THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
DECEMBER 17, 2025 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

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A G E N D A ADDENDUM

DATE: Wednesday December 17, 2025
REGULAR MEETING: 9:15 A.M.
CLOSED MEETING: 9:20 A.M.

Addendum

6.1.1 Deferred to January 21, 2026 Council Meeting - November 19, 2025 Council Meeting Minutes

6.37 Conservation Halton comments regarding Bill 68 and proposed boundaries for the regional consolidation of Ontario's Conservation Authorities

9.4.1 Deferred to a future Council Meeting - Report COR-2025-065 Shooting Range By-law Third Reading

12.1.5 Deferred to a future Council Meeting - BL2025-093 Shooting Range By-law

14.1 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Establishment of a regulatory by-law

14.2 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – In accordance with By-law Complaint Policy Section 3.14(c)

≠ Denotes resolution prepared

1. **Call the Meeting to Order**

2. **Roll Call**

3. **Moment of Reflection**

4. **Confirmation of the Agenda ≠**

5. **Disclosure of Pecuniary Interest & the General Nature Thereof**

6. **Consent Agenda ≠**

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

6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings
- 6.1.1 Deferred to January 21, 2026 Council Meeting - November 19, 2025 Council Meeting Minutes
- 6.1.2 October 14, 2025, Planning and Development Advisory Committee Minutes
- 6.1.3 October 21, 2025, Recreation and Community Wellness Advisory Committee Minutes
- 6.1.4 November 3, 2025, Heritage Advisory Committee Minutes
- 6.1.5 November 3, 2025, Youth Advisory Committee Minutes

6.2 Ministry of Environment, Conservation and Parks regarding Proposed Boundaries for Regional Consolidation of Ontario Conservation Authorities

6.3 Environment and Climate Change Canada regarding reduction of volatile organic compound (VOC) emissions

6.4 Ministry of Solicitor General regarding Update to Ontario Regulation 416/23: Oaths and Affirmations under the Community Safety and Policing Act, 2019 (CSPA)

6.5 Ministry of Municipal Affairs and Housing regarding Bill 17

6.6 AMO Policy Update – Build Canada Homes Project

6.7 AMO Policy Update – New Procurement, Bill 30

6.8 AMO Policy Update – Special Economic Zones Advocacy Canada-wide Early Learning and Child Care (CWELCC) Program Extended Pothole Prevention

6.9 AMO Policy Update – OMERS Governance Changes & Bill 68

6.10 Grand River Conservation Authority General Meeting Summary November 2025

6.11 Grand River Conservation Authority Letter to Township of Puslinch regarding Proposed Consolidation of Conservation Authorities

6.12 Hamilton Conservation Authority Letter regarding Proposed Consolidation of Conservation Authorities
6.13 City of Windsor Council Resolution regarding Bill 68 – Conservation Authorities Act
6.14 Town of Goderich Council Letter regarding Conservation Authority Consolidation
6.15 Township of Southwold Council Resolution regarding Conservation Authority Consolidation
6.16 Counties Stormont Dundas and Glengarry Resolution regarding consolidation of Conservation Authorities
6.17 Long Point Region Conservation Authority Letter and Resolution regarding ERO No. 025-1257
6.18 Town of Parry Sound Council Resolution regarding Automated Speed Enforcement
6.19 Town of Fort Erie Council Resolution regarding Automated Speed Enforcement
6.20 Township of South-West Oxford Council Resolution regarding Automated Speed Enforcement
6.21 Tay Valley Township Council Resolution regarding Collaboration Action Sustainable Waste Management in Ontario
6.22 Town of Goderich Letter of Support regarding Collaboration Action Sustainable Waste Management
6.23 Town of Wasaga Beach Council Resolution regarding Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation
6.24 City of Hamilton Council Resolution regarding Impacts of Provincial Bill 60 on Tenants in Hamilton
6.25 Municipality of Wawa Council Resolution regarding Alcohol Container Return System in Ontario
6.26 Town of Goderich Council Resolution regarding Alcohol Container Return System in Ontario
6.27 Municipality of Wawa Council Resolution regarding Rent Increase Protection
6.28 County of Northumberland Council Resolution regarding Increased Income Support Thresholds for Veterans
6.29 County of Northumberland Council Resolution regarding Support Great Lakes and St. Lawrence Cities Initiative
6.30 Municipality of Callander Council Resolution regarding Moratorium on Glyphosate Spraying in the Temiskaming Forest
6.31 Municipality of Wawa Council Resolution regarding Implementation of Ontario Bill 5
6.32 Watson & Associates letter regarding Proposed Water and Wastewater Public Corporations Act
6.33 Watson & Associates letter regarding EDO 025-1099 Simplifying and Standardizing Official Plans

6.34 Pit #5738 October 2025 Monthly Monitoring Report
6.35 Puslinch Profile December 2025 & January 2026
6.36 Notice of Design and Construction Report Addendum Completion Detailed Design and Class Environmental Assessment: Highway 401 Townline Road Interchange – Eastbound On-Ramp Closure, within Highway 401 Interchange and Highway Improvements from Hespeler Road to Townline Road
6.37 Conservation Halton comments regarding Bill 68 and proposed boundaries for the regional consolidation of Ontario's Conservation Authorities

Recommendation:
That the Consent Agenda items listed for the December 17, 2025, Council meeting be received for information.

7. **Delegations ≠**
7.1 Specific Interest (Items Listed on the Meeting Agenda)
7.1.1 **None**
7.2 General Interest (Items Not Listed on the Meeting Agenda)
7.2.1 **None**

8. **Public Meeting**
8.1 January 21, 2026, at 7:00 P.M. Public Information Meeting held in-person at the Municipal Office (7404 Wellington Road 34) and by electronic participation through Zoom regarding the 2026 Proposed Budget.

9. **Reports ≠**
9.1 **Puslinch Fire and Rescue Services**
9.1.1 **Report FIR-2025-008 Firehouse Subs Public Safety Foundation of Canada – Execution of Funding Agreement ≠**

Recommendation:
That Report FIR-2025-008 entitled Firehouse Subs Public Safety Foundation of Canada – Execution of Funding Agreement be received; and,

That Council gives 3 readings to By-law No. 2025-092 being a By-law authorizing the entering into a Funding Agreement with the Firehouse Subs Public Safety Foundation of Canada for the purchase of Hoses & Nozzles.

9.2 **Finance Department**

9.2.1 **Report FIN-2025-029 2026 Proposed Operating Budget ≠**
(Circulated under separate cover)

That Report FIN-2025-029 entitled 2026 Proposed Operating Budget be received; and,

That Council approve the 2026 one-time base budget increases totalling $25,200, as outlined below, to be funded from the 2025 surplus:

Description	*2026 Approved One-Time Base Budget Increases*
Peer Review of Statements of Cultural Heritage Value or Interest	*$2,100*
Registration of Heritage Designation By-laws	*$23,100*

That Council approve the 2026 permanent base budget increases totalling $10,000, as outlined below, to be funded through the 2026 tax levy:

Description	*2026 Approved Permanent Base Budget Increases*
Township Economic Development and Community Events	*$5,000*
Planning Act Training	*$5,000*

9.2.2 **Report FIN-2025-030 2026 Grant Application Program ≠**

Recommendation:
That Report FIN-2025-030 entitled 2026 Grant Application Program be received; and,

That Council approves the grant allocations amounting to $_____ as outlined below:

Organization	***2026 Approved Grant Allocation***
Aberfoyle Agricultural Society	
Crieff Hills Retreat Centre	
Friends of Mill Creek	
Optimist Club of Puslinch	
Puslinch Pioneer	

Sunrise Therapeutic Riding and Learning Centre	
Whistle Stop Cooperative Preschool Inc.	

9.2.3 **10:05 A.M. Report FIN-2025-031 2026 Municipal Insurance ≠**

Recommendation:
That Report FIN-2025-031 entitled 2026 Municipal Insurance be received; and,

That Council authorize awarding the Municipal Insurance Coverage and Services contract to Intact Public Entities Inc. for the Policy Term January 1, 2026 to January 1, 2027.

9.2.4 **Report FIN-2025-032 Annual Indexing of Development Charges ≠**

Recommendation:
That Report FIN-2025-032 entitled Annual Indexing of Development Charges be received; and,

That the indexed development charge rates outlined in Schedule B to Report FIN-2025-032 be approved; and,

That the Township continue to use the Toronto construction price index as outlined in Report FIN-2025-032.

9.2.5 **Township of Puslinch Pre-Audit Communication to Council – 2025**

Recommendation:
That Council receive the Township of Puslinch Pre-Audit Communication to Council for information.

9.3 **Office of the CAO**

9.3.1 **Report CAO-2025-005 Puslinch Strategic Plan Phase 3 and 4 Engagement ≠ (Circulated under separate cover)**

Recommendation:
That Report CAO-2025-005 entitled Puslinch Strategic Plan Phase 3 and 4 Engagement be received; and,

That Council direct staff to proceed with the first draft of the 2026-2030 Strategic Plan based on the recommendations as [presented/amended].

9.3.2 **Report CAO-2025-006 Corporate Workplan Update ≠**
(Circulated under separate cover)

Recommendation:
That Report CAO-2025-006 regarding the 2025-2026 Corporate Work Plan Update be received for information.

9.3.3 **Report CAO-2025-007 County Housing Development Fund Application & Proposed ARU Grant Program ≠**
(Circulated under separate cover)

Recommendation:
That Report CAO-2025-007 entitled County Housing Development Fund Application & Proposed ARU Grant Program be received; and,

That Council approve the Additional Residential Unit (ARU) Grant Program as [presented/amended].

9.4 **Corporate Services Department**

9.4.1 **Deferred to a future Council Meeting - Report COR-2025-065 Shooting Range By-law Third Reading ≠**

9.4.2 **Report COR-2025-066 Reporting Out Update ≠**

Recommendation:
That Report COR-2025-066 entitled Reporting Out from Council Direction Update be received for information; and,

That Council direct staff submit Schedule "A" on behalf of Council response to ERO Posting 025-1257 as [presented/amended]; and,

That Council direct staff to submit the comments in Note 2 to the City of Guelph for their consideration in response to the Notice of Complete Application and Public Information Meeting Hanlon Creek Business Park Phase 3 as [presented/amended].

9.4.3 **Report COR-2025-067 Procedural By-law Amendment ≠**

Recommendation:
That Council receives report COR-2025-067 regarding the proposed Procedural By-law Amendment; and,

That Council gives three readings to By-law 2025-089 being a By-law to amend the Township's Procedural By-law 2022-046, as amended, as [presented/amended].

9.4.4 **Report COR-2025-068 Heavy Vehicle By-law Amendment ≠**

Recommendation:
That Report COR-2025-068 entitled Heavy Vehicle By-law Amendment be received for information; and,

That Council give three readings to By-law 2025-090 being a by-law to amend By-law 063-2021 being a by-law to prohibit heavy vehicles on Municipal Highways; and,

That Council direct staff to include $1,000 for signage to be incorporated in the 2026 Operating Budget as outlined in the report.

9.4.5 **Report COR-2025-069 Annual Progress Report - Youth and Heritage Advisory Committee Goals and Objectives ≠**

Recommendation:
That Report COR-2025-069 entitled Annual Progress Report - Youth and Heritage Advisory Committee Goals and Objectives be received; and,

That Council approve the goals and objectives for the Youth Advisory Committee for the 2026 year.

9.4.6 **Report COR-2025-070 Annual Township Communications and Engagement Report ≠**

Recommendation:
That Report COR-2025-070 entitled Annual Township Communications and Engagement Report be received for information.

9.4.7 **Report COR-2025-071 Site Alteration Year Two Update ≠**

Recommendation:
That Report COR-2025-071 entitled Site Alteration Year Two Update be received for information; and,

That Council directs staff to prepare a housekeeping amendment to the Site Alteration By-law for Councils considerations as part of the 2026 Corporate Work Plan.

9.5 **Building Department**

9.5.1 **None**

9.6 **Public Works Department**

9.6.1 **None**

9.7 **Community Services and Human Resources Department**

9.7.1 **Report HRM-2025-001 Health and Safety Policy and Harassment and Violence in the Workplace Policy Annual Review ≠**

Recommendation:
That Report HRM-2025-001 regarding the Health and Safety Policy and Harassment and Violence in the Workplace Policy Annual Review be received; and

That Council endorse the Health and Safety Policy and the Harassment and Violence in the Workplace Policy attached to this report as Schedule "A" and "B" respectively.

9.7.2 **Report HRM-2025-002 Township of Puslinch Annual Accessibility Status Report ≠**

Recommendation:
That Report HRM-2025-002 entitled Township of Puslinch Annual Accessibility Status Report be received for information.

10. **Correspondence ≠**

10.1 **10:15 A.M. White Wolf Annual Stakeholders Meeting and 2024 Annual Reports ≠ (Circulated under separate cover)**

Recommendation:
That Correspondence Item 10.1 White Wolf Annual Stakeholders Meeting and 2024 Annual Reports be received for information; and,

That Council direct staff to provide the comments from the Township's Hydrogeologist to White Wolf Property Management Inc. for response; and,

That Council direct staff to provide the comments from the Township's Hydrogeologist to the Ministry of Environment, Conversation and Parks for their information.

10.2 **Council Resolution – Bill 60 Fighting Delays Building Faster Act Member Municipality Clerk ≠**

Recommendation:
That Correspondence Item 10.2 Council Resolution – Bill 60 Fighting Delays Building Faster Act Member Municipality Clerks be received for information.

10.3 **Council Resolution – Emergency Response Plan 2026 Member Municipality Clerks ≠**

Recommendation:
That Correspondence Item 10.3 Council Resolution – Emergency Response Plan 2026 Member Municipality Clerks be received for information.

11. **Council reports**
11.1 Mayor's 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 BL2025-089 Township Procedural By-law Amendment
12.1.2 BL2025-090 By-law to amend By-law 2021-063 Heavy Vehicle By-law
12.1.3 BL2025-091 Appoint Deputy Clerk
12.1.4 BL2025-092 Authorize Entering into Agreement Firehouse Subs
12.1.5 Deferred to a future Council Meeting - BL2025-093 Shooting Range By-law

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

By-law 2025-089 being a By-law to amend By-law 2022-046, being the Township's Procedural By-law for Meetings of Council and Committees.
By-law 2025-090 being a By-law to amend By-law 063-2021 being a by-law to prohibit heavy vehicles on municipal highways.
By-law 2025-091 being a By-law to appoint a Deputy Clerk.
By-law 2025-092 being a By-law to authorize the entering into a Funding Agreement with Firehouse Subs Public Safety Foundation of Canada.

13. **Announcements**

14. **Closed Session**

14.1 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Establishment of a regulatory by-law
14.2 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – In accordance with By-law Complaint Policy Section 3.14(c)

15. **Business Arising from Closed Session**

16. **Notice of Motion**

17. **New Business**

18. **Confirmatory By-law ≠**
18.1 BL2025-094 Confirm By-law – December 17, 2025

Recommendation:
That the following by-law be taken as read three times and finally passed in open Council:
By-law 2025-094 being a by-law to confirm the proceeding of Council for the Corporation of the Township of Puslinch at its meeting held on the 17th day of December 2025.

19. **Adjournment ≠**

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
OCTOBER 14, 2025
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

M I N U T E S

DATE: October 14, 2025
MEETING: Following Committee of Adjustment

The October 14, 2025 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 8:54 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:
Councilor John Sepulis, Chair
Kim McCarthy
Chris Pickard
Kiro Attia
Paul Sadhra

ABSENT:
None

STAFF IN ATTENDANCE:
Justine Brotherston, Municipal Clerk
Mehul Safiwala, Jr. Planner

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-046: Moved by Committee Member Kiro Attia and Seconded by Committee Member Chris Pickard

That the Committee approves the October 14, 2025, PDAC Agenda as circulated; and,

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

Consent Item 6.2 Questions received from Committee Members seeking additional information and the corresponding responses provided by staff regarding the October 14, 2025 Planning and Development Advisory Committee agenda.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. CONSENT AGENDA

6.1 Approval of the Minutes September 9, 2025
6.1 Committee Questions and Corresponding responses from staff

Resolution No. 2025-047: Moved by Committee Member Paul Sadhra and Seconded by Committee Member Kim McCarthy

That the Consent Agenda Items listed for the October 14, 2025 Planning and Development Committee Meeting be received for information.

CARRIED

7. DELEGATIONS

None

8. NOTICE OF PUBLIC MEETINGS/HEARINGS

None

9. REPORTS

9.1. LAND DIVISION (Consents)

9.1.1 B51-25 – Puslinch Beach & Marina 43 McClintock Dr, Part Block A Plan 373, Township of Puslinch

Proposed lot line adjustment is 7.48m fr x 86.55m = 641.8 square metres, existing laneway from Butler Ave to be added to abutting residential lot.

Retained parcel is 12.08 hectares with 427.6m frontage, existing and proposed residential and commercial use.

Resolution No. 2025-048: Moved by Committee Member Chris Pickard and Seconded by Committee Member Kiro Attia

That the Committee supports Severance Application B51-25 subject to the following condition(s):

1. **That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (included but not limited to Taxes paid in full and Consent Review/Condition Clearance Fee and Safe Access Clearance Fee) which the Township of Puslinch may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject land; and further, that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.**

2. **That the Owner obtain zoning compliance for the proposed merged parcel and zoning compliance for the proposed retained parcel be demonstrated to the satisfaction of the Township of Puslinch; 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 any fees incurred by the Township of Puslinch 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.**

4. **The owner provide a new proposed location for the existing shed away from the septic system to be approved by the Chief Building Official (CBO) and that the shed be moved to the new location to the satisfaction of the Township's CBO; 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. B58-25 – Deter, Rolf – 6675 Laird Rd W – Part Lot 8, Concession 4 – Township of Puslinch

Proposed severance is 33m fr x 141m = 0.47 hectares, existing vacant land for proposed rural residential use (Lapsed application B118-12)

Retained parcel is 42m fr x 141m = 0.60 hectares, existing and proposed rural residential use with existing dwelling and storage shed (shed recently burnt down, to be rebuilt)

Resolution No. 2025-049: Moved by Committee Member Chirs Pickard
Seconded by Committee Member Kim McCarthy

That the Committee supports Severance Application B58-25 subject to the following condition(s):

1. **That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (included but not limited to Taxes paid in full and Consent Review/Condition Clearance Fee and Safe Access Clearance Fee) which the Township of Puslinch may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject land; and further, that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.**

2. **That the Owner obtain zoning compliance for the proposed severed parcel and proposed retained parcel be demonstrated to the satisfaction of the Township**

of Puslinch; 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 any fees incurred by the Township of Puslinch 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.**

4. **That the applicant provides a predevelopment site plan to the satisfaction of the Township of Puslinch, denoting the existing (if applicable) and proposed driveway, buildings, well and on-site septic field locations to ensure the site will accommodate development of a single dwelling residence. Provide dimensions to illustrate compliance with setback requirements, including significant grade changes.**

5. **That the existing manure storage facility including but not limited to the concrete structure (manure pit) be removed/decommissioned to the satisfaction of the Township of Puslinch; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.**

CARRIED

9.2 ZONING BY-LAW AMENDMENT APPLICATIONS

None

9.3. STAFF REPORTS

9.3.1 Workshop – Planning and Development Advisory Committee 2026-2030 Strategic Plan (Completed in person only)

Resolution No. 2025-049: Moved by Committee Member Kim McCarthy
Seconded by Committee Member Paul Sadhra

That the Workshop entitled Planning and Development Advisory Committee 2026-2030 Strategic Plan be received for information.

9.3.2 Report PDAC-2025-005 Proposed 2026 Budget Requests

Resolution No. 2025-049: Moved by Committee Member Paul Sadhra
Seconded by Committee Member Kim McCarthy

That Report PDAC-2025-005 entitled Proposed 2026 Planning and Development Advisory Committee Budget be received for information; and,

That the Planning and Development Advisory Committee endorse the proposed budget as presented.

10. CORRESPONDENCE

None

11. NEW BUSINESS

None

12. ADJOURNMENT

Resolution No. 2025-050: Moved by Committee Member Kim McCarthy
Seconded by Committee Member Paul Sadhra

That the Planning and Development Advisory Committee hereby adjourned at 10:33 p.m.
CARRIED.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
OCTOBER 21, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY COMMITTEE MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

MINUTES

DATE: October 21, 2025
MEETING: 7:00 P.M.

The October 21, 2025 Recreation and Community Wellness Advisory Committee was held on the above date and called to order at 7:00 p.m. via in person participation at the Municipal Office at 7404 Wellington Road 34, and via electronic participation.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:
Councillor Jessica Goyda
Stephanie McCrone
Joanna Jefferson
Tracey McQueen

Staff in Attendance:
Laura Emery, Communications and Committee Coordinator
Sarah Huether, Manager of Corporate Service/Deputy Clerk
Courtenay Hoytfox, Chief Administrative Officer

Absent:
Beth Charles
Margaret Hauwert
Mary Christidis

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-031: Moved by Joanna Jefferson and Seconded by Stephanie McCrone

That the Recreation and Community Wellness Advisory Committee approves the October 21, 2025 Agenda as circulated; and,

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

Consent Item 7.4 Questions received from Committee Members seeking additional information and the corresponding responses provided by staff regarding the October 21, 2025 Recreation and Community Wellness Advisory Committee agenda.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 September 16, 2025 Recreation and Community Wellness Advisory Committee Minutes
7.2 FIN-2025-024 2026 Proposed User Fees and Charges
7.3 Facility Revenues and previous year comparators for July 1, 2025 to September 30, 2025
a) Aberfoyle Baseball Diamond
b) Aberfoyle Soccer Pitch
c) Badenoch Soccer Pitch
d) Morriston Meadows Baseball Diamond
e) Morriston Meadows Picnic Pavilion
f) Old Morriston Park Baseball Diamond
g) Optimist Recreation Centre Gym
h) Optimist Recreation Centre Rink
i) Puslinch Community Centre Alf Hales Room
j) Puslinch Community Centre Archie MacRobbie Hall
k) Puslinch Community Centre Kitchen
l) Puslinch Community Centre Tennis Courts
7.4 Committee Questions and Staff Responses

Resolution No. 2025-032: Moved by Tracey McQueen and Seconded by Joanna Jefferson

That Consent Agenda item listed for the October 21, 2025 Recreation and Community Wellness Advisory Committee meeting be received for information.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Workshop – Recreation and Community Wellness Advisory Committee 2026-2030 Strategic Plan

Resolution No. 2025-033: Moved by Joanna Jefferson and Seconded by Stephanie McCrone

That the workshop – Recreation and Community Wellness Advisory Committee 2026-2030 Strategic Plan be received for information.

CARRIED

8.2 Report – REC-2025-010 – 2022 to 2026 Goals and Objectives Update

Resolution No. 2025-034: Moved by Joanna Jefferson and Seconded by Stephanie McCrone

That report REC-2025-010 entitled 2022 to 2026 Goals and Objectives Update be deferred to a future meeting.

CARRIED

8.3 Verbal Update – Director of Public Works, Parks, and Facilities

Resolution No. 2025-035: Moved by Joanna Jefferson and Seconded by Tracey McQueen

That the verbal update be received for information.

CARRIED

9. CORRESPONDENCE

None

10. ANNOUNCEMENTS

None

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None

13. ADJOURNMENT

Resolution No. 2025-036: Moved by Tracey McQueen and Seconded by Joanna Jefferson

That the Recreation and Community Wellness Advisory Committee hereby adjourns at 8:41 p.m.

CARRIED

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
NOVEMBER 3, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

MINUTES

DATE: November 3, 2025
CLOSED MEETING: Directly following item 8.1 Workshop
MEETING: 1:00 P.M.

The November 3, 2025, Heritage Advisory Committee meeting was held on the above date and called to order at 1:02 p.m. via in person participation at the Municipal Office at 7404 Wellington Road 34 and via electronic participation.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:
Lily Klammer-Tsuji
Russel Hurst - Chair
Cheryl McLean
Andy Day
Kristine O'Brien – left at 2:17 p.m.
Ray Smith

Absent:

Staff in Attendance:
Laura Emery, Communications and Committee Coordinator
Sarah Huether, Manager of Corporate Services/Deputy Clerk
Courtenay Hoytfox, Chief Administrative Officer

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-047: Moved by Cheryl Mclean and Seconded by Andy Day

That the Heritage Advisory Committee approves the November 3, 2025 Agenda as circulated.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1. September 8, 2025 Heritage Advisory Committee Meeting Minutes
7.2. Township of Puslinch Council Resolution 2025-321 regarding 9.4.7 Report COR- 2025-047 – Heritage 2026 Part II Designation

Resolution No. 2025-048: Moved by Andy Day and Seconded by Cheryl Mclean

That the Consent Agenda items listed for the November 3, 2025 Heritage Advisory Committee meeting be received for information.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Workshop – Heritage Advisory Committee 2026-2030 Strategic Plan

Resolution No. 2025-049: Moved by Cheryl Mclean and Seconded by Lily Klammer-Tsuji

That the Workshop - Heritage Advisory Committee 2026-2030 Strategic Plan be received for information.

CARRIED

8.2 Report – HER-2025-016 – Heritage Designation Objection and Deferrals

Resolution No. 2025-050: Moved by Lily Klammer-Tsuji and Seconded by Ray Smith

That Report HER-2025-016 entitled Heritage Designation Objection and Deferrals be received; and,

That the Committee affirm the recommendation for designation of 4453 Sideroad 20 North; and,

That the Committee affirm the recommendation for designation of 7243 Concession 1; and,

That the Committee affirm the recommendation for designation of 7201 Concession 1; and,

That the Committee affirm the recommendation for designation of 4 Victoria Street; and,

That the Committee affirm the recommendation for designation of 6926 Wellington Rd 34.;

That the Heritage Advisory Committee recommend Council state their intention to Designate for 4 Victoria Street, 7243 Concession 1, 7201 Concession 1 and 4453 Sideroad 20 North.

CARRIED

8.3 Report – HER-2025-017 – 2022-2026 Goals and Objectives Update

Resolution No. 2025-051: Moved by Andy Day and Seconded by Cheryl Mclean

That Report HER-2025-017 entitled 2022-2026 Goals and Objectives Update be received for information.

CARRIED

9. CLOSED SESSION:

The Committee was in closed session from 2:50 p.m. to 3:46 p.m.

The Committee Coordinator stopped the recording and removed all public attendees from the webinar. The webinar was then 'locked" so no new participates are able to join.

Resolution No. 2025-052: Moved by Andy Day and Seconded by Ray Smith

That the Heritage Advisory Committee shall go into closed session under section 239 of the Municipal Act for the purpose of:

9.1 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local boards – Potential matters heard by Ontario Land Tribunal
9.2 Confidential minutes from previous closed meetings:
9.2.1 September 8, 2025, Closed Meeting Minutes

CARRIED

Resolution No. 2025-053: Moved by Andy Day and Seconded by Ray Smith

That the Heritage Advisory Committee moves into open session at 3:46 p.m.

CARRIED

Heritage Advisory Committee resumed open session at 3:46 p.m.

Resolution No. 2025-054: Moved by Cheryl Mclean and Seconded by Andy Day

That the Heritage Advisory Committee receives the:

9.1 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local boards – Potential matters heard by Ontario Land Tribunal.
9.2 Confidential minutes from previous closed meetings:
9.2.1 September 8, 2025, Closed Meeting Minutes; and,

That staff proceed as directed.

CARRIED

10. CORRESPONDENCE

None

11. ANNOUNCEMENTS

None

12. NOTICE OF MOTION

None

13. NEW BUSINESS

None

14. ADJOURNMENT

Resolution No. 2025-055: Moved by Cheryl Mclean
Seconded by Andy Day

That the Heritage Advisory Committee hereby adjourns at 3:50 p.m.

CARRIED

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
NOVEMBER 3, 2025 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON TRAPPED ESCAPE ROOM, GUELPH, ON

MINUTES

DATE: November 3, 2025
MEETING: 6:00 P.M.

The November 3, 2025 Youth Advisory Committee was held on the above date and called to order at 6:00 p.m. via in person participation at the Trapped Escape Room in Guelph, ON.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:
Councillor Sara Bailey - Chair
Katey Whaling
Jasmine Coburn
Kaiden Wineberg
Nimrit Basi
Aaron Dochstader
Xander Wineberg
Oliver Van Gerwen
Danica Reed
Suraj Jheeta

Absent:
Talia Wineberg
Kenzo Szatori
Carter Devries

Staff in Attendance:
Laura Emery, Communications and Committee Coordinator

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-040: Moved by Nimrit Basi and
Seconded by Oliver Van Gerwen

That the Youth Advisory Committee approves the November 3, 2025 Agenda as circulated.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. CONSENT AGENDA

6.1 October 6, 2025 Youth Advisory Committee Minutes

Resolution No. 2025-041: Moved by Danica Reed and Seconded by Jasmine Coburn

That the Consent Agenda item listed for the October 6, 2025 Youth Advisory Committee meeting be received for information.

CARRIED

7. COMMITTEE AND STAFF REPORTS

7.1 Ice Breaker Activity

Resolution No. 2025-042: Moved by Katey Whaling and Seconded by Aaron Dochstader

That the ice breaker activity be received for information.

CARRIED

8. NEW BUSINESS

Resolution No. 2025-043: Moved by Kaiden Wineberg and Seconded by Xander Wineberg

Whereas the Youth Advisory Committee identified ongoing concerns regarding the lack of adequate sidewalk connectivity and pedestrian safety in the Township's 2026-2030 Strategic Plan discussion; and,

Whereas the Committee recognizes the importance of safe, accessible, and continuous pedestrian infrastructure for youth and community members travelling over Highway 401 between Morriston and Aberfoyle; and,

Whereas the Ministry of Transportation of Ontario (MTO) is undertaking construction projects in the area, which may present opportunities to improve local active transportation connections;

Now therefore be it resolved that the Township's Youth Advisory Committee recommends that Council submit the following comments to the MTO:

1. Improve sidewalk access and pedestrian safety between Morriston and Aberfoyle; and
2. Consider integrating enhanced sidewalk and active transportation infrastructure as part of any current or future construction projects occurring over Highway 401; and,

That this resolution be forwarded to Council for their consideration and direction.

CARRIED

9. ADJOURNMENT

Resolution No. 2025-044: Moved by Suraj Jheeta and
Seconded by Oliver Van Gerwen

That the Youth Advisory Committee hereby adjourns at 7:26 p.m.

CARRIED

Monika Farncombe

From: ca.office (MECP) <ca.office@ontario.ca>
Sent: Friday, November 7, 2025 4:24 PM
To: ca.office (MECP)
Subject: Consultation on the proposed boundaries for the regional consolidation of Ontario's conservation authorities

Follow Up Flag: Follow up
Flag Status: Flagged

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** This message is being sent on behalf of Chloe Stuart, Assistant Deputy Minister, Land and Water Division, MECP and Hassaan Basit, Chief Conservation Executive, MECP **

Greetings,

We are writing to notify you of a policy proposal available for comment on the Environmental Registry of Ontario at posting #025-1257 which is part of the government's actions to improve conservation authorities.

We are seeking feedback on proposed boundaries for the consolidation Ontario's 36 conservation authorities into regional conservation authorities, and the criteria applied to inform the proposed boundaries. The policy proposal notice includes maps depicting the proposed boundaries for the regional conservation authorities and discussion questions relevant to the planning for the future state.

The province's decision on the number and configuration of regional conservation authorities will be finalized following further technical analysis and consideration of the feedback received during this consultation phase. The province is also planning to consult further, at a future date, on potential amendments to the *Conservation Authorities Act* and regulations under the Act, to enable the consolidation of conservation authorities.

No changes are proposed to the overall extent of conservation authority jurisdiction within the province, and under consolidation, the new regional conservation authorities would remain independent organizations operating with municipal governance and oversight, in accordance with requirements under the *Conservation Authorities Act*, as administered by the Ministry of the Environment, Conservation and Parks.

In addition, the important work that conservation authorities do to protect people and property from the risks of flooding and other natural hazards will not change. Regional conservation authorities would continue to deliver provincially mandated programs. These include drinking water source protection under the *Clean Water Act*, managing development and other activities in areas at risk of natural hazards—such as floodplains, shorelines, watercourses, and wetlands—and providing flood forecasting and warning services. Conservation authorities would continue to manage their lands and recreational trails, providing Ontarians access to local natural areas and outdoor activities. Regional

conservation authorities would also continue to be able to provide additional municipal and other watershed programs and services set out under the *Conservation Authorities Act*. Existing conservation authority board members would continue to serve until the expiration of their terms next year, with changes to governance and structure to be initiated following municipal elections in October 2026.

This proposal is part of broader action that Ontario is proposing to take to improve the conservation authority system to reduce duplicative costs, free-up resources, and better align the work of conservation authorities with provincial priorities on housing, infrastructure, the economy and climate resilience. These actions include the creation of the Ontario Provincial Conservation Agency to provide centralized leadership and oversight of conservation authorities, proposed by the Government on November 6, 2025, in Bill 68, *Plan to Protect Ontario Act (Budget Measures), 2025*.

To learn more about this proposal, a virtual information session for municipalities will be held on **Tuesday, November 18, 2025, at 2pm**. To register for this session, please email ca.office@ontario.ca.

The Environmental Registry comment period for posting #025-1257 will close at 11:59pm on December 22, 2025. Comments may be submitted through the Registry or by email to the conservation authorities section team at the Ministry of the Environment, Conservation and Parks, via ca.office@ontario.ca.

Thank you,

Chloe Stuart
ADM, Land and Water Division
Ministry of the Environment, Conservation and Parks

Hassaan Basit
Chief Conservation Executive
Office of the Chief Conservation Executive

Ontario

Taking pride in strengthening Ontario, its places and its people

Please Note: As part of providing accessible customer service, please let me know if you have any accommodation needs or require communication supports or alternate formats.

Cordialement,

Martin Lacroix, Directeur par intérim
Division de la production des produits chimique
Environnement et Changement climatique Canada
351 Boul. Saint-Joseph
Gatineau, QC K1A 0H3

Final progress report for the asphalt Code of Practice

Hello,

I am writing to inform you that the final *Progress report on the Code of Practice for the reduction of volatile organic compound (VOC) emissions from cutback and emulsified asphalt* has been published on the Canadian Environmental Protection Act Registry web site.

The objective of the Code is to protect the environment by reducing VOC emissions from the liquefied asphalt sector by at least 40% over a six-year period, beginning in 2017. This latest report summarizes data submitted by industry for the 2023 calendar year and marks the fourth and final report following the Code's publication, thereby concluding the six-year implementation period.

The findings indicate that the Code has not met its targeted VOC emission reduction. To address this gap, Environment and Climate Change Canada (ECCC) will engage with the paving industry to identify ongoing uses of cutback asphalt and assess barriers to transitioning to lower VOC emulsified products for these uses. ECCC will also consult with key stakeholders, including procurement agencies and paving companies, to explore strategies for accelerating progress toward reducing VOC emissions.

Additional background information on VOCs and the Code of Practice is available on ECCC's *VOCs in Consumer and Commercial Products* webpage.

Should you have any questions regarding this Code of Practice, please do not hesitate to contact us at produits-products@ec.gc.ca.

Yours sincerely,

Martin Lacroix, Acting Director
Chemical Production Division
Environment and Climate Change Canada
351 Saint-Joseph Boulevard
Gatineau, QC K1A 0H3

Ministry of the Solicitor General

Strategic Policy Division
Office of the Assistant Deputy Minister

25 Grosvenor Street, 9th Floor
Toronto ON M7A 1Y6

Ministère du Solliciteur général

Division des politiques stratégiques
Bureau du sous-ministre adjoint

25, rue Grosvenor, 9e étage
Toronto ON M7A 1Y6

Ontario

DATE: November 19, 2025

MEMORANDUM TO: Heads of Municipal Council

FROM: Melissa Kittmer
Assistant Deputy Minister, Strategic Policy Division

SUBJECT: Update to Ontario Regulation 416/23: Oaths and Affirmations under the *Community Safety and Policing Act, 2019* (CSPA)

I am writing to inform you of an important update to **Ontario Regulation 416/23: Oaths and Affirmations** under the *Community Safety and Policing Act, 2019 (CSPA)*, which affects the oath or affirmation that police service board and detachment board members must take before exercising their powers or performing their duties.

Following a public posting on the Ontario Regulatory Registry from June 30 to August 14, 2025, the regulation has been amended to update the wording of the oath/affirmation. Board members will now swear to discharge their duties "according to law and any rules, procedures and by-laws of the board," aligning the wording with other provisions of the CSPA and responding to feedback received from stakeholders.

The updated oath reads as follows:

> *"I solemnly swear (affirm) that I will uphold the Constitution of Canada, which recognizes and affirms Aboriginal and treaty rights of Indigenous peoples, and that I will, to the best of my ability, discharge my duties as a member of the (insert name of police service board, OPP detachment board, or First Nation OPP board as applicable) faithfully, impartially and according to law and any rules, procedures and by-laws of the board. So help me God. (Omit this line in an affirmation.)"*

This amendment is effective as of **October 31, 2025**. As of this date, all new board members who have not yet taken their oath or affirmation of office are required to take the

updated oath before exercising their powers or performing the duties of a member of the board. Current members who have already taken their oath are not affected.

This information is being shared to support police service boards, O.P.P. detachment boards, and municipal councils in preparing for this change and ensuring that onboarding materials and board procedures are updated as needed. If you are not a member of a police service board, we kindly ask that you share this information with your board chair.

If you or your administrative staff require additional information or assistance, please contact **Nicole Rogers,** Manager, Community Safety Policy Unit, at nicole.rogers@ontario.ca.

Thank you for your continued leadership and commitment to effective police governance and community safety in Ontario.

Best regards,

[redacted]

Melissa Kittmer
Assistant Deputy Minister
Strategic Policy Division
Ministry of the Solicitor General

CC: Sheela Subramanian, Director, Community Safety and Intergovernmental Policy Branch
Nicole Rogers, Manager, Community Safety Policy Unit

Ministry of Municipal Affairs and Housing

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

Ministère des Affaires municipales et du Logement

Bureau du ministre

777, rue Bay, 17e étage
Toronto (Ontario) M7A 2J3
Tél.: 416 585-7000

Ontario

234-2025-4982

November 25, 2025

Dear Head of Council:

Through the *Protect Ontario by Building Faster and Smarter Act, 2025* (Bill 17), which received Royal Assent on June 5, 2025, changes were made to the *Planning Act* that will help streamline and standardize municipal development processes.

This includes changes that enable the Minister of Municipal Affairs and Housing, by regulation, to permit variation from a zoning by-law "as of right" if a proposal is within a prescribed percentage of the required setback (the minimum distance a building or structure must be from a property line) on specified lands. This new authority was intended to reduce planning applications for minor variances.

Today, our government announced further action to streamline planning approvals by exercising my authority established under Bill 17 to amend Ontario Regulation 545/06 (Zoning By-laws, Holding By-laws and Interim Control By-laws) to allow variations to be permitted "as-of-right" if a proposal is within 10% of setback requirements applicable to specified lands. Specified lands include any parcel of urban residential lands outside of the Greenbelt Area, and exclude areas such as hazardous lands, and lands near shorelines and railways. These changes in Ontario Regulation 257/25 were filed on November 21, 2025 and took effect upon filing.

Any variances sought beyond the prescribed percentage of the setback requirement would be subject to the usual minor variance or rezoning approval process and other zoning standards (e.g., height limits, etc.) would continue to apply, helping to mitigate potential land use compatibility issues.

This "as-of-right" permission is intended to remove the need for certain variances that are the most minor in nature, resulting in fewer applications submitted and fewer hearings for minor variances before a municipal committee of adjustment for these proposals.

The proposed regulation works with the Additional Residential Units regulation (Ontario Regulation 299/19) to help create additional residential units, such as basement suites, by eliminating additional barriers related to setbacks.

… /2

We look forward to continued collaboration with our municipal partners as we work together to achieve our goal of building the homes that Ontarians need.

Sincerely,

[redacted]

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

c. Robert Dodd, Chief of Staff, Municipal Affairs and Housing (MMAH)
Martha Greenberg, Deputy Minister, MMAH
David McLean, Assistant Deputy Minister, Housing Planning and Policy Division, MMAH
Municipal Chief Administrative Officer

Monika Farncombe

From: AMO Policy <policy@amo.on.ca>
Sent: Wednesday, December 3, 2025 10:47 AM
To: Admin
Subject: AMO Policy Update – Build Canada Homes Project Call, Poverty Reduction Strategy & New Development Charge Guidance

Follow Up Flag: Follow up
Flag Status: Flagged

This sender is trusted.

AMO Policy Update - Build Canada Homes Project Call, Poverty Reduction Strategy & New Development Charge Guidance

Top Insights

• New details released on opportunities for municipalities and District Social Service Administration Boards to work with Build Canada Homes to unlock new affordable housing for their communities.

• AMO provided input into the province on its next 5-year Poverty Reduction Strategy, advocating for a comprehensive human services approach to reducing poverty.

• New development charges payment deferral guidance from the province.

Build Canada Homes: Call for Project Proposals Open

The federal government's Build Canada Homes (BCH) is set-up to focus primarily on developing non-market housing, supporting a mix of income needs as part of a national effort to double housing construction, restore affordability, and reduce homelessness.

BCH released an Investment Policy Framework (IPF) to guide investment decisions and development activities. Calls for project proposals can be submitted on the BCH portal on a continuous intake basis. BCH is prioritizing proposals with these considerations in mind:

- Ready to build
- Affordability
- Innovation and speed
- Strong partnership
- Made in Canada

AMO is continuing to engage with BCH on program design advice to ensure it works well in the Ontario context and provides opportunities for all areas of the province to leverage opportunities to unlock affordable housing.

Poverty Reduction Strategy Submission

AMO and the Ontario Municipal Social Services Association (OMSSA) have jointly submitted a proposal to the province seeking support to increase municipal capacity to address the impacts of poverty on people and communities. It is outlined in the submission Partnering for Impact: Human Services as Essential Social Infrastructure for Poverty Reduction.

AMO and OMSSA outlined how a comprehensive human services response for those living in poverty makes both good social and economic sense for the government, workers, and employers. The government is urged to address the root causes of poverty with measurable outcomes, and undertake targeted actions on an urgent basis to alleviate poverty in Ontario including:

1. Expand the supply of deeply affordable non-market housing
2. Improve social assistance and employment programs
3. Continue investments in child care
4. Invest in transportation

AMO has also signed an open letter with Maytree and broad range of sector partners to encourage the province to take significant action to reduce poverty.

Development Charge (DC) Deferral to Occupancy: Guidelines for Implementation

Bill 17 introduced new amendments to the Development Charges Act (DCA) this year. AMO developed new key messages for members on these changes and the value of DCs more broadly.

One significant change defers the municipal collection of DCs at the building permit stage of development to the issuance of an occupancy permit, effective November 3, 2025.

AMO previously explained the DC payment deferral in a Policy Update and has since received additional implementation guidance from the province in a letter from Minister Flack. New guidance on the interaction between the payment deferral with freeze provisions and interest charges states, in summary that:

- No changes have been made to the DC freeze provisions in the DCA.
- Municipalities cannot charge interest on deferred DCs to occupancy.
- For any DCs deferred prior to November 3, 2025, interest accrued before this date will continue to be payable to the municipality, but municipalities are not able to charge additional interest on the deferral on or after November 3, 2025.
- Developers do not need to enter into section 27 agreements with municipalities for early payment of DCs. Developers have the discretion to pay DCs any time before occupancy permit issuance without a formal agreement.
- Section 27 agreements for alternative deferral arrangements, continue to not be subject to the rules regarding the legislative deferral (including the prohibition on new interest).

An online version of this Policy Update is also available on the AMO Website.

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Monika Farncombe

From: AMO Policy <policy@amo.on.ca>
Sent: Friday, November 21, 2025 10:15 AM
To: Admin
Subject: AMO Policy Update – New Procurement Requirements, Bill 30 Advocacy, 2025 Federal Budget Infrastructure Investments

Follow Up Flag: Follow up
Flag Status: Flagged

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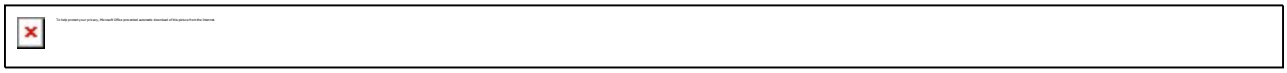

AMO Policy Update – New Procurement Requirements, Bill 30 Advocacy, 2025 Federal Budget Infrastructure Investments

Top Insights

• Yesterday, the province announced it is introducing the *Buy Ontario Act* to require municipalities to prioritize Ontario and then Canadian vendors in procurements.

• AMO submitted comments and a letter to the province opposing Bill 30's proposal to exempt projects funded by the Skills Development Fund (SDF) Capital Stream from the *Planning Act* and some or all of the *Municipal Act.*

• Passed by Parliament on Monday, the 2025 Federal Budget was initially heralded for significant infrastructure investments. However, analysis shows it repackages existing infrastructure funds with only some new spending.

Public Sector Procurement Legislation

The Ontario government announced it is introducing the *Buy Ontario Act* which, if passed, would require public sector entities including municipalities to prioritize Ontario and then Canadian made goods and

services.

AMO continues to reaffirm to the province that municipalities want to do their part to support Ontario's economy and mitigate the impacts of tariffs and trade disruptions. According to AMO's survey of municipal procurement, municipalities spend over $22 billion annually on goods and services, and 98% of its non-construction procurement is already from Canadian vendors.

AMO will work with the province to ensure that municipal procurement can be effectively harnessed as a tool to support our economy, while ensuring that we can mitigate against significant cost escalation and ensure continuity for municipal service delivery. For example, AMO is working with provincial and municipal staff to help inform the design of the first procurement policy to add "Buy Ontario" restrictions to municipal fleet vehicle procurement.

Bill 30: AMO Urges Safeguarding of Critical Municipal Planning Processes and Authorities

AMO has submitted comments opposing proposals in Bill 30, *Working For Workers Seven Act*, which seek to exempt projects funded through the Skills Development Fund's (SDF) Capital Stream from the *Planning Act* and the *Municipal Act*.

While AMO supports streamlining planning, the legislative amendments proposed in Bill 30 are problematic given they extend broad planning exemptions to private sector organizations, which lack the robust regulatory and accountability frameworks that mitigated risks in previous planning exemptions (e.g., hospitals, schools). AMO is concerned that the SDF's eligibility criteria alone is insufficient to support exempting recipients from the *Planning Act* and the *Municipal Act*. The proposed legislative changes pose significant risks to orderly and sustainable municipal growth, infrastructure planning, and site and community safety.

In its letter to Ministers Piccini and Minister Flack, AMO urges the Province to reconsider and remove these proposed exemptions from Bill 30 and reiterated its commitment to work with the government to develop solutions that meet provincial objectives while upholding the ability of municipalities to maintain healthy, sustainable communities.

2025 Federal Budget Infrastructure Investments Announcements

Infrastructure

The 2025 Federal Budget announced an investment of $115 billion over 5 years for new public, municipal, indigenous and trade infrastructure. AMO appreciates the federal acknowledgement of the importance of local infrastructure, but the 2025 Federal Budget does not adequately provide sustainable, predictable and long-term funding streams required by municipalities. Instead, the existing infrastructure funding is mostly repackaged under new titles and frameworks.

For example, the new Build Communities Strong Fund (BCSF) was announced, providing $51 billion over 10 years, starting in 2026-27, with a further $3 billion per year ongoing funding for provincial and territorial governments. Funding for this program consists of limited new dollars and reallocated resources from the Canada Housing Infrastructure Fund, Canada Public Transit Fund, and the Canada Community Building Fund (CCBF). The BCSF will consist of three streams:

- A Provincial and Territorial Stream, providing $17.2 billion over 10 years, beginning next year, to be shared between housing-enabling infrastructure, health-related infrastructure and infrastructure at colleges and universities. This is conditional funding geared towards municipalities that substantially reduce development charges and do not impose new levies that can negatively impact housing supply.
- A Direct Delivery Stream, providing $6 billion over 10 years, to support large regional projects.
- A Community Stream providing $27.8 billion over 10 years, which is a rebranding of the CCBF and contains no new additional funding.

For municipalities, this results in greater uncertainty, administrative complexity and competition for accessing federal funding as the funding envelope is distributed across multiple streams.

Housing

The 2025 Federal Budget commits funding to Build Canada Homes to create housing including the $1 billion investment in supportive and transitional housing and $1.5 billion for the Canada Rental Protection Fund. However, there is no mention of the campaign promise to build 500,000 homes a year.

Even with increased funding in the next few years few years, overall spending on housing will decrease from the current year's allocation of $3.53 billion to $3.36 billion by 2029. The future of the National Housing Strategy beyond its expiry in 2028 is unclear as are the investments in the Housing Accelerator

Fund (which has no funding beyond 2027-28) and the Reaching Home program for critically needed homelessness prevention.

An online version of this Policy Update is also available on the AMO Website.

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Monika Farncombe

From: AMO Policy <policy@amo.on.ca>
Sent: Friday, November 14, 2025 5:47 PM
To: Admin
Subject: AMO Policy Update – Special Economic Zones Advocacy, CWELCC Program Extended, Pothole Prevention and Repair Program, New Road Safety Initiatives Fund

This sender is trusted.

AMO Policy Update – Special Economic Zones Advocacy, CWELCC Program Extended, Pothole Prevention and Repair Program, New Road Safety Initiatives Fund

Top Insights

• AMO's submission to provincial consultation on special economic zones calls for a collaborative consultation process that includes municipalities and Indigenous communities.

• It is positive news that the Canada-Ontario funding agreement for child care and early years programming has been extended for one year, though a longer-term agreement is needed.

• A new Pothole Prevention and Repair Program for small municipalities is open for applications.

• New $210M Road Safety Initiatives Fund announced. AMO is working with the province to understand how it will fund new road safety measures, and if municipalities will be reimbursed for the cost of cancelling existing speed camera programs.

AMO Reinforces the Importance of Municipal Engagement for Special Economic Zones

AMO has submitted comments to the Environmental Registry consultation seeking feedback on proposed criteria for special economic zones (SEZs). AMO is calling on the province to use SEZs:

- In situations where approvals cannot be otherwise expedited.
- In collaboration with the host municipality, alongside the province, project proponent, and affected Indigenous communities.
- With a formal municipal support resolution where projects consider high-risk exemptions, including exemptions from source water and drinking water protections, municipal revenue collection bylaws, and where exemptions to land-use control could irreversibly damage critical assets like agricultural land and environmentally significant areas.

While AMO supports bold action to strengthen Ontario's economy in the context of shifting global trade, our submission underlines the importance of ensuring that host municipalities experience the economic benefits of SEZs. We also strongly support Indigenous communities in their calls for the province to uphold treaty rights and maintain strong environmental protections.

Child Care and Early Learning Funding Agreement Extended

The provincial and federal governments have negotiated a one-year extension to continue to implement the Canada-wide Early Learning and Child Care (CWELCC) program for Ontario. The program was set to expire on March 31, 2026, and the extension ensures continuity of the program for the coming year. The extension keeps fees at their current average of $19 per day, and a maximum of $22 per day.

Sustaining the program is core to supporting families and benefiting children and their parents by maintaining access to more affordable and inclusive childcare and early years programming. Looking ahead, governments need to work toward a longer-term agreement beyond the current 2026 extension to provide stability to children and their parents, including reaching the affordability goal of $10 per day and creating spaces to meet the demand.

Pothole Prevention and Repair Program

The province has launched a new Pothole Prevention and Repair Program for municipalities with populations up to 10,000 people. Eligible municipalities can receive up to $38,000 for projects.

Municipalities across Ontario have a substantial infrastructure maintenance and repair backlog, and roads represent the largest share of this gap. Targeted funding to smaller municipalities with limited resources allows them to address and prevent pothole related issues.

Applications for the Pothole Prevention and Repair Program are now open. Eligible municipalities can apply through the Transfer Payment Ontario portal until December 12, 2025.

New Road Safety Initiatives Fund

The government announced details about the new $210M Road Safety Initiatives Fund (RSIF) following the province-wide cancellation of municipal Automated Speed Enforcement (ASE). AMO has worked with municipalities to develop fund design recommendations and gather ASE cancellation cost data. We continue to advocate for adequate funding to fairly reimburse municipalities for cancellation costs, and for flexibility and local choice in the RSIF to ensure municipalities can implement the most effective traffic calming measures in their communities. AMO continues to engage with the Ministry of Transportation on ASE and the fund to advance this advocacy.

An online version of this Policy Update is also available on the AMO Website.

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

Justine Brotherston

To: Mary Hasan; Courtenay Hoytfox; Laura Emery
Cc: Michelle Cassar
Subject: RE: Help us advocate for strong OMERS governance

From: AMO Communications communicate@amo.on.ca
Sent: December 5, 2025 2:34 PM
To: Mary Hasan mhasan@puslinch.ca
Subject: Help us advocate for strong OMERS governance

This sender is trusted.

Template letter, draft motion and resources inside.



We Need Your Voice on OMERS Governance Changes & Bill 68

Tools to help you spread the word with a template letter to send to representatives.

Mary,

Following a successful webinar last week, here are some resources to make it easy for you to help AMO in advocating for a fair and transparent approach to the provincial government's proposed changes to OMERS governance under Bill 68.

How you can help:

- **Send a letter and Council resolution template -** This toolkit contains an overview of what's happening, Q&As, a draft motion and a **done-for-you template letter** to personalize and send to your local representatives.
- **Share the Fact Sheet** - this Bill 68 Fact Sheet offers a brief overview can be shared with colleagues to raise awareness about the proposed changes and their potential impact.

- **Stay informed -** Slides from last week's webinar recap what was covered in the information session.

Get the Template Letter

Together, we can help protect the integrity, independence, and long-term stability of OMERS.

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OMERS Governance Changes & Bill 68

Municipal Resource Toolkit

AMO Association of Municipalities of Ontario

MEPCO MUNICIPAL EMPLOYER PENSION CENTRE ONTARIO

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OMERS: Current Governance Model

- OMERS is a defined benefit jointly sponsored pension plan where employee and employer sponsors are jointly responsible for funding the plan and making decisions around plan design.

- OMERS is governed by two corporate boards, each made up of members appointed by employee and employer sponsor groups:
  - The **Sponsors Corporation** determines plan design, contribution rates, and appointments to the Administration Corporation Board.
  - The **Administration Corporation** is responsible for the overall administration of the Plan, including making investment decisions and paying pension benefits to retirees.

The current OMERS governance model of two corporate boards with distinct responsibilities works because it balances independence, accountability, and fairness across the many different employers and employees.

OMERS: Sponsor Organizations

Employer Sponsors	Employee Sponsors
Association of Municipalities of Ontario	CUPE Ontario CUPE 416/79
City of Toronto	OPSEU
Ontario Public School Boards Association & Ontario Catholic School Trustees Association	Police Association of Ontario
Ontario Association of Police Services Boards	Ontario Professional Fire Fighters Association
Ontario Association of Children's Aid Societies	Ontario Secondary School Teachers' Federation
Electricity Distributors Association	Retirees Group

*Sponsor organizations currently appoint members to the Sponsors Corporation and *nominate* members to the Administration Corporation (Sponsors Corporation reviews nominations and appoints to AC).

What happened?

- As part of the Fall Economic Statement, the Province introduced and passed Bill 68 which contained significant changes to the *OMERS Act*
- Bill 68 is based on observations made in a Special Advisor's report ("Poirier Report") following a provincial review of OMERS governance
  - AMO/MEPCO participated in the review and cautioned that major change is not needed and risks eroding confidence in the plan.

Poirier Report Summary

	Recommendations
Sponsors Council	• Wind down Sponsors Corporation and replace with a Sponsors Council • Maintain current composition with the addition of five (5) non-voting members • Re-establish employer/employee co-chair model and employer/employee sponsor caucuses
Appointments	• Extend current Independent Board Chair term for three (3) years • Sponsors to directly appoint members to Administration Corporation Board • Give Administration Corporation Board veto (2/3 majority vote) over sponsor appointments
Resources	• End corporate structure for Sponsors Corporation and access to independent resources • Administration Corporation to reimburse Sponsors Council for “reasonable costs” • Costs of arbitration be borne exclusively by sponsor organizations
Other	• Legislate normal retirement age (NRA) 60/65 flexibility within plan text

Bill 68 Summary

- As part of Fall Economic Statement, Government introduced Bill 68 legislation to enact several (but not all recommendations)

- Provides authority to the Minister of Municipal Affairs & Housing to:
  - Dissolve Sponsors Corporation at a date determined by Ministerial order
  - Establish a Sponsors Council, subject to any rules Minister deems appropriate
  - Make regulations governing any elements of the Sponsors Council by-laws
  - Approve Sponsors Council by-laws, as established initially by the Administration Corporation

- Prohibits Sponsors from appointing:
  - to the Sponsors Council anyone who has been a member of the Administration Corporation Board or the Sponsors Corporation Board
  - to the AC anyone who has been a member of the Sponsors Corporation Board or the Sponsors Council

Why does this matter?

Report recommendations and legislation mean significant changes to overall OMERS governance that:

- Shifts from a stewardship model focused on long-term sustainability and affordability to one focused more on advocacy and interest-based bargaining
- Weakens sponsor and municipal employer oversight by shifting power to the administrator (Administration Corporation) with respect to appointments and resources
- Provides significant authority to the Minister to prescribe rules and regulations related to Sponsors Council business, which risk interference in the plan design and potential new costs without the say of sponsors, employers, or employees

This is another example of provincial overreach into areas of municipal responsibility without a clear rationale or a full understanding of impacts. Other recent examples include: banning municipal speed cameras and reducing local representation on Conservation Authority boards.

What can we do?

Key Message: AMO believes that the current OMERS structure with two corporate boards is the model that would best deliver on the long-term sustainability of the plan.

If the government dissolves the Sponsors Corporation, AMO is asking the government to:

- Restore sponsor control over appointments to Sponsors Council and Administration Corporation
- Guarantee independence and appropriate resources for the Sponsors Council to fulfill its responsibilities
- Limit Ministerial regulation-making power over internal affairs of the Sponsors Council and plan design

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Major changes coming to OMERS Pension Plan governance

What municipal employers should know

The Ontario government has tabled legislation that, if passed, would significantly change how OMERS makes decisions about contribution rates, benefits and plan design. These changes would have real, long-term consequences for municipal employer budgets.

What's changing

The legislation proposes a number of changes to the way OMERS operates. Key for municipal employers is:

- Replacing the existing Sponsors Corporation with a Sponsors Council. The Council would take on responsibility for making decisions around plan design, benefits and contribution rates.
- Ending Sponsor access to shared resources through the Sponsors Corporation, and empowering the Administration Corporation to determine which resources the new Sponsors Council can access.
- Providing the Minister of Municipal Affairs and Housing with broad regulation-making authority, and putting some restrictions on who Sponsors can appoint to the Sponsors Council and Administration Corporation Board.

AMO is concerned about long-term municipal consequences

New Sponsors Council

Unlike the existing Sponsors Corporation, the new Council has no duty to act in the best interest of the OMERS plan. With no accountability to the plan, individual sponsor interests could make it difficult for Sponsors Council members to agree on decisions around plan design, contribution rates and benefits. This creates a model that more closely resembles a bargaining table.

Sponsors Council resources

The new Sponsors Council will need its own experts and funding in order to play its critical role in plan design and overseeing the Administration Corporation. Without independent resources, the Sponsors Council could be forced to rely solely on advice from the Administration Corporation (the same body it's meant to oversee).

Ministerial regulation-making authority and appointment restrictions for the Sponsors Council and Administration Corporation

Pension plans must be protected from politics and interference. Both of these proposed changes dilute the authority of the employer and employee sponsors who are responsible for the plan. The Ontario *Pension Benefits Act* outlines that it is a fundamental right of sponsors of a jointly sponsored plan to determine the plan design and appoint the board members of the plan's administrator. These changes weaken the plan's independence and risk giving too much influence to the administrator or future governments.

Employers, employees and taxpayers all have an interest in the long-term health of the OMERS plan. It must be fair and affordable for all who contribute. A strong governance structure that prioritizes the long-term health of the plan, coupled with strong expertise and advocacy from AMO and MEPCO has long delivered peace of mind for municipal employers. Proposed changes could erode that stability and create new costs for municipal governments as AMO and MEPCO work to ensure that the decisions made at the Sponsors Council reflect municipal realities.

What's next

The legislation was introduced just one day after the release of recommendations from a 2025 review of plan governance, conducted by a government-appointed special advisor.

AMO will communicate our concerns to the provincial government with a focus on retaining strong Sponsor oversight over plan design and mitigating financial risk to municipal governments.

More about OMERS governance

OMERS is a **jointly sponsored pension plan** with a **bicameral governance structure** where employee and employer sponsors are jointly responsible for funding the plan and making decisions around plan design. Right now, OMERS is governed by two corporate boards, each made up of members appointed by employee and employer sponsor groups:

- The **Sponsors Corporation** determines plan design and contribution rates. The Sponsors Corporation has a legal obligation to act in the best interest of the plan and its members. This obligation helps ensure that the OMERS plan is fair, balanced and affordable for all sponsors as they must consider plan sustainability over individual interests.
- The **Administration Corporation** is the plan administrator, and responsible for investing plan funds, collecting contributions from participating employers, and paying pension benefits.

OMERS Governance Changes & Bill 68
Municipal Resource Toolkit

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What Happened?

The province passed legislation through Bill 68 that would allow the Minister of Municipal Affairs & Housing to dissolve the OMERS Sponsors Corporation and replace it with a Sponsors Council that lacks corporate status, independent resources, and fiduciary protections.

The legislation is based on observations made in a Special Advisor's report ("Poirier Report") on OMERS governance that the Sponsors Corporation decision-making is ineffective and disconnected from the needs of members, employers, and sponsors. AMO did not express these views to the Special Advisor. In fact, AMO cautioned that major change isn't needed and risks eroding confidence in the plan.

Why This Matters

The current OMERS governance model of two corporate boards with distinct responsibilities works because it balances independence, accountability, and fairness across the many different employers and employees.

- The dissolution of the Sponsors Corporation would shift the governance model from long-term stewardship to an interest-based bargaining table.
- The changes weaken sponsor and municipal employer oversight by shifting power with respect to appointments and resources to the plan administrator.
- The changes provide significant authority to the Minister to prescribe rules and regulations related to Sponsors Council business, which risk interference in the plan design and potential new costs without the say of sponsors, employers, or employees.

This is another example of provincial overreach into areas of municipal responsibility without a clear rationale or a full understanding of impacts. Other recent examples include: banning municipal speed cameras and reducing local representation on Conservation Authority boards.

What AMO is Asking For

AMO believes that the current OMERS structure with two corporate boards is the model that would best deliver on the long-term sustainability of the plan. AMO is ready to work with the Minister of Municipal Affairs and Housing on a path forward that protects the independence and long-term stability of OMERS. We're sending the message: "Work with us, not in place of us."

If the government dissolves the Sponsors Corporation, AMO is asking the government to:

1. Restore sponsor control over appointments to the Sponsors Council and Administration Corporation, removing vetoes or restrictions to appointees and restoring responsibility for the appointment of the Independent Board Chair;
2. Guarantee independence and appropriate resources for the Sponsors Council to fulfill its responsibilities through full sponsor control over the Council's by-laws and budget;
3. Limit ministerial regulation-making powers over Sponsors Council affairs, recognizing that decisions on contributions, benefits or appointments belong to the employers and employees who pay into it.

Questions and Answers

What is the core issue with the province's proposed governance changes to OMERS?

Dissolving the Sponsors Corporation and giving the Minister authority in plan design violates the "pay for say" principle: municipal governments will pay the contributions bill and absorb plan risks without a full say on sustainability and affordability.

Why is removing the Sponsors Corporation a problem?

The current Sponsors Corporation reconciles employer and employee interests through a corporate body, with expert advice and a mandate to protect long-term sustainability. This model shields sponsors from lobbying, pressure campaigns, and short-term decisions.

How does the proposed Sponsors Council enable interest-based bargaining?

The Poirier Report expressly contemplates employer and employee sponsor caucusing, thus bargaining among factions. Further, without the corporate structure, the new Sponsors Council would be an entity of at least 14 organizations with different priorities, different advisors, and disparate resources. This creates the conditions for horse-trading between sponsors or short-term wins for one sponsor at the expense of others.

Will this really cost municipalities money? What's the worst-case?

It could, and that unpredictability is the concern. Sponsors own the risk of the pension plan; only employers and employees pay contributions to the plan and bear the risk if there is not enough money in the plan to pay out the benefits. The current governance model provides cost predictability; removing the Sponsors Corporation risks the opposite.

Will the new model affect workers' retirement security?

Only employers and employees bear the risk if there is not enough money in the plan to pay out the benefits. Without strong sponsor oversight, decisions could be made that undermine long-term stability. The goal is to ensure the new model protects pensions not put them at risk.

What is the concern about a veto over appointments?

A potential veto in the hands of the administrator (Administration Corporation) would give them the power to block sponsor appointments. Sponsors must have exclusive authority to determine who is appointed to invest the plan funds and pay pensions.

Are you saying the province is trying to interfere politically?

We're saying the structure must make interference impossible regardless of which government is in power. A good governance model protects pensions from political winds of any kind.

Template Letter

[Date]

The Honourable Rob Flack
Minister of Municipal Affairs and Housing
College Park, 17th Floor
777 Bay Street
Toronto, ON M7A 2J3

The Honourable Peter Bethlenfalvy
Minister of Finance
Frost Building South
7 Queen's Park Crescent
Toronto, ON M7A 1Y7

Dear Ministers Flack and Bethlenfalvy,

As an employer within the Ontario Municipal Employees Retirement System (OMERS) pension plan, I am writing to express [Municipality]'s concern with the legislative changes contained in Bill 68.

We share the province's commitment to ensuring OMERS remains strong, sustainable, and responsive to the needs of employers and employees alike. However, Bill 68 risks weakening the very principles that have made the OMERS model stable and accountable for more than two decades.

The changes in Bill 68 would dissolve the independent Sponsors Corporation and replace it with a new "Sponsors Council" that lacks corporate status, independent resources, and fiduciary protections. In practice, this would allow pension decisions to be made without meaningful municipal oversight, increasing financial exposure for local governments and, ultimately, local taxpayers.

At a time when municipalities are already stretched thin by rising costs, downloaded responsibilities, and growing service demands, we cannot afford new, unfunded pension liabilities or diminished accountability. Ontarians expect their local governments to protect public dollars; we need pension governance structures to do the same.

We believe that current structure of OMERS, with two corporate Boards is the model that would best deliver on the long-term sustainability of the pension plan. This model works because it balances independence, accountability, and fairness between employers and employees.

We urge your ministries to work with the Association of Municipalities of Ontario (AMO) and all OMERS sponsors to chart a path forward on regulations, by-laws, and any further legislative changes. Municipalities stand ready to work collaboratively with the province to strengthen governance, enhance transparency, and protect the long-term interests of both workers and communities.

Sincerely,
[Head of Council's Name]
[Position], [Municipality Name]

Template Resolution

WHEREAS the Ontario Municipal Employees Retirement System (OMERS) Pension Fund serves over 1,000 employers and over half a million employees and retirees from diverse groups including: municipal governments, school boards, libraries, police and fire departments, children's aid societies, and electricity distribution companies; and

WHEREAS the long-standing jointly-sponsored governance model with two corporate boards has provided stability, accountability, and fairness for both plan members and employers for more than two decades; and

WHEREAS the Government of Ontario has passed legislative changes to OMERS' governance structure through Bill 68; and

WHEREAS these changes would replace the current OMERS Sponsors Corporation with a new Sponsors Council that would lose its corporate status and independent resources; and

WHEREAS the proposed model could allow pension decisions affecting municipal employers and employees to be made without meaningful municipal oversight, increasing financial risk for municipalities and local taxpayers; and

WHEREAS municipalities are already under significant fiscal strain and cannot absorb additional pension costs without consequences for property taxes or local services;

THEREFORE BE IT RESOLVED THAT [Municipality Name] does not support the legislative changes to the *OMERS Act* contained in Bill 68 and requests that the Government of Ontario reconsider the advisability of proceeding with these changes;

FURTHER BE IT RESOLVED THAT the [Municipality Name] Council supports the Association of Municipalities of Ontario (AMO) in calling on the Government of Ontario to:

1. Ensure Sponsors retain full control without restrictions over their appointments to the new Sponsors Council and Administration Corporation;
2. Guarantee the Sponsors Council's independence from the plan administrator and access to resources needed to perform its duties; and
3. Limit the Minister's regulation-making authority over plan design and the Sponsors Council's internal affairs.

BE IT FURTHER RESOLVED THAT this resolution be circulated to:

- The Honourable Rob Flack, Minister of Housing and Municipal Affairs;
- The Honourable Peter Bethlenfalvy, Minister of Finance;
- [Local MPPs Names]; and
- The Association of Municipalities of Ontario (AMO).

Grand River Conservation Authority

Summary of the General Membership Meeting – November 28, 2025

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-11-25-104 - Environmental Registry Posting 025-1257: Proposed boundaries for the regional consolidation of Ontario's conservation authorities
- GM-11-25-103 - Financial Summary
- GM-11-25-105 - 2025 Reserves
- GM-11-25-108 - Asset Management Software Request for Proposals Results
- GM-11-25-110 - Lower Conestogo River Floodplain Mapping Update

Information Items

The Board received the following reports as information:

- GM-11-25-112 - Chair's Report
- GM-11-25-102 - Cash & Investment Status
- GM-11-25-106 - 2026 Per Diems and Honorariums
- GM-11-25-107 - 2026 Complimentary Membership Passes
- GM-11-25-109 - GRCA Hydrogeological Technical Reviews
- GM-11-25-111 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- Halton Region - State of Aggregate Resources in Halton Region
- John Kemp - Update on Giant Hogweed
- B Southerland - Bill 68, Schedule 3, Conservation Authorities Act

Source Protection Authority Correspondence & Action Items

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

- Minister of the Environment, Conservation and Parks - Amended Minister's Order
- SPA-11-25-01 - Proposed Changes to the Clean Water Act and Regulations
- SPA-11-25-02 - Lake Erie Region Source Protection Committee Member Appointment

For full agendas and reports, and past minutes, please refer to our Board meeting calendar. The minutes of this meeting will be posted on 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'.

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December 2, 2025

Clerks' Office and Members of Municipal Council
Township of Puslinch
7404 Wellington Road 34
Puslinch ON N0B 2J0

Re: Bill 68: *Plan to Protect Ontario Act (Budget Measures), 2025 (No. 2)* and the Proposed consolidating the 36 Conservation Authorities

Dear Grand River watershed Municipal Councils,

On October 31, 2025, the Province of Ontario announced its intention to create a new provincial agency, the Ontario Provincial Conservation Agency (OPCA) to provide leadership and coordination across Ontario's 36 Conservation Authorities. These changes have now been enacted through Bill 68: *Plan to Protect Ontario Act (Budget Measures), 2025 (No. 2)*, which has received Royal Assent. As a result, the Conservation Authorities Act has been amended to formally establish the OPCA. Under this new framework, the OPCA will oversee governance, strategic planning, performance standards, and centralized permitting for all Conservation Authorities, led by a provincially appointed board.

On November 7, the Province also proposed consolidating the 36 Conservation Authorities into seven large regional authorities. While this proposal aims to address capacity gaps and improve consistency, it also poses several risks, including the potential loss of local priorities, watershed-specific expertise, and meaningful municipal input. Larger regional structures will distance decision-making from the local context, partnerships, and on-the-ground knowledge that have long supported effective watershed management. Their scale also raises concerns that diverse watershed needs may be overshadowed, local priorities diluted, and long-standing municipal relationships weakened. The Grand River Conservation Authority (GRCA) encourages municipalities to submit comments to the Environmental Registry of Ontario (ERO) before the December 22, 2025 deadline.

The Province has indicated that these reforms aim to address long-standing challenges in the current system, including inconsistent capacity, outdated processes, and variability in permitting and service delivery. The GRCA acknowledges these challenges and supports efforts to improve consistency, efficiency, and technical capacity across Ontario.

On Friday, November 28, the GRCA Board of Directors met to formalize the organization's comments to the Province regarding both the creation of the new provincial agency and the proposed consolidation of the 36 Conservation Authorities into regional bodies. These comments reflect the GRCA's key concerns and recommended path forward.

The GRCA has identified several critical considerations to support a successful transition:

1. **Scale of the Proposed Regional Model**
   The proposed regions are significantly larger than current watershed-based frameworks. This expansion of the proposed size could create new challenges, such as distance from local

issues, slower decision-making, and difficulty maintaining local relationships; therefore, finding a balanced approach is essential. Smaller, regionally focused watershed models, such as the current Source Protection Regions, are proven regional models that demonstrate how a balanced governance structure can achieve consistency and efficiency without sacrificing local responsiveness. By operating within manageable geographic areas, such as the Source Protection Regions, CAs can ensure that services are tailored to the unique environmental, social and economic characteristics of each watershed, while still benefiting from shared resources and standardized processes

2. **Protection of Local Knowledge, Assets, and Investments**
   The GRCA maintains significant watershed-specific infrastructure, reserves, and land assets built through decades of watershed investment. Key concerns include the potential redistribution of well-developed GRCA reserves to support capital needs in other watersheds that have not made comparable investments, and the risk that the GRCA's mature and efficient infrastructure maintenance program could be weakened if resources become centralized or redirected. Clear assurances are required to ensure these resources remain dedicated to the watershed communities they were intended to serve.

3. **Governance, Accountability, and Municipal Representation**
   The GRCA Board has significant concerns about the governance structure of the OPCA. The agency will report to a provincial ministry and be governed entirely by provincially appointed board members. At the same time, conservation authorities, and therefore municipalities, will be required to fund all or a portion of the agency's operations through the existing levy/apportionment process. This means that municipalities may ultimately contribute all or a significant share of OPCA's budget without having any meaningful role in shaping its governance, priorities, or strategic direction.

   Additional clarity is also needed regarding the governance responsibilities of the new Regional Conservation Authority Boards. A strong Regional Conservation Authority Board must balance local accountability, fair representation, and operational efficiencies.

The GRCA supports modernization of the Conservation Authorities system but recommends a right-sized regional model more closely aligned with existing Source Protection Regions. This approach would advance provincial objectives for consistency and efficiency while preserving the strengths of watershed-based decision-making, municipal collaboration, and local responsiveness.

The GRCA Board has requested that this background information be shared with watershed municipalities along with a request for your support for the GRCA's concerns and proposed alternate model. A sample resolution for your consideration for submission is as follows:

"WHEREAS the Government of Ontario recently approved Bill 68, which establishes the Ontario Provincial Conservation Agency;

AND WHEREAS the Government of Ontario is proposing the consolidation of the province's 36 conservation authorities into seven regional conservation authorities, including the Grand River Conservation Authority(GRCA), which will be amalgamated amongst eight current authorities to become part of the Lake Erie Regional Conservation Authority (LERCA);

AND WHEREAS the 38 municipalities within the GRCA watershed boundaries today and the 81 municipalities that are proposed to make up the LERCA in 2027 will be levied to fund both the regional conservation authority as well as the provincial conservation agency;

AND WHEREAS the new organizations will result in the degradation of local governance, local fiscal accountability, local service delivery, local environmental focus and unprecedented funding by local municipalities of both a large regional authority and a provincial agency;

AND WHEREAS the GRCA Board of Directors has responded to Bill 68 and the proposal for Conservation Authorities consolidation with a constructive and thoughtful alternative that retains local governance, local service delivery, local environmental focus and local fiscal accountability while responding constructively to the Government of Ontario's concerns about accountability, planning and responsiveness;

NOW THEREFORE BE IT RESOLVED THAT the Minister of Environment, Conservation and Parks and the Chief Conservation Executive meet GRCA representatives to review the GRCA alternative proposal to Conservation Authorities consolidation;

AND THAT the Minister and the Chief Conservation Executive seriously consider the GRCA proposal for conservation authorities as it enunciates a path forward that will address the Government's concerns most democratically and productively;

AND THAT this motion be circulated to the Premier of Ontario, Minister of Environment, Conservation & Parks, Chief Conservation Executive and local Members of Provincial Parliament for their information and action, where appropriate."

The GRCA will continue to monitor the implementation of Bill 68 and the ERO proposal and will keep municipalities informed as additional details become available. The GRCA has already submitted its formal comments to the Province based on the Board-approved positions summarized above. A copy of the GRCA's comprehensive response to the ERO posting is attached for your reference.

If you have questions or would like a presentation to Council, please reach out to Samantha Lawson, CAO, at any time.

Sincerely,



John Challinor II, Chair
Grand River Conservation Authority

Grand River Conservation Authority

Report number: GM-11-25-104

Date: November 28, 2025

To: Membership of the Grand River Conservation Authority

Subject: Environmental Registry Posting 025-1257: Proposed boundaries for the regional consolidation of Ontario's conservation authorities

Recommendation:

THAT Report Number GM-11-25-104 Environmental Registry Posting 025-1257: Proposed boundaries for the regional consolidation of Ontario's conservation authorities be received as information.

Summary:

On October 31, 2025, Ontario announced its intent to modernize the Conservation Authorities system, including the introduction of Bill 68 to create the Ontario Provincial Conservation Agency (OPCA), a new provincial body intended to strengthen coordination and oversight. Shortly afterward, the Province released a proposal to consolidate Ontario's 36 Conservation Authorities into seven larger regional bodies. Under this proposal, the Grand River Conservation Authority (GRCA) would become part of the Lake Erie Regional Conservation Authority, an area covering approximately 25,000 km² and 81 municipalities. The Environmental Registry posting invites feedback on proposed boundaries, governance structures, transition processes, and approaches to maintaining strong municipal and community relationships throughout the transition.

The GRCA Board recognizes the value in modernizing the current system and supports efforts to enhance consistency, improve permitting, modernize technical standards, and strengthen coordination across Ontario. A more cohesive framework has the potential to address long-standing capacity gaps and provide clearer expectations for municipalities, the development sector, and the public. However, the Board remains concerned that the scale of the proposed regional consolidation may be too large to preserve the strengths that have historically made watershed management successful in Ontario. Effective watershed governance relies on strong connections to local needs, priorities, and knowledge, which in turn guide natural hazard management, shape infrastructure decisions, and strengthen watershed health, stewardship programs, and community partnerships. A region spanning 81 municipalities risks weakening local accountability, distancing decision-making from watershed-specific realities, and diluting the local focus that is foundational to effective watershed management. Moreover, if municipalities are expected to continue funding conservation authority operations, including the new regional structures and potentially the OPCA, municipalities will require a strong governance model that ensures meaningful municipal input, influence, and direction on watershed issues.

The GRCA further notes that consolidation at this scale could impact long-standing watershed investments, including approximately $1 billion in flood management infrastructure and 50,000 acres of conservation lands that have been managed in alignment with watershed priorities for decades. Maintaining the direct link between funding, local decision-making, and watershed needs is essential to sustaining this work.

The Board believes the Province's modernization goals can still be achieved more effectively through a refined, right-sized regional model aligned with the scale of existing Source Protection

Regions. Such an approach would strengthen province-wide consistency and capacity while preserving meaningful municipal involvement and ensuring that watershed management continues to be guided by the local priorities, expertise, and partnerships that have long supported effective conservation across Ontario.

Report:

On October 31, 2025, the Province of Ontario issued a news release announcing its intent to create a new provincial agency to provide leadership and coordination for Ontario's 36 Conservation Authorities. The stated aim of the agency is to improve consistency, accountability, and efficiency across the conservation authorities system, particularly in the areas of permitting, planning, and watershed management.

On November 6, the Province introduced Bill 68: *Plan to Protect Ontario Act (Budget Measures), 2025 (No. 2)*. Schedule 3 of the Bill proposes amendments to the *Conservation Authorities Act* that would enable the establishment of the Ontario Provincial Conservation Agency (OPCA). Under the proposed framework, the OPCA would oversee the governance framework of the new regional conservation authorities, exercise authority over their operations, and recover costs and expenses through apportionment to those authorities. The agency would also be responsible for assessing, reporting on, and providing direction regarding regional finances, strategic planning, performance standards, and centralized permitting, as well as advising the provincial government on the progress of regional authorities. Governance of the OPCA would rest with a provincially appointed board of 5 to 12 members. Bill 68 has passed First Reading and is currently in its Second Reading, with Royal Assent anticipated in short order.

On November 7, the Ministry of the Environment, Conservation and Parks (MECP) posted a proposal on the Environmental Registry of Ontario (ERO) seeking feedback on proposed boundaries and criteria to consolidate Ontario's 36 Conservation Authorities into seven regional conservation authorities, organized primarily along watershed boundaries. The Grand River Conservation Authority(GRCA) is proposed to be included in the Lake Erie Regional Conservation Authority. This Regional Conservation Authority will consolidate the following conservation authorities: Essex Region, Lower Thames, St.Clair Region, Upper Thames River, Kettle Creek, Catfish Creek, Long Point Region, and the Grand River. The area of this Regional Conservation Authority is approximately 25,000km^2 and includes 81 municipalities; no upper-tier municipalities are listed. The posting also contains five consultation questions relating to the transition into regional conservation authorities, governance considerations, and approaches to ensure strong relationships with municipalities and communities within the new structure. The ERO posting is open for public comment until December 22, 2025.

The Chair and the CAO have attended meetings with provincial staff and the Minister of the Environment, Conservation and Parks (MECP) to discuss the proposed OPCA and the associated ERO posting. The Chair and the CAO also participated in a recent special meeting of the Conservation Ontario Council on Schedule 3 of Bill 68 and the ERO posting to gain a clearer understanding of the perspectives and approaches of other conservation authorities and Conservation Ontario. The Province hosted a webinar for Conservation Authorities to highlight key components of the ERO proposal and answer questions. In addition, the GRCA's Conservation Authorities Act Ad-hoc Committee met to review the proposed legislative amendments and the ERO posting and provided direction to staff in preparing the comments outlined below.

ERO Questions and Responses

1. What do you see as Key Factors to support a successful transition and outcome of the regional conservation authorities consolidation?

A new regional conservation authority must be grounded in the fundamentals that ensure effective watershed management, which include:

- protecting life and reducing property damage from flooding and erosion;
- supporting municipal partners, the development community, and landowners with timely, reliable service;
- enhancing the economic, environmental, and community health of the watershed;
- providing meaningful opportunities for people to connect with nature; and,
- continually evolving as an organization to meet the demands of a rapidly growing region

Maintaining this clear, locally informed focus will be essential for the success of any new regional conservation authority. The following suggestions are some considerations to support a successful transition:

I. Development of a Transition Plan: There needs to be a clear, phased transition plan to help avoid any service disruptions during the transition process. This plan must provide a detailed roadmap that clearly outlines timelines, milestones, and phasing. During this transition phase, the province will need to clearly identify roles and responsibilities during the “in-between” period when multiple similar but distinct organizations are merging. Communication of this plan must also be shared with regional watershed municipalities and other interest holders, such as the development/homebuilders' sectors, the agricultural sector, and other groups that require approvals or receive deliverables from various programs and services. This level of planning is essential because the proposed boundaries represent major watershed restructuring and the merging of multiple complex organizations, which requires coordinated efforts that cannot be rushed. A longer implementation timeline would ensure that these issues are fully considered and addressed. In addition, phasing in the required standards, guidelines, and directives across all conservation authorities before consolidation could provide greater stability. This phased approach would avoid multiple significant changes occurring at the same time, reduce the risk of disruptions to program delivery, and create conditions for a more effective and successful consolidation process.

II. Retention of Local Knowledge and Staff Expertise: Retaining staff and preserving local watershed knowledge is critical to the success of the new regional conservation authorities. This knowledge is rooted in a deep understanding of historic and current land uses, cultural connections to watersheds, and the community values, needs, and stewardship priorities that shape local decision-making. Effective watershed management depends on integrated expertise in hydrology/hydraulics, natural hazards, ecology, creating connections to the watershed features and planning, as well as familiarity with the unique conditions of each sub-watershed. Conservation authorities depend on strong, established partnerships with a wide range of local groups and interest holders, including municipalities, community and stewardship organizations, private landowners, farmers, and the development industry, to deliver their programs and services effectively and address new or emerging watershed challenges. These partnerships are crucial for navigating complex regulatory frameworks, accessing funding programs, and advancing projects that provide both environmental and economic benefits. Preserving this network, and the staff who hold this knowledge, is vital during consolidation, as experienced personnel carry the institutional memory and trust that communities depend on. Staff retention ensures continuity, protects decades of cultivated relationships, and supports a smooth transition that maintains both service quality and community confidence in the new regional authority.

III. Comprehensive Communication Strategy: A clear and well-coordinated communication strategy will be essential to support the transition from individual watershed-based

authorities to larger regional conservation authorities. This strategy must provide timely and accessible information on the new regional boundaries, updated points of contact, any changes to permitting or operational processes, and how municipal relationships and responsibilities will function throughout the transition period. Its success will depend on province-wide, consistent messaging that reinforces shared objectives while also incorporating region-specific details and local implementation examples to maintain familiarity and trust. Early outreach to municipalities, Indigenous communities, landowners, agricultural groups, developers, and other key interest holders will help set expectations and reduce uncertainty. A variety of communication tools, such as dedicated transition webpages, FAQs, newsletters, continued access to the province's interactive boundary maps, direct email briefings, and social media updates, can ensure information is accessible and tailored to different audiences. Personalized engagement, including town halls, small-group stakeholder meetings, and one-on-one conversations with municipal representatives, will provide opportunities to address region-specific questions and reinforce local connections. Establishing clear escalation pathways, contact lists, and creating a transition-specific regional service desk will further support clarity. Together, these measures will help create a consistent, transparent, and responsive communication approach that builds confidence and supports a smooth transition to the new regional watershed model.

Another key factor to consider during the transition to amalgamation is protecting watershed reserves, infrastructure, and land assets. Many watershed municipalities and the GRCA are concerned about how their locally funded reserves, land assets, and long-term capital programs will be treated within an amalgamated structure. Strong assurances are needed to ensure that assets built over decades through local investment are not diverted to support unrelated regional priorities.

The GRCA owns approximately $1 billion in floodplain infrastructure, supported by an efficient maintenance and capital renewal program and healthy reserves intentionally built to support lifecycle and risk-management needs. In addition, the GRCA owns approximately 50,000 acres of land, including conservation areas, ecological lands, water management properties, and other lands, each acquired and managed in accordance with long-standing watershed-specific priorities.

In an amalgamation or consolidation into a larger regional entity, strong protective measures are required to ensure that the GRCA’s resources and assets are maintained in ways that continue to support long-standing watershed priorities. Key concerns include the potential redistribution of well-developed GRCA reserves to support capital needs in other watersheds that have not made comparable investments, and the risk that the GRCA’s mature and efficient infrastructure maintenance program could be weakened if resources become centralized or redirected. GRCA watershed municipalities have emphasized that the GRCA’s 50,000 acres of land must receive the same level of stewardship attention as existing infrastructure and financial reserves, including the protection of passive recreation trails that hold significant local value. Long-standing conservation and land management priorities, along with the community benefits provided by these local trails, must remain stable under any regional model. Protective measures must also ensure that resources for flood protection, capital renewal, and land management remain dedicated to the watershed where they originated, and that high-performing programs are not required to subsidize deferred maintenance in less-resourced areas. Additional concerns relate to the possibility that reduced local decision-making authority could limit the ability of municipalities and the GRCA to safeguard the intent and priorities attached to these important assets. These concerns can be mitigated by establishing clear financial and reserve-protection policies, maintaining watershed-level tracking of revenues and expenditures, creating transparent and equitable capital prioritization frameworks, preserving local advisory roles through watershed-based committees, and ensuring that land,

infrastructure, and reserve management practices respect existing infrastructure needs, stewardship commitments, and long-standing community investments.

A further consideration is the amalgamation of organizations with separate supporting foundations; in such cases, ensuring the integrity of fundraising is critical. Donors often prefer to support initiatives at the watershed or community scale, where the impacts of their contributions are visible and tied to local priorities. A regionalized model risks diluting this connection, potentially affecting donor engagement and revenue. To maintain donor confidence, an amalgamated structure must include mechanisms to preserve watershed-based fundraising and reporting, and publicly acknowledge donors in ways that reflect the specific locations/projects they choose to support rather than treating all contributions as part of a single regional fund.

2. What opportunities or benefits may come from a regional conservation authority framework?

Consolidating conservation authorities into a regional framework can create more consistent permitting practices, technical standards, and service levels across municipalities, reducing the variation that currently exists between the 36 agencies. A unified structure also supports stronger alignment with provincial expectations through shared permitting systems, common GIS platforms, and standardized public portals that modernize service delivery and improve accessibility.

Consolidation can also lead to a more equitable distribution of resources, giving smaller or rural municipalities access to specialized expertise that may have been limited by local budgets or staffing. Larger organizations are generally better positioned to secure federal or provincial funding for broader, high-impact projects.

The administrative framework in place at larger organizations also provides an opportunity for efficiency, as they have subject matter experts who perform dedicated internal service roles. These roles can be leveraged in consolidation to provide dedicated attention to organizational compliance, such as health and safety legislation, and risk management.

The size of each regional unit is a very important consideration. Consolidating too many areas into one very large authority can create new challenges, such as distance from local issues, slower decision-making, and difficulty maintaining community relationships; therefore, finding a balanced approach is essential. A regional model can still support strong local representation and responsiveness when designed thoughtfully. Municipal priorities can be maintained through governance structures that include voices from all participating municipalities, supported by sub-regional offices and advisory committees that keep decision-making connected to local needs. Harmonizing policies and fee structures can be done collaboratively, providing opportunities for municipalities and interest-holder groups to help shape fair and consistent standards for the region. Setting clear service expectations, such as defined response times, local points of contact, and accessible public information, helps to ensure that a larger agency remains responsive and reliable.

Greater consistency across policies, standards, and processes also creates a more stable operating environment for municipalities, developers, and the public. When expectations are predictable (clear permitting requirements, uniform fees, and consistent timelines), people can plan with more confidence. By using its (proposed) authority to create directives that support these elements, the OPCA can further reinforce this predictability and clarity. This stability strengthens customer service because staff use the same tools and guidance across the region, reducing confusion and delays. Ultimately, consistent service delivery helps ensure that watershed communities receive the same level of support regardless of their size or location, provided the regional units are scaled in a way that supports both efficiency and meaningful local engagement.

3. Do you have suggestions for how governance could be structured at the regional conservation authority level, including suggestions around board size, make-up and the municipal representative appointment process?

A successful governance model for the new regional conservation authorities must balance local accountability, fair representation, and operational efficiency. In regions with very large numbers of municipalities, such as the proposed Lake Erie Regional Conservation Authority, which would include at least 81 municipalities, a one-member-per-municipality board is unrealistic and would make strategic decision-making extremely difficult. A streamlined, revised Board of Directors is therefore essential.

A revised Board structure should be small enough to function strategically while still representing the diversity of the watershed. A board of approximately 25–30 members, similar to the Board of Directors for the GRCA, could achieve this balance if seats are allocated proportionally by population and geography and with regard to financial contribution. To avoid concentration of influence, no single municipality should be able to dominate board decisions. The new Board should contain elected officials only. Shorter board terms could be introduced to promote shared leadership, especially in cases where several municipalities are represented through a single grouped seat. At the regional level, the Board would retain independent responsibility for the budget, hearings, staffing decisions, policy approval, and overall governance authority.

To maintain strong local accountability while keeping the main board streamlined, the governance model should incorporate a clear subcommittee and advisory structure. Local Watershed Advisory Committees could be established for each major watershed or sub-basin (e.g., Grand, Thames, St.Clair, etc), composed of municipal councillors and/or citizen appointees. These committees would provide advice for local context on program policy, advise on watershed-level programs and services, and offer input on budget priorities. Additional advisory committees at either regional or watershed scale could be created based on local needs, such as agricultural advisory groups or home-builder liaison committees. Given the presence of approximately seven First Nations within the proposed regional area, an Indigenous Advisory Circle would support meaningful engagement and ensure that Indigenous perspectives are incorporated respectfully and consistently into decision-making.

Under a consolidated Conservation Authority framework, the governance model should:

- Maintain a small, strategic, and efficient board.
- Ensure strong local and watershed-specific input through subcommittees and grouped representation.
- Provide fair, transparent representation across the jurisdiction.
- Protect the voices of rural, agricultural, and small municipalities.
- Ensure that local program priorities (e.g., Wastewater Optimization, Rural Water Quality Programs, etc.) continue to be addressed.
- Deliver consistent, predictable, and accountable decision-making across the jurisdiction.

This structure supports efficiency and coordination while preserving meaningful local input. It helps ensure that the new conservation authority can operate effectively at a larger scale without compromising its responsiveness to the communities it serves.

The relationship between the Regional Conservation Authority Board and the OPCA is not clearly defined in the proposed model, and this lack of clarity may have significant implications for governance effectiveness. If the OPCA operates as a highly centralized umbrella board with substantial authority over regional conservation authorities, the independence and responsibility traditionally held by regional boards could be greatly reduced. A diminished governance role would make it far less likely that qualified individuals (both municipal representatives and, if permitted, citizen appointees) would be willing to serve on regional boards, as the scope for meaningful decision-making and local accountability would be substantially constrained. Clear

articulation of roles and authorities will be essential to avoid undermining board capacity, local engagement, and accountability.

4. Do you have suggestions on how to maintain a transparent and consultative budgeting process across member municipalities within a regional conservation authority?

A transparent and consultative budgeting process for a larger regional conservation authority requires a clear, consistent, and accessible approach that supports all participating municipalities, regardless of size or capacity. Establishing a standardized multi-year budget framework can improve predictability and help municipalities plan their own budgets effectively.

A transparent apportionment formula based on criteria such as assessment value, population, and portion of watershed area located within municipalities is currently used and could be used moving forward. Where portions of municipalities are in different conservation authority jurisdictions, consideration could be given to geo-referencing property tax assessment roll numbers so that the apportionment calculation is based on current value assessment (CVA) in a watershed rather than the percentage of geographical area applied to the municipality's total CVA.

To maintain meaningful local input within a large region, a Municipal Budget Advisory Committee could be established as a sub-committee of the Regional Board, and could include membership from the local watershed advisory committees, including both rural and urban municipality representation. Additionally, sub-regional or watershed-based consultation meetings could be held to ensure that local priorities and capital needs are considered in budgeting decisions. Budget documents should be publicly available, written in clear language, and shared/consulted on early enough to align with municipal budget cycles. Offering multiple engagement opportunities, for example, presenting at councils when requested, providing virtual workshop sessions, soliciting written feedback, and conducting one-on-one briefings, ensures that any municipality, regardless of size and location, can participate fairly in the process. Finally, reporting back on municipal input, producing accessible annual financial reports, and clearly and consistently distinguishing between Category 1, 2, and 3 program and service costs, revenues, and grant funding all reinforce transparency and accountability.

5. How can regional conservation authorities maintain and strengthen relationships with local communities and stakeholders?

Regional conservation authorities can maintain and strengthen relationships with local communities and interest-holders by staying deeply connected at the local municipal level, even as they operate on a broader scale. The size of each regional authority is critical: if the conservation authority becomes too large, municipalities risk being under-represented, and their specialized watershed needs, such as agricultural programs/issues, drinking water management, localized flooding concerns, or unique outdoor experiences and priorities, can become diluted within a large administrative structure. Municipalities want assurance that scaling up will not cause their distinct issues to be overshadowed by larger population centres or to become a lesser priority due to the increased diversity of issues and competing interests that will inevitably exist within a much larger jurisdiction. A balanced, right-sized regional framework preserves this visibility and ensures that local concerns remain central to decision-making.

Maintaining watershed offices, expertise in local issues and knowledge, ability to maintain on the ground presence, and consistent points of contact ensures that residents, businesses, farmers, and municipalities can easily access staff who understand their watershed's specific conditions and community priorities. With the proposed size of regional conservation authorities, establishing local watershed-specific advisory committees ensures that decisions are grounded in local knowledge and that specialized concerns are effectively addressed.

Finally, ensuring service delivery remains responsive, through timely permitting, accessible staff, and clear pathways for raising concerns, helps communities feel heard and supported during and after the transition to a regional model. A thoughtfully sized regional authority can achieve the benefits of consolidation while still preserving the visibility, voice, and specialized needs of every watershed and municipality.

Additional Comments

The GRCA is providing additional comments on the proposed OPCA and offering an alternative regional consolidation model that we believe will effectively address the Province's concerns while preserving strong local engagement and watershed-focused decision-making.

Modernizing Conservation Authorities While Preserving Local Responsiveness

The Board recognizes and respects the Province's concerns regarding the current state of Conservation Authorities. Over time, the conservation authority system has become fragmented, with varying levels of capacity, outdated processes, and inconsistencies in service delivery. Individual conservation authorities also face significant disparities in size and resources, with some lacking access to modern tools, technology, and technical expertise needed to deliver certain programs and services effectively, as well as the capacity to support evidence-based decision-making. We acknowledge that these capacity gaps mean some conservation authorities face challenges in sustainably delivering the full range of programs and services expected of them. Modernization is needed, and there is clear value in creating a permitting system that is further streamlined, more transparent and predictable, and better able to support economic growth, reduce delays, and protect watershed communities. Likewise, reducing duplication, adopting consistent standards, and leveraging shared technology and internal services are sensible and necessary steps toward strengthening Ontario's overall watershed management framework. From this perspective, consolidation can help address real issues by improving coordination, enhancing efficiency, and enabling more reliable service delivery across the province.

At the same time, the GRCA Board has significant concerns that the proposed regional model is too large in scale to be effective. While consolidation can help address capacity challenges, overly expansive regions risk weakening the very principles that have made watershed-based management successful. The Grand River watershed is a notable example. Established in 1934, the Grand River Conservation Commission, one of the founding organizations of today's GRCA, has long demonstrated that effective watershed management relies on strong collaboration with municipal partners and on programs designed to meet watershed-specific needs and issues. This locally grounded approach has allowed decisions to be informed by practical, locally based knowledge and supported by strong, responsive relationships with the municipalities and communities most directly affected. For example, the Grand River watershed has a network of flood-management infrastructure, including multipurpose reservoirs, dikes, and flood-control berms. These structures form an integrated system operated and maintained through close collaboration between the GRCA and watershed municipalities. Sustaining this partnership is essential to ensuring the effective operation and upkeep of flood-management infrastructure, as well as protecting lives and reducing property damage caused by flooding and erosion. A regional structure that is too broad may unintentionally distance decision-making from this essential local context. It can also reduce meaningful municipal participation, which is vital to maintaining public trust and effective environmental stewardship across Ontario.

Smaller, regionally focused watershed models, such as the current Source Protection Regions, are a proven regional watershed model and demonstrate how a balanced governance structure can achieve consistency and efficiency without sacrificing local responsiveness. This scale aligns well with having one effective governance board over multiple organizations, science-based watershed boundaries, and support for coordinated planning among municipalities. It also helps maintain decision-making at a scale where local knowledge and community involvement

remain strong and effective, while accounting for the need for grouped CAs to share and manage technical resources. The current number of Source Protection Regions in Ontario is 19. By operating within manageable geographic areas, they ensure that services are tailored to the unique environmental, social, and economic characteristics of each watershed, while still benefiting from shared resources and standardized processes.

In summary, the GRCA Board agrees that modernization is needed and that consolidation, when appropriately scaled, can address real capacity and consistency issues. However, a balanced approach that enhances efficiency without eroding local engagement is essential. A refined model aligned with the scale and logic of existing source water protection regions would better meet provincial objectives while preserving the strengths of Ontario's long-standing watershed-based planning and management system. Consideration could also be given at this stage to whether a Provincial Agency would be required to support and implement this model.

Assessing the OPCA: Benefits, Risks, and the Importance of Local Oversight

The GRCA Board recognizes the Province's intention in establishing the Ontario Provincial Conservation Agency (OPCA) to modernize the conservation authority system in a way that supports timely development and local infrastructure projects, while strengthening the essential role conservation authorities play in managing watersheds and protecting communities from floods and other natural hazards. These goals are both important and necessary. A system that delivers services more consistently, transparently, and predictably will benefit municipalities, developers, and communities alike, particularly as Ontario continues to grow and climate-related risks intensify. The GRCA Board agrees that modernization is needed and supports efforts to enhance both efficiency and environmental protection across the province.

The creation of the OPCA aims to provide centralized leadership, efficient governance, and strategic direction for all conservation authorities. In principle, this offers several clear advantages: a coordinated provincial body can help ensure faster, more consistent permitting and provide the oversight needed to align conservation authorities with modern standards and best practices. By strengthening core watershed management functions and focusing on natural hazard protection, the OPCA has the potential to reinforce the foundational mandate of conservation authorities. This direction is appropriate, as communities across Ontario depend on timely, science-based decisions to address increasing flood risks, aging infrastructure, and complex development pressures.

The OPCA will also lead several key modernization initiatives, including developing a single digital permitting platform, standardizing service delivery through province-wide performance expectations, and supporting updated floodplain mapping to ensure decisions are grounded in the best available data. These initiatives have the potential to significantly improve customer service, reduce delays, and enhance consistency across the province. Likewise, centralized data systems and modern tools can help staff make better, evidence-based decisions. Streamlining processes and reducing duplication are logical steps toward a more efficient and reliable permitting system.

The agency will also oversee the implementation of a regional, watershed-based consolidation of conservation authorities. The GRCA Board understands the rationale for consolidation, addressing disparities in size and capacity, modernizing outdated processes, and ensuring that all conservation authorities can meet provincial expectations. With stronger tools, shared technology, and enhanced technical resources, many of the conservation authorities will indeed be better positioned to deliver high-quality services. Ensuring that updated maps, hydrologic modelling, and modern data platforms are available across Ontario is essential support to help provide consistent natural hazard management.

The GRCA Board is concerned about the proposed governance structure of the OPCA. As currently designed, the agency will report to a provincial ministry and be governed entirely by

provincially appointed board members. At the same time, conservation authorities, and therefore municipalities, will be required to fund all or a portion of the agency's operations through existing levy/apportionment processes. This means that municipalities may ultimately contribute all or a significant share of the OPCA's budget without having any meaningful role in shaping its governance, its priorities, or its strategic direction. For municipalities that rely heavily on conservation authority guidance for land-use planning, hazard management, infrastructure development, and emergency response, this creates a disconnect between financial responsibility and decision-making influence.

Not only would this be a precedent-setting method for funding a provincial agency, it also establishes a system in which municipalities help fund a provincial agency but have no formal avenue to participate in its oversight, which raises significant concerns about accountability, responsiveness, and the long-term alignment of provincial direction with local needs. The scale of the proposed regional conservation authority consolidation model amplifies these concerns. Larger regional conservation authorities risk limiting opportunities for local input and reducing the nuanced, watershed-specific decision-making that has historically made conservation authorities effective.

The GRCA Board acknowledges the Province's desire for greater consistency, efficiency, and alignment across conservation authorities and supports these goals. This could be achieved under the current model through additional regulations and verifying compliance at all conservation authorities, or it could be achieved through the actions of the new agency. Regardless, modernization efforts must maintain a strong connection to local priorities, local expertise, and municipal perspectives. Achieving the right balance between centralized oversight and meaningful local involvement will be key to ensuring the OPCA strengthens watershed management across Ontario while preserving the collaborative principles that have long underpinned successful conservation work in the province.

Conclusion
In conclusion, the GRCA Board supports the Province's goal of modernizing Ontario's conservation authority system and acknowledges the value of enhancing consistency, efficiency, and technical capacity throughout the province. The Board has emphasized the importance of a thoughtful, well-planned transition, the preservation of local knowledge and municipal relationships, and the need for a governance model that ensures accountability to the municipalities that will both rely on and will continue to fund the new system. While consolidation offers meaningful opportunities, the scale of the proposed regional structure and the governance framework of the OPCA present risks that could weaken local responsiveness and watershed-based decision-making. A more balanced, right-sized regional model, grounded in strong municipal involvement and science-based watershed boundaries, would better achieve the Province's objectives while maintaining the strengths, partnerships, and community trust that have defined conservation authority work in Ontario for decades.

Financial Implications:

Not applicable.

Other Department Considerations:

Not applicable.

Submitted by:

Samantha Lawson
Chief Administrative Officer

Hamilton Conservation Authority

A Healthy Watershed for Everyone

December 8, 2025

Via Email: jbrotherston@puslinch.ca

Mayor Seeley and Council
Township of Puslinch Office
7404 Wellington Road 34
Puslinch, Ontario N0B 2J0

Re: HCA Board of Directors Resolution Re: Bill 68/ERO 025-1257

Dear Mayor Steeley and Council:

On December 4, 2025, the Hamilton Conservation Authority Board of Directors passed the following unanimous resolution:

BD12, 3565 **MOVED BY: Susan Fielding**
SECONDED BY: Elise Copps

THAT the Board of Directors approve the Motion regarding Bill 68/ERO

WHEREAS Bill 68 (Schedule 3) proposes the creation of the Ontario Provincial Conservation Agency whose objects include overseeing conservation authorities and the transition to a regional watershed-based framework for conservation authorities in Ontario with municipal cost contribution yet to be defined; and

WHEREAS the Ministry of the Environment, Conservation and Parks has posted Environmental Registry Notice No. 025-1257 ("Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities"), proposing to reduce Ontario's 36 conservation authorities to 7 regional entities as part of a broader restructuring; and

WHEREAS under this proposal, the Hamilton Region Conservation Authority (HCA) would be consolidated into a new "Western Lake Ontario Regional Conservation Authority" together with the Niagara Peninsula CA, Halton Region CA and Credit Valley CA, forming a

single organization extending along the western Lake Ontario shoreline from Niagara through Halton and Peel, encompassing urban and rural watershed that support the Greater Toronto-Hamilton corridor; and

WHEREAS the Province already has the authority to establish overarching legislation, regulations and standards through the Conservation Authorities Act and the Ministry of Environment, Conservation and Parks; and

WHEREAS Conservation Authorities in partnership with their member municipalities have for decades tailored programs and services to local watershed and community needs; and

WHEREAS HCA's municipalities currently provide 35% of total HCA budget funding, while the province of Ontario provides less than 1%; and

WHEREAS the HCA has already undertaken significant modernization work aligned with provincial objectives, including Information Technology / Information Management, and leveraging technology to streamline planning and permit review processes processing 94% of major permits within the provincial time period in 2024; and

WHEREAS conservation authorities collectively own and manage thousands of acres of lands - including 11,744 acres within HCA - entrusted to them as a legacy for long-term protection, stewardship and public benefit, with the expectation that such lands would be cared for by locally governed conservation authorities.

THEREFORE BE IT RESOLVED:

THAT the Board of Directors does not support the proposed "Western Lake Ontario Regional Conservation Authority" boundary configuration outlined in Environmental Registry Notice 025-1257 as the proposal lacks sufficient justification, would significantly diminish local governance, and fails to recognize the effectiveness and efficiencies already achieved within existing watershed-based models; and

THAT the Board affirms that large-scale regional consolidation is unnecessary, would introduce substantial transition costs, and would divert resources away from frontline watershed programs. The Board further asserts that restructuring at this scale would erode local decision-making, weaken municipal accountability, and

disrupt long-standing community partnerships that are central to delivering responsive watershed management; and

THAT the Board urges the Province to strengthen centralized standards, resources, and communication rather than undertaking broad structural amalgamation and to provide **sustainable, predictable provincial funding** across conservation authorities—particularly where gaps exist—to enable local CAs to advance ongoing digitization and systemization work that has already resulted in improved efficiency and consistency in recent years; and

THAT the Board requests that the Ministry engage meaningfully and collaboratively with affected municipalities, conservation authorities, and local First Nations before advancing any consolidation, to ensure that any changes reflect both local needs and the practical realities of implementation; and

THAT the Board believes that the Province's proposed new online permitting portal can be implemented within the existing conservation authority framework without requiring structural amalgamation; and

THAT this resolution be included as part of the HCA submission to the Environmental Registry of Ontario and forwarded to the City of Hamilton, the Township of Puslinch, and all Conservation Authorities in Ontario.

CARRIED

Please accept this correspondence for your information and consideration.

Sincerely,

Lisa Burnside

Lisa Burnside
Chief Administrative Officer

THE CITY OF WINDSOR
ONTARIO, CANADA

COUNCIL SERVICES DEPARTMENT

OFFICE OF THE
CITY CLERK

*IN REPLY, PLEASE REFER TO OUR FILE NO.*_____

November 28, 2025

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

Dear Premier Ford,

Windsor City Council, at its meeting held November 24, 2025, adopted the following resolution:

Decision Number: CR481/2025
WHEREAS Ontario's Conservation Authorities play a critical role in watershed management, environmental protection, flood mitigation, and public safety across the province; and,

WHEREAS the Province of Ontario has introduced Bill 68, which contains significant and far-reaching amendments to the *Conservation Authorities Act* that would alter governance structures, decision-making authorities, and municipal participation in conservation authority oversight; and,

WHEREAS the proposed changes were introduced within an omnibus bill without the benefit of a standalone legislative process that would allow for comprehensive public input, stakeholder consultation, or sufficient scrutiny regarding their long-term environmental, financial, and public safety implications; and,

WHEREAS municipalities are key partners in watershed management and must retain a strong, meaningful voice in any new governance model to ensure that local knowledge, local priorities, and local risks are fully considered in provincial decision-making; and,

WHEREAS the potential impacts of the proposed amendments may increase risks to the public related to flooding, erosion, natural heritage loss, and environmental degradation if not properly analyzed and addressed through an open and transparent legislative process; and,

THEREFORE BE IT RESOLVED THAT the Council of the City of Windsor strongly urge the Provincial Government of Ontario to withdraw all sections of Bill 68 related to amendments to the *Conservation Authorities Act*; and,

BE IT FURTHER RESOLVED THAT the Province be requested to re-introduce any proposed changes as a standalone bill, to proceed through the full and regular legislative process—including First and Second Readings, Committee review, stakeholder submissions, and public consultation—to ensure that the impacts on watershed management, environmental protection, and public safety are fully and transparently considered; and,

BE IT FURTHER RESOLVED THAT the Province ensure that any future governance framework for Ontario's Conservation Authorities includes robust and clearly defined municipal representation, recognizing municipalities as essential partners in protecting watersheds and mitigating environmental risks; and,

BE IT FINALLY RESOLVED THAT a copy of this motion be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, local Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), the Essex Region Conservation Authority (ERCA), and all Ontario municipalities and Conservation Authorities for their information and support.
Carried.

Your consideration to Windsor City Council's resolution would be most appreciated.

Sincerely,

[redacted]

Anna Ciacelli
Deputy City Clerk and Supervisor of Council Services
AC/lh

cc: Mr. Todd McCarthy, the Minister of the Environment, Conservation and Parks
Mr. Harb Gill, Member of Parliament, Windsor West
Ms. Kathy Borrelli, Member of Parliament, Windsor-Tecumseh-Lakeshore
Mr. Andrew Dowie, Member of Provincial Parliament, Windsor-Tecumseh
Ms. Lisa Gretzky, Member of Provincial Parliament, Windsor West
Association of Municipalities of Ontario (AMO)

Tim Byrne, Chief Administrative Officer & Secretary Treasurer, Board of Directors, Essex Region Conservation Authority (ERCA)
Nicole Kupnicki, Manager, Human Resources & Council Services of the Essex Region Conservation Authority
All Ontario municipalities and Conservation Authorities

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November 21, 2025

SENT VIA EMAIL - minister.mecp@ontario.ca

The Honourable Todd J. McCarthy
Minister of Environment, Conservation and Parks
College Park, 5th Floor
777 Bay Street
TORONTO, Ontario
M7A 2J3

Dear Minister McCarthy:

On October 31, 2025, the Ontario Ministry of Environment, Conservation and Parks (MECP) announced proposed amendments to the *Conservation Authorities Act* (CAA), to establish the Ontario Provincial Conservation Agency (OPCA) to provide leadership, governance, and strategic direction to Conservation Authorities (CAs). The agency will be responsible for:

- Developing a single digital permitting platform;
- Streamlining and standardizing service delivery by setting provincewide performance, standards

  as well as maintaining centralized data and updated floodplain mapping; and
- Overseeing the consolidation of Conservation Authorities.

The Ministry of Environment, Conservation and Parks are proposing that the agency would require the local Conservation Authorities to pay for the costs of the Ontario Provincial Conservation Agency.

Additionally, the MECP has introduced an amendment to the Conservation Authorities Act that outlines the proposed boundaries for establishing Regional Conservation Authorities. The proposed consolidation will entail, including reducing the number of Conservation Authorities from 36 to 7.

MECP has indicated that they plan to consult with stakeholders, municipalities, conservation authorities, and Indigenous communities. This consultation includes a policy proposal notice period posted on the Environmental Registry of Ontario for 45 days, inviting feedback on the

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proposed boundaries and criteria for the regional consolidation of Ontario's 36 CAs with a deadline of December 22, 2025.

The Town understands that the timelines for the proposed CAA amendments are as follows:

- Consultation occurs throughout the Q1 2026;
- Conservation authorities operate within current governance structure until after the 2026 Municipal election; and
- Changes come into force January 1, 2027.

The Town of Goderich has identified several concerns relating to the proposed CAA amendments:

- What is the cost of establishing and operating the proposed Ontario Provincial Conservation Agency (OPCA)? The OPCA would require significant resources while local watershed advisory boards would still be needed to guide priorities and provide oversight.

- What is the anticipated total cost of consolidating the 36 Conservation Authorities to 7?

- As a local organization, the Maitland Conservation is responsive to community needs. Municipalities, landowners and community partners drive the services and priorities of the organization. A move to the OPCA, and the consolidation of Conservation Authorities, would mean less municipal input on service priorities, yet member municipalities currently financially contribute over 80% of the MVCA's operating budget, while the Province provides approximately 2%.

- Will the needs of rural communities and the agricultural sector will be adequately recognized and prioritized in this consolidation? Particularly since the lead Conservation Authority, for each of the 7 new regional conservation authorities, is expected to be in an urban setting in each region.

- A core priority for Maitland Valley Conservation Authority is reducing the risk of loss of life and community damage caused by flooding and erosion. MVCA are responsible for approving development in or near natural hazard areas, ensuring that new construction and additions are not at risk from flooding or erosion in floodplains or along the Lake Huron shoreline.

- MVCA's permitting process is efficient and consistent. In 2024, the average time to process all types of permits was just 5.7 days. The average time for reviewing and issuing permits by all conservation authorities is 12.5 business days.

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- From start to finish, MVCA staff work closely with landowners, emphasizing customer service and helping them identify safe building locations outside hazardous areas. Will the proposed digital permitting platform be able to match MVCA's turnaround times and maintain this high level of customer experience? Additionally, what will the costs be for developing, implementing and maintaining this new platform?

The Town of Goderich encourages the Provincial government to partner with the current Conservation Authorities to build capacity and support local solutions to watershed issues. This will require a multi-year commitment to reinvesting in Conservation Authorities.

In order to protect Ontario's prosperity, the Town would like to see an emphasis placed on developing and protecting the health of watersheds. They are the foundation of not only our economic prosperity but our life support system as well. Clean water, diverse forests and healthy soils directly support key sectors like tourism, forestry and agriculture, which in turn support economically strong local communities.

Healthy Lake Huron (HLH) is a model of collaboration between federal, provincial and county agencies, 5 Conservation Authorities and several community groups. HLH has been successful in supporting stewardship initiatives aimed at improving water quality along the Lake Huron shoreline. Using this collaborative approach across all the watersheds in Ontario to build healthy watersheds would result in effective, cost-efficient results.

Working seamlessly together, we can achieve superior results.

Respectfully,

[redacted]

Janice Hallahan
Chief Administrative Officer

Cc: The Honourable Doug Ford, Premier of Ontario
The Honourable Lisa Thompson, Minister of Rural Affairs, and MPP for Huron-Bruce
The Honourable Rob Flack, Ministry of Municipal Affairs and Housing
Association of Municipalities of Ontario
Environmental Registry of Ontario
Ed McGugan, Chair of the Maitland Valley Conservation Authority

TOWNSHIP OF
Southwold

southwold.ca

November 26, 2025

The Honourable Todd J. McCarthy
Minister of Environment, Conservation and Parks
College Park, 5th Floor
777 Bay Street
Toronto, ON
M7A 2J3

Via email: minister.mecp@ontario.ca

Dear Honourable Minister McCarthy:

Please be advised that Council for the Township of Southwold, at its Regular Meeting on Monday November 24, 2025 passed the following resolution:

Conservation Authority Consolidation Resolution

2025-349 Councillor Fellows – Deputy Mayor Pennings

WHEREAS the Conservation Authorities Act (1946) enables municipalities to establish local conservation authorities, and when municipalities choose to form such authorities, they assume responsibility for governance and funding through the appointment of a Board of Directors and the provision of an annual levy to cover expenses;

AND WHEREAS the Corporation of the Township of Southwold established the Lower Thames Valley Conservation Authority and Kettle Creek Conservation Authority;

AND WHEREAS local municipalities currently provide over 50% of total conservation authority funding;

AND WHEREAS municipalities have governed their respective conservation authorities for decades, tailoring programs and services to local watershed needs, maintaining accountable service standards, and ensuring fair and predictable costs for ratepayers;

AND WHEREAS conservation authorities collectively own and manage thousands of acres of land, much of which was donated by local residents and

tel 519-769-2010 ***email*** deputyclerk@southwold.ca
35663 Fingal Line, Fingal, Ontario, N0L 1K0

entrusted to conservation authorities as a personal legacy for long-term protection, stewardship, and the public good, with the expectation that such lands would be cared for by locally governed conservation authorities;

AND WHEREAS Bill 68 (Schedule 3) proposes the creation of the Ontario Provincial Conservation Agency, a Crown corporation that would assume governance responsibilities and consolidate Ontario's 36 conservation authorities into seven regional authorities, with municipal cost apportionment yet to be defined;

AND WHEREAS the Province already possesses the authority to establish overarching legislation, regulations, and standards through the Conservation Authorities Act and the Ministry of the Environment, Conservation and Parks;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Southwold calls on the Government of Ontario to maintain local, independent, municipal[y governed, watershed-based conservation authorities to ensure strong local representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands;

AND FURTHER THAT while the Corporation of the Township of Southwold supports provincial goals for consistent permit approval processes, shared services, and digital modernization, imposing a new top-down agency structure without strong local accountability and governance risks creating unnecessary cost, red tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs;

AND FURTHER THAT the Corporation of the Township of Southwold supports efforts to balance expertise, capacity, and program delivery across the province, and requests that the Province work collaboratively with municipalities and local conservation authorities to determine the most effective level of strategic consolidation to achieve both provincial and local objectives;

AND FURTHER THAT a copy of this resolution be sent to the Ontario Minister of Environment, Conservation, and Parks, to the local MP and MPPs, the Association of Municipalities of Ontario, the Rural Ontario

Municipal Association, and all municipalities and Conservation Authorities in Ontario.

CARRIED

Yours truly,

[redacted]

June McLarty
Deputy Clerk

Cc: The Honourable Andrew Lawton, MP Elgin-Middlesex-London, via email
The Honourable Rob Flack, MPP Elgin-Middlesex-London, via email
The Association of Municipalities of Ontario, via email
The Rural Ontario Municipal Association, via email
Ontario Municipalities, via email
Mark Peacock, Lower Thames Valley Conservation Authority, via email
Elizabeth VanHooren, Kettle Creek Conservation Authority, via email

7a)

United Counties of
Stormont, Dundas & Glengarry

RESOLUTION

MOVED BY Councillor Densham **RESOLUTION NO 2025-** 159

SECONDED BY [redacted] **DATE** November 17, 2025

WHEREAS the Conservation Authorities Act (1946) enables municipalities to establish local conservation authorities, and when municipalities choose to form such authorities, they assume responsibility for governance and funding through the appointment of a Board of Directors and the provision of an annual levy to cover expenses;

AND WHEREAS the municipalities within Stormont, Dundas and Glengarry (SDG) established South Nation Conservation (SNC) in 1947 and the Raisin Region Conservation Authority (RRCA) in 1963;

AND WHEREAS local municipalities currently provide between 25% and 50% of total conservation authority funding, while the Province of Ontario provides approximately 3%;

AND WHEREAS municipalities have governed their respective conservation authorities for decades, tailoring programs and services to local watershed needs, maintaining accountable service standards, and ensuring fair and predictable costs for ratepayers;

AND WHEREAS conservation authorities collectively own and manage thousands of acres of land, much of which was donated by local residents and entrusted to conservation authorities as a personal legacy for long-term protection, stewardship, and the public good, with the expectation that such lands would be cared for by locally governed conservation authorities;

AND WHEREAS Bill 68 (Schedule 3) proposes the creation of the Ontario Provincial Conservation Agency, a Crown corporation that would assume governance responsibilities and consolidate Ontario's 36 conservation authorities into seven regional authorities, with municipal cost apportionment yet to be defined;

AND WHEREAS the Province already possesses the authority to establish overarching legislation, regulations, and standards through the Conservation Authorities Act and the Ministry of the Environment, Conservation and Parks;

NOW THEREFORE BE IT RESOLVED THAT the Council of the United Counties of Stormont, Dundas and Glengarry calls on the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local

representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands;

AND FURTHER THAT while the United Counties of SDG supports provincial goals for consistent permit approval processes, shared services, and digital modernization, imposing a new top-down agency structure without strong local accountability and governance risks creating unnecessary cost, red tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs;

AND FURTHER THAT the United Counties of SDG supports efforts to balance expertise, capacity, and program delivery across the province, and requests that the Province work collaboratively with municipalities and local conservation authorities to determine the most effective level of strategic consolidation to achieve both provincial and local objectives.

AND FURTHER THAT a copy of this resolution be sent to the Ontario Minister of Environment, Conservation, and Parks, to the local MP and MPPs, the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, and all municipalities and Conservation Authorities in Ontario.

☑ CARRIED ☐ DEFEATED ☐ DEFERRED

[redacted]

WARDEN

Recorded Vote:	
Councillor Bergeron	___
Councillor Broad	___
Councillor Densham	___
Councillor Fraser	___
Councillor Guindon	___
Councillor Landry	___
Councillor MacDonald	___
Councillor McDonald	___
Councillor McGillis	___
Councillor St. Pierre	___
Councillor Williams	___
Warden Lang	___

Long Point Region Conservation Authority
4 Elm Street, Tillsonburg, Ontario N4G 0C4

Phone: 519-842-4242
Fax: 519-842-7123
Toll free: 1-888-231-5408
conservation@lprca.on.ca
www.lprca.on.ca

December 5, 2025

Re: Bill 68 Schedule 3 and LPRCA Board Resolution Re: ERO No. 025-1257

On October 31, 2025, the Province of Ontario announced Bill 68: *Plan to Protect Ontario Act* including Schedule 3 amendments to the *Conservation Authorities Act*. On November 6, 2025, Bill 68, was introduced and on November 25, 2025, Bill 68 was passed establishing the Ontario Provincial Conservation Agency (OPCA) and the transition to a regional watershed-based framework for authorities in Ontario. The new agency is expected to provide leadership, governance, strategic direction and oversight of all conservation authorities (CAs) in Ontario. The announcement was made without prior consultation with CAs, municipal partners or staff who possess decades of local knowledge.

On November 7, 2025 the Environmental Registry of Ontario (ERO) No. 025-1257 consultation on the proposed consolidation, boundaries, governance, and budgeting was posted suggesting 36 CAs be consolidated into 7 regional CAs. It is proposed that the Long Point Region Conservation Authority will amalgamate with 7 other CAs forming the Lake Erie Regional Conservation Authority (LERCA), encompassing 81 municipalities which dilutes local representation. This stands in contrast to LPRCA's current governance model, which ensures strong local representation and accountability to its participating municipalities. No evidence-based analysis has been provided by the province to justify the transition to these large regional entities. This leaves many key questions unanswered such as what the funding model is for the OPCA, the governance model for the new proposed regional CAs and whether Long Point Region's municipalities will have fair local representation.

In the ERO, the Ontario Government has stated that the current system of 36 separate conservation authorities is fragmented with each CA following different standards, fees and levels of staffing and technical capabilities which has led to unpredictable and inconsistent turnaround times for approvals creating uncertainty and delays for builders, landowners and farmers seeking permits. With the OPCA guidance and support, meaningful modernization and a digital e-permitting platform can occur in the current 36 conservation authorities without the need for consolidation.

The LPRCA Board of Directors acknowledges and supports the Province's goals of improved efficiency, consistency and fiscal responsibility in conservation delivery; however, the LPRCA Board of Directors does not support the proposed "Lake Erie Regional Conservation Authority" boundary configuration outlined in the ERO No. 025-1257. The LPRCA Board of Directors requests the Ministry further evaluate the proposed boundaries and to engage directly with affected municipalities and CAs to establish a reduced geographic scope.

The Board of Directors discussed Bill 68 Schedule 3 which established the Ontario Provincial Conservation Agency and the proposed Lake Erie Regional Conservation Authority at its December 3, 2025 meeting and passed the attached motion.

The LPRCA Board of Directors encourages our member municipalities and partners to carefully evaluate the province's proposal and provide comments through the ERO No. 025-1257 Proposed boundaries for regional consolidations of Ontario's Conservation Authorities by the closing date December 22, 2025.

Local community-based watershed management needs to stay in the hands of local municipalities.

Sincerely,

[redacted]

Dave Beres
Chair, Long Point Region Conservation Authority

Attached: LPRCA Board Resolution ERO No. 025-1257

9.5.3.

THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL

NO. 2025 – 155

DIVISION LIST	YES	NO
Councillor G. ASHFORD	____	____
Councillor J. BELESKEY	____	____
Councillor P. BORNEMAN	____	____
Councillor B. KEITH	____	____
Councillor D. McCANN	____	____
Councillor C. McDONALD	____	____
Mayor J. McGARVEY	____	____

DATE: November 18, 2025

MOVED BY: [redacted]

SECONDED BY: [redacted]

CARRIED: ____ DEFEATED: ____ Postponed to: ____

That Council of the Town of Parry Sound hereby supports the letter from the Township of South-West Oxford in opposition to the Provincial decision on Automated Speed Enforcement (ASE) cameras and asks that this decision to ban ASE cameras be reconsidered, and that municipalities be permitted to continue using ASE cameras in school zones and urban areas where local councils deem them warranted; and

That this Resolution be sent to the Premier of Ontario, and copied to the Minister of Transportation, the Minister of Municipal Affairs and Housing, MPP Graydon Smith, Association of Municipalities of Ontario and all Ontario Municipalities.

[redacted]

Mayor Jamie McGarvey

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November 6th, 2025 **Sent via email.**

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

Dear Premier Ford:

Re: Automated Speed Enforcement (ASE) Cameras

At the Regular Council meeting on October 21st, 2025, the Council of the Township of South-West Oxford directed staff to write a letter in opposition to the Provincial decision on Automated Speed Enforcement (ASE) Cameras.

In December 2019, the Province of Ontario established regulations allowing municipalities to use ASE cameras to address speeding and enhance public safety. Following provincial encouragement, municipalities adopted ASE technology to reduce speeding, prevent collisions, and save lives.

Research at local, regional, and international levels supports the effectiveness of ASE programs, indicating a significant reduction in speeding, improved compliance in school and community safety zones, and positive changes in driver behavior. The suggestion that the Provincial government views the ASE program as a "cash grab" is entirely unfounded, as revenue generated through ASE arises solely from individuals who choose to disregard posted speed limits. If drivers comply with speed regulations and adjust their behaviour accordingly, there would be no generated revenue from ASE cameras.

Municipal councils are directly responsible for the health and safety of their communities and are therefore best positioned to determine the areas of greatest concern regarding local driving conditions. Each municipality understands the unique traffic patterns, school zones, and community safety issues within its jurisdiction. Furthermore, policing and traffic enforcement are municipal responsibilities, and as such, municipalities should have the autonomy to determine whether and how to deploy ASE technology in the most effective and efficient manner to protect residents and road users.

Following significant municipal investment across Ontario, the recent decision, made without consultation, to cancel Automated Speed Enforcement (ASE) programs has

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raised serious concerns. Rather than an outright ban, adjustments to existing legislation and program standards would provide a more balanced and collaborative approach. Therefore, the Council of the Township of South-West Oxford respectfully requests that this decision to ban ASE cameras be reconsidered, and that municipalities be permitted to continue using ASE cameras in school zones and urban areas where local councils deem them warranted. At a time when police services are facing significant resource constraints that limit their capacity to enforce speed limits, ASE cameras remain a necessary tool to address community safety concerns.

Thank you for your consideration.

Yours truly,

[redacted]

Denny Giles
Manager of Legislative Services/Clerk
Township of South-West Oxford

cc. The Honourable Prabmeet Singh Sarkaria, Minister of Transportation
The Honourable Rob Flack, Minister of Municipal Affairs
All Ontario Municipalites

Legal and Legislative Services

November 18, 2025

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

Honourable and Dear Sir,

Re: City of Brampton – Provincial Decision on Automated Speed Enforcement (ASE)

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of November 17, 2025 received and supported the resolution from the City of Brampton dated October 17, 2025 regarding the Province's decision to abruptly cancel Automated Speed Enforcement.

Attached please find a copy of the City of Brampton correspondence dated October 17, 2025.

Thank you for your attention to this matter.

Sincerely,

[redacted]

Peter Todd,
Manager, Legislative Services / Town Clerk
ptodd@forterie.ca
PT:dlk
Encl.
c.c. The Honourable Prabmeet Sarkaria, Minister of Transportation minister.mto@ontario.ca
Ontario Association of Chiefs of Police (ACP) contact@oacp.ca
Ontario Traffic Council traffic@otc.org
Association of Municipalities of Ontario amo@amo.on.ca
Niagara Region MPP's wgates-co@ndp.on.ca; JStevens-CO@ndp.on.ca; JBurch-QP@ndp.on.ca; sam.oosterhoff@pc.ola.org
Sonya Pacheco, Legislative Coordinator, City of Brampton sonya.pacheco@brampton.ca
Ontario Municipalities

October 17, 2025

Sent by email

See Distribution List on page 6

Re: Provincial Decision on Automated Speed Enforcement (ASE)

The following recommendation of the Committee of Council Meeting of October 1, 2025 was approved by Council on October 15, 2025, pursuant to Council Resolution C230-2025:

CW303-2025

Whereas the Province of Ontario filed enabling regulations in December 2019, to prescribe the locations, fines, and signage for municipalities to utilize Automated Speed Enforcement Cameras (ASE) as a tool to address speeding and improve public safety; and,

Whereas the Province's ASE legislative framework, together with provincial encouragement in 2019, has led municipalities such as Brampton - where auto-insurance rates remain among the highest in Ontario - to implement ASE technology to improve safety, reduce speeding, and prevent serious collisions and fatalities; and,

Whereas the Provincial government, through the Ministry of Transportation, is responsible for the legislation, regulations and program standards governing municipal ASE programs; and,

Whereas some cities have implemented ASE incorrectly, Brampton is part of the vast majority of municipalities who have implemented best practices endorsed by the Ministry of Transportation and the Ontario Traffic Council - including speed thresholds - that prioritize public safety, resulting in safer roads; and,

Whereas consistent with local, regional, national and international research by third parties including Sick Kids & Toronto Metropolitan University, the Canadian Automibile Association, the Ontario Association of Chiefs of Police, the Traffic Injury Research Foundation, and the Ontario Traffic Council; the City of Brampton's ASE program has resulted in significant reductions in speed, increased speed compliance in Community Safety and School Zones, and changes in driver behaviour as outlined in the September 10, 2025 Council report titled "Automated Speed Enforcement – Traffic Safety Update";

Whereas the average recorded speed for ticket issued is 15.7 km/h over the posted limit, demonstrating that Brampton's existing threshold is both reasonable and aligned with best practices; and

Whereas between twenty and thirty percent of ASE ticket revenue is collected by the Province of Ontario.

Whereas Brampton is working to improve road safety and uphold its commitment to Vision Zero, through its ASE program and complementary traffic-calming measures such as speedbumps/humps, roundabouts, road diets, and improved signage, in order to reduce speeds, prevent collisions, and promote lawful driving behaviour.

Whereas the City of Brampton has already implemented a significant number of speedbumps, likely the most in the province with 834 locations and anticipates installing an additional 33 individual locations this year, but because speedbumps cannot be deployed in all areas around schools, a comprehensive approach to traffic calming, including Automated Speed Enforcement, has proven effective in reducing vehicle speeds, changing driver behaviour, preventing fatal collisions, and enhancing public safety;

Whereas polling in Brampton demonstrates strong and consistent public support for ASE as a tool to reduce speeding, including: Mainstreet Research (Early September 2025) showing 65% overall support, and the City-led Telephone Townhall poll (July 2025) showing 86% of participants support for speed cameras near schools and parks to help curb speeding; and

Whereas despite clear evidence and proven results from cities like Brampton, municipalities were caught off guard by the Premier's sudden announcement to cancel ASE programs across the province, made without adequate notice and consultation;

Whereas a preliminary estimate of private sector investment by companies delivering ASE solutions indicates the creation of 62 jobs and $14 million dollars of investment in the province; and

Whereas the Premier believes some municipalities have misused ASE; but that is no reason to shut down municipal ASE programs that have proven successful at changing driver behaviour and improving public safety; and

Whereas the Premier's concerns regarding ASE can be addressed through amendments to provincial legislation, regulations and program standards that enable municipalities to consistently utilize ASE, without an outright ban on the technology; and,

Whereas Brampton's ASE program is considered best-practice and rather than banning, the Premier should meet with Mayor Patrick Brown and other municipal leaders to develop improved provincial legislation, regulations and program standards related to the ASE program; and,

Whereas it is reckless to abandon what works, and essential to maintain a program that preserves public safety, and, especially, at a very minimum, safety in school locations; and,

Whereas should the ASE program be cancelled, the considerable municipal investments to implement this provincially shaped program must be reimbursed, and additional funding must be provided to implement alternate, although not necessarily as effective, traffic calming measures.

Therefore be it resolved:

1. That Brampton City Council formally opposes the Province's decision to abruptly cancel ASE, a public safety tool enabled through provincial regulations in December 2019; and,
2. That a letter from Council be sent to the Premier, the Minister of Transportation, and local MPPs outlining Brampton's position, calling for the continuation of ASE, and Brampton Council request that the Premier meet with Mayor Patrick Brown, and other municipal leaders to negotiate consistent implementation across municipalities that utilizes best practices to uphold the public safety benefits of ASE; and,
3. That the City of Brampton immediately implement the following ASE program enhancements to accommodate concerns and maintain the technology as an effective public safety tool:
    a. Limit the use of ASE cameras to school locations
    b. Maintain the existing threshold and implement variable threshold speeds:
        - Maintain existing speed threshold during peak hours around schools
        - Implement a higher speed threshold for non-peak hours to enforce excessive speeding & stunt driving
    c. Develop and implement a process to limit the number of tickets that can be issued to a single license plate within a defined period of time, excluding excessive speeding or stunt driving
    d. Prohibit the operation of an ASE camera for six months following a speed limit change
    e. Require that surplus ASE revenues be reinvested in road safety–related infrastructure, initiatives, and education
    f. Require that staff report annually to Council, through the budget process, on the allocation and use of surplus ASE revenues
    g. Require that staff report annually to Council on outcomes of the ASE program (e.g., number of tickets, speed reductions, speed limit compliance, collisions, injuries/fatalities, etc.); and,

4. That the City of Brampton request the Provincial government to amend their legislation, regulations and program standards governing ASE as follows:

    a. Restrict the use of ASE to School locations

    b. Use of ASE in areas that do not contain schools must be approved by the Minister of Transportation, supported by data clearly demonstrating the need and a description of why alternative traffic calming measures are not suitable for the location.

    c. Eliminate provincial fees and charges from ASE tickets, including:

        - MTO fee, currently $8.25 per ticket, for providing registered license plate owner information

        - Victim surcharge fee ranging from $10 to $125 - or 25% of the fine for speeding offences greater than $1,000

    d. Develop a revised fee schedule for ASE tickets that reduces the cost for lower speed infractions while maintaining higher penalties for excessive speeding and stunt driving

    e. Extend voluntary electronic notification (SMS and/or email) to license plate holders to reduce the notification period for ASE offences, similar to license plate renewal notifications

    f. Develop new signage to include language indicating that the location is speed camera enforced

    g. Develop more visible ASE signage that includes the speed limit

    h. Require municipalities to reinvest surplus ASE revenue into road safety-related infrastructure, initiatives and education

    i. Require greater transparency from municipalities by implementing the following reporting requirements:

        - Report annually to municipal Council on how surplus ASE funds are spent.

        - Require annual public reporting of program outcomes (e.g., number of tickets, speed reductions, speed limit compliance, collisions, injuries/fatalities, etc.).

j. Establish program standards across all municipalities for key program elements - like speed thresholds - through a process led by the Ministry of Transportation and in consultation with municipalities to ensure consistency and transparency for all municipalities in Ontario.

k. That the Ministry of Transportation provide greater oversight and enforcement of Municipal ASE programs through regular audits; and

5. That, should the provincial government proceed with banning the use of ASE despite Brampton's immediate actions to address concerns and requests to work collaboratively with the Province and other municipalities to continue these programs, the Province must reimburse municipalities for all costs incurred to implement ASE program; and,

6. Staff be directed to report back on potential impacts of an ASE ban on Brampton's road safety strategy and financial investments; and,

7. That a copy of this resolution be sent to the Premier of Ontario, the Minister of Transportation, Brampton members of Provincial Parliament, local MPPs across the Region of Peel, all Ontario Municipalities, the Association of Municipalities of Ontario (AMO), the Ontario Association of Chiefs of Police (OACP), and the Ontario Traffic Council; and,

8. That the City develop an advocacy campaign consistent with this motion.

Note: Item **RM 45/2025** has been added to the Referred Matters List for the report requested in clause 6 of the recommendation above, and assigned to Michael Kralt, Director, Automated Enforcement and Court Administration, Legislative Services.

Yours truly,

[redacted]

Sonya Pacheco
Legislative Coordinator, City Clerk's Office
Tel: 905-874-2178
sonya.pacheco@brampton.ca

(CW – 7.2)

Distribution List

The Honourable Doug Ford
Premier of Ontario and Minister of Intergovernmental Affairs
Premier@ontario.ca

The Honourable Prabmeet Sarkaria
Minister of Transportation
minister.mto@ontario.ca

Regional Municipality of Peel Members of Provincial Parliament (MPP):

The Honourable Charmaine Williams, MPP – Brampton Centre
Charmaine.Williams@pc.ola.org

The Honourable Prabmeet Singh Sarkaria, MPP - Brampton South
Prabmeet.Sarkaria@pc.ola.org

The Honourable Graham McGregor, MPP – Brampton North
Graham.McGregor@pc.ola.org

Hardeep Singh Grewal, MPP – Brampton East
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Amarjot Sandhu, MPP – Brampton West
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silvia.gualtieri@pc.ola.org

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The Honourable Nina Tangri, MPP – Mississauga – Streetsville
nina.tangri@pc.ola.org

Ontario Association of Chiefs of Police (OACP)
Contact@oacp.ca

Ontario Traffic Council
traffic@otc.org

Association of Municipalities of Ontario
amo@amo.on.ca;

All Ontario Municipalities

City of Brampton:

Mayor and Members of Council
Marlon Kallideen, Chief Administrative Officer
Laura Johnston, Commissioner, Legislative Services
Peter Pilateris, Commissioner, Public Works and Engineering
Michael Kralt, Director, Automated Enforcement and Court Administration, Legislative Services
Shane Loftus, Director, Road Maintenance, Operations and Fleet, Public Works and Engineering
Christopher Ethier, Director, Intergovernmental Affairs and Advocacy, Office of the CAO
Andrzej Hoffmann, Senior Advisor, Intergovernmental Affairs and Advocacy, Office of the CAO
Genevieve Scharback, City Clerk, Legislative Services

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Fax: (519) 485-2932

November 6th, 2025 **Sent via email.**

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

Dear Premier Ford:

Re: Automated Speed Enforcement (ASE) Cameras

At the Regular Council meeting on October 21st, 2025, the Council of the Township of South-West Oxford directed staff to write a letter in opposition to the Provincial decision on Automated Speed Enforcement (ASE) Cameras.

In December 2019, the Province of Ontario established regulations allowing municipalities to use ASE cameras to address speeding and enhance public safety. Following provincial encouragement, municipalities adopted ASE technology to reduce speeding, prevent collisions, and save lives.

Research at local, regional, and international levels supports the effectiveness of ASE programs, indicating a significant reduction in speeding, improved compliance in school and community safety zones, and positive changes in driver behavior. The suggestion that the Provincial government views the ASE program as a "cash grab" is entirely unfounded, as revenue generated through ASE arises solely from individuals who choose to disregard posted speed limits. If drivers comply with speed regulations and adjust their behaviour accordingly, there would be no generated revenue from ASE cameras.

Municipal councils are directly responsible for the health and safety of their communities and are therefore best positioned to determine the areas of greatest concern regarding local driving conditions. Each municipality understands the unique traffic patterns, school zones, and community safety issues within its jurisdiction. Furthermore, policing and traffic enforcement are municipal responsibilities, and as such, municipalities should have the autonomy to determine whether and how to deploy ASE technology in the most effective and efficient manner to protect residents and road users.

Following significant municipal investment across Ontario, the recent decision, made without consultation, to cancel Automated Speed Enforcement (ASE) programs has

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raised serious concerns. Rather than an outright ban, adjustments to existing legislation and program standards would provide a more balanced and collaborative approach. Therefore, the Council of the Township of South-West Oxford respectfully requests that this decision to ban ASE cameras be reconsidered, and that municipalities be permitted to continue using ASE cameras in school zones and urban areas where local councils deem them warranted. At a time when police services are facing significant resource constraints that limit their capacity to enforce speed limits, ASE cameras remain a necessary tool to address community safety concerns.

Thank you for your consideration.

Yours truly,

[redacted]

Denny Giles
Manager of Legislative Services/Clerk
Township of South-West Oxford

cc. The Honourable Prabmeet Singh Sarkaria, Minister of Transportation
The Honourable Rob Flack, Minister of Municipal Affairs
All Ontario Municipalites

October 24, 2025

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

Sent by Email

Dear: Honorable Doug Ford,

RE: Municipality of Tweed – Collaborative Action on Sustainable Waste Management in Ontario.

The Council of the Corporation of Tay Valley Township at its meeting held on October 21st, 2025 adopted the following resolution:

RESOLUTION #C-2025-10-22

MOVED BY: Fred Dobbie
SECONDED BY: Marilyn Thomas

"WHEREAS, the Council of the Corporation of Tay Valley Township Support the Municipality of Tweed's resolution regarding waste incineration and a more Robust Recycling Program;

AND WHEREAS, It is incumbent upon the members of council, MPP's and MPs to make the decisions that will result in the most positive outcomes for now and future generations;

AND WHEREAS, with large urban centres now looking in rural areas of our province and entire country for lands to bury their garbage waste;

AND WHEREAS, a large landfill site owned by a large urban centre which receives 50% of their garbage at the present time is expected to be full by 2029 creating more environmental impacts;

AND WHEREAS, continuing to bury garbage in the ground will result in our future generations having lost potable groundwater as a result of garbage leachate rendering it unusable;

AND WHEREAS, burying garbage, particularly organic waste in landfills, leads to the production of methane a greenhouse gas, which escapes into the atmosphere and contributes to climate change causing more environmental destruction;

AND WHEREAS, we continue to destroy our environment jeopardizing our future generations;

AND WHEREAS, we have worldwide technology that will allow us the use of clean incineration and also produce much needed electric energy;

AND WHEREAS, the incineration of household and other municipal waste has a long tradition in Germany, which currently has 156 municipal thermal waste incineration facilities with an aggregate annual capacity of around 25 million tons;

AND WHEREAS, with a strong focus on community involvement, innovative infrastructure, and sustainable practices, Germany has set a high bar for municipal recycling programs that the rest of the world can learn from and emulate;

AND WHEREAS, at the present time, Germany recycles 66.1%of its garbage waste at a municipal level. This places the country as the most effective and prominent country when it comes to recycling in the entire world. This highlights the citizen's strength and motivation to deal with environmental issues on a daily basis;

AND WHEREAS, German schools often integrate recycling education into their curriculum. This early exposure to the importance of recycling instills a sense of responsibility in the younger generation, creating a culture of sustainability that transcends generations;

BE IT RESOLVED THAT, the Council of Tay Valley Township support the Municipality of Tweed in investigating the possibility of working together with Ontario Municipalities, Provincial and Federal Governments and manufacturing partners to form a working group to ensure that waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices, so that future generations will not suffer from our environmental mismanagement;

AND THAT, this support be sent to Premier Ford, Marit Stiles, Leader of the Official Opposition Party, and all Ontario Municipalities."

ADOPTED

Tay Valley Township

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or deputyclerk@tayvalleytwp.ca

Sincerely,

[redacted]

Aaron Watt, Deputy Clerk

cc: Marit Stiles, Leader of the Official Opposition Party,
All Municipalities in Ontario

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca

Tuesday, November 18, 2025

Aaron Watt
Deputy Clerk
Tay Valley Township
217 Harper Road
Perth, Ontario
K7H 3C6

SENT VIA EMAIL: deputyclerk@tayvalleytwp.ca

RE: Endorsement of Tay Valley Township's Resolution – Collaborative Action on Sustainable Waste Management in Ontario

Dear A. Watt,

Please be advised of the following motion passed at the Monday, November 10, 2025, Goderich Town Council Meeting:

> Moved By: Councillor Thompson
> Seconded By: Deputy Mayor Noel
> That Goderich Town Council supports the resolution from Tay Valley Township, regarding Collaborative Action on Sustainable Waste Management in Ontario.

CARRIED

If you have any questions, please do not hesitate to contact me at 519-524-8344 ext. 210 or afisher@goderich.ca.

Yours truly,

[redacted]

Amanda Banting

Deputy Clerk
/js

Cc: Marit Stiles, Leader of the Official Opposition Party, mstiles-qp@ndp.on.ca
All Ontario Municipalities

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca

Enclosed: Resolution – Municipality of Tweed – Collaboration Action Sustainable Waste Management in Ontario

TOWN OF WASAGA BEACH

30 Lewis Street, Wasaga Beach
Ontario, Canada L9Z 1A1
Tel (705) 429-3844
mayor@wasagabeach.com

OFFICE OF THE MAYOR

November 24, 2025

Relevant Provincial and Federal Ministries and Agencies.

BY EMAIL ONLY

RE: Resolution from the Town of Wasaga Beach – Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation

Please be advised that the Council of the Town of Wasaga Beach, during their November 13, 2025 Council meeting, and at the request of the Township of Stone Mills, passed the following resolution regarding Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation.

Whereas the Emerald Ash Borer (EAB) infestation has caused a significant increase in dead ash trees across Ontario, creating ecological, financial, and public safety challenges;

And whereas the removal and replacement of affected trees has placed a substantial financial burden on municipalities, organizations, and property owners;

Therefore, be it resolved that the Town of Wasaga Beach supports the Township of Stone Mills motion to urge the Provincial and Federal governments to establish a dedicated fund to assist with the removal and replanting of trees impacted by the EAB infestation.

Be it further resolved that this letter of support be submitted to the relevant Provincial and Federal ministries and agencies to strengthen regional advocacy efforts on this issue.

Should you have any questions, please contact me at mayor@wasagabeach.com or (705) 429-3844 ext. 2225.

Sincerely,

[redacted]

Brian Smith
Mayor, Town of Wasaga Beach

/mps

City of Hamilton
Hamilton City Hall
71 Main Street West, 1st Floor
Hamilton, Ontario
Canada L8P 4Y5
www.hamilton.ca

Matthew Trennum
City Clerk
Office of the City Clerk
Matthew.Trennum@hamilton.ca

November 19, 2025

Re: Impacts of Provincial Bill 60 on Tenants in Hamilton - REVISED

Hamilton City Council, at its meeting held on Wednesday, November 19, 2025, passed the following resolution:

Item 9.3 of the General Issues Committee Minutes 25-016:

9.3 Impacts of Provincial Bill 60 on Tenants in Hamilton - REVISED

WHEREAS, on October 23, the Provincial government introduced Bill 60, Fighting Delays, Building Faster, which seeks to weaken rent control and make rental tenure less secure;

WHEREAS, Council has introduced bylaws and policies to protect tenants from renovictions and to strengthen protections for tenants;

WHEREAS, Council has enacted new legislation to improve property standards, ensure health and safety in apartment buildings, and implement an Adequate Temperature Bylaw to address the impacts of extreme heat;

WHEREAS, the majority of residents living in Wards 1, 2, 3, 4, and 5 are tenants; approximately one third of all City residents rent their homes; and tenant populations in suburban and rural Wards are growing rapidly;

WHEREAS, through Ward 2 Tenant Town Halls, the Ward 2 Tenant Survey, and the Ward 2 Tenant Council, tenants have expressed anxiety about rental tenancy and rent control including the impacts they've faced since the Provincial government changed legislation in 2018 to eliminate it;

WHEREAS, the Provincial government has suggested it will backtrack on some parts of its proposed legislation but has not confirmed what the impact will be, what will be changed, or how this legislation will be implemented; and,

WHEREAS, a similar motion, entitled Impacts of Provincial Legislation that Weakens Rental Protections was passed by the City of Toronto's Executive Committee on November 4, 2025.

THEREFORE, BE IT RESOLVED:

(a) That the Mayor, on behalf of City Council, inform the Government of Ontario and all Hamilton Members of Provincial Parliament of its opposition to changes to the *Residential Tenancies Act* in Bill 60 and the weakening of tenant rights including contemplated changes to "security of tenure" or a further weakening of rent control;

(b) That the General Issues Committee direct the City Solicitor to work with the Hamilton Legal Clinic and report back in Q1 2026 through a Closed Session Information Report to review legal options and provide advice to protect renters and challenge the provisions of Bill 60, including potential Charter protections;

(c) That staff from the Housing Services Division report back to the General Issues Committee, through an Information Report and presentation, on the potential impact of Bill 60 including changes to "security of tenure" and rent control, in Q4 2025; and

(d) That this resolution be circulated to AMO, FCM and all Ontario municipalities.

Regards,

[redacted]

Matthew Trennum
City Clerk

cc.

Association of Municipalities of Ontario (AMO) amo@amo.on.ca
Federation of Canadian Municipalities (FCM) info@fcm.ca
All Ontario Municipalities
clerk@addingtonhighlands.ca; info@adelaidemetcalfe.on.ca; rreid@adjtos.ca; info@admastonbromley.com; clerks@ajax.ca; alberton@jam21.net; arochefort@alfred-plantagenet.com; info@algonquinhighlands.ca; info@amaranth.ca; inquiry@amherstburg.ca; info@armourtownship.ca; general@armstrong.ca; arnprior@arnprior.ca; deputyclerk@arran-elderslie.ca; clerk@acwtownship.ca; bbonisteel@asphodelnorwood.com; assiginackinfo@amtelecom.net; athens@myhighspeed.ca; info@atikokan.ca; asimonian@augusta.ca; clerks@aurora.ca; jbrick@town.aylmer.on.ca; karin@baldwin.ca; amckenzie@bancroft.ca; cityinfo@barrie.ca; bayham@bayham.on.ca; cmcgregor@twp.beckwith.on.ca; cpallo@city.belleville.on.ca; kmcdonald@billingstwp.ca; reception@blackriver-matheson.com; generalmail@blandfordblenheim.ca; katie.scott@blindriver.ca; pam.walsh@blindriver.ca; clerk@municipalityofbluewater.ca; cao.clerk@bonfieldtownship.org; admin@eganville.com; lmcdonald@bracebridge.ca; rmurphy@townofbwg.com; Peter.fay@brampton.ca; brant@brant.ca; clerks@brantford.ca; brethour@parolink.net; CDoiron@brighton.ca;

brock@townshipofbrock.ca; info@brockton.ca; info@brockville.com; Jdenkers@brookealvinston.com; info@brucecounty.on.ca; info@brucemines.ca; info@blrtownship.ca; clerk@burksfalls.ca; clerks@burlington.ca; burpeemills@vianet.ca; legislative.services@caledon.ca; clerk@callander.ca; administration@calvintownship.ca; clerks@cambridge.ca; info@carletonplace.ca; clerksoffice@carling.ca; clerk@carlowmayo.ca; admin@casey.ca; info@casselman.ca; cpage@cavanmonaghan.net; pshipway@centralelgin.org; township@centralfrontenac.com; info@centralhuron.com; ddeforge@centralmanitoulin.ca; clerksoffice@centrehastings.com; kokane@centrewellington.ca; info@chamberlaintownship.com; info@champlain.ca; jonesl@chapleau.ca; cao@chapple.on.ca; info@charltonanddack.com; CKclerk@chatham-kent.ca; psinnamon@chatsworth.ca; info@chisholm.ca; mouellet@clarence-rockland.com; clerks@clarington.net; clerks@clearview.ca; cobalt@cobalt.ca; clerk@cobourg.ca; clerk@cochraneontario.com; brentstdenis@gmail.com; toc@ontera.net; townhall@collingwood.ca; conmee@conmee.com; cityhall@cornwall.ca; clerk@cramahetownship.ca; clerk@dawneuphemia.on.ca; dawsontwp@tbaytel.net; townmail@deepriver.ca; gmaracle@deseronto.ca; mavis@doriontownship.ca; info@dourodummer.on.ca; admin@dnetownship.ca; generalinquiries@dryden.ca; township@dubreuilville.ca; info@dufferincounty.ca; clerks@durham.ca; cao@duttondunwich.on.ca; hbouw@duttondunwich.on.ca; twilbee@dysartetal.ca; eftownship@ear-falls.com; municipality@eastferris.ca; clerks@eastgarafraxa.ca; hvilleneuve@easthawkesbury.ca; ezt@ezt.ca; mail@twpec.ca; rwilliams@twpec.ca; CAO@elgin.ca; mail@elizabethtown-kitley.on.ca; info@city.elliotlake.on.ca; township@emo.ca; slacarte@englehart.ca; dmctavish@enniskillen.ca; dina.lundy@erin.ca; town@espanola.ca; kpascoe@essatownship.on.ca; coeinfo@countyofessex.on.ca; Clerks@countyofessex.ca; clerk@evanturel.com; office@faraday.ca; nvachon@fauquierstrickland.com; cschofield@forterie.ca; town@fort-frances.com; mbouffard@frenchriver.ca; admin@frontofyonge.com; info@frontenaccounty.ca; dplumley@frontenacislands.ca; information@gananoque.ca; townshipofgauthier@hotmail.com; info@gbtownship.ca; bdrury@georgianbluffs.on.ca; info@georgina.ca; gillies@gilliestownship.com; townhall@goderich.ca; lmccabe@goderich.ca; adminoffice@gordonbarrieisland.ca; scarr@gorebay.ca; mail@townofgrandvalley.ca; info@gravenhurst.ca; clerk@greatermadawaska.com; info@greaternapanee.com; clerks@greatersudbury.ca; administration@greenstone.ca; tara.warder@grey.ca; clerks@greyhighlands.ca; clerks@grimsby.ca; info@guelph.ca; general@get.on.ca; info@haldimandcounty.on.ca; mrutter@county.haliburton.on.ca; graham.milne@halton.ca; suzannej@haltonhills.ca; info@hamiltontownship.ca; btocheri@hanover.ca; harlytwp@parolink.net; pinej@hastingscounty.com; info@hastingshighlands.ca; havbelmet@hbmtwp.ca; sgirard@hawkesbury.ca; clerk@headclaramaria.ca; townofhearst@hearst.ca; info@highlandseast.ca; twphill@parolink.net; admin@hiltontownship.ca; info@hiltonbeach.com; aileen.singh@hornepayne.ca; CAO@hortontownship.ca; clerk@howick.ca; admin@hudson.ca; tanya.calleja@huntsville.ca; huronadmin@huroncounty.ca; bknight@huroneast.com; email@huronshores.ca; info@huronkinloss.com; info@ignace.ca; clerks@ingersoll.ca; inquiry@innisfil.ca; JBelhumeur@iroquoisfalls.com; Treasurer@Iroquoisfalls.com;

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The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, October 21, 2025

Resolution # RC25170	Meeting Order: 8
Moved by: [redacted]	Seconded by: [redacted]

WHEREAS the Government of Ontario has introduced new regulations, effective January 1, 2026, requiring grocery stores with over 4,000 square feet of retail space to accept empty alcohol containers and return deposits as a condition of maintaining their liquor licenses; and

WHEREAS many large retailers have raised concerns about this obligation due to logistical challenges, including costs, space limitations, and insufficient infrastructure to manage high volumes of returned containers and local residents in Wawa are very upset that there will be no location in the community or area accepting empty alcohol containers; and

WHEREAS this change may negatively impact vulnerable populations, including low-income individuals who depend on bottle returns as a modest yet vital source of income and will increase the amount of waste being dumped at the municipal landfill; and

WHEREAS the ongoing privatization and deregulation of Ontario's previously effective bottle return program threaten to undermine decades of progress in sustainable waste management, environmental stewardship, and circular economy practices; and

WHEREAS the lack of a clear, accessible, and equitable alternative for recycling alcohol containers may place additional strain on municipal waste systems and contribute to increased environmental degradation;

Page 2...

The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Municipality of Wawa supports the development of an accessible, province-wide, and publicly accountable alcohol container return system that:

1. Protects low-income earners and vulnerable residents who rely on bottle returns;
2. Closes gaps in the deposit-return cycle to reduce landfill waste and environmental harm;
3. Provides adequate infrastructure, training, and support to retailers participating in the return system;
4. Ensures strong, consistent enforcement and oversight of return program compliance;
5. Safeguards the public interest in recycling and waste diversion amid increasing privatization pressures;

AND BE IT FURTHER RESOLVED that the Council urges the Government of Ontario to collaborate meaningfully with municipalities, retailers, environmental organizations, and experts to implement a fair, effective, and inclusive solution that ensures the long-term success of Ontario's deposit-return and recycling systems;

AND BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), and all Ontario municipalities for their support and consideration.

RESOLUTION RESULT	RECORDED VOTE		
☑ CARRIED	MAYOR AND COUNCIL	YES	NO
☐ DEFEATED	Mitch Hatfield		
☐ TABLED	Cathy Cannon		
☐ RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐ PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐ WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk:_____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL
[redacted]	[redacted]

This document is available in alternate formats.

The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, July 15, 2025

Resolution # RC25121	Meeting Order: 8
Moved by: [redacted]	Seconded by: [redacted]

WHEREAS The Beer Store has closed more than 70 of its store locations across the Province since the Ford Government made the decision to end its exclusivity agreement with The Beer Store and allowed other locations like convenience and grocery stores to sell beer, wine and mixed alcoholic drinks; and

WHEREAS many of the retail stores being closed are in small, northern communities such as Chapleau, Atikokan, Powassan and Blind River where The Beer Store is very important to the local community; and

WHEREAS the presence of The Beer Store in Northern Ontario communities and in Wawa, provides good paying jobs, convenient access to beer sales for tourists looking to purchase a variety of Canadian made beer products not carried in other locations and contributes to the local and provincial economy; and

WHEREAS The Beer Store closure in Wawa would lead to job losses in the community and negatively impact the local economy;

NOWTHEREFORE Council of the Municipality of Wawa request that the Provincial Government take the steps necessary to preserve the presence of The Beer Store in small, rural and northern communities and that it request that The Beer Store reconsider its decision to close additional Beer Stores in Ontario, especially in small, northern communities.

AND FURTHER that a copy of this Resolution be forwarded to Premier Doug Ford, Honourable Peter Bethlenfalvy the Minister of Finance, Honourable Victor Fedeli the Minister of Economic Development, Job Creation and Trade, Bill Rosenberg the M.P.P. Algoma-Manitoulin, FONOM, NOMA, and AMO.

RESOLUTION RESULT	RECORDED VOTE		
☑ CARRIED	MAYOR AND COUNCIL	YES	NO
☐ DEFEATED	Mitch Hatfield		
☐ TABLED	Cathy Cannon		
☐ RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐ PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐ WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk:_____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL
[redacted]	[redacted]

This document is available in alternate formats.

October 17, 2025

The Beer Store
Corporate Office | 2258 Coleraine Drive
Bolton, ON L7E 3A9

Attention: Roy Benin

Dear Mr. Benin.

The closing of The Beer Store is the final nail in the coffin for those of us in the town of Wawa who are interested in our environment and recycling. I am not a consumer of alcohol, but since 1992, I have picked up the sad, abandoned packaging others have thrown out on the sides of our roads.

As a volunteer, I have cleaned our outdoors of trash by the truckloads and most of it was made up of beer and wine containers. Having a European background and knowing that even pop cans have a deposit of 10 cents on them there, it is with tears in my eyes that I see the loss of a place to turn in recyclables.

I fought the bureaucracy, wrote to companies and ministers about the abuse of our environment and the renewable resources until finally a deposit was established here in Ontario. The program encourages people to turn in their recyclables rather than putting them in the landfill and the pennies add up.

Here in the north, we live in an "untouched" wilderness and try to promote this for tourism, hunting, and fishing. Often, one of the first stops in town is The Beer Store. Why is this now closed when the nearest store is over 200 km away and there is now no place to accept the empties? Our grocery store had beer and wine when that program was first introduced, but has now cut back as they don't want to accept the recyclables. The one convenience store is also not set up for recyclables and doesn't carry the selection of products The Beer Store did.

So, while it is still possible to purchase a limited selection in our town, the loss of the recycling program affects us deeply. Many organizations, such a skating clubs, hockey teams, Boy Scouts/Girl Guides and even retirees profit from the deposit through bottle drives. These assist the community and keep our outdoors clean to benefit the environment as well. Cans and bottles do not disintegrate in the outdoors. To the contrary, broken glass hurts people and wildlife both. Why are we going backwards on this important recycling project? Why are we in the North forgotten.

We will be drowning in beer cans without a recycling program. What is the solution? Please find one as it is you and this government that have made these changes.

Sincerely,

Karin Grundt
Garbologist
P.O. Box 1430
Wawa, ON P0S 1K0

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca

Tuesday, November 18, 2025

Jessie Labonte
Administrative Assistant
Municipality of Wawa
P.O. Box 500, 40 Broadway Ave.
Wawa, Ontario
P0S 1K0

SENT VIA EMAIL: jlabonte@wawa.cc

RE: Endorsement of the Municipality of Wawa's Resolution – Accessible and Effective Alcohol Container Return System in Ontario

Dear J. Labonte,

Please be advised of the following motion passed at the Monday, November 10, 2025, Goderich Town Council Meeting:

> Moved By: Councillor Thompson
> Seconded By: Councillor Carroll
> That Goderich Town Council supports the resolution from the Municipality of Wawa regarding the Accessible and Effective Alcohol Container Return System in Ontario
>
> **CARRIED**

If you have any questions, please do not hesitate to contact me at 519-524-8344 ext. 210 or afisher@goderich.ca.

Yours truly,

[redacted]

Amanda Banting

Deputy Clerk
/js

Enclosed: Municipality of Wawa's Resolution – Accessible and Effective Alcohol Container Return System in Ontario

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca

Cc: The Honourable Doug Ford, Premier of Ontario, premier@ontario.ca
The Honourable Todd J. McCarthy, Minister of Environment, Conservation and Parks, ` todd.mccarthy@pc.ola.org
The Association of Municipalities of Ontario (AMO), resolutions@amo.on.ca
The Federation of Northern Ontario Municipalities (FONOM), fonom.infor@gmail.com
All Ontario Municipalities

The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 4, 2025

Resolution # RC25177	**Meeting Order: 5**
Moved by: [redacted]	**Seconded by:** [redacted]

WHEREAS this council understands that the need for affordable rental housing not only applies to new builds but also to the protection of existing affordable units; and

WHEREAS the removal of rent control in 2018 on any new residential rental unit opened the door to excessive year over year rent increases and the resulting anxiety and mental anguish that come with unpredictable rental costs and loss of housing security; and

WHEREAS the loss of rent control has caused a high number of people across Ontario to be forced out of their homes due to their inability to afford their rent increases; and

WHEREAS without protection from excessive and malicious rent increases, many Wawa renters will also be at risk of being priced out of their own homes; and

WHEREAS unlimited rent increases can be used as a tool by landlords acting in bad faith to remove existing tenants in order to replace them with new tenants at increased rates; and

WHEREAS providing housing stability, maintaining affordable housing stock, and protecting renters from unfair rent increases is of utmost importance to this council.

WHEREAS This council recognizes that landlords are essential to a flourishing and affordable housing system; and

WHEREAS maintaining Northern Ontario as a location that is attractive to landlords is of utmost importance.

Page 2.....

The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

NOW THEREFORE BE IT RESOLVED that Council of the Corporation of the Municipality of Wawa request the Province of Ontario provide adequate protection against excessive and malicious rent increases for all rental units occupied for residential purposes while maintaining the ability for landlords to operate a viable and sustainable business, and that the Clerk for the Municipality of Wawa send a letter to Honourable Doug Ford Premier of Ontario, MPP Bill Rosenberg, MP Terry Sheehan, and other municipalities throughout Ontario for their endorsement consideration.

RESOLUTION RESULT	RECORDED VOTE		
☑ CARRIED	MAYOR AND COUNCIL	YES	NO
☐ DEFEATED	Mitch Hatfield		
☐ TABLED	Cathy Cannon		
☐ RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐ PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐ WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk:_____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL
[redacted]	[redacted]

This document is available in alternate formats.

The Corporation of the
County of Northumberland
555 Courthouse Road
Cobourg, ON, K9A 5J6

Northumberland County
Council Resolution

SENT VIA EMAIL **November 25, 2025**

Right Honourable Mark Carney (Prime Minister of Canada),
Honourable Jill McKnight (Minister of Veterans Affairs and Associate Minister of National Defence),
Honourable Andrew Scheer (Acting Leader of the Official Opposition),
Philip Lawrence (Member of Parliament for Northumberland-Clarke),
Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland - Peterborough South),
Federation of Canadian Municipalities (FCM),
Association of Municipalities of Ontario (AMO),
All Ontario Municipalities

Re: Correspondence, Municipality of Shuniah
'Increased Income Support Thresholds for Veterans'

At a meeting held on November 19th, 2025 Northumberland County Council approved Council Resolution # 2025-11-19-926, adopting the below recommendation from the November 5, 2025 Social Services Committee meeting:

Moved by: Councillor Lucas Cleveland
Seconded by: Councillor Mandy Martin

"**That** the Social Services Committee support the correspondence from the Municipality of Shuniah regarding 'Increased Income Support Thresholds for Veterans' for information; and

Further That the Committee recommend that County Council support this correspondence."

Council Resolution # 2025-11-19-926 **Carried**

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

Sincerely,
Tonia Bennett
[redacted]
Manager of Legislative Services / Clerk
Northumberland County

Council Resolution

Moved By L. Cleveland [redacted]

Seconded By M. Martin

Agenda Item 10

Resolution Number 2025-11-19- 926

Council Date: November 19, 2025

"**That** Council adopt all recommendations from the five Standing Committees, as contained within the Committee Minutes (meetings held November 3rd, 4th and 5th, 2025), with the exception of the following items (referenced from the Standing Committee Minutes), that will be held for discussion:

- Economic Development Committee, Item 7.a, Correspondence, Future of Community Natural Gas Expansion' - **Held by Councillor Cleveland**
- Economic Development Committee, Item 7.c, Correspondence, Great Lakes and St. Lawrence Cities Initiative '2024 Annual Report and Presentation – **Held by Councillor Cleveland**
- Economic Development Committee, Item 8.c, Report 2025-219 'Alnwick/Haldimand Plan of Subdivision-D12-AH2301 (New Danforth)- **Held by Councillor Cleveland**
- Social Services Committee, Item 9.b, 310 Division Street Community Liaison Committee, Meeting Minutes– **Held by Councillor Cleveland**

And Further That the items listed above and held for separate discussion each require a separate resolution."

Recorded Vote Requested by _____ [redacted]

Councillor's Name **Warden's Signature**

Deferred _____ **Defeated** _____

Warden's Signature **Warden's Signature**

Social Services Committee Resolution

Committee Meeting Date: November 5, 2025

Agenda Item: 7.b

Resolution Number: 2025-11-05-887

Moved by: [redacted]

Seconded by: [redacted]

Council Meeting Date: November 19, 2025

"**That** the Social Services Committee support the correspondence from the Municipality of Shuniah regarding 'Increased Income Support Thresholds for Veterans' for information; and

Further That the Committee recommend that County Council support this correspondence."

Carried [redacted]
Committee Chair's Signature

Defeated _____
Committee Chair's Signature

Deferred _____
Committee Chair's Signature

MUNICIPALITY OF
SHUNIAH

COUNCIL RESOLUTION

Resolution No.: 295-25

Date: Sep 23, 2025

Moved By: [redacted]

Seconded By: [redacted]

THAT Council hereby receives and supports the resolution from Perry regarding Increased Income Support Thresholds for Veterans;

AND THAT Council directs the Clerk to forward a copy of this resolution to Prime Minister Mark Carney, Minister of Veterans Affairs Jill Mcknight, Leader of the Conservative Party of Canada Pierre Poilievre, Leader of the Bloc Quebecois Yves-Francois Blanchet, Member of Parliament for Thunder Bay Superior-North Patty Hajdu, the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities;

AND THAT the same be filed in the Clerk's Office.

☑ **Carried** ☐ **Defeated** ☐ **Amended** ☐ **Deferred**

[redacted]

Signature

The Corporation of the Township of Perry

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Date: September 3, 2025

Resolution No.: **2025-** 310

Moved By: Joe Lumley **Seconded By:** Paul Sowrey

Whereas the Township of Perry recognizes the selfless service and enduring sacrifices made by Canadian Armed Forces veterans in the defence of our country and values;

Whereas the 2021 Census, conducted by Statistics Canada, identified more than 460,000 veterans residing across Canada, a significant population segment deserving of comprehensive, accessible, and modernized federal support;

Whereas Veterans Affairs Canada (VAC) currently administers income support programs to assist veterans in need, including the Income Replacement Benefit (IRB) program;

Whereas the eligibility threshold for the Income Replacement Benefit (IRB) program which was created in 2019 – set at $20,000 annually for a single-person household – fails to reflect today's economic reality, particularly in light of inflation, soaring housing costs, and the general increase in cost of living;

Whereas such low eligibility thresholds may disincentivize employment and community participation by penalizing veterans for earning beyond an outdated benchmark, thereby discouraging reintegration and contribution to civic life;

Whereas it is the duty of all levels of government to stand in unified support of our veterans and to advocate for policy changes that enable them to live with dignity and financial stability;

Therefore, be it resolved that the Council of the Corporation of the Township of Perry formally calls on the Government of Canada and all federal parties to increase the eligibility threshold for the Income Replacement Benefit (IRB) program from $20,000 to no less than $40,000 annually for a single-person household; and

That Council urges Veterans Affairs Canada to review all income support programs with the intent to modernize eligibility criteria in line with the current cost of living across Canada;

That this motion be formally endorsed and sent to:
- The Right Honourable Mark Carney, Prime Minister of Canada;
- The Honourable Jill McKnight, Minister of Veterans Affairs;
- The Honourable Andrew Scheer, Acting Leader of the Official Opposition;
- Scott Aitchison, Member of Parliament for Parry Sound-Muskoka;
- All 444 municipalities across the Province of Ontario;
- The Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO) for broader distribution and endorsement;

Carried: ✓ **Defeated:** _____ [redacted]

Norm Hofstetter, Mayor

RECORDED VOTE			
Council		**For**	**Against**
Councillors	Jim Cushman		
	Joe Lumley		
	Margaret Ann MacPhail		
	Paul Sowrey		
Mayor	**Norm Hofstetter**		

The Corporation of the
County of Northumberland
555 Courthouse Road
Cobourg, ON, K9A 5J6

Northumberland County
Council Resolution

SENT VIA EMAIL **November 25, 2025**

All Ontario Municipalities

Re: Correspondence, Great Lakes and St. Lawrence Cities Initiative '2024 Annual Report and Presentation'

At a meeting held on November 19th, 2025 Northumberland County Council approved Council Resolution # 2025-11-19-929, adopting the below resolution:

Moved by: Councillor Lucas Cleveland
Seconded by: Councillor Robert Crate

"**Whereas** the Economic Development, Tourism, and Land Use Planning Committee (November 5, 2025) considered Correspondence, Great Lakes and St. Lawrence Cities Initiative '2024 Annual Report and Presentation', and County Council identified this item for separate discussion at the November 19, 2025 County Council meeting;

Now Therefore Be It Resolved That County Council adopt the following:

- **That** County Council approve the Northumberland County Warden to serve as the Northumberland County representative to the Great Lakes and St. Lawrence Cities Initiative and direct staff to submit a membership application.

Further That this motion be distributed to all Ontario municipalities."

Council Resolution # 2025-11-19-929 **Carried**

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

Sincerely,
Tonia Bennett

[redacted]

Manager of Legislative Services / Clerk
Northumberland County

Council Resolution

Moved By (L.C.) L. Cleveland

Seconded By (B.C.) R. Crate

Agenda Item 11.b (2)

Resolution Number 2025-11-19- 929

Council Date: November 19, 2025

"**Whereas** the Economic Development, Tourism, and Land Use Planning Committee (November 5, 2025) considered Correspondence, Great Lakes and St. Lawrence Cities Initiative '2024 Annual Report and Presentation', and County Council identified this item for separate discussion at the November 19, 2025 County Council meeting;

Now Therefore Be It Resolved That County Council adopt the following:

- **That** County Council approve the Northumberland County Warden to serve as the Northumberland County representative to the Great Lakes and St. Lawrence Cities Initiative and direct staff to submit a membership application.

Further That this motion be distributed to all Ontario municipalities."

Recorded Vote Requested by [redacted]

Councillor's Name **Warden's Signature**

Deferred _____ **Defeated** _____

Warden's Signature **Warden's Signature**



GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT

Mayors Securing the Future of Our Basin

Annual Report 2024

Great Lakes and St. Lawrence Cities Initiative
P.O. Box 1332 New Lenox, IL 60451
312.201.4518

www.glslcities.org

Executive Summary

A YEAR OF ACCOMPLISHMENTS

In 2024, our organization deepened its commitment to fostering resilient and thriving communities across the Great Lakes and St. Lawrence River Basin, emerging as a leading advocate for preparing for a changing climate and advancing sustainable economic development. With over 70 organizations (business, government, and non-profit partners) joining the Mayors Commission on Economic Transformation, we have built an unprecedented coalition to chart the development of our region's economy. We remain dedicated to a prosperous and sustainable future for all our communities — that means ensuring that your residents have access to good jobs, reliable and safe infrastructure, communities that are resilient to extreme weather, and access to all the opportunities that come with being in a region that makes up over 80 percent of North America's fresh water.

$420 M

Supported the launch of the independent **Canada Water Agency** and securing the first phase of funding under Canada's **$420 million** Great Lakes and St. Lawrence River protection commitment.

UP TO $425 M

Provided project planning and grant support for **62 projects** through the **Resilient Coastal Projects Initiative** for a total project value of up to **$425 million.***

$400 M

Advocated for nearly **$400 million** in funding to prevent the devastating spread of invasive carp through the Brandon Road Interbasin Project.

450

Trained approximately **450 participants** through webinars, workshops, and sessions on sustainable solutions for coastal resilience challenges.

OVER 750

Presented at various conferences to a **total audience of over 750**, highlighting the climate action initiatives spearheaded by the Cities Initiative and its members.



Photo by Ryan Hagerty/USFWS



350

Hosted **12 workshops** with industry, agency, and non-profit partners in The Blue Mountains, Montreal, and Upstate New York with a **total of 350 people participating.**

OVER $2 B

Helped secure over **$2 billion** for water infrastructure funding across Canada to accelerate housing construction in our basin.

Letter from Our Co-Chairs

Dear Members,

As we reflected on 2024, our organization celebrated a year of delivering meaningful support to advance your priorities. We provided and secured financial resources, technical training, and instructional programs to help you and your staff implement effective green solutions for challenges facing your communities. We also worked alongside you and your teams to advocate for legislation and policies that improved your residents' lives. Our coalition grew to nearly 270 communities, supported by a dedicated team committed to providing the resources needed to make a real difference.

As mayors, we understood the immense challenges faced by our communities, especially when resources were limited. Our organization remained hyper-focused on helping your residents live healthy and fulfilling lives. Our mission was to safeguard the resilience and success of all communities across the basin for future generations.

Protecting the environment and a freshwater resource that is the envy of the world was critical to our region's ongoing success and ability to attract the best and brightest people, companies, and changemakers. We empowered you and your staff to address the most pressing issues impacting your residents, including flooding, coastal erosion, aging infrastructure, and ensuring that every resident had access to clean and affordable water.

We also recognized the potential for our basin to become a leading blue-green economic corridor. In 2025, our Mayors Commission on Economic Transformation planned to deliver a 10-year plan to remake our fresh coast economy and ensure that the basin remained an ideal place to live, work, invest, and play for the next 50 years.

We looked forward to your continued commitment to the Cities Initiative. Please review this report, and don't hesitate to reach out with any questions or concerns. Let's aim to make 2025 an even more successful year for our coalition.

Mayor Gino Moretti, Co-Chair
Saint-Anicet, QC



Mayor Ryan Sorenson, Co-Chair
Sheboygan, WI



Protecting Our Environment. Securing Our Future.

KEY DELIVERABLES ACHIEVED

1 Advocated for the Brandon Road Interbasin Project, unlocking **$274 million** in federal funding and **$114 million** in non-federal funding, advancing the project to the construction phase to **prevent the spread of invasive carp.**

2 Pushed for the **implementation of the CAD $500 million Blue Fund in Québec** through increased royalties on important water users to finance water-quality protection initiatives, including **$80 million** for water-infrastructure including upgrades.

3 Supported the launch of the independent **Canada Water Agency** to strengthen coordination of freshwater policy and securing the roll out of the first phase of enhanced funding under Canada's **$420+ million** Great Lakes and St. Lawrence River protection commitment.

4 **Endorsed the Great Lakes Restoration Initiative (GLRI) Act of 2024,** encouraging the U.S. Congress to extend the GLRI's authorization for an additional five years while increasing spending to **$500 million** annually.

5 Advocated to the U.S. Environmental Protection Agency for fair distribution of lead service line funding under the **Infrastructure Investment and Jobs Act**, resulting in funding increases for five of eight Great Lakes states and a **$16 million award to Milwaukee** for lead service line replacement funding.

over **$1.9B** Funding Secured Thanks to the Cities Initiative





Coastal and Climate Resilience

US PROGRAMMING

40

Provided training and technical assistance to **40 communities,** including **28 vulnerable ones**, though our Initiative for Resilient Great Lakes Coasts partnership program with NOAA.

up to $425M

Provided project planning and grant support for **62 projects** through the Resilient Coastal Projects Initiative for a total project value of up to **$425 million.***

22

Provided engineering and design support for **22 projects** through our coastal programs, moving these projects one step closer to construction.

over $24M

Submitted over **$24 million in grant applications to American funding** agencies for new programming at the Cities Initiative to support our members with their resilience and source water protection concerns.



ONTARIO, CA

Pursuing new federal program funding in partnership with **Conservation Ontario** and over 15 member municipalities to create **new coastal programs** on three Great Lakes over the next three years.



QUÉBEC, CA

Working to foster stakeholder collaboration among municipalities from **Greater Québec City with a hands-on workshop** to support the metropolitan community's climate adaptation mandate.

*Source: Estimated average funding per project based on 2024 data from the National Oceanic and Atmospheric Administration (NOAA), indicating Coastal Resilience projects at approximately $6.88 million each.





Enhancing International Cooperation and Influence

Signed a Memorandum of Understanding with the **Council of the Great Lakes Region** — an organization dedicated to maintaining the Great Lakes region's economic competitiveness through sustainable development — to help guide our new strategic pillar on Economic Transformation.

Established a **Memorandum of Cooperation with Conservation Ontario** to address coastal erosion, flooding and storm impacts for member communities in addition to partnering on a briefing for elected officials at the **Association of Municipalities of Ontario's Annual Conference in Ottawa.**

Recruited more than 70 businesses, government agencies, and non-profit organizations to serve as **advisors to the Mayors Commission on Economic Transformation.**

Co-organized a **Mayoral Reception at the Dutch Ambassador's residence** with Climate Mayors and Mississippi River Cities and Towns Initiative, which was attended by more than 100 thought leaders and government officials, including Senator Amy Klobuchar of Minnesota and John Podesta, Senior Advisor to the President for Clean Energy Innovation and Implementation.

Hosted an educational public event in Chicago entitled, "Honoring Our Waters," to **showcase strong partnership between Indigenous and Municipal leaders,** co-hosted by our partners at the Biinaagami Initiative, Canadian Geographic, Swim Drink Fish, and the City of Chicago.



2024 Highlights

BUILDING A SUSTAINABLE FUTURE FOR THE BASIN



Great Lakes Coastal Resiliency Study

Hosted a high-impact policy roundtable in Washington D.C., led by the Mayors Commission on Coastal Resilience, to strengthen municipal engagement with the Great Lakes Coastal Resiliency Study. This event featured Major General Mark C. Quander, Commander of the Great Lakes and Ohio River Division of the U.S. Army Corps of Engineers, alongside other key project partners, resulting in a renewed commitment to collaborative resilience planning and actionable support for Great Lakes communities.



Great Lakes Lead Pipes Partnership at the Water Summit

Launched the Great Lakes Lead Pipes Partnership at the White House Water Summit in April 2024, led by three Mayors Commission on Water Equity members – Mayor Brandon Johnson of Chicago, Mayor Mike Duggan of Detroit, and Mayor Cavalier Johnson of Milwaukee – to expedite lead service line replacement in Great Lakes big cities with the heaviest lead burdens.







Basin-Wide Declaration Signed by Major Cities and Endorsed by All Members

With record attendance, the Cities Initiative's launched the Mayors Commission on Economic Transformation at its 2024 Annual Conference in Montréal, QC. Mayors Valérie Plante of Montréal, Mayor Brandon Johnson of Chicago, IL and Mayor Cavalier Johnson of Milwaukee, WI signed a declaration, endorsed by all Cities Initiative members, to collaborate on an Action Plan that will guide the way for our region to become a leading blue-green economic corridor

Québec Government's New Maritime Strategy

Teamed up with the Québec Union of Municipalities and the Saint-Lawrence Economic Development Network to position mayors and industry leaders as key partners as the Québec government renews its maritime strategy. This vital and strategic industry supports over 27,000 jobs in the province, and more than 350,000 jobs across the Great Lakes-St. Lawrence Seaway, while connecting the heart of North America to the Atlantic Ocean.

Be a Part of Economic Transformation

A shift from traditional industry to a sustainable blue-green economic corridor that attracts eco-friendly industries, revitalizes waterfronts, adopts renewable energy, and enhances water-based commerce, establishing the Great Lakes and St. Lawrence River Basin as a leader in sustainable development while preserving freshwater resources for future generations.

GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT



Today, the economy and environment are inextricably linked, and our success depends on integrating them seamlessly. Our 2024 initiatives—Coastal and Climate Resilience, Economic Transformation, and Enhancing International Cooperation and Influence—are vital to unlocking the Great Lakes and St. Lawrence River Basin's immense growth potential for the next 50 years. Building a blue-green economic corridor is essential for driving sustainable progress in our communities while protecting the invaluable resources that define our region.

— Jon Altenberg, CEO, Great Lakes and St. Lawrence Cities Initiative

Great Lakes and St. Lawrence Cities Initiative
P.O. Box 1332 New Lenox, IL 60451
312.201.4518

www.glslcities.org

[1] Photo Credit: USEPA Environmental Protection Agency











THE FUTURE OF FRESH WATER

Mark your calendar now for May 14-16, 2025, in Milwaukee!





Introducing the Cities Initiative

Local government leaders at the heart of North America

L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT
GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE

ABOUT US

GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT

THE CITIES INITIATIVE



Founded in 2003 by the Mayors of Chicago and Toronto to:

- Give communities in the region a **voice in protecting and managing the Great Lakes and St. Lawrence**
- Unite cities that share a critical resource that:
  - Provides **drinking water to 40 million Canadians and Americans**
  - Supports an **$10T regional economy**

GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT

OUR MISSION

We are a **multinational coalition of local government leaders** working to:

- **promote economic prosperity**
- **protect our fresh water** for the benefit of current and future generations.

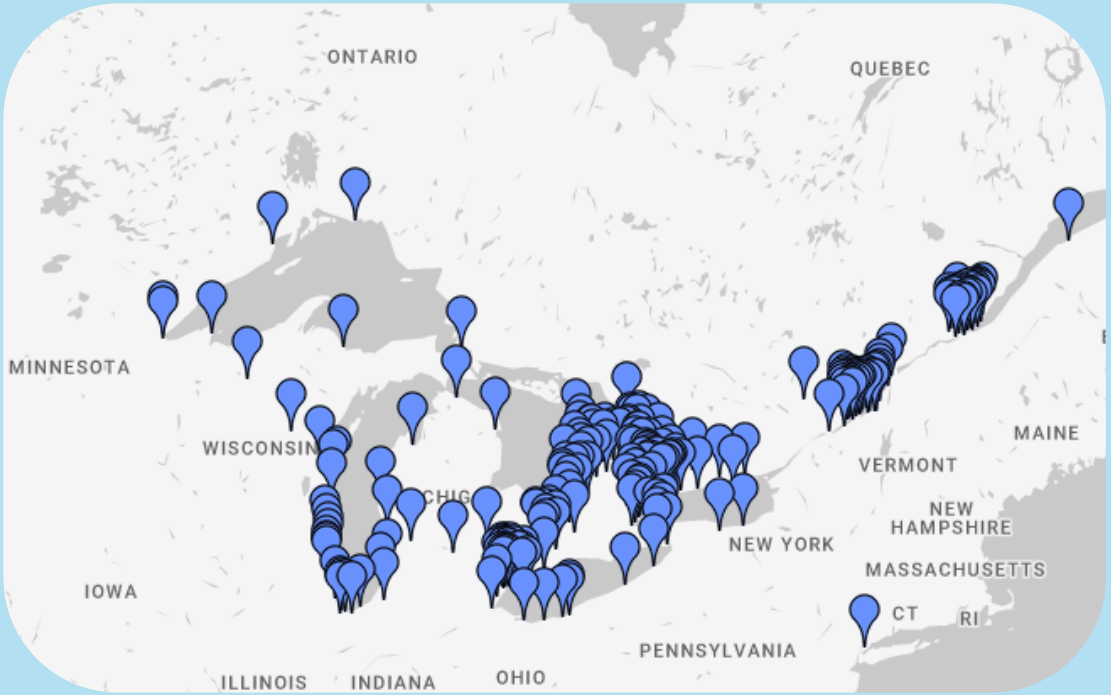




GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT

A GROWING COALITION

- Cities Initiative members **represents more than 350 communities and over 21 million residents** across the region
- Membership **spans from Duluth, MN to Gaspé, QC**
- Broadening our coalition with **Tribes and First Nations**
- **New Allies program** of associate memberships for non-profits, colleges/universities



GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT

OUR PILLARS & PRIORITIES



Healthy Lakes and Rivers



Climate and Coastal Resilience



Safe and Affordable Water



Economic Transformation

GREAT LAKES AND ST. LAWRENCE CITIES INITIATIVE
L'ALLIANCE DES VILLES DES GRANDS LACS ET DU SAINT-LAURENT

ECONOMIC TRANSFORMATION

ECONOMIC TRANSFORMATION ACTION PLAN

- **Launched Sept 24** in NYC as part of Climate Week
- More than **60 attendees**, including Mayors Johnson (Chicago), Plante (Montréal), and Bibb (Cleveland)
- Broadcast online live for press in the region to tune in





GREAT LAKES AND ST. LAWRENCE CITIES INITIATIVE
L'ALLIANCE DES VILLES DES GRANDS LACS ET DU SAINT-LAURENT

ECONOMIC TRANSFORMATION ACTION PLAN

- **One Vision: Develop the Fresh Coast Economic Corridor**
- Five Regional Goals
- Four Transformational Pillars
- 17 Strategies, 76 Actions, and 12 Program Concepts



FRESH COAST™
ECONOMIC CORRIDOR

Scan to consult our Action Plan

GREAT LAKES AND ST. LAWRENCE CITIES INITIATIVE
L'ALLIANCE DES VILLES DES GRANDS LACS ET DU SAINT-LAURENT

REGIONAL GOALS

1. ATTRACT HALF A MILLION NEW BUSINESSES
2. CREATE 18 MILLION NEW JOBS
3. AVOID INCREASE IN % WATER LOSS
4. IMPROVE WATER QUALITY FROM "FAIR" TO "GOOD"
5. REDUCE EMISSIONS BY 300 MILLION MT

Together, let's build a prosperous, resilient, and sustainable future for the Great Lakes and St. Lawrence River Region.

GREAT LAKES AND ST. LAWRENCE CITIES INITIATIVE
L'ALLIANCE DES VILLES DES GRANDS LACS ET DU SAINT-LAURENT

CANADA-U.S. RELATIONS

A GREAT LAKES-ST. LAWRENCE STRONG RESPONSE

- Given the current climate, the Cities Initiative provides a **network of municipal leaders and partners dedicated to maintaining strong ties** between both nations

- In February, we took our ***Great Lakes-St. Lawrence Strong*** **position** on the trade war and launched a binational Mayors Transition Team to strategize on new CAD and U.S. federal governments and current trade context

- Reinforced during Great Lakes Day in D.C. and at our May 2025 Annual Conference in Milwaukee

#GLSLSTRONG



GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT

ENGAGING WITH US

MEMBER ENGAGEMENT

POLICY & ADVOCACY

- Mayors Commissions
- U.S. and Canadian Days on the Hill
- Policy Resolutions



COLLABORATION & LEARNING

- Project-based partnerships
- Conferences
- International Events
- Webinars



STRATEGIC INPUT

- Board of Directors
- Ontario Regional Advisory Council
- Industry Leaders Circle



GREAT LAKES AND ST. LAWRENCE CITIES INITIATIVE
L'ALLIANCE DES VILLES DES GRANDS LACS ET DU SAINT-LAURENT

MAYORS COMMISSIONS

COMMISSIONS

- Water Access
- Community Resilience
- Economic Transformation

CORE FUNCTIONS

- Policy Development
- Advocacy
- Regional Collaboration
- Media Engagement





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MAYORS COMMISSIONS

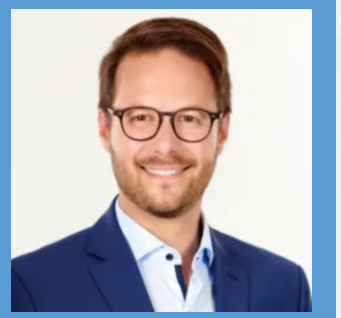
COMMUNITY RESILIENCE






Help municipalities plan for, and take action to strengthen their **resiliency to impacts from climate change**

WATER ACCESS



Promote equitable access to safe and affordable water for all residents of our region

ECONOMIC TRANSFORMATION








Transform our region into a thriving Fresh Coast Economic Corridor by promoting sustainable, inclusive, and resilient economic development and freshwater stewardship

GREAT LAKES AND ST. LAWRENCE
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- **REGION-WIDE COLLABORATION –** Build relationships with local leaders from ON, QC and the US
- **DIRECT ADVOCACY –** Help move forward your priorities with provincial and federal officials
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- **WEGE AWARD –** Annual prize of up to $7,500 for communities with populations under 100,000 that advance innovative water solutions
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GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
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UPCOMING EVENTS

- **November 13 – Ontario Water Leaders Summit –** Oakville, ON
- **December 8 – Great Lakes-St. Lawrence Day on the Hill –** Ottawa, ON
- **March 2026 – Great Lakes Day –** Washington, DC
- **May 6- 8, 2026 – 2026 Annual Conference –** Hamilton, ON



GREAT LAKES AND ST. LAWRENCE CITIES INITIATIVE
L'ALLIANCE DES VILLES DES GRANDS LACS ET DU SAINT-LAURENT



Scan to register for the Ontario Water Leaders Summit

Thank You! Questions?

Phil Murphy-Rhéaume
COO / Canadian Managing Director
phillipe.murphy-rheaume@glslcities.org



ANNEX – MAYORS COMMISSIONS

MAYORS COMMISSION ON WATER ACCESS

Leadership in Canada: Grey County (ON), Repentigny (QC)

Mission Statement: *Ensuring access to safe, secure and affordable drinking water; and safekeeping the water quality and ecosystems health of our lakes and rivers.*

Priority areas:

- Ensure dedicated **long-term, predictable funding for water, wastewater and stormwater infrastructure** that is not in competition with other needs. (mix of shovel-ready and other projects)
- Supporting the implementation of historic **freshwater funding** from the federal government, including direct funding in municipal projects.
- Working towards better **public access** to water assets in our regions
- Tackling **emerging pollutants and invasive aquatic species** through better monitoring, adapted standards and increased enforcement
- Supporting the **bi-national legal framework** protecting Great Lakes water quality

MAYORS COMMISSION – COMMUNITY RESILIENCE

Leadership in Canada: Tecumseh (ON), Contrecoeur (QC)

Mission Statement: *Supporting our communities in their adaptation to climate change, striving for resilience of the municipalities and their infrastructure against erosion, urban flooding.*

Priority areas:

- Securing appropriate **funding for municipal resilience programs**, especially through the Disaster Mitigation and Adaptation Fund – Advocacy through the Climate Proof Coalition.
- Building **municipal capacity** through resilience programming, best practices and federal programs such as the Flood Hazard Identification and Mapping Program
- Re-establishing the **shoreline erosion funding** that had been canceled in 1997.

MAYORS COMMISSION – ECONOMIC TRANSFORMATION

Leadership in Canada: Cobourg (ON), Montréal (QC), Québec City (QC)

Mission Statement: *Charting a roadmap for the region and our cities to ensure that economic development goes hand in hand with climate action and social equity.*



Priority areas:

- Attracting **new sustainable jobs and industries** in the region, as well as supporting the creation of new regional industrial champions.
- Supporting the development of a **decarbonised energy grid** and the decarbonisation of municipal energy utilities.
- Expanding **decarbonised shipping,** supporting a modal shift to maritime/rail shipping, with better integration of the cities and their ports.
- **Redeveloping our waterfronts** to foster resilience, multi-use and publicly accessible areas in the city that support increased life quality, new developments and public access.

Callander

MUNICIPALITY OF CALLANDER Tuesday, November 18, 2025

Moved by Councillor	___ Carr	___ Dell	✓ McMartin	___ Smit
Seconded by Councillor	___ Carr	✓ Dell	___ McMartin	___ Smit

RESOLUTION NO. 2025/11/342

That Report 2025-072 ADMIN: Request for Support for Moratorium on Glyphosate Spraying in Timiskaming Forest be received, and

That Council support the Township of Larder Lake's Resolution #18 by forwarding a copy of this resolution of support, along with a copy of Resolution #18, to the appropriate provincial ministries, agencies, and municipalities as outlined in the request from the Township of Larder Lake regarding the aerial spraying of glyphosate-based herbicides in the Timiskaming Forest, and

That staff be directed to prepare and send the attached letter to the Minister of Natural Resources and Forestry, Minister of Health, Vic Fedeli, MPP Nipissing, the Association of Municipalities of Ontario and the Federation of Northern Ontario Municipalities, requesting that aerial spraying of glyphosate not proceed due its potential impact on water quality, ecosystems, and public health.

[redacted]

Mayor

CARRIED / DEFEATED / AMENDED / DEFERRED

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE
69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1L0
PH: 705-643-2158 FAX: 705-643-2311
LARDERLAKE.CA

September 10, 2025

To whom it May Concern:

RE: Resolution #18, September 9, 2025 - Resolution Requesting a Moratorium on Aerial Spraying of Glyphosate in the Timiskaming Forest

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Please be advised that at the Township of Larder Lake's Regular Council Meeting held on Tuesday, September 9th, 2025, the following resolution was adopted:

Moved by: Councillor Armstrong
Seconded by: Councillor Kelly

CARRIED

WHEREAS the Province of Ontario, through the Ministry of Natural Resources and Forestry, plans to begin aerial spraying of glyphosate-based herbicides starting on or before August 10th, 2025, in the Timiskaming Forest; and

WHEREAS the Timiskaming Forest covers a significant portion of the Municipality of Larder Lake, and this activity may impact residents and ecosystems; and

WHEREAS new scientific evidence published since Health Canada's last assessment of glyphosate in 2017 has linked glyphosate-based end-use products to cancer, metabolic and neurological diseases, reproductive toxicity, and ecosystem harm; and

WHEREAS the Province of Quebec banned the use of glyphosate for forestry purposes in 2001 and replaced aerial herbicide spraying with manual forest thinning as a safer alternative forest management method; and

WHEREAS many residents have expressed concern regarding the potential environmental and public health risks associated with aerial spraying of glyphosate-based herbicides;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Larder Lake formally requests that the Honourable Mike Harris Jr., Minister of Natural Resources and Forestry, reconsider the planned use of glyphosate-based herbicides in the Timiskaming Forest and suspend the aerial spraying initiative until further independent research and updated risk assessments are completed and reviewed; and

BE IT FURTHER RESOLVED THAT this resolution be forwarded to:

The Honourable Mike Harris Jr., Minister of Natural Resources and Forestry

The Honourable Sylvia Jones, Minister of Health

MPP John Vanthof, Timiskaming–Cochrane

AMO (Association of Municipalities of Ontario)

FONOM (Federation of Northern Ontario Municipalities)

All municipalities within Northeastern Ontario

Sincerely,



Crystal Labbe
CAO/ Clerk Treasurer

The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 18, 2025

Resolution # RC25195	**Meeting Order: 7**
Moved by: [redacted]	**Seconded by:** [redacted]

WHEREAS The Government of Ontario has passed Bill 5, Protect Ontario by Unleashing Our Economy Act, 2025, aiming to facilitate and accelerate resource development in Northern Ontario; and

WHEREAS Bill 5 presents far-reaching implications for municipalities, First Nations, and Indigenous communities across Northern Ontario—particularly affecting natural ecosystems and regions where women, Two-Spirit, and gender-diverse people have historically borne the brunt of unchecked development and continue to face systemic disparities and heightened risks tied to resource extraction; and

WHEREAS Women are too often included in economic and development decisions as an afterthought, rather than as proactive and central stakeholders, despite their increasing presence in leadership across municipalities, First Nations governments, community services, and economic development organizations; and

WHEREAS First Nations of Ontario women continue to be underrepresented at decision-making tables, despite significant leadership: as of recent reports, women hold over 35% of elected Chief positions in First Nations of Ontario, and significantly more leadership positions within community organizations, health, and education boards - positions that bring deep experience in balancing development with community well-being; and

WHEREAS The legacy of natural resource development in Northern Ontario has contributed to environmental degradation and social disruption, including clear links to the ongoing crisis of Missing and Murdered Indigenous Women, Girls, and Two-Spirit People (MMIWG2S); and

WHEREAS The National Inquiry into Missing and Murdered Indigenous Women, Girls, and Two-Spirit People (MMIWG2S) identified extractive industries as a key contributor to increased vulnerability to violence, especially in isolated development zones lacking oversight and safeguards; and

Part 2…

The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

WHEREAS Resource extraction has historically contributed to environmental degradation, increased cost-of-living, housing instability, and elevated levels of gender-based violence, particularly in rural and remote areas; and

WHEREAS Without gender-based and culturally informed planning, development under Bill 5 risks reproducing the same harmful patterns of exclusion, exploitation, and environmental harm that have characterized previous waves of resource development; and

WHEREAS Development under Bill 5 also presents opportunities for women's economic empowerment—including entry into skilled trades, environmental monitoring, and leadership roles in infrastructure and project planning—if such pathways are made intentional, accessible, and equitable; and

WHEREAS Environmental degradation is directly linked to the health and well-being of women and children, particularly in remote and Indigenous communities where access to clean water, healthy food systems, and cultural practices are tied to land-based knowledge; and

WHEREAS The Province of Ontario has an obligation to ensure that economic growth is not achieved at the expense of women's safety, human rights, or environmental integrity.

NOW, THEREFORE, BE IT RESOLVED THAT The Corporation of the Municipality of Wawa calls on the Province of Ontario to:

1. Ensure that women, Two-Spirit, and gender-diverse people—particularly from Indigenous and Northern communities—are actively engaged at the forefront of all planning, consultation, and implementation processes under Bill 5, from concept to completion;

2. Establish a dedicated Ministerial role or mandate for overseeing and safeguarding women's rights, safety, and economic opportunity throughout the resource development process, including authority to apply gender-based impact assessments to proposed projects;

3. Mandate gender-based and intersectional impact assessments be carried out on all developments enabled by Bill 5, particularly with regard to safety, housing, transportation, healthcare access, and cultural impacts on women and girls;

Part 3...

The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

4. Ensure environmental protections are explicitly tied to community health outcomes, especially for women and children, by investing in environmental monitoring and enforcing strong environmental safeguards tied to traditional ecological knowledge and include community-led, land-based health indicators;

5. Invest in training, apprenticeship, and leadership programs to ensure women and girls—particularly those in remote, Indigenous, and underserved communities—can access opportunities in the skilled trades, environmental sciences, project management, and public service tied to resource development;

6. Recognize and act on the findings of the MMIWG2S Inquiry by implementing protective measures around development zones, including funding for shelters, safe transportation, trauma-informed care, community safety initiatives, and anti-violence strategies embedded in community agreements;

7. Publish annual, public-facing progress reports on the gendered impacts of development under Bill 5, including employment statistics, leadership inclusion, environmental outcomes, and indicators of community safety and wellness; and

BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Premier of Ontario, the Minister of Energy and Mines, the Minister of Indigenous Affairs and First Nations Economic Reconciliation, the Associate Minister of Women's Social and Economic Opportunity, Minister of Municipal Affairs and Housing, and the Minister of the Environment, Conservation and Parks, FONOM, NOMA, as well as all Northern Ontario municipalities and First Nations governments.

RESOLUTION RESULT	RECORDED VOTE		
☑ CARRIED	MAYOR AND COUNCIL	YES	NO
☐ DEFEATED	Mitch Hatfield		
☐ TABLED	Cathy Cannon		
☐ RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐ PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐ WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk:_____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL
[redacted]	[redacted]

This document is available in alternate formats.

November 19, 2025

To our Municipal Clients:

Re: *Water and Wastewater Public Corporations Act, 2025*

In our continued efforts to keep our clients up to date on legislative changes that may impact them, we are writing to inform you that the provincial government has introduced the *Water and Wastewater Public Corporations Act, 2025* (W.W.P.C.A.), as presented in Schedule 16 of Bill 60, *Fighting Delays, Building Faster Act, 2025*.

This letter provides a summary and preliminary analysis of the proposed W.W.P.C.A.

1. Background

The W.W.P.C.A. allows the Minister of Municipal Affairs and Housing to designate a corporation as a water and wastewater public corporation (W.W.P.C.) to provide water and sewage services on behalf of the lower-tier municipalities prescribed by the regulations.

These W.W.P.C.s will own and operate the municipal water and sewage systems, with their own governance structure and rate-setting capabilities.

On October 28, 2025, the Province held a technical briefing for Bill 60 to present the Bill's contents and answer attendees' questions. As part of this briefing, the Province outlined their proposed amendments to the *Municipal Act, 2001* under Bill 60 (Schedule 7), which will transfer jurisdiction of the water and sewage public utilities from the Regional Municipality of Peel to the City of Mississauga, the City of Brampton, and the Town of Caledon. Subsequent to this transfer, it was noted that the Minister intends to designate a W.W.P.C. on behalf of the three aforementioned municipalities.

1.1 Proposed Legislation

The following provides a summary of the proposed legislation and commentary from the Province's recent Bill 60 technical briefing held on October 28, 2025:

1.1.1 Overview

The Minister may, by regulation, designate a corporation as a water and wastewater public corporation to provide water and sewage services on behalf of the lower-tier municipalities prescribed in the regulations. The W.W.P.C.A. describes the ability of

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public corporations to provide sewage services. Under the *Municipal Act, 2001*, the definition of "sewage" includes the following:

- storm water and other drainage from land; and
- commercial wastes and industrial wastes that are disposed of in a sewage system.

Unless the regulations limit the public corporations' service delivery to water and wastewater, storm water may be included as part of their scope.

Once a W.W.P.C. has been designated for a particular lower-tier municipality, the municipality shall provide water and sewage services only through that water and wastewater public corporation as of the date prescribed by the regulations.

Potential Impacts

This legislative proposal empowers the Minister to require municipalities to establish a public corporation for water and sewage services without a prior local consultation process. This differs from the process for creating a Municipal Service Corporation (M.S.C.) under the *Municipal Act, 2001*, which requires several steps prior to establishing an M.S.C. (i.e., creating a business case, consulting with the community, etc.).

It is noted that the W.W.P.C.A. appears to be directed at lower-tier municipalities only, with the City of Mississauga, the City of Brampton, and the Town of Caledon being the first to be affected (pending the transfer of water and wastewater jurisdiction from Peel Region). The Province, however, does have the authority to amend the *Municipal Act* to revise jurisdictional responsibility, as well as designate W.W.P.C.s for any other municipality in the future.

1.1.2 Governance and Ownership

A W.W.P.C. is proposed to have the following governance and ownership framework:

- The W.W.P.C.s will not act as agents of the Crown, local boards, or similar entities.
- In accordance with regulations, the W.W.P.C.s can issue shares and dividends.
- Municipal councils will be required to transfer assets and other prescribed items to the W.W.P.C.
- The W.W.P.C. will be governed by a board of directors, with rules for its creation and operation set out in the regulations.
- Roles and responsibilities of directors, officers, and shareholders will be governed by regulation and associated agreements.
- Municipalities may provide assistance to a W.W.P.C. without violating the bonusing provisions under section 106 of the *Municipal Act, 2001.*

- The Crown, its representatives, or representatives of the designated municipalities will be immune from liability.

Potential Impacts

At the outset, the governance and ownership structure of the W.W.P.C., including the transfer of assets and assistance from municipalities, appears to be similar to M.S.C.s under the *Municipal Act, 2001*. Both types of corporations can be governed by a board of directors or trustees appointed by the municipal government or elected by shareholders.

An M.S.C. that provides water or wastewater services, however, cannot be owned (wholly or partially) by a private person.[1] This restriction on ownership does not appear to be contained within the draft W.W.P.C.A., and it is unclear whether this will be addressed in the regulations. Under the *Safe Drinking Water Act, 2002*, the owner and operating authority are responsible for the standard of care of the municipal drinking water system. If the regulations allow for ownership by a private person, then that responsibility may fall on the officers and directors of the W.W.P.C.

Subject to legal review, the W.W.P.C.A. appears to remove liability from the Crown, its representatives, or representatives of the designated municipalities. This immunity does not appear to be consistent with the *Safe Drinking Water Act, 2002.*

Additionally, the W.W.P.C. is not considered a local board, except as prescribed by the regulations. If the W.W.P.C.'s status is not considered a local board for the purposes of the *Development Charges Act, 1997* (D.C.A.), then it will be unable to utilize development charges for its growth-related infrastructure. In contrast, an M.S.C. is considered a local board if it is wholly owned by the municipality (section 21 (3) of O. Reg. 599/06). While it is unclear whether a lower-tier municipality can continue to collect development charges on behalf of the W.W.P.C., the proposed legislation does allow for the W.W.P.C. to impose charges and, at present, there appear to be no restrictions on the imposition of a capital charge on new developments beyond the rules of the D.C.A.

Furthermore, a municipality's debt capacity and annual repayment limit are based on a calculation of 25% of its own-source revenues, which include property taxes, grants, water, wastewater, and other user fees. If, however, the water and wastewater services are transferred from the lower-tier municipalities to a W.W.P.C., then this will effectively reduce the overall revenues for municipalities, resulting in lower debt capacity and annual repayment limits. For municipalities that rely on their water and wastewater revenues to allow for a higher proportion of their debt to be related to other municipal

[1] Subsection 18 (5) of Ontario Regulation 599/06.

services, this may result in those municipalities exceeding the 25% annual repayment limit.

1.1.3 Fees and Charges

W.W.P.C.s will have the authority to impose and collect fees or charges and other powers prescribed by regulation. They may be required to submit rate plans and other plans to the Minister, as prescribed. The Minister may approve, refuse, or require amendments to those plans. If the Minister does not undertake one of the aforementioned three steps within the prescribed time period, the rate plan is deemed to be approved.

Uncollected fees and charges are considered debts, and unpaid amounts may be added to the municipal tax roll and collected in the same manner as taxes. Regulations may establish procedures and priority lien status.

Potential Impacts

The ability for a W.W.P.C. to prepare a rate plan and impose fees and charges is similar to the current practice for municipal water and wastewater systems.

The current rate-setting process typically involves a rate study that requires Council approval and adoption of the water and wastewater rates. The proposed process under the W.W.P.C.A. allows a W.W.P.C. to set fees and charges, but the Minister can require submission of the rate plans for approval or refusal via regulations. It is unclear whether the rate-setting process will be transparent to the general public and whether profit margins are factored into the imposed rates.

Regarding the uncollected fees and charges, which are considered debt and added to the municipal tax roll, this may result in additional administrative time and costs for affected municipalities. Municipalities may also require legal advice for imposing taxes to recover for a service they no longer provide or own.

We would note that subsection 7 (1) of the W.W.P.C.A. appears to have an error where it states “waste” rather than “water”:

> 7 (1) “If the regulations so provide, a **waste** and wastewater public corporation shall submit to the Minister a rate plan for fees or charges specified in the regulations and any other plans prescribed by the regulations.” (emphasis added)

1.1.4 Reporting

A W.W.P.C. shall submit to the Minister an annual report, including audited financial statements and such other reports and information as may be prescribed by the

regulations. A W.W.P.C. may be required by the Minister to examine, report, and advise on any question respecting water and sewage services.

Potential Impacts

The reporting requirements appear to be similar to current practices undertaken by municipalities. It also appears that the municipal drinking water licence applications (i.e., drinking water works permit, operational plan, accreditation, financial plan, and permit to take water) may be the responsibility of the W.W.P.C.

2. Concluding Remarks

The proposed W.W.P.C.A. appears to be similar to an M.S.C. in its intent to assist municipalities with the operations and administration of municipal services. There are key distinctions, however, between the proposed W.W.P.C. and a water and wastewater M.S.C., including:

- Shares and voting rights for an M.S.C. shall not be given to a private person, whereas a W.W.P.C. opens the possibility for private ownership.
- An M.S.C. can be considered a local board for development charge purposes, whereas a W.W.P.C. appears not to be considered a local board (subject to regulations).
- The creation of an M.S.C. requires a public consultation, whereas a W.W.P.C. only requires a Minister's designation.

Watson has concerns about a public utility, such as water and wastewater, being privately owned. This could potentially introduce profit-seeking behaviour and result in increased costs for customers.

While the status of a W.W.P.C. not being considered a local board for the purposes of development charges may impact the ability to impose a development charge to fund growth-related infrastructure (for both future and existing commitments), the W.W.P.C. may have the ability to impose capital charges to recover the cost of growth-related works. In the event that a separate capital charge is not imposed for new customers, this may likely lead to increases in water and wastewater rates. Furthermore, it is unclear how the proposed growth-related water and wastewater capital works currently identified in the Region of Peel's development charges study will be transitioned within the W.W.P.C. framework.

Another concern with the W.W.P.C. is the removal of water and wastewater revenues from a municipality's debt capacity calculations. If water and wastewater services are transferred from lower-tier municipalities to a W.W.P.C., this will effectively reduce the overall revenues for municipalities, resulting in lower debt capacity and annual repayment limits. For municipalities that rely on their water and wastewater revenues to

allow for a higher proportion of their debt to be related to other municipal services, this may result in those municipalities exceeding the 25% annual repayment limit.

Additionally, the ability of the Minister to designate a W.W.P.C. for any lower-tier municipality beyond Peel Region, without public consultation, removes the municipal council's authority over a service that falls within their sphere of jurisdiction. Furthermore, the Province can, at any time, amend the *Municipal Act* to change the sphere of jurisdiction from existing upper-tier municipalities to their lower-tier municipalities.

We will continue to monitor any changes and inform you of the potential impacts on municipalities.

Should you have any questions, please contact any of the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO
Peter Simcisko, BA (Hons), MBE, Managing Partner
Sean-Michael Stephen, MBA, Managing Partner
Daryl Abbs, BA (Hons), MBE, PLE, Managing Partner
Jamie Cook, MCIP, RPP, PLE, Managing Partner
Jack Ammendolia, BES, PLE, Managing Partner

November 21, 2025

Provincial Land Use Policy Branch
Ministry of Municipal Affairs and Housing
13th Floor, 777 Bay Street
Toronto, Ontario
M7A 2J3

Re: ERO 025-1099: Consultation on Simplifying and Standardizing Official Plans

On behalf of our many municipal clients, we are submitting our comments related to the consultation on simplifying and standardizing Official Plans.

1. Introduction

Watson & Associates Economists Ltd. (Watson) is one of Canada's leading economic consulting firms, comprising municipal economists, planners, accountants, and support staff. The firm has been in operation since 1982. We work with municipalities across Canada on assignments related to growth management strategies, demographic forecasts, comprehensive urban land need reviews, employment strategies, housing studies, as well as a broad range of municipal finance and land economics studies. Watson is a recognized national leader in the field of growth management, having completed numerous comprehensive review studies for lower-tier, upper-tier and single-tier municipalities over the past two decades.

2. Overview Commentary

We appreciate the province's initiative to standardize Official Plans across Ontario, as it reflects the government's commitment to improving consistency, clarity, and predictability in planning processes. This approach has the potential to streamline approvals and advance housing and growth objectives. Drawing on our experience working with municipalities on Official Plan Reviews, we see opportunities for the province to consider changes that will support effective implementation and maximize the benefits of this initiative. Provided herein is a summary of our key recommendations and considerations.

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3. Recommendations

3.1 Standardizing Land-Use Designations

We recognize the province's intent to simplify and standardize land use designations as part of standardizing Official Plans. This approach can improve clarity, add predictability and help streamline development approvals. However, based on our experience working with municipalities, we believe the following considerations are crucial.

Variation in Local Context

Land use designations are designed to reflect the unique characteristics, economic drivers, and community priorities of individual municipalities. Applying a one-size-fits-all approach would significantly reduce the flexibility needed to address local conditions. Municipalities have invested considerable effort in creating plans that respond to distinct economic opportunities, geographic constraints, and long-term planning objectives. A rigid, province-wide template regarding land use designations risks diminishing these distinctions, potentially weakening local planning goals and economic development strategies. To address this, the province should allow municipalities the flexibility to incorporate local subcategories (e.g., light, general, heavy, rural industrial uses) or overlays where necessary, to accommodate unique conditions and priorities.

Recognizing the Range of Employment Uses

A key concern is ensuring Official Plans provide more than one stand-alone employment designation to reflect the diversity of economic activity. The Provincial Planning Statement (PPS), 2024 defines "Employment Area" primarily as industrial-type development; however, this narrow definition does not capture the full range of employment-generating uses that drive modern economies. Commercial uses, such as innovation hubs, technology campuses, stand-alone research facilities, and business parks, require dedicated land and tailored policies, as they do not meet the provincial definition of an Employment Area, but are also often not suitable or feasible in pedestrian-oriented, mixed-use environments. For example, such commercial uses often require large floor plates, have specific infrastructure requirements, necessitate significant surface parking, or can introduce a substantial increase in car/truck traffic to the local area. Furthermore, land-extensive, car-oriented commercial uses, which often rely on highway visibility (e.g., car dealerships), are typically not well-suited to mixed-use environments and require distinct designations to ensure they are properly located and supported. Lastly, commercial rents, particularly for lower-order service commercial uses (e.g. auto repair, dance studios), generally cannot support higher land costs in mixed-use areas.

The province should support more than one stand-alone employment designation to reflect the diversity of economic activity within municipalities. In addition to the

traditional Employment Area designation, which primarily covers industrial uses, a separate category for other Employment Generating Uses should be established. This designation would apply to non-industrial employment uses that do not meet the provincial industrial definition and are not suitable or feasible within mixed-use environments. Furthermore, it is important to maintain well-located, distinct commercial designations for uses which directly support industrial operations in Employment Areas and/or are not well-suited or supported in mixed-use environments. These designations can form appropriate transitional lands between Employment Areas and mixed-use and/or residential areas. Providing distinct commercial designations will help municipalities protect strategic lands for employment generation, support complete communities, and respond effectively to evolving market needs.

3.2 Maintaining Secondary Plans

While Official Plans establish broad directions, Secondary Plans provide the detailed, site-specific guidance necessary to implement those directions effectively. They allow municipalities to address critical issues such as infrastructure capacity, protection of natural features, and coordination of land use in ways that Official Plans cannot.

Secondary Plans are comprehensive documents that include detailed mapping, technical studies, and design work. Without this level of detailed information, municipalities are limited in their ability to effectively plan for infrastructure, identify suitable balances across a range of required residential and non-residential land uses, protect environmental features, and deliver the community amenities needed to support urban development. This depth of analysis is essential for coordinating land use, transportation and services in a way that creates complete and sustainable communities.

3.3 Official Plan Schedules

Proposed schedules related to “Estimate of Market Need” and “Serviced Land Requirement” often require dynamic, data-driven models based on established methodologies, which are best documented through supporting background studies rather than being embedded in the Official Plan itself.

It is important to recognize that existing Official Plan schedules related to urban structure, land use and infrastructure are directly informed by comprehensive growth analysis studies, urban needs assessments and master servicing strategies, which are carried out by municipalities in conjunction with key stakeholders. These studies are designed to identify the need for urban land by planning policy area based on anticipated real estate market trends over a long-term horizon, as set out in the PPS, 2024.

Phasing strategies and associated policies can also inform Official Plan schedules, which provide direction on the timing and sequencing of municipal services required to address the estimated market need for designated urban lands, including approved urban expansion areas or urban reserve lands / future urban growth lands (where applicable). Urban land supply inventories, growth tracking systems, and servicing capacity monitoring tools must be better integrated and enhanced to enable municipalities to dynamically respond to changing real estate market conditions and infrastructure needs, which inform the broader direction of their Official Plans and supporting schedules.

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

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO
Jamie Cook, MCIP, RPP, PLE, Managing Partner
Jack Ammendolia, BES, PLE, Managing Partner
Peter Simcisko, BA (Hons), MBE, Managing Partner
Sean-Michael Stephen, MBA, Managing Partner
Daryl Abbs, MBE, PLE, Managing Partner

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

November 14, 2025

RECEIVED
NOV 17 2025
Township of Puslinch

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

Attention: Mr. Rapus

Re: Monthly Monitoring Report – October 2025
Mill Creek Pit, License #5738
Township of Puslinch, Wellington County

Please find enclosed the required monitoring data for the month of October 2025. There were no exceedances to report.

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

Sincerely,

[redacted]

Matthew Erdmann
Site Superintendent

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

Dufferin
Aggregates

Monthly Reporting
Mill Creek Aggregates Pit
October 2025

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
1-Oct-25	305.76	305.58	NO
9-Oct-25	305.70	305.58	NO
17-Oct-25	305.72	305.58	NO
24-Oct-25	305.73	305.58	NO
31-Oct-25	305.76	305.58	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
1-Oct-25	306.07	305.76	0.315	0.09	NO
9-Oct-25	306.02	305.70	0.32	0.09	NO
17-Oct-25	306.11	305.72	0.39	0.09	NO
24-Oct-25	306.02	305.73	0.29	0.09	NO
31-Oct-25	306.02	305.76	0.26	0.09	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
1-Oct-25	305.29	305.17	NO
9-Oct-25	305.25	305.17	NO
17-Oct-25	305.28	305.17	NO
24-Oct-25	305.29	305.17	NO
31-Oct-25	305.38	305.17	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
1-Oct-25	305.74	305.29	0.45	0.04	NO
9-Oct-25	305.66	305.25	0.41	0.04	NO
17-Oct-25	305.71	305.28	0.43	0.04	NO
24-Oct-25	305.71	305.29	0.42	0.04	NO
31-Oct-25	305.71	305.38	0.33	0.04	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
1-Oct-25	304.74	304.54	NO
9-Oct-25	304.70	304.54	NO
17-Oct-25	304.67	304.54	NO
24-Oct-25	304.75	304.54	NO
31-Oct-25	304.75	304.54	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
1-Oct-25	305.70	304.74	0.965	0.55	NO
9-Oct-25	305.64	304.70	0.94	0.55	NO
17-Oct-25	305.62	304.67	0.95	0.55	NO
24-Oct-25	305.66	304.75	0.91	0.55	NO
31-Oct-25	305.66	304.75	0.91	0.55	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
1-Oct-25	304.14	303.50	NO
9-Oct-25	304.08	303.50	NO
17-Oct-25	304.07	303.50	NO
24-Oct-25	303.98	303.50	NO
31-Oct-25	303.98	303.50	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
1-Oct-25	304.57	304.14	0.43	0.32	NO
9-Oct-25	304.44	304.08	0.36	0.32	NO
17-Oct-25	304.42	304.07	0.35	0.32	NO
24-Oct-25	304.48	303.98	0.5	0.32	NO
31-Oct-25	304.48	303.98	0.5	0.32	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
1-Oct-25	304.22	303.96	NO
9-Oct-25	304.19	303.96	NO
17-Oct-25	304.16	303.96	NO
24-Oct-25	304.23	303.96	NO
31-Oct-25	304.23	303.96	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
1-Oct-25	304.64	304.22	0.42	0.19	NO
9-Oct-25	304.65	304.19	0.46	0.19	NO
17-Oct-25	304.70	304.16	0.54	0.19	NO
24-Oct-25	304.55	304.23	0.32	0.19	NO
31-Oct-25	304.55	304.23	0.32	0.19	NO

Date	DP5CR (mASL)	Threshold Value (mASL)	Exceedance
1-Oct-25	303.29	302.84	NO
9-Oct-25	303.27	302.84	NO
17-Oct-25	303.21	302.84	NO
24-Oct-25	303.33	302.84	NO
31-Oct-25	303.33	302.84	NO

Date	OW5-84 (mASL)	DP5CR (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
1-Oct-25	303.54	303.29	0.245	0.15	NO
9-Oct-25	303.49	303.27	0.215	0.15	NO
17-Oct-25	303.54	303.21	0.325	0.15	NO
24-Oct-25	303.58	303.33	0.245	0.15	NO
31-Oct-25	303.58	303.33	0.245	0.15	NO

No exceedances to report for the month of October.

Note: A beaver dam has been observed on private property upstream of DP5CR, which is likely to impact the water levels at DP5CR. Similar to what has occurred in the recent past at this location, the beaver dam may potentially cause action threshold exceedances. It is recommended that the appropriate authority arrange to have the beaver dam removed.

Monthly Reporting
Mill Creek Aggregates Pit
October 2025

			Max. Allowable as per PTTW - Main Pond			Max. Allowable as per PTTW - Silt Pond		
			(Imperial Gallons)		(Litres)	(Imperial Gallons)		(Litres)
Total Monthly Precipitation (mm):	47.3	Kitchener/Waterloo (Actual)	2,500	per minute	11,365	2,597	per minute	11,806
Total Monthly Normal Precipitation (mm):	73.7	Waterloo-Wellington A (30-year Normal)	1,800,000	per day	8,183,000	3,739,477	per day	17,000,000

Date	Below Water Table Extraction SP4	Below Water Table Extraction Phase 2	Water Pumped from Main Pond (gals)	Water Pumped from Active Silt Pond (gals)	Main Pond Level (mASL)	Exceedance Y/N (BELOW 305.5 mASL)	Phase 2 Pond Level (mASL)	Exceedance Y/N (BELOW 305.0 mASL)	Phase 3 Pond Level (mASL)	Exceedance Y/N (BELOW 303.85 mASL)	Phase 4 Pond Level (mASL)	Exceedance Y/N (BELOW 304.5 mASL)
1-Oct-25	2,500	-	1,382,727	-	306.37	N	305.90	N	304.73	N	305.98	N
2-Oct-25	2,500	-	1,383,827	-	306.37	N	305.88	N	304.73	N	305.97	N
3-Oct-25	2,500	-	1,052,993	-	306.37	N	305.87	N	304.73	N	305.97	N
4-Oct-25	-	-	383,626	-	-	-	-	-	-	-	-	-
5-Oct-25	-	-	-	-	-	-	-	-	-	-	-	-
6-Oct-25	2,500	-	1,135,701	-	306.37	N	305.87	N	304.73	N	305.95	N
7-Oct-25	2,500	-	1,222,809	-	306.35	N	305.87	N	304.73	N	305.95	N
8-Oct-25	2,500	-	1,354,351	-	306.35	N	305.87	N	304.73	N	305.95	N
9-Oct-25	2,500	-	1,353,691	-	306.35	N	305.86	N	304.73	N	305.94	N
10-Oct-25	2,500	-	914,852	-	306.35	N	305.86	N	304.72	N	305.93	N
11-Oct-25	-	-	-	-	-	-	-	-	-	-	-	-
12-Oct-25	-	-	-	-	-	-	-	-	-	-	-	-
13-Oct-25	-	-	-	-	-	-	-	-	-	-	-	-
14-Oct-25	2,500	-	1,260,864	-	306.32	N	305.84	N	304.72	N	305.92	N
15-Oct-25	2,500	-	1,325,535	-	306.32	N	305.84	N	304.72	N	305.92	N
16-Oct-25	2,500	-	1,371,728	-	306.32	N	305.84	N	304.72	N	305.92	N
17-Oct-25	2,500	-	1,032,536	-	306.31	N	305.84	N	304.71	N	305.91	N
18-Oct-25	-	-	712,920	-	306.30	N	305.84	N	304.71	N	305.91	N
19-Oct-25	-	-	-	-	-	-	-	-	-	-	-	-
20-Oct-25	2,500	-	1,204,552	-	306.30	N	305.84	N	304.71	N	305.91	N
21-Oct-25	2,500	-	-	-	306.30	N	305.84	N	304.72	N	305.92	N
22-Oct-25	2,500	-	1,334,993	-	306.30	N	305.83	N	304.73	N	305.92	N
23-Oct-25	2,500	-	1,321,135	-	306.30	N	305.83	N	304.73	N	305.92	N
24-Oct-25	2,500	-	1,025,717	-	306.30	N	305.83	N	304.73	N	305.91	N
25-Oct-25	-	-	-	-	-	-	-	-	-	-	-	-
26-Oct-25	-	-	-	-	-	-	-	-	-	-	-	-
27-Oct-25	2,500	-	1,345,332	-	306.29	N	305.82	N	304.72	N	305.90	N
28-Oct-25	2,500	-	1,289,680	-	306.28	N	305.82	N	304.72	N	305.90	N
29-Oct-25	2,500	-	1,348,851	-	306.28	N	305.83	N	304.72	N	305.89	N
30-Oct-25	2,500	-	1,313,876	-	306.28	N	305.83	N	304.72	N	305.89	N
31-Oct-25	2,500	-	-	-	306.28	N	305.83	N	304.72	N	305.89	N
Total	55,000	0	26,072,295	0								

Notes:
No exceedances to report for the month of October.

THE

PUSLINCH PROFILE FEATURES:

Ho Ho's Christmas Trees

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

Since 2002, Ho Ho's Christmas Trees has been bringing the spirit of the holidays to life for families across the community. What began as Mary's simple passion for Christmas grew into a beloved local tradition – a place where neighbours gather, memories are made, and the season's magic truly shines.



Today, Ho Ho's offers a premium selection of pre-cut Balsam and Fraser Fir trees, ranging from compact sizes to towering 20-foot showstoppers, perfect for any home or celebration. Visitors are welcomed with the crackling warmth of an outdoor fire and a complimentary cup of hot apple cider, creating an atmosphere filled with joy and togetherness.



As a family-run business, Ho Ho's Christmas Trees takes pride in serving the community that has supported them for over two decades. They open their doors daily from the second to last weekend in November until they sell out, so visitors are encouraged to stop by early and make their selection before the trees are gone.

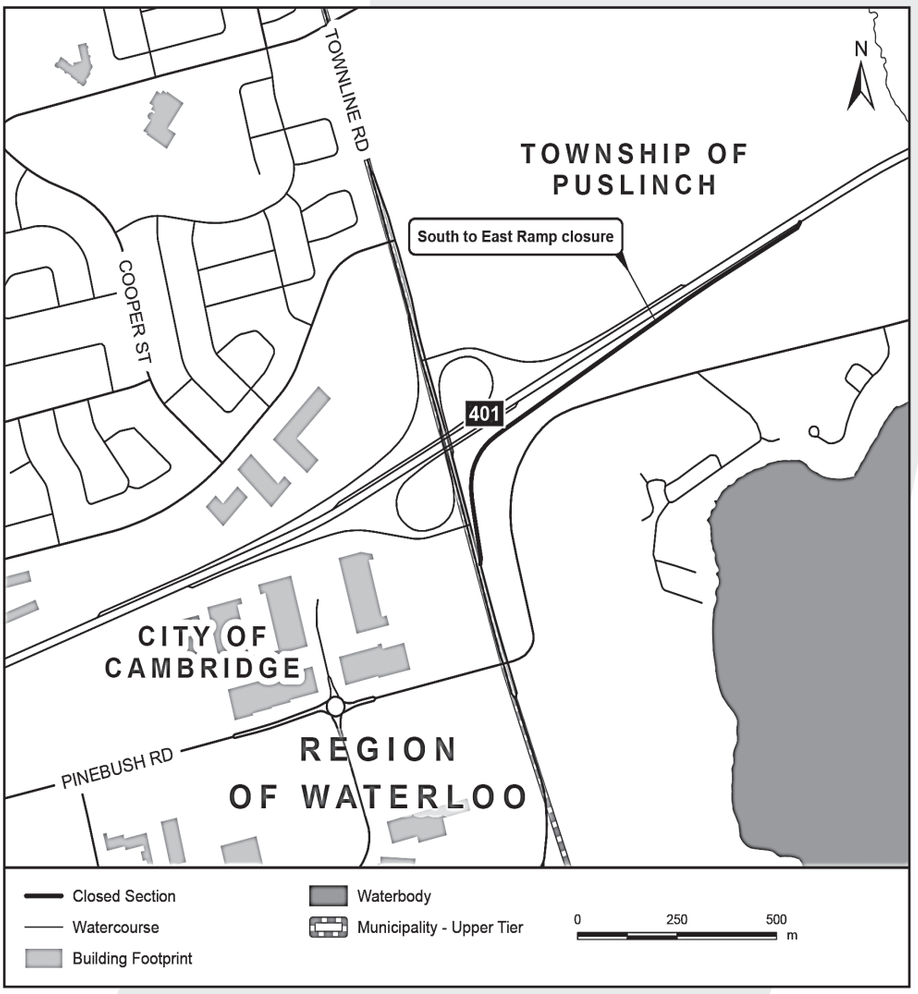
Notice of Design and Construction Report Addendum Completion Detailed Design and Class Environmental Assessment

Highway 401 Townline Road Interchange – Eastbound On-Ramp Closure, within the Highway 401 Interchange and Highway Improvements from Hespeler Road to Townline Road, City of Cambridge and Township of Puslinch (GWP 3044-23-00)

The Ontario Ministry of Transportation (MTO) retained Stantec Consulting Ltd. to complete a Design and Construction Report Addendum to address proposed ramp closures at the Highway 401 Townline Road interchange. The study area for the Addendum is shown on the key map.

The Addendum is for the *Detailed Design and Class Environmental Assessment (Class EA) study for improvements on Highway 401 from Hespeler Road to Townline Road* in the City of Cambridge, Region of Waterloo completed in 2019. The Class EA was approved in November 2013 following the preparation and filing for a Transportation Environmental Study Report (GWP 8-00-00). The Design and Construction Reports (DCRs) for the two phases of construction were made available for public review in November 2017 and April 2019 respectively.

The most recent phase of construction (Phase 2) was completed in 2024, and included Highway 401 widening to 10 lanes, reconstruction of the Highway 401 bridge and interchange at Hespeler Road, ramp tie-ins at the Highway 401 interchanges, expansion of the Townline Road commuter parking lot, and rehabilitation of the Wellington Road 32 overpass, and adding a new section of noise wall on the south side of Highway 401 to the west of Franklin Boulevard. Drainage, illumination, retaining wall, and signage improvements were added.



REASON FOR THE DCR ADDENDUM

During construction of Phase 2, an area of deep muskeg (organic) material was encountered within the footprint of the planned embankment widening on Highway 401 east of Townline Road in the eastbound lanes. Foundation improvements are required prior to embankment widening and to address deficiencies in the highway platform. Closure of the Highway 401 eastbound on-ramp from south on Townline Road is required to accommodate construction. The ramp closure was not included in the DCRs, and therefore requires the completion of a DCR Addendum to address the change.

THE PROCESS

A DCR Addendum has been prepared to document the changes related to the required Highway 401 eastbound on-ramp closure. The DCR Addendum is available for a 30-day review period from **December 10, 2025 to January 12, 2026**. The document will be available on the project website **(www.highway401-hespeler-townline.ca)**. The Addendum was prepared under the Ministry of Transportation's Class Environmental Assessment (EA) for Provincial Transportation Facilities, 2000 as a Group 'B' project, as the project construction is ongoing under the 2000 EA provisions. Comments can be provided to our study team by **January 12, 2026**.

All comments and concerns can be sent to either of the study team members:

Kevin Welker P.Eng., Senior Principal, Practice Leader - Transportation
tel: 519-675-6652
e-mail: comments-hwy401cambridge@stantec.com

Leslie Diaz Jarma, Senior Project Manager, Project Delivery West, Design and Engineering Branch, TIMD
Ministry Of Transportation
tel: 226-219-8591
e-mail: comments-hwy401cambridge@stantec.com

REQUESTS TO THE MINISTER OF ENVIRONMENT, CONSERVATION AND PARKS

This project was approved as part of the Transportation Environmental Study Report (TESR) in November 2014 where an opportunity for "bump up" was provided. The project is no longer eligible for such provisions as those provisions have since been replaced by Section 16 orders. Section 16 orders may only be requested if the order may prevent, mitigate, or remedy adverse impacts on constitutionally protected Aboriginal and treaty rights. Requests on other grounds will not be considered. Requests should include the requester's contact information and full name.

Requests should specify what kind of order is being requested, how an order may prevent, mitigate or remedy potential adverse impacts on Aboriginal and treaty rights, and any information in support of the statements in the request. This will ensure that the ministry is able to efficiently begin reviewing the request. The request should be sent in writing or by email to the following as well as to the project contacts above:

Minister of the Environment, Conservation and Parks
Ministry of Environment,
Conservation and Parks
777 Bay Street, 5th Floor
Toronto, ON M7A 2J3
e-mail: Minister.mecp@ontario.ca

Director
Environmental Assessment Branch
Ministry of Environment,
Conservation and Parks
135 St. Clair Ave. W, 1st Floor
Toronto, ON M4V 1P5
e-mail: EABDirector@ontario.ca

All media inquiries shall be directed to MTO's Communications Branch at 416-327-1158 or mto.media@ontario.ca. Information collected will be used in accordance with the *Freedom of Information and Protection of Privacy Act*. With the exception of personal information, all comments will become part of the public record. If you have accessibility requirements to participate in this project, please contact one of the team members listed above.

Ontario

Conservation Halton

905.336.1158
2596 Britannia Road West
Burlington, Ontario L7P 0G3
conservationhalton.ca

December 15, 2025

Hon. Todd J. McCarthy
Minister of the Environment, Conservation and Parks

Hassaan Basit
Chief Conservation Executive

c/o Public Input Coordinator
MECP Conservation and Source Protection Branch
300 Water Street North Tower, 5th floor
Peterborough, ON K9J 3C7

Dear Minister McCarthy and Mr. Basit:

Re: Bill 68 and proposed boundaries for the regional consolidation of Ontario's Conservation Authorities (ERO #025-1257)

Thank you for the opportunity to provide input on the proposed boundaries for the regional consolidation of conservation authorities (CAs).

For more than 60 years, Conservation Halton (CH) has been a trusted and accountable partner to the Province of Ontario and our funding municipalities. Guided by strong fiscal management, operational excellence, and a culture of innovation, we have successfully modernized our programs and services. We are proud to be recognized as an innovative leader and top employer in the region, and are committed to excellence through modern digital solutions, robust governance, and responsive client service standards.

CH appreciates the Province's intent to modernize CAs and increase consistency, transparency, and capacity. While these goals are valid, the proposal does pose some risks that may be addressed through further collaboration and leveraging best practices from high-performing organizations such as CH. Outlined below are select recommendations, with details in the attached ERO response and CH Board Report CHB 08 25 01 for your consideration.

Preserve Local Governance, Accountability, and Decision-Making

CH is currently proposed to become part of the Western Lake Ontario Regional Conservation Authority (WLORCA), which would include 27 lower- and single-tier municipalities. Watershed conditions and community priorities vary significantly across the proposed Regional Conservation Authority (RCA) jurisdiction.

To preserve local governance and decision-making, we recommend that the Province:

- Establish criteria for RCA Board representation that go beyond population size to include factors such as land base and levy contributions.
- Enable the creation of local watershed boards with meaningful authority and accountability integrated to maintain community-informed decision-making.
- Consider RCA-nominated municipal representation on the OPCA.
- Ensure CA assets continue to serve local watershed priorities; reserves, infrastructure, and land holdings must be invested in local priorities as determined through existing Board policies.
- Consider reducing the size of RCAs and allow CH to voluntarily consolidate with CAs that have shared boundaries and similar performance and program standards. Alternatively, consider consolidating only permitting and planning responsibilities under the RCA with direct oversight by the OPCA.

Retain Local Expertise and High Performance

We appreciate the Province's priorities for housing and the economy, and the need for more predictable and consistent permit turnaround times for builders, farmers, and landowners. Municipalities, stakeholders, and the public depend on CH's local knowledge and expertise. Any proposed changes must preserve CH's brand and reputation as a customer-centric, accountable, efficient, and solutions-oriented organization, particularly in our permitting and hazard management programs. CH consistently meets or exceeds strategic targets established for development review services; in 2024, CH issued 99% of minor permits within 30 days and 98% of major permits within 90 days. CH's hazard and regulatory mapping is updated annually, and there were no requests for administrative reviews in 2024.

To retain local expertise and high performance, we recommend that the Province:

- Retain local offices to ensure continuity of service and responsiveness.
- Establish CA working groups for key program and service areas and leverage high-performing CAs to develop solutions and best practices across Ontario (e.g., harmonize policies, share best practices, and maintain service standards). Alternatively, the Province may consider an advisory group of key stakeholders and experts to work with the OPCA to facilitate a phased approach to consolidation and effective transition.
- Create a consortium of high-performing CAs with shared services.

Ensure Transparent Budgeting and Sustainable Funding

With strong fiscal principles, CH has worked diligently to minimize reliance on taxpayers and align our budgets with local municipal priorities. We consistently follow municipal guidelines, and 96% of municipal levy supports Provincially-mandated programs. Our parks and recreation programs are fully self-funded, and our permit fees are cost-recovery. CH's self-generated revenues must remain dedicated to local watershed priorities and extensive growth pressures on CH's conservation areas.

To ensure transparent budgeting and sustainable funding, we recommend that the Province:

- Streamline budget approval processes to reduce administrative burden while preserving transparency and municipal engagement. Continue applying *Ontario Regulation 402/22*

(Budgeting and Apportionment) to prevent disruption to municipal budget processes and program funding during and after the transition.
- Develop an equitable apportionment model to prevent cross-subsidization between jurisdictions.
- Maintain existing revenue streams and reserves for local priorities. Allow CH and our municipal partners to establish a local watershed entity with responsibility for key assets (e.g., land, parks, infrastructure) and select programs and services, as well as to maintain current branding.
- Support transition and hazard program modernization costs.

We appreciate the opportunity to share suggestions on how the Province can meet its goals while upholding the high-quality services we deliver to residents, stakeholders, and municipalities.

Sincerely,

Gerry Smallegange
Chair, Conservation Halton Board

Cc:

Halton Region
City of Burlington
Town of Halton Hills
Town of Milton
Town of Oakville
City of Hamilton
Township of Puslinch
Peel Region
City of Mississauga
Conservation Ontario

Encl. Conservation Halton Response to ERO #025-1257: Proposed boundaries for the regional consolidation of Ontario's Conservation Authorities

Conservation Halton

905.336.1158
2596 Britannia Road West
Burlington, Ontario L7P 0G3
conservationhalton.ca

ERO #025-1257: Proposed boundaries for the regional consolidation of Ontario's Conservation Authorities

1. ***What do you see as key factors to support a successful transition and outcome of regional conservation authority consolidation?***

Conservation Halton (CH) appreciates the Province of Ontario's goals of standardization, consistency, and enhanced capacity for Conservation Authorities (CAs). We welcome the Province's commitment to strengthening relationships and support for CAs. Key factors that would support the successful transition to any proposed model include:

- **Phased implementation** – Consider phasing the implementation of the standardization and consolidation to areas where support is most needed. Develop a clear and phased implementation plan.

- **Quick wins** – Prioritize quick wins and changes that will have the greatest impact on achieving the Province's goals. Leverage expertise and best practices from high-performing CAs to help identify opportunities for quick wins and areas for improvement.

- **Expert working groups & advisory groups** – Establish working groups with CA staff from key program and service areas to harmonize policies and permit requirements, identify opportunities for regulatory improvements, create standardized procedures and processes, prioritize hazard mapping updates, and integrate data. The Province may also consider an advisory group of key stakeholders to advance the proposal further.

- **Local expertise and services** – Retain local offices to ensure stakeholders continue to access high-quality services, dedicated staff, and open communication channels.

- **Local assets and resources** – Ensure CA assets and resources continue to serve local watershed priorities. Existing CA reserves, infrastructure, and land assets, along with aspects of asset management plans, Board-approved reserve policies, and capital investment plans for facilities and infrastructure, must not be lost. Redistributing well-developed reserves to other jurisdictions could dilute CH's mature asset management program and ability to deliver high-quality services, assets, and resources that the local community values.

- **Local accountability and decision-making** – Maintain a local governance and decision-making model by enabling the establishment of Local Boards based on watershed boundaries or current CA boundaries. This would ensure that the principles of effective watershed management, which are rooted in bottom-up, community-informed decision-making, are preserved.

- **Financial support during the transition** – Provide financial support during the transition to minimize financial strain on approved CA budgets and continuation of frontline watershed services.

- **Budget processes and revenue streams** – Maintain the current municipal budget process and CA budget and apportionment regulation for 2026 (or as long as necessary) to avoid disruptions. Ensure self-generated revenue streams remain uninterrupted.

- **Change management and communication** – Ensure open communication with CAs, municipalities, and the public, as well as provide change management support to CAs.

- ***RCA boundaries –*** Consider including additional criteria for determining RCA boundaries to ensure RCA Board structure and boundaries best reflect the communities they will represent. Additional considerations such as community characteristics (e.g., rural versus urban), overall RCA size and jurisdiction, growth pressures, and watershed resource issues should inform boundary decisions. Consider reducing the size of RCAs and allow CH to voluntarily consolidate with CAs that have shared boundaries and similar performance and program standards. Alternatively, the Province could consider a) only consolidating permitting and planning responsibilities under a new regional entity with direct oversight by the OPCA; b) a consortium of high-performing CAs with shared services; or c) allow CH and our municipal partners to establish a local watershed entity with responsibility for key assets (e.g., land, parks, infrastructure) and select programs and services, as well as to maintain current branding.

- **Updated Provincial technical policies and guidelines –** Expedite the delivery of regulatory tools to support hazard management programs and services and to ensure timely and consistent permit reviews (e.g., technical guides to support permitting and flood hazard mapping).

2. ***What opportunities or benefits may come from a regional conservation authority framework?***

   Potential opportunities that may come from the consolidation of CAs include:

   - Improved resource-sharing and modernization, particularly for CAs with limited capacity or technical expertise.

   - Greater consistency in policies, permitting, planning reviews, hazard mapping, programs, and administrative systems. Shared modelling tools, monitoring databases, and mapping platforms will enhance climate-resilient planning.

   - Expanded access (where technically feasible and cost-effective) to parks and open spaces for annual pass holders and visitors, improving the overall experience.

3. ***Do you have suggestions for how governance could be structured at the regional conservation authority level, including suggestions around board size, make-up, and the municipal representative appointment process?***

Suggestions related to RCA governance structure include:

- Ensure the criteria for determining RCA Board representation goes beyond population to create a fair structure that reflects the entirety of the RCA. Additional criteria could include land base, community characteristics (e.g., rural versus urban), and/or apportionment contributions.

- Set a maximum number of RCA Board members (e.g., 20-25 members) to ensure the Board is efficient and effective.

- Consider extending the current term of the Board to facilitate a smooth transition.

- Define formal guardrails or governance principles for the OPCA Board to ensure local RCA Board governance and decision-making is maintained. OPCA Board representation should include at least one representative from each RCA.

- Enable the establishment of Local Watershed Boards with meaningful authority. Local Boards could be based on existing CA boundaries and have oversight over select programs or service areas and/or specific geographical areas (e.g., existing drinking water source protection regions).

- Consider RCA-nominated municipal representation on the OPCA Board.

4. ***Do you have suggestions on how to maintain a transparent and consultative budgeting process across member municipalities within a regional conservation authority?***

Suggestions on maintaining a transparent and consultative budgeting process across member municipalities include:

- Maintain Ontario Regulation 402/22 (Budgeting and Apportionment), which came into effect for the 2024 budget year, to avoid disruptions to municipal budget processes and program funding during and beyond the transition. This will ensure continuity of services and funding for ongoing programs.

- Streamline the budget approval process and mechanisms to reduce administrative burden while maintaining transparency, as it would be cumbersome and inefficient for the new RCAs to undertake the same level of engagement that current CAs do with every participating municipality (e.g., one RCA may have 25-50 municipalities).

- Standardize the budget framework and ensure early engagement with municipalities. Ensure budgeting is transparent, collaborative, and aligned with service-level expectations.

- Preserve CA self-generated revenues and reserves for local priorities, consistent with existing Board policies.

- Consider creating a transition fund administered by the OPCA to support the costs associated with transition and consolidation based on defined criteria and rules. These costs can be extensive, ranging from legal, insurance and risk, contractual, etc.

5. ***How can regional conservation authorities maintain and strengthen relationships with local communities and stakeholders?***

RCAs can maintain relationships with local communities and stakeholders by:

- Retaining local offices to maintain public and stakeholder access to high-quality services, dedicated staff, and open communication channels.
- Leveraging CH's decades of public trust and name recognition, as well as data and science resources, to build new tools, technologies, and services that would benefit Ontarians (e.g., interactive and predictive hazard and environmental modelling).
- Ensuring continuity of current programs and services (e.g., hazard management, education, parks programming, and events); maintaining high-quality service, communication, and local accountability is essential.
- Engaging consistently with residents, partners, and stakeholders.
- Ensuring open communication with CAs, municipalities, Indigenous partners, and the public, as well as providing change management support to CAs.

REPORT FIR-2025-008

TO:	Mayor and Members of Council
PREPARED BY:	Jamie MacNeil, Fire Chief
PRESENTED BY:	Jamie MacNeil, Fire Chief
MEETING DATE:	December 17, 2025
SUBJECT:	Firehouse Subs Public Safety Foundation of Canada– Execution of Funding Agreement

RECOMMENDATIONS

That Report FIR-2025-008 entitled Firehouse Subs Public Safety Foundation of Canada – Execution of Funding Agreement be received; and

That Council gives 3 readings to By-law No. 2025-092 being a By-law authorizing the entering into a Funding Agreement with the Firehouse Subs Public Safety Foundation of Canada for the purchase of Hoses & Nozzles.

Purpose

The purpose of this report is to recommend that Council enact a By-law authorizing entering into an Agreement with the Firehouse Subs Public Safety Foundation of Canada for the purchase of Hoses & Nozzles.

Background

In June 2025, the Township applied for the Firehouse Subs Public Safety Foundation Grant program. The Township was successful in its application and now requires Council authorization to enter into an Agreement with the Firehouse Subs Public Safety Foundation of Canada to proceed with the grant funding.

Modern fireground operations continue to evolve, with an increased emphasis on firefighter safety, operational efficiency, and equipment longevity. Many fire departments across Ontario and Canada have already transitioned to larger-diameter handlines to address these priorities. Moving from a 38 mm to a 45 mm hose line represents a practical, cost-effective improvement that enhances both fire suppression capability and firefighter safety.

Operational Advantages

- A 45 mm hose line can deliver significantly higher water flow compared to a 38 mm line—often increasing flow by 30–50%, depending on nozzle selection.
- Higher water flow allows crews to achieve faster knockdown, particularly important for today's modern fire environment where fires burn hotter, faster, and produce more toxic gases.
- Improved flow reduces the chance of fire growth, property loss, and operational time on scene.
- The 45 mm nozzle produces a more stable, higher-volume stream, improving reach and penetration.
- This helps crews apply water more effectively, especially in larger or more complex structures.

Apparatus and Equipment Benefits

- A 45 mm line requires lower pump pressures to achieve higher flows compared to a 38 mm line delivering a similar volume.
- Lower pump pressures translate to:
    - Reduced mechanical strain on apparatus pumps and valves
    - Decreased likelihood of pump overheating
    - Longer equipment life and reduced long-term maintenance costs

Improved Hose Durability

- Larger-diameter hose generally withstands wear, abrasion, and internal pressure more effectively.
- This results in fewer hose failures, reducing replacement costs and operational disruptions

Safer Interior Operations

- Increased water flow enhances crew survivability by improving fire control and cooling of the interior environment.
- Higher flows reduce the risk of flashover and rapid-fire progression, providing crews more time to operate safely.

Easier Handling with Modern Hose Construction

- Modern 45 mm hose is designed with lightweight materials, making it comparable in weight to older 38 mm hose.
- Crews will find that today's 45 mm lines move easily through hallways, stairwells, and around obstacles.

Reduced Fatigue and Injury Risk

- Lower pump pressures and improved stream efficiency mean:
  - Less nozzle reaction
  - Easier control of the handline
  - Reduced physical strain on firefighters
- This leads to safer operations.

Upon signing of the Funding Agreement, the grant funding will be distributed. Costs must be spent by May 31, 2026. The communications requirements associated with the funding agreement are outlined in Section 3 of the Agreement attached as Schedule A to this Report.

Financial Implications

The Township has been approved for the maximum available grant funding of $46,307.40 in accordance with the project description and project costs eligible for funding as outlined in the Funding Agreement attached as Schedule A to this Report. This project was incorporated in the proposed 2026 Capital budget presented at the October 22, 2025 Council Meeting as contingent upon receipt of grant funding

Applicable Legislation and Requirements

- *Municipal Act, 2001*
- NFPA 1961 Standard on Fire Hose
- NFPA 1962 Standard on Car, Use, Inspection, Testing and replacement of Fire hose
- NFPA 1963 Standard for Fire Hose Connections
- NFPA 1500 Standard for Fire Department Occupational Health and Safety

Engagement Opportunities

There are no engagement implications associated with entering into a Funding Agreement with Firehouse Subs Public Safety Foundation of Canada.

ATTACHMENTS

Schedule A – Firehouse Subs Public Safety Foundation of Canada Funding Agreement

Respectfully submitted:

Jamie MacNeil
Fire Chief

Reviewed by:

Mary Hasan
Director of Finance/Treasurer

Firehouse Subs Public Safety Foundation of Canada ("Foundation")

FUNDING AGREEMENT between the Foundation and **The Corporation of the Township of Puslinch, on behalf of Puslinch Fire and Rescue Services** (the **"Recipient")**

1. **Funding**

The Foundation does hereby agree to provide a grant of **$46,307.40 CAD** (the "**Grant**") to **the Corporation of the Township of Puslinch, on behalf of Puslinch Fire and Rescue Services, Puslinch, ON** to be used for the purchase of **Variety of Hoses & Nozzles** (the "**Purpose**") as set out in the application and detailed in the submitted quote.

2. **Obligations of the Recipient**

i) The Recipient will provide an acknowledgment of receipt of the EFT transfer within 10 days of receiving the funding.
ii) The Recipient will use the grant only for the Purpose that is detailed in the submitted quote and detailed in the application. Items purchased outside of the approved quote are the financial responsibility of the granted organization.
iii) Respond to requests from time to time by the Foundation including, but not limited to, evidence of receipt of equipment being acquired.
iv) The Recipient will provide all invoices and delivery receipts to document the purchases in order to confirm that the grant purpose has been satisfied.
v) Any excess funds, *including rebates of quoted tax (HST)* must be returned to the Foundation to be used for future grant awards.
vi) **DEADLINE for submitted documentation: May 31, 2026**

3. **Further Assurances**

The Recipient does hereby agree to do such further acts related to the grant award acknowledgement including but not limited to press events and photo opportunities. Respond to requests for additional documents relating to the grant for reporting and auditing as the Foundation may determine to be necessary or desirable.

4. **Governing Law**

This Funding Agreement shall be governed by the laws of the Province of ON and any Federal laws applicable thereto.

Firehouse Subs Public Safety Foundation of Canada

_____

Date:_____

The Corporation of the Township of Puslinch, on behalf of Puslinch Fire and Rescue Services

_____

Printed Name:_____

Title:_____

Date:_____

_____

Printed Name:_____

Title:_____

Date:_____

REPORT FIN-2025-029

TO: Mayor and Members of Council

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: December 17, 2025

SUBJECT: 2026 Proposed Operating Budget
File No. F05 BUD

RECOMMENDATIONS

THAT Report FIN-2025-029 entitled 2026 Proposed Operating Budget be received; and

That Council approve the 2026 one-time base budget increases totalling $25,200, as outlined below, to be funded from the 2025 surplus:

Description	2026 Approved One-Time Base Budget Increases
Peer Review of Statements of Cultural Heritage Value or Interest	$2,100
Registration of Heritage Designation By-laws	$23,100

That Council approve the 2026 permanent base budget increases totalling $10,000, as outlined below, to be funded through the 2026 tax levy:

Description	2026 Approved Permanent Base Budget Increases
Township Economic Development and Community Events	$5,000
Planning Act Training	$5,000

Purpose

The purpose of this report is to provide Council with information regarding the 2026 Proposed Operating Budget.

The full 2026 Proposed Operating Budget is included as Schedule A to Report FIN-2025-029. A summary of the 2026 Proposed Operating Budget is included as Schedule B.

Background

Between September and December 2025, the Senior Leadership Team, in collaboration with the Director of Finance/Treasurer and the Chief Administrative Officer, completed the development of the proposed 2026 operating budget.

Table 1 below summarizes the reports and presentation materials that Council has received to date as part of its deliberations on the 2026 Proposed Budget.

Table 1: Reports and Presentations Provided to Date for 2026 Proposed Budget Deliberations

Report	Council Meeting/Public Information Meeting (PIM)
REPORT FIN-2025-024 - 2026 Proposed User Fees and Charges	September 17, 2025
2026 Proposed User Fees and Charges PIM Presentation	September 17, 2025
REPORT FIN-2025-027 – 2026 Proposed Capital Budget	October 22, 2025
REPORT FIN-2025-028 – 2026 User Fees and Charges By-law	October 29, 2025
REPORT FIN-2025-025 - 2026 Proposed Cost of Living Adjustment (COLA)	October 29, 2025
REPORT FIN-2025-029 - 2026 Proposed Operating Budget	December 17, 2025
REPORT FIN-2025-030 - 2026 Grant Application Program	December 17, 2025
REPORT FIN-2025-031 – 2026 Municipal Insurance	December 17, 2025

2026 Proposed Base Operating Budget

The 2026 Proposed Base Operating Budget includes:

- Adjustments based on prior-year and current-year actuals;
- Unavoidable documented base budget increases (BBI) (e.g., fuel, insurance, contracted services); and
- Council-approved new projects, initiatives, and service level changes.

Table 2 below outlines the increases and decreases included in the 2026 Proposed Base Operating Budget compared to the 2025 Approved Operating Budget, categorized under three groupings.

Table 2a: Mandated Internally through Council Approved Policy or Previous Council Direction

Description	Expenditure Increase/ (Decrease)
COLA of 1.70% effective January 1, 2026, as approved by Council at the October 29, 2025 Council meeting. Building-related adjustments are funded through the Building Reserve.	$69.9K
Increase in salaries and benefits associated with the By-law Enforcement Officer I position at 0.5 full-time equivalent. The 2025 approved budget funded this position at 50%.	$33.7K
Council-directed phased-in Base Budget Increase (BBI) related to the Cambridge Fire Service Agreement of $10,375 annually until 40% of the contract value is achieved by 2027. The 2026 Proposed Base Operating Budget includes a total of $80.4K (2025 approved budget: $70.0K) associated with the Cambridge Fire Services contract. The total contract cost will reach $226.9K by the end of the contract term in 2027, as outlined in Report FIR-2024-005 presented at the November 20, 2024 Council meeting.	$10.4K

Increase in user fees and charges as approved by Council at the October 29, 2025 Council meeting, in accordance with By-law No. 2025-084. While the precise impact of fee increases by department is difficult to quantify, total Township-wide revenues and recoveries have increased by $133.4K. Significant variances include the following:
 	
• Decrease of $10K in administration recoveries and $16.6K in planning recoveries mainly due to the implementation of the new clearing accounts (see Table 2c).
• Decrease of $5.2K in building recoveries based on actuals.
• Increase of $63.3K in corporate recoveries based on actuals, primarily related to:
  o Investment income ($30.8K)
  o Interest on tax arrears ($80.1K)
  o Ontario Municipal Partnership Fund ($45.8K)
  o Payments in lieu of taxes ($9.6K)
  o Decrease of $54.4K in corporate discretionary reserve withdrawals
  o Decrease of $32.1K in supplemental taxation billings
• Increase of $55K in Election Discretionary Reserve withdrawals to support the costs associated with the 2026 municipal election.
• Increase of $20.2K in finance recoveries due to implementation of new fees and based on actuals.
• Increase of $8K in fire and rescue services recoveries based on actuals.
• Increase of $7.7K in optimist recreation centre recoveries, primarily from rental revenues.
• Decrease of $4.9K in public works recoveries based on actuals.
	-($133.4)K

Table 2b: Mandated Externally through Legislation, Other Agencies, or Current Economic Trends

Description	Expenditure Increase/ (Decrease)
Increase in mandatory employer contributions (e.g., EI, CPP, WSIB maximums), step progressions, and Ontario Minimum Wage adjustments. Building-related adjustments are funded through the Building Reserve.	$113.4K
Increase in City of Guelph dispatch costs, primarily related to NG9-1-1 requirements within the Fire & Rescue Services contract.	$7.7K
2026 Municipal Election costs of $59.4K, net of $55K funded from the Election Reserve (see Table 2a).	$59.4K
Increase in fuel costs across the corporation based on current projections and prior-year actuals. Building-related adjustments are funded through the Building Reserve.	$7.6K
Increase in hydro, heating, and waste management costs across the corporation based on current projections and prior-year actuals. Building-related adjustments are funded through the Building Reserve.	$13.6K
Increase in Conservation Authority levy payments based on proposed authority budgets.	$4.7K
Increase in municipal insurance premiums. Building-related adjustments are funded through the Building Reserve.	$6.9K
Increase in audit costs. Building-related adjustments are funded through the Building Reserve.	$5.0K

Table 2c: Recommended by Township Staff

Description	Expenditure Increase/ (Decrease)
Decrease in salaries and benefits associated with the 2025 corporate restructure. Building-related adjustments are funded through the Building Reserve.	-($18.0K)
Salaries and benefits increased due to the restructuring of Fire and Rescue Services and improved budgeting accuracy that reflects actual volunteer firefighter wages and benefits. This adjustment accounts for the sporadic nature of emergency response hours and training requirements.	$84.3K
One-time salary and benefit costs associated with staff vacancies are recommended to be funded at 75% from the 2025 estimated surplus (see Table 2a, which reflects a decrease in corporate discretionary reserve withdrawals; a portion of this decrease relates to this item). In 2025, these costs were funded at 100% from the surplus. The remaining $17.8K represents the portion no longer funded by the surplus.	$17.8K
Implementation of a new clearing account process for third-party recoveries related to engineering and legal fees. Under this approach, both expenditures and recoveries are recorded in a clearing account that nets to zero at year-end. This change results in a decrease of $150K in recoveries and a corresponding decrease of $151.7K in legal and	-($151.7K)

engineering expenditures, for a net decrease of $1.7K. Year-to-date recoveries in 2025 total approximately $293K (2025 budget: $150K). This process improves budgeting accuracy and ensures full recovery of eligible costs.	
Increase in vehicle maintenance costs within Fire and Rescue Services, as recommended in Report FIN-2025-027 – *Proposed Capital Budget*, presented to Council at the October 22, 2025 meeting.	$32.0K
Increase in winter maintenance costs within Public Works based on current projections and prior-year actuals.	$31.2K
Community Grants proposed 2026 budget of $19.0K (2025 approved budget: $21.9K). Staff are seeking Council direction on final grant allocations through Report FIN-2025-030 – 2026 Grant Application Program. The $19.0K represents total 2026 grant requests.	-($2.9K)
Please note that the following items have not been incorporated into the 2026 base operating budget: • Increased gravel maintenance dust suppression of $30.0K as outlined in Report FIN-2025-027 – Proposed Capital Budget, presented to Council at the October 22, 2025 meeting: • Additional 1% COLA of $41.1K to be contributed to a discretionary reserve in support of the 2028 market review process as outlined in Report FIN-2025-025 – Proposed COLA, presented to Council at the October 29, 2025 meeting.	Nil
At its October 22, 2025 meeting, Council directed staff to incorporate Option 3 – Non-Remote Decibel Reader into the 2026 budget, and Option 2 – Remote (Battery-Operated) Decibel Reader with 3-Year Warranty into the 2027 budget deliberations. Upon further review, staff recommend that the Township proceed with the purchase of Option 2 – the remote (battery-operated) decibel reader only, at an estimated cost of $13.5K USD (approximately $19.0K CDN), as previously presented in Report FIN-2025-027. This model meets the Township's operational needs for regulatory by-law enforcement. While the remote unit has a limited battery life, it can be strategically deployed to capture readings in accordance with the "point of reception" requirements outlined in the applicable by-laws. The device can be configured to collect data for durations ranging from a few minutes up to 50 hours, providing flexible deployment options to support various enforcement scenarios. In addition to the capital purchase cost, the following ongoing operating costs would apply as previously outlined in Report FIN-2025-027. These costs have been incorporated into the 2026 base operating budget: • NorCloud data collection subscription: approximately $100 USD per month (approximately $140 CDN/month or $1.6K CDN/year) • Annual operating provision: $1.0K per year to support potential component replacements in advance of the five-year system lifecycle	$2.6K

Puslinch Community Centre (PCC) Revenue Analysis

At its March 26, 2025 meeting, Council, through Resolution No. 2025-105, directed staff to report during the 2026 budget process on PCC rental revenues and the impact of updated facility capacity limits.

Previously, on November 8, 2023, Council approved the following resolution regarding PCC capacity limits:

That the Puslinch Community Centre capacity limits of 150 for non-residents and 250 for residents be updated in the Township's Facility Rental Agreements and the Alcohol Risk Management Policy, effective immediately.

These revised capacity limits came into effect in late 2023/early 2024.

Table 3 provides a financial review of PCC rental revenues prior to COVID closures and following the updated capacity limits:

Table 3: PCC Revenue Analysis

	Actual Revenues						
Description	2019 (pre-COVID)	2022	2023	2024	2025 Projected	2025 Budget	2025 Projected Variance
Hall - Commercial	$1,547	$ -	$ -	$ -	$ -	$1,016	-$1,016
Hall – Non-Prime	$19,969	$14,975	$20,756	$20,682	$15,764	$21,047	-$5,283
Hall – Prime	$29,365	$15,587	$26,770	$19,859	$19,804	$34,739	-$14,935
Kitchen – Non-Prime	$3,143	$686	$2,357	$3,886	$2,198	$3,809	-$1,611
Licensed Events Using Patio	$285	$181	$126	$317	$239	$346	-$107
Meeting Room	$13,427	$4,143	$11,047	$9,009	$5,965	$11,378	-$5,413
Total	$67,736	$35,572	$61,055	$53,754	$43,970	$72,335	-$28,365

Although the Township now has a third full-time facilities staff member, the full benefits of full-time staffing have not yet been realized due to vacancies and turnover. Student coverage has continued to be required for evenings and weekends.

While overall revenues are currently down, initial feedback suggests that the security-guard requirement under the Alcohol Risk Management Policy is discouraging some potential renters. Staff will conduct a detailed review through the Recreation and Parks Master Plan process, including tracking renter feedback. In the interim, staff are exploring the potential removal of the security-guard requirement, as full-time coverage for evening and weekend rentals is now feasible with the third full-time staff position.

Staff will also review the User Fees and Charges By-law to ensure fees are appropriate, informed by the Master Plan process and renter feedback.

Although actual PCC revenues for 2025 were lower than budgeted, it is recommended that the 2026 budget remain at 2025 levels, with the expectation that programming enhancements and Master Plan recommendations may increase revenues in future years.

Potential Land Acquisition

The Township can fund the proposed land acquisition through a blended reserve approach that minimizes long-term debt exposure, avoids unnecessary interest costs, and preserves future tax levy flexibility.

Proposed Funding Strategy:

- Primary Funding Source – Cash-in-Lieu of Parkland Restricted Reserve:
    - In accordance with the *Planning Act*, the primary purpose of this restricted reserve is parkland acquisition.
    - The current projected balance of the Cash-in-Lieu Reserve ($800K) will be applied toward the acquisition.
    - The full purchase cost will be allocated to this reserve, temporarily creating a deficit of $800K.
    - Using this reserve as an internal borrowing source enables the Township to restore/refund the Asset Management (AM) Discretionary Reserve and the Gravel Roads Improvement Discretionary Reserve as future developments contribute cash-in-lieu of parkland.
    - This approach avoids approximately $224K in total interest costs that would otherwise be incurred through a ten-year County of Wellington (County)-wide debenture and does not impact the tax levy.
    - This strategy is only advisable if sufficient future development is anticipated to recover the temporary deficit. Notably, non-residential development (2% of net land area) generates significantly higher cash-in-lieu contributions than residential development (approximately $13.5K per lot).

- Secondary Funding Sources - AM Discretionary Reserve and Gravel Roads Improvement Discretionary Reserve:
    - The remaining $800K will be funded through a combination of the AM Discretionary Reserve and the Gravel Roads Improvement Discretionary Reserve.
    - Following completion of the Sideroad 10 gravel road project in 2028, the Gravel Roads Improvement Discretionary Reserve is projected to retain approximately $400K, which can be applied toward the land acquisition.

- The remaining $400K would be funded from the AM Discretionary Reserve.
- Projected AM Discretionary Reserve balances remain within the minimum and maximum target ranges ($2.433M – $4.865M) from 2026–2029 and 2031–2035.
- In 2030, the projected balance is $2.387M, which is slightly below the targeted minimum.

Repayment Strategy:

As future cash-in-lieu contributions are received from development, the recommended repayment order is:

- 50% to the AM Discretionary Reserve
- 25% to the Gravel Roads Improvement Discretionary Reserve
- 25% retained in the Cash-in-Lieu Reserve

Operational and Budget Considerations:

- 2026 Initial Operating Costs for Vacant Lands:
  - $12K included in contract services for operational requirements such as garbage collection and routine maintenance.
  - Funded through a $10K reduction in the tree maintenance budget, which was $32K in 2025, with current year and historical average actuals of approximately $22K.
  - The $10K reallocation supports the proposed land acquisition, as timing constraints limit the completion of tree maintenance activities during the year.
  - Operating costs will increase once the land is developed.

Future Use and Revenue Generation Opportunities:

The Recreation and Parks Master Plan public consultation process will help determine the most appropriate future use of the property, including park amenities, community-oriented functions, and potential revenue-generating opportunities.

- Potential revenue sources (e.g., parking meters, divestment of lots, or cell tower opportunities) will be evaluated through the Master Plan process to:
  - Offset ongoing operating costs; and
  - Contribute toward one-time capital costs related to land acquisition and site development.
- Future site upgrades may be funded through Parks and Recreation Services development charges (DCs) and cash-in-lieu contributions.
  - DC balances are projected to range from –($90K) in 2026 to $542K in 2035.

- Any upgrades must be itemized in the Township's DC Study update planned for 2027 to ensure appropriate allocation of DC funding for eligible park-related capital projects.

Other Considerations:

- Should the Township later decide to sell the property, the Sale and Other Disposition of Land Policy would apply, including requirements for "marketable" land under Section 6(a).
- No additional insurance costs are anticipated for vacant land, as existing coverage automatically applies.
- If structures exist on the property, insurance options include:
  - Actual cash value named perils (high cost);
  - Demolition and debris removal only (low cost); or
  - Excluding structures entirely (no additional cost).

2026 Proposed Operating BBI Requests

All proposed operating BBIs related to new projects, initiatives, service levels, or governing legislation that have not been previously approved by Council are included as Schedule C to this Report. These requests are not incorporated in the base operating budget. Each BBI has been reviewed by the Chief Administrative Officer and the Director of Finance/Treasurer prior to presentation to Council, in accordance with the Budget Development and Control Policy.

The proposed 2026 one-time BBIs, totaling $25,200, are recommended to be funded from the 2025 surplus:

Description	2026 Proposed One-Time BBI
Peer Review of Statements of Cultural Heritage Value or Interest	$2,100
Registration of Heritage Designation By-laws	$23,100

The proposed 2026 permanent BBIs, totaling $10,000, are recommended to be funded through the 2026 tax levy:

Description	2026 Proposed Permanent BBI
Township Economic Development and Community Events	$5,000
Planning Act Training	$5,000

Community Engagement Survey – Engage Puslinch
Public Works, Parks and Facilities Service Level Review Engagement

Attached as Schedule D to this Report are the results of the community engagement survey conducted through the Township's online platform, EngagePuslinch.ca, for Council's information. The survey was open from June 20, 2025, to August 1, 2025.

During the survey period, multiple submissions were received from the same Session ID within a short timeframe, suggesting that the same user submitted multiple surveys. To ensure the integrity of the results, entries with the same Session ID have been combined into a single submission.

While survey responses are anonymous, the system generates a unique user ID for each submission. If multiple entries share the same user ID, it indicates that the same individual submitted more than one response. The survey results reflect 27 respondents, including 19 completed surveys and 44 visits to EngagePuslinch.ca.

Discretionary Reserves

Clause 10 of the Budget Development and Control Policy outlines the Township's approach to discretionary reserve financing and balance management. Schedule A of the Policy identifies the Township's operating and capital discretionary reserves, including their purpose and intended use.

Table 4 below summarizes the 2025 approved and 2026 proposed budgeted contributions to discretionary reserves.

Table 4: 2025 Approved and 2026 Proposed Budgeted Contributions to Discretionary Reserves

Discretionary Reserve	2025 Approved Budget	2026 Proposed Budget	Notes
Insurance Contingency	$0	$0	Current balance is $113K.
Legal Contingency	$0	$0	Current balance is $158K.
Elections	$13,750	$13,750	Current balance is $41.3K prior to any further contributions through the 2026 budget process. Net operating tax levy impact is $13,750.
Heritage Financial Incentive and Plaque Programs	$10,600	$10,600	Current balance is $29.5K prior to any further contributions through the 2026 budget process. Net operating tax levy impact is $0, as expenditures are also budgeted in Administration.
AM	$1,002,575	$1,051,509	See Report FIN-2025-027 presented at the October 22, 2025 Council meeting.

Information Technology	$20,000	$20,000	See Report FIN-2025-027 presented at the October 22, 2025 Council meeting.
Winter Maintenance	$0	$0	Current balance is $25K. It is recommended that any Public Works departmental surpluses in 2025 be allocated to this reserve once the surplus is confirmed in April 2026.
Administrative Studies	$40,000	$40,000	See Report FIN-2025-027 presented at the October 22, 2025 Council Meeting.
Gravel Roads Improvement	$344,050	$394,050	See Report FIN-2025-027 presented at the October 22, 2025 Council Meeting.
Total	$1,430,975	$1,529,909	Contributions are informed by projected reserve balances, planned contributions, and anticipated withdrawals.

In addition to the contributions noted above, the following reserve transfers are included in Schedules A and B of this report:

- A budgeted transfer from the Building Reserve of $139.2K (2025 budget: $135.3K) to ensure budgeted revenues and expenditures net to $0 in compliance with the Building Code Act. The net tax levy impact for the Building Department is $0.
- A budgeted transfer from the Election Discretionary Reserve of $55K (2025 budget: $0) to fund costs associated with the 2026 municipal election, as detailed in Tables 2a and 2b.
- A budgeted transfer from the Operating Carryforward Discretionary Reserve of $53.3K (2025 budget: $62.6K) to fund one-time salary and benefit costs related to staff vacancies. These costs are recommended to be funded at 75% from the 2025 estimated surplus, resulting in a net tax levy impact of $17.8K, as outlined in Table 2c.
- A budgeted transfer from the AM Discretionary Reserve of $10K (2025 budget: $10K) to address one potential maintenance activity related to a railway or sidewalk. The net tax levy impact is $0, as the expenditure is also budgeted within Public Works.
- A budgeted transfer from the Insurance Contingency Discretionary Reserve of $10K (2025 budget: $10K) to cover potential insurance deductible payments. The net tax levy impact is $0, as the expenditure is also budgeted within Administration.

Proposed Conferences, Seminar, Training, Memberships and Associations

In accordance with the Budget Development and Control Policy, Council will be provided with detailed listings of proposed Conferences, Seminars, Training, Memberships, and Associations when changes are proposed from the prior year's approved budget.

As the consolidated budgets for these items decrease in the 2026 budget compared to 2025, reflecting a more accurate representation of planned expenditures, detailed listings have not been provided.

2025 Surplus Allocation

Clause 11 of the Budget Development and Control Policy provides direction on the treatment of the General Corporate Surplus, as summarized below:

- A report is presented to Council each April, following the fiscal year-end, recommending the allocation of the General Corporate Surplus either to the AM Discretionary Reserve, in accordance with Council Resolution No. 2019-347, or to another discretionary reserve based on Council direction.
- Council Resolution No. 2019-347 authorizes Council to allocate all budget surpluses to the AM Discretionary Reserve to support future AM obligations.

At this time, it is too early to provide a reliable surplus estimate, as not all 2025 actuals have been processed. However, based on current information, the Township is not expected to be in an operating deficit position. Most year-to-date balances reflect transactions processed as of November 30, 2025, including vendor invoices (expenditures) and cash receipts (revenues). Additional year-end journal entries required for the 2025 audit will be posted in February 2026, and vendor invoices received in January and February 2026 will also be allocated to 2025 where they relate to goods or services delivered in 2025.

As outlined in this report, it is recommended that:

- The one-time BBIs be funded from the 2025 surplus; and
- Approximately $53.3K in one-time salary and benefit costs resulting from staff vacancies also be funded through the 2025 surplus; and
- Any Public Works operating surpluses be allocated to the Winter Maintenance Discretionary Reserve.
- Should further surplus funds remain following completion of the 2025 audit in April 2026, it is recommended that the balance be allocated to the AM Discretionary Reserve, consistent with Council Resolution No. 2019-347, or to another discretionary reserve at Council's direction.

General corporate surpluses for 2018–2020 and 2022–2024 were fully allocated to the AM Discretionary Reserve.

As in previous years, staff will provide Council with a status report on the 2025 surplus/deficit position following completion of the annual audit in April 2026.

Financial Implications

Table 5 below outlines the 2025 approved operating tax levy compared to the 2026 proposed operating tax levy.

Table 5: 2025 Approved Operating Tax Levy Compared to 2026 Proposed Operating Tax Levy

	2025 Approved Operating Budget	2026 Proposed Operating Budget	Notes
Operating Expenditures	$7,477,649	$7,787,713	The increase in expenditures is summarized further in the section of this report entitled 2026 Proposed Base Operating Budget. A portion of the increase is offset by reserve withdrawals and increased revenues/recoveries.
Operating Revenues	-($3,241,316)	-($3,374,698)	The increase in revenues/recoveries is summarized further in the section of this report entitled 2026 Proposed Base Operating Budget. Revenues are shown as a negative, representing a reduction in the operating tax levy requirement.
Total Operating Tax Levy	$4,236,333	$4,413,016	

The operating tax levy increase outlined in Schedules A and B of Report FIN-2025-029 totals $176.7K, as summarized above.

It should be noted that the operating tax levy increase identified above does not include BBI requests of $10,000, which are proposed to be funded by the operating tax levy as outlined in the section of this report entitled 2026 Proposed Operating BBI Requests.

Table 6 below outlines the 2025 approved total tax levy impact compared to the 2026 proposed total tax levy impact, inclusive of both operating and capital tax levy requirements.

Table 6: 2025 Approved Total Tax Levy Compared to the 2026 Proposed Total Tax Levy

Description	2025 Approved Budget	2026 Proposed Budget	Difference
Total Capital Tax Levy	$1,435,809	$1,512,559	$76,750
Total Operating Tax Levy	4,236,333	$4,413,016	$176,683
Total Municipal Tax Levy	$5,672,143	$5,925,575	$253,432

Municipal Property Assessment Corporation (MPAC) - 2026 Returned Assessment Roll

Based on the 2026 MPAC returned assessment roll and the tax levy impacts outlined in this report, approximately each additional $57,500 of taxes levied results in a 1% tax rate increase for the Township portion of taxes on the median/typical single-family home.

Consistent with prior practice, the 2026 returned assessment roll, received from MPAC in mid-December, has been compared to the 2025 returned assessment roll to determine assessment changes for median/typical properties within the Township. Township staff verified median/typical property assessment changes using the Ontario Property Tax Analysis Tool, which became available in December 2025. These assessment changes have been incorporated into the calculation of tax rate impacts for median/typical properties, as outlined in the tables that follow in this report.

The education tax rates are based on correspondence received from the Ministry of Finance in December 2025 and remain unchanged from 2025. The County tax rates are preliminary, as the County's budget is scheduled for approval by County Council on January 29, 2026. Both Township and County tax rates remain subject to change pending adoption of the County Tax Policy, anticipated in approximately April 2026.

Assessment Base and Growth

The 2026 returned assessment roll continues to be based on January 1, 2016 assessed values, reflecting the Province's continued postponement of the 2021 assessment update. As a result, property assessments for the 2026 taxation year remain based on January 1, 2016 values, with the 2021 assessment values deemed for 2026.

Despite the continued postponement of reassessment, the Township has experienced minimal new assessment growth related to new construction and renovations.

The Township's 2026 weighted assessment growth is approximately 0.63% (2025: 1.67%), representing $17.9M in new assessment (2025: $46.9M). This growth generates approximately $35.6K in additional Township tax revenue, based on a comparison of the 2025 returned assessment roll to the 2025 year-end assessment roll. The 2026 returned assessment roll is consistent with the 2025 year-end roll.

Absent any new assessment growth, the proposed 2026 budget would have resulted in:

- A Township tax increase of 4.47%, or approximately $59 on the median/typical single-family home; and
- A blended tax increase of 3.18%, or approximately $226 on the median/typical single-family home.

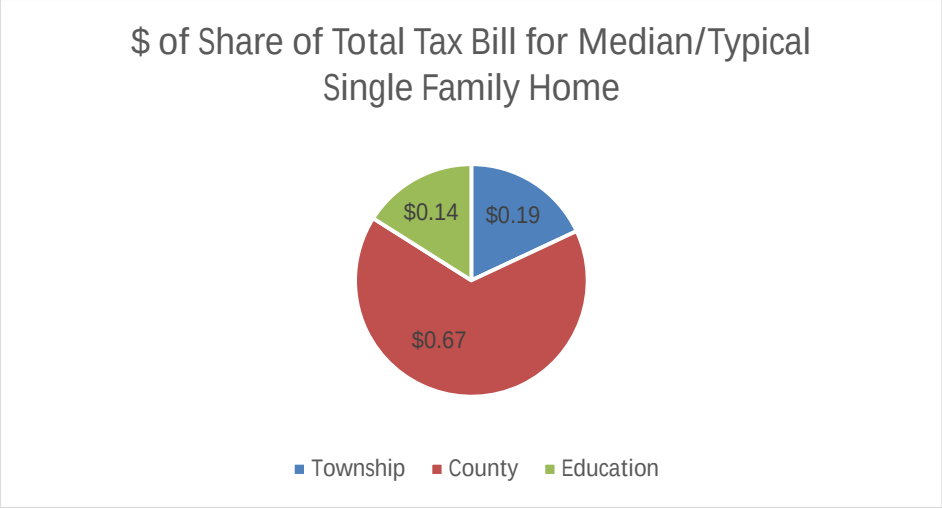
Median/Typical Single Family Home

Table 7 below illustrates the impact of the proposed 2026 budget on a median/typical single-family home with an assessed value of $666,000, unchanged from 2025.

- Township taxes increase by approximately 3.82%, or $51 annually (approximately $4 per month).
- Blended taxes (Township, County, and Education) increase by approximately 3.06%, or $218 annually.

Table 7: Median/Typical Single-Family Home – Tax Impact

Description	Share of Total Tax Bill	2025	2026	$ Change from 2025	% Change from 2025
Median Assessment		$666,000	$666,000	$0	0.00%
Yearly Township Taxes	$0.19	$1,326	$1,377	$51	3.82%
Yearly County Taxes	$0.67	$4,772	$4,939	$167	3.50%
Yearly Education Taxes	$0.14	$1,019	$1,019	$0	0.00%
Yearly Blended Taxes	$1.00	$7,117	$7,334	$218	3.06%
Yearly Township Taxes per $100K Assessment		$199	$207	$8	3.82%
Yearly Blended Taxes per $100K Assessment		$1,069	$1,101	$33	3.06%



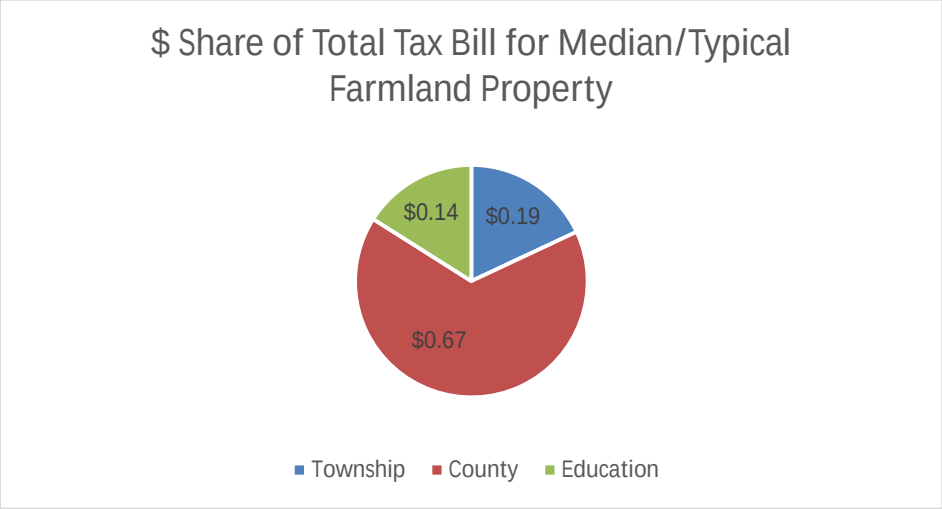
Median/Typical Farmland Property

Table 8 below illustrates the impact of the proposed 2026 budget on a median/typical farmland property with an assessed value of $709,100, unchanged from 2025.

- Township taxes increase by approximately 3.82%, or $13 annually (approximately $1 per month).
- Blended taxes (Township, County, and Education) increase by approximately 3.06%, or $58 annually.

Table 8: Median/Typical Farmland Property – Tax Impact

Description	Share of Total Tax Bill	2025	2026	$ Change from 2025	% Change from 2025
Median Assessment		$709,100	$709,100	$0	0%
Yearly Township Taxes	$0.19	$353	$366	$13	3.82%
Yearly County Taxes	$0.67	$1,270	$1,315	$44	3.50%
Yearly Education Taxes	$0.14	$271	$271	$0.00	0.00%
Yearly Blended Taxes	$1.00	$1,894	$1,952	$58	3.06%
Yearly Township Taxes per $100K Assessment		$50	$52	$2	3.82%
Yearly Blended Taxes per $100K Assessment		$267	$275	$8	3.06%



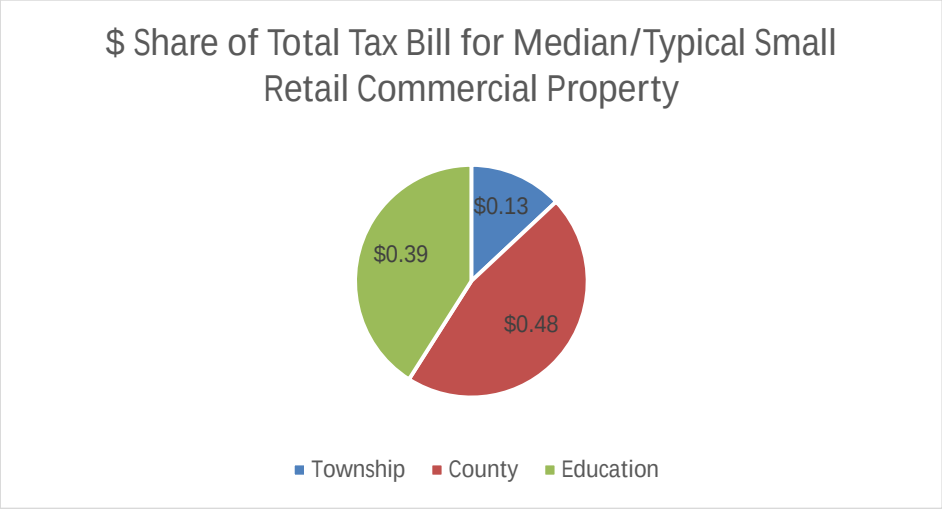
Median/Typical Small Retail Commercial Property

Table 9 below illustrates the impact of the proposed 2026 budget on a median/typical small retail commercial property with an assessed value of $636,100 (2025: 615,600).

- Township taxes increase by approximately 0.47%, or $9 annually (approximately $0.75 per month).
- Blended taxes (Township, County, and Education) decrease by approximately 1.12%, or $160 annually.

Table 9: Median/Typical Small Retail Commercial Property – Tax Impact

Description	Share of Total Tax Bill	2025	2026	$ Change from 2025	% Change from 2025
Median Assessment		$636,100	$615,600	-($20,500)	-(3.22%)
Yearly Township Taxes	$0.13	$1,888	$1,897	$9	0.47%
Yearly County Taxes	$0.48	$6,795	$6,806	$11	0.17%
Yearly Education Taxes	$0.39	$5,598	$5,417	-($180)	-(3.22%)
Yearly Blended Taxes	$1.00	$14,281	$14,121	-($160)	-(1.12%)
Yearly Township Taxes per $100K Assessment		$307	$308	$1	0.47%
Yearly Blended Taxes per $100K Assessment		$2,320	$2,294	-($26)	-(1.12%)



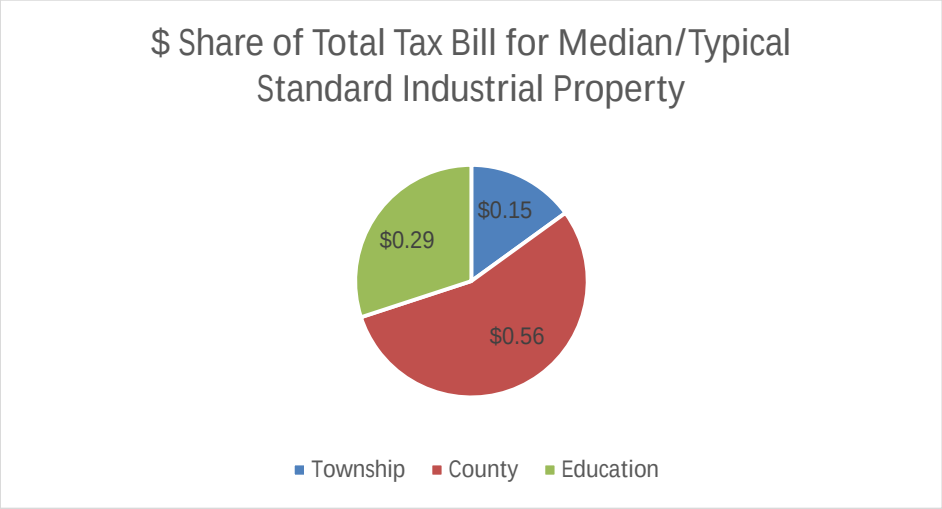
Median/Typical Standard Industrial Property

Table 10 below illustrates the impact of the proposed 2026 budget on a median/typical standard industrial property with an assessed value of $1,649,000, unchanged from 2025.

- Township taxes increase by approximately 3.82%, or $301 annually (approximately $25 per month).
- Blended taxes (Township, County, and Education) increase by approximately 2.55%, or $1,294 annually.

Table 10: Median/Typical Standard Industrial Property – Tax Impact

Description	Share of Total Tax Bill	2025	2026	$ Change from 2025	% Change from 2025
Median Assessment		$1,649,000	$1,649,000	$0	0%
Yearly Township Taxes	$0.16	$7,879	$8,180	$301	3.82%
Yearly County Taxes	$0.56	$28,355	$29,348	$993	3.50%
Yearly Education Taxes	$0.28	$14,511	$14,511	$0	0.00%
Yearly Blended Taxes	$1.00	$50,746	$52,039	$1,294	2.55%
Yearly Township Taxes per $100K Assessment		$478	$496	$18	3.82%
Yearly Blended Taxes per $100K Assessment		$3,077	$3,156	$78	2.55%



Applicable Legislation and Requirements

Municipal Act, 2001

Engagement Opportunities

The Township will incorporate a number of engagement opportunities as part of the 2026 budget process, including:

- Advisory Committee Budget Input
- Social Media Posts and/or Advertisements on:
  - Facebook.ca/TownshipofPuslinch
  - Twitter.com/TwpPuslinchON
  - Instagram.com/TownshipofPuslinch
- Township Website Banner and Budget Page at puslinch.ca/government/budget/
- Community Engagement Survey at EngagePuslinch.ca
- Puslinch Today Advertisement
- Wellington Advertiser Advertisement
- Public Information Meeting - January 21, 2026 at 7:00 p.m.
- Media releases promoting the EngagePuslinch.ca survey and highlighting the final budget.
- Community Newsletter outlining final budget highlights, distributed with the final tax bill in August 2026.

Attachments

Schedule A – 2026 Proposed Operating Budget - Detail

Schedule B – 2026 Proposed Operating Budget - Summary

Schedule C – 2026 Proposed Operating BBI's

Schedule D - Public Works, Parks and Facilities Service Level Review Community Engagement Survey Results

Respectfully submitted:	Contributors:	Reviewed by:
Mary Hasan, Director of Finance/Treasurer	Mike Fowler, Director of Public Works and Capital Projects Management Justine Brotherston, Director of Corporate Services/Municipal Clerk	Courtenay Hoytfox, Chief Administrative Officer

	Sarah Huether, Director of Community Services and Human Resources Jamie MacNeil, Fire Chief Andrew Hartholt, Chief Building Official Michelle Cassar, Deputy Treasurer Laura Emery, Manager of Corporate Services/Deputy Clerk Jacob Normore, By-law Enforcement Supervisor Kari Pond, Procurement and Agreement Coordinator Daniel Hernandez, Taxation and Revenue Coordinator Connie Smith, Financial Assistant	

Row Labels	2024 Actuals	2025 Year to Date	2025 Budget	2026 Budget
Administration				
Expenditures				
Advertising	1,862	535	2,215	2,190
Clothing, Safety Allowance	740	53	2,585	2,210
Communication (phone,fax,internet)	793	1,256	1,716	1,218
Contract Services	44,805	54,083	61,491	61,148
Events & Other	10,876	8,578	13,745	12,310
FT Wage Related Expenses	88,025	97,450	117,390	103,354
FT Wages	506,568	555,934	672,644	604,045
Group Benefits	59,081	63,185	85,445	67,740
Heritage Financial Incentive and Plaque Programs	2,313	0	10,600	12,900
Insurance	41,999	42,572	54,249	50,058
Membership & Subscription Fees	37,225	16,534	18,390	18,320
Mileage	657	291	500	500
Office Supplies & Equipment	1,124	870	1,300	1,100
OT Wages	4,227	0	500	500
Professional Development	15,866	7,037	24,781	31,311
Professional Fees - Engineering & Environmental	50,447	21,007	18,145	20,000
Professional Fees - Legal	170,404	119,611	68,500	60,000
Professional Fees - Water Monitoring Programs	5,472	1,641	4,751	4,010
PT Wages or other Remuneration	16,337	59,603	8,758	0
PT Wages or other Remuneration Related Expenses	1,472	9,720	1,681	0
Travel - Accomodations & Parking	2,095	1,639	2,100	2,100
Travel - Air Fare	0	0	200	0
Travel - Meals	181	494	400	400
WSIB	15,505	9,132	18,494	16,055
Expenditures Total	1,078,077	1,071,224	1,190,581	1,071,468
Revenues				
Admin - Agreement, Commissioner, FOI, Photocopy	-3,731	-6,829	-3,659	-2,500
Admin - Eng., Env., and Legal Recoveries	-13,213	-4,488	-10,000	0
Admin - Nestle Agreement Recoveries	-500	0	-500	0
Admin - Other Recoveries	-3,000	-1,510	-500	-500

Admin - Recoveries from Staff Events	-1,305	0	-1,000	-1,400
Heritage Financial Incentive and Plaque Programs	0	0	-10,600	-10,600
Revenues Total	-21,748	-12,826	-26,259	-15,000
Administration Total	1,056,328	1,058,398	1,164,322	1,056,468

Building				
Expenditures				
Advertising	1,083	377	910	910
Bank Service Charges	6,580	6,339	5,100	5,900
Clothing, Safety Allowance	706	234	980	980
Communication (phone,fax,internet)	3,629	3,415	4,437	3,278
Computer Software & Hardware	0	0	200	0
Contract Services	62,352	52,204	80,117	73,015
Emergency Management	604	535	603	641
FT Wage Related Expenses	74,619	77,328	85,241	89,954
FT Wages	406,039	413,520	463,564	490,176
Fuel	1,822	0	2,222	2,333
Group Benefits	48,570	59,076	68,870	62,402
Insurance	14,606	14,716	15,383	13,353
Membership & Subscription Fees	5,379	5,563	5,737	5,176
Mileage	806	1,362	750	970
Municipal Office Costs Recovered from Building	22,125	0	21,117	21,791
Office Supplies & Equipment	1,572	1,110	1,170	1,170
OT Wages	0	0	500	500
Postage	1,088	1,081	1,000	1,100
Professional Development	6,398	4,613	11,775	13,277
Professional Fees - Audit	5,446	7,922	8,385	9,885
Professional Fees - Engineering & Environmental	3,687	71	3,000	3,000
Professional Fees - Legal	21,120	11,586	46,000	21,000
Travel - Accomodations & Parking	2,374	2,915	2,000	2,200
Travel - Meals	465	818	150	350
Vehicle Maintenance	356	203	1,000	700
WSIB	12,730	7,825	13,727	14,651
Expenditures Total	704,157	672,814	843,940	838,713
Revenues				
Building - ALTER Septic System Permits	-8,951	-5,076	-5,640	-5,730
Building - Alternate Solution Application	0	-603	-603	-613
Building - Demolition Permits	-1,991	-558	-2,046	-1,512
Building - Designated Structures Permit	-3,896	-1,002	-2,004	-1,018

Building - Farm Building Permits	-6,434	-43,393	-20,600	-20,600
Building - Inspection of works not ready	-181	-186	-372	-189
Building - Inst, Commercial & Industrial Permits	-44,562	-92,664	-206,000	-206,000
Building - NEW Septic System Permits	-26,317	-19,014	-34,638	-29,874
Building - Occupancy Permits	-5,249	-3,534	-5,871	-3,780
Building - Online Service Fee	-3,433	-3,391	-3,000	-3,100
Building - Other Recoveries	-11,851	0	-500	-500
Building - Reproduction of Drawing Fees Recovered	0	0	-50	0
Building - Residential Building Permits	-302,914	-335,080	-420,240	-420,240
Building - Revision to Approved Plans	-3,884	-4,136	-4,136	-4,202
Building - Sign Permits	-1,824	0	-1,252	-954
Building - Tent or Marquee	-1,220	-1,004	-1,506	-1,020
Building - Transfer of Permit	0	0	-186	-189
Reserve - Building Surplus	0	0	-135,296	-139,192
Revenues Total	-422,707	-509,641	-843,940	-838,713
Building Total	281,449	163,173	0	0

By-law				
Expenditures				
Advertising	60	799	1,000	1,000
Clothing, Safety Allowance	234	1,426	2,020	895
Communication (phone,fax,internet)	879	1,330	1,355	920
Contract Services	26,814	21,513	25,162	26,191
Equipment Maintenance & Supplies	0	0	0	1,000
FT Wage Related Expenses	15,056	18,881	23,473	26,836
FT Wages	80,168	99,892	125,929	144,025
Fuel	1,613	0	1,497	1,572
Group Benefits	7,121	8,083	12,843	16,803
Insurance	11,886	12,352	12,532	13,353
Livestock Loss	0	500	353	353
Membership & Subscription Fees	534	304	507	418
Mileage	0	717	250	250
Office Supplies & Equipment	266	143	150	150
OT Wages	0	0	500	500
Professional Development	3,564	7,317	14,300	7,000
Professional Fees - Engineering & Environmental	52,665	2,021	15,000	2,500
Professional Fees - Legal	199,040	90,006	109,500	53,000
PT Wages or other Remuneration	0	0	400	9,484
PT Wages or other Remuneration Related Expenses	0	0	0	1,365
Public Education	0	256	500	300
Signage	628	440	1,000	500
Travel - Accomodations & Parking	0	690	250	250
Travel - Meals	5	43	50	50
Vehicle Maintenance	1,236	2,855	700	1,500
WSIB	2,605	1,403	3,907	4,836
Expenditures Total	404,376	270,969	353,178	315,052
Revenues				
By-law - Administrative Municipal Penalty System	0	-7,555	-30,000	-30,000
By-law - After Hours Response for Violation	0	0	-350	-356
By-law - Dog Tags and Kennel Licences	-15,032	-13,073	-14,468	-14,714
By-law - Eng. Env Fees Recovered	-76,978	0	-40,000	0

By-law - Filming Permit Fee	-1,174	0	-1,208	-614
By-law - Liquor License Letter	-364	0	-374	-190
By-law - Lottery Licences	-245	-60	-100	-100
By-law - Municipal Address Sign	-2,001	-1,202	-1,700	-1,728
By-law - Other Recoveries	-3,000	0	-1,465	-1,465
By-law - Property Standards Appeal Fee	0	0	-308	-313
By-law - Publicized Display Fee	0	0	-158	-160
By-law - Reinspection Fee	-231	-474	-79	-400
By-law - Septic Compliance Letter	-880	-360	-810	-784
By-law - Sign Permits	0	0	-1,511	-1,511
By-law - Site Alteration Agreement	-20,127	-149,224	-20,600	-60,000
By-law - Special Events Permit	-1,320	-669	-1,170	-1,092
By-law - Swimming Pool Enclosure Permit	-4,267	-2,322	-4,644	-2,620
Provincial Wildlife Damage Operating Compensation	0	-600	-353	-353
Revenues Total	-125,618	-175,540	-119,298	-116,400
By-law Total	278,758	95,429	233,880	198,652

Corporate				
Expenditures				
Conservation Authorities Levy Payment	192,122	199,789	199,789	204,503
Taxes written off	39,085	30,940	32,000	34,100
Expenditures Total	231,207	230,729	231,789	238,603
Revenues				
Corporate - IH Municipal Retained Portion	-6,310	-6,310	-6,310	-6,310
Corporate - Interest - Tax Arrears	-297,750	-365,247	-210,373	-290,500
Corporate - Interest on Cash and Equivalents	-390,656	-204,046	-329,720	-360,500
Corporate - Other Revenues	-12,000	-14,000	-14,000	-14,000
Corporate - Penalties - Property Taxes	-56,223	-63,572	-55,603	-57,000
Corporate - PIL - Greater Toronto Transit Authorit	-13,744	-14,308	-13,744	-15,207
Corporate - PIL Canadian National Railway	-1,357	-1,359	-1,357	-1,359
Corporate - PIL City of Guelph	-37,684	-38,049	-37,684	-38,630
Corporate - PIL County of Wellington Landfill	-8,732	-8,816	-8,732	-8,951
Corporate - PIL Guelph Junction Railway	-715	-716	-715	-716
Corporate - PIL Hydro One	-11,945	-11,947	-11,945	-11,947
Corporate - PIL Ministry Properties	-29,218	-30,417	-29,066	-32,585
Corporate - PIL Transportation Ministry	-36,410	-37,905	-36,410	-41,035
Corporate - PIL University of Guelph	-1,123	0	-1,123	0
Corporate - Provincial OMPF Operating Grant	-433,800	-465,300	-465,300	-511,100
Corporate - Supplemental Taxation	-505,520	-83,444	-191,032	-158,865
Corporate Insurance Contingency	0	0	-10,000	-10,000
Corporate Legal Contingency	0	0	-26,750	0
Operating Carryforward	0	0	-81,014	-53,339
Revenues Total	-1,843,189	-1,345,436	-1,530,879	-1,612,044
Corporate Total	-1,611,982	-1,114,706	-1,299,090	-1,373,441

Council				
Expenditures				
Group Benefits	22,062	27,456	31,564	32,354
Mileage	440	0	300	350
Office Supplies & Equipment	0	73	100	100
Professional Development	1,763	1,531	1,500	1,500
PT Wages or other Remuneration	114,539	116,838	130,604	132,824
PT Wages or other Remuneration Related Expenses	6,954	7,174	10,318	10,493
Travel - Accomodations & Parking	1,376	518	1,500	1,500
Travel - Air Fare	0	0	200	0
Travel - Meals	67	0	100	100
Expenditures Total	147,201	153,589	176,185	179,221
Council Total	147,201	153,589	176,185	179,221

Elections				
Expenditures				
Advertising	0	0	0	6,500
Contract Services	1,883	1,883	1,883	38,689
Elections	0	0	13,750	13,750
Office Supplies & Equipment	0	0	0	2,500
Postage	0	0	0	12,838
Professional Development	0	0	0	750
Expenditures Total	1,883	1,883	15,633	75,027
Revenues				
Elections	0	0	0	-55,000
Revenues Total	0	0	0	-55,000
Elections Total	1,883	1,883	15,633	20,027

Finance				
Expenditures				
Advertising	27,887	33,826	20,145	22,098
Bank Service Charges	15,351	14,791	11,500	13,800
Communication (phone,fax,internet)	6,612	5,495	5,846	6,106
Community Grants	14,870	21,870	21,870	19,013
Computer Software & Hardware	0	0	880	0
Contract Services	75,573	36,576	37,533	36,386
Emergency Management	1,409	1,249	1,407	1,495
Environmental Service - Garbage Bags	15,000	15,500	9,900	13,600
False Alarm Fees from County	0	-480	0	0
FT Wage Related Expenses	61,036	51,166	66,382	77,230
FT Wages	330,572	276,579	361,722	422,166
Group Benefits	42,094	30,749	37,467	48,139
Membership & Subscription Fees	2,056	2,007	2,054	3,203
Mileage	15	113	50	100
Office Supplies & Equipment	4,407	3,352	4,230	4,230
OT Wages	2,233	0	500	500
Other Write-offs	3,925	0	0	0
Postage	13,824	15,967	14,200	16,000
Professional Development	1,736	560	4,009	9,009
Professional Fees - Audit	12,708	18,485	19,565	23,065
PT Wages or other Remuneration	60,847	50,736	0	0
PT Wages or other Remuneration Related Expenses	9,041	5,604	0	0
Travel - Accomodations & Parking	8	0	200	200
Travel - Meals	11	0	50	50
WSIB	12,054	1,622	10,280	12,273
Expenditures Total	713,268	585,766	629,790	728,663
Revenues				
Finance - Advertising, Legal, & Realtax fees rec.	-23,915	-29,260	-20,000	-24,600
Finance - Garbage Bags	-16,913	-16,679	-9,900	-14,400
Finance - NSF Fees	-1,230	-540	-990	-966
Finance - Online Service Fee	-3,334	-3,415	-2,500	-3,100
Finance - Other Recoveries	-3,180	-714	-1,000	-1,000

Finance - Tax Arrears Mailed Notice	0	0	0	-10,000
Finance - Tax Certificates Fee	-10,758	-9,860	-9,656	-10,212
Revenues Total	-59,330	-60,468	-44,046	-64,278
Finance Total	653,938	525,299	585,744	664,385

Fire and Rescue				
Expenditures				
Advertising	0	3,039	500	500
Cleaning - Personal Protective Equipment	0	4,280	5,000	5,000
Clothing, Safety Allowance	28,407	19,846	16,252	16,252
Communication (phone,fax,internet)	8,643	4,800	6,358	5,032
Contract Services	138,992	143,539	151,705	172,709
Equipment Maintenance & Supplies	22,840	26,312	22,000	22,000
FT Wage Related Expenses	19,045	31,965	21,963	40,137
FT Wages	86,382	159,314	123,341	222,898
Fuel	24,724	66	21,333	22,400
Group Benefits	26,386	29,803	32,967	45,974
Insurance	59,432	61,758	62,662	66,763
Membership & Subscription Fees	1,080	930	2,106	1,431
Mileage	537	996	1,000	1,000
Office Supplies & Equipment	1,420	471	1,000	850
Oxygen & Medical Supplies	4,965	4,529	4,200	4,200
Permits	565	580	565	580
Professional Development	19,142	17,512	23,530	19,355
PT Wages or other Remuneration	479,757	362,079	416,016	388,824
PT Wages or other Remuneration Related Expenses	101,786	73,510	37,223	17,098
Public Education	2,380	2,486	3,000	2,700
Travel - Accomodations & Parking	849	135	600	600
Travel - Meals	666	851	550	675
Vehicle Maintenance	40,828	54,234	48,000	80,000
Vehicle Plates	265	0	265	265
WSIB	17,835	7,951	16,470	23,992
Expenditures Total	1,086,924	1,010,987	1,018,606	1,161,235
Revenues				
Fire - Burning Permit Violations	-1,120	0	-560	-571
Fire - Extinguisher Training	-510	0	-254	-184
Fire - Fire Alarm False Alarm Calls	-1,680	-1,141	0	-1,141
Fire - Fire Safety Plan Review	0	0	-144	-146
Fire - Fireworks Permits	0	-119	-119	-121

Fire - Information/Fire Reports	-440	-528	-565	-570
Fire - Key Boxes	0	0	-178	-181
Fire - Motor Vehicle Emergency Responses	-101,880	-53,828	-96,162	-107,825
Fire - Open Burning Permit and Inspection	-18,025	-17,153	-15,792	-17,255
Fire - Protection Fees Recovered	-5,980	-2,010	-9,437	-3,200
Fire - Water Tank Locks	0	0	-22	-22
Provincial MHS4PSP Grant Program	0	-22,500	0	0
Revenues Total	-129,634	-97,278	-123,232	-131,216
Fire and Rescue Total	957,290	913,709	895,375	1,030,019

Heritage Advisory Committee				
Expenditures				
Membership & Subscription Fees	202	102	202	202
Mileage	201	707	300	350
Office Supplies & Equipment	0	21	100	50
Professional Development	275	572	1,000	1,000
PT Wages or other Remuneration	11,137	9,225	11,092	11,823
PT Wages or other Remuneration Related Expenses	862	720	1,370	1,496
Travel - Accomodations & Parking	675	1,040	500	700
Travel - Meals	20	54	50	50
WSIB	240	86	221	246
Expenditures Total	13,612	12,527	14,835	15,916
Revenues				
Federal Young Canada Works Operating Grant	-6,200	-4,500	-6,200	-6,000
Heritage Advisory Committee - Doors of Puslinch Posters	-18	0	-2,400	-102
Revenues Total	-6,218	-4,500	-8,600	-6,102
Heritage Advisory Committee Total	7,394	8,027	6,235	9,815

Library				
Expenditures				
Library Rent for Historical society	5,633	5,633	5,700	5,700
Water Protection	3,465	8,280	2,700	3,200
Expenditures Total	9,098	13,913	8,400	8,900
Revenues				
Library - Costs Recovered from County	-61,493	0	-4,000	-4,500
Revenues Total	-61,493	0	-4,000	-4,500
Library Total	-52,395	13,913	4,400	4,400

Municipal Office				
Expenditures				
Cleaning, Maintenance & Supplies - Interior	26,967	20,146	24,800	24,800
Contract Services	3,897	3,734	3,916	4,337
Heat	14,643	14,618	13,825	14,500
Hydro	18,078	18,100	17,900	18,400
Kitchen Supplies & Equipment	3,297	2,892	4,400	4,000
Outdoor Maintenance	483	101	500	300
Waste Removal	5,057	5,717	3,650	4,900
Water Protection	1,328	1,447	1,400	1,400
Expenditures Total	73,749	66,754	70,391	72,637
Revenues				
Municipal Office - Costs Recovered from Building	-22,125	0	-21,117	-21,791
Revenues Total	-22,125	0	-21,117	-21,791
Municipal Office Total	51,624	66,754	49,273	50,846

Optimist Recreation Centre				
Expenditures				
Advertising	0	0	1,000	1,000
Cleaning, Maintenance & Supplies - Interior	13,191	7,331	9,000	9,000
Clothing, Safety Allowance	212	507	600	600
Communication (phone,fax,internet)	4,170	3,369	3,514	3,252
Contract Services	77	160	563	646
Equipment Maintenance & Supplies	13,494	4,056	10,600	10,600
FT Wage Related Expenses	10,757	12,089	17,499	27,084
FT Wages	57,016	63,241	90,316	144,250
Group Benefits	10,097	6,674	14,683	16,151
Heat	5,608	5,433	5,750	5,750
Hydro	33,311	23,183	31,000	31,000
Insurance	11,886	12,352	12,532	13,353
Mileage	0	0	50	50
Office Supplies & Equipment	83	26	100	50
OT Wages	1,493	2,040	4,000	2,300
Outdoor Maintenance	4,387	141	8,000	5,900
Professional Development	243	0	0	500
PT Wages or other Remuneration	46,218	45,244	30,400	31,004
PT Wages or other Remuneration Related Expenses	5,178	6,357	5,836	5,947
Travel - Meals	0	0	50	50
Waste Removal	4,028	4,519	2,900	3,800
Water Protection	945	720	1,000	1,000
WSIB	3,441	1,241	3,854	5,467
Expenditures Total	225,835	198,682	253,246	318,754
Revenues				
ORC - Arena Summer Rentals	-6,462	-8,260	-7,633	-8,400
ORC - Gymnasium Rentals	-31,484	-32,531	-26,548	-33,084
ORC - Ice Rental - Non-Prime	-99	-468	-234	-476
ORC - Ice Rental - Prime	-35,991	-33,900	-38,867	-38,867
ORC - Other Recoveries	-478	-155	-437	-550
ORC - Rink Board and Ball Diamond Advertising	-1,235	-1,272	-1,272	-1,293
Revenues Total	-75,749	-76,585	-74,991	-82,670

Optimist Recreation Centre Total	150,086	122,096	178,255	236,084
Parks				
Expenditures				
Advertising	1,412	1,414	1,000	1,000
Clothing, Safety Allowance	0	0	0	1,200
Contract Services	3,708	756	1,724	17,224
Equipment Maintenance & Supplies	2,522	2,125	2,800	2,800
FT Wage Related Expenses	17,547	30,076	29,012	39,159
FT Wages	93,613	164,777	153,448	209,770
Fuel	2,753	0	6,485	6,808
Group Benefits	14,704	22,037	18,946	27,250
Hydro	4,549	4,001	3,300	4,000
Insurance	11,886	12,528	12,532	13,353
OT Wages	222	0	1,000	1,000
Outdoor Maintenance	23,979	7,936	16,000	13,000
Professional Development	2,091	0	1,500	1,000
PT Wages or other Remuneration	42,945	5,601	0	0
PT Wages or other Remuneration Related Expenses	8,025	1,051	0	0
Vehicle Maintenance	122	320	350	350
WSIB	4,476	2,425	4,772	6,554
Expenditures Total	234,554	255,046	252,871	344,468
Revenues				
Parks - Ball Diamond Rentals	-12,628	-14,988	-13,007	-15,243
Parks - Horse Paddock Rental	-59	0	-61	-92
Parks - Other Recoveries	-186	0	0	0
Parks - Picnic Shelter	-1,069	-940	-1,084	-1,010
Parks - Soccer Field Rentals	-6,102	-5,513	-6,207	-5,910
Parks - Tennis Court Rentals	-2,734	-1,440	-2,003	-2,037
Revenues Total	-22,777	-22,881	-22,361	-24,292
Parks Total	211,777	232,165	230,510	320,176

Planning				
Expenditures				
Advertising	5,113	3,527	5,378	4,878
Communication (phone,fax,internet)	36	188	100	150
Community & Community Improvement Plan Grants	13,936	13,650	19,854	19,854
Contract Services	119,038	66,928	121,158	129,558
FT Wage Related Expenses	21,490	21,838	22,735	11,664
FT Wages	114,782	113,279	123,016	62,627
Group Benefits	6,795	7,744	8,448	9,280
Membership & Subscription Fees	1,512	1,228	1,604	777
Mileage	18	0	50	50
Office Supplies & Equipment	64	77	200	100
OT Wages	1,378	2,365	500	500
Professional Development	809	0	2,250	1,725
Professional Fees - Engineering & Environmental	304,253	59,178	138,600	110,200
Professional Fees - Legal	108,209	19,213	89,250	41,600
Professional Fees - Water Monitoring Programs	4,562	651	3,700	3,700
Travel - Accomodations & Parking	15	0	200	200
Travel - Meals	0	0	50	50
WSIB	3,737	1,685	3,817	1,973
Expenditures Total	705,748	311,551	540,910	398,886
Revenues				
County BR+E Grant	-25,000	-25,000	0	-35,000
Planning - Additional Public Information Meeting	0	-2,000	0	-3,254
Planning - Agreements	-584	-1,978	-2,561	-2,604
Planning - Compliance Letter	-2,760	-2,950	-4,116	-3,349
Planning - Consent Review and Clearance	-2,791	-2,970	-3,255	-3,300
Planning - Eng. Env. & Legal Fees Recovered	-418,888	-24,102	-100,000	0
Planning - Lifting of Holding Designation (Zoning)	0	-1,516	-1,516	-1,542
Planning - Minor Variance Application	-17,042	-32,356	-22,108	-26,050
Planning - Ownership List Confirmation	-1,185	-1,289	-1,215	-1,230
Planning - Pre-Consultation Fee	-14,728	-43,000	-5,900	-6,585
Planning - Site Plan Control	-7,730	-127,506	-80,962	-82,341
Planning - Telecommun. Tower	0	-5,135	-1,079	-4,125

Planning - Third and Subsequent Submission	0	0	-600	-600
Planning - Zoning ByLaw Amend-Aggregate Appl	0	-80,000	0	0
Planning - Zoning ByLaw Amendment	-10,308	-92,266	-52,875	-89,625
Revenues Total	-501,015	-442,068	-276,187	-259,605
Planning Total	204,733	-130,517	264,722	139,281

Planning and Development Advisory Committee				
Expenditures				
Mileage	0	365	50	150
Office Supplies & Equipment	40	44	100	100
Professional Development	285	1,119	1,000	1,200
PT Wages or other Remuneration	4,677	2,417	5,274	5,364
PT Wages or other Remuneration Related Expenses	243	43	0	0
Travel - Accomodations & Parking	0	14	200	200
Travel - Meals	0	0	50	50
Expenditures Total	5,245	4,002	6,674	7,064
Planning and Development Advisory Committee Total	5,245	4,002	6,674	7,064

Public Works				
Expenditures				
Advertising	18	21	1,000	1,000
Calcium	67,987	77,641	76,000	76,000
Clothing, Safety Allowance	2,965	2,282	3,200	2,000
Communication (phone,fax,internet)	2,406	2,419	2,671	612
Contract Services	51,279	26,136	38,147	38,658
Equipment Maintenance & Supplies	692	0	1,000	700
FT Wage Related Expenses	94,581	86,600	106,430	107,518
FT Wages	501,656	445,302	567,062	587,433
Fuel	112,964	140,319	103,704	108,889
Group Benefits	63,228	47,627	69,768	66,412
Hydro	716	989	700	825
Insurance	83,204	86,461	87,727	93,469
Maintenance Gravel	91,138	40,027	75,000	75,000
Membership & Subscription Fees	729	239	729	739
Mileage	320	0	100	100
Municipal Street Naming	0	0	1,000	1,000
Office Supplies & Equipment	827	91	150	150
OT Wages	47,454	58,079	27,795	46,660
Pavement Markings	0	30,752	35,500	35,500
Permits	51	0	100	100
Professional Development	2,101	2,670	6,200	2,500
Professional Fees - Engineering & Environmental	851	0	1,000	1,000
PT Wages or other Remuneration	43,439	38,637	18,564	19,823
PT Wages or other Remuneration Related Expenses	6,902	5,761	3,563	3,802
Railway Maintenance & Upgrades	0	0	5,000	5,000
Road Maintenance Supplies	37,458	8,278	35,400	35,400
Shop Overhead	6,478	10,957	8,700	8,700
Sidewalk Repairs	0	793	5,000	5,000
Signage	11,775	14,788	14,500	14,500
Street Lights: Repairs and Hydro Expenses	17,637	19,307	14,850	17,000
Travel - Meals	75	0	350	350
Tree Maintenance Program	12,325	13,839	32,000	22,000

Vehicle Maintenance	54,404	86,846	42,000	42,000
Vehicle Plates	7,271	0	6,595	7,271
Waste Removal	1,913	3,105	500	2,500
Winter Maintenance	296,842	269,223	250,000	281,200
WSIB	18,394	5,227	17,994	17,999
Expenditures Total	1,640,080	1,524,416	1,660,000	1,728,811
Revenues				
Asset Management	0	0	-10,000	-10,000
Public Works - Entrance Permit	-4,692	-2,746	-3,292	-3,139
Public Works - Municipal Street Naming	0	0	-1,000	-1,000
Public Works - Other Recoveries	-105,340	-1	-28,516	-23,000
Public Works - Oversize/Haul Route Permits	-928	-1,428	-476	-1,210
Public Works - Third Party Cost Recovery	-100	0	-100	-100
Revenues Total	-111,060	-4,175	-43,384	-38,449
Public Works Total	1,529,020	1,520,241	1,616,616	1,690,362

Puslinch Community Centre				
Expenditures				
Advertising	0	0	1,000	1,000
Cleaning, Maintenance & Supplies - Interior	4,513	4,147	6,500	5,500
Clothing, Safety Allowance	266	379	520	780
Communication (phone,fax,internet)	3,943	2,741	2,940	3,000
Contract Services	4,648	4,258	5,347	5,438
FT Wage Related Expenses	22,394	9,453	18,100	26,898
FT Wages	120,817	49,475	95,411	143,226
Fuel	827	0	0	868
Group Benefits	13,253	7,662	10,271	16,174
Heat	6,683	5,847	5,200	6,300
Hydro	13,002	13,963	11,600	13,000
Insurance	11,886	12,352	12,532	13,353
Kitchen Supplies & Equipment	1,492	1,409	1,500	1,500
Mileage	0	0	50	50
Office Supplies & Equipment	10	26	100	50
OT Wages	2,897	1,402	500	2,450
Outdoor Maintenance	2,246	130	4,000	3,000
Professional Development	486	0	0	500
PT Wages or other Remuneration	2,673	3,383	0	0
PT Wages or other Remuneration Related Expenses	362	546	0	0
Travel - Meals	6	0	50	50
Waste Removal	16,111	18,069	12,600	15,400
Water Protection	4,316	4,483	3,700	4,200
WSIB	4,065	-46	2,964	4,458
Expenditures Total	236,896	139,678	194,885	267,195
Revenues				
PCC - Hall - Commercial Rentals	0	0	-1,016	-1,016
PCC - Hall - Non-Prime	-20,682	-14,450	-21,047	-21,047
PCC - Hall - Prime	-19,859	-18,154	-34,739	-34,739
PCC - Kitchen Facility Rental - Non-Prime	-3,886	-2,015	-3,809	-3,809
PCC - Licensed Events Using Patio	-317	-219	-346	-346
PCC - Meeting Room	-9,009	-5,468	-11,378	-11,378

PCC - Other Recoveries	-1,643	-134	-5,000	-5,000
Provincial Small Water Works Operating Grant	-5,171	0	-5,167	-5,803
Revenues Total	-60,568	-40,440	-82,502	-83,138
Puslinch Community Centre Total	176,329	99,238	112,383	184,057

Recreation and Community Wellness Advisory Committee				
Expenditures				
Mileage	0	0	50	50
Office Supplies & Equipment	18	132	100	100
Professional Development	0	0	500	500
PT Wages or other Remuneration	1,063	2,088	3,955	4,023
PT Wages or other Remuneration Related Expenses	47	36	0	0
Travel - Accomodations & Parking	0	0	200	200
Travel - Meals	0	0	50	50
Expenditures Total	1,128	2,256	4,855	4,923
Recreation and Community Wellness Advisory Committee Total	1,128	2,256	4,855	4,923

Source Water Protection				
Expenditures				
Contract Services	9,870	7,255	10,152	11,500
Expenditures Total	9,870	7,255	10,152	11,500
Revenues				
Source Water Protection - Other Recoveries	-20,005	-15,120	-20,520	-21,500
Revenues Total	-20,005	-15,120	-20,520	-21,500
Source Water Protection Total	-10,135	-7,865	-10,368	-10,000

Youth Advisory Committee				
Expenditures				
Mileage	0	0	50	50
Office Supplies & Equipment	274	0	250	200
Professional Development	408	100	428	428
Expenditures Total	683	100	728	678
Youth Advisory Committee Total	683	100	728	678
Grand Total	4,040,353	3,727,184	4,236,333	4,413,016

Row Labels	2024 Actuals	2025 Year to Date	2025 Budget	2026 Budget
Expenditures				
Administration	1,078,077	1,071,224	1,190,581	1,071,468
Building	704,157	672,814	843,940	838,713
By-law	404,376	270,969	353,178	315,052
Corporate	231,207	230,729	231,789	238,603
Council	147,201	153,589	176,185	179,221
Elections	1,883	1,883	15,633	75,027
Finance	713,268	585,766	629,790	728,663
Fire and Rescue	1,086,924	1,010,987	1,018,606	1,161,235
Heritage Advisory Committee	13,612	12,527	14,835	15,916
Library	9,098	13,913	8,400	8,900
Municipal Office	73,749	66,754	70,391	72,637
Optimist Recreation Centre	225,835	198,682	253,246	318,754
Parks	234,554	255,046	252,871	344,468
Planning	705,748	311,551	540,910	398,886
Planning and Development Advisory Committee	5,245	4,002	6,674	7,064
Public Works	1,640,080	1,524,416	1,660,000	1,728,811
Puslinch Community Centre	236,896	139,678	194,885	267,195
Recreation and Community Wellness Advisory Committee	1,128	2,256	4,855	4,923
Source Water Protection	9,870	7,255	10,152	11,500
Youth Advisory Committee	683	100	728	678
Expenditures Total	7,523,591	6,534,142	7,477,649	7,787,713

Revenues				
Administration	-21,748	-12,826	-26,259	-15,000
Building	-422,707	-509,641	-843,940	-838,713
By-law	-125,618	-175,540	-119,298	-116,400
Corporate	-1,843,189	-1,345,436	-1,530,879	-1,612,044
Elections	0	0	0	-55,000
Finance	-59,330	-60,468	-44,046	-64,278
Fire and Rescue	-129,634	-97,278	-123,232	-131,216
Heritage Advisory Committee	-6,218	-4,500	-8,600	-6,102
Library	-61,493	0	-4,000	-4,500
Municipal Office	-22,125	0	-21,117	-21,791
Optimist Recreation Centre	-75,749	-76,585	-74,991	-82,670
Parks	-22,777	-22,881	-22,361	-24,292
Planning	-501,015	-442,068	-276,187	-259,605
Public Works	-111,060	-4,175	-43,384	-38,449
Puslinch Community Centre	-60,568	-40,440	-82,502	-83,138
Source Water Protection	-20,005	-15,120	-20,520	-21,500
Revenues Total	-3,483,238	-2,806,957	-3,241,316	-3,374,698
Grand Total	4,040,353	3,727,184	4,236,333	4,413,016

Puslinch - Operating Base Budget Increase

Schedule C to Report FIN-2025-029

Budget Year	2026
Change Request Type	Operating Base Budget Increase
Change Request Stage	Create Request [Operating Base Budget Increase]
Publish Date	
Change Request	1 - Peer Review of Statements of Cultural Heritage Value or Interest
Department	Planning
Purpose of Expenditure	To retain a qualified peer reviewer to review Statements of Cultural Heritage Value or Interest prior to the designation of heritage properties, in response to changes introduced through Bill 23.
Need	The Township's Heritage Advisory Committee and staff have been directed to bring forward proposed designations for the 2026 Part II Priority Properties currently listed on the Township's Heritage Register. Under the legislative changes associated with Bill 23, any properties that remain listed on the Heritage Register but are not formally designated by January 1, 2027 will be automatically removed from the Register and will lose their interim protection from demolition.
Benefit of the Investment	This investment will help ensure that accurate, defensible Statements of Cultural Heritage Value or Interest are prepared to support the Heritage Designation By-laws that will be brought forward to Council for consideration.
Risk Assessment	Without a peer review of the Statements of Cultural Heritage Value or Interest, Council would be relying solely on the Heritage Advisory Committee and Township staff to prepare these documents. As the Township does not currently have in-house heritage expertise, this approach increases the risk of inaccuracies in the statements.
Furniture/Fixtures Required for new staff?	False
Computer Required for new staff?	False
Fleet Vehicle Required for new staff?	False
Net Operating Budget	-

Operating Budget Details

GL Account	One-Time Cost	Position	Description	2026 Budget
Withdrawal				
Planning				
0013-3100R - Operating Carryforward	True		Proposed to be funded by 2025 surplus.	2,100
Total Planning				2,100
Total Withdrawal				2,100

Puslinch - Operating Base Budget Increase

Schedule C to Report FIN-2025-029

Contribution			
Planning			
0130-4305 - Professional Fees - Engineering & Environmental	True	Proposed to be funded by 2025 surplus.	2,100
Total Planning			2,100
Total Contribution			2,100
Net Total			**-**

Puslinch - Operating Base Budget Increase

Schedule C to Report FIN-2025-029

Budget Year	2026
Change Request Type	Operating Base Budget Increase
Change Request Stage	Create Request [Operating Base Budget Increase]
Publish Date	
Change Request	2 - Registration of Heritage Designation By-laws
Department	Planning
Purpose of Expenditure	To register Heritage Designation By-laws on title for each designated property, in accordance with the Ontario Heritage Act, R.S.O. 1990, c. O.18 (the Act).
Need	The Act requires that, once a Heritage Designation By-law comes into force and effect, it must be registered on title for the subject property. The Township is responsible for all costs associated with the registration of Heritage Designation By-laws on title.
Benefit of the Investment	Registering the Heritage Designation By-laws on title ensures compliance with the Act and formally notifies current and future property owners of the heritage designation.
Risk Assessment	Failure to register Heritage Designation By-laws on title would result in non-compliance with the Act and could undermine the legal validity and enforceability of the designation.
Furniture/Fixtures Required for new staff?	False
Computer Required for new staff?	False
Fleet Vehicle Required for new staff?	False
Net Operating Budget	-

Operating Budget Details

GL Account	One-Time Cost	Position	Description	2026 Budget
Withdrawal				
Planning				
0013-3100R - Operating Carryforward	True		Proposed to be funded by 2025 surplus.	23,100
Total Planning				23,100
Total Withdrawal				23,100
Contribution				
Planning				
0130-4303 - Professional Fees - Legal	True		Proposed to be funded by 2025 surplus.	23,100
Total Planning				23,100
Total Contribution				23,100
Net Total				**-**

Puslinch - Operating Base Budget Increase

Schedule C to Report FIN-2025-029

Budget Year	2026
Change Request Type	Operating Base Budget Increase
Change Request Stage	Create Request [Operating Base Budget Increase]
Publish Date	
Change Request	3 - Township Economic Development and Community Events
Department	Administration
Purpose of Expenditure	To purchase supplies, refreshments, and rent activities for youth and families attending Township economic development and community events, including but not limited to the Mayor's Breakfast and the Puslinch Community Showcase.
Need	This expenditure supports increased participation in the Township's economic development and community events. Providing refreshments helps create a welcoming and social atmosphere, while appropriately resourced activities encourage participation across all age groups.
Benefit of the Investment	Funding for event supplies supports the delivery of high-quality, inclusive community events that foster engagement, connection, and well-being. This investment enables staff to plan effectively, respond to community needs, and create welcoming experiences that strengthen social connections and reinforce the Township's commitment to vibrant, resident-focused recreation and wellness opportunities.
Risk Assessment	Without adequate funding for event supplies and activities, the Township may experience reduced participation and engagement at community events.
Furniture/Fixtures Required for new staff?	False
Computer Required for new staff?	False
Fleet Vehicle Required for new staff?	False
Net Operating Budget	(5,000)

Operating Budget Details

GL Account	One-Time Cost	Position	Description	2026 Budget
Contribution				
Administration				
0010-4307 - Events & Other	False			5,000
Total Administration				5,000
Total Contribution				5,000
Net Total				**(5,000)**

Puslinch - Operating Base Budget Increase

Schedule C to Report FIN-2025-029

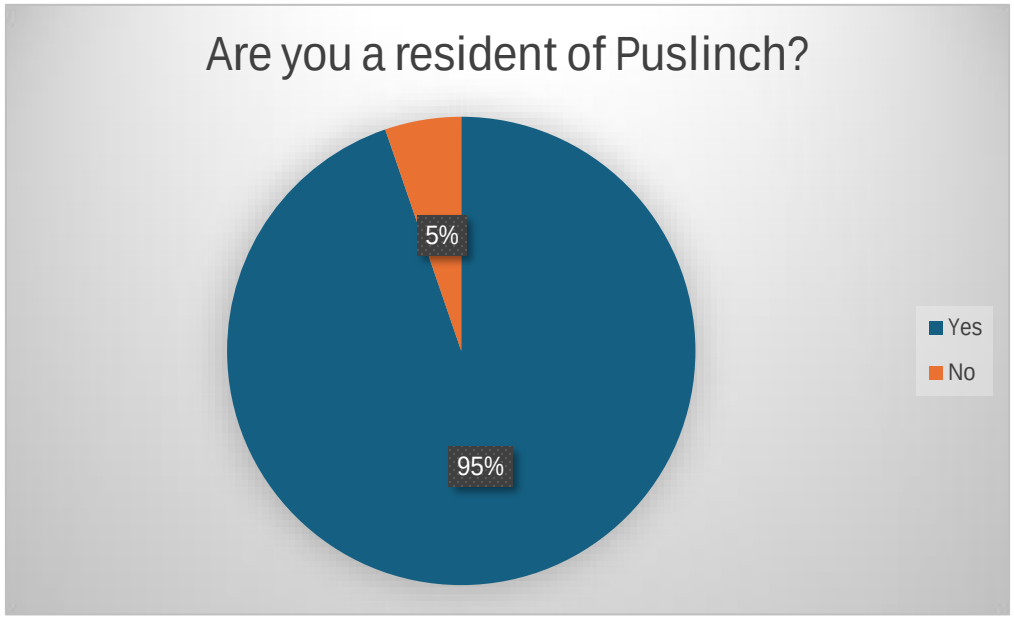
Budget Year	2026
Change Request Type	Operating Base Budget Increase
Change Request Stage	Create Request [Operating Base Budget Increase]
Publish Date	
Change Request	4 - Planning Act Training
Department	Planning
Purpose of Expenditure	To provide the Committee of Adjustment, Planning and Development Advisory Committee, and Council with training related to amendments to the Planning Act and associated policies. Delivering this training as a joint session for Council and Committees will promote consistency and a shared understanding of legislative requirements.
Need	It is essential that members of the Township's Committee of Adjustment and the Planning and Development Advisory Committee have a comprehensive understanding of their roles and responsibilities when making decisions on Minor Variance applications and providing comments on Zoning By-law Amendments for the Township.
Benefit of the Investment	This investment will ensure that Committee members and Council have a sufficient understanding of applicable legislation and policies, enabling informed decision-making and effective fulfillment of their respective mandates.
Risk Assessment	Without adequate training, there is an increased risk that decisions may not align with evolving legislative and policy requirements, potentially exposing the Township to liability through appeals to the Ontario Land Tribunal (OLT).
Furniture/Fixtures Required for new staff?	False
Computer Required for new staff?	False
Fleet Vehicle Required for new staff?	False
Net Operating Budget	(5,000)

Operating Budget Details

GL Account	One-Time Cost	Position	Description	2026 Budget
Contribution				
Planning				
0130-4309 - Professional Development	False			5,000
Total Planning				5,000
Total Contribution				5,000
Net Total				**(5,000)**

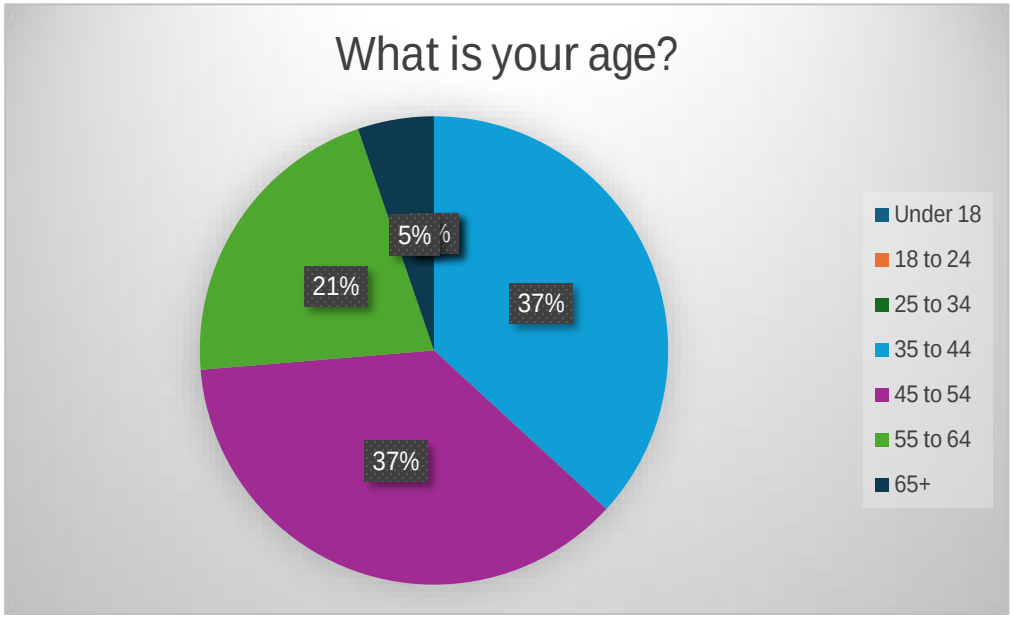
1. Are you a resident of Puslinch?

Yes	18
No	1



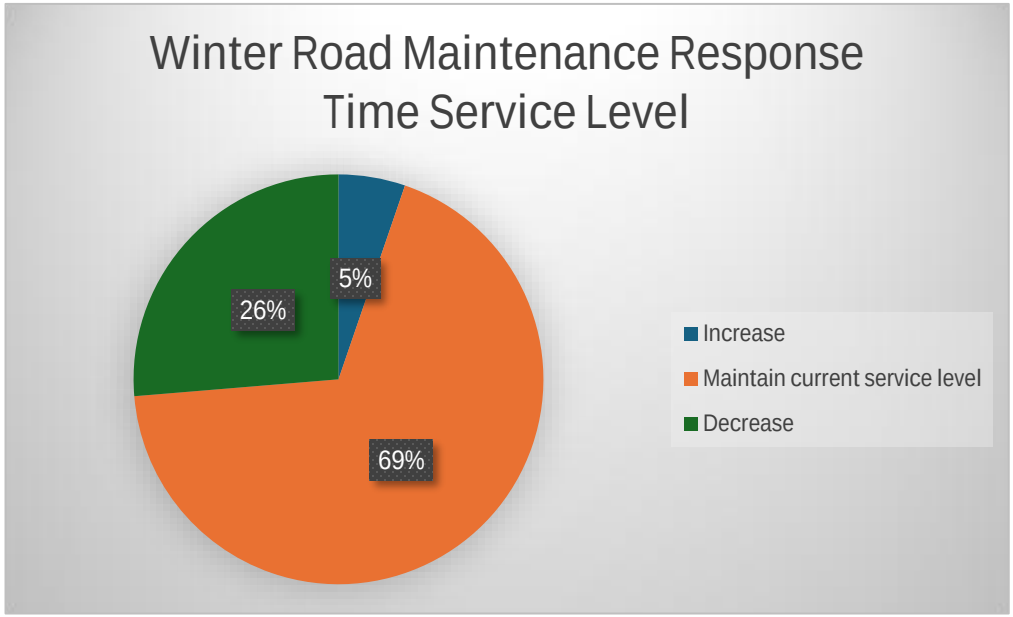
2. What is your age?

Under 18	0
18 to 24	0
25 to 34	0
35 to 44	7
45 to 54	7
55 to 64	4
65+	1



3. Winter Road Maintenance Response Time Service Level

Increase	1
Maintain current service level	13
Decrease	5

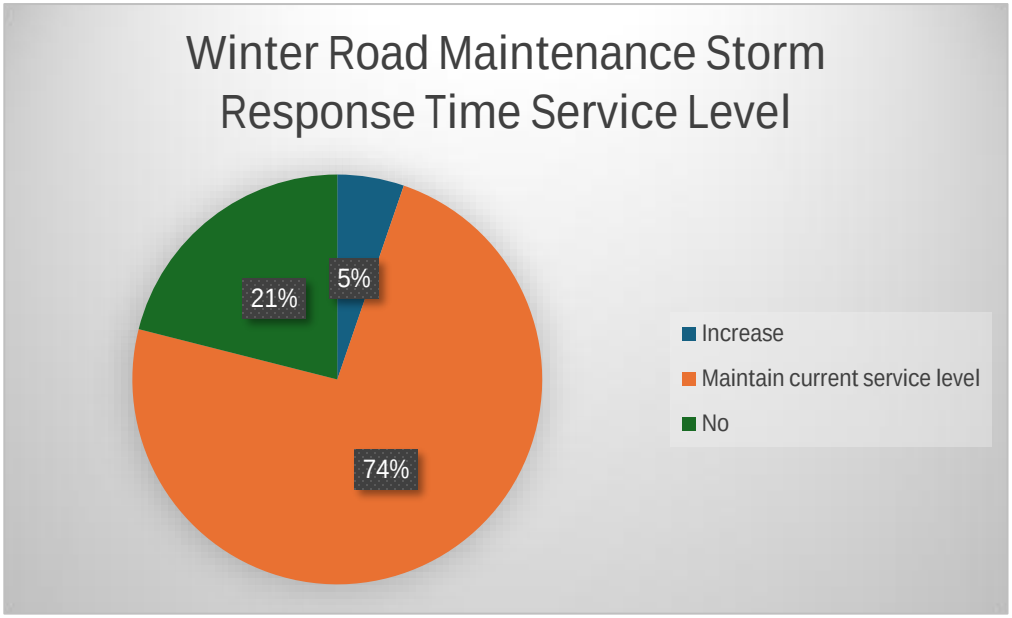


4. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased response time to winter road maintenance?

Yes	1
No	0

5. Winter Road Maintenance Storm Response Time Service Level

Increase	1
Maintain current service level	14
No	4

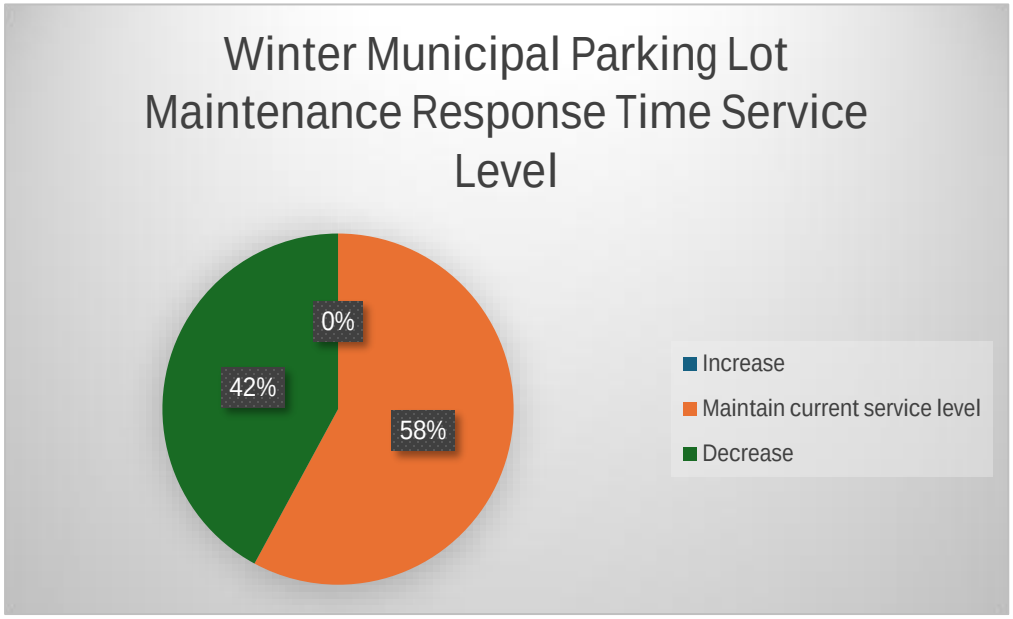


6. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased response time to winter road maintenance?

Yes	1
No	0

7. Winter Municipal Parking Lot Maintenance Response Time Service Level

Increase	0
Maintain current service level	11
Decrease	8

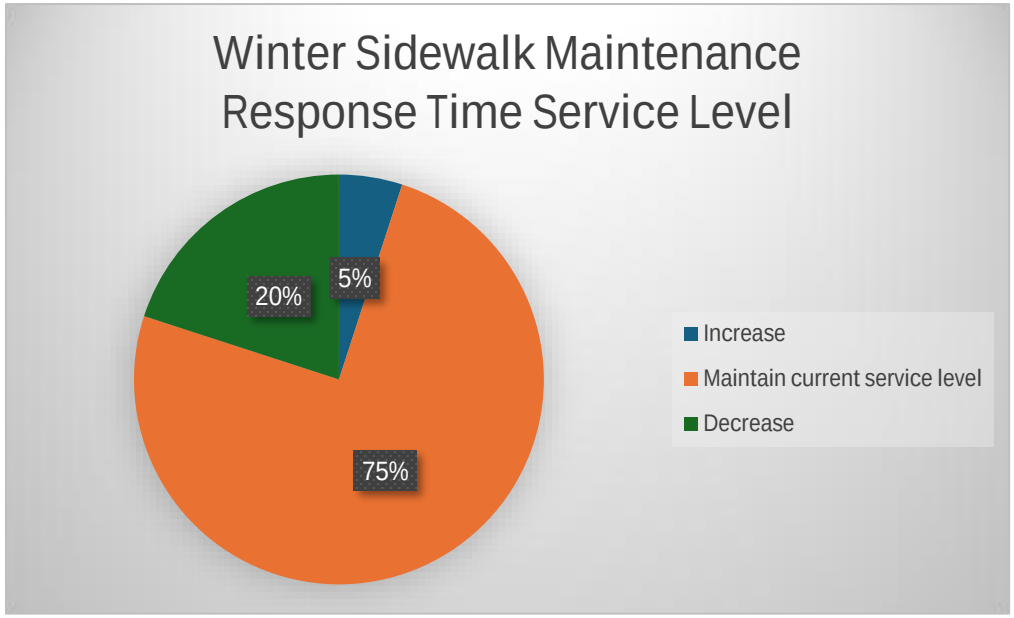


8. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased response time to winter road maintenance?

Yes	0
No	0

9. Winter Sidewalk Maintenance Response Time Service Level

Increase	1
Maintain current service level	15
Decrease	4

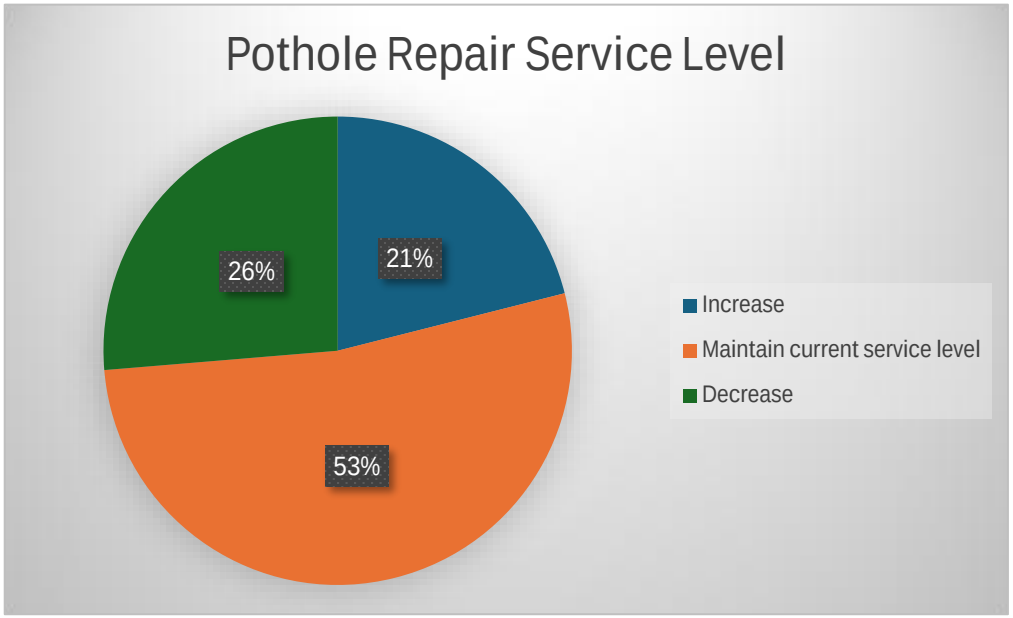


10. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased response time to winter road maintenance?

Yes	1
No	0

11. Pothole Repair Service Level

Increase	4
Maintain current service level	10
Decrease	5

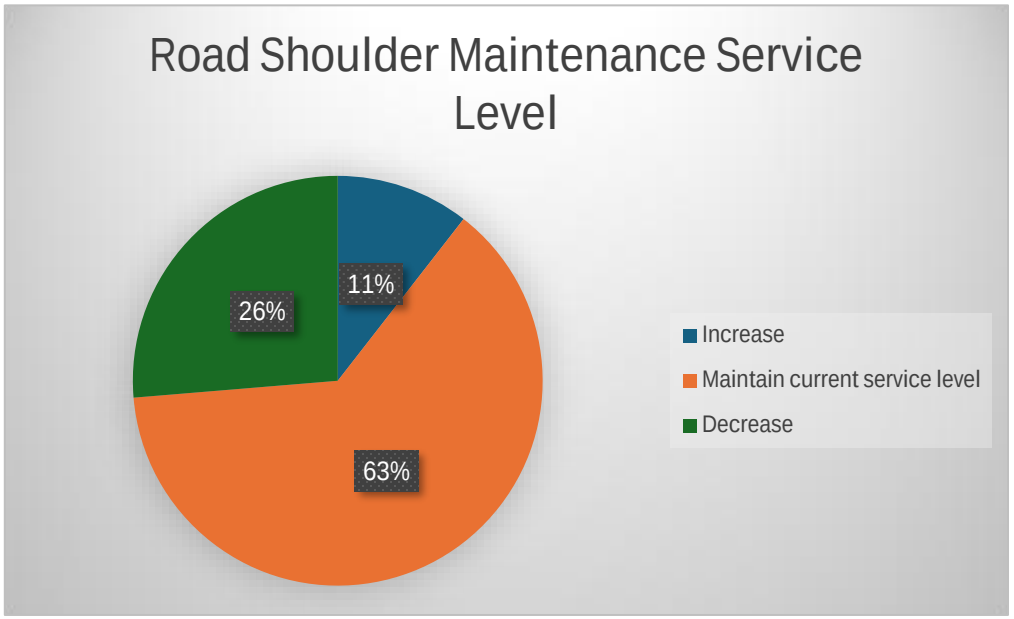


12. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased pothole repair on paved roads?

Yes	2
No	2

13. Road Shoulder Maintenance Service Level

Increase	2
Maintain current service level	12
Decrease	5

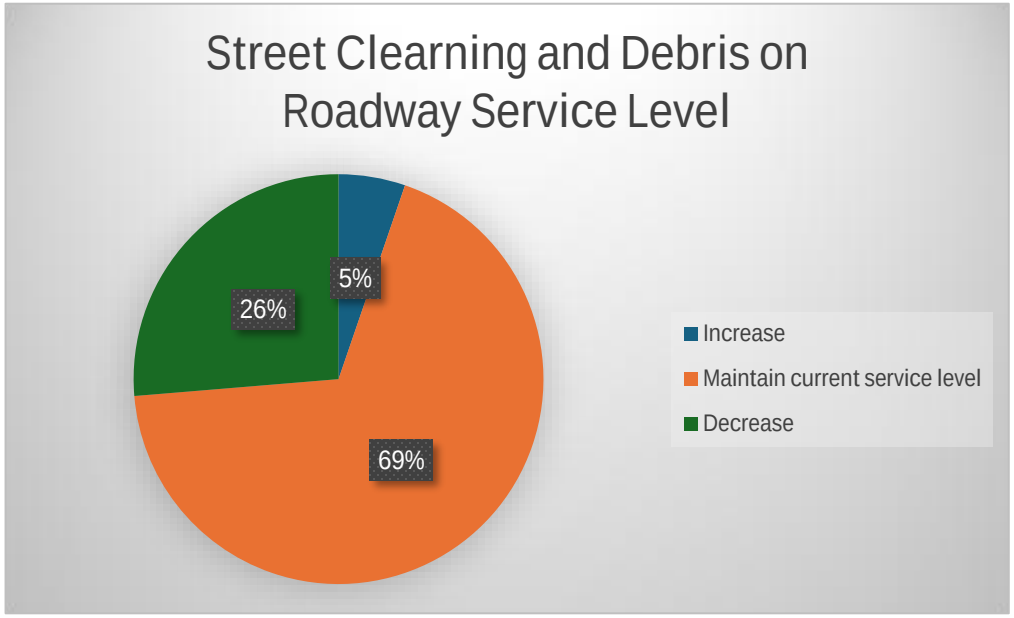


14. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased road shoulder maintenance?

Yes	1
No	1

15. Street Clearning and Debris on Roadway Service Level

Increase	1
Maintain current service level	13
Decrease	5

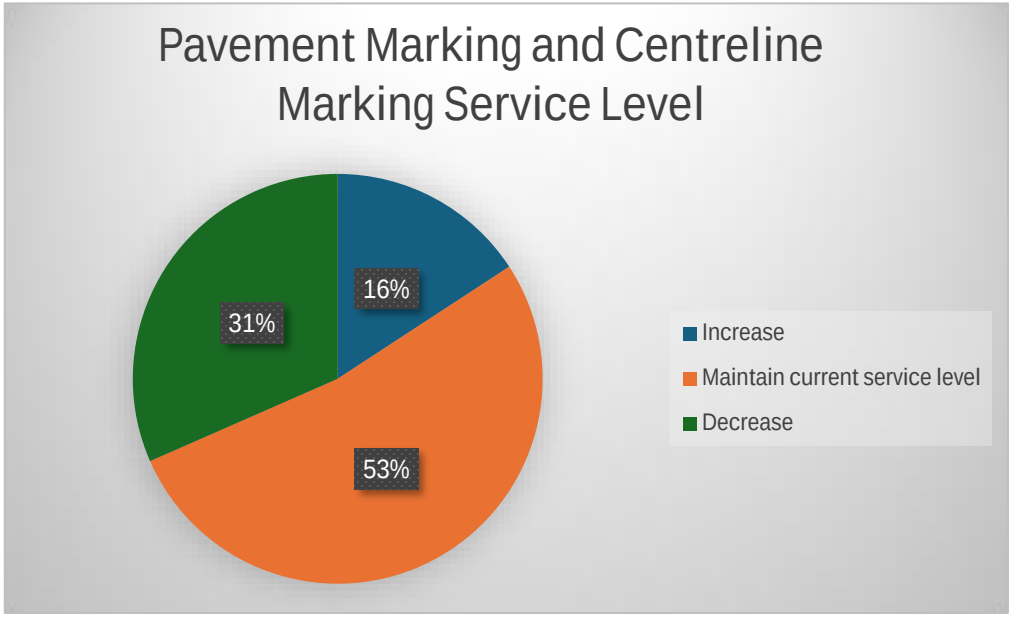


16.Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased street cleaning and removal of debris from roadways?

Yes	1
No	1

17. Pavement Marking and Centreline Marking Service Level

Increase	3
Maintain current service level	10
Decrease	6

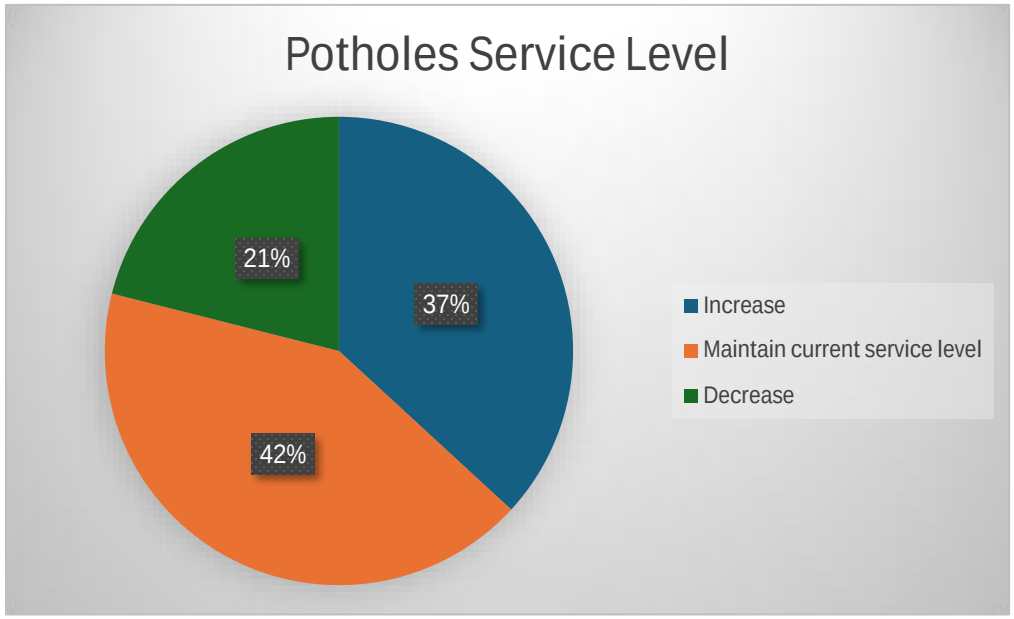


18. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased pavement marking and centreline marking?

Yes	3
No	0

19. Potholes Service Level

Increase	7
Maintain current service level	8
Decrease	4

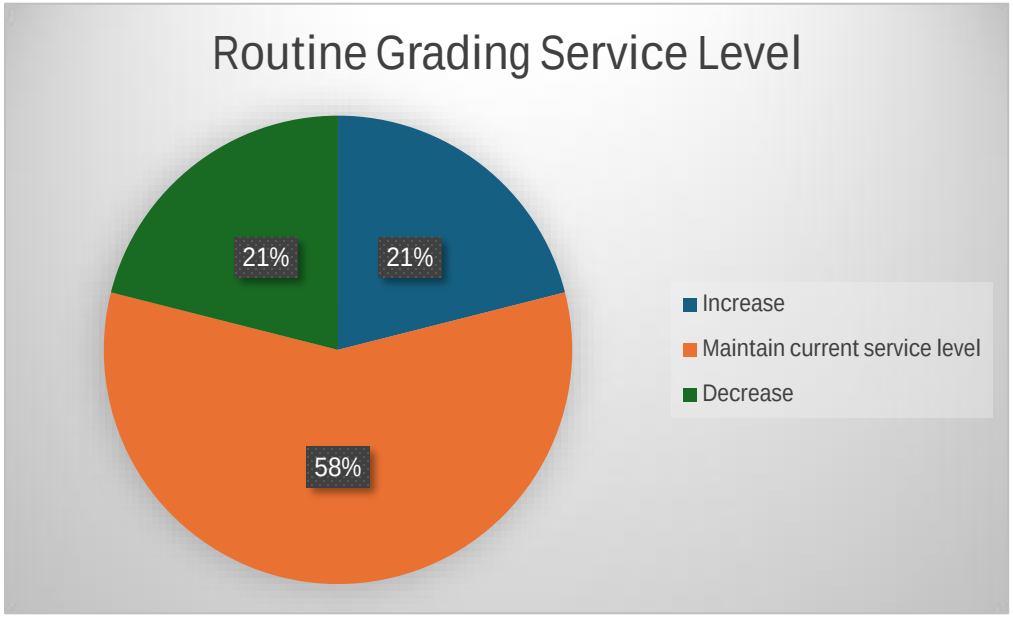


20. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased pothole repair on gravel roads?

Yes	5
No	2

21. Routine Grading Service Level

Increase	4
Maintain current service level	11
Decrease	4

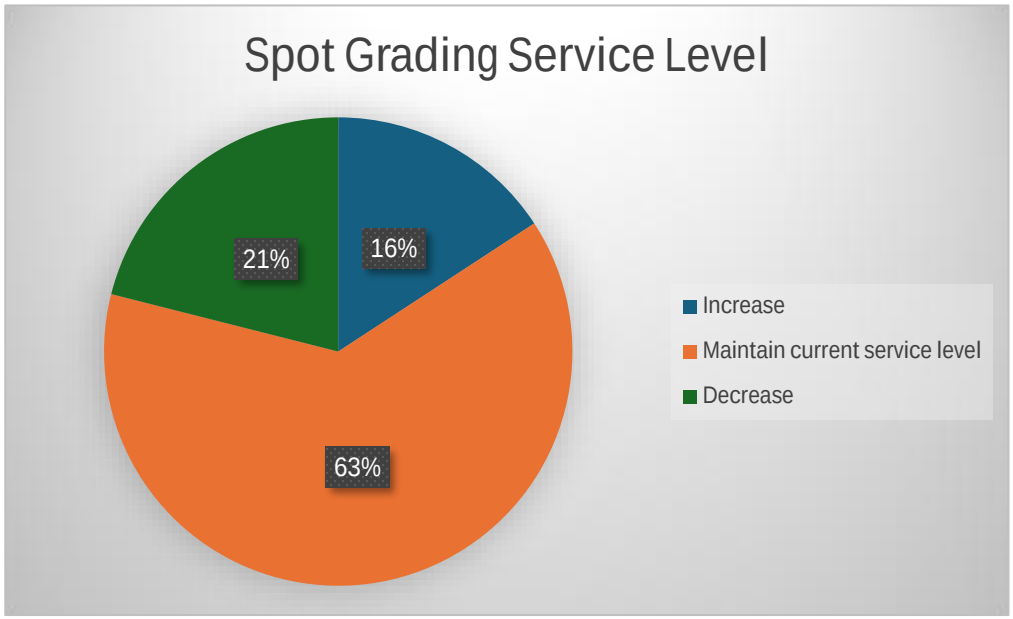


22. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased routine grading?

Yes	1
No	3

23. Spot Grading Service Level

Increase	3
Maintain current service level	12
Decrease	4

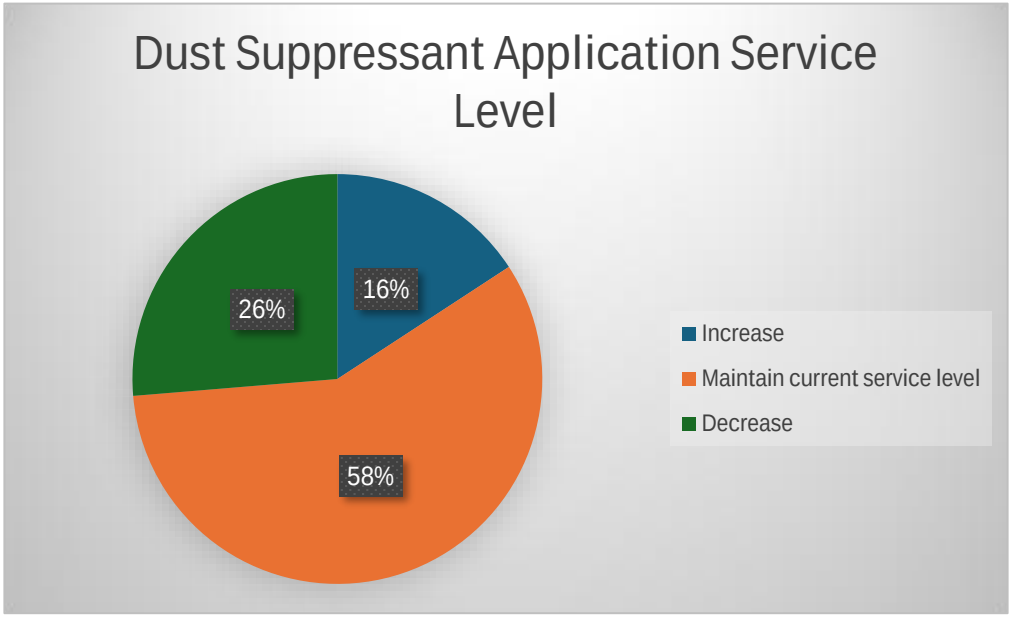


24. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased spot grading?

Yes	1
No	2

25. Dust Suppressant Application Service Level

Increase	3
Maintain current service level	11
Decrease	5

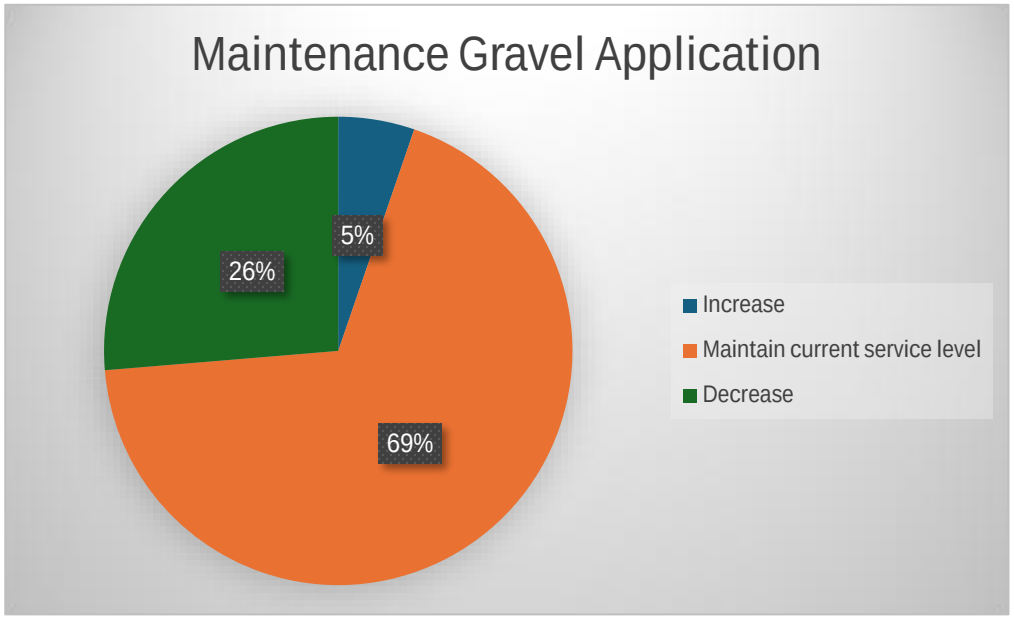


26. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased dust suppressant application?

Yes	2
No	1

27. Maintenance Gravel Application

Increase	1
Maintain current service level	13
Decrease	5

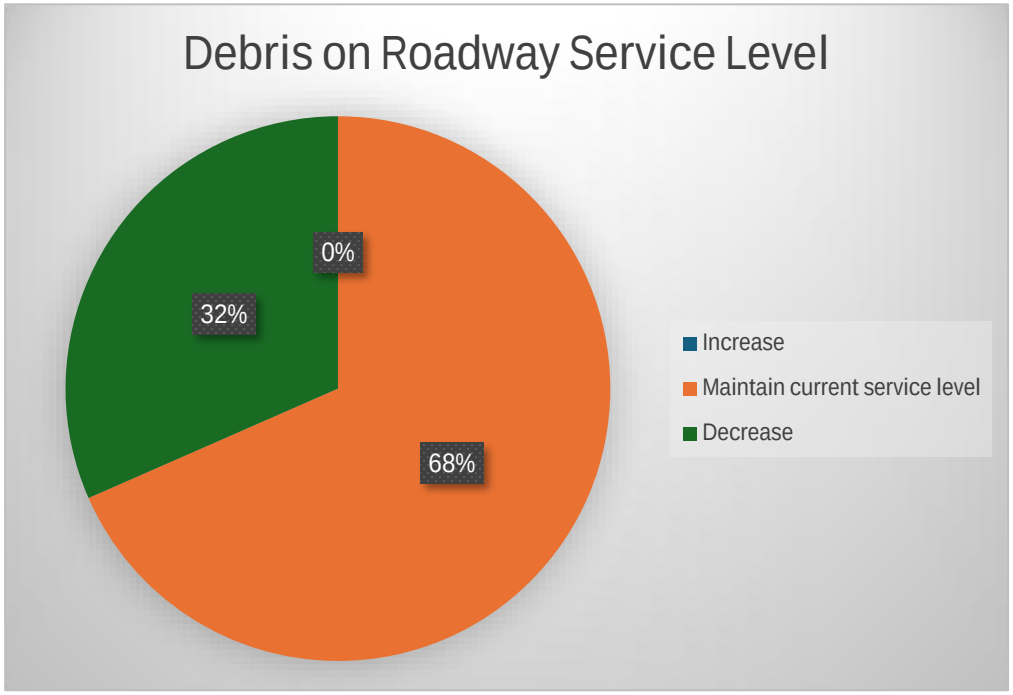


28. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased maintenance gravel application?

Yes	0
No	1

29. Debris on Roadway Service Level

Increase	0
Maintain current service level	13
Decrease	6

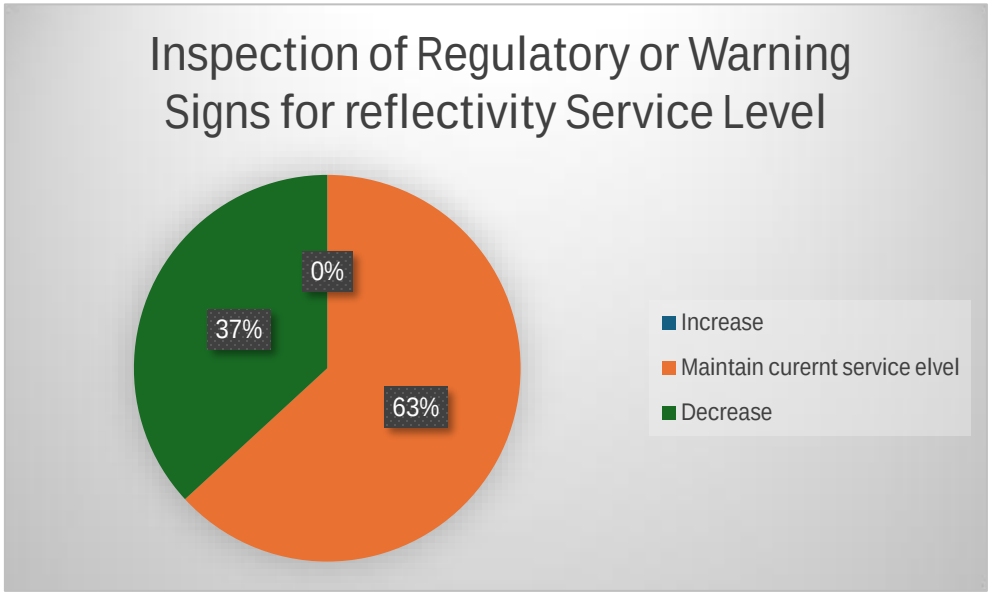


30. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased removal of debris from roadways?

Yes	0
No	0

31. Inspection of Regulatory or Warning Signs for reflectivity Service Level

Increase	0
Maintain curernt service elvel	12
Decrease	7

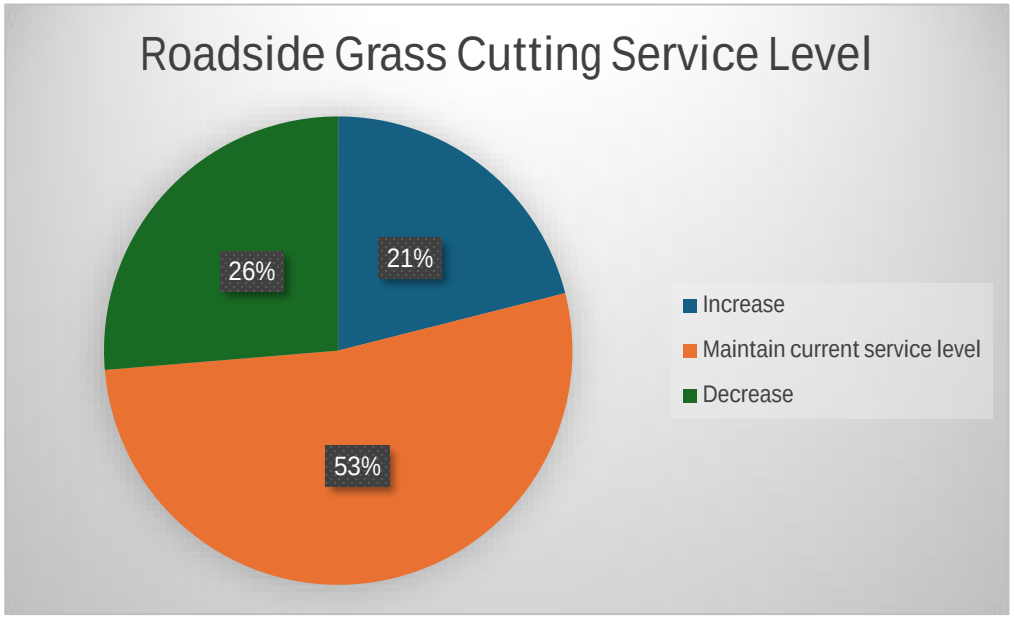


32. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased inspection of regulatory or warning signs?

Yes	0
No	0

33. Roadside Grass Cutting Service Level

Increase	4
Maintain current service level	10
Decrease	5

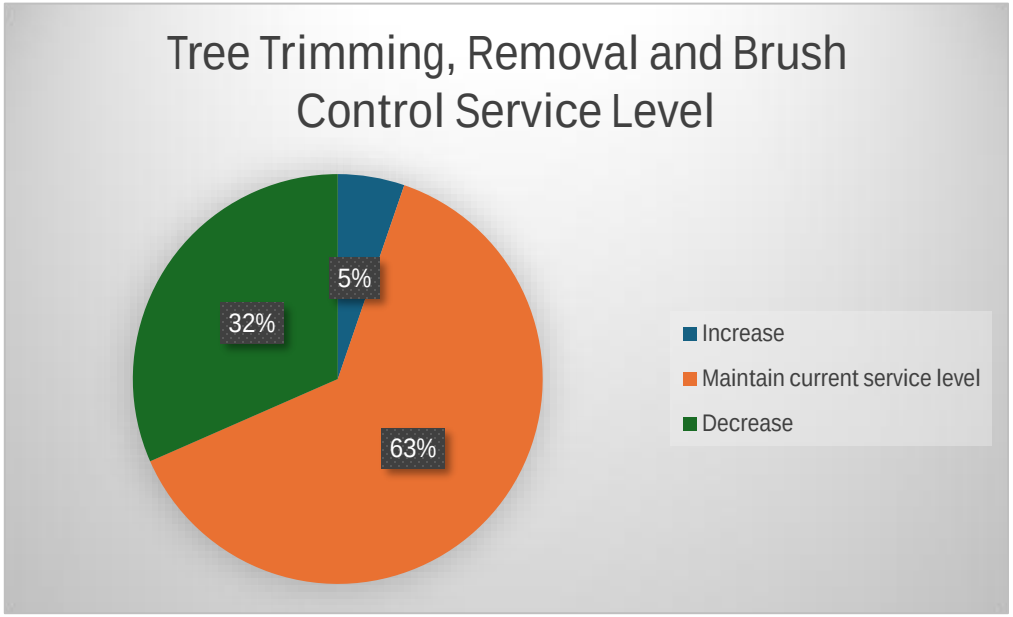


34. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased roadside grass cutting?

Yes	2
No	2

35. Tree Trimming, Removal and Brush Control Service Level

Increase	1
Maintain current service level	12
Decrease	6

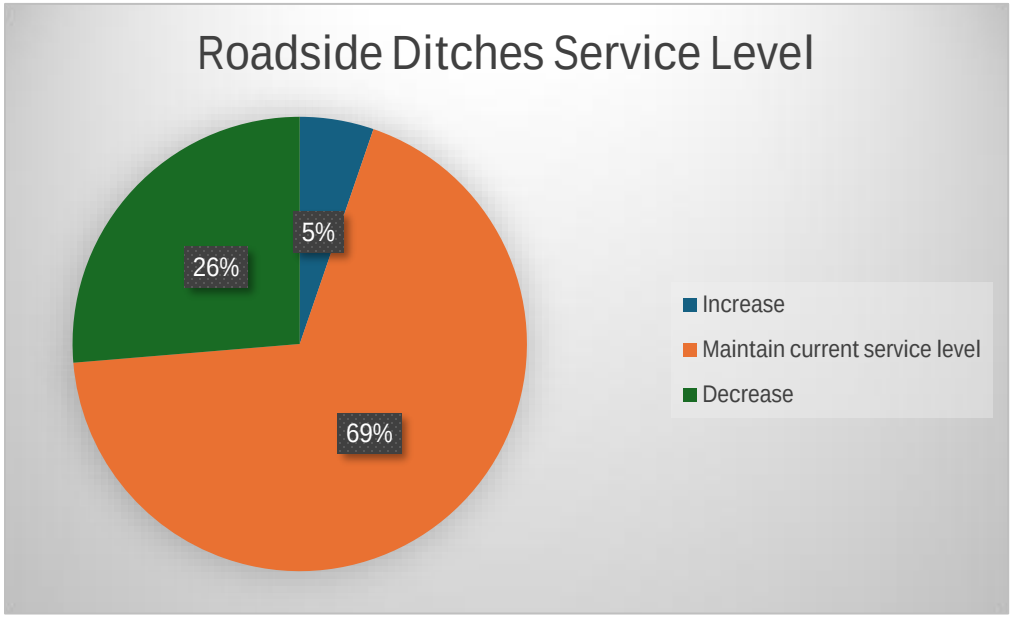


36. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased tree trimming, removal and brush control?

Yes	1
No	0

37. Roadside Ditches Service Level

Increase	1
Maintain current service level	13
Decrease	5

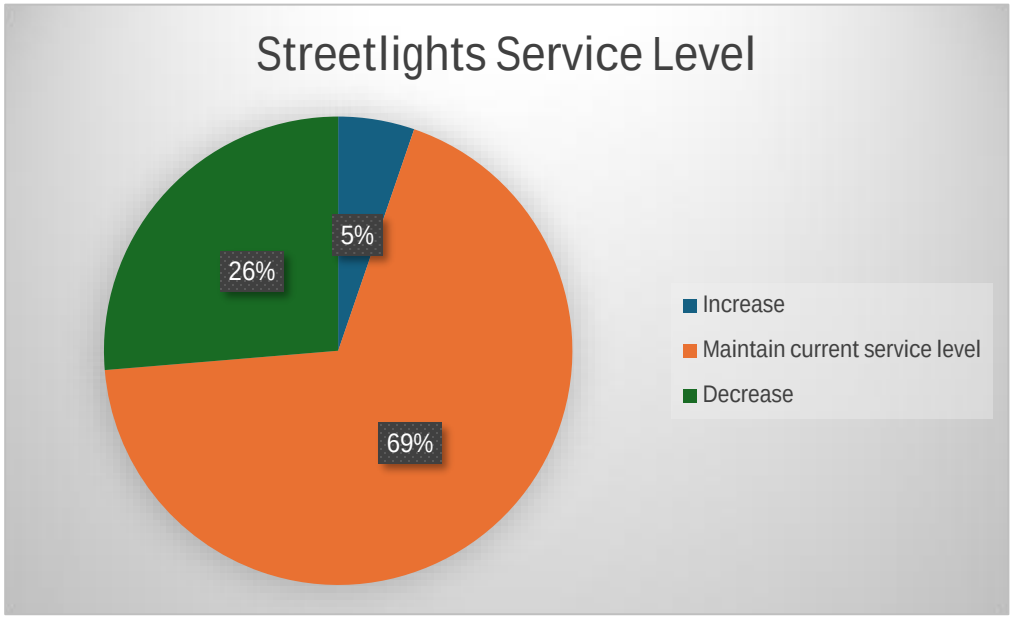


38. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased service of roadside ditches?

Yes	0
No	1

39. Streetlights Service Level

Increase	1
Maintain current service level	13
Decrease	5

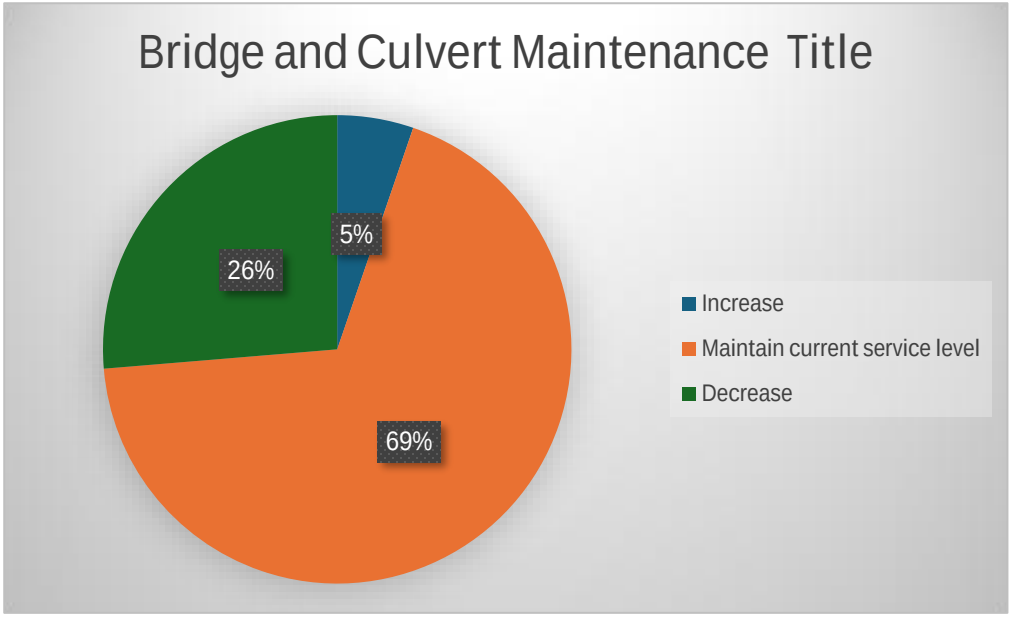


40. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased service of streetlights?

Yes	0
No	1

41. Bridge and Culvert Maintenance

Increase	1
Maintain current service level	13
Decrease	5

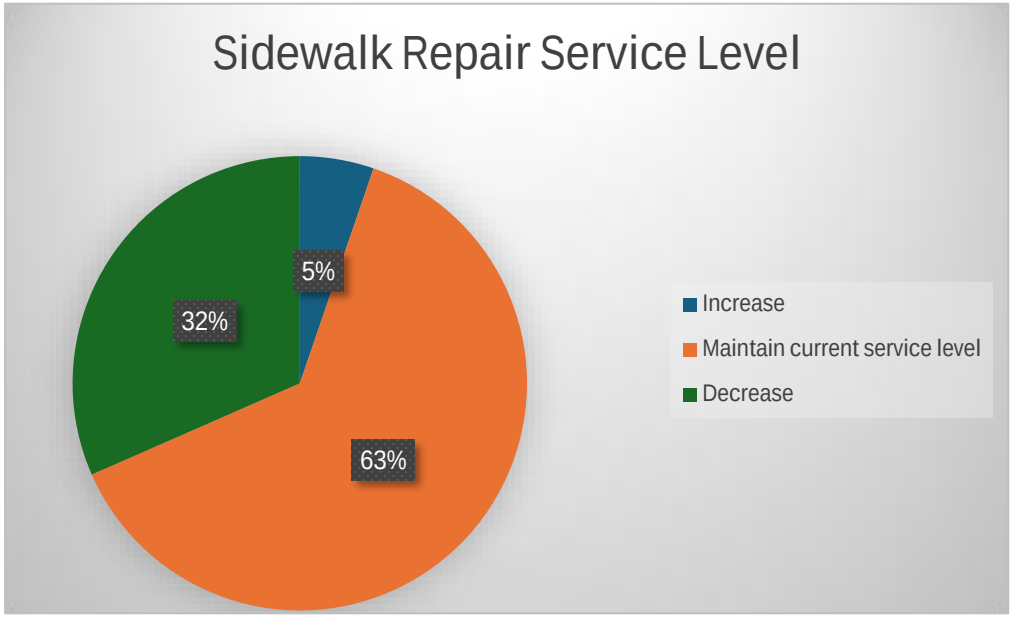


42. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased service of roadside ditches?

Yes	1
No	0

43. Sidewalk Repair Service Level

Increase	1
Maintain current service level	12
Decrease	6

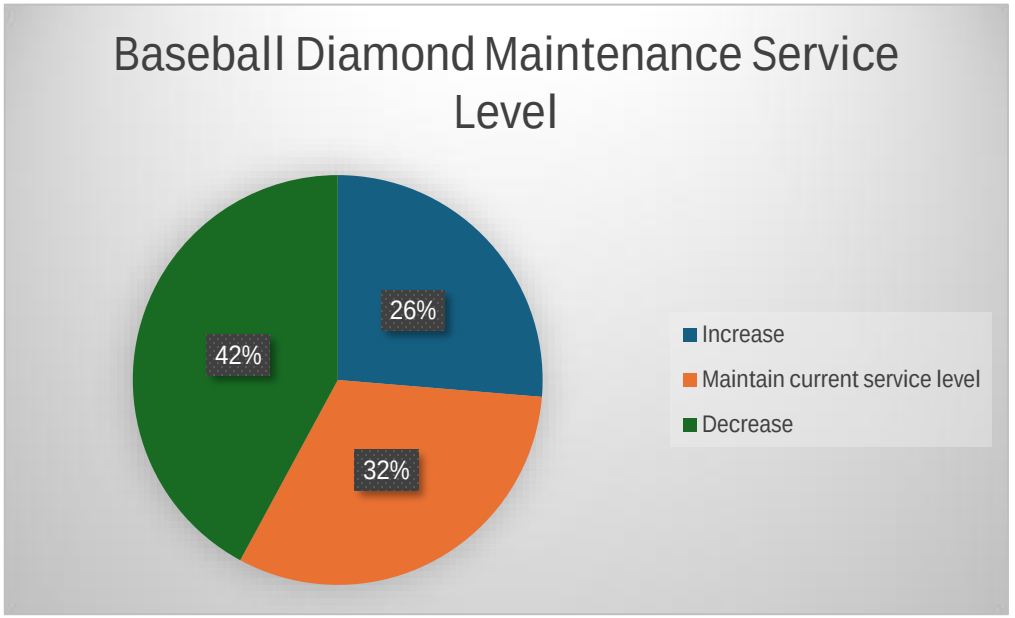


44. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased service of roadside ditches?

Yes	1
No	0

45. Baseball Diamond Maintenance Service Level

Increase	5
Maintain current service level	6
Decrease	8

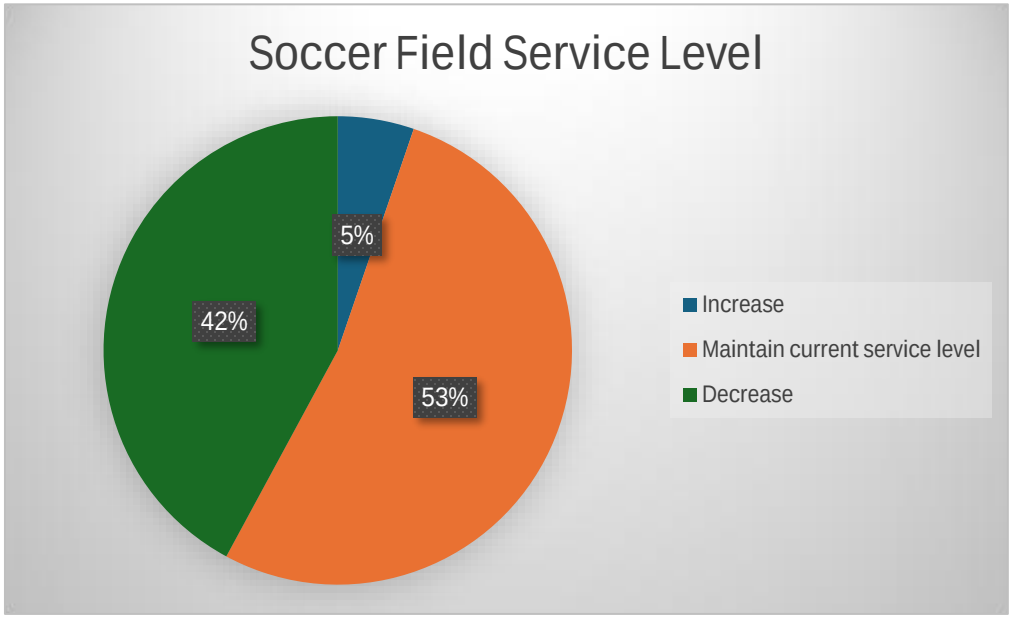


46. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased baseball diamond maintenance?

Yes	3
No	2

47. Soccer Field Service Level

Increase	1
Maintain current service level	10
Decrease	8

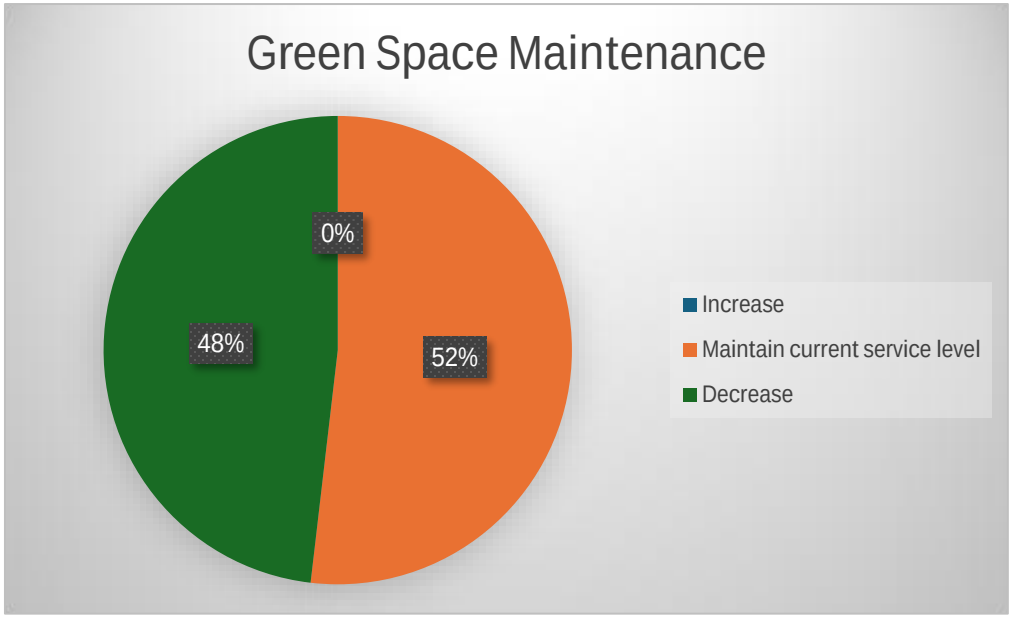


48. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased soccer field maintenance?

Yes	0
No	1

49. Green Space Maintenance

Increase	0
Maintain current service level	14
Decrease	13

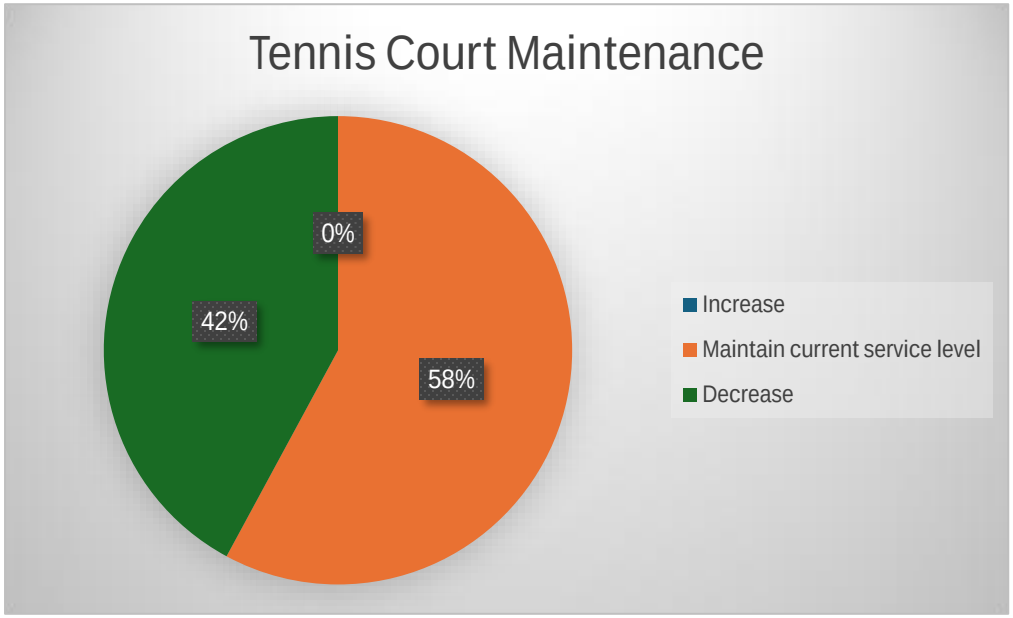


50. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased soccer field maintenance?

Yes	0
No	0

51. Tennis Court Maintenance

Increase	0
Maintain current service level	11
Decrease	8

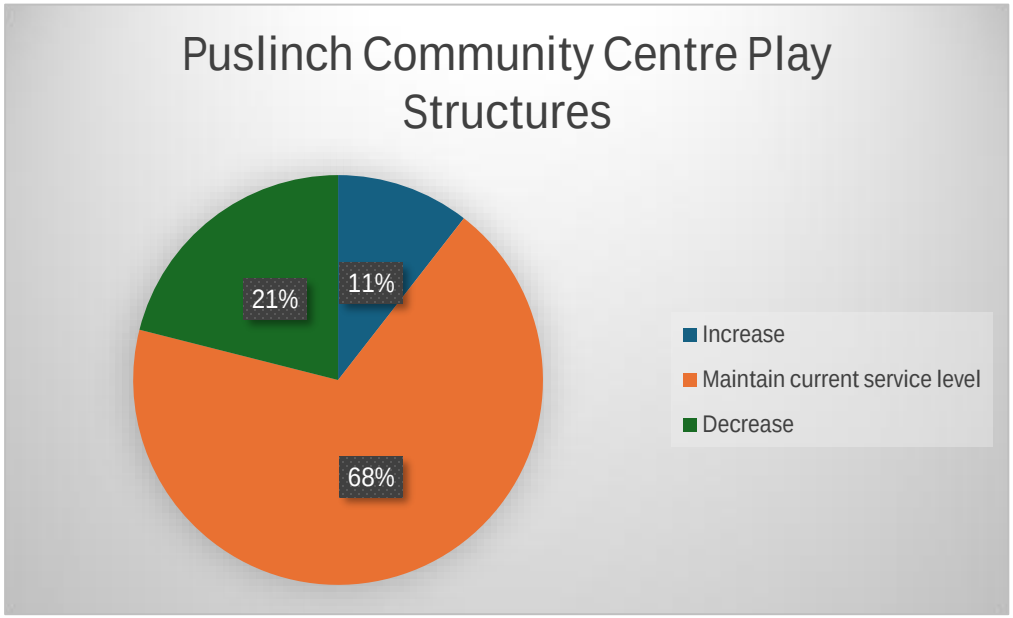


52. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased tennis court maintenance?

Yes	0
No	0

53. Puslinch Community Centre Play Structures

Increase	2
Maintain current service level	13
Decrease	4

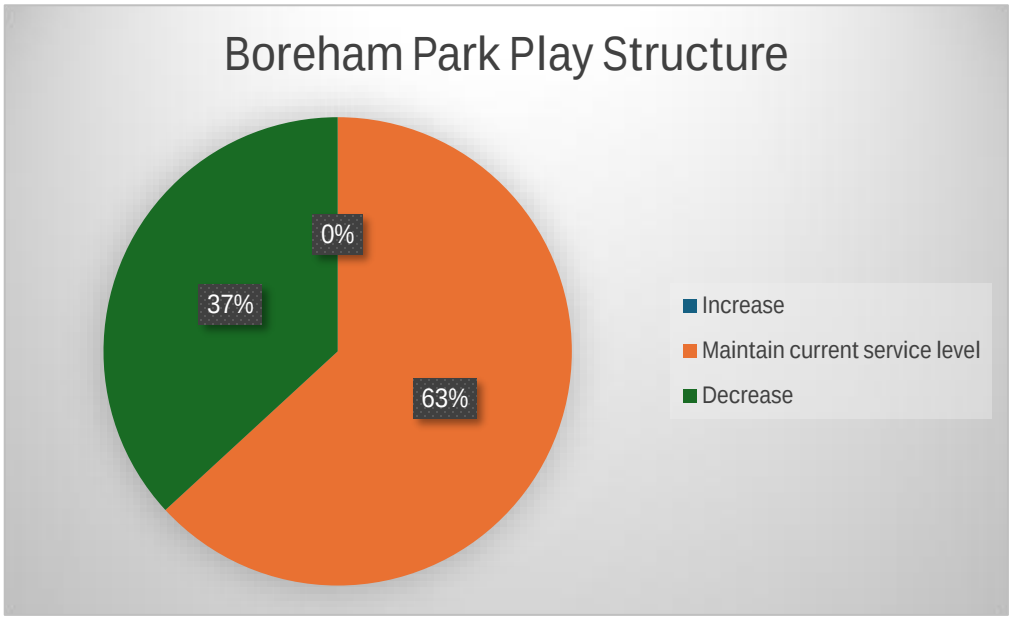


54. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased play structure maintenance?

Yes	2
No	0

55. Boreham Park Play Structure

Increase	0
Maintain current service level	12
Decrease	7

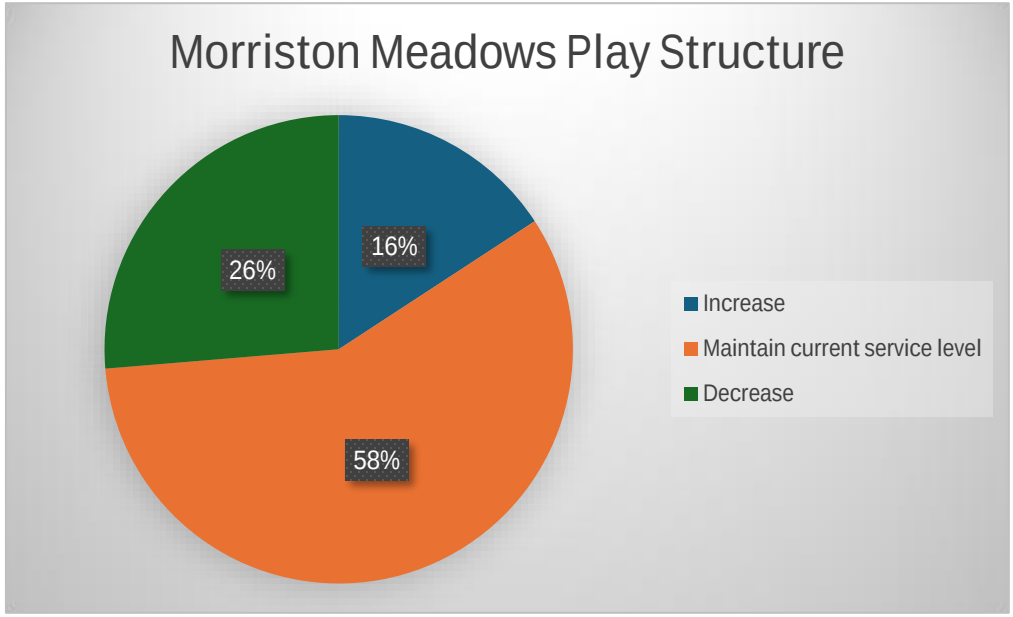


56. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased play structure maintenance?

Yes	0
No	0

57. Morriston Meadows Play Structure

Increase	3
Maintain current service level	11
Decrease	5

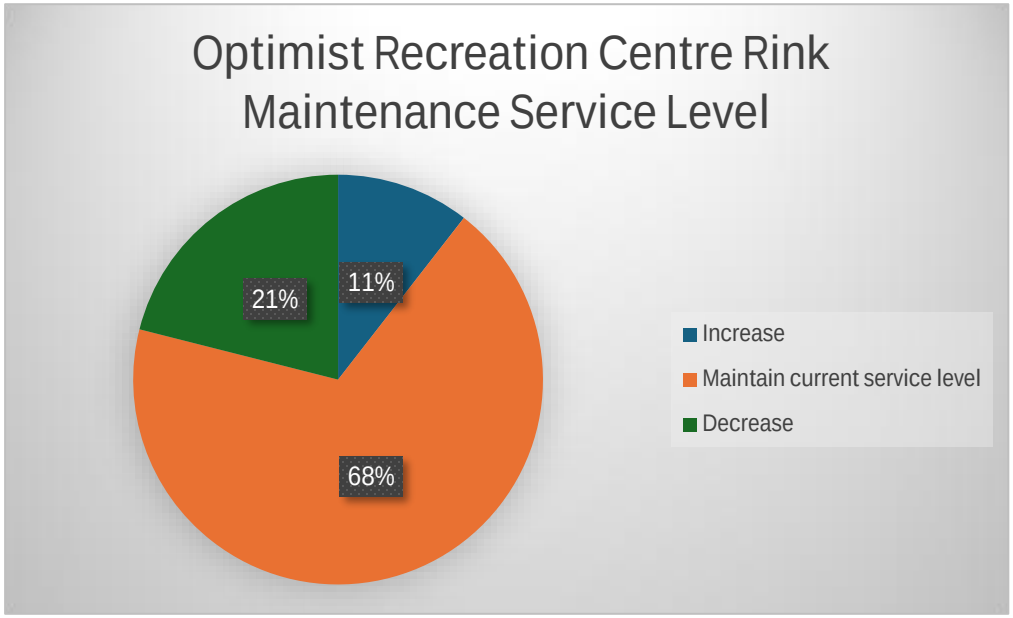


58. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased play structure maintenance?

Yes	3
No	0

59. Optimist Recreation Centre Rink Maintenance Service Level

Increase	2
Maintain current service level	13
Decrease	4

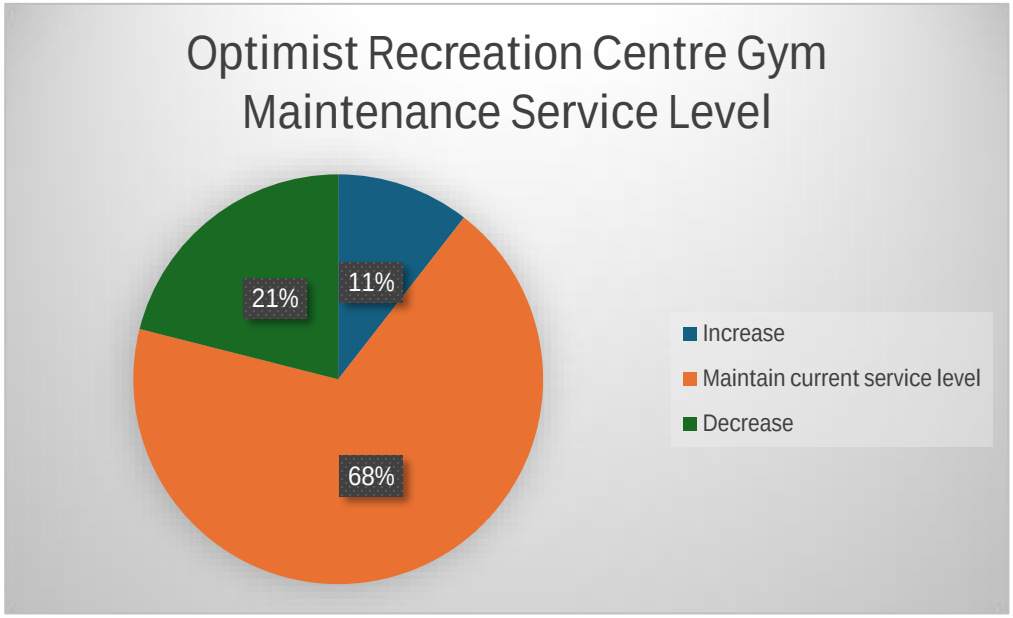


60. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased Optimist Recreation Centre Rink maintenance?

Yes	2
No	0

61. Optimist Recreation Centre Gym Maintenance Service Level

Increase	2
Maintain current service level	13
Decrease	4

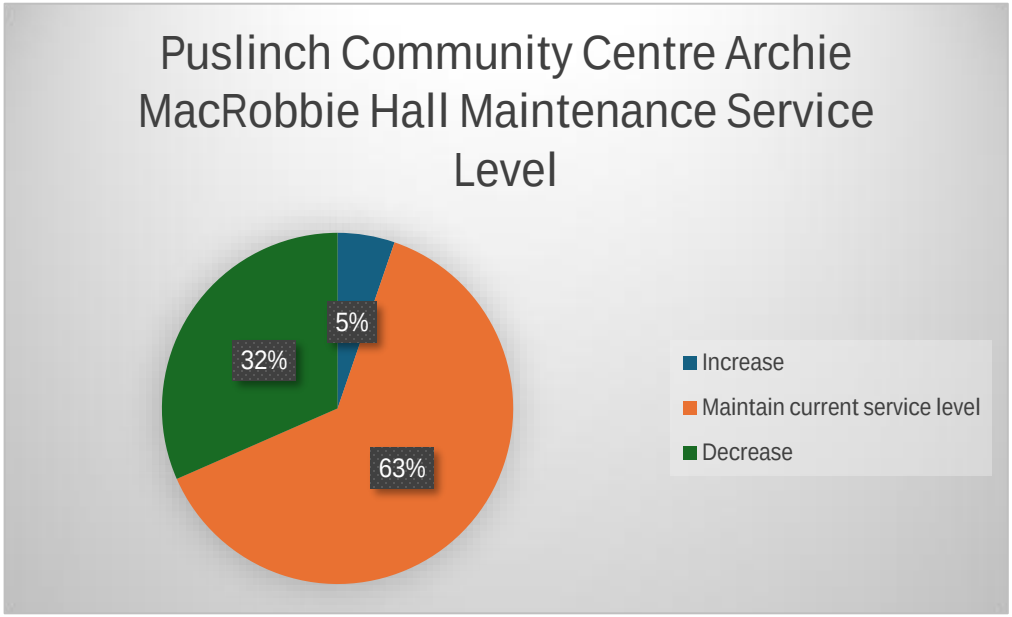


62. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased Optimist Recreation Centre Rink maintenance?

Yes	1
No	1

63. Puslinch Community Centre Archie MacRobbie Hall Maintenance Service Level

Increase	1
Maintain current service level	12
Decrease	6

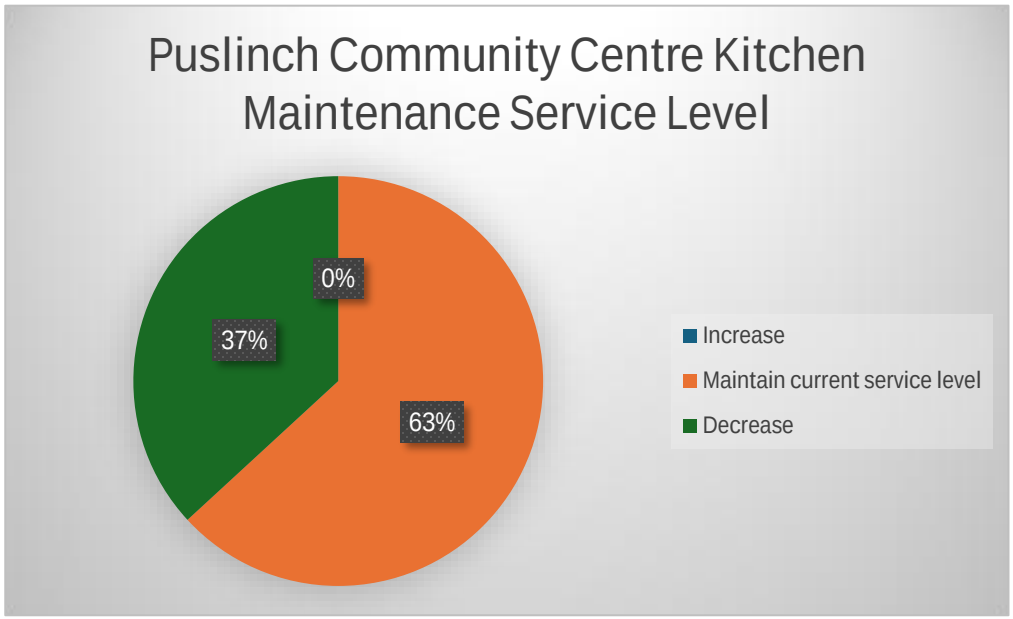


64. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased Archie MacRobbie Hall maintenance?

Yes	1
No	0

65. Puslinch Community Centre Kitchen Maintenance Service Level

Increase	0
Maintain current service level	12
Decrease	7

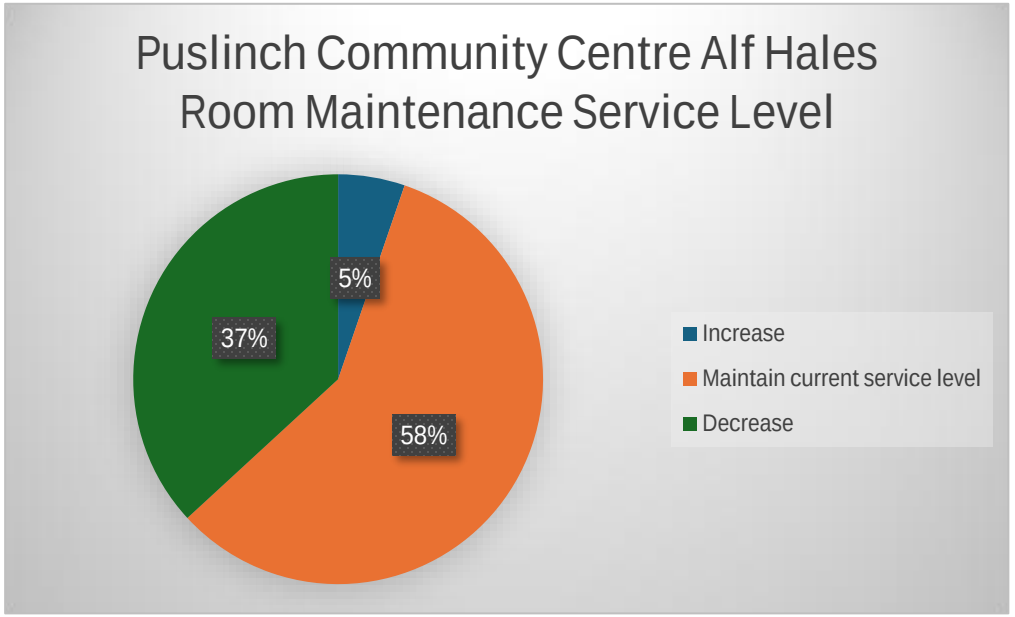


66. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased kitchen maintenance?

Yes	0
No	0

67. Puslinch Community Centre Alf Hales Room Maintenance Service Level

Increase	1
Maintain current service level	11
Decrease	7



68. Increases in service level require additional staff and equipment which would result in a tax levy increase. Would you still support an increase in the service level knowing that taxes would likely increase in order to provide increased Alf Hales Room maintenance?

Yes	1
No	0

REPORT FIN-2025-030

TO: Mayor and Members of Council

PREPARED BY: Max Artuso, Asset Management and Capital Co-op Student

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: December 17, 2025

SUBJECT: 2026 Grant Application Program
File: F11 – GRA and A09 GRA

RECOMMENDATIONS

THAT Report FIN-2025-030 entitled 2026 Grant Application Program be received; and

That Council approves the grant allocations amounting to $_____ as outlined below:

Organization	2026 Approved Grant Allocation
Aberfoyle Agricultural Society	
Crieff Hills Retreat Centre	
Friends of Mill Creek	
Optimist Club of Puslinch	
Puslinch Pioneer	
Sunrise Therapeutic Riding and Learning Centre	
Whistle Stop Cooperative Preschool Inc.	

Purpose

The purpose of this report is to provide Council a summary of the 2026 Community Grant Requests to determine Council approved allocations as part of the 2026 budget process in accordance with the Township's Grant Application Policy adopted by Council on October 18, 2017 attached as Schedule H to this Report.

Background

The applications from each community group are attached as Schedule A to Schedule G to this Report.

Outlined in the table below are the 2025 grant payments processed based on the 2025 approved budget and the 2026 grant requests received:

Organization	2025 Payments	2026 Request	Attachment	Notes
Aberfoyle Agricultural Society	$3,000	$3,000	Schedule A	
Crieff Hills Retreat Centre	N/A	$500	Schedule B	
Friends of Mill Creek	$3,000	$3,000	Schedule C	Note A
Optimist Club of Puslinch	$5,085	$5,198	Schedule D	
Puslinch Minor Soccer Club	$4,785	N/A		
Puslinch Pioneer	N/A	$3,000	Schedule E	
Sunrise Therapeutic Riding and Learning Centre	$5,000	$2,900	Schedule F	
Whistle Stop Cooperative Preschool Inc.	$1,000	$1,415	Schedule G	
Total	$21,870	$19,013		

Note A: At its meeting held on November 27, 2024, Council requested clarification regarding the $3,800 fee paid to the Grand River Conservation Foundation, as noted in the financial statements submitted with the previous year's grant application from the Friends of Mill Creek. Based on discussions with the Friends of Mill Creek, it was confirmed that this fee represented a 20% administration charge applied to donations. The Friends of Mill Creek have since established their own account in 2025 to avoid incurring this fee in the future.

Financial Implications

Grant allocations are approved by Council as part the annual budget process in accordance with the Grant Application Policy.

The Grant Application Policy approved by Council sets a dollar threshold as outlined below:

Funds available under this program are limited to a maximum of 0.50% of the previous year's taxation levy per calendar year.

Based on the tax levy of $5,672,143 approved in the 2025 budget, this would amount to $28,361 in grant funds to be provided in 2026 (2025 amount was $26,795).

Applicable Legislation and Requirements

Municipal Act, 2001

Engagement Opportunities

The Township incorporates a number of engagement opportunities associated with the annual Grant Application Program as outlined below:

- Social Media Posts and/or Advertisements at
  - Facebook.ca/TownshipofPuslinch
  - Twitter.com/TwpPuslinchON
  - Instagram.com/TownshipofPuslinch
- Township Website Banner and Public Notice
- EngagePuslinch.ca Advertisement
- Puslinch Pioneer Advertisement
- Community Newsletter sent with the final tax bill in August 2025.

Attachments

Schedule A - Aberfoyle Agricultural Society

Schedule B - Crieff Hills Retreat Centre

Schedule C - Friends of Mill Creek

Schedule D - Optimist Club of Puslinch

Schedule E - Puslinch Pioneer

Schedule F - Sunrise Therapeutic Riding and Learning Centre

Schedule G - Whistle Stop Cooperative Preschool Inc.

Schedule H - Township's Grant Application Policy adopted by Council on October 18, 2017

Respectfully submitted:

Max Artuso
Asset Management and Capital Co-op Student

Reviewed by:

Mary Hasan
Director of Finance/Treasurer

Organization Name

Aberfoyle Agricultural Society

Contact Name and Position

Barbara Hagey Second Vice President

Organization Mailing Address

[redacted]

Website

https://aberfoyleagriculturalsociety.com

Telephone Number

[redacted]

Email Address

[redacted]

Grant Amount Applied For

$3,000.00

Organization's goals and objectives related to the grant request

The society has as it's mandate to "increase the awareness of, and to improve the quality of, agriculture, homecrafts and the rural lifestyle, by presenting an annual Fall Fair to exhibit animals, produce, crafts, pets, seeds, grains, forage, and equipment." We also assist in supporting Junior Garden Club activities. Our fair also increases awareness of homecrafts including quilts, baking, canning and horticulture.

Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.

On September 5 & 6 2025 the society held a successful fall fair on the Puslinch Community Centre grounds. It is our intent to hold a similar event September 11 & 12 2026 at the same location demonstrating the quality of agriculture, homecrafts, and the rural lifestyle by exhibiting produce, grains, seeds, crafts and equipment. The grant funding will support the installation of the tents,

sanitation, and security. This will be our 184th year in which the Society will have provided a fall fair for the residents of Puslinch and surrounding communities.

Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.

Financing of the fair is from donations, provincial and municipal grants, corporate and private sponsorships from the and from membership and fair admissions. Township support will help the society to leverage funding from corporate and private individuals by demonstrating that the township believes in and supports the mission and goals of the Society and sees the benefits to the community of holding an annual fall fair.

If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?

If the Society does not receive a grant from the Township the fair will still go ahead, however it will make it harder to leverage funds from corporate and private supporters. As well it would send a message to Puslinch residents that the Township is not supportive of maintaining the efforts by the Aberfoyle Agricultural Society supporting 184 years of increasing awareness of agriculture and the rural lifestyle.

Choose one category of funds requested

Category 2: Sponsor or contributor (funds requested - $500 to $3000)

Please provide a copy of the most current budget

doc20250920112505.pdf

Please provide a copy of the most current financial statements

doc20250920112702.pdf

Please provide a copy of mandate, constitution and by-laws, as applicable

doc20250920112811.pdf

Dated This Day

09/20/2025

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Barbara Hagey Second Vice President

Signature of Applicant on behalf of Organization

[redacted]

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Vinnie Klimkosz

Sent from Township of Puslinch

Aberfoyle Agricultural Society
Budget
January through December 2025

		Jan - Sep 25
Ordinary Income/Expense		
Income		
Donations		
Donations - General	$	3,130.00
Donations - Junior Exhibits	$	600.00
Donations - Junior Garden Club	$	2,150.00
Total Donations	$	5,880.00
Fair Revenue		
Fair - ATV/Tractor Pull	$	7,455.00
Fair Entry Fees	$	390.00
Fair Gate Admissions	$	15,040.00
Food Vendors	$	50.00
Pickleball	$	395.00
Vendor Tent	$	250.00
Fair Revenue - Other	$	10.00
Total Fair Revenue	$	23,590.00
Fundraising Activities		
Chicken BBQ - Revenue		
Chicken BBQ - Silent Auction	$	1,056.00
Chicken BBQ Expenses	$	(3,766.92)
Chicken BBQ - Revenue - Other	$	8,447.08
Total Chicken BBQ - Revenue	$	5,736.16
Total Fundraising Activities	$	5,736.16
Government & Municipal Grants		
Govt & Municipal Grants-Guelph	$	100.00
Govt & Municipal Grants-Omafra	$	4,000.00
Govt & Municipal Grants-Puslinc	$	3,000.00
Govt & Municipal Grants-Welling	$	1,000.00
Grand River Grant	$	3,000.00
Total Government & Municipal Grants	$	11,100.00
Miscellaneous Income	$	80.00
Paid Memberships	$	600.00
Sponsorships		
Corporate Donations/Sponsorship	$	2,950.00
Sponsored Contests	$	385.00
Sponsorships - Other	$	590.00
Total Sponsorships	$	3,925.00
Total Income	$	50,911.16

Aberfoyle Agricultural Society
Budget
January through December 2025

	Jan - Sep 25
Gross Profit	$ 50,911.16
Expense	
Amortization	$ 500.00
Bank Service Charges	$ 775.00
Dues/Conventions	$ 420.00
Fall Fair Expenses	
ATV Pull	$ 3,950.00
Entertainment	$ 22,500.00
Judges Fees	$ 900.00
P.A. Systems	$ 252.00
Prize Money	
Games	$ 344.00
Prize Money - Other	$ 5,242.00
Total Prize Money	$ 5,586.00
Sanitation	$ 785.00
Tent Rentals	$ 2,345.00
Tractor Pull Expenses	$ 2,660.00
Total Fall Fair Expenses	$ 38,978.00
HST Expense	$ 1,000.00
Insurance	$ 2,785.00
Jr. Garden Club	$ 585.00
Office Supplies	$ 1,245.00
Postage/Delivery	$ 250.00
Supplies	
Office	$ 35.00
Total Supplies	$ 35.00
Wages/Honorarium	$ 1,750.00
Total Expense	$ 48,323.00
Net Ordinary Income	$ 2,588.16
Net Income	$ 2,588.16

Aberfoyle Agricultural Society
Profit & Loss
January through August 2025

Schedule A to Report FIN-2025-030

	Jan - Aug 25
Ordinary Income/Expense	
Income	
Donations	
Donations - General	$ 3,110.00
Donations - Junior Exhibits	$ 600.00
Donations - Junior Garden Club	$ 2,150.00
Total Donations	$ 5,860.00
Fair Revenue	
Fair - ATV	$ 800.00
Food Vendors	$ 50.00
Vendor Tent	$ 100.00
Total Fair Revenue	$ 950.00
Fundraising Activities	
Chicken BBQ - Revenue	
Chicken BBQ - Silent Auction	$ 1,056.00
Chicken BBQ Expenses	$ (3,766.92)
Chicken BBQ - Revenue - Other	$ 8,447.08
Total Chicken BBQ - Revenue	$ 5,736.16
Total Fundraising Activities	$ 5,736.16
Government & Municipal Grants	
Govt & Municipal Grants-Guelph	$ 100.00
Govt & Municipal Grants-Omafra	$ 4,000.00
Govt & Municipal Grants-Puslinc	$ 3,000.00
Govt & Municipal Grants-Welling	$ 1,000.00
Total Government & Municipal Grants	$ 8,100.00
Miscellaneous Income	$ 88.00
Paid Memberships	$ 60.00
Sponsorships	
Corporate Donations/Sponsorship	$ 2,000.00
Sponsored Contests	$ 385.00
Total Sponsorships	$ 2,385.00
Total Income	$ 23,179.16
Gross Profit	$ 23,179.16
Expense	
Bank Service Charges	$ 127.11
Donation	$ 200.00
Dues/Conventions	$ 370.00
Fall Fair Expenses	
Entertainment	$ 5,555.64
Judges Fees	$ 900.00
Prize Money	
Games	$ 44.25
Prize Money - Other	$ (657.44)
Total Prize Money	$ (613.19)
Sanitation	$ 785.00
Tent Rentals	$ 1,769.91

Aberfoyle Agricultural Society
Profit & Loss
January through August 2025

		Jan - Aug 25
Total Fall Fair Expenses	$	8,397.36
HST Expense	$	609.47
Office Supplies	$	1,244.33
Postage/Delivery	$	35.40
Supplies		
Office	$	33.53
Total Supplies	$	33.53
Wages/Honorarium	$	1,750.00
Total Expense	$	12,767.20
Net Ordinary Income	$	10,411.96
Net Income	$	10,411.96

Organization Name

Crieff Hills Retreat Centre

Contact Name and Position

Kristine O'Brien, Executive Director

Organization Mailing Address

7098 Concession 1
Puslinch, ON
N0B 2J0

Website

https://www.crieffhills.com

Telephone Number

+15198247898

Email Address

director@crieffhills.com

Grant Amount Applied For

$500

Organization's goals and objectives related to the grant request

Located on 250 of forest and historic farmland, Crieff Hills Retreat Centre provides day and overnight experiences for those seeking rest and renewal. Serving people of all faiths, we provide affordable rental space for non-profit organizations and community groups of up to 100 people, individual suites for those seeking refuge, and our own enrichment programs. With the help of our Wellness Fund, we increasingly support staff from local nonprofit organizations, professional caregivers and local community organizations. We know that many people in our world are weary, but close encounters with nature are healing and restful. Educational activities help people experience nature in meaningful ways. Our On-Farm Dinners, for example, offer a hands-on farm experience followed by a four-course fine dining meal. We also lead guests in labyrinth walks (such as the lantern walk on December 21 each year) and host ‘lamb therapy’ each spring when folks have time in the barn with ewes and lambs.

Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.

We would like to participate in the Spring and Fall Rural Romp events organized by Wellington County. This grant would allow us to pay the registration fee which was $50 each time in 2024. An additional $200 each time would help offset the cost of program materials (signage, interactive displays, etc.)
We envision opening up our historic barn for tours, showing off our vegetable fields and inviting people to meet the Soay sheep, chickens, ducks, pigs and Galway heifers. We would also like to offer interactive stations such a bonfire to roast marshmallows or bee tours to get into our hives (bee suits provided!). The hiking trails, labyrinth and gardens would also be open for people to explore.

Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.

We notice that there are no Rural Romp participants in our corner of Puslinch and we want to draw new folks into our neighbourhood. We also want to offer neighbours an opportunity to get to know us better so that they know how we can support them through our offerings.
Even after fifty years, guests and neighbours often tell us they have never heard of Crieff Hills or don’t know what we offer. This is a wonderful opportunity to take advantage of the marketing provided by Wellington County so that more people know how their families and community groups can benefit from all that we offer.

If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?

Not receiving a grant from Puslinch Township would require a reassessment of our 2026 program budget and how those funds are currently allocated.

Choose one category of funds requested

Category 1: Donation (funds requested - less than $500)

Please provide a copy of the most current budget

Crieff-Hills-Budget-2025-approved-summary.pdf

Please provide a copy of the most current financial statements

Crieff-Hills-Financial-Statement-2024.pdf

Dated This Day

09/25/2025

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Kristine O'Brien, Executive Director

Signature of Applicant on behalf of Organization

[redacted]

Sent from Township of Puslinch

CRIEFF HILLS RETREAT CENTRE

	2025 APPROVED BUDGET
INCOME	
401000 - Accommodation Rentals	509,244
402000 - Kitchen Income	401,000
403000 - Donations & Grants	178,966
404000 - Event Income	103,000
405000 - JB Maclean Investment Fund Income	170,000
460000 - Additional Income	58,650
407000 - Rental Home Income	55,232
408000 - Farm Income	75,700
409000 - Merchandise Sales	7,000
500000 - Cost of Goods Sold	(4,400)
TOTAL INCOME	**1,554,392**
EXPENSES	
501000 - PERSONNEL	883,904
502000 · KITCHEN EXPENSES	212,300
503000 · ADMIN EXPENSES	88,159
504000 - EVENT EXPENSES	10,000
506000 · PROPERTY EXPENSES	128,694
507000 · PAYROLL EXPENSES	160,336
508000 - FARM EXPENSES	18,370
509000 - HOUSEKEEPING EXPENSES	17,500
TOTAL EXPENSE	**1,519,263**
OTHER INCOME & EXPENSES	
JB Maclean Investment Fund Drawdown Income	170,000
NonCapital Maintenance & Repairs Expenses	(170,000)
NET OTHER INCOME (LOSS)	**0**
GRAND TOTAL INCOME (LOSS)	**35,129**

CRIEFF HILLS RETREAT CENTRE
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2024

	2024	2023
ASSETS		
CURRENT		
Cash	$ 175,591	$ 397,365
Accounts receivable	526	23,810
Inventory	-	2,352
Prepaid expenses	20,000	791
	196,117	424,318
PROPERTY AND EQUIPMENT *(Note 3)*	1,250,861	1,064,292
LONG-TERM INVESTMENTS *(Note 4)*	2,306,309	2,341,743
	$ 3,753,287	$ 3,830,353
LIABILITIES		
CURRENT		
Accounts, payable and accrued	$ 48,254	$ 45,245
Current portion of long-term debt	-	40,000
Government remittances payable	16,956	26,446
Deferred revenue *(Note 5)*	185,593	173,143
	250,803	284,834
NET ASSETS	3,502,484	3,545,519
	$ 3,753,287	$ 3,830,353

ON BEHALF OF THE BOARD

_____ *Director*

_____ *Director*

(See accompanying notes to financial statements)

CRIEFF HILLS RETREAT CENTRE
STATEMENT OF CHANGES IN NET ASSETS
YEAR ENDED DECEMBER 31, 2024

	2024	2023
NET ASSETS - BEGINNING OF YEAR	$ 3,545,518	$ 3,381,776
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	(43,034)	163,743
NET ASSETS - END OF YEAR	$ 3,502,484	$ 3,545,519

(See accompanying notes to financial statements)

CRIEFF HILLS RETREAT CENTRE
STATEMENT OF REVENUES AND EXPENDITURES
YEAR ENDED DECEMBER 31, 2024

	2024	%	2023	%
REVENUES				
Accomodation and event rentals	$ 621,798	56.90	$ 643,473	51.65
Kitchen and market income	351,052	32.13	333,240	26.75
Donations and grants	79,428	7.27	223,396	17.93
Rental income	40,487	3.71	45,665	3.67
	1,092,765	100.01	1,245,774	100.00
EXPENSES				
Advertising and promotion	1,571	0.14	516	0.04
Amortization	101,242	9.26	73,537	5.90
Business taxes, licenses and memberships	576	0.05	244	0.02
Insurance	35,270	3.23	35,346	2.84
Interest and bank charges	17,750	1.62	15,237	1.22
Interest on long-term debt	-	-	1,200	0.10
Laundry	13,712	1.25	12,828	1.03
Office and general	22,399	2.05	14,653	1.18
Professional fees	10,652	0.97	6,373	0.51
Programs	167,549	15.33	176,642	14.18
Property taxes	9,667	0.88	9,312	0.75
Repairs and maintenance	86,908	7.95	70,953	5.70
Salaries and wages	879,181	80.45	758,654	60.90
Salaries and wages (employee benefits)	76,699	7.02	64,782	5.20
Telephone	7,330	0.67	9,363	0.75
Travel	231	0.02	505	0.04
Utilities	83,371	7.63	86,455	6.94
	1,514,108	138.52	1,336,600	107.30
DEFICIENCY OF REVENUES OVER EXPENSES FROM OPERATIONS	(421,343)	(38.51)	(90,826)	(7.30)
OTHER INCOME & EXPENSES				
Unrealized gain (loss) on long-term investments *(Note 4)*	378,309	34.62	190,948	15.33
Investment income *(Note 4)*	-	-	63,621	5.11
		-		-
	378,309	34.62	254,569	20.44
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	$ (43,034)	(3.89)	$ 163,743	13.14

(See accompanying notes to financial statements)

CRIEFF HILLS RETREAT CENTRE
STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenses	$ (43,034)	$ 163,743
Items not affecting cash:		
Amortization of property and equipment	101,242	73,537
Unrealized gain (loss) on long-term investments *(Note 4)*	(378,309)	(190,948)
	(320,101)	46,332
Changes in non-cash working capital:		
Accounts receivable	23,284	1,736
Inventory	2,352	190
Accounts, payable and accrued	3,007	5,924
Government remittances payable	(9,490)	433
Deferred revenue	12,450	52,330
Prepaid expenses	(19,209)	2,218
	12,394	62,831
Cash flow from (used by) operating activities	(307,707)	109,163
INVESTING ACTIVITIES		
Purchase of property and equipment	(287,811)	(130,015)
Portfolio distributions under (over) withdrawals *(Note 4)*	413,744	9,519
Portfolio distributions from prior year deficiency *(Note 4)*	-	-
Cash flow from (used by) investing activities	125,933	(120,496)
FINANCING ACTIVITY		
Repayment of long-term debt	(40,000)	(10,000)
DECREASE IN CASH FLOW	(221,774)	(21,333)
Cash - beginning of year	397,365	418,698
CASH - END OF YEAR	$ 175,591	$ 397,365
CASH CONSISTS OF:		
Cash	$ 175,591	$ 397,365

(See accompanying notes to financial statements)

CRIEFF HILLS RETREAT CENTRE
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2024

1. PURPOSE OF THE ORGANIZATION

Crieff Hills Retreat Centre (the "to sustainably honour its land and community, encourage education, and provide a place of sanctuary. It is a mission that inspires rest, renewal and transformation through spiritual connection, encounters with nature, and engaging experiences. ") is a not-for-profit organization of Ontario. The operations first started from a donation of major capital assets to The Presbyterian Church in Canada in the 1950s as an endowment in order for it to run programming for the late estate of Col. MacLean. This operation was registered as an independant charity as of June 10, 1983 to continue operations in line with the original endowment fund. Its Registered Charitable Number is 10699 3272 RR0001.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Long-term investments

Long-term investments are made up entirely of the Centre's share of consolidated portfolio of The Presbyterian Church in Canada. The Centre's proportionate share is valued at fair market value rates. Consistent with the reporting policy of The Presbyterian Church in Canada the net change in unrealized market value of investments is included in the determination of excess revenues over expenses.

Property and equipment

Property and equipment are recorded at cost and amortized over their estimated lives using the methods outlined below at the following annual rates. When the organization observes conditions that indicate that a tangible property and equipment is impaired, the net carrying amount of the tangible property and equipment is written down to the asset's fair value or replacement cost. The write-downs of tangible property and equipment are accounted for as expenses in the statement of operations. These related rates are also used to recognize revenue donated for the the explicit use of purchasing capital property.

Buildings	4%	declining balance method
Septic and water systems	4%	declining balance method
Furniture and equipment	20%	declining balance method
Signs	20%	declining balance method
Vehicles	30%	declining balance method

Amortization is calculated at one-half of the normal rate in the year of acquisition.

Property and equipment acquired during the year but not placed into use is not amortized until it is placed into use.

Rates have been adjusted from 2022 levels to be in line with industry standard rates. These adjustments are to be applied on a prospective basis.

Revenue recognition

The organization's activites are supported through short-term rentals of property, registrations for events, sale of food as part of rental agreements, long-term rentals to staff, investment income, donations and grants.

The organization follows the deferral method of accounting for contributions.

Rental fees, registrations for events and sale of food as part of rental agreements are recognized as deferred revenue when received then recognized as revenue when the programming is completed or the event has occurred.

Long-term rentals are recognized on each period end, resulting from decreased payout to related staff.

Interest revenue is recognized using the effective interest method.

(continues)

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Investment income is recognized upon periodic updates from investment manager, based on fair market values.

Donation and grant revenue is recognized when received from donors unless there is a restriction on use, in which case funds are recognized using the deferral method.

Cash and short-term investments

The Centre's policy is to disclose bank balances, and cashable investments that mature in 90 days or less, under cash.

Inventory

Inventory consists of resale materials and are valued at the lower of cost and net realizable value. Net realizable value is the estimated selling price less estiamted costs to sell the inventory item in the ordinary course of business. Cost is determined on a first-in, first-out basis.

Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for- profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the reporting date, and the reported amounts of revenues and expenses for the reporting period. Actual results could differ from these estimates. Significant financial statement items that require the use of estimates are the estimated useful life of property and equipment. These estimates are reviewed periodically, and adjustments are made, as appropriate, in the statement of operations in the year they become known.

3. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Land	$ 20,256	$ -	$ 20,256	$ 20,256
Buildings	2,509,334	1,686,306	823,028	787,807
Septic and water systems	129,025	39,151	89,874	93,618
Furniture and equipment	509,347	398,698	110,649	120,647
Signs	10,630	4,860	5,770	7,213
Vehicles	119,549	87,149	32,400	34,751
Other machinery and equipment	159,053	23,858	135,195	-
Fence	35,462	1,773	33,689	-
	$ 3,492,656	$ 2,241,795	$ 1,250,861	$ 1,064,292

4. LONG-TERM INVESTMENTS

As part of the bequest from the J.B.MacLean Bequest Fund, the Centre had received an investment on its behalf of capital in the consolidated portfolio of The Presbyterian Chuch in Canada, and shares in the investment income, both realized and unrealized, based on the proportion of the amount invested by the Centre to the total amount invested in the consolidated portfolio. The portfolio investments and investment income transactions are as follows.

	2024	2023
Share of consolidated portfolio, capital account	2,306,309	2,341,743
Total investment income	$ -	$ 63,621
Less: other investment income	-	(825)
Less: distributions from portfolio	(413,743)	(72,000)
Over-paid income account	$ (413,743)	$ (9,204)
Unrealized gain (loss) in value of investments	$ 378,299	$ 190,948

The investment pool is broken down as follows as of year end 2023; 32% of funds are invested in fixed income securities, 21% in Canadian capital equities, 31% in US equities, and 14% in international equities.

5. DEFERRED REVENUE

	2024	2023
Deferred revenue, beginning	$ 173,143	$ 120,813
Add (less): change in rent deposits	110	1,300
Less: deposits recognized during the year	(89,508)	(108,113)
Add: new deposits received in advance	107,927	89,508
Add (less): new grants received and deferred	(6,079)	69,635
Deferred revenue, ending	$ 185,593	$ 173,143

Organization Name

Friends of Mill Creek (FOMC)

Contact Name and Position

Ron Van Ooteghem

Organization Mailing Address

c/o Township of Puslinch, 7404 Wellington County Roadf 34
Puslinch, ON
N0B 2J0

Website

https://friendsofmillcreek.org

Telephone Number

[redacted]

Email Address

[redacted]

Grant Amount Applied For

$3,000

Organization's goals and objectives related to the grant request

Our mission is to develop, promote, and implement project that maintain and enhance Mill Creek as a cold water stream. This is done primarily through the FOMC Stewardship Ranger Program that has been on-going since 2003. This grant, in part, will provide funding to ensure that the Ranger Program can continue successfully in 2026.

Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.

The Mill Creek Ranger crew is a environmental stewardship work team typically comprised of four local grade 11 and 12 students and a crew leader. In-stream projects are completed over a period of 8 weeks during July and August under the direction of the FOMC technical committee and the GRCA. As part of this work plan, restoration was completed in and around Mill Creek

as identified by the committee and notably near the Puslinch Community Center and in the Aberfoyle Creek tributary.

Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.

The primary focus of the FOMC and the Ranger Program is to enhance the health of Mill Creek, a valuable natural resource in the Township of Puslinch. In addition, this program continues to support local youth and inspire them to pursue careers in environmental studies.

If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?

The FOMC is very proud of what the Ranger Program has achieved. Without on-going funding from the Township of Puslinch and other community partners, continuation of the program and the benefits of this work to Mill Creek would be at risk. There has been a significant amount of work completed in the creek by the hard working Ranger crews over the past 21 years. A lot of work still needs to be done. Also, the opportunity for the Ranger Program to develop future environmental leaders by providing hands-on skills and education would be equally at risk.

Choose one category of funds requested

Category 2: Sponsor or contributor (funds requested - $500 to $3000)

Please provide a copy of the most current budget

2025-Ranger_Program_Financials-as-of-Dec-312024-Statement-of-Operations-Budget.pdf

Please provide a copy of the most current financial statements

2025-Ranger_Program_Financials-as-of-Dec-312024-Statement-of-Financial-Position.pdf

Dated This Day

09/27/2025

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Don McKay, President

Signature of Applicant on behalf of Organization

[redacted]

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Ron Van Ooteghem, Treasurer

Signature of Applicant on behalf of Organization

[redacted]

Sent from Township of Puslinch

MILL CREEK RANGERS PROGRAM FUND

Statement of Operations

For the twelve months ending 31 December 2024 with comparative figures for 2018, 2019, 2022 and 2023

	2018 Actual	2019 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Revenue	**$**	**$**	**$**	**$**	**$**	**$**
Grants (Gov't)						
City of Cambridge	1,200.00	1,000.00	0.00	0.00	0.00	0.00
Township of Puslinch	1,250.00	1,250.00	3,000.00	3,000.00	3,000.00	3,000.00
Wellington County	500.00	500.00	0.00	0.00	0.00	0.00
Canadian Parks and Recreation Association	12,232.24	9,613.00	0.00	0.00	5,062.00	5,000.00
Donations	18,553.50	17,700.00	15,300.00	16,150.00	62,487.00	20,000.00
Interest				3,528.00	0.00	3,000.00
Total revenue	**33,735.74**	**30,063.00**	**18,300.00**	**22,678.00**	**70,549.00**	**31,000.00**
Expenditures						
Wages - Crew Leader/ Rangers/Support Staff	23,776.22	24,770.54	27,568.38	32,538.96	36,267.01	37,000.00
H & S Equipment	407.80	350.88	500.00	500.00	500.00	500.00
Equipment & materials - Ranger Crew	1,375.72	1,413.20	1,500.00	1,500.00	1,500.00	1,500.00
Vehicle rental - Crew Leader/ Rangers	3,089.90	0.00	0.00	0.00	0.00	0.00
Donor plaques	0.00	252.77	0.00	0.00	0.00	0.00
Website Maintenance & Account Fees	0.00	4.95	0.00	0.00	0.00	0.00
Liability Insurance	1,244.16	1,242.00	758.16	793.80	815.40	830.00
GRC Foundation Admin. Fees (- Interest)	0.00	500.00	500.00	3,830.00	13,097.40	5,600.00
Puslinch Community Center Room Rental	121.16	133.03	30.88	133.03	0.00	0.00
Ranger Crew Appreciation Event	0.00	143.48	0.00	200.00	200.00	200.00
Total expenditures	**30,014.96**	**28,810.85**	**30,857.42**	**39,495.79**	**52,379.81**	**45,630.00**
Net income (loss) from operations	**3,720.78**	**1,252.15**	**-12,557.42**	**-16,817.79**	**18,169.19**	**-14,630.00**

Note:

There was no FOMC Ranger crew activity in 2020 and 2021 due to Covid-19

FOMC Ranger crew activity resumed in 2022

In November of 2024, the FOMC received a one-time donation of $40,000 from the Patrick McNally Charitable Foundation

MILL CREEK RANGERS PROGRAM FUND
Statement of Financial Position

For the twelve months ending 31 December 2024 with comparative figures for years 2018 to 2023

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual
	$	$	$	$	$	$	$
Assets							
Restricted funds held in Trust	50,052.83	51,304.98	63,331.42	66,922.81	55,154.43	39,463.47	57,898.64
Total assets	**50,052.83**	**51,304.98**	**63,331.42**	**66,922.81**	**55,154.43**	**39,463.47**	**57,898.64**
Liabilities & reserve balances							
Mill Creek Ranger reserve fund	46,332.05	50,052.83	51,304.98	63,331.42	66,922.81	55,154.43	39,463.47
Accumulated net revenue	3,720.78	1,252.15	12,026.44	3,591.39	-11,768.38	-15,690.96	18,435.17
Total liabilities & reserve balances	**50,052.83**	**51,304.98**	**63,331.42**	**66,922.81**	**55,154.43**	**39,463.47**	**57,898.64**

Organization Name

Optimist Club of Puslinch

Contact Name and Position

Gregg Allan

Organization Mailing Address

7404 Wellington County Road 34
Puslinch, ON
N0B 2J0

Website

https://optimistclubofpuslinch.com

Telephone Number

[redacted]

Email Address

[redacted]

Grant Amount Applied For

$5198 to cover the Fireworks expense for Canada Day

Organization's goals and objectives related to the grant request

Founded in 1976, the Optimist Club of Puslinch is dedicated to serving the local community through various service and fundraising projects. The purpose of our Club is to develop and encourage an 'Optimistic' philosophy of life for our members by aiding and encouraging the youth of our community. This club's membership reflects the diversity of our community: ranging from five original charter members to a variety of current members including local business owners, commuters, retirees, young parents and new community residents.

Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.

Canada Day Celebrations
To celebrate our country's birthday on July 1st, the Optimist Club hosts a country breakfast (bacon, eggs, pancakes with locally sourced maple

syrup).Families get to enjoy the new fabulous grounds of the Community Centre. At dusk we treat the community to a fireworks show. All aspects of Canada Day are free of charge

Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.

The Optimist Club, like many other organizations ,is experiencing a challenge to keep ahead of current economic climate. Last year we unfortunately experienced a significant financial loss as we found need in the Community in our Township increased.

If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?

The grant will allow the Optimist Club of Puslinch to continue with a very important Community event - Canada Day Celebrations . With increasing costs for all aspects of these events the grant will be used to supplement our fund raising activities that will allow the Community to enjoy the events that have become “Traditions” in our Township.

Choose one category of funds requested

Category 3: Project funder (funds requested - greater than $3000)

Please provide a copy of the most current budget

2026-Optimist-Township-Grant-Canada-Day-Budget.xlsx

Please provide a copy of the most current financial statements

Optimist-Club-Financials-AGM-2025.pdf

Please provide the annual reporting requirements in accordance with Section 8 of the Township Grant Application Policy if your organization was a successful applicant in a previous year (mandatory for previous funds received of greater than $3000)

2025-Optimist-Township-Grant-Event-Report.docx

Dated This Day

09/10/2025

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Gregg Allan Past President

Signature of Applicant on behalf of Organization

[redacted]

Sent from Township of Puslinch

2026 Optimist Township Grant Canada Day Budget.

	Reveune	Expenses				
Breakfast Inout Costs		**$3547.50**				
Fireworks Permit		**$200.00**				
Fireworks		**$4600.00**				
Fireworks tax		**$598.00**				
Total		**$8945.50**				
Donations	**$3000.00**					
Profit/Loss		**-$5945.50**				

10:42 AM
05/12/25
Accrual Basis

Optimist Club of Puslinch
Profit & Loss
October 2023 through September 2024

	Oct '23 - Sep 24	
Income		
4090 · Christmas Dinner		2,258.00
4000 · Community Grants		5,000.00
4010 · Membership Activities		
4074 · Oratorical		0.00
4073 · Zone 3 LG Expenses		1,300.00
4011 · Membership dues		2,933.37
4012 · Dinner Meetings		
4013 · Meal	1,225.00	
4012 · Dinner Meetings - Other	405.00	
Total 4012 · Dinner Meetings		1,630.00
4020 · Apparel sales		80.00
4010 · Membership Activities - Other		250.00
Total 4010 · Membership Activities		6,193.37
4300 · Fund Raising Activities		
4310 · Fall Classic		
4311 · Ticket sales	11,175.00	
4312 · Bar	5,655.00	
4313 · Raffle tickets	1,115.00	
4314 · 50/50 Draw	2,330.00	
4315 · Food	185.00	
4317 · Other	40.00	
Total 4310 · Fall Classic		20,500.00
4370 · Fish Fry		
4371 · Ticket sales	11,712.87	
4373 · Bar sales	1,216.00	
Total 4370 · Fish Fry		12,928.87
4382 · Fireworks Canada Day		162.00
4440 · Family Day - Hockey Tournament		3,875.00
4435 · Family Day - Community Events		245.00
4500 · Food Trailer Sales		
45003 · Aberfoyle Fall Fair	5,182.00	
4500 · Food Trailer Sales - Other	180.00	
Total 4500 · Food Trailer Sales		5,362.00
4700 · Donations		200.00
Total 4300 · Fund Raising Activities		43,272.87
43000 · Community Activities		
4077 · Canada Day DONATIONS		684.00
4075 · Canada Day Breakfast		2,331.00
4490 · Santa Claus Parade		5,595.00
Total 43000 · Community Activities		8,610.00
49000 · Adminsitrative		
4050 · Interest income		3,698.52
Total 49000 · Adminsitrative		3,698.52
Total Income		69,032.76
Gross Profit		69,032.76
Expense		
67951 · Volleyball Donation/Sponsor		2,500.00
6808 · lunch/dinner meeting		58.57
6968 · Food Safety Course		2,731.72
6721 · Wellington County 4/H		1,000.00
67595 · Link-Up with Duffs-Donation		500.00

Optimist Club of Puslinch
Profit & Loss
October 2023 through September 2024

	Oct '23 - Sep 24	
67589 · Hospice Donation		1,000.00
6010 · Membership Activities - Exp		
6022 · Christmas Dinner	2,254.00	
6011 · Membershio dues-District	830.00	
6012 · Membership dues-International	4,417.68	
6013 · New member expenses	75.02	
6015 · Dinner meetings		
6017 · Food	1,244.00	
6040 · Other Items	300.00	
6015 · Dinner meetings - Other	356.00	
Total 6015 · Dinner meetings	1,900.00	
6020 · General meetings		
6021 · Hall rental	176.64	
Total 6020 · General meetings	176.64	
6025 · Apparel	120.98	
6030 · Internat Brd meetings	500.00	
6370 · Appreciation Night		
6371 · Food	955.74	
Total 6370 · Appreciation Night	955.74	
Total 6010 · Membership Activities - Exp		11,230.06
6300 · Fund Raising Activities - Exp		
6310 · Fall Classic		
6317 · lottery license	42.00	
6311 · Hall rental	566.12	
6312 · Bar	1,648.00	
6315 · Food	4,661.35	
6316 · Other items	755.82	
6319 · Draw prizes	2,314.99	
Total 6310 · Fall Classic	9,988.28	
6380 · Fish Fry		
6381 · Food	4,165.46	
6382 · Bar costs	815.00	
6383 · Hall rental & costs	412.21	
Total 6380 · Fish Fry	5,392.67	
6435 · Family Day - Community Events	840.99	
6800 · Food trailer		
68007 · Bryan's Farm Event	2,316.26	
6805 · Maintenance	29.99	
68003 · Aberfoyle Fall Fair	2,410.75	
Total 6800 · Food trailer	4,757.00	
68100 · Community Contributions		
68108 · Donation	4,000.00	
68107 · BIG Brothers/Sisteres Donation	100.00	
68102 · Aberfoyle PS Barbeque	1,378.43	
68103 · Friends of Millcreek	3,500.00	
Total 68100 · Community Contributions	8,978.43	
Total 6300 · Fund Raising Activities - Exp		29,957.37
6700 · Community Contributions		
67596 · Aberfoyle PS Christmas Meals	2,100.00	
67588 · Empowerment Day (DraytonHeights	2,500.00	
67001 · Priority		
6710B · oratorical expense	615.00	
6710 · Oratorical contest prizes	550.00	
6745 · Aberfoyle School	3,263.86	

10:42 AM
05/12/25
Accrual Basis

Optimist Club of Puslinch
Profit & Loss
October 2023 through September 2024

	Oct '23 - Sep 24	
6751 · Scholarship	4,500.00	
67578 · Junior Garden Club	1,000.00	
Total 67001 · Priority		9,928.86
67565 · Special Olympics		5,000.00
Total 6700 · Community Contributions		19,528.86
67000 · Community Activities - Exp		
6720 · Bike Rodeo		31.78
6027 · Recognition awards		380.00
6703 · Remembrance Day		300.00
6740 · Santa Claus Parade		
6327 · costumes & safety clothing	54.95	
6321 · Toys for kids	1,000.00	
6322 · Candy for Kids	659.10	
6323 · Bands	1,600.00	
6324 · Food	581.93	
6326 · misc	343.42	
Total 6740 · Santa Claus Parade		4,239.40
6742 · Canada Day celebrations		
6743 · Cananda Day Breakfast	1,301.77	
6744 · Canada Day Fireworks	3,628.78	
6742 · Canada Day celebrations - Other	976.87	
Total 6742 · Canada Day celebrations		5,907.42
Total 67000 · Community Activities - Exp		10,858.60
6960 · Administrative Expenses		
6964 · LG Expenses		1,000.00
6810 · Miscellaneous		956.94
6820 · Bank service charges		
6826 · Bank Service Charges - RB	49.76	
6825 · VISA MasterCard Charges	4.84	
6824 · Square Canada / PAYPAL Charges	22.57	
6821 · Bank Service Charges-TD	85.69	
Total 6820 · Bank service charges		162.86
6963 · Website cost & maintenance		645.47
6965 · Zone 3 Expenses		38.89
6970 · HST ITCs Recoverable in Expense		1,410.69
6960 · Administrative Expenses - Other		91.39
Total 6960 · Administrative Expenses		4,306.24
Total Expense		83,671.42
Net Income		**-14,638.66**

2025 Optimist Club Canada Day Summary

Feedback

“Wow what a day!! Great weather! Fantastic Playground!!”

“Evening festivities were lively”. Music filled the warm summer air. Kids explored the firetruck, played in the new soccer fields and playground.”

“My Family were so impressed with the whole day - especially the evening event. The kids were super excited when they received he glow in the dark brackets.. THANK YOU”

And one from the Wellington Advertiser Letter to the Editor
…….”thank you to the Puslinch Optimist Club for a wonderful Canada Day Celebration…..pancake breakfast is always a hit and brings in neighbours from every corner of our township together to sit and chat enjoying great food and conversation. They end the day with a bang -an awesome fireworks display.
The grounds of our community centre were absolutely full of all ages enjoying the evening together, all thanks to our Optimist Club”

Optimist Canada Day Committee Comments

Morning breakfast was a hit, with wonderful turnout of Guests of all ages dressed in their best Canada Day red and white. We served around 600 breakfasts with not a single pancake, glass of juice cup or coffee left. Chocolate cake was the favourite edging out vanilla.

Notes for 2026
Increase volume of beverages and bacon
Decrease cake purchases

Financials (subject to final audit)

Food and Supplies	$ 3525
Fireworks	$ 5000
Misc.	$ 500
Total	$ 9025

Revenue (Donations)	$ 3400

Organization Name

Puslinch Pioneer

Contact Name and Position

Anne Day, Editor

Organization Mailing Address

29 Brock Road South,
Puslinch, ON
N0B 2J0

Website

https://www.puslinchpioneer.com

Telephone Number

[redacted]

Email Address

editorpuslinchpioneer@gmail.com

Grant Amount Applied For

$3,000

Organization's goals and objectives related to the grant request

The Puslinch Pioneer has been an integral part of the Puslinch community for the past 50 years. In July, 2026, the Pioneer will be celebrating its 50th anniversary.

Produced entirely by volunteers since its inception in 1976, the Board wishes to acknowledge this achievement and the volunteer commitment it has taken for the paper to be published ten times a year since then.

Our goal is to draw attention and create awareness of this unique publication, as unlike many community newspapers that have closed their doors, we continue to inform and educate the community on what is happening here.

The distribution of the paper has grown from 1,200 in 1976, to today's circulation of 3,300 – delivered to every household in Puslinch. With the uncertainty of Canada Post's future, we also distribute around 1,000 digitally and are exploring different digital options for the future.

Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.

We are proposing to have four additional pages, in the July/August issue that will focus on and highlight the history of the Pioneer, also drawing attention to the volunteers who have been and those who are still involved.

As well as the anniversary issue, we propose to hold an Open House at the Community Centre, to which writers, volunteers, advertisers and the community will be invited. We will also be inviting members of the Optimist Club of Puslinch, who generously delivered the paper on our behalf during the postal strike and members of Council.

Special acknowledgement will be paid to key volunteers who continue to ensure the paper is produced. Light refreshments would be served.

Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.

Steeped in its history within Puslinch, this grant would honour the role the Pioneer has played in bringing information to the community and emphasize the Township's support of the publication.

It would also serve to promote the value of volunteering, and how as a community we can continue this tradition and attract others to get involved, submit articles and advertise.

If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?

It wouldn't happen! We would not be able to celebrate with the community which would be unfortunate as the Puslinch Pioneer deserves the recognition for this achievement, and is valued by the community.

Choose one category of funds requested

Category 2: Sponsor or contributor (funds requested - $500 to $3000)

Please provide a copy of the most current budget

BUDGET-PL-July-1-2025-to-June-30-2026.xlsx

Please provide a copy of the most current financial statements

Puslinch-Pioneer-Balance-Sheet-as-of-June-30-2025.pdf

Please provide a copy of mandate, constitution and by-laws, as applicable

The-Puslinch-Pioneer-Constitution.docx

Dated This Day

09/23/2025

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Anne Day, Signing officer.

Signature of Applicant on behalf of Organization

[redacted]

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Anne Day, Signing Officer

Signature of Applicant on behalf of Organization



Sent from Township of Puslinch

			Sept Issue
		Jul 25	**Aug 25**
Ordinary Income/Expense			
Income			
	Donation	0.00	0.00
	Advertising Sales	90.00	11,280.00
	Subscription	0.00	0.00
Total Income		90.00	11,280.00
Expense			
	Ampersand Printing	0.00	4,890.00
	Ampersand Printing - Collating	0.00	543.00
	Postage - Mailing Township papers	0.00	510.00
	Credit Card Processing charges	84.17	35.00
	Award to Aberfoyle School Student	0.00	10.00
	Insurance	244.75	244.75
	Office Supplies Expense	0.00	20.00
	Postage Expense- Subscriptions	0.00	47.00
	Website	34.00	34.00
Total Expense		328.92	6,333.75
Net Ordinary Income		-238.92	4,946.25
Net Income		**-238.92**	**4,946.25**

Oct Issue	Nov Issue	Dec Issue		Feb Issue
Sep 25	**Oct 25**	**Nov 25**	**Dec 25**	**Jan 26**
0.00	100.00	0.00	0.00	0.00
1,870.00	4,970.00	5,635.00	0.00	7,000.00
88.50	88.50	44.25	0.00	132.75
1,958.50	5,158.50	5,679.25	0.00	7,132.75
4,023.00	4,890.00	4,890.00	0.00	5,035.00
543.00	543.00	543.00	0.00	543.00
503.00	510.00	510.00	510.00	510.00
87.54	90.00	60.00	0.00	35.00
10.00	10.00	10.00	0.00	10.00
244.75	244.75	244.75	244.75	244.75
20.00	20.00	20.00	0.00	20.00
47.00	50.00	60.00	0.00	60.00
34.00	34.00	34.00	34.00	34.00
5,512.29	6,391.75	6,371.75	788.75	6,491.75
-3,553.79	-1,233.25	-692.50	-788.75	641.00
-3,553.79	**-1,233.25**	**-692.50**	**-788.75**	**641.00**

Mar Issue	Apr Issue	May Issue	June Issue	July/Aug Issue
Feb 26	**Mar 26**	**Apr 26**	**May 26**	**Jun 26**
50.00	50.00	100.00	10.00	75.00
8,080.00	7,100.00	7,100.00	6,000.00	6,500.00
88.50	88.50	88.50	177.00	88.50
8,218.50	7,238.50	7,288.50	6,187.00	6,663.50
5,035.00	5,035.00	5,035.00	5,035.00	5,035.00
543.00	543.00	543.00	543.00	543.00
510.00	510.00	510.00	510.00	510.00
70.00	35.00	63.00	110.00	65.00
10.00	10.00	10.00	10.00	10.00
244.75	244.75	244.75	244.75	244.75
20.00	20.00	20.00	20.00	20.00
60.00	60.00	60.00	60.00	60.00
34.00	34.00	34.00	34.00	34.00
6,526.75	6,491.75	6,519.75	6,566.75	6,521.75
1,691.75	746.75	768.75	-379.75	141.75
1,691.75	**746.75**	**768.75**	**-379.75**	**141.75**

	TOTAL
	Jul '25 - Jun 26
	385.00
	65,625.00
	885.00
	66,895.00
	48,903.00
	5,430.00
	5,603.00
	734.71
	100.00
	2,937.00
	200.00
	564.00
	408.00
	64,879.71
	2,049.29
	2,049.29

2:13 PM
2025-09-23
Accrual Basis

Puslinch Pioneer
Balance Sheet
As of 30 June 2025

	30 Jun 25
ASSETS	
Current Assets	
Chequing/Savings	
Bank	
Bank-Auction Online/Fundraisers	2,866.00
Bank - Other	39,476.90
Total Bank	42,342.90
Total Chequing/Savings	42,342.90
Accounts Receivable	
Accounts Receivable	16,715.52
Total Accounts Receivable	16,715.52
Total Current Assets	59,058.42
Fixed Assets	
Accum. Deprec - Capital Assets	-980.03
Computer Equipment	980.03
Total Fixed Assets	0.00
TOTAL ASSETS	**59,058.42**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
GST/HST Payable	-193.01
Total Other Current Liabilities	-193.01
Total Current Liabilities	-193.01
Total Liabilities	-193.01
Equity	
Opening Bal Equity	7,966.38
Retained Earnings	49,438.89
Net Income	1,846.16
Total Equity	59,251.43
TOTAL LIABILITIES & EQUITY	**59,058.42**

Organization Name

Sunrise-Therapeutic Riding & Learning Centre

Contact Name and Position

Lynne O'Brien, Executive Director

Organization Mailing Address

6920 Concession 1
Puslinch, ON
N0B 2J0

Website

https://www.sunrise-therapeutic.ca

Telephone Number

+15198370558

Email Address

lynne@sunrise-therapeutic.ca

Grant Amount Applied For

$2,900.00

Organization's goals and objectives related to the grant request

Sunrise Therapeutic Riding & Learning Centre is applying to the Township of Puslinch grant program for $2,900.00 for the installation of a water line in the Sunrise Therapy/Memorial Forest.
Sunrise Mission Statement: To develop the full potential of children and adults with special needs through therapy, education, horse riding, recreation, and life skills programs, farm-related and social activities, and to further develop and expand Sunrise's programming to support a Respite and Residence Village community.

Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.

This grant will benefit hundreds of children and adults with special needs in our community who attend Sunrise programs. Sunrise has provided therapeutic riding, life skills, and recreational programs for children and adults

with a wide range of physical, cognitive, and behavioural/emotional special needs since 1982.
The emerging Sunrise Therapy/Memorial Forest is an important newer component of Sunrise's programming and is in keeping with the following Sunrise values:
"Sunrise is committed to the physical and mental well-being of our horses and the protection of the environment and wildlife. This is reflected in the learning experience and training available to all the children and adults in our Sunrise programs."
The installation of a new water line, linked into Sunrise's existing water system, will allow for the proper maintenance of the annual new plantings at the Sunrise Forest entrance and along the pathways leading to the wider forest of 20,000 saplings planted in 2019 as p

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Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.

Proper forest maintenance is an important part of Sunrise's commitment to:
-be good stewards of the 102 acres upon which our programs take place.
-provide sustainability for Sunrise through annual donations to the Forest, often in memory and in honour of loved ones
-provide ongoing nature/forest programming for vulnerable children and adults from our local communities
-provide a space for learning about nature and the benefits of forests for all Sunrise program participants and visitors
-provide a gathering place for community members to visit
-provide a natural space with all of the mental health benefits that forests inherently offer
-finally, the new water line will support the work of Sunrise's Forest partners:
-Green Legacy who donate saplings to the Sunrise Forest each spring

-Forests Canada and Forests Ontario who support the Sunrise Forest with teaching workshops and learning materials
-donor Ted Arscott who brings trees and equipment for planting once a year to S

If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?

This item for which funding is requested is essential to the ongoing maintenance and health of the Sunrise Therapy/Memorial Forest, therefore additional sources of funding would need to be found. Appropriate signage will recognize the grant of The Township of Puslinch.

Choose one category of funds requested

Category 2: Sponsor or contributor (funds requested - $500 to $3000)

Please provide a copy of the most current budget

2024-2025-Sunrise-Budget.pdf

Please provide a copy of the most current financial statements

Xerox-Scan_09302025102915.PDF

Please provide the annual reporting requirements in accordance with Section 8 of the Township Grant Application Policy if your organization was a successful applicant in a previous year (mandatory for previous funds received of greater than $3000)

Township-of-Puslinch-2025-Grant-Final-Report.docx

Dated This Day

09/30/2025

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Lynne O'Brien, Sunrise Executive Director

Signature of Applicant on behalf of Organization



Name and Office/Position: I/We have authority to bind the Corporation/Organization

Ann Caine, Chair, Sunrise Advisory Council

Signature of Applicant on behalf of Organization

[redacted]

Sent from Township of Puslinch

Sunrise Therapeutic Riding & Learning Centre
Operations BUDGET

Fiscal Year 2024-2025

Schedule E to Report FIN-2025-030

	Projected 23/24	Actual 23/24	Projected 24/25	Notes	
REVENUE					
General Donations					
Donations	150,000	187,834.00	160,000.00	$90,000 approx. represents Horse Sponsorships	$20,000 Adams bequest
Foundations	52,500	38,186.00	50,000.00	Undesignated grants	
Total General Donations		226,020.00	210,000.00		
Property Revenues					
Rental- Agricultural Land	600	600.00	600.00	Neighbour farmer Will Yzerman	
Total Property Revenue		600.00	600.00		
Fundraising Revenues					
Grants/Foundations	65,000	13,000.00	20,000.00	Designated. 23/24 contained the last instalment of a 22/23 Trillium grant.	
Third Party Fundraisers	15,000	32,374.00	15,000.00	$10,000 from golf tournament at end of 22/23. Plus $15,000 from new, unexpected golf tournament.	
Celebrate Sunrise ! Event	90,000	147,950.00	150,000.00		
Forest	7,000	4,930.00	3,000.00		
Metal Recycling	3,000	3,188.00	3,000		
Merchandise	7,000	5,774.00	6,000.00	Includes angel sales.	
Conference/Workshop	0	-	-		
Total Fundraising Revenue		207,216.00	197,000.00		
Program Revenue					
Therapeutic Riding	135,000	150,776.00	150,000.00		
Life Skills	50,000	76,617.00	75,000.00	Fee increase.	
Equine Assisted Learning	15,000	25,080.00	25,000.00	Increased number of students from Board of Education	
Equine Facilitated Wellness		3,700.00	5,000.00	Program recommenced mid-year	
Camp Sunrise	110,000	110,490.00	110,000.00	Fee increase 2024 season	
Little Breeches	2,500	2,380.00	2,500.00	Starting to approach full attendance	
Membership Fees	2,300	2,100.00	2,300.00		
Other Program Revenue		-	-		
Total Program Revenue		371,143.00	369,800.00		
Administrative/Misc Revenue					
Misc. Revenue	8,000	28,371.00	28,000.00	Increased PAWS sessions.	
Total Administrative/Misc Revenue		28,371.00	28,000.00		
Horse Donations		-	-		
Total		-	-		
		-	-		
Total Capital Income		-	-		
TOTAL REVENUE		833,350.00	805,400.00		
EXPENSE					
Property Expense					
Property Rent		-	-	FOSL waives $2 per year rent.	
Property Tax	5,500	7,216.00	5,500.00		
Utilities	6,700	7,128.00	6,700.00		
Utiliites - Fuel/Propane	20,000	12,499.00	20,000.00	UPI no longer supporting Jan 1/24	
Insurance (Property)	16,000	4,804.00	5,000.00	new broker	
Maintenance - Property	5,000	12,323.00	5,000.00		
Maintenance - Barn/Arena	1,500	4,228.00	1,500.00		
Maintenace - Pool/Pond	2,500	5,412.00	2,500.00		
Maintenance - House	1,500	800.00	1,500.00		
Equipment Purchase	3,000	273.00	3,000.00	2 new furances: office & barn - 22/23	
Equipment Maintenance	8,000	12,332.00	8,000.00		
Total Property Expense		-			
		67,015.00	58,700.00		
Administrative Expense					
Office Supplies	2,000	2,058.00	2,000.00		
Office Equip&Water Lease/Maintenan	10,000	11,946.00	10,000.00	Operation of water disinfection system, Culligan water stations, photocopier lease	

Schedule F to Report FIN-2025-030

Postage	2,000	3,009.00	3,000.00	Newsletter mailing, general use.
Computer Software/licences	7,000	15,142.00	7,000.00	database, camp registration, CANVA, accounting systems Increase is new database + grant research program.
Communications	9,000	9,568.00	9,500.00	Newsletter printing, internet, telephone
General Supplies	6,000	3,902.00	5,000.00	Basic maintenance supplies, staff clothing
Audit Fees	10,000	10,809.00	12,000.00	RLB new service
Advertising	500	290.00	500.00	
Mileage Costs	500	433.00	500.00	
Bookkeeping Fees	7,000	10,061.00	10,000.00	RLB price increase
VISA & MasterCard Costs	5,000	6,252.00	5,000.00	
Bank Service Charges	3,000	1,804.00	3,000.00	
Legal Expense	2,500	4,885.00	5,000.00	This does not include legal services regarding FOSL.
Total Administrative Expense		80,159.00	72,500.00	
Program/Wage Expense				
Wages	435,000	515,492.00	520,000.00	Includes new Fundraising position, but funds came from Capital funds.
Sub-contract wages	2,000	1,391.00	2,000.00	PT/OT fees for new client assessments
CPP	20,000	26,231.00	27,000.00	
E I	9,000	11,905.00	12,000.00	
Group Benefits	8,500	10,467.00	10,500.00	
WSIB	5,000	6,307.00	7,000.00	
Professional Development	1,500	-	1,500.00	
Life Skills	1,500	1,713.00	2,000.00	
Insurance(Cantra)	3,000	2,882.00	3,000.00	
Total Program/Wage Expense		576,388.00	585,000.00	
Horse Expense				
Horse Maintenance	20,000	23,749.00	20,000.00	Farriers now charge but donate 50-75% back.
Horse & Program Equipment	3,000	4,972.00	5,000.00	
Horse vet care	5,000	8,001.00	5,000.00	
Hay expense	20,000	13,920.00	14,000.00	
Total Horse Expense		50,642.00	44,000.00	
Other Donation Expense				
Donor Recognition/Gifts	1,000	170.00	1,000.00	
Volunteer Recognition	1,500	660.00	1,500.00	
Membership Fees & Dues	2,500	3,826.00	4,000.00	CanTRA, OCA, Guelph Chamber, Cambridge Chamber, Canadian Forests, ONN,
Public Relations/Marketing	2,000	618.00	2,000.00	
Merchandise-General	5,000	5,940.00	5,000.00	Angels included here.
Celebrate Sunrise!	25,000	22,265.00	23,000.00	
Forest	1,000	622.00	1,000.00	Event programs & signage.
		-	-	
		-		
		-	-	
Total Other Donation Expense		34,101.00	37,500.00	
Camp Expense				
Summer Camp	7,000	10,226.00	7,000.00	
Total Camp Expense		10,226.00	7,000.00	
TOTAL EXPENSE		818,531.00	804,700.00	
NET INCOME		14,819.00	700.00	

SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE

NON-CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT OCTOBER 31, 2024

	2024	2023 (note 11)
ASSETS		
CURRENT		
Cash	$ 245,412	$ 134,799
Short term investments (note 4)	227,586	0
Government remittances recoverable	12,199	12,262
Inventories	8,480	8,960
Prepaid expenses	9,626	0
	503,303	156,021
INVESTMENT (note 5)	602,760	416,280
TANGIBLE CAPITAL ASSETS (note 6)	584,243	599,486
HORSE HERD (note 7)	18,294	20,750
	$ 1,708,600	$ 1,192,537
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	$ 63,665	$ 46,162
Deferred revenue	28,298	34,896
Current portion of long term debt (note 8)	158,539	40,000
	250,502	121,058
LONG TERM DEBT (note 8)	0	149,567
DEFERRED CAPITAL CONTRIBUTIONS (note 9)	715,813	364,109
	966,315	634,734
NET ASSETS		
UNRESTRICTED NET ASSETS	742,285	557,803
	$ 1,708,600	$ 1,192,537

APPROVED ON BEHALF OF THE BOARD:

[redacted] Director

[redacted]

See notes to the non-consolidated financial statements

SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE

NON-CONSOLIDATED STATEMENT OF REVENUE AND EXPENDITURES AND CHANGES IN NET ASSETS

FOR THE YEAR ENDED OCTOBER 31, 2024

	2024	2023 (note 11)
REVENUE		
Donations	$ 398,263	$ 286,182
Fundraising	197,475	114,780
Lessons, scholarships, and membership fees	166,575	123,824
Camp fees	162,929	117,744
Grants and foundations (note 10)	87,281	86,486
Rental and other	44,837	23,945
	1,057,360	752,961
EXPENDITURES		
Wages and benefits	574,272	496,972
Farm	90,614	64,372
Fundraising	45,899	48,428
Office	33,122	22,514
Professional fees	26,110	24,677
Utilities	21,276	25,565
Equipment lease, repairs, and maintenance	11,947	10,713
Telephone and communications	9,569	9,228
Interest on long term debt	9,280	5,567
Property taxes	7,217	6,959
Credit card merchant charge	6,253	5,025
Insurance	5,765	18,973
Advertising and public relations	5,490	12,749
Interest and finance charges	2,011	2,951
Education	909	1,996
Vehicle and travel	337	560
Raw Carrot expense	0	5,000
	850,071	762,249
SURPLUS (DEFICIT) BEFORE OTHER EXPENDITURES	207,289	(9,288)
OTHER EXPENDITURES		
Recognition of deferred capital contributions (note 9)	25,960	19,946
Horse herd amortization (note 11)	(2,456)	(2,457)
Amortization	(46,311)	(54,965)
	(22,807)	(37,476)
EXCESS (DEFICIT) OF REVENUE OVER EXPENDITURES for the year	184,482	(46,764)
NET ASSETS, beginning of year	557,803	604,567
NET ASSETS, end of year	$ 742,285	$ 557,803

See notes to the non-consolidated financial statements

SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE

NON-CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED OCTOBER 31, 2024

	2024	2023 (note 11)
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Excess (deficit) of revenue over expenditures for the year	$ 184,482	$ (46,764)
Items not requiring an outlay of cash		
Amortization	46,311	54,965
Horse herd amortization	2,456	2,457
Interest accrual	(7,586)	0
Donation of FOSL shares	(181,480)	(110,880)
Recognition of deferred capital contributions	(25,960)	(19,946)
	18,223	(120,168)
Changes in non-cash working capital		
Government remittances recoverable	63	6,368
Prepaid expenses	(9,626)	0
Inventories	480	(1,200)
Accounts payable and accrued liabilities	17,503	(4,194)
Deferred revenue	(6,598)	34,896
	20,045	(84,298)
CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES		
Deferred capital contributions received	377,664	66,168
(Repayment of) proceeds from long term debt	(31,028)	149,567
Purchase of FOSL shares	(5,000)	0
Purchase of investments	(220,000)	0
	121,636	215,735
CASH USED IN INVESTING ACTIVITIES		
Additions to tangible capital assets	(2,926)	(43,845)
Additions to development costs	(28,142)	(144,000)
	(31,068)	(187,845)
NET INCREASE (DECREASE) IN CASH	110,613	(56,408)
NET CASH, BEGINNING OF YEAR	134,799	191,207
NET CASH, END OF YEAR	$ 245,412	$ 134,799

See notes to the non-consolidated financial statements

SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE

NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED OCTOBER 31, 2024

4. SHORT TERM INVESTMENTS

Short term investments consist of:

	2024	2023
Scotiabank, GIC, 4.25% interest, maturing January 13, 2025	$ 25,853	$ 0
Scotiabank, GIC, 4.25% interest, maturing January 13, 2025	25,853	0
Scotiabank, GIC, 4.25% interest, maturing January 13, 2025	25,853	0
Scotiabank, GIC, 4.25% interest, maturing January 13, 2025	25,853	0
Scotiabank, GIC, 5.10% interest, maturing February 12, 2025	104,094	0
Scotiabank, GIC, 4.20% interest, maturing September 26, 2025	20,080	0
	$ 227,586	$ 0

5. RELATED PARTY TRANSACTIONS

The organization holds 57.06% (2023 - 46.17%) of the voting shares of Friends of Sunrise Ltd. (FOSL) and total shares valued at $602,760 (2023 - $416,280) and has one representative on the FOSL Board. FOSL has not been consolidated in the organization's non-consolidated financial statements. Financial summaries of FOSL as at January 1, 2024 and 2023 are as follows:

Statement of Financial Position

	2024	2023
Total assets	$ 1,432,179	$ 1,432,961
Total liabilities	$ 5	$ 5
Total net assets	1,432,174	1,432,956
	$ 1,432,179	$ 1,432,961

Results of Operations

	2024	2023
Total revenues	$ 0	$ 0
Total expenses	782	86
Deficiency of revenue over expenses	$ (782)	$ (86)

Cash Flows

	2024	2023
Cash from operations	$ (782)	$ (86)
Cash used in financing and investing activities	0	0
Decrease in cash	$ (782)	$ (86)

SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE

NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED OCTOBER 31, 2024

5. RELATED PARTY TRANSACTIONS (continued)

During the year, the organization had the following transactions with its related party investment:

	2024	2023
Donation of FOSL shares from M. Melo	$ 5,080	$ 10,080
Purchase of FOSL shares from M. Melo	5,000	0
Donation of FOSL shares from R. Ireland	100,800	100,800
Farm lease payments	(2)	(2)

FOSL has a year end of January 1, 2024. Transactions that occurred between January 2, 2024 and October 31, 2024 are not recorded in the financial statements as they do not have a significant effect on the October 31, 2024 balance. FOSL financial statements are not audited or reviewed, and the organization does not amortize its capital assets.

6. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	Net 2024	Net 2023
Development costs	$ 351,422	$ 0	$ 351,422	$ 323,280
Computer equipment	45,769	38,953	6,816	12,392
Drainage	9,425	4,477	4,948	5,419
Equipment and tack	30,041	28,213	1,828	2,285
Furniture and fixtures	181,531	118,457	63,074	75,550
Leasehold improvements	273,342	174,459	98,883	118,487
Playground equipment	90,278	90,278	0	0
Pool	4,266	3,008	1,258	1,573
Septic system	10,535	4,625	5,910	7,388
Sign	9,451	9,046	405	506
Sound system	26,813	24,823	1,990	2,488
Wagon	12,790	10,763	2,027	2,533
Water system	55,924	10,242	45,682	47,585
	$ 1,101,587	$ 517,344	$ 584,243	$ 599,486

During the year, the organization held assets not being amortized of $351,422 (2023 - $323,280) relating to development costs.

7. HORSE HERD

	Cost	Accumulated Amortization	Net 2024	Net 2023
Horse herd	$ 39,136	$ 20,842	$ 18,294	$ 20,750

The organization has a lease with respect to four (2023 - four) of its horses. The horses have been loaned to the organization on the condition that it is responsible for all costs related to food, bedding, and daily routine. This includes regular veterinary costs. There are no additional lease payments required for the horses. In the event that the horses become unsuitable for program use or the owner requests the horses be returned, one month's notice is required. The owners are responsible for maintaining medical insurance coverage if they desire. The organization holds a $5 million general liability policy, and the owners would not be responsible should an accident occur.

SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE

NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED OCTOBER 31, 2024

8. LONG TERM DEBT

	2024	2023
Note payable, interest at prime payable annually, secured by first change on property with a carrying value of $144,000 and assignment of rents, principal due April 14, 2025	$ 148,539	$ 149,567
Canada Emergency Business Account (CEBA) interest free, repaid in the year.	0	30,000
Loan payable, no set terms of repayment	10,000	10,000
	158,539	189,567
Less current portion: Cash repayments required within 12 months	158,539	40,000
	$ 0	$ 149,567

Future minimum payments on long term obligations are as follows:

2025	$ 158,539

9. DEFERRED CAPITAL CONTRIBUTIONS

Deferred capital contributions, which consist of restricted donations and grants funding tangible capital assets, are as follows:

	2024	2023
Balance, beginning of the year	$ 364,109	$ 317,887
Less revenue recognized over useful life of asset	(25,960)	(19,946)
Plus amounts received during the year	377,664	66,168
Balance, end of year	$ 715,813	$ 364,109

10. GRANTS AND FOUNDATIONS

	2024	2023
Government of Canada	$ 36,094	$ 32,440
Other charities and foundations	26,100	39,046
Harry E Foster Foundation	10,000	0
Waterloo Region Community Foundation	7,000	0
Guelph Community Foundation	5,087	0
Township of Puslinch	3,000	0
William and Mary Singer Foundation	0	15,000
	$ 87,281	$ 86,486

SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE

NOTES TO THE NON-CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED OCTOBER 31, 2024

11. PRIOR PERIOD ADJUSTMENT

During the audit, it was noted that there was a capital contribution received in fiscal 2023 that should have been recorded as a deferred capital contribution as it related to an asset not yet in use. A prior period adjustment was recorded to adjust the 2023 deferred capital contributions, closing unrestricted net assets, revenue, and excess of revenue over expenditures.

The net effects of the adjustment to the 2023 non-consolidated financial statements are as follows:

	2023
Increase in deferred capital contributions	$ 47,156
Decrease in unrestricted net assets, end of year	(47,156)
Decrease in revenue	(47,156)
Decrease in excess of revenue over expenditures	(47,156)

12. COMMITMENTS

The organization has a long-term lease with respect to the Stone Cottage, indoor riding arena, stable, activity centre, and any building constructed subsequent to the initial agreement. The lease expires January 31, 2039 and contains renewal options for an additional 20 years. The lease is held by Friends of Sunrise Ltd., a significantly influenced entity, with rent of $2 due February 1st each year. Sunrise is responsible for all taxes and expenditures related to the premises. Future minimum lease payments are as follows:

2025	$ 2
2026	2
2027	2
2028	2
2029	2
Thereafter	18
	$ 28

Township of Puslinch 2024 Grant: $5,000

Received March 2024

Final Report

The Township of Puslinch 2024 C=Grant of $5,000 was used for the following:

-to purchase equestrian riding helmets, ASTM approved, for use in Sunrise's Therapeutic Riding program, and all programs where participants are interacting with horses on the ground such as Grooming, Equine Facilitated Wellness (mental health counselling), and Equine Assisted Learning. Helmets in a wide range of sizes were acquired to meet the needs of program participants ages 3 to adults. This allowed Sunrise to fulfill its Safety Policies and Procedures, as well as meet the requirements of our accreditation by The Canadian Therapeutic Riding Association and The Ontario Camp Association.

Organization Name

Whistle Stop Cooperative Preschool Inc.

Contact Name and Position

Sandra Gunson - Supervisor

Organization Mailing Address

23 Brock Road South
Puslinch, ON
N0B2J0

Website

https://www.whistlestoppreschool.com

Telephone Number

+15192399878

Email Address

whistlestopteacher@gmail.com

Grant Amount Applied For

$1415.14 (contract 5065)

Organization's goals and objectives related to the grant request

We are committed to ensuring the continued success of our preschool program and to providing high quality early education for every child in our care. Early learning builds the foundation for future success, and we believe that all children deserve access to the resources and opportunities that help them thrive.
Your support of our fundraising efforts will allow us to sustain our program, strenghen the learning experiences we offer, and make a meaningful difference in the lie of children and families within our community.
Together, we can ensure that every child has the opportunity to learn, grow, and succeed.

Briefly describe the proposed event, project or service that will be funded by this grant. Please ensure that items identified as not eligible for funding under Section 3.0 of the Grant Application Policy are not listed.

Please see letter accompanying this application for more details.

"Breakfast with the Easter Bunny"
Rental cost of the Alf Hales Room and Archie McRobbie Hall the morning/mid afternoon of the event

---

Please provide a narrative description explaining how the Township's approval of grant funding would enable your organization to sustain or provide additional support to the community.

Approval of grant funds from the Township would directly strengthen our ability to sustain and enhance the services provided through our preschool program. As a nonprofit organization, we rely on community partnership and financial support to continue offering affordable, early learning opportunities for your children.
By investing in early childhood education, the twonship would be helping us build stronger futures - not only for the children enrolled in our program, but also for the community as a whole.
Your support would ensure that our preschool remains a vital resource for families, empowering us to continue nurturing children's development while making a lasting positive impact on our community.

If your organization is unsuccessful in receiving a Township grant, what will be the effect on the proposed event, service, or project?

If our preschool is unsuccessful in receiving a Township grant, it will directly impact our ability to host our community-building event. This annual event not only serves as a fundraiser to support our program but also provides families in the community with a fun, affordable, and inclusive opportunity to come

together.
Without the financial support from the Township, we may be forced to reconsider holding the event. This would mean a loss of both an important source of fundraising revenue for the preschool and a cherished tradition that strengthens community connection.

Choose one category of funds requested

Category 2: Sponsor or contributor (funds requested - $500 to $3000)

Please provide a copy of the most current budget

WS-budget-2025-26.pdf

Please provide a copy of the most current financial statements

Whistle-Stop-August-2025-Balance-Sheet.pdf

Please provide the annual reporting requirements in accordance with Section 8 of the Township Grant Application Policy if your organization was a successful applicant in a previous year (mandatory for previous funds received of greater than $3000)

2025-Puslinch-Grant-App.docx

Dated This Day

09/28/2025

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Sandra Gunson, Supervisor

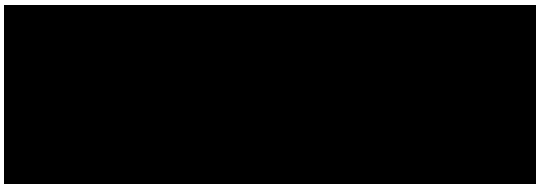
Signature of Applicant on behalf of Organization

[redacted]

Name and Office/Position: I/We have authority to bind the Corporation/Organization

Alexandrea Fordham

Signature of Applicant on behalf of Organization



Sent from Township of Puslinch

The Whistle Stop Cooperative Preschool Inc.

Budget

Schedule G to Report FIN-2025-030

September 2025 - August 2026

Income	
Fundraising Net Proceeds	5,000.00
Grant Proceeds - CWELCC	50,000.00
Tuition Fees	10,000.00
Total Income	65,000.00
Expense	
Accounting (audit required)	10,000.00
Advertising	1,000.00
Facility fees	1,500.00
Field Trips/Special Events	200.00
Insurance	2,500.00
Interest & service charges	500.00
License, fees & courses	300.00
Supplies & toys	2,000.00
Wages	47,000.00
Total Expense	65,000.00
Net Income	0.00

1:56 PM
09/14/25
Accrual Basis

The Whistle Stop Cooperative Preschool Inc.
Balance Sheet
As of August 31, 2025

	Aug 31, 25
ASSETS	
Current Assets	
Chequing/Savings	
WS co-op TD 946408	36,104.87
WS savings TD 109095	11,601.36
Total Chequing/Savings	47,706.23
Other Current Assets	
TD 1 Year Cashable GIC	10,000.00
Total Other Current Assets	10,000.00
Total Current Assets	57,706.23
TOTAL ASSETS	**57,706.23**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	480.25
Total Accounts Payable	480.25
Other Current Liabilities	
Deferred CWELLC Funding	37,823.28
Registration Fees Sept 2025	320.00
Total Other Current Liabilities	38,143.28
Total Current Liabilities	38,623.53
Total Liabilities	38,623.53
Equity	
Retained Earnings	25,136.18
Net Income	-6,053.48
Total Equity	19,082.70
TOTAL LIABILITIES & EQUITY	**57,706.23**

Whistle Stop Cooperative Preschool Inc.

23 Brock Rd S Puslinch ON

N0B2J0

September 29, 2025

To Mayor Seeley and Puslinch Council

I would like to begin by expressing my sincere gratitude. Without the generous support of the Council and the Puslinch Grant, our Breakfast with the Easter Bunny event would not have achieved the success it did in both 2024 and 2025.

This annual event is more than just a fundraiser; it is an opportunity to bring families together, foster community spirit, and provide vital financial support to Whistle Stop Co-operative Preschool. The funds raised help us maintain a quality early learning environment for our students, ensuring that children have access to the resources and experiences they need to thrive.

The continued partnership with the Township of Puslinch has allowed us to sustain and grow these efforts. With your support, we have been able to keep programming accessible for families, invest in educational materials, and strengthen the role of our preschool as a cornerstone of community life.

Hosting an event of this type comes with many expenses. We are asking for you to consider providing us once again with grant money to help with the major expenses this event has; rental of the Puslinch Community Centre approx. $1415.14. *The Township of Puslinch, in the past has been a recognized as one of the event sponsors and we are most grateful and appreciative.*

Without the grant funding to help cover the cost of the hall rental, the Breakfast with the Easter Bunny fundraiser would not have experienced the level of success it has over the past two years. In fact, without this vital support, we would be forced to reassess the future of the event, as the financial burden of facility rental would make it difficult to sustain.

Looking ahead, your ongoing support will remain essential to the success of both our fundraising initiatives and our ability to provide affordable, high-quality early learning. Together, we can ensure that our preschool continues to flourish and the event remain a cherished traditions in our community.

Thank you for your consideration of our 2025 grant application.

Kind Regards,

Sandra Gunson, RECE

Supervisor

Whistle Stop Cooperative Preschool Inc.

Policy No. 2017-004
Township of Puslinch
Corporate Policy

TITLE: **GRANT APPLICATION POLICY**

DATE: **October 18, 2017**

Adoption: October 18, 2017 through Council Resolution No. 2017-363
Amendment: November 15, 2017 through Council Resolution No. 2017-383
Amendment: November 29, 2017 through Council Resolution No. 2017-415 and Council Resolution No. 2017-417
Amendment: January 16, 2019 through Council Resolution No. 2019-029
Amendment: March 22, 2023 through Council Resolution No. 2023-093
Amendment: December 13, 2023 through Council Resolution No. 2023-409

SUBJECT: **GRANT APPLICATION POLICY**
File No. A09 GRA

1.0 Purpose

To establish a set of guidelines for providing support to not-for-profit organizations and unincorporated community groups that maintain and improve the quality of life for residents of the Township of Puslinch ("Township").

2.0 Organization Eligibility

Organizations applying for grant funding must meet the following eligibility criteria:

- Be in existence for at least one year; and
- have its principal address in the Township; and
- be a not-for-profit organization or an unincorporated community group; and
- offer services that benefit the Township and its residents; and
- demonstrate financial need; and
- be in good financial standing with the Township and not in litigation with the Township; and
- be in compliance with any other Township by-laws and policies.

For the purposes of this policy, Puslinch Minor Sports Organizations and the Aberfoyle Agricultural Society are deemed to meet the eligibility criteria.

For the purposes of this policy, services that benefit the Township and its residents include:

- Charitable community services
- Artistic endeavours, including literature, dance, music, theatre, painting, sculpture, movies, photography and live performances
- Specific cultural and heritage activities
- Programs that improve the health and well-being of the community
- Programs that encourage participation in organized athletic activities
- Services or events directed for youth and older adults
- Public safety enhancement services

The following organizations are not eligible for funding:

- Adult sports organizations ie. Old Timers, Puslinch Kodiak's, Morriston Men's League, The Aberfoyle Dukes.
- Groups or organizations of a religious nature unless the funding request is for a local, non-denominational event, program, service, or activity open to the entire community which demonstrates a benefit to the Township and its residents. The funding request must demonstrate a distinct separation between religious events, programs, services or activities.
- County, Provincial, and Federal organizations.
- Groups or organizations affiliated with any political party or event.
- Individuals, commercial organizations, and coalitions such as ratepayer associations.
- Hospitals, hospital foundations and hospital auxiliary groups or agencies.
- Educational institutions including universities, colleges, schools and associated auxiliary groups.

For the purposes of this policy, the Wellington County Farm and Home Safety Association and the Wellington County Plowmen's Association are deemed to meet the eligibility criteria.

3.0 Funding Criteria

The following requests are <u>not</u> eligible for funding:

- Donations to charitable causes.
- Travel or accommodations, uniforms, personal equipment, banquets, entertainment.
- Attendance at conferences, workshops or seminars.
- Personnel costs including bartending.
- Insurance and accounting costs.
- Food and beverages.
- Office equipment, furniture, and supplies.
- Retroactive costs for purposes which have already occurred.

- Funding of prior year deficits.
- Political campaigns, parties or events.

4.0 Criteria

The following criteria will be used to evaluate grant applications submitted to the Township:

- Demonstrates collaboration, positive community engagement and civic pride
- Promotes volunteerism, participation and leadership development
- Fosters a healthy, safe and active community
- Fiscal and overall accountability
- Responsiveness to existing community need

5.0 Categories of Funding

Category 1 – Donation (funds requested – less than $500)

Grants for organizations that are community-based and fairly represent both their own interest and those of the community in which they serve. Services, programs and activities must demonstrate a benefit to the Township and its residents.

Category 2 – Sponsor or Contributor (funds requested - $500 to $3,000)

Grants for organizations for the purpose of a community event or program that benefits the Township and its residents. Examples include the Santa Claus Parade, Aberfoyle Fall Fair, Canada Day, and Family Day.

Category 3 – Project Funder (funds requested – greater than $3,000)

Grants for organizations for special purposes and/or projects for an activity deemed to be of significant value to the Township and its residents.

6.0 Annual Application Requirements

- The grant application form must be completed in full with all requested information attached. Only complete and accurate proposals will be forwarded under a staff report to Council for consideration at the Operating Budget meeting.
- An organization applying for multiple grants must complete an application form for each separate funding request.

- Organizations requesting grants of greater than $3,000 (Category 3) are required to present their requests to Council during the budget process.
- A copy of the most current budget.
- A copy of the most current financial statements.

7.0 Initial Application Requirements

- A copy of the letters patent or articles of incorporation, if applicable.
- A copy of its Notification of Charitable Registration letter from the Canada Revenue Agency with any supporting documentation indicating the applicant's status and terms of registration, if applicable.
- A copy of mandate, constitution and by-laws, as applicable.

The completed grant application form and supporting documentation must be submitted electronically on the Township's website at www.puslinch.ca by **2:00 pm on the last business day of September** or to the attention of the Finance Department at the address noted below:

The Corporation of the Township of Puslinch
7404 Wellington Road 34
Puslinch, ON, N0B 2J0
Attention: Grant Application Program

8.0 Conditions of Funding

- Grant funding assistance may not be used for purposes other than the purposes described in the application.
- Recipients awarded a grant of greater than $3,000 are required to submit an annual report. The annual report must include a financial statement and/or receipts and outline how the funding was utilized and how it contributed to the overall goals and objectives of the organization. The annual report must also be presented to Council.
- Adherence to all applicable municipal by-laws, policies and procedures is required.
- Organizations will not be considered for future grant funding until all required reports are received by the Township's Finance Department. Any grant recipient that does not comply with the requirements may not receive future grant funding.

9.0 Approval – Budget

A report will be prepared by the Finance Department as part of the annual budget process outlining the summarized information obtained from organizations requesting grant funding.

Policy No. 2017-004
Township of Puslinch
Corporate Policy

Funds available under this program are limited to a maximum of 0.50% of the previous year's taxation levy per calendar year. The granting of financial assistance in any year is not to be regarded as a commitment by the Township to continue such assistance in future years.

REPORT FIN-2025-031

TO: Mayor and Members of Council

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: December 17, 2025

SUBJECT: 2026 Municipal Insurance
File: L06 INT

RECOMMENDATIONS

THAT Report FIN-2025-031 entitled 2026 Municipal Insurance be received; and

THAT Council authorize awarding the Municipal Insurance Coverage and Services contract to Intact Public Entities Inc. for the Policy Term January 1, 2026 to January 1, 2027.

Purpose

The purpose of this report is to seek Council's approval to renew the Municipal Insurance Coverage and Services contract with Intact Public Entities Inc. (Intact) for the policy term of January 1, 2026 to January 1, 2027, at a quoted cost of $247.3K.

Background

Intact's renewal quote for the January 1, 2026 to January 1, 2027 policy term is $247.3K, compared to $240.1K for the 2025–2026 term. This represents an increase of $7.2K, or approximately 3.0%. The quoted premiums are based on a $25K deductible for the primary liability coverage.

Insurance Premiums from 2016 to 2026

Prior to May 1, 2020 and following January 1, 2024, the Township's Municipal Insurance Program was provided by Intact. Approximate annual premiums (plus applicable PST) were:

- 2016 - $169K
- 2017 - $166K
- 2018 - $169K
- 2019 - $181K
- 2020 quote - $209K
- 2024 - $223.4K
- 2025 - $240.1K (inclusive of cyber insurance)
- 2026 quote - $247.3K (inclusive of cyber insurance)

A public Request for Proposal (RFP) for Municipal Insurance & Coverage Services was issued on February 3, 2020. In accordance with Council Resolution No. 2020-102, the Township awarded the contract to Marsh Canada Limited (Marsh) for the policy term of May 1, 2020 to May 1, 2021 at a cost of $74K, with the option to renew for up to four additional one-year terms based on satisfactory performance and renewal pricing, as outlined in RFP No. 2020-001.

Under the Marsh program, the Township's approximate premiums (plus PST) were:

- 2020 - $74K
- 2021 - $81K
- 2022 – $148K
- 2023 - $211K (based on a $25K primary liability deductible)
- 2023 - $197K (based on a $50K primary liability deductible; the Township opted to increase its deductible due to significant premium increases)
- 2024 quote - $225.6K (based on a $50K primary liability deductible)

A review of historical premiums under both Intact and Marsh indicates that Intact's 2026 renewal quote remains competitive and in line with market trends.

Staff consider several criteria when determining whether to issue an RFP or Request for Quote (RFQ), particularly for insurance or similar service contracts, including:

- Anticipated cost increases of 10% or more
- The general practice of issuing an RFP/RFQ at least every five years
- Concerns regarding service levels, responsiveness, or adequacy of coverage
- Significant changes in market conditions or the emergence of new providers or products

Following a review of the renewal proposal and the above considerations, staff recommend renewing the policy term with Intact for January 1, 2026 to January 1, 2027.

Financial Implications

The proposed 2026 insurance premium of $247.3K has been incorporated into the draft 2026 Operating Budget.

Applicable Legislation and Requirements

Township's Purchasing and Procurement of Goods and Services By-law No. 60/08

Engagement Opportunities

Not applicable.

Attachments

None

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

Reviewed by:

Courtenay Hoytfox
Chief Administrative Officer

REPORT FIN-2025-032

TO:	Mayor and Members of Council
PREPARED BY:	Max Artuso, Asset Management and Capital Co-op Student
PRESENTED BY:	Mary Hasan, Director of Finance/Treasurer
MEETING DATE:	December 17, 2025
SUBJECT:	Annual Indexing of Development Charges File No. F21 DEV

RECOMMENDATIONS

THAT Report FIN-2025-032 entitled Annual Indexing of Development Charges be received; and

THAT the indexed development charge rates outlined in Schedule B to Report FIN-2025-032 be approved; and

That the Township continue to use the Toronto construction price index as outlined in Report FIN-2025-032.

DISCUSSION

Purpose

The purpose of this report is to provide the Development Charge (DC) rates effective January 1, 2026. The rates are determined by applying the Statistics Canada Non-residential Building Construction Price Index to the 2025 rates.

Background

DC's are collected for the Township under By-law No. 053-2024. Section 5 of the By-law states that the DC's imposed shall be adjusted annually, without amendment to the By-law, on January 1st of each year, in accordance with the prescribed index in the Act.

Section 7 of Ontario Regulation 82/98 of the Development Charges Act, 1997, states the following:

> "The Statistics Canada Non-residential Building Construction Price Index for London, for Ottawa-Gatineau or for Toronto, as appropriate, is prescribed for the purposes of paragraph 10 of subsection 5 (1) of the Act. O. Reg. 454/19, s. 2."

Analysis

The adjustments are made based on the most recent twelve-month change in the Statistics Canada Quarterly, "Building Construction Price Indexes" attached as Schedule A to this Report.

The Toronto non-residential buildings construction price index has increased by 4.2% from the third quarter of 2024 to the third quarter of 2025. Therefore, Township staff will implement an indexing factor increase of 4.2% effective January 1, 2026. The increase recommended is in line with Section 7 of Ontario Regulation 82/98 of the Development Charges Act, 1997. The 4.2% indexing factor is also in line with the County of Wellington's indexing factor recently communicated to all lower tier municipalities in the County.

Please note, the non-residential indexing factor is used to index DC's as the intent is to index the capital costs underlying the DC By-law (ie. facilities, bridges, roads, trails, etc.) which are encompassed by the non-residential index.

The current rates for 2025 compared to the indexed rates for 2026 are outlined in Schedule B to this Report.

Residential Development: $8,511/dwelling unit * 1.042 = $8,868/dwelling unit

Non-Residential Development: $1.67/square foot * 1.042 = $1.74/square foot

Previous Council Direction

Council at its meeting held on July 9, 2025 passed Council Resolution No. 2025-236 as follows:

- *That Correspondence item 10.2 Watson & Associates Comments regarding Regulatory Registry Proposal 25-MMAH011 regarding changes to O. Reg. 82/98 be received for information; and,*

- *That Council direct staff to report back once the change in regulation is available through the appropriate annual reporting.*

The Province introduced a new London construction price index effective August 1, 2025, which municipalities may now use for development charges indexing unless their by-law requires the Toronto or Ottawa index. The Township's historical practise has been to use the Toronto construction price index.

Both staff and the Township's DC consultant recommend continuing with the Toronto index for the remainder of the by-law term. This approach maintains consistency, avoids switching back and forth between indices— which is viewed unfavourably by the development community and better reflects the Township's construction tendering environment given its proximity to the Greater Toronto Area (GTA).

The London index was created primarily to support municipalities in Western Ontario whose tender costs align more closely with London. However, based on the Township's location and its similarity to GTA tender costs, the Toronto index remains the most appropriate. The County of Wellington also intends to continue using the Toronto index.

Financial Implications

DC's are an important way of funding facilities and services directly related to new development in the Township. The annual indexing provision in By-law No. 053-2024 helps to offset increases to initial development cost estimates identified for various growth-related capital projects.

Applicable Legislation and Requirements

Section 7 of Ontario Regulation 82/98 of the Development Charges Act, 1997

Attachments

Schedule A – Building Construction Price Indexes

Schedule B – Schedule of Development Charges

Respectfully submitted:

Max Artuso
Asset Management and Capital Co-op Student

Reviewed by:

Mary Hasan
Director of Finance/Treasurer

Building construction price indexes, percent change, quarterly c 1
Frequency: Quarterly
Table: 18-10-0289-02
Release date: 2025-11-04
Geography: Province or territory, Census metropolitan area, Census metropolitan area part

Type of building	Non-residential buildings				
Division 2	Division composite				
Geography 3 4	Q3 2024	Q2 2025	Q3 2025	Q2 2025 to Q3 2025	Q3 2024 to Q3 2025
	Index, 2023=100			Percentage change	
Fifteen census metropolitan area composite	104.8	108.6	109.2	0.6	4.2
Newfoundland and Labrador	102.7	104.7	104.8	0.1	2
St. John's, Newfoundland and Labrador	102.7	104.7	104.8	0.1	2
Nova Scotia	102.7	104.1	104.7	0.6	1.9
Halifax, Nova Scotia	102.7	104.1	104.7	0.6	1.9
New Brunswick	105.8	109.4	110	0.5	4
Moncton, New Brunswick	105.8	109.4	110	0.5	4
Quebec	103.4	108.2	109.3	1	5.7
Quebec, Quebec	105.3	111.5	113.2	1.5	7.5
Montréal, Quebec	103	107.5	108.3	0.7	5.1
Ontario	104.6	108.7	109.6	0.8	4.8
Ottawa–Gatineau, Ontario part, Ontario/Quebec	103.9	106.5	107.6	1	3.6
Toronto, Ontario	104.5	108.2	108.9	0.6	4.2
London, Ontario	107.2	113.6	115.9	2	8.1
Manitoba	103.5	106.9	107.5	0.6	3.9
Winnipeg, Manitoba	103.5	106.9	107.5	0.6	3.9
Saskatchewan	106.9	110.4	111.3	0.8	4.1
Regina, Saskatchewan	106.7	109.6	110.3	0.6	3.4
Saskatoon, Saskatchewan	107	111	112.1	1	4.8
Alberta	105.1	108	108.6	0.6	3.3
Calgary, Alberta	104.9	107.7	107.9	0.2	2.9
Edmonton, Alberta	105.5	108.7	109.6	0.8	3.9
British Columbia	106.3	109.7	109.8	0.1	3.3
Vancouver, British Columbia	106.2	109.5	109.6	0.1	3.2
Victoria, British Columbia	107.8	110.8	111.5	0.6	3.4

Table Corrections:

Date	Note
2025-03-14	On March 14, 2025, a correction was made to the data for Calgary and Edmonton in the French table. T

Footnotes:

1 This table replaces table 18-10-0276 which was archived with the release of second quarter 2024 data.
2 Cost components for twenty-three MasterFormat divisions are included in the building models. Master
3 All geographic regions are based on the 2021 Census boundaries.
4 Data for Quebec City, Quebec; London, Ontario; Regina, Saskatchewan; and Victoria, British Columbia

How to cite: Statistics Canada. Table 18-10-0289-02 Building construction price indexes, percent change, quarterly
https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1810028902

Schedule B to Report FIN-2025-032

January 1, 2025 - December 31, 2025

Service	RESIDENTIAL				NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	(per sq.ft. of Gross Floor Area)
Municipal Wide Services:					
Services Related to a Highway	$2,859	$2,250	$1,729	$1,264	$0.87
Fire Protection Services	$1,712	$1,347	$1,035	$756	$0.54
Parks and Recreation Services	$3,059	$2,407	$1,851	$1,351	$0.09
Provincial Offences Act including By-Law Enforcement	$6	$5	$4	$3	$0.00
Growth-Related Studies	$875	$689	$529	$386	$0.17
Total Township-Wide Services & Class of Services	$8,511	$6,698	$5,148	$3,760	$1.67

January 1, 2026 - December 31, 2026

Service	RESIDENTIAL				NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	(per sq.ft. of Gross Floor Area)
Municipal Wide Services:					
Services Related to a Highway	$2,979	$2,345	$1,802	$1,317	$0.91
Fire Protection Services	$1,784	$1,404	$1,078	$788	$0.56
Parks and Recreation Services	$3,187	$2,508	$1,929	$1,408	$0.09
Provincial Offences Act including By-Law Enforcement	$6	$5	$4	$3	$0.00
Growth-Related Studies	$912	$718	$551	$402	$0.18
Total Township-Wide Services & Class of Services	$8,868	$6,979	$5,364	$3,918	$1.74

Chartered Professional Accountants

November 24, 2025

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

Dear Members of Council:

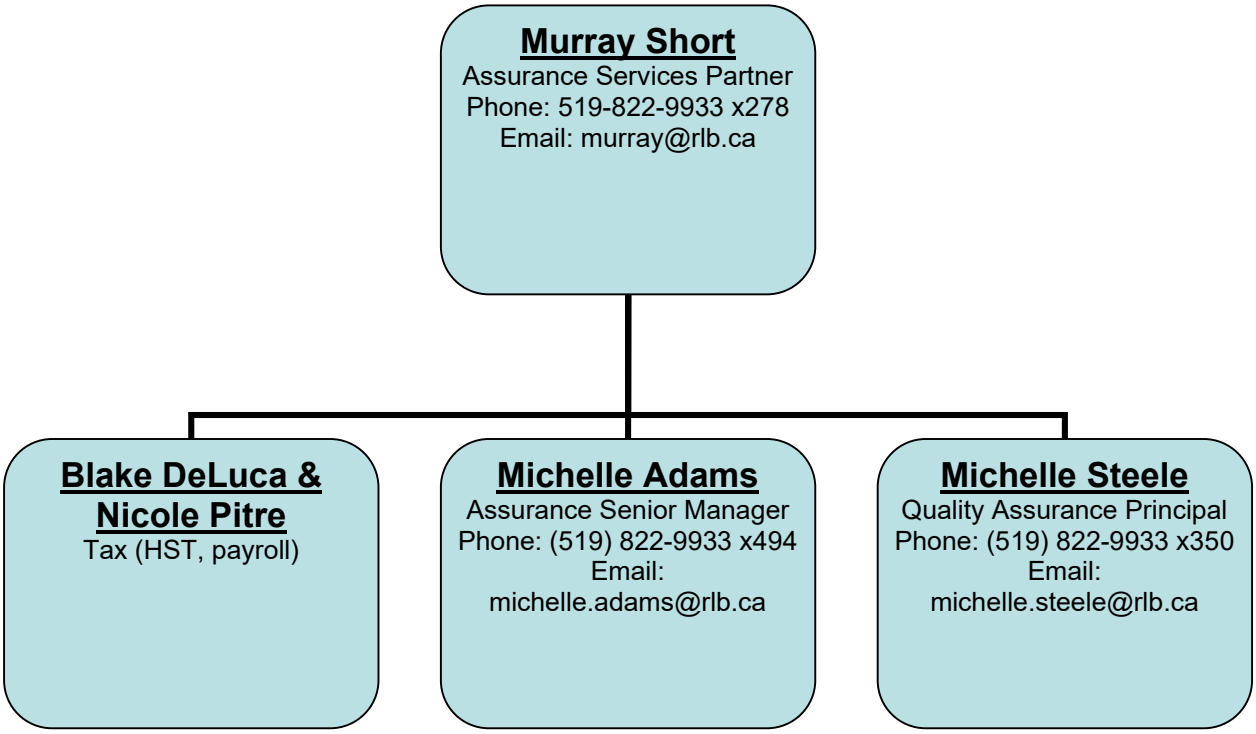
Thank you for appointing RLB LLP as auditors of The Corporation of the Township of Puslinch for the year ended December 31, 2025. The purpose of this letter is to communicate our 2025 audit plan for The Corporation of the Township of Puslinch and to ensure that management and Council are aware of the following:

- Objectives and scope of our audit
- Planned approach for the 2025 financial statement audit
- Update on issues that may impact the audit in current and future years
- Areas of emphasis

RLB LLP's Objective and Scope of our Audit

- Obtain reasonable assurance that the financial statements are free of material misstatement.
- Evaluate the fairness of presentation of the financial statements in conformity with accounting standards established by the Chartered Professional Accountants of Canada.
- Report to management and Council:
    - Significant internal control weaknesses,
    - Matters required under Canadian Auditing Standards,
    - Matters we believe should be brought to your attention.

RLB LLP's Assurance Service Team



Financial Reporting Responsibilities

Council

- Set strategic objectives
- Provide effective corporate governance
- Ensure accurate financial reporting and sound internal controls
- Review performance measures

Management

- Maintain cost-effective internal control environment
- Provide timely and accurate disclosure of financial results
- Report results on a fair and consistent basis
- Exercise care in establishing accounting estimates
- Apply appropriate accounting principles

RLB LLP

- Perform cost-effective audits
- Review the effectiveness and reliability of key internal controls
- Assess accounting principles, estimates and financial disclosures
- Provide year end reporting to Council
- Audit report on the financial statements

Management Deliverables

- Prepare required information as agreed with RLB LLP to be able to perform the audit
- Provide documentation and support for accounting used by management for all significant or unusual transactions and estimates
- Identify related parties, if applicable
- Prepare and file Financial Information Return
- Provide representation letter

RLB LLP Deliverables

- Communicate with management and Council to review audit plan
- Review financial statements and management letter findings with management and Council
- Provide audit opinion on financial statements
- Report to Council as required under CAS 260, 265 and 580
- Seek pre-approval from management or Council for all additional services

Audit Approach

- Examine accounting systems and controls for all significant transaction cycles
- Adopt a control reliance strategy where appropriate to increase audit efficiency
    - Taxation revenue, cash receipts, taxes receivable
    - Purchases, disbursements, payables
    - Payroll
    - General computer controls
- Substantive testing of year end balances including grant revenue and receivables
- Search for unrecorded liabilities
- Independence reporting

Audit Timeline

Communication of Audit Plan to Management	November 24, 2025
Interim Audit Testing	December 4 – 5, 2025
Communication of Audit Plan to Council	December 17, 2025
Year-end Testing	March 2 – 6, 2026
Reporting to Council	April 15, 2026
Issuance of Audit Report and Financial Statements	To follow Council approval

Annual Inquiry Related to the Risk of Fraud

Please consider the following questions to help determine the specific risks of fraud and error with the municipality. We will provide the annual representation letter for signature by management with the audited Financial Statements, where representation will be made regarding the assessment of fraud at the municipality.

- Are you aware of any instances of fraud perpetrated against the municipality by any of its employees, management, or Council?
- Are you aware of any instances of fraud perpetrated by the municipality against creditors, suppliers, lenders, investors, funders, government agencies, or any other business associates?
- Do you believe there is a high level of risk of fraud being perpetrated against or by the municipality – specifically, which risks are classified as the highest risk, and what specifically is management or those charged with governance doing to mitigate these risks?
- Has Council made an assessment of the entity's susceptibility to fraud?
- Does management have a process for identifying and responding to fraud risk factors?

If you have any information to report to us on the above, please contact Murray Short or Michelle Steele at 519-822-9933.

New Public Sector Accounting Standards

There are no new standards which would impact the audit for the fiscal year ended December 31, 2025. The following new standards will impact future years.

These are effective for fiscal years beginning on or after April 1, 2026:

- The Conceptual Framework for Financial Reporting in the Public Sector – defines a conceptual framework and provides additional guidance on the role of financial statements and the objectives of financial reporting.
- PS 1202: Financial Statement Presentation – sets out general and specific requirements for the presentation of information in the financial statements including the identification of financial and non-financial liabilities, a new statement of net financial assets or net financial liabilities, and new budget requirements in order to present an amended budget.

These are effective for fiscal years beginning on or after April 1, 2030:

- PS 3150: Tangible capital assets – amendments add a new criterion to the definition of a tangible capital asset, new definition of a collection, new disclosure requirements for walks of art, historical treasurers and/or collections, and other new guidance for purchased and constructed tangible capital assets.

2025 Audit Plan: Materiality

When establishing the overall audit strategy, materiality is determined for assessing the risks of material misstatement and determining the nature, timing and extent of further audit procedures.

- Planning Materiality - $260,000
- Materiality
    - Professional judgment that is made in the context of our knowledge, assessment of risk and reporting requirements
    - The materiality amount impacts the extent of the scope of work we perform, as it is based on high- and low-risk scope levels, which are determined as a percentage of materiality (other testing is done on a random sampling basis and is not affected by materiality)
    - Materiality is based on 0.5-1% of total prior year assets
    - We will review all errors in excess of 2% of materiality

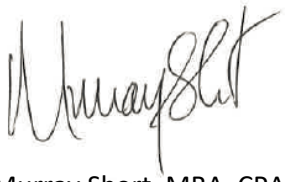
Areas of Emphasis

- Taxation revenue and receivables - collectability
- Grant revenue and receivables - completeness and existence
- Operating expenses - completeness and existence
- Tangible capital assets - completeness, existence and valuation
- Reserve, reserve funds and amounts set aside by Council - completeness and existence

If you have any questions about these or other matters relating to any of our professional services, we would be pleased to discuss them further with you.

Yours truly,

RLB LLP
Per:



Murray Short, MBA, CPA, CA, C. Dir.
Engagement Partner

REPORT CAO-2025-005

TO:	Mayor and Members of Council
PREPARED BY:	Courtenay Hoytfox, CAO
PRESENTED BY:	Courtenay Hoytfox, CAO
MEETING DATE:	December 17, 2025
SUBJECT:	Puslinch Strategic Plan Phase 3 & 4 Engagement Report

RECOMMENDATION

That Report CAO-2025-005 titled Puslinch Strategic Plan Phase 3 & 4 Engagement Report be received for information; and

That Council direct staff to proceed with the first draft of the 2026-2030 Strategic Plan based on the recommendations as [presented/amended].

Purpose and Introduction

Building on the lessons from the 2015 Plan, the 2026 Plan will focus on implementing strategies that are both actionable and accountable. It is intended to be a practical tool for Council and staff, guiding daily decisions as well as long-term priorities. The Plan will emphasize measurable outcomes, ensuring that goals and actions can be tracked, evaluated, and adjusted over time to demonstrate progress and value to the community. Corporate Work Plan items will be directly linked to the 2026 Plan to maintain alignment between strategic direction and operational activities. In addition, responsibility for specific initiatives will be clearly assigned to relevant departments or staff members to strengthen accountability and promote effective implementation. Cross-departmental collaboration, measurable performance metrics, and ongoing community engagement will support implementation. The details of the proposed plan will be incorporated into the Phase 5 report which will be presented to Council in the first quarter of 2026.

The purpose of this report is to provide Council with information regarding Phase 3 & 4 of the Township's Strategic Plan development process outlining the results of the internal and external engagement of stakeholders.

Engagement was conducted with the following stakeholder groups:

- Youth Advisory Committee - Workshop
- Recreation and Community Wellness Advisory Committee - Workshop
- Heritage Advisory Committee - Workshop
- Planning and Development Advisory Committee - Workshop
- Municipal Council - Workshop
- Township staff – Workshop & survey
- Development Community – Survey
- Community Groups – Survey
- Public – Survey

Staff have summarized the results of the public engagement, as outlined above, and have included detailed summaries as schedules to this report. The strategic priorities below reflect the key themes and priorities identified through engagement with each stakeholder group.

Youth Advisory Committee Strategic Priorities:

1. Connected Mobility & Active Transportation
2. Inclusive Recreation & Community Spaces
3. Vibrant Local Culture & Events
4. Sustainable Natural Environment
5. Engaged, Empowered Youth & Civic Leadership

Recreation and Community Wellness Advisory Committee Strategic Priorities:

1. Belonging, Pride & Connectedness
2. Healthy Living
3. Partnership & Collaboration
4. Accessibility & Inclusion
5. Environmental Care
6. Good Governance & Communication

Heritage Advisory Committee Strategic Priorities:

1. Protect and Strengthen Rural Character
2. Heritage, Culture & Community Identity
3. Connected, Inclusive & Engaged Community
4. Strategic & Sustainable Growth
5. Reliable Infrastructure & Environmental Resilience

Planning and Development Advisory Committee Strategic Priorities:

1. Managed Growth & Complete Communities
2. Infrastructure, Servicing & Transportation
3. Community Well-Being, Engagement & Inclusion
4. Rural Character, Environment & Agriculture
5. Local Economy, Employment Lands & Tourism
6. Housing Diversity & Attainability

Council Strategic Priorities:

1. Locally Driven Growth Management and Planning
2. Safe, Connected and Walkable Communities
3. Strong Governance and Financial Sustainability
4. A Resilient Local Economy and Employment Base
5. Community Well-Being, Recreation and Belonging
6. Environmental Stewardship and Rural Heritage Protection

Staff Strategic Priorities:

1. Sustainable Growth, Infrastructure and Asset Readiness
2. Service Excellence, Modernization and Process Clarity
3. Workforce Capacity, Well-Being and Organizational Readiness
4. Financial Stewardship and Resilient Municipal Operations
5. Connected, Inclusive and Engaged Community
6. Mobility, Safety and Community Connectivity

Community Group Strategic Priorities:

1. Protect Rural Character, Environment & Heritage
2. Managed Growth and Balanced Tax Base
3. Community Well-Being, Recreation and Volunteerism
4. Access, Connectivity and Infrastructure
5. Partnership and Collaborative Governance
6. Financial Prudence and Long-Term Sustainability

Development Community Strategic Priorities:

1. Establish a Township-Specific Official Plan
2. Rebalance the Municipal Tax Base
3. Enable Redevelopment of Depleted Aggregate Lands
4. Support Sustainable Residential Growth

5. Expand Employment Opportunities in Rural Areas
6. Maintain Efficient and Predictable Development Approvals

Resident Strategic Priorities:

1. Manage Traffic, Road Safety, and Infrastructure
2. Protect Rural Character, Farmland, and Natural Resources
3. Improve Affordability and Financial Stewardship
4. Enable Appropriate Housing Options
5. Strengthen Community Life and Recreation
6. Increase Local Control, Transparency, and Trust

Recommendation:

The feedback from all stakeholder groups highlights that the Township's strategic direction should focus not on doing everything, but about doing the right things intentionally. This means protecting what makes Puslinch unique (rural heritage, farms, landscape, community spirit), while building the connections, services, and infrastructure that allow residents to thrive today and welcome newcomers into the Township. Based on the strategic priorities from all stakeholder groups, staff recommend the following strategic pillars serve as the foundation of the 2026-2030 Strategic Plan:

1. **Rural Heritage, Environmental Stewardship, and Natural Resource Protection:** Preserve Puslinch's rural character, farmland, natural landscapes, and environmental assets while promoting sustainable growth.

2. **Managed Growth and Complete Communities:** Support balanced, well-planned residential, commercial, and employment development, ensuring housing diversity, affordability, and resilient infrastructure.

3. **Connected, Safe, and Accessible Community:** Enhance transportation options, active mobility, recreation, and community spaces that are inclusive, walkable, and accessible for all residents.

4. **Strong Local Economy and Employment Base:** Foster economic development, local business growth, and employment opportunities while maintaining a stable and balanced municipal tax base.

5. **Community Well-Being, Engagement, and Inclusion:** Strengthen community connectedness, volunteerism, recreation, and civic engagement to ensure all residents feel connected, supported, and represented.

6. **Good Governance, Financial Stewardship, and Organizational Excellence:** Ensure transparent decision-making, responsible financial management, and service excellence to maintain public trust and long-term municipal sustainability.

Next Steps in the Strategic Planning Process

The Plan's development will follow the approved structured process:

Phase 1 – Launching & Planning - COMPLETE

Phase 2 – Environmental Scan and Background Report - COMPLETE

Phase 3 – Internal Engagement: Council, Committees, & Staff (October - November 2025) - COMPLETE

Phase 4 – External Engagement: Community, Stakeholders, & Sector Groups (November – December 2025) - COMPLETE

Phase 5 – Final Review and Adoption (February – March 2026)

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

Township website, Social Media, EngagePuslinch surveys, Workshops, and surveys.

Attachments

Stakeholder Feedback: Schedules A-I

Respectfully submitted,

Courtenay Hoytfox
CAO

Schedule A: Youth Advisory Committee Feedback Summary

Area of Feedback	Feedback Summary
Strengths & Identity	**Community & Social Connection** • Strong sense of small-town community • Community events (Fall Fair, Canada Day, farmers market) • Minor sports culture (baseball, soccer) • Recreation hub at the Community Centre **Parks & Outdoor Spaces** • Many parks/playgrounds close to neighbourhoods • Natural green space and farmland provide escape from the city • Trails popular for walking, biking, and hiking • Youth value nature, quiet spaces, and access to local ecology **Location/Neighbourhood Feel** • Small subdivisions help youth build friendships • Local food spots are part of social identity
Challenges & Needs	**Transportation & Mobility** • Lack of sidewalks, safe bike lanes, and bike parking • No public transit connection to Guelph • Unsafe intersections (Morriston, Watson & Victoria, Concession 7) • Traffic congestion limits access to the community • Youth depend on parents for mobility → low independence **Limited Recreation Infrastructure** • No indoor rink or indoor sports complex • Parks designed for young children, limited for teens • Missing basketball courts or youth spaces • No seating at sports facilities for spectators • No skate park, limited pavilions **Access to Services & Amenities**

Area of Feedback	Feedback Summary
	• Limited access to schools, local jobs, and internet • Rural isolation limits youth opportunities • Lack of places for youth to socialize (drop-in space, tutoring, etc.) **Communication & Engagement** • Low awareness of municipal government • Youth don't see themselves in municipal communication • The Township's Instagram looks "for older people" • Want reels, short videos, school outreach • Don't know about volunteer opportunities • Want more civic education and exposure **Safety** • Bike safety concerns • Road safety issues during traffic disruption (e.g., 401 shutdowns)
Opportunities & Vision	**Transportation Transformation** • Bus connection to Guelph, affordable student passes • Township transit or partnership with Guelph Transit • Bike lanes connecting neighbourhoods to bus stops • Sidewalk networks linking Morriston, Aberfoyle, GO Station **Recreation & Community Assets** • Indoor hockey rink or enclosed rink for year-round use • More inclusive sports (youth leagues, hockey, football) • Skate park, basketball courts, pavilions, dog park with amenities • Seating for all fields, rinks, and courts • Equipment borrowing program at parks **Community Events & Local Food** • Expand farmers market as a social hub • More all-ages events to build community connection • Celebrate agriculture and youth sport culture **Nature & Sustainability** • Trails with seating, nature interpretation, local species signage • Source water protection education

Area of Feedback	Feedback Summary
	• Protect farmland and natural spaces • Quiet areas for nature appreciation **Youth Voice & Civic Engagement** • Regular engagement in schools (PS and High Schools) • Mayor/MPP visits, civic education, Township Day during Local Government Week • Job fairs/Volunteer fairs targeted for youth • Year-round youth civic learning opportunities
Future Aspirations	• Safe, well-connected active transportation network • Independent mobility → bike, walk, bus to Guelph • Indoor multi-use sports facility and inclusive youth recreation • More places to hang out: market, skate park, drop-in centre • Vibrant community events that bring all ages together • Strong local identity around sports, nature, and local food • Accessible municipal information designed for youth • More local jobs and pathways to community involvement • Welcoming, inclusive environment for youth voice

Schedule B: Recreation and Community Wellness Advisory Committee Feedback Summary

Area of Feedback	Feedback Summary
Strengths & Identity	**Community Spirit & Small-Town Character** • Friendly, supportive residents • Neighbours helping neighbours • Strong volunteer culture and community pride **Natural & Rural Environment** • Abundant green spaces, trails, water/lake access • Outdoor recreation and natural amenities **Recreation Facilities & Local Assets** • PCC, outdoor rink, sports fields, parks • Youth and senior sports thriving • Local businesses and events add to quality of life • Accessible highway connections and proximity to urban centres **Local Institutions** • Schools as community hubs • Churches, community groups, and local farmers/businesses
Challenges & Needs	**Communication & Awareness** • Residents don't know about available programs • Information spread across platforms; not one trusted source • Digital divide for seniors (need paper-based options) **Heavy Reliance on Volunteers** • Township programs depend on user groups • Fewer volunteers available risk to continuity of programs • Lack of structured Township-led programming capacity **Programming Gaps**

Area of Feedback	Feedback Summary
	• Limited activities for teens and young adults • Seasonal gaps (winter/off-season) • Not everyone is sports-oriented—need creative, cultural, social activities • Not enough drop-in programming **Accessibility & Inclusion** • Facilities not fully accessible • Seniors face: isolation, transportation, low digital literacy • Limited inclusive design at ball diamonds and playgrounds **Infrastructure & Facility Limitations** • PCC septic capacity affects usage • Lack of staffing for expanded programming • Limited space and support for intergenerational activities **Growth & Community Character** • Growth impacting sense of community • Traffic, bypass, provincial land use pressure • Equity issues (internet access, sidewalks, winter maintenance)
Opportunities & Vision	**Community Hubs & Partnerships** • Work with schools to reach families • Partnerships with health providers • Role for churches, library, businesses • Create a formal liaison role between Township & user groups **Inclusive, Multigenerational Programming** • "Teach Me" programs: skill-sharing between seniors & youth • Low-cost, drop-in formats • Events beyond sports: coffeehouse nights, talent shows, workshops **Accessibility & Connectedness** • Improve physical accessibility in facilities • Better communication (print + digital + signage + QR codes) • Inclusive design in parks, playgrounds, trails

Area of Feedback	Feedback Summary
	Leverage Proximity to Urban Areas • Regional shared services • Program partnerships with neighbouring municipalities • Strengthen local business engagement and sponsorship **Social Connections & Healthy Aging** • Senior programming: social events, mentoring, "networking days" • Aging-in-place supports • Transportation solutions and outreach
Future Aspirations	• A welcoming, inclusive, and proud community • Year-round accessible programming for all ages • Strong intergenerational connections • Thriving local recreation, supported (not led) by volunteers • More Township-led programming capacity • Active trails, sidewalks, and well-used facilities • Drop-in community hub features—fitness, workshops, events • Strong partnerships with businesses and neighbours • Mental and physical wellness embedded in Township culture • Better communication, less isolation • Shared community ownership, volunteer leadership

Schedule C: Heritage Advisory Committee Feedback Summary

Area of Feedback	Feedback Summary
Strengths & Identity	**People** • A great place to raise a family, with a small-town rural character and strong sense of place. • Close to major amenities in neighbouring communities, without losing its rural feel. • A community with active volunteers, strong local clubs (Optimists, Agricultural Society, Historical Society), and well-attended events (Fall Fair, Family Day, farmers market). **Heritage** • A place with rich heritage—historic buildings, farmhouses, heritage properties, and a cultural identity rooted in Scottish history and agriculture. **Rural Landscape** • Strong natural landscapes: farmland, forests, topography, Paris-Galt Moraine, gravel lakes. • Access to the 401, creating opportunities for employment, tourism, and commuting. • Emerging agri-tourism opportunities and local business potential.
Challenges & Needs	**Balancing growth and preservation, especially with pressures from Guelph expansion and potential annexation.** **Tax pressures, limited municipal revenue tools, and expectations for services vs. desire for low taxes.** **Infrastructure gaps:** • Limited amenities and local services, • Lack of universal high-speed internet, • Water security and source water impacts from adjacent regions, • Limited walkable urban areas.

Area of Feedback	Feedback Summary
	Aggregate operations: • Environmental impacts, • end-use planning, • Communication about benefits. **Perception that Puslinch is not well represented at County, provincial, and federal levels.** **Erosion of rural character:** • Monster homes, • Severances, • Loss of farms, • Fragmentation from major highways. **Internal community cohesion challenges:** • "New vs. long-time residents," • Ensuring newcomers feel welcome, • Events centralized in Aberfoyle vs. the broader Township. **Heritage pressures:** • Provincial legislative changes, • Insurance costs for heritage properties, • Lack of incentives, • Corridor development.
Opportunities & Vision	**Heritage-based community development:** • heritage districts (Morriston, Aberfoyle), • plaques, signage, storytelling, • tours (bus/walking), digital promotion. **Strategic economic development:** • local business support, • agritourism, • careful non-industrial growth,

Area of Feedback	Feedback Summary
	• community events that attract visitors. **Community connectedness:** • children's programming, • distributed events across the Township, • volunteer-led initiatives. **Transparency and engagement:** • capital project signage showing investments, • better storytelling, mapping, and education, • meaningful communication on tax breakdowns. **Infrastructure planning:** • walkable hamlets, • modern internet service, • parks fully used as community hubs. **Environmental and agricultural stewardship:** • "good pit rehabilitation" showcased, • preserve farmland as a resilient land-use system, • climate-conscious heritage reuse. **Education:** • school partnerships for heritage learning, • linkages between children and heritage stories, • integration of heritage assets as community spaces (not only private homes).
Future Aspirations	• A Township that maintains its rural identity, while planning intentionally for the future. • Walkable, vibrant hamlets, particularly Morriston and Aberfoyle. • Inclusive, family-oriented community life with broad participation from newcomers and long-time residents.

Area of Feedback	Feedback Summary

	• Visible heritage presence through signage, tours, public storytelling, and active support for heritage property owners.
	• Strong infrastructure foundations:
	  ○ accessible internet,
	  ○ reliable water supply,
	  ○ improved roads,
	  ○ sustainable services (fire, policing).
	• Balanced growth that protects farmland, recognizes the value of natural assets, and supports both existing and new residents.
	• Transparent leadership: residents can see where tax dollars go, and understand the Township's direction.
	• A place where heritage supports economic development, tourism, and civic pride.

Schedule D: Planning and Development Advisory Committee Feedback Summary

Area of Feedback	Feedback Summary
Strengths & Identity	• Small-town identity and strong community values, including multigenerational families, neighbourliness, and local volunteer groups. • Beautiful rural landscape, scenic drives, farmland, and natural features which residents value as core to identity. • Strategic location and accessibility, especially proximity to Highway 401, universities, Guelph, Cambridge, KW, and Toronto. • Recreation culture, including active programs for all ages, local sports, and community facilities (e.g., ice rink), as well as recognizable assets such as the antique market. • Local institutions and organizations, like Aberfoyle Public School, Optimist Club, and the former farmers market, are seen as anchors of identity. • Low-density lifestyle and rural atmosphere, while still offering access to urban amenities.
Challenges & Needs	**Growth pressures and change management:** • Risk of losing small-town feel. • Fear of annexation by neighbouring municipalities. • Need to manage ICI growth within defined areas. • Illegal land uses and enforcement. • Gravel pits—too many, environmental and financial impacts. **Housing and affordability:** • Current rural severances are unaffordable. • Need to enable attainable housing in settlement areas. • Growth requires servicing solutions; lot sizes are dictated by private servicing. **Infrastructure gaps:** • Need for enclosed ice rink, second fire station, Highway 6 bypass. • Servicing (water, wastewater) especially for settlement areas.

Area of Feedback	Feedback Summary
	• Transportation safety (traffic overflow from 401 incidents, road capacity, WR35 closure impacts). • Poor rural broadband access. **Community connection and engagement:** • Information sharing is limited; need more inclusive communication and multi-platform engagement. • New residents may take time to integrate; risk to volunteer organizations. **Balancing agriculture, environment, and growth:** • Protect farmland and natural features. • Manage cumulative impacts of aggregate industry. • Preserve rural identity while supporting economic development.
Opportunities & Vision	**Community-building activities and events to create inclusion across generations and neighbourhoods.** **Partnerships with local groups (Optimist Club, farmers market, community organizations) for communication and engagement.** **Tourism and local economic development, especially making Aberfoyle and Morriston weekend destinations.** **Strategic ICI attraction:** • Focus on high-quality employers aligned with planning work (e.g., Puslinch by Design). • Leverage proximity to University of Guelph, especially agri-food innovation. **Resilient infrastructure and service expansion to support growth responsibly (e.g., communal servicing, fibre internet).** **Recreation expansion for youth and seniors, including converted/repurposed pit sites for community benefit.**

Area of Feedback	Feedback Summary
	Housing innovation, including ARUs, smaller lots in settlement areas, incentives, zoning tools, and attainable housing requirements.
Future Aspirations	• Managed population growth (10–15%) focused in settlement areas, not rural sprawl. • Own municipal Official Plan guiding development and housing. • Recognizable small-town destinations, with visitors coming to Aberfoyle and Morriston. • More recreational capacity, including enclosed ice facility and amenities for seniors and youth. • Reduced gravel pit activity, with rehabilitation aligned to community use. • High-quality ICI development proceeding in designated employment areas. • Improved mobility, with Highway 6 bypass built and traffic control improvements. • Universal broadband access. • Community cohesion through events and engagement.

Schedule E: Council Member Feedback Summary

Area of Feedback	Feedback Summary
Strengths & Identity	**Rural Character with Strategic Location** • Council consistently identified Puslinch's rural, small-town character as a defining strength. • Proximity to Highway 401 is viewed as both an asset and a challenge — offering regional access and economic opportunity while also contributing to traffic pressures and "drive-through" impacts. • The Township's green spaces, agricultural lands, and natural assets are central to its identity and quality of life. **Community Scale and Cohesion** • The small-town feel, walkability potential (particularly in Morriston and Aberfoyle), and strong community connection were highlighted as key attributes. • Council values the Township's ability to foster community engagement through events, recreation, and local initiatives. **Governance Foundations** • Council emphasized the importance of fiscal prudence, transparency, and public engagement. • Strong governance is characterized by living within means, avoiding deficit budgets, and making decisions that are clearly tied back to adopted plans and studies.
Challenges & Needs	**Growth Pressures and Capacity Constraints** • Council identified increasing traffic, population growth, and service demands as major challenges, particularly where growth outpaces infrastructure and organizational capacity. • Traffic from surrounding municipalities (Cambridge, Guelph, regional commuters) is placing strain on local roads and undermining safety and walkability. **Provincial and External Pressures** • Ongoing legislative changes, provincial downloads, MZOs, and soil/excess fill issues were identified as significant risks.

Area of Feedback	Feedback Summary

	• Council expressed concern about limited time and resources to respond effectively to changing provincial requirements.
	• Risk of annexation and encroachment by surrounding urban centres remains a persistent concern.
	
	Environmental and Resource Vulnerabilities
	
	• Dependence on groundwater, aggregate extraction, excess soil management, and protection of natural assets were repeatedly identified as vulnerabilities.
	• Council noted the challenge of balancing environmental protection with economic and growth pressures.
	
	Infrastructure and Service Gaps
	
	• Identified gaps include:
	  ○ Traffic management and road safety
	  ○ Walkability in settlement areas
	  ○ Recreation capacity (fields, lighting, year-round facilities)
	  ○ Emergency services sustainability (Fire, OPP)
	  ○ Limited access to amenities such as groceries and reliable communications infrastructure (e.g., radio coverage)

Opportunities & Vision	**Planning and Local Control**
	
	• A strong, recurring priority is the creation and implementation of a Puslinch-specific Official Plan that:
	  ○ Reflects local needs and values
	  ○ Provides long-term flexibility
	  ○ Clearly directs residential, employment, and industrial growth
	• Council emphasized the importance of enacting and following through on existing studies and plans.
	
	Walkable, Complete Rural Communities
	
	• Council envisions Morriston and Aberfoyle evolving into more walkable, pedestrian-friendly communities with improved safety, amenities, and sense of place.
	• Traffic calming, active transportation, and better land use integration were seen as critical enablers.
	
	Economic Development and Employment

Area of Feedback	Feedback Summary

	• Opportunities include:
	  ○ Strategically located employment lands
	  ○ Desirable industrial and commercial development (not low-value or land-intensive uses)
	  ○ Supporting local businesses through directories, chambers of commerce, and partnerships
	  ○ Leveraging heritage, tourism, and natural assets to diversify the economy
	
	Partnerships and Collaboration
	
	• Council identified strong potential in partnerships with:
	  ○ Post-secondary institutions
	  ○ Health and social service providers (e.g., mobile health services)
	  ○ Community organizations and cultural groups
	  ○ Utility providers to improve affordability and service access
	• Collaboration is viewed as essential to delivering services without unsustainable tax increases.

Future Aspirations	**A Clear, Implemented Strategic Direction**
	
	• Success is defined by having a Strategic Plan and Official Plan that:
	  ○ Clearly guide Council decision-making
	  ○ Align budgeting, capital planning, and service delivery
	  ○ Provide transparency and accountability to residents
	• Council wants a plan that can evolve over terms while maintaining continuity.
	
	Financial Sustainability
	
	• Maintaining a prudent financial base is a core aspiration:
	  ○ Responsible budgets
	  ○ Using grants, partnerships, sponsorships, and user fees where appropriate
	  ○ Ensuring growth contributes positively to the tax base
	
	Safe, Active, and Connected Communities
	
	• Council envisions:
	  ○ Reduced commuter traffic impacts
	  ○ Improved road safety and enforcement
	  ○ Expanded recreation programming and facilities with higher utilization

Area of Feedback	Feedback Summary
	○ Walkable settlement areas supported by infrastructure and land use planning **Resilient, Self-Sufficient Township** • Long-term success includes: ○ Reduced dependency on uncertain growth or external decision-makers ○ Protected natural and infrastructure assets ○ A stable and fully functioning Fire and emergency services system ○ Strong community buy-in for long-term planning decisions

Schedule F: Staff Feedback Summary

Area of Feedback	Feedback Summary
Strengths & Identity	• Strategic Location: Proximity to Highway 401 and Guelph is seen as a major asset for residents, businesses, and visitors. • Community and Workplace Culture: A close-knit, friendly work environment where staff know and support each other. • Lifestyle and Rural Character: Natural amenities, open space, and a strong sense of community identity. • Several staff emphasized that the Township offers a unique blend of rural living with convenient access to major urban centres. • Customer Service Orientation: Strong commitment to service and responsiveness to community needs. • Staff Expertise and Dedication: Teams that go "beyond minimum standards" and take pride in their work. • Transparency and Public Reporting: Clear processes, open sharing of information, and proactive communication. • Project Delivery: Visible progress on infrastructure improvements, recreation facilities, and digital modernization initiatives.
Challenges & Needs	**Financial and Economic Context** • Property Tax Burden: Concern that residential taxpayers carry a disproportionate share of operating costs. • Balanced Tax Base: Strong consensus that long-term sustainability requires more industrial/commercial growth. • Cost of Living: Rising costs impacting residents and workforce attraction. **Growth and Land Use** • Growth Pressures: Need for careful planning to manage housing demand, infrastructure capacity, and service expectations. • Lack of Servicing Options: Constraints related to the absence of municipal water and wastewater. **Workforce and Resourcing** • Staffing Capacity: Resourcing levels impact service delivery, especially for Public Works and Fire Services.

Area of Feedback	Feedback Summary
	• Retention and Engagement: Some concerns about staff morale, internal communication, and feeling valued. • Interdepartmental Collaboration: Opportunities to strengthen communication, joint planning, and shared decision-making. **Community Assets and Quality of Life** • Infrastructure Needs: Fire facilities and equipment, road maintenance, signage, safety improvements. • Cultural and Community Programming: Interest in more community events, arts, culture, and inclusive experiences.
Opportunities & Vision	• Community Engagement and Events: More meaningful, well-planned activities that bring residents together. • Support for Cultural and Heritage Initiatives • Attracting Business Investment: Positioning Puslinch competitively at a local and provincial level. • Internal Culture: Making staff feel appreciated and engaged in municipal decision-making. • Transparency and Shared Learning: Cross-departmental collaboration, modern systems, and clear processes.
Future Aspirations	**Future Trends to Prepare For** • Population Growth and Density Changes • Provincial Housing Requirements • Asset Management and Infrastructure Renewal Expectations • Economic Uncertainty and Global Instability • Diversity and Inclusion • Digital Modernization of Municipal Services • Master Plan Updates: Fire, Recreation, DC Study, Transportation, Asset Management, and CIP. **What Success Looks Like in 5 Years** • Expanded Business Tax Base: Particularly through business park growth and investment attraction. • Strong Infrastructure and Modern Equipment: Especially in Fire Services and road operations. • Well-Maintained, Quality Services: Roads, snow removal, recreation facilities.

Area of Feedback	Feedback Summary
	• Welcoming Community Identity: Improvements to the downtown corridor and sense of place. • High Employee Engagement: Happy internal and external stakeholders, stronger retention, and shared culture.

Schedule G: Community Group Feedback Summary

Area of Feedback	Feedback Summary
Strengths & Identity	**Rural Character & Location** • Strong appreciation for the small-town, rural feel combined with convenient access to Guelph, Cambridge, Waterloo Region, and Highway 401. • Valued landscapes include farmland, forests, rolling hills, trails, and Puslinch Lake. • Residents value being "close to everything, but far enough away." **Community Pride & Volunteerism** • High levels of community involvement and volunteer leadership, particularly in sports, heritage, conservation, and social service organizations. • Strong identity tied to long-standing families, lifelong residents, and intergenerational connection. • Volunteer fire services, community publications, and local organizations were frequently cited as community anchors. **Heritage, Culture & Sense of Place** • Historic buildings, heritage landscapes, and cultural institutions (e.g., Aberfoyle Mill, Crieff, Pioneer magazine) are central to community identity. • Pride in local destination assets such as therapeutic riding, retreat centres, conservation lands, and recreation facilities.
Challenges & Needs	**Growth & Land Use Balance** • Concern about becoming a "bedroom community" with declining local engagement. • Need to better balance industrial, commercial, and residential growth while protecting rural character. • Pressure from external growth (e.g., neighbouring municipalities, provincial mandates) impacting traffic, safety, and environmental systems.

Area of Feedback	Feedback Summary
	Affordability & Financial Pressure • High property taxes and cost of living pressures, particularly for seniors and fixed-income residents. • Desire for prudent financial management and a stronger non-residential tax base to ease residential burden. **Infrastructure & Access Gaps** • Persistent concerns about unreliable and unaffordable broadband. • Transportation challenges for seniors, people with disabilities, and youth. • Limited public access to Puslinch Lake and other natural assets. **Volunteer Capacity & Organizational Sustainability** • Declining volunteer numbers creating strain on community-led programs. • Increasing reliance on volunteers to deliver services that may no longer be sustainable without municipal support.

Opportunities & Vision	**Environmental Stewardship & Conservation**
	• Strong support for protecting farmland, natural heritage, and water resources.
	• Interest in innovative environmental projects (e.g., repurposing exhausted gravel pits for education, recreation, and tourism).
	• Partnerships with conservation authorities viewed as critical.
	
	Inclusive Community Building
	• Opportunities to expand multicultural, intergenerational, and inclusive events.
	• Support for community-led initiatives that foster belonging and participation among newer residents.
	• Interest in using flagship projects (e.g., supportive housing, social enterprise) as models for inclusive rural living.
	Partnerships & Collaboration
	• Desire for closer working relationships between:
	  ○ Community groups and Council/staff
	  ○ Volunteer organizations and local businesses

Area of Feedback	Feedback Summary
	○ Township and County / Conservation Authorities • Value placed on decision-makers being visible and engaged within the community.
Future Aspirations	**A Community That Honours Heritage While Growing** • Heritage structures and landscapes protected despite changing provincial frameworks. • Downtowns and gateways that feel welcoming and cared for. • Growth that complements, not replaces, rural character. **Accessible Natural & Recreational Assets** • Improved public access to Puslinch Lake with appropriate facilities. • Expanded parks, trails, and outdoor recreation opportunities. • Safe, well-maintained roads and public spaces. **Stronger Community Fabric** • Higher resident participation in local events and volunteer groups. • Youth-centered and intergenerational programming. • Sustainable volunteer organizations supported by municipal partnerships.

Schedule H: Development Community Group Feedback Summary

Area of Feedback	Feedback Summary
Strengths & Identity	**Strategic Location** • Proximity to Highway 401 and the Greater Toronto Area is viewed as a key competitive advantage for employment, logistics, and business investment. • Rural landscape and natural beauty enhance the Township's attractiveness for both residential and employment development. **Positive Municipal Leadership and Staff Engagement** • Strong support was expressed for Township Council and staff, with recognition of improved collaboration and responsiveness over the past five years. • Current development processing and staff interactions were generally viewed positively, particularly compared to external approval bodies. **Appeal for Business and Housing** • Clean environment, reduced congestion, and quality rural setting were cited as strengths that support business operations and housing development. • The Township is seen as a viable place to grow local employment opportunities and attract investment when policy alignment exists.
Challenges & Needs	**Unbalanced Tax Base** • Heavy reliance on residential taxation remains a significant concern. • Anticipated loss of industrial tax base (e.g., depleted aggregate lands) poses long-term fiscal risk. **County-Driven Planning Constraints** • County-level land use policies and population projections are viewed as misaligned with Puslinch's long-term viability. • Developers expressed concern that growth allocations and land use controls limit local decision-making and economic sustainability.

Area of Feedback	Feedback Summary
	Housing Supply Limitations • Current growth restrictions, including low annual residential unit allowances, were identified as unsustainable for maintaining municipal services and affordability. • The need for affordable housing and cost-of-living relief was highlighted. **Approval Timelines** • While some satisfaction exists with current processes, expediting development approvals was identified as a critical factor in attracting and retaining business investment.
Opportunities & Vision	**Second-Life Development of Aggregate Lands** • Strong support for proactive planning and redevelopment of depleted aggregate sites into productive employment or mixed-use areas. • These lands are seen as essential to replacing lost industrial tax revenue and generating long-term economic value. **Locally Driven Planning Framework** • A clear desire for a Township-specific Official Plan that integrates residential, employment, and economic development objectives over a 30–50 year horizon. • Emphasis on flexibility and adaptability to respond to market conditions and infrastructure realities. **Expanded Rural Employment Uses** • Opportunity to broaden permissible employment uses within agricultural and rural zones. • Encouraging diverse rural enterprises could support job creation and reduce commuter dependency. **Live-Work Community Model** • Generating local employment to allow residents to live and work within Puslinch was seen as key to sustainability, affordability, and community resilience.

Area of Feedback	Feedback Summary
Future Aspirations	**Long-Term Viability and Autonomy** • A Township with greater control over its planning destiny, less constrained by external growth limits, and equipped to manage long-term servicing and infrastructure needs. **Balanced Growth** • A community supported by a diversified tax base, combining residential growth with strong industrial and employment lands. **Preparedness for Servicing Changes** • Recognition that communal servicing may be required in the future, with an expectation that the Township proactively protects its financial and legal interests through robust agreements. **Sustained Development Confidence** • Continued positive leadership, constructive Council-developer relationships, and policy certainty to maintain investor confidence.

Schedule I: Resident Feedback Summary

Area of Feedback	Feedback Summary

Strengths & Identity	**Strong Sense of Community and Belonging**
	• The most consistent strength identified by residents is Puslinch's strong sense of community.
	• Residents describe the Township as welcoming, friendly, and neighbour-oriented, where people look out for one another despite being geographically spread out.
	• Community spirit, pride, and belonging are repeatedly emphasized, supported by:
	  ○ High volunteer participation
	  ○ Active community groups (e.g., Optimist Club, Agricultural Society)
	  ○ Intergenerational involvement in events and programs
	• Residents value accessible Township Council and local leadership, with several comments highlighting trust, approachability, and visible governance.
	
	Rural Lifestyle with Small-Town Feel
	• Puslinch is widely valued for maintaining a rural, small-town feel while avoiding the scale and pace of surrounding urban centres.
	• Residents appreciate:
	  ○ Low population density
	  ○ Privacy and space
	  ○ Green space, farmland, and natural landscapes
	• Many respondents explicitly note appreciation that Puslinch is *not* Cambridge, Guelph, Milton, or Hamilton, reinforcing the desire to preserve its distinct rural identity.
	• Farming heritage and agricultural land are viewed as defining and worth protecting.
	
	Location and Connectivity (A Key Competitive Advantage)
	• Proximity to larger urban centres is consistently cited as a major strength.
	• Residents value being:
	  ○ Close to shopping, services, employment, and higher education
	  ○ Near Highway 401 and major corridors
	  ○ Able to commute while still living rurally

Area of Feedback	Feedback Summary
	• Families highlighted access to nearby post-secondary institutions (University of Guelph, Waterloo, McMaster) as a key benefit. • This balance, rural living with urban access, is seen as one of Puslinch's most important assets. **Community Events, Traditions, and Activities** • Traditional community events and activities are highly valued, including: o Fall fairs o Family Day events o Community dances, sports, pickleball, and recreation programs • Residents appreciate opportunities to gather, connect, and build relationships across age groups. • Pride in community spaces, maintenance, and volunteer-led programming reflects strong social cohesion. **Natural Environment and Open Space** • Residents value: o Green space and scenic rural landscapes o Farming lands and natural resources o Environmental attributes that originally drew many to the Township • Environmental protection is closely linked to quality of life and is seen as essential to preserving community identity. • The rural setting supports recreation, farming, and a quieter lifestyle that residents actively wish to protect. **Independence and Local Identity** • Some residents highlighted independence and self-determination as strengths, valuing Puslinch's ability to remain distinct from neighbouring municipalities. • There is a clear desire to retain local decision-making and avoid homogenization through urban sprawl or excessive regulation.
Challenges & Needs	**Traffic, Road Safety, and Enforcement (Dominant Theme)** • Traffic volume, speeding, heavy trucks, and diverted Highway 401 traffic on rural roads are the most consistently cited concerns. • Particular pressure points include: o Concession Road 1

Area of Feedback	Feedback Summary
	○ Aberfoyle core (Brock Road between roundabouts) ○ Morriston and surrounding rural roads • Residents report safety risks for pedestrians, cyclists, farm equipment, school routes, and emergency access. • There is strong frustration with limited enforcement tools, reduced effectiveness of traffic calming measures, and uncertainty following speed camera removal. • Calls for: ○ Morriston and Highway 6 bypass solutions ○ Provincial and regional advocacy for 401 traffic relief ○ Increased policing and by-law enforcement capacity **Affordability, Taxes, and Service Levels** • Property taxes are perceived as high relative to service levels, particularly because of the lack of municipal water or sewer. • Strong concern about maintaining or increasing service levels (fire, EMS, by-law, roads, waste management) without corresponding tax increases. • Residents are concerned about: ○ Taxes ○ Paying additional user fees (e.g., landfill access) ○ Long-term sustainability as aggregate and industrial tax bases decline • Calls for more prudent spending, fewer "frivolous" expenditures, and clearer accountability. **Housing Affordability and Demographic Sustainability** • Many residents report being priced out of the community. • Limited housing options for: ○ Young families ○ First-time buyers ○ Seniors wishing to downsize ○ Multi-generational living on farms • Requests include: ○ More residential flexibility ○ Allowing severances where appropriate ○ Case-by-case, common-sense by-law application • Strong desire to avoid large subdivisions that erode rural character.

Area of Feedback	Feedback Summary

	Environmental Protection and Resource Depletion
	• Persistent concern about:
	  ○ Aggregate operations
	  ○ Water-taking permits
	  ○ Loss of farmland to extraction
	  ○ Groundwater contamination
	• Residents want stronger enforcement, fair taxation of aggregate industries, and clear plans for post-extraction land use.
	• Anxiety over loss or weakening of conservation authority services.
	
	Public Safety and Emergency Services
	• Increased concern about crime, break-ins, and community safety.
	• Desire for visible policing and adequate emergency response capacity (fire and EMS), without disproportionate tax burden on residents.
	
	Connectivity and Infrastructure Gaps
	• Reliable, affordable high-speed internet remains a significant concern.
	• Road maintenance (especially gravel roads), winter safety, and traffic management during emergencies are recurring issues.

Opportunities & Vision	**Balanced Growth with Local Control**
	• Residents want growth that is:
	  ○ Locally driven
	  ○ Environmentally responsible
	  ○ Sensitive to rural context
	• Strong support for a Township-specific Official Plan that reflects Puslinch's unique needs rather than County-imposed frameworks.
	• Desire for greater municipal authority and reduced reliance on MZOs and senior government interventions.
	
	Economic Development that Serves Residents
	• Support for:
	  ○ Expanding the commercial and employment tax base
	  ○ Supporting local businesses and manufacturing

Area of Feedback	Feedback Summary
	○ Creating local jobs so residents can live and work locally • Recognition that residential taxpayers cannot be the sole revenue source. • Interest in redeveloping completed quarry sites and planning for long-term economic viability. **Community Life and Recreation** • Demand for: ○ More inclusive, all-ages programming ○ Sports fields, trails, and recreational infrastructure ○ Non-sport wellness options (walking groups, fitness stations, yoga) • Desire for frequent, affordable, and accessible programming rather than one-off events. • Calls to better maintain and program existing facilities (Community Park, PCC, library). **Stronger Communication and Engagement** • Residents want: ○ More meaningful public engagement ○ Clear explanations of decisions ○ Evidence that feedback influences outcomes • Appreciation for tools like surveys, local media, and social platforms, but concern about over-reliance on low-response mechanisms. • Requests for better education, transparency, and approachability from the Township.
Future Aspirations	**A Safe, Livable Rural Township** • Roads that are safe for residents, children, cyclists, and farm operations. • Reduced commuter and truck traffic through villages and rural roads. • Strong emergency services and enforcement capacity. **Financially Sustainable and Fair** • A diversified tax base that balances residential, commercial, and industrial contributions. • Fair taxation of extractive industries. • Long-term planning for post-aggregate revenue replacement.

Area of Feedback	Feedback Summary
	Inclusive and Intergenerational • A community where younger families, seniors, and long-time residents can all afford to stay. • Opportunities for multi-generational living and succession on farms. • Stronger social cohesion between long-term and newer residents. **Environmentally Responsible** • Protection of water, farmland, and natural heritage as non-negotiable priorities. • Thoughtful redevelopment of disturbed lands. • Growth that enhances, rather than erodes, the Township's identity.

2026-2030 Strategic Plan Survey

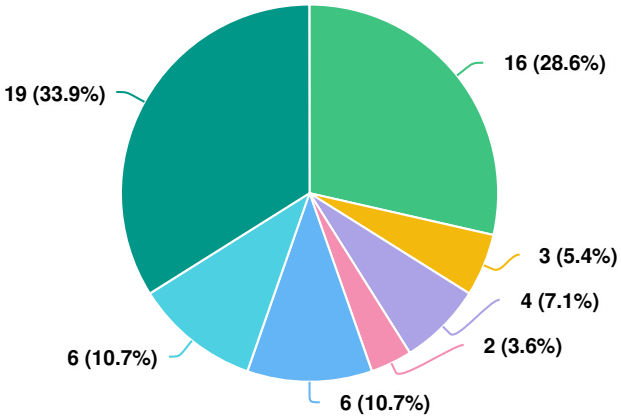
SURVEY RESPONSE REPORT
02 October 2025 - 01 December 2025

PROJECT NAME:
2026-2030 Strategic Plan Survey

GRANICUS

SURVEY QUESTIONS

Q1 Where do you live in the Township of Puslinch?



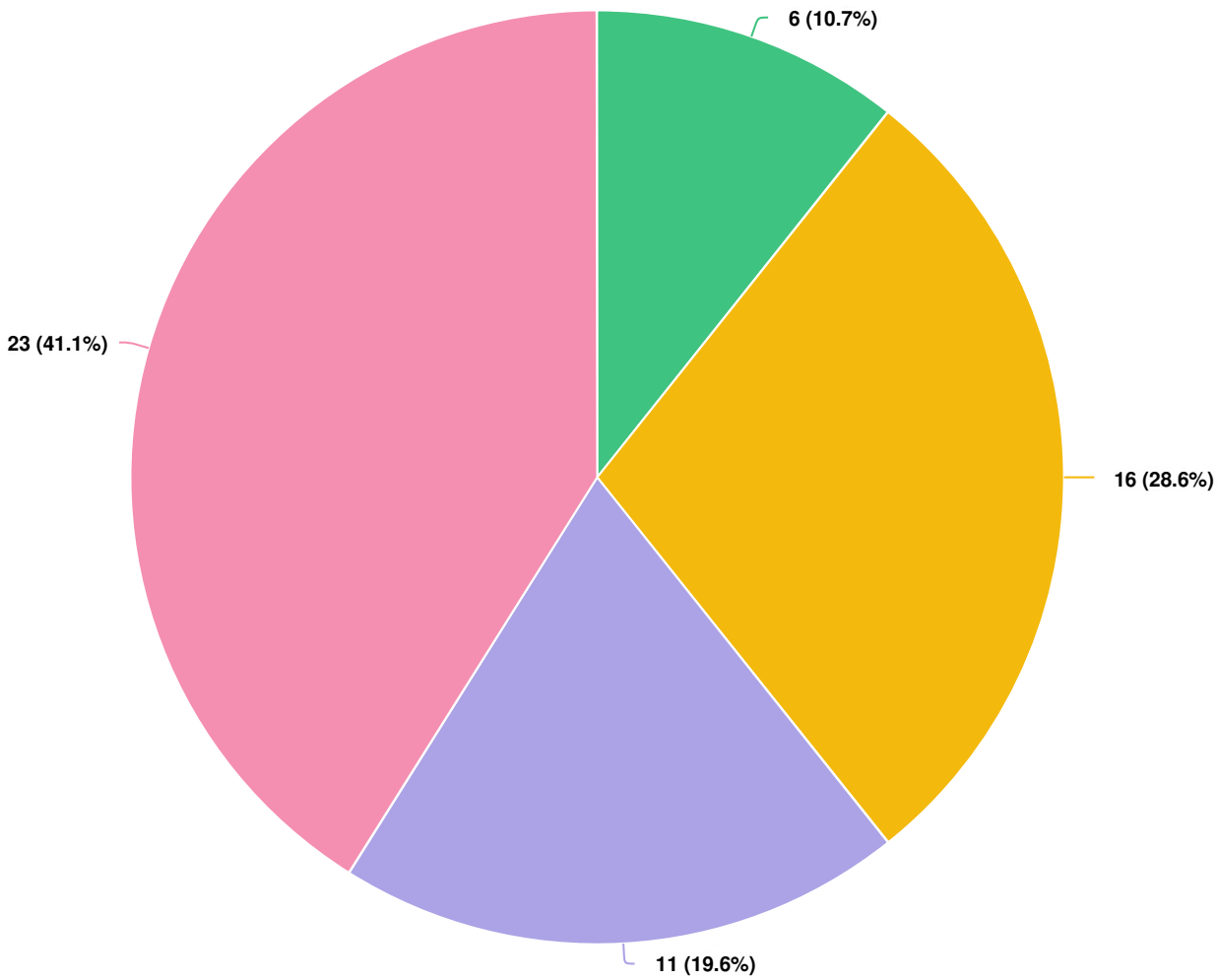
Question options

Aberfoyle Aikensville Arkell Badenoch Crieff Morriston Other area in Puslinch

Mandatory Question (56 response(s))
Question type: Radio Button Question

Question Options	Responses
Aberfoyle	16
Aikensville	3
Arkell	4
Badenoch	2
Crieff	6
Morriston	6
Other area in Puslinch	19

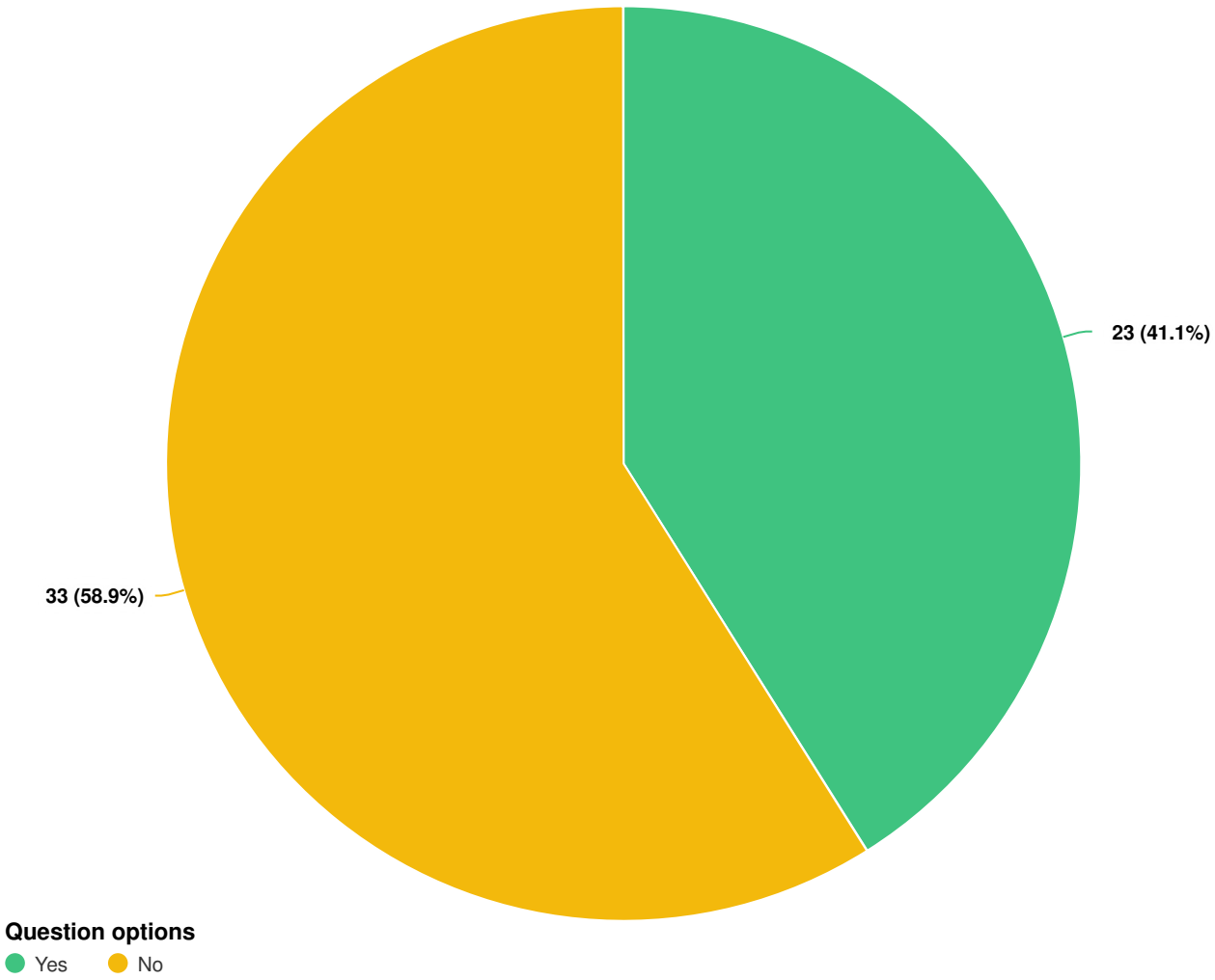
Q2 How long have you lived in the Township of Puslinch?



Mandatory Question (56 response(s))
Question type: Radio Button Question

Question Options	Responses
Less than 5 years	6
5 to 15 years	16
16 to 25 years	11
More than 25 years	23

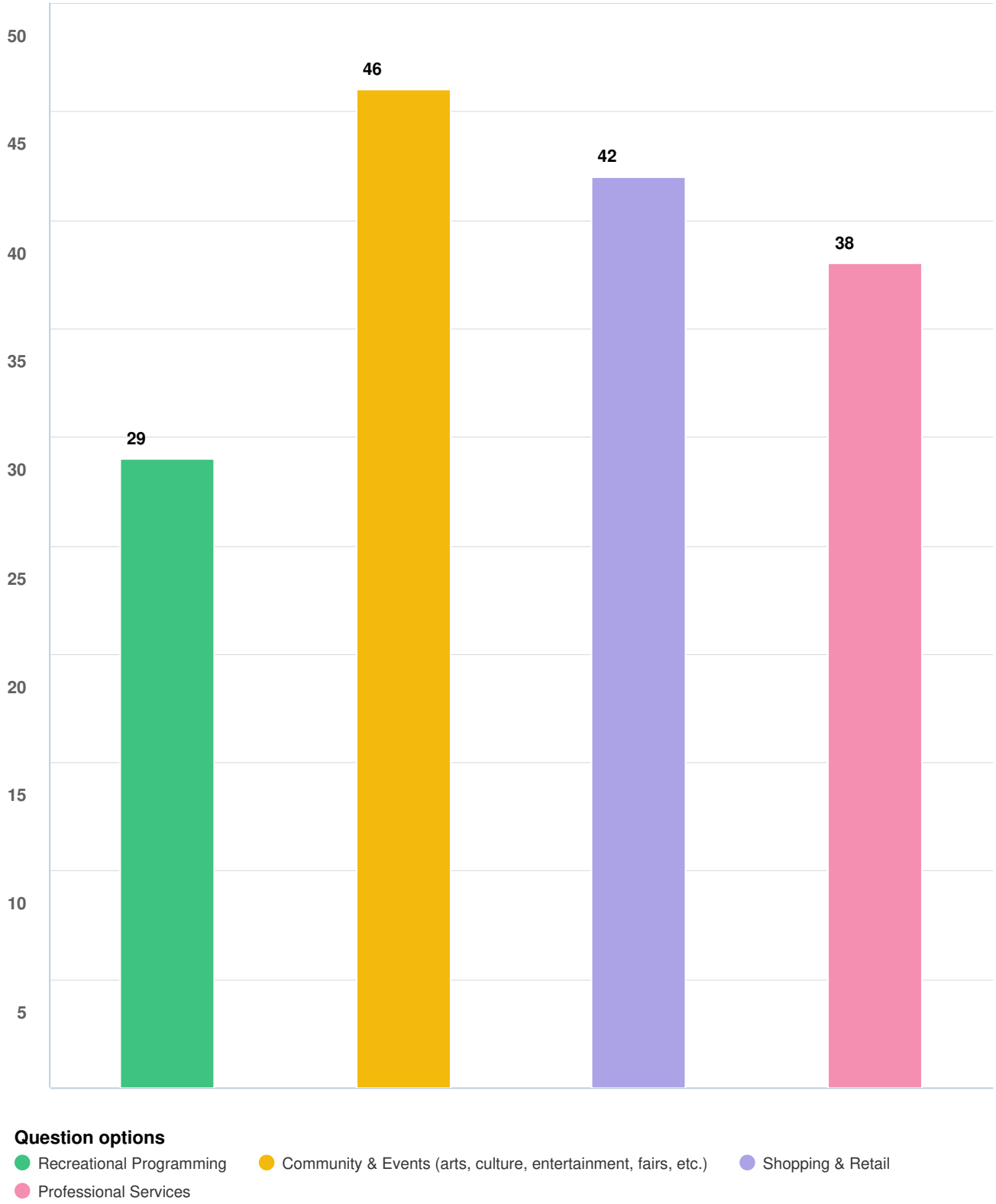
Q3 Do you work in the Township of Puslinch?



Mandatory Question (56 response(s))
Question type: Radio Button Question

Question Options	Responses
Yes	23
No	33

Q5 Please select any of the following that you access in neighbouring municipalities:

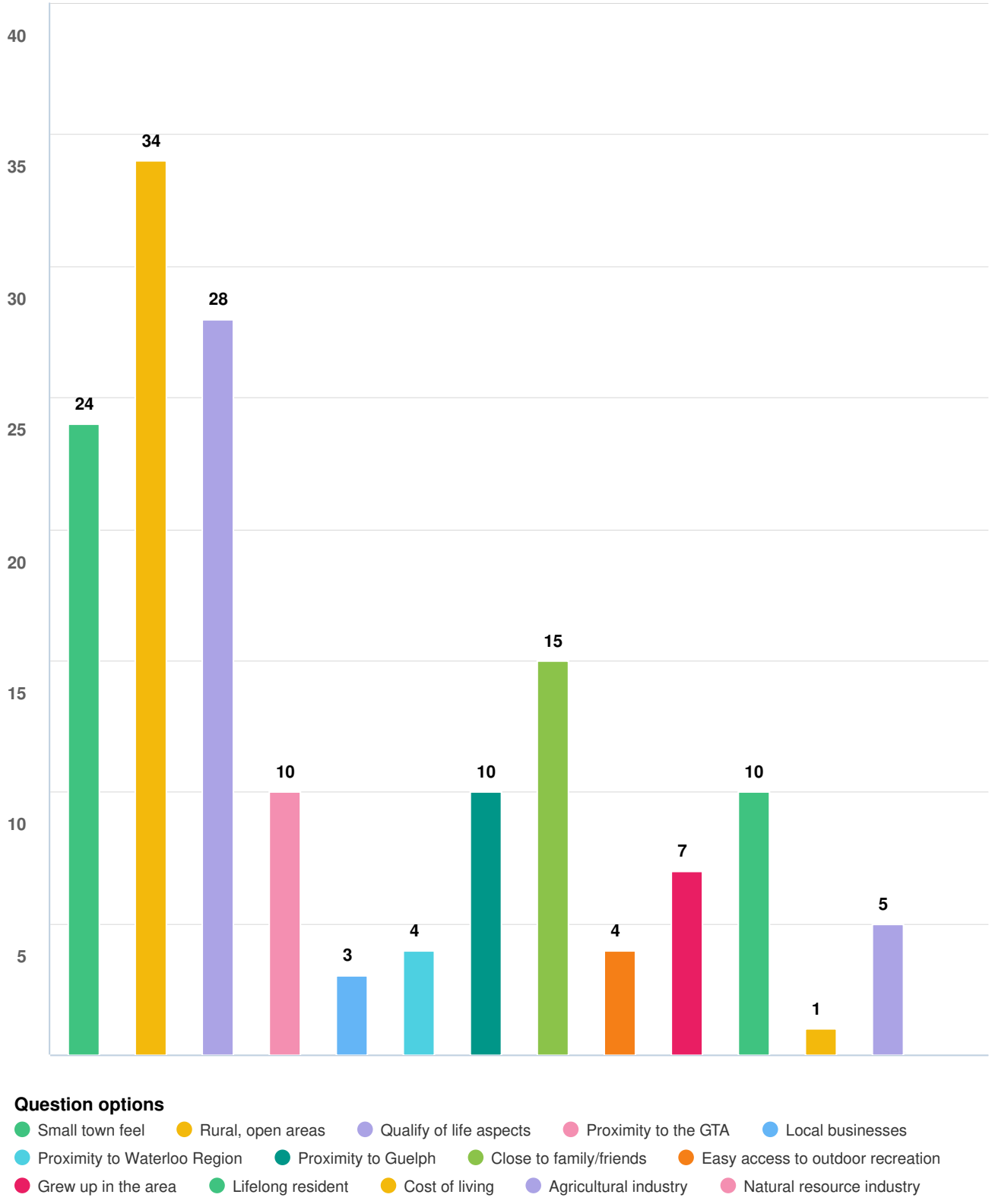


Mandatory Question (56 response(s))
Question type: Checkbox Question

Q5 Please select any of the following that you access in neighbouring municipalities:

Question Options	Reponses
Recreational Programming	29
Community & Events (arts, culture, entertainment, fairs, etc.)	46
Shopping & Retail	42
Professional Services	38

Q6 Please select the top three (3) reasons you live in the Township of Puslinch.

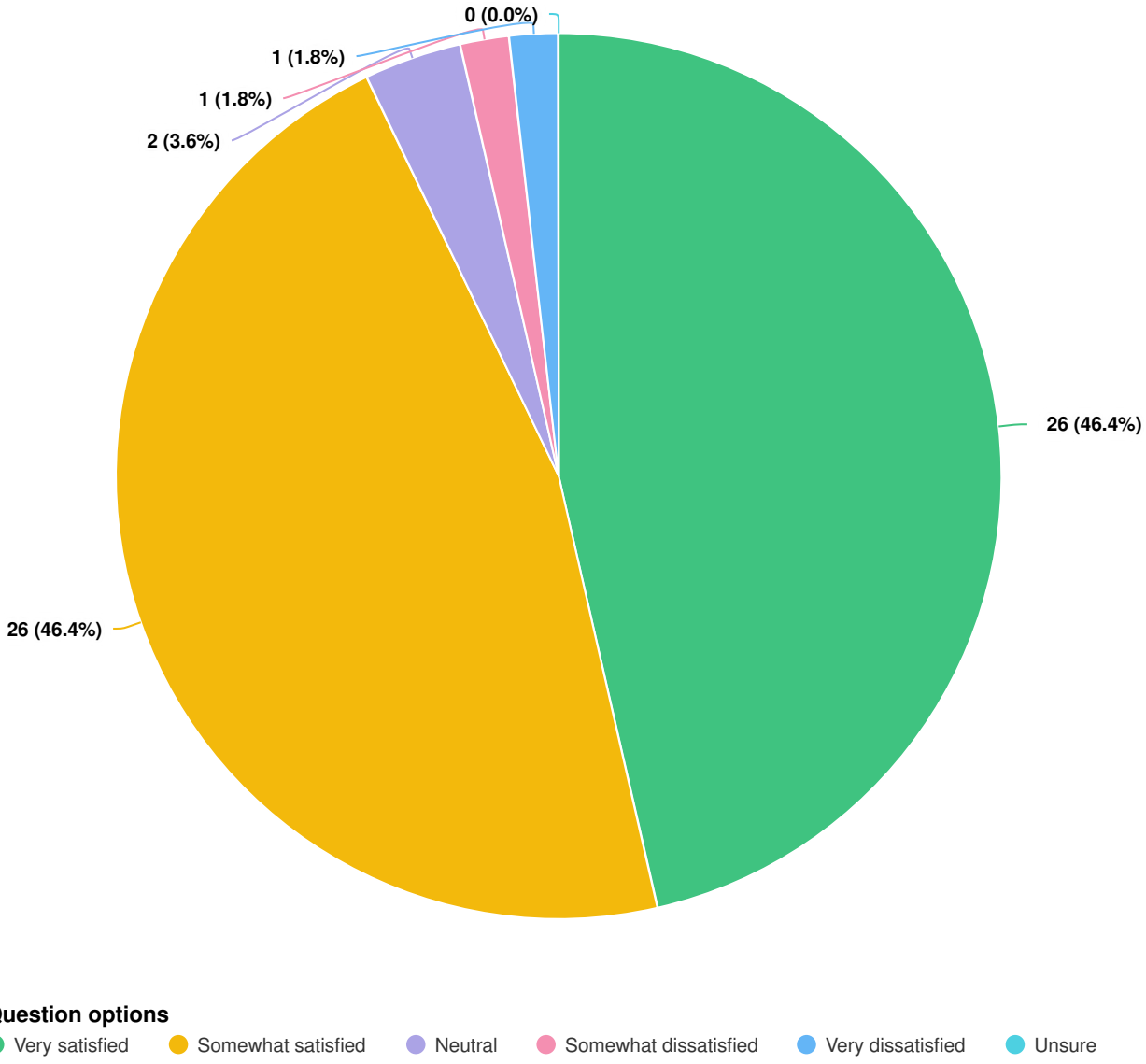


Mandatory Question (56 response(s))
Question type: Checkbox Question

Q6 Please select the top three (3) reasons you live in the Township of Puslinch.

Question Options	Responses
Small town feel	24
Rural, open areas	34
Quality of life aspects	28
Proximity to the GTA	10
Local businesses	3
Proximity to Waterloo Region	4
Proximity to Guelph	10
Close to family/friends	15
Easy access to outdoor recreation	4
Grew up in the area	7
Lifelong resident	10
Cost of living	1
Agricultural industry	5
Natural resource industry	0

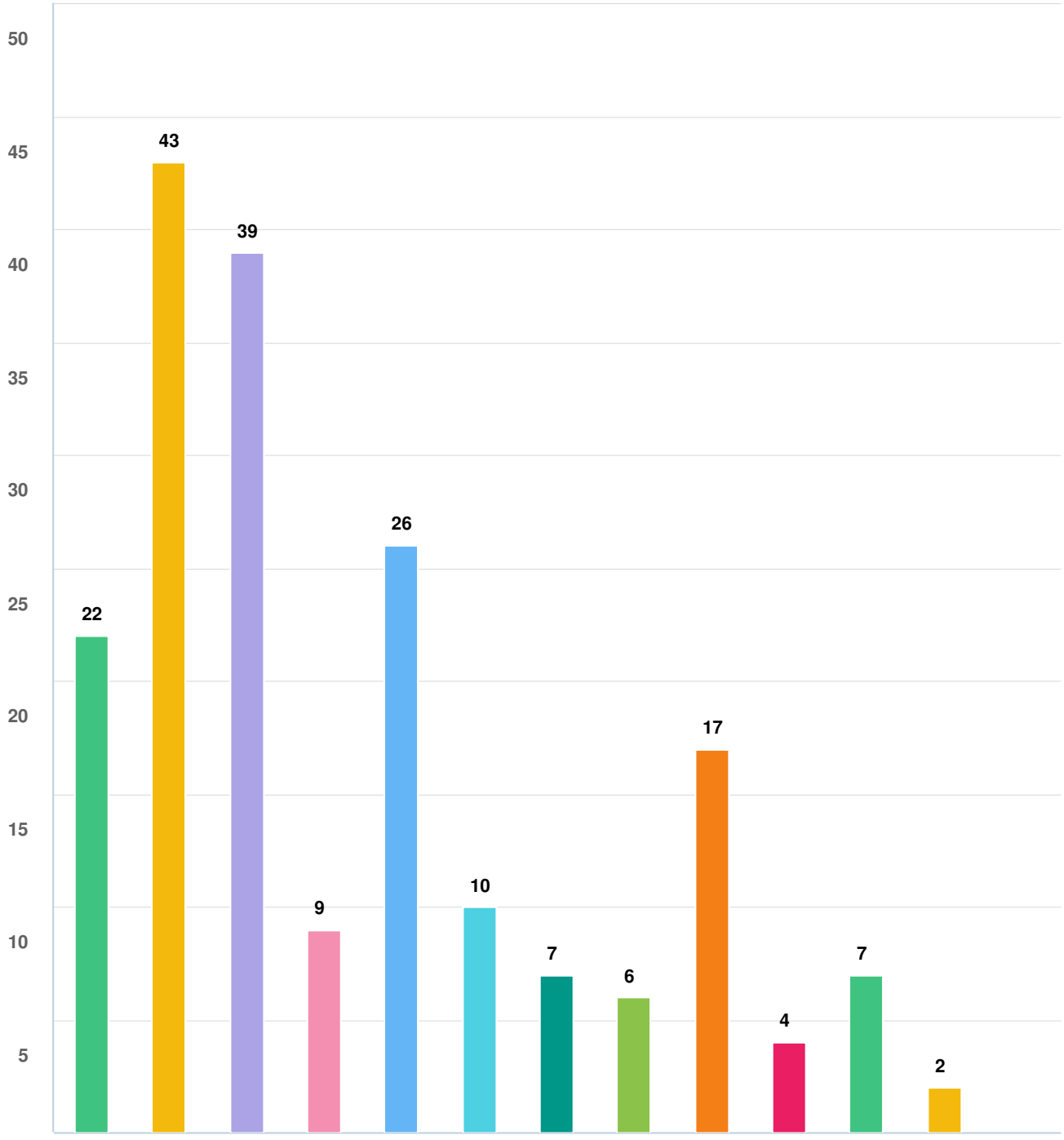
Q7 How satisfied are you living in the Township of Puslinch?



Mandatory Question (56 response(s))
Question type: Radio Button Question

Question Options	Responses
Very satisfied	26
Somewhat satisfied	26
Neutral	1
Somewhat dissatisfied	1
Very dissatisfied	0
Unsure	1

Q8 What aspects are you most satisfied with living in the Township of Puslinch?



Question options

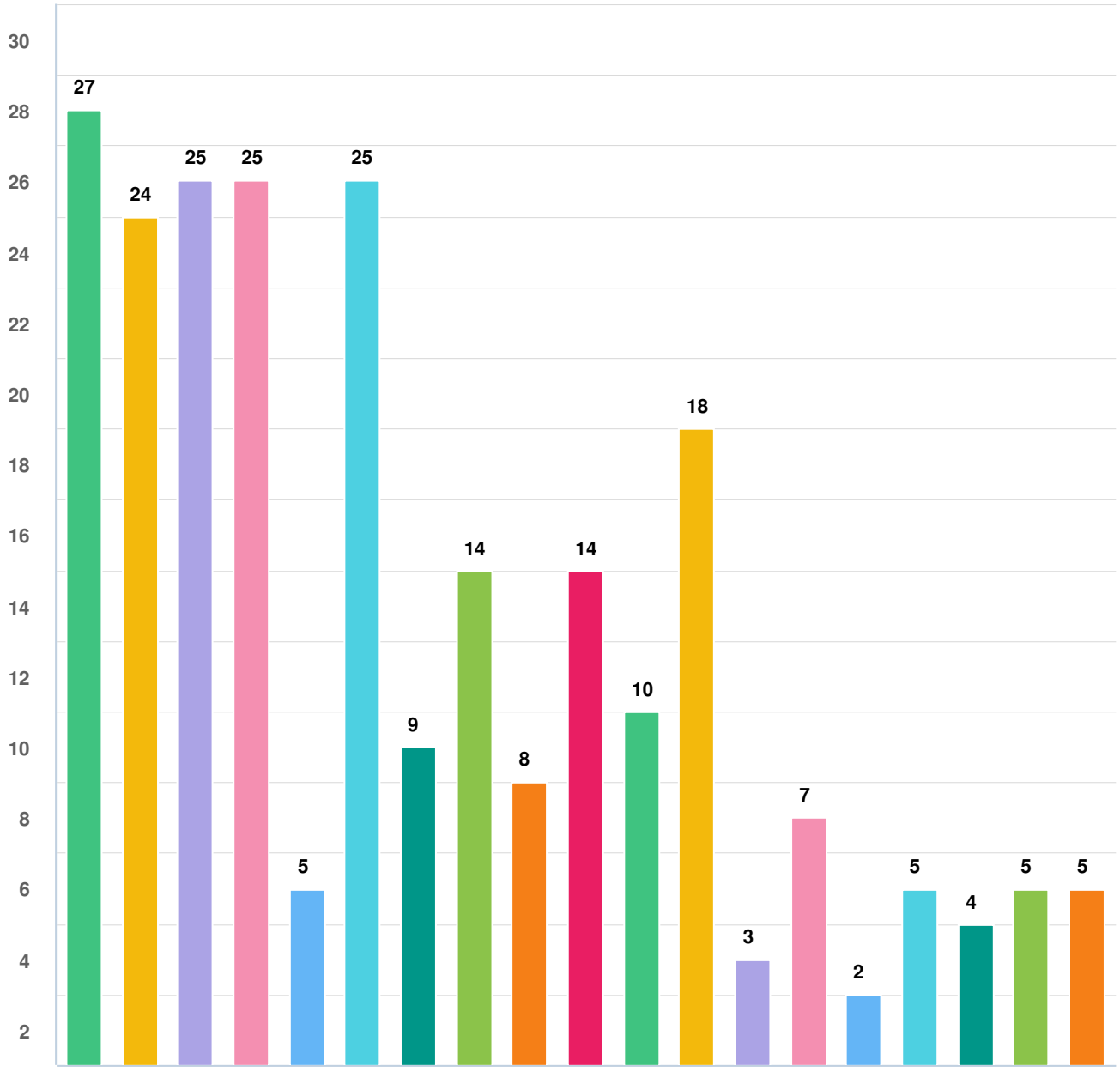
Small town feel
Access to, but far enough away from, larger centres
Rural, open areas
Low crime
Location
Easy access to outdoor recreation
Proximity to the GTA
Proximity to the Waterloo Region
Proximity to Guelph
Local businesses
Good government
Other (please specify)
Downtowns

Mandatory Question (56 response(s))
Question type: Checkbox Question

Q8 What aspects are you most satisfied with living in the Township of Puslinch?

Question Options	Responses
Small town feel	22
Access to, but far enough away from, larger centres	43
Rural, open areas	39
Low crime	9
Location	26
Easy access to outdoor recreation	10
Proximity to the GTA	7
Proximity to the Waterloo Region	6
Proximity to Guelph	17
Local businesses	4
Good government	7
Downtowns	0
Other (please specify)	2

Q10 Please select the top five (5) issues or challenges currently facing the Township of Puslinch.



Question options

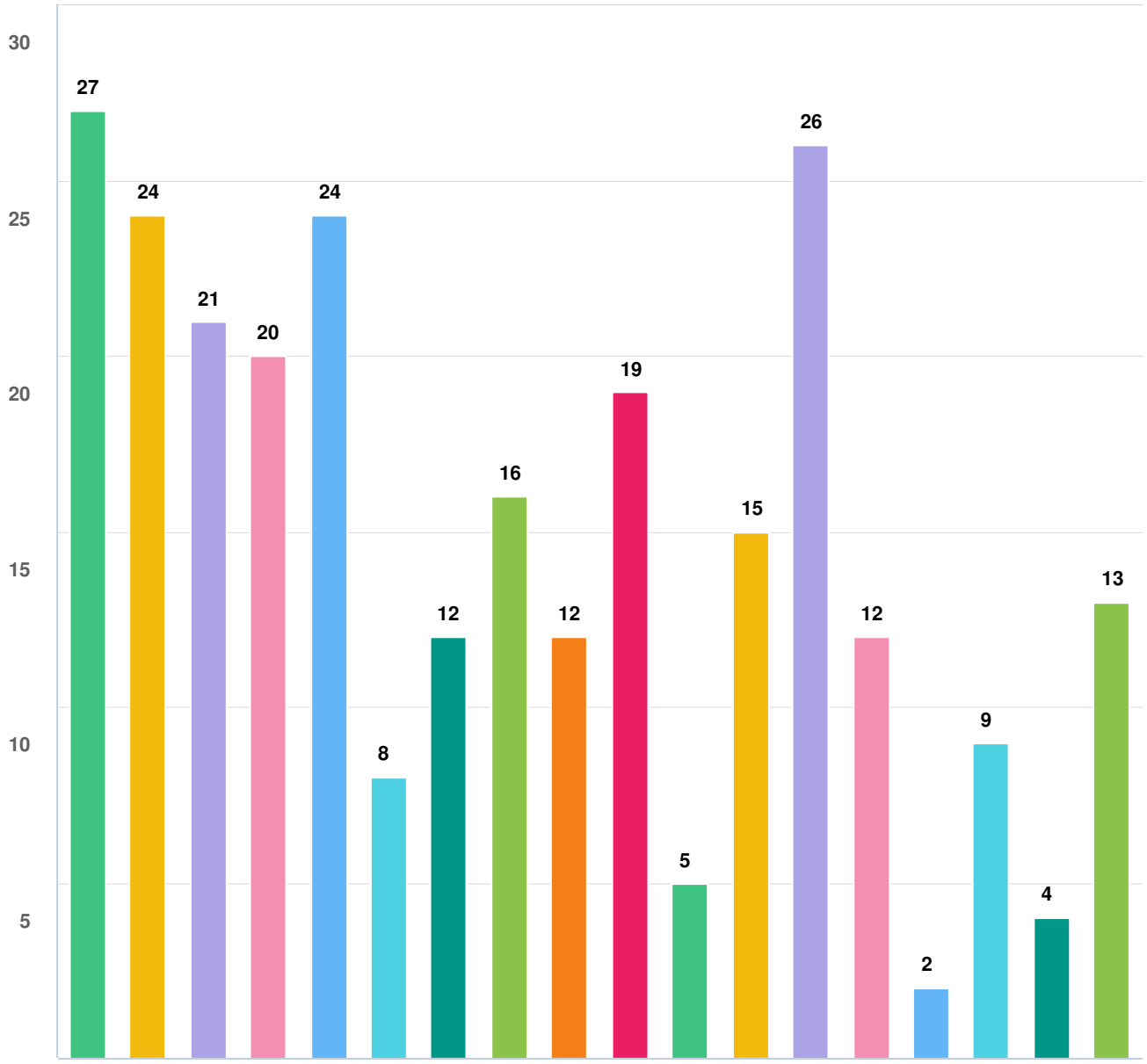
- High Property Taxes
- Affordable broadband to readily access the internet and other digital services
- Developing a more balanced industrial/commercial/residential property tax base
- Environmental protection
- Access to parks and trails
- Ensuring existing quality of life/lifestyle assets
- Need for affordable housing
- Prudent financial management
- Need for more local jobs
- High cost of living
- Economic development
- Depletion of natural resources
- Winter roads maintenance and snow removal
- Access to health care
- Arts & culture (Performing Arts, Heritage, Civic Arts)
- By-law enforcement
- Workforce availability
- Community based events
- Recreational Programming

Mandatory Question (56 response(s))
Question type: Checkbox Question

Q10 **Please select the top five (5) issues or challenges currently facing the Township of Puslinch.**

Question Options	Responses
High Property Taxes	27
Affordable broadband to readily access the internet and other digital services	24
Developing a more balanced industrial/commercial/residential property tax base	25
Environmental Protection	25
Access to parks and trails	5
Ensuring existing quality of life/lifestyle assets	25
Need for affordable housing	9
Prudent financial management	14
Need for more local jobs	8
High cost of living	14
Economic development	10
Depletion of natural resources	18
Winter roads maintenance and snow removal	3
Access to health care	7
Arts & culture (Performing Arts, Heritage, Civic Arts)	2
By-law enforcement	5
Workforce availability	4
Community based events	5
Recreational programming	5

Q12 Select what the top five (5) priorities should be for the Township of Puslinch over the next 5-10 years?



Question options

- Protecting the environment
- Developing a more balanced industrial/commercial/residential property tax base
- Growth management
- Ensuring Township road repair, maintenance and snow removal
- Maintaining adequate fire and emergency services
- Providing recreational venues and programs
- Supporting existing businesses
- Facilitating provisions of accessible and affordable broadband to access the internet
- Facilitating business expansion and investment attraction
- Prudent financial management
- Downtown improvements
- Efficient delivery of Township services
- Provide effect land use planning
- Supporting community heritage
- Supporting cultural programs (performing arts, heritage, civic arts)
- Providing recreational programming
- By-law enforcement
- Supporting local events

Mandatory Question (56 response(s))
Question type: Checkbox Question

Q12 **Select what the top five (5) priorities should be for the Township of Puslinch over the next 5-10 years?**

Question Options	Responses
Protecting the environment	27
Developing a more balanced industrial/commercial/residential property tax base	24
Growth management	21
Ensuring Township road repair, maintenance and snow removal	20
Maintaining adequate fire and emergency services	24
Providing recreational venues and programs	8
Supporting existing businesses	12
Facilitating provisions of accessible and affordable broadband to access the internet	16
Facilitating business expansion and investment attraction	12
Prudent financial management	19
Downtown improvements	5
Efficient delivery of Township services	15
Provide effect land use planning	26
Supporting community heritage	12
Supporting cultural programs (performing arts, heritage, civic arts)	2
Providing recreational programming	9
By-law enforcement	4
Supporting local events	13

REPORT CAO-2025-006

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, CAO

PRESENTED BY: Courtenay Hoytfox, CAO

MEETING DATE: December 17, 2025

SUBJECT: 2025/2026 Corporate Work Plan Update

RECOMMENDATIONS

THAT Report CAO-2025-006 regarding the 2025-2026 Corporate Work Plan Update be received for information.

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 year (January 2025-March 2026). 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 Council with an update on the progress of the 2025/2026 CWP for information.

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 2025/2026 proposed CWP consists of 118 identified projects/initiatives, which include:

- Annually reoccurring projects (i.e. tenders, annual reports, annual maintenance /construction activities);

- Projects identified as part of the 2025 Budget process and recommended by Council to move forward;
- Initiatives recommended by Department Heads;
- Projects that were deferred from the 2024 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.

FINANCIAL IMPLICATIONS
None

APPLICABLE LEGISLATION AND REQUIREMENTS
None

ATTACHMENTS
Schedule "A" 2025/2026 Corporate Work Plan Update

Township of Puslinch 2025/2026 Corporate Work Plan

Department (lead)	Division (collaboration)	Project	Progress	Start	Complete
Corporate Services	Clerks/Communications	175 Anniversary of the Township/Puslinch Community Showcase	100%	25-Apr	25-Oct
Corporate Services	Planning	Proposed Zoning By-law amendments (STR, Kennels, Home Industries, Ext Zone)	0%	28-Mar	29-Mar
Corporate Services	Clerks	County Road Diet through Aberfoyle Peer Review	10%	2025	Completion of the Mid-Block
Corporate Services	Clerks	401 and Highway 6 Project Review of Hotspots	100%	2024	2025
Corporate Services	Clerks	2024 Heritage Designation	100%	24-Mar	25-Mar
Corporate Services	Clerks	2025 Heritage Designation	100%	25-Mar	25-Aug
Corporate Services	Clerks/Parks	Boreham Park Tree Planting Initiative	100%	25-Apr	Jun-25
Corporate Services	Clerks	2026 Municipal /School Board Election prep: alternate voting decision	15%	Jun-25	26-Aug
Corporate Services	Clerks/Communications	Killean School Bell Cairn	100%	25-Jan	25-Sep
Corporate Services	By-law	Purchase of Decibel Meter and Calibrator – determine purchasing requirements	0%	26-Mar	26-Dec
Corporate Services	Clerks/Finance	Revitalizing Downtowns (Aberfoyle & Morriston) RFP	35%	25-Mar	26-Jun
Corporate Services	Clerks/Communications	Community Guide and Business Directory	100%	25-Mar	25-May
Corporate Services	All departments – Corporate Services Lead	Website Redesign	0%	2027	2027
Corporate Services	Clerks	2025 Computer Replacements	100%	25-Mar	25-Mar
Corporate Services	Clerks	Tablet and Owl Camera Replacements	100%	25-Mar	25-Mar
Corporate Services	Clerks/CAO/Planning/PW	Development Standards Guidelines Update	50%	25-Apr	26-Mar
Corporate Services	Clerks/IT	IT Infrastructure and Service Audit Upgrades	100%	25-Mar	25-Mar
Corporate Services	Clerks/IT	SharePoint System Implementation	100%	25-Mar	25-Mar
Corporate Services	Clerks/IT	VOIP System Implementation	100%	25-Mar	25-Mar
Corporate Services	Clerks	Election Sign By-law	100%	25-Feb	25-Apr
Corporate Services	Clerks/By-law	Administrative Penalties System	100%	25-Jan	25-Oct
Corporate Services	Clerks/By-law	Storage Tenant Agreements	100%	25-Apr	25-Aug
Corporate Services	Clerks/By-law	Short Term Accommodation By-law	0%	28-Aug	29-Mar
Corporate Services	Clerks	Records Retention By-law/Policy	100%	25-Jan	25-Oct
Corporate Services	Clerks/By-law	Sunday Gun Hunting	100%	25-Mar	25-Mar
Corporate Services	Clerks/Finance	Heritage Financial Incentive Grant Policy (2025-2026 – implementation in 2027)	10%	25-May	2027
Corporate Services	Clerks	Heritage Plaque Program	100%	25-May	25-Nov
Corporate Services	Clerks/Facilities/Finance/CAO	Recreation and Parks Master Plan Review	0%	26-Mar	27-Dec
Corporate Services	Clerks/Public Works/Finance	Engineering Services RFP	20%	26-Mar	26-Jun
Community Services/HR	All departments	2027-2031 Accessibility Plan	0%	26-Mar	26-Dec



Township of Puslinch 2025/2026 Corporate Work Plan

Department (lead)	Division (collaboration)	Project	Progress	Start	Complete
Corporate Services	Clerks/By-law	Special Event By-law	50%	27-Jan	27-Dec
Fire Services	Fire	Hamilton Health Sciences Medical Oversight Agreement	100%	25-Mar	25-Aug
Fire Services	Fire	Purchase of Diesel Exhaust System	100%	25-May	25-Oct
Fire Services	Fire	Structural FF Gear replacement	100%	25-Jan	25-Jan
Fire Services	Fire/CAO	Fire Master Plan	60%	25-Feb	26-Mar
Fire Services	Fire	Defibrillator Replacement	75%	25-Apr	26-Mar
Fire Services	Fire	Pump 31 Truck Replacement	75%	26-Jan	26-Mar
CAO	CAO/HR	Policy Plus Program: HR Policy Development	100%	25-Jan	25-Oct
CAO	CAO/Clerks/By-law	Shooting Range By-law	75%	2024	25-Dec
CAO	CAO/Clerks/By-law/PW	Speed Study Plan and analysis of Speed Mitigation Strategies (ie. LAS, etc.)	100%	2024	25-Oct
CAO	CAO/Department Heads	Municipal Administration & Operations Facility Reno RFP (design)	25%	25-Jan	26-Mar
CAO	CAO/Finance/PW	Stormwater Perpetual Maintenance By-law	0%	27-Jan	27-Dec
CAO	CAO	Boreham Park Safety Study (2025 completion)	100%	2024	25-May
CAO	CAO/Finance/PW	Comprehensive Linear Infrastructure (CLI) Environmental Compliance Approval (ECA) Application for Municipal Stormwater Management Systems	75%	25-Apr	26-Dec
CAO	CAO/County	RESEDA Employment Land Study	75%	2024	26-Apr
CAO	CAO/County	RESEDA Residential Land Study	75%	25-Jun	26-Apr
CAO	CAO/HR	Policy Plus Program: Training & Development Program	100%	25-Jan	25-Dec
Building	Building	Trax Software implementation	100%	25-Jan	25-Jan
Public Works	Parks	Small Maintenance Tractor Purchase	100%	25-Mar	25-Apr
Public Works	Parks	PCC Senior Soccer Field Chain Link Fence Backstop	100%	25-Apr	25-Apr
Public Works	Facilities	ORC outdoor rink curtain panels – project will commence upon approval of grant funding application.	0%	25-Jul	26-Nov
Public Works	Facilities	Municipal Office HVAC Upgrades (Admin)	100%	25-Jun	25-Dec
Public Works	Facilities	Convert Lighting to LED and Install Motion Sensors (Admin). Staff report back on utilizing LAS to convert remaining halogen bulbs to LED at the PCC as part of the Municipal Operations Centre Renovation	0%	25-Jun	26-Dec
Public Works	Facilities	Accessible Washroom Upgrades (Admin)	0%	25-Jun	26-Dec
Public Works	Facilities	Power Distribution Equipment (Admin)	0%	25-Nov	26-Dec



Township of Puslinch 2025/2026 Corporate Work Plan

Department (lead)	Division (collaboration)	Project	Progress	Start	Complete
Public Works	Facilities/Finance	Window and Door Replacement Program (Admin) including investigation of new rebate opportunities through the provincial retrofit program.	0%	25-Jun	26-Dec
Public Works	Facilities	Replacement of UV Pure Water Treatment System (Admin)	100%	25-Jun	25-Jun
Public Works	Facilities	Diesel Exhaust System (Admin)	0%	25-Jun	26-Dec
Public Works	Facilities/Finance/ CAO	Technical Guidelines for the Energy Conservation and Demand Management Plan (Admin)	0%	25-Sep	26-Dec
Public Works	Facilities	Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment (Admin)	0%	2027	2027
Public Works	Facilities	Building Condition Assessment, Arc Flash Study, Infra-red Scanning of Equipment (ORC & PCC)	0%	2027	2027
Public Works	Facilities	Replacement of UV Pure Water Treatment System (PCC)	100%	25-Apr	25-Apr
Public Works	Facilities/Finance	Window and Door Replacement Program (PCC) including investigation of new rebate opportunities through the provincial retrofit program.	0%	25-Jun	26-Dec
Public Works	Facilities	Rinkboard Replacement (Interior & Exterior) – project will commence upon approval of grant funding application.	100%	25-Mar	25-Dec
Public Works	Facilities	Emergency Generator (PCC) – grant funding recently approved.	50%	25-Apr	25-Dec
Public Works	Facilities/Clerks	Tennis Court Usage Report	100%	25-Apr	25-Oct
Public Works	Facilities/Clerks	Electronic Sign Replacement including investigating funding opportunities	100%	25-Mar	25-Oct
Public Works	Public Works	Hard Surfacing Gravel Roads – Design Costs	95%	25-Nov	26-Mar
Public Works	Public Works	Radar Speed Signs (2)	100%	25-Mar	25-Oct
Public Works	Public Works	Gore Road – Valens Road to Concession 7	100%	25-Jun	25-Sep
Public Works	Public Works	Gore Road - Concession 7 to Lennon Road	100%	25-Jun	25-Sep
Public Works	Public Works	Winer Road - McLean Road to Nicholas Beaver Road	100%	25-Jun	25-Sep
Public Works	Public Works	Puslinch-Flamborough Townline - Leslie Road West to Township Limits	100%	25-Jun	25-Sep
Public Works	Public Works	Concession 1/Leslie Road West - Concession 7 to Highway 6	100%	25-Jun	25-Sep
Public Works	Public Works/Clerks	Concession 1 - Leslie Road West to Highway 6 consultation with the MTO to begin construction in 2026	0%	2026	2027
Public Works	Public Works	Leslie Road West - Victoria Road South to Watson Road South	100%	25-Jun	25-Sep



Township of Puslinch 2025/2026 Corporate Work Plan

Department (lead)	Division (collaboration)	Project	Progress	Start	Complete
Public Works	Public Works	Kerr Crescent SWM (delayed until Perpetual Maintenance By-law is approved)	0%	2027	2027
Public Works	Parks	Badenoch Soccer Shed Replacement	100%	25-Feb	25-May
Public Works	Public Works	Storm Sewer Inspections and Cleaning	0%	26-Jul	26-Jul
Public Works	Public Works	Streetlight and pole arm inspections	0%	26-Jun	26-Jun
Public Works	Public Works	SWM Pond Inspections	100%	25-Aug	25-Aug
Public Works	Public Works	Pickup truck ¾ ton crew cab replacement	100%	25-Apr	25-Jul
Public Works	Public Works	Bridge and Culvert Inspections	100%	25-Apr	25-May
Finance	Finance/Clerks/Building	Parkland Dedication By-law (waiting for regulations to be filed)	10%	25-Jun	26-Dec
Finance	Finance/Clerks	CIP Amendment and Financial Incentives	35%	25-Apr	26-Jun
Finance	All departments	Asset Management Plan and Policy Updates	10%	25-Jun	26-Jun
Finance	All departments	DC Study Amendment	10%	27-Apr	27-Aug
Finance	Finance	2024 Annual Financial Statement Audit	100%	25-Jan	25-May
Finance	Finance	Ontario Regulation 284-09 2025 Budget	100%	25-Feb	25-Feb
Finance	Finance	2024 Balances in Discretionary Reserves and Restricted Reserves	100%	25-Feb	25-Feb
Finance	Finance	2024 Completed Capital Projects	100%	25-Feb	25-Feb
Finance	Finance	2024 Public Sector Salary Disclosure and Issuing of T4's	100%	25-Mar	25-Mar
Finance	All departments	Development of a Donation Policy	100%	2024	25-Mar
Finance	Finance	2024/2025 Canada Community Building Fund Reporting	100%	25-Mar	25-Mar
Finance	Finance	2024/2025 Ontario Community Infrastructure Fund Reporting	100%	25-Feb	25-Apr
Finance	Finance	2025 Interim Tax Levy Rates Report and By-law and 2025 Final Tax Levy Rates Report and By-law (after County sets tax policy)	100%	25-Jan	25-May
Finance	Finance	2024 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.	100%	25-Mar	25-Sep
Finance	Finance/Clerks	2025 Approved Budget and 2026 Proposed Budget - Committee Reports	100%	25-Apr	25-Jun
Finance	Finance	2024 Annual Energy Consumption Reporting	100%	25-May	25-Jun
Finance	Finance	Audit Services RFP	0%	TBD	TBD
Finance	Finance	2024 Annual Reporting to TD Bank	100%	25-Jun	25-Jun



Township of Puslinch 2025/2026 Corporate Work Plan

Department (lead)	Division (collaboration)	Project	Progress	Start	Complete
Finance	Finance	2024 Municipal Performance Measurement and Financial Information Return	100%	25-Jun	25-Oct
Finance	Finance/CAO/HR	2026 Proposed Cost of Living Adjustment	100%	25-Aug	25-Oct
Finance	All departments	2026 Proposed User Fees and Charges	100%	25-Aug	25-Oct
Finance	Finance	2026 Grant Application Program	100%	25-Jul	25-Dec
Finance	All Departments	2026 Proposed Budget Process	50%	25-Jul	26-Feb
Finance	Finance/Clerks/Communications	2025 Engage Puslinch Finance related projects – Proposed User Fees and Charges, Grant Application Program, Proposed Budget	75%	25-Jul	26-Feb
Finance	Finance/CAO	Letter to Province outlining the 2025/2026 Budget Impacts based on Provincial Direction	0%	26-Mar	26-Apr
Finance	Finance	2025/2026 County Annual Grant Applications and Reporting (ie. accessibility, business retention, small water works)	75%	25-Sep	26-Feb
Finance	All Departments	2026 Annual Insurance Renewal	100%	25-Nov	25-Dec
Finance	Finance	2026 Annual Indexing of Development Charges	100%	25-Dec	25-Dec
Finance	All Departments	Procurement Policy amendments	0%	26-Mar	26-Dec
Finance	All Departments	2025 Various Grant Application Submissions and Reporting	75%	25-Mar	26-Mar
Finance	All Departments	2025 Various Procurement Initiatives	75%	25-Mar	26-Mar
Finance	All Departments	2025 Community Improvement Plan Financial Assistance Agreements for Eligible Applicants	75%	25-Mar	26-Mar
Finance	All Departments	Budget Software and Asset Management Software Implementation	50%	25-Mar	26-Dec
Finance	Finance	2025 Quarterly Financial Reports	50%	25-May	26-Mar
Finance	Finance	2025 Extension Agreements for Tax Arrears Payments	75%	25-Mar	26-Mar



TOWNSHIP OF
PUSLINCH
EST. 1850

County Housing Development Fund Application

Township of Puslinch

Proposal #1: Sunrise Therapeutic Riding Centre Residence Expansion

WHERE ADULTS WITH SPECIAL NEEDS WILL LIVE AND WORK WITH DIGNITY AND PURPOSE

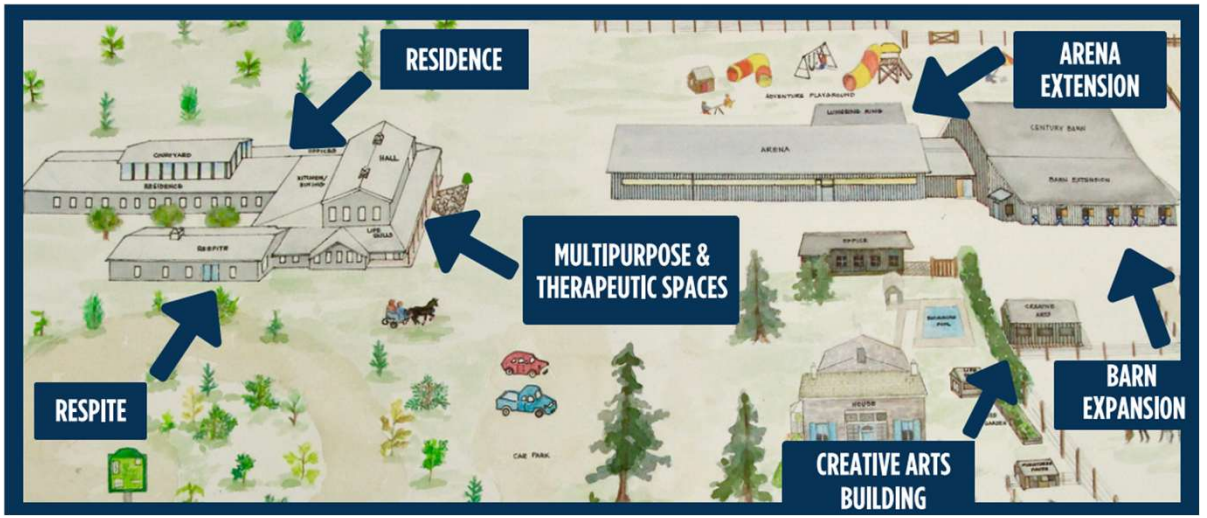
- Canadian registered charity established in 1982
- Operates on a 102-acre farm in Puslinch
- Mission: supporting children & adults with special needs
- Programs include therapy, education, recreation & life skills



TOWNSHIP OF PUSLINCH

Project Summary: Supportive Housing Residence

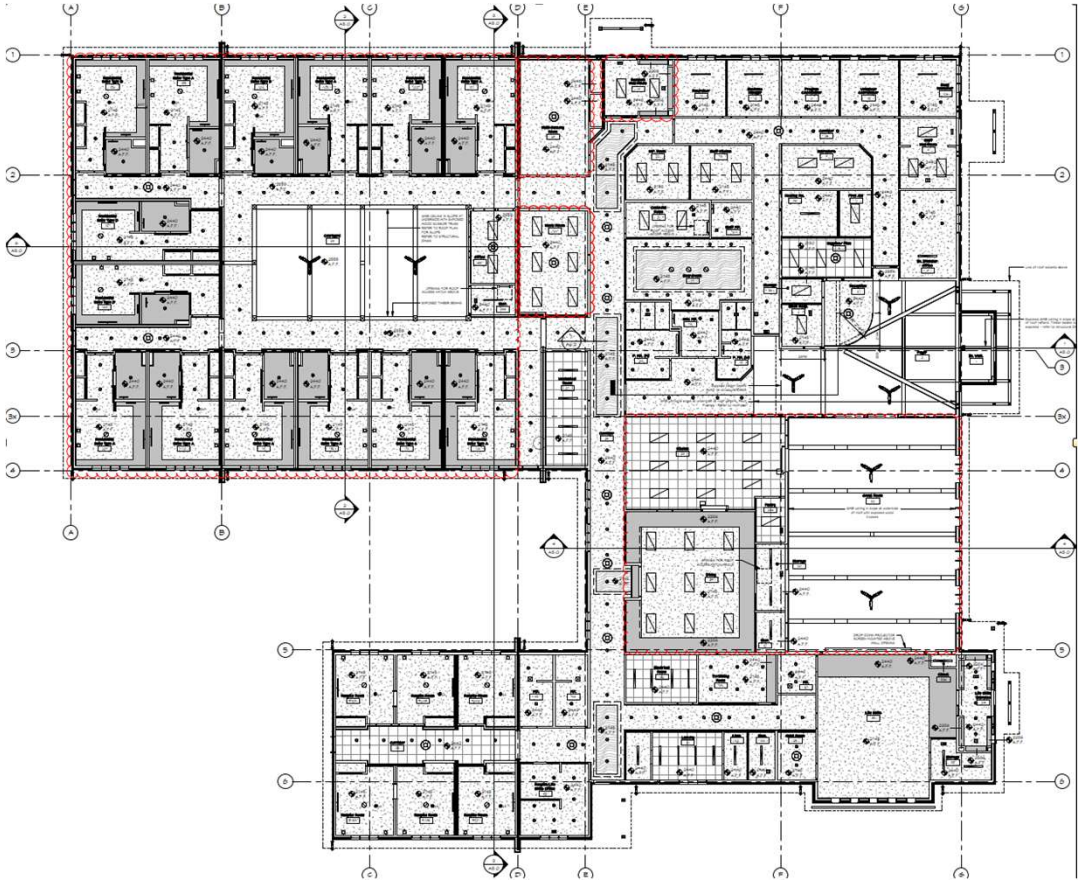
- 14-unit accessible supportive long-term housing residence
- Part of Sunrise's Respite & Residence Village
- Allows residents proximity to therapy, programs & supports



TOWNSHIP OF PUSLINCH

Project Details: Residence & Respite Building

- 25,000 square feet
- 14 units each with full washroom & kitchenette
- Common spaces (full kitchen, dining room, great room, music room, & sensory room)
- Therapy facilities
- Life Skills Program Space
- Support staff spaces
- 6 Respite rooms



TOWNSHIP OF
PUSLINCH
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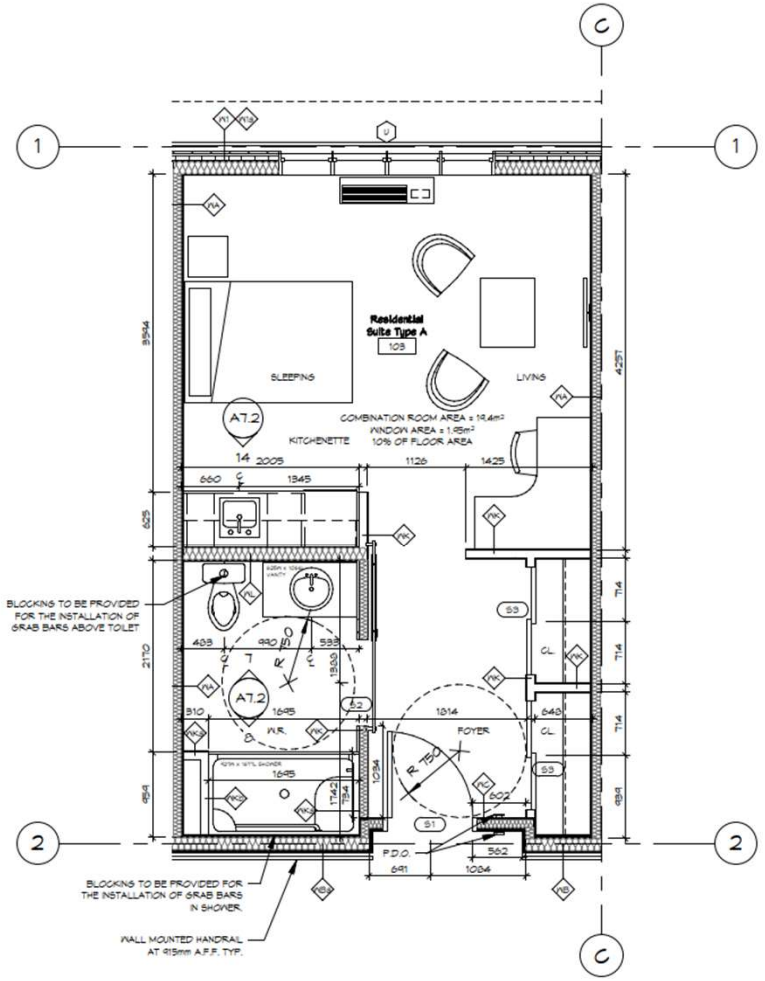
Project Details: Rental Suite A

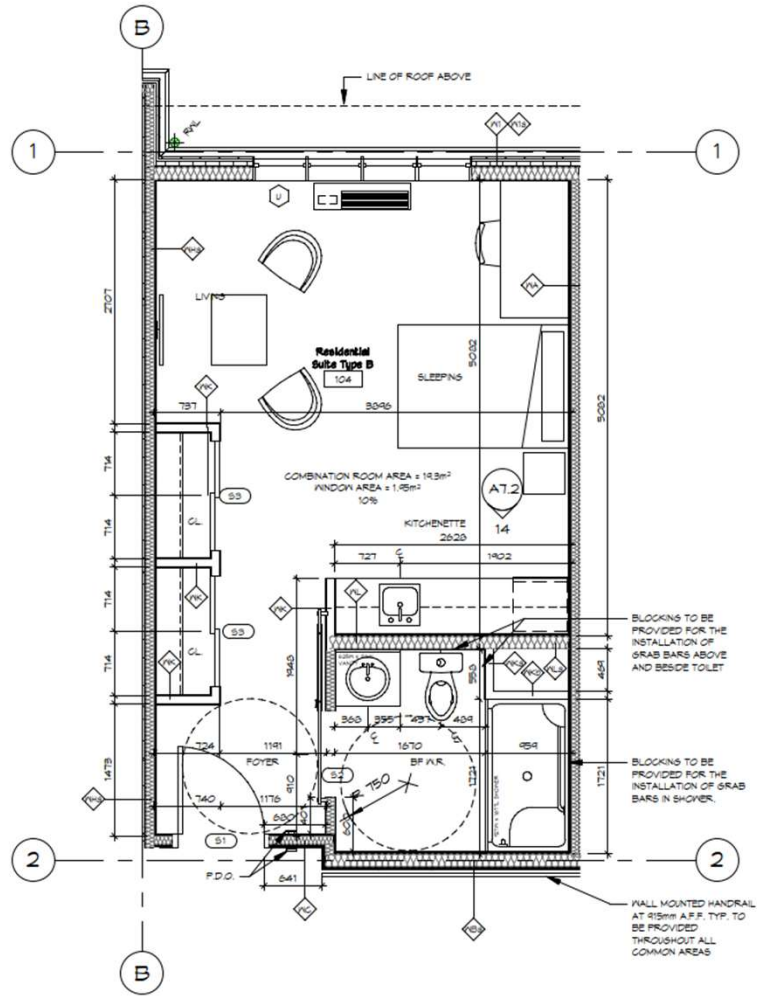
- 210 square feet
- Full washroom & kitchenette
- Bedroom, sitting area, and workstation
- Foyer and closet
- Full access to common areas (full kitchen, dining room, great room, music room, & sensory room)
- Full access to life-skills area



1 / A3.2 Residential Unit A
1 : 50

Project Details: Rental Suite B

- 210 square feet
- Full washroom & kitchenette
- Bedroom, sitting area, and workstation
- Foyer and closet
- Full access to common areas (full kitchen, dining room, great room, music room, & sensory room)
- Full access to life-skills area



2 / A3.2 Residential Unit B
1 : 50

Project Milestones

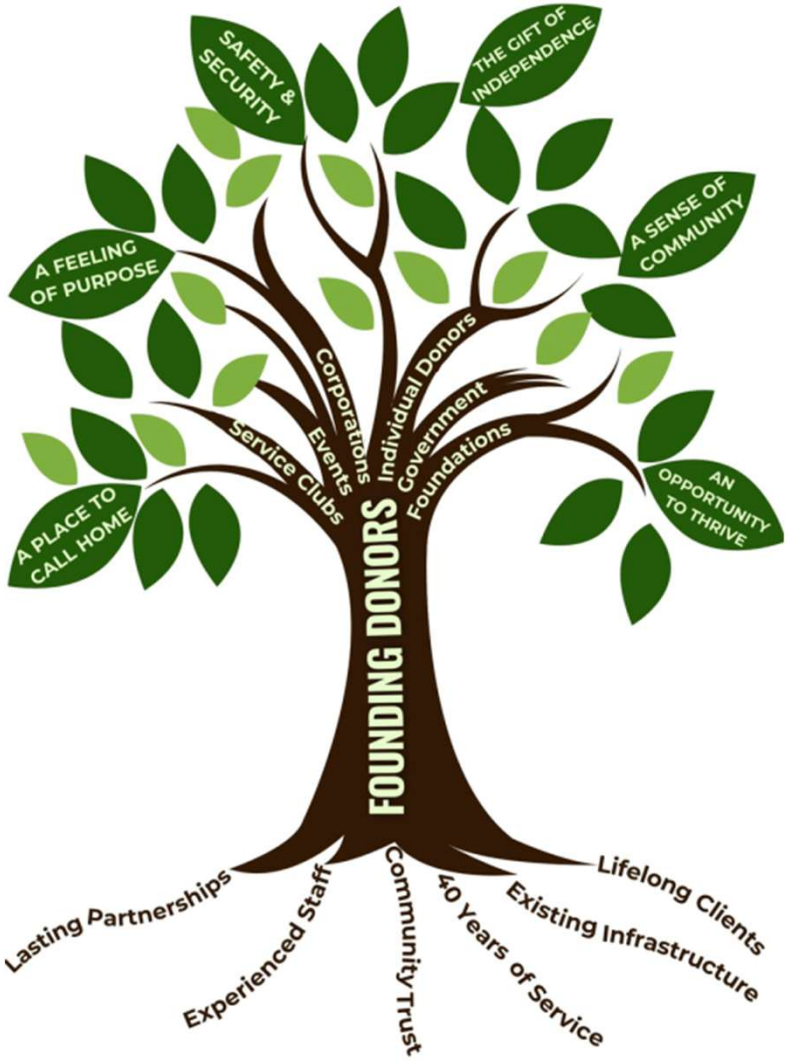
- Site Plan Approval - June 2023
- Building permits submitted - March 2025 (under review)
- Proposed construction start – 2026
- Full funding release - January 2027
- Proposed construction completion – Fall 2028
- Occupancy – Spring 2029



TOWNSHIP OF PUSLINCH EST. 1850

Funding Request

- Phase 1 – $250,000 (Immediate)
- Supports near-term project expenses
- Phase 2 – $550,000 (January 2027)
- Mid-project draw for construction



TOWNSHIP OF PUSLINCH EST. 1850



Proposal #2: Township of Puslinch Additional Residential Unit (ARU) Grant Program

- Supports construction of Additional Residential Units (ARUs)
- Aligns with Provincial legislation and updated Township Zoning By-law
- Promotes gentle, compatible intensification in Puslinch



TOWNSHIP OF
PUSLINCH
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Purpose of the Program

- Provide $10-$15k grants to eligible homeowners
- Offset construction, permitting and servicing costs
- Support gradual, community-aligned housing growth
- Increases local rental housing supply
- Supports affordable, diverse, and multi-generational housing
- Encourages rural-compatible intensification



TOWNSHIP OF
PUSLINCH
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Puslinch Household Income Categories

Income Category	Annual Household Income	Count of Households	% of all Households	Monthly Affordable Shelter Cost (2020 CAD$)
High Income	>= $160,801	1,201	42.07%	>= $4,021
Median Income	$107,200 - $160,800	574	20.11%	$2,680 - $4,020
Moderate Income	$67,000 - $107,200	458	16.05%	$1,675 - $2,680
Low Income	$26,800 - $67,000	558	19.56%	$670 - $1,675
Very Low Income	<= $26,800	63	2.21%	<= $670

*County of Wellington, Housing Services. (2025, June). *Preliminary housing services needs assessment for the Wellington-Guelph Service System Area*. Social Services Department.

TOWNSHIP OF PUSLINCH EST. 1850

Affordability & Target Demographic of Renter

Category	Details
Location & Number of Units	Up to 20 units distributed across existing residential and rural residential lots
Target Demographic of Renters	- Low Income: Rent capped at $1,675 - Moderate Income: Rent capped at $2,680
Type of Accommodation	Long-term rental ARUs: • Detached units • Attached units (e.g., above-garage, addition) • Basement units

TOWNSHIP OF
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Affordability & Target Demographic of Renter

Category	Details
Expected Affordable Rental Rates	- Detached Bachelor / 1-bedroom: Capped at $1,675 - Detached 2–3 bedroom: Capped at $2,680
Term of Affordability for $15k grant	- **Detached Bachelor / 1-bedroom: 10-year term** (based on ~$1,500/year difference between market rent (~$1,800) and affordable rent) → equals $15,000 grant value - **Detached 2–3 bedroom: 7-year term** (based on ~$2,304/year difference between market rent (~$2,872) and affordable rent) → equals ~$15,000 grant value - **Rent set below the affordable rent targets above would be subject to rent caps and the 10-year and 7-year term respectively, based on bedroom count.*

TOWNSHIP OF PUSLINCH EST. 1850

Affordability & Target Demographic of Renter

Category	Details
Expected Affordable Rental Rates	- Attached (above garage, extension, basement) Bachelor / 1-bedroom: Capped at $1,675 - Attached (above garage, extension, basement) 2–3 bedroom: Capped at $2,680
Term of Affordability for $10k grant	- **Attached Bachelor / 1-bedroom: 7-year term** (based on ~$1,500/year difference between market rent (~$1,800) and affordable rent) → equals $10,000 grant value - **Attached 2–3 bedroom: 5-year term** (based on ~$2,304/year difference between market rent (~$2,872) and affordable rent) → equals ~$10,000 grant value - **Rent set below the affordable rent targets above would be subject to rent caps and the 7-year and 5-year term respectively, based on bedroom count.*

TOWNSHIP OF
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ARU Grant Program Eligibility Criteria

Eligibility Criteria

- Unit cannot operate as a Short-Term Rental (prohibited by zoning)
- Must comply with all Township by-laws & policies
- Property taxes and fees must be paid in full
- Must adhere to affordable rent requirements for the full term
- Construction must start within 6 months of building permit issuance (per Building By-law)
- Occupancy permit must be obtained within 2 years of building permit approval
- If the unit is not built, all grant funding to be returned to the Township ARU Grant Program reserve

TOWNSHIP OF
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Funding Request

- Township seeks $200,000 from the County
- Supports creation of up to 20 ARUs
- Leverages municipal program delivery + homeowner investment

Phase 1 – $200,000 (February 2026)

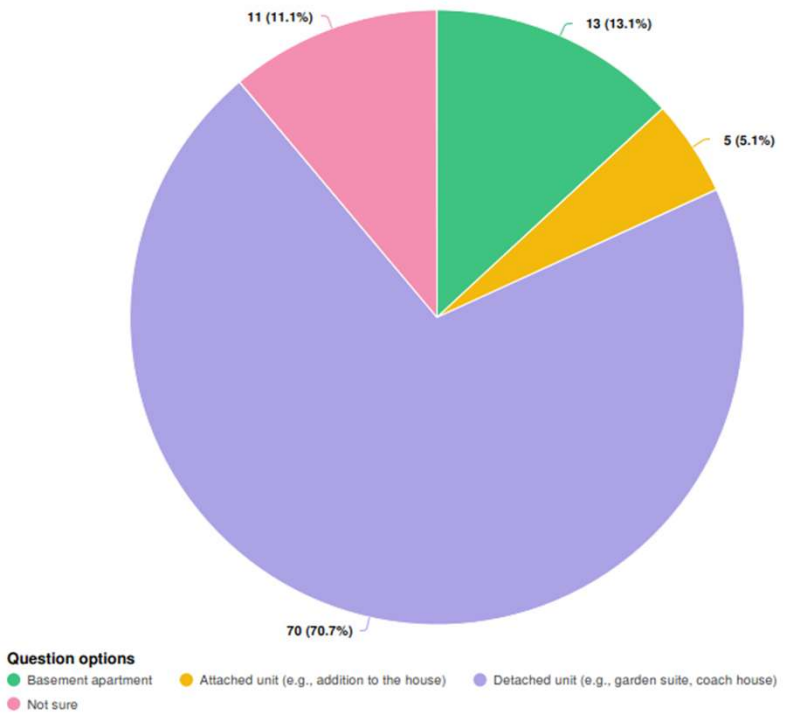
- Supports launch and initial grant distribution



TOWNSHIP OF
PUSLINCH
EST. 1850

Survey Insights: Community Support for ARUs

- 57% of respondents were aware ARUs are permitted
- 92% expressed interest in applying for a grant
- 70% prefer constructing a fully detached ARU
- 13% favour basement units; 5% prefer attached units
- 65% say $15k is the ideal level of support
- Responses align with the cost profile of detached ARUs



TOWNSHIP OF PUSLINCH
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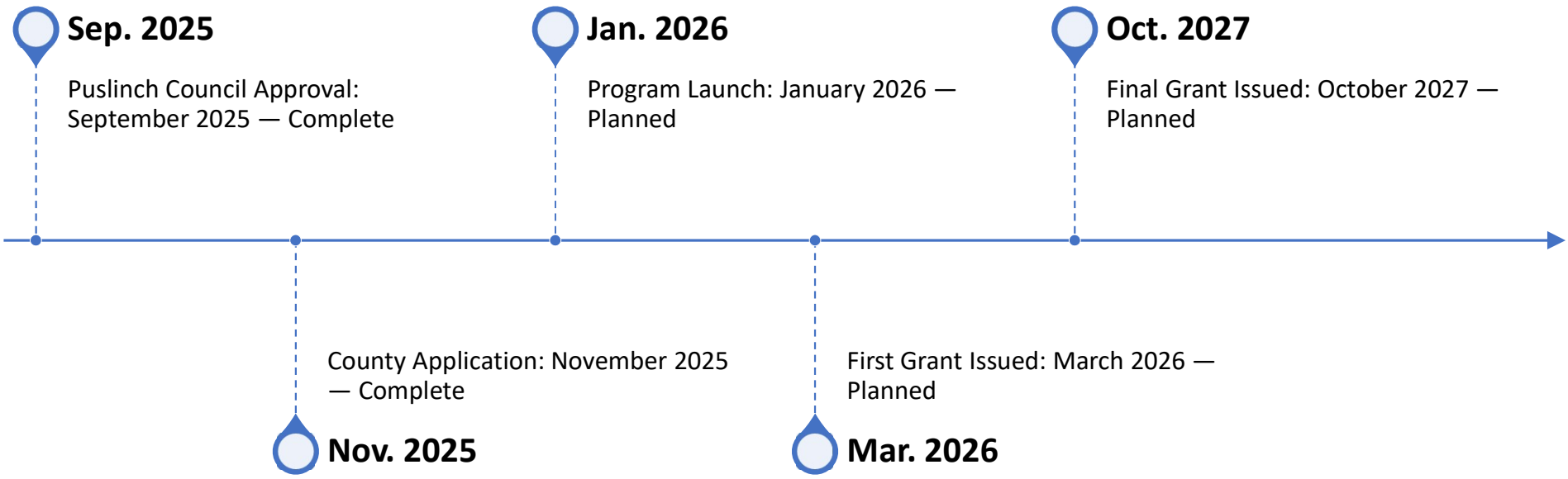
Project Milestones



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Thank you

Township of Puslinch

Policy No. 2025-0XX

Corporate Policy

Date: December 17, 2025 Adopted DATE, 2025

Subject: Additional Residential Unit (ARU) Grant Program

1.0 Purpose

1.1 The purpose of the Additional Residential Unit (ARU) Grant Program ("the Program") is to support the creation of new, long-term Additional Residential Units within the Township of Puslinch in a manner that aligns with provincial legislation, including Bill 23, and the Township's zoning permissions. The Program is intended to encourage gentle, low-impact intensification that respects and preserves Puslinch's rural character while responding to evolving housing needs.

The Program recognizes that ARUs provide important financial and social benefits to residents. For homeowners, particularly first-time buyers facing higher borrowing costs, ARUs can improve housing affordability by enabling supplemental rental income. ARUs also support multi-generational living arrangements by allowing seniors, adult children, or extended family members to live nearby while maintaining independence and privacy. For renters, the Program helps expand the supply of smaller, more affordable rental units, contributing to a more complete range of housing options and supporting the County of Wellington's Housing Continuum.

2.0 Policy Objectives

2.1 Increase the supply of smaller, more affordable rental housing options without the creation of new lots;

2.2 Encourage long-term rental housing that integrates sensitively within existing residential and rural residential neighbourhoods;

2.3 Reduce upfront financial barriers associated with constructing ARUs;

2.4 Support homeowners in adapting their properties to changing family, demographic, and financial needs;

2.5 Strengthen community resilience while maintaining the Township's rural character; and

2.6 Ensure accountability and appropriate use of public funds through clear eligibility requirements and monitoring.

DRAFT

3.0 Program Authority and Alignment

3.1 The Program supports the County of Wellington Housing Development Fund mandate by addressing affordable housing through innovative, locally administered solutions. The Program operates through a partnership model in which the County provides funding, the Township administers the Program, and homeowners construct ARUs.

4.0 Program Funding and Scale

4.1 The Program will launch with funding in the amount of $200,000;

4.2 Funding shall be issued as grants to eligible homeowners, with individual grant amounts ranging from $10,000 to $15,000 per ARU;

4.3 Subject to grant amounts approved, the Program is intended to support the creation of up to 20 Additional Residential Units across the Township.

5.0 Eligible Unit Types

5.1 Eligible ARU types include:

- Detached units;
- Attached units, including above-garage units or additions; and
- Basement apartments.

5.2 All supported ARUs must be intended for long-term residential rental use.

5.3 Short-term rentals are not permitted and are prohibited under the Township's Zoning By-law.

6.0 Target Renter Groups and Affordable Rent Categories

6.1 The Program recognizes three target renter groups based on household income:

- Very Low-Income Category: Rent between $0 and $670 per month. This category often reflects ARUs occupied by family members, particularly seniors or adult children.
- Low-Income Category: Rent capped at $1,675 per month.
- Moderate-Income Category: Rent capped at $2,680 per month.

6.2 These rent limits reflect what can realistically be achieved through private-sector ARU development given construction costs and local market conditions.

DRAFT

6.3 Affordable rental rates are linked to unit size:

- Bachelor and one-bedroom units: maximum rent of $1,675 per month.
- Two- and three-bedroom units: maximum rent of $2,680 per month.

6.4 Rent caps are based on the CMHC affordability framework and the Preliminary Housing Services Needs Assessment for the Wellington–Guelph Service System Area.

7.0 Grant Amounts and Affordability Periods

7.1 Grant amounts shall be determined by the Township based on unit type, size, and available funding, to a maximum of $15,000 per ARU. Detached ARUs may be eligible for grants of up to $15,000, while attached ARUs, including basement apartments, units above an existing garage, or units located within the main dwelling, may be eligible for grants of up to $10,000.

7.2 The required affordability period shall be tied directly to the grant amount, unit type, and unit size:

- A $15,000 grant for a detached bachelor or one-bedroom unit shall require a minimum affordability period of 10 years.
- A $15,000 grant for a detached two- or three-bedroom unit shall require a minimum affordability period of 7 years.
- A $10,000 grant for an attached one-bedroom unit shall require a minimum affordability period of 7 years.
- A $10,000 grant for an attached two- or three-bedroom unit shall require a minimum affordability period of 5 years.

7.3 These affordability periods reflect the estimated annual differential between market rent and capped affordable rent for each unit type.

8.0 Eligibility Criteria

8.1 The property must comply with all applicable Township by-laws, including zoning and building code requirements;

8.2 All property taxes, fees, and other municipal charges must be paid in full;

8.3 The ARU shall not be used as a short-term rental;

8.4 The homeowner must agree to maintain the approved affordable rent for the full term of the affordability in accordance with the formal grant agreement; and

8.5 The homeowner must enter into a formal grant agreement with the Township.

DRAFT

9.0 Application and Approval Process

9.1 The Township shall establish an application process and intake period for the Program (March 2026 to September 2027).

9.2 Applications shall be evaluated based on eligibility, readiness to proceed, and alignment with Program objectives.

9.3 Grant funding shall be issued upon building permit approval, providing upfront financial support and reducing early financial barriers to construction.

10.0 Grant Agreement and Conditions

10.1 Each approved grant shall be governed by a formal agreement between the homeowner and the Township.

10.2 The agreement shall outline, at a minimum:

- The approved grant amount;
- The required affordability period;
- Maximum permitted rent;
- Prohibition on short-term rental use;
- Construction and occupancy timelines; and
- Reporting and compliance requirements.

11.0 Construction and Occupancy Requirements

11.1 Construction must commence within six (6) months of building permit issuance.

11.2 The ARU must reach occupancy within two (2) years of permit issuance, consistent with the Township's Building By-law.

12.0 Monitoring, Compliance, and Administration

12.1 The Township shall administer the Program and monitor compliance through standard building inspections, administrative oversight, and ongoing monitoring of rental affordability requirements.

12.2 As a condition of the grant agreement, homeowners shall be required to demonstrate compliance with the approved maximum rent throughout the affordability period. This may include, but is not limited to:

- Submission of an initial lease or occupancy agreement confirming the approved rent at the time of first occupancy;

DRAFT

- Annual owner declarations confirming that rent charged does not exceed the maximum permitted under the agreement;
- Other reasonable documentation upon request by the Township; and
- Written confirmation where the ARU is occupied by a family member at $0 or reduced rent.

12.3 The Township may conduct periodic audits or reviews of participating properties during the affordability period to confirm compliance with rent limits and program conditions.

12.4 Homeowners shall be required to notify the Township of any change in tenancy or rent during the affordability period.

12.5 Failure to comply with the affordability requirements or other terms of the grant agreement may result in enforcement actions, including repayment of all or a portion of the grant, in accordance with the terms of the agreement.

13.0 Program Reporting and Review

13.1 Township staff shall report to Council on Program uptake, unit creation, and outcomes, as required.

13.2 The Program may be reviewed and adjusted based on funding availability, demand, and Council direction.

DRAFT

REPORT COR-2025-066

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Director of Corporate Services /Municipal Clerk

PRESENTED BY: Justine Brotherston, Director of Corporate Services /Municipal Clerk

MEETING DATE: December 17, 2025

SUBJECT: Reporting Out from Council Direction Update

RECOMMENDATION

That Report COR-2025-066 entitled Reporting Out from Council Direction Update be received for information; and,

That Council direct staff submit Schedule "A" on behalf of Council response to ERO Posting 025-1257 as [presented/amended]; and,

That Council direct staff to submit the comments in Note 2 to the City of Guelph for their consideration in response to the Notice of Complete Application and Public Information Meeting Hanlon Creek Business Park Phase 3 as [presented/amended].

Purpose

The purpose of this report is to provide Council with a number of updates in respect to previous Council direction to staff.

Background

Agenda Item	Council Direction	Update
6.29 ERO Posting 025-1257 – Consolidating Ontario's Conservation Authorities Proposal	Council directed staff to report back with draft comments for Council's consideration with respect to ERO 025-1257.	Refer to **"Schedule A"**

CAO-2025-003 AMO 2025 Conference Debrief	Council directed staff to report back following the meeting with MTO regarding the next phase of Highway 6 and 401 Improvements.	Refer to "**Note 1**" and **"Schedule B"**
10.3 ERO Posting 025-1060 Accelerating and improving protections for Ontario's drinking water sources & 025-1104 Regulatory changes for accelerating and improving protections for Ontario's drinking water sources	Source Water Protection advised Council at the October 29, 2025 Council meeting that it would provide for Council's information the comments that it was submitted to ERO 025-1104.	Refer to "**Schedule C**"
Notice of Complete Application and Public Information Meeting Hanlon Creek Business Park Phase 3	The Township has received a notice from the City of Guelph regarding a Notice of Complete Application and Public Information Meeting for a Zoning By-law Amendment for the Hanlon Creek Business Park Phase 3.	Refer to "**Note 2**" and "**Schedule D**"
6.6 AMO Policy Update - Speed Camera Legislation, First Time Home HST Relief, Homelessness Research and Energy Advocacy	Council directed staff to report back on appropriate speed mitigation measures between the roundabouts on Brock Road to reduce speeds such as raising existing sidewalks, additional traffic lights, speed bumps, new raised crosswalks, etc. at a future Council meeting and that staff investigate the road eligibility criteria to receive support.	Refer to "**Note 3**"
10.5 Ministry of the Environment, Conservation and Parks notice of issuance of Permits to Take Water Numbers 7383-DLVR8W and 4657-DLVP7F to White Wolf Property Management Inc.	Council directed staff to inquire with the MECP PTTW Approval authority whether permits are typically transferred/approved where there is no water taking use at the site.	Refer to "**Schedule E**"

Note 1 – CAO-2025-003 AMO 2025 Conference Debrief

On October 23, 2025 Staff attended a meeting with the Ministry of Transportation (MTO) regarding Phase 3 of the Highway 6 and 401 Improvements. Attached as Schedule "A" to this report is the information that the MTO is sharing publicly at this time regarding the project. As noted in the presentation the key milestones for Phase 3 are as follows:

- Public Information Centre to take place in Winter 2025/2026
- TESR Submission (Spring/Summer 2026)
- Detail Design Completion (December 2026)
- Construction is anticipated to begin in 2027 and last for two years.

At the October 29, 2025 Council Meeting, Council directed staff to request a delegation from the MTO to Council with respect to the Phase 3 Construction Project and staff are in the process of engaging the MTO on this request.

Note 2 – Notice of Complete Application and Public Information Meeting Hanlon Creek Business Park Phase 3

On November 19, 2025 the Township received the Notice of Complete Application and Public Meeting for the Hanlon Creek Business Park Zoning By-law Amendment. As noted in Schedule D the purpose of the application is for a proposed housekeeping Official Plan and Zoning By-law Amendment to correct the site's Official Plan designation and Zoning in the Hanlon Creek Business Park, Phase 3 draft subdivision plan. The Zoning By-law Amendment and the Official Plan Amendment affect Blocks 62, 63, and 64. The Zoning By-law Amendment proposes to redesignate three blocks in the draft subdivision plan from Natural Heritage System to Open Space. The Official Plan Amendment will redesignate the three blocks to Parks and Open Space. The affected blocks are intended for Stormwater Management infrastructure in the draft subdivision plan.
The application also proposes to create a new block, Block 33a, which will be used for a future City well site. An extension of the draft subdivision until November 2029 is also proposed.

Township staff circulated the application to the Township's Hydrogeologist and Wellington Source Water Protection for an initial review and received the following comments for Council's consideration for submission to the City of Guelph:

Hydrogeologist Comments

1. *City Supply Well Block (33a):*

- *As this amendment is administrative in nature, I have no technical comments from a hydrogeological perspective. The new supply well is currently under study through the ongoing Environmental Assessment, which we continue to monitor as part of our regular bi-monthly meetings and additional sessions convened by the City.*

2. *Draft Plan Extension:*
   - *I would defer to a planner for clarification.*
3. *Redesignation from Natural Heritage System to Open Space:*
   - *Three blocks are proposed to be redesignated from the **Natural Heritage System (NHS)** to **Open Space** to accommodate stormwater management infrastructure. I have concerns that this redesignation would remove existing protections for wetlands or sensitive habitat features and would defer to a planner for confirmation.*
   - *Disturbance to wetland features is generally discouraged in land development to preserve ecological function. Altering the hydrological function of these areas may adversely impact wildlife. While I cannot provide ecological comments, I am aware that turtles and amphibians are present in these local areas.*
   - *For reference, I have included a screenshot of the current **Ontario Ministry of Natural Resources natural heritage mapping**, which identifies these areas as **Provincially Significant Wetland** (blue shaded; matching up to Block 62)) and **unevaluated wetlands** (blue hatching, unshaded; matching up to Block 64).*



Wellington Source Water Comments

1. *City Supply Well Block (33s)*
   - *No concerns*
2. *Draft Plan Extension*
   - *Defer comments to the Township's Planning Consultant*
3. *Natural Heritage to Open Space*
   - *Defer comments to the Township's Planning Consultant, however, it is Source Water Staff's understanding that these blocks were originally designated / zoned Open Space and were mistakenly designated / zoned Natural Heritage in a broader update. This amendment is to switch the designation / zoning back to what was originally approved. Staff do not have a concern with this assuming that the concerns the Township Hydrogeologist notes have been adequately addressed in the previous approval.*

Costs associated with the review of this application cannot be recovered. Staff are seeking directions from Council to submit the aforementioned comments to the City of Guelph for their consideration, and further, if Council would like the Township's Planning Consultant to review the application and provide comments on behalf of the Township to be submitted to the City.

Note 3 – 6.6 AMO Policy Update - Speed Camera Legislation, First Time Home HST Relief, Homelessness Research and Energy Advocacy

The Province has announced the new Road Safety Initiatives Fund which will provide $210 million in one-time provincial funding to implement traffic-calming measures including speed bumps and cushions, roundabouts, raised cross walks and curb extensions, enhanced signage and increased police enforcement in municipalities which previously had speed cameras.

$42 million of the funding was provided as immediate funding to municipalities that had speed enforcement cameras and the remainder of the $168 million will be allocated through an application process which is expected to open in early 2026. Municipalities will be able to submit applications outlining safety improvements they intend to build, along with construction timelines and expected benefits.

Staff recommend that Council direct staff to submit the following traffic calming measures to be considered by the County of Wellington on Brock Road between the round abouts to reduce speeds:

1) Raised Crosswalk at Old Brock Road

2) Convert Brock Road to one lane in either direction with a centre turn lane
3) Add on-street parking
4) Install permanent radar feedback signs

Financial Implications

As noted throughout the report.

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

Schedule "A" – Draft Comments regarding ERO 025-1257
Schedule "B" – Phase 3 Highway 6 and 401 Improvements Next Steps
Schedule "C" – Wellington Source Water Protection Comments ERO Posting 025-1104
Schedule "D" – Notice Complete Application Public Meeting-Hanlon Creek Business Park Phase 3
Schedule "E" – MECP Response to PTTW Letter to Township of Puslinch

Respectfully submitted,	**Reviewed by,**
Justine Brotherston, **Director of Corporate Services/Municipal Clerk**	**Courtenay Hoytfox,** **CAO**

Schedule A - Draft Comments Regarding ERO 025-1257

The Council of the Township of Puslinch appreciates the opportunity to comment on ERO Posting 025-1257 regarding the proposed restructuring of Ontario's Conservation Authorities (CAs) into seven regional entities under a new Ontario Provincial Conservation Agency. As a rural municipality that has long relied on watershed-based conservation governance, Puslinch has significant concerns about the implications of this restructuring for local accountability, funding fairness, and service delivery.

Municipalities currently fund a substantial portion of Conservation Authority operations. The proposal shifts governance and oversight to the Province but does not clarify how municipal levies or cost-sharing or the distribution of existing reserves will be determined under the new model. If Conservation Authorities are to operate under provincial direction, it is neither appropriate nor equitable for municipalities, particularly small rural ones with constrained tax bases, to continue bearing major financial responsibility without corresponding authority over priorities or decision-making. Without clarity on the future levy structure, municipalities cannot assess the impact of this proposal or plan responsibly.

Council is also concerned that consolidating 36 CAs into seven large regional bodies will diminish meaningful representation for rural communities. Rural watershed issues differ fundamentally from those in large urban centres, and it is unclear how local needs, land-use conditions, and environmental realities will be reflected within regional governance structures. Municipalities may have limited ability to influence decisions that directly affect natural hazard management, source water protection, or rural land-use issues within their boundaries.

Local Conservation Authorities have built decades of watershed specific expertise, with deep knowledge of hydrology, groundwater systems, natural hazards, and rural land-use patterns. Consolidation risks reducing local staffing, eliminating local offices, and weakening the responsiveness that municipalities rely upon for permitting, enforcement, monitoring, and stewardship programming. Larger regional bodies may struggle to provide timely and context-specific services and may erode local knowledge that is essential to informed decision making.

The Township is further concerned that the proposal weakens direct accountability. Under the current model, municipal representatives sitting on CA boards are accountable to their councils and residents for levy decisions and program priorities. Under a provincially governed structure, that clear accountability link becomes far more distant. The Province has not explained how

local input will be incorporated, how local priorities will be weighed, or how rural municipalities will be assured a meaningful voice in decisions that affect their residents and natural systems. Finally, the proposal lacks detail on transition costs, the consolidation of policies and systems, long term service levels, and future financial obligations for municipalities. Before any restructuring proceeds, municipalities require a transparent transition plan that addresses staffing, administrative integration, and impacts on frontline service delivery.

For these reasons, the Township of Puslinch recommends that the Province first clarify the future municipal levy model; guarantee meaningful representation for rural municipalities; protect local watershed expertise and local service delivery capacity; preserve flexibility for watershed specific decision making; and undertake robust consultation with all affected municipalities. The Township also requests that the Province develop and release a detailed transition plan, including financial impacts and timelines, before any structural changes are implemented.

Until such clarity and assurances are provided, the Council of the Township of Puslinch does not support the restructuring as proposed. Council thanks the Province for considering the perspectives of rural municipalities and would welcome ongoing dialogue to ensure that efficiency gains do not come at the cost of accountability, watershed stewardship, or fairness for local governments.

Highway 6 and 401 Improvements from Hamilton North Limits to Guelph South Limits G.W.P. 3042-14-00

Phase 3

Highway 401 & Highway 6/Brock Road South Interim Interchange Improvements Preliminary Design and Class Environmental Assessment
(G.W.P. 3041-23-00)

Municipal Summary

October 30, 2025



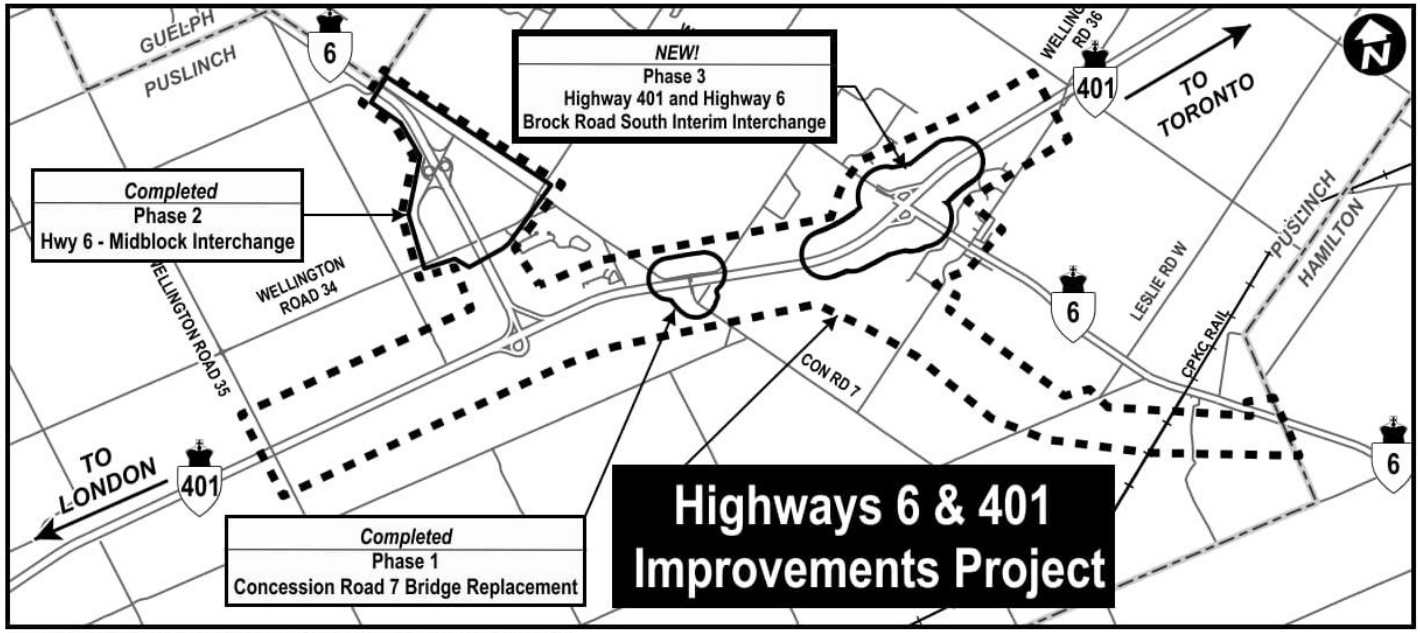






Project Introduction and Study Area

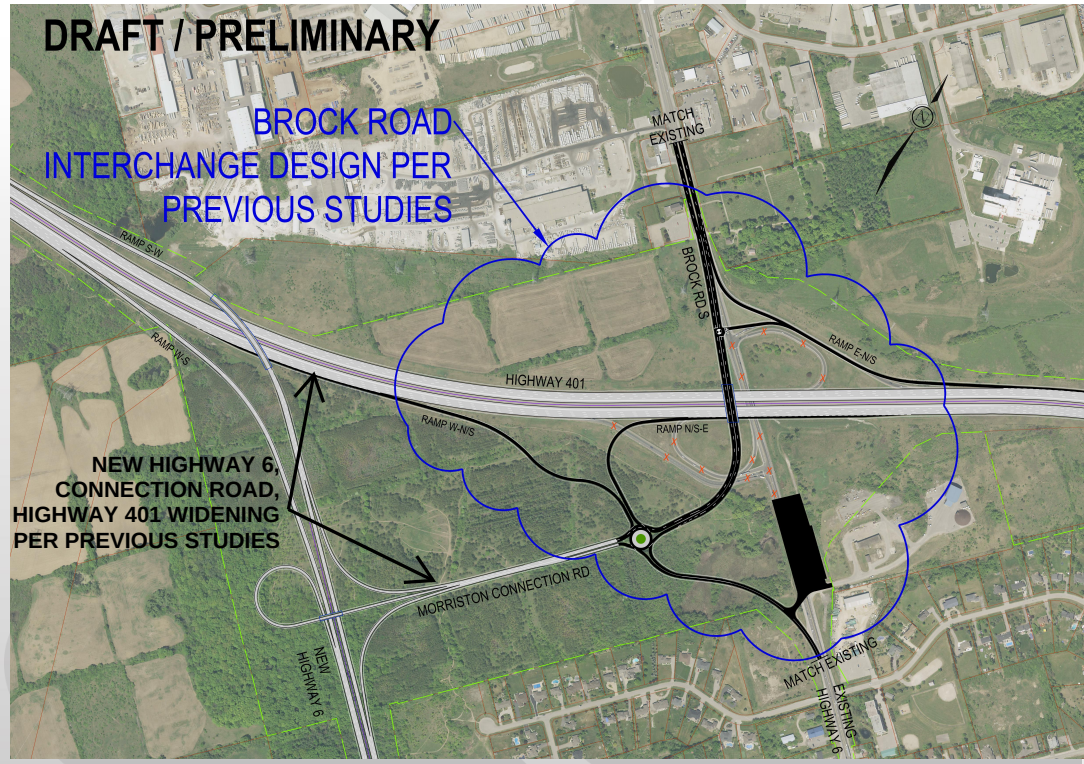
- The Ontario Ministry of Transportation (MTO) is moving forward with Phase 3 of Highways 6 and 401 Improvements from Hamilton north limits to Guelph south limits (G.W.P. 3042-14-00).
- Phase 3 includes the Environmental Assessment, Design and Construction of the Highway 401 and Highway 6/Brock Road South Interim Interchange Improvements.
- The **Highway 401 & Highway 6/Brock Road South Interim Interchange Improvements (The Project)** will build on the findings of GWP 8-00-00, which identified the ultimate configuration of the interchange.
- The Project limits are within the Township of Puslinch, Wellington County.



Study Objectives

The Brock Road Underpass is approaching the end of its service life and requires replacement.

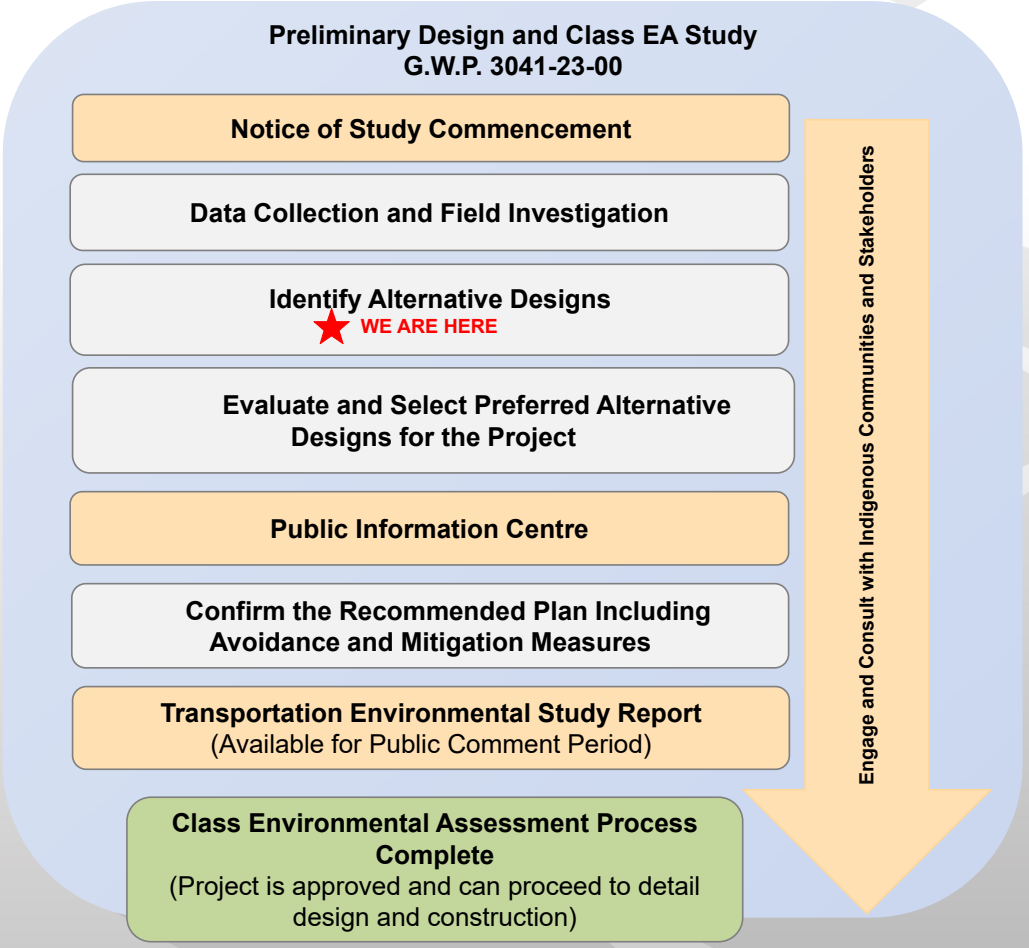
- The Project will address the required bridge replacement and examine interim improvements to the Highway 401 and Highway 6/Brock Road South Interchange that will:
  - Tie into the existing Highway 6 / Brock Road alignment
  - Be compatible with the future Highway 6 realignment and other related improvements
- As part of these interim improvements, The Project will also review opportunities for improved geometrics and traffic operations while minimizing impacts to environmentally sensitive features



Study Process and Scope

- The Project is following the approved planning process for a Group ‘B’ project in accordance with the Class Environmental Assessment for Provincial Transportation Facilities and Municipal Expressways (2024).

- The preferred alternative and the associated impacts and mitigation will be included in a Transportation Environmental Study Report.



Overview of Environmental Studies

The Environmental studies being completed for the Environmental Assessment and to inform design include, but are not limited to:

- Fish and Fish Habitat
- Terrestrial Ecosystems
- Traffic Noise
- Land Use
- Built Heritage and Cultural Heritage Landscapes
- Archaeology
- Air Quality
- Groundwater
- Surface Water
- Soil Management

The environmental fieldwork and existing conditions reporting for this area was recently completed as part of the overall Highways 6 and 401 Improvements Project. As such, this reporting will be utilized for the advance contract where feasible.

Brock Road Interchange Interim Improvements

As part of development of Phase 3 improvements, the following will be considered:

- Replacement of the Brock Road underpass structure on a new alignment
- Reconfiguration of the Highway 401 interchange at Brock Road
  - Provide compatibility with future plans (Highway 401 widening, new Alignment of Highway 6, and associated interchanges)
  - Provide geometric and operational improvements (operations of the existing interchange configuration are expected to continue to deteriorate)
- Improvements to the Brock Road carpool lot
- Drainage and stormwater management
- Illumination
- Active transportation needs
- Landscaping
- Utility relocations
- Signage
- Construction staging and detours

Evaluation Criteria

- The Project Team will use the evaluation criteria to assess the design alternatives for the Highway 401 and Brock Road/Highway 6 interim interchange

Evaluation Component	Evaluation Criteria
Transportation and Cost Considerations	•Traffic Operations and Safety •Geometrics •Constructability •Cost •Utility Impacts
Natural Environments	Impacts To: •Terrestrial Environment (i.e., wildlife habitat, woodlots, and wetlands) •Species at Risk •Fish and Fish Habitat •Groundwater •Surface Water
Socio-Economic Environments	Impacts To: •Land Use •Traffic Noise •Air Quality
Cultural Environments	Impacts to: •Archeological Resources •Built Heritage and Cultural Heritage Landscapes

Key Milestones

- Public Information Centre (Winter 2025 / 2026)
- TESR Submission (Spring/Summer 2026)
- Detail Design Completion (Dec 2026)
- Construction is anticipated to begin in 2027 and last for two years.

Next Steps

- Finalize evaluation criteria
- Assessment and evaluation of alternatives to select the Preferred Alternative
- Preparation for Public Information Centre including undertaking pre-PIC municipal meeting
- Host virtual Public Information Centre

Consultation with Indigenous Communities, the public, stakeholders, municipalities, and government agencies will continue throughout the Study.

December 3, 2025

Public Input Coordinator – Source Protection
Conservation and Source Protection Branch
Ontario Ministry of the Environment, Conservation and Parks
300 Water Street, North Tower, 5th Floor
Peterborough, ON
K9J 3C7

RE: ERO Posting 025-1104 – Regulatory changes for accelerating and improving protections for Ontario's drinking water sources

Thank you for the opportunity to comment on the above referenced postings related to the Clean Water Act and implementation of the source protection program. Please find below staff comments from Wellington Source Water Protection. Wellington Source Water Protection is a municipal partnership of the seven local municipalities and the County within the County of Wellington and staff are municipal employees and the appointed Risk Management Official / Inspectors for the County municipalities. In preparing these comments, staff attended Ministry or Conservation Authority led presentations and discussions related to this posting and the related posting, ERO 025-1060 that is now closed.

Please find our comments below for your consideration:

Comments

1. Staff strongly support streamlining the Source Protection Plan amendment process as outlined in the posting related to expanded use of Section 51, proposed ability for Source Protection Authority Approval and clarified scope and 120 day timelines for Minister approval. All of these proposed changes will accelerate the Source Protection Plan amendment process and support growth.

2. In addition to the proposed examples to be added under Section 51 or under the Source Protection Authority Approval, the Ministry should consider also adding the following. We would be supportive of these scenarios being allowed to provide water to residents without a restriction on the Municipal Drinking Water Licence. Please note that our municipalities have specific examples for comments 2 a) through d) and would be pleased to share those for illustration purposes.

    a. Added to Section 51, mapping updates related to impervious surface, managed lands and livestock density analysis. Certain chemical significant drinking water threats are tied to these maps and these maps

are based on GIS analysis that becomes stale dated quickly due to air photo updates and landscape changes. A quicker process would be beneficial to update this mapping to allow regulation of significant drinking water threats on the landscape. For example, impervious surface often changes quickly as buildings and roads are built, however, some approved Assessment Report impervious surface mapping is based on air photos from over ten years ago.

b. Add to Section 51, replacement wells or intakes. We support the proposed changes, however, suggest that it be broadened to also include wells or intakes within source protection plans that do not reflect the most recent technical rules. Often our fastest growing municipalities are within Source Protection Regions that have the largest and most complex Source Protection Plans to update (ie CTC, Grand River). The current Section 36 process and future update process to reflect future technical rule changes take years. Water being distributed to residents should not be held up for a replacement well or intake that happens to be located in a more complex Source Protection Plan. The remaining of the municipal system is still being protected under the previous technical rules and a slight change in mapped vulnerable areas for a replacement well should not result in years of delay to bring that replacement well online.

c. Add to Section 51,back-up wells or intakes. The proposed changes, including our recommendation above, should also apply to back-up wells or intakes that are being installed. Back-up wells or intakes are similar to replacement wells or intakes as they are often located in close proximity to the original wells or intakes and result in slight changes to the mapped vulnerable areas. It is our experience that, similar to replacement wells or intakes, back-up wells or intakes can be installed in locations that do not generate new significant drinking water threat activities and result in a slight change to the mapped vulnerable areas. We have experienced back-up wells delayed for years to come online as they are required to go through the same Source Protection Plan amendment process as a new well in a new location.

d. Add to Source Protection Authority Approval, new or replacement Wells within existing wellfields. The Ministry should consider whether a new or replacement well that is being located within an existing wellfield and therefore within existing wellhead protection areas for other wells could be approved locally. Since these wells are being installed in already approved wellhead protection areas most of the significant drinking water threats have already been notified and may already be managed, whether through risk management plans or other policies. Often the changes resulting from these new wells is the addition of a WHPA-A and the moving of the boundary of the WHPA-B, C and D. In an urban environment, the significant drinking water threats in a WHPA-A are often

limited (ie winter maintenance related via risk management plan and liquid fuel or sewage covered by prescribed instruments). In an urban environment, significant drinking water threats in WHPA-B and C are DNAPL related and significant whether they are in a WHPA-B or C, therefore, a boundary change between these WHPAs does not affect the significant drinking water threat enumeration.

e. Add to Section 51 and Source Protection Authority Approval, Director approval. The Ministry should consider providing the Director of the Conservation and Source Protection Branch to review and approve additions to the allowed scenarios under both Section 51 and Source Protection Authority Approval for scenarios not considered or thought of at this time. A process could be put in place to ensure proper review, however, it is likely there will be other scenarios that come up during implementation that are not thought of currently. This flexibility will help to future proof the program.

3. Clear guidance from the Ministry is needed on what scenarios and criteria are acceptable for local Source Protection Authority Approval to ensure the process is implemented consistently and efficiently across the Province.

4. Based on discussion, it is our understanding that the proposed limitation on the use of Part IV policies only applies where prescribed instruments are used. Therefore, existing use of Part IV policies for prescribed instrument exempt sewage (storm water) and waste (waste generating facilities) will be allowed to continue. If that is the case, we support that approach. If the existing use of Part IV policies for these subthreats is being limited then there are concerns including that in force risk management plans will need to be modified or revoked.

5. Clarification is needed on whether Part IV Prohibition policies are allowed to remain in Source Protection Plans when a similar prescribed instrument prohibition policy may be removed under this proposal. The example is for manure application under both Part IV and Nutrient Management Plans.

6. The proposed change to clarify the review of Nutrient Management Plans is welcome and supported.

7. With the proposed standardization of prescribed instrument policies, we encourage the Provincial Ministries to ensure there is a source protection requirements section and rationale in the prescribed instrument and a clear statement of conformity. The Consolidated Linear Infrastructure – Environmental Compliance Approvals and the Municipal Drinking Water Licences are good examples of this.

8. We note that the Section 61 exemption under the general regulation would benefit from the addition of a notice issued by the Risk Management Official acknowledging acceptance or receipt of the prescribed instrument exemption notice from the applicant. This regulation section is unique as it appears to be the only section that has a notice being issued by an applicant to the Risk Management Official and not vice versa. In our experience, this causes an administrative problem in completing the exemption process and serving the Risk Management Official's decision as it is not a notice under the Clean Water Act.

9. It is unclear from the proposal how the consolidation of conservation authority boards affects the Source Protection Authority Boards and Source Protection Committees as currently required under the Clean Water Act. It is also is unclear how the consolidation will impact timelines for Section 34 and 36 amendments that are already in progress with the current Source Protection Authorities, their Boards and the Source Protection Committees and the transfer payment agreements required for the Source Protection Authority work to continue.

10. Although not directly consulted on in this posting, an update is needed to the electronic service methods in the Service Regulation as they are currently cumbersome and unusable in most situations as they require the recipient to confirm receipt.

11. Ontario Regulation 287/07 Section 62 should reference Condominium Act plans of condominium as this is a common development application that is reviewed and commented on during development reviews and the Section 59 process.

Thank you for this opportunity to comment on these ERO proposals. Please do not hesitate to contact the undersigned for further information.

Regards,



Kyle Davis
Risk Management Official
kdavis@centrewellington.ca
519-846-9691 ext 362

Notice of Complete Application and Public Meeting for a Proposed Zoning By-law Amendment and Decision

Subject Lands:

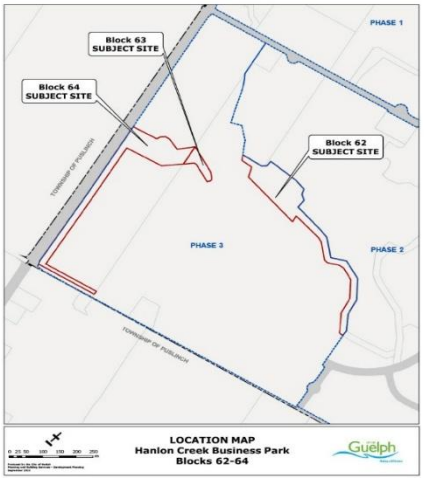
Hanlon Creek Business Park, Phase 3

File No.: OZS25-020

Public Meeting:

Tuesday, December 9, 2025, 6:00 p.m. This is a hybrid City Council meeting that can be watched online at guelph.ca/live or in-person in the Council Chambers at Guelph City Hall, 1 Carden Street, Guelph, Ontario.

Key Map:



Application Details:

A complete application for a housekeeping Official Plan and Zoning By-law Amendment has been received for the subject lands from the City of Guelph. A Statutory Public Meeting will be held to discuss the proposed housekeeping Official Plan and Zoning By-law Amendment submitted to correct the site's Official Plan designation and Zoning in the Hanlon Creek Business Park, Phase 3 draft subdivision plan. Both the Zoning By-Law Amendment and the Official Plan Amendment affect Blocks 62, 63, and 64. The Zoning By-law Amendment proposes to redesignate three blocks in the draft subdivision plan from Natural Heritage System to Open Space. The Official Plan Amendment will redesignate the three blocks to Parks and Open Space. The affected blocks are intended for Stormwater Management infrastructure in the draft subdivision plan.

The application also proposes to create a new block, Block 33a, which will be used for a future City well site. An extension of the draft subdivision until November 2029 is also proposed.

Schedules 1 and 2 show the proposed amendments.

Additional Information

Documents relating to this planning application are available online at guelph.ca/development. Alternate document formats are available upon request.

The Staff Report will be available **Friday November 28, 2025** after 12:00 p.m. online at guelph.ca/development.

For additional information please contact the planner managing the file:

November 19, 2025

Will Gregory, Project Manager
Planning and Building Services
Phone: 519-822-1260, ext. 4236
TTY: 519-826-9771
Email: will.gregory@guelph.ca

Other Applications

The subject lands are not subject to any other applications under the Planning Act.

How to Get Involved:

The purpose of a Public Meeting is to share information and to hear and consider public comments regarding development applications which can be reviewed by Staff and applicants prior to Council consideration of applications. The public is invited to watch the hybrid meeting on guelph.ca/live or attend in-person and participate by submitting written comments and/or speaking to the application.

To submit written comments:

You can submit written comments any time via email to clerks@guelph.ca and will.gregory@guelph.ca or by mail to Guelph City Clerk, 1 Carden Street, Guelph ON N1H 3A1 or place them in the mail slot beside the main entrance to City Hall.

If you submit comments by 10:00 a.m. on **Friday, December 5, 2025**, your comments will be included in the City Council Agenda (attachments must not exceed 20 MB).

To speak to the application:

If you wish to speak to the application, you may register in advance by contacting the Clerk's Department no later than 10:00 a.m. on **Friday, December 5, 2025** by any of the following ways:

- Register online at guelph.ca/delegation
- By phone at 519-837-5603 or TTY 519-826-9771
- By email to clerks@guelph.ca

When we receive your registration, we will send you a confirmation message and instructions for participating in the hybrid public meeting will be provided. Instructions will also be provided during the meeting for those watching online and attending in-person who wish to speak, but have not registered in advance.

How to Stay Informed:

If you wish to be notified of the Council decision on this application you must make a written request to the City Clerk by way of email, or regular mail as listed above. Please note Council will not make a decision on the Zoning By-law Amendment at the Public Meeting.

Appeals Information:

Only the applicant, specified persons and public bodies as defined in the Planning Act, and registered owners of lands to which the by-law will apply and who made oral submissions at the public meeting or who have made written submissions to the City before the by-law is passed, will be able to appeal the decision of the City of Guelph to the Ontario Land Tribunal.

November 19, 2025

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the City of Guelph before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Notice of Collection of Personal Information:

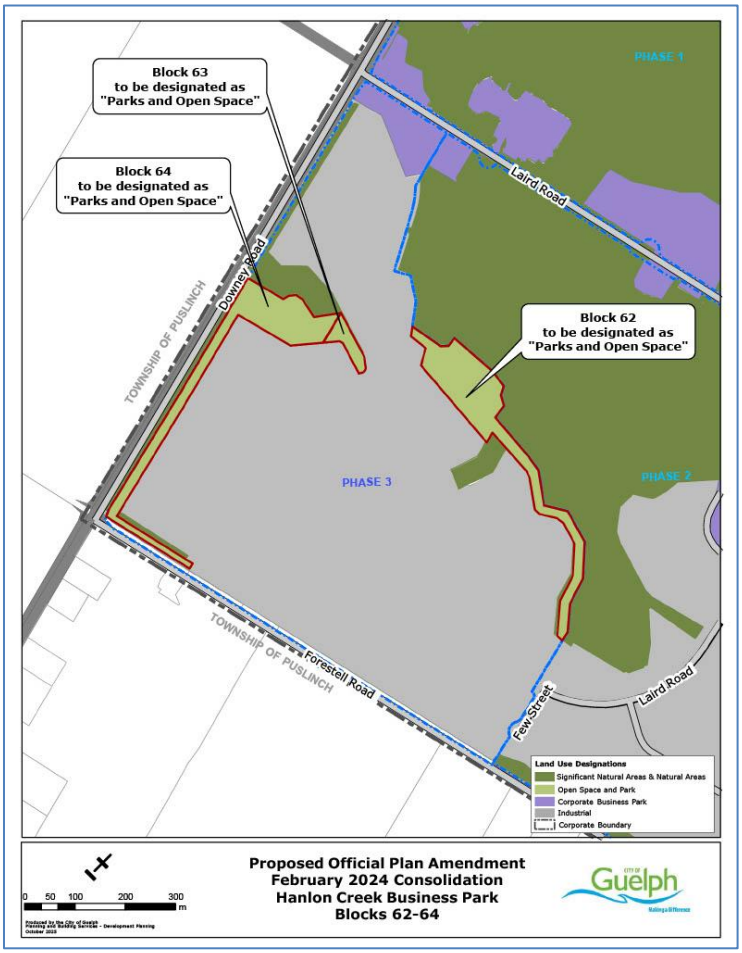
Personal information is being collected in order to gather feedback and communicate with interested parties regarding this development proposal. Information provided or presented at a public meeting is considered a public record and may be posted on the City's website or made public upon request.

This information is collected under the authority of the Planning Act, R.S.O. 1990, cP.13. Questions about this collection should be directed to the Information and Access Coordinator at 519-822-1260 extension 2349 or privacy@guelph.ca.

Accessibility:

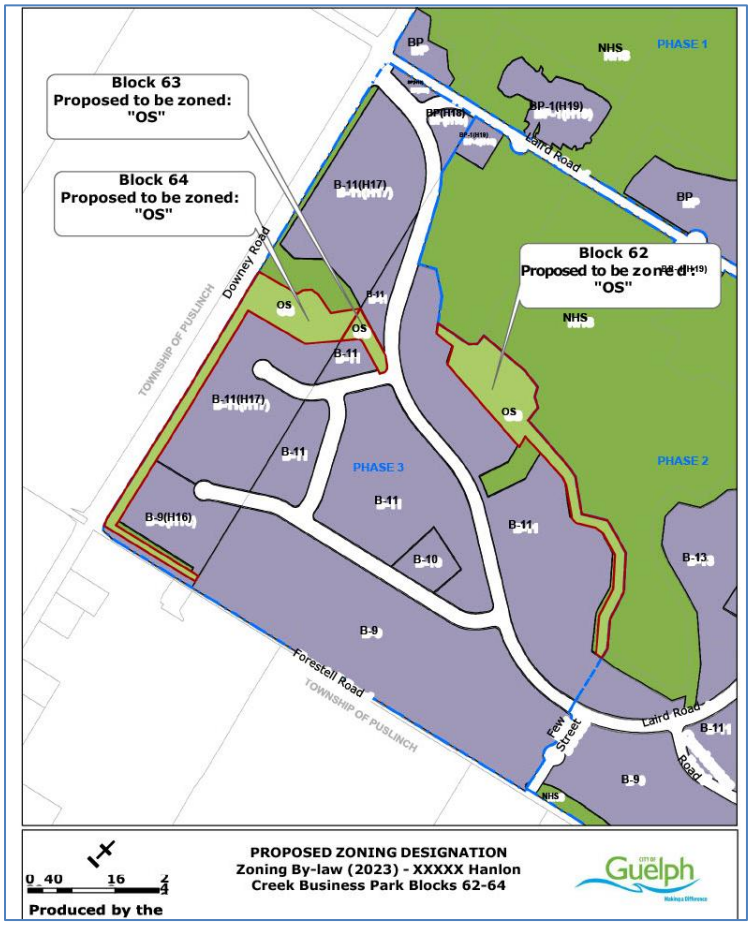
Alternative accessible formats are available by contacting planning@guelph.ca or TTY 519-826-9771.

Schedule 1 – Proposed Official Plan Amendment



November 19, 2025

Schedule 2: Proposed Zoning By-Law Amendment



Notice of Complete Application and Public Meeting for a Proposed Zoning By-law Amendment
File No.: OZS25-020

To: Agencies and Departments

The City of Guelph is currently reviewing the Official Plan and Zoning By-law Amendment application for the subject lands municipally known as Hanlon Creek Business Park, Phase 3 for the purposes described above.

Please submit your comments by noon Monday, December 8, 2025. If you have any questions or require further information, please email Will Gregory at will.gregory@guelph.ca.

If you have no comments or concerns regarding this File OZS25-020, please email this form to:

Will Gregory, Project Manager
Planning Services
Infrastructure, Development and Environment
City of Guelph
1 Carden Street
Guelph, ON N1H 3A1
Email: will.gregory@guelph.ca

Agency:

Representative (Please Print):

Representative (Signature):

Date:

November 19, 2025

Ministry of the Environment, Conservation and Parks
Environmental Assessment and Permissions Division
Brownfields and Permit to Take Water
Permit to Take Water Unit

135 St Clair Ave W, 1st Floor
Toronto, Ontario M4V 1P5
Tel.: 416 314-8001
Fax: 416 314-8452

Ministère de l'Environnement de la Protection de la nature et des Parcs
Direction des évaluations et des permission environnementales

135 Av St Clair O, 1er étage
Toronto On M4V 1P5
Tél.: 416 314-8001
Téléc.: 416 314-8452

Ontario

December 10, 2025

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

Attn: Justine Brotherston, Director of Corporate Services/Municipal Clerk

RE: Permits to Take Water (PTTWs) No. 7383-DLVR8W and 4657-DLVP7F and Council Resolution No. 2025-361

As the Manager of the Brownfields and Permit to Take Water (PTTW) program with the Ministry of the Environment, Conservation and Parks ("Ministry") I am responding to Council Resolution No. 2025-361, passed on October 29, 2025 (the "Resolution"), by the Council of the Township of Puslinch ("Council"). I became aware of the Resolution on November 17, 2025, when I received correspondence from Justine Brotherston, Director of Corporate Services/Municipal Clerk.

This letter addresses the following inquiry in the resolution related to Ministry's PTTW program:

> *That Council direct staff to inquire with the MECP PTTW approval authority whether permits are typically transferred/approved where there is no water taking use at the site.*

The Ministry appreciates that Council has an interest in the management of water resources within the Township.

Section 4 of Ontario Regulation 387/04 made under the Ontario Water Resources Act sets out a number of considerations that the Ministry Director must consider in making a decision on applications to revoke, renew, amend or issue a permit. The Director must consider whether there is a *reasonable prospect that the person will actually use the water in the near future*.

Specifically, in reviewing requests to transfer the ownership of existing PTTWs to White Wolf Property Management Inc., the Director considered all the available information, including whether water taking activity has historically been occurring at the site(s). The Director was informed by White Wolf Property Management Inc. that the interruption in the water taking

activity was temporary, and the proponent intended to resume water taking, in accordance with the terms and conditions of the permit(s). The Director determined that there is a reasonable prospect that the water will be used in near future.

The Director will reassess the reasonable prospect of use, among other considerations required under the regulation, as part of any applications to renew the permits when they expire in 2026.

In providing these comments, I would like to emphasize that the Ministry remains committed to working with Council and the Township to identify and address local water management concerns where they are known to exist. The Ministry also remains committed to engaging in regional water quantity matters and to sharing relevant data and information with the Township as appropriate.

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

Yours truly,



Adam Leus
Senior Manager, Brownfields and Permit to Take Water
Environmental Assessment and Permissions Branch

REPORT COR-2025-067

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk

PRESENTED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk

MEETING DATE: December 17, 2025

SUBJECT: Procedural By-law Amendment

RECOMMENDATION

That Council receives report COR-2025-067 regarding the proposed Procedural By-law Amendment; and,

That Council gives three readings to By-law 2025-089 being a By-law to amend the Township's Procedural By-law 2022-046, as amended, as [presented/amended].

Purpose

The purpose of this report is to provide Council with proposed amendments to the Procedural By-law to allow for Committee Members to participate in meetings electronically where permission has been granted by Council and to amend the deadline for specific interest delegation requests.

Background

Staff recommend that Council consider amending the Township's Procedural By-law to allow Committee members to participate in meetings electronically, provided Council grants permission in advance. Under the current Procedural By-law, the format of a meeting, whether in-person or virtual, must be determined ahead of time and applies uniformly to all Members of Council or the Committee.

Given that Advisory Committee members are volunteers, including many retirees, barriers can arise when members are unable to attend multiple meetings in person due to travel, weather restrictions, or other commitments. These circumstances may prevent otherwise engaged members from continuing to participate. To support full and consistent participation, staff recommend amending the Procedural By-law to enable Committee members to request

Council's permission to attend a meeting, or a series of meetings, electronically when they know in advance that they will be unable to attend in person.

Allowing electronic participation in these limited circumstances will help reduce barriers for residents interested in serving on Committees. This is particularly relevant for committees such as the Recreation and Community Wellness Advisory Committee, which seeks representation from older adults who may be away for extended periods during the winter months.

In addition, staff recommend adjusting the deadline for specific-interest delegation requests from 12:00 p.m. (noon) the day before the Council meeting to 11:00 a.m. This change will help ensure that staff can meet the required publication deadline for Agenda Addendums, which must be issued prior to noon the day before the Council meeting.

Financial Implications

None

Applicable Legislation and Requirements

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

Engagement Opportunities

None

Attachments

Schedule "A" – Draft By-law 2025-089 to amend the Township's Procedural By-law

Respectfully submitted,	**Reviewed by,**
Justine Brotherston, **Director of Corporate Services/Municipal Clerk**	**Courtenay Hoytfox** **CAO**

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 089-2025

Being a By-law to amend By-law 2022-046, being the Township's Procedural By-law for Meetings of Council and Committees

WHEREAS the *Municipal Act, 2001, S.O. 2001, Chapter 25, Section 238* requires that every municipality and local Board shall pass a procedure By-Law for governing the calling, place and proceedings of meetings, for public notice of meetings and for electronic participation in meetings;

AND WHEREAS Council passed By-law 2022-046 being a by-law to establish procedure for Meetings of Council and Committees;

THEREFORE the Corporation of the Township of Puslinch by the Council hereby amends By-Law No 2022-046 as follows:

1. That Section 5.6 Electronic Participation be amended as follows:

   5.6 ELECTRONIC PARTICIPATION

   (a) The decision pertaining to whether a meeting is in-person or virtual shall apply to all Members of Council and Committee except in the case of Emergency Meetings in accordance with Section 5.5 of this By-law or where a Committee member has received express permission from Council to attend virtually in advance of the meeting. Electronic participation is permitted for Members of Council and Committee in the case of Emergency Meetings in accordance with Section 5.5 of this By-law or at a Special Council or Committee Meeting in accordance with Section 5.4 of this By-law. Staff may participate either in-person or virtually at the discretion of the CAO.

2. That Section 7.4 (b) (ii) Specific Interest Delegations be amended as follows:

   (ii) For the purpose of Council and Committee agendas, Specific Interest Delegations have until 11:00 A.M. the business day prior to the Meeting to notify the Clerk that they wish to register as a delegation by submitting a written submission using the prescribed form.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17 DAY OF DECEMBER 2025.

_____
James Seeley, Mayor

_____
Justine Brotherston, Municipal Clerk

DRAFT

REPORT COR-2025-068

TO:	Mayor and Members of Council
PREPARED BY:	Courtenay Hoytfox, Chief Administrative Officer Justine Brotherston, Director of Corporate Services/Municipal Clerk
PRESENTED BY:	Courtenay Hoytfox, Chief Administrative Officer Justine Brotherston, Director of Corporate Services/Municipal Clerk
MEETING DATE:	December 17, 2025
SUBJECT:	Heavy Vehicle By-law Amendment

RECOMMENDATION

That Report COR-2025-068 entitled Heavy Vehicle By-law Amendment be received for information; and,

That Council give three readings to By-law 2025-090 being a By-law to amend By-law 063-2021-063 being a Byby-law to prohibit heavy vehicles on municipal highways; and,

That Council direct staff to include $1,000 for signage to be incorporate in the 2026 Operating Budget as outlined in the report.

Purpose

The purpose of this report is to provide Council with proposed amendments to the Township's Heavy Vehicle By-law which would enable staff to enforce its Heavy Vehicle By-law through its Administrative Monetary Penalty System (AMPS).

Background

Staff are recommending that Council approve an amendment to the Township's Heavy Vehicle By-law to allow enforcement through the Administrative Monetary Penalty System (AMPS), in accordance with the Township's By-law Complaint Policy, using a camera system, while also permitting the Township to lay a charge on the owner of a heavy vehicle pursuant to the *Provincial Offences Act* after, for example, a heavy vehicle owner has received multiple penalties through AMPs for previous contraventions of the Heavy Vehicle By-law.

Council's authority to regulate heavy vehicles on Township roads is set out in Section 11 of the Municipal Act, 2001, S.O. 2001 c. 25 which empowers lower-tier municipalities to provide any service or undertake any measure they consider necessary or desirable for the public. This authority includes passing by-laws related to the health, safety and well-being of persons, as well as those related to highways, including parking and traffic. In addition, Section 27 of the Municipal Act, 2001 permits the Township to pass by-laws with respect to highways where they have jurisdiction, and Section 35 of the Act permits municipalities to pass by-laws that remove or restrict the common law right of passage by the public over a highway. Township By-law No. 2025-043 established the Township's AMP system pursuant to Sections 102.1 and Section 434.1 of the Municipal Act, 2001. For example, section 434.1 of the Municipal Act, 2001 permits a municipality to require a person subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a by-law passed under this Act. Section 434.1(4) of the Municipal Act, 2001 clarifies that the Township may require a person, who contravenes the Heavy Vehicle By-law, to either pay an administrative penalty or be charged with an offence but not for the same contravention.

Council may collect personal information such as photographs, video recordings, or similar evidence, for the purposes of by-law enforcement in accordance with Sections 28, 29, 31, and 32 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56 ("MFIPPA"). Specifically, Section 29(1)(g) allows municipalities to collect personal information indirectly when it is required for law enforcement purposes.

Further, Section 29(2) of MFIPPA requires that individuals be notified when their personal information is being collected. To meet this requirement, signage would be posted at all at access points to an area where camera systems are in operation to ensure drivers are aware that enforcement of the Heavy Vehicle By-law is taking place.

Comments

In order to implement the recommendations as outlined above, staff are proposing that the certain sections be added, amended, or repealed from the Township Heavy Vehicle By-law 2021-063 (the "Township's Heavy Vehicle By-law").

1) Section 1 ("Definitions") of the Township's Heavy Vehicle By-law is amended to insert the following definitions:

    i. "Administrative Fees" means any administrative fees as defined in the Administrative Monetary Penalty System By-law.

ii. **"**Administrative Monetary Penalty System By-law" means Township By-law No. 2025-043, as amended or replaced from time to time.
iii. "Administrative Penalty" means any administrative penalty as defined in the Administrative Monetary Penalty System By-law.
iv. "Camera System" or "Camera Systems" means any video, photographic, or time-lapse recording device, including fixed or mobile cameras, installed or used by the Township or its agents to monitor and record activity in support of by-law enforcement.
v. "Certified Heavy Vehicle Photograph" shall mean any photograph(s) or recording(s) as obtained from a Camera System and certified by an Enforcement Officer in accordance with this By-law.
vi. "Designated Provisions" means the designated provisions of this By-law as described in Section 5.2.
vii. "Enforcement Officer" means a person appointed by the Township as a Municipal Law Enforcement Officer or Provincial Offences Officer.
viii. "*Highway Traffic Act*" means the *Highway Traffic Act*, R.S.O. 1990, c. H.8, as amended.
ix. "MFIPPA" means the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56, as amended.
x. "*Municipal Act, 2001*" means the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.
xi. "Penalty Notice" means a penalty notice as described in Administrative Monetary Penalty System By-law.
xii. "*Provincial Offences Act*" means the *Provincial Offences Act*, R.S.O 1990, c. P.33, as amended.
xiii. "Owner" shall be a person(s) who is the registered owner of a Heavy Vehicle.

2) Section 4 ("Enforcement") of the Township's Heavy Vehicle By-law is amended to insert the following sections:

i. 4.2 The Township is authorized to install and operate Camera Systems on municipal property or within municipal rights-of-way for the purpose of collecting evidence related to actual or potential contraventions of Township by-laws.

ii. 4.3 Enforcement Officers may use the photographs or recordings collected from Camera Systems as part of an investigation or enforcement action, provided that such use complies with the requirements of MFIPPA.

iii. 4.4 Any evidence collected by a Camera System may be used by an Enforcement Officer in support of issuing a Penalty Notice for an Administrative Penalty as described in the Administrative Monetary Penalty System By-law, or an Order, Notice of Violation, and/or laying a charge under a Township by-law pursuant to the Provincial Offences Act.

iv. 4.5 An Enforcement Officer shall only certify a photograph or recording from Camera Systems, where the photograph or recording may show or have superimposed upon it any information or data, including:

(i) The time and date when the photograph or recording was taken;

(ii) A description of the location where the photograph or recording was taken, including the names of the streets and the direction of travel; and

(iii) Clearly shows the number plate of the vehicle that is subject of the photograph or recording and as much of the rest of the photograph as is necessary to show that the enlargement is of part of that photograph or recording.

v. 4.6 Certified Heavy Vehicle Photograph shall be received in evidence as proof, in the absence of evidence to the contrary, that the Certified Heavy Vehicle Photograph was obtained through the use of a Camera System.

vi. 4.7 In the absence of evidence to the contrary, a Certified Heavy Vehicle Photograph obtained through a Camera System is proof that,

(i) information shown or superimposed on the front or back of the Certified Heavy Vehicle Photograph that was authorized by this By-law;

(ii) the driver of a Heavy Vehicle has driven, moved, stood parked, or operated on a Highway set out in Column I of Schedule "A" attached hereto and forming part of this By-Law between the limits set out in Column 2 of the said Schedule at any time contrary to this By-law;

(iii) the Owner permitted the actions of the driver in Section 4.7(ii); and

(iv) No exemption is found to apply as described in Section 3.

vii. 4.8 An enlargement or reproduction of a Certified Heavy Vehicle Photograph or part of a Certified Heavy Vehicle Photograph taken by a Camera System is not required to show or have superimposed on it any information, if the enlargement or reproduction is tendered in evidence together with the Certified Heavy Vehicle Photograph of which it is an enlargement or reproduction.

viii. 4.9 All Camera Systems shall be operated in accordance with applicable privacy laws.

ix. 4.10 Where feasible and appropriate, signage shall be posted to notify the public of the operation of Camera Systems in accordance with MFIPPA.

x. 4.11 The Township shall implement procedures governing:
   (i) The collection and retention of recordings;
   (ii) The use and disclosure of personal information captured;
   (iii) Access control and storage security; and
   (iv) Public notice of surveillance where appropriate.

xi. 4.12 Evidence of an Owner of a Heavy Vehicle involved in the alleged contravention of this By-law may be set out in a certificate of offence or it may be set out in a separate document including where the Township commences a proceeding by laying an information.

3) Section 2.1 of the Township's Heavy Vehicle By-law is repealed and replaced, as follows:

No Owner shall permit a person to move, drive, stand, stop, park, or operate a Heavy Vehicle on the Highways set out in Column I of Schedule "A" attached hereto and forming part of the By-law between the limits set out in Column 2 of the said Schedule at any time.

4) Section 3.2 of the Township's Heavy Vehicle By-law is amended to include the definition of Owner, as follows:

Subsection 2.1 shall not apply to an Owner for person operating their Heavy Vehicle where the person is actually engaged in travelling to and from their place of residence or business located in the Township of Puslinch which cannot be reached except by way of Highway or portion of Highway referred to in Schedule "A" provided that said Highway or portion of Highway is travelled only in so for as is unavoidable in getting to and from the owner or operator's place of residence or business; and provided that the parking of the Heavy Vehicle is permitted at the property in accordance with the Township's Zoning By-law.

5) Section 5.1 of the Township's Heavy Vehicle By-law is amended to apply to the owner of a Heavy Vehicle contravening this By-law, as follows:

Any Owner who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided in the *Provincial Offences Act*.

6) Section 5.3 of the Township's Heavy Vehicle By-law is amended to apply to the owner or the driver of a Heavy Vehicle contravening this By-law, as follows:

   Any person and/or Owner shall be liable to pay an Administrative Penalty and any Administrative Fees upon issuance of a Penalty Notice for a contravention of this By-law in accordance with the Administrative Monetary Penalty System By-law.

7) Section 5.4 of the Township's Heavy Vehicle By-law is amended , as follows:

   All the provisions of this By-law shall continue to apply pursuant to the Provincial Offences Act and/or the Township's Administrative Monetary Penalty System By-law. For greater certainty, the Township may enforce a contravention of this By-law through the Township's Administrative Monetary Penalty System By-law and the Provincial Offences Act, but not both for the same contravention.

8) Section 5.5 of the Township's Heavy Vehicle By-law is repealed.

Financial Implications

Costs associated with the purchase of the camera system are included in the proposed 2026 Operating Budget. Staff are recommending that an additional $1,000 be included in the 2026 Operating Budget for the purchase of signage to alert drivers to the cameras in the area as noted in the Engagement Opportunities section of this report.

Applicable Legislation and Requirements

Municipal Act, 2001, S.O. 2001, c. 25
Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56

Engagement Opportunities

Signage to be posted to alert drivers of the enforcement of the Heavy Vehicle By-law through a camera system prior to entering the enforcement area. Below is a draft of the signage text:

CAMERA SYSTEMS IN USE
Heavy Vehicle By-law Enforced by Camera Systems.
Personal information is collected under MFIPPA for by-law enforcement.
Questions or to access your information: Township of Puslinch
519-763-1226 www.puslinch.ca

Attachments

Schedule A - BL2025-090 By-law to amend By-law 2021-063 Heavy Vehicle By-law

Respectfully submitted,

Justine Brotherston,
Direct of Corporate Services/Municipal Clerk

Reviewed by:

Courtenay Hoytfox,
CAO

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-090

Being a By-law to amend By-law 063-2021 being a by-law to prohibit heavy vehicles on municipal highways.

WHEREAS the Council of The Corporation of the Township of Puslinch (the "Township") enacted By-law Number 063-2021 on December 15, 2021 being the "Heavy Vehicle By-law" within the Township; and

WHEREAS section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the "*Municipal Act, 2001*") provides that the powers of a municipality shall be interpreted broadly to enable the municipality to govern its affairs as it considers appropriate;

AND WHEREAS subsection 11(2)-(3) of the *Municipal Act, 2001* authorizes lower-tier municipalities to pass by-laws respecting the health, safety and well-being of persons, highways, including parking and traffic on highways, and the protection of persons and property;

AND WHEREAS subsection 27(1) of the *Municipal Act, 2001* permits the Township to pass by-laws with respect to a highway(s) where it has jurisdiction;

AND WHEREAS Section 35 of the Municipal Act, 2001 provides broad authority for the Township to pass by-laws restricting the common law right of passage by the public over a highway;

AND WHEREAS Council for the Township passed By-law No. 2025-043 to establish an administrative monetary penalty system pursuant to Sections 102.1 and 434.1 of the *Municipal Act*;

AND WHEREAS Section 434.1 of the *Municipal Act* permits a municipality to require a person subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a by-law passed under the *Municipal Act*;

AND WHEREAS Subsection 434.1(4) of the *Municipal Act* states that the Township may require a person, who contravenes this By-law, to either pay an administrative penalty or be charged with an offence but not both for the same contravention;

AND WHEREAS the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56 regulates the collection, use, and disclosure of personal information by municipalities, including images captured by surveillance systems where used for the purposes of law enforcement or necessary for the proper administration of a lawfully authorized activity;

AND WHEREAS the Council of The Corporation of the Township of Puslinch deems it necessary and appropriate to erect Camera Systems (hereinafter defined) to enforce its Heavy Traffic By-law on highways owned by the Township;

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

1. Section 1 of Township By-law No. 063-2021 shall hereby amended to add the following definitions thereto:

    a. "Administrative Fees" means any administrative fees as defined in the Administrative Monetary Penalty System By-law.

    b. **"**Administrative Monetary Penalty System By-law" means Township By-law No. 2025-043, as amended or replaced from time to time.

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c. “Administrative Penalty” means any administrative penalty as defined in the Administrative Monetary Penalty System By-law.

d. “Camera System” or “Camera Systems” means any video, photographic, or time-lapse recording device, including fixed or mobile cameras, installed or used by the Township or its agents to monitor and record activity in support of by-law enforcement.

e. “Certified Heavy Vehicle Photograph” shall mean any photograph(s) or recording(s) as obtained from a Camera System and certified by an Enforcement Officer in accordance with this By-law.

f. “Designated Provisions” means the designated provisions of this By-law as described in Section 5.2.

g. “Enforcement Officer” means a person appointed by the Township as a Municipal Law Enforcement Officer or Provincial Offences Officer.

h. “*Highway Traffic Act*” means the *Highway Traffic Act*, R.S.O. 1990, c. H.8, as amended.

i. “MFIPPA” means the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56, as amended.

j. “*Municipal Act, 2001*” means the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

k. “Penalty Notice” means a penalty notice as described in Administrative Monetary Penalty System By-law.

l. “*Provincial Offences Act*” means the *Provincial Offences Act*, R.S.O 1990, c. P.33, as amended.

m. “Owner” shall be a person(s) who is the registered owner of a Heavy Vehicle.

2. Section 4 of Township By-law No. 063-2021 shall hereby amended to insert the following sections thereto:

a. 4.2 The Township is authorized to install and operate Camera Systems on municipal property or within municipal rights-of-way for the purpose of collecting evidence related to actual or potential contraventions of Township by-laws.

b. 4.3 Enforcement Officers may use the photographs or recordings collected from Camera Systems as part of an investigation or enforcement action, provided that such use complies with the requirements of MFIPPA.

c. 4.4 Any evidence collected by a Camera System may be used by an Enforcement Officer in support of issuing a Penalty Notice for an Administrative Penalty as described in the Administrative Monetary Penalty System By-law, or an Order, Notice of Violation, and/or laying a charge under a Township by-law pursuant to the Provincial Offences Act.

d. 4.5 An Enforcement Officer shall only certify a photograph or recording from Camera Systems, where the photograph or recording may show or have superimposed upon it any information or data, including:

(i) The time and date when the photograph or recording was taken;

(ii) A description of the location where the photograph or recording was taken, including the names of the streets and the direction of travel; and

DRAFT

(iii) Clearly shows the number plate of the vehicle that is subject of the photograph or recording and as much of the rest of the photograph as is necessary to show that the enlargement is of part of that photograph or recording.

e. 4.6 Certified Heavy Vehicle Photograph shall be received in evidence as proof, in the absence of evidence to the contrary, that the Certified Heavy Vehicle Photograph was obtained through the use of a Camera System.

f. 4.7 In the absence of evidence to the contrary, a Certified Heavy Vehicle Photograph obtained through a Camera System is proof that,

(i) information shown or superimposed on the front or back of the Certified Heavy Vehicle Photograph that was authorized by this By-law;

(ii) the driver of a Heavy Vehicle has driven, moved, or operated on a Highway set out in Column I of Schedule “A” attached hereto and forming part of this By-Law between the limits set out in Column 2 of the said Schedule at any time contrary to this By-law;

(iii) the Owner permitted the actions of the driver in Section 4.7(ii); and

(iv) No exemption is found to apply as described in Section 3.

g. 4.8 An enlargement or reproduction of a Certified Heavy Vehicle Photograph or part of a Certified Heavy Vehicle Photograph taken by a Camera System is not required to show or have superimposed on it any information, if the enlargement or reproduction is tendered in evidence together with the Certified Heavy Vehicle Photograph of which it is an enlargement or reproduction.

h. 4.9 All Camera Systems shall be operated in accordance with applicable privacy laws.

i. 4.10 Where feasible and appropriate, signage shall be posted to notify the public of the operation of Camera Systems in accordance with MFIPPA.

j. 4.11 The Township shall implement procedures governing:
(i) The collection and retention of recordings;
(ii) The use and disclosure of personal information captured;
(iii) Access control and storage security; and
(iv) Public notice of surveillance where appropriate.

k. 4.12 Evidence of an Owner involved in the alleged contravention of this By-law may be set out in a certificate of offence or it may be set out in a separate document including where the Township commences a proceeding by laying an information.

3. Section 2.1 of the Township By-law No. 063-2021 shall be hereby repealed and replaced with the following:

No Owner shall permit a person to move, drive, stand, stop, park, or operate a Heavy Vehicle on the Highways set out in Column I of Schedule “A” attached hereto and forming part of the By-law between the limits set out in Column 2 of the said Schedule at any time.

4. Section 3.2 of the Township By-law No. 063-2021 shall hereby be repealed and replaced with the following:

Subsection 2.1 shall not apply to an Owner for a person operating their Heavy

Vehicle where the person is actually engaged in travelling to and from their place of residence or business located in the Township of Puslinch which cannot be reached except by way of Highway or portion of Highway referred to in Schedule "A" provided that said Highway or portion of Highway is travelled only in so for as is unavoidable in getting to and from the owner or operator's place of residence or business; and provided that the parking of the Heavy Vehicle is permitted at the property in accordance with the Township's Zoning By-law.

5. Section 5.1 of the Township By-law No. 063-2021 shall be hereby repealed and replaced with the following:

   Any Owner who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided in the *Provincial Offences Act*.

6. Section 5.3 of the Township By-law No. 063-2021 shall be hereby repealed and replaced with the following:

   Any Owner shall be liable to pay an Administrative Penalty and any Administrative Fees upon issuance of a Penalty Notice for a contravention of this By-law in accordance with the Administrative Monetary Penalty System By-law.

7. Section 5.4 of the Township By-law No. 063-2021 shall hereby be repealed and replaced with the following:

   All the provisions of this By-law shall continue to apply pursuant to the *Provincial Offences Act* and/or the Township's Administrative Monetary Penalty System By-law. For greater certainty, the Township may enforce a contravention of this By-law through the Township's Administrative Monetary Penalty System By-law and the *Provincial Offences Act*, but not both for the same contravention.

8. Section 5.5 of the Township By-law No. 063-2021 shall hereby be repealed upon this By-law coming into effect.

9. This By-law shall come into effect on December 17, 2025.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17th DAY OF DECEMBER, 2025.

_____

James Seeley, Mayor

_____

Justine Brotherston, Municipal Clerk

DRAFT

REPORT COR-2025-069

TO:	Mayor and Members of Council
PREPARED BY:	Laura Emery, Manager of Corporate Services/Deputy Clerk
PRESENTED BY:	Laura Emery, Manager of Corporate Services/Deputy Clerk
MEETING DATE:	December 17, 2025
SUBJECT:	Annual Progress Report - Youth and Heritage Advisory Committee Goals and Objectives

RECOMMENDATION

That Report COR-2025-069 entitled Annual Progress Report - Youth and Heritage Advisory Committee Goals and Objectives be received; and,

That Council approve the goals and objectives for the Youth Advisory Committee for the 2026 year.

Purpose

The purpose of this report is to provide Council with an update on the status of the Youth and Heritage Advisory Committee's goals and objectives for 2025.

Background

In accordance with the Committee's Terms of Reference, Committees may have a maximum of two active goals or objectives at any given time. Goals and objectives referred by Council are to be prioritized. There are two ways goals and objectives can be added to the Committee's workplan:

- A committee member or sub-committee preparing a detailed proposal, which is endorsed by the Committee and subsequently approved by Council; or
- Council referring a goal/objective to the Committee.

Comments

Heritage Advisory Committee

Below is an update for each of the approved goal or objective for 2025.

Goal/Objective	Details	Status/Next Step
Regular Reporting to Council	Progress reports brought to December 18, 2024, and December 17, 2025, Council Meetings.	Complete
Training Opportunities	Two Committee Members attended the Ontario Heritage Conference in June.	Complete
Participation in Puslinch Community Showcase and 175th Anniversary Event	The Heritage Advisory Committee hosted a booth to share the historical information on the 12 school sections of Puslinch.	Complete
Heritage Plaquing Project (for designated property owners)	Staff brought a report to Council in November 2025 approving the Heritage Plaque Program and Policy to begin in 2026.	Complete
Heritage Register and Bill 23 (2024 Priority Properties)	An additional 20 properties had Designation By-laws passed in January 2025. These properties were part of the 2024 Priority Properties batch.	Complete
Heritage Register and Bill 23 (2025 Priority Properties)	An additional 7 properties had Designation By-laws passed in May 2025. These properties were part of the 2025 Priority Properties batch.	Complete
Heritage Register and Bill 23 (2026 Priority Properties – Part I)	The Committee endorsed 13 additional priority properties in September 2025.	These properties are currently being reviewed by the Township's peer reviewer, and a report will be brought to Council in Winter 2026 recommending Council state its notice of intention to designate.
Active: Heritage Register and Bill 23 (2026 Priority Properties – Part II)	The Committee selected the final group of properties to be reviewed as Priority Properties in 2026, and Council endorsed these properties for consideration for designation in October 2025.	The Committee is currently in the process of researching and editing the properties Statements of Cultural Heritage Value and/or Interest.

Youth Advisory Committee

Below is an update for each of the approved goal or objective.

Goal/Objective	Details	Status/Next Step
Regular Reporting to Council	Progress reports brought to December 18, 2024, and December 17, 2025, Council Meetings	Complete
Safe Communities Bike Rodeo	Two committee members and Councillor Bailey attended on the Bike Rodeo on May 10, 2025, to assist with the setting up and running of the bike stations.	Complete
Aberfoyle Agricultural Society Fall Fair	Five committee members volunteered with the Agricultural Society on Saturday September 6th from 9:00 a.m. to 12:30 p.m.	Complete
Puslinch Community Showcase and 175th Anniversary Event	Seven committee members attended the Showcase. The Committee ran a bracelet making station in the ORC Rink and assisted at the Bouncy Castles in the baseball diamond.	Complete
Local Government Week	A presentation was given to grade 5 students at Aberfoyle Public School on October 20, 2025, on local government. The Mayor and Councillor Bailey were in attendance.	Complete

At the December 1, 2025, Youth Advisory Committee meeting, the Committee endorsed the following Goals/objectives for 2026 to be considered for approval by Council:

- Safe Communities Bike Rodeo (May 2026)
- Aberfoyle Agricultural Society Fall Fair (September 2026)
- Puslinch Community Showcase (Tentatively October 2026)
- Local Government Initiatives

Financial Implications

None

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

None

Respectfully submitted,	**Reviewed by:**
Laura Emery, **Manager of Corporate Services /** **Deputy Clerk**	**Justine Brotherston,** **Director of Corporate Services /** **Municipal Clerk**

REPORT COR-2025-070

TO: Mayor and Members of Council

PREPARED BY: Laura Emery, Manager of Corporate Services/Deputy Clerk

PRESENTED BY: Laura Emery, Manager of Corporate Services/Deputy Clerk

MEETING DATE: December 17, 2025

SUBJECT: Annual Township Communications and Engagement Report

RECOMMENDATION

That Report COR-2025-070 entitled Annual Township Communications and Engagement Report be received for information.

Purpose

The purpose of this report is to provide Council with the engagement impacts related to the Township's approved external advertisement initiatives, social media accounts, engagement initiatives and website traffic.

Background

The Corporate Services Department is responsible for the coordination of the Township's corporate communications, social media, engagement platforms and website. Staff track the Township's analytics (such as "likes", new followers, reach of advertisements, page views etc.) on puslinch.ca, engagepuslinch.ca, Facebook, X (formally Twitter), and Instagram to review the impacts of communicating through various channels.

Website

The Township's website remains its primary internet presence. The top three ways the public accesses the Township's website is through organic searches (such as googling "Puslinch"), through using a direct link, and through social media. From January to November of 2025, there was a 9% increase in visits to the Township's website and an 139% increase in traffic to the website from social media platforms. Visits from social media to the Township's website primarily come from Facebook.

Facebook

At the time this report was published, the Township's Facebook page has 859 followers. This is a 28% increase in followers since staff last reported to Council on the Township's social media program (December 2024). This increase is likely due to the Township purchasing advertisements on Facebook and the Township creating a public event on its profile for the Puslinch Community Showcase and 175th Anniversary Event.

The reach of posts from the Township's Facebook page varies depending on if a post is organic or if it is a paid advertisement. Organic refers to an every-day, free of cost, social media post that the Township creates. For instance, an organic post may be a simple message advising the public of an up-coming Council Meeting. A typical organic post has 70 to 100 impressions. Impressions count the number of times an organic post was viewed.

An example of a boosted post could be highlighting the opportunity for the public to comment on Township initiatives on EngagePuslinch.ca, advertisement for the Puslinch Community Showcase or an Advisory Committee vacancy. In 2025, there were 25 Facebook advertisement posts typically posted for $20.00, and each post's audience ranged from 852 to 12,793 impressions. During each period where an advertisement was running, the Township's Facebook page saw an increase in reach and follows to the page. For example, in October, a month where multiple posts were boosted, the Township gained 43 followers in that month. Whereas in March, a month when Facebook advertisements were not used, the Township gained 3 new followers.

The cost for advertisements on Facebook is low and targeted to a specific geographic audience, making this tool very effective. Staff will continue to use advertisement posts as appropriate. This cost is included in the annual budget and monitored by staff.

Instagram

At the time this report was published, the Township's Instagram page has 216 followers. This is a 137% increase in followers since staff last reported to Council on the Township's social media program (December 2024). In the last year, the Township created 237 posts to Instagram specifically. In the last 90 days (September 4 to December 3) the page has reached 4,408 different account users. This is an increase in 158% in reach compared to September to December 2024.

Puslinch Fire and Rescue Service launched a Puslinch Fire Instagram account on July 1st of this year. The page currently has 378 followers and has 54 posts. In the last 90 days (September 4 to December 3) the page has reached 6,601 different account users.

"X" (Twitter)

The Township's Corporate X page has 239 followers. This is an increase of 4% since the last time staff reported to Council (December 2024). The Puslinch Fire and Rescue Service page now has 562 followers, an increase of 2%. The Township continues to see low organic growth on both of these pages. Staff are continuing to see a decrease in engagement since Twitter rebranded to X in the summer of 2023.

EngagePuslinch

The Township initiated 9 engagement projects in 2025. One project was for informational purposes and 8 were for engagement opportunities such as a survey. These projects include annual engagement opportunities such as the proposed user fees and charges survey and budget survey. In addition to the annual engagements, the Township ran the following engagement projects for feedback on specific initiatives:

- Speed Study Engagement (started in 2024 and completed in early 2025)
    - Survey regarding the Township's Speed Study conducted by Paradigm Transportation Solutions Limited
- Sunday Gun Hunting
    - Survey regarding permitting Sunday Gun Hunting in the Township
- Proposed Donation Policy
    - Survey regarding the Township's Proposed Donation Policy
- Potential Additional Residential Unit (ARU) Grant Program
    - Survey regarding the potential for creating a financial incentive (grant) program to support the construction of ARU's
- Proposed Special Event Permit By-law
    - Survey regarding formalizing the permitting process of special events in the Township through a Special Event By-law
- 2026-2030 Strategic Plan Survey
    - Community engagement survey regarding the Township's 2026-2030 Strategic Plan

Inclusive of the 2025 projects, the Township received 1,400 EngagePuslinch visitors and 335 responses to various projects which was a response rate of 23.9%.

Staff continue to monitor the Township's communication platforms for opportunities to increase its engagement with the community.

Financial Implications

None

Applicable Legislation and Requirements

None

Attachments

None

Respectfully submitted,	**Reviewed by:**
Laura Emery, **Manager of Corporate Services/Deputy Clerk**	**Justine Brotherston,** **Director of Corporate Services/Municipal Clerk**

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Township of Puslinch Site Alteration By-law Two Year Update

December 17, 2025

*some images are AI generated



Establishing Regulatory By-laws

- The Township, like all municipalities, has the jurisdiction to establish certain regulations through By-laws.
- The Township often does this when there is a problem or concern in the community that needs to be addressed.

Background

- The previous Township Site Alteration By-law, which had been in effect since 2012, was more restrictive than the current by-law due primarily to the following provisions:
  - Prohibited site alterations that involved the importation of fill exceeding 1,000 m^3.
  - Required compliance with all aspects of the Control Plan.
  - Mandated public notification for the importation of more than 1,000 m^3 of fill.
  - Allowed the importation of fill only if it met the Table 1 Quality Standards.



Background

The Township underwent a thorough review and public consultation prior to passing the current By-law:

Council directed staff to commence a review of the existing Site Alteration By-law in June 2020. Staff, in collaboration with the Township solicitor, prepared a number of drafts incorporating Council's feedback at the following meetings:

March 3, 2021
August 11, 2021
November 24, 2021
December 15, 2021
January 13, 2022

There have been a number of changes to Provincial Regulations and specifically 406/19: On-site and Excess Soil Management. It has taken a significant amount of time to understand the potential impacts to the municipality and to appropriately incorporate provisions into the Site Alteration By-law.

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Background



- Council gave three readings to the current By-law on the dates as follows:
  - December 20, 2023
  - January 10, 2024
  - February 7, 2024
- Council directed staff to monitor the administration of the By-law for the first year after By-law approval and report back to Council.

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Background - The Current By-law

- There are a number of provisions in the current by-law that provide more flexibility than the previous by-law:
  - Acknowledges Normal Farm Practices and clearly sets out expectations for waivers;
  - Provides for exemptions for 2 trucks loads of fill or less for minor projects;
  - Aligns with the Provincial regime for excess soil management and reuse (i.e. no longer limited to only Table 1 Quality Standards and allows for the application of the Beneficial Reuse Assessment Tool to assess soil quality standards on a case-by-case basis);
  - No maximum limit on the volume of fill importation;
  - Discretion can be applied to the requirements listed in the Control Plan allowing for a reasonable approach based on the scope of the project;
  - Applies to all lands in the Township including lands where the Conservation Authority has jurisdiction; and
  - The fee structure is aligned to best practices as compared to other municipalities with similar by-laws.



Public Feedback

- Staff collected informal public feedback through the year from applicants and the public

Public Feedback Concerns Summarized

- Concerns regarding impacts on normal farm practices;
- Concerns regarding misleading justification for projects;
- Concerns regarding exemptions for building permits;
- Concerns with high permit fees;
- Concerns with burdensome & complex documentation requirements; and
- Concerns regarding permit requirements for small projects such as driveways and landscaping
- Concerns regarding large scale commercial fill operations

Responses to public feedback: concerns regarding normal farm practices

- The purpose of Normal Farm Practice Waiver is to screen proposals to determine whether a permit or waiver is required for the work.

- This process protects the community, the property owner, and the environment.



Case Law: Note from the NFPPB

With respect to the issue of normal farm practice, the focus of the Board is specific. Subsection 6(15)(4) of the Act states that one of the factors the Board must consider are the specific circumstances pertaining to the site in question. In other words, what might be a normal farm practice on one site may not be a normal farm practice on another.

The public should realize that if the Board finds that a fill operation or proposal is not a normal farm practice in any particular case, it may, depending on the circumstances, find it to be a normal farm practice in another. Notwithstanding this fact, evidence of comparable operations in similar circumstances can be of assistance to the Board where circumstances are similar in an attempt to show that the proposal or practice is consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations.



Concerns regarding normal farm practices: Case law

- Application was made alleging that the Town's Site Alteration By-law restricts the Applicant's proposed importation of fill, which the Applicant alleges to be a normal farm practice.
- The applicant proposed to develop the subject property as an apple orchard.
- To do so, he wishes to remove the topsoil from the area to be filled and then to import approximately 87,000m3 of fill to soften the contours of the land and provide better water and air drainage for the proposed orchard.
- The Town's By-law prohibited site alteration and fill importation save an except for the listed exemptions.
- None of the exemptions or exceptions in the By-Law applied to the proposal.

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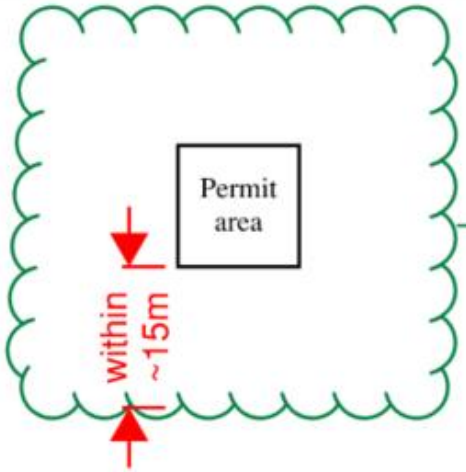
Responses to public feedback: concerns regarding application justification

- The purpose and justification identified by the applicant determines the excess soil quality permitted on the site in accordance with the Regulation 406/19
- For example, a farming use would require a more stringent quality of soil.
- To address commercial fill applications, staff are recommending that a new permit type be established for “Commercial Fill Operations”



Site alteration: Updated Nov. 24, 2025



A separate site alteration permit may be required if:
1. There is any site alteration work outside this area, **AND/OR**
2. The site work within this area is unrelated to the building permit (*e.g. driveways, parking areas, ornamental retaining walls, etc.*).

Use our assessment inquiry form to determine if your work requires a permit.
https://puslinch.ca/forms/site-alteration-assessment-inquiry-form/

Responses to public feedback: concerns regarding building permit exemptions

- Staff recommend adding a 15-metre buffer to the building permit exemption to better clarify the area associated with a building permit that is exempt from the requirement for a Site Alteration Permit.
- This exempts grading work that is directly associated with the building permit but does not include an exemption for related works such as driveways and landscaping.

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Responses to public feedback: concerns with burdensome & complex documentation requirements

- The Township By-law is closely aligned with the Province's Excess Soil Regulations.
- These regulations are comprehensive in order to determine the safe and responsible reuse of excess soil.
- Similar to a building permit process, qualified professionals should be retained to ensure projects adhere to Provincial and Local regulations.

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Responses to public feedback: concerns with permit requirements for small projects such as driveways and landscaping

- In order to balance permit requirements and residential development, staff are recommending that a new driveway waiver be developed where driveway construction is associated with a building permit. In addition, staff are recommending that an exemption be developed for small scale landscaping work.



Responses to public feedback: concerns regarding high permit fees

Municipality	Fee Structure
Town of Uxbridge	Work without a permit: double permit fees Actual Third Party Costs Recoverable + 5% admin fee Extension of a permit <1,000 m^3 = $323 Extension of a permit >1,000 m^3 = $1,077 Permit Fees <1,000 m3 = $651 + /$m^3$ fee >1,000 m3 = $2,855 + / m^3 fee Securities: $3,000 or the cost to remediate the site, whichever is greater Per m3 fee: $5.00/$m^3$ for all fill importation

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Responses to public feedback: concerns regarding high permit fees

Municipality	Fee Structure
King Township	Work without a permit: double permit fees Non-compliance at final inspection: $500 Permit renewal fee: 50% of the original application ee Actual Third-Party Cost Recoverable + 15% admin fee Actual Third Party Costs Recoverable + 5% admin fee Permit fees: Small (200-1,000 m^3) = $2,500 Large >1,000 m^3 = $6,000 Securities: Small (200-1,000 m^3) = $10,000 Large >1,000 m^3 = $15,000 Municipal Service Fees (due for permits where fill is imported) Enforcement surcharge fee $0.25/$m^3$ Legal enforcement matters surcharge fee $0.25/$m^3$

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Responses to public feedback: concerns regarding high permit fees

Municipality	Fee Structure
Woolwich Township	Work without a permit: double permit fees Permit renewal fee: $320 Actual Third-Party Costs Recoverable + 15% admin fee Securities: $5,000 or more at the direction of Director Permit Fees Agricultural use <500 m^3 in a 12 month period = $1,000 Agricultural use >500 m^3 in a 12 month period = $1,000 + / m^3 fee Non-res & non Ag properties = $3,500/ m^3 fee General use <500 m^3 in a 12 month period = $160 General use >500 m^3 in a 12 month period = $2,700 + / m^3 fee Environmental Impact fees (per cubic metre fees): Reducing Graduated/ m^3 Fee Schedule: 20m^3 to 2,499 m^3 - $2.00/$m^3$ 2,500 m^3 to 4,999 m^3 - $1.50/$m^3$ 5,000 m^3 to 7,499 m^3 - $1.25/$m^3$ 7,500 m^3 to 10,000 m^3 - $1.00/$m^3$ Over 10,000 m^3 is considered a commercial fill permit regardless of site use and required Council approval. Council may also determine appropriate environmental impact fees per m^3. Partial exemptions from the environmental impact fee apply if the fill is sourced within the Township.

Responses to public feedback: concerns regarding high permit fees

Municipality	Fee Structure
Township of Puslinch	Work without a permit: double permit fees Actual Third-Party Costs Recoverable + 0% admin fee Permit renewal fee: 50% of the original application fee Inspector attendance as a result of a verified violation = $150 Permit Fees: Normal farm practices – actual third party cost recovery Minor (<350 m^3 over a 5 year period) = $1,030 + / m^3 fee Intermediate (350-1000 m^3 over 5 year period) = $2,060 + / m^3 fee Large (1000-9,999 m^3 over 5 year period) = $3,605 + / m^3 fee Major (>10,000 m^3 over 5 year period) = $5,150 + / m^3 fee Securities: Normal farm practice = determined by the Designated Official Minor = $3,000 Intermediate =$5,000 Large = $10,000 Major = determined by the Designated Official Per m^3 Fee: $0.24/$m^3$ fee for all fill importation Permit exemptions for importation less than 20m^3 Council is the approval authority for all Major Site Alteration Permits and agreements.

2024 Activity under the By-law

- The Township has 16 active site alteration files from 2024 and 2 closed permits.
  - 7 Open Permits
  - 9 files under review
- 1 of the 18 property owners/agents contacted the Township prior to commencing work.
- The remaining 17 files are as a result of a complaint/by-law enforcement.



Activity Under the Current By-law

- Permit types in 2024:
  - Volume unknown: 2
  - Normal Farm Waivers: 0
  - Minor: 4
  - Intermediate: 7
  - Large: 2
  - Major: 3
    - 24,000 m^3
    - 100,000 m^3 (total volume unknown but originally estimated to exceed 100,000 $m^{3)}$
    - 145,000 m^3
- The soil types and contaminants:
  - There are a number of sites where the quality of the fill is considered waste and therefore the fill with exceedances is required to be removed.
  - Contaminated soils from 2024 include exceedances of lead, arsenic, cadmium, and acetone.
- Property owners are paid to accept soil often in lieu of taking the fill to a landfill or other appropriate industrial/commercial site. Payment per truck load ranges from $65.00-$200.00.
- A property owner may receive payment in the range of $455,000 - $1,400,000 for receiving 70,000m3 of fill.



2025 Activity under the By-law

- The Township has 15 active site alteration from 2025 and 2 closed permits.
  - 3 open permits
  - 12 files under review
- 3 of the 17 property owners/agents contacted the Township prior to commencing work.
- The remaining 15 files are as a result of a complaint/by-law enforcement.



Activity Under the Current By-law

- Permit types in 2025:
  - Volume unknown: 4
  - Normal Farm Waivers: 0
  - Minor: 3
  - Intermediate: 2
  - Large: 4
  - Major: 2
    - Unknown fill volume, change in grade 5 metres
    - 9,600 m3, change in grade 6 metres
- The soil types and contaminants:
  - Similar to 2024 there were some sites where the quality of the fill is considered waste and therefore the fill with exceedances is required to be removed.



Regulation Updates

- The Province posted the decision for ERO 019-9196 and Council directed staff to assess how the decision may have impacted the Township's Site Alteration by-law
- Based on staff's understanding of the changes while the changes have reduced provincial regulatory requirements they have not altered:
  - The Township's authority;
  - The Township's enforcement powers; and,
  - No changes are required to be made to the Township's By-law as a result of the amendment at this time.



Looking Ahead

- The Township is uniquely positioned geographically:
  - Pressure on 4 sides from the neighbouring urban centres (Milton, Cambridge, Guelph, and Hamilton)
  - Intersected by 2 provincial highways (Highway 6 and the 410)
  - Within 1 hour of the GTA



Looking Ahead

- The implementation of amendments to Ontario Regulation 406/19 will significantly increase fill importation to rural areas in close proximity to the GTA.
- Municipalities with robust regulations and processes in place will be better positioned to address illegal activities.



Education & Process Improvements

- Requirement for Site Alteration Permits include in Spring 2025 Newsletter mailed to all properties in Puslinch.
- A social media campaign continued in 2025 regarding permit requirements and potential risks of accepting free “top soil” from contractors.
- Checklists and an initial assessment form have been created for ease of navigating the permit process.
- Applications are now accepted through CloudPermit to ease the review process for the public and staff.



Recommendations and Next Steps

- Staff are recommending that the following amendments be drafted and included in a housekeeping amendment to the Site Alteration By-law for Council's consideration in March 2026:

1) Creation of a Building Permit Driveway/Landscape Waiver and Associated Criteria
    1) Waivers to be available when a driveway or landscaping project is associated with a Building Permit
    2) Include declaration that applicant is responsible for ensuring quality of material and that grading will not create an adverse effect
    3) Proposed activities cannot meet the definition of a Minor Site Alteration Application (e.g. less than 350 m3, les than 1 m change in grade, etc.)
2) Creation of a two Commercial Permit Applications and Associated Criteria:
    1) Short term commercial fill permit for importation of fill over a period of 1-2 years.
    2) Long term commercial fill permit for importation of fill over 3 or more years and requirement for Zoning permissions.
3) Amendment to section 4.1 Exemptions in this By-law (a)(i) to include reference to the exemption applying to a 15 m buffer around the building for grading directly associated with the construction
4) Amendment to Section 5.1 (a) (i) to remove "the Ministry of Agriculture, Food and Rural Affairs" and replace with "the Farming and Food Production Protection Act, 1998"
5) Remove the Normal Farm Practice Definition and let the dictionary or open legal interpretation of that stand

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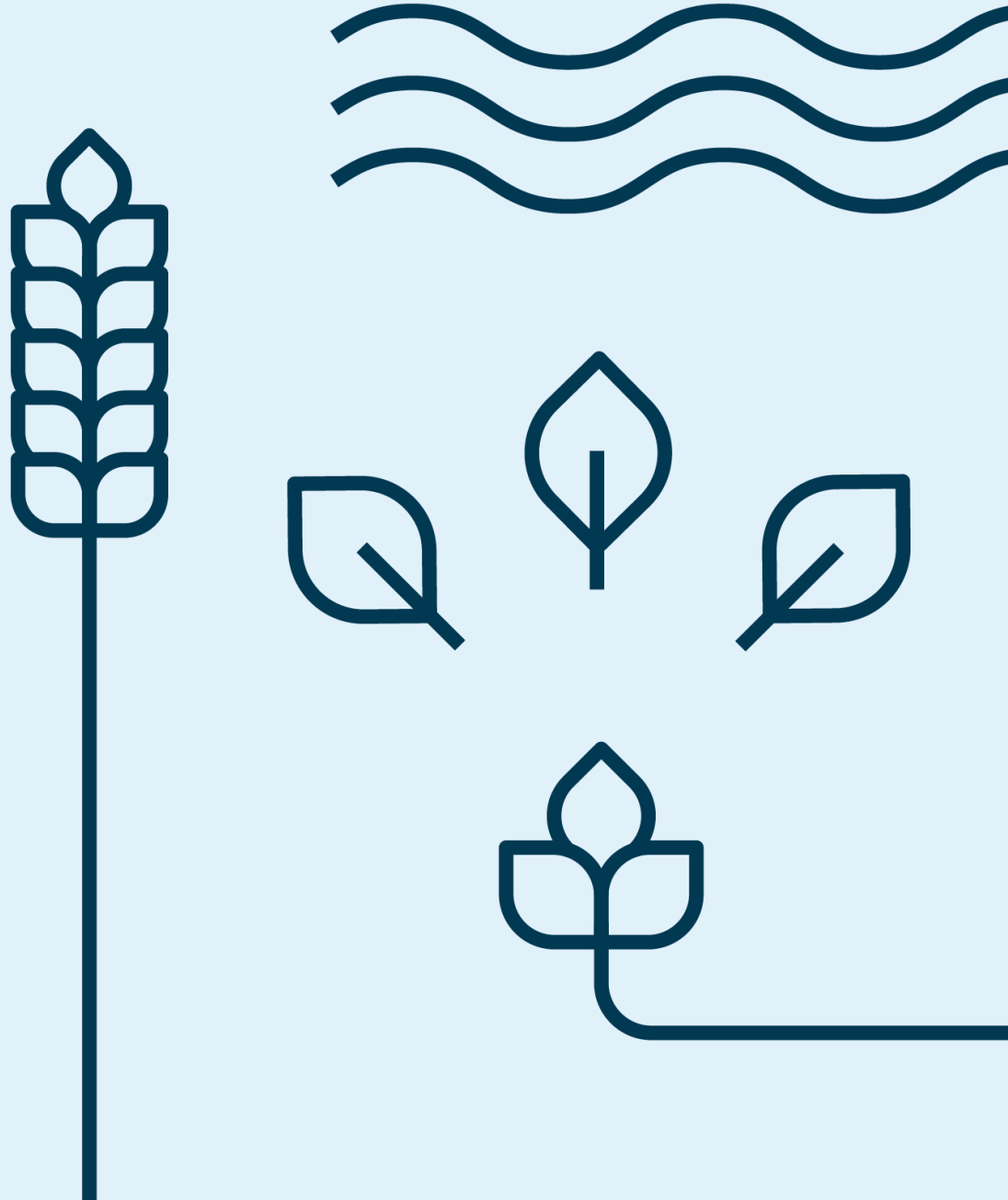
Thank You



REPORT HRM-2025-001

TO:	Mayor and Members of Council
PREPARED BY:	Sarah Huether, Director of Community Services and Human Resources
PRESENTED BY:	Sarah Huether, Director of Community Services and Human Resources
MEETING DATE:	December 17, 2025
SUBJECT:	Health and Safety Policy and Harassment and Violence in the Workplace Policy Annual Review

RECOMMENDATION

That Report HRM-2025-001 regarding the Health and Safety Policy and Harassment and Violence in the Workplace Policy Annual Review be received; and

That Council endorse the Health and Safety Policy and the Harassment and Violence in the Workplace Policy attached to this report as Schedule "A" and "B" respectively.

Purpose

The purpose of this report is to provide Council with the Health and Safety Policy, and the Discrimination, Harassment and Violence in the Workplace Policy as reviewed annually, for approval by Council.

Background

Legislation requires an annual review of the Health and Safety Policy and the Discrimination, Harassment and Violence in the Workplace Policy and endorsement of the policies from Council. Both policies were reviewed by the Township Joint Health and Safety Committee and were endorsed as presented.

Financial Implications

None

Applicable Legislation and Requirements

Occupational Health and Safety Act, R.S.O. 1990, c. O.1

Engagement Opportunities

Circulation to all Township staff and Volunteer Firefighters.

Attachments

Schedule “A” – Health and Safety Policy
Schedule “B” – Discrimination, Harassment and Violence in the Workplace Policy

Respectfully submitted,

Sarah Huether,
Director of Community Services and Human Resources

Reviewed by:

Courtenay Hoytfox,
CAO

Policy No. 2024-001

Corporate Policy

Department: Administration

Date: Adopted December 21,2022
Reviewed December 20, 2023
Reviewed November 20, 2024
Reviewed December 17, 2025

Subject: Health and Safety Policy

Policy Statement

The Corporation of the Township of Puslinch hereinafter referred to as the "Township" is committed to the health and safety of all employees and contractors and will make every effort to provide a safe and healthy work environment.

The Township will take all reasonable and practical steps to eliminate workplace conditions that may cause injuries or adverse health effects.

Commitment to health and safety is an integral part of the operation of the Township and involves the co-operation and support of every individual within the organization.

Scope

This policy is applicable to all Township Employees and its Contractors.

Definitions

For the purpose of this Policy:

"Act" means the Occupational Health and Safety Act and its Regulations, as amended.

"Contractor" means a contractor retained by the Township to perform work or to provide a service.

"Employee" means a Township employee, a member of Council, a member of a Committee of Council, local board and a Township volunteer.

Purpose

The purpose of this policy, in accordance with the Act, is to outline the Health and Safety mandate to all Employees and Contractors.

Township Council, CAO and senior management will work in consultation and in co-operation with its Employees and the joint health and safety committee(s) to ensure that the requirements of the Act are fully implemented and integrated into all Township work activities.

Management is responsible for the administration of the Township's health and safety programs, policies and procedures. A supervisor has a duty to ensure that machinery and equipment are safe and that an Employee works in compliance with established safe work practices and procedures.

An Employee must protect his/her own health and safety by working in compliance with the Act and with safe work practices and procedures established by the Township. An Employee will receive information, training and competent supervision in their specific work tasks to protect their health and safety.

An Employee shall report any potential safety hazard to their immediate supervisor so that it may be promptly remedied.

A Contractor is responsible for complying with the Act and for the health and safety of its employees, and when working with the Township all requirements of the Act shall be followed. A Contractor shall report any potential safety hazard to the Township so that it may be promptly remedied.

Work from Home

a) When working from home, the employee is responsible for setting up and maintaining a designated workspace that meets workplace health and safety requirements. Workspaces should be free of slip and trip hazards, electrical and material handling hazards, as well as any other preventable hazards.

b) The employee will report all work-related accidents or injuries to their Supervisor or Manager in accordance with the Township's policy and procedure. When an employee is injured while working from home, they must comply with the normal reporting requirements for any work-related accident.

c) Employees working at home that are injured while working in their home offices are eligible to apply for WSIB benefits. While the WSIB assesses each case individually based on its circumstances, generally the injury must have occurred in the course of the regular work hours and/or in the home workplace, which the Ministry of Labour defines as the actual space where work is conducted, during the time when work is being done.

d) Employees should first treat or seek treatment for the injury, and then report the injury to their Supervisor, just as they would if they were injured on the Township's premises.

e) Incidents of workplace violence and harassment must be reported by the employee to the Supervisor immediately (e.g., harassment via email or phone calls by clients, co-workers, etc.).

f) The Township is not responsible and assumes no liability for any injuries to family members, visitors, and others in the employee's home.

g) The Township will not be held liable for any damages to an employee's property.

h) If the employee is expected to regularly use a computer/laptop for completing their duties, a focus on proper workstation ergonomics is essential. Employees will follow the ergonomic guidelines for their workstations to the best of their abilities.

i) In the case of an emergency situation, the Township can unilaterally make the decision to have employees work remotely.

Reference and Related Documents

Employee Occupational Accident and Incident Reporting
Personal Protective Equipment
Health and Safety Responsibilities and Duties
Forms

Dated this 17th day of December, 2025

_____ _____

Interim CAO – Courtenay Hoytfox Mayor – James Seeley

Policy No. 2024-002

Corporate Policy

Department:	Administration
Date:	Adopted December 21, 2022 Reviewed December 20, 2023 Reviewed November 20, 2024 Reviewed December 17, 2025
Subject:	DISCRIMINATION, HARRASSMENT AND VIOLENCE IN THE WORKPLACE POLICY AND PROGRAM

Policy and Program Summary

This Policy and Program outlines the Township's commitment to ensuring a safe workplace. You will find in this Policy and Program information about how to report a concern about workplace discrimination, harassment and/or violence and how we address confidentiality. Employees are encouraged to speak to Human Resources, or their Manager should they have any questions or concerns related to their work environment or want more information.

Policy and Program Statement

The Corporation of the Township of Puslinch (the "Township") is committed to providing and maintaining a work environment that is based on respect for the dignity and rights of everyone in the corporation. It is the Township's goal to provide a healthy and safe work environment that is free of any forms of violence, harassment or disrespectful behavior. The organization will not tolerate any form of physical, sexual, emotional, verbal, or psychological abuse, nor any form of neglect.

The intention of this policy and its procedures:

- is to prevent workplace violence and harassment from taking place; and
- to maintain an environment that is free from harassment and abuse;
- to outline how we will act upon incidents and complaints of such behavior quickly and fairly with due regard to confidentiality.

The Township will not tolerate or condone discrimination, harassment or violence in the workplace. This includes making everyone in our organization aware of what behaviour is and is

not appropriate, assessing the risk of workplace violence, investigating complaints and imposing suitable corrective measures.

Scope

This policy applies to any employee or volunteer of the Township and applies in any location in which an employee or volunteer is engaged in work-related activities.

This includes, but is not limited to:

- the workplace, including during council and committee meetings whether in open or closed session
- during work-related travel
- at restaurants, hotels or meeting facilities that are being used for business purposes
- in Township owned or leased facilities
- during telephone, email and other communications, including but not limited to social media
- dialogue that extends from the workplace, related to work or workplace relations as well as comments made on social media pertaining to or associated with employees, work or the workplace
- at any work-related social event, whether or not it is sponsored by the Township
- discrimination and harassment which occurs outside the workplace but which may adversely impact employee relationships
-

This policy also applies to a situation in which you are harassed or discriminated against in the workplace by an individual who is not an employee of the Township, such as suppliers, ratepayers and other members of the public.

1. Definitions

For the purpose of this Policy:

“Employee” means a Township employee, a member of Council, a member of a Committee of Council, local board and a Township volunteer, contractor and consultant and includes a worker.

"Workplace discrimination" includes any distinction, exclusion or preference based on the protected grounds in the Ontario *Human Rights Code*, which nullifies or impairs equality of opportunity in employment, or equality in the terms and conditions of employment.

The protected grounds of discrimination are:

- *ethnic origin, race, colour, ancestry*
- *citizenship, place of origin*
- *creed, including religion*
- *age*
- *gender identity and gender expression*
- *sexual orientation*
- *sex (including pregnancy and breastfeeding)*
- *marital status (including same-sex partnership and single status)*
- *family status*
- *disability or perceived disability (both mental and physical); and*
- *a record of offences for which a pardon has been granted under the Criminal Records Act (Canada) which has not been revoked, or an offence in respect of any provincial enactment*

"Discriminatory harassment" includes comments or conduct based on the protected grounds in the *Ontario Human Rights Code*, which a person does not welcome or that offends him or her.

Examples of discriminatory harassment include but are not limited to:

- *offensive comments, jokes or behaviour that disparage or ridicule a person's membership or perceived membership in one of the protected grounds, such as race, religion or sexual orientation*
- *imitating a person's accent, speech or mannerisms*
- *persistent or inappropriate questions about whether a person is pregnant, has children or plans to have children*
- *inappropriate comments or jokes about a person's age, sexual orientation or sex*

Harassing comments or conduct can poison a person's working environment, making it a hostile or uncomfortable place to work, even if the person is not being directly targeted.
A poisoned working environment is a form of discriminatory harassment.

Examples of actions that can create a poisoned work environment include but are not limited to:

- *displaying offensive or sexual materials such as posters, pictures, calendars, websites or screen savers*
- *distributing offensive e-mail messages or attachments such as pictures or video files*
- *practical jokes that embarrass or insult someone*
- *jokes or insults that are offensive, racist or discriminatory in nature*

"Sexual and Gender-Based Harassment" includes conduct or comments of a sexual nature that the person does not welcome or that offends him or her. Sexual and gender-based harassment also includes:

- negative or inappropriate conduct or comments that are not necessarily sexual in nature, but which are directed at a person because of his or her gender or sex;

- comments or conduct of a sexual nature or that are based on gender or sex that are not necessarily directed at a particular person but are unwelcome or offensive to a person or group.

The Ontario Human Rights Code provides for protection from sexual harassment in employment as follows:

> *Every person who is an employee has a right to freedom from harassment in the workplace because of sex, sexual orientation, gender identity or gender expression by his or her employer or agent of the employer or by another employee.*
>
> *Every person has a right to be free from a sexual solicitation or advance made by a person in a position to confer, grant or deny a benefit or advancement to the person where the person making the solicitation or advance knows or ought*

reasonably to know that it is unwelcome; or a reprisal or a threat of reprisal for the rejection of a sexual solicitation or advance where the reprisal is made or threatened by a person in a position to confer, grant or deny a benefit or advancement to the person.

The Occupational Health and Safety Act defines workplace sexual harassment as:

(i) Engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or

(ii) Making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Both men and women can be victims of sexual or gender-based harassment, and someone of the same or opposite sex can harass someone else.
Examples of sexual or gender-based harassment include but are not limited to:

- *sexual advances or demands that the person does not welcome or want*
- *threats, punishment or denial of a benefit for refusing a sexual advance*
- *offering a benefit in exchange for a sexual favour*
- *leering (persistent inappropriate staring)*
- *displaying sexually offensive material such as posters, pictures, calendars, cartoons, screen savers, pornographic or erotic websites or other electronic material*
- *distributing sexually explicit e-mail messages or attachments such as pictures or video files*
- *sexually suggestive or obscene comments or gestures*
- *unwelcome remarks, jokes, innuendoes, propositions or taunting about a person's body, clothing or sex*
- *persistent, unwanted attention after a consensual relationship ends*

- *physical contact of a sexual nature, such as touching or caressing*
- *gossip or rumours regarding a person's sexual activities or relationships, regardless of whether they are malicious; and*
- *sexual assault*

"Workplace Harassment and Bullying" is a health and safety issue that is covered under the *Occupational Health and Safety Act* and means:

- engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome;
- workplace sexual harassment.

Examples of workplace harassment and bullying include but are not limited to:

- *verbally abusive behaviour such as yelling, insults, ridicule and name-calling, including remarks, jokes or innuendos that demean, ridicule, intimidate or offend*
- *workplace pranks, vandalism, bullying and hazing*
- *gossiping or spreading rumours, regardless of whether they are malicious*
- *excluding or ignoring someone, such as persistent exclusion of a particular person from workplace-related social gatherings*
- *workplace supervision done in a demeaning or abusive manner*
- *humiliating someone*
- *sabotaging someone else's work*
- *displaying or circulating offensive pictures or materials*
- *offensive or intimidating phone calls, emails, texts or social media communications*
- *a supervisor/manager impeding a person's efforts at promotions or transfers for reasons that are not legitimate*
- *making false allegations about someone in memos or other work related documents*
- *menacing behavior including staring, glaring, inappropriate gestures or unwelcome physical closeness*

"Physical Abuse" is defined as but not limited to the use of intentional force that can result in physical harm or injury to an individual. It can take the form of slapping, hitting, punching, shaking, pulling, throwing, kicking, biting, choking, strangling or the abusive use of restraints.

"Sexual Abuse" is defined as but not limited to any unwanted touching, fondling, observations for sexual gratification, any penetration or attempted penetration with a penis, digital or object of the vagina or anus, verbal or written propositions or innuendos, exhibitionism or exploitation for profit including pornography.

"Emotional Abuse" is defined but not limited to a chronic attack on an individual's self-esteem. It can take the form of name calling, threatening, ridiculing, berating, intimidating, isolating, hazing, habitual scapegoat, blaming.

"Verbal Abuse" is defined as but not limited to humiliating remarks, name calling, swearing at, taunting, teasing, continual put downs.

"Psychological Abuse" is defined as but not limited to communication of an abusive nature, sarcasm, exploitive behaviour, intimidation, manipulation, and insensitivity to race, sexual preference or family dynamics.

"Neglect" is defined as but not limited to any behaviour that leads to a failure to provide services which are necessary such as withdrawing basic necessities as forms of punishment, failing to assess and respond to changes in health status and refusing or withdrawing physical or emotional support.

"Harassment" is defined as but not limited to any unwanted physical or verbal conduct that offends or humiliates, including gender-based harassment. It can be a single incident or several incidents over time. It includes threats, intimidation, display of racism, sexism, unnecessary physical contact, suggestive remarks or gestures, offensive pictures or jokes. Harassment will be considered to have taken place if a reasonable person ought to have known that behaviour was unwelcome.

What Isn't Workplace Harassment

The *Occupational Health and Safety Act* states:

> *A reasonable action taken by an employer or supervisor relating to the management and direction of workers or the workplace is not workplace harassment.*

Therefore, workplace harassment should not be confused with legitimate, reasonable management actions that are part of the normal work function, including but not limited to:

- measures to correct performance deficiencies, such as placing someone on a performance improvement plan
- imposing discipline for workplace infractions
- requesting medical documents in support of an absence from work
- enforcement of workplace rules and policies
- normal workplace conflict or differences of opinion between individuals

The Test of Workplace Harassment

The test of workplace harassment is whether you knew or should have known that the comments or conduct were unwelcome to the other person.

For example, someone may make it clear through their conduct or body language that the behavior is unwelcome, in which case you must immediately stop that behavior.

Although it is commonly the case, the harasser does not necessarily have to have power or authority over the recipient. Workplace harassment can occur from co-worker to co-worker, supervisor to employee and employee to supervisor.

Workplace and Domestic Violence

"Workplace Violence" is defined under the *Occupational Health and Safety Act* as:

- the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker
- an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker

- a statement or behavior that is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

Workplace Violence is defined broadly enough to include acts that may be considered criminal and includes:

- *physically threatening behavior such as shaking a fist at someone, finger pointing, destroying property, throwing objects*
- *verbal or written threats to physically attack an employee*
- *leaving threatening notes or sending threatening emails*
- *wielding a weapon at work*
- *stalking someone*
- *physically aggressive behaviors including hitting, shoving, standing excessively close to someone in an aggressive manner, pushing, kicking, throwing an object at someone, physically restraining someone or any other form of physical or sexual assault*
- *violence that occurs outside the normal workplace but which has an impact on the working environment including working relationships*

Workplace violence may come from many different sources:

- strangers or people with no ties to the workplace
- clients or customers
- other employees
- intimate relationships outside of work (such as intimate partners, family, friends)

Domestic Violence

Domestic violence in the workplace includes domestic violence that is likely to expose you, or other employees, to physical injury that may occur in the workplace.

2. Duties of a Supervisor

A supervisor is expected to assist in creating a harassment, violence and discrimination-free workplace and to immediately contact Human Resources if they receive a complaint of workplace discrimination, harassment or violence, or witness or are aware of such behaviour.

A supervisor must take every reasonable precaution to protect workers from workplace violence, including participating in conducting risk assessments for workplace violence.

A risk assessment is to be conducted as frequently as necessary to prevent injury in the workplace, for example:

- after an event or threat has occurred
- if the work or workplace has changed
- when a safety concern related to workplace violence has been raised

A risk assessment may include evaluating a person's history of violent behavior to determine whether and to whom this employee poses a risk.

In making this evaluation, a supervisor should consider:

- whether the person's history of violence was associated with the workplace or work
- whether the history of violence was directed at a particular employee or employees in general
- how long ago the incidence of violence occurred

In certain circumstances, a supervisor may have a duty to provide information about a risk of workplace violence from a person with a history of violent behavior if an employee can be expected to encounter that person during the course of his or her work and the risk of workplace violence is likely to expose the employee to physical injury.

A supervisor will only release as much personal information about the person with a history of violent behavior as is reasonably necessary to protect the employee from workplace violence. A supervisor is required to consult with Human Resources prior to releasing information about a person with a history of violence.

3. Duties of All Employees

An employee must do his/her part by ensuring that his/her behavior does not violate this policy. Respect in the workplace and fostering a work environment that is based on respect and is free of harassment, violence and discrimination is everyone's responsibility.

You can assist in achieving an environment free of harassment, violence and discrimination by promptly reporting in accordance with the procedures outlined to your supervisor, any other supervisor the existence of any workplace harassment, violence or discrimination or threat of workplace harassment, violence or discrimination of which you become aware.

4. Procedures – Workplace Harassment and Discrimination

An investigation may be informal or formal as deemed necessary and appropriate by the Township.

Informal Procedure

If you believe that you are being harassed, abused or discriminated against, the first thing to do is to tell the person to stop. Do so as soon as you receive any unwelcome comments or conduct. Although this may be difficult to do, telling the person you don't like their actions is often enough to stop the behavior.

Some of the things you can say that might stop the behavior include:

"*I don't want you to do that."*
"Please stop doing or saying…"
"It makes me uncomfortable when you…"
"I don't find it funny when…"

If the workplace harassment, abuse or discrimination continues after you have confronted the individual, you may want to provide him or her with a written statement of the situation.

You can also report the incident(s) to your supervisor, your Department Head, Human Resources, any other member of management or the CAO. Where appropriate, the Township will assist you with implementing the appropriate de-escalation techniques.

It helps to keep a record of any incident(s) that you experience. This includes when the workplace harassment or discrimination started, what happened, whether there were any witnesses and what your response was.

If you believe that someone who is not an employee of the Township (e.g., a ratepayer, supplier, contractor, etc.), has harassed or discriminated against you, please report the incident(s) to your supervisor, Human Resources, or any other member of management or the CAO.

Although the Township has limited control over third parties, we will do our best to address the issue and prevent further problems from arising.

Formal Procedure

If the incident or complaint cannot be resolved informally or if it is too serious to handle on an informal basis, you may bring a formal complaint to Human Resources. If the matter involves Human Resources, the complaint can be brought to the CAO.

When bringing a formal complaint forward, as much written information as possible will be needed, including the name(s) of the person(s) you believe is harassing or discriminating against you, the place, date and time of the incident(s) and the names of any possible witnesses.

It is important that you provide your complaint as soon as possible so that the issue doesn't escalate or happen again. Once a complaint is received an investigation will be initiated.

If a decision is made not to make a formal complaint, an investigation may still occur and steps may need to be taken to prevent further workplace discrimination or harassment. For example, an investigation may need to be conducted if the allegations are serious or if there have been previous complaints or incidents involving the same person.

Investigation

An investigation into an incident or complaint regarding workplace harassment or discrimination will be undertaken as quickly as possible.

The Township will determine whether to use an internal or external investigator, depending on the nature of the incident or complaint.

The investigation may include:

- advising in writing the complainant, respondent and witnesses of their duty to maintain confidentiality
- interviewing the complainant and respondent to ascertain all of the facts and circumstances relevant to the incident or complaint, including dates and locations
- interviewing witnesses deemed relevant by the investigator, if any
- reviewing any related documentation
- making detailed notes of the investigation and maintaining them in a confidential file

Once the investigation is complete, the investigator(s) will prepare a report of the findings for review by Human Resources, or the CAO, as applicable, who will determine what action should be taken as a result of the investigation.

The complainant and respondent will be made aware of the findings and provided with a letter stating whether or not the incident or complaint constituted workplace harassment or discrimination. If a finding of workplace harassment or discrimination has been made, the complainant will also be provided with information regarding corrective measures taken to prevent a recurrence.

The complainant and respondent will be provided in writing with the result of the investigation and any corrective action within 10 calendar days of the completion of the investigation. The results of the investigation are not the same as the investigation report but is a summary only.

Human Resources and the CAO will determine the appropriate amount of information to be shared with the complainant and respondent.

5. Procedures – Workplace Violence

Under the *Occupational Health and Safety Act* workers have a responsibility to report workplace hazards and workplace violence is considered a workplace hazard.

If you are aware of workplace violence, even if you are not a recipient or witness to the violence directly, you are required to report it.
If you are either the recipient of or a witness to workplace violence, from any person, you must report such behavior to Human Resources. A person who believes they are unable to report workplace violence to Human Resources, may report to the CAO.

If a person is believed to be in imminent physical danger or physical assault has occurred, you must immediately report it to the police.

An employee has the right to refuse unsafe work if they have reason to believe they are in danger of workplace violence. Immediately contact your supervisor, at which point appropriate measures will be taken to protect you and investigate the situation. You will be moved to a safe place as near as reasonably possible to your normal work location and will need to be available for the purposes of investigating the incident. Certain employees may have a limited right to refuse, when the risk is inherent in their job duties, such as a member of the fire department.

Investigation

An investigation into a report or incident of workplace violence will be undertaken as quickly as possible.

The Township will determine whether to use an internal or external investigator, depending on the nature of the incident or report.

If a supervisor becomes aware of or witnesses' acts or threats of workplace violence, even if these events or actions are not reported to them by an employee, they must initiate an investigation, and corrective and preventative actions by reporting this to Human Resources or the CAO when it involves Human Resources.

The investigation may include:

- advising in writing the complainant, respondent and witnesses of their duty to maintain confidentiality
- interviewing the complainant and respondent to ascertain all of the facts and circumstances relevant to the incident or complaint, including dates and locations

- interviewing witnesses deemed relevant by the investigator, if any
- reviewing any related documentation
- making detailed notes of the investigation and maintaining them in a confidential file

Once the investigation is complete, the investigator(s) will prepare a detailed report of the findings. A copy of the findings will be provided to the Health and Safety Committee, the Department Head, CAO or Council, as applicable.

The complainant and respondent will be made aware of the findings and provided with a letter stating whether or not the incident or complaint constituted workplace violence. If a finding of workplace violence has been made, the complainant will also be provided with information regarding corrective measures taken to prevent a recurrence.

Human Resources and the CAO will determine the appropriate amount of information to be shared with the complainant and shall take into consideration the *Ontario Health and Safety Act* requirements for an employer to not disclose any more personal information than is reasonably necessary.

6. Procedures - Domestic Violence

If you are experiencing domestic violence, the Township will take every precaution reasonable to protect you and your fellow employees in the circumstances. The Township will do its best to assist you as discreetly as possible while maintaining your privacy.

This may include some or all of the following:

- creating a safety plan
- contacting the police
- establishing enhanced security measures such as a panic button, code words, and door and access security measures
- screening calls and blocking certain email addresses
- providing escorts to your vehicle
- facilitating your access to counselling

7. Corrective Action

If a finding of workplace harassment, discrimination or violence is made, the Township will take appropriate corrective measures, regardless of the respondent's seniority or position at the Township.

A corrective measure may include but is not limited to one or more of the following:

- discipline, such as a verbal warning, written warning or suspension without pay
- termination with or without cause
- referral for counselling, coaching or training, anger management training, supervisory skills training, or attendance at educational programs on respect in the workplace
- demotion or denial of promotion
- reassignment or transfer
- financial penalties such as the denial of a performance related salary increase
- any other disciplinary action deemed appropriate under the circumstances.

8. Confidentiality of Complaints and Investigations

Due to the sensitive nature of workplace harassment, discrimination, abuse and violence complaints, these complaints will be kept confidential to the extent possible. The Township will only release as much information as is necessary to investigate and respond to the incident or complaint, to take corrective action with respect to the incident or complaint or if required to do so by law.

The Township may be required to disclose pertinent information for the purpose of protecting an employee from injury where a reasonable threat of workplace harassment, discrimination and violence exists. Reports will be kept confidential if it has been determined that a reasonable threat of workplace violence does not exist or where reasoned and practical in the circumstances.

Out of respect for the individuals involved, it is essential that the complainant, respondent, witnesses, and anyone else involved in or aware of the investigation maintain complete confidentiality throughout the investigation and afterwards.

You may have the assistance of a support person throughout the investigation process, as long as they are not a witness or potential witness and agree to maintain strict confidentiality. The role of the support person throughout the investigation process is to observe and provide support.

All employees, representatives and support persons are required to fully cooperate in the investigation process and to not in any way impede, obstruct or behave in a manner that potentially jeopardizes the integrity of the investigation. Breaching confidentiality or acting in a manner that obstructs, impedes or affects the integrity of the investigation is subject to discipline up to and including termination of employment.

9. What to Do if You are Accused of Workplace Harassment or Discrimination

If you are asked by a fellow employee to stop behaviors which could reasonably constitute workplace harassment or discrimination, evaluate your behavior. Even if you did not mean to offend, your behavior has been perceived as offensive. Stop the behavior that the employee finds offensive and apologize. Failure to stop this behavior will leave you more vulnerable to disciplinary action if it is determined the behavior is inappropriate or constitutes workplace harassment or discrimination. If you believe the incident has been reported or the complaint has been made in bad faith or is malicious in nature, discuss this with the supervisor or any member of management.

10. Protection from Retaliation or Reprisal

An employee cannot be penalized, reprimanded, or in any way criticized when acting in good faith while following the procedures for addressing situations involving workplace harassment, discrimination or violence.

The Township will not tolerate retaliations, taunts, or threats against anyone who reports an incident or complains about workplace harassment, discrimination or violence or takes part in an investigation. Any person who taunts, retaliates against or threatens anyone in relation to a harassment, discrimination or violence incident or complaint may be disciplined, up to and including termination of employment.

Deliberate false accusations of discrimination or harassment are of a serious nature and may also result in disciplinary action up to and including termination of employment without notice or pay in lieu of notice. It is to be noted that an unproven allegation of discrimination or harassment does not mean that there was a deliberate false allegation. The complainant may have genuinely had reason to believe that there was discrimination or harassment.

Alleged retaliation or reprisals are subject to the same complaint procedures and penalties as complaints of discrimination, harassment or violence.

11.Training

All staff including volunteers, members of Council and Committees of Council will receive training and communications on this policy and any related program.

This policy will be provided to all staff and posted on the Health and Safety bulletin board.
The Township encourages staff to work in groups or with a 'buddy' whenever possible.
When staff are working with money or valuables, they are to be locked up and amounts kept to a minimum to reduce risk.

In the event of a potentially violent situation involving money or valuables, employee safety is the primary concern over such money or valuables.

12. Employee Support

If Township staff have witnessed or experiences a traumatic event, special support may be required. The Township will accommodate this need on a case-by-case basis.

13. Review

The Township will review this policy as often as necessary or at least annually.

Reference and Related Documents:

Health and Safety Policy
Acknowledgment of Receipt of the Harassment and Violence in the Workplace Policy
Respect in the Workplace Complaint Form

Dated this 17th day of December, 2025

_____ _____

Courtenay Hoytfox James Seeley

CAO Mayor

REPORT HRM-2025-002

TO:	Mayor and Members of Council
PREPARED BY:	Sarah Huether, Director of Community Services and Human Resources
PRESENTED BY:	Sarah Huether, Director of Community Services and Human Resources
MEETING DATE:	December 17, 2025
SUBJECT:	Township of Puslinch Annual Accessibility Status Report

RECOMMENDATION

That Report HRM-2025-002 entitled Township of Puslinch Annual Accessibility Status Report be received for information.

Purpose

The purpose of this report is to provide Council with an annual status update on the progress of measures taken to implement the Township 2022-2026 Multi-Year Accessibility Plan (Schedule "A").

The Township of Puslinch has established a multi-year accessibility plan to prevent and remove barriers to accessibility and to meet requirements under the Accessibility for Ontarians with Disabilities Act (AODA) and the Integrated Accessibility Standards.

This Annual Status Report details the required annual update for 2022-2026 on the progress of measures taken to improve accessibility within the Township. The purpose of this report is to track the organization's progress and make the public aware of our initiatives, through collaboration with all Township departments including Public Works, Parks & Facilities, Finance, Fire, Building and Administration.

This report will be available online at www.puslinch.ca/accessibility.

Background

The *Ontarians with Disabilities Act* (ODA), 2001, mandates public organizations have an accessibility plan that integrates accessibility planning into their operations and facilities.

In 2015, the Ontario Government introduced the AODA, which provided a foundation of how to achieve a fully-accessible province for all citizens by 2025.

The AODA sets out the roadmap for an accessible Ontario by 2025, and contains standards in the following five areas:

1. Customer Service;
2. Information and Communication;
3. Employment;
4. Transportation; and,
5. Design of Public Spaces.

The Township's 2022-2026 Multi-Year Accessibility Plan is based upon the legislative requirements of the ODA and AODA.

In addition to addressing the specific goals and priorities identified in the 2022-2026 Multi-Year Accessibility Plan, Township staff will consult with the County of Wellington and Member Municipalities' Accessibility Advisory Committee on various policies and procedures in preparation for the 2026 Municipal Election.

Projects identified on the Multi-Year Accessibility Plan that are marked with an asterisk "" are contingent upon available grant funding opportunities.

2025 Status Update

Customer Service

- (Ongoing) Continue to provide Accessible Customer Service Training to all staff, new employees and volunteers
- (Ongoing) Continue to review and improve current process to receive feedback from the public, where possible
- (Ongoing) Continue to review and improve current processes and standard operating procedures on how the public can request alternative formats, where possible
- (Ongoing) Continue to support corporate efforts to ensure compliance with AODA and the Integrated Accessibility Standards
- In the Fall of 2025, Township Council approved the Vote by Mail method for the 2026 Municipal election, to allow eligible voters to receive and return their ballots through the postal service rather than voting at a physical polling station. This method helps ensure that individuals who experience

physical, sensory, cognitive, or transportation-related barriers can still participate fully in the democratic process.

Information and Communications

- (Ongoing) The Township website software performs continuous 'Accessibility Checks', to identify accessibility issues with website content, and provide tips and steps on how to update the content to make it accessible, that staff review and action
- (Completed) Fall of 2023, the Township in partnership with Aubs and Mugg (Township's website support provider) performed a comprehensive Accessibility audit of the Township's website, to further identify areas for improvement.
- (Ongoing) Staff actively monitor the Townships website to improve accessibility.
- (Completed) Fall of 2023, the Township confirmed that its partner DocuPet had completed an internal audit, confirming its website is meeting accessibility standards.
- (Ongoing) Website content written in plain language, appropriate heading tags for content, alternative text tags for images and documents that are friendly to those using assistive devises
- (Ongoing) Created online accessible fillable forms and converted existing forms to PDF forms for easier use
- (Ongoing) Documents offered in accessible formats when requested
- (Ongoing) Reviewed information and communications processes and products to improve accessibility

Employment

- (Ongoing) Provided accommodation measures as required during recruitment processes upon request
- (Ongoing) Provided job postings and descriptions in alternative formats upon request
- (Ongoing) Ensured job postings were advertised in a variety of websites and the local County newspaper
- (Ongoing) Provided accessibility training to all new staff as part of new employee onboarding program

Transportation

- (Ongoing) In 2019, Wellington County, in partnership with the Province of Ontario, launched *Ride Well*, an on demand public transit service available to all residents and visitors in

Puslinch Township. Service can be arranged by using the RIDE WELL app or by phone. The Township, in partnership with the County, continues to identify opportunities to advertise and promote this program through local mediums.

- As the Township of Puslinch does not have a public transit system, the majority of the Transportation standard does not apply
- In 2009 the Township entered into an agreement with the County of Wellington to delegate authority for licensing taxicabs within the Township of Puslinch. In 2011, the County of Wellington ensured Taxi By-law 5266-11 met the requirements of the Integrated Accessibility Regulations as they relate to the Transportation standard.

Design of Public Spaces

- A Space needs analysis was completed (2021-2022) regarding the re-design of municipal office in accordance with public space accessibility requirements of the Ontario Building Code, and the County of Wellington's Facility Accessibility Design Manual. The next step for this project in 2026 is to obtain detailed design options to determine budgetary cost estimates.
- (Completed) The Playground upgrades at the Puslinch Community Center Park were completed Spring of 2024, with the addition of a fully accessible playground, shade structure with accessible seating and accessible walking paths throughout the Puslinch Community Centre Park. As well, additional accessible parking spaces have been added to the renovated rear parking lot at the Puslinch Community Centre Park.
- (Completed) In 2023, the installation was completed of a new accessible playground and accessible shade structure a Boreham Park.

Financial Implications

None

Applicable Legislation and Requirements

Ontarians with Disabilities Act (ODA), 2001
Accessibility for Ontarians with Disabilities Act

Attachments

Schedule A – 2022-2026 Multi-Year Accessibility Plan

Respectfully submitted,

Sarah Huether
Director of Community Services and Human Resources

Reviewed by:

Courtenay Hoytfox
CAO

TOWNSHIP OF

PUSLINCH

EST. 1850

2022-2026

Multi-Year Accessibility Plan

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Township of Puslinch Accessibility Commitment

The Township of Puslinch is committed to being responsive to the needs of its residents and to recognize the diverse needs of all residents. The Township of Puslinch strives to provide services and facilities that are accessible to all citizens.

In 2021, the Township reaffirmed its commitment to equal access and participation for people with disabilities, by enacting a Corporate Accessibility Policy which supports treating people with disabilities in a way that allows them to maintain their dignity and independence, by enacting a Corporate Accessibility Policy.

The 2022-2026 Multi-Year Accessibility Plan builds on a foundation set by the 2011-2017 and 2017-2021 Multi-Year Plans and outlines the Township's approach to ensuring an inclusive workplace and ensuring that our services are accessible to the public.

The Township's goal is to ensure accessibility within the organization for the public and employees in services and facilities.

Legislation and Responsibilities

The Ontarians with Disabilities Act (ODA), 2001, mandates public organizations have an accessibility plan that integrates accessibility planning into their operations and facilities.

In 2015, the Ontario Government introduced the Accessibility for Ontarians with Disabilities Act (AODA), which provided a foundation of how to achieve a fully-accessible province for all citizens by 2025.The AODA sets out the roadmap for an accessible Ontario by 2025, and contains standards in the following five areas:

1. Customer Service;
2. Information and Communication;
3. Employment;
4. Transportation; and,
5. Design of Public Spaces.

The Township's Multi-Year Accessibility Plan is based upon the legislative requirements of the ODA and AODA.

2022-2026 Goals and Priorities

Accessibility Standard	Goals and Priorities	Timeline
Customer Service	Review best municipal practices and improve (if necessary) current processes on how the public can request alternative formats, where possible	Ongoing
	Support corporate efforts to ensure compliance with AODA and the Integrated Accessibility Standards	Ongoing
	Review and update (if necessary) Township of Puslinch Policy regarding Accessible Standards for Customer Service & Use of Assistive Devices	2022
Information and Communications	Ensure public documents are provided in accessible formats when requested	Ongoing
	Conduct accessibility audit of Township website to ensure content meets internationally-recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements in accordance with Ontario's accessibility laws. In addition to an automated scan, include a real human test/review of the website.	2023
	Conduct Website Redesign in accordance with Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements, AODA standards, and municipal best practices*	2026 & 2031
Employment	Provide Accessible Customer Service Training to all staff, new employees and volunteers	Ongoing
	Provide accessibility training to all new staff as part of new employee onboarding program	Ongoing
	Provided accommodation measures as required during recruitment processes upon request	Ongoing

	Ensure job postings and descriptions in alternative formats upon request	Ongoing
	Advertise job postings in a variety of newspapers and websites	Ongoing
Transportation	The Township of Puslinch does not have a public transit system, the majority of the Transportation standard does not apply	
	In 2009 the Township entered into an agreement with the County of Wellington to delegate authority for licensing taxicabs within the Township of Puslinch. In 2011, the County of Wellington ensured Taxi By-law 5266-11 met the requirements of the Integrated Accessibility Regulations as they relate to the Transportation standard	
	As a municipality in the County of Wellington, residents of the Township of Puslinch can access RIDE WELL, a demand based, accessible public transit service	
Design of Public Spaces	Playground upgrades at the Puslinch Community Centre Park*	2022-2023
	Parking lot and associated enhancements (curbing, entrance, and additional lighting) at the Puslinch Community Centre*	2023
	Incorporate accessible design features in accordance with public space accessibility requirements of the Ontario Building Code, and the County of Wellington's Facility Accessibility Design Manual, into future renovations/additions to the Municipal Office*	2022-2026
	Playground upgrades at Boreham Park (also known as Arkell Park)*	2024
	Bar Counter, Bar Door, Cosmetic Upgrades at the Puslinch Community Centre	2025

Projects identified on the Multi-Year Accessibility Plan that are marked with an asterisk "" are contingent upon available grant funding opportunities.

Monitoring and Annual Reporting

The 2022-2026 Multi-Year Accessibility Plan will be reviewed and updated every five years. The next update will occur in 2026.

Township Staff will prepare for Municipal Council an annual status report to document and highlight the progress and measures taken to implement the Multi-Year Plan and meet the requirements of the AODA and Integrated Accessibility Standards Regulation.

Feedback and Contact Information

The Township of Puslinch welcomes feedback on the Multi-Year Accessibility Plan, and on the accessibility of our services and facilities. If you have any ideas or suggestions in the spirit of continuous improvement, please contact us.

Telephone:	519-763-1226
Mail:	Clerk's Office Attention: Deputy Clerk 7404 Wellington Road 34 Puslinch, ON N0B 2J0
Email:	admin@puslinch.ca

The Multi-Year Accessibility Policy is available on the Township's website at puslinch.ca/accessibility.

Alternative formats, including paper copies of the Accessibility Plan are available upon request.

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

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

Our File: 0215

December 11, 2025

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

Attention: Courtenay Hoytfox
CAO

Dear Courtenay;

Re: White Wolf Property Management Inc. – Aberfoyle Site 2024 Annual Monitoring Report Review

At the request of the Council of the Township of Puslinch we have reviewed the 2024 Annual Monitoring Report for the White Wolf Property Management Inc.(White Wolf), Aberfoyle site. We also virtually attended the presentation of the report on November 18, 2025. The Permits to Take Water Numbers 7383-DLVR8W (Erin Site) and 4657-DLVP7F (Aberfoyle Site) were issued to White Wolf on October 9,2025 and are valid until November 15, 2026.

November 18, 2025 Stakeholders Meeting

The Aberfoyle site PTTW includes a condition

4.10 By November 30, 2025, and September 30 of each year thereafter, the Permit Holder shall host an annual stakeholder meeting. The meeting will provide an opportunity for the Permit Holder to inform stakeholders of the Permit and the results of the annual monitoring report (for the 12-month period ending December 31 of the previous year), to receive submissions from stakeholders and the public, and to answer questions concerning the water taking.

It was made clear in the meeting that only questions regarding the 2024 Monitoring Report were entertained. There was no allowance for general questions concerning the water taking.

Permit to Take Water 4657-DLVP7F

The October 15, 2025 announcement from the Ministry of the Environment, Conservation and Parks states that the new permits reflect a change of ownership to White Wolf. No other changes in the Permit were described in the announcement. Without having a side-by-side review, it appears that the monitoring conditions were not altered in the issuance of the new license. The one-year permit length will allow the Township to comment fully on the continued water taking from the Aberfoyle Site and petition the MECP should changes be necessary.

Considering that the permit was not cancelled, The Township can expect that all monitoring conditions of the permit held by Blue Triton will have been carried out until the ownership change in October, 15, 2025 and by White Wolf, thereafter.

The permitted volume remains the same at 3,600,000 liters per day, 365 days of the year.

These conditions were included in the newly issued permit, the same as the former permit.

4.9.1 Prior to December 31, 2025, the Permit Holder shall establish a publicly accessible internet Website, with no user, access or registration fees, and shall maintain the website for the duration of this permit. Following the establishment of the Website, the Permit Holder shall notify the Director in writing, of the Website URL address.

4.9.2 By December 31, 2025, the Permit Holder shall upload and make available for download the following information:
· all technical documentation submitted to support the Permit To Take Water application, items listed in Schedule A of this Permit;
· a plain language executive summary of the water taking activity; and,
· the well interference protocol.

4.9.3 By March 31 of each calendar year (until March 31, 2027) the Permit Holder shall upload and make available for download the following information to the Website:
· the monitoring report required by Condition 4.7 for the 12-month period ending December 31 of the previous year.

· The daily water taking records collected as required by Condition 4.1, uploaded in a suitable electronic format (e.g. Microsoft Excel) for the 12-month period ending December 31 of the previous year.

Thus, by December 31, 2025 we can expect that we can obtain a summary of the 2025 water taking.

With the ownership being the only change to the Permit, we note our continued concern with the following aspects of the Permit to Take Water.

1) There are no direct provisions for automatic reductions of water taking during drought or Low Flow Advisories. Condition 3.3 requires in an increase in monitoring intensity at one monitoring location during low flow advisories and a consultation with the MECP to address impacts, if any. The Low Water Response Plan prepared by Golder Associates (Item 6 of Schedule A) rightly identifies that other new or increased sources of influence on the streamflow would also be investigated. Our request on future permits to take water would be to re-instate former Condition 4.5 (2013 Permit) that required increased monitoring during periods of greater volume water taking. Although action on this condition was never required to-date, if market demand for bottled water increased, former Condition 4.5 provided additional assurance that changes in water levels would be observed and assessed during periods of greater environmental stress.

2) We are disappointed to see that the response to Low Flow Advisory does not include a reduction in water taking based on existing water use. Any reduction in taking required or requested through a Low Flow Advisory will continue to be based on a percentage reduction from the maximum permitted value, not the value of current taking. The majority, if not all water taking in the Township of Puslinch occurs at less than maximum permitted value, therefore, there is usually no change in taking during a Low Flow Advisory. It is our opinion, that if ambient conditions (precipitation and streamflow) indicate stress in the streams and a Low Water Advisory is declared, then water taking should be reduced to minimize the potential for anthropogenic interference.

3) The Permit does not include a requirement to investigate multiple aquifer penetrating wells in the area of influence of well TW3-80. The 2024 annual monitoring report identifies the function of the lower permeability aquitard above the lower bedrock aquifer. Given this recognition by consultants for White Wolf and the known induced gradient between the lower and upper aquifers caused by pumping of TW3-80, it is our opinion that White Wolf should be identifying and quantifying the contaminants that are moving through the multiple aquifer penetrating wells into the lower aquifers in the area of influence of well TW3-80.

This is for the benefit of maintaining water quality in the lower aquifer for present and future users. We note that on purchased bottles of Pure Life water bottled at the Aberfoyle Plant by a former water producer at the site, the chloride concentration is listed as 100 mg/L and sodium at 50 mg/L. These bottle labels are our only insight into the water quality of the aquifer water removed at well TW3-80 and as a public resource the quality of the aquifers supplying local residences and industry is of great interest. Either the Township of Puslinch, Wellington County or White Wolf should be measuring and reporting on the water quality of the overburden, upper and lower bedrock aquifers over time and reporting on trends in water quality. This requirement should also be extended to the City of Guelph and the Region of Waterloo who also create significant downward gradients in the lower aquifer.

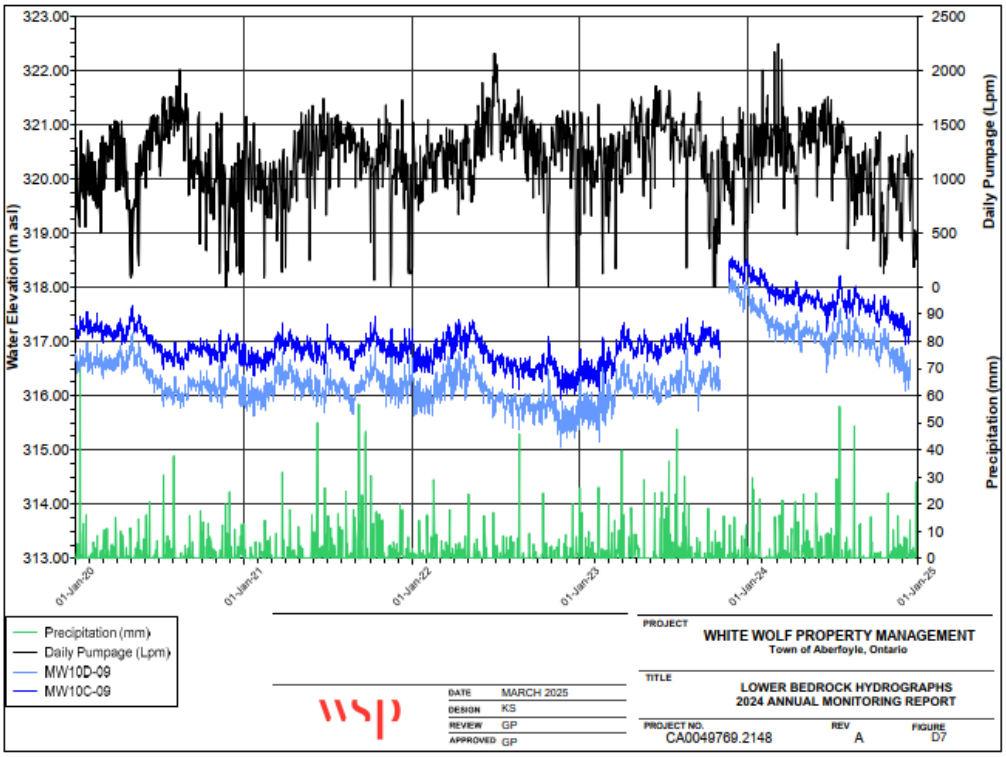
Comments on the 2024 Annual Monitoring Report

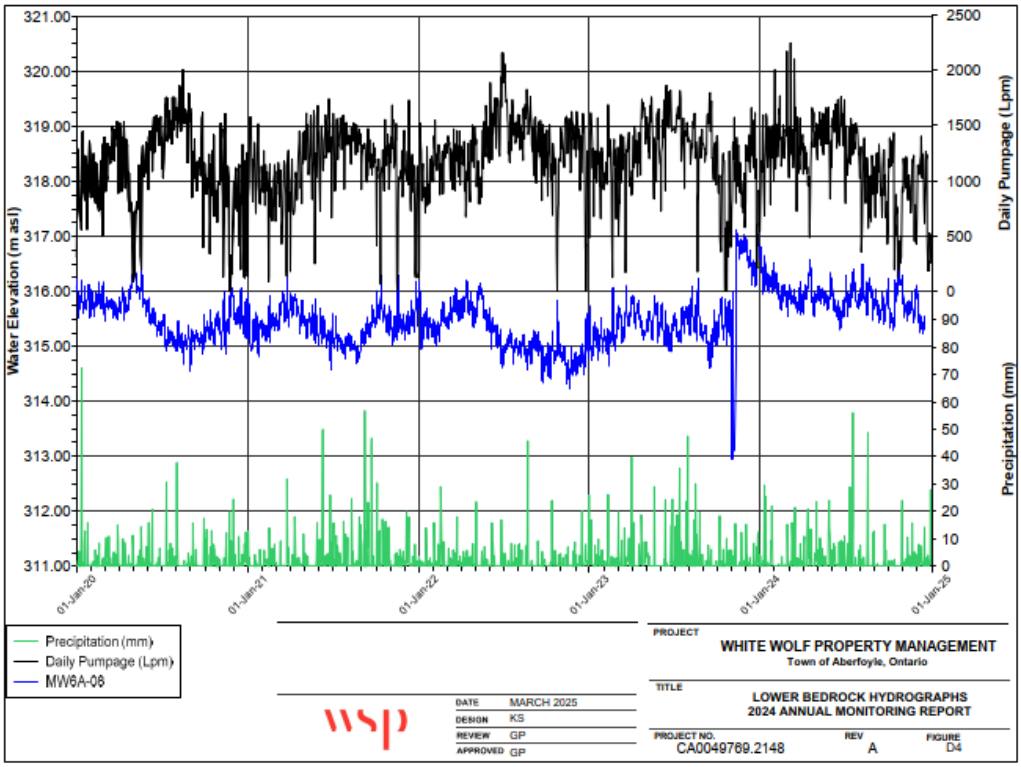
Comment 1: Approximately 612 million liters of water was taken from well TW3-80 in 2024. The average taking over the last 23 years is 680 million liters in a year.

Comment 2: The 2024 monitoring report identifies that the pumping from TW3-80 influences groundwater levels in the overburden. The report states that water levels in the overburden are influenced by natural factors such as recharge and to a lesser degree by pumping from TW3-80. We fully agree with this statement, and it is our opinion that under low recharge conditions that occur in the summer and higher pumping rates that occur in the summer, that the impact on overburden water levels is the greatest. We are thus encouraged by the condition in the PTTW that requires additional monitoring during Low Flow Advisories which typically occur in the summer.

Comment 3: Other than for TW3-80, only five years of data is presented on the hydrographs despite there being data available to at least 2006. We recommend that long-term hydrographs for representative monitors in each aquifer unit (overburden, upper bedrock and lower bedrock) be included in the annual report.

Comment 4: The five-year hydrograph for MW10C/D is attached and that of MW6A-08. In late 2023 and persisting into 2024 there is an unexplained sudden increase followed by a decline in groundwater potential. This is associated with a sudden decrease in the magnitude of vertically upward hydraulic gradients. These sudden jumps do not occur elsewhere. This behavior should be explained as there are longer term downward trends occurring in this area and these abnormalities affect the ability to track those long term trends.


Water Elevation (m asl)
Daily Pumpage (Lpm)
Precipitation (mm)
Precipitation (mm)
Daily Pumpage (Lpm)
MW10D-09
MW10C-09
PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario
TITLE
LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT
DATE MARCH 2025
DESIGN KS
REVIEW GP
APPROVED GP
PROJECT NO. CA0049769.2148
REV A
FIGURE D7


Water Elevation (m asl)
Daily Pumpage (Lpm)
Precipitation (mm)
Precipitation (mm)
Daily Pumpage (Lpm)
MW6A-08
PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario
TITLE
LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT
DATE MARCH 2025
DESIGN KS
REVIEW GP
APPROVED GP
PROJECT NO. CA0049769.2148
REV A
FIGURE D4

Summary Comments

The taking of water from TW3-80, other industrial water takings from the deep aquifer beneath Aberfoyle, the water taking by the City of Guelph and the water taking by the Region of Waterloo are reducing the hydrostatic pressure in the lower aquifer, a significant water supply aquifer for the Township of Puslinch. Other than the lowering of water levels in private wells near to the production wells, the regional implications of this reduced pressure is not readily apparent. However, groundwater models indicate that a reduction in baseflow to Mill Creek is one of the outcomes.

The water quality of the lower aquifer will be diminished by the induced movement of groundwater from upper aquifers. Our recent work with Source Water Protection in Wellington County has identified numerous multiple aquifer penetrating wells in the area of influence of well TW3-80.

Our recommendations to the Township of Puslinch are as follows:

1) Request that White Wolf provide responses to Comments 3 and 4.

2) Request that White Wolf assist in the development a plan to identify multiple-penetrating aquifer wells within their area of influence, evaluate the movement of water through the wells and develop a mitigation plan.

3) Request that White Wolf participate in a regional analysis of the cumulative impact of water taking from the Lower Aquifer and impact assessment on baseflow to Mill Creek relative to non-pumping conditions.

4) Provide these comments to the Ministry of the Environment Conservation and Parks.

Please do not hesitate to contact us in regard to this review.

Sincerely,
Harden Environmental Services Ltd.

[redacted]

Stan Denhoed, P.Eng., M.Sc.
Senior Hydrogeologist



Encl: Three figures from the 2024 Monitoring Report



LEGEND

- PRODUCTION WELL
- MONITORING WELL (BEDROCK)
- PRIVATE WELL (BEDROCK)
- WATERCOURSE
- WATER ELEVATION CONTOURS (MASL)
- PROPERTY BOUNDARY
- 308.83 WATER LEVEL ELEVATION (JUNE 22, 2024)

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE.

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATIONAUTHORITY, 2016
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014/TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
POTENTIOMETRIC SURFACE OF LOWER BEDROCK AQUIFER (JUNE, 2024)

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	4.3



LEGEND

- PRODUCTION WELL
- MONITORING WELL (BEDROCK)
- PRIVATE WELL (BEDROCK)
- WATERCOURSE
- WATER ELEVATION CONTOURS (MASL)
- PROPERTY BOUNDARY
- 309.83 WATER LEVEL ELEVATION (JUNE 22, 2024)

1:12,500 METRES

NOTE(S)
1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)
1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE – ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

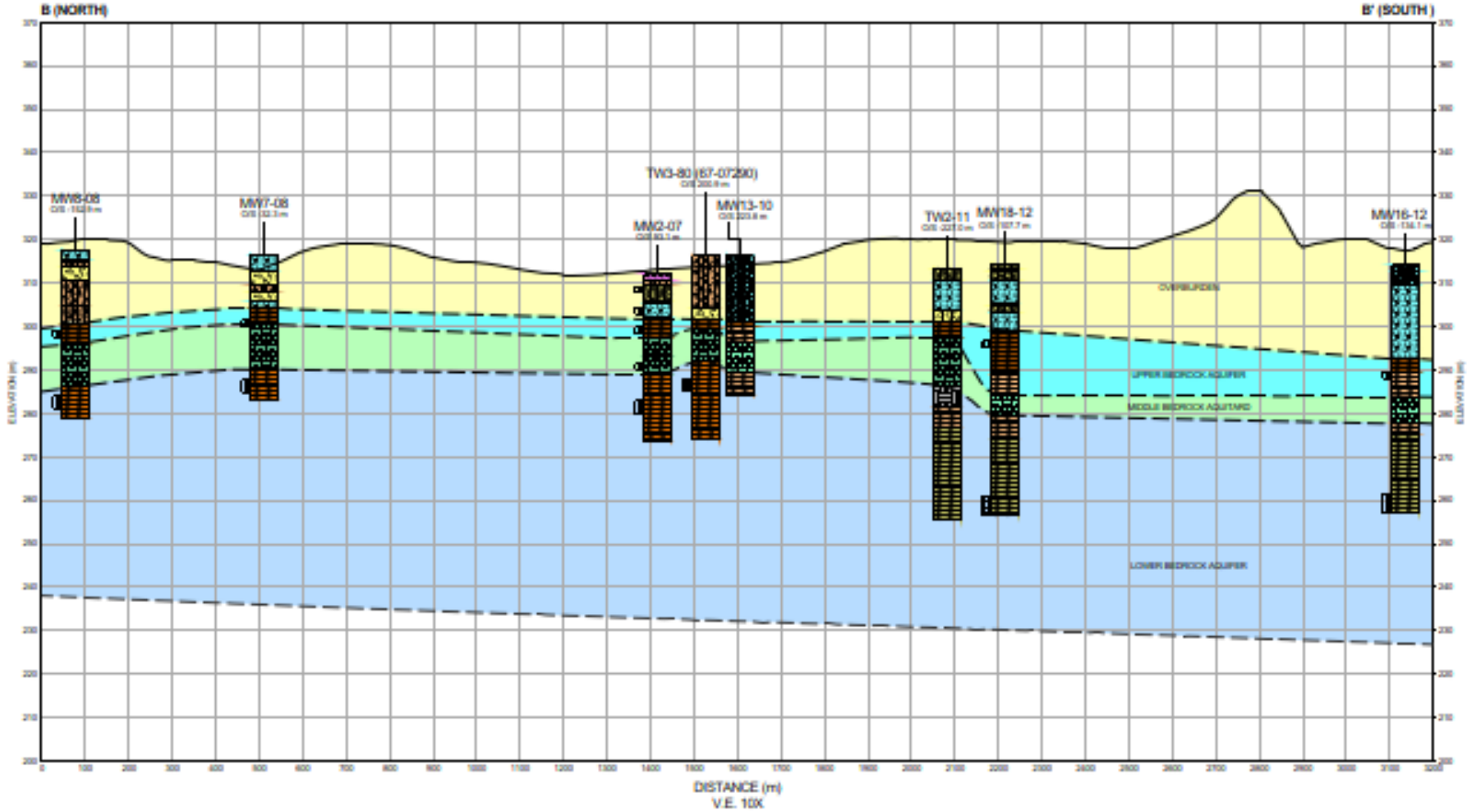
PROJECT
2024 ANNUAL REPORT

TITLE
POTENTIOMETRIC SURFACE OF UPPER BEDROCK AQUIFER (JUNE 2024)

CONSULTANT

YYYY.MM.DD	2025-03-14
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV	FIGURE
CA0049769.2148	0001	0	4.4



LEGEND

OVERBURDEN
- SAND
- SILTY SAND
- SILTY SAND TILL
- SANDY SILT
- SANDY SILT TILL
- SILT
- SILT TILL
- TOPSOIL
- SAND AND GRAVEL
- GRAVEL AND SILT

BEDROCK (OLD)
- GUELPH
- ERAMOSA
- AMABEL
- BEDROCK

BEDROCK (NEW)
- GUELPH
- REFORMATORY QUARRY
- VINEMOUNT
- GOAT ISLAND
- GASPORT
- IRONSIDEGOT
- ROCKWAY
- MERRITTON
- CABOT HEAD

0 25 50
1:1,000 VERTICAL METRES

0 250 500
1:10,000 HORIZONTAL METRES

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
CROSS SECTION B - B'

CONSULTANT
wsp

YYYY-MM-DD	2025-03-06
DESIGNED	
PREPARED	DD
REVIEWED	GP
APPROVED	GP

PROJECT NO. CA0049769.2148 (1000) | TASK | REV. A | FIGURE 2.5

Laura Emery

To: Stan Denhoed
Subject: RE: 2024 Blue Triton Annual Stakeholder Meeting

From: Teresa Fleming <tfleming@whitewolfpropertymanagement.ca>
Sent: Wednesday, November 5, 2025 3:10:36 PM
Cc: John Fudge <jfudge@whitewolfpropertymanagement.ca>
Subject: 2024 Blue Triton Annual Stakeholder Meeting

Hello,

Please find this email as your invitation to the Annual Stakeholder meeting to review the 2024 Blue Triton Brands Annual Reports for Aberfoyle and Erin. This meeting will be held virtually on Tuesday November 18th, 2025, at 2pm, hosted by White Wolf Property Management Inc. A meeting request will follow next week which includes the meeting link and agenda.

To review the Aberfoyle and Erin 2024 Annual Reports and Pumping Data, please use the following link.
HOME | White Wolf Property

Thank you,
Teresa Fleming

WHITE WOLF
PROPERTY MANAGEMENT INC.

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have receiv
author and do not necessarily represent those of the company. Finally, the recipient should check this email and any attachments for the presence of viruses. The C

REPORT

White Wolf Aberfoyle Site

2024 Annual Monitoring Report

Submitted to:

White Wolf Property Management Inc.

485387 30 Sideroad
Shelburne, ON
L9V 3N5

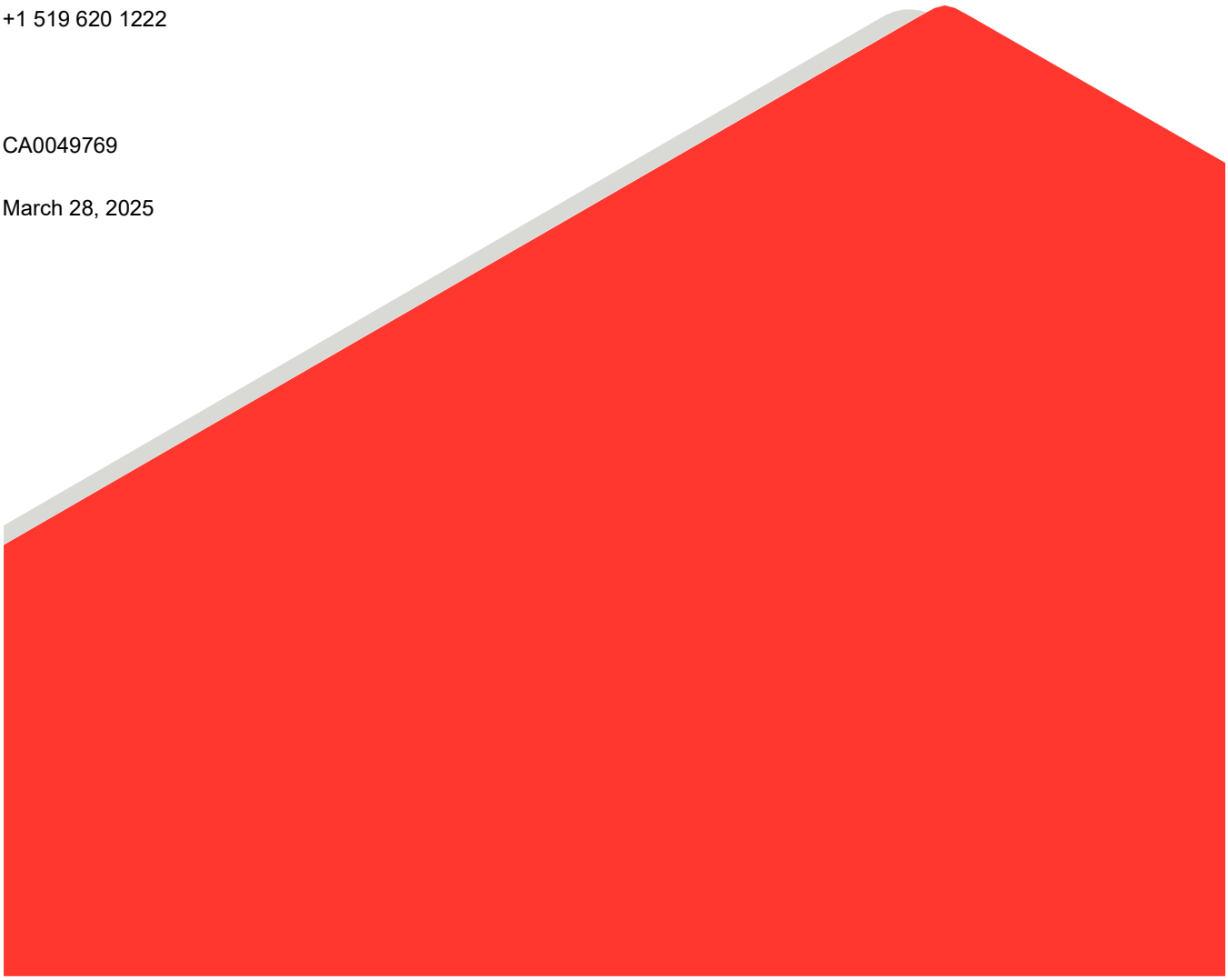
Submitted by:

WSP Canada Inc.

900 Maple Grove Road, Unit 10, Cambridge, ON, N3H 4R7, Canada
+1 519 620 1222

CA0049769

March 28, 2025



Distribution List

1 eCopy - White Wolf

1 eCopy - MECP

1 eCopy - Puslinch Township

1 eCopy - WSP Canada Inc.

Key Facts for 2024 Operations at Aberfoyle

Key facts for the 2024 operations at Aberfoyle are summarized below.

1) Blue Triton Brands (Blue Triton) continued to operate under the terms of Permit to Take Water (PTTW) 3133-C5BUH9 for well TW3-80 in 2024. The property was purchased by White Wolf Property Management Inc. (White Wolf) in January 2025.

2) Blue Triton has complied with all the conditions in the PTTW for the Aberfoyle well TW3-80 in 2024.

3) A comprehensive annual monitoring report for the Aberfoyle well (TW3-80) has been prepared under the conditions of the PTTW.

4) No complaints arising from the taking of water authorized under the PTTW were received in 2024.

5) The Grand River Low Water Response Team declared a Level 1 Low Water Condition for the entire Grand River Watershed, including Mill Creek, on December 20, 2023 which remained in effect until it was removed on January 31, 2024. Blue Triton committed to limit water takings to 90% of their monthly maximum permitted volume during the Level 1 Condition. Blue Triton's monthly water takings in January were 48.3% of the permitted monthly amount.

6) TW3-80 pumps water from the Lower Bedrock Aquifer, which is overlain by a Middle Bedrock Aquitard, an Upper Bedrock Aquifer and an overburden aquifer/aquitard.

7) The total volume of water taken in 2024 from TW3-80 was 612,693,646 L, approximately 47% of the permitted annual volume assuming continuous well operation.

8) The daily water takings at TW3-80 ranged from 175,283 L to 3,242,259 L. The average daily water taking was 1,674,026 L. The maximum daily taking corresponded to approximately 90% of the permitted maximum daily taking and, on most days, was substantially less than the maximum permitted daily taking.

9) The variations in water levels in TW3-80 continue to be due mainly to short-term changes in the pumping rate and during 2024 were within the historical ranges of observed water levels. Ongoing pumping from TW3-80 has not led to a long-term water level decline in the well.

10) Water levels in the Lower Bedrock Aquifer around the property continue to be influenced mainly by pumping of TW3-80, over both the short-term and long-term. The effects of long-term variability in pumping are observed more in the wells closer to TW3-80 where mean annual water levels correlate with total annual water takings (i.e., increased water takings result in lower water levels). The influence of pumping decreases with distance from the pumping well. Water levels recover when pumping rates are reduced, an indication that the water taking is sustainable. There is also some influence on the water levels from recharge and external influences, to varying degrees. Water levels measured within the Lower Bedrock Aquifer in 2024 are generally similar to the water levels measured since mid-2018 with the exception of the lower levels during the second half of 2022, which was marked by drought conditions and the reduced recharge to the Lower Bedrock Aquifer.

11) Water levels in the Upper Bedrock Aquifer around the property are partly influenced by pumping from TW3-80 (i.e., there is hydraulic connection between the Upper Bedrock and Lower Bedrock Aquifers); however, the connection is limited (i.e., there is less response than in the Lower Bedrock Aquifer). The magnitude of influence varies based on distance from TW3-80 and existing hydrogeologic conditions, reflecting complexity in the subsurface. While there is an influence on water levels in the Upper Bedrock Aquifer from pumping TW3-80, there are also seasonal and long-term trends in the Upper Bedrock water levels that are reflective of recharge trends (i.e., lower water levels during years of below average precipitation and higher water levels during years of above average precipitation). This is reflected in 2024 by the decrease in water levels during a time of below average precipitation during the second half of the year.

12) Water levels in the overburden are affected both by natural factors (recharge) and, to a much lesser degree, from pumping at TW3-80. The response to pumping in the overburden is observed only in the immediate vicinity of the pumping well. Water levels in the overburden were similar or slightly higher compared to the water levels observed in 2023 and higher compared to the lower water levels observed during the second half of 2022 due to the below average precipitation at that time.

13) The water levels in the mini-piezometers generally increase in the spring, decline through the summer, and then increase in the fall. In addition to the seasonal trend, short-term changes (“spikes”) in water level in the shallow groundwater are influenced by individual precipitation events. Overall, the water levels are influenced primarily by precipitation events, which overwhelm any changes due to pumping from TW3-80. Water levels measured in the mini-piezometers in 2024 were within the historical ranges.

14) Surface water levels in Aberfoyle Creek and Mill Creek fluctuate in response to natural processes (i.e., precipitation, snow melt and evapotranspiration) with no measurable effects from changes in pumping from TW3-80. In general, surface water levels are higher in the winter/spring and lower in the summer and then increase slightly into the fall. “Spikes” in the water levels are related to precipitation events or spring melt. Summer stream flows at SW1 and SW2 in 2024 were within the historical ranges. The effects of pumping TW3-80 could not be detected in the surface water flows observed at SW1 and SW2 in 2024.

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APPENDICES

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Permit to Take Water Number 3133-C5BUH9

APPENDIX B
TW3-80 Borehole Log

APPENDIX C
TW3-80 Water Taking

APPENDIX D
Groundwater Level Monitoring

APPENDIX E
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APPENDIX F
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APPENDIX H
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1.0 INTRODUCTION

Blue Triton Brands (Blue Triton), formerly Nestlé Waters Canada (Nestlé), retained WSP Canada Inc. (WSP) to conduct the annual monitoring program for the Aberfoyle Site as required by Permit To Take Water (PTTW) Number 3133-C5BUH9 issued by the Ministry of the Environment, Conservation and Parks (MECP) on November 15, 2021. White Wolf Property Management Inc. (White Wolf) purchased the property in January 2025. WSP has prepared this report on behalf of White Wolf to meet the reporting condition of the PTTW. The PTTW is provided in Appendix A.

The location of the Aberfoyle Spring/Plant (Site) is shown on Figure 1.1. The PTTW authorizes water taking from one on-Site bedrock well located on Lot 23, Concession 7, Geographic Township of Puslinch, Wellington County, Ontario. Water from TW3-80 is taken for the purpose of bottling water.

The Aberfoyle bottling facility is located on a 46.75 hectare parcel, approximately 5 km southeast of Guelph and 12 km northeast of Cambridge (Figure 1.1). The Aberfoyle facility consists of a bottling plant, warehouse, paved parking and access drives, ponds, and open fields, and is bordered by wooded areas, wetlands and aggregate operations.

A summary of the PTTW Conditions and where the information can be found in this report are outlined in Table 1:

Table 1: Permit To Take Water Conditions

Condition Number	Condition Description	Report Section
3.2	Identifies use, rates, time and total takings allowed.	3.1.1, 4.1, Appendix C
3.3	Low Water Response Plan	4.1
4.1	Maintain a daily record of all water takings including date, volume of water taken and rate at which it was taken.	Appendix C
4.2, 4.3, 4.5	Establish the specified groundwater and surface water monitoring programs including monitoring requirements and monitoring timing.	3.1.2, 3.1.3
4.4	Undertake wetland monitoring and redd surveys and submit results to Director.	Appendix H
4.6	Notify the Director of monitoring locations that become inaccessible or abandoned and provide a recommendation for replacement.	3.1.2.1, 3.1.3.1, 3.1.4
4.7	Prepare and submit an annual monitoring report to the Director, which presents and interprets the data collected under the conditions of the PTTW.	This report
4.8	Submit details of the bottling operations to the Director.	4.1
4.9.1, 4.9.2, 4.9.3	Establish a publicly accessible website and have select technical data available for download.	Not reported on; updated annually prior to March 31
4.10	Host an annual stakeholder meeting.	Not reported on; completed annually prior to September 30
5.1	Notify the local District Office of any complaint arising from the taking of water and proposed action to rectify the complaint.	4.1
5.2	Supply water to anyone with a water supply (in effect prior to this taking) that has been negatively impacted.	Not applicable

WSP (formerly Golder Associates Ltd.) began monitoring at the Site in May 2014 on behalf of Nestlé and continued to monitor the site on behalf of Blue Triton in 2024. Prior to 2014, monitoring was performed by Conestoga Rovers and Associates (CRA) and Nestlé. The MECP has requested that the reporting follow the same outline and format as previous reports.

The report is structured as follows:

- **Section 1.0**: Introduction including site location, history, and construction details for supply well TW3-80;
- **Section 2.0**: Regional setting including a description of topography, drainage, ecology, physiography, geology and hydrogeology;
- **Section 3.0**: Summary of 2024 field program including a description of field activities conducted in 2024;
- **Section 4.0**: Monitoring program results including a summary and analysis of the data collected in 2024;
- **Section 5.0**: Conclusions from the 2024 monitoring program; and
- **Section 6.0**: Recommendations from the 2024 monitoring program.

1.1 Historical Summary

TW3-80 was constructed in April 1980 for an aquaculture (fish farming) operation. In December 2000, the Perrier Group of America, a Nestlé Company, purchased the property and started a bottling water operation. Including the current PTTW, seven consecutive PTTWs have been issued for TW3-80 since Nestlé acquired the property, allowing for water takings for bottling water purposes (change of ownership to Blue Triton and now White Wolf). Additional investigations have been conducted over the years to determine if there have been any negative impacts on the natural environment and ensure that the water taking is sustainable. These additional investigations have been requirements of previous permits and have been completed to the satisfaction of the MECP. Other than the on-going conditions of the PTTW, no additional studies were required in 2024.

1.2 Construction Details for Supply Well TW3-80

The borehole log for TW3-80 is provided in Appendix B. The glacial overburden at the well is 14.6 m thick and consists of a silt till to a depth of 12.2 m below grade, and 2.4 m of fine-to-medium sand overlying bedrock. Any coarse-grain sediments at surface may have been removed in the past.

The well was originally completed to a depth of 42.4 m below grade, 27.8 m into the bedrock. Conestoga Rovers and Associates (CRA, 2014) interpreted the bedrock through which TW3-80 was drilled as consisting of the Guelph Formation dolostone (14.6 to 16.8 m) and the Amabel Formation (Eramosa Member and underlying Unsubdivided Member) (16.8 to 42.4 m). Changes to the bedrock nomenclature have been made by the Ontario Geological Survey (OGS) (i.e., Brunton, 2008, 2009: Brunton and Brintnell, 2011). Based on the revised nomenclature, TW3-80 is interpreted to have been drilled through the Guelph, Eramosa, and Goat Island Formations and possibly into the Gasport Formation. The stratigraphy at TW3-80 is consistent with that of other wells in the area.

When TW3-80 was initially constructed in 1980; a 305 mm diameter steel casing was installed through the overburden and approximately 0.6 m into the top of rock, to a depth of 15.2 m, and cemented in place (CRA, 2014). The remainder of the well was completed as a 305 mm diameter open hole.

In 1999, the bottom 11.3 m of TW3-80 was sealed with gravel, bentonite grout, and a cement cap so that the well would pump water with more favourable natural water quality from within the Guelph to Goat Island/Gasport Formations. The revised finished depth is 31.1 m below grade.

To comply with Nestlé water well construction standards, a liner was installed in the well in 2002. A 250 mm diameter stainless steel liner was installed inside the 305 mm steel casing and grouted in place, to a depth of 28.4 m. The revised open interval of TW3-80 is now 28.4 m to 31.1 m below grade and only allows pumping from the Goat Island/Gasport Formations. A schematic of the well construction is included on Figure 1.2.

2.0 REGIONAL SETTING

The following sections provide a summary of the regional and local topography, drainage, physiography, and overburden and bedrock geology/hydrogeology for the Site.

2.1 Topography and Drainage

Regional topography is characterized by northeast-southwest trending bands of hummocky terrain (Chapman and Putnam, 1984). Locally, the property is located in a relatively flat area between the Paris and Galt Moraines. Surface topography is shown on Figure 2.1. Within a 1 km radius of the property, ground surface elevations typically range from 310 to 330 masl (metres above sea level) with the lows occurring along Aberfoyle Creek and Mill Creek. The streambed elevation of the portion of Aberfoyle Creek that traverses the property is approximately 310.5 masl (+/- 1 m).

The Site is located within the Mill Creek Subwatershed (Figure 2.1), which forms part of the larger Grand River Watershed. Part of Mill Creek is located north of the property and generally flows in a southwesterly direction within the study area. A tributary of Mill Creek, referred to as Aberfoyle Creek, flows through the Site, also in a southwesterly direction, and confluences with Mill Creek west of the property. Aberfoyle Creek is located approximately 150 m to the northwest of TW3-80 at its nearest point. Mill Creek and Aberfoyle Creek are shown on Figure 2.1 along with other surface water and wetland features, which are described below.

As shown on Figure 2.1 several ponds exist, both natural and man-made, within a 1 km radius of the property. One such pond, referred to as the Aberfoyle Mill Pond, located east of and upstream from the Site, is created by a dam across Aberfoyle Creek. Most of the other ponds in the area appear to be man-made and are off-line ponds (i.e., not connected to streams). Some of the ponds are the result of aggregate extraction below the water table. Some small on-Site ponds exist on the property.

In addition to the ponds, several wetland areas are also present within a 1 km radius of the property (Figure 2.1). Most of these wetlands are part of the Mill Creek Puslinch Wetland Complex and are considered provincially significant. Wetlands are present within the northwest part of the property.

2.2 Ecological Setting

The northwestern half of the property is in a natural condition and supports a diversity of forest and wetland habitats as well as a watercourse and fish habitat. Most of these habitats are relatively undisturbed and support a diverse range of flora and fauna, including some that are locally significant.

The wetland habitats along Aberfoyle Creek form part of the provincially significant Mill Creek Puslinch Wetland Complex.

Collectively, these natural features comprise part of an extensive natural heritage system of the headwaters of the Mill Creek watershed. This natural heritage system is recognized for its provincial, regional and local significance.

Aberfoyle Creek is a branch of Mill Creek that traverses the property. Its confluence with Mill Creek is immediately downstream from the property. Upstream of the property, Aberfoyle Creek flows through a 10 hectare pond, created by a dam constructed in the 1860's to power a grist mill. Outflows from the pond are controlled by a series of weirs. Upstream of mill pond, Aberfoyle Creek is a cold-water stream that contains both Brook Trout (*Salvelinus fontinalis*) and Brown Trout (*Salmo trutta*). However, during the summer the water is warmed in the Mill Pond so that downstream from the pond, through the property, the water temperature frequently exceeds the lethal temperature for these trout species. The most abundant fish species through the property are common cool-water species for which the water temperatures are suitable. Like the upper reaches of Aberfoyle Creek, Mill Creek is a cold-water stream that supports Brook Trout and Brown Trout.

2.3 Physiography

Chapman and Putnam (1984) define the physiographic region within which the property lies as the eastern limb of the Horseshoe Moraines. The existing landforms and most of the surficial soils in the area were created/deposited during the most recent glacial period, specifically the recession of the Lake Ontario ice lobe. During the recession of the Lake Ontario ice lobe, three distinct end moraines were formed in the area: the Paris Moraine, the Galt Moraine, and the Moffat Moraine (Karrow, 1987). The Paris Moraine is situated to the north of the property and the Galt Moraine is situated to the south of the property. These moraines are primarily composed of silty to sandy till and form the major drainage divides for the Mill Creek subwatershed. The property is situated mainly within an outwash gravel plain situated between the two moraines (Figure 2.2). The outwash gravel plain was likely formed by glacial meltwater associated with a halt in the ice retreat during the formation of the Galt Moraine.

2.4 Geology and Hydrogeology

The following sections provide a summary of the regional and local geology and hydrogeology. The regional interpretation is based on published mapping and information contained in the Mill Creek Subwatershed Study (CH2M Gore & Storrie, 1996). Detailed geologic information has also been obtained from logging of the stratigraphy by CRA at locations where monitoring wells were installed as part of previous field investigations. The bedrock interpretation has been updated to follow the revised nomenclature of the OGS (Brunton, 2008 and 2009, Brunton and Brintnell, 2011).

2.4.1 Overburden Geology

The overburden ranges in thickness from 15 m in low-lying areas of the subwatershed near Mill Creek and Aberfoyle Creek to 35 m along the crests of the Paris and Galt Moraines (Drift Thickness Map P.535, M.A., Vos, 1968; CH2M Gore & Storrie, 1996).

The surficial overburden geology, as mapped by the OGS is shown on Figure 2.2. The surficial overburden of the area is characterized by the following units:

- Outwash gravel;
- Ice-contact gravel: kames and eskers; and
- Stoney, sandy silt till (Wentworth Till).

Regionally, the Paris and Galt Moraines, located north and south of the property, respectively, consist of Wentworth Till. Karrow (1987) describes the till as a buff-coloured, stony, sandy silt till. Located between the moraines are younger outwash gravel deposits and ice-contact gravel deposits. Deposits along parts of Aberfoyle Creek and Mill Creek are mapped as peat and muck (organic deposits). There are no bedrock outcrops within the study area.

The coarse-grained deposits between the moraines generally overlie the Wentworth Till. In some areas, particularly the central part of the Mill Creek subwatershed, the till is not present, and the coarse-grained deposits are continuous to bedrock. The surficial coarse-grained deposits are thinner and separated from the bedrock by the underlying till in the upper and lower reaches of the Mill Creek subwatershed. The site is located within the upper half of the watershed. Occasional coarse-grained deposits exist at various depths as lenses or discontinuous layers within or between till units (CH2M Gore & Storrie, 1996). A gravel layer is also present immediately above the bedrock in some locations, including at TW3-80.

Locally, within a 1 km radius of the property, the overburden is typically 10 m to 30 m thick and consists mainly of outwash gravel or ice-contact gravel deposits. As previously discussed, these coarse-grained deposits are situated between the moraines and are elongated in a southwest to northeast direction. The Wentworth Till is mapped as the surficial deposit along the moraines to the southeast (approximately 500 m) and northwest (approximately 2 to 2.5 km) of TW3-80.

2.4.2 Bedrock Geology

The bedrock surface is somewhat irregular, but generally dips to the southwest. The bedrock elevation in the vicinity of the property declines from approximately 306 masl northeast of the property (MW10-09) to 293 masl south of the property (MW16-12).

The regional bedrock geology is shown on Figure 2.3. As noted above, the bedrock nomenclature shown on Figure 2.3 has since been revised based on work by the OGS (Brunton, 2008 and 2009, Brunton and Brintnell, 2011). In summary, the previous Guelph Formation is now divided into the Guelph Formation and the Eramosa Formation (Stone Road Member and Reformatory Quarry Member); the previous Eramosa Member of the Amabel Formation is now the Vinemount Member of the Eramosa Formation; and the previous Unsubdivided Member of the Amabel Formation is now divided into the Goat Island, Gasport and Irondequoit Formations. The bedrock hydrogeologic units underlying the property, which are relevant to the water taking, are composed of limestone, dolostone and shale sequences and are described as follows (from oldest to youngest).

- Cabot Head Formation: The Cabot Head Formation, readily distinguished by its grey-green colour, is a non-calcareous shale with thin interbeds of sandstone and limestone. Due to its low hydraulic conductivity, the top of the Cabot Head Formation is interpreted to be the base of the active groundwater flow system;
- Merritton Formation: The Merritton Formation consists of a pinkish-brown, finely crystalline dolostone unit with dark shaley partings. This unit is relatively thin where present in the area;
- Rockway Formation: The Rockway Formation is a greenish-grey fine crystalline argillaceous dolostone with shaley partings (Brunton, 2008). The thickness of the Formation is fairly consistent and typically less than 2 m;
- Irondequoit Formation: This Formation is a thickly to medium-bedded crinoidal grainstone (Brunton, 2008). The unit has a fairly consistent thickness of approximately 3 m throughout the area; and
- Gasport Formation: The Gasport Formation is a cross-bedded crinoidal grainstone-packstone with sequences of reef mound and coquina (shell bed) lithofacies. This unit has commonly been referred to as the Amabel Formation (Unsubdivided Member) in previous studies in the area (Turner, 1978). Wells in the vicinity of the property are generally not drilled through the entire sequence. In and around the City of Guelph, the Formation varies in thickness from about 25 to over 70 m, and the upper sections of the reef mounds, the crinoidal grainstones and the coquina shell beds make this formation highly transmissive, where they are present (Golder, 2011).

- Goat Island Formation: The Goat Island Formation consists of two members; the lower Niagara Falls Member and the upper Ancaster Member. Based on the boreholes completed in the area, the Goat Island Formation is estimated to range in thickness from approximately 2 m to 15 m:
  - Goat Island Formation – Niagara Falls Member: The Niagara Falls Member is a finely crystalline and cross laminated crinoidal grainstone with small reef mounds; and
  - Goat Island Formation – Ancaster Member: The Ancaster Member is a chert-rich, finely crystalline dolostone that is medium to ash grey in colour.
- Eramosa Formation: The Eramosa Formation consists of three members including, from oldest to youngest, the Vinemount Member, the Reformatory Quarry Member and the Stone Road Member:
  - Eramosa Formation – Vinemount Member: The Vinemount Member consists of thinly bedded, fine crystalline dolostone with shaley beds that give off a distinctive petroliferous odour when broken (Brunton, 2008). This dark grey to black dolostone unit was commonly identified in water well records as ‘black shale’ and mapped in previous studies in the City of Guelph as the Eramosa Member of the Amabel Formation. The shaley beds of this Formation significantly reduce the vertical permeability across this unit relative to the other Formations. The Vinemount Member ranges in thickness from approximately 4 m to 12 m in the area of the property;
  - Eramosa Formation – Reformatory Quarry Member: The Reformatory Quarry Member, is described by Brunton (2008) as light brown to cream coloured, pseudonodular, thickly bedded and coarsely crystalline dolostone. This unit is susceptible to karstification due to its uniform fine dolomite crystallinity (Brunton, 2008). This unit also often contains mud-rich and microbial mat-bearing lithofacies that may act as aquitard materials, reducing the vertical permeability across this unit; and
  - Eramosa Formation – Stone Road Member: This cream coloured coarsely crystalline Upper Eramosa unit is not present in most of the area and can be difficult to distinguish from the Guelph Formation.
- Guelph Formation: The Guelph Formation is the upper bedrock unit in the study area and consists of medium to thickly bedded crinoidal grainstones and wackestones and reefal complexes (Brunton, 2008). The Guelph Formation is cream coloured and fossiliferous. The upper 0.3 m to 0.6 m is noted to be highly fractured and weathered. Based on data from borehole drilling, the Guelph Formation is typically less than 5 m thick in the vicinity of the property, which is thin relative to the regional scale thickness.

2.4.3 Hydrogeology

The interpretation and nomenclature for the bedrock formations has been revised (as indicated above); however, the interpretation of the hydrostratigraphy at the property and surrounding area has remained consistent. The hydrostratigraphy consists of the following from surface down:

- Overburden Aquifer/Aquitard;
- Upper Bedrock Aquifer (Guelph Formation, Reformatory Quarry Member of the Eramosa Formation);
- Middle Bedrock Aquitard (Vinemount Member of the Eramosa Formation and sometimes parts of the Reformatory Quarry Member of the Eramosa Formation and the Goat Island Formation); and
- Lower Bedrock Aquifer (Goat Island Formation and Gasport Formation).

The designations of aquifers and aquitards is a simplification of the hydrostratigraphy for conceptual purposes. In reality, the hydraulic properties of the bedrock are variable and at some locations the hydraulic conductivity may be sufficiently small that locally a bedrock stratum act as an aquitard.

Two hydrostratigraphic cross-sections (A-A' and B-B') through the property are included on Figures 2.4 and 2.5 with the locations shown on Figure 2.2. Cross-section A-A' is oriented southwest to northeast roughly along Aberfoyle Creek and cross-section B-B' is oriented north to south through the property, crossing Aberfoyle Creek and including supply well TW3-80.

Based on the hydrostratigraphic interpretation around the property, the thickness of the hydrostratigraphic units is as follows: Overburden Aquifer/Aquitard – 7 to 35 m; Upper Bedrock Aquifer – 2 to 14 m; Middle Bedrock Aquitard – 4 to 12 m; and Lower Bedrock Aquifer – 46 to 58 m. As shown in cross-section A-A', TW3-80 is completed in the upper part of the Lower Bedrock Aquifer.

2.4.4 Groundwater Flow Under Non-Pumping Conditions

Non-pumping conditions have been observed prior to the start of pumping tests. In addition to the pumping tests, there are sometimes brief shutdowns during which water levels in the aquifers evolve towards non-pumping conditions. One such shutdown occurred in October 2010 for 3.4 days. CRA (2014) provided an interpretation of the non-pumping conditions in the overburden and bedrock groundwater levels measured on October 12, 2010, as discussed below and also compared to shutdowns that occurred in October 2004 and November 2006.

- The overburden water table interpretation is presented on Figure 2.6, which indicates that the direction of groundwater flow in the overburden is generally to the southwest, with local components of flow to the west and south toward Aberfoyle Creek. CRA (2014) indicates that this flow configuration was similar to the pattern observed for October 2004 and November 2006 shutdowns;
- The Upper Bedrock Aquifer interpretation is shown on Figure 2.7 with the groundwater flow direction identified in a southwest, south, and southeast direction, which is reported to be similar to the pattern observed for October 2004 and November 2006 shutdowns; and
- The Lower Bedrock Aquifer interpretation is shown on Figure 2.8 with the groundwater flow direction to the southwest in the vicinity of supply well TW3-80, which is reported to be similar to the pattern observed for October 2004 and November 2006 shutdowns.

Groundwater in the Lower Bedrock Aquifer flows generally south in the direction of TW3-80. The Aberfoyle aquifer is interpreted to be recharged primarily within the northern portion of the Mill Creek subwatershed and the capture zone for TW3-80 is inferred to extend to the north-northeast of the well. The Lower Bedrock Aquifer extends beyond Aberfoyle to the southwest, and groundwater is inferred to discharge to the Grand River in the vicinity of Cambridge.

2.5 Source Water Protection

Since the passing of the Clean Water Act (2006), municipalities in Ontario have been required to develop source protection plans to protect their municipal sources of drinking water. These plans identify both water quality and water quantity risks to local drinking water sources and develop strategies to reduce or eliminate these risks. Potential and existing risks for a municipal source are identified within wellhead protection areas (WHPA). A WHPA is an area projected to ground surface that delineates the zone in an aquifer where groundwater is flowing to a municipal drinking water source (pumping well). These areas are defined to protect water quality. The Aberfoyle property and well TW3-80 are located more than 2.6 km from the closest WHPAs, which include the

City of Guelph WHPA to the northwest and the Freelton WHPA to the southeast and east in the Lake Ontario Basin. The closest City of Guelph wells are the Burke Well, which is located approximately 7 km away from TW3-80, and the Downey Well, which is more than 8 km away from TW3-80. The Freelton Wells are more than 10 km from TW3-80.

In addition to protecting water quality, water quantity is also a concern and is considered under Water Quantity Protection Plans. A Water Quantity Risk Assessment is completed to ensure that future water needs of a community can be met. It identifies existing and potential water quantity threats and future activities that may limit municipal water supplies. This is important because when more water is taken from an area than can be naturally replenished, water supplies are threatened, and water shortages are possible. The Aberfoyle property falls within a Water Quantity Protection Zone (WHPA-Q) for the City of Guelph municipal wells. The WHPA-Q zone for the City of Guelph has been assigned a significant risk level (Matrix Solutions, 2017). The Tier 3 Assessment scenarios predicted that the City's municipal wells can meet current needs. However, the assessment predicted that the City's Queensdale municipal well would be unable to meet projected increased future demands under normal climate conditions and during prolonged drought (Matrix Solutions, 2017). The Queensdale municipal well is located approximately 12 km northwest of TW3-80. The Tier 3 Assessment also assigned a high level of uncertainty to the results of the analyses for the City's Arkell Well 1, which is located approximately 10 km north of TW3-80. It is for these reasons that the City's WHPA-Q has been assigned a significant risk level with respect to water quantity. The Source Protection Committee reviewed all existing water takings within the WHPA-Q to evaluate their contribution to water quantity stress in the area. The study showed that municipal wells have the greatest impact on themselves (i.e., pumping at a municipal well influences the water levels in other municipal wells). TW3-80 was not found to interfere with the municipal wells' ability to supply water (Matrix Solutions, 2018). TW3-80 is estimated to be responsible for 1% of the drawdown at the closest municipal well (Burke Well located approximately 7 km north-northeast of TW3-80) (Matrix Solutions, 2018). With a drawdown in the order of approximately 10.8 m at the Burke Well, pumping from TW3-80 is estimated to be responsible for approximately 0.1 m of the drawdown observed at the Burke Well.

An assessment of the potential cumulative impacts that could be caused by the bottled water takings at the facilities at Aberfoyle was also conducted as part to the Interim Procedural and Technical Guidance Document for Bottled Water Renewals: Permit to Take Water Applications and Hydrogeological Study Requirements (Ontario Ministry of the Environment and Climate Change Operations Division, April 2017). Matrix Solutions (2019) ran modelling scenarios to estimate the potential additional drawdown caused by an increase in the TW3-80 pumping from the current average to the maximum permitted rate. The additional drawdown at the City of Guelph Burke Well was predicted to be less than 0.02 m, well below the 2 m threshold to account for the natural seasonal variability beyond the effects of municipal pumping. As such, the groundwater withdrawal from TW3-80 has been assessed to not significantly interfere with existing municipal uses in the City of Guelph.

Matrix Solutions (2019) also analyzed how water levels would change if pumping was increased and there was a reoccurrence of the period of sustained below average precipitation that was observed in the early to mid-1960s. The analysis showed that the effects of the increased pumping are predicted to be negligible.

3.0 SUMMARY OF 2024 FIELD PROGRAM

This section describes the field activities performed in 2024 associated with PTTW 3133-C5BUH9 for TW3-80.

3.1 Groundwater and Surface Water Monitoring Program

Groundwater and surface water monitoring was initiated in 2000 and has evolved over the years with the objectives to 1) characterize the existing hydrogeologic setting, and 2) document potential long-term changes to

the groundwater and surface water resources in the area. The monitoring program includes measurement and record-keeping of water takings, groundwater levels, mini-piezometer levels, surface water levels, surface water flows and surface water temperatures. The monitoring program for PTTW 3133-C5BUH9 includes the following instrumentation, with the locations shown on Figures 3.1 through 3.3:

- Groundwater levels and pumping volumes in 1 production well;
- Groundwater levels in 43 monitoring wells at 18 sites (16 consisting of multiple monitoring intervals) with monitors in the Lower Bedrock Aquifer, Upper Bedrock Aquifer, and overburden;
- Groundwater levels in 2 private wells;
- Shallow groundwater levels in 8 mini-piezometers with a total of 16 monitors;
- Surface water levels at 5 stations;
- Stream flow at 2 locations; and
- Stream temperature at 6 locations.

3.1.1 Water Taking

Water taking from TW3-80 in 2024 was measured using a Krohne magnetic flow meter wired to an Allen Bradley industrial Programmable Logic Controller. The instantaneous flow and cumulative volume pumped are recorded every minute. The flow meter was calibrated on October 24, 2024 by Endress+Hauser.

The daily volumes taken from supply well TW3-80 in 2024 are provided in Appendix C.

3.1.2 Groundwater Monitoring Program

Groundwater levels have been measured at various locations for varying periods of time on-Site and off-Site since December 1980. Following the purchase of the Site by the Perrier Group of America, a monitoring program was initiated in December 2000. Modifications to the monitoring program have been made over time as a result of PTTW requirements, well abandonments, physical inaccessibility to wells, and changes in property ownership. During the 2024 monitoring period, none of the wells required as part of the monitoring program became inaccessible. All the existing monitoring locations and the decommissioned or unused wells are shown on Figure 3.4.

The monitoring locations for the 2024 groundwater monitoring program are shown on Figures 3.1 and 3.2 and are summarized below.

Overburden Monitors

- MW2D-07, MW2E-07, MW4C-07, MW10A-09, TW1-93, MW-S, PCC-S, PCC-I.

Bedrock Monitors

Upper Bedrock Aquifer Monitors

- MW2C-07, MW4B-07, MW6B-08, MW7B-08, MW8B-08, MW10B-09, MW14B-11, MW14C-11, MW15B-12, MW16B-12, MW17B-12, MW18B-12, MW19-18-7, MW20-19-7, MW21-18-4, MW-D, MW-I, PCC-D, Private Well “Y”.

Lower Bedrock Aquifer Monitors

- TW3-80 (Production Well), TW2-11, MW2A-07, MW2B-07, MW4A-07, MW6A-08, MW7A-08, MW8A-08, MW10C-09, MW10D-09, MW14A-11, MW15A-12, MW16A-12, MW17A-12, MW18A-12, MW19-18-4, MW20-19-5, MW21-18-3, PW5.

Water levels were measured at all locations quarterly under PTTW 3133-C5BUH9. Where required by the PTTW, dataloggers are used to record water levels at 60-minute intervals and downloaded quarterly. The groundwater levels measured in 2024 are presented in Appendix D.

3.1.2.1 Missing Data

The following table provides a list and description of missing data from the 2024 groundwater monitoring. All of the issues were related to transducer failures. Where necessary the transducers have been replaced. The issues were temporary and have been resolved.

Table 2: Missing Groundwater Data from the 2024 Monitoring

Monitoring Location	Missing Data	Comments
MW2A-07	Transducer data for mid-September to start of October	Transducer failure
MW2B-07	Transducer data for late February to late March	Transducer failure
MW19-18-7	Transducer data for start of January to mid-January	Transducer failure
Y Well	Transducer data for late June to end of year	Transducer failure (twice)

3.1.3 Surface Water Monitoring Program

The monitoring locations for the 2024 surface water monitoring program are shown on Figure 3.3 and are summarized below.

Surface Water Levels

Measurement of surface water levels was initiated in December 2001 as part of a monthly monitoring program. In 2024, surface water levels were measured at the following locations:

- Aberfoyle Creek:
  - SW1 - located within the upstream part of the property;
  - SW2 - located within the downstream part of the property; and
  - SW3 - located at Gilmour Road, upstream of the property.
- Mill Creek:
  - SW4 - located on Mill Creek at Maple Leaf Lane, upstream of the confluence with Aberfoyle Creek; and
  - SW5 - located on Mill Creek at McLean Road, downstream of the property.

Water levels are measured at all locations once a month using a water level meter. At SW1 and SW2, dataloggers are used to record water levels at 60-minute intervals, which are also downloaded once a month. The surface water levels for 2024 are presented in Appendix E.

Stream Flow

Measurement of stream flow was initiated in December 2001 as part of a monthly monitoring program. Stream flow is measured at SW1 (upstream part of property) and SW2 (downstream part of property) in Aberfoyle Creek once each month. Despite the proximity of these onsite stations to one another, and the small difference in contributing drainage area between them, stream flows are measured at SW1 and SW2 to monitor for changes that could potentially be attributed to pumping at TW3-80. In 2024, stream flow velocities were measured using a Hach electromagnetic flow meter and the stream flows were calculated using the cross-sectional area-velocity method. The stream flow calculations for 2024 are presented in Appendix F.

In addition to the monthly stream flow measurements, water levels at SW1 and SW2 are logged continuously (hourly). The monthly surface water elevations ("stage") and stream flow measurements ("discharge") collected in 2024 are used to update and/or re-establish the stage-discharge relationships (rating curves) at SW1 and SW2. The rating curves are then used to infer continuous records of stream flow from the continuous water level measurements at SW1 and SW2. It should be noted that since the conditions of the stream channels at SW1 and SW2 change through time, updated rating curves are generally required for each year (note that in 2024 the rating curve for both SW1 and SW2 changed).

Mini-Piezometers

Mini-piezometers were initially installed in 2004 with additional mini-piezometers being installed since that time. In 2024, water levels were measured in mini-piezometers at eight locations, each containing a shallow and a deep monitor (see locations on Figure 3.3). The mini-piezometer nests are located along Aberfoyle Creek upstream of the property to Mill Creek downstream of the confluence of the two creeks as follows.

- MP1-16S/D;
- MP16S/D-08;
- MP6S-08/D-04;
- MP12S/D-04;
- MP14S/D-07;
- MP8S/D-04;
- MP17S/D-11; and
- MP18S/D-11.

Water levels were measured at all locations quarterly under PTTW 3133-C5BUH9. Where required by the PTTW, dataloggers are used to record water levels at 60-minute intervals and downloaded quarterly. The water levels measured in 2024 are presented in Appendix E.

Temperature

Measurement of surface water temperature began in 2005. In 2024, surface water temperature was measured at six locations along Aberfoyle Creek. The most upstream location is situated at Brock Road with the remainder of the sites located on the property downstream of Brock Road. Beginning upstream and moving downstream, the stream temperature sites are as follows (see locations on Figure 3.3).

- ST6-08;
- ST1-05;
- ST2-05;
- ST3-05;
- ST4-05; and
- ST5-05.

The dataloggers are located at the sediment-water interface with temperature data measured and logged at 30-minute intervals using HOBO Tidbit MX dataloggers. Two dataloggers are installed at each site. Air temperature is also measured in a shaded area at ST1-05 at 30-minute intervals.

C. Portt and Associates Ltd. (2011) conducted a review of the appropriateness of the methodology for the temperature monitoring program. The report was approved by the MECP in October 2011 and recommendations from the report were implemented by CRA at that time and continued by WSP (formerly Golder Associates Ltd.) since May 2014. The temperature data are analyzed by C. Portt and Associates using ThermoStat software. A report on the surface water temperature is included as Appendix G.

3.1.3.1 Missing Data

The following table provides a list and description of missing data from the 2024 surface water monitoring. The missing data are technically not missing but rather were affected by winter conditions. The water levels in the mini-piezometers are close to surface and can become frozen in the winter. Slow moving water in the creeks can also become frozen in the winter. The water level is not necessarily representative of the actual water level under these frozen winter conditions. The issues were temporary and have been resolved.

Table 3: Missing Surface Water Data from the 2024 Monitoring

Monitoring Location	Missing Data	Comments
MP14D-07	Frozen	Frozen in March
MP1-16D	Frozen	Frozen in March
SW1	Frozen	Frozen in January

3.1.4 Notification Regarding Locations That Become Inaccessible

None of the monitoring locations required in PTTW 3133-C5BUH9 have become inaccessible or removed from the monitoring program.

3.2 Biological Monitoring

Biological monitoring undertaken on the Aberfoyle property in 2024 was completed in accordance with the requirements of the PTTW for the site and under the guidance of recommendations provided in the 2023 Biological Monitoring Report (Beacon Environmental, 2024). Monitoring of terrestrial resources (vegetation and wildlife) was completed by Beacon Environmental and monitoring of aquatic resources (salmonid redd survey reaches of Aberfoyle Creek) was completed by C. Portt and Associates. The findings of the 2024 Biological Monitoring Program are presented in the 2024 Biological Monitoring Program Report (Beacon Environmental, 2025), which is included in Appendix H.

3.3 Surveying

Surveyed the measuring point at SW4 following the bridge re-construction.

3.4 Precipitation

Precipitation data were obtained from the Grand River Conservation Authority for the Shades Mill Station and are used in this report.

The following table provides a summary of the annual precipitation. The annual 20-year average (2001-2020) precipitation from the Shades Mill Station is 943.7 mm. The total precipitation measured in 2024 was 976.4 mm, which is approximately 3% above the average. This is the close to average annual precipitation and similar to the total precipitation in 2023. Annual precipitation is also shown graphically on Figure 3.5 along with the 20-year average.

Table 4: Annual Precipitation

Year	Precipitation (mm)	% Difference from Average
2001	829.5	-12.1
2002	727.3	-22.9
2003	911.9	-3.4
2004	840.5	-10.9
2005	854.8	-9.4
2006	1180.5	25.1
2007	726.3	-23.0
2008	1200.8	27.2
2009	1011.0	7.1
2010	921.5	-2.4
2011	1023.9	8.5
2012	807.1	-14.5
2013	1108.1	17.4
2014	898.7	-4.8
2015	839.4	-11.1
2016	937.8	-0.6
2017	1091.8	15.7
2018	1048.6	11.1
2019	1058.9	12.2
2020	856.45	-9.2
2021	1022.8	8.4
2022	682.3	-27.7
2023	987.8	4.7
2024	976.4	3.5

Year	Precipitation (mm)	% Difference from Average
Average (2001-2020)	943.7	

The monthly precipitation for 2024 is included in Table 5. Above average precipitation occurred during most of the year with the exception of below average precipitation in February and three consecutive months from September through November.

Table 5: Monthly Precipitation 2024

Month	Precipitation (mm)	Average from 2001-2020 (mm)	% Difference from Average
January	118.0	71.4	65.3
February	26.9	63.3	-57.5
March	71.4	64.6	10.5
April	116.4	81.0	43.7
May	99.7	81.4	22.5
June	81.8	82.2	-0.5
July	153.3	95.3	60.9
August	104.3	77.4	34.7
September	28.8	81.6	-64.7
October	35.2	93.2	-62.2
November	53.1	75.8	-29.9
December	87.5	76.5	14.4

It is recognized that there are differences between the amounts of precipitation recorded at the different stations. It is impossible to obtain a perfectly representative estimate of the annual precipitation over the full extent of the area of contribution for the Aberfoyle well. What is most important is that adopting a consistent approach from year to year allows an assessment of the differences with respect to long-term average conditions. An analysis of precipitation trends was conducted to see if there is a correlation with water level trends. We note that the actual influence on water levels (groundwater) would be due to recharge and not total precipitation, and that recharge is controlled by more than just precipitation. However, in the absence of detailed recharge data in the area, the use of precipitation totals allows for some comparison of long-term trends in water levels, particularly in the shallow monitors (overburden and mini piezometers).

An independent soil water balance analysis has been conducted by S.S. Papadopulos & Associates to estimate annual average rates of potential recharge over the region surrounding TW3-80. The SWB code of the United States Geological Survey was applied (Westenbroek et al., 2010) with the records of precipitation data compiled since 2008. The results of the analysis suggested that the annual average potential recharge is about 17% of the annual precipitation.

4.0 MONITORING PROGRAM RESULTS

4.1 Water Taking for TW3-80

Water taking at the Aberfoyle Site in 2024 continues to be governed by PTTW 3133-C5BUH9, which permits water to be taken from one well as outlined in Table 6.

Table 6: Permitted Water Takings at Aberfoyle

Source	Maximum Rate	Maximum Number of Hours of Water Taking per Day	Maximum Daily Water Taking	Maximum Number of Days of Water Taking per Year
TW3-80	2,500 L/min	24	3,600,000 L	365

The daily water takings for 2024 are tabulated in Table C1 in Appendix C. The daily water taking at TW3-80 ranged from 175,283 L to 3,242,259 L; the latter is 90% of the permitted taking. The average daily taking was 1,674,026 L. During 2024, the instantaneous flow rates and the daily takings were always below the limits of the PTTW (i.e., less than 2,500 L/min and 3,600,000 L, respectively).

The total volume of water taken each year from 2001 to 2024 is presented on Figure 4.1. The total volume of water taken in 2024 from TW3-80 was 612,693,646 L. In 2024, the total volume taken was approximately 47% of the permitted volume. The total pumping from TW3-80 in 2024 was less than the total annual water taking in 2022 and 2023 and within the historical range that has been taken from the well. Since 2002, the groundwater taking has ranged from approximately 43% to 67% of the permitted taking.

The monthly water takings for the past 5 years are presented on Figure 4.2. The monthly water takings in 2024 from TW3-80 ranged from 35,567,823 L in October to 64,904,554 L in June. In 2024, the monthly water takings generally increased during the first half of the year (from January to June with the exception of April), with the peak water taking in June, and then were lower during the last five months of the year (August to December).

The Grand River Low Water Response Team declared a Level 1 Low Water Condition for the entire Grand River Watershed, including Mill Creek, on December 20, 2023 which remained in effect until it was removed on January 31, 2024. Blue Triton committed to limit water takings to 90% of their monthly maximum permitted volume during the Level 1 Condition. The monthly water takings in January were 48.3% of the permitted monthly amount. In addition, as per Condition 3.3, the Low Water Response Program was implemented, which included an increase in monitoring and review of data from MW2-07 from quarterly to monthly.

Condition 4.8 of the PTTW requires details of the bottling operations such as location and name of facilities where water is delivered in bulk containers, if bulk water is containerized at the receiving location, the size of the containers into which the water is transferred, and total volume of water transported in bulk to each remote facility. Blue Triton has indicated that no water was shipped in bulk (container greater than 20 litres) in 2024.

As per Condition 5.1, Blue Triton has indicated that no complaints arising from the taking of water authorized under this PTTW were received in 2024.

4.2 Groundwater Monitoring Program

The groundwater levels measured manually in 2024 at the monitoring wells are tabulated in Table D1 in Appendix D. Hydrographs with the manual or transducer water level data are also included in Appendix D. In addition to the water levels, the hydrographs include the daily pumping volumes at TW3-80 and daily precipitation as recorded at the Shades Mill meteorological station. It should be noted that two short-term (7-day) aquifer tests were

conducted in the previous year (2023) to gain a better understanding of the aquifer; one at TW2-11 at the Aberfoyle Plant property from October 17 to 24, 2023 and one at TW1-10 at the Gilmour Road property from November 1 to 8, 2023. The influence on locally surrounding monitoring wells from pumping these wells is evident on some of the hydrographs, however, an analysis of the data or comment on these responses is not included in this annual monitoring report.

4.2.1 TW3-80

Water levels and average daily pumping rates for TW3-80, along with daily precipitation, from 2020 through 2024 are shown on Figure D1a (Appendix D).

Water levels measured in 2024 at TW3-80 range from approximately 300.7 to 313.3 masl (or approximately 15.7 to 3.1 m below ground surface) under pumping and non-pumping conditions, respectively. These variations in water levels are mainly due to changes in the pumping rate and are within the historical ranges of water levels observed at TW3-80. Previous analysis of monthly average water levels at TW3-80 versus average pumping at TW3-80 indicates that the pumping rate accounts for approximately 89% of the variation in water levels in TW3-80.

Operation records of TW3-80 indicate that the well is seldom shut-down for significant periods of time and, consequently, there are few fully recovered non-pumping water levels available. Based on previous shutdowns, CRA (2014) indicates that the non-pumping water levels are approximately 311 to 313 masl or 5.4 to 3.4 m below ground surface. The estimated non-pumping water levels (partially recovered conditions following shutdown of the pump) measured in 2024 range from approximately 308 to 313 masl. The non-pumping water levels have been similar over the past seven years (2018 through 2024) and higher than the previous three years (2015 through 2017) when the water takings were higher. It should be noted that non-pumping water levels do not represent “true” conditions that would be observed if there was no pumping at TW3-80 for an extended period. Instead, they represent partially recovered conditions, with the amount of recovery dependent on the average pumping rate before the pumping stopped, how much time has elapsed before pumping resumes and whether there is a background (seasonal) trend in the water levels. Previous analyses suggest that the fully recovered non-pumping level in TW3-80 is about 313 m.

The pumping water levels in 2024 range from approximately 301 to 309 masl. Based on a static water level of 313 masl, the estimated drawdown at the well in 2024 ranged from approximately 4 to 12 m. The total available drawdown to the top of the pump intake is about 20.7 m (based on a static water elevation of 313 masl and a top of pump intake elevation of 292.3 masl). Referring to Figure 1.2, the top of the Lower Bedrock Aquifer is at an elevation of approximately 292.3 masl. The pumping levels in 2024 ranged from about 9 to 17 m above the top of the aquifer; confirming that the aquifer remained under confined conditions throughout 2024.

The records of average monthly water levels, monthly withdrawals and monthly precipitation between 2006 and 2024 are shown on the hydrograph for TW3-80 (Figure D1b). The hydrograph extends back to 2006 to include the period of increased pumping up to 2008. The data provide important insights into the performance of the well and the long-term sustainability of pumping. The water levels and pumping volumes can be categorized into five periods with a year of transition between each period as follows: 2006 through 2007 when pumping rates were higher and water levels were lower; 2009 through 2013 when pumping rates were lower and water levels were higher; 2015 through 2017, when pumping rates were higher and water levels were lower; 2019 through 2021, when pumping rates have been lower and water levels higher; and 2022 through 2024, when the pumping and trends are similar to the transition years (e.g., 2014 and 2018). In general, the water level changes in TW3-80 correspond to the changes in the overall water taking from the well (i.e., lower water levels during periods of

higher water takings (e.g., 2007) and higher water levels during periods of lower water takings (e.g., 2011)). Overall, the water levels respond to pumping as expected and the on-going groundwater taking at TW3-80 has not led to a long-term declining trend in the TW3-80 water levels. The capacity of the well has not changed through time.

4.2.2 Lower Bedrock Aquifer

The regional groundwater potentiometric surface in the Lower Bedrock Aquifer is shown on Figure 4.3. The potentiometric surface was prepared based on the water levels measured on June 22, 2024. This represents a time when the highest monthly pumping volumes were recorded at TW3-80 and monthly precipitation was about average. A review of the potentiometric surface on June 22, 2024, indicates groundwater flow toward TW3-80 from the northeast, north and northwest. The greater hydraulic connection with the area toward MW7-08 is evident in the potentiometric surface under pumping conditions. It is estimated that the water elevation contours return to the regional mean southerly flow pattern approximately 1.5 km south of the Site.

Hydrographs for wells completed in the Lower Bedrock Aquifer are included on Figures D2 through D17 in Appendix D.

The findings from a review of the hydrographs of wells completed in the Lower Bedrock Aquifer are summarized below.

- Water levels measured within this aquifer in 2024 are generally similar to the water levels measured since mid-2018 (lower water levels were observed during the second half of 2022 and into the beginning of 2023 due to the lack of recharge during most of 2022). In 2024 the water levels decreased through the winter and spring, increased through the summer and then declined through the fall. This trend in water levels follows the inverse trend in the volume pumped from TW3-80 indicating the strong correlation between pumping and water levels in the Lower Bedrock Aquifer;
- Water levels in portions of the Lower Bedrock Aquifer near TW3-80 are influenced by short-term fluctuations in TW3-80 pumping. The short-term pumping effects are evident with the water levels fluctuating in response to daily changes in pumping rates and are observed in monitoring wells closest to TW3-80 (e.g., MW2A-07 and MW4A-07). In comparison, wells located further away (upgradient – MW6A-08, MW8A-08, MW10C-09 and MW10D-09; downgradient – MW15A-12, MW16A-12 and MW17A-12) show only minor differences between the daily high and low water levels;
- Water levels in the Lower Bedrock Aquifer are also influenced by longer term trends in the TW3-80 pumping. The long-term pumping effects are evident in the wells closer to TW3-80 where water level changes from year to year correlate with overall annual water takings (i.e., increased annual water takings result in lower average water levels). During periods of reduced pumping, the water levels recover with no long-term increasing or decreasing trends. These effects of variations in total annual pumping decrease with distance from TW3-80, as can be seen by comparing the hydrographs for MW2A-07 against hydrographs for wells further from TW3-80 (e.g., MW8A-08);
- As in previous years there appears to be a stronger hydraulic connection with TW3-80 at MW7A-08 (located approximately 1,050 m north of TW3-80) compared to the connection between TW3-80 and MW14A-11 (located approximately 750 m northwest of TW3-80) and TW3-80 and MW18A-12 (located approximately 750 m southwest of TW3-80). The response at MW7A-08 suggests that the zone of influence extends further upgradient toward MW7-08, as opposed to downgradient toward MW18-12. This interpreted hydraulic connection is consistent with previous years; and

- These trends are less evident at MW10C/D-09 (located approximately 1,230 m north east of TW3-80) and at MW16A-12 (located approximately 1,650 m south of TW3-80), where less fluctuation during the year is evident. This is consistent with previous years and indicates that these wells are on the periphery of the zone of influence. The water levels at MW8A-08 did not show an increasing or decreasing trend during the year with water levels fluctuating less than 1 m. The water levels at MW10C/D-09 (and also MW6A-08) decreased during the entire year. Water levels in these wells have been following this trend since the end of 2023 immediately following a rise in water levels at the end of an aquifer test on the Gilmour Property. The water levels at these wells are still returning to background conditions.

In summary, the water levels in the onsite monitoring wells in the Lower Bedrock Aquifer are influenced primarily by pumping at TW3-80. The effects of pumping at TW3-80 diminish with distance from the well, and beyond about a kilometre water levels are predominantly affected by other influences. In addition, water levels recover when pumping rates are reduced, as was observed in the second half of 2024 and decrease when pumping rates are increased, as was observed during the first half of 2024. No long-term trends in the water levels due to pumping TW3-80 have been observed over the last five years.

4.2.3 Middle Bedrock Aquitard

Hydrographs for wells completed in the Middle Bedrock Aquitard are included on Figure D18 in Appendix D. One well is monitored within this unit (MW2B-07), which is sealed within the Middle Bedrock Aquitard but close to the top of the Lower Bedrock Aquifer.

The results of a review of the hydrograph of MW2B-07 completed in the Middle Bedrock Aquitard are summarized below:

- Water levels measured within this aquitard in 2024 are similar to the water levels measured since mid-2022 and lower than the water levels observed during the previous three years (2019 through 2021) reflecting the slight differences in overall pumping during the year. The water levels are within the historical ranges measured at this well; and
- The water levels in MW2B-07 follow a similar trend as the water levels in the Lower Bedrock Aquifer from year to year and respond to pumping at TW3-80. However, the response to pumping is less compared to the response in the lower bedrock aquifer. This is consistent with the interpretation that the bottom of the screen is only 2 m above the contact between the Middle Bedrock Aquitard and the Lower Bedrock Aquifer.

4.2.4 Upper Bedrock Aquifer

The regional groundwater potentiometric surface in the Upper Bedrock Aquifer is shown on Figure 4.4. The potentiometric surface was prepared based on the water levels measured on June 22, 2024. This represents a time when the highest monthly pumping volumes were recorded at TW3-80 and monthly precipitation was about average. A review of the potentiometric surface on June 22, 2024, indicates groundwater flow toward TW3-80 from the northeast, north and northwest. The greater hydraulic connection with the area toward MW7-08 is evident in the potentiometric surface under pumping conditions.

Hydrographs for wells completed in the Upper Bedrock Aquifer are included on Figures D19 through D31 in Appendix D.

The findings from a review of the hydrographs of wells completed in the Upper Bedrock Aquifer are summarized below:

- Water levels measured in the Upper Bedrock Aquifer are within the historical ranges measured at the wells and similar or higher than those observed in 2023 when the annual pumping and precipitation were similar following a year (2022) of below average precipitation. Following the below average precipitation that occurred for most of 2022, the water levels in the Upper Bedrock Aquifer have increased. During 2024, the water levels increased through the first few months and then stabilized before a spike in water levels in July following above average precipitation. Following the spike in water levels, the water levels declined to the end of the year with some water levels stabilizing at the end of the year. At some wells the timing of the increases or decreases is delayed but the overall trends are similar with the exception of some of the wells that are closer to TW3-80 (MW2C-07) or more influenced by pumping at TW3-80 (MW7B-08, MW20-19-7) where a decline in water levels during the spring (prior to the spike in July) was observed;
- Water levels in the Upper Bedrock Aquifer around the Site show some effects of pumping at TW3-80 (i.e., there is hydraulic connection between the Lower Bedrock and Upper Bedrock Aquifers); however, the connection is limited (i.e., less response than in the Lower Bedrock Aquifer). The extent of influence varies based on distance from TW3-80 and existing hydrogeologic conditions (i.e., complexity in the subsurface geologic structure and properties);
- Typically, wells further away from TW3-80 show less effect from pumping, although this is not always the case. The greatest influence from pumping is observed at MW2C-07 and MW7B-08. There appears to be a stronger hydraulic connection between TW3-80 and MW7B-08 (located approximately 1,050 m north of TW3-80) compared to the connection between TW3-80 and MW4B-07 (located approximately 330 m northwest of TW3-80). This is also consistent with previous years and points to complexity in the subsurface;
- While there is an influence on water levels in the Upper Bedrock Aquifer from pumping TW3-80, there are also long-term water level fluctuations that are reflective of variations in recharge (i.e., lower water levels during years of below average precipitation (such as 2022) and higher water levels during years of above average precipitation); and
- There are also seasonal influences observed in the water levels in the Upper Bedrock Aquifer. For example, melt events and significant precipitation events influence the water levels in the Upper Bedrock Aquifer. Recharge to the aquifer has more of an effect than pumping during these events (i.e., the changes in water level are more reflective of the wet spring/dry summer and fall compared to the total pumping). This was evident with the rise in water levels occurring in July when above average precipitation was recorded (typically during a time when water levels are declining). This is also evident at during the second half of the year when water levels were declining during a time of decreased precipitation, even though pumping from TW3-80 was also decreasing.

In summary, the water levels in the onsite monitoring wells in the Upper Bedrock Aquifer are influenced by pumping at TW3-80 but to a lesser degree than water levels in the Lower Bedrock Aquifer due to a lower permeability bedrock layer that exists between the two aquifers. There is also an influence on water levels reflective of trends in recharge. This is reflected in 2024 by the decrease in water levels during a time of below average precipitation during the second half of the year. The long-term monitoring data, which show that water levels recover when pumping rates are reduced, are consistent with the interpretation that the water taking is sustainable.

4.2.5 Overburden

The potentiometric surface of the overburden plotted in Figure 4.5 is also based on water levels measured on June 22, 2024. This represents a time when the highest monthly pumping volumes were recorded at TW3-80 and

monthly precipitation was about average. A review of the potentiometric surface on June 22, 2024, indicates that groundwater flow is generally in a southerly direction with potentially some flow towards Aberfoyle Creek. We note that there is both lateral and vertical flow in the overburden. An interpretation of the lateral flow in the overburden is shown in Figure 4.5, while vertical gradients in the shallow overburden along the creek are discussed below. Shallow groundwater flow directions are more variable locally than the deeper bedrock flow systems as they are more influenced by topography and interactions with surface features.

Hydrographs for wells completed in the overburden are included on Figures D32 through D36 in Appendix D. The intermediate and deep overburden wells are installed in the till, in sand and gravel within or below the till, or deep within the surficial sand and gravel aquifer. Shallow overburden wells are typically installed in the upper portion of the surficial sand gravel.

Findings from a review of the hydrographs of wells completed in the overburden are summarized below:

- Similar to the water levels in the Upper Bedrock Aquifer, the water levels in the overburden increased through the winter, but then generally declined from the spring to the end of the year with the exception of the spike in July. Some of the water levels stabilized at the end of the year (with the exception of MW4C-07 which continued to decrease to the end of the year);
- Water levels in the overburden were similar or slightly higher compared to the water levels observed in 2023 and higher compared to the lower water levels observed during the second half of 2022 due to the below average precipitation. Water levels in 2024 were within the ranges of water levels observed at the wells with some higher water levels observed during the above average precipitation in July; and
- Water levels in the overburden are affected by natural factors (recharge), and to a lesser degree by pumping at TW3-80. The response to pumping in the overburden is muted compared to the response in Upper and Lower Bedrock Aquifers but for monitoring wells immediately adjacent to TW3-80 there is a correlation with long-term variations in pumping.

In summary, the water levels in the overburden are influenced by weather events and to a lesser degree, pumping at TW3-80. The influence of pumping on water levels in the overburden is less than the influence of pumping on water levels in both the Upper and Lower Bedrock Aquifers. There are no long-term declining trends in the overburden water levels. The fact that water levels recover when pumping rates are reduced and there are no long-term declining trends is a line of evidence that the water taking is sustainable.

4.2.6 Vertical Gradients

Vertical gradients between the Lower Bedrock Aquifer and the Upper Bedrock Aquifer are plotted on Figures D37 through D50 in Appendix D; the gradients are inferred from multi-level monitoring wells completed in both units.

Note that a positive gradient is calculated when the water level in the upper aquifer exceeds the level in the lower aquifer. Under these conditions, the mean direction of vertical groundwater flow is downwards.

In general, based on a review of the graphs for the multi-level monitoring well locations, a dampened response in the Upper Bedrock Aquifer relative to the response in the Lower Bedrock Aquifer is evident. At locations where the positive gradient increases when pumping increases, this is due to the fact that water levels in the Lower Bedrock Aquifer respond more to pumping than do the water levels in the Upper Bedrock Aquifer.

A description of the gradients at the Site is as follows:

- MW2A/C-07 – positive gradient (potential downward flow) that increases with increased pumping. There are brief periods in 2024 and other years when the gradient is reversed, coinciding with reduced pumping. Seasonal changes in vertical gradient are evident and correspond to the seasonal changes in pumping (i.e., higher pumping during the summer months – or spring in 2024). Daily changes in the vertical gradient are greater than at wells further away from TW3-80;
- MW4A/C-07 – positive gradient (potential downward flow) that increases with increased pumping. The seasonal changes in vertical gradient are also evident and similar to those observed at MW2-07. The daily changes in the vertical gradient are less than at MW2-07;
- MW6A/B-08 – positive gradient (potential downward flow) that has been relatively consistent over the previous four years but has decreased (less potential downward flow) since the end of 2023 following the aquifer test at the Gilmour Road property. The overall trend has correlated with the annual volume pumped from TW3-80 in previous years but less so in 2024 as the water levels return to background conditions;
- MW7A/B-08 – positive gradient (potential downward flow) that increases with increased pumping. There is a daily fluctuation in the positive gradient that relates to the daily pumping at TW3-80. Seasonal changes in vertical gradient are evident and correspond to the seasonal changes in pumping (i.e., higher pumping during the summer months – or spring in 2024);
- MW8A/B-08 – negative gradient (potential upward flow) that reverses to a positive gradient (potential downward flow) mainly when pumping from TW3-80 is higher. The gradient has been relatively consistent over the past five years with the overall trend correlating with the annual volume pumped from TW3-80;
- MW10B/C-09 – positive gradient (potential downward flow) that does not change with seasonal pumping fluctuations. The gradient has been relatively consistent over the previous four years but has decreased (less potential downward flow) since the end of 2023 following the aquifer test at the Gilmour Road property;
- MW14A/C-11 – positive gradient (potential downward flow) that increases with increased pumping and correlates with the long-term pumping trend. Seasonal changes in vertical gradient are also evident and correspond to the seasonal changes in pumping;
- MW15A/B-12 – negative gradient (potential upward flow) that does not change with increased pumping. The gradient has been similar over the past three years and slightly less than 2020 and 2021 showing some correlation with the long-term pumping trend at TW3-80;
- MW16A/B-12 – positive gradient (potential downward flow) with minor changes related to seasonal changes in pumping;
- MW17A/B-12 – positive gradient (potential downward flow) that reverses to a negative gradient (potential upward flow) during times of decreased pumping. Seasonal changes in vertical gradient are also evident and correspond to the seasonal changes in pumping;
- MW18A/B-12 – negative gradient (potential upward flow) that reverses to a positive gradient (potential downward flow) during times of increased pumping. Seasonal changes in vertical gradient are also evident and correspond to the seasonal changes in pumping;
- MW19-18-4/7 – positive gradient (potential downward flow) with minor change related to seasonal changes in pumping. There has also been a correlation with the vertical gradient and the pumping over the past four years (since monitoring began) that correlates with the long-term pumping trend at TW3-80;

- MW20-19-5/7 – positive gradient (potential downward flow) that increases with increased pumping. Seasonal changes in vertical gradient are also evident and correspond to the seasonal changes in pumping. There has also been a correlation with the vertical gradient and the pumping over the past four years (since monitoring began) that correlates with the long-term pumping trend at TW3-80; and
- MW21-18-3/4 – positive gradient (potential downward flow) that increases with increased pumping. Seasonal changes in vertical gradient are also evident and correspond to the seasonal changes in pumping.

Most of the area around TW3-80 is characterized by positive gradients (downward flow) in the bedrock. A negative gradient (upward flow) is present at wells further away from TW3-80 (i.e., at MW15-12 to the west and MW8-08 to the north). Over the past five years, a negative gradient (upward flow) is also present at MW2-07 (close to TW3-80), and MW17-12 and MW18-12 (to the south) when pumping at TW3-80 has been lower.

4.3 Surface Water Monitoring Program

The surface water monitoring program includes measurement of mini-piezometer and surface water levels, surface water flows and surface water temperatures. The surface water levels measured in 2024 are presented in Appendix E along with hydrographs of the water levels. Surface water flows are tabulated and graphed in Appendix F. The hydrographs also include the daily pumping volumes at TW3-80 and daily precipitation as recorded at the Shades Mill meteorological stations. Surface water temperatures are discussed in Section 4.3.4 and Appendix G.

4.3.1 Mini-Piezometer Water Levels

Hydrographs for the mini-piezometer locations are presented on Figures E1 through E8 in Appendix E with the “a” figures including data for the last 5 years (2020 through 2024) and the “b” figures including data for 2024 only.

The findings from a review of the hydrographs for the mini-piezometers are summarized below.

- A mini-piezometer nest (MP1-16) was installed in Aberfoyle Creek at the Gilmour Road property in April 2016 to monitor background conditions upstream of the Site. For the 2024 analysis, MP1-16 is considered to represent background conditions. The variation in water levels at MP1-16 over 2024 was approximately 0.62 m in the deep piezometer and 0.76 m in the shallow piezometer with spikes related to precipitation and/or snowmelt events. The water levels in MP1-16S have been similar over the past five years compared to the water levels in MP1-16D which were the lowest in 2022 (during drought conditions) and have remained similar in 2023 and 2024. In 2024 the water levels rose to mid-April and then declined to the start of September and were relatively stable to the end of the year (with the exception of some spikes due to precipitation events). There was also a significant spike in the water levels at the beginning of July due to above average precipitation. These changes in water level are influenced by natural seasonal patterns. The potential for vertical flow at the MP1-16 nest is consistently upwards in 2024, similar to previous years (i.e., as shown in Figure E1a/b, water levels in MP1-16D exceed those in MP1-16S);
- There are five mini-piezometer nests situated on the Aberfoyle property (MP16, MP6, MP12, MP14, MP8) and two located downstream of the confluence of Aberfoyle Creek and Mill Creek (MP17, MP18). These mini-piezometer nests, located upgradient and downgradient of TW3-80, showed fluctuations of approximately 0.4 m to 1.0 m during 2024. The trends in water levels at the mini-piezometers were similar to those observed at MP1-16 (but to a lesser extent at MP16-08, MP6-04/08, MP12-04 and MP14-07 located downstream of Mill Pond). The similarity in water level fluctuations indicates that changes in water levels correspond more with natural events rather than changes in pumping in TW3-80 and are mainly due to precipitation, snow melt and evaporation;

- Water levels measured in the mini-piezometers in 2024 are within the historical ranges;
- The water levels have generally increased in the spring, declined through the summer, and then increased in the fall or remain stable; and
- In addition to the seasonal trends, short-term changes (“spikes”) in water level in the shallow groundwater reflect the influence of precipitation.

Shallow gradients observed in the mini-piezometers are shown on Figures E9 through E11 in Appendix E with the “a” figures including data for the last 5 years (2020 through 2024) and the “b” figures including data for 2024 only. Beginning upstream and moving downstream, the vertical gradients are as follows:

- MP1-16 – strong negative gradient (potential upward flow) in 2024 and over the past five years. The gradient reduced slightly during the second half of the year in relation to the below average precipitation during that time. The short-term decreases in the negative gradient are caused by rapidly rising surface water elevations following precipitation events;
- MP16 – no gradient measured in 2024 which is consistent with the previous five years;
- MP6 – weak negative gradient (potential upward flow) in 2024. There is typically a weak negative gradient that occasionally reverses to a weak positive gradient (potential downward flow) in the summer, however that was not observed possibly due to the above average precipitation in July. The gradient has been similar over the past five years;
- MP12 – weak negative gradient (potential upward flow) in 2024 with one reversal at the end of February. The gradient is mostly negative with the exception of late 2022 and early 2023 following the below average precipitation in 2022;
- MP14 – strong negative gradient (potential upward flow) in 2024 that was reduced slightly in September. Historically the gradient is reduced during the summer but generally remains negative, which is what was also reflected in 2024;
- MP8 – weak negative gradient (potential upward flow) that decreased during the second half of the year. Historically there has been a weak negative gradient (potential upward flow) at this location; and
- MP17 and MP18 – near neutral gradient that switched between a weak positive gradient (potential downward flow) and a weak negative gradient (potential upward flow) during the year.

The water levels in the mini-piezometers on June 22, 2024 are plotted on Figure 4.6 which represents a time when the highest monthly pumping volumes were recorded at TW3-80 and monthly precipitation was about average. Review of the water levels on June 22, 2024 indicates that there is a strong negative gradient (potential upward flow) at MP1-16 located upstream of Aberfoyle Mill Pond. There is essentially no gradient at the two piezometers (MP16, MP6) upgradient of TW3-80 (and immediately downgradient of Mill Pond) and then a slight negative gradient at MP12 and a strong negative gradient at MP14 moving downstream, near the middle of the property. Further downstream before the confluence with Mill Creek, there is a weak negative gradient at MP8 and then after the confluence, a weak negative gradient at MP17 and MP18. These gradients are similar to those observed in the past.

4.3.2 Surface Water Levels

Hydrographs for the surface water level monitoring locations are included on Figures E12 through E16 in Appendix E with the “a” figures including data for the last 5 years (2020 through 2024) and the “b” figures including data only for 2024.

A review of the hydrographs for the surface water level monitoring locations indicates the following:

- Surface water levels in the creeks fluctuate in response to precipitation, snow melt and evapotranspiration with no measurable effects from pumping at the current rates;
- In general, surface water levels have been higher in the winter/spring and lower in the summer and then have increased slightly into the fall. The trends were similar in 2024, however, the trend was interrupted by a spike in the water levels in July due to above average precipitation. In general, surface water levels at the off-Site stations (manual measurements at SW3, SW4 and SW5) were similar throughout the year with the spike in July observed at SW3 and SW5 (SW4 destroyed during the summer). In general, surface water levels at the on-Site stations (transducer data at SW1 and SW2) showed a similar trend to the water levels in the off-site wells but in more detail including spikes in water levels during precipitation events; and
- The water levels in 2024 were within the historical ranges recorded at the sites.

The water levels at the surface water stations on June 22, 2024 (June 20, 2024 for SW3, SW4 and SW5) are included on Figure 4.6, which represents a time when the highest monthly pumping volumes were recorded at TW3-80 and monthly precipitation was about average. Review of the water levels on June 20 and 22, 2024 indicates that surface water features varied in elevation from approximately 317.39 masl at SW3 to 307.41 masl at SW5 with surface water levels across the Site ranging from 311.57 masl (SW1) to 310.47 masl (SW2).

It is important to note that the stream flow provides a more reliable data set for investigating the potential impacts of pumping compared to an analysis of stream water levels, which can be affected by channel geometry. An analysis of stream flow is presented in the following section.

4.3.3 Surface Water Flow

The monthly stream flow data collected in 2024 are summarized in Appendix F. Stream flow has been measured at SW1 and SW2 since December 2001. SW1 is located along Aberfoyle Creek near the upstream part of the property while SW2 is located along Aberfoyle Creek near the downstream part of the property.

Stage-discharge curves are developed for SW1 and SW2 which show the relationship between surface water elevation (stage) and stream flow (discharge). The stage-discharge relationship was used to convert the continuous measurements of stream stages to stream flows. Due to changing stream conditions, individual stage-discharge curves sometimes need to be created for individual years or a series of years. This is done because a review of the discrete flow and water level measurement results indicates that the hydraulic controls at the gauging stations have changed subtly. In 2024, the stage-discharge curves were reviewed/updated at both stations which resulted in a modification to the curve for SW1 and SW2. The stream geometry appears to have changed slightly at SW1 and SW2 resulting in the need for new stage-discharge curves. These stage-discharge curves were developed to represent continuous flows in 2024 at SW1 and SW2. The new curves for SW1 and SW2 provide a better fit to the 2024 data. Stage-discharge curves were developed by estimating the level at which zero flow would occur (i.e., y0) at each station. This was estimated using the available low-flow measurements collected over the monitoring period. Historical data were included for comparison and to include measured data over a larger range of stream discharge conditions. Power functions were used to develop a best

fit curve for the measured data at each station. Data outliers were evaluated with a lower confidence due to suspected winter conditions or measurement error. The updated stage-discharge curves for SW1 and SW2 are presented on Figures F1 and F2, respectively. Flow data from previous years were estimated using historic stage-discharge curves that best fit the monitoring data collected during those years (as presented in previous reports).

Graphs of estimated stream flow at SW1 and SW2, along with pumping rates and precipitation, are presented on Figure F3 in Appendix F with the “a” figure including data for the last 5 years (2020 through 2024) and the “b” figure including data for 2024. The updated stage-discharge relationship was used to estimate stream flow from the continuous water level elevation data in 2024. It should be noted that historically there are a few occasions when flow was estimated at SW1 and SW2 for stream elevations outside of the observed stage-discharge curve relationship (typically flows do not exceed approximately 1,200 L/s).

Review of the flow data indicates the following:

- In 2024, stream flow measured in the field (during monthly monitoring) at SW1 ranged from 36 L/s (September) to 609 L/s (July) and at SW2 stream flow ranged from 42 L/s (September) to 929 L/s (July);
- The trends in surface water flow at SW1 and SW2 over the year are similar. This is consistent with previous years and as expected over the ~900 m reach of creek;
- In 2024, stream flow was higher in the spring following precipitation and melt events and then was lower through the summer before increasing in the fall. Stream flow increased in July during a time of above average precipitation;
- In 2024, the calculated flows, using the rating curves, indicate that flow at SW1 and SW2 are similar. It should be noted that the contributing drainage area between SW1 and SW2 is small in comparison to the total drainage area upstream of the site. This means that the expected increase in flow based on increase in drainage area will also be small and that stream flows at SW1 and SW2 will be similar and differences are likely to be within the margin of error for flow measurements in natural open channels; and
- Apparent flow is sometimes slightly lower at SW2 compared to SW1. This can sometimes be due to manual flow measurement accuracy or changed hydraulic controls. With respect to stream conditions, the channel cross section at SW1 is relatively stable from year to year and has a silty bed composition. This type of channel is less prone to underestimating flow due to irregularities. In contrast, the channel cross section at SW2 is wide, very shallow during low flow, has a cobbly substrate and the bed is mobile, often changing from year to year. The presence of large cobbles in the bed at SW2 introduces flow irregularities that cause additional error to flow measurements, especially at low flow conditions. In addition, flow through the coarse substrate, known as gauge underflow, is likely occurring at SW2. The magnitude of gauge underflow and the error it introduces cannot be measured using standard stream flow measurement techniques, but the relative error is larger for shallow depths of flow (when the flow above the bed is small) and less significant for deeper flows (when the flow above the bed is large). For this reason, discrete measurements can significantly underestimate the flow at SW2 during low water conditions.

There have been no significant effects observed on Aberfoyle Creek adjacent to the site since 2008 (when continuous monitoring began), which included ten Low Water Advisories over that time.

It was noted in CRA (2014) that pumping tests conducted in 2004, 2007, and 2010 indicated that surface water flow at SW1 and SW2 was not measurably affected by pumping. The on-going monitoring confirms this

conclusion and shows that the stream flows are influenced primarily by precipitation events and fluctuate seasonally.

4.3.4 Surface Water Temperature

Surface water temperature was monitored at six stations across the property.

The average daily water and air temperature data for 2020 through 2024 are shown on Figure G1a and for 2024 on Figure G1b. Review of the data indicates the following:

- The seasonal trend in stream temperature levels in 2024 is similar to previous years;
- Average daily ambient air temperature ranged from -12.3ºC (2.4ºC warmer than 2023) to 24.8ºC (1.2ºC warmer than 2023) in 2024;
- Average daily surface water temperature ranged from 0.5ºC to 27.6ºC at the upstream end of the property (ST6-08) and from -0.1ºC to 25.3ºC at the downstream end of the property (ST5-05). Surface water temperatures decrease, across the Site, moving downstream; and
- Air temperature significantly influences stream temperature as seen by the strong correlation between the two. The correlation is not evident during the winter months when air temperature typically drops below 0ºC and surface water temperature remains relatively constant around 0ºC.

The surface water temperature data were provided to C. Portt and Associates, and the results were incorporated in their report, which is also included in Appendix G.

The mill pond on Aberfoyle Creek has a major influence on the temperature of the creek and its fish community. During the summer, the water in the mill pond, upstream from Brock Road, becomes warm and, as a consequence, the creek is warm through the property. In the C. Portt and Associates report it is concluded that:

> In 2024, mean summer (June – August) air temperature was fifth highest among those observed during the period 2007 – 2024. The overall pattern of water temperature suitability for the fish species found in the Aberfoyle Branch of Mill Creek from Brock Road downstream through the Blue Triton property in 2024 are consistent with previous years. Water temperatures during the June 1 – August 31 period are usually too warm for coldwater species such as brook trout and brown trout and too cold for warmwater species such as largemouth bass. The water temperatures during this period are most favorable for species such as common shiner which have intermediate thermal requirements. During the summer, the water in the mill pond upstream from Brock Road becomes warm and, although the creek temperature decreases with distance downstream, it frequently exceeds the ultimate upper incipient lethal temperature for brook trout and brown trout at the furthest downstream temperature monitoring site.
>
> The 2024 stream temperatures were lower than predicted from the mean water temperature versus mean air temperature regression at all six sites. The cause of the lower stream temperature in 2024 is unknown.

4.4 Biological Monitoring Program

In the 2024 Biological Monitoring Program Report for the Aberfoyle property (Beacon Environmental, 2025) it is concluded that:

In summary, the findings suggest that there have been minor changes to the various terrestrial and aquatic parameters being monitored on the subject property, though these changes are generally within the range expected and attributable to natural variation and succession. The subject property continues to support high quality terrestrial and wetland habitats that support a diverse range of native wildlife.

The aquatic environment is strongly influenced by the thermal loading from the Aberfoyle Mill Pond upstream of the subject property, which makes downstream reaches unsuitable for sensitive cold-water fish.

The report also includes recommendations for continued biological monitoring in 2025. Details are included in the report which can be found in Appendix H.

5.0 CONCLUSIONS

The following conclusions are provided based on the results of the 2024 monitoring program.

1) Blue Triton has complied with all the conditions in the existing permit for the Aberfoyle well TW3-80.

2) TW3-80 has been operated in accordance with the pumping limits outlined in the PTTW. The daily water taking at TW3-80 in 2024 ranged from 175,283 L to 3,242,259 L. The average daily taking in 2024 was 1,674,026 L. The total volume of water taken in 2024 from TW3-80 was 612,693,646 L or 47% of the permitted volume.

3) The interpreted non-pumping water levels in TW3-80, which obtains water from the Lower Bedrock Aquifer, ranged from approximately 308 to 313 masl in 2024 and the interpreted water levels under variable pumping conditions ranged from approximately 301 to 309 masl. The drawdown at the well ranged from approximately 12 m to 4 m in 2024. Historical and current records indicate that long-term water levels generally correlate with the monthly pumping volumes (i.e., higher water levels during months of lower pumping and lower water levels during months of higher pumping). At all times the water level in TW3-80 remained above the top of the Lower Bedrock Aquifer.

4) The trends of water level variations within the Lower Bedrock Aquifer are stable, with nearby monitoring wells in the Lower Bedrock Aquifer fluctuating in response to variations in pumping at TW3-80. Water levels measured within this aquifer in 2024 are generally similar to the water levels measured since mid-2018 with the exception of the lower levels during the second half of 2022 which was marked by drought conditions and the low amount of recharge to the Lower Bedrock Aquifer. The groundwater taking from TW3-80 has not led to a long-term declining trend in the aquifer water levels.

5) The muted responses at monitoring wells in the Upper Bedrock Aquifer relative to the Lower Bedrock Aquifer confirm that the Middle Bedrock Aquitard limits the effect of pumping on overlying units. The water levels in the Upper Bedrock Aquifer and overburden aquifer show seasonal trends that are reflective of spring melt and precipitation. In 2024 the water levels were similar or higher than those observed in 2023. No unacceptable impacts (i.e., long-term declining trends) to the Upper Bedrock Aquifer and overburden aquifer have been observed.

6) Surface water levels fluctuate in response to precipitation, snow melt and evapotranspiration.

7) The water taking does not interfere with the ecological functions of the terrestrial, wetland and aquatic ecosystems on or adjacent to the property.

8) The water taking does not prevent other water users from continuing their established pattern of use. The groundwater withdrawals from TW3-80 do not interfere with existing municipal uses or private uses. There have been no well interference complaints at Aberfoyle due to the water taking from TW3-80.

9) There were no complaints from neighbouring properties in 2024 regarding either groundwater quantity or quality. This suggests that no irreversible impacts have been observed due to pumping of the aquifer or deterioration of groundwater quantity or quality on neighbouring properties.

10) Based on the monitoring data collected, the 2024 water takings from TW3-80 are sustainable.

6.0 RECOMMENDATIONS

No changes to the existing monitoring program are recommended.

Signature Page

WSP Canada Inc.



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Senior Hydrogeologist

Craig DeVito, M.Sc., P.Eng.
Senior Hydrologist

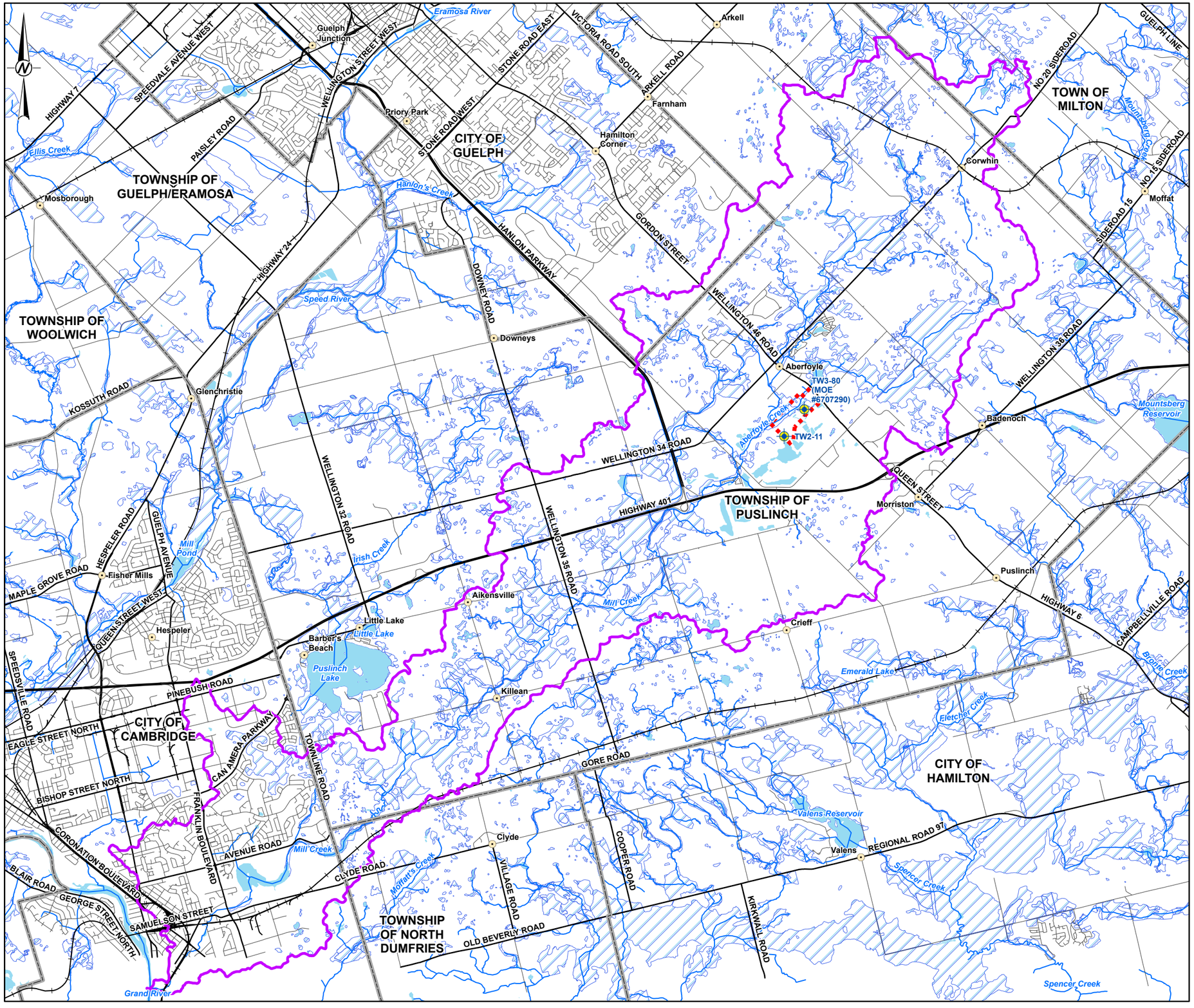


John Piersol, M.Sc., P.Geo.
Senior Hydrogeologist

GRP/CDV/JAP/rk

FIGURES

Figures 1.1 to 4.6



NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
SITE PLAN

CONSULTANT

wsp

YYYY-MM-DD	2025-03-14
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
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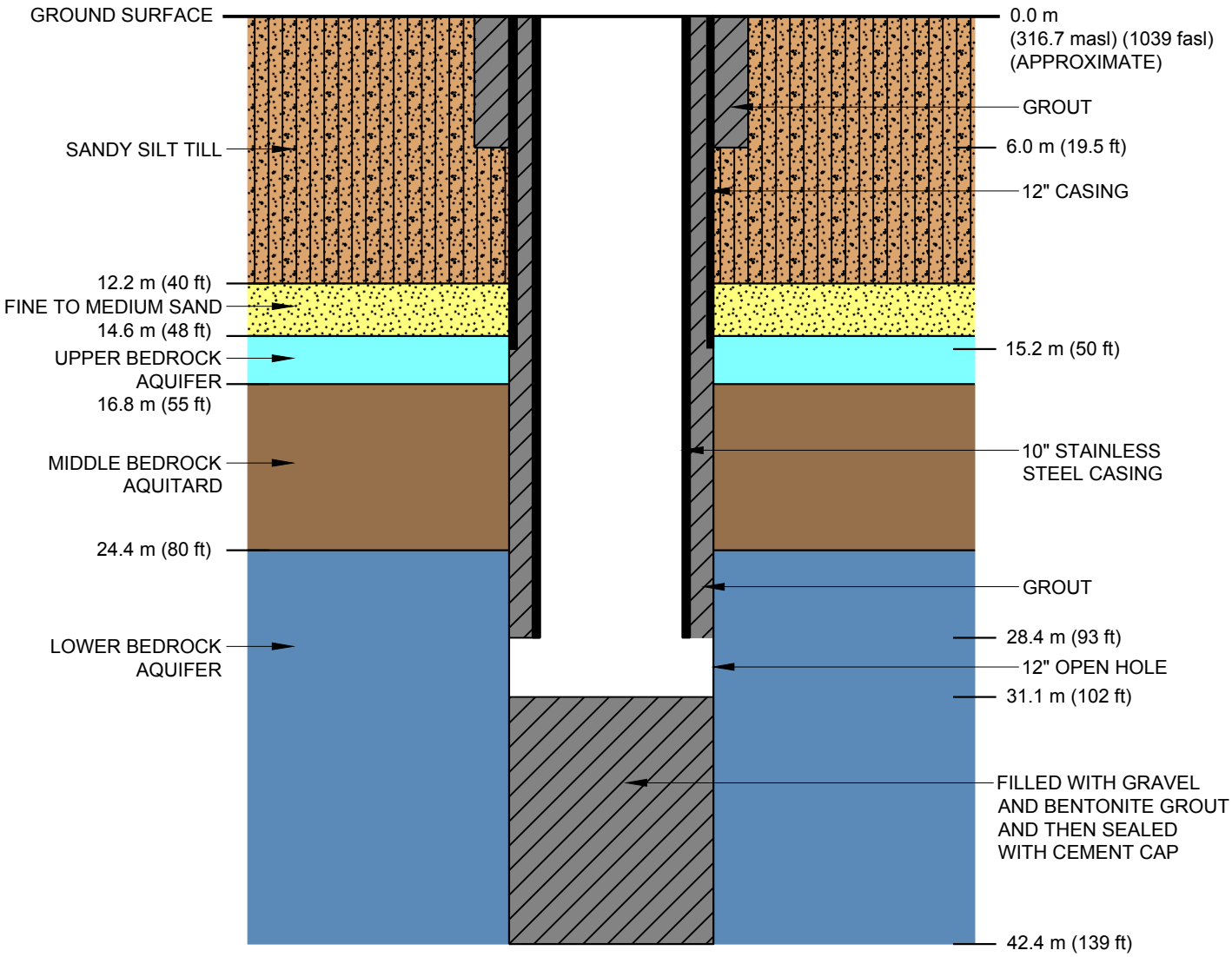

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

CONSULTANT

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ABERFOYLE TW3-80 SCHEMATIC

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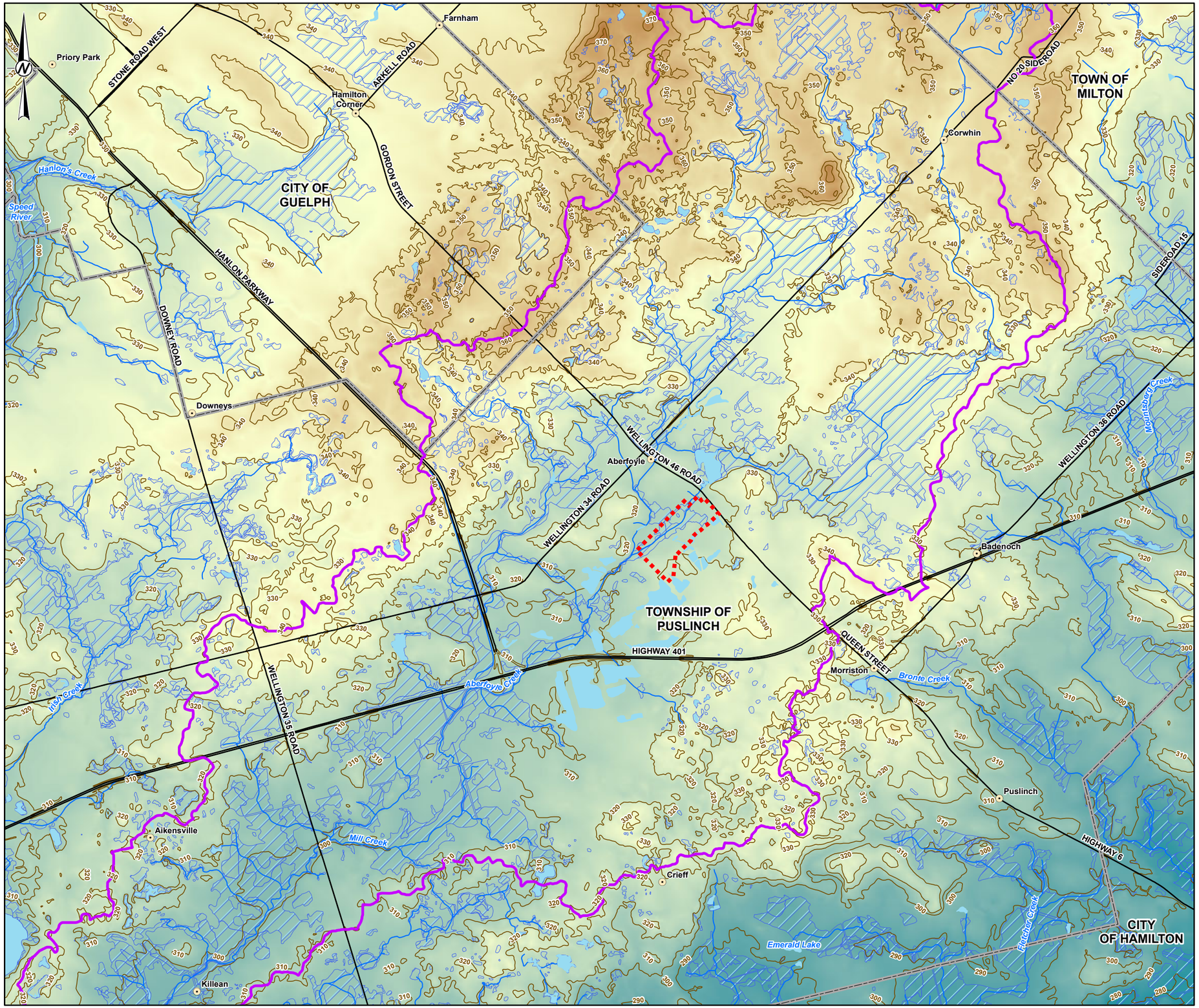

LEGEND

- CITY / TOWN
- TOPOGRAPHIC ELEVATION CONTOUR (MASL)
- MAIN ROAD /HIGHWAY
- WATERCOURSE
- WATERBODY
- WETLAND
- PROVINCIALLY SIGNIFICANT WETLAND
- MILL CREEK SUB-WATERSHED
- MUNICIPAL BOUNDARY
- PROPERTY BOUNDARY

VALUE

HIGH : 395.933

LOW : 94.8032

0 500 1,000 2,000

1:50,000 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
TOPOGRAPHY AND DRAINAGE

CONSULTANT

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PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

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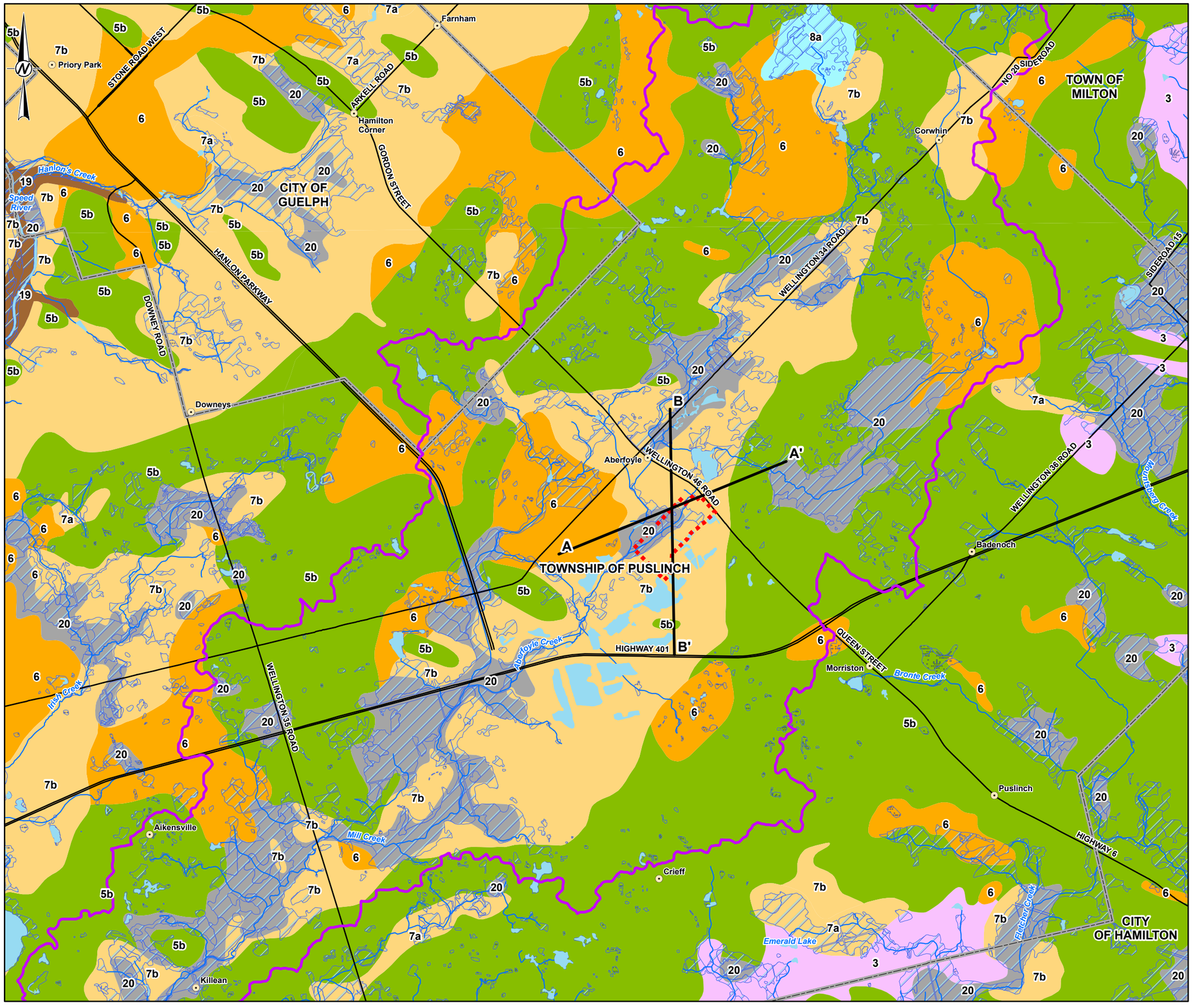

LEGEND

- CITY / TOWN
- CROSS-SECTION LOCATION
- MAIN ROAD /HIGHWAY
- WATERCOURSE
- WATERBODY
- WETLAND
- PROVINCIALLY SIGNIFICANT WETLAND
- MILL CREEK SUB-WATERSHED
- MUNICIPAL BOUNDARY
- PROPERTY BOUNDARY
- 3: PALEOZOIC BEDROCK
- 5B: STONE-POOR, CARBONATE-DERIVED SILTY TO SANDY TILL
- 6: ICE-CONTACT STRATIFIED DEPOSITS
- 7A: SANDY DEPOSITS
- 7B: GRAVELLY DEPOSITS
- 8A: MASSIVE-WELL LAMINATED
- 19: MODERN ALLUVIAL DEPOSITS
- 20: ORGANIC DEPOSITS

0 500 1,000 2,000

1:50,000 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

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CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
REGIONAL QUATERNARY GEOLOGY

CONSULTANT

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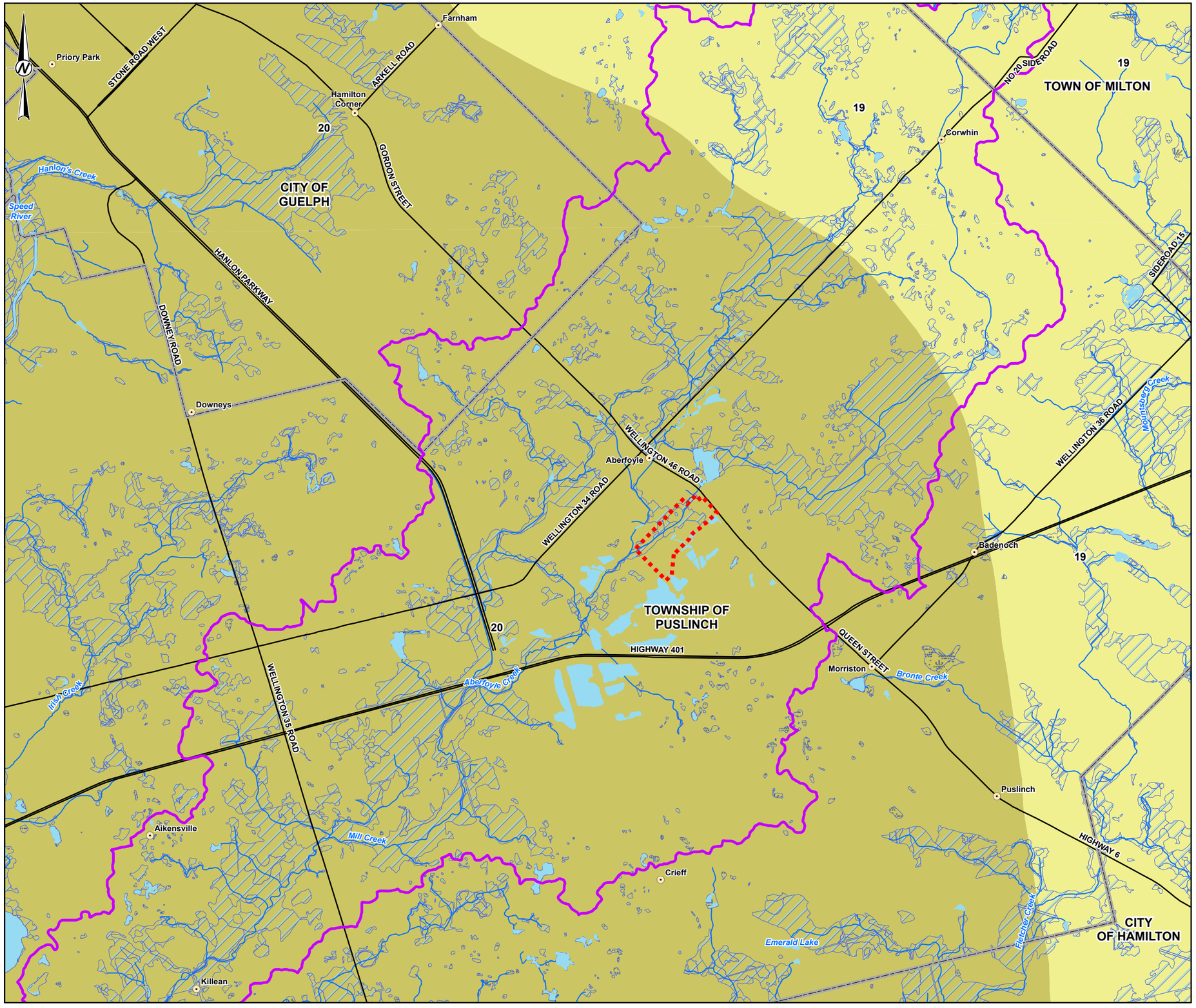

LEGEND

- CITY / TOWN
- MAIN ROAD /HIGHWAY
- WATERCOURSE
- WATERBODY
- WETLAND
- PROVINCIALLY SIGNIFICANT WETLAND
- MILL CREEK SUB-WATERSHED
- MUNICIPAL BOUNDARY
- PROPERTY BOUNDARY
- 20: GUELPH - DOLOSTONE; THICK-BEDDED, CRINOIDAL, LOCALLY BIOHERMAL; LOCALLY BITUMINOUS (ERAMOSA MB)
- 19: AMABEL - DOLOSTONE, LIMESTONE, ARGILLACEOUS DOLOSTONE; LOCALLY CHERTY; LOCALLY BITUMINOUS (ERAMOSA MB)

0 500 1,000 2,000

1:50,000 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
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3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
REGIONAL BEDROCK GEOLOGY

CONSULTANT

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APPROVED	GRP

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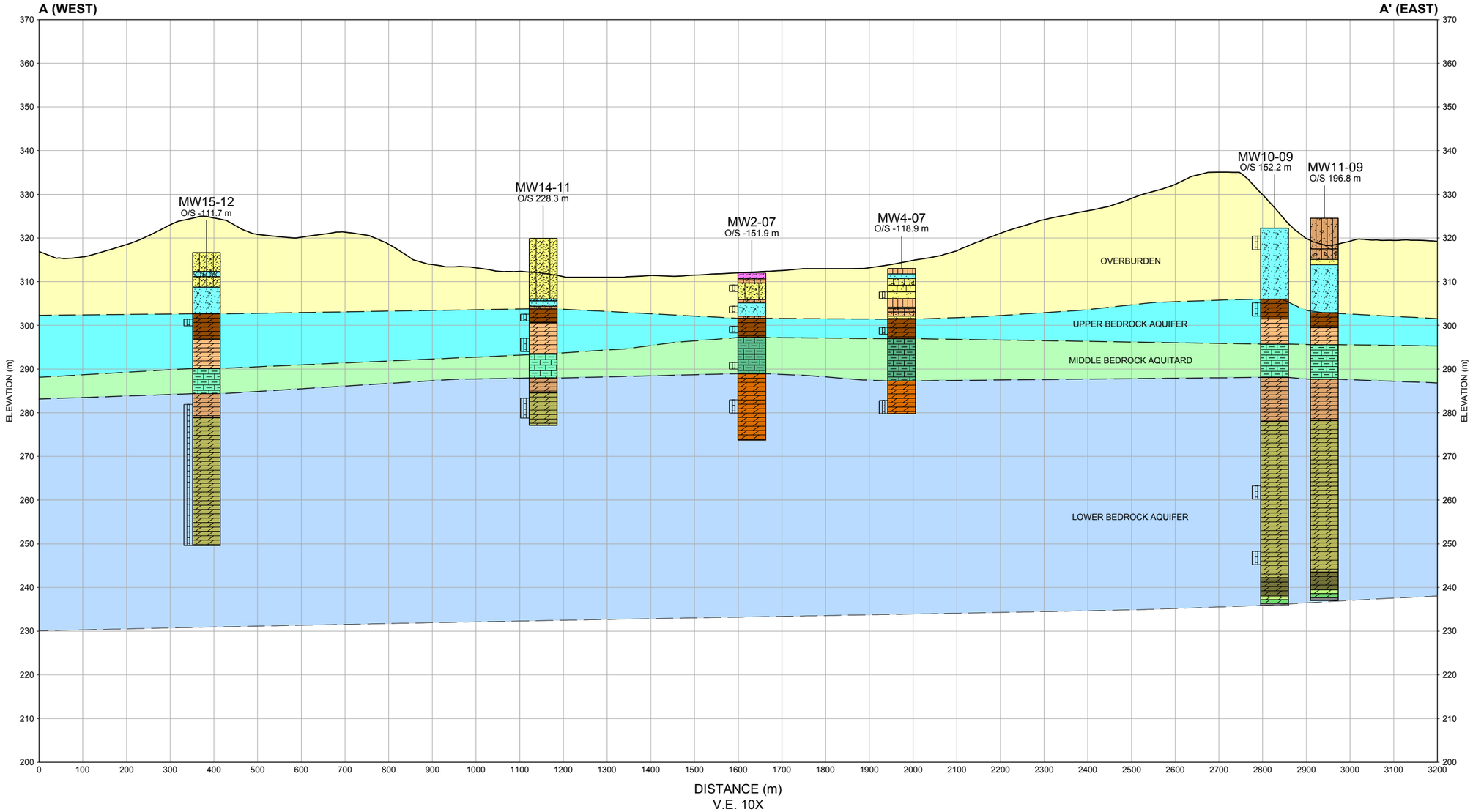

LEGEND

OVERBURDEN
- SAND
- SILTY SAND
- SILTY SAND TILL
- SANDY SILT
- SANDY SILT TILL
- SILT
- SILT TILL
- TOPSOIL
- SAND AND GRAVEL
- GRAVEL AND SILT

BEDROCK (OLD)
- GUELPH
- ERAMOSA
- AMABEL
- BEDROCK

BEDROCK (NEW)
- GUELPH
- REFORMATORY QUARRY
- VINEMOUNT
- GOAT ISLAND
- GASPORT
- IRONDEQUOIT
- ROCKWAY
- MERRITTON
- CABOT HEAD

0 25 50
1:1,000 VERTICAL METRES

0 250 500
1:10,000 HORIZONTAL METRES

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
CROSS SECTION A-A'

CONSULTANT

YYYY-MM-DD	2025-03-04
DESIGNED	
PREPARED	DD
REVIEWED	GP
APPROVED	GP

PROJECT NO.	TASK	REV.	FIGURE
CA0049769.2148	(1000)	A	2.4

IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI B

25 mm

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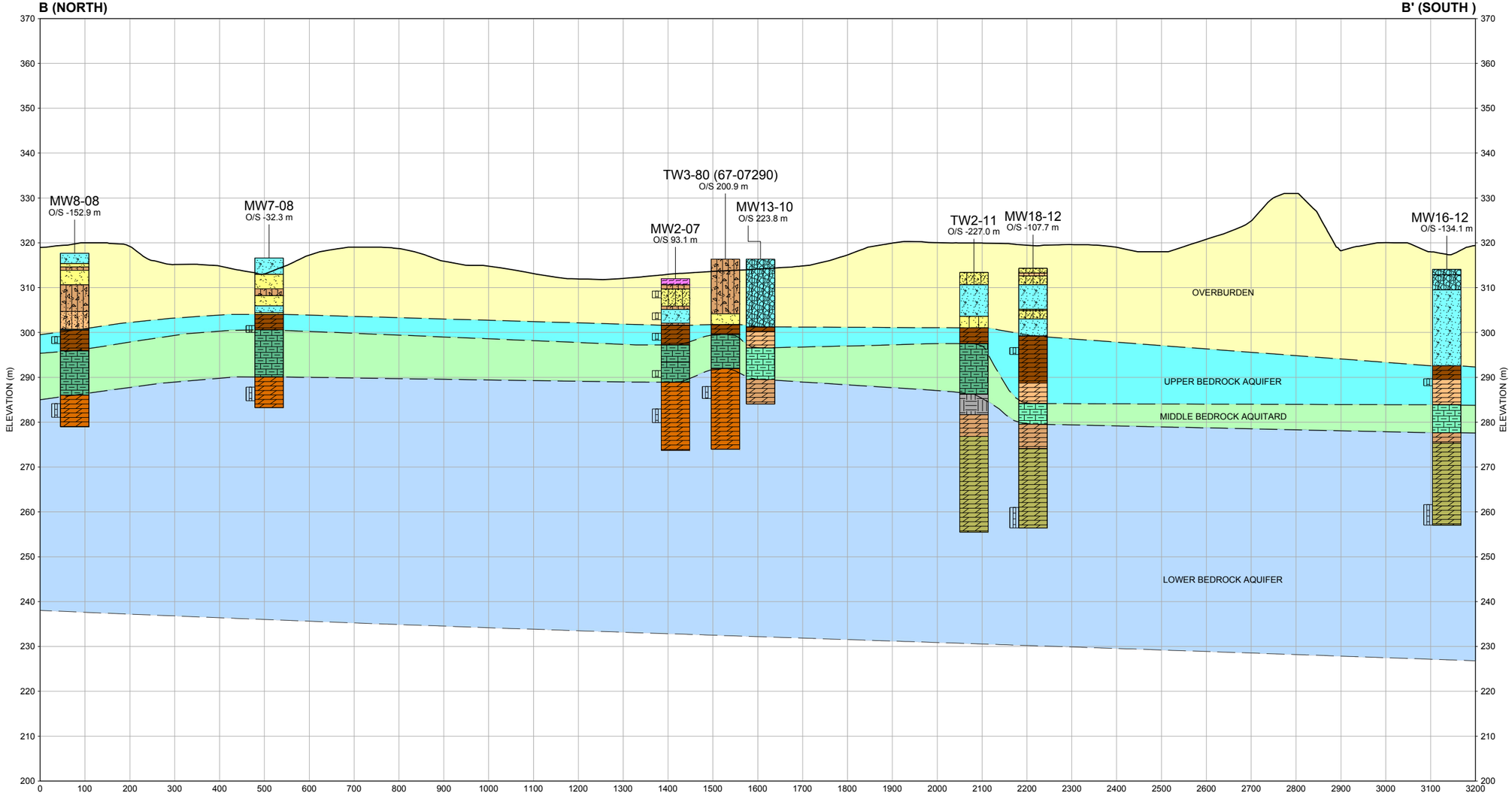
B (NORTH)

B' (SOUTH)



LEGEND

OVERBURDEN

- SAND
- SILTY SAND
- SILTY SAND TILL
- SANDY SILT
- SANDY SILT TILL
- SILT
- SILT TILL
- TOPSOIL
- SAND AND GRAVEL
- GRAVEL AND SILT

BEDROCK (OLD)

- GUELPH
- ERAMOSA
- AMABEL
- BEDROCK

BEDROCK (NEW)

- GUELPH
- REFORMATORY QUARRY
- VINEMOUNT
- GOAT ISLAND
- GASPORT
- IRONDEQUOIT
- ROCKWAY
- MERRITTON
- CABOT HEAD

0 25 50
1:1,000 VERTICAL METRES

0 250 500
1:10,000 HORIZONTAL METRES

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
CROSS SECTION B - B'

CONSULTANT
wsp

YYYY-MM-DD	2025-03-04
DESIGNED	
PREPARED	DD
REVIEWED	GP
APPROVED	GP

PROJECT NO. CA0049769.2148 TASK (1000) REV. A FIGURE 2.5

IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI B

25 mm

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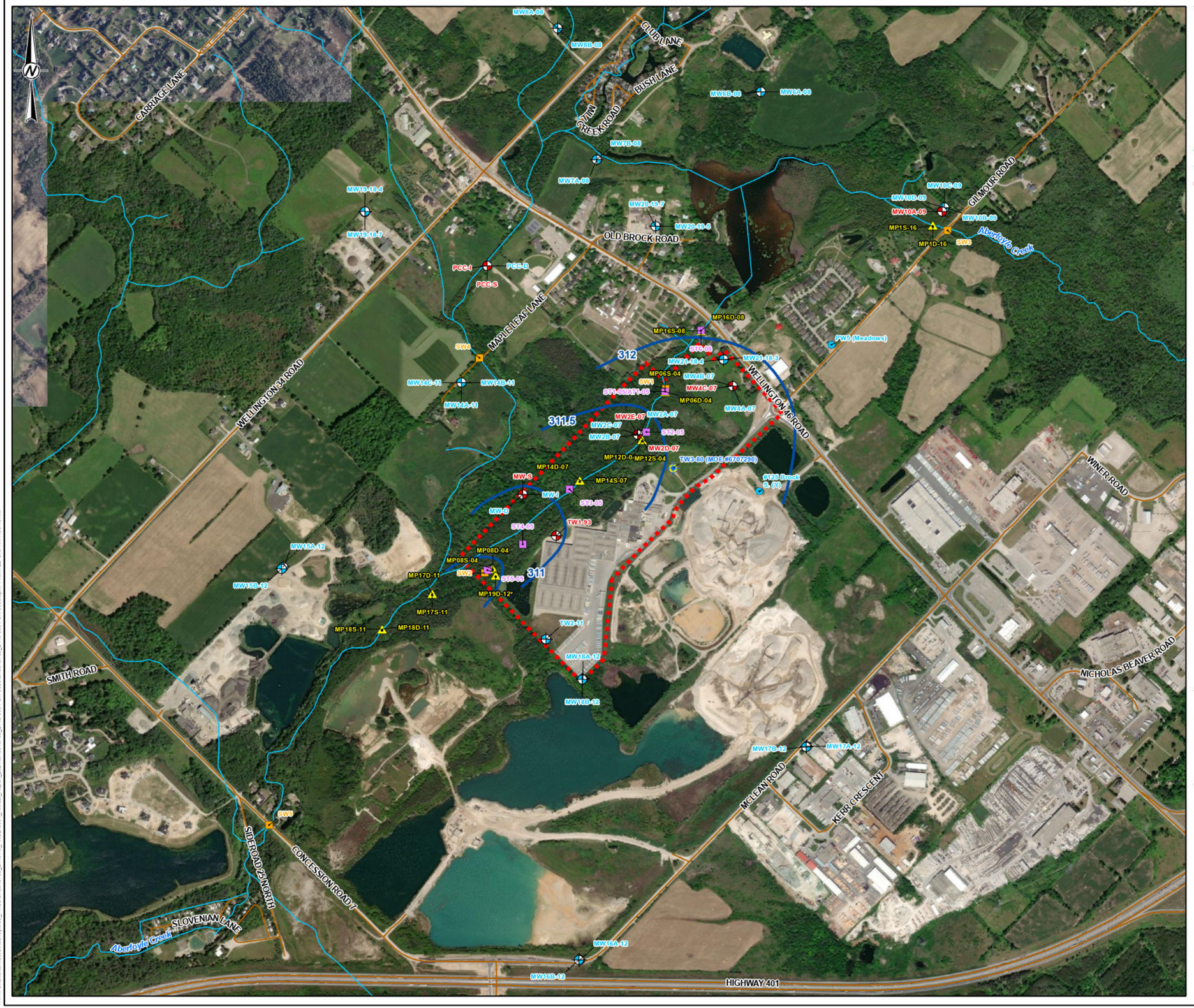

LEGEND

- PRODUCTION WELL
- MONITORING WELL (BEDROCK)
- MONITORING WELL (OVERBURDEN)
- PRIVATE WELL (BEDROCK)
- PIEZOMETER
- SURFACE WATER STATION
- SURFACE WATER TEMPERATURE STATION
- WATER LEVEL ELEVATION CONTOUR (OCT. 12, 2010)
- WATERCOURSE
- PROPERTY BOUNDARY

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
OVERBURDEN AND SURFACE WATER ELEVATIONS (NON-PUMPING CONDITION OCTOBER 2010)

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	2.6

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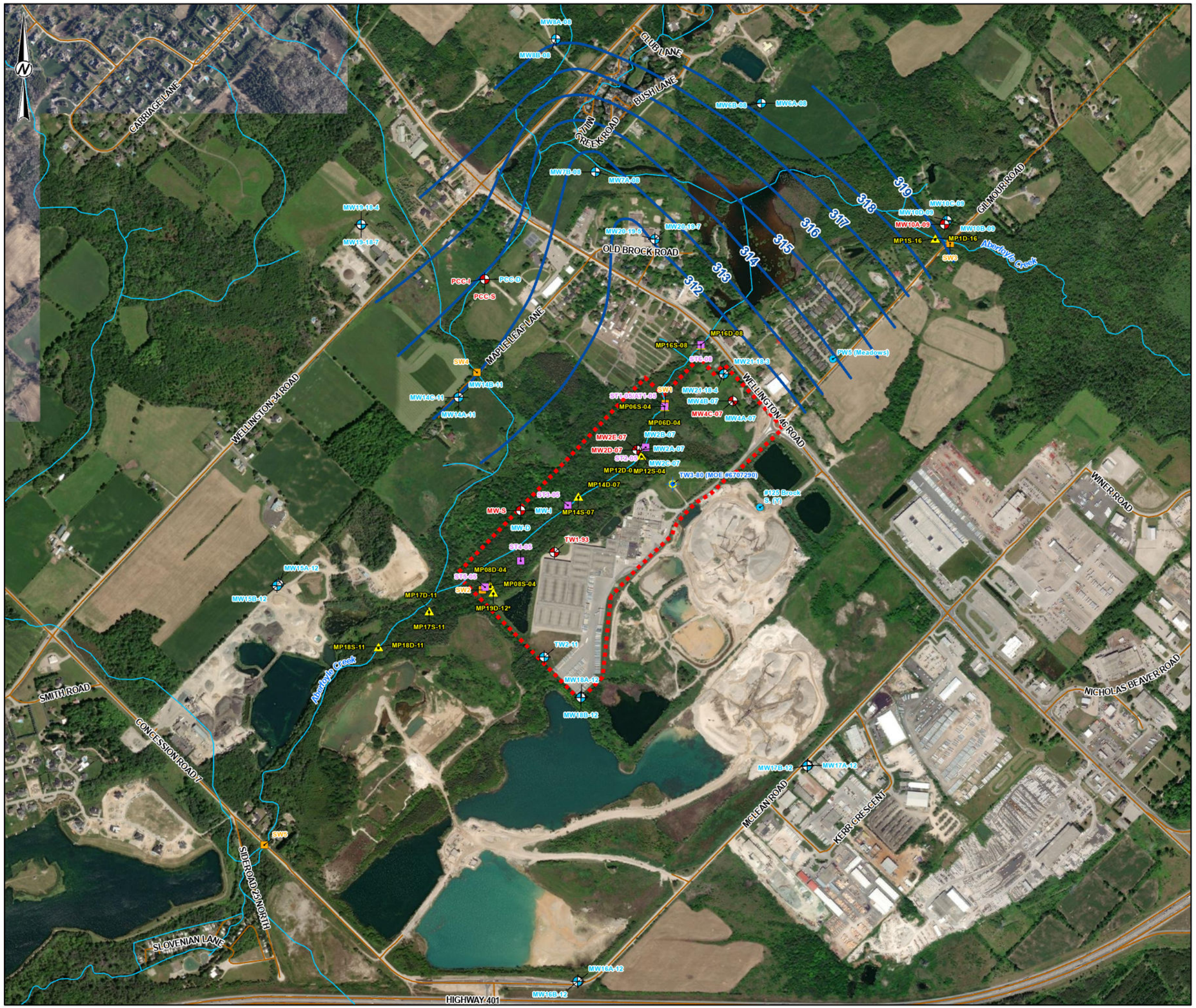

LEGEND

- MONITORING WELL (BEDROCK)
- MONITORING WELL (OVERBURDEN)
- PRODUCTION WELL
- PRIVATE WELL (BEDROCK)
- PIEZOMETER
- SURFACE WATER STATION
- SURFACE WATER TEMPERATURE STATION
- WATER LEVEL ELEVATION CONTOUR (OCT. 12, 2010)
- WATERCOURSE
- PROPERTY BOUNDARY

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
POTENTIOMETRIC SURFACE OF UPPER BEDROCK AQUIFER (NON-PUMPING CONDITION OCTOBER 2010)

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	2.7

IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI B

25mm

0

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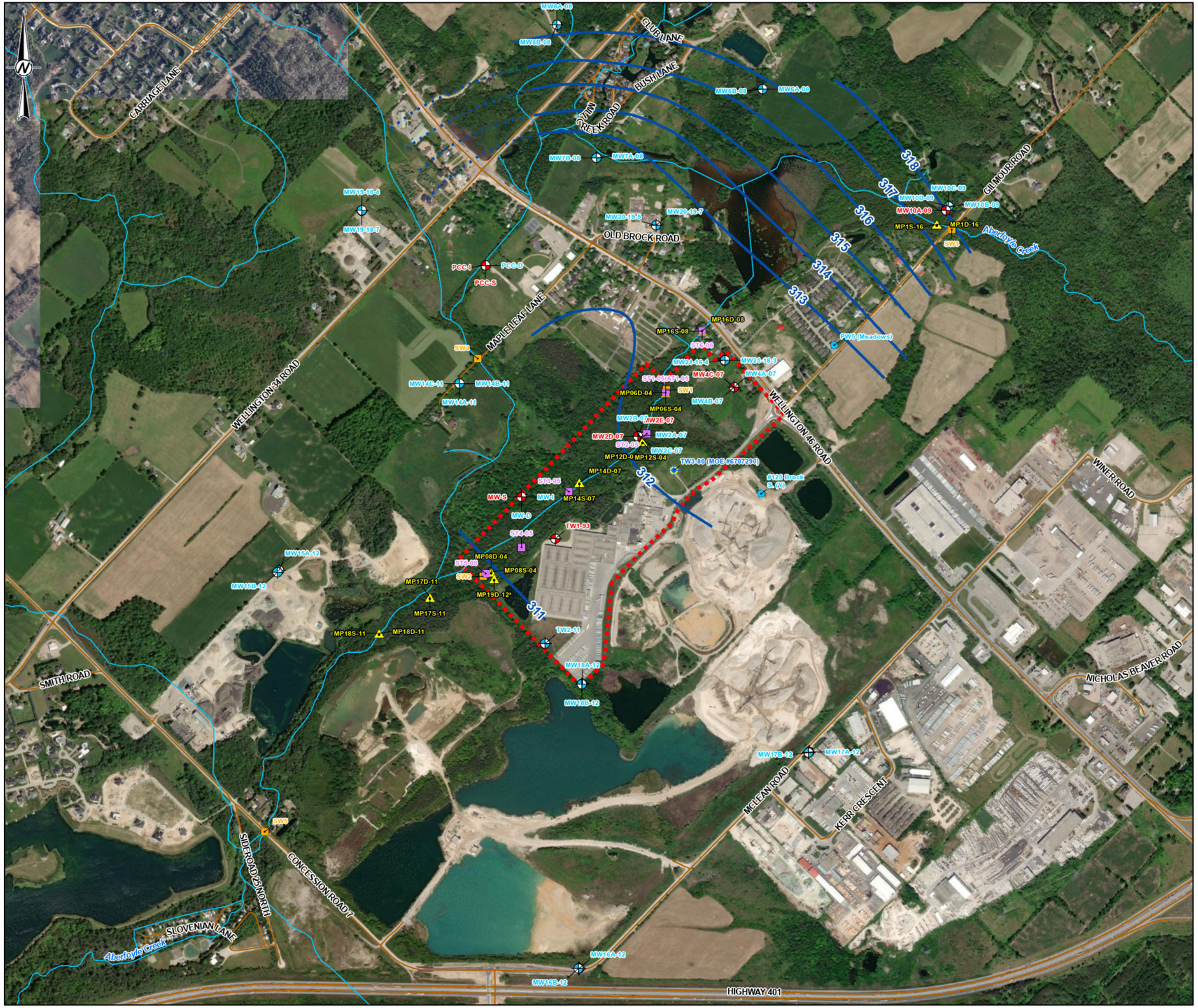

LEGEND

- PRODUCTION WELL
- MONITORING WELL (BEDROCK)
- MONITORING WELL (OVERBURDEN)
- PRIVATE WELL (BEDROCK)
- PIEZOMETER
- SURFACE WATER STATION
- SURFACE WATER TEMPERATURE STATION
- WATER LEVEL ELEVATION CONTOUR (OCT. 12, 2010)
- WATERCOURSE
- PROPERTY BOUNDARY

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
POTENTIOMETRIC SURFACE OF LOWER BEDROCK AQUIFER (NON-PUMPING CONDITION OCTOBER 2010)

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	2.8

IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI B

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LEGEND

- PRODUCTION WELL
- MONITORING WELL (BEDROCK)
- PRIVATE WELL (BEDROCK)
- WATERCOURSE
- PROPERTY BOUNDARY

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
2024 BEDROCK MONITORING LOCATION

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	3.1

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25mm
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LEGEND

- PRODUCTION WELL
- MONITORING WELL (OVERBURDEN)
- WATERCOURSE
- PROPERTY BOUNDARY

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
2024 OVERBURDEN MONITORING LOCATIONS

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	3.2

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25mm
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LEGEND

- PRODUCTION WELL
- PIEZOMETER
- SURFACE WATER STATION
- SURFACE WATER TEMPERATURE STATION
- WATERCOURSE
- PROPERTY BOUNDARY

0 125 250 500

1:12,500 METRES

NOTE(S)
1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)
1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
2024 SURFACE WATER MONITORING LOCATIONS

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	3.3

IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI B

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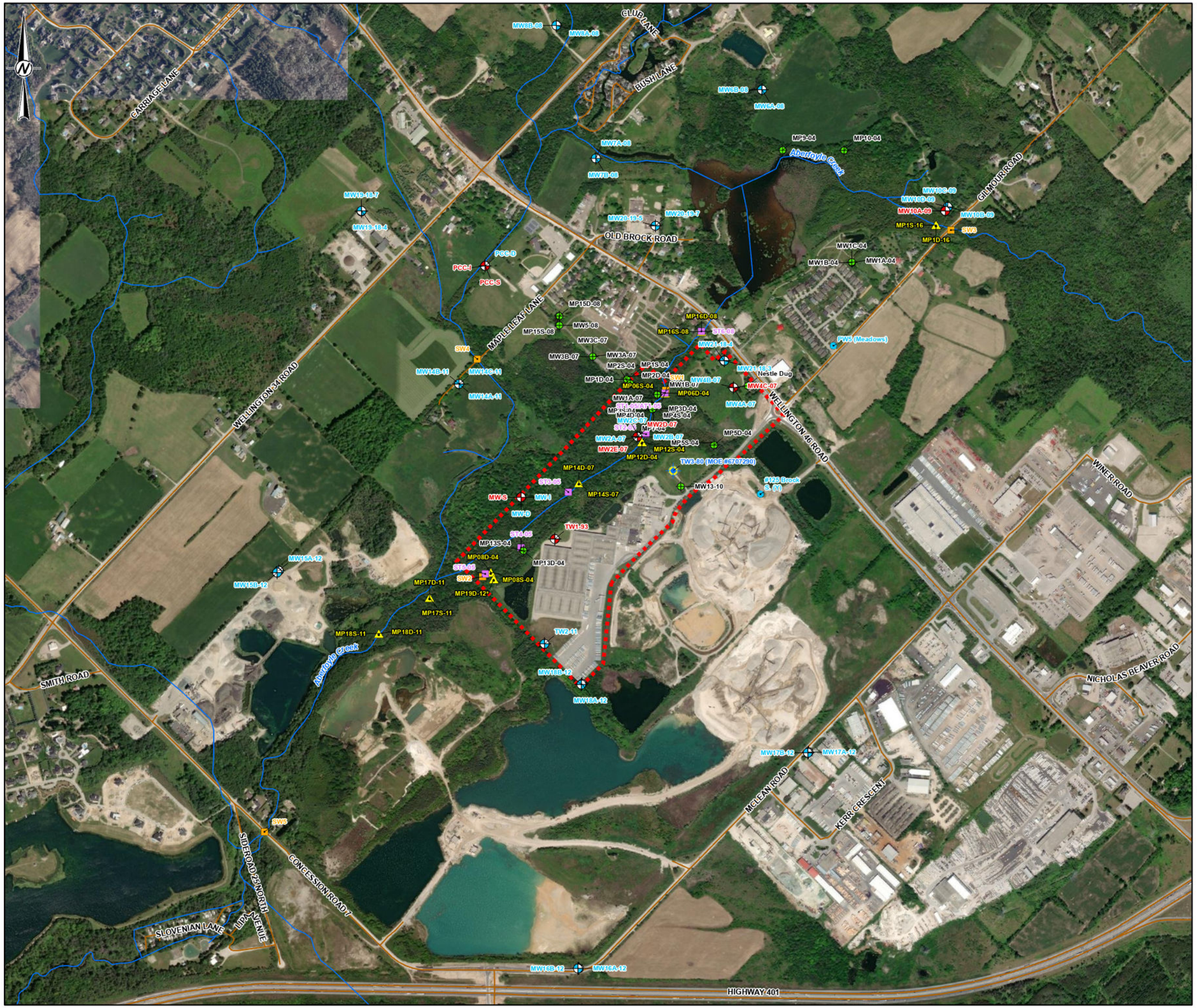

LEGEND

- PRODUCTION WELL
- MONITORING WELL (BEDROCK)
- MONITORING WELL (OVERBURDEN)
- PRIVATE WELL (BEDROCK)
- PIEZOMETER
- SURFACE WATER STATION
- SURFACE WATER TEMPERATURE STATION
- DECOMMISSIONED
- WATERCOURSE
- PROPERTY BOUNDARY

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
WELL LOCATIONS

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	3.4

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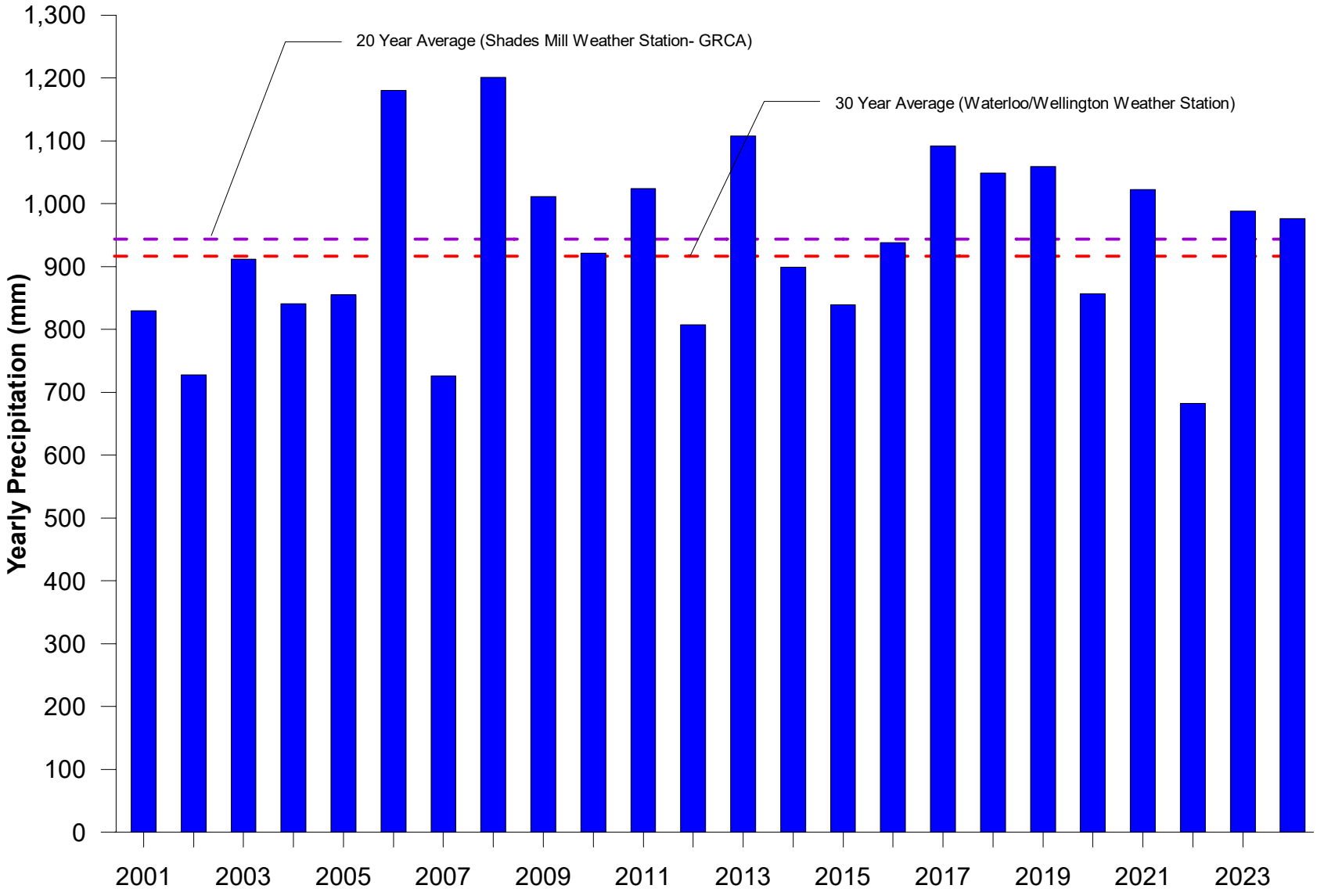
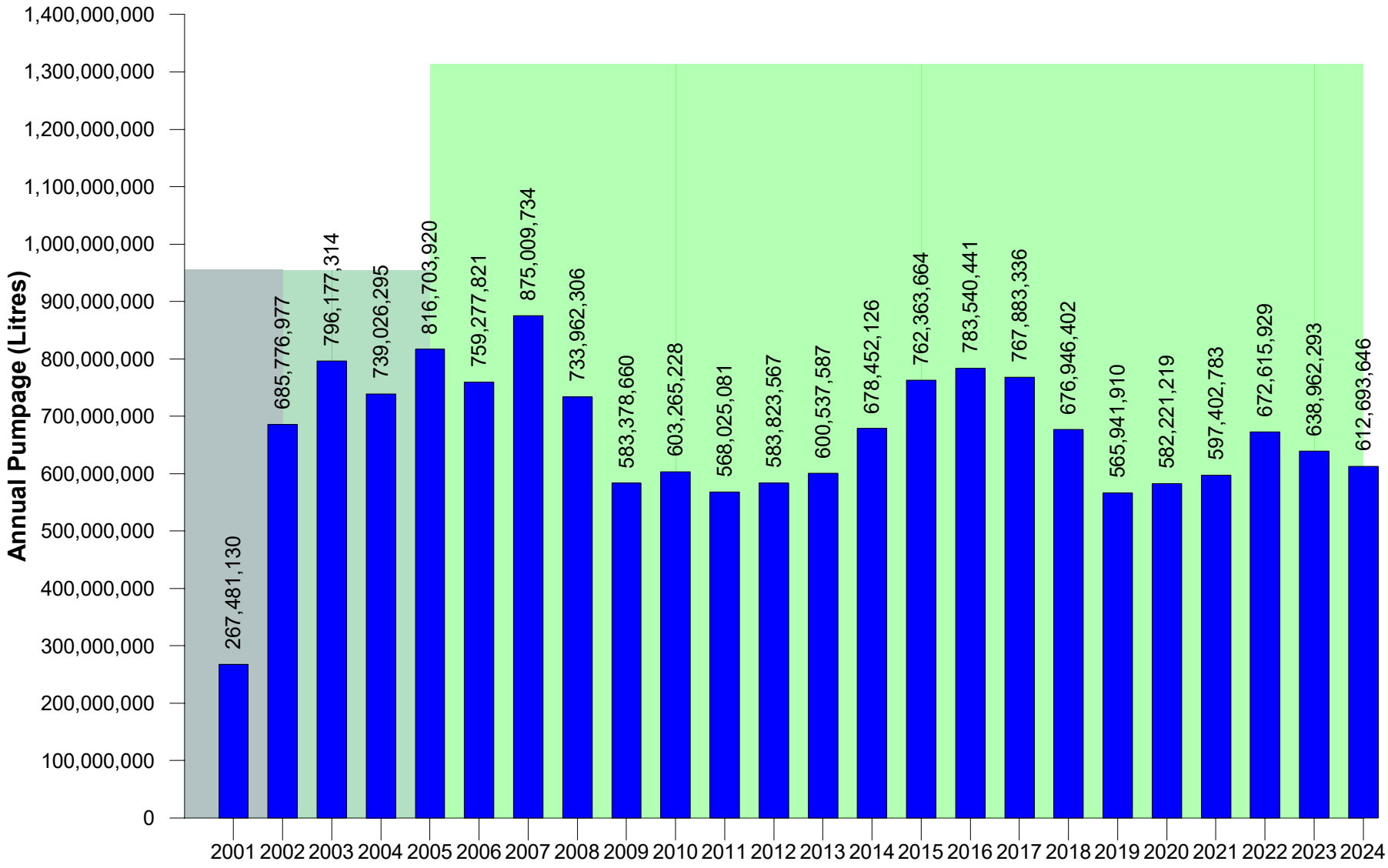


PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Guelph, Ontario

TITLE
HISTORICAL YEARLY PRECIPITATION (2001 TO 2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	SK
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	3.5

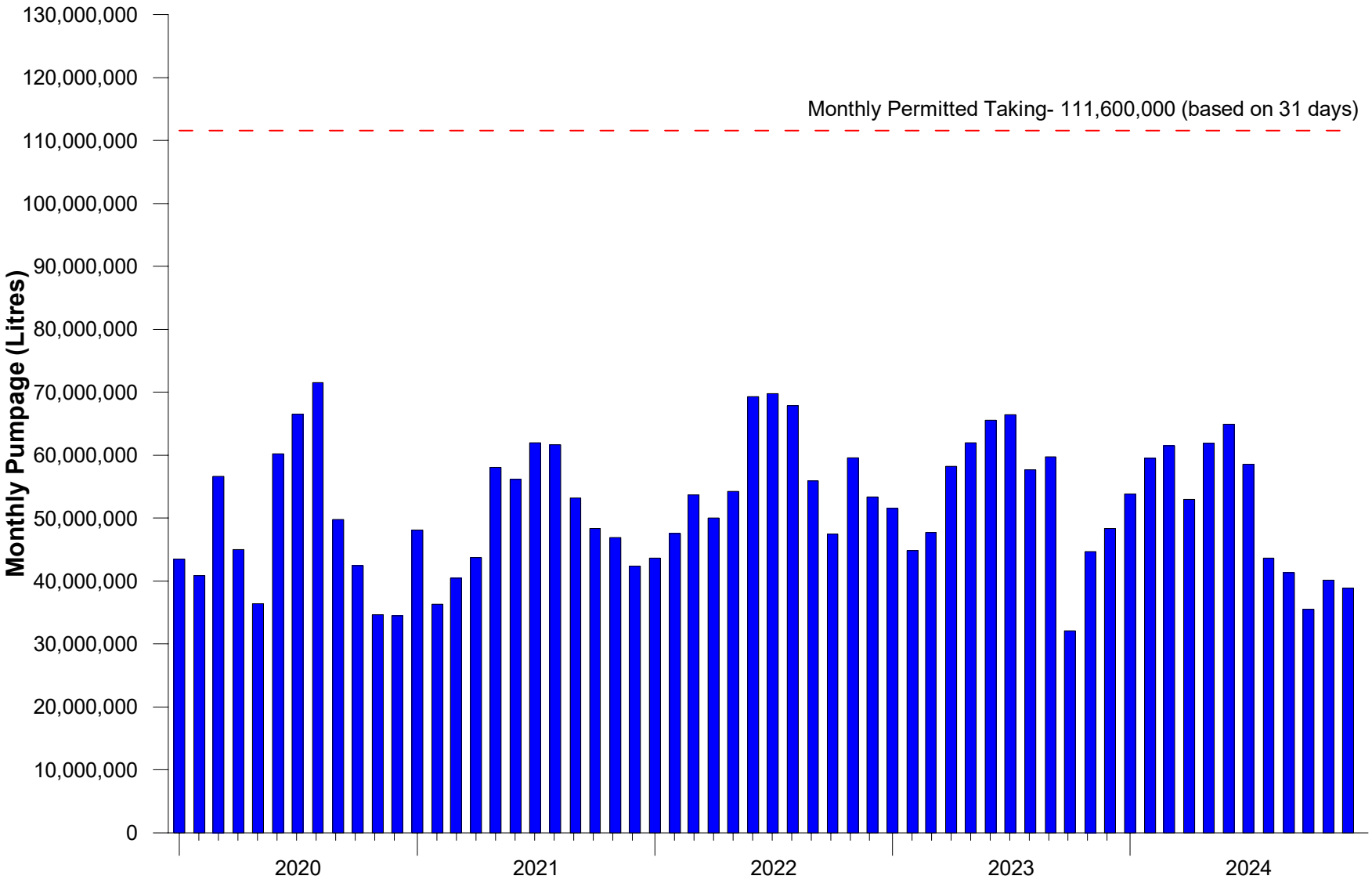


PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Guelph, Ontario

TITLE
TW3-80 ANNUAL WATER TAKING (2001 TO 2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	4.1



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Guelph, Ontario

TITLE

TW3-80 MONTHLY WATER TAKING (2020 TO 2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	4.2



LEGEND

- PRODUCTION WELL
- MONITORING WELL (BEDROCK)
- PRIVATE WELL (BEDROCK)
- WATERCOURSE
- WATER ELEVATION CONTOURS (MASL)
- PROPERTY BOUNDARY
- 309.83 WATER LEVEL ELEVATION (JUNE 22, 2024)

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDERLICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
POTENTIOMETRIC SURFACE OF LOWER BEDROCK AQUIFER (JUNE, 2024)

CONSULTANT

wsp

YYYY-MM-DD	2025-0317
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	4.3

IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI B

25mm

0

PATH: S:\Clients\Nestle\Aberfoyle\99_PRO\CA0049769_2148-00_PRO\0001_Annual_Report_2024\CA0049769_2148-0001-CH-0000\CA0049769_2148-0001-CH-0000.aprx, PRINTED ON: AT 2:57:29 PM



LEGEND

- PRODUCTION WELL
- MONITORING WELL (BEDROCK)
- PRIVATE WELL (BEDROCK)
- WATERCOURSE
- WATER ELEVATION CONTOURS (MASL)
- PROPERTY BOUNDARY
- 309.83 WATER LEVEL ELEVATION (JUNE 22, 2024)

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
POTENTIOMETRIC SURFACE OF UPPER BEDROCK AQUIFER (JUNE 2024)

CONSULTANT

wsp

YYYY-MM-DD	2025-03-14
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	4.4

IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI B

25mm

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LEGEND

- PRODUCTION WELL
- MONITORING WELL (OVERBURDEN)
- WATERCOURSE
- WATER ELEVATION CONTOURS (MASL)
- PROPERTY BOUNDARY
- 312.00 WATER LEVEL ELEVATION (JUNE 22, 2024)

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
POTENTIOMETRIC SURFACE OF OVERBURDEN (JUNE 2024)

CONSULTANT

wsp

YYYY-MM-DD	2025-03-14
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	4.5

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25mm

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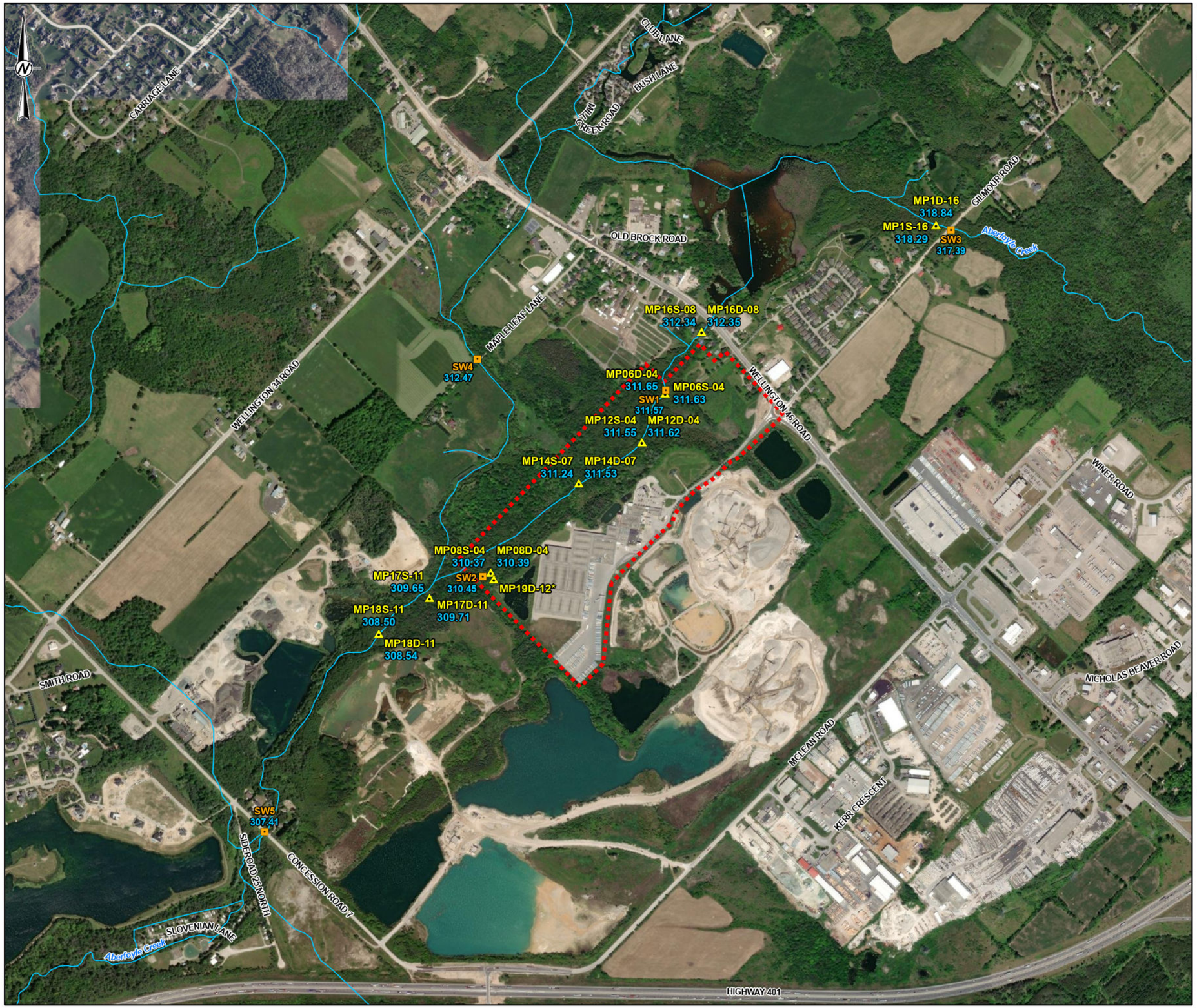


LEGEND

- PIEZOMETER
- SURFACE WATER STATION
- WATERCOURSE
- PROPERTY BOUNDARY
- 312.00 WATER LEVEL ELEVATION (JUNE 22, 2024)

0 125 250 500

1:12,500 METRES

NOTE(S)

1. ALL LOCATIONS ARE APPROXIMATE
2. SW3, SW4 AND SW5 WERE MEASURED ON JUNE 20, 2024

REFERENCE(S)

1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO
2. WATERCOURSES PRODUCED USING INFORMATION UNDER LICENSE WITH THE GRAND RIVER CONSERVATION AUTHORITY (C) GRAND RIVER CONSERVATION AUTHORITY, 2014
3. PROPERTY BOUNDARY OBTAINED FROM CRA, NOVEMBER 2014TOWN OF OAKVILLE, MAXAR
4. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
WHITE WOLF PROPERTY MANAGEMENT

PROJECT
2024 ANNUAL REPORT

TITLE
SURFACE WATER ELEVATIONS (JUNE 2024)

CONSULTANT

wsp

YYYY-MM-DD	2025-03-17
DESIGNED	JM
PREPARED	JM
REVIEWED	GRP
APPROVED	GRP

PROJECT NO.	CONTROL	REV.	FIGURE
CA0049769.2148	0001	0	4.6

PATH: S:\Clients\Nestle\Aberdoyle 99_PROJ\CA0049769_2148-40_PROD\0001_Annual_Report_2024\CA0049769_2148-0001-CH-0000\CA0049769_2148-0001-CH-0000.aprx, PRINTED ON: AT: 12:12:33 PM
IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI B
25mm
0

APPENDIX A

Permit to Take Water Number 3133-C5BUH9

Ministry of the Environment, Conservation and Parks
Environmental Assessment and Permissions Division
Brownfields and Permit to Take Water
Permit To Take Water Unit
Floor 1, 135 St Clair Ave W
Toronto, ON
M4V 1P5
Tel: (289) 830-5867

Ministère de l'Environnement, de la Protection de la nature et des Parcs
Division des évaluations et des permissions environnementales
Réaménagement des friches contaminées et réglementation des prélèvements d'eau
Unité de la réglementation des prélèvements d'eau
1er étage, 135 av St. Clair O
Toronto, ON
M4V 1P5
Tél:(289) 830-5867

November 15, 2021

Triton Water Canada Holdings, Inc.
101 Brock Rd S
Puslinch, Ontario, N0B 2J0
Canada

Dear Andreanne Simard:

RE: Permit To Take Water No. 3133-C5BUH9
101 Brock Rd S, Puslinch, County of Wellington
Reference Number 3572-A8XGCE

Please find attached a Permit to Take Water which authorizes the withdrawal of water in accordance with the application for this Permit to Take Water, dated April 1, 2016 and signed by Andreanne Simard.

This Permit expires on November 15, 2026. Authorized rates and amounts are indicated on Table A. This Permit cancels and replaces Permit Number 1381-95ATPY, issued on December 19, 2013

Section 9(3) of Ontario Regulation 387/04 (Water Taking and Transfer) requires all holders of a permit to report daily water taking amounts annually, in a manner and form approved by the Director (https://www.lrcsde.lrc.gov.on.ca/wtrs/). For the purpose of s. 9(3), such reports shall be submitted electronically to the Water Taking Reporting System (WTRS) electronic database or via hard copy, as described in the Technical Bulletin entitled "Permit to Take Water Program Monitoring and Reporting of Water Takings", dated November 2010, PIBs 6003e (https://archive.org/details/std01079790.ome/mode/2up).

If you have questions about reporting requirements, please call the WTRS Help Desk at 416-235-6322 (toll free: 1-877-344-2011) or by email, WTRSHelpdesk@ontario.ca. It is preferred that you submit your data directly and electronically to the WTRS. Where this is impracticable, please contact the WTRS Help Desk to arrange for written submission of your data.

Condition 1.4 specifically indicates that this Permit is not transferable to another party. Any queries regarding a change in owner/operator should be made to the Permit to Take Water Evaluator at the above address.

Take notice that in issuing this Permit, terms and conditions pertaining to the taking of water and to the results of the taking have been imposed. The terms and conditions have been designed to allow for the development of water resources, while providing reasonable protection to existing water uses and users.

Yours truly,



Gregory Meek
Supervisor (Acting), Permit To Take Water
Director, Section 34.1, Ontario Water Resources Act, R.S.O. 1990
Environmental Permissions Branch

File Storage Number: -

PERMIT TO TAKE WATER
Ground Water
NUMBER 3133-C5BUH9

Pursuant to Section 34.1 of the Ontario Water Resources Act, R.S.O. 1990 this Permit To Take Water is hereby issued to:

Triton Water Canada Holdings, Inc.
101 Brock Rd S
Puslinch, Ontario
N0B 2J0

For the water taking from: One Drilled Well (TW3-80)

Located at: 101 Brock Rd S
Puslinch, County of Wellington

For the purposes of this Permit, and the terms and conditions specified below, the following definitions apply:

DEFINITIONS

(a) "Director" means any person appointed in writing as a Director pursuant to section 5 of the OWRA for the purposes of section 34.1, OWRA.

(b) "Provincial Officer" means any person designated in writing by the Minister as a Provincial Officer pursuant to section 5 of the OWRA.

(c) "Ministry" means Ontario Ministry of the Environment, Conservation and Parks.

(d) "District Office" means the Guelph District Office.

(e) "Permit" means this Permit to Take Water No. 3133-C5BUH9 including its Schedules, if any, issued in accordance with Section 34.1 of the OWRA.

(f) "Permit Holder" means Triton Water Canada Holdings, Inc..

(g) "OWRA " means the *Ontario Water Resources Act,* R.S.O. 1990, c. O. 40, as amended.

You are hereby notified that this Permit is issued subject to the terms and conditions outlined below:

TERMS AND CONDITIONS

1. Compliance with Permit

1.1 Except where modified by this Permit, the water taking shall be in accordance with the application for this Permit To Take Water, dated April 1, 2016 and signed by Andreanne Simard , and all Schedules included in this Permit.

1.2 The Permit Holder shall ensure that any person authorized by the Permit Holder to take water under this Permit is provided with a copy of this Permit and shall take all reasonable measures to ensure that any such person complies with the conditions of this Permit.

1.3 Any person authorized by the Permit Holder to take water under this Permit shall comply with the conditions of this Permit.

1.4 This Permit is not transferable to another person.

1.5 This Permit provides the Permit Holder with permission to take water in accordance with the conditions of this Permit, up to the date of the expiry of this Permit. This Permit does not constitute a legal right, vested or otherwise, to a water allocation, and the issuance of this Permit does not guarantee that, upon its expiry, it will be renewed.

1.6 The Permit Holder shall keep this Permit available at all times at or near the site of the taking, and shall produce this Permit immediately for inspection by a Provincial Officer upon his or her request.

1.7 The Permit Holder shall report any changes of address to the Director within thirty days of any such change. The Permit Holder shall report any change of ownership of the property for which this Permit is issued within thirty days of any such change. A change in ownership in the property shall cause this Permit to be cancelled.

2. General Conditions and Interpretation

2.1 Inspections
The Permit Holder must forthwith, upon presentation of credentials, permit a Provincial Officer to carry out any and all inspections authorized by the OWRA, the *Environmental Protection Act* , R.S.O. 1990, the *Pesticides Act* , R.S.O. 1990, or the *Safe Drinking Water Act,* S. O. 2002.

2.2 Other Approvals
The issuance of, and compliance with this Permit, does not:

(a) relieve the Permit Holder or any other person from any obligation to comply with any other applicable legal requirements, including the provisions of the *Ontario Water Resources Act* , and

the *Environmental Protection Act* , and any regulations made thereunder; or

(b) limit in any way any authority of the Ministry, a Director, or a Provincial Officer, including the authority to require certain steps be taken or to require the Permit Holder to furnish any further information related to this Permit.

2.3 Information

The receipt of any information by the Ministry, the failure of the Ministry to take any action or require any person to take any action in relation to the information, or the failure of a Provincial Officer to prosecute any person in relation to the information, shall not be construed as:

(a) an approval, waiver or justification by the Ministry of any act or omission of any person that contravenes this Permit or other legal requirement; or

(b) acceptance by the Ministry of the information's completeness or accuracy.

2.4 Rights of Action

The issuance of, and compliance with this Permit shall not be construed as precluding or limiting any legal claims or rights of action that any person, including the Crown in right of Ontario or any agency thereof, has or may have against the Permit Holder, its officers, employees, agents, and contractors.

2.5 Severability

The requirements of this Permit are severable. If any requirements of this Permit, or the application of any requirements of this Permit to any circumstance, is held invalid or unenforceable, the application of such requirements to other circumstances and the remainder of this Permit shall not be affected thereby.

2.6 Conflicts

Where there is a conflict between a provision of any submitted document referred to in this Permit, including its Schedules, and the conditions of this Permit, the conditions in this Permit shall take precedence.

3. Water Takings Authorized by This Permit

3.1 **Expiry**

This Permit expires on **November 15, 2026**. No water shall be taken under authority of this Permit after the expiry date.

3.2 Amounts of Taking Permitted

The Permit Holder shall only take water from the source, during the periods and at the rates and amounts of taking specified in Table A. Water takings are authorized only for the purposes specified in Table A.

Table A

	Source Name / Description:	Source: Type:	Taking Specific Purpose:	Taking Major Category:	Max. Taken per Minute (litres):	Max. Num. of Hrs Taken per Day:	Max. Taken per Day (litres):	Max. Num. of Days Taken per Year:	Zone/ Easting/ Northing:
1	TW3-80	Well Drilled	Bottled Water	Commercial	2,500	24	3,600,000	365	17 569053 4812797
						Total Taking:	3,600,000		

3.3 It is the responsibility of the Permit Holder to keep advised of any Low Water Advisory within the jurisdiction of the Grand River Conservation Authority. For the purpose of this condition, Low Water Advisory means a Level 1, Level 2, or Level 3 low water condition as defined by the Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNRF) in their Low Water Response Program, as may be amended from time to time by the MNDMNRF.

When a Low Water Advisory exists within the Grand River Conservation Authority watershed, the Permit Holder shall undertake measures outlined in the Low Water Response Plan, as described in **Item 6** of **Schedule A**.

4. Monitoring

4.1 Under section 9 of O. Reg. 387/04, and as authorized by subsection 34(6) of the *Ontario Water Resources Act* , the Permit Holder shall, on each day water is taken under the authorization of this Permit, record the date, the volume of water taken on that date and the rate at which it was taken. The daily volume of water taken shall be measured by a flow meter or calculated in accordance with the method described in the application for this Permit, or as otherwise accepted by the Director. The Permit Holder shall keep all records required by this condition current and available at or near the site of the taking and shall produce the records immediately for inspection by a Provincial Officer upon his or her request. The Permit Holder, unless otherwise required by the Director, shall submit, on or before March 31st in every year, the records required by this condition to the ministry's Water Taking Reporting System.

4.2 The Permit Holder shall establish the following groundwater monitoring program for the duration of the Permit:

Bedrock Wells

(i) Continuous monitoring of groundwater levels in the following bedrock and overburden monitoring wells:

Upper Bedrock

- MW2C-07
- MW4B-07

- MW-D
- PCC-D
- MW6B-08
- MW7B-08
- MW8B-08
- MW10B-09
- MW14B-11
- MW14C-11
- MW15B-12
- MW16B-12
- MW17B-12
- MW18B-12
- MW19-18-7
- MW20-19-7
- MW21-18-4
- Private well "Y" MOE WWR #67-09669 (continuous monitoring is subject to owner's concurrence)
- MW-I

Lower bedrock

- TW3-80 (67-07290)
- TW2-11
- MW2A-07
- MW2B-07
- MW4A-07
- MW6A-07
- MW7A-08
- MW8A-08
- MW10C-09
- MW-10D-09
- MW14A-11
- MW15A-12
- MW16A-12
- MW17A-12
- MW18A-12
- MW19-18-4
- MW20-19-5
- MW21-18-3
- PW5 (continuous monitoring is subject to owner's concurrence)

Overburden Wells

- TW1-93
- MW-S
- PCC-S
- PCC-I

- MW2D-07
- MW2E-07
- MW4C-07
- MW10A-09

4.3 The Permit Holder shall establish the following surface water monitoring program for the duration of the Permit:

Surface Water Levels

(i) Continuous monitoring of water levels at the following locations:

- SW1
- SW2

(ii) Monthly monitoring of water levels at the following locations:

- SW3
- SW4
- SW5

Stream Flow

(iii) Monthly monitoring of flow, encompassing a range of flow conditions, and the development of a stage-discharge curve at the following surface water locations:

- SW1
- SW2

Multi-level Piezometers

(iv) Continuous monitoring of multi-level piezometers at the following locations:

- MP16S/D-08
- MP6S-08/D -04
- MP12S/D-04
- MP14S/D-07
- MP8S/D-04
- MP1-16S/D
- MP17S/D-11
- MP18S/D-11

Temperature

(v) Continuous monitoring of temperature at the sediment-water interface at the following locations:

- ST6-08
- ST1-05/AT-01
- ST2-05
- ST3-05
- ST4-05
- ST5-05

4.4 The Permit Holder shall undertake wetland monitoring and redd surveys as recommended in "2010 Biological Monitoring Program Final Report" by C. Portt and Associates dated January 28, 2011. Results from the wetland and redd surveys shall be submitted to the Director as a part of the annual monitoring report required under Condition 4.7.

4.5 Continuous monitoring shall be datalogged at 60 minute intervals and downloaded quarterly, however, the daily minimum water levels can be used to evaluate the water level variation with respect to pumping to improve the data handling and presentation.

Where monthly monitoring data is datalogged, this data shall also be downloaded on a quarterly basis.

4.6 The Permit Holder shall identify to the Director in writing, within 15 days of any monthly monitoring event, any monitoring locations identified in Conditions 4.2 and 4.3 which become permantly inaccessible and/or abandoned along with a recommendation for replacement monitoring locations. This shall exclude wells that become temporarily inaccessible, i.e., due to frozen conditions. Upon approval of the Director the monitoring program shall be appropriately modified.

4.7 The Permit Holder shall submit to the Director, an annual monitoring report which present and interprets the monitoring data to be collected under the Terms and Conditions of this Permit. This report shall be prepared, signed and stamped by a licensed professional geoscientist or a licensed professional engineer specializing in hydrogeology who shall take responsibility for its accuracy. Surface water impact assessment shall be conducted by a qualified surface water scientist who shall co-sign the report as responsibility for the accuracy of the surface water portion. The report shall be submitted to the Director by March 31 of each calendar year and include monitoring data for the 12 month period ending December 31 of the previous year.

4.8 The Permit Holder shall submit to the Director as part of the annual monitoring report, details of the bottling operations involved with water taking under this Permit to Take Water to indicate compliance with OWRA Section 34.3. These details shall include:

- Location and name of the facilities to which water is delivered in bulk containers greater than 20 L from this source,
- If the bulk water is containerized at the receiving location,
- The size of container(s) into which the water is transferred at the receiving location, and
- Total volume of the water transported in bulk in each calendar year to each remote facility.

4.9.1 Prior to December 31, 2021, the Permit Holder shall establish a publicly accessible internet Website, with no user, access or registration fees, and shall maintain the website for the duration of this permit. Following the establishment of the Website, the Permit Holder shall notify the Director in writing, of the Website URL address.

4.9.2 By December 31, 2021, the Permit Holder shall upload and make available for download the following information:

- all technical documentation submitted to support the Permit To Take Water application, items listed in Schedule A of this Permit;
- a plain language executive summary of the water taking activity; and,
- the well interference protocol.

4.9.3 By March 31 of each calendar year (until March 31, 2027) the Permit Holder shall upload and make available for download the following information to the Website:

- the monitoring report required by Condition 4.7 for the 12-month period ending December 31 of the previous year.
- The daily water taking records collected as required by Condition 4.1, uploaded in a suitable electronic format (e.g. Microsoft Excel) for the 12-month period ending December 31 of the previous year.

4.10 By September 30 of each calendar year (until September 30, 2027), the Permit Holder shall host an annual stakeholder meeting. The meeting will provide an opportunity for the Permit Holder to inform stakeholders of the Permit and the results of the annual monitoring report (for the 12-month period ending December 31 of the previous year), to receive submissions from stakeholders and the public, and to answer questions concerning the water taking.

The Permit Holder shall also directly notify the following stakeholders:

- The Director
- The City of Guelph
- The Grand River Conservation Authority
- Credit Valley Conservation Authority
- The Township of Puslinch
- The Six Nations of the Grand River
- The Mississaugas of the New Credit First Nation
- The Haudenosaunee Confederacy Chiefs Council (via the Haudenosaunee Development Institute)
- The Wellington Water Watchers
- Council of Canadians

The meeting may be held virtually and/or at suitable accessible and public venue within the County of Wellington.

A copy of the meeting invitations, agenda and minutes shall be submitted to the Director within 30 days of the meeting.

5. Impacts of the Water Taking

5.1 Notification

The Permit Holder shall immediately notify the local District Office of any complaint arising from the taking of water authorized under this Permit and shall report any action which has been taken or is proposed with regard to such complaint. The Permit Holder shall immediately notify the local District Office if the taking of water is observed to have any significant impact on the surrounding waters. After hours, calls shall be directed to the Ministry's Spills Action Centre at 1-800-268-6060.

5.2 For Groundwater Takings

If the taking of water is observed to cause any negative impact to other water supplies obtained from any adequate sources that were in use prior to initial issuance of a Permit for this water taking, the Permit Holder shall take such action necessary to make available to those affected, a supply of water equivalent in quantity and quality to their normal takings, or shall compensate such persons for their reasonable costs of so doing, or shall reduce the rate and amount of taking to prevent or alleviate the observed negative impact. Pending permanent restoration of the affected supplies, the Permit Holder shall provide, to those affected, temporary water supplies adequate to meet their normal requirements, or shall compensate such persons for their reasonable costs of doing so.

If permanent interference is caused by the water taking, the Permit Holder shall restore the water supplies of those permanently affected.

6. Director May Amend Permit

The Director may amend this Permit by letter requiring the Permit Holder to suspend or reduce the taking to an amount or threshold specified by the Director in the letter. The suspension or reduction in taking shall be effective immediately and may be revoked at any time upon notification by the Director. This condition does not affect your right to appeal the suspension or reduction in taking to the Environmental Review Tribunal under the *Ontario Water Resources Act* , Section 100 (4).

6.1 Subsection 4 (4) in the Water Taking and Transfer Regulation (Ontario Regulation 387/04) ("Regulation") sets out priorities of water use that the Director will take into account as a last resort to avoid or resolve conflict among water users in the event of a shortage of water resources in an area. The four priority of use categories set out in subsection 4 (2) of the regulation, are as follows:

- Priority 1 – Environment, drinking water, and Farm animal production;
- Priority 2 – Agricultural;
- Priority 3 – Industrial and commercial and other (including water bottling); and
- Priority 4 – Aesthetic

In the event of an urgent shortage of water resources in the Puslinch area, the Director may amend this Permit prioritize water takings in Priority categories 1 and 2.

The Director may also require the Permit Holder to investigate and resolve interferences that occur between existing water takings, working with the affected water users to identify potential solutions.

The reasons for the imposition of these terms and conditions are as follows:

1. Condition 1 is included to ensure that the conditions in this Permit are complied with and can be enforced.

2. Condition 2 is included to clarify the legal interpretation of aspects of this Permit.

3. Conditions 3 through 6 are included to protect the quality of the natural environment so as to safeguard the ecosystem and human health and foster efficient use and conservation of waters. These conditions allow for the beneficial use of waters while ensuring the fair sharing, conservation and sustainable use of the waters of Ontario. The conditions also specify the water takings that are authorized by this Permit and the scope of this Permit.

In accordance with Section 100 of the Ontario Water Resources Act, R.S.O. 1990, you may by written notice served upon me, the Environmental Review Tribunal and the Minister of the Environment, Conservation and Parks, within 15 days after receipt of this Notice, require a hearing by the Tribunal. The Minister of the Environment, Conservation and Parks will place notice of your appeal on the Environmental Registry. Section 101 of the Ontario Water Resources Act, as amended provides that the Notice requiring a hearing shall state:

1. The portions of the Permit or each term or condition in the Permit in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

In addition to these legal requirements, the Notice should also include:

a. The name of the appellant;
b. The address of the appellant;
c. The Permit to Take Water number;
d. The date of the Permit to Take Water;
e. The name of the Director;
f. The municipality within which the works are located;

This notice must be served upon:

The Secretary
Environmental Review Tribunal
655 Bay Street, 15th Floor
Toronto ON
M5G 1E5
Fax: (416) 326-5370
Email:
ERTTribunalsecretary@ontario.ca

AND

The Minister of the Environment,
Conservation and Parks
777 Bay Street, 5th Floor
Toronto, Ontario
M7J 2J3

AND

The Director, Section 34.1,
Ministry of the Environment,
Conservation and Parks
Floor 1, 135 St Clair Ave W
Toronto, ON
M4V 1P5

Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal:

by Telephone at	by Fax at	by e-mail at
(416) 212-6349	(416) 326-5370	www.ert.gov.on.ca
Toll Free 1(866) 448-2248	Toll Free 1(844) 213-3474	

This instrument is subject to Section 38 of the ***Environmental Bill of Rights*** *that allows residents of Ontario to seek leave to appeal the decision on this instrument. Residents of Ontario may seek to appeal for 15 days from the date this decision is placed on the Environmental Registry. By accessing the Environmental Registry, you can determine when the leave to appeal period ends.*

This Permit cancels and replaces Permit Number 1381-95ATPY, issued on 2013/12/19.

Dated at Toronto this 15th day of November, 2021.



Gregory Meek
Director, Section 34.1
Ontario Water Resources Act , R.S.O. 1990

Schedule A

This Schedule “A” forms part of Permit To Take Water 3133-C5BUH9, dated November 15, 2021.

1. Report titled “Nestle Waters Canada – Aberfoyle, Technical Study for Permit to Take Water Renewal Application”, signed by Greg Padusenko, M.Sc., P.Eng., P.Geo. and John Piesol, M.Sc., P.Eng. of Golder Associates Ltd., Christopher J. Neville, M.Sc., P.Eng. of S.S. Papadopulos & Associates, Inc. and Ken Ursic, M.Sc. of Beacon Environmental, dated June 2019.

2. Report titled “Nestle Waters of Canada Aberfoyle Site, 2020 Annual Monitoring Report”, signed by Greg Padusenko, M.Sc. P.Eng., P.Geo, and Kevin MacKenzie, P.Eng. and John Piersol, M.Sc. P.Geo. of Golder Associates Limited, dated March 2021.

3. Memo titled "Nestle Waters Canada Aberfoyle 2016 Annual Monitoring Report", prepared by Sarah Day, Surface Water Specialist, Technical Support Section, West Central Region, Ministry of the Environment and Climate Change, dated September 18, 2017.

4. Report titled "Examination of the Temperature Suitability of Aberfoyle Creek for Resident Fish: 2006 to 2020:, signed by Cam Portt and Jim Reid of C. Portt & Associates, dated February 2021.

5. Report titled "2020 Biological Monitoring Program, Nestle Waters Canada, Aberfoyle Property", signed by Anna Cunningham, B. Sc, and Ken Ursic, M. Sc. of Beacon Environmental Limited, dated February 2021. Project No. 216114.

6. Technical Memorandum "Low Water Response Plan For Aberfoyle TW3-80" prepared by Greg Padusenko and John Piersol of Golder Associates Ltd., dated October 19, 2021, Project No. 20449101 (1000).

APPENDIX B

TW3-80 Borehole Log

Attachment 2

Project Name: ABERFOYLE FISHERIES
Job No. 979-653
Client: CUSTOM AGGREGATE
Borehole Type: 12" Ø Cable Tool
Location: Pit No. 1, Aberfoyle

Borehole No. TW3-80
Date Completed April 14/80
Geologist/Engineer A.V.N.
Elevation 1040.90, top of casing

Profile: Depth (Elev.)	Profile: Stratigraphy	Profile: Description & Remarks	Sample: Number – Type – Blows/Foot	Penetration Test Blows/Foot (20 40 60 80)	Piezometer or Standpipe Installation
0 (1039)		(316.7 m amsl) Brown clayey-silt till containing some sand and small gravel			12" Ø steel casing to rock grouted to 20' from surface
40		(304.5 m amsl) fine - medium sand			
45		(303.0 m amsl) fine sand matrix w/sand and gravel			
48		(302.1 m amsl) Eramosa member of the Guelph formation * Black dolomite slightly crystalline solid			12" Ø Drive shoe seated into rock
80 (959)		(292.3 m amsl) Saw Wiarton formation of the Amabel Group light - medium grey dolomite slightly crystalline fractured water bearing zone			12" Ø Open hole in rock
139 (900)		(274.3 m amsl) N.B. Static level, 11.42 ft. below top of casing on April 15/80 ELEV. = 1029.48			

FIGURE 2.3

* Based on driller's log, Guelph Fm. interpreted to occur from El. 302.1 to 299.9 m amsl. Eramosa from 299.9 to 292.3 m amsl.

Conestoga - Rovers & Associates

Tw #3/Gu

Ministry of the Environment
Ontario

The Ontario Water Resources Act

WATER WELL RECORD

10/5

WDE # 67-07290

County or District	Township, Borough, City, Town, Village	Lot	Con.
Wellington	Puslinch	Con 7	23, 2

Owner (Surname First) — Address — Date Completed

Elliott, Mr. John — R.R. #3, Guelph, Ontario. — 11th day of Apr. A.D. 8

LOG OF OVERBURDEN AND BEDROCK MATERIALS (See Instructions)

General Colour	Most Common Material	Other Materials	General Description	Depth From	Depth To
Brown	Clay	Stones		0	20
Brown	" Sand	Gravels		20	47
M. Br.		Rock		47	55
D. Br.		Rock		55	75
Black		Rock		75	85
M. Br.		Rock		85	95
Grey & Br.		Rock		95	135
D. Grey		Rock		135	139
	Tw #3/Gu	Total Depth			139

12" shoe

WATER RECORD

Water Found at Depth	Kind of Water
55	
93	
139	

CASING & OPEN HOLE RECORD

Inside Diameter	Material	Weight	Depth Set From	Depth Set To
12"		.250	0	48
12			48	139

PLUGGING & SEALING RECORD

1#2	48	Cement
1#1	1#2	Sand-Bentonite Cement
1#2	139	Bentonite Cement

PUMPING TEST

Water Level Before Test: 12'0" — Pumping Rate: 24 GPM

Static Level	Pumping Level(s) / Duration of Pumping	Recommended Pump Depth	Recommended Pump Rate
11' 6"	50' — 11'6"		

Recovery — Water Level at End of Test: 12'0" — Time: 1 hr.

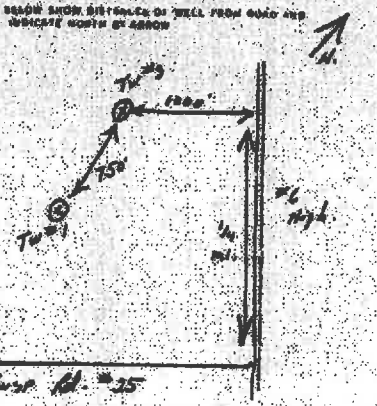
FINAL STATUS OF WELL

WATER USE

METHOD OF DRILLING

LOCATION OF WELL

In Unshaded Space Show Distance of Well from Road and Lot Line. Indicate North by Arrow.



CONTRACTOR

Graham Well Drilling Ltd. — 2936

Guelph, Ont.

J. Hawkins 22w

30 day of Apr. A.D. 8

CONTRACTOR'S COPY

OFFICE USE ONLY

APPENDIX C

TW3-80 Water Taking

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Jan-24	247,987	172	938,734	651.9
02-Jan-24	373,444	259	1,413,637	981.7
03-Jan-24	449,988	312	1,703,389	1182.9
04-Jan-24	435,551	302	1,648,737	1145.0
05-Jan-24	410,404	285	1,553,548	1078.9
06-Jan-24	546,251	379	2,067,783	1436.0
07-Jan-24	608,286	422	2,302,611	1599.0
08-Jan-24	387,023	269	1,465,039	1017.4
09-Jan-24	341,615	237	1,293,153	898.0
10-Jan-24	260,012	181	984,254	683.5
11-Jan-24	406,548	282	1,538,949	1068.7
12-Jan-24	468,465	325	1,773,332	1231.5
13-Jan-24	530,131	368	2,006,763	1393.6
14-Jan-24	610,074	424	2,309,381	1603.7
15-Jan-24	594,768	413	2,251,440	1563.5
16-Jan-24	466,939	324	1,767,555	1227.5
17-Jan-24	426,571	296	1,614,747	1121.4
18-Jan-24	484,010	336	1,832,176	1272.3
19-Jan-24	566,219	393	2,143,373	1488.5
20-Jan-24	503,068	349	1,904,320	1322.4
21-Jan-24	469,424	326	1,776,963	1234.0
22-Jan-24	438,818	305	1,661,107	1153.5
23-Jan-24	297,745	207	1,127,086	782.7
24-Jan-24	484,728	337	1,834,893	1274.2
25-Jan-24	564,416	392	2,136,547	1483.7
26-Jan-24	460,470	320	1,743,069	1210.5
27-Jan-24	481,834	335	1,823,937	1266.6
28-Jan-24	571,377	397	2,162,896	1502.0
29-Jan-24	476,334	331	1,803,121	1252.2
30-Jan-24	378,846	263	1,434,086	995.9
31-Jan-24	485,097	337	1,836,292	1275.2

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Feb-24	764,044	531	2,892,219	2008.5
02-Feb-24	568,629	395	2,152,493	1494.8
03-Feb-24	421,053	292	1,593,857	1106.8
04-Feb-24	502,498	349	1,902,160	1320.9
05-Feb-24	465,223	323	1,761,061	1223.0
06-Feb-24	575,864	400	2,179,880	1513.8
07-Feb-24	461,959	321	1,748,704	1214.4
08-Feb-24	492,735	342	1,865,203	1295.3
09-Feb-24	519,819	361	1,967,728	1366.5
10-Feb-24	628,762	437	2,380,123	1652.9
11-Feb-24	611,681	425	2,315,463	1608.0
12-Feb-24	674,126	468	2,551,843	1772.1
13-Feb-24	522,804	363	1,979,028	1374.3
14-Feb-24	530,549	368	2,008,347	1394.7
15-Feb-24	430,221	299	1,628,564	1130.9
16-Feb-24	459,507	319	1,739,421	1207.9
17-Feb-24	502,178	349	1,900,950	1320.1
18-Feb-24	513,010	356	1,941,952	1348.6
19-Feb-24	573,296	398	2,170,160	1507.1
20-Feb-24	485,435	337	1,837,570	1276.1
21-Feb-24	457,754	318	1,732,786	1203.3
22-Feb-24	475,372	330	1,799,476	1249.6
23-Feb-24	494,599	343	1,872,261	1300.2
24-Feb-24	558,647	388	2,114,708	1468.5
25-Feb-24	550,810	383	2,085,041	1447.9
26-Feb-24	535,941	372	2,028,757	1408.9
27-Feb-24	827,929	575	3,134,051	2176.4
28-Feb-24	562,996	391	2,131,172	1480.0
29-Feb-24	546,678	380	2,069,399	1437.1

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Mar-24	492,722	342	1,865,153	1295.2
02-Mar-24	390,414	271	1,477,879	1026.3
03-Mar-24	568,434	395	2,151,755	1494.3
04-Mar-24	459,947	319	1,741,089	1209.1
05-Mar-24	533,551	371	2,019,707	1402.6
06-Mar-24	856,515	595	3,242,259	2251.6
07-Mar-24	472,566	328	1,788,856	1242.3
08-Mar-24	521,460	362	1,973,940	1370.8
09-Mar-24	545,006	378	2,063,072	1432.7
10-Mar-24	499,233	347	1,889,800	1312.4
11-Mar-24	557,468	387	2,110,245	1465.4
12-Mar-24	424,953	295	1,608,622	1117.1
13-Mar-24	498,264	346	1,886,135	1309.8
14-Mar-24	800,060	556	3,028,556	2103.2
15-Mar-24	550,969	383	2,085,644	1448.4
16-Mar-24	633,740	440	2,398,967	1665.9
17-Mar-24	628,943	437	2,380,808	1653.3
18-Mar-24	558,661	388	2,114,761	1468.6
19-Mar-24	275,098	191	1,041,358	723.2
20-Mar-24	599,743	416	2,270,271	1576.6
21-Mar-24	556,622	387	2,107,041	1463.2
22-Mar-24	434,549	302	1,644,946	1142.3
23-Mar-24	407,148	283	1,541,222	1070.3
24-Mar-24	492,983	342	1,866,142	1295.9
25-Mar-24	418,269	290	1,583,319	1099.5
26-Mar-24	597,561	415	2,262,014	1570.8
27-Mar-24	471,010	327	1,782,964	1238.2
28-Mar-24	483,705	336	1,831,022	1271.5
29-Mar-24	489,979	340	1,854,771	1288.0
30-Mar-24	495,946	344	1,877,359	1303.7
31-Mar-24	528,209	367	1,999,488	1388.5

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Apr-24	540,008	375	2,044,152	1419.5
02-Apr-24	402,732	280	1,524,506	1058.7
03-Apr-24	506,663	352	1,917,926	1331.9
04-Apr-24	436,675	303	1,652,995	1147.9
05-Apr-24	419,292	291	1,587,192	1102.2
06-Apr-24	497,742	346	1,884,158	1308.4
07-Apr-24	482,436	335	1,826,219	1268.2
08-Apr-24	475,548	330	1,800,143	1250.1
09-Apr-24	475,874	330	1,801,378	1251.0
10-Apr-24	405,477	282	1,534,897	1065.9
11-Apr-24	427,959	297	1,620,000	1125.0
12-Apr-24	364,165	253	1,378,514	957.3
13-Apr-24	393,421	273	1,489,259	1034.2
14-Apr-24	393,582	273	1,489,868	1034.6
15-Apr-24	219,875	153	832,317	578.0
16-Apr-24	184,158	128	697,113	484.1
17-Apr-24	338,717	235	1,282,182	890.4
18-Apr-24	430,170	299	1,628,371	1130.8
19-Apr-24	511,935	356	1,937,885	1345.8
20-Apr-24	496,719	345	1,880,286	1305.8
21-Apr-24	632,120	439	2,392,834	1661.7
22-Apr-24	620,833	431	2,350,106	1632.0
23-Apr-24	553,723	385	2,096,069	1455.6
24-Apr-24	615,380	427	2,329,467	1617.7
25-Apr-24	495,563	344	1,875,908	1302.7
26-Apr-24	524,159	364	1,984,155	1377.9
27-Apr-24	512,712	356	1,940,827	1347.8
28-Apr-24	548,958	381	2,078,031	1443.1
29-Apr-24	503,304	350	1,905,212	1323.1
30-Apr-24	577,920	401	2,187,663	1519.2

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-May-24	480,058	333	1,817,218	1262.0
02-May-24	452,423	314	1,712,608	1189.3
03-May-24	572,543	398	2,167,308	1505.1
04-May-24	534,739	371	2,024,206	1405.7
05-May-24	525,523	365	1,989,320	1381.5
06-May-24	563,835	392	2,134,345	1482.2
07-May-24	617,301	429	2,336,738	1622.7
08-May-24	587,755	408	2,224,895	1545.1
09-May-24	502,708	349	1,902,955	1321.5
10-May-24	590,772	410	2,236,315	1553.0
11-May-24	541,077	376	2,048,199	1422.4
12-May-24	552,633	384	2,091,942	1452.7
13-May-24	483,836	336	1,831,517	1271.9
14-May-24	613,475	426	2,322,254	1612.7
15-May-24	470,498	327	1,781,028	1236.8
16-May-24	546,375	379	2,068,253	1436.3
17-May-24	606,334	421	2,295,223	1593.9
18-May-24	509,457	354	1,928,503	1339.2
19-May-24	510,519	355	1,932,522	1342.0
20-May-24	533,742	371	2,020,433	1403.1
21-May-24	632,576	439	2,394,558	1662.9
22-May-24	507,412	352	1,920,764	1333.9
23-May-24	541,268	376	2,048,921	1422.9
24-May-24	583,486	405	2,208,732	1533.8
25-May-24	508,646	353	1,925,432	1337.1
26-May-24	634,909	441	2,403,392	1669.0
27-May-24	556,070	386	2,104,952	1461.8
28-May-24	463,850	322	1,755,861	1219.3
29-May-24	317,450	220	1,201,680	834.5
30-May-24	375,102	260	1,419,914	986.1
31-May-24	436,028	303	1,650,544	1146.2

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Jun-24	519,032	360	1,964,749	1364.4
02-Jun-24	427,437	297	1,618,024	1123.6
03-Jun-24	519,938	361	1,968,179	1366.8
04-Jun-24	597,454	415	2,261,609	1570.6
05-Jun-24	562,253	390	2,128,358	1478.0
06-Jun-24	621,341	431	2,352,031	1633.4
07-Jun-24	609,637	423	2,307,728	1602.6
08-Jun-24	548,175	381	2,075,065	1441.0
09-Jun-24	644,084	447	2,438,123	1693.1
10-Jun-24	613,494	426	2,322,325	1612.7
11-Jun-24	645,087	448	2,441,920	1695.8
12-Jun-24	636,933	442	2,411,054	1674.3
13-Jun-24	492,835	342	1,865,581	1295.5
14-Jun-24	585,676	407	2,217,024	1539.6
15-Jun-24	659,886	458	2,497,939	1734.7
16-Jun-24	537,989	374	2,036,507	1414.2
17-Jun-24	513,816	357	1,945,005	1350.7
18-Jun-24	509,975	354	1,930,463	1340.6
19-Jun-24	502,444	349	1,901,955	1320.8
20-Jun-24	602,524	418	2,280,801	1583.9
21-Jun-24	665,821	462	2,520,404	1750.3
22-Jun-24	669,891	465	2,535,813	1761.0
23-Jun-24	574,852	399	2,176,052	1511.1
24-Jun-24	612,784	426	2,319,640	1610.9
25-Jun-24	562,317	390	2,128,601	1478.2
26-Jun-24	511,327	355	1,935,581	1344.2
27-Jun-24	500,883	348	1,896,046	1316.7
28-Jun-24	622,374	432	2,355,940	1636.1
29-Jun-24	659,184	458	2,495,283	1732.8
30-Jun-24	416,535	289	1,576,755	1095.0

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Jul-24	302,877	210	1,146,515	796.2
02-Jul-24	421,603	293	1,595,941	1108.3
03-Jul-24	570,117	396	2,158,125	1498.7
04-Jul-24	488,342	339	1,848,574	1283.7
05-Jul-24	399,344	277	1,511,682	1049.8
06-Jul-24	428,602	298	1,622,434	1126.7
07-Jul-24	453,530	315	1,716,795	1192.2
08-Jul-24	444,330	309	1,681,970	1168.0
09-Jul-24	477,801	332	1,808,674	1256.0
10-Jul-24	563,474	391	2,132,981	1481.2
11-Jul-24	539,228	374	2,041,198	1417.5
12-Jul-24	438,396	304	1,659,508	1152.4
13-Jul-24	594,759	413	2,251,408	1563.5
14-Jul-24	562,183	390	2,128,094	1477.8
15-Jul-24	488,059	339	1,847,504	1283.0
16-Jul-24	468,046	325	1,771,746	1230.4
17-Jul-24	499,584	347	1,891,131	1313.3
18-Jul-24	573,794	398	2,172,044	1508.4
19-Jul-24	474,483	330	1,796,114	1247.3
20-Jul-24	513,122	356	1,942,376	1348.9
21-Jul-24	489,831	340	1,854,212	1287.6
22-Jul-24	573,153	398	2,169,621	1506.7
23-Jul-24	580,538	403	2,197,574	1526.1
24-Jul-24	579,653	403	2,194,222	1523.8
25-Jul-24	545,204	379	2,063,821	1433.2
26-Jul-24	560,626	389	2,122,200	1473.7
27-Jul-24	547,997	381	2,074,394	1440.6
28-Jul-24	526,171	365	1,991,772	1383.2
29-Jul-24	471,651	328	1,785,391	1239.9
30-Jul-24	471,589	327	1,785,159	1239.7
31-Jul-24	420,658	292	1,592,362	1105.8

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Aug-24	388,288	270	1,469,831	1020.7
02-Aug-24	456,210	317	1,726,940	1199.3
03-Aug-24	497,525	346	1,883,334	1307.9
04-Aug-24	133,588	93	505,686	351.2
05-Aug-24	188,358	131	713,012	495.1
06-Aug-24	240,267	167	909,508	631.6
07-Aug-24	337,343	234	1,276,981	886.8
08-Aug-24	426,316	296	1,613,780	1120.7
09-Aug-24	476,504	331	1,803,765	1252.6
10-Aug-24	527,596	366	1,997,168	1386.9
11-Aug-24	478,513	332	1,811,366	1257.9
12-Aug-24	447,825	311	1,695,201	1177.2
13-Aug-24	302,182	210	1,143,883	794.4
14-Aug-24	452,048	314	1,711,186	1188.3
15-Aug-24	394,902	274	1,494,867	1038.1
16-Aug-24	459,369	319	1,738,899	1207.6
17-Aug-24	447,778	311	1,695,024	1177.1
18-Aug-24	391,876	272	1,483,411	1030.1
19-Aug-24	217,451	151	823,140	571.6
20-Aug-24	331,634	230	1,255,371	871.8
21-Aug-24	289,064	201	1,094,226	759.9
22-Aug-24	253,208	176	958,495	665.6
23-Aug-24	397,445	276	1,504,493	1044.8
24-Aug-24	355,349	247	1,345,140	934.1
25-Aug-24	238,869	166	904,218	627.9
26-Aug-24	389,253	270	1,473,481	1023.3
27-Aug-24	468,538	325	1,773,610	1231.7
28-Aug-24	422,713	294	1,600,143	1111.2
29-Aug-24	332,621	231	1,259,106	874.4
30-Aug-24	356,974	248	1,351,294	938.4
31-Aug-24	429,880	299	1,627,272	1130.1

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Sep-24	407,020	283	1,540,738	1070.0
02-Sep-24	339,760	236	1,286,131	893.1
03-Sep-24	253,771	176	960,626	667.1
04-Sep-24	375,812	261	1,422,604	987.9
05-Sep-24	407,050	283	1,540,849	1070.0
06-Sep-24	474,878	330	1,797,607	1248.3
07-Sep-24	337,306	234	1,276,840	886.7
08-Sep-24	379,917	264	1,438,141	998.7
09-Sep-24	477,736	332	1,808,427	1255.9
10-Sep-24	412,823	287	1,562,704	1085.2
11-Sep-24	505,589	351	1,913,861	1329.1
12-Sep-24	449,833	312	1,702,801	1182.5
13-Sep-24	425,404	295	1,610,329	1118.3
14-Sep-24	376,810	262	1,426,380	990.5
15-Sep-24	329,460	229	1,247,140	866.1
16-Sep-24	352,771	245	1,335,384	927.4
17-Sep-24	254,632	177	963,885	669.4
18-Sep-24	275,539	191	1,043,030	724.3
19-Sep-24	419,487	291	1,587,932	1102.7
20-Sep-24	466,271	324	1,765,028	1225.7
21-Sep-24	484,109	336	1,832,551	1272.6
22-Sep-24	484,486	336	1,833,977	1273.6
23-Sep-24	328,845	228	1,244,814	864.5
24-Sep-24	401,180	279	1,518,632	1054.6
25-Sep-24	327,981	228	1,241,541	862.2
26-Sep-24	252,111	175	954,342	662.7
27-Sep-24	307,623	214	1,164,478	808.7
28-Sep-24	245,633	171	929,822	645.7
29-Sep-24	161,284	112	610,527	424.0
30-Sep-24	208,315	145	788,557	547.6

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Oct-24	389,751	271	1,475,365	1024.6
02-Oct-24	454,830	316	1,721,718	1195.6
03-Oct-24	427,227	297	1,617,231	1123.1
04-Oct-24	528,046	367	1,998,870	1388.1
05-Oct-24	449,977	312	1,703,348	1182.9
06-Oct-24	518,726	360	1,963,591	1363.6
07-Oct-24	431,746	300	1,634,335	1135.0
08-Oct-24	484,425	336	1,833,748	1273.4
09-Oct-24	468,005	325	1,771,592	1230.3
10-Oct-24	514,400	357	1,947,215	1352.2
11-Oct-24	443,494	308	1,678,806	1165.8
12-Oct-24	545,732	379	2,065,819	1434.6
13-Oct-24	250,125	174	946,826	657.5
14-Oct-24	72,187	50	273,256	189.8
15-Oct-24	225,220	156	852,551	592.0
16-Oct-24	192,651	134	729,262	506.4
17-Oct-24	333,048	231	1,260,721	875.5
18-Oct-24	267,084	185	1,011,022	702.1
19-Oct-24	290,955	202	1,101,383	764.8
20-Oct-24	282,237	196	1,068,383	741.9
21-Oct-24	46,305	32	175,283	121.7
22-Oct-24	173,714	121	657,578	456.7
23-Oct-24	76,259	53	288,670	200.5
24-Oct-24	105,459	73	399,207	277.2
25-Oct-24	157,809	110	597,373	414.8
26-Oct-24	94,809	66	358,891	249.2
27-Oct-24	185,658	129	702,792	488.0
28-Oct-24	113,189	79	428,468	297.5
29-Oct-24	167,447	116	633,856	440.2
30-Oct-24	347,690	241	1,316,149	914.0
31-Oct-24	357,825	248	1,354,514	940.6

TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Nov-24	342,499	238	1,296,499	900.3
02-Nov-24	457,892	318	1,733,309	1203.7
03-Nov-24	443,916	308	1,680,405	1166.9
04-Nov-24	418,056	290	1,582,514	1099.0
05-Nov-24	381,915	265	1,445,705	1004.0
06-Nov-24	354,678	246	1,342,603	932.4
07-Nov-24	407,664	283	1,543,176	1071.6
08-Nov-24	463,236	322	1,753,539	1217.7
09-Nov-24	453,253	315	1,715,748	1191.5
10-Nov-24	354,521	246	1,342,008	932.0
11-Nov-24	361,507	251	1,368,454	950.3
12-Nov-24	313,420	218	1,186,425	823.9
13-Nov-24	395,600	275	1,497,508	1039.9
14-Nov-24	400,025	278	1,514,258	1051.6
15-Nov-24	373,283	259	1,413,030	981.3
16-Nov-24	365,698	254	1,384,318	961.3
17-Nov-24	323,765	225	1,225,583	851.1
18-Nov-24	268,937	187	1,018,037	707.0
19-Nov-24	314,328	218	1,189,858	826.3
20-Nov-24	384,513	267	1,455,538	1010.8
21-Nov-24	452,293	314	1,712,114	1189.0
22-Nov-24	447,189	311	1,692,793	1175.6
23-Nov-24	454,381	316	1,720,019	1194.5
24-Nov-24	467,794	325	1,770,792	1229.7
25-Nov-24	234,562	163	887,914	616.6
26-Nov-24	172,475	120	652,890	453.4
27-Nov-24	295,377	205	1,118,123	776.5
28-Nov-24	170,286	118	644,601	447.6
29-Nov-24	165,744	115	627,410	435.7
30-Nov-24	161,505	112	611,364	424.6

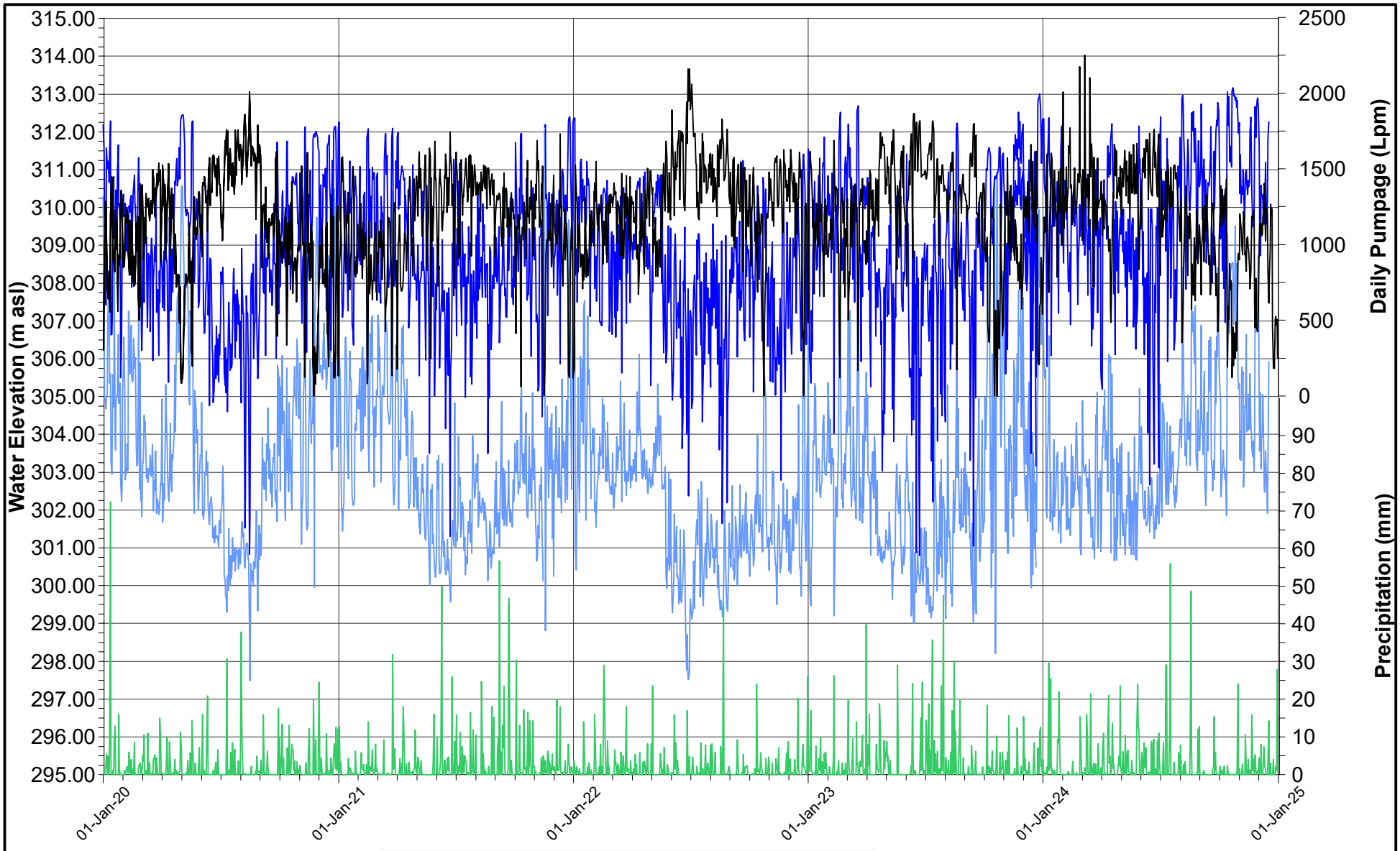
TABLE C1
TW3-80 DAILY WATER TAKING
WHITE WOLF PROPERTY MANAGEMENT
ABERFOYLE, ONTARIO

Date	Volume (US gpd)	Average Flow Rate Over Time Taken (US gpm)	Volume (L/day)	Average Flow Rate Over Time Taken (L/min)
01-Dec-24	214,181	149	810,763	563.0
02-Dec-24	380,167	264	1,439,089	999.4
03-Dec-24	434,551	302	1,644,953	1142.3
04-Dec-24	408,061	283	1,544,678	1072.7
05-Dec-24	434,586	302	1,645,084	1142.4
06-Dec-24	402,174	279	1,522,394	1057.2
07-Dec-24	406,463	282	1,538,630	1068.5
08-Dec-24	450,546	313	1,705,500	1184.4
09-Dec-24	466,904	324	1,767,422	1227.4
10-Dec-24	533,748	371	2,020,453	1403.1
11-Dec-24	461,658	321	1,747,563	1213.6
12-Dec-24	389,658	271	1,475,016	1024.3
13-Dec-24	469,042	326	1,775,517	1233.0
14-Dec-24	472,281	328	1,787,775	1241.5
15-Dec-24	450,892	313	1,706,810	1185.3
16-Dec-24	313,628	218	1,187,210	824.5
17-Dec-24	233,279	162	883,056	613.2
18-Dec-24	298,153	207	1,128,629	783.8
19-Dec-24	368,130	256	1,393,523	967.7
20-Dec-24	481,524	334	1,822,765	1265.8
21-Dec-24	453,711	315	1,717,482	1192.7
22-Dec-24	470,655	327	1,781,622	1237.2
23-Dec-24	174,575	121	660,838	458.9
24-Dec-24	69,197	48	261,939	181.9
25-Dec-24	103,267	72	390,908	271.5
26-Dec-24	69,078	48	261,489	181.6
27-Dec-24	192,440	134	728,463	505.9
28-Dec-24	199,465	139	755,056	524.3
29-Dec-24	178,212	124	674,604	468.5
30-Dec-24	191,856	133	726,254	504.3
31-Dec-24	96,047	67	363,576	252.5

Notes:
1. All volumes measured with a flow meter and recorded on a datalogger.

APPENDIX D

Groundwater Level Monitoring



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

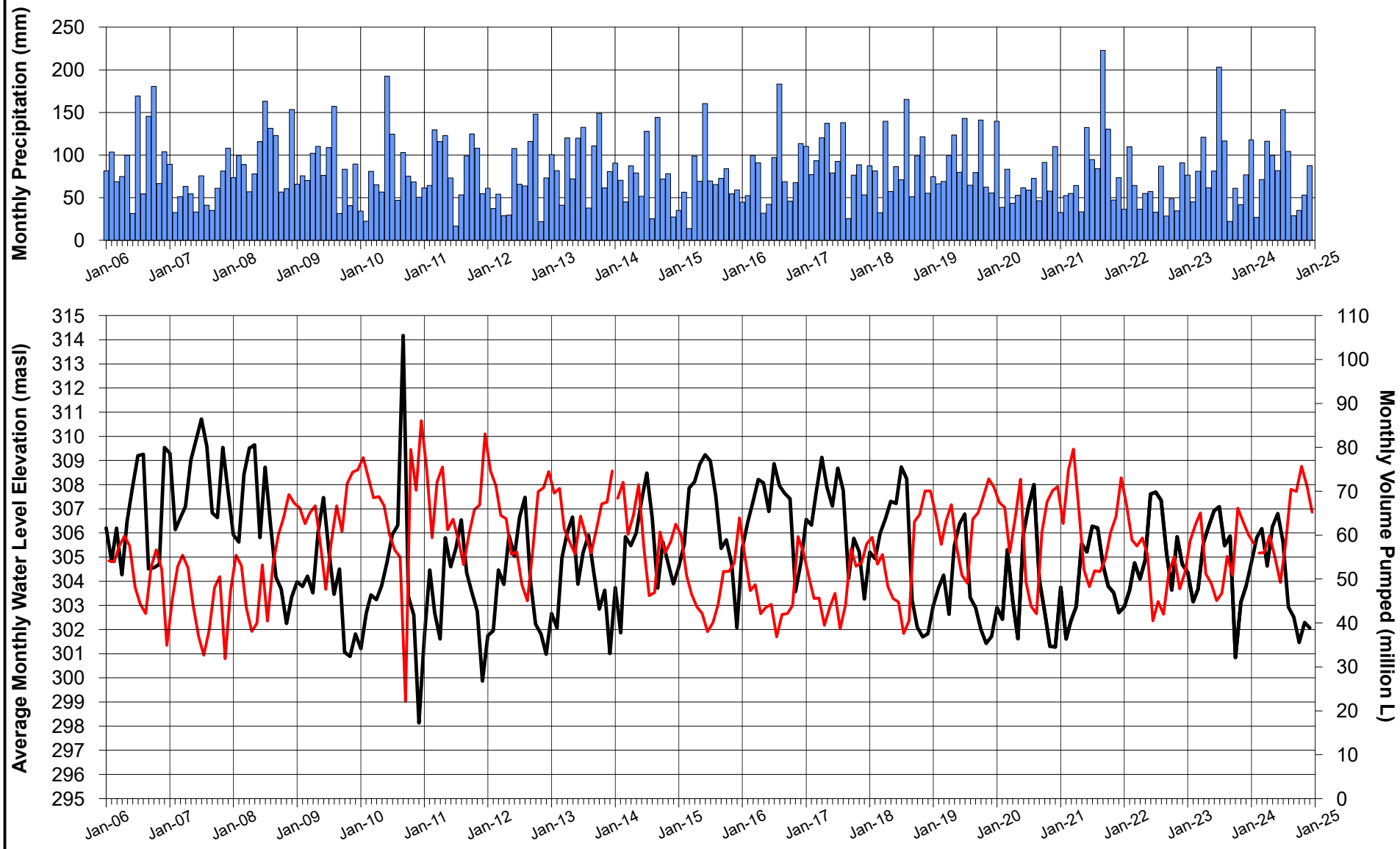
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

HYDROGRAPH FOR TW3-80
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D1a



DATE	MARCH 2025
DESIGN	KJ
REVIEW	GP
APPROVED	GP

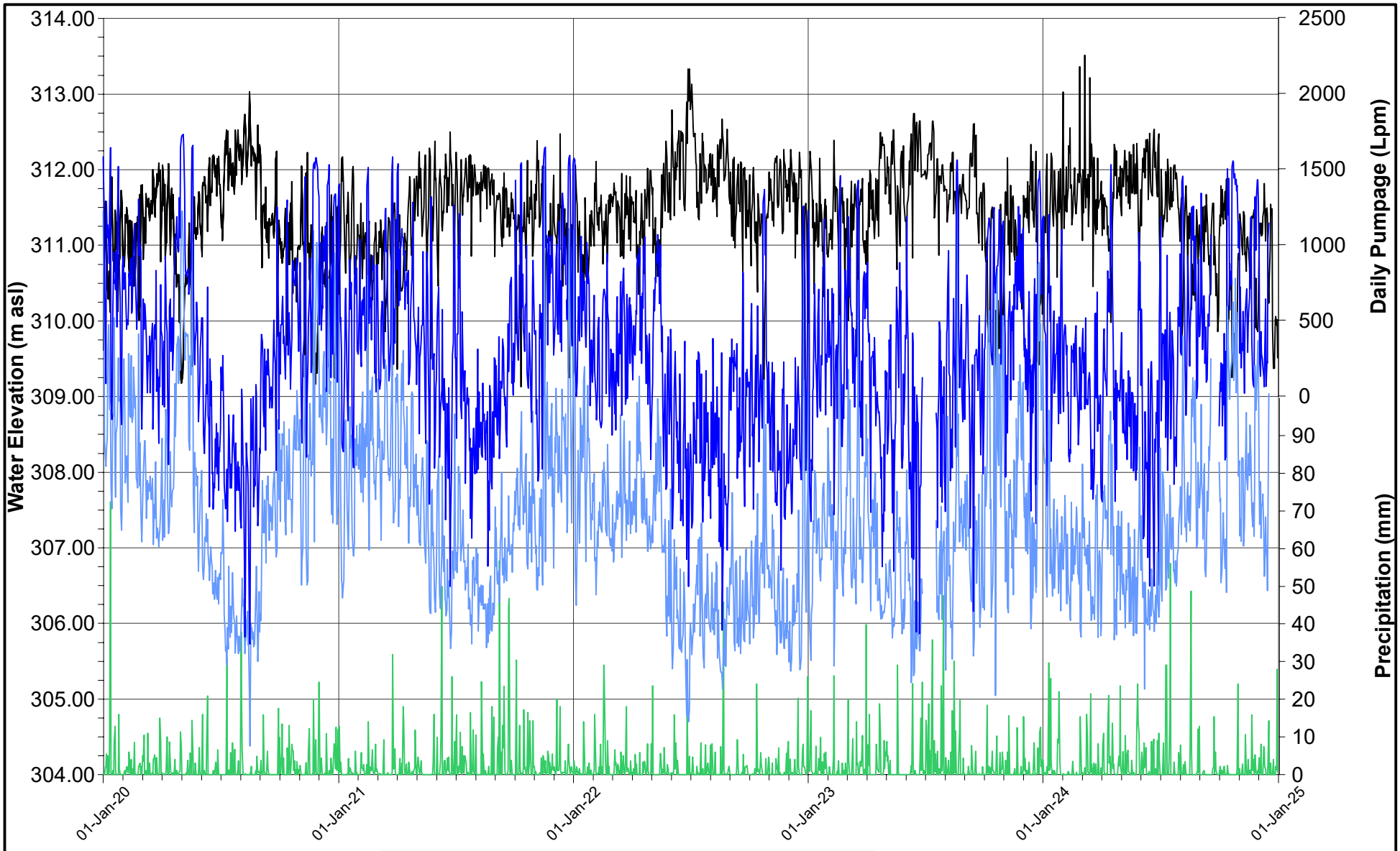
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

AVERAGE MONTHLY WATER LEVELS TW3-80
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D1b

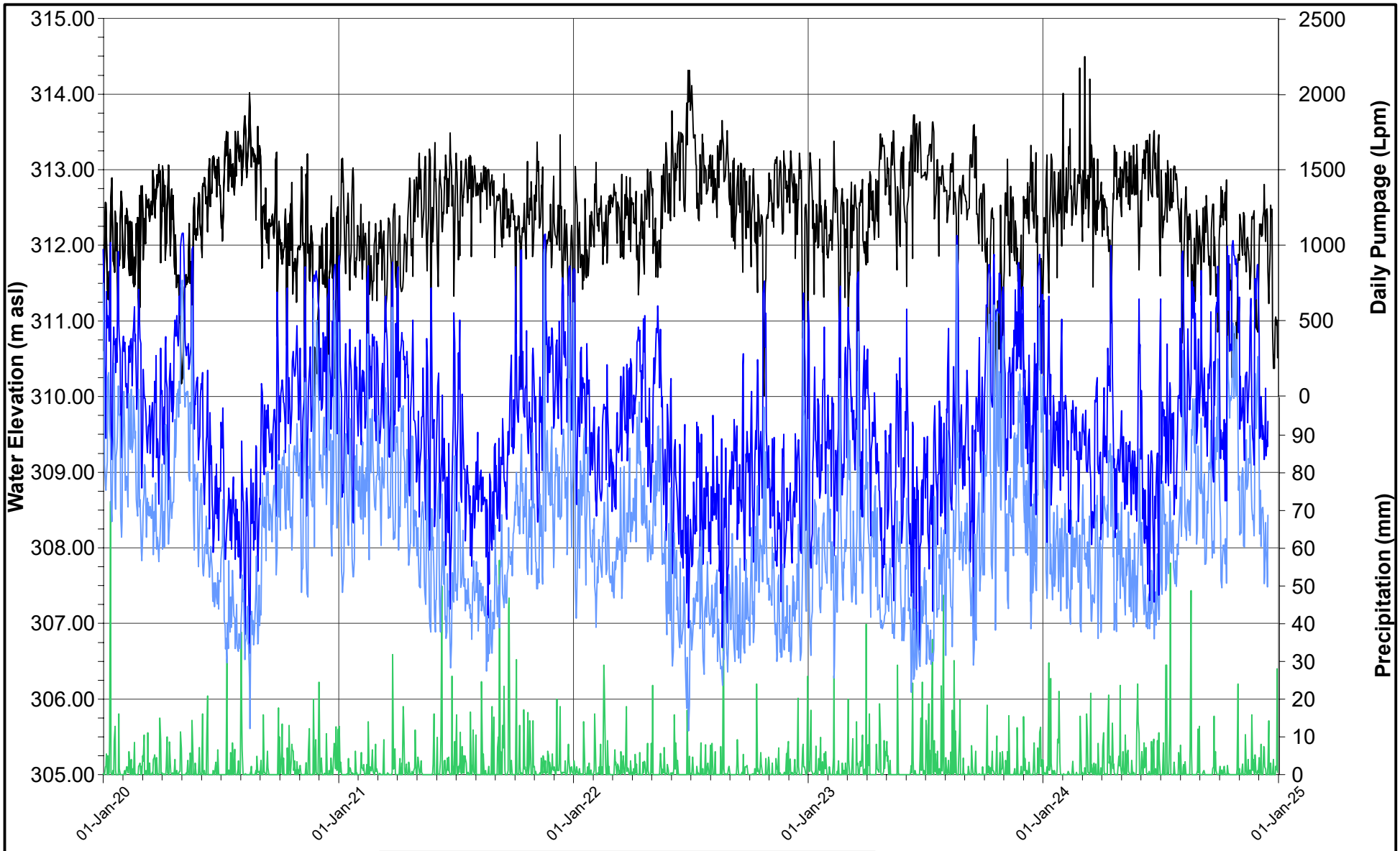


PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D2



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

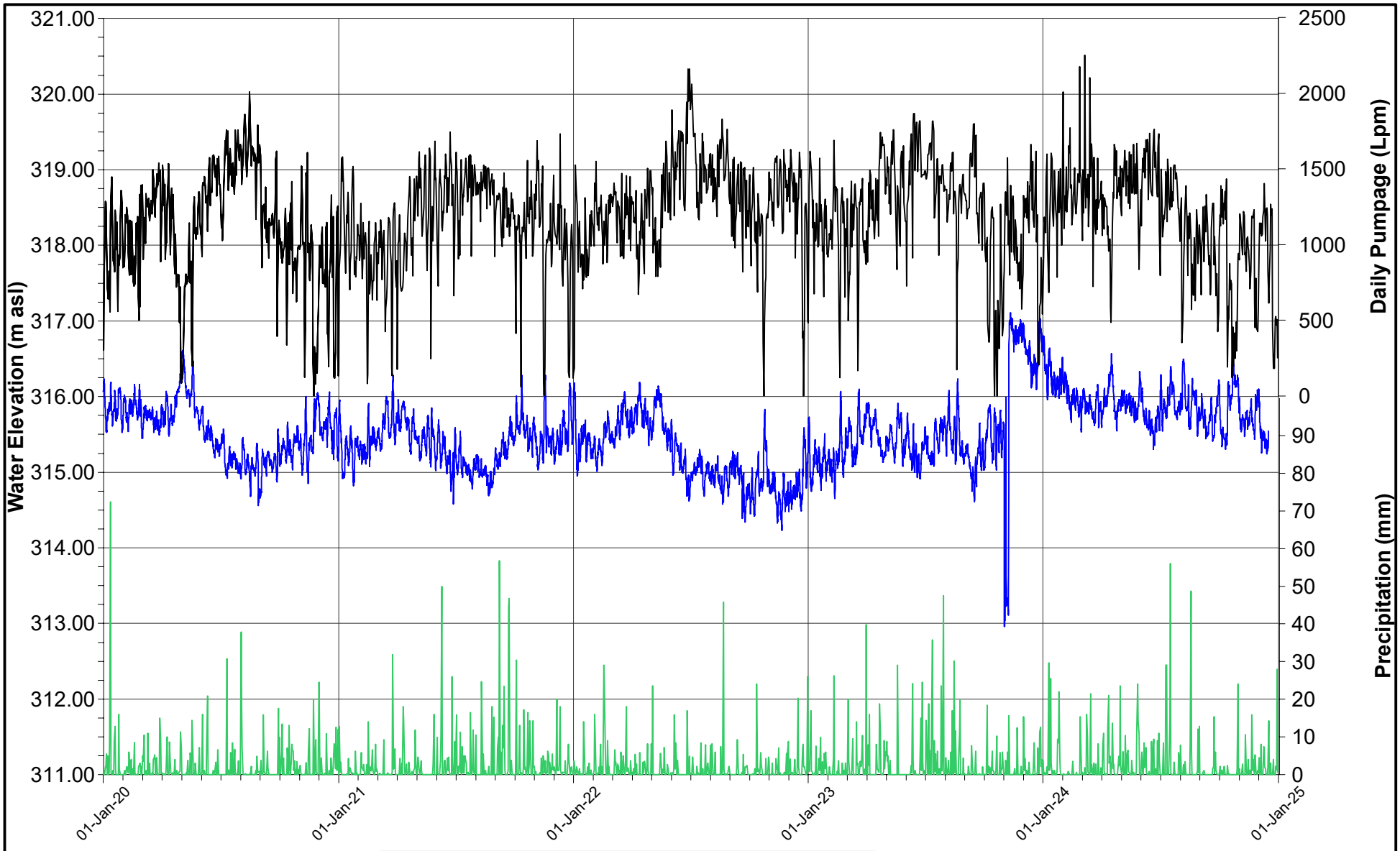
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D3



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

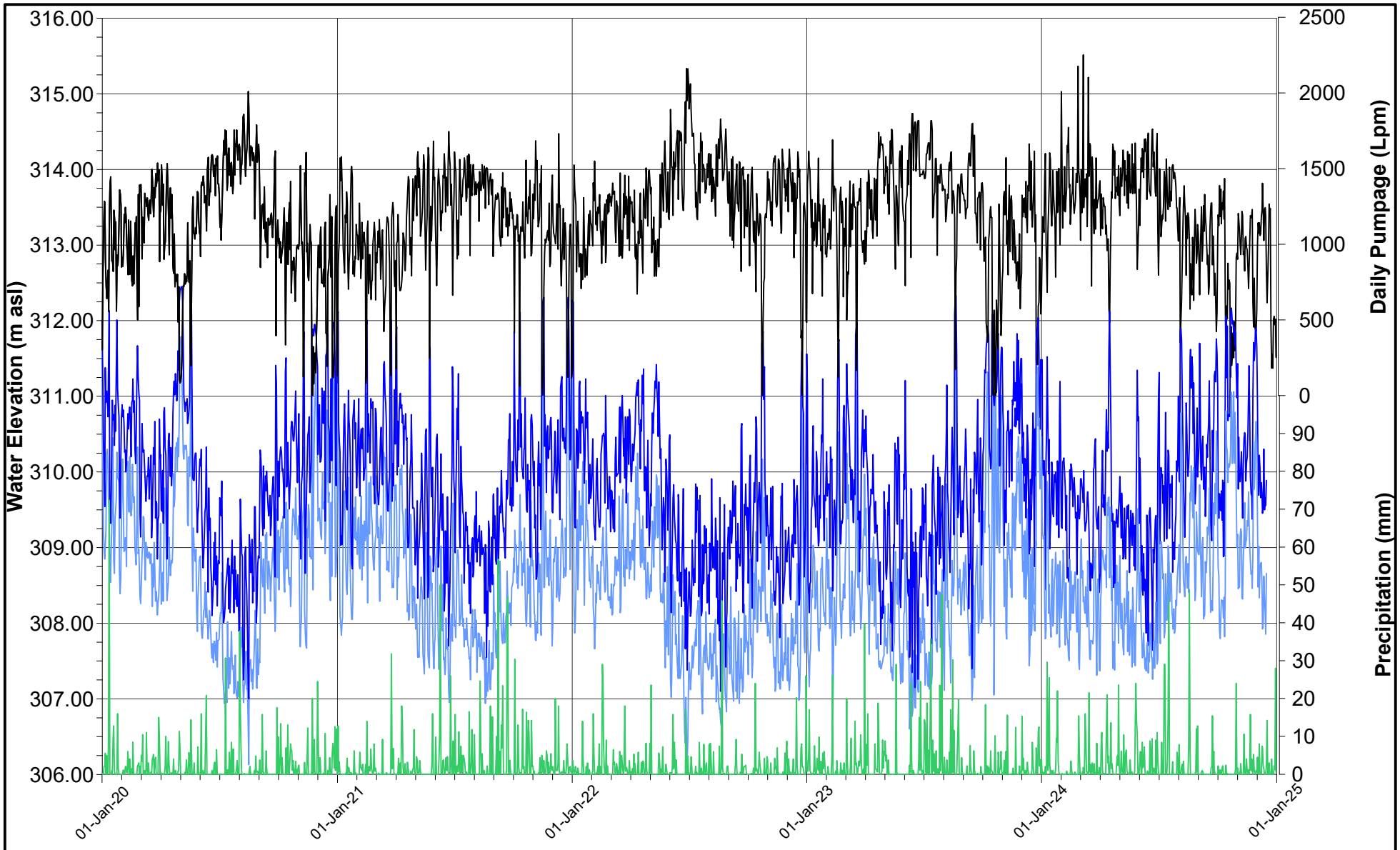
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D4



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

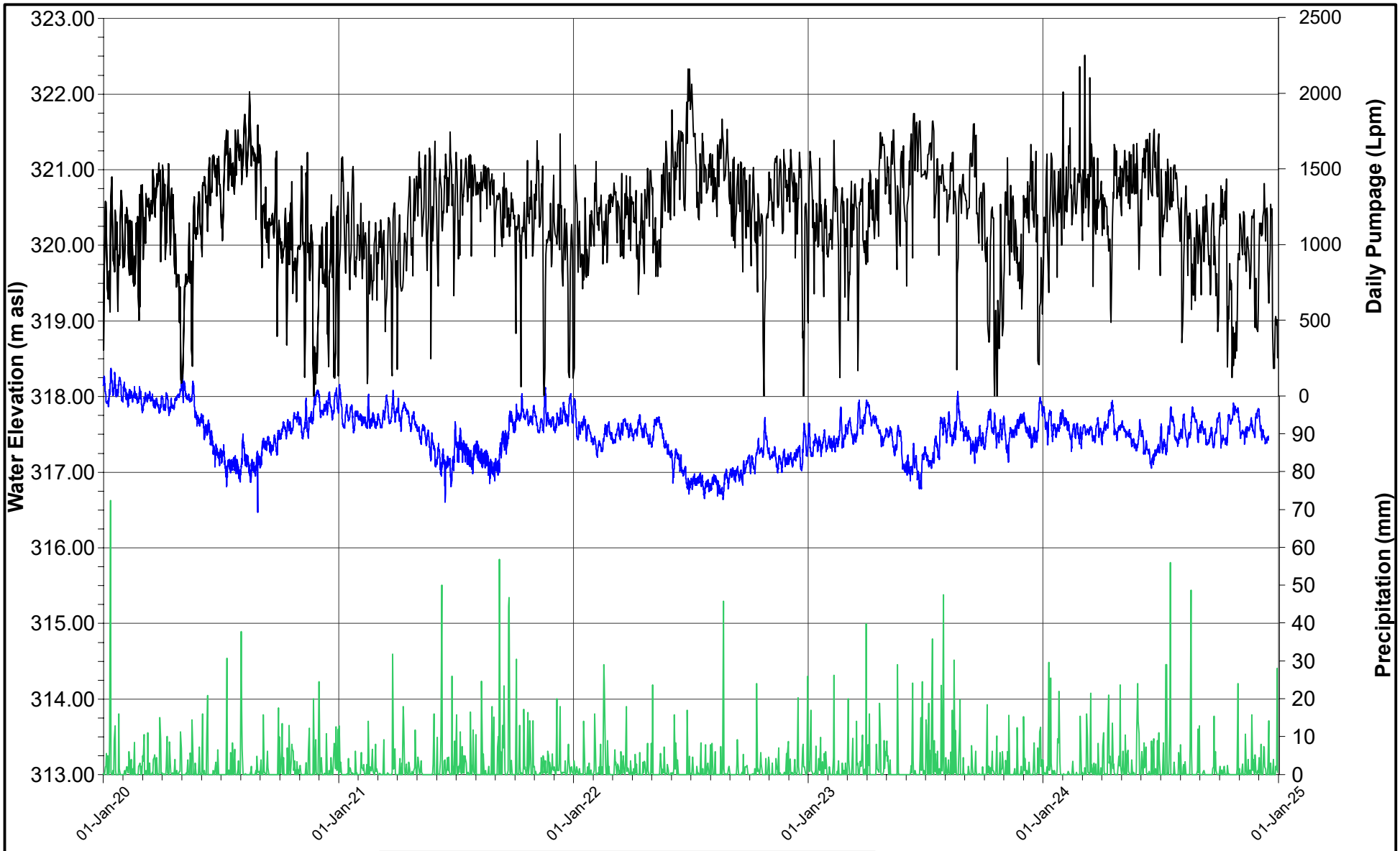
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D5



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

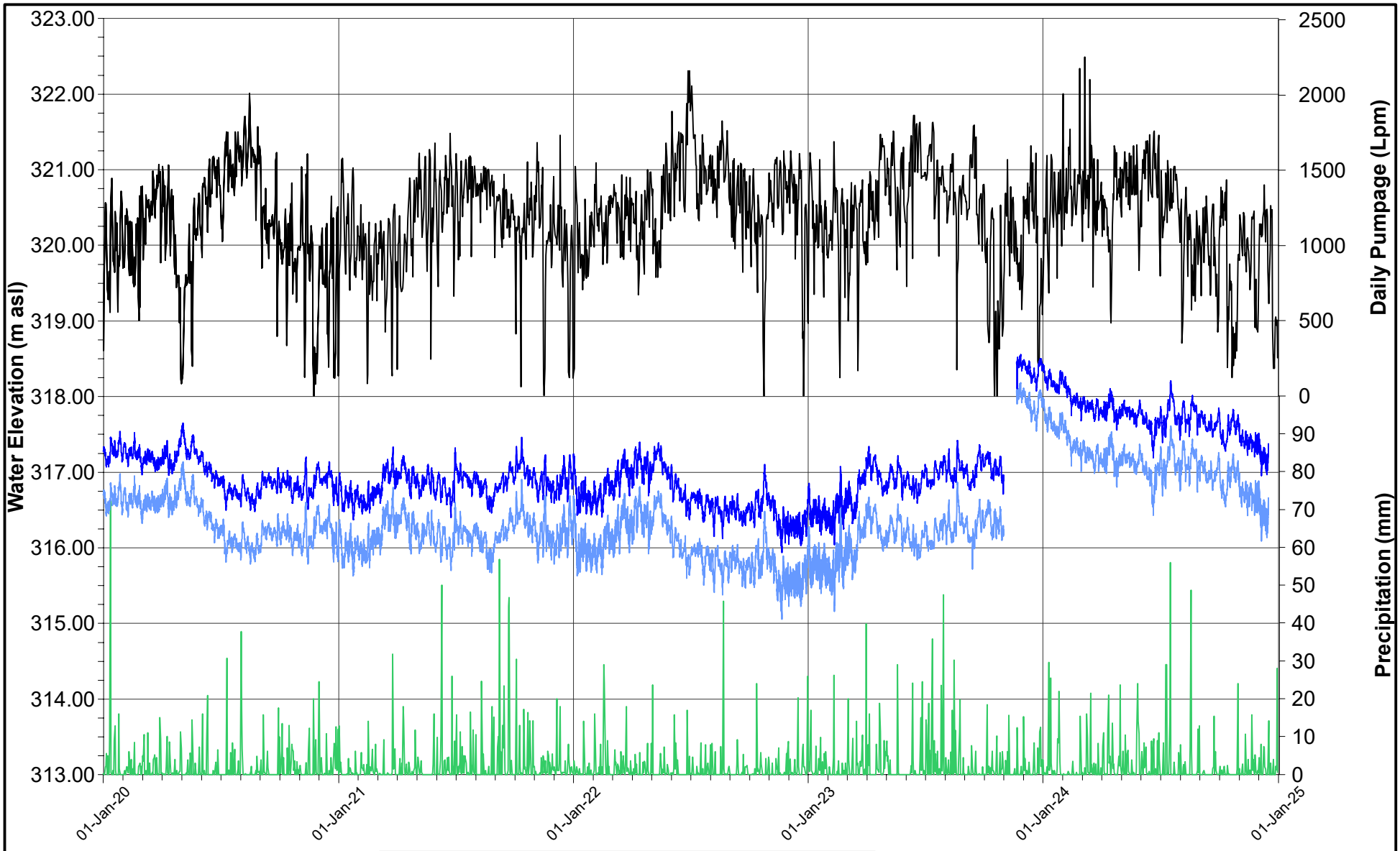
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D6



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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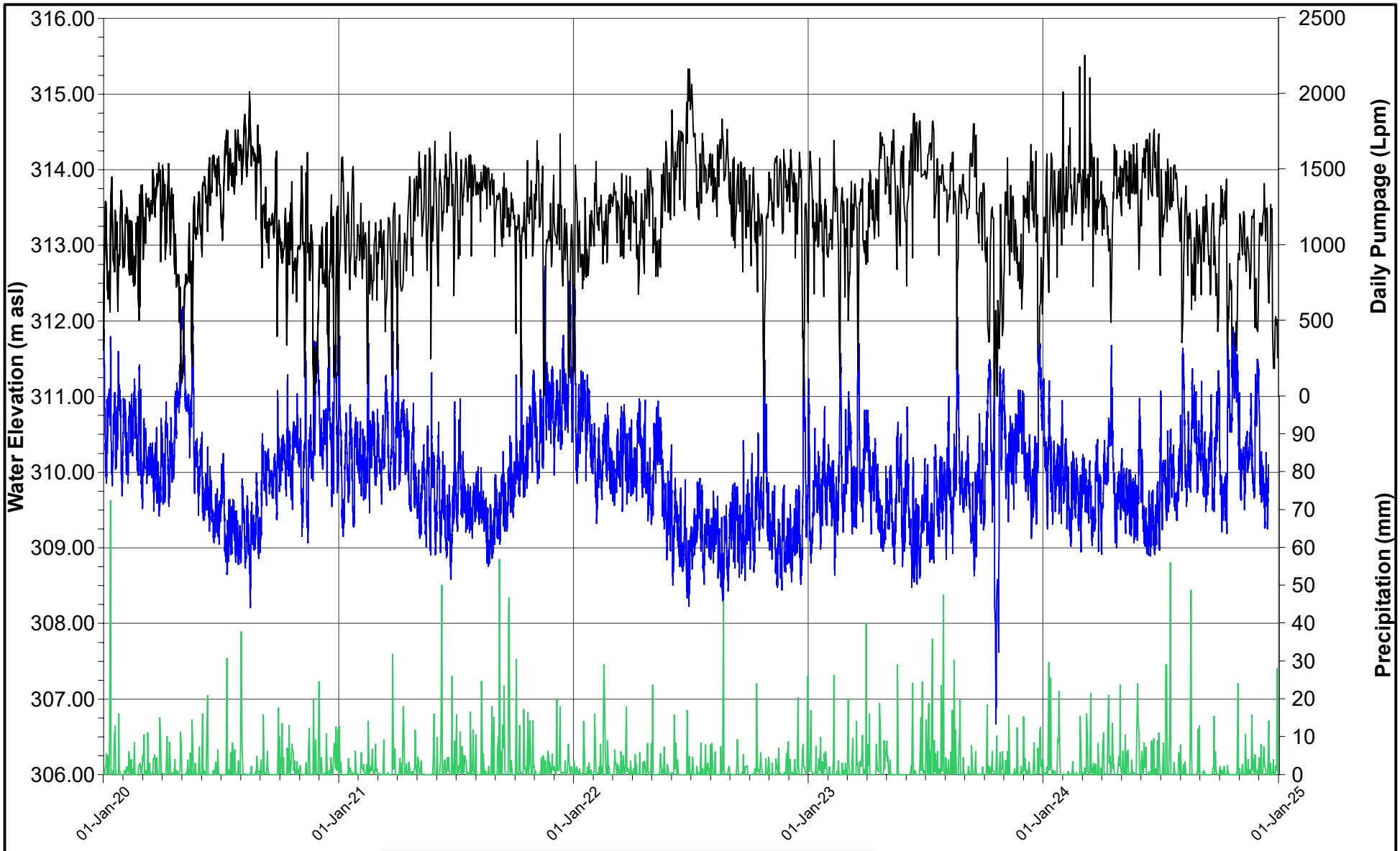

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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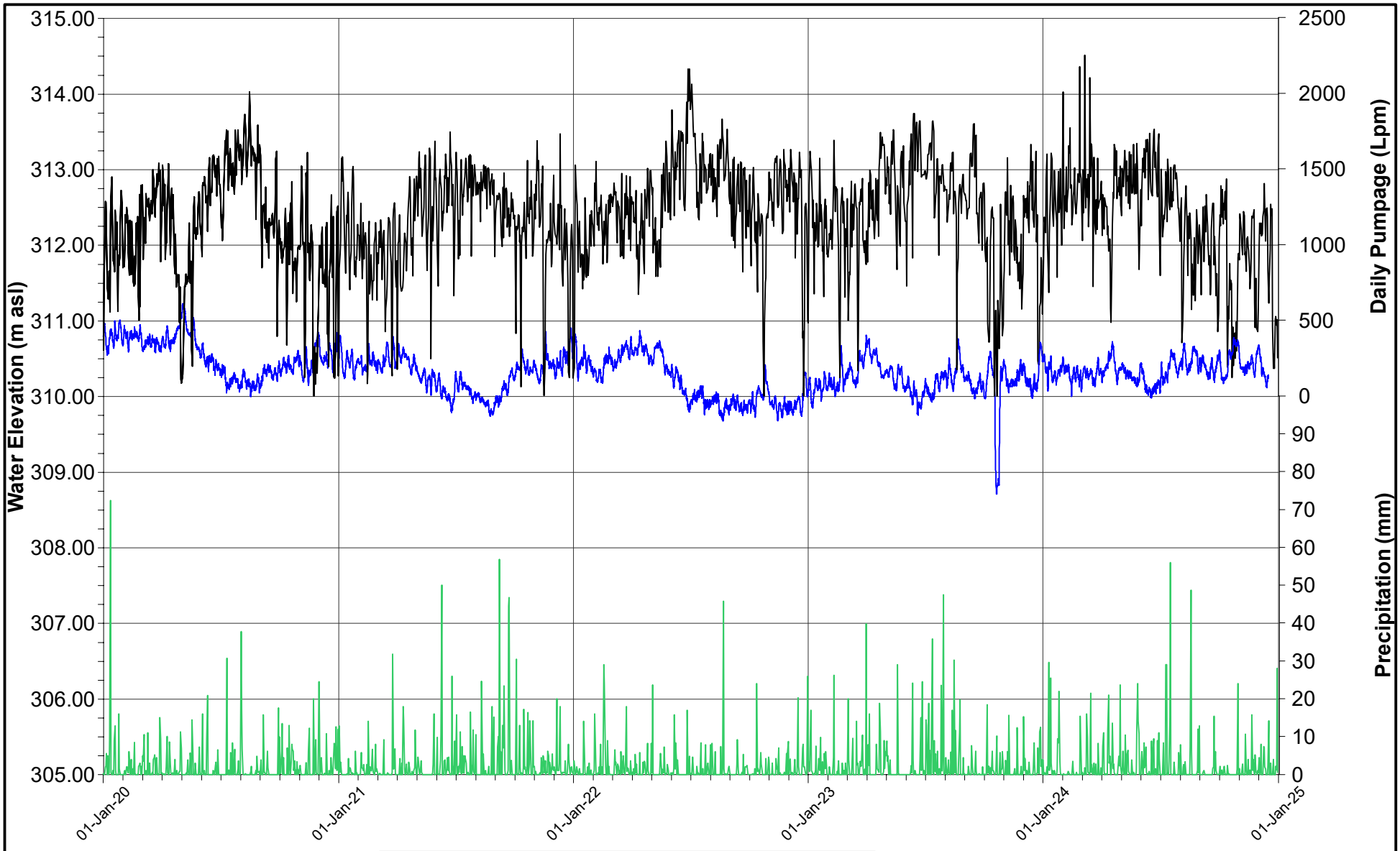

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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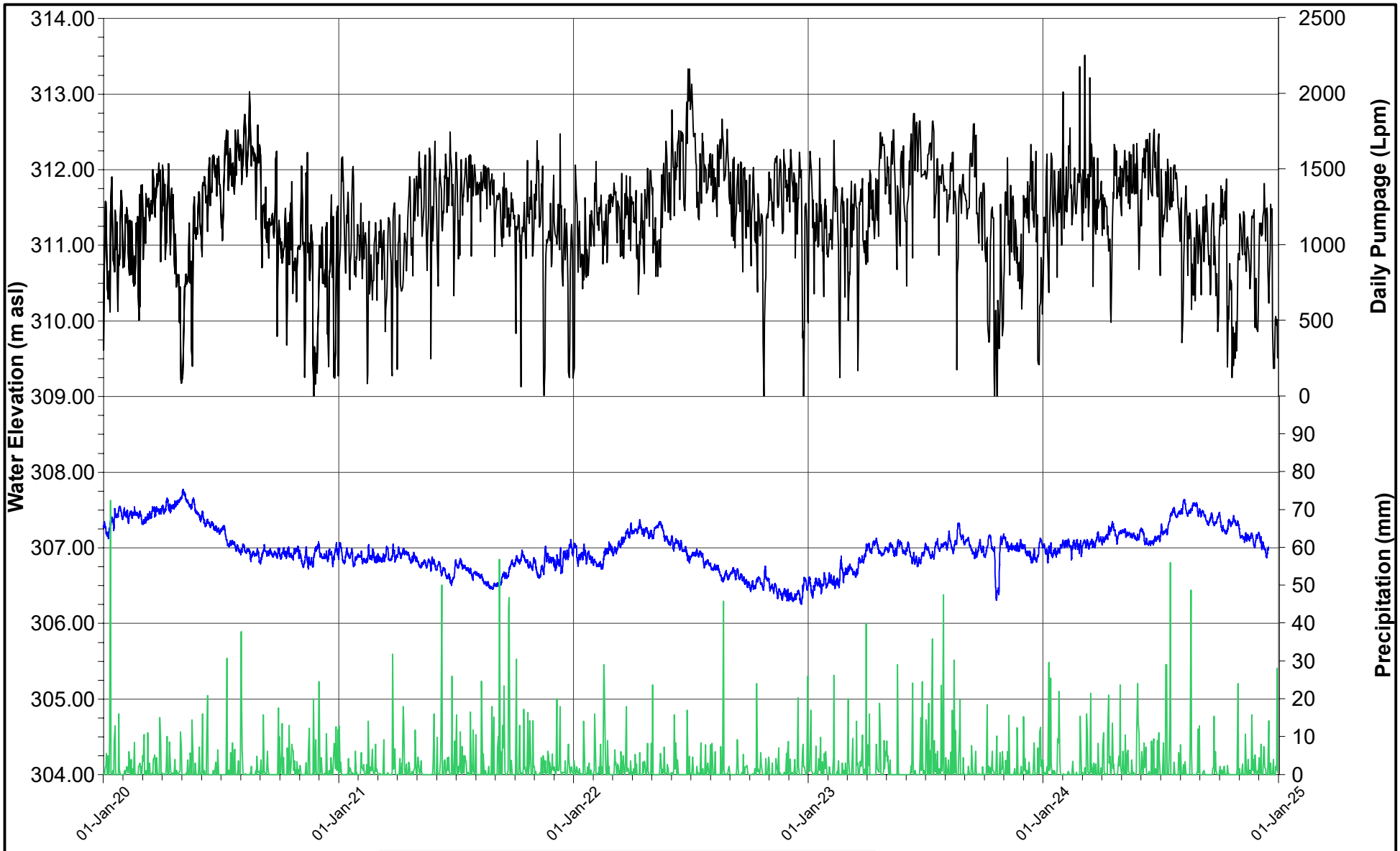

PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
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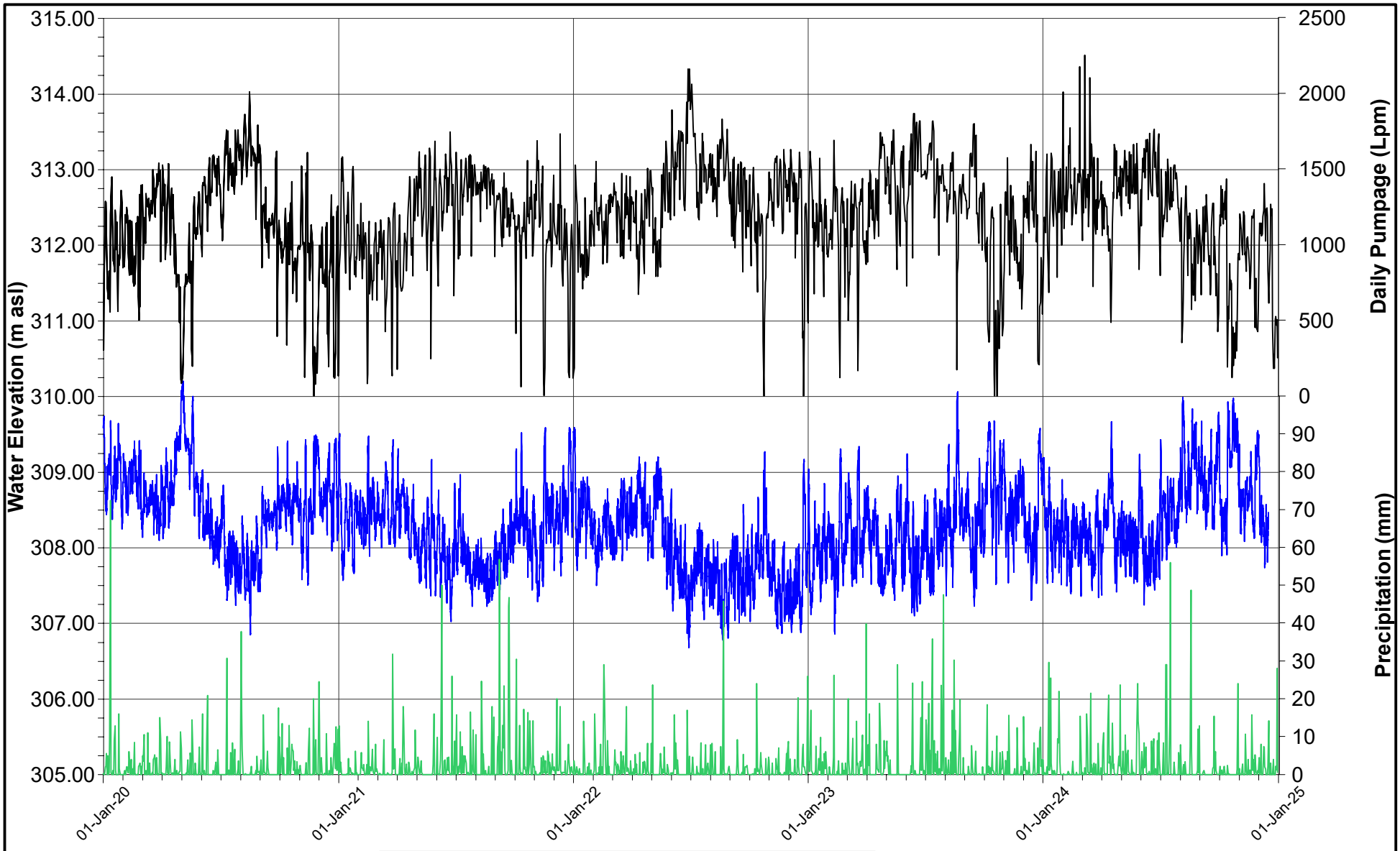

PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
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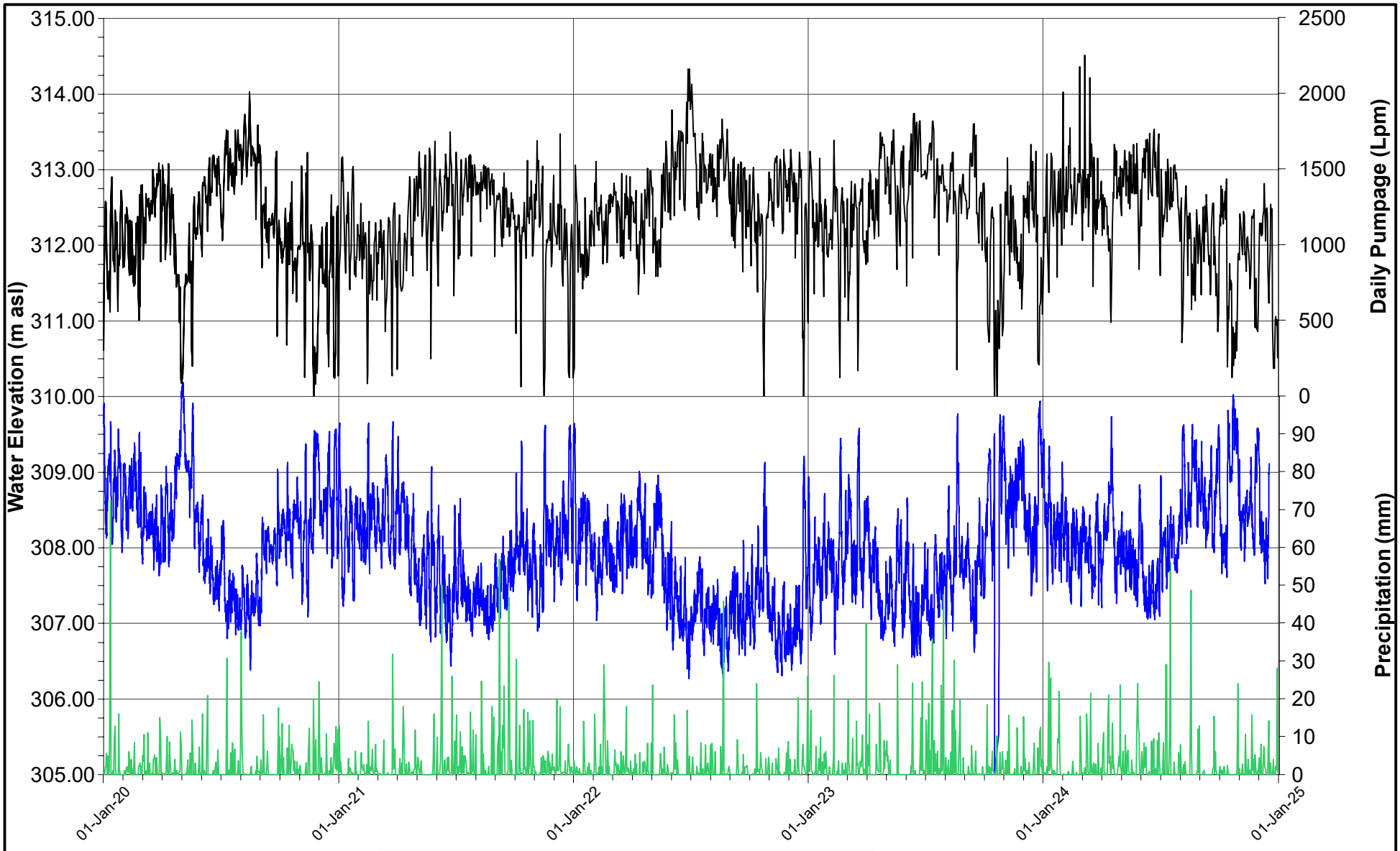


DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

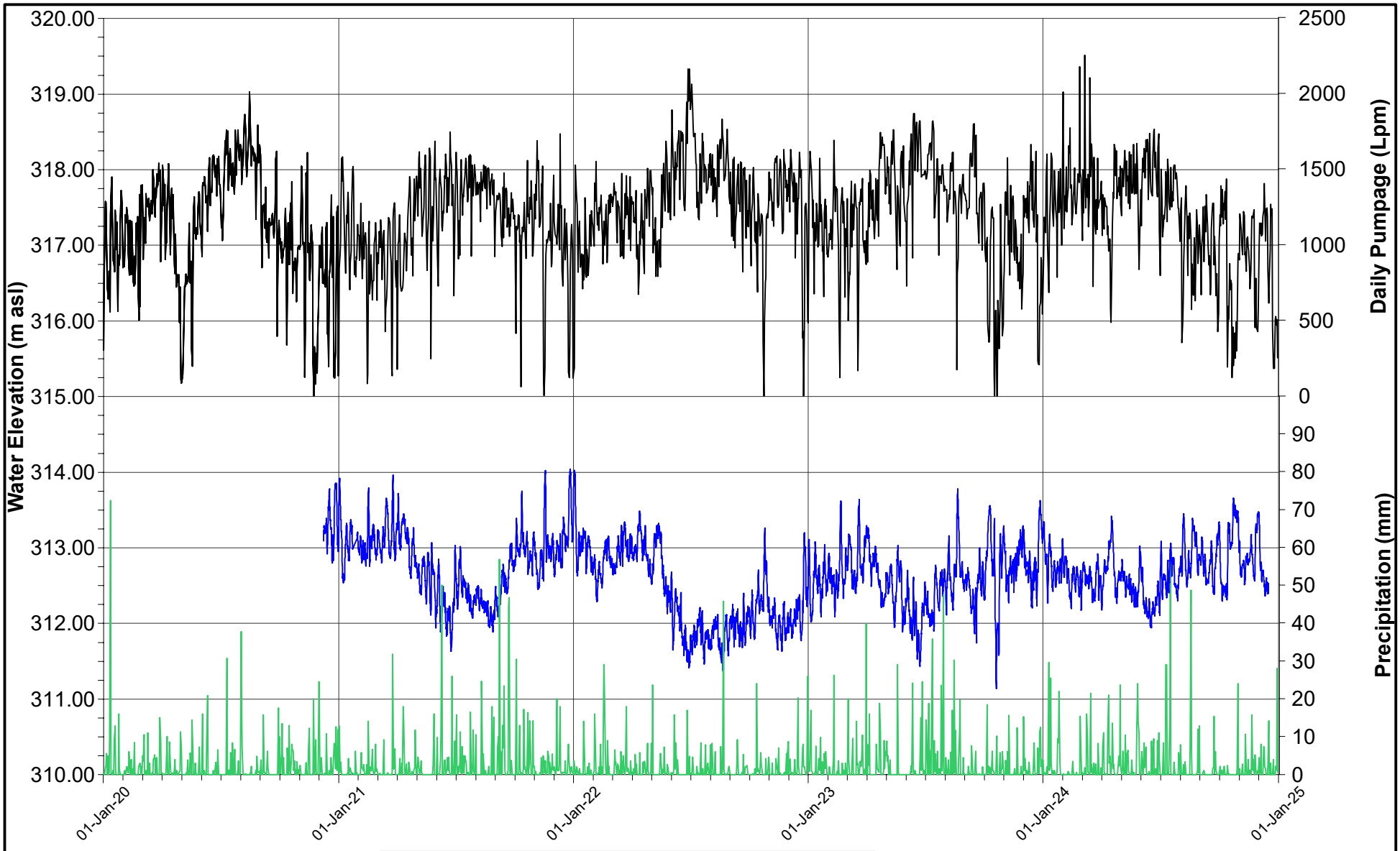
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D12



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
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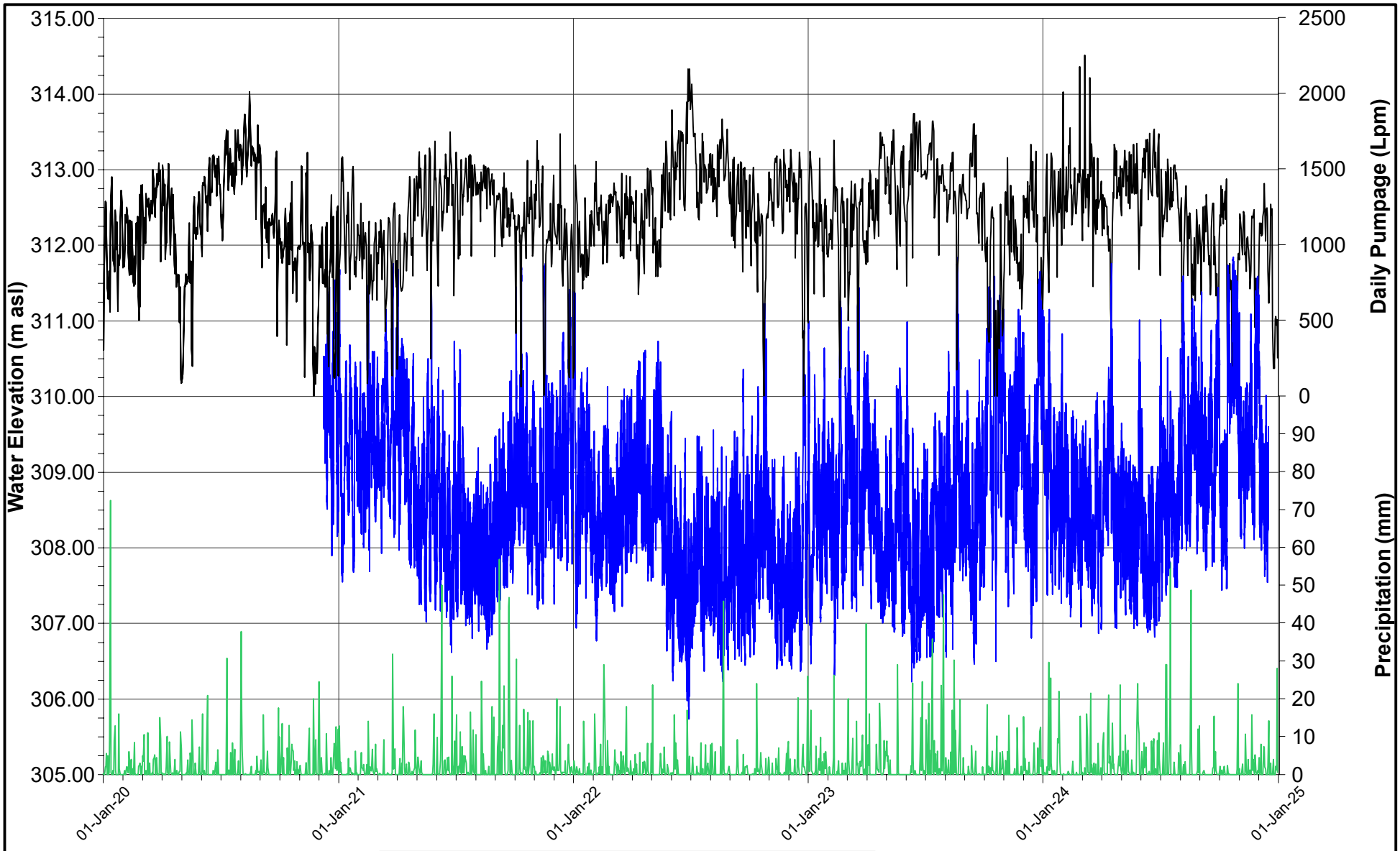

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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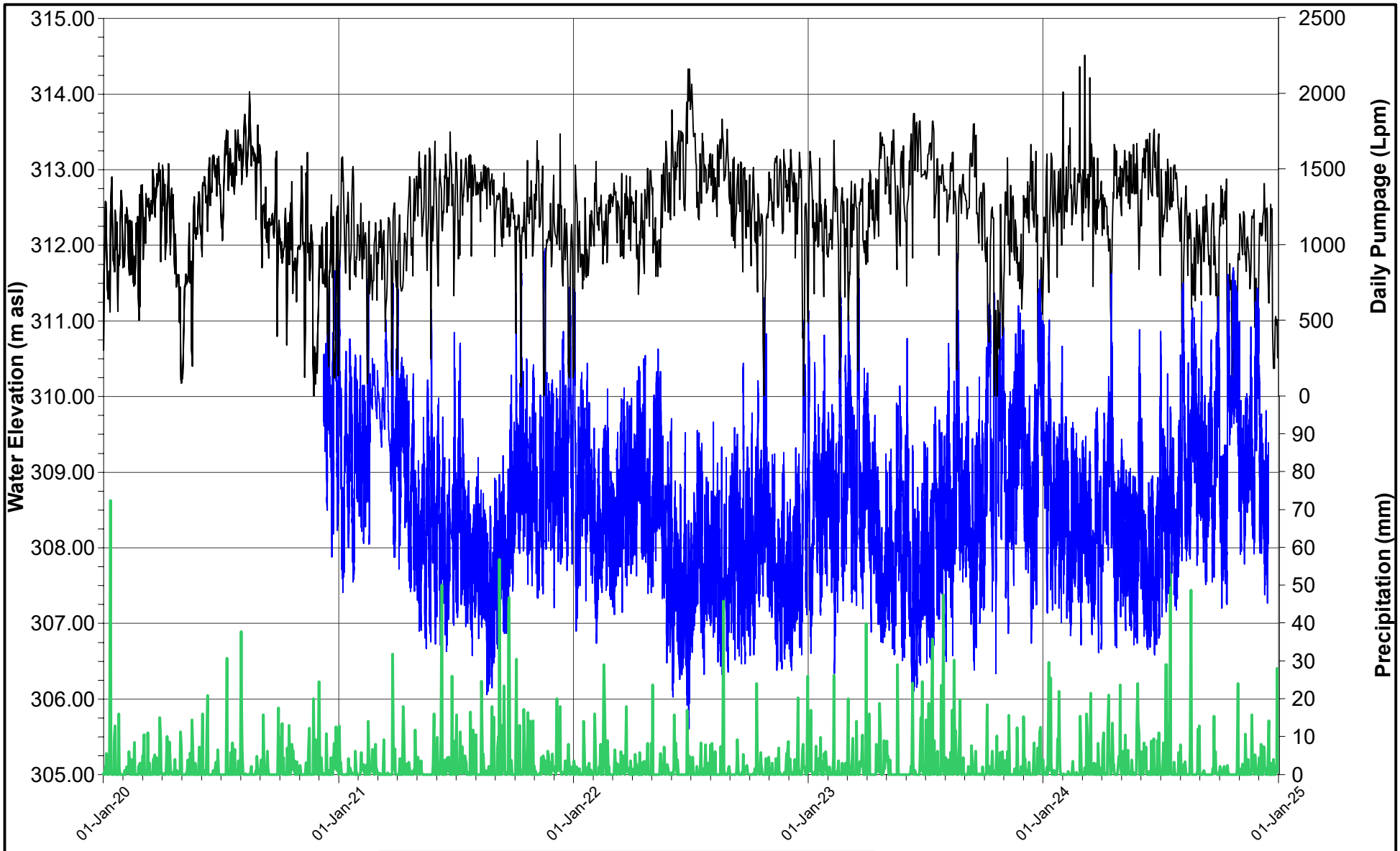

PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
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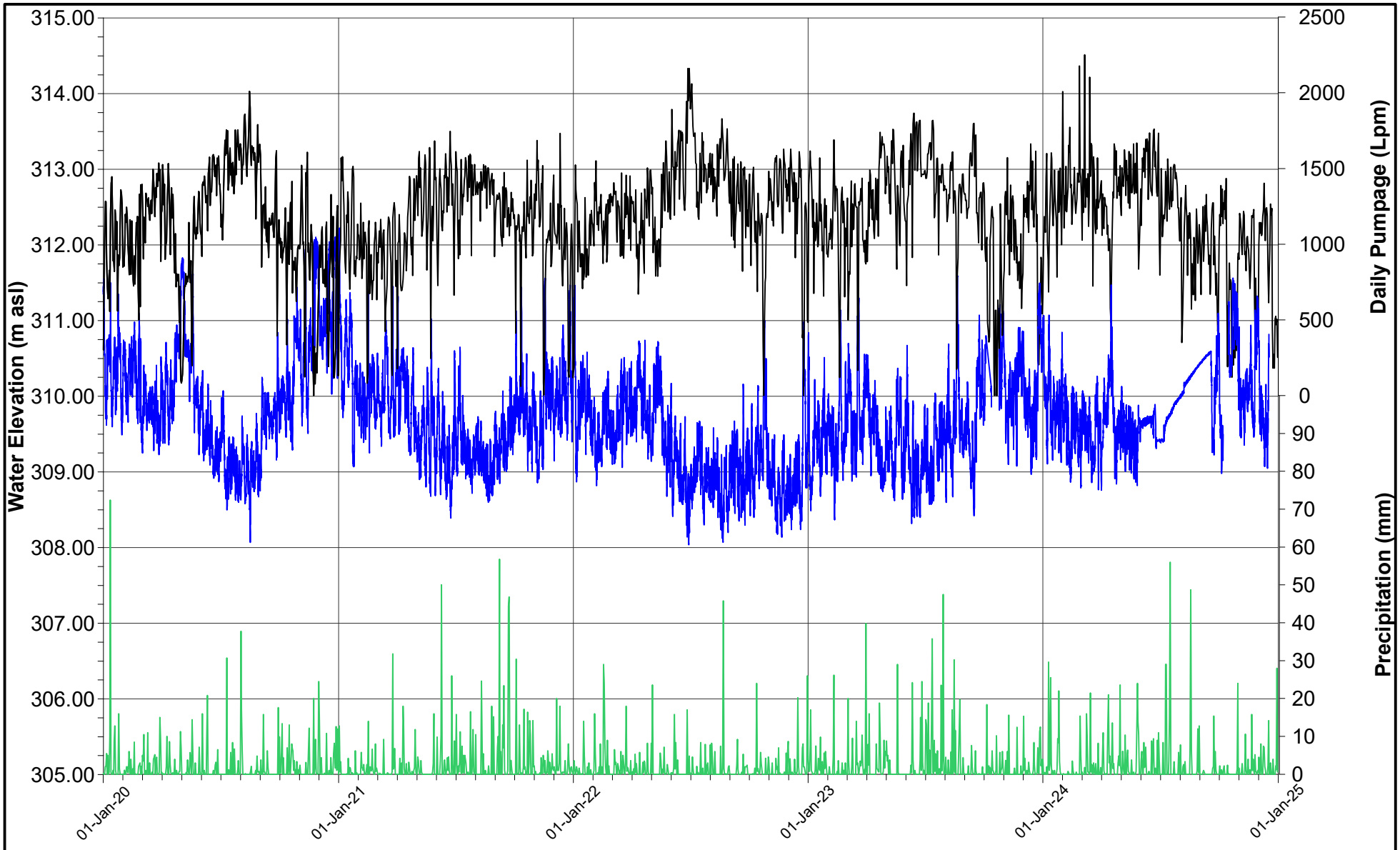

NOTE: packer installed May 28, 2024
and was removed Oct 15, 2025

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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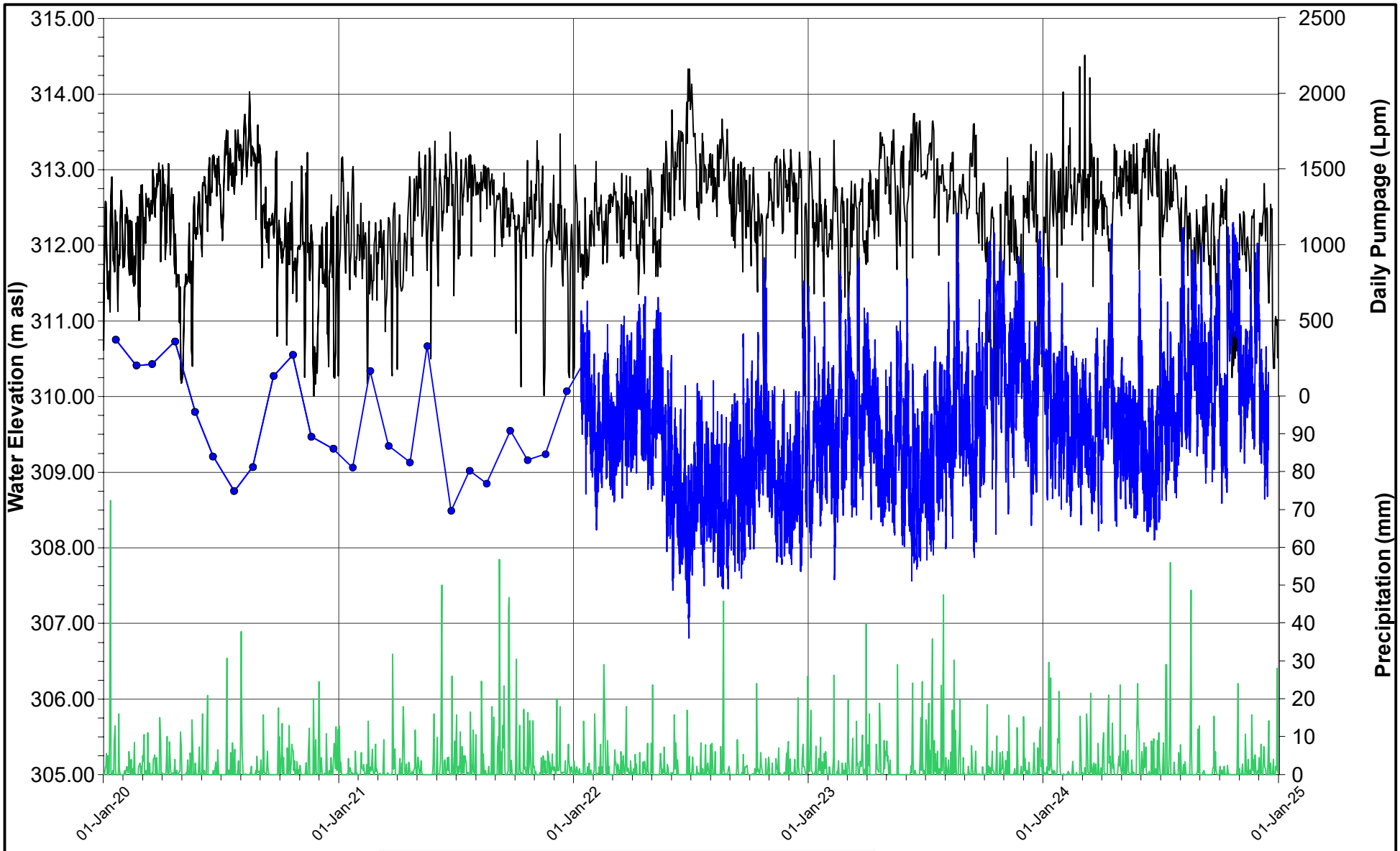

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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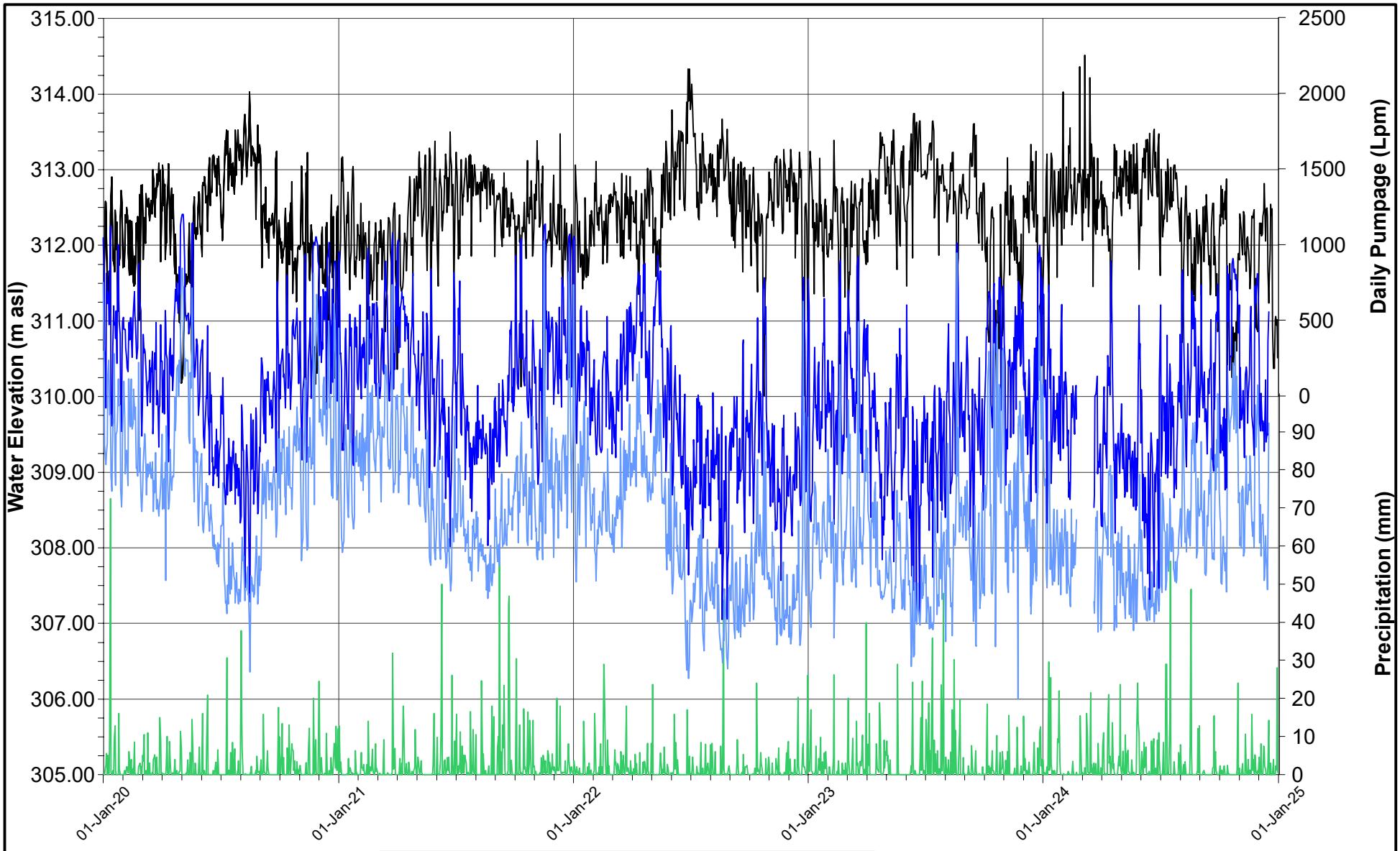

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

LOWER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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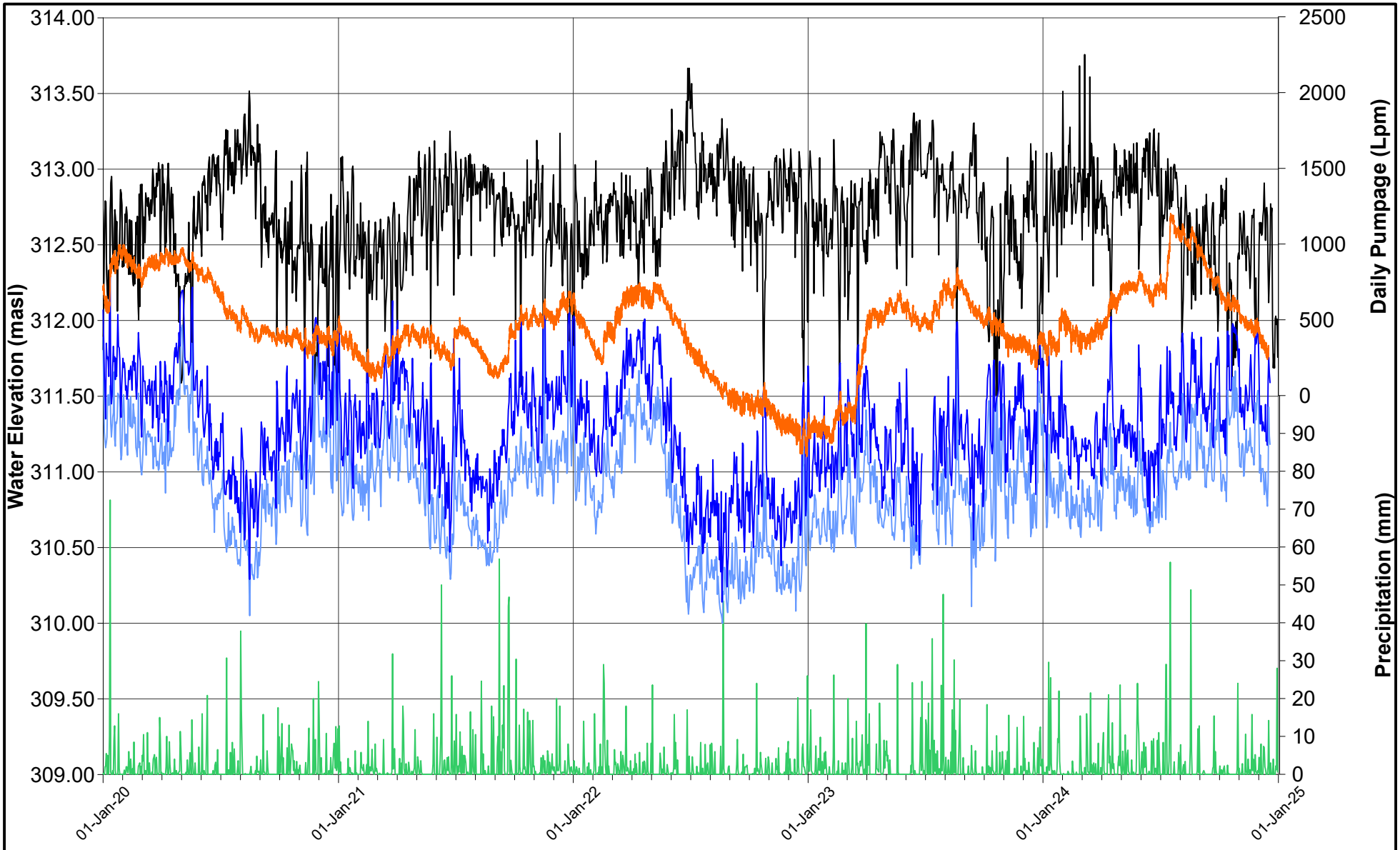


DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

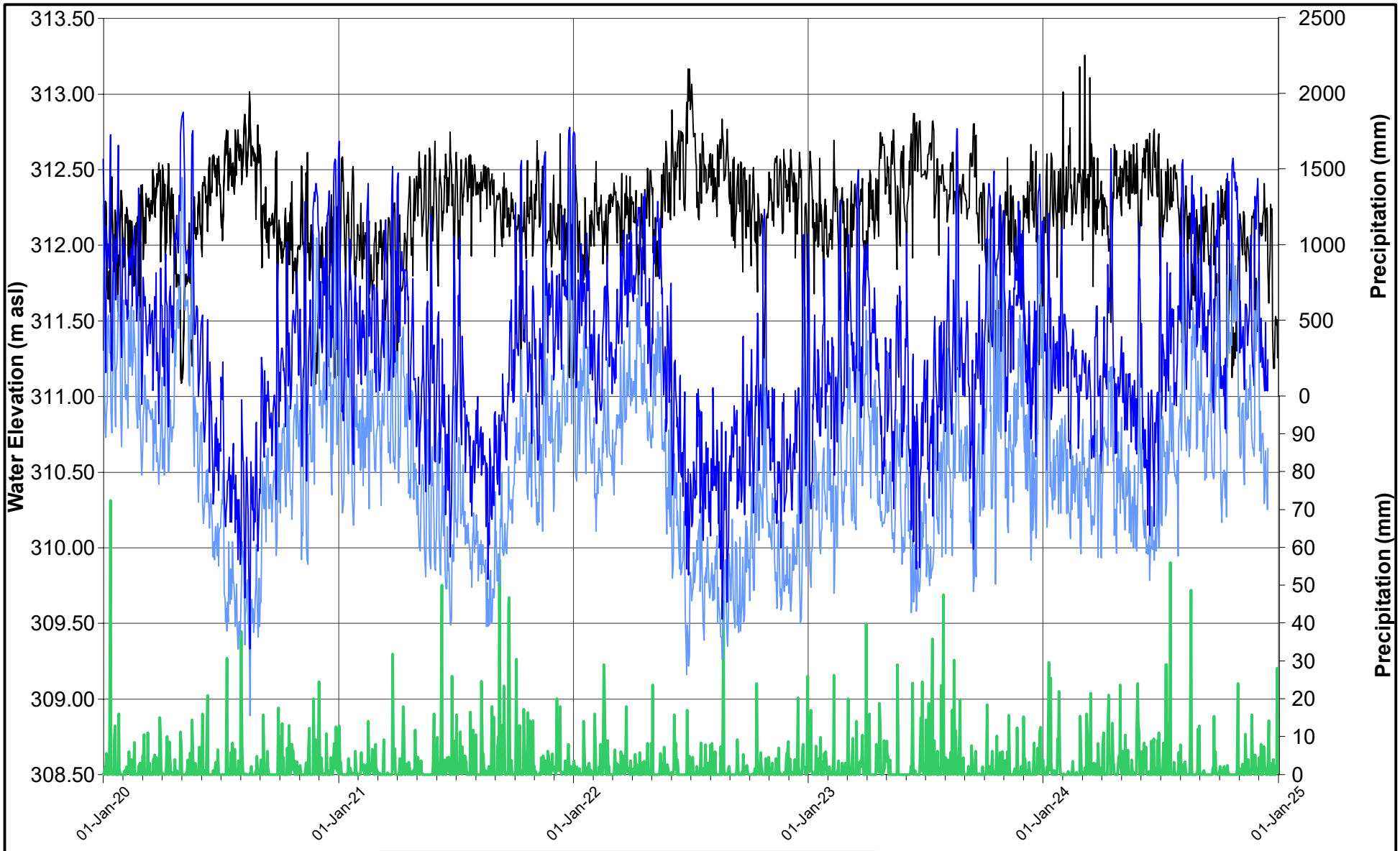
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D19



wsp

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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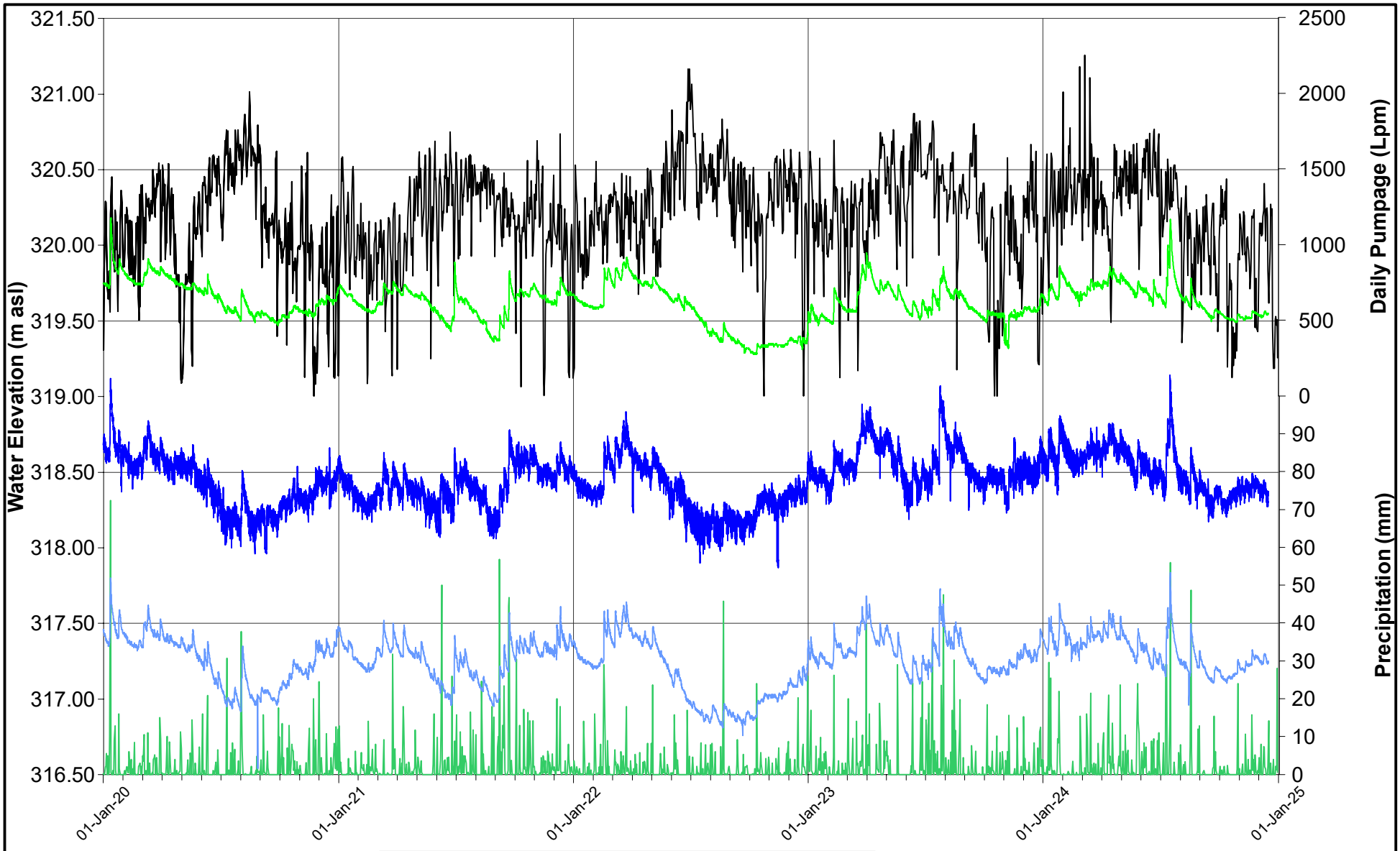

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
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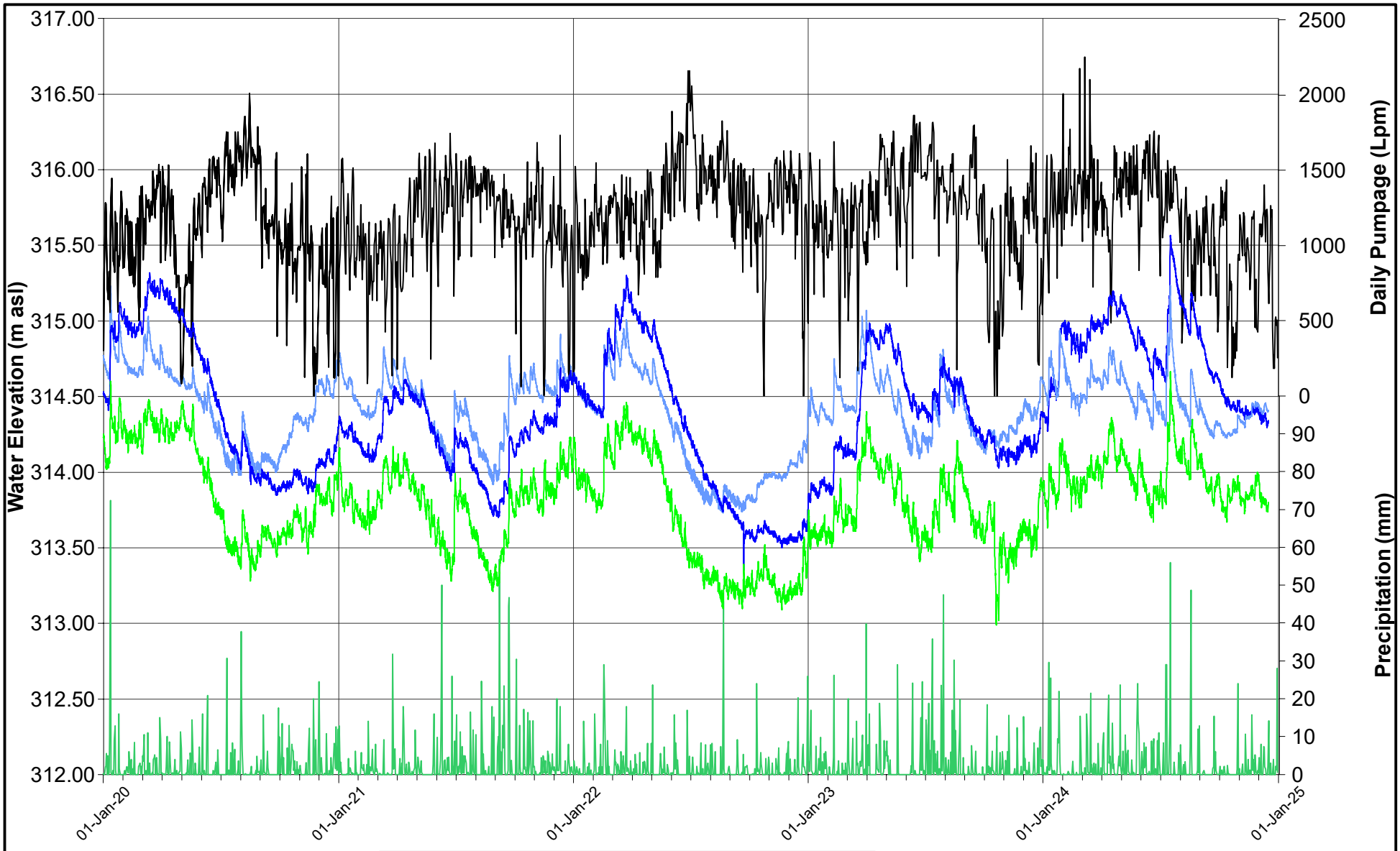


DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

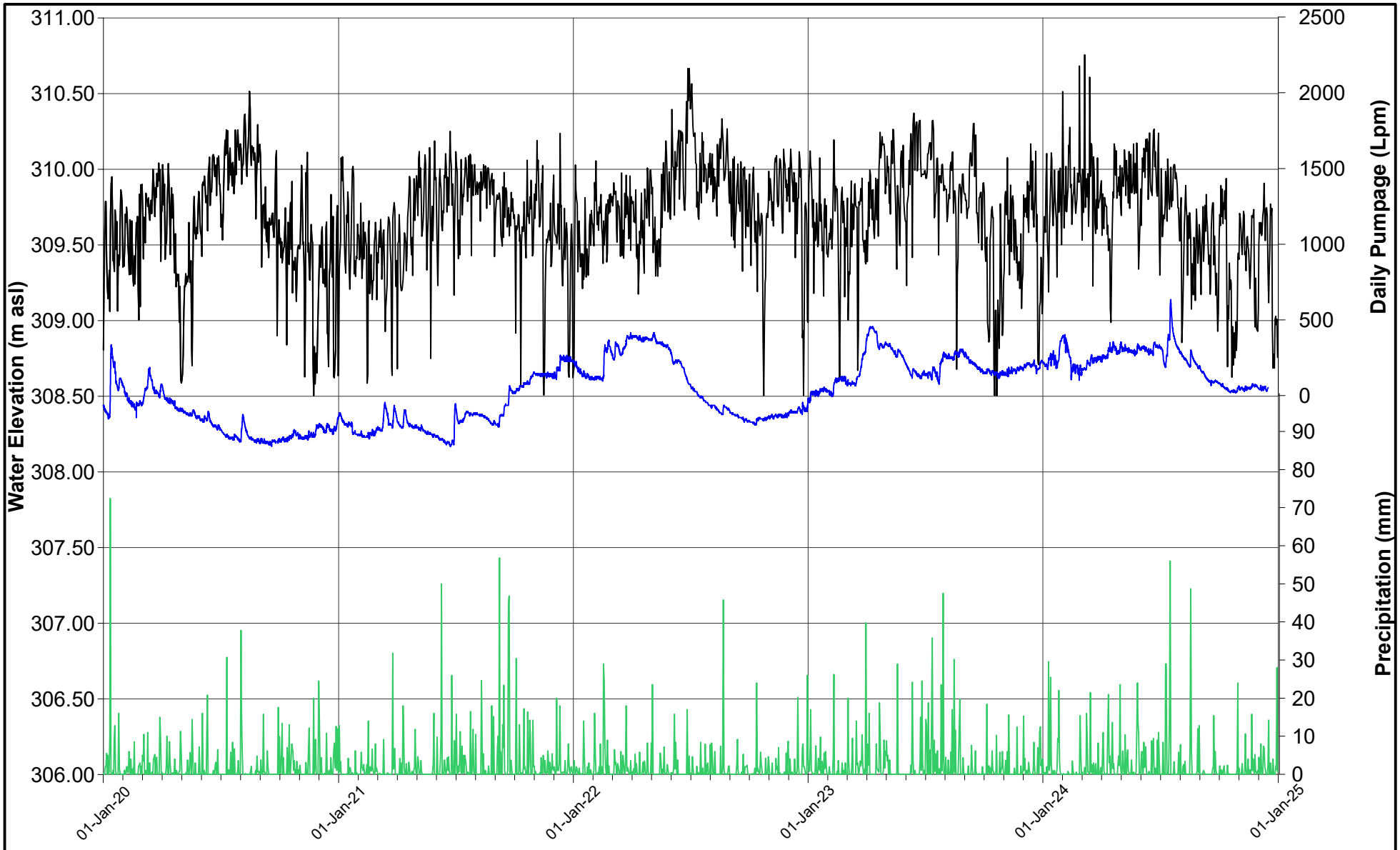
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D22



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
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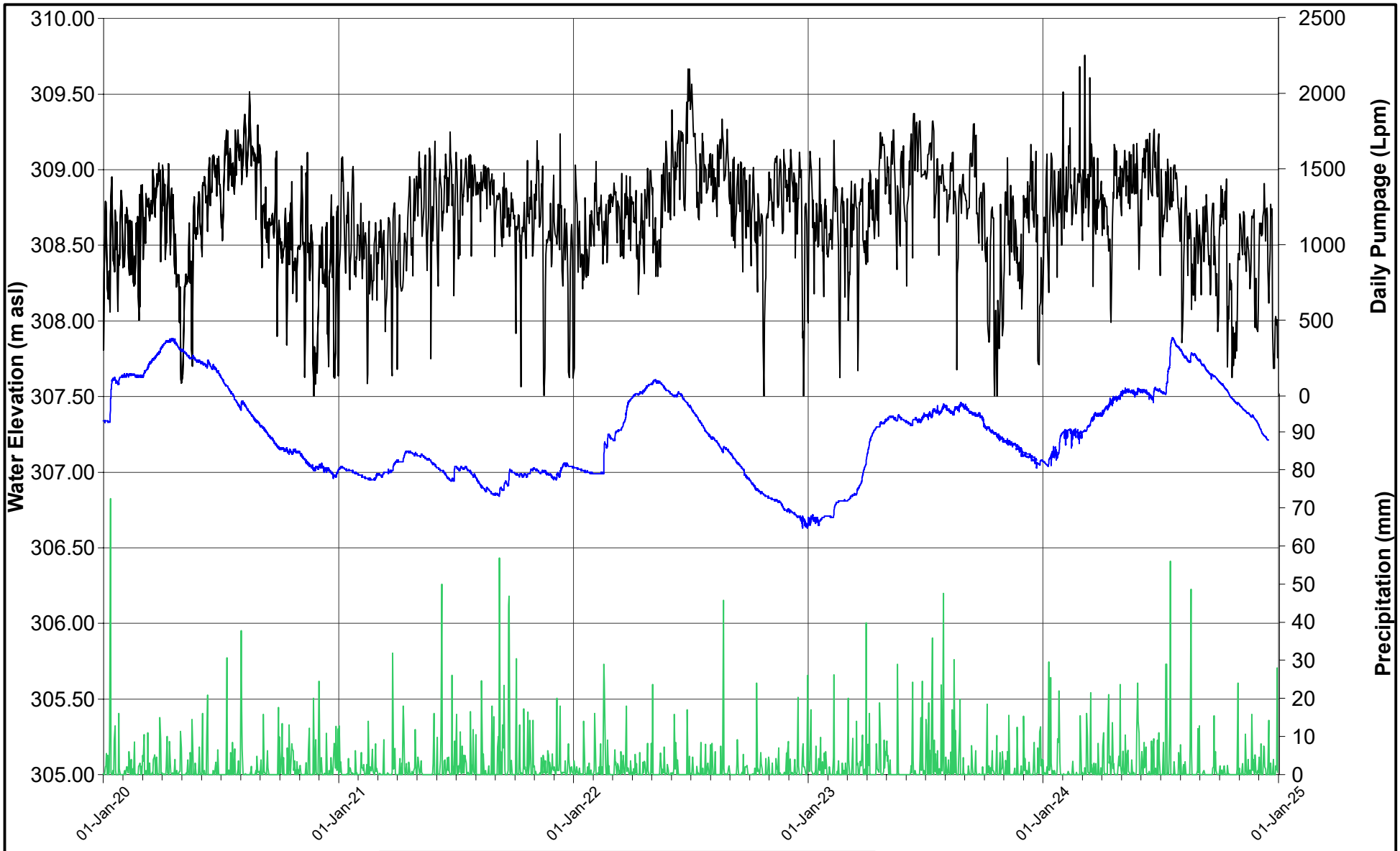

PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
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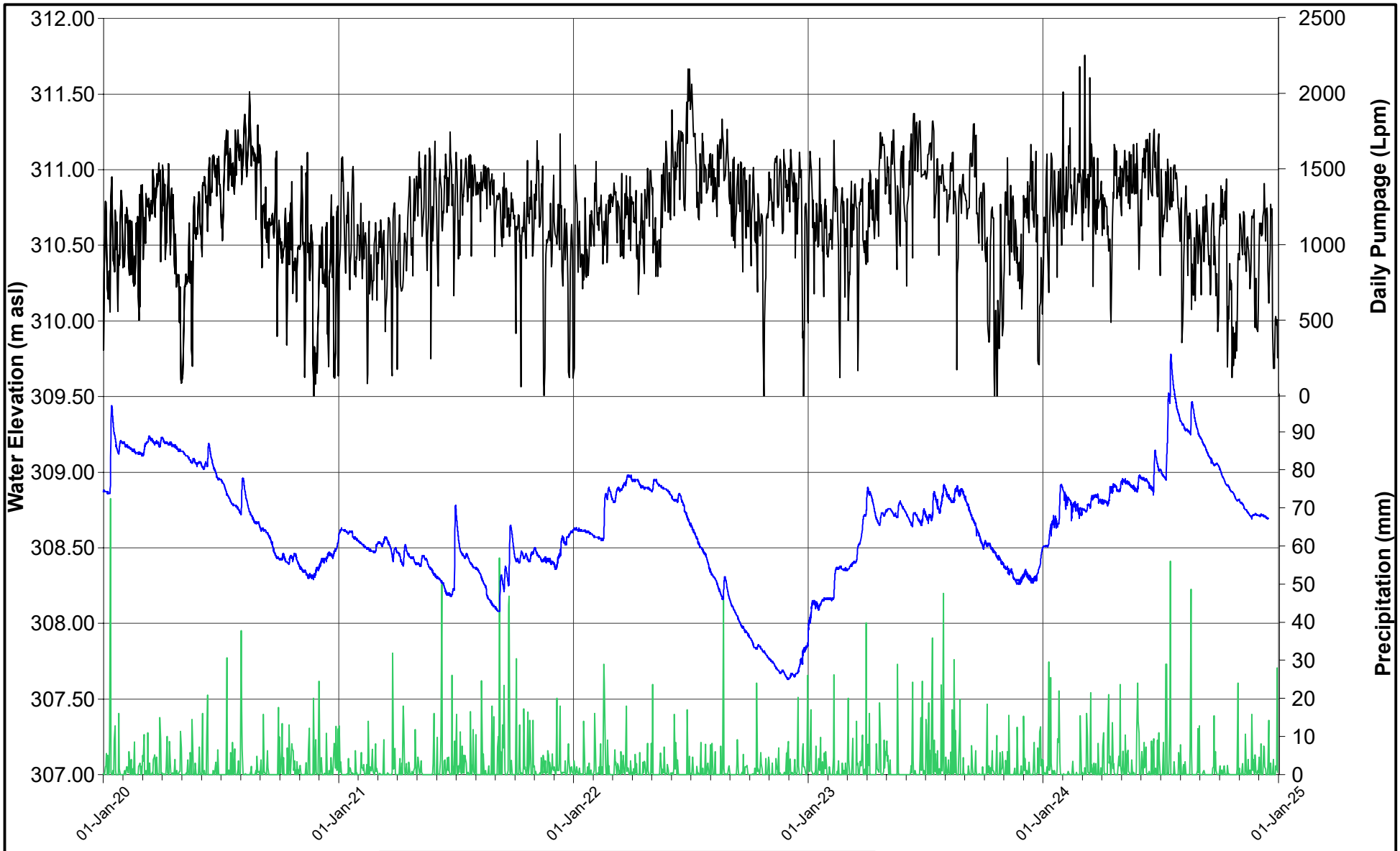


PROJECT

WHITE WOLF PROPERTY MANAGEMENT

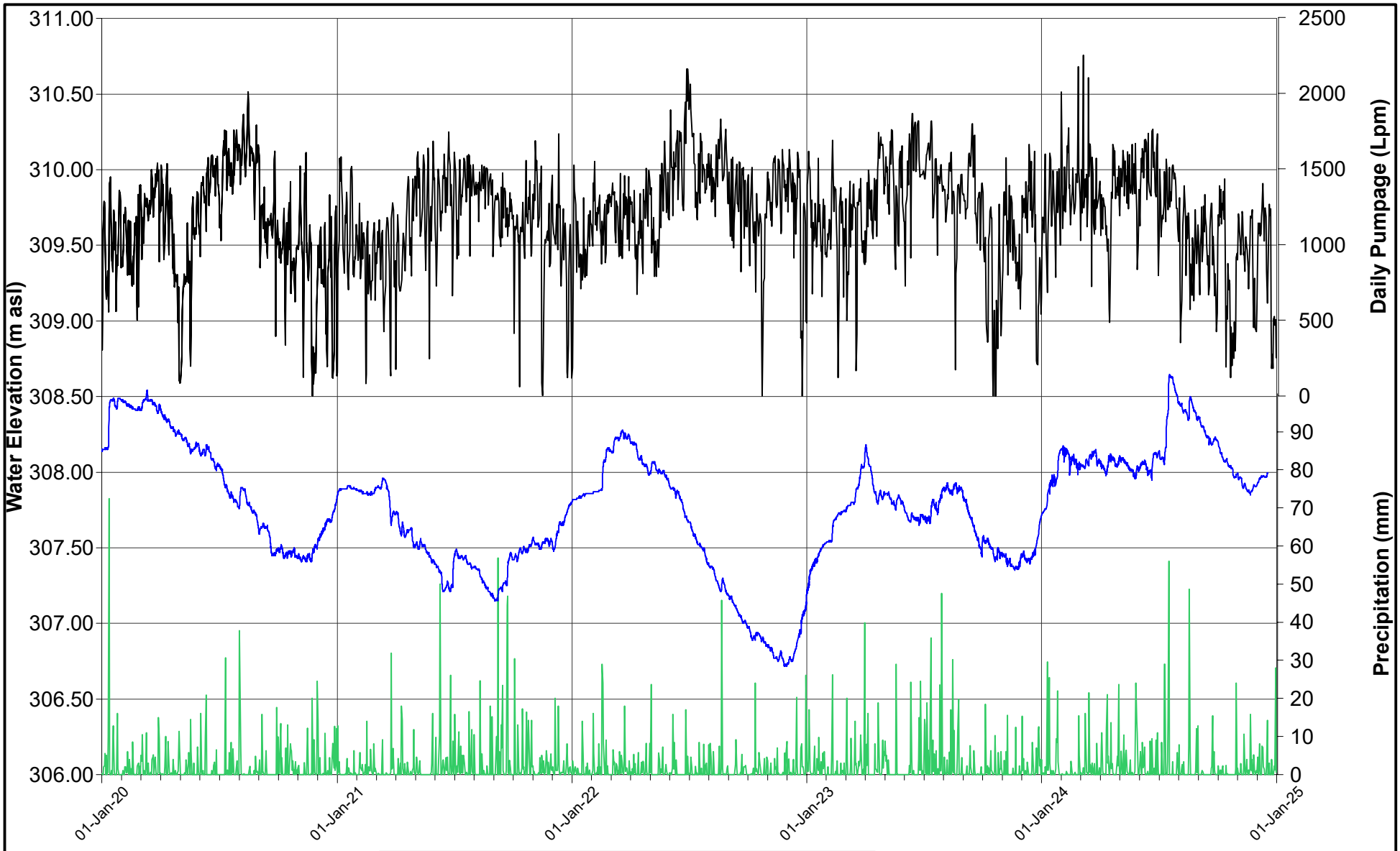
Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D25



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

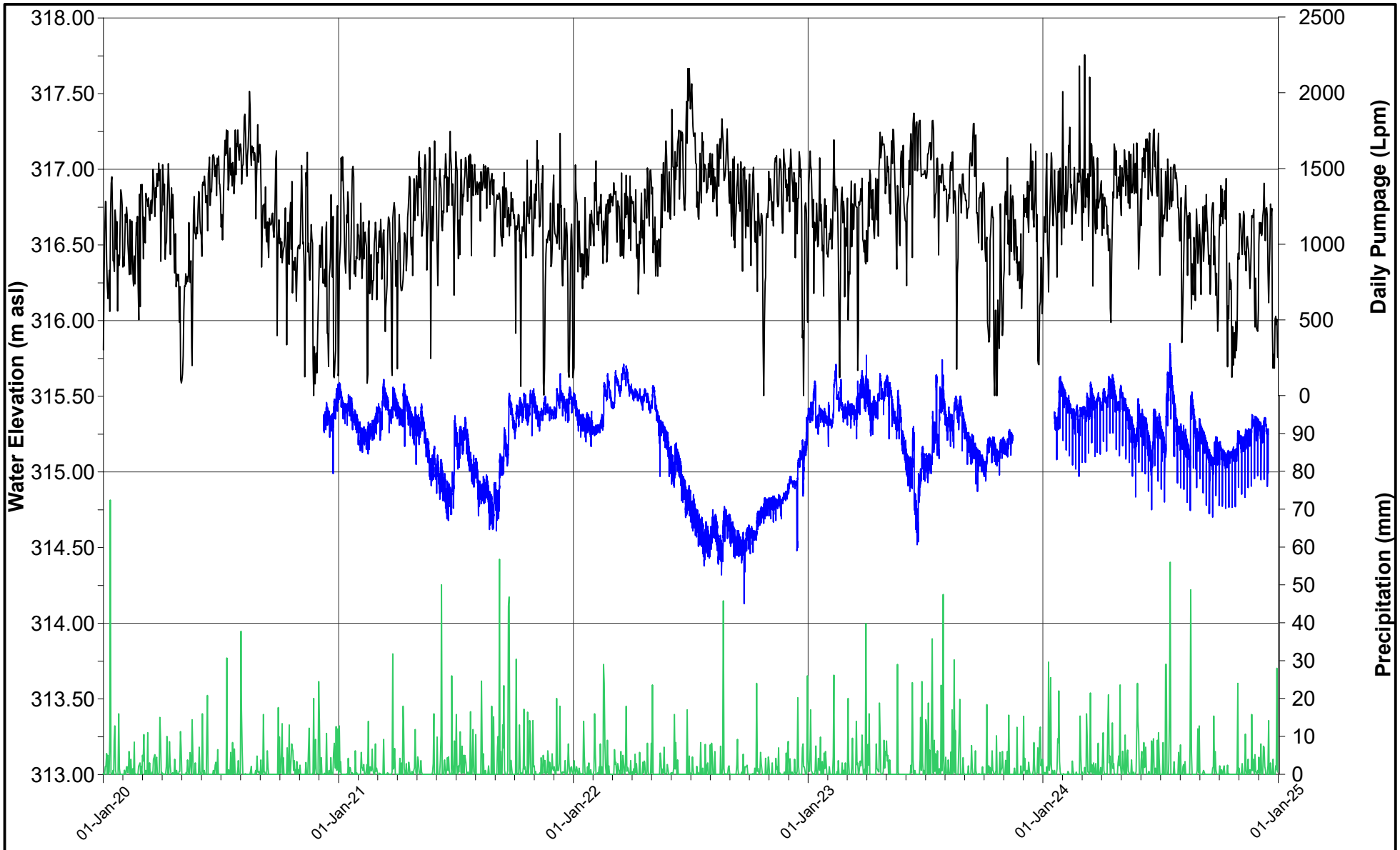
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D26



Datalogger failed November 2023, and was replaced January 2024

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

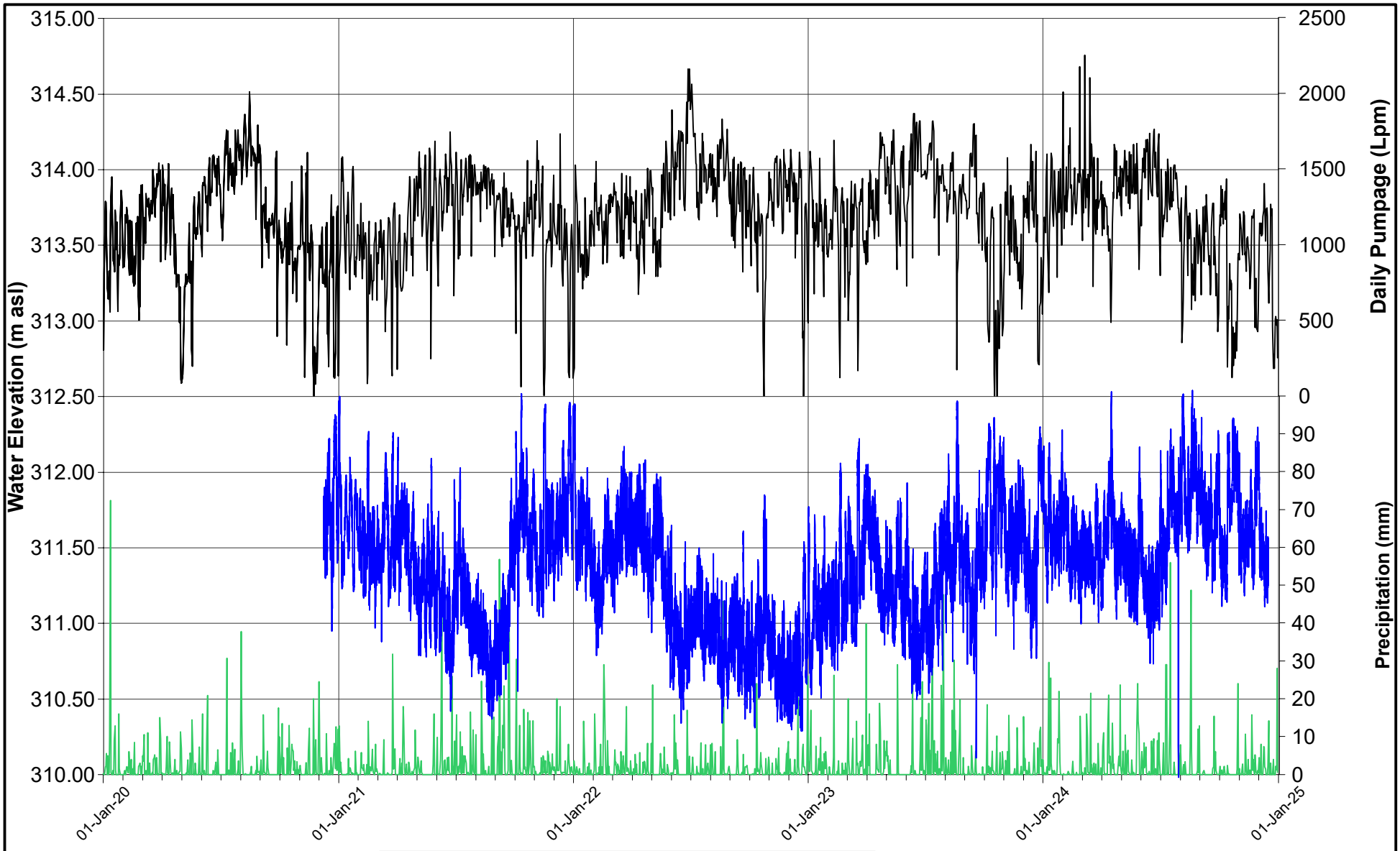
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D27

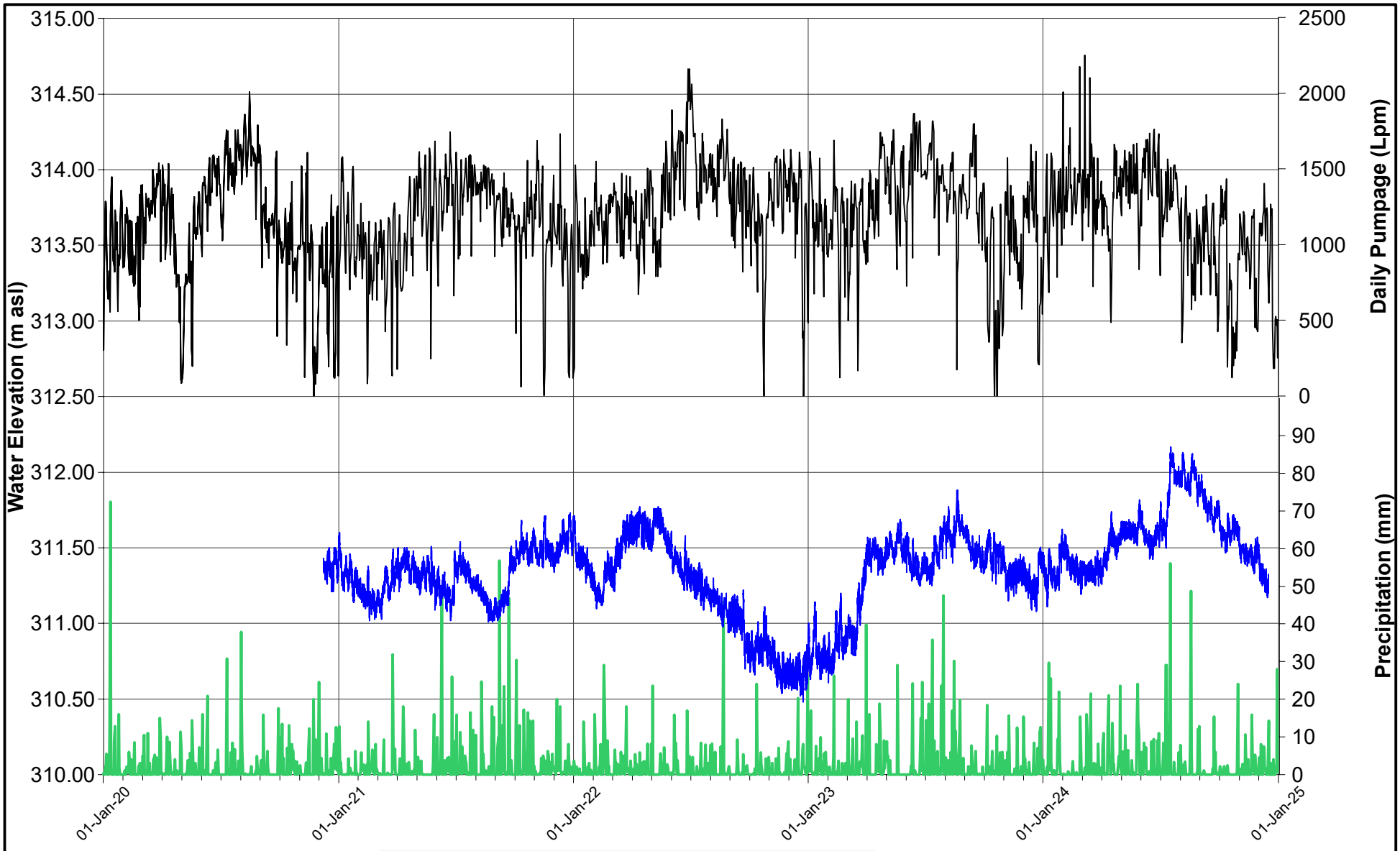


PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D28



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

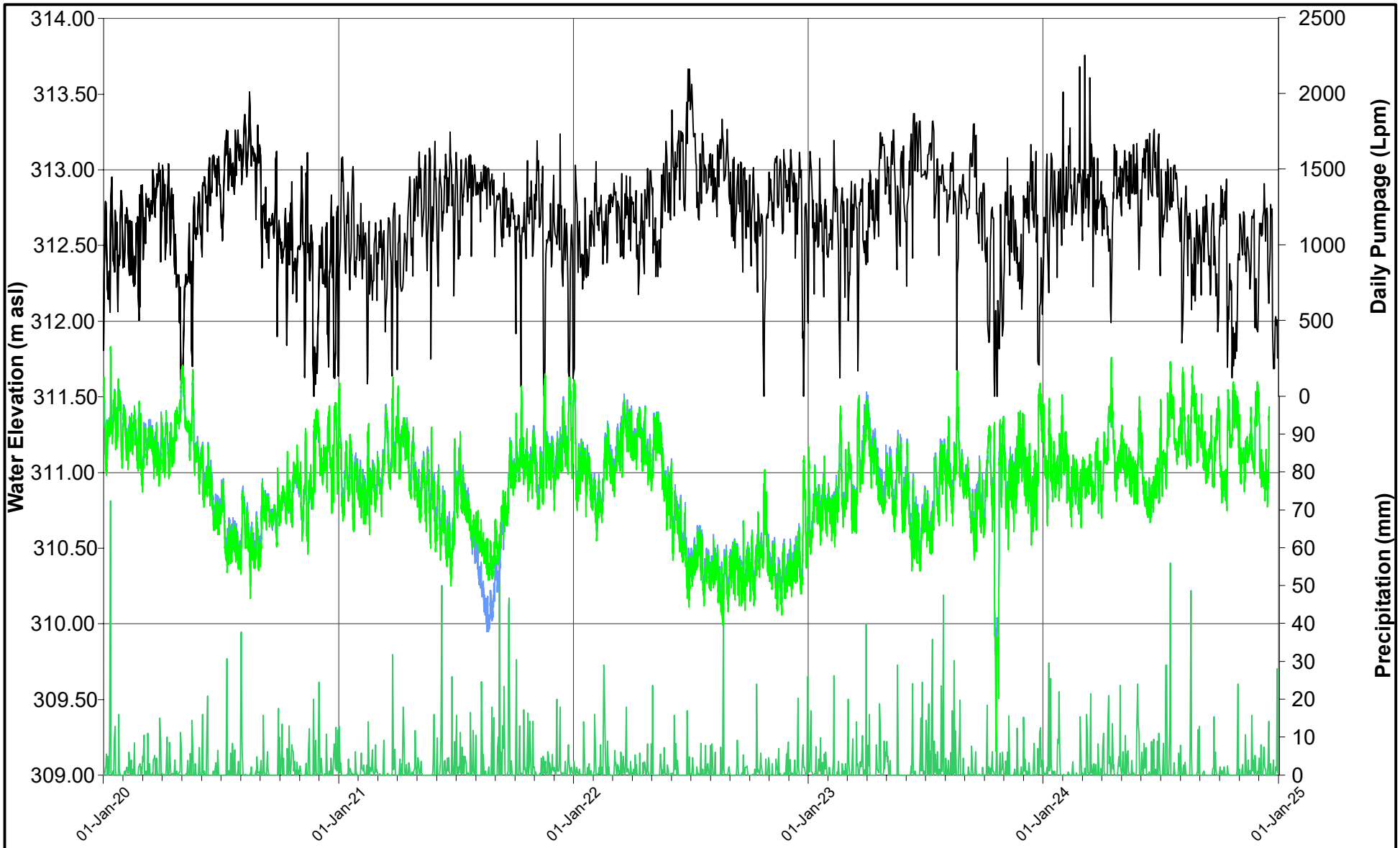
Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D29

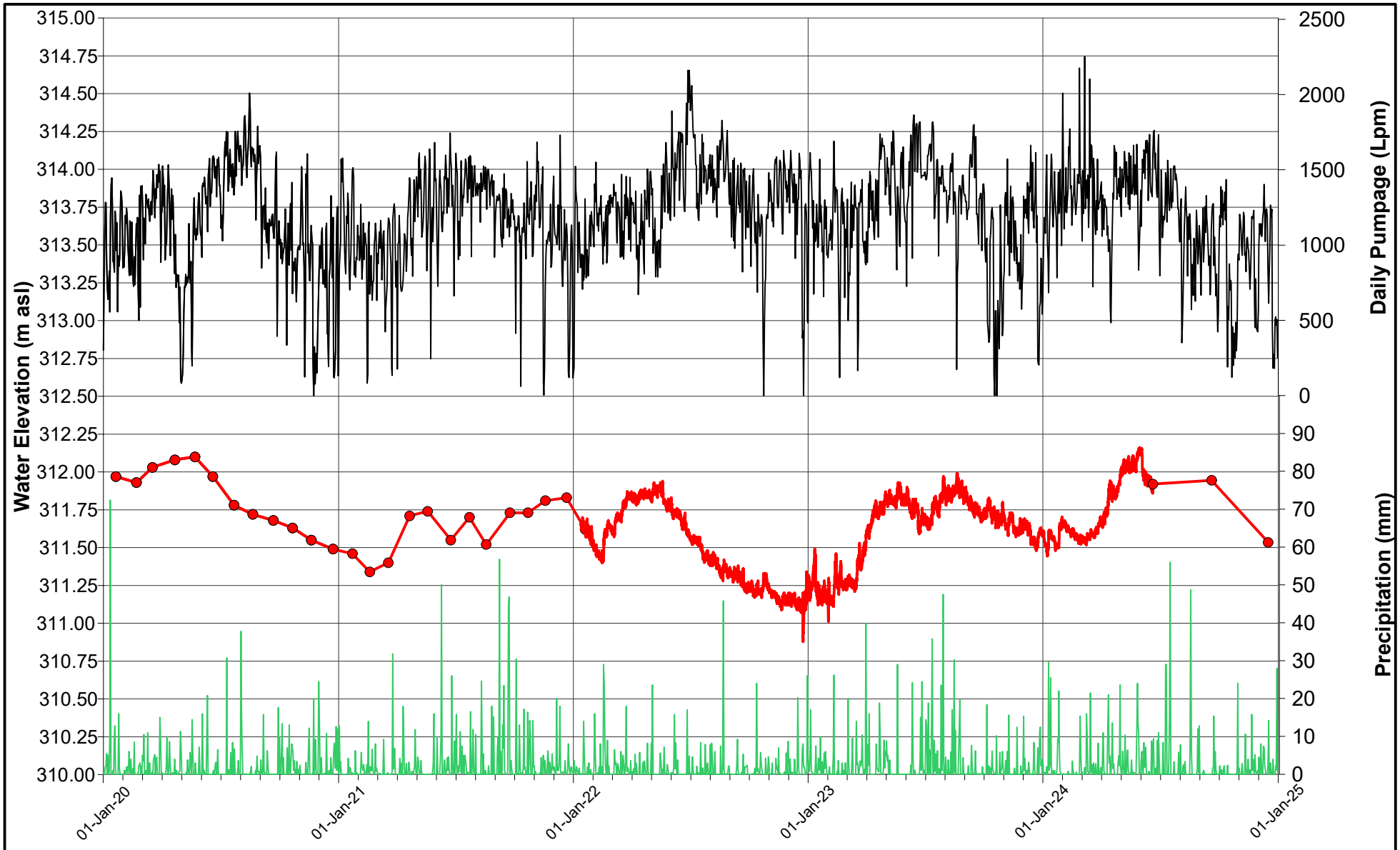


PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D30



Note: Data Logger Failed June 2024 and replaced December 2024

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

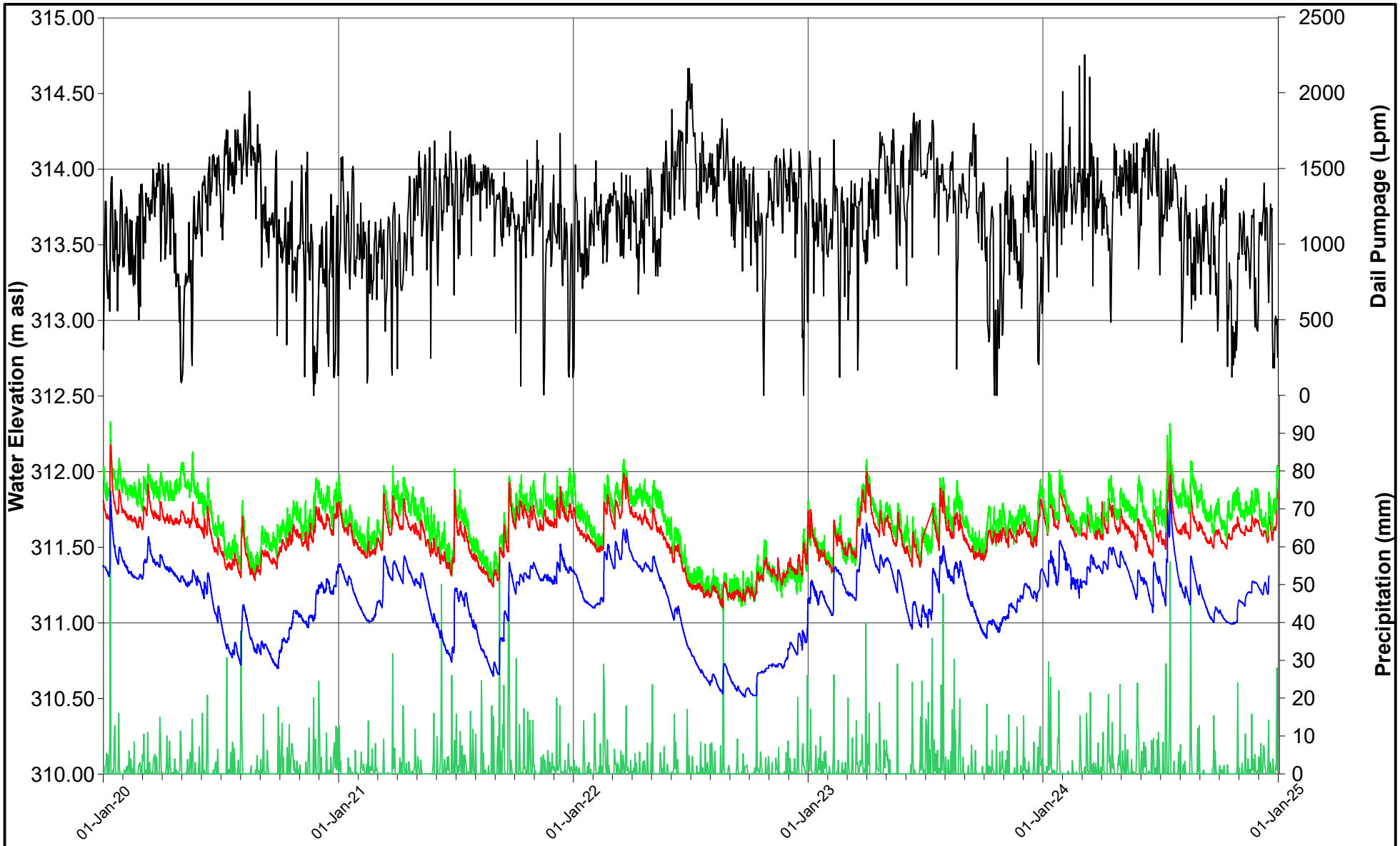
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

UPPER BEDROCK HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D31



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

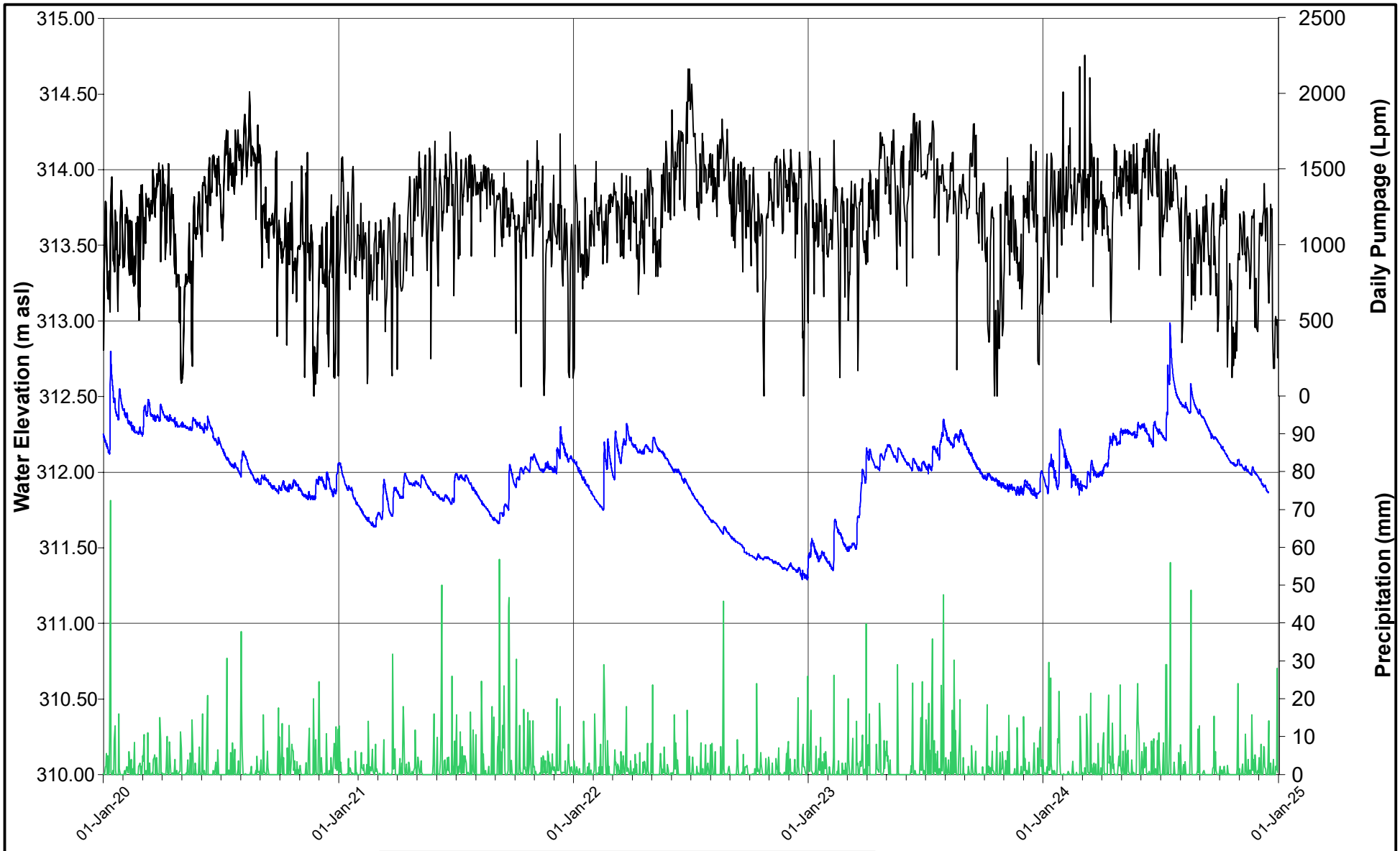
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

OVERBURDEN HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D32



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

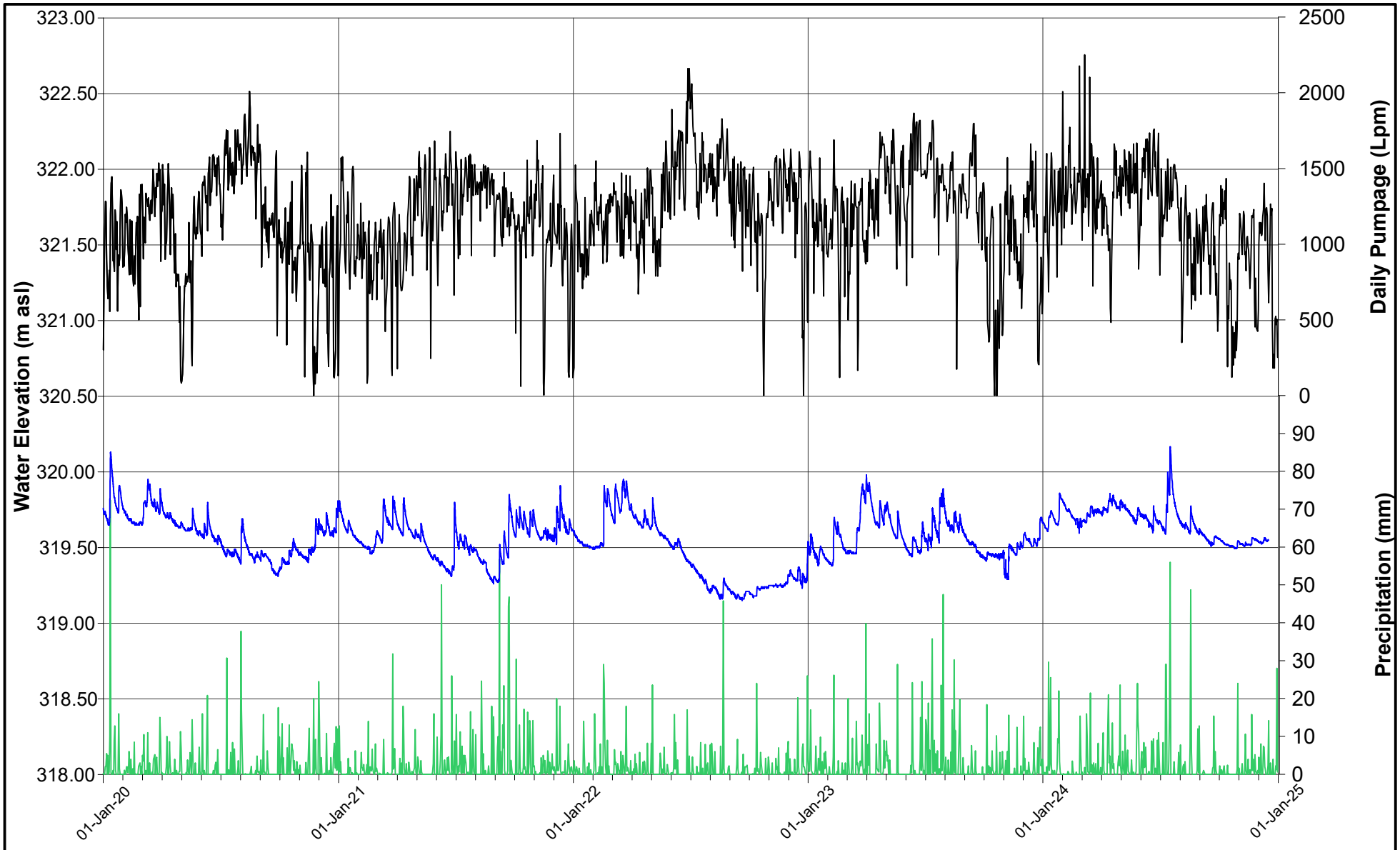
Town of Aberfoyle, Ontario

TITLE

OVERBURDEN HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D33



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

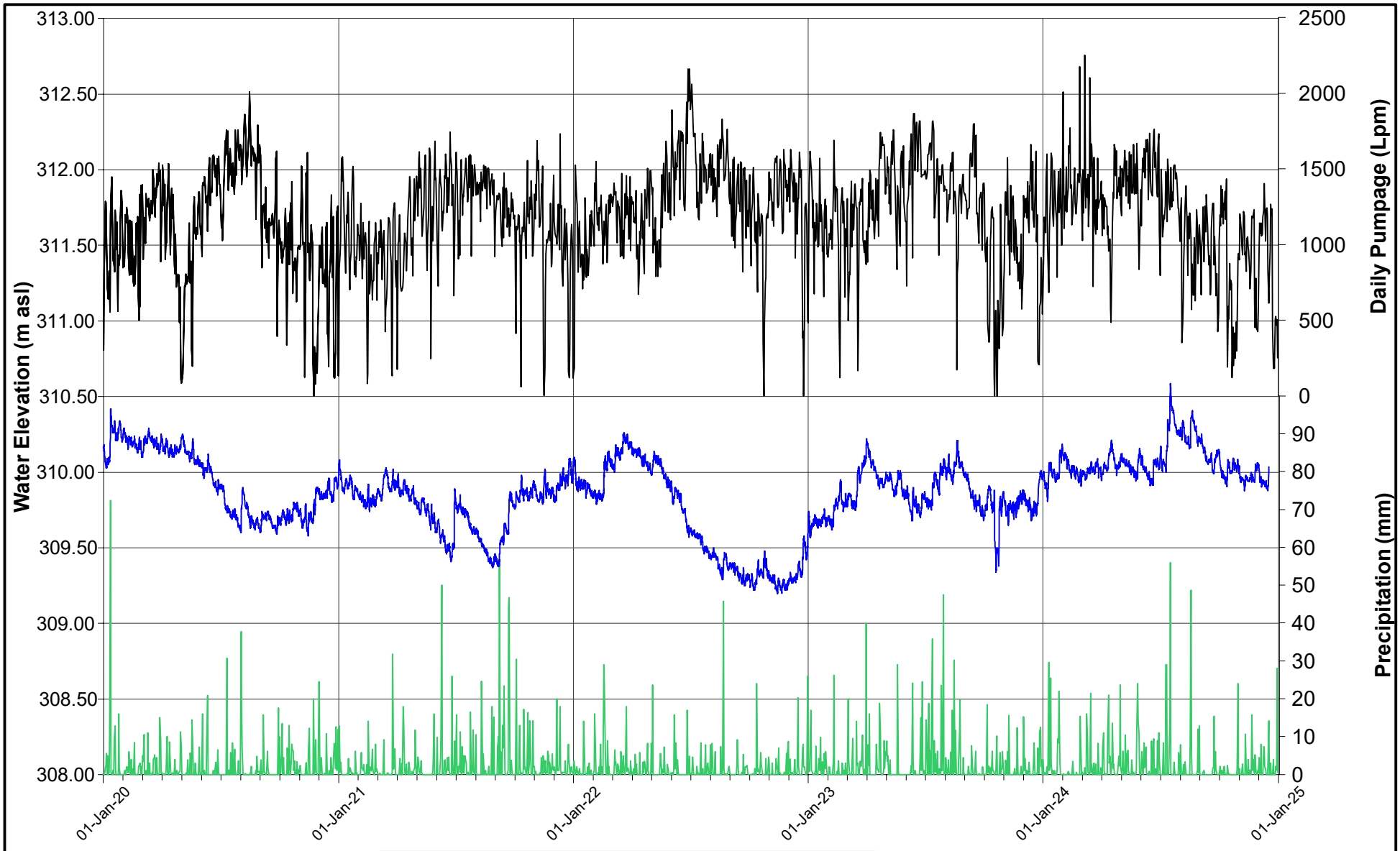
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

OVERBURDEN HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D34



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

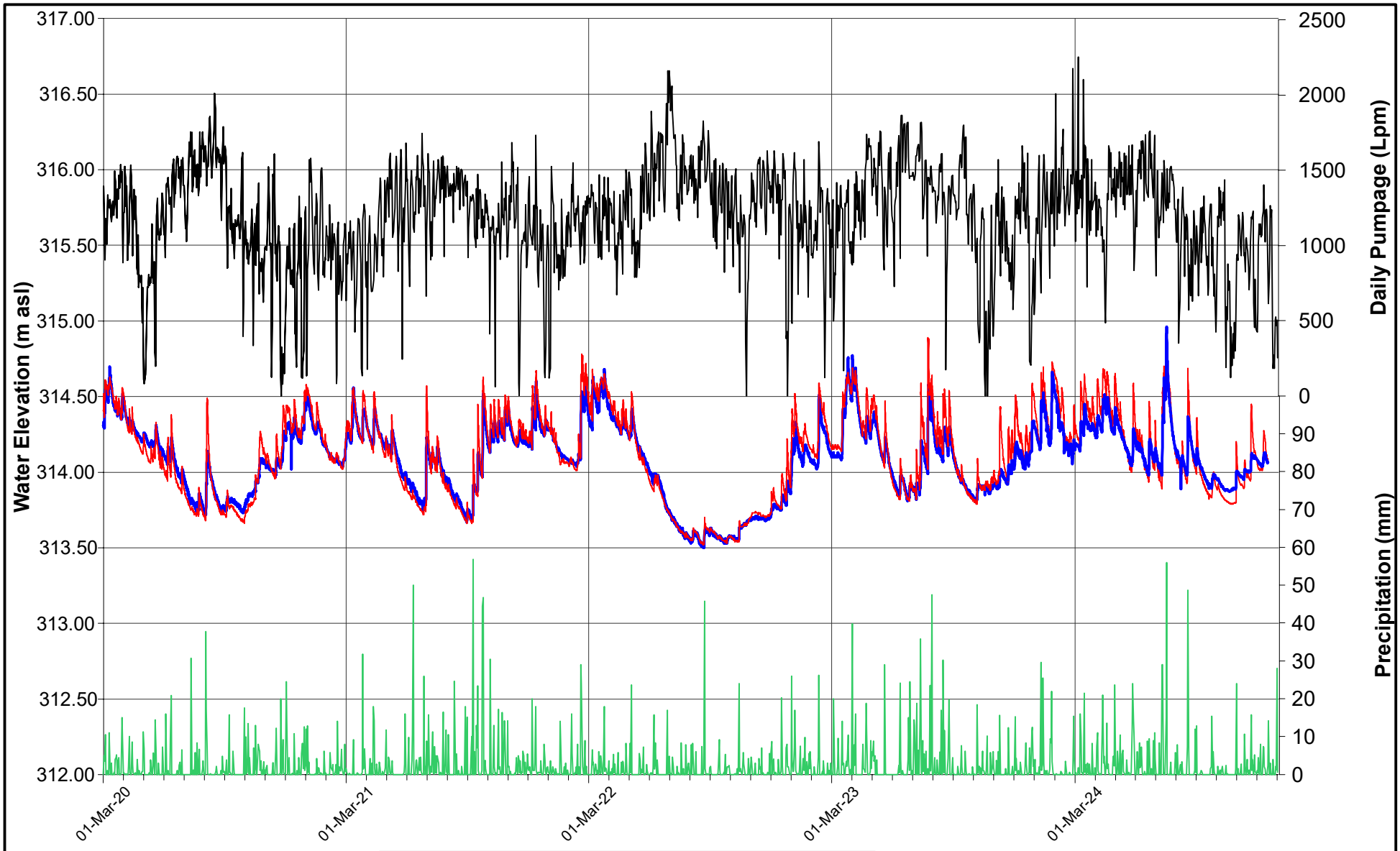
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

OVERBURDEN HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D35



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

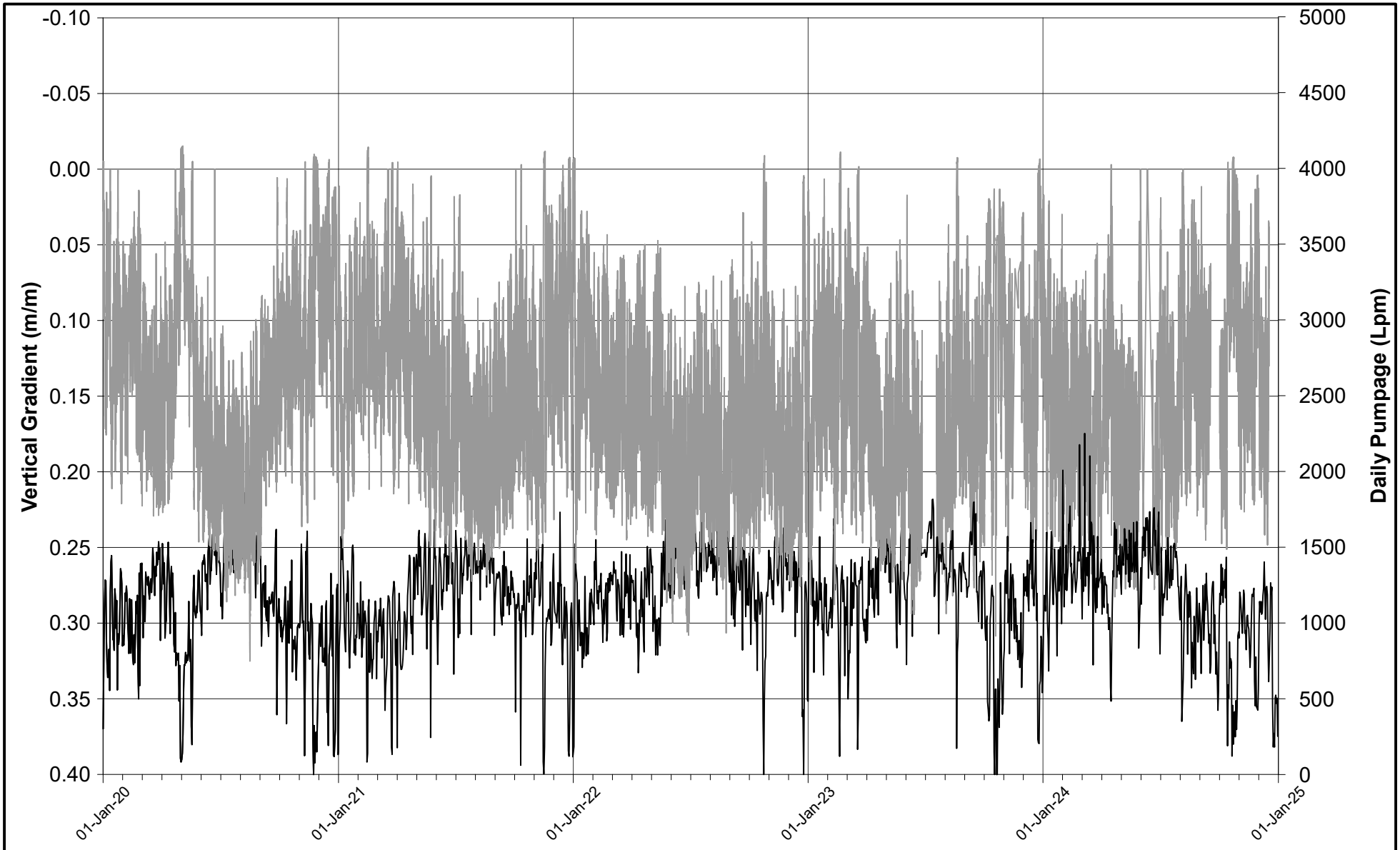
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

OVERBURDEN HYDROGRAPHS
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D36



Note: Vertical gradient between MW2C-07 and MW2A-07

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

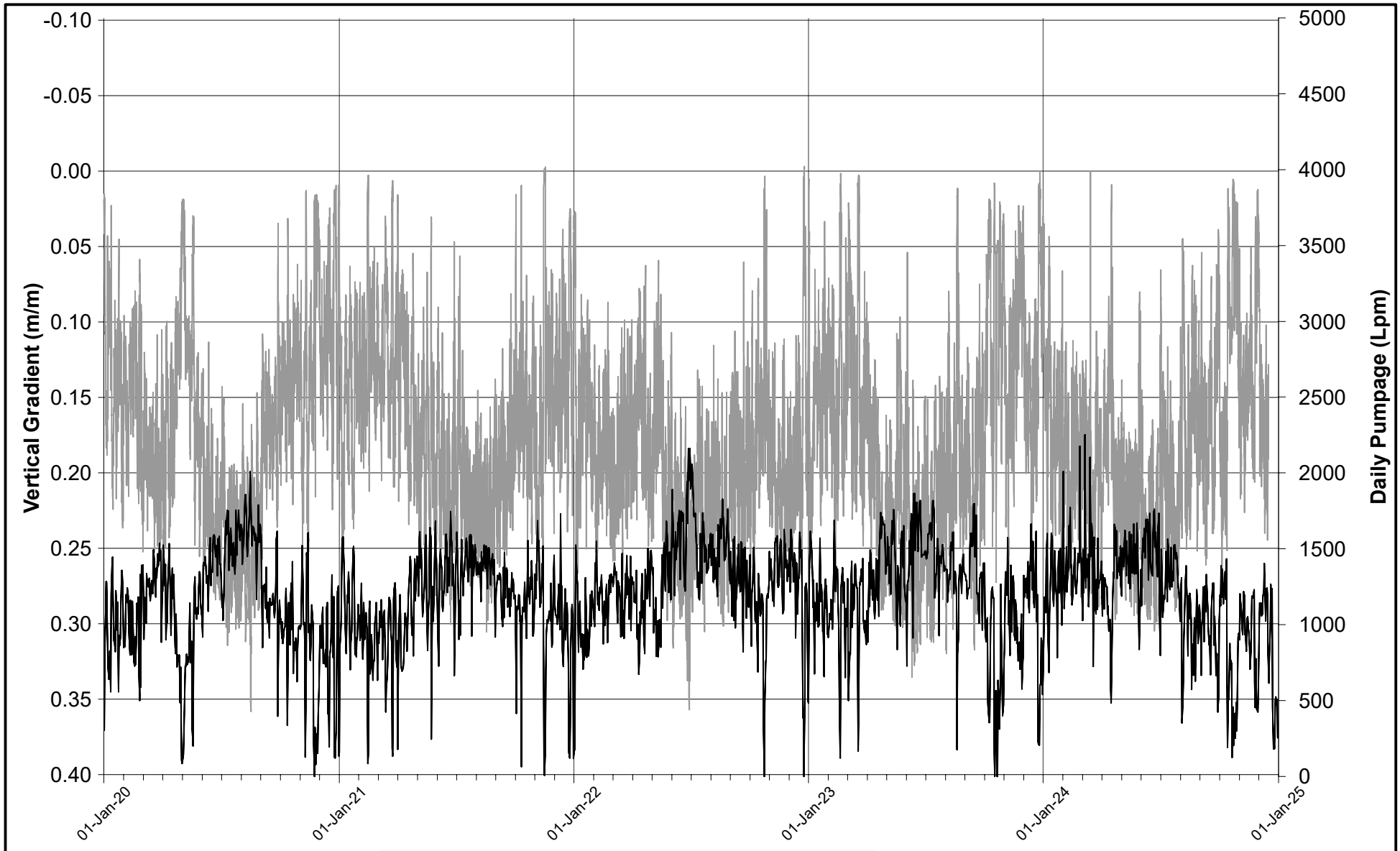
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MW2-07 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D37



Note: Vertical gradient between MW4B-07 and MW4A-07

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

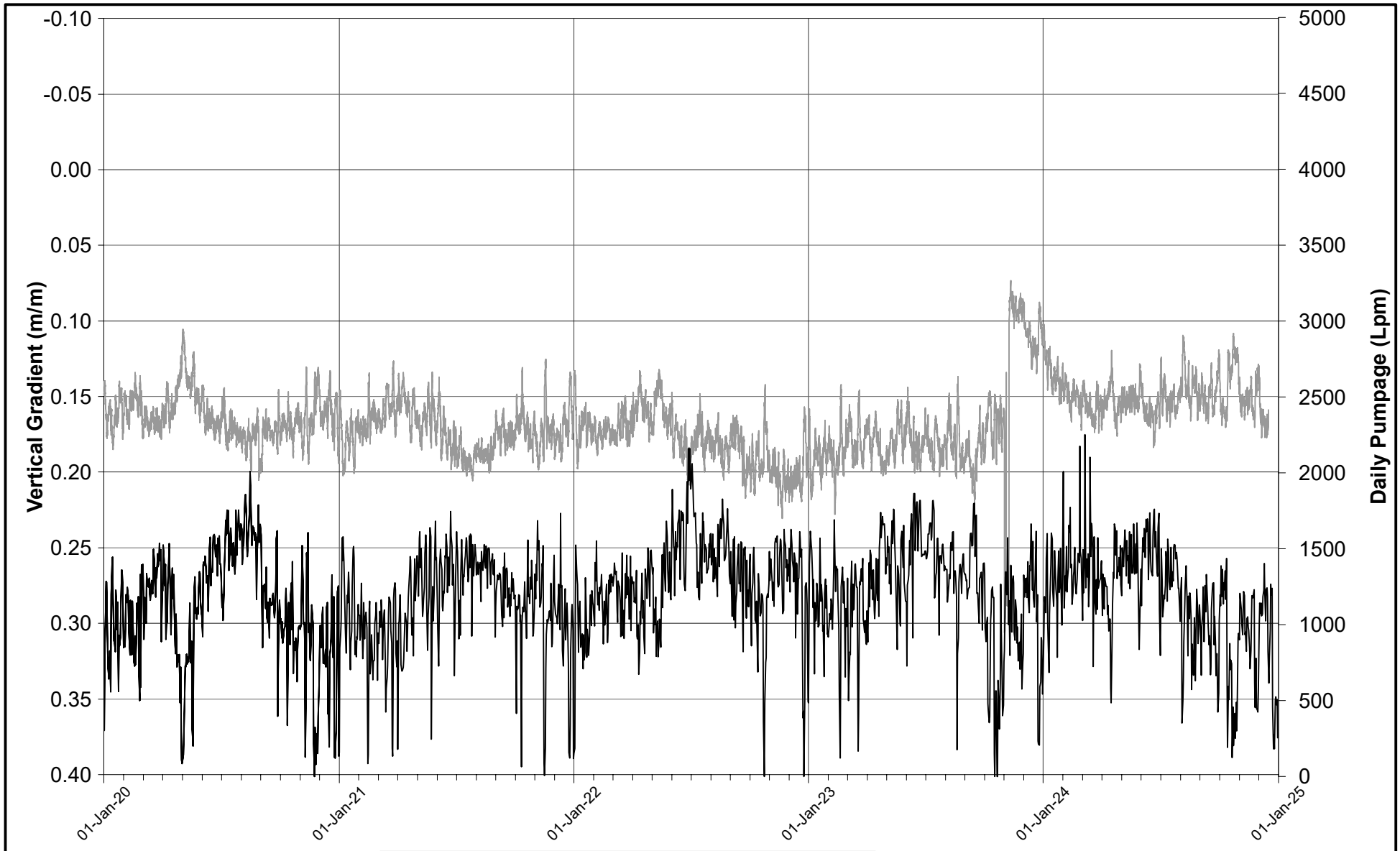
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MW4-07 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D38



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

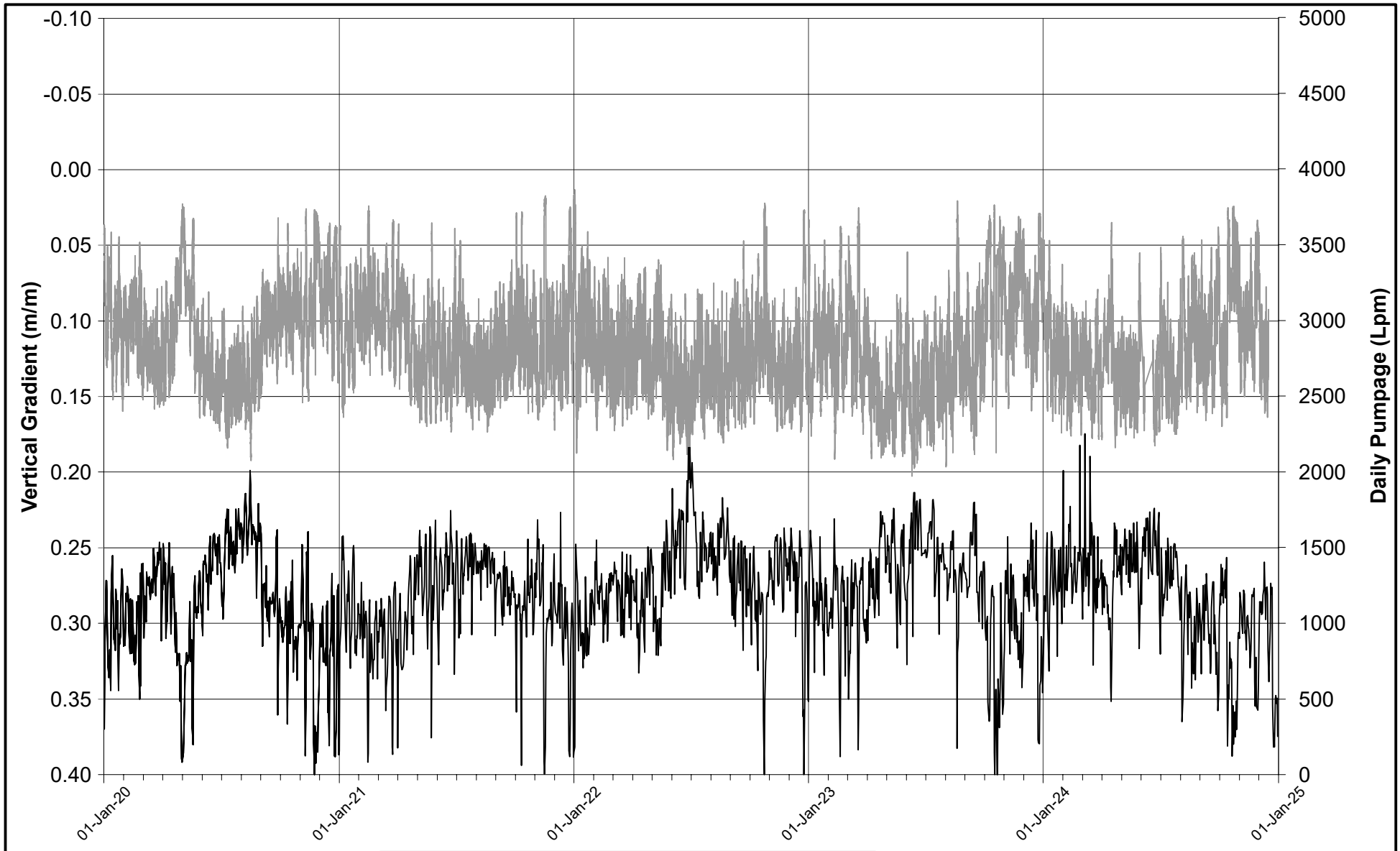
Town of Aberfoyle, Ontario

TITLE

MW6-08 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D39



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

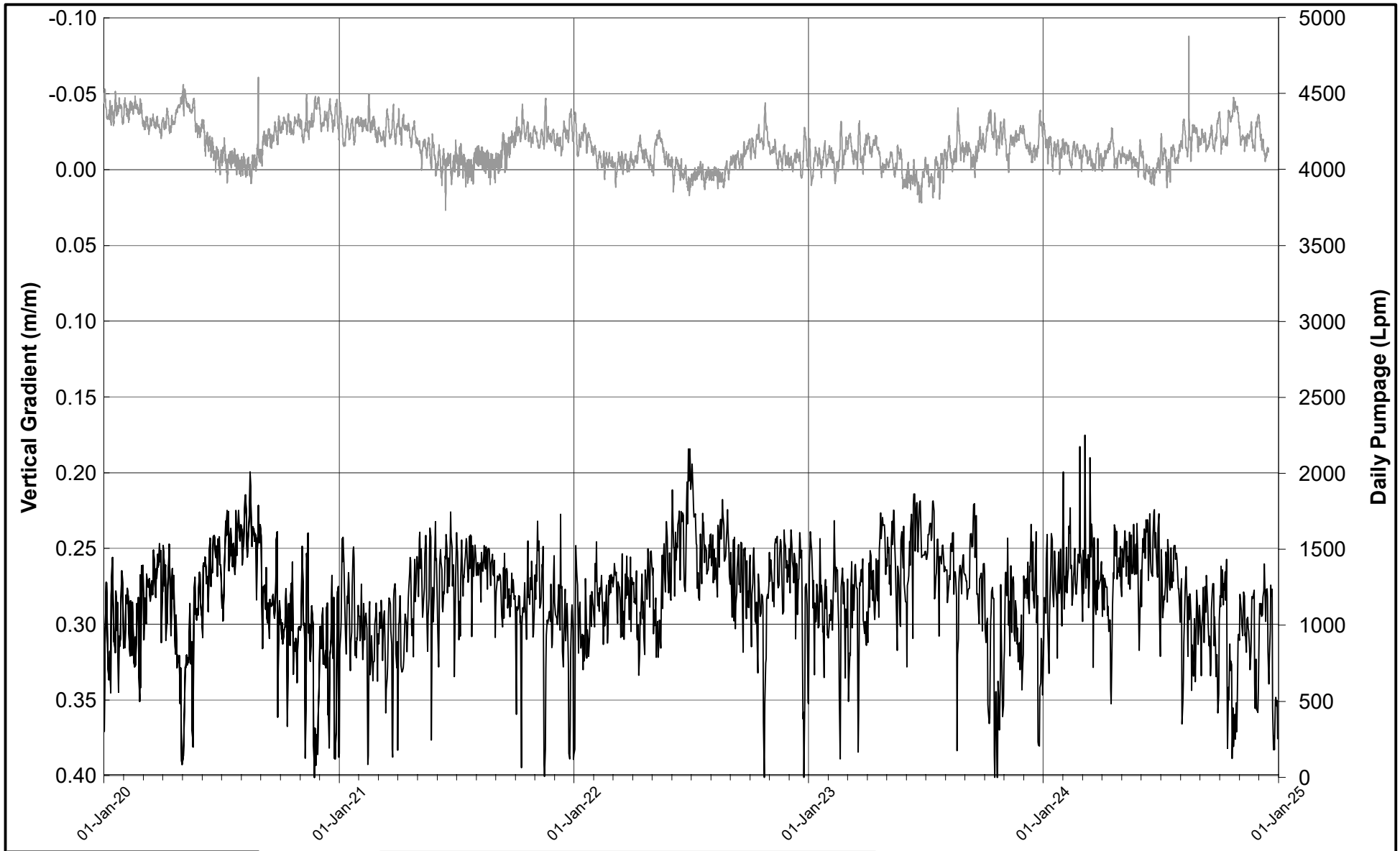
Town of Aberfoyle, Ontario

TITLE

MW7-08 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D40



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

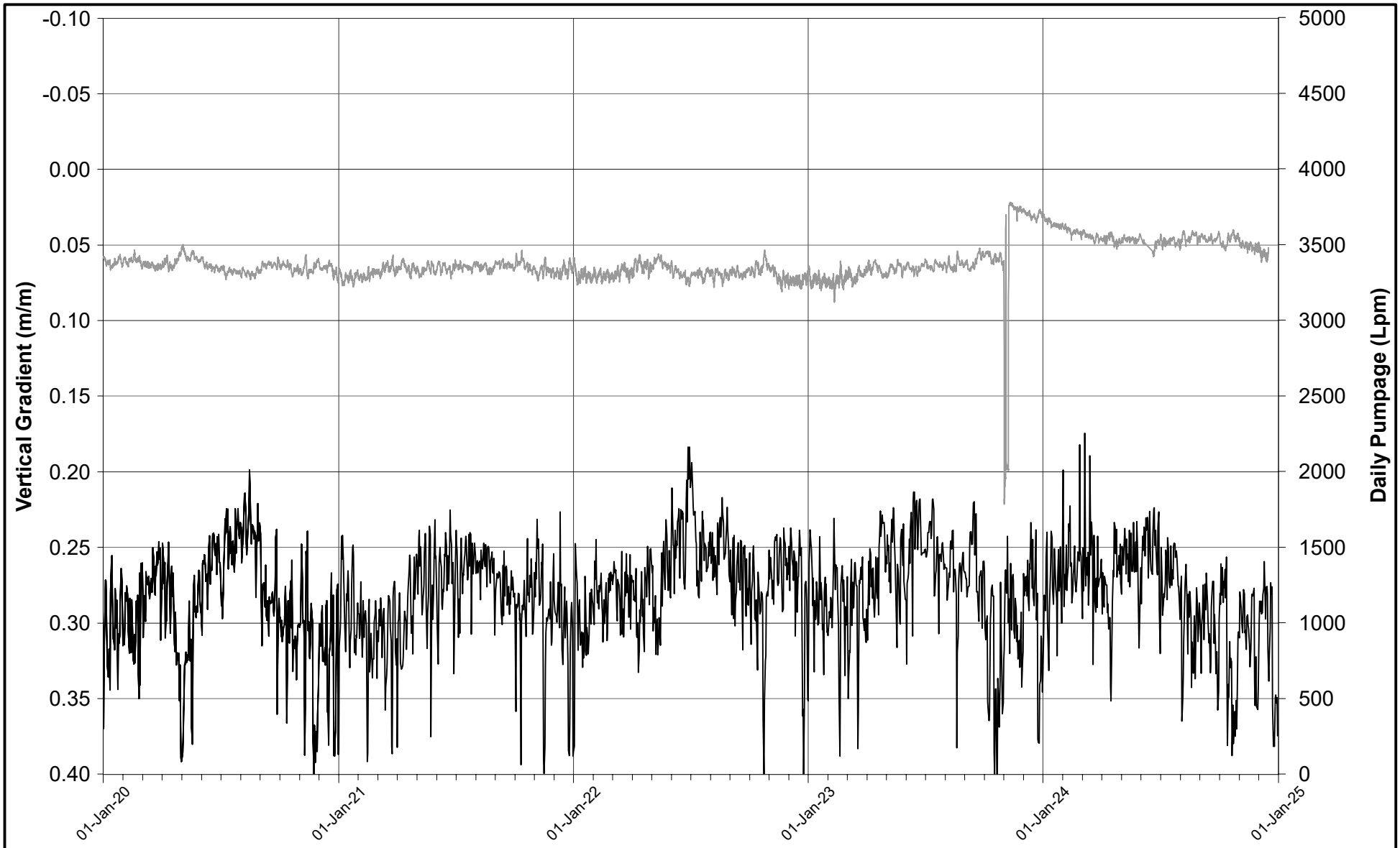
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MW8-08 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D41



Note: Vertical gradient between MW10B-09 and MW10C-09

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

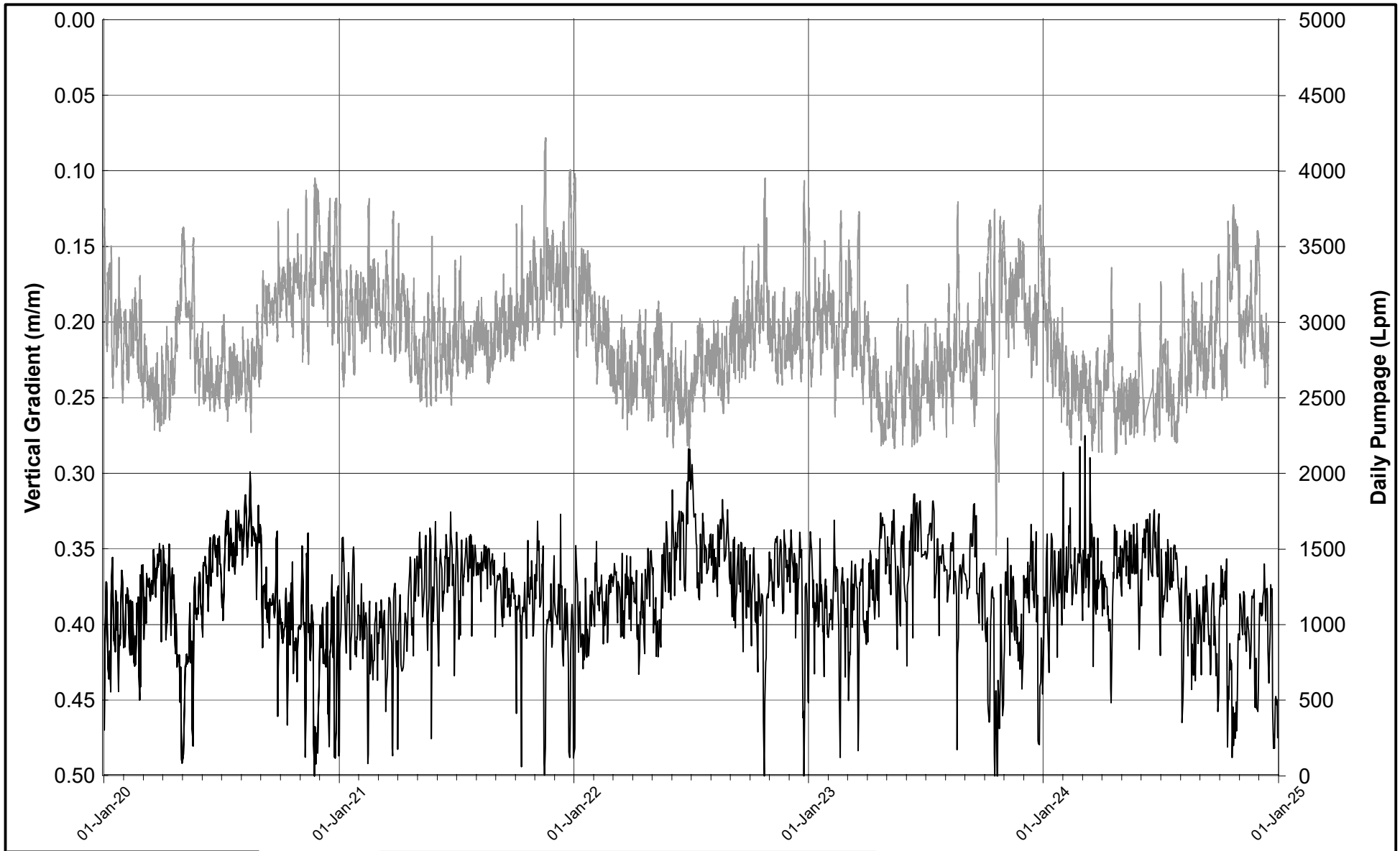
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MW10-09 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D42



Note: Vertical gradient between MW14C-11 and MW14A-11.

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

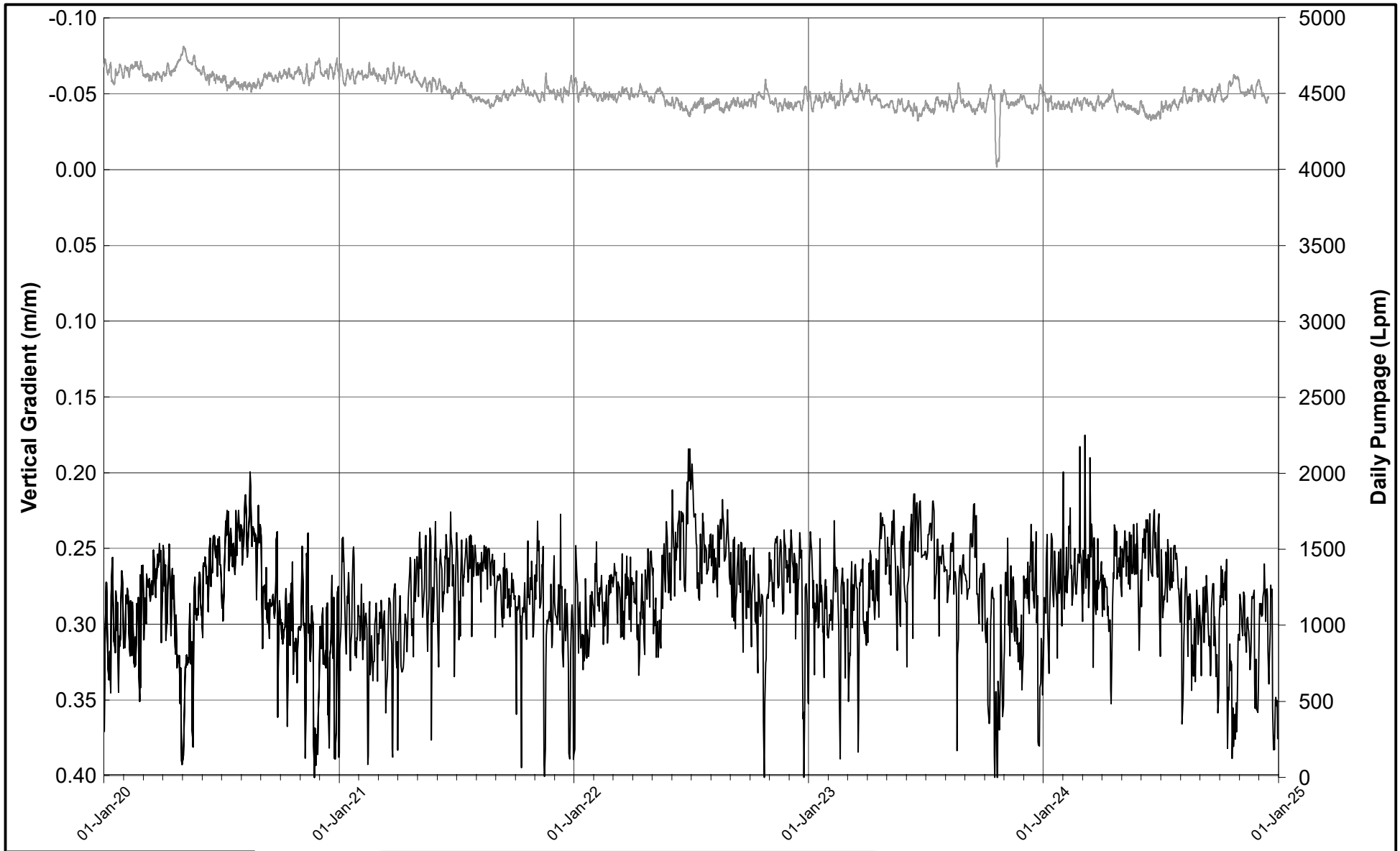
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MW14-11 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D43



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

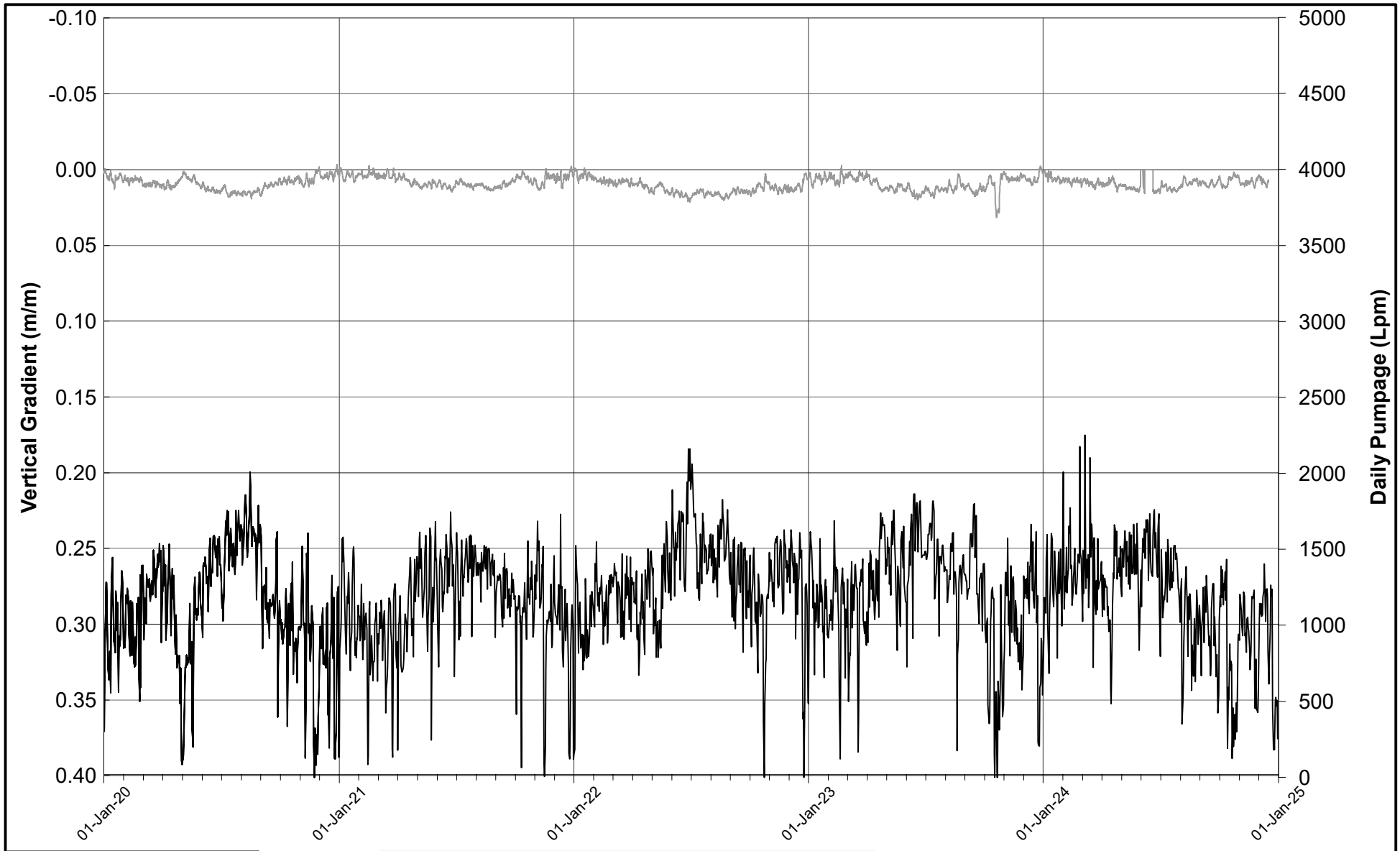
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MW15-12 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D44



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

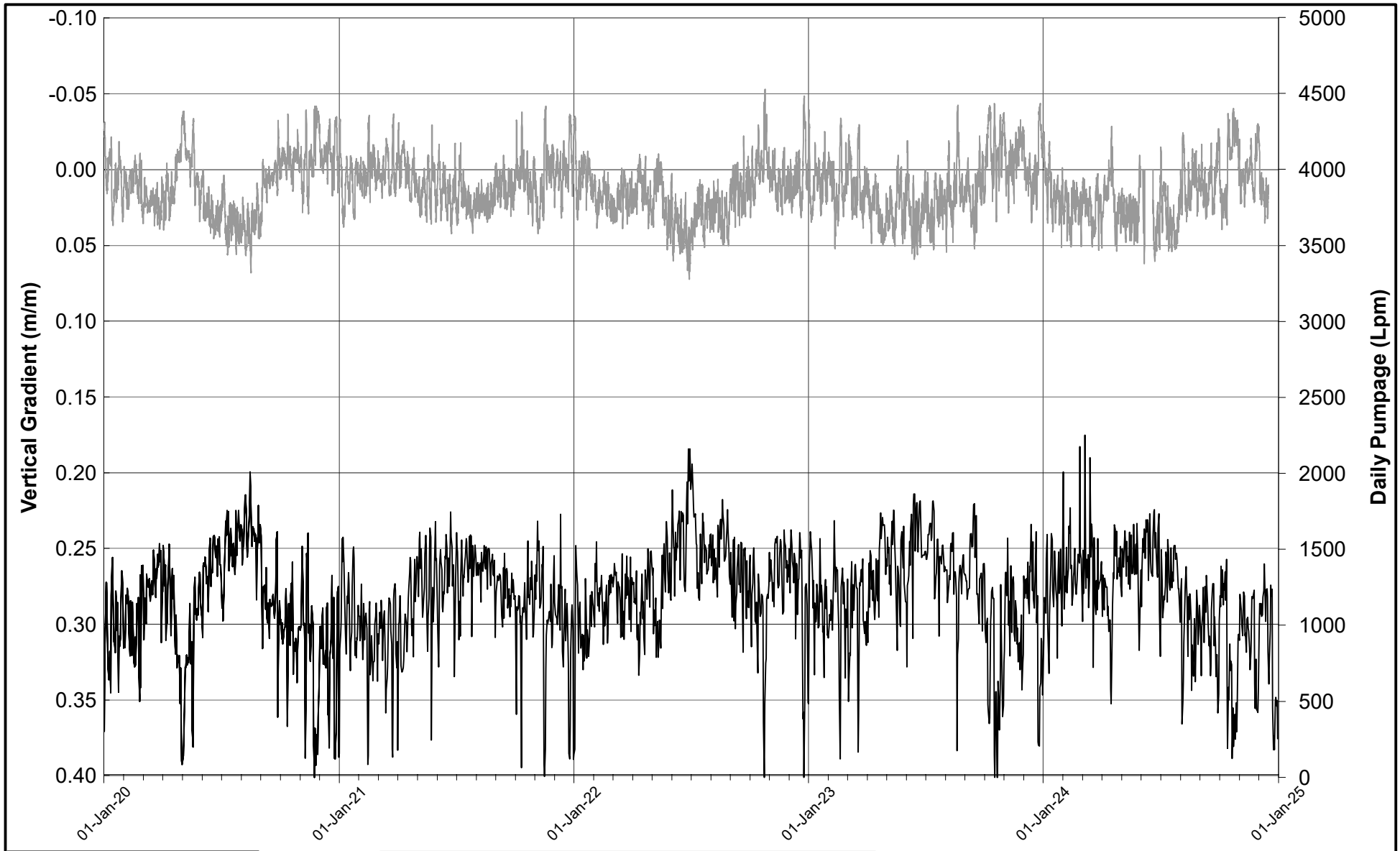
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MW16-12 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D45



PROJECT

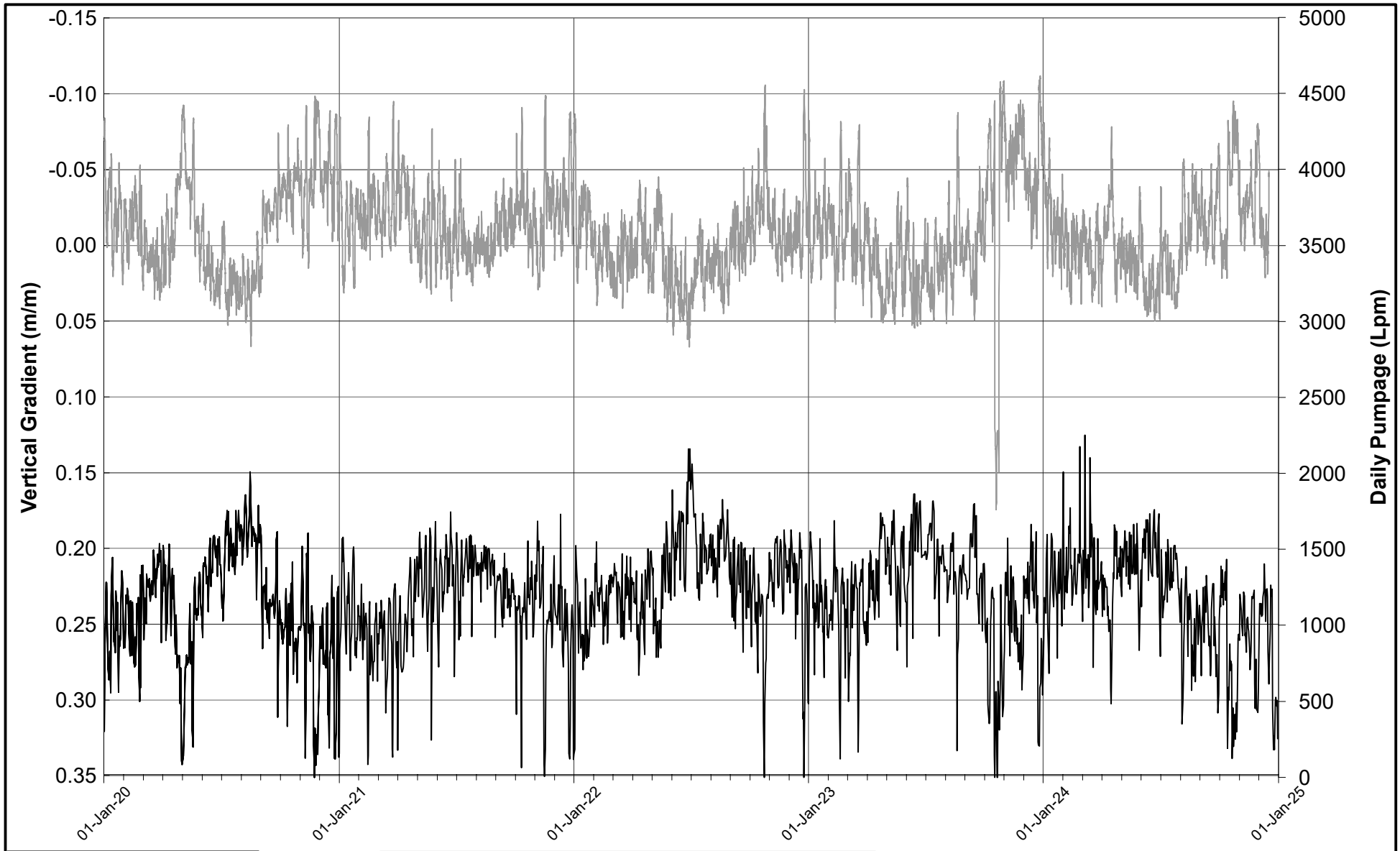
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MW17-12 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D46



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

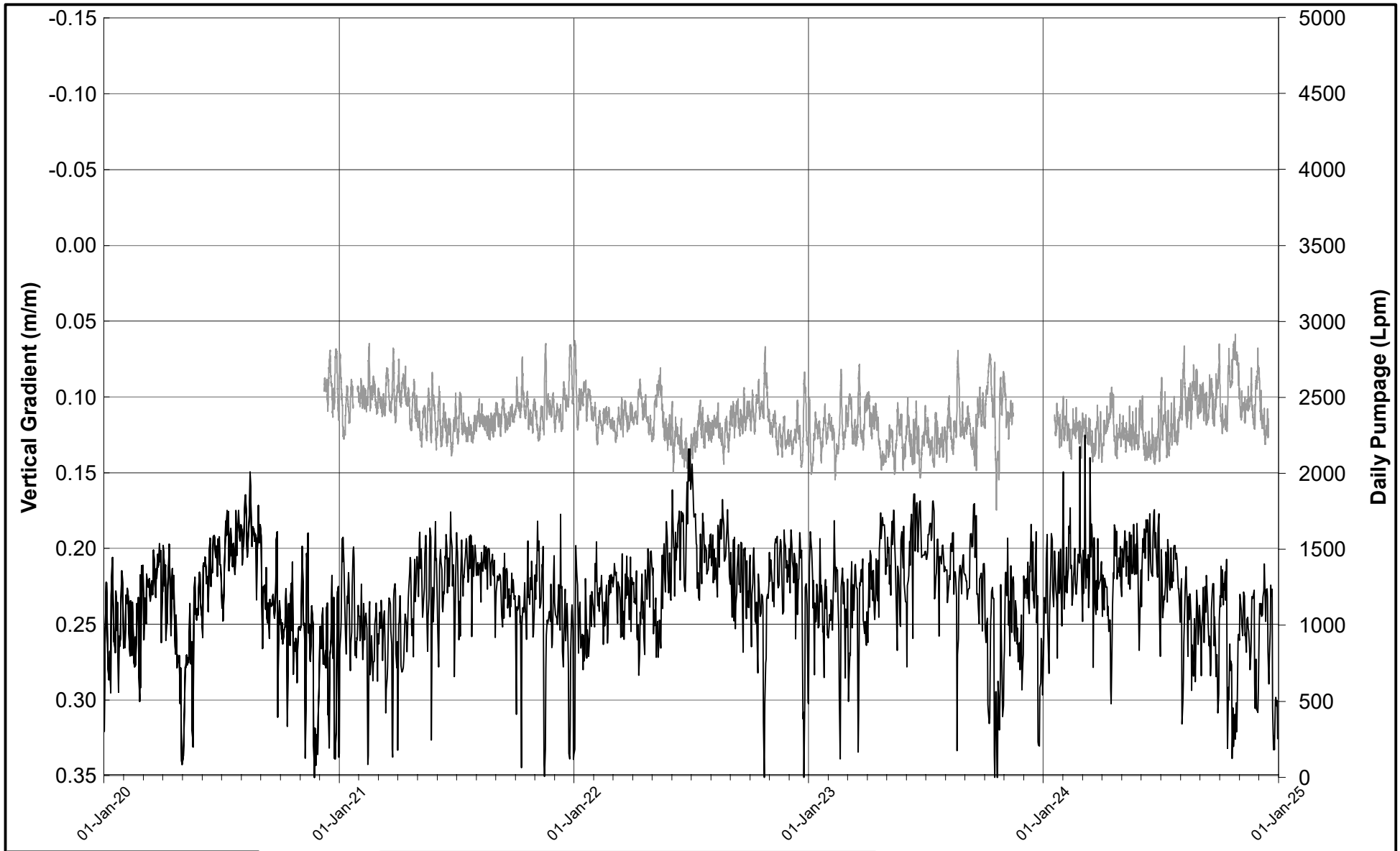
Town of Aberfoyle, Ontario

TITLE

MW18-12 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D47



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

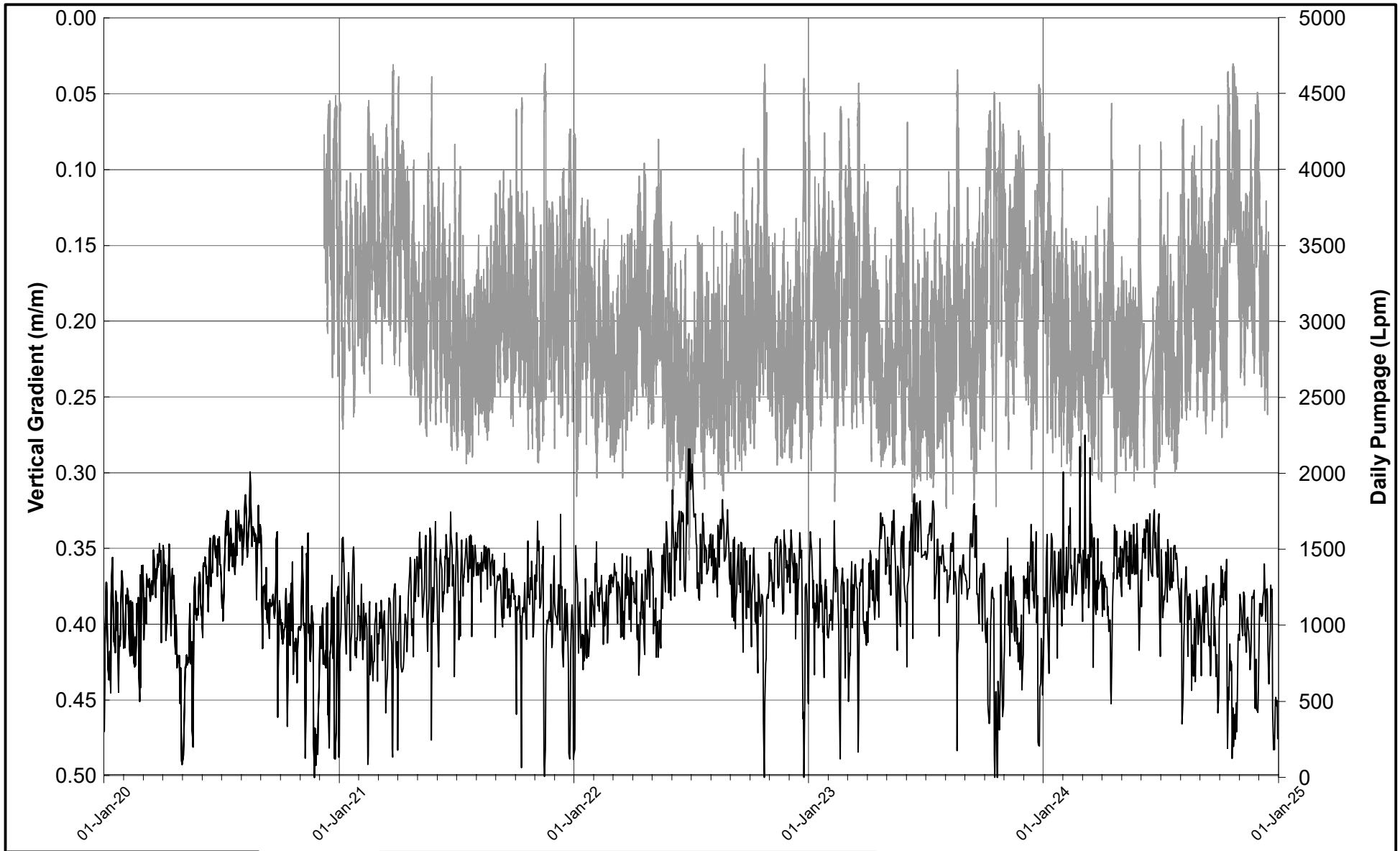
Town of Aberfoyle, Ontario

TITLE

MW19-18 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D48

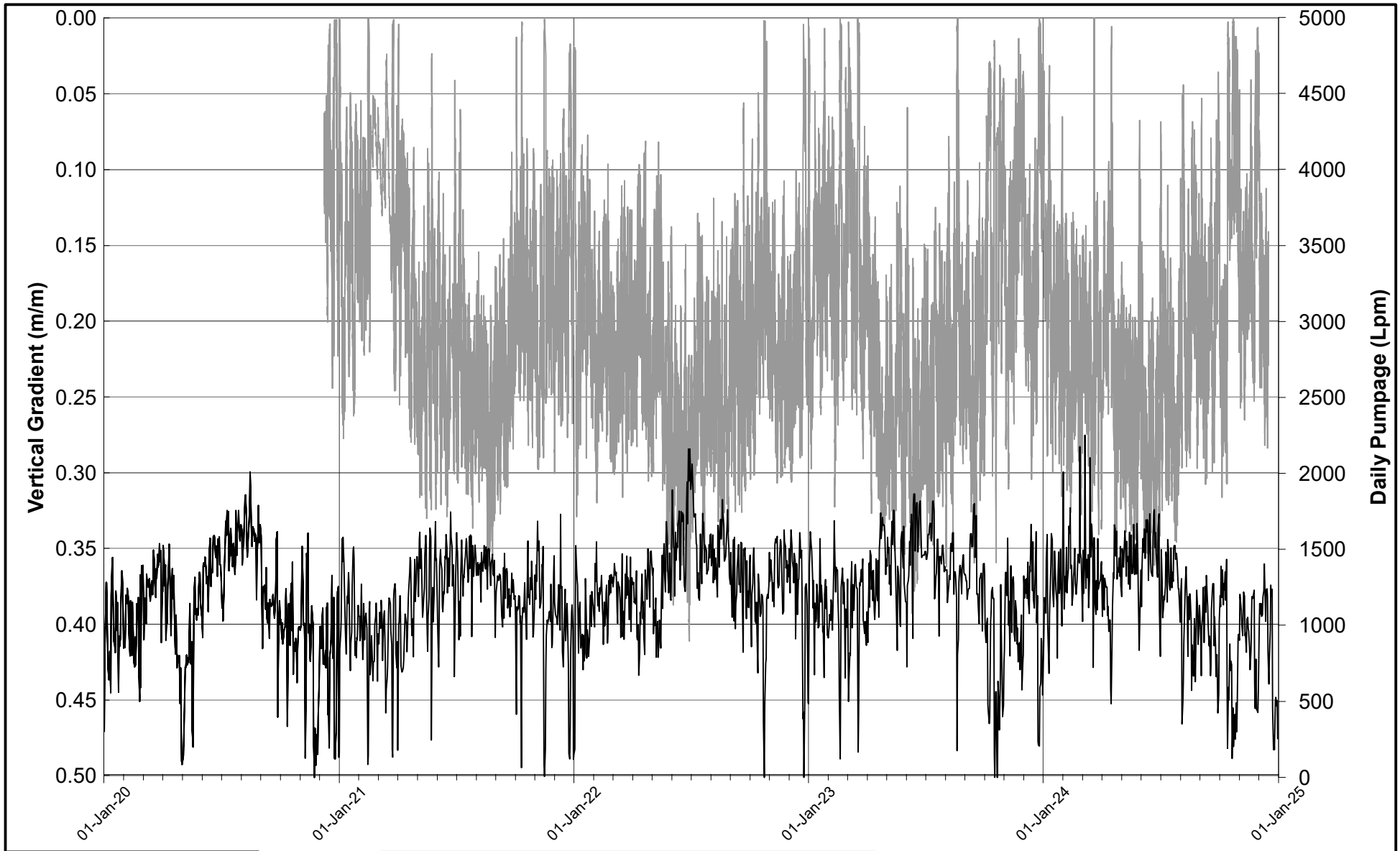


PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
MW20-19 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D49



PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
MW21-18 VERTICAL GRADIENT
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	D50

TABLE D1
Manual Groundwater Elevations
2024 Annual Report

Date	Water Level (masl)							
	TW3-80	MW2A-07	MW2B-07	MW2C-07	MW2D-07	MW2E-07	MW4A-07	MW4B-07
19/20-Mar-2024	304.69	307.21	308.04	310.83	311.65	311.61	308.18	311.85
19/20-Jun-2024	303.64	307.91	308.81	310.99	311.60	311.47	307.18	312.10
18/19-Sep-2024	306.37	309.90	310.65	311.47	311.74	311.58	309.65	312.32
16/17-Dec-2024	306.99	309.06	309.91	311.45	311.81	311.70	309.40	311.82

TABLE D1
Manual Groundwater Elevations
2024 Annual Report

Date	Water Level (masl)							
	MW4C-07	MW6A-08	MW6B-08	MW7A-08	MW7B-08	MW8A-08	MW8B-08	MW10A-09
19/20-Mar-2024	312.00	315.68	318.55	308.28	310.37	317.46	317.41	319.67
19/20-Jun-2024	312.17	315.46	318.37	307.55	309.98	317.16	317.22	319.54
18/19-Sep-2024	312.24	315.86	318.28	309.94	311.40	317.55	317.14	319.43
16/17-Dec-2024	311.85	315.53	318.33	309.68	311.16	317.45	317.24	319.49

TABLE D1
Manual Groundwater Elevations
2024 Annual Report

Date	Water Level (masl)							
	MW10B-09	MW10C-09	MW10D-09	MW14A-11	MW14B-11	MW14C-11	MW15A-12	MW15B-12
19/20-Mar-2024	319.76	317.72	317.04	309.45	314.01	314.94	310.18	308.76
19/20-Jun-2024	319.64	317.18	316.46	309.13	314.04	314.54	310.02	308.80
18/19-Sep-2024	319.52	317.53	316.93	310.49	313.97	314.65	310.47	308.65
16/17-Dec-2024	319.57	317.17	316.43	310.10	313.80	314.31	310.23	308.56

TABLE D1
Manual Groundwater Elevations
2024 Annual Report

Date	Water Level (masl)							
	MW16A-12	MW16B-12	MW17A-12	MW17B-12	MW18A-12	MW18B-12	MW-D	MW-I
19/20-Mar-2024	307.05	307.37	307.85	308.82	307.64	308.10	310.90	310.84
19/20-Jun-2024	307.05	307.46	307.90	308.85	307.69	307.97	310.83	310.77
18/19-Sep-2024	307.47	307.92	309.04	309.09	309.31	308.21	311.26	311.26
16/17-Dec-2024	306.99	307.20	308.49	308.71	309.10	307.98	311.31	311.20

TABLE D1
Manual Groundwater Elevations
2024 Annual Report

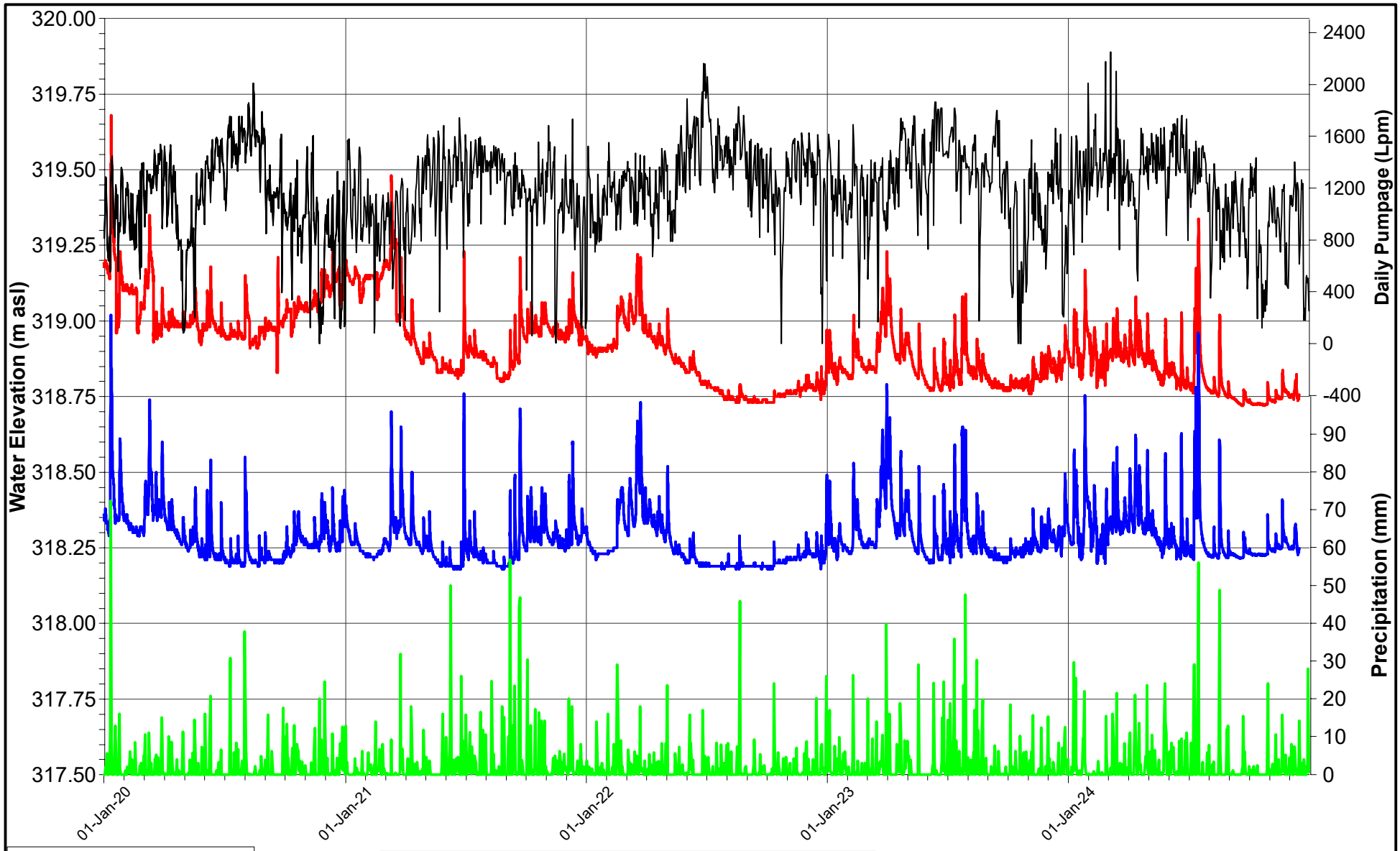
Date	Water Level (masl)							
	MW-S	PCC-D	PCC-I	PCC-S	TW1-93	TW2-11	PW5 Meadows of Aberfoyle	#125 Brock S. (Y Well)
19/20-Mar-2024	311.41	314.60	314.30	314.42	310.00	309.21	308.90	311.59
19/20-Jun-2024	311.09	314.32	314.00	314.10	309.85	308.57	308.42	311.92
18/19-Sep-2024	311.03	314.24	313.89	313.84	310.12	310.59	310.50	311.95
16/17-Dec-2024	311.22	314.40	314.03	314.07	310.03	310.82	309.95	311.54

TABLE D1
Manual Groundwater Elevations
2024 Annual Report

Date	Water Level (masl)					
	MW19-18-4	MW19-18-7	MW20-19-5	MW20-19-7	MW21-18-3	MW21-18-4
19/20-Mar-2024	312.40	315.50	307.60	311.13	307.41	311.27
19/20-Jun-2024	312.25	315.16	307.07	310.90	308.26	311.52
18/19-Sep-2024	313.00	315.08	309.15	311.60	309.14	311.75
16/17-Dec-2024	312.55	315.23	309.46	311.48	308.31	311.33

APPENDIX E

Surface Water Level Monitoring



Note: MP1-16S and MP1-16D Reference elevations are taken from a topographic map.

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

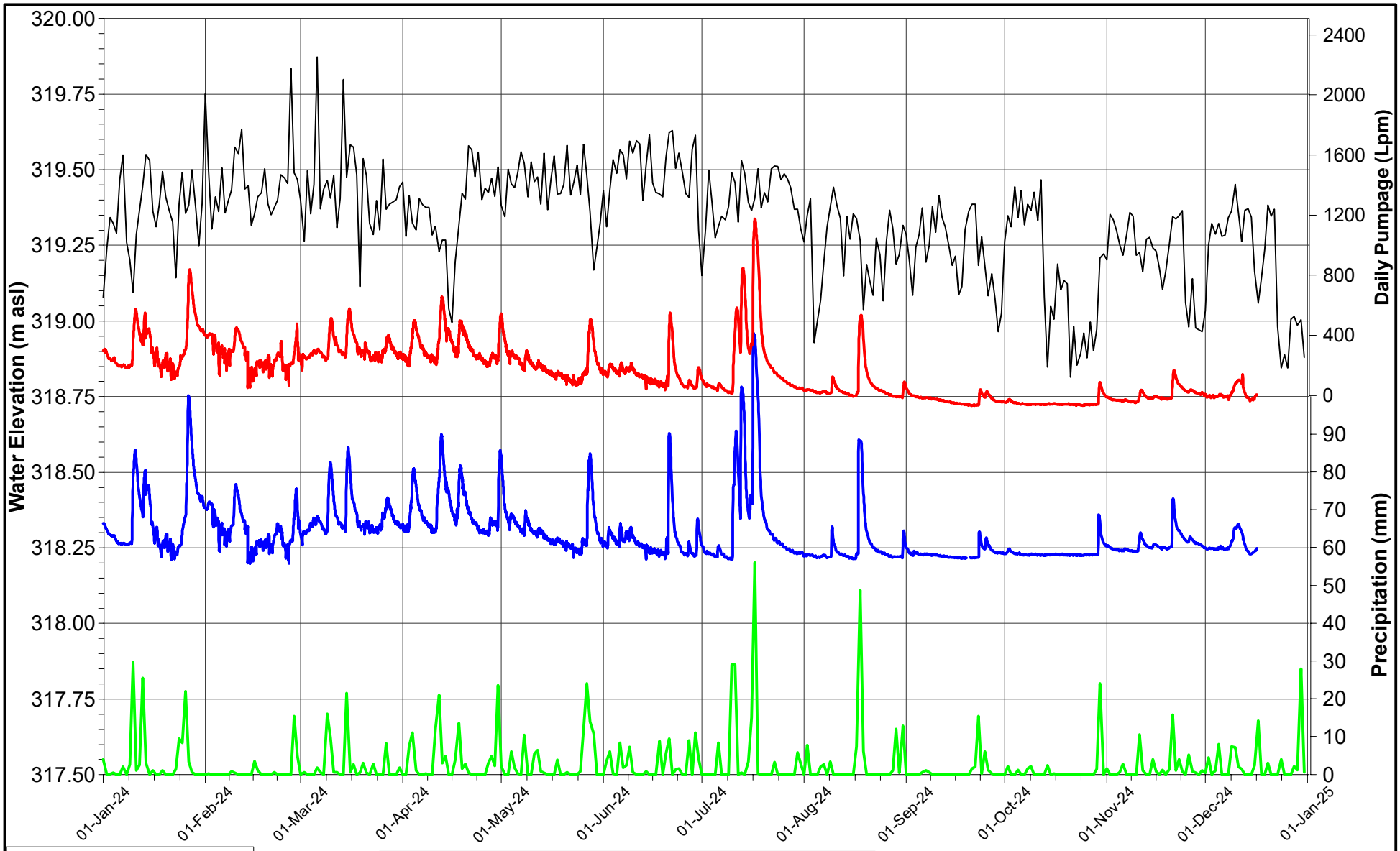
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MP1-16 NEST HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E1a



Note: MP1-16S and MP1-16D Reference elevations are taken from a topographic map.

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

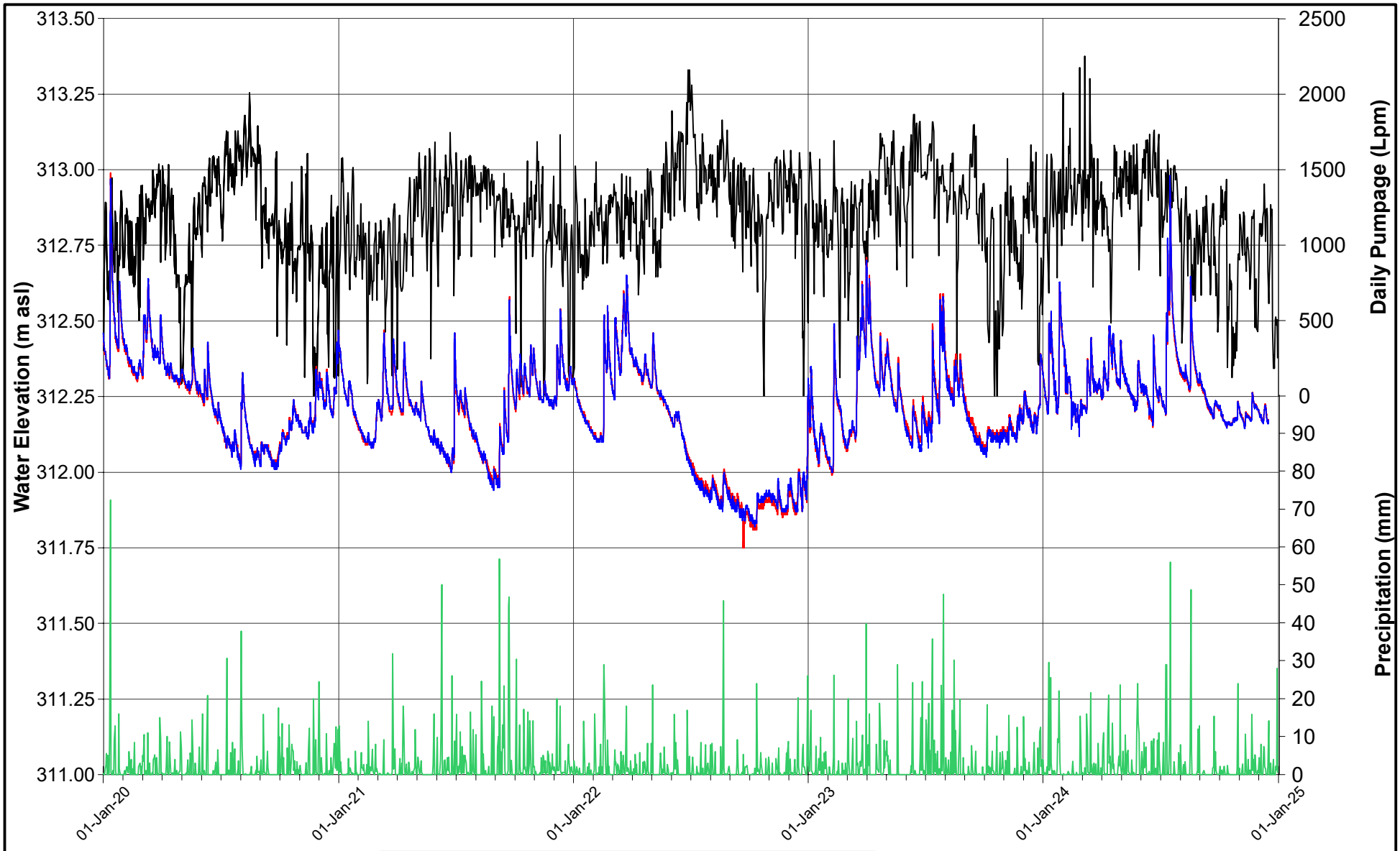
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MP1-16 NEST HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E1b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

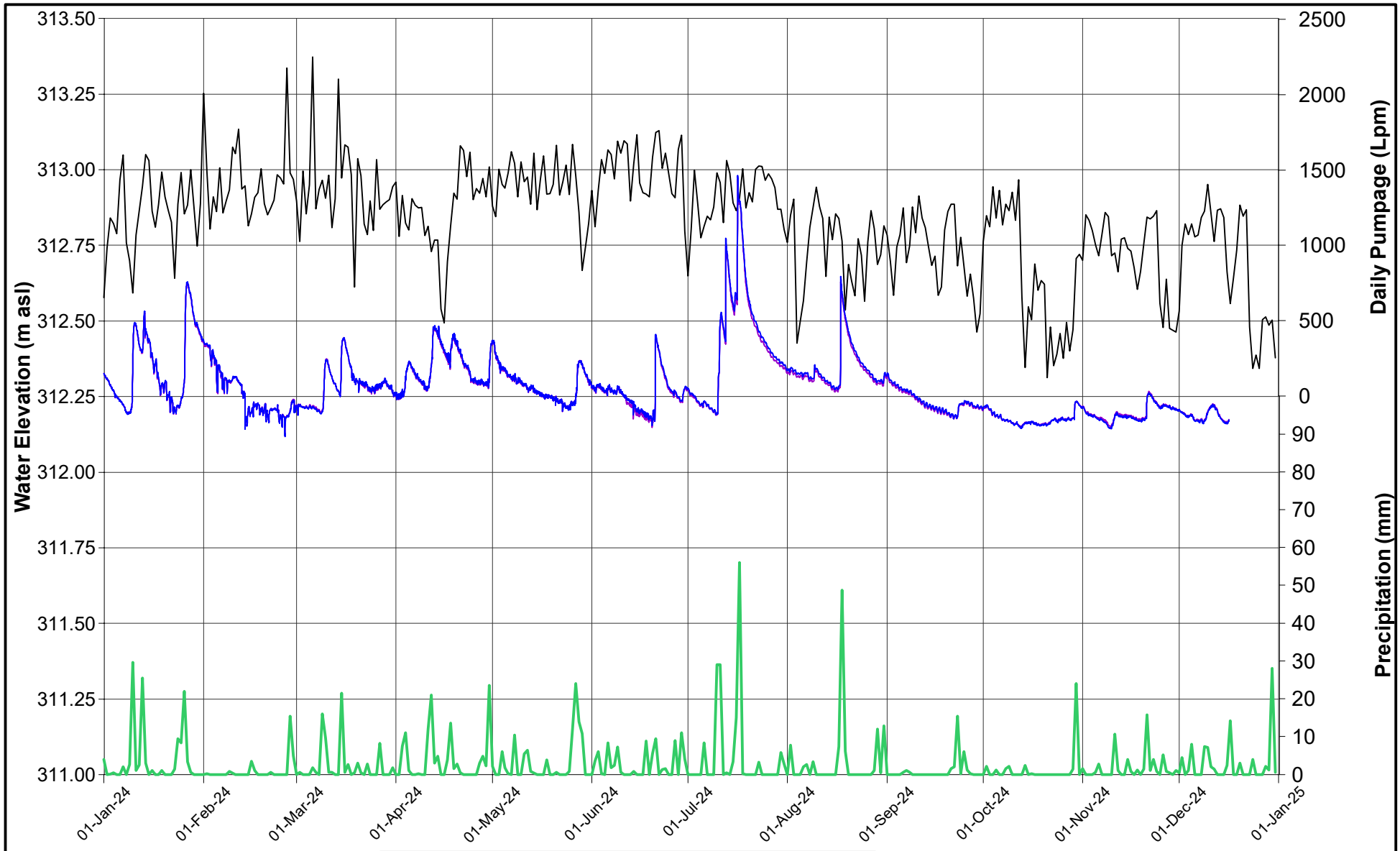
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MP16 NEST HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E2a



PROJECT

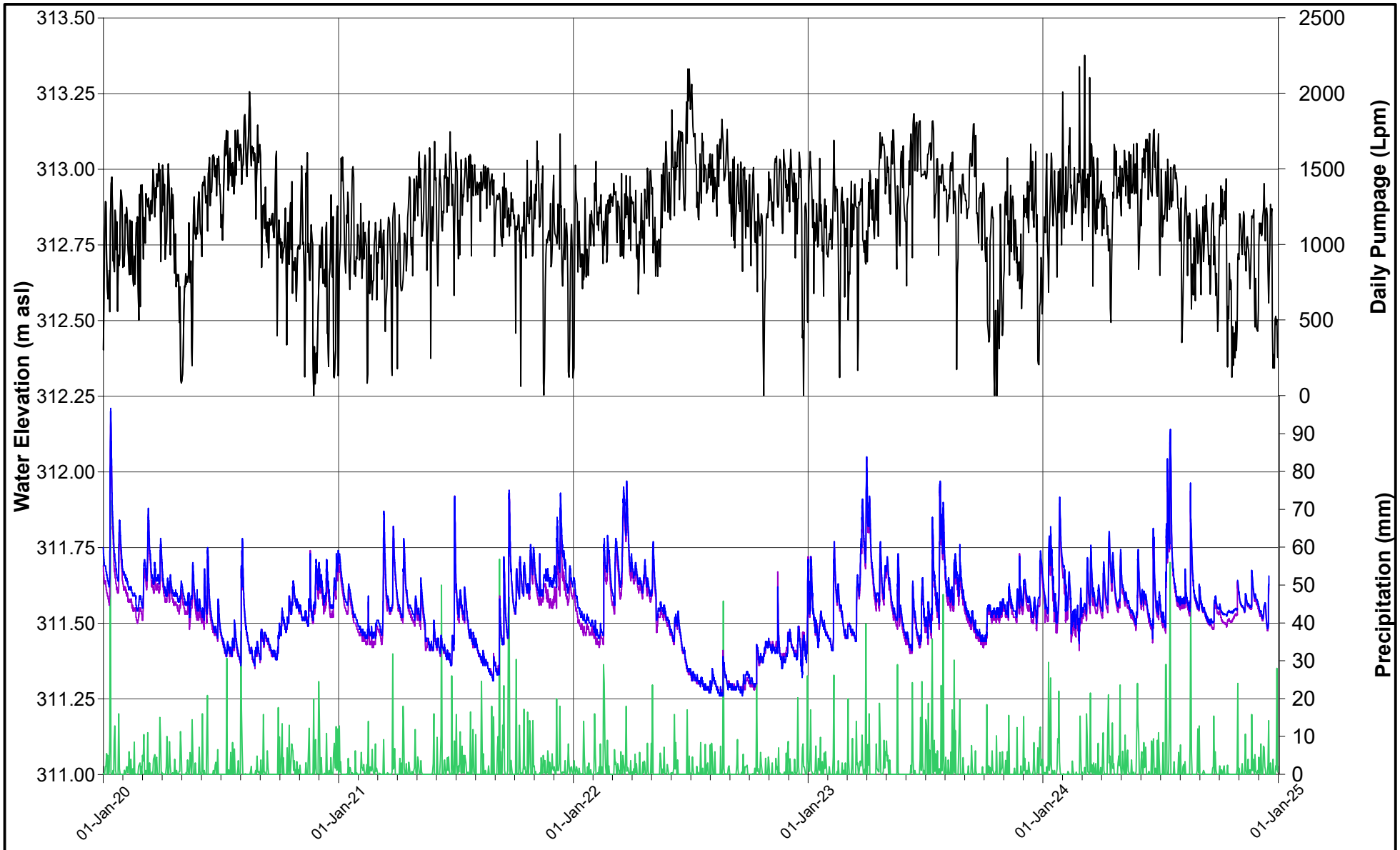
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MP16 NEST HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E2b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

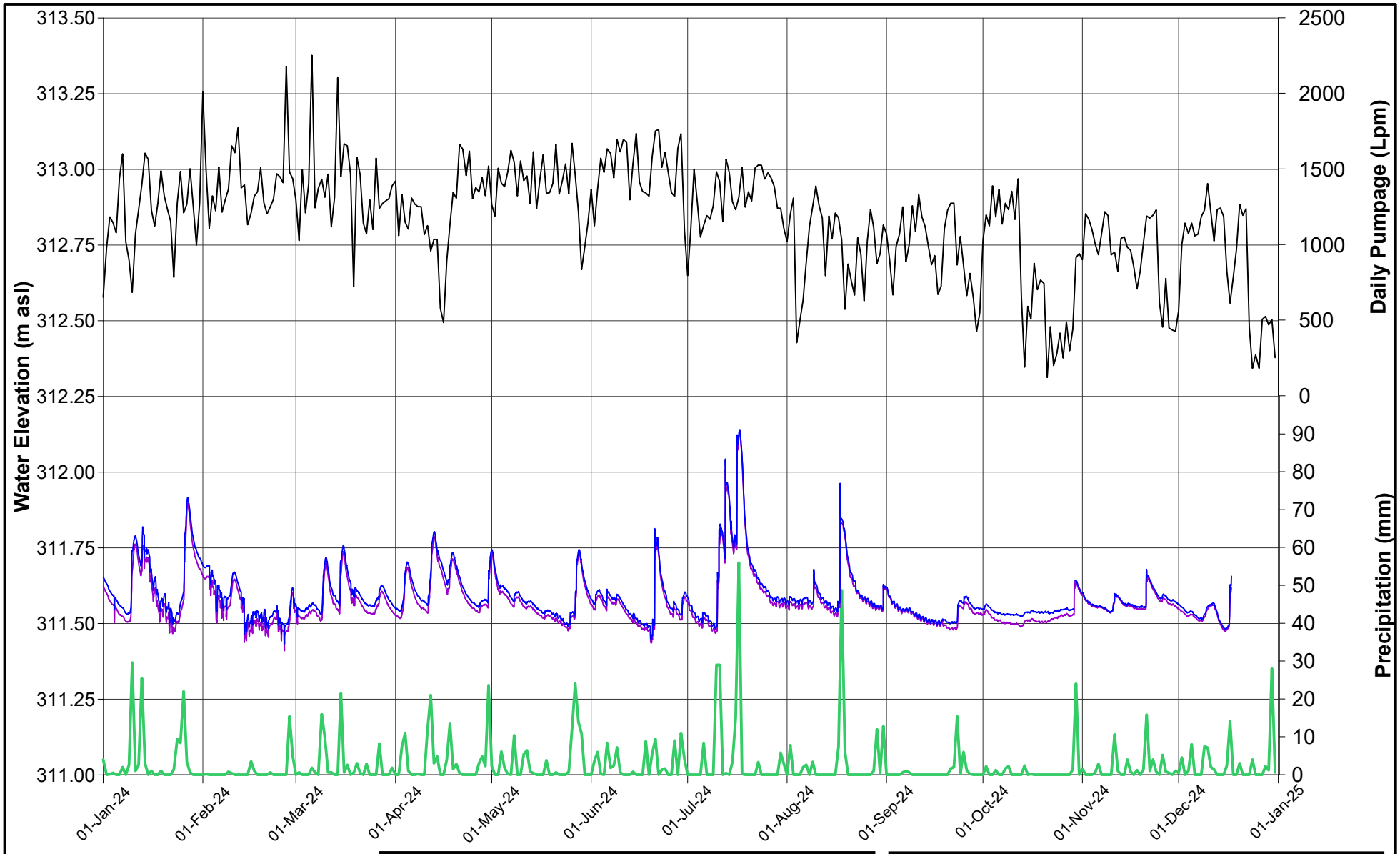
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

MP6 NEST HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E3a



PROJECT

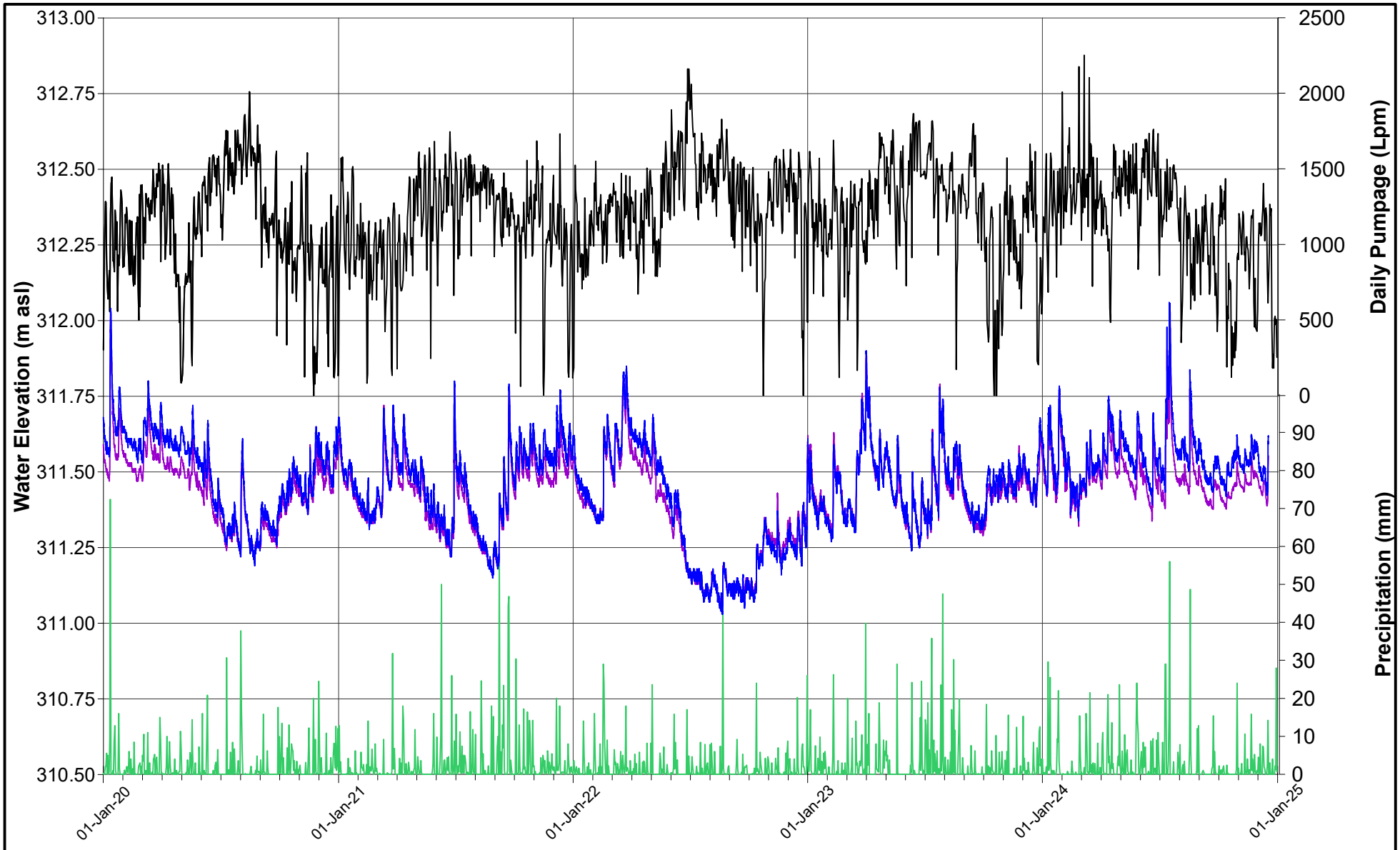
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MP6 NEST HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E3b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

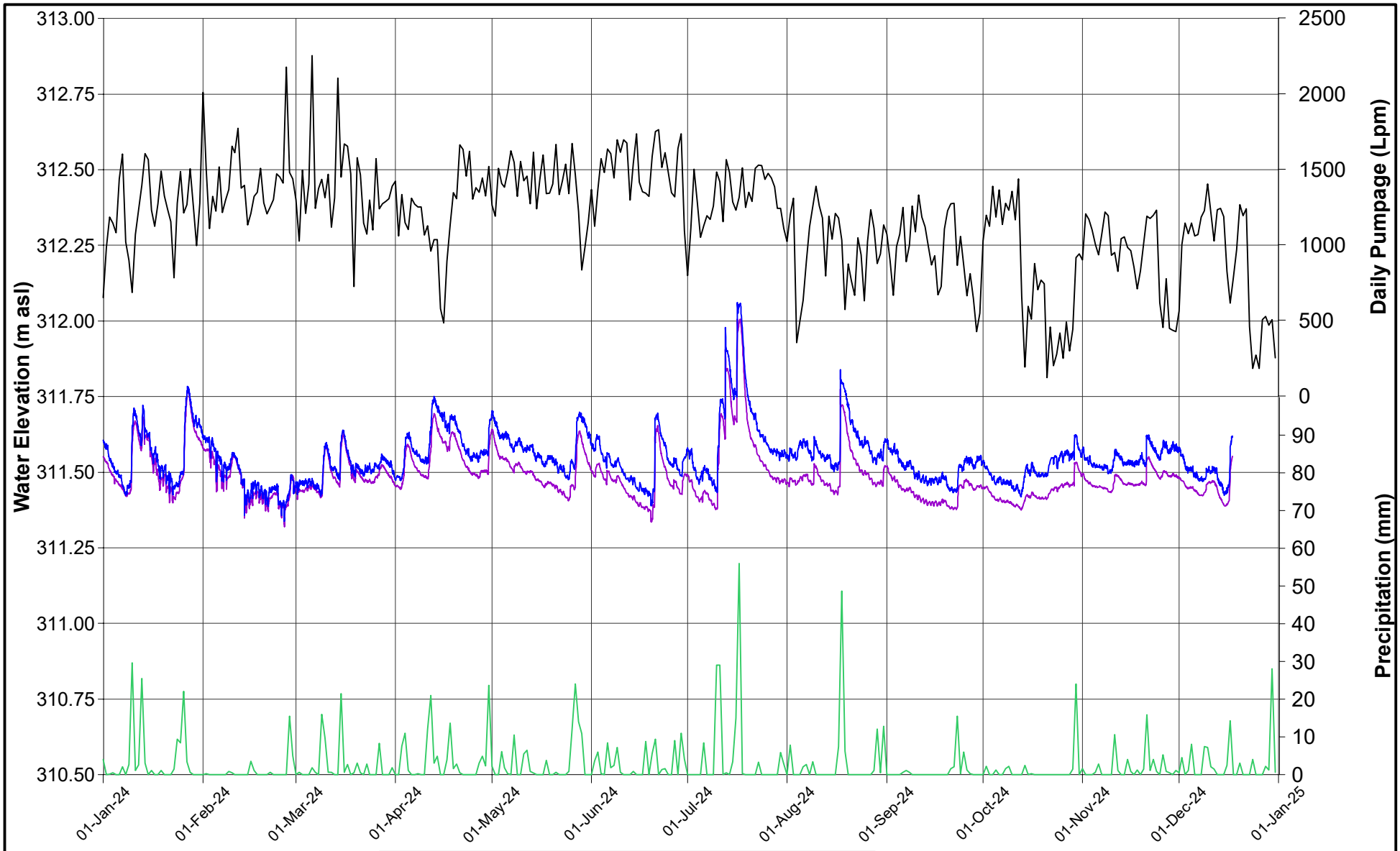
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MP12 NEST HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E4a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

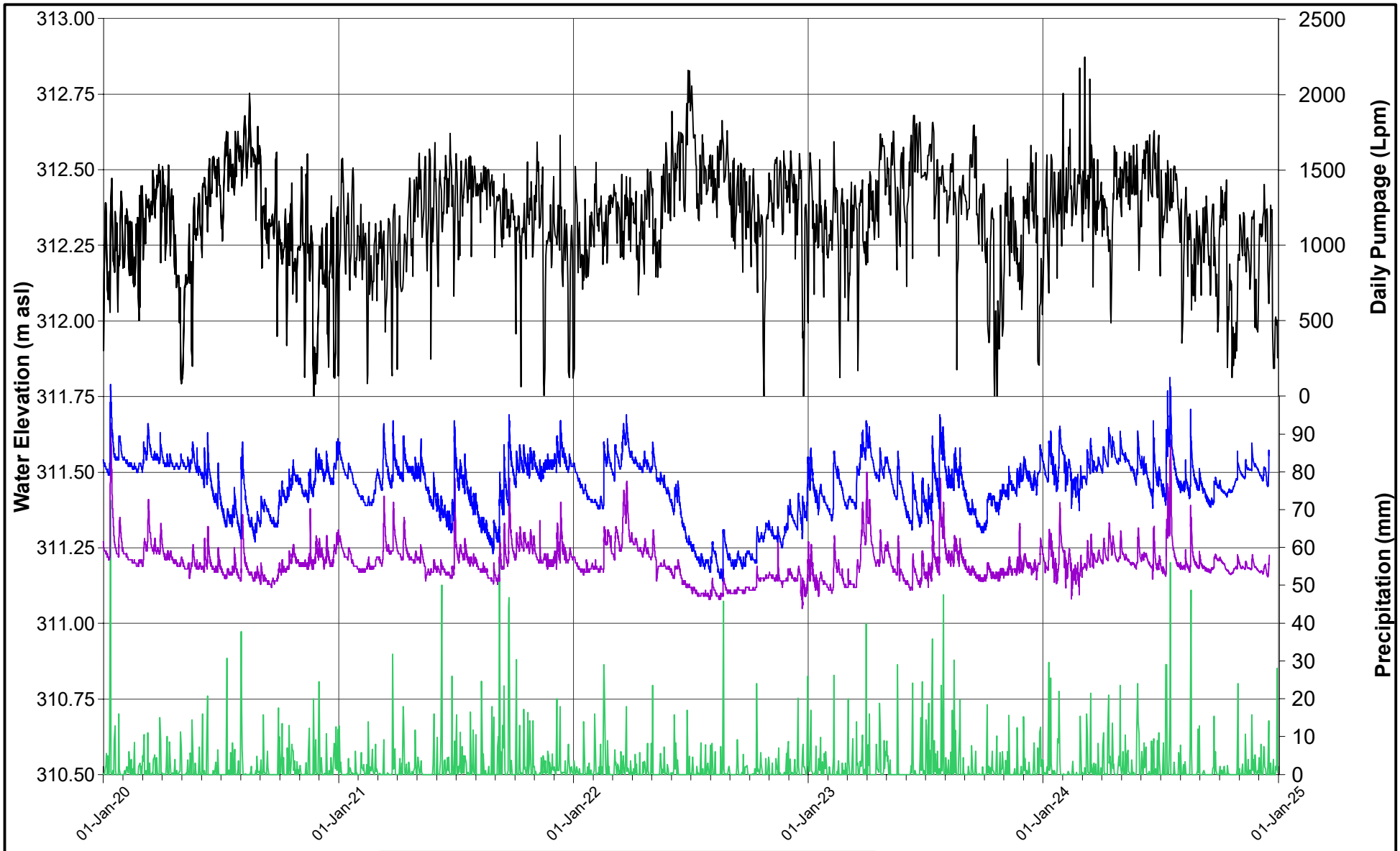
Town of Aberfoyle, Ontario

TITLE

MP12 NEST HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E4b



wsp

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

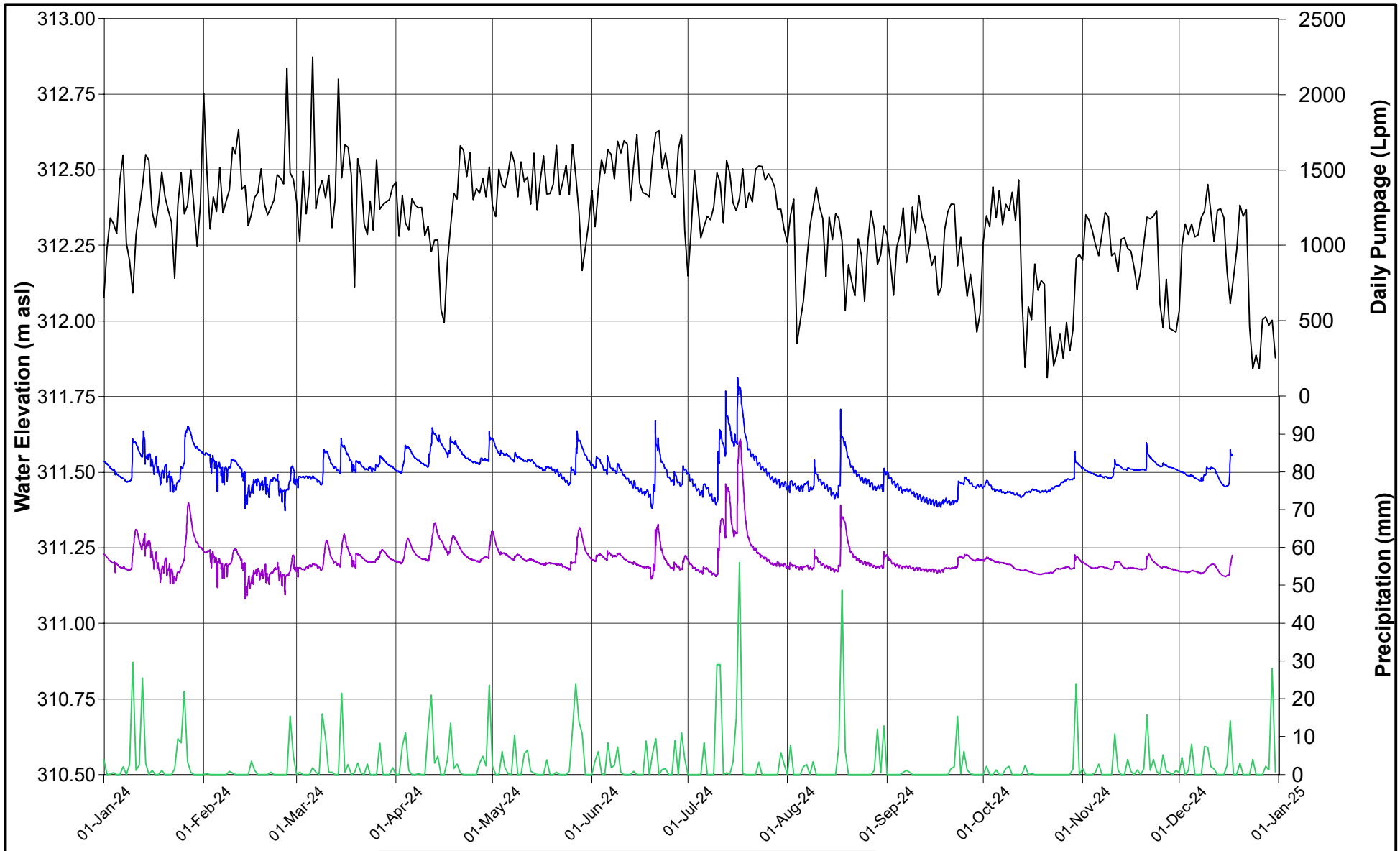
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

MP14 NEST HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E5a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

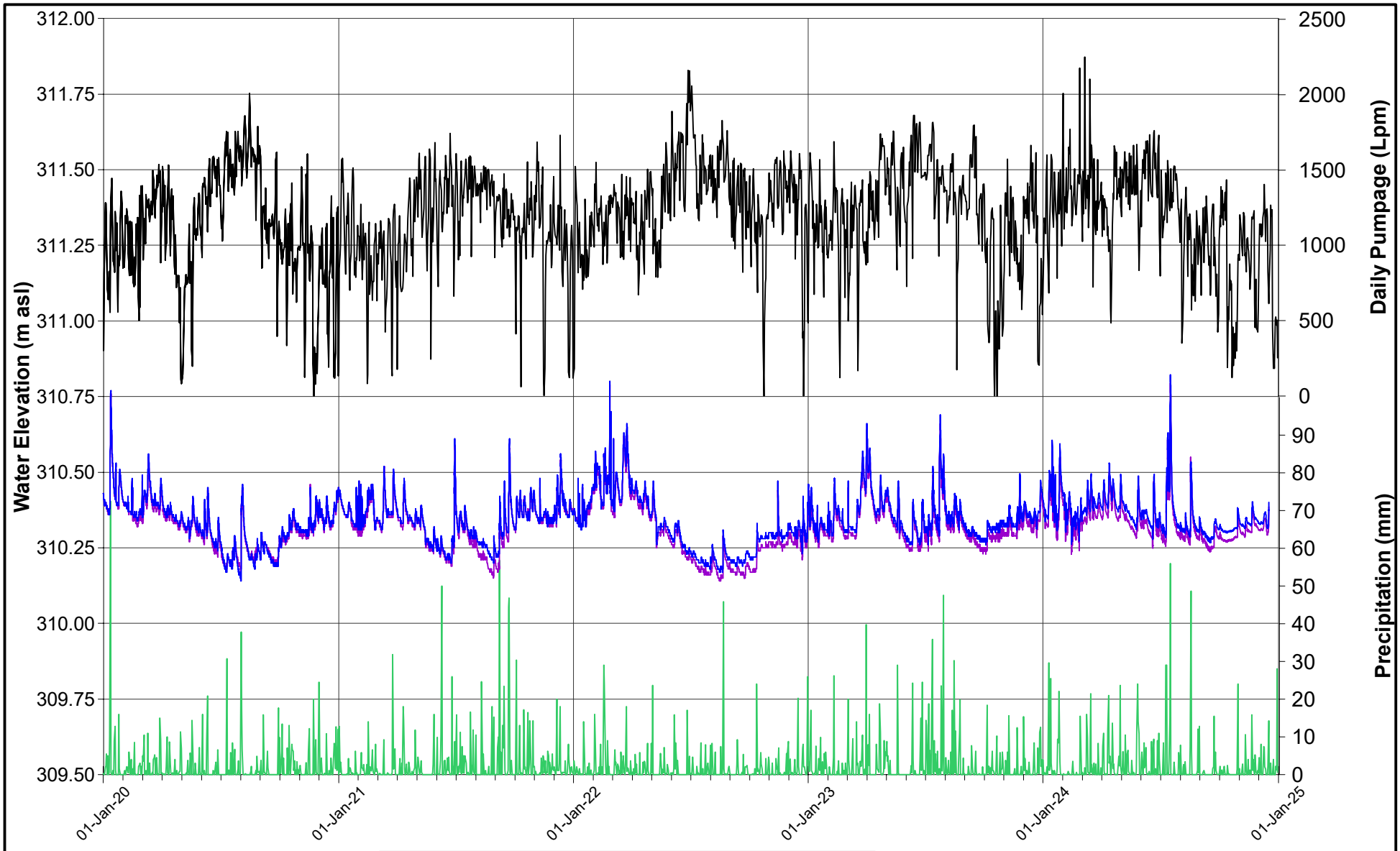
Town of Aberfoyle, Ontario

TITLE

MP14 NEST HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E5b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

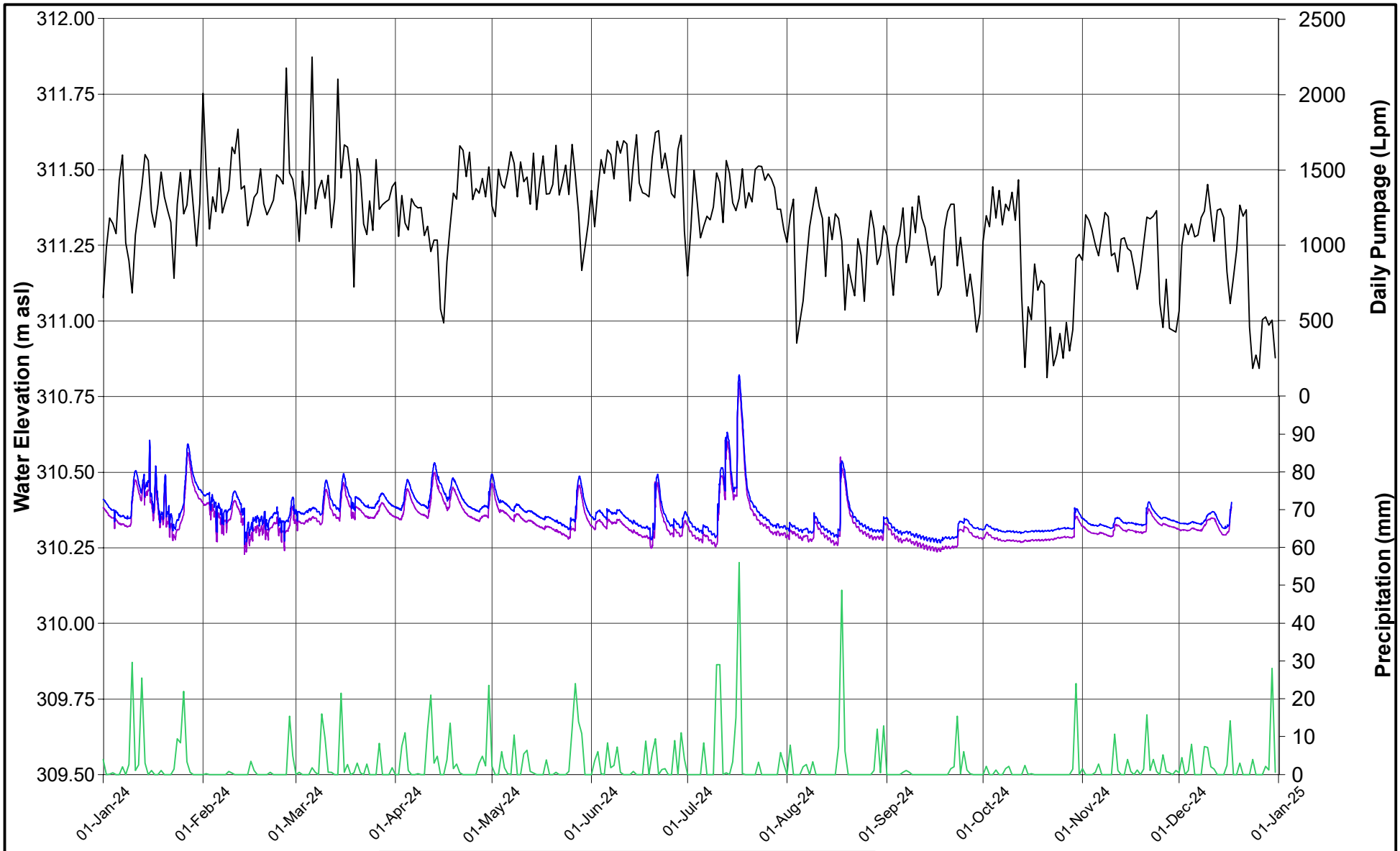
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MP8 NEST HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E6a



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

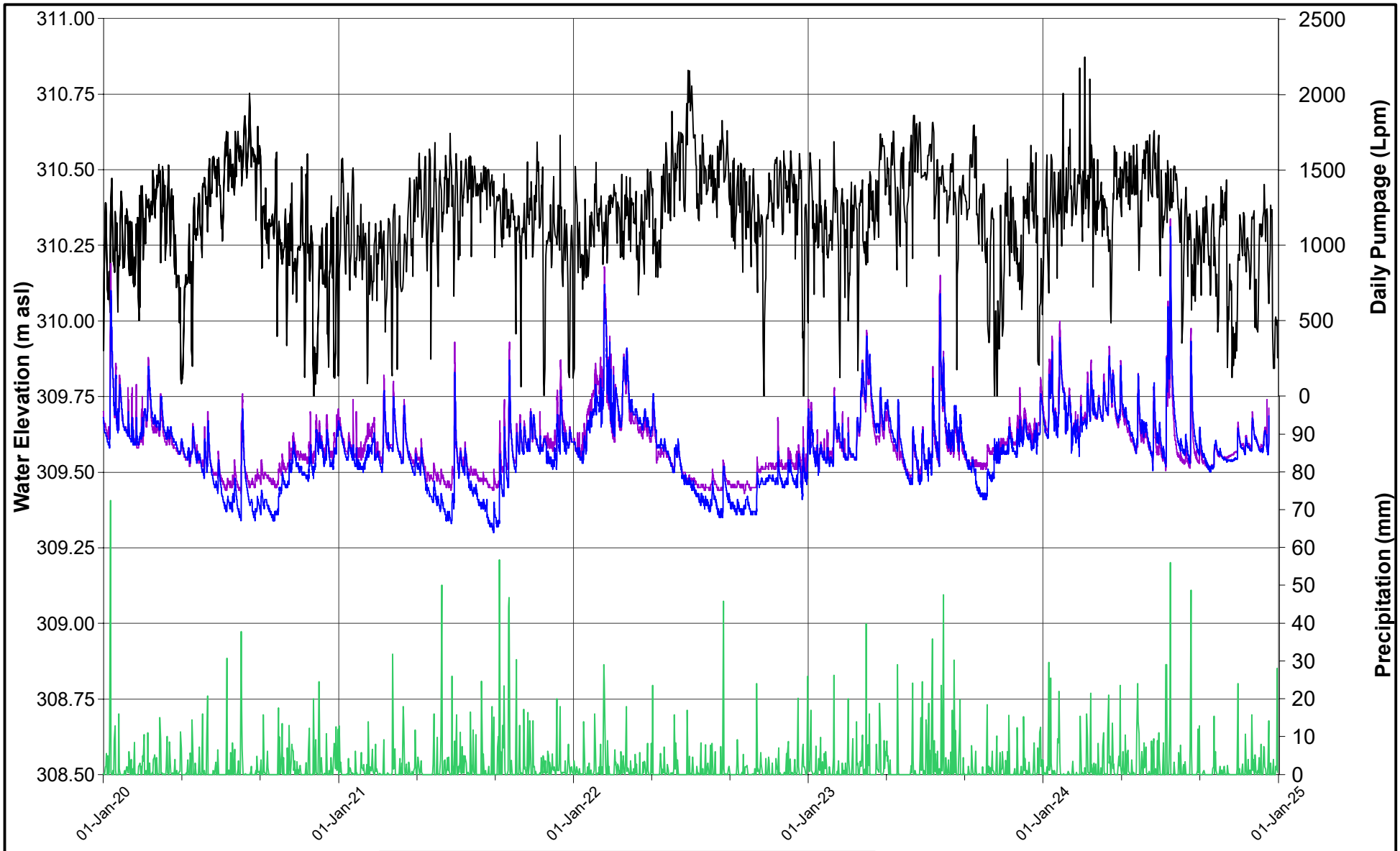
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

MP8 NEST HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E6b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

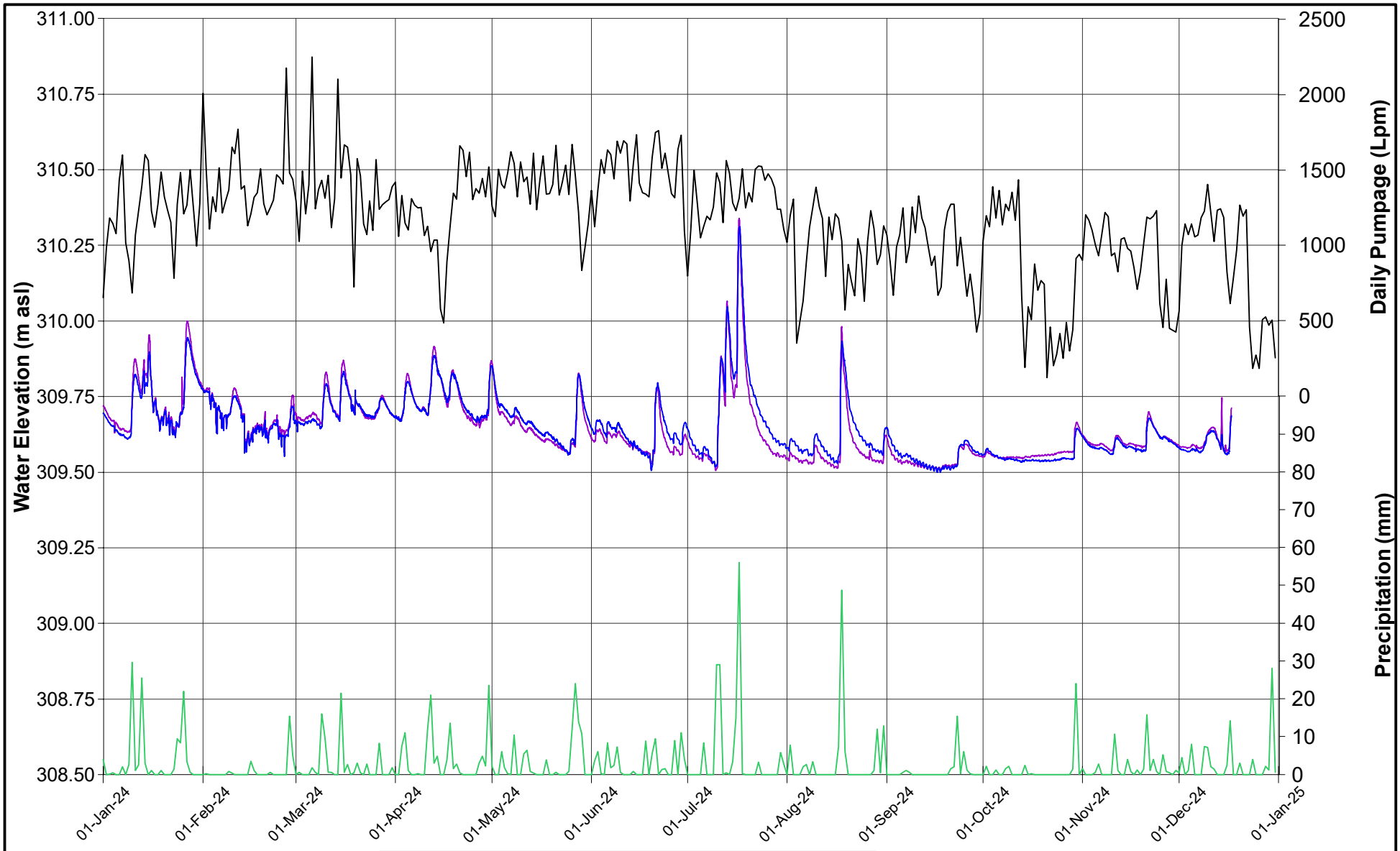
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

MP17 NEST HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E7a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

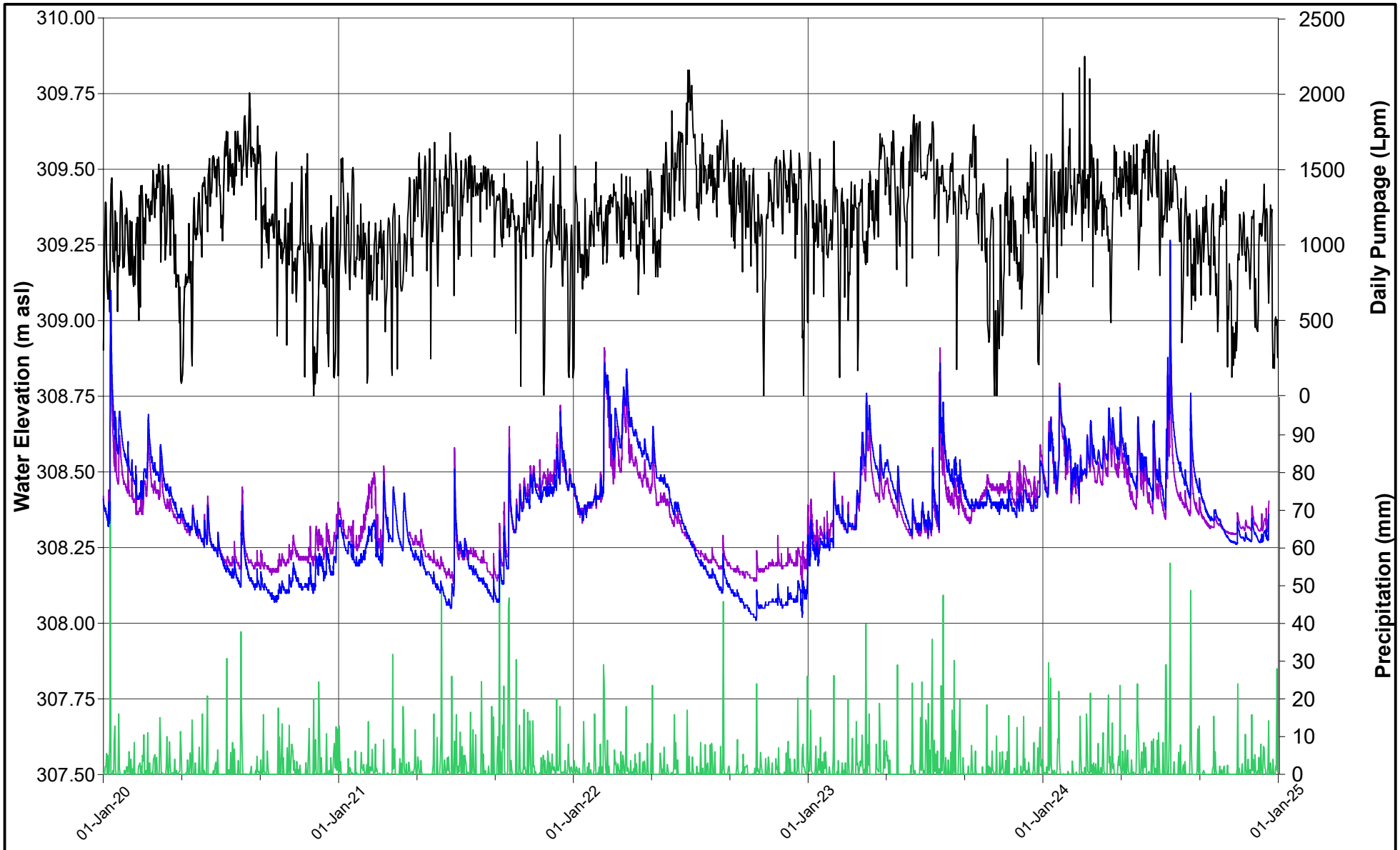
Town of Aberfoyle, Ontario

TITLE

MP17 NEST HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E7b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

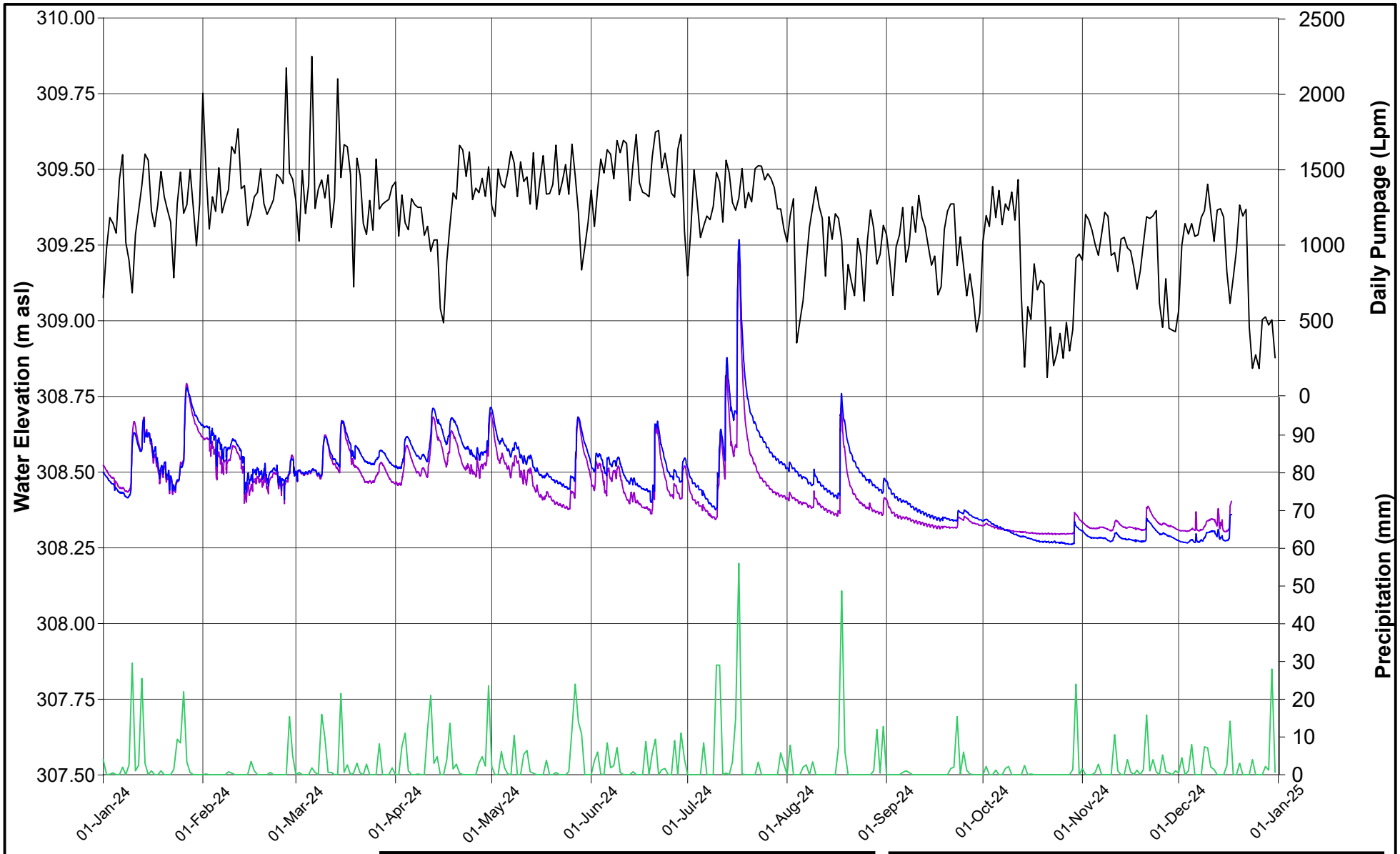
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

MP18 NEST HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E8a



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

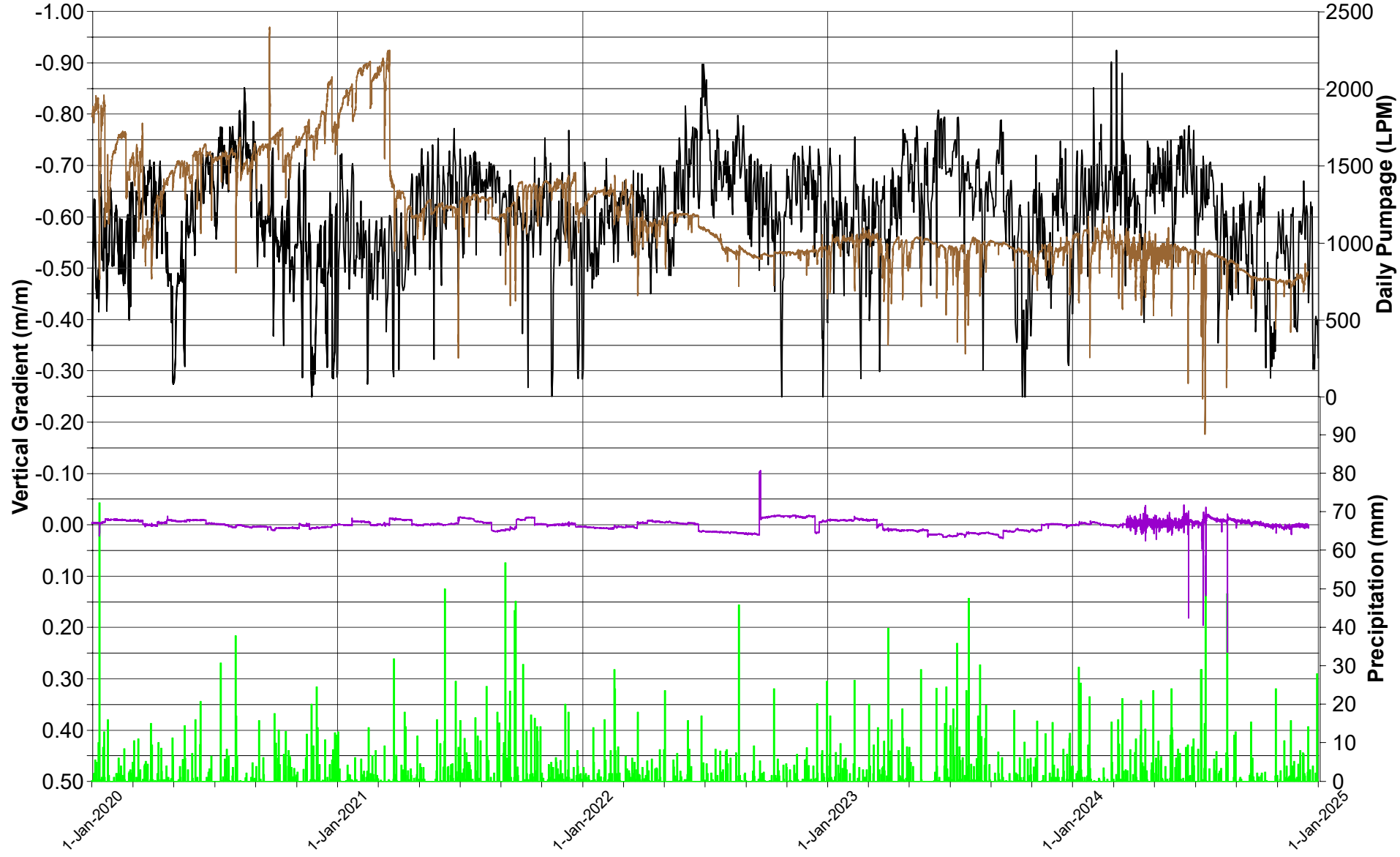
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

MP18 NEST HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E8b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

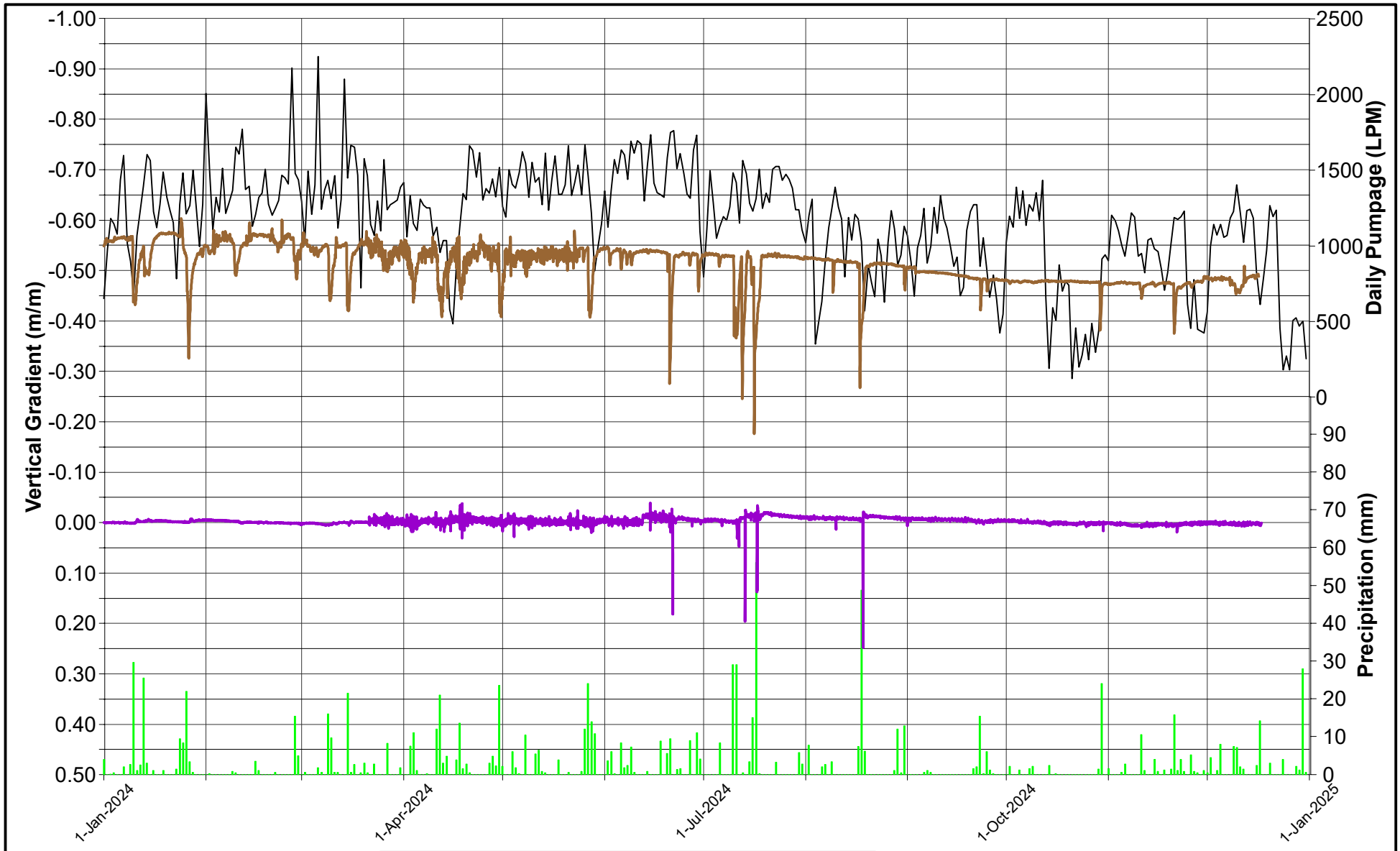
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

VERTICAL GRADIENT VERSUS TIME
MINI-PIEZOMETER NESTS (UPGRADIENT)
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E9a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

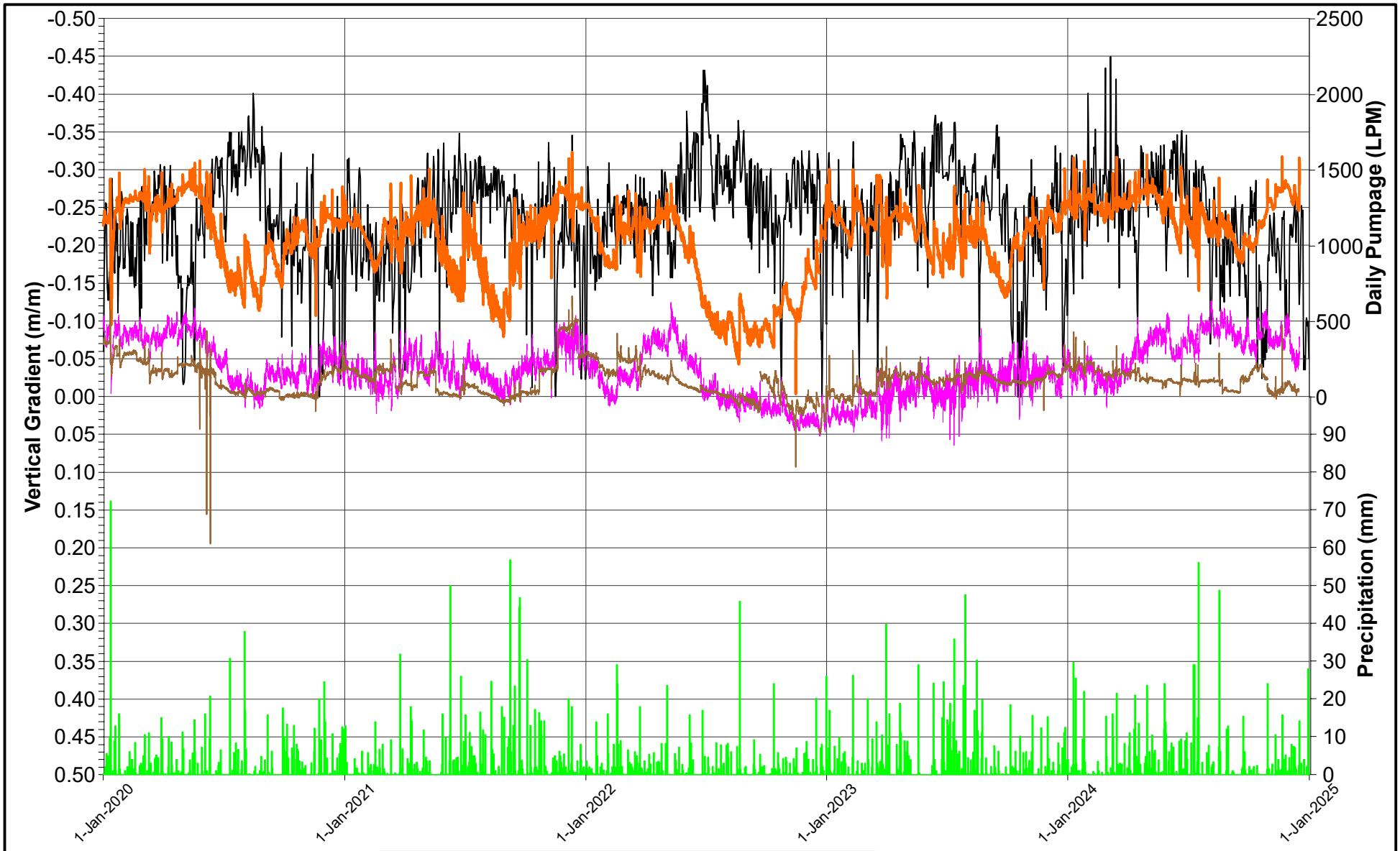
Town of Aberfoyle, Ontario

TITLE

VERTICAL GRADIENT VERSUS TIME
MINI-PIEZOMETER NESTS FOR 2024 (UPGRADIENT)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	JH
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E9b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

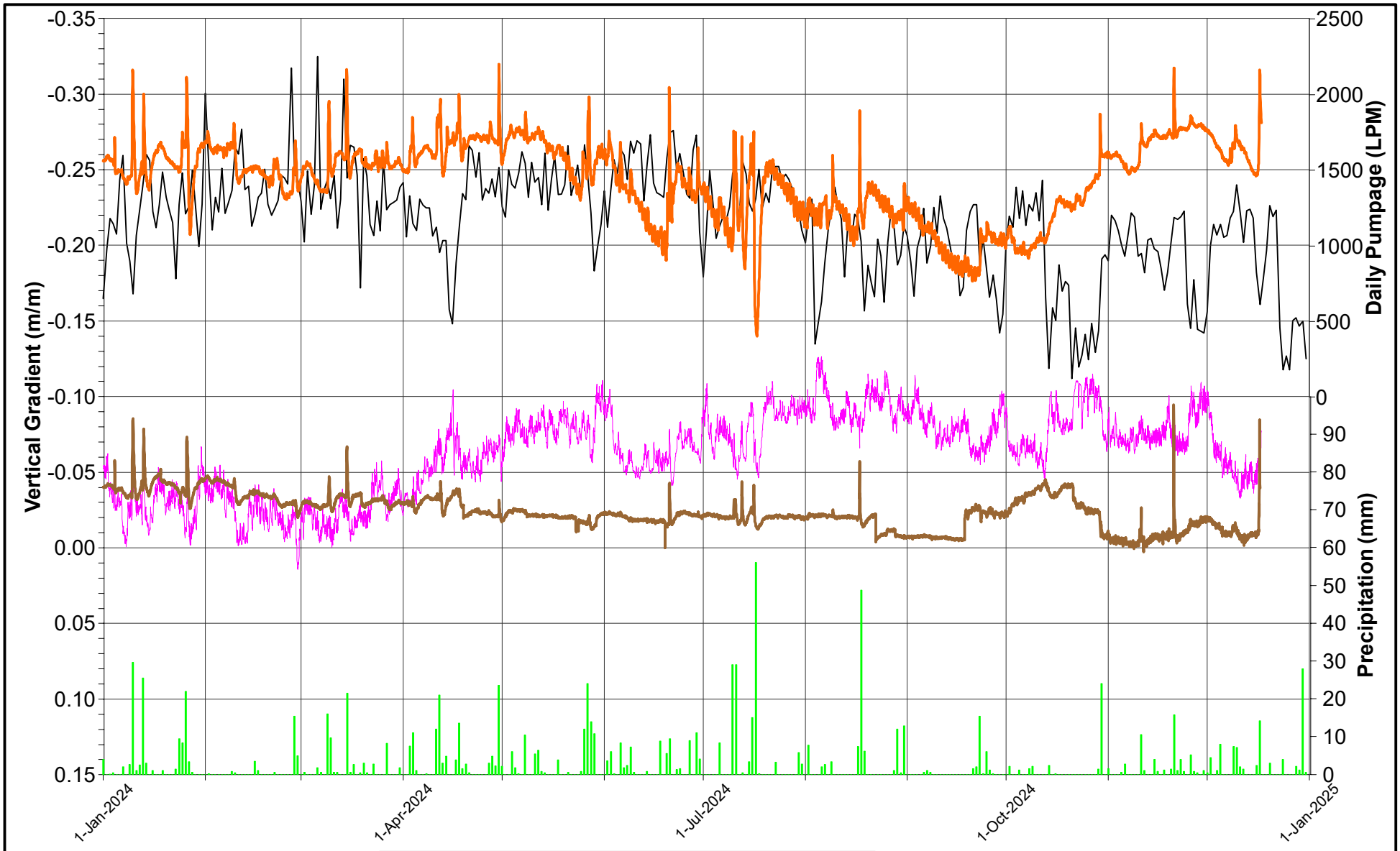
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

VERTICAL GRADIENT VERSUS TIME
MINI-PIEZOMETER NESTS (ONSITE)
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E10a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

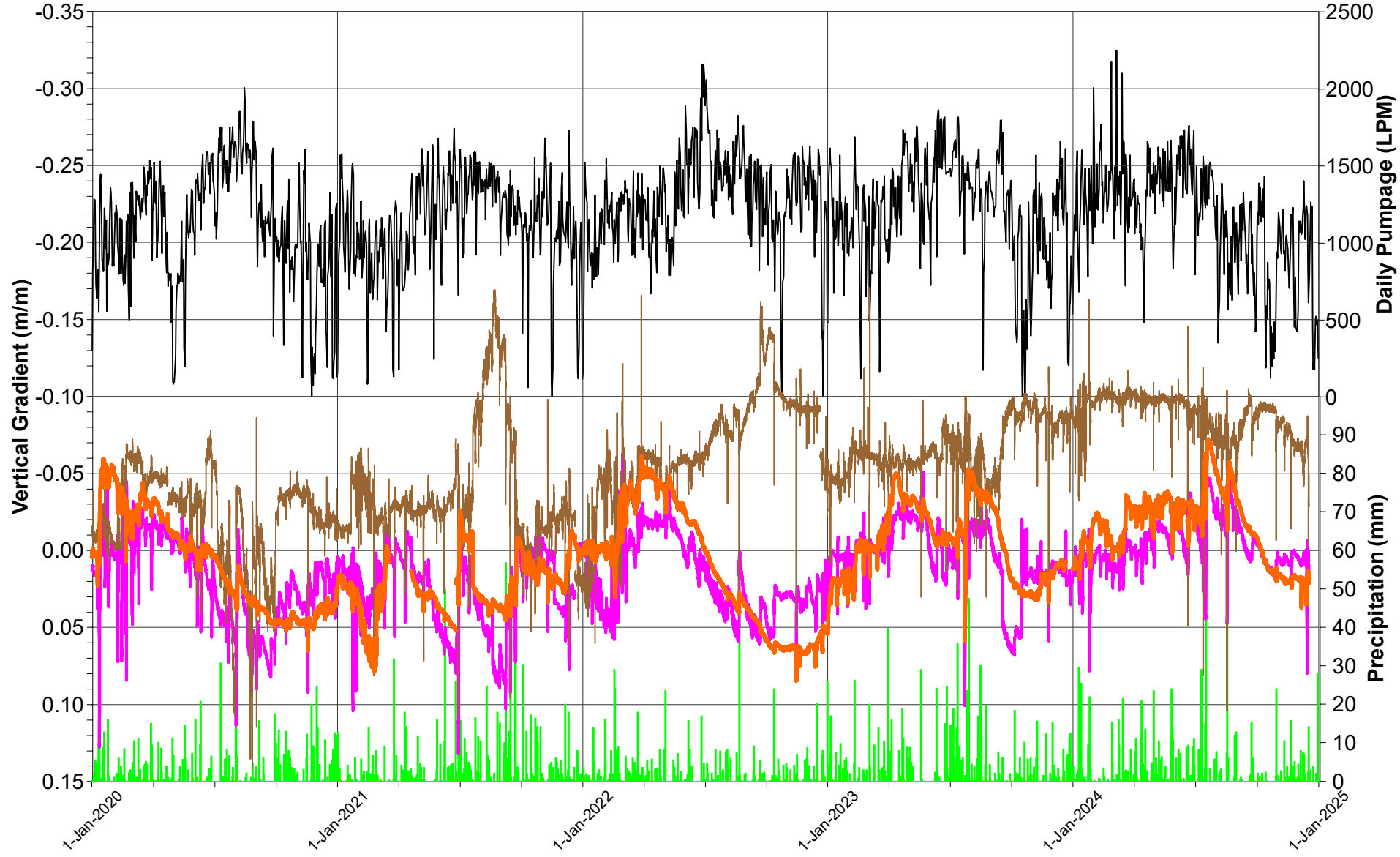
Town of Aberfoyle, Ontario

TITLE

VERTICAL GRADIENT VERSUS TIME
MINI-PIEZOMETER NESTS FOR 2024 (ONSITE)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E10b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

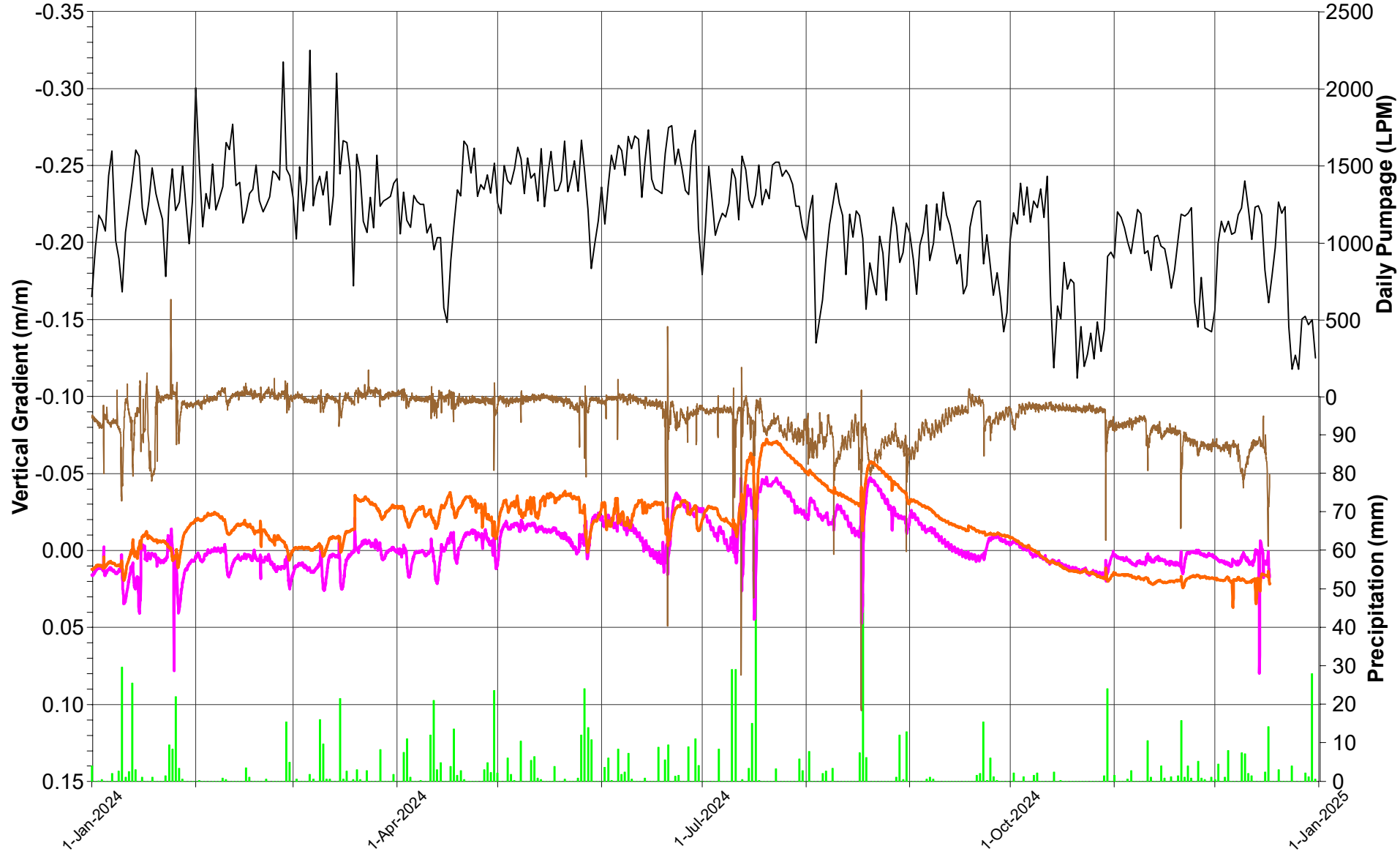
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

VERTICAL GRADIENT VERSUS TIME
MINI-PIEZOMETER NESTS (DOWNGRADIENT)
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E11a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

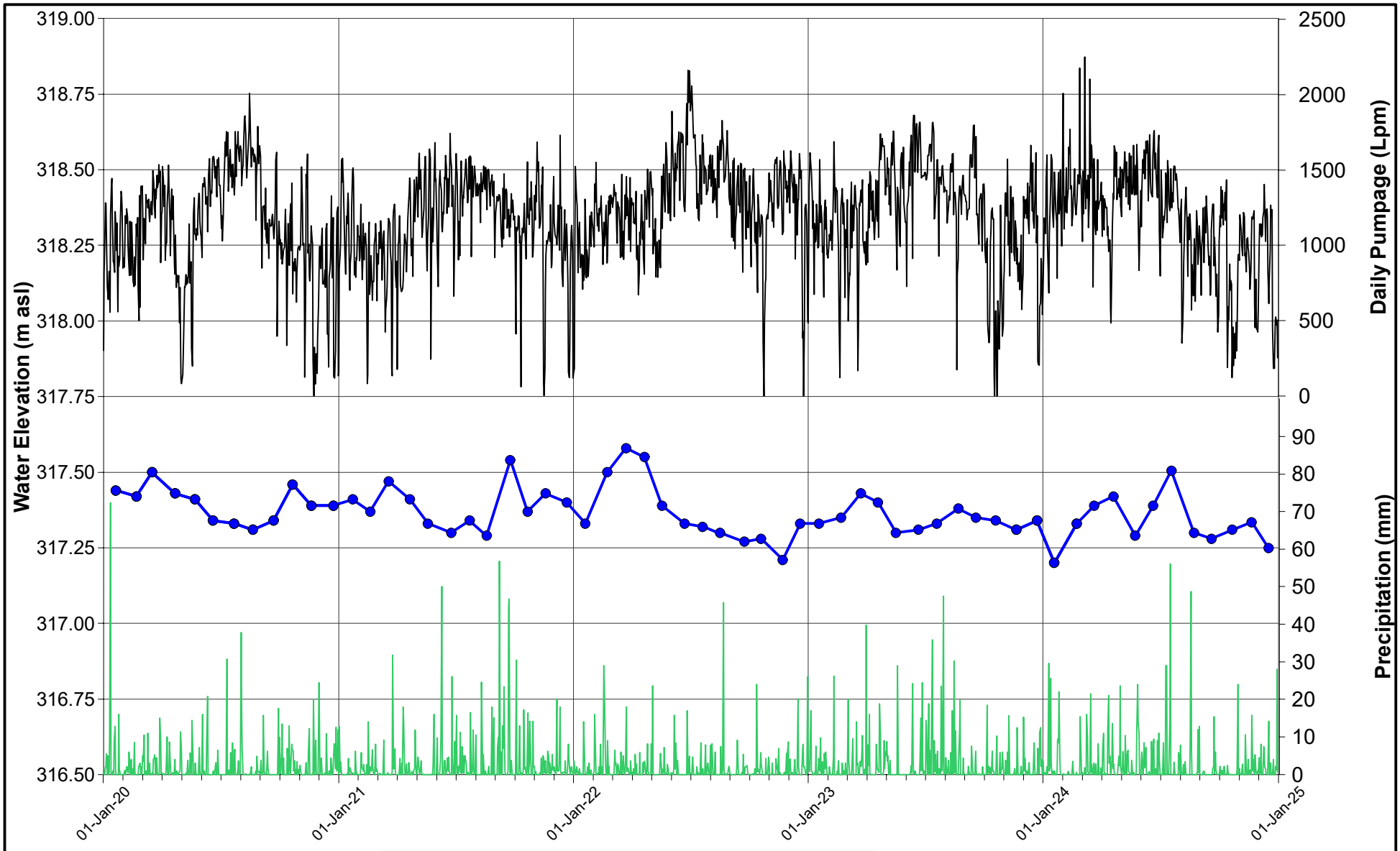
Town of Aberfoyle, Ontario

TITLE

VERTICAL GRADIENT VERSUS TIME
MINI-PIEZOMETER NESTS FOR 2024 (DOWNGRADIENT)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E11b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

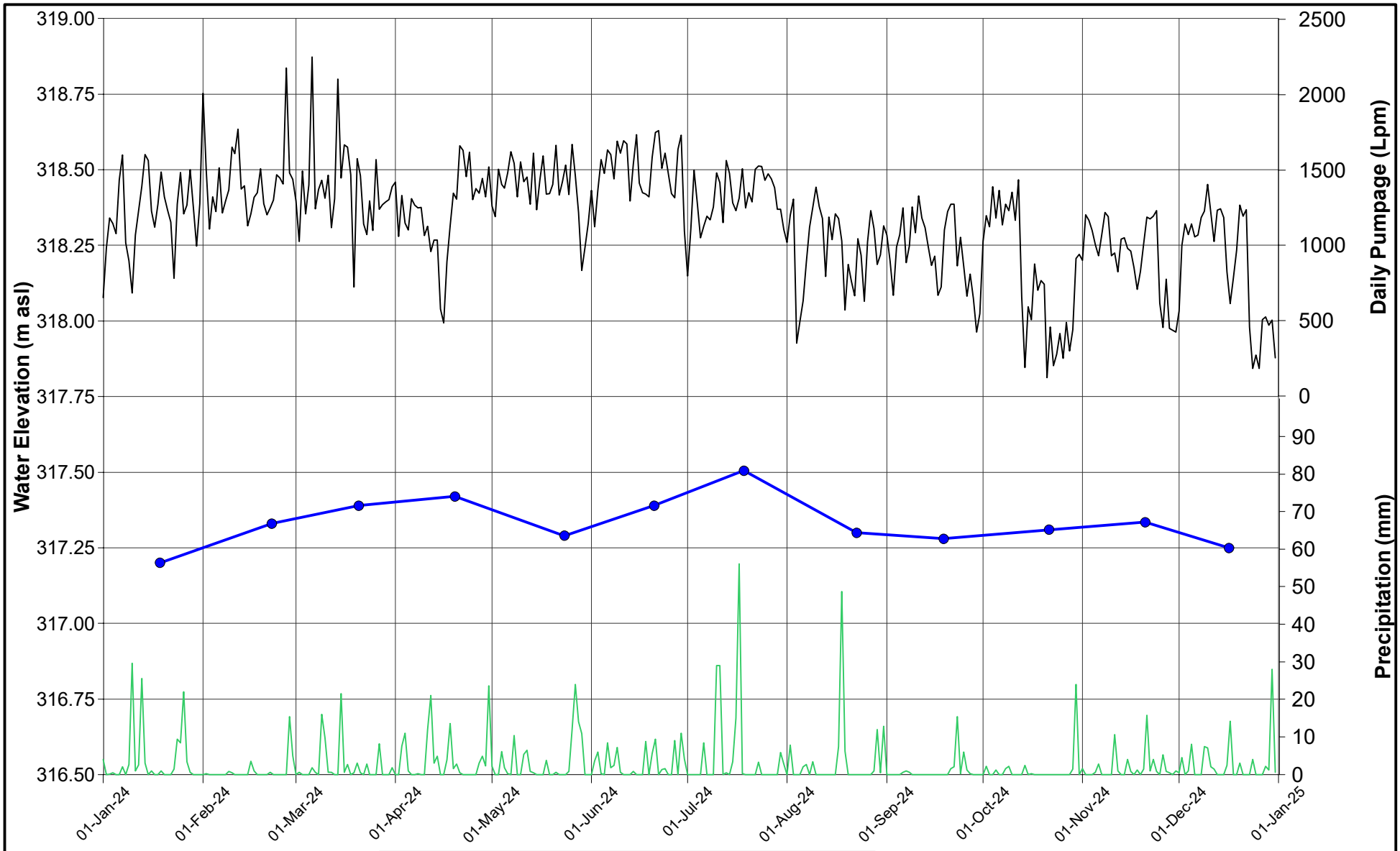
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

SW3 HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E12a



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

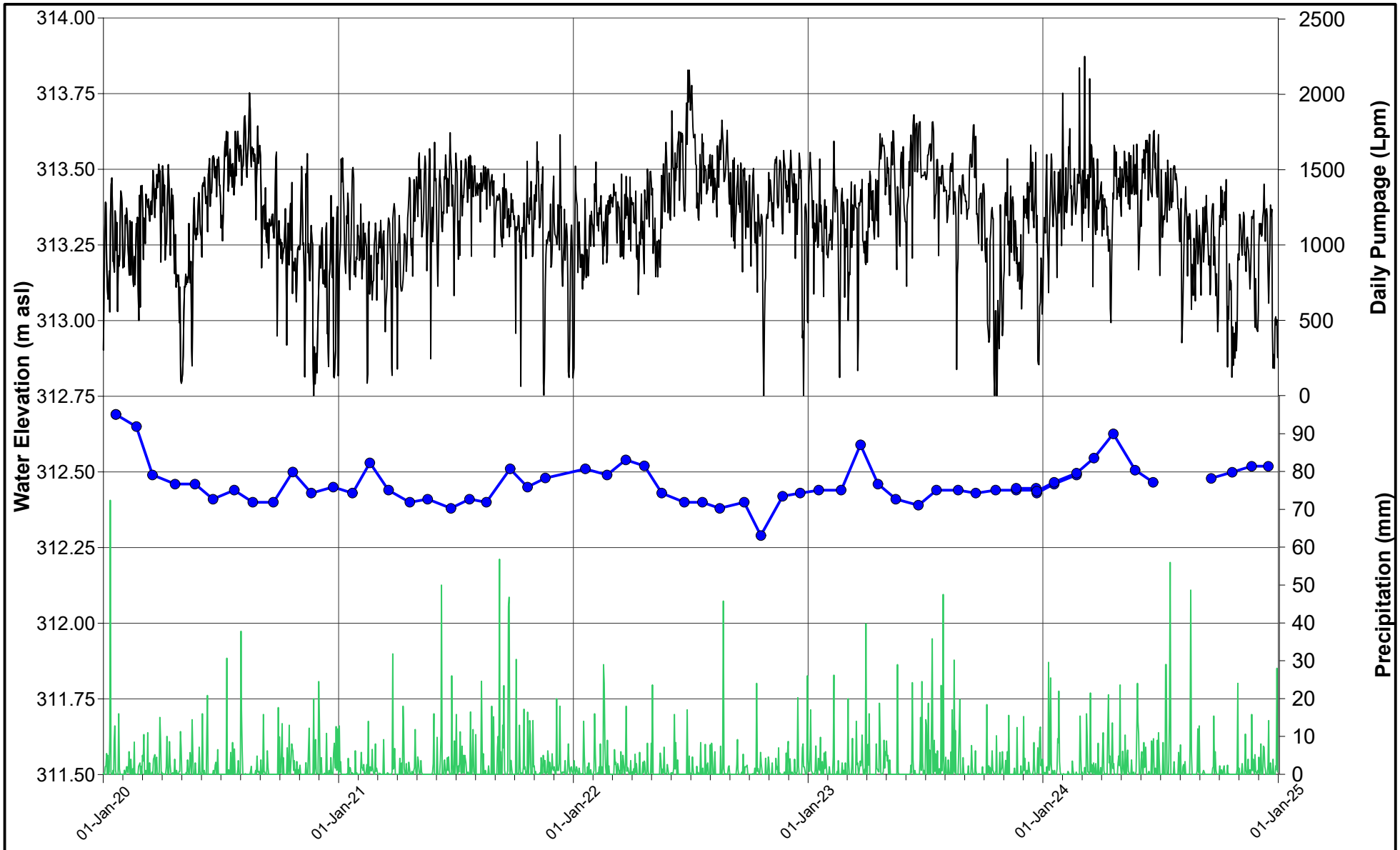
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

SW3 HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E12b



Monitoring station was destroyed summer 2024,
T post replaced monitoring point in September 2024

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

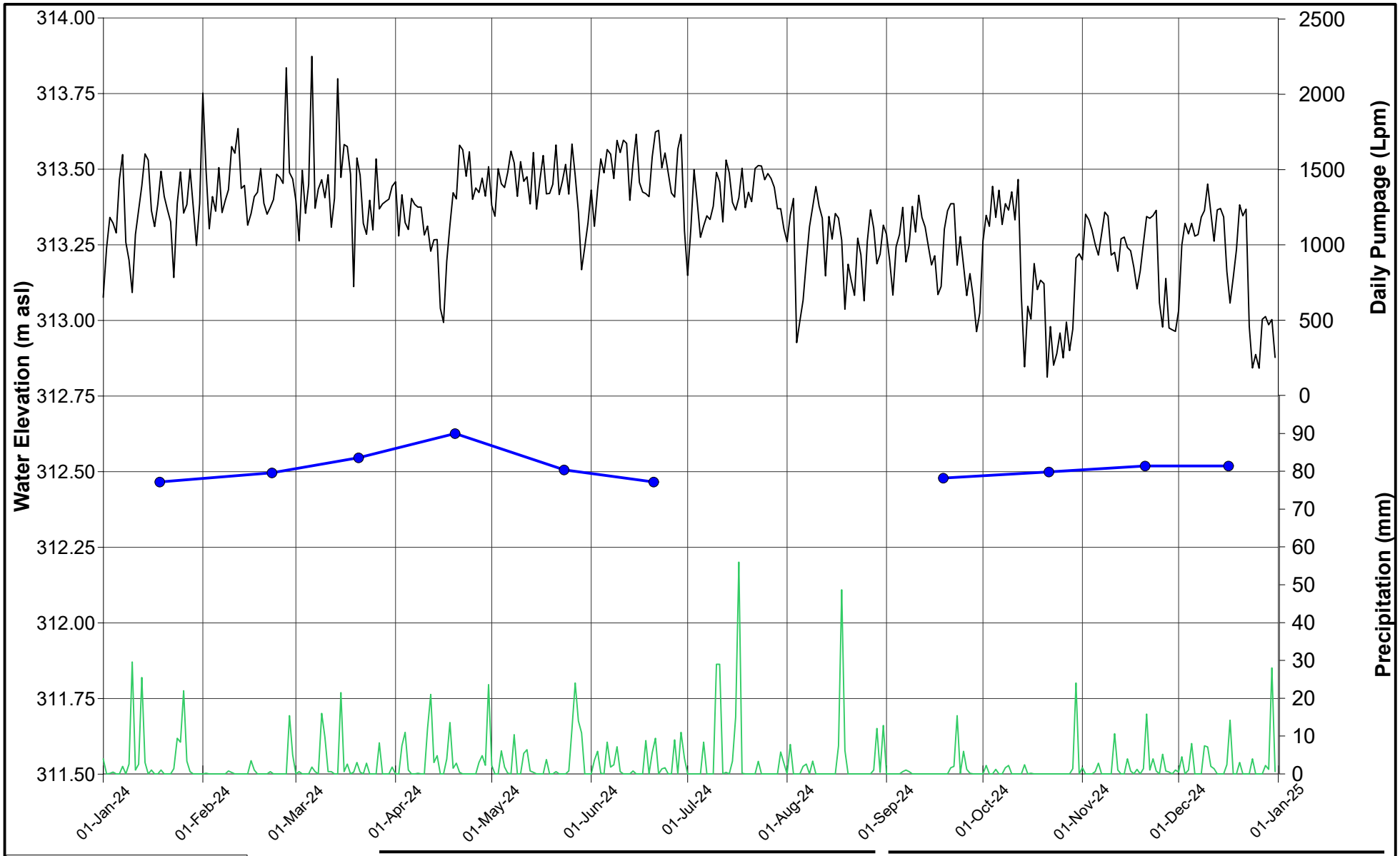
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

SW4 HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E13a



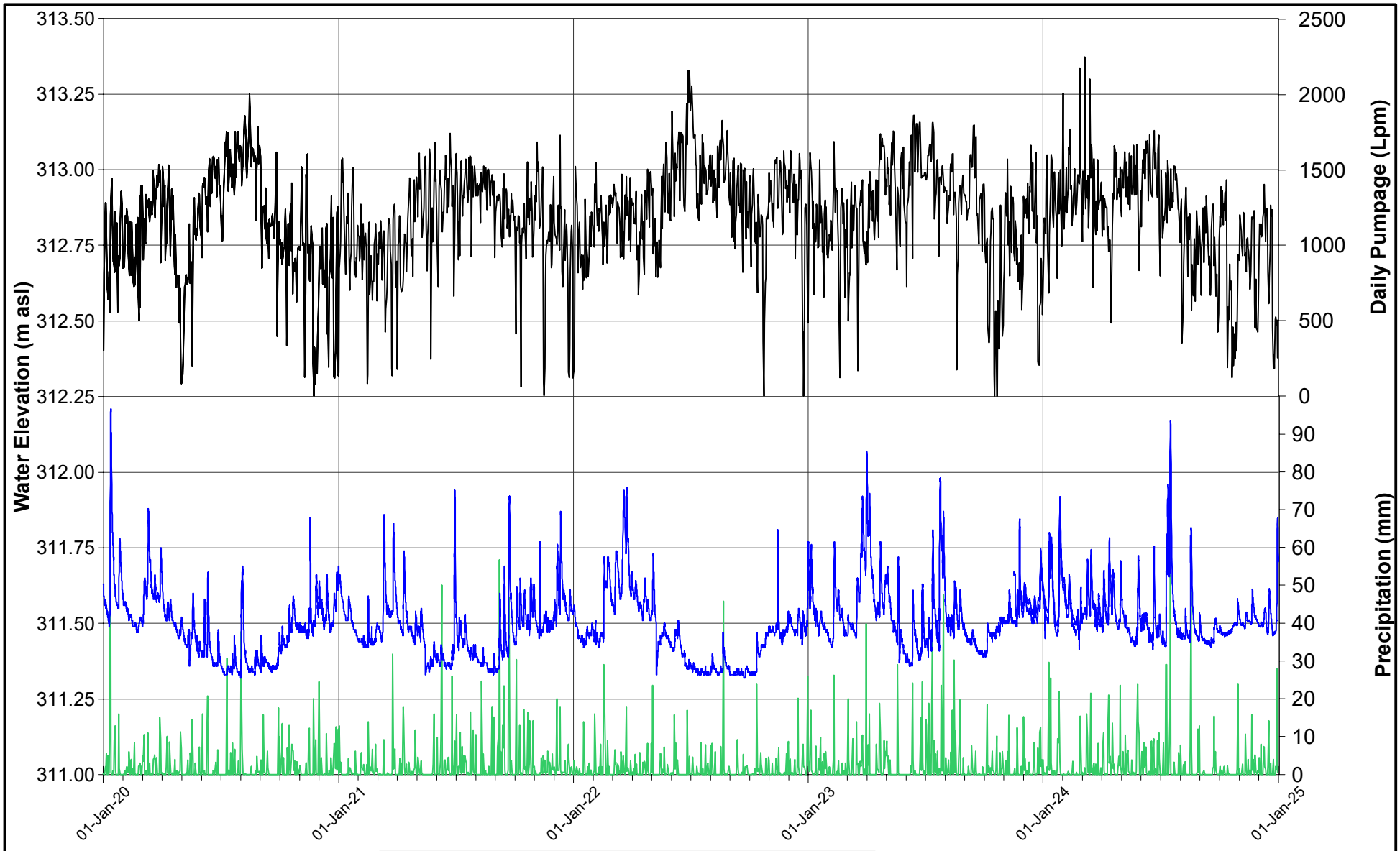
Monitoring station destroyed summer of 2024.
T Post installed as new monitoring station in September 2024

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE
SW4 HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E13b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

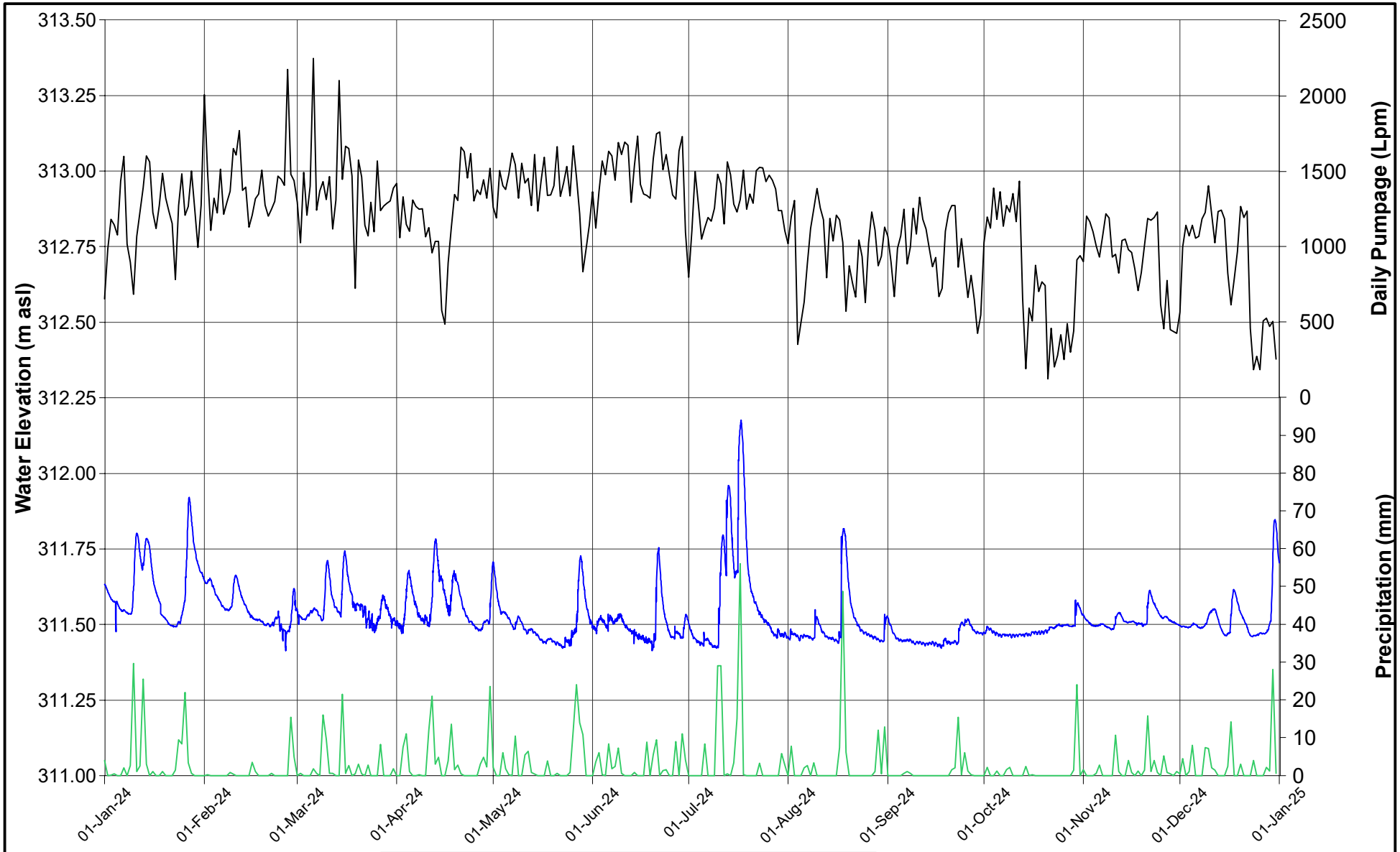
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

SW1 HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E14a



PROJECT

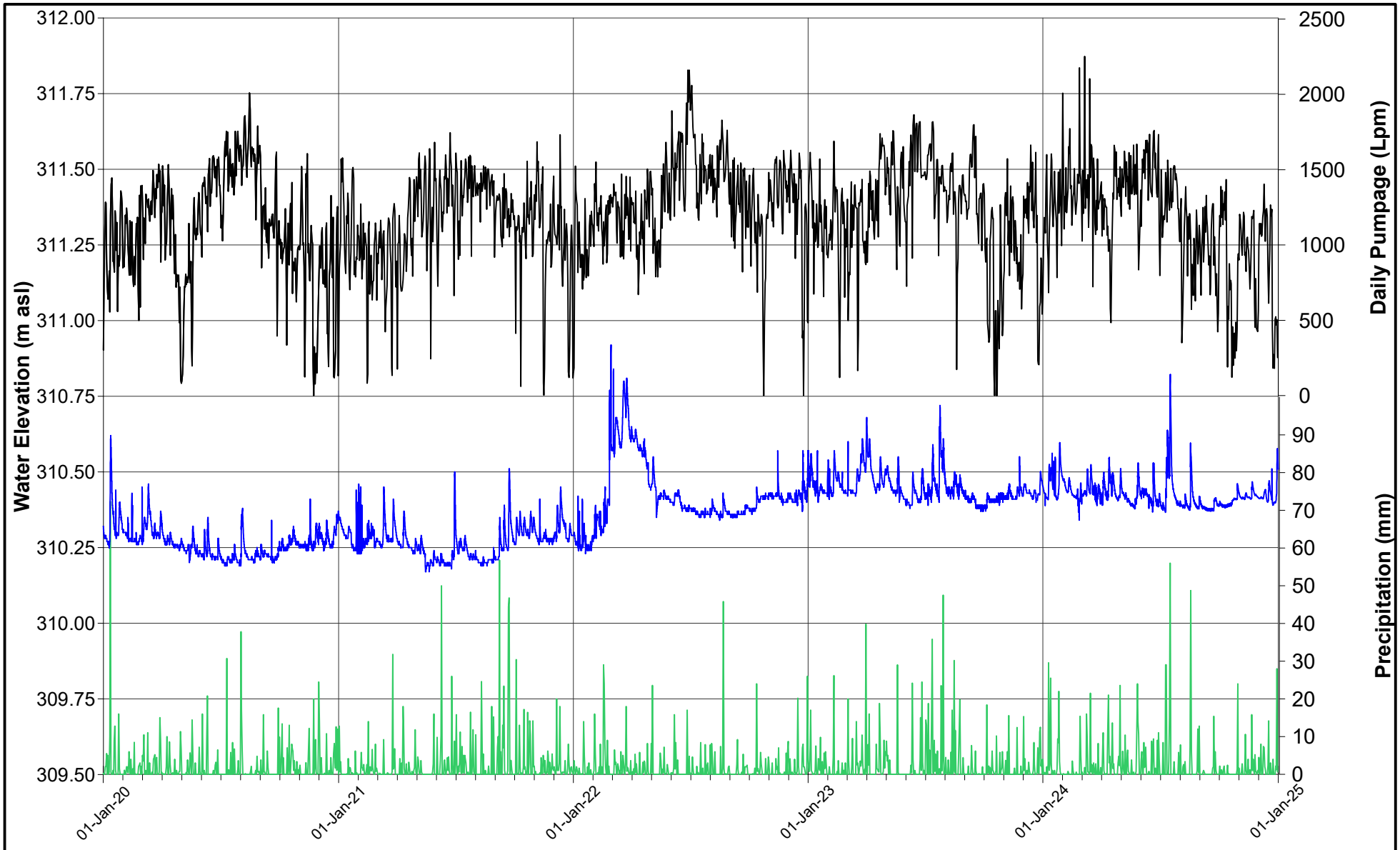
WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

SW1 HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E14b



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

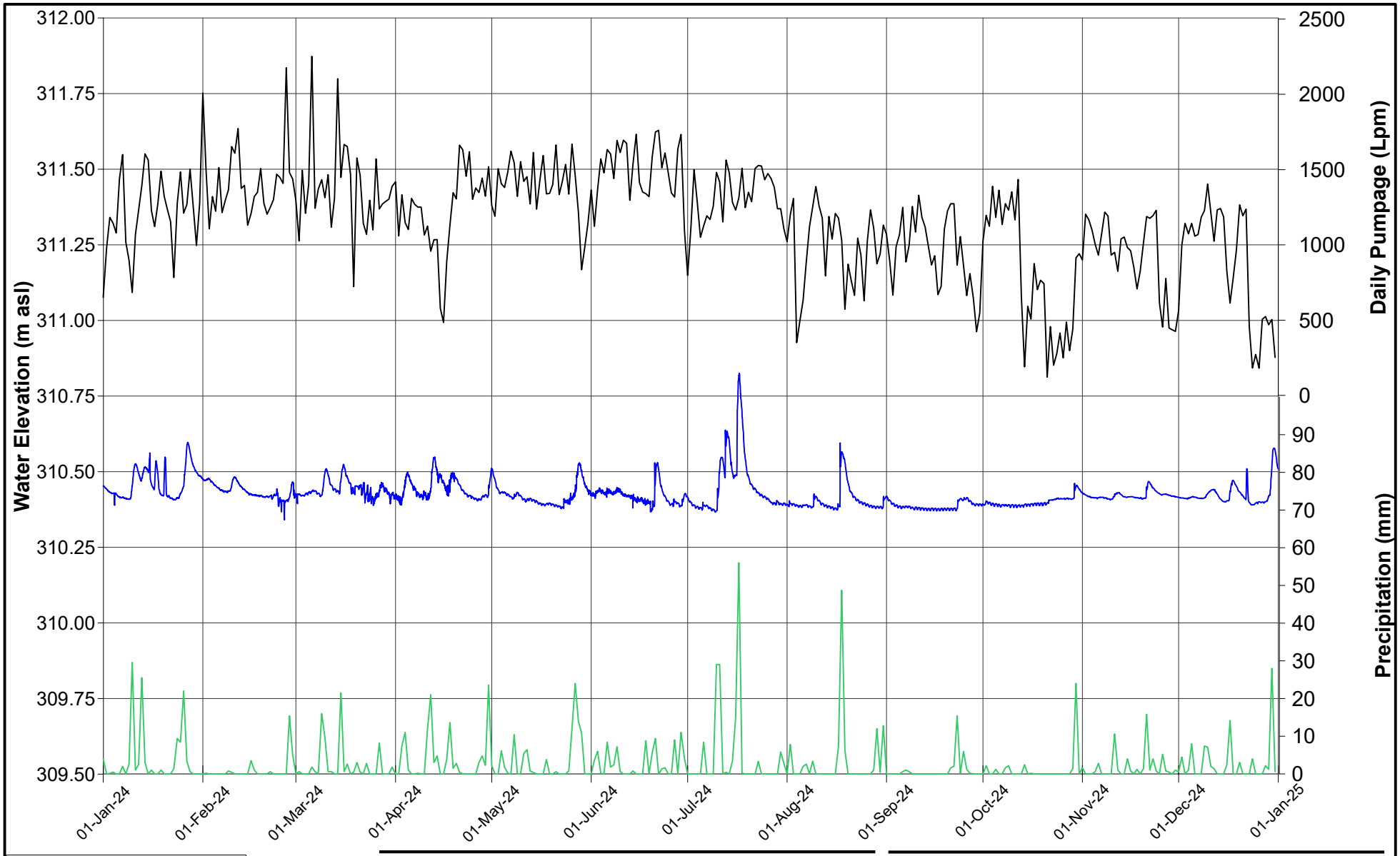
Town of Aberfoyle, Ontario

TITLE

SW2 HYDROGRAPH
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E15a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

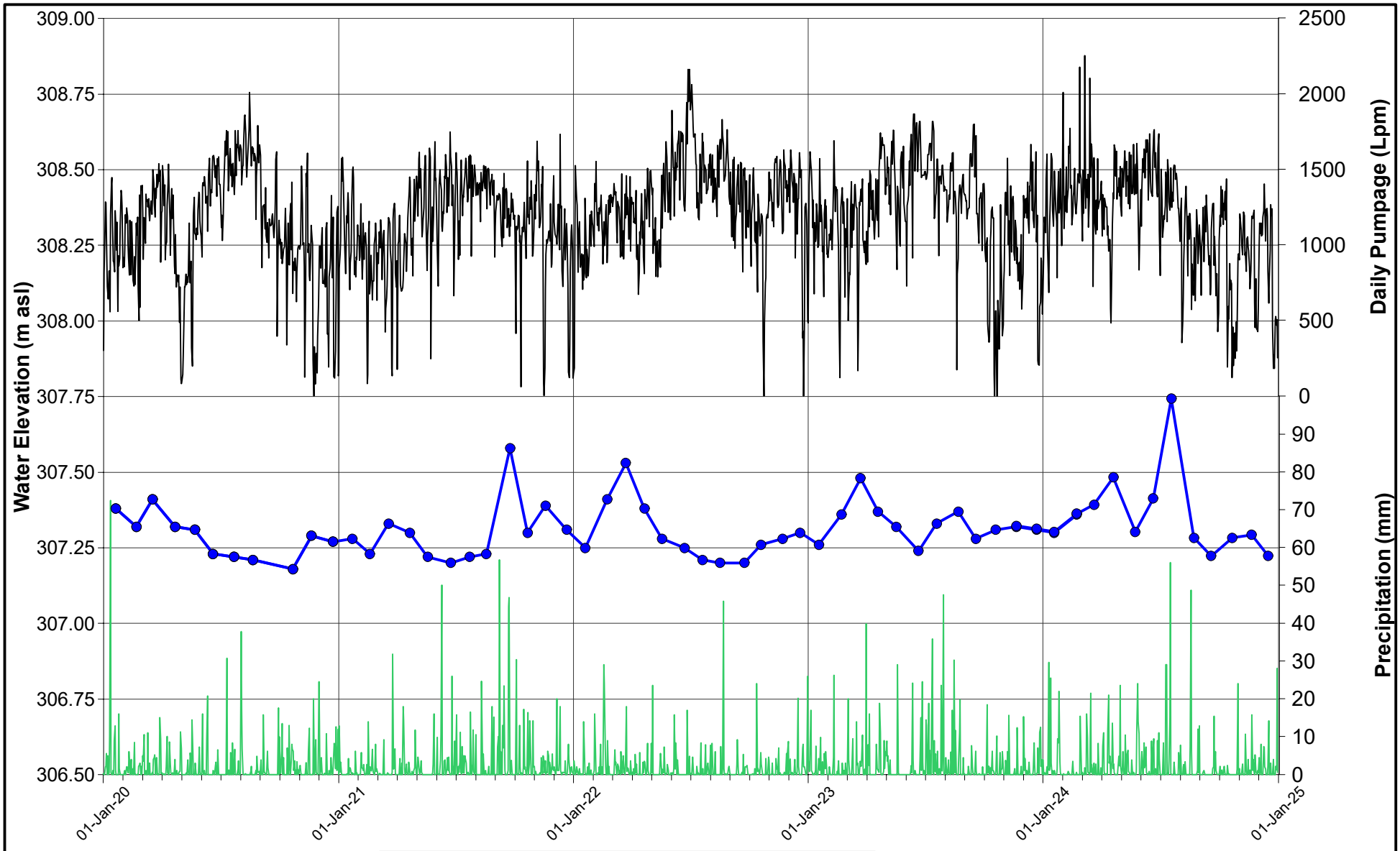
Town of Aberfoyle, Ontario

TITLE

SW2 HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E15b



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

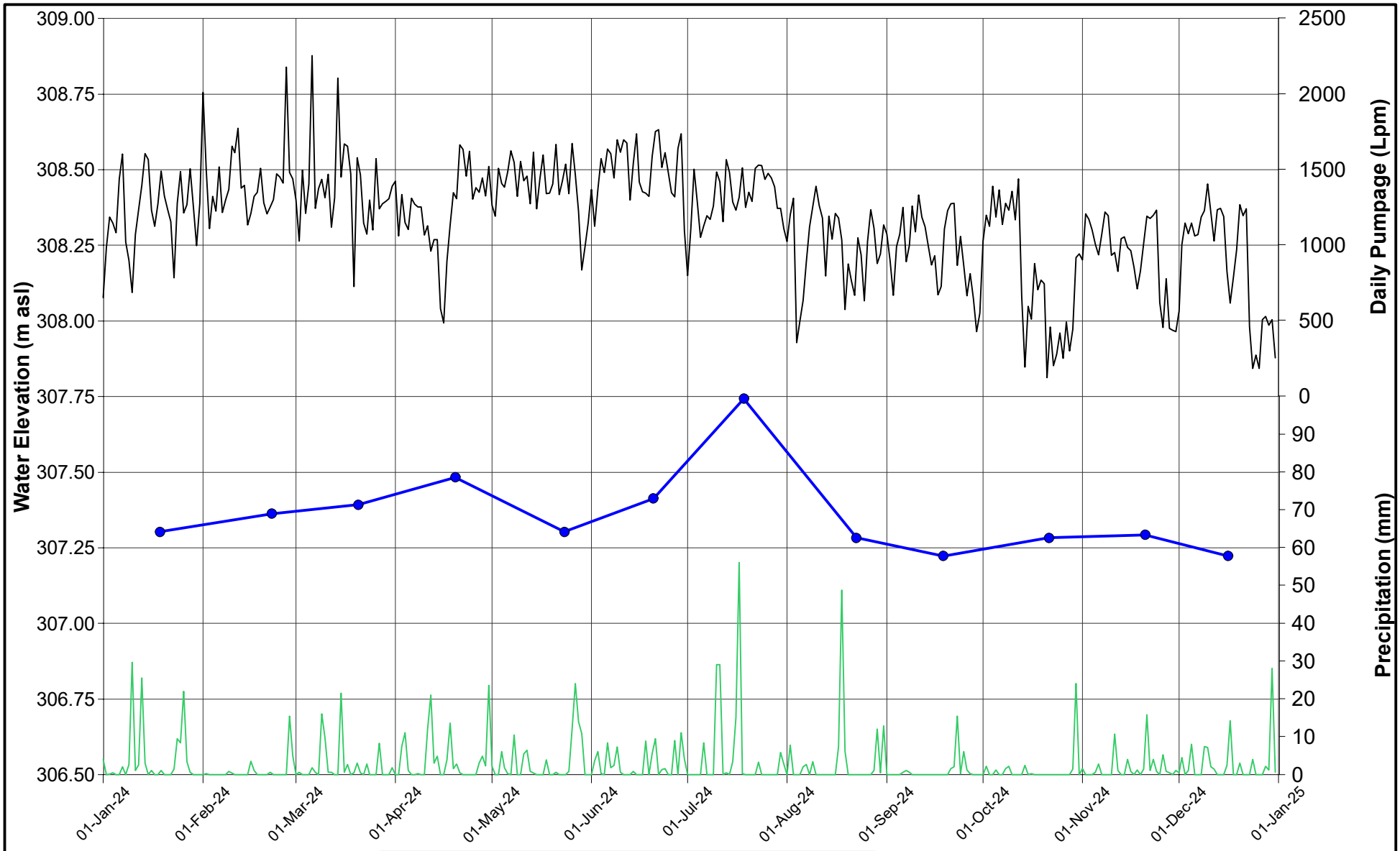
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

SW5 HYDROGRAPH
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E16a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

SW5 HYDROGRAPH (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	E16b

TABLE E1
Manual Surface Water Elevations (Mini Piezometers)
2024 Annual Report

Date	Water Level (masl)									
	MP1D-16	MP1S-16	MP16D-08	MP16S-08	MP6D-04	MP6S-08	MP12D-04	MP12S-04	MP14D-07	MP14S-07
19/20-Mar-2024	318.89*	318.32	312.28	312.28	311.59	311.57	311.48	311.46	311.52*	311.20
19/20-Jun-2024	318.78	318.27	312.16	312.16	311.46	311.45	311.38	311.32	311.40	311.16
18/19-Sep-2024	318.71	318.22	312.20	312.20	311.47	311.52	311.47	311.40	311.41	311.19
16/17-Dec-2024	318.76	318.24	312.15	312.17	311.66	311.62	311.57	311.52	311.56	311.25

* Water frozen

TABLE E1
Manual Surface Water Elevations (Mini Piezometers)
2024 Annual Report

Date	Water Level (masl)					
	MP8D-04	MP8S-04	MP17D-11	MP17S-11	MP18D-11	MP18S-11
19/20-Mar-2024	310.39	310.36	309.69	309.69	308.52	308.48
19/20-Jun-2024	310.28	310.27	309.51	309.52	308.42	308.35
18/19-Sep-2024	310.29	310.27	309.51	309.52	308.34	308.32
16/17-Dec-2024	310.39	310.38	309.64	309.69	308.34	308.38

* Water frozen

TABLE E2
Manual Surface Water Elevations (Surface Water Stations)
2024 Annual Report

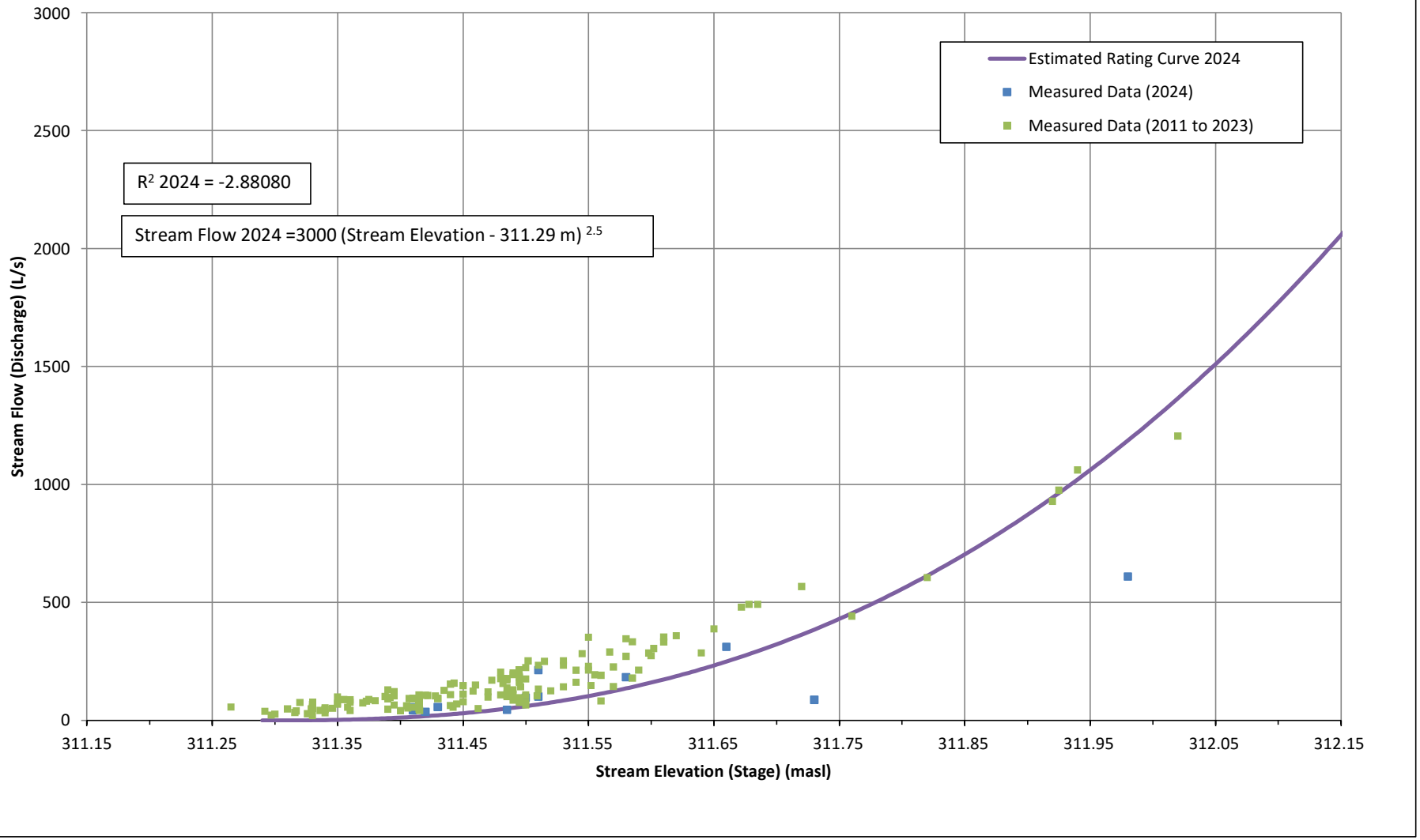
Date	Water Level (masl)				
	SW1	SW2	SW3	SW4	SW5
18-Jan-24	311.73*	310.43	317.20	312.47	307.30
22-Feb-24	311.51	310.43	317.33	312.50	307.36
19-Mar-24	311.58	310.47	317.39	312.55	307.39
19-Apr-24	311.66	310.53	317.42	312.63	307.48
23-May-24	311.43	310.40	317.29	312.51	307.30
19-Jun-24	311.41	310.41	317.39	312.47	307.41
18-Jul-24	311.98	310.67	317.51	NA	307.74
22-Aug-24	311.50	310.44	317.30	NA	307.28
18-Sep-24	311.42	310.41	317.28	312.48	307.22
21-Oct-24	311.49	310.43	317.31	312.50	307.28
20-Nov-24	311.41	310.43	317.34	312.52	307.29
17-Dec-24	311.51	310.50	317.25	312.52	307.22

* Water frozen

NA - Data not available

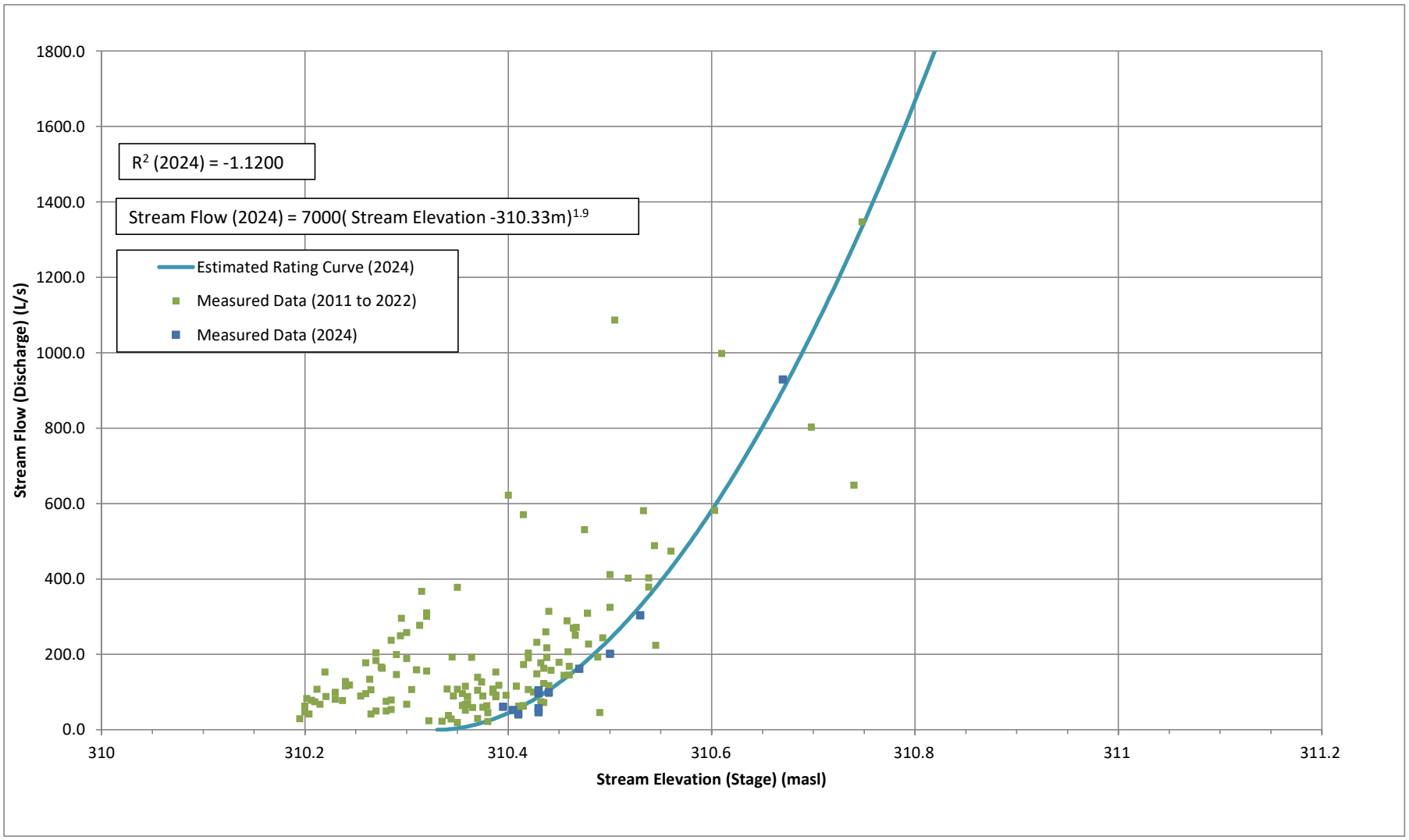
APPENDIX F

Surface Water Flow Monitoring



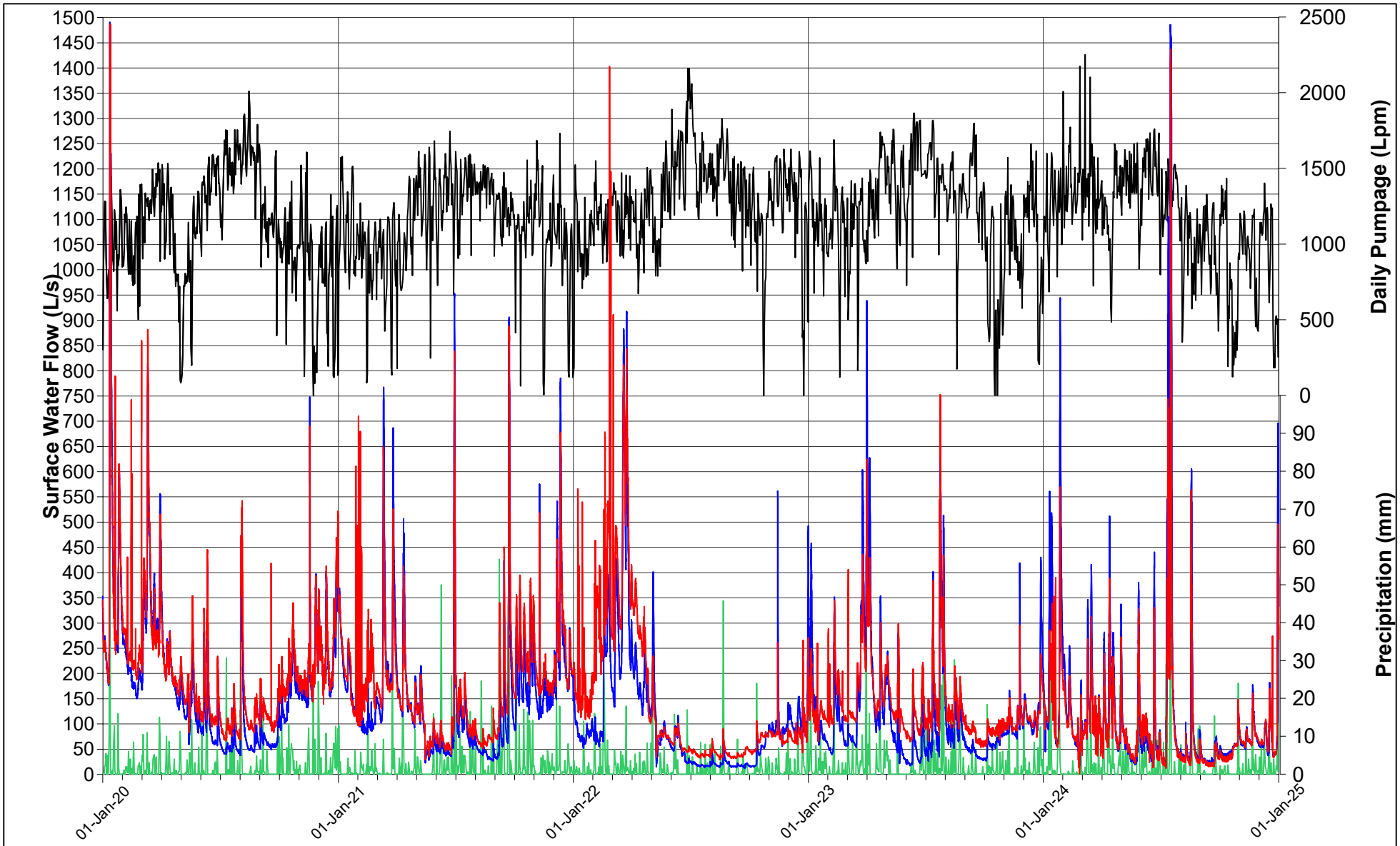
2024 Data Notes:
In 2024, the range of water levels recorded during manual flow measurements (and used to determine the stage-discharge relationship) = ~311.41 to 311.98 masl. The full range of water levels recorded in 2024 = ~311.41 to 312.17 masl.

Figure. F1
STAGE-DISCHARGE MEASUREMENTS FOR SW1 (2024)
2024 ANNUAL MONITORING REPORT
WHITE WOLF PROPERTY MANAGEMENT
Aberfoyle, Ontario



2024 Data Notes:
In 2024, the range of water levels recorded during manual flow measurements = 310.40 to 310.67 masl. The full range of water levels recorded in 2024 = ~310.34 to 310.82 masl.

Figure. F2
STAGE-DISCHARGE MEASUREMENTS FOR SW2 (2024)
2024 ANNUAL MONITORING REPORT
WHITE WOLF PROPERTY MANAGEMENT
Aberfoyle, Ontario



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

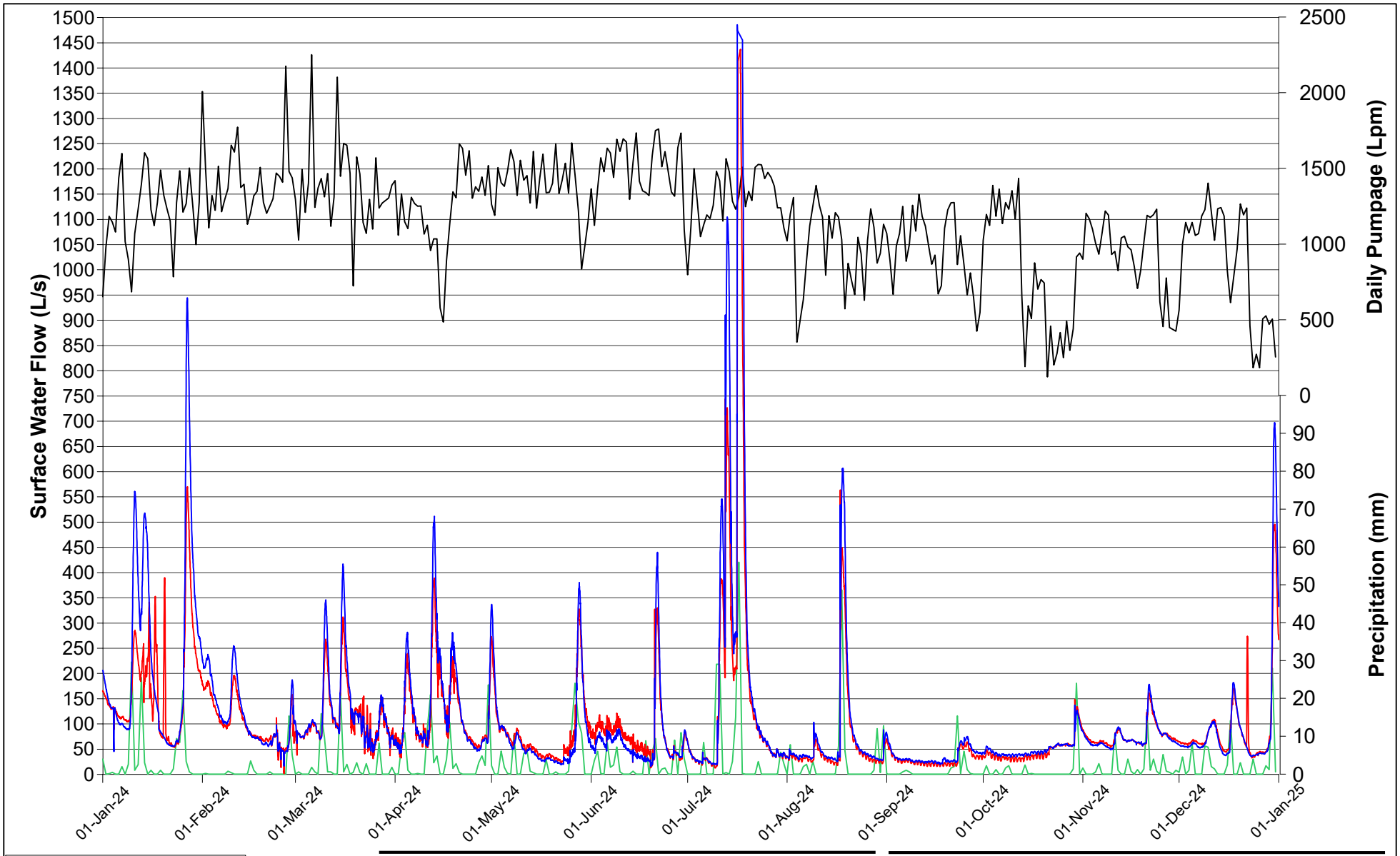
PROJECT

WHITE WOLF PROPERTY MANAGEMENT
Town of Aberfoyle, Ontario

TITLE

SURFACE WATER FLOW VS. TIME
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	F3a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

SURFACE WATER FLOW VS. TIME (2024)
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

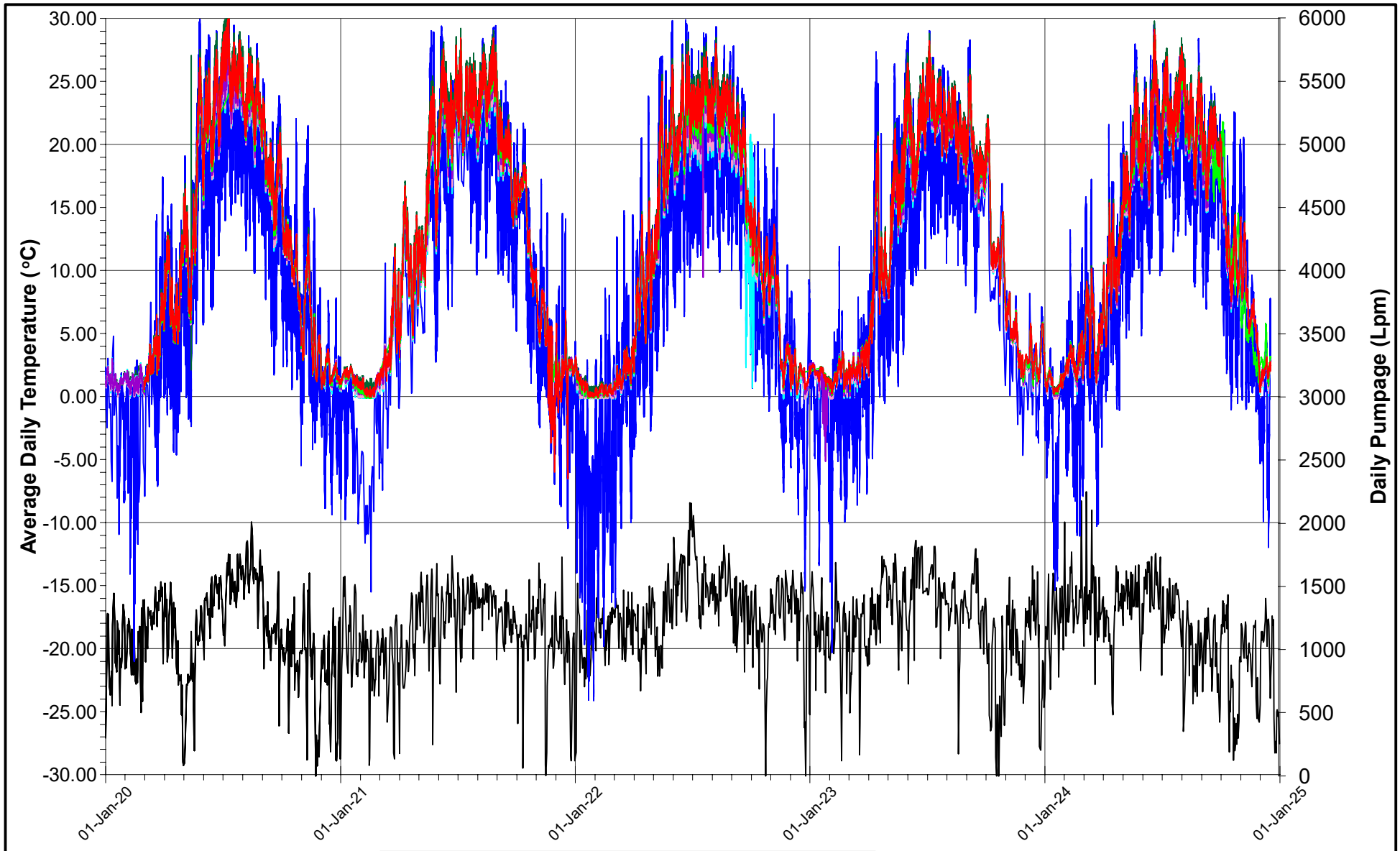
PROJECT NO.	REV	FIGURE
CA0049769.2148	A	F3b

TABLE F1
Surface Water Flow
2024 Annual Report

DATE	SW-1 Flow (L/sec)	SW-2 Flow (L/sec)
18-Jan-24	86.6	96.7
22-Feb-24	100.5	104.8
19-Mar-24	182.6	161.9
19-Apr-24	311.3	302.8
23-May-24	55.8	60.9
19-Jun-24	42.8	52.6
18-Jul-24	609.1	928.9
22-Aug-24	95.9	99.3
18-Sep-24	36.3	41.6
21-Oct-24	44.5	46.3
20-Nov-24	54.3	56.9
17-Dec-24	212.5	201.2

APPENDIX G

Stream Temperature Monitoring



DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT

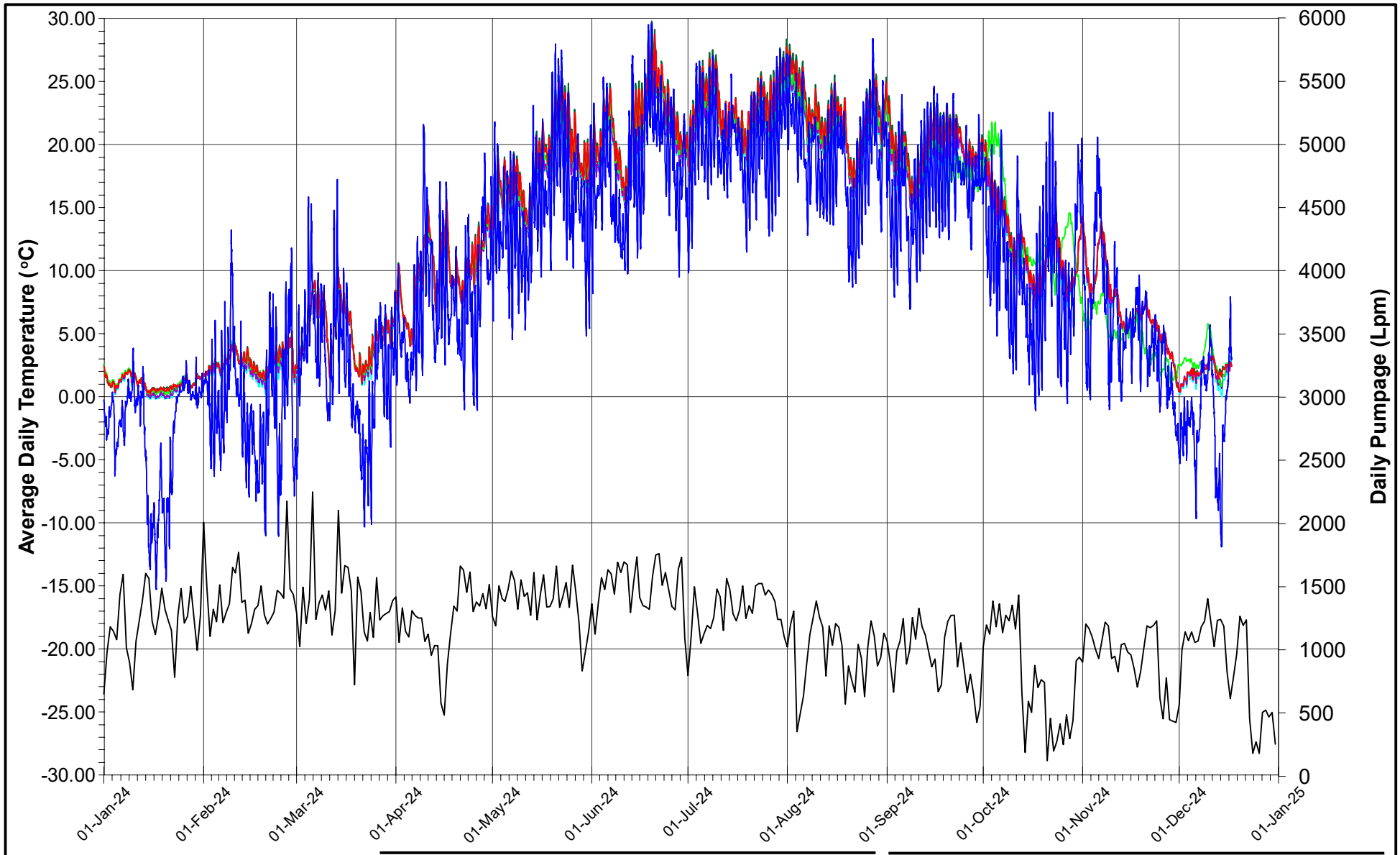
WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

AVERAGE DAILY SURFACE WATER TEMPERATURE VS. TIME
2024 ANNUAL MONITORING REPORT

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	G1a



PROJECT

WHITE WOLF PROPERTY MANAGEMENT

Town of Aberfoyle, Ontario

TITLE

AVERAGE DAILY SURFACE WATER TEMPERATURE VS. TIME
2024 ANNUAL MONITORING REPORT

DATE	MARCH 2025
DESIGN	KS
REVIEW	GP
APPROVED	GP

PROJECT NO.	REV	FIGURE
CA0049769.2148	A	G1b

Examination of the Temperature Suitability of Aberfoyle Creek for Resident Fishes: 2006-2024

Prepared for Blue Triton Brands



Prepared by Cam Portt and Jim Reid

C. Portt and Associates

December 2024

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Introduction

Condition 4.4 of the Permit to Take Water (PTTW Number 1763-8FXR29) issued to Nestlé Waters Canada (Nestlé), now Blue Triton Brands (Blue Triton), by the Ontario Ministry of Environment (MOE, now Ministry of Environment, Conservation and Parks) on April 29, 2011, required that Nestlé review the appropriateness of the methodology of their water temperature monitoring program in Aberfoyle Creek (the Nestlé program). C. Portt and Associates conducted that review for Nestlé and made a number of recommendations (Portt, 2011). The recommendations of the review were accepted by the MOE and were to be incorporated commencing in the 2012 field season (letter from Carl Slater, MOE, to Don DeMarco, Nestlé, October 26, 2011). One of those recommendations was that historical and future temperature data be analyzed using ThermoStat software, which has been developed to evaluate the thermal suitability of Ontario streams for thermal guilds for individual species of fishes in order to provide insight into the ecological implications of the current temperature regime. The monitoring is now required under Condition 4.4 of PTTW 3133-C5BUH9. Subsequently, the results of these analyses have been reported annually (Portt and Reid, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024). This report presents the results of the analyses of the 2024 data, together with the data from previous years.

Methods

Water temperature is monitored at the sediment-water interface at six locations in Aberfoyle Creek (Figure 1) using Tidbit© V2 and MX2203 temperature loggers manufactured by Onset Computer Corporation. (http://www.onsetcomp.com/products/data-loggers/utbi-001 or mx2203). The loggers have an accuracy of ±0.2°C between 0°C and 50°C and drift is 0.1°C per year. Monitoring at Stations 1 – 5 began in 2005; monitoring at Station 6, which is the station furthest upstream, began in 2008. The data are logged at half-hour intervals.

The data were analyzed using ThermoStat Version 3.1 temperature analysis software (Jones and Schmidt, http://people.trentu.ca/ nicholasjones/thermostat.htm). ThermoStat calculates the thermal suitability for individual fish species based on laboratory determined optimal and lethal temperatures, compiled by Hasnain et al. (2010), and the water temperature record.

Hasnain *et al*. (2010) provide the following definitions for the temperature criteria:

Optimum growth temperature (OGT)*: The optimum growth temperature is that which supports the highest growth rate in an experiment where separate groups of fish are exposed to one of a set of constant temperatures under ad libitum feeding conditions. The range of these constant temperatures is chosen so that reduced growth is observed at both extremes (McCauley and Casselman 1980 cited in Wismer and Christie 1987, Jobling 1981).*

Final temperature preferendum (FTP)*: Final temperature preferendum is that towards which fish gravitate when exposed to an 'infinite' temperature range (Giattina and Garton 1982 cited in Wismer and Christie 1987). Two methods are used to determine FTP: the gravitation method and the acclimation*

method (Jobling 1981). The gravitation method involves exposing fish to a temperature gradient until they gravitate towards a specific temperature. The acclimation method extends the gravitation method by carrying out repeated 'gravitation trials' with fish acclimated to progressively higher temperatures. The preferred temperature exhibited in each trial is then plotted against the acclimation temperature and the FTP is the temperature at which the best fit line for these data crosses the line of equality (Jobling 1981). An informal survey of a subset of the original sources indicated that most estimates were determined via the gravitation method. FTP estimates obtained using both methods were compiled in the database.

***Upper incipient lethal temperature (UILT)**: The upper incipient lethal temperature is that at which 50% of the fish in an experimental trial survive for an extended period (Spotila et al. 1979, Jobling 1981, Wismer and Christie 1987). Testing for UILT involves placing groups of fish in separate baths, each held at a different constant temperature, using a sufficiently wide range of constant temperatures that rapid mortality is observed in some baths whereas slow incomplete mortality occurs in others (Spotila et al. 1979).*

***Critical thermal maximum (CTMax)**: The critical thermal maximum is an indicator of 'thermal resistance' and is defined as the temperature at which a fish loses its ability to maintain a 'normal' upright posture in the water (loss of equilibrium; Jobling 1981). It is determined by exposing fish in a tank to steadily increasing water temperatures (typically at a rate of 1 °C min-1) and noting the temperature at which the fish exhibit spasms and loss of equilibrium (Jobling 1981, Wismer and Christie 1987). Remaining at, or above, CTMax results in mortality (Jobling 1981, Wismer and Christie 1987).*

Thermal indices that reflect suitability are calculated based on the temperature record for a location and the laboratory derived criteria (Table 1). The proportion of the June through August temperature measurements that are within ±2 °C of the optimal or preferred temperature and the proportion of the June through August temperature measurements that equal or exceed the lethal threshold temperatures are expressed as a percentage of the total number of temperature measurements during this period. Because the temperature measurements occurred at fixed intervals, this percentage of measurements is equivalent to the percentage of the time from June 1st through August 31st that the temperature conditions are met.

Table 1. Indices used to evaluate the thermal suitability for individual fish species.

Optimal Range Indices	
%OGT	Percent of temperature measurements within ±2°C of the optimal growth temperature. Higher values indicate better conditions, to a theoretical maximum of 100%.
%FTP	Percent of temperature measurements within ±2°C of the final temperature preferendum. Higher values indicate better conditions, to a theoretical maximum of 100%.
Lethal Threshold Indices	
%>UILT	Percent of temperature measurements that equal or exceed the upper incipient lethal temperature. Lower values indicate better conditions. 0% is optimum.
%>CTmax	Percent of temperature measurements that equal or exceed the critical thermal maximum. Lower values indicate better conditions. 0% is optimum.

Not all the temperature criteria are available from the scientific literature (Hasnain et al, 2010) and, therefore, some of the thermal suitability indices cannot be calculated for some species. The temperature criteria that were available and used by ThermoStat for the fish species that were captured in Aberfoyle Creek during electrofishing conducted in 2008 are presented in (Table 2), together with the number of individuals of each species that was captured on each of the two sampling dates.

Table 2. Number of individuals of each species that were captured by electrofishing Aberfoyle Creek on January 31 and September 24, 2008 and the temperature criteria that are available from the scientific literature, from Hasnain et al (2010), and are used by ThermoStat to calculate thermal indices.

Common name	Scientific name	Number of individuals captured Sampling date		Temperature criteria available from the scientific literature			
		01/31/2008	09/24/2008	OGT	FTP	UILT	CTmax
blacknose dace	*Rhinichthys atratulus*	25	29	na[1]	19.6	28.6	30.2
bluntnose minnow	*Pimephales notatus*	3	2	26.2	24.1	31.5	29.9
brook trout	*Salvelinus fontinalis*	1	0	14.2	14.8	24.9	29.3
brown trout	*Salmo trutta*	4	3	12.6	15.7	25.0	28.3
common shiner	*Luxilus cornutus*	96	36	22.0	21.9	30.4	31.2
common white sucker	*Catostomus commersonii*	49	76	25.5	23.4	27.8	31.6
creek chub	*Semotilus atromaculatus*	154	353	na	24.9	29.1	33.0
johnny darter	*Etheostoma nigrum*	59	52	na	na	na	na
largemouth bass	*Micropterus salmoides*	0	3	26.6	28.6	31.9	38.4
pumpkinseed	*Lepomis gibbosus*	2	10	25.0	27.7	31.7	37.6
rainbow darter	*Etheostoma caeruleum*	3	28	na	19.9	na	32.1
rock bass	*Ambloplites rupestris*	9	37	28.4	24.9	33.9	36.0

1. na indicates that the temperature metric was not available.

The water temperature data were analyzed for each year at each monitoring location, excluding cases for which a significant portion of the potential temperature measurements was missing for the June through August period. Temperature logging at Sites 1 through 5 began on July 1, 2005; consequently, 2006 is the first year for which thermal suitability indices were calculated. Temperature logging at Site 6 began on May 15, 2008, so there are no thermal suitability indices for that site prior to 2008. There are significant gaps in the summer temperature data for Site 4 in 2010, so the thermal suitability indices were not calculated. Approximately 3.5 days of data were missing for Sites 2 and 3, at the end of August in 2010, and 9.5 hours of data for June 1 were missing for Site 1 in 2010; it was assumed that these amounts of missing data would not materially alter the calculated thermal suitabilities. There are no gaps in the summer temperature data series after 2010.

The mean air temperature at the Guelph Turfgrass weather station, which is the closest Environment Canada weather station to the site, was calculated for the period June 1 through August 31 for the years 2007-2009 and 2011-2023. The weather station began operating during the summer of 2006, and there are missing data during June of 2010, so the June – August mean could not be calculated for those years. The relationship between mean June – August air temperature and mean June – August water temperature was explored graphically and using regression analyses.

Results

Graphs of the thermal suitability indices are presented in Figure 2 (%>UILT), Figure 3 (%>CTmax), Figure 4 (%FTP) and Figure 5 (%OTG). The indices values are presented in Appendix A. Summer water temperatures are highest at the most upstream location, which is closest to the Aberfoyle Mill pond, and decrease with distance downstream. This is reflected in the thermal indices, which improve from upstream to downstream for species that require cold temperatures and improve from downstream to upstream for species that require warm temperatures. Mean June – August air temperature was 19.32 °C in 2024, which is the fifth warmest for the period 2007 – 2024 (Figure 6). This is reflected in the thermal suitability indices.

Lethal temperatures are arguably the most critical thermal factor in determining fish distributions. If lethality occurs, other factors such as growth are immaterial. It is clear from Figure 2 that brook trout and brown trout are the species whose upper incipient lethal temperature is equaled or exceeded most frequently from June 1st to August 31st; in the warmest years, at the warmest site (Site 6), the %>UILT exceeds 40% for those species. The upper incipient lethal temperature is also exceeded, but infrequently, for blacknose dace, common shiner, creek chub and white sucker. In 2024, the upper incipient lethal temperature for brook trout and brown trout was exceeded 22% and 21% of the time, respectively, at the farthest upstream station and 4% of the time for brook trout and for brown trout at the station farthest downstream.

In 2024, the *CTMax* was exceeded briefly for Brook Trout at Site 6 and for brown trout at Site 6, 1 and 2 (Figure 3).

The percentage of the time, from June 1st to August 31st, that water temperature is within 2°C of the final temperature preferendum (%FTP) is lowest for brown trout and brook trout, which have the lowest preferred temperatures, at all sites in all years (Figure 4; Table 2). The next lowest %FTP values, in most years, are for pumpkinseed and largemouth bass (Figure 4), which have the highest preferred temperatures (Table 2). In 2024, as in past years, the %FTP was highest for species with intermediate temperature requirements.

The percentage of the time, from June 1st to August 31st, that water temperature was within 2°C of the optimal temperature for growth (%OGT) is presented in Figure 5. The lowest %OGT values are for brown trout and brook trout, which have the lowest optimum temperature for growth among the species that occur in this portion of Aberfoyle Creek (Table 2). In 2024, %OGT was zero for brown trout at all sites and ranged from 0.3 at the farthest upstream site to 2.0% at the farthest downstream site for brook trout. The next lowest value was for rock bass, which is the species with the highest optimum temperature for growth (Table 2). As in previous years, the highest mean %OGT in 2024 was for species with intermediate optimum temperatures for growth.

The mean June – August water temperature at each monitoring location is plotted versus mean June – August air temperature at the Guelph Turfgrass Institute in Figure 6. Mean June – August water temperature typically decreases in a downstream direction through the Blue Triton property (Figure 6). This is also evident in the plots of the temperature indices (Figures 2 – 5). For example, the percent of

temperature measurements that exceed the ultimate upper incipient lethal temperature (%>UILT) for brook trout decreases with distance downstream (Figure 2).

As Figure 6 illustrates, the mean June – August water temperature is highly correlated with the mean June – August air temperature. The regressions shown are two-stage polynomials. At the three furthest upstream sites, mean June – August air temperature accounts for 85% of the variation in mean June – August water temperature. The rate of increase in water temperature with air temperature tends to decrease in a downstream direction, as does the proportion of the variation accounted for (the r^2). In 2024, the mean June – August water temperatures were lower than is predicted based on the equations derived from previous years' data at all six locations.

Discussion

The 2024 fish suitability results were consistent with those of previous years. In the reach of Aberfoyle Creek that flows through the Blue Triton property, some species (i.e. largemouth bass, rock bass) are limited by low temperatures and the individuals that occur there probably originate from the mill pond that is just upstream. Brook trout and brown trout, conversely, are limited by high temperatures that exceed their upper incipient lethal temperature frequently during the summer (Figure 2) and often exceed their preferred temperature and their optimum temperature for growth (Figure 5), even in cool summers. The 2024 results continue to support the previously expressed opinion that water temperature is the principal factor limiting trout abundance in the Blue Triton reach of Aberfoyle Creek, which was based on an analysis by C. Portt using the thermal suitability model of Wehrly et al. (2007) and presented in the Response to Technical Stakeholders' Comments on the TW3-80 Permit Renewal Application (Distributed: March 4, 2011).

The data continue to demonstrate a strong correlation between mean June – August air temperature and mean water temperature in Aberfoyle Creek during the same period, however, in 2024, as in 2023, mean water temperature was lower at all six monitoring locations than predicted by the relationship during previous years. In fact, in 2024, mean summer water temperatures were lower than in any of the previous years in the data set except 2023 and 2009. It is unclear what is responsible for the lower water summer temperatures. In 2024 the summer water temperature was about two degrees less than would be predicted from the relationship between air temperature and water temperature based on previous years. This suggests that a reduction in the temperature of water discharged from the mill pond has occurred, as little change in temperature would be expected over the short distance between the pond outlet and Site 6.

Conclusions

In 2024, mean summer (June – August) air temperature was fifth highest among those observed during the period 2007 – 2024. The overall pattern of water temperature suitability for the fish species found in the Aberfoyle Branch of Mill Creek from Brock Road downstream through the Blue Triton property in 2024 are consistent with previous years. Water temperatures during the June 1 – August 31 period are usually too warm for coldwater species such as brook trout and brown trout and too cold for warmwater species

such as largemouth bass. The water temperatures during this period are most favorable for species such as common shiner which have intermediate thermal requirements. During the summer, the water in the mill pond upstream from Brock Road becomes warm and, although the creek temperature decreases with distance downstream, it frequently exceeds the ultimate upper incipient lethal temperature for brook trout and brown trout at the furthest downstream temperature monitoring site.

The 2024 stream temperatures were lower than predicted from the mean water temperature versus mean air temperature regression at all six sites. The cause of the lower stream temperature in 2024 is unknown.

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Figure 1. Temperature logging locations used in the Blue Triton monitoring program in Aberfoyle Creek.

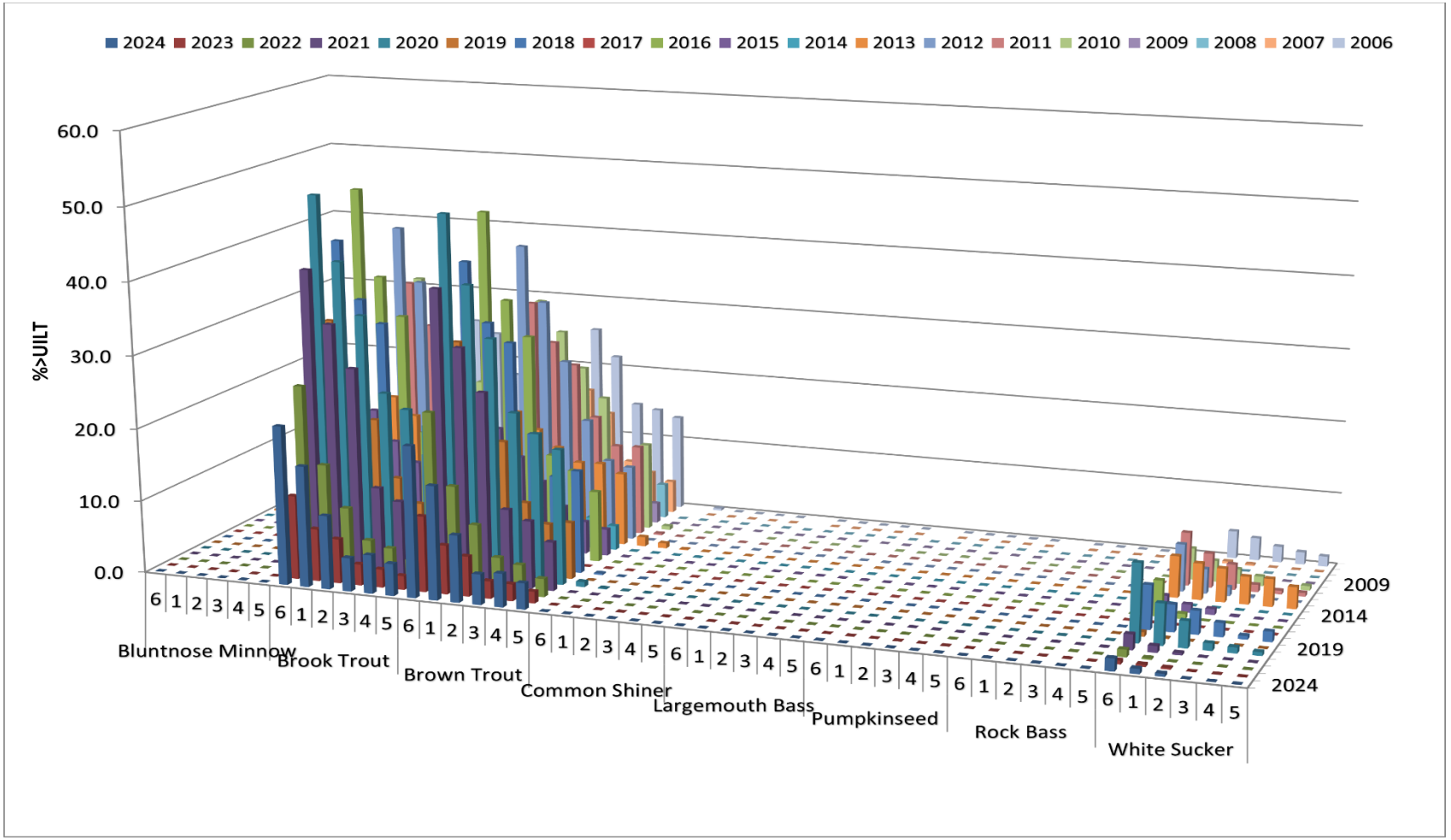

Figure 2. Percent of temperature measurements that exceed the ultimate upper incipient lethal temperature (%>UILT) during the period June 1 to August 31, by species, station, and year.

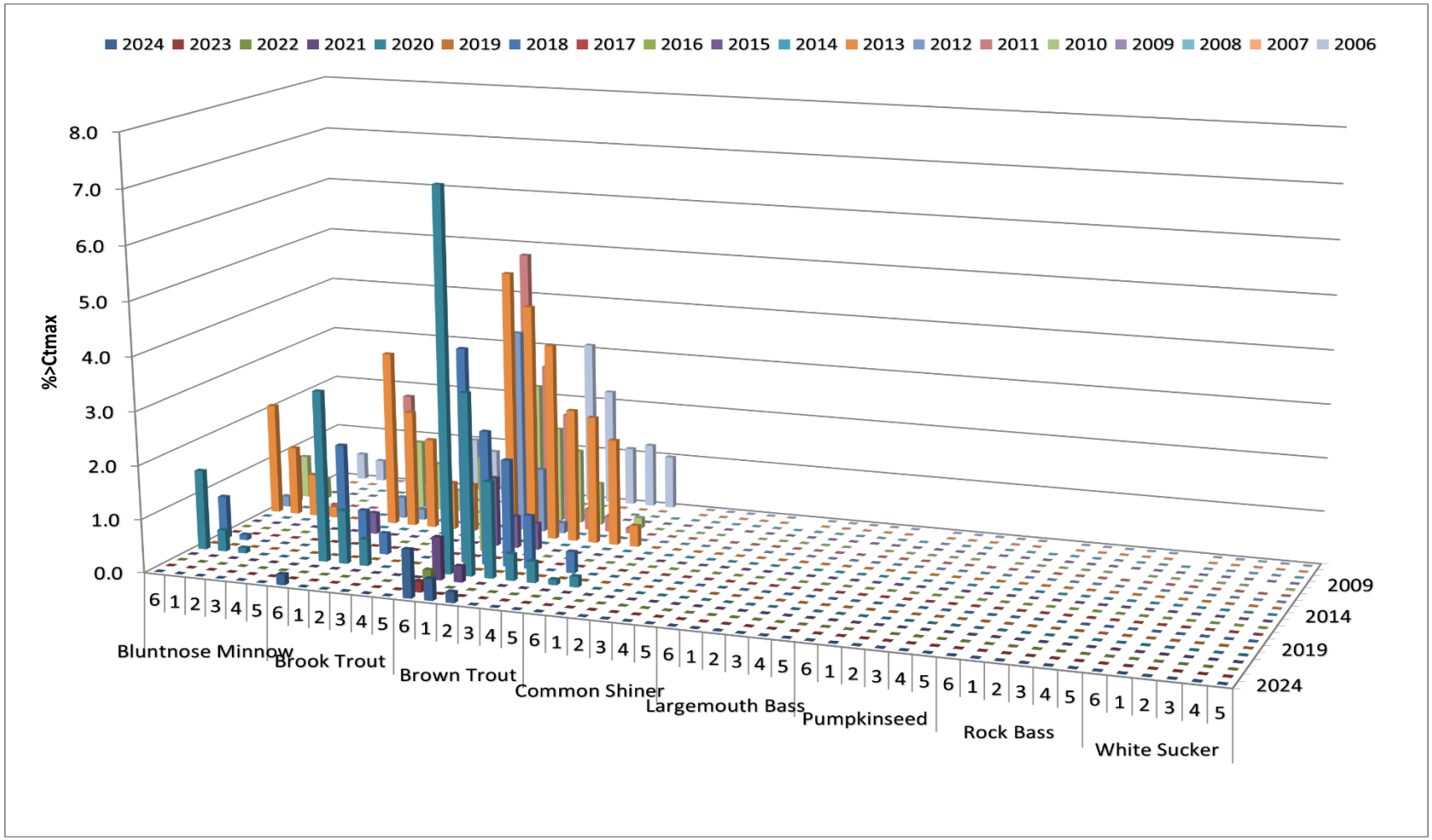

Figure 3. Percent of temperature measurements that exceed the critical thermal maximum temperature (%>CTmax) during the period June 1 to August 31, by species, station, and year.

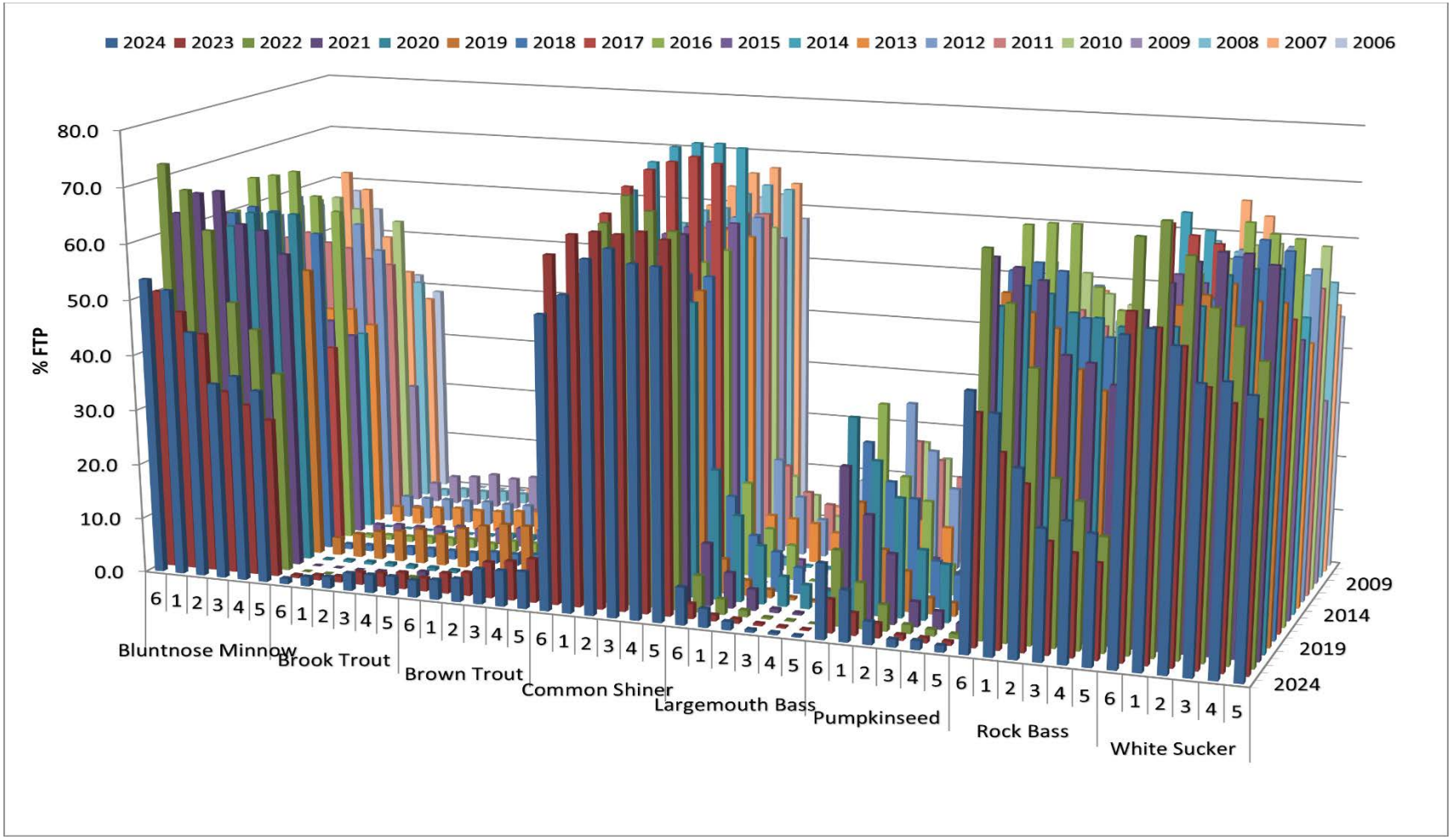

Figure 4. Percent of temperature measurements within ±2°C of the final temperature preferendum (%FTP) during the period June 1 to August 31, by species, station, and year.

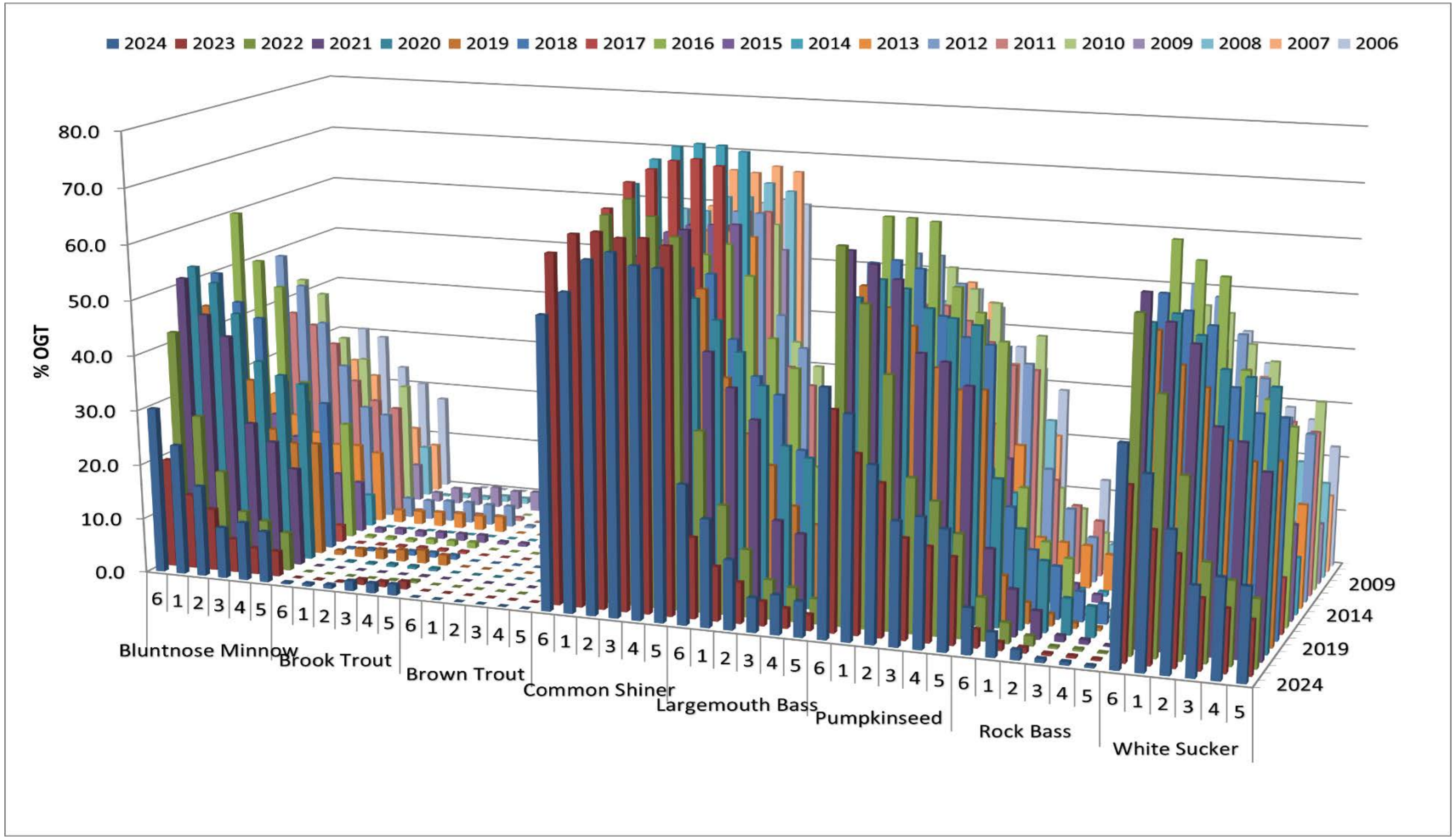

Figure 5. Percent of temperature measurements within ±2°C of the optimal temperature for growth (%OTG) during the period June 1 to August 31, by species, station, and year.

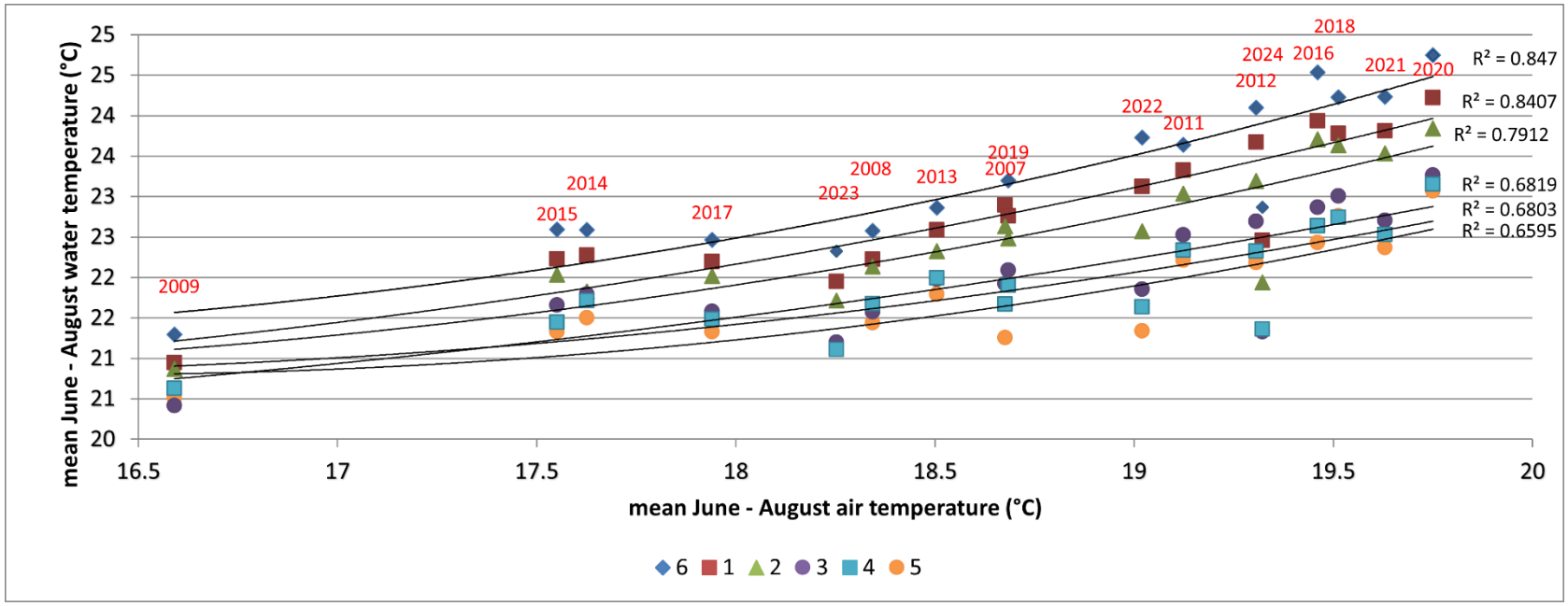

Figure 6. Plot of the mean June 1 - August 31 water temperature at each site versus mean June 1 – August 31 air temperature at the Guelph Turfgrass Institute weather station, by year. The lines and R^2 values are for second order polynomial regressions.

APPENDIX A

Thermal suitability indices

Percent of temperature measurements within ±2°C of the optimum growth temperature (%OGT)																					
		Year																			
Species	Station	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	Mean
Blunt-nose Minnow	6	30.2	19.8	42.5	51.6	53.0	45.0	50.3	20.9	60.1	27.0	18.2	23.2	49.2	37.4	43.1	12.3	26.2			37.0
	1	23.8	13.6	27.3	45.2	50.3	36.5	45.2	14.0	51.4	21.3	13.0	19.3	43.7	35.3	40.6	8.5	19.3	25.0	30.5	31.2
	2	16.6	11.3	17.3	41.5	44.9	31.7	42.5	10.6	46.8	17.3	8.5	16.2	36.8	31.9	32.2	7.2	19.3	22.2	29.1	27.4
	3	9.3	6.1	10.2	25.7	36.4	22.8	30.9	5.5	29.0	13.2	7.9	14.2	28.7	24.9	28.3	5.9	11.7	15.1	23.3	20.2
	4	10.6	4.8	8.8	22.6	34.1	20.5	27.4	4.5	24.9	10.7	7.0	14.3	20.9	21.3		7.0	11.9	12.1	20.3	17.3
	5	9.3	4.6	7.0	17.9	32.8	20.7	27.4	3.1	21.6	9.4	5.9	13.2	19.7	20.1	23.5	6.9	9.5	9.0	17.5	16.1
	Mean	16.6	10.0	18.9	34.1	41.9	29.5	37.3	9.8	39.0	16.5	10.1	16.7	33.2	28.5	33.5	8.0	16.3	16.7	24.1	24.7
Brook Trout	6	0.3	0.0	0.0	0.0	0.0	0.8	0.2	0.1	0.4	0.8	0.0	2.3	3.6	0.2	0.0	1.7	0.2			0.7
	1	0.5	0.1	0.0	0.0	0.2	1.5	0.4	0.2	0.5	1.1	0.0	2.4	3.5	0.2	0.0	2.9	0.7	0.0	0.0	0.9
	2	0.7	0.1	0.0	0.0	0.3	1.8	0.3	0.3	0.5	1.0	0.0	2.6	3.8	0.4	0.0	3.2	0.6	0.0	0.0	0.9
	3	1.8	1.0	0.0	0.0	0.5	2.1	0.8	0.4	0.9	1.2	0.0	2.7	3.9	0.5	0.0	3.8	1.1	0.1	0.0	1.1
	4	1.8	1.0	0.1	0.0	0.5	2.4	0.9	0.4	1.0	1.3	0.0	2.6	3.8	0.5		3.4	1.0	0.2	0.0	1.2
	5	2.0	1.4	0.4	0.1	0.5	1.9	0.8	0.4	1.1	1.4	0.0	2.8	3.9	0.6	0.0	3.6	1.4	0.7	0.1	1.2
	Mean	1.2	0.6	0.1	0.0	0.3	1.8	0.6	0.3	0.7	1.1	0.0	2.6	3.8	0.4	0.0	3.1	0.8	0.2	0.0	1.0
Brown Trout	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.0	0.0	0.4	0.0	0.0	0.3	0.0			0.1
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.6	0.0	0.0	0.3	0.0	0.0	0.5	0.0	0.0	0.0	0.1
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.6	0.0	0.0	0.3	0.0	0.0	0.5	0.0	0.0	0.0	0.1
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.6	0.0	0.0	0.6	0.0	0.0	0.6	0.0	0.0	0.0	0.1
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.6	0.0	0.0	0.3	0.0		0.6	0.0	0.0	0.0	0.1
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.6	0.0	0.0	0.5	0.0	0.0	0.6	0.1	0.0	0.0	0.1
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.6	0.0	0.0	0.4	0.0	0.0	0.5	0.0	0.0	0.0	0.1
Common Shiner	6	52.5	62.4	46.6	42.4	33.7	37.6	35.4	66.0	29.5	53.7	68.5	55.0	36.4	47.3	44.8	63.9	60.0			48.2
	1	56.7	65.9	60.3	48.3	38.3	43.0	41.6	70.9	38.8	56.7	73.1	57.7	43.1	51.0	47.0	60.8	59.8	60.1	56.3	52.9
	2	62.5	66.5	68.7	51.3	43.7	46.5	43.3	73.4	42.4	60.9	75.6	59.1	51.8	53.4	54.8	62.8	62.7	67.1	61.5	56.9
	3	64.0	65.7	71.6	61.1	51.6	53.4	52.9	75.1	55.8	62.4	76.3	60.1	56.8	59.7	56.7	51.4	62.9	66.8	60.5	60.2
	4	62.0	65.9	68.9	62.8	52.9	54.6	57.2	75.6	58.1	62.7	76.2	60.1	63.1	62.5		57.9	65.7	68.2	61.4	62.6
	5	61.8	64.9	65.7	66.2	53.6	54.5	56.4	74.6	60.2	63.0	75.3	59.4	63.0	62.6	59.6	54.2	64.4	67.4	60.7	62.2

	Mean	59.9	65.2	63.6	55.4	45.6	48.3	47.8	72.6	47.5	59.9	74.2	58.6	52.4	56.1	52.6	58.5	62.6	65.9	60.1	57.3
Large-mouth Bass	6	25.0	14.6	32.4	45.4	50.1	39.1	45.1	14.8	54.8	20.6	13.4	17.5	44.6	34.2	38.0	9.0	19.6			31.9
	1	19.3	9.8	19.6	39.4	44.8	29.4	38.8	8.6	43.9	16.5	9.1	15.1	38.8	31.0	33.7	6.8	15.1	19.9	26.6	26.1
	2	12.5	7.4	12.1	34.1	39.2	24.1	35.8	6.1	38.8	13.6	6.2	13.4	31.5	26.6	26.5	4.4	14.8	18.7	25.5	22.5
	3	6.2	4.4	7.1	16.6	28.9	17.1	26.2	2.7	21.2	9.5	5.6	11.3	22.3	20.4	22.7	4.3	8.9	12.1	20.2	15.6
	4	7.1	3.6	6.1	14.6	27.1	14.1	20.1	1.9	18.1	7.7	5.3	11.3	15.8	16.9		5.2	8.9	9.3	17.6	12.9
	5	6.4	2.9	4.5	11.1	25.9	14.3	21.2	1.1	15.7	6.4	4.7	10.2	15.0	16.3	18.0	4.6	7.0	6.4	15.3	12.1
	Mean	12.8	7.1	13.6	26.9	36.0	23.0	31.2	5.9	32.1	12.4	7.4	13.1	28.0	24.2	27.8	5.7	12.4	13.3	21.0	20.0
Pump-kinseed	6	43.8	39.1	66.0	64.5	55.7	57.0	60.2	42.9	66.8	42.5	39.8	39.5	57.5	47.5	53.0	23.4	45.8			49.7
	1	39.6	31.9	56.5	62.4	59.1	53.5	60.9	36.0	66.8	38.3	33.2	36.5	57.4	47.6	53.8	18.3	38.3	48.8	46.8	47.4
	2	31.3	27.2	44.8	60.1	57.8	50.6	59.7	32.6	66.4	35.8	23.5	33.0	52.6	45.1	50.1	15.4	38.2	45.3	43.6	44.4
	3	22.0	18.0	27.4	47.9	54.7	43.7	51.8	23.5	55.3	29.3	23.3	28.2	46.3	41.5	47.8	13.7	29.0	34.1	36.5	37.9
	4	23.1	16.9	23.7	46.7	53.3	40.2	48.4	21.5	51.1	26.6	21.4	28.6	41.8	37.6		14.4	29.5	27.2	32.6	34.7
	5	21.4	15.5	18.4	42.9	52.4	40.5	47.4	18.7	46.3	24.6	17.4	25.1	39.0	37.0	42.4	14.2	25.0	21.2	28.9	32.7
	Mean	30.2	24.8	39.5	54.1	55.5	47.6	54.7	29.2	58.8	32.9	26.4	31.8	49.1	42.7	49.4	16.6	34.3	35.3	37.7	41.0
Rock Bass	6	8.2	3.3	7.7	15.1	26.3	8.2	19.3	0.2	20.7	5.5	3.1	8.5	20.1	17.1	14.6	1.6	5.4			11.8
	1	4.4	1.5	3.7	8.4	17.9	3.8	12.0	0.0	11.3	3.3	1.9	8.0	13.1	12.7	11.1	1.0	2.5	3.8	12.4	7.7
	2	1.8	1.0	1.8	5.0	12.7	2.2	9.5	0.0	8.7	3.0	1.0	7.8	8.2	10.2	6.9	0.8	2.5	3.3	9.3	5.7
	3	0.7	0.4	0.4	1.1	6.5	1.0	5.4	0.0	0.4	1.4	0.8	6.5	4.9	5.2	4.2	0.2	0.5	1.4	6.5	2.9
	4	0.6	0.4	0.4	0.8	5.5	0.6	3.6	0.0	0.1	1.1	0.5	6.5	1.7	4.2		0.3	0.5	0.6	6.0	2.1
	5	0.4	0.3	0.2	0.2	5.0	0.6	4.6	0.0	0.1	0.8	0.2	5.7	2.3	3.3	2.5	0.3	0.2	0.1	4.7	1.9
	Mean	2.7	1.2	2.4	5.1	12.3	2.7	9.1	0.0	6.9	2.5	1.3	7.2	8.4	8.8	7.9	0.7	1.9	1.8	7.8	5.3
White Sucker	6	38.5	30.5	58.2	60.8	55.0	52.9	58.3	34.0	65.9	36.6	30.4	33.6	55.3	44.6	50.0	18.0	37.3			45.2
	1	33.7	23.3	45.1	56.1	56.7	47.3	55.6	26.9	62.6	32.0	23.7	30.0	53.3	43.0	48.9	15.0	27.5	37.0	42.4	41.1
	2	24.8	19.6	31.8	52.8	53.4	43.8	53.4	22.4	60.1	28.0	15.7	25.8	47.0	39.9	43.6	12.8	28.5	35.1	36.8	37.4
	3	15.8	12.5	17.5	39.3	48.0	35.1	43.2	14.1	44.4	22.4	14.9	20.8	39.5	34.6	40.8	9.5	19.4	21.9	29.0	29.8
	4	17.6	11.2	14.8	37.1	47.0	31.9	39.1	11.7	39.7	18.9	12.8	21.1	32.9	31.2		10.8	21.1	18.9	27.0	26.7
	5	16.5	9.7	12.1	32.4	45.7	32.3	38.7	10.0	35.3	17.2	10.3	18.7	30.3	29.7	34.2	11.1	17.5	14.2	22.3	25.0
	Mean	24.5	17.8	29.9	46.4	51.0	40.6	48.1	19.9	51.3	27.6	18.0	25.0	43.1	37.2	43.5	12.9	25.2	25.4	31.5	34.1

Percent of temperature measurements within ±2°C of the final temperature preferendum (%FTP)																					
		Year																			
Species	Station	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	Mean
Black-nose Dace	6	26.5	34.8	13.8	11.5	10.9	17.8	13.7	27.4	9.2	28.0	26.7	26.9	10.2	21.6	21.1	51.1	30.5			22.5
	1	30.8	38.9	19.3	15.1	14.1	20.4	16.1	33.2	12.0	33.3	31.4	30.7	12.9	24.7	22.5	57.2	35.1	24.9	24.8	26.2
	2	39.0	41.9	28.3	17.9	16.3	23.5	17.0	35.5	13.6	36.1	42.3	34.0	17.1	28.4	24.8	53.2	34.1	26.7	26.5	29.3
	3	46.7	49.7	39.1	27.4	20.8	28.1	22.0	42.2	20.6	41.7	42.0	38.9	22.9	34.1	29.2	59.9	40.2	37.8	37.7	35.8
	4	46.4	51.4	43.4	28.4	21.5	31.0	23.9	43.9	24.1	45.0	43.9	38.6	27.4	36.4		58.4	39.6	41.2	42.2	38.2
	5	48.7	53.4	48.7	31.0	22.1	31.4	24.7	46.6	26.9	46.9	48.7	42.1	30.9	38.9	34.1	59.7	43.3	49.8	48.4	40.9
	Mean	39.7	45.0	32.1	21.9	17.6	25.4	19.6	38.1	17.7	38.5	39.2	35.2	20.2	30.7	26.3	56.6	37.1	36.1	35.9	32.2
Blunt-nose Minnow	6	53.6	50.7	72.8	63.4	53.7	57.8	57.3	60.8	60.5	54.3	58.7	51.1	57.0	52.0	57.4	33.9	56.3			56.0
	1	51.9	47.2	68.4	67.2	58.9	59.9	61.6	55.3	66.8	50.5	52.9	48.1	60.7	53.2	58.8	28.9	53.8	62.2	58.0	56.0
	2	44.6	43.5	61.4	67.8	60.8	58.7	63.0	51.8	67.5	48.0	43.0	44.9	59.9	51.5	59.5	26.6	52.5	59.1	54.6	53.6
	3	35.6	33.3	48.7	62.1	63.5	55.2	62.4	41.9	68.4	43.3	42.3	40.5	57.6	50.7	57.5	23.6	47.4	50.0	47.6	49.0
	4	37.3	31.2	44.1	61.2	63.7	52.5	60.7	40.5	64.1	40.1	40.9	40.7	56.2	48.9		23.4	46.1	43.4	42.0	46.5
	5	35.0	28.8	36.3	57.2	63.7	52.8	58.8	36.9	61.5	37.6	37.1	38.0	51.5	48.0	55.6	22.6	42.3	38.3	39.0	44.3
	Mean	43.0	39.1	55.3	63.2	60.7	56.2	60.6	47.9	64.8	45.6	45.8	43.9	57.2	50.7	57.8	26.5	49.7	50.6	48.2	50.8
Brook Trout	6	1.0	0.5	0.0	0.0	0.2	3.2	0.9	0.3	0.6	1.5	0.0	2.9	3.9	0.8	0.0	3.5	1.2			1.2
	1	1.7	0.9	0.0	0.0	0.4	4.3	1.1	0.4	0.9	1.8	0.0	3.0	3.9	0.8	0.0	5.2	1.7	0.2	0.0	1.4
	2	2.1	1.1	0.0	0.0	0.5	5.1	1.2	0.5	1.0	1.8	0.0	3.4	4.0	1.0	0.0	5.5	1.6	0.3	0.0	1.5
	3	3.2	2.3	0.4	0.2	0.6	5.6	1.5	0.8	1.3	2.1	0.1	3.7	4.1	1.2	0.0	6.3	1.9	0.5	0.1	1.9
	4	3.3	2.5	0.7	0.4	0.6	6.3	1.6	0.8	1.4	2.6	0.1	3.6	4.3	1.2		5.8	1.8	1.7	0.2	2.2
	5	3.4	3.0	1.0	0.9	0.6	5.7	1.6	1.4	1.6	2.5	0.3	3.8	4.2	1.2	0.0	6.5	2.6	3.8	0.4	2.3
	Mean	2.5	1.7	0.4	0.3	0.5	5.0	1.3	0.7	1.1	2.1	0.1	3.4	4.1	1.0	0.0	5.5	1.8	1.3	0.1	1.8
Brown Trout	6	3.1	2.4	0.0	0.0	0.5	7.2	1.6	0.8	1.2	2.9	0.8	4.2	4.3	2.3	0.7	8.3	3.8			2.6
	1	3.6	3.7	0.0	0.1	0.5	8.1	2.1	1.1	2.0	3.4	0.9	4.4	4.3	2.3	0.6	9.7	4.5	2.6	0.2	2.8
	2	4.2	4.2	0.5	0.3	0.8	8.8	2.1	1.4	2.0	3.5	1.2	4.8	4.8	2.6	1.1	10.1	4.7	2.8	0.4	3.2
	3	6.4	6.5	2.1	1.2	1.4	8.8	2.4	3.2	2.7	3.9	1.4	5.4	5.0	3.1	1.4	11.6	5.6	4.0	1.0	4.1
	4	6.5	7.1	2.4	1.7	1.5	9.3	2.6	3.4	2.9	4.1	1.4	5.4	5.4	3.1		10.5	5.1	5.0	1.6	4.4
	5	6.7	7.9	3.3	2.0	1.6	8.9	2.6	4.1	3.4	4.4	1.8	5.9	5.3	3.3	2.1	11.8	5.9	6.6	2.8	4.8

	Mean	5.1	5.3	1.4	0.9	1.1	8.5	2.2	2.3	2.4	3.7	1.3	5.0	4.9	2.8	1.2	10.3	4.9	4.2	1.2	3.6
Com-mon Shiner	6	52.5	62.0	44.6	40.9	32.7	36.8	34.3	65.0	28.1	53.2	67.2	54.2	34.8	46.0	43.9	62.5	57.2			48.0
	1	56.1	65.7	58.1	46.8	37.3	42.0	40.0	70.0	37.1	56.6	72.5	56.9	41.5	50.3	46.2	60.8	59.8	60.1	56.3	53.4
	2	62.5	66.4	67.2	50.5	42.2	45.3	42.1	73.2	40.7	60.5	75.4	59.1	50.7	52.6	53.0	62.8	60.5	63.9	58.9	57.2
	3	64.5	66.2	72.1	60.0	50.0	52.3	52.1	74.8	54.0	62.0	76.3	60.4	55.9	59.1	55.7	56.5	63.4	66.6	61.4	61.2
	4	62.2	66.9	69.7	61.7	51.7	53.9	56.0	75.9	56.6	63.1	76.4	60.3	61.9	62.0		60.5	65.2	67.8	62.2	63.0
	5	62.0	65.8	66.5	65.3	52.8	54.1	55.8	74.9	59.0	63.1	75.8	59.3	62.1	62.1	58.9	56.3	64.6	65.1	57.9	62.2
	Mean	60.0	65.5	63.0	54.2	44.5	47.4	46.7	72.3	45.9	59.8	73.9	58.4	51.2	55.4	51.5	59.9	61.8	64.7	59.3	57.6
Creek Chub	6	45.1	40.5	67.1	64.9	55.9	57.4	60.4	44.9	66.8	43.9	42.1	40.5	57.4	47.9	53.6	23.3	45.2			50.4
	1	41.6	34.1	58.2	63.4	59.6	54.3	62.0	38.1	67.3	39.4	34.8	37.7	58.0	48.4	54.3	18.1	38.3	48.8	45.0	47.4
	2	32.8	29.1	47.7	61.5	58.5	51.9	60.8	34.3	67.4	37.1	25.3	33.9	53.8	45.8	50.8	19.2	38.0	44.9	43.0	44.0
	3	23.0	19.7	29.4	49.3	55.6	45.2	53.1	25.7	56.8	30.9	24.9	29.4	47.8	42.9	49.1	13.7	29.0	34.1	36.5	36.6
	4	24.6	18.1	25.9	48.3	55.0	41.9	50.1	23.1	53.1	27.8	23.3	30.0	43.5	38.6		16.2	32.1	30.1	34.1	34.2
	5	22.9	16.8	20.2	44.9	53.8	42.2	48.8	20.5	48.4	25.9	18.9	26.9	40.4	38.4	43.9	14.9	26.7	21.2	28.9	31.8
	Mean	31.7	26.4	41.4	55.4	56.4	48.8	55.9	31.1	60.0	34.2	28.2	33.1	50.2	43.7	50.3	17.6	34.9	35.8	37.5	40.6
Large-mouth Bass	6	6.8	2.7	6.6	11.3	23.5	6.3	16.7	0.1	17.1	4.8	2.4	8.0	17.5	15.4	12.4	1.1	4.4			9.2
	1	3.4	1.1	2.8	6.4	15.6	2.8	9.9	0.0	9.0	2.9	1.4	7.7	10.8	10.7	9.1	0.5	2.5	3.8	10.0	5.8
	2	1.5	0.8	1.2	3.8	10.6	1.5	7.3	0.0	6.3	2.5	0.3	7.2	6.9	8.7	5.4	0.5	1.8	2.7	8.3	4.1
	3	0.5	0.4	0.3	0.7	5.4	0.5	4.8	0.0	0.1	1.2	0.3	5.8	3.7	4.2	3.6	0.2	0.5	1.4	6.5	2.1
	4	0.4	0.3	0.2	0.4	4.3	0.3	3.1	0.0	0.0	0.7	0.2	5.7	1.1	3.3		0.2	0.2	0.4	5.4	1.5
	5	0.3	0.2	0.0	0.0	3.6	0.4	3.7	0.0	0.0	0.5	0.0	5.1	1.5	2.6	2.1	0.1	0.2	0.1	4.7	1.3
	Mean	2.2	0.9	1.9	3.8	10.5	2.0	7.6	0.0	5.4	2.1	0.8	6.6	6.9	7.5	6.5	0.4	1.6	1.7	7.0	3.9
Pump-kinseed	6	13.5	6.0	13.6	27.3	34.9	18.9	28.6	3.4	33.6	9.8	5.4	10.0	30.1	22.1	21.0	3.6	9.4			17.1
	1	9.2	4.0	8.2	19.1	27.6	10.8	21.9	0.7	20.8	6.3	3.9	9.7	21.6	18.9	18.2	2.7	5.6	8.1	18.1	12.4
	2	4.1	2.6	4.7	12.6	21.4	7.3	19.2	0.1	16.7	5.2	2.2	8.7	14.9	16.0	14.2	2.3	5.9	8.0	14.0	9.5
	3	1.4	1.0	1.6	4.5	12.6	2.9	8.4	0.0	5.5	2.9	2.1	8.2	9.0	10.2	9.7	0.7	2.2	3.1	9.8	5.0
	4	1.6	0.9	1.2	3.2	10.4	2.4	6.3	0.0	4.3	2.1	2.0	8.2	5.3	7.7		0.9	2.5	2.4	9.1	3.9
	5	1.2	0.7	0.8	1.5	9.2	2.5	6.9	0.0	2.4	1.6	1.6	7.8	5.7	6.3	5.5	0.6	1.0	0.8	6.8	3.3
	Mean	5.2	2.5	5.0	11.4	19.4	7.5	15.2	0.7	13.9	4.7	2.9	8.8	14.4	13.5	13.7	1.8	4.4	4.5	11.6	8.4
Rainbow Darter	6	29.6	38.9	15.8	14.3	13.5	19.2	15.7	33.4	10.6	32.7	32.2	31.0	12.9	25.4	23.7	52.3	31.5			25.5
	1	34.9	43.1	23.5	18.8	16.8	23.1	18.5	39.1	14.4	37.8	38.4	34.7	15.9	28.1	25.6	60.5	37.5	29.1	29.4	30.0
	2	43.5	46.3	32.0	21.6	19.2	26.0	19.4	41.4	16.3	41.7	49.7	38.2	21.0	32.5	28.8	57.5	36.8	31.4	31.9	33.4
	3	52.5	54.4	44.2	31.7	23.8	31.7	25.6	49.7	23.9	47.1	49.9	43.6	27.9	38.4	33.7	62.3	45.2	42.5	42.7	40.6
	4	51.6	56.0	48.3	32.5	24.8	33.5	28.4	51.6	28.0	50.1	51.5	43.3	31.9	41.1		62.2	43.7	46.5	46.8	42.9
	5	52.9	57.9	54.8	35.8	25.2	33.8	29.6	53.9	31.3	52.1	55.6	45.7	35.6	42.9	37.4	63.2	49.0	54.7	52.3	45.5

	Mean	44.2	49.4	36.4	25.8	20.6	27.9	22.9	44.9	20.8	43.6	46.2	39.4	24.2	34.7	29.8	59.7	40.6	40.8	40.6	36.4
Rock Bass	6	45.1	40.5	67.1	64.9	55.9	57.4	60.4	44.9	66.8	43.9	42.1	40.5	57.4	47.9	53.6	23.3	45.2			50.4
	1	41.6	34.1	58.2	63.4	59.6	54.3	62.0	38.1	67.3	39.4	34.8	37.7	58.0	48.4	54.3	18.1	38.3	48.8	45.0	47.4
	2	32.8	29.1	47.7	61.5	58.5	51.9	60.8	34.3	67.4	37.1	25.3	33.9	53.8	45.8	50.8	19.2	38.0	44.9	43.0	44.0
	3	23.0	19.7	29.4	49.3	55.6	45.2	53.1	25.7	56.8	30.9	24.9	29.4	47.8	42.9	49.1	13.7	29.0	34.1	36.5	36.6
	4	24.6	18.1	25.9	48.3	55.0	41.9	50.1	23.1	53.1	27.8	23.3	30.0	43.5	38.6		16.2	32.1	30.1	34.1	34.2
	5	22.9	16.8	20.2	44.9	53.8	42.2	48.8	20.5	48.4	25.9	18.9	26.9	40.4	38.4	43.9	14.9	26.7	21.2	28.9	31.8
	Mean	31.7	26.4	41.4	55.4	56.4	48.8	55.9	31.1	60.0	34.2	28.2	33.1	50.2	43.7	50.3	17.6	34.9	35.8	37.5	40.6
White Sucker	6	56.1	59.1	70.5	57.7	47.9	52.2	50.5	69.2	51.1	59.1	69.0	57.1	52.3	54.7	56.2	43.5	59.9			56.8
	1	57.4	56.7	73.3	62.4	54.4	57.2	56.5	67.4	60.2	57.9	66.1	55.5	57.5	56.1	58.4	38.1	58.2	66.7	60.3	59.0
	2	54.9	54.0	67.9	66.2	58.1	59.2	57.8	66.2	64.3	56.9	58.3	52.8	61.7	55.4	61.1	35.8	57.6	64.1	59.3	58.5
	3	49.1	47.6	59.7	68.0	63.5	61.3	65.0	59.3	69.4	53.9	58.3	49.7	62.7	56.1	61.6	32.2	55.3	58.5	54.7	57.2
	4	49.7	45.3	56.9	68.0	64.8	58.7	68.1	57.4	67.7	51.3	57.2	50.0	62.7	57.0		33.6	54.8	54.0	49.7	55.9
	5	47.8	43.0	51.6	66.4	65.1	58.7	66.5	54.4	67.1	49.3	52.3	47.1	59.1	55.0	61.6	33.4	53.8	49.0	46.1	54.1
	Mean	52.5	51.0	63.3	64.8	59.0	57.9	60.7	62.3	63.3	54.7	60.2	52.0	59.3	55.7	59.8	36.1	56.6	58.5	54.0	56.9

Percent of temperature measurements that exceed the ultimate upper incipient lethal temperature (%>UILT)																					
		Year																			
Species	Station	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	Mean
Black-nose Dace	6	0.6	0.1	0.0	0.5	5.8	0.0	3.3	0.0	0.6	1.0	0.0	4.7	2.2	4.3	2.0	0.0	0.0			1.5
	1	0.3	0.0	0.0	0.0	2.5	0.0	1.9	0.0	0.0	0.4	0.0	3.8	0.3	2.3	1.5	0.0	0.0	0.0	2.0	0.8
	2	0.0	0.0	0.0	0.0	1.2	0.0	1.6	0.0	0.0	0.2	0.0	2.8	0.0	1.4	1.0	0.0	0.0	0.0	1.6	0.5
	3	0.0	0.0	0.0	0.0	0.3	0.0	0.5	0.0	0.0	0.0	0.0	1.9	0.0	0.3	0.6	0.0	0.0	0.0	1.1	0.2
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.9	0.0	0.0		0.0	0.0	0.0	0.8	0.2
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.6	0.0	0.0	0.0	0.0	0.0	0.0	0.7	0.1
	Mean	0.2	0.0	0.0	0.1	1.6	0.0	1.2	0.0	0.1	0.3	0.0	2.8	0.4	1.4	1.0	0.0	0.0	0.0	1.2	0.5
Blunt-nose Minnow	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Brook Trout	6	21.8	11.5	25.9	41.1	50.6	33.0	43.4	10.6	49.4	17.8	9.9	18.4	42.0	33.6	33.7	7.9	17.7			27.5
	1	16.6	7.2	15.3	33.9	41.8	23.5	35.5	5.9	37.5	13.6	7.1	15.9	34.5	27.7	29.1	4.9	11.6	17.1	25.4	21.3
	2	10.1	6.1	9.6	28.1	34.7	19.7	32.4	3.4	32.2	10.8	5.0	13.9	26.3	24.4	23.7	3.5	11.2	15.5	23.7	17.6
	3	4.6	2.9	5.4	11.9	24.3	11.8	20.6	1.2	16.1	7.3	4.8	11.5	17.8	17.1	19.3	3.1	7.2	9.8	17.8	11.3
	4	5.3	2.5	4.6	10.3	22.3	8.5	14.6	0.4	13.8	5.1	4.5	11.5	12.4	13.1		3.4	7.0	6.8	15.4	9.0
	5	4.4	1.9	3.3	7.6	20.3	9.3	15.7	0.1	11.0	4.1	3.9	10.5	11.2	13.3	13.0	2.9	5.3	4.5	13.3	8.2
	Mean	10.5	5.4	10.7	22.2	32.3	17.6	27.0	3.6	26.7	9.8	5.9	13.6	24.0	21.5	23.8	4.3	10.0	10.7	19.1	15.7
Brown Trout	6	20.7	10.4	23.8	39.8	49.2	31.4	41.7	9.2	47.4	16.7	9.1	17.7	40.6	32.0	31.7	7.0	15.6			26.1
	1	15.6	6.7	14.0	32.1	39.9	22.1	33.6	5.3	35.5	12.9	6.5	15.4	32.9	26.6	27.5	4.9	11.6	17.1	25.4	20.3
	2	9.2	5.5	9.0	26.3	32.9	18.2	31.1	2.8	30.7	9.7	4.6	13.1	24.7	23.6	22.5	3.5	10.0	13.9	21.6	16.5
	3	4.2	2.4	4.8	10.6	23.1	10.0	18.8	0.8	14.4	6.4	4.4	11.2	16.5	16.3	18.4	2.2	5.3	7.0	14.8	10.1
	4	4.6	2.3	4.1	9.3	20.5	7.3	13.2	0.2	12.5	4.5	4.3	11.3	11.0	12.4		2.9	6.0	5.6	14.2	8.1
	5	3.6	1.6	2.5	6.7	18.6	7.8	14.2	0.0	9.8	3.7	3.4	10.1	10.3	12.5	12.1	2.8	4.8	4.5	13.3	7.5

	Mean	9.7	4.8	9.7	20.8	30.7	16.1	25.4	3.1	25.1	9.0	5.4	13.1	22.7	20.6	22.4	3.9	8.9	9.6	17.9	14.6
Common Shiner	6	0.0	0.0	0.0	0.0	0.7	0.0	0.2	0.0	0.0	0.0	0.0	1.3	0.0	0.2	0.5	0.0	0.0			0.2
	1	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.7	0.0	0.0	0.0	0.0	0.0	0.0	0.3	0.1
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.0	0.0	0.1	0.0	0.0	0.0	0.1	0.0
Creek Chub	6	0.3	0.0	0.0	0.1	3.9	0.0	2.3	0.0	0.0	0.6	0.0	3.6	0.6	2.9	1.5	0.0	0.0			0.9
	1	0.0	0.0	0.0	0.0	1.3	0.0	1.2	0.0	0.0	0.0	0.0	2.5	0.2	1.2	0.9	0.0	0.0	0.0	1.0	0.4
	2	0.0	0.0	0.0	0.0	0.7	0.0	0.6	0.0	0.0	0.0	0.0	2.0	0.0	0.4	0.4	0.0	0.0	0.0	0.9	0.3
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.2	0.0	0.0	0.1	0.0	0.0	0.0	0.7	0.1
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.2	0.0	0.0		0.0	0.0	0.0	0.4	0.1
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.1	0.0	0.0	0.0	1.0	0.0	0.7	0.0	0.0	0.1	0.0	1.9	0.1	0.8	0.6	0.0	0.0	0.0	0.6	0.3
Large-mouth Bass	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pumpkin-seed	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Rock Bass	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
White Sucker	6	1.7	0.5	1.0	2.1	10.6	0.6	6.0	0.0	4.9	2.0	0.0	5.7	6.5	7.3	4.3	0.0	0.4			3.2
	1	0.7	0.3	0.2	0.9	5.6	0.1	3.7	0.0	0.7	1.1	0.0	5.0	3.4	4.7	2.9	0.0	0.0	0.3	3.8	1.8
	2	0.4	0.2	0.0	0.3	3.6	0.0	3.2	0.0	0.0	0.8	0.0	4.6	1.2	3.5	2.0	0.0	0.0	0.2	3.1	1.2
	3	0.0	0.0	0.0	0.0	1.0	0.0	1.9	0.0	0.0	0.1	0.0	3.8	0.2	1.0	1.3	0.0	0.0	0.0	2.2	0.6
	4	0.0	0.0	0.0	0.0	0.8	0.0	0.5	0.0	0.0	0.0	0.0	3.8	0.0	0.5		0.0	0.0	0.0	1.7	0.4
	5	0.0	0.0	0.0	0.0	0.5	0.0	1.4	0.0	0.0	0.0	0.0	3.0	0.0	0.5	0.6	0.0	0.0	0.0	1.4	0.4
	Mean	0.5	0.2	0.2	0.6	3.7	0.1	2.8	0.0	0.9	0.7	0.0	4.3	1.9	2.9	2.2	0.0	0.1	0.1	2.4	1.2

Percent of temperature measurements that exceed the critical thermal maximum temperature (%>Ctmax)																					
		Year																			
Species	Station	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	Mean
Black-nose Dace	6	0.0	0.0	0.0	0.0	1.0	0.0	0.4	0.0	0.0	0.0	0.0	1.7	0.1	0.3	0.7	0.0	0.0			0.3
	1	0.0	0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.9	0.0	0.0	0.1	0.0	0.0	0.0	0.3	0.1
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.2	0.0	0.1	0.0	0.0	0.0	0.0	0.5	0.0	0.1	0.2	0.0	0.0	0.0	0.1	0.1
Blunt-nose Minnow	6	0.0	0.0	0.0	0.0	1.5	0.0	0.8	0.0	0.0	0.0	0.0	2.1	0.2	0.9	0.8	0.0	0.0			0.5
	1	0.0	0.0	0.0	0.0	0.4	0.0	0.1	0.0	0.0	0.0	0.0	1.3	0.0	0.2	0.4	0.0	0.0	0.0	0.5	0.2
	2	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.8	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.1
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.3	0.0	0.2	0.0	0.0	0.0	0.0	0.7	0.0	0.2	0.2	0.0	0.0	0.0	0.2	0.1
Brook Trout	6	0.2	0.0	0.0	0.0	3.2	0.0	2.0	0.0	0.0	0.4	0.0	3.3	0.4	2.3	1.3	0.0	0.0			0.8
	1	0.0	0.0	0.0	0.0	1.0	0.0	0.8	0.0	0.0	0.0	0.0	2.2	0.2	0.6	0.9	0.0	0.0	0.0	1.0	0.4
	2	0.0	0.0	0.0	0.0	0.5	0.0	0.4	0.0	0.0	0.0	0.0	1.7	0.0	0.4	0.4	0.0	0.0	0.0	0.8	0.3
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.9	0.0	0.0	0.0	0.0	0.0	0.0	0.3	0.1
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.9	0.0	0.0		0.0	0.0	0.0	0.1	0.1
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.8	0.0	0.5	0.0	0.0	0.1	0.0	1.6	0.1	0.6	0.5	0.0	0.0	0.0	0.4	0.3
Brown Trout	6	0.2	0.2	0.3	0.8	7.1	0.0	4.0	0.0	1.8	1.3	0.0	5.0	3.8	5.2	2.6	0.0	0.0			2.3
	1	0.0	0.0	0.0	0.3	3.4	0.0	2.5	0.0	0.0	0.6	0.0	4.4	1.2	3.1	1.8	0.0	0.0	0.0	3.1	1.3
	2	0.0	0.0	0.0	0.0	1.8	0.0	2.0	0.0	0.0	0.5	0.0	3.7	0.2	2.2	1.4	0.0	0.0	0.0	2.2	0.9
	3	0.0	0.0	0.0	0.0	0.5	0.0	1.0	0.0	0.0	0.0	0.0	2.5	0.0	0.4	0.8	0.0	0.0	0.0	1.1	0.4
	4	0.0	0.0	0.0	0.0	0.4	0.0	0.0	0.0	0.0	0.0	0.0	2.4	0.0	0.3		0.0	0.0	0.0	1.2	0.3
	5	0.0	0.0	0.0	0.0	0.1	0.0	0.4	0.0	0.0	0.0	0.0	2.0	0.0	0.1	0.2	0.0	0.0	0.0	1.0	0.2

	Mean	0.0	0.0	0.1	0.2	2.2	0.0	1.7	0.0	0.3	0.4	0.0	3.3	0.9	1.9	1.4	0.0	0.0	0.0	1.7	0.9
Common Shiner	6	0.0	0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Creek Chub	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Large-mouth Bass	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Pumpkin-seed	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Rainbow Darter	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Rock Bass	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
White Sucker	6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0
	1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0
	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	Mean	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

APPENDIX H

Biological Monitoring

2024 Biological Monitoring Program
White Wolf Property Management Inc.
Aberfoyle Property

Prepared For:

White Wolf Property Management Inc.

Prepared By:

Beacon Environmental Limited

Date:	*Project:*
2025-03-20	**216114.1**

BEACON ENVIRONMENTAL

GUIDING SOLUTIONS IN THE NATURAL ENVIRONMENT

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1. Introduction

Beacon Environmental Limited (Beacon) and C. Portt and Associates were originally retained by Blue Triton Brands to undertake terrestrial and aquatic monitoring at the company's Aberfoyle property located at 101 Brock Road South in the Township of Puslinch ("subject property"; **Figure 1**). This property was purchased by White Wolf Property Management Inc. in 2025. A Site Context Map is included as **Figure 2**. The biological monitoring program for the subject property was initiated in 2007 as a condition of a Ministry of Environment, Conservation and Parks (MECP) Permit to Take Water (PTTW) (#7043-74BL3K) for the onsite wells that service their bottling operations. Biological monitoring remains a condition of the current PTTW (#3133-C5BUH9).

Condition 4.4 of the current PTTW states:

> *The Permit Holder shall undertake wetland monitoring and redd surveys as recommended in "2010 Biological Monitoring Program Final Report" by* [Dougan & Associates and] *C. Portt and Associates dated January 28, 2011. Results from the wetland and redd surveys shall be submitted to the Director as a part of the annual monitoring report…*

Triton Water Canada Holdings Inc. are the named Permit Holder in the current PTTW.*Note: Authorship of the 2010 report should be attributed to Dougan & Associates and C. Portt and Associates[1].

The objectives of the biological monitoring program are to:

- Characterize existing aquatic, wetland and terrestrial resources; and
- Document potential long-term changes to the site's biological resources.

Existing or baseline biological conditions on the subject property were established through surveys and inventories completed between 2007 and 2009 which fulfilled the first objective. To achieve the second objective, there has been ongoing biological monitoring with annual reports submitted to the MECP as per the PTTW conditions. The type and frequency of biological monitoring is variable and based on the recommendations provided in each year's annual monitoring report.

Between 2007 and 2024, biological monitoring has included the following:

- Electrofishing surveys of Aberfoyle Creek (C. Portt & Associates);
- Salmonid spawning (redd) surveys of Aberfoyle Creek (C. Portt & Associates);
- Ecological Land Classification (ELC);
- Vascular plant surveys;
- Permanent vegetation monitoring plot surveys;
- Amphibian call surveys;
- Breeding bird surveys;
- Odonate (dragonfly/damselfly) surveys;
- Owl surveys;

[1] *Note: Authorship of the 2010 report should be attributed to Dougan & Associates and C. Portt and Associates[1].*

- Turtle surveys;
- Marsh surveys (assessment of surface hydrology); and
- Invasive species mapping - Common Reed.

Biological monitoring completed on the subject property between 2007 and 2024 is summarized in **Table 1**.

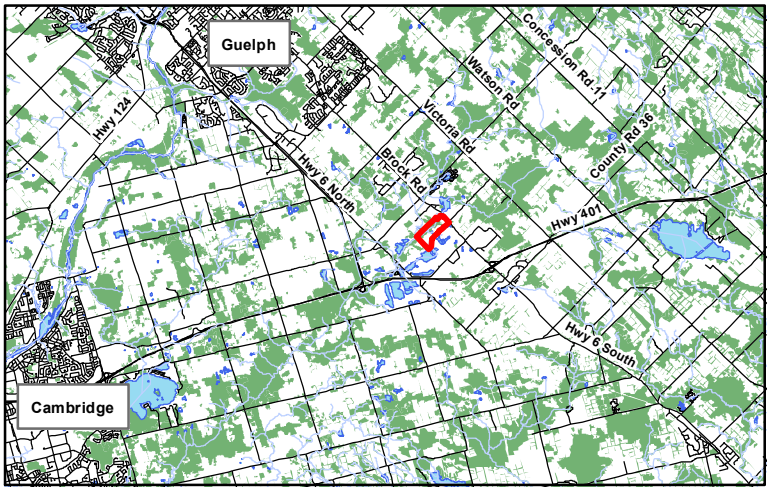
Table 1. Summary of Biological Monitoring Program (2007-2024)

Year	Aquatic			Vegetation				Wildlife				
	Electrofishing	Habitat characterization	Spawning (*i.e.* Redd) surveys	Ecological Land Classification (ELC) mapping	Vegetation plot sampling	Marsh surveys	Invasive species mapping	Nocturnal amphibian call monitoring	Breeding bird surveys	Owl surveys	Basking Turtle surveys	Odonate surveys
2007			X	X								
2008	X		X	X	X			X	X			
2009		X	X	X		X	X	X	X			
2010			X		X	X	X	X	X	X	X	X
2011			X			X	X	X	X	X	X	X
2012			X								X	X
2013			X		X	X	X					
2014			X		X							
2015			X					X	X		X	
2016			X		X		X	X	X		X	
2017			X				X	X	X		X	
2018			X					X	X		X	
2019			X	X	X			X	X		X	
2020			X					X	X		X	
2021			X					X	X		X	
2022			X					X	X		X	
2023			X					X	X		X	
2024			X		X			X	X		X	

The 2023 Aberfoyle Biological Monitoring Program Report (Beacon 2024) recommended that core wildlife monitoring (amphibian, reptiles and birds) as well as vegetation plot sampling be completed in 2024. Additionally, the 2023 Aquatic Monitoring Report (C. Portt and Associates 2024) recommended that salmonid spawning surveys of Aberfoyle Creek be conducted in 2024. The recommended biological monitoring was completed in 2024. Beacon completed core wildlife monitoring and C. Portt and Associates completed salmonid spawning (redd) surveys of Aberfoyle Creek.

This annual report includes a comprehensive summary of all biological monitoring undertaken on the subject property between 2007 and 2024. The report describes the methods and findings of the various





Site Location	Figure 1
Aberfoyle 2024 Biological Monitoring Program	
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Client: White Wolf Property Management Inc.	Prepared by: BD Checked by: NP
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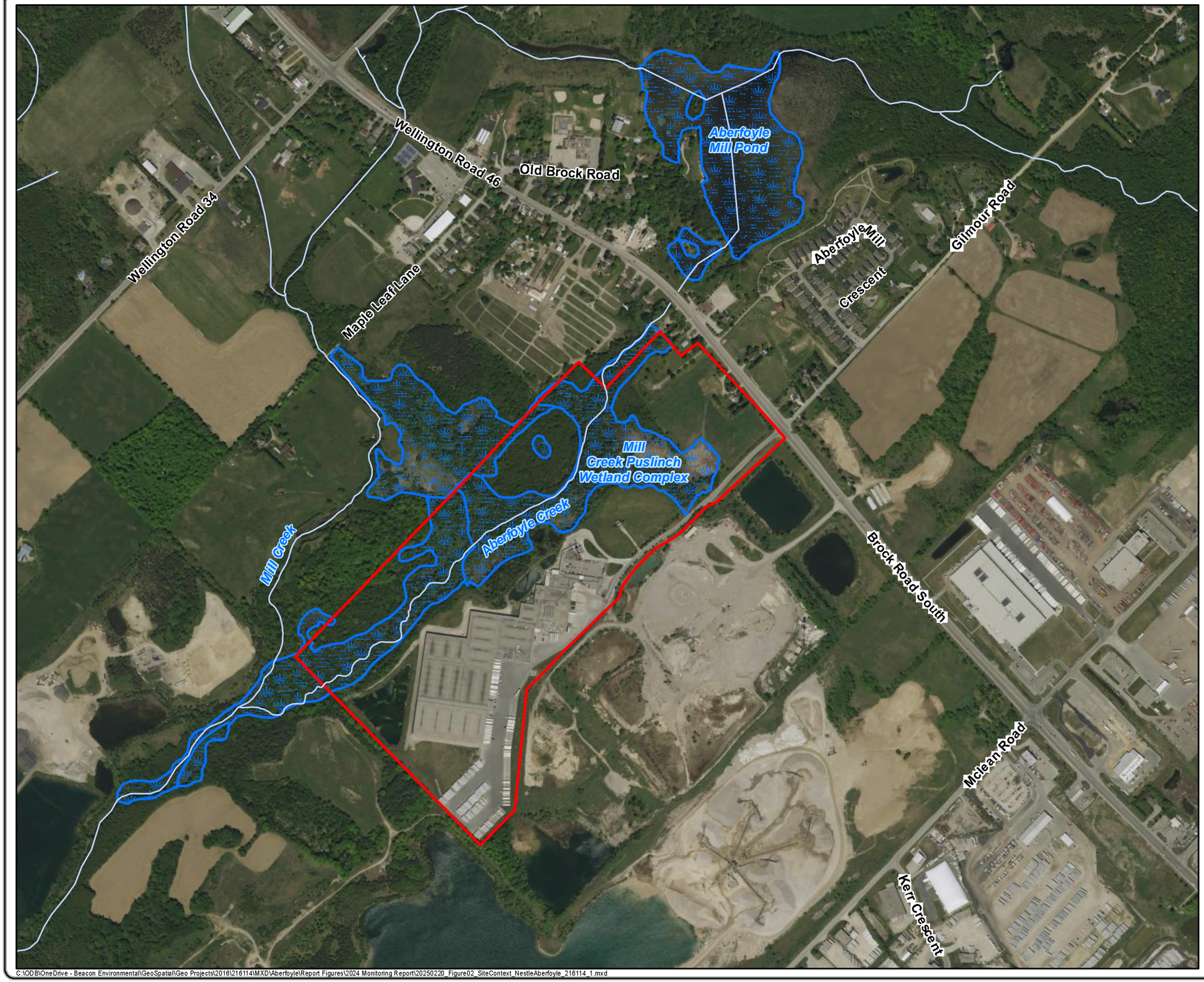

Site Context	Figure 2

Aberfoyle 2024 Biological Monitoring Program

Legend

- Subject Property
- Wetlands
- Watercourse

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monitoring activities and compares data from prior years to identify potential changes or trends in selected monitoring parameter or indicators over the long term.
In January 2025, Blue Triton Brands ceased operations and announced the sale of the subject property. A new owner, White Wolf Property Management Inc., took over the subject property and facility operations on the subject property as of January 31, 2025. This new owner will be the newly named Permit Holder in the current PTTW. This monitoring report contains recommendations for continued monitoring in 2025 under the current PTTW as part of regular facility operations. Bottling operations have ceased and it is presently unknown what the new facility operations will entail.

2. Methods

2.1 Aquatic Survey

C. Portt and Associates has surveyed Aberfoyle Creek for evidence of Brown Trout (*Salmo trutta*) or Brook Trout (*Salvelinus fontinalis*) spawning, from its confluence with Mill Creek upstream to the limit of the subject property (**Figure 2**) annually, beginning in 2007. In 2024, the surveys were conducted on October 21 and November 18. On these dates, this entire reach of the creek was walked and searched for spawning fish or areas of disturbed substrate that could be indicative of salmonid spawning.

2.2 Vegetation Surveys

2.2.1 Ecological Land Classification

Ecological communities associated with the subject property were classified and mapped in accordance with the Ecological Land Classification System for Southern Ontario (ELC) (Lee *et al*. 1998). ELC is the provincial standard for classifying and mapping ecological communities by collecting data on biophysical parameters such as vegetation composition and structure as well as physical site conditions such as topography, slope, soil, moisture and drainage. This information used to classify the individual communities in accordance with the ELC community catalogue and to map them as polygons.

Ecological communities on the subject property were initially classified and mapped by Dougan & Associates in the fall 2007 and updated by Beacon on July 23, 2019.

ELC classification and mapping is generally repeated only once a decade as the rate of vegetation change is relatively slow. For this reason it was not repeated in 2024.

2.2.2 Floristic Surveys

A floristic survey of the subject property was initially completed by Dougan & Associates in the fall of 2007 to establish baseline conditions and develop a checklist of vascular plants for the subject property. The checklist has been variably amended over the years based on data collected from the vegetation plots and incidental observations. To update this checklist, Beacon completed a floristic survey of the subject property on July 23, 2019.

Floristic surveys are generally completed every five to ten years where the rate of vegetation change is relatively slow. For this reason it was not repeated in 2024.

2.2.3 Vegetation Plot Sampling

To monitor changes to vegetation composition and structure in wetland communities on the subject property over time, six permanent vegetation sampling plots were established in 2007 in representative wetland communities. Sampling was completed in the summers of 2008, 2010, 2013, 2014, 2017, 2019, and 2024.

The six permanent vegetation sampling plots are circular and each comprises a sampling area of 100 square metres (m^2). The centroid of each plot is marked with a steel T-bar. The UTM coordinates for each plot in NAD83 are provided in **Table 2** and mapped on **Figure 3**.

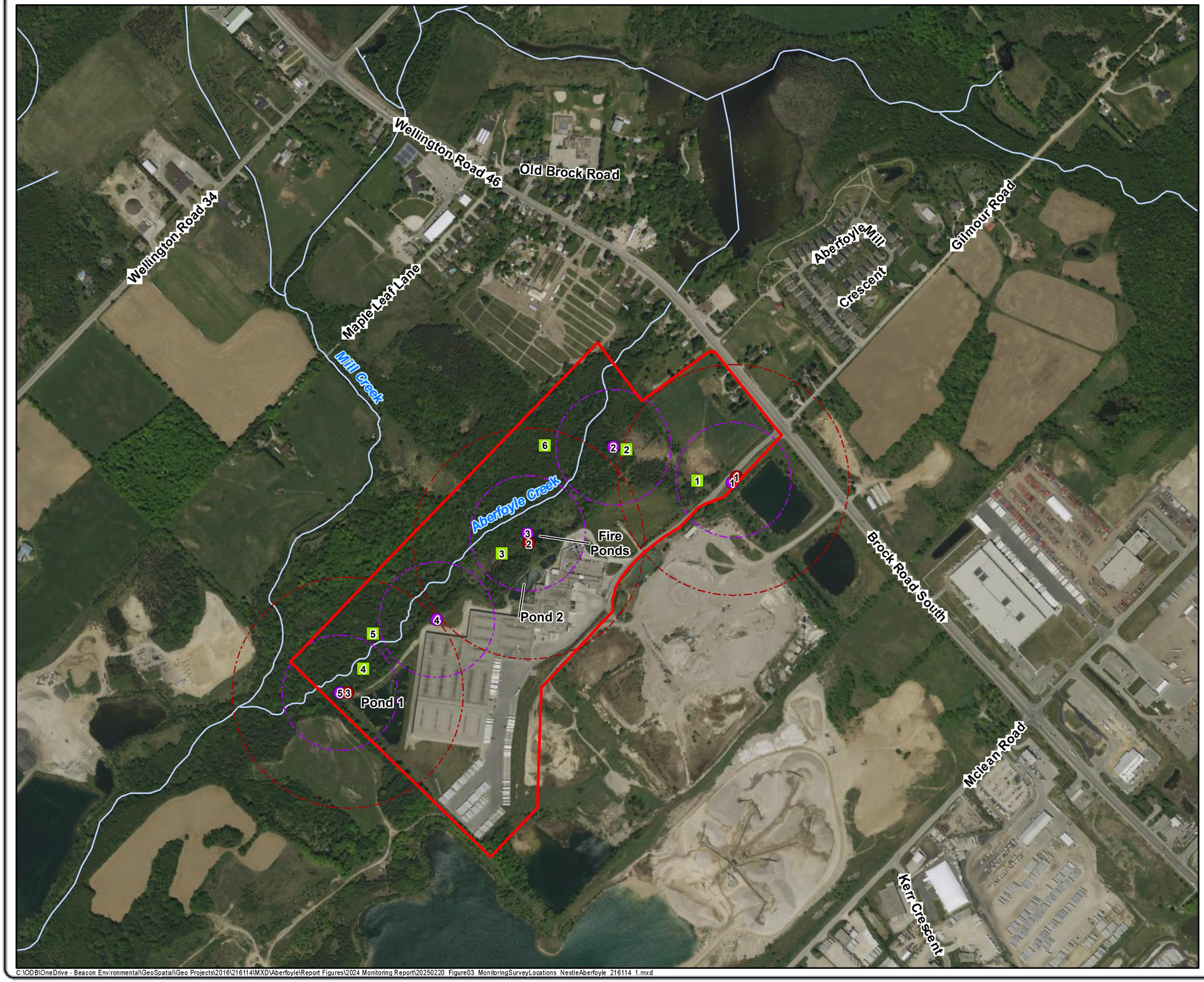
Table 2. Locations of Permanent Vegetation Monitoring Plots

Plot No.	UTM Zone	UTM Easting (m)	UTM Northing (m)
1	17T	569,227	4,812,889
2	17T	569,075	4,812,948
3	17T	568,804	4,812,731
4	17T	568,500	4,812,482
5	17T	568,500	4,812,482
6	17T	568,892	4,812,956

A handheld GPS is used to locate the plots. The outer boundaries of each sample plot were delineated by attaching a 5.64 m length of rope to the T-bar centre post and temporarily marking the plot perimeter with flagging tape Within each sampling plot, information is collected on the composition and structure of the vegetation, by estimating the cover abundance at various height classes.

Vegetation data collection methods follow the standardized vegetation sampling protocols of the Ecological Land Classification System (ELC) for Southern Ontario (Lee *et al*. 1998). Within each plot, all observed species are documented, and the percent cover estimated by assigning a cover value of 1–4 (where 1 represents a cover of <10%, 2 represents 10-25%; 3 represents 25-60%; and 4 represents >60%) to each species for each vegetation layer it occurs in. Vegetation layers corresponded with the following height classes: 1) <0.5 m; 2) 0.5–2 m; 3) 2–10 m, and 4) >10 m.

Vegetation data are subjected to a Floristic Quality Assessment (FQA) that provides a metric for monitoring changes to each sampling plot over time (Oldham *et al*. 1995). The FQA is determined from total number of species (species richness) in a given area (e.g., sampling plot) and summing their conservatism values. Species conservatism is considered a measure of "*the degree of faithfulness a plant displays to a specific habitat or set of environmental conditions*" (Oldham *et al*. 1995). More conservative species display a higher degree of fidelity to particular habitats or ecological conditions and are relatively intolerant of disturbance. Less conservative species tend to be habitat generalists and more tolerant of disturbance. In Ontario, plant species have been assigned a coefficient of conservatism value (CC) value ranging from 0–10. A description of how these values were assigned is provided below:



Monitoring Stations and Survey Locations

Figure 3

Aberfoyle 2024 Biological Monitoring Program

Legend

- Subject Property
- Watercourse
- Vegetation Monitoring Station
- Amphibian Call Monitoring Station (with 250 m radius)
- Breeding Bird Monitoring Station (with 125 m radius)

Note: Basking Turtle Surveys were conducted at Pond 1, Pond 2 and the Fire Ponds

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0–3: Species found in a wide variety of habitats including disturbed sites;
4–6: Species found in specific habitats, but tolerate moderate disturbance;
7–8: Species found in advanced successional communities with minor disturbance; or
9–10: Species found in high quality natural areas and/or limited to a narrow range of environmental conditions.

The FQA is used to establish a Floristic Quality Index (FQI) value. Higher FQI values generally indicate higher floristic quality and lower levels of disturbance, whereas lower FQI values indicate poorer quality and higher disturbance. FQI values were determined for each of the six monitoring plots by calculating the mean CC for each plot and multiplying it by the square root of the total number of species. FQI values were calculated using both the total number of species per plot and for native species only. The FQI values were then used to compare changes over time both within and among vegetation plots.

In addition to the FQI, a Wetness Index was also calculated for each plot and the site as a whole. Each plant species in Ontario has been assigned a Coefficient of Wetness (CW) based on their probability of occurring in wetlands. CW values range from -5 to 5. Species with negative CW values favour wetter conditions and typically occur in wetlands; species with positive CW values prefer drier conditions and tend to occur in uplands. The Wetness Index is calculated by averaging the CW values of each species observed in the plot. A Wetness Index for the site was obtained by averaging the CW of each plot. The wetness index could potentially be used as an indicator of hydrological changes.

2.2.4 Marsh Surveys

Marsh surveys were initially undertaken by Dougan & Associates in 2009, 2010, 2011 and 2013 to confirm ELC classifications of Shallow Marsh and Meadow Marsh communities. Under the ELC system (Lee *et al.* 1998), these communities are differentiated based on their hydrological conditions. Shallow Marsh communities are defined by the presence of standing water for much or all of the growing season, while Meadow Marsh communities are typically only seasonally flooded. Hydrological conditions of such communities were assessed by determining the approximate depth of standing water (if present) versus the presence of saturated soil, moist soil or dry soil. Additional surveys have not been repeated as the information previously collected was adequate for confirming the ELC classification.

2.2.5 Invasive Species Mapping

There are several colonies of Common Reed (*Phragmites australis ssp. australis*) — a reed common in the British Isles —present on the subject property. Common Reed is a highly invasive non-native plant species that is known to displace native wetland vegetation. Since 2007, the colonies on the subject property have been observed to be expanding. Colonies of Common Reed were originally mapped in several locations on the subject property in 2009, 2010, 2011, and 2013 by Dougan & Associates to track changes in the size of the colonies. The edges of the colonies were mapped using a high-resolution GPS. The Common Reed colonies were re-surveyed and mapped again by Beacon in 2016 and 2017 using a Real-Time Kinematic (RTK) GPS to facilitate comparison with prior years.

Common Reed is ubiquitous in the adjacent landscape. It is prevalent in roadside ditches next to the subject property and is also present on neighbouring properties. The species is very difficult to control.

At present the Ontario Invasive Plan Council Best Management Practices for this species is under review; however,
the previous edition suggests the most effective control method is herbicide spraying. While such treatments are considered safe and pose minimal risk to the environment when appropriately applied, Blue Triton Brands has elected not to implement a treatment program due to the proximity of the colonies to the production well (TW3-80). Common Reed colonies on the subject property will likely grow in the future; however, any management or control will remain at the discretion of White Wolf Property Management Inc.

2.3 Wildlife Surveys

2.3.1 Amphibian Surveys

Amphibian call surveys were undertaken to document the diversity of frog and toad populations associated with the subject property. Because there is variation in the breeding periods during which different frog or toad species (anurans) are calling and detectable, surveys are typically completed at three different periods between April and June to ensure coverage of the full range of early to late breeding species. These surveys were conducted by Dougan and Associates in 2008, 2009, 2010 and 2011, and then by Beacon annually between 2015 and 2024.

In 2024, Beacon conducted surveys on March 12, April 1, May 7, and June 20 using the survey protocols developed for the Marsh Monitoring Program (MMP) (Bird Studies Canada, 2009). Due to the extremely early snow melt and warming in 2024, an additional amphibian survey was conducted in March to observe potentially early breeding by species such as Wood Frogs (*Lithobates sylvaticus*). On each occasion the subject property was visited at least 0.5 hours after sunset during suitable weather conditions to listen for calling frogs and toads at three (3) permanent monitoring stations that were established in 2008. The locations of these monitoring stations are illustrated in **Figure 3**. Amphibians observed or heard calling in other locations on the subject property during these and other surveys were also recorded as incidental observations.

Surveys were conducted using the point count method whereby the surveyor stands at a set point or station for a specific period of time and records all species that can be heard calling within the sample area. A minimum of three minutes was spent listening at each station. The approximate locations of calling amphibians were noted on a standard MMP data sheet and chorus activity for each species was assigned a call code as follows:

0 — No calls;
1 — Individuals of one species can be counted, calls not simultaneous;
2 — Calls of one species simultaneous, numbers can be reliably estimated; or
3 — Full chorus, calls continuous and overlapping, individuals indistinguishable.

In addition to recording species and call levels, weather conditions (i.e., air temperature, precipitation, wind speed, and cloud cover) at the time of survey were also recorded. Weather conditions for the 2024 surveys are summarized in **Table 3**.

Table 3. Amphibian Survey Details

	Survey 1a	Survey 1b	Survey 2	Survey 3
Date:	March 12, 2024	April 1, 2024	May 7, 2024	June 20, 2024
Start time:	8:05 pm	9:03 pm	9:10 pm	9:34 pm
Temperature:	13°C	8°C	17°C	21°C
Wind speed:	0 – 1 km/h	0 – 1 km/h	12 – 19 km/h	0 - 1 km/h
Cloud cover:	0%	0%	100%	50%
Precipitation:	None	None	Light drizzle	Damp/Haze

2.3.2 Breeding Bird Surveys

Breeding bird surveys were undertaken in 2024 by Beacon to document the diversity of avian populations associated with the subject property. Previous surveys were completed in 2008, 2009, 2010 and 2011 by Dougan & Associates. Beacon completed surveys annually between 2015 and 2024.

There are five permanent point count stations that were established in 2008 that provide coverage for the majority of the subject property. Each point count station is positioned so the observer can detect calling birds up to a distance of 125 m. The locations of the point count stations are illustrated in **Figure 3**. A handheld GPS was used to locate the plots.

A modified point count methodology, based on protocols established for the Ontario Breeding Bird Atlas for point counts (Cadman *et al.* 2007), Forest Bird Monitoring Program (CWS, 2006) and a standard method recommended for monitoring songbird populations in the Great Lakes Region (Howe *et al.* 1997), was utilized to complete breeding bird surveys. The following is a detailed description of the modified approach utilized to complete these surveys:

- Surveys should be conducted a minimum of one week apart (CWS 2006);
- Point count stations will be at least 250 m apart (Howe *et al.* 1997 & CWS 2006);
- Since the subject property is relatively small, a randomized site selection approach will not be required. The majority of natural features on the site are covered by the five- point count station survey areas;
- Survey duration for each point count is 10 minutes, consistent with the Forest Bird Monitoring Program (CWS 2006) and Howe *et al.* (1997) and is not restricted to forested habitats;
- The location of each individual adult bird is recorded on a field sheet as per the layout and symbols used by the Forest Bird Mapping Protocol (CWS 2006) or Howe *et al.* (1997). Bird flying overhead (i.e., not directly associating with the survey area) or otherwise not showing any breeding evidence will be distinguished from the other breeding birds;
- Observations recorded on the field maps are transferred into a summary table. All birds observed or heard within suitable habitat are assumed to be breeding; and
- Breeding evidence is documented according to the Ontario Breeding Bird Atlas protocols (Cadman *et al.* 2007).

Birds observed between the point count surveys are noted separately on a field map to help ensure that no bird species present on the subject property are missed as the point count circles do not cover the entire property.

Weather conditions (i.e., air temperature, precipitation, wind speed, and cloud cover) at the time of survey were recorded (see **Table 4**).

Table 4. Breeding Bird Survey Details

	Survey 1	Survey 2
Date:	June 5, 2024	June 21, 2024
Start time:	6:30 am	6:00 am
End Time:	8:40 am	8:00 am
Temp:	16°C	20°C
Wind:	6 - 11 km/h	0 – 1 km/h
Cloud cover:	90%	30%
Precipitation:	None	None

2.3.3 Owl Surveys

Owl surveys were not part of the original biological monitoring program, however in August 2009, Barred Owl (*Strix varia*) was reported from the northeast portion of the subject property by Dougan & Associates. To confirm this record, two surveys were completed in 2010 and an additional survey was completed in 2011. The survey consisted of broadcasting Barred Owl calls using a portable compact disc (CD) player. In 2011, Northern Saw-whet Owl (*Aegolius acadicus*) calls were also broadcast prior to the Barred Owl calls. A period of silence was included following each series of calls to allow the surveyor to listen for a response. The surveys were completed from two stations in forested habitats in the vicinity of the original observation. No additional owl focused surveys have been undertaken since 2011.

2.3.4 Basking Turtle Survey

The ponds on the subject property are known to support populations of Midland Painted Turtle (*Chrysemys picta marginata*) and Snapping Turtle (*Chelydra serpentina*).

Midland Painted Turtle is listed federally as a Special Concern species. Snapping Turtle is listed both federally and provincially as a Special Concern species. Snapping Turtle was originally observed in the large pond near the western property boundary in 2008, which is labelled as Pond 1 on **Figure 3**.

To monitor populations of turtles, basking surveys were completed by Dougan & Associates annually between 2010 and 2012, and by Beacon annually between 2015 and 2024.

In 2024, basking turtle surveys on the subject property were primarily focused on Pond 1; brief surveys of the other ponds were also completed. The surveys consist of slowly walking along the outer edge of the ponds using binoculars to scan the perimeter and other potential basking sites within the pond. Surveys were generally completed in mid-May and mid-September between 8:00 am and 5:00 pm during sunny periods when the air temperature was greater than water temperature and after inclement weather. Due to the extremely early snow melt and warming in 2024, an additional survey was conducted in March to observe potentially early basking activity. Surveys, including weather conditions, are included in **Table 5**.

Table 5. Basking Turtle Survey Details

	Survey 1	Survey 2	Survey 3
Date:	March 13, 2024	May 16, 2024	September 17, 2024
Start time:	1:15 pm	1:30 pm	10:15 am
End time:	2:35 pm	2:45 pm	11:15 am
Temp:	16°C	21°C	18 °C
Wind Speed:	6-11 km/h	1-5 km/h	6-11 km/h
Cloud cover:	0%	50%	20%
Precipitation:	None	None	None

2.3.5 Odonate Surveys

While not included in the original monitoring program, Dougan & Associates conducted odonate (dragonflies/damselflies) surveys for select habitats on the subject property in 2010, 2011 and 2012 to supplement the baseline biological data available for the site. Surveys were informally conducted during ideal weather conditions following turtle basking surveys. Individuals caught were caught in a net and immediately examined with a 10x (power) hands lens and then released following identification. No individuals were collected, and no microscopic analysis was conducted. When needed, identifications were confirmed using Jones (2008) and Lam (2004). The surveys were brief, and the findings were not considered a comprehensive list of species potentially present. No odonate surveys have been undertaken since 2012.

2.3.6 Other Wildlife Observations

Other wildlife species observations and habitat encountered over the course of the 2024 field season were recorded as incidental observations. When encountered, the species and locations of the wildlife were noted.

3. Results

3.1 Aquatic Survey

No evidence of salmonid spawning was observed along Aberfoyle Creek on the subject property in 2024. This is consistent with the findings of previous surveys completed annually from 2007 through 2023.

3.2 Vegetation Surveys

Vegetation plot sampling was conducted in 2024. The discussion presented below also provides a summary of previous surveys.

3.2.1 Ecological Land Classification Mapping

No significant changes to any of the ecological communities were observed during the 2019 review, however minor adjustments were made to the boundaries of several communities. The changes were as follows:

- ELC unit 22 changed from Cultural Woodland (CUW1) to Fresh-Moist White Cedar Coniferous Forest (FOC 4-1) due to increased size and dominance of Eastern White Cedar; and
- ELC Unit 11 changed from Mineral Meadow Marsh (MAM2) to Cattail Mineral Shallow Marsh/Reed Canary Grass Mineral Meadow Marsh (MAS2-1/MAM2-2) due to a shift in dominance of cattails and reed canary grass.

The revised ELC mapping is presented in **Figure 4** and a table summarizing the various ecological communities is presented in **Appendix A**.

3.2.2 Flora

Floristic surveys completed between 2007 and 2019 have documented a total of 255 vascular plant species. Of these, 242 have been determined to the species level and 13 could only be determined to genus for various reasons. An updated checklist is provided in **Appendix B.** Of the species identified, 56 are considered non-native to Ontario and represents 23% of the total site flora. Native species are ranked S4 or S5 by the NHIC, indicating that they are generally common and secure in Ontario.

Two regionally rare and six regionally uncommon species have been documented on the subject property, which are summarized in **Table 6**.

Table 6. Regionally Rare and Uncommon Plants Species

Scientific Name	Common Name	Region Status[1]
Asplenium platyneuron	Ebony Spleenwort	Rare
Brachyelytrum erectum	Long-awned Wood Grass	Rare
Symphyotrichum urophyllum	Arrow-leaved Aster	Uncommon
Cardamine pensylvanica	Pennsylvania Bitter-cress	Uncommon
Equisetum sylvaticum	Woodland Horsetail	Uncommon
Cinna latifolia	Slender Wood Reedgrass	Uncommon
Ranunculus pensylvanicus	Bristly Crowfoot	Uncommon
Symphyotrichum pilosum	Frost Aster	Uncommon

[1]Draft Wellington Country Vascular Plant List (Cecile 2017)

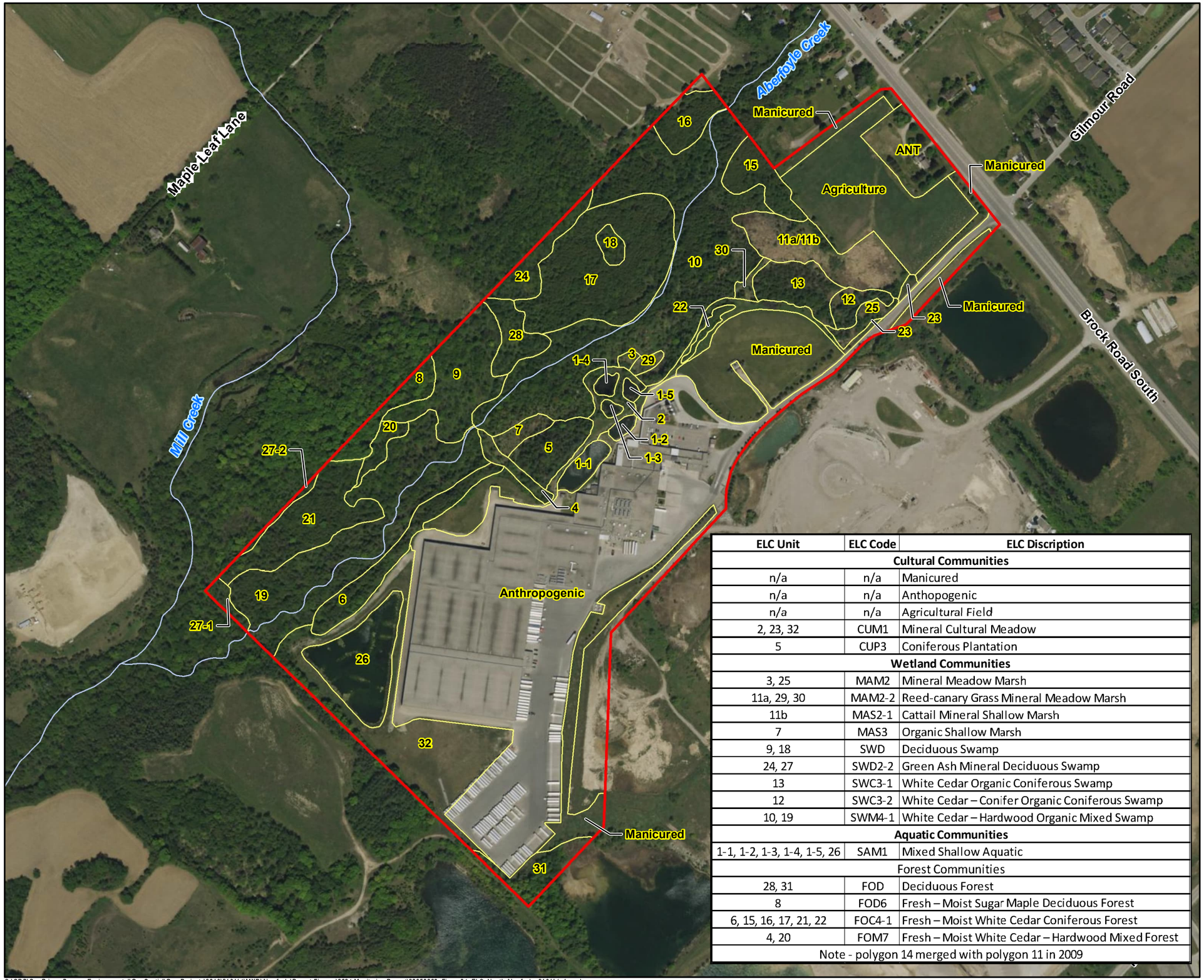
3.2.3 Vegetation Plot Sampling

A total of 104 plant species were recorded from the six vegetation plots in 2024, including nine that were identified to genus. Of the 95 species identified, 83 (87%) are native, and 12 (13%) are considered non-native in Ontario. The proportion of native/non-native species is similar to previous years with 88% native in 2008, 87% in 2010, 85% in 2013, 87% in 2014, 92% in 2016, and 85% in 2019. A photo log of the monitoring plots is included in **Appendix C**.

ELC Vegetation Communities

Figure 4

Aberfoyle 2024 Biological Monitoring Program



ELC Unit	ELC Code	ELC Discription
Cultural Communities		
n/a	n/a	Manicured
n/a	n/a	Anthopogenic
n/a	n/a	Agricultural Field
2, 23, 32	CUM1	Mineral Cultural Meadow
5	CUP3	Coniferous Plantation
Wetland Communities		
3, 25	MAM2	Mineral Meadow Marsh
11a, 29, 30	MAM2-2	Reed-canary Grass Mineral Meadow Marsh
11b	MAS2-1	Cattail Mineral Shallow Marsh
7	MAS3	Organic Shallow Marsh
9, 18	SWD	Deciduous Swamp
24, 27	SWD2-2	Green Ash Mineral Deciduous Swamp
13	SWC3-1	White Cedar Organic Coniferous Swamp
12	SWC3-2	White Cedar – Conifer Organic Coniferous Swamp
10, 19	SWM4-1	White Cedar – Hardwood Organic Mixed Swamp
Aquatic Communities		
1-1, 1-2, 1-3, 1-4, 1-5, 26	SAM1	Mixed Shallow Aquatic
Forest Communities		
28, 31	FOD	Deciduous Forest
8	FOD6	Fresh – Moist Sugar Maple Deciduous Forest
6, 15, 16, 17, 21, 22	FOC4-1	Fresh – Moist White Cedar Coniferous Forest
4, 20	FOM7	Fresh – Moist White Cedar – Hardwood Mixed Forest
Note - polygon 14 merged with polygon 11 in 2009		

Legend

- Subject Property
- ELC Communities
- Watercourse

BEACON ENVIRONMENTAL

Project: 216114.1

Last Revised: February 2025

Client: White Wolf Property Management Inc.

Prepared by: BD
Checked by: NP

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The following is a brief description of the structure and composition of each monitoring plot.

Plot 1 is located at the east end of the property (**Figure 3**). This plot has an open Tamarack (*Larix laricina*). The subcanopy also consists of Tamarack with a small amount of Eastern White Cedar (*Thuja occidentalis*), Meadow Willow (*Salix petiolaris*), and Red-Osier Dogwood (*Cornus sericea*). Understory shrubs are sparse but include Tartarian Honeysuckle (*Lonicera tatarica*), Red-osier Dogwood, White Meadowsweet (*Spiraea alba*), Glossy Buckthorn (*Frangula alnus*), and Meadow Willow. A variety of wetland forbs and graminoids make up the ground layer. In 2013, the ground layer was densely covered by Woolly Sedge (*Carex pellita*); however, in 2014 only sparse amounts of this species was recorded. Woolly Sedge was not recorded since 2014. Consistent with 2019 results, the most abundant in the ground layer was Coltsfoot (*Tussilago farfara*), along with Field Horsetail (*Equisetum arvense*) and mosses.

Plot 2 has a relatively dense canopy of Eastern White Cedar (*Thuja occidentalis*). Black Ash (*Fraxinus nigra*) was previously present in the canopy (<10% cover), but was observed to be dead in 2016, likely the result of the invasive insect Emerald Ash Borer, though Black Ash seedlings were noted in the ground layer in 2024. Eastern White Cedar is also abundant in the subcanopy and understory, in association with various shrubs such as Glossy Buckthorn, Tartarian Honeysuckle, and Thicket Creeper (*Parthenocissus vitacea*). A variety of wetland forbs and graminoids make up the ground layer, the majority of which individually account for <10% cover of the plot. Mosses and Bulblet Fern (*Cystopteris bulbifera* are relatively abundant. Cover of Marsh Bedstraw (*Galium palustre*) in the ground layer was estimated between 10-25% in 2013 and less than 10%, in 2014. A small amount was observed in 2024. Common Reed (*Phragmites australis*) is beginning to encroach around the edge of the plot.

Plot 3 has a sparse subcanopy that consists predominantly of White Cedar. Yellow birch (*Betula alleghaniensis*) provides <10% canopy cover. White Birch (*Betula papyrifera*), previously reocreded in the subcanopy, was not observed in 2024. Common Reed (*Phragmites australis* ssp *australis*), an invasive grass, also extends into the subcanopy layer, which has steadily increased in cover over years. In 2013, it was recorded at >10% cover, increasing to 10-25% cover in 2014, and 25-60% cover in 2016. The percent cover of Common Reed, estimated at 25-60% in 2016, and over 60% in 2019. In 2024, the plot was completed dominated by Common Reed. The understory and ground layers are very sparse due to the density of Common Reed. Many of species observed in prior years were present in low numbers, and the diversity appears to be declining. The understory is predominantly comprised of a few tall White Cedar, Red Maple, and Green Ash saplings. In the ground layer, moss cover, estimated at >60% in previous years, was observed to be <10% in 2024. In 2016, Field Horsetail was relatively abundant in the ground layer (25-60%) along with water-pennywort (*Hydrocotyle americana*) (10-25%). Both species covered <10% in 2024. Coltsfoot cover was estimated in the range of 10-25% in 2024, while all other species in the ground layer were sparse and individually present <10% cover.

Plot 4 is dominated by White Cedar (>60% canopy cover) and <10% cover of Yellow Birch. A few Black Ash occur in the sub-canopy. The understory is sparse, consisting of Elderberry (*Sambucus canadensis*), Green Ash, Black Ash, Ostrich Fern (*Matteuccia struthiopteris*), and Common Buckthorn. Dominant groundcovers are Bulbet Fern (*Cystopteris bulbifera*) and mosses, which is consistent with previous years. Sensitive fern (*Onoclea sensibilis*) was also abundant (25-60% cover) in 2024. A diversity of other herbaceous species occur in low abundance (individual account for <10% cover).

Plot 5 has a sparse amount of American Basswood (*Tilia americana*) in the canopy. White Cedar and dominates the canopy and subcanopy, with lesser amounts of Basswood and Black Ash (<10% cover). Consistent with previous years, Ostrich Fern and Wood Nettle are abundant in the understory,

and White Cedar has increased in cover in the understory compared to previous years. It was noted that a large tree had fallen across the plot since the last survey (2019). Various other tall forbs also occur in the understory, each accounting for <10% plot coverage. In the ground layer, Sensitive Fern was estimated at 25-60% cover, while Bulbet Fern, estimated a 10-25% cover in previously years (2016, 2019) was noted to be <10% in 2024. Various other species individually contributed less than 10% cover to the ground layer.

Plot 6 is located in a deciduous swamp. A few White Cedar occur in the canopy at over 10 m in height, while in previous years White Cedar was noted below 10 m in height. Similar to other years, the subcanopy consists of Eastern White Cedar, Green Ash, Black Ash, European Buckthorn, and Glossy Buckthorn. Glossy Buckthorn was more abundant in 2024. The understory consists of Green Ash and Black Ash saplings, in association with shrubs such as Elderberry (*Sambucus racemosa ssp. pubens*), Common Buckthorn, Glossy Buckthorn, and few tall forbs. Ground covers include Dwarf Raspberry, Canada Anemone (*Anemone canadensis*), mosses, and various other forbs and small shrubs.

3.2.3.1 Floristic Quality Assessment

FQA values for each plot between 2008 and 2024 are summarized in **Table 7**. A comparison of FQA values averaged across all plots is provided in **Table 8.** Species richness is noticeably lower in 2008 compared to the following six monitoring years. The data show a spike in species richness and a corresponding increase in FQI between 2008 and 2010. After 2010, the numbers decrease somewhat and generally level off between 2013 and 2019. Between 2019 and 2024, several plots have noticeably declined in native species richness, which may be attributable to the growth of Common Reed populations (i.e. Plot 3). Average FQA values generally decreased between 2019 and 2024, with 2024 values more comparable to those observed in 2013 and 2014 (**Table 8**).

Table 7. FQA Summary by Plot for 2008–2024

Plot	Variable/ Parameter	2008	2010	2013	2014	2016	2019	2024
1	Total Species	22	52	41	44	39	35	29
	Native Species	19	43	31	36	31	30	21
	Introduced Species	3	9	10	8	8	5	8
	Wetness Index	-2.18	-2.33	-1.24	-1.93	-1.49	-2.26	-1.28
	Mean Total CC	3.32	2.98	2.20	2.65	2.59	3.17	2.45
	Mean Native CC	3.84	3.60	2.90	3.51	3.26	3.60	3.38
	Total FQI	15.56	21.49	13.86	17.55	16.17	18.76	13.18
	Native FQI	16.75	23.64	16.16	21.09	18.15	19.72	15.49
2	Total Species	30	53	40	41	41	41	34
	Native Species	27	48	34	38	34	35	28
	Introduced Species	3	5	6	5	7	6	6
	Wetness Index	-1.93	-2.52	-1.73	-1.93	-1.61	-1.78	-1.59
	Mean Total CC	3.23	3.88	3.08	3.32	3.1	3.12	3.32
	Mean Native CC	3.59	3.51	3.62	3.78	3.74	3.66	4.04
	Total FQI	17.71	25.55	18.14	21.24	19.85	19.99	19.38
	Native FQI	18.67	26.85	21.09	22.67	21.81	21.64	21.36
3	Total Species	23	62	47	50	48	47	38

Plot	Variable/ Parameter	2008	2010	2013	2014	2016	2019	2024
	Native Species	20	55	39	45	42	41	33
	Introduced Species	3	7	8	6	7	6	5
	Wetness Index	-1.09	-1.86	-1.26	-2.18	-2.10	-1.89	-1.16
	Mean Total CC	3.26	3.60	3.21	3.62	3.42	3.57	3.63
	Mean Native CC	3.75	4.05	3.97	4.11	3.90	4.10	4.18
	Total FQI	15.64	28.45	20.36	25.60	23.7	24.5	22.39
	Native FQI	16.77	30.33	24.18	27.29	27.27	26.24	24.02
4	Total Species	17	30	28	31	37	39	42
	Native Species	15	27	25	29	32	34	37
	Introduced Species	2	3	3	3	5	4	5
	Wetness Index	-0.29	-1.63	-1.61	-1.42	-1.27	-1.33	-1.29
	Mean Total CC	4.00	4.17	3.82	4.10	3.97	3.92	4.10
	Mean Native CC	4.53	4.63	4.28	4.54	4.59	4.50	4.65
	Total FQI	16.49	22.82	18.92	22.81	24.13	24.5	26.54
	Native FQI	17.56	24.06	21.4	24.00	25.98	26.24	28.28
5	Total Species	21	46	37	36	41	47	46
	Native Species	19	39	33	34	36	42	41
	Introduced Species	2	7	4	3	5	5	5
	Wetness Index	-1.19	-0.48	-0.95	-0.75	-1.15	-1.26	-1.17
	Mean Total CC	4.05	3.85	3.78	3.88	3.71	3.77	3.74
	Mean Native CC	4.47	4.54	4.24	4.33	4.27	4.21	4.20
	Total FQI	18.55	26.10	21.6	23.27	23.74	25.82	25.36
	Native FQI	19.50	28.34	24.37	24.89	25.32	27.31	26.86
6	Total Species	16	29	26	28	24	24	24
	Native Species	14	21	20	22	19	20	19
	Introduced Species	2	8	6	6	5	4	5
	Wetness Index	-1.00	0.21	-0.46	-0.32	-0.1	-0.63	-0.63
	Mean Total CC	3.06	2.45	2.62	2.86	2.92	2.71	3.13
	Mean Native CC	3.50	3.38	3.40	3.64	3.68	3.25	3.95
	Total FQI	12.25	13.18	12.85	15.12	14.31	13.27	15.31
	Native FQI	13.10	15.49	15.21	17.06	16.04	14.53	17.21

Table 8. Comparison of Floristic Quality Assessment scores averaged across all plots, 2008-2024

Parameter	2008	2010	2013	2014	2016	2019	2024
Average Total Species Richness	21.50	45.33	36.50	38.33	38.33	38.83	35.50
Average Native Species richness	19.00	38.83	30.33	34.00	32.33	33.67	29.83
Average Non-native Species Richness	2.50	6.50	6.17	5.17	6.00	5.16	5.67
Average Wetness Index	-1.28	-1.44	-1.21	-1.42	-1.29	-1.52	-1.19
Average Native CC	3.95	3.95	3.74	3.99	3.90	3.89	4.07
Average Total CC	3.49	3.49	3.12	3.41	3.28	3.38	3.40
Average Native FQI	17.06	24.79	20.40	22.83	22.1	22.61	22.20
Average Total FQI	16.03	23.04	17.62	20.93	20.31	21.14	20.36

The fluctuations in the floristic parameters could be attributed to various environmental factors such as precipitation, herbivory, competition from dominant species, and natural dieback, which can vary on a seasonal and annual basis. The introduction and spread of invasive species can also result in a decline in species richness and a reduction in cover/abundance of other species. Based on the monitoring data available, it is not possible to directly attribute the observed changes to specific environmental factors or variables. Some of the variability observed may be attributable to observer experience/effort, especially in plots where certain species occur in low numbers and can be easily overlooked or are not reliably detected.

Overall, there have been some minor shifts in species composition and abundance from year-to-year, which is to be expected. The general composition and structure of the vegetation within most plots has not changed substantially and the observed changes are within the expected range of natural variation for the wetland community types present. A notable exception is the abundance of Common Reed in Plot 3, which has increase substantially over the years. The plot is now dominated by this invasive species.

3.2.4 Marsh Surveys

As part of the ELC confirmation work of select marsh communities completed by Dougan & Associates in 2009, some communities were reclassified. These surveys were repeated by Dougan & Associates in 2010, 2011 and 2013 (not in 2012) and the resulting classifications were described in the corresponding annual monitoring reports.

In 2010, the overall conditions that had been recorded in 2009 had not changed substantially. However, ELC Unit 7 (**Figure 4**) appeared drier due to lack of deep standing water and a new moisture gradient was observed in ELC Unit 29. No changes or re-classifications to ELC communities were made in 2010.

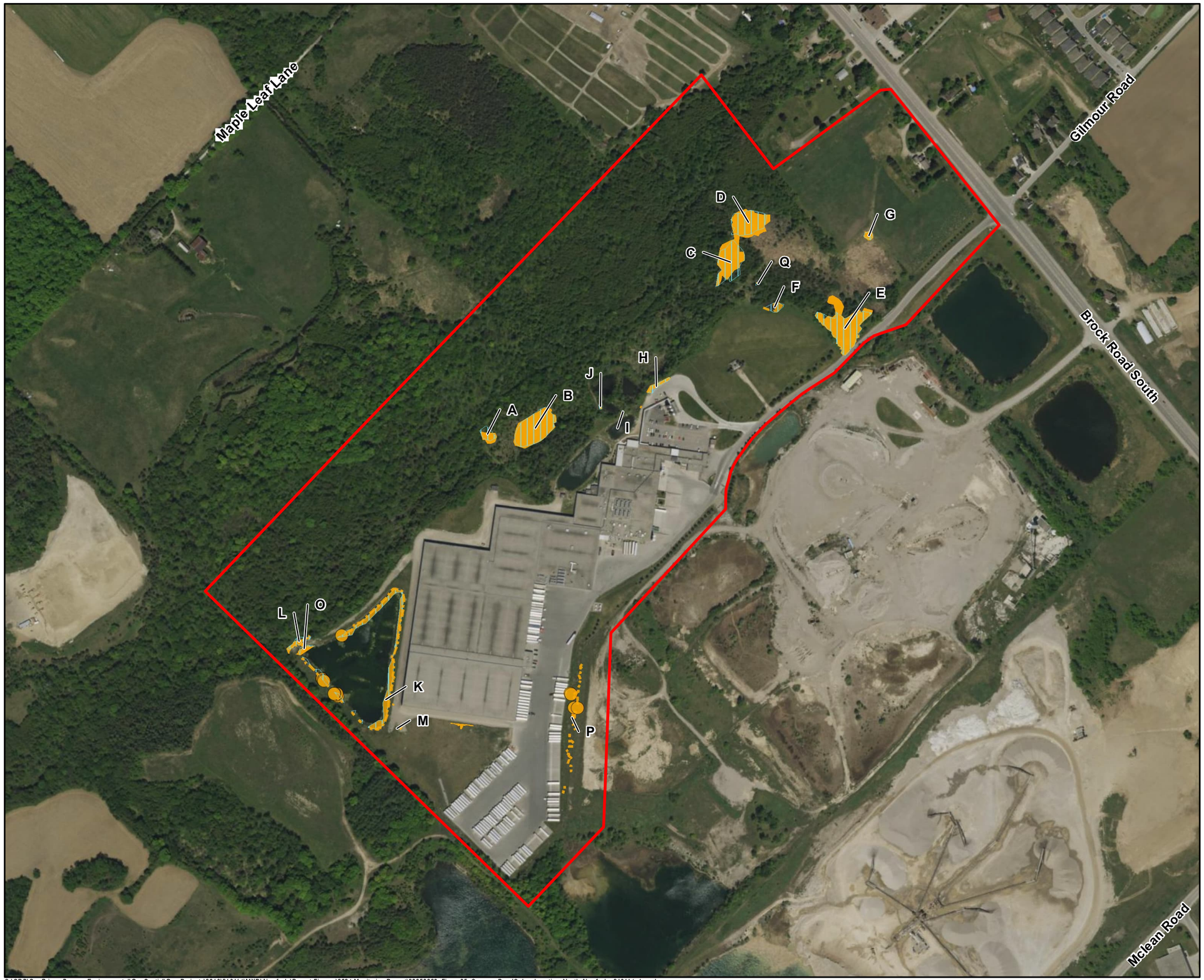
Again, the hydrologic conditions and vegetation composition observed in 2011 were not significantly different from 2010. Common Reed had spread, but the abundance of hydrophilic species (which would be indicative of changing wetland conditions) did not significantly change. No changes or re-classifications to ELC communities were made in 2010.

The conditions of the marshes observed in 2013 were slightly drier in comparison to what was noted in 2010 and 2011. Dougan & Associates attributed these changes to the much lower than average level of precipitation in 2012 and the slightly lower than average precipitation in 2013. No changes or re-classifications to ELC communities were made in 2013.

Dougan & Associates note that ELC Units 3, 29, 5 and 6 are impacted by discharge of water from the complex of small, constructed ponds west of the parking lot. The water level in these ponds is being artificially regulated, which could explain fluctuations. Dougan & Associates also noted that the variation in vegetation in marshes could also be a result of plant responses to variations in weather patterns and environmental conditions rather than permanent trends.

3.2.5 Invasive Species Mapping

Since monitoring was initiated on the subject property, colonies of Common Reed have been slowly expanding (**Figure 5**). Patch sizes were recorded in 2013, 2016 and 2017 as shown in **Table 9**.



Common Reed Colony Locations

Figure 5

Aberfoyle 2024 Biological Monitoring Program

Legend

- Subject Property
- Common Reed Colonies (December 2017)
- Common Reed Colonies (December 2017)
- Common Reed Colonies (2016)
- Common Reed Colonies (December 2017)

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Project: 216114.1

Last Revised: February 2025

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Table 9. Comparison of Common Reed Patch Size between 2013, 2016 and 2017

Colony	Size (m^2)			Difference (m^2)	Difference (%)
	2013	2016	2017		
A	172.28	254.43	255.04	0.61	0.24%
B	1,698.69	1,813.99	1,964.49	150.50	8.30%
C	1,920.17	1,401.47	2,886.44	266.24	10.16%
D	1,511.74	1,218.73	-	-	-
E	3,095.25	1,913.31	2,439.94	526.63	27.52%
F	1,061.60	202.67	123.36	-79.31	-39.13%
G	101.73	84.08	118.58	34.50	41.03%
H	-	127.31	162.44	35.13	27.59%
I	-	4.92	7.55	2.63	53.46%
J	-	25.05	18.73	-6.32	-25.23%
K	-	1,655.91	1,456.14	199.77	-12.06%
L	-	182.24	210.49	28.25	15.50%
M	-	-	16.77	-	-
N	-	-	70.55	-	-
O	-	-	132.15	-	-
P	-	-	62.52	-	-
Q	-	-	6.23	-	-
Total	**9,561.46**	**8,884.11**	**9,931.42**	**1,047.31**	**11.79%**

Monitoring of the Common Reed colonies in 2016 revealed a decrease in the rate of expansion of these colonies, but an increase in the colony size was observed in 2017. Between these two years, the following changes in Common Reed on the subject property were documented:

- Notable increases in colonies B, C (which has now joined with colony D), E and K;
- Small increases in colonies A, G, H, I and L;
- Small decreases in colonies F and J;
- Five new colonies, M through Q, were identified; and
- 32 additional points that were too small to map as polygons were also identified.

The change in cover of Common Reed on the subject property increased by 1,047.31 m^2, or 11.79% between 2016 and 2017. The Common Reed cover in 2017 was similar to that of the patch size recorded in 2013. It is anticipated that Common Reed will continue to spread throughout suitable open habitat on the subject property. An area being invaded by Common Reed is shown in **Photograph 1**.



Photograph 1. Common Reed within Colony E on December 18, 2017

3.3 Wildlife Surveys

3.3.1 Breeding Amphibians

Five anuran species were recorded from three stations on the subject property during the 2024 nocturnal amphibian call surveys. Species include American Bullfrog (*Lithobates catesbeianus*), Green Frog (*Lithobates clamitans*), Gray Treefrog (*Dryophytes versicolor*), Spring Peeper (*Pseudacris crucifer*), and Wood Frog. The findings of these amphibian breeding surveys are summarized in **Table 10**.

The primary amphibian breeding area on the subject property is the group of two to three small ponds/shallow aquatic features ("fire ponds") located just west of the parking lot. In 2024, no water was observed in the west fire pond and no amphibians were observed there.

Some indication of amphibian breeding was observed in Pond 1, Pond 2, and the pond at Brock Road South, which is just east of the subject property, in 2024.

One additional anuran species was observed incidentally during other field surveys in 2024: American Toad (*Anaxyrus americanus*). Other anurans observed incidentally in 2024 included American Bullfrog and Green Frog.

Table 10. Breeding Amphibian Survey Results (2024)

Location (Figure 3)	Round 1a (March 12, 2024)	Round 1b (April 1, 2024)	Round 2 (May 7, 2024)	Round 3 (June 20, 2024)
1	No calls	SPPE – 1(1)	No calls	BULL – 1(3) GRTR – 1(1)*
2	SPPE – 1(1)	SPPE – 1(2) WOFR – 1(1)	GRTR - 3	GRFR – 2(2)
3	No calls	No calls	No calls	GRFR – 2(9) BULL – 1(3)

* = Call recorded from outside of station area
BULL = Bullfrog, GRFR = Green Frog, SPPE = Spring Peeper, GRTR = Gray Treefrog, WOFR = Wood Frog
Code 0 — No calling
Code 1 — Individuals can be counted; calls not simultaneous. Estimated number of individuals indicated in brackets
Code 2 — Calls distinguishable; some simultaneous calling. Estimated number of individuals indicated in brackets
Code 3 — Full chorus; calls continuous and overlapping.

The 2024 amphibian breeding activity is generally comparable to previous years (2008-2011 and 2015-2023).

Results of amphibian breeding surveys from all years are shown in **Table 11**. Spring Peeper and Green Frog have been observed each year monitoring has been completed. American Toad was heard every year between 2016 and 2023 and observed incidentally in 2024. Gray Treefrog has been observed in all years except 2022. Wood Frog has been observed in 2008, in 2011, from 2015 to 2017, from 2019 to 2021, and was observed in Pond 2 in 2024. Northern Leopard Frog was incidentally observed in many years and was documented calling during the nocturnal amphibian surveys at Pond 1 in 2015, 2016, 2017 and 2019, and Pond 2 in 2023. American Bullfrog was observed incidentally in 2021 and 2022, and on Pond 1 and the off-site pond during 2023 and 2024 surveys.

Table 11. Breeding Amphibian Monitoring Results (2008–2024)

Year	SPPE	GRTR	GRFR	CHFR	WOFR	AMTO	NLFR	BULL
2008	X	X	X	X	X	-	-	-
2009	X	X	X	-	-	-	-	-
2010	X	X	X	-	-	-	X*	-
2011	X	X	X	X	X	X	-	-
2015	X	X	X	-	X	-	X*	X*
2016	X	X	X	-	X	X	X*	-
2017	X	X	X	-	X	X	X	X
2018	X	X	X	-	-	X	-	-
2019	X	X	X	-	X*	X	X	X
2020	X	X	X	-	X	X	-	X*
2021	X	X	X	-	X	X	-	X*

Year	SPPE	GRTR	GRFR	CHFR	WOFR	AMTO	NLFR	BULL
2022	X	-	X	-	-	X	X*	X*
2023	X	X	X	-	-	X	X	X
2024	X	X	X	-	X	X*	-	X

SPPE = Spring Peeper, GRTR = Gray Treefrog, GRFR = Green Frog, CHFR = Western Chorus Frog, WOFR = Wood Frog, AMTO = American Toad, NLFR = Northern Leopard Frog, BULL = American Bullfrog

* Indicates species observed incidentally and not recorded during amphibian monitoring surveys (from 2015 onward)

Overall, the results of these surveys have been relatively consistent with minor variations from year-to-year, which are to be expected based on the types of habitats present on the subject property and daily/annual species variations. Adult anurans are very mobile and often travel over upland areas to find suitable habitats.

3.3.2 Breeding Birds

A total of 43 species of birds (**Appendix D**) were documented on and directly adjacent to the subject property in 2024. Of the 43 species documented, 35 exhibited evidence of breeding and are considered to be breeding on the subject property. All species have a conservation rank of S5 (Secure) or S4 (Apparently Secure) in Ontario (NHIC 2022).

During the field surveys in 2024, species that were observed flying or foraging over the subject property, or observed during migration and not considered to be breeding on the subject property, included: Double-crested Cormorant (*Phalacrocorax auritus*), Green Heron (*Butorides virescens*), Ring-necked Duck (*Aythya collaris*), American Woodcock (*Scolopax minor*), Ring-billed Gull (*Larus delawarensis*), Belted Kingfisher (*Ceryle alcyon*), Carolina Wren (*Thryothorus ludovicianus*) and Pine Siskin (*Spinus pinus*). These species were either observed flying overhead or were using the subject property to forage (e.g., swallow species).

Of the 35 species that exhibited breeding evidence, one is a species that has conservation status. Eastern Wood-Pewee (*Contopus virens*), which is designated as Special Concern under the federal *Species at Risk Act* (2002) and provincial *Endangered Species Act* (2007), was recorded on the subject property during the 2024 breeding bird survey. This species was also recorded breeding on the subject property during the 2022 and 2023 breeding bird survey.

Eastern Wood-Pewee is a common breeding bird species for the subject property in Aberfoyle and is often associated with wooded features. In 2024 Eastern Wood-Pewee was heard singing at breeding bird monitoring station 5 as well as recorded incidentally in the deciduous forest communities immediately adjacent to the subject property boundaries to the west and to the southwest.

Six of the 35 bird species that displayed some level of breeding evidence on the subject property are considered to be “priority landbird species” in Bird Conservation Region (BCR) 13, the Lower Great Lakes – St. Lawrence Plain. Priority species are those that meet Partners in Flight criteria for Species of Continental or Regional Importance, because of high conservation concern / vulnerability and/or high stewardship responsibility scores (OPIF 2008). Species include:

- Northern Flicker (*Colaptes auratus);*
- Eastern Wood-Pewee;
- Willow Flycatcher (*Empidonax traillii*);
- Eastern Kingbird (*Tyrannus tyrannus*);
- Rose-breasted Grosbeak (*Pheucticus ludovicianus*); and
- Baltimore Oriole (*Icterus galbula*).

Northern Flicker was heard calling from breeding bird monitoring station 2, flying over breeding bird monitoring station 5, and also was recorded incidentally in the area during the September 17, 2024 basking turtle survey. Willow Flycatcher was recorded at breeding bird monitoring station 1. Eastern Kingbird was heard calling from breeding bird monitoring station 1 and was recorded incidentally in the meadow by Pond 1 during the first breeding bird survey. Rose-breasted Grosbeak was heard singing incidentally along the western property boundary in a deciduous forest community. Baltimore Oriole was recorded singing from breeding bird monitoring station 1 during the first and second breeding bird survey in 2024.

Eight of the 35 breeding bird species are considered significant in Wellington County (Dougan & Associates 2009). These species include:

- Northern Flicker;
- Eastern Wood-Pewee;
- Willow Flycatcher;
- Eastern Kingbird;
- Pine Warbler (*Setophaga pinus*);
- American Redstart (*Setophaga ruticilla*);
- Rose-breasted Grosbeak; and
- Baltimore Oriole.

One Pine Warbler was recorded incidentally during the first 2024 breeding bird survey in the White Cedar mixed swamp at the western edge of the subject property and Pine Warbler was recorded again during the second breeding bird survey at breeding bird monitoring station 5. Two American Redstart were recorded incidentally in the deciduous forest community at the western and southwestern edges of the subject property during the second 2024 breeding bird survey.

Two of the 35 breeding bird species observed in 2024 are considered area-sensitive. Area-sensitive species require larger areas of suitable habitat in order to sustain their populations (OMNR 2000) and are therefore considered more sensitive to habitat loss and fragmentation. These species include:

- Pine Warbler; and
- American Redstart.

Pine Warbler and American Redstart are associated with the forested habitats on the subject property.

The number of breeding and total birds recorded each year through the monitoring surveys is shown in **Table 12**.

Table 12. Breeding Bird Monitoring Results (2008-2024)

Monitoring Year	Number of Total Bird Species	Number of Breeding Bird Species
2008	40	34
2009	45	39
2010	48	36
2011	50	38
2015	39	33
2016	48	40
2017	51	37
2018	39	32
2019	44	34
2020	47	35
2021	44	32
2022	36	31
2023	49	35
2024	43	35

The overall results of the breeding bird surveys in 2024 are similar to the results of breeding bird surveys that were completed in previous years at the site. Differences in the results of these surveys can be attributed to daily and annual species variations.

3.3.3 Owl Surveys

During the two Barred Owl surveys conducted in 2010, Barred Owl was not recorded. However, during the second owl survey in 2010 on July 27, a Northern Saw-whet Owl was recorded calling continuously for 5 minutes in the northeast corner. The Ontario Breeding Bird Atlas states that this species breeds in a variety of forest types but is most abundant in coniferous forests (Cadman *et al*. 2007). Therefore, the subject property provides suitable habitat for this owl species. Northern Saw-whet Owl is considered locally rare in Wellington County (Dougan and Associates 2009) and ranked as “secure” (S5) by NHIC (2022).

As a result of this record, the 2011 field surveys included broadcasting calls for Northern Saw-whet Owls, as discussed in **Section 2.3.3**. However, in 2011, no owls were heard during the survey, and no formal owl surveys or incidental observations of owls have occurred since.

3.3.4 Basking Turtle Survey

The results of the basking turtle surveys are shown below in **Table 13**. Pond locations are shown on **Figure 3.**

Table 13. Basking Turtle Survey Results (2024)

	Survey 1 (March 13, 2024)			Survey 2 (May 16, 2024)			Survey 3 (September 17, 2024)		
	Pond 1	*Pond 2*	*Fire Ponds*	*Pond 1*	*Pond 2*	*Fire Ponds*	*Pond 1*	*Pond 2*	*Fire Ponds*
Midland Painted Turtle (*Chrysemys picta marginata*)	8	0	0	4	0	0	4	0	0
Snapping Turtle (*Chelydra serpentina*)	0	0	0	0	0	0	0	0	0

The only turtles that were observed on the subject property in 2024 were Midland Painted Turtle, all of which were observed in Pond 1 (**Figure 3**). This species is not considered significant at the local (Dougan & Associates 2009), regional (Plourde *et al*. 1989), or provincial (NHIC 2022) level. In April 2018, COSEWIC updated this species' status to Special Concern due to loss of wetlands in Ontario; on April 23, 2021, the *Species at Risk Act* (2002) added Midland Painted Turtle to Schedule 1 with the Special Concern status.

The number of Midland Painted Turtles seen in 2024 is lower than what has been recorded between 2011 and 2022, but higher than in 2023 (refer to **Table 14**). The lower number of turtle observations in 2023 and 2024 is likely due to the establishment of Common Reed and willow around the edge of Pond 1, as well as a higher-than-average water level in 2023 and 2024 in Pond 1, which has resulted in reduced basking opportunities..

No Snapping Turtles were observed in 2024 during the basking turtle surveys. Snapping Turtle nests were observed adjacent to Pond 1 and 2 in previous years and in 2024 during the June 2024 breeding bird surveys. One Snapping Turtle was observed by a Blue Triton employee on May 14, 2024, basking in a puddle between Pond 1 and the building on site. In 2019, Blue Triton Brands staff indicated that Snapping Turtle are frequently observed nesting in the gravel around the ponds.

A summary of the basking turtle survey results from the Blue Triton Brands monitoring program on the subject property are shown below in **Table 14**.

Table 14. Basking Turtle Monitoring Results (2008-2024)

Year	Snapping Turtle*	Midland Painted Turtle*
2008	1	0
2010	0	8 (5)
2011	1	38 (23)
2015	2 (1)	80 (36)
2016	5 (4)	42 (23)
2017	5	44 (25)
2018	1	30 (13)

Year	Snapping Turtle*	Midland Painted Turtle*
2019	4 (2)	34 (22)
2020	6	34 (17)
2021	3 (2)	34 (21)
2022	4 (1)	28 (11)
2023	0	7 (3)
2024	0	16 (8)

* Maximum number observed per survey event are noted in parentheses.

3.3.5 Odonate Surveys

Baseline odonate surveys were completed by Dougan & Associates in 2010 and 2011 in the vicinity of Pond 1. The following taxa were observed:

- Common Green Darner - *Anax junius;*
- Northern/Vernal Bluet - *Enallagma annexum/E. vernale;*
- Rainbow Bluet - *Enallagma antennatum;*
- Boreal Bluet - *Enallagma boreale;*
- Marsh Bluet - *Enallagma erbium;*
- Unidentified Bluet species - *Enallagma sp.;*
- Eastern Pondhawk - *Erythemis simplicicollis;*
- Eastern Forktail - *Ischnura verticalis;*
- Dot-tailed Whiteface - *Leucorrhinia intacta;* and
- Unidentified Spreadwing species - *Sympetrum sp.*

Additionally, Canada Darner and Eastern Pondhawk were noted incidentally in 2009.

Dougan & Associates note that this list is likely quite conservative since the survey was focussed in the Pond 1 area, and there are likely many other taxa present on the subject property. Common Green Darner, Boreal Bluet, Marsh Bluet, Eastern Pondhawk, Eastern Forktail and Dot-tailed Whiteface are ranked as “secure” (S5) while Rainbow Bluet, Northern Bluet and Vernal Bluet are ranked as “apparently secure” (S4) (NHIC 2022). Both Northern and Vernal Bluets are also considered Significant in Wellington County (Dougan & Associates 2009).

No additional odonate surveys have been conducted or are proposed.

3.3.6 Other Wildlife Species Observations

Other wildlife that were recorded on the subject property during the 2024 field season included:

- Eastern Cottontail (*Sylvilagus floridanus*);
- Muskrat (*Ondatra zibethicus*);
- Eastern Grey Squirrel (*Sciurus carolinensis*);
- Red Squirrel (*Tamiasciurus hudsonicus*);
- Groundhog (*Marmota monax*);

- Fireflies (*Lampyridae*); and
- Eastern Gartersnake (*Thamnophis sirtalis sirtalis*).

These incidental wildlife observations are similar to those noted in previous years. It is interesting to note that this is the first year that fireflies were recorded on the subject property, however it is likely that they were observed in previous years and not recorded in field notes. Similarly, it is interesting to note that 2024 is the first year since 2021 that Eastern Gartersnake was observed on the subject property. Unlike in previous years where it was recorded once per year (from 2017-2021), in 2024 it was recorded twice on two separate occasions in the meadow by Pond 1 during the second breeding bird survey and in some gravel between Pond 1 and Pond 2 during the third basking turtle survey.

4. Conclusion and Recommendations

This annual monitoring report describes the methods and findings of the 2024 biological monitoring field programs for the White Wolf Property Management Inc. Aberfoyle property. Aquatic and terrestrial monitoring completed in 2024 included:

- Salmonid spawning (redd) surveys in Aberfoyle Creek;
- Vegetation plot sampling;
- Amphibian breeding surveys;
- Breeding bird surveys; and
- Turtle basking surveys.

Consistent with the required aquatic monitoring program, salmonid spawning surveys were completed along Aberfoyle Creek in 2024 by C. Portt and Associates. No evidence of spawning was observed. These findings are consistent with those of previous years (2007-2023). The aquatic environment is strongly influenced by the thermal loading from the Aberfoyle Mill Pond upstream of the subject property, which makes downstream reaches unsuitable for sensitive cold-water fish.

Amphibian breeding surveys completed in 2024 documented five species plus an additional species incidentally observed during vegetation plot sampling. These findings are consistent with previous survey years and there are no significant changes to the resident breeding populations.

Breeding bird surveys were completed in 2024. Thirty-five (35) species were noted to be breeding on the subject property, which is consistent with numbers observed in 2008, 2010, 2019, 2020 and 2023. These numbers are average in comparison to other years and are consistent with normal year to year variation.

Turtle basking surveys of the pond habitats on site were completed in 2024 and confirmed that Painted Turtle and Snapping Turtle are actively using the subject property for basking, breeding and over-wintering. While the survey methodologies employed have been standardized, year to year variation in numbers observed remains relatively high. This is likely due to the establishment of Common Reed and willows around Pond 1, higher-than-average water levels and limited basking opportunities; therefore, it is recommended to continue to complete the first turtle basking survey of the year shortly after the first ice melt in the spring once temperatures have reached appropriate levels for basking turtles to increase detectability.

Floristic surveys of the subject property were completed in 2019 to update the overall plant species checklist which was last updated in 2011. A total of 255 species were documented. Over 77% of the species present are considered native to Ontario and reflects the quality of the ecological communities present.

In 2019, ecological communities on the subject property were verified and ELC mapping updated. The last update was in 2009. No significant changes were observed to warrant re-classification; however, the boundaries of several communities were adjusted slightly.

Monitoring of vegetation in the six permanent sampling plots located in select wetland communities was completed in 2024. The data indicate that while there have been minor shifts in species composition and abundance from year-to-year, most of this variation is attributable to natural variation and is not indicative of hydrological changes or disturbance; although there is some evidence to suggest compositional changes in some plots are related to expansion of Common Reed colonies.

In summary, the findings suggest that there have been minor changes to the various terrestrial and aquatic parameters being monitored on the subject property, though these changes are generally within the range expected and attributable to natural variation and succession. The subject property continues to support high quality terrestrial and wetland habitats that support a diverse range of native wildlife.

To maintain a complete record of the variation in the wildlife communities from year to year, it is recommended that Core wildlife monitoring (amphibian, reptiles and birds) be completed in 2025. Additionally, Salmonid spawning surveys in Aberfoyle Creek will be conducted in 2025 by C. Portt and Associates, as required by the PTTW. Recommendations for future monitoring beyond 2025 will be determined once the water taking and PTTW requirements for the new facility operations are confirmed.

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Appendix A

Key Biophysical Attributes of the Vegetation Communities in the Study Area

Appendix A

Key Biophysical Attributes of the Vegetation Communities in the Study Area[2]

Unit.	1	2	3	4	5
ELC Code	**SAM1**	**CUM1**	**MAM2**	**FOM7**	**CUP3**
Vegetation Type	Mixed Shallow Aquatic Ecosite	Mineral Cultural Meadow Ecosite	Mineral Shallow Marsh Ecosite	Fresh-Moist White Cedar - Hardwood Mixed Forest Ecosite	Coniferous Plantation Ecosite
Overstorey Composition	*Salix sp*	*Thuja occidentalis, Populus tremuloides, Populus deltoides ssp. deltoides,*	*Alnus incana spp. rugosa, Thuja occidentalis, Sambucus nigra ssp. Canadensis, Fraxinus pennsylvanica, Fraxinus nigra*	*Acer rubrum, Acer negundo, Fraxinus pennsylvanica, Thuja occidentalis, Populus tremuloides, Salix amygdaloides*	*Pinus strobes, Pinus sylvestris, Thuja occidentalis, Betula papyrifera, Prunus serotina, Acer saccharum var. saccharum, Carya cordiformis, Fraxinus americana, Rhamnus cathartica, Lonicera tatarica*
Understorey Composition	*Polygonum hydropiper, Rumex crispus, Schoenoplectus tabernaemontani, Typha angustifolia, Verbena hastata*	*Salix eriocephala, Rhamnus cathartica, Lonicera tatarica, Salix purpurea, Cornus sericea ssp. sericea, Vitis riparia, Rubus idaeus ssp. Idaeus, Salix exigua*	*Ribes triste Cornus sericea ssp. sericea*	*Cornus sericea ssp. sericea, Salix sp, Rubus idaeus ssp. idaeus*	*Rubus idaeus ssp. idaeus, Prunus virginiana var. virginiana*
Groundcover Composition	*Lemna minor*	*Solidago Canadensis, Daucus carota, Aster sp, Symphyotrichum novae-angliae, Asclepias syriaca, Echium vulgare, Achillea millefolium var. millefolium, Oenothera biennis, Tussilago farfara, Verbascum Thapsus, Fragaria virginiana ssp. Virginiana, Anemone sp, Trifolium sp*	*Typha latifolia,Carex stricta,Solanum dulcamara, Phalaris arundinacea, Thalictrum dioicum, Laportea canadensis, Mentha sp, Solidago rugosa ssp. Rugosa, Onoclea sensibilis, Carex intumescens, Eupatorium maculatum var. maculatum, Eupatorium perfoliatum, Symphyotrichum puniceum var. puniceum, Impatiens capensis, Lysimachia thyrsiflora, Ranunculus hispidus var. hispidus, Glyceria striata, Leersia oryzoides, Carex sp*	*Equisetum arvense, Tussilago farfara, Phalaris arundinacea*	*Asarum canadense Solidago flexicaulis Maianthemum canadense Tussilago farfara Eurybia macrophylla Carex granularis Sanguinaria canadensis*
Diameter Range	N/A	N/A	1	1– 2	2– 3
Structural Diversity	1	1	2	2	2
Canopy Closure	N/A	1	1	2(3)	3
Relative Age	2	1	2	2	2
Soil Texture	L	L	Om 15/ L	L – rip/rap	LfS
Drainage Class	3	1	3	1	1
Slope Class	1	1	1	2	2– 3
Topographic Class	1	1	2	1	1
Botanical Quality	1	1	2	1	1

[2] *Appendix A is based off the 2011 Biological Monitoring Program - Final Report (Dougan & Associates 2012) with minor updates from work done by Beacon in 2019.*

Unit.	6	7	8	9	10
ELC Code	**FOC4-1**	**MAS3**	**FOD6**	**SWD**	**SWM4-1**
Vegetation Type	Fresh-Moist White Cedar Coniferous Forest	Organic Shallow Marsh Ecosite	Fresh-Moist Sugar Maple Deciduous Forest Ecosite	Deciduous Swamp	White Cedar - Hardwood Organic Mixed Swamp
Overstorey Composition	*Thuja occidentalis Fraxinus pennsylvanica Acer saccharum var. saccharum*	*Thuja occidentalis, Betula papyrifera, Ulmus americana, Fraxinus nigra, Betula alleghaniensis, Acer saccharum var.saccharum Fraxinus pennsylvanica, Acer rubrum, Prunus serotina, Carpinus caroliniana ssp. virginiana, Tilia americana,*	*Acer saccharum var. saccharum, Ostrya virginiana, Tilia americana, Thuja occidentalis, Betula alleghaniensis, Betula papyrifera, Tsuga canadensis, Fagus grandifolia, Fraxinus pennsylvanica, Fraxinus americana*	*Fraxinus nigra Populus tremuloides Betula alleghaniensis Acer rubrum Tilia americana Thuja occidentalis Fraxinus pennsylvanica Fagus grandifolia*	*Thuja occidentalis, Populus tremuloides, Fraxinus pennsylvanica, Ulmus americana, Fraxinus nigra, Betula papyrifera, Betula alleghaniensis, Acer rubrum,*
Understorey Composition	*Sambucus racemosa var. racemosa Cornus alternifolia Ribes sp*	*Cornus sericea ssp. sericea, Rubus pubescens, Parthenocissus vitacea, Sambucus nigra ssp. canadensis*	-	*Sambucus nigra ssp. canadensis, Cornus sericea ssp. sericea*	*Rhamnus cathartica, Rubus idaeus ssp. idaeus, Salix petiolaris, Amelanchier alnifolia, Hamamelis virginiana, Cornus sericea ssp. sericea, Sambucus nigra ssp. canadensis, Parthenocissus vitacea, Lonicera dioica, Prunus virginiana var. virginiana, Cornus alternifolia, Alnus incana spp. rugosa, Frangula alnus, Cornus racemosa, Rubus pubescens, Prunus serotina,*
Groundcover Composition	*Cystopteris bulbifera Tussilago farfara Carex communis Asarum canadense Onoclea sensibilis*	*Phragmites australis, Thelypteris palustris var. pubescens, Carex hystericina, Solanum dulcamara, Scirpus atrovirens, Epilobium hirsutum, Onoclea sensibilis, Cicuta maculata, Bidens frondosa, Typha latifolia, Sium suave, Rorippa nasturtium-aquaticum, Lycopus americanus, Agrostis stolonifera*	*Carex pensylvanica, Onoclea sensibilis, Solidago flexicaulis, Tussilago farfara, Polystichum acrostichoides, Caulophyllum thalictroides, Asarum canadense, Anemone acutiloba, Carex pedunculata*	*Phalaris arundinacea Carex sp Solidago rugosa ssp. rugosa Onoclea sensibilis, Boehmeria cylindrica Carex lupulina Euonymus obovata*	*Solanum dulcamara,Agrimonia gryposepala, Thalictrum dioicum, Onoclea sensibilis, Oxalis stricta, Carex eburnean, Cystopteris bulbifera, Pilea pumila, Viola sororia, Clematis virginiana, Echinocystis lobata, Lysimachia thyrsiflora, Circaea lutetiana ssp. canadensis,, Phalaris arundinacea, Aster puniceus var. puniceus, Anemone virginiana var. cylindroidea, Dryopteris carthusiana, Echinocystis lobata*
Diameter Range	3	1	2– 3	2– 3	2– 3
Structural Diversity	2	2	2	2	2
Canopy Closure	3	1	3	3	3
Relative Age	2	2	2	2	2
Soil Texture	LfS	Om/SiL	L	L	O/L
Drainage Class	2	3	2	3	3
Slope Class	2(3)	1	1– 2	1	1
Topographic Class	2	2	1	2	2
Botanical Quality	2	2	2	2	3

Unit.	11	12	13	14-merged with Polygon 11 in 2009	15
ELC Code	**MAS2-1/MAM2-2**	**SWC3-2**	**SWC3-1**	**SWT2**	**FOC4-1**
Vegetation Type	Cattail Mineral Shallow Marsh/Reed Canary Grass Mineral Meadow Marsh	White Cedar - Conifer Organic Coniferous Swamp	White Cedar Organic Coniferous Swamp	Mineral Thicket Swamp Ecosite	Fresh-Moist White Cedar Coniferous Forest
Overstorey Composition	*Populus tremuloides, Thuja occidentalis*	*Thuja occidentalis Larix laricina*	*Thuja occidentalis, Populus balsamifera ssp. balsamifera Larix laricina, Betula papyrifera*	*Thuja occidentalis*	*Thuja occidentalis*
Understorey Composition	*Rhamnus cathartica Salix sp Salix petiolaris Ribes sp Cornus sericea ssp. sericea*	*Lonicera tatarica*	*Parthenocissus vitacea Lonicera tatarica*	*Salix sp Parthenocissus vitacea*	-
Groundcover Composition	*Typha latifolia, Phalaris arundinacea, Solidago canadensis var. scabra Tussilago farfara, Lysimachia thyrsiflora, Solanum dulcamara, Equisetum arvense, Carex hystericina, Carex stipata Aster puniceus var. puniceus, Eupatorium maculatum var. maculatum, Caltha palustris, Onoclea sensibilis, Impatiens capensis, Poa sp, Schoenoplectus tabernaemontani, Cicuta maculate, Carex stricta*	*Carex stricta, Carex pellita Dryopteris carthusiana Thelypteris palustris var. pubescens, Osmunda cinnamomea, Galium aparine, Equisetum arvense, Aster sp, Typha latifolia, Tussilago farfara, Fragaria virginiana ssp. virginiana, Caltha palustris, Solidago canadensis var. scabra, Thalictrum pubescens, Cypripedium parviflorum, Phragmites australis, Onoclea sensibilis*	*Equisetum arvense, Tussilago farfara, Onoclea sensibilis Galium aparine, Solanum dulcamara, Carex stipata, Phalaris arundinacea, Aster puniceus var. puniceus Thalictrum pubescens Dryopteris carthusiana, Caltha palustris, Eupatorium perfoliatum, Impatiens capensis, Eupatorium maculatum var. maculatum, Carex rosea, Cypripedium parviflorum, Taraxacum officinale*	*Typha latifolia Aster puniceus var. puniceus Phalaris arundinacea Solanum dulcamara Carex stipata Cicuta maculata Impatiens capensis Lysimachia thyrsiflora Onoclea sensibilis Thalictrum pubescens Asclepias syriaca Typha angustifolia*	-
Diameter Range	N/A	1– 2	2– 3	1	3
Structural Diversity	2	2	2	2	2
Canopy Closure	N/A	2– 3	3	1	3
Relative Age	2	2	2	2	2
Soil Texture	L	Om	Om	L	LfS
Drainage Class	3	3	3	3	2
Slope Class	1	1	1	1	1
Topographic Class	2	2	2	2	2
Botanical Quality	2	2	2	2	2

Unit.	16	17	18	19	20
ELC Code	**FOC4-1**	**FOC4-1**	**SWD**	**SWM4-1**	**FOM7**
Vegetation Type	Fresh-Moist White Cedar Coniferous Forest	Fresh-Moist White Cedar Coniferous Forest	Deciduous Swamp	White Cedar - Hardwood Organic Mixed Swamp	Fresh-Moist White Cedar - Hardwood Mixed Forest Ecosite
Overstorey Composition	*Thuja occidentalis*	*Thuja occidentalis, Pinus strobus Populus tremuloides, Betula papyrifera, Prunus serotina Picea abies, Abies balsamea*	*Fraxinus nigra Rubus idaeus ssp. idaeus Rubus pubescens Parthenocissus vitacea Rhamnus cathartica Thuja occidentalis Vitis riparia Frangula alnus Populus tremuloides*	*Species composition similar to unit 10*	*Thuja occidentalis, tilia americana, Acer saccharum ssp saccharum, Ostrya virginiana, Tsuga canadensis*
Understorey Composition	-	*Prunus virginiana var. virginiana Rhamnus cathartica*	-	-	*Acer saccharum ssp saccharum*
Groundcover Composition	-	*Carex flacca, Danthonia spicata, Solidago nemoralis*	*Anemone canadensis Solanum dulcamara Geum sp Thalictrum pubescens Circaea lutetiana ssp. canadensis Arisaema triphyllum ssp. triphyllum Galium sp Solidago rugosa ssp. rugosa*	-	*Carex pensylvanica, Dryopteris carthusiana, Asarum canadense*
Diameter Range	2– 3	2– 3	1– 2	2– 3	2– 3
Structural Diversity	1	1	2	2	2
Canopy Closure	3	3	2	3	3
Relative Age	2	2	1	2	2
Soil Texture	L	L	L	O/L	L
Drainage Class	1	1	3	3	2
Slope Class	1	1	1	1	1– 2
Topographic Class	2	2	2	2	2
Botanical Quality	2	2	2	3	2

Unit.	21	22	23	24	25
ELC Code	**FOC4-1**	**FOC4-1**	**CUM1**	**SWD2-2**	**MAM2**
Vegetation Type	Fresh-Moist White Cedar Coniferous Forest	Fresh-Moist White Cedar Coniferous Forest	Mineral Cultural Meadow Ecosite	Red Ash Mineral Deciduous Swamp	Common Reed Mineral Meadow Marsh
Overstorey Composition	*Populus tremuloides Thuja occidentalis Fraxinus pennsylvanica Fraxinus americana Acer saccharum var. saccharum Betula alleghaniensis*	*Thuja occidentalis, Betula papyrifera Salix fragilis, Populus balsamifera ssp. balsamifera, Populus tremuloides,*	*Acer negundo*	-	*Populus balsamifera ssp. balsamifera Acer negundo*
Understorey Composition	-	*Salix purpurea, Cornus sericea ssp. sericea, Lonicera tatarica*	*Rhamnus cathartica, Rubus idaeus ssp. idaeus, Vitis riparia*	-	*Vitis riparia, Parthenocissus vitacea*
Groundcover Composition	*Solidago canadensis*	*Equisetum arvense, Solidago canadensis, Tussilago farfara, Taraxacum officinale*	*Solidago canadensis var. scabra, Echium vulgare, Linaria vulgaris, Thlaspi arvense, Equisetum arvense, Symphyotrichum novae-angliae, Bromus inermis ssp. pumpellianus, Leucanthemum vulgare, Solidago canadensis, Arctium minus, Lotus corniculatus, Daucus carota, Cirsium arvense, Rumex crispus, Tussilago farfara, Anemone canadensis, Asclepias syriaca, Trifolium repens*	-	*Phalaris arundinacea Rumex crispus Anemone canadensis, Ranunculus acris, Phragmites australis*
Diameter Range	2– 3	2– 3	N/A	2– 3	N/A
Structural Diversity	1	2	1	2	1
Canopy Closure	3	3	N/A	3	N/A
Relative Age	2	2	1	2	1
Soil Texture	L	L	L	L	L
Drainage Class	1	1	1	3	2
Slope Class	1	2	1– 2	1	1
Topographic Class	2	2	1	2	1
Botanical Quality	2	2	1	2	1

Unit.	26	27	28	29	30
ELC Code	**SAM1**	**SWD2-2**	**FOD**	**MAM2-2**	**MAM2-2**
Vegetation Type	Mixed Shallow Aquatic Ecosite	Green Ash Mineral Deciduous Swamp	Deciduous Forest	Reed Canary-grass Mineral Meadow Marsh	Reed Canary-grass Mineral Meadow Marsh
Overstorey Composition	*Salix exigua*	*Fraxinus pensylvanica, Fraxinus nigra, Ulmus americana, Betula allegheniensis, Tilia Americana, Populus tremuloides*	*Fraxinus pensylvanica, Populus tremuloides, Thuja occidentalis, Pinus strobus*	*Thuja occidentalis, Fraxinus nigra*	-
Understorey Composition	-	*Rubus idaeus ssp melanolasius, Rhamnus cathyartica, Sambucus canadensis, Thuja occidentalis, Viburnum trilobum (R)*	*Thuja occidentalis, Cornus sericea ssp sericea, Rhamnus frangula, abies balsamea*	*Cornus sericea ssp sericea, Rubus idaeus ssp strigosus, Thuja occidentalis*	-
Groundcover Composition	*Coronilla varia, Poa sp Achillea millefolium var. millefolium, Typha latifolia, Juncus effusus ssp. solutes, Silene vulgaris, Melilotus officinalis Rumex crispus, Schoenoplectus tabernaemontani, Ranunculus sceleratus var. sceleratus*	*Onoclea sensibilis, Solidago rugosa, Clematis virginiana, Cystopteris bulbifera*	*Carex pensylvanica, Solidago canadensis var. scabra, Pteridium aquilinum, solidago rugosa, Solanum dulcamara, Solidago rugosa*	*Phalaris arundinacea -D, Symphyotrichum lateriflorum var. angustifolium, Eupatorium maculatum, Aster puniceus, Carex sp.,*	*Phalaris arundinacea -D, Aster puniceus-A, Typha angustifolia,Typha latifolia, Symphyotrichum lanceolatum var. lanceolatum, Cyperipedium parviflorum var. makasin*
Diameter Range	N/A	2	1,2 (3)	1	1
Structural Diversity	1	2	2	1	1
Canopy Closure	N/A	3	3	1	1
Relative Age	1	2	1– 2	1	1
Soil Texture	L	L	L	L	L
Drainage Class	3	2– 3	1	2– 3	2– 3
Slope Class	1	1	1	1	1
Topographic Class	1	1	1	1	1
Botanical Quality	2	2	2	2	2

Unit.	31	32
ELC Code	**FOD**	**CUM1**
Vegetation Type	Deciduous Forest Remnant	Cultural Meadow
Overstorey Composition	*Acer saccharum ssp saccharum, Tilia americana*	-
Understorey Composition	-	-
Groundcover Composition	-	Some areas manicured turf, some areas seeded; *Medicago sativa, Melilotus sp, Daucus carota*
Diameter Range	2	1
Structural Diversity	1	1
Canopy Closure	3	1
Relative Age	2	1
Soil Texture	L	L
Drainage Class	1	1
Slope Class	1	1
Topographic Class	1	1
Botanical Quality	2	1

LEGEND

Diameter Range (1 = <15 cm dbh.; 2 = 15 – 30 cm dbh.; 3 = >30 cm dbh.)
Structural Diversity (1 = strata 1 & 2; 2 = >2 strata; 3 = > 3 strata, old growth)
Canopy Closure (1 = <25%; 2 = 25– 50%; 3 = >50%)
Relative Age (1 = immature; 2 = mature; 3 = old growth)
Soil Texture (sand/silt/clay/org)
Drainage Class (1 = well-drained; 2 = imperfectly drained (1 – 3 mottles); 3 = poorly drained (>3 mottles)
Slope Class (1 = <10%; 2 = 10– 25%; 3 = >25%)
Topographic Class (1 = uniform; 2 = uneven; 3 = high variability (hummocky)
Botanical Quality (1 = disturbed, exotics; 2 = low diversity; 3 = high diversity (sig spp. present)
Edge Abbreviations: ( ) represent localized condition; D = Dominant (51– 100%); A = Abundant (21– 50%); F = Frequent (11– 20%); O = Occasional (5– 10%); S = Scarce (<5%)

Appendix B



Flora Checklist

Appendix B

Flora Checklist

Scientific Name	Common Name (FOIBIS)	Coefficient of Conservatism	Wetness Index	S-Rank	Wellington
Alisma triviale	Northern Water-plantain	1	-5	S5	-
Sagittaria latifolia	Broadleaf Arrowhead	4	-5	S5	-
Toxicodendron rydbergii	Western Poison Ivy	0	0	S5	-
Cicuta bulbifera	Bulb-bearing Water-hemlock	5	-5	S5	-
Cicuta maculata	Spotted Water-hemlock	6	-5	S5	-
Daucus carota	Queen Anne's Lace	0	5	SNA	-
Hydrocotyle americana	American Water-pennywort	7	-5	S5	-
Sium suave	Hemlock Water-parsnip	4	-5	S5	-
Apocynum androsaemifolium ssp. *androsaemifolium*	Spreading Dogbane	3	5	S5	-
Arisaema triphyllum ssp. *triphyllum*	Jack-in-the-pulpit	5	-2	S5	-
Aralia nudicaulis	Wild Sarsaparilla	4	3	S5	-
Asarum canadense	Wild Ginger	6	5	S5	-
Asclepias incarnata ssp. *incarnata*	Swamp Milkweed	6	-5	S5	-
Asclepias syriaca	Common Milkweed	0	5	S5	-
Asplenium platyneuron	Ebony Spleenwort	6	3	S4	R
Achillea millefolium var. *occidentalis*	Wooly Yarrow	0	3	S5	-
Ambrosia trifida	Great Ragweed	0	-1	S5	-
Bidens frondosa	Devil's Beggar's Ticks	3	-3	S5	-
Cichorium intybus	Chicory	0	5	SNA	-
Cirsium vulgare	Bull Thistle	0	4	SNA	-
Erigeron philadelphicus var. *philadelphicus*	Philadelphia Fleabane	1	-3	S5	-
Eupatorium perfoliatum	Common Boneset	2	-4	S5	-
Euthamia graminifolia	Grass-leaved Goldenrod	2	-2	S5	-
Eutrochium maculatum var. *maculatum*	Spotted Joe-pye Weed	3	-5	S5	-
Hieracium sp.	Hawkweed Species	0	0	-	-
Lactuca biennis	Tall Blue Lettuce	6	0	S5	-
Lactuca sp.	Lettuce Species	0	0	-	-
Leucanthemum vulgare	Oxeye Daisy	0	5	SNA	-
Solidago altissima var. altissima	Tall Goldenrod	1	3	S5	-
Solidago canadensis	Canada Goldenrod	1	3	S5	-
Solidago flexicaulis	Broad-leaved Goldenrod	6	3	S5	-
Solidago gigantea	Smooth Goldenrod	4	-3	S5	-
Solidago nemoralis var. *nemoralis*	Field Goldenrod	2	5	S5	-
Solidago rugosa ssp. *rugosa*	Rough Goldenrod	4	-1	S5	-
Sonchus arvensis ssp. *arvensis*	Field Sowthistle	0	1	SNA	-
Sonchus asper ssp. *asper*	Spiny-leaf Sowthistle	0	0	SNA	-
Symphyotrichum lanceolatum ssp. *lanceolatum*	Panicled Aster	3	-3	S5	-
Symphyotrichum lateriflorum var. *lateriflorum*	Calico Aster	3	-2	S5	-
Symphyotrichum novae-angliae	New England Aster	2	-3	S5	-
Symphyotrichum pilosum var. *pilosum*	Hairy Aster	4	2	S5	U
Symphyotrichum puniceum var. *puniceum*	Purple-stemmed Aster	6	-5	S5	-
Symphyotrichum urophyllum	Arrow-leaved Aster	6	5	S4	U
Taraxacum officinale	Common Dandelion	0	3	SNA	-
Tussilago farfara	Colt's Foot	0	3	SNA	-
Impatiens capensis	Spotted Jewel-weed	4	-3	S5	-
Caulophyllum giganteum	Blue Cohosh	-	-	S5	-

Scientific Name	Common Name (FOIBIS)	Coefficient of Conservatism	Wetness Index	S-Rank	Wellington
Caulophyllum thalictroides	Blue Cohosh	6	5	S5	-
Alnus incana ssp. *rugosa*	Speckled Alder	6	-5	S5	-
Betula alleghaniensis	Yellow Birch	6	0	S5	-
Betula papyrifera	Paper Birch	2	2	S5	-
Carpinus caroliniana ssp. *virginiana*	American Hornbeam	6	0	S5	-
Echium vulgare	Common Viper's-bugloss	0	5	SNA	-
Hackelia virginiana	Virginia Stickseed	5	1	S5	-
Myosotis laxa	Small Forget-me-not	6	-5	S5	-
Myosotis scorpioides	True Forget-me-not	0	-5	SNA	-
Symphytum officinale ssp. *officinale*	Common Comfrey	0	5	SNA	-
Cardamine diphylla	Broad-leaved Toothwort	7	5	S5	-
Cardamine pensylvanica	Pennsylvania Bitter-cress	6	-4	S5	U
Rorippa nasturtium-aquaticum	True Watercress	0	-5	SNA	-
Thlaspi arvense	Field Penny-cress	0	5	SNA	-
Lobelia siphilitica	Great Blue Lobelia	6	-4	S5	-
Lonicera tatarica	Tartarian Honeysuckle	0	3	SNA	-
Sambucus canadensis	Common Elderberry	5	-2	S5	-
Sambucus nigra	Eupopean Elderberry	-	-	SNA	-
Viburnum opulus	Guelder-rose Viburnum	0	0	SNA	-
Silene vulgaris	Maiden's Tears	0	5	SNA	-
Euonymus obovatus	Running Strawberry-bush	6	5	S5	-
Hypericum perforatum	St. John's-wort	0	5	SNA	-
Convolvulus arvensis	Field Bindweed	0	5	SNA	-
Cornus alternifolia	Alternate-leaf Dogwood	6	5	S5	-
Cornus racemosa	Gray Dogwood	2	-2	S5	-
Cornus sericea ssp. *sericea*	Red-osier Dogwood	2	-3	S5	-
Echinocystis lobata	Wild Mock-cucumber	3	-2	S5	-
Thuja occidentalis	Northern White Cedar	4	-3	S5	-
Carex bebbii	Bebb's Sedge	3	-5	S5	-
Carex bromoides	Brome-like Sedge	7	-4	S5	-
Carex communis	Fibrous-root Sedge	6	5	S5	-
Carex flacca	Heath Sedge	0	0	SNA	-
Carex flava	Yellow Sedge	5	-5	S5	-
Carex gracillima	Graceful Sedge	4	3	S5	-
Carex granularis	Meadow Sedge	3	-4	S5	-
Carex hystericina	Porcupine Sedge	5	-5	S5	-
Carex intumescens	Bladder Sedge	6	-4	S5	-
Carex lupulina	Hop Sedge	6	-5	S5	-
Carex pedunculata	Longstalk Sedge	5	5	S5	-
Carex pellita	Woolly Sedge	4	-5	S5	-
Carex pensylvanica	Pennsylvania Sedge	5	5	S5	-
Carex radiata	Stellate Sedge	4	5	S5	-
Carex sp.	Sedge Species	0	0	-	-
Carex stipata	Stalk-grain Sedge	3	-5	S5	-
Carex stricta	Tussock Sedge	4	-5	S5	-
Carex vulpinoidea	Fox Sedge	3	-5	S5	-
Schoenoplectus tabernaemontani	Soft-stemmed Bulrush	5	-5	S5	-
Scirpus atrovirens	Woolgrass Bulrush	3	-5	S5	-
Pteridium aquilinum var. *latiusculum*	Bracken Fern	2	3	S5	-
Athyrium filix-femina var. *angustum*	Lady-fern	4	0	S5	-
Cystopteris bulbifera	Bulblet Fern	5	-2	S5	-
Dryopteris carthusiana	Spinulose Wood Fern	5	-2	S5	-
Dryopteris cristata	Crested Wood Fern	7	-5	S5	-

Scientific Name	Common Name (FOIBIS)	Coefficient of Conservatism	Wetness Index	S-Rank	Wellington
Dryopteris intermedia	Evergreen Wood Fern	5	0	S5	-
Dryopteris marginalis	Marginal Wood Fern	5	3	S5	-
Matteuccia struthiopteris var. *pensylvanica*	Ostrich Fern	5	-3	S5	-
Onoclea sensibilis	Sensitive Fern	4	-3	S5	-
Polystichum acrostichoides	Christmas Fern	5	5	S5	-
Equisetum arvense	Field Horsetail	0	0	S5	-
Equisetum sylvaticum	Woodland Horsetail	7	-3	S5	U
Coronilla varia	Crown-vetch	0	5	SNA	-
Lotus corniculatus	Bird's-foot Trefoil	0	1	SNA	-
Medicago lupulina	Black Medic	0	1	SNA	-
Trifolium repens	White Clover	0	2	SNA	-
Trifolium sp.	Clover Species	0	0	-	-
Fagus grandifolia	American Beech	6	3	S5	-
Geranium maculatum	Wild Geranium	6	3	S5	-
Geranium robertianum	Herb-robert	0	5	S5	-
Ribes cynosbati	Prickly Gooseberry	4	5	S5	-
Ribes triste	Swamp Red Currant	6	-5	S5	-
Iris versicolor	Blueflag	5	-5	S5	-
Carya cordiformis	Bitternut Hickory	6	0	S5	-
Juglans nigra	Black Walnut	5	3	S4?	-
Juncus effusus ssp. *solutus*	Soft Rush	4	-5	S5	-
Galeopsis tetrahit	Brittle-stem Hempnettle	0	5	SNA	-
Lycopus americanus	American Bugleweed	4	-5	S5	-
Lycopus uniflorus	Northern Bugleweed	5	-5	S5	-
Mentha arvensis	Corn Mint	3	-3	S5	-
Nepeta cataria	Catnip	0	1	SNA	-
Prunella vulgaris ssp. *lanceolata*	Self-heal	5	5	S5	-
Prunella vulgaris ssp. *vulgaris*	Common Heal-all	0	0	SNA	-
Scutellaria galericulata	Hooded Skullcap	6	-5	S5	-
Scutellaria lateriflora	Mad Dog Skullcap	5	-5	S5	-
Scutellaria sp.	Skullcap Species	0	0	-	-
Lemna minor	Lesser Duckweed	2	-5	S5	-
Allium tricoccum	Wild Leek	7	2	S5	-
Maianthemum canadense	Wild-lily-of-the-valley	5	0	S5	-
Maianthemum stellatum	Starflower False Solomon's Seal	6	1	S5	-
Polygonatum pubescens	Downy Solomon's Seal	5	5	S5	-
Trillium grandiflorum	White Trillium	5	5	S5	-
Trillium sp.	Trillium Species	0	0	-	-
Lythrum salicaria	Slender-spike Loosestrife	0	-5	SNA	-
Fraxinus nigra	Black Ash	7	-4	S5	-
Fraxinus pennsylvanica	Green Ash	3	-3	S5	-
Circaea lutetiana ssp. *canadensis*	Enchanter's Nightshade	3	3	S5	-
Epilobium hirsutum	Great-hairy Willow-herb	0	-4	SNA	-
Epilobium parviflorum	Small-flower Willow-herb	0	3	SNA	-
Epilobium sp.	Willow-herb Species	0	0	-	-
Cypripedium parviflorum	Small Yellow Lady's-slipper	7	-1	S5	-
Epipactis helleborine	Eastern Helleborine	0	5	SNA	-
Osmunda cinnamomea	Cinnamon Fern	7	-3	S5	-
Oxalis stricta	Upright Yellow Wood Sorrel	0	3	S5	-
Sanguinaria canadensis	Bloodroot	5	4	S5	-
Abies balsamea	Balsam Fir	5	-3	S5	-
Larix laricina	American Larch	7	-3	S5	-
Pinus nigra	Black Pine	0	-5	SNA	-

Scientific Name	Common Name (FOIBIS)	Coefficient of Conservatism	Wetness Index	S-Rank	Wellington
Pinus strobus	Eastern White Pine	4	3	S5	-
Tsuga canadensis	Eastern Hemlock	7	3	S5	-
Plantago lanceolata	English Plantain	0	0	SNA	-
Plantago major	Nipple-seed Plantain	0	-1	SNA	-
Agrostis gigantea	Redtop	0	0	SNA	-
Brachyelytrum erectum	Long-awned Wood Grass	7	5	S4S5	R
Bromus ciliatus	Fringed Brome	6	-3	S5	-
Bromus inermis ssp. *inermis*	Smooth Brome	0	5	SNA	-
Cinna latifolia	Slender Wood Reedgrass	7	-4	S5	U
Danthonia spicata	Poverty Oat-grass	5	5	S5	-
Echinochloa crusgalli	Barnyard Grass	0	-3	SNA	-
Elymus hystrix	Bottle-brush Grass	5	5	S5	-
Elymus repens	Quack Grass	0	3	SNA	-
Elymus virginicus var. *virginicus*	Virginia Wild-rye	5	-2	S5	-
Glyceria grandis	American Manna Grass	5	-5	S4S5	-
Glyceria striata	Fowl Manna Grass	3	-5	S5	-
Leersia oryzoides	Rice Cutgrass	3	-5	S5	-
Phalaris arundinacea	Reed Canary Grass	0	-4	S5	-
Phleum pratense	Timothy	0	3	SNA	-
Phragmites australis ssp. australis	European Common Reed	0	-4	SNA	-
Poa palustris	Fowl Bluegrass	5	-4	S5	-
Poa pratensis ssp. *pratensis*	Kentucky Bluegrass	0	1	SNA	-
Schizachne purpurascens ssp. *purpurascens*	Purple Oat	6	2	S5	-
Polygonum hydropiper	Water-pepper	4	-5	SNA	-
Rumex crispus	Curly Dock	0	-1	SNA	-
Rumex orbiculatus	Water Dock	6	-5	S4S5	-
Lysimachia ciliata	Fringed Loosestrife	4	-3	S5	-
Lysimachia thyrsiflora	Water Loosestrife	7	-5	S5	-
Trientalis borealis ssp. *borealis*	Northern Starflower	6	-1	S5	-
Adiantum pedatum	Northern Maidenhair-fern	7	1	S5	-
Actaea pachypoda	White Baneberry	6	5	S5	-
Anemone acutiloba	Sharp-lobed Hepatica	6	5	S5	-
Anemone canadensis	Canada Anemone	3	-3	S5	-
Anemone virginiana var. *virginiana*	Virginia Anemone	4	5	S5	-
Aquilegia canadensis	Wild Columbine	5	1	S5	-
Caltha palustris	Marsh Marigold	5	-5	S5	-
Clematis virginiana	Virginia Virgin-bower	3	0	S5	-
Ranunculus abortivus	Kidney-leaved Buttercup	2	-2	S5	-
Ranunculus acris	Tall Buttercup	0	-2	SNA	-
Ranunculus hispidus var. *caricetorum*	Swamp Buttercup	5	-5	S5	-
Ranunculus pensylvanicus	Bristly Crowfoot	3	-5	S5	U
Ranunculus recurvatus var. *recurvatus*	Hooked Crowfoot	4	-3	S5	-
Ranunculus sp.	Buttercup Species	0	0	-	-
Thalictrum dioicum	Early Meadowrue	5	2	S5	-
Thalictrum pubescens	Tall Meadowrue	5	-2	S5	-
Frangula alnus	Glossy Buckthorn	0	-1	SNA	-
Rhamnus cathartica	Buckthorn	0	0	SNA	-
Agrimonia gryposepala	Tall Hairy Agrimony	2	2	S5	-
Fragaria virginiana	Wild Stawberry	2	1	S5	-
Geum canadense	White Avens	3	0	S5	-
Geum laciniatum	Rough Avens	4	-3	S4	-
Geum sp.	Avens Species	0	0	-	-
Geum urbanum	Clover-root	0	5	SNA	-

Scientific Name	Common Name (FOIBIS)	Coefficient of Conservatism	Wetness Index	S-Rank	Wellington
Malus sp.	Apple Species	0	0	-	-
Prunus serotina	Wild Black Cherry	3	3	S5	-
Rubus idaeus ssp. *strigosus*	Wild Red Raspberry	0	-2	S5	-
Rubus pubescens	Dwarf Raspberry	4	-4	S5	-
Spiraea alba	Narrow-leaved Meadow-sweet	3	-4	S5	-
Galium aparine	Cleavers	4	3	S5	-
Galium asprellum	Rough Bedstraw	6	-5	S5	-
Galium palustre	Marsh Bedstraw	5	-5	S5	-
Galium sp.	Bedstraw Species	0	0	-	-
Populus balsamifera ssp. *balsamifera*	Balsam Poplar	4	-3	S5	-
Populus deltoides ssp. *deltoides*	Eastern Cottonwood	-	-	S5	-
Populus tremuloides	Quaking Aspen	2	0	S5	-
Salix alba	White Willow	0	-3	SNA	-
Salix bebbiana	Bebb's Willow	4	-4	S5	-
Salix discolor	Pussy Willow	3	-3	S5	-
Salix eriocephala	Heart-leaved Willow	4	-3	S5	-
Salix exigua	Sandbar Willow	3	-5	S5	-
Salix fragilis	Crack Willow	0	-1	SNA	-
Salix petiolaris	Meadow Willow	3	-4	S5	-
Salix purpurea	Basket Willow	0	-3	SNA	-
Salix sp.	Willow Species	0	0	-	-
Acer negundo	Manitoba Maple	0	-2	S5	-
Acer platanoides	Norway Maple	0	5	SNA	-
Acer rubrum	Red Maple	4	0	S5	-
Acer saccharinum	Silver Maple	5	-3	S5	-
Acer saccharum var. *saccharum*	Sugar Maple	4	3	S5	-
Acer x *freemanii*	Freeman's Maple	-	0	S5	-
Mitella nuda	Naked Bishop's-cap	6	-3	S5	-
Tiarella cordifolia	Heart-leaved Foam-flower	6	1	S5	-
Chelone glabra	Turtlehead	7	-5	S5	-
Verbascum thapsus	Common Mullein	0	5	SNA	-
Veronica anagallis-aquatica	Brook-pimpernell	0	-5	SNA	-
Veronica officinalis	Common Speedwell	0	5	SNA	-
Smilax herbacea	Smooth Herbaceous Greenbrier	5	0	S4	-
Solanum dulcamara	Climbing Nightshade	0	0	SNA	-
Thelypteris palustris var. *pubescens*	Marsh Fern	5	-4	S5	-
Tilia americana	American Basswood	4	3	S5	-
Typha angustifolia	Narrow-leaved Cattail	3	-5	S5	-
Typha latifolia	Broad-leaf Cattail	3	-5	S5	-
Ulmus americana	American Elm	3	-2	S5	-
Ulmus pumila	Siberian Elm	0	5	SNA	-
Boehmeria cylindrica	False Nettle	4	-5	S5	-
Laportea canadensis	Wood Nettle	6	-3	S5	-
Pilea pumila	Canada Clearweed	5	-3	S5	-
Urtica dioica ssp. *gracilis*	Slender Stinging Nettle	2	-1	S5	-
Verbena hastata	Blue Vervain	4	-4	S5	-
Viola sororia	Woolly Blue Violet	4	1	S5	-
Viola sp.	Violet Species	0	0	-	-
Parthenocissus vitacea	Thicket Creeper	3	3	S5	-
Vitis riparia	Riverbank Grape	0	-2	S5	-

a - COSEWIC = Committee on the Status of Endangered Wildlife in Canada: END = Endangered, THR = Threatened, SC = Special Concern

b - Species at Risk in Ontario List (as applies to ESA) as designated by COSSARO (Committee on the Status of Species at Risk in Ontario): END = Endangered, THR = Threatened, SC = Special Concern

c - SRANK (from Natural Heritage Information Centre) for breeding status if: S1 (Critically Imperiled), S2 (Imperiled),S3 (Vulnerable), S4 (Apparently Secure), S5 (Secure) SNA (Not applicable…'because the species is not a suitable target for conservation activities'; includes non-native species); last updated approximately 2019

d - Draft Wellington County Vascular Plant List (Cecile 2017). Status only shown if: R = Rare, U = Uncommon

Appendix C



Vegetation Monitoring Plots Photo Log



Photograph 1. Plot 1 (looking west), July 26, 2024



Photograph 2. Plot 1 (looking east), July 26, 2024



Photograph 3. Plot 2 (looking north), July 26, 2024



Photograph 4. Plot 2 (looking west), July 26, 2024



Photograph 5. Plot 3 (looking east), July 26, 2024



Photograph 6. Plot 3 (looking south), July 26, 2024



Photograph 7. Plot 4 (looking east), July 2024



Photograph 8. Plot 4 (looking west), July, 2024



Photograph 9. Plot 5 (looking east), July 26, 2024



Photograph 10. Plot 5 (looking west), July 26, 2024



Photograph 11. Plot 6 (looking south), July 26, 2024



Photograph 12. Plot 6 (looking north), July 26, 2024

Appendix D



Breeding Bird Checklist (2024)

Appendix D

Breeding Bird Checklist (2024)

Common Name	Scientific Name	Status					2024-03-12 Incidentals	2024-03-13Incidentals	2024-04-01 Incidentals	2024-05-16 Incidentals	2024-09-17 Incidentals	June 5, 2024						June 21, 2024					
		National Species at Risk COSEWIC [a]	Species at Risk in Ontario Listing [b]	Provincial breeding season SRANK [c]	Wellington Regional Status [d]	Area-sensitive (OMNR) [e]						PCS #1	PCS #2	PCS #3	PCS #4	PCS #5	Incidentals	PCS #1	PCS #2	PCS #3	PCS #4	PCS #5	Incidentals
Double-crested Cormorant	*Phalacrocorax auritus*			S5							F												
Green Heron	*Butorides virescens*			S4							F												
Canada Goose	*Branta canadensis*			S5				F		1							F						2
Mallard	*Anas platyrhynchos*			S5												1							1
Ring-necked Duck	*Aythya collaris*			S5	S,R			F															
Killdeer	*Charadrius vociferus*			S5			X		X						1		1						1
Spotted Sandpiper	*Actitis macularia*			S5						F			1				F						
American Woodcock	*Scolopax minor*			S4			X																
Ring-billed Gull	*Larus delawarensis*			S5	S,R									F									
Belted Kingfisher	*Ceryle alcyon*			S4	S					F													
Downy Woodpecker	*Picoides pubescens*			S5									1							1			
Northern Flicker	*Colaptes auratus*			S4	S						F					F			1				
Eastern Wood-Pewee	*Contopus virens*	SC	SC	S4	S											1	1						1
Willow Flycatcher	*Empidonax traillii*			S5	S													1					
Great Crested Flycatcher	*Myiarchus crinitus*			S4										2					1	1	1		
Eastern Kingbird	*Tyrannus tyrannus*			S4	S							2					1	F					
N. Rough-winged Swallow	*Stelgidopteryx serripennis*			S4													1						F
Blue Jay	*Cyanocitta cristata*			S5										2		1		1		1			
American Crow	*Corvus brachyrhynchos*			S5									F	F	1					2			2
Black-capped Chickadee	*Poecile atricapillus*			S5							F		1				2		2	1		1	
Carolina Wren	*Thryothorus ludovicianus*			S4							F												
American Robin	*Turdus migratorius*			S5								2	1		2	1	1				2	2	2
Gray Catbird	*Dumetella carolinensis*			S4																1			2
Cedar Waxwing	*Bombycilla cedrorum*			S5											F		F	2					1
European Starling	*Sturnus vulgaris*			SE								F					1						F
Warbling Vireo	*Vireo gilvus*			S5								1						1					1
Red-eyed Vireo	*Vireo olivaceus*			S5													1						1
Yellow Warbler	*Setophaga petechia*			S5								2					2	2					
Pine Warbler	*Setophaga pinus*			S5	S	A											1					1	
American Redstart	*Setophaga ruticilla*			S5	S	A																	2
Northern Waterthrush	*Parkesia noveboracensis*			S5											1							1	
Common Yellowthroat	*Geothlyphis trichas*			S5								1		1		1	1	1	1	2		1	
Northern Cardinal	*Cardinalis cardinalis*			S5							F		2		1	1			1		1		2
Rose-breasted Grosbeak	*Pheucticus ludovicianus*			S4	S																		1
Chipping Sparrow	*Spizella passerina*			S5																			1
Song Sparrow	*Melospiza melodia*			S5								2	2	1	1	1	5	2		2		3	5
Red-winged Blackbird	*Agelaius phoeniceus*			S4								4	2	2	1	2	2	2			2	3	6
Common Grackle	*Quiscalus quiscula*			S5								1									F		1
Brown-headed Cowbird	*Molothrus ater*			S4									1				1				F		
Baltimore Oriole	*Icterus galbula*			S4	S							1						1					
House Finch	*Haemorhous mexicanus*			SNA													1						

Common Name	Scientific Name	Status					2024-03-12 Incidentals	2024-03-13Incidentals	2024-04-01 Incidentals	2024-05-16 Incidentals	2024-09-17 Incidentals	June 5, 2024						June 21, 2024					
		National Species at Risk COSEWIC [a]	Species at Risk in Ontario Listing [b]	Provincial breeding season SRANK [c]	Wellington Regional Status [d]	Area-sensitive (OMNR) [e]						PCS #1	PCS #2	PCS #3	PCS #4	PCS #5	Incidentals	PCS #1	PCS #2	PCS #3	PCS #4	PCS #5	Incidentals
Pine Siskin	*Spinus pinus*			S4				F															
American Goldfinch	*Spinus tristis*			S5								F	F	F	F	F	2	1	1				1

KEY

a - COSEWIC = Committee on the Status of Endangered Wildlife in Canada: END = Endangered, THR = Threatened, SC = Special Concern

b - Species at Risk in Ontario List (as applies to ESA) as designated by COSSARO (Committee on the Status of Species at Risk in Ontario): END = Endangered, THR = Threatened, SC = Special Concern

c - SRANK (from Natural Heritage Information Centre) for breeding status if: S1 (Critically Imperiled), S2 (Imperiled),S3 (Vulnerable), S4 (Apparently Secure), S5 (Secure) SNA (Not applicable…'because the species is not a suitable target for conservation activities'; includes non-native species); last updated approximately 2022

d - Significant Wildlife List for Wellington County from the City of Guelph Natural Heritage Strategy, Volume 2 (Dougan & Associates with Snell and Cecile 2009), last updated by the City of Guelph 2012. Status only shown if: S = Significant, R = Rare
Note that the following designations were excluded from this list:
** = Only habitats that support or have recently supported active nests should be considered significant;
† = Bank Swallow: Significant only when found nesting in colonies equal to or greater than 100. However, recent OBBA data for Wellington County should be reviewed to see if this is appropriate.
† = Cliff Swallow: Significant only when found nesting in colonies equal to or greater than 8. However, recent OBBA data for Wellington County should be reviewed to see if this is appropriate.
‡ = Being small and secretive, these species are often overlooked. When more information is collected, it is possible that they may not merit significant species status in the future.
o= Habitat protection should be considered only when larval habitat is present at or in close proximity to where adults were documented.
Δ = Considered significant at present, but may prove to be too common to be so regarded in the future.

e - Ontario Ministry of Natural Resources (OMNR). 2000. Significant Wildlife Habitat Technical Guide (Appendix G). 151 p plus appendices.

Beacon Breeding Status classifications:
- breeding pair
F- foraging/flyover
x- Species observed not breeding



wsp.com

COUNTY OF WELLINGTON

KIM COURTS
DEPUTY CLERK
T 519.837.2600 x 2930
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E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

December 2, 2025

Wellington County
Member Municipality Clerks

Sent via email:

Amanda Knight, Township of Guelph/Eramosa aknight@get.on.ca
Nina Lecic, Town of Erin nina.lecic@erin.ca
Kerri O'Kane, Township of Centre Wellington kokane@centrewellington.ca
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Karren Wallace, Township of Wellington North kwallace@wellington-north.com
Justine Brotherston, Township of Puslinch jbrotherston@puslinch.ca

Good afternoon,

At its meeting held on November 27, 2025, Wellington County Council approved the following recommendation from the Planning Committee:

> **That the report "Bill 60 – Fighting Delays, Building Faster Act, 2025" be received for information; and**
> **That the report "Bill 60 – Fighting Delays, Building Faster Act, 2025" be circulated to Member Municipalities for information.**

Please find enclosed the Bill 60 – Fighting Delays, Building Faster Act, 2025 report.

Should you have any questions, please contact Jameson Pickard, Senior Policy Planner at jamesonp@wellington.ca.

Respectfully,

[redacted]

Kim Courts
Deputy Clerk

COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Warden and Members of the Planning Committee
From: Jameson Pickard, Senior Policy Planner
Date: Thursday, November 13, 2025
Subject: **Bill 60 – Fighting Delays, Building Faster Act, 2025**

1.0 Purpose

The purpose of this report is to provide an overview of Bill 60 - Fighting Delays, Building Faster Act, 2025 that was recently introduced into the legislature by the Minister of Municipal Affairs and Housing. The government's stated goal with this legislation is to protect Ontario's economy and keep workers on the job by cutting red tape, getting shovels in the ground faster, and supporting the construction of homes, roads, and infrastructure.

This report reviews changes related to the *Planning Act* but also highlights other consultations and legislative changes proposed through the Bill that may impact other County departments and Member Municipalities. Planning Staff have also included some details about other ongoing provincial initiatives for information.

2.0 Background:

On October 23, 2025, the Province introduced Bill 60 into the Legislature. This Bill proposes changes to sixteen different pieces of legislation, including the *Planning Act*, the *Development Charges Act,* the *Municipal Act,* and the *Residential Tenancy Act*. The Bill proposes a suite of changes that fall into three broad themes:

- Building Homes and Communities
- Fighting Delays at the Landlord and Tenant Board
- Keeping People Moving

The Province also released a technical briefing with the legislation, which further describes the intent behind proposed changes and highlights additional initiatives the Government will be pursuing to support the legislation's objectives. The technical briefing is available here.

Further, a series of Environmental Registry of Ontario (ERO) and Regulatory Registry postings have been released seeking feedback on some of the proposed changes. These postings are listed in Appendix A of this report.

This legislation builds on changes made through Bill 17, Protecting Ontario by Building Smarter and Faster Act, 2025, which received royal assent on June 5, 2025, and made several changes to the *Planning Act*, *Development Charges Act,* and *Building Code Act*. Planning Staff previously reported on Bill 17 through Planning Committee report PD2025-19.

3.0 Fighting Delays, Building Faster Act, 2025

Below is a review of the *Planning Act* changes proposed through the Bill and some of the additional planning-related initiatives the Province is pursuing. Where applicable, a reference to previous legislative changes made through Bill 17 is provided. Further, a summary of other proposals that may be of interest to our Member Municipalities is provided for information.

3.1 Planning Act Changes

Schedule 10 of Bill 60 amends the *Planning Act* and proposes the following changes:

Permit certain Minor Variances as-of-right	• Changes to the *Planning Act* would establish a broader legislative framework to permit as-of-right variances from prescribed municipal minimum and maximum zoning standards on urban residential land by a prescribed percentage. • Changes build on Bill 17 changes, which established a framework to permit as-of-right reductions to municipal minimum setback distances by a prescribed percentage. • No prescribed percentages or standards have been established at this time.
Upper-Tier Municipality Community Improvement Plans (CIPs)	• Changes to the *Planning Act* would remove limitations on Upper-Tier municipalities from having a Community Improvement Plan. • Currently, only prescribed Upper-Tier municipalities can have CIPs. • Currently, the County can operate as a partner in projects approved to receive local CIP support.
Provincial Policy Test for Minister Decisions	• Changes to the *Planning Act* would not require decisions by the Minister of Municipal Affairs and Housing to be consistent with the Provincial Planning Statement or conform to Provincial Plans. • Previously, through Bill 17 briefing materials, the Government indicated their interest in making provincial policy tests inapplicable to all Ministers' decisions under the Planning Act.
Minister's Zoning Order (MZO)	• Changes to the *Planning Act* would no longer treat Ministerial Zoning Orders (MZOs) as regulations under the Legislation Act. • MZOs would still have the same legislative effect and would still be required to be posted on the Government website (not E-laws). • MZOs will still be considered in accordance with the Provincial MZO framework. • This builds on changes made through Bill 17 that permitted the Minister to impose conditions of approval on a MZO.
Protected Major Transit Station Areas (PMTSAs)	• Changes to the *Planning Act* would allow official plan amendments that authorize residential uses on all lands within a PMTSA to be exempt from ministerial approval. There are no PMTSA's in Wellington County.

3.2 Additional Planning-related Initiatives

As noted above, the Province released a Technical Briefing and a series of ERO postings which detailed additional consultations the Province would be pursuing to support the objectives of Bill 60 including:

Consultation on Simplifying and Standardizing Official Plans	• The Government is consulting on a proposed standard format for official plans, including a mandated structure of both chapter titles and order, as well as for standardized land use designations and permissions. • ERO Posting 025-1099
Consultation on Minimum Lot Sizes	• The Government is consulting on the linkages between setting minimum lot size requirements on serviced urban residential lands and increased housing options, improved affordability, and expanded access to homeownership across Ontario. • ERO Posting 025-1100
Consultations on Enhanced Development Standards	• The Government is consulting on future changes regarding the municipal use of enhanced development standards at the lot level. The goal is to streamline, standardize, and prohibit the mandatory use of enhanced development standards (e.g. Green Development Standards) that do not relate to maintaining health and safety. • ERO Posting 025-1101
Streamlining the Development of Communal Water and Sewage Systems	• The Government is consulting on approaches to streamline the municipal consent and provincial approval process for communal water and wastewater systems in rural communities. • A similar proposal was included in briefing material for Bill 17. • No legislative changes or consultations are proposed at this time.
Streamlining Municipal Application Processes	• The Government has indicated that they will consult with key partners to explore the use of technologies, such as AI, that will support a more streamlined municipal land use planning and building code processes. • A similar proposal was included in briefing material for Bill 17, however no legislative changes or consultations are proposed at this time.

Should these matters move forward, Planning Staff will report back to the Planning Committee with additional details.

3.3 Development Charges Act Changes

Schedule 3 of Bill 60 amends the *Development Charges Act* and builds on previous changes that were made in Bill 17. The proposed changes would:

- ensure land costs do not inappropriately inflate DCs,
- reduce disputes between municipalities and builders over who should pay for infrastructure needed for new housing, and
- improve transparency and accessibility of DC reporting.

The Province has released two regulatory registry postings (25-MMAH030 , 25-MMAH018) for consultation which review the proposed change in detail and request feedback. Treasury Staff have advised that they are aware of the changes and will incorporate any implications into the 2026 Budget and 10-Year plan.

3.4 Ontario Water Resources Act

Schedule 8 of Bill 60 proposes changes to the *Ontario Water Resources Act* that would allow more small-sized septic systems for on-farm housing for agricultural workers to be regulated through the building code. Updates to the Building Code and the *Environmental Protection Ac*t to facilitate these changes are detailed in the following ERO postings (025-0872, 025-0899, 025-0900).

3.5 Water and Wastewater Public Corporations Act, 2025

Schedule 16 of Bill 60 enacts a new statute called the *Water and Wastewater Public Corporations Act, 2025*. This Act allows the Minister to designate a corporation as a water and wastewater public corporation, which would provide water and sewage services on behalf of lower-tier municipalities. The Act would allow such a corporation to assume ownership and operation of water and sewer utilities and to impose rates and fees on users.

3.6 Residential Tenancies Act

Schedule 12 of Bill 60 proposes changes to the *Residential Tenancies Act.* The stated objectives of the proposed changes are to streamline processes at the Landlord and Tenant Board, provide clarity and consistency, and reduce the likelihood of significant financial losses for both landlords and tenants. The Government indicates that these changes will also support increases in rental housing supply by encouraging landlords to rent out existing units. The County's Housing Services Division advised that they are aware of these changes and are monitoring the Bill as it moves through the legislative process. The following ERO postings provide more details about the proposed changes (25-MMAH019, 25-MMAH024, 25-MMAH025).

3.7 Building Code Review

The technical briefing for Bill 60 states that the province intends to complete a section-by-section review of the Building Code. The stated objective of this review is to remove outdated or unnecessary requirements that could add costs or complicate development, while maintaining health and safety.

3.8 Enabling Greater Beneficial Reuse of Excess Soil

The Government has updated the Excess Soil Regulation and Rules for Soil Management and Excess Soil to increase soil management flexibility, provide clarity to reduce costs, and enable greater beneficial reuse of excess soil, especially in relation to infrastructure. Details regarding this decision are provided in the updated ERO posting (019-9196).

4.0 Other Provincial Initiatives

In addition to Bill 60, there are other ongoing Provincial initiatives that are progressing simultaneously. The following sections provide a summary on these initiatives:

4.1 Bill 56 - Building a More Competitive Economy Act, 2025

On October 20, 2025, the Government introduced Bill 56 – Building a More Competitive Economy Act, 2025. This omnibus Bill aims to streamline the approval process for major projects in Ontario by proposing changes to 31 different pieces of legislation. The Government fast-tracked the debate of this Bill and gave it third reading on October 30, 2025, and it is now awaiting royal assent. Key proposals in this legislation include changes to the *Clean Water Act*.

The Government has stated that the proposed legislative and regulatory changes to the *Clean Water Act* would accelerate and modernize how we protect sources of drinking water by reducing unnecessary delays. A technical briefing supporting this legislation was released, as well as two ERO postings seeking feedback on proposed changes (025-1060 , 025-1104). An initial review of the postings by the County Risk Management Official indicates that the changes are generally positive for our Member Municipalities. Source Water Protection staff will provide comments through the ERO.

4.2 Bill 21 - Protect Our Food Act, 2025

On May 13, 2025, a private member's Bill called Bill 21—Protect Our Food Act, 2025, was introduced into the legislature. The proposed legislation would establish a Food Belt Protection Plan Advisory Committee tasked with providing recommendations for a Food Belt Protection Plan. This plan would ensure the preservation of a geographically continuous land base. Changes to the *Planning Act* are also proposed that would prohibit local municipalities from passing zoning by-law amendments on agriculturally zoned land unless an agricultural impact assessment has been carried out. The legislation is currently in its first reading.

The Township of Centre Wellington recently passed a resolution supporting the intent of this legislation, and it is included in Appendix B of this report.

4.3 Bill 30 – Working for Workers Seven Act, 2025

On May 28, 2025, the Government introduced Bill 30 –Working for Workers Act, 20205. The Bill proposes changes to 7 different pieces of legislation including the *Planning Ac*t. The changes to the *Planning Act* would establish an exemption from the Act, for development and redevelopment proposals that receive funding through a funding agreement with the Ministry of Labour, Immigration, Training and Skills Development. The Bill is in its second reading and ordered for third reading on October 29, 2025.

5.0 Conclusion

The County appreciates the fact that the Province is attempting to create an environment that delivers housing and infrastructure in a more efficient manner. However, the continuous and frequent changes impacting land use planning and development in Ontario are contributing to delays as municipalities continue to adjust to a new and evolving legislative system.

6.0 Next Steps

At the time of writing this report, Bill 60 was ordered for second reading in the Legislature. Staff will continue to monitor the proposed legislation and associated proposals that impact upon the County and our Member Municipalities, particularly those that will impact on the ongoing official plan review and impact local autonomy in infrastructure delivery and land use planning.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

Making the best decisions for the betterment of the Community.

Recommendation:

That the report “Bill 60 – Fighting Delays, Building Faster Act, 2025” be received for information.

That the report “Bill 60 – Fighting Delays, Building Faster Act, 2025” be circulated to Member Municipalities for information.

Respectfully submitted,



Jameson Pickard RPP, MCIP
Senior Policy Planner

In consultation with/approved by:
Aldo Salis, Director of Planning and Development
Scott Wilson, Chief Administrative Officer

Appendix A Provincial Postings for Comment
Appendix B Township of Centre Wellington Resolution (Bill 21 -Protect Our Food Act, 2025)

APPENDIX A Provincial Postings for Comment

Below are direct links to the related Environmental Registry and Regulatory Registry postings resulting from Bill 60 Fighting Delays, Building Faster Act, 2025.

Environmental Registry of Ontario Postings (ERO)

Proposal	ERO Number	Notice Type	Comment Deadline
• Proposed Changes to the Planning Act (Schedule 10 of Bill 60 - the Fighting Delays, Building Faster Act, 2025)	025-1097	Act	November 22, 2025
• Consultation on simplifying and standardizing official plans	025-1099	Policy	December 22, 2025
• Consultation on Minimum Lot Sizes	025-1100	Policy	November 22, 2025
• Consultation on Enhanced Development Standards – Lot Level (outside of buildings)	025-1101	Policy	November 22, 2025
• Policy proposal to regulate additional sewage systems under the Building Code to support construction of on-farm worker housing	025-0899	Policy	December 7, 2025
• Streamlining environmental permissions for sewage works servicing on-farm worker housing	025-0872	Regulation	December 7, 2025
• Proposal to amend the Ontario Water Resources Act to enable the regulation of additional sewage systems under the Building Code to support construction of on-farm worker housing	025-0900	Act	November 22, 2025
• Bill 60 - Fighting Delays, Building Faster Act, 2025 – Supporting the Harmonization of Municipal Road Construction Standards	025-1140	Act	November 22, 2025
• Bill 60 - Fighting Delays, Building Faster Act, 2025 – Amendments to the Building Transit Faster Act, 2020	025-1035	Act	November 22, 2025
• Bill 60 - Fighting Delays, Building Faster Act, 2025 – Modern Transportation – Prohibiting Vehicle Lane Reduction for New Bicycle Lane	025-1071	Act	November 22, 2025
• Proposed amendments to the Municipal Act, 2001 to transfer jurisdiction over water and wastewater to the lower-tier municipalities in Peel Region and a standalone statute to authorize the establishment of water and wastewater public corporations	025-1098	Act	November 22, 2025
• Proposed Changes to the GO Transit Station Funding Act, Toronto Waterfront Revitalization Corporation Act and Transit-Oriented Communities Act (Schedule 4, 13 and 15 of Bill 60 - Fighting Delays, Building Faster Act, 2025)	025-1182	Act	November 22, 2025

Ontario Regulatory Registry Postings (ORR)

Proposal	ORR Proposal Number	Instrument Type	Comment Deadline
• Changes to the Development Charges Act, 1997 to Enhance Standardization and Streamlining of the Development Charge (DC) Framework	25-MMAH018	Act	November 22, 2025
• Implementing Reforms to the Development Charges Framework	25-MMAH030	Act	November 23, 2025
• Seeking Feedback on Proposed Amendments to the Rules Related to Tenants Raising New Issues at a Landlord and Tenant Board (LTB) Rent Arrears Hearing	25-MMAH019	Act	November 22, 2025
• Seeking Feedback on Proposed Amendments to Shorten the Rent Arrears Eviction Notice Period	25-MMAH024	Act	November 22, 2025
• Seeking Feedback on Proposed Amendments to the Compensation Requirements for Landlord's Own Use Evictions (Act)	25-MMAH025	Act	November 22, 2025
• Bill 60 - Fighting Delays, Building Faster Act, 2025 - Modern Transportation - Prohibiting Vehicle Lane Reduction for New Bicycle Lanes	25-MTO019	Act	November 22, 2025
• Proposal for amending regulations of the Building Code related to Rapid Transit Stations	25-MMAH015	Act	November 20, 2025

Appendix B Township of Centre Wellington Resolution (Bill 21 - Protect Our Food Act, 2025)

Centre Wellington

Reply to: Kerri O'Kane
519-846-9691 x 243
kokane@centrewellington.ca

October 28, 2025

Attn: Nicole Cardow, Deputy Clerk
County of Wellington

Delivered by email: nicoleca@wellington.ca

Dear: Ms. Cardow,

RE: Bill 21 Protect our Food Act

Please be advised that the Council of the Township of Centre Wellington, at their meeting held October 14, 2025, passed the following resolution with respect to the above noted matter:

WHEREAS, Ontario farmers produce a wide variety of nutritious and safe food for both domestic and export markets;

WHEREAS, Ontario, and Centre Wellington in particular, is home to some of the highest quality agricultural lands and optimal agri-climatic conditions and Ontario is currently losing approximately 319 acres (130 hectares) of farmland every day;

WHEREAS, we need to acknowledge that food security and food sovereignty are both critical from a national security perspective and noting Food Security is the ability of individuals to receive adequate nourishment while Food Sovereignty refers to the ability of a country to supply its own food needs;

WHEREAS, MPP's Bobbi Ann Brady and Mike Schreiner have jointly presented a Private Member Bill at the Ontario Legislature to protect Ontario farmlands through the establishment of an 'Ontario Food Belt.

WHEREAS, the Bill would make farmlands within a designated Food belt permanently protected from development;

WHEREAS, the Bill is supported by the Ontario Farmland Trust, the Ontario Federation of Agriculture, the Christian Farmers and the National Farmers Union;

THEREFORE, BE IT RESOLVED THAT:

Township of Centre Wellington 1 MacDonald Square, Elora ON N0B1S0 | 519.846.9691 Fax 519.846.2074
centrewellington.ca

(a) *THAT the Township of Centre Wellington gives it's support to the Bill's intent for the Province of Ontario, to create an agricultural working group to more fully outline the contours of an Ontario Food Belt;*

(b) *That the Township of Centre Wellington request, through our representative at the Rural Ontario Municipalities Association (ROMA), that ROMA support this Bill; and,*

(c) *That this decision be circulated to all other lower tier municipalities in Wellington County as well as to the County of Wellington.*

Should you have any questions or require anything further, please do not hesitate to contact me.

Sincerely,

K O'Kane

Kerri O'Kane
Manager of Legislative Services and Municipal Clerk

Cc Mike Schreiner, MPP Green Party of Ontario
Bobbi Ann Brady, MPP for Haldimand-Norfolk
Area Municipalities in Wellington County

COUNTY OF WELLINGTON

KIM COURTS
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74 WOOLWICH STREET
GUELPH, ONTARIO
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December 2, 2025

Wellington County
Member Municipality Clerks

Sent via email:

Amanda Knight, Township of Guelph/Eramosa aknight@get.on.ca
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Karren Wallace, Township of Wellington North kwallace@wellington-north.com
Justine Brotherston, Township of Puslinch jbrotherston@puslinch.ca

Good afternoon,

At its meeting held on November 27, 2025, Wellington County Council approved the following recommendation from the Planning Committee:

> **That County Council authorizes the repeal of By-law 5677-20 and the passing of a new by-law adopting the 2020 Emergency Response Plan, revisions for 2025, for the County of Wellington and member municipalities.**

Please find enclosed the Emergency Response Plan Updates report, plan and by-law.

Should you have any questions, please contact Linda Dickson, Emergency Manager/CEMC at lindad@wellington.ca.

Respectfully,

[redacted]

Kim Courts
Deputy Clerk

COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Hurania Melgar, Emergency Manager/CEMC
Date: Thursday, November 13, 2025
Subject: **Emergency Response Plan Updates**

Background

A Municipal Emergency Response Plan (Plan) is a requirement under the Emergency Management and Civil Protection Act, R.S.O., 1990 (EMCPA). The current Plan was approved by the County and Member Municipalities in the fall of 2020, when the eight Municipal Emergency Response Plans were combined to one joint Plan.

As directed in the Plan, under section 20- Plan Administration, Maintenance and Review 20.2- the Plan is required to be reviewed annually at a minimum by the CEMC and every 5-10 years for a major review in conjunction with the Emergency Management Programme Committee (EMPC). It has been 5 years since the last update and there are necessary changes that have come out of the COVID-19 After Action Report, updates for clarity for Source Water Protection, feedback from the Emergency Management Programme Committees (EMPCs), and other changes necessary for clarity.

Proposed Plan Changes

The following is a summary of the changes being proposed to the Municipal Emergency Response Plan. These changes come from the COVID-19 After Action Report, meetings of the Emergency Management Programme Committees (EMPCs) in February and March of 2025, and a broad review of the Plan by staff to ensure accuracy, relevancy and clarity.

Changes Requested by EMPCs and the Review by County Emergency Management

- Add a revisions table on page 5, this addition will mean all number formatting will be updated, as will references to specific sections throughout the plan
- Update legal authority under the Ministry of Emergency Preparedness and Response/Minister of Emergency Preparedness and Response (New Ministry, previously listed as Ministry of the Solicitor General)
- Replace ‘Control Group’ language with Municipal Emergency Control Group (MECG) as is best practice throughout the Plan
- Grammer and spelling have been updated throughout
- 9.3.5 section- Write out the full name of the MECP
    - Include abbreviation for Wellington Dufferin Guelph Public Health after the first mention of it
    - 9.5.9 Source Water Protection Plans
    - Updated paragraph 3 and 4 to more accurately reflect details of the vulnerable areas shown on the mapping in Appendix B
- 10.7
    - Clarified portion on Joint MECG

- 12.2.1 Emergency Information Staff
    - Titles updated per Member Municipality, where necessary
    - Updated title of Website/Communications Officer to Communications Officer throughout section
- 12.2.1.1-12.4
    - Responsibilities of EIO clarified and updated
    - Titles updated
    - OPP use of Municipal 511 added
- 13.4
    - Update to last paragraph in this section, as discussed and approved by the Wellington County Fire Chiefs Association in 2024 - The Fire Departments will use caution tape to denote buildings that have been evacuated and checked
- 13.5
    - Clarify 211 statement at the end of section, unclear
- 13.8
    - Township of Wellington North update: Mount Forest Sports Complex is accessible and has a secondary power source
    - LET team portion removed, no longer active
- 13.8.1 (vi)
    - Update language for clarity: Multicultural- Social services will arrange for support staff (removed translators as inaccurate) to assist
- 15
    - Clarified Provincial Ministry role in animal welfare
- Appendix A
    - Removed OFMEM, updated to Ministry of Emergency Preparedness and Response
- Appendix B
    - Updated Source Water Protection maps to most up to date maps

COVID-19 AAR Changes

- Section 9.2- Updated language to ensure all emergency services (OPP, GWPS, Fire) and other support agencies are considered for participation in the Joint MECG/EOC.

Conclusion

To revise the Emergency Response Plan, the recommended changes noted above must be authorized through a Council approved by-law.

Recommendation

That County Council authorizes the repeal of By-law 5677-20 and the passing of a new by-law adopting the 2020 Emergency Response Plan, Revisions for 2025, for the County of Wellington and Member Municipalities.

Respectfully submitted,

[redacted]

Hurania Melgar, MDEM
Emergency Manager/CEMC

In consultation with/approved by:
Aldo Salis, Director of Planning and Development
Scott Wilson, Chief Administrative Officer

THE CORPORATION OF THE COUNTY OF WELLINGTON

BY-LAW NUMBER 5959-25

A by-law to amend the Emergency Response Plan
for the County of Wellington and Member Municipalities.

WHEREAS, the Province of Ontario has passed the Emergency Management and Civil Protection Act, R.S.O., 1990, as amended; and

WHEREAS, every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the Council of the Municipality shall by by-law adopt the emergency plan; and

WHEREAS, the Council of a County may with the consent of the councils of the municipalities situated within the county co-ordinate and assist in the formulation of their emergency plans.

NOW THEREFORE, the Council of the Corporation of the County of Wellington enacts as follows:

1. **THAT** the Emergency Response Plan for the County of Wellington attached hereto as Schedule "A" is hereby adopted.

2. **THAT** this by-law shall come into full force and effect on the day of passing.

3. **THAT** by-law 5677-20 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND PASSED NOVEMBER 27, 2025.

[redacted]

CHRIS WHITE, WARDEN

[redacted]

JENNIFER ADAMS, COUNTY CLERK

EMERGENCY RESPONSE PLAN

FOR
WELLINGTON COUNTY
AND
THE MEMBER MUNICIPALITIES

September 2020

Revised: Oct 2025

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1 REVISIONS TO THE EMERGENCY RESPONSE PLAN

Version	Date	Details	By
2020	Sep 2020	Added Sections 10,14,16,17	LD
2020.01	Dec 2021	Added Appendix C	CAS
2020.02	Jun 2022	Replaced Social Media Specialist with Communications Officer	CAS
2020.03	Oct 2025	5-year annual review revisions include: 9.2, 9.3.5, 9.5.9, 10.7, 12.2.1, 12.2.1-12.4, 13.4, 13.5, 13.8, 13.8.1(vi), 15- for details see ERP Updates Report to Councils from October-November 2025 Update formatting, layout & Table of Contents	HM AV

2 BY-LAW NUMBERS AND AMENDMENTS TO THE EMERGENCY RESPONSE PLAN

DATE	BY-LAW #	PURPOSE	INITIALED
Sep 14/20	075-20	Adopting By law-Wellington North	CS
Sep 8/20	2020-58	Adopting By law-Mapleton	CS
Sep 28/20	2020-38	Adopting By law-Centre Wellington	CS
Sep 15/20	20-31	Adopting By law-Erin	CS
Sep 21/20	49-2020	Adopting By law-Guelph/Eramosa	CS
Oct 6/20	2020-67	Adopting By law-Minto	CS
Sep 16/20	046-2020	Adopting By law-Puslinch	CS
Sep 24/20	5677-20	Adopting By law-County of Wellington	CS
Oct 27/25	PENDING	Adopting by law- Centre Wellington 2020.03	
Oct 28/25	PENDING	Adopting by law- Minto 2020.03	
Oct 28/25	PENDING	Adopting by law- Mapleton 2020.03	
Oct 29/25	PENDING	Adopting by law- Puslinch 2020.03	
Nov 3/25	PENDING	Adopting by law- Guelph/Eramosa 2020.03	
Nov 3/25	PENDING	Adopting by law- Wellington North 2020.03	
Nov 13/25	PENDING	Adopting by law- Erin 2020.03	
Nov 27/25	PENDING	Adopting by law- County of Wellington 2020.03	

3 INTRODUCTION

Emergency management in Ontario is a risk-based management approach and includes the following five components:

- **PREVENTION**
  Actions taken to stop an emergency or disaster from occurring. Such actions may include legislative controls, zoning restrictions, improved operating standards/procedures and critical infrastructure management.
- **MITIGATION**
  Actions taken to reduce the adverse impacts of an emergency or disaster. Such actions may include diversion or containment measures to lessen the impacts of a flood or a spill.
- **PREPAREDNESS**
  Actions taken prior to an emergency or disaster to ensure an effective response. These actions include the formulation of emergency response plans, service continuity plans and programmes, training and exercises, and public awareness and education.
- **RESPONSE**
  The provision of emergency services and public assistance or intervention during or immediately after an incident in order to protect people, property, the environment, the economy and/or critical infrastructure.
- **RECOVERY**
  The process of restoring a municipality including its residents, economy, environment, critical infrastructure to a new normal and considering opportunities to build back better. This may include the provision of financial assistance, re-building or repairing buildings and critical infrastructure, and/or restoration of the environment.

In Ontario, Municipalities are required to develop risk-based emergency management programmes consisting of prescribed elements that may include the five components of prevention, mitigation, preparedness, response, and recovery activities. In Ontario, these programmes generally include:

- Development of Emergency Response Plans and may include development of Risk-based Emergency Response Plans and Service Continuity Plans;
- Training for members of Municipal Emergency Control Groups (MECG and herein after referred to as MECG), support staff, and partner agencies and organizations;
- Public awareness and education on municipal risks to public safety and on personal preparedness for emergencies.
- Conduct exercises to test all or portions of the Emergency Response Plan and/or specific procedures of the municipalities and/or its partner response agencies developed to enhance the policies of this plan.

Municipal emergencies or disasters are distinct from routine operations carried out by emergency response agencies such as police, fire and ambulance or municipal departments such as Public Works/Infrastructure Services. The duration, scale, impacts and jurisdictions involved along with the increase in resources and personnel required to respond, can result in a complex emergency requiring a coordinated effort on the part of a number of agencies both public and private.

4 HAZARD IDENTIFICATION AND RISK ASSESSMENTS (HIRA)

The purpose of completing a HIRA is to assess potential risks/hazards that could result in a community wide emergency/disaster. The HIRA helps to identify priorities for prevention, mitigation, preparedness, response and recovery from risk/hazards. This process can provide information to guide Municipal Councils, their Land Use Planners, residents, and Emergency Management professionals to take action to reduce future losses. (Methodology Guidelines 2019, OFMEM)

Wellington County and its Member Municipalities use the 2019 & 2025 Provincial Hazard Report and support Methodology Guidelines, as amended over time by the Province, as tools for the identification of Hazards and assessing their risks.

In order to be included as a hazard, as set out in the Provincial Emergency Management Hazard Report (2019), it must meet the following definition:

"A phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage", and

It must also have the potential to meet one or more of the following criteria:

- Could affect the community's capacity to respond;
- Could be significant damage or interruption to normal services/operations such that affected communities must use extraordinary or emergency resources;
- A declaration of emergency or activation of the MECG is possible.

Risk is assessed based on exposure, vulnerability, and capacity wherein;

- Exposure includes an estimate of the population affected by the hazard;
- Vulnerability considers the conditions which may increase the susceptibility of the population or portions of the population to hazards; and
- Capacity considering the opportunities for the Municipality and its residents, and assets to prevent, mitigate, prepare, respond to and recover from the effects of the hazard.

The following lists the hazards the County and Member Municipalities have identified and assessed as part of their emergency management programmes. This list is not inclusive and is not in any particular order of priority.

- Tornados
- Floods (Drayton and Harriston have the greatest risks)
- Blizzards and ice storms
- Human Health emergencies including a pandemic
- Energy emergencies such as electricity, natural gas, oil and fuel
- Cyber threats
- Water emergencies – Water emergencies include risks to public and private drinking water supplies from spills and other contaminants entering vulnerable areas of municipal drinking water supplies including Well Head Protection Areas (WHPAs), Surface Water Intake Protection Zones (IPZs) and Issues Contributing Areas (ICAs), and water quantity threats
- Dam failures
- Hazardous materials released at a fixed site or during transportation
- Explosions and fires

- Foreign animal disease outbreak
- Terrorism and sabotage
- Building or structural collapse of a public building

As part of their emergency management programmes, Municipalities may develop Hazard Specific Response Plans to provide additional response capabilities/capacities and responsibilities to handle the hazard/risk. These plans may include additional information relating to prevention, mitigation, preparedness, response, recovery and specific information for required emergency management programme elements such as training, exercises and public education.

5 AIM

The aim of the Emergency Response Plan (herein after referred to as "The/A Plan") is to make provisions for the actions a Municipality may take to deploy resources, equipment and services, and identify responsibilities to guide a Municipality and its response partners through a coordinated municipal emergency response, declared or not, in order to:

- protect the health, safety and welfare of residents, businesses and visitors,
- safeguard critical infrastructure,
- protect the environment,
- ensure future economic vitality, future resiliency and reduce vulnerabilities.

6 LEGISLATIVE AUTHORITY

Section 3 of the Emergency Management and Civil Protection Act (herein after referred to as "the Act") requires every municipality to have a Plan. The Act is also the primary enabling legislation for the formulation of the Plan. Section 3 of the Act states that, **"every municipality shall formulate an emergency response plan governing the provisions of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan".**

The Act and the passage of Municipal By-laws will provide the legal authority for the Plan. A copy of this plan is also filed with the Ministry of Emergency Preparedness and Response.

7 ACTION PRIOR TO DECLARATION

When an emergency has occurred, but an emergency has not been declared, Council and/or the employees of the County or a Member Municipality may take such action necessary to respond to protect the lives and property of the residents of the Municipality. Such actions must not be contrary to law and should be within the Service, Department or Agency's mandate as set out in the Plan.

8 DECLARATION OF EMERGENCY

The Act provides the Head of Council of a municipality the authority to declare a Municipal Emergency. Section 4 of the Act states that the "head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area". Municipalities will appoint at least one member of Council to fulfill this responsibility and other responsibilities set out in this Plan, in the absence of the Head of Council.

A signed emergency declaration by the Head of Council shall be sent to the following:

- The Minister of Emergency Preparedness and Response through the Provincial Emergency Operation Centre (PEOC)
- The County Warden (if a local emergency)
- County Ward Councilors for the impacted municipality
- Heads of Council of Member Municipalities
- Neighbouring municipalities
- The local Member of Parliament (MP)
- The local Member of Provincial Parliament (MPP)
- The public, through the media, with the assistance of the Emergency Information Officer (EIO)

8.1 Orders

Section 4 permits the Warden of the County or the Mayor of a Member Municipality to issue orders upon making an emergency declaration to expedite the emergency response in order to:

i) implement the Plan;
ii) protect property; and
iii) protect the health, safety and welfare of residents.

In the case of an order being issued by the Warden of the County of Wellington, the Warden will consult with the Mayors of the Member Municipalities (Joint MECG/Emergency Operations Centre (EOC)) prior to issuing any orders.

All orders issued will be circulated to those individuals/agencies that received a copy of the emergency declaration listed above.

8.2 Municipal Emergency Declarations

Whenever an emergency occurs or threatens to occur, the initial and primary responsibility for managing the response is with the affected Member Municipality. The Member Municipalities will exercise and implement the Plan with respect to all municipal emergencies/disasters.

The Head of Council or designated alternate(s) has the authority to declare that an emergency exists within the whole or any part of the municipality. This decision may be made in consultation with other members of the MECG.

8.3 County Emergency Declarations

- Initially, the County may respond to the emergency of a Member Municipality with support in the form of personnel and equipment. The Community Emergency Management Coordinator (CEMC) will act as liaison between the Member Municipality and the County.
- The Warden or CAO may activate the County's Emergency Notification System and the Emergency Operation Centre to coordinate emergency support to the Member Municipalities for localized emergencies, such as a tornado or flood, affecting at least three or more Member Municipalities. Joint communication and response may be established through the Joint MECG/EOC policies set out in Section 9.2.
- Certain emergencies such as a Human Health Emergency/Pandemic, Foreign Animal Disease or large weather events may affect most, if not all the County. The County will respond to the emergency to ensure the continuation of County services, functions, and operations through its Service Continuity Plans. A Joint MECG/EOC will be established to provide primary municipal strategic decision making with respect to the emergency. This group may assemble in a County or Member Municipal EOC or establish a joint virtual EOC. Either the County or member MECGs may request consideration for the establishment of a Joint MECG/EOC as set out in Section 9.2. at any time.
- Where the Warden, in consultation with the County MECG, determines that the emergency, located within the boundaries of one or more member municipalities, is placing an extraordinary demand (personnel, materials and/or financial) upon the resources of the County, a County Emergency Declaration will be made.

8.4 Termination of Emergencies

At any time, the Head of Council or Council may declare that an emergency has terminated. Once an emergency has been terminated, a copy of the signed emergency termination declaration shall be sent to the individuals and agencies listed in the beginning of Section 8.

9 MUNICIPAL EMERGENCY CONTROL GROUPS (MECG)

Regulation 380/04 of the Act requires each municipality to establish a MECG. The County and Member Municipalities have identified Municipal representatives to participate in their MECGs. The roles and responsibilities of the individual MECG members are set out in Section 9.3.

9.1 Municipal Emergency Notification Procedures

Upon receipt of a warning that a real or potential emergency is imminent or occurring, any member of the MECG can request that the MECG be notified and placed on standby for further information or request that the EOC be activated. In some emergencies, assembling the MECG and activating the EOC may not be necessary, but it may be important to make members aware of a potential emergency, to update them on a situation, or gain their advice and expertise.

To notify the MECG and/or activate the EOC, MECG members should contact the following positions or agencies with appropriate information to initiate the activation.

- Wellington County – CEMC to activate notification through Emergency Management Software
- Centre Wellington – Infrastructure Call Centre
- Erin – Fire Chief (alternate CEMC) or alternate
- Guelph/Eramosa – Chief Administrative Officer (CAO) or alternate
- Mapleton – CAO or alternate
- Minto – CAO or alternate
- Puslinch – CAO or alternate
- Wellington North – CAO or alternate

Each municipality has its own notification procedures. Municipalities will test these procedures on a regular basis, and it is recommended that they be tested/used annually.

9.2 Joint Municipal Emergency Control Group (MECG)/Emergency Operations Centre (EOC) or Command Advisory (IMS) Team

There are times when the County and Member Municipalities may be jointly impacted by the emergency and ensuring sharing of information, personnel and resources may be important to a coordinated response. If such circumstances occur, a Joint MECG/EOC/Command Advisory Team (for an IMS response) may be formed/assembled. This decision shall be made in consultation with the Heads of Council, CAOs, Emergency Manager/CEMC and/or alternates of the affected municipalities. Once a decision is made to establish a Joint MECG/EOC/Command Advisory Team, the Heads of Council, CAOs and the Emergency Manager/CEMC may comprise the team members and/or determine the appropriate team composition to respond to the emergency including a review of emergency services and other support agencies' role in the emergency.

9.3 Responsibilities of MECG Members

The following subsections list the members of the MECG and their responsibilities during an emergency. The members of the MECG may, from time to time, delegate a member of their staff to represent them during an emergency response.

9.3.1 Head of Council (Warden and/or Mayor)

i) Provide Leadership in the EOC operations.
ii) Declare an emergency as provided by the Emergency Management and Civil Protection Act.
iii) May terminate an emergency.
iv) Ensure that Council is kept informed of the Municipality's response to the emergency declared or not declared. The Warden, Mayor or alternate is the Council's representative for the emergency response in the EOC. They will liaise with other Council members regularly to keep them informed of the situation and provide information for residents.
v) Liaise with other municipal Wardens/Mayors regarding the emergency as required.
vi) Establish a communication link with the Municipality's Emergency Information Officer.
vii) Act as the Community Spokesperson.
viii) Coordinate all media inquiries regarding the emergency operation with the Emergency Information Officer.
ix) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.3.2 Senior Administrative Municipal Official

i) May fulfill the role of Emergency Operations Centre (EOC) Director under IMS.
ii) Responsible for activating the EOC.
iii) Ensure continuity of Municipal services, functions and operations of the municipality and if affected, determine efforts needed to restore services in consultation with Department Heads, Senior Management Team, etc.
iv) Arrange for additional EOC support staff as required.
v) Advise Head of Council/alternate and MECG on administrative matters, Council policies and procedures.
vi) Working with the CEMC, ensure that required individuals and agencies are notified of the declaration and termination of an emergency.
vii) Authorize implementation of Mutual Assistance Agreements in consultation with MECG.
viii) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.3.3 Fire Chiefs

i) Establish a fire incident command post with communication link to the EOC.
ii) If an emergency is fire related, appoint an Incident Commander and advise the EOC.
iii) Establish communication link with senior fire officials at the emergency site.
iv) Determine if additional fire resources are required to aid emergency site effort including the need for additional fire personnel and equipment.
v) Ensure Mutual Aid Fire Agreement/Plan is activated if requested.
vi) Assist Guelph-Wellington Paramedic Service with casualties as necessary if resources are available.
vii) Liaise with the Ministry of the Environment, Conservation and Parks (MECP) and the Spills Action Centre when spills occur. Should a spill/contaminant occur within an identified vulnerable drinking water supply area as shown in Appendix B, Schedules

B1 through B7 of this plan, ensure that the municipal staff responsible for drinking water supply and Risk Management Official are notified.

viii) Liaise with the Fire Marshall's Office and other related fire department response partners.

ix) As flood coordinator, liaise with Conservation Authorities on matters related to flooding.

x) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.3.4 Senior Municipal Road Authority Official

i) If necessary, establish an incident command post with communication link to EOC.

ii) Establish a communication link with senior roads staff at the incident.

iii) Provide an incident commander(s) for the site, if required.

iv) Advise on engineering, road design, resources, relating to the Municipal Road infrastructure.

v) Liaise with senior Public Works/Infrastructure Services officials from other road authorities including the County and the Province.

vi) Ensure municipal resources, if available, are provided as requested.

vii) Arrange for resources as requested by Incident Command and ensure a record/inventory of all supplies and equipment is maintained.

viii) Assist OPP with traffic barricades; assist fire with evacuations as requested.

ix) As flood coordinator, liaise with Conservation Authorities on matters related to flooding.

x) Maintain municipal services provided such services could be maintained safely.

xi) Arrange to have public or private utilities disconnected if public safety is affected or when directed by Incident Command within the site, or the EOC Director if outside the site.

xii) Implement Department Service Continuity Plans.

xiii) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.3.5 Senior Municipal Water/Waste Water Official

i) Mobilize materials, personnel and equipment to respond to an emergency and, if necessary, arrange for services from other municipalities or private contractors.

ii) Provide advice and information with respect to municipal water resources, wastewater and provincial legislation, etc.

iii) Liaise with the Ministry of the Environment, Conservation and Parks (MECP), Ontario Clean Water Agency, etc. with respect to water issues in the municipality.

iv) Ensure well houses, water treatment facilities and infrastructures operate properly, and arrange for repairs as necessary.

v) Arrange for the implementation of water contingency plans; boil water advisories, etc. as required in consultation with Wellington-Dufferin-Guelph Public Health (WDG Public Health) or designated representative and the MECP.

vi) Arrange for equipment for emergency pumping operations.

vii) Liaise with Fire concerning emergency water supplies for firefighting purposes.

viii) Liaise with the Ministry of the Environment, Conservation and Parks (MECP) and the Spills Action Centre when spills occur. Should a spill/contaminant occur within an

identified vulnerable drinking water supply area as shown in Appendix B, Schedules B1 through B7 of this plan, ensure that the municipal staff responsible for drinking water supply and Risk Management Official are notified.

ix) Arrange for emergency potable water supplies and sanitation facilities to the requirement of WDG Public Health.

x) Arrange for the discontinuation of any water service to any residents, as required, and ensure services are restored when appropriate.

xi) Implement Contingency response plans and/or Service Continuity Plans.

xii) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.3.6 Treasurer

The responsibilities of the Municipal Treasurers are set out in Section 11 – Financial Considerations for Municipal Emergencies. In addition to these responsibilities, Municipal Treasurers are members of the MECG. The following roles are specific to Treasurers as members of the MECG:

i) May take on the role of Administration and Finance Chief under IMS.

ii) Provide information and advice on financial matters and information systems as they relate to the emergency and the effects on the municipality.

iii) Implement Department Service Continuity Plans.

iv) Liaise, if necessary, with Treasurers from County and Member Municipalities.

v) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.3.7 Social Services Administrator

The Social Services Administrator is a member of the County of Wellington MECG but provides Emergency Social Services support to Member municipalities as requested. Details of the Emergency Social Services can be found in Section 13 – Emergency Evacuations and Emergency Social Services Response.

Main responsibilities of the Social Services Administrator during an emergency are:

i) Upon notification that a shelter or reception centre is in the process of being set up, will provide advice and guidance with respect to the overall management of the shelter. The Social Services Administrator or alternate may take on the role of Shelter Manager or may appoint a staff person to this role.

ii) Will implement the Memorandum of Agreement with the Canadian Red Cross (Red Cross), as required.

iii) Liaise with partner agencies such as WDG Public Health, Red Cross, St. John Ambulance, Salvation Army and service groups to set up, manage, and disassemble the reception/shelter facilities.

iv) Activate Mutual Assistance Agreements with partner agencies and various service and supply agreements, as needed.

v) Implement Department/Division Service Continuity Plans.

vi) Maintain a log of all expenditures and invoices and submit to the Administration and Finance Chief.

vii) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.3.8 Wellington Terrace Administrator

i) The Administrator is a member of the County of Wellington MECG.
ii) Coordinate with Province, WDG Health Unit and Guelph Wellington Paramedic Services on all matters relating to Long Term Care and response during the emergency.
iii) Oversee/maintain appropriate service levels for Wellington Terrace during internal and external emergencies.
iv) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.3.9 CEMC

i) Is the Liaison Officer under IMS.
ii) Ensure that proper communications are in place for the EOC.
iii) Ensure attendees of the EOC are registered.
iv) Liaise with the Provincial Emergency Operation Centre (PEOC) and OFMEM Field Officer.
v) Ensure that supplies (emergency response plan, resources, supplies, pens, maps and equipment) necessary to conduct emergency operations are available and ready for use.
vi) Provide advice and clarification about the Emergency Management and Civil Protection Act, implementation of the Emergency Response Plan and other Municipal response plans and procedures.
vii) Liaise with Wellington Social Services and community support agencies.
viii) Prepare after action reports for the review and approval of the MECG and for reporting to Councils about the emergency response and recommended improvements.
ix) Maintain a log of actions taken and decisions made or arrange for a scribe.

9.4 Emergency Operations Centre (EOC) Support Staff

The following staff may be required to attend the EOC to provide support, logistics and advice.

9.4.1 Scribe (Main Event Log or Personal Activity Log)

i) Maintains Main Event Log during operation of the EOC.
ii) Assists any member of a MECG/IMS response team with their personal activity logs.

9.4.2 Human Resources Administrator

i) May be appointed to the Logistics Section of IMS.
ii) Consult with partner agencies to coordinate outreach and counselling services for staff affected by the emergency.
iii) Assist with the set-up and staffing of the volunteer registration centre.
iv) Arrange for the tracking of volunteers.
v) Implement Emergency HR Policies.
vi) Implement Emergency redeployment strategies.
vii) Implement Service Continuity Plans.
viii) Maintain a personal activity log of actions taken.

9.4.3 Manager, Purchasing and Risk Management Services

In the event of a countywide emergency, the Purchasing and Risk Manager may take on the role of Logistics Chief or Security and Risk Management Officer or both. Duties will include the following:

i) Arrange for equipment, personnel and materials as directed.
ii) Ensure proper tracking of equipment, personnel and materials.
iii) Notify the County's Insurers of the events and provide appropriate documentation.
iv) Coordinate and assist HR with the volunteer registration and volunteer placement needs.
v) Maintain a personal activity log of actions taken.

9.4.4 IT Services Support Staff

i) Member of the Logistics Section of IMS
ii) Ensure that the EOC's have connectivity to the municipality's computer network, including internet for additional communication support.
iii) Source and provide equipment and staff resources as necessary to support municipal emergency operations, the Emergency Operation Centre and/or staff redeployment/alternate working arrangements including, but not limited to, software systems, email and internet and hardware.
iv) Assist with any other information technology needs.
v) Implement Service Continuity Plans.
vi) Maintain a personal activity log of actions taken.

9.4.5 Municipal Official Responsible for Facilities

i) Member of the Operations Section under IMS
ii) Ensure departmental notification is set up and that staff are trained.
iii) Responsible for the set-up of a municipal facility as a reception/shelter/warming/cooling centre, including scheduling available municipal staff and/or arrange for assistance from Wellington County Social Services to manage the emergency service. A minimum of two municipal staff and/or volunteers must be available to operate the facility.
iv) Responsible for ensuring Municipal recreational facilities are closed as required by the emergency
v) Responsible for the safe re-opening of Municipal facilities closed because of the emergency.
vi) Maintain a personal activity log of actions taken.

9.4.6 Facilities Manager

i) Liaise with Public Works/Infrastructure Services regarding weather conditions and the possibility of road closures.
ii) Implement facility set up procedures and inspect equipment/supplies. Municipalities may make available a policy regarding the set-up, use and running of the temporary warming centre.
iii) Check booking schedule and notify users of closure to normal operations.
iv) Arrange for immediate registration of attendees.

v) Provide information about the municipal facilities.
vi) Liaise with Logistics to arrange for security at the centre once established.
vii) Maintain a personal activity log of actions taken.

9.4.7 Legal Counsel

Provide legal advice, as requested, to the MECG or any member of the MECG as they apply to the actions of the County and their response to an emergency.

9.5 Supporting Agencies, Boards, Services and Organizations

The following agencies, boards, services and organizations may be requested to assist at the emergency site and/or the EOC.

9.5.1 Wellington OPP

i) Maintain law and order within the community.
ii) Notify and assist relevant emergency services, as required.
iii) Establish an incident command post, as required.
iv) Alert persons endangered by the emergency and coordinate evacuation procedures, as necessary.
v) Establish inner and outer perimeters around the emergency site.
vi) Notify the Coroner of fatalities and provide assistance with respect to collection, security and identification of deceased persons, and notification of next of kin.
vii) Ensure the timely and accurate dissemination of information and instructions to the public, in coordination with local emergency management officials.
viii) Undertake and manage, in concert with any other police action relating to the incident, investigations into criminal acts that have been committed or suspected.
ix) Provide traffic control to facilitate the movement of emergency vehicles.
x) Liaise with other municipal, provincial and federal agencies, as required.
xi) Provide security to Incident and Incident Command Post, Emergency Operation Centre and any other areas deemed appropriate in consultation with the MECG.
xii) Establish communication with other municipal departments to arrange for additional supplies and equipment when needed, e.g. Barriers and flashers, etc.

9.5.2 Guelph-Wellington Paramedic Service (GWPS)

i) Establish communication with the Incident Commander. Consider presence at Command Centre. Respond to EOC if established.
ii) Provide for overall coordination of "Emergency Medical Response" to an emergency.
iii) Provide for and maintain Emergency Medical Services at the incident.
iv) Directly liaise with Site Coordinator.
v) Assess and determine need, request and coordinate deployment of "on-site Medical Teams."
vi) Establish and maintain open link communications with Central Ambulance Communications Centre (CACC).
vii) Liaise with WDG Public Health "Incident Manager".
viii) Update reporting to WDG Public Health and Ministry of Health and Long-Term Care designate.

ix) Provide technical assistance to WDG Public Health with assessment of resource needs.
x) Determine resource availability and coordinate deployment to emergency site (i.e. air ambulance, multi-patient buses, support units, paramedics, etc.).
xi) Procure and approve supply purchases.
xii) Ensure appropriate patient allocation to receiving medical facilities and efficient distribution of patient load.
xiii) If required, appoint GWPS Incident Commander.
xiv) Liaise with allied agencies, home and community care, for information regarding invalids or disabled citizens that may reside in an area to be evacuated.
xv) Assist in the coordinated effort for the transport of persons in health care facilities, nursing homes, homes for the aged, etc. in need of evacuation.
xvi) Activate Critical Incident Stress Management (CISM) Team.
xvii) Participate in debriefing and assisting the CEMC in the preparation of the Incident Report.

9.5.3 Wellington-Dufferin-Guelph Public Health (WDG Public Health)

i) Participate in Municipal Emergency MECG meetings.
ii) WDG Public Health will activate the WDG Public Health Emergency Response Plan and Incident Management System when warranted.
iii) Will maintain a communication link with Wellington County during emergencies.
iv) During a human health emergency/pandemic, WDG Public Health will establish a unified command incident response with the affected municipality.
v) During a municipal water system emergency, WDG Public Health will establish a unified command incident response with the affected municipal water department.
vi) Provide information/instructions on public health risk reduction for the public which municipalities can distribute on their own social media platforms.
vii) Consult on the safe disposal of biohazardous and other infectious/hazardous material.
viii) Coordinate vaccine management and implement mass immunization plan as required.
ix) Provide advice to affected municipal department(s) or response group(s) on the portability of emergency water supplies and sanitation facilities as required.
x) Liaise with the Provincial Government (i.e. Ministry of Health, Ministry of Long-Term Care, Ministry of Labour, Training and Skills Development, Ministry of the Environment, Conservation and Parks, Ontario Health, Public Health Ontario etc.).
xi) Consult with Coroner on temporary morgue facilities.
xii) Fulfill legislative mandate of the Medical Officer of Health (MOH) as outlined in relevant provincial legislation, such as the Health Protection and Promotion Act, and Ontario Public Health Standards, and related protocols.
xiii) Provide direction on any matters that may adversely affect public health.
xiv) Liaise with the public sector, voluntary and private agencies as needed (i.e. Family Health teams, Hospitals, School Boards, Red Cross, VON, etc.).

xv) Liaise with Social Services Administrator or designated alternates on preventing human health risks in evacuation centres in areas of: safe food preparation, infection control practices, water quality, accommodation space, and sanitation.

xvi) Keep a record of all WDG Public Health activities including actions taken and decisions made.

xvii) Participate in debriefings as required.

9.5.4 Local Hydro Utility

i) Provide information and advice regarding available hydro services.

ii) Provide alternate emergency hydro supplies where necessary and practical.

iii) Discontinue hydro services as requested or required.

iv) Restore interrupted services on a priority and volume basis.

v) Liaise with the Fire Chief, Senior Municipal Roads Official, Water and Wastewater Officials and other Senior Municipal Staff.

vi) Ensure the emergency routes are clear of power lines for safe ingress and egress to the emergency site.

vii) Advise Head of Council, Senior Administrative Official and the Emergency Information Officer of any hydro related safety precautions that need to be conveyed to the public because of the emergency at hand or because of decisions made to respond to the situation.

viii) Maintain a log of daily planning meetings and actions taken.

9.5.5 Amateur Radio Emergency Services (ARES) Emergency Coordinator or Alternate

The ARES Emergency Coordinator will be deployed by and report to the CEMC and will be responsible for the following:

i) Activate emergency notification procedures of the Wellington Amateur Radio Emergency Services operators.

ii) Ensure that the emergency telecommunications centre is properly equipped and staffed to work to correct any problems that may arise.

iii) Maintain an inventory of community and private sector communications equipment and facilities that could be used to augment existing communications equipment.

iv) Arrange for additional communication resources during an emergency.

v) Maintain a personal activity log of actions taken.

9.5.6 Hospitals

In Wellington County, there are three hospitals: Louise Marshall, Palmerston, and Groves Memorial. The Wellington Health Care Alliance collectively administers them. During an emergency, the hospitals are responsible for the following:

i) Implementing their emergency response plans.

ii) Coordinate and liaise with GWPS and WDG Public Health.

iii) Notify and liaise with the Home and Community Care Support Services Waterloo, Wellington, when a significant incident is identified.

iv) GWPS and WDG Public Health will inform the MECGs of concerns and needs of the hospital during municipal emergencies and if necessary, work with the MECGs to arrange for assistance as may be required.

9.5.7 School Boards

The Upper Grand District School Board and the Wellington Catholic District School Board are responsible for most of the elementary and secondary schools in Wellington County. It is expected that the Boards, in the event of a municipal emergency or disaster, will implement the following roles:

i) Implement emergency response plans and evacuation plans of the board and the schools as necessary.

ii) During normal business hours, the municipality will be responsible for contacting the school and school boards to advise of a potential or occurring emergency within the municipality. With respect to potential weather emergencies, monitoring weather conditions will be the responsibility of the Board and their School Transportation Services. As weather emergencies have been rated as high probability by municipalities in Wellington County, it is expected that the boards and schools will undertake measures to adequately prepare and if necessary, respond to a weather event.

The Upper Grand District School Board and the municipalities have agreed to the use of the following schools as potential reception/evacuation centres:

- Centre Wellington District High School
- Erin District High School
- Minto Clifford Public School
- Norwell District Secondary School
- Wellington District Secondary School

The Town of Minto and the Upper Grand District School Board have signed an agreement setting out the use and arrangements of a portion of the Minto Clifford Public School during declared or undeclared emergencies.

9.5.8 Conservation Authorities

Conservation Authorities are responsible for the following:

- Monitor watershed conditions and preparing forecasts for potential flooding.
- Issue flood messages as required. These messages may be issued at any time of the year and may be as follows:

Water Conditions Statement:

Water Safety Statements are issued to make the public aware that rising water levels, melting ice, unsafe banks in and along rivers and streams could make them unsafe for recreational users. Flooding is not expected with this statement. Flood Outlook Statements provide an early notice that flooding is possible based on current weather forecasts.

Flood Watch:

A Flood Watch message provides an early warning that flooding is likely to occur along specified watercourses or throughout a municipality. The public, municipal officials and emergency services in these areas should be prepared to implement their emergency response plans.

Flood Warning:
A Flood Warning is issued when flooding will happen or is happening along specified watercourses or throughout a municipality. These messages may state the amount of flooding that is expected and may include specific actions to be taken by the public, municipal officials and emergency services, such as closing roads and evacuations.

9.5.9 Source Water Protection Plans

Under the Clean Water Act, 2006, multi-stakeholder committees with the support from the local source protection authorities developed Source Water Protection Plans. Many of the Source Water Protection Plans include policies that recommend municipalities update their emergency response plans to identify vulnerable areas of municipal drinking water supplies, the risks posed to these areas by spills or unauthorized discharges, and to ensure that policies and procedures are in place to be able to respond to emergencies in these vulnerable areas.

Appendix B Drinking Water Vulnerable area map schedules may be replaced from time to time based upon approvals by the Ministry and approved changes in the County of Wellington Official Plan.

The location of these vulnerable areas as shown on Appendix B Schedule B1 through B7 of the Emergency Response Plan include areas within 100 metres of a municipal well, two years and five-year travel times, issue contributing areas, wellhead protection area for quantity and intake protection zones. Alternatively, the County of Wellington's Explore Wellington mapping contains additional information for twenty-five years' time of travel and other approved and draft vulnerable areas including future municipal well locations. The Explore Wellington mapping will be updated as new information becomes available and should be considered more up to date than the schedules. The Common Operating Picture also contains locations of the vulnerable areas and the travel times accordingly.

9.5.10 Risk Management Official (RMO)

If a municipality is concerned that a vulnerable municipal drinking water supply may have been affected by a spill or contaminated, the municipal Fire Department, Water Department and/or Public Works/Infrastructure Services Department staff may request the assistance of the RMO to assist with assessing potential impacts to the sources of municipal drinking water, and further, if a municipal response is required to a spill or contamination of drinking water supplies, the RMO may be requested to attend the EOC to provide advice and information.

Under their requirements for DWQMS, Municipal Water and Wastewater agencies/departments have developed policies to respond to emergencies. The Water and Wastewater municipal departments in the County of Wellington have created an ad hoc Interoperability Committee who meets on a regular basis to develop consistence procedures for responding to unprecedented water and wastewater situations and to assist each other in such situations. The RMO participates on this ad hoc Committee.

10 EMERGENCY MANAGEMENT RESPONSE IN THE EOC

For most emergencies, Wellington County and Member Municipalities will use the Provincial Incident Management System (IMS) to respond to an emergency at the site and in the EOC. Tactical response to an emergency is the responsibility of the site Incident Command. Site support, strategic response including management of emergency information both internal and external, service continuity of municipal operations, and management of response activities outside of the site perimeter such as the operation of reception centres/shelters is the responsibility of the EOC.

10.1 Emergency Operations Centre

When notified of an emergency, the primary or alternate EOC may be activated. Alternatively, depending on the emergency, a virtual EOC consisting of an EOC software tool, messaging tool, emails, intranet services, or other electronic means may be used instead of meeting in the EOC.

10.2 Operational Period

In most emergencies, the EOC will establish an operational period. This period consists of an agreed specified planning cycle for meetings, reporting and work schedule.

10.3 Operational/Planning Meetings

Operational/Planning meetings are the most important step in the operational period. Equally important is that the meetings be brief, focused and plan oriented. The purpose of the Operational Meeting is to hear updated information on the emergency response with the goal of preparing an Incident Action Plan (IAP) to be implemented by the EOC Director with the assistance of staff.

10.4 Incident Action Plans (IAP)

Every coordinated response where the MECG is monitoring and supporting the response should include the preparation of an IAP. The IAP provides all incident supervisory personnel with emergency response objectives, strategies, tactics, and directions for achieving them. It may also include (among others) resources, structures, as well as safety, medical and telecommunications instructions; it may be spoken or written. It is recommended that a written (on paper or digitally) IAP be prepared whenever an EOC is operating.

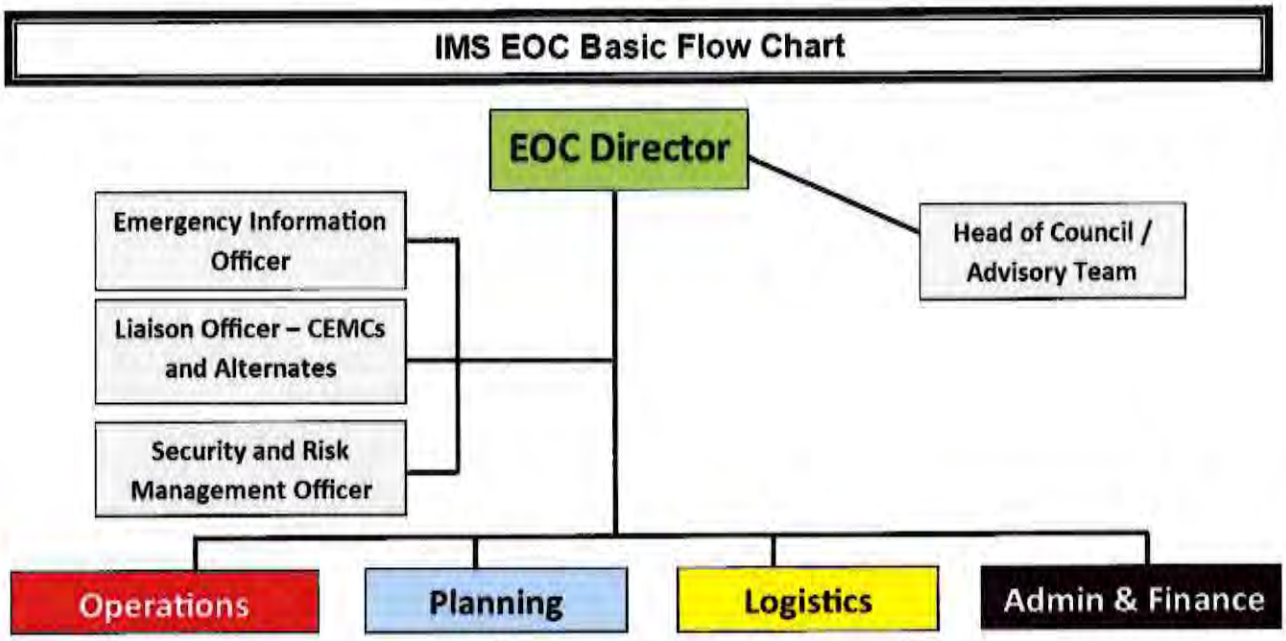
The steps in the IAP process include:

i) Assess Situation – Obtain situation reports from involved agencies
ii) Identify Goals and Objectives of the response
iii) Assign Priorities
iv) Assign Tasks
v) Consider Resource Needs
vi) Finalize plan, Approve and Implement
vii) Monitor Plan – Future Meeting

The plan must be communicated to everyone at the end of each meeting.

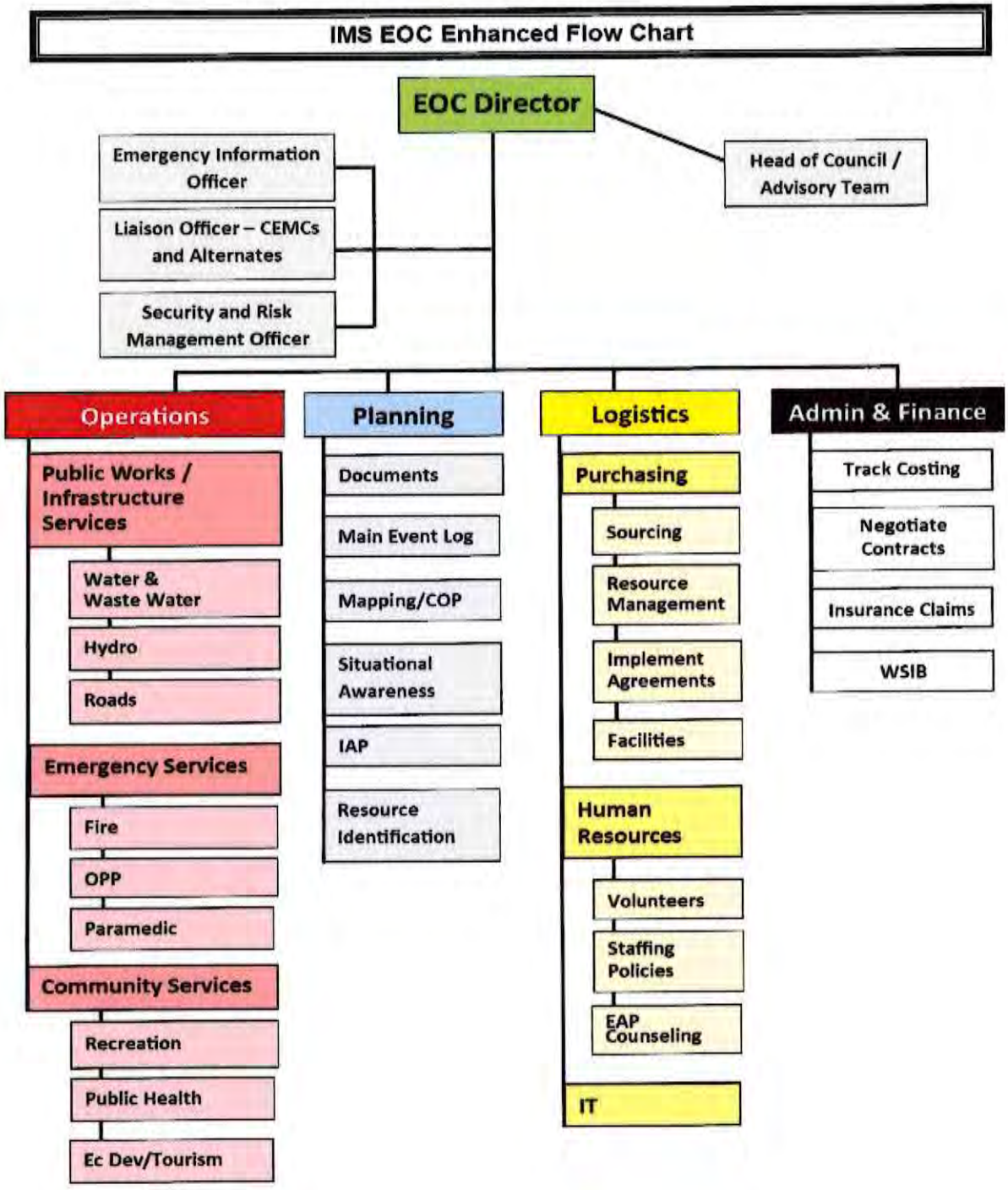
10.5 EOC Organizational Chart/IMS Structure

The following diagram represents the basic Incident Management System Structure. This model may be used with or without the declaration of an emergency. In the EOC, the CAO or senior official will fill the role of EOC Director.



10.6 Enhanced System Flow Chart

The following diagram represents a sample of how the Incident Management System model in Section 10.5 may be expanded for use during complex, multi-jurisdictional municipal emergencies over an extended period. It is expected that this model would be used during a municipal emergency declaration.



10.7 EOC Director

The following is a list of some of the responsibilities of the EOC Director. The EOC Director may consult with the MECG (or Joint MECG/EOC/Command Advisory Team) at any time and may delegate these responsibilities to other EOC staff.

i) Activate the Emergency Response Plan.
ii) Assemble the IMS/MECG Team.
iii) Conduct operational briefings.
iv) Authorize an Emergency Information Centre, if required.
v) Authorize a Reporting and Inquiry Centre such as 211, if required.
vi) Authorize, as delegated, expenditure of money required to deal with the emergency.
vii) Authorize the movement/use of personnel, equipment and resources.
viii) Authorize and direct the use of municipal resources within delegated authority.
ix) Arrange for extra resources (personnel and equipment) to be utilized (e.g. private contractors, industry, volunteer agencies, service clubs, church groups, etc.).
x) Request assistance from and/or liaise with various levels of governments and any other public or private agency
xi) Authorize activation of Mutual Assistance Agreements.
xii) Implement a recovery strategy.
xiii) Participate in post-emergency debriefings and assist with the preparation of reports.

10.8 EOC Command Staff

The EOC Director may be assisted by a Security/Risk Management Officer, Emergency Information Officer(s) and Liaison Officer and if necessary, by General Staff comprised of the Operations Section Chief(s), Logistic Section Chief(s), Planning Section Chief(s), Finance and Administrative Section Chief(s). The EOC Director will determine the scale of the IMS model and will reassess throughout the duration of the incident.

10.8.1 Emergency Information Officer

The Emergency Information Officer is responsible for ensuring the timely dissemination of information to the media. Refer to the Emergency Information Plan in Section 12.2. for more details.

10.8.2 Security and Risk Management Officer

Ensure security measures for the EOC are in place and that municipal risk management practices are applied during the response.

10.8.3 Liaison Officer

In most cases, the Liaison Officer will be the CEMC. The Liaison Officer acts as the link between the EOC Director, and other organizations involved in the emergency response. Some of the specific responsibilities of the Liaison Officer are:

i) Coordinate with organizations not represented to request support and assistance.
ii) Provide briefings to organization representatives about the response operation.
iii) Maintain an up-to-date list of supporting and cooperating organizations.

10.9 Operations Section

The Operations Section is responsible for:

i) coordinating the flow of information to and from all response operations (municipal departments and partner response agencies) and the EOC Director,
ii) supporting response operations by directing resources requested from the EOC to the appropriate locations such as an evacuation centre or the site,
iii) Ensure implementation of EOC tasks as set out in the IAP.

10.10 Planning Section

The Planning Section is responsible for the internal management of emergency information and ensures information is shared effectively among staff in the EOC, within the municipal organization, and with Incident Command.

Responsibilities of the Planning Section include:

i) Collecting, collating, evaluating and disseminating incident information.
ii) Maintaining situational awareness through the use of mapping tools available (paper or GIS).
iii) Preparing and documenting the IAP for each operational period including medium and long-range strategic emergency response for the municipality.
iv) Maintain incident documentation including the main event log.
v) Identify resource needs and/or assigned to the incident.

10.11 Logistics Section

The Logistics Section is responsible for resource management and acquires all supporting resources for the EOC and its emergency operations, and for sourcing resources requested by the site Incident Command. These may include facilities, services, personnel, transportation, supplies, fuel, equipment, food service, communications, and medical. Staff are responsible for tracking usage and current locations of these same items.

Logistics and Planning work closely together to identify needed resources; Logistics and Finance/Administration Sections work together closely to contract for, and purchase required resources.

Responsibilities of the Logistics Section may include:

i) Ordering, obtaining, maintaining, distributing and accounting for resources.
ii) Providing telecommunications/IT services and resources.
iii) Ordering EOC food and refreshments.
iv) Setting up and maintaining EOC incident facilities.
v) Providing support transportation.

The Risk and Purchasing Manager may fill the role of the Logistic Chief or designated alternate for the County. Member municipalities may designate a representative of Public Works/Infrastructure Services and/or Treasury to fulfill this role.

10.12 Administration and Finance

The responsibilities of the Administration and Finance Section are set out in Section 11 – Financial Considerations for Municipal Emergencies.

10.13 Incident Command

The emergency site may identify an Incident Commander from the first agency or lead agency at the emergency and this person will assume the overall decision-making responsibility at the emergency site for all agencies involved. Responsibility for Incident Command may change from one organization or jurisdiction to another based on required expertise or the scale of the incident.

In large municipal emergencies, where this plan is activated, a Unified Command Structure comprised of the representatives from key agencies involved in the emergency may be used. The agencies involved in the Unified Command may be added or scaled back depending upon the type of emergency and its severity. For example, in a flood situation it may include Public Works/Infrastructure Services, Fire, Police and community support agencies such as Victim Services and Red Cross. Each agency at the emergency incident will be responsible for appointing a representative to participate in the Unified Command.

10.13.1 Responsibilities of Incident Command

Incident Command is responsible for the overall coordination of all operations at the emergency site including but not limited to:

i) Assess the situation.
ii) Establish appropriate communications.
iii) Ensure that objectives, priorities, tasks and tactics are established to contain and mitigate the emergency.
iv) Establish an incident command post.
v) Establish an inner and outer perimeter around the emergency site, as required.
vi) Ensuring that all are aware of personnel, material and human resources available to mitigate the emergency.
vii) Maintaining a communications link with the Senior Municipal official at the Emergency Operations Centre.
viii) Coordinate with key personnel and officials.
ix) Appointing an On-Site Media Spokesperson upon consultation with the Senior Municipal Officer and the Emergency MECG, as required.
x) Appoint a scribe, as needed.
xi) Ensuring that all responsible organization commanders meet on a regular basis to update each other on individual organization actions and progress made, to share information, to set common priorities, to set common objectives and determine what additional resources may be required.

11 Financial Considerations for Municipal Emergencies

During municipal emergencies the tracking and maintenance of emergency related expenditures for items such as staff timesheets, equipment purchases and rentals, cost of implementing emergency contract and agreements, handling insurance claims, and submitting funding requests is important. The documenting can assist with the funding request to the Province and provides a record for Council of the true cost of the emergency response.

The following are the main financial considerations of a Municipality during an emergency:

i) Establish appropriate emergency General Ledger accounts and procedures to maintain accurate records of all emergency-related expenditures. This should be established prior to emergency events.
ii) Establish a process/procedure for tracking staff time and equipment usage relating to the emergency response.
iii) Submit insurance claims for the municipality for emergency related matters.
iv) Track necessary expenditures/costs resulting from the implementation of a Mutual Assistance Agreement.
v) Negotiate contracts for emergency-related purchases and rentals.
vi) Assess and track capital costs required to rebuild or repair municipal infrastructure.
vii) Monitor sources of funding and prepare claims for submission to the Ministry of Municipal Affairs and Housing for funding under the Municipal Disaster Recovery Assistance Program.
viii) Analyze the impact of the emergency on the municipal budget.
ix) Prepare a final report for Council.

11.1 Donations Management

Donations in an emergency may include services, funds, and material. Managing donations includes collecting, storing, dispensing, and accounting of donations. Financial donations are the preferred donation method for municipalities. The monies may be collected and distributed as needed in the Community rather than obtaining donated items, which can be difficult to manage and may not meet the needs of those affected by the emergency.

For this purpose, Municipalities may want to consider establishing a process for collecting and handling financial donations related to a municipality emergency. Some possible options include a donation bank account, or a Go Fund Me page.

The County of Wellington and the Canadian Red Cross have entered into an agreement for accessing Red Cross Services during large-scale emergencies/disaster. One of the services that Red Cross can provide is to assist with the management of In-Kind Donations. Municipalities interested in accessing the services of the Red Cross through the agreement can request this through the CEMC or the Social Services Administrator.

11.1.1 Provincial Funding Opportunities for Emergency Incidents

The Province of Ontario administers two Disaster Recovery Programmes. The Programmes are known as the Disaster Recovery Assistance for Ontarians and the Municipal Disaster Recovery Assistance Program. Detailed information about programme eligibility, eligible expenses and programme application guidelines are available on the Ministry of Municipal Affairs and Housing website. The following is a brief description of the two programmes.

11.1.2 Disaster Recovery Assistance for Ontarians (DRAO)

The Disaster Recovery Assistance for Ontarians Programme is open to homeowners (primary residence only) and residential tenants, small owner-operated businesses, small owner-operated farms, and not-for-profit organizations. The programme is administered by the Province and may be activated by the Minister of Municipal Affairs after a sudden, unexpected natural disaster such as a flood or tornado. A Municipal declaration is not required to activate this programme. Municipalities are encouraged to advise the Ministry of the situation as soon as practical.

Disaster Recovery Assistance for Ontarians (DRAO) provides assistance for emergency expenses and costs to repair or replace essential property; however, it is not a replacement for insurance. Insurers must be contacted first and documentation must be provided detailing the amount and reason any portion of the damage or loss is not covered under insurance.

Eligible expenses are separated into three main categories:

i) Emergency Evacuation/Relocation and Living Expenses;
ii) Emergency Measures, Cleanup, Disinfection and Disposal Expenses;
iii) Repair and Replacement Expenses.

Homeowners and residential tenants, small business owners, farmers, and not-for-profit organizations may apply directly to the Province within 120 calendar days after the Ministry announces the programme has been activated. Following the activation of the program, application forms will be made available on the Ministry of Municipal Affairs and Housing website or will be made available at municipal offices and other locations in communities affected by a natural disaster.

The Ministry of Municipal Affairs and Housing (MMAH) coordinates a Provincial Disaster Assessment Team (PDAT). The purpose of the PDAT is to inform the Minister of Municipal Affairs and Housing's decision to activate the DRAO programme.

11.1.3 Municipal Disaster Recovery Assistance Programme (MDRAP)

MDRAP helps municipalities that have incurred significant extraordinary costs because of a sudden, unexpected and extraordinary natural disaster. Eligible expenses may include:

i) Capital costs to repair public infrastructure or property to pre-disaster condition, and,
ii) Operating costs over and above regular budgets that are necessary to protect public health, safety or access to essential services.

Costs are not eligible if they are covered by insurance or if they would have been incurred anyway had the natural disaster not occurred.

Mitigating risks and preparing for disasters are a Municipality's responsibilities, and Municipalities are expected to take reasonable precautions to ensure the health and safety of residents and for managing risks. The purpose of this programme is to alleviate financial hardship when costs are so extensive that they exceed the capacity of the affected municipality to manage. Municipalities are responsible for covering the upfront costs associated with the natural disasters and should have a plan in place to cover up to three percent of Own Purpose Taxation.

Incremental costs associated with the event must be demonstrably linked to the disaster and eligible costs incurred must be at least equal to three per cent of a municipality's Own Purpose Taxation levy. To apply to the programme, Council must pass a resolution requesting consideration under the programme and submit an initial claim along with required supporting documentation within 120 calendar days from the date of the onset of the natural disaster.

The cost sharing formula under this programme is based on a sliding scale and is applied when eligible costs are at least equal to three per cent of the municipality's Own Purpose Taxation levy. The Own Purpose Taxation levy refers to the total taxes a municipality is eligible to collect to fund its own budget, less certain adjustments, and is intended as a measure of the municipality's financial capacity. The following table demonstrates the cost sharing arrangement.

11.1.4 Provincial and Municipal Cost-Sharing

Cost-sharing formula applied if eligible costs meet or exceed three per cent OPT levy and the programme is activated	Provincial Contribution	Municipal Contribution
Eligible costs up to 3% of Own Purpose Taxation levy	75%	25%
Eligible costs exceeding 3% of Own Purpose Taxation levy	95%	5%

11.1.5 Federal and Provincial Funding Grants

From time to time, there are Federal and/or Provincial Grants that become available for Municipalities to access for emergency management programmes. Examples are the former Federal Joint Emergency Preparedness Programme (JEPP) and more recently the Federal National Disaster Mitigation Programme (NDMP).

During emergency recovery phases or during emergency programme planning by the Municipal Emergency Management Programme Committee, there may be opportunities to access such funding. The decision to apply for the funding is Council's on the recommendations of the EM Programme Committee and/or Municipal Staff. These funding applications are usually overseen by the Municipal Treasurers.

The CEMC can assist municipalities with investigating funding options related to Municipal Emergency Management Programmes and in particular funding directed at prevention, mitigation, preparedness, response and recovery.

12 COMMUNICATIONS PLAN

12.1 Telecommunications

A vital and integral part of any emergency management operation is communication, particularly between the EOC and Incident Command. In certain situations, such as large-scale municipal emergencies, the ability to communicate effectively and efficiently with each other is vital. The ability for all emergency response personnel both on and off site to talk and understand each other effectively using interoperable and integrated communications is paramount.

Radio Communications are least susceptible to damage or interruption in times of emergency. For the most part, emergency response services/agencies depend upon their own stand-alone radio systems to communicate. Opportunities for integrated radio communications among Fire, Paramedics, Public Works/Infrastructure Services and the EOC is available.

Other forms of telecommunication such as cellular phones, email, internet and digital messaging systems may be used to supplement or enhance emergency telecommunications between EOC, Incident Command, outside agencies and municipalities. Care will be required when using alternate forms of communication to ensure security of information disseminated.

Amateur Radio Emergency Services (ARES) may be available to provide support communications or emergency communications should other forms fail. The roles of ARES are outlined in Section 9.5.5.

The use of wireless messaging systems such as chat groups may be used as a means of communication particularly when geography, weather conditions or other situations inhibit safe travel or safety of members within an EOC. In these situations, the establishment of a virtual EOC should be considered, and the use of wireless messaging communication may be an important consideration and communication tool. There are various options available for Municipalities to establish chat groups internally or collectively across the County. These messaging conversations will form part of the legal record of the response activities and will be copied and saved for documentation purposes.

12.2 Emergency Information Plan

The coordination and distribution of timely, factual information to the public is an important and critical task of the Municipality at all times but particularly during municipal emergencies. The roles and responsibilities of specific municipal personnel are outlined in the following sections.

Mission Statement: Wellington County is a great, safe place to live, work and play. The County and Member Municipalities value the safety and well-being of the people who live, work and play in Wellington. Having an effective and coordinated response to emergencies to safeguard the well-being of people, places and environment is our mission.

12.2.1 Emergency Information Staff

The following sections outline the responsibilities of the Emergency Information Officer (EIO), Municipal Spokesperson and /Communications Officer.

The designated EIOs (staff positions) for Wellington County and the Member Municipalities are as follows:

- Centre Wellington – Manager of Strategic Initiatives and Communications
- Erin – Senior Communications Officer
- Guelph/Eramosa – Deputy Clerk with assistance from County Communications staff
- Mapleton – Manager of Community Services
- Minto – Deputy Fire Chief
- Puslinch – Communications and Committee Coordinator with assistance from County Communications staff
- Wellington North – Deputy Fire Chief
- County of Wellington – County Communications Manager

The OPP Media Officers may coordinate with the Municipal EIOs during municipal emergencies to offer support and coordination of messaging.

12.2.1.1 Responsibilities of the Emergency Information Officer (EIO)

i) Reports to the EOC Director.
ii) Responsible for the gathering, coordinating, analyzing, disseminating and monitoring emergency information through various distribution methods to the media and public.
iii) Disseminate emergency information based upon municipal procedures and protocols.
iv) Share media information with the County Council, Department Heads, the Media, and appropriate agencies (e.g. WDGPH, school boards as appropriate). (The Liaison Officer (CEMC) would share information with the member municipality's CAO's and EIO's)
v) Works closely with and advises the Municipal Spokesperson about emergency messaging and will provide information to the Communications Officer for posting on the County's website (media releases and emergency pop up web page) and social media. (Local municipalities are responsible for their own social media/website posting).
vi) Establish contact with media coordinators from neighbouring municipalities, jurisdictions, provincial and federal governments including MPs and MPPs, private industry, the public and support agencies such as Wellington OPP, Guelph-Wellington Paramedic Services and Wellington-Dufferin-Guelph Public Health as necessary.
vii) Monitor all print, radio, television, internet and social media feeds to ensure information released to the public is factual and relevant to the needs of the municipal response. The EIO may delegate the monitoring of media feeds to the Communications Officers or to other Communications staff as required.
viii) Maintain copies of all emergency information documentation.
ix) Maintain or appoint a scribe to maintain an activity log of all personal actions taken during the emergency.

Wellington County and Member Municipal EIOs work closely during municipal emergencies to support one another and to coordinate the dissemination of municipal messaging.

12.2.1.2 Responsibilities of the Municipal Spokesperson

The Warden and Mayors or designated alternate may act as the Municipal Spokesperson during a community wide emergency, or they may appoint an expert spokesperson depending upon the emergency. The Municipal Spokesperson's responsibilities include:

i) Participate in interviews, media conferences, and photograph sessions as requested in consultation with the Emergency Information Officer.
ii) Establish an appropriate communication link with the EIO and ensure all media inquiries are directed to the EIO.

12.2.1.3 Responsibilities of the Communications Officer

i) Organize and manage the County's emergency page on the County's website during an emergency or a severe winter weather event
ii) Post information on the County's website and social media feeds with information provided by the EIO.
iii) Monitor social media feeds from County and member municipalities, neighbouring municipalities, partner agencies, and retweet and share posts as necessary. This will ensure that information on social media is consistent and coordinated.

12.3 Coordination of Emergency Information

12.3.1 Member Municipalities with a dedicated EIO

During emergencies affecting a member municipality, the member municipal EIO is responsible for all media releases, social media posts, coordinating interviews, preparing the spokesperson, monitoring the media, etc. The County Communications Team will share social media posts from the member municipality such as the opening and location of warming/cooling centres, shelters, operation of EOCs and other appropriate information as required.

12.3.2 Member Municipalities without a dedicated EIO

During emergencies affecting a member municipality without full-time communications staff, the County Communications team will offer support and assistance to the member municipality including the following:

- The Wellington County Communications team, as requested, may be responsible for drafting content for media releases, social media posts, for coordinating media interviews, preparing the spokesperson, monitoring the media, etc.

The Member Municipality will be responsible for posting the information to their website and social media sites.

12.3.3 Emergencies affecting Wellington County Facilities and Operations

For all closures or service disruptions of Wellington owned facilities, services and operations such as but not limited to Roads, Libraries, the Museum and Archives, Child Care and Learning Centres, and Solid Waste Services, the County Communications team is responsible for the messaging and member municipalities are encouraged to retweet and share information posts for their residents.

Wellington County Communications does not post any road closure information affecting Provincial Highways, Wellington County Roads or local roads on social media. During the winter maintenance season (November to April approximately) the Wellington Communication team directs the public to Municipal 511 for road closures. The public is also encouraged to follow OPP's West Region Communications the X Feed for up-to-date information on road closures in Wellington as closed by OPP.

12.3.4 County-Wide Emergencies

During large countywide situations such as snowstorms, blizzards and ice storms, coordinating emergency information among all municipal EIO's is necessary to ensure that the release of information affecting all residents and businesses in the County is consistent. All messaging related to municipally owned facilities, roads, operations etc., will remain the responsibility of the owner municipality and other municipalities are encouraged to share relevant information.

The County Emergency Management Division maintains an up-to-date listing of all municipal Emergency Information Officers and Communications Officers in Wellington. This list is shared with all of the EIO's.

12.4 Emergency Information Centre (EIC)

In some emergencies, particularly large, complex, multi-jurisdictional emergencies, the establishment of an Emergency Information Centre (EIC) may be helpful and necessary to manage and coordinate emergency information. The Emergency Information Officer (EIO) may recommend to the EOC Director the need for a Centre. Municipalities have identified locations for EIC's should one be required. The EIO will manage the Centre, and any staff assigned to it.

In some large-scale emergencies, where it would be helpful to manage the coordination of external emergency information, a Joint EIC may be established virtually or at a facility and managed with EIO's from responding organizations and agencies. Examples of emergencies where it may be advantageous to operate a Joint EIC may include Human Health Emergencies, a Foreign Animal Disease emergency or a widespread natural disaster.

12.4.1 Emergency Site Information

In many emergencies, media personnel will request pictures of the emergency site, and interviews with senior emergency officials. In such cases, it may be necessary to establish an Emergency Site Information Centre in consultation with the Incident Commander (IC). The IC will be responsible for the decision to establish a centre and to identify its location. The IC may also appoint a site Spokesperson.

12.4.2 Dissemination of Emergency Information

The EIO is responsible for the dissemination of information to external audiences such as the media and public through sources identified in Section 12.4.3.

The lead for providing information regarding municipal actions such as the opening and closing of warming/cooling centres, facility closures and service disruptions, will be the owner (municipality) and the Municipality's EIO will be responsible for the initial distribution of emergency information. Other municipal EIOs will monitor the situation and share information to support the impacted municipality(ies). If several municipalities are involved in the same emergency, EIOs should connect and coordinate common messaging either virtually or using a joint EIC.

In some emergencies, pre-scripted messages are available, and all municipalities should use these pre-scripted messages.

In addition to the public, there may be external response partners that should receive information. It is the responsibility of the EOC Director with the assistance of the Liaison Officer (LO) to disseminate appropriate and necessary information to external sources. These include but are not limited to

- Evacuation/Cooling/Warming Centres
- Provincial Emergency Operation Centre and Provincial Ministries
- Emergency Services
- Non-governmental and Volunteer Organizations

The EOC Director is also responsible for ensuring appropriate information about the emergency is shared internally with Municipal Departments, staff, and Council.

12.4.3 Methods of Emergency Information Distribution

There are many methods for distributing information during emergencies to the public. The following are various tools that municipal EIOs and EOCs may use to disseminate emergency information.

12.4.3.1 Website/Social Media

A municipality's website can be an effective tool for communicating emergency information. It can be used to provide up-to-date information from the Municipal EOC or from Lead response organizations. Municipalities may post media releases and fact sheets/backgrounds on their websites. Mass email notifications can be sent out through the website to those that have subscribed to this service.

Most municipalities use social media to provide information to the public and to share and coordinate emergency information among the County and Member Municipalities. Social media has become an effective tool during emergency responses.

12.4.3.2 Media Releases

May contain key information about the incident or emergency. Media releases are usually no more than a page in length and are written in a specific format. Each municipality will use their own media release template. Social media posts should reference media releases when these are available.

12.4.3.3 Interviews

Interviews are one-on-one discussions between the media and the Municipal Spokesperson or Site Incident Command or their delegates during an emergency. Interviews may be conducted face-to-face or over the telephone. The EIO should work with the media to arrange the interview and to pre-determine the questions/topics that the media will ask during the interview.

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12.4.6.4 Town Hall meetings

During an emergency response and/or recovery, Municipalities may hold Town Hall meetings, virtually using a variety of methods such as TV, radio, social media, or other available electronic methods or in a facility, with residents to provide information about the response, resident actions and information to assist recovering from the emergency. Town Hall meetings are usually led by either the Warden or Mayors and may include response partners or representatives from other levels of government such as MPs and MPPs.

12.4.6.5 Site Visits/Media Pools

During emergencies, the media often request an opportunity to visit the site(s) of the emergency. It is important to consider this request and accommodate them as much as possible. The arrangements for site visits need to be approved by the site Incident Commander (IC). The EIO should make the request to the IC who will coordinate the timing and details of the media site visits including appointment of a site Spokesperson, what the media is allowed to photograph, what areas of the site can be visited, safety requirements/needs for media traveling through the site, and when and how long the visit will last.

Media may need to assemble and be escorted to the site. The EIO and/or Emergency Personnel assigned by the IC will escort the media at the site. In some cases, the IC may limit the number of media on site. The media will arrange among themselves the details of those attending and the arrangements for sharing information gathered at the site.

12.4.6.6 Fact Sheets/FAQs

These are pre-written detailed information usually one to two pages in length. Fact sheets usually provide information on actions that can be taken during certain emergencies. Fact sheets are usually posted on the Municipalities' or Lead Agencies website.

12.4.6.7 Media Conferences/Scrums

A media conference is a moderated meeting between key officials/Media Spokespersons and the media. It is an effective communication tool when there are many requests from the media for the same information whereas a media scrum is an informal media conference often initiated directly by the media. The EIO may organize, and moderate media conferences as requested.

12.4.6.8 Dedicated Information Phone Line

211 can be used as an inquiry service during emergencies. Municipalities provide information to 211 and this information can be provided to the members of the public when they call the 211 service. Section 16.5. contains policies for the use of 211 during municipal emergencies.

12.4.6.9 Coordinated door-to-door campaign

Depending on the type of emergency and the lead-time, some municipalities may conduct a door–to–door campaign to provide detailed action information to residents.

12.4.6.10 Reception/Warming/Cooling Centres

White boards or information boards should be set up and all external information created during the emergency be sent to the Reception Centre Manager to post for those staying at the centre.

12.4.6.11 Municipal facility display boards

Some municipalities have message boards (electronic/bulletin board style) located throughout their communities. These may be used to provide short, direct, action messages for the residents and/or the travelling public.

12.4.6.12 Public Service Announcements (PSA)

Radio and Television stations, under their licensing arrangements, are required to provide some airtime for PSAs. Arrangements may be set up with local radio and television stations in advance of an emergency to transmit PSAs. These arrangements may include method of transmitting the PSA to the station, who is authorized to issue the PSA on behalf of the municipality, timing of the PSA, etc.

12.4.6.13 Family Information Centres

During some emergencies, it may be helpful to establish a Family Information Centre. A family information centre is set up specifically for the families of victims of emergencies providing them with a quiet location to obtain information about the ongoing emergency response and any details of the response as it may relate to a family member. It is important that family members feel safe and secure in these centres. Organizations such as Victim Services, Red Cross and County Social Services may be able to provide volunteers/staff trained in critical incident stress situations to operate the centres. In addition, it is imperative that 24/7 security is available on site. The site Incident Commander (IC) may request the EOC to locate and set up the centres. The EIO may assist the EOC Director with establishing an appropriate location and services to assist with the running of the facility, however, the EIO is not responsible for Family Information Centres.

13 EMERGENCY EVACUATIONS AND EMERGENCY SOCIAL SERVICES RESPONSE

13.1 Introduction

Emergency Management Ontario defines Evacuation as a "protective action that may be ordered by emergency officials when there is a significant threat posed to a specific area or community". During emergencies, circumstances can arise that make it unsafe for residents, seasonal residents and employed non-residents to remain in the area for their own personal health, safety and welfare. Municipalities do not have the authority to issue evacuation orders under the Emergency Management and Civil Protection Act, but they can recommend an evacuation in the interest of public safety.

13.2 Aim

The aim of this plan is to ensure the safety and well-being of evacuated persons from an unsafe situation through the implementation of Emergency Social services (ESS). These areas are described in Section 13.3.

13.3 Emergency Social Services (ESS)

The following Emergency Social Services should be considered for all situations where a Municipality is providing temporary emergency sheltering in the form of warming/cooling centres or through longer-term evacuation accommodations. These services may be provided by the Municipality, with the assistance of Wellington County Social Services or through the services of the Canadian Red Cross (Red Cross/CRC).

a) Reception and Information Service

i) Provide a warm reception for those arriving to a centre and inform them of immediate emergency help available;

ii) Register those arriving at the centre. The purpose of registration is to account for all affected individuals, to determine what services each requires, and to refer those with special needs within the centre.

b) **Red Cross personnel** can complete a Needs Assessment to determine what needs an individual may have, and direct appropriately. CRC can conduct this service in person or virtually. Red Cross facilitates Family Reunification by matching inquiries with completed registrations received.

c) **Emergency Food Service**
   i) Provide food and/or food preparation facilities.

d) **Emergency Clothing Service**
   ii) Supply clothing or emergency clothing until regular sources are available.

e) **Emergency Lodging Service**
   i) Provide safe, temporary shelter for evacuated people. This could be the operation of a Reception Centre, or an overnight Emergency Shelter. It could also involve other accommodation options.

f) **Personal Services**
   i) Offer temporary care for unattended children and dependent elderly;
   ii) Assist with the temporary care of residents from special care facilities;
   iii) Provide or arrange for provision of financial and/or material assistance; and
   iv) Immediate and long-term emotional support for people with personal problems and needs created or aggravated by a disaster.

Responsibility for the five essential emergency social services is vested with the Wellington County Social Services Administrator and designated alternates. To assist with these services, Wellington County has entered into a Memorandum of Understanding (MOU) with the Red Cross. The MOU sets out the disaster response services Red Cross may carry out on behalf of and at the direction of the Social Services Administrator or alternate. Services include but are not limited to those identified in Section 13.3.

13.4 Notification Procedures

The immediate decision to evacuate an area may be made initially by first responders. A decision to evacuate should consider the following:

The potential life-threatening impacts of the emergency on persons living in or near the affected area.

- What are the safety issues associated with the evacuation, including hazardous materials releases?
- Is the situation expected to escalate?
- What is the expected duration of the incident?
- Is there sufficient time to warn residents to leave the area?
- Are suitable arrangements available to ensure their safety when leaving the area?
- Is there time to set up and staff reception centre/emergency shelters for residents in need of a place to stay?

Incident Command (IC) will advise the EOC Director of the need to evacuate areas within or outside of the emergency sites. The EOC Director will then organize transportation and

set up reception centres or emergency shelters. The type of accommodation will depend upon the emergency, the duration and needs of persons impacted.

The CEMC will liaise with the Social Services Administrator and/or alternates regarding the decision to evacuate and set up emergency shelters. The Social Services Administrator will implement the Red Cross MOU as required.

Persons within an evacuation area may be notified by a variety of means deemed appropriate by the municipality and first responders considering the situation and the immediacy of evacuating an area.

Notification methods may include but are not limited to the following:

a) **Door-to-door** – Door-to-door notification may be possible for small-scale evacuations and where the size of the affected area provides for this type of notification. First responders and Municipal staff such as Public Works/Infrastructure Services may carryout door-to-door notifications.

b) **Loud hailers on emergency vehicles** – In addition, some emergency vehicles and municipal vehicles are equipped with loudspeaker equipment that can be used to notify the community.

c) **Through the media** – The EIO at the direction of Incident Command and/or EOC Director may inform the public of the evacuation. The use of local Radio, Television and social media can be used to alert the public of an evacuation and the location of emergency centres.

d) **A public alerting system** – Use of the National Alert Ready system may be coordinated through the Provincial Emergency Operation Centre (PEOC). The CEMC or alternate will submit the request to the PEOC on behalf of the EOC Director.

Regardless of the method of notification, there is essential information that must be given to evacuees in order to ensure a safe and orderly evacuation. People will need information regarding:

- Evacuation boundaries,
- Nature of the emergency and safety threat,
- An estimation of the duration of the situation,
- The location of assembly areas for those needing transportation,
- Registration and Inquiry phone numbers,
- The evacuation routes,
- The location of Reception Centres / Emergency Shelters.

Buildings that have been evacuated will be identified. The Wellington County Fire Chiefs Association in 2024 approved the use of caution tape to denote buildings that have been evacuated and checked.

13.5 Assisting Vulnerable Persons

During emergencies, there may be persons impacted that are vulnerable and will need assistance. Vulnerable persons are individuals who are not able to access services or make their own arrangements for transportation and temporary accommodations during an emergency. Vulnerable persons may include residents of retirement and long-term care homes, schools, childcare centres, special needs facilities, hospitals, those living in social housing, and those with a physical or communication barrier.

It is important to be aware that some people rely on assistive devices or service animals. Special considerations may be required for service animals and certain equipment when arranging for transportation and emergency shelters. Some examples of assistive devices include crutches, canes, wheelchairs, walkers, scooters, hearing aids and ventilators.

Various community service providers may assist vulnerable persons with preparing an Individual Emergency Plan. Such plans may include contact information for family members and caregivers and maintaining an adequate supply of personal needs until assistance is available.

Those in need of assistance during an emergency should seek emergency assistance by calling 9-1-1. 211 may provide information on services in an emergency if safety and well-being are not compromised, as provided by the affected Municipality (where activated).

13.6 Transportation

Some evacuees will get themselves to the reception centre/emergency shelter, but others will require transportation assistance. In most cases, it will be the responsibility of the EOC to arrange for transportation services from the evacuation area to the reception centres/emergency shelters. This role is usually the responsibility of the Logistics Section.

First responders will identify those requiring transportation out of the evacuation area. The Incident Commander will identify assembly areas that will be communicated to the public with the assistance of the EIO(s).

The following criteria should be considered when identifying an assembly area.

- Within short walking distance of the area being evacuated,
- Accessible to the seniors and people with disabilities,
- Widely known to the community and easy to describe,
- Allows access to appropriate evacuation routes,
- Sufficient for response and transportation vehicles.

13.7 Reception Centres

A reception centre is a location identified for registration of affected persons. A reception centre may provide the services outlined in Section 13.3. on a temporary basis. Warming and Cooling Centres operated by Municipalities and their staff during non-declared emergencies are considered reception centres.

13.8 Emergency Social Services Management

Once a decision has been made to evacuate an area, the EOC should be notified to ensure the provision of emergency social services. In order to fulfill the roles and responsibilities as outlined in Section 13.3, Social Services Administrator of this Plan may implement the Memorandum of Understanding (MOU) with the Red Cross.

Other agencies such as Victim Services, Salvation Army, St. John Ambulance, Humane Society and Amateur Radio Emergency Services may also be asked to provide assistance with the operation of emergency shelters.

Through the MOU, the Red Cross has evaluated a number of facilities throughout the County as potential Reception/Emergency Centres. Each municipality has at least one identified possible emergency centre.

The current list of sites is as follows:

Township of Centre Wellington

- Centre Wellington Community Sports Complex is accessible and has its own power source.
- Elora District Community Centre.

Town of Erin

- Centre 2000 Erin Community Centre and Arena and Erin District High School are accessible.
- Hillsburgh Community Centre has a secondary power source.

Township of Guelph/Eramosa

- Marden Field House is accessible
- Rockmosa Community Centre has a secondary power source.
- Marden Community Centre is accessible

Township of Mapleton

- Peel Maryborough Drayton Community Centre is accessible and has a secondary power source.

Town of Minto

- Clifford Community Centre and Arena.
- Harriston Arena and Community Centre.
- Minto Clifford Public School has a secondary power source.
- Palmerston and District Community Centre.

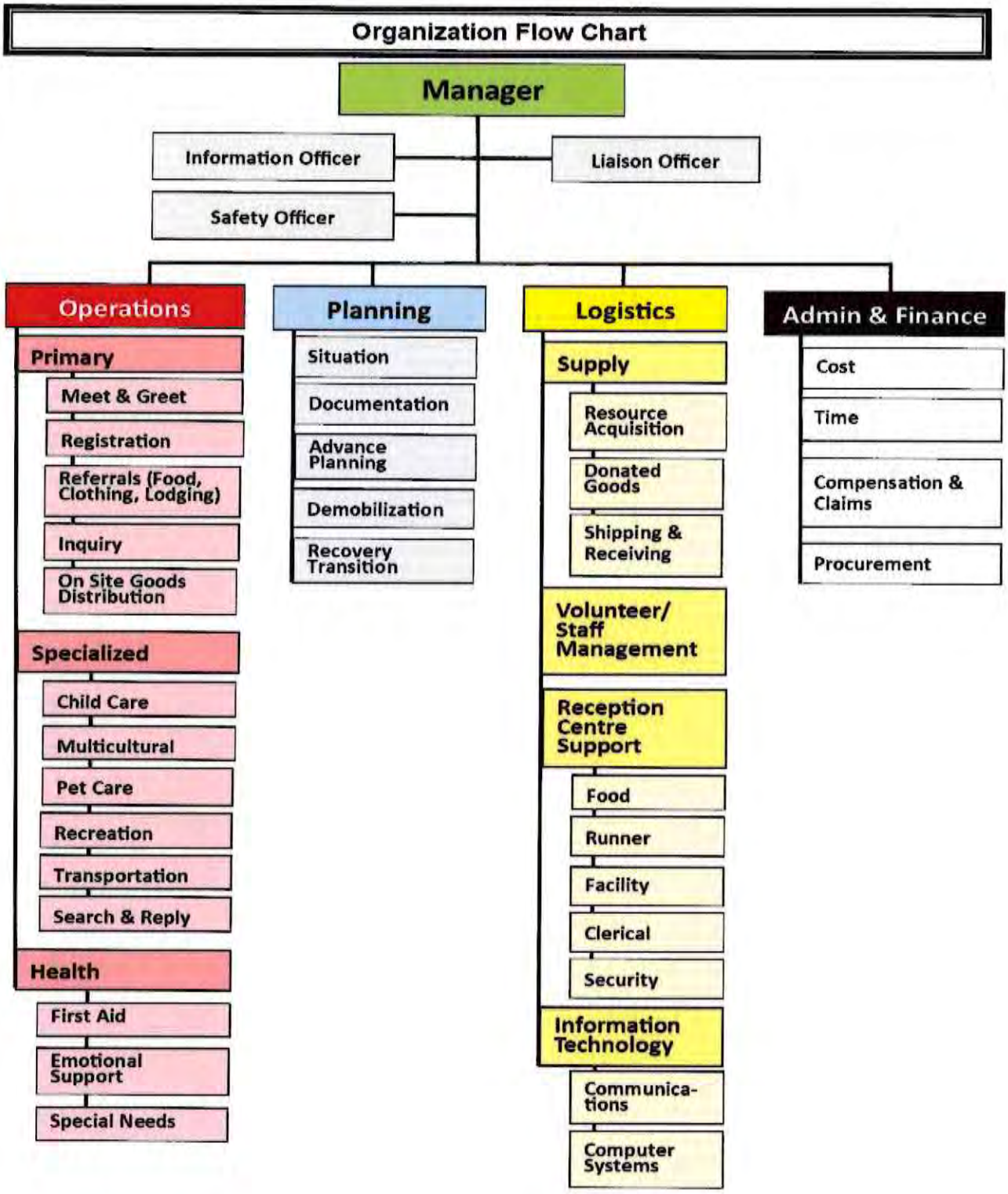
Township of Puslinch

- Puslinch Community Centre has a secondary power source.

Township of Wellington North

- Arthur and Area Community Centre is accessible.
- Mount Forest Sports Complex is accessible and has a secondary power source.

The Emergency Shelter will use the Incident Management System (IMS). The following is a sample IMS chart for Emergency Shelter Management.



13.8.1 Emergency Social Services Operations Section Responsibilities

i) Reception and Information.

Upon arrival of evacuees, meet and provide a welcoming presence. Supervise queuing if needed, and/or seated in the waiting area. Assist those with special needs. Perform an initial triage screening (first aid, childcare, and pet care). Arrange for security for the site to ensure the safety and privacy of those on site. Provide information on the functions of the reception centre and the location of specific services and escort them there if immediate need. Offer snack foods and beverages.

ii) Registration and Inquiry

Red Cross staff will take the lead in this function. With the assistance of the Municipalities centre staff, Red Cross staff will establish workspace, adequate staffing, supply of forms and documentation, signage, phones or other equipment. Notify Logistics of any resource requirements. The Logistics Section should register any non-Red Cross volunteers.

iii) Food

Emergency Social Services staff with direction from the Social Services Administrator will arrange for appropriate meals to accommodate the shelter residents. This may include designated seating locations within the shelter, staffing, catering, equipment and supplies. Ensure WDG Public Health food handling guidelines are followed, and sanitation standards are maintained.

iv) Clothing

Red Cross can assist this service through the MOU.

v) Lodging (ESS 4)

Where circumstances necessitate provision of overnight shelter, the EOC may consider several options to assist evacuees with accommodation depending upon their needs and vulnerabilities. Possible options include outsourcing to arranging for transportation to family or friends, hotels/motels, Bed and Breakfast, or set-up and operate reception centre of emergency shelter.

vi) Other Special Services (ESS 5)

These may involve a variety of other support agencies under the guidance of Social Services.

- **Health** – arrange for provision of medications, equipment and health care supplies. Assist pregnant women, nursing mothers, special–needs children, and the elderly and dependent adults as needed.
- **On site First Aid** – St John Ambulance may take the lead in this area, providing basic first aid to evacuees and centre personnel. Direct patients to a clinic or hospital if required. Monitor supplies, record all treatments, and attend meetings.
- **Emotional Support** - Arrange for professionals to provide services to evacuees and workers.

- **Child Care** – A designated childcare area may be established to provide care for children while their parent or guardian is accessing other services within the centre. Provide care for unattended children; help register them and facilitate family reunification. Offer support and comfort, and age-appropriate activities and snacks, nutritional meals, and rest periods. May be overseen by staff from Wellington County Early Years Programme.
- **Transportation** – The objective of transportation is to get people out of the emergency to evacuation centres safely. Usually, the EOC will work with Site Incident Command to ensure this function is completed. The EOC, with the assistance of the Shelter, considers the need to arrange transportation for access to appointments, etc.
- **Multicultural** – Social services will arrange for support staff to assist with all services and provide information regarding foods, specific clothing or sleeping arrangements.
- **Pets** – Only certified assistance animals are permitted in emergency shelters. The County has a separate pet care response plan that may be implemented by the EOC and Shelter Management staff. Some hotels may accommodate pets, especially in a disaster situation. Coordinate referrals to Humane Society, private kennels, local veterinarians.
- **Security** – Municipal EOC may need to arrange for appropriate security for the emergency shelter.

13.8.2 Host Community Evacuations

The Ministry of Emergency Preparedness and Response (MEPR) through an agreement with Indigenous and Northern Affairs, is responsible for emergency preparedness and response services to Indigenous communities in Ontario. As part of the agreement and when necessary, The Ministry of EPRP provides personnel to support Indigenous communities' response activities. In some instances, municipalities may be asked to provide assistance to these provincial response activities, including sheltering evacuees.

Municipalities who agree to accept evacuees are referred to as Host Communities. They are responsible for managing appropriate accommodations and ensuring the five essential social services are maintained for the evacuees.

In Wellington, member municipalities may be asked to act as a host community, particularly during the annual flood and forest fire season in Northern Ontario. The decision to act as a host community is that of a Member Municipal Council. Member Municipalities are encouraged to consult with the County of Wellington for support and resources when acting as a Host Community.

14 VOLUNTEERS

Volunteers, organized or unorganized, are valuable resources that can provide response expertise and/or additional personnel to assist Municipalities with an emergency response.

14.1 Types of Volunteers

- Red Cross,
- Salvation Army,
- Mennonite Disaster Services,
- ARES,
- Victim Services,
- St. John Ambulance,
- NGO Alliance,
- Private Individuals,
- Non-government agency/volunteer organizations,
- Companies/Corporations/Local Businesses,
- Community Service Groups/Clubs/Organizations

In most emergencies, the municipality will call upon the services of trained personnel and organized community service groups, clubs, and organizations, or non-governmental volunteer organizations with expertise and training to assist with a specific response need. Individuals, companies and corporations that offer to donate their time or staff time and services to the response efforts or those requested by the Municipality to assist, will be considered volunteers for the purposes of this plan.

14.2 Workplace Safety and Insurance (WSIB) Act

This Act has limited provisions for the coverage of volunteers; those considered Emergency workers (those unaffiliated individuals and organizations assisting a municipality) identified in the WSIB Act during a declared emergency. WSIB coverage for emergency workers is limited to the period of a declared emergency. A municipality should consult with their legal Counsel on the WSIB Act prior to requesting the assistance of unaffiliated volunteers in an emergency response.

14.3 Registration

When a Municipality chooses to use volunteers, particularly unaffiliated volunteers, they should ensure they are registered to assist in the emergency response and/or recovery operations.

All emergency volunteers will register with the Municipality, unless the volunteer is associated with a community service group/club/organization or non-governmental agency in which case they will register with their parent organization who will keep appropriate documentation. Requesting the services of these groups will be a decision of Incident Command and/or the EOC Director. Section Chiefs and/or supervisors may be delegated authority to mobilize and work with such groups and the CEMC, as the Liaison Officer, may be involved with such requests.

Private individuals and/or private companies volunteering their time, services and resources to assist the municipality shall register with the municipality. Volunteers will complete a registration form. The municipality will then assess the application and contact the individual as to the type, duration and location of the work involved. In some cases, the volunteer skills may not be required for the particular emergency and the municipality

will advise them and thank them for their time and interest. Application forms will be kept on file for the duration of the emergency in the event that the situation changes.

Should the need arise to register volunteers, a volunteer registration centre set will be set up by the Logistics Section, and, if possible, staffed by human resources personnel or administrative staff of the municipality. The centre will be used as the main point of contact for volunteers to report to upon registering with the municipality and to receive daily updates.

14.4 Supervision and Training

Depending upon the type of work assigned to the volunteer, some training and supervision will be necessary. The type of work assigned to a volunteer will depend upon their skill sets. Volunteers' skills/training should be matched with an appropriate response effort. In some cases, training of volunteers will be necessary. If the volunteer is associated with a non-governmental organization, that organization will be responsible for training and supervising the volunteer.

Unaffiliated volunteers will be trained and supervised by the municipal department or agency to which they have been assigned. The department most applicable to the resources and services being provided will manage resources and/or services donated by companies and corporations.

14.5 Identification

Volunteers registered by the municipality will be issued an identification badge and will be required to wear the badge throughout the duration of the services. Volunteers registered directly with a particular organization will have their own identification, which will be used and coordinated through their own agency. The volunteer organization will provide appropriate information to the Municipality as to the type of identification used. The municipality will identify specific volunteer checkpoints in consultation with the Incident Command.

14.6 Food/Water/Accommodation/Transportation Procedures for Volunteers

Food/Water Depots may be set up during an emergency to provide food and water to those assisting with the response efforts. The set up and operation of these is the responsibility of the EOC. Food and Water Depots, set up at the emergency site for the benefit of site personnel, is the responsibility of Incident Command who may request the EOC for assistance.

These depots will be set up with the assistance of the volunteer organizations in this area and in consultation with Wellington-Dufferin-Guelph Public Health. The locations will be determined at the time of the incident.

In the event that accommodations and transportation are required for individual volunteers, the municipality will arrange for these. If the volunteers are associated with a particular organization, that organization will work with the municipality to arrange for appropriate accommodations and transportation of volunteers, if required.

15 PROTECTION AND CARE OF ANIMALS

Wellington County consists mainly of rural communities where there is an abundance of agricultural and livestock farms. Any emergency that affects humans may affect their animals whether they are raised for food production, kept as companions, service animals or for other purposes. The protection and care of animals is an important consideration in emergency response. The County and Member Municipalities consult with organizations such as the Ontario SPCA, Ontario Livestock and Poultry Council and Ontario Ministry of Agriculture and Food, the provincial lead on farm animal disease and farm emergencies, when planning for an emergency response involving animals.

Emergency Management maintains a list of animal welfare experts operating within the County of Wellington, a list of Veterinary Services, and Boarding and Kennel operations.

Depending upon the emergency, Incident Command or the EOC Director may call upon these organizations and services for assistance during simple or complex emergencies. Some Animal Welfare Organizations offer training workshops to First Responders to be better prepared to respond to emergencies that may include animal welfare needs.

In addition, during emergencies the following Provincial Ministries can be contacted for advice on animal welfare considerations when animals are affected, however local resources should be the first point of contact.

- The Ministry of the Solicitor General (SOLGEN) has the responsibility for enforcing the Provincial Animal Welfare Services Act.
- The Ministry of Natural Resources and Forestry (MNRF) for issues pertaining to wildlife.

16 REQUESTS FOR ASSISTANCE

During complex emergencies, Municipalities may require additional resource capacity and capability to manage the emergency response. County, neighbouring municipal jurisdictions, Provincial Ministries and other organizations may be able to provide the capacity and capabilities needed for the response. Requests for assistance may be made through any of the following organizations.

16.1 Requests to the County of Wellington

Requests for assistance for specific services, personnel or equipment from County departments such as Social Services, Engineering Services, Planning Department, etc. may be made as follows:

- Any member of the municipal MECG may contact the applicable County department directly.
- By implementing Mutual Assistance Agreements as provided for by Section 13 (1) of the Emergency Management and Civil Protection Act. The County of Wellington and member municipalities and the City of Guelph have entered into a mutual assistance agreement. Any municipality, which is party to the agreement, may initiate a request for assistance. The request for such assistance and the execution of a mutual assistance agreement may be made in consultation with the Municipal Emergency

MECG. The Mutual Assistance Agreement does not supersede any existing agreements between services such as the Wellington County Mutual Aid Fire Agreement.

- The Mayor may request the Warden and/or County CAO to activate its Emergency Operation Centre to assist with the emergency; or
- Request the establishment of a Joint Emergency MECG as set out in Section 9.2.

16.2 Requests to Surrounding Municipalities

Implement Mutual Assistance Agreements as provided for by Section 13 (1) of the Emergency Management and Civil Protection Act and as set out in Section 16.1.

16.3 Requests to the Province

Upon notification by the municipality that a municipal emergency has occurred, the Province may deploy a Field Officer from the Ministry of Emergency Preparedness and Response (MEPR). They will attend a local emergency to provide advice and assistance as requested and to ensure liaison with the Provincial Emergency Operations Centre (PEOC). The Field Officer will be the liaison between the municipality and the province for both provincial and, if necessary, federal assistance.

In addition to the assistance provided by the MEPR the following identifies some provincial ministries, federal department/agencies, and the assistance they may be able to provide to local municipalities. Assistance provided may include but is not necessarily limited to the following:

- Ministry of Agriculture, Food and Agribusiness in the event of a Foreign Animal Disease Emergency of livestock related needs, food contamination, and pest infestation. Working with the Canadian Food Inspection Agency (CFIA), these two agencies will often respond as the Lead agencies to these types of emergencies.
- Ministry of the Environment, Conservation and Parks with respect to spills of pollutants to the natural environment, including fixed sites and transportation spills; drinking water emergencies.
- Ministry of Health with respect to human health emergencies such as pandemics, epidemics; food and water contamination. This assistance would be over and above that provided by WDG Public Health as set out in their specific roles and responsibilities as identified in this plan. In cases where health emergencies overwhelm the health care system of an affected community or region and it finds it does not have the capacity to respond effectively to the health emergency; the Emergency Medical Assistance Team (EMAT) may be requested through the Ministry of Health Emergency Management Branch by Public Health.

The EMAT is a mobile medical field unit that can be deployed anywhere in Ontario with road access to provide:

- Patient isolation in the case of an infectious diseases outbreak;
- Medical support and decontamination in the case of a chemical, biological or radiological incident; and
- Case management and triage of patients in a mass casualties' situation.

- Ministry of Municipal Affairs and Housing for financial assistance as administered through the Municipal Disaster Recovery Assistance Programme when coordination of extraordinary municipal expenditures is required.
- Ministry of Natural Resources can provide specific assistance with respect to floods, forest fires, dam breach and droughts.
- The Ministry of Transportation can provide assistance with emergencies on provincial highways.
- The County Fire Coordinator must make a request for Heavy Urban Search and Rescue (HUSAR) teams to the Province.

16.4 Federal Assistance

Federal assistance may be required in certain emergencies. In many cases, the request for assistance should be made by contacting the PEOC. The following identifies situations where federal assistance is available if requested.

i) Canadian Food Inspection Agency (CFIA) in the event of a Foreign Animal Disease. A provincial request is not necessary to obtain their services and assistance. They work in consultation with the Ministry of Agriculture and Food and Rural Affairs.

ii) CANUTEC may provide assistance to local municipalities with hazardous materials release emergencies, which may include appropriate setback for evacuation distances. A municipality may contact CANUTEC directly for assistance. Both the Fire Departments and members of the MECG may contact them.

iii) Department of National Defense has many services, equipment and supplies that could be of assistance to municipalities during a disaster. The request must be made through the Province.

iv) Environment and Climate Change Canada provides information on the weather that can be found on weather forecasts at their website or by calling them directly. Environment Canada staff can be called upon to assist with the determination of a specific weather event such as tornadoes.

v) The Transportation Safety Board provides advice to first responders with respect to transportation incidents including air/rail and ground transportation.

vi) The County Fire Coordinator must make a request for assistance for Hazardous Materials Expertise to the Province.

16.5 211 Assistance

211 is an easy to remember phone number available throughout Ontario to support residents, municipalities, businesses and others. 211's information and referral professionals are available 24/7/365 to provide live answer information about Ontario's community, social, health and government services. During the response to and recovery from emergency events, 211 supports communities by providing authoritative, non-emergency information to residents (e.g. Road closures, the location of evacuation centres, services, safety precautions, etc.). 211 alleviates the burden of non-emergency calls to 911 and allows emergency responders to focus on response. 211 providers welcome opportunities to participate in municipal emergency exercises and training. 211 also maintains an extensive database of community, social, health and government services at www.211ontario.ca.

16.5.1 Notification and Communication Protocols

i) Municipality

- Prior to an emergency event which may be declared by the Head of Council, provide 211 with the names and contact information of Community Emergency Management Coordinators (CEMCs), Emergency Information Officers (EIO) and others authorized to notify 211 and invoke the assistance of 211.
- Notify 211 when an event has occurred by dialing 211 or one of the contact numbers provided by the 211-contact centre in your region.
- Maintain a line of communication with 211 throughout the event providing authoritative, accurate information that can be relayed to the public. This can be done by phone or email.
- Inform residents that they can call 211 for non-emergency information. This can be done through street signs, press releases, the media and other means.
- Inform 211 when the emergency event ends.

ii) 211 (service in Ontario)

- The 211 staff person who receives notification of an emergency event will document the information using a form that captures what, where, who, when, etc. and the name and contact information of the person providing the information.
- Answer non-emergency calls from the public 24/7/365. Ensure the network of 211 service providers in Ontario is notified, can access the most current information about the event and is able to provide support if needed.
- Track the nature of calls received and convey relevant information to the EIO, CEMC, or designated person.
- Prepare an After-Action Report and submit it to the municipality.

17 DEBRIS MANAGEMENT PLAN

17.1 Background

Debris management is the systematic approach to the collective planning for, and operations of the demolition, clearance, removal, transport, temporary storage, segregation, reduction, and ultimately, disposal of debris whether generated by natural disaster or other emergency such as fire, Foreign Animal Disease outbreak, significant snowfall events, etc. Debris Management focuses on both the short-and long-term clearance and removal of debris.

Natural and man-made disasters precipitate a variety of debris that includes, but is not limited to trees, sand, gravel, building/construction materials, vehicles and personal property.

The quantity and type of debris generated from any particular disaster is a function of the location and kind of event experienced, its magnitude, duration, and intensity, and this impacts the type of collection and disposal methods to be used. Forty to fifty percent of emergency costs could be Debris management costs.

Debris management in Wellington County is based upon the County of Wellington's Solid Waste Services Division approach for garbage collection, recycling and organic waste collection as prescribed by Section 14 of the Environmental Protection Act (EPA) regarding:

- Waste Regulations
- Waste Policies and Guidelines
- MECP waivers and emergency permits

17.2 Purpose

The purpose of debris management is to:

- Facilitate and coordinate the removal, collection and disposal of debris following a disaster, typically a natural disaster,
- Mitigate against any potential threat to health, safety, and welfare of Wellington County residents and business,
- Expedite recovery efforts, and
- Address any threat of significant damage to improve public or private property.

17.3 Disaster Debris Definition

The accumulation of large volumes of debris/waste requiring management – collection and disposal – after a natural disaster or community emergency. Ice storms, tornadoes, wind events, significant rainfall events and flooding, significant snowfall events, power outages, foreign animal disease events, fires, transportation incidents can all result in the accumulation of large volumes of debris/waste.

17.4 Organization and Concept of Operations

Wellington County Engineering Services – Solid Waste Services Division - provides oversight and advice to the County and Member Municipalities for debris removal after a disaster or significant event. Wellington County Solid Waste Services will work with support agencies, utility companies, waste management firms, and trucking companies, to facilitate the debris clearance, collection, reduction, and disposal needs following a disaster.

Because of the limited quantity of resources and service commitments following a disaster, homeowners, residents, business and municipalities may have to rely on private contractors to remove, collect, and manage their debris removal. Many insurance policies provide coverage for debris removal including tipping fees.

Items for consideration that can/will affect debris management operations include:

- Landfill capacity including maximum daily tonnage permitted under the Environmental Compliance Approval (ECA),
- Managing large volumes of debris/waste including the resources to accept, sort, stage and divert debris,
- Consideration for temporary staging and drop off areas outside of permitted sites and the ability to set up, manage and operate such temporary sites,
- Contracts and Agreements that may be in place including agreement with Ministry of the Environment, Conservation and Parks (MECP) to operate a waste management programme,
- The management of dead stock including considerations under legislation, OMAFRA best practices and dead stock transportation and rendering,
- Handling of Hazardous materials.

17.5 Debris Classification

To facilitate the debris management process, debris is segregated by type. The classifications of debris are as follows:

i) **Normal Household Waste** includes all bagged normal household debris, will be picked up with your normal garbage curbside collection schedule.

ii) **Vegetative Debris** includes trees, branches, limbs and other vegetative debris accumulated because of the disaster impact. It does not include normal yard waste. Typically, wood debris is not subject to EPA regulations. However, should a municipality be situated within an area known to contain an infected species such as the "Emerald Ash Borer", wood debris must be managed within the contained area.

iii) **Construction/Demolition** debris includes building materials, carpet, drywall, furniture, lumber, mattresses, plumbing fixtures and piping.

iv) **Household hazardous waste** includes household cleaning supplies, batteries, lawn chemicals, oil-based paints and stains, pesticides, etc. Hazardous waste from construction/demolition debris may include things such as asbestos.

v) **'White' goods** (e.g., household appliances) includes air conditioners, dishwashers, freezers, refrigerators, stoves, washers, dryers, dishwashers, water heaters, etc.

vi) **Electronics** includes computers, radios, stereos, televisions and other corded and battery-operated devices.

vii) **Other** includes any small equipment such as push lawnmowers.

viii) **Soil/Mud/Sand** debris including sandbags or sand from sandbags. Sandbags and other debris covered with soil/mud could be contaminated. Special collection and landfill management policies will be required for this type of debris.

ix) **Vehicles** – Damaged vehicles are not accepted a s part of the County's solid waste management programmes and are not accepted at County waste facilities as part of the debris recovery process following a community emergency/disaster. There are charitable organizations, auto wreckers, and tow operators that will accept and dispose of vehicles. Information on such organizations is available in the Contact and Resource Guide.

x) **Livestock** – Farmers should have plans in place to handle animal carcasses following fire, natural disaster or Foreign Animal Disease. The County's Landfill cannot accept dead stock material. The farm community should consult with the Ontario Ministry of Agriculture, Food and Rural Affairs, and Dead Stock contractors for appropriate disposal of dead carcasses.

17.6 Solid Waste Facilities

The County operates one active landfill site, Riverstown, and five transfer stations. The Transfer sites include Aberfoyle, Belwood, Elora, Harriston and Rothsay. A transfer station may take almost any material that the landfill will take, but in smaller quantities. Waste containing asbestos can only be disposed of at the Riverstown landfill with advance notice provided. During emergencies, the County of Wellington, in consultation with Solid Waste Services, may close public access or extend hours of access depending on the requirements of the ECA and the County's Disposal By-law.

17.7 Environmental Compliance Approvals

Waste facilities operate under ECA, MECP regulations and the County's Disposal By-law. The ECA details legal, operational and administrative obligations that facility owners must comply with in daily operations. The County must operate within the requirements or request changes from MECP. In planning for debris management, it is important to be aware of the approvals and the timing required for changes to approvals. Debris management considerations should be planned for and approved prior to an emergency. The County of Wellington Solid Waste Services will work with Member Municipalities to plan appropriately for local debris management needs.

17.8 County of Wellington By-Law requirements

Council for the County of Wellington have passed By-laws for waste disposal, to establish tipping fees and curbside collection. Information on these By-laws is available on the Solid Waste Services website. Solid Waste Services will issue receipts for debris collected at the Riverstown Landfill and/or Transfer Stations for Insurance purposes. All household debris collected at the curb must be enclosed in user pay bags available from retailers throughout Wellington County and available online through the County's website.

17.9 Staging Areas and Drop off Locations

Temporary Debris Sites, with the exception of vegetative debris, cannot be established during an emergency or recovery from an emergency without approval from the MECP. The EPA typically requires Environmental Assessments and an ECA for any disposal site.

Temporary disposal locations must be supervised, and access, noise and odour concerns need to be considered. Emergency Management and Solid Waste Services will work with Member Municipalities prior to emergencies to identify and pre-designate potential debris staging and drop off sites for the type and quantity of debris anticipated following a significant emergency event.

Municipalities may set up small depots to collect vegetative debris including tree and yard debris following a natural disaster. These sites may only collect up to 200 cubic metres of debris material and the materials must be cleared within 30 days. Municipalities situated in areas where invasive species have been identified must collect and manage vegetative debris within the identified area. Transportation of vegetative debris outside of the identified area is not permitted.

17.10 Handling of Hazardous Debris

Specified quantities of household hazardous wastes as set out in the County's ECA are accepted at the Elora, Belwood, Harriston, Aberfoyle and Riverstown waste facilities and through the Mobile Household Hazardous Depot. These include oil, oil filters, Glycol, vehicle batteries, dry cell batteries, propane tanks and cylinders, aerosol cans and a much greater amount of materials at the Mobile Household Hazardous Waste Depot.

A Member Municipality may request the Mobile Household Hazardous Waste unit for homeowners and business to access during a disaster event. The Mobile Depot has a list of approved locations throughout the County where it can be placed. If the Depot is to be moved to a location outside of its annual schedule, notification needs to be given to the MECP and local Fire Department.

17.11 Debris Management Actions

Debris management is separated into four stages:

i) Normal Operations,
ii) Increased Readiness,
iii) Response, and
iv) Recovery

17.11.1 Normal Operations

- Wellington County Solid Waste Services develops policies procedures and establishes waste collection and processing contracts that may include the collection and disposal of debris from emergencies.
- The County has implemented mutual assistance agreements with Member Municipalities and surrounding Counties that may be implemented during emergencies.
- Solid Waste Services will consult with MECP and other appropriate regulatory agencies regarding regulatory issues and potential emergency response needs.
- Establish debris assessment process to define scope of problem.
- Develop messaging with EIO regarding the debris collection process, times, establishment of temporary staging and drop off location, the debris accepted at sites, and any potential environmental and health risks associated with debris.

17.11.2 Increased Readiness

- Review and update plans, standard operating procedure, contracts, and checklists relating to debris removal, storage, reduction, and disposal process.
- Alert local agencies and contractors that have debris removal responsibilities ensuring the personnel, facilities, and equipment are ready and available for emergency use.
- Relocate personnel and resources out of harm's way and stage in areas where they can be effectively mobilized.
- Review potential debris staging and drop off sites that may be used in the response and recovery phases in the context of the impeding threat.
- Review resource listing of private contractors who may assist in debris removal process. Make necessary arrangements to ensure their availability in the event of a disaster.

17.11.3 Response

- Activate debris management plan and assess needs.
- Begin documenting costs with the assistance of the Administration and Finance Section. In the event of a natural disaster, some debris management costs may be eligible for funding under the Municipal Disaster Recovery Assistance Programme. More information on the Programme is available in the Financial Considerations Section of this Plan.
- Coordinate and track resources (public and private).
- Establish priorities regarding allocation and use of available resources.
- Set up previously identified and approved debris staging and drop off sites.
- Address legal, environmental, and health issues relating to the debris removal process.
- With the assistance of the EIO, provide messaging to the public regarding environmental and health risk, collection expectations and timing. Any messaging approved by the EIO and Solid Waste Services may be re-circulated by Member Municipal EIOs.

17.11.4 Recovery

- Continue to collect, store, reduce, and dispose of debris generated from the event in a cost-effective and environmentally responsible manner.
- Continue to document costs.
- Upon completion of debris removal, work with Member Municipalities to close any debris staging or drop off locations and restore the sites as required.
- Complete a review of the response and recovery efforts and identify what went well and where there's areas for improvement.

18 SERVICE CONTINUITY PLANS AND PROGRAMMES

A major function of a Municipal EOC is to maintain and/or determine the Municipal services and functions that need to be maintained and/or restored, as well as the period for restoring services. Under the Act, Municipalities are not required to develop a Service Continuity Plan but having such plans in place will assist the Municipality and its Departments to:

i) Identify critical services and functions and ensure their delivery regardless of the emergency,
ii) Assess the priority of the systems, infrastructure, assets and resources used to provide critical services and functions,
iii) To reduce the impact of an emergency on a municipality's service, functions and personnel,
iv) Establish priorities and develop a strategy to ensure appropriate recovery systems are in place to resume services and functions in a timely manner,
v) Establish a communication strategy,
vi) Establish an Information Technology Plan and strategy for continuation of service delivery and resumption,
vii) To evaluate incidents and prevent or mitigate effects of hazard/risk on a service, function or operations.

Municipalities are encouraged to develop Service Continuity Plans and implement a Service Continuity Programme.

In 2009, the County of Wellington undertook a service priority exercise. In 2014, the County began a programme to develop Service Continuity Plans for all Departments, to maintain the plans, to train staff on the plans, and to test these plans on a regular basis. The County has a Service Continuity Committee responsible for overseeing the County's Service Continuity programme and making recommendations for improvements to the programme.

19 RECOVERY PLAN

This plan assigns responsibilities and outlines activities, which may be required to bring the County and/or member municipalities back to their pre-emergency state. It will be activated (in whole or in part) at the direction of Council in consultation with the MECG.

A Recovery Committee should be established to oversee the recovery process, which may take days to several years depending on the scale of the emergency.

The process of recovery from an emergency or disaster can be defined as actions to improve the stability of critical infrastructure and community assets, as well as improve the wellbeing, independence, and dignity of affected people and their assets.

A recovery plan should identify short, medium and long-term recovery actions.

19.1 Recovery Committee

In the early stages of the recovery process, the Municipal Emergency MECG may function as the Recovery Committee. Later, once the emergency has been terminated, a Recovery Committee could be established.

If the Municipality chooses to appoint a Recovery Committee, the following positions and/or agencies may be appointed to the Committee. Membership of the Committee will vary depending on the nature and scale of the emergency but may include the following:

- Representative of Council
- Senior Municipal Administrative Official
- Emergency Management Coordinator
- Municipal Treasurer
- Senior Staff from Departments impacted by the emergency
- Wellington-Dufferin-Guelph Public Health
- Chief Building Official
- Communications staff/EIO
- Representative from Wellington County Social Services
- Economic Development
- Planning representative
- Other agencies or organizations that the Committee requires specific expertise.

The Recovery Committee may establish sub-Committees to oversee specific recovery activities such as funding applications, infrastructure repairs/replacements, building assessments and redevelopment, long-term health, safety and welfare needs of the of residents impacted by the emergency.

19.2 Recovery Committee Responsibilities

The following is a list of items for Municipalities to consider during the recovery of any emergency. While the Recovery Committee should oversee these responsibilities, they may be assigned to sub-committees during recovery.

i) Ensure that the public is kept informed of the status and activities of the recovery process. It is important that during recovery, accurate and up-to-date information be provided regularly to residents.
ii) Provide recommendations to Council concerning expenditure of funds, new by-laws, changes to existing by-laws and other matters as they may require Council approval.
iii) Ensure service continuity to areas of the Municipality not affected by the emergency.
iv) Ensure the continued provision of Emergency Social Services as long as needed.
v) Engage Wellington County Social Services to assist those that may require long-term housing needs, social assistance, etc.
vi) Liaise with 211 to request their assistance with tracking residents' request for assistance.
vii) Coordinate the storage and distribution of donated materials.
viii) Work with affected business/industry to ensure that employment opportunities are restored at the earliest opportunity.
ix) Determine and document the extent of the damage to Municipal and private buildings and damage to Municipal infrastructure.
x) Expedite demolition permits with the assistance of the Chief Building Official(s) as required.
xi) Ensure that, when safe to do so, residents are given an opportunity to secure and/or remove personal property from damaged locations.
xii) Consider procedures/policies to expedite the establishment of new buildings/structures or repairs to damaged buildings/structures.
xiii) Ensure the safety of workers in the damaged area, including volunteers.
xiv) Continue to work with utilities (hydro, gas, and phone) to have services restored in a timely manner.
xv) Maintain accurate records of all emergency-related expenditures.
xvi) Investigate opportunities for provincial funding for Municipal expenditures.
xvii) Analyze the impact of the emergency on the municipal budget.
xviii) Prepare insurance claims on behalf of the municipality.
xix) Ensure that detailed financial records are maintained.
xx) Prepare a final report including recommendations.

19.3 Reporting

The Recovery Committee should establish a regular meeting schedule and a reporting schedule to Council to provide updates on the recovery process, to report on financial considerations, and any long-term budget implications.

20 PLAN ADMINISTRATION, MAINTENANCE AND REVIEW

20.1 Internal Procedure and Training

Each service or agency involved or identified in the Plan shall be responsible for preparing their own emergency operating procedures and shall be responsible for training their staff on the emergency procedures and expectations during an emergency.

Under the Act, all municipalities are responsible for conducting emergency management training programmes to ensure the readiness of employees of the municipality and other persons to act under their municipal emergency response plan.

Members of the Municipal Emergency MECG shall complete annual training as prescribed.

20.2 Annual Review

At a minimum, this plan will be reviewed annually by the CEMC in consultation with the Municipal Emergency Management Programme Committees. The Committees will test portions of the Plan each year using appropriate and planned emergency exercises. Following the exercises, After Action Reports will be completed by the CEMC and reviewed with the Committees for reporting to Council on recommended changes to the Plan, enhanced response capabilities and anticipated financial considerations.

The Emergency Management Programme Committees will give consideration to conducting a major review of this plan every five to ten years.

20.3 Amendments

Amendments to the Plan require Council approval. Council approval is not required for the following: changes or revisions to the appendices, or for minor editorial changes such as editorial changes to the text including page numbering, section numbering, reference changes or changes to references to provincial statutes and additions of definitions and acronyms.

20.4 Flexibility

No Emergency Response Plan can anticipate all of the varied emergencies that may arise in a changing community. During the course of the implementation of this plan in an emergency, some flexibility is expected to ensure health, safety, and welfare of residents and businesses.

21 APPENDIX A – ACROYNMS AND DEFINITIONS

The following definitions come from various sources including the Canadian Oxford Dictionary, the Emergency Management and Civil Protection Act, Office of the Fire Marshall and Emergency Management, and the National Fire Protection Association.

ARES – Amateur Radio Emergency Services

AAR – After Action Report

BIA – Business Impact Analysis

CANUTEC – Canadian Transport Emergency Centre

CAO – Chief Administrative Officer, a Co-Administrator, or a designated alternate of them

CBRNE – Chemical Biological, Radiological, Nuclear and Explosive

CACC – Central Ambulance Communication Centre

CCAC – Community Care Access Centre

CEMC – Community Emergency Management Coordinator

CI – Critical Infrastructure

DRAO – Disaster Relief Assistance for Ontarians

DWQMS – Drinking Water Quality Management Standards

ECA – Environmental Compliance Approval

EI – Emergency Information

EIC – Emergency Information Centre

EIO – Emergency Information Officer

EMAT – Emergency Medical Assistance Team

EMPC – Emergency Management Programme Committee

EOC – Emergency Operation Centre

ERP – Emergency Response Plan

FAD – Foreign Animal Disease

GWPS – Guelph Wellington Paramedic Services

HUSAR - Heavy Urban Search and Rescue

IAP – Incident Action Plan

ICP – Incident Command Post

IMS – Incident Management System

MECG – Municipal Emergency Control Group

MDRAP – Municipal Disaster Relief Assistance Program

MTO – Ministry of Transportation

NGO – Non-Government Organization

PAD – Priority Access Dialing

PEOC – Provincial Emergency Operation Centre

PIMS – Provincial Incident Management System

SCBA – Self Contained Breathing Apparatus

WDG Public Health – Wellington Dufferin Guelph Public Health

Approved – Formally accepted by a position in authority such as a Minister, CAO, or Municipal Head of Council

Buffer Zone – In a planning context, this zone is intended to separate the public and other facilities from the consequence of an incident involving hazardous materials. This zone describes the allowable land uses around a hazardous facility.

Business Impact Analysis – A process designed to prioritize business functions by assessing the potential quantitative (financial) and qualitative (non-financial) impact that might result if an organization was to experience a service disruption.

Community Emergency Management Coordinator – An individual officially designated by a community who is responsible and accountable for the community's emergency management program. The Community Emergency Management Coordinator must be, by definition, a municipal employee, as per the Municipal Act.

Consequence – The outcome of an event or situation expressed qualitatively or quantitatively, being a loss, injury, disadvantage or gain.

Service Continuity Plan – A plan developed and maintained to direct a Department/ Organizations internal response to an emergency.

Critical Infrastructure – Interdependent, interactive, interconnected networks of institutions, services, systems and processes that meet vital human needs, sustain the economy, (protect public safety and security), and maintain continuity of and confidence in government.

Declared Emergency – A signed declaration made in writing by the Head of Council or the Premier of Ontario in accordance with the Emergency Management and Civil Protection Act. This declaration is usually based on a situation or an impending situation that threatens public safety, public health, the environment, critical infrastructure, property, and/or economic stability and exceeds the scope of routine community activity.

Disaster – A serious disruption to an affected area, involving widespread human, property, environmental and/or economic impacts, that exceed the ability of one or more affected communities to cope using their own resources.

Emergency – A situation or an impending situation caused by the forces of nature, an accident, and an intentional act or otherwise that constitutes a danger of major proportions to life or property. These situations could threaten public safety, public health, the environment, property, critical infrastructure and economic stability.

Emergency Information – Information about an emergency that can be disseminated in anticipation of an emergency or during an emergency. It may provide situational information or directive actions to be taken by the public.

Emergency Management – Organized and comprehensive programs and activities taken to deal with actual or potential emergencies or disasters. These include mitigation against, preparedness for, response to and recovery from emergencies or disasters.

Emergency Management Programme Committee – The emergency management programme committee is the critical management team that oversees the development, implementation and maintenance of a community emergency management program.

Emergency Operations Centre – The EOC is a facility where the Municipal Emergency MECG assembles to manage an emergency.

Emergency Response Plan – A risk-based plan developed and maintained to respond to an emergency. This includes steps to guide the response effort, identify persons, equipment, and resources for activation in an emergency and outlines how they will be coordinated.

Emergency Response Organization – Group or organization with staff trained in emergency response that are prepared and may be called upon to respond as part of the coordinated response to an emergency.

Emergency Site Manager/Incident Commander – Public sector official (usually fire, police, ambulance or Public Works/Infrastructure Services) at the site, in charge of coordinating resources and developing actions to resolve the emergency situation.

Emergency Response – Coordinated public and private response to an emergency.

Emergency Medical Service – Guelph-Wellington Paramedic Service is the emergency medical services provider for Wellington County and the City of Guelph.

Evacuation – The removal of persons from a given area that has been deemed as an actual or potential danger zone or may be impacted by an emergency.

Evacuation Centre – A facility to provide shelter, food and other services to a group of people who have been evacuated from an area.

Evacuation Registration – A process to account for displaced persons. This process usually takes place at designated reception centres.

Evaluation – The process of assessing the effectiveness of an emergency management programme, plan and/or exercise etc.

Foreign Animal Disease – A subset of reportable diseases, which are foreign – not common - to Canada. Many diseases have been eradicated in Canada, or have never been presented, but could still occur and would easily threaten the health of domestic herds and flocks. Some examples are Avian Influenza, Foot and Mouth Disease and Bovine Spongiform Encephalopathy (BSE).

Hazard – A phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage. These may include natural, technological or human-caused incidents or some combination of these.

Hazard Identification – The process of defining and describing a hazard, including its physical characteristics, magnitude and severity, probability and frequency, causative factors, and locations/areas affected.

Head of Council – Includes the County Warden, the Mayors of the member municipalities, and their designated alternates.

Heavy Urban Search and Rescue Team – A multi-service, multi-skilled, and multi-functional task force that is trained and prepared to locate, treat and remove persons trapped in collapsed structures.

Incident Management System – The combination of facilities, equipment, staff, operating procedures, and communications operating within a common organizational structure, with responsibility for the management of assigned resources, to effectively respond to an incident or emergency/disaster.

Municipal Emergency Control Group (MECG) – The Municipal Emergency Control Group operating from the community Emergency Operations Centre is responsible for coordinating municipal emergency response and recovery activities. The Municipal Emergency Control Group usually includes leading community officials, emergency management representatives and other relevant staff.

Municipality – Means the County of Wellington, the Township of Centre Wellington, the Town of Erin, the Township of Guelph/Eramosa, the Township of Mapleton, the Town of Minto, the Township of Puslinch and/or the Township of Wellington North.

Mutual Aid Agreements – An agreement developed between two or more emergency services to render aid to the parties of the agreement. These types of agreements can include the private sector emergency services when appropriate.

Mutual Assistance Agreement – An agreement developed between two or more jurisdictions to render assistance to the parties of the agreement. Jurisdictions covered with these types of agreements could include neighbouring cities, regions, provinces or nations.

Municipal Disaster Relief Assistance Programme – An emergency financial assistance programme administered by the Ministry of Municipal Affairs and Housing.

Ministry of Emergency Preparedness and Response – Is a Ministry of the Province of Ontario. They are responsible for monitoring, coordinating and assisting in the development and implementation of emergency management programs in Ontario.

Priority Access Dialing – A database system administered by Industry Canada and maintained by the CEMC. It is used to identify telephone landlines and some wireless lines that are considered essential for emergencies. Numbers are entered in the database which protects them by limiting the telephone line load on a telephone switch so that the priority lines can continue to be used when the telephone switch is fully loaded with traffic.

Private Sector – A business or industry not owned or managed by any level of government.

Public Sector – A particular element or component of government, i.e. police, fire and Public Works/Infrastructure Services, of a municipal, provincial or federal government.

Reception Centre – Usually located outside the impact zone of the emergency, the reception centre is a place to which evacuees can go to register, receive assistance for basic needs, information and referral to a shelter if required.

Recovery – The process of restoring a stricken community to a pre-disaster level of functioning. This may include the provision of financial assistance, repairing buildings and/or restoration of the environment.

Response – The provision of emergency services and public assistance or intervention during or immediately after an incident in order to protect people, property, the environment, the economy and/or services. This may include the provision of resources such as personnel, services and/or equipment.

Response Organization – Group or organization with personnel trained in local emergency response, whether medical or not, who are prepared and may be called upon to respond as part of the coordinated response to an emergency e.g., industrial response teams, CERV, etc.

Risk – A chance or possibility of danger, loss, injury, or other adverse consequences.

Risk Assessment – A methodology to determine the nature and extent of risk by analyzing potential hazards and the evaluation of vulnerabilities and consequences.

Shall – Indicates a mandatory requirement.

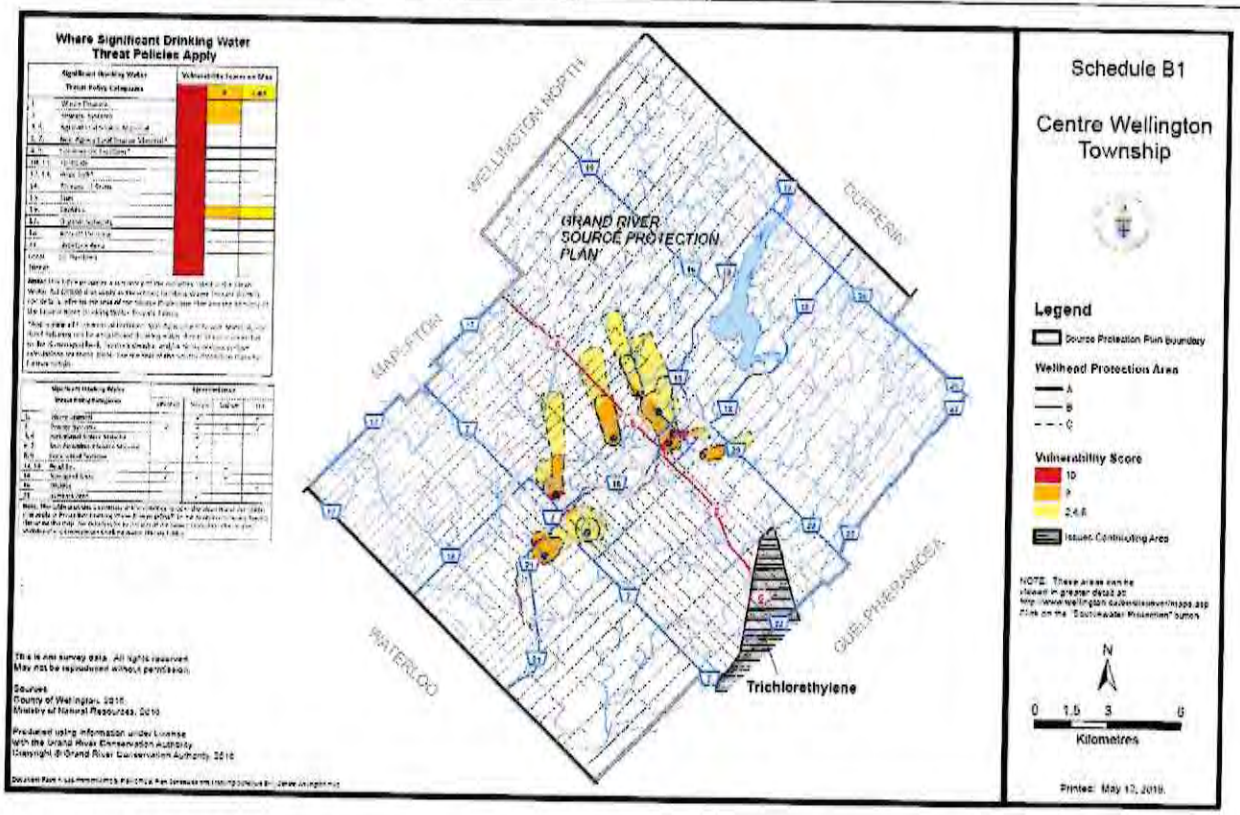
Should – Indicates a recommendation or that which is advised but not required.

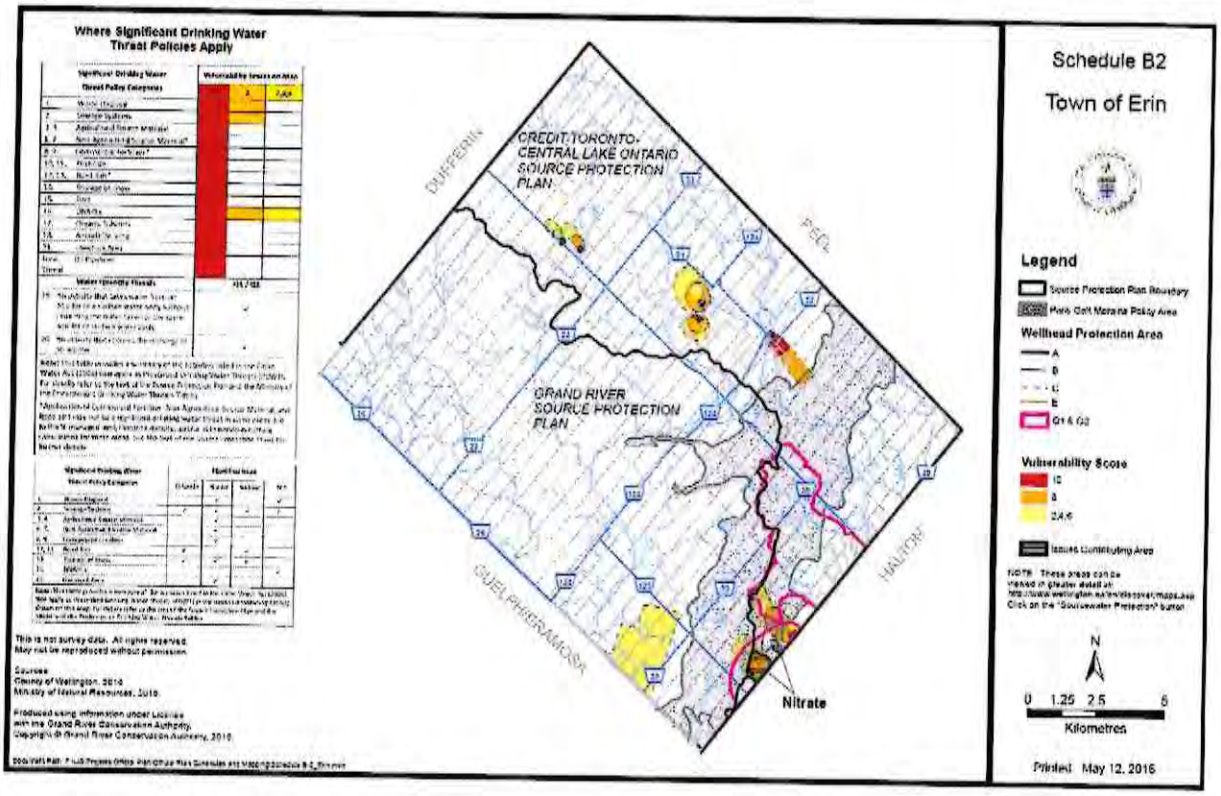
Telecommunications – Is the transmission and/or receipt of messages, for communicating over some distance, via a range of technical systems including radio and microwave communications, as well as fiber optics, satellites and the Internet.

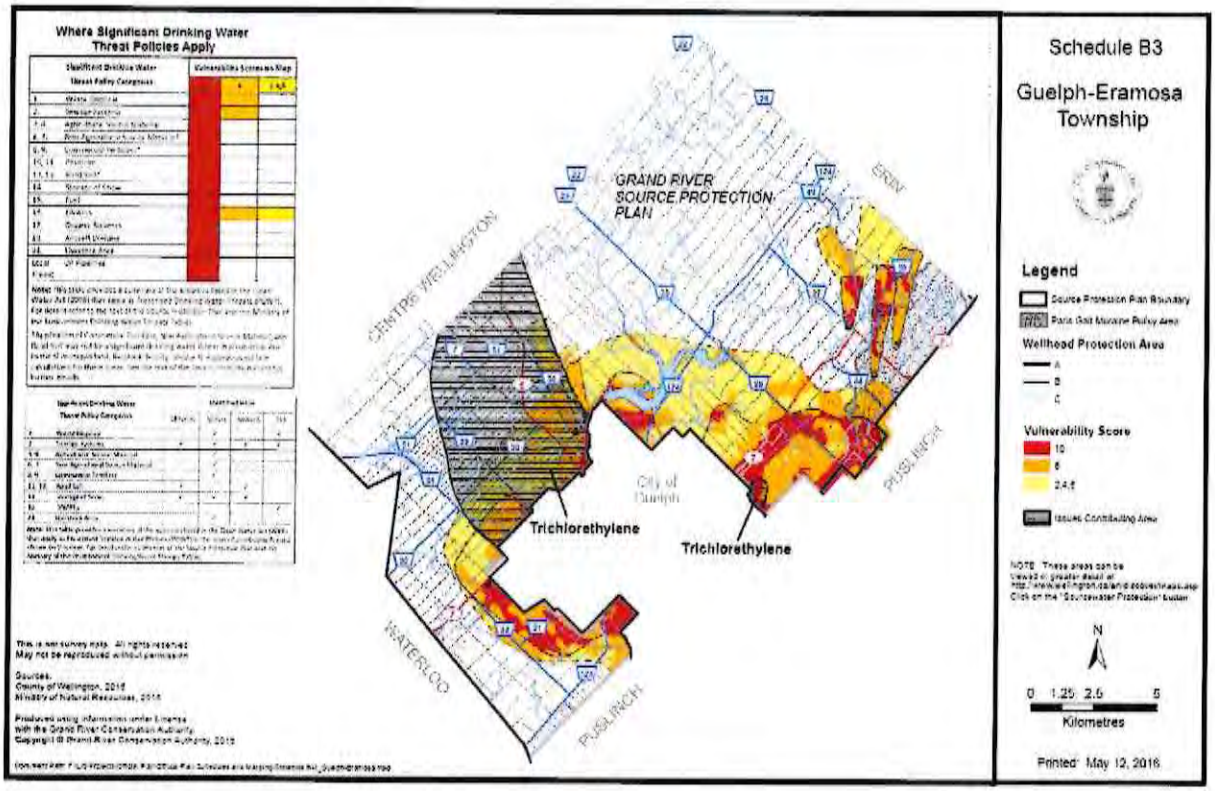
Threat – Any event that has the potential to disrupt or destroy critical infrastructure, or any element thereof. Threat includes accidents, natural hazards as well as deliberate attacks.

Vulnerability – The degree of susceptibility and resilience of the community and environment to hazards, the characteristics of a community or system in terms of its capacity to anticipate, cope with and recover from events.

22 APPENDIX B – SCHEDULE B1-B7 DRINKING WATER VULNERABLE AREA MAP SCHEDULES BY MUNICIPALITY






Where Significant Drinking Water Threat Policies Apply
GRAND RIVER SOURCE PROTECTION PLAN
CENTRE WELLINGTON
ERIN
City of Guelph
PUSLINCH
WATERLOO
Trichlorethylene
Trichlorethylene
Schedule B3
Guelph-Eramosa Township
Legend
Source Protection Plan Boundary
Wellhead Protection Area
A
B
C
Vulnerability Score
10
8
2,4,6
Issues Contributing Area
NOTE: These areas can be viewed in greater detail at http://www.wellington.ca/en/environmentmaps.asp Click on the "Sourcewater Protection" button
N
0 1.25 2.5 5
Kilometres
Printed: May 12, 2016
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Sources:
County of Wellington, 2016
Ministry of Natural Resources, 2016
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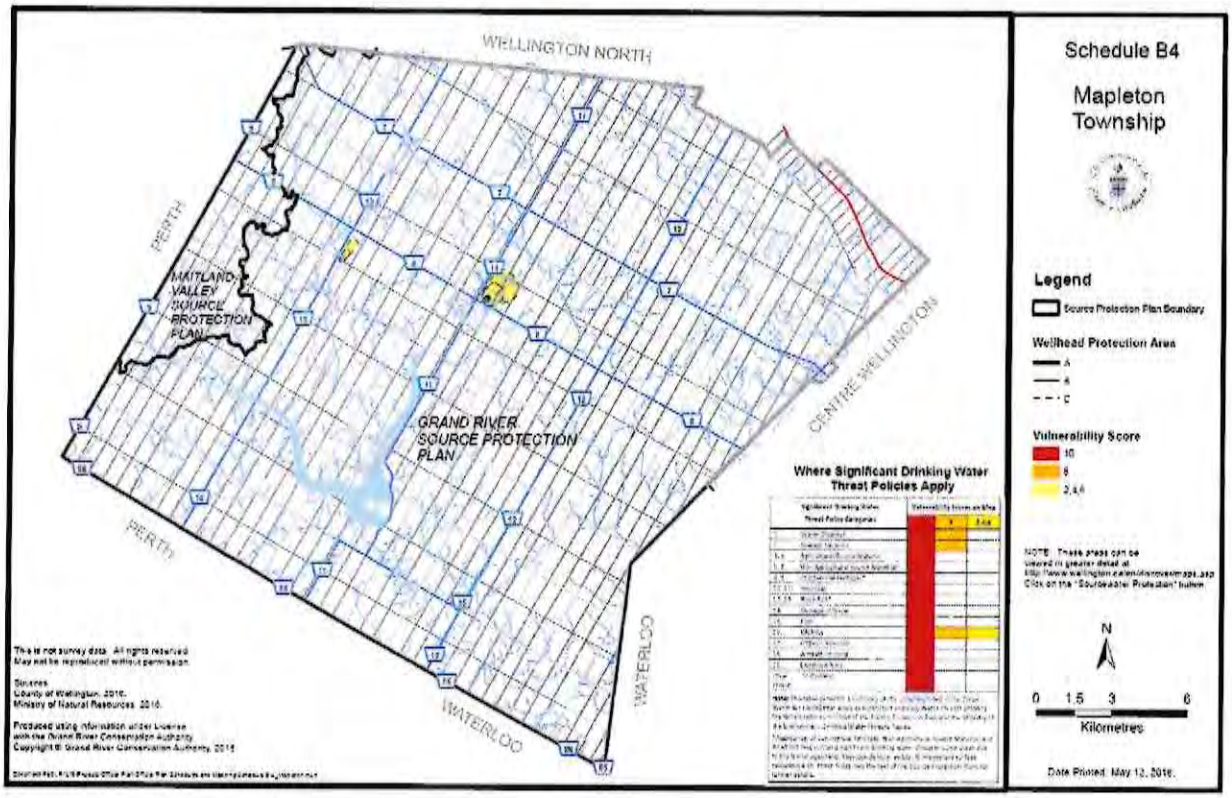
WELLINGTON NORTH
PERTH
MAITLAND VALLEY SOURCE PROTECTION PLAN
GRAND RIVER SOURCE PROTECTION PLAN
CENTRE WELLINGTON
PERTH
WATERLOO
WATERLOO
Where Significant Drinking Water Threat Policies Apply
Schedule B4
Mapleton Township
Legend
Source Protection Plan Boundary
Wellhead Protection Area
A
B
C
Vulnerability Score
10
8
2,4,6
NOTE: These areas can be viewed in greater detail at http://www.wellington.ca/en/environmentmaps.asp Click on the "Sourcewater Protection" button
N
0 1.5 3 6
Kilometres
Date Printed: May 12, 2016
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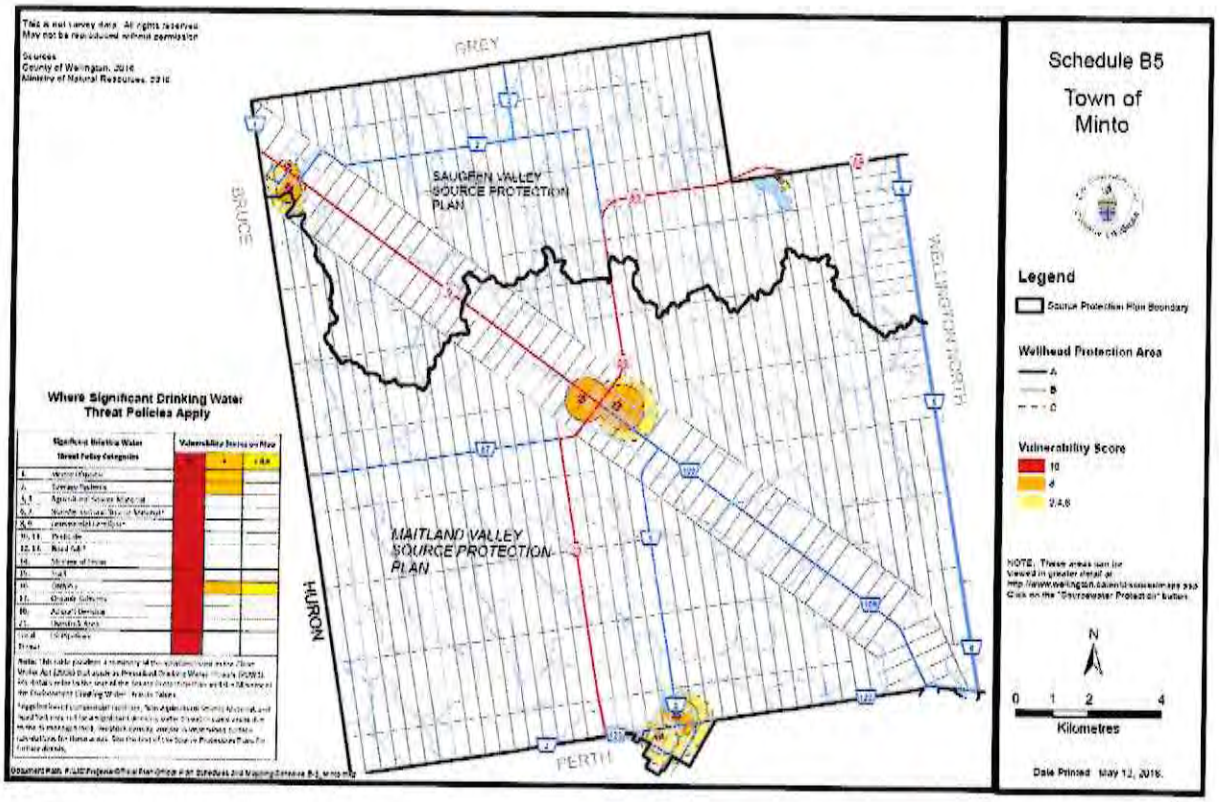
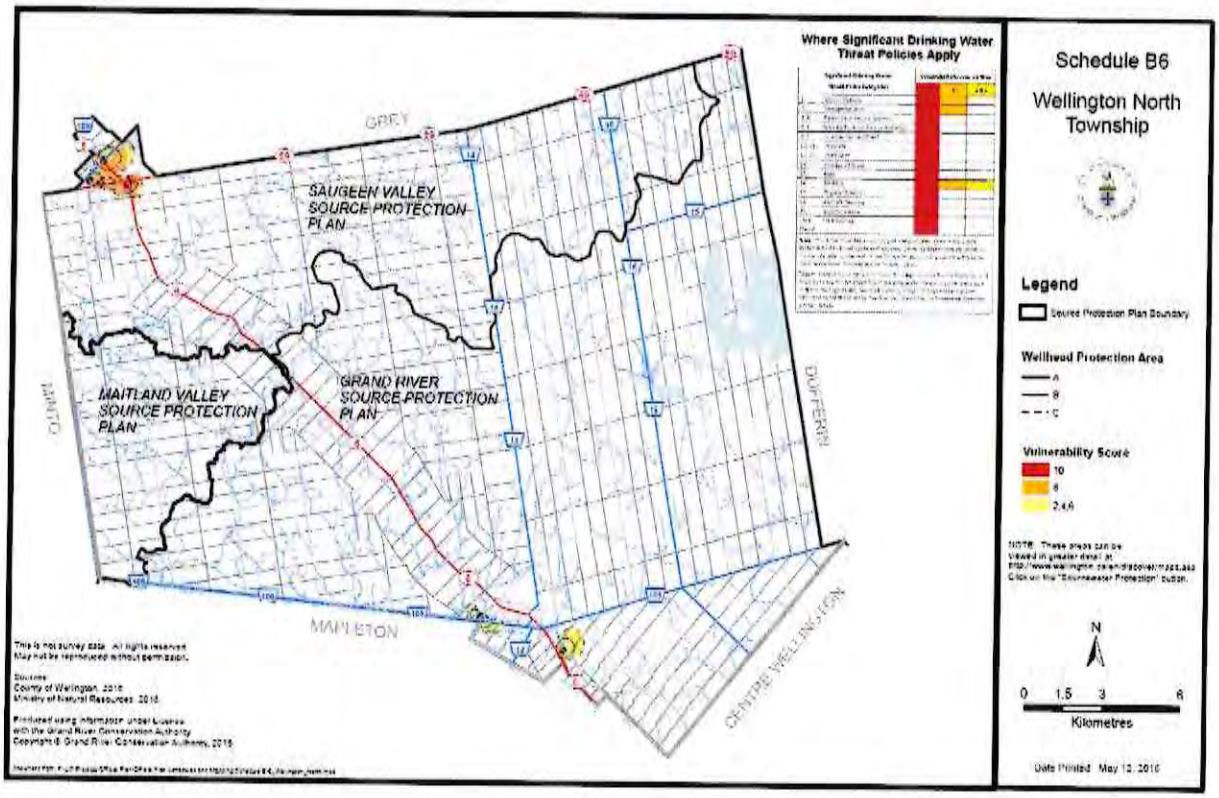
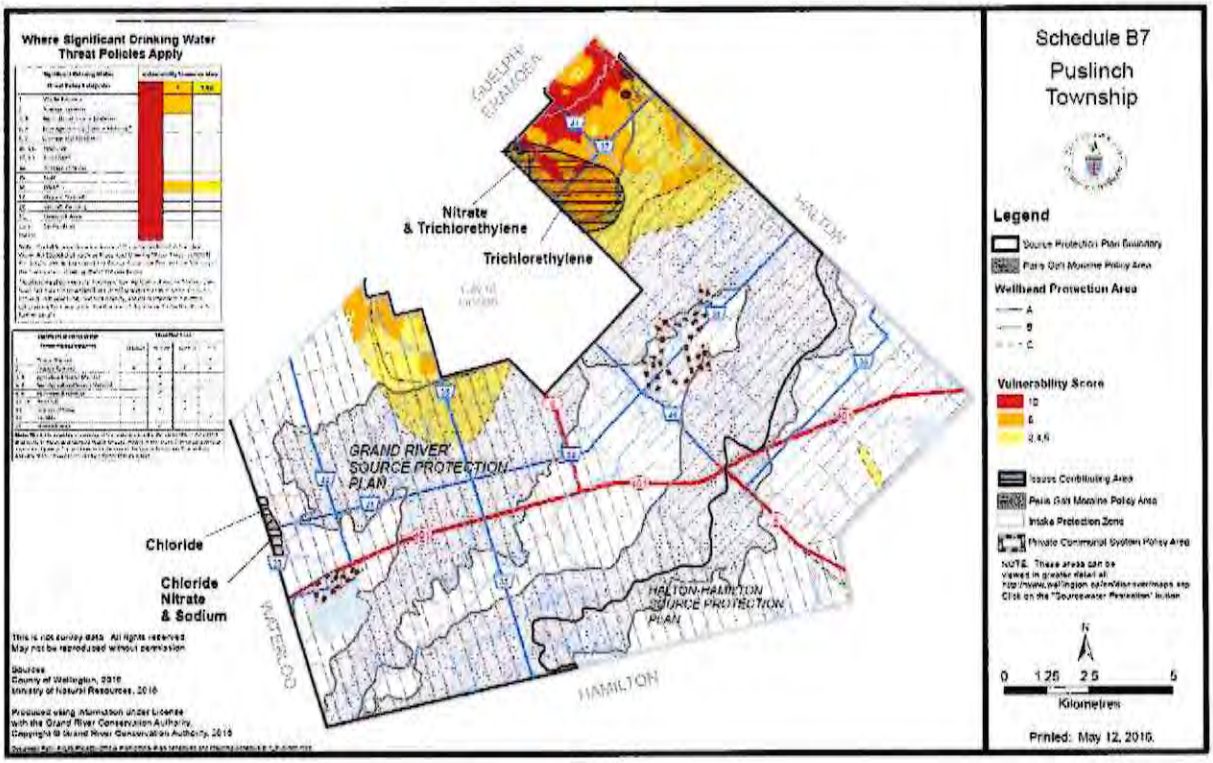

Schedule B5
Town of Minto
Legend
Source Protection Plan Boundary
Wellhead Protection Area
A
B
C
Vulnerability Score
10
8
2,4,6
Where Significant Drinking Water Threat Policies Apply
SAUGEEN VALLEY SOURCE PROTECTION PLAN
MAITLAND VALLEY SOURCE PROTECTION PLAN
GREY
BRUCE
HURON
PERTH
WELLINGTON NORTH
N
0 1 2 4
Kilometres
Date Printed May 12, 2016.


Schedule B6
Wellington North Township
Legend
Source Protection Plan Boundary
Wellhead Protection Area
A
B
C
Vulnerability Score
10
8
2,4,6
Where Significant Drinking Water Threat Policies Apply
SAUGEEN VALLEY SOURCE PROTECTION PLAN
MAITLAND VALLEY SOURCE PROTECTION PLAN
GRAND RIVER SOURCE PROTECTION PLAN
GREY
DUFFERIN
CENTRE WELLINGTON
MAPLETON
N
0 1.5 3 6
Kilometres
Date Printed May 12, 2016


Where Significant Drinking Water Threat Policies Apply
Nitrate & Trichlorethylene
Trichlorethylene
GRAND RIVER SOURCE PROTECTION PLAN
Chloride
Chloride Nitrate & Sodium
HALTON-HAMILTON SOURCE PROTECTION PLAN
WATERLOO
HAMILTON
Schedule B7
Puslinch Township
Legend
Wellhead Protection Area
Vulnerability Score
Kilometres
Printed: May 12, 2016.

23 APPENDIX C – MECG Member Responsibilities

The table below is in relation to Section 9.3 Responsibilities of MECG Members, to note how each title relates to the titles at the County and with each member municipality.

Title as listed in ERP	County of Wellington	Township of Centre Wellington
Head of Council	Warden	Mayor
Senior Administrative Municipal Official	CAO	CAO
Fire Chiefs	N/A	No Change
Senior Municipal Road Authority Official	Manager of Roads/ County Engineer	Managing Director of Infrastructure Services
Senior Municipal Water/Waste Water Official	NA	Manager of Environmental Services
Treasurer	No Change	Managing Director of Corporate Services & Treasurer
Social Services Administrator	No Change*	No Change*
Wellington Terrace Administrator	No Change**	N/A
CEMC	Emergency Manager	Emergency Manager
Human Resources Administrator	Director of HR	Manager of HR
Manager, Purchasing and Risk Management Services	No Change**	NA
IT Services Support Staff	Director of IT	NA
Municipal Official Responsible for Facilities	Construction and Property Manager	Managing Director of Community Services
Facilities Manager	Asset Management Coordinator	Manager of Parks and Facilities
*This title serves the County and all member municipalities		
**This title only exists at the County level and only serves at the County level		

APPENDIX C – CONTINUED

Title as listed in ERP	Town of Erin	Township of Guelph Eramosa
Head of Council	Mayor	Mayor
Senior Administrative Municipal Official	CAO	CAO
Fire Chiefs	No Change	No Change
Senior Municipal Road Authority Official	Director of Infrastructure Services	Manager Public Works
Senior Municipal Water/Waste Water Official	Director of Infrastructure Services	Sewer & Water Foreman
Treasurer	Director of Finance and Treasurer	Director of Finance
Social Services Administrator	No Change*	No Change*
Wellington Terrace Administrator	N/A	N/A
CEMC	Emergency Manager	Emergency Manager
Human Resources Administrator	N/A	N/A
Manager, Purchasing and Risk Management Services	N/A	N/A
IT Services Support Staff	IT	N/A
Municipal Official Responsible for Facilities	N/A	Director of Parks & Recreation
Facilities Manager	N/A	Director of Parks & Recreation
*This title serves the County and all member municipalities		
**This title only exists at the County level and only serves at the County level		

APPENDIX C – CONTINUED

Title as listed in ERP	Township of Mapleton	Town of Minto
Head of Council	Mayor	Mayor
Senior Administrative Municipal Official	CAO	CAO
Fire Chiefs	No Change	No Change
Senior Municipal Road Authority Official	Director of Public Works	Roads and Drainage Manager
Senior Municipal Water/Waste Water Official	Manager of Public Works	Roads and Drainage Manager
Treasurer	Director of Finance	Treasurer/Deputy CAO
Social Services Administrator	No Change*	No Change*
Wellington Terrace Administrator	N/A	N/A
CEMC	Emergency Manager	Emergency Manager
Human Resources Administrator	N/A	Clerk's Assistant/HR Coordinator
Manager, Purchasing and Risk Management Services	N/A	N/A
IT Services Support Staff	N/A	N/A
Municipal Official Responsible for Facilities	Director of Public Works	Director of Community Services
Facilities Manager	Director of Public Works	Director of Community Services
*This title serves the County and all member municipalities		
**This title only exists at the County level and only serves at the County level		

APPENDIX C – CONTINUED

Title as listed in ERP	Township of Puslinch	Township of Wellington North
Head of Council	Mayor	Mayor
Senior Administrative Municipal Official	CAO	CAO
Fire Chiefs	No Change	No Change
Senior Municipal Road Authority Official	Director of Public Works, Parks and Facilities	Director of Operations
Senior Municipal Water/Waste Water Official	Director of Public Works, Parks and Facilities	Manager Environmental and Development Services
Treasurer	Director of Finance & Treasurer	No Change
Social Services Administrator	No Change*	No Change*
Wellington Terrace Administrator	N/A	N/A
CEMC	Emergency Manager	Emergency Manager
Human Resources Administrator	N/A	N/A
Manager, Purchasing and Risk Management Services	N/A	N/A
IT Services Support Staff	Deputy Clerk	N/A
Municipal Official Responsible for Facilities	Director of Public Works, Parks and Facilities	Director of Operations
Facilities Manager	Director of Public Works, Parks and Facilities	No Change
*This title serves the County and all member municipalities		
**This title only exists at the County level and only serves at the County level		

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 089-2025

Being a By-law to amend By-law 2022-046, being the Township's Procedural By-law for Meetings of Council and Committees

WHEREAS the *Municipal Act, 2001, S.O. 2001, Chapter 25, Section 238* requires that every municipality and local Board shall pass a procedure By-Law for governing the calling, place and proceedings of meetings, for public notice of meetings and for electronic participation in meetings;

AND WHEREAS Council passed By-law 2022-046 being a by-law to establish procedure for Meetings of Council and Committees;

THEREFORE the Corporation of the Township of Puslinch by the Council hereby amends By-Law No 2022-046 as follows:

1. That Section 5.6 Electronic Participation be amended as follows:

   5.6 ELECTRONIC PARTICIPATION

   (a) The decision pertaining to whether a meeting is in-person or virtual shall apply to all Members of Council and Committee except in the case of Emergency Meetings in accordance with Section 5.5 of this By-law or where a Committee member has received express permission from Council to attend virtually in advance of the meeting. Electronic participation is permitted for Members of Council and Committee in the case of Emergency Meetings in accordance with Section 5.5 of this By-law or at a Special Council or Committee Meeting in accordance with Section 5.4 of this By-law. Staff may participate either in-person or virtually at the discretion of the CAO.

2. That Section 7.4 (b) (ii) Specific Interest Delegations be amended as follows:

   (ii) For the purpose of Council and Committee agendas, Specific Interest Delegations have until 11:00 A.M. the business day prior to the Meeting to notify the Clerk that they wish to register as a delegation by submitting a written submission using the prescribed form.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17 DAY OF DECEMBER 2025.

_____
James Seeley, Mayor

_____
Justine Brotherston, Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-090

Being a By-law to amend By-law 063-2021 being a by-law to prohibit heavy vehicles on municipal highways.

WHEREAS the Council of The Corporation of the Township of Puslinch (the "Township") enacted By-law Number 063-2021 on December 15, 2021 being the "Heavy Vehicle By-law" within the Township; and

WHEREAS section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the "*Municipal Act, 2001*") provides that the powers of a municipality shall be interpreted broadly to enable the municipality to govern its affairs as it considers appropriate;

AND WHEREAS subsection 11(2)-(3) of the *Municipal Act, 2001* authorizes lower-tier municipalities to pass by-laws respecting the health, safety and well-being of persons, highways, including parking and traffic on highways, and the protection of persons and property;

AND WHEREAS subsection 27(1) of the *Municipal Act, 2001* permits the Township to pass by-laws with respect to a highway(s) where it has jurisdiction;

AND WHEREAS Section 35 of the Municipal Act, 2001 provides broad authority for the Township to pass by-laws restricting the common law right of passage by the public over a highway;

AND WHEREAS Council for the Township passed By-law No. 2025-043 to establish an administrative monetary penalty system pursuant to Sections 102.1 and 434.1 of the *Municipal Act*;

AND WHEREAS Section 434.1 of the *Municipal Act* permits a municipality to require a person subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a by-law passed under the *Municipal Act*;

AND WHEREAS Subsection 434.1(4) of the *Municipal Act* states that the Township may require a person, who contravenes this By-law, to either pay an administrative penalty or be charged with an offence but not both for the same contravention;

AND WHEREAS the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56 regulates the collection, use, and disclosure of personal information by municipalities, including images captured by surveillance systems where used for the purposes of law enforcement or necessary for the proper administration of a lawfully authorized activity;

AND WHEREAS the Council of The Corporation of the Township of Puslinch deems it necessary and appropriate to erect Camera Systems (hereinafter defined) to enforce its Heavy Traffic By-law on highways owned by the Township;

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

1. Section 1 of Township By-law No. 063-2021 shall hereby amended to add the following definitions thereto:

    a. "Administrative Fees" means any administrative fees as defined in the Administrative Monetary Penalty System By-law.

    b. **"**Administrative Monetary Penalty System By-law" means Township By-law No. 2025-043, as amended or replaced from time to time.

c. “Administrative Penalty” means any administrative penalty as defined in the Administrative Monetary Penalty System By-law.

d. “Camera System” or “Camera Systems” means any video, photographic, or time-lapse recording device, including fixed or mobile cameras, installed or used by the Township or its agents to monitor and record activity in support of by-law enforcement.

e. “Certified Heavy Vehicle Photograph” shall mean any photograph(s) or recording(s) as obtained from a Camera System and certified by an Enforcement Officer in accordance with this By-law.

f. “Designated Provisions” means the designated provisions of this By-law as described in Section 5.2.

g. “Enforcement Officer” means a person appointed by the Township as a Municipal Law Enforcement Officer or Provincial Offences Officer.

h. “*Highway Traffic Act*” means the *Highway Traffic Act*, R.S.O. 1990, c. H.8, as amended.

i. “MFIPPA” means the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56, as amended.

j. “*Municipal Act, 2001*” means the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

k. “Penalty Notice” means a penalty notice as described in Administrative Monetary Penalty System By-law.

l. “*Provincial Offences Act*” means the *Provincial Offences Act*, R.S.O 1990, c. P.33, as amended.

m. “Owner” shall be a person(s) who is the registered owner of a Heavy Vehicle.

2. Section 4 of Township By-law No. 063-2021 shall hereby amended to insert the following sections thereto:

a. 4.2 The Township is authorized to install and operate Camera Systems on municipal property or within municipal rights-of-way for the purpose of collecting evidence related to actual or potential contraventions of Township by-laws.

b. 4.3 Enforcement Officers may use the photographs or recordings collected from Camera Systems as part of an investigation or enforcement action, provided that such use complies with the requirements of MFIPPA.

c. 4.4 Any evidence collected by a Camera System may be used by an Enforcement Officer in support of issuing a Penalty Notice for an Administrative Penalty as described in the Administrative Monetary Penalty System By-law, or an Order, Notice of Violation, and/or laying a charge under a Township by-law pursuant to the Provincial Offences Act.

d. 4.5 An Enforcement Officer shall only certify a photograph or recording from Camera Systems, where the photograph or recording may show or have superimposed upon it any information or data, including:

(i) The time and date when the photograph or recording was taken;

(ii) A description of the location where the photograph or recording was taken, including the names of the streets and the direction of travel; and

(iii) Clearly shows the number plate of the vehicle that is subject of the photograph or recording and as much of the rest of the photograph as is necessary to show that the enlargement is of part of that photograph or recording.

e. 4.6 Certified Heavy Vehicle Photograph shall be received in evidence as proof, in the absence of evidence to the contrary, that the Certified Heavy Vehicle Photograph was obtained through the use of a Camera System.

f. 4.7 In the absence of evidence to the contrary, a Certified Heavy Vehicle Photograph obtained through a Camera System is proof that,

(i) information shown or superimposed on the front or back of the Certified Heavy Vehicle Photograph that was authorized by this By-law;

(ii) the driver of a Heavy Vehicle has driven, moved, or operated on a Highway set out in Column I of Schedule “A” attached hereto and forming part of this By-Law between the limits set out in Column 2 of the said Schedule at any time contrary to this By-law;

(iii) the Owner permitted the actions of the driver in Section 4.7(ii); and

(iv) No exemption is found to apply as described in Section 3.

g. 4.8 An enlargement or reproduction of a Certified Heavy Vehicle Photograph or part of a Certified Heavy Vehicle Photograph taken by a Camera System is not required to show or have superimposed on it any information, if the enlargement or reproduction is tendered in evidence together with the Certified Heavy Vehicle Photograph of which it is an enlargement or reproduction.

h. 4.9 All Camera Systems shall be operated in accordance with applicable privacy laws.

i. 4.10 Where feasible and appropriate, signage shall be posted to notify the public of the operation of Camera Systems in accordance with MFIPPA.

j. 4.11 The Township shall implement procedures governing:
(i) The collection and retention of recordings;
(ii) The use and disclosure of personal information captured;
(iii) Access control and storage security; and
(iv) Public notice of surveillance where appropriate.

k. 4.12 Evidence of an Owner involved in the alleged contravention of this By-law may be set out in a certificate of offence or it may be set out in a separate document including where the Township commences a proceeding by laying an information.

3. Section 2.1 of the Township By-law No. 063-2021 shall be hereby repealed and replaced with the following:

No Owner shall permit a person to move, drive, stand, stop, park, or operate a Heavy Vehicle on the Highways set out in Column I of Schedule “A” attached hereto and forming part of the By-law between the limits set out in Column 2 of the said Schedule at any time.

4. Section 3.2 of the Township By-law No. 063-2021 shall hereby be repealed and replaced with the following:

Subsection 2.1 shall not apply to an Owner for a person operating their Heavy

Vehicle where the person is actually engaged in travelling to and from their place of residence or business located in the Township of Puslinch which cannot be reached except by way of Highway or portion of Highway referred to in Schedule "A" provided that said Highway or portion of Highway is travelled only in so for as is unavoidable in getting to and from the owner or operator's place of residence or business; and provided that the parking of the Heavy Vehicle is permitted at the property in accordance with the Township's Zoning By-law.

5. Section 5.1 of the Township By-law No. 063-2021 shall be hereby repealed and replaced with the following:

   Any Owner who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided in the *Provincial Offences Act*.

6. Section 5.3 of the Township By-law No. 063-2021 shall be hereby repealed and replaced with the following:

   Any Owner shall be liable to pay an Administrative Penalty and any Administrative Fees upon issuance of a Penalty Notice for a contravention of this By-law in accordance with the Administrative Monetary Penalty System By-law.

7. Section 5.4 of the Township By-law No. 063-2021 shall hereby be repealed and replaced with the following:

   All the provisions of this By-law shall continue to apply pursuant to the *Provincial Offences Act* and/or the Township's Administrative Monetary Penalty System By-law. For greater certainty, the Township may enforce a contravention of this By-law through the Township's Administrative Monetary Penalty System By-law and the *Provincial Offences Act*, but not both for the same contravention.

8. Section 5.5 of the Township By-law No. 063-2021 shall hereby be repealed upon this By-law coming into effect.

9. This By-law shall come into effect on December 17, 2025.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17th DAY OF DECEMBER, 2025.

_____

James Seeley, Mayor

_____

Justine Brotherston, Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-091

Being a By-Law to appoint a Deputy Clerk

WHEREAS the *Municipal Act, S.O. 2001, c. 25*, as amended provides that Council of a municipality may appoint a Deputy Clerk who has all the powers and duties of the Clerk under the *Municipal Act* and any other Act;

AND WHEREAS it is deemed expedient to appoint a Deputy Clerk;

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

1. That Laura Emery be and is hereby appointed Deputy Clerk for the Township of Puslinch.

2. That this By-law shall come into effect on December 17, 2025

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17th DAY OF DECEMBER 2025.

_____
James Seeley, Mayor

_____
Justine Brotherston, Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-092

Being a by-law to authorize the entering into a Funding Agreement with Firehouse Subs Public Safety Foundation of Canada.

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 appropriate to enter into a Funding Agreement with Firehouse Subs Public Safety Foundation of Canada for the purchase of Fire Hoses and Nozzles.

AND WHEREAS the Council for the Corporation of the Township of Puslinch deems it expedient to delegate authority to the Chief Administrative Officer to execute on behalf of the Township amendments to the Agreement that have no budgetary impact.

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

1. That the Corporation of the Township of Puslinch enter into a Funding Agreement with Firehouse Subs Public Safety Foundation of Canada.

2. That the Mayor and Municipal Clerk are hereby authorized to execute the Funding Agreement.

3. That the Chief Administrative Officer be authorized to execute on behalf of the Township amendments to the Funding Agreement that have no budgetary impact.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 17th DAY OF December 2025.

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James Seeley, Mayor

_____
Justine Brotherston, Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-094

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its Council meeting held on December 17, 2025.

WHEREAS by Section 5 of the *Municipal Act, 2001, S.O. 2001, c.25* the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS by Section 5, Subsection (3) of the *Municipal Act,* a municipal power including a municipality's capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Puslinch at its Council meeting held on December 17, 2025, 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 17 DAY OF DECEMBER 2025.

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James Seeley, Mayor

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Justine Brotherston, Municipal Clerk