look at more recent horizon between 2021-2023, we are seeing a shift in building permits toward a denser building typology with 62% of units considered low density and 38% considered to be in the medium and high-density categories. Our expectation is to continue to see a shift towards more dense forms of housing in the County resulting in a more diversified housing stock.

Table 7 below provides a more detailed look at the 2023 residential building permits and a breakdown of type of development and where it occurred. As expected, most of the residential permits 504 or 85% were issued in an urban setting with 88 or 15% issued in the rural area. The unit mix of the urban permits continued to see a shift towards the denser building typologies, with 357 (58%) low density, 197 (39%) medium density, and 38 (8%) high density permits issued.

An important assessment of the 2023 urban building permits is how the County is tracking towards its residential intensification target of 20%. The intensification target is measured based on the number of residential units locating annually within the identified built-up area delineated in our primary urban centres. In 2023, the County achieved its residential intensification target with 183 or 31% of all residential permits issued within the identified built boundary of our primary urban centres.

Table 7 - 2023 Residential Building Permits

(Source: County of Wellington Building Permit Database)

Municipality and Density Category	Permits Issued in the Built Boundary (BB)	Permits issued in the Designated Greenfield Area (DGA)	Total Urban Unit Permits	Total Rural Unit Permits	Total Permits
Centre Wellington	24	236	260	8	268
<i>Low</i>	6	160	166	8	174
<i>Medium</i>	18	76	94	0	94
<i>High</i>	0	0	0	0	0
Town of Erin	0	1	1	16	17
<i>Low</i>	0	1	1	16	17
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
Guelph/Eramosa	1	0	1	16	17
<i>Low</i>	1	0	1	16	17
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
Mapleton	1	4	5	16	21
<i>Low</i>	1	4	5	16	21
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
Town of Minto	3	15	18	7	25
<i>Low</i>	3	9	12	7	19
<i>Medium</i>	0	6	6	0	6
<i>High</i>	0	0	0	0	0
Wellington North	154	65	219	14	233
<i>Low</i>	37	47	84	14	98
<i>Medium</i>	79	18	97	0	97
<i>High</i>	38	0	38	0	38
Puslinch	0	0	0	11	11
<i>Low</i>	0	0	0	11	11
<i>Medium</i>	0	0	0	0	0
<i>High</i>	0	0	0	0	0
County Total	183	321	504	88	592
<i>Low</i>	48	221	269	88	357
<i>Medium</i>	97	100	197	0	197
<i>High</i>	38	0	38	0	38

Additional Residential Units (ARUs)

The County Official Plan has been continually updated to align with the most current Provincial policy changes related to the establishment of ARUs on residential properties. Currently the Official Plan permits up to two ARUs on a property containing a single detached dwelling, semi-detached dwelling or rowhouse in the urban or rural areas, subject to meeting specific criteria and municipal zoning provisions. Permissions for ARUs have been in the County Official Plan since June 2016 and modified to keep current with legislative changes related to ARUs.

Table 8 below outlines County tracking of ARUs through building permit data supplied by our member municipalities. Since 2016, building permit tracking related to ARUs has shown 322 permits have been issued in the County. County tracking only accounts for ARUs that are identified through municipal permitting and may therefore undercount the actual amount of ARUs that exist in our communities.

Table 8 - Additional Residential Units Created In Wellington between 2016-2023

(Source: County of Wellington Building Permit Database)

Year	2016	2017	2018	2019	2020	2021	2022	2023	Total
Centre Wellington	19	31	28	26	27	20	29	48	228
<i>Urban</i>	18	29	27	25	23	13	22	36	193
<i>Rural</i>	1	2	1	1	4	7	7	12	35
Erin	2	2	1	0	1	0	0	0	6
<i>Urban</i>	0	0	0	0	0	0	0	0	0
<i>Rural</i>	2	2	1	0	1	0	0	0	6
Guelph/Eramosa	1	2	1	4	3	4	12	5	32
<i>Urban</i>	1	0	0	0	1	0	4	1	7
<i>Rural</i>	0	2	1	4	2	4	8	4	25
Mapleton	0	0	2	0	0	1	2	12	17
<i>Urban</i>	0	0	2	0	0	0	0	0	2
<i>Rural</i>	0	0	0	0	0	1	2	12	15
Minto	1	1	0	1	1	4	3	1	12
<i>Urban</i>	1	1	0	1	1	2	3	1	10
<i>Rural</i>	0	0	0	0	0	2	0	0	2
Puslinch	0	1	0	0	2	0	0	0	3
<i>Urban</i>	0	0	0	0	0	0	0	0	0
<i>Rural</i>	0	1	0	0	2	0	0	0	3
Wellington North	1	1	1	0	0	7	6	8	24
<i>Urban</i>	1	1	1	0	0	5	3	5	16
<i>Rural</i>	0	0	0	0	0	2	3	3	8
County Total	24	38	33	31	34	36	52	74	322
<i>Urban</i>	21	31	30	26	25	20	32	43	228
<i>Rural</i>	3	7	3	5	9	16	20	31	94

In 2023 permits for 74 Additional Residential Units were issued in the County. In reviewing the ARU building permit data, we see that there has been a consistent level of interest in ARU construction since 2016 with an average of 40 permits per year. Interestingly, we note that there has been an increase of ARU construction in the rural area since 2021. This is likely related to several factors including, municipal implementation of the ARU provisions in zoning, the pandemic, affordability, and recent attention by the Provincial Government related to this form of housing.

8.0 Summary

Based on the above analysis for 2023, the County:

- 1) Has a supply of approximately 13,883 vacant residential units across the Residential Inventory.
- 2) Has 5,711 vacant units in the Draft Approved and Registered applications.
- 3) Has enough land designated for residential growth to meet the 3-year and 15-year supply as required by Section 1.4.1 of the Provincial Policy Statement, 2020.
- 4) Received 6 subdivision and 4 condominium applications proposing 1,090 residential units.
- 5) Had 592 residential building permits issued by our member municipalities with a unit mix of 357 (60%) low density, 197 (33%) medium density and 38 (6%) high density building types. While low density housing was still strong the 2023 permits continued the trend towards more dense forms of housing consistent with recent years.
- 6) Had 74 permits issued by our member municipalities for Additional Residential units. This is approximately 322 Additional Residential Units constructed in the County since 2016.
- 7) Achieved its 20% intensification with member municipalities issuing 31% of all building permits (183 permits in total) within the Built Boundaries of our primary urban centres.

9.0 Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

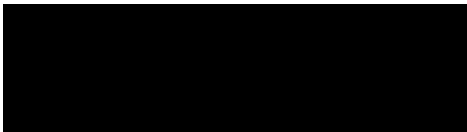
- Remain open and transparent in its decision-making processes.

10.0 Recommendation:

That the 2023 Residential Development Monitoring Report be received for information.

That the County Clerk circulate this report to Member Municipalities for information.

Respectfully submitted,



Jameson Pickard, B. URPL, MCIP, RPP
Senior Policy Planner



Paul Barson
GIS Programme Manager

Appendix A 2023 Residential Highlights Infographic

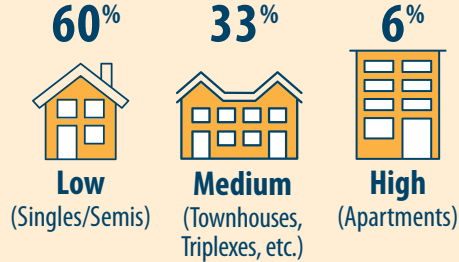
2023 Residential Highlights

Building Permits



592 2023 Residential Building Permit issued

Unit mix of permits



74 2023 Additional Residential Unit Permits issued



322 Additional Residential units constructed since 2016

20% Annual intensification target met **31%** of 2023 permit issued in the Built Boundary.



Residential Supply



13,883

Total # of units in Residential supply

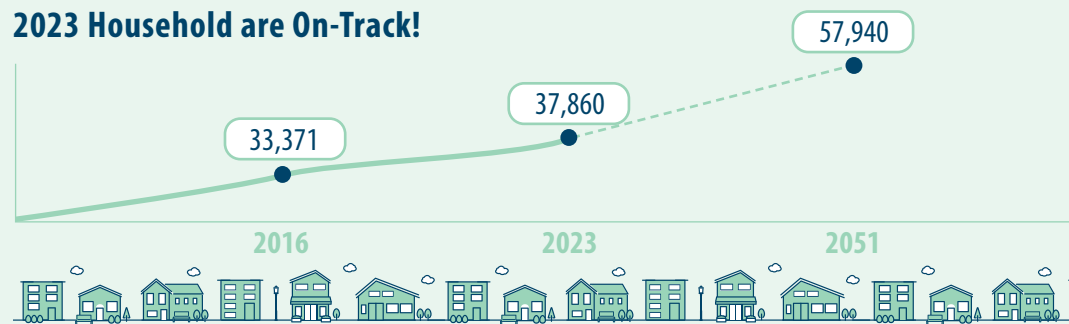
	Provincial Policy Requirement	Wellington County Supply	Target Met
3 Year supply	2,190	5,711	✓
15 Year supply	10,950	13,883	✓

*730 units required annually from 2021 to 2051 to achieve 2051 household forecast.

Long Range Housing Forecast



2023 Household are On-Track!



CBM Aggregates

Instrument type: Issuance of a licence to remove over 20,000 tonnes of aggregate annually from a pit or a quarry (/taxonomy/term/417).

ERO (Environmental Registry of Ontario) number 019-8428

Notice type Instrument

Act Aggregate Resources Act, R.S.O. 1990

Posted by Ministry of Natural Resources and Forestry

Notice stage Proposal

Proposal posted April 4, 2024

Comment period April 4, 2024 - June 3, 2024 (60 days) Open

Last updated April 4, 2024

This consultation closes at 11:59 p.m.

on:

June 3, 2024

Proposal summary

CBM Aggregates, a division of St. Marys Cement Inc. (Canada) has applied for a licence to operate a pit below the water table in the Township of Puslinch.

Location details

Site location details

Township of Puslinch, Wellington County

Part Lots 18-20, Concession 1, Geographic Township of Puslinch.

This site is located at 6947 Concession 2. Approximately 5.2 km southwest of Aberfoyle, ON.

This site has coordinates at Latitude 43.436356 Longitude -80.189931

A [link \(https://www.ontario.ca/page/find-pits-and-quarries\)](https://www.ontario.ca/page/find-pits-and-quarries) to our mapping tool allows you to locate and view licensed sites under the ARA (Aggregate Resources Act).

Site location map

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

[View this location on a map \(https://maps.google.com/?q=43.436356,-80.189931\)](https://maps.google.com/?q=43.436356,-80.189931)

Proponent(s)

CBM Aggregates
55 Industrial st
Toronto, ON
M4G 3W9
Canada

Proposal details

CBM Aggregates, a division of St. Marys Cement Inc. (Canada) has applied for a Class A licence, Pit below Water, to excavate aggregate from a pit of 44.8 hectares in size with an extraction area of 27.5 hectares.

This application is for the establishment of a new pit. The annual tonnage condition applied for is 1,000,000 tones.

Other information

The extraction of aggregate from a pit or quarry on private land designated by regulation, in the Province of Ontario, requires the issuance of a licence. Ontario Regulation 244/97 and the Aggregate Resources of Ontario Standards set out the application process and requirements.

For each new licence, the applicant must provide information (site plan, summary statement, technical reports) with respect to the existing features, operation and rehabilitation of the site to demonstrate that the proposed operation will minimize adverse impact on the environment.

For this proposal, the following information has been prepared and submitted to the Ministry of Natural Resources and Forestry (MNRF (Ministry of Natural Resources and Forestry)):

- Site plan
- Summary Statement
- Natural Environment Report
- Archaeological Assessments
- Maximum Predicted Water Table Report
- Water Report Level 1 & 2
- Noise Impact Assessment
- Agriculture Considerations Review

The Site Plan addresses existing features of the pit and/or quarry area (existing natural features and land use on and surrounding the site within 120 meters); the proposed operation (shape, dimensions, area and depth to be excavated, method of extraction); and progressive and final rehabilitation.

The Summary Statement includes information on one or more of the following considerations: land use planning, agricultural classification, quality and quantity of aggregate, haul routes, truck traffic and entrance permits, progressive and final rehabilitation, surface water, and elevation of the established groundwater table.

The Natural Environment Report identifies the presence of significant natural heritage features/areas that exist on the site or within 120 meters of the site. Where any of the features or areas have been identified, the report must identify and evaluate any negative impacts on the features or areas and ecological functions, and identify any proposed preventative, mitigative or remedial measures. The report must also identify if the application site or any of the features are located within a natural heritage system that has been identified by a municipality in ecoregions 6E and 7E or by the province as part of a provincial plan.

The Cultural Heritage Report must be consistent with provincial requirements under the *Ontario Heritage Act* and the Provincial Policy Statement. Screening checklists evaluating the potential for archaeological resources, built heritage and cultural heritage landscapes, with supporting documentation, is required.

Where screening indicates that assessments are requirement to be completed, the assessment reports and letters from the Ministry of Tourism, Culture and Sport must be obtained.

A report must be prepared that details how the maximum predicted water table is identified in metres above sea level, relative to the proposed depth of excavation at the site.

Applications proposing to excavate below the maximum predicted water table must complete a Water Report. Level 1 determines the potential for impacts to ground water and surface water resources and their uses. If the Level 1 identifies a potential for impacts resulting from the operation, then an impact assessment (Level 2) is required to determine the significance of the effect and potential for mitigation.

A Noise Assessment report is prepared if proposed excavation and/or processing facilities are within 150 meters (for pit applications) or 500 meters (for quarry applications) of a sensitive receptor. The report is required to determine whether provincial guidelines for Stationary and Transportation Sources can be satisfied.

The Ministry reviews all comments received through the Environmental Registry and the notification and consultation process under the *Aggregate Resources Act* (ARA (Aggregate Resources Act)) and considers them before making a decision. Comments received through the Environmental Registry are considered by the Ministry however, the process under the ARA (Aggregate Resources Act) is proponent driven. This means that comments for consideration by the applicant under the ARA (Aggregate Resources Act) process must be submitted to the applicant and the Ministry during the 60-day consultation period initiated by the applicant.

Details of the application process can be found in **Ontario Regulation 244/97** (<https://www.ontario.ca/laws/regulation/970244>) under the ARA (Aggregate Resources Act) and on the Ministry website at [aggregate resources\ontario.ca \(https://www.ontario.ca/page/aggregate-resources#section-4\)](https://www.ontario.ca/page/aggregate-resources#section-4). Many regulatory changes for new applications took effect on April 1, 2021. This means that applications submitted after March 31, 2021 must meet the new requirements in **Ontario Regulation 244/97** (<https://www.ontario.ca/laws/regulation/970244>) and Aggregate Resources of Ontario Standards.

Public consultation opportunities

Written notice concerning this application was delivered to landowners within 120 meters of the proposed licensed boundary; an information sign, giving notice to the public of this application, was erected at the proposed site; and a Public Notice of Application appeared in the local paper, Wellington Advertiser on April 4, 2024.

The information submitted in support of this application can be viewed at <https://www.cbmaberfoylepit.ca/Projects/index.html> (<https://www.cbmaberfoylepit.ca/Projects/index.html>).

In place of a Public Information Session, A virtual information session to present the details of the proposed new licence is scheduled for May 8, 2024, from 6:00 p.m. to 8:00 pm. To participate in this session, please contact CBMAberfoyleSouthPit@wsp.com for an invitation.

The application for this licence is being circulated within the Ministry of Natural Resources and Forestry. Additionally, notification of this application has been forwarded to the County of Wellington, Township of Puslinch, Ministry of Environment Conservation and Parks, Department of Fisheries and Oceans, Ontario Ministry of Agriculture Food and Rural Affairs, Hydro One and Grand River Conservation Authority, for comment.

Supporting materials

Related links

[Aggregate Resources Act \(https://www.ontario.ca/laws/statute/90a08\)](https://www.ontario.ca/laws/statute/90a08)

[Ontario Regulation 244/97 \(https://www.ontario.ca/laws/regulation/970244\)](https://www.ontario.ca/laws/regulation/970244)

[Aggregate Resources of Ontario: Site plan Standards \(https://files.ontario.ca/mnrf-aggregate-resources-of-ontario-site-plan-standards-2020-en-2021-03-18.pdf\)](https://files.ontario.ca/mnrf-aggregate-resources-of-ontario-site-plan-standards-2020-en-2021-03-18.pdf)

[Aggregate Resources of Ontario: Technical Reports and Information Standards \(https://files.ontario.ca/mnrf-aggregate-resources-of-ontario-technical-reports-and-information-standards-2020-en-2021-03-18.pdf\)](https://files.ontario.ca/mnrf-aggregate-resources-of-ontario-technical-reports-and-information-standards-2020-en-2021-03-18.pdf)

[Aggregate Resources of Ontario: Circulation Standards
\(https://files.ontario.ca/mnrf-aggregate-resources-of-ontario-circulation-standards-2020-en-2021-03-18.pdf\)](https://files.ontario.ca/mnrf-aggregate-resources-of-ontario-circulation-standards-2020-en-2021-03-18.pdf)

View materials in person

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

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

MNRF - ROD - DDB - Aggregates Section
300 Water Street, 4th Floor, South tower
Peterborough, ON
K9J 3C7
Canada

Comment

Let us know what you think of our proposal.

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

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)


Submit by mail

Jason McLay
MNRF - ROD - DDB - Aggregates
Section
300 Water Street, 4th Floor, South
tower
Peterborough, ON
K9J 3C7
Canada

Connect with
US

Contact

Jason McLay

 [226-974-5033](tel:226-974-5033)

 Jason.mclay2@ontario.ca

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NO 032-2024

A by-law to authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2024.

WHEREAS in accordance with Section 407 of the Municipal Act, S.O. 2001, c. 25 as amended, the Corporation of the Township of Puslinch ("Township") considers it necessary to have authorization in place in the event that temporary borrowing is required to meet current expenditures for the year 2024 until taxes are collected and other revenues are received; and

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Ontario Municipal Board, is limited by Section 407 of the Municipal Act, 2001, S.O. 2001, c.25, as amended; and

WHEREAS the total amount previously borrowed by the Township pursuant to Section 407 that has not been repaid is NIL.

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

1. That the Mayor and Treasurer be and the same are hereby authorized on behalf of the Township to borrow from time to time by way of a promissory note from THE TORONTO DOMINION BANK ("TD") a sum or sums not exceeding in the aggregate of \$1,500,000.00 to meet, until taxes are collected and other revenues are received, the current expenditures of the Township for the year as permitted by Section 407 of the Municipal Act and to give to TD promissory notes, sealed with the Township's corporate seal and signed by the Mayor and Treasurer for the sums borrowed plus interest.
2. That the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed,
 - a) from January 1 to September 30 in the year, 50 percent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and
 - b) from October 1 to December 31 in the year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year.
3. For purposes of this by-law, the estimated revenues referred to in section 2 do not include revenues derivable or derived from: a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
4. All sums borrowed pursuant to this by-law, as well as all other sums borrowed pursuant to the Act in this year for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Township for the current year and when this revenue is received.

5. The Treasurer is authorized and directed to apply in payment for all sums borrowed plus interest, all of the monies collected or received on account in respect of taxes levied for the current year or from any other source which may lawfully be applied for this purpose.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
10th DAY OF APRIL, 2024.**

James Seeley, Mayor

Courtenay Hoytfox, Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW 2024-033

Being a by-law to authorize the entering into a Training Partner Agreement with the Canadian Red Cross Society.

WHEREAS the Municipal Act, S.O. 2001, c.25 authorizes a municipality to enter into Agreements;

AND WHEREAS the Municipal Act, S.O. 2001, c.25 authorizes a municipality to delegate authority in accordance with the provisions in the Municipal Act;

AND WHEREAS the Council for the Corporation of the Township of Puslinch deems it expedient to enter into a Training Partnership Agreement with the Canadian Red Cross Society;

AND WHEREAS the Council for the Corporation of the Township of Puslinch deems it expedient to delegate authority to the Clerk to execute on behalf of the Township amendments to the Training Partner Agreement that have no budgetary impact;

NOW THEREFORE the Council of the Corporation of the Township of Puslinch HEREBY ENACTS AS FOLLOWS:

1. That the Corporation of the Township of Puslinch enter into a Training Partner Agreement with The Canadian Red Cross Society.
2. That the Mayor and Clerk are hereby authorized to execute the Training Partner Agreement.
3. That the Clerk be authorized to execute on behalf of the Township amendments to the Training Partner Agreement that have no budgetary impact.
4. That this by-law shall come into effect on the date of passing.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 10th DAY OF APRIL, 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 6001-24

Being a by-law to regulate, prohibit and otherwise control noise in the Township of Puslinch and to repeal by-law 5001-05

WHEREAS sections 8, 9 and 11 of the *Municipal Act, 2001* authorize the Township of Puslinch to pass by-laws necessary or desirable for municipal purposes, and in particular paragraphs 5, 6 and 8 of subsection 11(2) authorize by-laws respecting the economic, social and environmental well-being of the municipality; the health, safety and well-being of persons; the protection of persons and property; and paragraph 9 of subsection 11(3) authorizes by-laws respecting animals;

AND WHEREAS section 128 of the *Municipal Act, 2001* authorizes the Township of Puslinch to prohibit and regulate with respect to public nuisances, including matters that, in the opinion of the Council of the Township of Puslinch are or could become public nuisances;

AND WHEREAS in the opinion of the Council of the Township of Puslinch certain kinds of noise are or could become a public nuisance;

AND WHEREAS section 129 of the *Municipal Act, 2001* authorizes the Township of Puslinch to prohibit and regulate with respect to noise and, in particular, to prohibit noise unless a permit is obtained from the Township of Puslinch and to impose conditions for obtaining, continuing to hold and renewing the permit, including requiring the submission of plans;

AND WHEREAS section 425 of the *Municipal Act, 2001* authorizes the Township of Puslinch to pass by-laws providing that a person who contravenes a by-law of the Township of Puslinch passed under that Act is guilty of an offence;

AND WHEREAS the *Municipal Act, 2001* further authorizes the Township of Puslinch, amongst other things, to delegate its authority, to impose fees or charges on persons for services or activities provided or done by or on behalf of it, to provide for inspections and inspection orders, and to make orders to discontinue activity or to do work;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH HEREBY ENACTS AS FOLLOWS:

1.0. TITLE AND SCOPE

1.1. This By-law may be referred to as “**Noise By-law**”.

- 1.2. This By-law is hereby prescribed and adopted as restrictions on noise which is likely to disturb the inhabitants of the Township of Puslinch.
- 1.3. This By-law does not apply so as to prevent a Farm, as defined below, from engaging in Normal Farm Practices, as defined below.
- 1.4. Whenever this By-law refers to a Person or thing with reference to a gender or the gender neutral, the intention is to read the By-law with the gender applicable in all circumstances, and all words used in present, past, future tense shall be mean the same.
- 1.5. 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 2.1 of this By-law. Where any word appears in ordinary case, the commonly applied English language meaning is intended.
- 1.6. 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.

2.0 **DEFINITIONS:**

2.1 In this By-law:

“**Clerk**” means the Clerk for the Municipality, or any person designated by the Clerk;

“**Construction**” includes the erection, alteration, repair, dismantling, demolition, structural maintenance, land clearing, earth moving, grading, excavating, laying of pipe and conduit whether above or below ground level, application of concrete, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, any work in connection therewith, and includes preparation for future construction activity;

“**Construction Equipment**” means any equipment or device designed and intended for use in Construction, or material handling, including but not limited to, hand tools, power tools, air compressors, pile drivers, pneumatic or hydraulic tools, electrically operated tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, and scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, or other material handling equipment;

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

“**Farm**” means an agricultural operation as defined in the *Farming and Food Production Protection Act, 1998* and includes such an operation that is not carried on with the expectation of gain but otherwise meets the definition of the Act;

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;

“Motorized Snow Vehicle” means a self-propelled vehicle designed to be driven primarily on snow;

“Motor Vehicle” includes an automobile, motorcycle, motor assisted bicycle unless otherwise indicated in the *Highway Traffic Act*, and any other vehicle propelled or driven otherwise by muscular power, but does not include a streetcar or other motor vehicle running only upon rails, a power-assisted bicycle, a motorized snow vehicle, a traction engine, a farm tractor, a self-propelled implement of husbandry or a road-building machine;

“Municipality” means The Corporation of the Township of Puslinch or the geographic area of The Corporation of the Township of Puslinch, as the context requires;

“Municipal Law Enforcement Officer” means a person appointed by Council to enforce the by-laws of the Municipality pursuant to section 15 of the *Police Services Act*;

“Normal Farm Practices” means normal farm practices as defined in the *Farming and Food Production Protection Act, 1998*;

“Noise” means sound or vibration that is of such volume, level or nature that is likely to disturb the inhabitants of the Municipality;

“Officer” means a person appointed by the Ontario Provincial Police within the boundaries of the Municipality, and any Municipal Law Enforcement Officers responsible for the enforcement of this By-law;

“Off-Road Vehicle” means a vehicle propelled or driven otherwise than by muscular power or wind and designed to travel:

- (a) on not more than three wheels; or
- (b) on more than three wheels and being of a prescribed class of vehicle;

“Permit” means a permit issued by the Municipality exempting the permit holder from the provisions of this By-law, at a specific location, for a specific period of time, for a specific purpose;

“Person” means an individual, and/or a corporation;

“Point of Reception” means any point on the premises of a Person where sound or vibration originating from other than those premises is received;

“Public Utility Company” includes a business or enterprise that maintains the infrastructure for a public service and supplies essential goods and services including but not limited to water, gas, electricity, telephone, waste disposal and other communication systems;

“Vehicle” includes a Motor Vehicle, trailer, traction engine, farm tractor, road-building machine, motorcycle, bicycle and any Vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a Motorized Snow Vehicle, or the cars or electric or steam railways running only upon rails;

3.0. GENERAL PROHIBITIONS

3.1. No Person shall make any Noise which is likely to disturb the inhabitants of the Municipality.

3.2. No Person shall emit or cause or permit the emission of Noise resulting from any of the activities listed in this subsection, which is clearly audible at the Point of Reception, **at any time:**

- (a)** The operation of an engine, motor, Construction Equipment or pneumatic device without an effective exhaust, intake-muffling or other sound attenuation device, which device is in good working order and in constant operation;
- (b)** Persistent yelling, shouting, whistling, hooting or singing;
- (c)** The sounding of any alarm, bell, horn, siren or other warning device for unreasonable period of time;
- (d)** The operation of any air conditioner, heat pump, pool pump, compressor, condenser, chiller, cooling tower or similar device, which is not in good working order;
- (e)** The operation of any auditory signaling device, including by not limited to the ringing of bells or gongs and the blowing of horns or sirens, or the production, reproduction or amplification of any similar sounds by electronic means except where required or authorized by law or in accordance with good safety practices;
- (f)** All selling, hawking or other advertising by shouting or outcry or amplified sound;
- (g)** Squealing of tires on a Motor Vehicle, or Off-Road Vehicle; and,
- (h)** Operation of a Vehicle or Vehicle with a trailer resulting in banging, clanking, squealing or other like sounds due to improperly secured load or equipment, or inadequate maintenance.

4.0. PROHIBITIONS BY TIME AND PLACE

- 4.1. No person shall emit or cause or permit the emission of Noise or authorize the making or causing of any Noise or authorize or permit the continuation of any Noise which results from any of the activities listed in **Schedule 1** if, at the Point of Reception, such Noise is likely to disturb the inhabitants of the **Municipality during the prescribed times.**

5.0. EXEMPTIONS

- 5.1. Despite any other provision in this By-law, this By-law shall not apply to Noise arising from:

- (a) Activities or matters undertaken by the Municipality, the County, a local board of the Municipality or the County, or any governmental agencies that supersede the authority of the Municipality;
- (b) The operation of Vehicles and equipment utilized for the clearing and removal of snow from public or private property;
- (c) The operation of machinery by or on behalf of a Public Utility Company.

6.0. APPLICATION FOR EXEMPTION

- 6.1. Any Person may apply to Council to be granted an exemption from any of the provisions of this By-law through the issuance of a Permit.

- 6.2. The application for the issuance of a Permit shall be made in writing at least sixty (60) days prior to the commencement of the requested exemption and shall contain:

- (a) The name and contact information of the applicant;
- (b) A description of the source of the Noise for which the exemption is being sought;
- (c) The date, time and location of the activity for which the exemption is being sought;
- (d) A letter of consent from the property owner (if applicable) consenting to the exemption;
- (e) The provision or provisions of this By-law for which the exemption is being sought;
- (f) The reason why the exemption should be granted;

- 6.7.** Council may impose conditions on Permits including, but not limited to:
- (a)** The type and volume of Noise that may be made;
 - (b)** The times during which Noise may be made;
 - (c)** The date of expiry of the Permit;
 - (d)** Requiring the posting of security prior to the activity; and,
 - (e)** Requiring that the applicant, Municipal Staff, or a professional engineer to monitor the noise levels resulting from the event or activity and requiring a report of the findings to be filed with the Municipality within thirty (30) days of the event or activity, all at the applicant's expense.
- 6.8.** The Clerk shall notify the applicant of the Council's decision.
- 6.9.** Any Permit issued under this By-law shall expire on the date set out on the Permit, or if no date is set out on the Permit, the Permit shall expire forty-eight (48) hours after its issuance.
- 6.10.** Any breach by the holder of the Permit of any of its terms or conditions shall render the Permit immediately null and void.
- 6.11.** Every holder of a Permit shall comply with the terms and conditions of the Permit.
- 7.0. REVOCAION OF PERMIT**
- 7.1.** The Clerk, an Officer, or Council may immediately revoke a Permit issued under this By-law if, in their opinion:
- (a)** The terms or conditions of the Permit have been contravened; and/or,
 - (b)** The information provided pursuant to section 6.2 of this By-law is discovered to be false or misleading.
- 7.2.** The Clerk, an Officer, or Council, upon revoking a Permit, shall immediately notify the holder of the Permit of such revocation using the most expedient means available.
- 8.0. ADMINISTRATION AND ENFORCEMENT**
- 8.1.** This By-law may be enforced by any Officer.
- 8.2.** No Person shall hinder or obstruct, or attempt to hinder or obstruct, an Officer exercising a power or performing a duty under this By-law.

9.0. AUTHORITY TO ENTER

- 9.1.** Any Officer may enter onto land at any reasonable time for the purpose of carrying out an inspection to determine if this By-law or an order issued under this By-law is being complied with.
- 9.2.** For an inspection authorized by this By-law, an Officer may:
- (a)** require the production for inspection of documents or things relevant to the inspection;
 - (b)** inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - (c)** require information from any Person concerning a matter related to the inspection; and
 - (d)** alone or in conjunction with a Person possessing special or expert knowledge, make examinations, samples or photographs necessary for the purposes of the inspection.

10.0. OFFENCE

- 10.1.** Every Person who contravenes any of the provisions of this By-law is guilty of an offence and, upon conviction, is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, Chap. P.33, as amended.
- 10.2.** When a Person has been convicted of an offence under this By-law, the Provincial Offences Court or any court of competent jurisdiction thereafter may, in addition to any penalty imposed on the Person convicted, issue an order prohibiting the continuation or repetition of the offence by the person convicted.

11.0. SEVERABILITY

If any section, subsection part or parts of this By-law is declared by any court of law to be illegal or ultra vires, such section, subsection, part or parts shall be deemed to be severable and all parts hereof are declared to be separate and independent and enacted as such.

12.0. REPEAL OF BY-LAWS

- 12.1.** Upon the coming into force of this By-law, By-law 5001-05 is hereby repealed.

13.0. SCHEDULES

13.1. Schedule “1” appended to this By-law is incorporated and forms part of this By-law.

14.0. ENACTMENT

14.1. This By-law comes into force on May 1, 2024.

READ three times and finally passed this 10 day of April, 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

SCHEDULE '1' TO BY-LAW NO. 6001-24

Types of Noise		Prohibited Times
Category	Activity	
Instruments/ Human	The playing of musical instruments, including percussion instruments	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
	Operation of any device or group of connected devices intended for the production, reproduction, or amplification of voices or sound	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
Automotive/ Engines	Excessive revving of Vehicle, or Off-Road Vehicle engines	At any time
	The operation of a combustion engine for a toy or a replica of a larger device such as a remote-controlled toy airplane, which is not a conveyance and which has no purpose other than amusement	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
	Operation of any motorized conveyance other than on a highway or other place intended for its operation	2100 hours (9:00pm) of one day to 0700 hours of the next day (0900 Sundays)
Construction Related	Alterations, repairs, erection, dismantling, or any activity related to Construction	2100 hours (9:00pm) of one day to 0700 hours of the next day
	The operation of Construction Equipment, or Vehicles in connection with Construction.	1900 hours (7:00pm) of one day to 0700 hours of the next day
	Outdoor operation of any powered or non-powered tool for domestic purposes other than snow removal.	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
	Loading, unloading, packing or otherwise handling of containers etc. (unless for maintenance of an essential service or for the moving of private household effects.)	2100 hours (9:00pm) of one day to 0700 hours (7:00am) of the next day

Maintenance/ Equipment/ Appliances/ Operations	Venting, release or relief of air, steam or other gaseous material, product or compound from any autoclave, boiler, pressure vessel, pipe, valve, machine, device or system.	2300 hours (11:00pm) of one day to 0700 hours of the next day (0900 Sundays)
	Operation of solid waste bulk lift or refuse compacting equipment.	2100 hours (9:00pm) of one day to 0700 hours of the next day (0900 Sundays)

THE TOWNSHIP OF PUSLINCH

PART 1 PROVINCIAL OFFENCES ACT BY-LAW 6001-24: NOISE BY-LAW

Being a By-law to Regulate, Prohibit and Otherwise Control Noise in The Township of Puslinch and to Repeal By-law 5001-05

Item #	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
1	Make noise – disturb inhabitants of the Municipality	Section 3.1	\$400.00
2	Emit/cause/permit emission of noise from prohibited activity	Section 3.2	\$400.00
3	Emit, cause, or permit the emission of noise at a prohibited time	Section 4.1	\$400.00
4	Fail to comply with conditions of Permit	Section 6.12	\$750.00
5	Hinder or obstruct or attempt to hinder or obstruct an Officer	Section 8.2	\$800.00

NOTE: The general penalty provision for the offences indicated above is Section 10.1 of By-law no. **6001-24**, a certified copy of which has been filed.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 034-2024

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its Special Council meeting held on APRIL 10, 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 Special Council meeting held on APRIL 10, 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 10 DAY OF APRIL, 2024.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk