



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
February 6, 2019 COUNCIL MEETING

**A G E N D A**

**DATE:** Wednesday, February 6, 2019

**CLOSED MEETING:** 12:00 P.M.

**REGULAR MEETING:** 1:00 P.M.

**≠ Denotes resolution prepared**

1. Call the Meeting to Order
2. Disclosure of Pecuniary Interest & the General Nature Thereof.
3. **CLOSED ITEMS** ≠
  - (a) Confidential Verbal Report from Peter Pickfield, Garrod Pickfield LLP regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, and advice that is subject to solicitor-client privilege, including communications necessary for that purpose with respect to matter before the OMB – University of Guelph – Dufferin Aggregates Zoning By-law Appeal.
  - (b) Confidential Verbal Report from Peter Pickfield, Garrod Pickfield LLP regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose with respect to the Municipal jurisdiction on environmental matters.
4. Adoption and Receipt of Minutes of the Previous Meeting.≠
  - (a) Countywide Council Orientation December 14, 2018
  - (b) Capital and Operating Budget Meeting January 16, 2019
  - (c) Council Training January 16, 2019
  - (d) Closed Budget Meeting January 16, 2019
  - (e) Council Meeting – January 23, 2019
  - (f) Closed Council Meeting – January 23, 2019
5. Business Arising Out of the Minutes.
6. **PUBLIC MEETINGS**
  1. Proposed 2019 Budget and Asset Management Program

\*note this Public Information Meeting will be held on Tuesday, February 5, 2019 at 6:00 p.m. for the Asset Management Program and 7:00 p.m. for the 2019 Budget at the Municipal Complex – 7404 Wellington Rd. 34



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7. **COMMUNICATIONS**

1. Roszell Pit 2018 Ecological and Aquatic Monitoring Report
  - (a) Correspondence from Dance Environmental Inc. dated December 20, 2018.
  - (b) Correspondence from GWS Ecological & Forestry Services Inc dated January 24, 2019.
2. **Intergovernmental Affairs**
  - (a) Various correspondence for review.

8. **DELEGATIONS / PRESENTATIONS** ≠

1:05 p.m. – Stantec with respect to the Halton North Commercial Vehicle Inspection Facilities. ≠

9. **REPORTS** ≠

1. **Puslinch Fire and Rescue Services**

None
2. **Finance Department**
  - (a) Cancellation, Reduction or Refund of Taxes chapter 25, section 357 or 358 of the Municipal Act.
  - (b) FIN-2019-005 Third Quarter Financial Report – 2018
3. **Administration Department**
  - (a) ADM-2019-004 Council Disclosures of Pecuniary Interest
  - (b) ADM-2019-005 2018 Annual Water Report – Drinking Water System Number 260021034
4. **Planning and Building**

None



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5. **Roads & Parks Department**

None

6. **Recreation Department**

None

7. **Mayor's Updates**

None

10. **NOTICES OF MOTION**

None

11. **COMMITTEE MINUTES**

None

12. **MUNICIPAL ANNOUNCEMENTS**

13. **UNFINISHED BUSINESS**

14. **BY-LAWS ≠**

15. **CONFIRMING BY-LAW ≠**

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

16. **ADJOURNMENT ≠**



**COUNTY WIDE ORIENTATION MINUTES**

**DATE:** Friday, December 14, 2018

**MEETING TIME:** 9:00 A.M.

The 2018 Countywide Council training was held on the above date and called to order at 9:00 a.m. at the Wellington County Museum and Archives, Aboyne Hall.

1. **ATTENDANCE:**

Mayor James Seeley  
Councillor Jessica Goyda  
Councillor Ken Roth  
Councillor John Sepulis

**STAFF IN ATTENDANCE:**

1. Karen Landry, CAO/Clerk
2. Nina Lecic, Deputy Clerk

2. **TRAINING:**

Council received training on the following items:

- Code of Conduct and Conflict of Interest by Guy Giorno, Partner, Fasken
- Council orientation by the Ministry of Municipal Affairs
- Planning matters by Aldo Salis, Director of Planning
- Financial training including asset management, development charges and tax policies by Dan Wilson, Managing Director of Corporate Services, Centre- Wellington and Ken DeHart, County Treasurer.
- Wellington Source Water Protection by Kyle Davis, Risk Management Official
- Emergency Management by Linda Dickson, Emergency Manager, CEMC
- Fire Training by Officer Charles Hamilton
- Social Services by Eddie Alton, Social Services Administrator

3. **ADJOURNMENT:**

The training session ended at 4:20 p.m.

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James Seeley, Mayor

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Karen Landry, CAO/Clerk





## **MINUTES**

**DATE:** Wednesday, January 16, 2019

**CLOSED MEETING:** 8:30 A.M.

**REGULAR MEETING:** 9:00 A.M

The January 16, 2019 Regular Council Meeting was held on the above date and called to order at 8:30 a.m. in the Council Chambers, Aberfoyle.

### **1. ATTENDANCE:**

Mayor James Seeley  
Councillor Matthew Bulmer  
Councillor Jessica Goyda  
Councillor Ken Roth  
Councillor John Sepulis

### **STAFF IN ATTENDANCE:**

1. Karen Landry, CAO/Clerk
2. Mary Hasan, Director of Finance/Treasurer
3. Don Creed, Director of Public Works and Parks
4. Nina Lecic, Deputy Clerk

### **OTHERS IN ATTENDANCE**

1. Mary Christidis
2. Art Zymerman
3. Mark Wineberg
4. Barb Redmon

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

Councillor Bulmer declared a conflict of interest with respect to the grant applications from Friends of Mill Creek and the Aberfoyle Farmer's Market as he has outstanding expenses and activities with those groups.

### **3. CLOSED MEETING**

Council was in closed session from 8:33 a.m. to 8:52 a.m.  
Council recessed from 8:52 a.m. to 9:00 a.m.

#### **Resolution No. 2019-018:**

Moved by Councillor Sepulis and  
Seconded by Councillor Roth

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

- (a) **Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose with respect to OMERS.**

**CARRIED**

#### **Resolution No. 2019-019:**

Moved by Councillor Roth and  
Seconded by Councillor Sepulis

**THAT Council moves into open session.**

**CARRIED**

Council resumed into open session at 8:52 a.m.



**Resolution No. 2019-020:**

Moved by Councillor Sepulis and  
Seconded by Councillor Roth

That Council receives the:

- (a) **Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose with respect to OMERS.**

**CARRIED**

**4. COMMUNICATIONS:**

1. Township of Puslinch- Future Satellite Fire Station Site
  - a. Correspondence from S.W. Irvine & Associates dated April 3, 2018.
2. Fox Run Parkette
  - a. Correspondence from John Arnold.

Council directed staff that the Engineering drainage design and drawing include an accessible crush stone trail design on a Site Plan that would be presented at a Public Meeting for Public Input.

**5. DELEGATIONS/PRESENTATIONS**

9:05 a.m.- Art Zymerman and Lorne Wallace from the Puslinch Lake Conservation Association with respect to a grant request for \$25,000 in support of lake dredging

**Resolution No. 2019-021:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Council receives the presentation by Art Zymerman and Lorne Wallace from the Puslinch Lake Conservation Association with respect to a grant request for \$25,000 in support of lake dredging.**

**CARRIED**

9:15 a.m.- Mary Christidis, Mark Wineberg, Barbara Redmond with respect to the Fox Run Park.

**Resolution No. 2019-022:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council receives the presentation by Mary Christidis, Mark Wineberg, Barbara Redmond with respect to the Fox Run Park.**

**CARRIED**

**6. REPORTS:**

**1. Finance Department**

1. Report FIN-2018-036 - 2019 Proposed Operating Budget (Previously provided at the December 12, 2018 Meeting)

**Resolution No. 2019-023:**

Moved by Councillor Sepulis and  
Seconded by Councillor Bulmer

**That Council approves a 2.33 % Cost of Living Adjustment for staff.**

**CARRIED**

**Resolution No. 2019-024:**

Moved by Councillor Sepulis and



Seconded by Councillor Roth

**That Council approves a permanent base budget increase of \$3,256 for an increase of one cleaning session per week for janitorial services in the Municipal Office.**  
**CARRIED**

**Resolution No. 2019-025:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council approves a permanent base budget increase of \$6,000 for equipment replacement in Fire & Rescue.**  
**CARRIED**

**Resolution No. 2019-026:** Moved by Councillor Sepulis and  
Seconded by Councillor Roth

**That Council approves a one-time base budget increase of \$4,605 for the Blue Card Incident Command Instructors Course for a Training Officer in Fire & Rescue Services.**  
**CARRIED**

**Resolution No. 2019-027:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council approves a one-time base budget increase of \$4,898 (net of grant funding) for a summer student for the Heritage Committee.**  
**CARRIED**

**Resolution No. 2019-028:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

**That Council approves a permanent base budget increase of \$12,400 for Calcium Chloride for dust control in Public Works.**  
**CARRIED**

Council directed staff to look into partnering opportunities, in the future, with other municipalities in order to obtain better pricing on Calcium Chloride.

Council directed staff that for the Voice over Internet Protocol (VOIP) implementation, that the status quo be in effect for Council Members and that the implementation not include Members of Council.

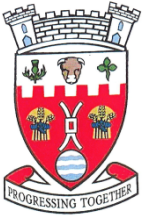
Council directed staff to include a review of the Uniform and Special Clothing Budget including a consistent uniform for all Public Works staff and the current taxable benefit implications as part of the Expense Policy review as an item in Council's Goals and Objectives.

2. Report FIN-2019-003 - 2019 Grant Application Program

**Resolution No. 2019-029:** Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Council receives Report FIN-2019-003 regarding the 2019 Grant Application Program; and**

**That Section 7.0 of the Grant Application Policy be amended to include an option to submit completed grant applications electronically on the Township's website; and**



**That Council approves the grant allocations amounting to \$33,803.40 as outlined below:**

<b>Organization</b>	<b>2019 Approved Grant Allocation</b>
Aberfoyle Agricultural Society	\$3,000
Optimist Club of Puslinch	\$2,636.90
Puslinch Lake Conservation Association	\$25,000
Sunrise Therapeutic Riding and Learning Centre	\$2,000
Wellington Farm and Home Safety Association	\$500
Whistle Stop Cooperative Preschool	\$666.50

**CARRIED**

Councillor Bulmer disclosed a pecuniary conflict of interest with respect to the grants from the Aberfoyle Farmers' Market and the Friends of Mill Creek and refrained from discussions and voting on that item.

**Resolution No. 2019-030:** Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Council approves the grant allocations amounting to \$3,750 as outlined below:**

<b>Organization</b>	<b>2019 Approved Grant Allocation</b>
Aberfoyle Farmers' Market	\$2,500
Friends of Mill Creek – Grand River	\$1,250

**CARRIED**

**3. Report FIN-2019-004 - 2019 Capital and Operating Budget Update**

Council directed staff to utilize the County of Wellington Trail Funding program to fund the costs associated with the accessible crushed stone trail and to request an extension to this program.

**Resolution No. 2019-031:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council approves estimated costs of \$20,000 for the actual construction costs associated with fixing of the drainage issues at Fox Run Park; and**

**That staff proceed with the survey and drainage plans and that funds are hereby approved as part of the 2019 Budget to facilitate commencement of work; and**

**That the trail be included on a site plan with the drainage design and drawings and be accessible and consist of crushed stone.**

**CARRIED**

**Resolution No. 2019-032:** Moved by Councillor Sepulis and  
Seconded by Councillor Roth

**That Council directs staff to approach other aggregate companies to obtain another quote for Gravel Maintenance in Public Works due to the increase in the environmental fee.**

**CARRIED**

**Resolution No. 2019-033:** Moved by Councillor Goyda and  
Seconded by Councillor Sepulis



**That staff proceed with the phased in costs associated with the Cambridge Fire Services Contract with one quarter of the cost to be phased into 2019 as part of the Fire & Rescue Services Operating Budget Account No. 01-0040-4320.**

**CARRIED**

**Resolution No. 2019-034:** Moved by Councillor Sepulis and  
Seconded by Councillor Roth

**That Council approves a 2.33 % Cost of Living Adjustment for Council.**

**CARRIED**

Council directed staff to defer any costs related to additional resourcing requirements in order to effectively implement and maintain a Social Media/Tourism Strategy to the 2020 budget and to obtain estimated remuneration for the designated Recreation Committee member responsible for preparing the monthly Puslinch Community Newsletter.

Council directed staff to ensure that the net present value calculation for the Fire Station analysis includes the following:

- Issuance of a 20-year debenture inclusive of the operating costs associated with a new Fire Station; compared to
- The operating costs of the current Cambridge Fire Contract compared to
- The operating costs of a Cambridge Fire Contract extended to all of the West End.

Council directed staff to obtain a quote from other vendors for the website upgrade with the new logo and brand.

**Resolution No. 2019-035:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

**That Report FIN-2019-004 regarding the 2019 Capital and Operating Budget Update be received.**

**CARRIED**

**7. NOTICE OF MOTION:**

1. Councillor Sepulis with respect to the paving of Township roads

**Resolution No. 2019-036:** Moved by Councillor Sepulis and  
Seconded by Councillor Bulmer

**WHEREAS** the Township has approximately 200km of paved roads and 50km of unpaved roads;

**AND WHEREAS** road works are a significant portion of the Capital Budget and it is highly desirable to reduce these costs;

**AND WHEREAS** new technologies are available for extending the life of paved roads and which are being used by various municipalities in Ontario;

**AND WHEREAS** it is desirable to pave unpaved roads with appropriate pavement;

**NOW THEREFORE** that staff obtain a funding estimate from an Engineering company to produce a report to:

1. Identify an appropriate and cost effective method of extending the life of paved roads;



2. Develop criteria to prioritize the paving of unpaved roads, including the trigger points/ criteria suggested by the asset management plan; as well as impact to the area residents;
3. Identifying an appropriate and cost effective pavements (such as tar and chip) to be used for unpaved roads;
4. Developing a listing and schedule for the paving of unpaved roads.

And that these costs be identified at the earliest opportunity for inclusion in the Capital Budget, with a commitment to pave the roads at the earliest opportunity.

**CARRIED**

**8. CONFIRMING BY-LAW**

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

**Resolution No. 2019-037:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

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

**By-Law 005-2019 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 16<sup>th</sup> day of January 2019.**

**CARRIED**

**9. ADJOURNMENT:**

**Resolution No. 2019-038:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council hereby adjourns at 1:13 p.m.

**CARRIED**

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James Seeley, Mayor

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Karen Landry, CAO/Clerk



**MINUTES**

**DATE:** Wednesday, January 16, 2019

**TRAINING MEETING:** 1:30 P.M.

The January 16, 2019 Training Council Meeting was held on the above date and called to order at 1:30 p.m. in the Council Chambers, Aberfoyle.

1. **ATTENDANCE:**

Mayor James Seeley  
Councillor Matthew Bulmer  
Councillor Jessica Goyda  
Councillor Ken Roth  
Councillor John Sepulis

**STAFF IN ATTENDANCE:**

1. Karen Landry, CAO/Clerk
2. Mary Hasan, Director of Finance/Treasurer
3. Don Creed, Director of Public Works and Parks
4. Nina Lecic, Deputy Clerk
5. Mike Fowler, Foreman
6. Courtenay Hoytfox, Administrative Assistant

2. **TRAINING SESSION:**

Lauren Bernardi, Bernardi Centre Training and Restoration facilitated a training session for Council and Staff titled "Leading together: How to Create a Harmonious and Effective Council".

3. **ADJOURNMENT:**

The training session adjourned at 3:25 p.m.

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James Seeley, Mayor

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Karen Landry, CAO/Clerk





**MINUTES**

**DATE:** Wednesday, January 23, 2019

**CLOSED MEETING:** 6:30 P.M.

**REGULAR MEETING:** 7:00 P.M.

The January 23, 2019 Regular Council Meeting was held on the above date and called to order at 6:30 p.m. in the Council Chambers, Aberfoyle.

1. **ATTENDANCE:**

Mayor James Seeley  
Councillor Matthew Bulmer  
Councillor Jessica Goyda  
Councillor Ken Roth  
Councillor John Sepulis

**STAFF IN ATTENDANCE:**

1. Karen Landry, CAO/Clerk
2. Mary Hasan, Director of Finance/Treasurer
3. Don Creed, Director of Public Works and Parks
4. Nina Lecic, Deputy Clerk

**OTHERS IN ATTENDANCE**

1. Barb Hagey
2. Doug Smith
3. Kathy White

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

None

3. **CLOSED MEETING**

Council was in closed session from 6:32 p.m. to 6:51 p.m.

Council recessed from 6:51 p.m. to 7:00 p.m.

**Resolution No. 2019-039:**

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:**

- (a) **Confidential Verbal Report from Karen Landry, CAO/Clerk regarding a proposed or pending acquisition or disposition of land by the Municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose with respect to Unopen Road Allowance and Lands described as Part Lots 5 and 6, Concession 1**

**CARRIED**

**Resolution No. 2019-040:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**THAT Council moves into open session.**

**CARRIED**

Council resumed into open session at 6:51 p.m.





**Resolution No. 2019-041:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

That Council receives the:

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding a proposed or pending acquisition or disposition of land by the Municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose with respect to Unopen Road Allowance and Lands described as Part Lots 5 and 6, Concession 1;

And that staff proceeds as directed.

**CARRIED**

4. **ADOPTION OF THE MINUTES:**

- (a) Council Meeting – January 9, 2019  
(b) Closed Council Meeting – January 9, 2019

**Resolution No. 2019-042:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

That the minutes of the following meetings be adopted as written and distributed:

- (a) Council Meeting – January 9, 2019  
(b) Closed Council Meeting – January 9, 2019

**CARRIED**

5. **BUSINESS ARISING OUT OF THE MINUTES:**

6. **PUBLIC MEETINGS:**

1. Proposed 2019 Budget and Asset Management Program

\*note this Public Information Meeting will be held on Tuesday, February 5, 2019 at 6:00 p.m. for the Asset Management Program and 7:00 p.m. for the 2019 Budget at the Municipal Complex – 7404 Wellington Rd. 34

7. **COMMUNICATIONS:**

- (1) Proposed Amendment to the Growth Plan for the Greater Golden Horseshoe  
(a) Correspondence from the Minister of Municipal Affairs and Housing.  
(2) Monthly Monitoring Report, Mill Creek Pit, License #5738.  
(a) Correspondence from Dufferin Aggregates dated January 11, 2019.

7. **Intergovernmental Affairs**

**Resolution No. 2019-043:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

That the Intergovernmental Affairs correspondence items listed on the Council Agenda for the January 23, 2019 Council meeting be received.

**CARRIED**

8. **DELEGATIONS/PRESENTATIONS**

7:05 p.m. – Conservation Halton with respect to the 2019 budget.

**Resolution No. 2019-044:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council receives the presentation by Conservation Halton with respect to the 2019 budget.** **CARRIED**

7:25 p.m. – City of Guelph with respect to the Niska Road Reconstruction.

**Resolution No. 2019-045:** Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Council receives the presentation by City of Guelph with respect to the Niska Road Reconstruction.** **CARRIED**

**Resolution No. 2019-046:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That staff request the City of Guelph to provide maintenance and life cycle costs related to the wildlife crossing fencing and the multi-use path;**

**And that the City of Guelph advises which services and costs they are willing to contribute for these amenities;**

**And that the sale of the road to the City be considered and that the Township of Guelph-Eramosa be included in these discussions.** **CARRIED**

**9. REPORTS:**

**1. Puslinch Fire and Rescue Services**

None

**2. Finance Department**

None

**3. Administration Department**

(a) Appointment to the Wellington Farm and Home Safety Association

**Resolution No. 2019-047:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**THAT Council appoints Councillor Bulmer to the Wellington Farm and Home Safety Association for the 2018-2022 Term of Council, or until successors are appointed.**

**CARRIED**

(b) ADM-2019-003 Application for Noise Exemption for Wellington Common Elements Condo Corp #214, (Mini Lakes)

**Resolution No. 2019-048:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

**THAT Council receives the Application for Noise Exemption for Wellington Common Elements Condo Corp #214, (Mini Lakes);**

**And that Council authorizes an exemption to Section 4 - Prohibitions by Time and Place and Schedule 2, #1 of By-Law 5001-05 to permit the use of a scare gun to scare away geese at the Mini Lakes Resident Association for the period of:**

- February 1, 2019 to May 31, 2019 between the hours of 9 a.m. to 7 p.m.;
- August 1, 2019 to December 31, 2019 between the hours of 9 a.m. to 7 p.m.;
- January 1, 2020 to May 31, 2020 between the hours of 9 a.m. to 7 p.m.;
- August 1, 2020 to December 31, 2020 between the hours of 9 a.m. to 7 p.m.;

And that MF Property Management Ltd. be directed to notify the Ontario Provincial Police of the noise exemption.

**CARRIED**

(c) Wellington County report on Bill 66- Restoring Ontario's Competitiveness Act, 2018

**Resolution No. 2019-049:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

**THAT the Wellington County report 'Bill 66 – Restoring Ontario's Competitiveness Act, 2018' be received for information.**

**CARRIED**

**4. Planning and Building Department**

(a) BLDG-2019-001 Building Department Monthly Update- December 2018

**Resolution No. 2019-050:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

**That Report BLDG-2019-001 with respect to the Building Department Monthly Update December 2018 be received for information.**

**CARRIED**

**5. Roads & Parks Department**

None

**6. Recreation Department**

None

**7. Mayor's Updates**

Mayor Seeley provided an update with respect to the fuel spill on the 401 as it relates to Mill Creek.

**10. NOTICE OF MOTION:**

(a) Mayor Seeley with respect to an amendment to the Procedural By-law.

Mayor Seeley withdrew this Notice of Motion.

**11. COMMITTEE MINUTES**

None

**12. MUNICIPAL ANNOUNCEMENTS**

- (a) Councillor Bulmer thanked staff for the Council Training - Leading Together: How to Create a Harmonious and Effective Council
- (b) Councillor Sepulis notified Council that the Green Legacy Municipal Tree Day will be on April 27, 2019 from 8:30- 10:30 a.m.



**13. UNFINISHED BUSINESS**

**14. BY-LAWS:**

- (a) Being a by-law to appoint a Council member to the Planning and Development Advisory Committee - Committee of Adjustment

**Resolution No. 2019-051:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

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

- a. **Being a by-law to appoint a Council member to the Planning and Development Advisory Committee - Committee of Adjustment**

**CARRIED**

**15. CONFIRMING BY-LAW**

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

**Resolution No. 2019-052:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

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

**By-Law 007-2019 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 23<sup>rd</sup> day of January 2019.**

**CARRIED**

**16. ADJOURNMENT:**

**Resolution No. 2019-053:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council hereby adjourns at 9:00 p.m.

**CARRIED**

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James Seeley, Mayor

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Karen Landry, CAO/Clerk



## THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

### NOTICE OF PUBLIC MEETING

#### Proposed 2019 Budget and Asset Management Program

You are invited to attend a Public Information Meeting on February 5, 2019, as the Township of Puslinch is seeking your input and comments on the proposed 2019 Budget and Asset Management Program.

Your attendance and comments at this meeting are welcome as it is your opportunity to learn more about the 2019 Budget and Asset Management Program.

**Date:** Tuesday, February 5, 2019

**Time:** 6:00 p.m. Asset Management Program  
7:00 p.m. 2019 Budget

**Place:** Council Chambers, Township of Puslinch, 7404 Wellington Rd 34

#### **Additional Information:**

For further information or to obtain a copy of the proposed 2019 Budget and Asset Management Program documents, please visit the Township's website at [www.puslinch.ca](http://www.puslinch.ca) or contact the Township at (519)-763-1226 ext. 222.



**DANCE  
ENVIRONMENTAL  
INC.**

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**2018  
Ecological and Aquatic  
Monitoring Report  
Roszell Pit,  
Puslinch Township.  
ARA Licence No. 625189.**

**Prepared for:**

CBM Aggregates  
55 Industrial Street  
Toronto, ON  
M4G 3W9  
Attn: Colin Evans

**Prepared by:**

Dance Environmental Inc.  
807566 Oxford Rd. 29  
R.R. #1  
Drumbo, ON  
N0J 1G0

December 20, 2018.  
DE-382

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## **1.0 BACKGROUND**

Dance Environmental Inc. was retained on September 7, 2012 by CBM Aggregates to begin initial data collection on wetland vegetation, fish spawning, and sediment and erosion control monitoring in accordance with the site plans for the Roszell Pit, Puslinch Township.

The Roszell pit was approved for aggregate extraction prior to 2012. The Roszell Pit is licenced for extraction into the water table.

The Summer of 2012 was characterized as a hot dry summer with lower than average precipitation, resulting in low water levels in streams and rivers throughout much of Ontario.

Aggregate extraction started to take place at the Roszell Pit in 2013, so the 2014 to 2018 monitoring data therefore provides data during aggregate extraction from the pit.

## **2.0 PURPOSE OF MONITORING**

The monitoring which was conducted during the Fall of 2012, and during the Spring and yearly from Fall 2013 to 2018, was conducted in order to meet ecological mitigation measures and ecological and aquatic monitoring requirements laid out in the site plan conditions for the Roszell Pit.

The ecological mitigation measures include:

1. The dripline of all forest systems of the pit should be flagged in the field, confirmed by relevant staff, surveyed and shown on the site plans (completely previously).
2. The limits of all wetland systems in proximity to the pit should be flagged in the field, confirmed by relevant staff, surveyed and shown on the site plans (completed previously).
3. The setback (for extraction above the water table) from the wetland system to the west of the site, i.e. lands associated with the Speed River Wetland Complex should be 30m from the limits of the wetland.
4. The setback (for extraction above the water table) from the dripline of the forest system to the west of the site should be 30m.
5. Sediment and erosion control measures should be established along the western limits of the site in areas adjacent to forest and wetland systems on and adjacent to the site. Sediment and erosion control measures should be established prior to soil stripping and berm construction in areas close to these natural features. Sediment and erosion control measures, i.e. silt fencing should be regularly inspected and maintained over the life of the pit. Siltation barriers will be inspected immediately after a significant rainfall event until such time as adequate vegetation has become established on berms or other features which could cause sediment to be introduced into the forest or wetland system adjacent to the site. The status of sediment and erosion control measures should be documented in the annual compliance assessment report.

6. Prior to final rehabilitation of the site, including final wetland rehabilitation, a Vegetation Management Plan will be prepared and submitted to the Ministry of Natural Resources, GRCA, and the Township of Puslinch. This report should provide details on the type, size, and location of native trees, shrubs and ground cover to be planted in selected areas of the site. On an annual basis, the health of the re-forestation project along the western portion of the site should be documented and submitted to the MNR as part of the annual compliance assessment report.
7. The ecological and aquatic monitoring, as determined by consultation with the MNR, will be implemented upon receipt of the licence.

#### Ecological and Aquatic Monitoring:

1. Frog call surveys will be undertaken in general accordance with the Canadian Wildlife Service's Marsh Monitoring Program at the Roszell wetland on an annual basis. Three evening visits will be completed when temperatures first exceed 6, 10 and 17°C. The results of these surveys will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
2. Salamander egg mass surveys will be conducted annually at the Roszell wetland. The results of this survey will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
3. During the spring high water period and the summer period, ecological inspections of the Roszell wetland and seepage areas of the Speed River Wetland Complex will be completed, focused on the wetland vegetation and flora. As part of these site inspections, photomonitoring (fixed point photography stations) and permanent 10X10 m vegetation monitoring plots will be established. Staff gauges may be established at some of the monitoring stations. Photo monitoring stations and vegetation monitoring plots will allow for repeated monitoring of events during baseline (pre-extraction), extraction and post-extraction conditions. The results of this survey will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
4. Prior to the initiation of below water table extraction at the site, a comprehensive report documenting existing baseline conditions of the Roszell wetland and seepage areas of the Speed River Wetland Complex will be completed, focused on wetland vegetation, flora, and amphibian breeding habitat. The results of this survey will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
5. Prior to initiation of below water table extraction at Lake 3, (i.e., after Lakes 1 and 2 are in place), a comprehensive report documenting the Roszell wetland and seepage areas of the Speed River Wetland Complex will be completed, focused on wetland vegetation, flora, and amphibian breeding habitat. The results of this survey will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.



6. Should significant changes in wetland vegetation (composition and/or structure) and/or use by amphibian breeding (including population estimates) be detected at any phase of operations at the Roszell Pit, the licensee will contact the MNR immediately to discuss implications and to activate the contingency program, as set out in the hydrogeological recommendations. If changes are observed, then it will be important to establish whether or not any documented changes are directly related to the pit operation versus other potential causes.
7. Annual spawning surveys of Main Creek and Tributaries 7, 8, and 9 will be undertaken to record spawning activity. The results of these spawning surveys will be provided to the MNR, GRCA and County of Wellington and Township of Puslinch as part of the annual compliance assessment report.
8. Prior to opening the pit, the licensee will contact landowners south of Roszell Road to ask permission to access their lands for the purpose of documenting the wetland boundary and characterizing the condition of existing aquatic resource features, i.e. pond, wetland, watercourses. Documentation of these features will be done using methods which can be repeated in the future to assess the impact, if any, of adjacent extraction activities on these features.
9. If the licensee is denied access by these land owners, prior to opening Lake 3, the licensee will again ask permission to access these same lands and monitor as deemed necessary.

### **3.0 MONITORING METHODS**

#### **3.1 Erosion/Sediment Control Monitoring**

As a result of the proximity of aggregate extraction to the Speed River Wetland Complex and the topographic relief to the west of the aggregate extraction area, sediment control measures were recommended in the site plans, during establishment of the pit.

Monitoring for the establishment and maintenance of sediment control measures was to be conducted immediately after significant rainfall events. Photos were to be taken of any significant sedimentation found. No erosion sediment control monitoring occurred between 2014 and 2018 because the pit berms were well established.

#### **3.2 Vegetation Monitoring**

##### **Wetland Vegetation Quadrat Sampling**

**Objective:** The objective of the vegetation quadrat sampling was to document the vegetation composition (species and relative abundance) and structure (vertical structure within the wetland) before extensive extraction had occurred, to record the baseline vegetation community conditions.

Baseline data was collected in 2012, to provide a basis for comparison as the extraction progresses both above and below the water table. As noted previously, Fall is not an ideal time for monitoring of flowering herbaceous vegetation, and therefore in successive years (2013 to 2018) monitoring was conducted in Spring and Summer.

**Data Collection Methods:**

The locations of the six 10x10 m quadrats which were established in 2012 are shown on Figure 1. The exact locations of the 10x10 m quadrats were randomly selected, but were generally placed near the upslope seepage areas of some of the tributaries within the Speed River Wetland Complex adjacent to the Roszell Pit, and were sited near existing piezometer locations. The location of quadrat placement was selected to specifically document vegetation and conditions around significant groundwater seepage features that the hydrogeology consultants had identified and monitored along the eastern margin of the wetland, to the west of the extraction area. Quadrats were placed in these locations since this is where any change in groundwater discharge might be first observed and subsequently where vegetation changes could be first observed.

The centre of each quadrat was marked by a steel T-bar with the top sprayed white. The outer margins of each quadrat were marked by wooden stakes which had the tops sprayed orange. The ground vegetation was to be monitored during early Fall 2012 and in successive years will be monitored in both Spring and late Summer to ensure accurate identification of species and to capture plants blooming at different times throughout the season (CVC 2010).

**Collection of Herbaceous vegetation Information:**

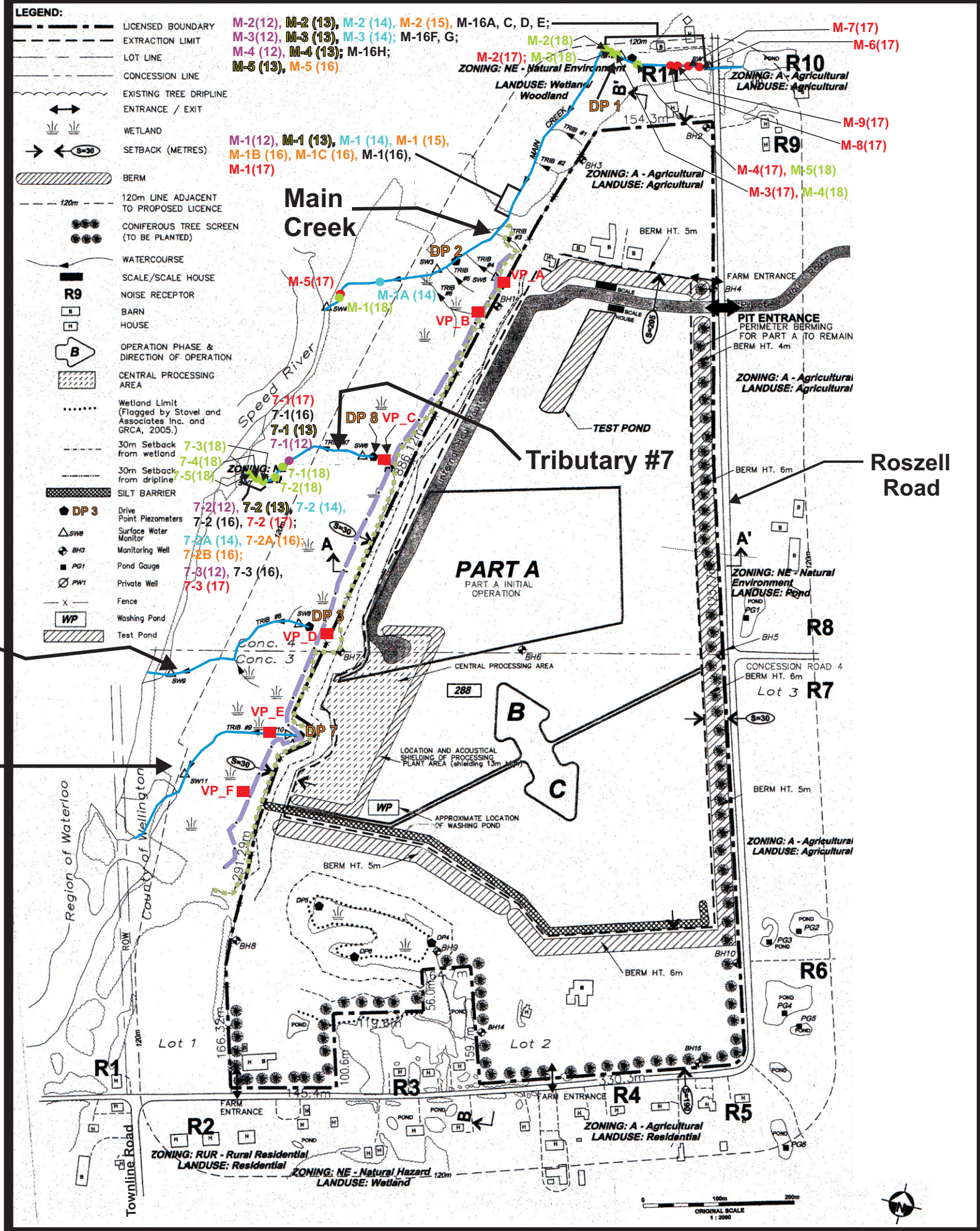
Four 1x1 m quadrats were then set-up to record the herbaceous species and their relative abundance within each of the 10x10 m quadrats. The 1x1 m quadrats were set-up so that the one corner of the quadrat was on the ordinal direction stake, with the quadrat being entirely inside the 10x10 m quadrat, see Figure 2. The percent cover that each species within the 1x1 m quadrat occupied, was recorded. The percent cover within each 1x1 m quadrat that roots, deadfall, or mosses occupied were also recorded. The water depth within each 1x1 quadrant was recorded. These steps were repeated for each of the 4 quadrats within each of the six 10x10 m quadrats. An example of a completed data sheet from 2012, with data from a vegetation plot at the Roszell Pit, is contained in Appendix 1.

**Collection of tree and shrub Information within vegetation plots:**

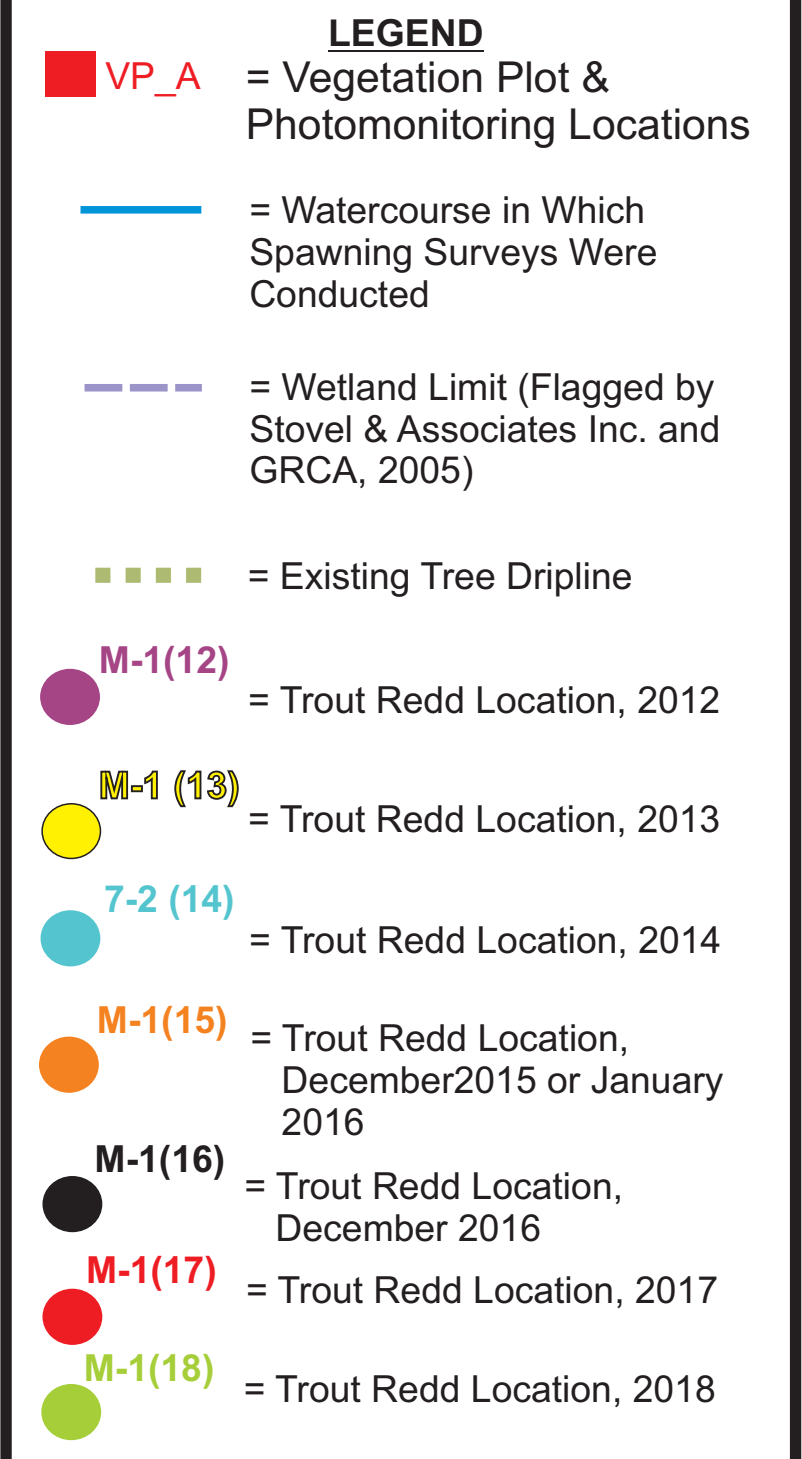
As changes to shrubs and trees happens more in the long-term, data was to be collected on trees and shrubs within the vegetation plots only during the late summer inventory.

Information on the trees and shrubs within the vegetation plots was modified from the 2012 baseline data collection year, based on Greg Scheifele's comments on the 2012 vegetation monitoring. In order to capture trends/changes in the higher strata within the 10x10 m quadrat, two transect lines were surveyed within each 10x10 m quadrat. The transect lines were conducted to record information about trees and shrubs including density, species composition, and strata (sub-canopy or understory) in which they are present within each of the six 10x10 m quadrats.





**Figure 1. Location of Vegetation Plots and Creeks Surveyed and Locations of Trout Redds, 2012 to 2018, Roszell Pit.**

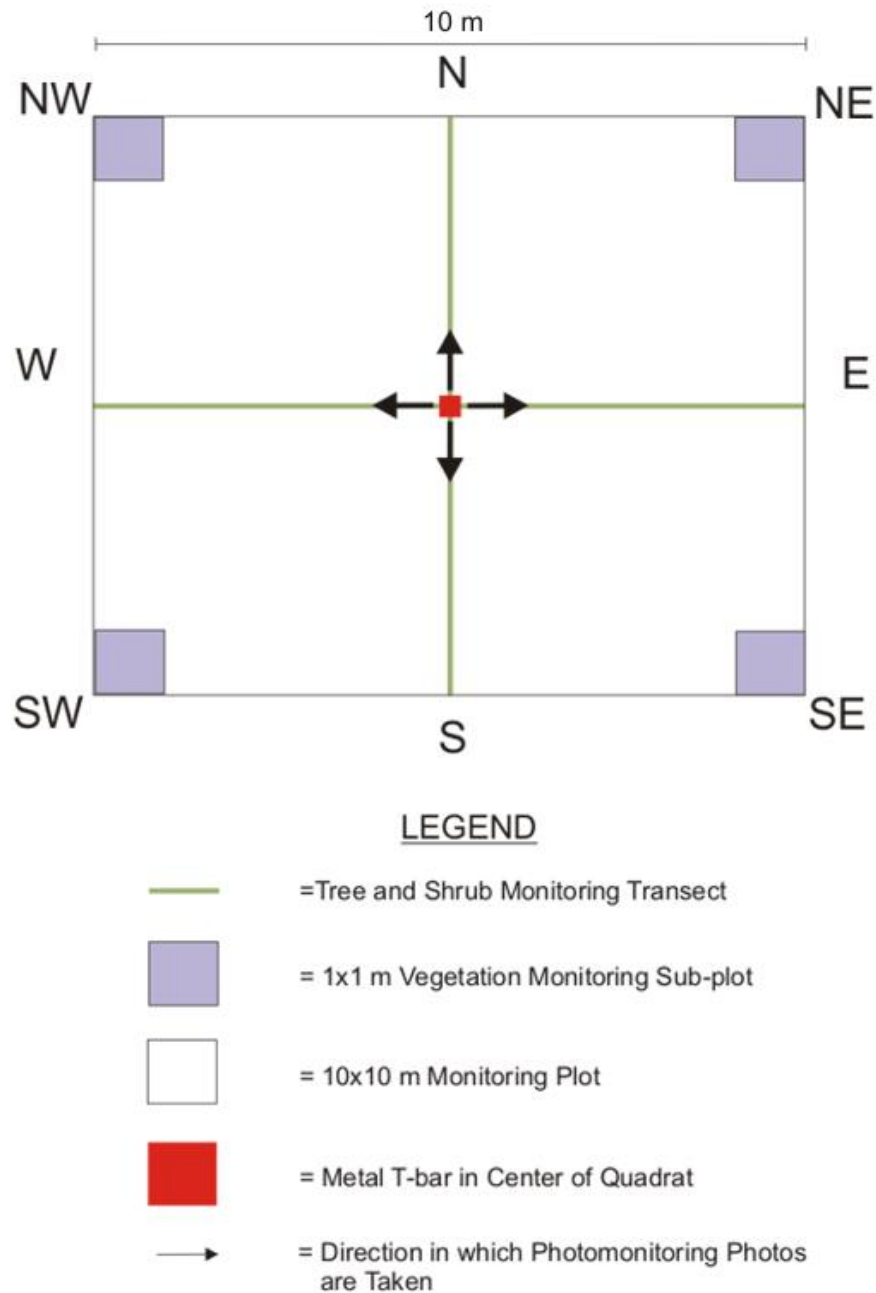


Base Map Source: Operational Plan Page 2 of 6. Stovel and Associates Inc. 2010.



Trees or shrubs which were <10cm DBH were identified as being within the understory category for height class. For consistency between all six 10x10 m quadrats, the one transect line that was sampled ran north-south and the other ran east-west across each 10x10 m quadrat. Along each of the tree and shrub transect lines data was collected for a 1 m wide area centered along the entire transect. Standing dead trees were also recorded, along with the strata in which they occurred. An example of a completed data sheet from 2013, with data from the tree and shrub transect, is contained in Appendix 2.

**Figure 2. Vegetation Monitoring Plot Layout and Position and Direction of Photomonitoring.**



A digital soil moisture meter (Vegetronics VG-METER-200 and VH-400 soil moisture sensor) was used to provide volumetric water content for soils in each of the six vegetation plots. The soil moisture probe was pressed into the soil until the entire probe was in the soil, and then a reading was taken. Soil moisture content was to be recorded as a percent and was recorded at the north, east, south and west corners of each vegetation monitoring plot, providing 4 soil moisture values from across the plot.

Starting in 2013, the health of each tree or shrub stem encountered along the east-west and north-south transect lines were to be recorded as dead, poor, or good.

It was also recommended by Greg Scheifele that tree health of all trees of >10cm dbh within the entire vegetation plot be recorded. For each tree >10cm dbh within the entire vegetation plot, the tree's health and whether it was a canopy or sub-canopy tree were recorded. We also recorded the same information for standing dead trees.

### **Photomonitoring:**

As outlined in the site plans for the Roszell Pit, photomonitoring was to take place at fixed point locations so that photos can document potential changes to the vegetative conditions within the Speed River Wetland Complex adjacent to the Roszell pit.

Photomonitoring locations were to be located at the steel T-bar in the center of each of the 10x10 m vegetation quadrats. A total of six fixed point photo monitoring locations were set-up in 2012 with photos taken from the steel T-bar facing north, east, south and west, see Figure 2.

### **3.3 Spawning Surveys**

The spawning surveys were to be conducted along Main Creek and Tributaries 7, 8, and 9 located within the Speed River Wetland Complex, to the west of the extraction area of the Roszell Pit. Surveyors wore polarized glasses and walked along each of the streams to be surveyed.

The location, number, size and species of redds were mapped and described on data sheets. Trout redds are the particular focus of the spawning surveys. Weather conditions including wind speed, percent cloud cover, precipitation, and air temperature were recorded during each survey visit and water temperatures were recorded for each of the streams or tributaries which were surveyed.

Observations of trout and their activities were recorded. Substrate conditions and water depth where spawning was observed were to be noted.

Spawning surveys were conducted on two dates: December 5 and 12, 2018 to document the range of spawning dates and locations.

The following approach will be followed in the future to determine whether the pit operation has affected fish habitat in a measureable way:

- Evaluate what the groundwater/hydrology consultant has determined about any significant changes in stream temperature, stream flow, ground water flux relative to meteorological conditions during the study period;
- Determine geographically where ground water/surface water changes have occurred relative to the aggregate pit margins and predicted impact zones;
- Where groundwater/ surface water data show significant changes the potential effects on fisheries data will be carefully inspected for any evidence of changes
- In turn, any significant changes in trout red number and location shifts would be compared with groundwater/surface water data trends.

### **3.4 Salamander Egg Mass Surveys**

As part of the monitoring plan for the pit, annual surveys for salamander egg masses were to be undertaken. Spring 2013 was the first year that salamander egg mass surveys were conducted.

Salamander egg mass surveys were to focus on searching the wetland located in the southwestern end of the Roszell pit property. A survey was to be undertaken at the wetland in the spring once the salamanders have laid their egg masses some time between April to May, as egg laying times are dependent upon weather conditions for each given year. At the beginning of the survey weather conditions including temperature, wind speed, water temperature, and water temperature were to be recorded.

To find and estimate numbers of egg masses of salamanders area searches throughout the wetland were to be conducted. Areas searches involved the searcher wearing chest waiters, and walking throughout the wetland wearing polarized sun glasses, scanning into the water for egg masses. When egg masses were found they were to be identified to species along with number of eggs/egg masses, vegetation egg masses were attached to and any other details worth noting.

### **3.5 Amphibian Call Surveys**

As outlined in the ecological and aquatic monitoring plan amphibian call surveys were to be undertaken once extraction begins, so surveys began in 2013. Amphibian call surveys were undertaken in general accordance with the Marsh Monitoring Program Protocols. Surveys were to be undertaken at the wetland south of the southern most extraction limit for the pit, and at any adjacent properties (with ponds) where landowners provide permission to survey for frogs.

Surveys are to be conducted on three dates from April to June, at least 15 days apart. Night-time air temperature should be greater than 5°C (41°F) for the first survey, 10°C (50°F) for the second survey and 17°C (63°F) for the third survey (MMP 2008). Surveys are to be conducted between one half hour after sunset and no later than midnight (MMP 2008).

Weather conditions will be recorded for each of the surveys conducted, including wind speed, air and water temperature, cloud cover, and precipitation. Each survey station

will be monitored for 3 minutes. Surveys are to be conducted only when wind strength is between 0 and 3 on the Beaufort Scale (MMP 2008).

#### 4.0 MONITORING RESULTS

##### 4.1 Vegetation Monitoring

A total of six permanent vegetation monitoring plots were set up near the eastern edge of the Speed River Wetland Complex, adjacent to extraction area of the Roszell Pit. Vegetation monitoring quadrats were set up on September 28, 2012 (Plots A, B, and C) and October 1, 2012 (Plots D, E, and F).

The UTM co-ordinates (obtained with a hand-held GPS) for vegetation monitoring plots A to F, are shown in Table 1.

**Table 1. UTM Co-ordinates for the Center of Vegetation Monitoring Plots and Photo Monitoring Locations**

Plot Name	UTM Co-ordinates
Plot A	17T 0557139 4812349
Plot B	17T 0557132 4812259
Plot C	17T 0557057 4811973
Plot D	17T 0557042 4811849
Plot E	17T 0557005 4811745
Plot F	17T 0557017 4811664

As outlined in the ecological and aquatic monitoring site plans, vegetation monitoring was to be conducted in the spring and late summer. The first late summer vegetation information was conducted on September 28 and October 1, 2012, while the first set of spring vegetation information was collected on May 30, 2013. The 2013 late summer vegetation inventory was conducted on September 20<sup>th</sup>.

It was noted when setting up the vegetation plots that cattle from the farm to the north of the Roszell Pit had access to the Speed River Wetland Complex in the area of vegetation plots A and B. It was evident during the spring and fall 2018 monitoring that the cattle still had access to the areas of vegetation plots A and B.

The dominant taxa, their percent cover, and total number of species for each sub-plot for vegetation plots A to F during Spring 2013 to 2018 is summarized in Appendix 3. The late summer vegetation survey results showing dominant taxa, their percent cover, and total number of species for each sub-plot for vegetation plots A to F from 2012 to 2018 are provided in Appendix 4.

Tree and shrub data within the vegetation plots collected during the late summer vegetation monitoring, at each of the six monitoring plots are summarized below.

### **2018 Survey Results:**

The 2018 Spring vegetation plot survey was conducted on May 30, 2018 and the Fall survey was conducted on September 12, 2018. The data from vegetation plots A to F are summarized below. A summary by species and sub-plot of the percent cover by certain species in Spring from 2013 to 2018 is provided in Appendix 3, and the data from the Fall 2013 to 2018 surveys is summarized in Appendix 4.

The tree and shrub transects are summarized in the following text for each vegetation plot with the numbers found in 2018 listed, and for reference the 2017 values are provided in brackets after the 2018 survey values.

#### **Vegetation Plot A:**

Vegetation plot A was located in the upslope area where seepage begins which becomes Tributary #4, see Figure 1. Areas of rutted soils within vegetation Plot A were evident again in 2018 throughout the area as a result of cattle foraging within the vegetation plot area. In Spring 2018 surface water was present in all sub-plots (same as in 2017) and in Fall 2018 standing water was also present (same as it was in 2017). In the Spring, water was present 1-2cm depth and 1-3cm depth in Fall 2018.

The tree and shrub transect data:

A generally limited abundance of trees and shrubs are present within vegetation Plot A. Using the revised 2013 methodology the east-west transect had three species: Glossy Buckthorn 4(4), Yellow Birch 1(1) and Eastern White Cedar 4(4) were recorded in 2018.

The north-south transect had a dead Chokecherry (1) (where the top half was broken and bent over) and Yellow Birch 1(1) and Eastern White Cedar 4(4). All understory trees and shrubs were identified to be in good health like in all previous years (except the broken and dead Chokecherry). There were no trees (>10 cm dbh) within the entire vegetation plot in 2018, same as in previous years.

#### **Vegetation Plot B:**

Vegetation Plot B was located approximately 33m to the southwest of Plot A, near the eastern wetland edge of the Speed River Wetland Complex. Vegetation Plot B was located in the upstream seepage area of Tributary #6, see Figure 1. In 2018 there was some evidence of cattle within the plot in the Spring but by Fall there was much rutting, trampling and grazing by cattle throughout the plot.

There was no surface water present in Spring 2018 (Northeast sub-plot in Spring 2017 had standing water) with soils being damp but not saturated. No surface water was present in any of the sub-plots in Fall 2018, with SE, SW, and NE plots having damp soils but the NW plot having saturated soils, similar to the 2016 findings, while in 2017 the SW and NE plot soils were considered saturated.

The tree and shrub transect data:

Tree and shrub transect data indicates Plot B contains slightly more trees and shrubs than Plot A (and similar in that they were all in the understory), but it is still a generally open habitat of predominantly herbaceous vegetation.



Species present within the east-west transect included Glossy Buckthorn 13(10), Eastern White Cedar 12(9), Yellow Birch 2(2), Red-Osier Dogwood 1(0); in the north-south transect Glossy Buckthorn 14(11), Yellow Birch 4(4), and Eastern White Cedar 6(4).

Within the entire vegetation plot there were no trees that were >10 cm dbh. No dead trees or shrubs were located within the north-south or the east-west transects. Cattle grazing in the vegetation plot is believed to still account for some of the variance between years in the vegetation sub-plots, and significant ruts and upturned bare soil patches created by cattle still persist in 2018.

### **Vegetation Plot C:**

The vegetation Plot C was located in fresh-moist cedar swamp. Vegetation Plot C was located in the upstream seepage area of Tributary #7 and near drive point piezometer DP8, see Figure 1. The vegetation plot is on a slope with scattered seeps which flow downslope towards the cedar swamp. Surface water was present in only 1 of 4 sub-plots (Southeast) in the Spring 2018 at <1 cm (compared to 1-2cm in 2016 and 2017) and in the same sub-plot 1-2mm of flowing water was observed in the Fall 2018 (compared to 2 cm in 2016 and 2017). In Spring and Fall 2018 and 2017 sub-plots NE, NW and SW were noted to have damp soil, not saturated soils.

Tree and shrub diversity within the transects continues to be limited, with only two species being present, Glossy Buckthorn and Eastern White Cedar. In the understory along the east-west transect Glossy Buckthorn 5(3) and Eastern White Cedar 3(3) were recorded to be present and in good health. Along the north-south transect line in 2018 Eastern White Cedar 7 (7) were recorded. Eastern White Cedar was the only tree species present at >10cm dbh, with trees found in good health 16(18), fair health 8(7), and none in poor health.

### **Vegetation Plot D:**

The vegetation Plot D was located in wet cedar swamp located in the upstream seepage area which enters Tributary #8 near the eastern edge of the wetland. Vegetation Plot D was located just east of drive point piezometer DP3. This vegetation plot is on a slope with scattered seeps with marl deposits. Standing water was present in the NW sub-plot in Spring (<1cm deep) and flowing water was present in Fall 2018 at 2-5mm in depth (while in Spring and Fall 2017 or in 2016 no surface water was present in any sub-plots). In 2018 the SE and NW sub-plots had saturated soils while the SW and NE had damp soils noted. More areas in 2018 had saturated soils in Spring and Fall than in 2017 and 2016. This is suggestive of overall wetter soils being present in Plot D in 2018, compared with previous years.

Within vegetation Plot D no tree or shrub species were encountered along the north-south or east-west transects in 2018 or in any other of the survey years. This vegetation plot is located within cedar swamp, with Eastern White Cedar and Yellow Birch as the tree species of >10 cm dbh which were present within the entire plot. Eastern White Cedar was present in good health 17(19), and Yellow Birch 2 (2) were recorded in good health since 2015. The reason that fewer Eastern White Cedars were

recorded in 2017 is likely not due to die out of trees but from some trees not being counted in 2017 since some trees in the plot are at the cusp of being at the 10cm dbh size.

### **Vegetation Plot E:**

The vegetation Plot E was located in fresh-moist cedar swamp. Vegetation Plot E was located in a seepage area approximately 30m downslope of the trail along the Speed River, in the bottomlands of the cedar swamp. The seepage area in which vegetation plot E was located is part of Tributary #9 and is located downslope of drive point piezometer DP7, see Figure 1.

In 2018 no surface water was recorded in the Spring or Fall, but in 2017 the NW sub-plot had standing water in the Spring. No surface water was present in any of the sub-plots in 2016, similar to that in 2018.

The Spring 2018 sub-plots in the NE, SW, SE had damp soils but in 2017 they were noted to be saturated soils.

The SE sub-plot was noted to have saturated soils in Fall 2018 and 2017, while the NW sub-plot also had saturated soils in Fall 2018, but not in 2017.

Tree and shrub species along the north-south and east-west transects at >1m in height were very limited in this vegetation plot. Along the east-west transect Glossy Buckthorn 4(3) were present in good health, 1(1) Glossy Buckthorn was recorded as dead (since 2014). There were no shrubs recorded along the north-south transect in 2018, which has been the same since 2014.

There were four species of trees and shrubs of >10cm dbh found within the entire vegetation plot, including: Eastern White Cedar, Yellow Birch, Speckled Alder, and Black Ash. Within the entire vegetation Plot E there were 14(14) Eastern White Cedar found in good health, 6(6) Yellow Birch were found in good health, 1(1) Speckled Alder was in good health, and 1(1) Black Ash was found dead in 2018 but was listed as being in poor health in 2017.

### **Vegetation Plot F:**

The vegetation Plot F was located in the bottomlands of a fresh-moist cedar swamp, dense with Eastern White Cedar. Vegetation Plot F was located in a seepage area downslope of the trail along the Speed River, to the west of the southeastern corner of the extraction area of the Roszell Pit. The closest drive point piezometer is DP7, to the northeast. Vegetation plot F is not in a seepage area which contributes to a tributary through surface water flow, Tributary #9 is the closest tributary to this vegetation plot and is located to the west of it.

In Spring 2018 the SE sub-plot had flowing water at 4-5mm deep (3-4mm deep in 2016 and 2017). In Spring 2017 surface water was also present in the NW sub-plot at 1-2mm deep (2-3mm in 2017 and 1-2cm deep in Spring 2016). The SE sub-plot in Fall 2018 had 1-2mm of flowing water, while in 2017 water was noted to be 2-4mm deep and 2-

5mm in 2016. The NW sub-plot had no standing water in Fall 2018 but soils were very saturated, and when compared to other years like 2017 when 4-6mm deep water was present, and in 2016 there was 1mm of water; the plot shows high variability. The NE and SW sub-plots had no surface water noted during either Spring or Fall in 2018 or 2018.

The tree and shrub transect data from vegetation Plot F indicates a limited understory, as no tree or shrub species were present along the east-west or north-south transects in any of the survey years to date (young Eastern White cedar are present but are all <10cm dbh at this time). Tree and shrubs species within the entire vegetation plot of >10cm dbh include Eastern White Cedar, Glossy Buckthorn, Tamarack, and White Birch. Eastern White Cedar was present in good health 21(19), one Glossy Buckthorn was present in good health (no change since 2014), and White Birch in good health 2(1). There were 2 standing dead Tamarack noted in 2018 (lower trunks still standing since 2013).

#### **Photo Monitoring Stations:**

A total of six fixed point photo monitoring stations were established in 2012, which provide baseline photos of the Speed River Wetland Complex located to the west of the Roszell pit. Photos were taken at each photo monitoring station facing north, east, south and west, from the center T-bar of the 10x10 m plots. A photo from each of the six vegetation plots in Spring 2018 is shown in Appendix 5. A photo from each of the six vegetation plots in Fall 2018 is shown in Appendix 6.

#### **4.3 Trout Spawning Surveys**

Two surveyors, Kevin Dance and Ken Dance, undertook the trout spawning surveys in 2012, 2013, and 2014. The Main Creek and Tributaries #7 & 8 were surveyed on November 7<sup>th</sup> and December 5<sup>th</sup> in 2012. Tributary 9 was surveyed on November 9<sup>th</sup> and December 6<sup>th</sup> in 2012. During the 2013 spawning period the Main Creek and tributaries #7, 8, and 9 were surveyed for trout redds on November 27<sup>th</sup> and December 10<sup>th</sup>, 2013. A summary of the survey dates and weather conditions during searches for trout redds from 2015 to 2018 are shown in Table 2.

In 2015 spawning surveys were conducted on two separate dates for each of the creeks surveyed. With fewer trout redds being found over the two separate surveys for each creek, in December 2015, an additional survey was conducted in January 2016. The January 2016 survey was to identify whether any additional trout redds were present in the creeks being surveyed once the temperatures became cooler in case this had triggered Brook Trout spawning.

The locations of the Main Creek and Tributary #7, 8 and 9, are all shown on Figure 1.

**Table 2. Summary of Dates and Weather Conditions for Trout Redd Surveys on the Main Creek, and Tributaries #7, 8, and 9 from 2015 to 2018.**

Year	Survey Date	Weather Conditions
2015	December 3	Air Temp. = 2 <sup>0</sup> C; Wind = 10-20 km/hr; Percent Cloud = 100%; No Precip.; Water Temperature: Main Creek & Trib #8 & 9 = 9 <sup>0</sup> C
	December 4	Air Temp. = 5 <sup>0</sup> C; Wind = 5-10 km/hr; Percent Cloud = 100%; No Precip.; Water Temperature: Main Creek = 7 <sup>0</sup> C, Trib #7 = 8 <sup>0</sup> C
	December 17	Air Temp. = 5 <sup>0</sup> C; Wind = 5-10 km/hr; Percent Cloud = 20-40%; No Precip.; Water Temperature: Main Creek, Trib# 8 & 9 = 8 <sup>0</sup> C, Trib #7 = 10 <sup>0</sup> C
2016	January 28	Air Temp. = -1 <sup>0</sup> C; Wind = 5-10 km/hr; Percent Cloud = 100%; light snowfall.; Water Temperature: Main Creek = 4 <sup>0</sup> C, Trib #7 = 6 <sup>0</sup> C
	December 7	Air Temp. = 1.5 <sup>0</sup> C; Wind = <10 km/hr; Percent Cloud = 40%; no precip.; Water Temperature: Main Creek = 5.5 <sup>0</sup> C
	December 9	Air Temp. = 2 <sup>0</sup> C; Wind = 6-8 km/hr; Percent Cloud = 40%; no precip.; Water Temperature: Main Creek = 5 <sup>0</sup> C, Trib #7 = 8 <sup>0</sup> C; Trib#8 & 9 = 7 <sup>0</sup> C
2017	November 26	Air Temp. = 0 <sup>0</sup> C; Wind = 5-10 km/hr; Percent Cloud = 90%; no precip.; Water Temperature: Main Creek = 5 <sup>0</sup> C,
	November 27	Air Temp. = 2 <sup>0</sup> C; Wind = 3-5 km/hr; Percent Cloud = 40%; no precip.; Water Temperature: Main Creek = 5 <sup>0</sup> C, Trib #7 = 8.8 <sup>0</sup> C, Trib.#8 & 9 = 8.1 <sup>0</sup> C
	December 14	Air Temp. = -12 <sup>0</sup> C; Wind = 0 km/hr; Percent Cloud = 20%; no precip.; Water Temperature: Main Creek =1.2 <sup>0</sup> C, Trib #7 = 8.8 <sup>0</sup> C, Trib.#8 =5.9 <sup>0</sup> C & Trib.#9 = 5.4 <sup>0</sup> C
	December 15	Air Temp. = -7 <sup>0</sup> C; Wind = 1-5 km/hr; Percent Cloud = 90%; light snow; Water Temperature: Main Creek =3.2 <sup>0</sup> C
2018	December 5	Air Temp. = -3 <sup>0</sup> C; Wind = 0 km/hr; Percent Cloud = <10%; no precip.; Water Temperature: Main Creek = 4.0 <sup>0</sup> C
	December 12	Air Temp. = -2 <sup>0</sup> C; Wind = 0 km/hr; Percent Cloud = 70%; no precip.; Water Temperature: Trib. #7 = 6.6 <sup>0</sup> C; Trib. #8 = 8.3 <sup>0</sup> C; Trib. #9 =7.2 <sup>0</sup> C

Brook Trout redds have been found annually from 2012 to 2018 in both Tributary 7 and the Main Creek channel, the approximate locations of Brook Trout redds are shown on Figure 1. In 2015 fewer than normal trout redds were found in the Main Creek and none were found in Tributary #7 like previous years, but by January 2016 7-9 redds were found in total in the Main Creek and 2 redds were present in Tributary #7. Previous years field data sheets have been archived for future reference.

The results of the 2012 and 2013 trout spawning surveys are summarized in Table 3 (considered pre-extraction survey years), and the 2014 to 2018 survey results are provided in Table 4. Table 3 and 4 both list the redd numbers by watercourse for each year. The 2013 trout spawning survey was the first data collected after part of a year of aggregate extraction occurred at the Roszell Pit.

**Table 3. Summary of 2012 and 2013, Pre-extraction, Brook Trout Spawning Surveys, Roszell Pit.**

	Tributary Name	Station Location	Number of Redds	Total Number of Redds
2012	Main Creek	M-1	2 to 3	8 to 9 redds
		M-2	2	
		M-3	1	
		M-4	3	
	Tributary 7	7-1	2	5 redds
		7-2	2	
7-3		1		
Tributary 8 and 9		No redds	0	
2013	Main Creek	M-1 (13)	3	19 redds
		M-2 (13)	3	
		M-3 (13)	6	
		M-4 (13)	5	
		M-5 (13)	2	
	Tributary 7	7-1	1	5 redds
		7-2	4	
		7-3	0	
	Tributary 8 & 9	No redds	No redds	0

The Main Creek has consistently had the most redds present each year for all the creeks surveyed. The numbers of redds present in the Main Creek in 2013 was double that of 2012. In 2014, a total of 9-10 redds were identified at 4 different locations on the Main Creek. The reduced number in trout redds found in 2015 is believed to be the result of the unusually warm temperatures in December 2015, when temperatures rarely went below freezing, the warm weather was reflected in the warmer water temperatures recorded in December 2015 in all of the creeks sampled, when compared with previous monitoring years. The warm air and water temperatures in December 2015 were believed to have resulted in limited spawning of Brook Trout in the creeks that were surveyed. The January surveys indicated more spawning occurred after the December survey dates but still a reduced amount of spawning occurred overall. In December 2016 the Main Creek had the second highest number of fish redds found over all of the study years, with 15-16 redds being found.

The 2018 survey in December indicates that another good spawning season took place in the Main Creek. The December trout redd surveys identified a total of 13 Brook Trout redds in the main Creek in 2018, just like in 2017. The redds in 2018 were found at five different locations along the creek (compared to 9 locations in 2017), mostly in typical

**Table 4. Summary of 2015 to 2018, Extraction years, Brook Trout Spawning Surveys, Roszell Pit.**

	<b>Tributary Name</b>	<b>Station Location</b>	<b>Number of Redds</b>	<b>Total Number of Redds</b>
<b>2015</b>	<b>Main Creek</b>	M-1(15)	1	<b>2-3 redds</b>
		M-2(15)	1 to 2	
	<b>Tributary 7</b>	No redds	No redds	<b>0</b>
<b>Jan. 2016</b>	<b>Main Creek</b>	M-1B(16)	1	<b>5-6 redds</b>
		M-1C(16)	3	
		M-5(16)	1 to 2	
	<b>Tributary 7</b>	7-2A(16)	1	<b>2 redds</b>
		7-2B(16)	1	
<b>Dec. 2016</b>	<b>Main Creek</b>	M-16A	1	<b>15-16 redds</b>
		M-16C	1	
		M-16D	3-4	
		M-16E	4	
		M-16F	1	
		M-16G	1	
		M-16H	1	
	M-16I	3		
	<b>Tributary 7</b>	7-1(16)	1	<b>6 redds</b>
		7-2(16)	2	
7-3(16)		3		
<b>Nov/ Dec. 2017</b>	<b>Main Creek</b>	M-1(17)	1	<b>13 redds</b>
		M-2(17)	1	
		M-3(17)	1	
		M-4(17)	5	
		M-5(17)	1	
		M-6(17)	1	
		M-7(17)	1	
		M-8(17)	1	
	M-9(17)	1		
	<b>Tributary 7</b>	7-1(17)	1	<b>4-5 redds</b>
7-2(17)		2		
7-3(17)		1-2		
<b>Dec. 2018</b>	<b>Main Creek</b>	M-1(18)	3	<b>13 redds</b>
		M-2(18)	1	
		M-3(18)	1	
		M-4(18)	7	
		M-5(18)	1	
	<b>Tributary 7</b>	7-1(18)	1	<b>6-9 redds</b>
		7-2(18)	1-2	
		7-3(18)	2	
		7-4(18)	1-2	
		7-5(18)	1-2	

places where redds had been found during previous years. Like previous years most of the trout redds were found in the northern half of the Main Creek, but three redds were found in one area just upstream of where the creek enters the Speed River. The only other redds over the study period which were found in this area was one in 2017 and one in 2014, see Figure 1. During the December 5, 2018 survey 5 Brook Trout were observed in the Main Creek, which is more trout than has ever been seen on any of the surveys conducted to date.

In total 6-9 Brook Trout redds were found in 2018 in Tributary #7 at five different locations (compared with 2017 where 4-5 redds were found at three locations). The 2018 results at Tributary #7 are the highest for all years surveyed. Tributary #7 had 5 redds distributed over 3 locations in 2012, 5 redds distributed over 2 locations in 2013, and 4 redds distributed over 2 locations in 2014. In December 2015 no trout redds were found in Tributary #7 but 2 redds were present by the January 28, 2016 survey. In December 2016 the greatest number of trout redds on Tributary #7 were found, with 6 redds being present.

The trout spawning surveys conducted over the last 7 years has resulted in no trout redds being found in either Tributaries #8 or #9. One Brook Trout about 6" in length was seen in Tributary #8 on the December 12, 2018 survey.

Based on comparison to the findings in previous years, both pre-extraction and during extraction, the 2018 findings indicate there is continued spawning in the creeks, at typical levels for the Main Creek and Tributary #7.

#### **4.4 Salamander Egg Mass Survey**

Salamander egg mass surveys were conducted in 2018, making it the fifth year of salamander egg mass surveys conducted within the southwestern wetland on the Rozell Pit property. The salamander egg mass survey dates and weather details for the salamander surveys for all of the years of monitoring are provided in Table 5.

In 2015 there was a later Spring thaw than previous years, and a later survey date was thought to be appropriate but May 21, 2015 survey visit resulted in no salamander egg masses being found within the survey pond. With no salamander eggs/egg masses being found during the May survey visit a second was conducted on June 3, 2015, which also resulted in no salamander eggs or larvae being found.

The 2016 survey was then conducted early in the season to ensure that the salamander egg masses were not missed, as well an early thaw took place in Spring 2016. The survey was conducted on March 30, 2016. Similarly, in 2017 an early survey was conducted on March 28, 2017 to make ensure eggs were not being laid early in 2017.

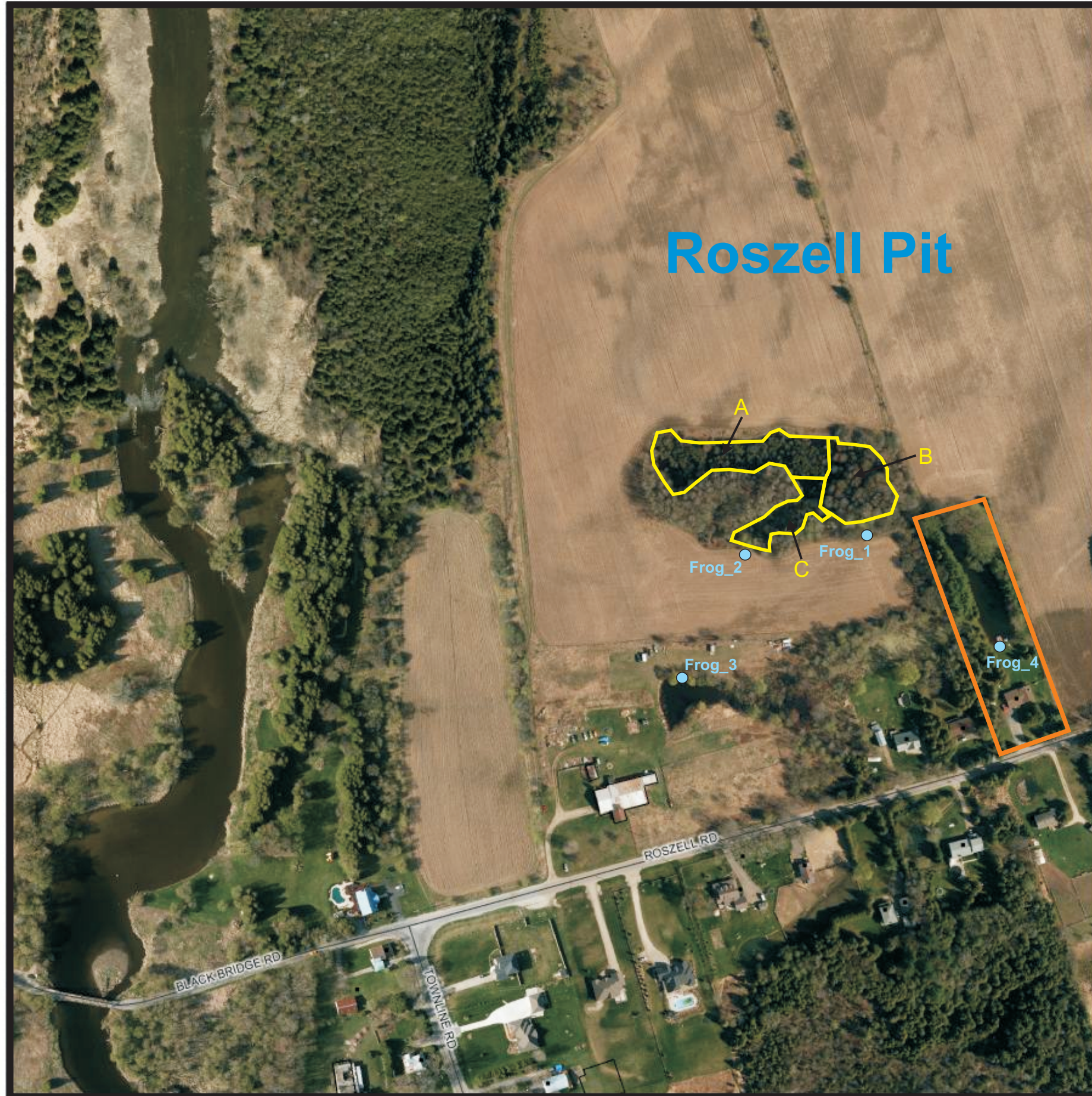
**Table 5. Salamander Egg Mass Survey Details 2013 to 2018.**

<b>Survey Date</b>	<b>Survey Details (Weather)</b>
<b>April 30, 2013</b>	12:00 hrs to 15:25 hrs temperature: 19°C; wind: 8 km/hr; water temperature: 15.4°C; cloud <70%; no precipitation, and water pH: 8.0
<b>May 9, 2014</b>	11:20 hrs to 14:09 hrs. temperature: 24°C; wind: 6.6 km/hr; water temperature: 18.3°C; cloud 40%; no precipitation, and water pH: 8.4
<b>May 21, 2015</b>	13:57 hrs to 15:21 hrs temperature: 18°C; wind: 3.7 km/hr; water temperature: 16.1°C; cloud 40%; no precipitation, and water pH: 7.8
<b>June 3, 2015</b>	13:55 hrs to 15:32 hrs temperature: 22°C; wind: 5-10 km/hr; water temperature: 21°C; cloud 60%; no precipitation, and water pH: 7.3
<b>March 30, 2016</b>	12:23 to 14:21 hrs temperature: 8°C; wind: 10-15 km/hr; water temperature: 8.6°C; cloud 40%; no precipitation, and water pH: 7.7
<b>March 28, 2017</b>	13:00 to 14:08 hrs temperature: 10°C; wind: 5-15 km/hr; cloud 60%; no precipitation
<b>April 11, 2017</b>	14:19 to 14:40 hrs temperature: 20°C; wind: <5 km/hr; water temperature: 18.1°C; cloud 30-40%; heavy precipitation, and water pH: 7.1
<b>April 12, 2017</b>	11:40 to 14:00 hrs temperature: 10°C; wind: 5-10 km/hr; water temperature: 11°C; cloud 80-90%; no precipitation, and water pH: 7.5
<b>April 24, 2018</b>	11:20 to 13:09 hrs temperature: 9°C; wind: 0-5 km/hr; water temperature: 12°C; cloud 60%; no precipitation, and water pH: 7.3

A total of 12 general areas where salamander egg masses were concentrated were found in the wetland in 2013, and a total of 13 areas were found in 2014. In 2016 a total of 6 main areas with high concentrations of eggs were noted. The 2017 surveys noted 9 areas where egg masses were concentrated within the wetland. Many more salamander egg masses were present in 2017 than during any previous year.

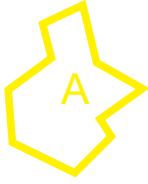


For analysis the wetland was divided into three different areas based on the wetlands ecological characteristics, see Figure 3. Wetland area “A” comprises of Reed Canary Grass and Red-osier Dogwood around the wetland edges and willow thicket through the majority of it. Area “B”, shown on Figure 3, exhibits the characteristics of a Silver Maple swamp, very limited emergent vegetation, with leaves and sticks being predominant in the water column. Area “C” comprises the southern wetland lobe which extends in a southwesterly direction.





**Figure 3. Areas Searched for Salamander Egg Masses, and Amphibian Call Survey Station Locations, Roszell Pit.**

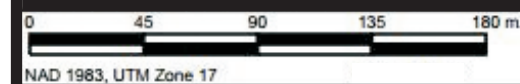
**LEGEND**

- 
 Area Searched for Salamander Egg Masses, Areas "A to C" Categorized by Habitat Type
- 
**Frog\_2** Approximate Amphibian Call Survey Station Location
- 
 Approximate Property Boundary of the Jones Property

Base Map Source: GRCA GRINS mapping 2012



DE-382  
December 14, 2018





Substrates to which the Blue-spotted Salamander egg masses were on from 2013 to 2017 included Reed Canary Grass, sticks, Woolgrass, Bladder Sedge, Poplar leaves, Bittersweet Nightshade, and Red-osier Dogwood. In 2018 the substrates to which egg masses were attached to most frequently were Reed Canary Grass followed by Bitter Nightshade and leaves.

A summary of the 2013 to 2017 findings for the Roszell wetland are provided in Table 6. The April 24, 2018 survey visit did not result in any Spring Peeper eggs masses being found also found within the wetland, unlike previous years. The Amphibian Call survey results in 2018 indicated a later breeding season for Spring Peepers as loud chorus' were still heard on the May survey, which may explain the absence of Spring Peeper egg masses during the salamander egg mass survey.

The 2018 survey resulted in Blue-spotted Salamander eggs being found in wetland area "A" only, and with the second highest count ever for that area, with more egg masses counted in 2018 than total for all locations, in 4 of the 6 years surveyed. In wetland area "B" a few egg masses have been found historically during the survey, with 2 of 6 years having no egg masses counted in that area. No egg masses were found in wetland area "B" in 2018. In wetland area "C" in 2018 there was a small area where a total of 46 egg masses were found in the middle of the polygon, which is the highest count in all six survey years for wetland area "C". Despite no egg masses being found in wetland area "B" in 2018, the total count of egg masses within the entire wetland itself were still at the second highest ever recorded, second only to the 2017 survey year. It was noted in wetland area "C" that the egg masses found were very difficult to see as they were attached to the underside of old reed canary grass stems that were submerged in the wetland.

Based on the numbers of egg masses observed in 2018 it appears that the wetland is still supporting the Blue-spotted Salamander population and continues to be used for breeding.

**Table 6. Summary of Total Number of Salamander Egg Mass Found in 2013 to 2018.**

		Number of Egg Masses Counted					
Wetland Area	Species	2013	2014	2015	2016	2017	2018
A	Blue-spotted Salamander	46	147	0	571	1785	1439
B	Blue-spotted Salamander	9	39	0	32	16	0
C	Blue-spotted Salamander	3	4	0	0	22	46
<b>Total # Egg Masses</b>	Blue-spotted Salamander	58	190	0	603	1823	1485

#### 4.4 Amphibian Call Surveys

Amphibian call surveys were conducted starting in 2013 at two wetlands, one to the south of the southern extraction limit of the pit (Roszell Wetland) and the other a small wetland to the southwest of the Roszell Wetland (Wetland A). Adjacent landowners with a pond/wetland on their property were also contacted in Spring 2013 by CBM staff to see if any would allow for frog call surveys to be undertaken on their property. One land owner, Denise Jones, gave permission to conduct the amphibian surveys on her property (#6512 Roszell Road), see Figure 2 for its location. Amphibian call surveys were conducted at all of the same locations from 2013 to 2018.

Amphibian call surveys were conducted on April 26, May 9 and June 11, 2018. Details of the weather conditions and survey dates for each year of amphibian call surveys, from 2014 to 2018, are shown in Table 7.

The results of the 2018 amphibian call surveys for each of the 4 point count stations (including the Jones Property) where data were collected are summarized in Table 8. The results from 2017 to 2013 are shown in Table 9 to 13, respectively. Since 2013 a total of six different species have been heard/observed during the amphibian call surveys, with five species heard/observed in 2013, 2014, 2016, 2017 and four species heard/observed in 2015.

In 2017 at Frog\_1, three species of frog were recorded (Spring Peeper, Green Frog and Grey Tree Frog) with Spring Peeper and Grey Tree Frog recoded with maximum call codes of 3. In 2013, 2015 and 2016 four species were heard at this station, with the missing species in 2017 being Wood Frog, which during the years it was heard had a call code of 3. Wood Frog was also not heard in 2014 at Frog\_1, when only two frog species were heard at this station. The 2014 survey results at station Frog\_1 were the lowest of all the years to date based on number of species heard and lower call codes heard.

In 2017 at Frog\_2, Spring Peeper and Grey Tree Frog, were recorded with a maximum call code of 3, with lower call codes recorded for Wood Frog (2) and Green Frogs (1). At Frog\_2 Spring peepers have been heard consistently every year since 2013 at this station and recorded at call code 3. Review of the data at this station from 2013 to 2017, the number of species recorded at this station alternates yearly between 4 and 3 species being heard. Grey Tree Frog call code levels seem to change in an almost three year cycle (where from 2014 call code levels decrease a level each year to call code 1 in 2016, and then rose back to call code 3 in 2017). Call code levels for Green Frog seem to be variable year to year.

At Frog\_3 in 2017, four species of frog were heard similar to 2015 and 2013. Spring Peeper was heard at Frog\_3 in 2017 but seems to alternate between being present or not present on an annual basis (none were heard in 2014 and 2016), and call codes have never exceed call code 2 at this station. Green Frog also seems to alternate

**Table 7. Amphibian Call Survey Dates and Weather Conditions, Roszell Pit 2014 to 2018.**

<b>Survey #</b>	<b>Survey Date</b>	<b>Time (hrs)</b>	<b>Weather Conditions</b>
<b>2018</b>			
1	April 26, 2018	20:52 to 21:35	Air Temp. = 10.5 <sup>0</sup> C; Water Temp. = 11.5 <sup>0</sup> C to 13.1; Wind = 0 (Beaufort); Percent Cloud = <5%; No Precip.; Water pH = 6.7 to 7.2
2	May 9, 2018	21:02 to 21:42	Air Temp. = 19 <sup>0</sup> C; Water Temp. = 19.2 <sup>0</sup> C to 20.0; Wind = 2 (Beaufort); Percent Cloud = 50%; No Precip.; Water pH = 6.8 to 7.2
3	June 11, 2018	21:02 to 21:49	Air Temp. = 19 <sup>0</sup> C; Water Temp. = 19 <sup>0</sup> C to 19.9; Wind = 0 (Beaufort); Percent Cloud = 0%; No Precip.; Water pH = 7.3 to 7.4
<b>2017</b>			
1	April 13, 2017	20:32 to 20:52	Air Temp. = 10 <sup>0</sup> C; Water Temp. = 7.6 <sup>0</sup> C ; Wind = 0 (Beaufort); Percent Cloud = 20%; No Precip.; Water pH = 7.6 to 7.9
1	April 19, 2017	20:08 to 20:25	Air Temp. = 11.5 <sup>0</sup> C; Water Temp. = 12.7 <sup>0</sup> C ; Wind = 1 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 8.4
2	May 23, 2017	21:02 to 21:32	Air Temp. = 17 <sup>0</sup> C; Water Temp. = 17.3 <sup>0</sup> C ; Wind = 0 (Beaufort); Percent Cloud = 80%; No Precip.; Water pH = 7.3 to 8.1
3	June 28, 2017	21:21 to 22:08	Air Temp. = 20 <sup>0</sup> C; Water Temp. = 21.1 <sup>0</sup> C ; Wind = 0 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.5 to 8.5
<b>2016</b>			
1	Mach 30, 2016	20:00 to 20:33	Air Temp. = 13.7 <sup>0</sup> C; Water Temp. = 7.9 <sup>0</sup> C ; Wind = 1 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.5 to 8.2
2	May 25, 2016	19:18	Air Temp. = 23.1 <sup>0</sup> C; Water Temp. = 21.8 <sup>0</sup> C ; Wind = 0 (Beaufort); Percent Cloud = 80%; No Precip.; Water pH = 8.4
2	May 26, 2016	21:16 to 21:38	Air Temp. = 22.1 <sup>0</sup> C; Water Temp. = 10.8 <sup>0</sup> C ; Wind =0(Beaufort); Percent Cloud = 50%; No Precip.; Water pH = 7.0 to 8.6
4	June 17, 2016	21:35 to 22:16	Air Temp. = 23 <sup>0</sup> C; Water Temp. = 24.2 <sup>0</sup> C ; Wind = 1 (Beaufort); Percent Cloud = 0%; No Precip.; Water pH = 7.7 to 8.3
<b>2015</b>			
1	April 15, 2015	20:35 to 21:20 hrs	Air Temp. = 11 <sup>0</sup> C; Water Temp. = 10.8 <sup>0</sup> C ; Wind = 1 (Beaufort); Percent Cloud = 80%; No Precip.; Water pH = 7.7 to 8.5
2	May 6, 2015	20:42 to 21:31 hrs	Air Temp. = 20 <sup>0</sup> C; Water Temp. = 15.8 <sup>0</sup> C ; Wind = 0 (Beaufort); Percent Cloud = 80%; No Precip.; Water pH = 7.7 to 8.2
3	June 16, 2015	21:19 to 21:52 hrs	Air Temp. = 21.6 <sup>0</sup> C; Water Temp. = 18.2 <sup>0</sup> C ; Wind = 1 (Beaufort); Percent Cloud = 0%; No Precip.; Water pH = 6.8 to 8.1
<b>2014</b>			
1	April 11, 2014	20:05 to 21:05 hrs	Air Temp. = 9 <sup>0</sup> C; Water Temp. = 8.8 <sup>0</sup> C ; Wind = 2 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.6 to 8.5;
2	May 21, 2014	21:20 to 22:41 hrs	Air Temp. = 9 <sup>0</sup> C; Water Temp. = 8.8 <sup>0</sup> C ; Wind = 2 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.6 to 8.5;
3	June 26, 2014	21:36 to 22:03 hrs	Air Temp. = 9 <sup>0</sup> C; Water Temp. = 8.8 <sup>0</sup> C ; Wind = 2 (Beaufort); Percent Cloud = 100%; No Precip.; Water pH = 7.6 to 8.5

between being present in small numbers (call code 1) and not being present at all (none heard in 2013 or 2014). Grey Tree Frog has been heard each year at this station alternating each year between call level codes of 1 or 2. Northern Leopard Frog has been heard on only two of the five years of survey and only at call level code of 1, the current data set shows it being recorded every 4 years.

At survey station Frog\_4 (Jones Property) in 2017 only one species was heard, Green Frog at call level code 2. Green Frog had not been heard at this station prior to 2016 and was heard at call level code 1 in 2016. 2016 has been the only year when more than one species was heard at this station, with Green Frog and Bullfrog both heard at call code 1. In 2015 and 2013 no frog species were recorded calling/observed, and in 2014 only Bullfrog at call level code 1, was recorded.

Overall, the 2017 amphibian survey results compared with the previous 4 years, indicate no significant change other than what appears to be typical yearly variation in amphibian breeding. Wood Frog, Grey Tree Frog and Spring Peeper throughout the five years of monitoring to date, have continued to have call codes of 2 or 3, indicating continued strong breeding populations for those species.

**Table 8. Summary of 2018 Amphibian Call Surveys by Species, Call Level Code and Station Number, Roszell Pit, Puslinch.**

Species	Survey Visit #	Survey Station Number			
		Frog_1	Frog_2	Frog_3	Frog_4 (Jones Property #6512 Roszell Road)
Spring Pepper	1	3	3	1	-
	2	3	3	2	-
	3	-	-	-	-
Wood Frog	1	3	3	-	-
	2	-	-	-	-
	3	-	-	-	-
Green Frog	1	-	-	-	-
	2	-	-	-	-
	3	-	1	1	1
Grey Tree Frog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-
Northern Leopard Frog	1	1	-	-	-
	2	-	-	-	-
	3	-	-	-	-
Bullfrog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-

**LEGEND:**

**Call level codes (MMP):**

1 = calls can be counted; not simultaneous      2 = some simultaneous call; but distinguishable  
3 = calls not distinguishable individually, overlapping

**Table 9. Summary of 2017 Amphibian Call Surveys by Species, Call Level Code and Station Number, Roszell Pit, Puslinch.**

Species	Survey Visit #	Survey Station Number			
		Frog_1	Frog_2	Frog_3	Frog_4 (Jones Property #6512 Roszell Road)
Spring Pepper	1	3	3	1	-
	2	-	-	-	-
	3	-	-	-	-
Wood Frog	1	-	2	-	-
	2	-	-	-	-
	3	-	-	-	-
Green Frog	1	-	-	-	-
	2	-	-	1	-
	3	1	1	1	2
Grey Tree Frog	1	-	-	-	-
	2	3	3	2	-
	3	-	-	-	-
Northern Leopard Frog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	1	-
Bullfrog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-

**LEGEND:**

**Call level codes (MMP):**

1 = calls can be counted; not simultaneous      2 = some simultaneous call; but distinguishable  
3 = calls not distinguishable individually, overlapping

**Table 10. Summary of 2016 Amphibian Call Surveys by Species, Call Level Code and Station Number, Roszell Pit, Puslinch.**

Species	Survey Visit #	Survey Station Number			
		Frog_1	Frog_2	Frog_3	Frog_4 (Jones Property #6512 Roszell Road)
Spring Pepper	1	3	3	-	-
	2	1	1	-	-
	3	-	-	-	-
Wood Frog	1	3	3	1	-
	2	-	-	-	-
	3	-	-	-	-
Green Frog	1	-	-	-	-
	2	1	-	1	-
	3	-	-	1	1
Grey Tree Frog	1	-	-	-	-
	2	2	1	-	-
	3	1	1	1	-
Northern Leopard Frog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-
Bullfrog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	1

**LEGEND:**

Call level codes (MMP):

1 = calls can be counted; not simultaneous

2 = some simultaneous call; but distinguishable

3= calls not distinguishable individually, overlapping

**Table 11. Summary of 2015 Amphibian Call Surveys by Species, Call Level Code and Station Number, Roszell Pit, Puslinch.**

Species	Survey Visit #	Survey Station Number			
		Frog_1	Frog_2	Frog_3	Frog_4 (Jones Property #6512 Roszell Road)
Spring Pepper	1	3	3	2	-
	2	3	3	2	-
	3	-	-	-	-
Wood Frog	1	3	3	1	-
	2	-	-	-	-
	3	-	-	-	-
Green Frog	1	-	-	-	-
	2	-	-	-	-
	3	1	3	3	-
Grey Tree Frog	1	-	-	-	-
	2	-	-	2	-
	3	2	2	1	-
Northern Leopard Frog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-
Bullfrog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	-

**LEGEND:**

Call level codes (MMP):

1 = calls can be counted; not simultaneous

2 = some simultaneous call; but distinguishable

3= calls not distinguishable individually, overlapping



**Table 12. Summary of 2014 Amphibian Call Surveys by Species, Call Level Code and Station Number, Roszell Pit, Puslinch.**

Species	Survey Visit #	Survey Station Number			
		Frog_1	Frog_2	Frog_3	Frog_4 (Jones Property #6512 Roszell Road)
Spring Pepper	1	2	3	1	-
	2	1	1	1	-
	3	-	-	-	-
Wood Frog	1	-	1	-	-
	2	-	-	-	-
	3	-	-	-	-
Green Frog	1	-	-	-	-
	2	-	-	1	-
	3	-	-	1	-
Grey Tree Frog	1	-	-	-	-
	2	3	3	2	-
	3	-	1	-	-
Bullfrog	1	-	-	-	-
	2	-	-	-	-
	3	-	-	-	1

**LEGEND:**

Call level codes (MMP):

1 = calls can be counted; not simultaneous

2 = some simultaneous call; but distinguishable

3 = calls not distinguishable individually, overlapping

**Table 13. Summary of 2013 Amphibian Call Surveys by Species, Call Level Code and Station Number, Roszell Pit, Puslinch.**

Species	Survey Visit #	Survey Station Number			
		Frog_1	Frog_2	Frog_3	Frog_4 (Jones Property #6512 Roszell Road)
Spring Pepper	1	3	3	-	-
	2	3	3	2	-
	3	-	-	-	-
Wood Frog	1	3	3	-	-
	2	-	-	-	-
	3	-	-	-	-
Green Frog	1	1	-	-	-
	2	-	-	1	-
	3	1	2	1	-
Grey Tree Frog	1	-	-	-	-
	2	-	-	1	-
	3	2	1	-	-
Northern Leopard Frog	1	-	-	-	-
	2	-	-	1	-
	3	-	-	-	-

**LEGEND:**

Call level codes (MMP):

1 = calls can be counted; not simultaneous

2 = some simultaneous call; but distinguishable

3= calls not distinguishable individually, overlapping

**5.0 Discussion**

The 2018 survey results indicate there is still a strong population of Blue-spotted Salamanders laying eggs within the wetland being monitored. The 2018 surveys had the second highest number of salamander eggs counted of all the years of surveys. The 2018 results indicate the highest numbers of egg masses being counted in area “C” ever and slightly less being counted in area “A” in 2018 compared to 2017. It appears that there may be some year to year variation where some egg masses area laid but area “A” is consistently where the greatest number are counted.

The 2018 amphibian surveys indicate continued strong presence of breeding Spring Peepers and Wood Frogs. The Jones Property in 2018 again shows minimal use for breeding amphibians with only a call level code of 1 being recorded for Green Frog. The lack of frog numbers and variety in the Jones Pond is probably due to the fish population present.

Table 8 indicates that during 2018 amphibian call surveys 4 species were heard calling from the habitats immediately adjacent to the survey stations. Strong numbers of Spring Peppers and Wood Frogs were present at stations Frog 1 and Frog 2. This is similar to past years.

Although Grey Tree frog was not heard at any of the 4 inventory stations, a few were heard in the area on May 9, 2018. The timing of the May visit may have been before the Grey Tree Frog breeding peak, since Spring Peeper calling was still strong during the May 9, 2018 visit.

The portion of the Roszell Wetland that was adjacent to station Frog\_1 was dry on June 11, 2018. This area has dried out in the past. In the Jones Pond (Station Frog\_4) large *Rana* tadpoles were noted on April 26 and June 11, 2018.

The 2015 results, which show similar call code levels to that in 2013 at many of the stations, suggesting yearly fluctuations in the populations of the amphibians in the wetlands being inventoried. The variation between 2013 and 2014 findings was thought to be the result of various freezes and thaws and then very long cold periods, which may have resulted in adult mortality during the winter of 2013/14. Overall the 2017 amphibian survey data continues to show the same species diversity and minimal to no changes in call level codes being recorded at the survey stations compared to other monitoring years.

The Fall vegetation plots showed variation in percent cover of some species between 2013 and 2018 at vegetation Plots A and B, but still continues to be the likely result of grazing cattle where the vegetation plots are located. Variations in the percent cover of certain species at the other vegetation plots sampled still typically show changes in only one percent cover category, as has been seen in previous years.

At the six vegetation plots the tree and shrub data suggests there has been minimal change in species presence or health between 2016 and 2017, beyond natural yearly changes, with periodically a few shrubs or trees becoming large enough to count on the transects. There continues to be standing water noted in plots where standing water had been recorded in previous years and at depths similar to what has been recorded historically at the plots (with some sub-plots in 2018 being similar to the 2016 findings). Cattle are still allowed access to the areas where vegetation plots A and B are located which continues to influence conditions in those survey plots.

The 2018 trout redd surveys indicate continued Brook Trout breeding in the tributaries adjacent to the Roszell Pit. The Main Creek which had trout redds found in 2012 has

continued to have trout redds during the 2013 to 2018 period. The Main Creek channel continues to be the location where the most Brook Trout redds are present. Tributary #7 had shown trout redds to be present from 2012 to 2014, but none were found during the 2015 surveys. Redd checks in January 2016 found more redds present in the Main Creek and Tributary #7 than were present in December 2015. The December 2016 and 2017 surveys showed typical numbers of trout redds being present in Tributary #7, and the 2018 data shows continued spawning in Tributary #7.

The 2018 December trout redd surveys suggest that typical levels of Brook Trout spawning is continuing to take place. There does not appear to be any significant impact on Brook Trout spawning in the coldwater creeks adjacent to the Roszell Pit based on comparison of historical data with the 2018 survey findings.

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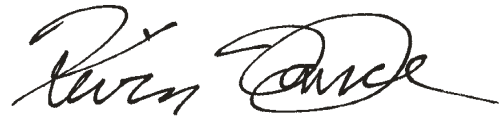
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**Report prepared by:**

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## **APPENDIX 1.**

Example of a Completed  
Herbaceous Vegetation Data Form  
(for a Sub-plot, 2012):  
Roszell Pit

**Dance Environmental Inc.**  
**Herbaceous Monitoring Plots**  
 SPECIES LIST

Site: <b>Roszell Pit</b>	
Sampling Plot #: <b>F</b>	Subplot #: <b>NW</b>
UTM (centre of Plot):	
Date: <b>Oct. 1/12</b>	Time: <b>Start</b>
Surveyor(s): <b>KSD, KWD</b>	End
Weather:	
Water Depth: <b>0</b>	

Species	Solitary	<1%	1-5%	6-15%	16-30%	31-50%	51-75%	76-100%	Notes
Canada mayflower		✓							
Moss sp.				✓					seedlings
Glossy Buckthorn		✓							
Sedge sp.		✓							
Eastern White Cedar	✓								seedling
dead wood		✓							
liverwort sp.	✓								

## **APPENDIX 2.**

Completed Tree and Shrub Inventory Data Form,

Example (Revised 2013 Data Form):

Roszell Pit



Dáncé Environmental Inc.  
Tree Monitoring Inventory

Site: Roszell Pit Plot E

UTM (Centre of Plot):

Date: Time: Start 11:05 End 11:16

Surveyor(s): KSD

Weather: Temp = 22°C; wind = 0-2 km/hr; 100% cloud; light precip off and on

Transect Name: North-south  
Shrubs

Species	Condition (good, fair, poor, dead)	Understorey: Tally
No shrubs		at 1m or taller

Notes:

Condition: To assess condition look for:  
Sores, Soot  
Disease, Fungus  
Rot or damage to Trunk, Roots  
Dead main branches, small branches/twigs  
Lost/dead foliage

Transect Name: East-West  
Shrubs

Species	Condition (good, fair, poor, dead)	Understorey: Tally
Glossy buckhorn	Good	6 stems

Notes:

**Trees:** tree health and numbers within entire 10x10 plot  
all trees >10 dbh

Plot #: E

Species	Condition	Location	Canopy Layer	
			1	2
E.W. Cedar	Good	NE		
		SE		
		SW		
		NW		
Y. Birch	Fair	NE		
		SE		
		SW		
		NW		
Y. Birch	Good	NE		
		SE		
		SW		
		NW		
Bl. Ash	Fair	NE		
		SE		
		SW		
		NW		
		NE		
		SE		
		SW		
		NW		
		NE		
		SE		
		SW		
		NW		
		NE		
		SE		
		SW		
		NW		
		NE		
		SE		
		SW		
		NW		
		NE		
		SE		
		SW		
		NW		

Layers: 1=canopy 2=sub-canopy

Notes: (Note all deadfall in the plots!)

### **APPENDIX 3.**

Summary of 2013 to 2018 Spring Herbaceous  
Vegetation in each Sub-plot

**Appendix 3. Summary of 2013 to 2018 Spring Herbaceous Vegetation in each Sub-plot.**

Plot	Sub-plot	Dominant Taxa Species	2013	2014	2015	2016	2017	2018
			Percent Cover for the Taxa					
A	NE	<i>Glyceria striata</i>	31-50%	31-50%	6-15%	6-15%	16-30%	-
		Creeping Buttercup	6-15%	1-5%	1-5%	<1%	1-5%	1-5%
		Bitter Dock	-	1-5%	1-5%	solitary	solitary	-
	NW	Moss sp.	31-50%	16-30%	16-30%	16-30%	31-50%	51-75%
		Bulblet Fern	16-30%	1-5%	6-15%	6-15%	31-50%	6-15%
		<i>Glyceria striata</i>	16-30%	1-5%	1-5%	1-5%	<1%	-
	SW	E. White Cedar-seedling	31-50%	-	-	Solitary	-	-
		Field Horsetail	16-30%	6-15%	16-30%	16-30%	31-50%	16-30%
		<i>Carex schweinitzii</i>	6-15%	1-5%	1-5%	-	-	-
	SE	Moss sp.	16-30%	6-15%	16-30%	6-15%	16-30%	16-30%
		<i>Agrostis stolonifera</i>	16-30%	6-15%	-	-	-	-
		Watercress	16-30%	-	-	16-30%	6-15%	6-15%
B	NE	Field Horsetail	31-50%	1-5%	6-15%	16-30%	51-75%	31-50%
		<i>Carex Schweinitzii</i>	16-30%	16-30%	16-30%	16-30%	6-15%	-
		<i>Carex flava</i>	6-15%	-	-	-	-	1-5%
	NW	E. White Cedar –	51-75%	6-15%	-	-	-	<1%
		Moss sp.	31-50%	51-75%	31-50%	51-75%	76-100%	31-50%
		Bulblet Fern	16-30%	6-15%	6-15%	<1%	1-5%	1-5%
	SW	Kentucky Bluegrass	51-75%	1-5%	-	<1%	-	-
	SE	<i>Ranunculus ripens</i>	6-15%	16-30%	76-100%	51-75%	31-50%	51-75%
		Creeping Charlie	6-15%	<1%	1-5%	<1%	Solitary	-
		Kentucky Bluegrass	16-30	51-75%	31-50%	31-50%	51-75%	1-5%

**Appendix 3. Summary of 2013 to 2018 Spring Herbaceous Vegetation in each Sub-plot Cont'd.**

Plot	Sub-plot	Dominant Taxa Species	2013	2014	2015	2016	2017	2018
			Percent Cover for the Taxa					
C	NE	<i>Carex pedunculata</i>	16-30%	16-30%	6-15%	6-15%	16-30%	16-30%
		Bulblet Fern	6-15%	1-5%	1-5%	1-5%	1-5%	1-5%
		Field Horsetail	6-15%	1-5%	1-5%	1-5%	1-5%	6-15%
	NW	<i>Carex pedunculata</i>	6-15%	<1%	1-5%	1-5%	1-5%	6-15%
		Field horsetail	6-15%	<1%	<1%	-	1-5%	<1%
		Canada Mayflower	6-15%	1-5%	1-5%	1-5%	1-5%	1-5%
	SW	Field Horsetail	16-30%	6-15%	16-30%	1-5%	1-5%	-
		Three-leaved Solomon Seal	6-15%	-	1-5%	<1%	6-15%	1-5%
		Bulblet Fern	6-15%	1-5%	1-5%	<1%	1-5%	6-15%
	SE	Field Horsetail	16-30%	1-5%	6-15%	16-30%	16-30%	6-15%
		Coltsfoot	6-15%	1-5%	6-15%	1-5%	1-5%	1-5%
		Bulblet Fern	6-15%	6-15%	6-15%	6-15%	31-50%	31-50%
D	NE	Bulblet Fern	6-15%	16-30%	16-30%	6-15%	31-50%	1-5%
		Dwarf Scouring Rush	6-15%	16-30%	16-30%	16-30%	1-5%	6-15%
		<i>Carex leptalea</i>	1-5%	-	solitary	<1%	-	<1%
	NW	Bulblet Fern	31-50%	16-30%	31-50%	6-15%	6-15%	31-50%
		Field Horsetail	1-5%	1-5%	1-5%	1-5%	-	6-15%
		Dwarf Scouring Rush	1-5%	1-5%	1-5%	6-15%	16-30%	1-5%
	SW	<i>Carex pedunculata</i>	1-5%	6-15%	1-5%	1-5%	6-15%	6-15%
		Bulblet Fern	1-5%	1-5%	1-5%	1-5%	1-5%	1-5%
		Dwarf Scouring Rush	1-5%	<1%	<1%	<1%	-	-
	SE	Bulblet Fern	31-50%	16-30%	31-50%	31-50%	51-75%	31-50%
		Field horsetail	<1%	Solitary	Solitary	-	-	-
		Moss sp.	<1%	<1%	-	1-5%	1-5%	1-5%

**Appendix 3. Summary of 2013 to 2018 Spring Herbaceous Vegetation in each Sub-plot Cont'd.**

Plot	Sub-plot	Dominant Taxa Species	2013	2014	2015	2016	2017	2018
			Percent Cover for the Taxa					
E	NE	Cinnamon Fern	6-15%	<1%	1-5%	1-5%	6-15%	6-15%
		Canada Mayflower	1-5%	1-5%	<1%	<1%	<1%	<1%
		Bulblet Fern	<1%	-	<1%	-	solitary	-
	NW	Moss sp.	51-75%	76-100%	76-100%	76-100%	31-50%	51-75%
		<i>Agrostis stolonifera</i> Common Toothwort	16-30% 16-30%	- 16-30%	- 6-15%	- 6-15%	- 6-15%	- 6-15%
	SW	Moss sp.	1-5%	1-5%	1-5%	6-15%	6-15%	6-15%
		Bulblet Fern	1-5%	-	1-5%	-	-	-
		<i>Carex pedunculata</i>	1-5%	1-5%	1-5%	<1%	1-5%	<1%
		Yellow Birch.	1-5%	<1%	-	solitary	<1%	-
	SE	<i>Carex leptalea</i>	1-5%	-	-	Solitary	-	-
Bulblet Fern		<1%	<1%	<1%	<1%	<1%	1-5%	
Glossy Buckthorn		<1%	<1%	<1%	<1%	<1%	<1%	
F	NE	Moss sp.	6-15%	16-30%	16-30%	6-15%	6-15%	6-15%
		Canada Mayflower	1-5%	<1%	-	<1%	<1%	<1%
		Marsh Fern	<1%	-	-	-	-	-
	NW	Moss sp.	6-15%	31-50%	16-30%	31-50%	16-30%	-
		Canada Mayflower	1-5%	<1%	1-5%	1-5%	<1%	<1%
		Common Buckthorn	<1%	<1%	<1%	<1%	solitary	-
	SW	Moss sp.	31-50%	31-50%	31-50%	51-75%	16-30%	16-30%
		Dwarf Scouring rush	1-5%	<1%	<1%	<1%	-	-
		<i>Carex leptalea</i>	1-5%	-	1-5%	<1%	<1%	<1%
	SE	Moss sp.	1-5%	-	1-5%	<1%	-	1-5%
Canada Mayflower Bulblet Fern		<1% -	- <1%	- <1%	- -	- <1%	- <1%	

## **APPENDIX 4.**

Summary of 2013 to 2018 Fall Herbaceous  
Vegetation in each Sub-plot

### Appendix 4. Summary of 2013 to 2018 Fall Herbaceous Vegetation in each Sub-plot.

Plot	Sub-plot	Dominant Taxa Species	2013	2014	2015	2016	2017	2018
			Percent Cover for the Taxa					
A	NE	Fowl Mana Grass	16-30%	1-5%	16-30%	31-50%	16-30%	-
		<i>Juncus articulatus</i>	6-15%	6-15%	1-5%	-	6-15%	6-15%
		E. White Cedar -seedling	6-15%	<1%	1-5%	1-5%	1-5%	1-5%
	NW	Moss sp.	31-50%	51-75%	31-50%	51-75%	51-75%	51-75%
		Fowl Mana Grass	16-30%	31-50%	1-5%	<1%	-	-
		Bulblet Fern	6-15%	6-15%	16-30%	6-15%	16-30%	1-5%
	SW	Coltsfoot	6-15%	6-15%	16-30%	31-50%	16-30%	31-50%
		<i>Carex schweinitzii</i>	6-15%	1-5%	-	-	-	-
		Bulblet Fern	6-15%	1-5%	16-30%	16-30%	6-15%	1-5%
		Field Horsetail	6-15%	6-15%	31-50%	16-30%	31-50%	16-30%
	SE	<i>Bidens connata</i>	6-15%	-	Solitary	<1%	-	1-5%
		Watercress	6-15%	<1%	6-15%	31-50%	6-15%	16-30%
Fowl Manna Grass		6-15%	6-15%	1-5%	1-5%	6-15%	-	
B	NE	<i>Carex schweinitzii</i>	16-30%	16-30%	1-5%	6-15%	16-30%	-
		Purple Stemmed Aster	16-30%	16-30%	16-30%	6-15%	6-15%	1-5%
		Field Horsetail	16-30%	6-15%	16-30%	6-15%	16-30%	1-5%
	NW	Moss sp.	51-75%	51-75%	51-75%	51-75%	76-100%	51-75%
		E. White Cedar –seedling	16-30%	1-5%	1-5%	-	<1%	-
		Bulblet Fern	1-5%	1-5%	6-15%	-	-	-
	SW	<i>Agrostis stolonifera</i>	31-50%	-	-	-	-	-
		Tall Buttercup	6-15%	-	-	-	-	-
		Fowl Mana Grass	1-5%	-	-	-	-	-
		<i>Pilea fontana</i>	<1%	6-15%	1-5%	<1%	1-5%	-
		Common Plantain	1-5%	6-15%	6-15%	-	-	1-5%
		Spotted Jewelweed	-	1-5%	-	-	-	-
	SE	Tall Buttercup	16-30%	31-50%	51-75%	31-50%	76-100%	76-100%
		<i>Agrostis stolonifera</i>	6-15%	-	-	-	-	-
<i>Pilea fontana</i>		1-5%	Solitary	<1%	<1%	1-5%	1-5%	
<i>Poa compressa</i>		-	16-30%	6-15%	16-30%	16-30%	6-15%	



**Appendix 4. Summary of 2013 to 2018 Fall Herbaceous Vegetation in each Sub-plot Cont'd.**

Plot	Sub-plot	Dominant Taxa Species	2013	2014	2015	2016	2017	2018
			Percent Cover for the Taxa 2017					
C	NE	<i>Carex flava</i> Bulblet Fern Field Horsetail	16-30% 6-15%	31-50% 6-15% 1-5%	16-30% 1-5% 6-15%	- 1-5% 6-15%	- 1-5% 16-30%	- 1-5% 31-50%
	NW	<i>Carex flava</i> Dwarf Scouring Rush Common Buckthorn	6-15% 1-5% 1-5%	6-15% 1-5% 1-5%	6-15% 1-5% <1%	- 6-15% <1%	- 1-5% -	- 6-15% -
	SW	Field Horsetail Moss sp. Bulblet Fern <i>Carex flava</i>	31-50% 6-15% 1-5% 1-5%	6-15% 1-5% 1-5% 6-15%	16-30% 1-5% 1-5% <1%	6-15% 1-5% 1-5% <1%	16-30% 6-15% 1-5% -	<1% 6-15% 6-15% -
	SE	Field Horsetail Coltsfoot Bulblet Fern	16-30% 6-15% 1-5%	Solitary 6-15% 6-15%	1-5% 6-15% 6-15%	1-5% 1-5% 6-15%	16-30% 1-5% 16-30%	6-15% 6-15% 31-50%
D	NE	Dwarf Scouring Rush Bulblet Fern	31-50% 6-15%	16-30% 6-15%	31-50% 16-30%	51-75% 6-15%	51-75% 6-15%	31-50% 6-15%
	NW	Bulblet Fern Field Horsetail Dwarf Scouring Rush	31-50% 6-15% 1-5%	31-50% 1-5% 6-15%	16-30% 6-15% 6-15%	31-50% 6-15% 16-30%	31-50% 6-15% 1-5%	51-75% 6-15% <1%
	SW	<i>Carex pedunculata</i> Bulblet Fern Dwarf Scouring Rush	6-15% 1-5% 1-5%	6-15% 6-15% 1-5%	6-15% 1-5% 1-5%	16-30% 6-15% <1%	6-15% 1-5% 1-5%	6-15% 16-30% 1-5%
	SE	Bulblet Fern Glossy Buckthorn Moss sp.	31-50% Solitary -	31-50% Solitary 1-5%	16-30% - 1-5%	31-50% - 1-5%	31-50% - -	31-50% - <1%

**Appendix 4. Summary of 2013 to 2018 Fall Herbaceous Vegetation in each Sub-plot Cont'd.**

Plot	Sub-plot	Dominant Taxa Species	2013	2014	2015	2016	2017	2018
			Percent Cover for the Taxa					
E	NE	Cinnamon Fern Moss sp. Bulblet Fern	6-15% 1-5% Solitary	6-15% 1-5% -	6-15% 1-5% -	6-15% 1-5% -	6-15% 1-5% -	6-15% 1-5% 1-5%
	NW	Moss sp. <i>Agrostis stolonifera</i> Dwarf Raspberry	76-100% 16-30% 1-5%	76-100% 6-15% 1-5%	76-100% - 1-5%	76-100% 1-5% solitary	76-100% 1-5% 1-5%	76-100% 6-15% <1%
	SW	Moss sp. Bulblet Fern <i>Carex pedunculata</i> Glossy Buckthorn	1-5% 1-5% 1-5% 1-5%	1-5% <1% 1-5% 1-5%	6-15% Solitary - 1-5%	1-5% - 1-5% 1-5%	16-30% - 1-5% 1-5%	6-15% - 1-5% 1-5%
	SE	Moss sp. Bulblet Fern Glossy Buckthorn	16-30% 1-5% <1%	16-30% <1% <1%	16-30% <1% <1%	16-30% <1% <1%	16-30% - <1%	16-30% 1-5% 1-5%
F	NE	Moss sp. Marsh Fern Glossy Buckthorn	6-15% 1-5% <1%	6-15% - <1%	6-15% - <1%	16-30% - solitary	6-15% 1-5% -	16-30% 1-5% <1%
	NW	Moss sp. Comm. Buckthorn Canada Mayflower	16-30% 1-5% <1%	31-50% 1-5% <1%	16-30% 1-5% 1-5%	16-30% <1% <1%	16-30% - <1%	6-15% <1% <1%
	SW	Moss sp. Dwarf Sc. Rush Glossy Buckthorn Showy Ladyslipper	31-50% 1-5% 1-5% -	31-50% <1% <1% 1-5%	31-50% 1-5% <1% 1-5%	31-50% 1-5% 1-5% 1-5%	16-30% <1% <1% Solitary	6-15% 1-5% - -
	SE	Glossy Buckthorn Bulblet Fern	1-5% <1%	1-5% <1%	Solitary <1%	- <1%	- -	1-5% <1%

## **APPENDIX 5.**

Photos of Spring Vegetation Monitoring  
Plots A-F,  
2018

**Spring 2018**



Photo 1. Vegetation Plot A, facing N from Steel T-bar.

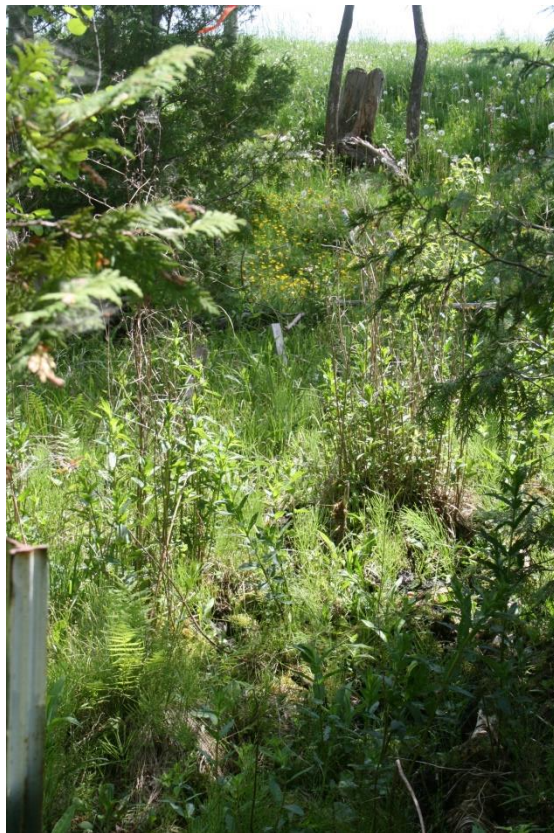


Photo 2. Vegetation Plot B, facing E from Steel T-bar.





Photo 3. Vegetation Plot C, facing E from Steel T-bar.



Photo 4. Vegetation Plot D, facing E from Steel T-bar.





Photo 5. Vegetation Plot E, facing E from Steel T-bar.



Photo 6. Vegetation Plot F, facing E from Steel T-bar.

## **APPENDIX 6.**

Photos of Fall Vegetation Monitoring  
Plots A-F,  
2018



**Fall 2018**



Photo 1. Vegetation Plot A, facing N from Steel T-bar.



Photo 2. Vegetation Plot B, facing E from Steel T-bar.





Photo 3. Vegetation Plot C, facing E from Steel T-bar.



Photo 4. Vegetation Plot D, facing E from Steel T-bar.





Photo 5. Vegetation Plot E, facing E from Steel T-bar.



Photo 6. Vegetation Plot F, facing E from Steel T-bar.

## **APPENDIX 7.**

C.V.s  
of  
Report Authors.

K.W. Dance, M.Sc.

K.S. Dance, M.E.S.

### **EDUCATION**

- M.Sc., Biology, 1977; University of Waterloo
- B.Sc., Honours Biology, 1975; University of Waterloo

### **COURSES**

- Butternut Health Assessment Workshop & Update – OMNR, 2010 & 2013
- Preparation of E.I.S. Reports – OMNR, 1995
- Bioassessments & Biological Criteria for Warmwater Streams – AFS 1993
- Ontario Wetland Evaluation System, 3<sup>rd</sup> Edition – OMNR, 1993
- Creating and Using Wetlands – University of Wisconsin, 1992
- Fluvial Geomorphology – University of Guelph and AFS, 1992

### **PROFESSIONAL EXPERIENCE**

1991 to date. Consulting Biologist and President, Dance Environmental Inc.  
The firm has completed over 425 assignments.

Mr. Dance has been consulting for 41 years and has gained extensive experience on the following types of studies: ecological inventory, biological monitoring, environmental planning, Species at Risk Overall Benefit and Management Plans, watershed management, no net loss of fish habitat, tree saving plans, vegetation management, wetland Environmental Impact Studies, non-game wildlife and environmental assessments.

He also has experience in biological resource inventory, impact prediction, management option development and comparison, attendance at public information centres and as an expert witness before boards and tribunals.

- 1988-1991 Senior Biologist, Ecologistics Limited. As Senior Biologist, Ken was responsible for review of all biological projects. He consulted to private and public sector clients on management of fish, vegetation, and wildlife resources. Including projects for First Nations.
- 1985-1988 Associate and Manager of Biological Services, Gartner Lee Limited. Mr. Dance consulted to industrial and government clients.
- 1982-1985 Senior Biologist and Project Manager, Gartner Lee Limited.
- 1977-1982 Biologist and Project Manager, Ecologistics Limited. Including projects for First Nations Bands.
- 1975-1976 Research Technician, University of Waterloo. Mr. Dance acted as a research technician on a PLUARG contract study of two streams.

## **PROJECT EXAMPLES**

### **E.I.S. Reports**

Undertook inventory, site assessments and reporting for over one thousand sites relating to residential, industrial, aggregate and waste management proposals.

### **Highways and Roads**

Examples of Environmental Assessment and highway construction projects, which Mr. Dance has worked on follow.

- Parkhill Road and Bridge, Cambridge – inspection of in-water construction to minimize erosion and sedimentation and construction of fish pool habitat.
- Highway 60 at Huntsville – inspection of in-water work during replacement of 4 culverts, including trout habitat; inspection of tree and shrub plantings.
- Highway 35 Minden – inspection of stream habitat restoration construction and inspection of tree and shrub plantings.
- Wellington County Roads – fisheries assessments for 3 culvert replacements.

### **Aggregate NETR and EIS Projects**

Several aggregate studies in Bruce, Huron and Grey Counties. Detailed snake hibernaculum and snake population monitoring study of three snake species at an old quarry.

### **Wastewater Management**

- Thunder Bay Water Pollution Prevention Study – biological consultant addressing fish, wildlife, forests, wetlands and Lake Superior near shore habitat.
- Cincinnati and Cleveland, Ohio – CSO Review Studies: biological consultant addressing existing impacts on aquatic ecosystems and advice regarding solution options.
- Wastewater Treatment Plant Class E.A.s: biological consultant for Ayr, Flesherton, Ingersoll, Keswick, Lambeth, Tavistock and Wellesley plant upgrades/expansions.

### **Water Supply**

Biological/fisheries assessment regarding water taking and/or facility siting for projects in Elmira, Georgetown, Acton, Cambridge, Caledon and Brampton.

### **Publications**

Published chapters in three books. Over forty papers on fish, wildlife, wetland and vegetation management, as well as water quality and fisheries. Articles in publications such as Ontario Birds, Ontario Field Biologist, Newsletter of the Field Botanists of Ontario, Recreation Canada, Landscape Architectural Review and the Water Research Journal of Canada.

03/18



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## **EDUCATION**

- M.E.S., Masters of Environment and Resource Studies, 2011; University of Waterloo.  
*Thesis Title: "Raptor Mortality and Behavior at Wind Turbines Along the North Shore of Lake Erie During Autumn Migration 2006-2007"*
- B.E.S., Honours Bachelor of Environment and Resource Studies with Parks Option, 2006; University of Waterloo.

## **CERTIFICATIONS & PROFESSIONAL ASSOCIATIONS**

### **Workshops/Certifications:**

- Bat Survey Solutions LLC. Bat Acoustic Fieldwork and Data Management Workshop. Instructors: Janet D. Tyburec and Joseph M. Szewezak (creator of SonoBat and Professor at Humboldt State University, California). February 2016, Punta Gorda, Florida.
- Wildlife Acoustics: Bat Acoustics Training with Dr. Lori Lausen, February 2015, Miami, Florida
- Butternut Health Assessment Workshop, BHA #486, July 16, 2014.
- Dragonfly and Damselfly Identification Workshop, 2013, Guelph Arboretum.
- OMNR, Ontario Wetland Evaluation System, Northern Manual and Southern Manual. North Bay, 2012
- OMNR Ecological Land Classification for Southern Ontario, Lindsay, 2010
- Diploma of Environmental Assessment, University of Waterloo, 2006
- Transportation of Dangerous Goods, Safety Services Canada, 2008
- Member, Bird Studies Canada (BSC)
- Member, Ontario Field Ornithologists (OFO)
- Member, Kitchener-Waterloo Field Naturalist Club (KWFN)

## **AREAS OF PROFESSIONAL EXPERIENCE**

Kevin Dance has over 10 years of consulting experience on a wide range of projects throughout Ontario. Kevin specializes in inventories, evaluations, research, and impact studies of natural resources. He is experienced in identifying important natural features and evaluating the significance and sensitivity of these features. Kevin regularly works with multidisciplinary study teams focusing on the management of terrestrial and wetland ecosystems.

### ***Terrestrial Vegetation and Wildlife Studies***

Kevin has worked on various studies investigating a variety of wildlife habitats, determining wildlife populations including numbers and seasonal trends and monitoring of long-term impacts of developments on species. Kevin has conducted a wide range of monitoring surveys and inventories to identify the presence of wildlife on study sites as well as species specific guided surveys for Species at Risk and Species of Conservation Concern including:

Bobolink, Barn Swallow, Bank Swallow, Eastern Meadowlark, American Badger, Eastern Milksnake, Blanding's Turtle, Wood Turtle, Jefferson Salamander, Common Nighthawk, Whip-poor-will, Henslow's Sparrow, Short-eared Owl, Least Bittern, Eastern Milksnake, and all Endangered *Myotis* bat species.

He has completed numerous detailed vegetation community mapping inventories and conducted vegetation monitoring at permanent sample plots, as well as transects and random sample



quadrats to assess short-term and long-term impacts of developments on vegetation. Kevin is trained and experienced in applying the Ecological Land Classification System in projects in Southern Ontario to delineate, describe and map vegetation communities.

Kevin's specific terrestrial expertise includes:

- wildlife and vegetation habitat mapping, evaluations, and research.
- surveys of plants, birds, mammals: including bats, reptiles, amphibians, dragonflies and butterflies.
- identification of rare and sensitive species and habitats.
- bat acoustic monitoring and data analysis for Ontario bat species
- development of monitoring methodologies for Species at Risk
- preparing Overall Benefit Plans and Management Plans for Species at Risk
- obtaining permitting from MNR to conduct Jefferson Salamander trapping surveys, and snake coverboard surveys
- over 15 years of bird identification experience
- identification and analysis of potential wildlife corridors.
- short-term and long-term monitoring techniques for flora and fauna

#### ***Wetland Studies***

Kevin is certified to conduct Ontario Wetland Evaluations and has worked in habitats throughout Ontario using the Ontario Wetland Evaluation System for Wetlands in Southern and Northern Ontario. Kevin has also participated in numerous studies focusing on the impact of development on wetland ecology and function.

Kevin's specific wetland expertise includes:

- inventories and mapping of wetland flora and fauna.
- wetland evaluations using the Ontario Wetland Evaluation System (OWES).
- wetland boundary delineation, and regularly working with relevant Conservation Authority staff to obtain approval of boundaries
- wetland Environmental Impact Studies (EISs).

#### ***Aquatic Studies***

Kevin has assisted with numerous long-term fish monitoring programs using electrofishing to sample reaches of streams to assess and monitor development impacts to cold water streams. Kevin has experience collecting fish during electrofishing sampling, fish identification, marking and measuring. He also has experience identifying aquatic and wetland vegetation as well as collection of aquatic habitat data including stream depth, temperature, stream bed composition, flow speed and invertebrate sampling. Kevin has assisted with electrofishing surveys and aquatic habitat assessments within Wellington County and the Region of Waterloo.

#### ***Renewable Energy Projects:***

Kevin has extensive experience conducting and organizing both pre-construction and post-construction studies at wind farms in Ontario, Manitoba and Alberta. Kevin has been developed monitoring methodologies for mortality searches, scavenger removal trials and searcher efficiency studies. Kevin has been involved in post-construction studies at four large scale wind farms and has conducted pre-construction studies at over a fifteen wind farms throughout Ontario, Manitoba and Alberta.

Kevin's specific renewable energy expertise includes:

- development of mortality search methodologies and conducting mortality searches, organizing and conducting scavenger removal studies and searcher efficiency trials
- identification of bird and bat fatalities
- developing study methods for pre-construction wind farm studies, including: migration surveys (dawn and dusk), daytime soaring surveys, waterfowl surveys, shorebird surveys, winter raptor and diurnal owl surveys, walking transect surveys, and driving transect surveys.

**EMPLOYMENT HISTORY**

**Terrestrial Biologist and Project Manager**

Dance Environmental Inc., Drumbo, Ontario. 2011 to present

**Terrestrial and Wetland Biologist**

Natural Resource Solutions Inc., Waterloo, Ontario. 2008 to 2011

**Environmental Scientist**

Stantec Ltd., Guelph, Ontario. 2006 to 2007

**Avian Field Technician** –Breeding ecology and impacts of urban development on Wood Thrush in the Region of Waterloo. Bird banding crew leader, nest searcher, nest monitoring.

Canadian Wildlife Service and University of Waterloo, Waterloo, Ontario 2003 to 2005

**Terrestrial Biologist**

Dance Environmental Inc., Drumbo, Ontario 2001 to 2003

**PUBLICATIONS, PRESENTATIONS, AWARDS**

Dance, K.S. 2017. Bats in Urban Natural Areas: A case Study of Kitchener Natural Areas. Oral Presentation. Nature in the City Speaker Series, Kitchener Public Library. November 15, 2017.

Dance, K.W., K.S. Dance, & M.B. Dance. 2012. Giant Ragweed (*Ambrosia trifida*) as a Food Source for Autumn Migrants and Winter Birds in the Grand River Basin. Ontario Birds 30(3):148-164.

Dance, K.S. 2012. Manipulation of Caterpillars for Consumption by Eastern Bluebirds. Ontario Birds 30(2):102-108.

Dance, K.W., K.S. Dance. 2012. Wetlands: What are they Good For? Oral Presentation. Princeton Historical Society. Princeton, Ontario. September 24, 2012.

Dance, K.S. 2011. "Raptors and Wind Farms". Oral Presentation. Ruthven Park 2<sup>nd</sup> Annual For The Birds Festival. September 17, 2011.

Dance, K. S. 2010. On the Wind: A Discussion of Raptors and the Wind Industry. Oral Presentation. Owen Sound Field Naturalist Club (OSFN). September 9, 2010.

Dance, K. S., Dance, K. W. 2010. "Raptors on the Wind". Oral Presentation. Kitchener-Waterloo Field Naturalist Club (KWFN). March 22, 2010.

Dance, K. S., Dance, K. W. 2010. Review of Raptor and Turbine Interaction Literature: the Case of the Erie Shores Wind Farm. Oral Presentation. RARE Charitable Research Reserve, Cambridge, ON. January 23, 2010.

Dance, K. S., R. James, L. Friesen, S. Murphy. 2009. "Raptor Behavior and Mortality (Erie Shores Wind Farm)". Poster Presentation. Canadian Wind Energy Association Annual Conference & Exhibition. September 20-23, 2009.

Dance, K. S., R. James, L. Friesen, S. Murphy. 2009. "Migrant Raptor Behavior and Mortality (at the Erie Shores Wind Farm)". Poster Presentation, 3<sup>rd</sup> place winner. A.D. Latornell Conservation Symposium. Nottawasaga, Ontario.





File: 2517

By: Email

January 24, 2019  
Township of Puslinch  
7404 Wellington Road 34  
RR# 3  
Guelph, Ontario  
N1H 6H9

Attention: Mrs. Karen Landry  
Clerk/ CAO

Dear: Mrs. Landry

**Re: 2018 Ecological and Aquatic Monitoring Report for the Roszell Pit**

As requested, I have reviewed the 2018 Ecological and Aquatic Monitoring Report prepared by Dance Environmental Inc. for the Roszell Pit. Based on the information supplied I offer the following comments.

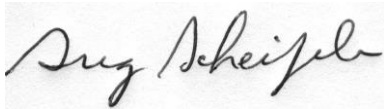
1. The vegetation sample plot data collected in 2018 were generally similar to that recorded in previous years thus indicating no significant change in growing conditions. Unfortunately, the vegetation in Plots A and B was again disturbed by cattle grazing. Ongoing cattle grazing damages vegetation due to trampling and browsing impacts which could mask vegetation changes caused by changes in groundwater discharge to this area. I understand that CBM does not have control of farming activities on this property but nonetheless request that they should continue to encourage the landowner to shift the electric fence that now runs through the wetland to the river further northwards so that cattle no longer have access to the area where monitoring plots are established. This would likely only result in the loss of less than an acre of poor quality woodland/wetland pasture.
2. Brook trout spawning beds (redds) were surveyed on 2 days in early December 2018. Redds were again found in the Main Creek and Tributary #7 during the 2018 surveys in numbers that were consistent with those reported during 2012 to 2017. As in previous years trout spawning was not detected in Tributaries #8 and #9.
3. The 2018 salamander egg mass survey was carried out on April 24<sup>th</sup> in the isolated southwestern wetland (SWT2-2) on the Roszell pit property. Many Blue-spotted Salamander egg masses were previously observed in 2013, 2014 and 2016 but none were found in 2015 probably because the survey was done in May. The 2017 survey resulted in the highest number of salamander egg masses (ie. 1,823) being recorded since the survey was initiated in 2013. The 2018 survey yielded the second highest number of egg mass at 1,485, so the wetland continues to support a healthy population of Blue-Spotted Salamanders.

4. During the spring of 2018 amphibian call surveys were carried out in the vicinity of the Roszell wetland on April 26, May 9 and June 11. As in previous surveys, Dance again recorded the strong presence of breeding spring peepers and wood frogs. Green frogs and northern leopard frogs were only heard in low numbers. No gray tree frogs were heard calling in 2018 but they were present in all previous years. A similar population decline occurred with northern leopard frog which was not heard calling for a few years during the 2013 to 2018 monitoring period. During the June 2017 and 2018 surveys, bullfrogs were not heard calling from the pond on the adjacent Jones property but green frogs were still heard calling from this pond in both years. Based on the call codes recorded the number of frogs heard calling in 2018 seemed to be similar to that recorded in 2017, except for the absence of gray tree frogs.

In general, the ecological and aquatic monitoring data indicated that aggregate extraction does not appear to be causing any negative impacts to natural heritage features or functions. Please do not hesitate to contact me if further clarification is needed on these matters.

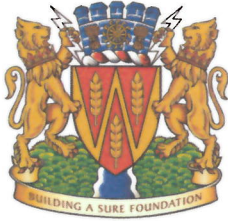
Yours truly,

**GWS Ecological & Forestry Services Inc.**



Greg W. Scheifele, M. A., R.P.F.  
Principal Ecologist/Forester

cc: Fred Natolochny, Grand River Conservation Authority  
Stacy Locklin, Puslinch Township



Clerk's Services Department  
t. 519-634-8444  
f. 519-634-5522

Reply to: Tracey Murray  
[tracey.murray@wilmot.ca](mailto:tracey.murray@wilmot.ca)

January 16, 2019

Hon. Doug Ford  
Premier's Office  
Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

Dear Hon. Doug Ford,

In addition to the staff report and resolution sent to the Ministry of Municipal Affairs and Housing, at its regular meeting on January 14, 2019, the Council of The Corporation of The Township of Wilmot adopted the following additional resolution:

**BE IT RESOLVED:**

1. **Whereas, Report DS2019-01 has given us ample logic and evidence to oppose schedule 10 of Bill 66,**
2. **Therefore be it resolved that, we send this report along with notification to the provincial government that Wilmot Township opposes this schedule in its entirety and request that the government removes this in its entirety before it passes.**
3. **Furthermore be it resolved that, a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs, The Honourable Andrea Horwath, Leader of the Opposition and New Democratic Party and all MPP's in the Province of Ontario; and**
4. **Be it resolved that, a copy of this motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration; and**
5. **Be it resolved that, notwithstanding the future adoption of Bill 66, The Township of Wilmot commits to adhering to continued open consultations and proven land use strategies based on science. And respect for environmental protections within all applicable Planning Land Use and Environmental Acts**
6. **Be it further resolved that, as input into re-consideration, the Township of Wilmot reaffirms its support for the principles of the Countryside Line and the Protected**

**Countryside designation to appropriately manage growth through comprehensive planning review, analysis and community consultation.**

**CARRIED.**

Sincerely,

A handwritten signature in black ink, appearing to read 'Tracey Murray', with a long horizontal flourish extending to the right.

Tracey Murray  
Deputy Clerk



Council Resolution  
January 16, 2019

Moved by Councillor Neeson, Seconded by Councillor Harding

**RESOLUTION NO. C-2019-0021**

WHEREAS the Provincial Government introduced Bill 66 entitled “Restoring Ontario’s Competitiveness Act” on the final day of sitting in the 2018 Ontario Legislature, December 6<sup>th</sup>, 2018 and;

WHEREAS significant concerns have been communicated regarding schedule 10, among other schedules contained therein by residents, community leaders, legal and environmental organizations such as the Canadian Environmental Law Association (CELA), EcoJustice, Environmental Defence Canada, Ontario Nature, South Lake Simcoe Naturalists, The Simcoe County Greenbelt Coalition, The David Suzuki Foundation, AWARE-Simcoe, Lake Simcoe Watch and the North Gwillimbury Forest Alliance that provisions within Bill 66 will weaken environmental protection, undermine democratic processes and potentially endanger public health and;

WHEREAS provisions of Bill 66 allow for an “Open for Business” bylaw, which may be approved without any public consultation of the citizens of the Town of Georgina and;

WHEREAS provisions of Bill 66 allow an “Open for Business Bylaw” which would permit major development in the Town of Georgina which most notably would no longer have to have any legislative regard for certain sections of:

- *The Planning Act*
- *The Provincial Policy Statement*
- *The Clean Water Act*
- *The Great Lakes Protection Act*
- *The Greenbelt Act*
- *The Lake Simcoe Protection Act*
- *The Oak Ridges Moraine Conservation Act and;*

WHEREAS the Town of Georgina remains committed to source water protection, *The Lake Simcoe Protection Act*, the integrity of the Greenbelt and it understands the benefits for protecting these features in support of our local economy and quality of life, and

WHEREAS notwithstanding the potential future adoption of Bill 66, that the Town of Georgina will continue to remain committed to making sound decision regarding resource and environmental preservation that remain consistent with the Clean Water Act, 2006, the Provincial Policy Statement and other legislative tools which provide for good planning, while balancing the need for economic development and providing environmental and public health protection;

NOW THEREFORE BE IT RESOLVED THAT the Town of Georgina strongly recommends that schedule 10 of Bill 66 be immediately abandoned or withdrawn by the Ontario Government and;

BE IT FURTHER RESOLVED THAT The Town of Georgina declares that notwithstanding the potential future adoption of Bill 66, the Town of Georgina's Council will not exercise the powers granted to it in schedule 10 or any successor schedules or sections to pass an "open for business planning bylaw" without a minimum of two (02) public meetings which shall be advertised twenty (20) days in advance in the Georgina Advocate or its successor, and also shall be advertised in any other local media resource that is widely available to the public in the Town of Georgina, by way of bylaw and;

BE IT FURTHER RESOLVED THAT staff be directed to draft such a bylaw for Council's consideration should Bill 66 be given royal assent and be given force and effect and;

BE IT FURTHER RESOLVED THAT the Town of Georgina requests the Province of Ontario to release draft criteria and draft regulations, and to provide a commenting period in advance of consideration by the legislature, and;

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs, Andrea Horwath, MPP and Leader of the Official Opposition and the Ontario NDP Party, MPP John Fraser, Interim Leader of the Ontario Liberal Party, MPP and Leader of the Green Party of Ontario, Mike Schreiner, the Honourable Caroline Mulroney, MPP York-Simcoe, Attorney General and Minister Responsible for Francophone Affairs and;

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Association of Municipalities Ontario (AMO), all MPP's in the Province of Ontario and all Municipalities in Ontario for their consideration.

A recorded vote was requested; the Deputy Clerk recorded the vote as follows:

	<u>YEA</u>	<u>NAY</u>
Mayor Quirk	X	
Councillor Waddington		X
Councillor Neeson	X	
Councillor Sebo	X	
Councillor Harding	X	
Regional Councillor Grossi		X
Councillor Fellini	X	

Yea – 5 Nay - 2

**Carried.**



**Community Development Department**

50 Dickson Street, P.O. Box 669

Cambridge, Ontario N1R 5W8

[www.cambridge.ca](http://www.cambridge.ca)

Telephone: (519) 621-0740 ext. 4575

Fax Number: (519) 622-6184

January 17, 2019

Dear Sir/Madam:

Re: **Proposed City Initiated Official Plan Amendment:  
Maintain Site-Specific Zoning By-law Exceptions and Housekeeping  
Changes**

---

To allow the continuation of all site-specific exceptions to the current Zoning By-law, the City has initiated an Official Plan Amendment to allow these to be continued in the new City-wide Comprehensive Zoning By-law, even if they are not in conformity with the 2012 Official Plan.

A site-specific exception in the Zoning By-law refers to tailored regulations for an individual property resulting from a Council approved development application. As per City Council direction all of the existing site-specific exceptions will be carried forward into the new City-wide Comprehensive Zoning By-law. Given the potential for some former site-specific exceptions not to be in conformity with the 2012 Cambridge Official Plan, there is a need to include a new Official Plan policy to recognize these site-specific exceptions.

The second part of this Official Plan Amendment involves some housekeeping changes.

Attached for your review is a copy of Report 19-012, which includes a copy of the draft Official Plan Amendment.

We would appreciate receiving your comments on this proposal by **February 8<sup>th</sup>, 2019**. If you have no comments, please print your name and initial the box below and return this memo to the undersigned via mail or email.

**Print name and initial**

No Comments

Paul Smithson, Senior Planner - Policy  
Policy Planning Section



Documents:

1. Report 19-012

Distribution:

- Region of Waterloo
- Grand River Conservation Authority
- Elaine Brunn Shaw, City Planner
- Deanne Friess, Manager of Development Planning
- Shannon Noonan, Manager of Transportation Engineering
- Paul Willms, Sustainability Planner
- Captain Mark Yantha, Cambridge Fire Department
- James Goodram, Director of Economic Development
- Trevor McWilliams, Business Liaison Officer
- Township of North Dumfries
- Township of Woolwich
- City of Kitchener
- Township of Guelph/ Eramosa
- Township of Puslinch
- Wellington County
- City of Hamilton
- Waterloo Region District School Board
- Waterloo Catholic District School Board
- Conseil Scolaire Catholique MonAvenir
- Conseil Scolaire Viamonde

<b>To:</b>	<b>PLANNING &amp; DEVELOPMENT COMMITTEE</b>	<b>Meeting Date:</b> 01/15/2019
<b>Subject:</b>	<b>Public Meeting: City Initiated Official Plan Amendment to Maintain Site-Specific Zoning By-law Exceptions and Housekeeping Changes</b>	<b>Report No:</b> 19-012 (CD)
<b>From:</b>	<b>Paul Smithson, MA, MCIP, RPP Senior Planner - Policy</b>	<b>File No:</b> D24

## RECOMMENDATION

THAT the City-initiated Official Plan Amendment for site-specific Zoning By-law exception conformity and housekeeping changes be referred back to staff for a subsequent report and recommendation.

## EXECUTIVE SUMMARY

### Purpose

- A Public Meeting under the Planning Act to explain a proposed Official Plan Amendment and obtain public comments.
- To include an Official Plan policy to allow all existing site-specific Zoning By-law exceptions to be carried forward into the new City-wide Comprehensive Zoning By-law. Site-specific exceptions resulted from Council approval of development applications for individual properties.
- To make housekeeping changes to the Official Plan for clarity and consistency.

### Key Findings

- There is a need to include a new policy in the Official Plan to implement the Council-endorsed approach of retaining all existing site-specific Zoning By-law exceptions in the new City-wide Comprehensive Zoning By-law, once that by-law is finalized.
- Some housekeeping changes are needed to the Official Plan to provide consistency in wording and mapping mostly due to the recent approval of the

new commercial policies.

### **Financial Implications**

- The proposed changes to the Official Plan will not have any direct financial implications.

## **BACKGROUND**

There are approximately 400 site-specific special permissions or exceptions to the current Zoning By-law (150-85 as amended), which apply to individual properties throughout the city. These site-specific exceptions resulted from Council approval of development applications. Many of these were approved between 1985 and the approval by the Region of the current Official Plan (OP) in November, 2012. As a result some of these site-specific exceptions may not fully conform to the 2012 OP policies. At its meeting of September 18, 2018 Council directed City staff to retain all of these existing site-specific exceptions in the new City-wide Comprehensive Zoning By-law to prevent any hardship to the property owners of these lands. An additional policy in the OP is needed to allow these already approved special permissions to continue in the new City-wide Comprehensive Zoning By-law.

Recent amendments to the 2012 OP have been approved by the Region, which have resulted in the need for some housekeeping changes such as map/figure changes to reflect the new OP designation names (particularly for the commercial category). These housekeeping modifications do not change the intent of the OP but provide clarification.

## **ANALYSIS**

### **Strategic Alignment:**

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #2 - Governance and Leadership

Objective 1.4 Promote, facilitate and participate in the development of affordable, welcoming and vibrant neighbourhoods.

The public meeting and this report are intended to provide information to the public and provide an opportunity for questions and comments.

## Comments

The Planning Act requires that Zoning By-laws should be in conformity (in line) with the Official Plan (OP). There are a large number of property specific special permissions or exceptions in the current Zoning By-law (ZBL), many of which pre-date the approval of the current Cambridge OP in 2012. This OP Amendment proposes a policy (10.3.7) that provides some flexibility for those site-specific exceptions (which were the result of Council approval of specific development applications) to be considered to be in line with the 2012 Cambridge OP. This should resolve possible conflicts and minimize hardship for property owners.

The housekeeping part of this amendment is needed as a result of some amendments being approved to the OP at different times which used different terms, which can cause confusion. The proposed amendment is designed to correct any of these inconsistencies, which are mainly found on the maps/figures for commercial properties. These housekeeping changes do not change the intent of any OP policies or land use designations.

A draft Official Plan Amendment is contained in Attachment No.1.

### Existing Policy/By-Law:

Section 10.3 of the Official Plan (OP) addresses the Zoning By-law (ZBL), while Section 10.4 deals with non-conforming properties. Provision is made for cases where the OP policies for a property do not line up with the ZBL regulations. However, there are no OP policies to deal with the opposite situation where properties which have a site-specific ZBL exception, do not line up with the OP. This could occur when using the Council-endorsed approach of carrying forward all existing site-specific ZBL exceptions forward to the new City-wide Comprehensive ZBL. The proposed change will provide relief for such situations.

### Financial Impact:

There is no financial impact to the City as a result of the proposed changes to the Official Plan.

### Public Input:

Public input was obtained regarding Draft No. 2 of the new City-wide Zoning By-law (ZBL) in the spring of 2018. Several comments were received regarding the need to keep all of the existing site-specific exceptions in the new ZBL. This approach was endorsed by Council at its September 18, 2018 meeting. The proposed new Official Plan Policy 10.3.7 allows this approach to be used without creating any conflicts with the Official Plan.



## Internal/External Consultation:

Notice of this public meeting was given in accordance with the provisions of the Planning Act. Notice of the public meeting and availability of this report was placed in the December 13, 2018 edition of the Cambridge Times, and on the City of Cambridge website. Those on the Zoning By-law Review mailing list were also notified. Owners of properties directly affected by the proposed housekeeping amendment provisions were also notified.

City Departments and technical agencies which are normally informed of Official Plan amendments were provided the opportunity to provide input.

## CONCLUSION

The draft Official Plan (OP) Amendment will enable the Council-endorsed approach of retaining all existing site-specific Zoning By-law exceptions in the new City-wide Comprehensive Zoning By-law to proceed, without creating any conflicts with the City's OP. Other proposed housekeeping changes will eliminate any discrepancies in the OP without changing the intent, which will provide greater clarity.

## SIGNATURE

Prepared by:



**Name: Paul Smithson**  
**Title: Senior Planner – Policy**

Departmental Approval:



**Name: Hardy Bromberg**  
**Title: Deputy City Manager, Community Development**

## ATTACHMENTS

- 1. Draft Official Plan Amendment

## Attachment No. 1

### Amendment No. XX to the City of Cambridge Official Plan

#### Basis of the Amendment

The City of Cambridge Official Plan was approved by the Regional Municipality of Waterloo on November 21, 2012. Most of the outstanding appeals to the Ontario Municipal Board/Local Planning Appeals Tribunal have now been resolved, resulting in the vast majority of the Official Plan being in full force and effect.

The current City of Cambridge Zoning By-law (150-85) was originally approved by the Ontario Municipal Board in 1987. There have been a significant number of amendments for individual properties resulting from approval of development applications since this Zoning By-law was originally passed. A new City-wide Comprehensive Zoning By-law is currently being prepared. In order to allow Council to recognize all site-specific exceptions in the new Comprehensive Zoning By-law, including those that do not conform to the Official Plan, a new policy needs to be added to Section 10.3 of the Official Plan. This policy would allow flexibility to allow site-specific exceptions approved prior to the 2012 OP, which do not conform to the Official Plan. This approach would increase flexibility and reduce hardship for owners of existing properties, where the use was legally established under Zoning By-law 150-85 as amended. Any non-conforming site-specific Zoning By-law exceptions would be restricted to the floor area and use occupied on the effective date of the new Comprehensive City-wide Zoning By-law.

As a result of approved amendments to the Official Plan some of the commercial designations have been renamed. Some modifications are needed to ensure consistent use of the revised terminology throughout the Plan. Also, some additional watershed plans and/or master plans have been approved; e.g. Freeport Creek, Devil's Creek, Cruickston Creek and Newman Creek, which requires an updating of Map No. 13 "Subwatershed and Drainage Areas".

Finally, on November 6, 2018 Cambridge Council repealed the demolition control by-law, making Policy 10.17 unnecessary.

#### The Amendment

- a) Add the following policy after Policy 10.3.6;

"7. When preparing a new city-wide comprehensive zoning by-law to conform to this Plan, *Council* may consider carrying forward previous zoning by-law exceptions, that may not conform to this Plan, in order to recognize uses that were legally established at the time in response to a *development* application and to reduce the hardship that may be created if the exception is not carried forward.

In carrying forward these exceptions, which pre-date the current Official Plan, the implementing zoning by-law shall restrict those uses that do not conform to this Plan to the floor area occupied and the use permitted on the property on the effective date of the new city-wide comprehensive zoning by-law.

- b) That Policy 8.6.1.5.7b) (Convenience Commercial Uses in Residential and Employment designations) be changed to, “the gross leasable area of commercial uses on the lands would not exceed ~~5,000 m<sup>2</sup>~~ **2,500 m<sup>2</sup>**”;
- c) That Policy 8.6.2.3, the reference in the first sentence be changed from “medium or high-density residential *development*” to “residential *development*”;
- d) That Policy 8.6.5. Service Stations: 1c) be changed from “Class 1 Commercial District” to “Regional Commercial”;
- e) That Policy 8.7.2 Community Nodes: 2a) be changed from “Class 2 (Community Shopping Centre) Commercial” to “Community Commercial”;
- f) That Policy 8.10.28 be changed from “Commercial Class 3” to “Neighbourhood Commercial”;
- g) That Figure 32 legend be changed from “Commercial Class 3” to “Neighbourhood Commercial”;
- h) That Policy 8.10.55 (410 Queen St. W.) and Figure 62 be changed from “Class 3 Commercial” to “Neighbourhood Commercial”;
- i) That Policy 8.10.56 (6 Jaffray St.) and Figure 63 be changed from “Class 4 Hespeler Road Commercial” to “Neighbourhood Commercial”;
- j) That Policy 10.17 (Demolition Control) be deleted and Policy 10.18 (Advisory Committees) be renumbered to 10.17;
- k) That Map 13 “Subwatersheds and Drainage Areas” be changed to identify Freeport Creek, Cruickson Creek, Devil’s Creek and Newman Creek from “Subwatersheds” to “Subwatersheds where subwatershed plans and/or master drainage plans exist”; and
- l) That Figure 64 (1100 Fountain St. N.) be changed to by adding “Business Industrial” to the legend.

**From:** [Karen Landry](#)  
**To:** [Nina Lecic](#)  
**Subject:** FW: County of Wellington Newcomer Summit  
**Date:** Monday, January 28, 2019 9:01:05 AM

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**From:** Jana Burns <[janab@wellington.ca](mailto:janab@wellington.ca)>  
**Date:** January 24, 2019 at 2:44:37 PM EST  
**To:** \_Council Members <[CouncilMembers@wellington.ca](mailto:CouncilMembers@wellington.ca)>  
**Cc:** Scott Wilson <[scottw@wellington.ca](mailto:scottw@wellington.ca)>, \_Economic Development <[\\_EconomicDevelopment@wellington.ca](mailto:_EconomicDevelopment@wellington.ca)>  
**Subject:** **County of Wellington Newcomer Summit**

Good afternoon Council,

Please join us at our Newcomer Summit, February 20 at the Elora Mill. We ask that you help spread the word within your community as well.

We're organizing this event for immigrant entrepreneurs, employers, economic development practitioners and the settlement sector to highlight the economic importance of immigration to Wellington County.

The goal of the summit is to:

- Educate employers about best practices related to the attraction and retention of immigrant workers.
- Market Wellington County as a place to live and work for newcomer communities.
- Highlight immigrant entrepreneurship in the region.
- Create a venue to advocate to representatives from the federal and provincial governments about the reality that current immigration programmes do not meet needs of rural communities.

We believe the sessions will be informative to a broad audience. In particular, the advocacy session will be a chance for representatives from different economic sectors to formally voice their concerns about the current state of immigration programmes. As they currently stand, they do not work for rural employers.

Please let me know if you would like to attend and we will send you a calendar invite, you do not need to register.

Please use the below link to spread the word:

<https://www.eventbrite.ca/e/immigration-summit-the-economics-of-rural-immigration-tickets-55082098038>

Best,  
Jana



Jana Burns BA, MSc  
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**From:** [Karen Landry](#)  
**To:** [Nina Lecic](#)  
**Subject:** FW: Letter to Province re D.C.s & Affordable Housing  
**Date:** Tuesday, January 29, 2019 8:46:48 AM  
**Attachments:** [January 25 2019 Letter to Province.pdf](#)

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**From:** Watson & Associates Economists Ltd. <[info@watsonecon.ca](mailto:info@watsonecon.ca)>  
**Sent:** Monday, January 28, 2019 6:31 PM  
**Subject:** Letter to Province re D.C.s & Affordable Housing

Good afternoon,

The Ministry of Municipal Affairs and Housing invited Watson & Associates Economists Ltd. (Watson) to participate in the “Development Charges and Housing Affordability Technical Consultations” undertaken as part of the Province’s Housing Supply Action Plan. Gary Scandlan, Director at Watson, participated in both the Municipal Consultation held on January 9, 2019 and the Municipal/Developer Technical Consultation Wrap-up held on January 21, 2019. Attached is our submission, which summarizes Watson’s perspectives advanced during those discussions.

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**Watson & Associates Economists Ltd.**

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January 25, 2019

Ms. Rachel Simeon  
Director, Market Housing Branch  
Ministry of Municipal Affairs and Housing  
14th Floor, 777 Bay Street  
Toronto, Ontario  
M5G 2E5

Dear Ms. Simeon:

Re: Development Charges and Housing Affordability

At the outset, we would like to thank the Ministry for the invitation to participate in the “Development Charges and Housing Affordability Technical Consultations” undertaken as part of the Province’s Housing Supply Action Plan. The undersigned participated in both the Municipal Consultation held on January 9, 2019 and the Municipal/Developer Technical Consultation Wrap-up held on January 21, 2019. We would, by way of this letter, summarize our perspectives advanced during those discussions.

### **Watson & Associates Economists Ltd.**

Watson & Associates Economists Ltd. is a firm of municipal economists, planners and accountants which has been in operation since 1982. With a municipal client base of more than 250 Ontario municipalities and utility commissions, the firm is recognized as a leader in the municipal finance/local government field. The firm’s Directors have participated extensively as expert witnesses on development charge (D.C.) and municipal finance matters at the LPAT/O.M.B. for over 37 years.

Our background in D.C.s is unprecedented including:

- Having undertaken over one-half of the consulting work completed in Ontario in the D.C. field during the past decade; and
- Provided submissions and undertook discussions with the Province when the *Development Charges Act* (D.C.A.) was first introduced in 1989 and with each of the amendments undertaken in 1997 and 2015.

### **Development Charges and Land Supply**

Within the provincial consultation document “Increasing Housing Supply in Ontario,” the Province has identified five broad-themed barriers to new housing supply. The third



barrier, “Costs: Development Costs are Too High Because of High Land Prices and Government Imposed Fees and Charges,” presents that:

- New housing development requires access to serviced land;
- Land prices are driven up by lack of serviced land available for development; and
- Government-imposed fees and D.C.s make it expensive to develop new housing.

The following provides our comments and perspectives on these matters.

## D.C. Rates in Ontario

As a starting point, we would provide a summary of the municipal and education D.C.s across Ontario as of late 2018 (Appendix A). Based on this data, the following summary is provided:

**Table 1 - Development Charges in Ontario**

Development Charge for Single Detached House <sup>1</sup>			
Area of Ontario	High	Median	Low
GTA	\$113,600	\$68,200	\$42,700
Central	\$66,800	\$25,700	\$11,200
Western	\$36,300	\$12,000	\$300
Eastern	\$37,200	\$7,200	\$1,000

<sup>1</sup> Rounded

**Table 2 - Development Charges - Number of Municipalities in Each Range**

Development Charge for Single Detached House						
Area of Ontario	100,000 +	80,000 - 100,000	60,000 - 80,000	40,000 - 60,000	20,000 - 40,000	0 - 20,000
GTA	1	9	4	11	-	-
Central	-	-	2	2	24	16
Western	-	-	-	-	19	42
Eastern	-	-	-	-	4	46

From the above data, the G.T.A. has the highest rates with the combined charges ranging from \$42,700 to \$113,600 and a median charge of \$68,200. All other areas in the Province have charges under \$40,000 with the exception of Central Ontario which has four municipalities in the \$40,000 to \$80,000 range.

## Development Charges as a Source of Revenue

Appendix B provides the total municipal D.C. collections by service years (2013 to 2017). The following summarizes the total collections by category along with an averaged annual collection amount.



**Table 3 - Development Charge Collections - 2013 to 2017**

<b>Service Category</b>	<b>Total Collections 2013 - 2017</b>	<b>Annual Average Collections</b>	<b>Percentage of Total</b>
Water, Wastewater & Stormwater	3,890,337,560	778,067,512	38.8%
Roads & Transit	3,870,082,284	774,016,457	38.6%
Fire, Police & EMS	239,969,124	47,993,825	2.4%
Parks, Recreation & Library	1,305,415,069	261,083,014	13.0%
Provincial - Go Transit	47,415,065	9,483,013	0.5%
All Other	683,259,230	136,651,846	6.8%
<b>Total</b>	<b>10,036,478,333</b>	<b>2,007,295,667</b>	<b>100.0%</b>

As presented:

- Water, wastewater and stormwater services account for 39% of the D.C. funds collected. These services are essential to the creation of serviced land for housing and employment;
- Roads and Transit account for another 39% of the D.C. collections. These services are essential to goods movement and for employment; and
- The remaining collections go towards protection, health and well-being. Note that the Province receives 0.5% of the total municipal collections for GO Transit service.

### **Development Charges as a Percentage of House Prices**

Over the past five years, infrastructure costs have risen. Factors that have influenced these increases include:

- Increases in tender prices to construct infrastructure;
- Increased regulatory requirements (e.g. increased quality treatment for water/wastewater, enhanced technology requirements);
- Increased land prices; and
- Enhanced approval process (environmental assessments, public engagement, etc.).



While the D.C. rates have increased, housing prices have increased as well. The following information was presented by BILD in their 2013 and 2018 documents “Government Charges and Fees on New Homes in the Greater Toronto Area.”

**Table 4 - Summary of Development Charges for Selected G.G.H. Municipalities - 2013**

Item	Town of Oakville	City of Brampton	City of Markham	Town of Bradford West Gwillimbury	Town of Ajax	City of Toronto
Average New Home Price 36' lot	\$590,000	\$490,000	\$600,000	\$410,000	\$460,000	\$540,000
Lower-Tier/Single-Tier D.C.s	\$18,957	\$25,351	\$19,950	\$29,024	\$12,020	\$19,412
Upper-Tier D.C.s	\$35,275	\$35,532	\$40,107	\$6,172	\$20,940	
Education D.C.s	\$3,665	\$2,146	\$2,020	\$1,088	\$1,964	\$544
Total Municipal D.C.s	\$54,232	\$60,883	\$60,057	\$35,196	\$32,960	\$19,412
Total D.C.s	\$57,897	\$63,029	\$62,077	\$36,284	\$34,924	\$19,956
<b>D.C.s as a % of Housing Price</b>	<b>9.8%</b>	<b>12.9%</b>	<b>10.3%</b>	<b>8.8%</b>	<b>7.6%</b>	<b>3.7%</b>

Source: Government Charges and Fees on New Homes in the Greater Toronto Area, Revised Final Report, July 23, 2013. Altus Group.

**Table 5 - Summary of Development Charges for Selected G.G.H. Municipalities - 2018**

Item	Town of Oakville	City of Brampton	City of Markham	Town of Bradford West Gwillimbury	Town of Ajax	City of Toronto
Average New Home Price 36' lot	\$1,200,000	\$655,000	\$1,200,000	\$570,000	\$600,000	\$930,000
Lower-Tier/Single-Tier D.C.s	\$33,688	\$29,417	\$33,687	\$25,106	\$16,087	\$60,739
Upper-Tier D.C.s	\$40,277	\$52,407	\$48,330	\$8,983	\$28,360	n/a
Education D.C.s	\$6,633	\$4,567	\$6,407	\$1,759	\$2,735	\$1,493
Total Municipal D.C.s	\$73,965	\$81,824	\$82,017	\$34,089	\$44,447	\$60,739
Total D.C.s	\$80,598	\$86,391	\$88,424	\$35,848	\$47,182	\$62,232
<b>D.C.s as a % of Housing Price</b>	<b>6.7%</b>	<b>13.2%</b>	<b>7.4%</b>	<b>6.3%</b>	<b>7.9%</b>	<b>6.7%</b>

Source: Government Charges and Fees on New Homes in the Greater Toronto Area. May 2, 2018. Altus Group.

As presented, over the past five years D.C.s as a % of average new house prices have decreased in Oakville, Markham and Bradford West Gwillimbury, increased marginally (.3%) in Brampton and Ajax and significantly (3%) in Toronto.

Tables 6 and 7 present the increases in housing prices and D.C.s over the five-year period.

**Table 6 - Summary of Housing Price Increase for New Homes for Selected G.G.H. Municipalities**

	Town of Oakville	City of Brampton	City of Markham	Town of Bradford West Gwillimbury	Town of Ajax	City of Toronto
<b>Average New Home Price 36' lot (Percentage Increase)</b>	<b>103%</b>	<b>34%</b>	<b>100%</b>	<b>39%</b>	<b>30%</b>	<b>72%</b>

Source: Government Charges and Fees on New Homes in the Greater Toronto Area. Altus Group - 2013 vs. 2018





**Table 7 - Summary of Municipal and Education Development Charge Increase for New Homes for Selected G.G.H. Municipalities**

Item	Town of Oakville	City of Brampton	City of Markham	Town of Bradford West Gwillimbury	Town of Ajax	City of Toronto
Municipal D.C.s	36%	34%	37%	-3%	35%	213%
Education D.C.s	81%	113%	217%	62%	39%	174%
<b>Total D.C.s</b>	<b>39%</b>	<b>37%</b>	<b>42%</b>	<b>-1%</b>	<b>35%</b>	<b>212%</b>

Source: Government Charges and Fees on New Homes in the Greater Toronto Area. Altus Group - 2013 vs. 2018

In other jurisdictions, D.C.s as a percentage of new home prices are lower than the G.T.A.:

**Table 8 - Development Charges as a Percentage of New Home Prices for Selected Municipalities - 2018**

Item	City of Barrie	City of Hamilton	City of Kitchener	City of Windsor	City of Kingston	City of Ottawa
Average New Home Price	\$778,715	\$770,212	\$714,253	\$550,110	\$454,755	\$562,898
Total Municipal D.C.s	\$49,184	\$36,769	\$33,041	\$22,358	\$18,468	\$35,047
Education D.C.s	\$1,759	\$1,924	\$1,691	\$305	\$124	\$2,157
Total D.C.s	\$50,943	\$38,693	\$34,732	\$22,663	\$18,592	\$37,204
<b>D.C.s as a % of Housing Price</b>	<b>6.5%</b>	<b>5.0%</b>	<b>4.9%</b>	<b>4.1%</b>	<b>4.1%</b>	<b>6.6%</b>

Source: House Prices - CMHC Market Absorption Survey

## Impacts of Loss of Development Charges on the Tax and Rate Payers

The revenue sources available to municipalities to fund capital infrastructure are limited.

- **External sources** – Includes D.C. contributions, grants, *Planning Act* contributions (parkland dedications, section 37 contributions) and donations.
- **Financing** – Debt and P3 (public/private partnerships) are financing tools and assist in spreading the burden over periods of time; however, the payments are ultimately made by the tax/rate payer.
- **Internal** – Property taxes, water/wastewater/stormwater rates, user fees, reserves (note that these funds are accumulated from past taxes and rates).

As noted in Table 3, removal of D.C. revenues would have a direct and immediate impact on property taxes and user rates to fund the \$2 billion annual loss. Water and wastewater alone accounts for 39% of the collections and is crucial to the creation of serviced land to supply housing and employment. A recent report released by the CD Howe Institute (dated August 14, 2018) recommended the removal of the water and wastewater D.C.s. This loss of over \$780 million per year in external funding would have a major impact on water and wastewater customers. Ottawa, Peel and York Region considered the impacts of this recommendation and identified the following immediate impacts on their water/wastewater customers:



**Table 9 - Impact on Water/Wastewater Bills Due to Loss of Development Charges**

Municipality	Average Household Bill			User Rate Percentage Increase
	Bill Before Change	Bill After Loss of D.C. Revenue	Increase to Bill	
City of Ottawa	\$826	\$1,693	\$837	106%
Region of Peel	\$691	\$1,206	\$515	72%
Region of York <sup>1</sup>	\$888	\$1,417	\$529	85%

<sup>1</sup> Includes the impact on the Region's bill only - does not include lower tier's component

The above impact on rates must be considered in conjunction with potential added capital expenditures arising from the mandatory asset management requirements of the *Infrastructure for Jobs and Prosperity Act*. Under this legislation, municipalities have four years to comply in implementing long-term capital plans for rehabbing or replacing existing assets. Given that most Ontario municipalities have existing water/wastewater capital investments per customer of \$25,000-\$35,000, the ability to absorb the added costs for new infrastructure without D.C. revenue would be financially unaffordable for most municipalities.

### **The Cost of Growth**

The impact of development on a municipality is not often understood clearly. Appendix C provides a schematic overview of the different components of the municipal finance regime and how development impacts property taxes (and rates). On average, residential development creates more expenditures than it does revenue, placing upward pressure on taxes. As noted in the schematic, the purple boxes denote the need for infrastructure and the (partial) recovery from D.C.s leaving a net financial impact on the municipality. Should D.C.s be further reduced, there is a further and direct impact on taxes and rates.

### **Fiscal Impact Case Studies – Milton and Barrie**

Our firm has undertaken numerous fiscal impact assessments to evaluate the overall impact of growth on municipalities. Most often, these are undertaken as part of an Official Plan Review in order to provide direction on the timing and phasing of development (from an affordability perspective) along with financial policies to manage the financing of the infrastructure. Two examples of the impacts of growth are provided below:

**Town of Milton** – Located in the G.T.A. West, it is identified as a key growth area. In 2000, it had a population of 31,500 and was “planned” to grow to approximately 175,000. The early building projections were to grow at about 1,000 units per year which has increased significantly, reaching well over 2,000 units per year for a number



of years. At present, the Town's population is approximately 130,000. Planning for this municipality to grow almost six times its size required significant investment in both infrastructure and operating costs. From the fiscal impacts undertaken for each secondary plan, growth was deemed unaffordable. Observations arising from the studies included:

- D.C.s only contributed to about 75% of the growth-related costs (due to mandatory exemptions, reductions, deductions and averaging of historical service standards;
- Debt capacity would exceed 50% placing it well above the provincial limit of 25%; and
- Tax rate increases averaging approximately 10% per year were anticipated over the planning period.

Based upon the above challenges facing the Town, the growth would have to be slowed to approximately 30% of the growth targets in order to maintain financial affordability. The municipality, however, was able to negotiate with the development community to assist in mitigating the impacts. By agreement, capital contributions (in addition to the D.C. payments) were made to reduce the debt borrowing requirements (thus reducing the debt to below the capacity limits) along with the direct impact on property taxes.

**City of Barrie** – Located north of the G.T.A., Barrie also achieved rapid growth in the 1990s and subsequently sustained moderate growth thereafter. In 2010, the City had annexed 5,700 acres of land from Innisfil which was targeted primarily for residential development. Within the City's existing built boundary, there was significant residential lands along with employment lands to be developed. The landowners within the annexed area wished to proceed with the Secondary Plan process and potentially proceed to advance the development of the area. In addition to the financial costs of providing infrastructure to the existing built boundary area, the City was facing significant financial challenges to address replacement of aging water, wastewater, roads and other infrastructure. In attempting to address the financial infrastructure requirements within the existing built boundary along with layering the growth within the annexation lands, the City would have to consider the following impacts:

- D.C.s only contributed to about 75% of the growth-related costs (due to mandatory exemptions, reductions, deductions and averaging of historical service standards;
- Debt capacity would exceed 46% placing it well above the provincial limit of 25%; and
- Tax rate increases averaging 6% per year.

Similar to Milton, the City negotiated capital contributions to assist with reducing the debt capacity below the mandatory limit and the direct impact on property taxes (4% per year).



Note that the capital contributions mentioned for Milton and Barrie were to directly fund growth-related capital costs which were not D.C. recoverable as a result of the reductions, deductions and limitations set out in the D.C.A. Without these contributions, housing supply would have been reduced and staged to maintain affordability and sustainability. Note that with the changes imposed through the *Smart Growth for Our Communities Act, 2015* (Bill 73), the Province has sought to provide limitations in this area.

## **Housing Affordability in Ontario and the G.T.H.A.**

Housing costs are typically the most significant household expenditure and the costs associated with housing relative to household income can have a significant impact on household well-being. Measuring affordability typically involves comparing housing costs to household income.

“Affordability,” as defined in this context, is continually changing and is based on a number of parameters, including the dynamics of the housing market (supply and demand), mortgage costs (determined by interest rates), operating costs, characteristics of households (household income, position in life cycle, lifestyle choices) and government policy. Affordable housing includes both low-cost market housing for homeowners and renters, as well as non-market housing available at subsidized rates.

An analysis is provided in Appendix D. The analysis presented therein suggests that over the 2006 to 2016 period, erosion in housing affordability has been largely in the rental market, and not in the owner-occupied segment.

While new home prices have risen over the period, there are a number of factors that help explain why housing affordability in the ownership market has remained relatively steady over the period:

- The decline in interest rates over the period, which has reduced borrowing costs for mortgages and helped manage carrying costs;
- A significant shift in new housing mix to more affordable housing products – increasing absorption of townhouse and condo units as a share of total; and
- An increase in multi-generational living and other non-traditional living arrangements (largely occurring in the G.T.H.A.).

Meeting the needs of rental and affordable housing requires a significant emphasis to be placed on expanding the purpose-built rental inventory to meet growing market demand. While the secondary market and non-profit housing continue to be important suppliers of rental housing in the market, it is recognized that to significantly increase the supply of rental housing will likely require greater participation by the private-sector development community to construct purpose-built rental housing.



## Conclusions/Observations

From the discussion session undertaken with members of the development/building community, and the review provided herein, it is acknowledged that there are challenges for the development/building community to address the housing needs for certain sectors of the housing market. Rental housing is one example of an area where the low profit margins and high risks may limit participation by developer/builders; however, there clearly does not appear to be a Province-wide concern with D.C. rates which would warrant a wholesale reduction/elimination of D.C.s for any particular service.

As identified by Ottawa, Peel and York, the elimination of water/and wastewater D.C.s could have a very significant impact on annual customer billings impacting existing low-income households and affecting their ability to continue to afford their present homes. It would be short-sighted to eliminate D.C.s in order to stimulate a marginal increase in housing for potential new residents while possibly causing many marginal income homeowners to lose their homes due to the increased tax/rate charges. As well, the loss of this external funding source would reduce the creation of serviced lands for housing and employment.

To best address the Province's objectives, select segments of the housing market should be considered for assistance. Aid to the developer/builder should be performance-based in order to ensure that the desired actions for that housing market segment are carried out. Assistance could come in the form of grants funded by provincial/municipal funding sources. Other forms of assistance could be considered as well (low/no interest loans, delayed payments for municipal and senior level government fees and charges).

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Gary D. Scandlan, B.A., PLE  
Director



# Appendices



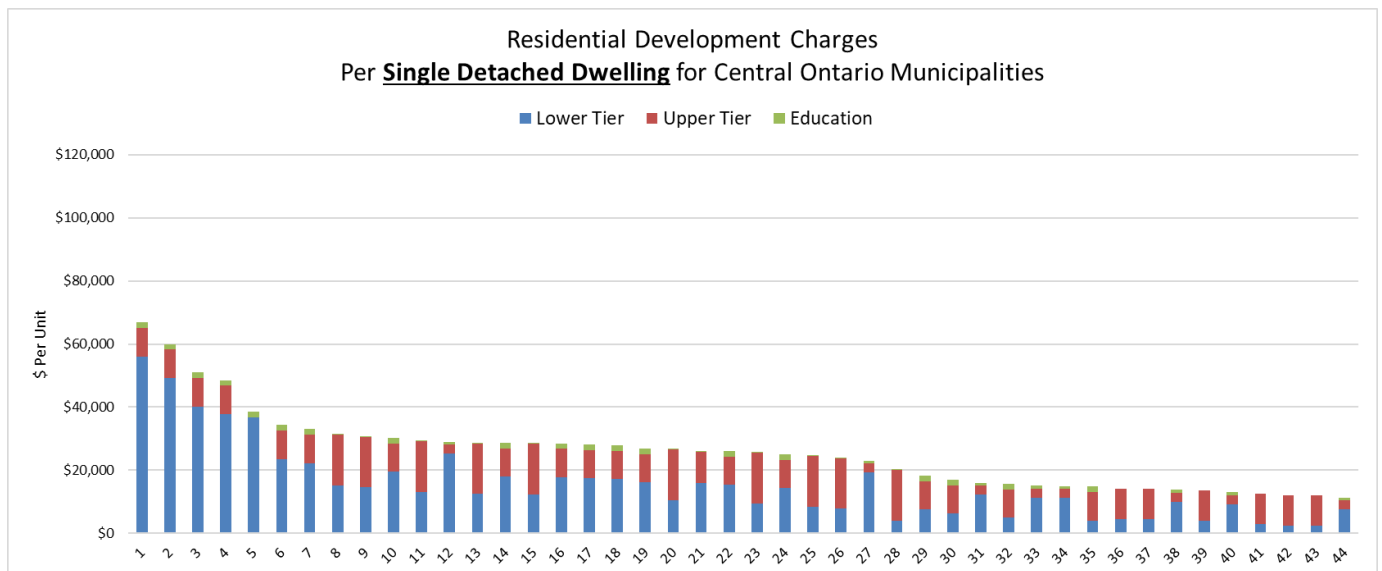
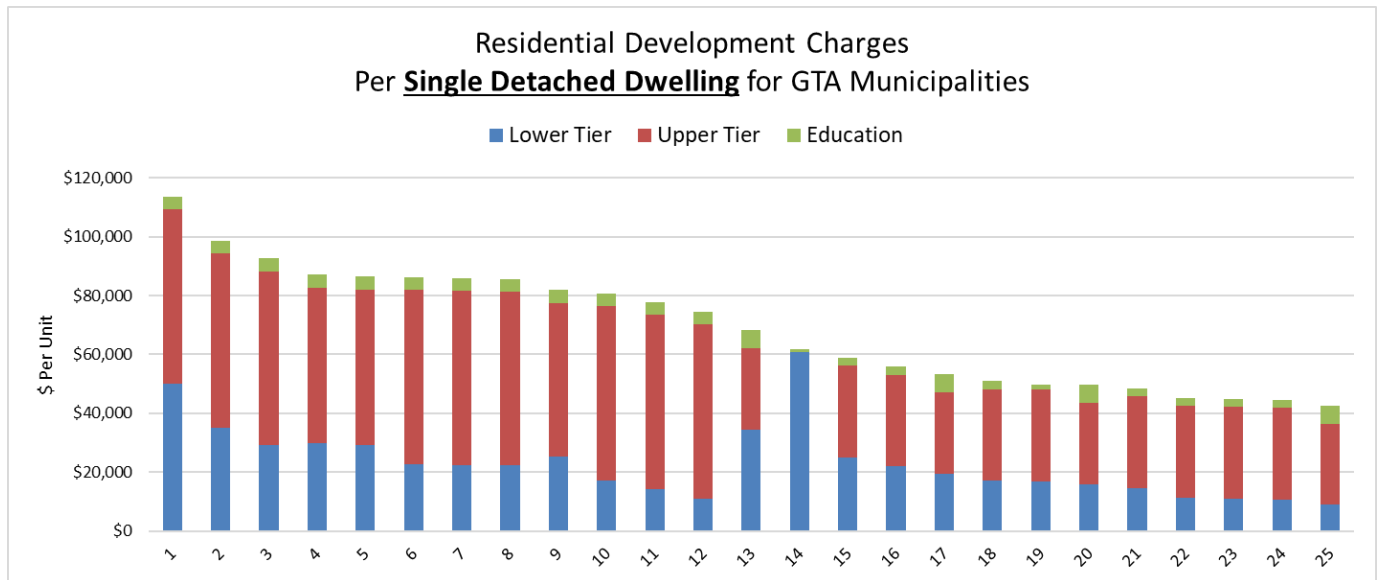


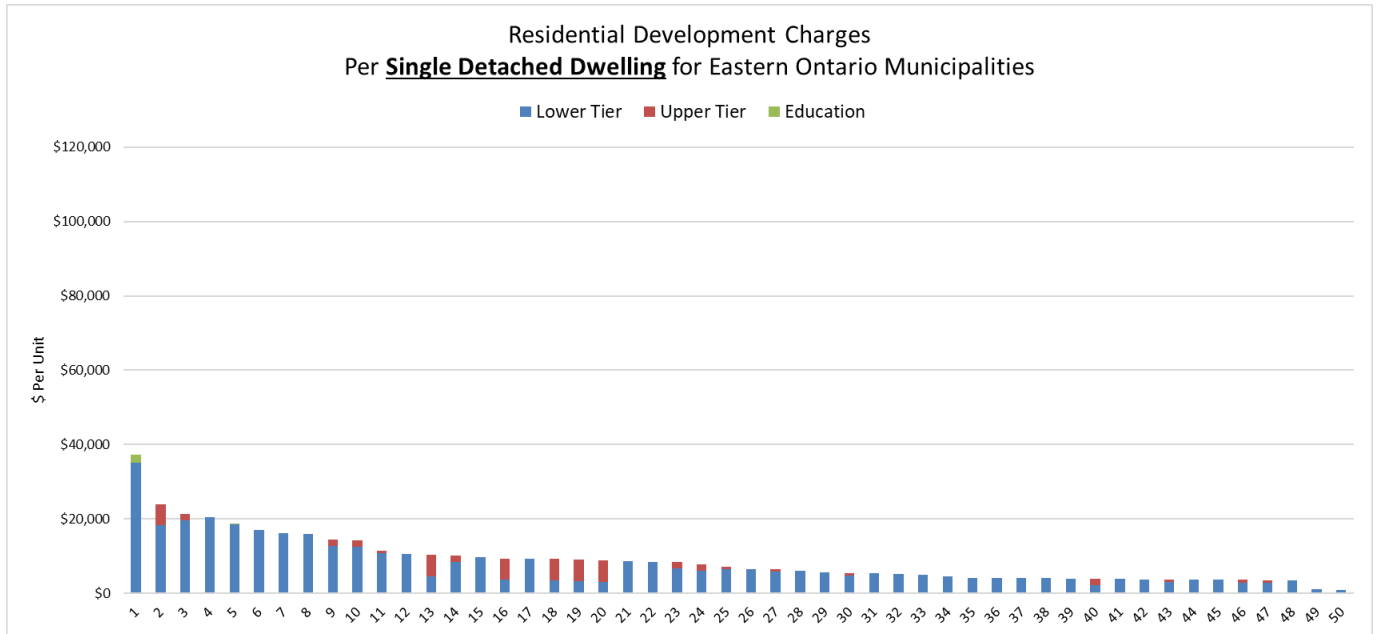
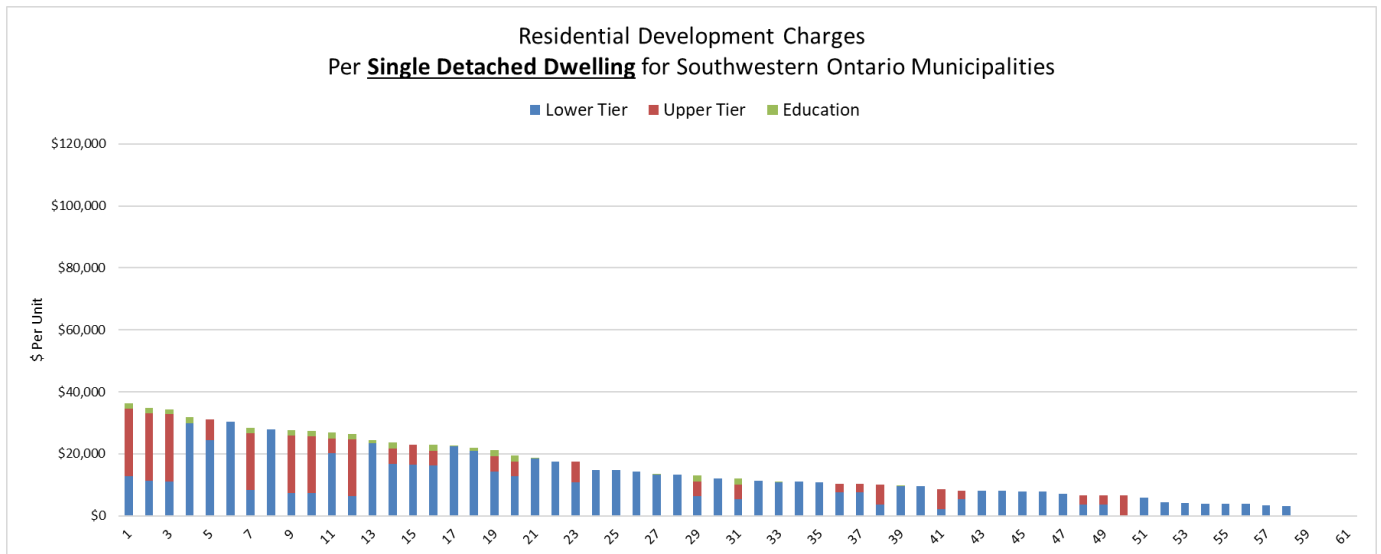
# Appendix A

## Development Charges in Ontario



# Appendix A: Development Charges in Ontario







# Appendix B

## Development Charge Collections 2013 to 2017



# Appendix B: Development Charge Collections 2013 to 2017

Development Charge Collections - 2013 to 2017

Service	2013	2014	2015	2016	2017	Total	Average Annual
General Government	12,050,045	12,270,754	12,829,713	21,443,520	8,654,142	67,248,174	13,449,635
Fire Protection	19,100,753	23,624,512	24,765,253	27,313,942	26,978,473	121,782,933	24,356,587
Police Protection	16,473,155	18,511,592	20,652,998	18,378,613	20,548,089	94,564,447	18,912,889
Roads and Structures	459,358,776	612,034,803	690,333,195	779,050,973	719,779,061	3,260,556,808	652,111,362
Transit	76,809,022	132,348,600	130,908,057	132,489,696	136,970,102	609,525,477	121,905,095
Wastewater	226,276,592	326,853,930	366,627,394	442,003,774	377,008,100	1,738,769,790	347,753,958
Stormwater	35,407,598	37,192,646	36,127,040	52,679,456	53,577,620	214,984,360	42,996,872
Water	249,052,732	324,843,966	373,922,202	474,822,033	513,942,477	1,936,583,410	387,316,682
Emergency Medical Services	3,112,736	4,765,936	5,128,696	4,840,840	5,773,536	23,621,744	4,724,349
Homes for the Aged	3,073,247	2,939,550	3,743,039	3,595,331	4,297,427	17,648,594	3,529,719
Daycare	2,499,810	3,301,019	3,088,376	1,760,689	2,473,840	13,123,734	2,624,747
Housing	17,947,287	18,658,790	19,786,738	16,116,747	21,684,247	94,193,809	18,838,762
Parkland Development	64,269,835	88,966,081	84,900,635	73,762,908	87,751,688	399,651,147	79,930,229
GO Transit	7,594,651	9,005,572	10,515,931	9,837,550	10,461,361	47,415,065	9,483,013
Library	28,579,595	33,673,639	32,963,569	33,161,869	34,690,844	163,069,516	32,613,903
Recreation	113,885,296	139,822,233	162,878,471	165,794,581	160,313,825	742,694,406	148,538,881
Development Studies	6,785,229	7,539,525	9,634,244	9,536,538	11,607,836	45,103,372	9,020,674
Parking	1,906,154	3,594,036	4,821,705	3,986,887	3,947,438	18,256,220	3,651,244
Animal Control	18,224	16,511	44,952	23,839	15,205	118,731	23,746
Municipal Cemeteries	38,942	69,614	55,007	170,736	108,145	442,444	88,489
Other	100,284,812	88,219,453	84,354,637	82,829,254	71,435,996	427,124,152	85,424,830
<b>Total</b>	<b>1,444,524,491</b>	<b>1,888,252,762</b>	<b>2,078,081,852</b>	<b>2,353,599,776</b>	<b>2,272,019,452</b>	<b>10,036,478,333</b>	<b>2,007,295,667</b>

Source: Financial Information Returns - 2013 - 2017



# Appendix C

## The Cost of Growth





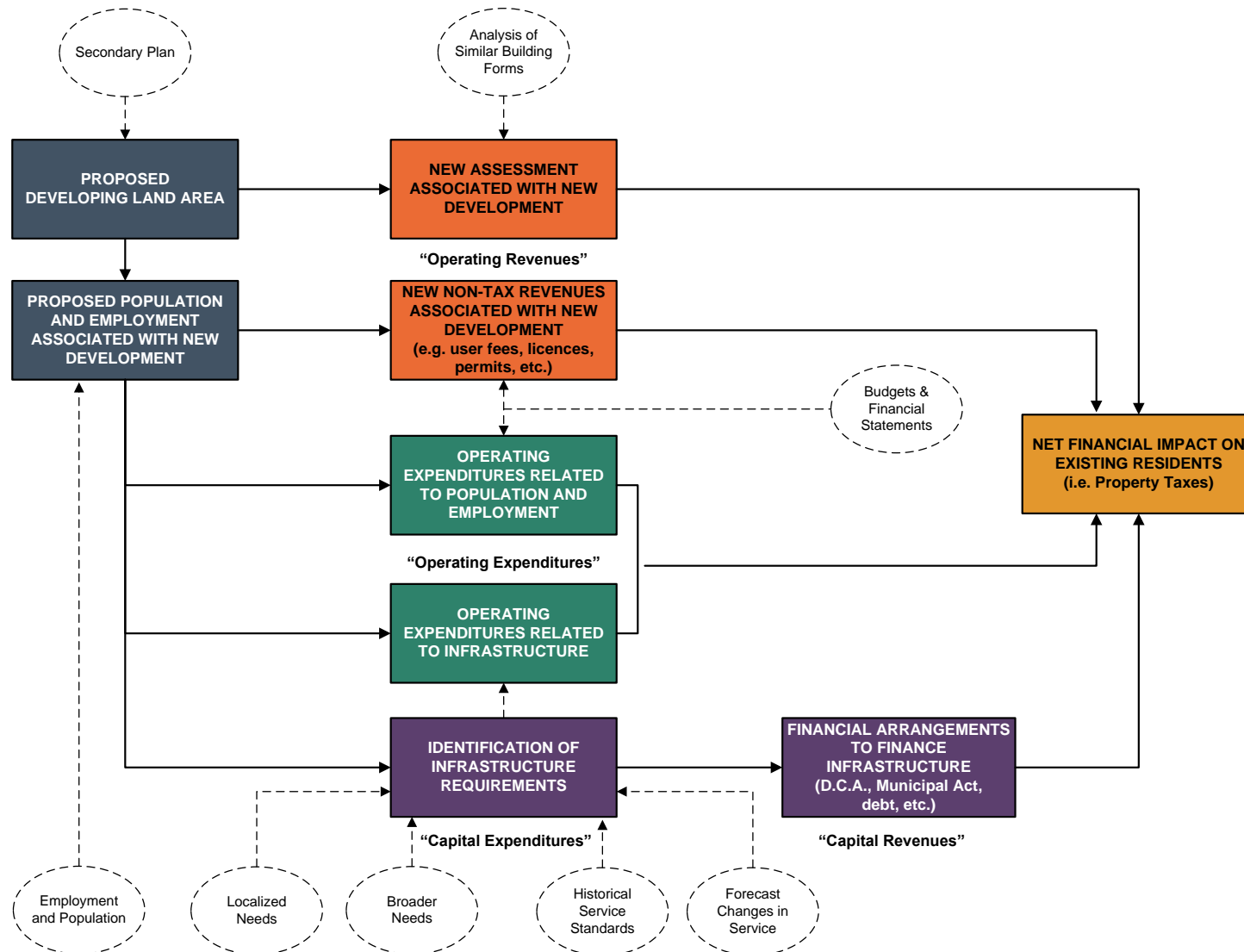
## Appendix C: The Cost of Growth

Figure C-1 provides a schematic overview of the impact of growth on capital and operating expenditures and revenues, which is described as follows:

- Pink Boxes – denote the anticipated development within a municipality to their Official Plan buildout.
- Fuchsia Boxes – denote the capital infrastructure needs to service the anticipated development. The capital requirements to support the servicing needs (water, wastewater, roads, fire, parks and recreation, etc.) will often be identified through growth-related studies and service master plans. Financing methods for funding the infrastructure are then considered in light of external financing recoveries (including D.C.s) and internal recoveries (reserves, transfers from operating). Any shortfalls in annual funding of the capital infrastructure is often cash flowed by the use of debt financing (the debt financing will then be included in annual operating budgets to service the principal and interest payments).
- Orange Boxes – denote the additional operating expenditures anticipated over time. These costs have been assessed on two different bases: operating costs related to infrastructure; and operating costs related to population/employment. The former identifies the specific operating costs anticipated to be incurred as additional infrastructure (i.e. treatment plants, roads, facilities, etc.) is constructed. The latter identifies program expenditures that are linked to population and employment growth.
- Blue Boxes – denote anticipated operating revenues commensurate with growth. The upper box identifies the additional assessment anticipated as residential, commercial and industrial building activity occurs over the forecast period. This new assessment gives rise to additional property tax revenue. The lower box identifies non-tax revenues such as user fees, permits, licences, etc., which are anticipated to grow in concert with population and employment growth.
- Yellow Box – denotes the overall financial impact on property taxes and rates over the forecast period. It is this impact that Council will have to consider in the future as secondary plans are approved and development approvals come forward.



Figure C-1  
Overview of the Financial Impact of Growth





# Appendix D

## Development Charges and Affordable Housing



## Appendix D: Development Charges and Affordable Housing

Housing costs are typically the most significant household expenditure and the costs associated with housing relative to household income can have a significant impact on household well-being. Measuring affordability typically involves comparing housing costs to household income.

“Affordability,” as defined in this context, is continually changing and is based on a number of parameters, including the dynamics of the housing market (supply and demand), mortgage costs (determined by interest rates), operating costs, characteristics of households (household income, position in life cycle, lifestyle choices) and government policy. Affordable housing includes both low-cost market housing for homeowners and renters, as well as non-market housing available at subsidized rates.

### Change in Household Income vs. Shelter Costs, 2006 to 2016

- Figures 1 and 2 summarize the percentage change in average household income and average shelter costs for owner-occupied and renter-occupied households in Ontario and the G.T.A. over the 2006 through 2016 periods, based on Census data. Key observations:
  - Owner-occupied household income has generally kept pace with increases in shelter costs over the period in the Province of Ontario and in the G.T.A.; and
  - Renter-occupied shelter costs have increased more over the past decade than household income, suggesting that there has been erosion in rental housing affordability over the period.



Figure 1

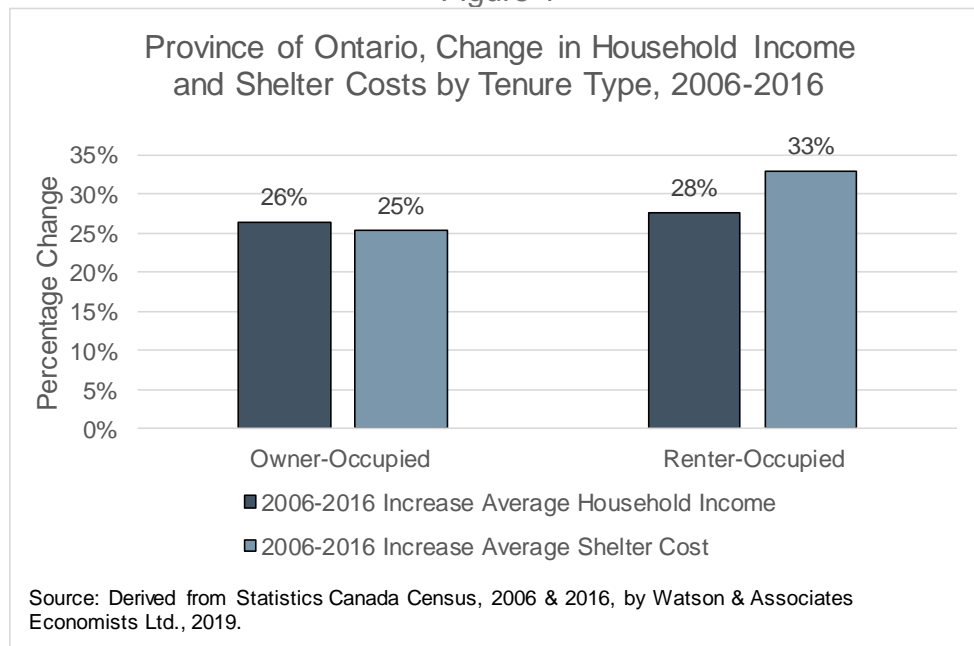
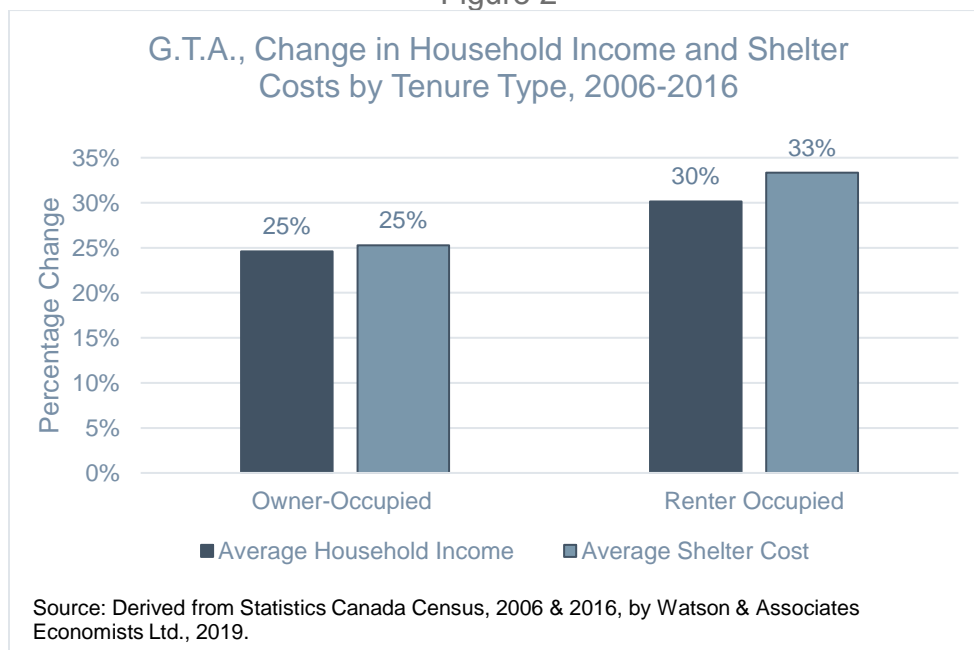


Figure 2





## Share of Households Spending 30% or more on Shelter Costs

In Canada, housing affordability is often measured through the shelter cost-to-income ratio. A ratio of 30% is commonly accepted as the upper limit for affordable housing. Households spending more than 30% on housing are generally considered in need of more affordable housing alternatives. This measure is applicable to both owner-occupied and rental dwellings.

Figures 3 through 6 illustrate the share of households in Ontario spending 30% or more of household income on shelter costs. This data provides insight into the relative affordability challenges by geographic location, housing tenure and how affordability has changed over the past decade (2006 to 2016). Key observations:

- In 2016, 27.6% of Ontario households spent more than 30% of their household income on shelter costs. The share of households spending more than 30% of household income on shelter costs was higher in the G.T.H.A. than elsewhere in the Province (32.0% vs. 23.2%);
- 45% of renter-occupied households in Ontario are spending 30% or more of household income on shelter costs – a significantly higher share than owner-occupied households. There is minimal variation between the G.T.H.A. and the rest of Ontario with respect to this metric;
- 20% of owner-occupied households in Ontario are spending 30% or more of household income on shelter costs. The share is notably higher in the G.T.H.A. vs. elsewhere in the Province (25% vs. 15%). The share of households is higher when considering only owner-occupied households with mortgages. In the G.T.H.A., 30% of owner-occupied households with mortgages are spending 30% or more of household income on shelter costs. This is compared to 16% in the rest of the Province;
- The share of owner-occupied households with mortgages spending more than 30% of household income on shelter costs has declined marginally between 2006 and 2016. This trend has been observed in both the G.T.H.A. and in the rest of the Province; and
- With respect to renter households, the share of households spending more than 30% of household income on shelter costs has increased marginally between 2006 and 2016; this increase has been observed both provincially and in the G.T.H.A.





Figure 3  
Share of Households Spending 30% or More of Household  
Income on Shelter Costs, 2016

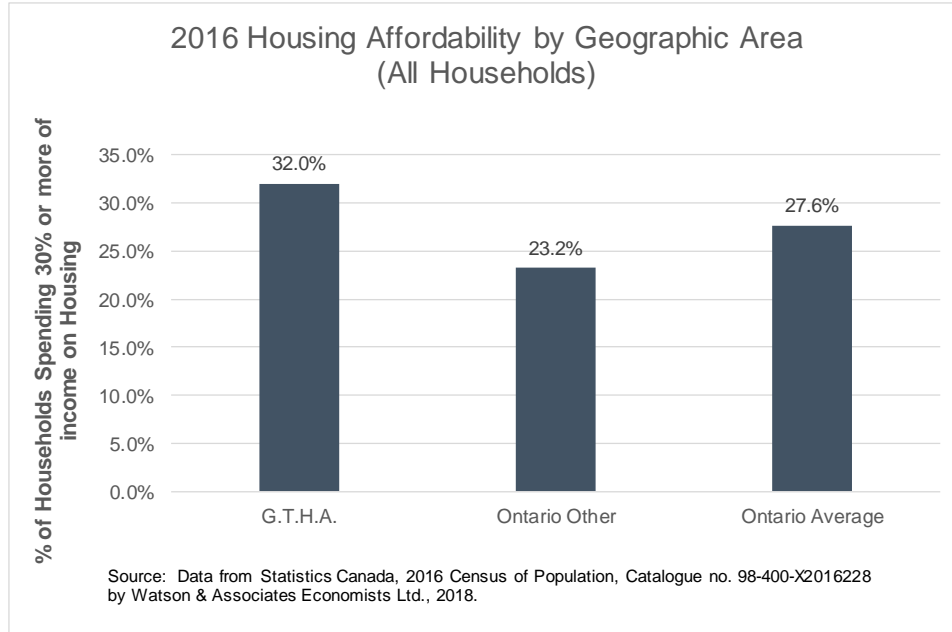


Figure 4  
Share of Households Spending 30% or More of Household  
Income on Shelter Costs, 2016

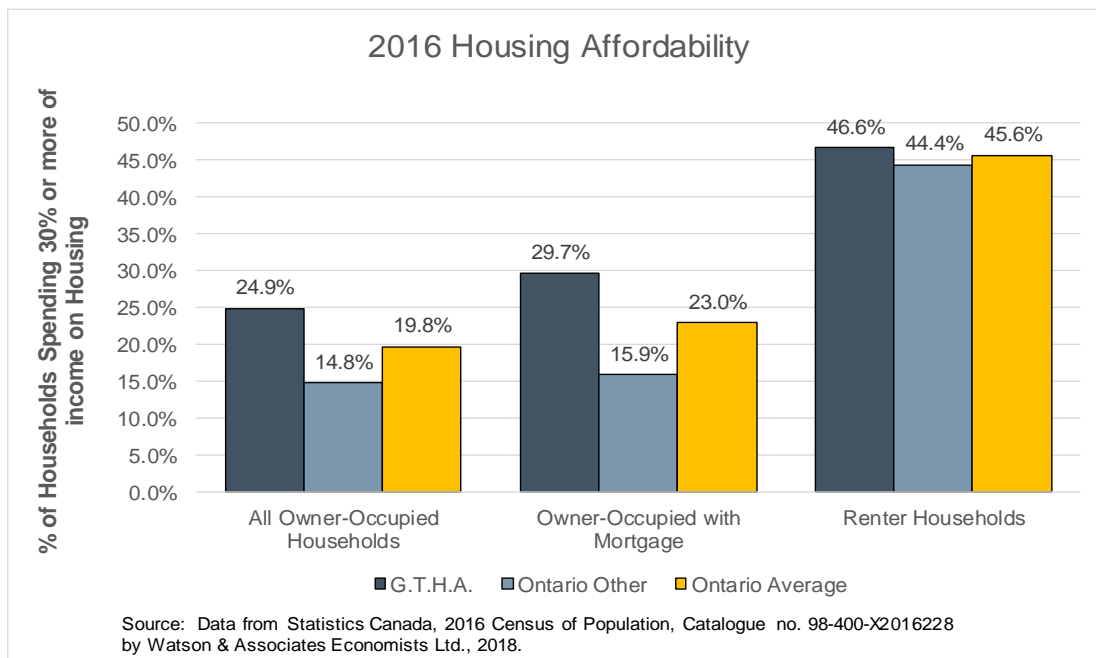




Figure 5

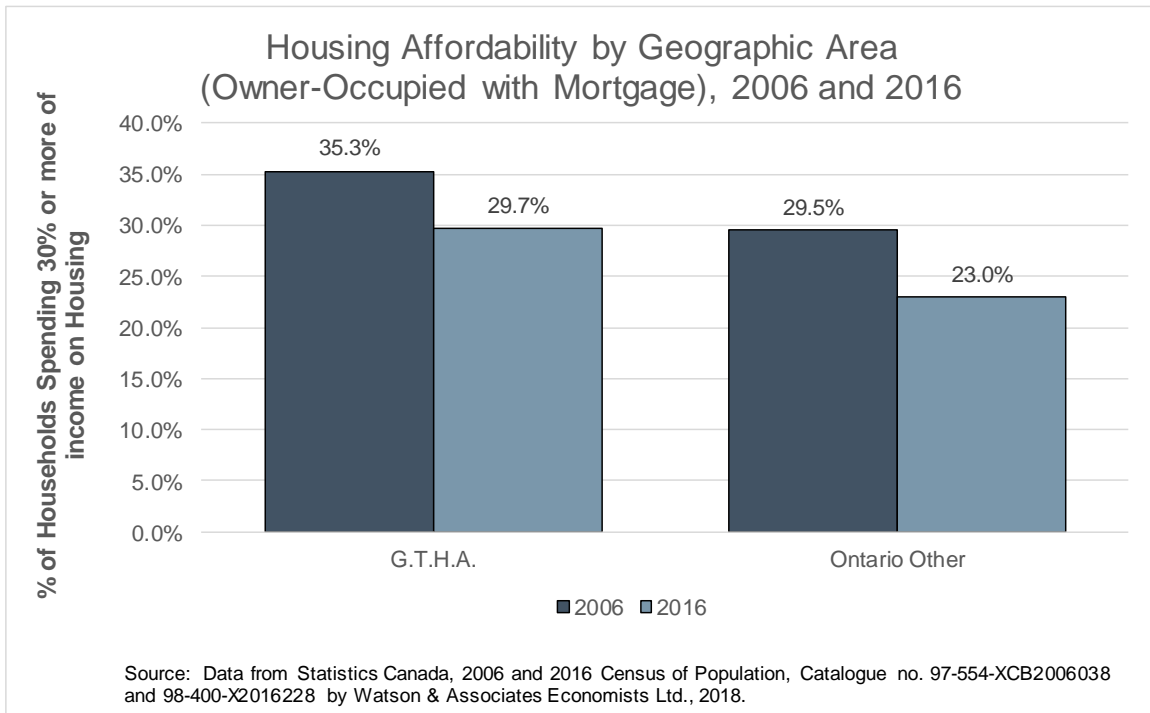
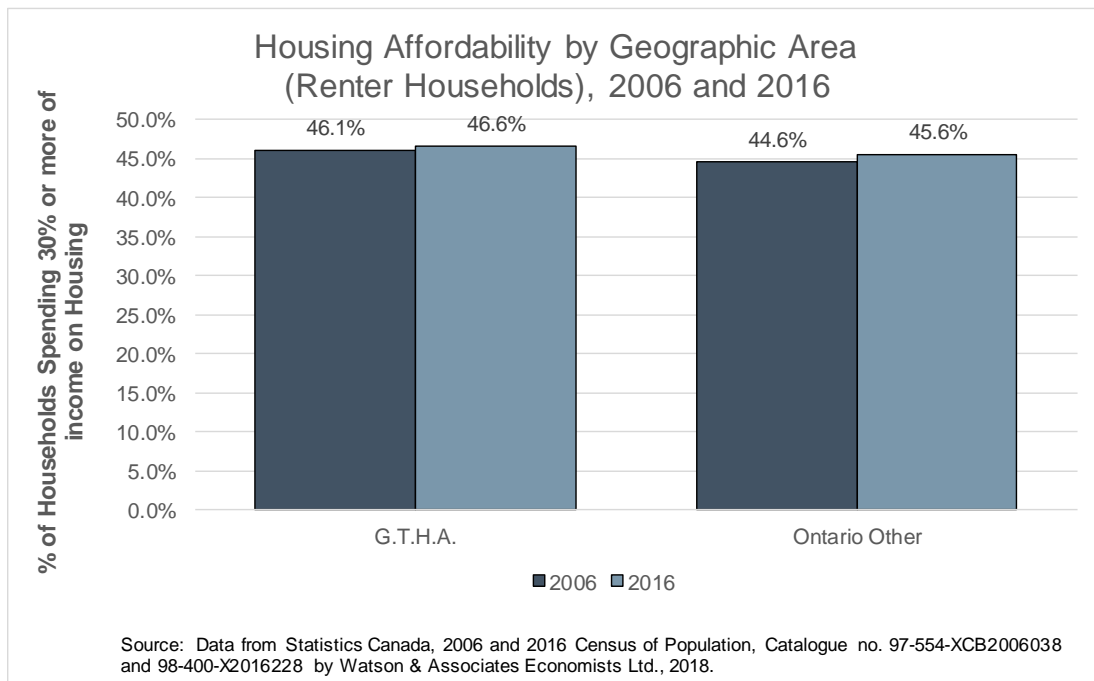


Figure 6





## Observations

The analysis presented herein suggests that over the 2006 to 2016 period, erosion in housing affordability has been largely in the rental market, and not in the owner-occupied segment.

While new home prices have risen over the period, there are a number of factors that help explain why housing affordability in the ownership market has remained relatively steady over the period:

- The decline in interest rates over the period, which has reduced borrowing costs for mortgages and helped manage carrying costs;
- A significant shift in new housing mix to more affordable housing products – increasing absorption of townhouse and condo units as a share of total; and
- An increase in multi-generational living and other non-traditional living arrangements (largely occurring the G.T.H.A.).

## **Need for Affordable Rental Housing**

To maintain a well-balanced, strong community and ensure long-term sustainability, it is vital that municipalities offer a wide range of housing options for a broad range of income groups, including a provision for rental housing and affordable housing.

Market demand for rental housing has been increasing due to a number of factors, including a growing population, the erosion in housing ownership affordability, and changing demographics (e.g. aging population). Despite this, there has been a limited supply of new purpose-built rental housing developed in the past 15 years. Instead, the majority of new rental units has come through the secondary market – condominium units rented by owners and second suites – as well as non-profit housing development.

Meeting the needs of rental and affordable housing requires a significant emphasis to be placed on expanding the purpose-built rental inventory to meet growing market demand. While the secondary market and non-profit housing continue to be important suppliers of rental housing in the market, it is recognized that to significantly increase the supply of rental housing will likely require greater participation by the private-sector development community to construct purpose-built rental housing.



The limited supply of new purpose-built rental housing in the G.T.H.A., combined with increasing demand, has driven the vacancy rate to record lows. Currently, the average vacancy rate for purpose-built rental units in the G.T.H.A. is 1.3%. This is compared to a 3% vacancy rate typically observed in a balanced rental market, suggesting that the G.T.H.A. is constrained with respect to supply.

The preference for condominium developments (as opposed to purpose-built rentals) by developers has been largely driven by financial considerations. Unlike condominium projects, which usually require large down payments from unit buyers in advance (pre-sale of units), rental apartments require the developer to cover most of the initial construction costs. The risk can often dissuade builders from investing in these projects. Further, the developer must often rely on a rental revenue stream over a longer time period to recoup initial investment, compared to selling units immediately after project completion in a condominium development. There is also more uncertainty in rental revenue streams due to government rent controls and potential vacancies which can negatively impact future cash flow.

**From:** [Karen Landry](#)  
**To:** [Nina Lecic](#)  
**Subject:** FW: Results of OMERS Review Disappointing  
**Date:** Friday, January 18, 2019 4:55:12 PM

---

**From:** The Municipal Employer Pension Centre of Ontario (MEPCO) <[mepco@mepco.ca](mailto:mepco@mepco.ca)>  
**Sent:** Friday, January 18, 2019 2:12 PM  
**To:** Karen Landry <[KLandry@puslinch.ca](mailto:KLandry@puslinch.ca)>  
**Subject:** Results of OMERS Review Disappointing

OMERS Review Update



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## MEPCO Member Newsletter

Welcome to the third edition of the Municipal Employer Pension Centre of Ontario's member

newsletter. MEPCO shares advice and expertise with municipal representatives to OMERS. Through MEPCO, municipal employers can speak with one strong, well-informed voice.

---

## Results of OMERS Review disappointing, no improvements made to Plan sustainability

In November, the OMERS Sponsors Corporation Board passed two out of six proposals made through the [Comprehensive Plan Review Process](#):

- Eliminating the current 35-year service gap.
- Allowing paramedics to negotiate Normal Retirement Age (NRA) 60 participation.

[MEPCO's Board is disappointed with this result](#). The first review of its kind since the Plan was founded, the CPR process gave employer and employee sponsors the opportunity to work together toward a healthier OMERS Plan for all. MEPCO's Board pushed hard for changes that would improve sustainability, including:

- Conditional indexing for future service.
- Modification of early retirement subsidies.
- Fully integrating OMERS with the Canada Pension Plan to save on contribution costs and simplify Plan administration.

Rejection of these changes compromises OMERS' long-term sustainability. It is critical that OMERS has levers in place to manage economic storms and respond to demographic changes like the shrinking pool of employees that support a rapidly growing group of retirees. Relying only on investment returns to achieve full Plan funding is a big risk in today's volatile global economic climate.

MEPCO's work to improve Plan sustainability is far from over, despite the end of the CPR process. The Board continues to call for common-sense changes that would improve Plan funding and sustainability. MEPCO's advice to AMO's OMERS representatives is to continue discussions with other Plan sponsors until meaningful changes can be achieved.

## Approved Plan changes increase municipal costs

Both Plan changes approved through the CPR process can increase municipal costs:

- Municipal governments must continue to make OMERS contributions for employees that work beyond the 35-year service cap.
- The potential extension of NRA 60 participation to paramedics would substantially increase contribution costs for both paramedics and their employers.

Municipal employers are strongly encouraged to contact OMERS for information regarding the costs of extending NRA 60 benefits to paramedics through bargaining. MEPCO will



provide more information as these changes are implemented.

## MEPCO Board activities

Highlights of the December MEPCO meeting include:

- OMERS Administration Corporation (AC) Board Chair George Cooke provided an update to MEPCO's Board. OMERS will report on 2018 investment returns in the new year.
- AMO's AC representatives updated the Board on 2018 investment performance and other matters.
- AMO's Sponsors Corporation (SC) representatives updated the Board on the results of the CPR process and shared that the SC has completed its Co-Chair selection process. Incumbent Co-Chair Marianne Love, AMO's representative, is not eligible to serve beyond 2018. AMO representative Barry Brown, and Ontario Professional Fire Fighters Association representative Frank Ramagnano, were appointed Co-Chairs for 2019.
- MEPCO staff presented a 2019 work plan to guide activities for the next year.

MEPCO's work continues to be guided by the Primary Plan Pension Platform, which sets out principles and positions on key aspects of managing a pension plan as complex as OMERS. The Platform's general principle is "to attain long-term sustainability, the OMERS Plan should have sufficient flexibility in all of its key policy areas to allow the Plan to adjust to trying times." The Platform remains a key reference point for the Board's work.

## MEPCO Annual Report

[MEPCO's 2017 Annual Report](#) is available online. Learn more about key developments in 2017 and MEPCO's work to help achieve a more sustainable OMERS Pension Plan.



---

**Unsubscribe**



**From:** [Karen Landry](#)  
**To:** [Council](#)  
**Subject:** FW: Summary of the GRCA General Membership Meeting – January 25, 2019  
**Date:** Friday, January 25, 2019 1:53:01 PM  
**Attachments:** [image002.emz](#)  
[image005.png](#)  
[image002.emz](#)  
[image004.png](#)

---

**From:** Eowyn Spencer <[espencer@grandriver.ca](mailto:espencer@grandriver.ca)>  
**Sent:** Friday, January 25, 2019 1:24 PM  
**Cc:** Lisa Stocco <[lstocco@grandriver.ca](mailto:lstocco@grandriver.ca)>; Sara Wilbur <[swilbur@grandriver.ca](mailto:swilbur@grandriver.ca)>; Doina Hartley <[dhartley@grandriver.ca](mailto:dhartley@grandriver.ca)>; Karen Armstrong <[karmstrong@grandriver.ca](mailto:karmstrong@grandriver.ca)>  
**Subject:** Summary of the GRCA General Membership Meeting – January 25, 2019



-  
*To GRCA/GRCF Board 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:*

- Grand River Conservation Foundation Member Appointment
- Award of Tender - Driveway Installation
- Award of Tender - 2019-2021 Firewood Supply
- Brant Rural Water Quality Program Delivery Agreement Renewal
- A Made-in-Ontario Environment Plan

### **Information Items**

*The Board received the following reports as information:*

- Cash and Investment Status
- Environmental Assessments
- Current Watershed Conditions
- Report of the Audit Committee
- Budget 2019 - Second Draft
- Per Diems and Honorariums
- Development, Interference with Wetlands and Alterations to Shorelines Regulation
- Bill 66 - Restoring Ontario's Competitiveness Act, 2018
- Grand River Watershed Flood Warning System

### **Correspondence**

*The Board received the following correspondence:*

- Minister of the Environment, Conservation and Parks regarding unauthorized tenting
- Woolner Trails Community Association regarding the City of Kitchener's proposed zoning by-law

### **Election of Officers**

*The board elects a chair and vice-chair each January to serve for the coming year.*

- Helen Jowett was acclaimed as Chair of the Grand River Conservation Authority for a fourth term
- Chris White was acclaimed as Vice-Chair of the Grand River Conservation Authority for a fourth term

*For full information, please refer to the [January 25 Agenda Package](#). Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar on February 22, 2019*

*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'.*

**Kind regards,**

**Eowyn Spencer** | Executive Assistant | Grand River Conservation Authority  
[www.grandriver.ca](http://www.grandriver.ca) | Phone: 519-621-2763 x.2200 | [espencer@grandriver.ca](mailto:espencer@grandriver.ca)

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-6500

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-6500



January 24, 2019

Dear Head of Council:

On June 7, 2018 the people of Ontario set a clear agenda for our government – they elected a government that believes in transparency and accountability for the people, they wanted a government that prioritizes fiscal responsibility and they wanted a government that would clean up the regulatory environment and make Ontario open for business.

As you know, we recently introduced Bill 66 – the proposed Restoring Ontario's Competitiveness Act, 2018. Included in the legislation, were proposed changes to the *Planning Act* that would create a new economic development tool, the open-for-business planning by-law. The tool would be available to all local municipalities to ensure they can act quickly to attract businesses seeking development sites by streamlining land use planning approvals.

The use of this tool would never have been approved at the expense of the Greenbelt or other provincial interests like water quality or public health and safety. Our Made-in-Ontario Environment Plan committed to strong enforcement action to protect our lakes, waterways and groundwater from pollution. We will build on the ministry's monitoring and drinking water source protection activities.

That said, our Government for the People has listened to the concerns raised by MPP's, municipalities and stakeholders with regards to Schedule 10 of Bill 66 and when the legislature returns in February, we will not proceed with Schedule 10 of the Bill.

For a copy of Bill 66 – the proposed Restoring Ontario's Competitiveness Act, 2018 and to monitor the status of the Bill through the legislative process, please visit the Legislative Assembly of Ontario website: [www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-66](http://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-66).

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Steve Clark  
Minister

**From:** [Karen Landry](#)  
**To:** [Mary Hasan](#); [Nina Lecic](#)  
**Subject:** RE: AMO Policy Update - New Policy Resources Available for a New Year  
**Date:** Monday, January 28, 2019 8:42:48 AM

---

**From:** AMO Communications <[Communicate@amo.on.ca](mailto:Communicate@amo.on.ca)>  
**Sent:** Friday, January 18, 2019 2:36 PM  
**To:** Mary Hasan <[mhasan@puslinch.ca](mailto:mhasan@puslinch.ca)>  
**Subject:** AMO Policy Update - New Policy Resources Available for a New Year

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## AMO Policy Update



January 18, 2019

### **New Policy Resources Available for a New Year**

#### **1. AMO's Key Messages – Amplifying AMO's Key Messages for Ontario Budget 2019**

Councils and members are encouraged to review and reinforce themes from AMO's [submission](#). To help advance municipal interests and influence the Budget preparation, please use the following key messages with your local MPPs and Ministers.

Seven highlights of AMO's Submission include:

1. Ontarians already pay the highest property taxes in the country generally driven by the transfer of social housing and other services, a role in healthcare, and emergency service cost growth.
2. Polling shows us municipal services are important to Ontarians. More than eight in ten Ontarians say they would be concerned if the Province placed new demands on municipal governments that result in higher property taxes.
3. For almost half of Ontario's municipal governments, a 1% property tax increase raises less than \$50,000. Every municipality and every local economy is different. Many communities have a very limited tax base and fiscal capacity. This demonstrates that others are experiencing incredible growth that puts significant pressure on expanding services.
4. In 2018, \$133.7 billion in provincial spending went to all transfer payment recipients. Support for municipal governments accounts for just \$4.2 billion of that amount or 5.6% of provincial spending. This is small but the support these dollars provide locally is huge.
5. AMO estimates municipal governments need \$4.9 billion per year for ten years on top of the existing federal and provincial transfers to continue delivering today's services and close the infrastructure gap.

6. Development charge revenue must not be eroded. Shortchanging the public services Ontarians depend on is no way to build the communities people want to live in.
7. Municipal governments are important to the provincial government. We are the front line. We deliver many of the services that make communities strong and we build the infrastructure needed to grow the economy.

The [Standing Committee on Finance and Economic Affairs](#) is accepting written pre-budget submissions by 5:00 pm on Tuesday January 29, 2019.

**Contact:** Matthew Wilson, Senior Advisor, [mwilson@amo.on.ca](mailto:mwilson@amo.on.ca), 416-971-9856 ext. 323.

## 2. AMO Health Discussion papers released and upcoming webinar

AMO is pleased to release [two policy discussion papers](#) on health issues entitled, "[Partners for a Healthy Ontario: A Check-up on the Municipal Role for Health](#)", and its accompanying document, "[A Compendium of Municipal Health Activities and Recommendations](#)". The papers are the product of AMO's Health Task Force and approved by AMO's Board. The Task Force was co-chaired by AMO Board members Mark Taylor, former Deputy Mayor and Councillor of Ottawa and Graydon Smith, Mayor of Bracebridge.

The starting place for the paper is the fact that Ontario's municipal governments are deeply invested in the public health and health care services. This level of involvement has been evolving over time and is not generally understood by the public, Province, or stakeholders. Municipal governments contributed \$2.1 billion for health costs in 2017, an increase of 38% since 2012. This does not include support services, like social services, housing, and recreation.

The paper reviews the current municipal role in health and provides recommendations to modernize and strengthen the provincial-municipal working relationship. With local knowledge and expertise, municipal governments can provide valuable input into the health system. Given the level of financial investment, municipal governments should also have greater say over health delivery decisions that affect municipal costs and services. This should also lead to better local health outcomes in a way that is fair to property taxpayers and residents.

AMO is hosting a [free webinar](#) on health policy and service issues for municipal officials and staff on **Thursday, January 24<sup>th</sup>** from 10 – 11 a.m. It will provide an overview of the health policy paper including our key municipal recommendations to the Province to improve local health services. Register today to learn about municipal governments' evolving role in the healthcare and public health systems.

**Contact:** Michael Jacek, Senior Advisor, [mjacek@amo.on.ca](mailto:mjacek@amo.on.ca), 416-971-9856 ext. 329.

## 3. AMO's Response to Provincial Environmental Plan available now

November 29, 2019 saw the Minister of the Environment, Conservation and Parks release Ontario's new [Environmental Plan](#), a broad strategy for environmental action in the province for the next four years and beyond. The plan includes proposals that touch on water and wastewater, climate change, waste management, energy conservation and extreme weather, to name a few. To provide input into the plan and help municipal governments understand sector-wide implications of the proposals

AMO has developed a [response](#) to the government which compliments our [earlier input](#) into the generation of the document. Municipal staff and officials are encouraged to review these documents in formulating local responses.

**Contact:** Craig Reid, Senior Advisor, [creid@amo.on.ca](mailto:creid@amo.on.ca), 416-971-9856 ext. 334.

For more information on AMO policy issues and to keep current on municipal policy matters, please visit the AMO [website](#) regularly.

We hope to see many of you at the upcoming [ROMA conference](#) on January 27-29, 2019.

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# Halton North Commercial Vehicle Inspection Facilities

WO 15-20002

## Township of Puslinch

Council Presentation

February 6, 2019



## Agenda

1. Study Purpose
2. Study Area
3. Study Process
4. Project Recap
5. Evaluation Process and Criteria
6. Preliminary Mitigation Measures
7. Preferred Sites
8. Next Steps
9. Schedule

# Study Purpose

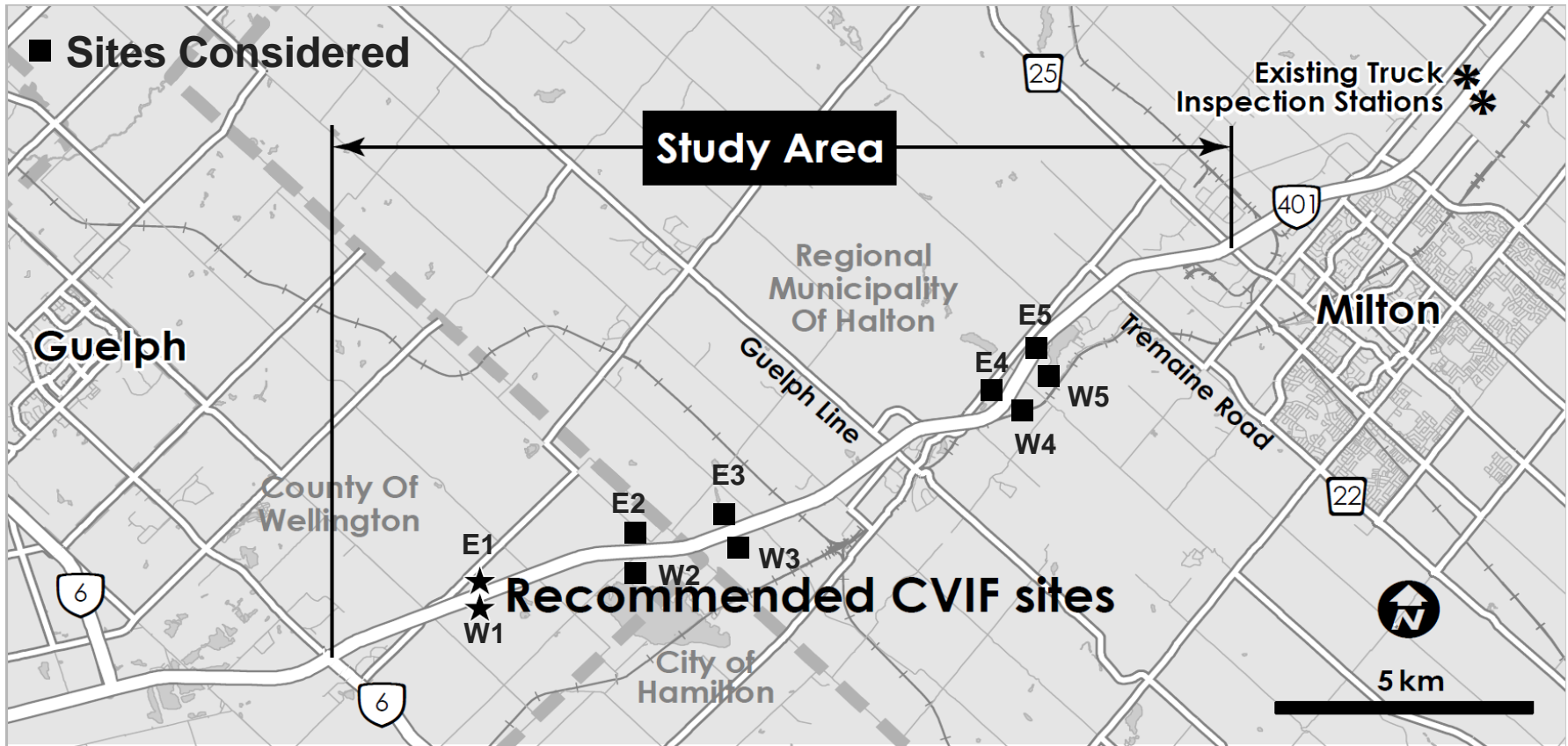
- Identify two new site locations for the Halton North Truck Inspection Stations along Highway 401 (eastbound and westbound)
- Existing stations located near Trafalgar Road to be closed by widening of Highway 401 (approved in 2013 TESR)
- Upgrade the facilities to Commercial Vehicle Inspection Facility (CVIF) Standards



# Study Area

This study area was determined based on the following:

- east of Regional Road 25 is planned for core/collector system
- a connection between Highway 6 South and Highway 6 North (Morrison Bypass) has environmental assessment approval (2016) and cannot support a CVIF
- no existing or planned core-collector highway system
- outside of an urbanized area
- sufficient space to have access in and out of the potential sites
- desirable separation between existing inspection facilities in Putnam and Whitby







## This study follows a specific process

known as the *Class Environmental Assessment Process for Provincial Transportation Facilities*.

It is an approved environmental assessment process for highway planning, design, and construction projects. The planning phase of this project evaluated alternatives to the undertaking and determined that the only viable solution to the problem was to construct new CVIFs west of Regional Road 25, as identified at PIC #1.

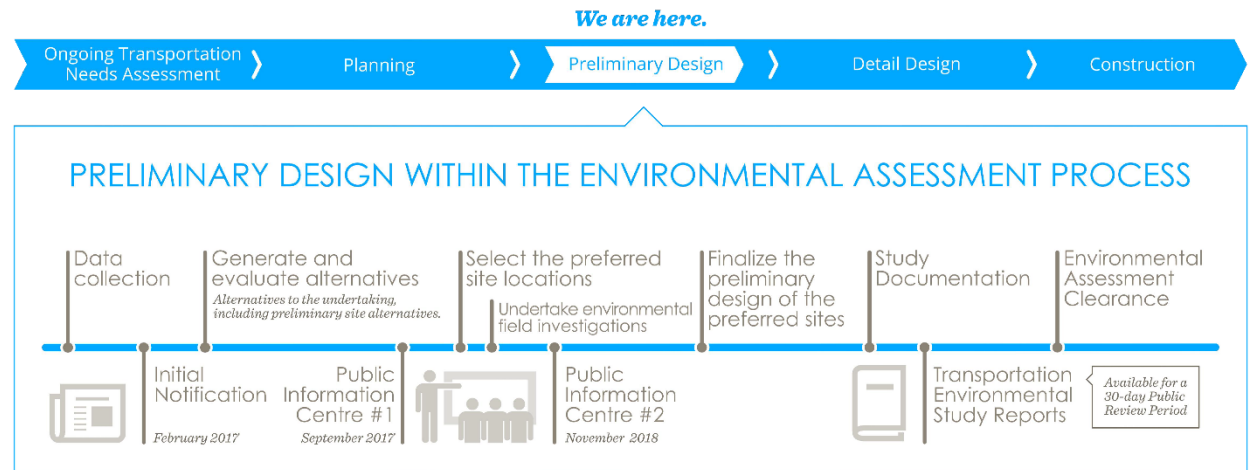
### Class Environmental Assessment Process for Group 'B' Projects

The Group 'B' process is used for major improvements to existing provincial transportation facilities.

This includes highway improvements that identify significant widening of the highway footprint; e.g., a commercial vehicle inspection facility (CVIF).

At the end of the study, separate *Transportation Environmental Study Reports (TESRs)* for each site will be filed for a 30-day Public Review Period.

The TESR documents will summarize the study process, including a description of the project and its purpose, the consultation process, specific environmental effects and mitigation measures, the generation and evaluation of site alternatives, and the selection of preferred site locations.



# Project Recap

- Puslinch Council Presentation-October 4, 2017
- PIC #1-September 19, 2017
  - Introduced the project and outline of the process and schedule
  - Provided background information on the need and justification for the project
  - Presented existing conditions and site alternatives
  - Obtained comments on the criteria to be used for evaluating the alternatives
  - Answered questions about the study

# Comments received at PIC # 1

An overview of the comments received at, or following the PIC, related to:

- Existing noise levels
- Type of sound barrier that may be installed
- Preference for E1 + W1 or W2 site alternatives
- Protecting the environmentally sensitive areas
- The addition of truck traffic on Highway 401 along the study area
- The rationale for moving the existing Truck Inspection Stations
- Light pollution
- Highway geometry at Alternative W4 and E4 locations
- Preference is to not have the site near the community of Campbellville



# Evaluation Process and Criteria

Each of the shortlisted sites has been evaluated according to the following process:

- Generate potential site alternatives
- Evaluate site alternatives based on evaluation criteria
- Consult with the public agencies
- Select the preferred site alternatives

## Highway Engineering

Criteria	The Preferred Site Location...	Factors Considered	Methodology
Highway Geometrics	... meets or exceeds the design standards for provincial highways	<ul style="list-style-type: none"> <li>• Sight distance to entrance terminals</li> <li>• Sight distance to exit terminals</li> <li>• Truck acceleration and deceleration</li> <li>• Proximity of adjacent interchange ramps and bridges</li> </ul>	<ul style="list-style-type: none"> <li>• Compare sight distances (horizontal and vertical) to Geometric Design Standards for Ontario Highways</li> <li>• Highway 401 profile grades at entrance and exit terminals</li> <li>• Distance between CVE ramps and adjacent interchange ramps</li> </ul>
Highway Safety	... minimizes potential for collisions on Highway 401	<ul style="list-style-type: none"> <li>• Driver expectation and collision rates</li> </ul>	<ul style="list-style-type: none"> <li>• Human factors assessment and crash prediction</li> </ul>
Traffic Engineering	... meets or exceeds the signage standards for provincial highways and CVEs	<ul style="list-style-type: none"> <li>• CVE signage and flasher boards</li> </ul>	<ul style="list-style-type: none"> <li>• Sight distance to CVE signage</li> </ul>
Site Location and Characteristics	<ul style="list-style-type: none"> <li>... is located where there is a high concentration of truck traffic</li> <li>... will minimize the amount of surplus cut/fill material</li> <li>... is located in an area that can accommodate required site services or can connect into the municipal system</li> <li>... is located in an area with low potential for snow drifting</li> <li>... is located a reasonable distance away from existing major utilities</li> <li>... minimizes impacts to existing infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• Traffic counts at the current location</li> <li>• Site topography</li> <li>• Waste system</li> <li>• Water supply</li> <li>• Stormwater management (SWM) facility</li> <li>• Electrical power supply</li> <li>• Telecommunications</li> <li>• Adjacent topography and a land use</li> <li>• Power transmission lines and towers, pipelines</li> <li>• Existing Highway bridges and structures (including culverts)</li> <li>• Future highway widening</li> </ul>	<ul style="list-style-type: none"> <li>• Traffic counts of each alternative and percent truck traffic</li> <li>• Quantity of cut/fill material required (material balance)</li> <li>• Waste system type (municipal, or septic system)</li> <li>• Soils overview</li> <li>• Water Supply type (municipal, well, cistern)</li> <li>• Groundwater overview</li> <li>• Suitability of SWM site and drainage outlet</li> <li>• Distance to existing power supplies</li> <li>• Distance to telecommunications</li> <li>• Separation distance from existing major utilities</li> <li>• Area of widening and/or new bridges</li> <li>• Number of impacted structures</li> <li>• Number of future lanes on Highway 401</li> </ul>

## Social and Cultural Environment

Criteria	The Preferred Site Location...	Factors Considered	Methodology
Property Impacts	... minimizes the property required	<ul style="list-style-type: none"> <li>• Impacted property</li> </ul>	<ul style="list-style-type: none"> <li>• Area (ha) of property impacted (public/private) and total number (#) of private properties to be acquired</li> </ul>
Archaeology	... minimizes intrusion into areas with high archaeological potential	<ul style="list-style-type: none"> <li>• Presence of archaeological sites</li> </ul>	<ul style="list-style-type: none"> <li>• Area (ha) or number (#) of impacts to archaeological sites</li> </ul>
Built Heritage	... minimizes the impact to built cultural heritage features that exist along the corridor	<ul style="list-style-type: none"> <li>• Built cultural heritage landscapes that exist along Highway 401 corridor</li> </ul>	<ul style="list-style-type: none"> <li>• Number (#) of built cultural heritage features to be impacted</li> </ul>
Land Use	<ul style="list-style-type: none"> <li>... minimizes impacts to Prime Agricultural land, part of a "Prime Agriculture Area", as established by Canada Land Inventory</li> <li>... minimizes impacts to the Niagara Escarpment</li> <li>... minimizes impact to Greenbelt</li> <li>... minimizes impact to approved development plans</li> </ul>	<ul style="list-style-type: none"> <li>• Prime Agricultural land impacted</li> <li>• Niagara Escarpment Plan Area</li> <li>• Greenbelt Area</li> <li>• Ties drainage areas</li> </ul>	<ul style="list-style-type: none"> <li>• Area (ha) of Prime Agricultural land impacted (classified under the Canada Land Inventory (CLI Class 1 to 3) or specialty crop area</li> <li>• Area (ha) impacted</li> <li>• Area (ha) impacted</li> <li>• Area (ha) impacted</li> </ul>
Noise	... change in sound levels with CVE less than 5 dB; receptor noise levels less than 65 dB	<ul style="list-style-type: none"> <li>• Number of noise receptors</li> </ul>	<ul style="list-style-type: none"> <li>• Potential number of noise receptors affected (#)</li> </ul>
Air Quality	... number of receptors affected	<ul style="list-style-type: none"> <li>• Number of receptors</li> </ul>	<ul style="list-style-type: none"> <li>• Potential number of receptors affected (#)</li> </ul>

## Natural Environment

Criteria	The Preferred Site Location...	Factors Considered	Methodology
Species at Risk (SAR)	... minimizes impacts to Species-at-Risk (SAR) and their habitat	<ul style="list-style-type: none"> <li>• Fragmentation of wildlife habitat</li> </ul>	<ul style="list-style-type: none"> <li>• Wildlife and terrestrial species including (SAR) impacted</li> </ul>
Non-Species at Risk	<ul style="list-style-type: none"> <li>... minimizes encroachment into open water / wetlands</li> <li>... minimizes impacts to terrestrial resources including wildlife habitat</li> <li>... minimizes fragmentation of natural habitat</li> <li>... minimizes impacts to fisheries resources, including fish spawning and nursery areas</li> </ul>	<ul style="list-style-type: none"> <li>• Alteration, destruction of breeding habitat</li> <li>• Fragmentation of wildlife habitat</li> <li>• Alteration, destruction of breeding habitat</li> <li>• Sensitive aquatic species impacted (i.e., spawning areas)</li> </ul>	<ul style="list-style-type: none"> <li>• Fish and/or aquatic species including (SAR) impacted</li> <li>• Wildlife and terrestrial species</li> <li>• Fish and/or aquatic species</li> </ul>
Vegetation	... minimizes impacts to natural vegetation	<ul style="list-style-type: none"> <li>• Tree/natural vegetation removal</li> </ul>	<ul style="list-style-type: none"> <li>• Area (ha) of tree/natural vegetation impacted</li> </ul>
Surface Water and Drainage	... minimizes impacts to watercourses	<ul style="list-style-type: none"> <li>• Alteration of watercourses</li> <li>• Floodplains</li> </ul>	<ul style="list-style-type: none"> <li>• Total number or area (ha) of watercourses to be impacted</li> <li>• Area (ha) within floodplains</li> </ul>
Groundwater	... potential groundwater impacts	<ul style="list-style-type: none"> <li>• Significant Groundwater Recharge Area (SGRA)</li> <li>• Wellhead Protection Area (WPA)</li> </ul>	<ul style="list-style-type: none"> <li>• Footprint area (ha) within Significant Groundwater Recharge Area (SGRA), and the number of Wellhead Protection Areas</li> </ul>
Waste and contamination	... low potential for soil and groundwater contamination at site	<ul style="list-style-type: none"> <li>• Potentially contaminated properties</li> </ul>	<ul style="list-style-type: none"> <li>• Area (ha) of potentially contaminated properties</li> </ul>

In addition to the above criteria, the preliminary cost of each site will be determined to make sure it is consistent for this type of facility.

# Alternatives Under Consideration

- Total of ten preliminary site locations (five eastbound, five westbound) were selected for evaluation between Highway 6 south and Regional Road 25
- From the ten preliminary site locations, a total of five CVIF site alternatives were considered (E1, E4, W1, W2, and W4)
- Background studies and site-specific field investigations were carried out for archaeology (Stage 1-2), noise, air quality, cultural heritage, fish and fish habitat, terrestrial ecosystems, built heritage, drainage, contamination overview study, landscape architecture, and land use to screen out the ten sites to five sites and; then the five sites to two preferred sites (E1, W1)

# Evaluation of Eastbound Alternatives

**Alternative E1** was the highest ranked eastbound alternative and was confirmed as the Preferred Plan because:

- The site requires minor grading
- A smaller waste system is required
- It does not impact any existing structures
- There are no registered archaeological sites nearby
- It is not located in the Niagara Escarpment Plan area
- There are fewer noise receptors within 500 m of the site
- It does not impact aquatic Species at Risk



## Summary

	E1	E4
Highway Engineering		
Social & Cultural Environment		
Natural Environment		
Overall		

**PREFERRED**

## Highway Engineering Criteria

Criteria	Factors	E1	E4
Highway Geometrics	CVF Entrance Sight Distance	• Sight distance to bullnose exceeds minimum (>470 m)	• Sight distance to bullnose exceeds minimum (>470 m)
	CVF Exit Sight Distance	• Sight distance to end of terminal is less than standard (311 m)	• Sight distance to end of terminal exceeds minimum (>470 m)
	Truck Acceleration/Deceleration	• 0.9% downgrade entering CVF Site • Relatively flat grade exiting CVF Site	• 1.7% downgrade entering CVF Site • 2.7% downgrade exiting CVF Site
Highway Safety	Proximity to Adjacent Interchange Ramps	• No conflicts with existing interchange ramps	• No conflicts with existing interchange ramps
	Human Factors	• Area has the highest number of collisions when compared to the other eastbound site	• Area has the lowest number of collisions when compared to the other eastbound site
Traffic Engineering	CVF Signage and Flasher Boards	• Sight distance to flasher sign meets design standard (>370 m)	• Sight distance to flasher sign meets design standard (>370 m)
	Traffic Counts	• Approximately 105,000 veh/day passing the site	• Approximately 108,000 veh/day passing the site
	Site Topography	• Minor site grading required (~4.0 m elevation change over site)	• Major site grading required (~11.0 m elevation change over site)
	Waste System	• Percolation rate of 12.75 mm/h* • Groundwater available for well (based on adjacent wells)	• Percolation rate of 75-300 mm/h* • Groundwater available for well (based on adjacent wells)
Site Location and Characteristics	Water Supply	• Approximately 2800 m³ of storage required	• Approximately 2800 m³ of storage required
	Storm Water Management Facility	• Approximately 450 m from existing power supply on Concession Road 9 (Victoria Road)	• Approximately 300 m from existing power supply on Canyon Road; or • Approximately 300 m from existing pole line on Canyon Road; or • Approximately 350 m from existing pole line on Appleby Line
	Electrical Power Supply	• Approximately 450 m from existing pole line on Concession Road 9 (Victoria Road)	• No impacts to power transmission lines or pipelines
	Telecommunications	• No impacts to power transmission lines or pipelines	• No impacts to power transmission lines or pipelines
	Power Transmission Lines and Towers, Pipelines	• No impacts to existing structures	• Impacts Appleby Line overpass and Sixteen Mile Creek culvert
	Existing Highway Bridges and Structures		

\* - Higher percolation rates allow better drainage of waste water

## Social and Cultural Criteria

Criteria	Factors	E1	E4
Property Impacts	Impacted Property	• Direct impacts to three properties	• Direct impacts to three properties
Archaeology	Presence of Archaeological Sites	• No archaeological sites registered near site	• Registered Archaeological sites located south of proposed project property footprint
Built Heritage	Built Cultural Heritage	• Three Built Cultural Heritage properties impacted	• Located adjacent to a railway corridor
Land Use	Prime Agricultural Land	• Impacts approximately 10 ha of Prime Farmland (Class 4 through 7) impacted	• No Prime Farmland impacted (Coldwood Loan/Fort Sandy Loan)
	Niagara Escarpment Plan	• Not located within the Niagara Escarpment Plan area	• Located entirely within the Niagara Escarpment Plan Area
Noise	Greenbelt Area	• Located entirely within Greenbelt Natural Heritage System Area	• Located entirely within Greenbelt Natural Heritage System Area
	Noise Receptors	• Four residences within 500 m of the alternative	• Seven residences within 500 m of the alternative
Air Quality	Air Quality Receptors	• One residence located approximately 100 m from the site	• One residence located approximately 150 m from the site

## Natural Environment Criteria

Criteria	Factors	E1	E4
Terrestrial and Aquatic Species at Risk (SAR)	Wildlife and Terrestrial Species Impacted	• Suitable habitat for Barn Swallow in culverts under highway and on adjacent lands • Suitable habitat for bat SAR (0.2 ha) • Candidate habitat for Eastern Wood-Pewee (limited based on preliminary observations) • Potential habitat for Batsum • No aquatic SAR identified	• Suitable habitat for Barn Swallow in culverts under highway and on adjacent lands • Suitable habitat for bat SAR (3.6 ha) • Potential habitat for Batsum • Potential impact to SAR (Robside Dace) in an occupied reach for Sixteen Mile Creek
	Fish and/or Aquatic Species Impacted	• Candidate SWH for amphibian breeding • Impact to the Upper Main Branch of Sixteen Mile Creek cold water watercourse • Watercourse identified as fish bearing	• Candidate SWH for amphibian breeding • Impact to Unnamed Branch of Sixteen Mile Creek cold water watercourse • Limited function as a fish habitat • Watercourse identified as non-fish bearing
Vegetation	Wildlife and Terrestrial Species Impacted	• Impacts to Vegetation: • Forest (FOD) - approximately 0.2 ha of impact • Meadow (CLM) - approximately 0.9 ha of impact	• Impacts to Vegetation: • Forest (FOD) - approximately 3.6 ha of impact • Meadow (CLM) - approximately 0.1 ha of impact • Thicket (THD) - approximately 1.9 ha of impact
	Natural Vegetation Impacted	• Impacts to Wetlands: • Marsh (MA) approximately 3.3 ha of impact • Swamp (SW) approximately 0.0 ha of impact	• Impacts to Wetlands: • None
Surface Water and Groundwater	Area of Watercourses Impacted	• Intersects two watercourses: 515 m; and 170 m in length	• Intersects two watercourses: 6 m; and 216 m in length
	Groundwater	• Intersects a Wellhead Protection Area (WHPA-D) for the Firestone wellfield but no significant threats identified are related to the project	• Intersects a Significant Groundwater Recharge Area, Highly Vulnerable Aquifer (HVA), and WHPA-D for Kelco Wellfield but no significant threats identified are related to proposed construction
Waste and Contamination	Potentially Contaminated Properties	• Soil or water impacted by salt would be subject to special management measures if it is to be removed from the MTO ROW	• Adjacent to CP rail line; potential for spills of fuels and other materials presence of potential fill material in rail bed



# Evaluation of Westbound Alternatives

## Alternative W1 was the highest ranked westbound alternative and was confirmed as the Preferred Plan because:

- The site requires minor grading
- A smaller waste system is required
- It does not impact high voltage power transmission lines
- It does not impact any existing structures
- There are no registered archaeological sites nearby
- It is not located in the Niagara Escarpment Plan area
- It minimizes impacts to terrestrial and aquatic species at risk



## Summary

	W1	W2	W4
Highway Engineering	Good	Fair	Great
Social & Cultural Environment	Fair	Good	Great
Natural Environment	Fair	Fair	Great
Overall	Great	Good	Great

**PREFERRED**

### Highway Engineering Criteria

Criteria	Factors	W1	W2	W4
Highway Geometrics	CVIF Entrance Sight Distance	●	●	●
	CVIF Exit Sight Distance	●	●	●
	Truck Acceleration / Deceleration	●	●	●
	Proximity to Adjacent Interchange Ramps	●	●	●
Highway Safety	Human Factors	●	●	●
	Area has the highest number of collisions when compared to the other westbound sites	●	●	●
Traffic Engineering	CVIF Signage and Flasher Boards	●	●	●
	Sight distance to flasher sign meets design standard (>370 m)	●	●	●
Site Location and Characteristics	Traffic Counts	●	●	●
	Site Topography	●	●	●
	Waste System	●	●	●
	Water Supply	●	●	●
	Storm Water Management Facility	●	●	●
	Electrical Power Supply	●	●	●
	Telecommunications	●	●	●
	Power Transmission Lines and Towers, Pipelines	●	●	●
	Existing Highway Bridges and Structures	●	●	●
	Percolation rate of 12-75 mm/h*	●	●	●

\* - Higher percolation rates allow better drainage of waste water

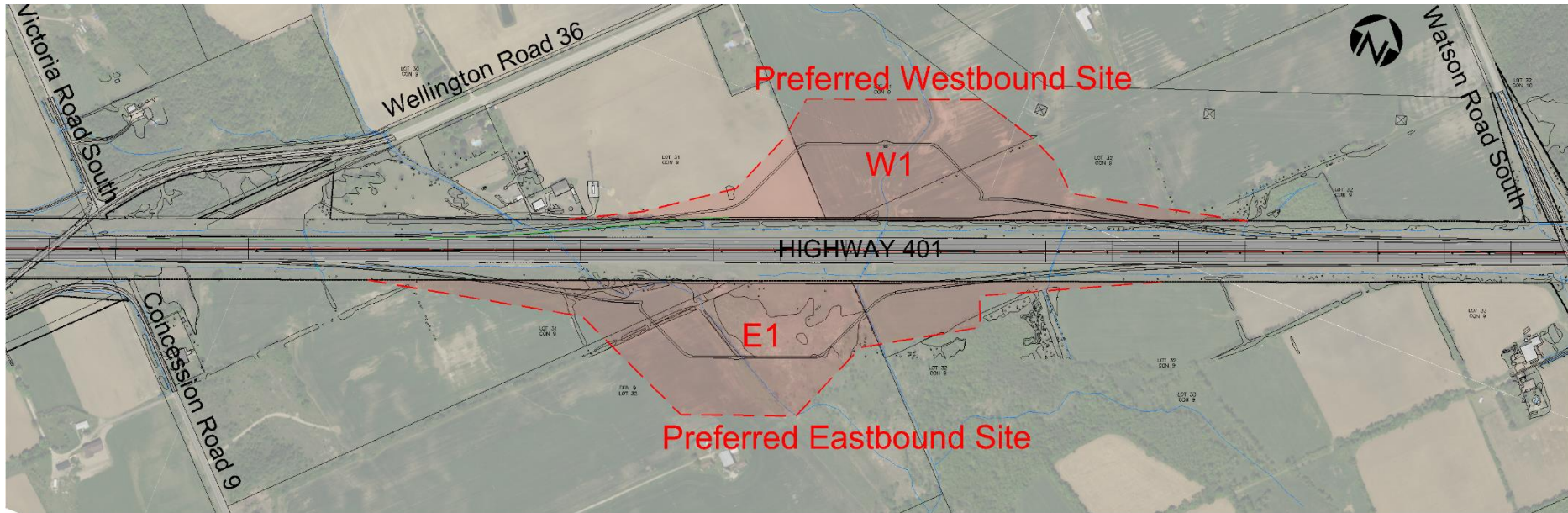
### Social and Cultural Criteria

Criteria	Factors	W1	W2	W4
Property Impacts	Impacted Property	●	●	●
Archaeology	Presence of Archaeological Sites	●	●	●
	Built Cultural Heritage	●	●	●
Land Use	Prime Agricultural Land	●	●	●
	Niagara Escarpment Plan	●	●	●
Noise	Noise Receptors	●	●	●
	Air Quality	Air Quality Receptors	●	●

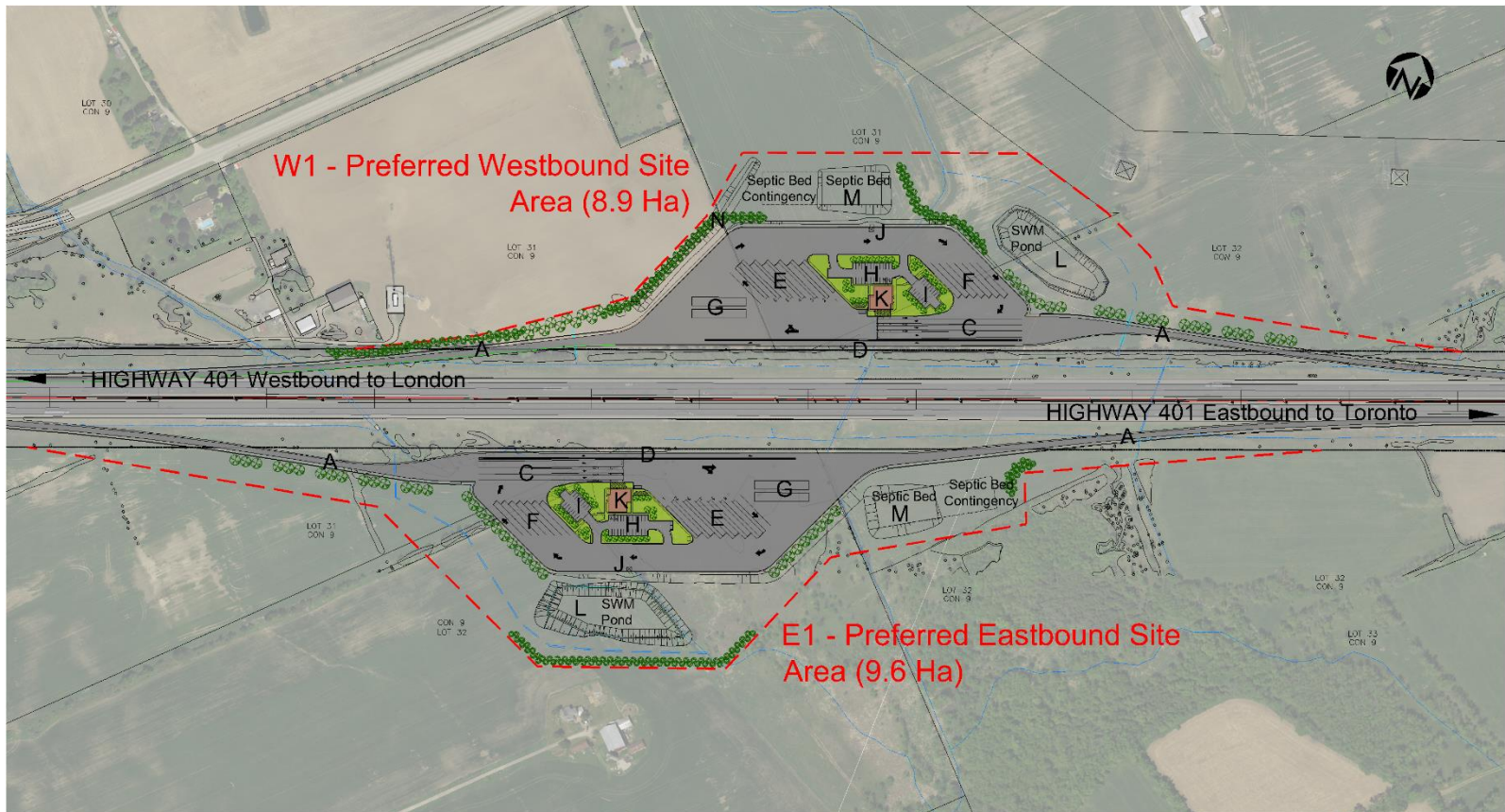
### Natural Environment Criteria

Criteria	Factors	W1	W2	W4
Terrestrial and Aquatic Species at Risk (SAR)	Wildlife and Terrestrial Species Impacted	●	●	●
	Fish and / or Aquatic Species Impacted	●	●	●
Vegetation	Natural Vegetation Impacted	●	●	●
	Area of Watercourses Impacted	●	●	●
Surface Water and Groundwater	Groundwater	●	●	●
	Potentially Contaminated Properties	●	●	●

# Preferred Sites







The CVIF Site will include the following features:

- A) Standard exit and entry ramps from/to Highway 401
- B) Initial screening: one weight-in-motion scale and cameras (located on site entry ramp)
- C) Primary screening: two triage lanes and one oversized lane
- D) A by-pass lane to accommodate motorists that accidentally enter the site
- E) An inspection area with four recessed bays and two regular bays situated on an optimum 45 angle allowing WB-20 trucks and Long Combination Vehicles (LCV) to maneuver through the site
- F) Seven out-of-service lanes
- G) Two designated oversize/overload inspection areas
- H) 23 staff and visitor parking spaces plus two accessible parking spaces
- I) 18 fleet parking spaces located in a located and gated compound
- J) One static scale (multi-pad hydraulic)
- K) CVIF office building
- L) Site stormwater management includes storm sewer/oil grit separator system and pond
- M) Site sewage system (septic bed)
- N) Berm

# Preliminary Mitigation Measures

## Natural Environment

Potential Effect to:	Preliminary Mitigation Measures
<b>TERRESTRIAL</b>	<ul style="list-style-type: none"> <li>Sedimentation, erosion, and dust control will be implemented according to Best Management Practices (BMP) and with reference to the Ontario Provincial Standard Specifications (OPSS 804 and OPSS 805) to prevent sediment and dust from entering sensitive natural features.</li> <li>Sediment fencing and/or barriers will be used along construction areas that are adjacent to sensitive natural areas (e.g. wetlands and watercourses). Equipment and material stockpiling will not be permitted within natural areas beyond the barrier fencing. Erosion and sediment control structures will be installed per OPSS 805 or as otherwise specified in the contract documents.</li> <li>All materials requiring stockpiling (fill, topsoil, etc.) will be stabilized and kept a safe distance (&gt;15 m) from natural areas</li> <li>All exposed soil areas within 120 m of sensitive natural features (e.g. wetlands and watercourses) will be stabilized (seed mixes; sourced locally if possible) and revegetated, through the placement of seed and mulching or seed and an erosion control blanket (see OPSS 804) within 15 days of soil exposure (45 days in all other areas) but no later than October 30.</li> <li>Erosion control blankets will not contain a photodegradable plastic mesh, or other mesh, which may cause wildlife entanglement</li> <li>Equipment will be refueled a minimum of 30 m away from sensitive natural features (e.g. wetlands and watercourses) to avoid potential impacts, in the event that an accident spill occurs</li> <li>Additional sediment fencing will be available on site, prior to grading operations, to provide a contingency supply in the event of an emergency</li> </ul>
<b>FISHERIES</b>	<ul style="list-style-type: none"> <li>Any in-water work for all watercourses/waterbodies is to be undertaken based on the following timing windows:               <ul style="list-style-type: none"> <li>Spring spawning species (typically warmwater and coldwater thermal regimes) – March 15 to July 15</li> <li>Brook Trout (coldwater thermal regime) – October 1 to May 31</li> </ul> </li> <li>Silt fencing materials be kept on-site at all times in the event that water levels increase during construction</li> <li>If water is present when the existing channel is connected to the new channel, the following is recommended to isolate the channel from construction activities:               <ul style="list-style-type: none"> <li>Design and implement an isolation plan to isolate temporary in-water work zones to maintain clean flow to downstream/around the work zone at all times</li> <li>Implement a fish rescue plan that involves transferring fish in the work area away from the construction area using capture, handling and release techniques to minimize harm and stress.</li> <li>Manage water from dewatering operations to prevent erosion and/or release of sediment laden or contaminated water to the watercourse (e.g., settling basin, filter bag, energy dispersion measures)</li> </ul> </li> </ul>
<b>GROUNDWATER</b>	<ul style="list-style-type: none"> <li>MTO's "best management" practices will be implemented to prevent fuel, lubricants and fluid spills resulting from construction activities and manage any unanticipated occurrences</li> </ul>
<b>SPECIES-AT-RISK</b>	<ul style="list-style-type: none"> <li>Protect Species at Risk in accordance with the requirements of the Endangered Species Act (2007)</li> </ul>
<b>WILDLIFE</b>	<ul style="list-style-type: none"> <li>Any wildlife that may be encountered incidentally within the construction area will be protected from harm.</li> <li>Timing constraints will be applied to avoid vegetation clearing and/or structure works during the breeding bird season</li> <li>Ensure no active nests will be removed/disturbed during the Identified breeding bird window in accordance with the Migratory Birds Convention Act (1994)</li> </ul>

## Social and Cultural Environment

Potential Effect to:	Preliminary Mitigation Measures
<b>PROPERTY IMPACTS</b>	<ul style="list-style-type: none"> <li>MTO will negotiate with individual owners for property acquisition in accordance with standard MTO procedures</li> </ul>
<b>CONTAMINATION AND WASTE MANAGEMENT</b>	<ul style="list-style-type: none"> <li>The Contractor shall not be permitted to reuse or dispose of any excess materials within the right-of-way unless specified in the contract</li> <li>Waste management shall be completed in accordance with the Environmental Protection Act (1999) and Ontario Provincial Standard Specification (OPSS) 180</li> </ul>
<b>NOISE</b>	<ul style="list-style-type: none"> <li>The Contractor will be required to maintain equipment in good operating condition to prevent unnecessary noise and restrict idling of equipment to the minimum necessary to perform the work</li> <li>Construction activities will be planned as to abide by local noise bylaws. Noise bylaw exemptions will be sought, if required</li> </ul>
<b>AIR QUALITY</b>	<ul style="list-style-type: none"> <li>Standard construction practices will be employed to minimize dust emissions, in accordance with the Ministry's general conditions</li> <li>An air quality assessment will be carried out to determine potential air quality impacts from the CVIF</li> </ul>
<b>ARCHAEOLOGY</b>	<ul style="list-style-type: none"> <li>Stage 2 Archaeological Assessment is recommended for all properties within the preferred alternative</li> <li>If any archaeological resources are discovered during construction, work in the area will stop and the appropriate authorities (e.g. Ministry of Tourism, Culture and Sport) will be contacted</li> </ul>
<b>BUILT HERITAGE</b>	<ul style="list-style-type: none"> <li>Permanent changes are proposed to the landscape with the construction and operation of the CVIF.</li> <li>Landscape documentation report will be prepared by a Cultural Heritage Specialist with professional membership on CAHP</li> <li>Location of all three farmsteads that are impacted by the CVIF will be placed on construction mapping to indicate the presence of these cultural heritage resources to construction crews and establish appropriate setbacks to avoid vibration-related impacts</li> <li>Post-construction landscaping should be carried out to minimize visual intrusion of the CVIF to adjacent properties</li> <li>Landscape treatments should screen the CVIF from view of the cultural heritage resources and could include planting tree lines along the edge of the CVIF sites to minimize visual intrusion</li> </ul>

## Highway Engineering

Potential Effect to:	Preliminary Mitigation Measures
<b>EMERGENCY ACCESS</b>	<ul style="list-style-type: none"> <li>Optimize Highway 401 traffic operations</li> </ul>
<b>TRAFFIC INTERRUPTIONS AND DELAYS</b>	<ul style="list-style-type: none"> <li>A preliminary staging plan will be prepared to minimize impacts to the road users and ensure a safe work zone during the construction phase</li> <li>Advance staging of the construction zones will be provided</li> </ul>



# Summary of Impacts (and Mitigation)

- Total of six properties impacted
- Impacts 10 ha of prime agricultural land
- Field investigations for grassland birds did not document breeding of any grassland Species at Risk (SAR) (Barn Swallow, Bobolink, or Meadowlark) within the proposed footprint of E1 or W1
- Suitable treed habitat for Endangered bats was observed on adjacent lands for E1 and in the footprint of W1
- No terrestrial SAR were observed in the proposed footprints of E1 and W1 during field investigations
- No SAR fisheries associated with the streams in the E1 and W1
- The potential exists for final design plans completed during Detail Design stage to identify design modifications or refinements that may result in environmental benefits or impacts that were not anticipated or identified
- Any changes that result in design modifications will be discussed with affected external agencies, interested stakeholders and property owners during the next study phase

# Comments received at PIC #2

## November 20, 2018

16

- Supportive of alternatives E1 and W1 due to geometry concerns and wetland concerns
- Preferred alternatives seem to have the least impact
- Ensure landscaping minimizes visual impacts
- Concerned about expansion and re-routing of Highway 6 and Highway 401
- Concerned with heavy metals and other contaminants collected in ponds and released into watercourses
- Concerned with safety associated with preferred alternatives
- Concerned about property acquisition process
- Concerned with agricultural drainage tiles impacts

# Next Steps

- Review comments received at PIC #2 and include them in the study, as appropriate
- Finalize the preliminary design of the preferred sites
- Conduct additional consultation as required
- Document the study results in two Transportation Environmental Study Reports (TESRs), to be made available for 30-day public review
- Proceed to detail design and property acquisition (future phases)



# Schedule

<b>Activity</b>	<b>Approximate Date</b>
Respond to PIC 2 Comments	February 2019
TESR 30-day Review	February 2019
Environmental Clearance	TBD
Detail Design and Property Acquisition	2020

# Questions





RESOLUTION  
MUNICIPAL COUNCIL  
THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

2019-

Date: February 6, 2019

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

That Council does hereby authorize the applications for Cancellation, Reduction or Refund of Taxes chapter 25, section 357 or 358 of the Municipal Act, 2001 as follows:

Year	Application #	Roll #	Write Off Amount
2018	10/18	1-01450	\$-1,985.10

RECORDED VOTE	YES	NO	CONFLICT	ABSENT
Councillor Bulmer				
Councillor Roth				
Mayor Seeley				
Councillor Sepulis				
Councillor Goyda				
<b>TOTAL</b>				

MAYOR: \_\_\_\_\_

CARRIED	LOST
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## **REPORT FIN-2019-005**

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TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: February 6, 2019

SUBJECT: Third Quarter Financial Report – 2018  
File: C11 – FIN and F05 – FIN

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### **RECOMMENDATIONS**

**THAT Report FIN-2019-005 regarding the Third Quarter Financial Report – 2018 be received.**

#### Background

Council receives a summary of the Township finances on a quarterly basis.

#### Purpose

The purpose of this report is to provide Council a summary of the Township finances for the Third Quarter of 2018 (July, August, September).

#### **Financial Implications**

There are no financial implications associated with this report.

#### **Applicable Legislation and Requirements**

*None*

#### **Attachments**

Schedule A – Departmental Detail  
Schedule B – Expense and Revenue Summary  
Schedule C – Other Financial Data  
Schedule D – Cheque Registers

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly			\$ Budget	2018	%
Description		Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Building</b>								
<b>Building Expenditures</b>								
<b>Building Maintenance</b>								
	Municipal Office Costs Recovered from Building Department	\$0	\$5,526	\$0	\$16,471	\$22,103	\$22,103	100%
<b>Contract Services/Professional Fees</b>								
	Contract Services	\$3,241	\$6,495	\$13,151	\$19,362	\$12,831	\$25,982	49%
	Professional Fees - Audit	\$0	\$1,500	\$5,007	\$4,471	\$993	\$6,000	17%
	Professional Fees - Engineering	\$28,670	\$32,501	\$146,972	\$96,880	-\$16,968	\$130,004	-13%
	Professional Fees-Legal	\$0	\$2,113	\$1,808	\$6,297	\$6,642	\$8,450	79%
<b>Materials and Supplies</b>								
	Advertising	\$600	\$328	\$3,173	\$976	-\$1,863	\$1,310	-142%
	Clothing, Safety Allowance	\$0	\$158	\$216	\$469	\$414	\$630	66%
	Signage	\$0	\$25	\$0	\$75	\$100	\$100	100%
<b>Office Equipment and Supplies</b>								
	Computer Software & Hardware	\$0	\$63	\$55	\$186	\$195	\$250	78%
	Office Supplies	\$1,363	\$1,250	\$3,260	\$3,726	\$1,740	\$5,000	35%
<b>Professional Development</b>								
	Employee Travel - Accomodations	\$0	\$1,000	\$0	\$2,981	\$4,000	\$4,000	100%
	Employee Travel - Meals	\$0	\$375	\$125	\$1,118	\$1,375	\$1,500	92%
	Membership and Subscription Fees	\$0	\$782	\$1,904	\$2,331	\$1,223	\$3,127	39%
	Professional Development	\$3,309	\$2,538	\$5,500	\$7,564	\$4,650	\$10,150	46%
<b>Salaries, Wages and Benefits</b>								
	FT Benefits	\$7,480	\$9,339	\$16,831	\$27,839	\$20,527	\$37,358	55%
	FT Wages	\$50,796	\$52,406	\$105,530	\$156,213	\$104,094	\$209,624	50%
	Manulife Benefits	\$4,175	\$6,142	\$9,858	\$18,310	\$14,712	\$24,570	60%
	OT Wages	\$0	\$125	\$0	\$373	\$500	\$500	100%
	PT Benefits	\$191	\$153	\$470	\$455	\$140	\$610	23%
	PT Wages	\$2,212	\$1,654	\$5,908	\$4,931	\$710	\$6,617	11%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description	Current Qtr	Quarterly	YTD Actuals	YTD Budget	\$ Budget	2018	%
	Actuals	Budget			Remaining	Budget	Remaining
WSIB	\$1,708	\$1,684	\$3,763	\$5,020	\$2,973	\$6,736	44%
<b>Utilities</b>							
Communication(phone, fax, intern)	\$576	\$838	\$1,950	\$2,496	\$1,400	\$3,350	42%
Emergency Management	\$191	\$317	\$774	\$946	\$495	\$1,269	39%
Fuel	\$0	\$375	\$0	\$1,118	\$1,500	\$1,500	100%
Insurance	\$0	\$4,685	\$17,124	\$13,965	\$1,615	\$18,739	9%
Postage	\$617	\$1,069	\$2,523	\$3,186	\$1,752	\$4,275	41%
Service Charges	\$572	\$2,500	\$1,425	\$7,452	\$8,575	\$10,000	86%
<b>Vehicles and Equipment</b>							
Mileage	\$0	\$1,000	\$46	\$2,981	\$3,954	\$4,000	99%
Vehicle Maintenance	\$401	\$150	\$452	\$447	\$148	\$600	25%
Vehicle Plates	\$0	\$30	\$0	\$89	\$120	\$120	100%
<b>Expenditures Total</b>	<b>\$106,101</b>	<b>\$137,119</b>	<b>\$347,826</b>	<b>\$408,726</b>	<b>\$200,648</b>	<b>\$548,475</b>	<b>37%</b>
<b>Revenues</b>							
<b>Permits &amp; Other Development Fees</b>							
Revision to a Permit	\$0	-\$624	-\$4,368	-\$1,860	\$1,872	-\$2,496	-75%
Transfer of Permit	\$0	-\$39	\$0	-\$116	-\$156	-\$156	100%
<b>Recoveries</b>							
Other Recoveries	\$3,440	-\$125	\$0	-\$373	-\$500	-\$500	100%
<b>User Fees, Licenses and Fines</b>							
Alternative Solution Application	\$0	-\$125	\$0	-\$373	-\$500	-\$500	100%
Demolition Permits	-\$624	-\$88	-\$2,028	-\$261	\$1,678	-\$350	-479%
Designated Structures Permit	\$0	-\$312	-\$2,496	-\$930	\$1,248	-\$1,248	-100%
Farm Building Permits	-\$2,712	-\$676	-\$41,535	-\$2,015	\$38,831	-\$2,704	-1436%
Institutional, Commercial & Industrial Building Permits	-\$1,725	-\$9,103	-\$4,903	-\$27,134	-\$31,509	-\$36,412	87%
Occupancy Permits	-\$1,193	-\$1,248	-\$5,093	-\$3,720	\$101	-\$4,992	-2%
Reproduction of Drawings Fees	-\$100	-\$38	-\$200	-\$112	\$50	-\$150	-33%
Residential Building Permits	-\$58,127	-\$76,948	-\$307,225	-\$229,368	-\$567	-\$307,792	0%
Sign Permits	-\$260	-\$130	-\$780	-\$388	\$260	-\$520	-50%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description	Current Qtr	Quarterly	YTD Actuals	YTD Budget	\$ Budget	2018	%
	Actuals	Budget			Remaining	Budget	Remaining
Septic System Permit - New	-\$7,207	-\$4,992	-\$23,431	-\$14,880	\$3,463	-\$19,968	-17%
Septic System Permit - Alter	-\$468	-\$585	-\$468	-\$1,744	-\$1,872	-\$2,340	80%
Re-inspection fees	\$0	-\$117	\$0	-\$349	-\$468	-\$468	100%
Tent or Marquee Fee	-\$1,040	-\$195	-\$1,820	-\$581	\$1,040	-\$780	-133%
Online Service Fee	-\$72	-\$1,250	-\$95	-\$3,726	-\$4,905	-\$5,000	98%
<b>Revenues Total</b>	<b>-\$70,089</b>	<b>-\$96,594</b>	<b>-\$394,443</b>	<b>-\$287,930</b>	<b>\$8,067</b>	<b>-\$386,376</b>	<b>-2%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description		Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>By-law</b>								
<b>By-law</b>								
<b>Expenditures</b>								
<b>Contract Services/Professional Fees</b>								
	Contract Services	\$4,481	\$3,090	\$6,593	\$9,211	\$5,767	\$12,360	47%
	Livestock Loss	\$1,486	\$375	\$1,486	\$1,118	\$14	\$1,500	1%
	Professional Fees - Engineering & Environmental	\$143	\$2,548	\$2,490	\$7,596	\$7,703	\$10,193	76%
	Professional Fees - Legal	\$7,809	\$24,370	\$63,062	\$72,643	\$34,418	\$97,480	35%
<b>Materials and Supplies</b>								
	Advertising	\$0	\$375	\$506	\$1,118	\$994	\$1,500	66%
	Signage	\$122	\$325	\$590	\$969	\$710	\$1,300	55%
	Dog Tags	\$216	\$63	\$216	\$186	\$34	\$250	14%
<b>Office Equipment and Supplies</b>								
	Office Supplies	\$0	\$38	\$0	\$112	\$150	\$150	100%
<b>Professional Development</b>								
	Employee Travel - Accomodations	\$0	\$63	\$0	\$186	\$250	\$250	100%
	Employee Travel - Meals	\$0	\$13	\$0	\$37	\$50	\$50	100%
	Professional Development	\$0	\$300	\$0	\$894	\$1,200	\$1,200	100%
<b>Salaries, Wages and Benefits</b>								
	PT Wages	\$784	\$3,425	\$3,964	\$10,208	\$9,735	\$13,699	71%
	WSIB	\$15	\$94	\$103	\$279	\$272	\$374	73%
	PT Wage Related Expenses	\$38	\$270	\$224	\$804	\$854	\$1,079	79%
<b>Vehicles and Equipment</b>								
	Mileage	\$90	\$125	\$245	\$373	\$255	\$500	51%
<b>Expenditures Total</b>		<b>\$15,185</b>	<b>\$35,471</b>	<b>\$79,479</b>	<b>\$105,733</b>	<b>\$62,405</b>	<b>\$141,885</b>	<b>44%</b>
<b>Revenues</b>								
<b>Recoveries</b>								
	Ontario Wildlife Damage Compensation	-\$1,546	-\$375	-\$1,546	-\$1,118	\$46	-\$1,500	-3%
	Other Recoveries	\$0	-\$250	\$0	-\$745	-\$1,000	-\$1,000	100%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018  
Schedule A - Departmental Detail**

Description	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>User Fees, Licenses and Fines</b>							
Dog Tags and Kennel Licences	-\$400	-\$3,125	-\$9,667	-\$9,315	-\$2,833	-\$12,500	23%
Engineering, Environmental and Legal Fees Recovered	-\$3,037	-\$1,250	-\$4,449	-\$3,726	-\$551	-\$5,000	11%
Fence Viewer's Application	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Guelph Humane Society Fees	-\$304	-\$250	-\$850	-\$745	-\$150	-\$1,000	15%
Inspection Permit - LCBO	\$0	-\$39	\$0	-\$116	-\$156	-\$156	100%
Lottery Licences	-\$30	-\$125	-\$517	-\$373	\$17	-\$500	-3%
Municipal addressing signs	-\$300	-\$490	-\$1,260	-\$1,461	-\$700	-\$1,960	36%
Pool Enclosure Permit	-\$1,260	-\$788	-\$3,780	-\$2,347	\$630	-\$3,150	-20%
Septic Compliance Letter	-\$450	-\$188	-\$900	-\$559	\$150	-\$750	-20%
Sign Permits	\$0	-\$25	-\$100	-\$75	\$0	-\$100	0%
Site Alteration Agreement	\$0	-\$125	\$0	-\$373	-\$500	-\$500	100%
Special Occasion Permit Letters	\$0	-\$38	\$0	-\$112	-\$150	-\$150	100%
<b>Revenues Total</b>	<b>-\$7,327</b>	<b>-\$7,067</b>	<b>-\$23,069</b>	<b>-\$21,064</b>	<b>-\$5,197</b>	<b>-\$28,266</b>	<b>18%</b>



**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description		Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>Fire and Rescue</b>								
<b>Fire and Rescue</b>								
<b>Expenditures</b>								
<b>Contract Services/Professional Fees</b>								
	Contract Services	\$13,302	\$9,294	\$21,191	\$27,704	\$15,985	\$37,176	43%
<b>Materials and Supplies</b>								
	Advertising	\$0	\$250	\$0	\$745	\$1,000	\$1,000	100%
	Clothing, Safety Allowance	\$2,225	\$4,138	\$15,182	\$12,333	\$1,368	\$16,550	8%
	Oxygen & Medical Supplies	\$375	\$775	\$576	\$2,310	\$2,524	\$3,100	81%
	Public Education	\$1,640	\$950	\$2,198	\$2,832	\$1,602	\$3,800	42%
<b>Office Equipment and Supplies</b>								
	Office Supplies	\$1,386	\$750	\$2,818	\$2,236	\$182	\$3,000	6%
<b>Professional Development</b>								
	Employee Travel - Accomodations	\$0	\$650	\$959	\$1,938	\$1,641	\$2,600	63%
	Employee Travel - Meals	\$2,762	\$750	\$3,200	\$2,236	-\$200	\$3,000	-7%
	Membership and Subscription Fees	\$0	\$1,119	\$5,773	\$3,336	-\$1,296	\$4,477	-29%
	Professional Development	\$6,674	\$4,875	\$13,170	\$14,532	\$6,330	\$19,500	32%
<b>Salaries, Wages and Benefits</b>								
	Group Benefits	\$2,514	\$4,308	\$15,227	\$12,841	\$2,004	\$17,231	12%
	PT Benefits - Fire Dept	\$33,152	\$7,985	\$47,549	\$23,802	-\$15,609	\$31,940	-49%
	PT Wages - Fire Dept	\$99,268	\$100,059	\$299,210	\$298,258	\$101,027	\$400,236	25%
	WSIB	\$3,106	\$3,034	\$9,319	\$9,044	\$2,817	\$12,136	23%
<b>Utilities</b>								
	Communication(phone, fax, intern)	\$1,221	\$2,075	\$3,608	\$6,185	\$4,692	\$8,300	57%
	Fuel	\$0	\$3,600	\$0	\$10,731	\$14,400	\$14,400	100%
	Insurance	\$0	\$5,351	\$21,386	\$15,951	\$19	\$21,405	0%
<b>Vehicles and Equipment</b>								
	Equipment Maintenance & Supplies	\$10,181	\$6,450	\$23,917	\$19,226	\$1,883	\$25,800	7%
	Mileage	\$534	\$1,000	\$2,825	\$2,981	\$1,175	\$4,000	29%
	Permits	\$0	\$121	\$471	\$361	\$14	\$485	3%
	Vehicle Maintenance	\$13,756	\$6,500	\$40,985	\$19,375	-\$14,985	\$26,000	-58%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018  
Schedule A - Departmental Detail**

Description	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
Vehicle Plates	\$0	\$48	\$0	\$142	\$190	\$190	100%
<b>Expenditures Total</b>	<b>\$192,095</b>	<b>\$164,082</b>	<b>\$529,565</b>	<b>\$489,098</b>	<b>\$126,762</b>	<b>\$656,327</b>	<b>19%</b>
<b>Revenues</b>							
<b>Recoveries</b>							
Other Recoveries	\$0	-\$750	-\$399	-\$2,236	-\$2,601	-\$3,000	87%
<b>User Fees, Licenses and Fines</b>							
Boarding up or Barricading	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Burning Permit Violations	\$0	-\$338	-\$900	-\$1,006	-\$450	-\$1,350	33%
Fire Alarm False Alarm Calls	\$0	-\$113	\$0	-\$335	-\$450	-\$450	100%
Fire Extinguisher Training	-\$510	-\$75	-\$510	-\$224	\$210	-\$300	-70%
Fire Safety Plan Review	\$0	-\$90	\$0	-\$268	-\$360	-\$360	100%
Fireworks Permits	\$0	-\$75	-\$200	-\$224	-\$100	-\$300	33%
Information/Fire Reports	-\$75	-\$113	-\$375	-\$335	-\$75	-\$450	17%
Inspections	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Key Boxes	\$0	-\$25	-\$100	-\$75	\$0	-\$100	0%
Motor Vehicle Emergency Responses	-\$20,202	-\$22,500	-\$39,221	-\$67,068	-\$50,779	-\$90,000	56%
Occupancy Load	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Open Burning Permit and Inspection	-\$1,200	-\$3,750	-\$14,960	-\$11,178	-\$40	-\$15,000	0%
Post Fire Watch	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Tent or Marquee Application Fee	\$0	-\$104	\$0	-\$310	-\$416	-\$416	100%
Water Tank Locks	\$0	-\$27	\$0	-\$80	-\$107	-\$107	100%
<b>Revenues Total</b>	<b>-\$21,987</b>	<b>-\$27,958</b>	<b>-\$56,666</b>	<b>-\$83,338</b>	<b>-\$55,167</b>	<b>-\$111,833</b>	<b>49%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description		Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>General Government</b>								
<b>Administration Expenditures</b>								
<b>Contract Services/Professional Fees</b>								
	Contract Services	\$0	\$625	\$0	\$1,863	\$2,500	\$2,500	100%
	Professional Fees - Engineering & Environmental	\$1,155	\$11,465	\$11,814	\$34,175	\$34,046	\$45,860	74%
	Professional Fees - Legal	\$19,722	\$6,875	\$43,876	\$20,493	-\$16,376	\$27,500	-60%
<b>Materials and Supplies</b>								
	Advertising	\$128	\$450	\$2,087	\$1,341	-\$287	\$1,800	-16%
	Events and Other	\$507	\$2,707	\$1,012	\$8,069	\$9,816	\$10,828	91%
	Water Monitoring	\$2,228	\$625	\$2,828	\$1,863	-\$328	\$2,500	-13%
<b>Office Equipment and Supplies</b>								
	Office Supplies & Equipment	\$369	\$375	\$679	\$1,118	\$821	\$1,500	55%
<b>Professional Development</b>								
	Employee Travel - Accom/Parking	\$285	\$575	\$561	\$1,714	\$1,739	\$2,300	76%
	Employee Travel - Air Fare	\$0	\$125	\$0	\$373	\$500	\$500	100%
	Employee Travel - Meals	\$0	\$50	\$0	\$149	\$200	\$200	100%
	Membership and Subscription Fees	\$0	\$2,398	\$8,729	\$7,147	\$861	\$9,591	9%
	Professional Development	\$2,638	\$7,583	\$14,004	\$22,602	\$16,326	\$30,330	54%
<b>Salaries, Wages and Benefits</b>								
	FT Benefits	\$10,813	\$10,829	\$30,804	\$32,280	\$12,512	\$43,316	29%
	FT Wages	\$66,876	\$61,704	\$171,345	\$183,929	\$75,471	\$246,816	31%
	Manulife Benefits	\$7,052	\$6,956	\$20,440	\$20,735	\$7,384	\$27,824	27%
	OT Wages	\$0	\$125	\$0	\$373	\$500	\$500	100%
	PT Benefits	\$832	\$356	\$1,743	\$1,061	-\$319	\$1,424	-22%
	PT Wages	\$9,526	\$3,860	\$18,783	\$11,506	-\$3,342	\$15,441	-22%
	WSIB	\$1,733	\$1,718	\$5,785	\$5,122	\$1,089	\$6,874	16%
<b>Utilities</b>								
	Communication (phone, fax, intern)	\$118	\$406	\$1,388	\$1,209	\$234	\$1,622	14%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018  
Schedule A - Departmental Detail**

	Description	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
	Insurance	\$1,088	\$11,496	\$49,323	\$34,268	-\$3,338	\$45,985	-7%
<b>Vehicles and Equipment</b>								
	Mileage	\$47	\$588	\$901	\$1,751	\$1,449	\$2,350	62%
<b>Expenditures Total</b>		<b>\$125,115</b>	<b>\$131,890</b>	<b>\$386,103</b>	<b>\$393,140</b>	<b>\$141,456</b>	<b>\$527,559</b>	<b>27%</b>
<b>Revenues</b>								
<b>Recoveries</b>								
	Engineering and Environmental Fees Recovered	-\$640	-\$625	-\$1,225	-\$1,863	-\$1,275	-\$2,500	51%
	Other Recoveries	\$0	-\$125	\$0	-\$373	-\$500	-\$500	100%
	Recoveries from Staff Events	\$0	-\$300	\$0	-\$894	-\$1,200	-\$1,200	100%
<b>User Fees, Licenses and Fines</b>								
	Signature of Commissioner and FOI Requests	-\$200	-\$300	-\$801	-\$894	-\$399	-\$1,200	33%
<b>Revenues Total</b>		<b>-\$840</b>	<b>-\$1,350</b>	<b>-\$2,026</b>	<b>-\$4,024</b>	<b>-\$3,374</b>	<b>-\$5,400</b>	<b>62%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description		Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>Corporate Expenditures</b>								
<b>Contract Services/Professional Fees</b>								
	Conservation Authorities Levy Payment	\$37,328	\$40,084	\$161,939	\$119,482	-\$1,605	\$160,334	-1%
<b>Writeoffs</b>								
	Taxes written off (Twp share only)	\$3,620	\$10,500	\$22,187	\$31,299	\$19,813	\$42,000	47%
<b>Expenditures Total</b>		<b>\$40,948</b>	<b>\$50,584</b>	<b>\$184,126</b>	<b>\$150,780</b>	<b>\$18,208</b>	<b>\$202,334</b>	<b>9%</b>
<b>Revenues</b>								
<b>Grants</b>								
	OMPF	-\$103,400	-\$103,400	-\$310,200	-\$308,217	-\$103,400	-\$413,600	25%
	Donations	-\$6,050	\$0	-\$8,600	\$0	\$8,600	\$0	N/A
<b>Payments-in-Lieu of Taxes and Other Levies</b>								
	City of Guelph	-\$32,396	-\$8,253	-\$32,396	-\$24,602	-\$617	-\$33,013	2%
	CN Railway	-\$1,316	-\$305	-\$1,316	-\$908	\$97	-\$1,219	-8%
	CP Railway	-\$7,854	-\$1,963	-\$7,854	-\$5,853	\$0	-\$7,854	0%
	Grant Guelph Junction Railway	-\$5,330	-\$1,333	-\$5,330	-\$3,972	\$0	-\$5,330	0%
	Greater Toronto Transit	-\$10,422	-\$2,596	-\$10,422	-\$7,738	\$38	-\$10,384	0%
	Host Kilmer (Service Ontario)	-\$27,345	-\$6,811	-\$27,345	-\$20,303	\$100	-\$27,245	0%
	Hydro One	\$0	-\$2,025	\$0	-\$6,036	-\$8,100	-\$8,100	100%
	Mun Tax Assistance	-\$16,565	-\$4,891	-\$16,565	-\$14,579	-\$2,999	-\$19,564	15%
	Ontario Hydro	-\$12,147	-\$3,037	-\$12,147	-\$9,052	\$0	-\$12,147	0%
	Provincial Aggregate Levy	\$0	-\$60,777	\$0	-\$181,167	-\$243,110	-\$243,110	100%
	Puslinch Landfill	-\$5,575	-\$1,420	-\$5,575	-\$4,234	-\$106	-\$5,682	2%
	University of Guelph	-\$428	-\$107	-\$428	-\$318	\$2	-\$427	0%
<b>Penalties and Interest</b>								
	Interest - Tax Arrears	-\$18,195	-\$21,775	-\$76,672	-\$64,906	-\$10,427	-\$87,099	12%
	Interest on General	-\$19,314	-\$15,856	-\$71,643	-\$47,265	\$8,217	-\$63,426	-13%
	Penalties - Property Taxes	-\$27,306	-\$21,869	-\$56,740	-\$65,187	-\$30,735	-\$87,475	35%
<b>Property Taxes</b>								
	Supplemental Billings	-\$10,953	-\$18,750	-\$37,135	-\$55,890	-\$37,865	-\$75,000	50%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018  
Schedule A - Departmental Detail**

Description	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>User Fees, Licenses and Fines</b>							
Other Revenues	-\$82	-\$125	-\$285	-\$373	-\$215	-\$500	43%
Sale of Flags	\$0	-\$6	-\$88	-\$16	\$66	-\$22	-300%
<b>Revenues Total</b>	<b>-\$304,679</b>	<b>-\$275,299</b>	<b>-\$680,743</b>	<b>-\$820,617</b>	<b>-\$420,453</b>	<b>-\$1,101,196</b>	<b>38%</b>



**Report FIN-2019-005 - Third Quarter Financial Report - 2018  
Schedule A - Departmental Detail**

		Current Qtr	Quarterly			\$ Budget	2018	%
Description		Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Council</b>								
<b>Expenditures</b>								
<b>Office Equipment and Supplies</b>								
	Office Supplies & Equipment	\$24	\$63	\$135	\$186	\$115	\$250	46%
<b>Professional Development</b>								
	Employee Travel - Accom/Parking	\$854	\$1,500	\$2,188	\$4,471	\$3,812	\$6,000	64%
	Employee Travel - Air Fare	\$0	\$500	\$0	\$1,490	\$2,000	\$2,000	100%
	Employee Travel - Meals	\$125	\$100	\$162	\$298	\$238	\$400	59%
	Membership Fees & Subscriptions	\$0	\$38	\$0	\$112	\$150	\$150	100%
	Professional Development	\$0	\$1,150	\$1,384	\$3,428	\$3,216	\$4,600	70%
<b>Salaries, Wages and Benefits</b>								
	Manulife Benefits	\$5,489	\$5,534	\$16,466	\$16,497	\$5,671	\$22,138	26%
	PT Benefits	\$599	\$1,522	\$1,669	\$4,537	\$4,419	\$6,088	73%
	PT Wages	\$23,756	\$22,059	\$64,481	\$65,755	\$23,756	\$88,237	27%
<b>Vehicles and Equipment</b>								
	Mileage	\$475	\$375	\$798	\$1,118	\$702	\$1,500	47%
<b>Expenditures Total</b>		<b>\$31,323</b>	<b>\$32,841</b>	<b>\$87,284</b>	<b>\$97,892</b>	<b>\$44,079</b>	<b>\$131,363</b>	<b>34%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly		\$ Budget	2018	%	
Description		Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Elections</b>								
<b>Expenditures</b>								
<b>Contract Services/Professional Fees</b>								
	Professional Fees - Audit	\$0	\$0	\$0	\$0	\$0	\$0	N/A
	Contract Services	\$15,516	\$9,019	\$27,509	\$26,883	\$8,566	\$36,075	24%
<b>Materials and Supplies</b>								
	Advertising	\$4,682	\$2,125	\$6,551	\$6,334	\$1,949	\$8,500	23%
	Signage	\$0	\$25	\$0	\$75	\$100	\$100	100%
<b>Office Equipment and Supplies</b>								
	Office Supplies & Equipment	\$777	\$1,250	\$777	\$3,726	\$4,223	\$5,000	84%
<b>Professional Development</b>								
	Professional Development	\$0	\$250	\$243	\$745	\$757	\$1,000	76%
<b>Salaries, Wages and Benefits</b>								
	Per Diems	\$0	\$1,550	\$0	\$4,620	\$6,200	\$6,200	100%
<b>Utilities</b>								
	Communication (Phone, Fax, Internet)	\$0	\$38	\$0	\$112	\$150	\$150	100%
	Postage	\$0	\$744	\$0	\$2,217	\$2,975	\$2,975	100%
<b>Expenditures Total</b>		<b>\$20,975</b>	<b>\$15,000</b>	<b>\$35,081</b>	<b>\$44,712</b>	<b>\$24,919</b>	<b>\$60,000</b>	<b>42%</b>
<b>Revenues</b>								
<b>Recoveries</b>								
	Election - Other Recoveries	\$0	\$0	\$0	\$0	\$0	\$0	N/A
<b>User Fees, Licenses and Fines</b>								
	Nomination Fees	-\$300	\$0	-\$1,000	\$0	\$1,000	\$0	N/A
<b>Revenues Total</b>		<b>-\$300</b>	<b>\$0</b>	<b>-\$1,000</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>	<b>N/A</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly			\$ Budget	2018	%
Description		Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Finance</b>								
<b>Expenditures</b>								
<b>Community Grants</b>								
	Community Grants	\$500	\$7,963	\$31,750	\$23,735	\$100	\$31,850	0%
<b>Contract Services/Professional Fees</b>								
	Contract Services	\$7,767	\$10,390	\$28,607	\$30,969	\$12,951	\$41,558	31%
	Environmental Service - Garbage Bags	\$2,468	\$2,875	\$11,389	\$8,570	\$111	\$11,500	1%
	Professional Fees - Audit	\$0	\$3,500	\$11,682	\$10,433	\$2,318	\$14,000	17%
<b>Debt - Penalties and Interest</b>								
	Debt Interest Repayment	\$2,975	\$744	\$2,975	\$2,217	\$0	\$2,975	0%
	Principal Repayment	\$0	\$29,750	\$119,000	\$88,679	\$0	\$119,000	0%
<b>Materials and Supplies</b>								
	Advertising	\$2,637	\$748	\$9,837	\$2,228	-\$6,847	\$2,990	-229%
<b>Office Equipment and Supplies</b>								
	Computer Software & Hardware Operational Upgrades/Support from IT Consultant	\$0	\$125	\$128	\$373	\$372	\$500	74%
	Office Supplies	\$1,399	\$1,500	\$4,818	\$4,471	\$1,182	\$6,000	20%
<b>Professional Development</b>								
	Employee Travel - Accomodations	\$97	\$100	\$189	\$298	\$211	\$400	53%
	Employee Travel - Meals	\$0	\$38	\$0	\$112	\$150	\$150	100%
	Membership and Subscription Fees	\$0	\$606	\$1,979	\$1,807	\$446	\$2,425	18%
	Professional Development	\$1,224	\$1,250	\$7,791	\$3,726	-\$2,791	\$5,000	-56%
<b>Salaries, Wages and Benefits</b>								
	FT Benefits	\$13,248	\$13,091	\$39,023	\$39,023	\$13,342	\$52,365	25%
	FT Wages	\$79,494	\$73,807	\$213,789	\$220,006	\$81,439	\$295,229	28%
	Manulife Benefits	\$9,133	\$8,320	\$24,730	\$24,799	\$8,549	\$33,278	26%
	OT Wages	\$0	\$125	\$0	\$373	\$500	\$500	100%
	WSIB Benefits	\$2,568	\$2,227	\$7,276	\$6,640	\$1,633	\$8,910	18%
<b>Utilities</b>								
	Bank Service Charges	\$1,334	\$2,500	\$3,617	\$7,452	\$6,383	\$10,000	64%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

	Description	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
	Communication (phone, fax, internet)	\$1,413	\$1,250	\$4,501	\$3,726	\$499	\$5,000	10%
	Emergency Management	\$447	\$518	\$1,807	\$1,545	\$266	\$2,073	13%
	Postage	\$3,653	\$1,875	\$8,097	\$5,589	-\$597	\$7,500	-8%
	<b>Vehicles and Equipment</b>							
	Mileage	\$698	\$125	\$1,259	\$373	-\$759	\$500	-152%
	<b>Writeoffs</b>							
	Other written off (non collectible inv's)	\$0	\$0	\$20	\$0	-\$20	\$0	N/A
	<b>Expenditures Total</b>	<b>\$131,057</b>	<b>\$163,426</b>	<b>\$534,264</b>	<b>\$487,143</b>	<b>\$119,439</b>	<b>\$653,703</b>	<b>18%</b>
	<b>Revenues</b>							
	<b>Recoveries</b>							
	Advertising, Legal, and Realtax Fees Recovered	\$0	-\$250	-\$4,839	-\$745	\$3,839	-\$1,000	-384%
	Other Recoveries	-\$83	-\$625	-\$3,702	-\$1,863	\$1,202	-\$2,500	-48%
	<b>User Fees, Licenses and Fines</b>							
	Garbage bags	-\$5,765	-\$3,250	-\$16,350	-\$9,688	\$3,350	-\$13,000	-26%
	NSF Fees	-\$240	-\$200	-\$520	-\$596	-\$280	-\$800	35%
	Tax Certificates	-\$2,280	-\$2,061	-\$6,120	-\$6,143	-\$2,124	-\$8,244	26%
	Online Service Fee	-\$72	-\$1,250	-\$95	-\$3,726	-\$4,905	-\$5,000	98%
	<b>Revenues Total</b>	<b>-\$8,441</b>	<b>-\$7,636</b>	<b>-\$31,626</b>	<b>-\$22,761</b>	<b>\$1,082</b>	<b>-\$30,544</b>	<b>-4%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description		Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>Heritage Committee</b>								
<b>Expenditures</b>								
<b>Office Equipment and Supplies</b>								
	Office Supplies & Equipment	\$0	\$25	\$0	\$75	\$100	\$100	100%
<b>Professional Development</b>								
	Training	\$0	\$250	\$0	\$745	\$1,000	\$1,000	100%
	Meals	\$0	\$25	\$0	\$75	\$100	\$100	100%
	Accomodations	\$0	\$500	\$0	\$1,490	\$2,000	\$2,000	100%
<b>Salaries, Wages and Benefits</b>								
	Per Diems	\$0	\$466	\$0	\$1,390	\$1,865	\$1,865	100%
<b>Vehicles and Equipment</b>								
	Mileage	\$0	\$250	\$0	\$745	\$1,000	\$1,000	100%
<b>Expenditures Total</b>		<b>\$0</b>	<b>\$1,516</b>	<b>\$0</b>	<b>\$4,520</b>	<b>\$6,065</b>	<b>\$6,065</b>	<b>100%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018  
Schedule A - Departmental Detail**

Description		Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>PDAC</b>								
<b>Expenditures</b>								
<b>Office Equipment and Supplies</b>								
	Office Supplies & Equipment	\$0	\$13	\$0	\$37	\$50	\$50	100%
<b>Professional Development</b>								
	Training	\$0	\$375	\$0	\$1,118	\$1,500	\$1,500	100%
<b>Salaries, Wages and Benefits</b>								
	Per Diems	\$0	\$1,090	\$0	\$3,249	\$4,360	\$4,360	100%
<b>Vehicles and Equipment</b>								
	Mileage	\$0	\$38	\$0	\$112	\$150	\$150	100%
<b>Expenditures Total</b>		<b>\$0</b>	<b>\$1,515</b>	<b>\$0</b>	<b>\$4,516</b>	<b>\$6,060</b>	<b>\$6,060</b>	<b>100%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>Recreation Committee</b>							
<b>Expenditures</b>							
<b>Salaries, Wages and Benefits</b>							
Per Diems	\$2,078	\$1,090	\$2,078	\$3,249	\$2,282	\$4,360	52%
<b>Expenditures Total</b>	<b>\$2,078</b>	<b>\$1,090</b>	<b>\$2,078</b>	<b>\$3,249</b>	<b>\$2,282</b>	<b>\$4,360</b>	<b>52%</b>



**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly		\$ Budget	2018	%	
Description		Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Municipal Office</b>								
<b>Expenditure</b>								
<b>Building Maintenance</b>								
	Cleaning, Maint & supplies for Bldg	\$8,159	\$6,754	\$19,128	\$20,132	\$7,887	\$27,015	29%
	Outdoor Maintenance of Building	\$1,130	\$325	\$1,130	\$969	\$170	\$1,300	13%
<b>Contract Services/Professional Fees</b>								
	Water Protection	\$127	\$105	\$357	\$313	\$63	\$420	15%
<b>Office Equipment and Supplies</b>								
	Kitchen Supplies and Equipment	\$633	\$850	\$2,431	\$2,534	\$969	\$3,400	29%
<b>Utilities</b>								
	Heat	\$188	\$1,810	\$9,095	\$5,395	-\$1,855	\$7,240	-26%
	Hydro	\$4,221	\$7,925	\$12,720	\$23,623	\$18,980	\$31,700	60%
	Waste Removal	\$479	\$650	\$1,184	\$1,938	\$1,416	\$2,600	54%
<b>Expenditures Total</b>		<b>\$14,938</b>	<b>\$18,419</b>	<b>\$46,045</b>	<b>\$54,903</b>	<b>\$27,630</b>	<b>\$73,675</b>	<b>38%</b>
<b>Revenues</b>								
<b>Recoveries</b>								
	Municipal Office Costs Recovered from Building Department	\$0	-\$5,526	\$0	-\$16,471	-\$22,103	-\$22,103	100%
<b>Revenues Total</b>		<b>\$0</b>	<b>-\$5,526</b>	<b>\$0</b>	<b>-\$16,471</b>	<b>-\$22,103</b>	<b>-\$22,103</b>	<b>100%</b>

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Schedule A - Departmental Detail**

Description		Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>Parks and Recreation</b>								
<b>Library</b>								
<b>Expenditures</b>								
<b>    Utilities</b>								
	Library Rent for Historical society	\$1,126	\$1,128	\$3,703	\$3,361	\$807	\$4,510	18%
	Library Water Monitoring	\$458	\$438	\$1,095	\$1,304	\$655	\$1,750	37%
<b>Expenditures Total</b>		<b>\$1,584</b>	<b>\$1,565</b>	<b>\$4,798</b>	<b>\$4,665</b>	<b>\$1,462</b>	<b>\$6,260</b>	<b>23%</b>
<b>Revenues</b>								
<b>    Recoveries</b>								
	Library Costs Recovered from County	\$0	-\$750	\$0	-\$2,236	-\$3,000	-\$3,000	100%
<b>Revenues Total</b>		<b>\$0</b>	<b>-\$750</b>	<b>\$0</b>	<b>-\$2,236</b>	<b>-\$3,000</b>	<b>-\$3,000</b>	<b>100%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly		\$ Budget	2018	%	
Description		Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>ORC</b>								
<b>Expenditures</b>								
<b>Building Maintenance</b>								
	Bldg-Cleaning, Maint,Supplies Exterior	\$1,415	\$2,000	\$3,525	\$5,962	\$4,475	\$8,000	56%
	Bldg-Cleaning, Maint,Supplies Interior	\$2,585	\$1,500	\$4,047	\$4,471	\$1,953	\$6,000	33%
<b>Contract Services/Professional Fees</b>								
	Contract Services	\$0	\$88	\$0	\$261	\$350	\$350	100%
	Water Protection	\$467	\$175	\$667	\$522	\$33	\$700	5%
<b>Materials and Supplies</b>								
	Advertising	\$0	\$125	\$0	\$373	\$500	\$500	100%
	Clothing Safety Allowance	\$0	\$129	\$0	\$384	\$515	\$515	100%
	Drink Machine Supplies	\$0	\$125	\$0	\$373	\$500	\$500	100%
	Signage	\$0	\$25	\$0	\$75	\$100	\$100	100%
<b>Office Equipment and Supplies</b>								
	Office Supplies	\$0	\$75	\$76	\$224	\$224	\$300	75%
<b>Professional Development</b>								
	Employee Travel - Meals	\$0	\$25	\$0	\$75	\$100	\$100	100%
	Membership and Subscription Fees	\$0	\$55	\$153	\$164	\$67	\$220	31%
	Professional Development	\$0	\$250	\$0	\$745	\$1,000	\$1,000	100%
<b>Salaries, Wages and Benefits</b>								
	FT Benefits - ORC	\$1,319	\$2,685	\$6,290	\$8,005	\$4,452	\$10,742	41%
	FT Wages - ORC	\$15,814	\$14,684	\$42,925	\$43,772	\$15,813	\$58,738	27%
	Manulife Benefits	\$1,951	\$1,931	\$5,835	\$5,757	\$1,890	\$7,725	24%
	OT Wages - ORC	\$0	\$500	\$762	\$1,490	\$1,238	\$2,000	62%
	PT Benefits - ORC	\$277	\$667	\$916	\$1,989	\$1,754	\$2,670	66%
	PT Wages - ORC	\$6,476	\$7,239	\$17,787	\$21,578	\$11,169	\$28,956	39%
	WSIB	\$718	\$718	\$2,092	\$2,139	\$778	\$2,870	27%
<b>Utilities</b>								
	Communication(phone, fax, intern)	\$555	\$625	\$1,791	\$1,863	\$709	\$2,500	28%
	Heat	\$117	\$1,050	\$4,429	\$3,130	-\$229	\$4,200	-5%
	Hydro	\$4,439	\$8,188	\$22,330	\$24,405	\$10,420	\$32,750	32%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description	Current Qtr	Quarterly	YTD Actuals	YTD Budget	\$ Budget	2018	%
	Actuals	Budget			Remaining	Budget	Remaining
Insurance	\$0	\$2,218	\$8,134	\$6,611	\$738	\$8,872	8%
Waste Removal	\$198	\$150	\$690	\$447	-\$90	\$600	-15%
<b>Vehicles and Equipment</b>							
Equipment Maintenance & Supplies	\$127	\$2,000	\$1,629	\$5,962	\$6,371	\$8,000	80%
Mileage	\$0	\$25	\$0	\$75	\$100	\$100	100%
<b>Expenditures Total</b>	<b>\$36,459</b>	<b>\$47,252</b>	<b>\$124,077</b>	<b>\$140,849</b>	<b>\$64,929</b>	<b>\$189,007</b>	<b>34%</b>
<b>Revenues</b>							
<b>Recoveries</b>							
Other Recoveries	\$0	-\$125	-\$350	-\$373	-\$150	-\$500	30%
<b>User Fees, Licenses and Fines</b>							
Arena Summer Rentals	-\$11,072	-\$4,500	-\$11,319	-\$13,414	-\$6,681	-\$18,000	37%
Gymnasium Rental	-\$4,729	-\$4,299	-\$14,756	-\$12,815	-\$2,441	-\$17,197	14%
Ice Rental - Non-Prime	\$0	-\$160	\$0	-\$477	-\$640	-\$640	100%
Ice Rental - Prime	\$0	-\$3,750	-\$17,064	-\$11,178	\$2,064	-\$15,000	-14%
ORC Drink Machine	\$0	-\$125	-\$378	-\$373	-\$122	-\$500	24%
Rink Board and Ball Diamond Advertising	\$0	-\$88	\$0	-\$261	-\$350	-\$350	100%
<b>Revenues Total</b>	<b>-\$15,800</b>	<b>-\$13,047</b>	<b>-\$43,868</b>	<b>-\$38,890</b>	<b>-\$8,320</b>	<b>-\$52,187</b>	<b>16%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly			\$ Budget	2018	%
Description		Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Parks</b>								
<b>Expenditures</b>								
<b>Contract Services/Professional Fees</b>								
	Contract Services	\$9,850	\$4,065	\$14,870	\$12,117	\$1,390	\$16,260	9%
	Water Protection	\$35	\$250	\$646	\$745	\$354	\$1,000	35%
<b>Materials and Supplies</b>								
	Advertising	\$0	\$125	\$0	\$373	\$500	\$500	100%
	Maintenance Grounds	\$5,178	\$2,500	\$6,849	\$7,452	\$3,151	\$10,000	32%
<b>Salaries, Wages and Benefits</b>								
	FT Benefits - Parks	\$2,050	\$1,922	\$5,637	\$5,729	\$2,051	\$7,688	27%
	FT Wages - Parks	\$11,525	\$10,549	\$32,025	\$31,446	\$10,172	\$42,197	24%
	Manulife Benefits	\$1,794	\$1,843	\$5,369	\$5,492	\$2,002	\$7,370	27%
	OT Wages - Parks	\$480	\$0	\$1,129	\$0	-\$1,129	\$0	N/A
	PT Benefits - Parks	\$509	\$165	\$840	\$491	-\$181	\$659	-27%
	PT Wages - Parks	\$5,955	\$1,788	\$9,828	\$5,329	-\$2,677	\$7,151	-37%
	WSIB	\$578	\$395	\$1,385	\$1,177	\$194	\$1,579	12%
<b>Utilities</b>								
	Fuel	\$0	\$550	\$0	\$1,639	\$2,200	\$2,200	100%
	Hydro	\$915	\$850	\$1,815	\$2,534	\$1,585	\$3,400	47%
	Insurance	\$0	\$1,611	\$6,575	\$4,801	-\$133	\$6,442	-2%
<b>Vehicles and Equipment</b>								
	Equipment Maintenance and Supplies	\$612	\$370	\$644	\$1,103	\$836	\$1,480	56%
	Mileage	\$0	\$0	\$0	\$0	\$0	\$0	N/A
	Vehicle Maintenance	\$0	\$125	\$57	\$373	\$443	\$500	89%
<b>Expenditures Total</b>		<b>\$39,482</b>	<b>\$27,107</b>	<b>\$87,671</b>	<b>\$80,801</b>	<b>\$20,757</b>	<b>\$108,428</b>	<b>19%</b>
<b>Revenues</b>								
<b>User Fees, Licenses and Fines</b>								
	Aberfoyle/Morrison Ball Park/ Morrison Meadows	-\$2,710	-\$750	-\$3,023	-\$2,236	\$23	-\$3,000	-1%
	Horse Paddock Rental	-\$200	\$0	-\$200	\$0	\$200	\$0	N/A
	Picnic Shelter	-\$160	-\$75	-\$220	-\$224	-\$80	-\$300	27%
	Sports Facility User Fees	-\$920	-\$200	-\$920	-\$596	\$120	-\$800	-15%
	Soccer Field Rentals	-\$1,723	-\$750	-\$2,321	-\$2,236	-\$680	-\$3,000	23%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly			\$ Budget	2018	%
Description		Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Revenues Total</b>		-\$5,712	-\$1,775	-\$6,684	-\$5,291	-\$416	-\$7,100	6%
<b>PCC</b>								
<b>Expenditures</b>								
<b>Building Maintenance</b>								
	Bldg-Cleaning, Maint,Supplies Interior	\$5,985	\$3,750	\$9,958	\$11,178	\$5,042	\$15,000	34%
	Outdoor Maintenance of Building	\$593	\$300	\$1,086	\$894	\$114	\$1,200	10%
<b>Contract Services/Professional Fees</b>								
	Contract Services	\$191	\$632	\$925	\$1,885	\$1,605	\$2,530	63%
	Water Protection	\$1,156	\$1,275	\$2,380	\$3,801	\$2,720	\$5,100	53%
<b>Materials and Supplies</b>								
	Advertising	\$0	\$500	\$0	\$1,490	\$2,000	\$2,000	100%
<b>Office Equipment and Supplies</b>								
	Kitchen Supplies and Equipment	\$132	\$375	\$132	\$1,118	\$1,368	\$1,500	91%
	Office Supplies	\$122	\$38	\$132	\$112	\$18	\$150	12%
<b>Professional Development</b>								
	Employee Travel - Accomodations	\$0	\$113	\$0	\$335	\$450	\$450	100%
	Employee Travel - Meals	\$0	\$38	\$0	\$112	\$150	\$150	100%
	Membership and Subscription Fees	\$0	\$125	\$500	\$373	\$0	\$500	0%
	Professional Development	\$0	\$0	\$0	\$0	\$0	\$0	N/A
<b>Salaries, Wages and Benefits</b>								
	FT Benefits - Recreation	\$3	\$0	\$3	\$0	-\$3	\$0	N/A
	FT Wages - Recreation	\$0	\$0	\$0	\$0	\$0	\$0	N/A
	Manulife Benefits - Recreation	\$0	\$0	\$0	\$0	\$0	\$0	N/A
	OT Wages - Recreation	\$316	\$125	\$316	\$373	\$184	\$500	37%
	PT Benefits - Recreation	\$535	\$939	\$1,324	\$2,800	\$2,433	\$3,757	65%
	PT Wages - Recreation	\$11,742	\$10,061	\$28,945	\$29,991	\$11,300	\$40,245	28%
	WSIB	\$374	\$326	\$939	\$972	\$365	\$1,304	28%
<b>Utilities</b>								

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description	Current Qtr	Quarterly	YTD Actuals	YTD Budget	\$ Budget	2018	%
	Actuals	Budget			Remaining	Budget	Remaining
Communication(phone, fax, intern)	\$570	\$700	\$1,650	\$2,087	\$1,150	\$2,800	41%
Fuel	\$0	\$125	\$0	\$373	\$500	\$500	100%
Heat	\$221	\$1,000	\$3,356	\$2,981	\$644	\$4,000	16%
Hydro	\$2,489	\$6,100	\$9,050	\$18,183	\$15,350	\$24,400	63%
Insurance	\$0	\$1,825	\$7,537	\$5,441	-\$235	\$7,301	-3%
Waste Removal	\$793	\$625	\$1,868	\$1,863	\$632	\$2,500	25%
<b>Vehicles and Equipment</b>							
Mileage	\$0	\$25	\$0	\$75	\$100	\$100	100%
<b>Expenditures Total</b>	<b>\$25,224</b>	<b>\$28,997</b>	<b>\$70,102</b>	<b>\$86,434</b>	<b>\$45,885</b>	<b>\$115,987</b>	<b>40%</b>
<b>Revenues</b>							
<b>Grants</b>							
Recreation Conditional Grants	\$0	-\$1,292	\$0	-\$3,850	-\$5,167	-\$5,167	100%
<b>Recoveries</b>							
Other Recoveries	-\$1,102	-\$100	-\$1,264	-\$298	\$864	-\$400	-216%
<b>User Fees, Licenses and Fines</b>							
Advertising Sign	\$0	-\$81	-\$33	-\$241	-\$291	-\$324	90%
Alf Hales Room	-\$2,126	-\$2,000	-\$5,790	-\$5,962	-\$2,210	-\$8,000	28%
Archie MacRobbie Hall - Non-Prime	-\$8,538	-\$4,000	-\$14,956	-\$11,923	-\$1,044	-\$16,000	7%
Archie MacRobbie Hall - Prime	-\$10,447	-\$5,700	-\$16,404	-\$16,991	-\$6,396	-\$22,800	28%
Bartenders	-\$2,778	-\$2,125	-\$6,187	-\$6,334	-\$2,313	-\$8,500	27%
Commercial Rentals	\$0	-\$191	\$0	-\$570	-\$765	-\$765	100%
Kitchen Facilities	-\$107	-\$795	-\$1,605	-\$2,370	-\$1,575	-\$3,180	50%
Licensed Events Using Patio	-\$224	-\$56	-\$336	-\$167	\$112	-\$224	-50%
Projector Rental Fee	-\$75	-\$13	-\$100	-\$37	\$50	-\$50	-100%
<b>Revenues Total</b>	<b>-\$25,397</b>	<b>-\$16,352</b>	<b>-\$46,675</b>	<b>-\$48,744</b>	<b>-\$18,735</b>	<b>-\$65,410</b>	<b>29%</b>



**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly		\$ Budget	2018	%
Description	Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Planning</b>							
<b>Planning</b>							
<b>Expenditures</b>							
<b>Community Grants</b>							
CIP Grants	\$0	\$5,000	\$427	\$14,904	\$19,573	\$20,000	98%
<b>Contract Services/Professional Fees</b>							
Contract Services	\$0	\$750	\$2,259	\$2,236	\$741	\$3,000	25%
Professional Fees - Engineering & Environmental	\$18,362	\$14,174	\$38,084	\$42,249	\$18,611	\$56,695	33%
Professional Fees - Legal	\$8,180	\$6,250	\$9,054	\$18,630	\$15,946	\$25,000	64%
Professional Fees - Water Monitoring	\$0	\$500	\$0	\$1,490	\$2,000	\$2,000	100%
<b>Materials and Supplies</b>							
Advertising	\$2,528	\$500	\$5,840	\$1,490	-\$3,840	\$2,000	-192%
<b>Office Equipment and Supplies</b>							
Office Supplies	\$0	\$25	\$14	\$75	\$86	\$100	86%
<b>Professional Development</b>							
Employee Travel - Accomodations	\$0	\$88	\$0	\$261	\$350	\$350	100%
Employee Travel - Meals	\$0	\$25	\$0	\$75	\$100	\$100	100%
Membership and Subscription Fees	\$0	\$38	\$130	\$112	\$20	\$150	13%
Professional Development	\$0	\$311	\$0	\$927	\$1,244	\$1,244	100%
<b>Salaries, Wages and Benefits</b>							
FT Benefits	\$1,744	\$3,021	\$7,623	\$9,005	\$4,461	\$12,084	37%
FT Wages	\$10,475	\$16,921	\$41,715	\$50,437	\$25,967	\$67,682	38%
Manulife Benefits	\$680	\$2,015	\$4,737	\$6,006	\$3,323	\$8,060	41%
OT Wages	\$0	\$125	\$0	\$373	\$500	\$500	100%
WSIB	\$337	\$545	\$1,429	\$1,626	\$753	\$2,182	34%
<b>Utilities</b>							
Communication (phone, fax, Internet)	\$0	\$50	\$0	\$149	\$200	\$200	100%
<b>Vehicles and Equipment</b>							
Mileage	\$0	\$63	\$0	\$186	\$250	\$250	100%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018  
Schedule A - Departmental Detail**

Description	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>Expenditures Total</b>	<b>\$42,307</b>	<b>\$50,399</b>	<b>\$111,313</b>	<b>\$150,231</b>	<b>\$90,284</b>	<b>\$201,597</b>	<b>45%</b>
<b>Revenues</b>							
<b>Grants</b>							
BR+E Municipal Implementation Fund	-\$10,000	-\$6,250	\$0	-\$18,630	-\$25,000	-\$25,000	100%
<b>Recoveries</b>							
Advertising Fees Recovered	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Engineering, Environmental, and Legal Fees Recovered	-\$1,873	-\$5,000	-\$12,116	-\$14,904	-\$7,884	-\$20,000	39%
<b>User Fees, Licenses and Fines</b>							
Agreements	\$0	-\$191	-\$765	-\$570	\$0	-\$765	0%
Consent Review and Clearance	-\$1,179	-\$491	-\$4,978	-\$1,464	\$3,013	-\$1,965	-153%
Minor Variance Application	-\$2,070	-\$2,243	-\$11,040	-\$6,684	\$2,070	-\$8,970	-23%
Part Lot Control Exemption By-law	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Site Plan Control	\$0	-\$5,425	-\$21,700	-\$16,171	\$0	-\$21,700	0%
Telecommunication Tower Proposals	\$0	-\$261	\$0	-\$777	-\$1,042	-\$1,042	100%
Zoning By-law #19/85	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Zoning By-law Amendment	-\$15,000	-\$4,050	-\$20,000	-\$12,072	\$3,800	-\$16,200	-23%
Zoning By-law Amendment - Aggregate	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Zoning Compliance Letter	-\$750	-\$557	-\$2,175	-\$1,660	-\$52	-\$2,227	2%
Lifting of Holding Designation Fee (Zoning)	\$0	-\$143	\$0	-\$427	-\$573	-\$573	100%
<b>Revenues Total</b>	<b>-\$30,872</b>	<b>-\$24,611</b>	<b>-\$72,774</b>	<b>-\$73,360</b>	<b>-\$25,668</b>	<b>-\$98,442</b>	<b>26%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

		Current Qtr	Quarterly		\$ Budget	2018	%
Description	Actuals	Budget	YTD Actuals	YTD Budget	Remaining	Budget	Remaining
<b>Public Works</b>							
<b>Public Works</b>							
<b>Expenditures</b>							
<b>Contract Services/Professional Fees</b>							
Contract Services	\$9,321	\$11,030	\$16,703	\$32,878	\$27,417	\$44,120	62%
Professional Fees - Engineering	\$0	\$500	\$0	\$1,490	\$2,000	\$2,000	100%
<b>Materials and Supplies</b>							
Advertising	\$0	\$125	\$342	\$373	\$158	\$500	32%
Clothing, Safety Allowance	\$0	\$263	\$153	\$782	\$897	\$1,050	85%
Signage	\$832	\$2,500	\$1,329	\$7,452	\$8,671	\$10,000	87%
<b>Office Equipment and Supplies</b>							
Office Supplies	\$49	\$125	\$49	\$373	\$451	\$500	90%
<b>Professional Development</b>							
Employee Travel - Meals	\$0	\$25	\$0	\$75	\$100	\$100	100%
Membership and Subscription Fees	\$0	\$200	\$598	\$596	\$202	\$800	25%
Professional Development	\$605	\$355	\$1,063	\$1,058	\$357	\$1,420	25%
<b>Roads and Related Costs</b>							
Calcium	\$23,951	\$11,600	\$55,840	\$34,578	-\$9,440	\$46,400	-20%
Maintenance Gravel	\$43,817	\$19,250	\$48,316	\$57,381	\$28,684	\$77,000	37%
Pavement Markings	\$0	\$8,875	\$0	\$26,455	\$35,500	\$35,500	100%
Permits	\$0	\$25	\$55	\$75	\$45	\$100	45%
Railway Maintenance	\$5,015	\$1,250	\$5,015	\$3,726	-\$15	\$5,000	0%
Road Maintenance supplies	\$12,652	\$8,850	\$29,988	\$26,380	\$5,412	\$35,400	15%
Shop Overhead	\$348	\$1,850	\$4,239	\$5,515	\$3,161	\$7,400	43%
Sidewalk Repairs	\$0	\$1,250	\$0	\$3,726	\$5,000	\$5,000	100%
Speed Monitor	\$0	\$125	\$0	\$373	\$500	\$500	100%
Street Lights: Repairs and Hydro Bills	\$11,063	\$11,588	\$32,483	\$34,540	\$13,867	\$46,350	30%
Winter Maintenance	\$0	\$45,750	\$136,755	\$136,373	\$46,245	\$183,000	25%
<b>Salaries, Wages and Benefits</b>							
FT Benefits	\$18,364	\$16,072	\$48,021	\$47,907	\$16,265	\$64,286	25%
FT Wages	\$112,193	\$87,020	\$260,572	\$259,391	\$87,508	\$348,079	25%
Manulife Benefits	\$12,817	\$9,597	\$28,753	\$28,608	\$9,637	\$38,390	25%

**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule A - Departmental Detail**

Description	Current Qtr	Quarterly	YTD Actuals	YTD Budget	\$ Budget 2018		% Remaining
	Actuals	Budget			Remaining	Budget	
OT Wages	\$2,458	\$8,175	\$30,424	\$24,368	\$2,276	\$32,700	7%
PT/Seasonal Benefits	\$5,251	\$869	\$9,078	\$2,589	-\$5,604	\$3,474	-161%
Seasonal Wages	\$0	\$9,421	\$32,616	\$28,082	\$5,068	\$37,684	13%
WSIB	\$3,727	\$3,191	\$11,199	\$9,513	\$1,566	\$12,765	12%
<b>Utilities</b>							
Communication(phone, fax, intern)	\$853	\$866	\$2,380	\$2,580	\$1,082	\$3,462	31%
Fuel	\$18,408	\$21,074	\$67,644	\$62,817	\$16,651	\$84,295	20%
Insurance	\$0	\$17,937	\$71,607	\$53,467	\$141	\$71,748	0%
Waste Removal	\$0	\$375	\$0	\$1,118	\$1,500	\$1,500	100%
<b>Vehicles and Equipment</b>							
Equipment Maintenance & Supplies	\$1,171	\$513	\$1,471	\$1,528	\$579	\$2,050	28%
Mileage	\$0	\$25	\$0	\$75	\$100	\$100	100%
Vehicle Maintenance	\$5,136	\$11,500	\$21,334	\$34,279	\$24,666	\$46,000	54%
Vehicle Plates	\$0	\$1,775	\$0	\$5,291	\$7,100	\$7,100	100%
<b>Expenditures Total</b>	<b>\$288,030</b>	<b>\$313,943</b>	<b>\$918,027</b>	<b>\$935,809</b>	<b>\$337,746</b>	<b>\$1,255,774</b>	<b>27%</b>
<b>Revenues</b>							
<b>Recoveries</b>							
Roads Other Recoveries	\$0	-\$250	\$0	-\$745	-\$1,000	-\$1,000	100%
Third Party Cost Recovery	\$0	\$0	\$0	\$0	\$0	\$0	N/A
Third Party Cost Recovery Administration Fee	\$0	\$0	\$0	\$0	\$0	\$0	N/A
<b>User Fees, Licenses and Fines</b>							
Entrance Permit	-\$1,150	-\$1,116	-\$5,520	-\$3,327	\$1,055	-\$4,465	-24%
Oversize-Overweight Load Permits	\$0	\$0	-\$200	\$0	\$200	\$0	N/A
<b>Revenues Total</b>	<b>-\$1,150</b>	<b>-\$1,366</b>	<b>-\$5,720</b>	<b>-\$4,072</b>	<b>\$255</b>	<b>-\$5,465</b>	<b>-5%</b>

**Report FIN-2019-005 - Third Quarter Financial Report - 2018  
Schedule A - Departmental Detail**

Description	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>Source Water Protection</b>							
<b>Expenditures</b>							
<b>Contract Services/Professional Fees</b>							
Professional Fees	\$0	\$4,315	\$0	\$12,862	\$17,260	\$17,260	100%
<b>Materials and Supplies</b>							
Public Education Costs	\$0	\$0	\$0	\$0	\$0	\$0	N/A
<b>Salaries, Wages and Benefits</b>							
FT Wages/Benefits	\$2,231	\$2,395	\$4,487	\$7,138	\$5,092	\$9,579	53%
<b>Expenditures Total</b>	<b>\$2,231</b>	<b>\$6,710</b>	<b>\$4,487</b>	<b>\$20,001</b>	<b>\$22,352</b>	<b>\$26,839</b>	<b>83%</b>
<b>Revenues</b>							
<b>Grants</b>							
Source Protection Municipal Implementation Fund	\$0	-\$4,315	\$0	-\$12,862	-\$17,260	-\$17,260	100%
<b>Revenues Total</b>	<b>\$0</b>	<b>-\$4,315</b>	<b>\$0</b>	<b>-\$12,862</b>	<b>-\$17,260</b>	<b>-\$17,260</b>	<b>100%</b>
<b>Grand Total</b>	<b>\$622,536</b>	<b>\$745,279</b>	<b>\$2,187,037</b>	<b>\$2,221,543</b>	<b>\$794,078</b>	<b>\$2,981,115</b>	<b>27%</b>



**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule B - Expense and Revenue Summary**

Department	Current Qtr Actuals	Quarterly Budget	YTD Actuals	YTD Budget	\$ Budget Remaining	2018 Budget	% Remaining
<b>Revenues</b>							
Administration	-\$840	-\$1,350	-\$2,026	-\$4,024	-\$3,374	-\$5,400	62%
Building	-\$70,089	-\$96,594	-\$394,443	-\$287,930	\$8,067	-\$386,376	-2%
By-law	-\$7,327	-\$7,067	-\$23,069	-\$21,064	-\$5,197	-\$28,266	18%
Corporate	-\$304,679	-\$275,299	-\$680,743	-\$820,617	-\$420,453	-\$1,101,196	38%
Elections	-\$300	\$0	-\$1,000	\$0	\$1,000	\$0	#DIV/0!
Finance	-\$8,441	-\$7,636	-\$31,626	-\$22,761	\$1,082	-\$30,544	-4%
Fire and Rescue	-\$21,987	-\$27,958	-\$56,666	-\$83,338	-\$55,167	-\$111,833	49%
Library	\$0	-\$750	\$0	-\$2,236	-\$3,000	-\$3,000	100%
ORC	-\$15,800	-\$13,047	-\$43,868	-\$38,890	-\$8,320	-\$52,187	16%
Parks	-\$5,712	-\$1,775	-\$6,684	-\$5,291	-\$416	-\$7,100	6%
PCC	-\$25,397	-\$16,352	-\$46,675	-\$48,744	-\$18,735	-\$65,410	29%
Planning	-\$30,872	-\$24,611	-\$72,774	-\$73,360	-\$25,668	-\$98,442	26%
Public Works	-\$1,150	-\$1,366	-\$5,720	-\$4,072	\$255	-\$5,465	-5%
Source Water Protection	\$0	-\$4,315	\$0	-\$12,862	-\$17,260	-\$17,260	100%
Municipal Office	\$0	-\$5,526	\$0	-\$16,471	-\$22,103	-\$22,103	100%
<b>Revenues Total</b>	<b>-\$492,594</b>	<b>-\$483,645</b>	<b>-\$1,365,292</b>	<b>-\$1,441,660</b>	<b>-\$569,289</b>	<b>-\$1,934,581</b>	<b>29%</b>
<b>Grand Total</b>	<b>\$622,536</b>	<b>\$745,279</b>	<b>\$2,187,037</b>	<b>\$2,221,543</b>	<b>\$794,078</b>	<b>\$2,981,115</b>	<b>27%</b>



**Report FIN-2019-005 - Third Quarter Financial Report - 2018**  
**Schedule C - Other Financial Data**

<b>Summary of Property Taxes Billed</b>										
	As at January 31st	As at February 28th	As at March 31st	As at April 30th	As at May 31st	As at June 30th	As at July 31st	As at August 31st	As at September	
<b>Taxes Billed</b>										
<b>Interim Tax Bill</b>										
1st Installment	\$0	\$5,855,881	\$5,855,881	\$5,855,881	\$5,855,881	\$5,855,881	\$5,855,881	\$5,855,881	\$5,855,881	
2nd Installment	\$0	\$0	\$0	\$5,854,255	\$5,854,255	\$5,854,255	\$5,854,255	\$5,854,255	\$5,854,255	
	\$0	\$5,855,881	\$5,855,881	\$11,710,136	\$11,710,136	\$11,710,136	\$11,710,136	\$11,710,136	\$11,710,136	
<b>Final Tax Bill</b>										
1st Installment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,144,667	\$6,144,667	
2nd Installment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,144,667	\$6,144,667	
<b>Total Billed</b>	\$0	\$5,855,881	\$5,855,881	\$11,710,136	\$11,710,136	\$11,710,136	\$11,710,136	\$17,854,803	\$17,854,803	
<b>Capping Adjustment</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Total Taxes Billed</b>	\$0	\$5,855,881	\$5,855,881	\$11,710,136	\$11,710,136	\$11,710,136	\$11,710,136	\$17,854,803	\$17,854,803	
<b>In-year Township Tax Adjustments</b>										
Gravel Pit Appeal Write Offs to Date	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Taxes Written Off to Date	-\$5,442	-\$5,442	-\$8,532	-\$8,651	-\$8,651	-\$18,568	-\$18,568	-\$21,043	-\$22,187	
Supplemental Billings to Date	\$0	\$0	\$142	\$142	\$142	\$26,183	\$26,183	\$27,979	\$37,135	
<b>Net Taxes Billed to Date</b>	-\$5,442	\$5,850,439	\$5,847,491	\$11,701,627	\$11,701,627	\$11,717,751	\$11,717,751	\$17,861,739	\$17,869,751	
<b>Summary of Tax Arrears</b>										
<b>2018 Tax Arrears</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>	
Outstanding Taxes	-\$252,482	\$577,467	-\$133,486	\$1,514,055	\$759,577	\$261,022	-\$20,659	\$1,045,904	-\$16,161	
Outstanding Interest	\$0	-\$1	\$3,394	\$6,515	\$11,296	\$15,165	\$17,321	\$19,024	\$25,681	
<b>2017 Tax Arrears</b>										
Outstanding Taxes	\$724,304	\$620,992	\$551,980	\$474,483	\$444,903	\$401,626	\$385,614	\$366,643	\$360,694	
Outstanding Interest	\$35,400	\$33,892	\$33,073	\$33,127	\$34,617	\$36,233	\$36,500	\$37,415	\$38,978	
<b>2016 Tax Arrears</b>										
Outstanding Taxes	\$212,855	\$184,840	\$140,155	\$119,593	\$101,739	\$90,250	\$85,676	\$81,133	\$75,270	
Outstanding Interest	\$26,221	\$22,761	\$16,355	\$11,431	\$10,988	\$10,324	\$10,998	\$10,607	\$10,911	
<b>2015 Tax Arrears</b>										
Outstanding Taxes	\$38,378	\$36,125	\$30,053	\$29,022	\$29,011	\$19,193	\$18,341	\$16,924	\$16,066	
Outstanding Interest	\$8,767	\$6,698	\$4,641	\$4,673	\$4,868	\$3,579	\$3,770	\$3,802	\$3,986	
<b>Total Outstanding Taxes &amp; Interest</b>	<b>\$793,443</b>	<b>\$1,482,774</b>	<b>\$646,166</b>	<b>\$2,192,898</b>	<b>\$1,396,998</b>	<b>\$837,392</b>	<b>\$537,562</b>	<b>\$1,581,453</b>	<b>\$515,423</b>	
<b>Bank and Interest Summary</b>										
	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>	
<b>General Bank Balance</b>	\$4,163,015	\$9,408,488	\$4,707,399	\$8,863,416	\$8,459,043	\$3,443,283	\$1,858,855	\$6,915,949	\$2,539,236	
<b>General Interest Earned to Date</b>	-\$6,552	-\$11,578	-\$21,506	-\$33,556	-\$40,536	-\$52,329	-\$62,659	-\$67,007	-\$71,643	

# Accounts Payable

TD Canada Trust Cheque Register By Date

07/01/2018 thru 07/31/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
022597	07/06/2018	000119	BELL CANADA	354.27
022598	07/06/2018	001676	BOX 690 FOOD AND REFRESHMENT	65.10
022599	07/06/2018	000182	CAMPUS HARDWARE LIMITED	320.60
022600	07/06/2018	000288	DAVAN GROUP	2,303.79
022601	07/06/2018	002216	DROLLIS SAFETY SUPPLY CO. LTD.	162.49
022602	07/06/2018	000378	FIRE MARSHAL'S PUB.FIRE SAFETY	635.91
022603	07/06/2018	000383	FISHER'S REGALIA & UNIFORM ACC	306.68
022604	07/06/2018	000384	FLEET IMAGE INC.	84.75
022605	07/06/2018	000448	GREAT-WEST LIFE ASSURANCE CO.	783.72
022606	07/06/2018	001216	GUELPH BUILDING SUPPLY	20.32
022607	07/06/2018	000463	GUELPH HUMANE SOCIETY	53.62
022608	07/06/2018	001479	H & L SECURITY SYSTEMS	254.25
022609	07/06/2018	000476	HARDEN ENVIRONMENTAL SERVICES	5,604.80
022610	07/06/2018	000514	HYDRO ONE NETWORKS INC	79.74
022611	07/06/2018	001683	K-W DOOR INSTALLATIONS INC.	254.82
022612	07/06/2018	001502	LUIS GOMES	3,502.98
022613	07/06/2018	001516	PARTRIDGE FREELANCE TITLESEARCHING	93.75
022614	07/06/2018	000830	PUROLATOR COURIER LTD.	127.79
022615	07/06/2018	000225	STRONGCO	1,690.29
022616	07/06/2018	000999	TEAM TRUCK CENTRES	64.85
022617	07/06/2018	002304	TELETRON COMMUNICATIONS INC.	736.22
022618	07/09/2018	000717	MINISTER OF FINANCE	2,964.62
022619	07/09/2018	000764	O.M.E.R.S.	19,629.48
022620	07/09/2018	001147	RECEIVER GENERAL	29,567.42
022621	07/09/2018	001113	WORKPLACE SAFETY & INSURANCE	4,594.05
022622	07/13/2018	002213	CIMA CANADA INC.	3,962.07
022623	07/13/2018	000389	FRANK COWAN CO. LTD.	1,087.50
022624	07/13/2018	000514	HYDRO ONE NETWORKS INC	3,601.08
022625	07/13/2018	002306	IWANSKI, JACK	2,591.84
022626	07/13/2018	001970	ML CONSULTING	310.75
022627	07/13/2018	002303	MLS PLANNING CONSULTING	2,823.31
022628	07/13/2018	002307	R. RITZ	442.40
022629	07/13/2018	001210	ROGERS	34.48
022630	07/13/2018	001472	RSM BUILDING CONSULTANTS	15,067.14
022631	07/13/2018	002305	TRILLIUM AGRONOMICS INC.	678.00
022632	07/17/2018	002308	PAINTING BY DOMENIC	3,446.50
022633	07/17/2018	000214	ST MARYS CEMENT INC.	47,087.50
022634	07/25/2018	000030	ABELL PEST CONTROL INC.	79.10
022635	07/25/2018	000042	ADVANCE CONSTRUCTION EQUIP LTD	1,129.10
022636	07/25/2018	000045	AIR WAVE HEATING AND COOLING	257.08
022637	07/25/2018	002076	AYR TURF & TRAC LTD.	571.73
022638	07/25/2018	000119	BELL CANADA	1,443.59
022639	07/25/2018	002033	BENNINGER HOLDINGS INC.	131,838.74
022640	07/25/2018	001781	BERNARDI HUMAN RESOURCE LAW LLP	201.14
022641	07/25/2018	000178	CAMPBELL'S PORTABLE TOILETS	271.20
022642	07/25/2018	000182	CAMPUS HARDWARE LIMITED	42.96
022643	07/25/2018	000171	CANADIAN PACIFIC RAILWAY CO.	1,240.00
022645	07/25/2018	002309	CITY-COM COMMUNICATIONS	336.74
022646	07/25/2018	001286	COCO PAVING INC	844.17
022647	07/25/2018	000263	COX CONSTRUCTION LIMITED	22,735.25
022648	07/25/2018	001182	G.T. FRENCH PAPER LTD.	1,030.28
022649	07/25/2018	000453	GROOVE IDENTIFICATION SOLUTION	14.97
022650	07/25/2018	001216	GUELPH BUILDING SUPPLY	192.19

# Accounts Payable

TD Canada Trust Cheque Register By Date

07/01/2018 thru 07/31/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
022651	07/25/2018	001964	GYM-CON LTD.	4,520.00
022652	07/25/2018	000486	HAYDEN'S PROPERTY MTCE.	1,025.81
022653	07/25/2018	001977	HORIZON DATA SERVICES LTD.	1,017.00
022654	07/25/2018	000514	HYDRO ONE NETWORKS INC	5,495.19
022655	07/25/2018	002177	INTEGRITY REFRIGERATION	146.90
022656	07/25/2018	000830	PUROLATOR COURIER LTD.	186.03
022657	07/25/2018	000939	SHOOTER ELECTRIC INC.	1,429.45
022658	07/25/2018	000998	TD VISA	4,113.38
022659	07/25/2018	002304	TELETRON COMMUNICATIONS INC.	33.62
022660	07/25/2018	001039	UNION GAS LIMITED	195.13
022661	07/25/2018	001040	UNITED RENTALS OF CANADA INC	1,535.39
022662	07/25/2018	001096	WHITCOMBE BROS. REPAIR SERVICE	84.75
022663	07/26/2018	000263	COX CONSTRUCTION LIMITED	307,733.65
022664	07/26/2018	002310	DHILLON, NACHHATTAR	721.34
022665	07/26/2018	002311	ELEMENTS HARDSCAPING INC.	70.20
022666	07/26/2018	001337	IDS	273.09
022667	07/26/2018	000661	MANULIFE FINANCIAL	16,394.95
022668	07/26/2018	002146	MINA, BRANDON	141.64
022669	07/26/2018	001147	RECEIVER GENERAL	15,816.72
022670	07/26/2018	001963	THRIVE LANDSCAPES	1,750.00
022671	07/26/2018	000454	GUELPH JUNCTION RAILWAY CO.	12,009.54
022672	07/31/2018	000030	ABELL PEST CONTROL INC.	79.10
022673	07/31/2018	001746	ANGUS INGROUND SPRINKLER CO INC	363.05
022674	07/31/2018	002076	AYR TURF & TRAC LTD.	58.41
022675	07/31/2018	000178	CAMPBELL'S PORTABLE TOILETS	271.20
022676	07/31/2018	000182	CAMPUS HARDWARE LIMITED	554.64
022677	07/31/2018	002312	CAPELLA TREE SERVICE INC	1,186.50
022678	07/31/2018	001286	COCO PAVING INC	1,995.78
022679	07/31/2018	000237	CODE 4 FIRE & RESCUE INC.	4,966.35
022680	07/31/2018	000375	FILION WAKELY THORUP ANGELETTI	457.65
022681	07/31/2018	000384	FLEET IMAGE INC.	621.50
022682	07/31/2018	000448	GREAT-WEST LIFE ASSURANCE CO.	913.98
022683	07/31/2018	001216	GUELPH BUILDING SUPPLY	92.83
022684	07/31/2018	000514	HYDRO ONE NETWORKS INC	1,488.16
022685	07/31/2018	002317	KNOWLEDGESURGE LEARNING SOLN. INC	5,565.25
022686	07/31/2018	000650	M & L SUPPLY	1,830.81
022687	07/31/2018	002313	VOID MALLETT, BETH	70.20
022688	07/31/2018	000717	MINISTER OF FINANCE	4,207.48
022689	07/31/2018	000764	O.M.E.R.S.	29,418.08
022690	07/31/2018	001516	PARTRIDGE FREELANCE TITLESEARCHING	33.25
022691	07/31/2018	000826	PROBUY SAFETY SOLUTIONS	150.68
022692	07/31/2018	001147	RECEIVER GENERAL	46,417.58
022693	07/31/2018	001733	SHRED-IT INTERNATIONAL ULC	74.79
022694	07/31/2018	001036	TOWNSHIP OF CENTRE WELLINGTON	2,230.61
022695	07/31/2018	002318	ULINE CANADA CORPORATION	74.90
022696	07/31/2018	001046	V.A. WOOD (GUELPH) INCORP.	4,925.44
022697	07/31/2018	001113	WORKPLACE SAFETY & INSURANCE	6,374.31
Cheque Register Total -				806,733.43

## Accounts Payable

TD Canada Trust-DD Cheque Register By Date

07/01/2018 thru 07/31/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000148	07/04/2018	001416	ALTRUCK INTL. TRUCK CENTRES	72.26
000149	07/04/2018	000148	BOUCHER & JONES INC.	6,918.04
000150	07/04/2018	000219	CEDAR SIGNS	785.00
000151	07/04/2018	000259	COUNTY OF WELLINGTON	5,070.90
000152	07/04/2018	002273	DA-LEE DUST CONTROL LTD.	7,236.24
000153	07/04/2018	001518	DONALD CREED	151.65
000154	07/04/2018	001819	ESOLUTIONS GROUP	785.35
000155	07/04/2018	000414	GM BLUEPLAN ENGINEERING LIMITED	11,721.81
000156	07/04/2018	000400	GUELPH BUSINESS MACHINES	389.22
000157	07/04/2018	002299	LBEL INC.	1,092.71
000158	07/04/2018	002098	LECIC, NINA	140.00
000159	07/04/2018	000211	MICHELLE CASSAR	38.93
000160	07/04/2018	001440	REALTAX INC.	1,305.15
000161	07/04/2018	000861	REYNER ELECTRIC CONSTRUCTION INC.	1,109.10
000162	07/04/2018	001076	THE WELLINGTON ADVERTISER	1,723.25
000163	07/09/2018	000023	A.J. STONE CO. LTD.	543.53
000164	07/09/2018	001416	ALTRUCK INTL. TRUCK CENTRES	127.68
000165	07/09/2018	002259	CHURCHILL, BRAD	69.28
000166	07/09/2018	002273	DA-LEE DUST CONTROL LTD.	6,432.95
000167	07/09/2018	000414	GM BLUEPLAN ENGINEERING LIMITED	1,984.68
000168	07/09/2018	000565	JOHN UPTEGROVE	18.00
000169	07/09/2018	001703	KAREN LANDRY	127.00
000170	07/09/2018	001563	KEHOE LAW ENFORCEMENT DIST.	577.19
000171	07/09/2018	000581	KENNETH TOSH	142.29
000172	07/09/2018	002292	LOOBY, RYAN	158.19
000173	07/09/2018	000710	MICHAEL'S MOBILE	1,230.83
000174	07/09/2018	000734	MRC SYSTEMS INC.	123.68
000175	07/09/2018	001945	ONSERVE	16,858.01
000176	07/09/2018	000836	PUSLINCH PIONEER	367.25
000177	07/09/2018	001996	SERVER CLOUD CANADA	473.47
000178	07/09/2018	001852	SPEARMAN, PAUL	260.31
000179	07/09/2018	000988	SWAN DUST CONTROL LTD	23.39
000180	07/09/2018	001016	TOPECO COFFEE & TEA COMPANY	212.95
000181	07/16/2018	000259	COUNTY OF WELLINGTON	137,793.00
000182	07/16/2018	000409	GAIL J. HUETHER	401.86
000183	07/16/2018	000468	GWS ECOLOGICAL & FORESTRY SERV	918.12
000184	07/16/2018	002299	LBEL INC.	1,092.71
000185	07/16/2018	001945	ONSERVE	2,591.66
000186	07/16/2018	000836	PUSLINCH PIONEER	463.30
000187	07/16/2018	002082	ROYAL CITY JANITORIAL & MAINTENANCE	904.00
000188	07/16/2018	000932	SENTEX COMMUNICATIONS	214.68
000189	07/16/2018	001076	THE WELLINGTON ADVERTISER	427.14
000190	07/16/2018	001043	UPPER GRAND DISTRICT SCH BR-DC	4,701.00
000191	07/16/2018	001077	WELLINGTON CATHOLIC DIS SCH BD	951.00
000192	07/25/2018	001847	AIRD & BERLIS LLP	5,220.39
000193	07/25/2018	001416	ALTRUCK INTL. TRUCK CENTRES	43.53
000194	07/25/2018	000060	AMCTO	576.30
000195	07/25/2018	000148	BOUCHER & JONES INC.	4,619.34
000196	07/25/2018	000219	CEDAR SIGNS	232.30
000197	07/25/2018	002273	DA-LEE DUST CONTROL LTD.	13,732.12
000198	07/25/2018	000581	KENNETH TOSH	142.29
000199	07/25/2018	002120	LANDSCAPE PLANNING LIMITED	2,582.05
000200	07/25/2018	000734	MRC SYSTEMS INC.	123.68

**Accounts Payable**

TD Canada Trust-DD Cheque Register By Date

07/01/2018 thru 07/31/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000201	07/25/2018	000900	ROYAL CITY AUTOMOTIVE	170.68
000202	07/25/2018	000906	RUBBERLINE PRODUCTS LTD.	30.16
000203	07/25/2018	000988	SWAN DUST CONTROL LTD	275.50
000204	07/25/2018	001076	THE WELLINGTON ADVERTISER	949.20
000205	07/25/2018	001068	WASTE CONNECTIONS OF CANADA INC.	556.37
000206	07/25/2018	001854	WELLS, SAMSON	325.75
000207	07/30/2018	000201	2391080 ONT LTD	43,392.00
000208	07/30/2018	001847	AIRD & BERLIS LLP	9,902.71
000209	07/30/2018	000148	BOUCHER & JONES INC.	1,829.13
000210	07/30/2018	002273	DA-LEE DUST CONTROL LTD.	12,864.32
000211	07/30/2018	000414	GM BLUEPLAN ENGINEERING LIMITED	31,048.79
000212	07/30/2018	000400	GUELPH BUSINESS MACHINES	434.91
Cheque Register Total -				347,780.28

## Accounts Payable

TD Canada Trust Cheque Register By Date

08/01/2018 thru 08/31/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
022698	08/02/2018	002319	LIFESTYLE SUNROOMS INC.	70.20
022699	08/16/2018	001340	ASTLEY GILBERT	262.39
022700	08/16/2018	002100	BARRY, JAMES	63.00
022701	08/16/2018	002099	BARRY, JOSHUA	63.00
022702	08/16/2018	002324	BARRY, MAUREEN	63.00
022703	08/16/2018	000119	BELL CANADA	215.29
022704	08/16/2018	001598	BENNETT CHEV CADILLAC BUICK GMC	1,366.47
022705	08/16/2018	000182	CAMPUS HARDWARE LIMITED	54.19
022706	08/16/2018	001680	CHARLESTON HOMES LTD	1,556.25
022707	08/16/2018	001510	COLONIAL TREE SERVICE INC	1,808.00
022708	08/16/2018	000463	GUELPH HUMANE SOCIETY	2,291.64
022709	08/16/2018	000514	HYDRO ONE NETWORKS INC	1,448.15
022710	08/16/2018	002325	M&T PRINTING CROUP LTD.	478.73
022711	08/16/2018	002322	MACDONALD, HUGH	768.75
022712	08/16/2018	002237	NEWMAN, PATRICIA	42.00
022713	08/16/2018	001516	PARTRIDGE FREELANCE TITLESEARCHING	74.30
022714	08/16/2018	001650	PITNEY BOWES	163.13
022715	08/16/2018	001484	PUBLIC SERV HEALTH & SAFETY ASSOC.	1,695.00
022716	08/16/2018	001857	SLOOT, JOHN	717.50
022717	08/20/2018	002327	OTIS, GARD	1,707.99
022718	08/23/2018	002329	ARMTEC CANADA CULVERT	1,578.78
022719	08/23/2018	000119	BELL CANADA	1,379.36
022720	08/23/2018	002326	CALDWELL, BLAIR	1,551.16
022721	08/23/2018	000171	CANADIAN PACIFIC RAILWAY CO.	1,240.00
022722	08/23/2018	000275	CUSHING'S VACUUMS	42.94
022723	08/23/2018	000495	GEO. H. HEWITT CO. LTD.	239.58
022724	08/23/2018	000514	HYDRO ONE NETWORKS INC	1,911.49
022725	08/23/2018	002328	KAUSHAL, RANBIR	3,440.00
022726	08/23/2018	002308	PAINTING BY DOMENIC	339.00
022727	08/23/2018	001147	RECEIVER GENERAL	14,484.72
022728	08/23/2018	000934	SGS CANADA INC	1,348.09
022729	08/23/2018	000998	TD VISA	9,517.90
022730	08/23/2018	001618	TIMBERWORX CONSTRUCTION	3,251.91
022731	08/23/2018	001256	UNITED ELECTRIC	1,004.59
022732	08/23/2018	001116	WYCKOMAR INC	271.63
022733	08/30/2018	002331	ALEX PERRIE MECHANICAL	372.90
022734	08/30/2018	001340	ASTLEY GILBERT	9.04
022735	08/30/2018	000448	GREAT-WEST LIFE ASSURANCE CO.	870.56
022736	08/30/2018	001216	GUELPH BUILDING SUPPLY	92.44
022737	08/30/2018	000486	HAYDEN'S PROPERTY MTCE.	4,019.69
022738	08/30/2018	000514	HYDRO ONE NETWORKS INC	4,654.97
022739	08/30/2018	000764	O.M.E.R.S.	44,956.94
022740	08/30/2018	001733	SHRED-IT INTERNATIONAL ULC	74.49
022741	08/30/2018	000214	ST MARYS CEMENT INC.	1,158.27
022742	08/30/2018	001963	THRIVE LANDSCAPES	2,800.00
022743	08/30/2018	001039	UNION GAS LIMITED	233.84
022744	08/31/2018	000661	MANULIFE FINANCIAL	14,460.85
Cheque Register Total -				130,214.12

## Accounts Payable

TD Canada Trust-DD Cheque Register By Date

08/01/2018 thru 08/31/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000213	08/01/2018	000023	A.J. STONE CO. LTD.	509.59
000214	08/01/2018	000148	BOUCHER & JONES INC.	939.47
000215	08/01/2018	002030	BRENNAN'S TIRE SERVICE	163.85
000216	08/01/2018	001074	C-MAX FIRE SOLUTIONS	4,574.13
000217	08/01/2018	000259	COUNTY OF WELLINGTON	67.80
000218	08/01/2018	001812	DANIEL, EIJI	92.66
000219	08/01/2018	000341	ELISABETH COBURN	60.00
000220	08/01/2018	002314	FORMOST MEDIA ONE	311.98
000221	08/01/2018	000414	GM BLUEPLAN ENGINEERING LIMITED	3,833.36
000222	08/01/2018	000710	MICHAEL'S MOBILE	2,350.34
000223	08/01/2018	000734	MRC SYSTEMS INC.	220.93
000224	08/01/2018	001795	PARKER, SCOTT	70.20
000225	08/01/2018	002316	REILLY, SEAN	8.00
000226	08/01/2018	002082	ROYAL CITY JANITORIAL & MAINTENANCE	904.00
000227	08/01/2018	001996	SERVER CLOUD CANADA	473.47
000228	08/01/2018	000988	SWAN DUST CONTROL LTD	46.78
000229	08/01/2018	001076	THE WELLINGTON ADVERTISER	1,850.94
000230	08/14/2018	000259	COUNTY OF WELLINGTON	19,424.00
000231	08/14/2018	001043	UPPER GRAND DISTRICT SCH BR-DC	6,268.00
000232	08/14/2018	001077	WELLINGTON CATHOLIC DIS SCH BD	1,268.00
000233	08/16/2018	000030	ABELL PEST CONTROL INC.	141.58
000234	08/16/2018	000088	BRENDA J. LAW	63.00
000235	08/16/2018	001388	CATHERINE HASKELL	63.00
000236	08/16/2018	000219	CEDAR SIGNS	1,740.20
000237	08/16/2018	001218	CITY OF GUELPH	8,253.00
000238	08/16/2018	000259	COUNTY OF WELLINGTON	1,360.00
000239	08/16/2018	001182	G.T. FRENCH PAPER LTD.	699.66
000240	08/16/2018	000468	GWS ECOLOGICAL & FORESTRY SERV	2,864.54
000241	08/16/2018	002315	KWK MOBILE INC.	272.33
000242	08/16/2018	002292	LOOBY, RYAN	89.24
000243	08/16/2018	001945	ONSERVE	2,591.66
000244	08/16/2018	002321	ROYLANCE, RICHARD	800.00
000245	08/16/2018	000932	SENTEX COMMUNICATIONS	214.68
000246	08/16/2018	000988	SWAN DUST CONTROL LTD	275.50
000247	08/16/2018	002320	URBAN & ENVIRONMENTAL MGMT INC	9,695.40
000248	08/27/2018	002076	AYR TURF & TRAC LTD.	49.40
000249	08/27/2018	000113	BATTLEFIELD EQUIPMENT-ONTARIO	87.33
000250	08/27/2018	000148	BOUCHER & JONES INC.	2,970.66
000251	08/27/2018	000219	CEDAR SIGNS	132.39
000252	08/27/2018	000259	COUNTY OF WELLINGTON	22.60
000253	08/27/2018	000399	G & A LOCK SERVICE LTD.	22.60
000254	08/27/2018	000414	GM BLUEPLAN ENGINEERING LIMITED	30,154.34
000255	08/27/2018	000400	GUELPH BUSINESS MACHINES	504.41
000256	08/27/2018	000734	MRC SYSTEMS INC.	123.68
000257	08/27/2018	001016	TOPECO COFFEE & TEA COMPANY	82.06
000258	08/27/2018	001068	WASTE CONNECTIONS OF CANADA INC.	519.62
000259	08/27/2018	001084	WELLINGTON FARM & HOME SAFETY	500.00
Cheque Register Total -				107,730.38



# Accounts Payable

TD Canada Trust Cheque Register By Date

09/01/2018 thru 09/30/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
022745	09/07/2018	002333	BELL, DORIS	362.65
022746	09/07/2018	000182	CAMPUS HARDWARE LIMITED	40.08
022747	09/07/2018	001286	COCO PAVING INC	1,052.07
022748	09/07/2018	000279	D.M. DAVIDSON SALES & SERVICE	1,630.59
022749	09/07/2018	000285	DARCH FIRE	1,474.55
022750	09/07/2018	002216	DROLLIS SAFETY SUPPLY CO. LTD.	539.01
022751	09/07/2018	000378	FIRE MARSHAL'S PUB.FIRE SAFETY	396.77
022752	09/07/2018	000383	FISHER'S REGALIA & UNIFORM ACC	42.94
022753	09/07/2018	000155	HDS CANADA INC.	638.45
022754	09/07/2018	000717	MINISTER OF FINANCE	2,771.55
022755	09/07/2018	002287	NAPA CAMBRIDGE (0529)	88.81
022756	09/07/2018	000764	O.M.E.R.S.	18,840.36
022757	09/07/2018	001147	RECEIVER GENERAL	25,679.20
022758	09/07/2018	000214	ST MARYS CEMENT INC.	410.82
022759	09/07/2018	000996	TD CANADA TRUST	5,395.22
022760	09/07/2018	000999	TEAM TRUCK CENTRES	8.34
022761	09/07/2018	001732	THE INFORMATION PROFESSIONALS	339.00
022762	09/07/2018	001113	WORKPLACE SAFETY & INSURANCE	4,157.63
022763	09/13/2018	001558	BERRY-HALL RUTHANN	1,550.61
022764	09/13/2018	002213	CIMA CANADA INC.	5,613.28
022765	09/13/2018	000175	CITY OF CAMBRIDGE	34,450.00
022766	09/13/2018	002309	CITY-COM COMMUNICATIONS	178.54
022767	09/13/2018	001820	DOMINION VOTING SYSTEMS CORP.	11,975.74
022768	09/13/2018	000514	HYDRO ONE NETWORKS INC	1,112.07
022769	09/13/2018	000661	MANULIFE FINANCIAL	13,101.43
022770	09/13/2018	001147	RECEIVER GENERAL	14,603.07
022772	09/14/2018	002334	STACHOWSKI, RICHARD	2,002.39
022773	09/25/2018	000119	BELL CANADA	354.27
022774	09/25/2018	000998	TD VISA	4,516.39
022775	09/25/2018	001914	ABERFOYLE FARMER'S MARKET	48.03
022776	09/27/2018	000119	BELL CANADA	1,262.83
022777	09/27/2018	000171	CANADIAN PACIFIC RAILWAY CO.	1,240.00
022778	09/27/2018	001286	COCO PAVING INC	865.59
022779	09/27/2018	000238	COLEMAN EQUIPMENT INC.	4,448.13
022780	09/27/2018	001216	GUELPH BUILDING SUPPLY	107.32
022781	09/27/2018	000454	GUELPH JUNCTION RAILWAY CO.	5,569.34
022782	09/27/2018	000486	HAYDEN'S PROPERTY MTCE.	769.37
022783	09/27/2018	000514	HYDRO ONE NETWORKS INC	4,831.41
022784	09/27/2018	001733	SHRED-IT INTERNATIONAL ULC	74.49
022785	09/27/2018	000214	ST MARYS CEMENT INC.	255.66
022786	09/27/2018	001039	UNION GAS LIMITED	155.32
Cheque Register Total -				172,953.32

## Accounts Payable

TD Canada Trust-DD Cheque Register By Date

09/01/2018 thru 09/30/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000260	09/05/2018	002330	AUBS & MUGG INC.	13,831.20
000261	09/05/2018	002076	AYR TURF & TRAC LTD.	69.13
000262	09/05/2018	000148	BOUCHER & JONES INC.	2,142.71
000263	09/05/2018	000259	COUNTY OF WELLINGTON	3,673.10
000264	09/05/2018	000414	GM BLUEPLAN ENGINEERING LIMITED	4,753.97
000265	09/05/2018	001076	THE WELLINGTON ADVERTISER	640.71
000266	09/10/2018	000030	ABELL PEST CONTROL INC.	79.10
000267	09/10/2018	002076	AYR TURF & TRAC LTD.	15.18
000268	09/10/2018	000113	BATTLEFIELD EQUIPMENT-ONTARIO	96.05
000269	09/10/2018	001074	C-MAX FIRE SOLUTIONS	2,810.25
000270	09/10/2018	002259	CHURCHILL, BRAD	508.50
000271	09/10/2018	000263	COX CONSTRUCTION LIMITED	309,428.70
000272	09/10/2018	001563	KEHOE LAW ENFORCEMENT DIST.	201.14
000273	09/10/2018	002315	KWK MOBILE INC.	141.81
000274	09/10/2018	002292	LOOBY, RYAN	1,011.87
000275	09/10/2018	000282	MICHAEL DAILOUS	212.00
000276	09/10/2018	000710	MICHAEL'S MOBILE	4,052.96
000277	09/10/2018	000734	MRC SYSTEMS INC.	234.70
000278	09/10/2018	000836	PUSLINCH PIONEER	1,299.50
000279	09/10/2018	002082	ROYAL CITY JANITORIAL & MAINTENANCE	904.00
000280	09/10/2018	000906	RUBBERLINE PRODUCTS LTD.	275.70
000281	09/10/2018	000913	RYAN BONNEVILLE	212.00
000282	09/10/2018	002119	SANI GEAR	424.94
000283	09/10/2018	000988	SWAN DUST CONTROL LTD	70.17
000284	09/10/2018	001016	TOPECO COFFEE & TEA COMPANY	228.00
000285	09/10/2018	001046	V.A. WOOD (GUELPH) INCORP.	1,918.40
000286	09/10/2018	002332	WATTERSON, NEIL	17.39
000287	09/17/2018	001847	AIRD & BERLIS LLP	14,873.77
000288	09/17/2018	000259	COUNTY OF WELLINGTON	9,712.00
000289	09/17/2018	002335	DASAN LAW OFFICE PROFESSIONAL CORP	1,322.88
000290	09/17/2018	000446	GRAND RIVER CONSERVATION AUTH	37,327.64
000291	09/17/2018	001945	ONSERVE	2,591.66
000292	09/17/2018	000932	SENTEX COMMUNICATIONS	214.68
000293	09/17/2018	001996	SERVER CLOUD CANADA	473.47
000294	09/17/2018	001043	UPPER GRAND DISTRICT SCH BR-DC	3,134.00
000295	09/17/2018	001077	WELLINGTON CATHOLIC DIS SCH BD	634.00
000296	09/26/2018	000388	CONSEIL SCOL DE DIS CATHOLIQUE	8,420.22
000297	09/26/2018	000249	CONSEIL SCOLAIRE VIAMONDE	8,678.57
000298	09/26/2018	000259	COUNTY OF WELLINGTON	3593,739.04
000299	09/26/2018	002277	UPPER GRAND DISTRICT SCH BRD	1231,699.45
000300	09/26/2018	001077	WELLINGTON CATHOLIC DIS SCH BD	266,794.94
000301	09/26/2018	000030	ABELL PEST CONTROL INC.	70.79
000302	09/26/2018	002076	AYR TURF & TRAC LTD.	7.12
000303	09/26/2018	000113	BATTLEFIELD EQUIPMENT-ONTARIO	105.61
000304	09/26/2018	001781	BERNARDI HUMAN RESOURCE LAW LLP	213.57
000305	09/26/2018	000148	BOUCHER & JONES INC.	4,997.16
000306	09/26/2018	000219	CEDAR SIGNS	104.14
000307	09/26/2018	000263	COX CONSTRUCTION LIMITED	83,785.22
000308	09/26/2018	000375	FILION WAKELY THORUP ANGELETTI	211.88
000309	09/26/2018	002314	FORMOST MEDIA ONE	949.83
000310	09/26/2018	000476	HARDEN ENVIRONMENTAL SERVICES	2,474.41
000311	09/26/2018	002120	LANDSCAPE PLANNING LIMITED	19,746.75
000312	09/26/2018	001076	THE WELLINGTON ADVERTISER	2,942.52

# Accounts Payable

TD Canada Trust-DD Cheque Register By Date

09/01/2018 thru 09/30/2018

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000313	09/26/2018	001068	WASTE CONNECTIONS OF CANADA INC.	556.37
000314	09/26/2018	001116	WYCKOMAR INC	341.37
Cheque Register Total -				<u>5,645,376.24</u>



## **REPORT ADM-2019-004**

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TO: Mayor and Members of Council

FROM: Nina Lecic, Deputy Clerk

MEETING DATE: February 6, 2019

SUBJECT: Council Disclosures of Pecuniary Interest  
File: C13

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### **RECOMMENDATIONS**

**THAT Staff Report ADM-2018-004 regarding the Council Disclosures of Pecuniary Interest be received for information.**

#### Background

Effective March 1, 2019, the *Municipal Conflict of Interest Act* (Act) will be amended to require Council members who have a potential pecuniary interest to file a written Statement of Disclosure with the Township Clerk.

Council members who may have a pecuniary interest are required to file a Written Statement of Disclosure on the appropriate form with the Township Clerk at the meeting.

#### Purpose

The purpose of this report is to provide Council with information on the process with respect to the written disclosures of pecuniary interest. This process will be implemented effective the February 20, 2019 Council Meeting.

A Council member declaring a pecuniary interest shall:

1. Print off the appropriate form (Written Statement of Disclosure of Pecuniary Interest) prior to the meeting. The form can be accessed in the Councillor drive and copies of the form will be available in each council member's desk drawer.
2. Complete the form in its entirety, date, and sign it.
3. Read it out at the appropriate time.
4. Provide the completed form to the Clerk who will ensure that the Index of Disclosures is updated on the Township website as per Subsection 6.1(1) and 6.1(2) of the Act.

### **Financial Implications**

There are no financial implications associated with this report.

### **Applicable Legislation and Requirements**

*Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*

### **Attachments**

Written Statement of Disclosure of Pecuniary Interest



**Written Statement of  
Disclosure of Pecuniary Interest**  
*(Municipal Conflict of Interest Act (s. 5.1, 6.1(1, 2))*

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This form is used to file a written statement of pecuniary interest and its general nature with the Township Clerk as required by Section 5.1 of the *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50.

I, Mayor / Councillor \_\_\_\_\_, hereby declare a  
potential pecuniary interest on:  
(Name)

Council Meeting Date: \_\_\_\_\_

Item Number: \_\_\_\_\_

Item Title: \_\_\_\_\_  
\_\_\_\_\_

General nature of the pecuniary interest:

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Date: \_\_\_\_\_

Mayor / Councillor Name: \_\_\_\_\_

Mayor / Councillor Signature: \_\_\_\_\_

This form will become part of the Township of Puslinch registry of disclosures and will be made publically available in accordance with subsection 6.1(1) and 6.1(2) of the *Municipal Conflict of Interest Act*.



## **REPORT ADM-2019-005**

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TO: Mayor and Members of Council

FROM: Karen Landry, CAO/Clerk

MEETING DATE: February 6, 2019

SUBJECT: 2018 Annual Water Report – Drinking Water System Number 260021034  
File: E13PUS

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### **RECOMMENDATION**

**That Report ADM-2019-005 regarding the 2018 Annual Water Report – Drinking Water System Number 260021034 be received; and**

**That the 2018 Annual Water Report be submitted to the Ministry and the applicable agencies as outlined in Report ADM-2019-005.**

### **DISCUSSION**

The Township completes, in accordance with Ontario Regulation 170/03, an annual report for Drinking Water System Number 260021034. A copy of 2018 Annual Report is attached as Schedule A.

#### Notification and Posting

The Annual Drinking Water System Report is submitted to:

Ministry of Environment & Climate Change  
Ontario Government Building  
4<sup>th</sup> Floor  
1 Stone Road West  
Guelph, ON N1G 4Y2  
Fax: 519-826-4286  
Email: [caterina.luberti@ontario.ca](mailto:caterina.luberti@ontario.ca)

Ministry of Environment & Climate Change  
Suite 200  
6733 Mississauga Road  
Mississauga, ON L5N 6J5



Email: [tina.patel@ontario.ca](mailto:tina.patel@ontario.ca)  
[colleen.watts@ontario.ca](mailto:colleen.watts@ontario.ca)

Wellington Dufferin Guelph Public Health  
160 Chancellors Way  
Guelph, ON N1G 0E1  
Fax: 519-836-7215

The Whistle Stop Co-operative Pre-School Inc.  
23 Brock Road South  
RR #3  
Guelph, ON N1H 6H9

Attention: Sandra Gunson

The Annual Drinking Water System Report is posted on the:

- Township's website
- Township Office Bulletin Board
- Puslinch Community Centre Bulletin Board and Black Binder
- Library Bulletin Board
- Concession Booth

#### **FINANCIAL IMPLICATIONS**

None

#### **APPLICABLE LEGISLATION AND REQUIREMENTS**

Ontario Regulation 170/03 – Ontario Water Resources Act

#### **ATTACHMENTS**

2018 Drinking Water System Number 260021034 Annual Report



**OPTIONAL ANNUAL REPORT TEMPLATE**

<b>Drinking-Water System Number:</b>	260021034
<b>Drinking-Water System Name:</b>	Puslinch Community Centre
<b>Drinking-Water System Owner:</b>	Township of Puslinch
<b>Drinking-Water System Category:</b>	SMNR – Small Municipal Non-
<b>Residential Period being reported:</b>	January 1, 2018 to December 31, 2018

<p><b><u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u></b></p> <p>Does your Drinking-Water System serve more than 10,000 people? Yes [ ] No [ ]</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes [ ] No [ ]</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	<p><b><u>Complete for all other Categories.</u></b></p> <p>Number of Designated Facilities served:  <div style="border: 1px solid black; display: inline-block; padding: 2px 10px;">1</div></p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve?          Yes [ X ] No [ ]</p> <p>Number of Interested Authorities you report to:  <div style="border: 1px solid black; display: inline-block; padding: 2px 10px;">3</div></p> <p>(Puslinch Community Centre, Library and Whistlestop Preschool)</p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?          Yes [ X ] No [ ]</p>
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**Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report**

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
Puslinch Community Centre, Whistlestop Preschool, Library, Concession Booth	260021034



**Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?**

Yes [ X ] No [ ]

**Indicate how you notified system users that your annual report is available, and is free of charge.**

- Public access/notice via the web**
- Public access/notice via Government Office**
- Public access/notice via a newspaper**
- Public access/notice via Public Request**
- Public access/notice via a Public Library**
- Public access/notice via other method**

**Describe your Drinking-Water System**

**There is a UV System in the Puslinch Branch Wellington County Public Library, as well as a UV System in the Concession Booth. There is a Softener and UV System in Puslinch Community Centre that serves the Whistlestop Preschool and The Ontario Early Years Pre-School Group.**

**List all water treatment chemicals used over this reporting period**

N/A

**Were any significant expenses incurred to? N/A**

- Install required equipment**
- Repair required equipment**
- Replace required equipment**

**Please provide a brief description and a breakdown of monetary expenses incurred**

**Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre**

<b>Incident Date</b>	<b>Parameter</b>	<b>Result</b>	<b>Unit of Measure</b>	<b>Corrective Action</b>	<b>Corrective Action Date</b>
n/a					



**Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.**

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
Raw	12	0	0	0	0
Treated	104	0	0	104	<10 - >2000
Distribution	N/A				

**Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.**

	Number of Grab Samples	Range of Results (min #)-(max #)	Unit of Measure	<i>NOTE: For continuous monitors use 8760 as the number of samples.</i>
Turbidity	0			
Chlorine	0			
Fluoride (If the DWS provides fluoridation)	0			

**Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.**

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
N/A				

**Summary of Inorganic parameters tested during this reporting period or the most recent sample results**

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	Oct. 16/17	0.02	ug/L	
Arsenic	Oct. 16/17	.2	ug/L	
Barium	Oct. 16/17	84.3	ug/L	
Boron	Oct. 16/17	21	ug/L	
Cadmium	Oct. 16/17	0.003	ug/L	
Chromium	Oct. 16/17	.12	ug/L	
*Lead	Oct. 29/18	3.92/0.79	ug/L	
Mercury	Oct. 16/17	0.01	ug/L	
Selenium	Oct. 16/17	.04	ug/L	
Sodium	Oct. 16/17	.60/.73	mg/L	
Uranium	Oct. 16/17	0.147	ug/L	
Fluoride	Oct. 16/17	0.56	mg/L	
Nitrite	Oct. 9/18	0.003	mg/L	
Nitrate	Oct. 9/18	0.006	mg/L	



\*only for drinking water systems testing under Schedule 15.2; this includes large municipal non-residential systems, small municipal non-residential systems, non-municipal seasonal residential systems, large non-municipal non-residential systems, and small non-municipal non-residential systems

**Summary of lead testing under Schedule 15.1 during this reporting period**

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min#) – (max #)	Unit of Measure	Number of Exceedances
<b>Plumbing</b>				
<b>Distribution</b>				

**Summary of Organic parameters sampled during this reporting period or the most recent sample results**

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
<b>Alachlor</b>	Oct. 16/17	0.02	ug/L	
Atrazine	Oct. 16/17	.01	ug/L	
<b>Atrazine + N-dealkylated metabolites</b>	Oct. 16/17	0.01	ug/L	
<b>Azinphos-methyl</b>	Oct. 16/17	0.05	ug/L	
<b>Benzene</b>	Oct. 16/17	0.32	ug/L	
<b>Benzo(a)pyrene</b>	Oct. 16/17	0.004	ug/L	
<b>Bromoxynil</b>	Oct. 16/17	0.33	ug/L	
<b>Carbaryl</b>	Oct. 16/17	0.05	ug/L	
<b>Carbofuran</b>	Oct. 16/17	0.01	ug/L	
<b>Carbon Tetrachloride</b>	Oct. 16/17	0.16	ug/L	
<b>Chlorpyrifos</b>	Oct. 16/17	0.02	ug/L	
Desethyl Atrazine	Oct. 16/17	.01	ug/L	
<b>Diazinon</b>	Oct. 16/17	0.02	ug/L	
<b>Dicamba</b>	Oct. 16/17	0.20	ug/L	
<b>1,2-Dichlorobenzene</b>	Oct. 16/17	0.41	ug/L	
<b>1,4-Dichlorobenzene</b>	Oct. 16/17	0.36	ug/L	
<b>Dichlorodiphenyltrichloroethane (DDT) + metabolites</b>	Oct. 16/17	0.01	ug/L	
<b>1,2-Dichloroethane</b>	Oct. 16/17	0.35	ug/L	
<b>1,1-Dichloroethylene (vinylidene chloride)</b>	Oct. 16/17	0.33	ug/L	
<b>Dichloromethane</b>	Oct. 16/17	0.35	ug/L	
<b>2-4 Dichlorophenol</b>	Oct. 16/17	0.15	ug/L	
<b>2,4-Dichlorophenoxy acetic acid (2,4-D)</b>	Oct. 16/17	0.19	ug/L	
<b>Diclofop-methyl</b>	Oct. 16/17	0.40	ug/L	
<b>Dimethoate</b>	Oct. 16/17	0.03	ug/L	



Diquat	Oct. 16/17	1	ug/L	
Diuron	Oct. 16/17	0.03	ug/L	
Glyphosate	Oct. 16/17	1	ug/L	
Epoxide	Oct. 16/17	0.01	ug/L	
	Oct. 16/17	0.01	ug/L	
Malathion	Oct. 16/17	0.02	ug/L	
MCPA	Oct. 16/17	0.00012	ug/L	
Metolachlor	Oct. 16/17	0.01	ug/L	
Metribuzin	Oct. 16/17	0.02	ug/L	
Monochlorobenzene	Oct. 16/17	0.30	ug/L	
Paraquat	Oct. 16/17	1	ug/L	
Pentachlorophenol	Oct. 16/17	0.15	ug/L	
Phorate	Oct. 16/17	0.01	ug/L	
Picloram	Oct. 16/17	1	ug/L	
Polychlorinated Biphenyls(PCB)	Oct. 16/17	0.04	ug/L	
Prometryne	Oct. 16/17	0.03	ug/L	
Simazine	Oct. 16/17	0.01	ug/L	
Terbufos	Oct. 16/17	0.01	ug/L	
Tetrachloroethylene	Oct. 16/17	0.35	ug/L	
2,3,4,6-Tetrachlorophenol	Oct. 16/17	0.20	ug/L	
Triallate	Oct. 16/17	0.01	ug/L	
Trichloroethylene	Oct. 16/17	0.44	ug/L	
2,4,6-Trichlorophenol	Oct. 16/17	0.25	ug/L	
Trifluralin	Oct. 16/17	0.02	ug/L	
Vinyl Chloride	Oct. 16/17	0.17	ug/L	

**List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.**

Parameter	Result Value	Unit of Measure	Date of Sample

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NUMBER 009-2019**

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its Regular meeting held on February 6, 2019.

**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 Regular meeting held on February 6, 2019 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 6<sup>th</sup> DAY OF FEBRUARY 2019.**

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James Seeley, Mayor

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Karen Landry, C.A.O./Clerk