THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 27, 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

DATE: Wednesday August 27, 2025
REGULAR MEETING: 10:00 A.M.
CLOSED MEETING: Directly following Section 13 Announcements

≠ 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 July 23, 2025 Special Council Meeting Minutes
- 6.1.2 July 9, 2025 Council Meeting Minutes
- 6.1.3 July 8, 2025 Committee of Adjustment Meeting Minutes

6.1.4 July 8, 2025 Planning and Development Advisory Committee Meeting Minutes
6.1.5 June 10, 2025 Committee of Adjustment Meeting Minutes
6.1.6 June 10, 2025 Planning and Development Advisory Committee Meeting Minutes
6.1.7 May 28, 2025 Public Information Meeting Minute
6.2 AMO Policy Update - Comments on Bill 9, OPP Billing Review, Waste Management and OMA Consultations at the AMO Conference
6.3 AMO Policy Update - IESO Releases Final LT2 Documents, Trade and Tariff Webinar
6.4 City of Orangeville Council Resolution regarding Elect Respect Campaign
6.5 City of St. Catherines Council Resolution regarding Elect Respect Pledge
6.6 The Town of The Blue Mountains Council Resolution regarding TC Energy's Proposed Battery Storage Project
6.7 Village of Burks Falls Council Resolution regarding the Opposition of Battery Energy Storage System facilities
6.8 Town of Erin Council Resolution regarding the Opposition of Bill 17
6.9 Town of Goderich Council Resolution regarding Opposition of Bill 17
6.10 Ministry of Natural Resources Proposed Regulations to Support the Implementation of the Proposed Geologic Carbon Storage Act 2025, if passed
6.11 Township of North Glengarry Council Resolution regarding Request to amend Ontario regulation 39121 blue box
6.12 Municipality of Strathroy-Caradoc Council Resolution regarding Ontario Regulation 391-21 Blue Box
6.13 Township of Otonabee-South Monaghan Council Resolution regarding Opposition of Bill C-2, section 77.5
6.14 Township of Wellington North Council Resolution regarding Critical Ground - Why Soil is Essential Report
6.15 Township of Amaranth Council Resolution regarding County Road 109 Corridor Study
6.16 Municipality of West Nipissing Council Resolution regarding Moratorium on Aerial Spraying
6.17 June Monthly Monitoring Report, Mill Creek Pit License #5738
6.18 County of Wellington OPP - May 2025 Detachment Commander's Report
6.19 Grand River Conservation Authority Summary of General Membership Meeting June 2025
6.20 County of Wellington Notice of Complete Application – OP-2025-01

Recommendation:
That the Consent Agenda items listed for the August 27, 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 10:05 A.M. Delegation by Christine Veit of Safe Communities regarding the Community Safety and Well-Being Plan

Recommendation:
That the delegation by Christine Veit regarding the Safe Communities Community Safety and Well-Being Plan be received for information.

8. **Public Meeting**

8.1 September 17, 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 Proposed User Fees and Charges By-law

9. **Reports ≠**

9.1 **Puslinch Fire and Rescue Services**

9.1.1 **None**

9.2 **Finance Department**

9.2.1 **None**

9.3 **Office of the CAO**

9.3.1 **None**

9.4 **Corporate Services Department**

9.4.1 **Report COR-2025-033 Reporting out from Council Direction Update ≠**

Recommendation:
That Report COR-2025-033 entitled Reporting Out from Council Direction Update be received for information; and,

That Council staff to provide the peer review of the 2024 Ground Water Monitoring Report and Ecology Report for Mill Creek Pit to the Pit Operator for response and the MNR for their information.

9.4.2 **Report COR-2025-034 Shooting Range Complaint Resolution Protocol ≠**

Recommendation:
That Report COR-2025-034 entitled Shooting Range Complaint Resolution Protocol (Protocol) be received; and

That Council endorse the Protocol as [amended/presented] with the third and final reading of the Shooting Range By-law at a future meeting.

9.5 **Building Department**

9.5.1 **None**

9.6 **Public Works Department**

9.6.1 **None**

9.7 **Recreation Department**

9.7.1 **None**

10. **Correspondence ≠**

10.1 Ministry of Natural Resources Proposed Updates to Certain Operational Policies under the Aggregates Resource Act ≠

Recommendation:
That Correspondence Item 10.1 Ministry of Natural Resources Proposed Updates to Certain Operational Policies under the Aggregates Resource Act be received for information; and,

That Council direct staff to request a copy of TAPMO's review of the policy updates for consideration.

10.2 Hamilton Conservation Authority – 2024 Audited Financial Statements ≠

Recommendation:
That Correspondence Item 10.2 Hamilton Conservation Authority – 2024 Audited Financial Statements 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 BL2025-069 being a by-law to appoint a Municipal Law Enforcement and Property Standards Officer

Recommendation:
That the by-law 2025-069 be taken as read three times and finally passed in open Council.

13. **Announcements**

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

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

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

15. **Business Arising from Closed Session**

16. **Notice of Motion**

17. **New Business**

18. **Confirmatory By-law ≠**

18.1 BL2025-070 Confirm By-law – August 27, 2025

Recommendation:
That the following by-law be taken as read three times and finally passed in open Council:
By-law 2025-070 being a by-law to confirm the proceeding of Council for the Corporation of the Township of Puslinch at its meeting held on the 27th day of August 2025.

19. **Adjournment ≠**

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JULY 23, 2025 SPECIAL COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

MINUTES

DATE: Wednesday July 23, 2025
SPECIAL MEETING: 10:00 A.M.

The July 23, 2025 Special Council Meeting was held on the above date and called to order at 9:04 a.m. via electronic participation and in-person at 7404 Wellington Rd, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

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

STAFF IN ATTENDANCE:

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

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-245: Moved by Councillor Bailey and Seconded by Councillor Sepulis

That Council approves the July 23, 2025 Agenda and Addendum as circulated.

CARRIED

5. DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF

Councillor Sepulis declared a potential pecuniary interest related items 6.1.2, 6.1.3 and 7.1. as I live on SR20N and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on SR20N. The study area for the Puslinch By Design Study Phase Results and Recommendations includes all properties on the east side of SR20N from WR34 to Forestell Road, identified as Options B and C, for potential redevelopment. This requires me to declare a pecuniary interest as any such development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study or deputations involving Options B and C.

6. DELEGATIONS

6.1 Specific Interest (Items Listed on the Meeting Agenda)

6.1.1 Delegation by Matthew Cory and Mike Pecora regarding item 7.1 Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendation

Resolution No. 2025-246: Moved by Councillor Hurst and Seconded by Councillor Sepulis

That Council receives the delegation by Matthew Cory and Mike Pecora regarding item 7.1 Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendation for information.

CARRIED

Councillor Sepulis declared a potential pecuniary interest related items 6.1.2, 6.1.3 and 7.1. as I live on SR20N and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on SR20N. The study area for the Puslinch By Design Study Phase Results and Recommendations includes all properties on the east side of SR20N from WR34 to Forestell Road, identified as Options B and C, for potential redevelopment. This requires me to declare a pecuniary interest as any such development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study or deputations involving Options B and C and refrained from discussions and voting on that item.

6.1.2 Delegation by Justin Wilson regarding item 7.1 Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendations

Resolution No. 2025-247: Moved by Councillor Goyda and Seconded by Councillor Hurst

That Council receives the delegation by Justin Wilson regarding item 7.1 Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendations for information.

CARRIED

Councillor Sepulis declared a potential pecuniary interest related items 6.1.2, 6.1.3 and 7.1. as I live on SR20N and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on SR20N. The study area for the Puslinch By Design Study Phase Results and Recommendations includes all properties on the east side of SR20N from WR34 to Forestell Road, identified as Options B and C, for potential redevelopment. This requires me to declare a pecuniary interest as any such development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study or deputations involving Options B and C and refrained from discussions and voting on that item.

6.1.3 Delegation by Emily Elliott regarding item 7.1 Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendations

Resolution No. 2025-248: Moved by Councillor Bailey and Seconded by Councillor Hurst

That Council receives the delegation by Emily Elliott regarding item 7.1 Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendations for information.

CARRIED

6.1.4 Written Delegation by Pierre Chauvin regarding item 7.1 Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendations

Resolution No. 2025-249: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council receives the written delegation by Pierre Chauvin regarding item 7.1 Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendations for information.

CARRIED

7. CORRESPONDENCE:

7.1 **Presentation by NPG Planning Solutions Inc. regarding Puslinch by Design Study Results and Recommendation**
(Circulated under separate cover)

Resolution No. 2025-250: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

Whereas the agents representing the property owners of the lands designated as Land Options G and H in the study entitled "Puslinch By Design – Employment Lands Study Recommended Land Option and Land Use Study" have requested that these lands be designated as Rural Employment; and,

Whereas the study concluded that Options G and H were the next best performing candidates after the recommended Option D; and,

Whereas having more than one option designated as Rural Employment will provide more opportunities for industrial/commercial development;

Be it resolved

That the draft OPA be amended to also designate Options G and H as Rural Employment; and

That the County of Wellington and Township of Puslinch develop for Option G and H the documents "Development Application Guidance" and "Rural Employment Lands Design Guidelines".

CARRIED

Councillor Sepulis declared a potential pecuniary interest related items 6.1.2, 6.1.3 and 7.1. as I live on SR20N and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on SR20N. The study area for the Puslinch By Design Study Phase Results and Recommendations includes all properties on the east side of SR20N from WR34 to Forestell Road, identified as Options B and C, for potential redevelopment. This requires me to declare a pecuniary interest as any such development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study or deputations involving Options B and C and refrained from discussions and voting on that item.

Resolution No. 2025-251: Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receives the Puslinch by Design Employment Land Study prepared by NPG for information; and

That Council endorses the revised development application guidance and the revised design guidelines; and

That Council endorses the draft OPA, subject to revisions to designate areas G and H for Rural Employment purposes, in addition to area D; and

That a copy of this resolution and applicable documents be forwarded to the County of Wellington.

CARRIED

Council Recessed from 11:26 a.m. to 11:34 a.m.

Roll Call
Councillor Goyda
Councillor Sepulis
Councillor Bailey
Councillor Hurst
Mayor Seeley

7.2 Presentation by Sarah Wilhelm, Manager of Policy Planning County of Wellington regarding Follow Up Phase 3B: Puslinch Residential Growth

Resolution No. 2025-252: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Correspondence Item 7.2 Presentation by Sarah Wilhelm, Manager of Policy Planning, and Jameson Pickard, Senior Policy Planner, for the County of Wellington regarding Follow Up Phase 3B: Puslinch Residential Growth be received for information; and,

Whereas Council has previously requested policy changes regarding residential growth such as the expansion of the boundaries of Aberfoyle and changing the rural residential severance date of March 1, 2005;

That Council supports the final Aberfoyle Expansion Study Area boundary including Area D as set out in the presentation as the basis for continuing with the technical work and to reset the rural residential severance date to May 1, 2025.

CARRIED

7.3 ERO 025-0730 Proposed changes to provide flexibility for water taking activities

Resolution No. 2025-253: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Correspondence Item 7.3 ERO 025-0730 Proposed changes to provide flexibility for water taking activities; and,

That Council direct staff to provide the ERO Posting to the Township's Hydrogeologist for comment; and,

That Council direct staff to work with Source Water Protection and the Township's Hydrogeologist to submit comments on behalf of the Township including the comments provided by Council in order to meet the commenting deadline.

CARRIED

8. CLOSED SESSION:

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

Resolution No. 2025-254: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

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

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

CARRIED

Resolution No. 2025-255: Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That Council moves into open session at 12:29 pm

CARRIED

Council resumed into open session at 12:29 p.m.

Resolution No. 2025-256: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council receives the:

8.1 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Human Resource Matter; and,

That staff proceed as directed.

9. CONFIRMATORY BY-LAW

9.1 BL2025-068 Confirm By-law – July 23, 2025

Resolution No. 2025-257: Moved by Councillor Hurst and
Seconded by Councillor Bailey

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

By-Law 2025-068 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 23rd day of July 2025.

10. ADJOURNMENT

Resolution No. 2025-258: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council hereby adjourns at 12:29 p.m.

CARRIED

_____
James Seeley, Mayor

_____
Justine Brotherston, Interim Municipal Clerk

M I N U T E S

DATE: July 9, 2025
CLOSED MEETING: 12:00 P.M.
COUNCIL MEETING: 9:00 A.M.

The July 9, 2025 Council Meeting was held on the above date and called to order at 9:04 a.m. via electronic participation and in-person at 7404 Wellington Rd, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

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

STAFF IN ATTENDANCE:

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

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-224: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council approves the July 9, 2025 Agenda and Addendum as circulated; and

That Council approves the additions to the agenda as follows:

Consent Item 6.1.7 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the July 9, 2025 Council agenda.

CARRIED

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

Councillor Sepulis declared a potential pecuniary interest related items 7.1.1 and 10.1 as I live on Sideroad 20 North and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on Sideroad 20 North. The study area for the Puslinch By Design Study Phase 3 and 4 includes all properties on the east side of Sideroad 20 North from Wellington Road 34 to Forestell Road as one of the options for redevelopment. This requires me to declare a pecuniary interest as any development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study.

6. CONSENT AGENDA

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

6.1.1 June 18, 2025, Council Meeting Minutes

6.1.2 May 13, 2025 Planning and Development Advisory Committee Meeting Minutes
6.1.3 May 13, 2025 Committee of Adjustments Meeting Minutes
6.1.4 May 5, 2025 Youth Advisory Committee Meeting Minutes
6.1.5 April 15, 2025 Recreation and Community Wellness Advisory Committee Meeting Minutes
6.1.6 February 11, 2025 Planning and Development Advisory Committee Meeting Minutes
6.1.7 July 9, 2025 Council questions and Staff Responses
6.2 AMO Policy Update - Bill 46 Bill 10 and Supporting Public Safety Workers
6.3 AMO Policy Update - Response to Bill 17 Province Releases Integrated Energy Plan
6.4 Ministry of Municipal Affairs and Housing Deputy Minister's Letter regarding clarity of Bill 17
6.5 Letter from Minister of Rural Affairs regarding Rural Ontario Development Program
6.6 City of Guelph Notice regarding Well testing between Laird Rd. W and Forestell Rd
6.7 Municipality of Bluewater Council Resolution in support of the Northern Health Travel Grant Program
6.8 Municipality of Tweed Council Resolution regarding the Responsibilities of Blue Box Producers
6.9 Prince Edward County Council Resolution regarding Disability without Poverty
6.10 Town of Bracebridge Council Motion regarding Road Salt Usage
6.11 Town of Bradford West Gwillimbury Council Motion - Advocacy for Increased Income Support Thresholds for Canadian Veterans
6.12 Town of Whitchurch-Stouffville - Council Resolution - ARUs and Other Matters in the Greenbelt and Oak Ridges Moraine Area
6.13 Township of Black River - Matheson Council Resolution regarding Mandatory Firefighter Certification Requirements Opposition
6.14 Township of Brudenell Lyndoch and Raglan Letter of Support for inclusive research to reflect diversity of Canadian communities
6.15 Township of Georgian Bay Council Resolution regarding Floating Accommodations - Position Paper
6.16 Township of North Frontenac Council Resolution in Support of Township of Puslinch Banning Symbols of Hate
6.17 Northumberland County Council Resolution in support of Procurement and Advocacy for Trade Agreement Exemptions
6.18 Grand River Conservation Authority June 27, 2025 Meeting Summary
6.19 Pit #5738 May 2025 Monthly Monitoring Report
6.20 Puslinch Profile July-August 2025

Resolution No. 2025-225: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That the Consent Agenda items listed for JULY 9, 2025 Council meeting with the exception of items 6.17 be received for information.

CARRIED

Resolution No. 2025-226: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That the Consent Agenda item 6.17 be received for information; and,

Whereas the Township of Puslinch is in receipt of correspondence from Northumberland County dated June 25, 2025 regarding "Correspondence, Township of Mulmur 'Procurement and Advocacy for Trade Agreement Exemptions"; and

Whereas the Township of Puslinch also recognizes that tariffs may increase the costs of

goods and services sought by the Township;

And whereas the Township of Puslinch also recognizes the importance of supporting Canadian businesses and workers through responsible procurement practices;

And whereas municipalities have significant purchasing power but are bound by international trade agreements;

And whereas trade agreements such as the Canadian Free Trade Agreement (CFTA) impose restrictions on municipalities, and prevent municipalities from giving preference to Canadian suppliers in procurement decisions above certain thresholds;

Now therefore be it resolved that the Township of Puslinch also commits to considering Canadian suppliers for goods and services when it is feasible and fiscally responsible to do so for procurements under trade agreement thresholds:

And that the Township of Puslinch also commits to continue to utilize cooperative purchasing groups to explore cost-saving measures and Canadian suppliers when it is feasible and fiscally responsible to do so.

And that the Township of Puslinch also calls upon the Canadian federal and provincial governments to enact legislative changes to exempt municipalities from trade agreement restrictions while tariffs are imposed, allowing them to give preference to Canadian suppliers for goods, services, and infrastructure projects.

And further that a copy of this resolution be sent to:
- **The Prime Minister of Canada**
- **The Premier of Ontario**
- **The Minister of Economic Development, Job Creation and Trade**
- **The Minister of Municipal Affairs and Housing**
- **The Leader of the Opposition**
- **MP Michael Chong**
- **MPP Joseph Racinsky**
- **The Association of Municipalities of Ontario (AMO)**
- **The Federation of Canadian Municipalities (FCM)**
- **All Ontario municipalities**

CARRIED

7. DELEGATIONS:

Councillor Sepulis declared a potential pecuniary interest related items 7.1.1 and 10.1 as I live on Sideroad 20 North and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on Sideroad 20 North. The study area for the Puslinch By Design Study Phase 3 and 4 includes all properties on the east side of Sideroad 20 North from Wellington Road 34 to Forestell Road as one of the options for redevelopment. This requires me to declare a pecuniary interest as any development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study.

7.1 Specific Interest (Items Listed on the Meeting Agenda)

7.1.1 Delegation by David Pady and Sandra Pady regarding 10.1 Presentation by NPG Planning Solutions regarding Puslinch by Design Phase 5 & 6

Resolution No. 2025-227: Moved by Councillor Goyda and Seconded by Councillor Hurst

That Council receives the Delegation by David Pady and Sandra Pady regarding item 10.1 Presentation by NPG Planning Solutions regarding Puslinch by Design Phase 5 & 6 for information.

CARRIED

7.2 General Interest (Items Not Previously Listed on the Meeting Agenda)
7.2.1 None

8. PUBLIC MEETINGS:

8.1 July 9, 2025, at 7:00 p.m. Open House held in-person at the Puslinch Community Centre (23 Brock Road South) regarding Phase 5 & 6 of Puslinch by Design Study

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 FIR-2025-003 Agreement for Medical Oversight Services with Hamilton Health Sciences

Resolution No. 2025-228: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report FIR-2025-003 entitled Agreement for Medical Oversight Services with Hamilton Health Sciences be received for information; and

That Council authorize the Mayor and staff to execute the required contract documents.

CARRIED

9.2 Finance Department

9.2.1 FIN-2025-023 – Commodity Price Hedging Agreements

Resolution No. 2025-229: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Report FIN-2025-023 entitled 2024 Commodity Price Hedging Agreements be received; and,

That Council accepts the Treasurer's statement that based on the information supplied by Local Authority Services (LAS), all commodity price hedging agreements are consistent with the Township's statement of policies and goals related to the use of financial agreements to address commodity pricing and costs as outlined in Schedule A to Report FIN-2025-023.

CARRIED

9.3 Office of the CAO

9.3.1 None

9.4 Corporate Services Department

9.4.1 COR-2025-028 Designation of 880 Victoria Rd S

Resolution No. 2025-230: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Report COR-2025-028 entitled Designation of 880 Victoria Road South be received for information; and,

That Council affirm its decision to designate 880 Victoria Road South pursuant to Section 29, Part IV of the Ontario Heritage Act; and,

That Council give three readings to BL2025-065 being a Designation By-law for the property municipally known as 880 Victoria Road South.; and,

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

CARRIED

9.4.2 COR-2025-029 Recreation and Community Wellness Advisory Committee User Fees and Charges By-Law Recommendations

Resolution No. 2025-231: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report COR-2025-029 entitled Recreation and Community Wellness Advisory Committee User Fees and Charges By-law Recommendations be received for information; and

That Council direct staff to engage with community groups eligible for reduced rates to communicate the proposed amendments to the Township's User Fees and Charges By-law, to promote understanding of the rationale of the changes, and to consider any unintended consequences that may emerge through this engagement; and,

That Council direct staff to report back with the feedback received as part of the proposed 2026 User Fees and Charges By-law; and,

That Council direct staff to incorporate a non-resident rental surcharge of 25% to all Township facility non-resident rentals as part of the 2026 User Fees and Charges By-law.

CARRIED

9.4.3 COR-2025-030 Records Retention By-law

Resolution No. 2025-232: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report COR-2025-030 entitled Records Retention By-law Repeal and Replace be received for information; and,

That Council give three readings to By-law 2025-066 being a By-law to establish retention periods for the records of the Township of Puslinch and to repeal By-law 2013-069.

CARRIED

9.4.4 COR-2025-031 County of Wellington Anniversary Celebration Grant

Resolution No. 2025-233: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report COR-2025-031 entitled Wellington County Community Anniversary Celebration Grant Request be received; and,

That Council endorse the grant application for $5,000 in support of the Township of Puslinch's 175 Anniversary Event to be held on October 4, 2025; and,

That Council direct staff to submit a grant application to the County of Wellington Clerk for the County's Consideration.

CARRIED

9.3.5 COR-2025-032 By-law Complaint Policy

Resolution No. 2025-234: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report COR-2025-032 entitled By-law Complaint Policy Amendment be received for information; and,

That Council approve the amendments to the By-law Complaint Policy as amended; and,

That Council direct staff to provide a schedule of policies and by-laws to be reviewed by Council through the Corporate Work Plan.

CARRIED

9.5 Building Department
9.5.1. None

9.6 Public Works Department
9.6.1 None

9.7 Recreation Department
9.7.1 None

10. CORRESPONDENCE:

Councillor Sepulis declared a potential pecuniary interest related items 7.1.1 and 10.1 as I live on Sideroad 20 North and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on Sideroad 20 North. The study area for the Puslinch By Design Study Phase 3 and 4 includes all properties on the east side of Sideroad 20 North from Wellington Road 34 to Forestell Road as one of the options for redevelopment. This requires me to declare a pecuniary interest as any development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study and refrained from discussions and voting on that item.

10.1 Amended Presentation by NPG Planning Solutions regarding Puslinch by Design Phase 5 & 6

Resolution No. 2025-235: Moved by Councillor Goyda and
Seconded by Councillor Hurst

That Correspondence item 10.1 Presentation by NPG Planning Solutions regarding Puslinch by Design Phase 5 & 6 be received for information.

CARRIED

10.2 Watson & Associates Comments regarding Regulatory Registry Proposal 25-MMAH011 regarding changes to O. Reg. 82/98

Resolution No. 2025-236: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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.

CARRIED

10.3 County of Wellington Official Plan Review – Phase 3B Rural Residential Growth Report

Resolution No. 2025-237: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Correspondence item 10.3 Presentation by Karen Chisholme, Climate Change and Sustainability Manager regarding Wellington County Home Energy Efficiency Transition be received for information.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor' Updates

11.1.1 Mayor Seeley attended the Optimist Canada Day Event and advised that the fireworks show was great, and the event was well attended. Mayor Seeley also attended the Puslinch Fire and Rescue Service training that took place on July 4, 2025 and thanked the Fire Chief. Mayor Seeley thanked staff for their work on the PCC grounds and the Tennis Court noting the great conditions of the grounds this year. Mayor Seeley also advised Council that he had submitting a Notice of Motion to County Council regarding Brock Road requesting a report back on the costs and feasibility of line painting to make it single lane on each side and with parking looking at justifications such as the BRNE, completion of the midblock, etc. and advised that this would be discussed at the September County Council meeting.

11.2 Council Member Reports

11.2.1 Councillor Goyda thanked the Fire Chief for the invitation to attend the fire training that took place on July 4, 2025 and noted that it was an eye opening experience and great to be a part of.
11.2.2 Councillor Hurst shared with staff the Russel positive comments regarding the PCC grounds and landscaping.

Resolution No. 2025-238: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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

That Council direct staff to send a letter of thanks to the Optimist Club for Canada Day,

CARRIED

12. BY-LAWS:

12.1.1 BL2025-065 Designation By-law for property municipally known as 800 Victoria Road South
12.1.2 BL2025-066 Records Retention By-law

Resolution No. 2025-239: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

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

12.1.1 BL2025-065 Being a by-law to authorize the designation of real property located at 880 Victoria Road South, Puslinch, as the property of cultural heritage value or interest under Section 29 Part IV of the Ontario Heritage Act, R.S.O. 1990, c. O.18

12.1.2 BL2025-066 Being a by-law to establish retention periods for records of the Township of Puslinch and to repeal By-law 2013-069

CARRIED

Council recessed from 10:06 am to 10:11 am

Roll Call
Councillor Goyda
Councillor Sepulis
Councillor Bailey – Absent

Councillor Hurst
Mayor Seeley

13. ANNOUNCEMENTS:

13.1 10:05 A.M. Senior of the Year Award recipient Florence Peer

14. CLOSED SESSION:

Council was in closed session from 10:58 a.m. to 1:21 p.m.

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

Resolution No. 2025-240: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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

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

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

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

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

14.5 Confidential minutes from previous closed meetings
14.5.1 June 18, 2025 Closed Meeting Minutes

CARRIED

Resolution No. 2025-241: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council moves into open session at 1:21 pm

CARRIED

Council resumed into open session at 1:21 p.m.

Resolution No. 2025-242: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receives the:

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

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

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

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

14.5 Confidential minutes from previous closed meetings
14.5.1 June 18, 2025 Closed Meeting Minutes

That staff proceed as directed.

CARRIED

15. BUSINESS ARISING FROM CLOSED SESSION:

16. NOTICE OF MOTION:

17. NEW BUSINESS:

17.1 None

18. CONFIRMATORY BY-LAW:

18.1 By-Law to confirm the proceedings of Council for the Corporation of the Township of Puslinch

Resolution No. 2025-243: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

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

By-Law 2025-067 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 9th day of July 2025.

CARRIED

19. ADJOURNMENT:

Resolution No. 2025-244: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council hereby adjourns at 1:22 p.m.

CARRIED

_____
James Seeley, Mayor

_____
Justine Brotherston, Interim Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JULY 8, 2025 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD. 34

M I N U T E S

DATE: July 8, 2025
MEETING: 7:00 p.m.

The July 8, 2025 Committee of Adjustment Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation and in-person at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

PRESENT:
Councilor John Sepulis, Chair
Kim McCarthy
Chris Pickard
Amanda Knight

ABSENT:
Paul Sadhra

STAFF IN ATTENDANCE:
Lynne Banks, Secretary/Treasurer
Mehul Safiwala, Jr. Planner

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-027: Moved by Committee Member Amanda Knight and Seconded by Committee Member Kim McCarthy

1. That the Committee approves the July 8, 2025 Agenda as circulated; and

2. That the Committee approves the addition to the agenda as follows:
Consent Item 6.2 Questions received from the Committee Members seeking additional information and the corresponding responses provided by staff regarding the July 8, 2025 Committee of Adjustment Agenda.

CARRIED.

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. CONSENT AGENDA

6.1 Approval of the Minutes

6.1. June 10, 2025, Committee of Adjustment Meeting Minutes.

Resolution No. 2025-028: Moved by Committee Member Amanda Knight and Seconded by Committee Member Chris Pickard

That the Committee of Adjustment approves the Minutes from the meeting held on June 10, 2025.

CARRIED.

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

7.1 D13-SAI – Saini, Amit - 4430 Wellington Rd 35

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 4.4.2, Table 4.1 to allow a maximum lot coverage for accessory buildings and structures of 347.55 m2 instead of 200 m2 as required.

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 4.4.2, Table 4.1 to permit an accessory building to have a height of 7.2 m to the midpoint of the roof instead of the 5 m in height as required.

- Amit Saini, owner of the property provided an overview of the application.
- There were no questions or comments from the public.

- Amanda Knight asked if the enclosure is only for recreational use.
- Chris Pickard asked if it is only for personal use and not for a gym businesss.
- Mr. Saini confirmed that it is only for person use.
- There were no further questions or comments from the Committee.

Resolution No. 2025-029: Moved by Committee Member Amanda Knight and Seconded by Committee Member Chris Pickard

That Report D13-2025-014 entitled Minor Variance Application D13/SAI be received; and

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting permission to allow a maximum lot coverage for accessory buildings and structures of 347.55 m2 instead of 200 m2 as required; and

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of the Zoning By-law, requesting permission for to allow a maximum height for accessory buildings of 7.2 meters instead of 5 meters as required; and

Whereas the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law and is desirable and appropriate for the development of the subject property.

Therefore that the Committee approves the application with no conditions.

CARRIED.

7.2 Minor Variance Application D13-SCH – Schram, Nadine - 19 Water Rd PV

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 14, Site-specific number 86 to allow interior side yard for the proposed shed to be 0.09 meters instead of 0.6 meters as required in the Zoning By-law.

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 14, Site-specific number 86 to allow maximum lot coverage of 37.26% instead of 35% as required in the Zoning By-law.

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 4.4.2.c.iii) to allow the proposed shed to be located 0.87 meters from the principal building instead of 1 meter as required in the Zoning By-law.

- Nadine Schram, owner/applicant of the property provided an overview of the application.
- Judy Dawson-Kiez, of 15 Water St. stated they don't have an issue with the shed but have issues with the location of the shed located too close to their property and their concern for fire.
- Elias Andre, a Director of the Mini Lakes Board and advise the Judy Kiez is the President of the Board and advised the Committee that she did recuse herself from the Board with respect to the minor variance application.
- Brian Fancy, resident, noted that there are many sheds in the Mini Lakes community and that a new shed has been erected on other properties, and noted that he has no concerns with the shed.
- Amanda Knight asked if the footprint has changed with respect to the new shed.
- Nadine Schram advised that the new shed is the same
- Amanda Knight asked if building permit submission triggered the requirement for a minor variance.
- Nadine Schram advised that was correct.
- Amanda Knight asked the resident if the shed was existing at the time she purchased the property.
- Chris Pickard asked if there was a full concrete pad under the shed.
- Nadine Schram advised that no, there isn't a full concrete pad.
- There were no further questions or comments from the Committee.

. **Resolution No. 2025-030:** Moved by Committee Member Amanda Knight and Seconded by Committee Member Kim McCarthy

That Report D13-2025-015 entitled Minor Variance Application D13/SCH be received; and

Whereas the variance requested would provide relief from Section 14, Site-specific number 86 and of Township Comprehensive Zoning By-law 2018-023, as amended

(Zoning By-law), to allow an interior side yard setback for an accessory building and structure of to be 0.09 meters instead of 0.6 meters, as required; and

Whereas the variance requested would provide relief from Section 14, Site-specific number 86 of the Zoning By-law, to allow a maximum lot coverage of 37.26% instead of 35%, as required; and

Whereas the variance requested would provide relief from Section 4.4.2.c.iii) of the Zoning By-law, to allow the proposed shed to be located 0.87 meters from the principal building instead of 1 meter as required; and

Whereas the minor variance application is minor, would maintain the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property.
Therefore that the Committee approves the application with the following conditions:

1. That the wall on the property line be fire-rated to 45 minutes with no openings.
2. That the soffit/fascia that is projecting onto the neighboring property should be addressed/removed to the satisfaction of the Township's Chief Building Official.

CARRIED.

7.3 Minor Variance Application D13-CIM – Cimino, Massimo - 6547 Concession 1

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 4.4.2, Table 4.1 to permit an accessory building to have a height of 6.15 meters to the midpoint of the roof instead of 5 meters as required.

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 4.4.2, Table 4.1 to allow a maximum lot coverage for accessory buildings and structures of 300 m2 instead of 200 m2 as required.

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 4.4.2, Table 4.1 to allow a minimum interior side yard of 1.88 metres for a pool cabana/shed instead of 2 meters as required.

- Massimo Cimino, owner/applicant, provided an overview of the property.

- Dino Angelino, agent for the applicant, provided additional information regarding the minor variance requests.
- There were no questions or comments from the public.
- Amanda Knight asked if the new proposed garage is only for personal use.
- Massimo Cimino advise only for personal use, and that there is no water running to the building.
- There were no further questions or comments from the Committee.

Resolution No. 2025-031: Moved by Committee Member Kim McCarthy and Seconded by Committee Member Amanda Knight

That Report D13-2025-016 entitled Minor Variance Application D13/CIM be received; and

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting permission to allow a maximum lot coverage for accessory buildings and structures of 300 m2 instead of 200 m2 as required; and

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of the Zoning By-law, requesting permission for to permit an accessory building to have a height of 6.15 meters to the midpoint of the roof instead of 5 meters as required; and

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of the Zoning By-law, requesting permission for to allow a minimum interior side yard of 1.88 meters for a pool cabana/shed instead of 2 meters as required; and

Whereas, the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property.

Therefore, that the Committee approves the application with no conditions.

CARRIED.

7.4 Minor Variance Application D13-SEY(CAM) – Campbell Seymore, Cailey - 4424 Victoria Rd S

Requesting relief of New Comprehensive Zoning By-law # 23- 2018, as amended, from Section 4.4.2, Table 4.1 to allow a maximum lot coverage for accessory buildings and structures to permit a proposed detached garage of 827 m^2 instead of 684 m^2 as required.

Requesting relief of New Comprehensive Zoning By-law # 23- 2018, as amended, from Section 14, Site-specific special provision 19 to allow a minimum front yard of 71 meters for kennel use, limited to one (1) existing accessory building and structure, instead of 75 meters as required.

- Cailey Seymour, owner/applicant and Kevin Waugh, agent for the applicant provided an overview of the application.
- There were no questions or comments from the public.
- Amanda Knight asked if the applicant
- Are there any plans to remove the sheds eventually
- Cailey Seymour advised that the sea cans will be removed in the future and that she has entered into an agreement with the Township to allow them temporarily.
- Chris Pickard asked if there are plans to build a permanent, larger enclosure for the animals in the future.
- Kevin Waugh confirmed that there are plans in the future to expand the kennels in order to rescue more animals.
- There were no further questions or comments from the Committee.

Resolution No. 2025-032: Moved by Committee Member Chris Pickard and Seconded by Committee Member Kim McCarthy

That Report D13-2025-017 entitled Minor Variance Application D13/CAM be received; and

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law),

requesting permission to allow a maximum lot coverage for accessory buildings and structures of 827 m2 instead of 684 m2 as required by Minor Variance D13-CAM approved on May 13, 2025; and

Whereas the variance requested would provide relief from Section 14, Site-specific special provision no. 19 of the Zoning By-law, to allow a minimum front yard of 71 meters for the accessory kennel use, limited to one (1) existing accessory building and structure, instead of 75 meters as required; and

Whereas the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property, and planning staff consider the request to be minor and have no concerns with the application; and

Therefore, that the Committee approves the application with the following conditions:

1. That the existing accessory kennel structure located 71 metres from the front property line prohibit the housing, boarding, breeding, training, selling or keeping of dogs.
2. That the owner applies for and receives an approval for the outdoor swimming pool enclosure according to permit requirements outlined in the Township's Swimming Pool Enclosures By-law, 2018-018, as amended.

CARRIED.

8. NEW BUSINESS

None

9. Staff Reports

9.1 Report CofA-2025-004 – 2026 Committee of Adjustment Meeting Dates

. Resolution No. 2025-033: Moved by Committee Member Amanda Knight and Seconded by Committee Member Kim McCarthy

That report CofA-2025-004 Proposed 2026 Committee of Adjustment Meeting Schedule be received for information; and further,

That the 2026 Committee of Adjustment Meeting Schedule be approved as presented.

9. ADJOURNMENT

Resolution No. 2025-034: Moved by Committee Member Chris Pickard and Seconded by Committee Member Amanda Knight

That the Committee of Adjustment hereby adjourns at 7:52 p.m.

CARRIED.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JULY 8 2025
PLANNING AND DEVELOPMENT ADVISORY COMMITEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

M I N U T E S

DATE: July 8, 2025
MEETING: Following Committee of Adjustment

The July 8, 2025 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 7:52 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
Amanda Knight

ABSENT:
Paul Sadhra

STAFF IN ATTENDANCE:
Lynne Banks, Secretary/Treasurer
Mehul Safiwala, Jr. Planner

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-028: Moved by Committee Member Kim McCarthy and Seconded by Committee Member Amanda Knight

That the Committee approves the July 8, 2025 PDAC Agenda as circulated.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 Approval of the Minutes
June 10, 2025

Resolution No. 2025-029: Moved by Committee Member Chris Pickard and Seconded by Committee Member Kim McCarthy

That the Planning and Development Advisory Committee approves the Minutes from the meeting held June 10, 2025.

CARRIED

8. NOTICE OF PUBLIC MEETINGS/HEARINGS

None

9. REPORTS

None

9.1. LAND DIVISION (Consents)

None

CARRIED

9.2 ZONING BY-LAW AMENDMENT APPLICATIONS

None

9.3. STAFF REPORTS

9.3.1 PDAC Memo-2025-004 – Proposed 2026 Planning and Development Advisory Committee Meeting Schedule

Resolution No. 2025-030 Moved by Committee Member Kim McCarthy and Seconded by Committee Member Amanda Knight

That report PDAC-2025-003 Proposed 2026 Planning and Development Advisory Committee Meeting Schedule be received for information; and further, that the 2026 Planning and Development Advisory Committee Meeting Schedule be approved as presented.

CARRIED.

9.3.2 Report PDAC-2025-003 - Ontario Association of Committees of Adjustment & Cosent Authorities 2025 Conference, Collingwood Ontario

RECOMMENDATION:

That Committee Memo PDAC-2025-003 entitled Ontario Association of Committees of Adjustment & Consent Authorities 2025 Conference, Collingwood Ontario be received for information.

Resolution No. 2025-031 Moved by Committee Member Chris Pickard and Seconded by Committee Member Amanda Knight

10. CORRESPONDENCE

None

11. NEW BUSINESS

None

12. ADJOURNMENT

Resolution No. 2025-032 Moved by Committee Member Amanda Knight and Seconded by Committee Member Kim McCarthy

That the Planning and Development Advisory Committee hereby adjourned at 7:56 p.m.
CARRIED.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 10, 2025 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD. 34

M I N U T E S

DATE: June 10, 2025
MEETING: 7:00 p.m.

The June 10, 2025 Committee of Adjustment Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation and in-person at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

PRESENT:
Councilor John Sepulis, Chair
Paul Sadhra
Kim McCarthy
Chris Pickard

ABSENT:
Amanda Knight

STAFF IN ATTENDANCE:
Lynne Banks, Secretary/Treasurer
Mehul Safiwala, Jr. Planner

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-020: Moved by Committee Member Kim McCarthy and Seconded by Committee Member Paul Sadhra

1. That the Committee approves the June 10, 2025 Agenda as circulated; and

2. That the Committee approves the addition to the agenda as follows:
Consent Item 6.2 Questions received from the Committee Members seeking additional information and the corresponding responses provided by staff regarding the June 10, 2025 Committee of Adjustment Agenda.

CARRIED.

5. DISCLOSURE OF CONFLICT OF INTEREST:
None

6. CONSENT AGENDA

6.1 Approval of the Minutes
6.1. May 13, 2025 Committee of Adjustment Meeting Minutes.

Resolution No. 2025-021: Moved by Committee Member Paul Sadhra and Seconded by Committee Member Chris Pickard

That the Committee of Adjustment approves the Minutes from the meeting held on May 13, 2025.

CARRIED.

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

7.1 Minor Variance Application D13-BRE – Elizabeth Brenchley - 603 Arkell Rd, Concession 10 Part Lot 7 being Part 1 on 61R-5608 **(Retained Parcel)**

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 11.4,Table 11.3 to allow a reduced frontage of 20.4 m for a Reduced Agricultural Lot, instead of 25 m as required.

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 11.4,Table 11.3 to allow a reduced lot area of 0.36 ha for a Reduced Agricultural Lot, instead of 0.4 ha as required.

Resolution No. 2025-022: Moved by Committee Member Chris Pickard and

Seconded by Committee Member Kim McCarthy

That Report D13-2025-10 entitled Minor Variance Application D13/BRE (retained parcel) be received; and;

Whereas the variance requested would provide relief from Section 11.4 (Table 11.3) of Township Comprehensive Zoning By-law 2018-023, as amended, requesting permission for a reduction in minimum lot frontage of 20.4 m, instead of the required minimum lot frontage of 25 meters; and

Whereas the variance requested would provide relief from Section 11.4 (Table 11.3) of the Zoning By-law, requesting permission for a reduction in minimum lot area of 0.3 ha, instead of the required minimum lot frontage of 0.4 ha; and

Whereas this application is required as a condition of consent application B97-24 that was approved in December 2024 at the Land Division Committee Meeting; the consent application would sever a 0.19 ha (0.47 ac) of land with an existing garage for rural residential use within the Residential Area; resulting in a frontage of the retained parcel being 20.4 m and lot area being 0.36 ha (0.89 ac); and

Whereas, the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property.

The Committee approves the application with no conditions.

CARRIED.

7.2 Minor Variance Application D13-BRE – Elizabeth Brenchley - 603 Arkell Rd, Concession 10 Part Lot 7 being Part 1 on 61R-5608 **(Severed Parcel)**

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 11.4, Table 11.3 to allow a reduced lot area of 0.19 ha for a Reduced Agricultural Lot, instead of 0.4 hectares as required.

Resolution No. 2025-023: Moved by Committee Member Chris Pickard and Seconded by Committee Member Paul Sadhra

That Report D13-2025-011 entitled Minor Variance Application D13/BRE (severed parcel) be received; and;

Whereas the variance requested would provide relief from Section 11.4 (Table 11.3) of Township Comprehensive Zoning By-law 2018-023, as amended, requesting permission for a reduction in minimum lot area of 0.19 ha, instead of the required minimum lot area of 0.4 ha; and

Whereas this application is required as condition of consent application B97-24 that was approved in December 2024 at the Land Division Committee Meeting; the consent application would sever a 0.19 ha (0.47 ac) land with existing garage for rural residential use within the Residential Area; and

And Whereas, the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property.

The Committee approves the application with no conditions.

CARRIED.

7.3 Minor Variance Application D13-GEI – Audrey Geier – 4851 Townline Road, Concession 3 Part Lot 1 **(Retained Parcel).**

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, from Section 11.4, Table 11.3 to allow a reduced lot area of 0.26 ha for retained parcel, instead of 0.4 ha as required.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.24.2. a) to allow shipping containers on a lot with a minimum area of 0.26 ha instead of 0.4 ha as required

.Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.24.2. b) to allow two (2) shipping containers on the retained parcel instead of none as required for a lot with an area less than 0.4 hectares.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.24.2. d) to permit storage of shipping containers on the retained parcel for residential use whereas outdoor storage is prohibited.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.24.2. b) to permit a setback of 8.2 metres from residential use for shipping containers instead of 10 metres as required**.**

Resolution No. 2025-024: Moved by Committee Member Paul Sadhra and Seconded by Committee Member Kim McCarthy

That Report D13-2025-012 entitled Minor Variance Application D13/GEI (retained parcel) be received; and;

Whereas the variance requested would provide relief from Section 11.4 (Table 11.3) of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting permission for a reduction in minimum lot area of 0.26 hectares, instead of the required minimum lot area of 0.4 hectares (Variance #1); and

Whereas the variance requested would provide relief from Section 4.24.2.a), of the Zoning By-law, requesting permission to allow shipping containers on a lot with a minimum area of 0.26 hectares instead of 0.4 hectares as required (Variance #2); and

Whereas the variance requested would provide relief from Section 4.24.2.b), of the Zoning By- law, requesting permission to allow a maximum of two (2) shipping containers on the retained parcel with a lot area of 0.26 hectares instead of a maximum one shipping container per 0.4 hectares of lot area (Variance #3); and

Whereas the variance requested would provide relief from Section 4.24.2.d), of the Zoning By- law, requesting permission to allow shipping containers on the retained parcel, notwithstanding that outdoor storage area and outdoor storage use are not permitted on the retained parcel (Variance #4); and

Whereas the variance requested would provide relief from Section 4.24.2.f), of the Zoning By- law, requesting permission to permit a distance of 8.2 metres between shipping containers and the neighbouring residential lot to the north, instead of 10 metres as required (Variance #5); and

Whereas this application is required as condition of consent application B143-22 that was

approved in February 2025 at the Land Division Committee Meeting; the consent application would sever a 0.76 hectares (1.88 acres) parcel with an existing garage for rural residential use; and

That the Committee approves the requested Variance 1; and

That the Committee denies Variances 2), 3), 4) & 5) for the following reasons:

- The general intent and purpose of the Zoning By-law is not maintained in accordance with Report D13-2025-012.
- In the opinion of the Committee, the variances(s) are not minor in accordance with Report D13-2025-012.

CARRIED.

7.3 Minor Variance Application D13-GEI – Audrey Geier – 4851 Townline Road, Concession 3 Part Lot 1 **(Severed Parcel).**

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.16.1. a) to permit a reduced MDS I setback for the Severed Parcel to be 126 meters from the barn located at the property municipally known as 6501 Roszell Road, instead of 264 meters as required

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.16.1. a) to permit a reduced MDS I setback for the Severed Parcel to be 211 meters from the barn located south at Part Lot 1 of Concession 3, fronting on Townline Road, instead of 390 meters as required.

Resolution No. 2025-025: Moved by Committee Member Paul Sadhra and Seconded by Committee Member Kim McCarthy

That Report D13-2025-013 entitled Minor Variance Application D13/GEI be received; and;

Whereas the variance requested would provide relief from Section 4.16.1.a), of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), to

propose a new residential parcel along Wellington Road 35 to permit a reduced MDS I setback of 211 meters instead of 390 meters as required from the unoccupied barn located south at Part Lot 1 of Concession 3, fronting on Townline Road; and

Whereas the variance requested would provide relief from Section 4.16.1.a), of the Zoning By-law, requesting permission to permit a reduced MDS I setback for the Severed Parcel to be 126 meters instead of 264 metres as required from the barn located at the property municipally known as 6501 Roszell Road; and

Whereas this application is required as condition of consent application B143-22 that was approved in February 2025 at the Land Division Committee Meeting; the consent application would sever a 0.76 ha (1.88 ac) vacant land; and

Whereas, the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property.

The Committee approves the application with no conditions.

CARRIED.

8. NEW BUSINESS

None

9. ADJOURNMENT

Resolution No. 2025-026: Moved by Committee Member Paul Sadhra and Seconded by Committee Member Kim McCarthy

That the Committee of Adjustment hereby adjourns at 7:46 p.m.

CARRIED.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 10, 2025
PLANNING AND DEVELOPMENT ADVISORY COMMITEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

M I N U T E S

DATE: June 10, 2025
MEETING: Following Committee of Adjustment

The June 10, 2025 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 7:46 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
Paul Sadhra
Kim McCarthy
Chris Pickard

ABSENT:
Amanda Knight

STAFF IN ATTENDANCE:
Lynne Banks, Secretary/Treasurer
Mehul Safiwala, Jr. Planner

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-020: Moved by Committee Member Kim McCarthy and Seconded by Committee Member Paul Sadhra

1. That the Committee approves the June 10, 2025 PDAC Agenda as circulated.

2. That the Committee approves the addition to the agenda as follows:
Consent Item 7.2 Questions received from the Committee Members seeking additional information and the corresponding responses provided by staff regarding the June 10, 2025 Planning and Development Advisory Committee Agenda.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 Approval of the Minutes
May 13, 2025

Resolution No. 2025-021: Moved by Committee Member Chris Pickard and Seconded by Committee Member Kim McCarthy

That the Planning and Development Advisory Committee approves the Minutes from the meeting held May 13, 2025.

CARRIED

8. NOTICE OF PUBLIC MEETINGS/HEARINGS

None

9. REPORTS

None

9.1. LAND DIVISION (Consents)

9.1.1 B16-25 (SCR) – Scrivener, Rosemary & Wythe – 4438 Watson Rd S., Part Lots 21 and 22 Concession Gore, Township of Puslinch ≠

Proposed severance is 38.1 hectares with 599.26m frontage, existing agriculture and natural habitat with barn for proposed conservation.

Retained parcel is 8.32 hectares with 378.5m frontage, existing and proposed rural residential use with existing dwelling, garage/workshop.

Resolution No. 2025-022: Moved by Committee Member Paul Sadhra and Seconded by Committee Member Kim McCarthy

That the Committee supports Severance Application B16-25 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.

CARRIED.

9.1.2. B17-25 (CUM) – Cummings, Ethel (Estate of) – 4800 Pioneer Trail, Part Lots 12 and 13 Concession 5, Township of Puslinch ≠

Proposed severance is 0.809 hectares with 60.6m frontage, existing vacant land for proposed rural residential use.

Retained parcel is 23.4 hectares with 108.26m frontage, existing vacant land for proposed rural residential use.

Resolution No. 2025-023: Moved by Committee Member Chris Pickard and Seconded by Committee Member Kim McCarthy

That the Township of Puslinch Planning and Development Advisory Committee recommends approval of the application subject to the following conditions:

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 including and not limited to item 2.1 to 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.

    2.1 Apply for, and receive approval of, a minor variance for the retained parcel for the reduced lot frontage.

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 Township's Consultants be satisfied that the severance will not impact the dry watercourse, including, but not limited to, additional studies such as an Environmental Impact Assessment 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.

5. 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.

6. That any concerns from the GRCA are addressed; 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.

9.1.3. B19-25 (WHI) – White Wolf Property Management Inc – 85/95/101 Brock Rd S, Township of Puslinch ≠

Proposed severance is 4.6 hectares with 196m frontage, existing and proposed residential use with existing dwelling.

Retained parcel is 41.6 hectares with 45m frontage, existing and proposed industrial uses with existing industrial building.

Resolution No. 2025-024: Moved by Committee Member Paul Sadhra and Seconded by Committee Member Kim McCarthy

That the Committee supports Severance Application B19-25 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.

5. That the owner provide documentation that the four existing monitoring wells on the severed property have been included in a monitoring program or provide documentation that they have been decommissioned according to O.Reg 903 standards, to the satisfaction of the Township Risk Management Official.

CARRIED.

9.1.4. B20-25 (BRI), Bridgeman, Tyler – 6848 Wellington Rd 34, Part Lot 14, Concession 3 Township of Puslinch ≠

Proposed severance is 0.4 hectares with 46m frontage, existing vacant land for proposed rural residential use.

Retained parcel is 9.8 hectares with 25m frontage, existing and proposed agricultural use with existing dwelling.

Resolution No. 2025-025: Moved by Committee Member Paul Sadhra and Seconded by Committee Member Chris Pickard

That the Committee supports Severance Application B19-25 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 including and not limited to item 2.1 to 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.

2.1 Apply for, and receive approval of, a minor variance for the retained parcel for the reduced lot frontage.

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 Township Fire Department is satisfied with the final proposed slope of the driveway; 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.

5. 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.

CARRIED

9.2 ZONING BY-LAW AMENDMENT APPLICATIONS

None

9.3. STAFF REPORTS

9.3.1 PDAC Memo-2025-002 OACOA Conference

Resolution No. 2025-026 Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Kim McCarthy

That Memo PDAC-2025-002 – OACOA Conference be received for information and that the following recommendations be provided to Council:

- That the Committee direct staff to request a quote from the Township's Planning Consultant to provide annual training on amendments to the Planning Act and related policies for the Committee's consideration for the 2026 Budget process; and,

- That the Committee recommend that a future training session include information regarding the requirements of O. Reg. 200/96 Minor Variance Applications and the impacts of the recent changes by the Province to planning legislation or policy; and,

- That Council continues to support member and/or staff attendance at OACOA conferences as this provides significant education opportunities.

CARRIED.

10. CORRESPONDENCE

None

11. NEW BUSINESS

None

12. ADJOURNMENT

Resolution No. 2025-027 Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Kim McCarthy

That the Planning and Development Advisory Committee hereby adjourned at 8:23 p.m.

CARRIED.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 28, 2025 PUBLIC INFORMATION MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

M I N U T E S

DATE: May 28, 2025
TIME: 7:00 P.M.

The May 28, 2025 Public Information Meeting was held on the above date and called to order at 7:00p.m. via electronic participation and in-person at 7404 Wellington Rd 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:
Mayor James Seeley – Chair
Councillor John Sepulis
Councillor Russel Hurst
Councillor Jessica Goyda

STAFF IN ATTENDANCE:
Courtenay Hoytfox, Interim CAO
Justine Brotherston, Interim Municipal Clerk
Sarah Huether, Interim Deputy Clerk
Andrew Hartholt, Chief Building Official
Olive Zhang, Municipal Building Official I

PUBLIC ATTENDANCE:
Brian Enter, Applicant Engineer, Meritech Engineering
Jerome Nicholls, Applicant Representative, Nicholls Ventures Inc.
Thomas Kolodziej, Township Consultant, Trace Associates Inc.
Mike MCCOLL, 6737 Forestell Rd Puslinch ON
Kathy WHITE, 4540 Wellington Rd 35 Puslinch ON
Laura MURR, 123 Downey Rd Guelph ON
Valerie GAGNE, 6745 Forestell Rd Puslinch ON
Trevor GAGNE, 6745 Forestell Rd Puslinch ON
John MCNIE, 6927 Concession 2 Puslinch ON
George ANASTASAKOS, 4658 Sideroad 10 N Puslinch ON
Jackie (need to confirm last name), 4729 Sideroad 10 N Cambridge ON
Lee-Ann ANASTASAKOS, 4658 Sideroad 10 N Puslinch ON
Bianca GAGNE, 6745 Forestell Rd Puslinch ON

3. DISCLOSURE OF CONFLICT OF INTEREST

None

4. PURPOSE OF THE PUBLIC MEETING

The Chair stated the purpose of this Public Meeting is to inform and provide the public with the opportunity to ask questions, or to express views with respect to the development proposal. The Councillors are here to observe and listen to your comments; however, they will not make any decisions this evening.

The Township requests that you please notify by email building@puslinch.ca or by phone at 519-763-1226 ext. 1 if you wish to be on record and would like to be notified of future decisions regarding this application.

Please note the meeting is video and audio recorded and all electronic meetings are uploaded to the municipality's YouTube page. By attending this meeting in person or by registering to participate in the meeting by electronic means, you are consenting to have your likeness and comments recorded and posted on YouTube.

The format of this Public Meeting is as follows:

- The applicant or agent will present the purpose and details of the application and any further relevant information.
- The Township staff will then provide a brief overview of their report.
- Following this, the public can obtain clarification, ask questions and express their views on the proposal.
- Members of the public are permitted 10 minutes each to ask questions and express their views. This time limit is imposed to provide each member of the public an opportunity to speak.
- Council will then have an opportunity to ask any clarification questions.

The applicant and the Township's Consultants will attempt to answer questions or respond to concerns this evening. If this is not possible, the applicant and/or staff will follow up and obtain this information. Responses will be provided when this matter is brought forward and evaluated by Council at a later date.

5.1 Major Site Alteration – 4670 Sideroad 10 N, Township of Puslinch, County of Wellington

Mayor James Seeley, Chair: This Public Meeting involves an application for a Major Site Alteration for 4670 Sideroad 10 North, Township of Puslinch, County of Wellington.

The purpose of the site alteration is to permit a total of 145,000 cubic meters of fill to be imported to the subject site to improve arability and drainage in support of ongoing efforts to convert a former gravel pit into productive farmland. Specifically, the fill will include topsoil intended to enhance soil quality, thereby improving crop production and yield as indicated by the applicant.

Would the applicant please make their presentation?

Brian Enter, Applicant Engineer: My name is Brian Enter. I'm an engineer with Meritech engineering. I've been retained by Mr. Martinello and I'd like to just go through some slides with you this evening, just explaining the project and details, and obviously I welcome any questions you have, and answer them either now or later on. Thank you for your time and for the opportunity to speak to you about the project. I've been an engineer for almost 30 years and I'm a civil engineer and have skills in land development, grading, stormwater management, etc.

The presentation we will go through will talk about site location, the actual details of the project. I'll talk about the haul route, the involvement of qualified professionals that have been involved in getting to this point, as well as who will be involved following, if the permit is approved, just managing the project and making sure that the design and the regulations and the by-law requirements are actually adhered to. We will talk about the import material, the fact that construction can cause nuisance and what the mitigation measures would be for that. We will go through a proposal about operation hours, what the complaint protocols would be

and then just review some of the current work that's already happened, and where we're at with review.

The application is at 4670 Sideroad 10 N. As you can see on the site there the general location. So, the application is for a major site alteration permit, as you already heard. I'm here on behalf of the landowner making this presentation to support the application. The site location, as you can see here, is the red is the boundary of the actual property approximately, and then the green zone is the area where the actual site alteration would happen. As you can see, the design, and this mimics the engineering drawing that we've produced, is for the most part along most of the edges is suitably set back to provide a buffer from the adjacent development, from the property lines, from the Grand River Conservation authorities regulation limits. So, it's outside of that. And there's a setback from that. That's the zone of which is essentially the former gravel pit area, and to the limits of that of that extent.

The land is currently zoned agricultural, and there's no proposed change to that. And the purpose of this is to restore that former gravel pit, which is no longer registered, to be used as that, so it can't be used for any more extraction. It hasn't been active for ages. The current soil conditions are poor. The topsoil that is there is very gravelly and doesn't produce high yield at all, and the main area, because of the fact that was extracted is relatively flat, and any proposed work then needs to have rework of the actual grading.

The proposal is to import topsoil and in order to do that first you bring in some base. There has to be some associated grading. Right now, It's relatively flat, but we can't leave it that way for agricultural use, or it just ends up being a soggy soil. It's proposed to put in basically the minimum slopes, not to work from the top of the slopes of the existing areas that were mined from for the aggregate and grade that out in a gentle manner towards the extent on the south end of the property. The proposed import is a suitable base material, and we'll get into that when we talk about the actual soils that are allowed to be brought in per the regulations.

In full disclosure, that in parallel with that has been a building permit application which has already been approved for a pole barn which is associated with the proposed farming use, and there is plans for a future house which we have been associated with relocating an existing septic bed, and showing some of those zones, and we were working with town staff as to where that exactly would be.

The benefits of this proposed application is just, yeah, essentially, to increase the arability of the soil and actually get some yield out of this land. So, it's actually useful products. Productivity is important. And also, the fact that there's a lot of areas within the site, because of the conversion from the gravel pit, which are still quite steep and aren't accessible for farmland so regrading it will improve that. As I already mentioned, the increased yield from the farmland with basically bringing in topsoil, which essentially is not there. To do, that the proposal is then to bring in 145,000 cubic meters. It's a large site, so it sounds like a large number, but it's also a very large site. Anticipated completion period, we've got 2 to 3 construction seasons to complete that.

Next picture is the proposed engineer grading plan. Pretty small font, so you can't really see a lot of the detail. But that's been a well engineered plan and the design ensures that there's no impacts on the adjacent landowners. So, there's no fill that's being brought in that's going to block drainage from anybody from any of the adjacent lands. It's not going to redirect any storm water, any rainfall runoff to any adjacent lands. It's maintaining the existing drainage

patterns, which is all draining to the south. North is to the left on the page. So that's all going. And the way that the site has been designed is so that it's not concentrating flows. It's still sheet flowing everything similar to most agricultural lands and the existing drainage patterns that are on the site right now. Which is important.

To get the fill material here we've already applied for and obtained, and we're approved for a haul permit. The haul permit is already in place. Following the route that you can see, it's not a far distance to Highway 6. With regards to truck traffic, there will be loads that are being brought in. However, it's important to realize that this site is right smack in the middle of a number of quarries. What ends up happening to my understanding, I'm not a trucker, but trucks go to the gravel pit empty, obviously to fill. So, most of the time what will happen is that the trucking companies will basically piggyback this and the trucks will basically be coming full and coming in to dump the site and go right around the corner to the gravel pits. So, in a sense, there's actually, for most part, a lot of the traffic will actually not be an increase. It will basically be the exact same trip. It's already going to the to the gorge. There are 4 quarries that are almost right, exactly adjacent to the site.

Mayor Seeley: Are you suggesting, then, that a truck is going to deliver to say Toronto with fresh aggregate and then they will make a separate trip or will make a separate deviation to pick up the imported soil and then come to the site? Is that what you're implying by saying that it will be the same traffic, because those same trucks will then be coming back?

Brian Enter, Applicant Engineer: So, developer X has a road being built, they need a load of granular or 100 loads of granular. That truck has to go to the gravel pit to pick up the granular. So instead of driving to the gravel pit empty they are coming from another site in an adjacent area, bringing material in anyways, and then, dump their load and go straight to the gravel pit to pick up their gravel material that they then take away. So otherwise, they're arriving empty. They're coming into the municipality empty, to go to the gravel pit to pick it up. But instead, a lot of times trucking firms, they try to make it efficient. They like to make a buck on both trips. So that's not going to be every single trip but my understanding from talking to the contractors that run the trucks is they're trying to maximize their profits as well. So, they will basically be making that same trip doubly profitable. But don't increase the trips on every single one of them because they're already coming to the neighborhood. Does that answer your question?

Mayor James Seeley: I will have more but I will let you continue.

Brian Enter, Applicant Engineer: So, following that part of the process is that qualified professionals obviously are required to do the design and the planning and the engineering for an application like this. So, I'm Meritech engineering on the bottom. And then Fortis engineering has been retained as the qualified professional for the soil management aspect. So, they're already retained. They prepared a thorough report on the types of materials that are permitted to be used according to those two regulations. They are relatively recent and slowly being rolled out for 6.19 for excess soils, and then obviously year-round site alteration bylaw, which points to a number of other regulations as well.

So, all of this work has been prepared in compliance with that regulation, and submitted and been significantly reviewed already. Then going forward with the approval of Council, this project requires a significant amount of maintenance, inspection and monitoring, and that will be done by the two of our firms as well, who are qualified to do that. So yeah, there's been a lot of prepared package material that's already been completed for that. They will be active in approving all the source sites that all has to be very carefully reviewed. There's a huge amount of sampling and testing that has to go into that material that'll also be put against the applicable regulations and Forest Engineering reviews that then they submit that to the

Township. There's monitoring and tracking of all the imported materials. There's daily record keeping, and there will be onsite presence by Fortis. I will be involved at the end of the process to certify that the grading has been completed according to the designs.

With regards to the imported material details, Fortis Engineering had a last minute urgent item, so he couldn't be here, so I can't speak professionally to it. But, from the report these are the agricultural residential uses and their respective table requirements that will be reviewed and met, and those are peer reviewed by your consultants beforehand before the permit, and then reviewed during the site approval, the source site approval. Construction by nature, unfortunately, does have its drawbacks for a time period. That's the nature of living in a developing world and construction projects. We all live and work in places that were a nuisance to someone else, and the idea is to try to mitigate that and to make it as manageable as possible, and to be responsible. So, there's a number of measures that will be taken during that period. So obviously, a lot of the municipal standards apply mud mats and silt fence, minimizing the disturbance zone. So, we're not going to strip the entire site and work on it that'll be sectioned off and zoned in in reasonable areas.

Weather is obviously a factor, wind, rain things like that that are all outlined in the proposal package already. That will be followed by the contractor. And then, once that zone has been been taken care of then there's either a plant crop or a cover crop applied to the site. Having said that, keeping in mind that this is an agricultural site, so since there's going to be areas that are open just like a farmer's field. But the idea is to maintain cover on it and promptly restore it or use it.

Maintenance of the roadway. The contractor has been chosen for the project is Nichols Ventures. He's present here today. I've worked with him on a number of projects, and he has a very good reputation for construction and maintenance. So, on road maintenance, mechanical and dust control, etc. Daily maintenance on that. And there's a number of procedures that have been outlined in that QP document as well for maintaining the nuisance and minimizing the nuisance to the neighborhood.

There's an additional request within our application to modify the operating hours, and they're listed there. So that's a request that's being made. So, Monday to Friday, 7 to 6, Saturday, 7:30 to 4:30, but no work on Sundays or holidays.

During the project, there will be a proper complaint protocol that's in place. To start out there'd be a construction notice that would be issued to the neighbors. Then we would ask the Township to give us instruction of what you would like to put out to notify everybody. There'll be a start date, there would be contact information and the first point of contact will be the contractor with a 24-hour contact number and then the second point will be us as civil engineer, and we'll also be your point of contact t take complaints seriously, and deal with them expeditiously.

So just a note that as I allude to already, we've already put in quite a bit of work into preparing a package for this application. So, a detailed existing survey, engineering, grading plans and cross sections, details and notes, earthworks calculations and fill drawings, erosion and sediment control plan, excess soil management plan, stormwater management review, project justification and no adverse effects submission. So that's all been submitted and been peer reviewed. And at this point my understanding is that there's one minor outstanding item which we've already submitted, which was an outstanding soils report. But that's already been submitted as well. The Grand River Conservation Authority has already been circulated on this and issued the clearance. They have no objection, and same with the County of Wellington. So that concludes with my presentation, and our recommendation and request is that the Council

would approve this site plan permit on behalf of the owner, and I'm available for any questions you may have.

Mayor James Seeley: Thank you for your presentation. Would Ms. Brotherston present the staff report?

Justine Brotherston, Interim Municipal Clerk: Yes, so the applicant has identified property and the scope of project. I'll just share a few additional project details that staff have included in the report. As noted, the applicant is proposing to import 145,000 cubic meters of soil between January 1st, 2025 and December 31st, 2028. It is anticipated that due to the volume of fill additional associates may need to be added to the permit over the course of the application, so the applicant will be required to provide appropriate documentation, such as analysis of samples of fill, source site confirmation, etc., and this will be reviewed by the Township's Engineering Consultant within 2 business days of receipt. If there are any changes that are required to the haul route, as a result of adding additional source sites, there will be requirements for the haul route permit to be updated. As noted by the applicant they are requesting a variation from the hours of operation that are included in the Township Site Alteration Bylaw, and this would require approval from Council to vary from these provisions, and that's something that will be in the recommendation report for Council's consideration at a later meeting.

Then just a few of the operational procedures that were included in the application that staff wanted to highlight is that the applicant has indicated that the site will be fenced and gated to prevent unauthorized access. that each load will have a bill of lading signed by the authorized source site representative, indicating the name of the source site, caller, driver, and date/time of shipment. There's to be a gatekeeper present to receive each load that will review the bill of lading at the receiving site. QP Will also ensure that each load is coming from different source site, and if there's a bill that's observed to contain an unacceptable material, they do have a protocol listed in their application for how those loads should be addressed as well, and then I'll just mention that we do have our consultants here to answer any questions as well.

Mayor James Seeley: Okay, thank you. I didn't catch your name, Jeremy. You're the contractor, Nichols Contracting.

Jeremy Nicholls: That's right.

Mayor James Seeley: And you'll be in charge or looking after the trucking component?

Jeremy Nicholls: The whole project.

Mayor James Seeley: I'm going to ask you to just come down to the table. I feel there's probably going to be some questions that you need to answer. Just so the cameras can pick up your voice right in the moment. Alright! So this is the public's opportunity to engage.

When I call on you to stand up, state your name and address for the record. So we'll start with people in the gallery, and then I'll move to the online folks. So, is there any questions from the gallery at this point?

Mike McColl: Yeah, Mike McColl, 6737 Forestell Road right behind the gravel pit. I'm worried about all the extra trucks and all the extra time they're asking like, run it on the weekend 6 days a week for 3 years. But it's going to make my life hell. So why do they have to do 6 days a week? Why can't they just do 3 days a week?

Jeremy Nicholls: Yeah. Absolutely. Last week we had 2 or 3 days off for rain days. We don't run usually the day after the rain days, while it's too muddy, so we lose all those days. You would be surprised the days we lose, and I don't ever run trucks on the weekend. But if it rained, say, Thursday, Friday. I have to prep and get the land ready for Monday work, so the dozer will work on Saturday, but we don't ever run trucks. I want to have my weekends off and so do my guys. We lose a lot of days to rain. Just that's the way it is, half load, the industry, we can't control a lot of things. So, the same as your outfit that's open Monday to Saturday. They open at 6 am. We're open at 7. We're normally done before 4:30. I mean, I haven't run a weekend in over 4 years for multiple sites.

Mayor James Seeley: Okay, did you need to follow up with that?

Mike McColl: I had another question about, why are we not bringing just topsoil in? What's the other subsoil they are bringing into the site?

Township Consultant: Why? It makes sense. We would not bring so much topsoil, because there is not that much topsoil to fill in the whole bac. That gravel pit,
typically, it's about one and a half meters maybe two of topsoil goes on the top of other “clean fill” meaning fill that meets the required standards for this kind of a property and that's described in the report.

Mike McColl: So what's the other fill, though? Topsoil, and is it clay like he's already run a bunch of clay in the site illegally there a while ago.

Township Consultant: It could be any kind of grounding material.

Mayor James Seeley: So, just I'll pause you briefly. We're not experts on the different tables of soil. They are described in this lengthy application but we have Table 1 and Table 2 and they have Provincial criteria. Can you speak to Table 1 and Table 2, those types of soil that can be brought in under the topsoil and dressed with topsoil.

Township Consultant: For agricultural lands you can bring in soil that meets Table 2.1. The Ministry of the Environment came up with 9 different tables for soil quality depending on whether the groundwater is used for potable purposes or not, how deep is the bedrock, how close is the surface body of water? That basically covers it. And there is some variation. That's why we end up with 9 tables. For agricultural use, when the property is going to be used for growing crops or grazing animals, the top 1.5 meters must be topsoil and must meet table 1 standard and that's defined typically as topsoil. The topsoil, it's basically a mixture of organic and inorganic materials suitable to sustain growth. Below that 1.5 meter but up to the 2 meters above the water table you can use basically granular material. It could be gravel, sand mixture of anything, pit run that meets the chemical analysis of the material meets the 2.1 table, which is again less the of parameters of different allowable concentrations for metals, volatile tiles, petroleum product. There's 200 of them there. So, there is no requirement from geotechnical standpoint. So yes, can be clay. It could be. It would make no sense to bring clay, because you would not be able to compact this, and it would be difficult. Typically, it is a mixture of silt, clay, sand, gravel, cobbles. It could be anything could be rock, crushed rock too, that all falls under the definition of excess soil or fill.

Mayor James Seeley: So, in those tables, 1 to 9, one is the cleanest soil and as you go the other way it gets worse?

Township Consultant: No, sorry Table 1 is the most stringent than will be table 9 and 8, because they depend on whether it's a sensitive site or not, if it is close to the surface body water. So, it's not that straightforward. It'd be nice, but it's not. The least stringent will be tables 4,5 and 3. It really depends on the situation. But 1 is more stringent, 2.1 is the next one. Based on the application, this site we are accepting top two tiers of quality under those tables.

Mayor James Seeley: But the composition of the soils could vary. That's why, as long as it meets those two requirements then it is permitted. So, you could see on site two completely compositions of soils different, and it may set alarm bells off but as long as they meet those provincial standards of table 1 or 2.1, then they'd be permitted.

Township Consultant: That's how it works.

Mayor James Seeley: Does that help?

Mike McColl: Yes.

Kathy White: Thank you. Kathy White, 3540 Wellington Rd 35. The fill that was coming in during Covid in 2020/21, there doesn't appear to have been permission to do that. I first noticed it because of the number of dump trucks in front of my house just constant.

Mayor James Seeley: So, we'll address that and it's in the report. That fill was brought in previously, and that's been for lack of a better term dealt with. So that's been through the process with the Township and it's been dealt with. Yes you are right it was brought in.

Kathy White: Well, I'm concerned about the hall route as well. So there have been two haul route conversations here. One is the haul route as proposed, and then, if additional fill is coming from different areas, then there was a suggestion here that the haul route could be modified, and I'd like to know what enforcement and consequences there would be for not following the haul route, because, as a resident of Puslinch, we spend way too much time policing the gravel pits, and this is just an extension of a gravel pit into the future.

Jeremy Nicholls: I can comment on what we do. We sign our trucks right out. If they come the wrong route, we have somebody watching the roads following, driving up and down the roads. We sign that company out whether it's the truck or the whole company.

Mayor James Seeley: What is sign that company out, fire them?.

Jeremy Nicholls: They can't come back ever. That's it, one and done. We have our own side of things, we are not just leaving it up to the Council and the by-law to do it.

Mayor James Seeley: That's great to hear. Do you want to speak to this? (Reference to Justine Brotherston).

Justine Brotherston, Municipal Clerk: So through you, Mr. Chair, so staff will have the haul route permit, and that haul route permit is through our Road Activity Bylaw. So, we will have enforcement mechanisms through a bylaw. That being said, the applicant has also discussed the complaint protocol, so likely that will be a first step in working through with the applicant. But, we do have those mechanisms.

Mayor James Seeley: Similar to other by-law infractions, we would rely on a reporting, but I feel I'm hearing is that there should be a mechanism that you can utilize through the contractor. Now there's nothing precluding you from skipping, using it. I don't believe, unless

Staff will say, did you use the conflict resolution mechanism. But if you call in a complaint. We're likely going to follow up with the contractor, and then, you know, those wheels will be in motion. Similar to any other bylaw infraction, and there could be consequences up to and including cancellation of their permit.

Kathy White: Yeah, I think when I read, the contract is more between municipality and the company. So the public, I would think, needs to be reassured that there is some consequence and that seems to be an ongoing problem with the soil movements in the province is, there's very little enforcement oversight, and they're actually looking for case law to limit the amount of infractions that seem to be happening. I've been attending the soil, SSO's conference over 6 or 7 years and so I listened to the QP and how this developed from waste into reuse of excess soil.

The license was surrendered, I think. What? 2010? Something like that. Why, now, why wait all these years if the rehabilitation has been deemed complete but not complete enough? And there is significant dollar value added now to bringing in soil, there wasn't at that time. So that's a concern, too. This is a gift, of a lot of money. So, take the aggregate out, Sign off. It's good to go. And now, when there is this huge sum of money here for taking fill onto your property, that concerns me as well that there's been quite a lag in time.

Mayor James Seeley: So I would. what I'm hearing is, what's the merit of the application? Is it to increase farming productivity? What's the basis for bringing this application forward because I actually have similar concerns in the sense that gravel pits are on our radar, I don't think that's a secret to anyone. And this one is a legacy, exhaustive travel pit that likely had a requirement to be rehabilitated to agriculture land. So this isn't your problem. (inaudible) So if those rehabilitation requirements are so poor that now we have a landowner coming to say, you know, this was approved as a gravel pit, the rehabilitation plan was approved by MNR. It's not worth a hill of beans. We need to bring in all this soil to make the yields better, then part of our conversation should be with the MNR on the rehabilitation going forward. But that's not your problem, but that's the question I'm hearing from Ms. White. If this was rehabilitated back to the standards that were required of it back in whenever they did it. Why are you here? And that's what I think she needs to hear from you.

Kathy White: I also think there was a fill application somewhere in between, because I have some correspondence which I can't find. The Township turned down a proposal. Am I correct?

Mayor James Seeley: Well, let's answer the first part, you know. the merits of the applications, and it's in the application.

Jeremy Nicholls: So, because of all the illegal activity with dumping. It was hard to get good fill that we need it further out. And you guys are further out. People were dumping in Mississauga, all over Caledon. Now, because of all the bylaws that are in place, we can get that fill further out to where it has to go, and if you think it's a financial thing. I can tell you, we're a quarter million dollars in now. So just take that in mind when you think of how much money is going to be made in this project.

Mayor James Seeley: Sorry I'm not understanding your statement that fills further out. So are you saying, because of other municipalities bylaws and enforcement, that you're bringing it out further, because it's easier, or I'm not…

Jeremy Nicholls: It's even just for that money wise. It's not easier, but because there was so many illegal dumps everywhere. They weren't out here. They were in like I said Mississauga, in Caledon, in the closer areas now because of the rules and regulations and the bylaws, they've

really hammered down on it. So, people like me who work in the farther areas in Hamilton, and that. It's easier for me now to certify fill and bring it to a location that would not have happened. Let's say 5 or 6 years ago, because it was just a free for all. So it has nothing to do with. you know, no other townships flags it. Other townships and all of them actually do.

Mayor James Seeley: I don't think it addresses the merits of the application, is it? You know? Rather than here, is it? I'm not sure.

Brian Enter: Yea, So I'm not an agrologist or an official on that, but my understanding is that the yield is poor, the existing topsoils is there. So, I think you kind of in a sense, leaned over to us and said, it isn't our place at this point to speak to what happened in the past, and in some ways unfortunately, having to go through this whole process has been necessary to do what should have been done, maybe in the past. But I don't believe that's what the debate of this site alteration permit. Sadly, I think that the fact that we're here is because what didn't get completed in the past to completely rebuild the site didn't happen. So now we are forced to rehabilitate the site under this process.

Mayor James Seeley: Increase the yields of the…

Brian Enter: That's right to increase the yield of the crop cover that's on site. Because right now it's I mean, if you look at again, I'm not official enough. You look at Google Maps, etc. You can see the various vintages of the crop, and it's all very poor. coloration, essentially. All you see is yellow poor cover on there compared to the rest of the healthy, where the topsoil hasn't been stripped on the other sites.

Mayor James Seeley: Sorry, Kathy, that's the second part of your question

Kathy White: The point I'm trying to make here, I guess, is that that site sat in that condition, when you had to purchase soil. Now that soil is, and income we see in this application come. Does that make sense?

Mayor James Seeley: It does.

Kathy White: It's sat for many years like that

Mayor James Seeley: We don't. We're not privy to the landowners situation.

Kathy White: No, but I'd like to raise that point that it's going to be a cost to Puslinch for the roads, for the heartache that it causes us to, you know, just going out on your road for a walk, with trucks running up and down was horrific. Hearing I didn't know what was going on, and then I followed your truck and realized what was happening.

Mayor James Seeley: Yeah, no, I recognize that I appreciate your comments on that. I mean, I don't know if the applicant has to divulge their personal information as to why they decide to do it now. Yes, the environment has changed, and there's it's different. But at this stage of the game we're just dealing with what we have.

Kathy White: And like aggregates, there was a commitment to return the gravel pit to agriculture but the same thing here, there's no firm commitment or nothing in writing to say that will be a farm. It could be an estate lot with a big house and a barn we don't know, so basing it on the crop, and all those other things to me is immaterial, because it may never be that, it was supposed to be agricultural. In initially, with the permission for the gravel pit, came the rehabilitation.

I said, notice something that the consultant said, for the most part suitably set back from the GRCA regulated limits. The GRCA wetlands in that area, part of the cranberry boil well bog and the whole middle tract complex. And that was the big concern during the original pit application. I believe there may have been monitoring laws on that property. There was a concern about the flow of water from the property, that the wetlands would be sufficient or not too much so there was some care taken. One of the comments that I read from a consultant was that the base of the pit, like that sort of teacup thing? I'm saying that would help to collect water. And I wonder if there's been any investigation. First of all, I didn't see really know of any studies that were done with those provincially significant wetlands, or there, and the hydrogeology of the site. There's also a note made by the Township that there some part of the site there was an area that appeared to be closer than 1.5 meters from the groundwater, because there were cattails, and it was wet most of the time. I think the fact that it is so close to that complex. and that was something that was taken to into consideration during the pit license. It's something that the Township really needs to investigate or consultants at this time.

Mayor James Seeley: Do you have any comments on GRCA?

Justine Brotherston, Interim Municipal Clerk: Through you Mr. Chair, the application was stipulated to the GRCA. So the GRCA. To read it and provide comments that the development activity was outside of the GRCA's regulated areas, and therefore the GRCA. So the GRCA. Provide a comment that the proposed development activity is located outside of the GRCA's regulated area, and therefore the GRCA had no objection to the proposed site alteration permit application.

Mayor James Seeley: Was there not also correspondence from the GRCA in there that due to the change in their scope from the provincial government to not even circulate them anymore. So that's what I remember reading.

Kathy White: I've been going back and looking.

Mayor James Seeley: But they don't have the jurisdiction any longer, GRCA.

Kathy White: No, that's the township.

Mayor James Seeley: So I don't know who on your side would, I recognize you were stating there were setbacks from. You know property boundaries and things of that nature. I would assume that you know the proximity to any of these, natural sensitive areas. Can you speak to them?

Brian Enter: Yeah, I mean, I'm not. I think they do still have jurisdiction as far as their regulated boundaries or the regulation limits. So, we are outside of that, and we've actually added distance from that. I'm not sure there's a few comments through you. That were made, that I'm actually quite confused about with regards to groundwater comments, things like that. There's a number of comments that were made that I'm completely unfamiliar with that. Have any application to this this application. But we are outside of that, their entire regulation limit, and they already provide their clearance.

Mayor James Seeley: Staff have any insight onto the cattail area that could be within a certain prescribed distance to the water table. Or do you know where you're referencing that from, Kathy?

Mayor James Seeley: How about move on while you dig that up? Is that fine?

Kathy White: Is it a recharge area, and has that been mapped. What's going in here? Is it going into a major recharge area? I know the groundwater's blowing southwest. There's also a tributary of the Irish Creek on the property.

Mayor James Seeley: So these are hydrogeological questions.

Brian Enter: That's not required.

Mayor James Seeley: It wasn't required?

Kathy White: No?

Mayor James Seeley: Well, that wasn't required. So that wasn't studied.

Kathy White: I think the fact that it was a pit. There was a lot of, there was a significant file for the original application that took into consideration where that pit was located.

Mayor James Seeley: Sure. But that's all come to fruition. License has been surrendered. And here we are today. Right? So I'm not sure how

Kathy White: Helpful, I think, in looking at the soil, coming in. Going back to see the conditions the site was supposed to be left in, and also the concerns with the slopes and hit elevations. That's a very, there's a lot of description about that property. So just coming in and filling it to grade. I'm not sure if they've considered the runoff to the wetlands or the effect on the wetlands.

Mayor James Seeley: I believe, it was stated earlier that the runoff has to mirror what's currently on the site. So, I don't know for soil promise like that, you know. The impact, the water getting from the top and going down through the you know table 2 2.1 soils. Has that all been reviewed or?

Thomas Kolodziej: No, It's not been reviewed because the way it worked is the Ministry has done all the work upfront. Right? Ministry went through the process like a risk based process when they, 2 different settings. You know, for example, depth to the groundwater, whether the groundwater is potable or not. And run the studies to see how much of various parameters, metals, petroleum, white hydrocarbons, if the water runs through the soil, rain, snow melt, surface water, how much of those chemicals, those parameters, can affect the groundwater. So they back calculate, there's no sort of absolutes. There's no clean. So, Ministry takes a risk, it is one to a million. and if the risk of below one to a million, they say the chance of this water being impacted by that soil, to be about that risk threshold, you cannot have more than so much of specific chemical in the soil, and that's how they put those tables together. So that's why the closer you get to the surface body of water, the more stringent. The closer you to groundwater, the more stringent. So when it comes to dealing with excess soil, any other remedial project, whatnot you have to know your site conditions. You know your depth of groundwater. Is it going to be residential, commercial, agricultural. And then you see what's the maximum oil concentration or chemicals in your soil that you can put on that problem. And you don't have to go through every single time through no hydrogeological assessment. That's been done. Now, if you think that the ministry's numbers are too stringent because they are stringent, and then your site can be fall under less general requirements. Then it's up to you, using ministry protocols and methods and basically prove to the ministry or to the municipality that you should be allowed to bring soil, not as clean, as the table, 2.1, You got to redo all the

risk-based studies the Ministry had done to come up with those generic numbers that they put into those tables. So if you meet the table great, you don't have. If you don't, you can try to come up with your own study, following this whole laid out process to prove that for whatever reason your site should be allowed to take less stringent material. So that's all written up in the regulations and the protocols.

Kathy White: Are you allowed to take less than (inaudible)

Mayor James Seeley: So I'll close notes version that.

Kathy White: (Inaudible)

Mayor James Seeley: So the Ministry set the standards, and then the site is gauged against the standards for whatever water impact it will have, and if they know the water table level, then they can bring in 2.1 level soils, because they already understand how much infiltration will be and the risk associated with certain percentage of contamination table 2.1. If they were wanting to import less clean soil, then they would have to go through all those extra studies to prove that it's not going to impact the water. So, where we're at here is what I'm hearing is that they've taken their property, their box. They know the level of the water table and that they're going. That's why we have a monitoring in place and the tracking, because they're going to bring in only this table of soil which then is acceptable from the provincial standards to be placed. Recognizing that there would be some infiltration. So that's where we're at.

Kathy White: That's about soil quality? Soil quality?

Mayor James Seeley: Yeah.

Kathy White: Talking about the wetlands.

Mayor James Seeley: Well, you're talking about the water going through this new soil to the wetland, right?

Kathy White: Running off from the top too much, not enough. It's because I looked at the application for the gravel pit license and saw the concerns at that time about the wetland which is adjacent. And that's my concern right now, if they bring in contaminated soil. I'm not testing it, but I am concerned about the little tract complex wetlands that are there in Puslinch, and they're not far from the site. And there was a concern with the gravel pet license that the flow to the wetlands was maintained hopefully, not too much, not too little.

Mayor James Seeley: So before you move on. Can you speak to the runoff from the site where it's going, how it's getting there. And then. oh, God. I stayed up all night reading this. My understanding is that these table 2.1 soils with some different characteristics can be built up to a certain level. Then after that it gets cleaner. Which and I'm making an assumption, and that way any water is less likely to make it to the less desirable characteristic as well. Can you speak to that a little bit? Because I think that's the.

Brian Enter: I think the challenge here is that we're conflating a number of issues at the same time. So, the comments that are being made are blending issues together. And that makes it difficult. So, I can speak to a couple of things. I'm not a geoscientist or Geotechnical engineer. So, I'm not going to tread into that area too far with the tables and qualities, etc. However, so the application got screened by outside consultants first of all who reviewed what would be required for a complete application. So that was done by other consultants, and they deemed what was required to look at this site with regards to what studies need to be done. So, we

were given that list, and we followed that list. So there, can be speculation on all kinds of other things that people might want to be done. But there was a list that was given to us, and we followed that, and it was a significant list, and we did that carefully and properly. And it's been reviewed. And at this point, we've addressed all the concerns, so a significant amount of work was done to follow what professionals who reviewed the file required of the application. I think that's important to note. Secondly, then, getting into some of the concerns about wetlands. So, I'm speculating now. I've not reviewed the previous application or previous permit for the gravel pit. That's been years in the past. Generally speaking, my surmising would be that if there were concerns for the wetland, so I have been involved in many other projects, and generally the target for that is, send as much water to the wetlands you can, don't dry it up. Wetlands like water. They want water, they can handle surges. They want the consistent. So a gravel pit, what would typically happen is they would eliminate the runoff because you opened up, you allow infiltration to the gravel, etc. You maybe go lower. And now the water doesn't go to the wetland anymore. So, if there were concerns for the wetland my guess would be is that they were concerned that the water was disappearing. So, at this point we're proposing to have a gradual regrading. It's going to meet the existing conditions along that boundary edge, even set back further from the regulation limits, the same amount of water. Potentially, there may be a slight increase, because you're going from gravel, open gravel to topsoil surface, but they're extremely low slopes. So, we did a brief analysis on the stormwater management, and that it's nominal difference from the barns and the whatever. So essentially, it's irrelevant. And if anything, there's a benefit to the wetlands because it will potentially take a little bit more of the surface. But there should be, in a sense there's no change. So again, I still go back to the fact that this was screened by professionals. We were given a list, and we've addressed the requirements that were put before us.

Mayor James Seeley: Okay.

Thomas Kolodziej: I mean that the whole process is very regulated, like the ministry consulted with the industry, consulted with MNRs, and others, and biologists, and the process is stringent enough. The idea is that if you meet the minimum requirements in the regulation, that will be safe. Now, obviously, we're assuming that people follow the rules that's beside the point. We talk about soil quality, there are specific requirements once you're getting close to groundwater, you have to be, or the soil has to be cleaner. Let's put it this way. If you're getting within 30 meters of wetlands and bodies of water, the soil has to be cleaner. So, there are specific requirements. Where are you putting the soil onsite? And it's all regulated. So yes, there's specific requirements. If they want to go closer than 3 meters, and they'll have to be a specific requirement like a meter requirement. This soil will have to be cleaner than the soil placed 50 meters away from them. So that's how this works. And again, it's the process laid out, and it's really, pretty robust. Now it all comes down to the so in on the implementing, following it and making sure that people follow this place.

Laura Murr: Hi my name is Laura Murr, I live at 123 Downey Road. I was a member of the Mill Creek sub watershed study, so I'm quite familiar with the whole area around where they want to put the soil. And I think I would like to correct the consultant with regards to the depth of water table in the wetland. Wetlands survive on a very narrow regime of water too much, and the trees, whatever wetland trees die, and too little of the wetland starts to dry up. So, there is actually a regime. I can't remember how many feet it is, but it's not that much. And the other thing is, you know, I don't think anybody can tell you if any. I took the environmental site engineers course or engineered assessment for contaminated sites, and I don't know how anybody can say that unless you test every truckload that comes in there that you are not going to be bringing in contaminated soil because it only takes one liter of dean apples to contaminate groundwater, and so I'm wondering if you're going to be paying the proponents, going to be paying for testing all of these people's wells over the long term, because sometimes

it takes years to reach the level where they're going to be taking it up in their wells. So that's one thing I have a concern about, because I know what happened when I took the environmental site assessment course, what happens when they go in and take up all the soil. They don't check the whole site to look for how contaminated the soil is. They're not going to be checking every truckload that comes into that site. Somebody's already made money off this site. They took all the gravel out, and they made money on this site, and now they want to make more money by bringing in fill that may impact everybody around them. Their quality of life, the well water, even the regional aquifer could be here because they've taken all the gravel off the site. So, it's already how do I say, it's already susceptible to contamination because you stripped off that layer and they brought in soil. Now they can't grow anything like well, why can't they plant trees? Why can't they put in, grow hay. There's other crops that you could plant in there that would benefit the environment around it without bringing in soil.

Thomas Kolodziej: You're right. I mean, if you collect a soil sample, teaspoon of sample and you split it 5 ways, there will be 5 different results. And then when you resample those 5 results. You're going to get 5 new results. That's true. That's chemistry. That's how it works. It's all based on a reasonable approach like ministry requires minimum one sample for 200 cubic meters of soil brought to the site. That's the minimum requirement.

Jeremy Nicholls: And that's the 40 trucks?

Thomas Kolodziej: Let's say, 25-20, based on the size of the trailer and that's deemed to be safe if you have even more soil at certain point the number decreases. So, for up to 600 cubic meters. 60 trucks let's say you have 3 samples minimum required. That's all you need to bring. After that you do one for every 200. Once you go over. Don't quote me on it. 10,000, I think it goes up to one every 500 or 300. I forget the number. It's the frequency goes down. Well, It's not an honour system. I mean, it comes down to when ministry runs, the comes up with the numbers they run, those statistical analysis and modeling and what not. And it basically they come up with what's reasonable, what's practical? And how can we protect the human health environment? That's the ministry mandate is to protect human health and environment. If you were saying, you have to sample every, you come up with a number, everything would just come to halt, and nobody going to be any better. So, there is build risk. There's always, I'm telling you. There's no absolute, clean, absolute theory. Ministry took approach. One a million acceptable risk, and they use those numbers to come up through their studies. And it's been like. And it's not just Ontario ministry, environment. And it's all based on the science around the world, United States, Europe, everywhere. It's the same approach.

Laura Murr: But other areas have refused to accept the risk. They're not allowing filling to go on that comes from outside their area, Woolwich Township is a good example. I believe they already have a fill Bylaw. And so, I think that you know, saying that this is an acceptable risk. I find that unacceptable because I worked on groundwater pollution issues. And I know what happens. And I've seen I know there's been illegal filling in Guelph, where they've had contamination just from whatever they brought in. So, I think that we should all be aware that this does put people's the groundwater at risk, it puts may even put the regional aquifer at risk. We don't really know. We don't know enough, because a few years ago how much fill was being brought in, you know, 10 years ago there wasn't a lot of fill coming, and now we're getting fill from all over the place all the contaminated sites in Toronto. You know, and other areas. So I think you should reject this proposal. There's other things that can be done to the land without bringing in a bunch of fill.

Mayor James Seeley: So I want to ask Staff. It may be in the report may not be. But have we mapped the closest proximity to wells? That's not the right way to put it, but the neighboring wells location, and the second part of that is. Have we built into the complaint mechanism a

well testing or even well testing protocol if there's complaint about people from drinking waterbus.

Thomas Kolodziej: I'm not aware of anything proposed like that. However, the regulations is clearly specified, though how close the imported fill can be brought close to the potable wells, 100 meters within the potable well. If there is no well on site yet, there's a proposed well they have to stay also within 100 meters, that the soil standard change within 100 meters of the proposed well. If there is no idea when the well is going to be built at this point it has to be within 100 meters of the center of the site. Very simple.

Mayor James Seeley: I'm more concerned with the neighbors. So, when we get this back, staff, if we can at least try to figure out, I would like to see if we have that data where the neighbor's wells are, and consideration for inclusion in the complaint protocol, well interference. Does that make sense kind sort of? And I'm not suggesting that Staff will adopt that.

Valerie Gagne: I'm Valerie Gagne. I live at 6745 Forestell Road. Our property is adjacent to sideroad 10, and our backyard backs onto the site. I have a lot of concerns about this project going forward. As the last time the fill came through. My children and I and our dogs use that side road we bike, we walk. One of my kids was almost run off the road by one of the past dump trucks. There was an excessive amount of dirt and muff. They were doing a good job most days cleaning it up, but it wasn't perfect. Our yard was consistently bombarded with dirt, dust, and soil to the point that if we used our pool. Before we had people over we had to vacuum. Empty our filter, clean out our filters because of the amount of dirt that was coming through our property. It was even something you could feel in your hair. We couldn't sit outside. We couldn't use our backyard. We've barely used it in the last couple of years. For this reason, so I am concerned about that. I also work from home. My office is adjacent to sideroad 10. There's constant vibration. Trucks moving noise. You're trying to conduct phone calls, do other things, and it's very disruptive. So, I have concerns over that as well. So, the other question is, was there anything about dust to control dust, anything put into place for that sort of purpose? Because sideroad 10 was a terrible mess, and our yard was a mess, and I wouldn't want to see that going on for 3 more years.

Mayor James Seeley: So, first on the trucking, I remember when that was transpiring. I do believe that a couple of things with the haul route in place and penalty mechanisms that will that could be utilized by the Township that I'm pretty confident that if approved that the haul route will be adhered to along with the fact that Concession 4 is now closed at the Hanlon, it was likely more convenient to turn on Concession 4 and come down and come past your home. Behavior will likely, along with the contract of being very stringent on the haul route will ensure that they adhere to the way they're supposed to go. I would also commit to you that, if I hear, continued infractions on the haul route, I would vote in favour of removing this permit. I am not tolerant of noncompliance of site alt so that part I feel will be adhered to, so is the trucking and dust. I did read in the report. There is a robust responsibility for street sweeping and things of that nature. But then there's also dust on the site. Now, gravel pits. They're allowed to add water. I don't know making the site where they're going to be hauling this type of fill. But just make it worse. I don't know. So how is there a component of dust control for the on-site dust creation.

Jeremy Nicholls: We have a water truck that we use on our sites that we run around with it. It's got a little sprayer, and that's what we use. We even use to wash the roads fall afterwards during the seasons that allows us to. So it's hard on the equipment as well dust, you know, and we know it's hard on neighbors. So, we tried to. We bought one years ago, and so they've been a big help for us.

Mayor James Seeley: So I'm sorry. Is there anything on that, or just around the dust component?

Justine Brotherston, Interim Municipal Clerk: Through you Mr. Chair, So if Council were to approve the application, there will be a requirement for the applicant to enter into an agreement with the Township and through that agreement we're able to add conditions. And so with the complaint protocol with dust controls. Those are all items that we can add in as conditions to the agreement, so that it's clear what is required by the applicant through the duration of the permit.

Mayor James Seeley: So was the trucking and dust. Was there something else anything else I'm missing?

Valerie Gagne: It was the noise and the vibrations of the constant trucks. And it wasn't just that it, was the bulldozers like that. They're waking you up at 7 in the morning on a Saturday, you know, sometimes we work late, we have different shifts. We might be working till two or three on a project, and you can't even, you know, like it's so loud because our back bedroom is right adjacent to the property. So, it was waking, my daughter up too, like everybody, was hearing it in the house.

Mayor James Seeley: And we heard from another local around concerns around the hours of use. I'm sure there'll be a conversation with Council around the permitted hours going forward. Not likely to happen tonight, but. We will have those discussions. Okay, go ahead sir.

Mike McColl: Mike McColl, I got concerns about the haul route coming up from Laird Rd to Forestell Road. That road is already starting to break up. So this run, all these trucks over that road. Who's going to repave? Are we going to repave it as a township? Or who's going to manage the road?

Courtenay Hoytfox, Interim CAO: Through you Mr. Chair, There are securities that are required to be collected, and those have been collected when that permit was approved. And those can be drawn upon for road maintenance. Repair that sort of thing. It's all stipulated within that document.
Mike McColl: Okay, well, it's already starting to break up. So, it's really like, I walk up and down that road every day. So

Mayor James Seeley: Do we do an initial assessment of the road?

Courtenay Hoytfox, Interim CAO: So yes, Mr. Chair, those are done. Yeah.

Mike McColl: It was just a dirt road that they paved over right? So, it seems to be getting heaped and all kinds of spots you drive down it. It's rough, it's crazy. So, once they start running those dump trucks down there it's going to just demolish that road.

Mayor James Seeley: So, we should have a conversation around the road

Mike McColl: Go down and take a look at the road. It's got some big wows in the road. Maybe after you drive around, or you know it buckles your teeth.

Mayor James Seeley: John, go ahead. Sorry you say your name.

John McNie: John McNie, 6927 Concession 2, speaking on behalf of our Mill Creek stewards, and we are concerned because of the number of pits around the Mill Creek, which we consider our concern, and the likelihood that this infill of excess soil will

spread to many other pits in Puslinch. I guess our greatest concern is you as Council are the final protector of our Puslinch community. I hear you referring to provincial standards and stringent regulations. As a community, as a council. We know how effectively that is applied to the aggregate industry. Puslinch has faced all kinds of problems because the enforcement has not taken place. Standards have not been met; regulations have not been followed. We're opening a door here to a whole new aggregate industry type form of situations that could go on just as long as the last 40 years have applied to Puslinch with respect to aggregate and be far more damaging because we're not just taking something out of Puslinch. We're bringing an unknown into Puslinch, and something that could have ramifications for decades, if not a century. Even this situation, 145,000 cubic meters of soil coming in. It's not been defined as storage, and they've defined certain amounts, but they've said the rest will be defined later, and yes, it will meet these provincial regulations, and etc. We know how well that works This is an opportunity for Puslinch Council at the beginning, when it hasn't already spread, as it has with aggregate to say no to something that's going to be a problem in the future for Puslinch. So it's very broad, our opponent. It's not specific to this pit, but it's very, very appropriate to the future. You folks are going to make a decision that's going to have serious effects down the road, if not immediately on some of these residents who are close by. But we're talking about all the other pits in Puslinch, literally billions of dollars of profit to the industry. So it's going to happen if the door is open. So we just wanted to let you know.

Mayor James Seeley: Question, and I believe I know the answer. But Puslinch cannot refuse excess soils. I shouldn't say Puslinch, Municipalities can not refuse excess soils my understanding, when they did the excess soil rights, Province put in place that we have to proceed it.

Courtenay Hoytfox, Interim CAO: So to Mr. Chair, perhaps I'll start more. I'll start, and then, if Thomas wants to chime in. But the Township for a long time did have a prohibition on excess soil. It was in a bylaw that was less than effective, prohibiting something that's occurring and not having a path forward to permit something is not an effective control mechanism. What you end up seeing is the importation occurring, and it's just occurring illegally without any checks and balances. So that was in Puslinch for over 10 years. And it was problematic. It didn't work. It was not an effective system. So what the Township and this this Council did, realizing that that does not work is put in a bylaw that allows for applicants to bring in soil in a way that aligns with the provincial excess soil regime, for better or for worse. That is what it is, and it has gone through as Thomas has outlined. It's a stringent document, and we have dovetailed our bylaw to align with that. The alternative is by not allowing these this type of use or this type of activity in the Township is, it will still occur, and the Township will have no regulation, no control over what's coming in. and we'll end up in a very litigious situation over and over and over with these uses. And so what we're seeing is a bylaw that provides path forward, in a way that aligns with what the ministry has deemed to be in the best interest of human health and the environment.

Thomas Kolodziej: Yeah, like, I believe that the Township also got legal advice too, when, during the preparation of the new bylaw and it's a legal question whether the Township can prohibit and the acceptable imported fill or not access. So I don't know for sure. But I believe that you could say no excess fill, and there'll be your bylaw, and then there'll be trucks at night running around dumping all over. That's that happens other places and ministry and the industry recognize that it happens it's illegal. There's no control over it. It's actually the organized crime was involved in doing this. It was very profitable. So the choice was made to look at the excess soil, not as a waste, but also as a resource. And regulate it, and put in place all those checks and measures and

to minimize the potential for people breaking the law, but the same time providing avenue for those who want to follow the rules to do it legally, cleanly. And it's a documented process that can be checked. And so I think that's the answer.

Mayor James Seeley: Thank you for that.

John McNie: I understand what you said, I think what it comes down to is how effective are those provincial regulations. And so when we say we shouldn't stop excess soil from being dumped because of the potential for illegal dumping to take place. I think that's a very bad road to take, because that illegal dumping, at least, is relatively limited. We have the capacity, litigious though it may be, to attack those particular situations and deal with. But the door we're opening now. It is a door, not for a couple of 100 truckloads coming into Pushlinch illegally each year, but for literally thousands of truckloads. We're talking about literally hundreds of thousands of cubic yards of soil, and, as the gentleman's mentioned, the chance of that being contaminated, even one in a million raises the high specter, with millions of yards of soil coming in almost guarantees contamination. and with our pits below water level guarantees that contamination of getting into the aquifer at some point in the system. So the question of whether we ban excess soil to me seems a no brainer. It really is the only way to go at this point and challenge other municipalities to do the same, and, yes, deal with the litigious situations when they come up, because they are not that common, and at least it deals with the mass of soil coming in.

Courtenay Hoytfox, Interim CAO: Mr. Chair, Just on that last comment, I think it's important to note that the township responds with bylaws the establishment of regulatory bylaws, either because it's a legislative requirement, or because there is a problem in the municipality that they're trying to deal with. So in this case, this bylaw was brought forward because there was a significant problem with illegal fill in the township. So I can say it is the number one complaint in our bylaw department is a legal fill. It is a common, very common occurrence in Puslinch, like I said. When you look at our stats, it's the number one reason why we dispatch our bylaw officer to sites. It would be well beyond our limited resources here to litigate every single application.

Mayor James Seeley: It's almost beyond our resources to litigate one.

Courtenay Hoytfox, Interim CAO: Correct. So we have files where there was a legal fill that was imported. That are spanning 2 and 3 years in terms of our time spent at provincial offenses Court. We hire specialists, we hire lawyers. This is in hundreds of thousands of dollars to the taxpayer to litigate these files. We also have our bylaw officer that can't keep up with these. It is a significant issue in Puslinch. It is not realistic that we are able to prohibit something that is this prominent in our municipality. It is just not realistic and also, I think there has to be what we've heard is that what the court systems want to see, especially when these things kind of come to that point where we're having a decision made, is there needs to be a path forward. It cannot be. This is a prohibited use, and it's not allowed.

The courts are not accepting that. They want to see. There is provincial legislation in place. That says this is can be done safely. Municipalities. You need to provide a path forward in order for this to be a permitted use in your municipality. So what we're doing is through this bylaw. And again, this is a new bylaw. It's been in place for about a year. This is our very 1st major application that we're processing, and we're working through the process to see where it could be improved and that sort of thing, but prohibiting fill in our municipality is not going to be a realistic option for the township.

Mayor James Seeley: I also feel that if we build a bylaw and I'm not saying we're going to approve this or decline it. But if we just give the guys that there's a path and say, No, no, no, that won't help the municipality from court. I'm very much a supporter of managing this as best we can. Especially, if it's under the, you know, premise that is to improve farming farmland, and I've seen reports. We're losing farmland at a high rate. So if we can, you know, return some lands to better farming. That's a win. As long as that's the true intention. So it is a balance. It's a long way around. we still have people raise hands. Go ahead, Sir.

George Anastasakos: I am George, at 4658 Sideroad 10 N, right beside the property. We've gone through this a few years ago. with all the trucks on the same property. and that created a major mayhem for us, living right beside. And that created a major mayhem for us, living right beside. First of all waking up in the morning by the truck boxes. The tailgates bang! Bang! Bang! Constantly all day long. Then we have the dust. Then we have that disruption of wildlife. I have not seen any deer into my back property ever since the 1st episode with a trucking firm on the property before, so we're not only disrupting our way of life. we are also disrupting our wildlife. So I'm not sure which way we're gonna go about it. But what we need to think is the future of Puslinch. I left Guelph just to have some peace and quietness. And I'm not. I don't think I'm gonna be very happy listening to the trucks and bulldozers for the next 3 years, or whatever it is. Every day, In the wintertime we're cooped up inside the house. In the summertime. We like to be outside on the deck. Call some friends have a barbecue. We cannot do that with all the dust lying around. Who's gonna be cleaning our cars, our motorcycles, our windows. I mean, it's a never ending job. We've gone through that the 1st time, and it is a major disruption, especially living right beside the property. And why wasn't it thought the 1st time around to bring the proper soil?

Mayor James Seeley: I spoke to that around the rehabilitation,

George Anastasakos: You know, with contaminated. I've been involved with contaminated soil. It did not go to Hamilton. It went to Stratford at another farm. To me as an owner. I didn't care. I paid to get rid of it wherever it went. wasn't my concern, but I did know it didn't go to Hamilton. It went to Stratford. So I just leave that up to you people to make the decisions.

Mayor James Seeley: Before you sit down. I have a question for you, because this has been on my mind. What would be if this application is approved? What's more tolerable? A longer application period? Because then they have less frequency of trucks or a shorter application period but more trunks.

George Anastasakos: I really don't know. Oh, the lady over there said, No, I'm sorry, the lady behind. The property already been made money. It's made money several times. Now, I like to know what's the motive behind it.

Mayor James Seeley: I have problems with our decision, based on the benefit to the Resident.

George Anastasakos: You know, living over there I see families walking up and down, people taking their doggies out, bicyclists constantly. You know what I mean. There's no, the road is not wide enough to have bicycle lanes or anything. The people just. It's a quiet neighborhood that's gonna be all disrupted. You live beside where I am, sir, and you see, how would you like to wake up every morning? 6:30, 7 o'clock! Bang! Bang! Bang! Bang! Bang! Every day all day long. You know that's a major

disruption, as far as I'm concerned, towards my lifestyle, and that's why I moved over there.

Mayor James Seeley: So I was trying to get a feel if there's an application that's approved. There's 2 components, you know, a longer period with less bang, bang! Bang! Per day, per week, or if this is to improve farmland, and you need better crops. Is it more palatable to the folks that live there?

George Anastasakos: It should have been found out before Sir.

Mayor James Seeley: But I guess you don't want to answer the question, which is fine, but I would appreciate feedback from the residents on that component, because that's a part of my decision on this is. Should this be condensed? Should it be? You know, the 3, the 4 year to spread out the impact? These are because these are real. If it's approved.

George Anastasakos: If it's gonna be okay. You know, I'd live with it. But they have to sign a 99 year lease, that's not gonna be happening. Change the farmland. How would you like to go that because there's a motive behind all this, sir?

Mayor James Seeley: I agree. The impacts of having a gravel pit and then having essentially the same impacts again, is problematic.

George Anastasakos: Exactly. This is what I'm saying, it's already been done once it got refilled wrong soil. That's not my concern, that should have been thought of before. What is the property going to be used for?

Mayor James Seeley: Yeah, and the financial component has come up a couple of times, and the analogy I would use is if somebody has a severance off their property. And they apply for another severance. Should we? Should we not permit their severance because they made money off the 1st severance? I don't think that's good decision. But I'm just saying it's just not. We're looking at the value of the application as presented, and I recognize there's a monetary gain for the President. But it likely shouldn't be the foundation of the decision. It should be on our groundwater, the impacts to our community, the merits of the application, those types of discussions. So I would.

Unidentified Individual: What about zoning if you're saying it's agricultural and you're turning it into a commercial fill operation. How does that fit into the zoning for this area? Because these are all residential homes, who pay a lot of money in taxes for a nice, quiet neighborhood, who pick their retirement space for serenity and calm. That's not what's happening there.

Mayor James Seeley: But there's also a mono mill, small house with far better farm practice decisions. Mono, farmer. I believe it was an orchard farmer. There was a importation prohibition, the farmer wanted to bring in fill to improve the land. Municipality said no. They went to the normal farm practice and lost because there was a prohibition. You have to provide a path forward for farmers. That's where we're stuck on. I agree with you on the concerns around commercial fill operation, especially in exhausted ground.

Unidentified Individual: Would you agree that the amount of fill being proposed for that? What is it? 33 acres is a lot.

Mayor James Seeley: I would agree. It's a lot of fill. Yeah, I would agree to that. But as we get further in the process. You know, I already asked the question of the applicant about the merits of the of the application. We are gonna switch online for a bit. Has anybody not had a chance to ask a question here. Excuse me, sir, just gotta keep the quorum for a bit. There's people waiting patiently online. So I want to give them an opportunity to ask their questions.

Courtenay Hoytfox, Interim CAO: Her name is Jackie Curry.

Mayor James Seeley: Alright, Jackie, I apologize for the delay, but we're gonna move you over so that you can ask your questions, you are required to state your name and your address, please. And I'm being asked to ask you to turn your video on, please, Jackie Curry.

Jackie: I'm trying.

Mayor James Seeley: Oop! Hi, Jackie! We heard you.

Jackie: Can you hear me?

Mayor James Seeley: We can. Now, is there any way you can turn your video on.

Jackie: I'm trying to. But I'm not. Technically. I am very technically challenged. I am. I apologize.

Mayor James Seeley: That's fine. It's fine. I don't think we need our video, do we?

Jackie: Okay. Okay.

Mayor James Seeley: Just hang on, Jackie. Just make sure you clearly state your name and address. Please.

Jackie: My name is Jackie Fallsbury. At 4729 Sideroad 10 N. Okay, thank you. All I have to say is, there are other ways of going about planting, and farming. Okay, that there are ways of farming that the existing farmer has not done, not farmer, but Owner of the land has not done. So, planting corn in clay which he has planted, and the land. The soil that he's brought in has been all soil from Brampton, which is clay, and is not acceptable for planting corn. There are other acceptable crops that can be planted in corn or sorry planted in clay. Which has not been done, and can help break up the soil which has been put in. And if you could do that for the next couple of years that could help break up the soil which is here, etc. Is anybody hearing me.

Mayor James Seeley: Yeah, we can hear you. We're just we're just being polite and letting you finish your opinions.

Jackie: Okay. Sorry. Just wanna let you know I want… sorry. I have a very big. I have a heart condition. Sorry I'm sorry. So I just want to understand or not understand. But I want you guys to understand. I live here. Okay? And when these trucks first start going down this road, we got a puppy, and we could hardly walk down the road because of the trucks going back and forth. Okay. And I am a horticulturalist of over 20 years. And I can't right now. I'm going through cardiac rehabilitation, and I cannot walk down this road if these trucks are going up and down like they were. I'm not joking.

Mayor James Seeley: Okay, no, we understand.

Jackie: The only way this can happen is if proper. Sorry. My brain is not functioning properly. If there's proper…

Mayor James Seeley: Control over the trucking?

Jackie: I really, I'm really really sorry.

Mayor James Seeley: That's fine. I think we understand the basis of your concerns. That you you're trying to suggest that the property owner should investigate. You know different crops to improve the soil.

Jackie: Yes, exactly. There should be legumes. There should be wheat oats but also a proper irrigation, like a proper sorry. My brain is really, really not.

Mayor James Seeley: But we get the basis of your concerns, and then the truck traffic. Now there will be a prescribed haul route. Would that give you an opportunity to walk on roads that won't be occupied by these trucks? I think that would be the scenario, and as I indicated earlier that my position is to be very little tolerance of you know not adherence to the hall route now. Thus providing you an opportunity to walk somewhere in the community. recognizing that not every truck driving down the road is going to the site. It could be problematic. But is the nature.

Jackie: I agree with that. But I also, who is am concerned with my community because I do understand that. Others in my community have been affected by the traffic of the dump trucks over the years. and the fact that no, just a second the fact that the community has been addressed. And then it's been affected towards us. So that we have been affected. And the to the fact that my children have not been even able to walk her dogs down the road because the traffic has been horrendous to and for an entire 8 hour day. Yeah. No, they have been.

Mayor James Seeley: Staff are noting your concerns.

Jackie: Yeah, I'm listening to you.

Mayor James Seeley: Oh, I was just letting you know that Staff are documenting, taking notes on your concerns. So if you don't have any new points, I'd like to. Just. There's another member in the gallery that I'd like to ask if they have some questions.

Jackie: Okay.

Mayor James Seeley: Alright. Thank you, Jackie.

Jackie: Yep, thank you for listening to me. I appreciate it.

Mayor James Seeley: Very welcome. Who do we have? Leanne Stackos? I think I'm pronouncing it right. So next up is Leanne. If you're able to turn your video on that would be appreciated, and just state your name and your address, please.

Lee-Ann Anastasakos: My video on.

Mayor James Seeley: Heard something.

Lee-Ann Anastasakos: Hi there! Can you hear me?

Mayor James Seeley: Yes, a little quiet, but we can hear you.

Lee-Ann Anastasakos: Okay, hang on a second. I just gotta figure out how to change my video. Okay, awesome. And video. Can you see me now?

Mayor James Seeley: Nope.

Lee-Ann Anastasakos: Oh, shit. Alright, hang on a sec. You might not get me. Okay. Hang on a sec here, integrated main there.

Mayor James Seeley: It's fine. Yeah, I think we'll just put you in. So name and address.

Lee-Ann Anastasakos: Yeah. So Lee-Ann Anastasakos, I'm at 4658 Sideroad 10 N. I am two adjacent to the applicant's location, where they want to complete this work. I just want to change direction a little bit here, because we're talking a lot about the soil. And we're talking a lot about different things. We're talking about the trucks, we're talking about mud. We're dirt. What not? My question is, I did hear throughout the presentation that we talked a little bit about a proposal that a house is to be built. Is this something that's already been submitted for? Is this something that is proposal, as in they want to segregate more land, to build other houses on top of this? Are we talking about multiple because the applicant has already built exactly on our property line, which is extremely frustrating, because we built our property in the country so that we could have peace and quiet. We don't have that. The house is terribly messy. There's junk all over the place. It is now a rental in both of the units that are there. So I guess my biggest concern is, if there's a proposal for houses to be built and then severing to be required after the fact is this going to become a rental property per say. So my is my house. Now, going to be backing onto a townhouse complex full of rentals, basically, is what I'm asking. There's an ulterior motive here, and I'm not sure if everybody's getting that I don't want to be ignorant, but you know, and I see you nodding, and I appreciate that. But as the community, we're here to protect each other, and what we stand for, you did make a comment, Mayor in regards to the fact that. Do you want to have this happen now with the with the soil coming in? Or if you want to happen in the future? So are you referring to the fact that this is never going to not go away? Or are you referring to the fact that at some point. This is going to be approved. It may not be by you, but it may be by somebody else. That's what I heard. I don't know if you want to comment on that and kind of reiterate what your thought process was. I know that one of the other members did allude to the fact that they were not going to take no for an answer, as far as it's not acceptable to not do anything on this property, and I understand that. And I'm all for people making money and rental properties, and investments. I'm all for that, if it's done in a proper manner, and if it's not affecting the people around you. We live in the country. And this is really unfortunate that I have somebody that's right on my property line, and I'm pissed, like I can't sit outside without looking at my neighbor. I want to put a fence up now because I don't have a choice. I'm looking at them, and I also thought that the intent of that person building the applicant building that property was that they were to live in it. So they did live in it for one year. Then they vacated, and now we're renting the upper part of the shop as well as the house that's there. So a little frustrated, to say the least. So if this is the intent going forward, and I'm just assuming, because that's what we're seeing right now. If this is the intent. Then I would strongly suggest that the Council make an executive decision that is appropriate to what the community is looking for. I don't want to live in another community. That's why I moved out here. If I have to sell my house because somebody's putting in rental properties throughout. I'm not going to

be very happy, and neither is the rest of your community. So, as you, as the Council. Make your decisions, I think that you really need to strongly take that into consideration.

Mayor James Seeley: All right, Lee-Ann, I'll try to unpack this. Firstly, I don't believe I've heard any other Council member make a comment about this application other than myself. I take those liberties. When I was speaking about you know the term of the permit. I wasn't speaking in the sense of a non-decision now. And proverbial punting this to you know, another iteration of council. What I was trying to get feedback on is there's going to be impacts on the community because it's going to be truck. Is it, If approved? Is it more desirable to the residents affected to have the impact in the short window or a longer window, because it's so. For example, say, it's 147, 44,000 cubic meters. There's a math equation, you can figure out I'm not saying you. A just dump truck, carries X. That's how many thousands of those do you want it in 2 years, or do you want it in 5, or do you want it in 10? That's the kind of pulse on the community I would like some feedback on, because. Recognizing. There's impacts I'm more built of. Give it to me all. Get it done! Be gone!

Lee-Ann Anastasakos: And I Agree with that. So that's. For your, looking for an opinion from us. I do agree with that if this is approved, but if this is approved. And there's an ulterior motive here which I strongly, and not only me, but others in this room as well as in the community, believe there is, then I think that, as the Council, you need to protect your township from these.

Mayor James Seeley: I still want to unpack the remainder of your comments. And I have very much so been a champion, as well as from in this support from this Council for residential growth in the Township, and that includes severances. I have put a lot, and it doesn't matter. It's my job. I have put a tremendous amount of effort into getting more severances within the township. I do not differentiate between owners and renters. They are.

Lee-Ann Anastasakos: And that’s unfortunate.

Mayor James Seeley: Well. I am gonna choose my words here.

Lee-Ann Anastasakos: Yes, you might.

Mayor James Seeley: Yes. there's a lot of need for different styles of housing within even this community. For example, I was told recently, a lot sold for $900,000 for the dirt you still need to put a house on that is not affordable for young families, new married couples to come to this community. And that is a detriment, too, because of our minor ball or soccer. I'm getting on a tangent. But yeah. So to me whether it's a rental or not, as long as it's permissive in the zoning. That's a non issue. Now, you did mention concerns around the tidiness of the property. We do have a property standards bylaw. We this council supported hiring multiple iterations of bylaw officers. We now have a full time excellent bylaw officer. I believe we're bringing on a second one in September. There are things in available to you that you can utilize if you have concerns with the proper standards, and those could be addressed. that you can utilize if you have concerns with the proper standards, and those could be addressed. I’ll talk to the townhouses, generally speaking, in the rural zoning rules, townhouse complexes. Can't be supported on private service as well as on septics. So the likelihood of that happening is next to 0. We do have access or use additional residential units (ARU). So if a lot were created, you can build a house. You can build a smaller house near it, or vice versa. You could build doesn't matter. Chicken or the egg comes first but one is

only as has a prescribed the size compared to the original home. You could have 2 units. Those could be rentals. These are all permissive uses within the Puslinch zoning bylaws. So for me. Whether the applicant is going to apply for a severance. After all this work is done, doesn't affect my decision because I've been a champion for more severances because of many reasons. And again, whether or not it's going to be a full rental house, or have an ARU as long as it's complying to the zoning. Then I'm comfortable, but so I hope that helps answer your some of your questions on the rental and on the entire property standards.

Lee-Ann Anastasakos: Yeah, it does. It's unfortunate on, you know. I thought moving to Puslinch was going to be better, and I'm not hearing that. And that's really unfortunate. You referenced a $900,000 lot being sold, which is fantastic, which is, I'm sure you know. An inheritance that was given to the applicant is, you know, building on, and it doesn't matter about personal information and costs. But the rental units that are there are great, for now until, they become run down, and then they're not, you know, bringing in the value. So now we, as well as Valerie and Trevor, who are in the audience, have to look at these houses that are going to be built. I know it is. It's just, you know a matter of time. It's not been approved, I'm sure, but I know that's the goal here. It's just unfortunate. And I didn't mean townhouses in reference to actually physical townhouses. I meant a number of these small dwellings that could then be rented out. And you know like I said, I'm all for making money, but don't infringe on my property, with you know.

Mayor James Seeley: I have a question for you.

Lee-Ann Anastasakos: Yeah.

Mayor James Seeley: What size of property do you live on? How big is your property?

Lee-Ann Anastasakos: Well, I don't know. It's quite large. It's an acre.

Mayor James Seeley: No, no, okay. So your property where you live was severed so that you could come to this community, right?

Lee-Ann Anastasakos: Nope. This house we bought the property as is. Nothing was severed. We bought the property.

Mayor James Seeley: Oh, but it was severed at some point, that's how we came to this community. So I just struggle with that, you know. Trying to bring that into the conversation, the approval, because most of us myself live on a severed lot.

Lee-Ann Anastasakos: So you tell me, you come to my house. I'm happy to have you here, so you can see what I'm talking about. You come to my house. You build this big, beautiful house. We absolutely love it. We think it's our future, you know. Retirement home. We have our in-laws here which have been supportive of you know the Township has been supportive of that as well. It's fantastic. It's a win win for us. It's a win win for the aging community. But you get this Yahoo next door apologies to the applicant if you're in the audience but that's how I feel. That builds right on my property line and doesn't just build, builds this tiny little dinky house that does not reflect the neighborhood. Like come on like at least have something that's comparable to look at, because now you're looking at my house, and you look at this guy's next door, and you're like what the hell. It's an eyesore. And I know you have no control over that. But you need to hear our frustrations as well as the community. Right?

Mayor James Seeley: So. Standards are problematic. I highly suggest, there's an online complaint form.

Lee-Ann Anastasakos: We've done it already, and nothing's been done.

Mayor James Seeley: Yeah, I'm not privy to by law enforcement. I know that Jacob does an excellent job, and if there is any infractions they will be dealt with. So I'm not going to ask Staff if there's an active investigation. You could follow up with Staff on that that gets problematic, too. They can't tell you the details. But if there was an enforcement and it's been resolved, there's nothing prohibiting you from seeing new developments and bringing those concerns, because we do want a nice township to live in. So, back to, is there any other components of the application around? You know the details of the application that you have concerns with that don't involve, you know, the severances or the type of growth that may come to a future lot.

Lee-Ann Anastasakos: Nope, I'm good.

Mayor James Seeley: Okay, well, thank you for participating tonight. I appreciate it. Great. Okay, he's not given council opportunity. Before I go to council. Kathy, we're not going to revisit everything that we spoke to before. Right? Perfect. I just want to give Council a chance.

Kathy White: Let's try to get it all out.

Mayor James Seeley: it's all good.

Kathy White: And there was some

Mayor James Seeley: I might get you stand up because it is easier to hear you.

Kathy White: What's different about this, is that it's not under an ARA license.
Mayor James Seeley: You want them importation under the ARA license?

Kathy White: No, this has been my wish that the municipality has the same, and the big difference between this and the ARA license being filled with the gravel pits being filled while they're still licensed is that, the municipality has an opportunity to look at the sighting of this terms of. So under the license, the pits there, it's going to be filled because they applied for a Site Plan amendment in accounts to that hole there. No one has. You have an opportunity now to say, is this an appropriate site for the importation of fill not a pit. Nothing to do with pit anymore. As you're saying. However, if it hadn't been a pit wouldn't be in the mess that it's in right now, and there was an obligation to return it to agricultural use. Whether it actually gets there ever or not, I don't know, but this is your chance to decide whether this is an appropriate site. Considering the neighbors, the neighborhood, the traffic to the to through the township, and, like, I was trying to say before, the natural heritage features around this site, the hydrogeology of the site. It's on a groundwater divide part goes up to the Speed river, part goes to the Irish Creek. It's a sensitive area. It's mapped as a sensitive area. It's a groundwater recharge area. Is this an appropriate place for a filled up? Okay, that's this is my wish that you get. You have a chance to say no, and I'm so disappointed. And I understand that you know you can't fight every fight, but it's unfortunate when my council has to say that it will just cost too much money to fight everything. And so the other side, then, can just run all over here knowing that we're not going to fight them because it costs too much, and that is a very sad situation in the province. Eventually, if you're

robbing that jewelry store or dumping illegally, which has apparently happened at this site. So there's a history here as well. And I suffered through that myself, even though I'm not a neighbor. I'm still a resident that put up all that truck traffic. So, one thing that I wanted to bring up as well is the air quality, and the residents here are talking about the dust. So we have more information now than we've ever had on the effects of small airborne particles on the health and the ongoing. It's cardiovascular health even of the residents who live near constant sources of dust for Pm. 2.5 pm. 10, they will be grieving. This sounds like constantly the way this has been going. Dumping, or the dust suppressant on that site as well. It was suggested previously to say, water. The only thing because a commercial dust suppressant that could contaminate the groundwater shouldn't flow to the wetlands, and So I have to agree with John Mcnee. I live, Puslinch. I've had my ground hip fight. There are a lot of holes in Puslinch to fill. and this is just one of them. There are holes that are licensed, and there's abandoned holes, and there's holes that the license. Are we looking at, filling the University of Guelph Kit at some point, because you can dump below the water table. You can. We have quarry applications. I look at the ERO every weekend, every Saturday. We have applications for millions of tons of quarries in Niagara. There's 1 right now going through in Caledon, where the property has actually been sold, so these properties will be bought up by people who want to fill that hole. This is just the beginning. and I suggest that you look very, very carefully at the sighting of this, and maybe find some way to say no, and that's why I brought up all of those environmental concerns, the hydrogeology, the wetlands stream, the groundwater divide, and the proximity to the residents and the health of the residents and the safety of the residents. I have had someone go through that stop sign on. It's a dangerous intersection to begin with. But that those that's what I have to say. I think I wanted to just sum it up. It's up to you this time it's not up to the M and R.

Mayor James Seeley: I agree with that. So thank you.

Laura Murr: I just have one comment sort of follows through on what Kathy, saying that you know this property. It's my understanding. It's only agricultural. Now it's in. It's old agricultural now. Well, then, filling it for 3 years is actually an industrial. Is that not an industrial use as opposed to just filling? They're not going to plant anything for 3 years, are they? So? Is it really going to be an agricultural site anymore? Or should you be putting an interim industrial zoning on? And if you decide to pass it so we should get more tax dollars compensate for the damage to the roads to damage for the residents.

Mayor James Seeley: Well, the township either will be, or has received a security for any road impacts from the hauling with the intent of drawing on that to repair them. I believe the applicant was speaking to I should let you raise her, because it's not my application. You spoke about. Having some crops planted on portions of the property as you build it out, so speak to that for because what I'm hearing from the applicant is that this is for better farming. Right? Not an industrial. So, if that's the case, you can speak to how this site's going to progress through the filling of it.

Brian Enter: Yeah, I think. I can't speak to zoning issues and things like that. I I've experience in the development world to speak to that. I think you can't put a, you're not gonna zone it back. So you'd be you just would have made a massive step backwards. If you did that. But anyways, So the idea would be that the work zone would be zoned to the area that they're working in, not to for a number of reasons, right for erosion, protection for dust, minimization. And obviously, the you know the use of the site is desired as an income source. So is it proactive to for them to do it. So basically, the plan is to do it in a zoned manner, and not to strip the entire site in one shot.

Mayor James Seeley: So if it's not clear, it's zoned where they'll be continued to farming at each section, so go ahead.

Laura Murr: But as a follow up, if you're going to return it back to agriculture, how are you going to return it back to agriculture, depending on what type of field to bring in.

Mayor James Seeley: Well, it's going to be topsoil.

Laura Murr: They've already said there's not enough topsoil to fill the site. Where are you going to get that much topsoil from the top? But just to say, one thing is, whatever is underneath the topsail is also important for growing things. It's not just up so many meters of topsoil. If you don't have infiltration or you have too much, you can't grow anything, or you'll still have poor crops growing on so is there any way that you could? If this, if you do intend to pass this you could like. You have the different strands of the type of soils that could be brought in, correct. Can you limit the types of soils that can be brought into the site?

Thomas Kolodziej: Yeah, as far as the geotechnical like, you know, gray size, analysis, and it's a sand gravel mixture of clay, silk, whatnot. Yet you have a choice typically not really. You want to have stratified layer. You don't want to have layers that really you do. It's not very conducive for the ground infiltration. You want to have a good mixture of fines and coarse material. And this is why the ministry, you know. impose this one and a half meter minimum for topsoil or table one soil. So it doesn't have to be topsoil. It has to be table one because that's the root zone for most of the plants. and that's sufficient to sustain the growth. It's sufficient, for if you have, let's say clay, something subsoil the one and a half meter would be plenty or enough for infiltration to dissipate. So you don't create a swamp. The one will be sitting in the bathtub kind of situation and proponent, though based on application, it will be grading them for the round of. So it's not to create a big wall when the water is going to accumulate, the water is going to run off, there'll be some infiltration. Again. There's little science behind it. It's not that this proponent all the other proponents come up with some plans that they just figure something out. It's going to work for them. They got to follow a book. There is a rule book. It's called actually Soil Rules book. And it's all spelled out how it has to be done. And these are the minimum requirements. There is always potential to go, you know. do better, job. But the bare minimum is good enough to the government, to the province for the development of the properties that receive excess soil.

Mayor James Seeley: Okay. So I don't believe we have any great… go ahead.

Unidentified Individual: About the illegal dumping. If we turn this down, will there be illegal dumping on the site? Is that we're afraid of with the illegal dumping or illegal dumping and other pits. Is that we're worried about?

Courtenay Hoytfox, Interim CAO: So, through you Mr. Chair. The Council is tasked with making a decision based on the merits of this application. That's what they'll be making a decision on and so that should answer the question. It's not based on any sort of presumption around what an applicant will or will not do based on that decision.

Unidentified Individual: All right. I want to go on the record that I'm totally against it.

Bianca Gagne: We're feeling so these are my parents here. I just wanted to give my opinion on it, too.

Mayor James Seeley: Can I just pause you real quick? I'm making an assumption that you're an adult, and I may need your name and your address just for the record, because, like, if you were under 18, I'll take your statement. But as if you're 18 and over, then you're participating in this meeting, we need to document it that way of and whatever process later, you're officially on the record.

Bianca Gagne: I'm under 18.

Mayor James Seeley: So okay, then, I think that's we can just take. Should we take her name, and it's not an option.

Courtenay Hoytfox, Interim CAO: Yeah, just permissions from the legal guardian to state her name and address. Yep.

Bianca Gagne: So I live at 6745 Forestell Road and my name is Bianca Gagne. I'm a little nervous.

Mayor James Seeley: It's fine. I'm nervous almost every meeting.

Bianca Gagne: I'm in civics and careers class right now. So I'm learning about this stuff, and I kind of just wanted to give my opinion, too. But I would like to bring it back to the dust, and I understand that they'll do their best to minimize it. But, my concern is that on hot summer nights the water will evaporate, and if it's windy, whatsoever the dust will blow straight into our backyard, and when it's hot, sometimes I like to open my window because I live upstairs and heat rises, it gets really hot up there. So when there was construction before, all the dust would blow into my room. And it was just a pain. So my concern is that it'll be really dusty. And I'm gonna have to clean a lot more. And also, I would say, like, I'm currently 16. I plan to go to university in like 2 years. I only have, like 2 years left at our house because I'm probably gonna go into residence somewhere. I don't want those 2 years to be full of like trucks in the summer and stuff, and I'd hope to have like a nice summer where there's no noise waking me up, and I also wanted to say that I'm working, and I'm doing summer school, so I think sleep is very important, for also a developing mind. And it's not just me. It's also the neighbor's children, too. So, I think that would also be a big factor that would affect other kids. And yeah, that's basically all I need to say.

Mayor James Seeley: Great job. It takes a lot of courage stand up in front of, especially strangers, and speak to you know your concerns. So continue on with that. And how do we control dust on site? Is it, as you know, simple, just a water truck, or, you know, as individuals mentioning soil dries out like, How is there? Do you top dress it? What do you do?

Jeremy Nicholls: We use the water truck during the operating hours that we're there to keep the ground wet. It's no different than a farm field that's just been tilled right like they can't control it. We can't control it after the hours. Nobody's there.

Mayor James Seeley: What's the site condition right now? Spring planting is, I guess I had a crop on it last fall. So you said it's going to be staged just the whole site in the strip. But then rebuilt in. There's good. Even the stripping is going to be.

Brian Enter: Yeah, yeah, that's what I'm saying. You do it in a manner only on the zone that you're going to be able to work on the next day or 2. And so it's you're doing.

Mayor James Seeley: So, I don't know if you have an answer to this, you know, would it stripping 5 acres of open? This zone would be dependent on the source site and how much material you're getting.

Jeremy Nicholls: Yeah, like, I think the farmer has half of it planted now. I believe. There, we gave him an area where we're going to work, so we'll do it. The back section and work away forwards. Don't know so it wouldn't all be stripped. It'll be stripped enough for the trucks I have to get on right.

Mayor James Seeley: So, if it gives you some comfort, if this project were to go forward, you're not going to see a full exposure of that your neighbor's property is dirt. It sounds as though they're going to stage this progress it through. And then we heard earlier where once they're completed on those other stages well, depending on time of year. But crop would be planted, you know, so hopefully. That would also help mitigate some of the concerns, but it's noted, and I'll discuss it at Council at a later date. Okay

Kathy White: One thing that we haven't addressed is invasive species, plants and animals. So, we have some very serious invasive worms, hammerhead worms. I actually read about it in cottage Life magazine. I had heard of them. These are being transported around the province in soil and mulch, and they showed up at Port Sandfield in very, you know, high end area of Muskoka in gardens. So, any of these times that we may even so from one place for another. We have phragmites which is now in the little trash, and this whole hammerhead worm thing is, and jumping worms. Apparently, we have those in Puslinch. So, these are all things that are showing up. And so, I'm wondering with the hammer boards because they're so toxic. If you know, even robins eating them will die because we can't touch them. We have to wash our hands. They're extremely toxic to animals. So, dogs and any other animals touch we see, and I think it's worth looking at. I'm not trying to be, you know, out there. I just happened to pick up this article in cottage life, and I thought, well, they're already up in Port Sandfield in gardens, and they're saying it's importing topsoil and mulch. So, it's something to always keep in mind. It's not just chemicals that are moving around. It's invasive and dangerous and seeds.

Mayor James Seeley: Okay, smaller hands up on the day you leave, alright. So, we'll move to Council Councillor Hurst. Any items?

Councillor Russel Hurst: Yeah, thanks. yeah. I got lots of notes. So, to the residents. Thank you for coming out tonight, folks. These aren't always easy conversations, but they impact your livelihood. So, I appreciate you. Take my time. Take a look tonight. I live in concession, for right on the corner Side Road 12. So not that far away from where you guys, I walk my dog down that road all the time, so absolutely I get it. I don't live there per se. But I think I get it. yeah, just some comments, you know. I think I quite struggle with this being a commercial fill operation, cloaked as agriculture. And this is on either of you. You're trying to move forward with this. And I and I get that. But just based on prior history, I think there's a sense of unease with the circumstance as it presents itself. So again, not either of you. Very good job of answering a lot of questions. But I think from a community standpoint. That's a huge hurdle to have to get over. Maybe 2 comments briefly. In the briefing notes. I didn't see anything in regards to commentary from source water protection. That'll be one. And I'll leave that with Staff just to contemplate. We're hard to environmental hydro but either folks and I suspect that wasn't a requirement. But I think just the fact that in this community water everybody's on wells. Thats to me is concerning. Road management, I'm just envisioning through the proposed haul route. I envision a major issue at the corner of Forest Old and Side Road. 10 cars whip down Forestal, and you're trying to

get a dump truck or one with pump at the back across there. I just envision like a really bad accident here. So that's maybe just a takeaway is and again, I don't want to get into road management that's beyond the scope here. But maybe before we stop there temporarily. Just, not advocating for that. I'm just saying something needs to be considered. Mr. Nichols, just my quick math, and I don't want to put you on the spot here, but 145,000 cubic meters like, we're probably talking 10 to 12,000 trucks. So I just kind of work backwards, say, and if this happened over 2 years, it's 5,000 trucks, ish, say, 200 working days, like 25 to 30 trucks given, and that's not taking into consideration, as you noted rain days, holidays, winter weather issues and that type of stuff. So that's a lot of trucks that come through that small window. I probably do have concerns with the operating hours. I think I would very much support the township's recommendation of Monday to Friday. And I think maybe I'm encouraged that you give some context in terms of how you choose to operate your business, which is encouraging. But I think from my perspective, and I want to see that in writing type of thing talked a lot about sound and dust management, you know, I think in other construction sites we've seen tarping put up around the perimeters to keep the dust down. And again, that's probably more in the Site plan control, but I'd say came quite evident to me the concerns of the adjacent neighbors. I think water's great, but I'd probably look for water, and something, of course, time just to help mitigate that. I'll stop there. Thank you for pulling through. I think you answered a lot of the somewhat difficult questions. So, I appreciate that.

Mayor James Seeley: Okay, let's go ahead.

Councillor Jessica Goyda: Yeah. I'd like to reiterate what Councillor Hurst said, thank you very much to the residents and to the people online who have about tonight and made some very thoughtful and very well researched comments. It's helpful. I can speak for myself. It's very helpful for me as we move forward. Councillor Hurst made a lot of really great comments. I won't reiterate those. I do. Just have a couple clarification questions. The very beginning. You mentioned that this would go on for 2 to 3 construction seasons. And I'm just. I'm not familiar with what? What is a construction season like? Does it go from May to October? What would a typical construction season entail?

Jeremy Nicholls: I'm not sure what your tonnage road or the half load season on those roads are there, I think 10 South of Laird is a tonnage road, so it would shut down for 2 months of the year, no matter what, for trucking as well. It depends how much rain we got. We usually will take another couple weeks off, you know. this season. We started lead again. So you can get and you got holidays and everything like you're talking 9 months. Between everything now.

Councillor Jessica Goyda: I'm just wondering you talked about the sorts. zoning or staging, or I'm not sure what the correct terminology is. But if this were to approve, be approved, is there a way that those zoning or staging of the work could be done in such a way to minimize the dust of the adjacent. Specifically, those that back on to the property that would get either the work, a lot of the work done near them, either at the very beginning or the very end, so that they can still at least enjoy this. Oh, I'm sorry. I'm sorry my question was about was about that's sort of the order of staging the work or zoning your work so that the residents, you residents that back onto the property can have the majority of the work done closest to them, either at the beginning of the construction season or the end of the construction season, so that during the prime summer months you're less impacted by dust during that time.

Jeremy Nicholls: I mean can absolutely do it that way, and even in the wintertime you'll have less dust as well because the moist and everything. But that makes a good point. We can work at different sections, you know. Yeah, that's absolutely a possibility.

Councillor Jessica Goyda: I don't have any other questions at this point, but thank you very much. Great information, and I'll be answering questions.

Councillor John Sepulis: But 1st of all, I'd like to reiterate to the Councillors, sir, thank you for coming out to the public and online. So, a very contentious issue. And we're trying to get something that works for everybody, we may not succeed. But our attempt is to make something that works for all of us. So, with respect to the final use of this being an agricultural property. What sort of crops were you planning to plant on this site?

Brian Enter: I cannot speak to that. All until is it's for agricultural use, and I'm doing the engineering.

Unidentified Individual: So, I can speak to that not specifically in the profession, but I know Mike Weber is the farmer that's been planting crops since 2021, and he's been alternating corn and soy, I believe, and I think it was only the 2. And there is a crop in there right now in a section. I would describe it as two thirds (2/3) of the property. I don't believe it's corn, but it has sprouted, and that's what I mean. I can't speak to it professionally, but yeah, there is crops. There's been crops every year since 2021, and the yield has not been good. We're working to improve that.

Councillor John Sepulis: Our Consultant Thomas Kolodziej and has raised the point that if you want proper growth, you should comply with the Soils Rule Book. In other words, you could have a type of soil with different types of soil. Different depths. To allow for drainage is that sort of analysis been done to determine what type of soils you want at each level?

Jeremy Nicholls: Because, as you said, the 1.5 meters of topsoil is the depth of the root for most agriculture use. So, anything below that grade there the water is going to hit and then run off. So, there's no point of putting anything softer. That far up it gets, you know, absorbs too much water.

Councillor John Sepulis: Would it just get evaporated at that point, you're saying you want 1.5 meter for proper drainage.

Thomas Kolodziej: Well, there are no requirements or gradation for the soil. So, there is no this prescription that the soil has to have specific fraction of sealed clay. The fine particles versus the coarse particles. That's not part of the soil rules. It's the quality of the soil, so that tables 1 through 9 really just speak to chemical content of soil. It is better if the sole is a mixture, it's a poorly sorted, well graded. So, meaning it's basically a mixture of all the sizes from a groundwater flow or drainage standpoint proponent could use depending on the source. The so like. Right now,, I understand from application that the source sites have not been found yet that this is still either being determined or not. So, all depends on what type of soil have access to.

Councillor John Sepulis: People that's back to you, are you trying to use topsoil?

Brian Enter: Oh, sorry. I'm sorry. No, you're right. I mean, So yeah, the plan uses for ultra.

Councillor John Sepulis: So the application sites 3 properties that you're considering to import fill from one is 20,000 cubic meters, another is just under 2,000. Now there's 200. It seems like you're not going to a big site to try to get as much possible as done in this early times of awesome. You're sort of shopping around is that will that improve later on? Or you're just strictly.

Jeremy Nicholls: We have a lot of reports, but because of the process that Vera township goes through with all this reporting and stuff in the timeline. I can give you reports today, but we don't start in 6 months. They're gone. So, I don't want to waste your council time, my money that has to be invested into them, going through the reports and then changing the bylaw or changing the permit every time I hand a report in, I have to pay and change the permit. So, when the site gets. That's when we'll search. So we don't. You guys want reports to show you we showed you that we had them, you know, provided them to you, but I can't guarantee and say that site's gonna hold on to 20,000 or 200,000 cubes. Just not the way it works, and when we're ready to go. I can find those sites, bigger sites and volume it that way. But again, it's about like. do we want it super busy and run 500 trucks a day. No, not really. That's a nightmare. It's a lot. Most of my sites now, even with 12-15,000 loads we run a hundred 25 loads a day. That's like, you know, it's not crazy. I know it sounds like a lot of trucks, but if you see what goes now before it's more manageable.

Councillor John Sepulis: That about how much per hour?

Jeremy Nicholls: About 20 trucks an hour Yeah, they usually come in rounds right? So they could come from 3h away. So,, they do 3 rounds a day. So you see them all, and you won't see them for 3 hours.

Councillor John Sepulis: Noise levels. Residents are concerned about the noise levels. Is there anything you can do on site to mitigate the noise from the backup operations, or

Jeremy Nicholls: We try now to our guys slamming the tailgates. We don't. We were pretty much on. We're in 2 smaller areas now. We let them slam at once, and everyone gets warned like, I don't want driving down the site, banging the tailgates away. My guys are pretty hard on that as well. Guys get so many warnings, and then we mark it down in our books, and then just sign the truck out.

Councillor John Sepulis: In terms of dust control. Hear what you're saying. And I heard Council versus said, I think we should have better control of dust to consider the impact on residents.

Brian Enter: So, I think, the challenge with dust. And so we actually, ironically, within most municipalities. Now, where there is land development, construction within sites or sorry within residential areas, they have to do dust management plan. So that the municipalities have ruled some of those measures out with basically the tarps and the things like that. it's my understanding. This is anecdotal is that some municipalities are basically moving away from that because it's not effective. A site that's this large. You think of a construction activity operating a hundred meters away. You put up even a 5 meter fence. It doesn't really do anything. It's way too far away, right? And what has ended happening is that ends up becoming more of a nuisance. So there's been concerns about in this case, the wildlife things like that. So I think, in my opinion, it would be an expense that would actually have negative impacts. It's not actually visually attractive. And I think it would have actually almost, no measurable impact. The bigger thing is going to be because daily construction activities of water, of minimizing

the construction zone, minimizing the disturbance zone and maximizing the reinstatement zone. And I think it is worth noting again. It is an agricultural use, so much of the time in the spring and the fall, and even during when there's crop cover there is still dust that can come from it is open soil still right there. It's not like a lawn where it's fully vegetated. So I think there's some reasonableness and some reality of what the effectiveness of it would actually be.

Councillor John Sepulis: There's a home on the property, correct right now.

Brian Enter: I'm not 100% about that.

Jeremy Nicholls: There's dwelling on that property, and then there's an adjacent one.

Councillor John Sepulis: So are people. Will they be living in there, while the constructions going on?

Jeremy Nicholls: I haven't asked that question. Sorry.

Brian Enter: Yeah. Yes.

Councillor John Sepulis: Okay, that's all I have. This report comes to council. Be a lot of recommendations coming over from us with respect to what sort of additional same approach we want.

Mayor James Seeley: I'm gonna bounce around a little bit. But it gives me a little more comfort, knowing that those source sites that you provided were just examples, because you know, you had. Those are 3 that were at either or were available. But I have concerns. When I read the report testing and mix up the address Topsoil, I believe in Waterdown. and they had the contractor show up, dig a hole, and to say, 3 meters test it, you know. 1st I heard of you can take samples to get different results, but then in the report states, they go back and they check 2 meters around that site. And then they conclude that it was a localized contamination. Well, to me, why wouldn't you replicate the same testing methodology. Why didn't they bring the excavator back? Dig 3 feet down someone, like dig 3 feet down? We're in a report that you mimicked exactly what we did the 1st time, and then we got a clean result. Because when I read something like that, I'm like, that's not the same process. This looks like they were just walked around the outside and grab some stuff, and now we got a clean fill. But if you dig down 3 meters it's dirty. So I had major concerns with the 3 submissions that you provided. Because I thought this the more the process, because if I can see variances, then it brings doubt, then it brings. Do we want this fill in our community? Right? So that would be my suggestion to you. Then, if you're going to bring source sites, and there's going to be a reportable testing, and they go back to test it. You mimic the same methodology unless there's some great explanation. Why not? Because I didn't think it was clear and I could be wrong. I'm no expert. The other one was it was the parking lot expansion, was it Grimsby area down there somewhere? It was industrial area, and they dug 11 inches down of the shell. And to me, I'm thinking, this is a massive industrial area that was site prepped and the 11 inches that they tested was that the topsoil they put on? And are we only? Are you only looking to bring 11 inches of soil for that project to this community because it's just a scrape and pave. Or are they going to dig down 3 feet. They're going to test the top 11 inches.

Jeremy Nicholls: So usually there's multiple tests in that if they're trying to get rid of the topsoil and they're splitting it off. They're not going to sample all the way down because they don't need it. They're going to sample the top, whatever it is. They're

going to dig down until they hit the top soil bed. They're testing that only because they're going to get rid of that. And then there's more testing. It's going to come back and test the rest of the subsoils and everything beneath it. So that's how they're doing it. Their test and same in the stockpile. That's why they're gonna test it on the ground. But once it's moved, they're going to test it again in a stockpile, and it has to be shown as that, and you'll see the boreholes and the number of them. Usually there won't be one. There'll be 10 or 20 or 30

Mayor James Seeley: From the guy that's sitting here that is not living in your world, and I'm responsible for making decisions or partially responsible 1 5th responsible for making this decision. If I don't have confidence in the reports that I'm reading. I'm gonna bring a ton of scrutiny to you.

Jeremy Nicholls: I understand. That's why this guy's here.

Mayor James Seeley: So, I'm just that's that was my take on these 3 source sites. But it also, as I mentioned earlier, brings me some comfort, knowing that those aren't necessarily the sites. It's just that you had to provide something for us to at least consider as part of the process. I also am wanting to know what would be better for the community if this is approved. And I've already said a couple of times whether we want, you know, high impact. Get it done getting crops on it or extend that. So for me, there's gonna be some thoughts on that decision making. I didn't buy into your the trucks gonna go come empty go to a site, because to me the gravel company has contracted these trucks, and then how are they gonna agree to let that truck go somewhere else. So, I don't know if that's gonna so, let me finish that, because to the way he described it, I thought that would be like, Hey man, I'm going to Puslinch. I got this stuff that's got to go with you. Okay, but the whole, if we adhere to what's prescribed in the application, the testing, the logging that should be taught.

Jeremy Nicholls: So, let's say, Conrain is doing a strip job. Okay, they got to put roads in while they're doing. They got multiple crews go. Their sites are looking for. If they're coming to me, they're looking your cores out here are cheaper than Lafarge and Highway 5 a lot cheaper. The further north they go, the cheaper they are, too, and they know this. They own Strata, so they bring loads to us, but then they'll backhaul. Sometimes 30% of those loads will be backhaul gravel because they got to bring it back to the site, anyways. So, it's cheaper for them to do that term. That's what it's how it is.

Mayor James Seeley: I just had concerns around the ad hoc. Oh, we got an empty truck that's rip over here

Brian Enter: That was not my attention.

Mayor James Seeley: I know. But The hours working. This is a double edged sword I don't support at this time, you know. Saturday work. However, a mechanism for the onsite machinery prepping, I would. You know. Look at that, as you know, a farmer's tractor can be in the field. So, if the dozer are known, do they have backup beepers, are worst. Right?

Jeremy Nicholls: Well, ours are. It's muffled.

Mayor James Seeley: Okay? But so, I'd be more tolerable to some prep. Work to, you know, if it shortened the scope of the duration of the project. But the trucking 6 days a week.

Jeremy Nicholls: We don't run on Saturday. Yeah, we never have.

Brian Enter: There's actually 2 separate times, there's a hall route time, and there's a site work time. So, the permit relates to the site work, and the hall route has already been approved with the regular hours.

Mayor James Seeley: Okay, so I missed that. But it's been a bit of a conversation, so I'm almost done. I apologize, this is important. I'm looking at page 23 of our agenda package. There's a did you say you prepared the Site Plan elevations?

Brian Enter: Yes.

Mayor James Seeley: So, we have this graph, and it's got all the angle colors on it. And I'm seeing the you know existing and the proposed elevations. So, is this the proposed elevation will then receive a meter and a half of topsoil. So, this is inclusive?

Brian Enter: Final grade.

Mayor James Seeley: Okay. So my question to you, then, would it be a safe assumption that anything on this plan. Under a meter and a half is going to be table. One soils brought in because all of these proposed grade increases. Oh, the ones I'm talking about are a majority of them are under the meter and a half. Looks like there's a giant hole I know hole in the middle, so

Brian Enter: That'd be correct.

Mayor James Seeley: That'd be correct? So if somebody were good at math, you could likely figure out how much is going to be table 2 versus. So, now. If you're at, say, looks like the West Side, you're at 2.86 I guess this question you're gonna do a meter and a half across the whole site. It's like, I mean, I'm not going to get out there with a freaking laser level and see if you're 1.4-1 point. But I mean, let's just say a meter and a half across the whole site. So any elevation change that is more than the meter and a half. That balance will be the 2, the table 2 point, whatever. Good. Yeah. I agree. I prefer I don't. You know. I don't like the 200 loads from here, 200 loads from there, 10 loads or 5 loads from here. I would prefer that this thing is going to go get it done because it's for agricultural purposes. It's not a soil commercial operation. Get it done. That's where I'm leaning. But I need to hear from the public if that's even palpable. So and it's gonna be a tough decision for anybody, so I have a few more notes. I'm horrible for the sakes, but I do this full staff all the time. Refine the notes. Oh, I think Staff have answered this, but in several parts of the report, it makes this disclaimer that if the applicant were to go over 144,000 cubic meters. Whatever the measurement is. Now, we'll just post it on the Arrow. There's controls in place. But that can't happen. This is the power, right? Already talked about the 12 inches, I had contaminated soil, so I didn't like the testing. I thought there was contaminated soil as well. It's going to be a log of the trucks coming in. I would like Staff to take some consideration on the reporting of those logs if it's not already in there.

Justine Brotherston, Interim Municipal Clerk: Mr. Chair, It's in there. It's something Staff will consider as a commissioner.

Mayor James Seeley: So I don't know if quarterly is too frequent. But for me it's a measure of keeping you honest. right. You're gonna have that log of trucks on. If some you know member of the community says they brought in way more, and I could sit down one night and add her up in plain terms. Right? So I think that reporting is

important. And where's every 6 months, whatever you guys can, everybody can hash that out. That's on manually. Oh, It's gonna I had a note of like a truck camera to track trucks in and out, too, but I don't know if that would be probably like a trail camera, you know. Similar idea, somehow to again another watch that. Well, but so that's important. I those are. Those are my points. I can leave that in that one. Appreciate your time. I'm pragmatic at time. I'm you know what I'm thinking. I'm a pretty straight shooter, so I apologize if I you know, seem to brass. But I just want to get to the point and talk a little bit. I like having the difficult discussions. It's important. Community gets to hear it, and work through these things. So I did hear from Staff and others that this was a very well done application. It was eye burning to read through it. Especially not being an expert at any of these things. But it was very well done, and so thank you for that. You know I'm going through that process. and then I guess that'll be it. And I got a little blurb. But I had a repeat, Council after my long ladder there, as I need to know. Okay. I declare this public meeting closed council will take no action on the proposal tonight. Staff will be reporting at a later date, with a recommendation for Council's consideration. You wish to receive further notification of this proposal, please email or call building at Puslinch.ca or by phone at (519) 763-1226, extension, one, or contact township staff during regular business hours. Only those persons who leave their names will be provided further notification. If you wish to speak to the proposal, and it is brought before Council. In the future. You must register as delegation with the municipal clerk prior to the meeting. Thank you for everyone's patience and indulgence and have a great rest of your evening.

Monika Farncombe

From: AMO Policy <policy@amo.on.ca>
Sent: Friday, July 18, 2025 10:01 AM
To: Admin
Subject: AMO Policy Update - Comments on Bill 9, OPP Billing Review, Waste Management and OMA Consultations at the AMO Conference

This sender is trusted.

Policy Update - Comments on Bill 9, OPP Billing Review, Waste Management and OMA Consultations at the AMO Conference

AMO Comments on Bill 9, *Municipal Accountability Act, 2025*

The *Municipal Accountability Act, 2025* is a necessary step forward in supporting safe and respectful working environments for members of council and municipal staff. The municipal sector has long advocated for provincial code of conduct legislation and AMO commends Minister Flack for reintroducing this important bill.

Yesterday, AMO President Robin Jones presented to the Standing Committee on Heritage, Infrastructure, and Cultural Policy. She expressed broad support for many aspects of the legislation, including the enabling of the standardization of municipal codes of conduct and integrity commissioner investigation processes.

In her remarks and our written submission, AMO has advocated for two amendments to the legislation:

- **AMO recommends that the removal from office vote be adjusted from unanimous to a supermajority (a vote by at least 2/3 of Council).** We recognize that a vote to remove an elected municipal official from office is fundamentally different than a regular council vote, but the current proposal sets too high of a threshold. Previously, AMO had advocated for the removal from office procedure to be in the hands of the judiciary. However, in recognizing that the government is

interested in leaving this decision to elected municipal officials, we believe that a council supermajority vote is more appropriate.

- **AMO recommends that the legislation includes a progressive range of discipline options for integrity commissioners, aligned with what was established under the *Education Act* in 2023.** This would provide a standard list of penalties that could be applied apart from removal from office, including censure of a member, barring attendance at meetings, barring a member from sitting on committees, and barring a member from being chair or vice chair of committees.

AMO Input on the Ontario Provincial Police (OPP) Billing Model Review

Earlier this summer, the Ministry of the Solicitor General wrote to all impacted Mayors and CAOs announcing the launch of a review of the OPP billing model. The Ministry has been consulting widely with municipalities over the past month.

On July 11th, AMO wrote to the Solicitor General to provide input on behalf of the entire municipal sector. AMO appreciates the province's willingness to consider changes to the current OPP billing model. However, increasing police costs are impacting all Ontario municipalities and are only one element of a broader discussion that is needed on reforming the provincial-municipal fiscal relationship.

To that end, AMO made comments on:

- Improving transparency and bill timing
- Addressing municipal police spending on areas of provincial responsibility
- Provincial funding to offset costs associated with police away from work on WSIB approved leaves of absences
- Removing a 2008 cap on provincial funding for uploaded prisoner transport and court security costs
- Addressing the inequitable cost burden faced by service hub municipalities

AMO looks forward to continuing to work with the government to ensure both community safety and fiscal sustainability for our members.

AMO Advocacy on Waste Management

AMO has sent two letters to the Minister of the Environment, Conservation and Parks regarding waste management practices in Ontario. AMO continues to support exploring new approaches to supporting priority projects and meeting the waste management needs of Ontario's growing communities.

AMO wrote to the Minister on July 7 expressing concerns about proposed amendments to the Blue Box Regulation that would delay recovery targets, reverse producer responsibility for away-from-home public space blue bin collection, and remove the planned expansion of blue box services for multi-residential buildings, schools, long-term care, and retirement homes. These changes would likely reduce waste diversion rates, increase municipal waste management costs, and leave residents without blue box service.

On July 15, AMO wrote to the Minister about the use of Bill 5 to remove environmental assessment (EA) requirements for the Dresden Waste Disposal Site (a landfill). While we recognize that the EA process can be onerous and create delays in advancing landfills, this decision sets a precedent that could see any of the over 600 active and inactive landfills across Ontario expanded without reviewing impacts to the environment or nearby communities. AMO recommends the Province establish a modernized approval process for landfills, balancing the need to expedite waste management infrastructure with strong environmental and community protection.

OMA Healthcare Meetings with Municipalities at the AMO Conference

Across Ontario, communities continue to face serious challenges in our health-care system, including: long wait times for surgeries and specialist care, difficulty finding a family doctor and increasing demands for mental health services. These are not just medical issues; they are economic and community challenges that affect every resident and municipality.

Building on last year's successful collaboration with the Association of Municipalities of Ontario (AMO), the Ontario Medical Association (OMA) will again host one-on-one meetings at the Fairmont Château Laurier, across the road from the Conference venue, on August 18 and 19. These 15-minute sessions are an opportunity to share your community's health-care concerns directly with our senior leadership and discuss how the OMA can partner more closely going forward.

To schedule a 15-minute meeting with the OMA, please contact Tarun Saroya at Tarun.Saroya@oma.org. Due to limited availability, meetings will be

scheduled on a first come first served basis.

The OMA looks forward to your participation and partnership at AMO and beyond.

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

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

Association of Municipalities of Ontario

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

Monika Farncombe

From: AMO Policy <policy@amo.on.ca>
Sent: Friday, July 4, 2025 3:26 PM
To: Admin
Subject: AMO Policy Update – IESO Releases Final LT2 Documents, AMO Hosts Oxford Economics Trade and Tariff Webinar

This sender is trusted.

Policy Update - IESO Releases Final LT2 Documents, Trade and Tariff Webinar

IESO Launches Second Long-Term Electricity Procurement

The Independent Electricity System Operator (IESO) has posted the final documents for the second long-term procurement (LT2) of electricity generation and storage projects. This marks the official launch of LT2 during which municipalities will be asked to make decisions about local support for projects in advance of the project submission deadlines. LT2 is divided into two separate streams with different deadlines. The deadline for Energy Stream projects (e.g. renewable electricity generation) is October 16, 2025. The deadline for Capacity Stream projects (e.g. battery energy storage sites) is December 18, 2025.

The IESO has forwarded a letter to municipal officials with context about LT2 and the municipal role, and has released a guide about the requirements for municipalities and developers during the LT2 process. The IESO is also hosting a webinar on July 10 to review the LT2 guidelines. They are also hosting a webinar for municipalities and Indigenous communites, along with a dedicated municipal breakout session on July 17.

Earlier this year, AMO released Guidance Resources for Electricity Procurements to support municipalities in their important decision making role as part of the province's ongoing electricity procurements.

AMO to host Trade and Tariff Webinar led by Oxford Economics

In a rapidly shifting trade landscape, understanding macro-economic trends is crucial for our sector's planning and financial sustainability. To support elected officials better navigate this turbulent time, AMO has partnered with Oxford Economics to host a webinar on **July 30, 2025 from 4:00pm – 5:00pm** titled *Navigating Economic Headwinds: Impacts on Municipal Infrastructure & Finance and Local Economies*. The webinar will provide essential context and insights to help municipal elected officials anticipate, explain and adapt to potential challenges and opportunities, particularly concerning critical infrastructure investments. Register now over Zoom. Engagement is limited to the first 500 registrants.

The webinar will include content on:

- Canadian economic outlook with a focus on the global trade war and other key drivers of the forecast
- How Canadian macro trends translate to Ontario and its local economies
- The potential impact of tariffs on municipal infrastructure construction costs
- Q&A with panelists

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

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Council Resolution

Council Meeting Date: July 14, 2025
Letter of Support for H.E.R. Elect Respect Campaign
Council Resolution: 2025-140
Moved: Mayor Post
Seconded: Councillor Andrews

WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community;

AND WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions;

AND WHEREAS Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment;

AND WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office;

AND WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables;

AND WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office;

AND WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct;

AND WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process;

AND WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan "Parliamentary Civility Pledge" to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.

NOW THEREFORE BE IT RESOLVED:

THAT Orangeville Council supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct.

AND THAT Orangeville Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at www.electrespect.ca.

AND THAT a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario's Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

Result: Carried Unanimously

St. Catharines

July 30, 2025

Association of Municipalities of Ontario
155 University Ave | Suite 800
Toronto, ON M5H 3B7

Sent via email: resolutions@amo.on.ca

Re: Elect Respect Pledge
Our File 10.12.1

To Whom it May Concern,

At its meeting of July 14, 2025, St. Catharines City Council approved the following motion:

> WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community; and
>
> WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions; and
>
> WHEREAS Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment; and
>
> WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office; and
>
> WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables; and
> WHEREAS the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office; and
>
> WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and called on elected officials to uphold the highest standards of conduct; and

St. Catharines

WHEREAS H.E.R. Halton has launched a campaign called Elect Respect to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process; and

WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan “Parliamentary Civility Pledge” to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.;

NOW THEREFORE BE IT RESOLVED:
THAT City of St. Catharines Council supports the Elect Respect pledge and commits to:

- Treat others with respect in all spaces—public, private, and online,
- Reject and call out harassment, abuse, and personal attacks,
- Focus debate on ideas and policies, not personal attacks,
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office,
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats, and
- Model integrity and respect by holding one another to the highest standards of conduct; and

BE IT FURTHER RESOLVED That City of St. Catharines Council calls on elected officials, organizations and community members to support the Elect Respect campaign and sign the online pledge at www.electrespect.ca; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario’s Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police and the Royal Canadian Mounted Police.

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

[redacted]

Donna Delvecchio, Acting City Clerk
Legal and Clerks Services, Office of the City Clerk
:av

cc: Ontario Big City Mayors
The Federation of Canadian Municipalities

St. Catharines

Mayors and Regional Chairs of Ontario
MPs and MPPs
Regional Police
The Ontario Provincial Police
Royal Canadian Mounted Police

PO Box 3012, 50 Church St., St. Catharines, ON L2R 7C2
Tel: 905.688.5600 | TTY: 905.688.4889 | www.stcatharines.ca

The Town of The Blue Mountains
Council Meeting

Title: Sally Leppard, Co-Lead, Climate Action Now Network TBM (CANN)
Date: Monday, July 14, 2025
Time: 6:28 PM

Moved by: Councillor Hope
Seconded by: Councillor Porter

THAT Council of the Town of The Blue Mountains receives for information the June 19, 2025, correspondence from Sally Leppard, CANN regarding Bill 5, Special Economic Zones and T.C. Energy's Pumped Storage Proposal;

AND THAT Council communicate to the Province that the Town of The Blue Mountains requests that TC Energy's proposed battery storage project is excluded from designation as a Special Economic Zone under the regulations to be developed in Bill 5 - Protect Ontario by Unleashing our Economy Act 2025;

YES: 7 **NO: 0** **ABSENT: 0**

The motion is Carried

YES: 7

Mayor Matrosovs	Deputy Mayor Bordignon	Councillor Ardiel	Councillor Hope
Councillor Maxwell	Councillor McKinlay	Councillor Porter	

NO: 0

ABSENT: 0

The Municipality of the

VILLAGE OF BURK'S FALLS

Moved By: Ashley Brandt Date: July 15, 2025

Seconded By: Ryan Baptiste Resolution # 2025-244

Be it resolved;

WHEREAS the Council of the Village of Burk's Falls, together with residents from surrounding municipalities, has expressed strong and united opposition to the proposed installation of a Battery Energy Storage System (BESS) facility, citing significant concerns regarding public safety, environmental risk, land use compatibility, and insufficient local economic benefit; and

WHEREAS the perceived risk associated with BESS installations significantly outweighs any demonstrated local advantage, and further, the lack of established, province-wide planning policies has led to avoidable conflict and uncertainty for municipalities and residents alike;

Now therefore be it resolved that:

1. The Council of the Village of Burk's Falls respectfully requests that the Province of Ontario immediately suspend the approval and development of all new BESS installations until a comprehensive, science-based study is completed. Such a study should result in the development of robust, province-wide policies and regulations governing the operation, and risk mitigation of BESS facilities.

2. The Province of Ontario be urged to provide clear policy guidance to municipalities and industry stakeholders recommending that BESS installations be permitted only on lands currently zoned for industrial use, recognizing that:
   a) such lands have been previously evaluated and approved for industrial development; and
   b) the limited economic return provided by BESS projects does not justify rezoning lands designated for other uses.

3. The Province of Ontario be further requested to disseminate the results of this study and any associated policy or regulatory recommendations to all Ontario municipalities, thereby preventing unnecessary and costly legal challenges, public opposition, and community division related to the siting of future BESS projects.

4. The Council of the Village of Burk's Falls calls upon Solar Bank Corporation to immediately withdraw its application for the proposed BESS facility at Pegg's Mountain, in the interest of fostering constructive community relations and acknowledging that this situation closely parallels the circumstances in Gravenhurst, where similar concerns led to widespread opposition and rejection of a comparable project.

5. That a copy of this resolution be forwarded to members of parliament (MPP's) and all municipalities in the province of Ontario.

Recorded Vote requested by: _____

Ryan Baptiste	*for / opposed*
Ashley Brandt	*for / opposed*
Sean Cotton	*for / opposed*
Chris Hope	*for / opposed*
Nancy Kyte	*for / opposed*

Pecuniary Interest declared by:

_____

_____

Y
_____ _____ _____
Carried *Defeated* *Deferred*

[redacted]

_____
Mayor

TOWN OF ERIN

August 6, 2025

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

Via Email: premier@ontario.ca
Re: Bill 17 – Protect Ontario Building Faster and Smarter Act, 2025

Please be advised that, at their Regular Meeting held on July 24, 2025, the Council of the Town of Erin adopted the following resolution:

#25-163
Moved by: Councillor Ryan
Seconded by: Councillor Brennan

Whereas the Province of Ontario's Bill 17 – "Protect Ontario by Building Faster and Smarter" Act received Royal Assent on June 5, 2025 before the end of the public commenting period on June 11, 2025;

And whereas the Town of Erin has committed to a multi-year corporate strategic plan that includes Environmental Stewardship as one of the five priorities, and with a vision to embrace a green and dynamic tomorrow;

And whereas Bill 17, in part, aims to standardize the application of the Ontario Building Code by removing municipalities' ability to implement green building standards;

And whereas Green Development Standards are integral to ensure smart growth, affording predictability for local utilities, and ensuring long-term affordability by ensuring homes are built with higher efficiency of water usage, preserving our water supply, and with the ability to install heat pump systems for better efficiencies for both heating and cooling;

Therefore, be it resolved:

That the Town of Erin advocates for the non-advancement of regulations within Bill 17 that restrict a local planning authority from implementing Green Development Standards; and

That Council directs staff to finalize the Town's Green Development Standards for residential and non-residential projects once the Tri-County Green Development Standards are released;

And That a copy of this resolution be sent to the Premier of Ontario, the Minister of Municipal

Affairs and Housing, to local and area MPPs, the Association of Municipalities of Ontario (AMO), the Ontario Big City Mayors (OBCM), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), to Wellington County and its member municipalities.

Carried.

Sincerely,



Justin Grainger
Deputy Clerk
Town of Erin
justin.grainger@erin.ca

cc: Rob Flack, Minister of Municipal Affairs and Housing
MPP Joseph Racinsky
Association of Municipalities of Ontario (AMO)
Ontario Big City Mayors (OBCM)
Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)
Wellington County and its member municipalities

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

Friday, August 1, 2025

The Honourable Doug Ford, Premier of Ontario
Premier's Office
Room 281
Main Legislative Building, Queen's Park
Toronto, ON M7A 1A5

The Honourable Rob Flack, Minister of Municipal Affairs and Housing
Ministry of Municipal Affairs and Housing
17th Floor
777 Bay St.
Toronto, ON M7A 2J3

SENT VIA EMAIL: premier@ontario.ca
rob.flack@ontario.ca

RE: Town of Goderich's Opposition to Bill 17, Protect Ontario by Building Faster Act, 2025

Dear Premier Ford and Minister Flack:

The Council of the Town of Goderich passed the following resolution at their July 28, 2025, Council meeting regarding the Opposition to Bill 17, Protect Ontario by Building Faster Act, 2025:

> Moved By: Councilor Petrie
> Seconded By: Councilor Thompson
> Whereas on May 12, 2025, the Government of Ontario (hereafter, the "Province"), enacted Bill 17, also known as the Protect Ontario by Building Faster and Smarter Act, 2025 (hereafter, the "Act"), which will defer Development Charges (hereafter, "DCs") and their associated revenues, and increase collection efforts and costs;
> And Whereas the DCs collected from developers are necessary to help municipalities fund the capital costs of infrastructure and services required to support new housing;
> Now Therefore be it resolved that The Council of the Corporation of the Town of Goderich:
>
> - Requests that the Province of Ontario provide municipalities with clarity on how they should fund the capital costs of infrastructure and services required to support new growth, given the impacts to overall DC revenue;
> - Wishes it to be known that the constant change to the Province's planning and development framework is creating uncertainty and is ultimately reducing the construction of housing; and,

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

- Directs the Clerk to forward a copy of this resolution to the Honourable Doug Ford, Premier of Ontario, Honourable Rob Flack, Minister of Municipal Affairs and Housing, Huron-Bruce MPP, Huron-Bruce MP, AMCTO, AMO and all Ontario Municipalities.

CARRIED

Yours truly,

[redacted]
Amanda Banting
Deputy Clerk
/js

Cc: The Honourable Lisa Thompson, Minister of Rural Affairs, Member of Provincial Parliament – Huron-Bruce, lisa.thompson@pc.ola.org
Ben Lobb, Member of Parliament – Huron-Bruce, ben.lobb@parl.gc.ca
Angela Toole, Acting Manager of Municipal Governance/Clerk, Town of Kingsville, atoole@kingsville.ca
Association of Municipal Managers, Clerks, and Treasurers of Ontario, amcto@amcto.com
Association of Municipalities Ontario, resolutions@amo.on.ca
All Municipalities in Ontario

Ministry of Natural Resources

Development and Hazard Policy Branch
Policy Division
300 Water Street
Peterborough, ON K9J 3C7

Ministère des Richesses naturelles

Direction de la politique d'exploitation des ressources et des risques naturels.
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 3C7

Ontario

August 13, 2025

Subject: Proposed regulations to support the implementation of the proposed *Geologic Carbon Storage Act, 2025,* if passed by the Legislature

---

Hello,

Over the past three years, the Ministry of Natural Resources (MNR) has been taking a measured and phased approach to enabling and regulating geologic carbon storage (further referred to as carbon storage) in Ontario. Carbon storage is new to the province and developing a comprehensive framework to regulate this activity would help ensure that it is done responsibly, with measures in place to safeguard people and the environment.

Carbon storage involves injecting captured carbon dioxide into deep geological formations for permanent storage. This technology could provide industries in Ontario with a critical tool for managing their emissions and contributing to the achievement of Ontario's emissions reduction targets.

As you may be aware, the proposed *Geologic Carbon Storage Act, 2025* was introduced into the Ontario legislature on May 27th, 2025 as part of Bill 27, Resource Management and Safety Act, 2025. The Bill has now reached second reading in the Legislature, and debate of the Bill will continue after the legislature resumes on October 20th, 2025. The status of the Bill in the legislative process can be viewed on the Legislative Assembly of Ontario website.

The proposed Act, if passed by the Legislature, would require the development of supporting regulations that would cover the detailed regulatory requirements for the authorization of research and evaluation activities, and carbon storage activities, before the Act could be proclaimed and brought into force.

We are writing to notify you that the MNR is seeking feedback on the general content of proposed regulations that are being considered under the proposed *Geologic Carbon Storage Act*, 2025, if it is passed by the Legislature.

More details on the general content of the proposed regulations can be viewed in a proposal notice on the Regulatory Registry, posting # 25-MNRF006. Feedback on the proposal can be provided directly to MNR through the email address provided below.

If you would like more information or have any questions, please contact Andrew Ogilvie, Manager of Resources Development Section, at 705-761-5815 or through email: Resources.Development@ontario.ca.

Sincerely,

[redacted]

Jennifer Keyes
Director, Development and Hazard Policy Branch

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
372 county road 34
Alexandria, on
K0c 1a0
PHONE: 613-525-1110 FAX:613-525-1649
www.northglengarry.ca

August 12 2025

The Honourable Doug Ford
premier of Ontario
legislative building
queen's park
Toronto, on M7A 1A1
Via email: premier@ontario.ca

Re: request to amend Ontario regulation 391/21: blue box – inclusion of currently ineligible sources

Dear Premier Ford,

Please be advised that at its regular meeting held on August 11, 2025, the council of the Township of North Glengarry passed a resolution (copy enclosed) urging the province of Ontario to amend Ontario regulation 391/21: blue box to ensure producers are responsible for the end-of-life management of recyclable materials from all sources, including those currently deemed ineligible.

Respectfully,

Jena Doonan
Deputy Clerk
Township of North Glengarry
deputyclerk@northglengarry.ca

Enclosure: Council Resolution – Ontario Regulation 391/21: Blue Box Amendment Request

cc: The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks

The Honourable Mike Harris, Minister of Natural Resources and Forestry

The Honourable Rob Flack, Minister of Municipal Affairs and Housing

Mr. Nolan Quinn, MPP for Stormont—Dundas—South Glengarry

All 444 Ontario Municipalities

THE CORPORATION OF THE
TOWNSHIP OF NORTH GLENGARRY
Council Meeting

Resolution # \ \
Date: Monday August 11, 2025

Moved By: Michael Madden
Second By: Jeff Manley

WHEREAS under Ontario Regulation 391/21: Blue Box producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only;
AND WHEREAS 'ineligible' sources, which producers are not responsible for, include businesses,

places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings, and not-for-profit organizations, such as shelters and food banks;

AND WHEREAS failure to include 'ineligible sources under the Ontario Regulation 391/21:6lue Box program is in essence a provincial tax on ineligible sources;

AND WHEREAS should a municipality continue to provide services to the 'ineligible sources, the municipality will be required to oversee the collection, transportation, processing of the recycling, assuming 100% of the cost which amounts to yet another provincial municipal download;

NOW THEREFORE IT BE RESOLVED THAT the Council of the Township of North Glengarry hereby requests that the province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end of life management of recycling product from all sources;

AND FURTHER THAT Council hereby requests the support of all Ontario Municipalities;

AND FURTHER THAT this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the honourable Todd McCarthy, Minister of the Environment, Conservation, and Parks, Mike Harris, Minister of Natural Resources and Forestry, Ric Bresse, Nolan Quinn Member of Provincial Parliament for Stormont, Dundas and Glengarry, Minister of Affairs and Housing, Rob Flack and all Ontario Municipalities.

CARRIED [redacted] **DEFEATED** **DEFERRED**

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams	___	___
Councillor: Jacques Massie	___	___
Councillor: Brian Caddell	___	___
Councillor: Jeff Manley	___	___
Councillor: Michael Madden	___	___
Councillor: Gary Martin	___	___
Mayor: Jamie MacDonald	___	___

STRATHROY-CARADOC
URBAN OPPORTUNITY – RURAL HOSPITALITY

52 Frank Street,
Strathroy ON N7G 2R4
Phone: 519-245-1070;
Fax: 519-245-6353

www.strathroy-caradoc.ca

August 7, 2025

To: All Ontario Municipalities, AMO

Moved: Councillor Frank Kennes
Seconded: Councillor Greg Willsie

THAT: Council send a letter of support for this resolution to AMO along with all the other entities that the original motion was circulated to, excluding all other municipalities. Result: Carried

BE IT RESOLVED THAT:
WHEREAS under Ontario Regulation 391/21 :Blue Box producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only;
AND WHEREAS 'ineligible' sources, which producers are not responsible for, include businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings, and not-for-profit organizations, such as shelters and food banks;
AND WHEREAS failure to include 'ineligible sources under the Ontario Regulation 391/21:6lue Box program is in essence a provincial tax on ineligible sources;
AND WHEREAS should a municipality continue to provide services to the 'ineligible sources, the municipality will be required to oversee the collection, transportation, processing of the recycling, assuming 100% of the cost which amounts to yet another provincial municipal download;
NOW THEREFORE IT BE RESOLVED THAT the Municipality of Strathroy-Caradoc hereby request that the province amend Ontario Regulation 391/21:8lue Box so that producers are responsible for the end of-life management of recycling product from all sources;
AND FURTHER THAT Council hereby request the support of all Ontario Municipalities;
AND FURTHER THAT this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Todd McCarthy, Minister of the Environment, Conservation, and Parks, Mike Harris, Minister of Natural Resources and Forestry, Ric Bresse, Member of Provincial Parliament for Hastings-Lennox and Addington, Minister of Affairs and Housing, Rob Flack and all Ontario Municipalities

From: Liz Ross <deputy-clerk@osmtownship.ca>
Sent: Wednesday, July 16, 2025 9:40 AM
To: info@fcm.ca; 'amo@amo.on.ca' <amo@amo.on.ca>; emma-lee.harrisonhill@parl.gc.ca; Bethlenfalvy, Peter <peter.bethlenfalvy@pc.ola.org>; info@occ.ca; info@fnigc.ca
Subject: Resolution Re: Bill C-2, Section 77.5(1)

Good morning,

At their regular Council meeting held on July 14, 2025, the Council for the Township of Otonabee-South Monaghan passed the following resolution:

R191-2025

Moved by Councillor Terry Holmes

Seconded by Councillor Mark Allen

WHEREAS Bill C-2 proposes to amend the Proceeds of Crime (Money Laundering) and Terrorist Financing Act by adding section 77.5 (1), making it a criminal offense for any business, profession, or charitable entity to accept cash payments, donations, or deposits of $10,000 or more in a single transaction or related transactions, regardless of their lawful nature;

WHEREAS this blanket ban criminalizes legitimate business transactions using legal tender, punishing businesses and law-abiding citizens solely for choosing to use cash, a fundamental right in Canada;

WHEREAS small businesses, charities, and individuals in Otonabee-South Monaghan and across Canada, including farmers, car dealers, and community organizations, rely on cash for lawful high-value transactions, and this restriction will impose unnecessary hardship, stifle economic activity, and deter charitable giving;

WHEREAS the $10,000 threshold is arbitrarily low, capturing routine legal transactions while creating compliance burdens that disproportionately harm small businesses, rural communities, and those without digital banking access;

WHEREAS municipalities must stand up for the economic freedom and financial inclusion of their residents;

NOW, THEREFORE, BE IT RESOLVED that the Council of Otonabee-South Monaghan:
• Condemns Bill C-2, section 77.5, as an unacceptable overreach that criminalizes lawful cash transactions and undermines the use of Canadians' right to use legal tender;
• Demands the federal government to withdraw this amendment and engage in meaningful consultation with municipalities, businesses, and charities to develop targeted anti-crime policies that do not penalize legitimate cash transactions;

• Instructs the Municipal Clerk to send this resolution to all Canadian municipalities, the Federation of Canadian Municipalities (FCM), the Ontario Municipal Association, the Minister of Finance, Emma Harrison, our local MP, the Ontario Chamber of Commerce, and First Nations, calling for unified opposition;

• Urges other municipalities to pass similar resolutions to protect the rights of their residents and businesses

CARRIED.

Sincerely,
Liz Ross, Deputy Clerk
Township of Otonabee-South Monaghan
Tel: 705-295-6852 ext. 214| Fax: 705-295-6405 | Email: deputy-clerk@osmtownship.ca
20 Third Street, PO Box 70, Keene, ON K0L 2G0

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Please consider the environment before printing this email.

July 21, 2025

The Standing Senate Committee of Agriculture and Forestry
The Senate of Canada
Ottawa, ON K1A 0A4

RE: Resolution regarding Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health

The following resolution regarding Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health was passed at the June 2, 2025 Regular Council Meeting.

RESOLUTION 2025-156
Moved: Councillor McCabe
Seconded: Councillor Hern
Whereas the Standing Senate Committee on Agriculture and Forestry published a report in 2024 titled "Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health" (the Report) that contained twenty five (25) recommendations in total for the federal government;

And whereas the work that Senator Black has done to bring not only the importance of soil to the forefront for the federal government, but Canadian agriculture - in specific Ontario agriculture, food security and how much the Ontario agricultural industry contributes to the federal and provincial Gross Domestic Product, is of critical significance to Wellington North - indeed all of Wellington County.

Therefore be it resolved that the Township of Wellington North fully supports all of the recommendations included in the Report;

And that the Township of Wellington North urge the Government of Canada and the Province of Ontario to implement all the recommendations contained within the Report and commit to recognizing a sense of urgency and act accordingly in order to protect and conserve soil as per Recommendation 25;

And further that this motion be circulated to the following parties:

- Rob Black, Senator
- John Nater, MP Perth Wellington
- Senate Standing Committee on Agriculture and Forestry
- All municipalities within the County of Wellington
- Wellington Federation of Agriculture
- Ontario Federation of Agriculture

CARRIED

Cathy Conrad
Deputy Clerk

TOWNSHIP OF AMARANTH

374028 6TH LINE • AMARANTH ON • L9W 0M6

July 3, 2025

County of Dufferin
30 Centre Street
Orangeville, ON L9W 2X1

Sent By Email: Sonya Pritchard, spritchard@dufferincounty.ca
Dufferin County Planning Department, planner@dufferincounty.ca

Re: County Road 109 Corridor Study

At its regular meeting of Council held on June 18, 2025, the Township of Amaranth Council passed the following resolution:

Resolution #: 7
Moved by: A. Stirk
Seconded by: B. Metzger
BE IT RESOLVED THAT:

The Council of the Township of Amaranth

1. Formally petition the Province of Ontario to reclassify County Road 109 as a provincial highway, restoring its designation as Highway 9, under the jurisdiction and responsibility of the Ministry of Transportation of Ontario (MTO);
2. Request that MTO undertake a full corridor review of County Road 109 to assess its current and projected transportation capacity, infrastructure condition, and regional significance;
3. Urge the Province to commit to funding and undertaking necessary upgrades to bring the corridor to modern provincial highway standards, including safety enhancements, road widening, improved intersections, and support for multi-modal infrastructure as appropriate;
4. Request Dufferin County staff to initiate formal engagement with the MTO and relevant provincial ministries, and to coordinate with member municipalities in compiling data and advocacy materials in support of the reclassification;
5. Request Dufferin County Council provide regular updates and a proposed strategy for joint municipal and provincial collaboration.

Further That This resolution be circulated to all Dufferin County municipalities, Dufferin–Caledon MPP, County of Wellington and the Minister of Transportation of Ontario for their awareness and support.
CARRIED

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

Yours truly,



Nicole Martin, Dipl. M.A.
CAO/Clerk

West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #	2025-263
Title:	Approve Resolution Requesting a Moratorium on Aerial Spraying of Glyphosate in the Nipissing Forest
Date:	August 12, 2025

Moved by:	Councillor Fern Pellerin
Seconded by:	Councillor Kaitlynn Nicol

WHEREAS the Province of Ontario, through the Ministry of Natural Resources and Forestry, is planning to begin aerial spraying of glyphosate-based herbicides in late August 2025 in the Nipissing Forest; and

WHEREAS the Nipissing Forest covers a significant portion, if not all, of the Municipality of West Nipissing, and residents and ecosystems may be impacted by this activity; 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 West Nipissing formally request that the Honourable Mike Harris Jr., Minister of Natural Resources and Forestry, reconsider the planned use of glyphosate-based herbicides in the Nipissing 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

CARRIED

Received: July 15, 2025

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

July 14, 2025

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 – June 2025
Mill Creek Pit, License #5738
Township of Puslinch, Wellington County

Please find enclosed the required monitoring data for the month of June 2025. There were no exceedances to report.

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

Sincerely,

Matthew Erdmann
Site Superintendent

[redacted]

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

Dufferin
Aggregates

Monthly Reporting
Mill Creek Aggregates Pit
June 2025

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
6-Jun-25	305.79	305.60	NO
9-Jun-25	305.81	305.60	NO
17-Jun-25	305.79	305.60	NO
25-Jun-25	305.81	305.60	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Jun-25	306.20	305.79	0.41	0.11	NO
9-Jun-25	306.21	305.81	0.40	0.11	NO
17-Jun-25	306.18	305.79	0.39	0.11	NO
25-Jun-25	306.20	305.81	0.39	0.11	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
6-Jun-25	305.30	305.17	NO
9-Jun-25	305.32	305.17	NO
17-Jun-25	305.30	305.17	NO
25-Jun-25	305.33	305.17	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Jun-25	305.84	305.30	0.54	0.14	NO
9-Jun-25	305.87	305.32	0.55	0.14	NO
17-Jun-25	305.86	305.3	0.56	0.14	NO
25-Jun-25	305.90	305.33	0.57	0.14	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
6-Jun-25	304.73	304.54	NO
9-Jun-25	304.75	304.54	NO
17-Jun-25	304.73	304.54	NO
25-Jun-25	304.76	304.54	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Jun-25	305.78	304.73	1.05	0.73	NO
9-Jun-25	305.81	304.75	1.06	0.73	NO
17-Jun-25	305.79	304.73	1.06	0.73	NO
25-Jun-25	305.84	304.76	1.08	0.73	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
6-Jun-25	304.25	303.69	NO
9-Jun-25	304.28	303.69	NO
17-Jun-25	304.26	303.69	NO
25-Jun-25	304.30	303.69	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Jun-25	304.72	304.25	0.47	0.34	NO
9-Jun-25	304.74	304.28	0.46	0.34	NO
17-Jun-25	304.71	304.26	0.45	0.34	NO
25-Jun-25	304.73	304.30	0.43	0.34	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
6-Jun-25	304.30	303.97	NO
9-Jun-25	304.28	303.97	NO
17-Jun-25	304.27	303.97	NO
25-Jun-25	304.30	303.97	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Jun-25	304.90	304.30	0.60	0.17	NO
9-Jun-25	304.87	304.28	0.59	0.17	NO
17-Jun-25	304.87	304.27	0.60	0.17	NO
25-Jun-25	304.89	304.30	0.59	0.17	NO

Date	DP5CR (mASL)	Threshold Value (mASL)	Exceedance
6-Jun-25	303.34	302.86	NO
9-Jun-25	303.34	302.86	NO
17-Jun-25	303.31	302.86	NO
25-Jun-25	303.35	302.86	NO

Date	OW5-84 (mASL)	DP5CR (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
6-Jun-25	303.59	303.34	0.25	0.18	NO
9-Jun-25	303.60	303.34	0.26	0.18	NO
17-Jun-25	303.59	303.31	0.28	0.18	NO
25-Jun-25	303.62	303.35	0.27	0.18	NO

No exceedances to report for the month of June.

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.

Dufferin
Aggregates

Monthly Reporting
Mill Creek Aggregates Pit
June 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):	67.9	Kitchener/Waterloo (Actual)	2,500	per minute	11,365	2,597	per minute	11,806
Total Monthly Normal Precipitation (mm):	80.5	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-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
2-Jun-25	2,150	-	1,279,341	-	306.53	N	306.03	N	304.98	N	306.27	N
3-Jun-25	2,150	-	1,128,442	-	306.52	N	306.03	N	304.99	N	306.26	N
4-Jun-25	2,150	-	1,229,628	-	306.53	N	306.04	N	304.98	N	306.25	N
5-Jun-25	2,000	-	1,242,826	-	306.53	N	306.05	N	304.97	N	306.28	N
6-Jun-25	-	-	-	-	306.54	N	306.03	N	304.95	N	306.26	N
7-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
8-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
9-Jun-25		-	1,275,382	-	306.53	N	306.04	N	304.96	N	306.27	N
10-Jun-25	2,150	-	1,275,382	-	306.52	N	306.04	N	304.93	N	306.26	N
11-Jun-25	2,150	-	1,157,918	-	306.54	N	306.03	N	304.93	N	306.25	N
12-Jun-25	2,150	-	902,314	-	306.55	N	306.04	N	304.94	N	306.26	N
13-Jun-25	1,500	-	1,052,993	-	306.54	N	306.02	N	304.92	N	306.25	N
14-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
15-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
16-Jun-25	2,150	-	1,180,355	-	306.53	N	306.00	N	304.90	N	306.23	N
17-Jun-25	2,150	-	958,626	-	306.50	N	306.03	N	304.91	N	306.22	N
18-Jun-25	2,150	-	1,270,982	-	306.51	N	306.01	N	304.88	N	306.23	N
19-Jun-25	2,150	-	1,206,531	-	306.54	N	306.04	N	304.91	N	306.24	N
20-Jun-25	1,500	-	890,436	-	306.53	N	306.03	N	304.92	N	306.25	N
21-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
22-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
23-Jun-25	-	-	1,256,464	-	306.52	N	306.03	N	304.89	N	306.24	N
24-Jun-25	2,150	-	1,234,907	-	306.53	N	306.02	N	304.88	N	306.27	N
25-Jun-25	2,150	-	1,051,233	-	306.51	N	306.05	N	304.88	N	306.23	N
26-Jun-25	2,150	-	1,156,378	-	306.54	N	306.04	N	304.91	N	306.26	N
27-Jun-25	1,500	-	853,701	-	306.55	N	306.06	N	304.90	N	306.28	N
28-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
29-Jun-25	-	-	-	-	-	-	-	-	-	-	-	-
30-Jun-25	-	-	832,144	-	306.57	N	306.11	N	304.98	N	306.34	N
Total	34,450	0	22,435,983	0								

Notes:
No exceedances to report for the month of June.



Wellington O.P.P.
Detachment Board Report

May 2025

Detachment Commander:
A/Inspector Karen Medeiros

From the Detachment Commander

With May of 2025 behind us and one month before the start of summer Wellington County OPP would like to take this opportunity to remind everyone about the importance of safety and preparedness. As the warm weather is fast approaching and more people take to the waterways and trails please remember to pack accordingly. That means fresh water, proper equipment, first aid kits and most importantly do not drink and drive. Proper boating and motorcycle equipment, life jackets and helmets will save lives. Please always have a designated driver or a sober helmsmen if you are out on the waterways. Our choices and our preparations can and do make a difference.

Our Traffic Management Unit and Community Response Unit have been out on the waterways with the marine vessel, and they continue to travel the trails on OPP bicycles in an effort to keep the boating and cycling public safe and to assist anyone in need.

I want to wish everyone a safe and happy summer while you enjoy the sunshine with your families and participate in your seasonal activities of choice. Please, remember to enjoy these summer activities safely and responsibly and plan for any possible emergencies.

A/Inspector Karen Medeiros
519-846-5930

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Crime

Crime Unit
Supervisor: Acting Detective Sergeant, Tyler Cowie

May turned out to be a busy and demanding month for the Wellington County Crime Unit. A death investigation from an incident that occurred in Wellington County is currently being led by the OPP's Criminal Investigations Branch (CIB). The Wellington County Crime Unit has received valuable and appreciated assistance from detectives in Norfolk County, Huron County, Perth County, Oxford County, South Bruce, Grey-Bruce and the West Region, Regional Support Team. This investigation is active and ongoing.

Training opportunities continued into May with members attending Powercase training and the Criminal Investigative Techniques course.

The Wellington County Crime Unit has begun the process to fill a vacant position within the unit. Applications were received and interviews will be conducted the week of June 9th with the successful applicant expected to start in the Crime Unit immediately.



Community Street Crime Unit
Supervisor: A/Detective Sergeant, Mark Grasman

The Wellington County Street Crime Unit (CSCU) continues to support the Crime Unit and frontline investigations where possible. Members mentored a front-line constable with the drafting of a production order related to a fraud investigation, assisted front line members with processing exhibits seized from a traffic stop where a significant quantity of schedule I substances were seized and assisted the Wellington County Crime Unit with an ongoing death investigation.

Members assisted the provincial Auto Theft and Towing team by executing one of many search warrants related to the theft and re-vin of motor vehicles spanning across the province, including Wellington County.

Wellington County CSCU assisted the Organized Crime Enforcement Bureau with multiple search warrants being executed simultaneously across the province.

Wellington County CSCU executed a search warrant related to a multi-jurisdictional drug trafficking ring, assisted Grey/Bruce OPP with a search warrant that resulted in guns, drugs, and cash being seized and executed two search warrants related to the supply of cocaine into Centre Wellington. Wellington County CSCU drafted a search warrant for a vehicle that resulted a schedule I seizure and propelled a parallel investigation.

In May, a CSCU member completed the mobile surveillance course.



Traffic Management Unit

Supervisor: Acting Sergeant Darryl Unger

Black Cat Speed Monitoring Devices

County Deployed	Study Length	Number of Vehicles	Recommended Enhanced Enforcement	Posted Speed Limit	85th Percentile	Collision History (5 years)
Location						
Wellington Road 7 between David Street & County 18	**7 days**	**49,796**	**No**	**50**	**67**	**Nothing significant**
Location						
Wellington Road 51	**7 days**	**68,019**	**No**	**80**	**91**	**Nothing significant**
Location						
8058 Wellington Road 124	**7 days**	**63,634**	**No**	**80**	**87**	**Nothing significant**

This data is being used to target specific complaint locations from members of the community or those identified internally.

Traffic Management Unit - Administration

Marine members attended the Belwood Lake fish derby on May 24th & 25th. OPP and MNR conducted a joint patrol on the OPP Vessel. Approximately 50 vessels were checked resulting in one life jacket ticket being issued along with two fishing licence violation tickets and 12 other small vessel infraction warnings.

Members of the Wellington Detachment conducted 48 RIDE spot checks across the County.

Members of the Wellington Detachment issued a total of 735 Provincial Offence Notices as well as an additional 473 warnings.

Wellington County Detachment investigated a total of 115 motor vehicle collisions. There were no fatal collisions in the month of May.

TMU members will be participating in a Commercial Motor Vehicle blitz on June 16th, partnering with the MTO and several other municipal police services.



Community Response

Community Response Unit
Supervisor: Acting Sergeant Adam Phillips

Community Response Unit / Offender Management & Apprehension Program:

Offender Management & Apprehension Program
The members of the Community Response Unit continue facilitating the Offender Management & Apprehension Program.

At present, several warrants have been designated as Priority Warrants. New warrants continue to be generated and in the process of being actioned. All identified priority offenders have been actioned for location efforts. The majority of these individuals have fled the jurisdiction, including interprovincial and international locations. Where feasible, coordination efforts are underway to facilitate their arrest. Provincial Support Services, including the Bail Support Team, remain actively engaged in assisting with the apprehension of offenders outside the region.



Current number of wanted persons: 102
Current number of warrants: 141
Total number of warrants executed in May: 28 + 4 withdrawn by Crown
Total number of compliance checks in May: 16
OMAP Paid Duties: 8 officer paid duties and 3 Special Constable paid duties
Offenders requiring supervision (OMAP): 34 (7 are in custody)
Warrant under review for dismissal: 22
PARS to monitor – 9

Community Safety and Services (CSS)

Throughout May 2025, PC Burton and PC MacDonald remained actively engaged with the community, promoting public safety and partnering with local media. In May, approximately 50 media and social media releases were issued. PC Burton also participate in the Community Engagement Officer Training in Orillia, to establish a further repertoire to enhance and foster rapport and community mobilization. PC MacDonald further conducted two Radio public service announcements.

Members of the Community Safety & Services team and the Community Response Unit, partnered with Auxiliary members, also participated in the following community engagement/outreach events:

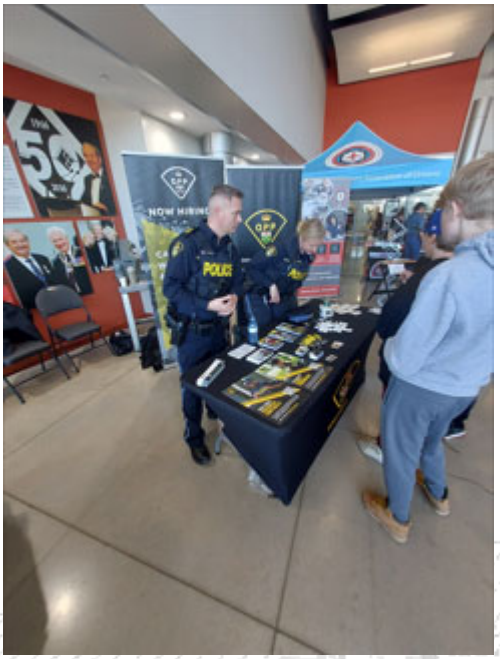
- Guelph Emergency Preparedness Day May 2nd
- Town of Erin Fire & Emergency Services Open House May 3rd
- Calvary Church Bike Rodeo – Arkell Road – May 4th
- McDonalds McHAPPY Day at Fergus and Elora locations May 8th
- May 10th Puslinch Optimist Bike Rodeo & Rockwood Fire Hall Open House
- May 14th Guelph & Wellington Special Olympics – located at St. James High School track in Guelph
- May 20th Elora Christian School Tour of Fergus Detachment
- May 24th Fergus Optimist Bike Rodeo & Mapleton Safe Kids Day – Drayton

- May 28th CRU/CSS hosted Sunrise Christian school field trip at Fergus Detachment, touring the station
- May 29th CRU & Auxiliary officers attended Aberfoyle Public School Community Fundraiser Fair in Puslinch.
- CRU & Auxiliary officers assisted with Minto Safe Kids Day – Palmerston

We are in the throws of the bulk of our Community Engagement and Mobilization Season, partnering with the community, social services and volunteers. CSS and CRU members continue to be visible throughout the county, actively planning and participating in community events. Planning is well underway for several major events scheduled for the upcoming summer season.



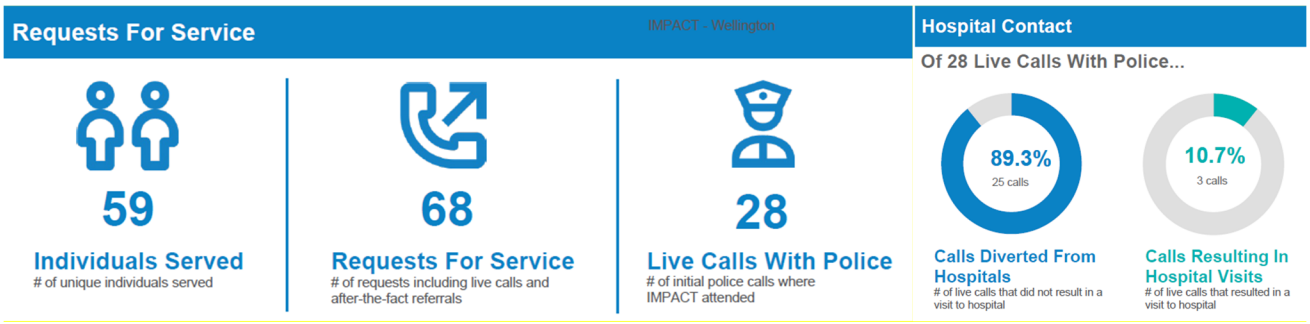






IMPACT (Integrated Mobile Police and Crisis Team)

April 2025



Auxiliary Unit
Unit Commander: Auxiliary Staff Sergeant J. SWAN
Liaison: Provincial Constable Stephen Gilfillan

A highlight of our monthly training was a visit from the Detachment Command Staff who thanked the unit for their service and provided some food in recognition of 65 years of the Auxiliary program. Several members were recognized for five or more years of service with the program. Inspector Medeiros presented these members with a certificate as well as a Wellington County challenge coin. We also shared a note a member of the public had passed along to the Detachment Commander regarding a positive interaction they had at the Drayton Farm Show with one of our Auxiliary Constables.

We had members attend several community events this month. Among these events were bike rodeos in Arkell, Fergus and Puslinch, fire department open houses in Erin and Rockwood, and community events in Mapleton and Aberfoyle. At the fire department open house in Rockwood the unit ran a child car seat inspection clinic with seven inspections completed. We were also invited to attend the Centre Wellington Food Bank's awards evening where we were presented with a plaque recognizing our participation in the "stuff a cruiser" food drives over the past year. Jackie Andrews from the food bank noted that these "stuff a cruiser" events have consistently been one of the top sources of donations for the food bank for several years. Members also continued to support the detachment through both vehicle and marine patrol duties.

Safe Communities Wellington County
Safe Communities Wellington County continued its commitment to promoting safety and well-being across the region through a range of community initiatives and collaborative efforts.

Key activities included:

- Road Safety Advocacy: We delegated the Wellington County Roads Committee to explore and discuss new road safety strategies. These included a discussion about E-Scooters on Wellington County Roads as well as the implementation of Gateway pavement markings aimed at reducing vehicle speed when entering municipalities.
- Community Engagement: Safe Communities Wellington County actively participated in two Safe Kids Days, hosted by the Town of Minto and the Mapleton Safe Communities Committee. In

Minto, we showcased plasma cars and BAC goggles to engage participants in learning about the dangers of impaired driving due to alcohol, drugs, or fatigue.

- Public Outreach: Our team joined the Fergus Lions Home and Leisure Show for a fun and safety-focused three-day event. We distributed 50 safety scavenger hunts to families, helping to raise awareness around various safety topics in an interactive and engaging way.

These efforts reflect our ongoing dedication to creating a safer community for all residents of Wellington County.

Crime Stoppers Guelph Wellington (CSGW)

Crime Stoppers Guelph Wellington (CSGW) hosted the Southwest Zone meeting for programs from Owen Sound to Haldimand Norfolk to Windsor at the Ariss Valley Golf Course on May 1st. The meeting was well attended by CSGW representatives and served as a primer for programs planning to attend the Ontario Association of Crime Stoppers conference in North Bay in June.

May is always Mulch Month, and CSGW held an in-person fundraiser at Young's Home Hardware in Mount Forest on May 10th. All sales from this event are being donated to CSGW. JL's Home Hardware had a month-long promotion at their three locations, where $1 sold from every bag of mulch is donated to CSGW. The totals of these events will be shared next month. CSGW Board members also had a table at the Wellington Street location on May 3rd to increase awareness and answer questions about the program.

Cyber Safety Presentations continue to take priority on the Program Coordinator's calendar. These presentations are proving to be important and timely for students and staff. There are many misconceptions among youth about online scams, sextortion, Chile Pornography, and their risk with it comes to these harms. CSGW is discussing with UGDSB and WCDSB how the campaign moves forward for the 2025-26 school year.

CSGW is working with Guelph Police Service, Victim Services Wellington, Guelph Wellington Women In Crisis and local video producer Tivoli Films to create an impactful video on Human Trafficking awareness in the City of Guelph. This video will be launched the first week of June, in concert with a multi-agency Human Trafficking campaign to offer increased rewards for charges and arrests in Human Trafficking. Crime Stoppers programs in Durham Region, Guelph Wellington, Halton, Waterloo, and Niagara are partnering, thanks to the leadership of Crime Stoppers of Halton Region.

The campaign will run from June to the end of August, capitalizing on the summer holiday season.

Court

Supervisor: Sergeant Shaugn Rogers

Wellington County Court Bureau highlights:

- Reviewed current practice of third-party records disclosure and implemented changes in keeping with provincial direction and Crown consultation.

- Efforts made to clarify responsibilities with POA prosecutions and our officers in obtaining “Statutory Declarations” from Insurance Companies when some of our “No Insurance” charges are being laid that will hopefully streamline evidence disclosure.

- Education and additional upcoming training dates provided to members for electronic submission and “clipping” of audio/video files with evidentiary value.

- Direction provided to court bureau members with regards to the practice of email service of documents in certain cases.

- Court Bureau supervisor attended the Provincial Police Court Managers (OAPCM) conference with other stakeholders (members from other Police jurisdictions, Ministry of Attorney General (Court Services and Criminal Law Divisions, Business Continuity and Emergency Management), members from Ministry of Solicitor General, etc.) to discuss court efficiencies and court security. Topics included new legislation, emergency management, digital transformation of courts, and the use of “Artificial Intelligence” in policing.



Personnel & Acknowledgements

Wellington County OPP welcomes new recruits Provincial Constable Jordyn Dunn, Provincial Constable Antonio Sousa and Provincial Constable James Stewart. We would like to take this oppotrunity to welcome them to Wellington County and to wish them a safe and long career with the Ontario Provicincal Police.



OPP Detachment Board Report
Collision Reporting System
May 2025

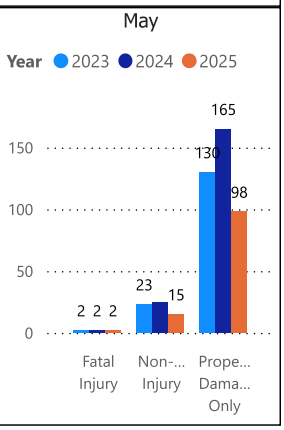
Motor Vehicle Collisions by Type

May

Year	2023		2024		2025	
CollisionType	Incidents	% Change	Incidents	% Change	Incidents	% Change
Fatal Injury	2	100.0%	2	0.0%	2	0.0%
Non-Fatal Injury	23	228.6%	25	8.7%	15	-40.0%
Property Damage Only	130	27.5%	165	26.9%	98	-40.6%
Total	**155**	**40.9%**	**192**	**23.9%**	**115**	**-40.1%**

YTD

Year	2023		2024		2025	
CollisionType	Incidents	% Change	Incidents	% Change	Incidents	% Change
Fatal Injury	7	250.0%	5	-28.6%	4	-20.0%
Non-Fatal Injury	98	63.3%	101	3.1%	88	-12.9%
Property Damage Only	635	7.6%	751	18.3%	689	-8.3%
Total	**740**	**13.5%**	**857**	**15.8%**	**781**	**-8.9%**



Data source (Collision Reporting System) date:
26-May-2025

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:04:10 PM

OPP Detachment Board Report
Collision Reporting System
May 2025

Fatalities in Detachment Area - Incidents

May

Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2023	0	2	100.0%	0	0	--	0	0	--
2024	0	1	-50.0%	0	0	--	0	1	--
2025	0	2	100.0%	0	0	--	0	0	-100.0%

YTD

Type	Motor Vehicle			Motorized Snow Vehicle			Off-Road Vehicle		
Year	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change	Alcohol/Drugs	Incidents	% Change
2023	2	7	250.0%	0	0	--	0	0	--
2024	0	4	-42.9%	0	0	--	0	1	--
2025	0	4	0.0%	0	0	--	0	0	-100.0%

Fatalities in Detachment Area - Persons Killed

May

Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle	
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change
2023	2	100.0%	0	--	0	--
2024	1	-50.0%	0	--	1	--
2025	2	100.0%	0	--	0	-100.0%

YTD

Type	Motor Vehicle		Motorized Snow Vehicle		Off-Road Vehicle	
Year	Persons Killed	% Change	Persons Killed	% Change	Persons Killed	% Change
2023	7	75.0%	0	--	0	--
2024	5	-28.6%	0	--	1	--
2025	4	-20.0%	0	--	0	-100.0%

Primary Causal Factors in Fatal Motor Vehicle Collisions

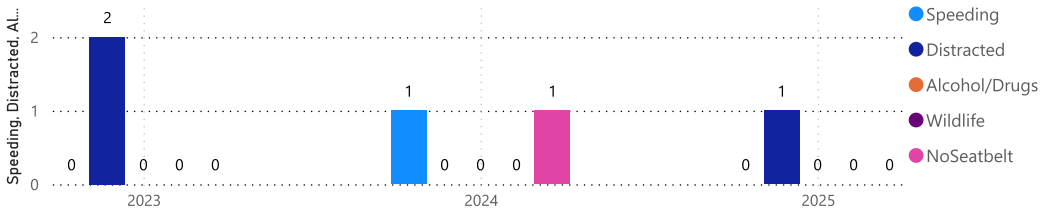
May

	2023	2024	2025
Speeding	0	1	0
Speeding % Change	--	--	-100.0%
Distracted	2	0	1
Distracted % Change	--	-100.0%	--
Alcohol/Drugs	0	0	0
Alcohol/Drugs % Change	-100.0%	--	--
Wildlife	0	0	0
Wildlife % Change	--	--	--
NoSeatbelt	0	1	0
NoSeatbelt YoY%	-100.0%	--	-100.0%

YTD

	2023	2024	2025
Speeding	1	1	1
Speeding % Change	--	0.0%	0.0%
Distracted	2	2	1
Distracted % Change	--	0.0%	-50.0%
AlcoholDrugs	2	0	0
AlcoholDrugs % Change	100.0%	-100.0%	--
Wildlife	0	0	0
Wildlife % Change	--	--	--
NoSeatbeltYTD	1	1	1
NoSeatbeltYTD YoY%	0.0%	0.0%	0.0%

May



Data source (Collision Reporting System) date:

26-May-2025

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:

26-May-2025

Report Generated on:

03-Jun-2025 1:04:10 PM

OPP Detachment Board Report
Records Management System
May 2025

Criminal Code and Provincial Statute Charges Laid

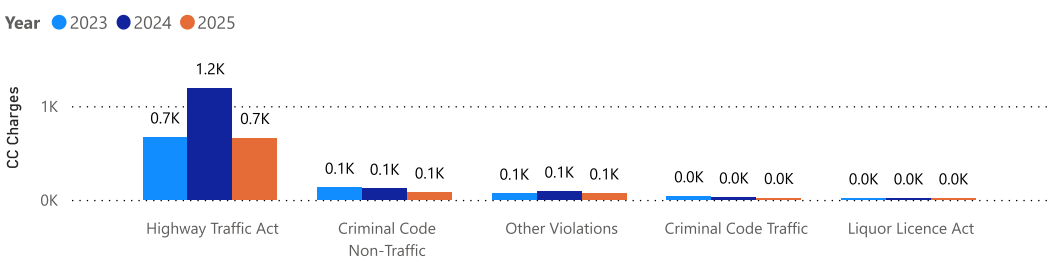
May

Year	2023		2024		2025	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	129	48.3%	118	-8.5%	78	-33.9%
Criminal Code Traffic	38	46.2%	25	-34.2%	20	-20.0%
Highway Traffic Act	666	42.0%	1,190	78.7%	660	-44.5%
Liquor Licence Act	9	28.6%	14	55.6%	7	-50.0%
Other Violations	66	1.5%	88	33.3%	68	-22.7%
Total	**908**	**38.8%**	**1,435**	**58.0%**	**833**	**-42.0%**

YTD

Year	2023		2024		2025	
ChargeCategory1	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Criminal Code Non-Traffic	562	54.8%	656	16.7%	488	-25.6%
Criminal Code Traffic	131	-5.8%	161	22.9%	149	-7.5%
Highway Traffic Act	3,402	44.3%	4,500	32.3%	3,022	-32.8%
Liquor Licence Act	46	21.1%	39	-15.2%	26	-33.3%
Other Violations	285	-10.9%	340	19.3%	350	2.9%
Total	**4,426**	**37.5%**	**5,696**	**28.7%**	**4,035**	**-29.2%**

May



Traffic Related Charges

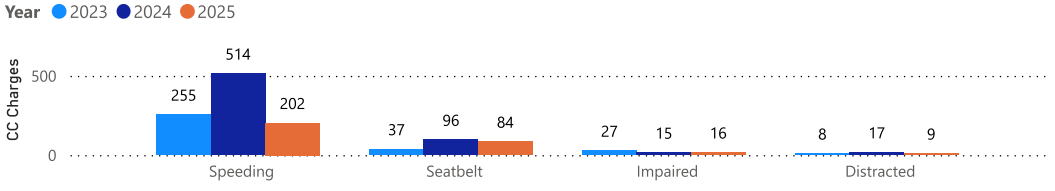
May

Year	2023		2024		2025	
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Speeding	255	-5.9%	514	101.6%	202	-60.7%
Seatbelt	37	94.7%	96	159.5%	84	-12.5%
Impaired	27	28.6%	15	-44.4%	16	6.7%
Distracted	8	60.0%	17	112.5%	9	-47.1%

YTD

Year	2023		2024		2025	
ChargeCategory2	Offence Count	% Change	Offence Count	% Change	Offence Count	% Change
Speeding	1,465	23.0%	2,345	60.1%	777	-66.9%
Seatbelt	171	35.7%	234	36.8%	285	21.8%
Impaired	87	-11.2%	101	16.1%	107	5.9%
Distracted	42	-6.7%	47	11.9%	92	95.7%

May



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-25

Report Generated on:
03-Jun-2025 1:04:10 PM

OPP Detachment Board Report
Records Management System
May 2025

eTicketing Warnings

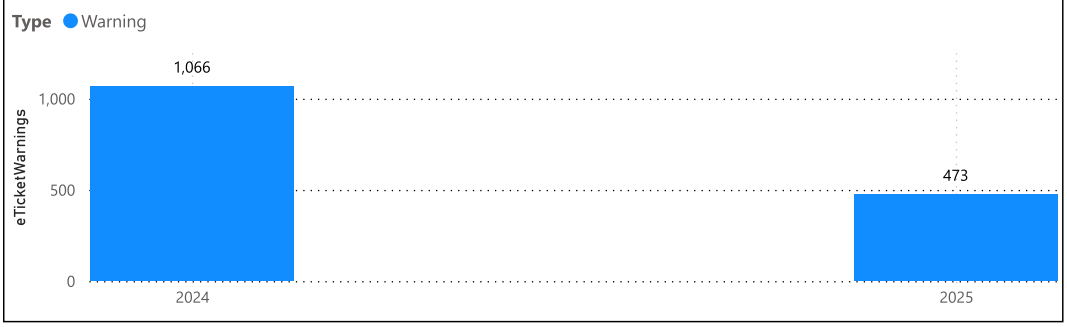
May

Year	2024		2025	
Type	Total	% Change	Total	% Change
Warning	1,066	96.7%	473	-55.6%

YTD

Year	2024		2025	
Type	Total	% Change	Total	% Change
Warning	3,553	8.6%	2,045	-42.4%

May



Note: The eTicketing system was not fully implemented until the end of 2022, therefore data is only available beginning in 2023. % Change in 2023 may appear higher in this report due to the incomplete 2022 data.

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-25

Report Generated on:
03-Jun-2025 1:05:02 PM

OPP Detachment Board Report
Records Management System
May 2025

Violent Crime

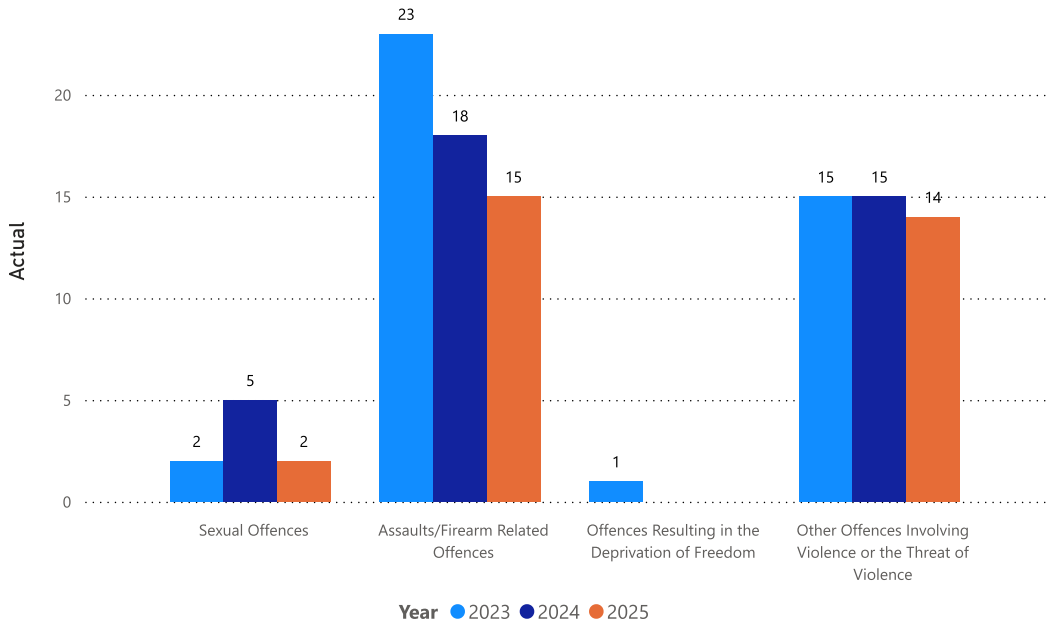
May

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	0	--	0	--	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	0	--
Sexual Offences	2	-66.7%	5	150.0%	2	-60.0%
Assaults/Firearm Related Offences	23	76.9%	18	-21.7%	15	-16.7%
Offences Resulting in the Deprivation of Freedom	1	--	0	-100.0%	0	--
Robbery	0	--	0	--	0	--
Other Offences Involving Violence or the Threat of Violence	15	36.4%	15	0.0%	14	-6.7%
Offences in Relation to Sexual Services	0	--	0	--	0	--
Total	**41**	**36.7%**	**38**	**-7.3%**	**31**	**-18.4%**

YTD

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Homicides	1	--	0	-100.0%	0	--
Other Offences Causing Death	0	--	0	--	0	--
Attempted Murder	0	--	0	--	0	--
Sexual Offences	26	8.3%	26	0.0%	34	30.8%
Assaults/Firearm Related Offences	84	90.9%	90	7.1%	108	20.0%
Offences Resulting in the Deprivation of Freedom	3	--	1	-66.7%	0	-100.0%
Robbery	3	--	1	-66.7%	0	-100.0%
Other Offences Involving Violence or the Threat of Violence	58	0.0%	58	0.0%	80	37.9%
Offences in Relation to Sexual Services	0	--	0	--	0	--
Total	**175**	**38.9%**	**176**	**0.6%**	**222**	**26.1%**

May



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:04:10 PM

OPP Detachment Board Report
Records Management System
May 2025

Property Crime

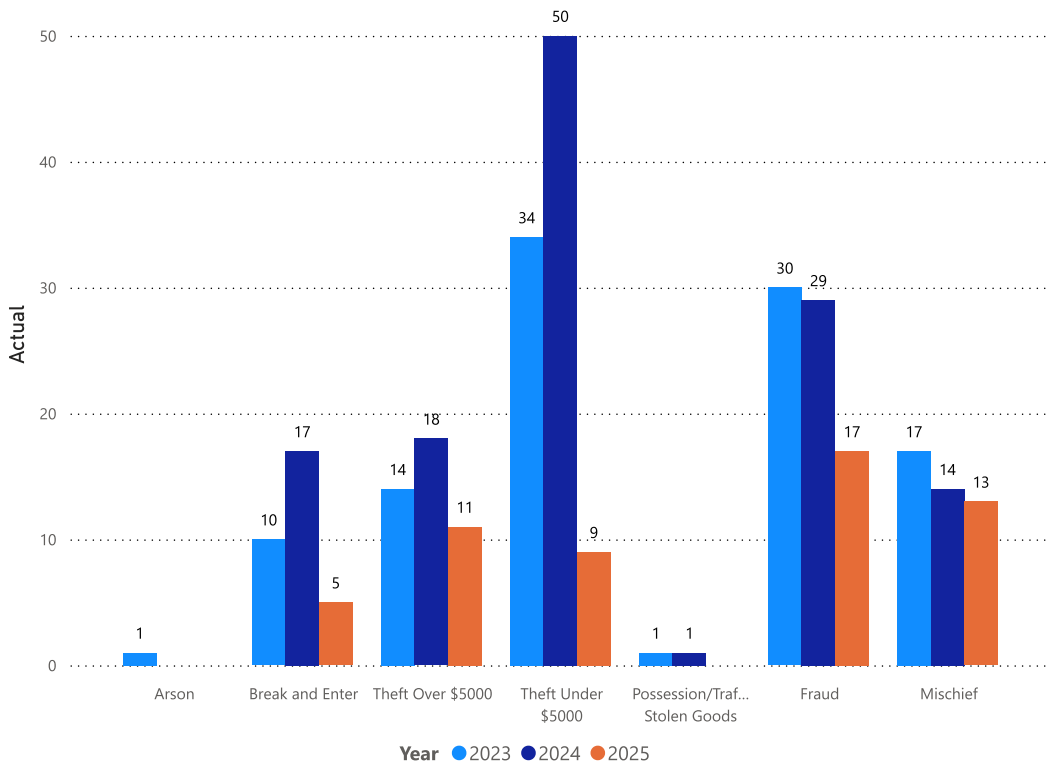
May

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	1	--	0	-100.0%	0	--
Break and Enter	10	66.7%	17	70.0%	5	-70.6%
Theft Over $5000	14	-22.2%	18	28.6%	11	-38.9%
Theft Under $5000	34	-41.4%	50	47.1%	9	-82.0%
Possession/Trafficking Stolen Goods	1	0.0%	1	0.0%	0	-100.0%
Fraud	30	57.9%	29	-3.3%	17	-41.4%
Mischief	17	6.3%	14	-17.6%	13	-7.1%
Total	**107**	**-9.3%**	**129**	**20.6%**	**55**	**-57.4%**

YTD

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Arson	6	200.0%	1	-83.3%	0	-100.0%
Break and Enter	55	10.0%	54	-1.8%	45	-16.7%
Theft Over $5000	69	-16.9%	89	29.0%	62	-30.3%
Theft Under $5000	150	-21.5%	188	25.3%	127	-32.4%
Possession/Trafficking Stolen Goods	12	-7.7%	5	-58.3%	9	80.0%
Fraud	181	30.2%	186	2.8%	175	-5.9%
Mischief	81	-12.9%	71	-12.3%	86	21.1%
Total	**554**	**-3.0%**	**594**	**7.2%**	**504**	**-15.2%**

May



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:04:10 PM

OPP Detachment Board Report
Records Management System
May 2025

Drug Crime

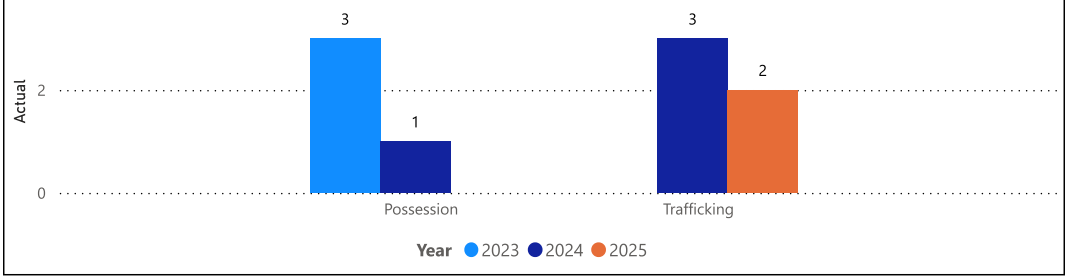
May

Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	3	-25.0%	1	-66.7%	0	-100.0%
Trafficking	0	--	3	--	2	-33.3%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	-100.0%	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	0	--	0	--	0	--
Other Cannabis Violations	0	--	0	--	0	--
Total	**3**	**-40.0%**	**4**	**33.3%**	**2**	**-50.0%**

YTD

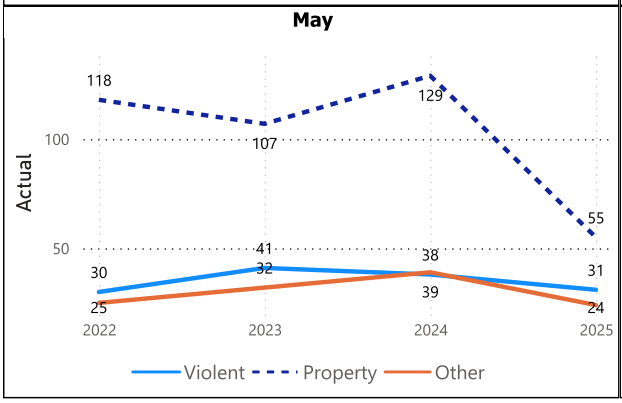
Year	2023		2024		2025	
ViolationGrp	Actual	% Change	Actual	% Change	Actual	% Change
Possession	11	-8.3%	11	0.0%	2	-81.8%
Trafficking	1	-85.7%	7	600.0%	4	-42.9%
Importation & Production	0	--	0	--	0	--
Cannabis Possession	0	--	0	--	0	--
Cannabis Distribution	0	-100.0%	0	--	0	--
Cannabis Sale	0	--	0	--	0	--
Cannabis Importation & Exportation	0	--	0	--	0	--
Cannabis Production	1	--	0	-100.0%	0	--
Other Cannabis Violations	0	--	0	--	1	--
Total	**13**	**-35.0%**	**18**	**38.5%**	**7**	**-61.1%**

May



Top 3 Violation Types

May



Top 5 Violation Groups

May

ViolationGrp	2022	2023	2024	2025	Total
Theft Under $5000	58	34	50	9	**151**
Fraud	19	30	29	17	**95**
Provincial Statutes	16	16	37	15	**84**
Failure to Comply	10	21	29	17	**77**
Assaults/Firearm Related Offences	13	23	18	15	**69**

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:06:01 PM

OPP Detachment Board Report
Records Management System
May 2025

Other Crime Occurrences

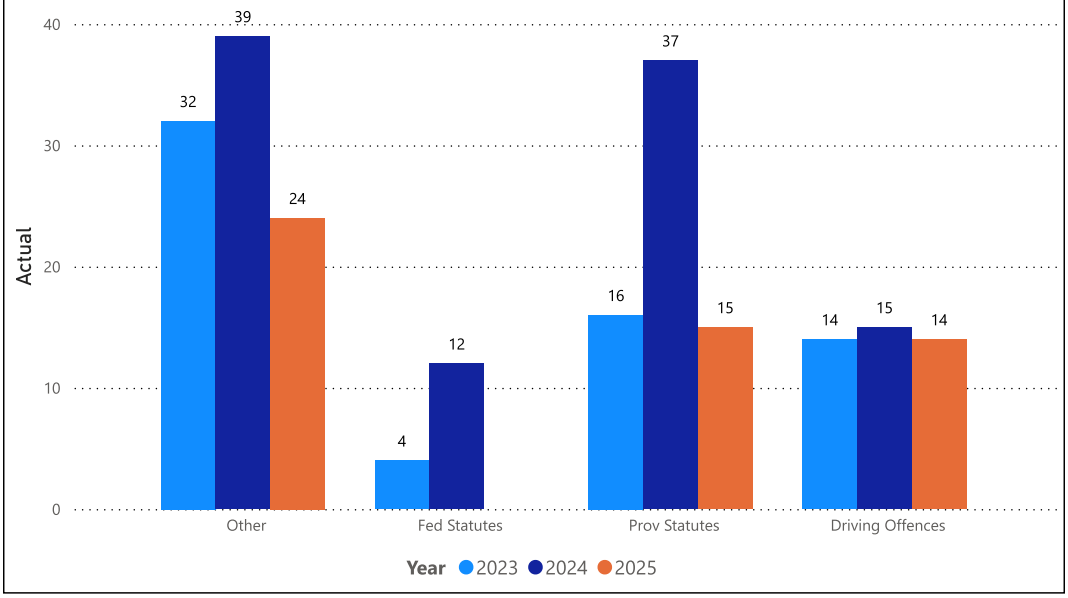
May

Year	2023		2024		2025	
Violation_rollup	Actual	% Change	Actual	% Change	Actual	% Change
Other	32	28.0%	39	21.9%	24	-38.5%
Fed Statutes	4	33.3%	12	200.0%	0	-100.0%
Prov Statutes	16	0.0%	37	131.3%	15	-59.5%
Driving Offences	14	-6.7%	15	7.1%	14	-6.7%
Total	**66**	**11.9%**	**103**	**56.1%**	**53**	**-48.5%**

YTD

Year	2023		2024		2025	
Violation_rollup	Actual	% Change	Actual	% Change	Actual	% Change
Other	132	91.3%	132	0.0%	137	3.8%
Fed Statutes	6	50.0%	13	116.7%	1	-92.3%
Prov Statutes	90	13.9%	128	42.2%	91	-28.9%
Driving Offences	70	-7.9%	83	18.6%	79	-4.8%
Total	**298**	**30.7%**	**356**	**19.5%**	**308**	**-13.5%**

May



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:06:01 PM

OPP Detachment Board Report
Records Management System
May 2025

Clearance Rate

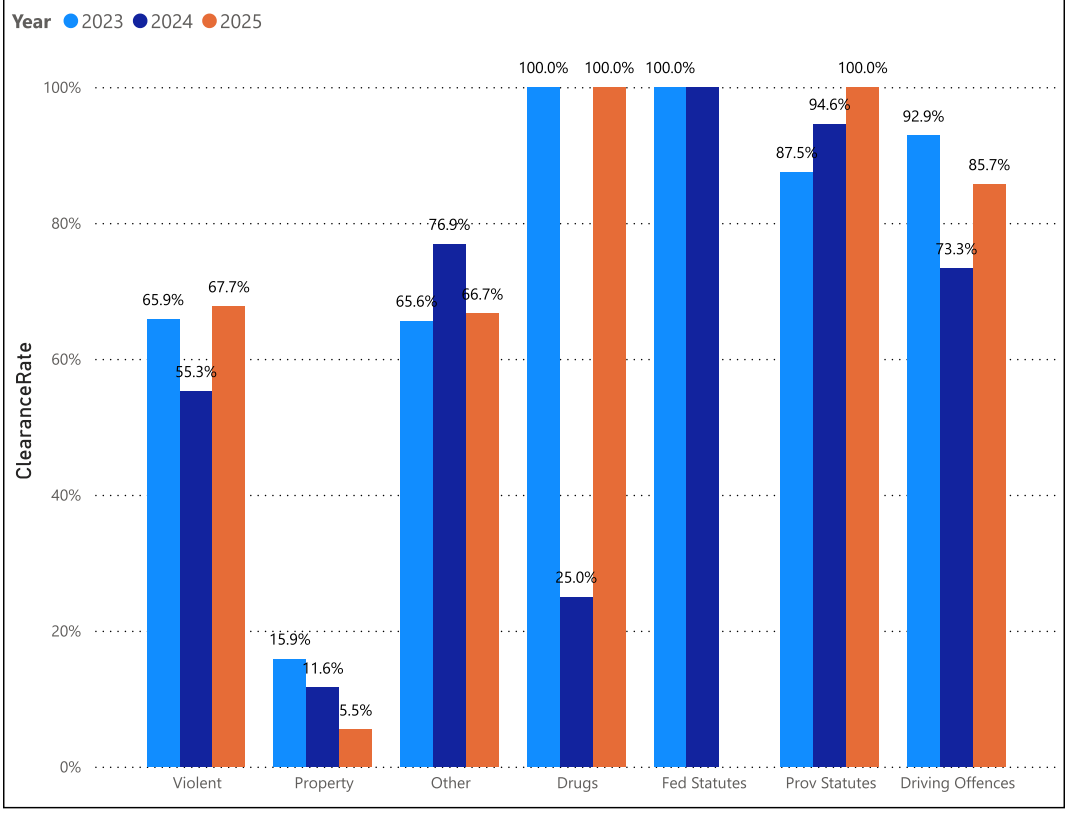
May

Year	2023		2024		2025	
	%	% Change	%	% Change	%	% Change
Violent	65.9%	4.0%	55.3%	-16.1%	67.7%	22.6%
Property	15.9%	87.5%	11.6%	-26.8%	5.5%	-53.1%
Other	65.6%	17.2%	76.9%	17.2%	66.7%	-13.3%
Drugs	100.0%	0.0%	25.0%	-75.0%	100.0%	300.0%
Fed Statutes	100.0%	0.0%	100.0%	0.0%		-100.0%
Prov Statutes	87.5%	-12.5%	94.6%	8.1%	100.0%	5.7%
Driving Offences	92.9%	-7.1%	73.3%	-21.0%	85.7%	16.9%

YTD

Year	2023		2024		2025	
Violation_rollup	%	% Change	%	% Change	%	% Change
Violent	64.0%	34.4%	64.2%	0.3%	68.5%	6.6%
Property	18.1%	49.4%	14.1%	-21.7%	10.1%	-28.4%
Other	65.9%	42.1%	68.9%	4.6%	67.9%	-1.5%
Drugs	84.6%	5.8%	61.1%	-27.8%	57.1%	-6.5%
Fed Statutes	83.3%	-16.7%	100.0%	20.0%	0.0%	-100.0%
Prov Statutes	95.6%	-3.2%	95.3%	-0.3%	97.8%	2.6%
Driving Offences	88.6%	2.0%	78.3%	-11.6%	84.8%	8.3%

May



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

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03-Jun-2025 1:06:01 PM

OPP Detachment Board Report
Records Management System
May 2025

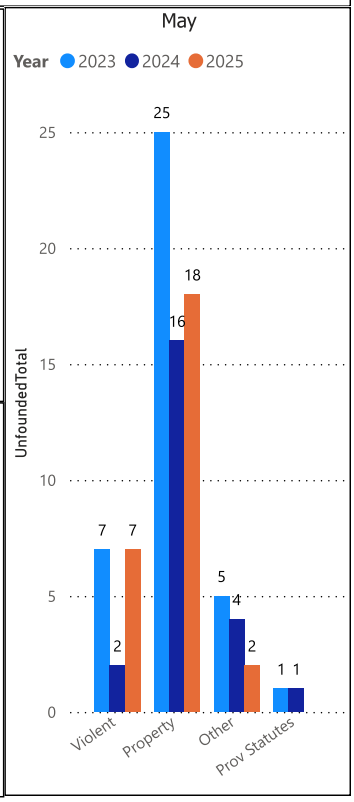
Unfounded

May

Year	2023		2024		2025	
Violation_rollup	Count	% Change	Count	% Change	Count	% Change
Violent	7	16.7%	2	-71.4%	7	250.0%
Property	25	13.6%	16	-36.0%	18	12.5%
Other	5	66.7%	4	-20.0%	2	-50.0%
Drugs	0	--	0	--	0	--
Fed Statutes	0	--	0	--	0	--
Prov Statutes	1	0.0%	1	0.0%	0	-100.0%
Driving Offences	0	--	0	--	0	--
Total	**38**	**18.8%**	**23**	**-39.5%**	**27**	**17.4%**

YTD

Year	2023		2024		2025	
Violation_rollup	Count	% Change	Count	% Change	Count	% Change
Violent	25	8.7%	20	-20.0%	31	55.0%
Property	78	-13.3%	73	-6.4%	79	8.2%
Other	13	116.7%	14	7.7%	13	-7.1%
Drugs	0	-100.0%	0	--	2	--
Fed Statutes	0	--	0	--	0	--
Prov Statutes	2	-33.3%	1	-50.0%	1	0.0%
Driving Offences	0	--	0	--	0	--
Total	**118**	**-4.1%**	**108**	**-8.5%**	**126**	**16.7%**



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:06:01 PM

OPP Detachment Board Report
Records Management System
May 2025

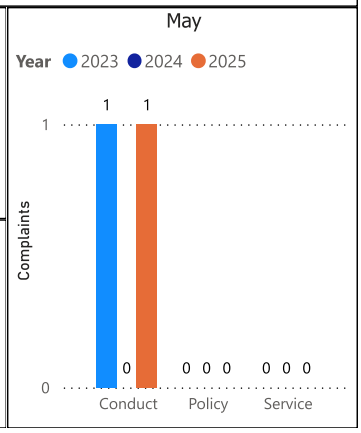
Public Complaints (Detachment Level Only)

May

Year	2023		2024		2025	
INCIDENT_TYPE	Count	% Change	Count	% Change	Count	% Change
Conduct	1	-66.7%	0	-100.0%	1	--
Policy	0	--	0	--	0	--
Service	0	--	0	--	0	--
Total	**1**	**-66.7%**	**0**	**-100.0%**	**1**	**--**

YTD

Year	2023		2024		2025	
INCIDENT_TYPE	Count	% Change	Count	% Change	Count	% Change
Conduct	2	-84.6%	2	0.0%	6	200.0%
Policy	0	--	0	--	0	--
Service	0	--	0	--	0	--
Total	**2**	**-84.6%**	**2**	**0.0%**	**6**	**200.0%**



Data source: RMS Data Feed
Ontario Provincial Police, Professional Standards Bureau Commander Reports - File Manager System

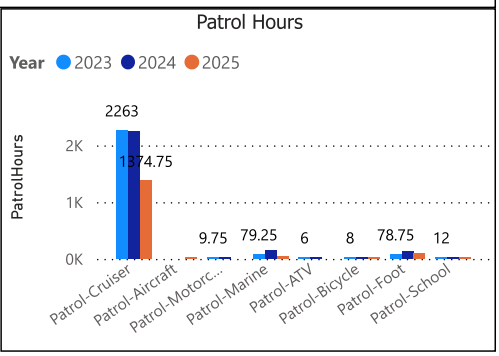
Data source date:
26-May-2025

Daily Activity Reporting

Daily Activity Reporting Patrol Hours

May

ODCdescr	2023	2024	2025
Patrol-Cruiser	2,263.00	2,243.00	1,374.75
Patrol-Aircraft	0.00	0.00	1.25
Patrol-Motorcycle	9.75	20.25	0.00
Patrol-Marine	79.25	152.75	43.00
Patrol-ATV	6.00	13.00	0.00
Patrol-Snowmobile	0.00	0.00	0.00
Patrol-Bicycle	8.00	30.00	6.50
Patrol-Foot	78.75	133.00	101.25
Patrol-School	12.00	24.25	13.25
Total	**2,456.75**	**2,616.25**	**1,540.00**



Data source (Daily Activity Reporting System) date:
26-May-2025

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)
Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:06:01 PM

OPP Detachment Board Report
Records Management System
May 2025

Youth Charges by Disposition Type

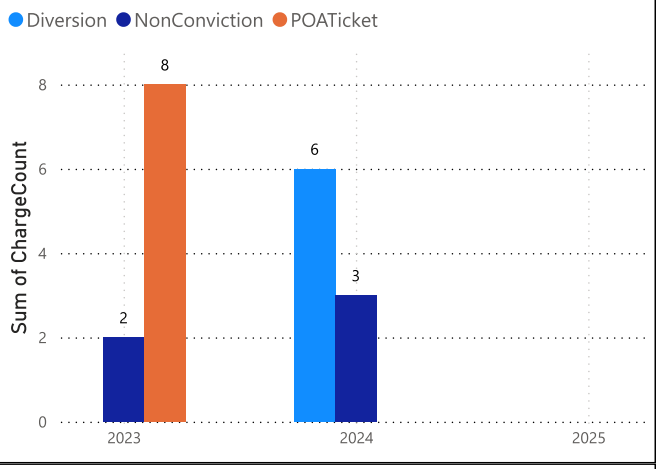
May

Disposition_Type	2023	2024	2025
Bail	0	0	0
Conviction	0	0	0
Diversion	0	6	0
NonConviction	2	3	0
NotAccepted	0	0	0
POATicket	8	0	0
Total	**10**	**9**	**0**

YTD

Disposition_Type	2023	2024	2025
Bail	0	0	0
Conviction	9	2	0
Diversion	6	10	3
NonConviction	33	7	0
NotAccepted	0	0	0
POATicket	16	1	1
Total	**64**	**20**	**4**

May



Youth Charges by Disposition and Occurrence Type

May

Year	2025	Total
OccType		
Total		**0**

YTD

Year	2025					Total
OccType	Conviction	Diversion	NonConviction	NotAccepted	POATicket	
eTicket - Person	0	0	0	0	1	**1**
Mischief	0	1	0	0		**1**
Sexual assault	0	2	0	0		**2**
Total	**0**	**3**	**0**	**0**	**1**	**4**

The tables and chart on this page present summarized youth charges by disposition and occurrence type that have been recorded in the OPP Niche RMS application. Of note... the Niche data sourced for this report page only lists youth charges that have had a disposition type entered against them. Therefore, please be aware that the counts of youth charges entries on this report page are under stating the potential sum of youth charges that are in OPP Niche RMS.

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

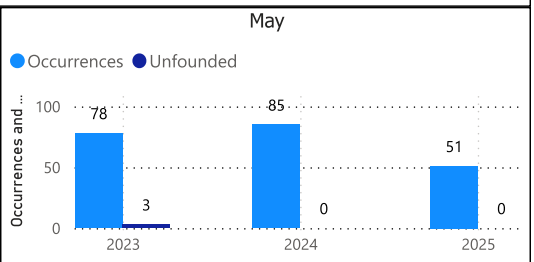
Report Generated on:
03-Jun-2025 1:07:29 PM

OPP Detachment Board Report
Records Management System
May 2025

Mental Health Act Occurrences

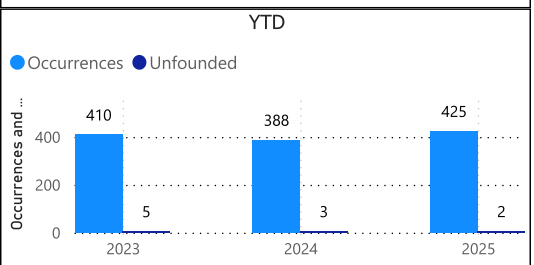
May

Year	Occurrences	Unfounded
2023	78	3
2024	85	0
2025	51	0



YTD

Year	Occurrences	Unfounded
2023	410	5
2024	388	3
2025	425	2



Mental Health Act Occurrences by Occurrence Type

May

Year	2025	
OccurrenceType	Occurrences	Unfounded
Ambulance Assistance	1	0
Assault	2	0
Attempt or threat of suicide	4	0
Community services	1	0
Family dispute	5	0
Intimate Partner Violence	1	0
Mental health act	31	0
Missing person located	1	0
Person Well-Being Check	1	0
Threats	1	0
Trouble with youth	3	0
Total	**51**	**0**

Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:06:01 PM

OPP Detachment Board Report
Records Management System
May 2025

Overdose Occurrences

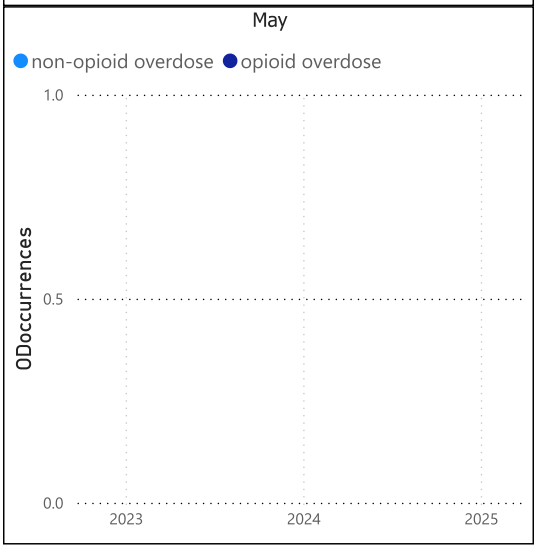
May

Fatal	2023	2024	2025
Fatal	**0**	**0**	**0**
non-opioid overdose	0	0	0
opioid overdose	0	0	0
non-Fatal	**1**	**0**	**1**
non-opioid overdose	1	0	0
opioid overdose	0	0	1
Total	**1**	**0**	**1**

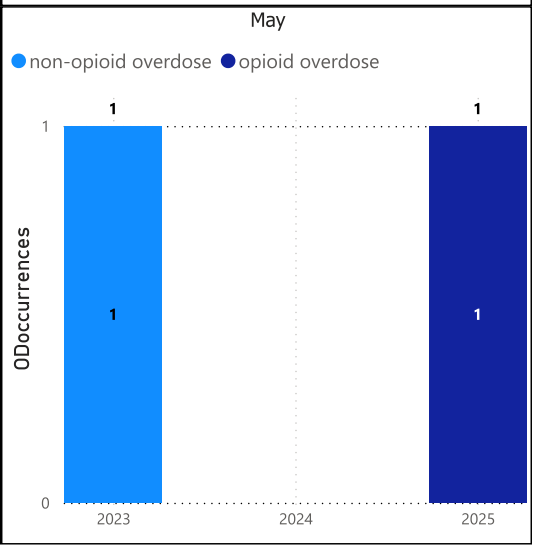
YTD

Fatal	2023	2024	2025
Fatal	**0**	**1**	**0**
non-opioid overdose	0	1	0
opioid overdose	0	0	0
non-Fatal	**1**	**2**	**2**
non-opioid overdose	1	1	0
opioid overdose	0	1	2
Total	**1**	**3**	**2**

Fatal Overdose Occurrences



Non-Fatal Overdose Occurrences



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:06:01 PM

OPP Detachment Board Report
Records Management System
May 2025

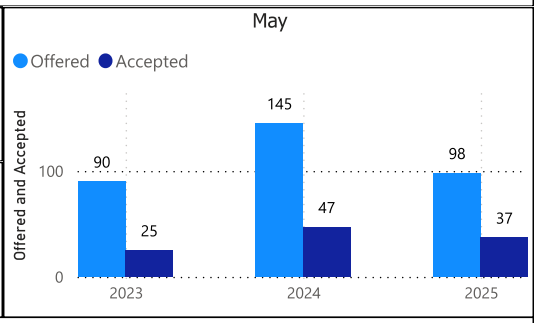
Referrals to Victim Service Agencies by Year

May

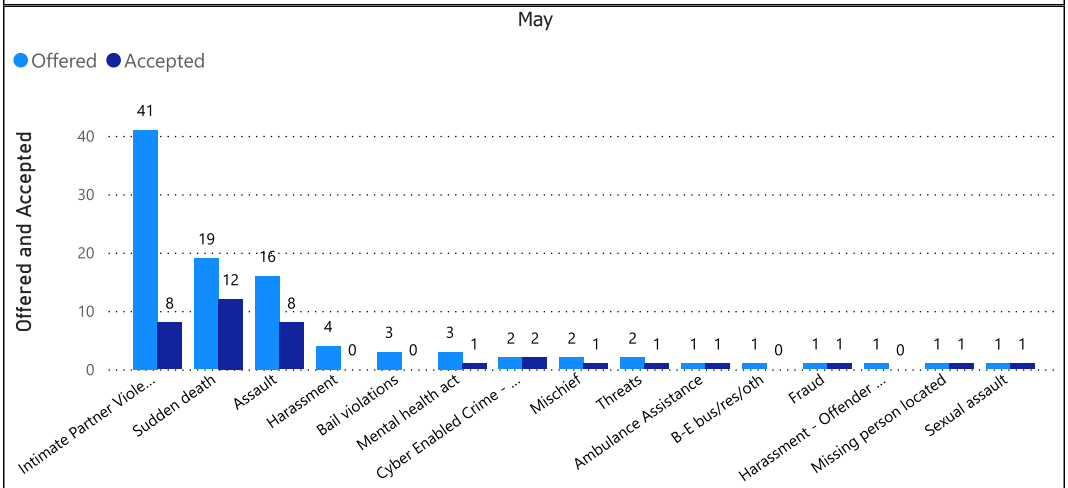
Year	Offered	Accepted	% Accepted
2023	90	25	26.6%
2024	145	47	31.8%
2025	98	37	37.8%

YTD

Year	Offered	Accepted	% Accepted
2023	486	130	25.7%
2024	607	193	31.0%
2025	720	243	33.4%



Referrals to Victim Service Agencies by Occurrence Type



Referrals Accepted (%) by Age Group

May

PersonAgeRange	2023	2024	2025
	8.1%		
11 - 16	50.0%	41.7%	50.0%
17 - 25	100.0%	38.9%	29.4%
26 - 45	100.0%	23.4%	33.3%
46 - 65	100.0%	41.0%	50.0%
6 - 10			0.0%
Over 65	100.0%	36.4%	50.0%
Under 6		0.0%	100.0%

YTD

PersonAgeRange	2023	2024	2025
	7.7%	7.8%	
11 - 16	84.6%	44.4%	44.1%
17 - 25	100.0%	59.0%	28.0%
26 - 45	96.9%	51.8%	32.2%
46 - 65	97.0%	59.8%	31.8%
6 - 10		0.0%	33.3%
Over 65	100.0%	47.6%	45.5%
Under 6	100.0%	20.0%	40.0%

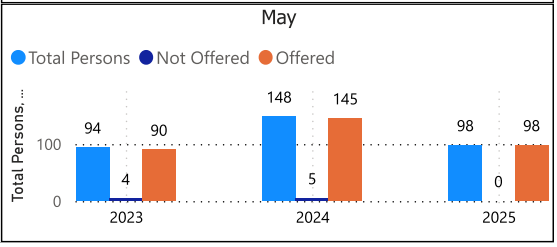
Referrals Not Offered

May

ServicesNotOfferedReason	2023	2024	2025
	0	0	0
	0	0	0
Victim deceased or unable to respond	4	5	0
Victim resides outside Ontario	0	0	0

YTD

ServicesNotOfferedReason	2023	2024	2025
	0	0	0
	0	0	1
Victim deceased or unable to respond	17	17	6
Victim resides outside Ontario	3	0	1



Detachment: 6T - WELLINGTON COUNTY (Centre Wellington)

Location code(s): 6T00 - WELLINGTON COUNTY (Centre Wellington), 6T10 - WELLINGTON COUNTY (South Wellington), 6T40 - WELLINGTON COUNTY (North Wellington)

Area(s): ALL

Data source date:
26-May-2025

Report Generated on:
03-Jun-2025 1:06:01 PM

Contacts

In an emergency DIAL 911

You can also call
1 888 310 1122
1 888 310 1133 (TTY)
Anywhere in Ontario, 24-hour toll free

Non-emergency calls

Please call
1 888 310 1122
1 888 310 1133 (TTY)
Anywhere in Ontario, 24-hour toll free

County of Wellington OPP Detachments

Centre Wellington Operations Centre
371 Charles Allan Way,
Fergus, ON N1M 2W3
Non-Emergency 519-846-5930
Fax 519-846-5460

South Wellington Operations Centre
5145 Wellington Road 27,
Rockwood, ON N0B 2K0
Non-Emergency 519-856-1506
Fax 519-846-2327

North Wellington Operations Centre
6725 Wellington Road 109,
Palmerston, ON N0G 2P0
Non-Emergency 519-343-5770
Fax 519-343-5780

OPP General Headquarters

Ontario Provincial Police
General Headquarters
Lincoln M. Alexander Building
777 Memorial Avenue
Orillia, ON
L3V 7V3

General inquiries: 705 329-6111
8:00 am to 4:00 pm, Monday to Friday

www.opp.ca

Report a Crime Online

News releases

Upcoming events

Social media

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Processing Activity Report

Data Type: **Parking** Creation Date/Time: **02/06/2025 03:55 PM**

Transaction dates of **01/05/2025** *through* **31/05/2025** ***The County of Wellington***

Agency: **All**

Ticket Activity	Number	Value
Tickets - Entered		
ALPHADIGITAL Ticket	0	$0.00
Manually Entered Ticket	14	$580.00
Skeletal Ticket	0	$0.00
Subtotal Tickets Entered	**14**	**$580.00**
Tickets - Reactivations		
Voids - Reinstated	0	$0.00
Dismissals - Reversed	0	$0.00
Waived - Reversed	0	$0.00
Subtotal Ticket Reactivated	**0**	**$0.00**
Tickets - Removed		
Voided	0	$0.00
Dismissed	0	$0.00
Waived	0	$0.00
Skeletal Ticket Matches	0	$0.00
Subtotal Ticket Removed	**0**	**$0.00**
Total Ticket Activity	**14**	**$580.00**
Fines and Fees Added		
Fines Added	0	$0.00
Late Fees Added	0	$0.00
NSF Fees Added	0	$0.00
Other Fees Added	0	$0.00
Total Fines and Fees Added	**0**	**$0.00**
Fines and Fees Removed		
Fines Removed	0	$0.00
Late Fees Removed	0	$0.00
NSF Fees Removed	0	$0.00
Other Fees Removed	0	$0.00
Total Fines and Fees Removed	**0**	**$0.00**
Total Change from Ticket Activity and Added Fees		**$580.00**

Payment Activity	Number	Fine	Late Fee	NSF Fee	Service Fee	Total $
Ticket - Payments						
Fully Paid	5	$175.00	$0.00	$0.00	$0.00	$175.00
Partially Paid	0	$0.00	$0.00	$0.00	$0.00	$0.00
Over Payments	0	$0.00	$0.00	$0.00	$0.00	$0.00
Subtotal Payments	**5**	**$175.00**	**$0.00**	**$0.00**	**$0.00**	**$175.00**
Outside Payments	5	$175.00	$0.00	$0.00	$0.00	$175.00
Ticket Payments Rescinded						
Payment Reversals	0	$0.00	$0.00	$0.00	$0.00	$0.00
NSF Reversals	0	$0.00	$0.00	$0.00	$0.00	$0.00
Subtotal Rescinded Payments	**0**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Refunded Overpayments	**0**	**$0.00**				**$0.00**
Payments	**5**	**$175.00**	**$0.00**	**$0.00**	**$0.00**	**$175.00**
Total Fees Paid				**$0**		**$0.00**
Gross Revenue(Total Payments - Total Fees Paid)						**$175.00**
Adjustments Uncollectable Fines and Fees				0		$0.00
Net Database Change(Total Change from Activity and Added Fees - Total Payments - Adjustments)						**$405.00**

Grand River Conservation Authority

Summary of the General Membership Meeting – June 27, 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-06-25-60 - CAO Performance Review Policy
- GM-06-25-65 - Financial Summary
- GM-06-25-62 - Amendments to the Grand River Conservation Authority, Conservation Authorities Act Hearing Guidelines and Procedures
- GM-06-25-61 - Delegation of Powers
- GM-06-25-59 - Natural Heritage Annual Report
- GM-06-25-58 - Giant Hogweed on GRCA Properties
- GM-06-25-54 - Pride Staple Structural Repairs

Information Items

The Board received the following reports as information:

- GM-06-25-67 - Chair's Report
- GM-06-25-63 - Strategic Plan Implementation
- GM-06-25-64 - Cash & Investment Status
- GM-06-25-57 - Scoped Agricultural Policy Review for the Administration of Ontario Regulation 41/24
- GM-06-25-56 - Dam Management Program - Funding of Small Dams
- GM-06-25-55 - Wellesley Dam and Baden Dam Repairs
- GM-06-25-66 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- David Hughes - Complaint to Minister regarding land-use activities
- City of Guelph - 2026 Budget Increase
- Township of Puslinch Council Resolution No. 2025-167 - Bill 5: Protecting Ontario by Unleashing Our Economy Act 2025
- Town of Parry Sound Council Resolution No. 2025-067 - Bill 5: Protecting Ontario by Unleashing Our Economy Act 2025
- Don McKay, Friends of Mill Creek - Mill Creek Stewardship Ranger Program

Source Protection Authority Correspondence & Action Items

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

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’.

County Of Wellington

NOTICE OF COMPLETE APPLICATION

FOR A PROPOSED OFFICIAL PLAN AMENDMENT
TOWNSHIP OF PUSLINCH
COUNTY OF WELLINGTON

TAKE NOTICE that the County of Wellington has received a complete application for a proposed Official plan Amendment pursuant to the Planning Act, R.S.O., as amended.

THE LAND SUBJECT to the proposed Official Plan Amendment File Number OP-2025-01 is located on 4631 Sideroad 30 North, Concession 4 Front Lot 21 to 22 Township of Puslinch (see key map below).

THE PURPOSE and effect of the proposed Official Plan Amendment is to redesignate the majority of the subject lands from Secondary Agricultural to Rural Employment Area.

OTHER RELATED APPLICATIONS

An application has been submitted to the Township of Puslinch for a Zoning By-law Amendment.

IF YOU WISH to be notified of the decision of the proposed County Official Plan amendment, or of the refusal of a request to amend the official plan, you must make a written request to Mr. Aldo Salis, Director of Planning and Development (address below).

IF A PERSON or public body would otherwise have an ability to appeal the decision of the Corporation of the County of Wellington to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the County of Wellington before the proposed official plan is adopted, the person or public body is not entitled to appeal the decision.

IF A PERSON or public body does not make oral submissions at the public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

WE REQUEST that any written submissions from members of the public be sent to the County of Wellington email landdivisioninfo@wellington.ca and copied to the Clerk, Township of Puslinch email jbrotherston@puslinch.ca

NOTE: Any verbal or written comment/objection submitted to the County of Wellington regarding this application which is being processed under the Planning Act, may be made public as part of the process.

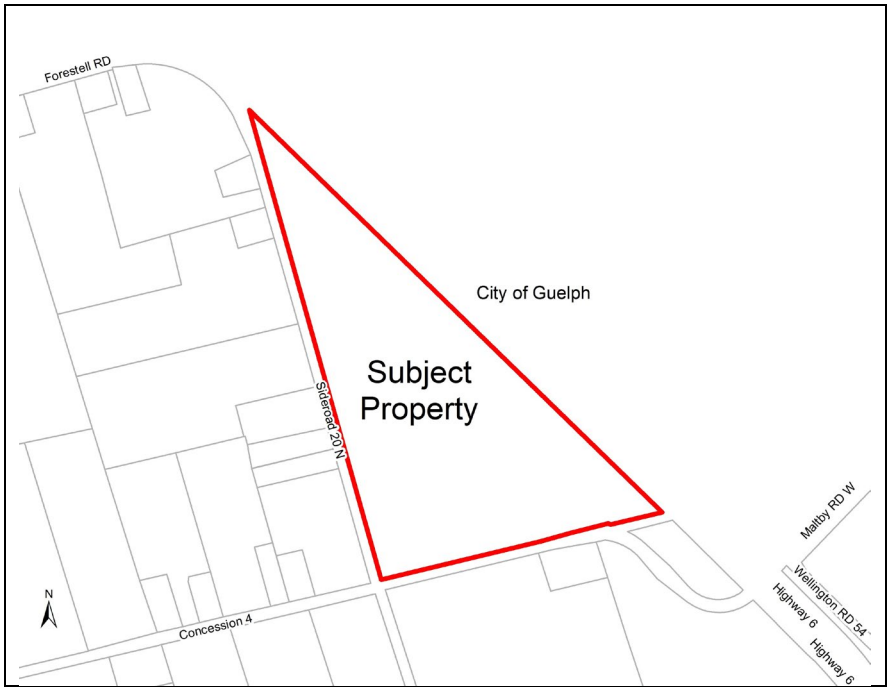
Please quote File No. OP-2025-01

ADDITIONAL INFORMATION regarding this application is available for review on the County of Wellington Website – www.wellington.ca/en/resident-services/pl-active-applications.aspx

County of Wellington
Planning and Development Department
Administration Centre
74 Woolwich Street
Guelph, Ontario
N1H 3T9

Dated at the City of Guelph
August 15, 2025

Sarah Wilhelm, BES, MCIP, RPP
Manager of Policy Planning



Delegate Request - Entry #14632

Type of Meeting

Council

Meeting Date

October 16, 2025

How many delegates are requesting to make this presentation?

One (1)

Type of Delegation

This is a request to delegate on a general topic

Type of Presentation

This request is to present a verbal delegation

Type of Attendance

In person

Name of Delegate

Christine Veit

Mailing Address of Delegate

[redacted]

Phone Number of Delegate

[redacted]

Email Address of Delegate

[redacted]

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

For information Purposes, presenting the new Community Safety and Well-Being Plan for Wellington County and a brief update on Safe Communities Wellington County

A formal presentation is being submitted to accompany the delegation

Yes

File Upload

2025_SC_InsidePages_rev2AODA-1.pdf

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

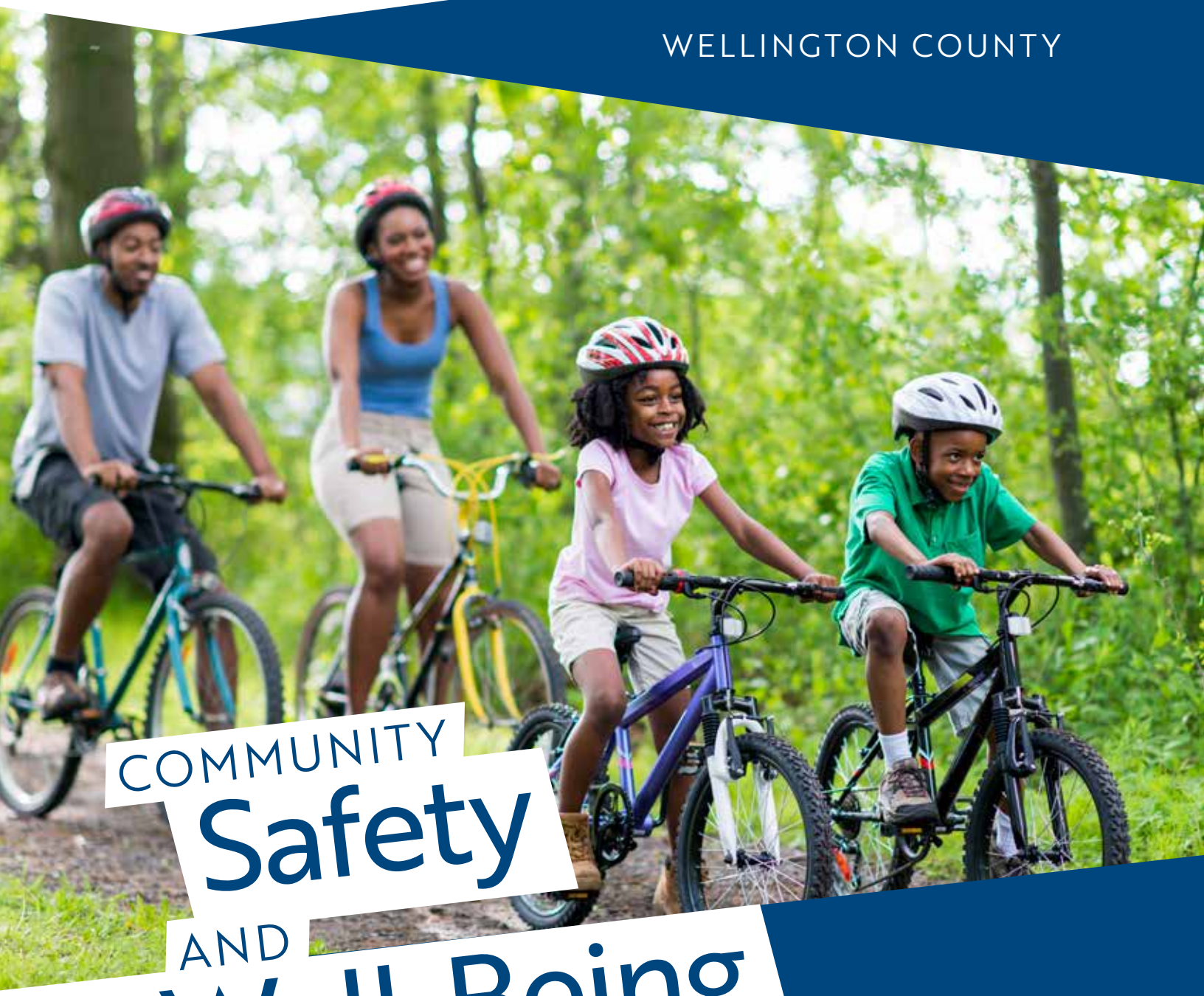
Yes

Acknowledgement

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

Township of Puslinch

WELLINGTON COUNTY



COMMUNITY Safety AND Well-Being PLAN

The Corporation of the County of Wellington

safecommunities wellington county

Messages



Chris White | Wellington County Warden

The County's Community Safety and Well-Being Plan (CSWP) prioritizes proactive measures. We aim to prevent injuries and reduce the reliance on emergency responses. This approach not only promotes individual well-being but also fosters a safer and more resilient community.

A cornerstone of the CSWP is the emphasis on collaboration. By bringing together various sectors—including municipalities, police, paramedics, education, public health, healthcare, social services, and community-based human services agencies—we move beyond working in isolation. This unified effort allows us to effectively address the unique needs of Wellington County and implement strategies that benefit all residents.

Through collaboration, we have identified and focused on priority risks within our communities. This joint effort has led to the development of targeted initiatives aimed at mitigating these risks and enhancing the overall safety and well-being of our County.



Andy Lennox | Wellington County Ontario Provincial Police Detachment Board Chair

The Wellington County Ontario Provincial Police Detachment Board (WCOPPDB) is a five-member civilian body that oversees the County of Wellington OPP. The WCOPPDB annually reviews and approves the operating budget for policing in the County for a population base of over 107,000 residents.

The CSWP is a collaborative effort that addresses local risks to the safety and well-being of our residents. This plan outlines our priorities and action items to mitigate these risks.

As WCOPPDB Chair, I would like to thank Safe Communities Wellington County, Wellington County OPP, and all our local partners for their work on the CSWP.

Leadership Table (Advisory Committee Members)

Gianni Accettola	Wellington Healthcare Alliance Manager, Quality and Patient Safety
Luisa Artuso	Wellington County Social Services Administrator
Sara Bailey	Township of Puslinch Councillor
Wendy Bieman	Guelph Wellington Paramedic Service Commander
Brittany Boomer	Wellington County Infrastructure Technical Analyst
Sarah Bowers-Peter	Crime Stoppers Guelph-Wellington Programme Coordinator
Stephanie Chidlow	Wellington North, Mapleton and Minto Fire Services Administrative Coordinator
Pasquale Costanzo	Wellington County Technical Services Supervisor
Michael Dehn	Town of Erin Mayor
Helen Edwards	Township of Mapleton Programme Coordinator
Mary Lloyd	Wellington County Councillor
Barbara Lustgarten Evoy	Fergus Educational Services Owner
Angelle Eybel	Safe Communities Wellington County Co-Chair
Alexandra Fournier	Wellington Dufferin Guelph Public Health Health Promotion Specialist
Tasha Grafos	Township of Wellington North Executive Assistant to the CAO
Darren Hale	Upper Grand District School Board Principal
Jean Hopkins	Guelph Wellington Drug Strategy Manager
Sooriya Jayandan	Guelph Eramosa Township Deputy Clerk
Kimber Jolley	Wellington County Caseworker
Allysandra Kent	Community Resource Centre of North and Centre Wellington Executive Director
Callise Loos	Wellington North, Mapleton and Minto Fire Services Deputy Fire Chief
Lisa MacDonald	Township of Centre Wellington Councillor
Kayla Martin	Wellington County Engineering Technologist
Ariel Oleynikov	Guelph Wellington Women in Crisis Public Educator
Marlene Ottens	Township of Mapleton Councillor
Christopher Paluch	Centre Wellington Fire Services Fire Prevention Officer
Stephen Thomas	Former Wellington County OPP Detachment Commander
Dave Turton	Town of Minto Mayor
Amber Van De Peer	Wellington County Emergency Management Assistant
Will Wycherley	Compass Community Services Director Support Services

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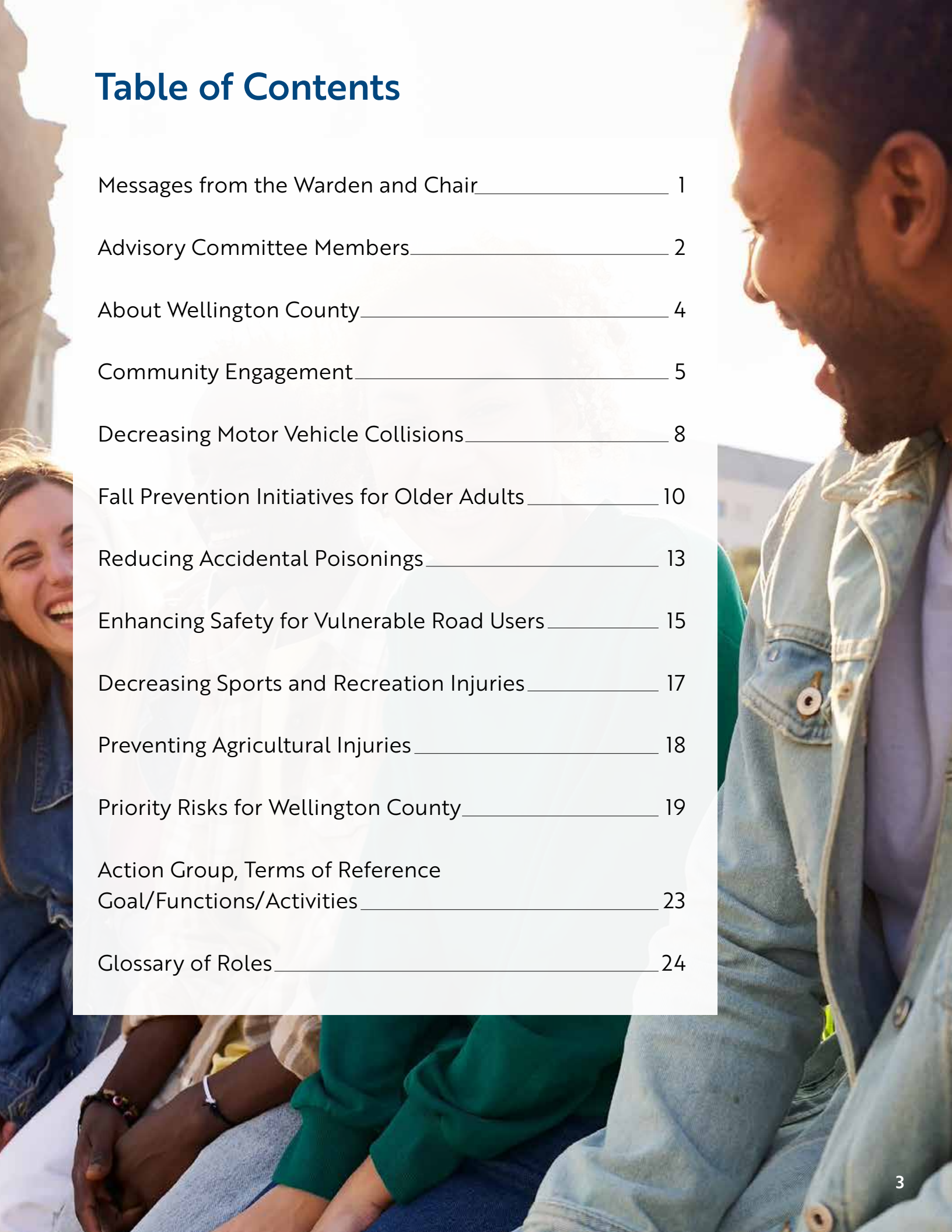
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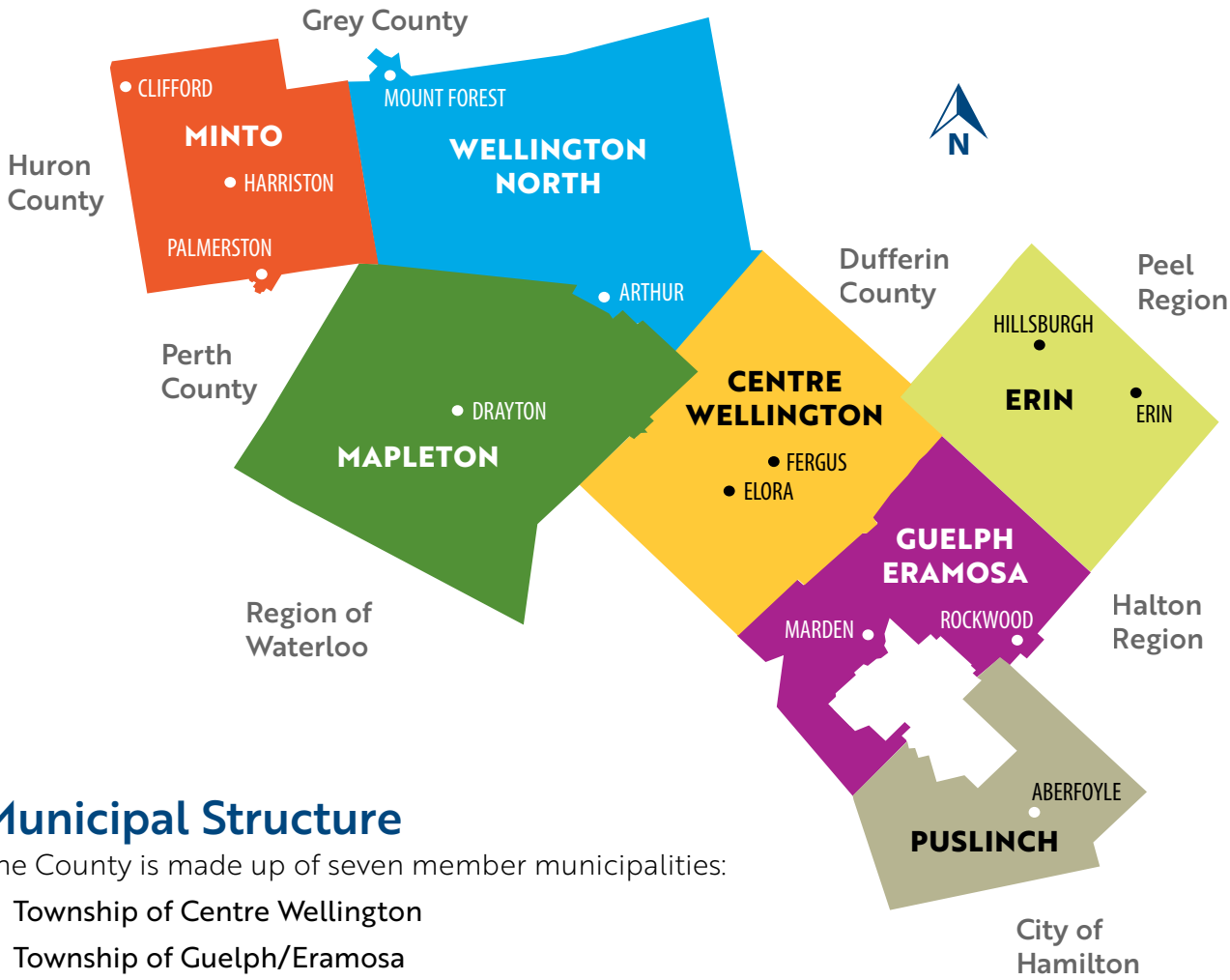
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Wellington County, located in southwestern Ontario approximately 100 kilometers west of Toronto, is a region characterized by its blend of urban and rural landscapes, including rolling farmlands, small towns, and natural reserves. Bordered by Waterloo Region, Halton Region, Perth County, and Grey Bruce, the County is traversed by the Grand River, enhancing its agricultural and natural appeal.



Municipal Structure

The County is made up of seven member municipalities:

- Township of Centre Wellington
- Township of Guelph/Eramosa
- Town of Minto
- Township of Mapleton
- Township of Puslinch
- Township of Wellington North
- Town of Erin

Population and Growth

Currently, Wellington County has a population of 107, 610. Projections indicate that by 2051, the population is expected to reach 160,000, reflecting significant growth and development in the region.

Wellington County's location, diverse communities, and commitment to sustainable development make it a vibrant and evolving region within Ontario.

Community Engagement



Safe Communities Wellington County (SCWC) conducted a Priority Setting Exercise at the Wellington County Museum and Archives, inviting over 150 interest groups from across Wellington County on June 21, 2023. The event featured statistical presentations by Wellington-Dufferin-Guelph Public Health (WDGPH), Wellington County Ontario Provincial Police (OPP), Guelph Wellington Paramedic Service, and local municipal fire services. Attendees reviewed data on emergency department visits, hospitalizations, and deaths to identify key injury categories.

Following the exercise, SCWC engaged in community consultations with each member municipality and action groups to develop a five-year action plan addressing the identified priorities. Additional stakeholders, including WDGPH, Upper Grand District School Board (UGDSB), Wellington Catholic District School Board (WCDSB), and the County of Wellington Roads Department, conducted community engagement activities to further develop the plan.

The collaborative efforts of SCWC and its partners aim to enhance community safety and well-being throughout Wellington County.

Priority Risks and Wellington County's Accomplishments

Enhancing Mental Health Supports

Intentional self-harm has remained a significant public health concern in Wellington County. The Canadian Mental Health Association Waterloo Wellington (CMHA WW), Compass Community Services, Wellington County OPP and the Suicide Awareness Council of Wellington Dufferin (SACWD) (until 2022) have collaborated to improve access to mental health supports throughout Wellington County.

Coordinated strategies include:

- Innovative outreach.
- Enhanced crisis intervention.
- Public education.
- Community-based programming.

These strategies have contributed to more accessible care and a reduction in self-harm behaviours.

Intentional self-harm and suicidal behaviours pose serious health risks. By recognizing these challenges, local stakeholders have implemented a range of programmes and services aimed at:

- Increasing public awareness about mental health.
- Providing easier and more equitable access to support services.
- Reducing the occurrence of intentional self-harm through proactive, community-based interventions.

Canadian Mental Health Association Waterloo Wellington | Association Canadienne pour la sante-mentale Waterloo Wellington

Strategies

Improving Access to Mental Health Supports

Integrated Crisis Response – CMHA WW supports accessible crisis intervention through 24/7 helplines (e.g., Here 24/7 and the national 9-8-8 Suicide Crisis Helpline). These services provide immediate support to individuals in crisis, ensuring that help is always available.

Impact – The CMHA WW and the Wellington County OPP teamed up in 2015 to provide mental health crisis care. They created the Integrated Mobile Police and Crisis Team (IMPACT) to respond to mental health and substance-use related calls. The team consists of specially trained CMHA WW staff and police officers who work together to provide immediate and comprehensive care. The goal of IMPACT is to provide a community-based crisis response that results in better health outcomes for individuals in need. This has reduced the need for emergency room visits and hospital stays.

Here4Hope – Wellington County's community-based life promotion, suicide prevention project. The project focuses on:

- Raising awareness about suicide and its impacts
- Encouraging community members to attend SafeTALK and ASIST to develop confidence in talking about suicide with those at risk
- Support those impacted in the aftermath of a death by suicide.

Everyone has a role to play in preventing suicide and the goal of Here4Hope is to engage as many individuals and organizations as possible in this important work.

Wellington County OPP Youth Advisory Committee – Informing youth in Wellington County about accessible mental health services available to them through a poster campaign.

Community-Based Services and Drop-In Centres – Compass Community Services has expanded its network of drop-in centres and case management services, ensuring that individuals can access mental health support without long waiting periods or barriers related to transportation.

Expanded Telehealth and Virtual Supports – Compass, Suicide Awareness Council and CMHAWW have increased their use of telehealth platforms, allowing residents to connect with mental health professionals remotely, an especially crucial service during public health emergencies or for those in remote areas.

Enhancing Public Education and Awareness

Public Education Campaigns – Here4Hope hosts an annual community event designed to engage the community in promoting life, decreasing stigma, and encouraging help seeking. In 2024, A Practical Path to Mindfulness with Mindful Mike (Mike Masse), encouraged the community to explore how simple breath work is an important tool in your mental health toolbox. In 2023, Tyler Smith one of 13 survivors of the 2018 Humboldt Broncos bus crash, shared an impact message that challenged common misconceptions about mental health. In 2022, the event focused on workplace mental health and featured Mary Ann Banyton, a workplace relations specialist, and one of the founders of the National Standard for Psychological Safety in the Workplace.

Training Programmes and Workshops – CMHA WW offers training sessions (e.g., safeTALK and ASIST) that provide community members, educators, and first responders with skills to identify and support individuals at risk of self-harm. These programmes empower communities to recognize early signs of distress and intervene before a crisis escalates.

Coordination and Collaborative Efforts

Inter-Agency Collaboration.

Here4Hope is a partnership between the CMHA WW and the County of Wellington. This partnership demonstrates the scope of community commitment to raising awareness about mental health and suicide.

Here4Hope in partnership with the Waterloo Region Suicide Prevention Council participated in Roots of Hope a four-year National Suicide Prevention Research Demonstration Project being led by the Mental Health Commission of Canada. Since the project's completion in 2022, Here4Hope has continued to participate in the Roots of Hope National Community of Practice. Where communities across the country working on community-based suicide prevention gather to learn and share knowledge.

Data-Driven Interventions – Our local healthcare providers and public health agencies continuously analyze incident data (e.g., emergency department visits related to self-harm) to identify trends and high-risk populations. This information informs targeted outreach and the allocation of resources to areas with the greatest need.

Impact and Outcomes

Increased Service Utilization – Access to crisis helplines and drop-in services has led to a measurable increase in the number of residents who are content with their mental health support.

Reduction in Self-Harm Incidents – Early evaluations suggest that coordinated education campaigns and training programmes are contributing to a decline in the number of intentional self-harm incidents in Wellington County.

Enhanced Community Engagement – The collaborative efforts have raised public awareness, reduced stigma, and empowered communities to take an active role in suicide prevention and mental health promotion.

Conclusion

The combined efforts of the CMHA WW, Compass Community Services, Wellington County OPP and the SACWD have significantly improved access to mental health supports and contributed to a reduction in intentional self-harm incidents in the region. By offering comprehensive crisis services, public education, training programmes, and a coordinated approach to suicide prevention, these organizations have built stronger, more resilient communities. Continued collaboration and innovation will be essential to sustaining these improvements and addressing emerging challenges in the mental health landscape.





Decreasing Motor Vehicle Collisions in Wellington County

Between 2010 and 2015, Wellington County experienced over 1,600 hospitalizations due to motor vehicle collisions, leading to a potential loss of 437 years.[1]

Notably, young Canadians, who represent 13% of licensed drivers, accounted for over 20% of motor vehicle-related fatalities and injuries during this period.[2] In response, Wellington County has implemented a comprehensive Road Safety Strategy in collaboration with the Wellington County Roads Department, Wellington County OPP, SCWC and all seven member municipalities.

Motor vehicle collisions pose a significant public health risk in Wellington County, impacting individuals, families, and the broader community. To address this issue, a multifaceted approach has been adopted, focusing on data-driven interventions, public education, enforcement, infrastructure enhancements, and community engagement.

Identifying High-Risk Areas

Data Collection and Analysis: The County collaborates with Wellington County OPP and WDGPH to gather and analyze collision data, identifying high-risk areas and informing targeted interventions.

Black Cat Radar Units: These devices collect traffic data, including vehicle speed, volume, and classification, aiding in traffic engineering, community safety, and enforcement efforts.

Awareness and Education Campaigns: Public education initiatives highlight the dangers of aggressive, distracted, and impaired driving through a variety of media channels and educational programmes in elementary and high schools across Wellington County.

Enhanced Police Enforcement: The Wellington County OPP has increased its presence in high-risk areas, implementing targeted enforcement initiatives such as the R.I.D.E. (Reduce Impaired Driving Everywhere) programme.

Automated Speed Enforcement (ASE) cameras: The County has implemented a one-year pilot programme. ASE cameras have been deployed in Community Safety Zones to deter speeding and enhance road safety.



[1] Ontario Mortality Data [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023
[2] National Ambulatory Care Reporting System (NACRS) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023

Infrastructure Improvements



Traffic Calming Measures: Implementations such as roundabouts, speed humps, and road narrowing have been introduced to reduce speeding and enhance safety.



Improved Signage and Road Markings: Enhancements include reflective road markers, LED speed signs, and clearer pedestrian crossings to improve visibility and safety.

Intersection Safety Enhancements: Adjustments to traffic signal timing and the addition of dedicated turn lanes have been made to improve traffic flow and reduce collision risks.

School-Based Programmes: Collaboration with local schools to educate young drivers on safe driving habits - fostering a culture of safety from an early age.

Community Workshops and Outreach: Public forums and safety demonstrations are hosted to engage the community and promote safe driving.

Partnerships with Local Businesses: Businesses are encouraged to promote safe driving habits with employees, extending the reach of safety initiatives into the workplace.

Through these concerted efforts, Wellington County strives to enhance road safety, reduce motor vehicle collisions, and protect the well-being of its residents.



Conclusion

Wellington County has taken a multifaceted approach to reducing motor vehicle collisions, leveraging data analysis, law enforcement collaboration, infrastructure enhancements, and community engagement. The combined efforts of the Wellington County Roads Department, Wellington County OPP, and WDGPH aim to create safer roads and reduce the number of injuries and fatalities associated with motor vehicle collisions. Continued monitoring and adaptation of these initiatives will be crucial to further improving road safety in the region.



Fall Prevention Initiatives for Older Adults in Wellington County

Falls are a leading cause of injury and reduced quality of life among aging adults in Wellington County.[3] Recognizing this critical issue, a network of local organizations — including Family Health Teams, the Victoria Order of Nurses (VON), Community Paramedicine Guelph Wellington, the Seniors Centre for Excellence, and SCWC — have implemented a comprehensive, multi-pronged approach to fall prevention.

Our initiatives range from proactive screening and home safety assessments to exercise programmes, educational workshops, and enhanced care coordination. This collaborative effort is designed to reduce fall-related injuries, promote independence, and improve overall well-being in the aging population.

Falls among seniors can lead to significant physical, emotional, and financial consequences. In response, Wellington County's healthcare and community service providers have adopted a holistic strategy that addresses both individual risk factors and environmental hazards. By leveraging expertise across primary care, home care, community paramedicine, and senior support services, these organizations are working together to create safer living conditions and empower seniors with the tools and knowledge to prevent falls.

Fall Prevention Initiatives

Family Health Teams

Proactive Screening and Risk Assessments – Family Health Teams conduct routine fall risk screenings as part of regular primary care visits. They assess factors such as balance, mobility, vision, and medication side effects that could contribute to falls.

Integrated Care and Referrals – When a senior is identified as at-risk, primary care providers refer them to allied health professionals — such as physiotherapists, occupational therapists, and pharmacists — for further evaluation and intervention.

Medication Reviews – Regular reviews of medication regimens are performed to identify drugs that may increase the risk of falls, with adjustments made as needed.

Home Safety Recommendations – Families receive guidance on modifying home environment — such as installing grab bars, improving lighting, and removing tripping hazards—to reduce fall risk.

VON

Home Visits and Safety Assessments – VON nurses provide home visit services that include comprehensive fall risk assessments. During these visits, they evaluate the home for potential hazards and advise on modifications.

[3] National Ambulatory Care Reporting System (NACRS) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023

Education and Training – The VON conducts educational sessions for seniors and their caregivers on fall prevention strategies, safe mobility techniques, and emergency preparedness.

Follow-Up and Monitoring – Regular follow-up visits ensure that recommended modifications are implemented and that seniors continue to receive support in managing their fall risk.

Community Paramedicine Guelph Wellington

Rapid Response and Preventive Home Assessments – Paramedics visit aging adults in their homes to assess immediate fall risks and provide on-site education regarding safe mobility and emergency response planning.

Integration with Primary Care – Paramedics work in close coordination with Family Health Teams and the VON to ensure that fall risk assessments and recommendations are incorporated into care plans for seniors.

Telehealth and Remote Monitoring – Community Paramedicine programmes are expanding their use of telehealth technologies to conduct remote assessments and follow-ups, especially in rural or hard-to-reach areas.

Seniors Centre for Excellence and Local Seniors Centres

Exercise and Balance Programmes – Seniors Centres offer group exercise classes, such as: Tai Chi, yoga, and strength training, designed to improve balance, flexibility, and overall physical strength—key factors in fall prevention.

Educational Workshops and Seminars – Regular workshops educate seniors on nutrition, safe movement, and strategies for maintaining independence. Topics include proper use of mobility aids and techniques to avoid falls.

Social Engagement and Peer Support – By fostering social connections through clubs and community events, these centres help reduce isolation—a factor that can indirectly increase fall risk by limiting seniors' access to support.



Fall Prevention Initiatives continued...

Resource Distribution – Seniors Centres provide brochures, safety checklists, and one-on-one consultations to guide older adults and their caregivers on practical fall prevention measures.

Collaborative Partnerships and Data Monitoring

Integrated Approach – The collaboration between Family Health Teams, VON, Community Paramedicine, and Seniors Centres creates a seamless continuum of care. Information sharing and joint case management ensure that high-risk seniors receive comprehensive support.



Continued collaboration, data-driven strategies, and innovation in service delivery are key to sustaining and further improving these outcomes.

Data-Driven Interventions – Regular collection and analysis of fall-related data enable stakeholders to identify trends and measure the impact of interventions. This data informs continuous improvement in fall prevention strategies.

Strategies implemented at the SCWC Leadership Table – Exercise booklets to increase exercising at home, a fall prevention checklist, and mobility aid purchases.

Community Engagement – Joint public awareness campaigns and community events, supported by all partners, ensure that the broader population is informed about fall prevention, further reducing stigma around seeking help.

Conclusion

Through coordinated, multi-sector efforts, Wellington County's Family Health Teams, the VON, Community Paramedicine Guelph Wellington, and Seniors Centres have made significant strides in preventing falls among older adults. Their comprehensive approach — ranging from clinical risk assessments and home safety interventions to community-based exercise programmes and educational workshops — has not only reduced fall-related injuries but also enhanced the overall quality of life for seniors in the region. Continued collaboration, data-driven strategies, and innovation in service delivery are key to sustaining and further improving these outcomes.

Reducing Accidental Poisonings in Wellington County



Between 2010 and 2015, nearly 1,000 emergency department visits in Wellington County were attributed to accidental poisonings.[4] In response, Wellington County – together with the Wellington Guelph Drug Strategy (WGDS) and WDGPH – has implemented a range of initiatives aimed at preventing both pediatric poisonings (stemming from hazardous items within a child's reach) and drug poisoning related incidents in teens and adults.

Accidental poisonings remain a significant public health issue in Wellington County. Young children are at risk due to curious behaviour and inadequate storage of toxic substances, while accidental drug poisonings (also known as overdose) among youth and adults often result from the unpredictability and toxicity of the unregulated drug market. Recognizing these challenges, Wellington County has coordinated with the Wellington Guelph Drug Strategy and WDGPH to develop and implement targeted interventions. These strategies include public education, safe storage initiatives, enhanced data monitoring, and cross-sector collaboration with partners such as the Ontario Poison Centre.

Accidental Poisonings Initiatives

Public Education and Awareness Campaigns

Targeted Outreach for Families – WDGPH, SCWC and the GWDS have launched educational programmes and events directed at at community members, parents and caregivers:

- Emphasizing the importance of storing medications, household chemicals, and other hazardous substances securely.
- Substance use Prevention and Awareness Workshops.
- Distributing information about naloxone.
- Community seminars.
- School-based programmes.

This important work continues to provide awareness of poisoning risks among all residents.

Coordinating with partners to plan and implement awareness events, including:

- The Community Harm Reduction Forum held in May 2024, engaged over 150 people across multiple sectors in Wellington County and shared information about harmreduction approaches and substance use services.
- Annual Drug Poisoning Awareness Day Events held in Mount Forest, which brings together health and social services, community members, and those most impacted by the drug toxicity crisis.
- Safer Substance Use Education: The WGDS has incorporated drug poisoning prevention into its broader campaigns within the County. These efforts educate residents about the risks of drug toxicity. Whether from prescription medications, over-the-counter drugs, or unregulated substances, and promote safer substance use practices.

[4] National Ambulatory Care Reporting System (NACRS) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023

Multi-Platform Communication – Through the use of local media, social media platforms, informational videos, and community newsletters, evidence-based information is distributed in the community to provide clear and consistent messaging on accidental poisoning prevention. This collaborative messaging has helped ensure that residents receive consistent advice from multiple trusted resources and information about supports and resources within the County.

Policy and Regulatory Support – Efforts are underway to work with local policymakers to encourage standards and, where possible, regulatory measures that support safe storage practices. These policies aim to reduce the accessibility of hazardous substances to children and minimize risks associated with accidental poisonings.

Enhanced Data Collection and Monitoring

Collaboration with the Ontario Poison Centre – Regular data sharing and consultation with the Ontario Poison Centre has allowed SCWC, Parachute Canada, and WDGPH to track poisoning incidents in real time. Additionally, data related to opioid harms within the County is tracked and monitored through WDGPH. Alerts are circulated through WGDS and WDGPH within the County if there is an increased risk of drug poisoning in the unregulated drug supply. These collaborations support timely responses and help fine-tune prevention strategies based on current trends. Cross-Sector Collaboration and Community Partnerships.

Inter-Agency Task Force

Wellington County has established a multi-stakeholder leadership table that includes representatives from all partner agencies. This task force meets every six weeks to review data, share best practices, and coordinate efforts to prevent accidental poisonings.

Partnerships with Community Organizations – Local community groups and healthcare providers have joined forces with the WGDS and WDGPH to host events, distribute educational resources, and provide technical assistance to families and at-risk populations.



Safe Storage and Environmental Interventions

Promotion of Safe Storage Practices – Wellington County, in partnership with public health agencies, has promoted the use of child-proof storage devices and secure cabinets in homes and community settings. Educational materials and local initiatives have provided practical guidance on how to safely store medications and toxic substances.

Conclusion

Through a coordinated approach, Wellington County — along with the WGDS, SCWC and WDGPH — has made significant strides in reducing accidental poisonings. By combining robust public education, environmental safety initiatives, enhanced data monitoring, promotion of harm reduction approaches and strong cross-sector collaboration, the County is better equipped to protect its residents from accidental poisoning. Continued investment in these strategies will be essential as Wellington County grows and faces evolving public health challenges.

Enhancing Safety for Vulnerable Road Users in Wellington County



Between 2010 and 2015, over 1,200 emergency department visits in Wellington County were attributed to accidents involving pedestrians and cyclists.[5] With population projections rising to 122,000 by 2031, increased vehicular traffic is expected, which could further endanger vulnerable road users (VRUs). In response, the County of Wellington, in partnership with its seven member municipalities, aims to strengthen existing safety programmes, educate road users, and explore innovative traffic-calming strategies to safeguard cyclists and pedestrians.

VRUs — including pedestrians, cyclists, and scooter riders — face heightened risks on roadways where vehicular traffic is increasing. In Wellington County, data from 2010 to 2015 shows that accidents involving these groups result in significant numbers of emergency department visits.[6]

In response, the County, in collaboration with its seven municipalities and key partners focused on:

- → Strengthening existing safety programmes
- → Educating road users
- → Identifying new avenues for traffic calming and infrastructure improvements

Vulnerable Road User Initiatives

Traffic Calming and Road Design

- Municipalities have invested in designing and implementing bike lanes, clearly marked crosswalks, and pedestrian islands at high-risk intersections.
- Intersection Redesign: Improvements have been made to signal timing, signage, and intersection geometry to increase visibility and reduce speed in areas with heavy pedestrian and cyclist traffic.
- Speed Management: Initiatives such as speed humps, narrowed roadways, and raised medians have been introduced in residential areas and near schools to lower vehicular speeds.

Active Transportation Initiatives

- Safe Routes Programmes: Collaborative efforts have been made to identify and improve routes that are frequently used by pedestrians and cyclists, including better lighting, signage, and maintenance of sidewalks and trails.
- Pilot Projects: Several pilot projects have been launched in key corridors to test innovative traffic-calming measures and to gather data for future County-wide implementation.
- Creation of both an Active Transportation Plan and Wellington County's Roads Master Action (RMAP).

[5 and 6] National Ambulatory Care Reporting System (NACRS) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023



Public Education and Awareness

Targeted Campaigns

- Driver and VRU Awareness Campaigns: Wellington County has rolled out multi-media public education campaigns focused on encouraging safe driving practices and educating vulnerable road users on how to navigate busy roadways safely.
- School and Community Programmes: Workshops and safety training sessions — such as Safe Walking, Bike Safety, and Winter Walk Month—are provided in schools and community centres. These programmes educate children, teenagers, and their caregivers on the importance of safe road use and the benefits of using protective equipment (helmets, reflective clothing).
- Canada Youth Road Safety Week, Students Against Impaired Driving Day, Safe Kids Week are campaigns run by SCWC.

Collaborative Outreach

- Engaging Local Stakeholders: The County's leadership table, which includes representatives from all seven member municipalities, works closely with community organizations, schools, and law enforcement to ensure consistent messaging across the County.
- Data-Driven Messaging: Educational materials and public service announcements are informed by local crash and injury data, ensuring that the messages address the highest-risk areas and behaviours.

Conclusion

Wellington County has taken a proactive and coordinated approach to improve the safety of its vulnerable road users. Through comprehensive infrastructure improvements, targeted education campaigns, and collaborative inter-municipal efforts, the County is working to reduce the incidence of pedestrian and cyclist injuries. As the County continues to grow, these initiatives — backed by data-driven policies and community engagement—will be critical in ensuring that all residents, regardless of how they travel, can enjoy safer roads and a healthier community.





Decreasing Sports and Recreation Injuries in Wellington County

Between 2010 and 2015, sports and recreation related injuries in Wellington County resulted in over 4,000 emergency department visits.[7] This figure, recorded prior to the implementation of Rowan's Law in 2018, underscores the high prevalence of injuries — particularly concussions — among young athletes. There is a clear need to strengthen concussion and safety protocols. This environmental scan examines current practices among sports organizations and schools across Wellington County, identifies existing gaps, and outlines opportunities for collaboration with sports medicine.

Wellington County boasts a vibrant sports and recreation culture, with numerous schools, community leagues, and sports clubs engaging youth and adults in physical activities. However, the high volume of sports and recreation related injuries between 2010 and 2015 reveals a critical public health concern. The introduction of Rowan's Law in 2018, which focuses on concussion awareness and management, has marked an important regulatory advancement. Yet, there remains substantial opportunity to build on these measures by integrating comprehensive injury prevention strategies across the County's sports and school communities.

Sports and Recreation Initiatives

Injury Incidence
Over 4,000 ED visits attributed to sports and recreation injuries have been reported, highlighting a notable risk in competitive and recreational sports.[8]

Concussion Protocols
Prior to Rowan's Law, concussion protocols varied widely among local sports organizations. Many clubs have since started to standardize these protocols.

Education and Awareness
Schools have primarily focused on general safety and injury prevention. Enhanced education on concussion risks and injury management protocols is needed to ensure the well-being of student athletes.

Collaboration
Some local schools and teams have partnered with local sports medicine experts. There is a significant opportunity to strengthen these partnerships for ongoing training and rapid response.

Conclusion

Wellington County has made significant strides in addressing sports and recreation injuries, yet the high number of Emergency Department visits prior to the implementation of Rowan's Law signals that further improvements are essential. By standardizing concussion protocols, fostering robust collaborations among sports organizations, schools, medical experts, and enhancing educational outreach, Wellington County can build a safer environment for athletes of all ages. These efforts will not only reduce the incidence of sports-related injuries but also contribute to the long-term health and well-being of the community.

[7 and 8] National Ambulatory Care Reporting System (NACRS) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023



Preventing Agricultural Injuries in Wellington County

Agriculture remains a cornerstone of Wellington County's economy, yet farming activities carry inherent risks. In response, the Wellington County Federation of Agriculture (WCFA), in partnership with Workplace Safety and Prevention Services, has launched a series of initiatives aimed at reducing farm injuries. These efforts focus on education, training, improved equipment standards, on-farm safety assessments, and collaborative data-driven strategies. Together, these measures are designed to minimize the risk of incidents such as: tractor rollovers, grain bin mishaps, and other workplace injuries, thereby safeguarding the well-being of the County's agricultural community.

Farming in Wellington County involves the use of heavy machinery and hazardous equipment, which can lead to serious injuries if proper safety protocols are not followed. Recognizing the need to protect farm workers and owners, the WCFA and Prevention Services have collaborated on comprehensive prevention programmes. Their work includes delivering targeted education, enforcing safety standards, and engaging directly with the agricultural community to promote best practices.

Agricultural Injury Initiatives

Safety Workshops and Seminars
The WCFA regularly hosts training sessions focused on preventing common agricultural injuries. Workshops cover:

- Safe operation of tractors and other farm machinery with an emphasis on the proper use of rollover protective structures (ROPS).
- Grain bin safety protocols, including proper access techniques, lockout/tagout procedures, and emergency rescue methods.
- General farm safety, including the safe handling of chemicals, equipment maintenance, and hazard recognition.

On-Farm Safety Demonstrations
Field-based training sessions allow farmers to see best practices in action. These sessions include demonstrations of equipment checks, hazard assessments, and safe work practices in real farm settings.

Risk Assessments and Audits
Workplace Safety teams, in conjunction with the WCFA, conduct on-site safety assessments. These audits help identify potential hazards on farms—from machinery maintenance issues to environmental risks — and provide recommendations for corrective actions.

Community Engagement

Participation in agricultural fairs and local events provides opportunities for direct engagement with the farming community. These interactions help to raise awareness of farm safety issues and encourage a culture of continuous improvement.

Conclusion

Through robust educational initiatives, rigorous on-farm safety assessments, and strong inter-agency collaboration, the WCFA, Workplace Safety and Prevention Services and The Wellington County Farm and Home Safety Association are making significant strides in preventing farm injuries. These efforts help protect farmers and farm workers from the hazards associated with agricultural operations — such as tractor rollovers and grain bin mishaps — while fostering a culture of safety that is essential for the long-term success of the County's agricultural community.

Priority Risks for Wellington County

Priority Risk # 1 – Mental Health Priority Risks in Wellington County

Wellington County faces significant mental health challenges, particularly amongst youth in rural communities.

Youth Mental Health Concerns

Emergency Responses: In 2024, there were 971 Mental Health Act occurrences reported to the Wellington County Ontario Provincial Police (OPP), indicating a substantial demand for mental health crisis interventions.[9]

Intentional Self-Harm: Intentional self-harm is the leading cause of hospitalizations among youth aged 13-19 years from 2005 to 2021.[10]

Suicidal Thoughts: There was a 27% increase in students in grades 7-12 reporting thoughts of suicide between 2019 and 2022.[11]

Mental Health in the Agricultural Community

- Prevalence of Mental Health Issues: Canadian farmers face unique challenges in their work, such as market volatility and extreme weather events, which are compounded by difficult farm working conditions that involve long hours in often isolated conditions and a high risk of occupational injury. These stressors correlate with farmers experiencing mental health challenges, including anxiety and depression, at higher rates than the general population.

Future Directions

- Expansion of Virtual Services: Enhancing Telehealth capabilities to reach more remote or underserved populations.
- Strengthening Data Integration: Refining data collection and analysis to better target high-risk areas and measure intervention impacts.
- Ongoing Community Engagement: Sustaining public education efforts and expanding training programmes to reduce self-harm incidents.

Addressing these mental health challenges necessitates a collaborative approach, integrating community resources, healthcare providers, and support networks to foster a healthier environment for all residents of Wellington County.

[9] Wellington County OPP Detachment Board Report, 2024 Year End, page 32.
[10] Discharge Abstract Database (DAD) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023.
[11] Well-Being and Health Youth (WHY) Survey | WDG Public Health

Priority Risk # 2 – Motor Vehicle Collisions

Motor vehicle collisions (MVC) remain a significant public safety issue in Wellington County. In 2018, the mortality rate for MVC related injuries reached its highest level at 11 deaths per 100,000 residents. While there has been a notable decline, with the most recent data from 2021 reporting 6 deaths per 100,000 residents, collisions continue to pose a serious risk to residents.[12]

In 2024 alone, Wellington County responded to 2,072 MVC calls, highlighting the continued frequency of road incidents and the need for ongoing preventative measures.[13]

Future Directions

- Strengthening enforcement and traffic monitoring.
- Expanding the use of Black Cat Radar Units to gather traffic data and identify high-risk areas.
- Increasing police presence in collision-prone areas, with targeted enforcement of impaired, distracted, and aggressive driving.
- Investing in Infrastructure Improvements that are identified in Wellington County's RMAP.
- Expanding Public Education and Awareness
- Collaborating with WDGPH, UGDSB, WCDSB, and the Grove Youth Hubs to run educational campaigns on road safety.
- Engaging the community through workshops, public forums, and partnerships with local businesses to promote responsible driving behaviors.



Priority Risk # 3 – Falls in the Older Population

Current Concerns

Falls account for 64% of injury-related Emergency Department visits and 74% of injury related hospitalizations (2005 – 2021). Among those aged 75 plus years, falls make up 91% of injury-related Emergency Department visits for that age group (2005-2021).[14]

Future Directions

Improved Identification and Intervention: Increased screening and proactive risk assessments have led to earlier interventions, reducing the incidence of falls and related injuries.

Enhanced Home Safety: Home modifications and safety recommendations have decreased environmental hazards, contributing to safer living conditions for seniors.

Increased Participation in Exercise Programmes: Higher enrollment in balance and strength classes has demonstrated positive outcomes in improving physical stability and reducing fall risk.

Continuous Education: Ongoing training for healthcare providers and community workers, along with periodic refresher courses for seniors, will maintain momentum and ensure long-term success in fall prevention.

Policy Advocacy: Collaborative advocacy for local policies that support home safety modifications, assistive aids and public infrastructure improvements will continue to be a priority.

Increase exercise classes throughout Wellington County.

Priority Risk # 4 – Accidental Poisonings in Wellington County

Among youth aged 0 – 19 years, rates of ED visits for accidental poisonings are highest in children under 4 years of ages (2005 – 2021).[15]

Accidental drug poisonings have increased significantly since 2015 in Wellington County.[16] This is due to the unregulated drug supply containing unpredictable and high potency opioids, leading to drug poisonings (also known as overdose).

Fentanyl and its analogues remain the leading cause of opioid-related deaths. In 2023, fentanyl was responsible for approximately 79% of all opioid related deaths in the Wellington Dufferin Guelph Region.[17]

Future Directions

Increased Public Awareness: Early evaluations indicate improved awareness among families and the public regarding the safe storage of hazardous substances.

Enhanced Coordination: The collaborative framework has resulted in more consistent and comprehensive messaging across Wellington County, helping to bridge gaps between different municipalities.

Data-Driven Adjustments: With enhanced surveillance, public health officials can more effectively measure the impact of prevention initiatives and adjust programmes as needed.

Scaling Up Successful Initiatives: Plans are in place to expand safe storage campaigns, educational workshops and harm reduction services throughout the County.

Policy Development: Ongoing discussions with municipal leaders and policymakers aim to establish more formalized standards for the safe storage of medications and toxic substances, as well as the harm reduction services.

Continuous Monitoring and Evaluation: Future efforts will focus on refining data collection methods and using the resulting information to guide further program development and resource allocation.

Partnering with WDGPH to support the expansion of the FAST Overdose response monitoring system within Wellington County to ensure accurate data and monitoring of the drug poisoning crisis through real-time input from partner agencies.

Priority Risk # 5 – Pedestrians and Cyclists (Vulnerable Road Users)

Among Youth Aged 0-19 years, pedestrian and cyclist injury-related ED visits and hospitalizations are highest among youth aged 10 to 15 years (2005-2021).[18]

Future Directions

Increased Community Engagement: The collaboration among member municipalities and community stakeholders has fostered a strong sense of shared responsibility, leading to broader public support for safety initiatives.

Improved Infrastructure: Significant investments in road design improvements and traffic calming

[12] Ontario Mortality Data [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023
[13] Wellington County OPP Detachment Board Report, 2024 Year End, page 19.
[14] National Ambulatory Care Reporting System (NACRS) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023
[14] Discharge Abstract Database (DAD) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023
[15 and 18] National Ambulatory Care Reporting System (NACRS) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023
[16] https://wdgpublichealth.ca/sites/default/files/bh.01.apr0324.r11_-_injury_surveillance.pdf, page 6
[17] https://wdgpublichealth.ca/sites/default/files/bh.01.sep0424.r28_-_opioids.pdf, page 2

have already been implemented in several high-risk areas.

Scaling Successful Initiatives: The County plans to expand pilot projects and continue refining the centralized data system to ensure that all municipalities can benefit from the most effective strategies.

Preparing for Growth: With population projections rising, ongoing efforts will focus on adaptive planning to manage increased vehicular traffic while protecting VRUs.

Continuous Education: Further investment in public education and outreach is planned to sustain long-term behavioral changes among drivers and VRUs alike.

Priority Risk # 6 – Sports and Recreation in Wellington County

Sports and recreation injuries are the second leading cause of injury-related ED visits in Wellington County, accounting for 13% of injury-related ED Visits (2005 – 2021).[19]

Future Directions

Strengthen and Standardize Concussion Protocols

- Develop County-wide guidelines for concussion management, leveraging Rowan's Law as a framework.
- Establish mandatory training sessions for coaches, athletic trainers, and school personnel, conducted in partnership with sports medicine and physiotherapy experts.

Expand Educational Outreach

- Launch targeted public awareness campaigns through social media, local media, and community events to educate athletes, parents, and educators on the risks of concussions and injury prevention strategies.
- Encourage regular injury prevention workshops and health screenings in schools and sports clubs.

Priority Risk # 7 – Agriculture Related Injuries in Wellington County

Rates of injuries related to agricultural machinery and tools are highest for Wellington County, and specifically the municipalities of Wellington North and Minto.[20]

Future Directions

Increase awareness about Agriculture related injuries through events, social media and workshops.

Expansion of Training Programmes: Plans are underway to broaden the scope and frequency of safety workshops, incorporating emerging technologies and updated regulatory standards through Workplace Safety and Prevention Services.

Enhanced Data Collaboration: Future initiatives will focus on integrating real-time data analytics to better track incident trends and tailor interventions accordingly.

Strengthening Policy Advocacy: Continued advocacy for stricter safety regulations and funding for safety equipment improvements will be essential as agricultural operations evolve and expand.

Leveraging Technology: The adoption of new technologies—such as mobile safety apps and remote monitoring systems—will be explored to further support proactive safety measures on the farm.

[19] National Ambulatory Care Reporting System (NACRS) [2005-2021], Ontario Ministry of Health and Long-Term Care, IntelliHEALTH ONTARIO, Date Extracted: May 2023
[20] Injury Surveillance and Prevention Report, Wellington-Dufferin-Guelph Public Health, June 7, 2024, page 3.



Action Groups (Implementation Teams)

Motor Vehicle Collision Action Group
Falls Prevention Action Group
Accidental Poisoning Action Group
Mental Wellness Action Group

County of Wellington Safe Communities Leadership Table (Advisory Committee) - Terms of Reference

Mission
To support the establishment and implementation of a coordinated approach to addressing safety issues in the County of Wellington as identified in the current Injury Prevention Priority Setting Exercise.

Guiding Principles
- Multi-sectoral partnerships and shared responsibility.
- Culturally appropriate (Equity, anti-racism, and anti-opression).
- Evidence-based.
- Includes crime and other injuries (intentional and unintentional).
- Respect.
- Awareness.
- Accessibility.

Goal/Functions/Activities

Long-Term Goals
- To have an effective and coordinated approach addressing safety issues in the County of Wellington.
- Facilitate implementation of activities that will address the priorities identified in our Priority Setting.
- Maintain a Strategic Plan to support the identified priorities.
- Conduct reviews and evaluations of activities as required.

Glossary of Roles

Co-Chairs

- Chairs Leadership (Advisory Committee) and Executive Table Meetings.
- Responsible for conduct of Leadership (Advisory Committee) and Executive Table meetings and of members.
- Follows agendas created by Safe Communities Programme Coordinator.
- Provides feedback to Safe Communities Programme Coordinator.

Safe Communities Programme Coordinator

- Sole administrator of Safe Communities Wellington County.
- Lead spokesperson for Safe Communities Wellington County.
- Creates agenda and distributes all communication for Leadership (Advisory Committee) and Executive Table meetings.
- Responsible for Marketing, Public Relations, and Event Planning.
- Assists Action Groups, Safe Communities Groups and Municipalities.
- Ex-Officio Member without voting rights.

Executive Table

- A minimum of two members of the Executive Team must approve financial and administrative decisions for Safe Communities Wellington County.
- Attends both Executive Table and Leadership Table (Advisory Committee) meetings.
- Supports Safe Communities Programme Coordinator as required.

Leadership Table (Advisory Committee)

- Votes to elect the Safe Communities Wellington County Co-Chairs.
- Provides the first step in approving the annual Safe Communities Wellington County budget.
- Comprised of a cross section of safety and wellness stakeholders across Wellington County (See Membership List).
- Each municipality must have representation on the Leadership Table (Advisory Committee).
- Determines whether a new Action Group is required based on emerging statistics and priority setting.
- Members present safety and wellness activities from their organizations/action groups/safe communities at each meeting.

Action Group (Implementation Team)

- Create injury prevention strategies and actions based on statistics and priority setting exercise.
- Create strategies and actions based on the capacity of the group.
- Each Group has the opportunity to receive up to $2,500 annually to support their injury prevention strategies.
- Action Groups are required to submit a donation request form to the Safe Communities Programme Coordinator to request funding.
- A wrap-up document is required to be sent to the Safe Communities Programme Coordinator after receiving the donation.
- Required to submit an annual action plan in January prior to the first Leadership Table meeting of the calendar year.

Safe Communities Groups

- Represents a specific municipality within Wellington County.
- Report about current injury prevention activities for their municipality at each Leadership Table meeting.
- Receives up to $750 annually for injury prevention activities within their municipality/region.
- Safe Communities Groups are required to submit a donation request form to the Safe Communities Programme Coordinator to request funding.
- A wrap-up document is required to be sent to the Safe Communities Programme Coordinator after receiving the donation.

Membership of Leadership Table (Advisory Committee)

The Leadership Table must include representation from the following:

- A person who represents, Ontario Health, or ii. an entity that provides services to improve the physical or mental health of individuals in the community or communities.
  A person who represents an entity that provides educational services in the municipality.
- A person who represents an entity that provides community or social services in the municipality.
- A person who represents an entity that provides community or social services to children or youth in the municipality.
- A person who represents an entity that provides custodial services to children or youth in the municipality.
- An employee of the municipality or a member of the municipal council.
- A person who represents the police service board or, if there is no police service board, the commander of the detachment of the Ontario Provincial Police that provides policing in the area or his or her delegate.
- A chief of police of a police service that provides policing in the area or his or her delegate.
- Municipal Fire Departments in Wellington County.

In addition, representatives from a wide variety of community organizations shall participate.

Leadership Table (Advisory Committee)

Chair Positions

The Leadership Table **(Advisory Committee)** will be co-chaired by representatives chosen from the membership of the Leadership Table **(Advisory Committee).** Any member of the Leadership Table **(Advisory Committee)** can be nominated to serve as Co-Chair. The Co-Chair position shall be for a two-year period. When the Co-Chair's two-year term expires, the Leadership Table **(Advisory Committee)** can extend the term for a further two-year term in perpetuity. If the current holder of the position does not wish to have their term extended, or another member is interested in the co-chair position, nominations for a new co-chair and an election shall be conducted. To maintain continuity, the Co-Chair terms shall start and end one year apart.

Leadership Table (Advisory Committee)

Temporary Chair Position

From time to time a current Co-Chair may need to step back from their position for a short time. In this instance, the Executive will appoint a current member of the Leadership Table to step into the role until their return or the completion of the term.

Leadership Sub-Committees

- The Leadership Table (Advisory Committee) will establish Action Groups (Implementation Teams) with guidelines to address specific priority areas.
- Membership on Action Groups will include local Safe Communities.
- Membership on Action Groups may include non-members of the Leadership Table.
- Leadership Table (Advisory Committee) may recognize local community groups as sub-committees.
- Additional priorities from the priority setting exercise will be considered for emerging opportunities annually.

Executive of Leadership Table

The Executive may consist of:

- Current Co-Chairs of Leadership Table.
- Appointed representative from Wellington County Council.
- Appointed member from Wellington County OPP.
- Appointed member from the Guelph Wellington Paramedic Service.
- Appointed member from WDGPH.
- Appointed member of Wellington County staff (Not limited to Social Services, Human Resources, Roads).
- Appointed member from Ontario Health or an entity that provides services to improve the physical or mental health of individuals in the community or communities.
- Safe Communities Programme Coordinator (ex-officio member).

Executive Meeting Schedule

Executive meetings will be held monthly or at the call of either Co-Chair.

Specifications of Quorum for Executive Table

A quorum of four members of the Executive must be present for a vote to be held.

Communication

- The Safe Communities Programme Coordinator shall ensure meeting minutes are recorded and circulated to the Leadership Table (Advisory Committee) members, and to the Chairperson of all sub-committees for distribution to their committee members.
- Leadership Table (Advisory Committee) members are responsible to circulate meeting notes to appropriate members of their respective organizations.
- Social media shall be used to distribute appropriate information to members of the public, stakeholders, and members of the Leadership Table (Advisory Committee).

Reporting and Financial Accountability

- Members of the Leadership Table (Advisory Committee) should report to their respective organizations.
- The Action Groups constituted by the Leadership Table (Advisory Committee) will report to the Leadership Table (Advisory Committee).
- Financial Accountability: The Leadership Table (Advisory Committee) will approve an annual budget for Safe Communities Wellington County and will provide the Treasury Department of the County of Wellington with the budget information.
- The Executive will report to the Wellington County OPP Detachment Board on a quarterly basis (at minimum).
- Members of the Executive will approve expenses and Safe Communities Programme Coordinator invoices electronically as needed throughout the year.



Frequency of Meetings
The Leadership Table (Advisory Committee) will meet the following months: January, March, May, June, September and November.

Additional Meetings may be called at the call of the Co-Chairs.

Frequency of Executive Table Meetings
The Executive Table will meet the following months: January, February, March, April, May, June, September, October and November.

Additional meetings may be called at the call of the Co-Chairs.

Decision Making

- Leadership Table (Advisory Committee) decisions will be based on a quorum of eligible voters. The Co-Chairs will encourage meaningful discussion on issues preceding the calling of the vote. All members should be provided the opportunity for full and fair comment on any issues of interest.

- The majority vote of members decides the outcome where a quorum is present.

- The Safe Communities Programme Coordinator will serve in an Ex-Officio role, and shall not have a vote.

Review
Addendum to 4.5
Action Groups are able to create strategies based on the priority settings and current statistics and provide actions that support the specific injury prevention category.
All our Action Groups utilize larger community resources to assist in educating and providing prevention to the residents of Wellington County.

As an executive, we base our strategies on the hospital stays and Emergency Department visits. We recommend all our Action Groups utilize the statistics provided through our Priority setting exercise to assist in their short- and long-term goals.

Safe Communities Wellington County receives funding from Wellington County through direction from the Wellington County OPP Detachment Board. Funding requests can be made at any time in the future should our resources require more than what is currently allotted. Provincial funding was given initially at the creation of the Community Safety and Well-Being Plan. Current funding is for current capacity. Any new grass root organizations are encouraged to approach their local Municipal Safe Communities group and work together to bring their strategy to fruition.

Let's continue to work together in injury prevention and education.

NOTES:

NOTES:



[OM] Official Mark of The Corporation of the County of Wellington

Alternate formats available upon request.

REPORT COR-2025-033

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: August 27, 2025

SUBJECT: Reporting Out from Council Direction Update

RECOMMENDATION

That Report COR-2025-033 entitled Reporting Out from Council Direction Update be received for information; and,

That Council staff to provide the peer review of the 2024 Ground Water Monitoring Report and Ecology Report for Mill Creek Pit to the Pit Operator for response and the MNR for their information.

Purpose

The purpose of this report is to provide Council with a number of updates in respect to previous Council direction to staff.

Background

Agenda Item	Council Direction	Update
ADM-2025-008 Reporting Out Update	Council directed staff to request that the MTO consider conducting the traffic counts now, given data is currently outdated, and consolidate the new data from both intersections to confirm whether the new information warrants traffic lights at Leslie Rd	Refer to **Note 1** below.

	W, subject to the closure of the Concession Rd 1 intersection.	
June 18, 2025 Correspondence Item 10.3 Wellington County Home Energy Efficiency Transition	Council requested that Couty staff provide a list of measurers that will be eligible for the HEET Program. The list of measures can be found in Appendix B of Schedule "A" attached to this report.	Refer to **Schedule "A"**
2024 Mill Creek Aggregate Water Monitoring Report and Peer Review & 2024 Ecological Monitoring Report	Council directed staff to provide aggregate pit monitoring reports to Council for their consideration.	Refer to **Schedule "B"** & **"C"**

Note 1 - March 5, 2025 Council Report ADM-2025-008 Reporting Out Update

Following Council's direction from the March 5, 2025 staff contacted the Ministry of Transportation (MTO) to request that the MTO consider conducting the traffic counts now, given that the data was outdated and that the MTO consolidate the data from both intersections to confirm whether the new information would warrant a traffic light at Leslie Rd W, subject to the closure of the Concession Rd 1 Intersection.

In response to this request MTO advised that the count from both intersections collected in the fall of 2024 would be used to complete an analysis based on the scenario where the connection from Highway 6 to Concession 1 was closed. MTO confirmed that under the aforementioned scenario, the criteria was not met for signals to be installed.

Since receiving this response in late June, the Mayor and staff attended the 2025 AMO Conference, where the Township successfully secured a delegation with the Ministry of Transportation (MTO). During this meeting, staff and the Mayor discussed the phased approach to the construction of the Morriston Bypass, as well as potential interim measures to address traffic concerns in advance of the bypass. The next step will be to arrange a follow-up meeting with MTO staff to review phasing in greater detail and explore opportunities to address traffic management and potential beautification initiatives within the area. In addition, a communication plan was discussed in order to keep the public informed of construction updates.

Financial Implications

As noted throughout the report.

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

Schedule "A" – Wellington County HEET Program Design Report
Schedule "B" – 2024 Mill Creek Pit Peer Review and Monitoring Report
(Appendices uploaded separately to website due to size limitations)
Schedule "C" – 2024 Mill Creek Pit Peer Review and Ecology Report

Respectfully submitted,	**Reviewed by,**
Justine Brotherston, **Director of Corporate Services/** **Municipal Clerk**	**Courtenay Hoytfox,** **CAO**



Home Energy Efficiency Transition

Program Design Report

Prepared for:

WELLINGTON COUNTY

Wellington County

November 1, 2024

dunsky Energy + Climate

Submitted to:

WELLINGTON COUNTY

Wellington County

Karen Chisholme
Climate Change and Sustainability Manager, Wellington County

Dunsky Project Number: 23098

Prepared by:

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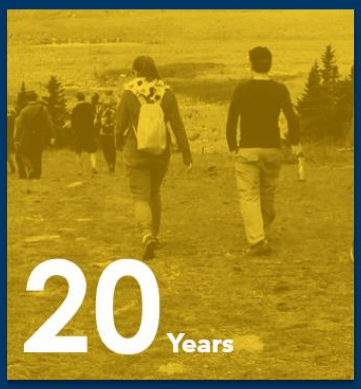
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With the support from:
Kambo Energy Group

Kambo energy group

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About Dunsky







Dunsky supports leading governments, utilities, corporations and others across North America in their efforts to accelerate **the clean energy transition**, effectively and responsibly.

With deep expertise across the Buildings, Mobility, Industry and Energy sectors, we support our clients in two ways: through rigorous **Analysis** (of technical, economic and market opportunities) and by designing or assessing **Strategies** (plans, programs and policies) to achieve success.



Dunsky is proudly Canadian, with offices and staff in Montreal, Toronto, Vancouver, Ottawa and Halifax. Visit dunsky.com for more information.

Executive Summary

As part of its commitment to achieve near net zero emissions by 2050, Wellington County has taken steps towards launching a comprehensive, multi-year program to help decarbonize the building sector. Currently known as the Home Energy Efficiency Transition (HEET) program, this initiative is designed to offer a suite of services and attractive financing to encourage and support a variety of County residents undertake home energy upgrades. The program will also look for opportunities to promote its secondary objectives, namely, to improve the energy performance of existing homes, reduce the rate of energy poverty within the community, and enhance residential and community resilience to climate change effects.

The HEET program is a needed and timely development within the County given the quickly evolving retrofit 'ecosystem' and multiple challenges faced by the community.

- The federal grant program ended earlier this year, leaving a notable rebate gap in this market segment. Rebates are important to make home energy upgrades more affordable by reducing costs and can play a role in driving market demand.
- To meet the strong projected growth in electricity demand over coming years, it is imperative that buildings reduce their energy consumption to ease the load on the grid. This can help to minimize power disruptions and the grid's reliance on fossil fuels.
- While all households deserve to have access to affordable, reliable, and sustainable energy services, roughly one in four households within the County is currently experiencing energy poverty.[1] Some energy upgrades generate cost savings that improve overall housing affordability, while others offer important comfort, health and safety benefits.
- Climate change is worsening the frequency, severity, and impacts of some types of extreme weather events, while accentuating chronic (long-term) risks like rising temperatures and changing precipitation patterns. Homeowners can take simple actions to improve the resilience of their home and community.

Central to this offer, the HEET program will make a variety of incentives and services available to homeowners, while promoting low-carbon resilience approaches and practices more broadly through awareness and education, in addition to workforce development. The HEET program will also leverage the municipal Local Improvement Charge (LIC) mechanism enabled under provincial legislation to unlock access to competitive financing, and to offer longer repayment terms and other advantages to homeowners. With these elements in place, the program is expected to reach an average of approximately 65 homeowners annually.

An experienced third party administrator will be retained to largely deliver the HEET program. The administrator will be responsible for overseeing most of the day-to-day operations and will act as the main contact for participants. Close coordination between the County and its member municipalities will nonetheless be essential. Local municipalities are responsible property taxation, and therefore for administering LICs. Meanwhile, the County is expected to borrow substantial funds to capitalize the HEET program and will rely on LIC payments to

[1] Canadian Urban Sustainability Practitioners. (n.d.) Energy Poverty and Equity Explorer.

repay its loan. Collaboration between these three groups will be critical to effective program implementation.

The County intends to leverage external funding to implement the HEET program. The Federation of Canadian Municipalities (FCM) currently offers significant funding and support through the Green Municipal Fund's Community Efficiency Financing (CEF) initiative. The County is expected to put forth a funding application for an estimated $7.6M in capital and $3.8M in grant, while contributing $2.7M over the program's initial 4-year implementation period.

Sources of Funding	Year 1[18]	Year 2	Year 3	Year 4	Total
County (loan capital)	$676,410	$676,410	$676,410	$676,410	**$2,705,640**
Application fee	$37,600	$37,600	$37,600	$37,600	**$149,200**
GMF (grant)	$1,270,275	$990,875	$709,315	$829,315	**$3,799,780**
GMF (loan)	$1,899,890	$1,899,890	$1,899,890	$1,899,890	**$7,599,560**
Total funding	**$3,883,875**	**$3,604,475**	**$3,322,915**	**$3,442,915**	**$14,254,180**
% loans in grant (GMF)	67%	52%	37%	44%	50%
% covered by non-GMF sources	18.4%	19.8%	21.5%	20.7%	20.0%

The County's immediate next step will be to seek Council approval to present an application to the CEF initiative and to secure the required contribution.

Dunsky Energy + Climate Advisors was retained to design the HEET program to support the County's efforts to plan its next steps and secure the funding needed to launch the program. To complete this work, Dunsky conducted a detailed background review of the County's climate mitigation and adaptation documentation, conducted extensive internal and external stakeholder engagement, compared the LIC program model to other potential options, and elaborate key design features in line with the program's objectives and industry best practices. Kambo Energy Group also provided input into the program design process to integrate further consideration for equity, where relevant.

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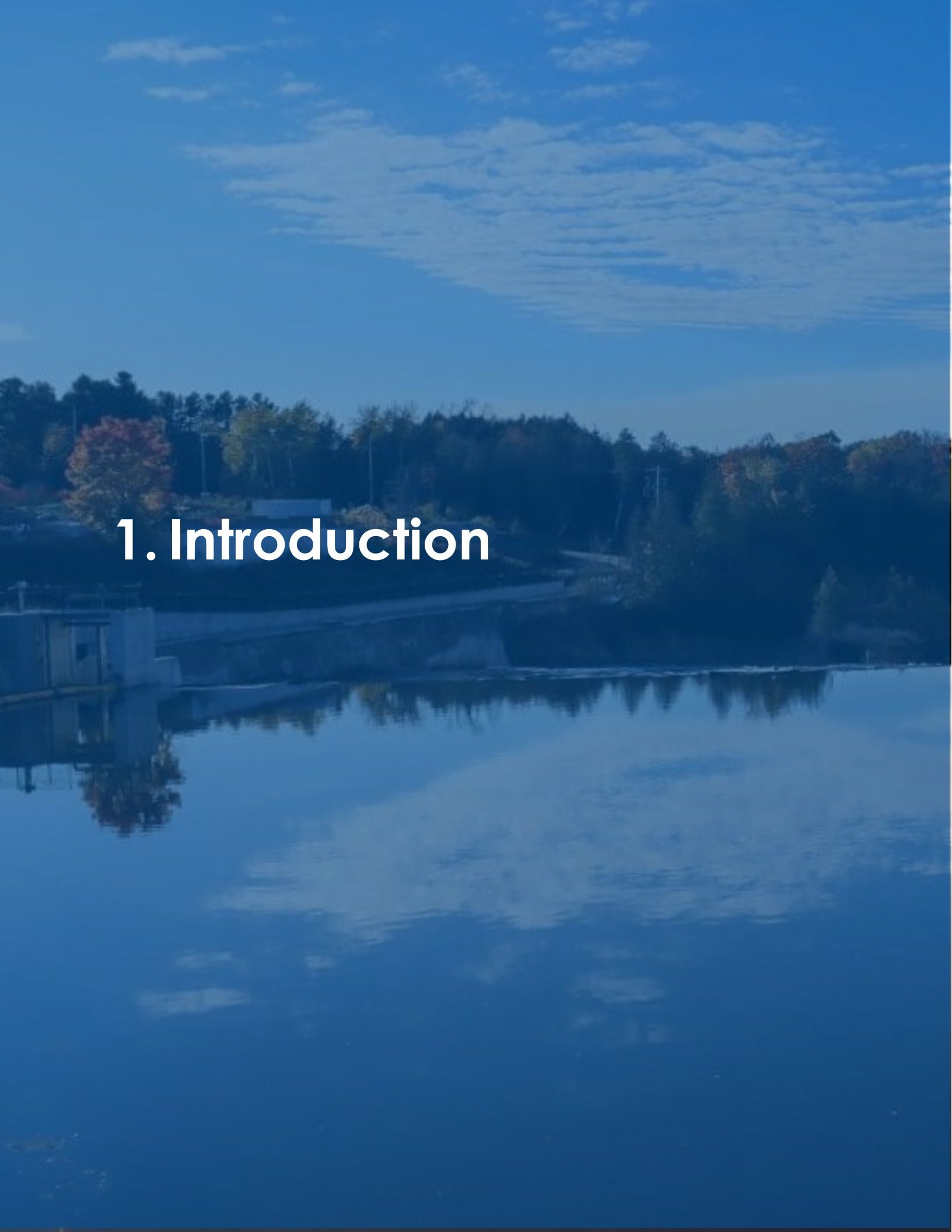
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1. Introduction

Wellington County recognizes the need for bold climate action. The transformation needed to achieve net zero targets is significant. As described in the County's Future Focused Climate Mitigation Plan, the municipality produces nearly 1.2 million tCO_2e of greenhouse gas (GHG) emissions annually, 30% of which are emitted by buildings. Setting an interim target, the County is aiming to reduce emissions by 6% below 2017 levels by 2030, working up to an 80% reduction by 2050.

In order to tackle emissions in the buildings sector, the Future Focused plan offers a series of objectives and actions. Among them, **the Plan underscores the value of further promoting home energy retrofits.** Residential buildings represent 39% of all building emissions, thus offering a meaningful opportunity to drive impact given the type and vintage of the local housing stock. The majority of homes are single detached dwellings and built prior to the introduction of energy efficiency requirements in Ontario's building code. In general, these homes tend to be less efficient than denser housing forms and those built more recently. In addition, the vast majority of homes in Wellington County use natural gas as their primary heating system – the largest source contributor (85%) to building emissions. As such, home electrification represents a largely untapped opportunity to support the County's pathway to net zero emissions.

In complement to its climate mitigation efforts, **Wellington County has taken some early steps to improve the community's resilience to the current and future effects of climate change.** As part of this effort, the County has commissioned a climate adaptation study focused on the agricultural sector. In addition, several local municipalities have completed studies on the water supply impacts of the changing climate. In a similar vein, flood mitigation plans have been developed for Harriston (within the Town of Minto)[2] and Drayton (within the Township of Mapleton),[3] both recognized as flood-prone areas. The County also has an emergency response plan in place to prepare and deal with the immediate effects of extreme weather events.

Against this backdrop, **Wellington County has taken significant steps to advance a comprehensive, multi-year initiative to support energy and resilience retrofits.** Currently known as the Home Energy Efficiency Transition (HEET) program, this initiative will support the complementary goals of climate mitigation and climate adaptation through a combination of homeowner services, innovative financing, incentives, and resources to assist homeowners throughout the retrofit process, with a view to address persisting barriers and market gaps. The HEET program will be administered by a third-party organization and require coordination across the County and member municipalities to deliver Local Improvement Charge (LIC) financing. LICs are secured against the property and structured such that the amount borrowed by participating homeowners is repaid via a special charge on the property tax bill. LIC programs generally allow longer repayment terms and any outstanding balance can be transferred to a future home buyer, who would inherit the repayment obligation. In this way, the County's HEET program will help to address the potential misalignment between the length of home tenure and the longer payback periods of many types of energy upgrades.

[2] Town of Minto. (2023). Harriston Flood Mitigation Plan.
[3] Grand River Conservation Authority. (2024). Grand Valley, Waldemar and Drayton Flood Damage Assessment Study.

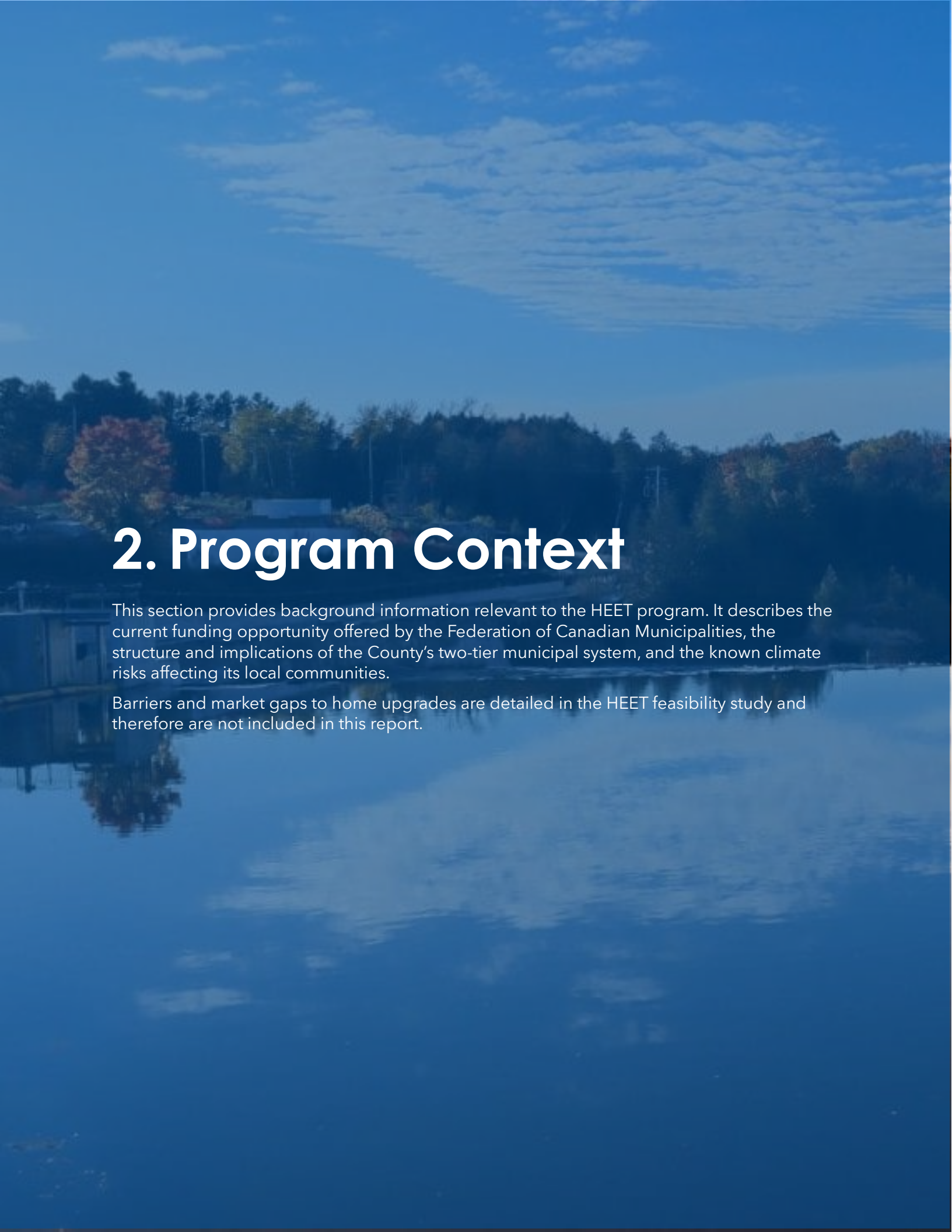
This program is intended to work in concert with existing market interventions (e.g. rebate and workforce training programs) and **can serve to strengthen other policies, regulations and initiatives offered into the future that would further amplify demand for home retrofits**. This includes:

- Continued carbon pricing, which would contribute to rising fossil fuel energy prices.
- Building renovation codes, such as Ontario's eventual adoption of Canada's future Alternations to Existing Buildings (AEB), which will impose increasingly stringent energy efficiency requirements on existing buildings.
- Mandatory home energy labelling and performance standards.
- Promotion of beneficial electrification province-wide and restrictions on fossil fuel use equipment replacement, which would favour electrification.

As pressures to undertake home energy and resilience retrofit grow, **homeowners will increasingly need innovative financing solutions to be able to undertake the necessary home improvements to meet future regulations**. By delivering the HEET program on a smaller scale during its initial implementation period, the County will be better prepared to ramp up its operations to accommodate the growing needs of its residents in the future.

Purpose of this report

The purpose of this report is to offer guidance to successfully set up and deliver the HEET program. It describes the program's overarching objectives, framework, and core features and services; details the program's eligibility criteria, incentives, and financing offer; outlines key program stages for participants and the associated delivery responsibilities; estimates the program's uptake, impacts and funding needs; exposes key risks and mitigation measures; and lists important next steps to prepare for the program's launch in 2026. Many of the report's key design choices reflect best practices and incorporate input from the County, member municipalities, and other interviewed parties. The result is a turnkey program framework that advances the County's climate mitigation and adaptation efforts.



2. Program Context

This section provides background information relevant to the HEET program. It describes the current funding opportunity offered by the Federation of Canadian Municipalities, the structure and implications of the County's two-tier municipal system, and the known climate risks affecting its local communities.

Barriers and market gaps to home upgrades are detailed in the HEET feasibility study and therefore are not included in this report.

2.1 A funding window to capitalize retrofit programs

A home retrofit program offering financing and advisory services can help Wellington County meet its climate mitigation and adaptation goals. To fund this program, the County plans to apply to the Community Efficiency Financing (CEF) initiative offered through FCM's Green Municipal Fund (GMF) and specifically designed to support municipalities and partner organizations implement a local financing program for home energy upgrades. Under this initiative, GMF offers substantial grants to complete feasibility, program design and evaluation studies, and to start up and operate a program over a period of up to four years. GMF also offers low-interest loans to provide capital for on-lending to homeowners, as well as loan loss reserve funds as a backstop to cover any losses from homeowner loan defaults or delinquencies. In addition to funding, GMF offers learning resources and access to a community of practice that brings together other municipalities developing or operating similar programs.

The CEF initiative is expected to sunset in 2026. As such, it is important that the County apply prior to CEF's end date in order to fully benefit from the available funding and capacity building opportunity. In its application, the County will also need to emphasize the innovative elements of the HEET program to ensure it is competitive. These features include the third-party administrative model operating across two municipal tiers, the promotion of low- and no-cost resilience measures, and enabling features geared towards supporting low- to moderate-income households.

The CEF initiative may make additional funding with adjusted terms available in the near term to better support resilience measures. One of the primary obstacles within the existing CEF framework currently affecting the extent to which communities can promote climate adaption is the restriction on the proportion of financing (30%) that can be dedicated towards 'non-energy' measures, including resilience. In the future, CEF may adjust this restriction to allow homeowners to make more significant investments towards improving their property's resilience to climate change impacts. To explore this opportunity further, the County may monitor any new developments and updates shared by GMF over the coming one to two years. For details on the HEET program's approach to promote resilience measures in the community while respecting the current CEF framework, see Section 3.2.5.

2.2 Required coordination within a two-tier municipality

Wellington County operates under a two-tier municipal structure. Specifically, it is an upper-tier municipality representing a federation of seven member municipalities, namely the Town of Erin, the Town of Minto, the Township of Centre Wellington, the Guelph/Emarosa Township, the Township of Mapleton, the Township of Puslinch and the Township of Wellington North. With a regional purview, the County oversees a number of services like regional economic development, social services, emergency management, and housing services and supports. Meanwhile, the County's towns and townships are responsible for more localized services, including building and zoning bylaws, building permits, well water, and property tax collection and administration.[4]

[4] Wellington County. (2024). Who Does What.

While the program administrator will take on most program delivery responsibilities, the HEET program will nevertheless require close coordination across both municipal tiers. In particular, the two tier structure introduces additional complexity to the chosen program model due to the flow of funds between multiple parties. For instance, Wellington County is expected to borrow from GMF to capitalize the HEET program, and while homeowner financing payments will be used by the County to pay back its loan to GMF, the County's municipal powers preclude it from collecting on LICs directly. Instead, the County will need to rely on local municipalities to collect these payments on its behalf, then transfer funds through a preestablished process. This cycle will necessitate close budget monitoring and regular reconciliation between the County and member municipalities. See Section 7.2 for more details on the program's flows of capital.

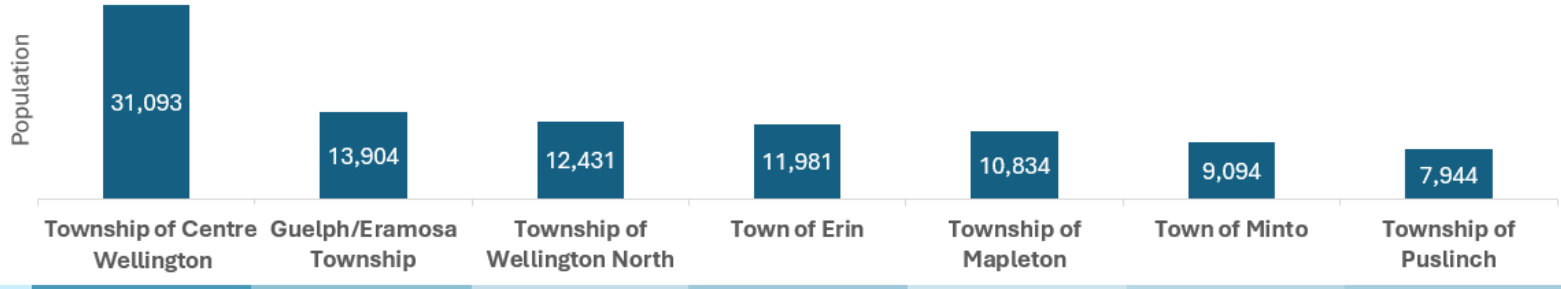
In addition, the program will need to remain flexible to account for the local context within each member municipality. Some of the key differences between them include:

- **Resourcing capacity**. Most member municipalities do not have dedicated staff to support sustainability initiatives, which increases the likelihood of overextending municipal staff. This risks contributing to application processing delays and other consequences that impact program performance. While the Township of Centre Wellington and the Township of Mapleton have established a new climate change coordinator position in 2024 that is shared between the two municipalities, the HEET program will need to account for more limited staff capacity across the other member municipalities when developing program processes and support planning.
- **Climate action commitments**. Certain municipalities have established clear sustainability or energy objectives, while others have not. For example, Guelph/Eramosa Township's Energy Management Plan commits to incorporating energy efficiency across all operations. The absence of a clear commitment from Council could make some municipalities more reluctant to participate in the HEET program.
- **LIC experience**. LICs are not commonly used within the County. However, Centre Wellington has recent experience administering LICs. The HEET program can leverage their expertise to inform the program process development and to offer staff training, knowledge sharing, and other forms of resources and support to the benefit of other member municipalities less familiar with this mechanism. A collaborative approach can also help to drive greater efficiencies and consistencies across the LICs administered across the County.
- **Limited legal resources**. Member municipalities do not have internal legal counsel. As a result, they will depend on the County's external legal team, and on program funding, for support in implementing the program. Required legal documentation includes the LIC bylaw and Property Owner Agreements (POAs).
- **Population density**. The County is made up of urban and rural areas. More densely populated areas, like Elora and Fergus within the Township of Centre Wellington, generally have better access to services than rural areas, like the Town of Minto. In addition, rural areas tend to be more vulnerable to climate change impacts. For this reason, focusing outreach in these communities represents a meaningful opportunity to amplify the program's impacts. At the same time, rural population groups, such as farmers, may be more difficult to engage due to differences in values, priorities, and financial means. The final marketing and outreach strategy should take this into account and be informed by further research into these population groups.

- **Seniors and low-income households**. Local municipalities with a higher representation of seniors and low-income households may require more dedicated program services and support, in addition to means to reduce overall costs (e.g. waived fees, incentives). Robust consumer protections, including financial disclosures, are particularly important for seniors and low-income households to ensure they are well-informed about participation terms and conditions, and potential risks to prepare for (e.g. projected energy savings falling short).

Table 2-1 compares the housing and demographic profiles across the County's member municipalities.

Table 2-1: Housing and demographic profiles of the County's member municipalities[5]



	Township of Centre Wellington	Guelph/Eramosa Township	Township of Wellington North	Town of Erin	Township of Mapleton	Town of Minto	Township of Puslinch
Population density (per km²)	75.9	47.5	23.6	40.1	20.2	30.3	37
Private dwellings	12,701	4,993	4,987	4,396	3,633	3,385	2,946
Single detached (%)	68%	84%	72%	87%	78%	79%	91%
Owner occupied (%)	81%	89%	74%	90%	86%	76%	95%
Seniors over 65yo (% of pop)	22.3%	18.3%	22.0%	17.4%	12.3%	20.9%	23.0%
Seniors over 85yo (% of pop)	2.7%	1.9%	3.3%	1.2%	1.1%	3.5%	2.1%
Low-income status (% of pop)	5.6%	4.2%	12.1%	5.6%	9.3%	10.7%	5.3%
Low-income status (% of 65 yo+)	7.6%	5.7%	16.0%	5.9%	11.0%	16.4%	5.9%
Number of farm properties	363	367	573	137	669	376	132

[5] Statistics Canada. (2021). Census Profile, 2021 Census of Population: Wellington County, Ontario.

2.3 Defining climate risks across the County

Wellington County is undertaking steps to complete a comprehensive climate adaptation plan that will build on some of the groundwork completed in recent years. In addition, the County's 2023-2027 Strategic Action Plan – named Proudly Moving Together – has committed to "[w]orking with member municipalities to create a set of standard criteria which member municipalities can use to evaluate their abilities to withstand extreme weather events resulting from climate change."[6] These actions will help County municipalities plan for, and respond to, the impacts of climate change.

To date, the County has identified the following climate-related changes, reported in the Future Focused plan:

- Increase in number of days above 30°C annually.
- Increase in storm intensity.
- Shorter return period of extreme events.
- Increase in average annual temperature.
- Increase in average annual precipitation.
- Decrease in snow.
- Increase in ice storms.

These changes are expected to have numerous impacts in the community, including an increased cost of insurance, road washout and closures, watermain breaks, lower crop yields, lower water during summer droughts, increased power outages and service disruptions, and increased erosion. In recent years, some of these effects have already been felt by local municipalities, which have been impacted by these risks in different, meaningful ways. For instance, in 2017, high levels of precipitation (up to 160mm) fell in the County overnight, resulting in severe flooding from the Maitland River through Harriston and the displacement of several residents. The event cost an estimated $14.2M in damages.

In alignment with the HEET program's focus on the existing housing stock, Some of these can be further mitigated through County- or ecosystem-wide interventions and infrastructure, as well as behavioural changes from residents. Resilience improvements to residential properties are one of many interventions that can strength the County's resilience to climate change impacts.

Table 3-2 describes some of the most prominent risks affecting the County's residential properties. Some of these can be further mitigated through County- or ecosystem-wide interventions and infrastructure, as well as behavioural changes from residents. Resilience improvements to residential properties are one of many interventions that can strength the County's resilience to climate change impacts.

[6] The Corporation of the County of Wellington. (2023). Proudly Moving Together: Wellington County Strategic Action Plan.

Table 2-2: Climate-related risks and examples of resilience measures

Climate-related risk	Known sensitive areas	Example resilience measures
Severe flooding[7]	• Central Drayton (Mapleton) [8] • Harriston (Minto) [9]	• Sump pump and zero reverse flow vales in basement floor drains • Disconnect downspouts from the sewer system or extending gutter downspouts away from the home[10]
Limited water supply & aquifer recharge	• Quantity Wellhead Protection Area (primarily Centre Wellington) [11] • Other wellhead protection areas and significant groundwater recharge areas[12]	• Increase infiltration to support aquifer recharge • Water saving equipment (e.g. water efficient toilets or faucet aerators) • Install water collection systems (e.g. rain barrels)
Extreme heat	• All local municipalities[13]	• Heat pumps at home (cooling) • White or green residential roofs • Increased canopy cover near homes
Air quality deterioration (e.g. during wildfires)	• All local municipalities	• HVAC systems (windows can remain closed without causing overheating)
Energy reliability	• All local municipalities	• Solar PV with a battery system or a backup generator, other
Roof integrity	• All local municipalities	• Roof load capacity verification and necessary structural maintenance or reinforcement • Roof strengthening measures (e.g. hurricane ties, roof-to-wall connectors, plywood sheathing, stiff structural framework sealants)

[7] See the Sustainable Technologies Evaluation Program (STEP)'s Low Impact Development site for additional guidance on how to improve the management of urban stormwater runoff.
[8] Grand River Conservation Authority. (2018). Preparing for Flooding: A Guide for Residents of Drayton.
[9] Town of Minto & Maitland Conservation. (2020). Harriston Flood Mitigation Study.
[10] This improves stormwater management infrastructure.
[11] Grand River Conservation Authority. (2020). Centre Wellington Tier Three Water Budget. *Matrix Solutions Inc.*
[12] See Wellington Source Water Protection's mapping tool.
[13] Extreme heat poses a significant health risk, particularly to certain vulnerable populations: seniors, individuals with chronic diseases and/or compromised immune systems, children and infants, people experiencing social or economic disadvantage, Indigenous peoples, residents of remove communities. See Lapp, H., Wilson, R., Jackson, E., & Buse, C. G. (2022). Climate Science Report for the Climate Change and Health Vulnerability Assessment for Waterloo Region, Wellington County, Dufferin County, and the City of Guelph.

Compounding climate vulnerability for residents

Climate vulnerability provides an indication of which areas, individuals, and ecosystems are likely to be most adversely affected by climate change. It is defined is "the degree to which a system or jurisdiction is susceptible to harm arising from climate change impacts. It's a function of a community's sensitivity to climate change and its capacity to adapt to climate change impacts."[14]

Climate vulnerability is a combination of the following three factors:

1. **Exposure:** The presence of people, livelihoods, species or ecosystems exposed to climate-related hazards, such as rising temperatures, sea level rise, extreme weather events, or droughts.
2. **Sensitivity:** The degree to which a community is sensitive or responsive to climate impacts. This depends on factors like health, ecosystem stability, infrastructure quality, and economic reliance.
3. **Adaptive Capacity:** The ability of built, natural and social systems to adjust to climate impacts, mitigate damage, and recover from disruptions. This includes access to resources, knowledge, infrastructure, social capital, and technology that enable effective responses to climate risks.

With respect to rural housing specifically, climate vulnerability may be heighted due to:

- **Underlying housing vulnerabilities**, such as increased exposure to the elements (greater wear and tear), reliance on wells and septic systems (expensive to repair/replace), limited access to rental housing (limited housing access/affordability), and greater risk of house fires (slower response times).
- **Poverty and/or energy poverty**, **which can have negative effects on health and wellbeing.** Rural households are more likely to have limited access to healthcare; delayed response by emergency services; greater exposure to extreme weather events, water and air quality issues; and occupational health risks. [15]

When assessing the climate vulnerability of homes, local demographic profiles, population density, and income are factors that may coincide with higher degrees of sensitivity to climate change impacts and a lower capacity to adapt in the absence of adequate support.

The intersection between climate vulnerability and home retrofits

Increased climate vulnerability can significantly impact housing, particularly when it comes to energy retrofits. Vulnerabilities arise when certain populations, particularly those already disadvantaged, face barriers to accessing or benefitting from these retrofits.

The following describes some of the ways in which climate vulnerability intersects with home retrofits.

1. **Low- to moderate-income (LMI) homeowners**
    - High upfront costs. LMI homeowners often face financial barriers to retrofitting their homes due to the high upfront cost. However, without energy performance improvements, these households remain vulnerable to higher energy bills and less comfortable living conditions, especially as climate change leads to more extreme weather.

[14] Canadian Council of Ministers of the Environment. (2021). Guidance on Good Practices in Climate Change Risk Assessment.
[15] Kantamneni, A. & Haley, B. (2024). Archetypes of Experiences with Energy Poverty in Canada. Efficiency Canada, Carleton University, Ottawa, ON.

- Energy poverty. LMI homeowners already tend to spend a larger proportion of their income on their energy bills. Without the means to retrofit their home, they can also experience higher energy burdens during extreme weather events.
- Lack of access to financing. Even when financial incentives exist, LMI households may lack access to affordable financing options for retrofits or may be unable to qualify due to poor credit.

2. **Older homes in climate-exposed areas**
   - Extreme weather and non-resilient homes. Older homes are often built with outdated materials and systems that make them more sensitive to climate change impacts. These homes may lack proper insulation or energy-efficient windows, among other measures, increasing their risk of heat stress during heatwaves or water intrusion during storms. Home energy retrofits can thus improve their resilience to extreme weather events.
3. **Indigenous and rural communities**
   - Limited access to retrofit programs. Indigenous and rural communities often face geographic and financial barriers to accessing energy retrofit programs. At the same time, these communities may also be located in areas that experience higher exposure to climate risks such as wildfires, droughts, and floods.
   - Lack of resources. Remote or rural areas may lack the resources needed to implement retrofits, such as access to skilled labour. This can hinder their ability to improve energy efficiency and resilience, leaving residents exposed to higher energy costs and impacts from extreme weather events.
4. **Health impacts from poor housing conditions**
   - Vulnerable populations and indoor air quality. Homes that lack proper insulation, ventilation, or efficient heating and cooling systems are more susceptible to mold growth, indoor pollution, and unhealthy living conditions. As climate change exacerbates extreme temperatures and humidity, these households – particularly seniors, children, and those with pre-existing health conditions – face greater risks of respiratory illnesses, heat stress, and other health problems. Energy retrofits could mitigate these risks, but vulnerable households often lack access to them.
5. **Impact of natural disasters on housing retrofits**
   - Limited ability to rebuild or retrofit post-disaster. After extreme weather events, like floods or wildfires, many vulnerable households may not have the financial resources or insurance coverage to rebuild their homes with energy-efficient and climate-resilient materials. This leaves them in homes that remain vulnerable to future climate impacts, perpetuating a cycle of climate vulnerability.

Increased climate vulnerability is closely linked to socioeconomic and geographic factors, with energy retrofits offering a potential solution to reduce both energy costs and climate-related risks. However, without equitable access to retrofit programs and financing, vulnerable populations will remain disproportionately exposed to the negative consequences of climate change.



3. Program Overview

This section presents an overview of the program concept. It includes a description of the program's objectives, a presentation of the key features and services that will be offered, and a discussion on the design elements aimed at enforcing consumer protections.

3.1 Program objectives

The HEET program's primary objective is to reduce GHG emissions by helping to decarbonize the County's existing housing stock. In addition, the program will support several secondary objectives:

- Improve the energy performance of existing homes.
- Reduce the rate of energy poverty in the community.
- Enhance residential and community resilience to climate change impacts.

The program is also intended to offer customized supports to meet the unique needs of specific population groups – including farmers, seniors, and low- to medium-income households – to promote a just energy transition and improve the adaptive capacity of those most vulnerable to the impacts of climate change.

3.2 Key features and services

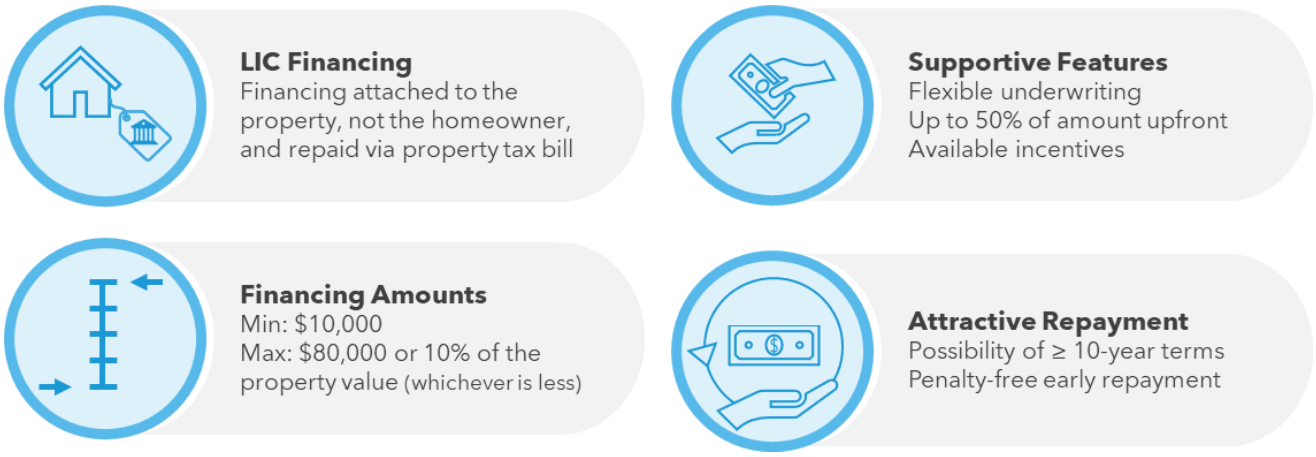
The HEET program will provide a turnkey solution for home energy upgrades and encourage homeowners to take steps towards improving the climate resilience of their property. In addition to offering a mix of incentives and competitive financing, homeowners will be able to conveniently access relevant resources, guidance, and technical expertise to support their home energy retrofits and climate resilience improvements. Together, these program features and services are expected to help homeowners overcome much of the process complexity, take advantage of other available incentives, make informed decisions about their property upgrades, and commit to seeing their project all the way through. In addition, the program will aim to stimulate additional market demand for home retrofits across the County by further promoting and socializing the value of energy and resilience investments in the residential sector.

The following section describes the program's key elements: the funding offer, concierge services, centralized web platform, climate-ready pathway plan, and low-carbon resilience awareness and capacity building. The program administrator will be responsible for delivering the concierge services and climate-ready pathway plan, in addition to providing significant input into the development of the centralized web platform. As such, the description of these elements can be used to guide the evaluation of proposals from program administrators should the municipality follow a competitive bid process.

3.2.1 Financing & incentives

The HEET program will offer a mix of financing and incentives which aim to make home energy retrofits and resilience improvements affordable and accessible. At the same time, the financing offer will aim to limit the municipal administrative burden of monitoring LICs over time and protect homeowners from the risk of becoming overleveraged. Figure 3-1 below describes the central benefits and details of the offering.

Figure 3-1: Summary of the program's financing offering



- **Simple and transferable payments.** LICs offer homeowners several advantages. Payments are made easy, with a special assessment tied to the borrowed amount directly integrated into the property tax bill. In addition, because the repayment obligation is tied to the property rather than the homeowner, the outstanding balance may be transferred to a new home buyer at the time of sale. This feature provides flexibility for homeowners who may be considering a move in the near- to medium-term, since they will not have to continue debt payments on a home they no longer reside in or pay it off early. Instead, the energy savings and related payment will accrue to the new owner.
- **Financing between $10,000 and $80,000, not to exceed 10% of the property value.** The HEET program primarily encourages deep retrofits and electrification projects as a way to reduce emissions and energy consumption. While the associated costs can quickly escalate, HEET will accept financing requests as low as $10,000 to accommodate homeowners that prefer simple upgrades or to follow a staged upgrade approach over time. The program's Climate-Ready Pathway Plan can help homeowners map out key moments to make further investments in energy efficiency and resilience, so that they are able to make investments at a pace that works for them (see Section 3.2.4).
- **Features to help homeowners qualify and pay for home retrofits.** The upfront costs of a home retrofit project can be a major deterrent and financial barrier for households. Unlike most private sector financial products, the HEET program's underwriting relies primarily on a homeowner's tax bill history (see Section 4.1 for a full overview). This can help homeowners with difficulty accessing other forms of low-cost financing pay for home energy and resilience upgrades. While broadening access to financing is a key feature of the HEET program, it is equally important to uphold consumer protection measures, drawing from best practices (see Section 3.3). In addition, the program allows participants to draw down on their loan amount before the upgrades have been completed so that they are able to cover any contractor deposits and related fees. This advance disbursement serves to limit interim costs carried by the homeowner until the final Property Owner Agreement is executed. Finally, incentives help to bring down total costs for homeowners, while stimulating market demand (see Section 4.3).

- **Attractive repayment terms.** The HEET program offers competitive interest rates and extended financing terms that generally align with the average useful life of the measures installed, up to a maximum of 20 years. This can help homeowners afford debt payments, as spreading costs over a longer period of time lowers the amount that is due and payable on a regular basis. For energy upgrades, particularly for LMI homeowners, the term length will ideally allow for a 1:1 debt-to-savings ratio or better to be achieved, so that financing costs do not exceed energy bill savings gained from the project. A detailed term sheet is included in Section 4.4.

3.2.2 Homeowner concierge services

The program administrator's concierge team ("Concierge") will offer a variety of services to help homeowners move through the home retrofit process. Specifically, the Concierge will offer technical, financial and practical expertise on energy projects and low- and no-cost resilience improvements, providing participating homeowners with personalized recommendations, guidance, information and other forms of support. The Concierge will also help identify measures which are most cost effective, particularly for LMI homeowners, to help prevent them from becoming overleveraged. Through this hands-on approach, the Concierge will help to overcome common homeowner barriers like knowledge gaps and process complexity, making home upgrades feel more accessible and achievable.

Benefits

The Concierge will support program enrolment and retention, while promoting more comprehensive and high-value retrofits that achieve GHG emission reductions, energy cost savings, and property resilience improvements. By using a third-party program administrator to deliver these services, the County will benefit from the in-house expertise and experience of service delivery firms, while diminishing pressures on municipal resources within the County. Many existing administrators for LIC programs are non-profit organizations and offer high-quality services at a reasonable cost.

Key components

Depending on the agreement in place with the selected program administrator, the Concierge may offer a variety of services to participating homeowners. These can include:

- Providing information about the program, describing the customer journey, and sharing access to relevant resources.
- Providing expert guidance and recommendations on recommended energy, resilience, and other eligible measures that are suited to each home, while considering household preferences and circumstances, the overarching program objectives, and available incentives.
- Helping to identify registered energy advisors and qualified contractors, planning the staging of retrofit work, and evaluating the reports and quotes obtained.
- Pointing to other initiatives (e.g. utility rebate programs) that participating homeowners may benefit from.
- Offering help to directly fill in forms for identified priority groups.

The Concierge may also ask homeowners if they are willing to share data on their energy consumption. Homeowners may access their electricity and natural gas use data through the Green

Button website, a service required by Province via O. Reg 633/21 of the Electricity Act.[16] By asking participants to share this data, in addition to providing a copy of the pre-retrofit EnerGuide evaluation, the Concierge will be better able to advise participants, enhance the Climate-Ready Pathway Plan, and evaluate projects' real impact on household utility bills.

3.2.3 Centralized web platform

A centralized web platform will be an online portal that acts as a "one-stop-shop". It will allow homeowners, as well as the program administrator, County and local municipalities, to easily access, share, and communicate project information in one place. Specifically, homeowners will use the platform to submit all application documents and receive notifications on their file. Behind the scenes, the platform will also allow the program administrator, County and local municipalities to effectively exchange information, store files, and monitor program activity. This will greatly simplify the coordination needed across multiple stakeholders, while offering a streamlined process to participants.

The centralized web platform can serve other purposes as well. It can direct participants to relevant rebate and incentive programs, connect homeowners with the program's Concierge services (e.g. booking a meeting, submitting enquiries), and provide access to local energy advisor and contractor directories. In addition, the platform can support program evaluation efforts by capturing and reporting on collected data, as well as by deploying surveys and utilizing other data collection tools.

Benefits

A centralized web platform will be a valuable tool that can help to address certain homeowner retrofit barriers, including process complexity and fragmented information, due to its simplicity, accessibility, and user-friendly interface. The platform will store all information in one place, so that homeowners can easily make sense of what they need to do next and how to do it, complete forms, submit supporting documentation, and receive communications regarding their application status and any further requirements. At the same time, it can allow local municipalities to upload and share relevant property tax records and other information needed for the third-party administrator to process applications and funding requests.

However, not all homeowners will feel comfortable using an online platform. Therefore, alternative means of communications and advancing through the different program stages will be possible. For instance, accessing and submitting print copies of forms and opting into phone communications will be possible. Ideally, in-person communication will also be feasible.

Key components

The centralized web platform can make the following functionalities available to homeowners:

- **Information and education.** The platform can be used to share information on home energy and resilience retrofits, including the benefits of home retrofits, climate risks and adaptation, and available financing options, to improve homeowner knowledge and understanding. The platform can also share tips on selecting contractors, evaluating quotes, and ensuring quality

[16] Ontario Energy Board. (2024). Green Button.

workmanship. In addition, the platform can be used to promote workshops and information sessions on energy efficiency, resilience, and financing related to home renovations.

- **Process guidance.** As an information hub, the platform can walk homeowners through the program and retrofit process, providing information and resources at each stage of the process. For instance, the platform can connect homeowners with applicable rebates, incentives, and other relevant initiatives, as well as registered energy advisors and qualified contractors to install the homeowner's selected measures.
- **Application forms and submissions:** Homeowners will be encouraged to complete and submit their applications using the online platform. This can help to simplify the application process.

3.2.4 Climate-ready pathway plan

The climate-ready pathway plan will be an individualized plan to help homeowners plan their home upgrades to achieve deep energy and emission savings, as well as property resilience improvements to better withstand climate change impacts. It will consider the age of current heating and cooling equipment in the home, along with other factors such as roof or window replacement schedules, equipment and installation costs relative to expected utility cost savings, and climate change vulnerabilities (e.g. location in a flood zone) to identify key opportunities for the homeowners to install high-efficiency, low-carbon and climate resilient measures that spread costs over time. The climate-ready pathway plan will be based on the pre-retrofit EnerGuide evaluation, available data, and other information provided the homeowner with a view to offer clear and customized retrofit recommendations which explain how a homeowner may stage the installation of different efficiency upgrades, including the cost and timing implications, to achieve net zero home emissions by 2050. It will also describe how to apply a combined efficiency and resilience lens during renovations and identify other relevant property resilience improvements.

Benefits

A climate-ready pathway plan can offer homeowners a way to make sense of complex information to make planning and decision-making easier, and to make envisioning a pathway toward a net zero home possible. It also provides valuable technical recommendations that can make it easier to lead conversations with contractors.

Key components

To prepare climate-ready pathway plans, the program administrator will draw from completed energy audits, the County's flood risk maps, submitted Green Button energy usage data (where possible), and other available data to present the results of different analyses.[17] It may include:

- An optimal cost pathway to achieve net-zero ready standards before 2050, taking into account equipment replacement cycles.
- Vulnerability to different extreme weather events and other climate change impacts (e.g. health risks, property damage).
- The payback period of energy measures and, where applicable, resilience measures.

[17] The plan's analysis of resilience improvements could become more specific and detailed with climate adaptation enhancements (e.g. property climate risk assessment) in future iterations of the program.

- A comparison of the incremental capital costs and long-term energy savings associated with energy measures relative to a one-for-one equipment replacement, taking into account rising energy prices and the carbon tax, to demonstrate its value add and help to address energy poverty.

The plan may also include information that addresses common misperceptions and propose low-cost and no-cost resilience property improvements that homeowners can easily implement.

To effectively communicate this information, the following design principles can help develop a user-friendly report template:

1. **Synthesize information.** The report should provide information that is complete and clear, but succinct (under 6 pages).
2. **Use a compelling format.** The report should present information in a way that is easy to follow and visually appealing.
3. **Tailor information to the target audience.** The report should avoid technical jargon surrounding energy efficiency and climate adaptation projects where possible. Key terms, such as net zero emissions, should be defined. In addition, estimated bill savings and the co-benefits of energy and resilience improvements should be communicated.

Taken together, these elements will help homeowners understand how to gradually improve their home's energy performance and resilience to climate change impacts.

3.2.5 Promotion of low-carbon resilience

Working within the current constraints of the CEF initiative, the HEET program will aim to maximize opportunities to promote greater climate adaptation efforts. This will include not only working with local organizations and homeowners directly to promote greater awareness of climate risks and climate change impacts, but also gradually building increased workforce capacity and expertise in climate adaptation matters. This will help to set the foundational knowledge needed to drive and support climate adaptation action in the community in anticipation of an expected opportunity to unlock more significant capital from GMF for resilience projects in the near future (Section 8.1), accompanied by more flexible CEF program requirements.

Benefits

Climate mitigation and adaptation are both essential to meeting climate goals. While drastically cutting GHG emissions is critical to avoid the worst consequences of climate change, it is important to recognize that climate change will impact our daily lives more and more. Climate change is increasing the frequency, intensity and impacts of extreme weather events, and slow-onset climate events are gradually leading to more severe damages and losses in ways that are interlinked and mutually reinforcing.

By incorporating a climate adaptation lens to the HEET program, homeowners are expected to become more aware of the climate risks affecting their property and to understand simple actions to improve resilience. The program will also help the local workforce deepen their understanding, knowledge, and skills related to the materials and techniques that improve resilience, as a way to encourage them to integrate these considerations into their work more regularly.

Key Components

Property resilience improvements led by homeowners will be encouraged through the HEET program through a variety of means, such as:

- Providing general information on local climate risks, the numerous benefits of adaptation, and what residents can do to improve the resilience of their home and neighbourhood, including easy and DIY low-cost and no-cost measures.
- Circulating targeted materials to properties located within flood zones and other particularly vulnerable areas and communities.
- Recommending property resilience improvements within the program's climate-ready pathway plans prepared for homeowners and through one-on-one calls with the concierge.
- Providing or facilitating access to climate risk and resilience training for local contractors and energy advisors.

Moreover, the HEET program could offer specific resilience measure rebates or incentives to homeowners, as further discussed in Section 4.3.

3.3 Consumer protections

Robust consumer protection measures are critical to the success of a home retrofit program offering financing. They help ensure that a homeowner's investment in energy upgrades delivers on projected benefits, represents good value, and is well-suited to the participant's financial circumstances. It is therefore important that participating homeowners fully understand the cost implications, project risks, and financing details to make a well-informed decision. Without these protections in place, homeowners may be deceived by the program outcomes (e.g. unrealized energy savings) and run the risk of taking on debt they will struggle or be unable to repay. While these risks affect all homeowners, they are particularly salient for low- and fixed-income households, which tend to have less capacity to take on additional debt payments, especially when they are higher than expected.

At the same time, it's important to recognize that vulnerable groups and underserved communities are often the most likely to spend a considerable portion of their income on home energy costs, while simultaneously being the least able to prepare for, and recover from, the impacts of climate change.The HEET program must aim to strike a balance between consumer protections, which prevent homeowners from assuming debt that will cause them undue financial hardship, and flexibility to ensure the program is broadly accessible to the community and able to have a meaningful impact on the County's program objectives. Critically, the program acknowledges that it will not be suited to all homeowners, and that a wide range of solutions are needed to meet the County's emissions targets. HEET should not lend to homeowners who cannot afford payments.

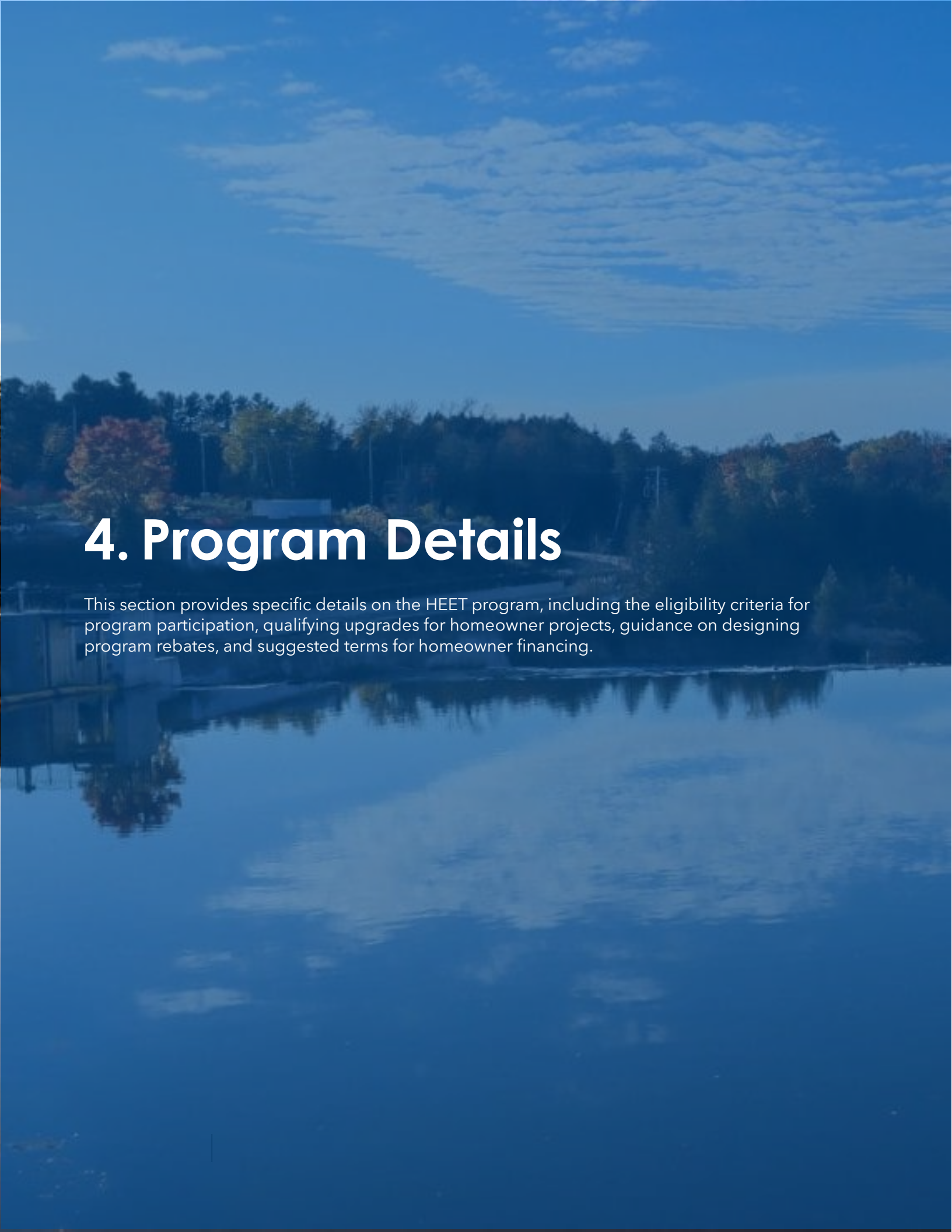
The HEET program includes numerous consumer protection measures including the following:[18]

- **Transparency.** The concierge will convey program disclosures to participants verbally during one-on-one calls with a view to promote an understanding of the implications and risks. This will complement, rather than substitute, written program disclosures. It is important to communicate

[18] A comprehensive list of consumer protection measures, based on best practices for PACE programs, are detailed in PACE Nation's (2021) Residential Property Assessed Clean Energy (R-PACE) State and Local Consumer Protection Policy Principles report.

the program disclosures early on, and to reiterate them within the POA. The POA should clearly state the total amount of the LIC assessment, the total amount the homeowner will pay over the term of the assessment, the fees charged, and the payment schedule. It should also state that failure to pay any outstanding balance could result in foreclosure, and that the assessment may need to be paid off to close a property sale or refinance the home. Finally, homeowners will have a right to cancel the POA up to three days after signing without penalty.

- **Fraud prevention.** During the program's information session, the program administrator will communicate clear marketing and communications guidelines to program delivery partners (Table 8-1) with a view to limit the spread of predatory practices and program misrepresentation. The program's concierge will also verify that the contractor holds all necessary licences and certifications to conduct the work proposed before approving financing requests. The post-retrofit energy audit and Certificate of Completion can both serve to indirectly validate that the upgrades were completed correctly before remitting payment to contractors.



4. Program Details

This section provides specific details on the HEET program, including the eligibility criteria for program participation, qualifying upgrades for homeowner projects, guidance on designing program rebates, and suggested terms for homeowner financing.

4.1 Participant eligibility criteria

To evaluate applications to the program, the HEET administrator will gather required documentation from applicants and perform the necessary checks to confirm the following criteria is respected.

1. The applicant must be the owner of the home in which energy improvements are made.[19]
2. The property must be located in Wellington County.
3. The home must be considered a low-rise residential property three-storeys or less (detached, semi-detached, row housing, similar) and situated on a permanent foundation, with a space heating system and all windows and doors in place, such that it is eligible for an EnerGuide evaluation.[20]
4. The home must be at least 6 months old from the date of occupancy.
5. The applicant should hold at least 20% in home equity.[21]
6. The applicant must be current on property taxes and not have been late on payments in the past three years, or since the purchase of the home if less than three years.
7. Where applicable, the applicant must be current on water bills.
8. The applicant must not be in the process of deferring mortgage payments (deferment or forbearance).
9. The applicant must not be in a reverse mortgage or equity release agreement.

In addition, the program administrator will need to approve the homeowner's program application, planned upgrades, and collected quotes before any work is started and any materials are purchased. A pre- and post-retrofit EnerGuide home evaluation will also be required. Pre-retrofit audits conducted 48 months prior to the homeowner's application submission date will be accepted by the program, provided no major energy upgrades were completed in the intervening period.

As part of the application process, homeowners will need to consent to some information about their project being made public as part of the process, given that Property Owner Agreements (POAs) are presented to, and must be approved by, local Councils. POAs include the address, property owner names, total financing, and yearly repayment.[22] The POA may also require homeowners to sign up for the pre-authorized payment plan option for property tax payments to streamline the process.

For substantial financing requests (to be defined), applicants may be required to provide additional supporting documentation on household income and debt obligations to support the program's underwriting assessment. For instance, this process may include verification that the applicant's Total

[19] While non-owner-occupied properties are eligible, other measures should be implemented and enforced to protect renters from potential rent increases and "renovictions". This could include eviction and affordability covenants registered on land title. For more information on best practices, refer to Kantamneni, A., & Haley, B. (2023). Energy Efficiency in Rental Housing: Policy Mixes for Efficiency, Affordable and Secure Housing.
[20] Natural Resources Canada. (2023). EnerGuide Energy Efficiency Home Evaluations.
[21] If a homeowner's down payment represents less than 20% of the purchase price, mortgage loan insurance is required. However, CMHC and other mortgage lenders do not currently provide permit LICs to be recorded on insured mortgages. Canada Mortgage and Housing Corporation. (2016). CMHC Master Loan Insurance Policy.
[22] The City of Toronto's Home Energy Loan Program can be referenced to access an example of a Local Improvement Charge (LIC) by-law adopted for a qualifying property.

Debt Service (TDS) does not exceed 44%,[23] and that the applicant must not have had any bankruptcies or foreclosures within the past five years.

4.2 Qualifying upgrades

Eligible projects will need to meet baseline project requirements, as well as the criteria for qualifying upgrades. A detailed list of eligible measures is included in Appendix B.

Baseline project requirements

Applicants will need to demonstrate that their financing request meets the following requirements.

1. Financed upgrades include one or more qualifying energy measure.
2. Financing is not used for the installation or replacement of any fossil fuel system.
3. Up to 30% of total approved financing may be directed toward qualifying supporting measures, including climate resilience.
4. Financed measures are consistent with or exceed the minimum energy efficiency standards recommended in the EnerGuide evaluation.
5. Financed upgrades must be completed within 18 months following the execution of the Property Owner Agreement (POA).

The program will also permit DIY upgrades on a case-by-case basis to ensure alignment with the overall program objectives and that the request is reasonable. For instance, certain measures, such as heat pumps and solar PV, must be installed by a qualified contractor and therefore cannot be DIY projects. The applicant will need to obtain written approval from the program administrator *before* proceeding with any purchases or work and provide all receipts for materials at the end of the installation. Homeowners will not be allowed to claim charges for their own time.

Eligible measures

The program will finance energy conservation measures (ECMs) and ancillary costs ("supporting measures"), recognizing that homeowners will, in many cases, incur related costs that fall outside of a strictly defined scope for home energy equipment installation. For instance, some homes may need electrical wiring and service upgrades prior to or in conjunction with the installation of ECMs, while other homes may benefit from mold remediation before further work is completed. In some cases, homeowners may also wish to pair ECMs with minor related renovations for cosmetic or practical reasons, such as replacing the door frame trim and installing doorknobs that exceed industry cost standards. Some discretion is therefore needed to assess the reasonableness of proposed costs, though in general, evaluating costs from a holistic view of the retrofit project will make the process more convenient for participants and the program appear more attractive.

The program will also finance measures which align with the program's overall objectives, including climate resilience. However, because HEET's primary focus is to support energy upgrades that reduce GHG emissions, additional improvements will not be permitted to represent more than 30%

[23] TDS is the percentage of monthly household income that covers housing costs and other debts. A lower percentage indicates that a smaller proportion of household income is being directed to debt payments. To provide a frame of reference, CMHC restricts TDS to 44% for mortgages they insure.

of the total financing request. This cap is consistent with the CEF initiative's requirements for qualifying homeowner projects.

The program Concierge may work directly with homeowners to clarify what energy, resilience and supporting measures are eligible under the program.

4.3 Program rebates and incentives

With the close of the Canada Greener Homes (CGH) grant program, less substantial incentives are currently available for home energy upgrades and resilience improvements. There nevertheless remains multiple incentives which aim to support low- and moderate-income (LMI) households with home energy improvements, including:

- Natural Resources Canada (NRCan)'s Oil to Heat Pump Affordability Program.
- Wellington County's Ontario Renovates pilot programme.
- Enbridge's winterproofing program.
- Save on Energy's Energy Affordability Program.

The next phase of the CGH grant program is also expected to support LMI households.

The HEET program can leverage the capital program grant from the CEF initiative to offer additional rebates and incentives to homeowners in ways that complement these programs. Rebates and incentives can encourage program participation, stimulate demand for specific measures that may be otherwise unpopular, and reduce total project costs for homeowners.

Depending on the County's priority objectives and assessment of market needs, the program's rebates and incentives may be used to achieve different goals, such as:

1. **Incentivizing property resilience improvements**. Incentives could be used to promote specific low-cost and no-cost property resilience improvements. The priority improvements may vary from one local municipality to another, depending on its vulnerability to climate change impacts. Alternatively, certain resilience improvements could be made mandatory to qualify for financing in the program.
2. **Offering targeted supports for LMI homeowners.** In general, LMI homeowners are less likely to participate in, and thus benefit from, a home retrofit program, despite experiencing a greater energy burden and being more vulnerable to the impacts of climate change. Waiving program fees and providing greater retrofit assistance at no cost can help to reach this population group and encourage them to participate. However, careful attention should be paid to avoid duplication with other market offerings. Offering additional incentives and rebates can also help to bring down total financing costs for LMI homeowners, who have a more limited ability and propensity to absorb additional debt. For this same reason, measures that tend to generate sufficient energy savings to offset financing payments should be prioritized for LMI homeowners. By lowering overall housing costs, the County can gradually help to address energy poverty in the community.
3. **Supporting cold climate heat pump adoption.** Cold climate heat pumps offer multiple benefits, such as reducing GHG emissions, lowering home energy consumption, and improving a household's resilience to extreme heat through its cooling function. Program rebates for this equipment could further improve its appeal and stimulate greater demand from homeowners. Over time, this could lead to a larger pool of heat pump installers, increase their expertise (e.g.

right sizing the system, correct placement), and support the conditions needed to make cold climate heat pumps the industry standard.

4. **Promoting deep energy retrofits to significantly cut GHG emissions.** To this end, performance-based incentives structured around relative or total targets (e.g. emissions reduction) can reward participants for more impactful projects, while making them more affordable.

The program's incentives and rebates may vary over time. The program should remain responsive to larger market trends, and continue to tailor incentives to addressing market gaps, given the frequent fluctuations in available program offerings. As an example (and mentioned previously), the CGH grant program recently stopped accepting new applications, announcing it would work towards shifting to a new phase geared to LMI households.[24] Given the changing landscape, it will be important to monitor the available rebates and incentives offered through other programs so that program's own set of rebates and incentives are directed to where it is most needed.

4.4 Term sheet

Table 4-1 below outlines the preliminary terms of the LIC financing offer and are subject to change in the final version, pending further discussion with municipal finance and legal staff, as well as the provisions in an eventual agreement with GMF. Certain elements of the term sheet may also be adjusted throughout the program implementation period to better respond to municipal and homeowner needs.

Table 4-1: Preliminary program term sheet

Terms	Details
Eligible Borrowers and Properties	Homeowners that comply with participant eligibility criteria (Section 4.1)
Eligible Measures	Qualifying upgrades (Appendix B)
Time to Complete Work	18 months from the date of execution of the POA. Extensions of up to 24 months may be granted upon request.
Amount	Minimum of $10,000. Maximum of the lesser of $80,000 and 10% of the home's appraised value. Can cover up to 100% of qualifying measures. Up to 30% of the total financing request may be directed to supporting measures defined in Section 4.2. In the case of consecutive applications to the program, the maximum amount subtracts the outstanding balance of any previous LIC assessments.

[24] Natural Resources Canada. (2024). Canada Greener Homes Initiative – February 2024 Update.

Term	Up to 20-year terms. For amounts less than $20,000, the maximum term is 10 years, and for amounts of $40,000 or more, the maximum term is 20 years. In all instances, the term must be equal to or smaller than the weighted average useful life of the measures approved for the project.[25]
Interest Rate	Fixed interest rate. Basis points to be determined.[26]
Administration Fee	3% of the total financing value, with a minimum of $450.[27]
Advanced Disbursement	One-time advance disbursement permitted, representing the lesser of 50% of the estimated total project value or $20,000, for the purposes of covering contractor fees and related eligible costs.
Payment Frequency	In accordance with the property tax billing cycle and related property tax payment requirements.[28]
Early Repayment	No prepayment penalty. Partial lump sum payments must, at minimum, represent $5,000, and are permitted no more than once per fiscal year.
Collateral	Secured by a special assessment on the property.
Right to Cancel	The homeowner has three days after signing the POA to cancel the agreement entirely without penalty. Some program administration fees may apply.

[25] For a comprehensive list of the estimated useful life of energy measures, see IESO's (2022) Prescriptive Measures and Assumptions List.
[26] The interest rate will be influenced by the interest rate charged on the loan facility with GMF.
[27] As a frame of reference, some R-PACE programs charge a one-time administration fee ranging between 2% and 5% of the total financing amount (e.g. Toronto, Ottawa, Switch PACE).
[28] For added simplicity, the HEET program could require that all participants opt into to the same billing cycle (e.g. quarterly, annually).

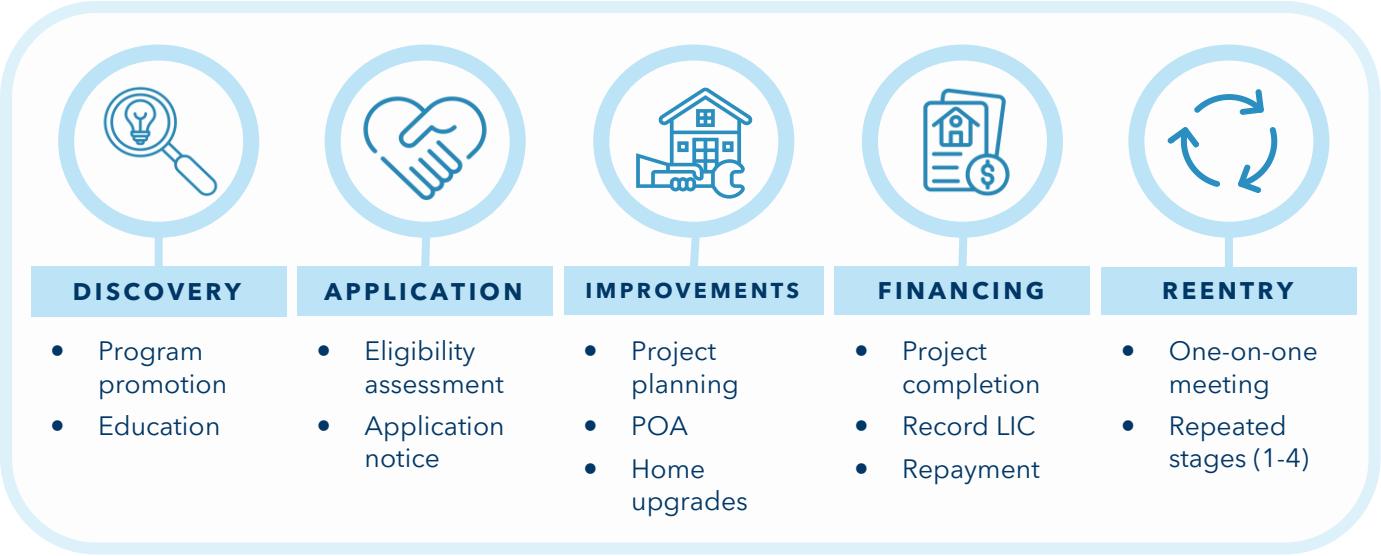


5. Multi-Stakeholder Journey

This section presents the five program stages, distinguishing between the homeowner experience and different delivery activities implicating the administrator, Wellington County, and member municipalities. It also describes the supporting documentation and infrastructure, as well as the internal controls for quality assurance, needed to effectively support each stage.

The HEET program is comprised of five main stages: discovery, application, home improvements, financing, and re-entry, as shown in Figure 5-1 below.

Figure 5-1: Summary of five program stages



The following section details each stage and is structured around the following three elements:

- **Process description.** An overview of the general steps involved in delivery at each program stage, including the homeowner experience, as well as the responsibilities of the program administrator, Wellington County, and local municipalities.
- **Supporting documentation and infrastructure.** A list of the documentation and infrastructure needed to support activities at each program stage.
- **Internal controls for quality assurance.** A description of mechanisms that can be put in place to maintain program delivery in alignment with established policies and procedures.

1. Discovery

During the discovery stage, targeted marketing and outreach strategies will be used to reach eligible homeowners and direct them to available resources that can help them reflect on and plan their home energy upgrades.

Process description

The following steps are carried out at the discovery stage:

- **Program promotion.** The program administrator raises awareness about the program by deploying the marketing and outreach strategy through different communication channels and mediums (see Section 8.2). Interested homeowners learn more about the different considerations surrounding a home retrofit project by exploring the information and features available on the program webpage and by submitting enquiries to the program administrator.

- **Education.** The program administrator promotes the benefits of home energy and resilience upgrades through the program's communications and website, in partnership with different departments within the County and local municipalities, and via trusted local organizations.

Homeowner experience

As part of the discovery stage, interested homeowners consider whether to apply to the program. To reach this decision, homeowners learn about the benefits of home energy and resilience upgrades and gather information about the HEET program services, the overall retrofit process and timelines, LICs, and financing disclosures. For specific enquiries, the homeowner can get in touch with the program administrator through established communication channels.

Program delivery activities

In addition, key program delivery partners are responsible for the following:

- **Program administrator**
  - Develop educational content on home energy upgrade and resilience improvements in partnership with the County and local municipalities.
  - Deploy the marketing and outreach strategy, including promotional materials.
  - Respond to enquiries from homeowners.
- **Wellington County**
  - Help develop and share educational content, adapting it to fit the local context where relevant.
  - Support the deployment of the marketing and outreach strategy.
  - Direct interested homeowners to the program website.
- **Local municipalities**
  - Help develop and share educational content.
  - Support the deployment of the marketing and outreach strategy.
  - Direct interested homeowners to the program website.

Supporting documentation and infrastructure

The documentation needed to support the discovery stage includes:

- Educational content on home energy upgrades and resilience improvements.
- Program marketing and outreach strategy.
- Program marketing content and materials.
- Website content on program offering, processes, and FAQ. A directory of registered energy auditors and guidance on how to vet and work with contractors may also be added.

Internal controls for quality assurance

Key Performance Indicators (KPIs) and supporting tools will help monitor the effectiveness of marketing and outreach efforts, and communications and engagement with homeowners.

2. Application

During the application stage, interested applicants submit an application. If the homeowner meets the program's eligibility criteria, the administrator issues a pre-approval notice.

Process description

The following steps are carried out at the application stage:

- **Eligibility assessment.** Interested homeowners submit a completed application through the program's online portal or by mail. The web portal also provides applicants with updates on the status of their application during the time in which the administrator assesses the application according to the program's eligibility requirements (Section 4.1).
- **Application notice.** The program administrator shares the result of the assessment with applicants. Participants who are pre-approved are given supplementary information to guide their next steps and promote transparency. Participants who do not meet the eligibility criteria are notified of the reason(s) why and are directed to other programs for which they may qualify.

Homeowner experience

As part of the application stage, interested homeowners apply to the program by preparing and submitting an application, attestation and consent form, alongside any other required supporting documentation. The homeowner may be asked to provide additional information or clarification.

Summary of stakeholder activities

In addition, key program delivery partners are responsible for the following:

- **Program administrator**
  - Evaluate applications against the program's eligibility criteria, and request clarifications or additional information where needed.
  - Trigger a request from the local municipality to verify the property tax history and water bill account, where applicable, for each application deemed otherwise eligible.
  - Provide notice to applicants regarding the result of the assessment, along with other relevant information.
- **Wellington County**
  - No direct support at this stage.
- **Local municipalities**
  - Check whether the property tax bill history, as well as the water bill account where applicable, is consistent with the program's eligibility criteria.

Supporting documentation and infrastructure

The documentation needed to support the discovery stage includes:

- Centralized web platform, with an integrated Customer Relationship Management (CRM) tool.
- Final list of eligibility criteria.
- Application, attestation,[29] and consent forms.
- Application notice template.
- Detailed process and procedures, including standard response times.

Internal controls for quality assurance

CRM software can help monitor average timeframes to review applications (from the application to the notice dates), including the number of business days for local municipalities to respond to property tax history and water bill checks. Data on the program's delinquencies and defaults during its implementation period can also be used to assess whether more stringent eligibility criteria is needed.

3. Home improvements

During the home improvements stage, participants prepare for their project by first retaining an energy advisor to conduct a pre-retrofit energy audit. From there, homeowners submit a copy of the report to the program administrator and may request a customized climate-ready pathway plan and to meet one-on-one with the Concierge to gather further information and deepen their reflection on their project. The homeowner collects quotes from qualified contractors and submits their selected options to the program administrator, along with a completed financing request form. This allows the program administrator to prepare the POA, which must be executed before authorizing any financed work on the property. All necessary municipal permits must also be issued before the improvements are started. Homeowners are responsible for notifying their mortgage lenders, if applicable and needed.

Process description

The following steps are carried out at the home improvements stage:

- **Project planning.** To help plan their project, program participants must obtain a pre-retrofit EnerGuide evaluaton to respect the program's eligibility requirements. The evaluation report helps to understand the energy performance of the home and provides a personalized list of recommended upgrades to maximize energy savings. Homeowners then have the option of requesting a climate-ready pathway plan (Section 3.2.4) and working with the Concierge to

[29] The attestation form should ask homeowners to acknowledge that they have read the terms and conditions of the program, confirm that all the information submitted is true and accurate to best of their knowledge and that they have the authority to submit the attestation, and agree to providing timely responses to questions from the program administrator.

select appropriate improvements for their property, while accounting for their personal values and priorities, financial circumstances, and other factors.

- **Property Owner Agreement (POA).** Once homeowners have selected the contractors they'll need for their project, they apply for any required municipal permits and submit a completed financing request form alongside their chosen quotes to the program administrator. Within the form, homeowners have the option of requesting an advance disbursement to cover contractor deposits and related fees. Based on the information collected from the homeowner, the program administrator validates that costs are consistent with the program's criteria for qualifying measures, then prepares the POA. The program administrator shares the POA with the local municipality for final review and signature. As a last step, the program administrator sends the POA to the homeowner for countersignature.
- **Home upgrades.** The program administrator disburses funds to homeowners who requested an advance disbursement (Section 4.4). The contractor proceeds with the quoted home improvements, with oversight from the homeowner.

Homeowner experience

As part of the home improvements stage, homeowners start by hiring a registered energy advisor to complete a pre-retrofit EnerGuide evaluation. Once complete, homeowners submit a copy to the program administrator. Homeowners who are interested in conducting further property upgrades over time can request a customized climate-ready pathway plan. They can also meet one-on-one with the Concierge for advice on what energy conservation measures and resilience improvements are best suited to their property characteristics, personal values and priorities, and other circumstances, and how to find relevant contractors and assess price and quality.

Once homeowners have a clear idea of the scope of their project, they contact different contractors to obtain quotes and select the ones they feel are most appropriate. Homeowners may then work with their chosen contractors to submit any required permit applications to the local municipality for review and approval. An advance disbursement may be provided to homeowners during this process to help cover contractor deposit fees and other costs incurred. Taken together, these supports help homeowners make well-informed decisions about how they invest in their home and help to cover upfront costs.

After homeowners have finished planning their project, a POA must be executed prior to any work being started. To do so, homeowners are required to submit a completed financing request form summarizing the total cost and scope of the project, alongside the quotes from selected contractors. Only once the fully executed POA has been filed with the program administrator can homeowners authorize contractors to start working on their property.

Program delivery activities

In addition, key program delivery partners are responsible for the following:

- **Program administrator**
  - Prepare a customized climate-ready pathway plan based on the pre-retrofit energy audit, energy usage data, and other available information (if applicable).
  - Meet with homeowners one-on-one to discuss their project and next steps.
  - Respond to written or phone enquiries.

- Monitor program files and follow up on any inactive or incomplete applications.
- Process financing documentation and follow up with homeowners and contractors for clarification when needed.
- Prepare and facilitate the execution of the POA by both the homeowner and local municipality.
- Provide advance disbursement (if applicable).
- Work with local contractors to promote an understanding of the program, favour quote transparency, and encourage the integration of resilience into projects as a value-add.

- **Wellington County**
  - Pay invoices to the program administrator.
  - Provide funds to the program administrator to cover advance disbursements and incentives.
- **Local municipalities**
  - Review and sign drafted POA.
  - Issue relevant municipal permits.

Supporting documentation and infrastructure

The documentation needed to support the discovery stage includes:

- Climate-ready pathway plan template.
- POA template.
- Ongoing contractor training materials and Q&A.
- Centralized web platform, with an integrated Customer Relationship Management (CRM) tool.
- Detailed process and procedures, including standard response times.

Internal controls for quality assurance

CRM software can track "inactive" files to identify a need to follow up with homeowners. This allows the program administrator to evaluate whether to close a file or offer support to move the project forward. It also helps monitor average timeframes to prepare climate-ready pathway plans and to review and sign the POA. In addition, the homeowner surveys will offer valuable insights on the quality of the services offered at this stage.

4. Project completion

During the project completion phase, homeowners schedule a post-retrofit energy audit and compile the final documentation needed to obtain their final disbursement. The program administrator evaluates the documentation provided for completeness and supports adjustments to the POA if there is need for a modification to the final financing amount. The program administrator then disburses the remaining balance to either the homeowner or contractor, depending on the agreed upon flow of funds (Section 7.2). In addition, the program administrator helps local municipalities record LICs by preparing supporting documentation (e.g. Council resolutions,

property bylaw,[30] lien registration documentation). Local municipalities remain responsible for reviewing and certifying the LICs, presenting corresponding bylaws to Council, adding the charge to the tax roll, and managing the billing and collections process. To streamline the process, multiple LICs may be batched together and presented on a quarterly basis.

Process description

The following steps are carried out at the project completion stage:

- **Project completion.** Program participants are required to obtain a post-retrofit energy audit and additional documentation, including all invoices, receipts, and a Certificate of Completion that attests the approved retrofit measures having been installed. The compiled documentation is then submitted to the program administrator for review.
- **Record LIC**. With the final financing amount confirmed, and the supporting documentation approved, the program administrator disburses the remaining balance to the homeowner or contractors. The administrator also supports local municipalities effect changes to POAs when needed and prepare the LIC bylaws for benefitting properties. Local municipalities present the bylaw to their Council and record the local improvement rolls in their tax system.
- **Repayment.** Participants make regular payments on their LIC financing through a special charge on the property tax bill. Participants may be required to sign up for a pre-authorized payment plan option for property tax payments to help streamline the collections process. See the term sheet in Section 4.4 for more details on the financing offer. Delinquencies and defaults are treated with the same remedies as uncollected property taxes.

Homeowner experience

As part of the project completion stage, the homeowner undergoes a post-retrofit EnerGuide evaluation, has the contractors sign a Certificate of Completion, and compiles all other required documentation. Once the POA is ready, the homeowner countersigns the document to access the final disbursement needed to remit payment to contractors. Over time, the homeowner repays the outstanding balance through a special charge on the property tax bill. If they move, the homeowner is required to provide notice to prospective buyers that they will inherent the LIC payment obligations.

Program delivery activities

In addition, key program delivery partners are responsible for the following:

- **Program administrator**
  - Verify submitted documentation for completeness, and request additional information and clarification as needed.
  - Draft modifications to the POA (if applicable).
  - Coordinate POA signatures (if applicable).
  - Disburse remaining balance to the homeowner or contractors directly, depending on the established flow of funds.

[30] To reference an example, see the City of Toronto's directory here.

- Draft LIC property bylaw, Council resolution, and lien registration documentation.
- Provide notice of recorded LIC to Wellington County, with a copy of the POA.
- Gather supporting data for reporting purposes.

Wellington County

- Register final LIC amount in tracking tool or software.
- Prepare regular reports to program funder (GMF), with support from the program administrator, to fulfill funding requirements.

Local municipalities

- Certify and sign modified POA (if applicable).
- Pass LIC property bylaw.
- Register lien on title, post on the municipality's website notice of the special charge bylaw in advance of its introduction and after its adoption, and update the tax certificate.
- Record the LIC in the property tax system.
- Oversee billing and collections, including any delinquencies and defaults.

Supporting documentation and infrastructure

The documentation needed to support the discovery stage includes:

- List of required documentation for final disbursement.
- LIC property bylaw template.
- Billing and collections software, with integrated updates if needed.
- Template documentation for notary (lien registration).
- Updated tax certificate template with additional line items to include the full LIC amount, amount payable in the current year, outstanding amounts owing, and a note to reference the bylaw pursuant to which the special charge was imposed.[31]
- Municipal webpage dedicated to posting LIC property bylaws.
- Centralized web platform, with an integrated Customer Relationship Management (CRM) tool.
- Detailed process and procedures, including standard response times.

Internal controls for quality assurance

The homeowner surveys will offer valuable insights on the quality of the services offered at this stage. The program may also conduct virtual or on-site quality assurance checks on a sample of completed projects. The program may opt to make energy usage data sharing required for participation, capturing the home energy performance before the retrofit and in the initial years following the retrofit, to adjust assumptions underlying the energy savings projections shared with program participants. Finally, the program should implement strict protocols for managing personal identifiable information and data security, with semi-regular checks in place.

[31] These disclosure provisions are borrowed from the City of Toronto's By-law 587-2022.

5. Program re-entry (optional)

During the program re-entry stage, previous program participants are invited to consider additional home energy and resilience upgrades with support from the HEET program. This provides interested homeowners with an opportunity to continue on the roadmap set out by their customized climate-ready pathway plan, thus helping to build and maintain a positive long-term relationship with them.

Process description

The following steps are carried out at the program re-entry stage:

- **One-on-one meeting.** The program administrator offers a one-on-one meeting with each homeowner to revisit their climate-ready pathway plan and discuss their current circumstances and priorities. This personalized engagement can help motivate homeowners to seriously reflect on investing in further property improvements.
- **Repeated stages.** Homeowners interested in moving forward will prepare an application and move through the program stages anew. Certain steps may be more streamlined. For instance, if the pre-retrofit energy audit is still valid, the homeowner may be able to skip this requirement. In addition, the POA may be modified, rather than fully re-drafted, provided it has not yet been dissolved.

Homeowner experience

As part of the program re-entry stage, former participants receive follow up communications from the program, inviting them to consider additional home energy upgrades and resilience improvements using the climate-ready pathway plan as a starting point for reflection. The homeowner meets with the program concierge to discuss the opportunity further.

Program delivery activities

In addition, key program delivery partners are responsible for the following:

- **Program administrator**
  - Monitor the CRM to identify homeowners to re-contact.
  - Send out communications to encourage homeowners to undertake additional home energy and resilience improvements and to re-enter the program for support, technical guidance, and access to LIC financing.
  - Disclose program re-entry terms and conditions.
  - Meet one-on-one with interested homeowners to review their climate-ready pathway plan, discuss their current circumstances and priorities, and advise them on the process to re-enter the program.
- **Wellington County**
  - No direct support at this stage.
- **Local municipalities**
  - No direct support at this stage.

Supporting documentation and infrastructure

The documentation needed to support the discovery stage includes

- Description of disclosures and terms for program re-entry.
- Stored climate-ready pathway plans.
- Centralized web platform, with an integrated Customer Relationship Management (CRM) tool.
- Detailed process and procedures, including standard response times.

Internal controls for quality assurance

Key Performance Indicators (KPIs) and supporting tools will help monitor the effectiveness of communications and engagement with homeowners.

6. Uptake and Impacts

This section outlines the projected program uptake, impacts and co-benefits. The estimates are based on results from Dunsky's proprietary financing program model, informed by available costing information, uptake data from other jurisdictions, and building archetypes representative of common housing types in the community. A sensitivity analysis with three uptake scenarios is shown to demonstrate a range of program possibilities under different conditions. Further details on the financing program model are provided in Appendix C

6.1 Estimated participation rate

Based on the modelling results of different uptake scenarios, the program is expected to support **up to 515 participants within the first four years of operations,** reaching a cumulative total of 1,280 homes by year 10 (Table 6-1). This would represent 5.7% of the total eligible housing stock (22,487 dwellings). The preliminary budget and impact estimates are built around the 'medium' scenario.

Table 6-1: Estimated uptake, Wellington County[32]

Uptake Scenario	Average Annual Uptake		Total Cumulative Uptake	
	Years 1-4	Year 1-10	Years 1-4	Years 1-10
Low	10	10	40	100
Medium	**66**	**66**	**264**	**660**
High	128	128	512	1,280

Table 6-2 and Table 6-3 provide an approximate breakdown of the total and average homeowner uptake within each member municipality, respectively, based on local population size. The moderate scenario suggests that the program will support 6-7 projects annually in most member municipalities, and up to roughly 20 projects in Centre Wellington, over the initial four-year program implementation period. Note that these estimates account for the persisting split incentive barrier for rental properties (non owner-occupied),[33] a notoriously difficult challenge to reconcile.

Table 6-2: Estimated uptake by municipality, cumulative over first 4 years

Uptake Scenarios - First 4 years (Cumulative)	Township of Centre Wellington	Guelph/ Eramosa Township	Township of Wellington North	Town of Erin	Township of Mapleton	Town of Minto	Township of Puslinch
Low	12	6	4	6	4	3	4
Medium	**77**	**41**	**29**	**38**	**27**	**23**	**28**
High	150	80	57	74	53	44	54

Table 6-3: Estimated uptake by municipality, yearly average for first 4 years

Uptake Scenarios - First 4 years (Yearly)	Township of Centre Wellington	Guelph/ Eramosa Township	Township of Wellington North	Town of Erin	Township of Mapleton	Town of Minto	Township of Puslinch
Low	3	2	1	1	1	1	1
Medium	**19**	**10**	**7**	**10**	**7**	**6**	**7**
High	37	20	14	19	13	11	14

[32] Some totals may not add up exactly due to rounding.
[33] Split incentives often occur in rental properties, as landlords who incur the expense of energy upgrades tend not to accrue the benefits – including improved comfort and energy cost savings – which would help to offset and justify the cost of their investment.

Program uptake could exceed projections if there is substantial pent-up demand, if existing programs sunset, and if other initiatives that further drive demand for home energy and resilience improvements are introduced at the local, provincial and federal levels in the coming years. The HEET program is also expected to indirectly increase retrofit activity outside of the program by motivating homeowners to undertake energy and resilience improvements through other financing options (e.g. savings, home equity loan), as the local retrofit ecosystem becomes more established, and as residents become more aware and familiar with the associated benefits.

6.2 Environmental impacts

Based on the projected uptake for the program, Table 6-4 and Table 6-5 describe the estimated energy and GHG savings stemming from home retrofits completed through the HEET program, respectively.

Table 6-4: Estimated Energy Savings (GJ)[34]

Uptake Scenario	Average Annual Energy Savings		Total Cumulative Energy Savings	
	Years 1-4	Year 1-10	Years 1-4	Years 1-10
Low	2,075	4,565	8,300	45,655
Moderate	**13,600**	**29,925**	**54,410**	**299,260**
High	26,340	57,950	105,365	579,500

Table 6-5: Estimated GHG savings (tCO_2e)

Uptake Scenario	Average Annual GHG Savings		Total Cumulative GHG Savings	
	Years 1-4	Years 1-10	Years 1-4	Years 1-10
Low	110	245	450	2,460
Moderate	**520**	**1,140**	**2,080**	**11,420**
High	1,020	2,250	4,085	22,470

While the HEET program will play a role in meeting the County's climate action objectives, a variety of other policies, regulations and initiatives – both carrots *and* sticks – will be needed to achieve net zero emissions across the existing housing stock by 2050.

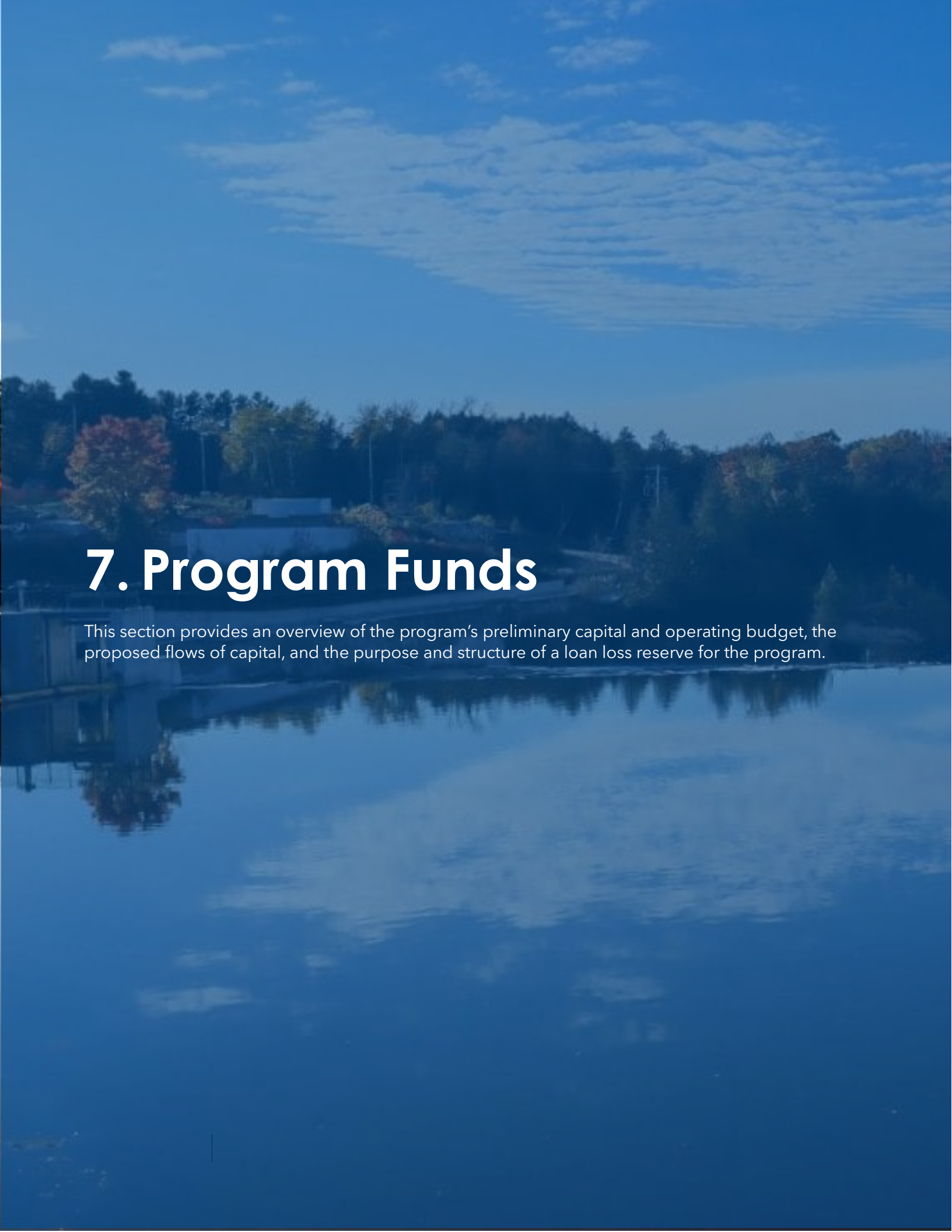
[34] Some totals may not add up exactly due to rounding.

6.3 Program co-benefits

The program will generate multiple co-benefits, in addition to supporting the County's GHG, energy and resilience objectives. Some of the expected community benefits resulting from the program's direct and indirect impacts include:

- Reduced rate of energy poverty across the County.
- Reduced pressure on the grid from reduced energy consumption.
- Increased economic activity (e.g., jobs created).
- Improved homeowner comfort and conditions for aging in place.
- Improved health and safety (e.g., better air quality, less moisture and mold issues).
- Increased home values.
- Increased supply of housing – provided the program is paired with other strategies to promote and facilitate the creation of secondary suites.

This program will also allow the County to be well positioned to support residents meet future and growing pressures to undertake energy and resilience upgrades, as well as expand to target commercial and multifamily buildings.



7. Program Funds

This section provides an overview of the program's preliminary capital and operating budget, the proposed flows of capital, and the purpose and structure of a loan loss reserve for the program.

7.1 Preliminary budget

To capitalize the HEET program, the County intends to apply to the Community Efficiency Financing (CEF) initiative offered by the Green Municipal Fund (GMF) (description in Section 2.1). The following high-level estimate of the program's operating and capital needs is intended to help the County prepare its application to the CEF initiative and secure the required funding commitment from Council, assuming the program is awarded funding from GMF. It will also support the County's regular budget planning for the year ahead.

Table 7-1 shows the estimated funding needed to administer the program during its first four years of operations, and
Table 7-2 shows potential contributions from different parties and revenue sources, noting that the CEF initiative requires that a portion (20%) of the program's total eligible costs be covered by non-GMF sources. While it is the applicant's responsibility to secure these funds, the matching contribution may be committed by any number of external parties, and therefore do not necessarily need to be entirely covered by the County.

Table 7-1: Preliminary HEET program budget

Program Expenditures	Year 1[35]	Year 2	Year 3	Year 4	Total
Operation costs	$712,200	$432,800	$332,800	$452,800	$1,930,600
Fee subsidy for income qualified households	$5,595	$5,595	$5,595	$5,595	$22,380
Program incentives	$544,680	$544,680	$363,120	$363,120	$1,815,600
Loan loss reserve	$45,100	$45,100	$45,100	$45,100	$180,400
Homeowner financing	$2,576,300	$2,576,300	$2,576,300	$2,576,300	$10,305,200
Total expenditures	**$3,883,875**	**$3,604,475**	**$3,322,915**	**$3,442,915**	**$14,254,180**

Table 7-2: Sources of funding to cover the program budget

Sources of Funding	Year 1[18]	Year 2	Year 3	Year 4	Total
County (loan capital)	$676,410	$676,410	$676,410	$676,410	$2,705,640
Application fee	$37,600	$37,600	$37,600	$37,600	$149,200
GMF (grant)	$1,270,275	$990,875	$709,315	$829,315	$3,799,780
GMF (loan)	$1,899,890	$1,899,890	$1,899,890	$1,899,890	$7,599,560
Total funding	**$3,883,875**	**$3,604,475**	**$3,322,915**	**$3,442,915**	**$14,254,180**
% loans in grant (GMF)	67%	52%	37%	44%	50%
% covered by non-GMF sources	18.4%	19.8%	21.5%	20.7%	20.0%

The final estimates for the budget are based on the moderate scenario. During the program's 4-year implementation period supported with GMF funding, HEET will support an estimated 265 home

[35] Year 1 includes the program start-up and the first full year of the program.

retrofits. The estimated start up and operating costs are shown in Table 7-3, and the administrative cost breakdown is described in further detail within Table 7-4.

Table 7-3: Estimated program operating budget

Operating budget	Start up	Year 1	Year 2	Year 3	Year 4	Total
1. Administration costs* (see Table 7-4 for breakdown)	$213,000	$116,870	$154,870	$64,870	$184,870	$734,480
2. Wellington staff time	$56,250	$112,500	$112,500	$112,500	$112,500	$506,250
3. Contingency on Wellington staff time	$28,125	$56,250	$56,250	$56,250	$56,250	$253,125
4. Marketing and communications	$20,000	$30,000	$30,000	$20,000	$20,000	$120,000
5. Compensation to municipalities for file administration[36]	$0	$52,800	$52,800	$52,800	$52,800	$211,200
6. Contingency on municipality file administration	$0	$26,400	$26,400	$26,400	$26,400	$105,600
Sub-total (items 1-6)	**$317,375**	**$394,820**	**$432,820**	**$332,820**	**$452,820**	**$1,930,655**
7. Loan loss reserve	$0	$45,100	$45,100	$45,100	$45,100	$180,400
8. Income-qualified rebates and other incentives	$0	$550,275	$550,275	$368,715	$368,715	$1,837,980
Total expenditures	**$317,375**	**$990,195**	**$1,028,195**	**$746,635**	**$866,635**	**$3,949,035**

Table 7-4: Administrative cost breakdown (as part of the operating budget)

Administration costs	Start up	Year 1	Year 2	Year 3	Year 4	Total
1. Program setup	$40,000	$0	$0	$0	$0	$40,000
2. Web portal setup/ update	$18,000	$7,000	$7,000	$7,000	$7,000	$46,000
3. Energy auditor and contractor capacity building	$20,000	$30,000	$50,000	$0	$0	$100,000
4. Program administrator services[37]	$0	$54,870	$54,870	$54,870	$54,870	$219,480
5. Program evaluation (external consultant)	$0	$0	$10,000	$0	$100,000	$110,000
6. Contingency **(**items 1-5**)**	$10,000	$25,000	$33,000	$3,000	$23,000	$94,000
7. Legal fees for agreement with financial partner	$45,000	$0	$0	$0	$0	$45,000
8. Legal fees for agreement between County and member municipalities	$30,000	$0	$0	$0	$0	$30,000
9. Contingency on legal fees (items 7-8)	$50,000	$0	$0	$0	$0	$50,000
Total costs	**$213,000**	**$116,870**	**$154,870**	**$64,870**	**$184,870**	**$734,480**

[36] This item will depend on further fees assessment and negotiation with member municipalities.
[37] Items 1 to 4 should be included in the program administrator offering package.

The tables above are generally based on conservative assumptions. Actual costs will vary depending on the final program design established during the start up phase, as well a range of other variables, such as third-party costs for program administration, software, marketing and outreach activities. Monitoring program activity and expenditures will help inform any decisions to make program adjustments and reallocate funds as needed throughout the implementation period.

GMF is expected to provide most of the funds needed to support the program through the initial start up period and first four years of operations. After GMF's funds have been fully expended, an alternative capital provider will need to be identified, and the revenue streams will need to be adjusted to account for operating costs no longer covered by the GMF grant (e.g. increased participant fees, reduced incentives).

Alternative sources of capital include:

- **County funds**, such as from municipal reserves. However, the County may wish to minimize the impact on its tax base, debt servicing limits, and municipal cashflow to the extent possible, in order to reserve some of its internal funds and borrowing capacity to inject in other priority capital projects.
- **Private capital** from financial institutions, such as local credit unions, chartered banks, and other potential capital providers. In most instances, the program's potential financial partners are expected to set minimum drawdown amounts. This means the program will need to make best efforts to generate great enough financing volumes to ensure borrowed funds are passed through to homeowners within a given amount of time. Other financial instruments, such as sustainability-linked bonds, may be considered as part of a larger portfolio of municipal capital projects.

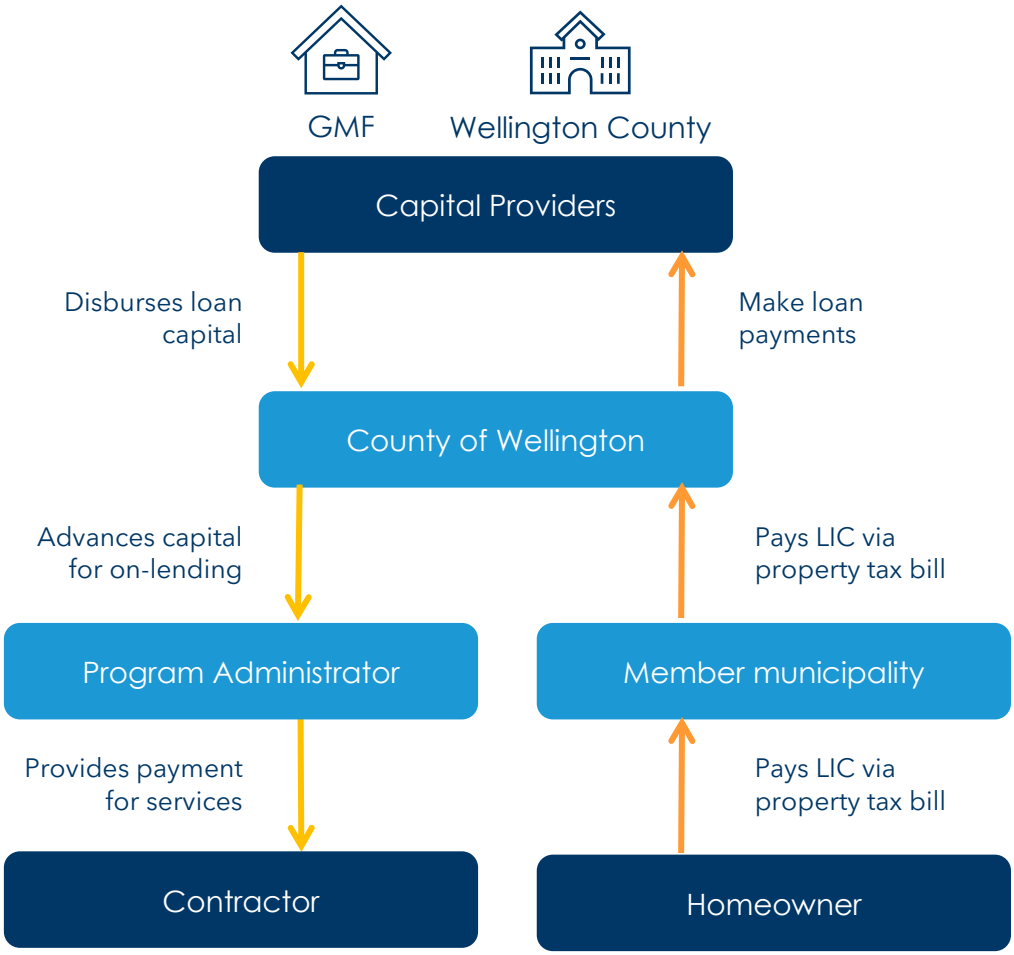
The County will also need to identify new revenue streams to cover the program's operating costs when the program transitions away from its dependence on CEF's grant contributions. This could include:

- Increasing program participation and/or financing fees.
- Adding fees for services that were previously free (e.g. Concierge).
- Relaxing some of the program eligibility criteria to increase participation volumes (e.g. render the EnerGuide home evaluation optional).
- Sharing costs and risks with other jurisdictions led by a common program administrator. This approach can leverage efficiencies of scale.
- Evaluating program processes to identify potential areas for efficiency gains.
- Providing municipal contributions to cover a portion of administration costs. For instance, it could draw from an internal green revolving fund dedicated to supporting the County's climate action initiatives.

7.2 Capital flows

Figure 7-1 below illustrates the capital flows between key program actors. Some adjustments to this flowchart may be warranted once agreements with all relevant parties have been put in place. Outflows (disbursements) are shown in yellow, with inflows (payments) in orange.

Figure 7-1 Simplified capital flow diagram



Direct payment to contractors

Most LIC programs are structured such that funds are disbursed to participating homeowners for remittance to contractors. However, a more streamlined approach would place the onus to pay contractors on the program administrator, rather than the homeowner. While not all program administrators offer this service, this approach allows for a more direct flow of capital so that the borrowed funds pass through fewer changes of hands (Figure 7-1). It alleviates some of the administrative burden for homeowners, while also mitigating the risk that homeowners are made to access temporary funds to cover contractor payments while they await their final program disbursement. Whatever approach is selected will ultimately need to be validated during the start up phase of the program through consultation with the retained program administrator.

The following table outlines some of the strengths and shortcomings of this more direct approach to contractor payments.

Table 7-5: Strengths and shortcomings of a direct contractor payment structure

Strengths	Shortcomings
Enhances the homeowner experience. Homeowners are not responsible for managing large sums of money.	**Increased administrative complexity.** Direct contractor payments create additional responsibility for the program administrator and can become particularly complex on projects involving multiple contractors.
Reduces the risk of misuse of funds. This approach ensures that borrowed funds are directed to home improvements, rather than other uses.	**Limited administrator choices.** Few experienced LIC administrators currently offer this service. If made a procurement requirement, fewer organization will be able to present a bid.

7.3 Loan loss reserve

A Loan Loss Reserve (LLR) is a credit enhancement tool where a pool of funds is set aside to cover a portion of losses incurred by lenders from homeowner financing defaults. The balance of the LLR fund may fluctuate as the balance of outstanding loans changes, since deposits are held until loans are repaid by the borrower (in this case, homeowners). In the event of default, lenders can apply to the LLR fund to be made whole for a portion of their demonstrable losses. Risks are shared between both parties as the LLR only covers a portion of losses. The LLR can also be authorized to invest the funds set aside in an interest-bearing account.

Many capital providers still require borrowers to carry a LLR due to the relative novelty of using LICs for energy efficiency purposes within Canada, resulting in perceived market uncertainty. While the program isn't expected to transition to a private capital provider until the end of the first four-year implementation period, CEF funds used to establish a LLR at the onset of the program may remain with the County after this initial period has ended.

A LLR may also be leveraged by the County to negotiate preferential terms with any future financial partners. It can help to secure below-market interest rates, expand underwriting criteria to homeowners with lower credit scores, lock in longer term lengths and amortization periods, increase maximum loan amounts, and access other benefits for participating homeowners.

LLRs may also help build acceptance from mortgage lenders, many of whom are currently reluctant to permit LICs on covered properties due to its priority lien status, as well as the risk of contributing to or triggering foreclosures. The LLR offers an alternative to a foreclosure and tax sale process in the event of default, and the drawdown amount is limited to the outstanding loan balance and based around a given set of LLR parameters.

In light of the benefits of LLRs, the preliminary program budget (Section 0) accounts for the establishment of a LLR equivalent to 5% of the total loan portfolio. This 20:1 capital to LLR leverage ratio is expected to be sufficient to satisfy the needs of the County and private capital providers, given the inherent security of LICs.

8. Program Implementation Plan

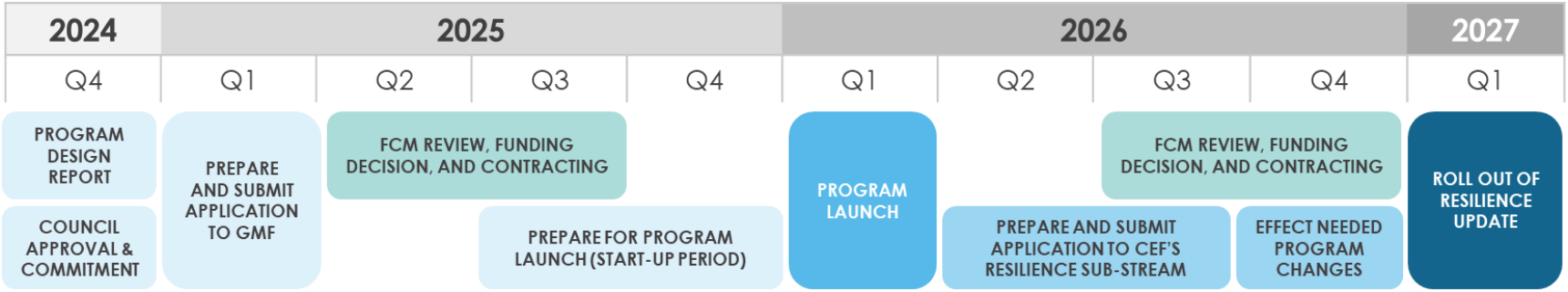
This section maps out a near-term plan to prepare for program implementation. It includes a timeline leading up to program launch, as well as series of required start up tasks. It also describes the roles and responsibilities of the different stakeholders that will support program delivery.

8.1 Program launch timeline

Based on the approximate timeline to program launch shown in Figure 8-1, the program's expected launch date falls in early 2026. Following the start-up period, the County is expected to continue receiving funds from GMF for up to four years, after which time alternative sources of revenue and capital will need to be secured.[38]

In addition, GMF is expected to open a new resilience sub-stream within the CEF initiative that will help municipalities enhance the available financing and services that support climate adaptation efforts in the residential sector. Assuming the details of the sub-stream will be announced in late 2025, the County may propose to refine certain elements of the program design to pursue this funding opportunity, with a view to make additional financing available to homeowners for property resilience improvements one year following program launch.

Figure 8-1: Illustrative program timeline



This timeline also assumes that the County will be comfortable incurring costs prior to funding confirmation from GMF. The CEF initiative allows costs incurred following the full application date to be reimbursed, provided the program is awarded funding. Following this approach would allow the County to continue advancing efforts to prepare for program launch with less delay, as GMF's review and contracting process can last over a year.

[38] As an example, after Ottawa's Better Homes program was fully subscribed, it transitioned to a model that leverages private capital. To cover its operating expenditures, it rolled out a new fee structure for program participants.

8.2 Start up plan

Once the County has submitted its funding application to GMF and is ready to move forward, several tasks must be completed to prepare for program launch. The start up period will be shaped by close collaboration between the County and member municipalities, as well as the program administrator once retained. The following section provides a high-level overview of these activities, which include but are not limited to:

1. **Council and funding commitment**. The County will need to secure Council endorsement and the requisite funding commitment to fulfill application requirements to the CEF initiative (see the callout box below). In addition, local municipalities will need their own Council approval to participate in the program and adopt relevant legislation prior to launch. The County can support local municipalities with this effort.
2. **Application to GMF's CEF initiative**. The County will need to prepare an application to GMF's CEF initiative in order to fund the majority of operating costs and capitalize the program during the program's start up period and initial implementation years.
3. **Resourcing**. The County will need to retain a program administrator through a process consistent with its procurement policies. The County will also need to re-engage with different municipal teams, both within the County and the member municipalities, to notify them of the activities they will be responsible for during the start up period. This will help to firm up the internal and external resourcing plan, while providing municipal staff with some lead up time to arrange their future workload and projects to accommodate the needs of this special project.
4. **Legal and financial activities**. The County will work with a lawyer to draft a LIC bylaw template, which will need to be shared with and adopted by the member municipalities. The County will also work with its finance team and the member municipalities to finalize the program's term sheet and work out the processes and procedures to store and share data, transfer funds, monitor the performance of LICs, and conduct budget reconciliations on a regular basis. An agreement between the County and member municipalities will be required to set out the terms of the program. In addition, the County will lead efforts to establish a Loan Loss Reserve account and communicate the terms and conditions to member municipalities.
5. **Program infrastructure**. Working with the program administrator and other third parties, the County will need to establish the program's backend infrastructure (e.g. CRM, centralized web platform) and website. This step may require a significant investment of time to ensure all software is well customized to the needs of the program.
6. **Delivery partner engagement**. The County, local municipalities and program administrator will need to work together to finalize the program's various processes and procedures, create alignment, and offer training and support. In addition, the County will need to work with local energy auditors, relevant contractor firms, and other potential program delivery partners (e.g. local environmental organizations) to communicate the details of the program and enhance understanding of home resilience improvements.
7. **Marketing and outreach strategy**. The program administrator will be responsible for developing a complete marketing and outreach plan for the program, leveraging its previous experience. The administrator will also be responsible for producing promotional and website content and materials.

The following section elaborates on these seven key start up tasks.

1. Council and funding commitment

Approval from the County's Council is needed to proceed with a capital program application to GMF and to secure the required matching contribution representing 20% of total eligible costs (Section 0). At the same time, the Council resolution may also request delegating authority to one or more designated municipal staff (e.g. CFO) for the purposes of negotiating and executing a funding agreement with GMF, negotiating and executing a service agreement with the retained program administrator, entering into an EnerGuide data sharing agreement with Natural Resources Canada, and creating a LLR account and transfer funds in and out of the account as needed.

In addition, member municipalities will need their own Council approval to participate in Wellington County's HEET program. The resolution may also aim to set up provisions that clarify and streamline approval processes during program implementation. For instance, the Council resolution may specify the authorization of specific staff to countersign POAs, certify the local improvement rolls and ongoing collections, add the special charge to the tax roll in the quarter or year in which it becomes payable, and to regularly submit bills to impose the special charge on participating properties. The County and program administrator (once retained) can support this effort by describing the overall program and drafting comprehensive resolutions for local Councils.

GMF funding and required contribution

Through the Community Efficiency Financing (CEF) initiative, GMF offers funding to cover up to 80% of total eligible costs across the combined operating and capital budget. GMF may provide a loan of $10M to cover capital expenditures and up to $5M grant for start-up and operating costs. The grant cannot make up more than 50% of the approved loan amount or exceed the total start-up and operating costs.

To demonstrate to GMF that the County has some "skin in the game," the County is required to secure the remaining funds from internal resources (e.g. municipal reserves, staff time) or identify other sources of funding (e.g. provincial or utility grant) to make up the 20% of funding contribution.

2. Application to GMF's CEF initiative

Preparing a capital program application to the CEF initiative requires extensive documentation. The County will need to demonstrate that HEET is a municipal priority and aligns with existing plans and strategies, provide evidence of consultation with the Province, provide a detailed budget, and identify all sources of program funding. Because the CEF initiative's funding award process is competitive, the application should also emphasize the program's innovative features.

While preparing the funding application to GMF, the County will need to:

- **Finalize the program budget.** Through further discussions with the program administrator, equity experts, and finance teams across both municipal tiers, the County will need to finalize its decision about the nature of the municipality's contribution (currently shown as capital in Section 0), an appropriate compensation framework for member municipalities, and the specific structure of the program's incentives. See section 4.3 for high-level direction on some of the types of approaches, measures, and population groups that the County may choose to support with the program's rebates.
- **Prepare application documents.** The CEF initiative requires applicants to undergo a pre-application process to confirm eligibility before submitting a full funding application. The pre-application process is relatively short and straightforward, whereas the full application will require preparing a more complex and lengthy application form and project workbook, as well as compiling all required supporting documentation.

GMF has communicated that the CEF initiative is expected to sunset in 2026. As such, the County must continue to advance through CEF's application stages within the next one to two years in order to fully take advantage of this funding and capacity building opportunity.

3. Resourcing

To deliver the HEET program, the County will need to allocate the appropriate resources, clarify roles and responsibilities, and ensure adequate staffing both internally and externally.

- **Designate a County program lead**. Once the County receives confirmation of funding award (or earlier, depending on the County's tolerance for risk), the County can begin to undertake the activities needed to prepare for program launch. To do so, dedicated staff will need to be assigned to lead and coordinate activities during the program start up, implementation and evaluation processes. The program lead will need adequate allocated time and resources to successfully deliver on their responsibilities.
- **Retain a third-party program administrator.** The County will need to enter into a service agreement with a qualified third-party program administrator. To help select an appropriate partner, a thorough review of the program's roles and responsibilities should be conducted in consultation with affected municipal departments. The firm retained may impact the flow of funds currently envisioned in Figure 7-1, depending on their disbursement capabilities.
- **Engage other affected municipal staff.** While the program administrator will take on much of the program's day-to-day responsibilities during implementation, the program lead will need to work closely with relevant municipal staff both within the County and member municipalities during the start up period in order to share information on the program, collect input, delegate tasks, and support training efforts on program processes and related activities.

  Some municipal staff members offer valuable support and expertise that can help to effectively set up the program (e.g. Building Services), while others will be essential to the program's ongoing operations (e.g. Finance, Climate Change and Sustainability). They will thus need to clearly understand their roles and responsibilities. Staff consultation will serve to uncover potential hurdles to address prior to program launch, and to better understand staff needs and preferences when developing detailed processes and procedures. The specific delivery roles and responsibilities of municipal staff are described in Section 8.3.

4. Legal and financial activities

Member municipalities will need to adopt a LIC bylaw. The exact terms for the participant term sheet, as well as the flow of funds and reporting requirements, should also be clarified.

- **LIC Bylaw Adoption.** Provincial legislation requires Ontario municipalities to adopt a local bylaw which permits LICs to be used for home energy efficiency and resilience improvements on residential properties. As such, each member municipality will need to adopt a local LIC bylaw to authorize the HEET program. The County's retained legal staff, with specialized support if needed, should draft the bylaw to mitigate the legal burden for member municipalities, while ensuring consistent wording across the County.

  As a starting point, the County can refer to LIC bylaws developed by other Ontario municipalities operating similar programs. The municipalities' draft bylaw should then be reviewed by a legal expert to ensure correct interpretation of the Ontario regulation governing LICs (O. Reg 586/06) and offer a complete understanding of its legal implications.[39]
- **Finalize the Term Sheet.** Once the terms of the funding agreement with GMF have been established, the County will be able to finalize the program's term sheet, since the two are closely connected. The County should consider extended financing terms to lower program payments for homeowners, provided they remain reasonable and do not exceed the average estimated useful life of the measures installed. In addition, the interest rates offered to homeowners may be set in relation to the County's interest rate on the loan facility with GMF and any other borrowed funds in order to cover the County's cost of borrowing.
- **Financial Reporting.** The County will need to coordinate with GMF, member municipalities, and the program administrator to finalize the program's capital flows, fee structure, and reporting requirements. For instance, the program administrator may remit payment directly to contractors to further simplify the process for homeowners and minimize delays. Incentives may also be disbursed to homeowners by the administrator or the County, or directly applied to LICs to reduce total financing amounts at the outset. Additionally, the County and member municipalities will need a clear understanding of the approach to transfer LIC payments, store and share financial and other data, and conduct regular budget reconciliations. Further internal discussion is needed to reach a final decision on these items.
- **Establish a LLR.** The County may use GMF funds to establish a LLR with third party legal support. A LLR serves to mitigate homeowner default risk and promote greater confidence from mortgage lenders and private capital providers. While similar LIC programs have historically had very low default rates (less than 1%), and municipal remedies are robust given that LICs hold a priority lien status on the property, LLRs can help protect municipalities from the cost, complexity, and reputational risk associated with triggering a tax sale in the event of payment default, while reducing financial risk concerns from mortgage holders. The terms of the LLR, including the loss coverage rate and description of eligible withdrawals, require further reflection and may need to align with GMF funding requirements.

[39] Examples include the City of Peterborough's By-law Number 24-065 and the City of Guelph's By-law Number (2024) – 20927.

Impact on the Municipal Debt Ratio

Ontario PACE financing programs are expected to have little to no impact on the municipal debt ratio and are generally treated as a passthrough, provided the municipality receives and disburses the program's capital from a dedicated, single-purpose account. Only the outstanding account balance should impact this ratio.

To avoid carrying a large outstanding balance, the County should aim to draw down only the funds needed to cover projected retrofit activity within a given timeframe. Moreover, negotiating with the program's capital provider to access smaller, more frequent disbursements can help to mitigate this risk.

5. Program infrastructure

To support program operations, HEET will require the following backend infrastructure and systems. Coordination with the selected program administrator is recommended as they may already have some of these items in place.

Lead	Infrastructure/systems	Status
Program oversight		
Administrator	• Centralized web platform, with an integrated CRM tool.	To be lightly customized
	• Secure file sharing platform to send and receive files from program internal delivery agents and program participants.	To be set up
	• Integrated data collection tools.	To be developed
Program capital		
County	• Processes and software to manage loan facility with GMF (draw down, repayment, etc.), in addition to paying invoices from third parties and advancing capital and incentives to the program administrator.	In place
	• Monitor LIC payments and lead budget reconciliations.	To be developed
	• Collect LIC payments by requisitioning member municipalities.	In place
	• Establish and monitor the Loan Loss Reserve to backstop qualifying losses.	To be developed
Local municipalities	• Software to add local improvement rolls to the tax bill, generate amortization schedules and financing statements, process prepayments, and monitor LICs over time.	To be updated where needed

Lead	Infrastructure/systems	Status
Program delivery		
County	• Municipal webpage dedicated to posting LIC property bylaws.	To be developed
Program administrator	• Directory of registered energy auditors.	To be developed
Third party firm	• Create and update program website.	To be developed

6. Delivery partner engagement

The County, local municipalities, and program administrator will need to work together to finalize the program's various processes and procedures, create alignment, and offer training and support to staff. In addition, a variety of industry actors will be critical to the program's success. They can help promote the program, support program delivery, and ensure alignment and coordination across program messaging and offerings. As such, the County will engage with, and enter into agreements where needed (e.g. funding, MOU), with key delivery partners. These including the following.

Table 8-1: Responsibilities of key program delivery partners

Delivery partner	Responsibilities
Natural Resources Canada	• Provide access to EnerGuide house files. • Coordinate to align program offerings.
Green Municipal Fund	• Disburse grant and loan funds based on drawdown requests (provided funding is awarded). • Offer capacity building materials and activities.
Local utilities	• Promote the program (e.g. utility bill inserts). • Coordinate to align program offerings.
Service Organizations / Energy Advisors	• Participate in information sessions to understand the program and align on program messaging. • Communicate local capacity relative to demand and identify any opportunities to improve program processes.

Delivery partner	Responsibilities
Contractors	• Participate in information sessions to understand the program and align on program messaging. • Communicate local capacity relative to demand and identify any opportunities to improve program processes. • Participate in climate adaptation training to understand opportunities to integrate resilience measures and offer added value to homeowners.
Local environmental organizations and community groups	• Participate in information sessions to understand the program and align on program messaging. • Promote the program, refer potential participants, and share general information on energy efficiency and climate resilience.

7. Marketing and outreach strategy

The program administrator will develop a marketing and outreach strategy with support from the County's communications team. It will serve to raise awareness of the program and engage with the broader market to drive interest and uptake. This section outlines some of the key considerations as a means to support the development of a more detailed strategy during the start-up period. Drawing from best practices, the marketing and outreach strategy may include some of the following activities.

- **Lead an energy efficiency and climate resilience awareness campaign**. A public education campaign would promote a basic understanding about the importance and benefits of energy efficiency, building decarbonization, and climate adaptation, while debunking some of the most common misconceptions. Information can be shared through press releases, social and traditional media, information sessions and community events, utility and property tax bill inserts, and local associations, organizations and colleges. The campaign should be designed with the target audience and local demographics in mind. The messaging should be tailored to resonate with different groups and reflect their level education, language, awareness, and other factors.
- **Leverage delivery partners and other industry actors.** Engaging with and collaborating with other actors in the residential retrofit ecosystem is critical to the program's success. It can improve awareness and understanding of the HEET program, stimulate further interest from homeowners, and promote greater clarity and consistency across communications from different parties. In addition, the HEET program can be used to encourage more contractors to deepen their knowledge of materials and techniques that improve both energy and resilience in homes as a way to upskill and upsell their services. Trainings can be held virtually and in-person, with information circulated through associations, places of business, industry trade shows, conferences, and other events. Existing educational content and training modules should be leveraged wherever possible.

- **Target messaging to reach homeowners at key home retrofit trigger points.** Targeting homeowners at optimal moments (i.e. retrofit "trigger points") can help to promote energy and resilience upgrades. Retrofit trigger points occur when homeowners are more likely to integrate energy and resilience investments into their home renovation or another major purchase. This can mean reaching homeowners during planned renovations or equipment replacements and when buying or selling a home. Homes with fossil fuel heating systems also represent a significant opportunity to reduce emissions and should be prioritized in outreach efforts.

Best practices for consumer protections also recommend clear and transparent communications. As such, it is important that program communications convey the following points unambiguously:

- **HEET is not a government assistance program.** The program should not be misinterpreted as a form of financial aid or subsidy from the government.
- **HEET is not free.** Any home improvements financed through the program come at a cost, which will need to be repaid.
- **HEET payments are collected through the property tax bill.** Participating homeowners should understand that the financing provided through the program will become due and payable through a special charge applied to property tax bill.

8.3 Delivery roles and responsibilities

A third-party organization will be retained as program administrator to oversee most of the program's administrative responsibilities and services offered to homeowners, with support from the County and member municipalities at key stages (Section 5). Outsourcing these responsibilities will minimize the impact on municipal staff, while leveraging operational efficiencies as experienced administrators already have developed some of the needed infrastructure, materials and content.

Table 8-2 describes the key roles and responsibilities of the primary program partners and service providers.

Table 8-2: Roles and responsibilities of main HEET program partners

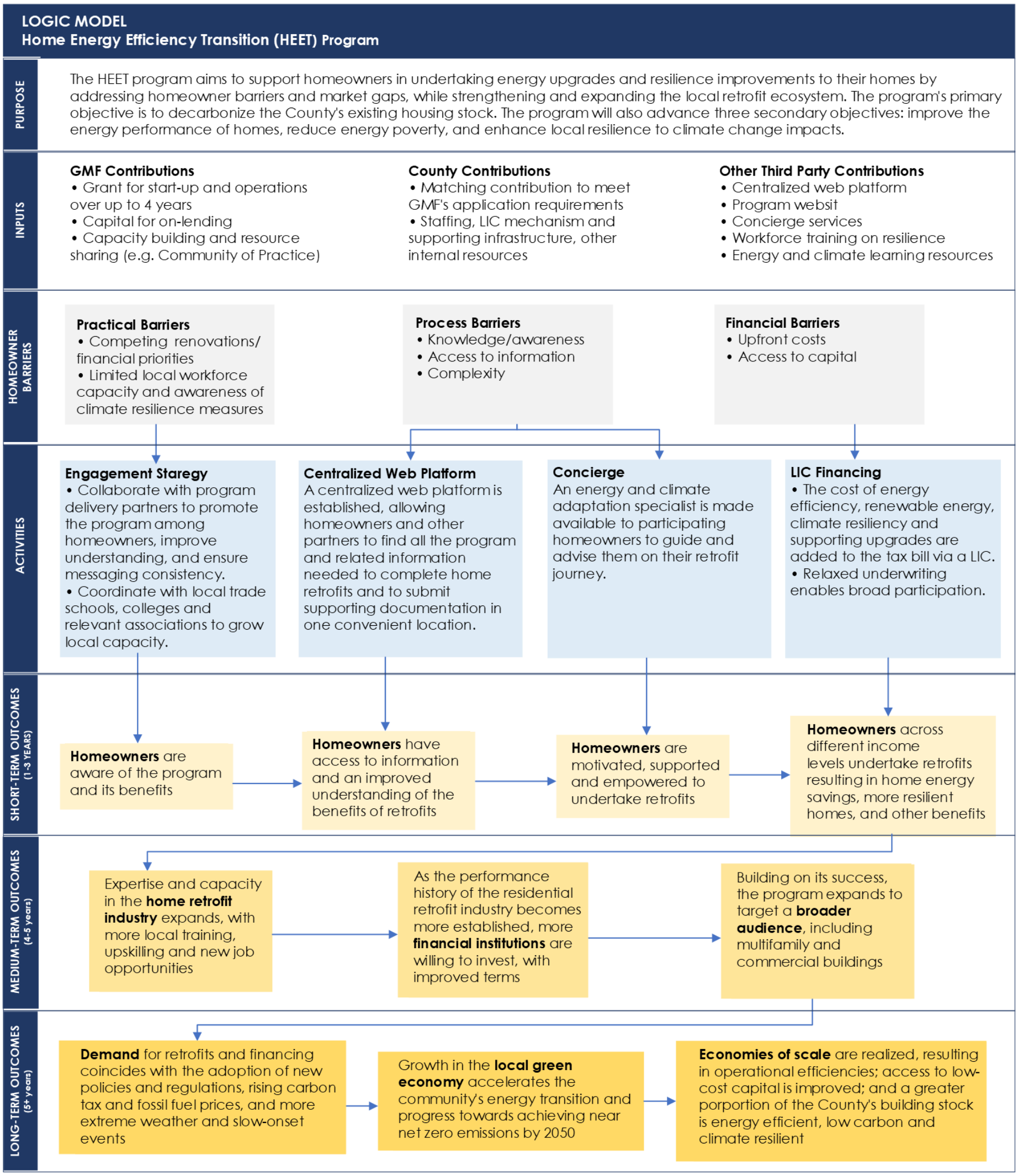
Program Lead	Detail of Role / Responsibilities
Wellington County	• Oversight over the program, including final decisions over spending and the program's term sheet and eligibility requirements. • Evaluate and monitor program performance. • Fulfill reporting requirements to program funder. • Prepare updates for Council, as needed. • Negotiate and execute agreement(s) with the funder(s). • Manage the program's financials and prepares status update reports. • Remit payments to capital providers, the program administrator, member municipalities, and other relevant parties. • Establish and oversee the LLR.

Program Lead	Detail of Role / Responsibilities
Program administrator	• Lead program marketing and outreach activities. • Manage the centralized web platform in communication with the software provider. • Deliver concierge services to homeowners. • Prepare climate-ready pathway plan. • Program performance and other reporting to the County. • Oversee participant files throughout the project pipeline. • Prepare advance disbursement requests based on near-term disbursement projections. • Draft POAs, bylaws for benefitting properties, and Council resolutions. • Remit payment to participants, including advance disbursements. • Lead the coordination among internal stakeholder (e.g. to verify the property tax payment history). • Deliver contractor and service provider trainings. • Respond to enquires and complaints to ensure customer satisfaction and uphold program reputation. • Circulate the homeowner survey to participants and collect other program data for program evaluation and reporting.
Member municipalities	• Verify participant property tax bill history. • Approve and sign POAs. • Record LICs on benefitting properties. • Pass required bylaws Council resolutions. • Oversee billing and collections process. • Prepare budget and status updates for the County. • Manage any delinquencies and defaults and apply to loan loss reserve to recover partial losses when needed.
Capital provider	• Disburse funds in accordance with the terms of the loan facility. • Collect loan payments from the County. • Collect key program data.



Appendices

Appendix A:
Program theory logic model



Appendix B:
List of eligible measures

The energy and resilience measures described in the tables below are eligible for program financing. Other supporting measures may be considered as part of the POA in line with the criteria set out in Section 4.2 on qualifying upgrades.

Table A- 1: Qualifying energy conservation measures

Category	Eligible Measures	Minimum Eligibility Criteria
1- Heating, ventilation and air conditioning (HVAC)	Cold-climate air source heat pump	• ENERGY STAR® qualified • Certified by Canadian Standards Association (CSA) • Installed by a licensed, qualified professional
	Ground source heat pump	• ENERGY STAR® qualified • Certified by Canadian Standards Association (CSA) • Installed by a licensed, qualified professional
	Heat recovery ventilator / energy recovery ventilator	• Listed with the Home Ventilating Institute • Installed by a licensed, qualified professional
2- Thermal envelope	Attic Insulation	• Min. 20% of attic/ceiling area: Increase insulation from ≤ R35 to ≥ R50 • Cathedral / flat roof: Increase insulation by ≥ R14 or achieve ≥ R28
	Exterior wall insulation	• Add R3.8 – R20 to 100% of building • Add ≥ R3.8 to achieve ≥ R12
	Basement Insulation	• Add R12 – R23 to 100% of basement • Add R10 – R23 to 100% of crawlspace • Add R24 to 100% of floorspace above crawl space • Must upgrade a minimum of 20% of total wall area
	Comprehensive Air Sealing	• Achieve base target or better
	Window/door/skylight	• ENERGY STAR® qualified
	Connected thermostat	• ENERGY STAR® qualified smart thermostats
3- Water heating	Drain-water Heat Recovery	• Minimum 30% efficiency
	High-efficiency water heater	• ENERGY STAR® qualified electric resistance water heater • ENERGY STAR® qualified heat pump water heater

Category	Eligible Measures	Minimum Eligibility Criteria

4- Other	Renewables	• Rooftop solar photovoltaics:
		  ○ Certified by Canadian Standards Association (CSA)
		  ○ ≥1.0 kW DC
		  ○ For grid connected system: letter of approval or permission for interconnection issued by the local electrical or building authority
		• Solar hot water systems

	Battery storage	• Connection to solar system
	Electric vehicle charging stations	• EV charging infrastructure (Level 2)

Table A-2: Eligible resilience improvements (capped at 30% of total financing per project)

Category	Eligible Improvements	Minimum Eligibility Criteria
1- Flood-proofing	Backwater valve	• Certified by Canadian Standards Association (CSA) • Installed by a licensed, qualified professional
	Sump pump/pit systems or backup sump pump	• Installed by a licensed, qualified professional
	Permanent sealing of unused floor drain	• Installed by a licensed, qualified professional
	Gutter downspout extension	• Angled away from the house
	Basement window well covers	• Must be easily openable from the inside
	Rain gardens	• Can be DIY, accompanied with guidance from the concierge
2- Drought prevention	Water efficient toilet	• Uses 4.8 litres or less per flush

Appendix C: Modeling approach

Dunsky's proprietary financial model generates valuable estimates to guide the design study, including the program's projected uptake, energy and GHG savings, municipal and third-party staffing needs, start up and operating costs, capital requirements, and 10-year cashflow.

A summary of the model's inputs and outputs is provided below.

Inputs

- **Archetype analysis.** Three building archetypes were developed to represent common low-rise (i.e. Part 9) housing characteristics in the Wellington County. The archetypes used in this study are designed as single-family dwellings of approximately the same size, with different heating systems and average energy consumption.
- **Retrofit packages.** Nine retrofit packages were developed to represent combinations of energy efficiency and renewable energy measures, drawing from a variety of data sources. The combinations of measures were also selected to align with the program requirements and to reflect homeowner preferences for certain technologies and cost ceilings.

Outputs

- **Uptake projections.** The program's uptake projections are based on a number of variables, including the estimated housing market size, participation rate, and uptake variations between retrofit packages. The results provide a low-, medium- and high-uptake scenario to establish a reasonable range for program participation during the first 10 years of operations.
- **Budget estimates.** Based on the uptake projections and other design choices, the financial model is used to estimate the program's total operating and capital expenditures, while identifying the estimated staff and other resources needed for program implementation. The results are used to identify the matching contribution required to apply for funding to GMF's CEF initiative.

Housing archetypes

Drawing from available EnerGuide and Municipal Property Assessment Corporation (MPAC) data, the study defines three archetypes that are representative of common housing types in Wellington County, with key characteristics summarized in Table C-1 below. The estimated bill savings and GHG emission reductions shown are based on the study's retrofit packages.

Table C-1: County of Wellington Housing Archetypes





	Natural gas-heated homes	Electric-heated homes	Oil-heated homes
Type	Single family dwelling	Single family dwelling	Single family dwelling
Year of construction	Before 2000	All ages	Before 2000
Stories	2 stories	2 stories	2 stories
Total area	246 m^2	282 m^2	260 m^2
Primary space heating source	Natural gas	Electricity	Heating Oil
Total annual energy consumption (% for space heating)	150 GJ (74%)	113 GJ (62%)	210 GJ (85%)
Annual GHG emissions	6.5 tCO_2eq	0.9 tCO_2eq	12.8 tCO_2eq
Annual estimated bill savings from upgrades	$125 - $1,500	$950 - $3,275	$5,200 - $7,100
Estimated annual GHG emissions reduction from cost-effective upgrades	2.3-6.1 tCO_2eq	0.3-0.5 tCO_2eq	9.7-10.1 tCO_2eq

Retrofit packages

The project team developed nine retrofit packages with different combinations of ECMs and renewables, accounting for the County's housing stock characteristics, their average energy consumption, and the results from the homeowner survey conducted as part of the feasibility study. Three retrofit packages were created for each of the archetypes with different heating sources. The total costs of the retrofit packages range between $13,000 and $67,000 before rebates. The measures included in each of the retrofit packages are described in Table C-2 below.

Table C-2: Summary of Retrofit Packages

Package	1	2	3	4	5	6	7	8	9
Potential market									
Space & water heating source	Natural gas			Heating Oil			Electric		
Measures									
Heat pump[40]	✓(partial)	✓(partial)	✓		✓	✓	✓(partial)	✓(partial)	
Water heater	✓	✓	✓		✓	✓		✓	
Windows			✓			✓		✓	
Insulation		✓	✓		✓	✓	✓	✓	
Solar PV array[41]			✓	✓		✓		✓	✓
Package costs									
Estimated costs	$13K	$22K	$64K	$22K	$27K	$67K	$19K	$65K	$25K
Incentives[42]	$3K	$5K	$5K	$0	$10K	$10K	$0	$0	$0
Final amount	$10K	$17K	$59K	$22K	$17K	$57K	$19K	$65K	$25K
Benefits									
Est. annual bill savings[43]	$445	$545	$2,150	$1,660	$5,225	$7,150	$1,810	$3,980	$1,900
Est. annual energy savings (GJ)	69.3	72.5	110.3	38.4	99.8	144.3	41.9	92.2	44.1
Est. annual GHG savings (tCO_2eq)	4.7	4.8	5.1	0.3	9.8	10.1	0.33	0.72	0.34

[40] For gas-heated homes, the retrofit packages assume partial electrification with a dual fuel heat pump. For electric-heated homes, the heat pump is expected to cover the majority of heating needs, but not all (e.g. mini-split heat pump paired with electric resistance heating in some areas of the home).
[41] The cost of a solar PV system varies according to the overall size of the system, which is set in relation to the archetype's assumed electricity consumption and total size.
[42] For oil-heated homes, the federal government's Oil to Heat Affordability Program incentives are applied. However, those incentives are reserved for income-eligible households. Homeowners who do exceed the jurisdiction's median income will not have access to this incentive. For gas-heated homes, the incentives stem from Enbridge's HER program, which was relaunched following the end of the Canada Greener Home Grant (which was delivered in Ontario under the HER+ program).
[43] This represents the estimated average annual bills savings over the assumed useful life of the equipment using a 2% annual real utility escalation rate. Carbon price on natural gas is assumed to increase by $15/tCO2e annually up to $170/$tCO_2e$ in 2030 and remain consistent thereafter.

Uptake projections

The uptake projections consider the estimated market size, participation rate and uptake variations between retrofit packages.

- The total market size is 33,314 homes, defined as the number of eligible low-rise (Part 9) houses in the County.[44] Additional variables are used to further refine and segment this market. These include the types of homes, proportion of homes that are owner-occupied, and the primary home heating fuel. With these factors applied, the estimated market potential falls to 22,487 properties.
- The model's uptake rates are informed by a mix of data from longstanding programs in both Canada and the US, more recent programs launched during the pandemic, and Dunsky's professional judgement. The model generated low-, medium- and high-uptake scenarios to establish a range of potential participants. Based on the program's design choices and outlook, the project team then selected the moderate scenario to develop budget estimates.
- The expected preference for certain retrofit packages is weighted in the analysis to determine their market share. For instance, several studies and data sources highlight the popularity of heat pumps among homeowners undertaking energy retrofits, while building envelope improvements are less common.[45]

Budget estimates

The program's operating budget assumes the County will retain a third-party program administrator, rather than run the program in-house, and will access the combined grant and loan from GMF's CEF initiative during the initial 4-year program implementation period. The capital budget is informed by the estimated number of participating households and average cost of the modelled retrofit packages. Taken together, the total operating and capital budget can help the County develop cashflow projections, plan internal resourcing needs, formulate the funding application to GMF, and prepare for the program's eventual recapitalization.

[44] Statistics Canada. (2021). Census Profile, 2021 Census of Population.
[45] This includes the following report: Green Communities Canada. (2023). Retrofitting Canada's Homes: Progress Report #1.

Appendix D:
Risk mitigation strategy

Table D-1 below describes potential risks associated with program implementation, alongside risk mitigation strategies. These measures are expected to be further refined during the program start up phase once program delivery partners have been further engaged.

Table D- 1: Risk Mitigation Strategy

Potential Risk		Risk Description	Mitigation Strategies
1. FINANCIAL RISKS			
1.1	Insufficient operating revenue	While the aim is to deliver a cost-neutral program, lower than anticipated uptake may fail to generate sufficient operating revenues to offset fixed administrative expenditures (e.g. staff time).	Keep fixed administration costs low wherever possible; consider a regional third-party administrator to share costs, resources and risks with other communities; and explore ways to increase revenue streams (e.g. increase uptake, participant fees and interest rate markups).
1.2	Cost overruns	The final program budget may vary from the design study's estimated program costs due to the current degree of uncertainty pertaining to specific details.	Include a contingency within the budget and use conservative estimates. As part of the start up phase, obtain quotes for required third party services and products and revise the budget accordingly.
1.3	Delinquent payments and defaults	Should homeowners fail to make payments, member municipalities will need to use collection remedies such as penalties, interest charges, and tax sales.	Ensure staff have a clear understanding of the municipal process for collecting on property taxes in arrears. Process LICs within reasonable delays. This includes registering the special charge on tax certificates and on title, and publishing notice of the property bylaw both in advance of its introduction and after its adoption. This will promote transparency during property transfers. Adopt a flexible process for addressing delinquent payments to provide options to homeowners struggling to make payments. Implement robust consumer protection measures to mitigate the risk of creating or contributing financial hardships for participating homeowners, as well as to provide a degree of quality assurance for the installed measures.

2. PROGRAM DELIVERY RISKS – INTERNAL			
2.1	Insufficient staff capacity	Finance staff may be stretched thin as the number of LICs to process and monitor increases.	Leverage an experienced third-party program administrator to outsource financing responsibilities (e.g. disbursements, billing and collections) wherever possible as a way to minimize impact on staff. Establish reasonable and realistic processing timelines. Consider using a portion of the GMF grant to create one or more staffing positions (contract/permanent, part-time/full-time) to support program activities conducted in house. Plan to slow or pause participation (e.g. limit program promotion), or to proactively manage participant expectations about processing timeframes and potential delays, during moments in the year that are particularly busy for the finance departments. Invest in any new software, system improvements, and other means that can help to streamline and automate processes. Identify strategies that can be implemented on short notice to increase resourcing for the program. Plan for a soft launch (e.g. limited marketing) to reduce the likelihood of a difficult-to-manage surge of demand at the program start.
2.2	Coordination difficulties	Close coordination may be challenging across all eight municipal bodies.	Rely on an experienced third-party program administrator for most of the program delivery responsibilities and facilitate communications across municipalities. Test program systems with a few participant files and adjust any processes that are unclear, inefficient or impractical. Build program processes in collaboration with the main parties involved and ensure the information is clearly disseminated through trainings, procedure documents, and other means.

			Build a strong CRM system to support coordination without need for direct communication at every step. Engage regularly with member municipalities to identify concerns and resolve them early. Develop a master agreement between the County and member municipalities that outlines the responsibilities of each party. Participate in peer-learning activities with other programs delivering similar programs.
2.3	Reputational risk related to defaults	Community backlash in the event that arrears on LICs lead to foreclosures and tax sales.	Clearly communicate disclosures on eligibility, underwriting criteria, program processes for delinquencies and defaults, and participation risks to promote transparency. Enforce robust consumer protection measures to ensure homeowners do not take on ill-advised debt. Establish a loan loss reserve that can be drawn from to cover missed payments in case of default.
2.4	Process friction (pain points)	The absence of a clear program lead with sufficient capacity, resources, and authority to obtain the necessary government approvals and to manage overall program oversight.	Secure Council support for the program to provide clear direction to municipal staff, delegate signing authority to appropriate members of the senior leadership team, and ensure sufficient resources (e.g. new hires, funding commitments) are secured. Identify a clear program lead to oversee the program's operations and coordinate with staff and delivery partners to address process fragmentation, overcome pain points, and implement adjustments to support continuous improvement efforts.
2.5	Stagnant level of program uptake	Low uptake may hinder the program's financial viability and ability to deliver on its stated objectives.	Implement other complementary strategies to drive homeowner demand for energy and resilience improvements, including: • Improve the community's understanding and appreciation of energy efficiency and climate resilience and make it easy for households to take initial steps (e.g. behavioural changes).

			• Promote the program by engaging and sharing resources with local community organizations and other stakeholders.[46] • Offer incentives that address gaps or shortfalls in other initiatives. • Promote word-of-mouth program promotion by focusing on creating a positive participation experience and showcasing success stories. • Revise financing terms (e.g. interest rates, terms, underwriting) to improve the offer as needed, without compromising consumer protection measures. • Simplify program requirements (e.g. do not require home energy audits). • Support local green workforce capacity and expertise and promote the value of resilience improvements as a value-add. • Conduct an interim (mid-program) evaluation to identify challenges in the existing offer and opportunities for improvement. • Develop complementary policies, such as home energy rating disclosures and green development standards and promote voluntary standards.[47]

[46] Contractors can play an enormous role in driving program uptake, as they can influence homeowner choices during renovations. Therefore, contractors should be trained and equipped to market the program. Program consistency and transparency over time may also contribute to growing the local green workforce.

[47] The County of Wellington is currently developing Green Development Standards alongside Grey and Dufferin Counties.

3. PROGRAM DELIVERY RISKS - EXTERNAL			
3.1	Poor contractor performance	Contractors who do not correctly install selected upgrades may indirectly present reputational risks to the program by contributing to a poor participant experience. In addition, poorly installed equipment can result in unmaterialized energy and GHG savings, impacting the program's ability to deliver on its stated objectives and homeowners' capacity to afford payments on their home upgrades when energy savings that fall substantially short.	Establish or leverage an existing vetted contractor list which enforces a quality assurance process and disciplinary measures (e.g. probation and expulsion from the list). Alternatively, direct homeowners to official trade directories (e.g. RenoMark, HRAI, insulateandairseal.ca). Ensure all contractors meet industry standards when quotes are submitted to the administrator prior to any work being authorized. Manage, track and resolve complaints to the best of the program's ability, and clearly communicate liability disclosures.
3.2	Local workforce capacity	In the event that retrofit demand outpaces local workforce capacity, homeowners may face delays and higher total project costs (e.g. to pay for travel costs for professionals from further away).	Promote energy advisor and contractor training, including program- and trade-specific training (e.g. NAIMA Insulation Training), through partnerships with local colleges and trade schools, relevant associations, and other entities. Support established training programs by offering municipally owned buildings as venues at little to no cost, offer subsidies for registration, create opportunities for apprentices in municipal projects, and promote materials that encourage enrolment.
3.3	Changing rebate and incentive landscape	Sunsetting rebate and incentive programs can make home retrofits less affordable and attractive, while contributing to market confusion.	Monitor the rebates and incentives offered by other entities and ensure the program materials and communications remain up to date. Adjust the program's rebates and incentives as needed to ensure funds are directed to where they are most needed and continue to reflect the program's priorities.

Appendix E:
Preliminary monitoring & evaluation plan

The evaluation plan will help to monitor program performance and integrate continuous improvement efforts into the program delivery. While the program will need to undergo a formal evaluation at the end of the initial program implementation period, per GMF requirements, the County will also collect data to improve the program in real time. This will help to ensure the HEET program responds to feedback received from a variety of internal and external stakeholders, while adapting to changing market needs and technological advances in a timely manner.

In addition, the evaluation plan will enable the County to produce clear evidence of success or to demonstrate the lack thereof, which will be important to report on at the end of the initial implementation period backed by GMF. The results of the analysis will help the County determine whether to expand the program, with or without substantive modifications, or discontinue it.

Effective evaluation planning relies on clearly articulating the existing barriers, describing how the program will address these, and defining the criteria that will be used to evaluate the program's outcomes and assess its rate of success. The evaluation plan is therefore closely connected to the Program Theory Logic Model (PTLM) shown in Appendix A.

This following describes the program's preliminary evaluation plan and includes the evaluation objectives, general approach, principal sources of data, and Key Performance Indicators (KPIs)

Evaluation objectives

The program evaluation has three main objectives:

1. Evaluate the effectiveness and efficiency of program delivery in accordance with programs objectives and activities.
2. Assess the program's impacts in the community compared to a business-as-usual (BAU) scenario.
3. Identify clear and actionable recommendations for program improvement.

General approach

The program evaluation will measure the direct impacts of the program by evaluating participants, as well as the indirect impacts across other households and industry actors influenced by the program's activities and outcomes.

The evaluation framework aims to strike a balance between the development of an easy process for tracking program impacts; access to reliable, relevant, and meaningful data, without placing undue burden on homeowners and program delivery partners; and the constraints of the available budget, time, and resources for the evaluation.

Metrics

As a way to monitor and assess program performance, KPIs will identify a mix of quantitative and qualitative data to inform decision-making and identify potential program improvements. The KPIs build on the program objectives and integrate the following principles:

1. **Measurable**: Clearly defined quantifiable indicators will be used to assess program success. They will also align with industry best practices to ensure results are credible.
2. **Aligned**: The KPIs will help connect program outcomes with program objectives.
3. **Manageable**: The monitoring and evaluation process should be reasonable and practical given the program's size, budget, time, and resource constraints, while maintaining appropriate rigour.

Periodicity

The evaluation framework should be finalized prior to program launch so that relevant data collection is integrated into the program processes and infrastructure.

Some evaluation activities will be initiated in real time, such as the homeowner survey which will circulated shortly after each LIC has been recorded in the tax system. This will help to ensure that the feedback received is timely, relevant, and actionable. In addition, a formal evaluation should be conducted at two major milestones:

1. **Mid-program:** The mid-program evaluation should be triggered once 130 participants have submitted a financing request, or after two years following the start of the program, whichever comes first. The results of the mid-program evaluation will allow for timely adjustments to the program processes and delivery approach to improve the experiences of participants and program delivery partner, while optimizing program outcomes.
2. **End of program:** The end of program evaluation will be triggered towards the end of the program's initial four-year implementation period backed by GMF. Ideally, this process should begin six months to one year before the expected end of the initial program implementation period, so that County has time to plan and prepare for a smooth transition, ideally without abruptly pausing the program. A line of sight into the direction the program will take in future years will also allow the program administrator to manage expectations in its public communications. Ultimately, the findings of the final evaluation will help formulate a recommendation on whether to extend the program. If it is continued, the County will need to work with a new capital provider and reflect on new revenue sources in order to maintain a cost-neutral program for the municipality.

Responsibilities

Primary data (e.g. homeowner surveys) will be collected on an ongoing basis throughout program implementation and will be complemented with secondary sources of data (e.g. utility energy consumption data). Effective program evaluation will require collaboration across various stakeholder groups including:

- **A third-party evaluator**. While data will be collected on a continuous basis during program implementation, an independent, third-party evaluator will likely be given the responsibility to produce an evaluation report due to their depth experience, subject matter expertise, and objective perspective, in addition to the County's limited in-house capacity. The program administrator or a third-party evaluator may lead the development

of a detailed evaluation plan during the program's start-up period, building on this framework, as well as lead the evaluation analysis and reporting on key findings and recommendations.

- **Internal stakeholders.** The program lead will be accountable for initiating, coordinating and reporting on evaluation activities, drawing support from the program administrator and member municipalities. Specifically, the County's program lead will need to ensure a third-party program evaluator is retained within the established timelines, help collect data and relevant documentation, communicate findings with relevant parties, and support the implementation of recommendations.
- **External stakeholders.** Program partners and other industry actors can support the evaluation process through interviews, surveys, and other forms of feedback. Many are well-positioned to offer insights into the performance of the program, near-term impacts, and potential market transformation effects.

Main sources of data

The rigour of the evaluation study depends largely on effective data collection. As such, an important early step is to identify program data needs and establish robust data collection methods prior to implementation.

The primary data sources that will be used in the evaluation study include:

- **EnerGuide files.** The pre- and post-retrofit EnerGuide files will provide information on the housing type, year of construction, energy source, energy consumption, installed measures, emissions reductions, and other data.
- **Green Button utility data.** The energy usage data from consenting households will provide data on actual energy consumption pre- and post-upgrades.
- **Project database.** The homeowner project database, managed by the program administrator, will track data on participants, processing times, the project pipeline, and other relevant information.
- **Homeowner surveys.** Homeowner surveys circulated at the completion stage will provide data on the effectiveness of the program services and delivery processes, as well as the quality of the homeowner's experience in the program. This data can be both quantitative and qualitative in nature. Qualitative data can help to assess underlying opinions, perceptions, and motivations.
- **Stakeholder interviews.** Interviews with key stakeholders may directed towards municipal staff, the program administrator team, relevant contractors, energy advisors, and others, with a view to provide feedback on the program. Alternatively, the same target audiences could be consulted through annual surveys about the program.
- **General population micro-survey.** A brief phone and online survey could be used to target the general population as a way to assess the awareness of available retrofit and resilience programs – including HEET – and to understand the evolution of homeowners' home retrofit intentions and needs.

Additional data sources may be identified upon contract signature with GMF, in preparation for program launch, and at the final evaluation stage.

Key performance indicators

The evaluation plan identifies key KPIs to measure the program's progress towards meeting its stated objectives, namely:

1. Reduce GHG emissions by helping to decarbonize the County's existing housing stock.
2. Improve the energy performance of existing homes.
3. Reduce energy poverty.
4. Enhance residential and community resilience to climate change impacts.

The following section identifies key evaluation questions, KPIs and sources of data to assess the program's outcomes based on each of its stated goals.

Objective #1: **Reduce GHG emissions by helping to decarbonize the County's existing housing stock.** This objective contributes to the County's climate mitigation efforts and long-term goal of achieving near net zero community emissions by 2050.

Table F- 1: KPIs for Objective #1

Evaluation Questions	KPIs	Sources of Data
Did the program reach high-emitting homes?	Number of electrification projects ➢ Quantitative	• Number of fossil fuel-heated homes that completed retrofits • Proportion of fossil fuel-heated homes that converted to electric heating **Requires definition of 'high-emitting homes'*
Is the program contributing to the County's emission goals in a meaningful way?	Amount of GHG emissions averted ➢ Quantitative	• Estimated GHG savings from participants in the program that completed retrofits • Number of program participants that included electrification measures and renewables • Number of homes with electric heating compared to before the program

Objective #2: **Improve the energy performance of existing homes.** This objective is connected to the County's efforts to decarbonize the existing housing stock and reduce energy poverty, as high performance homes tend to emit fewer GHG emissions and have lower utility bills.

Table F- 2: KPIs for Objective #2

Evaluation Questions	KPIs	Metrics
Did the program result in more homeowners undertaking home energy improvements?	Number of projects that improved energy performance and installed renewables ➢ Quantitative	• Number of completed projects via the program and overall number of post-retrofit energy audits compared to those completed before the program (direct and indirect effects) • Homeowner survey responses regarding the influence that program services and financing had on a homeowner's decision to undertake energy upgrades

Did the program enable homeowners to undertake more extensive retrofits?	Depth of retrofits in completed projects ➢ Quantitative and qualitative	• Number and type of installed measures • Energy performance improvement (measured based on pre- and post-retrofit energy audits, change in utility bill) • Depth of energy savings per home – as a total, as an average, and in comparison to the average before the program • Homeowner survey responses regarding the impact of program services and financing on the depth of their retrofit and any persisting gaps/barriers • Homeowner survey responses on the impact of program incentives on the depth of their retrofit and any persisting gaps/barriers
Were the program services and features well designed and delivered to meet participant needs, while addressing retrofit barriers and market gaps?	Customer satisfaction with program features ➢ Qualitative	• Number of participants in the program that completed projects (attrition rate) • Size of program pipeline and conversion rates at different stages • Homeowner survey responses regarding their satisfaction with the different program services and features

Objective #3: Address energy poverty. This objective is motivated by the demographic composition of the County, including seniors, low-income households and farmers.

Table F-3: KPIs for Objective #3

Evaluation Questions	KPIs	Metrics
Is the program supporting LMI households in reducing their energy bills	Number of LMI households supported ➢ Quantitative	• Number of participants that access the participation fee waivers • Number of participants referred to income-eligible rebates and incentives programs
	Depth of energy bill reduction ➢ Quantitative	• Cost-effectiveness of projects for LMI participants • Monthly energy savings, net of financing payments

Objective #4: **Enhance residential and community resilience to climate change impacts**.
This objective supports the County's climate adaptation efforts to improve the community's ability to withstand extreme weather events and other climate impacts.

Table F-4: KPIs for Objective #4

Evaluation Questions	KPIs	Metrics
Did the program improve the community's understanding of climate change impacts and adaptation actions?	Homeowner awareness and understanding of climate adaptation concepts ➢ Quantitative and qualitative	• Number of website visits on climate adaptation content • Homeowner survey responses regarding changing awareness of climate adaptation and of the program's educational content
Did the program improve the local workforce's understanding of their role in improving climate resilience through their work?	Number of energy auditors & contractors engaged ➢ Quantitative and qualitative	• Number of trainings facilitated • Self-reported changes to business practices and their impact (e.g. survey)
Did the program result in more homeowners undertaking property resilience improvements?	Number of property resilience projects ➢ Quantitative and qualitative	• Number of enquiries about resilience • Number of participants in the program that completed projects including resilience measures • Number and amount of resilience rebates granted to participants • Homeowner survey responses regarding the influence that program services and financing had on a homeowner's decision to undertake resilience improvements
Did the program serve homeowners with moderate to high vulnerability to climate change impacts?	Number of target homeowners reached ➢ Quantitative	• Number of participants located in a flood zone • Number of participants in high drought risk municipalities integrating water infiltration or water saving measures to their projects.
Did the program motivate homeowners to consider property resilience improvements they otherwise would not have?	Depth of retrofits in completed projects ➢ Quantitative and qualitative	• Number and type of installed measures • Homeowner survey responses regarding the impact of program services and financing on the depth of their retrofit and any persisting gaps/barriers • Homeowner survey responses on the impact of program incentives on the depth of their retrofit and any persisting gaps/barriers

Appendix F:
Future resilience enhancements

The HEET program may be able to drive further impacts in the community by scaling the LIC mechanism to finance more extensive home resilience projects in the near term. Currently, only 30% of the total LIC financing amount per project may be directed to supporting measures (including but not limited to resilience) to align with the CEF's initiative's funding requirements. As a result, the program is expected to mainly support the implementation of low-cost and no-cost improvements, such as purchasing and installing rain barrels and downspout extensions, or building a rain garden. The program will thus encourage homeowners to take small actions that improve their property's climate resilience, without providing them with the means to consider larger projects.

Fortunately, GMF is exploring the possibility of establishing a resilience sub-stream through adjustments to the existing CEF framework. This is expected to offer an opportunity for the HEET program to support more extensive and more costly resilience improvements. It may also create an opportunity for the County to work more closely with key industry actors. For instance, the County could leverage GMF funds to engage and coordinate with local insurance companies as a means to uncover important insurance policy trends (e.g. coverage gaps, common causes of increases over time, available premium discounts).

Should the County be awarded additional funding from the CEF sub-stream, it will need to reflect on the following program design questions:

- How will homeowners assess the exposure and vulnerability of their property to the effects of climate change?
- What types of improvements will the program fund with LIC financing and incentives?
- What metrics will the program utilize to assess the success of the program's resilience investments?
- How will the program mitigate the risk of fraud and incorrect installation without on-site visits?
- What messaging and engagement approaches will the program use to motivate homeowners to improve their home resilience?
- How much demand may there be for more extensive and costly resilience improvements, and can the local workforce capacity accommodate this growth in demand?
- Will the program complement the County's Emergency Response Plan for Wellington County and its member municipalities,[48] and if so, how?

The timeline and details of CEF's resilience sub-stream remain uncertain. The County will need to continue to monitor GMF announcements and analyze the details of the offering once made available.

---

[48] Wellington County. (2017). Emergency Response Plan for Wellington County and the Member Municipalities.



"NO DISCLAIMERS" POLICY

This report was prepared by Dunsky Energy + Climate Advisors, an independent firm focused on the clean energy transition and committed to quality, integrity and unbiased analysis and counsel. Our findings and recommendations are based on the best information available at the time the work was conducted as well as our experts' professional judgment.
Dunsky is proud to stand by our work.

Harden Environmental Services Ltd.
4622 Nassagaweya-Puslinch Townline Road
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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: 0004

August 5, 2025

Township of Puslinch
7404 Wellington Road 34
Guelph, ON, N1H 6H9

Attention: Courtenay Hoytfox
Acting CAO

Dear Courtenay;

Re: Mill Creek Aggregates Pit –Review of 2024 Monitoring Data Part Lot 24, Concession 1, and Part Lots 21, 22, 23, and 24, Concession 2

Background

This 188.4-hectare property is owned by the University of Guelph and operated by Dufferin Aggregates. Extraction at the Mill Creek Aggregates Pit ("the Site") commenced in 1995 and there are presently four large open water bodies where aggregate was extracted below the water table. The Site is adjacent to Provincially Significant Wetlands and Mill Creek flows along the northern and western extents of the property. Mill Creek is a cold-water fishery with healthy Brook and Brown trout populations. Brook and Brown trout spawn in the creek in sections of Mill Creek along the Site. Groundwater discharges into Mill Creek from the site providing both water temperature and water quantity conditions favourable for spawning conditions. Groundwater and surface water monitoring are conditions of the aggregate license and there are specific water level thresholds designed to ensure that groundwater quantity and quality contributions to Mill Creek are not significantly affected.

We are pleased to provide a review of the 2024 groundwater monitoring data and their relationship to threshold levels. We have reviewed the following documents.

Mill Creek Aggregates Pit Hydrogeology, Appendix B of the Coordinated Monitoring Report, WSP March 24, 2025

Mill Creek Aggregates Pit Surface Water, Appendix A of the

Coordinated Monitoring Report, WSP March 25, 2025

Mill Creek Aggregates Pit Fisheries, Appendix C of the Coordinated Monitoring Report, WSP March 21, 2025

A fulsome review of the hydrogeology was performed with a cursory review of the Surface Water and Fisheries reports.

Extractive Activity 2024

In 2024 there was no aggregate extraction at this site. Aggregate imported from other sites was processed at this site. This involves pumping water from Phase 1 through an aggregate sorting plant and discharge of effluent into Silt Pond 4 to allow for settlement and containment of non-marketable fine-grained materials. This silt pond is located between the main Phase 1 pond and Mill Creek.

2024 Monitoring Report

Our comments on the 2024 hydrogeology report are as follows.

1) There were no threshold breaches.

2) In 2023 and 2024, a series of monitors near to Mill Creek crossing at Concession 2 Road have a different hydrograph pattern than in previous years. The water levels measured in stations 16A-78, TW16-79, OW1-84, OW2-84, OW4-84 and OW5-85 have stabilized at an intermediate level (not historically high or low) and have less seasonal fluctuation than occurred prior to 2022. Similarly, several monitors along the western side of the license 92-27,92-28, 92-29,92-32 and 92-33 show stabilization. There is no mention of this in the report, and we would like to have an explanation for this change. The surface water report mentions beaver activity in this area and perhaps this would explain the observations.

3) The water levels in 92-33 (Figure B-46) are approaching a new high. Is this related to the phenomenon mentioned in Comment 2?

4) The vertical hydraulic gradient data available for drive points DP18 and DP19 show that there has been a reversal in groundwater flow and the stream contributed to the groundwater system since 2022. We concur that this is unlikely due to activities at the Mill Creek Aggregates Site.

5) The rate of groundwater discharge to Mill Creek remained within historical range.

6) The fishery study has identified historically low redd counts in 2022, 2023 and 2024. This appears to be alarming from the graphs presented, however, the report states that historical fluctuations appear unrelated to aggregate activity.

7) The 7-Day Low Flow graph in the Surface Water Report shows that the 7-day low flow hovered around historical minimums between 2020 and 2024(inclusive). There is no direct water taking from Mill Creek and it is likely that precipitation patterns are responsible. However, increased siltation deposition in ponds near to Mill Creek may alter groundwater flow paths and individual reaches should continue to be monitored.

Recommendations

We recommend continued monitoring at the site for groundwater, fisheries and surface water.

The Fisheries report recommends that a comprehensive habitat characterization study be undertaken, recommends that the Mark-Recapture study scheduled for 2026 be moved to 2028 and recommends that beaver activity be monitored and addressed prior to future redd studies.

Sincerely,

Harden Environmental Services Ltd.

[redacted]

Stan Denhoed, P.Eng., M.Sc.
Senior Hydrogeologist

REPORT

Mill Creek Aggregates Pit

2024 Coordinated Monitoring Report

Submitted to:

Martin Bradley, Site Manager

Dufferin Aggregates, A CRH Company
3300 Steeles Aveneue West
4th Floor
Concord, ON L4K 5X6

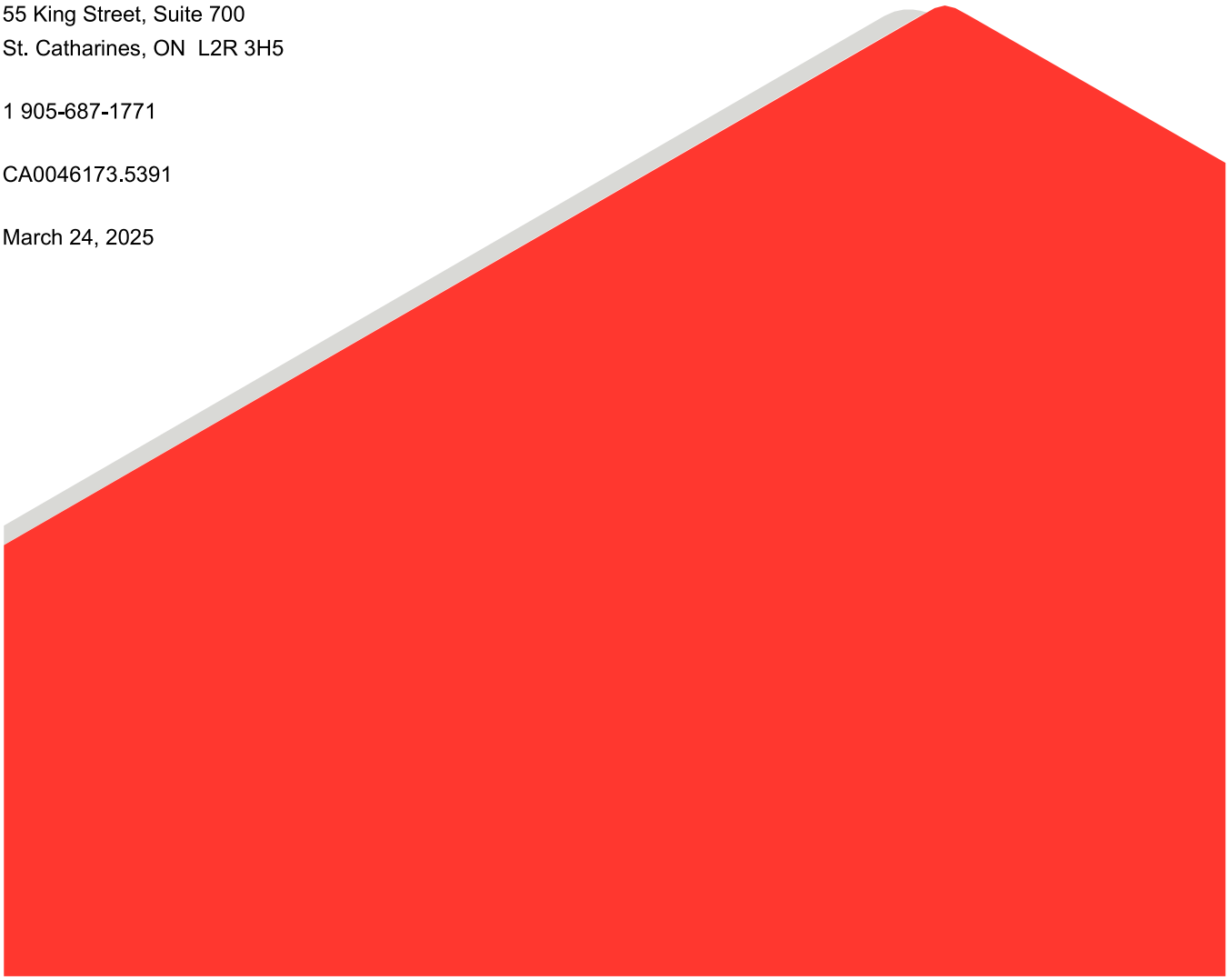
Submitted by:

WSP Canada Inc.
55 King Street, Suite 700
St. Catharines, ON L2R 3H5

1 905-687-1771

CA0046173.5391

March 24, 2025



Distribution List

Dufferin Aggregates

Ministry of Natural Resources & Forestry

University of Guelph

Fisheries and Oceans Canada

Grand River Conservation Authority

WSP Canada Inc.

Township of Puslinch

Executive Summary

Site Conditions and Operations

- Extraction did not occur at the Mill Creek Pit in 2024;
- Aggregate screening, crushing, washing, stockpiling and shipment occurred in Phase 5; and
- Naturally occurring fines removed by washing were deposited in Silt Pond 4.

Climate

- Mean monthly air temperature in 2024 (10.6°C) was appreciably warmer than the 30-year average of 8.3°C;
- Total precipitation in 2024 was 976 mm, which is 4% higher than the 30-year average of 935 mm; and
- In 2024, monthly precipitation was higher than the 30-year normal amount during seven (7) months, while the monthly precipitation was below the 30-year normal during the remaining five (5) months.

Hydrology

- The surface water monitoring completed in 2024 confirmed that surface water levels and temperatures were within historical ranges, and indicate that aggregate extraction has not affected stream flow in Mill Creek;
- The calculated minimum and maximum instantaneous flow rates at SWM2 were similar to the historical range observed since 2000;
- The 7-day low flow value at SWM2 (0.104 m^3/s) was observed in May and was within the range of the historical minimum 7-day low flow values recorded since 2000;
- Stream flow in Mill Creek responded to climatic conditions including precipitation events, periods of snow melt and periods of low precipitation; and
- Considering the extensive history of surface water monitoring data demonstrating a lack of surface water flow impacts by the pit operations, consideration should be given to reducing the surface water monitoring program.

Groundwater

- Groundwater conditions remained within Action Threshold Values in 2024;
- Water levels in the Phase 1 to Phase 4 ponds were within historical ranges and are reflective of precipitation;
- The estimated groundwater contribution from the Mill Creek Aggregates Pit property located north of Township Road 2 was similar in 2024 compared to the historic average;
- In 2024, vertical gradients observed at the creek drive points located south of Highway 401 were consistent with historical results;
- The calculated net water surplus for 2024 was 277 mm, which is 27 mm (9%) lower than the 30-year average surplus of 304 mm;
- Groundwater temperatures at the monitoring stations closest to the Phase 1 and 3 Ponds were influenced by water temperatures in the ponds, which is not unexpected; however, groundwater temperatures rapidly moderate away from the ponds and do not impact water temperatures in Mill Creek;

- Groundwater patterns at the Mill Creek site have been influenced by climatic conditions and the presence of beaver dams in recent years. Groundwater quality has generally remained consistent over the years. Some Ontario Drinking Water Quality Standards were exceeded due to natural conditions in the area, which is consistent with previous findings; and
- No changes to the groundwater monitoring program are recommended for 2025.

Mill Creek Water Quality and Temperature

- Surface water quality has remained stable over the past decade. In recent years, however, there have been signs of increasing conductivity and chloride levels which are unrelated to pit activities, and may be attributed to road salting activities;
- The maximum stream temperatures in 2024 were 24.4°C at SWM1 on June 19, 2024 and 23.9°C at SWM2 on June12, 2024; which are within historical ranges and below historical highs; and
- During the spring, summer and fall months, stream temperatures continue to decrease across the University property due to a combination of input from two coldwater tributaries, groundwater input, and shading which continue to enhance the coldwater fish habitat attributes of the stream.

Fisheries

- The upper tolerable temperature for Brown trout (26.8^{o}C) was not exceeded at any of the monitoring stations during the summer of 2024, however the upper tolerable temperature of Brook trout (23.9^{o}C) was exceeded on June 19 at SWM1 and was very close to being matched on June 19 at SWM2;
- Brown trout spawning activity in 2024 were opposite to 2023, where the higher number of redds were in the Hanlon reach and lower redd numbers were in the University reach;
- The number of redds in the University section remained the same as 2023 with 16 in 2024;
- In the Hanlon section, the redd count was 20 in 2024 compared to 10 in 2023;
- The redd count in both stream sections in the past several years was lower than in the preceding decade but similar to results for the period 1996-2006;
- The estimated Brown trout population adjacent to the aggregate operation remained within historic ranges; and
- Trout numbers and biomass continue to be higher in the University reach compared with the Hanlon reach due to better habitat conditions.

General Conclusion and Recommendations

- The available monitoring data do not indicate that the Mill Creek aggregate operation negatively impacted the local environment in 2024.

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Fisheries Report

1.0 INTRODUCTION

1.1 The Site

The Mill Creek Property is owned by the University of Guelph and encompasses approximately 185.5 ha, situated on Part Lot 24 Concession 1 and Part Lots 21-24 Concession 2, Township of Puslinch, in the County of Wellington (**Figure 1**). The land consists of active pit areas, areas that have been rehabilitated or are in the process of being reclaimed, ponds, and abutting wetlands that are part of the provincially significant Mill Creek Wetland Complex.

The northwest corner of the property is traversed by Mill Creek and by two tributaries, Galt Creek and Pond Creek. These waters support a naturally sustaining brown trout (Salmo trutta) and brook trout (Salvelinus fontinalis) population. The aggregate extraction operation is designed to limit the impacts on both Mill Creek and its tributaries, and the wetland area adjacent to the creek.

The aggregate extraction is operated by Dufferin Aggregates, a CRH Company. Extraction is occurring above and below the water table and will eventually create a number of small lakes. The operation is licensed to extract aggregate from 122.1 ha of the property.

1.2 Monitoring Requirements

Approval for aggregate extraction on this property followed an Ontario Municipal Board Hearing in 1988 and 1989, with a decision in 1990. The Ministry of Natural Resources (MNR) issued a licence to the University of Guelph under the Aggregate Resources Act in September 1991. The licence (#5738) has 42 conditions.

The original monitoring programs and specific licence conditions were included in the Coordinated Report on Monitoring Programs (Planning Initiatives 1993). The monitoring program was revised in 2006 as part of the Pre-Phase 3 application (C. Wren & Associates Inc. and Jagger Hims Ltd. 2006). That program was followed up to 2012 when additional program changes were recommended and implemented beginning in 2013 (see Coordinated Monitoring report for 2013 and 2014 for description of changes).

Licence conditions 19 to 23, and 25 required the development of approved monitoring plans before extraction could proceed. This included: surface water (including Mill Creek and its tributaries), groundwater, fisheries and ecology of the wetland (vegetation). The vegetation monitoring plan was approved in 1992 and the others in December 1993. Licence conditions 19 - 25 are provided in **Table 1-1**. Threshold values for groundwater were first developed in 2001 and are periodically updated or revised as discussed in detail in Section 3 of this report.

Table 1-1: Conditions of Licence

Conditions of Licence	Related Discipline (1993 Document)
19. The licensee shall, prior to the start of excavation operations, provide the District Manager, Ministry of Natural Resources, with a comprehensive groundwater monitoring report which shall include a description of monitoring equipment, monitoring locations, methods of data collection and recording, action, thresholds, calculations to be carried out (e.g. base flow calculations), frequency of data collection, a proposed reporting schedule, and any other details required by the District Manager. The reporting schedule shall include the requirement to provide a comprehensive interim monitoring report for review and District Manager approval prior to commencement of excavation	Hydrogeology – refer to Appendix B, Groundwater Monitoring Program – Jagger Hims Limited (November, 1993)

Conditions of Licence	Related Discipline (1993 Document)
in each phase of the pit operation. The licensee shall maintain the monitoring programs described above, throughout the operating life of the extraction and during the site rehabilitation period and beyond, until such time that the Ministry of Natural Resources agrees to the termination of, or reduction in, the monitoring program.	
20. The licensee shall, prior to the start of excavation operations, provide the District Manager, Ministry of Natural Resources, with a detailed wetland habitat monitoring report which will outline a program designed to measure ecological changes in those parts of the Mill Creek wetland adjacent to extraction operations carried out under this licence. The reporting schedule shall include the requirement to provide a comprehensive interim monitoring report for review and District Manager approval prior to commencement of excavation in each phase of the pit operation.	Terrestrial Ecology – refer to Appendix D, Habitat Monitoring Manual, Paul F.J. Eagles Planning Ltd. (November, 1992)
21. a) The licensee shall, prior to the start of excavation operations, provide the District Manager, Ministry of Natural Resources, with a comprehensive hydrological and biological monitoring report for Mill Creek and its tributaries, and this report shall include a description of monitoring equipment, monitoring locations, methods of data collection and reporting, action thresholds, a proposed reporting schedule, and any other details required by the District Manager. The reporting schedule shall include the requirement to provide a comprehensive interim monitoring report for review and District Manager approval prior to commencement of excavation in each phase of the pit operation.	Surface Water and Fisheries – refer to Appendices A and C, Surface Water Monitoring Program and Fish Habitat Monitoring Program. M.M. Dillon Limited and ESG International Inc. respectively, (November, 1993).
b) The licensee shall provide the District Manager, Ministry of Natural Resources, with a detailed surface water drainage plan which will describe the existing surface water in and surrounding the site and the proposed water diversion, storage, and drainage facilities on the site, and points of discharge to surface waters.	Refer to Drainage Plan prepared by Planning Initiatives Ltd. in conjunction with M.M. Dillon. (November, 1992)
c) The monitoring report described in this licence condition shall include a description of those tests and analytical methods to be used to determine whether there is or is likely to be either a net gain or a net loss in fish habitat as a consequence of pit operations.	Fisheries, Surface Water and Groundwater – refer to Appendix C, Fish Habitat Monitoring Program. (November, 1993)
22. The licensee shall, prior to the start of excavation operations obtain the written approval of the District Manager, Ministry of Natural Resources, for the reports required under licence condition nos. 19, 20, and 21 and, upon approval of the reports, the licensee shall carry out the monitoring programs as described in the monitoring reports.	
23. Pit operations shall not result in a net loss of the productive capacity of fish habitat in Mill Creek or its tributaries.	Fisheries, Surface Water and Groundwater - refer to Appendix C, Fish Habitat Monitoring Program. (November, 1993).

Conditions of Licence	Related Discipline (1993 Document)
25. Prior to the start of excavation operations, the licensee shall provide, to the satisfaction of the District Manager, Ministry of Natural Resources, a contingency plan that will describe the actions proposed to be taken by the licensee to ensure compliance to condition of 23 of this licence.	Fisheries, Surface Water and Groundwater – refer to Section 5.0 of original program.

1.3 Program Contact Names

Table 1-2: List of Personnel

List of Personnel	Names	Role
Licence Holder	Mr. Brandon Raco, Manager, Real Estate 50 Stone Road Guelph, ON N1G 2W1 Phone: (519) 760-9320	Licence Holder
Aggregate Operator	Mr. Martin Bradley Dufferin Aggregates 2300 Steeles Avenue West, 4th Floor Concord, ON L4K 5X6 Phone: (905) 761-7500 Fax: (905) 761-7505	Project Coordination
Surface Water Monitoring Program	Mr. Greg Siiskonen, P.Eng. WSP Canada Inc. 55 King Street, Suite 700 St. Catharines, ON L2R 3H5 Phone: (289) 267-0821	Surface Water (Technical Appendix A)
Groundwater Monitoring Program		Hydrogeology (Technical Appendix B)
Fisheries Monitoring Program	Ms. Kim LeBrun, H.B.Sc. WSP Canada Inc. 582 Lancaster Street West Kitchener, ON N2K 1M3 Phone: (519) 904-1767	Fisheries (Technical Appendix C)
Coordinated Report		Preparation of Annual Coordinated Report
Terrestrial Monitoring	Dr. Paul F.J. Eagles Paul F.J. Eagles Planning Ltd. 37 Hughson Street, Branchton, ON N0B 1L0 Phone: (519) 740-1590 or (519) 885-1211 ex.2716 Fax: (519) 746-6776	Terrestrial Biology Investigations

1.4 Coordinated Monitoring Report

The first coordinated monitoring report filed for the Mill Creek Property was submitted March 31, 1995 (ESP et al. 1995). That report included background information and monitoring data collected in 1994. The purpose of the Coordinated Report is to summarize and integrate monitoring data collected for the previous year from the three

different, but inter-related, disciplines: hydrology, hydrogeology and fisheries. This year represents the twenty-ninth Coordinated report and summarizes the monitoring data collected in 2024. Details of individual monitoring programs are included in the separate Technical Appendices to this report.

The specific objectives of this report are as follows:

1. Summarize 2024 data collected on hydrogeology and surface water hydrology, and integrate them with fisheries biology data;
2. Compare 2024 groundwater levels with action thresholds to evaluate compliance;
3. Review monitoring results and make recommendations to revise the monitoring program if necessary; and
4. Review monitoring results and determine if mitigation or other actions are required.

1.5 Watershed Activities

1.5.1 Mill Creek Extraction Operations

The Mill Creek Pit is surrounded by other aggregate operations (**Figure 1**). Significant aggregate extraction has occurred within the properties immediately to the north, east, and west of this site, and until 2007 at the property to the north of Highway 401. The design of the Mill Creek Aggregates pit and the associated monitoring program were developed and approved prior to other operations north and east of the site being approved and beginning extraction.

Pit Operation

Figure 1 shows the site details based on the most current (2019) approved extraction areas. In 2024, extraction did not occur at the site; however, off-site aggregate materials were washed at the Site in 2024..

Silt Ponds

As part of routine operations, water is taken from the on-site pond in Phase 1 and used for aggregate washing (**Figure 1**). The wash water is directed to silt pond SP4/Phase 1 pond for settlement of the suspended silt.

The taking of water for washing aggregates, dust control, and water movement on-site is approved by Amended PTTW #5557-B93NZ5, issued on February 7, 2019 (which replaced the previously approved PTTW #8520-A48LDY through a renewal application). A Copy of the current approved PTTW is included in Appendix F of the separate Hydrogeology Technical Report.

1.5.2 Other Extraction Operations

Other aggregate operators within the Mill Creek watershed near the Dufferin Aggregates Mill Creek pit include:

- CBM (St. Marys) Main Pit (Upstream);
- CBM McNally Pit (Upstream);
- CBM (formerly Puslinch Quality Aggregates) Mast Pit;
- Lafarge McMillan Pit;
- CBM McMillan Pit (no extraction since 2007, depleted);
- CBM Lanci Pit; and
- CBM Hohle Pit.

1.5.3 Other Activities in Mill Creek

The Friends of Mill Creek (FOMC) was established in the fall of 1997 and is a working group with the primary objective of habitat rehabilitation in Mill Creek. The FOMC established a Stewardship Ranger program in 2003 which hires summer students to carry out the stream rehabilitation under the supervision of a trained fisheries biologist. The program is administered by the GRCA. The Mill Creek Stewardship Rangers were not permitted to work in this study area in 2019 due to concerns regarding the spill of Jet Fuel or between 2020 and 2022 due to COVID-19 safety measures in place.

Trout productivity and carrying capacity remains lower in the Hanlon reach compared with the University reach (also see Section 5.0) and Dufferin Aggregates and their biologists have previously recommended that fish habitat restoration again be undertaken within the Hanlon reach. In 2018, MTO expropriated a portion of the study area to secure a new Morrison By-pass route for Highway 6, therefore any potential habitat restoration plans will need to conform to MTO's construction plans for the by-pass.

Occasionally, beaver dam activity occurs within the study area. Beaver dams are a concern as they interrupt water flow and water levels, and likely also interfere with Brown trout spawning activity (migration). The Mill Creek Rangers removed a beaver dam from the study area in 2015, and in 2018 Dufferin retained trappers to remove beavers (at least five) from the adjacent lands. The Mill Creek Rangers were scheduled to remove another three beaver dams in 2019 but works were postponed due to the jet fuel spill and COVID-19 concerns. Dufferin retained trappers to remove beavers from Mill Creek, and arranged for the Trout Unlimited stewardship crew, under the supervision of the GRCA, to demolish dams present within and immediately downstream of the site in September 2021.

2.0 SURFACE WATER HYDROLOGY

2.1 Methods

Surface water hydrology is monitored to assess potential impacts of aggregate extraction on Mill Creek and involves the collection of water level, stream discharge, water temperatures and climatic data. Most of the surface water flow in Mill Creek within the Study Area originates upstream of the site. However, within the Study Area, additional water contributions include: a) groundwater discharge, b) local surface runoff and c) input from two tributaries (Galt Creek, Pond Creek).

Station SWM1 is located where Mill Creek flows onto the University Property and SWM2 is located where Mill Creek flows off the University Property (**Figure 2**). Stations SWM3 and SWM4 are in Pond Creek and Galt Creek, respectively. A summary of the 2024 monitoring methods is as follows.

- Water levels were logged hourly at stations SWM1 and SWM2, using model 3001 Solinst Leveloggers;
- Stream discharge was measured manually at stations SWM1 and SWM2 monthly, if wading conditions were safe to do so;
- Water temperatures were logged hourly at stations SWM1, SWM2, SWM3 and SWM4 using model 3001 Solinst Leveloggers;
- Air temperature and atmospheric pressure were logged hourly at Air Temperature Station 1 and Air Temperature Station 2 using Solinst Barologgers; and
- Climate data (air temperature and precipitation) were obtained from the Grand River Conservation Authority (GRCA) Climate Station at Shade's Mills Conservation Area in Cambridge, Ontario (located in the lower Mill Creek watershed, approximately 10 km southwest of the Mill Creek property).

Atmospheric pressure data were used to correct the data from the in-stream loggers for changes in atmospheric pressure. All on-site data loggers were pre-programmed to record data 'on the hour', at the same time.

To estimate a stream discharge at each station, water levels (m) were converted to flow (m^3/s) using rating curves. The equation of the best fitting stage-discharge curve at SWM1 and SWM2 was used to convert water level data (m above logger) into stream discharge rates (m^3/s).

Greater details on monitoring methods and rating curves development are provided in **Technical Appendix A** (**Surface Water**).

2.2 Surface Hydrology Results

2.2.1 Climate Data

Air Temperature

Figure 2-1 shows the monthly average air temperatures observed in 2024 compared to the 30-year average. The mean monthly air temperature in 2024 (10.6°C) was appreciably warmer than the 30-year average (8.3°C).

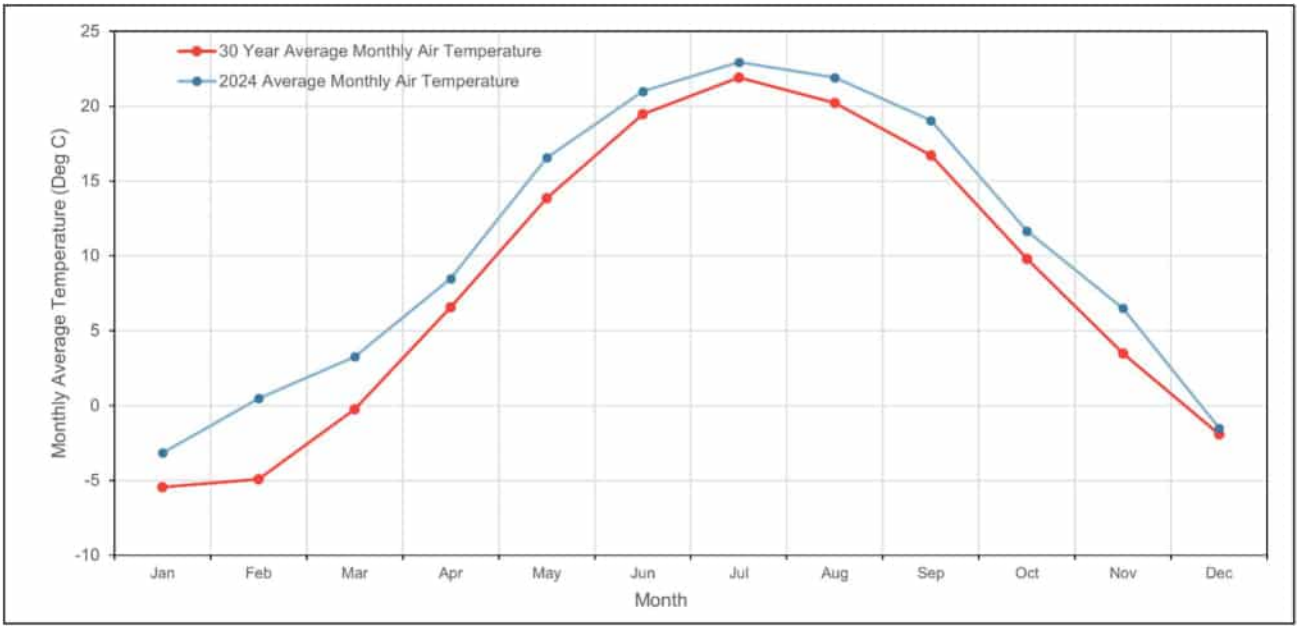


Figure 2-1: 2024 GRCA Shade's Mills Mean Monthly Air Temperatures Compared to 30-year Normal Temperatures

Precipitation

Monthly precipitation for 2024 is illustrated in **Figure 2-2** along with the 30-year average. In 2024, total monthly precipitation was considerably higher than the 30-year normal value in January, April, July and August, and considerably lower than the 30-year normal value in February, September, October and November. Total precipitation in 2024 was 976 mm, which is 4% higher than the 30-year average of 935 mm.

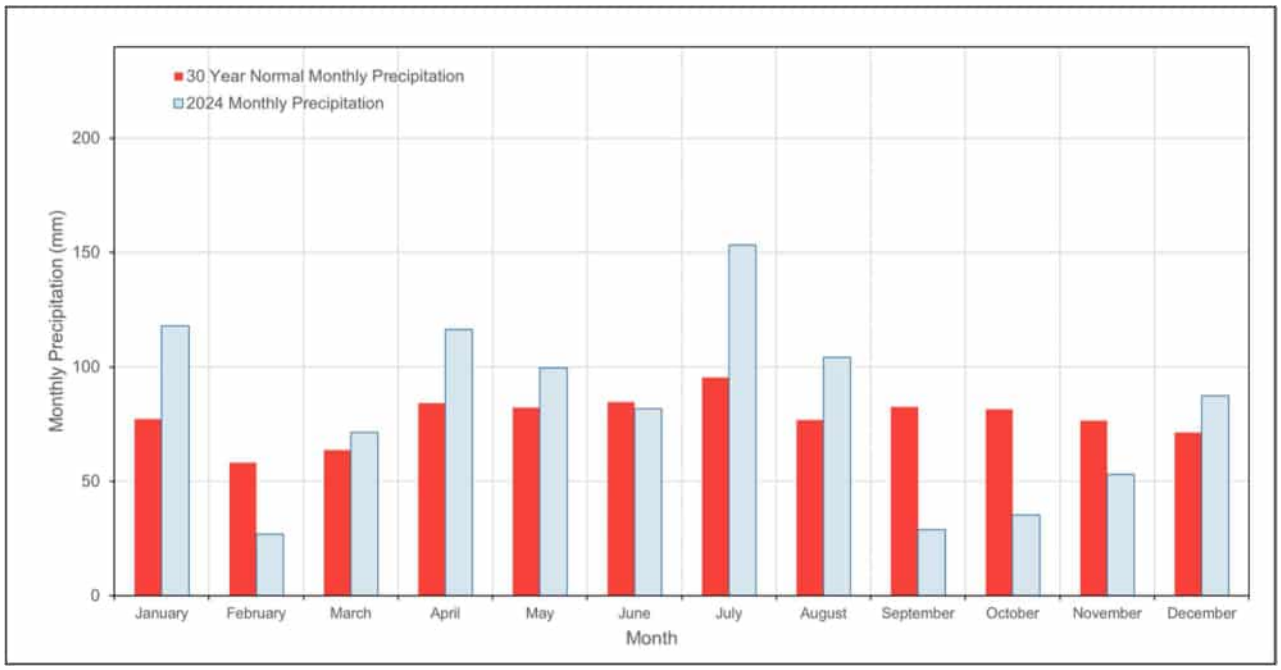


Figure 2-2: Total 2024 Monthly Precipitation (mm) at GRCA Shade's Mills Climate Station Compared to the 30-year Average

2.2.2 Annual Stream Flow Trends

Detailed stream flow data are presented in Technical Appendix A and summarized below. Calculated flows at station SWM1 and SWM2 are presented in **Figure 2-3** and **Figure 2-4**, respectively.

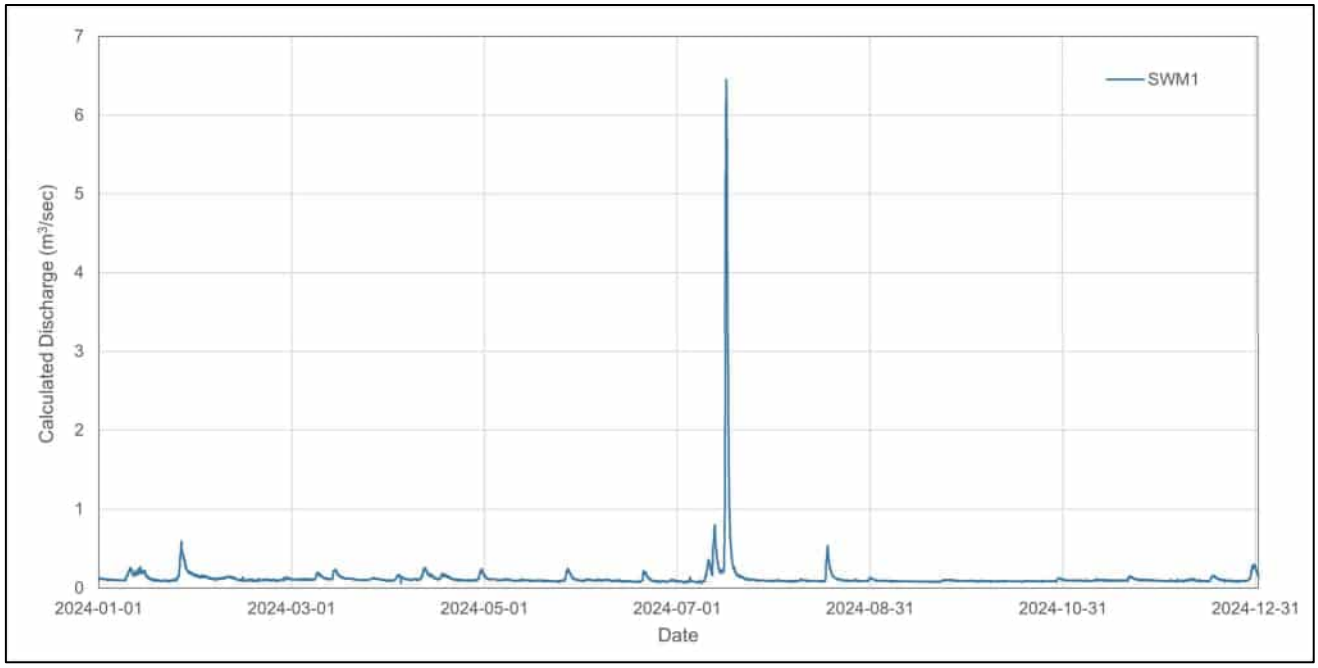


Figure 2-3: 2024 Mill Creek Hourly Discharge at Surface Water Monitoring Station SWM1

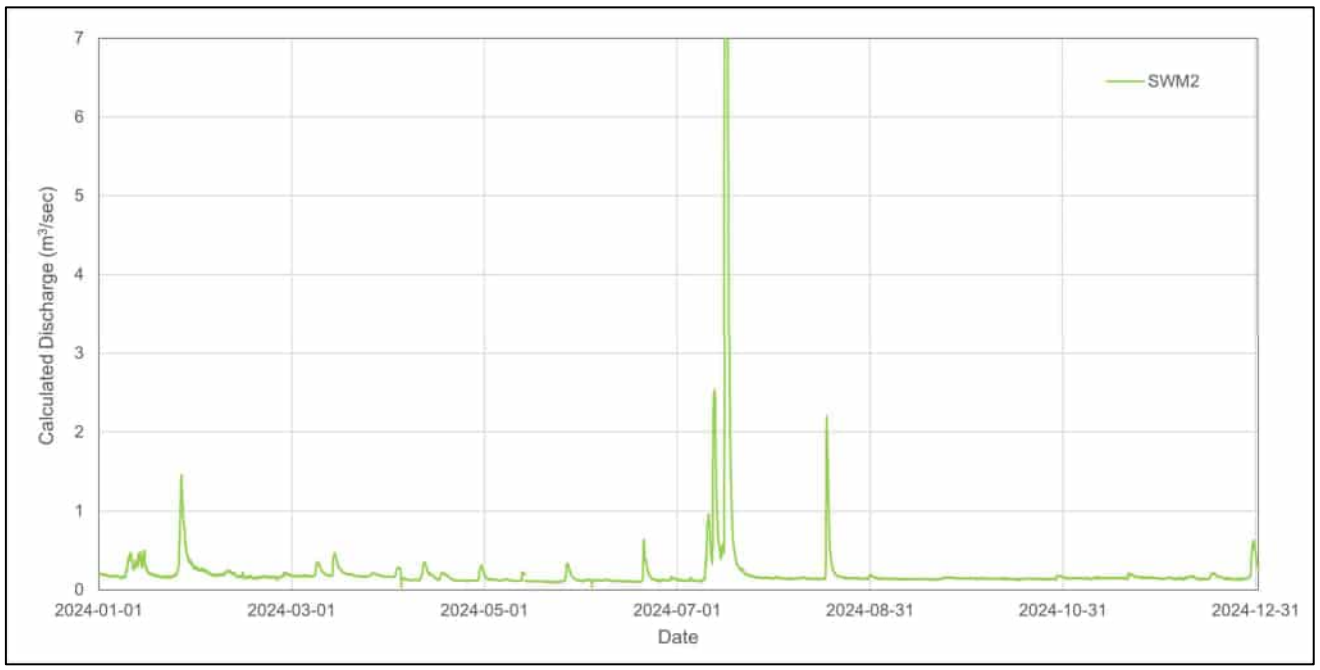


Figure 2-4: 2024 Mill Creek Hourly Discharge at Surface Water Monitoring Station SWM2

Relationship Between Precipitation and Stream Flow

Precipitation events recorded at the GRCA's Shade's Mills climate station are compared with calculated average daily stream discharge at SWM1 and SWM2 in **Figure 2-5** and **Figure 2-6**, respectively. The plot of precipitation data with the flow data shows a strong correlation, as increased flows were often observed shortly after precipitation events. In the drier months, rainfall events did not always result in increases in discharge, which is likely attributed to higher soil infiltration and vegetative cover.

The maximum daily average flow at both SWM1 and SWM2 in 2024 occurred on July 17. A total of 56 mm of rain was recorded at the GRCA Shade's Mills Conservation Area on July 17, with an additional 18.4 mm between July 15 and 16. The maximum average daily flow rates measured at SWM1 and SMW2 (4.25 and 10.33 m^3/s, respectively) are interpreted to be overestimated due to the lower accuracy of the rating curve formula at higher flows. These maximum values should, therefore, be interpreted with caution.

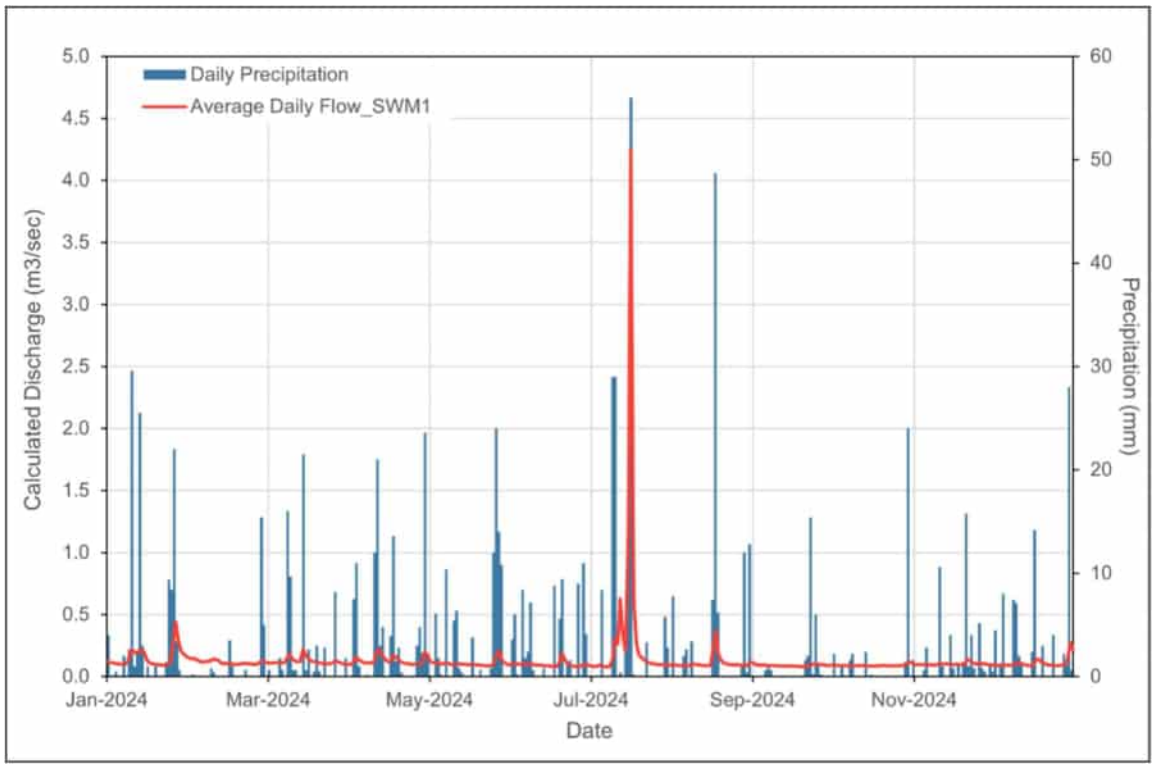


Figure 2-5: Daily Average Flow in 2024 at SWM1 Compared to Precipitation Events

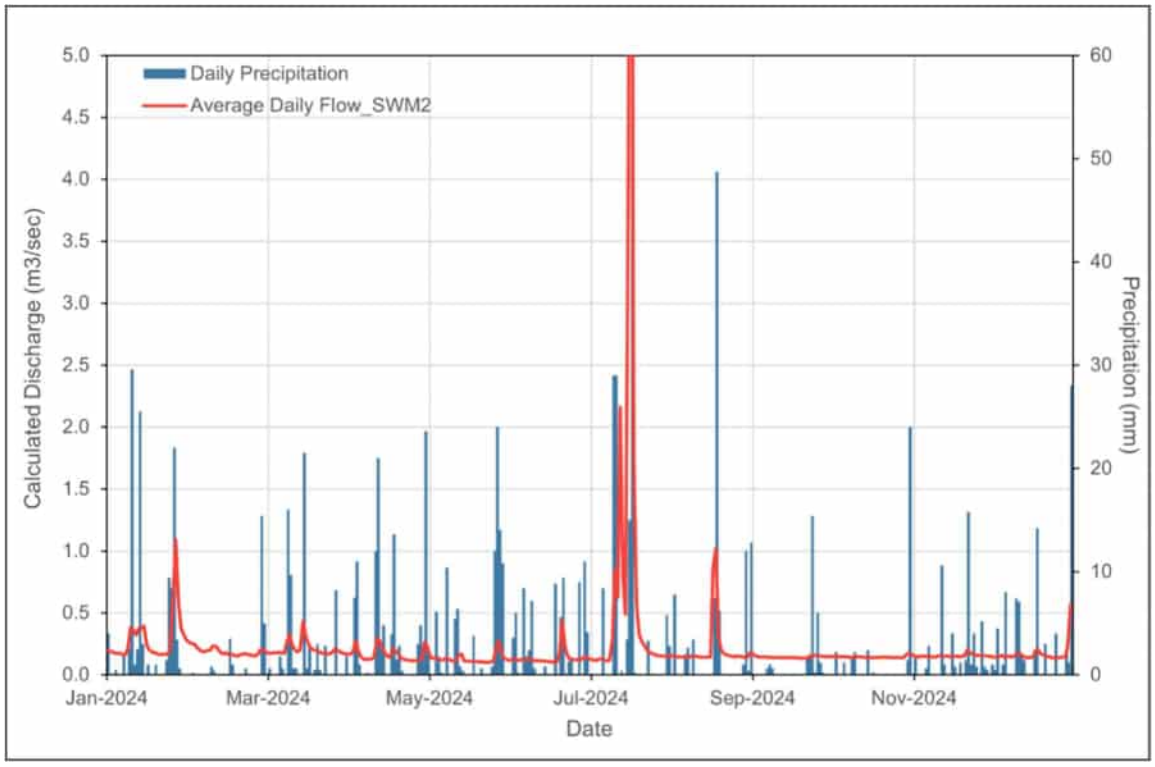


Figure 2-6: Daily Average Flow in 2024 at SWM2 Compared to Precipitation Events

Maximum and Minimum Flows

The minimum and maximum instantaneous flows recorded at stations SWM1 and SWM2, as well as corresponding dates when these flow events occurred, are provided in **Table 2-1**.

Table 2-1: 2024 Minimum and Maximum Instantaneous Discharge Flows at Station SWM1 and SWM2

	SWM1		SWM2	
	Discharge (m^3/s)	Date	Discharge (m^3/s)	Date
Minimum Stream Discharge	0.062	5-Apr-2024	0.038	4-Jun-2024
Maximum Stream Discharge	6.45	17-Jul-2024	14.02	17-Jul-2024

Minimum and maximum instantaneous flows since 2000 are shown in **Figure 2-7** and **Figure 2-8** respectively, for stations SWM1 and SWM2.

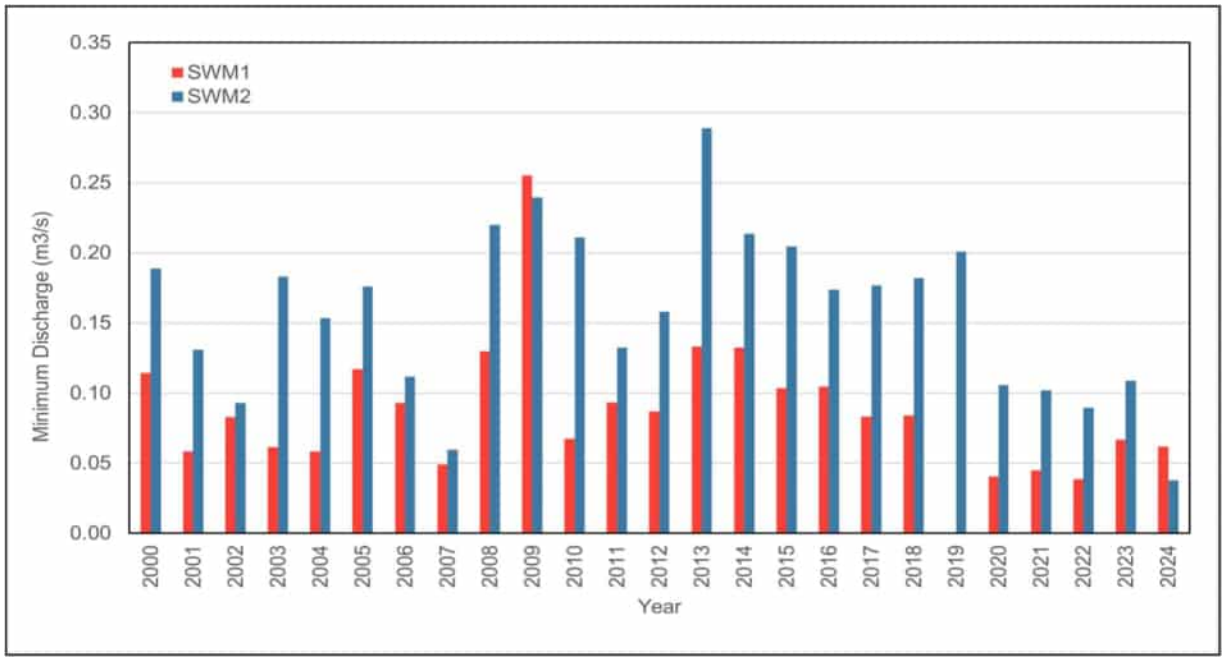


Figure 2-7: Instantaneous Minimum Stream Discharges at SWM1 and SWM2, 2000 through 2024

The 2024 minimum instantaneous stream discharge value at SWM1 was within the historical range of values recorded since 2000, and the 2024 minimum instantaneous stream discharge value at SWM2 was lower than the historical range of values recorded since 2000. The lower minimum stream discharge value in 2024 may be attributed to the presence of a beaver dam approximately 50 m upstream of SWM2.

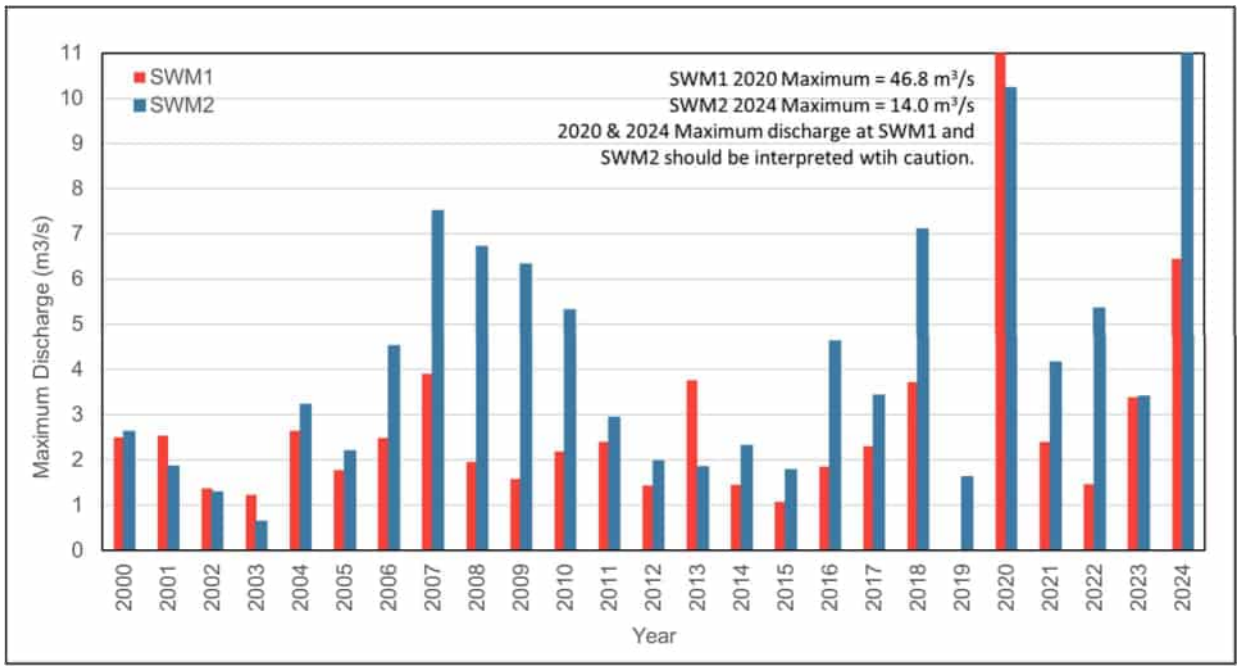


Figure 2-8: Instantaneous Maximum Stream Discharge at SWM1 and SWM2, 2000 through 2024

The 2024 maximum instantaneous stream discharge values are appreciably elevated compared to the typical ranges of values reported historically and should be interpreted with caution due to the limitations of applying the rating curve formulas to high flow. It is not safe for field staff to attempt manual flow measurements during periods of peak runoff. Similar elevated maximum instantaneous stream discharge values were reported in 2020, which followed a significant rainfall event similar to the event observed in July 2024.

2.2.3 Historical Stream Flow Trends

The 7-day low flow is a standard hydrological value which represents the average flow rate of the 7-day period of lowest flow for each year. The 7-day low flow at SWM2 is used to compare low flows over time for the Site. In 2024, the 7-day low flow at SWM2 was 0.104 m^3/s, which occurred from May 19 to 25. As shown in Table A-1, the daily precipitation data indicate that only 6 mm of precipitation was recorded between May 13 and 25, 2024, and a multi-day rainfall event totalling more than 60 mm began on May 26, 2024. In the absence of rainfall and runoff, the 7-day low flow likely represents baseflow conditions.

The 2024 7-day low flow at SWM2 is similar to the 7-day low flow values recorded in 2007 and each year since 2020. The average of the SWM2 7-day low flow values from 2000 to 2023 is 0.203 m^3/s. The 2024 7-day low flow of 0.104 m^3/s is considerably lower than the historical average. The lower 7-day low flow values recorded since 2020 are attributed to the lower-than-normal amount of precipitation received in 2020, 2021, 2022 and the first half of 2023. Lower flows at SWM2 may also be related to the presence of a beaver dam located approximately 50 m upstream of SWM2, which was observed to be intact throughout 2024.

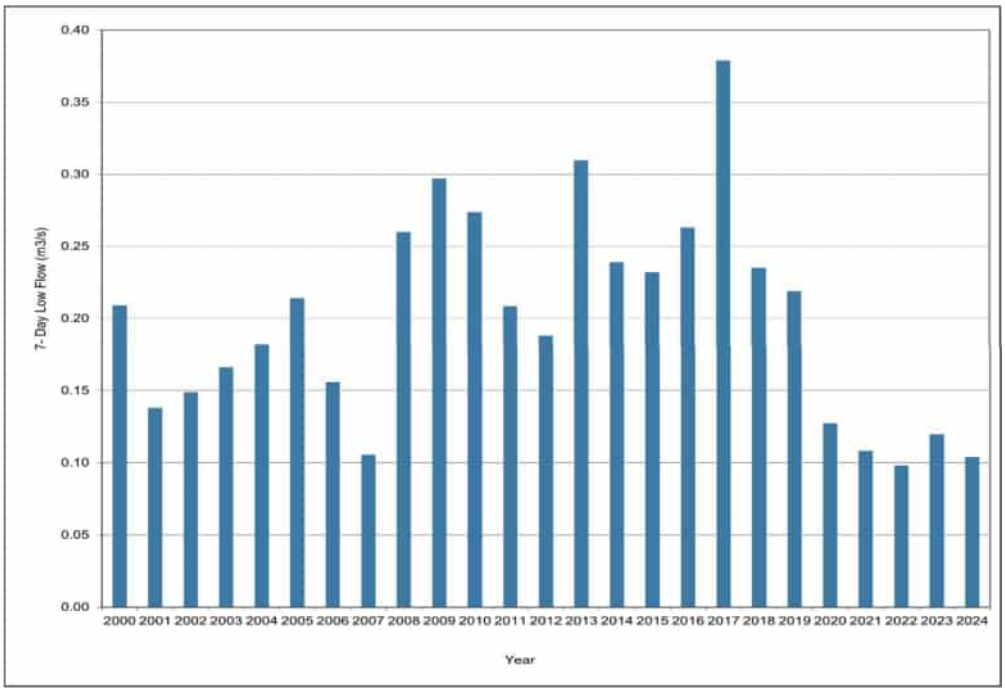


Figure 2-9: Seven Day Annual Low Flow Values at SWM2, 2000 through 2024

The daily average stream flow at SWM2 in summer months (June 21 to September 22 inclusive) is illustrated in **Figure 2-10** to further examine if there have been any changes in stream flow over time. The flow data are presented as log transformed, in a box and whisker plot (boxplot). Boxplots are useful when comparing two or more datasets and allow for the visualization of flow data between years. The data were log transformed because variability in flow is high and the data are not normally distribution. With a log transfer, the data have a greater normal distribution and therefore, flow rate differences are more readily observed.

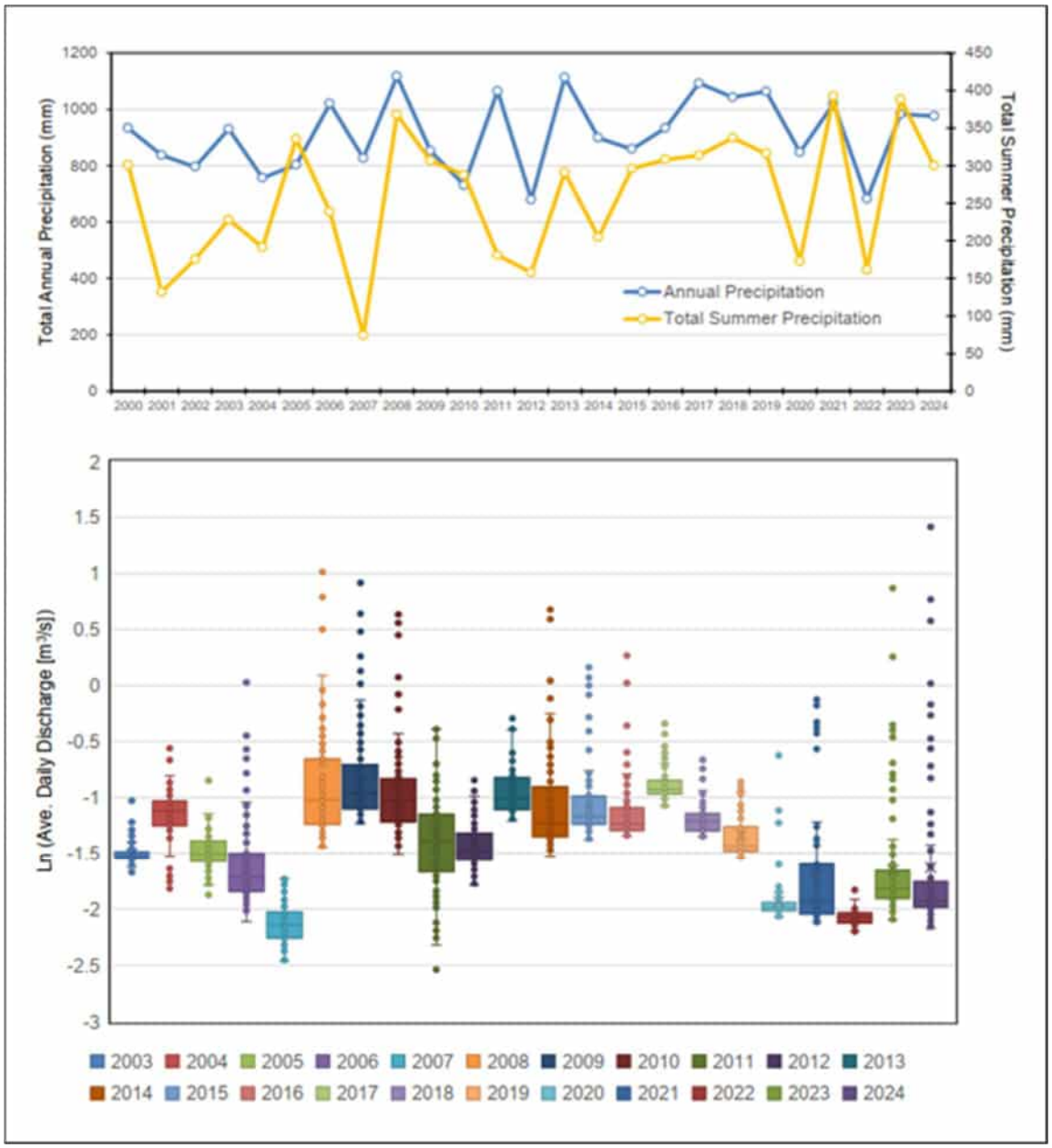


Figure 2-10: Boxplot of Mean Daily Average Summer (June-September) Stream Flows at SWM2, 2000 to 2024

For the box & whisker plot, data within the box represents 50% of the summer daily average flows and data outside the box represent those daily average flows in the upper and lower quartiles (maximum and minimum calculated flows). The horizontal line within the box represents the median flow for the summer months.

In 2024, the boxplot indicates that the daily average flow was often slightly lower than observed in 2023 and that summer discharge fluctuated within a large range in 2024. **Figure 2-10** also shows that a long-term fluctuating trend in daily average summer flows has occurred in Mill Creek since 2003, rather than an increasing or decreasing trend. There is a general correlation between the summer precipitation and the average summer discharge at SWM2.

2.3 Surface Hydrology Summary

The mean air temperature in 2024 was appreciably warmer than the 30-year average. Total precipitation in 2024 was 976 mm, which is 4% higher than the 30-year average of 935 mm.

Overall, changes in discharge in Mill Creek were related to precipitation or snow melt periods. The maximum instantaneous flow calculated at SWM2 in 2024 was within the historic range. A long-term fluctuating stream flow trend is observed, rather than an increasing or decreasing trend, based on the historical summer flow data collected from the Site.

The 2024 7-day low flow at SWM2 is similar to the 7-day low flow values recorded in 2007 and each year since 2020. The average of the SWM2 7-day low flow values from 2000 to 2023 is 0.203 m^3/s. The 2024 7-day low flow of 0.104 m^3/s is considerably lower than the historical average. The lower 7-day low flow values recorded since 2020 are attributed to the lower-than-normal amount of precipitation received in 2020, 2021, 2022 and the first half of 2023. Lower flows at SWM2 may also be related to the presence of a beaver dam located approximately 50 m upstream of SWM2, which was observed to be intact throughout 2024.

Based on the available data, there is no indication that aggregate extraction, or the resulting ponds, are affecting stream flow in Mill Creek on the University of Guelph property.

3.0 HYDROGEOLOGY

Groundwater monitoring has been conducted at the Mill Creek Property since late-1986. The principal objectives of the 2024 Annual Monitoring Program were as follows.

- To comply with the pertinent terms of the 2024 groundwater monitoring program;
- To provide an assessment of the effects of on-site aggregate extraction activities on the local groundwater and surface water setting;
- To determine and assess any changes in the groundwater quality;
- To document results in an annual monitoring report as part of a coordinated report; and
- To recommend any changes to the monitoring program for implementation in 2025.

Detailed results of the groundwater monitoring program are provided in **Technical Appendix B (Hydrogeology)**.

3.1 Methods

The methods and results of the hydrogeology program have been separated into a) Routine or historical procedures, and b) Groundwater thresholds, which were introduced in 2001. These are described in detail in Technical Appendix B.

The MNR requires that Dufferin Aggregates submits a monthly summary checklist report, which is to be issued within 10 business days of the last day of the preceding month. The summary includes groundwater level data corresponding to threshold monitoring pairs, threshold values, and pond levels. Below-water table extraction (wet tonnes extracted/day), water pumped from the Phase 1 pond, water pumped from the Phase 4 pond, and monthly precipitation totals are also reported in the summary report. In the event that a threshold value/level is exceeded for any period, this would be included in the summary with appropriate comments attached. The monthly reports are included with the correspondence (Sub Appendix F) in Technical Appendix B.

3.1.1 Routine Monitoring

There are various types of groundwater monitoring stations established on, and adjacent to, the property. Monitor types are described below and summarized in **Table 3-1**, Locations of the groundwater monitoring stations are shown in **Figure 3**.

Table 3-1: Groundwater Monitor Groupings at the Mill Creek Property

Bedrock	Sand and Gravel		Wetland	Creek
TW16-78 Well 4794	Boreholes 1* 1-R 2* 2-R* 3 4 5 6 7-I* 7-II* 11 12* 13 14 CBM1* CBM2* CBM3* 92-1* 92-1R 92-5 92-8 92-12 92-26 92-27	Multi-level 92-13 92-14* 92-15* 92-28 92-29 92-32 92-33 Observation and Test Wells TW16-79 OW1-84 OW2-84 OW4-84 OW5-84 OW16A-78	Drive Points DP6 DP7 DP8 DP9 DP10 DP11 DP12 DP16 DP113	Drive Points DP1 DP2 DP3 DP4* DP4R DP5A* DP5B* DP5C* DP5CR DP17* DP17R DP18 DP19 DP20 DP21 DP22

* Indicates monitor was decommissioned/removed/replaced and is no longer included in monitoring program.

1 Drilled stratigraphic boreholes within, or adjacent to, the property. These are instrumented with standpipes to measure the elevation of the water table in the shallow soil sequence.

Monitors (manual):

- Borehole Monitors at BH1/1R, BH3 to BH6, BH11, BH13, BH14;
- the OW (observation well) and TW (test well) monitors adjacent to Mill Creek near the southwest corner of the site; and
- monitors that were installed at selected locations in the 1992 resource boreholes across the property (92- series of stations).

Frequency:

- monthly; and
- more frequently at BH13, OW5-84, 92-12, 92-27, and 92-29, which are included in a threshold pair.

2 Shallow water table drive point monitors.

Monitors (manual):

- DP6 to DP12 and DP16 in the wetland areas (Mill Creek Property); and
- DP113 north of Highway 401 (Reid Heritage Property).

Frequency:

- Monthly; and
- more frequently at DP6, which is included in a threshold pair.

3 In-stream drive point monitors.

Monitors (manual):

- In-stream drive point monitors DP1 to DP4/4R, DP5CR, and DP17R to DP22. Measurements at the Mill Creek drive point monitors included groundwater levels and temperatures, and surface water levels and temperatures. In addition, surface water levels are monitored at stations SW1 and SW2, both of which are located in Mill Creek.

Frequency:

- Monthly; and
- More frequently at DP1, DP2, DP3, DP5CR, DP17R, DP21, which are included in a threshold pair.

4 Multi-level nests equipped with data loggers. These monitors have combination water level pressure transducers and temperature probes (installed in Nov. 2006).

Monitors (manual):

- 92-28, 92-29, and 92-32 – west side of property adjacent to Mill Creek – installed in November 2006 as part of extraction monitoring in Phase 3;
- 92-27 (a data logger was installed in December 2011 for the purpose of collecting groundwater level and temperature data from the shallow part of the aquifer) - west side of property adjacent to Mill Creek;
- 92-33 (a data logger was installed in March 2012 for the purpose of collecting groundwater level and temperature data from the shallow part of the aquifer. The previous permanent, non-removable multi-level pressure transducer and thermistor instrumentation malfunctioned at monitor nest 92-33 in 2010. A second shallow data logger was installed at 92-33 in October 2017 at a depth similar to the previous (i.e. pre-2012) shallow data logger.) – west side of property adjacent to Mill Creek;
- 92-12 (a data logger was installed in June 2012 for the purpose of collecting groundwater level and temperature data from the shallow part of the aquifer) – centre of property adjacent to Phase 4 operations;
- 92-13 (a data logger was installed in May 2013 for the purpose of collecting groundwater level and temperature data from the shallow part of the aquifer) – east side of property adjacent to Phase 1.
- BH4, DP7, DP8, DP9 and DP16 – centre of property adjacent to Phase 4 operations. These are single level data logger installations; and
- A data logger was installed in BH14, located between Monitor 92-12 and Mill Creek, in June 2015.

Frequency:

- Readings of water level (pressure) and temperature were recorded by data loggers once per day. The data were downloaded monthly for review.

5 Water Wells

- As in previous years, and although not part of the 1993 “official” monitoring program, water wells located on the property, and a well supplying a local resident in the vicinity of the property, were monitored monthly. Water level monitoring began in the summer of 1994 at select locations.

6 Pond Staff Gauges

- Surveyed staff gauges were maintained in the Phase 1 pond, Phase 2 pond, Phase 3 pond, and Phase 4 pond. Starting in 2013, a new staff gauge was installed at the east end of the silt pond SP3 northerly extension, which represents water levels in both silt pond SP3 and the Phase 4 pond, since they are hydraulically connected. Measurements of pond water levels were completed daily during the ice-free period through 2024. Pond temperatures were measured monthly during the ice-free period.

The results of the routine groundwater monitoring program are summarized in Section 3.2 in the following order.

- Bedrock Aquifer (Section 3.2.1);
- Sand and Gravel Aquifer (Section 3.2.2);
- Wetland Monitors (Section 3.2.3); and
- Mill Creek Drive Points (Section 3.2.4).

3.1.2 Threshold Monitoring

On June 27, 2001, and following detailed negotiations with MNR and other regulatory agencies, Dufferin Aggregates issued a document entitled Mill Creek Aggregates Interim Groundwater Threshold and Action Response Plan. Interim thresholds and early warning values were set at six locations across the site, and each location includes a pair of groundwater monitors (**Figure 4**). The thresholds are based on maintaining positive seasonal hydraulic head differences on the water table between the monitor pairs, such that a hydraulic gradient will continue to exist from the site toward Mill Creek.

The thresholds and early warning values were ld to ensure that the quantity of groundwater that discharges to Mill Creek does not decline below a minimum level, and they are based on seasonal historic low water level data. A summary of thresholds for groundwater monitoring pairs and the on-site ponds is provided in **Table 3-2**. The monitoring program and development of threshold monitoring pairs has undergone refinement, with MNR approval, since 2001.

Table 3-2: Summary of Thresholds for Groundwater Monitoring Pairs and the On-Site Ponds

Monitor Pair/Location	Threshold Values	Early Warning
(11) (1) BH13 to DP21$_{in}$ • East of Hanlon Interchange to Creek	Spring: 0.11 m head difference (305.60mASL) Summer: 0.10 m head difference (305.49mASL) Fall: 0.09 m head difference (305.58mASL) Winter: 0.11 m head difference (305.66mASL)	0.13 m head difference 0.12 m head difference 0.11 m head difference 0.13 m head difference
(2) BH92-12 to DP17R$_{in}$ • East of Hanlon interchange to Creek	Spring: 0.14 m head difference (305.17mASL) Summer: 0.06 head difference (305.17mASL) Fall: 0.04 m head difference (305.17mASL) Winter: 0.07 m head difference (305.17mASL)	0.19 m head difference 0.12 m head difference 0.09 m head difference 0.13 m head difference
(3) DP6$_{in}$ to DP3$_{in}$ • South of Hanlon Interchange to Creek	Spring: 0.73 m head difference (304.54mASL) Summer: 0.58 m head difference (304.54mASL) Fall: 0.55 m head difference (304.54mASL) Winter: 0.57 m head difference (304.54mASL)	0.84 m head difference 0.76 m head difference 0.73 m head difference 0.69 m head difference
(4) BH92-29 to DP1$_{in}$ • Northwest corner of site; west of approved Phase 3 extraction area	Spring: 0.17 m head difference (303.97mASL) Summer: 0.23 m head difference (303.91mASL) Fall: 0.19 m head difference (303.96mASL) Winter: 0.29 m head difference (303.88mASL)	0.22 m head difference 0.28 m head difference 0.24 m head difference 0.34 m head difference
(5) BH92-27 to DP2 $_{in}$ • West of approved Phase 3 extraction area	Spring: 0.34 m head difference (303.69 mASL) Summer: 0.32 m head difference (303.50 mASL) Fall: 0.34 m head difference (303.55 mASL) Winter: 0.43 m head difference (303.65 mASL)	0.39 m head difference 0.37 m head difference 0.39 m head difference 0.48 m head difference
(6) OW5-84 to DP5C $_{in}$ • Southwest corner of site downgradient from SP1 to Creek	Spring: 0.30 m head difference (302.86) *Revised: 0.18 m head difference (302.86)** Summer: 0.25 m head difference (302.79) *Revised: 0.15 m head difference (302.79)** Fall: 0.25 m head difference (302.84) *Revised: 0.15 m head difference (302.84)** Winter: 0.30 m head difference (302.88) *Revised: 0.20 m head difference (302.88)**	0.34 m head difference *0.21 m head difference** 0.28 m head difference *0.18 m head difference** 0.28 m head difference *0.18 m head difference** 0.34 m head difference *0.23 m head difference**
(7) Phase 1 Pond	305.5 mASL – All seasons	305.75 mASL – All seasons
(8) Phase 2 Pond	305.0 mASL – All seasons	305.30 mASL – All seasons
(9) Phase 3 Pond	303.85 mASL – All seasons	304.10 mASL – All seasons
(10) Phase 4 Pond	304.50 mASL – All seasons	305.10 mASL – All seasons
(11) Silt Pond SP3	Maximum: 307.1 mASL Minimum: 304.85 mASL	Maximum: 306.85 mASL Minimum: 305.10 mASL

Thresholds and action response plan came into effect on June 30, 2001.
Values in brackets refer to minimum water level elevations at monitors DP21, DP17R, DP1, DP2, DP3, DP5C/CR.
Seasons are as follows: WINTER = Jan. to Mar. inclusive, SPRING = Apr. to Jun. inclusive.
SUMMER = Jul. to Sep. inclusive, FALL = Oct. to Dec. inclusive.

* Indicates revised thresholds approved on June 30, 2022.

3.2 Results of Groundwater Monitoring

3.2.1 Bedrock Aquifer

As noted in **Table 3-1**, there are two water wells on the property that were developed within the bedrock aquifer: TW16-78 and North Farmhouse Well 4794. Water level data for these wells are provided in Technical Appendix B.

The water levels (as far as could be monitored) recorded in the bedrock aquifer wells exhibited normal seasonal trends that reflected prevailing climatic conditions and were not affected by pit operations.

3.2.2 Sand and Gravel Aquifer

The following section describes both groundwater levels and temperature.

Groundwater Levels

The monitors that are screened in the sand and gravel aquifer are noted in **Table 3-1**.

Compared to 2023, water levels in the representative monitors were, on average, 0.04 m lower (92-32) to 0.19 m higher (1-R) in 2024. The average water levels at 92-32 remained similar from 2023 to 2024 due to the lower water levels observed from March through August and December being offset by the higher water levels observed during the remaining months. The average water levels at 1-R and 4-I were higher than observed in 2023 during each month in 2024, contributing to the higher average annual levels in 2024.

The interpreted low water table configuration illustrated in **Figure 5** indicates that groundwater continues to move from east to west across the northern property. The water table contours south of Highway 401 tend to “bend back” toward the creek, indicating that the creek receives groundwater discharge from the subject property along the reach south of Highway 401. Typically, water table contours bend back further (i.e., more strongly) under high flow water table conditions, indicating an increased component of groundwater flow northwestward toward the creek near the Hanlon interchange and to the west.

Groundwater Temperature

Shallow groundwater monitoring immediately downgradient of the pit ponds show the influence of the ponds on groundwater temperatures and that temperatures quickly dissipate within a short distance from the ponds. For example, at the west side of the site, shallow groundwater temperatures at Monitor 92-29 have increased while the shallow groundwater temperatures at Monitor 92-28, located between Monitor 92-29 and Mill Creek, have remained relatively stable (**Figures 3-1 and 3-2**).

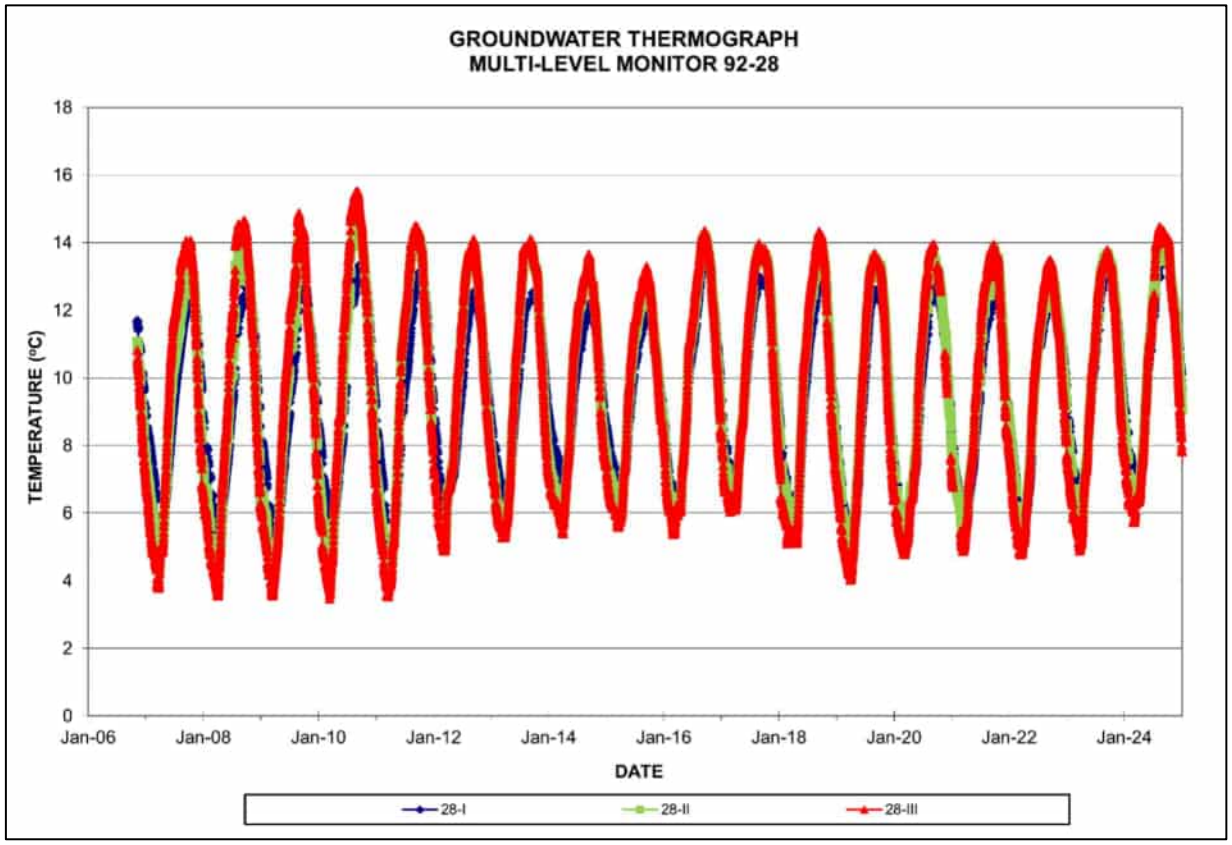


Figure 3-1: Groundwater Thermograph of Multi-level Monitor 92-28

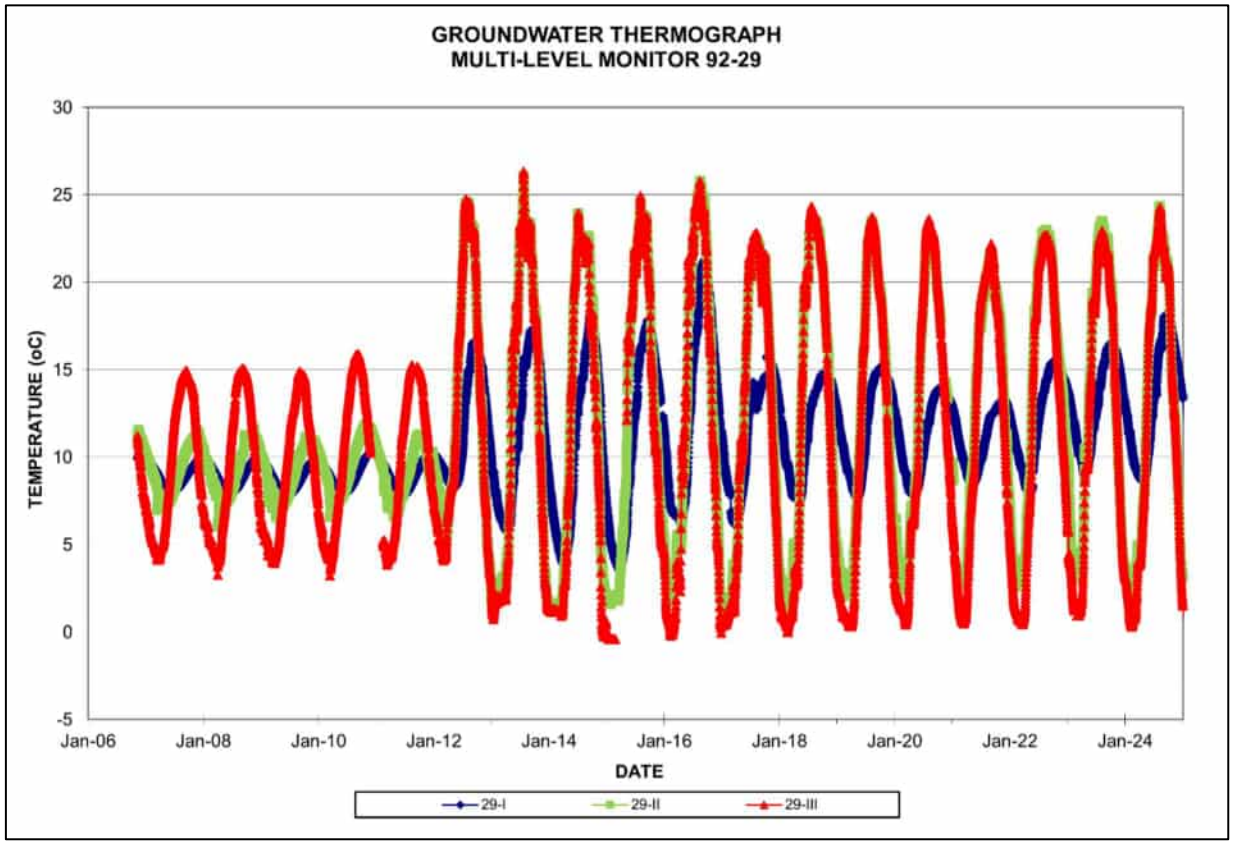


Figure 3-2: Groundwater Thermograph of Multi-level Monitor 92-29

Further downgradient of 92-29 is DP1, located in Mill Creek. 92-29 and DP1 represent a monitoring pair for Threshold pair monitoring (see Section 3.2.5). The thermograph for DP1 (**Figure 3-3**) suggests that development of the Phase 3 pond in 2012 has not influenced groundwater temperatures in Mill Creek to any notable degree.

Monitor 92-27 is also adjacent to the Phase 3 pond, and with DP2 represents a threshold monitoring pair. This threshold pair exhibits a similar groundwater temperature relationship as the 92-29 to DP1 threshold pair. Similar to DP1, the thermograph for DP2 (**Figure 3-4**) suggests that development of the Phase 3 pond in 2012 has not influenced groundwater temperatures in Mill Creek to any notable degree. There does appear to be a subtle long-term increasing trend in groundwater temperature at DP1 and DP2 that began prior to operational activities in this area and may be a regional phenomenon, as suggested by a similar subtle increasing trend observed at upstream drive point DP20 (**Figure 3-5**).

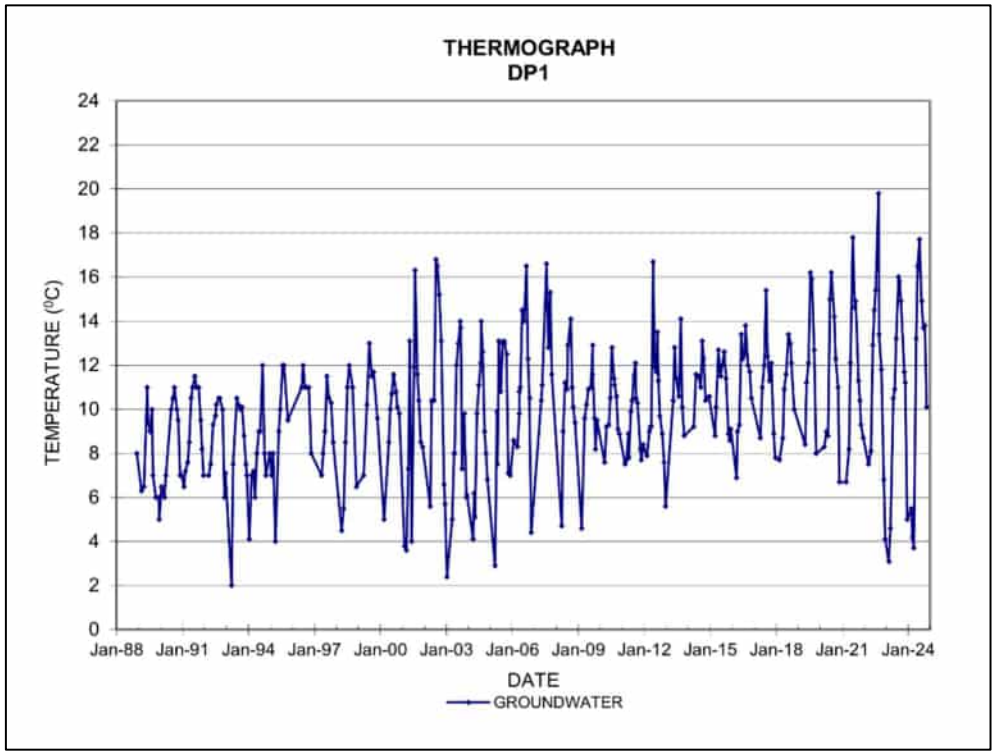


Figure 3-3: Groundwater Thermograph of Drive Point DP1

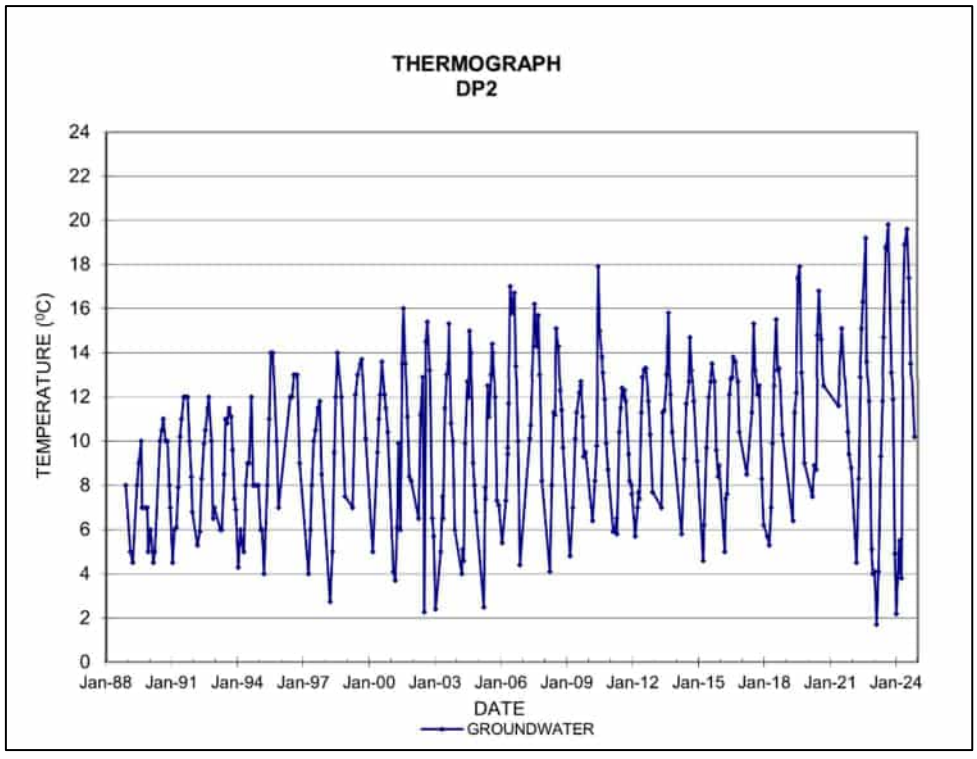


Figure 3-4: Groundwater Thermograph of Drive Point DP2

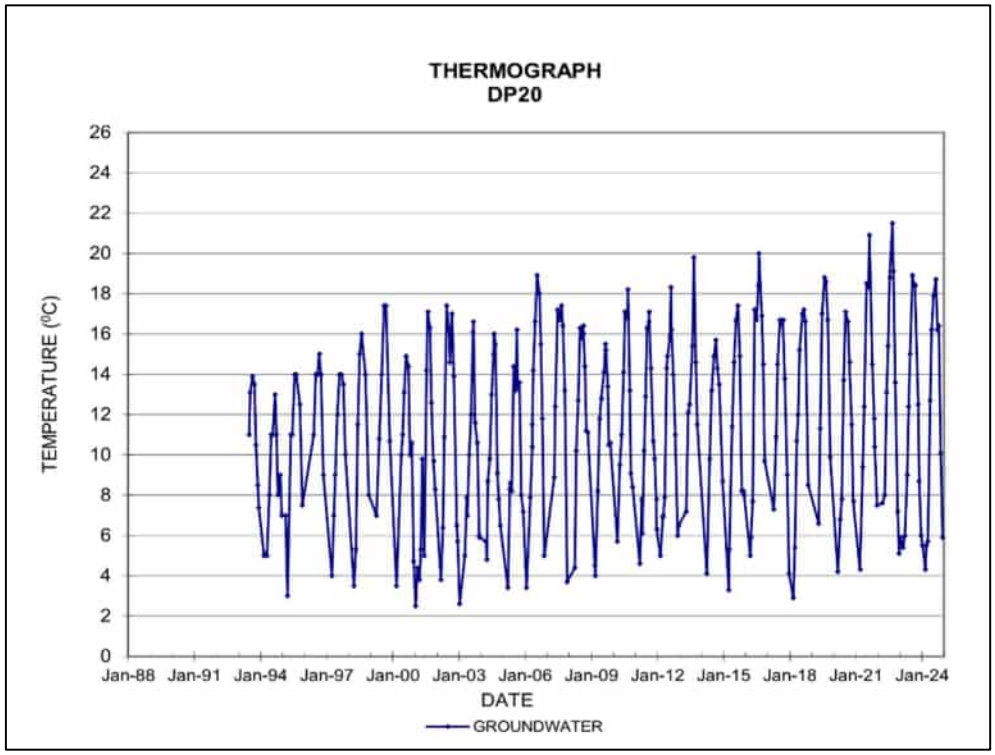


Figure 3-5: Groundwater Thermograph of Drive Point DP20

3.2.3 Wetland Water Levels

The drive point monitors that are located in the wetland are noted in **Table 3-1**. Monitors DP6 to DP12 are located in the large wetland area in the north-central part of the property. DP15 was located in a wetland pocket in the northwestern part of the property and was removed due to extraction after August 2011, and DP16 is located in the wetland along the western side of the property. A groundwater hydrograph of three representative drive points in the wetland is presented in **Figure 3-6**. As shown in the hydrograph, of the three representative drive points, the groundwater elevation at DP7 is typically highest, and the lowest elevations occur at DP11. This is expected, as DP7 is located furthest from Mill Creek and DP11 is closest, and groundwater flow is toward Mill Creek at the site. Hydrographs for all wetland drive points are provided in Technical Appendix B.

Monitoring of wetland drive points on the Reid Heritage property adjacent to Mill Creek north of Highway 401 commenced in August 2000, and those monitors were incorporated into the routine monitoring program. Each of these drive points have now been removed except for DP113, located immediately north of Hwy 401.

Historically, the groundwater levels within the wetland remained reasonably close to ground surface throughout the year. The water levels are typically nearest to ground surface, and in some instances, they are above ground surface, mostly during the spring melt. The groundwater levels then show a progressive decline to their maximum depth below ground surface during the summer to early fall months. The fluctuation between the spring high water levels to the summer low water levels usually ranges from 0.1 m to 1.0 m, depending on the location.

The average groundwater level recorded within the wetland areas in 2024 was equal to the historical average, and about 0.06 m above the 2023 average for the site. The higher average levels in 2024 compared to 2023 are attributed to the increase in water level observed in the late summer due to higher than normal precipitation in

July/August. The increase in water levels within the wetland areas generally is less than the increase experienced at other locations across the site. This is primarily due to the proximity of the wetland areas to Mill Creek, which acts as a buffer, or hinge point, for the water table that reduces the magnitude of seasonal variations. The wetland groundwater levels recorded in 2024 were within the historical maximum and minimum groundwater levels. An aggregate extraction influence is not apparent.

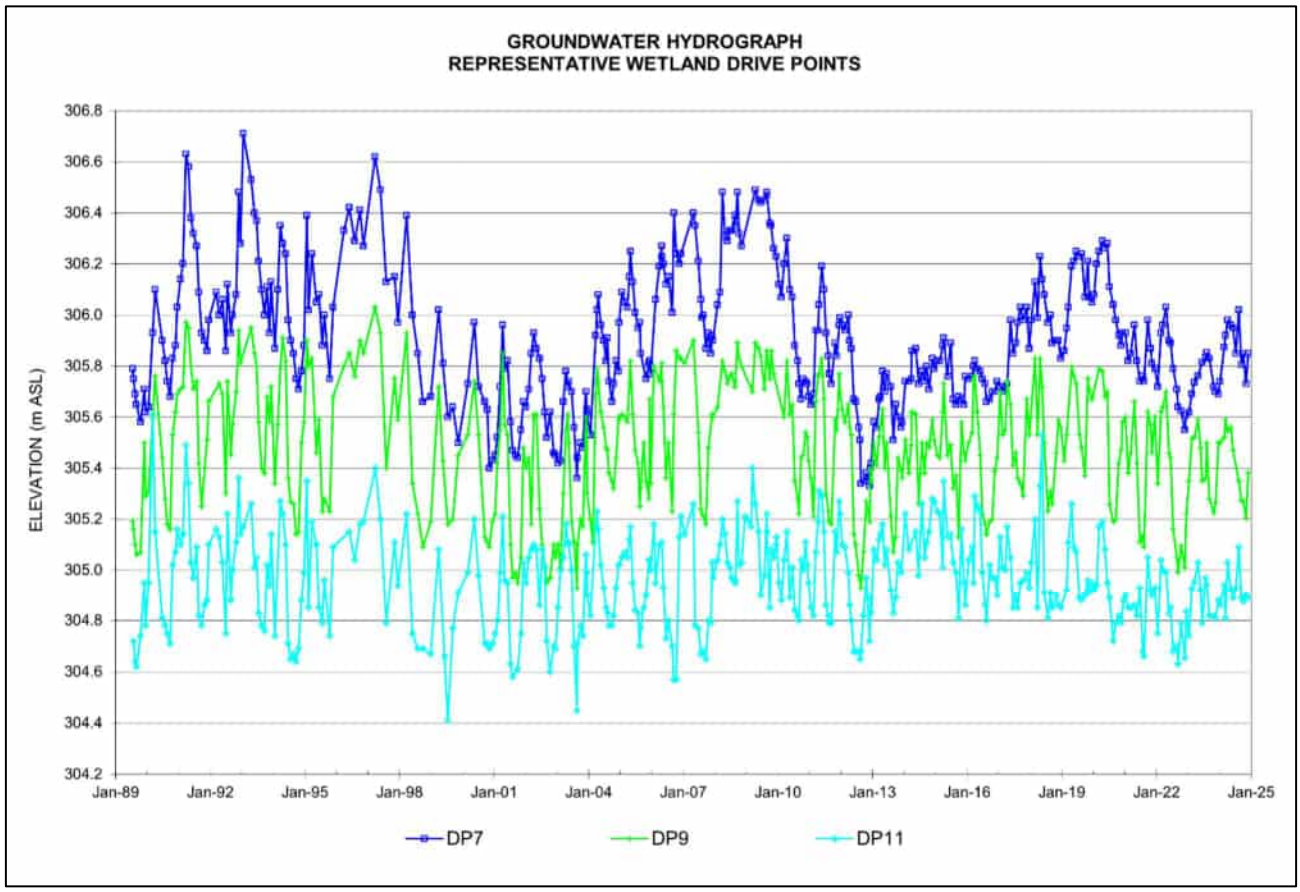


Figure 3-6: Groundwater Hydrograph of Three Representative Drive Points in the Wetland

3.2.4 Mill Creek Drive Points

Groundwater Level

The drive point monitors in the creek bed are listed in **Table 3-1** with their locations shown on **Figure 3**. Detailed data for hydraulic head and groundwater flux for the in-stream drive points are provided in Technical Appendix B.

The yearly average vertical hydraulic gradients for the in-stream drive points from 2021 to 2005, are shown in **Table 3-3** as well as the annual historic average from the start of data collection (1988 to 1993) to 2005.

Table 3-3: Average Vertical Hydraulic Gradient

DRIVE POINT	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
DP5A/B/C/CR	0.61	0.62	0.68	0.66	0.55	0.52*	0.54	0.47	0.18	0.21	0.28	0.18
DP2	0.15	0.16	0.24	0.25	0.24	0.25	0.26	0.25	0.33	0.34	0.29	0.33
DP1	0.33	0.32	0.28	0.23	0.20	0.25	0.27	0.25	0.33	0.33	0.37	0.37
DP3	0.07	0.05	0.06	0.06	0.05	0.04	0.07	0.04	0.06	0.05	0.05	0.05
DP17/R	0.06	0.08	0.04	0.04	0.06	0.05	0.07	0.06	0.04	0.05	0.03	0.03
DP22	0.05	0.04	0.04	0.04	0.06	0.07	0.07	0.08	0.05	0.05	0.08	0.05
DP4/R	0.07	0.04	0.03	0.02	0.06	0.13	0.13	0.16	0.10	0.14	0.17	0.11
DP21	0.11	0.08	0.08	0.07	0.12	0.08	0.06	0.11	0.03	0.06	0.08	0.07
DP20	-0.02	-0.05	-0.07	0.08	0.11	0.13	0.08	0.14	0.10	0.12	0.12	0.14
DP19	-0.10	-0.13	-0.20	0.03	0.06	0.05	0.02	0.01	-0.03	-0.01	0.06	0.03
DP18	-0.15	-0.06	-0.09	0.15	0.10	0.10	0.06	0.12	0.08	0.11	0.09	0.10

DRIVE POINT	2012	2011	2010	2009	2008	2007	2006	2005	HISTORIC AVERAGE (UP TO 2005)
DP5A/B/C/CR	0.40	0.19	0.18	0.12	0.12	0.09	0.09	0.11	0.09
DP2	0.32	0.30	0.30	0.24	0.22	0.22	0.21	0.14	0.17
DP1	0.30	0.31	0.27	0.21	0.22	0.19	0.21	0.23	0.22
DP3	0.06	0.06	0.07	0.06	0.06	0.06	0.06	0.05	0.04
DP17/R	0.03	0.04	0.06	0.05	0.06	0.04	0.04	0.04	0.02
DP22	0.04	0.06	0.06	0.09	0.09	0.06	0.07	0.06	0.03
DP4/R	0.08	0.12	0.15	0.22	0.20	0.12	0.12	0.09	0.04
DP21	0.05	0.09	0.10	0.14	0.16	0.11	0.11	0.08	0.06
DP20	0.08	0.10	0.11	0.19	0.15	0.14	0.14	0.12	0.00
DP19	0.00	0.04	0.04	0.12	0.09	0.04	0.05	0.07	-0.06
DP18	0.07	0.08	0.07	0.13	0.12	0.06	0.07	0.08	0.03

NOTES:
1) (-) = downward vertical gradient
2) Because of several drive point replacements due to vandalism, DP5 data from 2012 onward are interpreted with caution.
3) * Due to the presence of a beaver dam downstream of DP5CR, DP5CR data for 2019 are interpreted with caution.

The hydrographs for the drive point monitors show the seasonal changes in elevation of the groundwater at each monitor, together with the surface water elevation data for the creek. Hydraulic gradients for select drive points (DP2, DP3, DP17, DP19 and DP21) are shown in **Figures 3-7 to 3-11**. The following patterns and trends were observed in 2024:

- Based on the average condition through 2024, upward gradients between the groundwater and the creek occurred from where Mill Creek crosses highway 401 (DP21) downstream to DP5CR. Groundwater discharge continues to provide base flow to these reaches of Mill Creek.
- As shown in the preceding table, the magnitude of the average vertical hydraulic gradient is variable from DP21 downstream to DP5A/B/C/CR, with the strongest upward gradients being observed at DP1, DP2, and DP5A/B/C/CR, and the weakest upward gradients in the creek between DP4/R, DP22 and DP3.
- Based on the average condition through 2024, downward gradients between the groundwater and the creek occurred at the drive points located north of Highway 401 (DP18, DP19 and DP20).
- Between 1998 and 2005, downward vertical gradients persisted in the reach north of Highway 401 at DP19. At DP18 and DP20, gradients varied from downward to upward during the 1998 to 2005 period. From 2005 to June 2022, the vertical gradients at these drive points remained upward, with the exception of neutral and downward vertical gradient conditions on average over the course of the year at DP19 in 2012 and in 2015 and 2016, respectively (varied between downward and upward gradient conditions). Beginning in July 2022, strong downward gradients were frequently observed within the reach north of Highway 401 (Figure 3-10). The downward gradients observed since July 2022 are stronger than observed historically at each of the three drive point locations. When the downward gradients are observed, they are caused by a notable decrease in groundwater level recorded at the drive point locations. These lower groundwater levels were not consistently observed in 2023/2024 but, when observed, resulted in downward gradients. The cause of the sudden change in hydraulic gradient at DP18, DP19 and DP20 is not apparent; however, it is interpreted to be related to upgradient activities or climatic conditions.
- In 2024, the average vertical hydraulic gradients were higher than the 2023 values at DP1, DP3, DP4R, DP19, DP20, DP21 and DP22; and lower than the 2023 values at the remaining in-stream drive points. The difference between the 2024 average and the 2023 average ranged between a decrease of 0.09 at DP18 and an increase of 0.03 at DP4R, DP19, DP20 and DP21. The 2024 average vertical hydraulic gradients at the creek drive points were generally higher than, or similar to, the pre-2005 averages, with the exceptions of the locations north of Highway 401. This overall increase in hydraulic gradients likely reflects a buffering effect due to the presence of the Phase 1, Phase 3, and Phase 4 ponds, and translates into a proportional increase in the groundwater discharge to Mill Creek.
- Generally, the seasonal fluctuation of the surface water elevation in Mill Creek at the drive point monitors was similar to the variation of the groundwater elevation in 2024. Historically, greater seasonal groundwater fluctuations have been observed compared to surface water fluctuations.

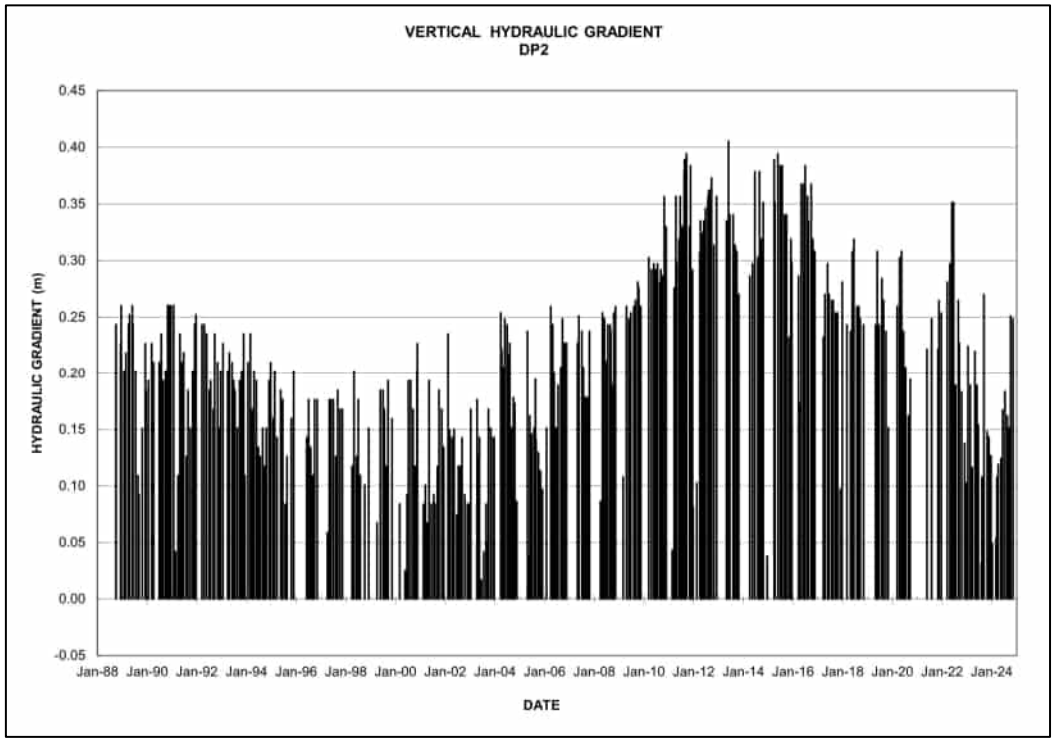


Figure 3-7: Hydraulic Gradient at Stream Drive Point Station DP2

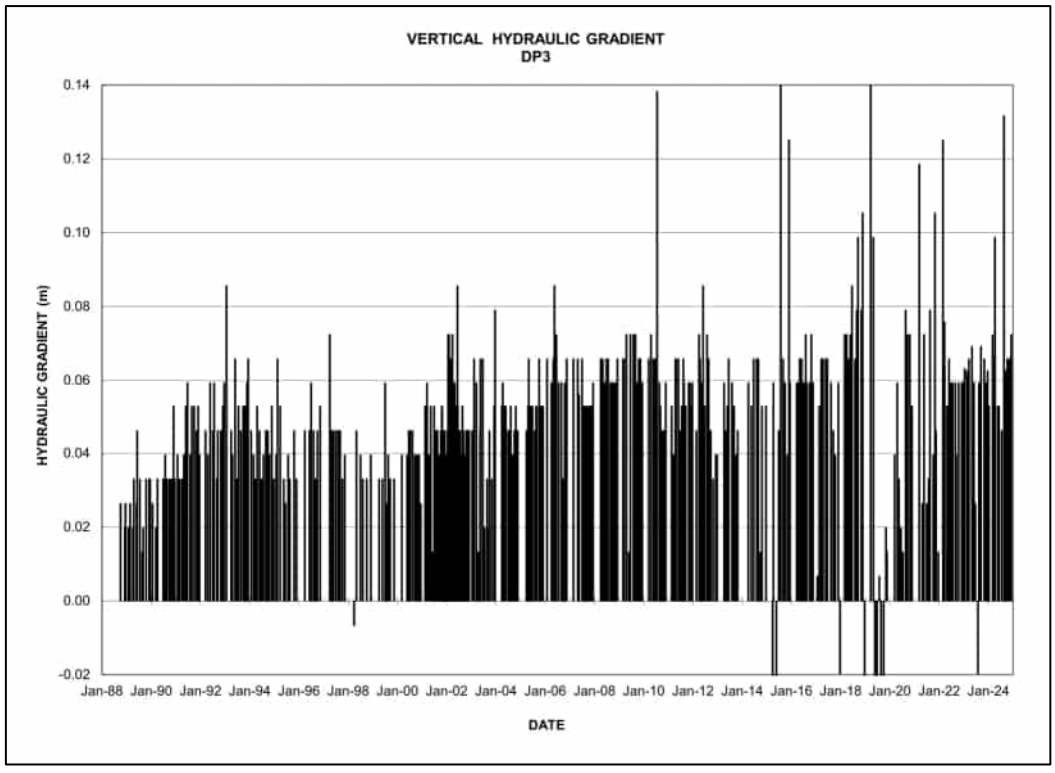


Figure 3-8: Hydraulic Gradient at Stream Drive Point Station DP3

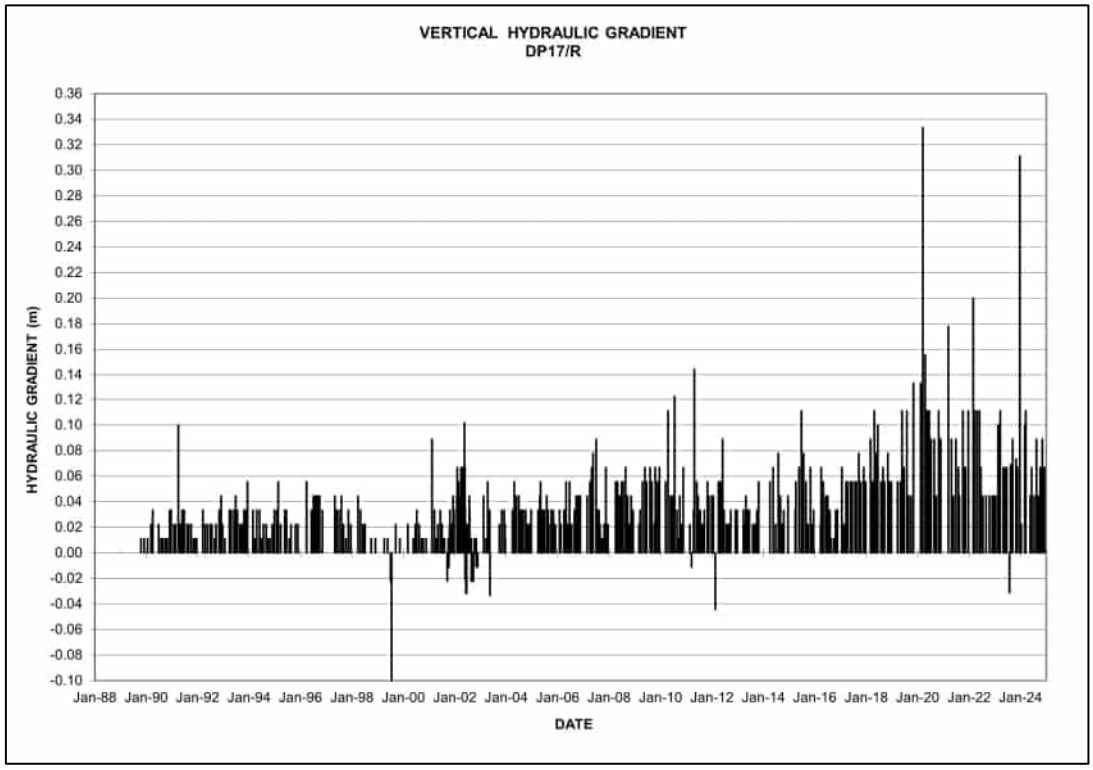


Figure 3-9: Hydraulic Gradient at Stream Drive Point Station DP17/R

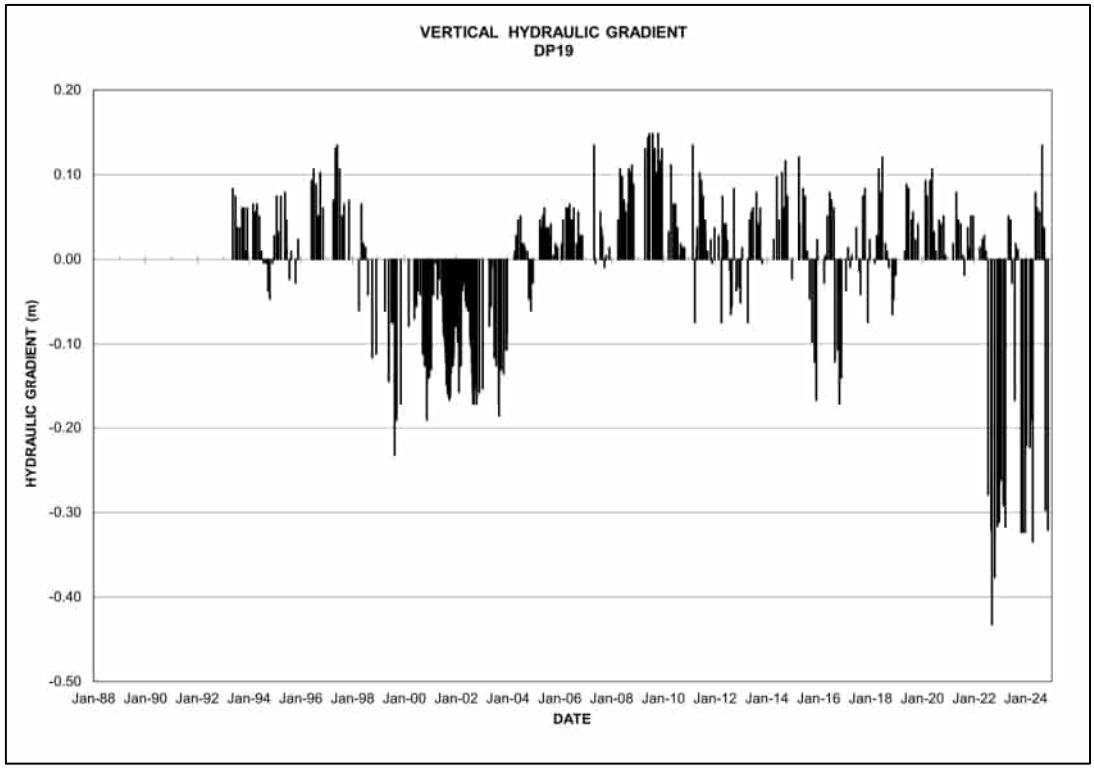


Figure 3-10: Hydraulic Gradient at Stream Drive Point Station DP19

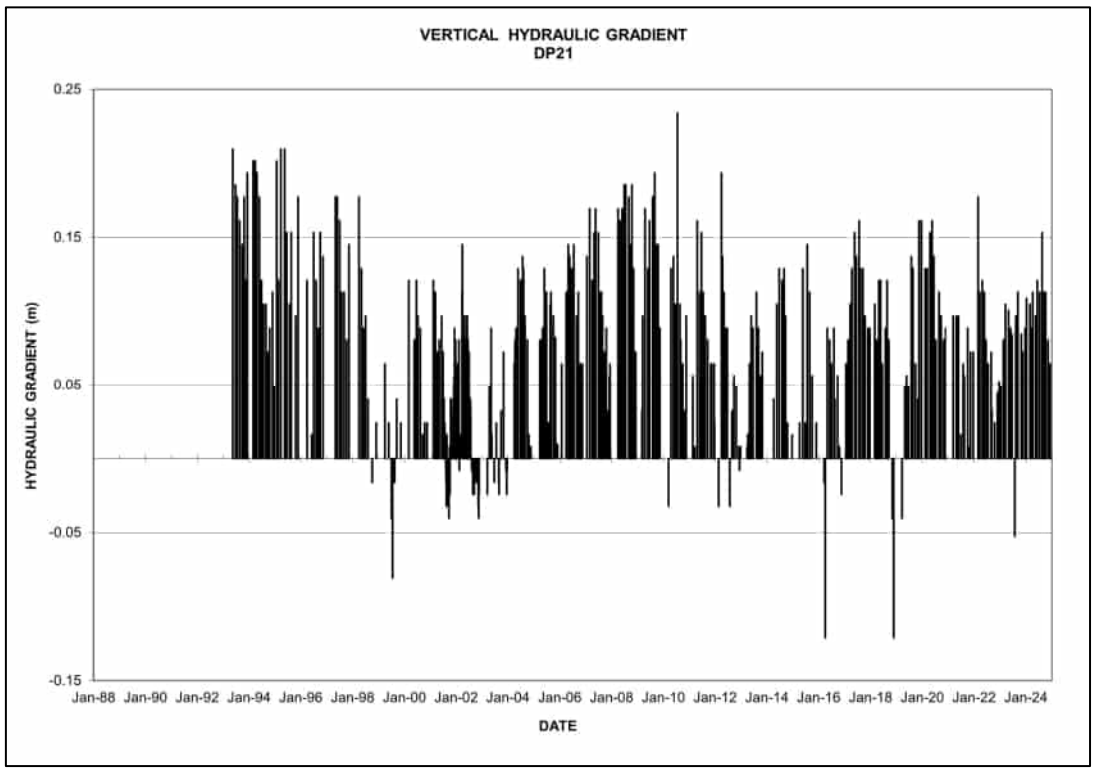


Figure 3-11: Hydraulic Gradient at Stream Drive Point Station DP21

Groundwater Temperature For In-Stream Drive Points

An example of a thermograph from one in-stream drive point (DP2) is provided in **Figure 3-12**. This figure illustrates the relationship between surface water and groundwater temperatures. The water temperatures at the Mill Creek drive points show the following general seasonal patterns:

- A wide seasonal variation in the surface water temperatures, which are low in the winter and high in the summer, is observed. In 2024, the surface water temperature ranged from 1.2°C to 23.2°C, which was within the historical range.
- Whereas there is a somewhat smaller seasonal variation in groundwater temperatures recorded (historically between 2°C and 21°C when all drive point monitors are considered), this is still considered to be a wide seasonal variation for typical groundwater. It is noted, however, that thermal transfer from the creek surface water will affect the shallow groundwater temperatures at the drive points. In addition, the amount of monitor development that is completed before a groundwater temperature reading is taken can affect the value. The groundwater temperatures at the creek drive points in 2024 ranged from 2.2°C to 19.7°C.
- Along Mill Creek downstream of Highway 401 in 2024, vertical gradients were generally upward, and groundwater discharge provided a cooling influence on creek temperatures during the warm summer months, and a warming influence during the cold winter months.
- The temperature patterns for 2024 shown on the thermographs are generally consistent with historic patterns. The average 2024 groundwater temperatures at each drive point except for DP20 were higher than the historical averages, while the average 2024 groundwater temperature at DP20 was lower than the historical average. The average 2024 surface water temperatures at DP1, DP2, DP5CR, DP18,

DP19 and DP20 were higher than the historical averages, while the average 2024 surface water temperatures at the remaining drive points were lower than the historical averages. Compared to the historical averages (start of monitoring to 2023), the 2024 groundwater temperature averages differed by between -0.5°C and 1.5°C, and the surface water temperature averages differed by between -0.7°C and 1.1°C.

Thermographs for all creek drive points are included in Technical Appendix B.

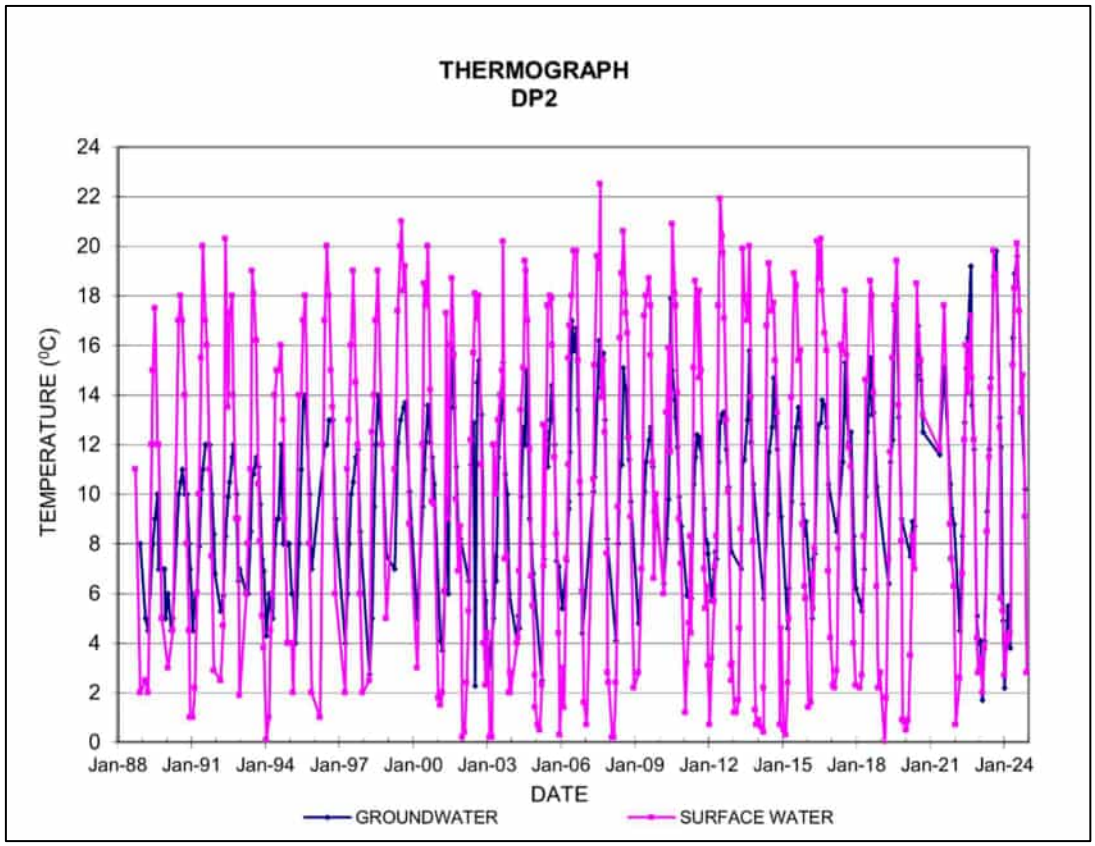


Figure 3-12: Thermograph for DP2

3.2.5 Compliance With Interim Threshold Values

The early warning and interim threshold values, which came into effect on June 30, 2001, are based on maintaining positive seasonal hydraulic head gradients across the water table between specific monitor pairs, such that a positive hydraulic gradient continues to exist from the site toward Mill Creek. In other words, the groundwater levels should be lower at locations closer to Mill Creek.

Maximum and minimum elevations with associated early warning values are defined for each pond. The interim threshold and early warning values generally are based on a review of historic pre-extraction low water level data (where available) and are defined seasonally; pond threshold water level values do not change seasonally. Where necessary, threshold pairs have been modified over time to reflect extraction conditions and the removal of individual monitor locations.

It is noted that the groundwater levels in the in-stream drive points typically respond more rapidly to precipitation and snowmelt events than the deeper groundwater monitors. As such, occasionally, early warning and threshold value exceedances can occur due to these natural events.

A summary of the head differences for the monitor pair locations and pond elevations are illustrated in the following **Figures 3-13 to 3-22**. Where available, historical data are shown in the figures for comparison purposes. The six monitor pairs and the six ponds are briefly described below.

Groundwater conditions remained within threshold limits in 2024.

BH92-29 to DP1 (Figure 3-13)

This monitor pair replaced the BH92-30 to BH92-28 threshold pair in May 2012, as BH92-30 was removed during extraction activities in April 2012. This pair is located in the northwest corner of the site, south of the confluence between the Pond Creek tributary and Mill Creek. DP1 is an in-creek drive point located in Mill Creek near the western property boundary. There were no exceedances of the threshold values or the early warning values at this pair in 2024.

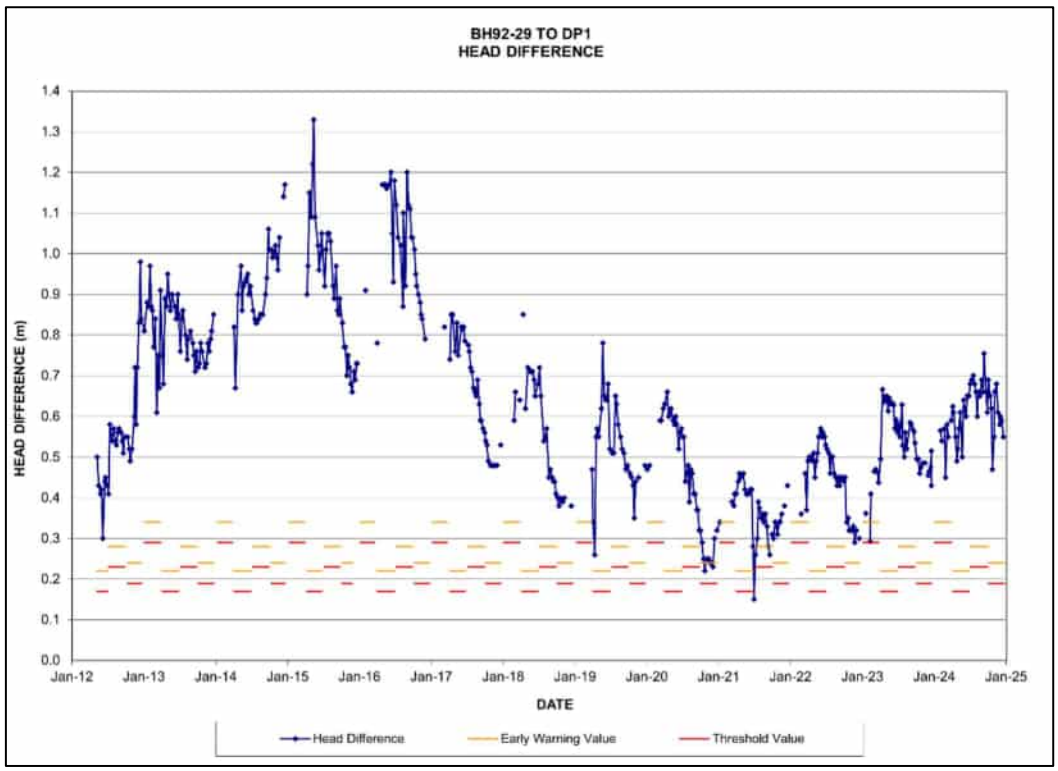


Figure 3-13: Hydraulic Head Difference for Monitoring Pair BH92-29/DP1; May 2012 to December 2024

BH92-27 to DP2 (Figure 3-14)

DP2 is an in-creek drive point located in Mill Creek at the western property boundary. There were no exceedances of the early warning or threshold values at this pair in 2024.

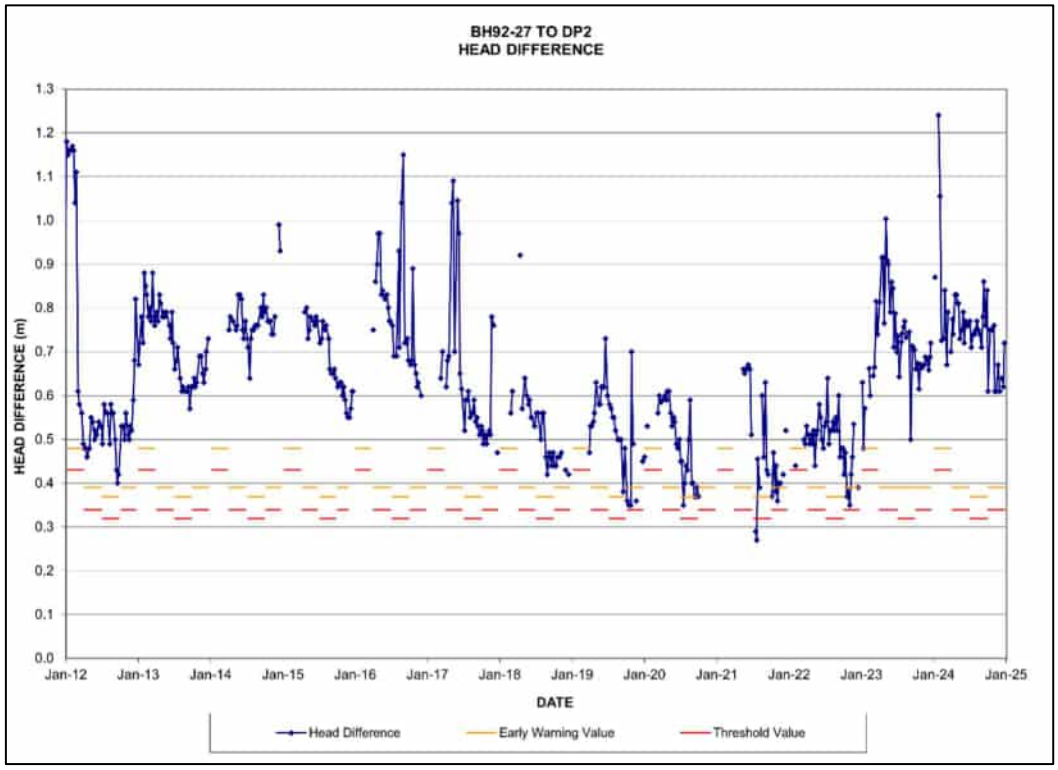


Figure 3-14: Hydraulic Head Difference for Monitoring Pair BH92-27/DP2; December 2011 to December 2024

OW5-84 to DP5C/CR (Figure 3-15)

This pair of monitors is located in the southwest corner of the site, adjacent to Mill Creek. OW5-84 is a groundwater monitor screened to about full depth in the aquifer and is situated just inside the property line. The location of DP5 has been modified several times due to vandalism and access issues. DP5A was an in-creek drive point situated in Mill Creek just north of the bridge at Township Road 2. DP5B replaced DP5A in this threshold pair in December 2011 when DP5A became inaccessible due to landowner permission being withdrawn. DP5B, located south of the bridge, was vandalized in July 2012, and replaced with DP5C, which was installed slightly upstream from DP5B, but still south of the bridge. New (preliminary) threshold values were implemented for the OW5-84 to DP5C pair in September 2012. Based on hydraulic conductivity testing, it is interpreted that DP5C was installed in lower-conductivity soil that is not reflective of the sand/gravel aquifer in which DP5A and DP5B were developed. This condition would result in groundwater levels that do not respond to climatic conditions as quickly as nearby drive points screened in more representative soils with higher hydraulic conductivities.

DP5C was vandalised in Spring 2017 and replaced with DP5CR, which was installed at the location of DP5C. The early warning and threshold values were not exceeded at DP5C prior to the vandalism. Frequent exceedances of the early warning and threshold values at the OW5-84 to DP5CR pair occurred between the DP5CR installation in 2017 and 2021, which were considered to be “false” exceedances that were the result of the observed hydrogeological variability at this location in Mill Creek. Revised early warning and threshold values were developed by WSP in 2021 and were approved by the MNR in mid-2022.

There were no exceedances of the early warning values or threshold values at this pair in 2024.

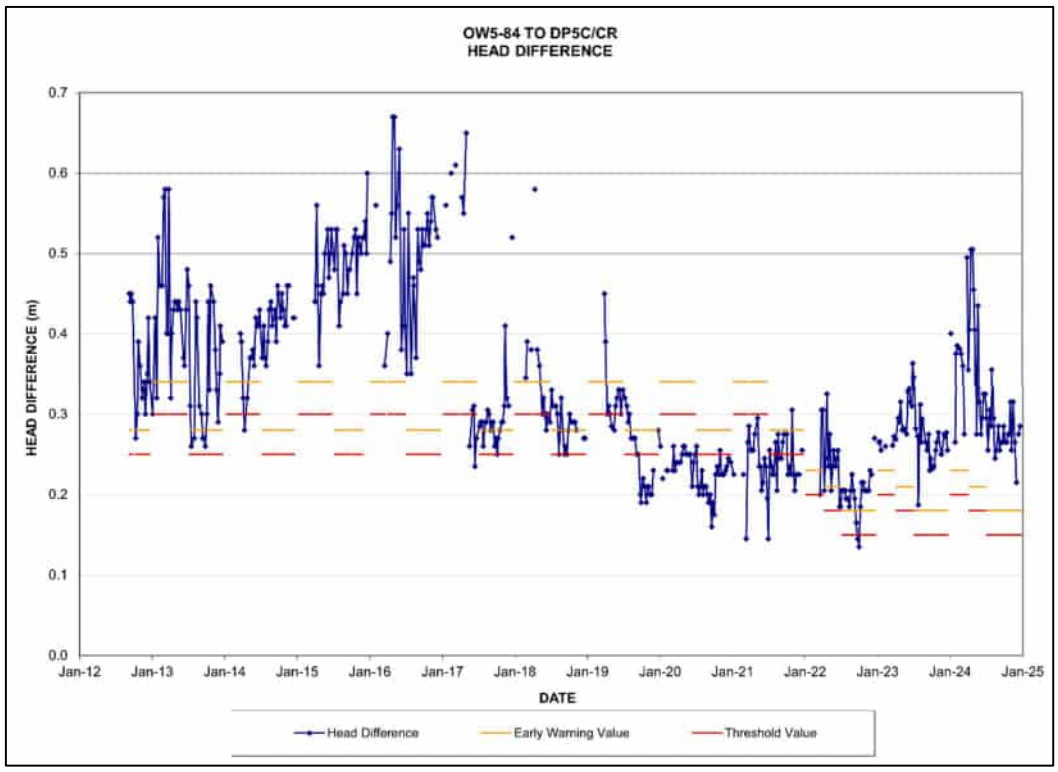


Figure 3-15: Hydraulic Head Difference for Monitoring Pair OW5-84/DP5C/CR; September 2012 to December 2024

BH92-12 to DP17/R (Figure 3-16)

BH92-12 was established in 2001 just outside the licensed area of extraction, west of Phase 5 (extraction began in the northeast corner of Phase 5 at the end of 2019). Monitor DP17 is an in-creek drive point located at the Hanlon interchange, upstream from DP3. The threshold values have not been exceeded since its implementation on June 30, 2001. The early warning and threshold values were not exceeded at this pair in 2024.

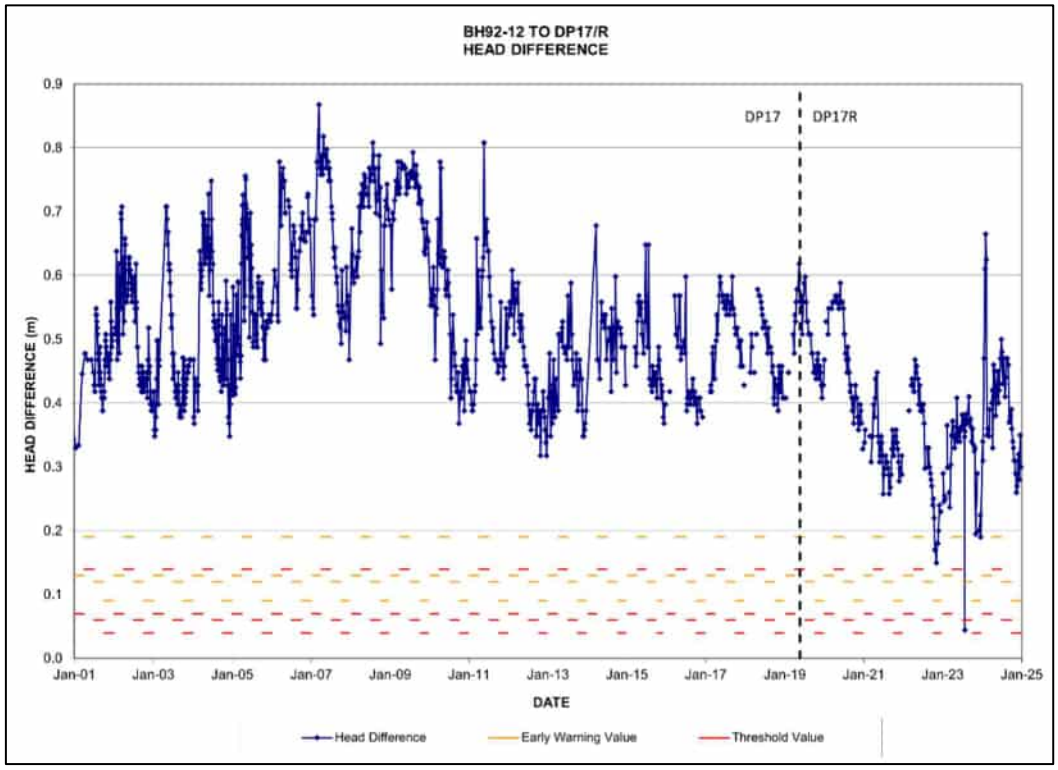


Figure 3-16: Hydraulic Head Difference for Monitoring Pair BH92-12/DP17/R; July 2000 to December 2024

DP6 to DP3 (Figure 3-17)

DP6 is located at the eastern limit of the central wetland area, adjacent to Phase 5, and DP3 is an in-creek drive point monitor located directly south of the Hanlon interchange. The early warning and threshold values were not exceeded at this pair in 2024.

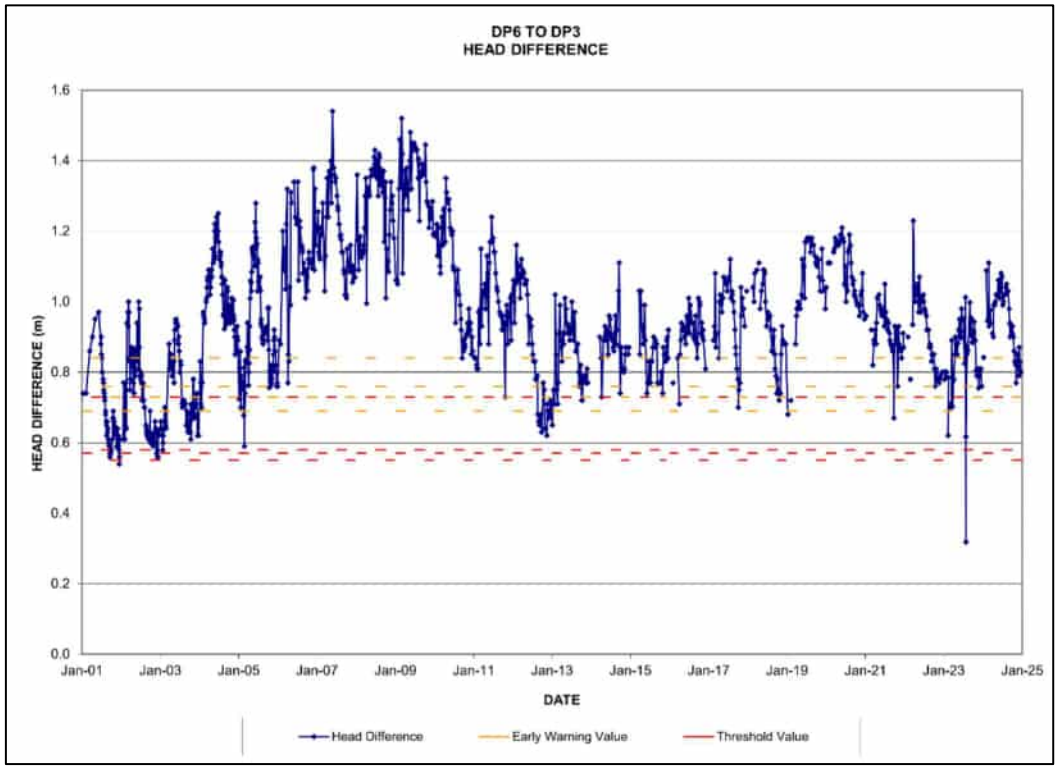


Figure 3-17: Hydraulic Head Difference for Monitoring Pair DP6/DP3; July 2000 to December 2024

BH13 to DP21 (Figure 3-18)

BH13 is located adjacent to the northern boundary of the property (north of Phase 5) and to the east of DP21. DP21 is an in-creek drive point monitor located immediately downstream of the property line, south of Highway 401. There were no exceedances of the threshold values or the early warning values at this pair in 2024.

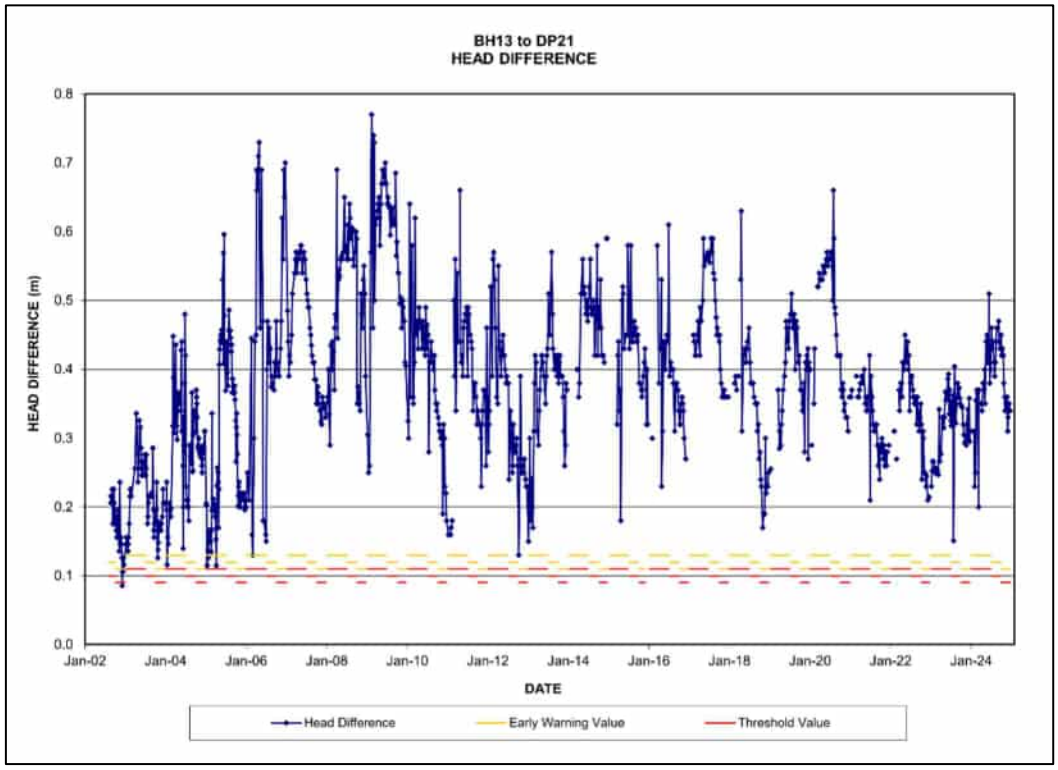


Figure 3-18: Hydraulic Head Difference for Monitoring Pair BH13/DP21; August 2002 to December 2024

On-Site Ponds (Figure 3-19)

The early warning and threshold values established for the Phase 1, 2, 3 and 4 ponds were not exceeded in 2023. The pond water levels typically decreased in 2020, 2021 and 2022, which reflects the lower precipitation amounts observed during that period. The 2024 pond water levels were generally higher than the 2023 pond levels. In 2024, the pond levels remained within their respective historic range.

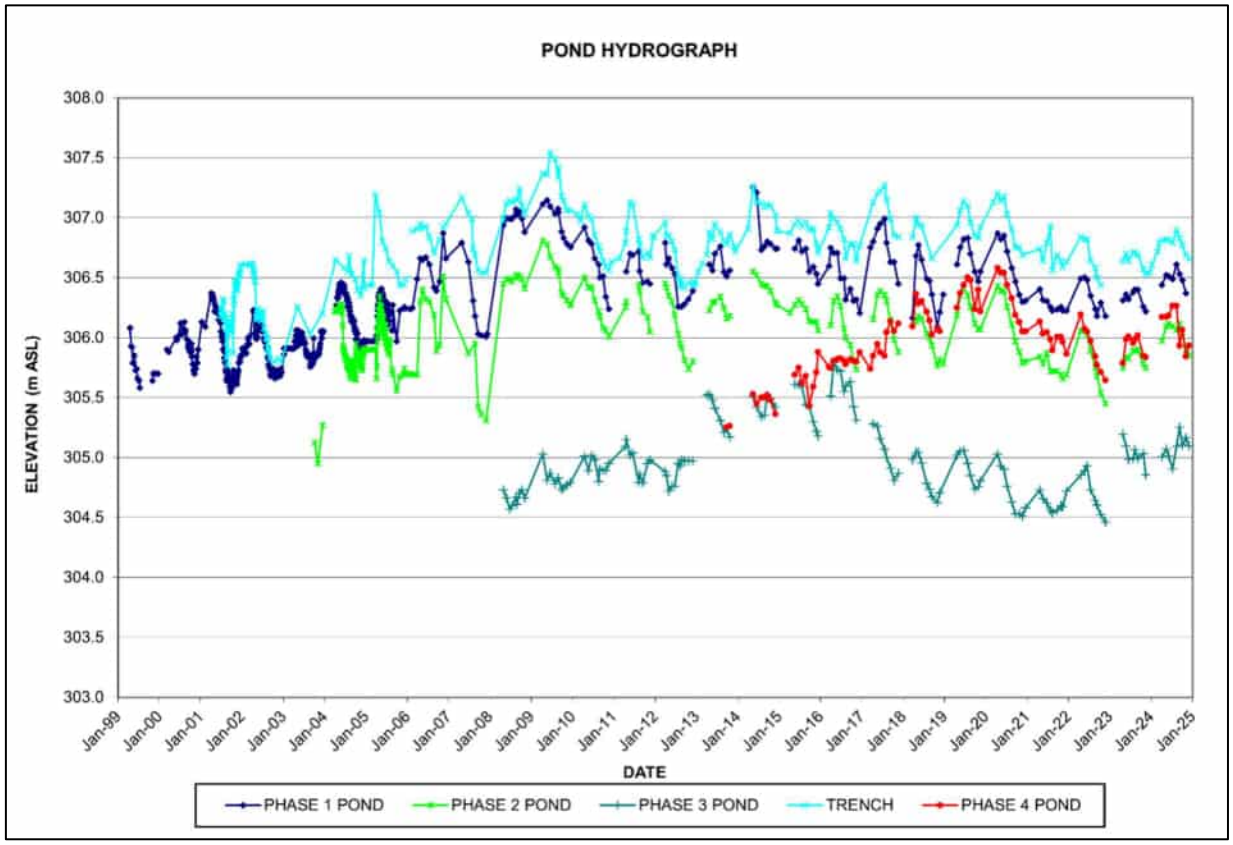


Figure 3-19: Pond Hydrograph; January 1999 to December 2024

3.3 Groundwater Contribution

Seasonal variation in stream flow is a reflection of normal long-term climatic seasonal variation, as well as specific climatic events.

During low flow periods, and in the absence of rainfall, stream flow is sustained by groundwater discharge to the creek. The groundwater discharge component of stream flow is termed base flow. Since base flow is derived from the groundwater flow system, which shows subdued seasonal changes compared to surface waters, the magnitude of the seasonal variation under base flow conditions will be less than that of the surface runoff component. In addition, since the temperature of groundwater, and particularly the deeper groundwater, does not fluctuate seasonally to anywhere near the same degree as does the surface water, the temperature of the groundwater discharge to the creek remains relatively more consistent.

Thus, groundwater discharge to the creek provides two important functions:

1. It provides base flow to maintain stream flow during low flow periods; and
2. It provides a cooling effect on the creek temperatures during the warm summer season, and a warming effect during the cold winter season.

Groundwater influx to Mill Creek is estimated at each drive point location for different flow conditions and the measurement interpolated for the stream sections between drive points. These calculations are presented in Technical Appendix B. The results of these calculations are summarized below in **Table 3-4**.

Table 3-4: Groundwater Influx (L/s) from the Mill Creek Aggregates Pit Property

	Historic Range (1989-1999)	Historic Average (1989-1999)	2024	2023	2022	2021	2020	2019	2018
Summer Low Flow Conditions (May to October)	15 - 24 L/s	18.9 L/s	27.0 L/s (July)	29.6 L/s (May)	22.5 L/s (Sept)	27.7 L/s (May)	23.8 L/s (July)	23.1 L/s (Aug)	26.9 L/s (July)
Winter Low Flow Conditions (November to April)	18 - 28 L/s	22.2 L/s	29.4 L/s (Nov)	24.1 L/s (Nov)	23.4 L/s (Nov)	26.1 L/s (Nov)	25.3 L/s (Mar)	29.2 L/s (Apr)	26.0 L/s (Feb)
Average		22.8 L/s	28.6 L/s	28.3 L/s	26.4 L/s	25.9 L/s	25.2 L/s	23.7 L/s*	28.9 L/s

* Data are interpreted with caution due to reduced flux values in the fall of 2019 due to beaver dam downstream of DP5CR

	2017	2016	2015	2014	2013	2012	2011	2010	2009
Summer Low Flow Conditions (May to October)	28.2 L/s (Sept)	27.8 L/s (Aug)	29.2 L/s (Sept)	33.9 L/s (Aug)	24.1 L/s (Oct)	27.2 L/s (Aug)	33.0 L/s (July)	30.6 L/s (Aug)	26.4 L/s (Sept)
Winter Low Flow Conditions (November to April)	19.8 L/s (Dec)	26.2 L/s (Nov)	26.3 L/s (Dec)	25.2 L/s (Dec)	28.5 L/s (Apr)	21.6 L/s (Nov)	26.7 L/s (Mar)	35.1 L/s (Nov)	32.5 L/s (Nov)
Average	27.3 L/s	27.5 L/s	29.0 L/s	30.3 L/s	28.3 L/s	25.6 L/s	34.6 L/s	35.7 L/s	33.0 L/s

	2008	2007	2006	2005	2004	2003	2002	2001	2000
Summer Low Flow Conditions (May to October)	29.5 L/s (June)	22.1 L/s (Sept)	24.7 L/s (Aug)	22.0 L/s (Oct)	23.8 L/s (Sept)	12.5 L/s (Aug)	16.1 L/s (Sept)	17.0 L/s (Aug)	21.7 L/s (May)
Winter Low Flow Conditions (November to April)	31.7 L/s (Mar)	Not Available	25.2 L/s (Jan)	23.6 L/s (Nov)	22.1 L/s (Nov)	22.1 L/s (Apr)	24.5 L/s (Nov)	22.4 L/s (Apr)	26.5 L/s (Nov)
Average	31.5 L/s	26.9 L/s	27.6 L/s	26.7 L/s	27.3 L/s	19.9 L/s	22.6 L/s	24.1 L/s	25.5 L/s

The summer low flow groundwater influx values have fluctuated from 2004 to 2024. The calculated 2024 summer low flow groundwater influx (27.0 L/s) was about 43% higher than the historical average yearly summer low flow influx (18.9 L/s), which is based on the average of the yearly summer low flow data for each drive point for the period 1989 to 1999.

The winter low flow groundwater influx values increased from 2003 to 2010, decreased to 2012, and fluctuated from 2013 to 2024. The calculated 2024 winter low flow groundwater influx (29.4 L/s) was about 32% higher than the historical average yearly winter low flow influx (22.2 L/s), which is based on the average of the yearly winter low flow data for each drive point for the period 1989 to 1999.

The 2024 annual average influx (28.6 L/s) was about 25% higher than the pre-1999 historic long-term average influx (22.8 L/s). The higher values of groundwater discharge from 2004 to 2024 compared to the pre-1999 historic average are attributed to the consistently higher water level in the Phase 1 pond since 2004, and in the Phase 3 and Phase 4 ponds in recent years, and the resulting higher groundwater levels across the site.

The overall average groundwater influx to Mill Creek in 2024 was similar to the average historic conditions. An impact from aggregate operations at the Site on groundwater influx to the creek is not apparent.

3.4 Thermal Budget

The thermal effects on Mill Creek temperatures from the two tributaries, as well as the groundwater discharge component, are relatively significant during much of the year, based on the observed temperature differences between SWM1 (upstream) and SWM2 (downstream). Generally, during the summer low flow, those three sources of input water provide a cooling effect on Mill Creek. It is noted that canopy cover along some reaches also provides a cooling effect in Mill Creek during the summer months.

In 2024, the largest summer temperature difference between SWM1 and SWM2 (using average daily temperatures from data loggers) during routine monitoring events was noted on July 9, 2024. The mean temperature of the water entering the Mill Creek Aggregates Pit property at Highway 401 (SWM1) on July 9 was measured at 21.4°C. The mean water temperature in the creek leaving the property at SWM2 on July 9 was 20.0°C, which is 1.4°C lower than at SWM1. On July 9, the mean water temperature of Galt Creek (SWM4) and Pond Creek (SWM3) was 14.8°C and 12.5°C, respectively, which is strongly indicative of groundwater discharge into those tributaries. The relative cooling effect of the two tributaries and groundwater on Mill Creek during the summer months was estimated during the period 2005 to 2012. Approximately 33% to 66% of the total temperature differential was attributed to the two tributaries, whereas approximately 34% to 67% was attributed to the combined groundwater discharge from both sides of Mill Creek. After 2012 stream flow monitoring in the two tributaries ceased so it is no longer possible to calculate the relative cooling effect of the tributaries compared with groundwater. However, there is no reason to believe that current conditions would differ substantially from the ranges of effect established during the period 2005-2012.

3.5 Summary of Groundwater Conditions

Monitoring results adjacent to the pond in Phase 1 indicate changes to the pond levels and local groundwater levels resulting from seasonal climatic variation, the pumping of water from the pond for aggregate processing, and the recirculation discharge of clean water back into the Phase 1 pond.

The water table in the wetland areas adjacent to Mill Creek continues to be at or near ground surface during the spring melt high groundwater conditions, with seasonal decreases in the order of 0.5 m over the course of the year.

From 2020 to 2022, groundwater levels in several monitors were lower compared to those recorded in 2019. Given the precipitation patterns described above, these lower groundwater levels experienced across the central and eastern areas of the site are not unexpected and are attributed to climatic conditions. In 2023 and 2024, groundwater levels at the Site generally exhibited a recovery from the low levels observed in 2022, which is attributed to wetter climatic conditions.

In 2024, vertical gradients observed at the creek drive points south of Highway 401 were consistent with historical results.

The multi-level monitors within the sand and gravel aquifer continued to exhibit the general pattern of upward to neutral gradients, which is consistent with historic trends. Several observations of downward gradients also occurred in 2024, which is also consistent with historic trends. The groundwater temperatures at the multi-level monitors showed a pattern similar to historic trends, with the shallow water temperatures exhibiting the greatest, and the deep temperatures showing the least, seasonal fluctuations. The multi-level monitor temperatures also

show a time lag response pattern between the shallow, intermediate and deep profiles, which also is consistent with historic patterns.

The data from the Mill Creek drive point locations indicate that groundwater temperatures below the creek have generally increased over the long-term at the locations monitored. The rate of temperature change is similar at drive points located close to the Phase 3 pond (DP1, DP2) compared to the drive points far removed from the Phase 3 pond. As such, the data indicate that groundwater temperatures at the Mill Creek drive points have not been measurably affected by pit operations.

Shallow groundwater monitoring immediately downgradient of the pit ponds show the influence of the ponds on groundwater temperatures, but these temperatures quickly dissipate with distance from the ponds.

The Action Threshold Values established for the monitoring pairs located adjacent to Mill Creek were not exceeded in 2024.

Phase 1, 2, 3 and 4 pond water levels typically decreased from 2020 to 2022 and increased in 2023 and 2024, which reflects precipitation patterns during that period. In 2024, the pond levels remained within their respective historic range and did not exceed their respective threshold values.

4.0 WATER QUALITY AND STREAM WATER TEMPERATURE

4.1 Surface Water Quality

4.1.1 Surface Water Quality Methods

For this report, water samples were collected by WSP on November 21, 2024 at the four surface water sampling stations (SWM1, SWM2, SWM3, and SWM4). A blind duplicate sample was collected at SWM1 and submitted to the laboratory as SWM5. Station locations are shown on **Figure 1**. Water samples were submitted to Bureau Veritas in Mississauga and analyzed for the following parameters:

- pH, conductivity, hardness;
- total alkalinity;
- nitrate, nitrite, ammonia;
- total phosphorus, orthophosphate;
- total organic carbon;
- suspended solids;
- chloride;
- fecal coliform bacteria, Total coliforms and Escherichia coliforms (E. coli); and
- biological oxygen demand, chemical oxygen demand.

In addition to the field duplicate, the lab conducts its own internal QA/QC program which includes routine duplicate analysis, spiked matrix samples, spiked blanks, and method blank samples.

Water quality results for the period from 1993-2024 are found in Sub-Appendix A of **Technical Appendix C (Fisheries)**. Historical surface water quality data (pre-1993) are available in ESP et al. (1995). Groundwater chemistry is analyzed as part of the groundwater monitoring program (Technical Appendix B).

4.1.2 Surface Water Quality Results

The water quality monitoring program provides a snapshot of existing water quality conditions. Data for 2024 are provided in **Table 4-1**. The entirety of the data from 1993 to 2024 for water chemistry is provided in **Sub-**

Appendix A of this report. Overall, the results indicate that water quality is similar within the Study Area, but the data do suggest possible influences from road salt and agricultural practices.

In 2024, the fecal coliform count ranged from 60 to 270 CFU/100 mL with one result exceeding the Provincial Water Quality Objective (PWQO) of 100 CFU/100mL. The fecal coliform count reported a decrease from 2022 to 2023, however sampling in 2024 indicated an increase among all samples. Specifically, the 2024 sampling has shown the highest concentrations ever recorded with 270 CFU/100 mL at the SWM2 station, located downstream of the University and Hanlon reaches. In 2024, the other sampling locations had elevated concentration values in comparison to the 2023 count range of 10 to 40 CFU/100mL.

For nitrate, there is no PWQO for the protection of freshwater biota, as it is relatively non-toxic to fish. There is a federal (Environment Canada) water quality guideline for nitrate of 12 mg/L and the Ontario Drinking Water Standard for nitrate is 10 mg/L. The concentrations of most of the water quality parameters are similar between the upstream (SWM1) and downstream (SWM2) limits of the Mill Creek property and follow concentration trends from previous years. The presence of nitrate in the two tributaries can be attributed to agricultural runoff in the watershed. In 2024, the highest nitrate level was observed at SWM3 (Pond Creek) with a value of 4.13mg/L, which was lower than recent years (4.35 mg/L in 2021 and 5.02 mg/L in 2022) and is well below federal and provincial guidelines. In 2022 SWM4 noted an elevated level of nitrate at 4.72 mg/L, however in 2024 levels have decreased to 2.70 mg/L, which is similar to 2021 and 2023 values.

Like previous years, nitrite was not detected in 2024 (<0.010 mg/L).

Phosphorus levels in Mill Creek have varied historically from less than the analytical detection limits to exceeding the PWQO in different years. Total phosphorus was below detection limits (0.020 mg/L) at all sampling stations in 2024, remaining below PWQO limits (0.030 mg/L for streams).

The Canadian water quality guidelines for chloride for the protection of freshwater life are 640 mg/L (short term exposure of < 96 hrs) and 120 mg/L for long term or indefinite exposure (CCME, 2012). Chloride and conductivity were higher in Galt Creek (SWM4) relative to the other three stations (Table 4-1) which is consistent with previous years. The 2024 results show chloride concentrations for the four sampling stations in Mill Creek ranged from 37 mg/L to 86 mg/L. Therefore, salt concentrations measured in Mill Creek are well below levels expected to impact fisheries.

The basic water chemistry of Mill Creek appears relatively unchanged over the past 30+ years, however, chloride and conductivity levels in Mill Creek appear to have gradually increased during the past two decades. Prior to 1999, chloride levels in Mill Creek were consistently below 40 mg/L but are now routinely above 50 mg/L, with some recent values above 80 mg/L. Sampling has been conducted in November and December in recent years. It is likely that road salt has already been applied by this time and these changes are likely due to the influence of road salts applied within the watershed and entering the water system. Therefore, stream chloride and conductivity values could be influenced by seasonal conditions and time of sampling.

Conductivity values in Mill Creek are relatively high (typically greater than 650 µS/cm) for a surface stream indicating the high proportion of groundwater in the system. The higher conductivity in Galt Creek (SWM4) further emphasizes the strong groundwater influence on this small tributary.

Table 4-1: Mill Creek Water Quality November 21, 2024

	SWM1 Hwy 401	SMW2 (Boundary)	SWM3 Pond Creek	SMW4 Galt Creek	PWQO[1]	RDL[2]
All units are mg/L, unless otherwise indicated.						
pH (units)	8.29	8.34	8.34	8.30	**6.5-8.5**	**N/A**
Conductivity (mS/cm)	0.73	0.79	0.7	0.87	**-**	**0.001**
Alkalinity (Total mg/L as $CaCO_3$)	270	270	270	270	**-**	**1.0**
Chloride	56	72	37	86	**-**	**1.0**
Nitrate (mg/L)	0.49	0.91	4.13	2.70	**See[3]**	**0.10**
Nitrite (mg/L)	<0.010/ND	<0.010/ND	<0.010/ND	<0.010/ND	**<0.1[4]**	**0.010**
Total Ammonia-N	<0.050	<0.050	<0.050	<0.050	**1.20**	**0.050**
Orthophosphate	<0.010/ND	<0.010/ND	<0.010/ND	<0.010/ND	**-**	**0.010**
Total Phosphorus	<0.020/ND	<0.020/ND	<0.020/ND	0.020	**0.030**	**0.020**
Total Organic Carbon	6.7	6.9	6.6	7.4	**-**	**0.40**
Total BOD	<2/ND	<2/ND	<2/ND	<2/ND	**-**	**2**
Total Chemical Oxygen Demand	26	27	29	30	**-**	**4.0**
Total Suspended Solids	<10/ND	<10/ND	17	<10/ND	**-**	**10**
Fecal Coliforms (CFU/100mL)	20	270	60	100	**100**	**10**
Total Coliforms (CFU/100mL)	640	490	910	270	**-**	**10**
Escherichia coli	60	250	10	50	**-**	**10**

[1] PWQO = Provincial Water Quality Guideline for the Protection of Aquatic Life (- denotes no guideline).
[2] RDL = Reportable Detection Limit.
N/A = Not Applicable ND = Not Detected

4.2 Groundwater Quality

4.2.1 Groundwater Quality Methods

Chemical analyses of groundwater and surface water were completed in March and September 2024for samples collected from BH1-R, 92-32-III, and 92-8, and the Phase 1 pond. Samples were tested in the field for temperature, pH, and conductivity and then submitted to Bureau Veritas Laboratories for chemical analysis. Water samples were analyzed for major cations and anions, alkalinity, conductivity, pH, hardness, and oil and grease.

4.2.2 Groundwater Quality Results

The 2024 chemical results are generally similar to historic values, with some exceptions. Based on the 2024 chemical data, which are provided in Technical Appendix B, the following observations are made.

- Groundwater quality generally complies with the Ontario Drinking Water Quality Standards (ODWQS) for the parameters tested, except as outlined below.

- BH1-R – hardness (March and September) and total dissolved solids (March and September)
- 92-8 – iron (March), manganese (March and September), hardness (March and September) and total dissolved solids (September)
- 92-32-III – manganese (March and September) and hardness (March and September) and

Hardness, total dissolved solids, iron and manganese are not considered to be health-related parameters. The standard for hardness is a guideline, which is established for parameters that need to be controlled to ensure efficient treatment of water supplies. The standards for total dissolved solids, iron and manganese are aesthetic objectives, which are established for parameters that may impair the taste, odour, or colour of water. Hardness, total dissolved solids, iron and manganese exceedances were observed historically at the property, both before and after extraction commenced. The elevated concentrations of hardness, total dissolved solids, iron and manganese are attributed to natural conditions at the site.

- Over the short term, in 2024 the parameter concentrations were generally similar to the 2023 concentrations. The 2024 results from replacement well BH1-R were similar to the historical results from the original well (BH1).
- The concentrations of most parameters have been fluctuating slightly or have been relatively consistent over the long-term. Exceptions are (a) conductivity values (laboratory) and sodium and chloride concentrations at BH1/BH1-R (located at the eastern, upgradient, boundary of the property) and BH92-8, which have exhibited an overall increasing trend since the mid-1990s, and (b) sodium and chloride concentrations at Monitor BH8-I/92 32-III, which increased sharply in 2009, but have been stable or decreased in recent years. It is noted, however, that the following historically high concentrations were detected in 2024.
  - BH1/1-R: total dissolved solids (5445 mg/L) in September
  - 92-8: chloride (170 mg/L) in September
  - Phase 1 pond: total organic carbon (4.2 mg/L) in March, chloride (190 mg/L) in September and total dissolved solids (505 mg/L) in September

  The increasing sodium, chloride and conductivity concentrations may reflect road salting activities along Highway 401 and/or along the Township roads. As these increasing trends are observed at locations both upgradient and downgradient of the property, they are not attributed to operations at the Mill Creek Pit.
- Historically, and in 2024, with increasing distance downgradient across the site (from Monitor BH1/1-R/92-5 to 92-8 to BH8/92-32-III), detected parameter concentrations generally tend to either increase or fluctuate. Exceptions include sodium, potassium, chloride and conductivity, which decreased across the site in 2024.
- Parameter concentrations in the Phase 1 pond are generally similar to values detected at Monitor BH1-R. The surface water quality complies with the Provincial Water Quality Objectives for the parameters tested in 2024.
- Trace concentrations of total oil and grease (0.6 mg/L – 1.2 mg/L) were detected at the Phase 1 pond, upgradient well BH1-R and monitors 92-8 (duplicate sample) and 92-32-III during the September 2024 sampling event. Similar detections have occurred historically. As these oil and grease detections are observed at locations both upgradient and downgradient of the property, they are not attributed to operations at the Mill Creek Pit.

4.3 Surface Water Temperature

4.3.1 Methods

Water temperatures in Mill Creek were measured with a thermistor within leveloggers installed at SWM1, SWM2, SWM3 and SWM4. Specifically, the loggers are in a 5 cm diameter steel pipe embedded into the stream bed approximately 1 m. Leveloggers rest on a bolt in the pipe and are at the substrate and water interface. Leveloggers were programmed to record water temperature every hour, continuously throughout the year. Temperature data were downloaded concurrently with water level data once per month.

4.3.2 Results

Water temperatures in the main channel of Mill Creek (SWM1 and SWM2) for the summer of 2024 are shown in **Figure 4-1** along with critical trout temperatures. The maximum recommended tolerable temperature for Brown trout is considered to be 26.8°C (Raleigh et al, 1986).

The maximum summer water temperature recorded in Mill Creek at the monitoring stations in 2024 was 24.35°C at SWM1 on June 19 at 17:00 hours. The maximum surface water temperature in 2024 occurred during a six-day (June 18 to June 23, 2024) heat wave where maximum air temperatures exceeded 30°C and peaked at 36°C on June 20, 2024. As a comparison, the highest water temperature ever recorded in the Study Area was 27.9°C in 2002. Water temperatures relative to air temperatures are discussed in further detail in Technical Appendix A. The main branch of Mill Creek within the study area did not exceed the upper tolerable temperature for Brown trout (26.8°C) in 2024. However, the maximum temperature which Brook trout can tolerate is 24°C (Raleigh 1982) and this was exceeded on June 19 at SWM1 and was very close to being matched on June 19 at SWM2 **(Figure 4-1).**

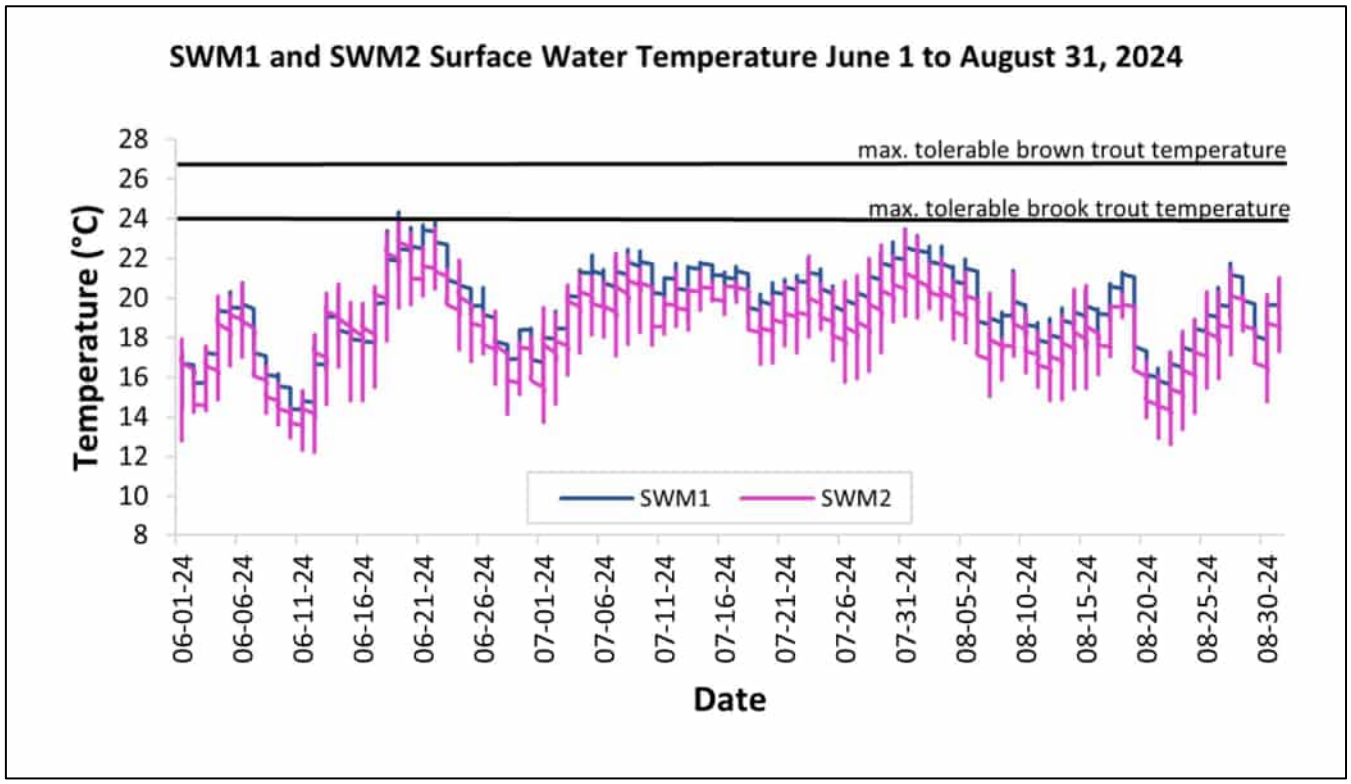


Figure 4-1: Thermographs from SWM1 and SWM2, for June 1 to August 31, 2024

Stream water temperatures have traditionally been cooler at the downstream SWM2 station compared with SWM1 and this trend continued in 2024. When the maximum water temperature occurred at SWM1 (24.35°C: June 19, 17:00), the temperature at SWM2 was 0.82°C lower (**Figure 4-2**). The maximum summer temperature at SWM2 in 2024 was 23.85°C, on June 19, at 20:00. The greatest temperature difference between SWM1 and SWM2 during the summer of 2024 occurred on June 12 at 12:00 when SWM2 was 2.29°C cooler than SWM1. Surface water temperatures are recorded as cooler at SWM2 than SWM1 due to groundwater input, inflow of the two coldwater tributaries, and good shade from riparian vegetation within the University of Guelph reach down to Concession Road 2.

The maximum summer temperatures in the two small tributaries were only 20.05 °C (SWM3) and 19.12 °C (SWM4). Thus, through the conveyance from the coldwater tributaries, this reach of Mill Creek continues to protect and enhance the coldwater attributes of the stream and provides good habitat for Brown trout and Brook trout.

The continuous temperature recorders also illustrate the effect of diurnal solar warming on Mill Creek as the water temperatures gradually rise during the day and cool off at night. At SWM1 the temperature fluctuation was 2.54°C between June 19 and June 20, following the maximum temperature. At SWM2 the temperature fluctuation was 4.11°C. At SWM3, the temperature fluctuation was 1.54°C on July 16 and July 17, while SWM4 temperature fluctuation was 1.92°C on July 17 to July 18. The smaller temperature fluctuations in SWM3 and SWM4 compared to larger fluctuations in SWM1 and SMW 2 (**Figure 4-3**), supporting the conclusion that the temperatures at SWM3 and SWM4 are mainly controlled by groundwater inputs.

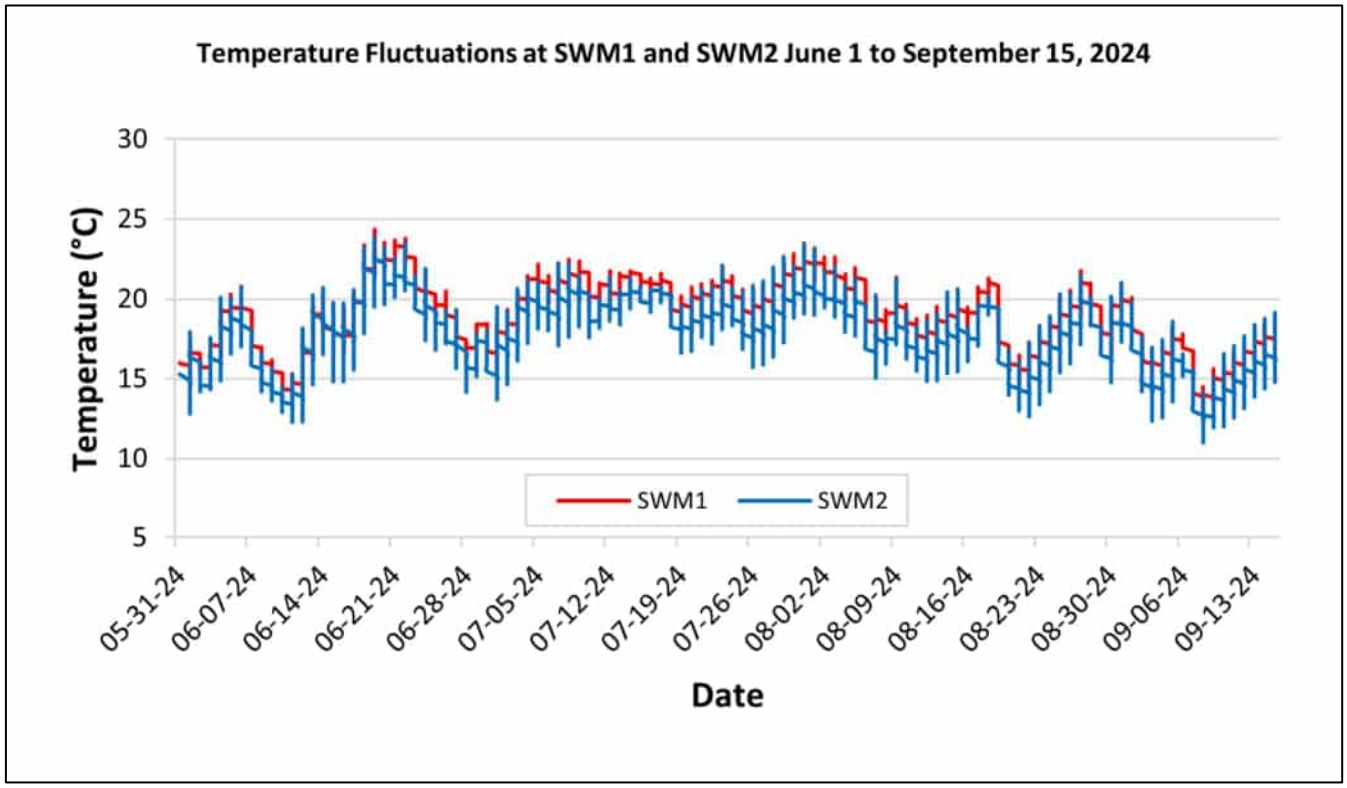


Figure 4-2: Diurnal Temperature Fluctuations from June 1 to September 15, 2024 at SWM1 and SWM2

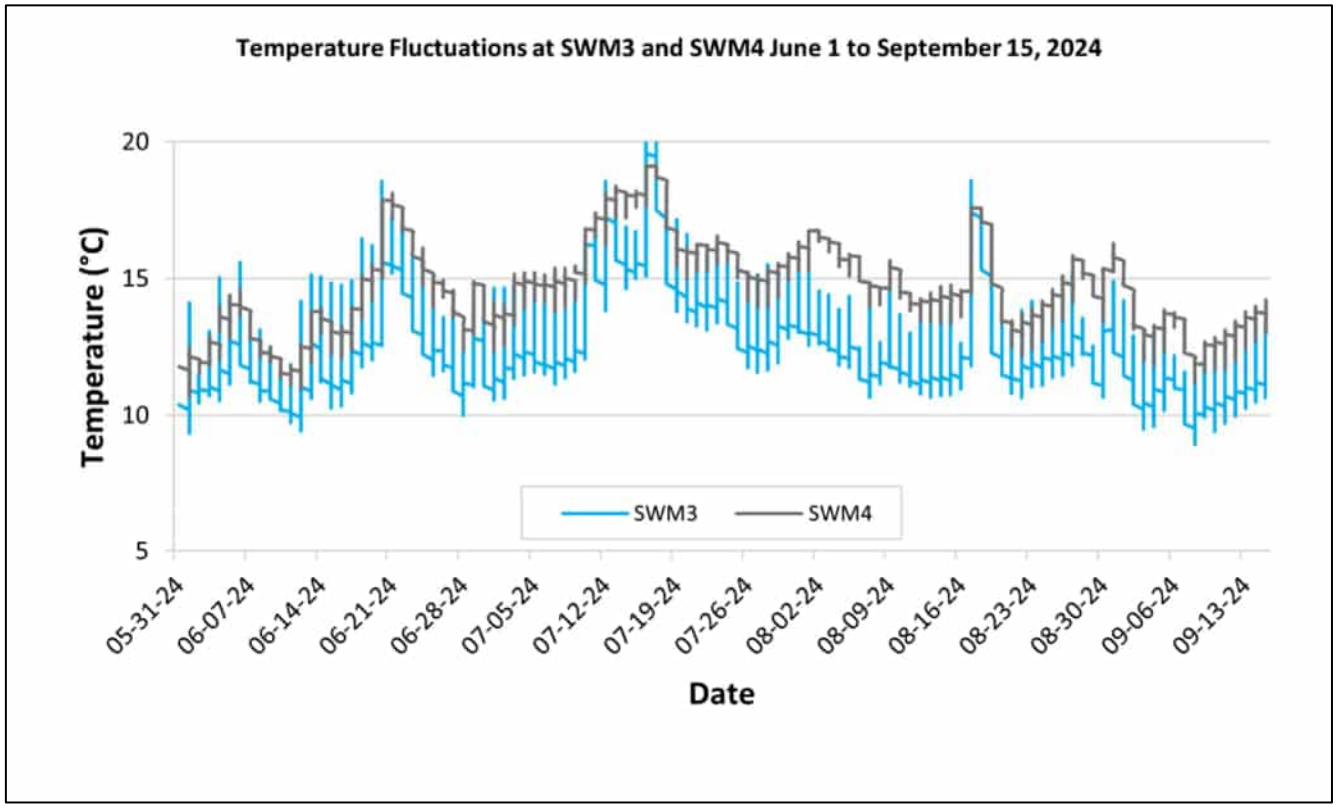


Figure 4-3: Diurnal Temperature Fluctuations from June 1 to September 15, 2024 at SWM3 and SWM4

The maximum surface water temperatures recorded at all four monitoring locations within Mill Creek since 1983 are illustrated in **Figures 4-4 and 4-5**, respectively. Surface water data were collected manually prior to 1997, and true maximum temperatures may not be represented by the dataset, since data were not recorded on a continual basis (sampling events were selected according to weather conditions). In addition, temperatures were typically recorded manually between noon and 15:00, but maximum temperatures can now be observed after 16:00. Therefore, while water temperatures appear higher since 1998, maximum temperatures prior to 1997 may actually have been greater than those presented in **Figures 4-4 and 4-5**.

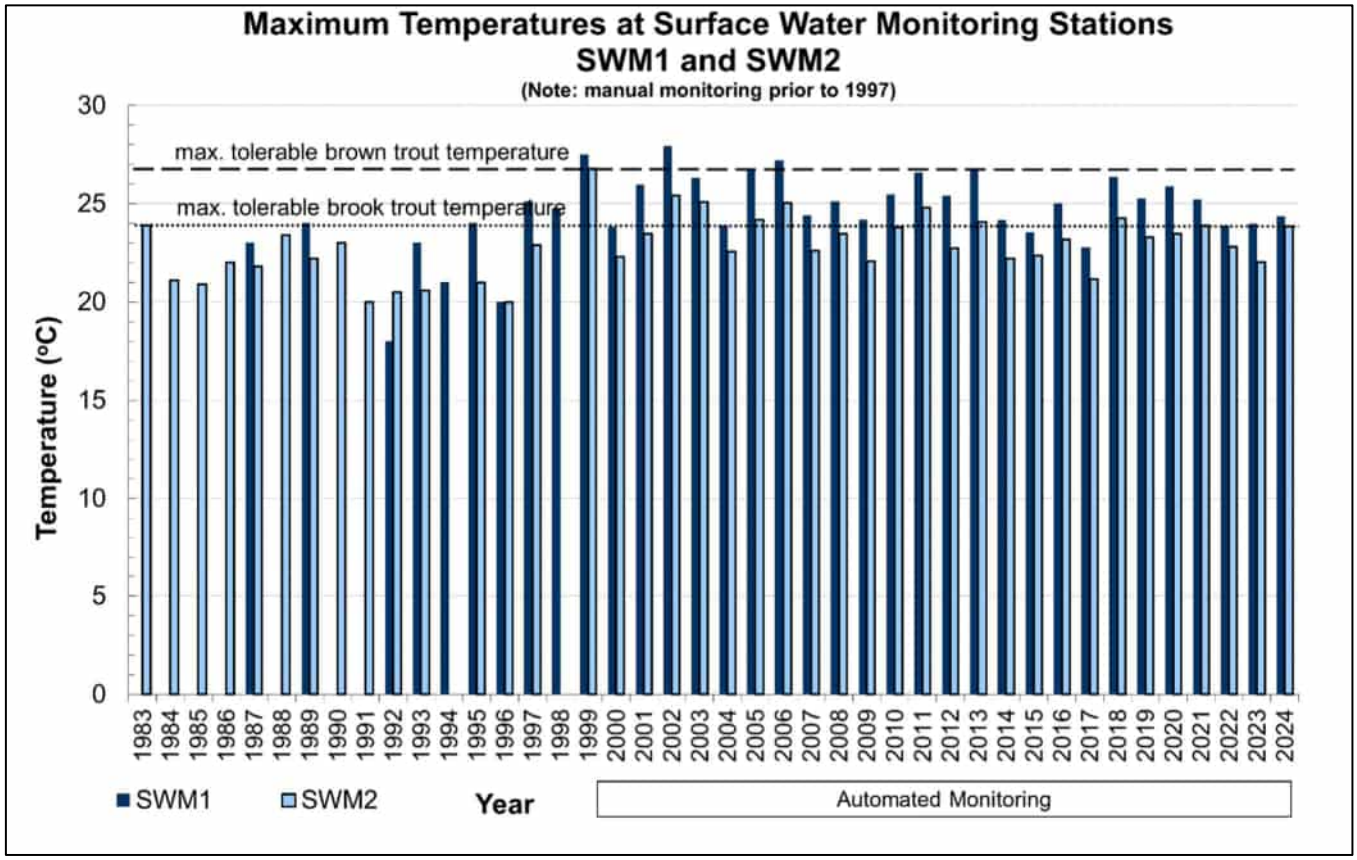


Figure 4-4: Historical Maximum Mid-Summer Water Temperatures in Mill Creek (1983 to 2024) at SWM1 and SWM2

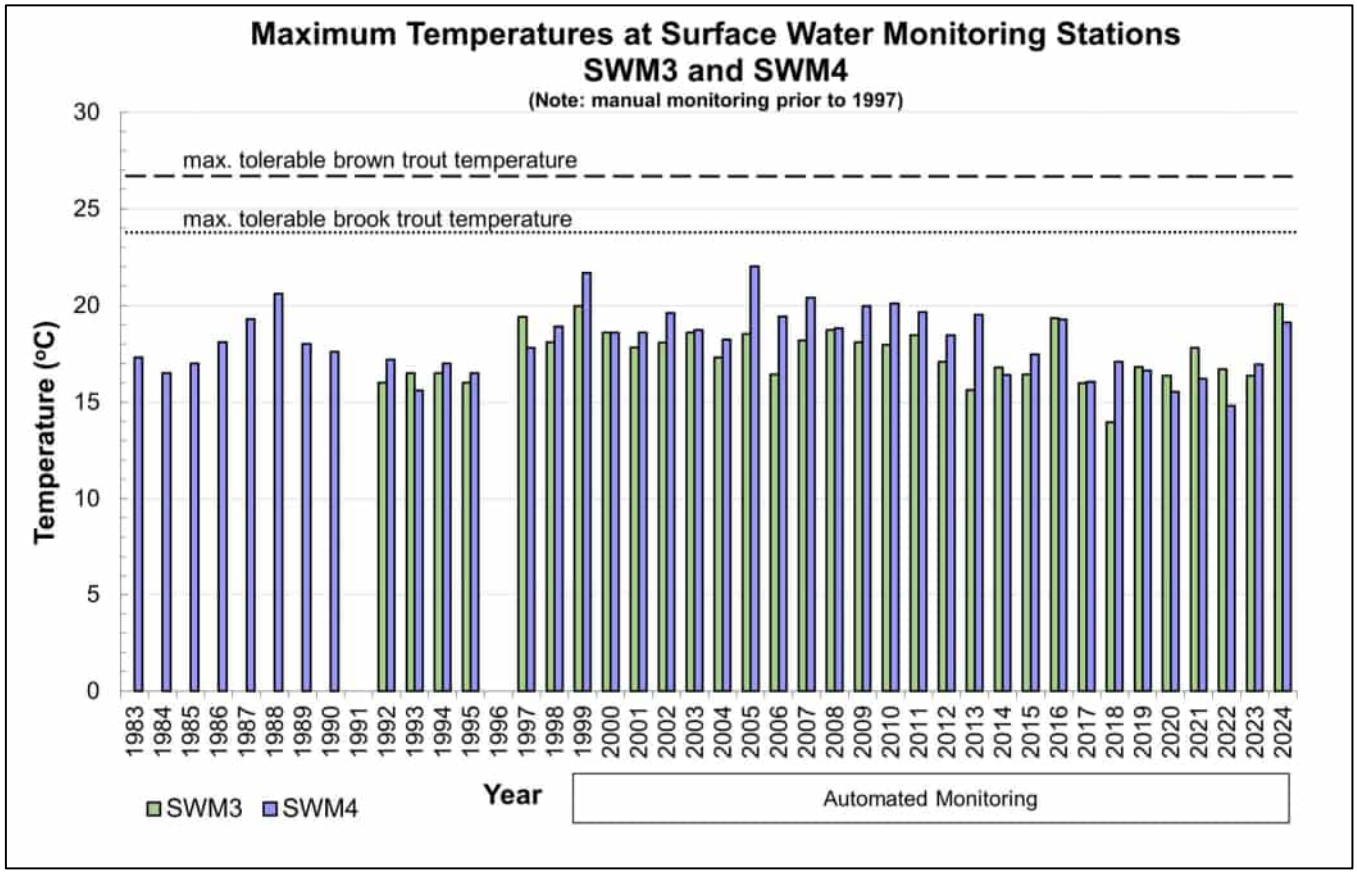


Figure 4-5: Historical Maximum Mid-Summer Water Temperatures in Mill Creek (1983 to 2024) for SWM3 and SWM4

5.0 FISHERIES

5.1 Methods

Monitoring conducted and reported in 2024 as part of the fisheries monitoring program includes:

- Mark-Recapture Population surveys for Brown trout; and
- Brown trout spawning (redd) surveys.

5.1.1 Trout Population Surveys

In 2024, the electrofishing field survey was conducted on September 5th, 6th, and 11th for the Mark Run, and September 12th and 13th and 19th for the Recapture Run.

The basic survey approach has not changed since the studies began, although the equipment used has changed. In all cases, the basic method is a single pass electrofishing assessment without blocking of the stream at either end for each of the mark and recapture runs, and for each reach surveyed. This method is considered appropriate to estimate trout populations in Southern Ontario streams (Jones and Stockwell 1995). Mark and recapture runs were generally separated by a one-week period. A minimum of 6 people were involved in all surveys and the time

to conduct the mark run has been approximately 5-6 hours for each reach and the recapture run has been approximately 4-5 hours per each. The shorter time for the recapture run is due to the quicker processing time for fish (only counting clipped versus unclipped fish).

A description of electrofishing effort, weather, conditions, and conductivity is provided in Technical Appendix C.

5.1.2 Redd Surveys

Trout redds have been counted in the study area over 42 years beginning in 1983. Although the staff have changed over the years, the redd surveys have continued to be conducted by experienced fisheries biologists who are familiar with the Study Area.

The annual Mill Creek Brown trout spawning (redd) survey was undertaken on November 21, 2024. The redds were recorded on spawning survey field sheets and compared to historical data. The location of each redd was identified by experienced\ fisheries biologists who are familiar with the Study Area, and classified as confirmed, probable, or a scrape. Generally, a trout redd is an obvious nest or disturbance in the substrate. WSP takes the assessment a step further, providing more detail in regard to the spawning evidence. A confirmed redd is a disturbance in the substrate and a sexually mature trout (determined based on general size) visually observed in close proximity; a probable redd has substrate disturbance but no fish visually observed; and a scrape is a less defined or small clearing of disturbed substrate with no fish visually observed. Brown trout redds are typically elongated scars in the streambed, characterized by a scour or hole in the substrate followed by a mound of substrate at the downstream end. Multiple redds have several scars and mounds created by more than one spawning pair. For comparison, Brook trout redds are smaller, rounder, and less obvious than Brown trout redds.

WSP conducted spawning surveys at the Hanlon Creek and University reaches of Mill Creek. Redd surveys are not conducted at the Bond Tract Station due to historic absence of suitable spawning habitat.

5.2 Results

5.2.1 Trout Population Surveys

The population estimates for Brown trout can be influenced by differences in stream flow between sampling events and the proportion of marked fish that are recaptured as discussed in the following sections. Detailed results are provided in **Sub-Appendix B**.

Changes in flow between the mark and recapture runs, which are separated by approximately one week, can significantly affect fishing efficiency and thereby affect the population estimates. In general, there are higher capture rates with lower stream flows. Water levels were similar between the mark and recapture runs in 2024, which is positive as it keeps the capture efficiency similar.

The population estimate relies on re-capturing a certain proportion of marked fish. The general target is to recapture 30% or more to provide greater confidence in the estimate. Overall, the proportion of marked fish that were recaptured in 2024 (for adult and young of year combined) were 36.7% for the University reach, 27.4% for the Hanlon By-pass reach, and 20.3% for the Bond Tract reach (**Table 5-1**). Historical recapture rates are provided in **Sub-Appendix B**.

The recapture rate greatly influences the estimated fish population. As the proportion of recaptures increases, the estimated fish population decreases. Having a high proportion of recaptures increases confidence in the population estimate but does tend to skew the estimates downward, therefore an overall recapture rate of 25% should yield an accurate population estimate with relatively high confidence. A lower proportion of recaptures in

Bond Tract, in this case 20.3% overall, decreases confidence in the population estimate but does tend to skew the estimates upward.

Brown trout population data for young of the year (YOY) and adult (age 1+ and older) fish from 1989 to 2024 are summarized below for the University of Guelph, Hanlon By-pass, and Bond Tract reaches. For the purposes of this report, all fish aged 1+ or greater are considered adults. Fish surveys were not conducted in 1996, 2002, 2008, 2012, 2014, 2016, 2018, 2019, 2021 or 2023.

Table 5-1: Recapture Rates from the 2024 Electrofishing Survey

Reach	Young-of-Year (YOY) Recapture Rate	Adult Recapture Rate	Overall Recapture Rate
University of Guelph	24%	49.3%	36.7%
Hanlon	0%	54.7%	27.4%
Bond Tract	0%	40.6%	20.3%

5.2.1.1 University of Guelph Reach

During the initial mark run, a total of 207 Brown trout (161 adult, 46 YOY) were captured and marked (fin-clipped) within the University of Guelph reach. During the recapture run, a total of 175 Brown trout were captured (150 adults, 25 YOY). Of these, 80 were recaptured fish (74 adult, 6 YOY) providing a moderate percentage (36.7%) of recaptured fish. The relative proportion between the mark and recapture events was 49.3% for adults and 24% for YOY. The data gathered from the mark and recapture surveys were then used to estimate trout population numbers which are expressed as the number of fish per hectare (**Figure 5-1 and Figure 5-2**). Expressing the population estimates as number of fish per ha takes into account the different lengths of the study reaches to provide numbers that are more directly comparable.

The estimated number of YOY trout is lower than some recent sampling years at 341 fish/hectare but within the historical range observed (**Figure 5-1**). The number of adults per hectare in 2024, 415 fish/hectare, is also lower than recent sampling years but again within the historical range observed (**Figure 5-2**). Although the population estimates are lower, the fluctuation in estimated size is expected and within historic observations for cyclical patterns in population numbers.

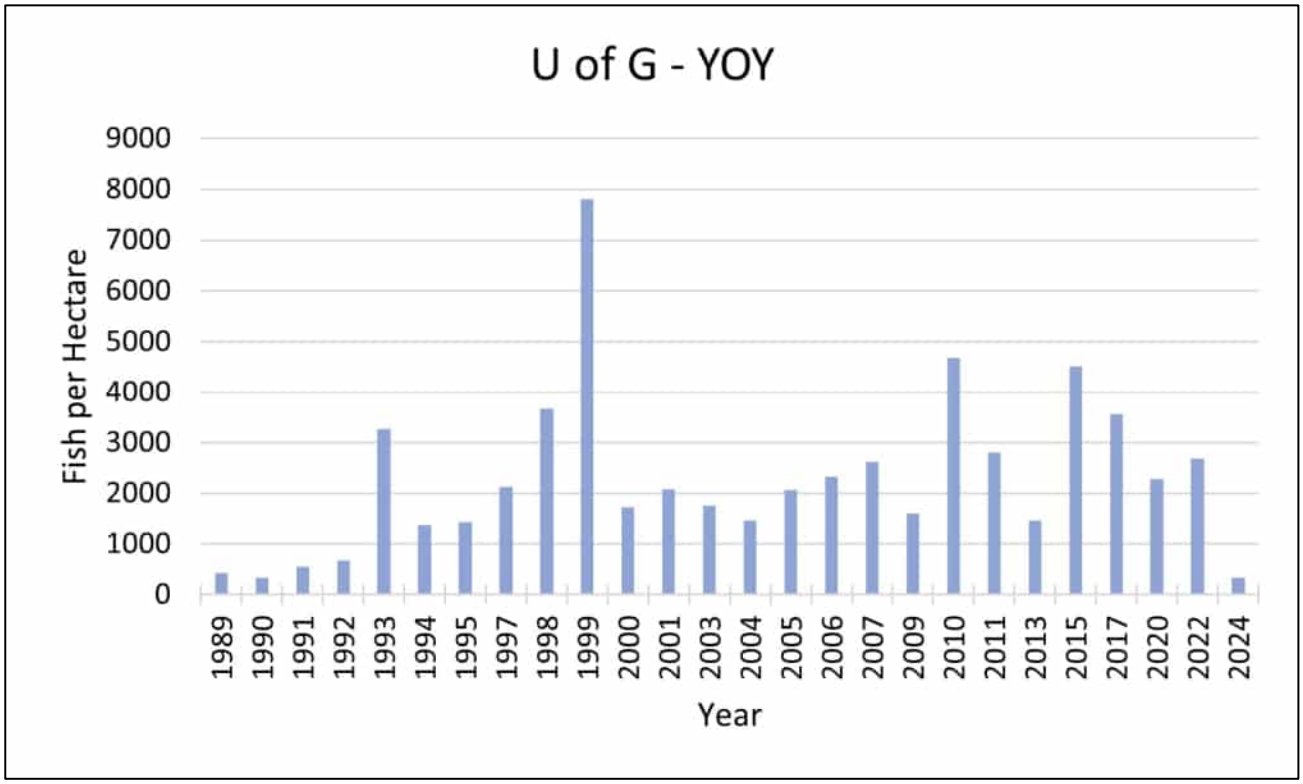


Figure 5-1: YOY Brown Trout Population Estimates - University of Guelph Reach

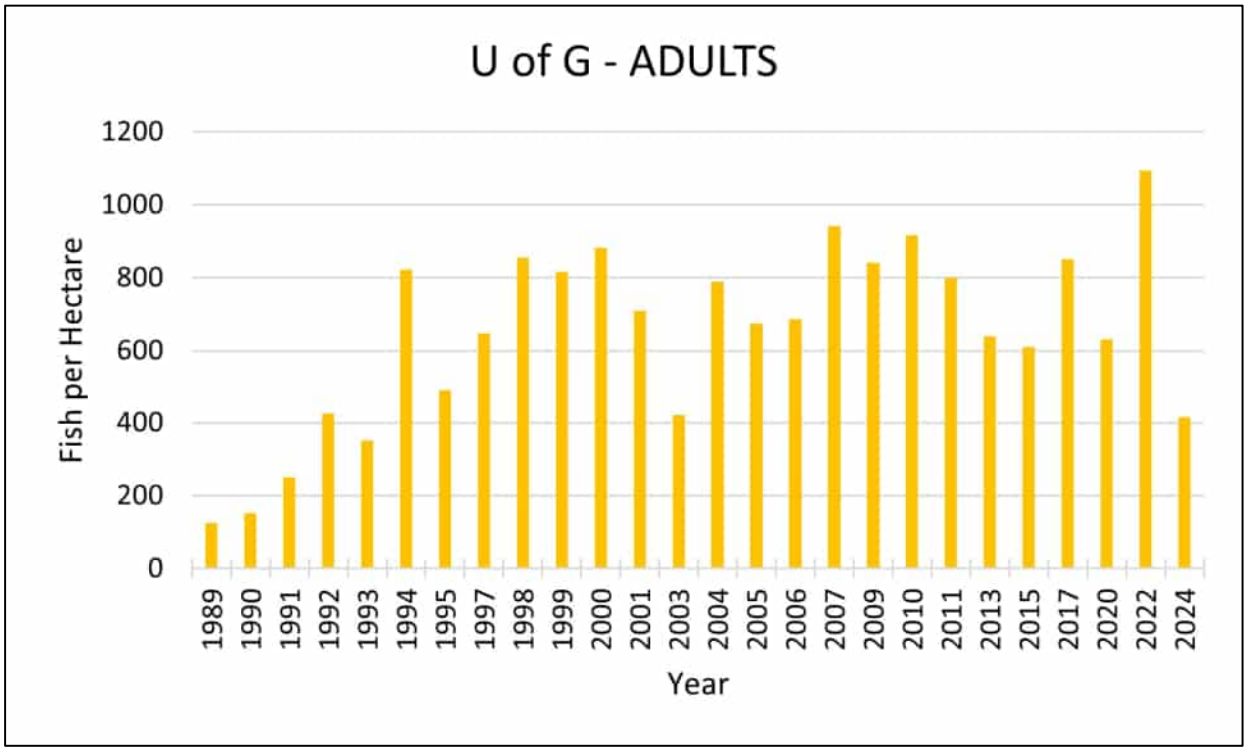


Figure 5-2: Adult Brown Trout Population Estimates - University of Guelph Reach

5.2.1.2 Hanlon Bypass Reach

A total of 99 Brown trout were captured during the mark run comprised of 85 adults and 14 YOY. During the recapture run, 84 Brown trout were captured (75 adults, 9 YOY), of which 41 were recaptured (41 adult, 0 YOY). The recapture rate of the adults in this reach was moderate at 54.7%, with no recapture for YOY.

The estimated number of YOY, 427 fish/hectare, is the lowest number since 2004 but within the historical range observed (**Figure 5-3**). Similarly, the estimate for adults, 197 fish/hectare, is the lowest number since 2005 (**Figure 5-4**). Although the YOY population estimates are lower than recent years, the fluctuation in estimated size is within historic observations of population fluctuations.

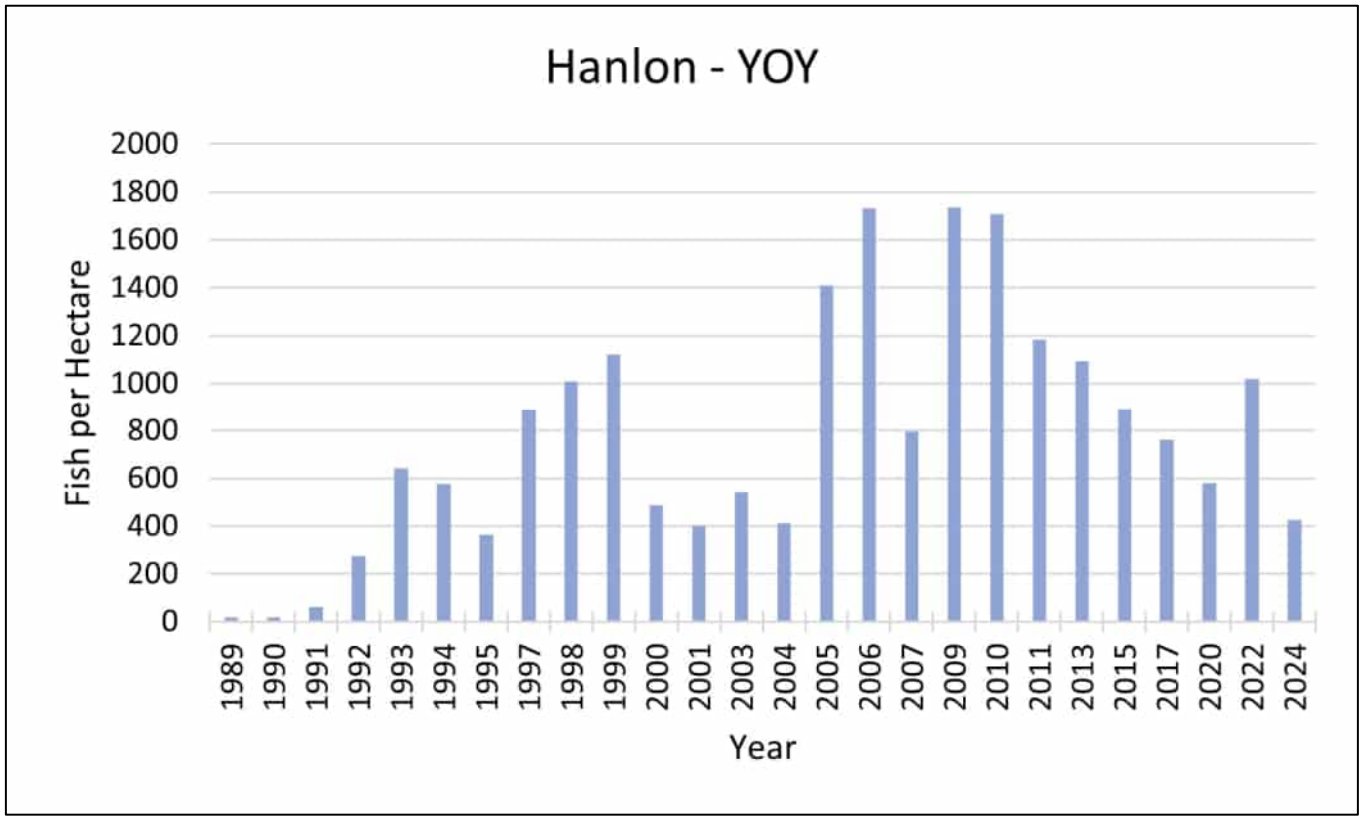


Figure 5-3: YOY Brown Trout Population Estimates – Hanlon Bypass Reach

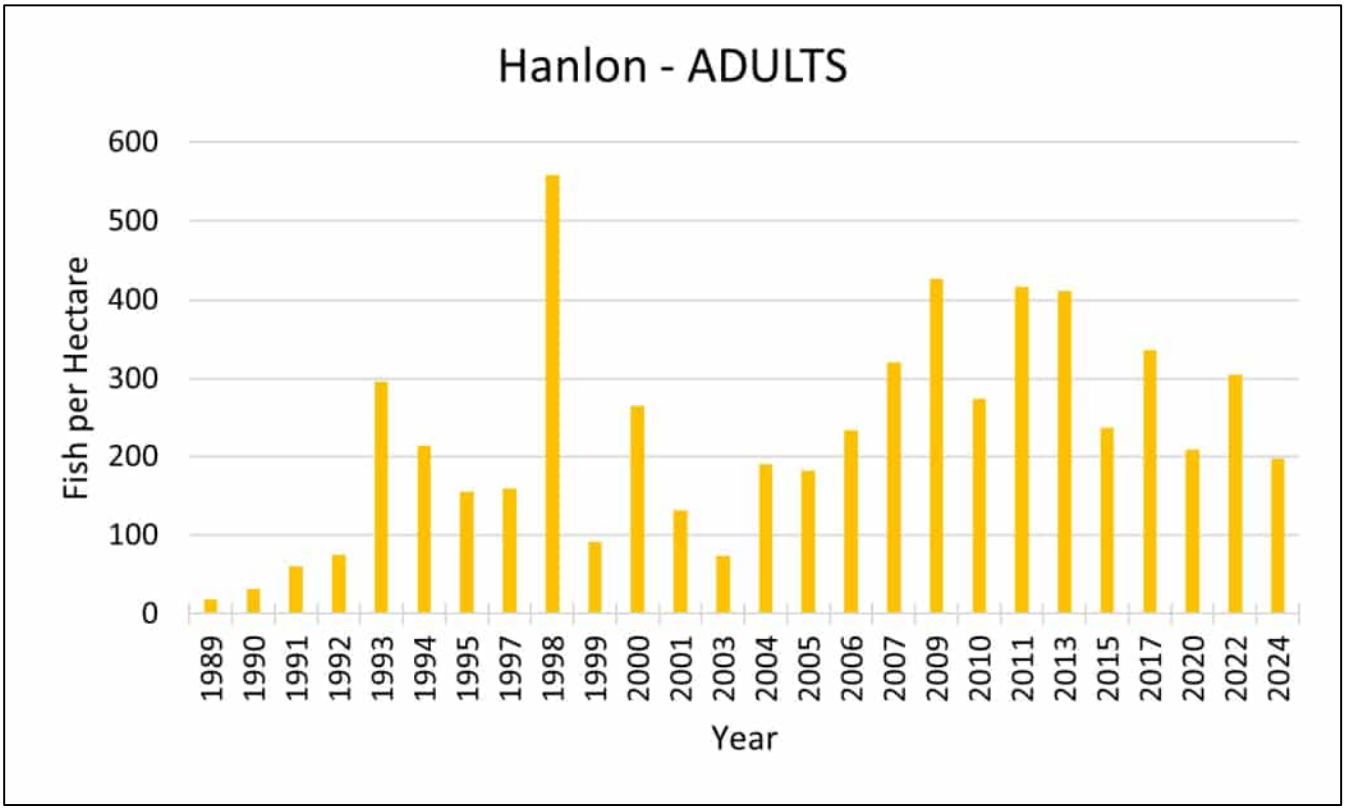


Figure 5-4: Adult Brown Trout Population Estimates – Hanlon Bypass Reach

5.2.1.3 Bond Tract Reach

In 2024, 30 adult brown trout were captured on the mark run and a total of 32 adults were caught on the recapture run. Of these 32 adults, 13 were recaptured fish representing a recapture rate of 40.6%. Following analysis, the estimated number of adult trout per hectare is 131 fish/ha which is similar to previous years. One single YOY was captured and marked during the mark run and 3 YOY were captured during the recapture run, none of which were recaptures. Therefore, a conservative estimate of the population is 7 YOY per hectare (**Figure 5-5**), which is one of the lowest recorded estimates during sampling years but is directly linked with the low number of YOY fish caught this year.

The Bond Tract continues to provide a poor reference site compared with the University and Hanlon reaches due to the difference in the nature of the habitat. The Bond Tract is much deeper and contains little or no spawning and nursery habitat like the two upstream reaches. In addition, it is very likely that the Bond Tract is heavily fished by local anglers which could also remove a significant proportion of the adult trout population. The reach is much larger/wider and deeper then the other two reaches which may also contribute to fish being missed/escaping during electrofishing (i.e. a bias for larger fish to be targeted over smaller fish).

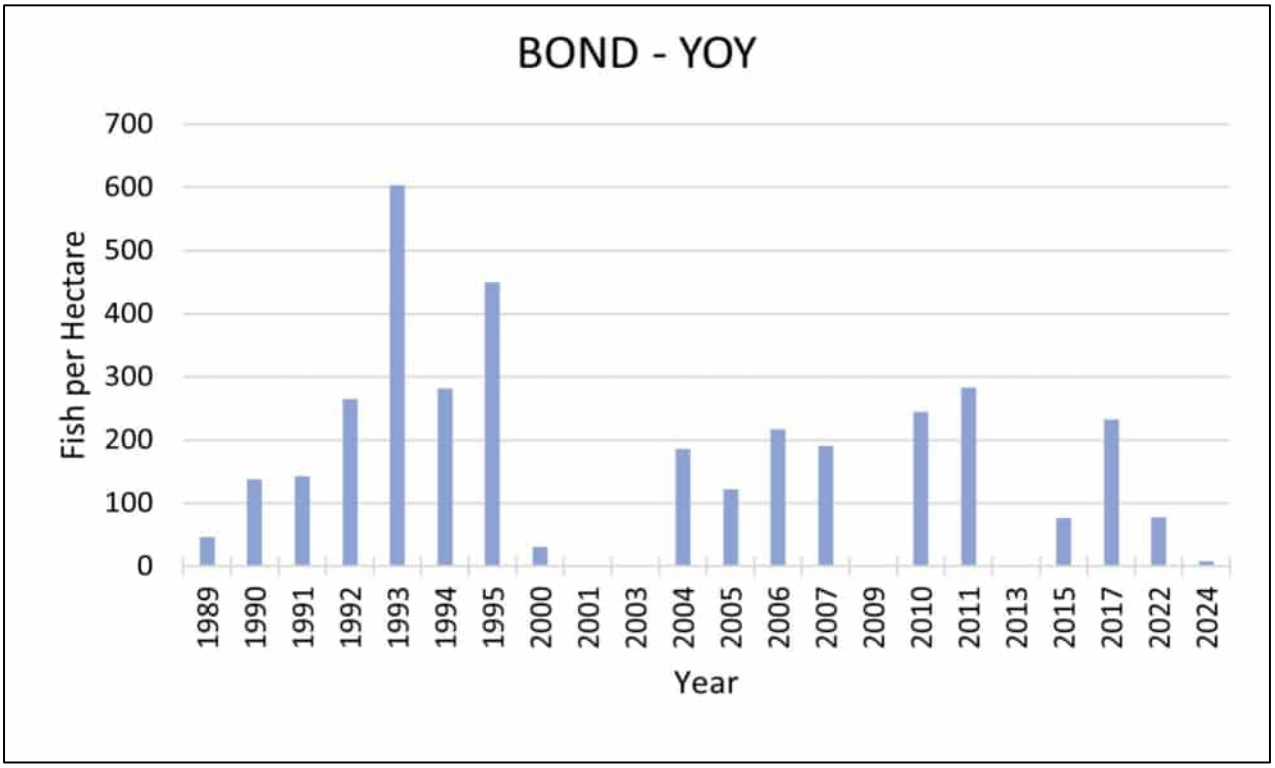


Figure 5-5: YOY Brown Trout Population Estimates – Bond Tract Reach

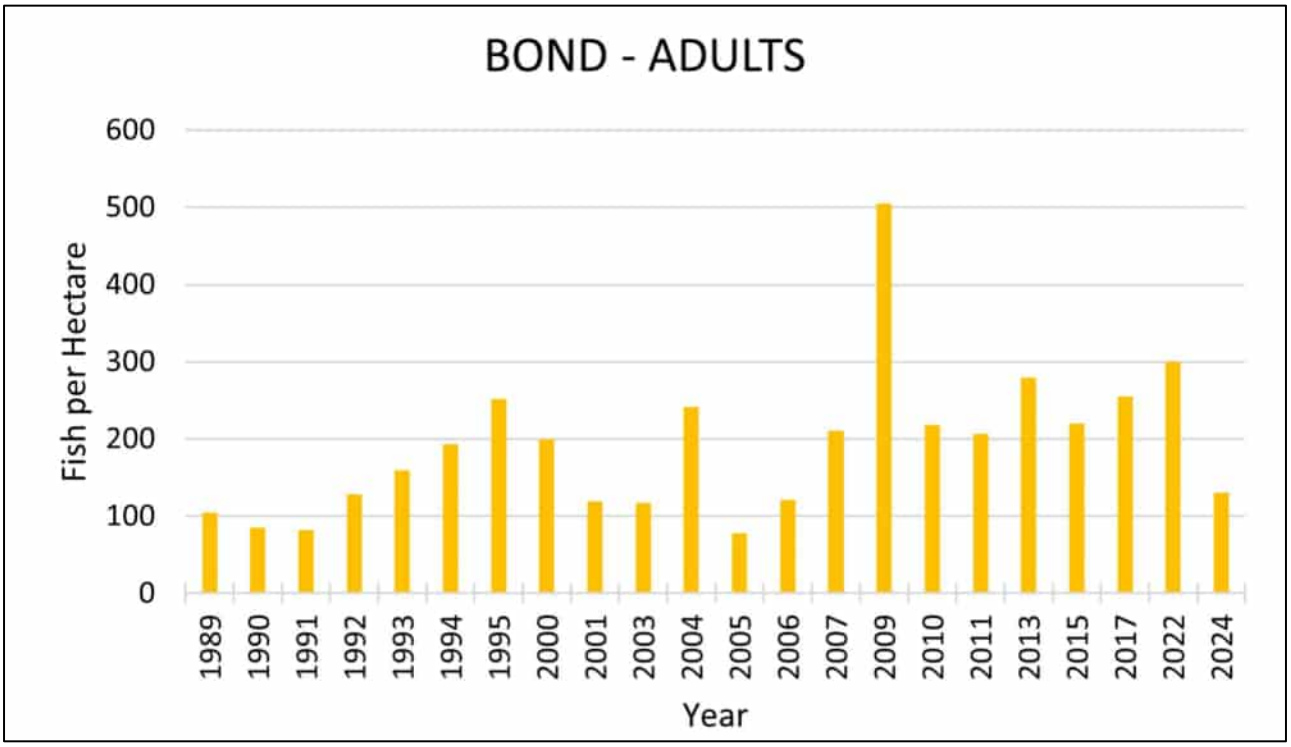


Figure 5-6: Adult Brown Trout Population Estimates – Bond Tract Reach

5.2.1.4 Stream Flow During Fish Survey Period

As mentioned above, fish population estimates by electrofishing are subject to a number of variables that can influence the results. However, we have tried to standardize our methodology by using the same types of equipment, dates, and experienced staff from year to year, however there was a staffing turnover in 2020 with WSP taking over the mark-recapture sampling.

Water level can differ between years as well as between mark and recapture runs. During periods of lower flow, the number of fish present may be more susceptible to capture, although the actual numbers could be lower if the fish have moved elsewhere. A higher proportion of recaptured fish increases our reliability and confidence in the population estimate; however, it also means a lower population estimate.

In 2024, water levels during the electrofishing survey were comparable to previous electrofishing surveys (2011, 2013, and 2015, 2017, 2020 and 2022) with the exception of 2017 when flows were higher due to rainfall events. Water levels in 2024 remain typical, with no extreme low or high flow rates. Daily average flow rates during the electrofishing survey are presented in **Table 5-2** below. Flows were similar during the mark and recapture runs, thereby increasing the confidence in the results between the two surveys.

Table 5-2: Daily average flow rates at SWM1 during population survey, September 2024

Mark Run			Recapture Run		
Reach	**Date**	**Flow (m3/s)**	**Reach**	**Date**	**Flow (m3/s)**
University	Sep. 5, 2024	0.092	University	Sep. 12, 2024	0.085
Hanlon	Sep. 6, 2024	0.091	Hanlon	Sep. 13, 2024	0.084

5.2.1.5 Pre Versus Post-Extraction Brown Trout Population Estimates

The number of YOY and adult Brown trout are higher throughout the study area since extraction began compared to pre-operational (before 1995) population estimates. A statistical analysis of Brown trout populations in the University of Guelph and Hanlon reaches was performed to compare population size prior to extraction below the water table to the population after extraction. Both YOY and adult (age 1+) populations in each reach were considered. The available database was divided into pre-operational (1983-1994) and post-operational (1995-2024) periods. Although topsoil stripping began in 1993, extraction below the water table began in spring of 1995. Therefore, 1995 was considered as the starting timeframe for evaluation of potential effects of extraction below the water table on fisheries' resources in the area.

A one-tailed t-test (assuming unequal variance) was performed to determine if there has been a significant change in Brown trout population size since 1995. The test calculates whether the pre-operational period population estimates are greater than or less than the post-operational period. The test calculates a probability value (P value) or percent probability of incorrectly concluding a statistical significance. For this analysis, a confidence level of 5% was used, therefore any P value less than 0.05 indicates a significant difference between the two periods.

Adult and YOY populations were significantly ($P<0.05$) greater in the University of Guelph reach during post-operational years (Table 5-3). The average number of adult fish (age 1+) increased from approximately 354 per hectare during the pre-operational period to 736 per hectare during the post-operational period. The average

number of YOY also increased significantly during post-operational period (2649 per hectare) compared with the pre-operational numbers (1104 per hectare) (Table 5-3).

Similarly, the mean number of YOY populations were significantly (P<0.05) greater in the Hanlon By-pass reach during post operational years. The Hanlon By-pass reach had an average of 929 individuals per hectare during post-operation, compared to 264 individuals per hectare pre-operation (Table 5-3). Adult populations have also remained higher post-operation at 259 individuals compared to the pre-operation periods with 116 and 259 individuals.

This analysis indicates there has been no decrease, and in fact, the Brown trout population has generally increased since the 1995 commencement of aggregate extraction below the water table.

Table 5-3: Statistical Comparison of Brown Trout Population Size in Mill Creek Before and After Aggregate Extraction

Statistic	Pre-Operational Mean (SE)	Post-Operational Mean (SE)	P Value
University of Guelph			
YOY per ha	1104.0 (457.2)	2649.1 (361.1)	0.0106
Age 1+ per ha	354.0 (104.7)	735.7 (39.4)	0.0063
Hanlon By-Pass			
YOY per ha	264.3 (115.7)	928.6 (101.5)	0.0004
Age 1+ per ha	116.3 (46.0)	258.7 (27.9)	0.0131

SE = Standard Error

5.2.1.6 Trout Population Characteristics

5.2.1.6.1 Fork Length Distributions

The size of fish in an area and relative proportion of age/size classes provides some information on the relative community structure and health of the population. Ideally there will be a wide range of size classes represented in the population, with a higher proportion of younger fish. Fork length distributions from fish measured during the mark run of the 2024 population survey are illustrated in **Figure 5-7** for the University, and in **Figure 5-8** for the Hanlon stations. Note the differences in vertical scale between the graphs.

Within the University and Hanlon stations, the number of small (less than 10 cm) Brown trout was high. The YOY year class is easily distinguished. In previous years a comparison between these two stations shows YOY Brown trout in the University reach were slightly smaller than those in the Hanlon reach, however in 2024 YOY caught at both stations were of similar size. The most dramatic differences between the community structure at the Bond Tract and the other two stations, are the significantly lower number of YOY brown trout and the greater number of relatively large fish (over 30 cm long) at the Bond Tract. There are areas of the Bond Tract that are significantly deeper than any areas in the University and Hanlon reaches, which provide excellent habitat for large brown trout, as well as little spawning or nursery habitat present in this reach.

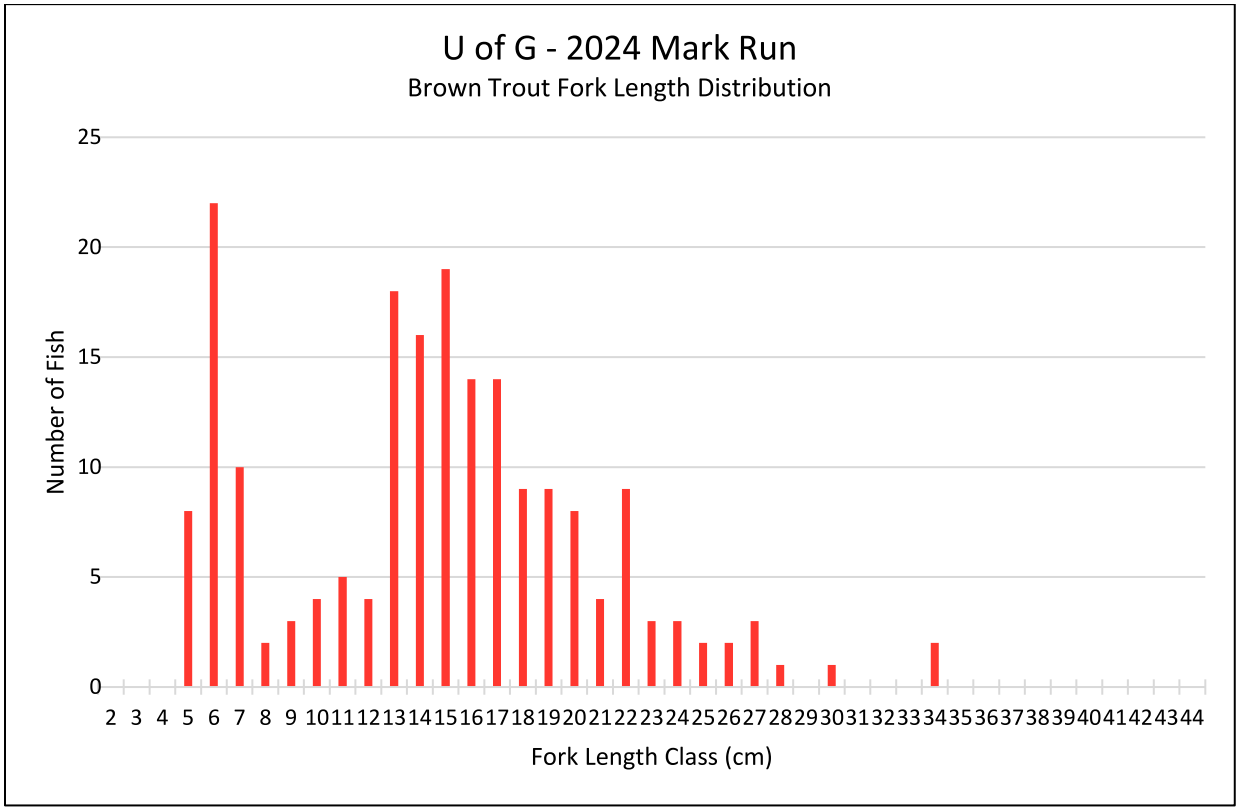


Figure 5-7: Fork Length Distribution of Brown Trout Collected During the Mark Run (2024) in the University of Guelph Station

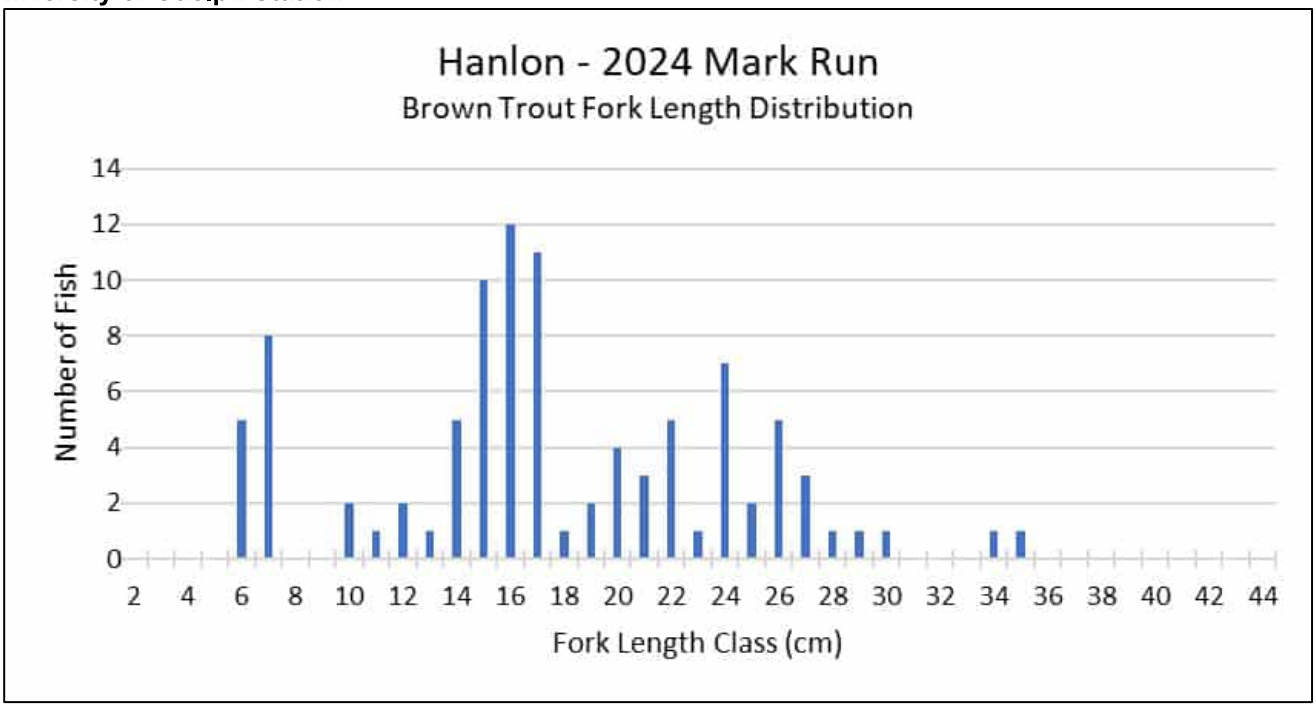


Figure 5-8: Fork Length Distribution of Brown Trout Collected During the Mark Run (2024) in the Hanlon Station

5.2.1.6.2 Brown Trout Biomass

Total trout biomass was calculated for each reach of Mill Creek by summing the weights of each size or year class. For the 2024 data, WSP has assumed the year class for each fish based on historical values and comparisons of the fork length and scale aging as well as the current fork length distribution data above.

The number of fish in each estimated age class was then extrapolated from total estimated adult population as determined by the Petersen estimate (**Table 5-4**). As expected, trout biomass in the University of Guelph reach (24.44 kg/ha) is greater than in the Hanlon reach (14.08 kg/ha). Biomass in the Bond Tract was 44.69 kg/ha due to higher proportion of larger fish with higher weight despite the lower number of fish captured.

Table 5-4: Estimate of Brown Trout Biomass in Mill Creek (2024 Electrofishing Data)

Stream Reach	Year Class (yr)	# Per Year Class (mark)	# Per Year Class (extrapolated)	Weight (g) (mean or range)	Density (#/ha)**	Biomass (kg/ha)	Biomass (g/m^3)
Hanlon By-pass	YOY*	45	135.0	3.9	340.91	1.32	0.13
	1	17	39.7	18.9	100.17	1.89	0.19
	2	89	79.1	40.7	199.78	8.12	0.81
	3	35	33.1	92.1	83.47	7.69	0.77
	4	16	12.4	172.4	31.43	5.42	0.54
	5	3	0	209.8	0.00	0.00	0.00
	6	2	0	325.0	0.00	0.00	0.00
	TOTAL	**207**	**299.3**	**862.7**	**755.75**	**24.44**	**2.44**
University of Guelph	YOY*	13	169.0	4.1	426.8	1.74	0.17
	1	8	8.0	22.5	20.2	0.45	0.05
	2	40	57.1	47.3	144.3	6.82	0.68
	3	14	6.0	109.8	15.2	1.66	0.17
	4	17	4.3	171.5	10.7	1.84	0.18
	5	5	2.5	247.5	6.3	1.56	0.16
	6	2	0.0	375,5	0	0	0
	TOTAL	**99**	**246.9**	**978.1**	**623.5**	**14.08**	**1.41**
Bond Tract	YOY*	1	3.0	5.6	7.6	0.04	0.0
	1	0	0.0	0.0	0.0	0.00	0.0
	2	6	0.0	39.1	0.0	0.00	0.0
	3	3	12.0	113.4	30.3	3.44	0.34
	4	4	8.0	156.0	20.2	3.15	0.32
	5	12	16.8	295.5	42.4	12.54	1.25
	6	5	15.0	673.8	37.9	25.52	2.55
	TOTAL	**31**	**54.8**	**1283.4**	**138.4**	**44.69**	**4.47**

5.2.1.7 Other Species

Since 1998 the number of other fish species caught in the study area has been recorded as this provides an indication of general habitat quality and could represent possible competition with the trout. During the 2024 survey, 10 non-trout species were observed in the University reach, 19 non-trout species were captured in the Hanlon reach, and 18 non-trout species were captured in the Bond reach.

Table 5-5 and 5-6 provides a summary of fish captured during the mark runs of the 2005-2024 electrofishing surveys in the University of Guelph and Hanlon reaches.

In 2024, one Brook trout (*Salvelinus fontinalis*) was captured in the Hanlon reach during the mark run. The captured Brook trout was recorded as a healthy adult measuring 21 cm in length, weighing 94.2 g. No other Brook trout were captured in the University of Guelph, or the Bond Tract reaches. Other new captures in 2024 included; Banded Killifish, Blacknose Shiner, Bluegill, Northern Redbelly Dace, and Yellow Perch.

Table 5-5: Other Fish Species Captured During Electrofishing Surveys of University of Guelph 2005-2024 (Mark run only)

	University of Guelph											
	2005	**2006**	**2007**	**2009**	**2010**	**2011**	**2013**	**2015**	**2017**	**2020**	**2022**	**2024**
Banded Killifish	-	-	-	-	-	-	-	-	-	-	-	-
Blacknose Dace	158	123	210	24	112	126	286	163	233	156	125	326
Blacknose Shiner	-	-	-	-	-	-	-	-	-	-	-	-
Bluegill	-	-	-	-	-	-	-	-	-	-	-	-
Bluntnose Minnow	-	-	1	-	-	-	-	-	-	-	-	-
Brook Stickleback	-	7	11	-	-	-	1	-	2	-	1	14
Brook Trout	-	-	-	-	-	-	-	-	-	-	-	-
Central Mudminnow	-	1	-	-	4	13	5	29	7	3	2	7
Common Shiner	-	-	-	-	-	-	-	-	-	-	1	-
Common White Sucker	38	40	51	24	29	26	3	63	45	26	19	51
Creek Chub	53	52	30	2	35	56	25	55	61	9	30	112
Fantail Darter	-	-	-	-	-	-	-	-	-	-	-	-
Fathead Minnow	-	-	-	-	-	-	-	-	-	-	-	-
Golden Shiner	-	-	-	-	-	-	-	1	-	-	-	-
Greenside Darter	-	4	-	-	-	-	-	-	-	-	37	-
Iowa Darter	14	-	2	1	1	-	8	-	1	-	-	13
Johnny Darter	16	30	21	3	8	15	11	29	27	47	14	53
Largemouth Bass	-	-	-	-	-	4	-	-	1	-	-	-
Longnose Dace	-	-	-	-	-	-	-	1	-	-	-	-

	University of Guelph											
	2005	2006	2007	2009	2010	2011	2013	2015	2017	2020	2022	2024
Northern Redbelly Dace	-	-	-	-	-	-	-	-	-	-	-	-
Pearl Dace	-	-	-	-	-	-	-	-	-	-	-	-
Pumpkinseed	-	-	4	-	-	-	-	2	-	-	-	-
Rainbow Darter	28	40	45	36	114	71	56	57	69	23	6	18
Rock Bass	2	1	6	1	-	1	3	2	2	1	1	1
Yellow Perch	-	-	-	-	-	-	-	-	-	-	-	1
Total No. of Other Fish Captured	309	298	381	91	303	312	298	402	448	265	236	596
Total No. of Other Species	7	9	10	7	7	8	9	10	10	7	10	10

Table 5-6: Other Fish Species Captured During Electrofishing Surveys of Hanlon 2005-2024 (Mark run only)

	Hanlon											
	2005	2006	2007	2009	2010	2011	2013	2015	2017	2020	2022	2024
Banded Killifish	-	-	-	-	-	-	-	-	-	-	-	1
Blacknose Dace	428	424	420	144	233	314	390	257	287	207	387	344
Blacknose Shiner	-	-	-	-	-	-	-	-	-	-	-	2
Bluegill	-	-	-	-	-	-	-	-	-	-	-	1
Bluntnose Minnow	14	11	11	-	-	2	1	-	1	-	5	1
Brook Stickleback	1	16	12	32	1	6	5	6	2	-	-	16
Brook Trout	-	-	-	-	-	-	-	-	-	-	-	1
Central Mudminnow	-	1	2	4	6	5	-	27	2	1	-	6
Common Shiner	46	73	56	4	21	16	16	41	5	12	17	27
Common White Sucker	190	203	201	92	135	241	84	170	104	136	165	206
Creek Chub	386	477	346	109	189	306	189	256	150	91	317	248
Fantail Darter	-	-	-	-	-	-	-	-	-	-	4	-
Fathead Minnow	2	1	-	-	-	-	-	-	-	5	-	3
Golden Shiner	-	-	-	-	-	-	-	-	-	-	-	-
Greenside Darter	-	-	-	-	1	-	-	-	-	-	30	-
Iowa Darter	14	23	-	-	-	1	-	-	1	-	-	2
Johnny Darter	92	152	193	135	90	158	72	88	46	61	138	45
Largemouth Bass	4	-	5	1	8	4	1	-	-	1	-	4

	Hanlon											
	2005	2006	2007	2009	2010	2011	2013	2015	2017	2020	2022	2024
Longnose Dace	-	-	-	-	-	-	-	-	-	32	3	-
Northern Redbelly Dace	-	-	-	-	-	-	-	-	-	-	-	1
Pearl Dace	-	-	1	-	-	-	-	1	-	-	-	-
Pumpkinseed	-	4	29	-	-	3	4	2	-	-	2	1
Rainbow Darter	42	53	50	80	69	104	54	87	102	39	68	23
Rock Bass	7	12	-	4	1	6	3	6	10	14	4	-
Yellow Perch	-	-	-	-	-	-	-	-	-	-	-	2
Total No. of Other Fish Captured	1226	1450	1326	605	754	1166	819	941	710	599	1140	934
Total No. of Other Species	**12**	**13**	**12**	**10**	**11**	**13**	**11**	**11**	**11**	**11**	**12**	**19**

5.2.2 Redd Surveys

The 2024 redd spawning survey indicated a total of 36 probable redds within the Mill Creek project limits. The project limits extend approximately 1.2 km and are comprised of two reaches: the University of Guelph reach and the Hanlon by-pass reach. Historically the University of Guelph section has higher redd counts, with the Hanlon section having lower counts. However, in 2024, the redd surveys did not follow this trend. There were 16 redds noted in the University stretch, and 20 in the Hanlon stretch (see **Figures 5-9 and 5-10**).

The number of redds within the University of Guelph section has been generally trending downwards for the past 10 years, as noted in **Figures 5-9 and 5-10.** The lack of scrapes noted in the 2024 survey may indicate the declining options for desirable spawning conditions but may also be a result of the other factors impacting access to the spawning habitat. The relatively lower redd count in the past three years has similar results compared to data from 1983 to 1987, prior to any rehabilitation efforts, suggesting that the spawning activity in the reach is cyclic, and the results from 2024 are following historic trends. It may also suggest that the habitat has been degrading since the mid-1980's rehabilitation projects carried out by the GRCA, MNR, and local fishing enthusiast. Updating the habitat mapping and comparing the habitat quality to those works immediately following the rehabilitation works may provide some additional insight into the decline of the population within the last 10 years.

The highest number of redds recorded to date in this reach was 194 in 2010, and the lowest value on record was 9 total redds measured in 1984. Although redd counts are low, they are not below historic records, and the water quality and temperate readings do not point directly to any thermal or chemical concerns for the trout population beyond historic fluctuations in results. However, these measures do not directly account for the quality of the habitat for the life cycle functions it provides.

In the Hanlon section, the redd count was 20 in 2024, compared to 10 in 2023, 15 in 2022, and 39 in 2021. This 2024 redd count indicated a slight increase following a steady decline in redd counts compared over the prior counts. The numbers recorded in the past three years may be an indication of a general decline in spawning habitat available in the Hanlon section but may also be a result of the other factors impacting access to the spawning habitat (i.e., beaver damming downstream of the study limits). The lack of scrapes noted in the 2024

survey may also indicate the declining options for desirable spawning conditions. The highest number of redds recorded to date in this reach was 107 in 2016 which was also the first time that the number of redds in the Hanlon reach exceeded the number of redds in the University reach. Although generally trending downward, the spawning results appear to be following historic trends similar to the University reach, and the 2024 results indicate the population may be heading upwards. The lowest redd count recorded for the project was 1, documented in 1988, and our recent 2024 results are still well above this historic low.

As previously discussed, a scrape is a less defined or small clearing of disturbed substrate with no fish visually observed. They could be indicators or redds being created but were then abandoned either due to fish being startled off, or the fish uncovered less then desirable spawning conditions in the substrate. 2020 was the first year in which scrapes had been reported in the University and Hanlon sections, therefore it is unclear whether this is comparable to previous years; however, as more scrape data is recorded, trends may become evident. The number of scrapes in the University section was 6 in 2022 compared to 23 in 2021 and 18 in 2020. The number of scrapes in the Hanlon section in 2022 was 2, with 35 and 43 in 2021 and 2020, respectively. Due to an absence of scrapes none were recorded during the 2023 and 2024 redd surveys. The lack of scrape presence may be due to a decrease in activity, as well as the survey being completed after the main trout migration causing the scrapes to be less identifiable. There are a number of variables that may be impacting the spawning conditions in the two reaches, but overall, the results do appear to be following historic trends, and the water chemistry and temperatures of the two reaches have not returned any results that would suggest the spawning activity is being impacted directly by the pumping works.

Redd survey dates and results are summarized in **Sub-Appendix B**. Redd surveys are not conducted at the Bond Tract Station due to absence of suitable spawning habitat and depth of the channel that limits visibility.

In 2018 the very low numbers of Brown trout redds observed were largely attributed to the presence of beaver dams in the study reaches of Mill Creek. Although no beaver dams were observed in the reaches assessed in 2024, the area has a lot of beaver activity and there might have been dams built beyond the study limits impacting flows. Since WSP's spawning surveys are only a once-a-year event, there may have been seasonal events like sedimentation from another dam release that also could have impacted spawning in 2024.

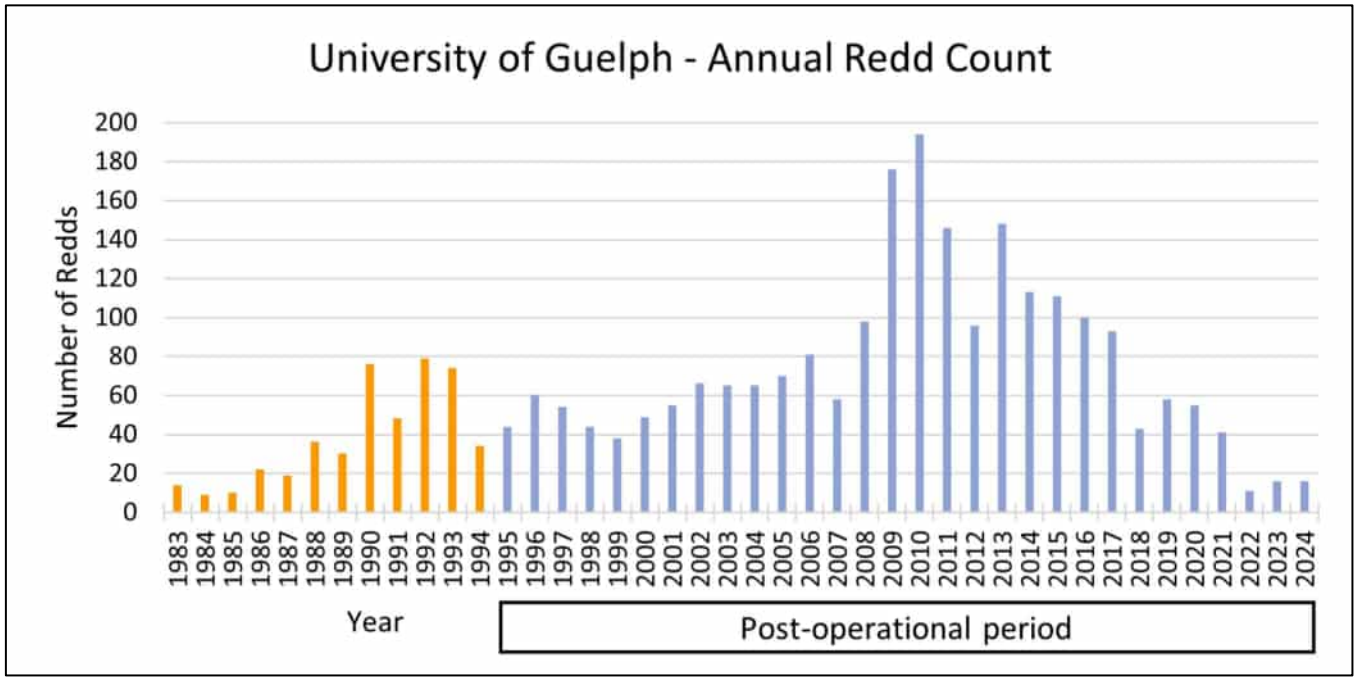


Figure 5-9: Annual Brown Trout Redd Counts in the University of Guelph Station

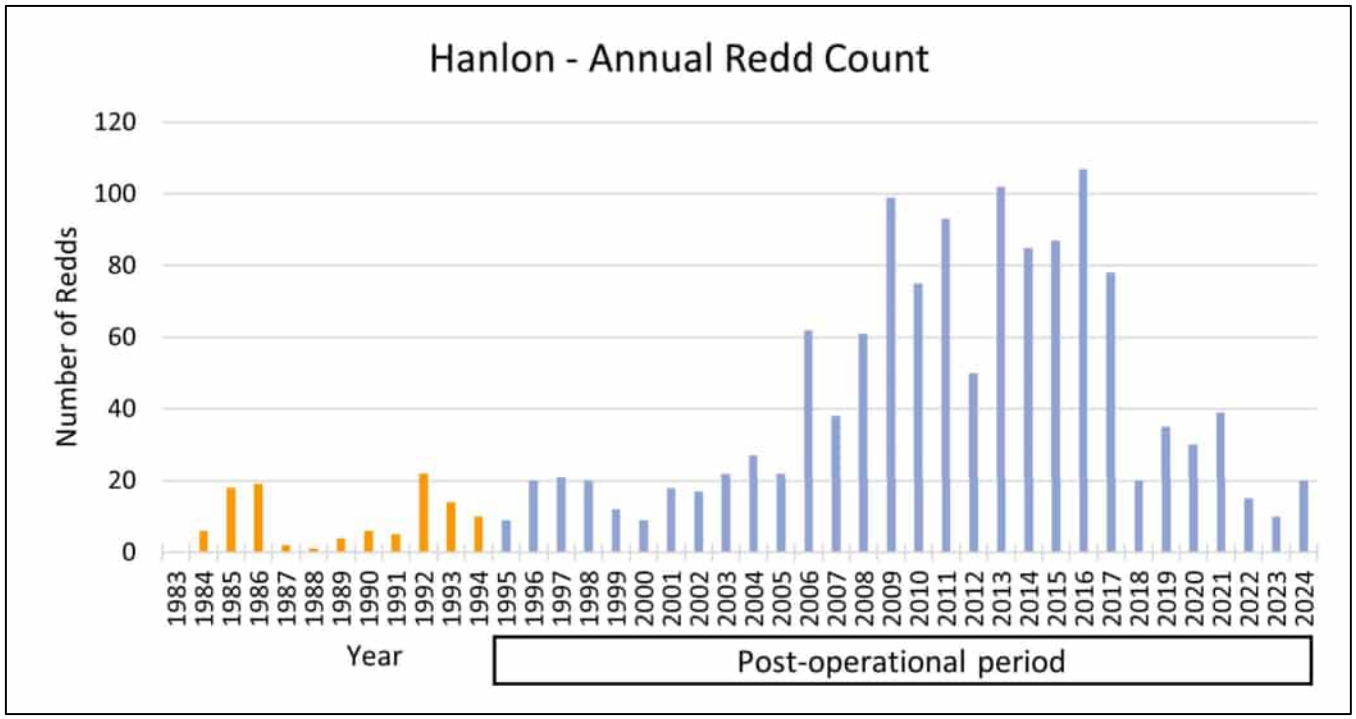


Figure 5-10: Annual Brown Trout Redd Counts in the Hanlon By-Pass Station

5.3 Summary of Fisheries Monitoring

The fisheries monitoring program again demonstrates that the Brown trout population remained healthy in the study area in 2024. The 2022 estimated adult Brown trout population for the reaches is comparable to historical populations, which exhibit a cyclical growth pattern.

This was the 42nd consecutive year of trout redd surveys. Spawning activity as indicated by the observed number of redds has been trending downwards for the past 10 years, but within the past three suggest the beginning of an increase again. Typically, the University reach has higher spawning activity due to better habitat conditions, though in recent years the spawning data were comparable and showed a general cyclic pattern to the results that is consistent with historical observations and may be an indication of the decline of the habitat suitability in the reaches.

The results from 2024 provide further evidence that aggregate extraction below the water table (beginning in 1995) has had no measurable impact on the level of Brown trout spawning activity. Therefore, Dufferin Aggregates continues to be in compliance with Licence Condition #23, which states there must be no “net loss of the productive capacity of fish habitat in Mill Creek or its tributaries.”

6.0 THRESHOLD AND REQUIRED ACTIONS

6.1 Thresholds

The action thresholds for the threshold pairs/locations, as proposed in the Monitoring Program, are presented in **Table 3-2**.

6.2 Action Response for Groundwater Threshold Pairs

Early Warning Value Exceedance

Included in **Table 3-2** is a summary of the early warning head difference values at each threshold pair. In the event of an exceedance of an early warning value, the following internal response protocol would be followed.

- Verify the water level data at the subject monitor pair within two days;
- If the head difference is confirmed to be less than the early warning value, the monitoring frequency will be increased to twice per week in the general vicinity of the monitoring pair;
- Concurrent with the intensified monitoring frequency, the extraction and processing operations will be reviewed with Dufferin Aggregates to determine if there is an obvious cause for the decline in head difference between the monitors. If such a cause is identified, it will be rectified as quickly as possible; and
- Monitoring will continue at the intensified frequency to establish a trend in the water levels, and to determine the cause of the problem (e.g., low stream flow upstream of the threshold pair, high rate of extraction, interruption of pumping cycle, abnormally dry season, etc.), and the degree of impact likely to ensue from an exceedance of the threshold. Groundwater discharge gradient conditions at the drive point monitors will be reviewed as part of the assessment.

In the event that the trend in the water levels indicates that the threshold value could be exceeded, Dufferin Aggregates will prepare and, if necessary, implement mitigation measures to prevent an exceedance of the threshold. Potential mitigation measures include the following.

- Relocation of extraction operations to another phase;

- Recharge injection wells or trench;
- Groundwater barrier wall (silt pond extensions);
- Pumping water from one of the on-site ponds to flood a particular area;
- Suspend extraction activities;
- Develop a groundwater source in the bedrock aquifer; and
- Divert a portion of the peak flows from Mill Creek into the on-site pond(s) to raise water levels. This approach is to be reviewed with agency staff to determine if it is feasible/appropriate.

Some mitigation measures will require approval by MNR by way of an amendment to the site plans.

MNR will be contacted prior to the implementation of any additional mitigation measures. The initial results of the mitigation will be documented and submitted to MNR within one month of implementation. Any additional actions that may be required will be agreed to with MNR at that time.

Groundwater Threshold Exceedance

In the event that mitigation measures are not successful while extraction is occurring, and a threshold is exceeded for more than seven consecutive days, then below water table extraction will cease at that location and not begin again until that threshold shows recovery for seven consecutive days. Dufferin Aggregates will notify MNR immediately if a threshold has been exceeded for more than seven consecutive days.

6.3 Pond Level Thresholds

Low-water level threshold values and early warning values have been established for the Phase 1, Phase 2, Phase 3, and Phase 4 ponds, as well as silt pond SP3, to ensure that water levels do not become so low that groundwater discharge to Mill Creek would be affected. The threshold values and early warning values are presented in **Table 3-2**.

7.0 MONITORING PROGRAMS AND RECOMMENDATIONS

Surface Water Monitoring

- Considering the extensive history of surface water monitoring data demonstrating a lack of surface water flow impacts by the pit operations, consideration should be given to reducing the surface water monitoring program.

Groundwater Monitoring

- Groundwater monitoring should continue at the established stations.

Fisheries Monitoring

- Surface water quality data should continue to be collected every year, in the fall, as in past years, with the next sampling period planned for fall 2025;
- The annual redd survey should continue to be conducted every year, with the next planned for the fall of 2025.
    - To help facilitate the redd surveys in 2025, it is recommended that some of the more cumbersome large fallen trees and woody debris in the study reaches be removed, as well as any reoccurring beaver activity and dam building should also be addressed prior to the initiation of the fall spawning run.
- WSP is of the opinion that increasing the time between sampling periods for the mark/recapture surveys would only provide positive support for the trout population by not stressing the population out during a

low period in their reproductive cycle. Instead of completing mark/recapture surveys in 2026, they can be moved to 2028. By allowing the population to grow un-impacted for a couple of years, the young of year from 2024 will have a chance to grow to reproductive age and establish spawning patterns in the Mill Creek reaches assessed.

- It is recommended that updated habitat mapping could be essential in helping to determine any cause of the decline in redd counts in the past few years, and if the general habitat suitability for spawning has changed. It would also lay the groundwork for any mitigation and enhancement opportunities in the creek if deemed required by the agencies.

8.0 REFERENCES

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Raleigh, R.F., LAD. Zuckerman and P.C. Nelson. 1986. Habitat Suitability Index Model and Instream Flow Suitability Curves: Brown Trout. Biological Report 82(10.124) of the U.S. Department of the Interior, Fish and Wildlife Service (National Ecology Center).

Signature Page

WSP Canada Inc.



Courtney Huber, HBSc
Aquatic Ecologist



Rebecca Warrack, P.Eng.
Project Engineer, Earth & Environment



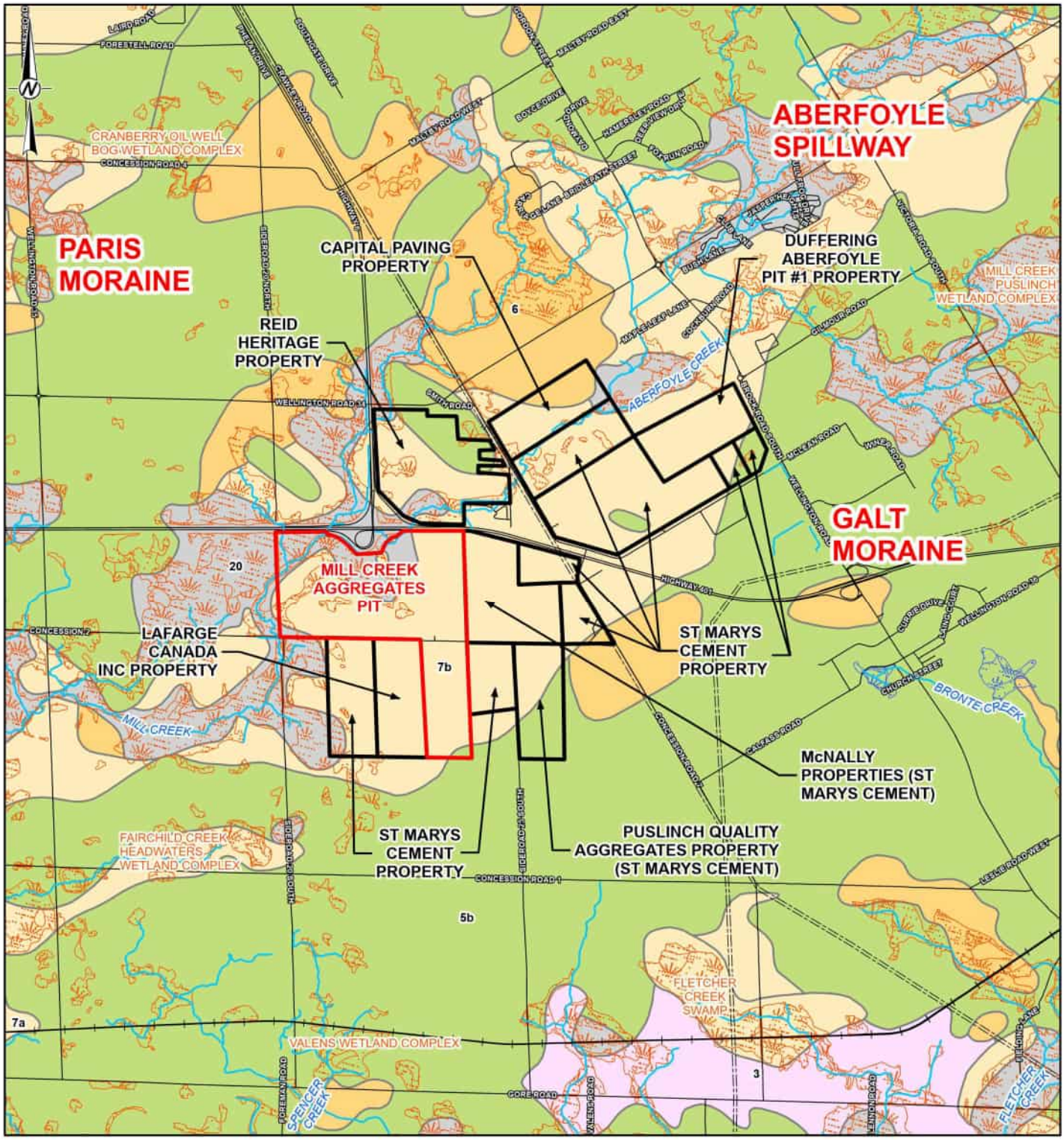
Kim LeBrun, H.B.Sc.
Senior Ecologist - Fisheries



Greg R. Siiskonen, P.Eng.
Director, Earth & Environment

RS/RW/KL/GS/rc

Figures



LEGEND

- UTILITY LINE
- RAILWAY
- WATERCOURSE
- ROAD
- WETLAND EVALUATED - OTHER
- PROVINCIALLY SIGNIFICANT WETLAND
- 20: ORGANIC DEPOSITS
- 3: PALEOZOIC BEDROCK
- 5B: STONE-POOR, CARBONATE-DERIVED SILTY TO SANDY TILL
- 6: ICE-CONTACT STRATIFIED DEPOSITS
- 7A: SANDY DEPOSITS
- 7B: GRAVELLY DEPOSITS

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. BASE MAP: PROVINCE OF ONTARIO, ESRI CANADA, ESRI, TOMTOM, GARMIN, FAO, NOAA, USGS, EPA, NPS, NRCAN, PARKS CANADA
3. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N

CLIENT
DUFFERIN AGGREGATES

PROJECT
2024 COORDINATED MONITORING REPORT
MILL CREEK AGGREGATES PIT TOWNSHIP OF PUSLINCH
FOR DUFFERIN AGGREGATES

TITLE
LOCATION AND PHYSICAL SETTING

CONSULTANT

wsp

YYYY-MM-DD	2025-03-06
DESIGNED	---
PREPARED	AS
REVIEWED	---
APPROVED	---

PROJECT NO.	CONTROL	REV.	FIGURE
CA0046173.5391	0002	A	1

IF THIS MEASUREMENT DOES NOT MATCH WHAT IS SHOWN, THE SHEET SIZE HAS BEEN MODIFIED FROM: ANSI A
25mm
0



LEGEND

- 5 — APPROVED PHASING
- SP1 — SILT POND AND DESIGNATION
- BOUNDARY OF EXTRACTION AREA PER G.R.C.A. FILL PERMIT APPLICATION
- LICENCED LIMIT OF EXTRACTION PER SITE PLANS
- BOUNDARY OF LICENSED PROPERTY
- 2024 DEPOSITION AREA
- BERM
- INFILLED SILT POND
- PARTIALLY INFILLED POND

0 120 200 400

1:10,000 METRES

NOTE(S)
1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)
1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE – ONTARIO.
2. BASE MAPPING BY PLANNING INITIATIVES LTD., DATED AUGUST 1987, DRAWING NUMBERS 1A AND 1B OF 4.
3. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N
4.POND BOUNDARIES BASED ON AERIAL PHOTOGRAPHY(DUFFERIN AGGREGATES, NOVEMBER 2020).

CLIENT
DUFFERIN AGGREGATES

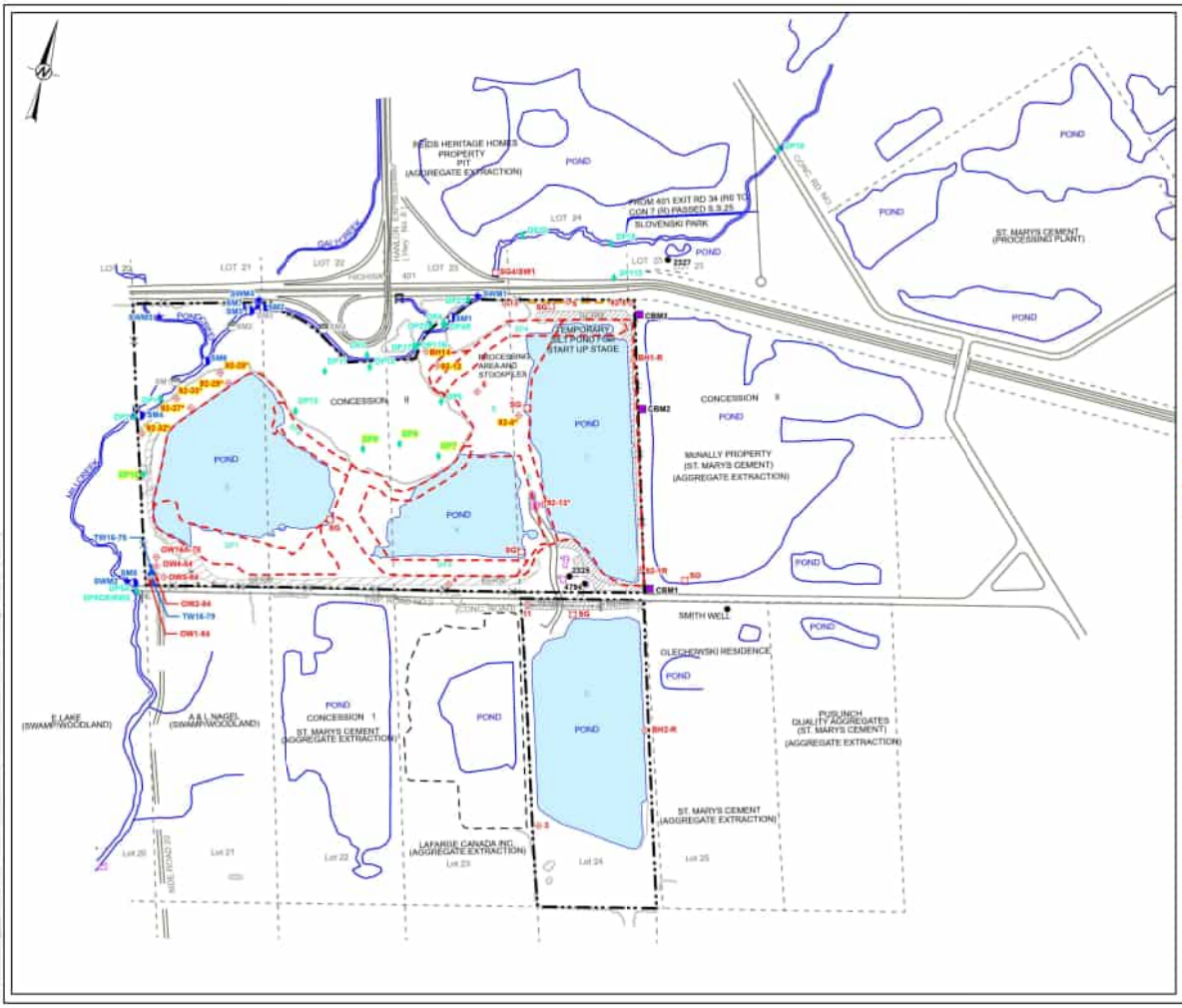
PROJECT
2024 COORDINATED MONITORING REPORT
MILL CREEK AGGREGATES PIT TOWNSHIP OF PUSLINCH
FOR DUFFERIN AGGREGATES

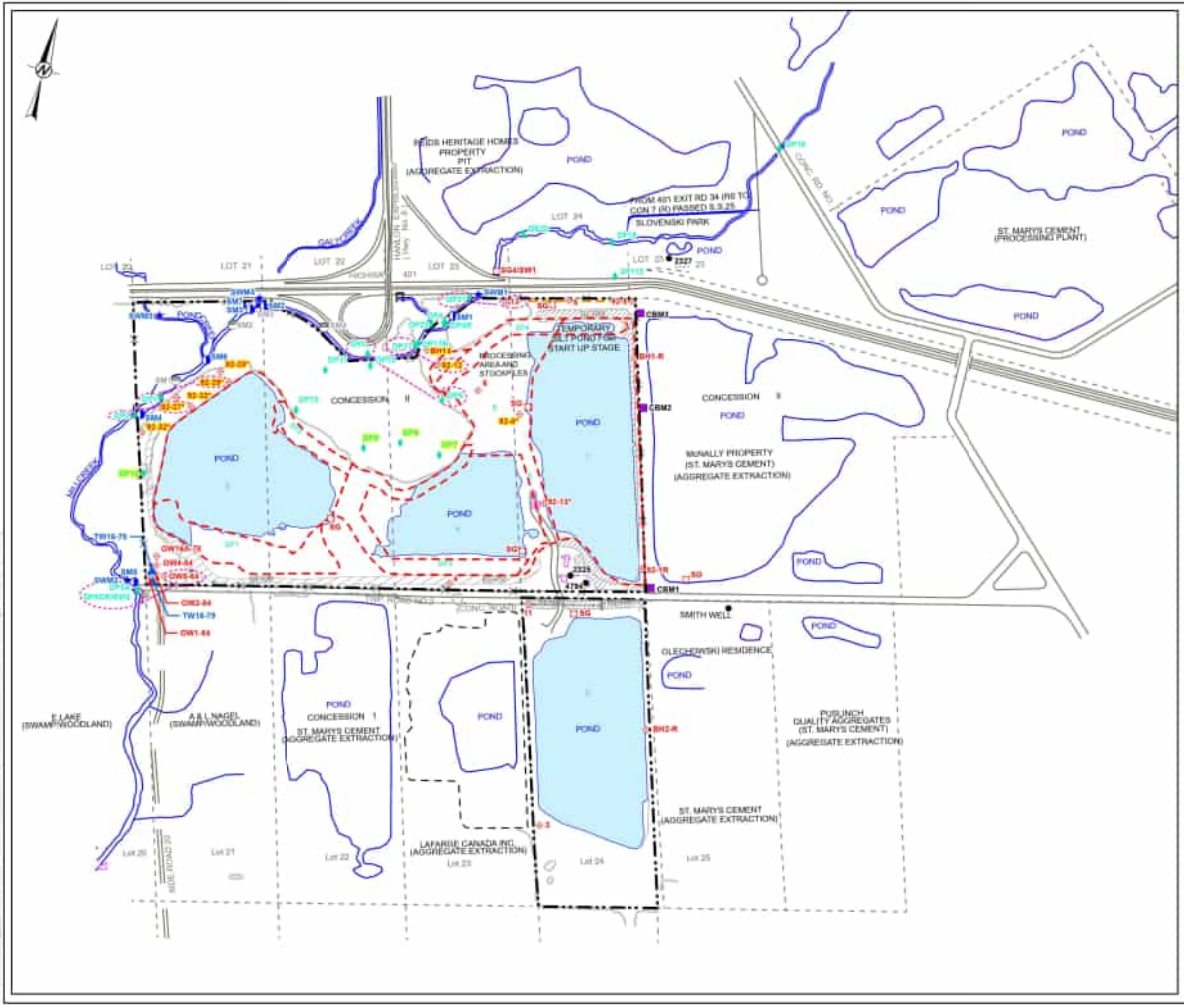
TITLE
SITE PLAN SEQUENCING

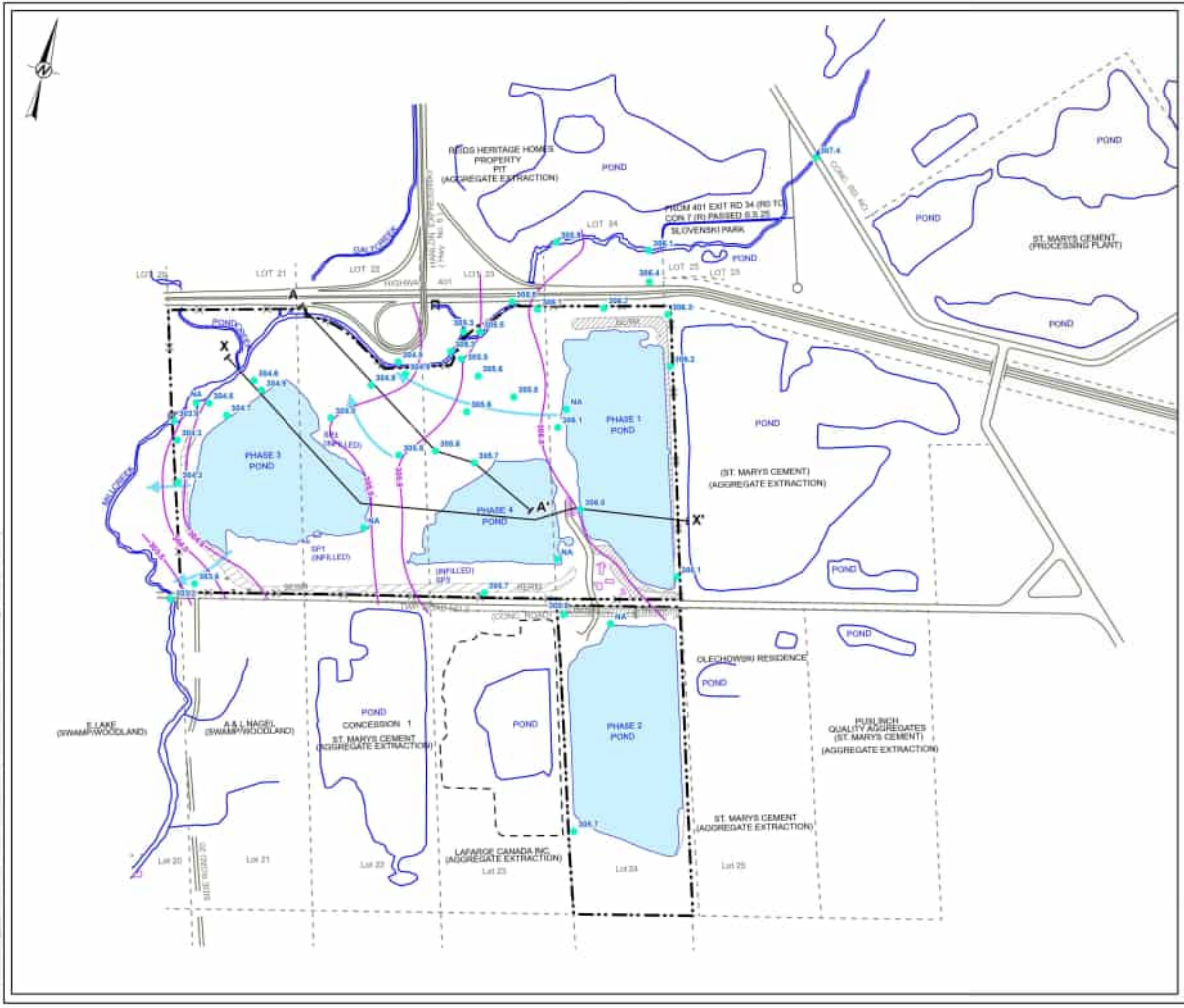
CONSULTANT

YYYY/MM/DD	2025/02/06
DESIGNED	---
PREPARED	AS
REVIEWED	---
APPROVED	---

PROJECT NO.	CONTROL	REV.	FIGURE
CA0046173.5391	0002	A	2


N
REIDS HERITAGE HOMES PROPERTY PIT (AGGREGATE EXTRACTION)
POND
FROM 401 EXIT RD 34 (R6 TO CON 7 (R) PASSED S.9.25
SLOVENSKI PARK
ST. MARYS CEMENT (PROCESSING PLANT)
GALT CREEK
HAROLD SHANTZ TRAIL
LOT 21
LOT 22
LOT 23
LOT 24
LOT 25
401
SG4/SW1
SW1
SW2
SW3
SW4
SW5
SW6
SW7
SW8
SW9
SW10
SW11
SW12
SW13
SW14
SW15
SW16
SW17
SW18
SW19
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SW22
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SW29
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SW31
SW32
SW33
SW34
SW35
SW36
SW37
SW38
SW39
SW40


N
REIDS HERITAGE HOMES PROPERTY PIT (AGGREGATE EXTRACTION)
POND
FROM 401 EXIT RD 34 (RR TO) CON 7 (R) PASSED S.9.25
SLOVENSKI PARK
ST. MARYS CEMENT (PROCESSING PLANT)
LOT 21
LOT 22
LOT 23
LOT 24
LOT 25
401
HANLON EXPY
GALT CREEK
MILL CREEK
CONCESSION II
TEMPORARY SLOPE DIVERT. START UP STAGE
PROCESSING AREA AND STOCKPILES
MANALLY PROPERTY (ST. MARYS CEMENT) (AGGREGATE EXTRACTION)
SMITH WELL
OLECHOWSKI RESIDENCE
PUSLINCH QUALITY AGGREGATES (ST. MARYS CEMENT) (AGGREGATE EXTRACTION)
E LAKE (SWAMP/WOODLAND)
A & L NAGEL (SWAMP/WOODLAND)
CONCESSION I
ST. MARYS CEMENT (AGGREGATE EXTRACTION)
LAFARGE CANADA INC. (AGGREGATE EXTRACTION)
ST. MARYS CEMENT (AGGREGATE EXTRACTION)
SIDE ROAD 20
CBM1
CBM2
BH1-R
BH2-R
SG1
SG2/BW1
SG3
SG4/BW2
SG5
SG6
SG7
SG8
SG9
SG10
SG11
SG12
SG13
SG14
SG15
SG16
SG17
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SG40
SG41
SG42
SG43
SG44



NOTE(S)
1. ALL LOCATIONS ARE APPROXIMATE

REFERENCE(S)
1. CONTAINS INFORMATION LICENSED UNDER THE OPEN GOVERNMENT LICENCE - ONTARIO.
2. BASE MAPPING BY PLANNING INITIATIVES LTD., DATED AUGUST 1987, DRAWING NUMBERS 1A AND 1B OF 4.
3. COORDINATE SYSTEM: NAD 1983 UTM ZONE 17N
4 POND BOUNDARIES BASED ON AERIAL PHOTOGRAPHY(DUFFERIN AGGREGATES, NOVEMBER 2020).

CLIENT
DUFFERIN AGGREGATES

PROJECT
2024 COORDINATED MONITORING REPORT
MILL CREEK AGGREGATES PIT TOWNSHIP OF PUSLINCH
FOR DUFFERIN AGGREGATES

TITLE
2024 'LOW FLOW' WATER TABLE CONFIGURATION (JANUARY)

CONSULTANT

YYYY/MM/DD	2025-03-06
DESIGNED	---
PREPARED	AS
REVIEWED	---
APPROVED	---

PROJECT NO.	CONTROL	REV.	FIGURE
CA0046173.5391	0001	A	5

APPENDIX A

Surface Water Report

APPENDIX B

Hydrogeology Report

APPENDIX C

Fisheries Report



wsp.com

Dougan Ecology
3 - 7 Edinburgh Road South, Guelph, ON, N1H 5N8

August 12, 2025

Township of Puslinch
7404 Wellington Rd. 34
Puslinch, Ontario
N0B 2J0
Attn. Monika Farncombe, Legislative Assistant

RE: Ecology Peer Review – Dufferin Aggregates Mill Creek Pit - Phase 6 2024 Ecological Monitoring Report (GEC, June 2025)

Dear Monika,

Thank you for retaining Dougan Ecology (Dougan; formerly Dougan & Associates) to review the **2024 Ecological Monitoring Report** for the Dufferin Aggregates Mill Creek Pit – Phase 6 prepared by Goodban Ecological Consulting (GEC; dated June 2025).

For context, it should be noted that Dougan previously reviewed the 2023 Ecological Monitoring Report to the Township on September 27, 2024. Since providing these comments, Dougan has not had the opportunity to review a revised 2023 Monitoring Report nor have we received confirmation that these comments were addressed.

Most of our comments on the 2023 report also pertain to this 2024 report, therefore we offer the following comments on the **2024 Ecological Monitoring Report**:

1. Please clarify how plant survivorship was assessed (e.g. fair vs good). Survivorship and performance should be quantified based on percent cover, composition and abundance, or another metric.
2. It would be beneficial to include a quantification of adventitious weeds vs. planted target species, as well as a summary of the floristic quality of the adventitious species.
3. Please provide clarification on when remedial actions would be required, as noted in section 6.0 Summary and Recommendations. For example, is there

a certain target for plant survivorship or percent coverage in 2024 that would qualify for remedial action/ replanting? This should be quantified.

4. Attachment A appears to be incomplete with only a couple of the recommended species for planting being included on Page 5. Please clarify.
5. Section 4.0 of the report mentions Custom Tallgrass Prairie Seed Mix was planted in RSW1 and RSW2, and a Custom Wildflower Seed Mix was planted in RSW2 and RSW3. Table 1 of the Monitoring Report identifies additional pollinator strip recommendations; it is unclear which of these have been implemented. It would be helpful to include a new column in Table 1 indicating which plantings have been implemented and which have not, and timelines associated with the outstanding recommendations.

Table 1. Summary of pollinator strip recommendations (GEC, 2025 Table 1)

Unit	Pollinator Strip Recommendation (GEC 2025, Table 1)
SB1	Ten (10) 3 m x 10 m pollinator strips will be planted.
EB1	Five (5) 3 m x 10 m pollinator strips will be planted.
EB2	Five (5) 3 m x 10 m pollinator strips will be planted.
RSM1	Three (3) 3 m x 10 m pollinator strips will be planted.
RSW1	Ten (10) 3 m x 10 m pollinator strips will be planted.
RSW3	Fifteen (15) 3 m x 10 m pollinator strips will be planted.
RSM2	Five (5) 3 m x 10 m pollinator strips will be planted.

Please do not hesitate to contact the undersigned with any questions on the above.

Sincerely,

[redacted]

Christina Olar, BSc, Eco Mgmt Tech, ISA
Manager of Ecology

[redacted]

Steven Hill, B.Env.Sc., M.Sc., Ph.D.
Principal, Senior Ecologist

2024 Ecological Monitoring Report

Dufferin Aggregates Mill Creek Pit - Phase 6

June 2025

Submitted to:
Dufferin Aggregates
A CRH Company

Prepared by:
Goodban Ecological Consulting Inc. (GEC)
Milton, Ontario

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2024 ECOLOGICAL MONITORING REPORT

Dufferin Aggregates Mill Creek Pit - Phase 6

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1.0 Introduction 1

2.0 Ecological Management Plan (EMP) Overview 2

3.0 Ecological Management Plan (EMP) – Spring 2020 Follow-up Work 3

4.0 Progressive and Final Rehabilitation 4

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6.0 Summary and Recommendations 7

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Figure 1 Location Map

Figure 2 Revised Extraction Footprint

Figure 3 Ecological Management Plan (for lands that will not be extracted)

Figure 4 Rehabilitation Plan (for lands that will be extracted)

LIST OF TABLES

Table 1 Ecological Management Plan and Rehabilitation Plan - Unit Summary

LIST OF ATTACHMENTS

Attachment A Sections 3.1 and 3.2 of the Ecological Management Plan (GEC, April 2017)

Attachment B Mill Creek Pit – Dufferin Aggregates - Phase 6
2024 Ecological Monitoring Photographs

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1.0 Introduction

The Mill Creek Pit is owned by the University of Guelph and is located on Part Lot 24 Concession 1 and Part Lots 21-24 Concession 2 in the Township of Puslinch, County of Wellington (**Figure 1**). The Mill Creek site is approximately 188.6 ha in size. Dufferin submitted a Major Site Plan Amendment to the Mill Creek Pit (Licence 5738) in 2015, along with applications for related Official Plan and Zoning By-law Amendments to the Township of Puslinch to obtain approval to extract 6.53 ha south of Phase 2 within the licence boundary (**Figure 2**).

Goodban Ecological Consulting Inc. (GEC) was initially retained by Dufferin Aggregates (Dufferin), a CRH Company, in 2016 to assist in addressing agency comments on their Mill Creek Pit Phase 6 Major Site Plan Amendment.

GEC's work included the preparation of the *Ecological Management Plan & Rehabilitation Plan, Dufferin Aggregates Mill Creek Pit - Proposed Phase 6* (GEC, April 2017). That report provides details on the management of features on Dufferin land surrounding the proposed Phase 6 extraction area and which was approved and added to the Site Plans (Rehabilitation Plan for the Phase 6 extraction area). The *Ecological Management Plan* (EMP) covers the 2.55 ha of Phase 6 that will not be extracted (**Figure 3**). The *Rehabilitation Plan* covers the 6.53 ha of Phase 6 that will be extracted (**Figure 4**).

Dufferin successfully implemented EMP Section 3.1 (Pre-Extraction and Site Preparation – Ecological Management Activities) by November 30, 2019, as documented in the December 5, 2019 Letter Report prepared by GEC. The Letter Report contained some recommendations for follow-up actions to be completed by Dufferin in spring 2020. This work was completed in 2020 and subsequently, progressive and final rehabilitation has been underway, with the latest work documented in this 2024 Phase 6 Ecological Monitoring Report.

Sheet 8 of the Site Plans details the reporting requirements for the Ecological Management Plan and Rehabilitation Plan. An Annual Monitoring Report is to be submitted by June 30 of the following year to the Ministry of Natural Resources and Forestry (MNRF), County of Wellington, Township of Puslinch and the Grand River Conservation Authority (GRCA), demonstrating the implementation of the Ecological Management Plan (EMP) and Rehabilitation Plan within Phase 6.

For ease of reference, Sections 3.1 and 3.2 of the Ecological Management Plan (EMP) and Rehabilitation Plan Report (GEC 2017) are provided in **Attachment A**. **Figures 1** to **4** and **Table 1** from the *Ecological Management Plan & Rehabilitation Plan* are also attached.

The remainder of this 2024 Ecological Monitoring Report is organized under the following headings:

- 2.0 Ecological Management Plan (EMP) Overview
- 3.0 Ecological Management Plan (EMP) - Spring 2020 Follow-up Work
- 4.0 Progressive and Final Rehabilitation Plan
- 5.0 2024 Monitoring Summary
- 6.0 Summary and Recommendations

2.0 Ecological Management Plan (EMP) Overview

The Ecological Management Plan covers the 2.55 ha of Phase 6 that will not be extracted. An overall goal of this Ecological Management Plan is to expand the extent of Significant Woodland areas through an integrated planting approach covering the property setbacks, woodland management zones, acoustic berms and, ultimately, the rehabilitation side slopes. Habitat conditions will be enhanced by controlling invasive woody species, increasing woodland diversity through species selections for reforestation, providing new habitat structures (e.g., rock piles, logs, woody debris, etc.), creating wildlife shrub patches, creating grassland patches with wildflowers for pollinators, and creating shoreline wetlands with habitat structures. The various management zones and rehabilitation areas are shown on **Figures 3** and **4**, and described in **Table 1**.

The main components of the Ecological Management Plan for land that will not be extracted were as follows:

- Stake extraction limits.
- Mark trees for retention and/or removal within setbacks and Woodland Management Zones.
- Cut trees and shrubs marked for removal along the extraction limit and within management areas.
- Install habitat features (e.g., log piles, brush piles) in wooded areas to be retained along the west side of the property.
- Plant trees and shrubs within management areas during spring and/or fall planting periods.
- Install silt fencing as shown on **Figure 3**.
- Strip topsoil from within berm footprints for use on berms. Strip other topsoil as necessary in order to complete the berm construction.
- Salvage field stones and large rocks for use in management areas and on future rehabilitation slopes.
- Construct south and east berms with irregular, naturalistic contouring, to the extent feasible.
- Install root wads, stumps, logs, rock piles and large boulders on berms.
- Install one (1) snake hibernaculum at the location shown on **Figure 3**.
- Plant trees and shrubs on south and east berms during spring and/or fall planting periods.

Dufferin successfully implemented EMP Section 3.1 (Pre-Extraction and Site Preparation – Ecological Management Activities) by November 30, 2019, as documented in the December 5,

2019 Letter Report prepared by GEC. Puslinch Township's ecological peer reviewer, Mr. Greg Scheifele of GWS Ecological & Forestry Services Inc., reviewed GEC's letter report and attended a site visit with Mr. Anthony Goodban (GEC) and Mr. Ron Van Ooteghem (Dufferin Aggregates) on March 11, 2020, to review the EMP work completed by Dufferin.

GWS Ecological & Forestry Services Inc. then prepared a brief letter report dated March 13, 2020, which included the following summary:

> *"In summary, the required tree and shrub removal work and follow-up ecological restoration work completed to date was effectively and professionally implemented. I commend Dufferin staff, consultants and contractors on this work and encourage them to perform the same quality of workmanship elsewhere on this site during ongoing progressive rehabilitation."*

GEC's December 5, 2019 Letter Report contained some recommendations for follow-up actions to be completed by Dufferin in spring 2020. This work was completed in 2020 and documentation is provided below.

3.0 Ecological Management Plan (EMP) - Spring 2020 Follow-up Work

The following ecological management activities were completed by Dufferin as of May 2020:

- From March to May 2020, GEC and Dufferin Aggregates site staff monitored the south and east berms for any signs of erosion or washouts. No corrective measures were required.

- GEC staff walked the south and east berms in May 8, 2020, to check on the berm plantings and identify any follow-up work that the planting contractor should complete, which included the following action items:

    - Tamp down and stake, if necessary, approximately 95 plantings that show signs of frost-heaving and/or are leaning;

    - Replace approximately 195 plantings that are dead or in poor condition; and,

    - Over-seed and reseed any bare or sparsely covered areas where the groundcover seeding from late 2019 did not take.

- Scott's Landscaping and Lawn Care completed the following work in May 2020:

    - All plantings that were leaning or showing signs of frost-heaving were tamped down and staked as necessary;

    - Approximately 250 tree seedlings in 1-gallon containers (or larger) were planted, including Basswood, Sugar Maple, Red Oak, White Birch, White Pine and White Spruce; and,

    - Bare or sparsely covered areas on the berms were seeded with 22.7 kg of the Custom Cover Mix comprising 77% Canada Bluegrass (*Poa compressa*), 20% Kentucky Bluegrass (*Poa pratensis*) and 3% White Clover (*Trifolium repens*), and 10 kg of Canada Wild-rye (*Elymus canadensis*).

4.0 Progressive and Final Rehabilitation

Figure 4 shows the various rehabilitation units included in the Rehabilitation Plan. The progressive rehabilitation of Phase 6 commenced in November 2020. Pit Rehabilitation Unit RSW2 and the southern portion of Unit RSW1 were created in 2021; this work included the creation of the side slopes, placement of habitat features including boulders, rock piles and woody debris (e.g., stumps root wads, logs, etc.), and seeding with a non-invasive seed mix.

Rehabilitation Units RSW3, RSW4 and RSM2 were created in 2022. Below water extraction was completed in late 2022 and the remainder of side slope Unit RSW1 was completed in early 2023, prior to tree-planting.

Wetland Units SW1, SW2 and SW3 were created in 2022. Units SW1 and SW2 have a surface water connection to the Phase 2/6 Lake. Unit SW3 is separated from the Phase 2/6 Lake by a low gravel bar. Habitat features such as gravel bars, boulders, rock piles and logs were placed around the small newly-created wetland features. On November 9, 2022, GEC and CRH staff sowed 2 kg of the Ontario Seed Company's *Valleyland Native Seed Mixture (Problem Solver) 8260* around/in the 3 wetland features. This seed mix includes the following species:

- Fowl Bluegrass (*Poa palustris*)
- Fowl Manna Grass (*Glyceria striata*)
- Fox Sedge (*Carex vulpinoidea*)
- Path Rush (*Juncus tenuis*)
- Virginia Wild Rye (*Elymus virginicus*)

Late in 2022, Dufferin removed the silt/exclusion fencing surrounding the naturalized berms and around Woodland Protection Zones 'A' and 'B'. These fences no longer serve a purpose because the berms are now naturalized and there is low risk of erosion/sedimentation, and the adjacent rehabilitation Unit RSW2 and the south portion of Unit RSW1 have been created.

The pit rehabilitation side slopes were planted with native trees and shrubs by Tamarack Reforestation on April 25 to 27, 2023.

A total of 3814 native tree plugs were planted on the rehabilitation side slopes. The species and relative numbers are listed below:

- 50 Balsam Poplar (*Populus balsamifera*)
- 10 Bur Oak (*Quercus macrocarpa*)
- 325 Red Cedar (*Juniperus virginiana*)
- 150 Red Maple (*Acer rubrum*)
- 55 Red Oak (*Quercus rubra*)
- 120 Silver Maple (*Acer saccharinum*)
- 250 Trembling Aspen (*Populus tremuloides*)
- 550 White Birch (*Betula papyrifera*)
- 2004 White Cedar (*Thuja occidentalis*)
- 300 White Oak (*Quercus alba*)

- 3814 Total Trees

A total of 1121 native shrub plugs were planted on the rehabilitation side slopes. The species and relative numbers are listed below:

- 50 Alternate-leaved Dogwood (*Cornus alternifolia*)
- 75 American Hazel (*Corylus americana*)
- 78 Chokecherry (*Prunus virginiana*)
- 228 Fragrant Sumac (*Rhus aromatica*)
- 228 Gray Dogwood (*Cornus racemosa*)
- 78 Highbush Cranberry (*Viburnum trilobum*)
- 78 Nannyberry (*Viburnum lentago*)
- 228 Staghorn Sumac (*Rhus typhina*)
- 78 Wild Crab (*Malus coronaria*)

- 1121 Total Shrubs

An additional 30 trees and 100 shrubs were planted around the three Shoreline Wetlands (SW1, SW2 and SW3). The species and relative numbers are listed below:

- 30 Silver Maple (*Acer saccharinum*)
- 50 Sandbar Willow (*Salix interior* [*S. exigua*])
- 50 Meadow Willow (*Salix petiolaris*)

Overall, a total of 3844 trees and 1221 shrubs were planted in the rehabilitation areas of Phase 6 of the Mill Creek Pit. All of the plantings were installed with Cocodisc weed control mats. These mats reduce weedy competition and promote soil moisture retention.

On May 29, 2024, 10 kg of a Custom Tallgrass Prairie Seed Mix and 10 kg of Canada Wild-rye (*Elymus virginicus*) from the Ontario Seed Company were seeded along the more open lower slope and shoreline in Units RSW1 and RSW2. The Custom Tallgrass Prairie Seed Mix contained the following species and proportions:

25% Big Bluestem (*Andropogon gerardii*)
25% Little Bluestem (*Schizachyrium scoparium*)
25% Indian Grass (*Sorghastrum nutans*)
25% Switch Grass (*Panicum virgatum*)

On October 31, 2024, 3 kg of a Custom Wildflower Seed Mix from the Ontario Seed Company were seeded in more open patches within Units RSW2 and RSW3. The Custom Wildflower Seed Mix included the following species:

Arrow-leaved Aster (*Symphyotrichum urophyllum* [*Aster urophyllus*])
Black-eyed Susan (*Rudbeckia hirta*)
Butterfly-weed (*Ascelpias tuberosa*)
Common Milkweed (*Asclepias syriaca*)
Digital Beardtongue (*Penstemon digitalis*)
Early Goldenrod (*Solidago juncea*)
Frost Aster (*Symphyotrichum pilosum* [*Aster pilosus*])
Gray Goldenrod (*Solidago nemoralis*)
Hairy Beardtongue (*Penstemon hirsutus*)
Round-headed Bush-clover (*Lespedeza capitata*)

Smooth Aster (*Symphyotrichum laeve* [*Aster laevis])*
Showy Tick-trefoil (*Desmodium canadense*)
Wild Bergamot (*Monarda fistulosa*)
Woodland Sunflower (*Helianthus divaricatus*)

5.0 2024 Monitoring Summary

Photographs are provided in **Attachment B**. The locations of the photo stations are shown on **Figure 3**.

Survivorship of woody plantings on the berms was generally good in 2024. Some deciduous plantings had previously been affected by the local Ldd Moth infestation; White Birch and Red Oak were most affected. Deer browsing also mainly affected White Birch and Red Oak. Survivorship continued to be best for Black Cherry (*Prunus serotina*), Chokecherry (*Prunus virginiana*), White Cedar (*Thuja occidentalis*), White Pine (*Pinus strobus*) and Red Cedar (*Juniperus virginiana*).

The groundcover seed mix was initially applied to the naturalized berms late in 2019, so cover was patchy in the spring due to relatively dry conditions and the resultant slow establishment of the groundcovers. Through the 2020 season annual weeds such as Common Ragweed (*Ambrosia artemisiifolia*), Red-root Amaranth (*Amaranthus retroflexus*), White Goosefoot (*Chenopodium album*), White Amaranth (*Amaranthus albus*), Common Groundsel (*Senecio vulgaris*), Canada Thistle (*Cirsium arvense*), etc., became established. This trend continued in 2021 to 2024, but some of the species included in the 2019 seed mix were more prevalent, especially Canada Wild-rye (*Elymus canadensis*).

The groundcovers in Rehabilitation Unit RSW2 and the southern portion of Unit RSW1 continued to develop in 2024. Groundcovers are a mix of cool season grasses (mostly *Festuca rubra, Lolium perenne* and *Poa pratensis*), White Clover (*Trifolium repens*) and Red Clover (*Trifolium pratense*), as well as many of the annual weeds listed in the preceding paragraph. Similar groundcovers were developing on Rehabilitation Units RSW3, RSW4 and RSM2 as the 2024 season progressed.

The tree and shrub plugs planted in 2023 on the rehabilitation side slopes showed fair survivorship.

Around the newly created small wetland units (SW1, SW2 and SW3), the Silver Maple, Sandbar Willow and Meadow Willow plantings showed good survivorship in 2024 and a number of volunteer shrub willows continued to be observed, including Sandbar Willow, Meadow Willow and Heart-leaved Willow (*Salix eriocephala*). Emergent wetland plants are gradually becoming established, including Fowl Bluegrass (*Poa palustris*), Fowl Manna Grass (*Glyceria striata*), Fox Sedge (*Carex vulpinoidea*) and Virginia Wild Rye (*Elymus virginicus*).

Baitfish, adult Northern Leopard Frogs and tadpoles were observed in Wetland SW2 on May 29, 2024. Six (6) Eastern Gartersnakes were observed basking at the west end of Unit SB1 and the adjacent upper slope of Unit RSW3.

6.0 Summary and Recommendations

In 2024 Goodban Ecological Consulting Inc. (GEC) observed that the naturalized berms surrounding Phase 6 were generally in good condition and survivorship of planted trees and shrubs was generally good. A large-scale tree and shrub planting project was completed in late April, 2023, that involved planting a total of 3844 trees and 1221 shrubs in the rehabilitation areas of Phase 6 of the Mill Creek Pit. Survivorship of trees and shrubs planted on the side slopes was fair.

The following are recommendations for 2025:

- The ecological consultant should take fixed-point photographs during the 2025 field season.

- The ecological consultant should continue to monitor the naturalized berms, side slopes and wetland features. The ecological consultant should recommend remedial actions to Dufferin as necessary.

- Descriptions of any Ecological Management Plan (EMP) and Rehabilitation Plan (RP) activities completed in 2025, including photos, mapping and monitoring observations, should be provided in the 2025 Ecological Monitoring Report, to demonstrate the implementation of the Ecological Management Plan and Rehabilitation Plan within Phase 6 of the Mill Creek Pit.

- The 2025 report should be submitted to the Ministry of Natural Resources and Forestry (MNRF), County of Wellington, Township of Puslinch and the Grand River Conservation Authority (GRCA) by June 30, 2026, or prior to the surrender of the licence covering Phases 2 and 6, whichever comes first.

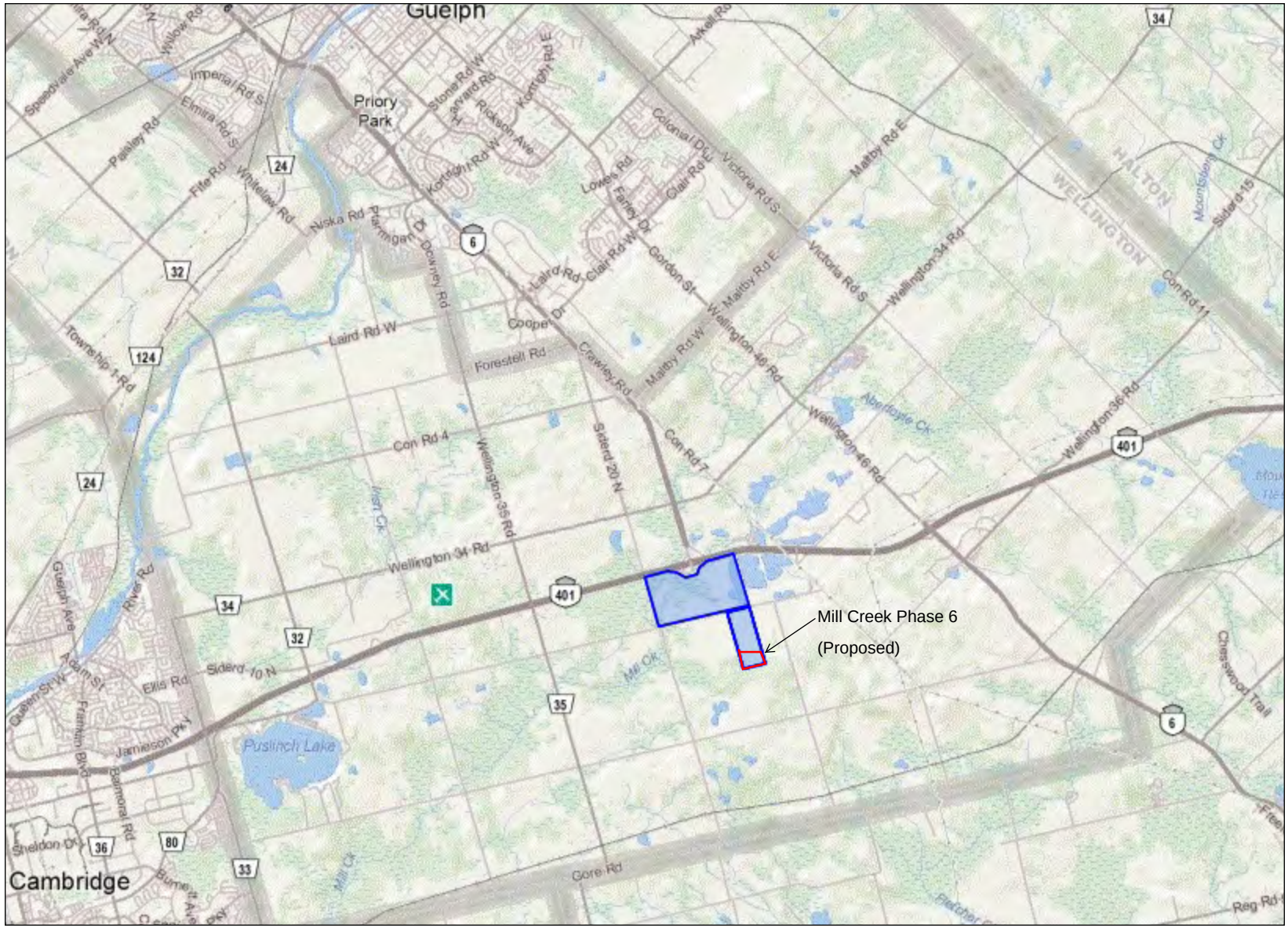
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MINISTRY OF NATURAL RESOURCES AND FORESTRY

Make a Topographic Map

Figure 1: Site Location, Dufferin Aggregates Mill Creek Pit

The property boundary for the Dufferin Aggregates Mill Creek Pit is outlined in blue



Legend

- Building as Symbol
- Building to Scale
- Airport
- Heliport \ Hospital Heliport
- Seaplane Base
- Ferry Route
- Trail Head \ Trail
- Railway \ Train Station
- Railway with Bridge
- Railway with Tunnel
- Road (Major ➞ Minor)
- Winter Road
- Road with Bridge
- Road with Tunnel
- Primary, Kings or 400 Series Highway
- Secondary Highway
- Tertiary Highway
- District, County, Regional or Municipal Road
- Toll Highway
- One Way Road
- Road with Permanent Blocked Passage
- Road with Address Ranges
- Hydro Line, Communication Line or Unknown Transmission Line
- Natural Gas Pipeline, Water Pipeline or Unknown Pipeline
- Spot Height
- Index Contour
- Contour
- Wooded Area
- Wetland
- Waterbody
- Waterbody Elevation
- Watercourse
- Falls
- Rapids
- Rapids \ Falls
- Rapids
- Rocks
- Lock Gate
- Dam \ Hydro Wall
- Dam \ Hydro Wall
- Provincial \ State Boundary
- International Boundary
- Upper Tier \ District Municipal Boundary
- Lower Tier \ Single Tier Municipal Boundary
- Lot Line
- Indian Reserve
- Provincial Park
- National Park
- Conservation Reserve
- Military Lands

0 5.3 km

Projection: Web Mercator

N



The Ontario Ministry of Natural Resources and Forestry shall not be liable in any way for the use of, or reliance upon, this map or any information on this map. This map should not be used for: navigation, a plan of survey, routes, nor locations.

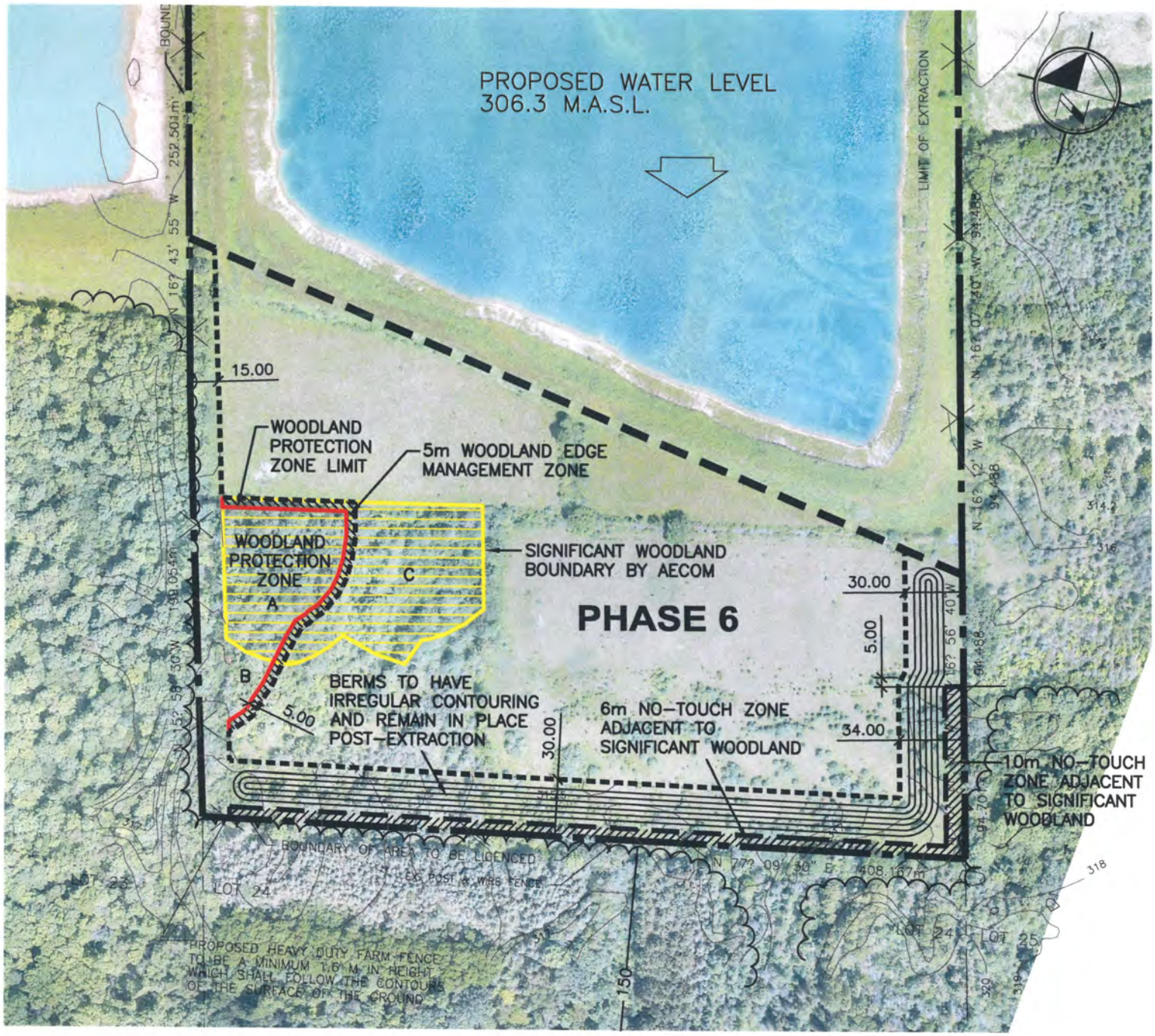
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Note: This figure is an excerpt from the Ecological Management Plan & Rehabilitation Plan (GEC, April, 2017).

Note: This figure is an excerpt from the Ecological Management Plan & Rehabilitation Plan (GEC, April 2017)



LEGEND

- LICENSED BOUNDARY
- LIMIT OF EXTRACTION
- WOODLAND PROTECTION ZONE LIMIT
- WOODLAND PROTECTION ZONE
- PROPOSED BERM
- WOODLAND EDGE MANAGEMENT ZONE
- NO-TOUCH ZONE
- SIGNIFICANT WOODLAND

A - WOODLAND TO BE RETAINED
B - WOODLAND TO BE RETAINED
C - WOODLAND TO BE REMOVED

Goodban Ecological Consulting Inc.

FIGURE 2

REVISED EXTRACTION FOOTPRINT
MILL CREEK PIT

PART OF LOTS 21, 22, 23 AND 24, CONCESSION II
PART OF LOT 24, CONCESSION I
TOWNSHIP OF PUSLINCH, COUNTY OF WELLINGTON

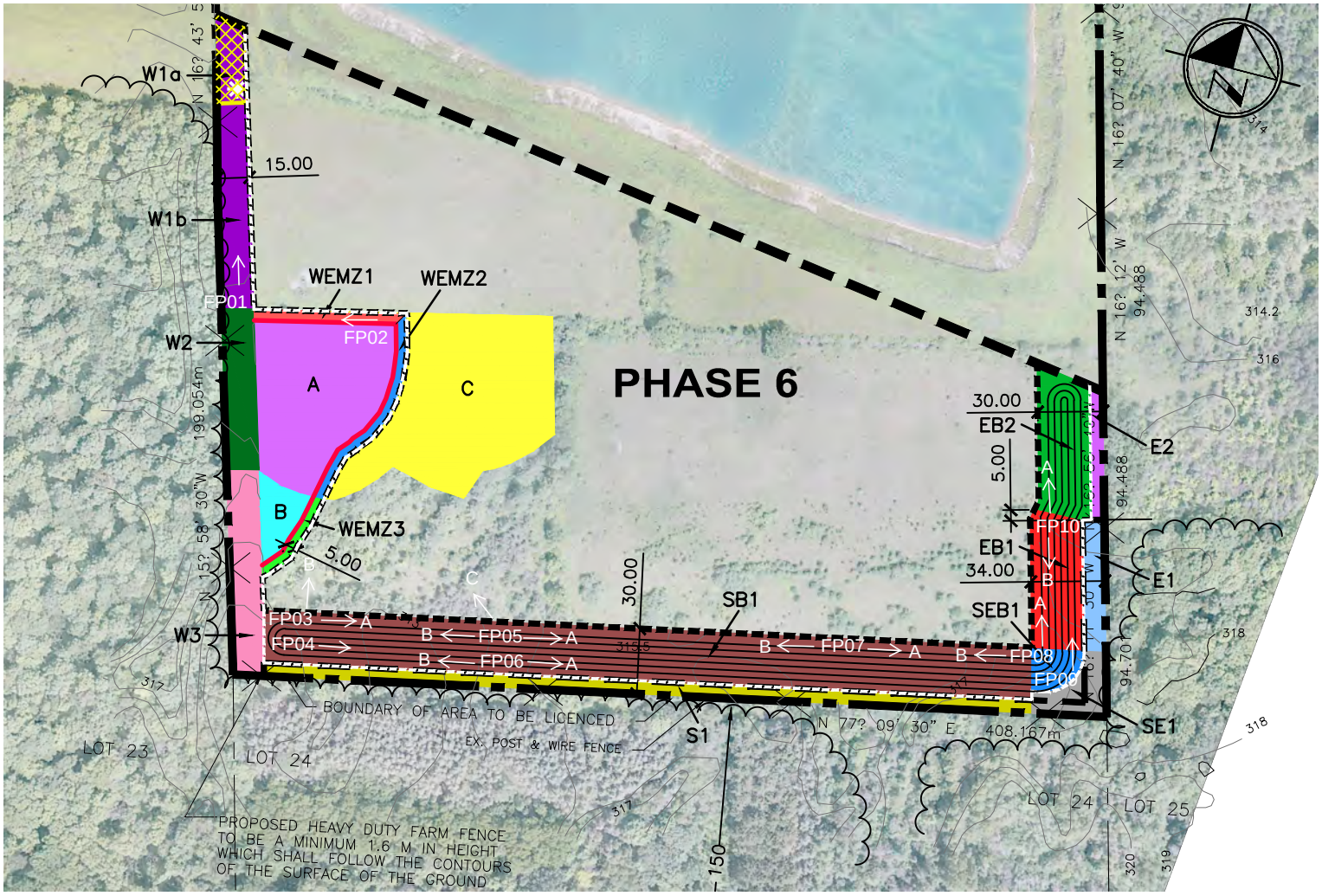
J.H. COHOON ENGINEERING LIMITED
CONSULTING ENGINEERS
BRANTFORD

SCALE: 1:3000 DATE: MAR. 15/17

0m 50m 100m 150m 200m

Dufferin Aggregates
a division of CRH Canada Group Inc.
2300 Steeles Ave. W., Suite 400, Concord, Ontario, L4K 5X6

Note: This figure is an excerpt from the Ecological Management Plan & Rehabilitation Plan (GEC, April 2017).



LEGEND

- A - WOODLAND PROTECTION ZONE A
- B - WOODLAND PROTECTION ZONE B
- C - WOODLAND TO BE REMOVED
- WEMZ1 - WOODLAND EDGE MANAGEMENT ZONE 1
- WEMZ2 - WOODLAND EDGE MANAGEMENT ZONE 2
- WEMZ3 - WOODLAND EDGE MANAGEMENT ZONE 3
- W1a - 15m SETBACK
- W1b - 15m SETBACK
- W2 - 15m SETBACK
- W3 - 15m SETBACK
- S1 - 6m NO TOUCH ZONE
- SB1 - SOUTH BERM AREA
- SEB1 - SOUTHEAST BERM
- SE1 - NO TOUCH ZONE
- E1 - 10m NO TOUCH ZONE
- EB1 - PORTION OF EAST BERM
- E2 - 6m NO TOUCH ZONE
- EB2 - PORTION OF EAST BERM

Goodban Ecological Consulting Inc.

← # Fixed-point Photo Stations (2020)

- LICENSED BOUNDARY
- LIMIT OF EXTRACTION
- WOODLAND PROTECTION ZONE LIMIT
- WOODLAND PROTECTION ZONE
- SILT FENCE LOCATION
- PROPOSED BERM (WITH IRREGULAR CONTOURING)
- SNAKE HIBERNACULUM LOCATION

FIGURE 3

ECOLOGICAL MANAGEMENT PLAN
MILL CREEK PIT

PART OF LOTS 21, 22, 23 AND 24, CONCESSION II
PART OF LOT 24, CONCESSION I
TOWNSHIP OF PUSLINCH, COUNTY OF WELLINGTON

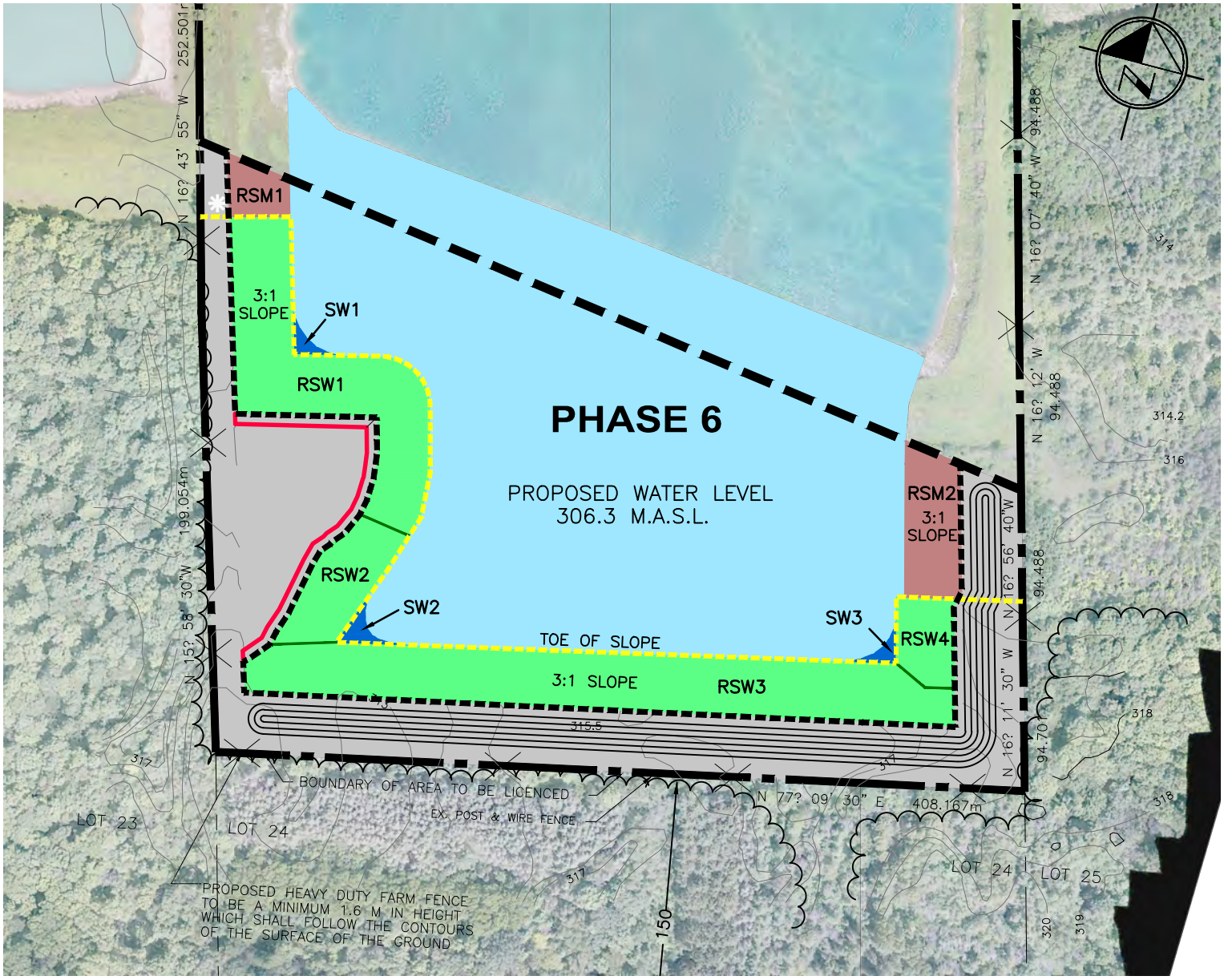
J.H. COHOON ENGINEERING LIMITED
CONSULTING ENGINEERS
BRANTFORD

SCALE: 1:3000 DATE: MAR. 15/17

0m 50m 100m 150m 200m

Dufferin Aggregates
a division of CRH Canada Group Inc.
2300 Steeles Ave. W., Suite 400, Concord Ontario, L4K 5X6

Note: This figure is an excerpt from the Ecological Management Plan & Rehabilitation Plan (GEC, April 2017).



LEGEND

- LICENSED BOUNDARY
- LIMIT OF EXTRACTION
- WOODLAND PROTECTION ZONE LIMIT
- FUTURE SIGNIFICANT WOODLAND BOUNDARY
- PROPOSED BERM (WITH IRREGULAR CONTOURING)
- REFER TO FIGURE 3 FOR DETAILS
- RSW - REHAB SIDE SLOPE WOODLAND
- RSM - REHAB SIDE SLOPE MEADOW
- SW - SHORELINE WETLAND
- SNAKE HIBERNACULUM LOCATION

Goodban Ecological Consulting Inc.

FIGURE 4

REHABILITATION PLAN
MILL CREEK PIT

PART OF LOTS 21, 22, 23 AND 24, CONCESSION II
PART OF LOT 24, CONCESSION I
TOWNSHIP OF PUSLINCH, COUNTY OF WELLINGTON

J.H. COHOON ENGINEERING LIMITED
CONSULTING ENGINEERS
BRANTFORD

SCALE: 1:3000 DATE: MAR. 15/17

0m 50m 100m 150m 200m

Dufferin Aggregates
a division of CRH Canada Group Inc.
2300 Steeles Ave. W., Suite 400, Concord Ontario, L4K 5X6

TABLE 1: MILL CREEK PHASE 6 ECOLOGICAL MANAGEMENT PLAN AND REHABILITATION PLAN UNIT SUMMARY					
UNIT	**FEATURE**	**AREA (ha)**	**EXISTING OR FUTURE SIGNIFICANT WOODLAND?**	**MAIN SPECIES SELECTIONS**	**NOTES**
Ecological Management Plan (for land that will not be extracted)					
W1a	15 m "No Touch" Setback - Meadow - Natural Regeneration Area	0.051	n/a	n/a	This area contains a few trees and existing old field meadow vegetation. No additional planting is proposed. A snake hibernaculum will be constructed in this area. Spoil from the hibernaculum excavation will be used to raise the elevation of the entrances, so that they are south-facing. Habitat features such as root wads, logs and rock piles will be added to this general area, especially in association with the snake hibernaculum entrances.
W1b	15 m "No Touch" Setback - Tree-planting Area	0.139	Future Significant Woodland	Eastern White Cedar (50%) - Eastern Red Cedar (20%) - White Birch (10%) - Trembling Aspen (10%) - Bigtooth Aspen (10%)	This unit is a 15 m strip just beyond the east limit of the Significant Woodland that extends offsite to the west. This area is presently an open old field meadow. This strip will be planted with tree seedlings on 2.0 m x 2.0 m spacing (2,500 seedlings/ha).
W2	15 m "No Touch" Setback	0.111	Existing Significant Woodland	n/a	This unit is a section of 15 m setback just beyond the east limit of the Significant Woodland that extends offsite to the west. This area is presently wooded and it is contiguous with the White Pine stand to the east. Saplings with ice storm damage will be flush cut close to the ground to promote regrowth.

TABLE 1: MILL CREEK PHASE 6 ECOLOGICAL MANAGEMENT PLAN AND REHABILITATION PLAN UNIT SUMMARY					
UNIT	**FEATURE**	**AREA (ha)**	**EXISTING OR FUTURE SIGNIFICANT WOODLAND?**	**MAIN SPECIES SELECTIONS**	**NOTES**
W3	15 m "No Touch" Setback	0.140	Existing Significant Woodland	Eastern White Cedar (70%) - Eastern Red Cedar (15%) - White Birch (15%)	This unit is a section of 15 m setback that supports deciduous regeneration. Saplings with ice storm damage will be flush cut close to the ground to promote regrowth. Invasive woody species will be cut and stumps treated with herbicide. Any gaps along the 15 m limit will be planted with Eastern White Cedar, Eastern Red Cedar and White Birch (2.0 m x 2.0 m spacing).
A	Significant Woodland	0.392	Existing Significant Woodland (FOC1-2)	n/a	The west portion of the Significant Woodland in Phase 6 is no longer proposed for extraction. This area will be protected. Some of the non-merchantable timber from elsewhere on site will be cut into at least 50 3' to 4' lengths and scattered on the forest floor.
B	Cultural Woodland (CUW1)	0.058	Future Significant Woodland	n/a	This small area contains good Sugar Maple and White Pine regeneration and it will be protected. Saplings with ice storm damage will be flush cut close to the ground to promote regrowth.
WEMZ1 (W2a)	5 m Woodland Buffer	0.034	Future Significant Woodland	Eastern White Cedar (50%) - Eastern Red Cedar (20%) - White Birch (10%) - Trembling Aspen (10%) - Bigtooth Aspen (10%)	This unit is a 5 m strip of old field meadow just beyond the north limit of the Significant Woodland to be retained. The woodland edge is scrubby, being dominated by Common Buckthorn. This unit will be planted with tree seedlings on 2.0 m x 2.0 m spacing (2,500 seedlings/ha). Invasive woody species growing along the north edge of the Significant Woodland will be cut and stumps treated with herbicide.

TABLE 1: MILL CREEK PHASE 6 ECOLOGICAL MANAGEMENT PLAN AND REHABILITATION PLAN UNIT SUMMARY					
UNIT	**FEATURE**	**AREA (ha)**	**EXISTING OR FUTURE SIGNIFICANT WOODLAND?**	**MAIN SPECIES SELECTIONS**	**NOTES**
WEMZ2 (W2b)	5 m Woodland Management Zone	0.047	Existing Significant Woodland	Eastern White Cedar (70%) - Eastern Red Cedar (15%) - White Birch (15%)	This unit is a 5 m strip just within the new woodland edge that will be created. Larger trees close to the new woodland edge will be felled. Non-merchantable timber will be cut into 3' to 4' lengths and spread on forest floor. Gaps along the new edge will be planted with Eastern White Cedar, Eastern Red Cedar and White Birch (2.0 m x 2.0 m spacing). Invasive woody species will be cut and stumps treated with herbicide.
WEMZ3	5 m Woodland Management Zone	0.022	Future Significant Woodland	Eastern White Cedar (70%) - Eastern Red Cedar (15%) - White Birch (15%)	This unit is a 5 m strip just within the new woodland edge that will be created. This area contains Sugar Maple regeneration. Saplings with ice storm damage will be flush cut close to the ground to promote regrowth.
S1	6 m "No Touch" Setback	0.212	Future Significant Woodland	Eastern White Cedar (70%), Eastern Red Cedar (15%) and White Birch (15%)	This unit is a 6 m "No Touch" strip along the southern property boundary. Desirable woody species will be retained. Invasive woody species will be cut and stumps treated with herbicide. Gaps will be planted with Eastern White Cedar, Eastern Red Cedar and White Birch (2.0 m x 2.0 m spacing).
SB1	South Berm	0.846	Future Significant Woodland	Pit side of berm: Eastern White Cedar (50%) - Eastern Red Cedar (10%) - Pin Cherry (10%) - White Birch (10%) - Trembling Aspen (10%) - Bigtooth Aspen (10%) Non-pit side and crest of berm: Basswood (20%) - Black Cherry (20%) - Red Oak (40%) - White Pine (20%)	The pit side of berm SB1 is north-facing and will be integrated with the adjacent future rehab slope (RSW3). The non-pit side of the berm is south-facing. Tree planting will be at 2.0 m x 2.0 m spacing. Habitat features such as root wads, logs and rock piles will be added to this berm. Five (5) 10 m x 10 m shrub patches will be established within this unit. Ten (10) 3 m x 10 m pollinator strips will be planted.

TABLE 1: MILL CREEK PHASE 6 ECOLOGICAL MANAGEMENT PLAN AND REHABILITATION PLAN UNIT SUMMARY					
UNIT	**FEATURE**	**AREA (ha)**	**EXISTING OR FUTURE SIGNIFICANT WOODLAND?**	**MAIN SPECIES SELECTIONS**	**NOTES**
SEB1	Southeast Corner Berm	0.040	Future Significant Woodland	Pit side of berm: Eastern White Cedar (50%) - Eastern Red Cedar (10%) - Pin Cherry (10%) - White Birch (10%) - Trembling Aspen (10%) - Bigtooth Aspen (10%) Crest of berm: Basswood (20%) - Black Cherry (20%) - Red Oak (40%) - White Pine (20%)	This unit is the southeast corner of the berm that will be constructed around the south and east edges of the Phase 6 extraction area. Tree planting will be at 2.0 m x 2.0 m spacing.
SE1	Southeast Corner "No Touch" Setback	0.062	Future Significant Woodland	Basswood (20%) - Black Cherry (20%) - Red Oak (40%) - White Pine (20%)	This is a small unit in the southeast corner of Phase 6. It will become a sheltered location between the berm (corner of SB1 and EB1) and the adjacent Significant Woodland. Desirable woody species will be retained. Invasive woody species will be cut and stumps treated with herbicide. Gaps will be planted with Basswood, Black Cherry, Red Oak and White Pine (2.0 x 2.0 m spacing).
E1	10 m "No Touch" Setback	0.060	Future Significant Woodland	Eastern White Cedar (70%), Eastern Red Cedar (15%) and White Birch (15%)	This unit is a 10 m "No Touch" strip along the eastern property boundary. Desirable woody species will be retained, including an existing double-row of White Spruce previously planted by Dufferin. Invasive woody species will be cut and stumps treated with herbicide. Gaps will be planted with Eastern White Cedar, Eastern Red Cedar and White Birch (2.0 m x 2.0 m spacing).

TABLE 1: MILL CREEK PHASE 6 ECOLOGICAL MANAGEMENT PLAN AND REHABILITATION PLAN UNIT SUMMARY					
UNIT	**FEATURE**	**AREA (ha)**	**EXISTING OR FUTURE SIGNIFICANT WOODLAND?**	**MAIN SPECIES SELECTIONS**	**NOTES**
EB1	East Berm	0.148	Future Significant Woodland	East side of berm: Basswood (20%) - Black Cherry (20%) - Red Oak (40%) - White Pine (20%) West side and crest of berm: Eastern White Cedar (50%) - Eastern Red Cedar (10%) - Pin Cherry (10%) - White Birch (10%) - Trembling Aspen (10%) - Bigtooth Aspen (10%)	The west side of berm EB1 is west-facing and will be integrated with the adjacent future rehab slope (RSW3 and RSW4). The south side of the berm is south-facing. Tree planting will be at 2.0 m x 2.0 m spacing. Habitat features such as root wads, logs and rock piles will be added to this berm. Two (2) 10 m x 10 m shrub patches will be established within this unit. Five (5) 3 m x 10 m pollinator strips will be planted.
E2	6 m "No Touch" Setback - Meadow Section	0.036	n/a	n/a	This unit is a 6 m "No Touch" strip along the eastern property boundary. Desirable woody species will be retained, including an existing double-row of White Spruce previously planted by Dufferin. Invasive woody species will be cut and stumps treated with herbicide.
EB2	East Berm - Meadow Section	0.156	n/a	Seed with non-invasive grass/legume mixture, using native species to the extent feasible	This section of the berm will be planted with a non-invasive grass/legume mixture, using native species to the extent feasible, for the purposes of slope stabilization. Other suitable native plant species may also be seeded or planted as appropriate. In particular, clusters of Common Milkweed (*Asclepias syriaca*) will be established. Habitat features such as root wads, logs and rock piles will be added to this berm. Two (2) 10 m x 10 m shrub patches will be established within this unit. Five (5) 3 m x 10 m pollinator strips will be planted.

TABLE 1: MILL CREEK PHASE 6 ECOLOGICAL MANAGEMENT PLAN AND REHABILITATION PLAN UNIT SUMMARY					
UNIT	**FEATURE**	**AREA (ha)**	**EXISTING OR FUTURE SIGNIFICANT WOODLAND?**	**MAIN SPECIES SELECTIONS**	**NOTES**
Progressive and Final Rehabilitation Plan (for land that will be extracted)					
RSM1	Rehab Side Slope - Meadow Section	0.078	n/a	Seed with non-invasive grass/legume mixture, using native species to the extent feasible	This rehab slope will be planted with a non-invasive grass/legume mixture, using native species to the extent feasible, for the purposes of slope stabilization. Other suitable native plant species may also be seeded or planted as appropriate. In particular, clusters of Common Milkweed (*Asclepias syriaca*) will be established. Habitat features such as root wads, logs and rock piles will be added to this berm. One (1) 10 m x 10 m shrub patches will be established within this unit. Three (3) 3 m x 10 m pollinator strips will be planted.
RSW1	Rehab Side Slope - Woodland Section	0.636	Future Significant Woodland	Eastern White Cedar (50%) - Eastern Red Cedar (10%) - Pin Cherry (10%) - White Birch (10%) - Trembling Aspen (10%) - Bigtooth Aspen (10%)	(2.0 m x 2.0 m spacing, 2,500 seedlings/ha) Habitat features such as root wads, logs and rock piles will be added to this rehab side slope. Five (5) 10 m x 10 m shrub patches will be established within this unit. Ten (10) 3 m x 10 m pollinator strips will be planted.
RSW2	Rehab Side Slope - Woodland Section	0.209	Future Significant Woodland	Black Oak (40%) - Chinquapin Oak (20%) - Red Oak (20%) - White Oak (20%)	(3.0 m x 3.0 m spacing, 1,111 seedlings/ha) Habitat features such as root wads, logs and rock piles will be added to this rehab side slope. Suitable tallgrass prairie plant species will be established (refer to Section 4.3 - Seed Mix Details).
RSW3	Rehab Side Slope - Woodland Section	0.967	Future Significant Woodland	Eastern White Cedar (50%) - Eastern Red Cedar (10%) - Pin Cherry (10%) - White Birch (10%) - Trembling Aspen (10%) - Bigtooth Aspen (10%)	(2.0 m x 2.0 m spacing, 2,500 seedlings/ha) Habitat features such as root wads, logs and rock piles will be added to this rehab side slope. Seven (7) 10 m x 10 m shrub patches will be established within this unit. Fifteen (15) 3 m x 10 m pollinator strips will be planted.

TABLE 1: MILL CREEK PHASE 6 ECOLOGICAL MANAGEMENT PLAN AND REHABILITATION PLAN UNIT SUMMARY					
UNIT	**FEATURE**	**AREA (ha)**	**EXISTING OR FUTURE SIGNIFICANT WOODLAND?**	**MAIN SPECIES SELECTIONS**	**NOTES**
RSW4	Rehab Side Slope - Woodland Section	0.120	Future Significant Woodland	Black Oak (40%) - Chinquapin Oak (20%) - Red Oak (20%) - White Oak (20%)	(3.0 m x 3.0 m spacing, 1,111 seedlings/ha) Habitat features such as root wads, logs and rock piles will be added to this rehab side slope. Suitable tallgrass prairie plant species will be established (refer to Section 4.3 - Seed Mix Details).
RSM2	Rehab Side Slope - Meadow Section	0.200	n/a	Seed with non-invasive grass/legume mixture, using native species to the extent feasible	This rehab slope will be planted with a non-invasive grass/legume mixture, using native species to the extent feasible, for the purposes of slope stabilization. Other suitable native plant species may also be seeded or planted as appropriate. In particular, clusters of Common Milkweed (*Asclepias syriaca*) will be established. Habitat features such as root wads, logs and rock piles will be added to this berm. Three (3) 10 m x 10 m shrub patches will be established within this unit. Five (5) 3 m x 10 m pollinator strips will be planted.
SW1	Shoreline Wetland	0.015	n/a	Sandbar Willow (*Salix exigua*) Common Cattail (*Typha latifolia*) Sedges (*Carex* spp. and *Scirpus* spp.) OSC Mix 8180 or equivalent	Unit SW1 is a small patch of shallow wetland that will be created along the lake shoreline. Logs, root wads, rock piles and gravel bars will be installed just above and below the water line. Small clusters of Sandbar Willow and other wetland shrubs will be planted along the shoreline. One (1) 8-10 m x 4-5 m gravel bar will be established above the high water line.

TABLE 1: MILL CREEK PHASE 6 ECOLOGICAL MANAGEMENT PLAN AND REHABILITATION PLAN
UNIT SUMMARY

UNIT	FEATURE	AREA (ha)	EXISTING OR FUTURE SIGNIFICANT WOODLAND?	MAIN SPECIES SELECTIONS	NOTES
SW2	Shoreline Wetland	0.021	n/a	Sandbar Willow (*Salix exigua*) Common Cattail (*Typha latifolia*) Sedges (*Carex* spp. and *Scirpus* spp.) OSC Mix 8180 or equivalent	Unit SW2 is a small patch of shallow wetland that will be created along the lake shoreline. Logs, root wads, rock piles and gravel bars will be installed just above and below the water line. Small clusters of Sandbar Willow and other wetland shrubs will be planted along the shoreline. One (1) 8-10 m x 4-5 m gravel bar will be established above the high water line.
SW3	Shoreline Wetland	0.015	n/a	Sandbar Willow (*Salix exigua*) Common Cattail (*Typha latifolia*) Sedges (*Carex* spp. and *Scirpus* spp.) OSC Mix 8180 or equivalent	Unit SW3 is a small patch of shallow wetland that will be created along the lake shoreline. Logs, root wads, rock piles and gravel bars will be installed just above and below the water line. Small clusters of Sandbar Willow and other wetland shrubs will be planted along the shoreline. One (1) 8-10 m x 4-5 m gravel bar will be established above the high water line.
	Phase 6 Lake	4.271	n/a	n/a	The Phase 6 pit lake will be an extension of the existing Phase 2 pit lake.

Attachment A:

Ecological Management Plan & Rehabilitation Plan

Dufferin Aggregates Mill Creek Pit - Proposed Phase 6

April 2017

Submitted to:

Dufferin Aggregates
A Division of CRH Canada Group Inc.
2300 Steeles Avenue West, 4th Floor
Concord Ontario L4K 5X6

Prepared by:

Goodban Ecological Consulting Inc.
879 Cabot Trail
Milton, Ontario L9T 3W4

habitat structures. The various management zones and rehabilitation areas are shown on **Figures 3** and **4**, summarized below and described in **Table 1**.

3.0 General Management and Rehabilitation Activities and Timelines

Following approval of the Major Site Plan Amendment required to allow for the extraction of Phase 6, it is anticipated that Ecological Management Plan activities will be completed within 3 of approval. Rehabilitation Plan activities will be completed progressively as extraction is finished in an area. Phase 6 will represent one of the final phases of extraction for the Mill Creek Pit.

It is intended that the components of the Ecological Management Plan and Rehabilitation Plan described herein shall be referenced on the updated Site Plans for Phase 6.

3.1 Pre-Extraction and Site Preparation - Ecological Management Activities

Activities relating to the Ecological Management Plan will primarily occur as part of or at the same time as the initial pre-extraction site preparation stage which will start as soon as possible after the Major Site Amendment is approved and will be completed within 3 years of approval. Some Ecological Management Plan activities may take place progressively, as Phase 6 is developed for aggregate extraction.

The following Ecological Management Activities will be completed for lands that will not be extracted (refer also to **Figure 3** and **Table 1**):

- Stake the extraction limit along west side of Phase 6. Stake 6 m limit from property line along the south side and 10m and 6 m along the east side of Phase 6. Refer to **Figure 3** for locations of the various management areas.

- Mark trees for removal along the extraction limit and within management areas. Orange/yellow marking paint will be used to identify trees for removal. Blue marking paint will be used to mark blue dots on trees to be retained in proximity to extraction limits and berm footprint.

- Cut any trees and shrubs marked for removal along the extraction limit and within the management areas. Tree cutting should occur outside of the breeding bird season and bat activity period, i.e. cutting should take place between November 1 and April 1. Clearing of the balance of the Phase 6 extraction area should also occur outside of the breeding bird season and bat activity period.

- Install any habitat features (e.g. rock piles, brush piles) in areas to be retained along the west side of the property.

- Plant trees and shrubs within management areas during spring and/or fall planting periods. Spacing/density will be 2.0 m x 2.0 m (2,500 seedlings per hectare). Note that some tree-planting activities may extend into extraction stage of the operation.

- Prior to site stripping and berm construction, install light duty silt fence along the west limit of extraction. Along the south property limit, install light duty silt fence 6 m from property line. Along the east property limit, install light duty silt fence 10 m from property line adjacent to the Significant Woodland and 6 m from the property line for the remainder of the east limit. Refer to **Figure 3** for silt fence location.

- Strip and salvage topsoil from the south and east setbacks, between the silt fence and extraction limit.

- During stripping operations, salvage and stockpile field stones for use in management areas and on future rehabilitation slopes.

- Construct south and east berms with irregular, naturalistic contouring. Top dress berms with a minimum of 30 cm of topsoil. Install habitat features (e.g. rock piles, brush piles, root wads, logs, etc). The south and east berm footprint covers approximately 1.2 ha. As a general guideline at least 12 rock piles should be installed, with a 2 m x 2 m footprint and a minimum height of 1 m, if feasible. As a general guideline, at least 24 root wads and/or large logs should be installed, if feasible. Seed berms with suitable species mix, using native species to the extent feasible.

- Install one (1) snake hibernaculum at the location shown on Figure 3.

- Plant trees and shrubs on south and east berms during spring and/or fall planting periods.

3.2 Progressive and Final Rehabilitation

As extraction proceeds in Phase 6, rehabilitation will occur progressively.

Progressive and final rehabilitation activities that will contribute to site restoration and better integration of the site with the surrounding Greenlands System include the following:

- Backfill side slopes to a minimum 3:1 slope. Grading will produce an irregular slope surface. The slopes will be top-dressed with a depth of topsoil similar to that which was removed from the field, if available. Habitat features such as root wads, logs and rock piles will be incorporated into the side slopes, to the extent feasible. The side slopes will cover approximately 2.24 ha. As a general guideline, at least 22 rock piles should be installed, with a 2 m x 2 m footprint and a minimum height of 1 m, if feasible. As a general guideline, at least 45 root wads and/or large logs should be installed, if feasible. Side slopes should be seeded with a suitable species mix, using native species to the extent feasible.

- Side slopes will be seeded with suitable species mixes, using native species to the extent feasible.

- Trees and shrubs will be planted on side slopes during the spring and/or fall planting periods as part of progressive and/or final rehabilitation. Spacing/density will be 2.0 m x 2.0 m (2,500 seedlings per hectare).

- Shoreline wetlands will be created by forming shallow water margins to the pit lake. Locations of shoreline wetlands are shown on **Figure 3**. Habitat features such as root wads, logs, rock piles and gravel bars will be installed as part of these shoreline wetlands.

- Remove silt fence once berms and rehab side slopes are vegetated and relatively stable.

4.0 Management and Rehabilitation Details

The various management and rehabilitation areas are shown on **Figures 3** and **4** and described in **Table 1**. Details for tree planting, shrub planting, seed mixes and habitat features are provided below.

4.1 Tree Planting Details

Tree planting will take place during suitable weather conditions in the spring (prior to May 16) and late fall (mid-October onwards) planting periods. Spring planting events are preferred. Tree planting will occur at a spacing/density of 2.0 m x 2.0 m (2,500 seedlings/ha) unless otherwise specified. Nursery stock will be plugs and/or container-grown stock. A tree seed collection program will be established to the extent feasible and this will involve collecting tree seeds from healthy specimens and providing the collected seed to local nurseries for propagation. Planting areas may need to be mown prior to planting if the herbaceous vegetation is thick and matted. Any mowing should ideally occur in the late fall during dry conditions.

The planting density (2,500 seedlings/ha) is high because, after planting, access to planting areas will be difficult for watering and maintenance of plantings. Therefore a relatively high level of mortality is anticipated. If survivorship to a free-to-grow condition is 40%, it will result in 1,000 trees/ha. This does not take into account natural regeneration which is likely to be considerable.

COCODISC weed control mats/disks and/or wood chip mulch will be installed to control herbaceous competition around planted seedlings and to improve moisture retention.

Site-specific species selections are provided in **Table 1**. A summary of the species groups for planting are provided below:

- Eastern White Cedar (70%) - Eastern Red Cedar (15%) - White Birch (15%)

- Eastern White Cedar (50%) - Eastern Red Cedar (20%) - White Birch (10%) - Trembling Aspen (10%) - Bigtooth Aspen (10%)

Attachment B:

Dufferin Aggregates – Mill Creek Pit – Phase 6

2024 Ecological Monitoring Photographs

Goodban Ecological Consulting Inc. (GEC)

June 2025



Photo 1: FP01a – View looking north across Unit W1b.
GEC 2024-05-29



Photo 2: FP01b – View looking east across Unit WEMZ1.
GEC 2024-05-29



Photo 3: FP02 – View looking west across Unit WEZM1.
GEC 2024-05-29



Photo 4: FP03a – View looking east along Unit SB1.
GEC 2024-05-29



Photo 5: FP04 – View looking east along Unit SB1.
GEC 2024-05-29



Photo 6: FP05a – View looking east along Unit SB1.
GEC 2024-05-29



Photo 7: FP05b – View looking west along Unit SB1.
GEC 2024-05-29



Photo 8: FP05c – View looking west northwest towards Woodland Protection Zone ‘B’ and Unit RSW2. GEC 2024-05-29 Panorama - Left



Photo 9: FP05c – View looking northwest towards Woodland Protection Zone ‘B’ and Units RSW1 and RSW2. GEC 2024-05-29 Panorama - Right



Photo 10: FP06a – View looking east along Unit SB1. GEC 2024-05-29



Photo 11: FP06b – View looking west along Unit SB1. GEC 2024-05-29



Photo 12: FP07a – View looking east along Unit SB1. GEC 2024-05-29



Photo 13: FP07b – View looking west along Unit SB1. GEC 2024-05-29



Photo 14: FP08b – View looking west along Unit SB1 and RSW3.
GEC 2024-05-29 Panorama - Left



Photo 15: FP08b – View looking northwest towards Unit RSW3.
GEC 2024-05-29 Panorama - Right



Photo 16: FP09 – View looking north along Unit EB1. GEC 2024-05-29



Photo 17: FP10a – View looking north along Unit EB1. GEC 2024-05-29



Photo 18: FP10b – View looking south along Unit EB1 and towards the east end of Unit SB1. GEC 2024-05-29



Photo 19: Wetland SW1 and Unit RSW1. GEC 2024-05-29



Photo 20: Wetland SW1 and Unit RSW1. Wetland SW1 is connected to the Pit Lake. GEC 2024-10-31



Photo 21: Wetland SW2. Unit RSW3 is to the right and Unit RSW4 is at the top. GEC 2024-05-29



Photo 22: Wetland SW2 is connected to the Pit Lake. Baitfish, Northern Leopard Frog and tadpoles were observed in this wetland. GEC 2024-05-29



Photo 23: Wetland SW2. GEC 2024-10-31



Photo 24: Wetland SW3. Unit RSW3 is in the foreground and Unit RSW4 is in the top of the frame. GEC 2024-05-29



Photo 25: Wetland SW3 is isolated from the Pit Lake, except under high water conditions. GEC 2024-05-29



Photo 26: White Oak (*Quercus alba*). The trees and shrubs planted in April 2023 were installed with Cocodisc mats that control weedy competition and help retain soil moisture. GEC 2024-05-29



Photo 27: Red Cedar (*Juniperus virginiana*).
GEC 2024-05-29



Photo 28: Fragrant Sumac (*Rhus aromatica*). GEC 2024-05-29



Photo 29: White Pine (*Pinus strobus*). This tree was planted in Unit WEMZ3 in 2020. GEC 2024-10-31



Photo 30: White Pine seedlings were planted in Unit WEMZ3 in 2020. GEC 2024-10-31



Photo 31: Volunteer White Pine seedlings in Unit WEMZ3. GEC 2024-10-31



Photo 32: The more open shoreline areas at the base of Units RSW1 and RSW2 were seeded with several tallgrass prairie and shoreline grass species in late May 2024. GEC 2024-05-29



Photo 33: The lower, more open portions of Units RSW1 and RSW2 were seeded with custom native seed mixes in 2024. GEC 2024-10-31



Photo 34: At least 6 Eastern Gartersnakes were observed basking at the west end of Unit SB1 (top of berm) and Unit RSW3 in late May 2024. GEC 2024-05-29

REPORT COR-2025-034

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, CAO

PRESENTED BY: Courtenay Hoytfox, CAO

MEETING DATE: August 27, 2025

SUBJECT: Shooting Range Complaint Resolution Protocol

RECOMMENDATION

That Report COR-2025-034 entitled Shooting Range Complaint Resolution Protocol (Protocol) be received; and

That Council endorse the Protocol as [amended/presented] with the third and final reading of the Shooting Range By-law at a future meeting.

Purpose

The purpose of this report is to present a proposed Shooting Range Complaint Resolution Protocol for Council's consideration and feedback, with the objectives of encouraging early and respectful resolution of disputes between residents and licensed Shooting Ranges, establishing a clear and practical complaint process that prioritizes informal resolution, and outlining the Township's enforcement approach within available resources.

Background

On May 1, 2024, a delegation of neighbours from the Galt Sportsman's Club appeared before Council to raise concerns. In response, on May 22, 2024, Council approved a workplan that included development of a Shooting Range By-law. As part of this process, a questionnaire was distributed to 87 properties in the vicinity of the Galt Sportsman's Club, including addresses in both Puslinch and North Dumfries. Council subsequently considered the First and Second Reading of the draft By-law on September 25, 2024, and May 26, 2025, respectively.

To support effective enforcement of the proposed By-law, staff recommend adoption of a Shooting Range Complaint Resolution Protocol as a Schedule to the By-law. The Protocol is intended to encourage early and informal resolution of disputes between the Shooting Range and adjacent neighbours, thereby reducing the need for direct Township enforcement. A draft Protocol is attached to this report as Schedule "A." Staff are seeking Council's input on the

draft, which will be incorporated into the final By-law for consideration at a future meeting. The Galt Sportsman's Club has reviewed the draft Protocol and their feedback has been incorporated.

Financial Implications

As previously reported and incorporated in the 2025 budget.

Applicable Legislation and Requirements

Municipal Act, 2001
Firearms Act, 1995

Engagement Opportunities

Community Questionnaire
Continued Engagement with Galt Sportsman's Club
Draft By-law included on Council Agendas (3 separate dates)

Attachments

Schedule "A" - Proposed Shooting Range Complaint Resolution Protocol

Respectfully submitted,

Courtenay Hoytfox
CAO

Schedule A
Shooting Range Complaint Resolution Protocol

---

1. Purpose

1.1 Encourage early, respectful resolution of disputes between neighbouring residents and licensed Shooting Ranges.

1.2 Provide a clear, fair and practical process for addressing complaints, prioritizing informal resolution where possible.

1.3 Outline the Township's approach to enforcement in accordance with available staff and resources.

2. Informal Complaint Resolution Process

2.1 Residents are required to first contact the Shooting Range directly via the dedicated Shooting Range complaint email with their concerns. The Shooting Range is required to maintain a public email contact to receive complaints. Complaints must include the following information:

2.1.1 Date, time, and details of the concern and any observations; and

2.1.2 Complainant name, address, and best contact information.

2.2 The Shooting Range is required to respond within 1 (one) business day with an explanation, remedy, or commitment to investigate.

2.3 The follow-up from the commitment to investigate is required to occur within 5 (five) business days detailing the outcome and any remedies. This information is required to be sent directly to the complainant.

2.4 Should the concerns persist, the complainant is required to follow-up in writing to the Shooting Range and copy the Township By-law email, summarizing:

2.4.1 All previous communication regarding the concern;

2.4.2 The unresolved concerns;

2.4.3 Any supporting information if available.

2.5 The Shooting Range is required to respond in writing within 5 (five) business days and copy the Township By-law email. The response shall summarize the Shooting Range position on the complaint and associated actions.

3. Formal Written Complaint to the Township

3.1 A formal written complaint may be submitted where:

DRAFT

3.1.1 There have been reasonable attempts to resolve the complaint by adhering to the informal complaint resolution process outlined in Section 2 of this protocol; and

3.1.2 The nature of the complaint is within the scope of Township jurisdiction.

3.2 Safety related complaints are required to be directed to the Chief Firearms Officer or the OPP as required.

3.3 All formal complaints must adhere to the Township's By-law Complaint Policy. Anonymous complaints will not be reviewed.

4. Township Review and Enforcement Procedures

4.1 The Township will prioritize complaints in the order in which they are received, where the informal complaint resolution process has been unsuccessful.

4.2 Formal complaints that have not followed the informal complaint resolution process outlined in Section 2, may be redirected to that process at the discretion of the Township.

4.3 Routine noise monitoring will take place at the discretion of the Township.

4.4 Where violations occur, the Township may, in its sole discretion, take such actions as it deems appropriate in accordance with the By-law, which may include but are not limited to:

4.4.1 Request the Shooting range provide proof of records or any necessary information;

4.4.2 Conduct site visits or observations;

4.4.3 Issue a warning letter; and

4.4.4 Issue a penalty notice under AMPS.

4.5 Where repeat violations occur, or where compliance is not achieved to the satisfaction of the Township, the Township may, in its sole discretion, take such actions as it deems appropriate in accordance with the By-law, which may include but are not limited to:

4.5.1 Amend the licence to include additional conditions;

4.5.2 Revoke or suspend the licence;

4.5.3 Refer the matter to legal counsel for Provincial Offences Act prosecution (if warranted).

5. Roles and Responsibilities

5.1 The Shooting Range shall:

5.1.1 Cooperate in good faith with the Township and neighbouring residents;

5.1.2 Follow the Township's Shooting Range Complaint Resolution Protocol;

5.1.3 Maintain written records of complaints received and actions taken in response;

5.1.4 Comply at all times with licence conditions and applicable laws; and

5.1.5 Provide the Township, upon request, with an annual record of complaints as part of the licence renewal process.

5.2 Neighbours are expected to:

5.2.1 Cooperate in good faith with the Township and the Shooting Range; and

5.2.2 Adhere to the Township's Shooting Range Complaint Resolution Protocol.

DRAFT

5.3 The Township shall:

5.3.1 Act in good faith and with impartiality when addressing concerns;

5.3.2 Administer and enforce the Shooting Range Complaint Resolution Protocol in a timely and transparent manner;

5.3.3 Ensure compliance monitoring and enforcement is carried out consistently with Township by-laws and applicable legislation.

DRAFT

Ministry of Natural Resources

Development and Hazard Policy Branch
Policy Division
300 Water Street
Peterborough, ON K9J 3C7

Ministère des Richesses naturelles

Direction de la politique d'exploitation des ressources et des risques naturels.
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 3C7

Ontario

August 08, 2025

Subject: Proposed updates to certain operational policies under the *Aggregates Resource Act*

Hello,

Ontario's aggregate industry plays a key role in our government's vision to build Ontario, supporting vital development and jobs across the province. At this time, MNR is proposing updates to certain operational policies under the *Aggregate Resources Act.*

Over the last six years, changes to the Act, regulation, and the development of the Aggregate Resources of Ontario Standards, have left several aggregate resources policies outdated and/or inaccurate. New requirements and provisions introduced through these changes also need to be supported with new policy direction.

In a continued effort to clarify requirements and improve efficiencies, three policies are proposed to be updated (replacing seven outdated policies) related to new aggregate licence/permit applications addressing Water Report, Cultural Heritage Report, and Matters to be Considered in the Issuance of a Licence. One new policy based on the 2020 requirements in the Standards, Maximum Predicted Water Table Report is being proposed. In addition, the government is focused on reducing burden to businesses; this is why we are proposing to rescind 28 policies that are outdated or unnecessary.

Updated policies are an important step in modernizing the Ministry's aggregate program, ensuring transparency and consistency in program delivery, and providing certainty to industry and the public about the Ministry's expectations.

A complete summary of the proposed policy changes can be found on the Environmental Registry (search for notice: 025-0216) for a 48-day commenting period ending September 25, 2025.

We invite you to review the changes and offer comments.

There are several ways you can comment on this proposal, including:

1. Directly through the Environmental Registry posting (click on the "Submit a comment" button)

2. By email to aggregates@ontario.ca, or

3. By mail to:

    Resources Development Section
    Ministry of Natural Resources
    300 Water Street, 2nd Floor South
    Peterborough, ON K9J 3C7

For questions, contact Sheena Tower at aggregates@ontario.ca.

Sincerely,



Jennifer Keyes

Director, Development and Hazard Policy Branch

Hamilton Conservation Authority

A Healthy Watershed for Everyone

August 12, 2025

Via Email: jbrotherston@puslinch.ca

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

RE: Hamilton Conservation Authority – 2024 Audited Financial Statements

Dear Mayor Seeley and Councillors,

In accordance with section 38(3) of the Conservation Authorities Act, enclosed please find the 2024 auditors report for Hamilton Conservation Authority. Per the Act, the report is being circulated to the Ministry of Environment, Conservation and Park as well as to our participating municipalities.

Sincerely,

[redacted]

Lisa Burnside
Chief Administrative Officer

Enclosure



Hamilton Region Conservation Authority

Financial Statements

December 31, 2024

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Doane Grant Thornton

Independent auditor's report

Doane Grant Thornton LLP
33 Main Street East
Hamilton, ON
L8N 4K5

T +1 905 523 7732
F +1 905 572 9333

To the Members of
Hamilton Region Conservation Authority

Qualified Opinion

We have audited the financial statements of Hamilton Region Conservation Authority (the "Authority"), which comprise the statement of financial position as at December 31, 2024, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of Hamilton Region Conservation Authority as at December 31, 2024, and the results of its financial performance, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards ("PSAS").

Basis for Qualified Opinion

As described in Note 3, the Authority was required to adopt a new accounting standard, PS 3280 – *Asset retirement obligations*, on January 1, 2023. The Authority did not determine its liability for asset retirement obligations related to its tangible capital assets in the statement of financial position as at December 31, 2023 which was a departure from Canadian public sector accounting standards. The impact of this departure from Canadian public sector accounting standards was not determined and therefore, we were not able to determine whether any adjustments might be necessary to the annual surplus and cash flows for the year ended December 31, 2023, tangible capital assets and asset retirement obligations as at December 31, 2023 and net financial assets as at January 1 and December 31, 2023. Our audit opinion on the financial statements for the year ended December 31, 2023 was modified accordingly because of this departure from PSAS.

In accordance with PSAS, the Authority corrected the error in the current year's figures rather than correcting the comparative information. Our opinion on the current year's financial statements is modified because of the effects of this matter on the comparability of the current year's figures and the comparative information.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Authority or to cease operations, or has no realistic alternative to do so.

Those charged with governance are responsible for overseeing the Authority's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue and auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

[redacted]

Hamilton, Canada
July 24, 2025

Chartered Professional Accountants
Licensed Public Accountants

Hamilton Region Conservation Authority
Statement of Financial Position

December 31	2024	2023
Financial assets		
Cash and cash equivalents (Note 5)	**$ 11,662,520**	$ 9,944,782
Accounts receivable	**684,786**	3,740,054
Due from Confederation Beach Park	**1,797,445**	82,970
Due from Hamilton Conservation Foundation	**41,975**	-
Total financial assets	**$ 14,186,726**	$ 13,767,806
Liabilities		
Accounts payable and accrued liabilities (Note 6)	**$ 1,479,453**	$ 1,064,860
Asset Retirement Obligation (Note 3 and 7)	**1,231,856**	-
Due to Hamilton Conservation Foundation	**-**	1,435
Employee future benefit costs (Note 9)	**165,659**	154,593
Deferred revenue (Note 10)	**889,954**	897,235
Total liabilities	**$ 3,766,922**	$ 2,118,123
Net financial assets	**$ 10,419,804**	$ 11,649,683
Non-financial assets		
Inventory	**166,957**	133,350
Prepaid expenses	**364,879**	517,829
Tangible capital assets (Page 17)	**61,418,142**	58,910,226
Total non-financial assets	**$ 61,949,978**	$ 59,561,405
Accumulated surplus (Note 11)	**$ 72,369,782**	$ 71,211,088

Contingent liabilities, contractual obligations and commitments (Notes 15 and 16)

On behalf of the Authority

[redacted] Chair

[redacted] Director

See accompanying notes and schedules to the financial statements

Hamilton Region Conservation Authority
Statement of Operations

For the Year Ended December 31	2024 Budget (Note 16)	2024 Actual	2023 Actual
Revenues			
Admissions, product, service & program fees	$ 7,542,503	**$ 7,726,923**	$ 7,732,481
Municipal levy & special projects	6,965,066	**6,965,072**	7,120,000
Rentals	979,081	**970,434**	843,643
Hamilton Conservation Foundation	204,200	**875,759**	854,864
Management fees	500,000	**571,482**	535,566
Interest	470,000	**525,524**	774,296
Federal & Provincial grants	181,096	**524,530**	1,448,185
Regulatory fees	387,600	**336,650**	309,094
Private and In-Kind donations (Note 12)	3,470	**202,032**	1,823
Gain on sale of tangible capital assets	-	**2,832**	1,341,905
Other income	53,800	**134,747**	47,484
	17,286,816	**18,835,985**	21,009,340
Expenditures			
Wages & benefits	10,269,190	**9,795,113**	8,311,900
Staff expenses	317,230	**1,558,335**	1,400,378
Contractors / consultants	1,420,400	**1,156,217**	879,230
Utilities	829,936	**779,870**	883,282
Professional fees	764,069	**773,406**	786,922
Materials & supplies	597,793	**653,295**	633,322
Products for resale	315,950	**315,920**	311,399
Miscellaneous expense (Note 14)	1,682,248	**1,070,215**	974,199
	16,196,816	**16,102,371**	14,180,633
Amortization	1,200,000	**1,574,920**	1,385,482
	17,396,816	**17,677,291**	15,566,114
Annual surplus for the year	$ (110,000)	**$ 1,158,694**	$ 5,443,226
Accumulated surplus, beginning of year	71,211,088	**71,211,088**	65,767,862
Accumulated surplus, end of year	$ 71,101,088	**$ 72,369,782**	$ 71,211,088

See accompanying notes and schedules to the financial statements

Hamilton Region Conservation Authority
Statement of Cash Flows

December 31	2024	2023
Change in cash and cash equivalents		
Operating		
Annual surplus	**$ 1,158,694**	$ 5,443,226
Items not affecting cash		
Amortization	**1,574,920**	1,385,482
Asset retirement obligation	**(1,185,048)**	-
Accretion expense of asset retirement obligation	**46,808**	-
Gain on disposal of tangible capital assets	**(2,832)**	(1,341,905)
	1,592,542	5,486,803
Non-cash changes to operations		
Change in accounts receivable	**3,055,268**	(3,021,075)
Change in inventory	**(33,607)**	21,858
Change in prepaid expenses	**152,950**	(84,415)
Change in employee future benefit costs	**11,066**	2,898
Change in accounts payable and accrued liabilities	**414,593**	(616,568)
Change in Due to Hamilton Conservation Foundation	**(43,410)**	1,435
Change in Due from Confederation Beach Park	**(1,714,475)**	(531,147)
Change in deferred revenue	**(7,281)**	(30,924)
	3,427,646	1,228,866
Capital		
Proceeds on disposal of tangible capital assets	**6,515**	1,474,522
Increase in tangible capital assets - asset retirement obligation	**1,185,048**	-
Purchase of tangible capital assets	**(2,901,471)**	(7,215,872)
	(1,709,908)	(5,741,350)
Net change in cash and cash equivalents	**1,717,738**	(4,512,484)
Cash and cash equivalents		
Beginning of year	**9,944,782**	14,457,266
End of year	**$ 11,662,520**	$ 9,944,782

See accompanying notes and schedules to the financial statements

Hamilton Region Conservation Authority
Statement of Changes in Net Financial Assets

For the year ended December 31	2024	**2024**	2023
	Budget	**Actual**	Actual
Annual surplus	$ (110,000)	**$ 1,158,694**	$ 5,443,226
Purchase of tangible capital assets	(2,000,000)	**(2,901,471)**	(7,215,872)
Asset retirement obligations		**(1,185,048)**	-
Proceeds on disposal of tangible capital assets	-	**6,515**	1,474,522
Gain on disposal of tangible capital assets	-	**(2,832)**	(1,341,905)
Amortization	1,200,000	**1,574,920**	1,385,482
Change in inventory	-	**(33,607)**	21,858
Change in prepaid expenses	-	**152,950**	(84,415)
	(800,000)	**(2,388,573)**	(5,760,329)
Change in net financial assets	(910,000)	**(1,229,879)**	(317,103)
Net financial assets, beginning of year	11,649,683	**11,649,683**	11,966,786
Net financial assets, end of year	$ 10,739,682	**$ 10,419,804**	$ 11,649,683

See accompanying notes and schedules to the financial statements

Hamilton Region Conservation Authority
Notes to the Financial Statements

December 31, 2024

1. Nature of operations

The Hamilton Region Conservation Authority (the "Authority") was established in 1966 under the Conservation Authorities Act of Ontario to manage a designated watershed of approximately 112,000 acres of which the Authority owns over 11,000. The Authority is financed from municipal contributions, government grants, donations, user fees, product sales and services.

2. Summary of significant accounting policies

Basis of accounting and management responsibility

The financial statements of the Hamilton Region Conservation Authority are the responsibility of and prepared by management in accordance with Canadian Public Sector Accounting Standards ("PSAS"). The more significant accounting policies are summarized as follows:

Accrual accounting

These statements reflect the incorporation of the full accrual basis of accounting and the reporting of the change in net financial assets and accumulated surplus. The accrual basis of accounting recognizes the effect of transactions and events in the period in which the transactions and events occur, regardless of whether there has been a receipt of payment of cash or its equivalent. Accrual accounting recognizes a liability until the obligation or condition(s) underlying the liability is partially or wholly satisfied. Accrual accounting recognized an asset until the future economic benefit underlying the asset is partially or wholly used or lost.

Revenue recognition

i) Government transfers

Government transfers, which include municipal grants, provincial transfer payments and major project funding, are recognized in the financial statements as revenue in the period in which the events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amounts can be made. If government transfers contain stipulations which give rise to a liability, they are deferred and recognized in revenue when the stipulations are met.

ii) Other revenue

Other revenue from transactions with performance obligations, such as admissions, product, service and program fee, user fees, management fees, regulatory fees, rental income and revenue from other Authority services and major projects of goods or rendering of services, are recognized as the Authority satisfies a performance obligation by providing the promised goods or services to the payor. Other revenue from transactions with no performance obligations are recognized when the Authority has the ability to claim or retain an inflow of economic resources and when a past transaction or event is an asset. Amounts collected for services that have not yet been rendered are recorded as deferred revenue and recognized when the related services are performed.

2. Summary of significant accounting policies – continued

Donations

Donations are recorded in income in the period they are received, unless designated for a specific purchase that is to occur in a later period at which time the related revenue will be recognized. Donated tangible capital assets, materials and services are recorded at fair market value when fair value can be reasonably estimated.

Cash and cash equivalents

Cash and cash equivalents includes cash on hand and balances held in the bank.

Pension plans

The Authority maintains a defined contribution plan for employees with more than one year service and who were hired subsequent to January 1, 2006.

Under the plan, the Authority matches employee contributions to a maximum of 6% of gross income.

Tangible capital assets

Tangible capital assets are comprised of property, plant and equipment and are recognized as assets in the period they are acquired. Tangible capital assets are recorded at cost which includes all amounts directly attributable to acquisition, construction, development or betterment of the asset. Amortization is provided on a straight-line basis, declining balance for vehicles, over the estimated useful life for all assets except land which is not amortized. Work in progress assets are not amortized until the asset is available for productive use.

Service life of tangible capital assets is estimated as follows:

Land improvements	10 - 20 years
Infrastructure	20 - 75 years
Building & building improvements	40 years
Machinery, equipment	3 - 10 years
Vehicles (light and heavy duty)	15 - 35 percent

The Authority has a collection of art and historical buildings which now include a multitude of artifacts and chattels which came with the acquisition of the Westfield Heritage Village. None of these are included as part of the tangible capital assets due to the lack of any objective value comparatives.

Inventory

Inventories for resale are valued at the lower of cost or net realizable value.

2. Summary of significant accounting policies – continued

Financial instruments

The Authority initially measures its financial assets and financial liabilities at fair value and subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and cash equivalents, accounts receivable and amounts due from Confederation Beach Park.

Financial liabilities measured at amortized cost include accounts payable, due to Confederation Beach Park and due to Hamilton Conservation Foundation.

Use of estimates

The preparation of financial statements in conformity with PSAS accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as at the date of the financial statements, and the reported amounts of revenues and expenditures during the period. Actual results could differ from those estimates.

Contaminated sites

Contaminated sites are the result of contamination being introduced in air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met: a) an environmental standard exists; b) contamination exceeds the environmental standard; c) the Authority is directly responsible or accepts responsibility for the liability; d) future economic benefits will be given up; and e) a reasonable estimate of the liability can be made. Changes in this estimate are recorded in the Authority's statement of operations.

3. Change in accounting policy

The Authority adopted the following standards concurrently beginning January 1, 2024 prospectively:

PS 3400 *Revenues* establishes standards on how to account for and report on revenue, specifically differentiating between transactions that include performance obligations (i.e. the payor expects a good or service from the public sector entity), referred to as exchange transactions, and transactions that do not have performance obligations, referred to as non-exchange transactions. For exchange transactions, revenue is recognized when a performance obligation is satisfied. For non-exchange transactions, revenue is recognized when there is authority to retain an inflow of economic resources and a past event that gave rise to an asset has occurred.

PS 3280 *Asset Retirement Obligations* (ARO) establishes the accounting and reporting requirements for legal obligations associated with the retirement of tangible capital assets

3. Change in accounting policy – continued

controlled by the government or a government organization. A liability for a retirement obligation can apply to tangible capital assets either in productive use or no longer in productive use. This standard was adopted on January 1, 2024 on a prospective basis.

In the past, the Authority has reported its obligations related to the retirement of tangible capital assets in the period when the asset was retired directly as an expense. The estimate of the liability includes costs directly attributable to asset retirement activities. Costs include post-retirement operation, maintenance, and monitoring that are an integral part of the retirement of the tangible capital asset. When recording an asset retirement obligation, the estimated retirement costs are capitalized to the carrying value of the associated assets and amortized over the asset's estimated useful life. The amortization of the asset retirement costs follows the same method of amortization as the associated tangible capital asset.

A significant part of asset retirement obligations results from the removal and disposal of designated substances such as asbestos from Authority's buildings, wells and underground storage tanks under Authority's operations. The Authority reports liabilities related to the legal obligations where the Authority is obligated to incur costs to retire a tangible capital asset.

The Authority's ongoing efforts to assess the extent to which designated substances exist in Authority's assets, and new information obtained through regular maintenance and renewal of Authority assets may result in additional asset retirement obligations from better information on the nature and extent the substance exists or from changes to in the estimated cost to fulfil the obligation. The measurement of asset retirement obligations is also impacted by activities that occurred to settle all or part of the obligation, or any changes in the legal obligation. Revisions to the estimated cost of the obligation will result in to the carrying amount of the associated assets that are in productive use and amortized as part of the asset on an ongoing basis. When obligations have reliable cash flow projections, the liability may be estimated using the present value of future cash flows.

As a result of applying this accounting standard, an asset retirement obligation of $1,231,856 was recognized as a liability in the Statement of Financial Position. These obligations represent estimated retirement costs for the Authority-owned buildings and equipment, including tanks. The Authority has made the adjustment on a prospective basis, with no retroactive adjustment.

No restatement has been recorded as a result of applying these new accounting standards.

4. Confederation Beach Park

These statements do not include the operating revenues and expenditures relating to Confederation Beach Park which is a separate and distinct operation owned by the City of Hamilton and managed by the Authority under a formal management agreement with the municipality.

4. Confederation Beach Park (continued)

All existing real and personal Confederation Beach Park property as at January 1, 1980, all subsequently acquired properties, and any surpluses or deficits generated during a fiscal year will remain the exclusive property of the City of Hamilton.

Under the terms of the management agreement, the Hamilton Region Conservation Authority has exclusive authority to manage specifically defined areas of Confederation Beach Park for the City of Hamilton. In payment for the management function, the Authority receives a management fee of 15% of operating expenditures. This management fee accrues to the Authority for its own purposes. The newest version of the management agreement has been agreed to and signed by both the City of Hamilton and the Hamilton Region Conservation Authority and runs from January 1, 2017 until December 31, 2026, inclusive.

5. Restricted cash

Included in cash and cash equivalents is $228,683 (2023 – $217,969) that was received as an endowment fund which has been externally restricted by the organization that contributed the amount.

6. Government remittances payable

Included in accounts payable and accrued liabilities are government remittances payable of $63,247 (2023 – $28,619).

7. Asset retirement obligations (ARO)

The asset retirement obligation is recognized based on management's best estimate of the future expenditures required to settle the obligation. A liability has been established, reflecting the estimated costs associated with the retirement of tangible capital assets. Under the prospective method, the assumptions used at the time of initial recognition are those in effect when the legal obligation was incurred. These assumptions are reviewed and, if necessary, updated on an annual basis as part of the ongoing assessment.

All liabilities for Asset Retirement Obligations are recognized at current estimated costs, discounted to their present value at the rate of 3.95%.

7. Asset retirement obligations (ARO) (continued)

	Asbestos	Wells	Underground Storage Tanks	**2024 Total**
Balance, beginning of the year	-	-	-	**-**
ARO liability recorded on adoption of the ARO standard (Note 3)	$ 232,488	$ 214,355	$ 738,205	**$ 1,185,048**
Accretion expense for the year	9,183	8,467	29,158	**46,808**
Less: Obligations settled in the year	-	-	-	**-**
Balance, end of the year	$ 241,671	$ 222,822	$ 767,363	**$ 1,231,856**

8. Related party transactions

	2024	2023
Municipal funding recognized as revenue in the current year		
City of Hamilton	**$ 6,932,756**	$ 7,089,400
Township of Puslinch	**32,316**	30,600
Funding from the Hamilton Conservation Foundation	**875,759**	854,864
Management fees from Confederation Beach Park	**571,482**	535,566
(Payable to) receivable from the City of Hamilton	**(500,508)**	3,443,248
Municipal taxes paid to the City of Hamilton and Township of Puslinch	**(138,137)**	(134,577)

9. Employee future benefit costs

	2024	2023
Accumulated Sick Leave Liability	**$ 21,249**	$ 20,477
Supplemental early retirement package	**99,819**	99,898
Post-retirement benefits	**44,591**	34,217
	$ 165,659	$ 154,593

9. Employee future benefit costs – continued

Under the Authority's sick leave plan, certain employees hired prior to January 1, 1993 become entitled to a cash payment when they leave the Authority's employment. The liability for these accumulated days, to the extent they are vested and could be taken in cash by employees on termination, is funded by operations.

The Authority committed in October 2002 to pay a former general manager a supplemental early retirement package. At the end of the current year, the cost of an annuity to satisfy this obligation was $99,819 (2023 - $99,898) based on competitive quotes received from several insurance companies.

The Authority is committed to provide full health, life and vision coverage for all employees who have retired prior to the age of 65 for the period until they reach 65 years of age. A liability has been set up based on the current benefit rates for those retirees eligible for this coverage. The estimated value of these benefits in the current year is $44,591 (2023 - $34,217).

10. Deferred revenue

Revenue received but not earned at year-end is as follows:

	2024	2023
Storage fees and deposits	**$ 889,954**	$ 897,235

11. Accumulated surplus

	2024
Reserve Funds	
Acquisitions of provincially significant lands or eligible water related projects	**$ 3,065,690**
Future projects and operating areas	**8,454,951**
Tangible Capital Assets	**61,418,142**
Changes in accumulated surplus during the year	**(569,001)**
Accumulated surplus	**$ 72,369,782**

12. Donations in kind

During the year, in addition to cash donations, the Authority was the beneficiary through donations in kind of tangible capital assets with a total appraised value of $1,432 (2023 - $1,644).

13. Defined contribution pension plan

Employer contributions to the Authority's defined contribution pension plan for the year was $379,076 (2023 - $348,820). The Plan is designed whereby employee contributions, ranging from 2% to 6% of gross salary, are matched by the employer.

14. Miscellaneous expense breakdown

	2024	2023
Computer software, hardware & support	$ 268,945	$ 296,768
Property taxes	138,137	134,577
Communications & advertising	117,693	78,711
Memberships & subscriptions	103,773	105,256
Postage, printed material & supplies	102,142	89,927
Mechanical & garage supplies	94,240	102,006
Third party equipment rental	51,234	21,305
Accretion of Asset Retirement Obligation	46,808	-
Interest & banking	15,054	16,359
All other	132,189	129,291
	$ 1,070,215	$ 974,199

15. Contingent liabilities

The Authority is involved from time to time in litigation, which arises in the normal course of business. In respect of any outstanding claims, the Authority believes that insurance coverages are adequate, and that no material exposure exists on the eventual settlement of such litigation.

16. Contractual obligations and commitments

As at December 31, 2024, the Authority is committed to $17,174 (2023 - $15,898) with respect to ongoing contracts for equipment in the following years:

2025	**6,432**
2026	**3,912**
2027	**6,831**
	$ 17,174

17. Budget figures

The budgeted figures are presented for comparison purposes and were adopted by the Authority on December 7, 2023. The adopted budget conforms to the Canadian Public Sector Accounting Standards except for the effect of the acquisition and amortization of tangible capital assets and principal repayment on debt. A reconciliation of the adopted and reported budgets is as presented below.

Adopted budget:	
Budgeted annual surplus for the year	$ 10,000
Adjustments to adopted budget:	
Amortization of tangible capital assets	(1,200,000)
Block funding for major maintenance and capital projects	2,000,000
Removal of intercompany and funding from reserves	(920,000)
Restated budgeted deficit	$ (110,000)

18. Financial Instruments

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The following disclosures provide information to assist users of the financial statements in assessing the extent of risk related to the Authority's financial instruments. The maximum exposure to credit risk for the financial assets would be the carrying values shown on the statement of financial position.

Credit risk

The Authority is exposed to credit risk resulting from the possibility that parties may default on their financial obligations. The Authority's maximum exposure to credit risk represents the sum of the carrying value of its cash and cash equivalents and accounts receivable. The Authority's cash and cash equivalents are with a Canadian chartered bank and as a result management believes the risk of loss to be remote. The Authority provides credit to its customers in the normal course of operations. Management believes that the Authority's credit risk with respect to accounts receivable is limited. The Authority manages its credit risk by reviewing accounts receivable aging and following up on outstanding amounts.

Liquidity risk

Liquidity risk refers to the adverse consequence that the Authority will encounter difficulty in meeting obligations associated with financial liabilities, which are comprised of accounts payable and accrued liabilities, due to Confederation Beach Park and due to Hamilton Conservation Foundation. The Authority manages liquidity risk by monitoring its cash flow requirements on a regular basis. Management believes its overall liquidity risk to be minimal as the Authority's financial assets are considered to be highly liquid.

18. Financial Instruments – continued

Liquidity risk (continued)

The following table sets out the expected maturities, representing undiscounted cash flows of its financial liabilities.

	Within 1 year	1 to 2 years	2 to 5 years	Over 5 years	Total
Accounts payable and accrued liabilities	$ 1,479,453	$ -	$ -	$ -	$ 1,479,453

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate due to changes in market prices. Market risk is comprised of currency risk, interest rate risk, and other price risk.

It is management's opinion that unless otherwise noted, the Authority is not exposed to significant market risk arising from its financial instruments.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Authority’s cash and cash equivalents earn interest at prevailing market rates and management believes the interest rate exposure related to these financial instruments is negligible.

Changes in risk

There have been no significant changes in the Authority's risk exposures from the prior year.

Hamilton Region Conservation Authority
Schedule of Tangible Capital Assets

	Land	Land Improvements	Infrastructure	Building & Building Improvements	Machinery & Equipment	Vehicles	Work In Progress (WIP)	**December 31 2024**	December 31 2023
Cost									
Beginning of year	$ 36,776,652	$ 6,874,318	$ 23,749,938	$10,114,500	$ 2,929,515	$ 3,244,196	$ 1,314,863	**$ 85,003,982**	$ 78,300,648
Additions	-	-	34,520	-	435,425	323,446	2,108,080	**2,901,471**	7,215,872
Disposals	-	-	(3,640)	-	(101,484)	(59,217)	-	**(164,341)**	(512,537)
ARO	-	-	952,560	232,488	-	-	-	**1,185,048**	-
Transfer from WIP	-	496,321	-	158,260	98,453	-	(753,034)	-	-
End of year	36,776,652	7,370,639	24,733,378	10,505,248	3,361,909	3,508,425	2,669,909	**88,926,160**	85,003,982
Accumulated Amortization									
Beginning of year	-	3,239,004	14,201,071	4,943,584	1,510,380	2,199,717	-	**26,093,756**	25,088,195
Annual amortization	-	243,053	477,575	229,204	290,791	275,045	-	**1,515,668**	1,385,482
ARO amortization	-	-	47,628	11,624	-	-	-	**59,252**	-
Disposals	-	-	(1,383)	-	(100,182)	(59,093)	-	**(160,658)**	(379,921)
End of year	-	3,482,057	14,724,891	5,184,412	1,700,989	2,415,669	-	**27,508,018**	26,093,756
Net book value	$ 36,776,652	$ 3,888,582	$ 10,008,487	$ 5,320,836	$ 1,660,920	$ 1,092,756	$ 2,669,909	**$ 61,418,142**	$ 58,910,226

*Retirements - Computer hardware and software, once fully amortized, are removed from both assets and accumulated amortization

Hamilton Region Conservation Authority
Schedule of Corporate Support

For the Year Ended December 31	2024 Budget	**2024 Actual**	2023 Actual
Revenues			
Municipal levy & special projects	$ 2,098,138	**$ 2,472,373**	$ 2,494,159
Management fees	500,000	**571,482**	535,566
Interest	470,000	**525,524**	774,296
Rentals	593,681	**353,690**	463,531
Hamilton Conservation Foundation	201,700	**182,376**	215,614
Admissions, product, service & program fees	74,000	**111,228**	85,217
Other income	-	**25,748**	8,439
	3,937,519	**4,242,421**	4,576,822
Expenditures			
Wages & benefits	3,879,190	**3,492,210**	2,905,487
Staff expenses	137,850	**780,194**	728,639
Utilities	396,175	**327,862**	422,013
Contractors / consultants	181,500	**245,059**	184,269
Professional fees	215,002	**218,188**	224,791
Materials & supplies	101,700	**77,601**	49,185
Miscellaneous expense (Note 12)	1,333,327	**715,291**	589,863
	6,244,743	**5,856,404**	5,104,247
Amortization	310,000	**479,767**	372,804
	6,554,743	**6,336,171**	5,477,051
Annual deficit	$ (2,617,224)	**$ (2,093,750)**	$ (900,229)

Hamilton Region Conservation Authority
Schedule of Watershed Management Services

For the Year Ended December 31	2024	**2024**	2023
	Budget	**Actual**	Actual
Revenues			
Municipal levy & special projects	$2,213,262	**$1,839,033**	$1,702,020
Regulatory fees	387,600	**336,650**	309,094
Federal & Provincial grants	161,096	**292,141**	198,185
Private and In-Kind donations	1,470	**200,600**	179
Hamilton Conservation Foundation	-	**17,245**	9,700
Other income	-	**5,912**	3,645
	2,763,428	**2,691,581**	2,222,821
Expenditures			
Wages & benefits	2,417,485	**2,040,281**	1,650,742
Staff expenses	27,100	**288,717**	228,730
Contractors / consultants	1,063,500	**123,591**	237,891
Professional fees	70,193	**60,320**	95,628
Materials & supplies	112,750	**34,615**	68,333
Utilities	23,500	**19,913**	29,431
Miscellaneous expense (Note 12)	54,100	**69,536**	87,034
	3,768,628	**2,636,973**	2,397,788
Annual surplus (deficit)	$(1,005,200)	**$ 54,608**	$ (174,967)

Hamilton Region Conservation Authority
Schedule of Land Management Operations

For the Year Ended December 31	2024	**2024**	2023
	Budget	**Actual**	Actual
Revenues			
Admissions, product, service & program fees	$ 7,136,003	**$ 7,271,186**	$ 7,337,387
Municipal levy & special projects	2,000,000	**2,000,000**	2,300,000
Hamilton Conservation Foundation	-	**656,957**	528,750
Rentals	383,900	**601,459**	364,586
Federal & Provincial grants	-	**232,389**	1,250,000
Other income	53,800	**103,087**	35,400
Gain (loss) on sale of tangible capital assets	-	**2,832**	1,341,905
	9,573,703	**10,867,910**	13,158,029
Expenditures			
Wages & benefits	3,259,714	**3,614,068**	3,170,244
Contractors / consultants	165,400	**767,861**	416,240
Materials & supplies	335,093	**474,710**	456,289
Professional fees	443,984	**468,393**	442,447
Staff expenses	149,580	**398,598**	368,187
Utilities	352,761	**374,909**	375,859
Products for resale	304,150	**304,941**	297,401
Miscellaneous expense (Note 12)	210,596	**214,853**	235,287
	5,221,279	**6,618,333**	5,761,953
Amortization	830,000	**995,899**	919,020
	6,051,279	**7,614,232**	6,680,973
Annual surplus	$ 3,522,424	**$ 3,253,678**	$ 6,477,056

Hamilton Region Conservation Authority
Schedule of Westfield Heritage Village

For the Year Ended December 31	2024	**2024**	2023
	Budget	**Actual**	Actual
Revenues			
Municipal contributions	$ 653,666	**$ 653,666**	$ 623,821
User fees	316,500	**329,676**	292,382
Hamilton Conservation Foundation	2,500	**19,181**	100,800
Food and novelty	16,000	**14,833**	17,495
Donations	2,000	**1,432**	1,644
Federal and Provincial grants	20,000	**-**	-
Other Authority generated	1,500	**15,285**	15,526
	1,012,166	**1,034,073**	1,051,668
Expenditures			
Wages & benefits	712,801	**648,554**	585,427
Staff expenses	2,700	**90,827**	74,822
Materials & supplies	48,250	**66,368**	59,516
Utilities	57,500	**57,187**	55,979
Professional fees	34,890	**26,506**	24,057
Contractors / consultants	10,000	**19,707**	40,830
Products for resale	11,800	**10,980**	13,998
Miscellaneous expense (Note 12)	84,225	**70,533**	62,015
	962,166	**990,661**	916,644
Amortization	60,000	**99,254**	93,658
	1,022,166	**1,089,915**	1,010,302
Annual (deficit) surplus	$ (10,000)	**$ (55,841)**	$ 41,366

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 069-2025

Being a By-law to appoint a Municipal Law Enforcement Officer and Property Standards Officer (Rebekah Ali) for the Corporation of the Township of Puslinch.

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

AND WHEREAS Section 227 of the Municipal Act, S.O. 2001, c. 25, authorizes a Council to pass a by-law to appoint such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of Council;

AND WHEREAS Section 15 of the *Police Services Act* R.S.O. 1990, c. P.15, as amended, authorizes the appointment of Municipal Law Enforcement Officers who shall be peace officers for the purpose of enforcing the by-laws of the municipality;

AND WHEREAS Section 436 of the Municipal Act, S.O. 2001, c. 25 authorizes a Council to pass a by-law providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection;

AND WHEREAS Section 49 of the Planning Act, R.S.O. 1990, c. p.13, as amended provides for the right of entry and inspection of any property where there is reasonable grounds to believe a contravention of a zoning by-law is occurring

AND WHEREAS Section 15.1 (3) of the Building Code Act, S.O. 1992, c23, provides that a by-law may be passed the Council of the municipality prescribing the standards for the maintenance and occupancy of property within the municipality;

AND WHEREAS it is deemed necessary to appoint a Municipal Law Enforcement Officer / Property Standards Officer for the purpose of carrying out or enforcing regulations in accordance with the applicable legislation, policies and by-laws of the Township of Puslinch;

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

1. **THAT** Rebekah Ali be appointed as a Municipal Law Enforcement Officer / Property Standards Officer for the Township of Puslinch;
2. **AND THAT** this By-law shall come into full force and effect on September 2nd, 2025.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 27th DAY OF AUGUST 2025.

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James Seeley, Mayor

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Justine Brotherston, Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-069

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 August 27, 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 August 27, 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 27 DAY OF AUGUST 2025.

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James Seeley, Mayor

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Justine Brotherston, Municipal Clerk