



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JULY 15, 2020 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

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A G E N D A ADDENDUM

Addendum:

6.7 2020 MNRF Rabies Control Operations Notification – addition of Proposed Rabies Control Operations 2020 Map

6.18 Letter from Ted Arnott MPP regarding Puslinch Council Resolution 2020-166 - TAPMO Executive Meeting Minutes dated May 28, 2020.

7.2 Written delegation from Stephen May, Lands Manager – West, CBM Aggregates regarding item 15. Notice of Motion.

DATE: Wednesday July 15, 2020

CLOSED MEETING: Immediately following Section 12 – By-laws

REGULAR MEETING: 2:00 P.M.

≠ Denotes resolution prepared

1. **Call the Meeting to Order**
2. **Roll Call**
3. **Moment of Reflection**
4. **Confirmation of the Agenda ≠**
5. **Disclosure of Pecuniary Interest & the General Nature Thereof**



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6. Consent Agenda ≠

- 6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings:
 - 6.1.1 June 17, 2020 Electronic Participation Council Meeting Minutes
 - 6.1.2 January 20, 2020 Heritage Committee Meeting Minutes
- 6.2 Monthly Monitoring Report Mill Creek Pit, License #5738
- 6.3 Town of Bracebridge Resolution - Establish Municipal Financial Assistance Program
- 6.4 Township of Eanturel Resolution Request to review the Farm Property Class Tax Rate Program
- 6.5 Ministry of Transportation correspondence - North Halton Commercial Vehicle Inspection Facility
- 6.6 Wellington - Waterloo Community Futures Fact Sheet 2019-2020
- 6.7 2020 MNRF Rabies Control Operations Notification- addition of Proposed Rabies Control Operations 2020 Map
- 6.8 Letter from the Honourable Steve Clark Minister of Municipal Affairs and Housing
- 6.9 Grey County Resolution - Letter to Premier Ford - Broadband Access
- 6.10 Chatham-Kent Resolution - Long term Care Letter of support for funding and commission June 11 2020
- 6.11 Town of Renfrew Resolution - Employment and Small Business impacted by COVID-19
- 6.12 West Elgin Resolution - Broadband Infrastructure Improvements
- 6.13 West Elgin Resolution - Universal Basic Income
- 6.14 Chatham-Kent Resolution - Support Letter for Alzheimer Society et al June 11 2020
- 6.15 Town of Kingsville Resolution - Rent Assistance Program
- 6.16 City of Belleville Resolution - Farm Property Class Tax Rate
- 6.17 Ministry of Municipal Affairs and Housing - COVID-19 Economic Recovery Act - 8 July 2020
- 6.18 Letter from Ted Arnott MPP regarding Puslinch Council Resolution 2020-166 - TAPMO Executive Meeting Minutes dated May 28, 2020.

7. Delegations

- 7.1 Written delegation from Ashley McPhee with respect to safety concerns on Lake Road ≠
- 7.2 Written delegation from Stephen May, Lands Manager – West, CBM Aggregates regarding item 15. Notice of Motion ≠

8. Public Meetings



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8.1 August 12, 2020 Public Meeting held by electronic participation at 7:00pm

Course – Garden Suite Application - 7677 Wellington Rd. #36

THE PURPOSE AND EFFECT of the application is to amend Township of Puslinch New Comprehensive Zoning By-law 23/2018 to rezone the lands to permit a Garden Suite.

Gallo – Zoning Amendment Application - 4010 Concession 7

THE PURPOSE AND EFFECT of the application is to amend Township of Puslinch New Comprehensive Zoning By-law 023-2018 to rezone the lands from Agricultural (A) to Agricultural Site Specific (A-) Zone to permit an agricultural service and supply establishment.

9. **Reports**

9.1 **Puslinch Fire and Rescue Services**

- 9.1.1 Report FIR-2020-001 Fire Department 2019 Annual Summary Report
≠

9.2 **Finance Department**

- 9.2.1 Report FIN-2020-024 – Ontario Regulation 284/09 – 2020 Budget≠
9.2.2 Report FIN-2020-025 Remuneration and Expense – Council and Others≠
9.2.3 Report FIN-2020-026 Treasurer’s Investment Report for 2019≠
9.2.4 Report FIN-2020-027 - 2019 Annual Building Permit Report≠
9.2.5 Report FIN-2020-028 – 2019 Lease Financing Agreement Summary Report≠
9.2.6 Report FIN-2020-029 - 2019 Commodity Price Hedging Agreements≠
9.2.7 Report FIN-2020-030 - Cancellation, Reduction or Refund of Taxes≠
9.2.8 Report FIN-2020-031 - 2020 Budget – Funding for Additional Projects≠

9.3 **Administration Department**

- 9.3.1 Report ADM-2020-023 By-law Enforcement Occurrence 2nd Quarter Update≠
9.3.2 Report ADM-2020-024 Draft Property Standards By-law≠
9.3.3 Report ADM-2020-026 - Covid 19 Update≠

9.4 **Planning and Building Department**

- 9.4.1 Report BLDG-2020-007 Building Monthly Update June 2020 ≠

9.5 **Roads and Parks Department**

- 9.5.1 None

9.6 **Recreation Department**

- 9.6.1 None



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10. **Correspondence**
 - 10.1 Wellington County Council Resolution - County Official Plan Review 2 ≠
 - 10.2 Media Release - Hospice Wellington and Rural Community Programs ≠
 - 10.3 Proposed Amendment 1 to A Place to Grow White Paper ≠
 - 10.4 Hamilton Conservation Authority Draft Management Plans for Fletcher Creek ≠
 - 10.5 Ontario's Water Quantity Management Framework (ERO number 019-1340) ≠
11. **Council reports**
 - 11.1 Mayor' Updates
 - 11.2 Council Member Reports (verbal or written updates from members who sit on boards/committees)
12. **By-laws ≠**
 - 12.1 BL2020-010 Being a By-law prescribing standards for the maintenance and occupancy of property.
13. **Closed Session – Pursuant to Section 239 of the Municipal Act, 2001 ≠**
 - 13.1 Confidential Report ADM-2020-025 from Courtenay Hoytfox, Deputy Clerk, regarding personal matters about an identifiable individual, including municipal or local board employees – 2020 Volunteer of the Year Award Nominations.
 - 13.2 Confidential Verbal Report from Glenn Schwendinger, CAO/Clerk, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
 - 13.3 Adoption and receipt of Minutes of the Previous Closed Meeting:
 - 13.3.1 June 17, 2020 Closed Meeting
14. **Business Arising from Closed Session**
15. **Notice of Motion ≠**

Councillor Sepulis's motion for which notice was given June 17, 2020 and now for discussion:

Whereas noise from the operations of the Aberfoyle Pit has been noticed to be occurring on Sundays, and late at night over the past several months;
Whereas the noise has caused a noise complaint to be made to the MNRF by a resident of Aberfoyle Mills;



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Whereas the MNRF has advised the Township that the licenses associated with this pit do not have any restrictions on hours of operation;
Be it resolved that staff be requested to obtain the hours of operation and noise level restrictions for the nearby gravel pits including those south of the 401; and
That the MNRF be requested to add hours of operations and noise levels restrictions, to the Aberfoyle Pit Site Plans similar to those of the other gravel pits.

16. **New Business**
17. **Announcements**
18. **Confirmatory By-law #**
18.1 BL2020-035 Confirm By-law – July 15, 2020
19. **Adjournment #**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
June 17, 2020 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

MINUTES

DATE: June 17, 2020

REGULAR MEETING: 2:00 P.M.

The June 17, 2020 Regular Council Meeting was held on the above date and called to order at 2:00 p.m. via electronic participation.

ROLL CALL

1. ATTENDANCE:

Councillor Sara Bailey
Councillor Matthew Bulmer
Councillor Jessica Goyda
Councillor John Sepulis
Mayor James Seeley

STAFF IN ATTENDANCE:

1. Glenn Schwendinger, CAO/Clerk
2. Mary Hasan, Director of Finance/Treasurer
3. Mike Fowler, Director of Public Works, Parks and Facilities
4. Courtenay Hoytfox, Deputy Clerk
5. Gerald Moore, Chief Building Official

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

Councillor Goyda declared a potential pecuniary interest related to items 7.1.2 Town of Oakville Letter to the Attorney General - Regarding the AGCO and patio expansion for restaurants, dated June 2, 2020 as any discussion around patio expansion could have pecuniary interest toward the business owned and operated by myself and immediate family; and 7.1.4 TAPMO Executive Meeting Minutes dated May 28, 2020 as a family member operates an Aggregate company in the Township; and 5.1 Ground Water Science Corporation Roszell Pit monitoring update dated April 30, 2020 as a family member operates an Aggregate company in the Township.

3. ADOPTION OF THE MINUTES:

(a) June 3, 2020 Electronic Participation Council Meeting

Resolution No. 2020-160:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

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

(a) June 3, 2020 Electronic Participation Council Meeting

CARRIED

4. BUSINESS ARISING OUT OF THE MINUTES:

None

5. COMMUNICATIONS:

1. Ground Water Science Corporation Roszell Pit monitoring update dated April 30, 2020.
(a) Harden Environmental review and comments with respect to Ground Water Science Corporation April 30, 2020 monitoring update.

Resolution No. 2020-161:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That Council direct staff to submit the comments prepared by Harden Environmental dated May 29, 2020 together with the recommendations made on April 2, 2020 to the Ministry of Natural Resources and Forestry.

CARRIED

Councillor Goyda declared a potential pecuniary interest related to item 5.1 Ground Water Science Corporation Roszell Pit monitoring update dated April 30, 2020 as a family member operates an Aggregate company in the Township and refrained from discussions and voting on that item.

Resolution No. 2020-162:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That Council direct staff object to all aggregate site plan amendments to the MNRF and the applicant subject to receipt of comments from Township consultants and until Township Council has the opportunity to review such comments.

CARRIED

2. Harden Environmental review and comments with respect to the Clair-Maltby Secondary Plan Review – Hydrology and Hydrogeology, dated June 9, 2020.

Resolution No. 2020-163:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council receive the Harden Environmental review and comments with respect to the Clair-Maltby Secondary Plan Review – Hydrology and Hydrogeology, dated June 9, 2020; and

That Council direct staff to forward Harden Environmental review and comments to the City of Guelph as a request for a response and resolution to the issues and comments as outlined.

CARRIED

1. Intergovernmental Affairs

1. Proposed Legislative Amendments to the Provincial Offences Act, dated June 4, 2020.
2. Town of Oakville Letter to the Attorney General - Regarding the AGCO and patio expansion for restaurants, dated June 2, 2020.
3. Letter from Minister Clark RE broadband access across Ontario, dated June 4, 2020.
4. TAPMO Executive Meeting Minutes dated May 28, 2020.

Resolution No. 2020-164:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That the Intergovernmental Affairs correspondence items 1 and 3 listed below for JUNE 17, 2020 Council meeting be received:

1. **Proposed Legislative Amendments to the Provincial Offences Act, dated June 4, 2020.**
3. **Letter from Minister Clark RE broadband access across Ontario, dated June 4, 2020.**

CARRIED

Councillor Goyda declared a potential pecuniary interest related to item 7.1.2 Town of Oakville Letter to the Attorney General - Regarding the AGCO and patio expansion for restaurants, dated June 2, 2020 as any discussion around patio expansion could have pecuniary interest toward the business owned and operated by myself and immediate family and refrained from discussions and voting on that item.

Resolution No. 2020-165:

Moved by Councillor Bulmer and
Seconded by Councillor Bailey

That the Intergovernmental Affairs correspondence items listed below for JUNE 17, 2020 Council meeting be received:

- 2. Town of Oakville Letter to the Attorney General - Regarding the AGCO and patio expansion for restaurants, dated June 2, 2020.**

CARRIED

Councillor Goyda declared a potential pecuniary interest related to item 7.1.4 TAPMO Executive Meeting Minutes dated May 28, 2020 as a family member operates an Aggregate company in the Township and refrained from discussions and voting on that item.

- 4. TAPMO Executive Meeting Minutes dated May 28, 2020.**

Resolution No. 2020-166:

Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

That the Intergovernmental Affairs correspondence item 4 listed for JUNE 17, 2020 Council meeting be received; and

WHEREAS previous assessment methodologies for aggregate resource properties valued areas that were used for aggregate resources or gravel pits at industrial land rates on a per acre basis of the total site and such properties were formally classified and taxed as industrial lands;

WHEREAS the Council of Puslinch supports a fair and equitable assessment system for all aggregate resource properties;

WHEREAS the Municipal Property Assessment Corporation determined, with the participation only of the Ontario Sand, Stone and Gravel Association, revised criteria for assessing aggregate resource properties;

AND WHEREAS the Council of Puslinch has concerns that the revised criteria does not fairly assess the current value of the aggregate resource properties;

NOW THEREFORE BE IT RESOLVED:

(a) That the Council of Puslinch does not consider the revised criteria for assessment of aggregate resource properties as a fair method of valuation for these properties; and

(b) The Council of Puslinch believes there is a need to review the current assessment scheme for aggregate resource properties to address the inequity of property values;

(c) The Council of Puslinch hereby calls upon the Province to work with the Municipal Property Assessment Corporation to address the assessment issue so that aggregate resource properties are assessed for their industrial value; and

(d) The Council of Puslinch directs the Clerk to provide a copy of this motion to the Minister of Finance, Minister of Municipal Affairs and Housing, Minister of Natural Resources and Forestry, AMO, ROMA, and all Ontario municipalities and {the local MPP(s)}

CARRIED

7. REPORTS:

1. Finance Department

(a) Report FIN-2020-023 - Investing in Canada Infrastructure Program

Resolution No. 2020-167:

Moved by Councillor Goyda and
Seconded by Councillor Bailey

That Report FIN-2020-023 regarding the Investing in Canada Infrastructure Program: Rural and Northern Stream - Execution of Transfer Payment Agreement be received; and

That Council enact a By-law authorizing the entering into a Transfer Payment Agreement with the Minister of Agriculture, Food and Rural Affairs under the Investing in Canada Infrastructure Program: Rural and Northern Stream for the upgrade of Moyer's Bridge and reconstruction of McLean Road from County Road 34 to the McLean Road and Concession 7 intersection.

CARRIED

2. Administration Department

(a) Report ADM-2020-017 Amend 2020 Council Meeting Schedule 2

Resolution No. 2020-168:

Moved by Councillor Bulmer and
Seconded by Councillor Bailey

THAT Report ADM-2020-017 regarding Amended 2020 Council Meeting Schedule be received; and

THAT the Township of Puslinch Council approve the amended 2020 Council Meeting Schedule.

CARRIED

(b) Report ADM-2020-018 Proposed Amendments to procedural By-law

Resolution No. 2020-169:

Moved by Councillor Bailey and
Seconded by Councillor Bulmer

THAT Report ADM-2020-018 regarding the Proposed Amendments to Procedural Bylaw 59-08 be received for information; and

THAT the Township of Puslinch Council gives 3 readings to Bylaw 2020-031 being a bylaw to amend Bylaw 59-08 as presented.

CARRIED

(c) Report ADM-2020-019 Draft Entrance By-law

Resolution No. 2020-170:

Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

That Report ADM-2020-019 regarding The Township of Puslinch Draft Entrance By-law be received; and

WHEREAS Section 207 (17), of the Municipal Act, 2001 and amendments thereto, provides that the Councils of all municipalities may pass by-laws permitting and regulating the size and the mode of construction for culverts and bridges that cross any drain or water course situated on a highway, under the jurisdiction of the municipality;

AND WHEREAS it is deemed necessary and in the public interest to regulate the installation of entrance ways over ditches and water courses and ditch improvements upon any highway which forms part of the Puslinch Township Road System and to issue permits for same;

THEREFORE BE IT RESOLVED that Council enact a by-law to regulate the installation of entranceways which form part of the Puslinch Township Road System and to issue permits for same.

CARRIED

- (d) Report ADM-2020-020 Letter of Support - Enbridge Funding Application - Natural Gas Extension- North

Resolution No. 2020-171:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

THAT Report ADM-2020-020 regarding the Enbridge Funding Application - Natural Gas Service Extension be received; and

THAT the Township of Puslinch Council provides a Letter of Support to Enbridge to be included in their Funding application to the Province.

CARRIED

- (e) Report ADM-2020-021 Local Business Support - Gift Certificate Program

Resolution No. 2020-172:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

THAT Report ADM-2020-021 regarding the Gift Certificate Program to Support Local Business be received for information; and

THAT the Township of Puslinch Council directs staff to proceed with implementation of the program and that the of funds received through the program be administered by the Wellington Waterloo Community Futures; and

That Council direct staff to enter into an agreement with OSIM to initiate the Gift Certificate Program; and

That staff bring back a report regarding the potential funding options for this program.

CARRIED

- (f) Report ADM-2020-022 COVID 19 Update

Resolution No. 2020-173:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Report ADM-2020-022 entitled Covid-19 be received for information.

CARRIED

3. Planning and Building

(a) Report BLDG-2020-006 Building Monthly Update May 2020

Resolution No. 2020-174:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Report BLDG-2020-006 with respect to the Building Department Monthly Update – May 2020 be received for information.

CARRIED

(b) Report BLDG-2020-007 - Single Source Award for the Purchase of Building Permit Software

Resolution No. 2020-175:

Moved by Councillor Bulmer and
Seconded by Councillor Bailey

THAT Report BLDG-2020-007 regarding Single Source Award for the Purchase of Building Permit Software be received; and

THAT Council authorize the single source award for the purchase and implementation of Cloudpermit Building Permit Software to be funded from the Building Surplus Reserve at an annual cost of \$12,000.

CARRIED

4. Mayor's Updates

- a) Mayor Seeley gave an update on the AMO conference and the deadline to register for delegations being June 30, 2020. Council discussed the following potential delegations:
1. Ministry of Transportation - Highway 6 By-pass to be a part of the ROMA conference instead
 2. Ministry of Finance - Assessment review of MPAC methodology around aggregate industry land values
 3. Ministry of Municipal Affairs and Housing – employment lands along the 401 corridor; rural development on secondary agricultural lands on private services
 4. Ministry of Natural Resources and Forestry – impact of proposed Aggregate Resources Amendments on host municipalities
 5. Ministry of the Environment Conservation and Parks – Support for the Conservation Authorities; Water taking permits for water bottling operations
 6. Ministry of Energy, Northern Development and Mines – OEB approval of temporary connection surcharge for rural communities; promote the importance of NG expansion

8. NOTICE OF MOTION:

Whereas noise from the operations of the Aberfoyle Pit has been noticed to be occurring on Sundays, and late at night over the past several months;

Whereas the noise has caused a noise complaint to be made to the MNRF by a resident of Aberfoyle Mills;

Whereas the MNRF has advised the Township that the licenses associated with this pit do not have any restrictions on hours of operation;

Be it resolved that staff be requested to obtain the hours of operation and noise level restrictions for the nearby gravel pits including those south of the 401; and

That the MNRF be requested to add hours of operations and noise levels restrictions, to the Aberfoyle Pit Site Plans similar to those of the other gravel pits.

9. **COMMITTEE MINUTES**

- (a) None

10. **MUNICIPAL ANNOUNCEMENTS**

- (a) Councillor Sepulis gave an update on a meeting that took place with Hon. Ted Arnott, High-speed internet committee representative Glen James, Councillor Sepulis and Mayor Seeley.
- (b) Councillor Sepulis asked the CAO for an update on the progress with the consultant Clear Cable. There was a meeting with the University of Guelph and Clear Cable to initiate research into this project.
- (c) Councillor Bailey gave an update on behalf of Safe Communities Wellington. Asked to display an awareness message for injury prevention day on the Township digital sign. July 6th is injury prevention week.

11. **UNFINISHED BUSINESS**

12. **BY-LAWS**

- a) BL2020-031 Amendment to Procedure By-law
- b) BL2020-032 Entrance Permit By-law
- c) BL2020-033 Authorize Entering into a Transfer Payment Agreement - Investing in Canada Infrastructure Program

Resolution No. 2020-176:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

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

- a) **BL2020-031 Being a By-law to amend the Township's Procedural By-law**
- b) **BL2020-032 Being a By-law to regulate the installation, construction, alteration or change in the use of any private entranceway that permits access to a Township road allowance**
- c) **BL2020-033 Being a by-law to authorize the entering into a Transfer Payment Agreement with the Minister of Agriculture, Food and Rural Affairs under the Investing in Canada Infrastructure Program: Rural and Northern Stream for the upgrade of Moyer's Bridge and reconstruction of McLean Road from County Road 34 to the McLean Road and Concession 7 intersection.**

CARRIED

13. **CLOSED MEETING**

Council was in closed session from 4:15 p.m. to 5:01 p.m.

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

Resolution No. 2020-177:

Moved by Councillor Sepulis and

Seconded by Councillor Goyda

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

- a) Confidential verbal report from Glenn Schwendinger, CAO/Clerk, regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Tennis Club Cost Sharing Agreement.**
- b) Adoption and Receipt of Minutes of the Previous Closed Meeting:**
 - i. June 3, 2020 Closed Meeting**

CARRIED

Resolution No. 2020-178:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Council moves into open session.

CARRIED

Council resumed into open session at 5:01 p.m.

Resolution No. 2020-179:

Moved by Councillor Bulmer and
Seconded by Councillor Bailey

That Council receives the:

- c) Confidential verbal report from Glenn Schwendinger, CAO/Clerk, regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Tennis Club Cost Sharing Agreement.**
- d) Adoption and Receipt of Minutes of the Previous Closed Meeting:**
 - i. June 3, 2020 Closed Meeting**

CARRIED

14. CONFIRMING BY-LAW

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

Resolution No. 2020-180:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

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

By-Law 2020-034 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 17 day of June 2020.

CARRIED

15. ADJOURNMENT:

Resolution No. 2020-181:

Moved by Councillor Bulmer and
Seconded by Councillor Goyda



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
June 17, 2020 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

That Council hereby adjourns at 5:02 p.m.

CARRIED

James Seeley, Mayor

Glenn Schwendinger, CAO/Clerk

MINUTES – JANUARY 20, 2020

MEMBERS PRESENT

John Arnold - Chair
Barb Jefferson
John Levak
Mary Tivy

MEMBERS ABSENT

Councillor Matthew Bulmer

TOWNSHIP STAFF

Lynne Banks – Development & Legislative Coordinator

1. CALL TO ORDER

The meeting was called to order at 1:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None

3. OPENING REMARKS

The Chair made opening remarks noting the items on the agenda for today's meeting.

4. APPROVAL/ADOPTION OF MINUTES

October 21, 2019 Meeting

That the minutes of the Heritage Committee meeting dated October 21, 2019, be adopted.

Moved by: Mary Tivy

Seconded by: Barb Jefferson

CARRIED

5. MATTERS ARISING FROM MINUTES

5.1 Report regarding the Heritage Committee Presentation to Council (Committee's Annual Report).

- Lynne Banks advised that she was unable to find a Council report for 2019 that provided an update on 2017 and 2018.
- The Committee decided that the draft report for 2017-2018 prepared by Mary Tivy that was to be on the 2019 Council Agenda will be put on the new Township template and Lynne Banks will circulate it to the committee for their review. Once any required changes are made, it will be put on the next available Council agenda.

5.2 Properties pending review for addition to Municipal Register. – **moved to Regular Business.**

5.3 Future properties to be plaqued – Committee to make a template for future properties

- Barb Jefferson suggested that the key features that qualify a property for recognition be listed.

- John Levak asked if a template will be effective as each property has its own distinct features and suggested that the Committee keeps the current process that it has been doing to date.
- Barb Jefferson suggested that moving forward towards heritage landscapes-plaquing could be a site and not just one building and mentioned that it should be in one document.
- Mary Tivy inquired if there were any sites to be plaqued this year.
- Barb Jefferson advised that there 3 possible properties – 52 Brock Road, the Fitzgibbon property and Betty Anderson’s property.

5.4 Documenting and acknowledging Aboriginal sites and heritage in Puslinch on the Township website.

- Lynne Banks advised the committee that it would have to research which aboriginal lands are located in the Township, then a report would have to be presented to Council for approval prior to including it on the Township’s website.
- Mary Tivy advised that she will provide the information to Lynne Banks and Lynne will prepare a draft Council report for the committee’s approval.

6. Regular Business

6.1 Report regarding student work on register.

- Lynne Banks provided the committee with an overview of the heritage student’s work on the registers and will provide the committee members with a copy of the register for their review and to advise of any changes.

6.2 Summer Student position 2020.

- Lynne Banks advised the committee that the grant application has been submitted to Young Canada Works for a heritage student for summer 2020 and that Council has approved funding contingent on grant approval from YCW.

7. Other Business

7.1 Doors of Puslinch

- The Committee would like to reissue the poster this year and will work with the summer student to get posters printed by July 1st, in time for Canada Day celebrations
- It was suggested that they be numbered prints with a limited run until they are sold out.

7.2 Inquiry re Barn Demolition

- The Committee has no objections to the demolition of the barn and Lynne Banks will send an email to the owner advising of same.

7.3 100th Anniversary of the Cenotaph in June 2020.

- Barb Jefferson will speak to Councillor Bulmer and the optimist club regarding the anniversary.

7.4 2020 Ontario Heritage Conference

- Several committee members expressed an interest in attending.
- Lynne Banks will send a reminder email at the end of March regarding registration.

7.5 New signage for Historical Settlements

- Barb Jefferson noted that any new signage should be collaborative with the recreation committee.
- Recommended site would be the playing pitches in Aberfoyle and Badenoch

- Barb Jefferson advised that she will speak with the Historical Society and request that it also be put on the Recreation Committee Agenda

7.6 Update on budget item from 2019 regarding preparation of more plaques.

- Barb Jefferson advised that the plaque mold is in place and the cost will be \$125.00 for each plaque and that there are 5 plaques already and would like to have 10 more plaques prepared.

8. OTHER BUSINESS

- None

8. INFORMATION UPDATES

- None

9. NEXT MEETING

April 20, 2020 @ 1:00 p.m.

11. ADJOURNMENT

The meeting adjourned at 3:10 p.m.

Moved by: Mary Tivy

Seconded by: John Levak

CARRIED



Dufferin Aggregates
2300 Steeles Ave W, 4th Floor
Concord, ON L4K 5X6
Canada

June 10, 2020

Seana Richardson
Aggregates Technical Specialist
Ministry of Natural Resources and Forestry
Guelph District
1 Stone Road West
Guelph, Ontario
N1G 4Y2

Attention: Ms. Richardson

**Re: Monthly Monitoring Report
Mill Creek Pit, License #5738
Township of Puslinch, Wellington County**

Please find enclosed the required monitoring data for the month of May 2020 for those monitoring wells that could be measured.

Exceedances of the threshold value occurred at the OW5-84 to DP5CR pair on May 4, 13, 20 and 28, and are interpreted to be caused by a combination of the observed hydrogeological variability at this location and a beaver dam observed downstream of DP5CR.

The existing OW5-84 to DP5C early warning and threshold values do not appear to be representative of the actual conditions at replacement drive point DP5CR, and proposed revised values will be provided to the MNRF.

If you have any questions, please do not hesitate to call.

Sincerely,

Ron Van Ooteghem
Site Manager
C.c.

Township of Puslinch

Sonja Strynatka (GRCA)
Maria Topalovic (Dufferin Aggregates)
University of Guelph

Monthly Reporting
Mill Creek Aggregates Pit
May 2020

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
4-May-20	305.93	305.60	NO
13-May-20	305.93	305.60	NO
20-May-20	305.90	305.60	NO
28-May-20	305.93	305.60	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
4-May-20	305.23	305.17	NO
13-May-20	305.24	305.17	NO
20-May-20	305.21	305.17	NO
28-May-20	305.21	305.17	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
4-May-20	304.91	304.54	NO
13-May-20	304.88	304.54	NO
20-May-20	304.86	304.54	NO
28-May-20	304.87	304.54	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
4-May-20	304.16	303.69	NO
13-May-20	304.17	303.69	NO
20-May-20	304.16	303.69	NO
28-May-20	304.18	303.69	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
4-May-20	304.26	303.97	NO
13-May-20	304.26	303.97	NO
20-May-20	304.24	303.97	NO
28-May-20	304.25	303.97	NO

Date	DP5CR (mASL)	Threshold Value (mASL)	Exceedance
4-May-20	303.38	302.86	NO
13-May-20	303.38	302.86	NO
20-May-20	303.37	302.86	NO
28-May-20	303.34	302.86	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-May-20	306.48	305.93	0.55	0.11	NO
13-May-20	306.47	305.93	0.54	0.11	NO
20-May-20	306.45	305.90	0.55	0.11	NO
28-May-20	306.49	305.93	0.56	0.11	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-May-20	305.63	305.23	0.40	0.14	NO
13-May-20	305.63	305.24	0.39	0.14	NO
20-May-20	305.60	305.21	0.39	0.14	NO
28-May-20	305.64	305.21	0.43	0.14	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-May-20	306.08	304.91	1.17	0.73	NO
13-May-20	306.07	304.88	1.19	0.73	NO
20-May-20	306.05	304.86	1.19	0.73	NO
28-May-20	306.08	304.87	1.21	0.73	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-May-20	304.77	304.16	0.61	0.34	NO
13-May-20	304.73	304.17	0.56	0.34	NO
20-May-20	304.69	304.16	0.53	0.34	NO
28-May-20	304.73	304.18	0.55	0.34	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-May-20	304.88	304.26	0.62	0.17	NO
13-May-20	304.85	304.26	0.59	0.17	NO
20-May-20	304.82	304.24	0.58	0.17	NO
28-May-20	304.85	304.25	0.60	0.17	NO

Date	OW5-84 (mASL)	DP5CR (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
4-May-20	303.64	303.38	0.26	0.30	YES
13-May-20	303.63	303.38	0.25	0.30	YES
20-May-20	303.62	303.37	0.25	0.30	YES
28-May-20	303.59	303.34	0.25	0.30	YES

Note: Exceedances of the threshold value occurred at the OW5-84 to DP5CR pair on May 4, 13, 20, 28, and are interpreted to be caused by a combination of the observed hydrogeological variability at this location and a beaver dam observed downstream of DP5CR. The existing OW5-84 to DP5CR early warning and threshold values do not appear to be representative of the actual conditions at replacement drive point DP5CR, and proposed revised values will be provided to the MNRF.

Monthly Reporting
Mill Creek Aggregates Pit
May 2020

Max. Allowable as per PTTW- Main Pond		
(Imperial Gallons)		(Litres)
2,500	per minute	11,365
1,800,000	per day	8,183,000

Max. Allowable as per PTTW- Silt Pond		
(Imperial Gallons)		(Litres)
2,597	per minute	11,806
3,739,477	per day	17,000,000

Total Monthly Precipitation (mm):	45.0	Kitchener/Waterloo (Actual)
Total Monthly Normal Precipitation (mm):	82.3	Waterloo-Wellington A (30-year Normal)

Date	Below Water Table Extraction Phase 5	Below Water Table Extraction Phase 6	Water Pumped from Main Pond (gals)	Water Pumped from Active Silt Pond (gals)	Main Pond Level (mASL)	Exceedance Y/N (BELOW 305.5 mASL)	Phase 2 Pond Level (mASL)	Exceedance Y/N (BELOW 305.0 mASL)	Phase 3 Pond Level (mASL)	Exceedance Y/N (BELOW 303.85 mASL)	Phase 4 Pond Level (mASL)	Exceedance Y/N (BELOW 304.5 mASL)
1-May-20	0	0	1,677,485	0	306.85	N	306.42	N	304.97	N	306.56	N
2-May-20	-	-	-	-	-	-	-	-	-	-	-	-
3-May-20	-	-	-	-	-	-	-	-	-	-	-	-
4-May-20	0	0	1,689,584	0	306.84	N	306.42	N	304.97	N	306.55	N
5-May-20	0	0	1,685,404	0	306.85	N	306.41	N	304.96	N	306.56	N
6-May-20	0	0	1,678,145	0	306.83	N	306.41	N	304.96	N	306.56	N
7-May-20	0	0	1,688,924	0	306.83	N	306.41	N	304.95	N	306.56	N
8-May-20	0	0	1,678,365	0	306.83	N	306.40	N	304.95	N	306.55	N
9-May-20	-	-	0	-	-	-	-	-	-	-	-	-
10-May-20	-	-	0	-	-	-	-	-	-	-	-	-
11-May-20	0	0	1,772,072	0	306.82	N	306.40	N	304.94	N	306.55	N
12-May-20	0	0	1,790,770	0	306.83	N	306.40	N	304.93	N	306.54	N
13-May-20	0	0	1,764,153	0	306.82	N	306.39	N	304.93	N	306.54	N
14-May-20	0	0	1,792,969	0	306.82	N	306.37	N	304.94	N	306.54	N
15-May-20	0	0	1,686,724	0	306.82	N	306.39	N	304.93	N	306.55	N
16-May-20	-	-	-	-	-	-	-	-	-	-	-	-
17-May-20	-	-	-	-	-	-	-	-	-	-	-	-
18-May-20	-	-	-	-	-	-	-	-	-	-	-	-
19-May-20	0	0	1,697,723	764,613	306.84	N	306.41	N	304.94	N	306.55	N
20-May-20	0	0	1,708,281	1,335,433	306.83	N	306.40	N	304.94	N	306.57	N
21-May-20	0	0	1,695,083	0	306.84	N	306.40	N	304.94	N	306.56	N
22-May-20	0	0	1,686,724	152,439	306.83	N	306.40	N	304.94	N	306.57	N
23-May-20	0	0	677,285	0	306.84	N	306.40	N	304.94	N	306.56	N
24-May-20	-	-	-	-	-	-	-	-	-	-	-	-
25-May-20	0	0	1,679,685	133,521	306.84	N	306.40	N	304.93	N	306.55	N
26-May-20	0	0	1,677,266	0	306.87	N	306.41	N	304.94	N	306.57	N
27-May-20	0	0	1,613,254	133,961	306.86	N	306.41	N	304.94	N	306.57	N
28-May-20	0	0	1,661,428	409,803	306.85	N	306.40	N	304.93	N	306.54	N
29-May-20	0	0	1,668,247	0	306.86	N	306.40	N	304.93	N	306.55	N
30-May-20	0	0	681,025	0	306.85	N	306.40	N	304.93	N	306.55	N
31-May-20	-	-	-	-	-	-	-	-	-	-	-	-
Total	0	0	35,350,598	2,929,770	-	-	-	-	-	-	-	-

Note: No exceedances to report.

June 12, 2020

The Honourable Steve Clark,
Minister of Municipal Affairs and Housing
17th Floor, 777 Bay St.
Toronto, ON
M5G 2E5

Dear Minister Clark,

RE: Town of Bracebridge Resolution regarding the establishment of a Municipal Financial Assistance Program to offset the financial impact of the COVID-19 pandemic

At its meeting of June 4, 2020, the Council of the Corporation of the Town of Bracebridge ratified motion 20-TC-089, regarding the Town of Bracebridge support for the Federation of Canadian Municipalities (FCM) recommendations contained in their report titled "Protecting Vital Municipal Services", as follows:

"WHEREAS the Federation of Canadian Municipalities (FCM) issued a report titled ["Protecting Vital Municipal Services"](#) on April 23, 2020 which included recommendations to the federal government to provide financial assistance for municipalities across the country;

AND WHEREAS the Association of Municipalities of Ontario (AMO) recognizes that a collaborative federal-provincial effort is required to provide much needed financial assistance to municipalities and their May 14, 2020 letter (attached) to the Prime Minister and the Premier urges Canada and Ontario to extend their successful collaboration through financial support for municipalities;

NOW THEREFORE BE IT RESOLVED THAT the Town of Bracebridge supports the FCM recommendation and requests that both the Federal and Provincial Governments establish a municipal financial assistance program to offset the financial impact of the COVID-19 pandemic;

AND FURTHER THAT the Town of Bracebridge supports the Association of Municipalities of Ontario (AMO) in lobbying the Provincial Government for financial assistance to support Municipalities in offsetting the financial impact of the COVID-19 pandemic;

AND FURTHER THAT this resolution be forwarded to the Honorable Steve Clark, Minister, Municipal Affairs and Housing, local Member of Parliament (MP) and local Member of the Ontario Legislature (MPP), FCM, AMO and its member municipalities, and the Muskoka municipalities."

In accordance with Council's direction I am forwarding you a copy of the associated memorandum for you reference.

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

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

Yours truly,

A handwritten signature in black ink, appearing to read 'L McDonald'.

Lori McDonald
Director of Corporate Services/Clerk

Copy: Scott Aitchison, MP, Parry Sound-Muskoka
The Honourable Norm Miller, MPP, Parry Sound-Muskoka
The Federation of Canadian Municipalities
Association of Municipalities Ontario and member municipalities
Muskoka Municipalities

June 26, 2020

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

RECEIVED
JUL 03 2020
Township of Puslinch

Dear Honourable Sir,

**Re: Resolution of the Township of Mapleton
Request to Review the Farm Property Class Tax Rate Program**

Be advised the Council of the Corporation of the Township of Evanturel supported the enclosed resolution from the Township of Mapleton requesting the Province of Ontario review the current Farm Property Class Tax Rate Program (the Program); at the regular council meeting of June 24, 2020.

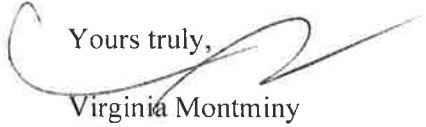
The Township of Evanturel is a small rural municipality in the District of Temiskaming, which is not compensated for the Program in the funding received from the Ontario Municipal Partnership Fund (OMPF); and therefore the 75% loss must be absorbed by the taxpayers of our Municipality. It is the understanding of Council that only two municipalities in our District receive compensation in the OMPF funding as they meet the "farmland criteria" requirement.

Find enclosed a true copy of Resolution No. 5 passed in open council June 24, 2020 authorizing support for the resolution from the Township of Mapleton.

Also find enclosed a copy of the Township of Mapleton Resolution - No. 2020-04-14.

Thank you for your attention to this issue.

Yours truly,


Virginia Montminy
Clerk
The Corporation of the
Township of Evanturel

Encl:

c.c. Ministry of Municipal Affairs and Housing
Minister of Finance
Minister of Agriculture, Food & Rural Affairs
Rural Ontario Municipal Association (ROMA)
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
Temiskaming Municipal Association (TMA)
John Vanthof – MPP – Timiskaming-Cochrane
Township of Mapleton
Township of Puslinch



Resolution of Council

June 24, 2020

Session No.
2020

5

Moved by Councillor Gravel

Seconded by Councillor Fricker

THAT the Council of the Corporation of the Township of Evanturel hereby resolves to support the Township of Mapleton in its request to the Province of Ontario to review the current Farm Property Class Tax Rate Program in rural municipalities in Ontario which has created a financial burden for residential tax class properties in those municipalities;

AND FURTHER that the resolution of support be directed to the Premier of Ontario; and forwarded to the Minister of Municipal Affairs and Housing, the Minister of Finance, the Minister of Agriculture, Food & Rural Affairs, Rural Ontario Municipal Association (ROMA), Association of Municipalities of Ontario (AMO), Federation of Northeastern Ontario Municipalities (FONOM), the Temiskaming Municipal Association (TMA) and John Vanthof – MPP Timiskaming-Cochrane.

Carried 

DIVISION VOTE

YEAS	NAME OF MEMBER OF COUNCIL	NAYS
	BARBARA BEACHEY, COUNCILLOR	
	MIKE FRICKER, COUNCILLOR	
	HENRI GRAVEL, COUNCILLOR	
	ROBBIE MACPIERSON, COUNCILLOR	
	DEREK MUNDLE, REEVE	
	TOTALS	

Declaration of Pecuniary Interest – Report to Council TWP2019-05 – Form A – Reeve Mundle _____; Councillor _____

Certified to be a true copy of Resolution No. 5 of the Corporation of the Township of Evanturel
passed in open Council on the 24th day of June, 2020.


Virginia Montminy – Clerk
Township of Evanturel



Page 2 of 2, Mapleton Resolution

Re: Prov. Review of Farm Property Class Tax Rate Programme

AND WHEREAS the province hasn't undertaken a review of this programme since it was implemented in 1998;

NOW THEREFORE the Council of the Township of Mapleton requests that:

1. The Province of Ontario undertake a review of the Farm Property Tax Class Rate Programme to determine:
 - a. The appropriateness of the cost of the Farm Property Tax Class Rate Programme falling disproportionately amongst rural residential and business property owners when the benefit of an economically competitive agricultural industry and affordable food and agricultural products is a provincial objective that should be shared amongst all taxpayers in Ontario;
 - b. The adequacy of funding being provided to rural municipalities to offset the cost of the Farm Property Tax Class Rate Programme;
 - c. The differences between the amount of property taxes paid in rural and urban municipalities and the root causes of those differences;
 - d. Economic competitiveness concerns with disproportionately higher average property taxes being paid in rural municipalities;
 - e. Other methods of delivering the farm tax rebate programme to farmland owners where the cost can be shared province-wide.

AND BE IT FURTHER RESOLVED THAT this motion be sent to Hon. Doug Ford, Premier of Ontario, Hon. Steve Clark, Minister of Municipal Affairs and Housing, Hon. Rod Phillips, Minister of Finance, Hon. Ernie Hardeman, Minister of Agriculture, Food & Rural Affairs, MPP Randy Pettapiece, Hon. Ted Arnett, all Ontario Municipalities, Rural Ontario Municipal Association (ROMA) and Association of Municipalities of Ontario (AMO).

Attached you will find the County of Wellington Committee Report dated January 16, 2020 regarding the 'Farm Property Class Tax Rate Programme' for review and consideration.

Should you have any questions or concerns, please contact the undersigned.

Sincerely

Larry Wheeler
Deputy Clerk

Attach. (1)



April 21, 2020

To: Municipalities of Ontario – by email

Re: A Resolution to Request the Province of Ontario Review the Farm Property Class Tax Rate Programme in Light of Economic Competitiveness Concerns between Rural and Urban Municipalities

Please be advised that at its March 10, 2020 meeting, the Council of the Township of Mapleton carried the following Resolution 2020-04-14:

WHEREAS the Province of Ontario implemented changes to property assessment and introduced taxation reform which came into effect in 1998;
AND WHEREAS prior to 1998 farm properties were subject to taxation at the base residential tax rate and qualified farmers applied annually to the province to be reimbursed 75% of the farm portion of the taxes paid to the local municipality;
AND WHEREAS the province changed the method of delivering farmer's rebates by creating the Farm Property Class Tax Rate Programme under the jurisdiction of the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA);
AND WHEREAS rather than apply annually and wait for property tax rebates, the delivery of the programme shifted to local municipal governments and onto the property tax system;
AND WHEREAS eligible farmland assessment values are now locally subsidized by 75% of their full current value assessment (CVA) to produce a lower weighted assessment base which is used for tax rate setting purposes;
AND WHEREAS the effect of the locally subsidized weighted assessment shifts an increased burden of tax onto all other property classes within the municipality;
AND WHEREAS these taxation reforms were originally supposed to be revenue neutral and offset by funding from the Ontario Municipal Partnership Fund (OMPF) and its predecessor the Community Reinvestment Fund (CRF);
AND WHEREAS the province has been reducing support from the Ontario Municipal Partnership Fund while the cost of the farm tax rebate programme is continuously increasing;
AND WHEREAS an economically competitive agricultural industry provides affordable food and agricultural products to all Ontarians and is a provincial objective that should be cost shared amongst all of its citizens;
AND WHEREAS the cost of this programme disproportionately falls upon property taxpayers in rural municipalities;
AND WHEREAS higher property taxes in rural municipalities is creating economic competitiveness issues between rural and urban municipalities;

(over for page two)



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Ken DeHart, County Treasurer
Date: Thursday, January 16, 2020
Subject: Farm Property Class Tax Rate Programme

Background:

The Province of Ontario implemented changes to property assessment and introduced taxation reform which came into effect in 1998. Prior to this, farm properties were subject to taxation at the base residential tax rate and farmers applied annually to the Minister of Finance to be reimbursed 75% of the farm portion of taxes paid to the local municipality.

As part of assessment reform, the Province changed the method of delivering farmer's rebates by creating the Farm Property Class Tax Rate Programme under the jurisdiction of the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA). Under the new programme, rather than apply annually and wait for property tax rebates, delivery of the programme shifted to local municipal governments and onto the property tax system. Eligible farmland assessment values are now discounted by -75% of their full current value assessment (CVA) to produce a lower weighted assessment base which is used for tax rate setting purposes. With residential tax rates being the benchmark ratio of 1.0, farmlands have been set in legislation to have a 0.25 ratio or lower. The effect of the discounted weighted assessment shifts an increased burden of tax onto all other property classes in the County by way of increasing the benchmark tax rate. Doing so has a pronounced effect on the residential sector which comprises 78% of the County's levy base. By comparison, farmland taxes comprise 7% of the total levy base.

	2019 CVA	% raw CVA	WTD CVA	% Wtd CVA	2019 Levy	% of Levy
Residential	12,584,607,345	68.02%	12,584,474,157	77.91%	77,709,877	77.91%
Multi Residential	86,932,592	0.47%	165,171,925	1.02%	1,019,946	1.02%
Farmland	4,499,862,369	24.32%	1,124,965,592	6.96%	6,946,730	6.96%
Commercial	863,761,038	4.67%	1,287,867,708	7.97%	7,952,660	7.97%
Industrial	368,081,028	1.99%	882,959,280	5.47%	5,452,326	5.47%
Pipeline	41,303,954	0.22%	92,933,897	0.58%	573,872	0.58%
Managed Forest	55,959,714	0.30%	13,989,929	0.09%	86,389	0.09%
County Total	18,500,508,040	100.00%	16,152,362,486	100.00%	99,741,800	100.00%

Challenges facing Rural Municipalities

Shifting of farmland discounted assessment onto residential taxpayers is specific to rural municipalities. Schedule A shows the difference between raw (unweighted) assessment roll values and resulting weighted assessment in Wellington County as compared to a typical urban municipality. In 2019 the residential tax class comprised 68.02% of Wellington County's assessment base, but the residential class pays 77.91% of property taxes once tax ratios are factored in. The farmland ratio of 0.25 has the effect of increasing the residential tax burden by approximately 10% across the County.

Conversely, in an urban municipality with very little farm tax class, the residential assessment base of 78.50% is reduced to 66.27% of total weighted assessment used for tax rate setting purposes. A reduction of more than 12% off the residential tax burden. This causes Wellington County economic competitiveness issues for the County's southern municipalities that border a number of urban municipal centres. Tax policy treatment greatly favours urban municipalities in Ontario.

Since the cost of providing the Farm Property Class Tax Rate Programme was downloaded by the province in 1998; provincial funds have been allocated annually to rural municipalities to offset the tax loss. This was supposed to be a revenue neutral allocation. However, each year transfer amounts from the Ontario Municipal Partnership Fund (OMPF) continue to decline. The Table below shows that a total tax levy of \$34,669,691 was necessary in order to provide the farmland tax incentive rebate benefiting 5,807 farm property owners in Wellington. The OMPF allocation county-wide in 2019 was \$7,065,800 leaving a shortfall of more than \$27 million in levy which is shifted onto every other property owner in Wellington County. This translates to \$754 per property in the County or 15.7% of total taxes for the typical homeowner. This is a significant amount of additional property tax burden that our residents continue to bear annually and which are subject to increase depending on market value of farmlands.

In essence, County residents are providing the -75% rebate instead of the Province for the Farm Property Class Tax Rate Programme, creating significant financial hardship amongst our ratepayers and limiting the County's economic competitiveness with neighbouring jurisdictions.

WELLINGTON COUNTY - 2019 FARMLAND PROPERTIES
OMPF FUNDING TO MITIGATE COST OF FARM PROPERTY CLASS TAX REBATE

Municipality	Municipal Rebates	Municipal OMPF Grant	Municipal Levy Impact	County Rebate* Distribution	Total Additional Levy Required
Puslinch	\$ 232,040	\$ 415,700	\$ (183,660)	\$ 2,846,353	\$ 2,662,693
Guelph/Eramosa	\$ 1,137,235	\$ 490,300	\$ 646,935	\$ 3,120,713	\$ 3,767,649
Erin	\$ 890,468	\$ 593,300	\$ 297,168	\$ 2,852,697	\$ 3,149,866
Centre Wellington	\$ 1,987,127	\$ 319,600	\$ 1,667,527	\$ 5,553,231	\$ 7,220,758
Mapleton	\$ 5,235,570	\$ 837,400	\$ 4,398,170	\$ 1,961,338	\$ 6,359,507
Minto	\$ 1,446,483	\$ 1,604,600	\$ (158,117)	\$ 1,153,001	\$ 994,884
Wellington North	\$ 2,900,554	\$ 1,296,800	\$ 1,603,754	\$ 1,844,780	\$ 3,448,534
Wellington County	\$ 20,840,213	\$ 1,508,100	\$ 19,332,113		
Total	\$ 34,669,691	\$ 7,065,800	\$ 27,603,891	\$ 19,332,113	\$ 27,603,891

Additional levy required to provide farm rebate after OMPF grant

Total Properties **	36,607	Tax per property	\$754
Less # of Farms	5,807		
	30,800	Excluding farms	\$896
Population	97,610	Tax per resident	\$283

* County farm rebate distribution based on local municipal levy % share

** excludes special/exempt properties

Farm Application Deadline Requirements

Another challenge faced by rural municipalities is how the farm application and deadline requirements are administered by OMAFRA (now by AgriCorp). In any given year, many farm owners do not submit their applications within the specified deadline. The result is that many bona fide farm properties end up 'flipping' out of the discounted farm class and into the full residential tax class upon the next roll return. The assessment of these farm values are no longer discounted when calculating total weighted assessment, which is used for tax rate setting purposes.

This creates two distinct ongoing problems for rural municipalities. One is that the benchmark residential tax rate is lower than it otherwise would be; and two, upon approval of the late applications by OMAFRA, municipalities must refund the -75% difference in farm taxes retroactive to January of the current or sometimes even the preceding taxation year. There is no administrative or monetary penalty for late applications. Each year Wellington County finds approximately \$20,000,000 of farmland valuation excluded from the farmland discount programme due to late applications.

This year staff identified a major anomaly with farmland assessment loss of close to \$90,000,000. Upon enquiry, it was reasoned that the extremely high change in farm CVA was due to administrative changes as programme delivery shifted from OMAFRA to AgriCorp. County staff expect that most of the outstanding farm applications will be approved and revert back to the farm tax rate during 2020. Staff have included an additional \$300,000 in estimated property tax write-offs into the 2020 budget to set aside additional funds in preparation for the County's share of potential write-offs as tabled below:

2019 FARMLAND CVA CHANGE OVER TO RESIDENTIAL RT CLASS

(Between September 25 in-year growth and final November 2019 growth)

Possible write-off amounts IF all properties revert back to AGRICORP approved FTIP

	PUSLINCH	GET	ERIN	CTR WELL	MPLTN	MINTO	WN	COUNTY
Est Prop Count	-20	-24	-26	-18	-22	-19	-28	-157
Farm CVA Loss	8,500,000	17,500,000	13,000,000	10,000,000	19,000,000	5,000,000	16,500,000	89,500,000
Res Tax Rate	0.00167135	0.00260652	0.00295749	0.00321969	0.00476387	0.00544891	0.00481749	0.00617506
Res Taxes	14,206	45,614	38,447	32,197	90,514	27,245	79,489	552,668
Farm Tax Rate	0.00041784	0.00065163	0.00073938	0.00080492	0.00119097	0.00136223	0.00120437	0.00154376
Farm Taxes	3,552	11,404	9,612	8,049	22,628	6,811	19,872	138,167
Potential w/o *	(\$10,655)	(\$34,211)	(\$28,835)	(\$24,148)	(\$67,885)	(\$20,433)	(\$59,616)	(\$414,501)
								Grand Total* (\$660,285)

* excludes Education Tax Component

Farmland Property Assessment Valuation

The Municipal Property Assessment Corporation (MPAC) is responsible for placing current market value assessment (CVA) on all properties in Ontario. The most recent province-wide reassessment updating the base year to January 1, 2016 was returned for the 2017 tax year. As mandated by the Province, any assessment increases are phased-in over a 4-year cycle. MPAC reported the average farmland increase province-wide was 64% and residential CVA increased by 18%. By comparison, Wellington County CVA has increased by 68% and 13% respectively.

In the 2016 Assessment Update Summary, MPAC reports they have strengthened the accuracy and equity of farm valuations by improved sales verification processes of bona fide farmer-to-farmer sales along with undertaking a comprehensive review of vacant farmland sales as far back as January 2008. They report that upward trends continue to increase provincially as demand for farmland outweighs the supply and non-agricultural buyers continue to purchase farmlands creating competition. Agri-Food Canada reported the net worth of an average farm was expected to reach \$2.8 million in 2017.

Staff conducted a preliminary review of open market farm sales in Wellington County during 2018 and 2019. The data reveals that the current 2016 base year CVA of farm properties sold continue to be under-assessed by 27.43%. Sale prices ranged from \$26,000 to \$4,200,000.

Wellington County	2019 Farm Sales	2018 Farm Sales	Total Sales
Number of valid farm sales	97	108	205
Total CVA of farm sales	90,515,500	89,366,400	179,881,900
Combined sale prices	130,333,790	117,533,356	247,867,146
Difference sales to assessment	39,818,290	28,166,956	67,985,246
As a percentage	30.55%	23.97%	27.43%

* source MPAC Municipal Connect

Assessment Act Considerations

Current value assessment is defined as “the amount of money the fee simple, if unencumbered, would realize if sold at arm’s length by a willing seller to a willing buyer.” For farm properties, the province has clearly indicated that farm properties are to be treated different from the concept of current value. Section 19(5) of the Assessment Act requires that current value of the land and buildings should only be used when sales are for farm-purposes only and reflect the productivity of the land for farming purposes.

MPAC assessment methods must only consider farmer-to-farmer sales. In this case, the Assessment Act requires MPAC to exclude any sales to persons whose principal occupation is other than farming. This has the effect of excluding any other type of buyer and highest and best-use considerations from current value assessment.

From a land productivity perspective, land classes are adjusted for their productivity. For example, Class 1 farmlands are the most productive for crops, while on the other end of the scale, Class 6 is for swamp and scrublands that are the least productive. Lands in Wellington County and in particular, the southern portion of the County sell for far more per acre than what farms are assessed at for farm purposes. Analysis undertaken with regard to current assessment appeals shows that the best lands (Class 1) are currently being assessed in the \$14,000 to \$16,000 per acre range for farms. Sales of larger land holdings are selling in the range of \$20,000 to \$25,000 per acre range.

The intent of Section 19(5) of the Assessment Act is to limit and protect farm property from current value considerations outside of farming. This means that generally speaking, farms are naturally under-assessed from general market considerations – providing favourable assessments to the farming community in comparison to true market value.

Other Assessment Considerations

- Farm owners who reside on the property do pay a residential tax component for their home plus one acre of land at the farmland rate. However, the valuation is based on a replacement cost method that produces a much lower value (\$223,125) than non-farm residences (\$424,187) as shown here on the average (County) property value and tax comparison.

Average 2019 Farm and Residential Value and Taxes

2019 farm house CVA	223,125	2019 Average Residential Property CVA	\$424,187
2019 Farmland CVA	901,900		
Average 2019 total farm CVA	\$1,125,025		
2019 farm house taxes	\$2,526		
2019 farmland taxes	\$2,553		
2019 total farm taxes	\$5,079	2019 Average residential taxes	\$4,803

- As seen above, while the average farm value is assessed at over 2.6x the value of the average residential property, overall taxes are comparable.
- According to MPAC's 2019 Market Change Profile report, of the 6,465 properties classified as farms, 1,892 are owned and/or occupied by non-farmers. Although the property owners are not engaged in farm activity or business, their properties are valued as if they are. These non-farmers benefit from lower residential structure values and lower land values, which translate to lower taxes simply by nature of leasing their land to a bona fide local farmer. This treatment can be perceived as rather unfair to typical residential property owners in Wellington County.
- Many owners of farmland also enjoy other property tax discounts if they are eligible to enter into either the Managed Forest Tax Incentive Programme (0.25 ratio) or the Conservation Land Programme which is fully exempt from property taxes.
- In order to receive the farm class tax discount, the owner must have a Farm License and be in the business of farming. Municipal taxes paid are then able to be written off as a business expense on annual income tax returns. Whereas residential property owners are not able to do so.

Impacts of Assessment Increases on the Farming Community

Being predominantly a rural community with strong roots planted in farm trades, Wellington County farmers observed significant increases in their farmland valuation. It is acknowledged that farmland values have increased significantly in the County of Wellington. In the 2012 base year valuation, farmland made up 19.8% of the County's assessment base and 5.4% of the taxable assessment base. For the 2016 base year valuation, farmland now makes up 25.1% of the Wellington County assessment base and 7.2% of the taxable assessment base.

Recently, groups such as the Christian Farmers Federation of Ontario (see correspondence received on this agenda) and the Ontario Federation of Agriculture began approaching local Councils to lower the farmland ratio below 0.25 in order to help offset property tax increases. Their efforts have been successful in some municipalities. Schedule B lists the municipalities that have implemented farmland ratio reductions in Ontario as reported to BMA Consultants in the 2019 Municipal Study Report.

When reviewing the list of municipalities on Schedule B, the majority of those municipalities have very little farmland valuation. Many of the urban municipalities that have granted farm ratio reductions have a much higher commercial and industrial base and farmland makes up a much lower percentage of their assessment base than Wellington County.

Many of the other Counties and rural municipalities that have granted ratio reductions (Brant, Chatham-Kent, Dufferin, Grey, Lambton and Oxford) are located further away from the GTA. These municipalities generally have lower residential assessment values and are not competing with GTA municipalities for business to the same extent as Wellington County.

Property Taxes as a Percentage of Income

- OMAFRA reported that in 2018, Wellington County farmers generated \$804,000,000 of revenue at the farm gate. The table below shows farm property taxes as a percentage of farm income to be 1.49%. Average household income in Wellington County for the same period was \$118,474. Average property tax as a percentage of residential income was significantly higher at 4.02%.

Average Farm and Residential Assessment and Taxation	2018
County average residential value	409,368
Total average property taxes *	4,764
Average income	118,474
Portion of residential income devoted to property taxes	4.02%
 Total farm taxes paid in Wellington County *	 11,971,488
County farmers income **	804,000,000
Portion of farm income devoted to property taxes	1.49%

* total taxes include County, local and Education

Closing Comments

Farmland values have been increasing significantly in the County of Wellington, much like other areas of the province. However, there does not appear to be an imbalance in the level of property tax burden shared by the local farming community in comparison to the average residential taxpayer in Wellington County. Under current legislation, farmland benefits from favourable property tax and assessment treatment.

The County's current assessment base cannot bear a further shift from farmland taxes onto other property types and maintain its economic competitiveness. Wellington County does not have a comparable commercial and industrial assessment base to neighbouring urban municipalities that would support such a shift without significantly burdening our residential and business class owners. Provincial grants such as the Ontario Municipal Partnership Fund, which were originally setup to compensate rural municipalities for the loss in farm taxes has been declining, leaving Wellington County taxpayers to support the industry without adequate province-wide cost sharing.

Wellington County is supportive of its local farming community. We recognize the importance of the agricultural industry on the County and in the Province of Ontario. Wellington supports the farming communities' interests in remaining economically competitive. The County is supportive of returning

the responsibility of funding the farm property class tax rebate programme back to the Province where it could be shared province-wide. Residents in urban municipalities, while retaining the benefits of cheap food and agricultural products, are not contributing financially to the economic competitiveness of the industry.

Recommendation:

That the Farm Property Class Tax Rate Programme report be received for information; and

That Wellington County support agricultural industry efforts in lobbying the Province to provide adequate funding to rural municipalities; and

That County Council pass a resolution in support of returning the responsibility of administering the Farm Property Class Tax Rate Programme back to the Province.

Respectfully submitted,

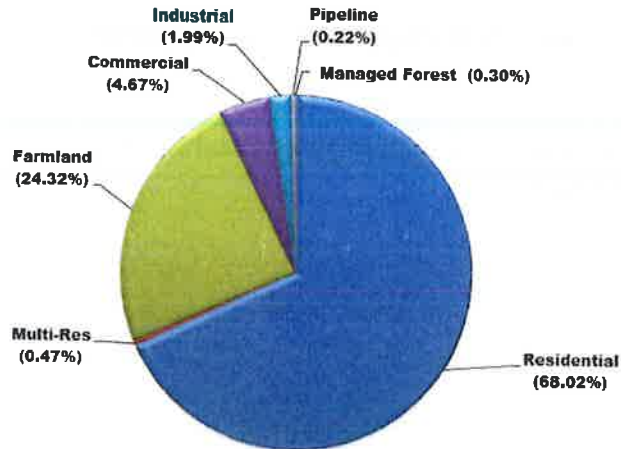


Ken DeHart, CPA, CGA
County Treasurer

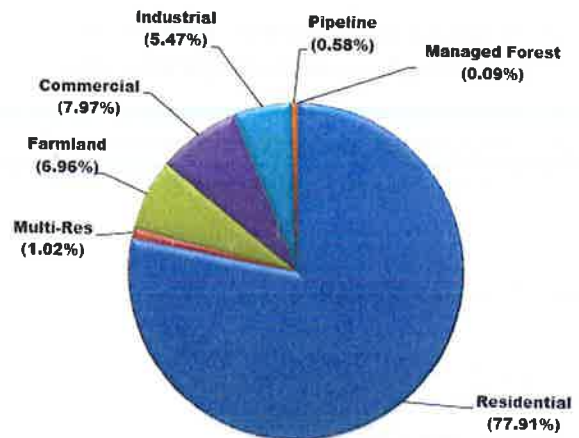
SCHEDULE A

Farm Property Class Tax Rate Programme

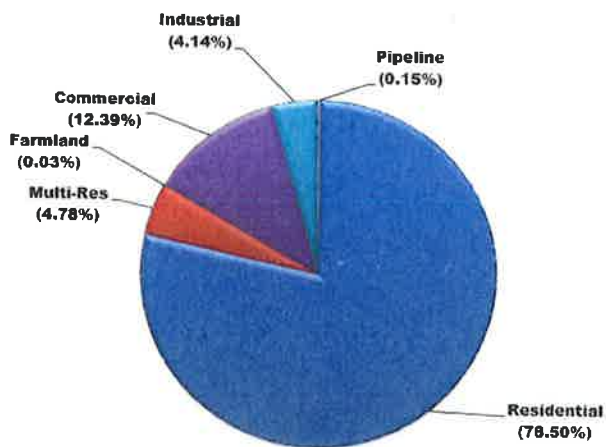
Unweighted Assessment by Property Tax Class 2019
(Share of Property Value - Wellington - Rural)



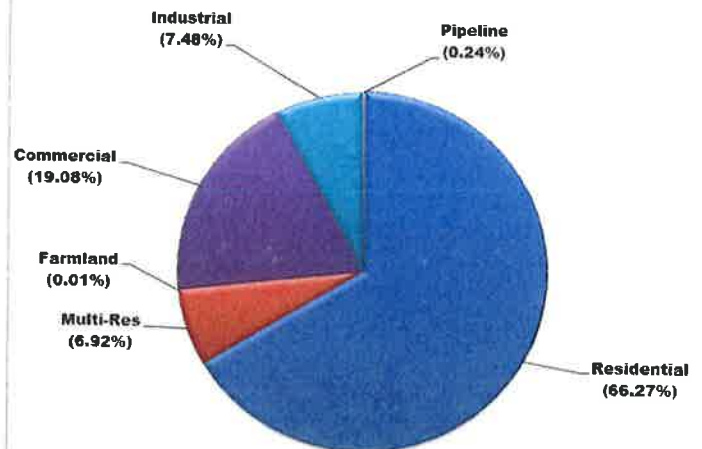
Weighted Assessment by Property Tax Class 2019
(Share of Property Taxes - Wellington - Rural)



Unweighted Assessment by Property Tax Class 2019
(Share of Property Value - Urban)



Weighted Assessment by Property Tax Class 2019
(Share of Property Taxes - Urban)



SCHEDULE B

Farm Property Class Tax Rate Programme

Municipalities with Farmland Ratio Reductions Implemented - 2019

Municipality *	Ratio	Farmland CVA **
Brant County	0.2400	1,319,886,818
Caledon	0.1708	998,099,123
Chathan-Kent	0.2200	5,281,633,220
Dufferin County	0.2300	1,174,945,084
Durham Region	0.2000	2,416,491,305
Greater Sudbury	0.2000	30,618,833
Grey County	0.2400	2,659,127,624
Halton Region	0.2000	971,078,709
Hamilton	0.1767	1,390,781,027
Kingston	0.2125	81,575,403
Lambton County	0.2260	4,794,630,528
London	0.1028	425,488,846
North Bay	0.1500	605,465
Ottawa	0.2000	1,561,813,865
Oxford County	0.2350	5,665,102,027
Prince Edward County	0.2319	401,646,726
Sarnia	0.2260	181,579,114
Average Ratio & CVA	0.2036	1,726,770,807
Wellington County	0.2500	4,464,961,956

* 2019 BMA Study Report - participating municipalities

** from MPAC Provincial Market Change Profile Report

Ministry of Transportation

Highway Engineering -
Peel / Halton
Central Region

4th Floor,
159 Sir William Hearst Avenue
Toronto ON M3M 0B7
Telephone: (416) 235-4876
Facsimile: (416) 235-3576

Ministère des Transports

Génie Routier -
Peel / Halton
Région du Centre

4^e étage,
159, avenue Sir William Hearst
Toronto ON M3M 0B7
Téléphone: (416) 235-4876
Télécopieur: (416) 235-3576



RECEIVED

JUL 15 2020

Township of Puslinch

June 24, 2020
File 165001028

Ms. Glen Schwendinger
CAO/Clerk
Township of Puslinch
7404 Wellington Road 34
Puslinch ON N0B 2J0

Dear Sir:

**Reference: North Halton Commercial Vehicle Inspection Facility (W.O. 15-20002)
Preliminary Design and Class Environmental Assessment Study
Notice of Study Deferral**

Stantec Consulting Ltd. was retained by the Ontario Ministry of Transportation (MTO) to undertake a Preliminary Design and Class Environmental Assessment (Class EA) Study for the relocation of the Truck Inspection Stations (TIS) located on the eastbound (referred to as south) and westbound (referred to as north) along Highway 401 in the Town of Milton, Region of Halton. This study followed the approved environmental planning process for the "Group B" project under the *Class Environmental Assessment (EA) for Provincial Transportation Facilities (2000)* with the opportunity for public input throughout.

The two existing TIS sites were permanently closed and were intended to be replaced with two new Commercial Vehicle Inspection Facilities (CVIFs) on Highway 401 between Highway 6 South and Regional Road 25 in the Town of Milton. The relocation of the existing TIS sites is required due to the widening of Highway 401 through the existing facilities and recommended in the approved EA of Highway 401 widening. It was not possible to keep these two sites open during highway expansion or expand them as there is insufficient room to provide access to/from the sites.

The purpose of this letter is to inform you that the Ministry is deferring submission of the two Transportation Environmental Study Reports (TESRs) in the public record for the 30-day public and agency review period. The Ministry recently started a Program Review of its commercial vehicle enforcement program. Until the results of this review are known, the Ministry will defer completing the Preliminary Design and Class EA. The decision to defer submission of the two TESRs is further to Minister Mulroney's response to Mayor Seeley dated April 30, 2020 to his October 30, 2019 letter to the

Reference: North Halton Commercial Vehicle Inspection Facility (W.O. 15-20002)
Preliminary Design and Class Environmental Assessment Study
Notice of Study Deferral

Honourable MPP Tom Arnott. Please note that this Class EA is not being cancelled and there may be opportunities at a later time to file the two TESRs in the public record. All stakeholders will be consulted at that time.

Should you have any questions, please contact me at (416) 235-4876 or sabina.merey@ontario.ca. Your contact information will be maintained on the study mailing list and you will continue to receive updates as they become available.

Thank you for your involvement in this study.

Sincerely,

A handwritten signature in dark ink, reading "Sabina Mérey". The signature is written in a cursive, flowing style. The first name "Sabina" is written with a capital 'S' and the last name "Mérey" starts with a capital 'M' and has an accent over the 'e'. The signature is positioned in the center of the page, below the "Sincerely," text.

Sabina Mérey, P. Eng.
MTO Senior Project Engineer

- c. L. Sarris, Ministry of Transportation
T. Belliveau, P. Hohner, Stantec Consulting Ltd.



FACT SHEET 2019-20

Basic Information

Date of Inception / Incorporation	2002/2003
Mandate	Community Economic Development
Population Served	153,000
Volunteers – Board Members	10
Volunteers – Mentors	4

Investment Portfolio

	2003 – 2019	April/19 – Mar/20
Total Requests for Investment	614	41
Dollar Value of Loan Requests	\$39.9 million	\$2,773,000
Total Investment to Date	\$25.4 million	\$2,423,743
Loan Portfolio Balance	\$7,552,349	\$7,413,698
Loans Advanced	463	39
Average Value of Loans	\$54,859	\$62,128
Funds Leveraged (Owner & Third Party)	\$43.4 million	\$2,310,000
Number of Jobs Created or Maintained	4,463	250
Average cost per job	\$4,656	\$9,694
Amount of loans repaid	\$17.5 million	\$1,976,509
Average loan loss	7%	7%

Business Counseling

Number of Businesses Assisted	6,7019	402
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Activities

Business / Loan Activities

- Business Training and Mentorship Program available for loan clients and rural businesses in the WWCFDC coverage area
- Averaged 28 monthly in-depth business coaching sessions
- 26 workshops/webinars were provided in 2018/19
- Over 400 businesses have received business training from our office
- More than 250 jobs were created and maintained during the year
- Workshops included: Bookkeeping / Accounting Software, Selling Techniques, Growing and Expanding Your Business into Different Markets plus more.

Economic Development Activities within our coverage area:

- Assisted as the Wellington County Community Connector in various Guelph-Wellington Our Food Future smart cities programs
- Assisted in Taste Real online farmers' markets initiative
- Assisted in meetings of the Wellington County Municipal Economic Development Group and Wellington County Economic Development Officers
- Acted as a point of contact for economic development organizations in Wellington County

519-846-9839 294 Mill Street East, Unit 207, Elora, ON N0B 1S0 www.wwcfdc.com

Serving the following communities with economic development: Centre Wellington, Erin, Guelph/Eramosa, Mapleton, North Dumfries, Puslinch, Wellesley, Woolwich and Wilmot

Courtenay Hoytfox

From: Claire Collinson
Sent: Friday, June 19, 2020 11:41 AM
To: Mike Fowler; Courtenay Hoytfox
Subject: FW: 2020 MNRF Rabies Control Operations Notification
Attachments: image002.emz; 2020 Rabies Control Operations Notification Letter_15June2020.pdf; Proposed Rabies Control Operations 2020 English.png; ONRAB ID_2019.pdf



Ministry of Natural Resources and Forestry

Wildlife Research and Monitoring Section
2140 East Bank Drive
DNA Building, c/o Trent University
Peterborough, ON K9L 1Z8

Ministère des Richesses naturelles et des Forêts

Phone: 1-888-574-6656
Fax: 705-755-1559
Email: rabies@ontario.ca

June 15, 2020

The Ministry of Natural Resources and Forestry (MNRF) will be conducting Oral Rabies Vaccine (ORV) bait distribution and trap-vaccinate-release (TVR) programs in the summer and fall of 2020. Baiting and TVR operations will begin early July and continue until the end of October.

The ministry's rabies control operations are essential to public health and to the health of wildlife. With the current COVID-19 outbreak, additional health and safety measures have been put into place using the best available information from Public Health Ontario to deliver this program safely and minimize risks to staff, the public, and wildlife. The ministry will continue to re-evaluate as the response to the COVID-19 outbreak continues.

Please find attached:

- 1) Map of planned baiting area for 2020
- 2) Rabies Vaccine Bait Information Sheet

Per the attached map, rabies vaccine bait distribution will be conducted in rural areas with MNRF aircraft and by hand in urban areas by MNRF wildlife technicians. These are the details of bait distribution work in 2020 (dates are subject to change depending on weather conditions):

- Yellow shaded areas will be completed with a combination of Twin Otter airplane and Eurocopter EC130 helicopter. Twin Otter flights will occur from August 17 through to August 28, with Eurocopter EC130 flights occurring August 10 to 14 and September 8 to 11.
- The brown shaded area will be completed by a Twin Otter airplane between August 17 and 21.
- Urban hand baiting, including the use of temporary feeding stations, will occur in the orange shaded areas starting in the first week of July and continue through to the end of October.
- Live trapping and vaccinating wildlife (trap-vaccinate-release) will occur in the areas surrounding Hamilton shaded in pink starting in the first week of July and will continue through to the end of October.

- Preventative baiting of the purple shaded areas in eastern Ontario will take place in mid-August and will take one day to complete.

In addition to the activities mentioned above, MNRF may conduct localized rapid response baiting and trap-vaccinate-release measures, which would take place in the event of a raccoon or fox strain rabies case outside of the planned baiting area.

The ministry is committed to the research, surveillance, control and elimination of the recent outbreak of rabies in southwestern Ontario to prevent the disease from spreading. Since the start of the rabies outbreak in 2015, the first of its kind in over a decade, MNRF has taken quick action to protect communities, distributing over five million vaccine baits by air and ground. There was a 70 per cent decrease in the number of rabies cases in 2019, from 2018. There were no new cases of rabies in our fox strain surveillance area (brown shaded area on the map), which, in keeping with World Health Organization guidelines, has led to a decrease in the control zone where there have been no reported cases in over two years.

Any warm-blooded mammal can contract rabies. If a human contracts rabies and does not receive treatment, the disease is fatal.

The khaki-green coloured bait being distributed by hand and by aircraft is made of wax-fat with an attractant flavour (vanilla-sugar). A label with a toll-free telephone number (1-888-574-6656) and the message “Do not eat” is located on the exterior of the bait, and a plastic package containing the liquid rabies vaccine is embedded in the centre. If found, the bait should not be touched, but left for raccoons, skunks and foxes to consume. (See attached bait identification hand out for detailed description.) Ontario’s rabies vaccine baits have been tested to ensure they are safe for wildlife, people and pets. However, eating a vaccine bait does not replace the regular rabies vaccination provided by a veterinarian for your pet. If your pet has eaten a bait and you are concerned, contact your vet as a precaution.

Ontario’s rabies control program is a joint effort that receives important input and contributions from a variety of partners across the province. Partnerships with provincial ministries, federal agencies, regional health units, municipalities, wildlife rehabilitators, licensed trappers, wildlife control agents and Indigenous communities are all key to the continued success of Ontario’s rabies control program.

For further information about rabies in Ontario, please visit [Ontario.ca/rabies](https://ontario.ca/rabies) or contact MNRF’s rabies information line at 1-888-574-6656.

Larissa Nituch
Rabies Science Operations Supervisor

705-313-2043 (cell)
Larissa.Nituch@ontario.ca

Ministry of Natural Resources and Forestry

Wildlife Research and Monitoring Section
2140 East Bank Drive
DNA Building, c/o Trent University
Peterborough, ON K9L 1Z8

**Ministère des Richesses naturelles et des
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Larissa Nituch
Rabies Science Operations Supervisor

705-313-2043 (cell)
Larissa.Nituch@ontario.ca

Rabies vaccine bait identification

October 2019

The Ultra-lite vaccine bait, ONRAB®, is used in Ontario for both fox strain and raccoon strain rabies control. Exposure to the bait is not harmful to people or pets; however, in the unlikely event that people or pets come in contact with the vaccine contained in the bait, contacting a doctor or veterinarian as a precaution is recommended.

Bait Ingredients

The bait formula coats the blister pack containing the vaccine. This formula consists of vegetable based fats, wax, icing sugar, vegetable oil, artificial marshmallow flavour and dark-green food grade fat-soluble dye.

Ultra-lite blister-pack (Vaccine Carrier)

This is a polyvinyl chloride (PVC) blister pack (40 mm x 22 mm x 10 mm) which weighs approximately 4.3 grams. The blister pack is a teal green polyester flocked container with a heat-sealed laminated polyester lidding. The body of the blister pack is embedded in the bait matrix but the green lidding is exposed and has a black warning label printed on it.



Vaccine inside Baits

ONRAB® oral rabies vaccine

Description: a recombinant live virus liquid vaccine

Volume/bait: 1.8 ± 0.1 ml in the blister pack

Other inclusions: vaccine stabilizers

Colour: pale orange to pale pink

Target species: skunk, fox, and raccoon

Contact: Wildlife Research and Monitoring Section

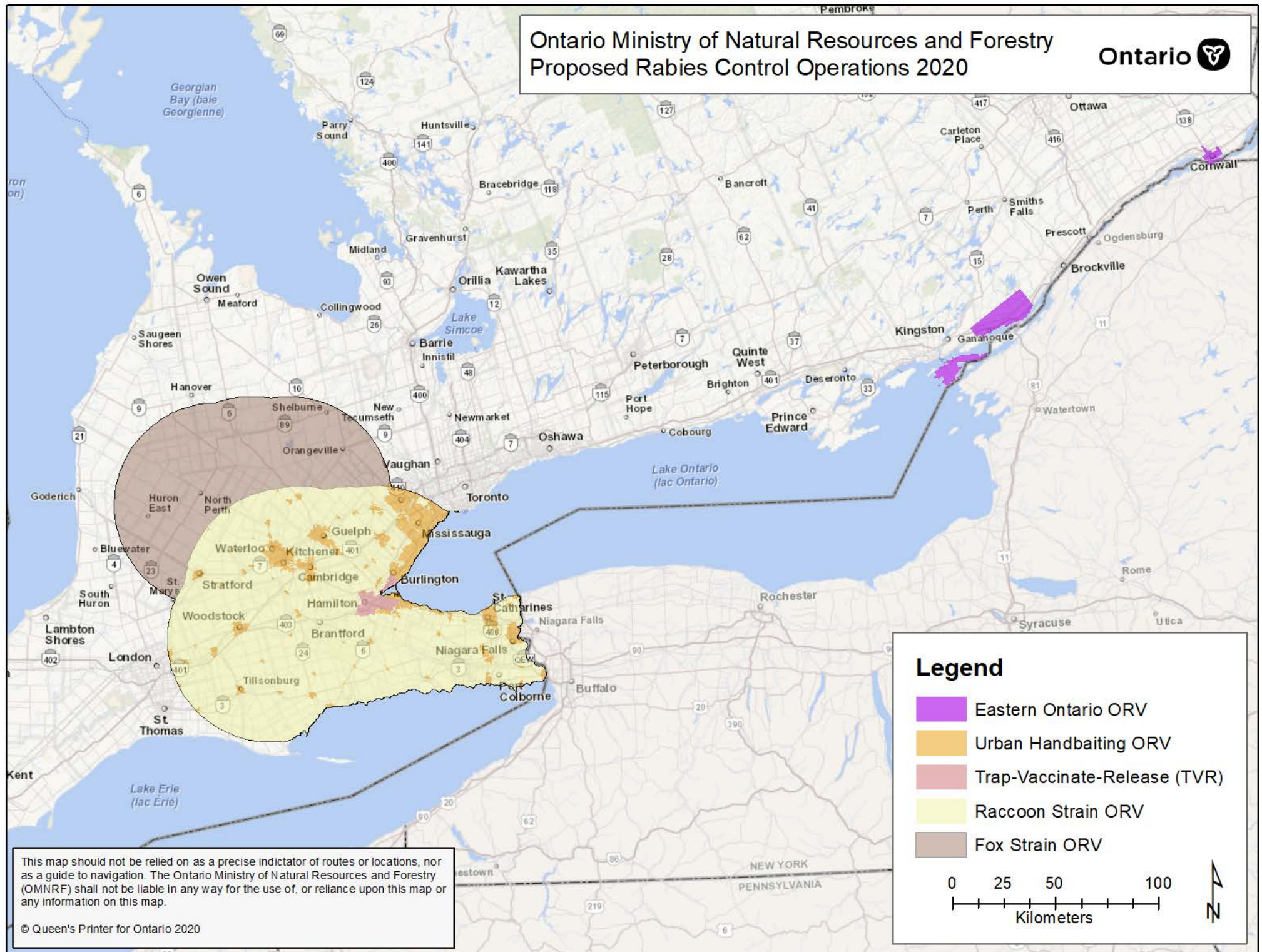
rabies@ontario.ca

1-888-574-6656

Ontario.ca/rabies

Disponible en français

Ontario Ministry of Natural Resources and Forestry Proposed Rabies Control Operations 2020



Courtenay Hoytfox

From: Lynne Banks
Sent: Tuesday, June 16, 2020 9:51 AM
To: Courtenay Hoytfox
Subject: FW: Letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing

From: Minister Steve Clark <mah@ontario.ca>
Sent: Tuesday, June 16, 2020 9:48 AM
To: Lynne Banks <lbanks@puslinch.ca>
Subject: Letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing

La version française suit.

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2020-1287

June 16, 2020

Mayor James Seeley
Township of Puslinch

Mayor Seeley:

In 2019, our government introduced *A Place to Grow: Growth Plan for the Greater Golden Horseshoe* ('the Plan', '*A Place to Grow*') as part of the **More Homes, More Choice: Ontario's Housing Supply Action Plan**. Today, I am writing to notify you of proposed changes to the Plan including updates and policy changes to the population and employment forecasts, a change to the Plan horizon year, a new Land Needs Assessment methodology, adjustments to the aggregates policy framework, new policies to address Major Transit Station Areas within Provincially Significant Employment Zones (PSEZs), and other policy revisions that support our government's objectives to increase housing

supply, create more jobs, attract business investments and better align infrastructure. We are asking for your input on these proposed amendments to the Plan.

I realize the proposed changes come at a time of uncertainty when many municipalities are managing urgent matters related to our shared work to protect the health and well-being of our residents across Ontario. The Greater Golden Horseshoe (GGH) will be critical to economic recovery from the impacts of the COVID-19 outbreak. The GGH is a key economic driver of both the province and the nation, with more than 85 per cent of the province's population growth expected in this region by 2051. In fact, we are anticipating that by 2051 this region will grow to nearly 15 million people and accommodate seven million jobs. In order to support municipalities in preparing for this anticipated growth so that you can complete your municipal comprehensive review and official plan revisions, my ministry is proposing these targeted revisions to *A Place to Grow* to make it faster and easier for municipalities in the region to plan for growth.

Details of the proposed changes are as follows:

- [Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe: 019-1680](#)
- [Proposed Land Needs Assessment Methodology for A Place to Grow: Growth Plan for the Greater Golden Horseshoe: 019-1679](#)
- [Proposed Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe on Ontario's Regulatory Registry: 20-MMAH006](#)

The proposed changes would work together to provide more flexibility and foresight to municipalities into demographic, employment, market demand, and housing affordability trends in the GGH. The consultation period will close on July 31, 2020. We look forward to receiving any comments you may have.

The next phase of work on PSEZs, which will begin shortly, will examine how they can support post-COVID economic recovery to support the retention and expansion of existing industrial and manufacturing operations and attract investment. The government continues to view PSEZs as an important tool and looks forward to engaging with businesses, municipalities, Indigenous communities and organizations, and the development industry to maximize opportunities within a PSEZ.

Should you or your staff have any questions about *A Place to Grow* or the proposed changes, please contact the Ontario Growth Secretariat at growthplanning@ontario.ca.

Thank you for your ongoing commitment to strengthening the quality of life and the economic growth of your community and the province of Ontario.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is fluid and cursive, with the first name "Steve" and last name "Clark" clearly distinguishable.

Steve Clark
Minister

c: Lynne Banks
Development Coordinator
Township of Puslinch

Karen Landry
CAO/Clerk
Township of Puslinch

Le 16 juin 2020

Mayor James Seeley :

En 2019, notre gouvernement a publié *En plein essor : Plan de croissance de la région élargie du Golden Horseshoe* (« le Plan », « *En plein essor* ») dans le cadre de l'initiative **Plus d'habitations, plus de choix : Plan d'action pour l'offre de logements de l'Ontario**. Aujourd'hui, je vous écris pour vous informer des changements que nous proposons d'apporter au Plan, qui incluent des modifications aux politiques et une mise à jour des prévisions sur le plan démographique et de l'emploi, une modification à l'horizon du Plan, une nouvelle méthode d'évaluation des besoins en terrains, des ajustements au cadre stratégique sur les agrégats, l'adoption de nouvelles politiques concernant les zones de grande station de transport en commun dans les zones d'emploi d'importance provinciale, ainsi que des révisions à d'autres politiques pour appuyer les objectifs de notre gouvernement, qui sont d'accroître l'offre de logements, de créer plus d'emplois, d'attirer les investissements des entreprises et de mieux aligner l'infrastructure. Nous souhaitons avoir votre opinion sur les changements proposés au Plan.

Je suis conscient que ces changements sont proposés alors que nous vivons une période d'incertitude et que bien des municipalités doivent gérer des questions urgentes dans le cadre de nos efforts collectifs pour protéger la santé et le bien-être de nos citoyens partout en Ontario. La région élargie du Golden Horseshoe (REGH) sera déterminante pour la relance économique à la suite de l'épidémie de COVID-19. La REGH est un important moteur économique, tant à l'échelle provinciale que nationale, puisque qu'elle devrait être le berceau de plus de 85 % de la croissance démographique de la province d'ici 2051. En fait, on s'attend à ce que d'ici 2051, la région compte près de 15 millions de personnes et sept millions d'emplois. Afin d'aider les municipalités à se préparer à cette croissance et à procéder à un examen détaillé et à une révision de leurs plans officiels, mon ministère propose des révisions ciblées au plan *En plein essor* pour faciliter et accélérer la planification de la croissance dans la région.

Les changements proposés sont les suivants :

- [Proposition de modification n° 1 à *En plein essor : Plan de croissance de la région élargie du Golden Horseshoe* : 019-1680](#)
- [Méthode d'évaluation des besoins en terrains proposée pour *En plein essor : Plan de croissance de la région élargie du Golden Horseshoe* : 019-1679](#)
- [Proposition de modification n° 1 à *En plein essor : Plan de croissance de la région élargie du Golden Horseshoe* sur le Registre ontarien de la réglementation : 20-MMAH006](#)

Les changements proposés agiraient en synergie afin de fournir aux municipalités une plus grande souplesse et une capacité de prévoyance accrue en ce qui a trait aux tendances sur le plan démographique, de l'emploi, de la demande du marché et de l'abordabilité du logement dans la REGH. La période de consultation se termine le 31 juillet 2020. Nous sommes impatients de prendre connaissance de vos observations.

La prochaine étape des travaux concernant les zones d'emploi d'importance provinciale, qui devrait être entreprise sous peu, se penchera sur la façon dont ces zones pourraient soutenir la reprise postpandémique en favorisant le maintien et l'expansion des activités industrielles et manufacturières et en attirant des investissements. Le gouvernement considère toujours les zones d'emploi d'importance provinciale comme un outil stratégique et se réjouit à l'idée de faire appel aux entreprises, aux municipalités, aux communautés et organismes autochtones et aux promoteurs pour maximiser les occasions d'affaires dans ces zones.

Si vous ou des membres de votre personnel avez des questions sur le plan *En plein essor* ou sur les changements proposés, veuillez communiquer avec le Secrétariat des initiatives de croissance de l'Ontario à growthplanning@ontario.ca.

Je vous remercie de votre engagement continu à améliorer la qualité de vie et à consolider la croissance économique dans votre collectivité et dans la province.

Veuillez agréer mes sincères salutations.

Le ministre,

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

Steve Clark

c. c. Lynne Banks
Development Coordinator
Township of Puslinch

Karen Landry
CAO/Clerk
Township of Puslinch

June 16, 2020

Hon. Doug Ford
Premier
Premier's Office
Room 281
Legislative Building, Queen's Park

Dear the Honourable Doug Ford:

Please be advised that at it's June 11th, 2020 meeting, Grey County Council endorsed the following resolution for your consideration:

CW93-20 Moved by: Councillor Robinson Seconded by: Councillor Keaveney

Whereas now more than ever in our increasingly electronic world, Grey County families and business owners have a need for reliable and affordable broadband to conduct business and stay connected both locally and beyond; and

Whereas broadband is a contributing social and economic driver in supporting the vitality and growth of our communities; and

Whereas families require internet to enable their children to complete school assignments, take online courses, maintain a human connection, or just stream movies at home; and

Whereas Grey County agriculture production, medical, health care, manufacturing, retail and the service industry depend on reliable high-speed connections to support and ensure business continuity and success; and

Whereas connectivity has been a lifeline for those businesses and sectors with access to reliable broadband during this global pandemic; and

Whereas reliable broadband will continue playing an essential role in the economic and social recovery of communities across Grey

County post-pandemic; and

Whereas not all areas of Grey County are within a connectivity coverage area which continues to be increasingly challenging, and amplified by the COVID-19 pandemic; and

Whereas Grey County has unserved areas as well as under-served areas that receive inadequate or disproportionately low levels of service; and

Whereas while it is important for the Provincial Government to look at both the number of people and the number of businesses that can be serviced by broadband expansion, it is essential, as well, that the Province provide broadband service to areas that have a small number of people, yet cover a vast geographical area; and

Whereas the need for broadband infrastructure improvement is now;

Now Therefore Be It Resolved that Grey County representing our Grey County residents and business owners alike, call to action Premier Ford; Minister of Infrastructure, Minister Scott; Ministry of Agriculture, Food and Rural Affairs, Minister Ernie Hardeman and Associate Minister of Energy & MPP Walker to champion the implementation of broadband in the unserved and under-served areas of Grey County; and

That this resolution be forwarded to all Ontario municipalities for their endorsement.

If you require anything further, please do not hesitate to contact me.

Yours truly,

Tara Warder
Deputy Clerk/Legislative Coordinator
(519) 372-0219 x 1294
tara.warder@grey.ca
www.grey.ca

cc Hon. Laurie Scott, Minister of Infrastructure
Hon. Bill Walker, Associate Minister of Energy & Bruce – Grey - Owen Sound MPP
Hon. Ernie Hardeman, Ministry of Agriculture, Food and Rural Affairs
All Ontario Municipalities

June 11, 2020

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

Honourable Christine Elliott
Deputy Premier and Minister of Health
Ministry of Health
5th Floor, 777 Bay Street
Toronto ON M7A 2J3

Honourable Merrilee Fullerton
Minister of Long-Term Care
6th Floor, 400 University Avenue
Toronto ON M5G 1S5

Dear Premier Ford, Minister Elliott, and Minister Fullerton:

At its meeting of June 1, 2020, Chatham-Kent Municipal Council unanimously supported a request from Councillor Clare Latimer to submit a letter to the Premier, Minister of Health, and Minister of Long-Term Care (LTC) regarding current and long-standing issues being faced by the LTC sector and to support the government's Commission on Long-Term Care.

The COVID-19 pandemic has exacerbated the human resources crisis that LTC has faced for a number of years. It has also brought homes and the residents who place trust in the system they will be well cared for into the limelight, when all along the number one priority of all levels of government and oversight should be the health, safety, and well-being of some of our most vulnerable citizens.

The LTC and Retirement Home (RH) sectors are chronically understaffed; losing the extra hands of visitors and volunteers during the pandemic, while necessary, has created an additional burden. Homes in Ontario are experiencing increasing difficulty recruiting and retaining Personal Support Workers (PSW), Registered Practical Nurses (RPN) and Registered Nurses (RN), creating long delays in the ability to fill vacant positions. Before the pandemic, many homes were indicating they no longer have a 'pool' of PSWs ready and available to fill vacant shifts. Homes are seeing more PSWs experiencing stress-related illnesses, mental and physical exhaustion, and an increase in work-related injuries. In addition to an already limited available workforce, hospitals are now hiring PSWs to fill support roles, and many RNs or RPNs accept positions in LTC only to resign when an acute care or community health position becomes available. Additional stressors directly related to the pandemic have certainly added to the staffing crisis. The provision of pandemic pay to front-line staff has helped, and while it would be a welcomed addition to the funding envelope moving forward, wage increases alone will not solve the chronic lack of people choosing long-term care as a career.

Cont'd...

Staffing ratios have been discussed for several years and there has been lobbying from many avenues to increase the number of direct nursing care hours for residents up to four hours of care per day in order to safely meet the complex needs of the current long-term care population. Without an influx of provincial dollars, coupled with a provincial LTC human resources strategy, homes will not be able to increase direct patient care hours; there simply are not enough human resources to go around. This is difficult for staff in long-term care and retirement homes. They are a determined, passionate bunch who want nothing more than to provide quality care to their residents who call their facilities home.

As a Municipal Council, we have watched the impact the COVID-19 pandemic has had on LTC and RHs across our province. Our municipality has not had any COVID-19 outbreaks in homes in Chatham-Kent; however, we are certainly aware of the ongoing risk and continue to do everything we can to ensure our residents and staff are safe and they have the tools and resources to manage during such a difficult time. As a Council, we support the government's LTC Commission and ask that it remain non-partisan, and be independent of owners and operators including ourselves as the owner and operator of Chatham-Kent's largest LTC home. While we are supportive of the Commission, we are asking for an impartial review of current best practices in both private and publicly operated homes. We are also requesting that the Commission be tasked with recommending best practice standards of care, and accountability protocols regarding documentation, peer reviews, and resident/family reviews.

We appreciate the work involved in any type of large-scale review with the hope the Commission is able to review the current impact of the pandemic and merge these findings with what the sector has known and has been advocating for over the last several years including staffing, governance models, physical structures of homes, and LTC regulations. A comprehensive look at past, current, and future insights will move the sector towards action and real change.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Canniff', with a stylized flourish at the end.

Darrin Canniff, Mayor/CEO
Municipality of Chatham-Kent

- C Rick Nicholls, MPP Chatham-Kent-Leamington
Monte McNaughton, MPP Lambton-Kent-Middlesex
All municipalities in Ontario



CORPORATION OF THE TOWN OF RENFREW

RESOLUTION NO. 2020 - 06 - 44

Moved By: Reeve Emon
Seconded By: Councillor Jamieson

WHEREAS the COVID-19 pandemic crisis has had a catastrophic affect on employment and small business survival rates, with over 11.3% jobless rate in Ontario in April 2020 alone with only a few signs of a change over the next several fiscal periods;

AND WHEREAS the Renfrew County region is already at a distinct economic disadvantage due to a shorter infrastructure construction season and the lack of essential services, like effective and available broadband across its vast and rural area that would allow for greater flexibility to work from home, or telecommute;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves within the geographical borders have an incredible influence on the economy through investments in infrastructure spending, with over \$70million being invested in 2020 in municipal projects, but will now have to evaluate and adjust the way they safely operate and offer community services and modes of transportation;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves have submitted over \$73.5 million worth of applications to the *Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream*, with all considered shovel ready and shovel worthy;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves have submitted previously over \$25million in *the Investing in Canada Infrastructure Program: Green Stream* and *Investing in Canada Infrastructure Program: Rural & Northern Stream*;

AND WHEREAS both large and small infrastructure projects have the immediate effect on local small and medium businesses in our region with consideration of the multiplier ratio on every \$1million invested having the ability to create 7.6 jobs in the local marketplace, meaning that approval of these projects would create over 1,200 jobs across Renfrew County;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Renfrew calls upon the Governments of Ontario and Canada to fast track the review of current and previous *Investing in Canada Infrastructure Program* grant applications in order to provide much needed employment and investment into rural Ontario to provide sustainable infrastructure that will be safe and suitable in a post-pandemic setting;

AND FURTHER THAT a copy of this resolution be circulated to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; MP Cheryl Gallant, Renfrew-Nipissing-Pembroke; the Honourable John Yakabuski, MPP Renfrew-Nipissing-Pembroke; the Minister of Infrastructure; the Association of Municipalities Ontario; Rural Ontario Municipalities Association and all Municipalities within the Province of Ontario.

- CARRIED -

I, Jennifer Charkavi, Deputy Clerk of the Corporation of the Town of Renfrew, do hereby certify this to be a true and complete copy of Resolution No. 2020 - 06 - 44, passed by the Council of the Corporation of the Town of Renfrew at its meeting held the 23rd day of June 2020.

DATED at Renfrew, Ontario
this 24th day of June 2020.

Jennifer Charkavi

Jennifer Charkavi



The Municipality of West Elgin

22413 Hoskins Line, Box 490, Rodney Ontario N0L 2C0

June 26, 2020

Hon. Doug Ford
Premier
Premier's Office
Room 281
Legislative Building, Queen's Park

Dear the Honorable Doug Ford:

Please be advised that at the Regular Meeting of Council on June 25, 2020, the Council of the Municipality of West Elgin passed the following resolution:

Resolution No. 2020-209

Moved: Councillor Cammaert

Seconded: Councillor Rowe

Whereas West Elgin Council wishes to support resolution number CW93-20 from Grey County; and

Whereas West Elgin recognizes that the need for reliable access to affordable broadband is required for education and business purposes to ensure continuity and success; and

Whereas reliable broadband will continue to play an essential role in economic and social recovery across Ontario post-pandemic; and

Whereas not all residents of West Elgin are within a connectivity coverage area and that rural areas often receive inadequate or disproportionately low levels of service; and

Where as while it is important for the Provincial Government to look at both the number of people and the number of businesses that can be serviced by broadband expansion, it is essential, as well, that the Province provide broadband service to areas that have a small number of people, yet cover a vast geographical area; and

Whereas the need for broadband infrastructure improvement is now;

Now Therefore be it resolved that the Municipality of West Elgin representing our residents and business owners alike, call to action Premier Ford, Minister of

Environment, Conservation and Parks, the Honorable Jeff Yurek to champion the implementation of broadband in the under-serviced areas of West Elgin;

For (3): Councillor Tellier, Councillor Cammaert, and Councillor Rowe
Abstain (1): Mayor McPhail

Carried (3 to 0)

If you require anything further, please do not hesitate to contact me.

Yours Truly,



Jana Nethercott
Clerk
Municipality of West Elgin

cc. Hon. Jeff Yurek, Minister of the Environment, Conservation & Parks
All Ontario Municipalities



The Municipality of West Elgin

22413 Hoskins Line, Box 490, Rodney Ontario N0L 2C0

June 26, 2020

Hon. Doug Ford
Premier
Premier's Office
Room 281
Legislative Building, Queen's Park

Dear the Honorable Doug Ford:

Please be advised that at the Regular Meeting of Council on June 25, 2020, the Council of the Municipality of West Elgin passed the following resolution:

Resolution No. 2020-210

Moved: Councillor Rowe

Seconded: Councillor Tellier

Whereas West Elgin received a resolution from the Municipality of Grey Highlands with regard to the creation of a Universal Basic Income for citizens; and

Whereas the Council of West Elgin agrees that the creation of a Universal Basic Income would assist in reducing the financial strain on its citizens and businesses during the COVID-19 pandemic; and

Where a basic income ensures everyone an income sufficient to meet basic needs and live with dignity, regardless of work status and has the potential to improve individual physical and mental health, labour market participation, food security, housing stability, financial status and social relationships and generally raise the standard of living for vulnerable members of society; and

Therefore be it resolved that the Council of the Municipality of West Elgin urges the Ontario Provincial government and the Federal government work together to investigate the feasibility of implementing a universal basic income program.

For (3): Councillor Tellier, Councillor Cammaert, and Councillor Rowe
Abstain (1): Mayor McPhail

Carried (3 to 0)

If you require anything further, please do not hesitate to contact me.

Yours Truly,



Jana Nethercott
Clerk
Municipality of West Elgin

cc. Hon. Jeff Yurek, Minister of the Environment, Conservation & Parks
All Ontario Municipalities

June 11, 2020

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

Honourable Christine Elliott
Deputy Premier and Minister of Health
Ministry of Health
5th Floor, 777 Bay Street
Toronto ON M7A 2J3

Honourable Merrilee Fullerton
Minister of Long-Term Care
6th Floor, 400 University Avenue
Toronto ON M5G 1S5

Dear Premier Ford, Minister Elliott, and Minister Fullerton:

At its meeting of June 1, 2020, Chatham-Kent Municipal Council received a letter from eleven organizations serving Long-Term Care and Retirement Homes in Ontario. The letter spoke to the importance of psychosocial and emotional well-being of all Long-Term Care (LTC) and Retirement Home (RH) residents. Council agreed there was significant evidence presented within the letter to warrant supporting the call to action and to encourage the government to review and act on the recommendations provided.

The COVID-19 pandemic has presented a variety of challenges to the LTC and RH sectors, as well as the congregate care sector. Many of these challenges involve protecting the physical health of this extremely vulnerable population. Increased infection control requirements, eliminating non-essential visitors, active screening protocols, and restrictions on the movement of LTC and RH staff working between different homes, are a few examples of the measures taken and backed financially by the provincial government. In Chatham-Kent, early and rigorous adoption of these measures has kept COVID-19 out of our LTC and RH facilities. While this is a commendable achievement, it is important to examine the social costs to residents of such an undertaking.

People living in LTC and RHs depend completely on interactions with staff, visitors, volunteers, and other residents to fulfill their social and emotional needs. Losing any one of these groups impacts residents in ways that are difficult to measure quantitatively but qualitatively we see it in our residents' eyes each day as we strive to provide the best care possible for them. The exclusion of non-essential visitors has left a tangible hole in the lives of residents. In Chatham-Kent's municipally-run LTC home, Riverview Gardens (RVG), this order saw the exclusion of 500-600 additional visitors, volunteers, and contract support staff per week. They were cherished, familiar faces; their visits much-anticipated by residents and appreciated by staff.

Cont'd...

Visitors and volunteers provide more than just visiting, they help in the daily care of our residents. Conversations with other LTC and RHs throughout Chatham-Kent show the same losses and the same impacts on residents and staff. Additional stressors directly related to the pandemic have added to the staffing crisis in LTC and RHs. Supporting a strategy for homes to hire additional staff specifically trained to support the psychosocial and emotional needs of residents would alleviate some of the stress on nursing staff and may lead to better outcomes for residents.

Chatham-Kent has always been a community that comes together and rises to the challenges before us. COVID-19 and the impact this has had on our local LTC and RH sectors is no exception. Through our local United Way, volunteers are finalizing an Adopt a Grandparent program similar to pen pals of years past. This program will link teenagers and young adults with one of our LTC and/or RH residents. Young and old, both with different needs, sharing thoughts and ideas and supporting one another through the pandemic. At Riverview Gardens we have created a Resident Support Worker (RSW) position that provides emotional and social support to our residents. RSWs work on the same floor with the same residents each day where they assist residents with feeding, games, crafts, companionship, and outdoor time when the weather cooperates. RSWs also help provide such services as assisting with laundry, as well as sorting, folding, and organizing a resident's personal items. Currently, redeployed municipal staff are fulfilling these roles at RVG but as Ontario moves further with reopening, these staff will be needed back at their home base location and residents in our home will once again be faced with spending much of their day alone. The homes in Chatham-Kent are providing great care to our residents but they can only do so much. This is why the recommendations from the Long-Term Care and Retirement Home sectors are so important.

Chatham-Kent Municipal Council believes people need human interaction. It is what makes the difference between simply being alive, and living. It is time to act, and protect the psychosocial and emotional health of our LTC and RH residents. We support whole-heartedly, the recommendations presented to you from our LTC and RH partners (attached).

Sincerely,



Darrin Canniff, Mayor/CEO
Municipality of Chatham-Kent

Attachment: Letter from Alzheimer Society et al RE: Psychosocial and Emotional Well-being of LTC Residents

- C Hon. Michael Tibollo, Associate Minister of Mental Health and Addictions
- Hon Raymond Cho, Minister of Seniors and Accessibility
- Helen Angus, Deputy Minister, Ministry of Health
- Richard Steele, Deputy Minister, Ministry of Long-Term Care
- Rick Nicholls, MPP Chatham-Kent-Leamington
- Monte McNaughton, MPP Lambton-Kent-Middlesex
- Matthew Anderson, President and CEO, Ontario Health
- All municipalities in Ontario



May 8, 2020

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

Hon. Christine Elliott
Deputy Premier and Minister of Health
Ministry of Health
5th Floor, 777 Bay St.
Toronto, ON M7A 2J3

Hon. Merrilee Fullerton
Minister of Long-Term Care
6th Floor, 400 University Ave
Toronto, ON M5G 1S5

Dear Premier Ford, Minister Elliott and Minister Fullerton,

On behalf of almost 80,000 residents, their families and staff in Ontario's long-term care (LTC) homes, we are writing this letter to urgently request that the provincial government take immediate action to support the psychosocial and emotional wellbeing of residents. COVID-19 has changed every aspect of the lived experience in LTC. Despite fervent efforts and commitment from LTC team members to protect residents from the negative physical outcomes of COVID-19, the psychosocial and emotional impacts remain ignored and under-resourced.

According to a recently released study by Mental Health Research Canada, the number of Canadians expressing high-to-extreme levels of anxiety has quadrupled since the start of the COVID-19 crisis. “Mental Health in Crisis: How COVID-19 is Impacting Canadians.” *Mental Health Research Canada*, www.mhrc.ca/our-research/. If that is the reality of people living in the general population, what is happening to the mental health of LTC residents, many of whom are already living with compromised cognitive ability and living in isolation? ‘There is no health without mental health’ - Minister Elliott.

Thousands of residents are living cohorted and/or isolated lives away from their personal belongings and away from the important people in their lives. Many residents are eating alone, experiencing virtually no human connection aside from 2-3 brief encounters with LTC team members for personal care/meal delivery each day and 1-2 virtual visits with a family member each week, if such a program exists in their home. Team member shortages further exacerbate the sense of isolation, we have heard from residents that there is little to no program or activity to nurture social engagement opportunities during these times.

Pre-COVID-19, the realities of pervasive isolation, depression and loneliness are coined as the ‘three plagues’ of life in LTC (Dr. Bill Thomas, founder of The Eden Alternative). While person-centered practices combat these plagues, the current reality of LTC living will lead to residents left with broken spirits and the corresponding negative outcomes associated with their psychosocial, emotional health.

People need people. We are writing this letter now to ask that immediate attention and allocated resources be applied to LTC homes to support the psychosocial and emotional wellbeing of residents. The government of Alberta, in recognizing the importance of ‘quality of life’ for residents, has released substantive directives that clearly define essential visitors as those who contribute to the quality of life of residents in addition to provision of needed physical care. I urge you to follow suit, so that residents can experience the psychosocial and emotional support that has been missing for 7 weeks thus far.

Imagine the new reality when a group of team members (comprised of ‘essential visitors’ and/or dedicated staff) is incorporated into **every LTC home** to exclusively provide avenues/programs/opportunities for psychosocial and emotional support. Residents will experience **multiple** weekly virtual visits using iPads, tablets or cell phones with friends and family members, and even amongst themselves, providing peer to peer support. Residents will enjoy safe outdoor visits during the warm weather now upon us. Imagine residents being supported in a virtual resident activity, meal or conversation between other residents. Residents will feel engaged and connected to each other once again, to their families, to their environment and to their community. They will be well protected from the negative outcome of prolonged isolation.

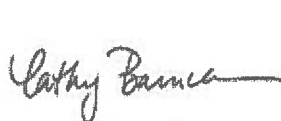
This is what is needed:

- Declare psychosocial and emotional wellbeing of residents as essential to their quality of life
- Expand the definition of ‘essential visitors’ to include people who contribute to the quality of life including psychosocial and emotional health
- Resources for homes to hire and train additional team members/staff whose primary role is to support psychosocial and emotional health via facilitating virtual and safe physical visiting
- Resources for homes to purchase technology and infrastructure required to support virtual visits amongst residents and families
- Creation of a safe plan for residents to enjoy social engagement outdoors in the coming weeks (physical distancing, wearing of masks, etc.), complete with human resources and supplies to make this a reality

We must act now. COVID-19 requires physical distancing, but in order to uphold resident's quality of life and wellbeing we must enable and support social connection.

We look forward to hearing from you soon, as we work together to provide the best care for LTC residents who are the most vulnerable group of Ontarians during this COVID-19 crisis.

Sincerely,



Cathy Barrick
Chief Executive Officer
Alzheimer Society of
Ontario



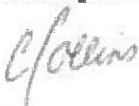
Lisa Levin
Chief Executive Officer
AdvantAge Ontario



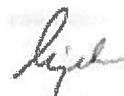
Kiran Rabheru MD, CCFP, FRCP
Co-Chair
Canadian Coalition for Seniors' Mental Health



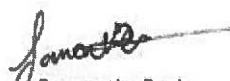
Laura Tamblyn Watts
Chief Executive Officer
CanAge



Carola Collins
MD CCFP
Medical Director



Marta Hajek
Executive Director
Elder Abuse Prevention Ontario



Samantha Peck
Executive Director
Family Councils Ontario



George Heckman, MD, FRCP(C)



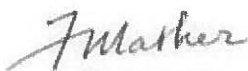
Margaret Gillis
President
International Longevity Centre Canada



Raza M. Mirza, PhD
Network Manager
National Initiative for the Care of the Elderly (NICE)



Dee Lender
Executive Director
Ontario Association of Residents' Councils



Fred Mather, MD
President,
Ontario Long Term Care Clinicians



Donna Duncan
Chief Executive Officer
Ontario Long Term Care Association

cc: Hon. Michael Tibollo, Associate Minister of Mental Health and Addictions
Hon Raymond Cho, Minister of Seniors and Accessibility
Helen Angus, Deputy Minister, Ministry of Health
Richard Steele, Deputy Minister, Ministry of Long-Term Care
Matthew Anderson, President and CEO, Ontario Health



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

June 29, 2020

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

-and to-

The Honourable Rod Phillips (rod.phillips@pc.ola.org)
Minister of Finance
Frost Building South; 7th Floor
7 Queen's Park Crescent
Toronto, Ontario M7A 1Y7

Dear Premier Ford and Minister Phillips:

RE: Kingsville Council request that the Rent Assistance Program to include all businesses in a lease agreement within all "residential-above-commercial" properties without a cap on commercial/residential ratio

At its Regular Meeting of June 22, 2020, Kingsville Council resolved the following:

391-2020

Moved By Councillor Kimberly DeYong

Seconded By Councillor Larry Patterson

Whereas the COVID-19 Pandemic has greatly impacted the business community in the Town of Kingsville;

And Whereas the Province of Ontario has provided financial assistance including a multi-level Rent Assistance program to the business community impacted by the COVID-19 Pandemic;

And Whereas the Rent Assistance program offered by the Province of Ontario established an arbitrary cap on multi-use properties where it is common for "residential-above-commercial" developments, especially in downtown and Main Street corridors;

And Whereas Kingsville, particularly in our downtown business centres, has several properties with residential-above-commercial where the ratio of commercial storefront businesses represents less than 30 per cent of the entire building, thus leaving a gap where local business owners cannot qualify for rent relief with their willing landlords;

And Whereas the Town of Kingsville's newly adopted Business Retention and Expansion Project Report identified that Kingsville businesses would benefit from the Province expanding the Rent Assistance program to include all commercial lease properties regardless of overall footprint.

Now Therefore Be It Resolved That the Town of Kingsville requests that the Province of Ontario expand their Rent Assistance program to include all businesses in a lease agreement within all "residential-above-commercial" properties without a cap on commercial/residential ratio;

And Finally, That this Resolution be circulated to the Premier, Doug Ford, the Minister of Finance, Rod Phillips, our local MPP Taras Natyshak, and all Ontario municipalities requesting their support.

CARRIED

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jennifer Astrologo'.

Jennifer Astrologo, Director of Corporate Services/Clerk
Corporate Services Department

jastrologo@kingsville.ca

/sjk

CC: Taras Natyshak, MPP (tnatyshak-qp@ndp.on.ca)

CC: All Ontario Municipalities



OFFICE OF CITY CLERK

City of Belleville

169 FRONT STREET
BELLEVILLE, ONTARIO
K8V 2Y8

Courtenay Hoytfox, Deputy Clerk
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0

June 23, 2020

Dear Courtenay:

**RE: Request the Province of Ontario to Review the Farm Property
Class Tax Rate Programme in Light of Economic Competitiveness
Concerns between Rural and Urban Municipalities
Council Information Matters 8.c.2.b.
Belleville City Council Meeting, June 22, 2020**

Please be advised that at the Council Meeting of June 22, 2020, Council passed a resolution to "receive" your correspondence. To "receive" means Council will take no further action regarding this matter and your correspondence will remain on file with the City Clerk's Department.

I trust this is sufficient.

Yours truly,

A handwritten signature in black ink, appearing to read 'Matt MacDonald'.

Matt MacDonald
Director of Corporate Services/City Clerk

MM/nh

**Ministry of Municipal Affairs
and Housing**

Office of the Minister

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

**Ministère des Affaires municipales
et du Logement**

Bureau du ministre

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



234-2020-2680

July 8, 2020

Dear Head of Council:

The COVID-19 outbreak has touched everyone in the province, creating personal and financial hardship, and resulting in losses far greater than anyone could have imagined. We are making steady progress in the safe reopening of the province, and we acknowledge and celebrate those who went above and beyond through this crisis.

I am writing to inform you that on July 8, 2020, our government introduced the COVID-19 Economic Recovery Act, 2020, to help get Ontario back on track. Our proposed bill will address three critical needs Ontario faces: restarting jobs and development; strengthening communities; and creating opportunity for people.

Our government recognizes the key role that municipalities play in restarting the economy, and that their efficient functioning and economic sustainability is critical to Ontario's future success. We are also continuing to negotiate with our federal partners to ensure communities across Ontario receive the urgent financial support they need. We know that municipalities require fair and flexible investment to protect front line services and help restart the economy.

This bill includes proposals that will enable municipal councils and local boards to meet electronically on a permanent basis and allow municipal councils to decide if they wish to have proxy voting for their members. Our government also proposes to finalize the community benefits charges framework; enhance the Minister of Municipal Affairs and Housing's existing zoning order authority to provide more certainty when fast tracking the development of transit oriented communities; make it faster to update and harmonize the Building Code so that we can break down interprovincial trade barriers, and permanently establish the office of the Provincial Land and Development Facilitator to help solve complex land use issues. We are also working on optimizing provincial lands and other key provincial strategic development projects that will help facilitate economic recovery efforts.

My ministry will be hosting a technical information briefing on the proposed community benefits charges framework, including proposed changes to development charges and parkland dedication, so that municipal staff can gain a better understanding of the proposal. The technical briefing will take place in the near future and invitations from the Assistant Deputy Minister of Local Government and Planning Policy Division to municipal Chief Administrative Officers, Treasurers and Chief Planners will be forthcoming.

.../2

In addition to initiatives that I have outlined above from my ministry, there are several other proposals included in our proposed legislation that will support your communities. Changes proposed will modernize our outdated environmental assessment framework, provide more local say on future landfill sites, and ensure strong environmental oversight, while supporting faster build-out of vital transport and transit infrastructure projects to support our economy. Municipally-run courts will be able to use technology to deliver services remotely and we are also moving to fill justice of the peace vacancies faster and more transparently.

We will be extending the validity period of unused marriage licences and protecting the province's most vulnerable consumers who rely on payday loans, by proposing limits on related interest rates and fees.

Also proposed is the reduction of regulatory burdens on farming while preserving the environmental rules that will support this vital part of our economy. Businesses will be able to count on clear, focused and effective rules that do not compromise people's health, safety or the environment through our changes that continue to focus on cutting red tape. At the same time, our changes will allow health and safety standards to be updated more quickly to ensure worker safety in a changing economy.

As the province continues to reopen and the economy recovers, it's more critical than ever to position Ontario as a top-tier destination for investment, domestic growth, and job creation. A key measure to support this objective is the creation of a new investment attraction agency, Invest Ontario, that will promote the province as a key investment destination and work closely with regional partners to coordinate business development activities.

Our proposed changes will also help our communities respond in part to the challenges that this outbreak has brought to our education system. Changes proposed would allow school boards to select the best candidates for director of education for their respective communities. We will also reduce red tape that is preventing access to school for some First Nation students and by limiting unproductive suspensions for our very youngest students. Students with severe learning disabilities will have an opportunity to complete their studies in the upcoming school year and by broadening the mandates of TVO and TFO, our broadcasters will be able to support students' learning needs better during these challenging times.

Through this proposed legislation, we will take the first step towards a strong restart and recovery. More information on our proposals can be found on the Legislative Assembly of Ontario's [website](#).

Our greatest challenges lie ahead of us, and we know we cannot overcome them alone. It's time for everyone to play a role in rebuilding Ontario together. We will ensure no community or region is left behind. Every community must recover if all of Ontario is to grow and prosper again.

Head of Council
Page 3

Municipalities are encouraged to continue to review our Government's Emergency Information webpage at: [Ontario.ca/alert](https://ontario.ca/alert). I thank you for your continued support and collaboration in these challenging times.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

Steve Clark
Minister of Municipal Affairs and Housing

c: Chief Administrative Officers
Municipal Clerks
Kate Manson-Smith, Deputy Minister of Municipal Affairs and Housing
Brian Rosborough, Executive Director, Association of Municipalities of Ontario

Courtenay Hoytfox

From: James Seeley
Sent: Friday, July 10, 2020 5:42 PM
To: Courtenay Hoytfox
Subject: Fwd: Puslinch Resolution letter to Minister
Attachments: Resolution 2020-166 (002).pdf

Follow Up Flag: Follow up
Flag Status: Flagged

From: Arnott-CO, Ted <ted.arnottco@pc.ola.org>
Sent: Friday, July 10, 2020 2:57 PM
To: minister.mnrf@ontario.ca
Cc: James Seeley
Subject: Fw: Puslinch Resolution letter to Minister

The Hon. John Yakabuski
Minister of Natural Resources and Forestry

Dear Minister,

As you know, the Township of Puslinch is one of Ontario's largest aggregate producing municipalities. Recently, the Council of the Township of Puslinch passed a resolution related to aggregate production following the TAPMO Executive Meeting, asking that the Province to work with MPAC to review and address the assessment scheme for aggregate resource properties. I have attached a copy of the resolution for you.

Municipalities provide important, everyday services to residents and businesses in our communities across Ontario and work diligently to maintain balanced budgets. The Township of Puslinch believes that reviewing the assessment schemes would address the inequity of property values and tax aggregate producers at their industrial value. I have always sought to work with our municipal partners to ensure that our local communities are able to thrive and continue to provide the best possible services.

I hope this information is useful to you as you continue to collaborate with aggregate producers and community partners in the review of aggregate-related regulations.

Sincerely,

Ted Arnott, MPP
Wellington-Halton Hills
Toll-Free 1-800-265-2366
Phone: 519-787-5247



July 7, 2020

RE: TAPMO Executive Meeting Minutes dated May 28, 2020.

Please be advised that Township of Puslinch Council, at its meeting held on June 17, 2020 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2020-166: Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

That the Intergovernmental Affairs correspondence item 4 listed for JUNE 17, 2020 Council meeting be received; and

WHEREAS previous assessment methodologies for aggregate resource properties valued areas that were used for aggregate resources or gravel pits at industrial land rates on a per acre basis of the total site and such properties were formally classified and taxed as industrial lands;

WHEREAS the Council of Puslinch supports a fair and equitable assessment system for all aggregate resource properties;

WHEREAS the Municipal Property Assessment Corporation determined, with the participation only of the Ontario Sand, Stone and Gravel Association, revised criteria for assessing aggregate resource properties;

AND WHEREAS the Council of Puslinch has concerns that the revised criteria does not fairly assess the current value of the aggregate resource properties;

NOW THEREFORE BE IT RESOLVED:

(a) That the Council of Puslinch does not consider the revised criteria for assessment of aggregate resource properties as a fair method of valuation for these properties; and

(b) The Council of Puslinch believes there is a need to review the current



assessment scheme for aggregate resource properties to address the inequity of property values;

(c) The Council of Puslinch hereby calls upon the Province to work with the Municipal Property Assessment Corporation to address the assessment issue so that aggregate resource properties are assessed for their industrial value; and

(d) The Council of Puslinch directs the Clerk to provide a copy of this motion to the Minister of Finance, Minister of Municipal Affairs and Housing, Minister of Natural Resources and Forestry, AMO, ROMA, and all Ontario municipalities and {the local MPP(s)}

CARRIED

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

Sincerely,
Courtenay Hoytfox
Deputy Clerk



TOWNSHIP OF

PUSLINCH

EST. 1850

Township of Puslinch

Delegate Request

Meeting Date: *

July 15

Applicant Information

Last name *

May

First name *

Stephen

Mailing address *

Telephone number *

Email address *

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

To address Notice of Motion regarding hours of operation recommendation for CBM Aggregates Aberfoyle North operations.

I am submitting a formal presentation to accompany my delegation: *

☒ Yes

☐ No

I will require the use of audio-visual equipment (power point presentation): *

☐ Yes

☒ No

Note: delegations are permitted to speak for 10 minutes. Your form or letter must be received 24 hours before the preparation of the Council agenda. This usually means at least one week prior to the Council meeting.

Freedom of Information Disclaimer

Personal information collected on this form is collected under the authority of the Municipal Act and will be used only for the purpose of sending correspondence relating to matters before Council and for creating a record that is available to the general public in a hard copy format and on the internet in an electronic format in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Township Clerk's office.

The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact the Township Clerk's office for assistance.

July 15, 2020

Puslinch Town Council
Puslinch, Ontario

RE: Notice of Motion CBM Aggregates Operations Hours

In regards to the notice of motion to be discussed at the upcoming council meeting, CBM aggregates would like to provide the following information.

CBM Aggregates has operated our sand and gravel pit in Aberfoyle, north of the 401 (known as the Aberfoyle North Pit – ARA Licences #5520, #5563 & #5631), since 2001, and prior to that time it was operated by various aggregates companies for several decades. It is appropriately zoned as an extractive industrial site and operates within Ministry of the Environment, Conservation and Parks (MECP) noise and air quality limits. CBM has continually operated the site in compliance with the noise levels set by the MECP for this type of setting. The processing plant located on site is over 1.1km away from the sub-division where recent complaints have originated by one of the residents. For context, our Certificate of Approval (C of A) for the site, as issued by the MECP, requires a separation distance of 700m from the plant to the nearest sensitive receptor for Class 2 noise levels to be achieved, with full operations at night. It should be noted that CBM does not have any records of noise complaints related to Aberfoyle North Pit prior to this individual contacting the MNRF earlier this year.

In addition, noise shielding in the form of perimeter berming and local shielding around the plant in the form of stockpiled material further addresses noise generation and ensures acceptable noise levels are well within Provincial limits, even at closer distances than the Aberfoyle Mills sub-division.

Given the location of the Aberfoyle North Pit and surrounding uses, which includes a regional road (Brock Road), which is a significant noise generator with goods movement happening to and from Guelph at all hours, and many other industrial sites, such as Nestle Waters, Dufferin Aggregates and Maple Leaf Foods, this is considered a sub-urban site (Class 2). Our industrial neighbours are located closer to the Aberfoyle Mills sub-division than CBM Aggregates (See Figure 1), and some of them ship products during non-typical business hours.



Figure 1. Location of industrial site as and the Aberfoyle Mills Sub-division

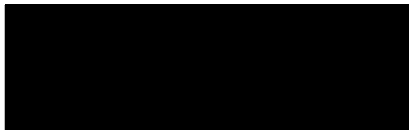
In addition, it is our understanding that at the time of the complaints a new round-about was under construction in the vicinity of the sub-division.

CBM Aggregates staff meet with the MNRF inspector on site regarding this concern in February 2020, when we first heard about it from the MNRF, and again in March 2020. Through this process it was also identified that **some of the noise complaint times did not correspond with our site operating**, but did correspond with overnight construction activities on the 401. This discussion and inspection revealed that the site was operating in compliance and is not providing any undue hardship to local residents.

As we mentioned to MNRF, we would be happy to discuss our operations with the new resident to the area in the Aberfoyle Mills sub-division. The resident refused this offer twice.

Traditionally, we have hosted large Open house events every couple of years to invite the community to see how we operate, and to better understand our business. However, with COVID-19 concerns, we are understandably not planning an event this year. However, we would be happy to arrange a private tour of the site, with the appropriate precautions in place, if that would help the situation.

Kind regards,



Lands Manger – West
CBM Aggregates-Votorantim Cimentos



SAFETY ON LAKE ROAD

Ashley McPhee
Delegate for Township Council
Puslinch, Ontario

OVERVIEW

Increased traffic and speeding along Lake Road has resulted in our community becoming more dangerous. This road is a school bus route and a popular tourist spot connected to the entrance to Old Marina Restaurant and Puslinch Lake. Therefore, It's critical that additional measures are put in place to reduce the risk of injury and potentially save lives.

OBJECTIVE

As Lake road (Wellington Road 32) is managed by the country, we would like to get Puslinch council support to represent the taxpayers and partner with the county to achieve cost effective and permanent solutions.



ILLEGAL COMMERCIAL VEHICLE USE

ILLEGAL
TRACTOR
TRAILERS TRUCKS
ON LAKE ROAD-
DANGER
WALKING
CHILDREN



Illegal Commercial Vehicle Use

- Data summary that Don Kudo provided indicated that Truck traffic is transiting Lake Road
- 100% of tractor trailer traffic is illegal on this road according to the 5 ton per axle maximum (more then 5000 KG)
- A Fully loaded tractor trailer weighs 19,958 KG therefore a truck traveling on this road is over x3 the legal limit
- The frequency of occurrences increase when there is an accident or construction on the 401
- 401 expansion is planned to start is September 2020 with a duration estimated at 3 years

Current Signage

5 Tonnes per Axle (unclear)



Proposed Signage

Tractor Trailers Prohibited (clear)





SPEEDING

Speeding

- Data summary that Don Kudo provided indicated that the industry standard for determining the normal operating speed appears higher than other county 50/km Roads
- Excessive speeding has been noted on many occasions by OPP and residents
- Serious dangerous situations have been encountered on this road due to excessive speed and driver aggression. As recently as June 2020, a driver was charged with multiple offences by the OPP for excessive speeding and throwing a full pop bottle at a baby and mother nearly missing the child's head
- Countless other witness stories can be provided upon request

Speeding Signage

Current Signage



Approved Signage for July 2020



Continued- Speeding

Proposed Solution 1- Install 3 Way Stops

Intersection of Lake Road and Con 2



Intersection of Lake Rd and McClintock Dr



Continued- Speeding

Proposed Solution 2- Install impactful Additional Signage



Continued- Speeding

Proposed Solution 3- Install Seasonal Speed Bumps





INCREASED TRAFFIC

Traffic On Lake Road



Increased Traffic

- Data summary that Don Kudo provided indicated that Traffic volumes recorded in the Spring of 2020 are the consistent with the 10 year average. Due to COVID, this data is not relevant as a comparison as more people are working for home resulting in less road traffic for this period
- According to [Cambridgetimes.ca](https://www.cambridgetimes.ca), waterloo regions population in 2010 was 543,700 compared to 584,259 in 2018. With populations increasing year over year for both Cambridge and Puslinch as well as the region, this road has seen an increase in traffic especially from commuters
- See previous regrading 401 expansion

Increased Traffic Solutions

Current

Shoulder Requiring Repair



No Shoulder



Proposed

New Paved Shoulder





POLICE ENFORCEMENT

POLICE ENFORCEMENT

- Multiple Traffic Calming measures can be implemented however police enforcement is required when drivers continue to break the law putting others in danger
- According to the OPP, there is only one officer allocated to the Puslinch area for patrol

Police Enforcement- Proposed Solutions

Current

- Once officer for entire township

Proposed

- Get help from waterloo region to assist with additional resources
- Work with the OPP to setup regular radar and traffic stops on Lake road

Safety Summary- Lake Road



NEW CLEARER
SIGNAGE RESTRICTING
TRANSPORTS



ADDITIONAL S MEASURES
FOR SPEED REDUCTION



NEW PAVED SHOULDERS



INCREASE POLICE PRESENCE AND
ENFORCEMENT

**Thank You for Your
Consideration With This
Important and Urgent
Community Safety
Issue!**

Additional Requests For Consideration

- Implementation of a Road safety plan in advance of the 401 reconstruction in September 2020
- Review of installation plan for sound barriers for 401 lane expansion
- Semi Annual garbage cleanup scheduled (Spring and Fall) of the little lake shoreline and roadways
- Gather Resident feedback for reconstruction plan on Lake Road scheduled for 2021/2022
- Annual traffic monitoring and analysis shared with residents between #8-42 Lake Road

Safer Roads in Puslinch Township

285 have signed- July 8 2020

<https://www.change.org/p/a-petition-for-safer-roads-in-puslinch-township>

Increased traffic and speeding along Lake Rd and surrounding area are making our community more dangerous. More often we are hearing about hazardous incidents along these roads. Just recently a man was charged after an encounter with a young mom and her baby resulted in him throwing a full pop bottle at the pair as he blasted past them in his vehicle. With more construction coming to the nearby 401, our roads are once again going to be burdened with extra traffic bypassing the work, bringing more cars, more noise pollution and more litter along the roads. It's scary to think about our children playing in our yards and standing on the gravel shoulder on a school bus route while heavy trucks and lines of cars speed by. We need to get out in front of this problem before it gets any more serious.

After bringing these concerns forward to our mayor, our MP, or MPP, Wellington County, the OPP and the Ministries of Natural Resources and of Transportation, we have not been able to come to a resolution. So we the citizens of this great community are getting together to rally for positive change to make our community safer. We are asking you to sign this petition to join us in demanding the safety of our children and families are prioritized above the needs of people who are just passing through to avoid congestion on the highway.

We Request:

- Safety plan which could include a reduced speed limit, speed bumps, sidewalks and/or other traffic calming measures.
- Greater police presence to crack down on transport trucks speeding and breaking rules surrounding weight limits on our roads.

- Plan to measure and address noise pollution resulting from more traffic and construction, including a sound barrier between the highway and Lake Road.
- Community input on the plan to bypass traffic during 401 construction, where the impacts are carefully considered by our local leaders.
- More attention to the pollution and litter in and around Little Lake as more people park their cars to enjoy nature. The parking situation also requires attention.

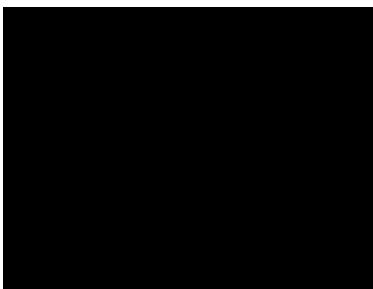
We are asking for a meeting with our local leaders including Mayor James Seeley and our 4 Puslinch Councillors, MP Mike Chung, MPP Ted Arnott, Wellington County Officials and the OPP. We want to begin a dialogue to address our concerns and hear from our leaders how this situation can be improved.

Reasons for signing

Cindy Parsons

6 days ago

Speed limits are there for a reason...safety...for everyone..they're not that hard to follow...I do it every day.



Julia Morgan

7 days ago

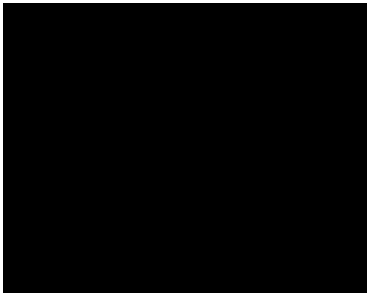
I'm signing because a relative of mine who lives on Lake Road finds the driving past her house too hazardous for the safety of the residents in the area.



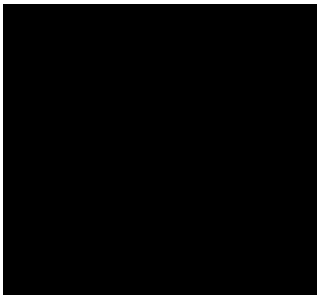
Sarah Irwin

7 days ago

Our friends live on this road and when we visit I'm always nervous with all the fast cars going by. We cross the road to the lake and everyone zips by with 5plus more kids with us.



7 days ago



Terri MacLeod

1 week ago

My cousin and his family live on this road. He has two young daughters. The lake is right across the road from them so they like to use it. It freaks me right out when I'm visiting with my young ones because people are driving way to fast and not being cautious at all.

samantha Bendo

1 week ago

Because I value safety

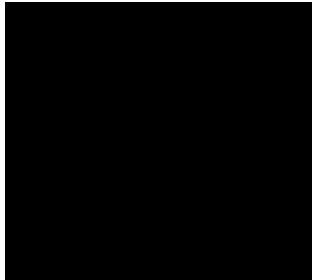
Jody Cummins lambert

[1 week ago](#)

I have family that live on this road, including young nephews learning to ride their bikes. Over the years I've seen clearly the increased traffic down this road and the excessive speed. It is a neighbourhood and it needs to be protected.

[Debbie MacLeod](#)

[1 week ago](#)



[Darlene Gillis](#)

[1 week ago](#)

[Zach McGirr](#)

[1 week ago](#)

There needs to be something put in place in small towns. Some inconsiderate people don't pay attention to speed limits in small towns. So maybe if there was signs if there own kids lived there they would maybe respect and not drive like a total ass

[Fran McPhee](#)

[1 week ago](#)

There is definitely a need to have cars slow down their speed. Because there are no sidewalks, speeding cars pass way too close to people walking along the roadway. Many families with young children and pets live on this street. This road should not be designated as a rural highway

[Joel Cook](#)

[1 week ago](#)

Too many speeders on that road and someone will eventually get seriously hurt

[Sarah Fries](#)

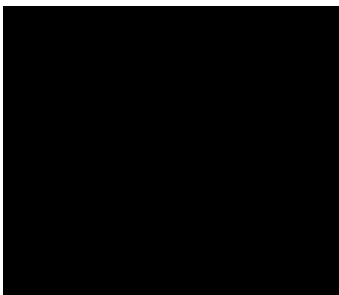
[1 week ago](#)

People need to be respectful, follow the rules and think of others. It's everyone's responsibility to keep this road safe!

[**Jessica Winsor**](#)

[1 week ago](#)

Keep children safe. Keep parents, grandparents, aunts, uncles and friends safe.



[**Emilia McCormack**](#)

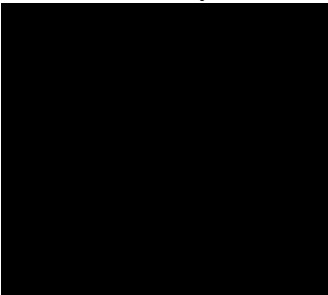
[1 week ago](#)

People can't be trusted to be safe on the roads

[**Jennifer Devitt**](#)

[1 week ago](#)

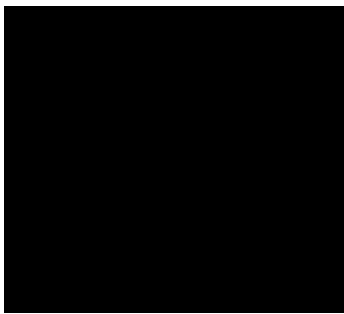
This was my niece and great nephew and I want them safe.



[**Lynne Dobroski**](#)

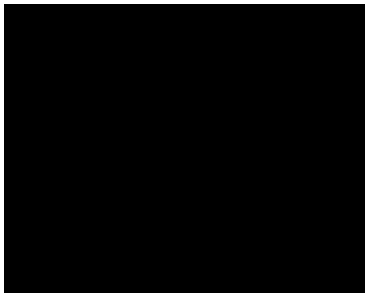
[1 week ago](#)

Although I no longer live in the area, I drove it daily and saw people driving at speeds way over the posted speed limit. Let's keep the residents safe and the area clean



[1 week ago](#)

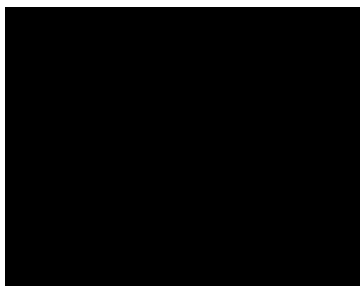
I am a grandmother and also have an a relationship with the family involved!



[Gary Lubbers](#)

[1 week ago](#)

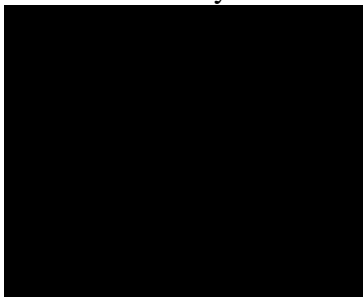
Kids play near street. People need to slow down



[Aaron Vannatto](#)

[1 week ago](#)

I have family on this road, and people are dangerous driving down ir



[Valerie Oliver](#)

[1 week ago](#)

My husband bikes these routes. I want him to come home to us and I have friends living on those roads.



Christian Waltenberry

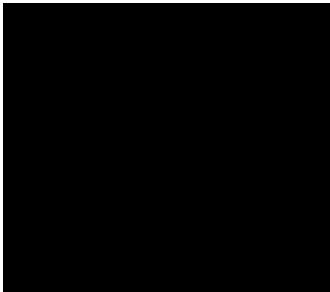
1 week ago

I support my family that lives there and believe they should have their rights heard

Linda Riganowicz

2 weeks ago

Concerns regarding daily speeding, transport truck traffic, dangerous road conditions, tail gating, bullying by other drivers, and lack of police presence. Innumerable emails have been disregarded. This is a school bus route. Traffic calming measures to control unruly drivers (as police are... Read more



Sylvia Bowman

2 weeks ago

Traffic here is ridiculous.

Ashley McPhee

2 weeks ago

Speed and an increased volume in traffic has been an ongoing issue on Lake Road that needs to be resolved for the safety of our community.



2 weeks ago

I'm signing because I live on Ellis rd and it's like the Daytona 500 out here, and the OPP won't do anything

Stefania Aloise

2 weeks ago

I enjoy the peace of the lake and it is disruptive and causes anxiety.

Kelli Wallace

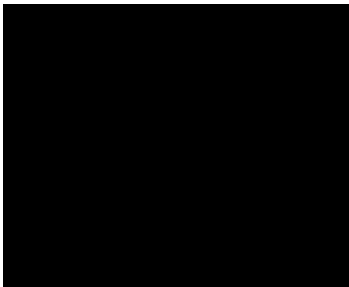
2 weeks ago

Speeders, unsafe passing in a 50k, and Lake Road/Concession 2 is not a trash can for your fast food garbage.

Kris Bigourdan

2 weeks ago

I know those kiddos and want them to be safe ☐ ☐



Louise Hazlett

2 weeks ago

Because I live in puslinch and we need to keep the community safe

Recipient: Mike Chong, Township of Puslinch Council, James Seeley, Don Kudo

Letter: Greetings,
Safer Roads in Puslinch Township

Signatures

Name	Location	Date
Sylvia Bowman	Puslinch, Canada	2020-06-24
James Walke	Guelph, Canada	2020-06-24
Louise Hazlett	Woolwich, Canada	2020-06-24
Tamsin Lambert	Puslinch, Canada	2020-06-24
Jaime McClintock	Cambridge, Canada	2020-06-24
Sarah Hammell	Puslinch, Canada	2020-06-24
Lori Leroux	Cambridge, Canada	2020-06-24
Kim Moulton	Cambridge, Canada	2020-06-24
Sue Jordan	Kitchener, Canada	2020-06-24
Mike Wolf	Puslinch, Canada	2020-06-24
Sandy Gibson	Cambridge, Canada	2020-06-25
Karyn Mank	Puslinch, Canada	2020-06-25
Jesse Lambert	Kitchener, Canada	2020-06-25
Kris Bigourdan	Jacksonville, US	2020-06-25
Kelli Wallace	Cambridge, Canada	2020-06-25
Patricia Denny	Cambridge, Canada	2020-06-25
Melanie Spencer	Kitchener, Canada	2020-06-25
s nichols	Guelph, Canada	2020-06-25
Stefania Aloise	Toronto, Canada	2020-06-25
Raine Thistlethwait	Vancouver, Canada	2020-06-25

Name	Location	Date
Donna Mckenna	Ottawa, Canada	2020-06-25
carissa torchetti	Woodbridge, Canada	2020-06-25
Hayli Tryssenaar	Stratford, Canada	2020-06-25
Emily Mascho	Calgary, Canada	2020-06-25
Ashley Manyonga	Ottawa, Canada	2020-06-25
Wanda Leis	Waterloo, Canada	2020-06-25
Adriana Monzon	West Palm Beach, US	2020-06-25
Judy Seifert	Guelph, Canada	2020-06-25
sophie reich	Columbus, US	2020-06-25
Chyle Umaybas	Montréal, Canada	2020-06-25
Maddi Chenier	Kitchener, Canada	2020-06-25
mara vill	Vaughan, Canada	2020-06-25
CALYN SHANE	Orangeville, Canada	2020-06-25
Haylie Hanchar	Windsor, Canada	2020-06-25
Kent Beattie	Canbridge, Canada	2020-06-25
Andrew Macleod	Puslinch, Canada	2020-06-26
Patrick Worsell	Puslinch, Canada	2020-06-26
Aries Bato	Thompson, Canada	2020-06-26
Fatimah Saeed	Calgary, Canada	2020-06-26
Ashley Simpson	Stratford, ON, Canada	2020-06-26
Bailey Konnath	Fort Worth, US	2020-06-26
Andre Diazleal	Streamwood, US	2020-06-26

Name	Location	Date
Santiago Ruiz	Bala Cynwyd, US	2020-06-26
robby kinstle	US	2020-06-26
Cienna Sahsi	Surrey, Canada	2020-06-26
Kinga Gerloczy	Chilliwack, Canada	2020-06-26
Maya Letourneau	Surrey, Canada	2020-06-26
Azzurae Hawkims	Puyallup, US	2020-06-26
John Haywood	Masset, Canada	2020-06-26
Olivia Fletcher	Allen, US	2020-06-26
Aunyai Blackstock	Durham, US	2020-06-26
morgan whaley	Jacksonville, US	2020-06-26
chana dana	Las Vegas, US	2020-06-26
Ashley McPhee	Puslinch, Canada	2020-06-26
Debbie Schwartz	Kitchener, Canada	2020-06-26
Chantal Parsons	Quinte West, Canada	2020-06-26
Linda Riganowicz	Puslinch, Canada	2020-06-26
Laura Todd	Kitchener, Canada	2020-06-26
Sylvia Bowman	Puslinch, Canada	2020-06-26
Andree-Anne Colpron	Mississippi Mills, Canada	2020-06-26
Beta Gentile	Mississauga, Canada	2020-06-26
Lauren Patterosn	Puslinch, Canada	2020-06-26
Sam Todd	Canada	2020-06-27
Diane Barnard	Kitchener, Canada	2020-06-27

Name	Location	Date
David Du	Toronto, Canada	2020-06-27
Brittany Bates	Toronto, Canada	2020-06-27
Kat Mcinnis	Waterdown, Canada	2020-06-27
adam barnard	Elmira, Canada	2020-06-27
Shona Baur	Toronto, Canada	2020-06-27
Kayla Blackburn	Kitchener, Canada	2020-06-27
Whitney Geddes	London, Canada	2020-06-27
Nakita Thompson	Kitchener, Canada	2020-06-27
Megan Jacklin	Kitchener, Canada	2020-06-27
Carly Blinkhorn	Kitchener, Canada	2020-06-27
Lauren Reinhardt	cambridge, Canada	2020-06-27
Ashley Munroe	Guelph, Canada	2020-06-27
Taylor Smith	Kitchener, Canada	2020-06-27
Shayna Dumbleton	Kitchener, Canada	2020-06-27
Lorie Todd	Toronto, Canada	2020-06-27
Jennifer Roth	Saint Jacobs, Canada	2020-06-27
Thomay Vlahos	Puslinch, Canada	2020-06-27
Victoria Vlahos	Toronto, Canada	2020-06-28
Jim Vlahos	Paris, Canada	2020-06-28
kristen Retieffe	Puslinch, Canada	2020-06-28
Christian Waltenberry	Kitchener, Canada	2020-06-28
Valerie Oliver	Cambridge, Canada	2020-06-28

Name	Location	Date
Matt Bowman	Baden, Canada	2020-06-28
Aaron Vannatto	Markham, Canada	2020-06-28
Gary Lubbers	Canada	2020-06-28
Michele Reuber	Kitchener, Canada	2020-06-29
julie m	Pickering, Canada	2020-06-30
Brittany Goode	Puslinch, Canada	2020-06-30
Matt Goode	Puslinch, Canada	2020-06-30
Steph C	London, Canada	2020-06-30
Catharine Marchand	Cambridge, Canada	2020-06-30
Jaclyn Bowman	Cambridge, Canada	2020-06-30
Wendy Goldstone	Selwyn, Canada	2020-06-30
Tyler Leggo	North Dumfries, Canada	2020-06-30
Jessica Kellerman	Cambridge, Canada	2020-06-30
Jane Jones	Cambridge, Canada	2020-06-30
annette pawlowski	kitchener, Canada	2020-06-30
lois thur	Kitchener, Canada	2020-06-30
Lynne Dobroski	Lambton Shores, Canada	2020-06-30
Karen Campbell	Fonthill, Canada	2020-06-30
Janet Littlejohn	Kitchener, Canada	2020-06-30
Jo Anne Watamanuk	Kitchener, Canada	2020-06-30
Michelle DaSilva	Kitchener, Canada	2020-06-30
Sarah Werbowecki	Toronto, Canada	2020-06-30

Name	Location	Date
Lindsay Hartman	Toronto, Canada	2020-06-30
Erin Bell	Waterloo, Canada	2020-06-30
Stephen McPhee	10 Lake Rd, Canada	2020-06-30
Scott Flannery	Kitchener, Canada	2020-06-30
Dana Dimitroff	Cambridge, Canada	2020-06-30
Danielle Davey	Kitchener, Canada	2020-06-30
Michelle Bieber	Kitchener, Canada	2020-06-30
Sarah Tauvette	Mississauga, Canada	2020-06-30
JoAn Aussems	Cambridge, ON, Canada	2020-06-30
Karen Nixon	Cambridge, Canada	2020-06-30
Alycia Bingeman	Petersburg, Canada	2020-06-30
Jennifer Devitt	Toronto, Canada	2020-06-30
Emma Bruce	Waterloo, Canada	2020-06-30
Whitney Dudeck	Kitchener, Canada	2020-06-30
Brianne Campbell	Welland, Canada	2020-06-30
Dayle Heffernan	Kitchener, Canada	2020-06-30
Emilia McCormack	Guelph, Canada	2020-06-30
Lynley Omalley	Cambridge, Canada	2020-06-30
Bekah Dumbleton	Burlington, Canada	2020-06-30
Susan Tisdale	Kitchener, Canada	2020-06-30
Megan Wolters	Guelph, Canada	2020-06-30
Jaclyn Hudson	New Hamburg, Canada	2020-06-30

Name	Location	Date
Shannon PEREPELYTZ	Cambridge, Canada	2020-06-30
Sandra Wolters WOLTERS	Guelph, Canada	2020-06-30
Jessica Winsor	Kitchener, Canada	2020-06-30
Steph Brown	Canada	2020-06-30
Anna Carr	Canada	2020-06-30
Steven Goode	Puslinch, Canada	2020-06-30
Susan Stinson	Kitchener, Canada	2020-06-30
Nancy Kauffman-Lambert	Carp, Canada	2020-06-30
Lara Green	Cambridge, Canada	2020-06-30
Sherron McClintock	Cambridge, Canada	2020-06-30
Una Glisic	Kitchener, Canada	2020-06-30
Kate Bailie	Kitchener, Canada	2020-06-30
Jessica Young	Elmira, Canada	2020-06-30
Shelby Searam	Kitchener, Canada	2020-06-30
Audrey Moir	Kitchener, Canada	2020-06-30
Gail Moir	Kitchener, Canada	2020-06-30
Jill Melanson	Kitchener, Canada	2020-06-30
Liz Weber	Kitchener, Canada	2020-06-30
Michelle Larose	Guelph, Canada	2020-06-30
Courtney hartman	Kitchener, Canada	2020-06-30
Alaina Standring	Kitchener, Canada	2020-06-30
Kelly Bryan	Kitchener, Canada	2020-06-30

Name	Location	Date
Brittany Kreller	Kitchener, Canada	2020-06-30
Jordan Brown	Guelph, Canada	2020-06-30
Donna Lam	Kitchener, Canada	2020-06-30
Megan OHara	Baden, Canada	2020-06-30
Sarah Fries	Guelph, Canada	2020-06-30
Fran McPhee	Kitchener, Canada	2020-06-30
Joel Cook	Cambridge, Canada	2020-06-30
Kelly Jackson	Cambridge, Canada	2020-06-30
Kendra Sparks	Toronto, Canada	2020-06-30
Lisa Montuoro	Cambridge, Canada	2020-06-30
Jessica McClintock	Toronto, Canada	2020-06-30
Victoria Enright	Cambridge, Canada	2020-06-30
Taylor Mackenzie	Summerside, Canada	2020-06-30
Taylor Turnbull	Cambridge, Canada	2020-06-30
Brett Mclelland	Mississauga, Canada	2020-06-30
Andrew Patterson	Puslinch, Canada	2020-06-30
Gillian Shomphe	Kitchener, Canada	2020-06-30
Haley Nunn	Guelph, Canada	2020-06-30
Michelle Whissell	Cambridge, Canada	2020-06-30
Gillian Montuoro	Cambridge, Canada	2020-06-30
Julie Campbell	Welland, Canada	2020-06-30
Angie Joseph	Toronto, Canada	2020-06-30

Name	Location	Date
melinda russell	cambridge, Canada	2020-06-30
Christina Tuffin	Cambridge, Canada	2020-06-30
Glen Burkholder	Wellesley, Canada	2020-06-30
Ivana Ferreira	Cambridge, Canada	2020-06-30
Jamie Finnie	Cambridge, Canada	2020-06-30
Mary Catherine Flannery	Kitchener, Canada	2020-06-30
Ram Ven	Toronto, Canada	2020-06-30
Rachel Finoro	Guelph, Canada	2020-06-30
Allison Van fleet	Guelph, Canada	2020-06-30
Danielle Werbowecki	Kitchener, Canada	2020-06-30
Debbie McGirr	Maryhill, Canada	2020-06-30
Lindsay Sheppard	Cambridge, Canada	2020-06-30
Jennifer Gaetan	Cambridge, Canada	2020-06-30
Corey Brown	Guelph, Canada	2020-06-30
Ann Vance	Canada	2020-06-30
Nancy Morley	Guelph, Canada	2020-06-30
Zach McGirr	Kitchener, Canada	2020-06-30
Angela Anderson	Guelph, Canada	2020-06-30
Bev Cummins	Guelph, Canada	2020-06-30
Kim Brown	Guelph, Canada	2020-06-30
Peter Uddenberg	Guelph, Canada	2020-06-30
Amanda Hinchliffe	Kitchener, Canada	2020-06-30

Name	Location	Date
Bonnie Barnard	Kitchener, Canada	2020-06-30
Melanie studholme	London, Canada	2020-06-30
Stacey Richter	Kitchener, Canada	2020-06-30
Natalie Nichols	Langley, Canada	2020-06-30
Ryan Maxwell	Kitchener, Canada	2020-06-30
Darlene Gillis	Ellerslie, Canada	2020-06-30
Nate Matthews	Guelph, Canada	2020-06-30
Ayushi Garg	Boston, US	2020-06-30
Kaitlin Vehovc	US	2020-07-01
Khalilah Brooks	Toronto, Canada	2020-07-01
Lori Batac	Winnipeg, Canada	2020-07-01
Bailey Langford	Kitchener, Canada	2020-07-01
Sam Baret	Bronx, US	2020-07-01
nicole roadknight	Guelph, Canada	2020-07-01
lauren menard	Oakville, Canada	2020-07-01
brian mcpartlan	San Jose, US	2020-07-01
Tiffany Aldrich	Port Stanley, Canada	2020-07-01
Diane Rix	Saint Catharines, Canada	2020-07-01
Hoorulain Syed	Brooklyn, US	2020-07-01
Desiree Dumoulin	Kitchener, Canada	2020-07-01
erica deo	Delta, Canada	2020-07-01
Sabrina Da Maren	Guelph, Canada	2020-07-01

Name	Location	Date
Aika Nzisabira	Edmonton, Canada	2020-07-01
Samantha MacLeod	Puslinch, Canada	2020-07-01
andrea moran	Caledonia, Canada	2020-07-01
Debbie MacLeod	Waterdown, Canada	2020-07-01
Kurtis Kindree	Kitchener, Canada	2020-07-01
Ashley Cowell	Guelph, Canada	2020-07-01
Lindsey Marion	stoney creek, Canada	2020-07-01
Teresa MacLeod	Waterdown, Canada	2020-07-01
Nikki Greer	Grimsby, Canada	2020-07-01
Jody Cummins Lambert	Guelph, Canada	2020-07-01
Darryl Parsons	Quinte West, Canada	2020-07-01
Ryan Steels	Cambridge, Canada	2020-07-01
Tracey Rombout	Oakville, Canada	2020-07-01
Justin McGillivray	Guelph, Canada	2020-07-01
Kevin Creed	Waterloo, Canada	2020-07-01
Joanne Caputo	London, Canada	2020-07-01
Vicky Laurensen	Puslinch, Canada	2020-07-01
samantha Bendo	Hamilton, Canada	2020-07-01
Terri MacLeod	rr2 Annan, Canada	2020-07-01
Abby Richardson	Cambridge, Canada	2020-07-01
Melissa Morrison	Waterloo, Canada	2020-07-01
Hillary Fitzgerald	Kitchener, Canada	2020-07-01

Name	Location	Date
Christina Galway	Cambridge, Canada	2020-07-01
candice ferguson	Waterford, Canada	2020-07-01
Sarah Irwin	Hamilton, Canada	2020-07-01
Alo Weinrich	Olney, US	2020-07-01
Rachel Hanigan	Puslinch, Canada	2020-07-01
Patty Wellman	Irvine, US	2020-07-01
Valerie Sheehan	Dundas, Canada	2020-07-01
Courtney Diebold	Kitchener, Canada	2020-07-01
Aruna Renganathan	Frisco, US	2020-07-01
Kylie Stokes	Leander, US	2020-07-01
Alynah Bryn	Port Coquitlam, Canada	2020-07-01
Elizabeth Dollinger	US	2020-07-01
Alexandra Dodd	Lethbridge, Canada	2020-07-01
theo taylor	Barrie, Canada	2020-07-01
Cathy Zammit	Waterdown, Canada	2020-07-01
Julia Morgan	Ithaca, New York, US	2020-07-01
Jennifer Gallant	Flamborough, Canada	2020-07-01
Emily Koehler	Waterloo, Canada	2020-07-01
Kim & Tim Nolan	Cambridge, Canada	2020-07-02
Samantha Meyo	Omaha, US	2020-07-02
Chelsea Asban	Winnipeg, Canada	2020-07-02
Keira Hart	Happy Valley, Canada	2020-07-02

Name	Location	Date
Monique Antoinette Robertson	Columbus, US	2020-07-02
Theresa Pierce	Cambridge, Canada	2020-07-02
Michelle Scott	Oshawa, Canada	2020-07-02
Kate Davidson	Cambridge, Canada	2020-07-02
Andrew MacDougald	Burlington, Canada	2020-07-02
Karen MacDougald	Mitchell, Canada	2020-07-02
Laura Terpstra	Bornholm, Canada	2020-07-02
Leah Walter	Kitchener, Canada	2020-07-02
Sarah Forler	Kitchener, Canada	2020-07-02
Brian and Verity Stott-Camm	Cambridge, Canada	2020-07-02
Tammie Corrigan	Cambridge, Canada	2020-07-02
Cindy Parsons	Canada	2020-07-02
Jeffery Macdougald	Stratford, Canada	2020-07-02
Kim Riehl	New Hamburg, Canada	2020-07-03
Gail Cutting	Cambridge, Canada	2020-07-03
MaryEllen Todd	Cambridge, Canada	2020-07-03
Julie Bree	Kitchener, Canada	2020-07-03
nicole lazic	Kitchener, Canada	2020-07-04
Samantha Lee	Guelph, Canada	2020-07-04
Mariam Shahnawaz	Brampton, Canada	2020-07-04
joanne grove	Cambridge, Canada	2020-07-05
Bruce Zvaniga	Mississauga, Canada	2020-07-05



REPORT FIR-2020-001

TO: Mayor and Members of Council

FROM: Luis Gomes, Fire Chief

MEETING DATE: July 15, 2020

SUBJECT: Puslinch Fire and Rescue Service's 2019 Annual Report

RECOMMENDATIONS

That Report FIR-2020-001 with respect to Puslinch Fire and Rescue Service's 2019 Annual Report be received for information.

DISCUSSION

Purpose

To formally inform Council of the 2019 Emergency Responses and other significant events that affect Puslinch Fire and Rescue Services.

Background

To continue the practice of reporting to Council and keeping council current of the services provided by our Fire Department.

FINANCIAL IMPLICATIONS

No financial Implications to the Township other than the operating and capital expenses required to perform Emergency Response and other associated fire department services.

APPLICABLE LEGISLATION AND REQUIREMENTS

Municipal Act, 2001

Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4

ATTACHMENTS

Puslinch Fire and Rescue Services – 2019 Annual Report



The Corporation of
The Township of Puslinch

7404 Wellington Rd. 34
Puslinch, ON N0B 2J0

Tel: (519) 763-1226

Fax: (519) 763-5846

admin@puslinch.ca

Puslinch Fire and Rescue Services - 2019 Annual Report

Significant Events, Incidents, and Trends

When Puslinch Fire and Rescue responds to a typical emergency - say a car accident, a vehicle fire, or a medical emergency - the emergency itself is usually resolved in a matter of minutes or hours. Our response to Covid-19, however, is anything but typical and our response to it will likely be measured in months. Like so many agencies and businesses, Puslinch Fire and Rescue has had to change the way it carries out its mission and take extra measures to protect the public, ourselves, and our families from the additional risks brought on by Covid-19.

While the core of what we do in the fire service remains largely the same, the way we go about doing our job has changed. Some of the measures we've taken include additional cleaning and disinfection of our fire hall, our gear, and the equipment we use to do our jobs. Personal protective equipment (PPE) is something that we use under normal circumstances in the fire service and with Covid-19 our protocols for wearing PPE have become even more rigorous, including, for example, the donning of N95 masks when responding to medical calls.

Firefighting is very much a hands-on job, and under normal circumstances our training is also very much hands-on and doesn't necessarily lend itself very well to online training. Nevertheless, our training department has become particularly creative recently and we've been able to participate in virtual and interactive training, including a chimney fire training scenario that was both engaging and informative.



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Our department has also had to consider what to do if some of our members should contract the virus. As a department we've established a number of contingency plans we could enact if we ever got to the point where too many of our members got sick. Fortunately, as of this writing at least, we're all healthy.

For those of us in the fire service, we knew that the job comes with its inherent risks and we all accepted those risks when we joined. Now Covid-19 presents a new additional risk not only to us as individuals but also to our loved ones in our homes. The vast majority of us at Puslinch Fire and Rescue are also residents of the township. Despite the additional risks and despite the additional protocols we now follow, we remain committed to serving our community. Even though the way we do our work has changed, you can rest knowing that we'll still be there to help and serve our community to the best of our abilities as we have for the last 52 years.

Article written for the May 2020 issue of the Puslinch Pioneer
Peter VanOordt
Public Fire and Life Safety Educator
Puslinch Fire and Rescue Service



**The Corporation of
The Township of Puslinch**

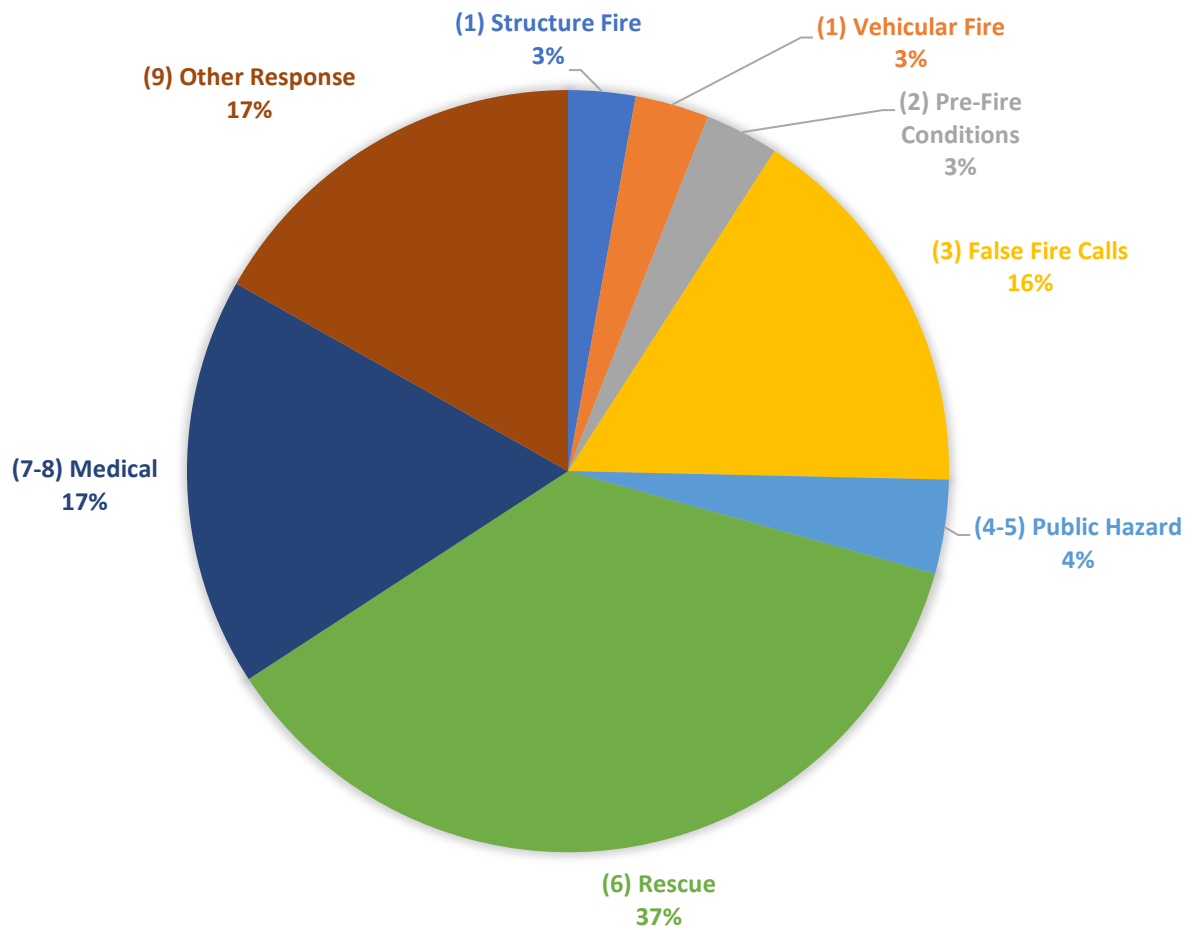
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2019 Emergency Responses





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2019 Emergency Response Report (Summary)

Annual Report:					
Response Type (OFM Classification Codes 1-9)		2019	2018	2017	2019 \$ Loss
(1) Property Fires/Explosions	Structure	10	10	13	\$1,479,600
	Vehicular	11	21	19	\$224,700
	Grass and Bush	2	6	11	\$0
(2) Pre-Fire Conditions		11	11	15	\$0
(3) False Fire Calls		57	67	51	\$0
(4-5) Public Hazard		14	7	15	\$0
(6) Rescue		128	135	151	\$2,000
(7-8) Medical		61	62	47	\$0
(9) Other Response		59	59	37	\$0
Total Incidents		353	378	359	
Estimated Total Dollar Loss Due to Fire		\$1,704,300	\$1,681,000	\$2,001,000	
Estimated Total Dollar Value saved from Fire		\$5,410.300			
Highway 401 Incidents		107	103	103	



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2019 Response/Incident Type (Detailed)

<u>Incident Type</u>	<u>Calls</u>
<u>(1) Fire</u>	<u>23</u>
<u>(2) Pre-Fire Conditions</u>	<u>11</u>
21 Overheat (no fire, e.g. engines, mechanical)	3
23 Open air burning, unauthorized controlled	7
29 Other pre fire conditions (no fire)	1
<u>(3) False Fire Calls</u>	<u>57</u>
3 NO LOSS OUTDOOR fire	9
31 Alarm System Equipment - Malfunction	16
32 Alarm System Equipment - Accidental	9
34 Human - Perceived Emergency	2
35 Human - Accidental	4
36 Authorized controlled burning - complaint	3
37 CO false alarm - perceived emergency (no CO)	5
38 CO false alarm - equipment Malfunction (no CO)	7
39 other False Fire Call	2
<u>(4) Public Hazard</u>	<u>8</u>
41 Gas Leak - Natural Gas	3
42 Gas Leak - Propane	1
43 Gas Leak - Refrigeration	1
44 Gas Leak - Miscellaneous	1
45 Spill - Gasoline or Fuel	1
49 Ruptured Water, Steam Pipe	1
<u>(5) Public Hazard</u>	<u>6</u>
50 Power Lines Down, Arcing	2
53 CO incident, CO present (excluding false alarms)	2
54 Suspicious substance	1
58 Public Hazard call- false alarm	1



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<u>(6) Rescue</u>	<u>128</u>
61 Vehicle Extrication	3
62 Vehicle Collision	121
64 Commercial /Industrial Accident	1
69 Other Rescue	1
698 Rescue no action required	2
<u>(7) Medical</u>	<u>23</u>
702 CPR administered	3
703 Defibrillator used	1
71 Asphyxia, Respiratory Condition	5
73 Seizure	5
76 Chest pains or suspected heart attack	9
<u>(8) Medical</u>	<u>38</u>
84 Medical- Aid Not Required on Arrival	1
85 Vital signs absent, DOA	3
86 Alcohol or drug related	3
88 Accident or illness related	5
89 Other Medical/Resuscitator Call	11
898 Medical/resuscitator call no action	14
899 Medical/resuscitator call false alarm	1
<u>(9) Other Response</u>	<u>59</u>
910 Assisting Other FD: Mutual Aid	1
911 Assisting Other FD: Automatic Aid	1
912 Assisting Other FD: Fire Protection	1
92 Assistance to Police	1
94 Other Public Service	1
96 Call cancelled on route	26
97 Incident not found	17
9B Assistance not required by other agency	10
99 Other response	1
<u>Total Incidents/Responses</u>	<u>353</u>



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Public Education and Fire Prevention Activities in 2019

Puslinch Pioneer Fire Safety monthly articles

Wellington County Seniors Fire Safety Booklet

Resort Campground – On site visits with Campground owners and Camp Fire Burn Policy review

Home Safety Visit program throughout all township resort campgrounds/trailer parks (Emerald Lake, McClintocks, Slovenski, Sunset Villa, Riverbend) - 552 trailer owners visited and received fire safety educational materials. Owners in attendance also received smoke alarm inspections, carbon monoxide alarm checks and fire safety messaging.

Family Day Celebrations at the PCC

Emergency Preparedness Day - West End Guelph Community Centre

Emergency Preparedness Information Day - Rockwood Fire Hall

Kids Day - Aberfoyle Farmers Market

Multiple Fire Investigations

Fire Extinguisher Training at various industries

Canada Day celebrations

Aberfoyle Fall Fair

Beaver Colony Fire Station Tour



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The Township of Puslinch**

7404 Wellington Rd. 34
Puslinch, ON N0B 2J0

Tel: (519) 763-1226

Fax: (519) 763-5846

admin@puslinch.ca

Safe Communities Day in Marden

YMCA Day camp (Aberfoyle Community Centre)

Morrison Park Nursing Home - Presentation to Staff, fire drills and Inspection.

Aberfoyle Public School – Fire Safety presentations, school fire and evacuation drills.



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Fire Department Training Subjects in 2019

Red Cross Medical First Responder Program (Emergency Patient Care)

CPR and Defibrillation

Fire Fighter Safety and Survival

Post Incident Analysis Reviews

Rural Water Supply

Fire and Life Safety Delivery Education

Structural Fire Fighting Search and Rescue

Vehicle Extrication

Performance Appraisal Management

Driver Training

Blue Card Incident Command

Aerial Operations and Ladder Training

Fire Safety Inspections

Professionalism

Railway Emergencies

WHMIS

Forcible Entry

Live fire structure burn scenario



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Legislation

Natural Gas Emergencies

Operations Level Rope Rescue

Fire Fighter Decontamination

Ventilation

Fire Attack Techniques

Fire Ground Communications

Operations Level Confined Space Rescue

Building Construction

Fire Investigation

Water Rescue



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Grant Funding received in 2019

Jenny's Heroes Canada program - \$11,300

FireHouse Subs Public Safety Foundation program - \$19,435.22

Electric Safety Authority - Parachute Leaders In Injury Prevention program -
\$350.00



REPORT FIN-2020-024

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: July 15, 2020

SUBJECT: Ontario Regulation 284/09 – 2020 Budget
File No. F05 BUD

RECOMMENDATIONS

That Report FIN-2020-024 regarding Ontario Regulation 284/09 – 2020 Budget be received; and

That Council adopts Report FIN-2020-024 which meets the requirements of Ontario Regulation 284/09 and outlines the preparation of the 2020 Operating and Capital Budgets to a Public Sector Accounting Board compliant format.

DISCUSSION

Purpose

Ontario Regulation 284/09 requires municipalities that have excluded expenses in their budgets to prepare a report about those excluded expenses and adopt the report by Council Resolution before approving the Township's budget.

Background

In 2009, accounting standards and financial reporting requirements changed significantly, with the most notable change being that of the requirement to report on tangible capital assets (TCA). However, these new accounting standards do not require budgets to be prepared on the same basis.

The Township, like many municipalities, continues to prepare budgets on the traditional cash basis. These budgets do not include the Public Sector Accounting Board (PSAB) requirements of accrual accounting and accounting for non-financial assets such as TCA.

Ontario Regulation 284/09

Allowable excluded expenses as per Ontario Regulation 284/09 can be all or a portion of the following:

- a) Amortization expenses
- b) Post-employment benefit expenses
- c) Solid waste landfill closure and post-closure expenses

The Township excludes amortization expense from its cash based budget. Post-employment benefit expenses (ie. premiums paid for retirees who qualify) are included in the operating budget, therefore no adjustment is required. The Township does not have any landfill expenses and as such, they are not applicable.

The regulation requires the report to contain at a minimum:

- a) An estimate of the change in the accumulated surplus (revenues less expenditures) of the municipality to the end of the year resulting from the exclusion of expenses
- b) An analysis of the estimated impact of the exclusion of expenses on future TCA funding requirements

In addition to these excluded expenses, the cash based budgets prepared by the Township include certain types of transactions that need to be excluded for PSAB reporting purposes. These are not covered in Ontario Regulation 284/09.

- a) Debenture principal repayments (ie. Carroll Pond debenture)
- b) Transfers to discretionary reserves
- c) Contributions from discretionary reserves
- d) Funds from debenture issuances (no new debentures issued for the Township in the 2020 budget)
- e) Fixed Asset/TCA expenditures

Comments

Table 1 below outlines the changes made to convert the balanced 2020 budget prepared under the cash basis of accounting to increase the Township's accumulated surplus in the amount of \$1,775,103.

Table 1	
2020 Budget – Cash Based	
2020 Operating Budget Tax Levy	\$2,866,694
2020 Operating Budget Other Revenues	\$2,273,016
2020 Operating Budget Net Contributions to Discretionary Reserves	-(\$43,637)
2020 Operating Budget Expenditures	-(\$5,096,073)
Surplus/(Deficit)	\$0
2020 Capital Budget Funded	\$5,411,598
2020 Capital Budget Expenditures	-(\$5,411,598)
Surplus/(Deficit)	\$0
Add Expenditures Excluded from Cash Based Budget	
Amortization Expense – 2019 Audited Financial Statements – Note A	-(\$1,403,392)
<i>Exclusion Impact on Accumulated Surplus/ (Deficit)</i>	-(\$1,403,392)
Remove Non PSAB Items from 2020 Cash Based Budget	
Debenture Principal Repayments	\$0
Transfers to Discretionary Reserves (Capital Budget)	\$1,333,066
Transfers to Discretionary Reserves (Operating Budget)	\$328,750
Contribution from Discretionary Reserves (Capital Budget)	-(\$2,036,240)
Contribution from Discretionary Reserves (Operating Budget)	-(\$285,113)
Funds from Debenture Issuances	\$0
Budgeted Tangible Capital Asset Acquisitions – Note B	<u>\$3,838,032</u>
Total Non PSAB Items Removed from Cash Based Budget	\$3,178,495
<i>Total Impact on 2020 Accumulated Surplus/(Deficit)</i>	\$1,775,103

Note A - Amortization expense of \$1,403,392 has a major impact on the 2020 accumulated surplus amount. The amortization expense reduces the surplus amount and also reduces the net book value of the TCA reported on the audited statement of financial position.

Note B - TCA purchases of \$3,838,032 is higher than the amortization expense of \$1,403,392. The Township's Asset Management Program and the implementation of CityWide's Asset Manager module will enable the Township to plan effectively for the replacement of current infrastructure based on the replacement costs noted in the system. The 2020 Capital Budget and Forecast was prepared taking into consideration the 2019 Asset Management Plan.

The Township's projected accumulated surplus at the end of 2020 is as follows:

December 31, 2019 Audited Accumulated Surplus	\$24,344,599
Projected Impact of 2020 Budget	\$1,775,103
2020 Estimated Ending Accumulated Surplus	\$26,119,702

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this report. The intent is to describe the conversion of the cash based operating and capital budgets to a PSAB budget compliant format.

APPLICABLE LEGISLATION AND REQUIREMENTS

Ontario Regulation 284/09 of the Municipal Act, 2001

ATTACHMENTS

None



REPORT FIN-2020-025

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: July 15, 2020

SUBJECT: Remuneration and Expenses Paid to Members of Council and Others -
2019
File No. F16 REM

RECOMMENDATIONS

THAT Report FIN-2020-025 regarding the Remuneration and Expenses Paid to Members of Council and Others – 2019 be received; and

THAT the Remuneration and Expenses paid to Members of Council and Others during the year 2019 be posted on the Township's website.

DISCUSSION

Purpose

Section 284 (1) of The Municipal Act, 2001 requires the Treasurer of a Municipality to submit a statement to Council itemizing remuneration and expenses in each year on or before March 31st paid to the following:

1. each Member of Council in respect to his or her services as a member of Council or any other body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of Council.
2. each person, other than a member of Council, appointed by the Municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Background

The authority to pay Council and Committee members remuneration or per diems, including benefits (if applicable) and reimbursement of business expenses for the 2019 fiscal year is found in By-law No. 012-2018.

The Township provides reasonable remuneration or per diems to members of Council and Committee appointees.

The Township also provides expense reimbursement to Members of Council and Committee members for reasonable and permitted expenses incurred while carrying out their respective roles and responsibilities.

Members of local boards who are appointed by the Township also receive payments from the local boards. These payments must be reported per Section 284 (1) of the Municipal Act, 2001.

Schedule A lists the total Remuneration and Expenses paid out to Members of Council and Others During the Year 2019 in accordance with Section 284 (1) of the Municipal Act, 2001.

Financial Implications

Funds are provided in the Council Operating Budget for Council's remuneration and reimbursement for reasonable and permitted expenses. Funds are also provided in the Committee cost centres for remuneration and expenses paid to Committee members. These are budgeted annually through the Operating Budget process.

The expenses shown in Schedule A include both mileage and allowable business expenses per the Township's policies.

Applicable Legislation and Requirements

Section 284(1), Municipal Act, 2001

Attachments

Schedule A – Remuneration and Expenses Paid to Members of Council and Others During the Year 2019.

Township of Puslinch
Remuneration and Expenses Paid to Members of Council and Others During 2019

			Sub-Total	Sub-Total	
Member of Council	Remuneration *	Benefits **	Remuneration	Expenditures	Grand Total
	\$	\$	\$	\$	\$
James Seeley, Mayor	26,770	1,710	28,481	-	28,481
Matthew Bulmer, Councillor	18,045	6,853	24,898	1,779	26,677
Jessica Goyda, Councillor	18,045	6,853	24,898	1,553	26,451
Ken Roth, Former Councillor	14,812	5,088	19,900	-	19,900
John Sepulis, Councillor	18,045	6,853	24,898	112	25,010
Totals	\$ 95,717	\$ 27,358	\$ 123,075	\$ 3,443	\$ 126,518

Effective January 1, 2019, the one-third tax free allowance is eliminated in accordance with the Federal Budget.

** Benefits include employer portion of Extended Health Care, Hospital Semi-Private, Dental, Drug, Vision Care, and Out of Province Coverage, Employer's Health Tax (EHT) and Canada Pension Plan (CPP) if applicable. Employment Insurance (EI) is exempt.

Township of Puslinch
Remuneration and Expenses Paid to Members of Council and Others During 2019

			Sub-Total	Sub-Total	
Committee *	Local Board **	Member	Remuneration/ Per Diem	Expenditures	Total
			\$	\$	\$
Committee of Adjustment	N/A	Amardeep Basi	\$ 931	\$ -	\$ 931
Committee of Adjustment	N/A	John Daniel Kennedy	\$ 1,117	\$ -	\$ 1,117
Committee of Adjustment	N/A	Dennis O'Connor	\$ 1,117	\$ -	\$ 1,117
Committee of Adjustment	N/A	Dianne Paron	\$ 186	\$ -	\$ 186
Committee of Adjustment	N/A	Paul Sadhra	\$ 931	\$ -	\$ 931
N/A	Conservation Halton	Stephen Gilmour	\$ 375	110	\$ 485
N/A	Conservation Halton - Source Protection Committee	David Rodgers	\$ 800	102	\$ 902
N/A	Grand River Conservation Authority	Chris White	\$ 4,762	662	\$ 5,423
N/A	Hamilton Conservation Authority	Susan Fielding	\$ 4,740	676	\$ 5,416
Totals			\$ 14,957	\$ 1,550	\$ 16,507



REPORT FIN-2020-026

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: July 15, 2020

SUBJECT: Treasurer's Investment Report for 2019
File No. F12 STA and A09 INV

RECOMMENDATIONS

That Report FIN-2020-026 regarding the Treasurer's Investment Report for 2019 be received; and

That Council accepts the Treasurer's statement that based on the information supplied by Canaccord Genuity Wealth Management, the cash and temporary investments held by the Township of Puslinch during the calendar year 2019 were all prescribed in accordance with Section 418 of the Municipal Act, 2001 and were all eligible as outlined in Ontario Regulation 438/97 and that all related transactions in 2019 comply with the investment policies and goals adopted by the Township on August 13, 2014; and

That no changes be made to the Policy at this time.

DISCUSSION

Purpose

The purpose of this report is to provide Council with the Treasurer's Investment Report for 2019 as required by Ontario Regulation 438/97 of the Municipal Act.

Background

Pursuant to Ontario Regulation 438/97 of the Municipal Act, the Treasurer for the Township shall prepare an investment report to Council containing the following:

- a statement about the performance of the portfolio of investments;

- a description of the estimated proportion of the total investments that are invested in long-term and short-term securities and a description of the change, if any, in that estimated proportion since the previous year's report;
- a statement by the treasurer regarding whether the investments are consistent with the investment policies and goals adopted by the municipality;
- a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security.

Investment Income

A comparison of the investment income allocated to the Operating Fund and Restricted Reserve Fund in 2019 and 2018 is outlined below:

Description of Fund	2019	2018
Operating Fund	\$169,859	\$131,548
Restricted Reserve Fund	\$32,180	\$21,744
Total	\$202,039	\$153,292

The total investment income of \$202,039 provided an average rate of return of 3.07% (2018 – 2.50%). The average rate of return was calculated based on the amount of investment income obtained in 2019 divided by the average book value of the Township's cash and investment position at December 31, 2019 and December 31, 2018.

Investment income earned has increased in 2019 compared to 2018 due to the increase in the interest rates on the Township's investments.

Portfolio Summary

The portfolio summary as of December 31, 2019 and December 31, 2018 at current value consisted of the following:

Type	2019 (\$)	2019 (%)	2018 (\$)	2018 (%)
Cash	\$4,766,372	65%	\$3,267,076	56%
Temporary Investments	\$2,597,817	35%	\$2,541,771	44%
Total	\$7,364,190	100%	\$5,808,847	100%

Overall the Township's available cash and temporary investments has increased by \$1.6M or 26.8% in 2019 compared to 2018. The increase predominantly relates to the following:

- A higher amount of accounts payable and accrued liabilities in 2019 compared to 2018 mostly related to the purchase of the Tandem Axle Dump Truck in Public Works which was

received in 2019 and paid to Viking Cives in 2020 (approximately \$342K of accounts payable).

- A lower amount of security deposits released in 2019 compared to 2018. In 2018, the Township released securities to a major developer amounting to \$976K.
- Increase in restricted reserve contributions received (ie. development charges, federal gas tax and cash in lieu of parkland). The Township received contributions of \$897K in 2019 compared to \$603K in 2018.

The Township's temporary investments as of December 31, 2019 consist of the following:

Issuer	Type	Issue Date	Maturity Date	Principal	Current Value	Interest Rate
DUCA – Canaccord Genuity	1 year fixed GIC	March 7, 2019	March 6, 2020	\$250,000	\$255,923	2.90%
Kindred – Canaccord Genuity	1 year fixed GIC	March 7, 2019	March 5, 2020	\$250,000	\$255,923	2.90%
Westminster Savings – Canaccord Genuity	1 year fixed GIC	March 13, 2019	March 13, 2020	\$1,024,700	\$1,048,489	2.90%
Affinity - Canaccord Genuity	1 year fixed GIC	July 17, 2019	July 17, 2020	\$1,026,013	\$1,037,482	2.45%
Total				\$2,550,713	\$2,597,817	

The investments noted in the table above are 100% guaranteed:

- DUCA Financial Services Credit Union and Kindred Credit Union are 100% guaranteed by DICO/Ontario up to \$250,000 per investment.
- Westminster Savings Credit Union investment is 100% guaranteed by CUDIC/British Columbia.
- The Affinity Credit Union investment is 100% guaranteed by CUDGC.SK/Saskatchewan.

The Township also maintains a surplus operating cash balance to meet any unexpected financial obligations.

Investment Policy

The Township's investment policy was approved by Council in their meeting on August 13, 2014 through Council Resolution No. 2014-292. The investment policy is attached as Schedule A to Report FIN-2020-026 and it sets out the investment policy of the Township. Ontario Regulation 438/97 recommends that Council at least annually review the investment policy and update it, as necessary, as a result of the review.

Operational Service Efficiency Review

In November 2019, the County of Wellington (County) and its seven member municipalities completed an Operational Service Efficiency Review with KPMG. The review identified several opportunities to develop a county-wide coordinated investment strategy and management approach. Currently, each municipality within the County manages their investments individually. There is an opportunity to develop a county-wide investment strategy and management approach for cash, debt and reserve funds. The main objective of this opportunity is to create greater rates of returns from municipal funds, which contributes to the long-term financial sustainability of each municipality. Municipalities are increasingly pooling their investments to achieve greater rates of returns with lower management fees. This opportunity has been discussed at County Treasurer's Meetings and will be further explored in 2021.

Financial Implications

There is no financial impact directly associated with this report.

Applicable Legislation and Requirements

Ontario Regulation 438/97 of the Municipal Act, 2001

Attachments

Schedule A: Investment Policy

TITLE: INVESTMENT POLICY

DATE: August 13, 2014

SUBJECT: INVESTMENTS OF SURPLUS FUNDS
File No. A09 INV

Purpose:

To govern and ensure the **prudent** management of the Township of Puslinch's surplus funds and investment portfolio in accordance with the authority for investments provided under Section 418 of the Municipal Act, 2001 and Ontario Regulation 438/97.

Scope:

This policy includes all funds that are the responsibility of the Township of Puslinch ("Township").

Definitions:

Credit Risk: the risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

Diversification: a process of investing assets among a range of security types by sector, **maturity**, and quality rating.

Interest Rate Risk: the risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

Liquidity: a measure of an asset's convertibility to cash.

Long-Term Securities: investments with duration of greater than 365 days at the time of acquisition.

Major Chartered Banks: the following are the six **major chartered banks** referred to in this policy:

- Royal Bank of Canada
- Canadian Imperial Bank of Commerce
- Bank of Montreal
- Bank of Nova Scotia

- Toronto Dominion Bank
- National Bank of Canada

Market Risk: the risk that the value of a security will increase or decrease as a result of changes in market conditions.

Market Value: current market price of a security.

Maturity: the date on which payment of a financial obligation is due.

ONE Investment Program: a professionally managed group of investment funds composed of pooled investments that meet eligibility criteria as defined by regulations under the Municipal Act. The Local Authority Services Limited (LAS) and CHUMS Financing Corporation (CHUMS) operate this program.

Prudent Person Rule: an investment standard outlining the fiduciary responsibilities relating to the investment practices of public fund investors.

Safekeeping: holding of assets (e.g., securities) by a financial institution.

Short-Term Securities: investments with duration of 365 days or less at the time of acquisition.

Township: The Corporation of the Township of Puslinch

Objectives:

Under Ontario Regulation 438/97, Council shall adopt a statement of the municipality's investment policies and goals. The goals and objectives for the investing of surplus funds are as follows, in priority order:

a. Adherence to Statutory Requirements:

All investment activities shall be governed by the Municipal Act, 2001. Investments will be those deemed eligible under Ontario Regulation 438/97 or as authorized by subsequent provincial regulations, and as further defined in this policy.

b. Preservation of Capital:

Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

c. Maintenance of **Liquidity**:

The investment portfolio shall remain sufficiently liquid to meet all cash flow

requirements and to minimize temporary borrowing requirements. To the greatest extent possible, the portfolio will be structured such that securities mature concurrent with anticipated cash demands. Furthermore, since all possible cash demands cannot be anticipated, the portfolio shall consist largely of securities with active secondary or resale markets. A portion of the portfolio may also be placed in local government investment pools (eg. **One Investment Program**) that offer **liquidity** for short-term funds.

d. Yield:

Without compromising other objectives, the **Township** shall maximize the rate of return earned on its portfolio. Investments are generally limited to relatively low risk securities in anticipation of earning a fair return relative to the assumed risk.

Standards of Care:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence would exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Authorized **Township** staff acting in accordance with the Act and regulations thereto and this investment policy, and exercising due diligence, shall be relieved of personal responsibility for the **credit risk**, **interest rate risk**, or **market risk** of any particular security, provided deviations from expectations are reported promptly to Council and the liquidation or the sale of securities is carried out in accordance with the terms of this policy.

Ethics and Conflict of Interest:

Authorized **Township** staff involved in the investment process shall:

- Refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions; and
- Not undertake personal investment transactions with the same individual with whom business is conducted on behalf of the **Township**.

Delegation of Authority:

The Director of Finance/Treasurer will have overall responsibility for the **prudent** investment of the **Township's** portfolio including authorization to:

- Invest surplus funds of the **Township** in accordance with the Municipal Act, 2001, Ontario Regulation 438/97, and this policy;

- Enter into arrangements with banks, investment dealers and brokers, and other financial institutions for the purchase, sale redemption, issuance, transfer and **safekeeping** of securities;
- Execute and sign documents on behalf of the **Township** (**safekeeping** agreements must also be signed by the Chief Administrative Officer);
- Designate certain **Township** staff to carry out the day to day management of the investment program; and
- Perform all other related acts in the day to day management of the investment program.

Safekeeping & Custody:

All securities shall be held for **safekeeping** by a financial institution or institutions approved by the **Township**. Individual accounts shall be maintained for each portfolio. All securities shall be held in the name of the **Township**. The **Township** may consolidate all holdings with one institution.

The depository shall issue a **safekeeping** receipt to the **Township** listing the specific instrument, rate, **maturity** and other pertinent information. The depository will also provide reports which list all securities held for the **Township**, the book value of holdings and the **market value** thereof.

Authorized Investments:

The **Township** may invest in certain securities as set out by Ontario Regulation 438/97 of the Municipal Act.

The portfolio aims for both **diversification** and near risk-free investments to ensure security of capital. Emphasis is placed on securities offered by or unconditionally guaranteed by the Government of Canada, a Province of Canada or the six **major chartered banks**.

The **Township** shall invest only in securities that are expressed or payable in Canadian dollars.

Investment in a municipal investment pool as allowed by Ontario Regulation 438/97, such as the **One Investment Program** is an appropriate investment.

Diversification:

The **Township** shall diversify its investments to the best of its ability based on the type of funds invested and the cash flow needs of those funds. **Diversification** can be by type of investment, number of institutions invested in and length of **maturity**. Investment in a municipal investment pool as allowed by Ontario Regulation 438/97, such as the **One Investment Program**, should be considered an appropriate method of investment **diversification**.

Maximum Maturity:

The **Township** shall hold sufficient funds in short-term investment instruments in order to maintain adequate **liquidity** and meet the day to day cash flow requirements.

To the extent possible, the **Township** shall match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the **Township** will not directly invest in securities maturing more than ten (10) years from the date of purchase. Restricted reserves and other funds with longer-term investment horizons may be invested in securities exceeding ten (10) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of funds.

Performance Benchmarks:

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return through budgetary and economic cycles that is commensurate with the investment risk tolerance, constraints and cash flow needs of the **Township**. The **market value** of the portfolio shall be calculated at the end of each fiscal year by the Director of Finance/Treasurer. This is a requirement for financial statement purposes and ensures that a review of the investment portfolio, in terms of value and price volatility, has been performed. The investment portfolio will be designed to obtain, at a minimum, market rates of return taking into account the **Township's** investment risk tolerance, constraints and cash flow needs.

Reporting:

The Director of Finance/Treasurer, in accordance with legislative requirements, shall submit an annual investment report to Council. The investment report will include the following:

- a.) A statement about the performance of the investment portfolio during the period covered by the report;
- b.) A description of the estimated proportion of the total investments of a municipality that are invested in its own **long-term securities** and **short-term securities** to the total investment of the municipality and a description of the change, if any, in that estimated proportion since the previous year's report;

- c.) A statement by the Director of Finance/Treasurer as to whether or not, in his or her opinion, all investments were made in accordance with the investment policies and goals adopted by the **Township**;
- d.) A record of the date of each portfolio transaction of the **Township's** securities, including a statement of the purchase and sale price of each security; and
- e.) Such other information that the Council may require or that, in the opinion of the Director of Finance/Treasurer, should be included.



REPORT FIN-2020-027

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: July 15, 2020

SUBJECT: 2019 Annual Building Permit Report
File No. C11 BUI

RECOMMENDATIONS

THAT Report FIN-2020-027 regarding the 2019 Annual Building Permit Report be received.

DISCUSSION

Purpose

The purpose of this report is to inform Council of the building permit fees collected for 2019, and the costs associated with the administration and enforcement of the Building Code Act.

Background

In accordance with Section 7(4) of the Building Code Act, every 12 months, each principal authority shall prepare a report that contains such information as may be prescribed about any fees authorized and costs of the principal authority to administer and enforce the Building Code Act in its area of jurisdiction.

Therefore, the Township is required to prepare an annual report, in order to enhance transparency and ensure that the building permit fees do not exceed the anticipated reasonable delivery service expense.

As a requirement of Ontario Regulation 332/12 of the Building Code Act, the Annual Report must include the following:

- a) Total fees collected in the 12-month period from January 1, 2019 to December 31, 2019,

- b) The direct and indirect costs of delivering services related to the administration and enforcement of the Act within the Township,
- c) A breakdown of the costs described in (b) above into at least the following categories:
 - I. Direct costs of administration and enforcement of the Act, including the review of applications for permits and inspection of buildings, and
 - II. Indirect costs of administration and enforcement of the Act, including support and overhead costs, and
- d) If a reserve fund has been established for any purpose relating to the administration or enforcement of the Act, the amount of the fund at the end of the 12-month period referred to in clause (a) above.

The Building Code Act also requires that the Township give notice of the preparation of an annual building permit fees report to every person and organization that has requested that the Township provide the person or organization with such notice and has provided an address for the notice. As of the date of this report, the Township has not received any requests for this report.

Revenue

In 2019, the Building Department issued 261 permits (2018 – 273).

For the full year 2019, the Building Department budgeted revenues of \$438,870. The actual operating revenue earned was \$479,092 or \$40,222 more than the 2019 budget primarily due to the following:

- higher than expected residential and farm building permits issued resulting in higher actual revenues compared to budget.

Expenses

The only impact to the Township's property tax revenues related to building permit activity is the recovery from the Building Department for indirect costs such as human resources, finance/accounting, customer service, information technology, and facility space.

The total budgeted (direct and indirect) operating expenses for the Building Department for the year 2019 was \$678,567. The total actual expenses for the Building Department for the year 2019 was \$589,577. The actual expenses were below the 2019 budget by \$88,989 primarily due to the following:

- Lower actual contract services expenditures related to RSM Building Consultants.
- Lower actual salary and benefit expenditures related to staff vacancies.

A financial summary for the year ended December 31, 2019 is attached as Schedule A to this report.

Building Surplus Reserve

The Building Code Act requires that the total amount of Building Permit fees meets the total costs for the municipality to administer and enforce the Building Code Act and regulations. Building permit fees were established to fully recover the Township's cost of providing building permit services, including an allocation of administrative overhead/indirect costs. Any surplus revenue from building permit fees is transferred to a reserve, to be drawn upon in years of declining building activity.

The Building department ended 2019 with an operating deficit of \$110,486 (2019 revenues of \$479,092 less 2019 expenditures of \$589,577). The deficit of \$110,486 was transferred from the Building Surplus Reserve.

The balance of the reserve as at December 31, 2019 is \$593,667. The reserve activity in 2019 and the balance of the Building Surplus Reserve as of December 31, 2019 is shown in Schedule B to this report.

Financial Implications

The Township's 2019 expenditures include inspections related to previously issued building permits from previous years. The revenue associated with these previously issued building permits would be recognized in the year that the building permit was issued (ie. 2018 and prior).

The Township as part of its 2020 User Fees and Charges By-law increased all building permit fees by the Consumer Price Index inflation rate of 2.0% for cost recovery purposes. It is recommended that as part of the 2021 User Fees and Charges By-law, that the fees in the building department be reviewed to ensure ongoing cost recovery.

Additionally, similar to previous years, the building department pays a portion of other corporate overhead costs related to indirect support and services. It is recommended that as part of the 2021 Budget process, that these indirect cost allocations be reviewed to ensure they continue to be reasonable.

Applicable Legislation and Requirements

Building Code Act

Ontario Regulation 332/12 of the Building Code Act

Attachments

Schedule A – Financial Summary for the Year Ended December 31, 2019

Schedule B – Building Surplus Reserve Balance as of December 31, 2019



REPORT FIN-2020-028

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: July 15, 2020

SUBJECT: 2019 Lease Financing Agreement Summary Report
File No. A09 LEA

RECOMMENDATIONS

That Report FIN-2020-028 regarding the 2019 Lease Financing Agreement Summary Report be received; and

That Council accepts the Treasurer's statement that all lease financing agreements are non-material and have been made in accordance with the Township's Lease Financing Agreement Policy as outlined in Schedule B to Report FIN-2020-028.

DISCUSSION

Purpose

The purpose of this report is to comply with the Treasurer's reporting requirements as set out by Ontario Regulation 653/05 of the Municipal Act, 2001.

Background

Lease financing agreements represent long-term commitments of the municipality beyond the term of Council. It is a requirement pursuant to Section 11 of Ontario Regulation 653/05, as amended, at least once a year, the Treasurer report to Council to ensure all lease financing agreements have been made in accordance with the Township's approved policy which is attached as Schedule B to this report.

The intent of the Act and regulation is to impose a higher level of due diligence on lease financing agreements for municipal capital facilities.

A list of the Township's active lease financing agreements as of December 31, 2019 and December 31, 2018 are outlined in Schedule A. Each of the leases on the attached Schedule A represent a non-material lease in accordance with the Township's Lease Financing Agreement Policy.

Financial Implications

The Township's 2018 and 2019 leases consist of 1 photocopier lease and 1 postage meter lease. The expiry dates for the current agreements range from 2021 to 2022. See below for a summary of the information provided in Schedule A to this report:

- Annual cost of lease financing agreements in 2019 is \$5,023
- Remaining balance of the payments in future years is \$11,814 as of December 31, 2019 and \$16,837 as of December 31, 2018.
- Remaining balance of lease payments in future years as a percentage of the Township's combined long-term debt including leases is 100% as of December 31, 2019 and 100% as of December 31, 2018 as the Township repaid its long-term debt in 2018
 - a) As of December 31, 2019 and December 31, 2018, the Township has zero long-term debt.

Applicable Legislation and Requirements

Ontario Regulation 653/05 of the Municipal Act, 2001

Attachments

Schedule A – Treasurer's 2019 Lease Financing Agreements Summary Report

Schedule B – Lease Financing Agreement Policy

Township of Puslinch
Treasurer's 2019 Lease Financing Agreements Summary Report

Schedule A

Department	Lessor	Description of Lease	Lease Term	# of Units	Annual Cost	Full Term Cost	Dec. 31, 2018 Balance Remaining	2019 Cost	Dec. 31, 2019 Balance Remaining
Corporate	Pitney Bowes	Postage Meter	Dec. 1, 2018 to Nov. 30, 2021	1	\$ 653	\$ 1,958	\$ 1,903	\$ 653	\$ 1,251
Corporate	LBEL Inc.	Photocopier	Nov. 20, 2016 to April 20, 2022	1	\$ 4,371	\$ 24,040	\$ 14,934	\$ 4,371	\$ 10,563
			Totals		\$ 5,023	\$ 25,997	\$ 16,837	\$ 5,023	\$ 11,814
Total of all other long-term debt (includes both principal and interest)							\$ -		\$ -
						Percentage	100.0%		100.0%

TITLE: LEASE FINANCING AGREEMENT POLICY

DATE: May 6, 2015

SUBJECT: LEASE FINANCING AGREEMENT POLICY
File No. A09 LEA

Purpose:

1. To adopt a statement of the Township of Puslinch's (Township) lease financing agreement policies and goals. Ontario Regulation 653/05, as amended, requires the adoption of such a statement before a municipality may enter into a lease financing agreement.
2. To provide guidance to staff when contemplating lease arrangements for the provision of **Municipal Capital Facilities** as defined in Ontario Regulation 603/06, as amended.
3. To ensure that both staff and Council are aware of the entire cost of the financial lease, of any special risks to the **Township** that are attached to the lease agreement and that alternative sources of financing have been considered.

Definitions

Financing Lease: a lease allowing for the provision of **Municipal Capital Facilities** and the lease may or will require payment by the municipality beyond the term of Council;

Municipal Capital Facilities: includes land, as defined in the Assessment Act, works, equipment, machinery and related systems and infrastructures.

Material Lease: a **Financing Lease** that would result in a **Material Impact** for the **Township**.

Material Impact: means costs or risks that significantly affect, or would reasonably be expected to have a significant effect on, the debt and financial obligation limit prescribed under Ontario Regulation 403/02, as amended.

Township: the Corporation of the Township of Puslinch

Statement of Lease Financing Agreement Policies and Goals:

1. The **Township's** objective is to preserve and improve the long-term financial health of the **Township** and to ensure that prices paid for goods and services make optimum use of **Township** resources. When staff consider the option of a lease financing arrangement, the evaluation of the option must strictly adhere to this goal.
2. Prior to entering into a **Material Lease** the following considerations will be taken into account:
 - a. The financial risks and benefits of the lease transaction, such as a comparison between the fixed and estimated costs and the risks associated with the proposed agreement and those associated with other methods of financing, the effective rate(s) of interest, a sensitivity analysis for leases with variable lease payments, a schedule of all fixed amounts of payment and that which may be required by any extension or renewal of the agreement, and a statement of any contingent payment options associated with termination, replacement, loss, guarantees and indemnities;
 - b. The non-financial risks and benefits of the lease transaction;
 - c. County of Wellington feedback after written notification to the County is provided regarding the lease financing agreement being considered;
 - d. The independent legal and financial opinions of the transaction, including the legality of the terms and provisions of any proposed agreement or agreements, and any other legal considerations affecting the lease transaction;
 - e. An assessment regarding whether the financial and non-financial risks associated with the agreement are reasonable; and
 - f. An assessment regarding whether the cost of financing in the proposed financing agreement is lower than other methods of financing available to the **Township** such as debt, reserves, operating funds.
 - g. The costs and risks associated with a proposed lease financing agreement in the report shall be assessed as of the date the report is made. The summary of information in the report shall include all information required for the entire term of the proposed lease financing agreement, including any possible extensions or renewals.
 - h. At any time after a report regarding a potential lease financing agreement has been made, but before the proposed lease financing agreement is

entered into, if the Director of Finance/Treasurer becomes of the opinion that a changed circumstance with respect to the proposed agreement may result in a **Material Impact** for the **Township**, the Director of Finance/Treasurer shall as soon as reasonably possible update the report and present the updated report to Council.

3. The Director of Finance/Treasurer, in accordance with legislative requirements, shall submit an annual report on lease financing agreements to Council. The report shall include the following:
 - a. A description of the estimated proportion of the total financing arrangements of the **Township** that is undertaken through lease financing agreements to the total long-term debt of the **Township** and a description of the change, if any, in that estimated proportion since the previous year's report;
 - b. A statement by the Director of Finance/Treasurer as to whether, in his or her opinion, all lease financing agreements were made in accordance with the statement of leasing policies and goals adopted by the **Township**; and
 - c. Any other information that Council may require or that, in the opinion of the Director of Finance/Treasurer, should be recorded.

Non-Material Lease Financing Agreements:

1. It is recognized that certain categories of **financing leases** will not involve costs or risks that will significantly affect, or would reasonably be expected to have an effect on the financial debt repayment and financial limits prescribed for the **Township**. The following leases are considered non-material leases:
 - a. Leases for office equipment including photocopiers, multi-functional printers, postage meters, etc. which have been entered into in accordance with the **Township's** Purchasing and Procurement Policy; and
 - b. Leases of real property where the lease is nominal, token consideration or consideration that does not exceed the materiality level of the audited financial statements.



REPORT FIN-2020-029

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: July 15, 2020

SUBJECT: 2019 Commodity Price Hedging Agreements
File No. A09 HED

RECOMMENDATIONS

That Report FIN-2020-029 regarding 2019 Commodity Price Hedging Agreements be received; and

That Council accepts the Treasurer's statement that based on the information supplied by Local Authority Services (LAS), all commodity price hedging agreements are consistent with the Township's statement of policies and goals related to the use of financial agreements to address commodity pricing and costs as outlined in Schedule B to Report FIN-2020-029.

DISCUSSION

Purpose

The purpose of this report is to comply with the Treasurer's reporting requirements as set out by Ontario Regulation 653/05 of the Municipal Act, 2001.

Background

Section 7(1) of Ontario Regulation 653/05, as amended states that if a municipality has commodity price hedging agreements in place, the Treasurer of the municipality must prepare and present to Council once every fiscal year a detailed report on all of those agreements. The report must contain the following information:

1. A statement about the status of the agreements during the period of the report, including a comparison of the expected and actual results of using the agreements.

2. A statement by the Treasurer that all of the agreements entered into during the period of the report are consistent with the municipality's statement of policies and goals related to the use of financial agreements to address commodity pricing and costs.

The Township entered into hedging agreements for natural gas and electricity procurement through Local Authority Services Limited (LAS), a wholly owned subsidiary of the Association of Municipalities of Ontario (AMO). These agreements are as follows:

- The Electricity Agency Appointment and Retainer Agreement dated September 19, 2012
- The Agency Appointment Agreement for Natural Gas dated January 11, 2006 and revised on June 15, 2007

The Commodity Price Hedging Policy was approved by Council through adoption of By-law No. 56/12, attached as Schedule B to Report FIN-2020-029.

Natural Gas Procurement Program

The LAS Natural Gas Procurement Program currently includes 170+ participating organizations. An annual price (per m³) for all natural gas consumption is determined by LAS and reflects LAS's completed gas purchases and expectations for spot market natural gas costs for the one-year period. LAS purchases physical natural gas and provides it to all enrolled municipalities based on their consumption requirements.

There is not a hedge percentage in the LAS Natural Gas Procurement Program. In situations when LAS over collects fees (ie. when spot market prices are lower than LAS's expectations), LAS provides the municipality with a rebate.

Electricity Procurement Program

The LAS Electricity Procurement Program currently includes 130+ municipalities. LAS removes municipal accounts from government (default) pricing and instead purchases electricity forward price contracts for much of the municipality's consumption.

The Township hedges 50% of its electricity requirements while the remaining 50% is purchased at spot market prices.

Purpose of Hedging

The goal of hedging is not to speculate on the future price of a commodity, but rather to fix its price to an agreed amount. Volatile shifts in utility prices create significant challenges for municipalities in terms of meeting utility budgets. This uncertainty in energy pricing can impact decision making and cost control. The LAS programs offer more stable energy pricing.

Utility costs are unpredictable. Therefore, in any given year there is the possibility that the hedged cost may be higher than the current spot market cost which would result in a higher cost to the Township.

Council at its meeting held on June 15, 2016 requested that future Commodity Price Hedging reports include scale of risk to the Township, information from LAS with respect to risk and whether this risk is insured. Schedule A attached to Report FIN-2020-029 includes specific information from LAS regarding the risk questions posed by Council.

Financial Implications

Natural Gas

The 2019 actual natural gas costs amounted to \$20,057. The Township's natural gas costs have decreased from 2018 to 2019 as outlined in the table below.

Account	Facility	2018 Actuals	2019 Actuals
01-0070-4202	PCC	\$4,482	\$4,040
01-0080-4202	ORC	\$5,941	\$4,921
01-0170-4202	Municipal Office	\$11,756	\$11,096
Total		\$22,179	\$20,057

The decrease in costs from 2018 to 2019 relates to a decrease in the LAS commodity price rates and a decrease in consumption rates from 2018 (83,004 m³) to 2019 (80,916 m³).

The Township utilized the LAS Natural Gas Procurement Program at the following commodity price rates from 2016 to 2020:

Time Period	Price per m ³ – includes LAS program fee	LAS Program Fee
Nov. 2015 to Oct. 2016	\$14.9 cents/m ³	\$0.003789 cents/ m ³
Nov. 2016 to Oct. 2017	\$12.9 cents/ m ³	\$0.003789 cents/ m ³
Nov. 2017 to Oct. 2018	\$11.9 cents/ m ³	\$0.003789 cents/ m ³
Nov. 2018 to Oct. 2019	\$10.6 cents/ m ³	\$0.003789 cents/ m ³
Nov. 2019 to Oct. 2020	\$9.4 cents/ m ³	\$0.003789 cents/ m ³

Outlined in the table below are the commodity price rates charged by Union Gas compared to LAS from 2016 to present:

Date	Union Gas Effective Commodity Price (cents/m ³) ¹	LAS Effective Commodity Price (cents/m ³)	LAS Savings (Loss) (cents/m ³)
Apr-20	\$12.1894	\$9.4	\$2,7894
Jan-20	\$13.4040	\$9.4	\$4.0040
Oct-19	\$13.3356	\$10.6	\$2.7356
Jul-19	\$16.2957	\$10.6	\$5.6957
Apr-19	\$17.1237	\$10.6	\$6.5237
Jan-19	\$18.0395	\$10.6	\$7.4395
Oct-18	\$15.1421	\$11.9	\$3.2421
Apr-18	\$13.9327	\$11.9	\$2.0327
Jan-18	\$15.9153	\$11.9	\$4.0153
Oct-17	\$17.1859	\$12.9	\$4.2859
Jul-17	\$19.2334	\$12.9	\$6.3334
Apr-17	\$17.4434	\$12.9	\$4.5434
Jan-17	\$16.7188	\$12.9	\$3.8188
Oct-16	\$10.8927	\$14.9	-\$4.0073
Jul-16	\$9.7246	\$14.9	-\$5.1754
Apr-16	\$9.2053	\$14.9	-\$5.6947
Jan-16	\$9.4846	\$14.9	-\$5.4154

The LAS natural gas rate was lower than the Union Gas rates from January 2017 to present. If LAS collects more revenue through the set program rate than is required to run the program, an amount is rebated back to municipalities. The rebate provided is based on the quantity of natural gas consumed during the rebate period. In 2019, the Township received a rebate of \$1,446 for the period of November 1, 2017 to October 31, 2018. The rebate for the November 1, 2018 to October 31, 2019 period will be determined in 2020.

¹ Historical Natural Gas Rates

<http://www.ontarioenergyboard.ca/oeb/Consumers/Natural+Gas/Natural+Gas+Rates/Natural+Gas+Rates+--Historical>

The following table shows the savings of \$6,430 for the Township based on hedging the natural gas rates with the LAS program:

Month	LAS Savings /m3	Usage (m3)	Savings
January	\$0.074395	13,406	\$997
February	\$0.074395	18,492	\$1,376
March	\$0.074395	12,615	\$938
April	\$0.065237	8,470	\$553
May	\$0.065237	5,498	\$359
June	\$0.065237	1,515	\$99
July	\$0.056957	1,187	\$68
August	\$0.056957	825	\$47
September	\$0.056957	1,025	\$58
October	\$0.027356	3,336	\$91
November	\$0.027356	9,778	\$267
December	\$0.027356	4,768	\$130
Total		80,916	\$4,984
Rebate			\$1,446
Total Savings			\$6,430

Electricity

Schedule C to Report FIN-2020-029 includes pricing details and expectations for 2019 obtained from LAS.

The 2019 actual electricity costs amounted to \$77,981. The Township's electricity costs have decreased from 2018 to 2019 as outlined in the table below. The decrease relates to a decrease in consumption and lower electricity costs due to the implementation of LED street lighting throughout the Township.

Account	Facility	2018 Actuals	2019 Actuals
01-0030-4201	Public Works -Railway Crossing	\$667	\$678
01-0030-4400	Public Works - Streetlights	\$37,714	\$21,188
01-0070-4201	PCC	\$12,632	\$11,159
01-0080-4201	ORC	\$26,874	\$25,794
01-0110-4201	Parks	\$2,558	\$2,703
01-0170-4201	Municipal Office	17,799	16,459
	Total	\$98,244	\$77,981

There are no rebates for the electricity program as LAS purchases a financial hedge for each participating municipality at a negotiated cost (per/kWh) and settles, as retailer, along with the spot market cost of power.

The Township obtained an Electricity Commodity Cost Review completed by LAS for the 2019 fiscal period as outlined in Schedule D to Report FIN-2020-029. The total actual electricity savings in 2019 amounted to \$5,252 or 12.7% (savings of \$7,249 or 15.1% – 2018) when compared to prevailing government Time-of-Use and Tiered rates.

	2018				2019			
	RPP Cost	LAS Cost	\$ Saving/ Loss	% Saving/ Loss	RPP Cost	LAS Cost	\$ Saving/ Loss	% Saving/ Loss
Hedge Accounts	\$30,408	\$25,786	\$4,622	15.2%	\$31,550	\$28,739	\$2,811	8.9%
Streetlights	<u>\$17,616</u>	<u>\$14,989</u>	\$2,627	14.9%	<u>\$9,920</u>	<u>\$7,479</u>	<u>\$2,441</u>	<u>24.6%</u>
Total	\$48,024	\$40,775	\$7,249	15.1%	\$41,470	\$36,218	\$5,252	12.7%

The two sections below (Hedge Accounts and Streetlight Accounts) summarize Schedule D to Report FIN-2020-029.

LAS Electricity Procurement Program – Excluding Streetlights

The Township utilized the LAS Electricity Procurement Program at the following rates for 50% of the Township's electricity for all accounts excluding streetlights:

Year	Price per kWh – includes LAS program fee	LAS Program Fee
2016	\$2.601 cents/kWh	\$0.0015 cents/kWh
2017	\$2.38 cents/kWh	\$0.0015 cents/kWh
2018	\$2.141 cents/kWh	\$0.0015 cents/kWh
2019	\$2.4 cents/kWh	\$0.0015 cents/kWh

The following table summarizes Schedule D to Report FIN-2020-029 – Hedge Accounts:

	2018	2019
Total Adjusted Usage (kWh) * See Note 1	379,041	354,305
Unadjusted Usage (kWh)	350,718	328,019
Hedge Price	\$0.02141	\$0.02400
LAS Program Hedge (kWh)	\$195,021	\$185,286
Cost of Hedge	\$4,175	\$4,447
Weighted Avg Spot Market Price (\$/kWh)	\$0.0234	\$0.0200
Cost of Spot Market Electricity- ie. 50% of Unhedged Usage	\$4,314	\$3,377
Global Adjustment Market Charge (\$/kWh)	\$0.0512	\$0.0656
Global Adjustment Market Charge	\$17,959	\$21,526
Less: Loss Amount (\$)	(\$663)	(\$610)
Avg LAS Price per KWh (incl. Global Adjustment)	\$0.0680	\$0.0811
Total Cost of LAS Program	\$25,786	\$28,739
Comparable Time-of-Use (RPP) Cost (\$/kWh)	\$0.0867	0.0962
Comparable Time-of-Use (RPP) Cost * See Note 2	\$30,408	\$31,550
Township Savings/(Loss)	\$4,622	\$2,811

Note 1 – Assumed that all accounts are RPP/TOU eligible (i.e. under 250,000kWh/year consumption)

Note 2 - Time-of-use (TOU) rates used for each month are based on the rates for that month with the following split: 55% off-peak, 22.5% mid-peak., and 22.5% on-peak.

LAS Electricity Procurement Program – Streetlights

Streetlights enrolled in the program continue to be billed at the prevailing spot market rates. Electricity costs are typically lower for streetlight accounts because streetlights are primarily operated when demand for electricity is lowest (i.e. overnight – from dusk to dawn), and with lower demand comes lower spot market rates.

The LAS program fee for streetlight accounts is \$6 per month per account.

The following table summarizes Schedule D to Report FIN-2020-029 – Streetlight Accounts:

	2018	2019
Total Adjusted Usage (kWh)	228,588	111,486
Unadjusted Usage (kWh)	209,330	102,093
RPP Usage - 1st Tier Price (kWh)	87,848	36,110
RRP Usage – 2nd Tier Price (kWh)	121,483	75,376
Avg Spot Market Price (\$/kWh) * See Note 3	\$0.0193	\$0.0193
Total Cost of Spot Purchase (incl. LAS Program Fee of \$6 per account per month)	\$4,422	\$2,155
Global Adjustment Market Charge (\$/kWh)	\$0.0524	\$0.0541
Global Adjustment Market Charge	\$10,966	\$5,519
Less: Loss Amount (\$)	(\$399)	(\$195)
Avg LAS Price per KWh (incl. Global Adjustment)	\$0.0680	\$0.0811
Total Cost of LAS Program	14,989	\$7,479
Comparable Time-of-Use (RPP) Cost (\$/kWh)	\$0.0842	\$0.0972
Comparable Time-of-Use (RPP) Cost * See Note 4	\$17,616	\$9,920
Township Savings/(Loss)	\$2,627	\$2,441

Note 3 - This price represents the average HOEP for the hours of operation of a typical streetlight account using an approved streetlight profile.

Note 4 – Tiered RPP rates for the periods reviewed were:

- January - April 2018 - 7.7 and 9.0 cents/kWh
- May 2018 - October 2019 - 7.7 and 8.9 cents/kWh
- November 2019 - December 2019 11.9 and 13.9 cents/kWh

Applicable Legislation and Requirements

Ontario Regulation 653/05 of the Municipal Act, 2001

Attachments

Schedule A – Information from LAS Regarding Risk Questions

Schedule B – By-law No. 56/12 - Commodity Price Hedging Policy

Schedule C – LAS Electricity Program Pricing Details for 2019

Schedule D – LAS Electricity Commodity Cost Review – 2019

Questions & Responses

1. In the past, the Township's facilities were all metered separately under their own accounts with Hydro One. None of these separate accounts exceeded the limit to remain on the Regulated Price Plan (RPP), which is the regulated price hedge established by the Province. This negated any need or benefit of enrolling in any other hedge program.

LAS Responses

The Township still maintains separate accounts with Hydro One, still receives a bill from Hydro One for each one of those accounts, and each account still does not exceed the limits of the RPP. However, that has no bearing on the need or any benefits that would come as a result of participating in the LAS Electricity Program. This program is offered *as an alternative* to the government regulated rates, and neither the rates of the LAS Electricity Program or those regulated by the Ontario Energy Board claim to be the cheapest rates possible. Additionally, as outlined in my email, there are other benefits to the LAS Program beyond the price a municipality pays for its electricity.

2. What has changed to make this program more cost effective and less of a financial risk than remaining with Hydro One on the RPP?

LAS Response

It is not a given that the “default” rates are the cheapest. Further, the idea of a hedge is not solely meant to provide the cheapest price possible, but also build in an element of budget stability, which assists in addressing the risk side of things.

Rates are not determined by Hydro One, but rather by the Ontario Energy Board (OEB). The OEB reviews these rates regularly and price changes are announced every 6 months, taking effect at May 1st and November 1st. Until the last two price announcements, there had been a regular trend of price increases to Time-of-Use (TOU) rates every 6-months for several years. It is important to note that the program provides an element of budget stability by fixing a portion of the commodity price (i.e. the hedge) for a calendar year, thus negating any changes to TOU rates during a particular program year. This is in effect “insurance” against unforeseen increases to TOU pricing, and in doing so your municipality is reducing its risk.

To specifically answer the question, what has changed is the market. As demonstrated in the email, the Global Adjustment portion of total commodity pricing has increased from about 6% of the total commodity cost in 2008 up to about 80% of the total commodity cost in 2016. However, with the recent announcement targeting the Global Adjustment portion of electricity bills for a 17% reduction, along with the early results in 2017, we’re confident the market has begun to “correct” itself.

3. Section 3.1 (d) indicates that we have agreed to provide collateral or performance assurance required under any Financial Agreement. Which of our assets has

Council or staff decided to make available as collateral? What amount of our cash reserves has Council or staff decided to set aside to provide performance assurance?

LAS Response

Neither Puslinch, nor any other municipality participating in the LAS Electricity Program has provided a list of assets or cash reserves as collateral. The key words in this particular clause are “if” and “Financial Agreements.” We don’t typically enter into financial agreements that require them, but if we do, then the municipality may be asked to do so. No assets or cash reserve have been put up by Puslinch, and if you were required to do so, the program contact would be well aware as to why.

4. In Section 3.1 g) We agree to provide an undefined amount of prudential support. In the context of the Ontario electricity market “prudential support” is the financial security required by the Independent Electricity System Operator (IESO) from market participants to cover any losses due to other defaulting or late paying electricity customers. In effect we have agreed to taking on a portion of the economic risk of the retail electricity market.

LAS Response

The clause references the “distributor,” which in this case is Hydro One, not the IESO. All this clause is saying is that if, in this case Hydro One, requests further information from the municipality in order for the municipality to enter into this type of agreement, that municipality would provide LAS with that information to pass along to the LDC (i.e. Hydro One).

5. Section 3.1 e) We are to keep the terms of this agreement confidential.

LAS Response

The agreement to confidentiality is done to protect such things as hedging strategies or advice that may be provided by LAS or our 3rd party service providers, not to hide anything contained within the agreement from public record.

6. In Section 3.3 We agree to pay termination fees that result from any default of a financial agreement even if we are not the defaulting party.

LAS Response

Note that electricity is purchased for municipal members for one calendar year (i.e. 365 days). All this clause is stating is that the municipality is responsible for electricity purchases made on behalf of the municipality for that 365 day period regardless of any defaulting that may occur, be it LAS or the municipality that defaults. In other words, we’ve purchased electricity for a year for your municipality, so regardless of whether LAS default or the municipality defaults, the bills will still get paid.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 56/12

Being a by-law to authorize the Township of Puslinch to establish a policy respecting Commodity Price Hedging for the Township of Puslinch.

WHEREAS Council for the Corporation of the Township of Puslinch considers it desirable to establish a Commodity Price Hedging policy.

NOW THEREFORE BE IT RESOLVED THAT Council does hereby enact the following as a By-law;

1. THAT the Corporation of the Township of Puslinch does hereby adopt a policy respecting Commodity Price Hedging as attached hereto and marked as Schedule "A" to this By-law.
2. THAT this By-law shall take effect upon the date of passage.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 19th DAY OF SEPTEMBER, 2012.



Mayor Dennis Lever



Brenda Law, CAO/Clerk-Treasurer

APPENDIX A

FINANCE POLICY

SUBJECT: COMMODITY PRICE HEDGING POLICY

1. Interpretation

This policy is to be interpreted and applied in accordance with the requirements of the *Municipal Act, 2001* ("the Act") and any regulations passed thereunder ("the regulations"). Terms used in the policy have the meanings applicable to those terms in the corresponding sections of the Act and the regulations.

2. Purpose

The purpose of this policy is to adopt a statement of the municipality's commodity price hedging policies and goals. Section 6(1) of O. Reg. 653/05 requires the adoption of such a statement before the municipality may enter into commodity price hedging agreements.

3. Statement of Commodity Price Hedging Policies and Goals

- (a) The Township of Puslinch will consider commodity price hedging agreements as a means of fixing, directly or indirectly, or enabling the municipality to fix, the price or range of prices to be paid by the municipality for the future delivery of some or all of the commodity or the future cost to the municipality of an equivalent quantity of the commodity, where it is advantageous for the municipality to do so.
- (b) In determining whether a particular commodity price hedging agreement is advantageous for the municipality, the following considerations will be taken into account:
 - (i) Any and all projects of the municipality are projects for which commodity price hedging agreements will be appropriate;
 - (ii) If, at the time, it is the opinion that fixed costs and estimated costs of the municipality will be reduced by virtue of the use of such an agreement;

- (iii) If, at the time, it is the opinion that the future price or cost to the municipality of the applicable commodity will be lower or more stable than it would be without the agreement;
- (iv) If, at the time, the project includes a detailed estimate of the expected result of using such an agreement;
- (v) If, at the time, it is the opinion that the financial and other risks to the municipality that would exist with the use of such an agreement will be lower than the financial and other risks to the municipality that would exist without such an agreement;
- (vi) If, at the time, it is the opinion that the agreement contains adequate risk control measures relating to such an agreement, such as,
 - (1) Limited credit exposure based on credit ratings and/or on the degree of regulatory oversight and/or on the regulatory capital of the other party to the agreement,
 - (2) a standard agreement,
 - (3) ongoing monitoring with respect to the agreement.

LAS Electricity Program Pricing Details for 2019

LAS recently completed a tendered purchase for the 2019 Electricity Program hedge that includes 133 enrolled municipalities. The term of the purchase is from January 1 to December 31, 2019, which coincides with the conclusion of the 2018 program year.

Effective January 1, 2019, the LAS program hedge cost will be \$24.00/MW (2.4¢/kWh), including fees. See the chart below for the expected total commodity calculation.

Spot market consumption

It is impossible to predict the spot market cost of electricity as it is dependent on the supply and demand of electricity on an hour-by-hour basis. However, over the past 12-months the weighted average spot market price was **2.240 ¢/kWh**.

Global Adjustment = The average Global Adjustment charge over the past 12-months was **9.694 ¢/kWh**. LAS has added 5% to this charge as a precaution for 2019 budgeting.

Global Adjustment Modifier = July 1, 2017 saw the introduction of another factor in determining the total commodity costs – the Global Adjustment Modifier. Under the Ontario Fair Hydro Plan, the Ontario Energy Board sets an amount that electricity distributors and others will apply to reduce the GA payable by eligible customers on electricity consumed **between May 1, 2018 and April 30, 2019***. The GA Modifier is set at **-4.44 ¢/kWh**. As it is unknown what will happen to the GA modifier following April 30, 2019, LAS has split rate expectations into two parts – an expectation up until April 30, 2019 that includes the GA Modifier, and one from May 1 – December 31, 2019 that excludes the GA Modifier.

**Please note that the GA Modifier is only applicable to RPP eligible accounts, including streetlight accounts, consuming less than 250,000 kWh annually. Your municipality may also have non-RPP eligible accounts enrolled in the program, in which case the GA Modifier will not be applicable.*

The following chart illustrates the expected average total commodity cost in 2019 based on the 2019 LAS hedge price at 50% and similar market pricing over the last 12-months.

Expected Commodity Costs @ 50% Hedged

	Price (¢/kWh)	Ratio	Total (¢/kWh)
LAS 2019 Hedge Price (including program fee)	2.400 ¢/kWh	50%	1.200 ¢/kWh
Avg. Spot Market – HOEP	2.240 ¢/kWh	50%	1.120 ¢/kWh
Global Adjustment	9.233 ¢/kWh	105%	9.694 ¢/kWh
Global Adjustment Modifier (until April 30, 2019)	-4.440 ¢/kWh	100%	-4.440 ¢/kWh
Expected Total Commodity Rate (Jan. 1 - Apr. 30, 2019)			7.574 ¢/kWh
Expected Total Commodity Rate (May 1 - Dec. 31, 2019)			12.014 ¢/kWh
Expected Total Commodity Rate (2019 Average)			10.549 ¢/kWh

Notes:

- Average weighted HOEP price from November 2017 to October 2018. Past averages may not be indicative of future costs.
- Average Global Adjustment charge from December 2017 to November 2018 (plus 5% for caution)
- Based on November 2018 rates and assuming a usage pattern of 55% off-peak, 22.5% mid-peak, and 22.5% on-peak (representative of a typical municipal account) the TOU rate is 8.66 ¢/kWh.

There will be points during the term when the spot market cost is lower than the LAS hedge price. However, there will also be points during the term where the opposite is true, where the spot market price is higher than the LAS Hedge price. The hedge portion is intended to safeguard against large swings in the spot market during peak heating and cooling seasons, whereas the exposure to the spot market can lower your commodity cost during low-market rate periods.

Streetlight Accounts:

All enrolled streetlight accounts will continue to bill at the prevailing spot market rates in 2019. As mentioned above, the Global Adjustment Modifier will be applicable to streetlight accounts as well, so long as they are RPP eligible and fall under the 250,000 kWh threshold.

Electricity costs are typically lower for streetlight accounts because streetlights are primarily operated when demand for electricity is lowest (i.e. overnight – from dusk to dawn), and with lower demand comes lower spot market rates. Over the most recent 12 months, the average streetlight commodity price was **1.659 ¢/kWh**.

Expected Streetlight Costs

Global Adjustment Modifier	-4.440 ¢/kWh
Expected Total Commodity Rate (Jan. 1 - Apr. 30, 2019)	6.913 ¢/kWh
Expected Total Commodity Rate (May 1 - Dec. 31, 2019)	11.353 ¢/kWh
Expected Total Commodity Rate (2019 Average)	9.888 ¢/kWh

Notes:

- Average spot market cost based on streetlight profile of an Ontario LDC - October 2017 to September 2018. Costs within different LDC service areas may vary slightly.
- Average Global Adjustment charge from December 2017 to November 2018 (plus 5% for caution)
- Rate is the higher of the two-tier RPP rates as many municipal streetlight accounts get charged the majority of usage at the upper tier.

Current Time-of-Use (TOU) and RPP Rates

Effective November 1, 2018, Time of Use (TOU) electricity rates remained static, as follows:

- On-Peak 13.2 ¢/kWh (7-11am and 5-7pm M-F)
- Mid-Peak 9.4 ¢/kWh (11am-5pm M-F)
- Off-Peak 6.5 ¢/kWh (7pm-7am M-F, plus weekends and holidays)

The RPP rates for 'eligible' municipal accounts, effective November 1, 2018 are:

- Up to 750 kWh – 7.7 ¢/kWh
- All Additional Usage – 8.9 ¢/kWh

The RPP ended in 2009 for municipal accounts with annual consumption of >250,000kWh; accounts that exceed this threshold, and which are not enrolled with a retailer (such as LAS) are billed at the weighted average spot market rate.

Puslinch LAS Electricity Commodity Cost Review - 2019

Mar-20

Hedge Accounts

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
Total Adjusted Usage (kWh) * See Note 1	49,607	48,157	36,521	21,546	23,132	21,715	23,872	22,052	19,175	19,402	22,327	46,799
Unadjusted Usage (kWh)	46,201	44,860	33,857	19,841	21,361	19,995	21,966	20,272	17,639	17,851	20,563	43,613
Enrolled Accounts	15	15	15	15	12	12	12	12	12	12	12	12
Hedge Price Including Program Fees (\$/kWh)	\$0.02400	\$0.02400	\$0.02400	\$0.02400	\$0.02400	\$0.02400	\$0.02400	\$0.02400	\$0.02400	\$0.02400	\$0.02400	\$0.02400
LAS Program Hedge (kWh)	27,100	25,475	20,398	11,002	11,141	11,021	11,442	11,141	10,705	11,169	11,639	23,153
Cost of Hedge Including LAS Program Fee	\$650.40	\$611.40	\$489.55	\$264.05	\$267.39	\$264.50	\$274.61	\$267.37	\$256.92	\$268.07	\$276.94	\$555.67
Weighted Avg. Spot Market Price (\$/kWh)	\$0.02782	\$0.02789	\$0.02734	\$0.01557	\$0.00758	\$0.00483	\$0.02191	\$0.01613	\$0.01434	\$0.00725	\$0.02071	\$0.02191
Cost of Spot Market Electricity	\$628.15	\$632.61	\$440.80	\$164.18	\$90.89	\$51.65	\$272.35	\$176.00	\$121.46	\$59.68	\$223.42	\$518.08
Global Adjustment Market Charge (\$/kWh)	\$0.0230	\$0.0522	\$0.0367	\$0.0369	\$0.0871	\$0.0829	\$0.0938	\$0.0306	\$0.0878	\$0.1373	\$0.1073	\$0.0857
Cost of Global Adjustment	\$1,063.55	\$2,342.59	\$1,243.23	\$732.52	\$1,860.76	\$1,657.76	\$2,060.62	\$620.52	\$1,548.92	\$2,451.07	\$2,206.43	\$3,737.65
Total Cost LAS Program	\$2,340	\$3,587	\$2,174	\$1,161	\$2,219	\$1,974	\$2,608	\$1,064	\$1,927	\$2,779	\$2,707	\$4,811
Avg LAS Price per kWh (incl. GA)	\$0.0472	\$0.0745	\$0.0595	\$0.0539	\$0.0959	\$0.0909	\$0.1092	\$0.0482	\$0.1005	\$0.1432	\$0.1212	\$0.1028
Comparable Time-of-Use (RPP) Cost * See Note 2	\$4,001	\$3,885	\$2,932	\$1,718	\$1,859	\$1,741	\$1,912	\$1,765	\$1,536	\$1,554	\$2,771	\$5,877
Loss Amount (\$)	\$90.93	\$89.56	\$68.73	\$36.50	\$28.17	\$29.37	\$43.95	\$40.14	\$31.93	\$30.39	\$40.63	\$79.99
Monthly Savings / (Cost)	\$1,752	\$388	\$827	\$594	-\$331	-\$204	-\$651	\$741	-\$360	-\$1,195	\$105	\$1,145

354,306 Consumption (kWh)

185,286 Hedge (kWh)
52% Hedge %

\$0.087 Average LAS cost per kWh

\$31,550.09 Total TOU Cost
\$0.00

\$2,810.63 Savings from LAS Enrollment

8.9% LAS Savings Compared to TOU

Streetlight Accounts

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
Total Adjusted Usage (kWh)	19,721	17,473	20,418	17,196	4,550	4,730	4,694	4,502	4,598	4,722	4,427	4,454
Unadjusted Usage (kWh)	18,059	16,001	18,698	15,747	4,167	4,332	4,298	4,123	4,211	4,324	4,054	4,079
Enrolled Accounts	11	11	11	11	3	2	2	2	2	2	2	2
RPP Usage - 1st Tier Price (kWh)	7,480.71	7,320.59	7,506.38	7,263.33	848.38	814.81	814.31	811.69	813.00	814.69	810.65	811.03
RPP Usage - 2nd Tier Price (kWh)	12,240.12	10,152.54	12,912.10	9,932.93	3,701.92	3,915.32	3,879.48	3,690.52	3,785.00	3,906.91	3,615.85	3,643.28
Average Spot Market Price - (\$/kWh) * See Note 3	0.02455	0.02768	0.02677	0.01482	0.00698	0.00138	0.01405	0.01160	0.01011	0.00656	0.01697	0.01730
Cost of Spot Purchase (Including LAS Program Fee)	\$484.15	\$483.66	\$546.60	\$254.85	\$31.76	\$6.53	\$65.95	\$52.23	\$46.49	\$30.97	\$75.12	\$77.06
Global Adjustment Market Charge (\$/kWh)	\$0.0230	\$0.0522	\$0.0367	\$0.0369	\$0.0871	\$0.0829	\$0.0938	\$0.0306	\$0.0878	\$0.1373	\$0.1073	\$0.0857
Cost of Global Adjustment	\$415.73	\$835.57	\$686.60	\$581.40	\$362.98	\$359.13	\$403.23	\$126.20	\$369.73	\$593.70	\$434.95	\$349.57
Total Cost LAS Program	\$900	\$1,319	\$1,233	\$836	\$395	\$366	\$469	\$178	\$416	\$625	\$510	\$427
Avg LAS Price per kWh (incl. GA and LAS fee)	\$0.0456	\$0.0755	\$0.0604	\$0.0486	\$0.0868	\$0.0773	\$0.1000	\$0.0396	\$0.0905	\$0.1323	\$0.1152	\$0.0958
Comparable RPP Cost * See Note 4	\$1,665	\$1,467	\$1,727	\$1,443	\$395	\$411	\$408	\$391	\$399	\$410	\$599	\$603
Loss Amount (\$)	\$41.82	\$43.79	\$49.82	\$24.21	\$3.32	\$0.93	\$5.51	\$4.85	\$4.12	\$3.35	\$6.60	\$6.97
Monthly Savings / (Cost)	\$807	\$192	\$544	\$631	\$3	\$46	-\$56	\$217	-\$13	-\$211	\$96	\$183

111,486 Consumption (kWh)

\$0.081 Average LAS cost per kWh

\$9,919.97 Total RPP Cost

\$2,441.09 Savings from LAS Enrollment

24.6% LAS Savings Compared to RPP

LAS - Total Monthly Savings / (Cost)	\$2,559	\$580	\$1,371	\$1,225	-\$328	-\$158	-\$707	\$958	-\$372	-\$1,405	\$200	\$1,329
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Annual Program Savings / (Cost)	\$5,252
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Notes

- 1) We have assumed that all accounts are RPP/TOU eligible (i.e. under 250,000kWh/year consumption)
- 2) **Time-of-use (TOU)** rates used for each month are based on the rates for that month with the following split: 55% off-peak, 22.5% mid-peak., and 22.5% on-peak.
- 3) This price represents the average HOEP for the hours of operation of a typical streetlight account using an approved streetlight profile.
- 4) RPP rates for the period reviewed are: for May 2018 - October 2019 7.7/8.9 cents/kWh, for November 2019 - December 2019 11.9/13.9



REPORT FIN-2020-030

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer
Michelle Cassar, Taxation and Customer Service Supervisor

MEETING DATE: July 15, 2020

SUBJECT: Cancellation, Reduction or Refund of Taxes through Sections 357/358
File No. F22 TAX

RECOMMENDATIONS

THAT Report FIN-2020-030 regarding the Cancellation, Reduction or Refund of Taxes through Sections 357/358 be received; and

That Council authorizes the Treasurer, through Sections 357/358 of the Municipal Act, to process the cancellation, reduction or refunds of property taxes for certain properties in the amount of \$4,721.74 for the years 2018 to 2020 inclusive as outlined in Schedule A.

DISCUSSION

Purpose

The purpose of this report is to authorize the Treasurer to adjust the collector's roll under sections 357 and 358 of the Municipal Act, 2001.

Background

Sections 357 and 358 of the Municipal Act, allow for the reduction, cancellation or refund of taxes.

Section 357 (1) states upon application to the Treasurer of a local municipality, the local municipality may cancel, reduce or refund all or part of taxes levied on land in the year in respect of which the application is made.

Section 358 permits applications for tax adjustment, related to taxes levied in

each or either of the two years preceding the year in which the application is made, by property owners who are overcharged by reason of any gross or manifest error in the preparation of the assessment roll by the Municipal Property Assessment Corporation (MPAC) that was an error of fact.

Sections 357 (5) and 358 (9) require that Council hold a meeting at which time the applicants may make representation to Council and Council make a decision. Within 35 days after Council makes its decision an applicant may appeal the decision to the Assessment Review Board by filing a notice of appeal with the registrar of the board.

Discussion

The majority of 357/358 applications received by the Township each year are for removal of mobile units or the demolition of a structure. The other applications are for a change in property class (ie. a resident no longer running a business from their property), or buildings damaged by fire.

Applications received by the Township are sent to the MPAC for review and are returned with either a recommendation for tax adjustment or with no recommendation; which results in no associated tax adjustment. Applications that receive this type of recommendation indicate that the appeal does not meet the specified criteria under the Municipal Act or are adjusted through another process from MPAC.

Letters are sent to owners a minimum of 14 days before the scheduled Council meeting advising the property owners of the meeting of Council during which the request for the 357/358 reductions would be voted upon. Property owners are invited to attend the Council meeting in order for Council to have the opportunity to ask questions of the property owners prior to making their decision.

A letter advising of Council's decision is required to be sent to the property owners within 14 days of the decision.

Financial Implications

The Township budgets for tax write offs issued or approved by MPAC including Section 357/358 refunds.

- The number of properties adjusted in Schedule A is 12, resulting in \$921.22 of Township property taxes being refunded, \$3,030.32 of County of Wellington property taxes being refunded and \$770.20 of Education property taxes being refunded.

- Application 01/20 and 02/20 have no adjustment recommended by MPAC through the section 357 process.

Applicable Legislation and Requirements

Municipal Act, 2001

Attachments

Schedule A – List of Adjustments

Schedule A to Report FIN-2020-030

List of Adjustments

Tax Year	Effective Date	Application Number	Roll Number	Reason	Township Tax Refund	County Tax Refund	Education Tax Refund	Total Tax Refund
2018	1-Nov-18	04/20	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 1.12	\$ 3.05	\$ 0.83	\$ 5.00
2018	15-Nov-18	07/20	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 0.57	\$ 1.57	\$ 0.42	\$ 2.56
2019	1-Jan-19	13/19	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 4.19	\$ 12.16	\$ 3.17	\$ 19.52
2019	1-Jan-19	05/20	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 6.29	\$ 18.25	\$ 4.76	\$ 29.30
2019	1-Jan-19	08/20	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 4.19	\$ 12.18	\$ 3.17	\$ 19.54
2019	21-Feb-19	10/20	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 3.61	\$ 10.47	\$ 2.73	\$ 16.81
2019	13-Mar-19	12/20	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 3.38	\$ 9.80	\$ 2.55	\$ 15.73
2019	19-Mar-19	14/20	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 1.65	\$ 4.80	\$ 1.25	\$ 7.70
2019	31-Oct-19	12/19	23-01-000-003-16800-0000	Mobile Unit Removed	\$ 0.72	\$ 2.07	\$ 0.54	\$ 3.33
2020	1-Jan-20	17/19	23-01-000-003-04400-0000	Structure demolished	\$ 463.03	\$ 1,363.97	\$ 339.66	\$ 2,166.66
2019	1-Jan-19	03/20	23-01-000-006-05465-0000	Incorrect owner, tax class	\$ 339.43	\$ 1,254.08	\$ 326.97	\$ 1,920.48
2020	1-Jan-20	15/19	23-01-000-006-07500-0000	Structure demolished	\$ 93.04	\$ 337.92	\$ 84.15	\$ 515.11
2019	18-Oct-19	01/20	23-01-000-007-09602-0000	Structure demolished	\$ -	\$ -	\$ -	\$ -
2020	1-Jan-20	02/20	23-01-000-007-09602-0000	Structure demolished	\$ -	\$ -	\$ -	\$ -
Total for All Appeals					\$ 921.22	\$ 3,030.32	\$ 770.20	\$ 4,721.74



REPORT FIN-2020-031

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: July 15, 2020

SUBJECT: 2020 Budget – Funding for Additional Projects
File No. F05 BUD

RECOMMENDATIONS

THAT Report FIN-2020-031 regarding 2020 Budget – Funding for Additional Projects be received; and

That Council approve funding in the estimated amount of \$50,615 for the following additional projects to be funded from the operating surplus in the Township's insurance accounts:

- **Organization Review - \$10,000**
- **Broadband Strategy - \$25,000**
- **Fibre Internet - \$9,000**
- **Community Engagement Software - \$6,615; and**

That Council approve funding in the estimated amount of \$74,500 for the works associated with the Underground Fuel Tanks to be funded by the Asset Management Discretionary Reserve.

DISCUSSION

Purpose

The purpose of this report is to provide Council with the proposed funding of additional projects identified in the year 2020 that were not included in the 2020 budget approved by Council.

Background

The 2020 Operating and Capital Budget was approved by Council on January 22, 2020.

Organization Review

Council at its meeting held on May 20, 2020 authorized retaining ML Consulting to undertake the Township's Organization Review at an upset limit of \$10,000.

Broadband Strategy

Council at its meeting held on May 20, 2020 authorized the Township to proceed with Clearcable and the University of Guelph to undertake the preparation of a technical plan to support the Township's broadband strategy efforts at an upset limit of \$25,000.

Fibre Internet

The Township implemented a new Voice Over Internet Protocol (VOIP) telephone system in 2019. As part of the VOIP implementation, the Township's information technology (IT) service provider recommended the purchase of a faster internet connection to accommodate the VOIP solution. This new service has resulted in connectivity issues and VOIP call quality issues. After several attempts of resolving these issues with the current internet service provider, a resolution was not found. The Township's IT service provider has recommended a dedicated fibre internet service to address these issues. The fibre service provider conducted a site visit/facility check and indicated that there is outstanding work that the Township must complete before they can proceed with the new internet order. The internet service provider has waived \$11,396 in up-front fibre splicing costs to bring the fibre down the street from the nearest fibre splice. However, the conduit to protect the fibre from the property line into the building is the Township's responsibility at a cost of \$9,000.

Underground Fuel Tanks

As part of the Township's request for proposal (RFP) for insurance services, Marsh Canada Limited/Jardine Lloyd Thompson Canada Incorporated indicated that the insurance coverage on the underground fuel tanks would only be provided if the tanks were no longer used and that they would only be insured for a 12-month period pending replacement.

The Township completed an investigation of its current underground storage tanks and installed new above ground double walled storage tanks at a cost of \$35,000. Additionally, the Township received a cost estimate of \$39,500 for the removal of the underground fuel tanks including paving the area to complete restoration.

Community Engagement Software

Council at its meeting held on February 5, 2020 received a demonstration of an Online Community Engagement Platform by Bang the Table. This platform allows the Township to improve and streamline communications, marketing and advertising for public engagement. The purchase and implementation of this platform is \$6,615 per year.

Gift Certificate Program to Support Local Business

Council at its meeting held on June 17, 2020 approved the implementation of the Gift Certificate Program to support local businesses and that staff bring back a report regarding the potential funding options for this program. The County of Wellington's Economic Development department has agreed to fund \$3,000 of the costs related to this initiative.

Financial Implications

The Township realized cost savings of \$66,928 in its 2020 Operating Budget through its RFP for Municipal Insurance Coverage and Services.

The fee for the 2020 insurance renewal incorporated in the 2020 Operating Budget was budgeted at an amount of \$201,478 assuming a 5% increase from 2019 fees contingent on the results of the RFP. The previous insurance provider approved a 3-month extension from February 1, 2020 to May 1, 2020 at the proposed higher 2020 renewal premium on a pro-rated basis of 3 months at an amount of \$54,735.

Outlined in the table below are the cost savings associated with the Township's insurance accounts as a result of the RFP:

Description	Amount
2020 Operating Budget – Insurance Renewal	\$201,478
Less: 3-month extension – February 1, 2020 to May 1, 2020	-(\$54,735)
Less: RFP Award to New Insurance Provider – May 1, 2020 to May 1, 2021	-(\$79,815)
2020 Cost Savings	\$66,928

Applicable Legislation and Requirements

Purchasing and Procurement of Goods and Services By-law 60/08

Attachments

None



REPORT ADM-2020-023

TO: Mayor and Members of Council

FROM: Courtenay Hoytfox
Deputy Clerk

MEETING DATE: July 15, 2020

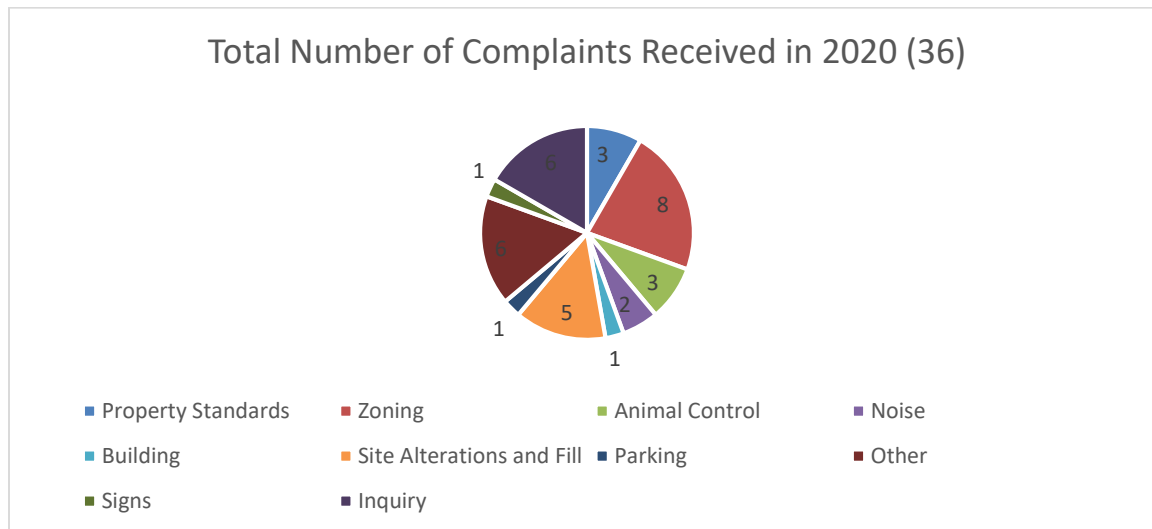
SUBJECT: By-law Enforcement Occurrence 2nd Quarter Update
File: C11-ADM

RECOMMENDATION

That Report ADM-2020-023 regarding the 2nd Quarter By-law Enforcement update be received for information.

Background

The Township of Puslinch Administration Department is responsible for assisting the By-law Enforcement Officer by tracking by-law complaints from the time they are received until the file is considered closed. The chart below shows the number of complaints received to date for the 2020 calendar year.



Property Standards – 3

Zoning – 8

Animal Control – 3

Noise - 2

Building – 1

Site Alteration and Fill – 5

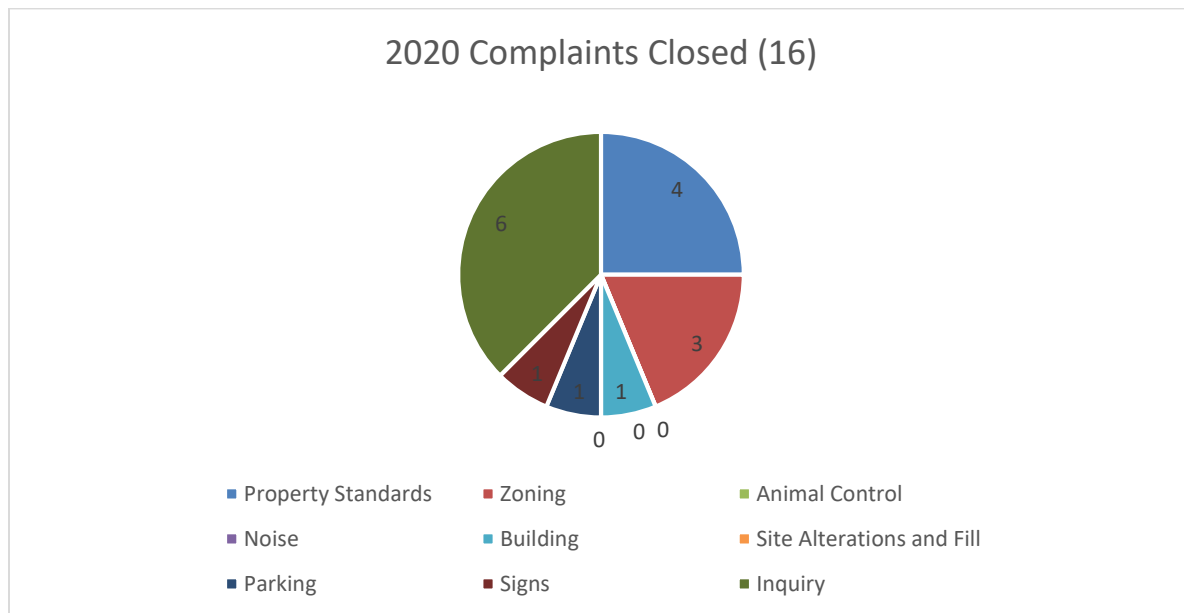
Parking – 1

Other – 6

Signs – 1

Inquiries - 6

Files are created and tracked where a violation has occurred. The second chart details the number and type of files that have been closed in 2020.



Zoning – 3	Signs – 1	Noise - 0
Property standards – 4	Inquiries - 6	Animal Control - 0
Parking – 1	Site Alteration and Fill – 0	
Building – 1		

There are currently 134 open by-law violation files that staff are working to close. The number of files per year are detailed below:

2020 – 28 open files
 2019 – 23 open files
 2018 – 40 open files
 2017 – 22 open files
 2016 – 9 open files
 2015 – 5 open files
 2014 – 4 open files
 2013 – 3 open files

Financial Implications

None.

Applicable Legislation and Requirements

None.

Attachments

None.



REPORT ADM-2020-024

TO: Mayor and Members of Council

FROM: Blair Lance, By-Law Enforcement Officer
Courtenay Hoytfox, Deputy Clerk

MEETING DATE: July 15, 2020

SUBJECT: Revised Proposed Property Standards By-law
File: C01-PRO

RECOMMENDATION

That Report ADM-2020-024 regarding the Proposed Property Standards By-law be received; and

That the existing Property Standards By-laws No. 11/74, 37/89, 12/99 be repealed in their entirety and replaced with the Draft Property Standards By-law as amended.

Purpose

The Purpose of this report is to provide Council with the revised Draft Property Standards By-law as amended.

Background

The legislation has changed for Property Standards and the current Property Standards By-law is outdated. The current Property Standards By-law takes its authority from the Planning Act. This legislation has changed and the authority for municipalities to pass a Property Standards By-law for the standards and maintenance of properties comes from section 15.1 (3) of Building Code Act. Our current by-law also does not include an appeal process which is a requirement under section 15.6 (1) of the Building Code Act.

Revisions to the draft By-law include, but are not limited to the following:

- Rights of entry into a dwelling
- Requirement of a kitchen backsplash and neatly stored firewood
- Requirement of an eaves trough on all types of properties
- Anonymous complaints
- natural areas/natural processes

- definition options for yards
- interior property standards wording for owner-operated buildings compared to tenants in rental properties
- Revision of the definition of Naturalized Area to more clearly define excessive weeds and grass
- Enforcement will apply when property issues are a safety risk and severe in nature in addition to complaint driven enforcement
- include definitions for heritage properties as noted in the Guelph Eramosa by-law should the Township designate heritage properties in the future.
- Revision to Section 1.5 This By-law does not apply so as to prevent an agricultural operation, meeting the definition of “agricultural operation” under the *Farming and Food Production Protection Act, 1998*, S.O. 1998, c.1, from carrying out a normal farm practice as provided for and defined under that Act.
- Addition of Section 1.6 This By-law does not apply so as to prevent an agricultural use, meeting the definition of “agricultural use” under this By-law.
- Removal of Section 4.5 An ice-box, refrigerator, freezer or other container shall not be placed in an exterior property area for disposal without first removing all locks and doors or taking some other adequate precautionary measure to prevent a person from being trapped in an ice-box, refrigerator, freezer or other container
- Addition of Section 5.3 No water shall be drained from a swimming pool, pond or other waterholding device on to abutting properties.
- Addition of Section 8.2.e where a retaining wall in excess of 600 mm (24 inches) forms part or is adjacent to a means of egress, a guard shall be provided unless access is restricted to the retaining wall.

Appeal process:

The Proposed Property Standards By-law, as amended, provides the Township with an updated and enforceable property standards by-law. This includes the required appeal process that allows a property owner to appeal a property standards order to the Township Planning and Development Advisory Committee. Section 39.0 of the proposed by-law outlines the appeal process. It was recommended to add an appeal fee to the 2020 user fee and charges by-law.

Complaint process:

Township staff will take by-law complaints via e-mail, phone, and in person. All complainants are required to provide their full name, address, and contact information. We do not take anonymous complaints. Township staff will create a complaint file once all the required information is collected at which time the Enforcement Officer will begin the investigation. All complaint are reported and tracked by staff.

Financial Implications

None

Applicable Legislation and Requirements

Ontario Building Code Act

User Fees and Charges By-law

Attachments

Wellington Federation of Agriculture Comments

Response to Wellington Federation of Agriculture

Draft Bylaw



WELLINGTON FEDERATION OF AGRICULTURE

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Township of Puslinch
Via email

June 1, 2020

Dear Council:

Thank you for allowing the Wellington Federation of Agriculture (WFA) additional time to review the draft bylaw 'A By-Law Prescribing Standards for the Maintenance and Occupancy of Property', and further thanks to CAO Schwendinger for forwarding us a copy of the most recent draft. With Agriculture being so vital to our local economy, it's imperative that agriculture's needs are adequately addressed.

There are numerous items within the bylaw that would be both logistically and economically problematic in an agricultural setting in the context of a stand-alone By-law. Specifically--the general requirements for exterior areas that include drainage, fencing, tree maintenance, vermin, weeds, compost piles etc. That said, WFA does recognize that these standards are necessary in a more urban setting. We commend Council that the distinctive nature of agricultural businesses is clearly identified, and that the bylaw is written with that intent--as **Section 1.5 clearly exempts farm businesses that are carrying out a 'Normal Farm Practice', from this bylaw.** Thank you for the inclusion of this Act and its recognition not only once by twice in the By-Law. If Council feels that the above named items are not covered by the *Farming and Food Production Protection Act* as a 'Normal Farm Practice', then WFA would appreciate discussion with us regarding those identified parts of the bylaw.

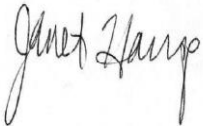
However, WFA would like to remind Council that Equine Farm Businesses that have a reasonable expectation of gain or reward meet the definition of an agricultural operation under the *Farming and Food Production Protection Act*, and that the Act is not limited to farm businesses that are more traditionally associated with agriculture. With Equine being such an important sector to the economy of Puslinch, we would request that Equine Businesses carrying out a 'Normal Farm Practice' be specifically mentioned as exempt. Much tax payer cost and time would be consumed if a challenge came to the Normal Farm Practices Protection Board, which is ultimately dropped because Equine Farm Businesses are covered under the Act. We would also like to remind Council that Managed Commercial Woodlots require a 10 year Stewardship Plan and are very viable agricultural business particularly in Townships such as Puslinch with areas of lower Class farmland. This should be clarified within the bylaw as well.

Some specific comments:

- Section 4.5 'An ice-box, refrigerator, freezer or other container shall not be placed in an exterior property area for disposal without first removing all locks and doors or taking some other adequate precautionary measure to prevent a person from being trapped in an ice-box, refrigerator, freezer or other container' –Your zoning bylaw 4.22.5 does not allow for the storage outdoors of derelict or scrap appliances, vehicles, etc. So in the property standards bylaw it is allowed with specific precautionary measures yet the zoning bylaw says no, we find this confusing and would seek clarification.
- Section 5.1 states 'All catch basins, swales and ditches shall be maintained so as to not impede the natural flow of water'—This statement should not include roadways or municipal ditches, as that is not the responsibility of the landowners.

Thank you again, for including WFA—the voice of over 1400 farm businesses in Wellington County—in this process.

Respectfully,

A handwritten signature in dark ink, appearing to read "Janet Harrop". The signature is fluid and cursive, with the first name "Janet" and last name "Harrop" clearly distinguishable.

Janet Harrop,
President



Dear WFA,

Thank you for providing the Township with your comments regarding the proposed property standards by-law. We have read through your comments and have made the following changes to the by-law:

1) We have added “Agricultural use” as a definition which includes Equine. We have added section 1.6 to include “Agricultural use”. This by-law would not apply to prevent an Agricultural use, which includes Equine farming practices, from normally operating.

2) Managed Commercial Woodlots have been added to the “naturalized area” definition. These areas are exempt from section 4.1 (c)

3) Section 4.5 ‘An ice-box, refrigerator, freezer or other container shall not be placed in an exterior property area for disposal without first removing all locks and doors or taking some other adequate precautionary measure to prevent a person from being trapped in an ice-box, refrigerator, freezer or other container’.

This section has been removed from the by-law. Derelict appliances would be considered waste and would not be permitted in the yard. Also, Wellington County does not provide service to pick up these items.

4) Section 5.1 now states ‘All catch basins, swales and ditches **on the property** shall be maintained so as to not impede the natural flow of water’.

This section would not include roadways or municipal ditches

Thank you again for providing us with your comments. We hope the following changes help to address any concerns WFA has with the proposed property standards by-law.

Regards,

Blair Lance
By-law Enforcement Officer
Township of Puslinch

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2020 - XXX

A By-law Prescribing Standards for the Maintenance and Occupancy of Property

WHEREAS Section 15.1(3) of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended, authorizes the council of a municipality to pass a bylaw prescribing standards for the maintenance and occupancy of property within the municipality and for prohibiting the occupancy or use of such property that does not conform to the standards; and for requiring property that does not conform with the standards to be repaired and maintained to conform with the standards or requiring the property to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;

AND WHEREAS the County of Wellington Official Plan for the Township of Puslinch includes provisions relating to property conditions;

AND WHEREAS Section 15.6(1) of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended requires that a By-law passed under Section 15.1(3) of the *Building Code Act, 1992, S.O. 1992, c. 23* shall provide for the establishment of a Property Standards Committee;

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

1.0 TITLE AND SCOPE

- 1.1 This By-Law may be referred to as "The Property Standards By-Law".
- 1.2 The standards for maintenance and occupancy of **property** set forth in this By-Law are hereby prescribed and adopted as the minimum standards for all **property** within the **Township**.

1.3 No **person** shall occupy a **property** if there is a condition which poses or constitutes an **unsafe condition**.

1.4 A **property** within the **Township** that does not conform with the standards contained in this By-law shall be:

- (a) **repaired** and maintained to conform with such standards; or
- (b) cleared of all **buildings, accessory buildings, structures** or **waste** and left in a graded and levelled condition.

1.5 This By-law does not apply so as to prevent an agricultural operation, meeting the definition of "agricultural operation" under the *Farming and Food Production Protection Act, 1998*, S.O. 1998, c.1, from carrying out a normal farm practice as provided for and defined under that Act.

1.6 This By-law does not apply so as to prevent an agricultural use, meeting the definition of "agricultural use" under this By-law.

2.0 APPLIED MEANING OF WORDS AND TERMS

2.1 Interchangeability: Words used in the present tense include the future, words in the masculine gender include the feminine and neuter; the singular number includes the plural, and the plural includes the singular.

3.0 DEFINITIONS

In this By-law:

"Accessory building" means a detached **building** or **structure**, not used for human habitation that is subordinate to the primary use on the same **property**.

"Basement" means that portion of a **building** between two floors, which is partly underground of the first floor joists above the average finished grade level adjacent to the exterior walls of the **building** and includes a crawl space and cellar.

"Boat" includes any vessel which floats or is designed to float on the surface of the water and is capable of carrying people or material whether motorized or not and includes but is not limited to pleasure craft, scows, personal water craft, canoes, row boats, pontoon boats and commercial boats, when on the water or on land.

"Building" means a building as defined in the **Building Code Act**, or a **structure** used or intended to be used for supporting or sheltering any use or occupancy.

"Building Code Act" means the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended and any prescribed regulations under the *Building Code Act*.

"Committee" means the **Township's** Planning and Development Advisory Committee or a Property Standards Committee established under this By-law.

"Compost" means a collection of humus material such as kitchen and table waste, grass clippings, plant trimmings, weeds or other leaves.

"Council" means the Council for the **Township**.

"Dwelling" means a **building** or part of a **building**, occupied or capable of being occupied, in whole or in part for the purpose of human habitation.

"Dwelling unit" means a room or a suite of rooms operated as a housekeeping unit, used or intended to be used as a

domicile by one or more persons and supporting general living conditions including cooking, eating, sleeping and sanitary facilities.

"Exterior property areas" means the **property** and **yard**, exclusive of a **building** and an **accessory building**.

"Fence" means a **structure**, wall or barrier, other than a **building**, erected at grade for the purpose of defining boundaries of **property**, separating open space, restricting ingress to or egress from **property**, providing security or protection to **property** or acting as a visual or acoustic screen.

"Firewood" means any lumber, timber, logs, poles, cut up trees or felled trees, any salvaged wood products included but not limited to wood skids, wood boxes, and used wood products that are not required for a **building**, **accessory building** or **structure** currently under construction on the **property** or for which there is a current or regular use.

"Ground cover" means organic or non-organic material applied to prevent the erosion of the soil, e.g., concrete, flagstone, gravel, asphalt, grass or other forms of landscaping.

"Guard" means a protective barrier installed around openings in floor area or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway, or other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through them.

"Habitable room" means a room or enclosed floor space used, or capable of being used for living, eating, sleeping or domestic food preparation purposes, but excludes a bathroom, water closet compartment, laundry, pantry, foyer, lobby, hall, passageway, corridor, closet, stairway,

storage room, furnace room or other accessory space used for service, maintenance or access within a **building**.

"Heritage attribute" means an attribute of a **heritage property** that contributes to its cultural heritage value or interest that is defined, described or inferred:

(a) in a By-law designating a **heritage property**;

(b) in a By-law designating a heritage conservation district;

(c) in a Minister's Order made under the *Ontario Heritage Act*;

(d) in any documentation considered as part of (a), (b) and (c) above;

and includes any elements, features or components that support or protect the heritage attribute.

"Heritage property" means a Property designated under Part IV or Part V or by a Minister's Order under the *Ontario Heritage Act*.

"Landlord" includes:

a) The owner of a rental unit or any other person who permits occupancy of a **rental unit**, other than a **tenant** who occupies a **rental unit** in a residential complex and who permits another person to also occupy the unit or any part of the unit; and, b) The heirs, assigns, personal representatives and successors in title of a person referred to in clause (a).

"Naturalized Area" means an area that has been implemented or naturally occurring areas to produce ground cover which consists of one or more species of wildflowers, annuals, perennials, shrubs and grasses or a combination thereof and includes natural areas such as wooded lots, managed commercial woodlots, forests and wetlands.

"Occupant" means any **person** or **persons** over the age of eighteen years in possession of the **property**.

"Openable area" means that part of a window or door which is available for unobstructed ventilation and which opens directly to the outdoors.

"Owner" includes,

- (a) the **person** for the time being managing or receiving the rent of the land or premises in connection with which the word is used, whether on the **person's** own account or as agent or trustee of any other **person**, or who would receive the rent if the land and premises were let; and
- (b) a lessee or **occupant** of the **property** who, under the terms of a lease, is required to **repair** and maintain the **property** in accordance with the standards for the maintenance and occupancy of **property**.

"Person" includes a corporation and its heirs, executors, administrators, or other representatives of a person to whom the context can apply according to law.

"Property" means a **building** or **accessory building**, or part of a **building** or **accessory building**, and includes the lands and premises appurtenant thereto and all mobile structures, mobile buildings, mobile homes, outbuildings, **fences**, **retaining walls**, and erections thereon, whether heretofore or hereafter erected, and also includes **vacant property** and the **yard**.

"Property Standards Officer" shall mean a Property Standards Officer who has been appointed by by-law to administer and enforce this By-law.

"Rental Unit" means a dwelling unit used, or intended to be used, for a **residential tenancy**.

"Repair" includes the making of additions or alterations or the taking of such action as may be required so that the **property** shall conform to the standards established in this By-law.

"Residential rental property" includes a **rental unit** and the yards;

"Residential Tenancy" means the lease of residential premises for residential purposes.

"Retaining wall" means a **structure** that holds back soil or loose material to prevent it from assuming the natural angle of repose at locations where an abrupt change in ground elevation occurs.

"Safe condition" means a condition that does not pose or constitute an undue or unreasonable hazard or risk of life, limb or health of any **person** on or about the **property**, and includes a structurally sound condition.

"Sewage" means water-carried waste, together with such ground, surface and storm waters as may be present.

"Sewage system" means the **Township's** system of storm sewers, sanitary sewers and combined sewers, or a private sewage disposal system.

"Structure" means anything constructed either permanent or temporary, the use of which requires location on or an attachment to something having location on the ground.

"Tenant" means a person who pays rent or is required to pay rent in return for a right to occupy a **rental unit**.

"Township" means the Corporation of the Township of Puslinch or the land within the geographic limits of the Corporation of the Township of Puslinch as the context requires.

"Unsafe condition" means any condition that poses or constitutes an undue or unreasonable hazard or risk to life, limb or health of any **person** on or about the **property**.

"Vacant building" means any **building or accessory building** that is or appears to be vacant, partially vacant, or unoccupied, or that, by reason of its unfinished or dilapidated condition, is open to the elements and in a state that there is little to no control over unauthorized entry, but does not include:

- (a) a **dwelling unit** occupied by the **owner** on a seasonal basis but otherwise maintained throughout the year;
- (b) a **building or accessory building** on **property** used for farming purposes, except a **dwelling unit**.

"Vacant property" means a **property** that does not have a **building or accessory building**.

"Waste" includes any debris, rubbish, refuse, sewage, effluent, garbage, brush, ashes, litter, wrappings, salvage, vehicle parts, discarded material or things, broken or dismantled things, or materials or things exposed to the elements, deteriorating or decaying on a **property** due to exposure to the weather.

"Yard" means the land within the boundary lines of a **property** not occupied by a principal building in Residential Zones and means the Required Yard as defined in the Zoning Bylaw for all other zones.

4.0 EXTERIOR PROPERTY AREAS – GENERAL REQUIREMENTS

4.1 **Exterior Property Areas** shall be free from:

- (a) **waste**;
- (b) injurious insects, termites, rodents, vermin and other pests and any condition that may promote an infestation except in a **Naturalized Area** and areas meeting the definition of **Agricultural Use** in accordance with Section 1.5 and 1.6 of this By-law;
- (c) excessive growth of weeds and grass exceeding 12 inches in height, except in a **Naturalized Area** and areas meeting the definition of **Agricultural Use** in accordance with Section 1.5 and 1.6 of this By-law;
- (d) dead, decayed, or damaged trees, or other natural growth and the branches and limbs thereof which create an **unsafe condition** for abutting land owners;
- (e) wrecked, dismantled, derelict, inoperative, discarded, unused or an unlicensed vehicle or trailer, except in an establishment licensed or authorized to conduct and operate such a business in accordance with any other by-laws, and then only in an arrangement such as to prevent an **unsafe condition** or an unsightly condition and screened from view from an adjacent **property**;
- (f) wrecked, dismantled, derelict, inoperative, discarded or unused **boat** and any component parts thereof, except in an establishment licensed or authorized to conduct and operate such a business, and then only in an arrangement such as to prevent an **unsafe condition** or an unsightly condition and screened from view from an adjacent **property**;

- (g) machinery or any parts thereof, or other objects or parts thereof, or accumulations of material or conditions that create an **unsafe condition** or an unsightly condition out of character with the surrounding environment;
- (h) dilapidated or collapsed **building** or **accessory building** and any unprotected well or other **unsafe condition** or unsightly condition out of character with the surrounding environment;
- (i) stagnant water except in a **Naturalized Area**;
- (j) accumulation of animal excrement, except in connection with a lawful agricultural use on a **property**.

4.2 Suitable **ground cover** shall be provided to prevent erosion of the soil.

4.3 Hedges, plantings, trees or other landscaping including lighting, required by the **Township** as a condition of site development or redevelopment, shall be maintained in a living condition or shall be replaced with equivalent landscaping or lighting, so as to carry out its intended function and maintain an attractive appearance.

4.4 An abandoned or unused well, septic tank or a hole on a **property** shall be filled or safely covered and protected.

5.0 DRAINAGE

5.1 All catch basins, swales and ditches shall be maintained so as to not impede the natural flow of water.

5.2 The storm water run-off from all downspouts of impervious surfaces shall be contained within the limits of the **property** from which it originates until absorbed by the soil or drained

to a storm sewer, or to a natural or artificially-created swale, ditch or watercourse.

- 5.3 No water shall be drained from a swimming pool, pond or other waterholding device on to abutting properties.

6.0 HEALTH

- 6.1 All **sewage** shall be discharged into an approved **sewage system**.

7.0 BUFFERING

- 7.1 **Property** which, because of its use or occupancy, or for other reasons is required to be buffered shall:

- (a) maintain an effective barrier to prevent lighting and vehicle headlights from shining directly into a **dwelling unit**;
- (b) maintain an effective barrier to prevent wind-blown **waste** from encroaching on an adjacent **property**;
- (c) maintain a visual screen, to minimize the visual impact of a nuisance to a **person** who owns or occupies an adjacent **property**.

8.0 RETAINING WALLS

- 8.1 A **retaining wall** shall be maintained in good **repair** and free from accident hazards.
- 8.2 Without restricting the generality of section 8.1 the maintenance of a **retaining wall** may include:

- (a) redesigning, **repairing** or replacing all deteriorated, damaged, misaligned or missing portions of the wall, or railings and **guards** appurtenant thereto;
- (b) installing subsoil drains where required to maintain the stability of the **retaining wall**;
- (c) grouting masonry cracks;
- (d) applying a coat of paint or equivalent preservative to all metal or wooden exposed components.
- (e) where a retaining wall in excess of 600 mm (24 inches) forms part or is adjacent to a means of egress, a guard shall be provided unless access is restricted to the retaining wall.

9.0 SUPPLEMENTARY STANDARDS FOR RESIDENTIAL RENTAL PROPERTIES

9.1 GENERAL

9.1.1 The following additional standards shall only apply to a residential rental property:

a) Subject to the tenant's responsibility for ordinary cleanliness of the residential rental property, the landlord shall provide such facilities and take such action to ensure that the residential rental property is:

- I. Safe
- II. Clean
- III. In a state of good repair
- IV. Fit for habitation; and,
- V. Free from accumulations of snow and ice;

b) The landlord shall maintain, in a state of good repair and in a clean, safe condition, any facilities supplied by the landlord and all common areas intended for the use of tenants.

9.1.2 All repairs and maintenance of property required by the standards prescribed in this part shall be carried out in a manner accepted as good craftsmanship in the trade concerned and with materials suitable and sufficient for the purpose.

9.1.3 Unless otherwise specified, the landlord, and not the tenant, shall be responsible for ensuring that all of the provisions of this part are being complied with.

9.2.0 RECREATIONAL FACILITIES, LAUNDRY FACILITIES ROOMS AND AREAS

9.2.1 A recreational facility, laundry facility, mail collection area including mailboxes, room or area and the equipment and appliances provided in connection therewith shall be:

- (a) maintained in an operable and usable condition;
- (b) maintained in a **safe condition**;
- (c) with the exception of an outdoor recreational facility, maintained in a clean condition.

9.3.0 HEATING, HEATING SYSTEMS, CHIMNEYS, VENTS AND FUEL BURNING APPLIANCES

9.3.1 Every **building** containing an occupied **dwelling unit** or **habitable room** shall be provided with suitable heating facilities capable of maintaining an indoor ambient temperature of 21 degrees Celsius between the 15th day of September to the 1st day of June the following year. A heating system shall be maintained in good working

condition so as to be capable of safely heating the **dwelling unit** or **habitable room** to the required standard.

- 9.3.2 No rental **dwelling unit** shall be equipped with portable heating equipment as a primary source of heat.
- 9.3.3 A fuel burning appliance shall:
- (a) have ample air supply to permit combustion to occur with optimum oxygen available;
 - (b) be located in such a manner as to prevent impediment to the free movement of a **person** and the overheating of adjacent materials and equipment;
 - (c) have **guards** where necessary to minimize the risk of an accident.
- 9.3.4 Where a heating system or part thereof requires solid or liquid fuel to operate, a place or receptacle for such fuel shall be provided and maintained in a **safe condition** and location so as to be free from fire or accident hazard.
- 9.3.5 A fuel burning appliance, equipment and accessories shall be properly vented to the outside air by means of a smoke pipe, vent pipe, chimney flue or other approved method and as may be required by the **Building Code Act**.
- 9.3.6 Every chimney, smoke-pipe, flue and vent shall be maintained in a good state of **repair** so as to prevent the escape of smoke, fumes or gases from entering a **building**. Maintenance may include the removal of obstructions, sealing open joints, and the **repair** of loose or broken masonry units.
- 9.3.7 Every chimney, smoke-pipe, flue and vent shall be maintained in a good state of **repair** so as to prevent the

heating of adjacent combustible material or structural members to unsafe temperatures.

9.4.0 AIR CONDITIONING

9.4.1 An air conditioner shall be equipped with adequate devices for the prevention of condensation drainage on to entrance areas, sidewalks or pathways and shall be maintained in a safe mechanical and electrical condition.

9.4.2 Cooling water from water-cooled equipment shall not be discharged on a driveway, walkway or other areas used for pedestrian or vehicular traffic, or in such a manner that it may cause damage to a wall, foundation or part of a **building** or **accessory building**.

9.4.3 The discharge of cooling water from water-cooled equipment shall be made to a proper drainage system and shall be connected in accordance with all applicable government regulations.

9.5.0 INTERIOR LIGHTING

9.5.1 Interior lighting standards and fixtures shall comply with the requirements of section 10.

9.6.0 VENTILATION

9.6.1 Sufficient ventilation shall be provided to all areas of a **building** or an **accessory building** so as to prevent accumulations of heat, dust, vapours, odours, carbon monoxide and other gases likely to create a potential **unsafe condition** or to become a nuisance.

9.6.2 A kitchen, bathroom, shower room and toilet room shall be provided with adequate natural or artificial means of ventilation.

- 9.6.3 An enclosed area of a **building** or an **accessory building** including a **basement** and an attic shall be adequately ventilated.
- 9.6.4 A system of mechanical ventilation shall be maintained in good working order.
- 9.7.0 PLUMBING
- 9.7.1 A **dwelling unit** shall be provided with an adequate supply of potable running water from a source approved by the Medical Officer of Health and/or the Chief Building Official of the **Township**.
- 9.7.2 A washbasin, bathtub or shower, and one kitchen sink in a **dwelling unit** shall be equipped with an adequate supply of hot and cold running water. All hot water shall be supplied at a minimum of 43 degrees Celsius and a maximum of 49 degrees Celsius.
- 9.7.3 A fixture shall be of such materials, construction and design as will ensure that the exposed surface of all parts are hard, smooth, impervious to hot and cold water, readily accessible for cleansing and free from blemishes, cracks, stains or other defects that may harbor germs or impede thorough cleansing.
- 9.7.4 All plumbing, including drains, water supply pipes, water closets and other plumbing fixtures shall be maintained in good working order free of leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing.
- 9.7.5 All plumbing fixtures in every **building** or **accessory building** shall discharge the water, liquids or sewage into drainage piping, which shall be connected to a **sewage system** approved by the authority having jurisdiction.

9.7.6 All toilet facilities, sanitary conveniences and washing facilities shall be maintained:

- (a) in good working order;
- (b) in a clean and sanitary condition;
- (c) and supplied with hot and cold running water, with cold water connection only to toilets and urinals;
- (d) and connected to the drainage system.

9.8.0 KITCHEN

9.8.1 A **dwelling unit** shall contain a kitchen area equipped with:

- (a) one sink surrounded by a surface that is impervious to grease and water;
- (b) a suitable storage area;
- (c) a counter or work area, exclusive of the sink and covered with a material that is impervious to moisture and grease and is easily cleanable;
- (d) a space provided for cooking and refrigeration appliances including suitable electrical or gas connections.

9.8.2 A cooking appliance and a refrigeration appliance shall be maintained in a good state of **repair** and operating condition.

9.9.0 BATHROOM

9.9.1 A **dwelling unit** shall contain a bathroom consisting of at least one fully operational toilet, washbasin, and a bathtub or suitable shower unit.

9.9.2 A bathroom and a toilet shall be located within and accessible from within the **dwelling unit**.

9.9.3 Where a toilet or bathroom facility is shared by occupants of a residential accommodation, other than a self contained **dwelling unit**, an appropriate entrance shall be provided from a common passageway, hallway, corridor or other common space to the room or rooms containing the said facility.

9.9.4 Every wall surrounding a shower shall be of impervious material and shall be maintained in a good state of **repair**.

9.9.5 A bathroom as required by section 9.9.1 shall be located in a room used for no other purpose and provided with a door capable of being locked from the inside and opened from the outside in an emergency.

9.10.0 FLOORS

9.10.1 A floor shall be smooth, level and maintained so as to be free of all loose, warped, protruding, broken or rotted boards that may create an **unsafe condition** or surface. A defective floor shall be **repaired** or replaced.

9.10.2 Where a floor covering has become worn or torn so that it retains dirt or may create an **unsafe condition**, the floor covering shall be **repaired** or replaced.

9.10.3 A bathroom, kitchen and shower room shall have a floor covering of water-resistant material and be capable of being cleaned.

9.11.0 ELECTRICAL SERVICE

9.11.1 A **dwelling** and **dwelling unit** shall be wired for electricity and shall be connected to an approved electrical supply system.

9.11.2 The capacity of the connection to a **building** or **accessory building** and the system of circuits distributing the electrical supply of the **building** or **accessory building** shall be adequate for the use and intended use.

9.11.3 Electrical wiring, cords, circuits, fuses, circuit breakers, electrical equipment and electrical heating systems shall be maintained in good working order, free from fire and accident hazards.

9.12.0 DISCONNECTED UTILITIES

9.12.1 An **owner** of a residential **building** or any **person** acting on behalf of such **owner** shall not disconnect or cause to be disconnected any service or utility supplying heat, electricity, gas, refrigeration or water to a **dwelling unit** and **habitable room** occupied by a tenant or lessee, except for such reasonable period of time as may be necessary for the purpose of **repairing**, replacing or otherwise altering said service or utility.

9.13.0 INTERIOR WINDOWS, DOORS, SURFACES, FLOORS AND STAIRS

9.13.1 Interior windows, doors, surfaces, floors and stairs shall be maintained:

- (a) in a clean, odour free and sanitary condition, reasonable for the normal use or occupancy of the room, passageway, enclosure or space;
- (b) in good working order and good state of **repair**, free from holes, loose, broken, warped, torn, damaged or decayed boards or materials;

- (c) free from depressions, protrusions, deterioration or other defects which could create an **unsafe condition** or which are out of character with the normal use of the area in which such defect occurs;
- (d) so as to afford the fire resistive properties and other protection for which they shall be designed; and
- (e) free of any graffiti, markings, stains or other defacement.

9.13.2 Interior windows and doors shall also comply with the requirements of section 19.

9.14.0 INTERIOR STRUCTURE – COLUMNS AND BEAMS

9.14.1 A **building** and an **accessory building** and all structural components, including but not limited to all joists, beams, studding, and roof rafters, shall be maintained with material adequate for the load to which they are subjected to.

9.15.0 WALLS-CEILINGS

9.15.1 Every interior surface and finish of walls and ceilings shall be maintained:

- (a) in good state of **repair**, a surface which is reasonably smooth, clean, tight and easily cleaned;
- (b) free of holes, cracks, loose plaster or other material;
- (c) in a **safe condition**;
- (d) so as to possess the fire resistant properties required by the **Building Code Act** and the *Fire Protection and Prevention Act*, as amended.

9.16.0 ELEVATORS

- 9.16.1 An elevator, an elevating device, dumb-waiters, hoists, escalators, incline lifts including all parts, lighting fixtures, lamps, elevator buttons, floor indicators and ventilation fans shall be maintained in good state of **repair**, operable and in a **safe condition**.

10.0 LIGHTING STANDARDS AND FIXTURES

- 10.1 Lighting standards and fixtures shall be kept in a **safe condition**, in good working order and in good visual condition.

11.0 FENCES

- 11.1 A **fence** on a **property** separating adjoining **property** shall:

- (a) be in a structurally sound condition and plumb, unless specifically designed to be other than vertical;
- (b) be maintained in a good state of **repair** and free of accident hazards;
- (c) not present an unsightly appearance.

- 11.2 Without restricting the generality of section 11.1 the maintenance of a **fence** may include:

- (a) protecting by paint, treated with a preservative or other weather resistant material unless the aesthetic characteristics of the **fence** are enhanced by the lack of such treatment.

12.0 WALKWAYS, DRIVEWAYS, RAMPS, PARKING AREAS AND LANDINGS

12.1 A parking area, driveway, walkway and other similar public access areas of an **exterior property area** shall be kept clean and free from **waste**, objects or conditions that may create an **unsafe condition**, health, fire, accident hazard or unsightly condition.

12.2 An **owner** shall cause any snow disposal site or snow storage site on a **property** to be:

- (a) maintained so as not to cause a hazard on the **property**; and
- (b) maintained in such a manner and location on the **property** so as to prevent a hazard, flooding, erosion and other damage to a neighbouring **property**.

13.0 BUILDINGS AND ACCESSORY BUILDINGS
STRUCTURAL ADEQUACY - CAPACITY

13.1 All **repairs** and maintenance of **property** required by the standards prescribed in this By-law shall be carried out in a manner accepted as good workmanship in the trades concerned and with materials suitable and sufficient for that purpose.

13.2 Every part of a **building** or **accessory building** shall be maintained in good **repair** and in a structurally sound condition so as:

- (a) to be capable of sustaining safely its own weight, and any additional load to which it may normally be subjected to;
- (b) to be capable of safely accommodating all normal structural movements without damage, decay or deterioration;

- (c) to prevent the entry of moisture that would contribute to damage, fungus growth, decay or deterioration;
- (d) to be capable of safely and adequately performing its function subject to all reasonable serviceability requirements.

13.3 The abating of an **unsafe condition** may include:

- (a) the provision or **repair** of stairs, balustrades, railings, **guards** and screens so as to minimize the risk of accident;
- (b) the elimination of other conditions which, in themselves are a hazard to life or which risk serious injury to **persons** normally in or about the subject **building, accessory building**, room, suite of rooms or space;
- (c) the installation of a handrail in conjunction with every set of stairs containing three (3) or more risers and such handrail shall be adequately secured and maintained in a good state of **repair**.

14.0 HEALTH AND WASTE

14.1 A **building** and **accessory building** on a **property** shall be kept free of mould, **waste** and pests, such as rodents, vermin, termites and injurious insects and any condition that may promote an infestation.

14.2 In a **dwelling unit**, sufficient rooms, containers and receptacles shall be maintained to safely contain all **waste**, which shall not be allowed to accumulate but shall be removed or made available for removal in accordance with any applicable by-laws.

- 14.3 An external container and receptacle shall be screened from view and shall be provided with a cover so that the material contained therein is not exposed to injurious insects, termites, rodents, vermin or other pests.
- 14.4 Every **building** and **accessory building** shall be provided with sufficient proper receptacles to contain all **waste**, which accumulates on the **property**, and such **waste** shall be placed for collection in proper receptacles in compliance with applicable laws.
- 14.5 A receptacle for **waste** shall be:
- (a) provided with a tight fitting cover;
 - (b) maintained in good working condition and order without holes or spillage; and
 - (c) closed, or emptied, rinsed and cleaned when not in use, to prevent the escape of offensive odour or **waste**.
- 14.6 Garbage chutes, disposal and collection rooms shall be:
- (a) washed down and disinfected as necessary so as to maintain a clean and odour free condition; and
 - (b) maintained in good working order.
- 14.7 Injurious insects, termites, vermin, rodents and other pests shall be exterminated and appropriate measures shall be taken to prevent their re-entry to a **building** or **accessory building** on a **property**.
- 14.8 In a **dwelling**, openings in the exterior walls or roof shall be fitted and maintained to protect all habitable space from water and weather entry, and to make such space free from drafts.

14.9 No portion of a **dwelling** shall be used for human habitation unless:

- (a) the floors, walls and ceiling areas are watertight and free from dampness and mould at all times;
- (b) the total window area, the total **openable area** for natural ventilation and the ceiling height are in accordance with the provisions of the **Building Code Act** or, alternatively, reventilation and/or mechanical ventilation is provided as prescribed by the **Building Code Act**;
- (c) the required minimum window area of every **habitable room** is entirely above the grade of the ground adjoining such window area, or the top of the window well, whichever is the higher elevation.

15.0 COMPOST

15.1 **Compost** on a **property** shall be maintained in a composter or an open **compost** pile that is not larger than 2.0 square metres (21.5 square feet) in area and 1.0 metre (39 inches) in height.

15.2 A composter or an open **compost** pile shall be kept free of pests, such as rodents, vermin, termites and injurious insects and any condition that may promote an infestation.

16.0 HERITAGE PROPERTIES

16.1 In addition, to all other standards prescribed by this By-law, an owner of a **Heritage Property** shall:

- (a) protect, maintain and stabilize a **heritage attribute** so as to preserve the existing materials;

(b) in the conduct of a repair use only materials that match the form and detailing of the original elements of the **heritage attribute**; and

(c) be repaired using only recognized conservation methods.

17.0 FOUNDATIONS

17.1 A foundation of a **building** or an **accessory building** shall be maintained in good state of **repair** so as to prevent settlement detrimental to the appearance of the **building** or **accessory building**, or the entrance of moisture, vermin, termites, insects or rodents into the **building** or **accessory building**.

17.2 Without limiting the generality of section 17.1, the maintenance of a foundation may include:

- (a) the jacking-up, underpinning or shoring of the foundation where necessary;
- (b) the extension of footings and foundations below grade or regrading to provide adequate frost cover;
- (c) installing subsoil drains at the footing where such would be beneficial;
- (d) the grouting of masonry cracks;
- (e) waterproofing the wall and joints;
- (f) the carrying out of such other work as may be required to overcome any existing settlement detrimental to the appearance of the **building** or **accessory building**;

- (g) **repairing** or replacing decayed, damaged or weakened sills, piers, posts or other supports;
- (h) making sills, piers, posts or other supports insect-proof by the application of suitable materials; and
- (i) coating with a preservative.

18.0 EXTERIOR WALLS, COLUMNS AND BEAMS

18.1 The components of an exterior wall of a **building** or an **accessory building** shall be maintained:

- (a) in good state of **repair** and in a **safe condition**;
- (b) weather tight;
- (c) free from loose or unsecured objects or materials;
- (d) so as to prevent the entrance of insects, termites, vermin, rodents or other animals;
- (e) so as to prevent deterioration due to weather, insects, vermin, termites, rodents and other animals; and
- (f) so as to prevent deterioration detrimental to the appearance of the **building** or an **accessory building**.

18.2 Without restricting the generality of section 18.1, the maintenance of an exterior wall of a **building** or an **accessory building** may include:

- (a) the applying of materials to preserve all exterior wood and metal work or other materials not inherently resistant to weathering;

- (b) the applying of materials to improve or maintain a pleasant and satisfying appearance at least commensurate with that of the neighbourhood;
- (c) the restoring, **repairing** or replacing of:
 - i) the wall;
 - ii) the masonry units and mortar;
 - iii) the stucco, shingles or other cladding;
 - iv) the coping; and
 - v) the flashing and waterproofing of the wall and joint.

18.3 Exterior columns and beams and any decorative trim shall be maintained in a good state of **repair** and in a **safe condition**. Where necessary, such columns, beams and trim shall be restored, **repaired** or replaced and suitably protected or treated against weathering, so as to prevent or remedy deterioration detrimental to the appearance of the **building** or **accessory building**.

19.0 EXTERIOR DOORS, WINDOWS AND OTHER OPENINGS –
CANOPIES-MARQUEES-AWNINGS

19.1 Shutters, windows, doors, hatchways and other exterior openings in a **building** or an **accessory building** shall be kept weather tight, draft free, and in good state of **repair** and working order.

19.2 Without restricting the generality of section 19.1, the maintenance of a shutter, window, door, hatchway and other exterior opening may include:

- (a) painting or the applying of a similarly effective preservative;
- (b) the **repair**, replacement or renewing of damaged, decaying, missing or defective:

- i) doors;
- ii) door frames and casings;
- iii) windows and window sashes;
- iv) window frames and casings;
- v) shutters;
- vi) screens;

- (c) refitting doors, windows, shutters or screens;
- (d) reglazing or fitting with an translucent substitute;
- (e) rescreening;
- (f) using other approved means of weatherproofing where the opening is used or required for ventilation or illumination and is not protected by a window, door or similar closure:
 - i) screening with wire mesh, metal grills or other equivalent durable material; or
 - ii) other protection so as to effectively prevent the entry of insects, termites, rodents, vermin or other animals.

19.3 Glazed doors, windows and other transparent surfaces shall be kept clean so as to permit unimpeded visibility and unrestricted passage of light.

19.4 A window in a **dwelling unit** that can be or is required by the standards to be openable shall be provided with screening to effectively prevent the entry of insects.

19.5 Nothing in this section shall be construed as preventing doors, windows and other openings in an unoccupied **building** or **accessory building** from being protected from damage or to prevent entry, for such time as determined by section 23.

19.6 A canopy, marquee or awning shall be properly anchored so as to be kept in a **safe condition** and shall be protected from decay and rust by a periodic application of weathercoating material.

19.7 A **building** shall have a safe, continuous and unobstructed passage from the interior to an exit or the outside of the **building** at street or grade level.

19.8 A door that facilitates access to or egress from a **dwelling unit** shall be equipped with locks, and shall be maintained in a good state of **repair** and in an operating condition.

20.0 EXTERIOR STAIRS, VERANDAS, PORCHES, DECKS, LOADING DOCKS, BALCONIES AND FIRE ESCAPES

20.1 An exterior stair, veranda, porch, deck, loading dock, balcony, fire escapes and every appurtenance attached thereto shall be maintained, reconstructed or **repaired** so as to be safe to use and capable of supporting the loads to which it may be subjected, as specified in the **Building Code Act**, and shall be kept in **safe condition** and good state of **repair**, free of all accident hazards and other deterioration or objects detrimental to the appearance of the **building** or **accessory building**.

20.2 Without restricting the generality of section 20.1, the maintenance, reconstructing or **repairing** of an exterior stair, veranda, porch, deck, loading dock, balcony and fire escape may include:

- (a) **repairing** or replacing treads, risers or floors that show excessive wear or are broken, warped, loose or otherwise defective;

- (b) **repairing**, renewing or supporting structural members that are rotted, deteriorated or loose;
- (c) providing, **repairing** or renewing **guard** rails, railings and balustrades; and
- (d) painting or the applying of an equivalent preservative.

20.3 Exterior stairs and fire escapes shall be kept free from ice and snow.

21.0 ROOFS AND ROOF STRUCTURES

21.1 A roof, roof deck, roof structures including solar energy panels, wind generators and related **guards** of a **building** or **accessory building** shall be:

- (a) weather tight and free from leaks;
- (b) free from loose or unsecured or unsafe objects and materials;
- (c) free from accident hazards;
- (d) free from dangerous accumulation of ice and snow;
- (e) kept in a good state of **repair** and in a **safe condition**;
- (f) free from other unsightly objects and conditions detrimental to the appearance of the **building** or **accessory building**.

21.2 An eaves trough, roof gutter and downpipe shall be kept:

- (a) in good **repair**;

- (b) in good working order;
- (c) water tight and free from leaks;
- (d) free from accident hazards;
- (e) protected by painting or the applying of other equivalent preservative.

21.3 Chimneys, smoke or vent stacks and other roof structures shall be maintained plumb and in good state of **repair** and shall be:

- (a) free from loose bricks, mortar and loose or broken capping;
- (b) free from loose or rusted stanchions, guy wires, braces and attachments;
- (c) free from any accident hazard;
- (d) free from the entrance of smoke or gases into a **building** or **accessory building**;
- (e) free from the heating of adjacent combustible materials, walls and structural members to unsafe temperatures;
- (f) weather tight and free from leaks;
- (g) free from unsightly objects and conditions detrimental to the appearance of the **building** or **accessory building**.

22.0 EXTERIOR MAINTENANCE

22.1 All exterior surfaces that have been previously painted, stained, varnished or which have received other similar protective finishes shall be maintained without visible deterioration from the original finish, or shall be suitably refinished by application of an equivalent preservative.

22.2 Appropriate measures shall be taken to remove any graffiti, markings, stains or other defacement, occurring on the exposed finished exterior surfaces and, where necessary, to restore the exterior surface and adjacent areas to, as near as possible, to its appearance before the markings, stains or defacement occurred.

22.3 In the event of fire or other disaster, measures shall be taken as soon as possible to make the damaged **building** or **accessory building** compatible with its environment. Without restricting the generality of the foregoing, such measures include:

- (a) making the **building** or **accessory building** safe;
- (b) **repairing** of damaged surfaces exposed to view;
- (c) cleaning any damaged surfaces exposed to view;
- (d) refinishing so as to be in harmony with adjoining undamaged surfaces.

22.4 In the event the **building** or **accessory building** is beyond **repair**, the **property** shall be cleared of all remains and left in a graded level and tidy condition.

23.0 VACANT PROPERTY AND VACANT BUILDINGS –
ADDITIONAL STANDARDS

- 23.1 **Vacant property** shall be kept clear of all **waste** and other materials and equipment not otherwise permitted by the zoning by-law.
- 23.2 A **vacant building** shall:
- (a) be secured against unauthorized entry;
 - (b) be protected against the risk of fire, accident, or other danger.
- 23.3 Where a **vacant building** has been vacant for at least sixty (60) consecutive days, a **Property Standards Officer** who reasonably believes that a **vacant building** poses a risk to safety may, in writing, require the **Owner** of a **vacant building** to do any one or more of the following, within the timeframe specified by the **Property Standards Officer**:
- (a) install security measures or devices to the satisfaction of the **Property Standards Officer**, and such measures may include boarding of doors, windows, or other openings; or
 - (b) do any work or **repairs** which, in the opinion of the **Property Standards Officer**, are necessary to secure a **vacant building** from unauthorized entry or protect a **vacant building** against the risk of fire, accident, or other danger.
- 23.4 Where a **vacant building** is boarded or required to be boarded:
- (a) boarding materials shall be installed and maintained in good order;
 - (b) boarding materials shall be installed to exclude precipitation and wind from entering the **vacant building**, and to secure the **vacant building** from

unauthorized entry, and shall be installed within the reveal of the opening frame or cladding, where feasible;

- (c) unless inherently resistant to deterioration, boarding materials shall be treated with a protective coating of paint or equivalent weather resistant material;
- (d) boarding materials shall be selected, coated, coloured, and installed to match surrounding door/window frames and exterior wall finishes.

23.5 Where a **vacant building** remains vacant for more than ninety (90) consecutive days, the **Owner** shall ensure that all utilities serving the **vacant building** are properly disconnected, terminated, or capped, unless such utilities are necessary for the safety or security of the **vacant building**, or unless such utilities are otherwise required by law to remain connected.

23.6 When openings in a **vacant building** previously boarded or secured become unsecured, such openings shall be secured again, and as determined by the **Property Standards Officer** may require the use of materials and fasteners of greater strength, installed in such a manner to deter their removal or destruction.

23.7 Where a **vacant building** has remained vacant or unoccupied for a period of two (2) years and continues in a state of disrepair and deterioration, a **Property Standards Officer** may issue an order to remove all previously installed boarding from windows and doors and to **repair** the **vacant building** in compliance with the standards set out in this By-law.

24.0 ADMINISTRATION AND ENFORCEMENT

- 24.1 A **Property Standards Officer** is responsible for the administration and enforcement of this By-law.
- 24.2 A **Property Standards Officer** may, upon producing proper identification, enter upon any **property** at any reasonable time without a warrant for the purpose of inspecting the **property** to determine,
- (a) whether the **property** conforms with the standards prescribed in this by-law;
 - (b) whether an order made under this by-law and the **Building Code Act** has been complied with.
- 24.3 Despite section 24.2, a **Property Standards Officer** shall not enter or remain in any room or place actually being used as a **dwelling** unless,
- (a) the consent of the **occupant** is obtained, the **occupant** first having been informed that the right of entry may be refused and entry made only under the authority of a warrant issued under the **Building Code Act**;
 - (b) a warrant issued under the **Building Code Act** is obtained;
 - (c) the delay necessary to obtain a warrant or the consent of the **occupant** would result in an immediate danger to the health or safety of any **person**;
 - (d) the entry is necessary to terminate a danger under subsection 15.7 (3) or 15.10 (3) of the **Building Code Act**; or
 - (e) the requirements of section 24.4 are met and the entry is necessary to remove an **unsafe condition** under clause 15.9 (6) (b) of the **Building Code Act** or

to **repair** or demolish under subsection 15.4(1) of the ***Building Code Act***.

24.4 Within a reasonable time before entering the room or place for a purpose described in section 24.3 (e), the **Officer** shall serve the **occupant** with notice of his or her intention to enter it.

24.5 A **Property Standards Officer** for the purposes of an inspection has all the powers as provided for in section 15.8(1) of the ***Building Code Act***.

25.0 ORDERS AND COMPLIANCE

25.1 An **owner** of **property** shall comply with the standards and requirements prescribed in this By-law.

25.2 Every **Property Standards Officer** who finds that a **property** does not conform with any of the standards of this By-law, may make an order pursuant to the provisions of Section 15.2 of the ***Building Code Act***:

- (a) requiring the **property** that does not conform with the standards to be **repaired** and maintained to conform with the standards; or
- (b) requiring that the site be cleared of all **buildings** or **accessory buildings, structures**, debris or refuse and left in a graded and leveled condition.

25.3 Every **owner** of **property** shall comply with an order made pursuant to this By-law and the ***Building Code Act*** requiring compliance as confirmed or modified. If an order of a **Property Standards Officer** is not complied with in accordance with the order as deemed confirmed or as confirmed or modified by the **Committee** or a judge, the **Township** may cause the **property** to be **repaired** or demolished accordingly.

25.4 Where any **person** fails to comply with an order issued, the **Township** may enter and cause the required work to be done at the cost of the **person**. The cost of such work may be recovered by action or by adding the costs to the tax roll and collecting the costs in the same manner as property taxes.

26.0 APPEAL OF ORDER

26.1 An **owner** who has been served with an order made under this By-law and **Building Code Act** and who is not satisfied with the terms or conditions of the order may appeal to the **Committee** by sending a notice of appeal by registered mail to the secretary of the **Committee** within 14 days after being served with the order.

26.2 An order that is not appealed within the time referred to in Section 26.1 shall be deemed to be confirmed.

26.3 The **Committee** shall hear the appeal.

26.4 On an appeal, the **Committee** has all the powers and functions of the **Property Standards Officer** who made the order and the **Committee** may do any of the following things if, in the **Committee's** opinion, doing so would maintain the general intent and purpose of the by-law and of the official plan or policy statement:

- (a) Confirm, modify or rescind the order to demolish or **repair**;
- (b) Extend the time for complying with the order.

26.5 The **Township** in which the **property** is situate or any **owner** or **person** affected by a decision under this section may appeal to the Superior Court of Justice by notifying the

Clerk of the **Township** in writing and by applying to the court within 14 days after a copy of the decision is sent.

26.6 The Superior Court of Justice shall appoint, in writing, a time and place for the hearing of the appeal and may direct in the appointment the matter in which and the **persons** upon whom the appointment is to be served.

26.7 On the appeal, the judge has the same powers and functions as the **Committee**.

26.8 An order that is deemed to be confirmed under section 26.2 or that is confirmed or modified by the **Committee** under section 26.3 or a judge under section 26.7, as the case may be, shall be final and binding upon the **owner** who shall carry out the **repair** or demolition within the time and in the manner specified in the order.

27.0 POWER OF TOWNSHIP TO REPAIR AND DEMOLISH

27.1 If an order is not complied with in accordance with the order as deemed confirmed or as confirmed or modified by the **Committee** or a judge, the **Township** in accordance with section 15.4 of the **Building Code Act** may cause the **property** to be **repaired** or demolished.

27.2 Where an order is not complied with and the **Township** has caused the property to be **repaired** or demolished, the **Township** has priority lien status in accordance with section 1 of the *Municipal Act, 2001, as amended*, on the **property** for the amount spent on the **repair** or demolition and the amount may be added to the tax roll by the Treasurer of the **Township** and may be collected in the same manner as taxes on the **property**.

28.0 EMERGENCY ORDERS

28.1 If upon inspection of a **property** an **Property Standards Officer** is satisfied that there is non-conformity with the standards prescribed in this by-law to such extent as to pose an immediate danger to the health or safety of any **person**, the **Property Standards Officer** may make an order in accordance with section 15.7 of the **Building Code Act** containing particulars of the non-conformity and requiring remedial **repairs** or other work to be carried out immediately to terminate the danger.

29.0 CERTIFICATE OF COMPLIANCE

29.1 After inspecting a **property**, a **Property Standards Officer** who is of the opinion that the **property** is in compliance with the standards established in this By-law, may issue a certificate of compliance to the **owner**.

29.2 The prescribed fee set out in the **Township's Fees and Charges By-law** shall be payable prior to the issuance of a certificate of compliance where it is issued at the request of the **owner**.

30.0 PENALTY

30.1 Every **owner** who fails to comply with an order, as confirmed, any other order, a direction or a requirement made under this By-law is guilty of an offence under Section 36.(1) of the **Building Code Act** and is liable to a penalty or penalties as set out in Section 36 of the **Building Code Act**.

31.0 PROPERTY STANDARDS COMMITTEE

31.1 A **Committee** is hereby established in accordance with the **Building Code Act**.

31.2 The **Committee** shall be composed of such persons, not fewer than three (3), as **Council** considers advisable.

31.3 The **Committee** shall hold office for the term of **Council** or until such time as successors are appointed.

32.0 EXEMPTIONS

32.1 This By-law does not apply to lands on which construction is actively proceeding in accordance with a permit issued pursuant to the *Building Code Act*.

32.2 This By-law does not apply so as to prevent a farm, meeting the definition of "agricultural operation" under the *Farming and Food Production Protection Act, 1998, S.O. 1998 c.1*, from carrying out a normal farm practice as provided for and defined under that Act.

33.0 VALIDITY

33.1 If any section, subsection, paragraph, sentence, clause, or provision of this By-Law be declared by a Court of competent jurisdiction to be invalid, illegal or ultra vires for any reason, all other provisions of this By-Law shall remain and continue in full force and effect and shall remain valid and binding.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 15th DAY OF JULY, 2020.

James Seeley, Mayor

DRAFT



REPORT ADM-2020-026

TO: Mayor and Members of Council

FROM: Glenn Schwendinger CAO/Clerk

MEETING DATE: July 15, 2020

SUBJECT: Covid-19 Update
File: A09-COV

RECOMMENDATIONS

THAT Report ADM-2020-026 entitled Covid-19 Update be received for information.

DISCUSSION

Purpose

This report provides an overview of the current situation with regards to municipal operations as well as an overview of items currently underway.

Background

Report:

This report is an update regarding the activities of the Township as well as reopening status and plans for various Township services and buildings.

The following key items provide a summary of actions taken;

- The Wellington-Dufferin-Guelph Public Health (WDGPH) reports a good decline in new cases and deaths for our area. On June 10th, Dr. Mercer issued a Section 22 Order that requires face masks must be worn in Wellington Dufferin and Guelph when entering a commercial building. The most up to date information can be viewed at

<https://www.wdgpublichealth.ca/your-health/covid-19-information-public/status-cases-wdg>

- At the time of writing this report, the Provincial Emergency Declaration has been extended until July 15th.
- The Province announced “*A Framework for Reopening our Province*” some weeks ago which sets out 3 phases for reopening. On June 19th, the Premier allowed Phase 2, Stage 2 businesses to reopen in most of the Province except for some specific areas that still had high COVID-19 numbers. On June 24th, the Premier allowed the Toronto and Peel areas of the province to enter stage 2.
- Our Leadership Team consisting of all department heads continues to meet through electronic means three times a week to ensure decisions are based foremost on the health, safety and well-being of staff, the well-being of our residents, and the economic viability of our community through initiatives to support our residents and businesses.
- The County Mayors and Chief Administrative Officers continue to have a bi-weekly teleconference call which is coordinated by the County’s County Emergency Management Coordinator (CEMC). These weekly calls include updates from the WDGP, OPP, Paramedics, the County, and member municipalities.

Ongoing Work & Reopening Plans

- Over the past month, staff continue to ensure regular business operations are functioning effectively to support our community. (see June 17th COVID -19 Update Report)
- Staff has policies and procedures in place to ensure processing of applications, receipt of payments, etc. Administration/Finance staff has also been attending the municipal office on an as needed basis to deal with specific matters. Operational staff (Public works and Fire) have been attending the municipal office throughout the pandemic.
- Over the past few weeks additional regulations have been introduced from the Province regarding reopening of businesses including some recreation and parks facilities/services.
- As per the Provincial Framework and WDGP recommendations, various procedures must still be implemented and enforced as these areas open to keep the virus from spreading. Staff have been reviewing the provincial guidelines which set out very specific conditions for reopening. Staff are reviewing the financial impacts to reopening various facilities/programs.

Specifically, the following parks and recreation services/facilities may reopen

- Outdoor team sports may resume, if physically distanced, for training only and with no scrimmages or games. This includes limited access to facilities (e.g., no washrooms, no change rooms, no seating areas, no supplied equipment).
 - Staff have communicated with sports organizations to coordinate with them on the reopening plans to meet specific program needs and regulations. It should be noted that organizations also have provincial and WDG Public Health guidelines to meet for their programs to reopen.
 - At this time several outdoor groups have stated they will not be having a program this summer.
 - Our outdoor sports fields are open for general use, and procedures for renting field space for sports training, and renting park open space are available on the Township's website. Groups of 10 or less are eligible to rent the spaces.
- Community centres remain closed.
 - Staff are currently monitoring the situation regarding provincial and WDGPH guidelines and cost estimates for possible reopening's this fall/winter.
 - Summer camps have been cancelled.

Other Municipal Facilities and Services reopening

- Heritage Committee commenced virtual meetings on July 6th, 2020.
- PDAC will commence virtual meetings on July 14th, 2020.
- Recreation Committee will commence with virtual meetings on August 18th, 2020.
- Our Fire Administration staff continue to work in their offices and are phasing in their regular in-person training sessions with all our volunteer fire fighters, with specific procedures.
- Staff is also planning for a phased-in reopening of our municipal building/offices over the next number of weeks/months. This is consistent with other Wellington County municipalities. Keys to reopening are outlined in the Provincial and WDGPH requirements. While a specific date has not yet been set, the intent is phase in the return of staff, pending interior modifications, accommodations that need to be made. When this does take place, services which cannot be provided remotely will be by appointment only, at the Township Municipal Office. In line with other municipalities, individuals are strongly encouraged to use our online services and refrain from visiting

the municipal offices where possible, due to limited gathering space. Attached to this report is a chart outlining the phased reopening of services at the Municipal Office.

Facilities/programs to remain closed

- Currently, the existing Provincial emergency order maintains the closure of the following
 - All outdoor playgrounds and play structures
 - The PCC
 - The ORC (Gymnasium closed, outdoor arena open)

The Province has made it very clear that municipalities may need additional time to prepare for the opening and may choose to restrict access until they deem appropriate. Municipalities should only open amenities when it is safe to do so.

APPLICABLE LEGISLATION AND REQUIREMENTS

None

ATTACHMENTS

Phased in Re-opening of Municipal Facilities



REPORT BLDG-2020-007

TO: Mayor and Members of Council

FROM: Gerald Moore, Chief Building Official

MEETING DATE: July 15, 2020

SUBJECT: Building Department Monthly Update – June 2020

RECOMMENDATION

That Report BLDG-2020-007 with respect to the Building Department Monthly Update – June 2020 be received for information; and

That Council authorize that future building permit update reports be provided to Council on a quarterly basis.

DISCUSSION

Purpose

The purpose of this report is to provide Council with an update of the activities in the Building Department for June 2020.

Background

Council receives a summary of the Township building permits on a monthly basis. It is recommended that future building monthly updates be provided to Council on a quarterly basis similar to other reports provided by the Township on a quarterly basis (ie. Quarterly Financial Reports, Quarterly By-law Enforcement Occurrence reports, etc).

Financial Implications

The Building Code Act requires that the total amount of building permit fees meets the total costs for the municipality to administer and enforce the Building Code Act and Regulations. Building permit fees were established to fully recover the Township's cost of providing building permit services, including an allocation of administrative overhead/indirect costs. Any surplus revenue from building permit fees is transferred to a restricted reserve, to be drawn upon in years of declining building activity.

APPLICABLE LEGISLATION AND REQUIREMENTS

Building Code Act, 1992, S.O. 1992, c. 23

ATTACHMENTS

Schedule A – June 2020 Monthly report

Permit Comparison Summary

Issued For Period JUN 1,2020 To JUN 30,2020

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
Bylaw						
Pool Enclosure Permit	1	215.00	45,000.00	5	891.32	310,000.00
Commercial/Industrial						
Commercial - No Occupancy Required	1	1,027.00	40,000.00	4	1,190.77	225,000.00
Demolition						
Demolition Permit	3	468.00	60,000.00	0	0.00	0.00
New Residence						
Residential - Occupancy Required	9	45,010.94	4,900,000.00	4	27,728.63	2,800,000.00
Other						
Solar Permit	1	416.00	30,000.00	1	424.00	15,000.00
Other Residential						
Accessory/Farm Buildings	5	5,769.60	518,000.00	4	3,037.63	559,050.69
Deck Permit	2	312.00	7,500.00	2	318.00	34,000.00
Detached Garage	1	896.22	90,000.00	0	0.00	0.00
Residential - No Occupancy Required	3	1,768.65	80,000.00	0	0.00	0.00
Others						
Pool Permit	1	218.76	15,000.00	0	0.00	0.00
Septic						
Sewage Disposal System Permit	8	4,836.00	205,000.00	5	3,180.00	95,000.00
Signs						
Sign Permit	0	0.00	0.00	1	265.00	2,000.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	35	26
Total Dwelling Units Created	6	4
Total Permit Value	5,990,500.00	4,040,050.69
Total Permit Fees	60,938.17	37,035.35
Total Compliance Letters Issued	4	3
Total Compliance Letter Fees	225.00	232.18

Inspection Summary

Ward	Permit Inspections	Other Roll Inspections
000	321	1
Total	321	1

Permit Charge	Amount
Accessory/Farm Buildings	3,037.63
Commercial - No Occupancy Req	1,190.77

Permit Comparison Summary

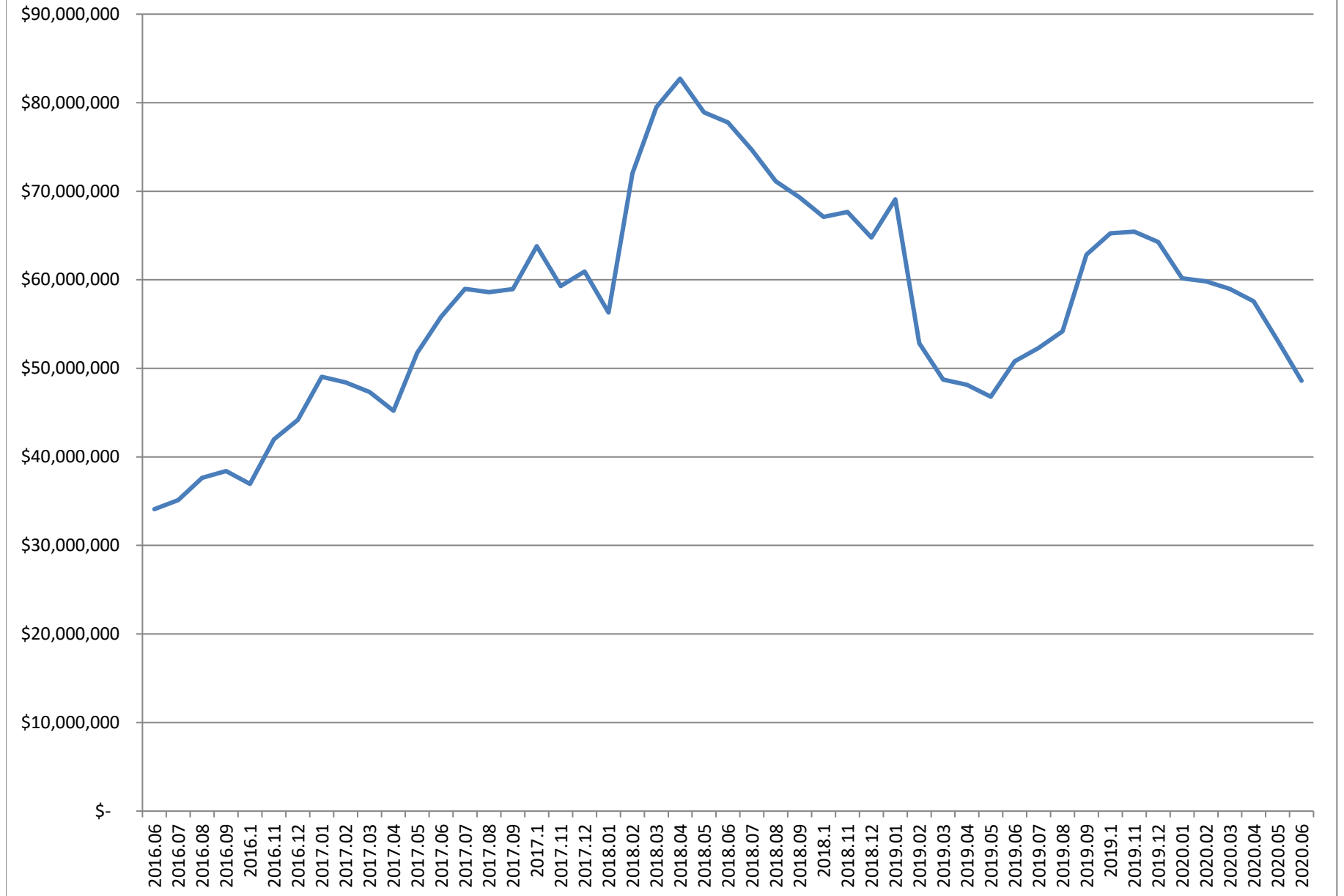
Issued For Period JUN 1,2020 To JUN 30,2020

Deck Permit	318.00
Pool Enclosure Permit	891.32
Residential - Occupancy Requir	27,728.63
Sewage Disposal System Permit	3,180.00
Sign Permit	265.00
Solar Permit	424.00

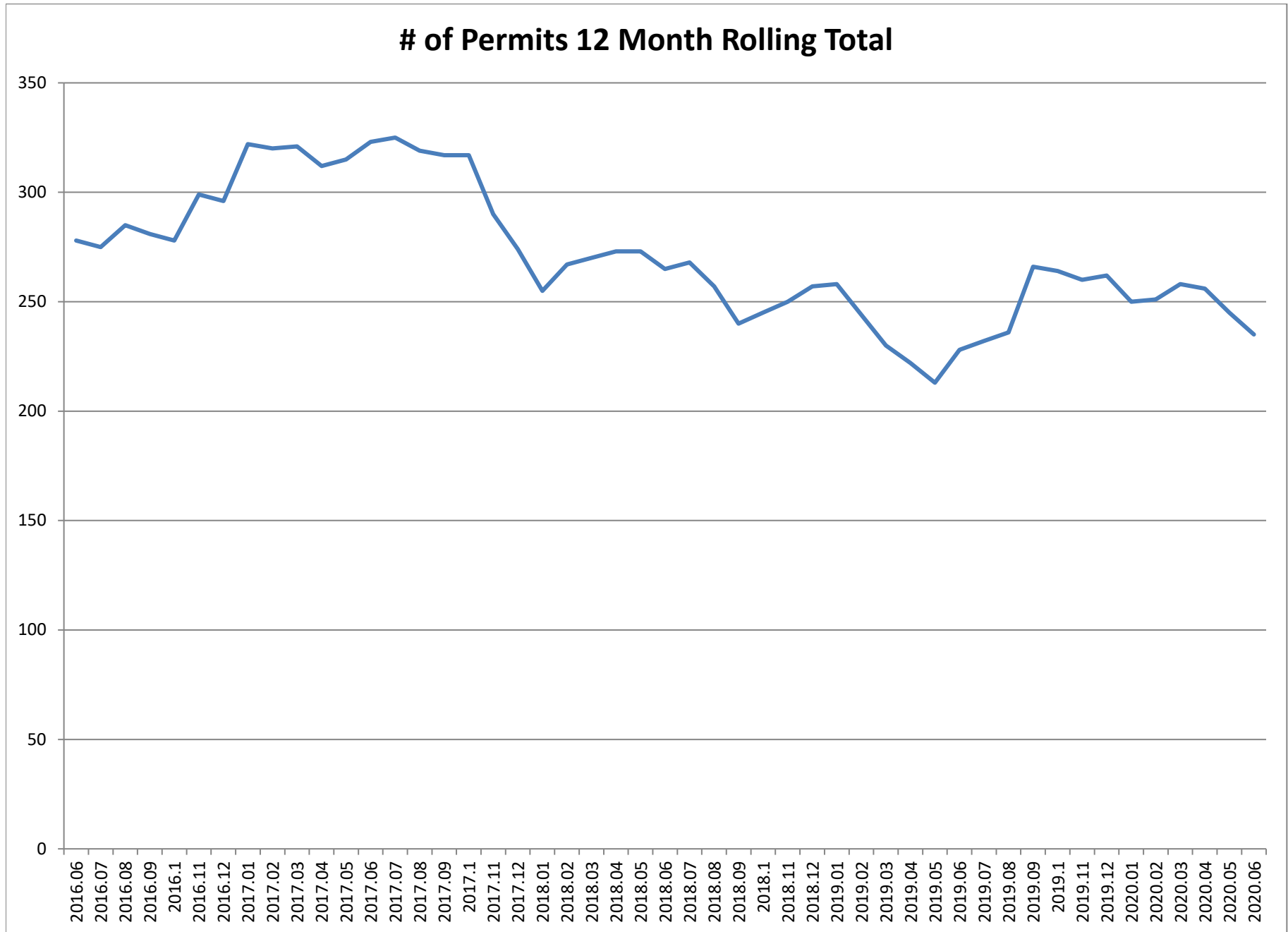
Total	37,035.35
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Note: The Graphs Below only Include Septic Permits in 2012 and beyond

Total Value of Permits 12 Month Rolling Total

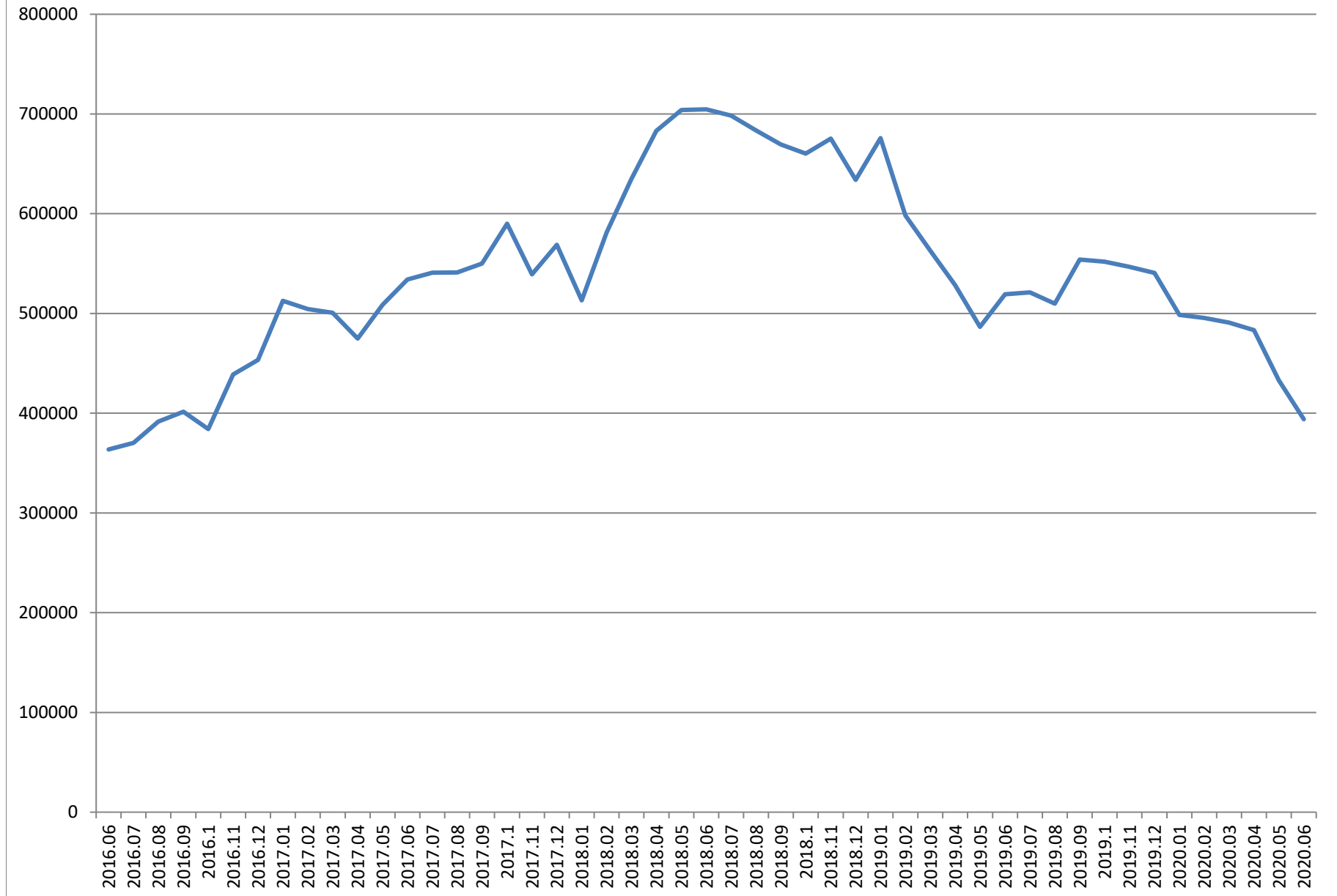


Note: The Graphs Below only Include Septic Permits in 2012 and beyond



Note: The Graphs Below only Include Septic Permits in 2012 and beyond

Permit Fees Collected 12 Month Rolling Total





COUNTY OF WELLINGTON

KIM COURTS
DEPUTY CLERK
T 519.837.2600 x 2930
F 519.837.1909
E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

June 29, 2020

Sent via email: aknight@get.on.ca
Lisa.campion@erin.ca
kokane@centrewellington.ca
bschellengerger@mapleton.ca
annilene@town.minto.on.ca
kwallace@wellington-north.com
gschwendinger@puslinch.ca

Wellington County
Member Municipality Clerks
Amanda Knight, Township of Guelph/Eramosa
Lisa Campion, Town of Erin
Kerri O'Kane, Township of Centre Wellington
Barb Schellenberger, Township of Mapleton
Annilene McRobb, Town of Minto
Karren Wallace, Township of Wellington North
Glenn Schwendinger, Township of Puslinch

Good afternoon,

At its meeting held on June 25, 2020 Wellington County Council passed the following recommendation from the Planning Committee:

That the report titled County Official Plan Review – Progress Report 2 be received for information and forwarded to member municipalities.

Please find a copy of the County Official Plan Review Progress Report 2 enclosed.

Should you have any questions, please contact Sarah Wilhelm, Manager of Policy Planning at 519.837.2600 x 2130 or sarahw@wellington.ca.

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts
Deputy Clerk



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, June 18, 2020
Subject: County Official Plan Review – Progress Report #2



PLANWELL

1.0 Purpose

This is our second progress report for the County Official Plan Review covering the period from January to May of 2020.

2.0 Progress to Date

We have made progress in the following areas:

New Provincial Growth Forecasts

- planning staff attended two “Forecasting Considerations Technical Workshops” hosted by the Ministry of Municipal Affairs and Housing in February 2020 regarding Provincial review of population and employment forecasts in Schedule 3 of the “A Place to Growth: Growth Plan for the Greater Golden Horseshoe” (APTG)

Growth Management

- hosted March 10, 2020 kick-off meeting with Technical Resource Team comprised of CAOs (or designates) from each member municipality, County Planning Director and Planning Managers, and consultants Watson & Associates
- residential and employment land inventories sent to member municipalities for final check
- questionnaires distributed to member municipalities to identify local opportunities and challenges early in the review process
- follow up conference calls scheduled with member municipalities and Watson & Associates in first two weeks of June

Presentation of Process and Key Phases Report (PD2019-17)

- planning staff presented this report to Wellington County Municipal Economic Development Group March 3, 2020
- awaiting confirmation from Town of Erin staff to schedule a date for us to present report to Erin Council

Communications and Engagement

- finalized and released Communications and Engagement Guide in April 2020
- member municipalities may identify local stakeholders through growth management questionnaires

We continue to monitor the following Provincial matters related to the timing and scope of the Official Plan review:

- Anticipated re-release of the 2018 “Land Needs Methodology for the Greater Golden Horseshoe”
- Availability of new forecasts for APTG

For reference, we have appended the project phasing (Appendix A) and a running list of major initiatives related to the project (Appendix B).

Recommendations

That the report “County Official Plan Review – Progress Report #2” be received for information and forwarded to member municipalities.

Respectfully submitted,



Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning

Appendix A	County Official Plan Review Phasing
Appendix B	List of Major Initiatives

APPENDIX A

County Official Plan Review Phasing

Joint MCR and 5-year Review

<div> <div>↑</div> <div>Consultation Throughout</div> <div>↓</div> </div>	PHASE 1	Setting the Stage Fall 2019 – Spring 2020	<ul style="list-style-type: none"> ▪ Background review ▪ Initiate key MCR background studies ▪ Prepare communications and engagement plan ▪ Official project launch ▪ Develop key themes
	PHASE 2	Technical Analysis, Issues and Opportunities 2020	<ul style="list-style-type: none"> ▪ Continue work on MCR background studies ▪ Provincial Policy Statement review ▪ Greenbelt Plan Review ▪ Identify other county and/or local policy priorities
	PHASE 3	Options 2020 - 2021	<ul style="list-style-type: none"> ▪ Prepare policy option discussion papers on key theme areas based on MCR background studies, community engagement and Council input ▪ Report on Provincial Policy Statement consistency, Greenbelt Plan conformity and other policy priorities ▪ Prepare Draft Official Plan Amendment
	PHASE 4	Final Draft Official Plan Review 2021 – early 2022	<ul style="list-style-type: none"> ▪ Prepare final Draft Official Plan Amendment ▪ Follow Planning Act requirements for Official Plan Amendment

APPENDIX B

List of Major Initiatives

Informing the Official Plan Review

PROVINCIAL INITIATIVES

- Growth Plan, 2019
- Greenbelt Plan, 2017
- Provincial Policy Statement, 2020
- Significant amendments to the Planning Act through:
 - Bill 73, the Smart Growth for Our Communities Act, 2015
 - Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017
 - Bill 34, Green Energy Repeal Act, 2018
 - Bill 108, the More Homes, More Choice Act, 2019
- Updates to Source Water Protection Plans
- Bill 132, Better for People, Smarter for Business Act, 2019

COUNTY INITIATIVES

- Active Transportation Plan (2012)
- A Place to Call Home: 10 Year Housing and Homelessness Plan for Guelph Wellington (2018) (5-year update awaiting provincial approval)
- Climate Mitigation Strategy (in process)
- Economic Development Strategic Plan (2012)
- Energy Management Plan (2014)
- Strategic Action Plan (2019)
- Transportation Master Plan (pending)
- Attainable Housing Strategy (2019)
- Wellington County & Member Municipalities Service Review (2019)



New since September 2019 County Planning Committee report PD2019-17

Courtenay Hoytfox

From: Anne MacKay <anne.mackay@hospicewellington.org>
Sent: Friday, July 3, 2020 4:41 PM
To: Courtenay Hoytfox
Subject: Hospice Wellington receives gift to deliver Community Programs in Wellington County
Attachments: Media Release - Hospice Wellington and Rural Community Programs.pdf

Hello Courtenay,

We spoke earlier about the incredibly generous donation Hospice Wellington received dedicated to offering Support Programs to the rural communities of Wellington County. I had a hunch that the Puslinch Councillors might want to know about this good news. If your Councillors would like a presentation as we move forward, please welcome to drop me a note.

Hospice Wellington is at the very beginning of this project. Right now, we are:

- Looking to see who might be local contacts – **please feel welcome to point any interested agencies or municipal staff to me**
- Learning if there are more local agencies or people with whom we should connect – **I am happy to talk to other groups**
- Asking for options on:
 - Where people might meet for groups – somewhere that is a natural meeting place locally and offers people privacy. – **I welcome your ideas**
 - Where a new staff person might use a desk when he or she is in the community – **the staff will probably be someone based in the rural community who travels weekly, so it might just be a spot where they could use the internet, a desk and privacy for making calls to participants**

I will thank you in advance for your expertise. My colleague, Dale Gellatly, and I are working to get initial connections made before a new program staff person comes on board.

Courtenay, if you have any questions, suggestions or concerns as we move forward, please feel welcome to email or call me at 519-836-3921 ext 251. I'm delighted to share this news with you.

Cheers for now, Anne

Anne MacKay
Personal Giving Officer



795 Scottsdale Drive
Guelph, ON N1G 3R8
519.836.3921 x 251

www.hospicewellington.org
anne.mackay@hospicewellington.org

Visit us on social media:

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FOR IMMEDIATE RELEASE

Hospice Wellington
Guelph, Ontario
Contact: John Gilbert
Email: john.gilbert@hospicewellington.org

\$250,000 Gift to Hospice Wellington Places Focus on Supports in Rural Communities

Guelph, Ont. – June 17, 2020 - Hospice Wellington announced today that a very special gift from Klara and Oscar Bookbinder's estate will allow them to begin a three-year pilot project in rural communities.

In honour of the care that they each received in the Hospice Wellington residence during their final days, Klara and Oscar Bookbinder's estate has committed invested \$250,000 over the next three years. In keeping with their deep affection for the rural community that welcomed them, their gift will allow the creation of a three-year pilot of the Hospice Wellington Rural Community Programs for the people of Guelph/Eramosa, Wellington County and off-site spaces in Guelph.

Peter Hannam, Executor of the Bookbinder Estate shared, "this is a tribute to the friendly, 24-hour, caring atmosphere that Hospice Wellington provided for the Bookbinders".

The 2018 Rural Wellington Health Advisory Table's Community Health Needs Assessment identified the rural community's need and wish for more supports around palliative and grief programming. The project would seek to serve three groups – individuals who are dealing with their own life limiting illness, their caregivers and people who are grieving. As with all Hospice Wellington programs, individuals and families would have complementary access to these programs.

Rural communities have their own established connections, and partnering with people in their local communities can make it much easier to learn of, and to reach out for support. Hospice Wellington looks forward to working with the agencies in the community of Guelph-



Eramosa, home to Klara and Oscar Bookbinder, and those within the communities of Wellington County and the City of Guelph. The impact of this gift is a monumental step for people dealing with end of life and grief. It is a shining tribute to the Bookbinder's life-long example of welcome and inclusion.

"We are so honoured to partner with the legacy of Klara and Oscar Bookbinder. It was our privilege to serve them each at the end of their lives. Through their vision of serving others, we will be able to connect with more communities, rural and urban, to deliver programs to people closer to their own homes," says Pat Stuart, Hospice Wellington's executive director. "The first immediate step will be to connect with those Guelph/Eramosa and Wellington County communities that have already expressed an interest in services and speak to others to assess interest."

Klara and Oscar Bookbinder

Klara and Oscar Bookbinder were a couple who emigrated to Canada from their native Hungary. After living in Toronto, they settled in Rockwood bringing with them a devotion to and a long history of teaching of music to children, both in Toronto and Rockwood. Their nurturing of young musicians led to both richer lives and, for some, new career paths.

Hospice Wellington

Hospice Wellington provides and promotes hospice palliative care for individuals and their families in Guelph and Wellington County. Visit www.hospicewellington.org for more information about the 10-bed residence and community level that offers workshops, programs, supports and events throughout the year.

June 2020
A White Paper on:

Proposed Amendment 1 to A Place to Grow & Proposed New Land Needs Assessment Methodology



Introduction



On June 16, 2020, the Province of Ontario released Proposed Amendment 1 to A Place to Grow (A.P.T.G.): Growth Plan for the Greater Golden Horseshoe (G.G.H.), 2019, hereafter referred to as the Growth Plan. This proposed Amendment has been provided in conjunction with a proposed “new” Land Needs Assessment (L.N.A.) methodology for the G.G.H. These proposed policy changes will be finalized after the prescribed public consultation and comment period which ends July 31, 2020. Proposed Amendment 1 will update the Growth Plan, while the proposed new L.N.A. methodology will replace the current L.N.A. methodology, 2018. The effective date for Proposed Amendment 1 will be determined by the Province when it is finalized.

Provided below is an overview of the key changes to the Growth Plan and the L.N.A. methodology. This White Paper, prepared by Watson & Associates

Economists Ltd. (Watson), addresses the impacts of Proposed Amendment 1 on future population and employment growth and long-term urban land needs assessments across the G.G.H.

Technical Report: Greater Golden Horseshoe: Growth Forecast to 2051

As background to Proposed Amendment 1, a Technical Report was prepared in June 2020 by Hemson Consulting Ltd. for the Ministry of Municipal Affairs and Housing (M.M.A.H.).¹ The 2020 Technical Report draws on feedback provided during the winter of 2020 from two provincially sponsored stakeholder groups, including an Advisory Group and a Technical Group. The 2020 Technical Report serves as background to the review of the growth forecasts provided in Schedule 3 of the Growth Plan initiated in 2019 and includes updated population and employment forecasts for all upper-tier and single-tier municipalities to the year 2051, including Low, Reference and High Growth Scenarios.²

¹ Technical Report prepared by Hemson Consulting Ltd. for the Ministry of Municipal Affairs and Housing. Greater Golden Horseshoe: Growth Forecast to 2051. June 16, 2020. Hemson Consulting Ltd. This report represents an update to the 2012 Technical Report prepared by Hemson Consulting Ltd. in November 2012, as background to Proposed Amendment 2 to the Growth Plan for the Greater Golden Horseshoe, 2006. Both Technical Reports are referred to throughout this White Paper.

² Appendix B of the Technical Report includes details regarding the forecast results by upper-tier and single-tier municipality with respect to population, housing by type and employment by type.

Overview of Proposed Amendment 1 to A Place to Grow

The following key policies remain unchanged:

- **Housing Intensification and Greenfield Density Targets** – No changes have been made to the minimum housing targets identified for the Built-up Area (B.U.A.) or Designated Greenfield Area (D.G.A.) minimum density targets.
- **Growth Plan, 2019 Schedule 3 Population and Employment Forecasts** – The Minister is proposing to maintain the Schedule 3 forecasts for 2031 and 2041 with Schedule 3 of

the Growth Plan. This is to ensure continuity of the work that municipalities have undertaken to bring their Official Plans (O.P.s) into conformity with these forecasts.

Growth Plan Conformity Deadline – The date by which municipalities must conform with the proposed policies in Proposed Amendment 1 to A.P.T.G. will remain as July 1, 2022. Transition policies have not been included in Proposed Amendment 1.

The following key policies regarding the implementation of the revised Schedule 3 growth forecasts are proposed to be changed:

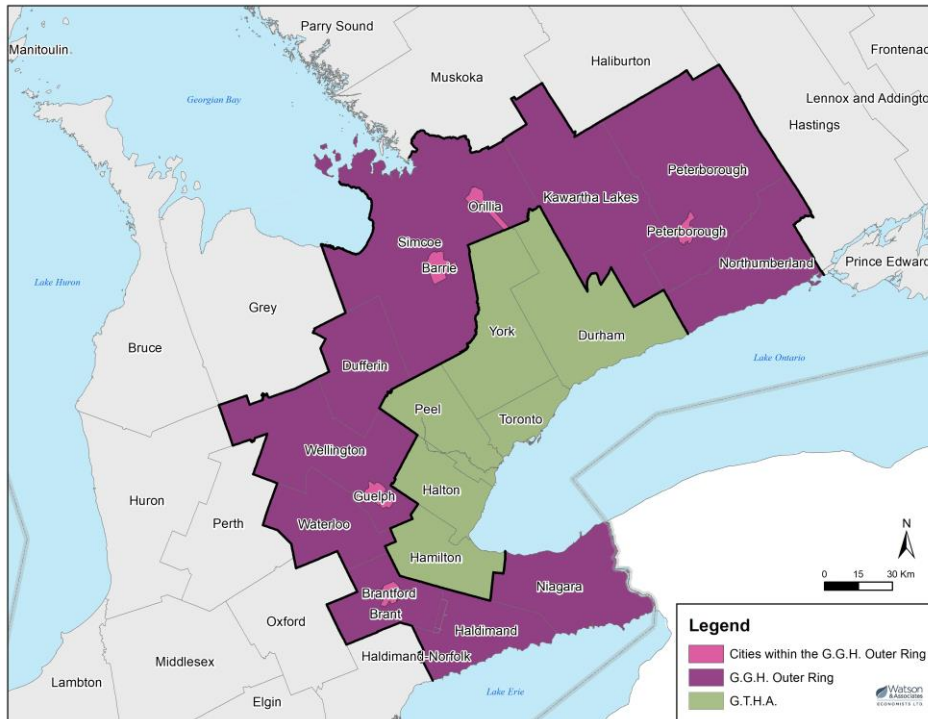
- **The Planning Horizon has been Extended to 2051** – The population and employment growth forecast horizon in Schedule 3 of the Growth Plan has now been extended to 2051. Within the G.G.H., the Growth Plan provides that the applicable time horizon for land-use planning is 2051.
- **The Forecasts in Schedule 3 of the Growth Plan are to be Treated as Minimums** – Lower forecasts for population, dwellings by type or employment are not permitted. It is noted by Watson that further clarification will be required by the Province in cases where long-term growth potential is constrained by municipal water and/or wastewater servicing capacity.
- **Higher Growth Forecast Alternatives are Permitted** – G.G.H. upper-tier and single-tier municipalities may establish higher

growth forecasts through their respective Municipal Comprehensive Review (M.C.R.) exercise.

- **Simcoe Area Growth Forecasts** – Schedule 7 of the Growth Plan, which provides population and employment growth allocations by lower-tier municipality in Simcoe County for the year 2031, has been removed.



Map 1: Greater Golden Horseshoe (G.G.H.)



According to the Statistics Canada 2016 Census, the population and employment base of the G.G.H. was 9.5 million and 4.6 million, respectively.¹

By 2051, the G.G.H. population and employment base is forecast to reach 14.9 million persons and 7.0 million jobs in accordance with the Proposed Amendment 1 Reference Forecast, Schedule 3 to the Growth Plan.

Other Key Policy Changes

- **Alignment of policies with the Provincial Policy Statement (P.P.S.), 2020** – Notable changes which will impact long-term land needs assessments across the G.G.H. include:
 - Municipalities must, at all times, have enough land with servicing capacity to provide at least a three-year supply of residential units available through lands suitably zoned in lower-tier municipalities.
 - Municipalities shall also plan to maintain the ability to accommodate residential growth for a minimum of 15 years.
- **Major Transit Station Areas (M.T.S.A.s) in Provincially Significant Employment Zones (P.S.E.Z.)** – This policy amendment would allow conversions of Employment Areas identified as a P.S.E.Z. and located within an M.T.S.A., as delineated in an O.P., to occur before the next M.C.R.

¹ All population figures reported herein are upwardly adjusted by approximately 3% to account for the net Census under-coverage. The net Census under-coverage represents the net number of people who are estimated to be missed during Census enumeration.

What is a Provincially Significant Employment Zone?

Provincially Significant Employment Zones (P.S.E.Z.) Areas have been “defined by the Minister in consultation with affected municipalities for the purpose of long-term planning for job creation and economic development. P.S.E.Z. can consist of Employment Areas as well as mixed-use areas that contain a significant number of jobs.”¹

- **Provincially Significant Employment Zones (P.S.E.Z.)** – Additional work by the Province will begin shortly to examine how P.S.E.Z. can support post-COVID-19 economic recovery, support the retention and expansion of existing industrial and manufacturing operations, and how the zones can attract investment.

Proposed New Land Needs Assessment (L.N.A.) Methodology

A new outcome-based L.N.A. methodology, if approved, would replace the existing L.N.A.

methodology (2018). The new methodology retains the outline of the 2018 methodology and removes all detailed technical steps. It provides an outline of what should be considered in the L.N.A. and the ultimate outcome requirements (e.g. establishing urban land needs, addressing an intensification target, and addressing a D.G.A. density target). Key components of the proposed new L.N.A. methodology include:

- **Schedule 3 Continues to be the Baseline** – Schedule 3 is to be used by all upper-tier and single-tier G.G.H. municipalities.
- **Alternative Growth Assumptions** – Municipalities may develop alternative growth assumptions to the horizon of the Growth Plan if they demonstrate they can provide a range of housing to achieve market-based demand.
- **Dwelling Type Categorization** – Housing demand can include age-specific household formation rates, in order to forecast growth in the number of households to the Growth Plan horizon, categorized by dwelling type (i.e. ground-related versus apartments).
- **Housing Adjustments** – Household demand can be adjusted for factors such as changes in vacancy rates, market contingencies, additional housing needs for post-secondary students, temporary workers or units that will be lost over time for various reasons.
- **Housing Allocation** – Municipalities, in consultation with the public, are to allocate forecast housing demand for the housing market area using factors such as past and future market shares, planned urban structure, housing affordability and a mix of housing forms and intensification. This includes preparing an inventory of housing in the B.U.A., D.G.A. and other areas including rural settlements and rural areas outside settlement areas.
- **Employment Area Land Needs Assessment** – Municipalities are to address the following Growth Plan requirements:
 - Within settlement areas, make more efficient use of existing Employment Areas, vacant and underutilized employment lands, and increase employment densities;
 - Direct major office and appropriate institutional development to urban

¹ Growth Plan, 2019, definitions, p. 80.

growth centres, M.T.S.A.s and other strategic growth areas with existing or planned frequent transit service; and

- Prohibit or establish a size and scale threshold to prohibit any major retail exceeding this threshold in Employment Areas.

Will the Proposed New Land Needs Assessment (L.N.A.) Methodology Change the Way Long-Term Urban Land Needs Assessments are Conducted in the G.G.H.?

The proposed new L.N.A. methodology will allow for greater flexibility regarding the way in which upper-tier and single-tier municipalities conduct long-term urban land needs assessments in the G.G.H. through their respective M.C.R. processes. The proposed new L.N.A. methodology, however, still requires that all G.G.H. municipalities continue to provide outcomes related to the following:

- Population and Employment Forecasts;
- Housing Needs Analysis;
- Housing Allocations and Residential Land Supply Analysis;
- Community Area Jobs Analysis and Land Needs Assessment; and
- Employment Area Land Needs Assessment.

It is recommended by Watson that the level of detail provided through the L.N.A. process should correspond with the magnitude of growth and level of complexity regarding the growth management issues faced by each of the respective upper- and single-tier municipalities across the G.G.H.

Review of Proposed Schedule 3 Population and Employment Growth Forecasts for the Greater Golden Horseshoe (G.G.H.)

What is the Forecast Population and Employment for the G.G.H. by the Year 2051?

Figure 1 and Figure 2 summarize the 2051 population and employment growth forecast for the G.G.H. between the Greater Toronto Hamilton Area (G.T.H.A.) and the G.G.H. Outer Ring. By 2051, the G.G.H. population and the employment base are forecast to reach 14.9 million and 7 million, respectively. This represents an annual population and employment increase of 155,000 and 70,000. As identified in Figure 1, the G.T.H.A. experienced a relatively higher rate of population and employment compared to the G.G.H. Outer Ring over the 2001 to 2016 period. Between 2016 and 2051, the forecast annual population and employment growth rate for the G.G.H. Outer Ring is anticipated to increase significantly, largely driven by continued outward growth pressure from the G.T.H.A. In fact, the forecast annual rate of employment growth in the G.G.H. Outer Ring is expected to exceed that of the G.T.H.A. over the 2016 to 2051 planning horizon.

Figure 1
G.G.H. Population Growth Forecast to 2051

Area	Population			2001 to 2016		2016 to 2051	
	2001	2016	2051	Total Population Growth	Annual Population Growth	Total Population Growth	Annual Population Growth
G.T.H.A.	5,807,000	7,180,000	11,172,000	1,373,000	91,500	3,992,000	114,100
G.G.H. Outer Ring	1,971,000	2,289,000	3,703,000	318,000	21,200	1,414,000	40,400
Total	7,778,000	9,469,000	14,875,000	1,691,000	112,700	5,406,000	154,500

Source: Derived from Growth Plan for the Greater Golden Horseshoe Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd.
Figure by Watson & Associates Economists Ltd., 2020.

Note: Population includes the net Census undercount. Figures may not sum to totals due to rounding.

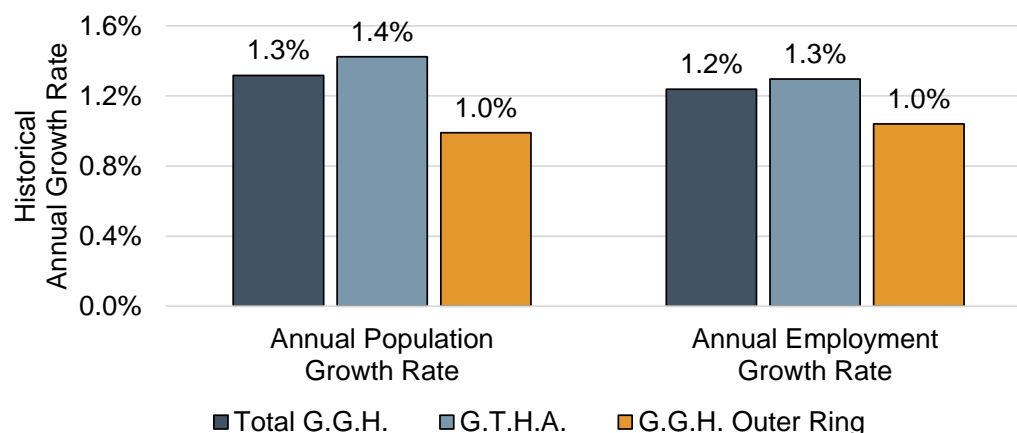
Figure 2
G.G.H. Employment Growth Forecast to 2051

Area	Employment			2001 to 2016		2016 to 2051	
	2001	2016	2051	Total Employment Growth	Annual Employment Growth	Total Employment Growth	Annual Employment Growth
G.T.H.A.	2,938,000	3,564,000	5,360,000	626,000	41,700	1,796,000	51,300
G.G.H. Outer Ring	863,000	1,008,000	1,648,000	145,000	9,700	640,000	18,300
Total	3,801,000	4,571,000	7,008,000	770,000	51,300	2,437,000	69,600

Source: Derived from Growth Plan for the Greater Golden Horseshoe Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd.
Figure by Watson & Associates Economists Ltd., 2020.

Note: Population includes the net Census undercount. Figures may not sum to totals due to rounding.

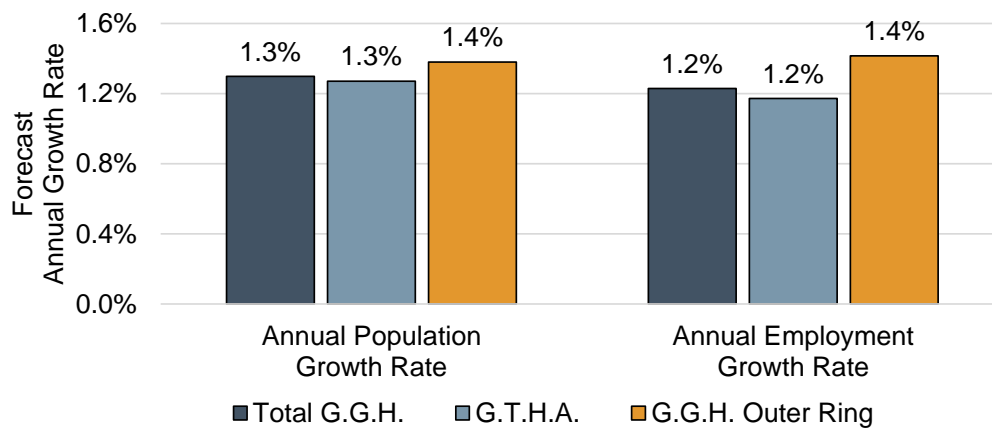
Figure 3
G.G.H. Population and Employment Annual Historical Growth Rates, 2001 to 2016



Note: Population includes the net Census undercount.

Source: Derived from Growth Plan for the Greater Golden Horseshoe Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd. Figure by Watson & Associates Economists Ltd., 2020.

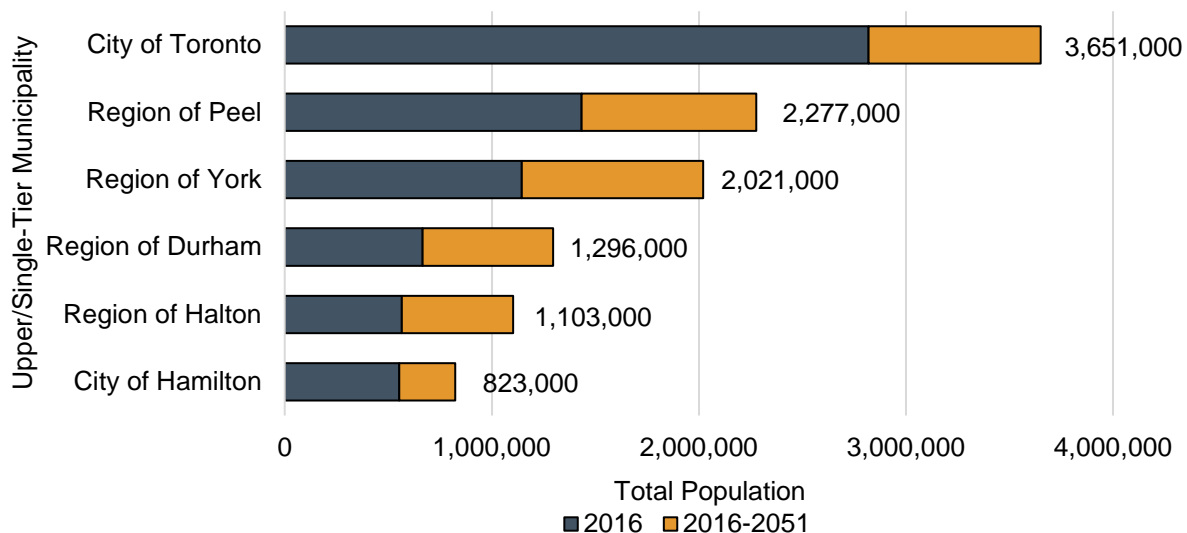
Figure 4
G.G.H. Population and Employment Forecast Growth Rates, 2016 to 2051



Source: Derived from Growth Plan for the Greater Golden Horseshoe Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd. Figure by Watson & Associates Economists Ltd., 2020.

Figures 5 through 12 summarize the 2051 population and employment forecasts as well as annual growth rates by upper-tier/single-tier municipality between 2016 and 2051 in accordance with the 2020 Technical Report, Reference Scenario.

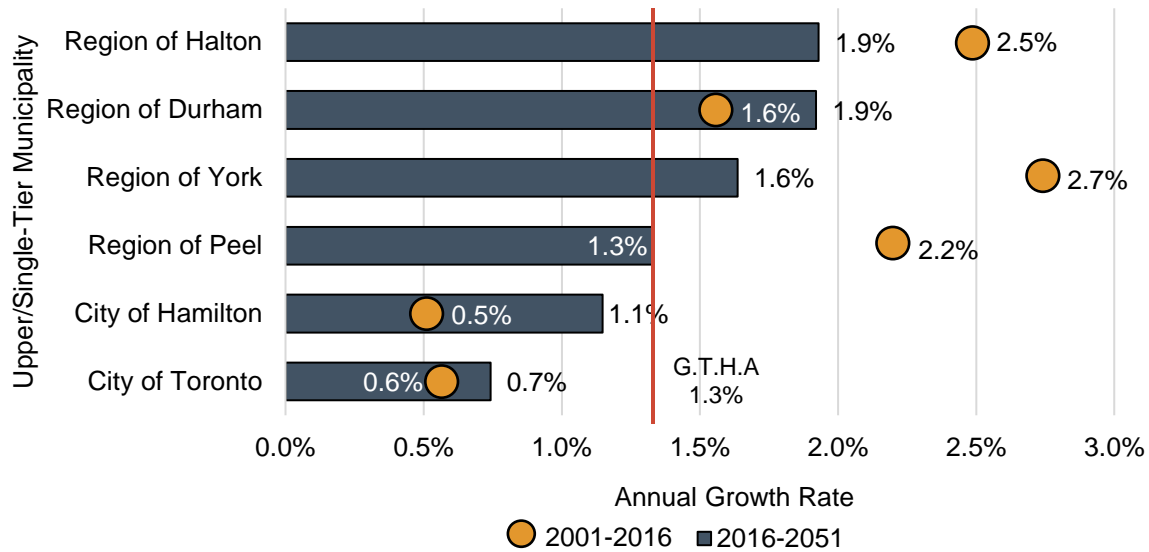
Figure 5
G.T.H.A. 2051 Population Forecast (Reference Scenario)



Note: Population includes the net Census undercount.

Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.

Figure 6
G.T.H.A. Annual Population Growth Rate (Reference Scenario) 2016 to 2051

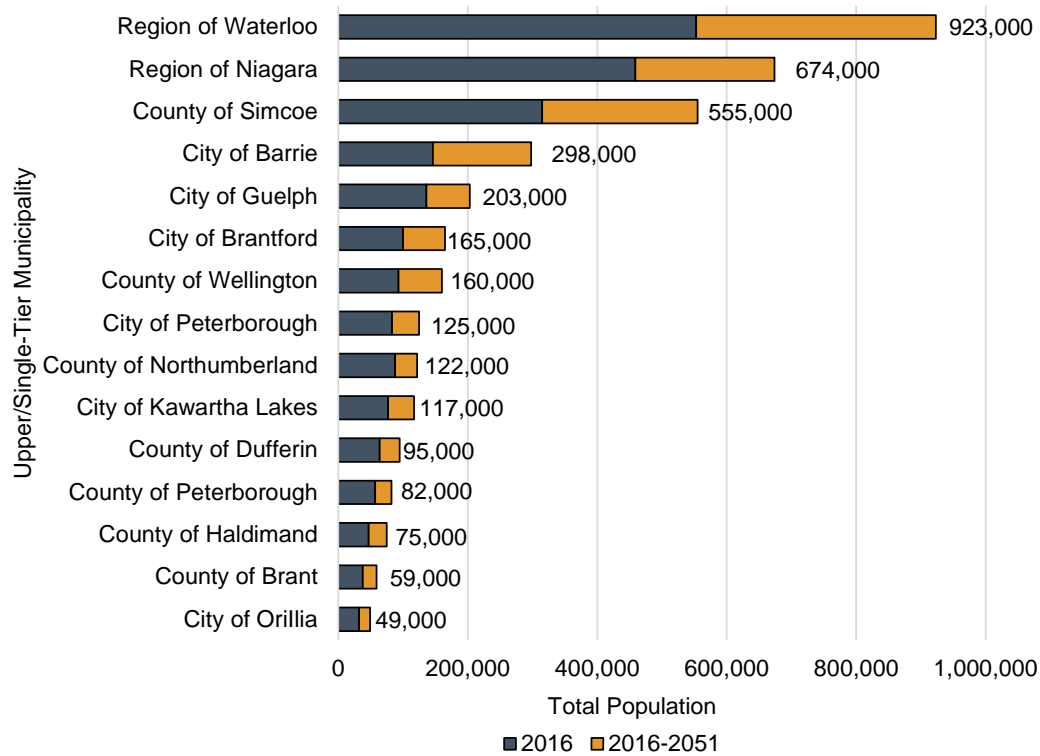


Note: Population includes the net Census undercount.

Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.



Figure 7
G.G.H Outer Ring 2051 Population Forecast (Reference Scenario)

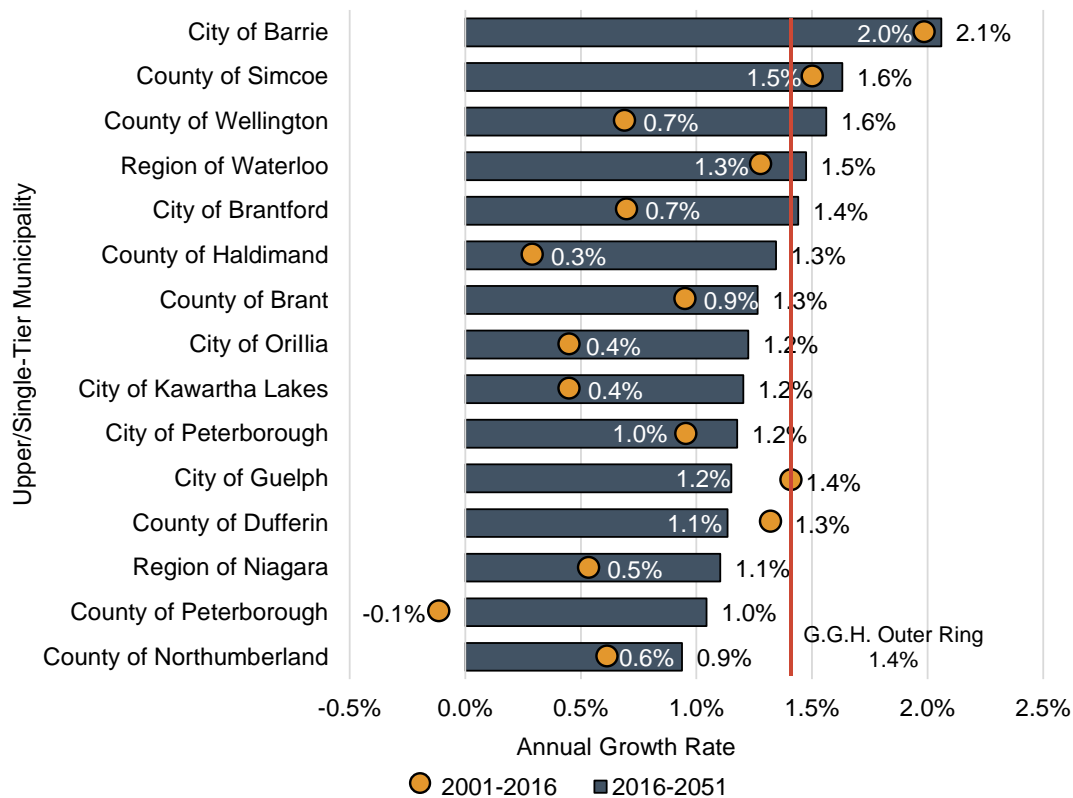


Note: Population includes the net Census undercount.

Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.

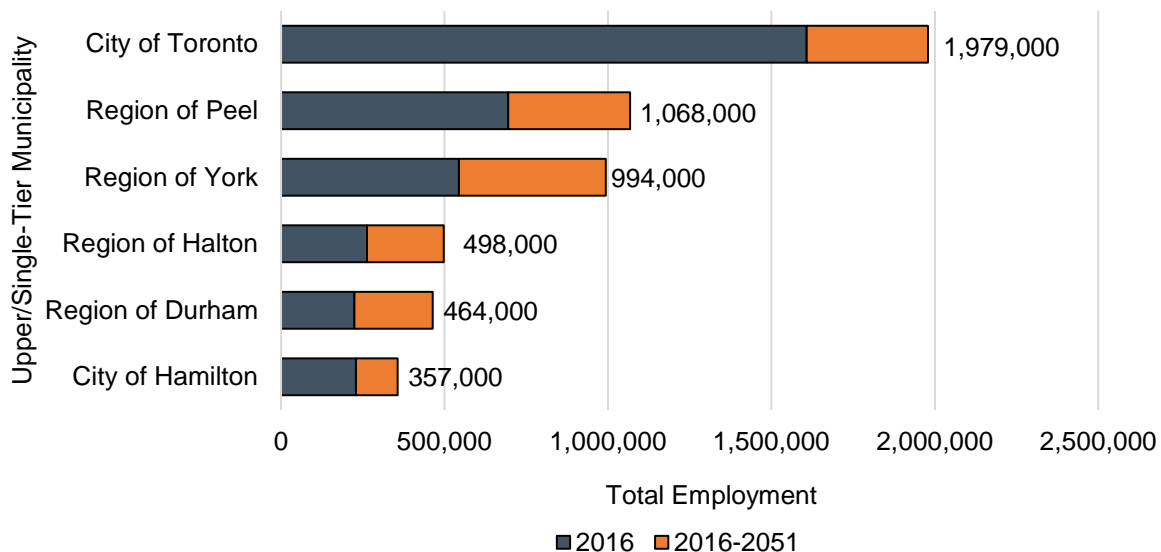


Figure 8
G.G.H. Outer Ring Annual Population Growth Rate (Reference Scenario) 2016 to 2051



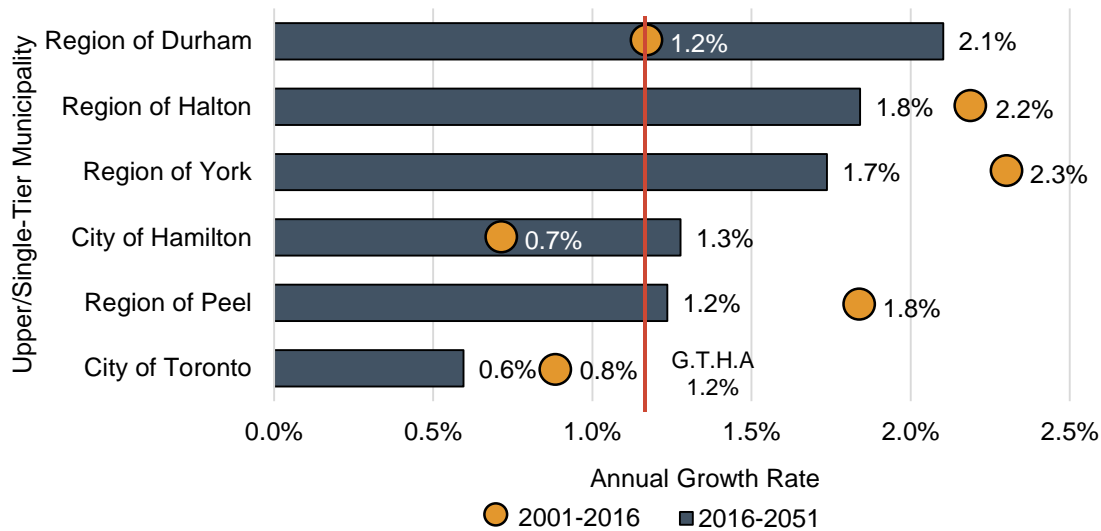
Note: Population includes the net Census undercount.
Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.

Figure 9
G.T.H.A. 2051 Employment Forecast (Reference Scenario)



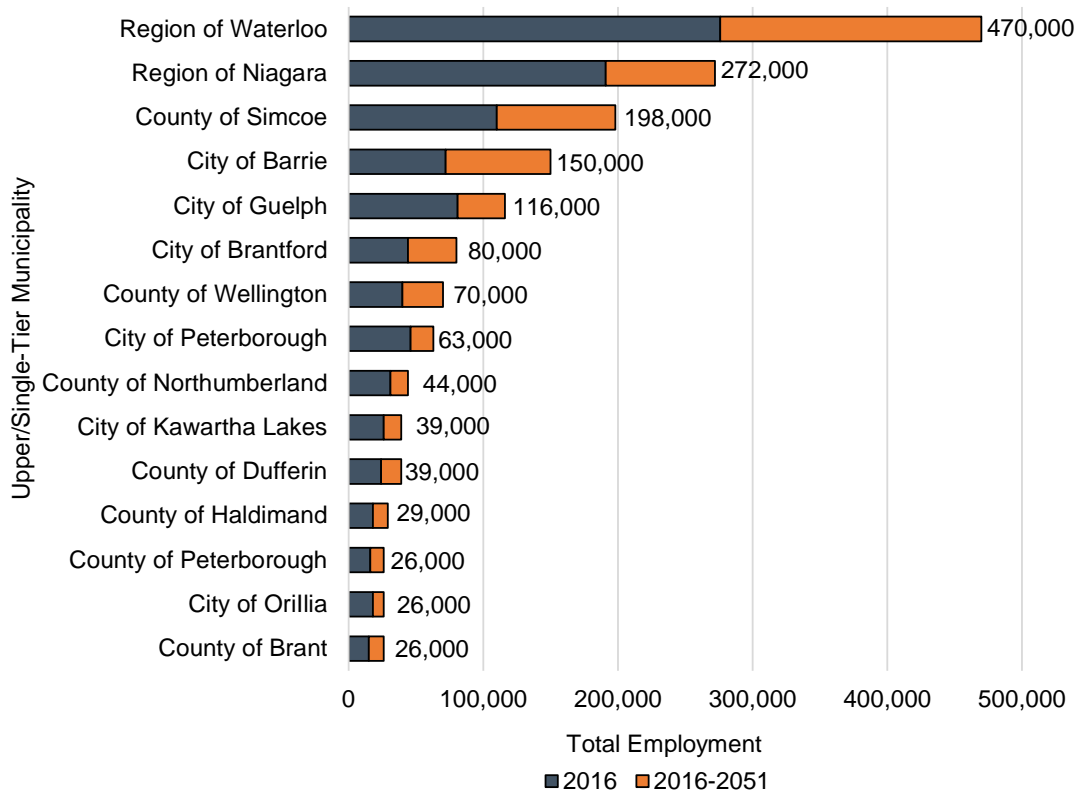
Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.

Figure 10
G.T.H.A. Annual Employment Growth Rate (Reference Scenario) 2016 to 2051



Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.

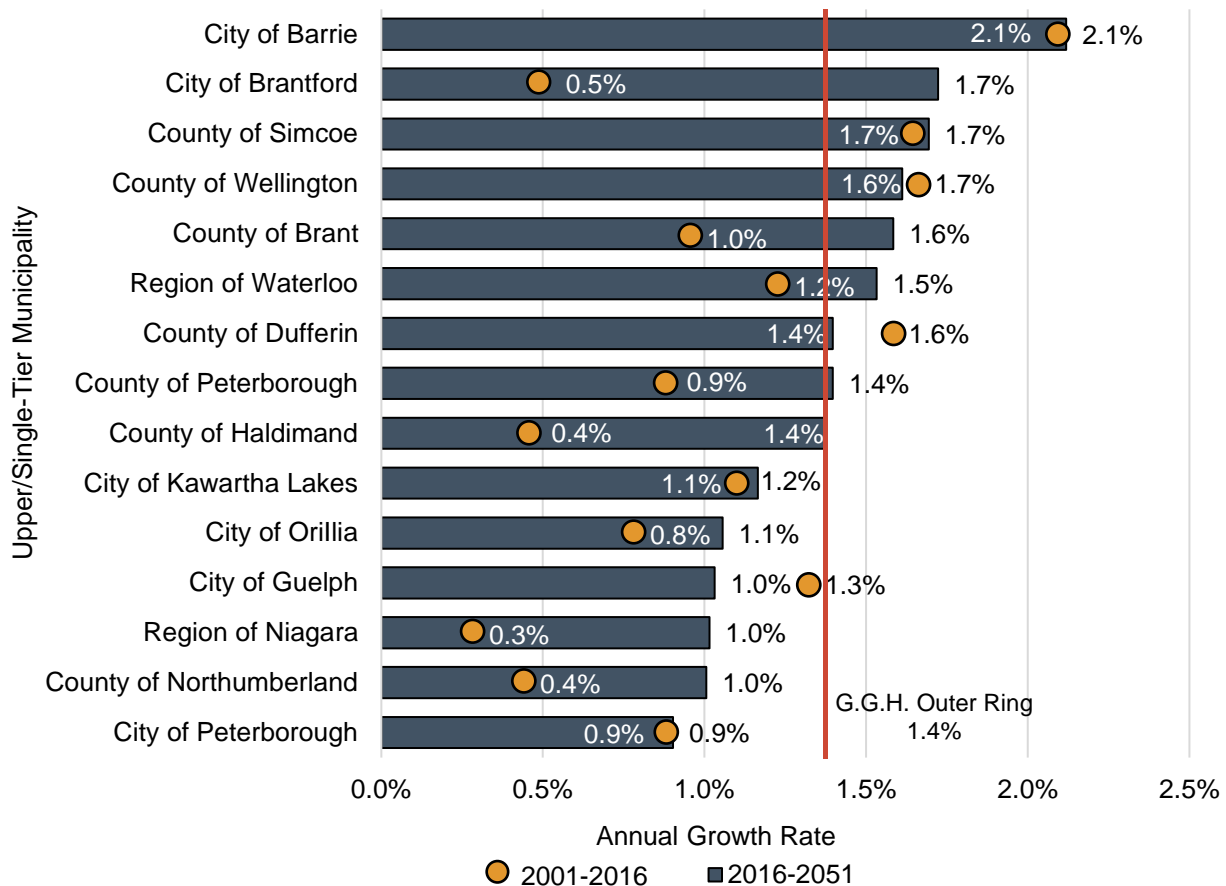
Figure 11
G.G.H. Outer Ring 2051 Employment Forecast (Reference Scenario)



Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.

Figure 12

G.G.H. Outer Ring Annual Employment Growth Rate (Reference Scenario) 2016 to 2051



Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.

Are the G.G.H. Reference Growth Forecasts Trending Higher or Lower than the Schedule 3 Forecasts Currently in the Growth Plan?

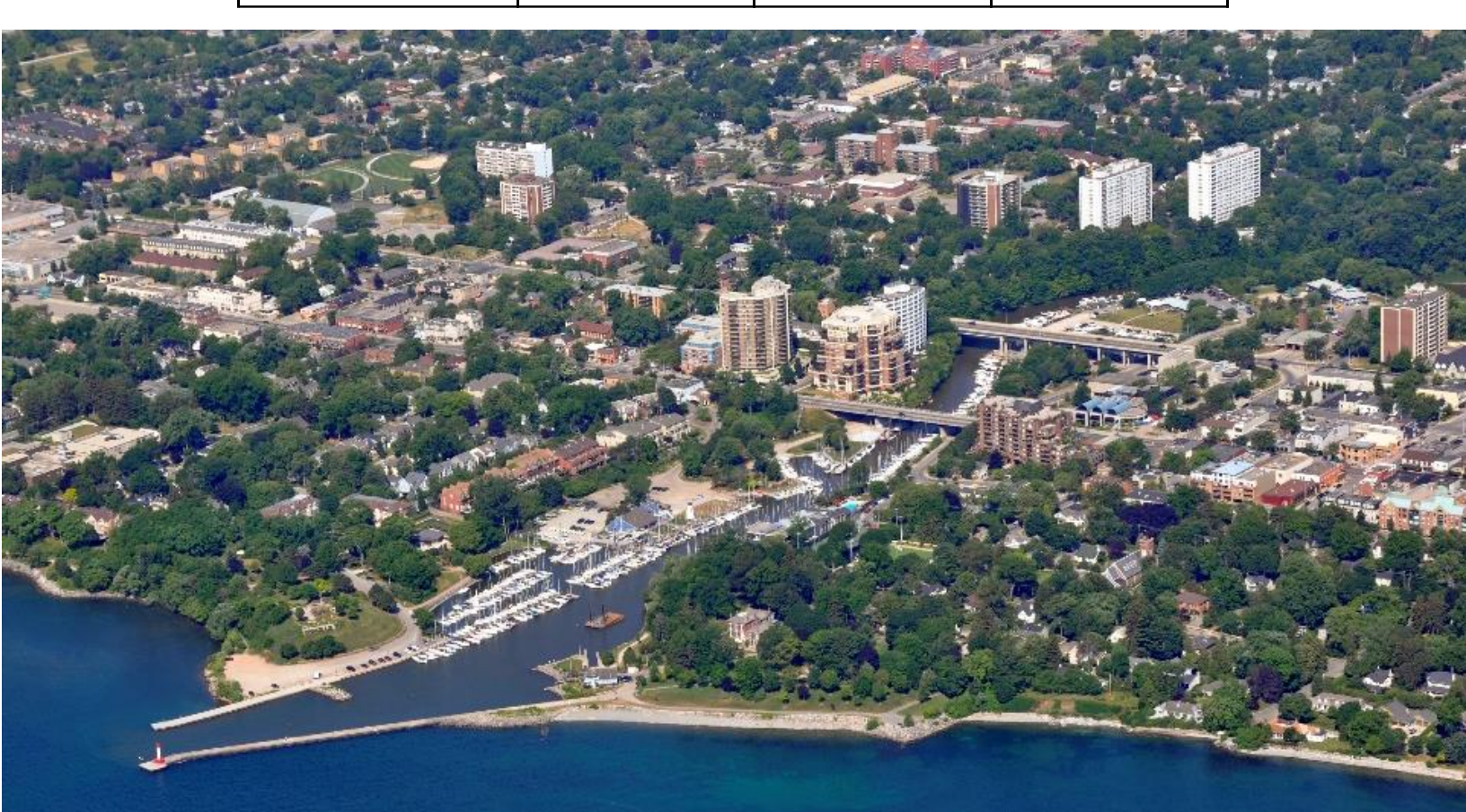
As previously stated, the 2020 Technical Report provides a range of revised G.G.H. population and employment forecast scenarios for each of the upper-tier and single-tier municipalities in 10-year increments to the year 2051. Based on the Reference population and employment Growth Scenarios prepared under the 2020 Technical Report, it is anticipated that by 2041 the G.G.H. population and employment base will be lower by 170,000 persons and 17,000 jobs in comparison to the current forecasts provided in Schedule 3 of the Growth Plan. As previously noted, it is important to recognize that Proposed Amendment 1 population and employment forecasts are to remain consistent with the Schedule 3 growth forecasts in the Growth Plan. The proposed Schedule 3 Growth Plan growth forecasts represent minimums for the purpose of Growth Plan conformity.

Figure 13
G.G.H. Population Forecast to 2041, 2020 Technical Report

Population	Total Population by 2041		
	A Place to Grow (2019)	2020 Technical Report	Difference
G.T.H.A.	10,130,000	10,003,000	-127,000
G.G.H. Outer Ring	3,350,000	3,307,000	-43,000
Total G.G.H	13,480,000	13,310,000	-170,000

Figure 14
G.G.H. Employment Forecast to 2041, 2020 Technical Report

Employment	Total Employment by 2041		
	A Place to Grow (2019)	2020 Technical Report	Difference
G.T.H.A.	4,820,000	4,805,000	-15,000
G.G.H. Outer Ring	1,450,000	1,448,000	-2,000
Total G.G.H	6,270,000	6,253,000	-17,000



Which G.G.H. Municipalities are Anticipated to Experience Higher and Lower Population and Employment by 2041?

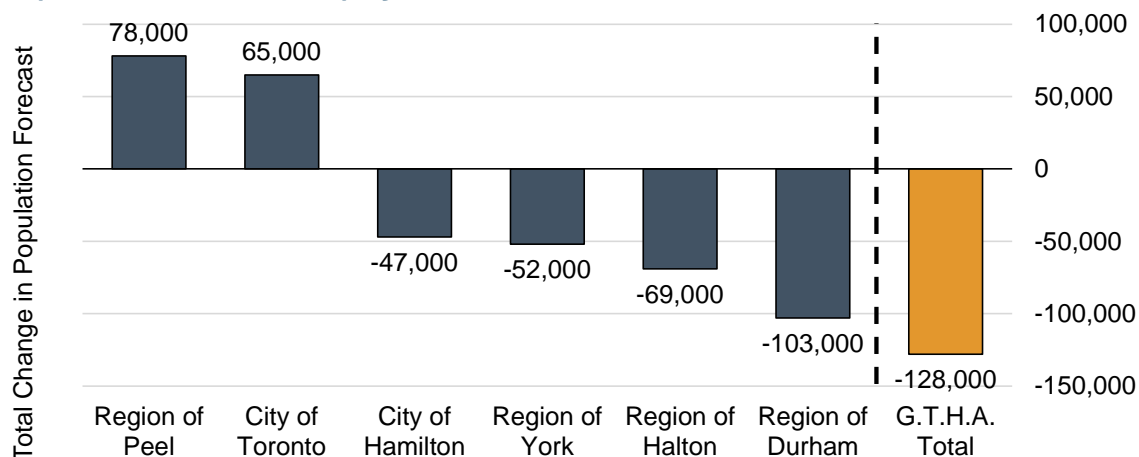
Figure 15 through Figure 18 compare the differences in the 2041 population and employment forecasts for each of the upper-tier and single-tier municipalities across the G.T.H.A. and G.G.H. Outer Ring, between Schedule 3 of the Growth Plan and the results of the 2020 Technical Report, Reference Scenario.

G.T.H.A. Population and Employment Comparison, 2041



- By 2041, a higher population is forecast for the City of Toronto and the Region of Peel, while a lower population is anticipated for the City of Hamilton, Region of York, Region of Halton, and Region of Durham.
- Significantly higher employment is forecast for the City of Toronto, while lower 2041 employment levels are anticipated for the Region of Peel, City of Hamilton, Region of York, Region of Halton, and Region of Durham.

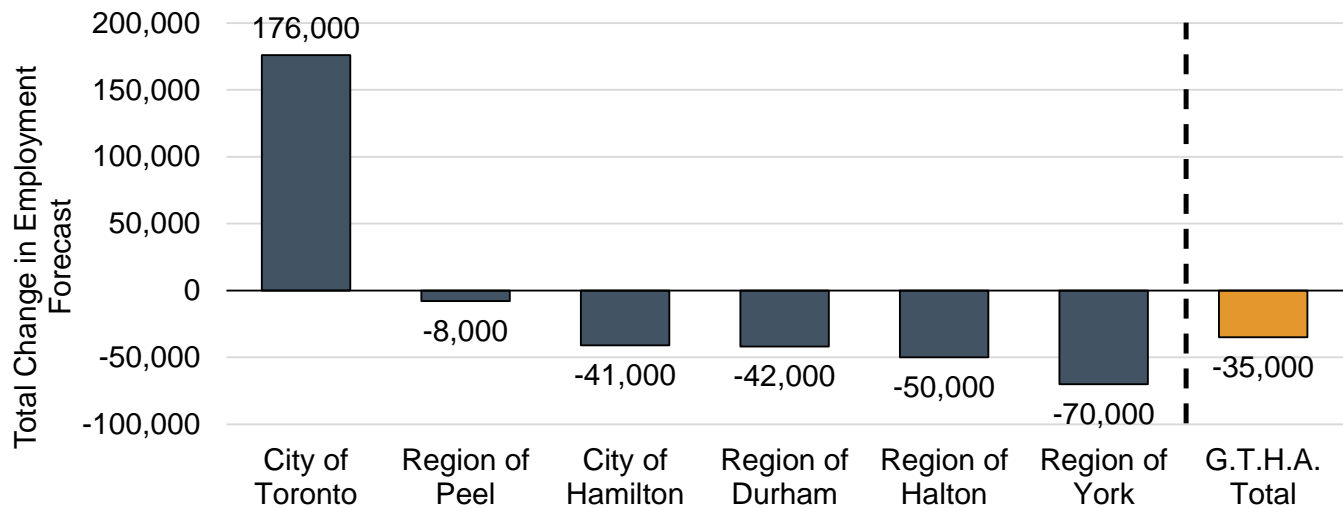
Figure 15
Comparing A Place to Grow (2019) and the 2020 Technical Report G.T.H.A. Population Forecasts (Reference Scenario) by 2041



Source: A Place to Grow (2019) and Greater Golden Horseshoe Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd. Figure by Watson & Associates Economists Ltd., 2020.

Note: Population includes the net Census undercount estimated at approximately 3% for the forecast period.

Figure 16
Comparing A Place to Grow (2019) and the 2020 Technical Report G.T.H.A. Employment Forecasts (Reference Scenario) by 2041



Source: A Place to Grow (2019) and Greater Golden Horseshoe Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd. Figure by Watson & Associates Economists Ltd., 2020.



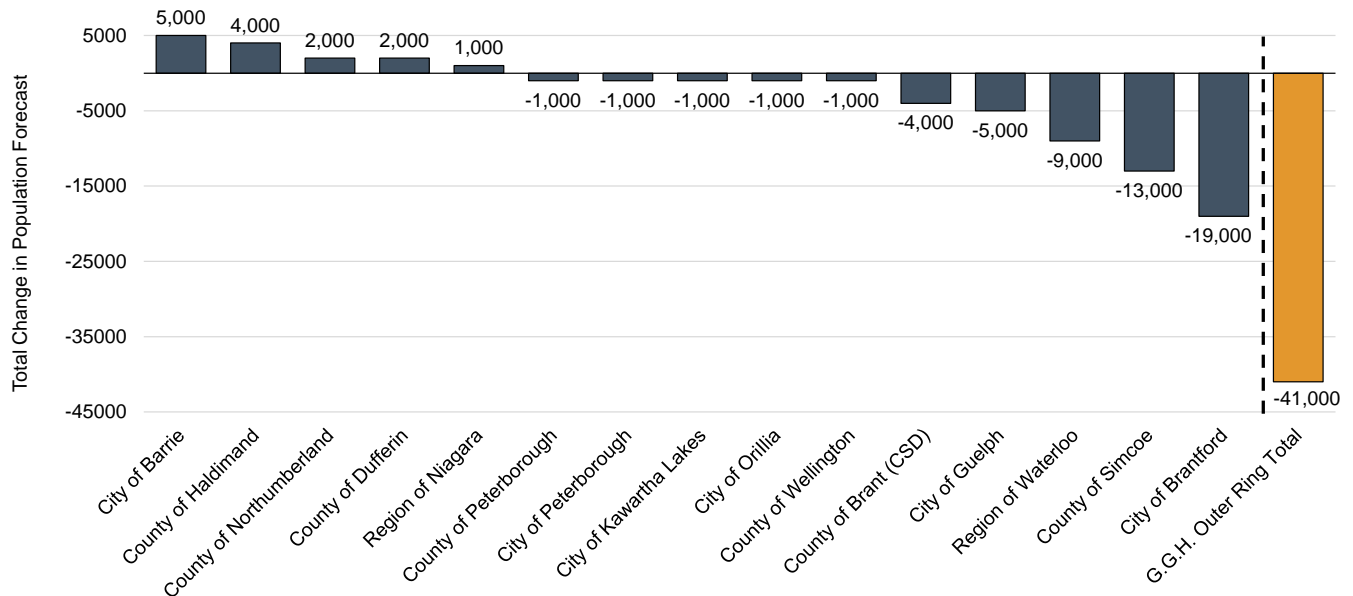
G.G.H. Outer Ring Population and Employment Comparison, 2041

- The total 2041 G.G.H. Outer Ring population forecast has been moderately reduced, largely as a result of a lower population forecast for Simcoe County, the City of Guelph, the Region of Waterloo, Brant County, and the City of Brantford.
- The total 2041 G.G.H. Outer Ring employment forecast has also been

modestly reduced, largely as a result of lower employment growth forecast for Peterborough County, Brant County, the City of Brantford, and the Region of Niagara. Conversely, considerably higher 2041 employment levels are anticipated in Simcoe County and the Region of Waterloo.

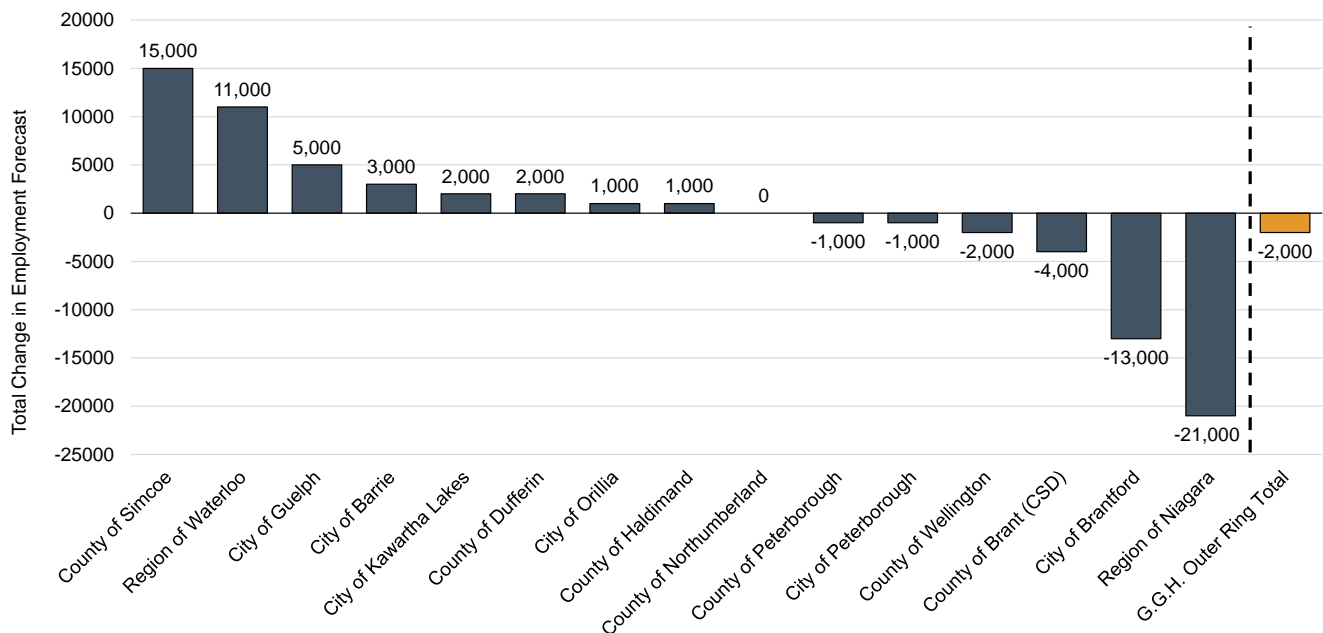


Figure 17
Comparing A Place to Grow (2019) and the 2020 Technical Report G.G.H. Population Forecasts (Reference Scenario) by 2041



Source: A Place to Grow (2019) and Greater Golden Horseshoe Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd. Figure by Watson & Associates Economists Ltd., 2020.
Note: Population includes the net Census undercount estimated at approximately 3% for the forecast period.

Figure 18
Comparing A Place to Grow (2019) and the 2020 Technical Report G.G.H. Employment Forecasts (Reference Scenario) by 2041



Source: A Place to Grow (2019) and Greater Golden Horseshoe Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd. Figure by Watson & Associates Economists Ltd., 2020.

How Many Households will be Required to Accommodate the Reference Population Forecast by 2051 Across the G.G.H.?

The 2020 Technical Report provides background data regarding forecast housing growth by type (ground-related and apartments) corresponding with the Reference Forecast to 2051. While the 2020 Technical Report forecasts a lower population by approximately 170,000 persons across the G.G.H. by 2041, this relatively lower population forecast is anticipated to require approximately 172,000 additional households when compared to the previous housing forecast prepared under the 2012 Technical Report to the 2006 Growth Plan.

In accordance with the 2020 Technical Report, the higher household forecast is anticipated to be driven by relatively stronger demand for ground-related housing across many G.G.H. upper-tier and single-tier municipalities. In contrast, relatively stronger demand for apartments is anticipated in the City of Toronto and the Region of Waterloo.

Despite stronger anticipated demand for ground-related housing in many G.G.H. municipalities, the revised Reference forecast anticipates that average housing occupancy levels or persons per unit (P.P.U.) will fall more sharply from 2016 to 2041 (refer to Figure 20). This downward P.P.U. trend is anticipated to be driven by relatively stronger housing demand from population in older age groups relative to the results of the previous 2012 Technical Report.

It is important to note that in the 2020 Technical Report apartments are defined as apartment buildings less than or equal to/greater than 5 storeys. All other housing types are categorized as ground-oriented. The 2020 Technical Report notes that it does not replicate or predict the housing mix that would be determined by each of the upper-tier/single-tier municipalities through their respective M.C.R. exercise and Growth Plan conformity exercise.

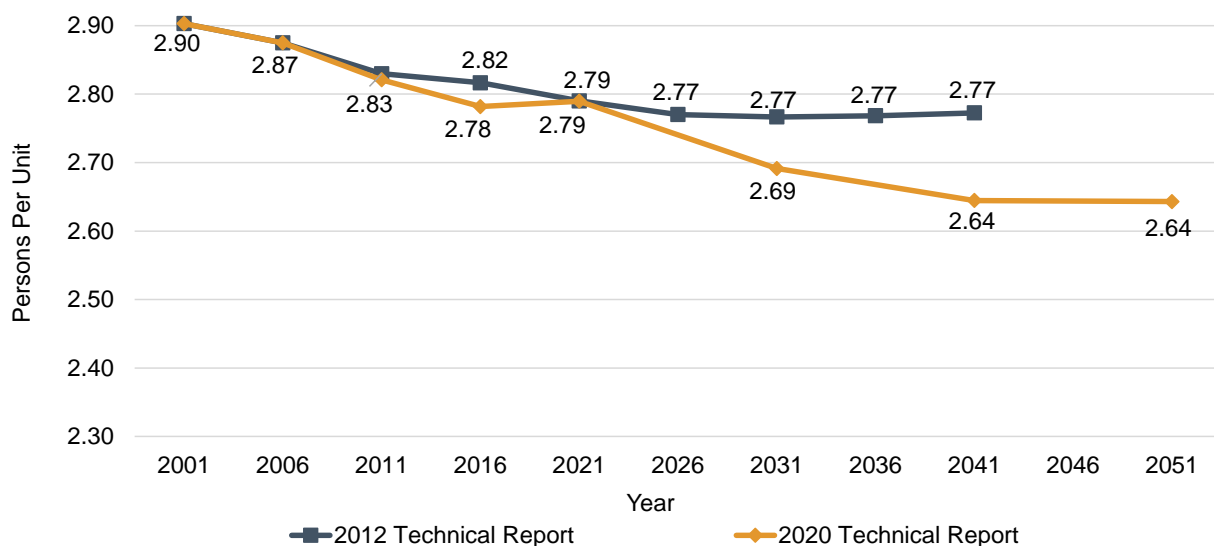
It is important for municipalities to recognize that the accommodation of skilled labour and the attraction of new businesses are inextricably linked and positively reinforce one another. To ensure that economic growth is not constrained by future labour shortages, effort will be required by municipalities to continue to explore ways to attract and accommodate new skilled working residents to the G.G.H. across a diverse range of employment opportunities and a broader choice of affordable housing options. Attraction efforts must also be linked to housing accommodation (both ownership and rental), municipal services and infrastructure as well as quality of life attributes which appeal to the younger mobile population, while not detracting from the region's attractiveness to older population segments.



Figure 19
G.G.H. Housing Forecast to 2041, 2020 Technical Report

Housing	Total Housing by 2041		
	2012 Technical Report	2020 Technical Report	Difference
G.T.H.A.	3,571,000	3,688,000	117,000
G.G.H. Outer Ring	1,290,000	1,345,000	55,000
Total G.G.H	4,861,000	5,033,000	172,000

Figure 20
Forecast Trends in Average Person Per Unit (P.P.U.), 2016 to 2051



Source: Greater Golden Horseshoe Growth Technical Report Reference Forecasts (2012 and 2020), by Hemson Consulting Ltd.
Figure by Watson & Associates Economists Ltd., 2020.
Note: Population includes the net Census undercount.

What Types of Employment is the G.G.H. Anticipated to Attract?

The 2020 Technical Report provides additional details regarding the amount of employment by type, including Population-Related Employment (P.R.E.), Employment Land Employment (E.L.E.), Major Office Employment (M.O.E.) and Rural Employment (R.E.). In comparison to the previous forecasts prepared through the 2012 Technical Report, the revised employment growth forecast prepared under the 2020 Technical Report assumes the following:

- Stronger employment growth related to M.O.E. within the City of Toronto;
- Less employment growth related to E.L.E. across most G.G.H. upper-tier and single-tier municipalities, except for the Region of Waterloo;
- Less P.R.E. allocated to the G.T.H.A., but relatively more employment in this category allocated to the G.G.H. Outer Ring; and
- Relatively more rural-based employment across the G.G.H., largely within the Outer Ring.

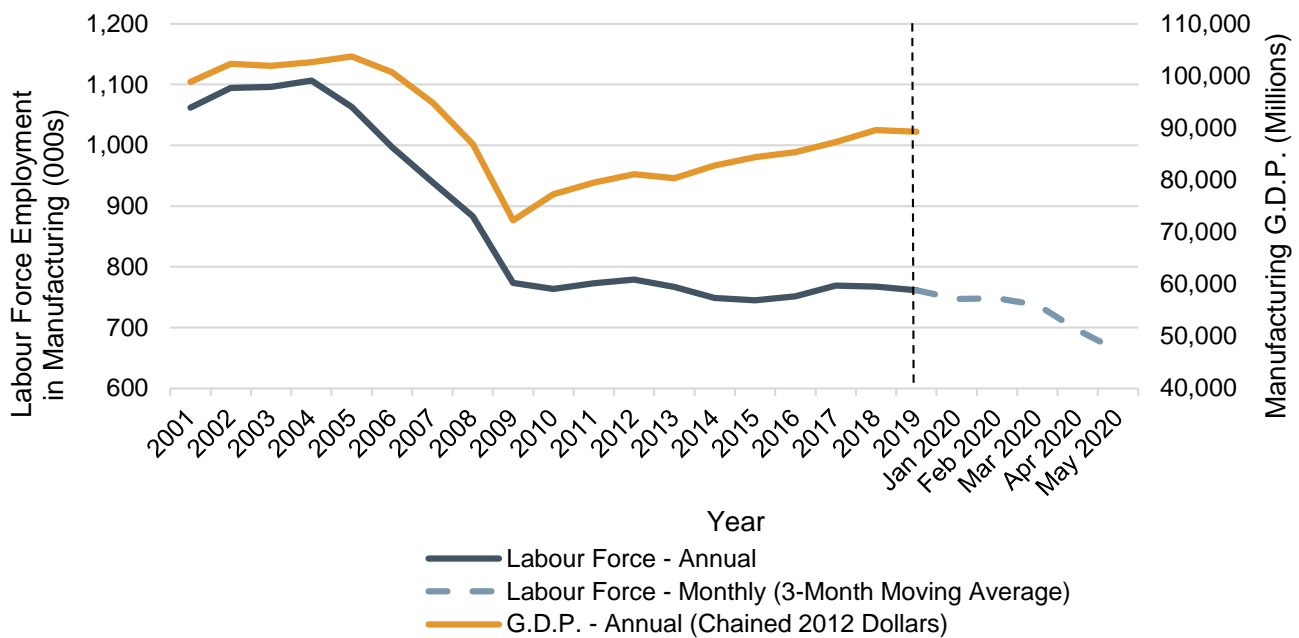
It is recognized that E.L.E growth across the G.G.H. was not as robust between 2001 and 2016 as previously anticipated in the 2012 Technical Report. This has largely been due to increased outsourcing of domestically manufactured goods to emerging global markets combined with



increased automation of manufacturing processes. Between 2003 and 2010, these challenges were further exacerbated in the manufacturing sector across the G.G.H. and more broadly across Ontario and Canada due to a high Canadian dollar relative to other world currencies, particularly the U.S. dollar. Since 2010, the manufacturing sector across Ontario including the G.G.H. has shown

signs of a steady recovery in terms of economic output, measured through gross domestic product (G.D.P.). While manufacturing job losses have generally stabilized since 2010, the manufacturing sector has not represented a large component of job growth across Ontario in recent years (refer to Figure 21). Looking forward, the manufacturing sector is not anticipated to be a key driver of job growth across the G.G.H.

Figure 21
Manufacturing Labour Force Employment and G.D.P. in Ontario, 2001 to 2020 Y.T.D



Source: Annual labour force data from Statistics Canada Labour Force Survey, Table 282-0125, and monthly data from Table 14-10-0091-01. Annual G.D.P. data from Statistics Canada Table 36-10-0402-01, by Watson & Associates Economists Ltd., 2020.

In light of the structural changes in the macro economy discussed above, combined with an increased emphasis on knowledge-based industries and service-providing businesses, it is anticipated that a larger share of E.L.E growth in Employment Areas will be comprised of non-industrial uses. Accordingly, this has important implications on the manner in which existing and future Employment Areas are planned across the G.G.H.

Figure 22 summarizes the amount of annual employment growth by type for the G.G.H. as a whole over the next several decades in accordance with the 2020 Technical Report relative to historical trends between 2001 and 2016. The most notable change in the annual employment forecast by type relative to historical trends relates to E.L.E. Between 2001 and 2016, E.L.E. declined across the G.G.H. by

approximately 3,000 jobs annually. In contrast, over the 2016 to 2051 forecast period, E.L.E. is projected to increase by approximately 27,000 jobs annually. It is noted by Watson that this represents an ambitious forecast relative to historical trends. To ensure that market opportunities are maximized in Employment Areas, it will be important for municipalities to:

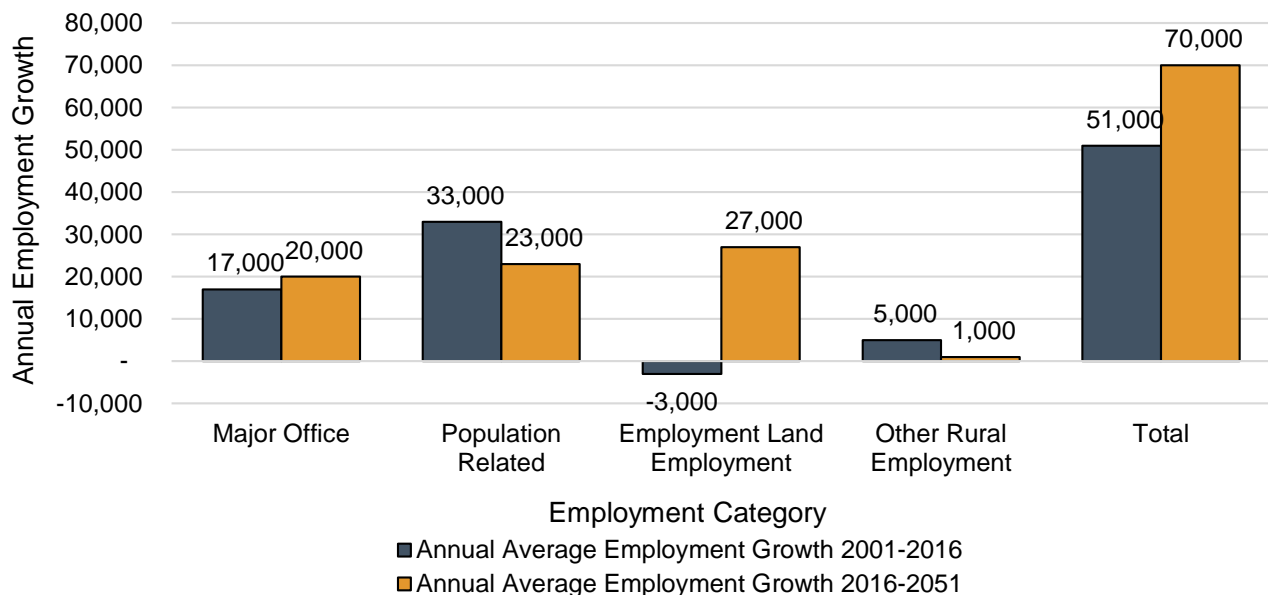
- Regularly track and monitor employment growth trends by sector as well as long-term Employment Area land needs;
- Ensure that an adequate supply of serviced Employment Areas is available and on the market at all times; and
- Update employment strategies and economic development initiatives regularly to ensure that the evolving needs of Employment Areas and mixed-use areas are properly

addressed, and municipal services are adequately phased.

Relative to historical trends, annual employment growth related to M.O.E. is also anticipated to be stronger between 2016 and 2051. As previously mentioned, this relative increase in annual M.O.E. has largely been allocated to the City of Toronto in the 2020 Technical Report, reflective of the recent strength of the office real estate sector within downtown Toronto over the past decade. The 2020 Technical Report

anticipates that the office market will continue to strengthen in the sub-urban markets across the “905” region. Forecast M.O.E. growth within the G.G.H. Outer Ring is anticipated to be relatively minimal according to the 2020 Technical Report. Based on analysis recently undertaken by Watson, it is our opinion that the potential long-term opportunities related to the office market have been understated in the Region of Waterloo.

Figure 22
G.G.H. Annual Employment Forecast by Type, 2016 to 2051



Note: Figures may not sum to totals due to rounding.

Source: Derived from Greater Golden Horseshoe: Growth Forecasts to 2051 Technical Report, June 16, 2020, Hemson Consulting Ltd., by Watson & Associates Economists Ltd., 2020.

What are the Potential Impacts of COVID-19 on the Long-Term Growth Forecast for the G.G.H.?

The 2020 Technical Report acknowledges that while the immediate economic impacts from coronavirus disease (COVID-19) are anticipated to be severe, the long-term effects of the pandemic on the Ontario, national and global economies are uncertain at this time. The 2020 Technical Report goes on to identify that despite the longer-term consequences of COVID-19 to some industries, firms, and individuals, the long-term economic outlook for the G.G.H. remains positive and the region will continue to be attractive to newcomers, mainly international migrants who represent a key driver of population growth to the G.T.H.A. In contrast to the G.T.H.A., population and employment growth across the G.G.H. Outer Ring is largely driven by net migration from other areas of the Province, most notably the G.T.H.A., as opposed to immigration.

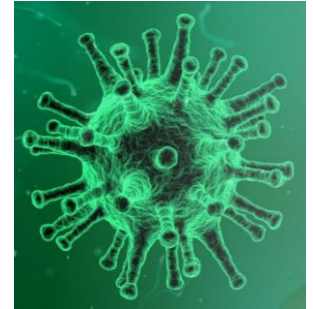
A recent report released by R.B.C. Economics identifies that on-going border restrictions, travel-related health fears, and the global economic downturn are expected to reduce immigration levels sharply in 2020.¹ The R.B.C. report also points out that while temporary foreign workers are exempt from entry restrictions, fewer are coming due to logistical and financial burdens related to COVID-19 work restrictions and isolation requirements. After the COVID-19 crisis, many economists warn that immigration may remain relatively low compared to recent years, because relatively higher unemployment rates during the post-COVID-19 economic recovery

period in Canada will reduce the incentive for immigrants to come.²

This near-term scenario has the potential to reduce population growth levels and soften the housing market in areas of Ontario where population growth is most heavily dependent on immigration. For the G.G.H., the City of Toronto and the Region of Peel would potentially be the most heavily impacted by such a trend, while the remaining “905” Area of the G.T.H.A. would also be impacted to a lesser extent.

In contrast to the G.T.H.A., near-term population growth and housing development are not anticipated to be as severely impacted by COVID-19 for most of the G.G.H. Outer Ring municipalities since, as previously identified, population growth within these municipalities is more heavily influenced by net migration from other areas of Ontario, rather than immigration. In fact, recent municipal surveys conducted by Watson indicate that a number of Outer Ring municipalities identify COVID-19 as a key driver of future housing growth within their respective municipalities.

In addition to its broader impacts on the economy, COVID-19 is also anticipated to accelerate changes in work and commerce as a result of technological disruptions which were already in play prior to the pandemic. As such, enterprises will increasingly be

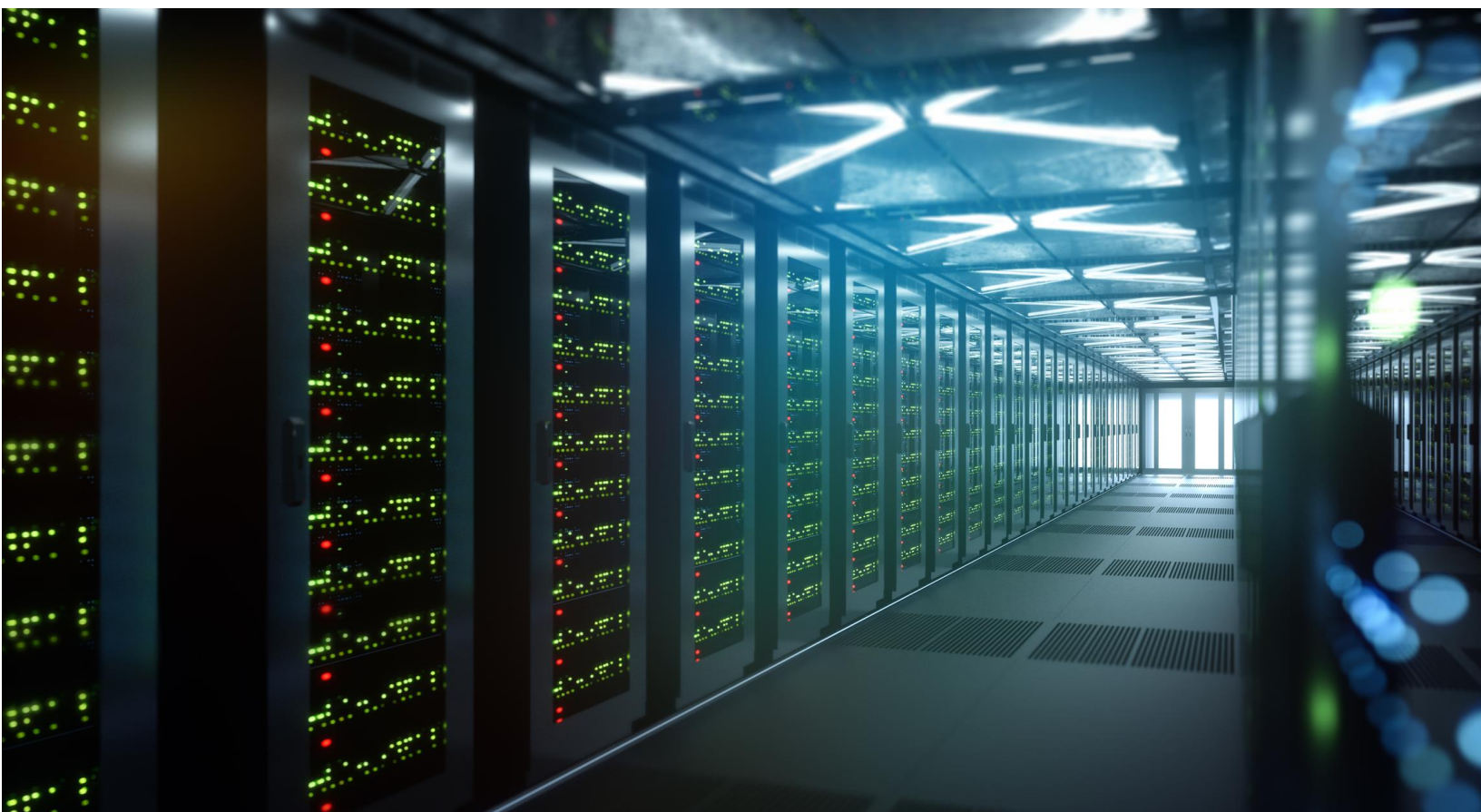


¹ R.B.C. Economics. Current Analysis. COVID-19 Derails Canadian Immigration. May 29, 2020.

² Stalling immigration may add to Canada's COVID-19 economic woes. Fergal Smith, Steve Scherer. Reuters. May 27, 2020.

required to rethink the way they conduct business with an increased emphasis on remote work enabled by technologies such as virtual private networks (V.P.N.s), virtual meetings, cloud technology and other remote work collaboration tools. These trends are anticipated to have a direct influence on commercial and industrial real estate needs over both the near and longer terms. In light of these anticipated trends, it is important that the long-term employment forecasts for the G.G.H., summarized in Proposed Amendment 1, adequately consider the manner in which these impacts are likely to influence the nature of employment by type as well as by place of

work. Today, approximately 7.3% of the G.G.H. workforce is identified as working from home on a full-time basis, up from 6.7% in 2001. During this same time period, the percentage of workers who reported having no fixed place of work increased from approximately 8% to 12%.¹ It is anticipated that the percentage of people who work from home on a full-time and part-time basis, as well as those who do not have a fixed place of work, will steadily increase over the long term. As this percentage continues to steadily rise, it may reduce the relative need for future industrial and commercial building space associated with the Schedule 3 employment forecast.



¹ Statistics Canada defines no fixed place of work employees as “persons who do not go from home to the same workplace location at the beginning of each shift. Such persons include building and landscape

contractors, travelling salespersons, independent truck drivers, etc.”

Conclusions

The G.G.H. represents home to approximately one in every four Canadians.¹ With a robust economy, vibrant and diverse communities, and a world class reputation for quality of life, the G.G.H. will continue to be an attractive region to new residents and business investment. For these reasons, the G.G.H. is anticipated to be one of the fastest growing regions in North America with respect to population and employment. It is important to recognize that the long-term growth forecasts provided in Proposed Amendment 1 do not reflect a status quo scenario. The successful implementation of the Growth Plan lies within a well coordinated, integrated, and phased approach to land-use planning, infrastructure needs, municipal service delivery, and public sector financial planning. This will clearly involve significant financial commitment and partnership from all levels of government.

As G.G.H. municipalities now begin to plan for the 2051 horizon, it will be critical that development pressures are well-managed to provide sustainable options in accommodating more people and jobs while protecting what is valuable to G.G.H. residents and businesses. A key opportunity and challenge in planning for future growth across the G.G.H. over the next several decades will be to manage change in a



manner that enhances the region's livability while embracing development patterns which are sustainable from a triple-bottom line perspective (i.e. economic, environmental, and social impacts).

To discuss this further, please contact:

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Managing Partner and Director, Land Economics
Watson & Associates Economists Ltd.
cook@watsonecon.ca
Office: 905-272-3600 ext. 237
Mobile: 905-301-7199
watsonecon.ca

¹ G.G.H. population share of Canada based on 2016 Statistics Canada Census data.

Courtenay Hoytfox

From: Glenn Schwendinger
Sent: Thursday, July 9, 2020 12:10 PM
To: Stan Denhoed; Courtenay Hoytfox
Cc: Jackie Harman; Greg Scheifele
Subject: Re: FW: Public Review of Draft Management Plans for Lafarge 2000 Trail, Fletcher Creek Ecological Preserve and Upper Watershed Beverly Swamp

Courtenay

We reviewed all three documents. The Lafarge 2000 Trail, and Upper Watershed Beverly Swamp are largely out of the Township and will not affect groundwater or ecological features in the Township. The Fletcher Creek Ecological Preserve, is however, mainly in the Township and we have the following comments. We forwarded the restoration plan to Greg Sheifele and he responded by saying that he was satisfied with the proposed restoration plan.

Fletcher Creek 2019 Management Plan

This Management plan reviews the natural features within the Fletcher Creek conservation lands which includes the Fletcher Creek Swamp Forest Environmentally Significant Area (ESA), the Fletcher Creek Swamp Provincially Significant Wetland Complex (PSW) and the Fletcher Creek Swamp Regional Life Science Area of Natural and Scientific Interest (ANSI). This management plan has been prepared using the guidelines of the Niagara Escarpment Parks and Open Space System (NEPOSS) planning manual and includes an assessment of water resources, flora and fauna.

These parcels are within a “poorly drained trough” between the south slope of the Galt moraine and the Moffatt Moraine. Along the slopes of the moraines sand and gravel deposits occur, some of which have been exploited as evidenced by various sand and gravel pits. The hummocky terrain of the moraines and the coarse grained deposits along the flanks of the moraines provide important infiltration to the groundwater regime. Additional infiltration may occur beneath the wetlands through the shallow sandy overburden. Groundwater discharge from the two moraines provide a permanent cold water stream environment. Water supply to local residents generally is from private wells extracting water from the shallow dolostone which underlies the thin overburden materials. The aquifer is within the top 10 metres of the Guelph Formation. Management of these conservation lands incorporates protection of groundwater infiltration and discharge features.

The management plan does not result in any concerns regarding water resources in the Puslinch Township portion of the lands and commits to maintaining the present water cycle on the lands.

The management plan describes plant and animal communities within the lands and commits to maintaining or improving the natural ecosystems. They provide a series of recommendations to improve the natural areas as copied below:

Natural Area Restoration Recommendations

The existing natural habitat features within the Fletcher Creek parcels have been evaluated for restoration opportunities and invasive species removals. Restoration in certain parts of the site can assist with buffering the natural habitats of the conservation area, with the impacts of visitor use.

Priorities for natural areas restoration and invasive species removal in this Management Plan are as follows:

- 1. The far eastern cultural meadow has a few Dog-strangling Vine plants. This is an aggressive invasive species that seems to have been introduced along the railway corridor. Removal of this species should be a high priority. It is an ecological threat to all vegetation communities at Fletcher Creek. There are also a few DSV plants on the HCA property adjacent to Maple Grove campground. These should also have a high priority for control.*
- 2. The restored fen and research alvar are a complex of communities on the eastern side of Fletcher Creek. This area should be a target for invasive species removals including Phragmites, Glossy Buckthorn and Knapweed. All of these species are just starting to impact the ecology of these features. 42 2020-06-05*
- 3. The small natural fen community located south of the rail tracks on the western side of Fletcher Creek also has Phragmites. This stand is currently small and chemical removal should be considered in the next few years.*
- 4. Blue Sedge and Knapweeds are currently reducing the biodiversity of the large open meadows at Fletcher Creek. These are habitat for a wide variety of bird species and Significant Wildlife Habitat for shrub bird species. Focus for this work should be on the main trail into the preserve. Hand pulling of these species maybe able to achieve control. Mowing should also be focused during late July to reduce seed dispersal of these species. Cutting before these species go to seed will reduce their spread.*
- 5. The fen and wetland communities that occur west of Concession Road 7 contain high biodiversity. Removal of Glossy Buckthorn and the small patched of Phragmites from these areas should be a priority. The Glossy Buckthorn is widely distributed and this removal maybe difficult.*
- 6. Glossy Buckthorn and Phragmites should be controlled along the roadside of the Lennon road parcel. This parcel contains breeding pairs of Canada Warblers, a species at risk bird.*
- 7. Planting of the current agricultural fields under lease in this management plan should be considered to add connectivity to the landscape and enhance the biodiversity.*
- 8. Non-native fish should be removed from the pond in the gravel pit north of the train tracks on the east side of Concession Road*

From: Winninger, Sandra <Sandra.Winninger@conservationhamilton.ca>

Sent: June 29, 2020 3:37 PM

Subject: Public Review of Draft Management Plans for Lafarge 2000 Trail, Fletcher Creek Ecological Preserve and Upper Watershed Beverly Swamp

Good afternoon

You are receiving this message because you indicated an interest in reviewing the Draft Management Plans for Fletcher Creek Ecological Preserved, the Lafarge 2000 Trail and Upper Watershed Beverly Swamp. The link to the Draft Plans is located below. Please note that comments will be received until August 7, 2020. Comments can be directed to: hcamasterplans@conservationhamilton.ca

<https://conservationhamilton.ca/draft-management-plans-for-fletcher-creek-and-associated-areas-available-for-public-comment/>

Sandra Winninger

Administrative Assistant

Hamilton Conservation Authority

[838 Mineral Springs Road](#), P.O. Box 81067

Ancaster, ON L9G 4X1

Phone: 905-525-2181 Ext. 114**Email:** swinning@conservationhamilton.cawww.conservationhamilton.ca**A Healthy Watershed for Everyone**

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Upper Watershed Beverly Swamp 2019 Management Plan

DRAFT - May 2020



A Healthy Watershed for Everyone



Prepared by: Hamilton Conservation Authority

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1.0 APPROVAL STATEMENT

We are pleased to approve the Upper Watershed Beverly Swamp 2019 Management Plan as the official policy document for the Hamilton Region Conservation Authority (HCA).

This Management Plan supports HCA's current Strategic Plan and reflects HCA's Vision of a healthy watershed for everyone and Mission to lead in the conservation of our watershed and connect people to nature.

Moving forward over the next ten years this Plan will provide guidance for HCA management of the Upper Watershed Beverly Swamp in support of these goals.

Lisa Burnside
Chief Administrative Officer
Hamilton Conservation Authority

Date

Lloyd Ferguson
Chair, Board of Directors
Hamilton Conservation Authority

Date



2.0 INTRODUCTION

2.1 Area Summary

The Upper Watershed Beverly Swamp (Beverly Swamp) complex owned by HCA spans three watersheds – Fairchild, Spencer, and Bronte Creeks. It offers one of the best and largest lowland swamp forest representations in south central Ontario. Parts of it can be accessed by hiking the Lafarge 2000 Trail in the northwest end of the HCA watershed.

The wetland is located within the source area for Spencer, Grindstone, and Fairchild Creeks and features a rich diversity of plant and animal life, including some that are rare to the Hamilton region. The area functions as a natural sponge, maintaining hydrological balance over a large area and draining into both Lake Ontario and Erie.

HCA acquired these tracts of land to protect them from changes that could be detrimental to their sensitive features and functions. This Management Plan is intended to support that goal by bringing together all available information on file, adding information on current conditions, and recommended best management practices to help guide land management decisions for the next ten years.

2.2 Key Items

Almost half of the 2,400-hectare Beverly Swamp is HCA-owned, these lands were acquired because of their environmental significance and the overall role they play in the health and natural heritage of the watershed.

The majority of the lands are designated by the province or the municipality as Provincially Significant Wetland (PSW), Environmentally Significant Areas (ESAs) or as Areas of Natural and Scientific Interest (ANSIs). The actual designation is determined by many reasons, including significant hydrological function, rare habitat, or species at risk to name a few.

HCA's ownership and management of these lands provides protection of their sensitive features and functions. These lands contribute to the larger natural heritage system in the City of Hamilton and surrounding municipalities, and contribute to the watershed's biodiversity.

2.3 Goals and Objectives

This Management Plan updates previous HCA studies of the Beverly Swamp, supplies current mapping, and provides guidance for HCA management of the lands for the next ten years.

This plan supports the following goals and objectives as outlined in HCA's current strategic plan:

Vision

- A healthy watershed for everyone.

Mission

- To lead in the conservation of our watershed and connect people to nature.

Commitment and Corporate Values

- Provide excellent customer service and a solution-oriented approach.
- Be accountable, transparent, and responsible in the use of resources.
- Embrace new technologies to help develop new ways of doing business and foster innovation.
- Promote teamwork internally and externally to achieve common goals, support existing relationships and build new partnerships.
- Maintain trust, act with integrity, and treat others with respect.
- Value knowledge to continually learn and improve, in an effort to achieve best solutions.

Organizational Excellence

- Ensure corporate and financial viability and the HCA's relevance in the community.
- Identify opportunities to engage the community, adjacent landowners and Indigenous People.

Water Management

- Protect the watershed for people, property, flora and fauna, and natural resources through flood and erosion control, water quality programs, low flow augmentation and adaptation strategies to adapt to changing climatic conditions.

Natural Heritage Conservation

- Conservation, restoration and enhancement of watershed natural areas and ecology.
- Continue on-going ecological restoration projects and monitoring programs.
- Identify invasive species strategies and natural heritage plans in the Master plan.

Conservation Area Experience

- Provide high quality, diverse conservation areas that promote outdoor recreation, health, and well-being and strengthen public awareness of the importance of being in or near our conservation areas.
- Update and develop master and management plans, and implement priorities to further enhance conservation areas for current and future generations.

Education and Environmental Awareness

- Provide outdoor learning experiences for students, teachers and the community, increasing knowledge and awareness of the value of our environment and heritage.

3.0 BACKGROUND

3.1 Study Area

The Upper Watershed Beverly Swamp study area is located in the northwestern portion of the Flamborough Plain physiographic region. This area consists of an east to west trending, poorly-drained basin on the bedrock plain located southeast of the Galt and Moffat Moraines. The swamp which formed in this basins extends across the headwaters zone of three stream systems but exhibits very little topographic relief. The area is mostly between 265m and 270m in elevation, with upland drumlins to 305m bordering the study area, and end moraines at 285 to 309m. Resistant bedrock ridges a few metres high form small knolls within the swamp.

The swamp stretches across the rural area east of the City of Cambridge to Highway #6 north of Freelon. Although this extensive forested wetland is considered “pristine” relative to other natural areas in southwestern Ontario, it is subject to a number of land uses which fragment and disrupt the natural conditions of the area. Several roads and utility corridors traverse the area. Many forest tracts are subject to selective or intensive logging.

HCA acquired tracts for natural protection, water conservation, and recreational use. The lands in the study area are both HCA and privately owned, and used for a variety of passive and active recreational activities including walking and horse trails, hunting, fishing, and nature study. Residential land uses in the area consist of scattered rural residences, estates, and trailer parks. Over time disturbances to the lands have been observed. Invasive species, ditching, dumping and the abandoned shallow peat extraction pits along the 8th Concession are some examples.

3.2 Property History

HCA recognizes that First Nations inhabited this area before European contact. Respect for the history and stories of indigenous communities are supported in this Management Plan.

Non-indigenous settlement of the area began in the 1800s but the rocky hills proved difficult for farming. Thin soil and rock necessitated grazing with only small areas of deep soil suitable for tilling. The historical “Beverly Swamp” apparently covered a far greater area than the poorly drained wetland which now remains. Written accounts from the 1800s note that part of the Hamilton and Galt Road (now Highway 8) known as ‘Beverly Swamp Road’ was a terror to travelers and over the years was “*macadamized and improved.*” †

A government survey of the area carried out prior to 1913 noted “*Westover peat bog situated about four miles south of Schaw Station, on the Canadian Pacific Railway in Beverly township, Wentworth county. The area of the bog which is investigated is approximately 1400 acres. The depth of the bog varies from 3 to 5 feet.*” ‡

†Canada Past, Present and Future, W.H. Smith 1851

‡Summary Report, Mines Branch, Dept. of Mines Ottawa 1913 no.285

This survey was also discussed in a subsequent government paper from 1915 noting *“The peat is very well humified and is composed principally of carex, but around the margin the peat is heavily intermixed with hypnum, while the bottom layer is formed almost entirely of aquatic plants.”*[‡]

A Geological Survey of Canada summary report from 1920 notes the area of the swamp at 1,730 acres and the peat content as 339,000 tons. Around 1940 the Canada Department of Mines and Resources had an interest in the area as a supplier of peat moss. H.A. Leverin examined a small area of the swamp and noted *“No sphagnum moss was noticed, the growth being mainly carex sedges and aquatic plants, with some hypnum moss. The peat is well humified and of granular consistency at the surface under the marsh grass roots. Underneath, it is more coherent and of colloidal consistency and the ash content is high. The peat would be of no value (i.e. as a soil conditioner) were it not for a fairly high nitrogen content, its usually limy ash, and for an underlying marl, which make possible the production of a soil conditioner having the desired proportion of alkaline earths and humus.”*[±]

In the summer of 1958, another brief survey of the Beverly Swamp was made by the Department of Commerce and Development* to appraise the area for various possible uses. The survey focused on the nature and extent of the vegetative cover, depth of the peat, and soil reaction (pH) and the underlying mineral soil. Auger sampling was conducted and the core composition analyzed. As well, this survey looked at other areas where peat lands were converted for agricultural use (such as the Alfred Bog in eastern Ontario). The resulting recommendations from this study



were *“that every effort be made to preserve the Beverly Swamp in its natural state in order that it may continue to serve in its pristine role as a natural water storage area for Spencer Creek.”* This report also documents the establishment of the Spencer Creek Conservation Authority (now HCA) on May 8, 1958 and that the authority had acquired 100 acres in the Beverly Swamp to commence establishment of the Beverly Swamp Conservation Area.

3.3 Planning and Development Controls

The Beverly Swamp is located in the former Beverly Township, Town of Flamborough which is now part of the City of Hamilton.

[‡] A. Anrep, Investigation of the Peat Bogs and Peat Industry of Canada, 1913-1914, Mines Branch, Canada Dept of Mines, Bul. 11, Report 351, 1915

[±]H.A.Leverin, Peat Moss Deposits in Canada, Canada Dept of Mines and Resources 1946,no.817

*Nickle, Tyrrell, Richardson, Spencer Creek Conservation Report 1960, Department of Commerce and Development Conservation Branch

The Rural Hamilton Official Plan designates HCA lands as Open Space. (Schedule D). These lands are also identified as part of the Protected Countryside in the Greenbelt Plan, and as Core Areas and Linkages in the Greenbelt Natural Heritage System (Schedules A and B). City Official Plan and provincial policies for these lands are in place for protection of natural features, water features and their associated functions. New development or site alteration is regulated by these policies.

HCA recognizes that certain public infrastructure such as utility corridors, trails or transportation links may be required to cross conservation area lands. HCA policy for planning review and regulation of these features adheres to the Conservation Authority Act, R.S.O. 1990 c.27; see Section 5.5 for more information.

City zoning regulations prescribe permitted uses, setbacks for buildings and parking areas, and the wetland areas as mapped and in the jurisdiction of the Hamilton Conservation Authority.

The Grand River Conservation Authority and Halton Conservation Authority regulate some areas within the Beverly Swamp. These conservation authorities, as well as the City of Hamilton planning department have been consulted in the preparation of this Management Plan.

3.4 Management Plan Zones

The appended map shows the Management Plan zones for HCA lands in the Beverly Swamp.

HCA has approached this Management Plan with the mind-set that conservation areas in the HCA portfolio requiring master or management plans and updates follow a consistent methodology. Although the Upper Watershed Beverly Swamp is not located within the jurisdiction of the Niagara Escarpment Commission, the policies of the Niagara Escarpment Plan and guidelines of the Niagara Escarpment Parks and Open Space System (NEPOSS) planning manual have been observed in the preparation of this Management Plan.

Zones are intended to fulfill a variety of functions in the conservation area, including the following as outlined in the current NEPOSS manual:

- Identification and recognition of the features and attributes.
- Protection of key natural and cultural heritage features and functions.
- Segregation of conflicting recreational activities with higher impacts to the least sensitive areas and low-impact activities to areas that are more sensitive, if appropriate.
- Delineation of areas on the basis of their requirements for management.
- Standardization of the approach to support management objectives and actions, based on a variety of features.

- Balancing of public use with the preservation of the natural environment.

Four management zones have been identified for the Beverly Swamp: Nature Reserve (wetland), Natural, Access, and Resource Management. Following is a brief description of each zone.

Nature Reserve (wetland) Zones

Nature reserve zones include provincially significant wetlands and watercourses. Nature reserve zones are intended for long-term protection of significant earth and life science features which require management distinct from that of adjacent zones, as well as a protective buffer with an absolute minimum of development. Governance in these areas is to protect, preserve and rehabilitate identified natural heritage features. Visitor uses are limited or restricted, and development is generally restricted to trails, necessary signs, interpretive facilities (where warranted), temporary research facilities and conservation practices.

Natural Zones

Natural zones include natural, cultural, and aesthetic landscapes in which minimum development is required to support low-intensity recreational activities. This zone can function as a buffer between Nature Reserve areas and other zones. Environmentally Significant Areas (ESA) are included in this zone, and the boundary of this zone has taken the ESA mapping into account.



Access Zones

Access zones serve as staging areas to support the use of and access to adjacent zones. There is one defined access zone recognized for the HCA lands, a small parking area off Safari Road between Valens Road and Westover Road. Permitted development in access zones include roads, signs, trailheads and parking lots.

Resource Management Zones

Resource management zones include areas managed to provide resource-related projects such as forest products, disturbed areas requiring restoration, and land that has a long-term resource agreement such as a managed forest. Beverly Swamp has areas of managed forest, see Section 5.6 and *Appendix 3* for more information. This zone is to be sustainably managed for many diverse values such as wildlife, fisheries, forestry and outdoor recreation, and may also be used for research and demonstrating ecologically sustainable management practices. Recreation uses in this zone are subject to HCA policies and management planning.

4.0 NATURAL AREA INVENTORY

4.1 Natural Features

4.1 Biophysical Inventory Methodology

The table below summarizes the dates and times for the field inventory.

Table 1: Summary of Ecological Field Studies

Survey Type	Dates	
	Year	Day(s)
Floral Inventory (spring)	2019	April 30
Frog call surveys	2019	April 6, May 16, June 19
Breeding Bird Surveys	2019	May 31, June 6, 11, 12, 25 and July 2 and 3.
Ecological Land Classification	2019	Multiple dates May - September
	2012	Multiple dates
Incidental Wildlife	Recorded when encountered during all visits	
Aquatic surveys	2019*	

*most recent surveys completed

The Beverly Swamp is designated under the OMNR ANSI program as an Life Science Area of Provincial Significance and the wetlands as Provincially Significant. This extensive swamp forms a core natural area across much of the former Flamborough Township and crosses the headwaters zone of three stream systems: Fairchild Creek, Spencer Creek, and Bronte Creek. This natural area serves a vital ecological and hydrological function, contains significant biotic communities, and provides habitat for many significant species.

As noted in Table 1 a variety of biophysical inventories were conducted for the various properties within the Beverly Swamp. These included Ecological Land Classification, botanical inventories, breeding birds, herpetofauna and mammals. No specific surveys were conducted for butterflies or dragonflies for this Management Plan. Historical information is available and is discussed in the results section.

Ecological Land Classification (ELC) for the majority of properties surveyed was completed by HCA in 2019 using the ELC system for Ontario (Lee et. al. Draft 2009) to describe the vegetation communities within the Beverly Swamp. The ELC for portions of some properties was completed during the 2012 field season for the 3rd edition of the Natural Areas Inventory. This field information has been used for these properties and was not updated. Vegetation community boundaries were determined using air photo analysis and further refined in the field. Details on the canopy, sub-canopy, shrub and ground layers of each vegetation

community were recorded. Botanical inventories were conducted as a part of the Ecological Land Classification surveys of the property. Specific floristic inventories also occurred in the spring in hardwood forests within the Management Plan area. This was to specifically survey for spring ephemerals (early spring flowers) as these can die back throughout the summer and not be identified later in the season. Species nomenclature is based on the Natural Heritage Information Centre vascular plant species list, last updated in 2018 (NHIC 2018). Species and community ranks were determined provincially using the Ministry of Natural Resources and Forestry Natural Heritage Information Center Database (Srank) and locally via the Hamilton Natural Areas Inventory (Schwetz 2014).



Breeding bird surveys were completed between 5 am and 10 am, with two visits between May 24 and July 10th. The methodology follows the Ontario Breeding Bird Atlas (Cadman 2010), with all species recorded as present, possible, probable, or confirmed depending on the level of breeding activity observed. Point count stations, 10 minutes in duration, were completed for each property to ensure the breeding bird surveys could be repeated accurately in the future. These surveys were conducted in appropriate weather conditions with no rain and low or no wind speed.

Road side point counts were conducted on three separate nights to capture the diversity of amphibians breeding in the Beverly Swamp. This survey methodology followed the Marsh Monitoring Program and 10-point count stations were completed. The Marsh Monitoring Program focuses on the survey of calling amphibians. All other herpetofauna were recorded via incidental observations.

All mammal encounters were recorded while conducting other aspects of field work, there were no specific surveys for these taxa. These surveys involved general coverage recording all species observations and signs (e.g. tracks/trails, scat, burrows, dens, browse, and vocalizations).

4.2 Ecological Land Classification

.1 Biophysical Inventory Results

The ELC survey of HCA properties resulted in the classification of 28 vegetation community polygons (Table 2). Many of these communities occurred on multiple properties due to the uniform nature of some of the swamp communities. A detailed description of each ELC polygon follows; see the appended ELC maps for location. None of the ELC communities

identified are provincially or globally rare. Although there is a degraded alvar (rare vegetation community) identified by Anthony Goodban (1995) on the Safari Road parcel.

Table 2: Vegetation Communities

ELC Code	Community Description
Coniferous Forest	
FOCM 2-2	Dry-Fresh White Cedar Coniferous Forest Type
FOCS 2-2	Dry White Pine – Red Pine Non-Calcareous Bedrock Coniferous Forest
Deciduous Forest	
FODM 3-1	Dry-Fresh Poplar Deciduous Forest Type
FODM 5-3	Dry-Fresh Sugar Maple-Oak Deciduous Forest
FODM 5-5	Dry-Fresh sugar Maple-hickory Deciduous Forest
FODM 5-6	Dry-Fresh Sugar Maple – Basswood Deciduous Forest Type
FODM 5-10	Dry-Fresh sugar Maple-white birch-poplar Deciduous Forest
FODM 5-11	Dry-Fresh sugar Maple Hardwood Deciduous Forest
FODM 7-2	Fresh Moist Green Ash Hardwood Deciduous Forest
Mixed Forest	
FOMM 5-2	Dry-Fresh poplar mixed forest
Meadow	
MEGM3	Dry-Fresh Graminoid Meadow Ecosite
MEMR2	Dry-Fresh non-Calcareous Bedrock Mixed Meadow
Plantation	
TAGM1	Coniferous Plantation
Treed Wetland	
SWCM1-2	White Cedar – Conifer Mineral Coniferous Swamp Type
SWDM3-1	Red Maple Mineral Deciduous Swamp Type
SWDM4-5	Poplar Mineral Deciduous Swamp Type
SWDM 2-2	Green Ash Mineral Deciduous Swamp
SWDO 1-1	Black Ash Organic Deciduous Swamp
SWDO2	Maple Organic Deciduous Swamp
SWDO2-2	Silver Maple Organic Deciduous Swamp
SWDO 3-2	Yellow Birch Organic Deciduous Swamp
SWMO 1-1	White Cedar – Hardwood Organic Mixed Swamp
Thicket Swamp	
SWTO4-1	Red-osier Dogwood Organic Deciduous Thicket Swamp Type
SWTM5-8	Non-native Mineral Deciduous Thicket Swamp Type
SWTO4-3	Silky Dogwood Organic Deciduous Thicket Swamp
Mineral Meadow Marsh	
MAMM 1-2	Cattail Graminoid Mineral Meadow Marsh
MAMM 1-12	Common Reed Graminoid Mineral Meadow Marsh
Shrub Thicket	
THDM 2-6	Buckthorn Deciduous Shrub Thicket

.2 Coniferous Forest

.1 Dry-Fresh White Cedar Coniferous Forest Type (FOCM2-2)

This vegetation type occurs twice in HCA Beverly Swamp properties, once on property 14 (north off of Regional Road 97) and again on property 16 (north off of Concession 8). On property 14 the polygon is a small ridge surrounded by swamp, and on property 16 the Cedar coniferous forest runs along the West edge of the property. On both properties, Eastern White Cedar dominates both the canopy and the subcanopy, with occurrences of other species such as Paper Birch, Red Maple, and Hemlock. Understory is often sparse, containing species such as Prickly Ash, Bracken Fern, and Glossy Buckthorn. Ground layer is a mix of fern and sedge species, such as Lady Fern, Sensitive Fern, *Carex gracillima*, Maidenhair Fern, *Carex intumescence*, and *Carex pennsylvanica*. Other species such as Sarsaparilla, Wild Lily-of-the-valley, Jack-in-the-Pulpit, and Virginia Creeper are also present.

North of Safari Road this vegetation type occurs on shallow rocky soils with a thick canopy cover of Eastern White Cedar. Shrub and ground cover are sparse and include Eastern White Cedar, Common Buckthorn, Silky Dogwood and Small Bur Oak trees.

.2 Dry White Pine–Red Pine Non-Calcareous Bedrock Coniferous Forest (FOCS 2-2– 2012 data)

A shallow soil vegetation community with a 10 – 25 m canopy of White pine and Eastern White Cedar and an understory of White spruce, Black Locust and Sugar Maple. The ground cover was dominated by goldenrods, Red Raspberry and scattered sedges.

.3 Deciduous Forest

.1 Dry-Fresh Poplar Deciduous Forest Type (FODM3-1)

This rocky, upland, deciduous site is located in the Southeast corner of property 91 (south of Highway 97) and is bordered by the mixed swamp that dominates the remainder of the property. Poplar dominates the canopy along with abundant Sugar Maple, as well as rare White Ash, White Pine, and Paper Birch. The subcanopy is a mix of species including Paper Birch, Poplar, Serviceberry, Bitternut Hickory, Hemlock, and Basswood. Understory is mainly a mix of tall Bracken Fern and Northern Bush Honeysuckle, along with Common Buckthorn and White Ash saplings. Northern Bush Honeysuckle is also present in the ground layer, occasional overall but fairly dense and abundant in certain areas such as the rocky slopes. Other species such as Poison Ivy, Goldthread, *Carex pennsylvanica*, grass species, blueberry species, Jack-in-the-Pulpit, and Wild Lily of the Valley also occur over the ground layer of the polygon.

This vegetation community was also recorded in 2012 on the Safari Road Property. A narrow vegetation community located on deeper soils of loam. A full canopy of Trembling Aspen, Freeman's Maple and Green Ash dominate the vegetation community. The understory consists of Freeman's Maple, Basswood and White Elm. Poison ivy occurred in the ground cover along with asters, violets and wild geranium.

.2 Dry-Fresh Sugar Maple-Oak Deciduous forest (FODM 5-3 – 2012 data)

Sugar Maple and Red Oak share a dense canopy with over 60% coverage and over 25 m high along with Black Cherry and White Ash. The subcanopy has a similar composition while the ground cover consists of grass species, Black Raspberry and Aster species

.3 Dry-Fresh Sugar Maple-Hickory Deciduous Forest Type (FODM5-5)

This vegetation type occurs twice on this property adjacent to the Lafarge 2000 trail, once at the far South end and again about 300 meters North. The Southern portion is slightly different from the Northern one in that it is regenerating mainly from a deciduous hedgerow that separates the property from the adjacent farm field. The North section is more natural and is an upland deciduous edge to the main coniferous swamp (19-6). Canopy and subcanopy is mainly Sugar Maple, Ironwood, and Bitternut Hickory, along with Paper Birch, Basswood, and Yellow Birch. The understory is sparse but contains Common Buckthorn, Ash species, and White Pine. The ground layer is a mix of species, but is mainly *Carex pennsylvanica*, Ash seedlings, White Lettuce, and Snakeroot, as well as Bracken Fern, Zig-zag Goldenrod, and Wild Strawberry.

.4 Dry-Fresh Sugar Maple – Basswood Deciduous Forest Type (FODM5-6)

This polygon runs through the Western half of the property, starting at the South edge along Concession 8 and extending north through this property. It is a fairly narrow upland deciduous area for most of the polygon, bordered on one side by coniferous forest and on the other by Yellow Birch Swamp. Canopy and subcanopy in this section contain a mix of species, but is dominated by Sugar Maple with less abundant Basswood, Burr Oak, Hemlock, White Pine, Green Ash, Ironwood, and Large-tooth Aspen mixed in. Prickly Ash is abundant in the shrub layer, along with Alternate-leaved Dogwood, Leatherwood, American Beech, Hemlock, and Eastern White Cedar. Ground layer is dominated by *Carex pennsylvanica*, with occasional Zig-zag Goldenrod, Lady Fern, Giant Blue Cohosh, Large-leaved Aster, and Bracken Fern, along with various other less abundant plants.

.5 Dry-Fresh sugar Maple-white birch-poplar Deciduous Forest (FODM 5-10 – 2012 data)

Small upland forest dominated by Sugar Maple within the larger swamp community. These forests also have components of Large Toothed Aspen and Bitternut Hickory. The canopy and sub canopy are dense leading to a sparse ground cover abundant with grasses, Asters and Blue Cohosh.

.6 Dry-Fresh sugar Maple Hardwood Deciduous Forest (FODM 5-11 – 2012 data)

A small vegetation community on a rocky substrate with a canopy of Sugar Maple mixed with Basswood, Bur Oak, and Ironwood. This dense canopy leads to a sparse subcanopy and a lush ground layer of Zig Zag Goldenrod, Barren Strawberry and Wild Ginger.

.7 Fresh Moist Green Ash Hardwood Deciduous Forest (FODM 7-2 – 2012 data)

Adjacent to Safari Road this small community has likely succeeded over the past 8 years since the 2012 survey. It was dominated by Green Ash with a mix of Trembling Aspen and White Elm. Likely the understory of Common Buckthorn, Red Pine and White Cedar have

taken over this community. Ground cover species found in this community include Goldenrods, Asters, Strawberries and Poison Ivy.

.4 Mixed Forest

.1 Dry-Fresh poplar mixed forest (FOMM 5-2 – 2012 data)

A small community on the edge of the hydro cut. Data from the 2012 ELC indicates that this community was a mix of Large Toothed Aspen, Sugar Maple, White Birch and Eastern White Pine. Grasses are abundant in the ground cover along with the occasional Poison Ivy and Maple Leaved Viburnum.

.5 Meadow

.1 Dry-Fresh Graminoid Meadow Ecosite (MEGM3)

This ecosite is located in the middle of the Southern section of this property. Due to the fact that the property runs alongside the Lafarge 2000 Trail and the open nature of this area, it has become impacted by ATV use throughout the polygon. The soil is fairly shallow, with a sample reaching what was likely bedrock at around 50 cm. Canopy, subcanopy, and understory are all sparse, with rare occurrences of White Ash, Eastern White Cedar and Sweet Cherry in the canopy and subcanopy, and Red Cedar, Alternate-leaved Dogwood, and Russian Olive in the understory. Ground layer is fairly consistent, mainly composed of grass species, Philadelphia Fleabane, Ox-eye Daisy, and Tall Buttercup. Additional species occurring in lower abundance include Common Milkweed, Yellow Lady-slipper, English Plantain, Arrow-leaved Aster, and *Carex flacca*.

.2 Dry-Fresh non-Calcareous Bedrock Mixed Meadow (MEMR2 – 2012 data)

Located along the pipeline corridor this community was a mix of a variety of species. The canopy consisted of scattered trees of white Ash, Trembling Aspen, White Pine, Glossy Buckthorn and Large Toothed Aspen. Common and Glossy Buckthorn occur in the subcanopy and shrub layers along with Silky Dogwood and Multiflora Rose. The ground cover included abundant Bird's Foot Trefoil, Trailing Ground Vetch and Goldenrods

.6 Plantation

.1 Coniferous Plantation (TAGM1)

This coniferous plantation is dominated by Eastern White Cedar and has partially naturalized due to die off of trees and opening of gaps in the canopy. Scots Pine and Sugar Maple occur rarely in the canopy, and Ash, Cedar, grass species, Sugar Maple, Horsetail and Knapweed are the only species present in the very spare ground layer. An unauthorized trail now being used as an unauthorized recreational ATV trail runs through the middle of this plantation, introducing edge species to the habitat.

White Spruce and White Pine plantations also occur on the Safari Road property. These are dense plantations with some White Ash regeneration occurring and a ground cover of mosses and Goldenrods.

.7 Treed Wetland

.1 White Cedar – Conifer Mineral Coniferous Swamp Type (SWCM1-2)

Located on a narrow property adjacent to the Lafarge 2000 Trail this vegetation community was a mix of Eastern White Cedar, White birch, Freeman's Maple and Black Ash. The majority of the cover for these trees was sparse leading to a moderate canopy cover at a height between 2 and 10 m. Winterberry shrubs are abundant as was a diverse ground cover of Star Flower, wild Lily of the Valley, Dwarf Raspberry and sedges.

.2 Red Maple Mineral Deciduous Swamp Type (SWDM3-1)

This deciduous swamp sits between cedar swamp and cedar upland in the East half of the property. A slightly thinning canopy allows ample light to support a fairly diverse ground layer of swamp species. Canopy is dominated by Red Maple with abundant Paper Birch, and subcanopy has occasional levels of these two species along with rarer White Pine, Black Cherry, and Balsam Fir. The understory is mostly tall Bracken Ferns, with a rare Eastern White Cedar, Balsam Fir, or Tamarack shrub. The ground layer contains multiple sedge and fern species, as well as Orange Jewelweed, Foam Flower, Sarsaparilla, and Horsetail. A small section of this community type occurs again just South in the property, also surrounded by cedar swamp.



.3 Poplar Mineral Deciduous Swamp Type (SWDM4-5)

This Poplar deciduous swamp is located in the North section of this property which runs along the Lafarge 2000 Trail. Both canopy and subcanopy cover ~30% and contain species such as Trembling Aspen, Black Ash, Freeman's (Swamp) Maple, Paper Birch, and Eastern White Cedar. Understory contains the invasive species Common and Glossy Buckthorn, as well as Swamp Fly Honeysuckle, American Gooseberry, and Dark-green Bulrush. The ground layer is dominated by grass species, as well as other species such as Sensitive Fern, Spotted Joe-pye-Weed, Carex intumescence, Starflower, Spotted Water-hemlock, and Red-osier Dogwood.

.4 Green Ash Mineral Deciduous Swamp (SWDM 2-2 – 2012 data)

A small Green Ash swamp located along Safari Road. It is likely the Green Ash has died back in recent years leaving the remaining trees to reach the canopy. Those species recorded in 2012 were Willow, Bur Oak and Freeman's Maple. Common Buckthorn and Silky Dogwood occurring as shrub layer with the ground cover dominated by reed Canary Grass.

.5 Black Ash Organic Deciduous Swamp Type (SWDO 1-1 – 2012 data)

This organic swamp was located north of Concession 8 adjacent to a Sugar Maple forest (FOD 5-6). This area was surveyed in 2012 and not resurveyed for this Management Plan.

It is likely that this community has succeeded from a Black Ash swamp to a mixed swamp of Tamarack, Cedar and Birch due to the impact of Emerald Ash Borer. Other canopy species include White Elm, and Poplar. The ground cover was dominated by Jewel Weed, sedges and ferns.

.6 Maple Organic Deciduous Swamp (SWDO2)

Located in the flood plain of Spencer Creek this is a vegetation community dominated by a mix of Silver and Freeman Maple trees. Other canopy trees include White Elm, Black Ash and Eastern White Cedar. These communities have a rich understory of sedges, Reed Canary Grass and ferns with a variety of herbaceous plants including Canada Mayflower, False Nettle and Swamp Milkweed.

.7 Silver Maple Organic Deciduous Swamp (SWDO2-2)

A large swamp complex located between Concession 8 and Safari Road and at the corner of Concession 8 and Valens Road. This is a diverse intact deciduous swamp with few invasive species. An overstory of Silver Maple, Freeman Maple, Black Ash, White Elm and the occasional Birch tree. The shrub layer and some of the subcanopy and shrub layer had Eastern White Cedar trees, Speckled Alder, Silky Dogwood, Winterberry. There is some Common and Glossy Buckthorn in this shrub layer. Rice Cut Grass, Sensitive Fern, Tall Meadow Rue and Sedge were occasional throughout this diverse ground cover.

.8 Yellow Birch Organic Deciduous Swamp Type (SWDO3-2) (16-3)

This swamp community dominates over half of this property, and is bordered on the South edge by Concession 8. The canopy is mainly Yellow and Paper Birch, along with Eastern White Cedar, Basswood, and Red Maple. Subcanopy is sparser with only Eastern White Cedar and Paper Birch, and understory is mainly Tall Manna Grass with Alder shrubs, Winterberry, Eastern White Cedar, and Common Buckthorn. Some pockets of Alder are quite dense especially closer to the road, but overall in the polygon it only occurs occasionally. The ground layer is dominated by grass species as well as abundant cattail and horsetail species. Sensitive Fern, Tufted Loosestrife, Marsh Bedstraw, Climbing Nightshade, and Marsh Marigold occur occasionally, as well as a mix of additional sedge and fern species.

.9 White Cedar – Hardwood Mineral Mixed Swamp (SWMO1-1)

This vegetation community dominates most of this property, which is bordered by Regional Road 97 along part of the North edge and represents ~115 ha of the East section of the Beverly Swamp Wetland Complex. This community also occurs on the property north of Concession 8 and is a continuation of the community of this swamp complex. The canopy consists of Paper Birch along with White Pine and Black Ash, with a subcanopy of Eastern White Cedar, Black Ash, and Paper Birch, with Cedar being the most abundant. The subcanopy also covers more area than the canopy, with moderate levels of canopy tree die-off and resulting standing snags. Understory is mostly Winterberry, along with Larch, Black Ash, White Elm, and Ribes species. Ground layer is mainly Spotted Water Hemlock,

Horsetail, and Starflower, as well as species such as *Carex interior*, Dewberry, Wild Lily-of-the-valley, Water Horehound, Sarsaparilla, and Marsh Marigold.

.8 Thicket Swamp

.1 Red-osier Dogwood Organic Deciduous Thicket Swamp Type (SWTO4-1)

This site is located North of the farm fields on this property, and extends partially into the hydro corridor that runs adjacent to the whole property. The canopy is very sparse and contains species such as Tamarack, Trembling Aspen, Silver Maple, and Birch. Subcanopy contains rare occurrences of the same species, as well as more abundant Cattails, Winterberry, Willow, Eastern White Cedar, and Purple Loosestrife. The understory is more dense and is dominated by Red-osier Dogwood.

.2 Non-native Mineral Deciduous Thicket Swamp Type (SWTM5-8)

An interesting community dominated in the 2-10m height range by Common Buckthorn. Some Trembling Aspen reached above this canopy but these were scattered individuals with a cover of 10 – 25%. The ground cover included small Common Buckthorn, Winterberry and Poison Ivy.

.3 Silky Dogwood Organic Deciduous Thicket Swamp (SWTO4-3)

A complex wetland community that had deep standing water all summer. The canopy was dominated by Paper Birch, Tamarack and Freeman's Maple. This was a sparse and short canopy that allowed abundant light into the understory and shrub layer. This resulted in a community with a rich shrub layer including Silky Dogwood, Winterberry, Willows, and Eastern White Cedar. There were also sections where cattails filled in these canopy gaps.

.9 Meadow Marsh

.1 Cattail Graminoid Mineral Meadow Marsh (MAMM 1-2 – 2012 data)

A small road side Cattail marsh with a sparse canopy of Green Ash (less than 10%) and very little diversity. Other species recorded include Joe-pye Weed, Goldenrod and Spotted Water Hemlock.

.4 Common Reed Graminoid Mineral Meadow Marsh (MAMM 1-12 – 2012 data)

This small community is located north of Concession 8 around a small pond. The meadow marsh is almost completely dominated by Common Reed. Overhanging this grass are willow trees and there are a few Red osier dogwood shrubs mixed in with the common reed. The Common Reed has begun to grow further north into the main part of the swamp.

.10 Shrub Thicket

.1 Buckthorn Deciduous Shrub Thicket (THDM 2-6 – 2012 data)

This is a moderately large area above the pipeline on the Safari Road property. Once identified by Anthony Goodban as a remnant alvar, this area is now dominated by Common Buckthorn. A mix of other species occur in this thicket including Eastern Red Cedar, Green Ash, White Spruce, Sugar Maple and Grey Dogwood.

4.3 Terrestrial Inventory Results

Over the course of multiple survey dates (2012 and 2019) including ELC surveys, staff identified 399 species of plants. Of these, 281 are considered native plant species (70%) while 64 are non-native species (16%) and 54 were identified to genus only (14%). The Hamilton NAI (HCA 2014) indicates that there are 1496 species of plants in the Hamilton-Wentworth jurisdiction. Of the plant species recorded during surveys, the Beverly swamp contributes/represents 27% of that regional flora. Fourteen species are considered rare in the City of Hamilton while 17 are considered uncommon.

The Floristic Quality Index (FQI) and the Native Mean Coefficient of Conservatism (mCC) have been calculated for the entire property. The CC is a measure of a species specificity of habitat requirements, with a coefficient of 0 indicating a plant tolerant of a wide range of conditions and 10 indicating a plant that has the most specific habitat requirements. Native plant species with higher CC values tend to be those that are restricted to higher quality natural areas. Those with a low CC value have a wider range of acceptable habitats and therefore could “grow anywhere”. Therefore, the higher the mCC the higher number of plant species that prefer high quality habitats. The mean CC value for all properties combined is 4.95. Habitats with a mCC greater than five are considered to be of higher ecological integrity whereas those with a mCC below three are considered marginal habitats. A mCC of 4.95 is a high value and indicates that the Beverly Swamp has high ecological integrity.



FQI is a measure of vegetation quality and influence of human disturbance on the natural habitats surveyed. The FQI for all of the Beverly Swamp properties is 82.92. This is a high value for FQI and indicates the significant natural values of the Beverly Swamp land parcels, making these lands especially worthy of protection.

.1 Breeding Birds

Seven surveys were conducted for breeding birds throughout the Beverly Swamp complex. Many of these were road side point counts. Sixty-three species of birds were identified during these surveys, including six federally and provincially rare species, twenty locally uncommon and three locally rare species. This includes both breeding birds and incidental species (those seen in non-breeding season or as fly-overs). Previous surveys of this area (the ESA as a whole) identified an additional 42 bird species.

.2 Butterflies and Dragonflies

No direct surveys were completed for this Management Plan in relation to these taxa.

Historical information from the Natural Areas Inventory has been used to surmise the species that use the Beverly Swamp properties. Historically 54 butterflies have been recorded here with 2 of these being non-native species. Of these the Monarch Butterfly is provincially rare and federally special concern and the Black Dash is also considered to be provincially rare species. In addition, 45 species of dragonflies were also recorded in Beverly Swamp over the same period (2000-2014). These include five provincially rare species, Great Blue Skimmer, Clamp-tipped Emerald, Swamp Darner, Harlequin Darner, Unicorn Clubtail.

.3 Herpetofauna

Four species of frogs and one species of toad were recorded during MMP point counts, Spring Peeper, Wood Frog, Northern Leopard Frog, Grey Tree Frog and American Toad. Unfortunately, many species were heard at a distance as ideal breeding habitat (larger pools and ponds) were not located close to the road and are locations inaccessible at night. None of the species heard are provincially or locally rare.



Other herpetofauna recorded include Eastern Garter Snake, Smooth Green Snake, Milk Snake, Blue-spotted Salamander, Painted Turtles and Snapping Turtles. Snapping Turtles were nesting and successfully hatched at least 2 nests along Concession 8 at the bridge over Spencer Creek. HCA staff were fairly certain we discovered a number of Eastern Garter Snake hibernacula during our spring flora surveys.

.4 Mammals

Incidental mammal observations include Eastern Chipmunk, Gray Squirrel, and Eastern Cottontail, Porcupine, Star Nosed Mole, Coyote, Beaver, Muskrat, Red Squirrel and White - tailed Deer.

.5 Species at Risk and Locally Rare Species

.1 Significant Flora

Of the plant species recorded on the subject lands through the 2019 field surveys, fourteen species are considered rare in the City of Hamilton while 17 are considered uncommon. All of these species are considered provincially secure. Three provincially rare sedge species were also noted within the master plan properties. These include Carey's Sedge (*Carex careyana*), Ribbed Sedge (*Carex virescens*) and White-tinged Sedge (*Carex albicans* var. *albicans*).

.2 Significant Fauna

The following species recorded were within the Beverly Swamp properties. Those listed in Table 3 are considered species at risk either federally or provincially.

Table 3: Federal and Provincial Species at Risk

Common name	Scientific name	SARA status Schedule 1*	ESA status*
Eastern Wood-pewee	<i>Contopus virens</i>	SC	SC
Barn Swallow	<i>Hirundo rustica</i>	THR	THR
Canada Warbler	<i>Cardellina canadensis</i>	THR	SC
Wood Thrush	<i>Hylocichla mustelina</i>	THR	SC
Eastern Meadowlark	<i>Sturnella magna</i>	THR	THR
Bobolink	<i>Dolichonyx oryzivorus</i>	THR	THR
Snapping Turtle	<i>Chelydra serpentina</i>	SC	SC
Eastern Milksnake	<i>Lampropeltis triangulum</i>	SC	NAR
Monarch	<i>Danaus plexippus</i>	SC	SC

*Species at Risk Act (SARA-federal) and Endangered Species Act (ESA-provincial)

Eastern Wood-pewee and Wood Thrush were recorded throughout the deciduous wooded wetlands and deciduous forests in the Beverly Swamp. These include the wetlands north of Safari Road and the woodland wetland south of Concession 10. Barn Swallows were seen foraging for insects in the open fields and meadows in the Beverly Swamp, particularly the large field off of Concession 8.

A breeding pair of Bobolink were observed on HCA property north of Concession 8. This is a large field connected to the hydro corridor and it is currently farmed for hay. Eastern Meadowlark was heard during breeding season through an incidental survey on the Safari Road property north of Safari Road. Breeding of this species was not confirmed.

Snapping Turtles were noted throughout the properties and were often encountered just hiding in the muck of the wetlands or within shallow open ponds within the larger wetland complex. Nests of this species were also noted along Concession 8 at the bridge where Spencer Creek flows under the road. One juvenile Eastern Milksnake was found on a small property south of Concession 8.



Both Monarch adults nectering on flowering plants and caterpillars feeding on milkweed plants were also observed incidentally on almost every property visited for the Beverly Swamp surveys. This species is considered a species of “Special Concern” on the Species at risk in Ontario (SARO) list. This means that the species lives in the wild in Ontario but

may become threatened or endangered due to a combination of threats and biological characteristics. The Committee on the Status of Endangered Wildlife in Canada (COSEWIC) recommended that this species be listed as endangered federally. Currently it is a Schedule one species under the Species at Risk Act, but is listed as Special Concern.

Canada Warbler was found on the Lafarge 2000 Trail property. A singing male was observed on territory three times in the breeding season. This bird species is considered nationally threatened and provincially as special concern.

Threatened and endangered species habitat is protected under the Endangered Species Act (provincially) and the Species at Risk Act (federally). Permits maybe required for development within the habitat for threatened and endangered species.

4.4 Aquatic Inventory

The Aquatic Inventory for the Beverly Swamp is conducted as part of the HCA Aquatic Resource Monitoring Program. For Spencer Creek this includes Electrofishing with a backpack electrofisher following HCA ARMP sampling protocol at one Annual sampling site and one that is visited every three years. There are also a number of additional sites for which we have information which is included in this report.

The HCA ARMP follows the Ontario Stream Assessment Protocol for electrofishing. A Halltech Model# HT-2000B electrofishing unit was used for single pass presence/absence surveys. The crew was made of two or three members, one using the electrofishing unit and one or two netters. Fish were placed in buckets and kept in shady areas with low densities of fish to ensure oxygen levels stayed high and avoid mortality. After collection fish were quickly counted, measured (lengths and weight) and identified before being released back into the stream. During processing one voucher photo was taken of each species collected.

Habitat features such as riparian cover, substrate, presence of invasive species and descriptions of in stream habitat (physical habitat) for fish were recorded. Station length, wetted width and hydraulic head were also recorded.

An Index of Biotic Integrity (IBI) was calculated for each site. This rates sites based on the fish community present from Poor to Very Good.

.1 Upper Spencer Creek: Station ID: USP315-C3 (Annual Site)

The start of this station is located 150 meters downstream of where Spencer Creek crosses Safari Road. The shoreline of this site is densely covered with deciduous trees, herbaceous ground cover, and shrubs. The substrate is made up of muck, silt, and boulders which make it difficult to walk thorough, however, logs, boulders and aquatic vegetation make for good physical habitat for the fish species found. This site is in the historic range of Redside Dace (*Clinostomus elongatus*), however none have been found during our sampling efforts. This reach is heavily impacted by the dam and reservoir just upstream of Safari Rd. and there are

large pieces of garbage strewn throughout the reach. This site scored an IBI of 23, giving it a “Fair” rating. This demonstrates there is good potential for restoration if the dam upstream were to be removed.

.2 Upper Spencer Creek: Station ID: USP315-D2

This station is located on Upper Spencer Creek 1200m downstream of USP315-C3. The shoreline was moderately covered with deciduous trees and shrubs. The substrate was mostly cobble with some silt and sand. There are a lot of logs in the stream, some woody debris, root wads and undercut banks creating good physical habitat for the fish present. This site is in the historic range of Redside dace (*Clinostomus elongatus*), however none have been sampled since 1993. This site scored an IBI of 32, giving it a “Good” rating.

Table 4: Fish Species of Beverly Swamp

COMMON NAME	SCIENTIFIC NAME	LOCATION
Black Crappie	<i>Pomoxis nigromaculatus</i>	USP315-C3
Blacknose Dace	<i>Rhinichthys atratulus</i>	USP315-C3, USP315-D2
Blackside Darter	<i>Percina maculata</i>	USP315-C3, USP315-D2
Bluegill Sunfish	<i>Lepomis macrochirus</i>	USP315-C3
Bluntnose Minnow	<i>Pimephales notatus</i>	USP315-C3, USP315-D2
Brook Stickleback	<i>Culaea inconstans</i>	USP315-C3, USP315-D2
Brown Bullhead	<i>Ameiurus nebulosus</i>	USP315-C3, USP315-D2
Calico Crayfish	<i>Orconectes immunis</i>	USP315-C3
Central Mudminnow	<i>Umbra limi</i>	USP315-C3, USP315-D2
Common Shiner	<i>Luxilus cornutus</i>	USP315-C3, USP315-D2
Creek Chub	<i>Semotilus atromaculatus</i>	USP315-C3, USP315-D2
Emerald Shiner	<i>Notropis atherinoides</i>	USP315-C3
Fathead Minnow	<i>Pimephales promelas</i>	USP315-C3
Golden Shiner	<i>Notemigonus crysoleucas</i>	USP315-C3
Green Sunfish	<i>Lepomis cyanellus</i>	USP315-C3
Honeyhead Chub	<i>Nocomis biguttatus</i>	USP315-C3
Johnny Darter	<i>Etheostoma nigrum</i>	USP315-C3, USP315-D2
Largemouth Bass	<i>Micropterus salmoides</i>	USP315-C3
Mottled Sculpin	<i>Cottus bairdi</i>	USP315-C3, USP315-D2
Northern Hog Sucker	<i>Hypentelium nigricans</i>	USP315-C3
Northern Pike	<i>Esox lucius</i>	USP315-C3, USP315-D2
Pumpkinseed	<i>Lepomis gibbosus</i>	USP315-C3, USP315-D2
Rainbow Darter	<i>Etheostoma caeruleum</i>	USP315-C3, USP315-D2
River Chub	<i>Nocomis micropogon</i>	USP315-C3, USP315-D2
Rock Bass	<i>Ambloplites rupestris</i>	USP315-C3, USP315-D2
Spottail Shiner	<i>Notropis hudsonius</i>	USP315-C3
Virile Crayfish	<i>Orconectes virilis</i>	USP315-C3
White Sucker	<i>Catostomus commersoni</i>	USP315-C3, USP315-D2
Yellow Perch	<i>Perca flavescens</i>	USP315-C3
Blacknose Shiner	<i>Notropis heterolepis</i>	USP315-D2
Longnose Dace	<i>Rhinichthys cataractae</i>	USP315-D2
Northern Clearwater Crayfish	<i>Faxonius propinquus</i>	USP315-D2
Redside Dace	<i>Clinostomus elongatus</i>	USP315-D2 (last record 1993)

4.5 Significant Ecological Features

Policies are in place through the City of Hamilton Rural Official Plan and the Provincial Policy Statement to provide for the protection of significant ecological features from development. This section highlights key features and policies of the study area.

.1 Beverly Swamp Environmentally Significant Area (ESA).

The Beverly Swamp Environmentally Significant Area is 6,055 acres in size and contains a mix of vegetation including wetlands, forests, plantations and meadows. The properties owned by the HCA within this ESA encompass 2,192 acres or 36% of this area. This ESA was designated because it meets eight of the 2003 ESA criteria including:

1. the area contains many significant species
2. the area contains rare biotic communities
3. the area is a large core natural area and contains interior forest habitat (100-200m from forest edge)
4. the area contains a high diversity of native plant species and biotic communities
5. the large natural area serves as a link between many natural areas in Flamborough
6. the area is a good representative of broadleaf swamp, which is poorly represented in Hamilton
7. the area provides habitat for the continuation of species (deer yard and heronry)
8. the area serves as a natural storage reservoir and maintains hydrological balance and surface water quality in the headwaters of three stream systems



.2 Beverly Swamp Provincially Significant Wetland (PSW) Complex

The Beverly Swamp Wetland Complex also occurs on all parcels owned by HCA within this area. This is a Provincially Significant Wetland Complex evaluated by the Ministry of Natural Resources and Forestry (MNRF) in 1984 and reconfirmed via air photos in 2012 using 2010 air photos. The designated PSW is 4,635 acres. HCA owns 1,790 acres of this wetland complex or 39%. Wetland areas within this complex includes White Cedar, Silver Maple and Black Ash Swamps and cattail marshes.

.3 Beverly Swamp Life Science Area of Natural and Scientific Interest (ANSI)

This area was designated as a Life Science ANSI by the MNRF because it is considered one

of the best representations of swamp forest and associated wetlands in the site district (6-1) and one of the largest swamps in southwestern Ontario. The ANSI is 4,506 acres in size and HCA owns 1,288 acres or 29%.

.4 Significant Woodlands

The majority of the property owned by HCA in this study area is considered by the City of Hamilton to be significant woodland. Significant woodlands for the City of Hamilton mean an area which is ecologically important in terms of features (species composition, age of trees and stand history) and function (contributes to the broader landscape because of its location, size or the amount of forest cover in the planning area) (City of Hamilton, 2019).

.5 Significant Wildlife Habitat and Area Sensitive Species

The Significant Wildlife Habitat Technical Manual (OMNR 2000) along with the Eco regional criteria tables for ecoregion 6E (OMNR 2015) were used to determine and define significant wildlife habitat (SWH) on the Beverly Swamp properties.

Significant wildlife habitat includes broad categories of habitats for flora and fauna. SWH has been identified under the provincial policy statement for Ontario. No new development is allowed within identified portions of significant wildlife habitat unless there will be no negative impact to the form and function of this habitat type. The broad categories for significant wildlife habitat include seasonal concentration areas of animals, rare vegetation communities or specialized habitat for wildlife, habitats for species of conservation concern and animal movement corridors.

Seasonal concentration areas of animals are areas where wildlife species occur annually in aggregations (groups) at certain times of the year (MNR 2015). This can include single species concentrations or aggregations of multiple species.

Following are HCA staff observations of the significant wildlife habitat and area sensitive species in the study area:

- a) The historic peat ponds south of Concession 8 has a population of Midland Painted Turtles and Snapping Turtles. Both species have been recorded in these ponds. Therefore, these ponds are considered a Turtle Wintering Area. Generally wintering areas are contained within a turtle's core habitat and consists of soft mud substrates where the water is deep enough not to freeze.



- b) Reptile hibernacula are also considered season concentration areas. Staff noted two hibernacula for Eastern Garter Snake found during April Spring botanical surveys. Both hibernacula contained a congregation of over 5 snakes and occurred in rocky areas. These hibernacula occurred within the hydro cut off of Safari Road and in the woodlot north of Concession 8. In addition, Snapping Turtle nesting has been noted along Concession 8 this would be considered specialized habitat for wildlife. At least two Snapping Turtle nests were noted along the road shoulders along Concession 8 as it bisects through HCA property.
- c) Finally, habitat for species of conservation concern includes wildlife that are listed provincially as rare or declining. Two provincially rare butterfly species have been identified in the Beverly Swamp complex. Monarch Butterflies and caterpillars were noted in open fields and wetland areas throughout the study area. The Black Dash was recorded historically in the NAI and the location of this species and its habitat uses are unknown. Five provincially rare dragonfly species have been identified in the Beverly Swamp complex of properties. These include Great Blue Skimmer, Clamp-tipped Emerald, Swamp Darner, Harlequin Darner, Unicorn Clubtail. As these were not observed by staff the specific location of breeding and feeding habitat cannot be identified at this time.

Rare vegetation communities often contain rare flora and fauna that are specific to the habitat features within these rare communities. These vegetation communities are ranked in a similar fashion to provincially rare species. A small alvar community is located within on the Safari Road property. Alvars support small remnant natural grasslands and savannah vegetation on very shallow soils over dolostone bedrock (Goodban 1995). These habitats are rare in Ontario. This particular alvar located at the Safari Road property was identified by Anthony Goodban in his 1995 thesis entitled: *Alvar Vegetation on the Flamborough Plain: Ecological Features, Planning Issues and Conservation Recommendations*. Previous to this these alvars on the Flamborough Plain had not been described in the literature. This vegetation community is degraded with the invasion of Common Lilac, Common Mullein, and Knapweed species.



5.0 CONSERVATION AREA MANAGEMENT

5.1 Land Management

Land management planning will be accomplished through adherence to the guidelines of the management zones noted in this plan, and through additional resource management plans developed by HCA as necessary. The overall intent will be to ensure protection and conservation of the significant natural areas noted as Nature Reserve (Wetland) and Natural Zones on Map 1. appended, as well as the Significant Ecological Features noted in Section 4.5

The ecological mapping and species data documented within this plan are provided as a baseline inventory to help guide future land management decisions and project planning. Where active management is required for a particular species, it will be accomplished through an acceptable HCA resource management strategy considering the guidelines outlined in this plan, and in accordance with policies of all governing agencies.

Additional non-native plant species will not be deliberately introduced into the conservation area. Introduction of any new plant species by HCA will consider the biodiversity of this site and contiguous surroundings, historical data of the species present in the area, research findings within an approved restoration and stewardship strategy. In this plan “non-native” means species not native to Ontario as well as species native to Ontario but not to the area. If established non-native plant species threaten natural heritage values, a program for their eradication will be developed subject to specific guidelines noted in the natural heritage inventory of this plan.

5.2 Fish and Wildlife Management

Where applicable on the Beverly Swamp area properties, fisheries management will seek to maintain and enhance native, self-sustaining fish populations. Where applicable, waters may be closed to angling temporarily or permanently for fisheries or wildlife research or management purposes.

For the fishery currently, the voluntary catch and release policy for fish caught within Valens CA extends to these properties as well. For bait fish harvest these activities are strictly prohibited with an exception for research. (see Section 5.7)

For fishing bait, MNRF policies in regards to what bait is allowed to be used for fishing apply. The use of lead sinkers is not permitted.

For wildlife/human conflict HCA has developed the Hamilton Conservation Authority



Wildlife Conflict Management Strategy. This strategy outlines the process and methods staff are to follow when dealing with any animal related issues within all conservation areas. This document was produced by the Hamilton Conservation Authority Wildlife Management Committee (WMC). The WMC was a special committee of the HCA that was established in May 2014 based on HCA staff recommendation and at the direction of the HCA Board of Directors. The purpose of the WMC was to develop best management protocols and practices for the management of wildlife on HCA lands.

If already established non-native species threaten the conservation area values, a program for their eradication may be developed if feasible and practical. Missing native species may be re-introduced, and existing populations replenished if feasible and acceptable to HCA. The HCA Invasive Species Management Strategy is to be followed when considering invasive species management.

.1 Hunting

Hunting and harvesting is permitted on HCA specified properties requiring all participants to follow Ontario Ministry of Natural Resources and Forestry regulations and HCA rules. See Map 6 for permitted hunting areas.

Trapping is strictly prohibited on HCA property with the exception for HCA staff or agents acting under the HCA Wildlife Conflict Management Strategy or for research (see Section 5.7).

HCA rules for hunting in the Beverly Swamp include:

- 1 The provincial Fish and Wildlife Conservation Act and MNRF hunting regulations apply while hunting on HCA lands. Proof of compliance (licences, cards, tags etc.) is to be provided when requested by enforcement staff.
- 2 The City of Hamilton is responsible for prohibiting and regulating the discharge of recreational firearms within the City of Hamilton to ensure the safety and security of the community, as per the *Discharge of Recreational Firearms By-law 19-114*. Recreational firearm discharge for licensed Ministry of Natural Resources and Forestry hunting activities in season is only permitted within the Beverly Swamp Conservation Area lands of the Hamilton Conservation Authority.
- 3 Hunters are to practice no trace hunting and this includes not damaging any of the vegetation and/or ground habitat. Specifically, this means no evidence of hunting should be left on the property including ammunition cartridges, shot gun wads, clay pigeons, deer stands, and trail markers.
- 4 Animal entrails, “gut piles,” must be disposed of away from trails and other areas where the public may easily find them.

- 5 Tree stands are not permitted and are subject to removal and disposal by HCA staff.
- 6 Only non-lead ammunition is allowed to be used on HCA properties to protect non-target species from lead poisoning.
- 7 No electronic game calls, game/trail cameras or any covert recording devices are allowed, and if found are subject to removal by HCA staff.
- 8 Bait is strictly prohibited on HCA property.
- 9 Firearm target shooting is prohibited.
- 10 Area closed at sunset.

5.3 Cultural Heritage

Cultural heritage features worthy of interpretation, will be protected from incompatible development in the conservation area.

Incompatible resource uses and recreational activities will be restricted or prohibited where necessary to protect cultural heritage resources. Archaeological and historical artifacts may only be removed, and heritage landscapes altered, as part of an HCA approved cultural heritage research or management plan.

Archaeological studies have not been completed on HCA lands in the Beverly Swamp. Further historic research and archaeological study is encouraged. Management strategies for any archaeological sites found in the future may range from allowing the sites to remain without interference, to research, excavation, and rehabilitation. Protection and management will be undertaken in consultation with all governing agencies and first nations.

5.4 Agricultural

Some areas are actively farmed under lease agreements with HCA. See appended maps for agricultural locations. HCA's long-term vision for active agricultural fields is to see the land revert back to natural area. Active management to remove invasive species, along with restoration planting to enhance these lands is recommended once farming stops. More detailed restoration plans will be required to implement restoration of these lands. HCA will consider restoration strategies when evaluating agricultural lease renewals.

5.5 Managed Forest

Forest plantations will be managed in accordance with the MNRF approved Managed Forestry Plan for the Beverly Swamp. The only property within HCA landholdings within the Beverly Swamp area that are under the managed forest plan include the small property on the

corner of 10th Concession and Lennon Road and a small land locked property off of Safari Road. The long-term objective of this plan is to have a healthy forest. Invasive species management and restoration projects to help naturalize these areas will also be required to help support this objective. See *Appendix 3* for more information.

5.6 Conservation Area Operations

The HCA will review the operation plan for these lands. This will include providing staff with information and resources as required to manage HCA owned lands in the Beverly Swamp on a day to day basis. This will include specific direction for the management and operation of all facilities and activities and address such topics as budgets, staffing, maintenance, enforcement and emergency services.

Self-serve facilities may be developed, and individual volunteers and partner organizations may be involved in conservation area programs as approved by the HCA.

The HCA has the right to suspend operations of any facilities or services due to funding limitations, but in so doing will ensure that heritage values are not impaired and customer service standards are affected as little as possible.

Possible new business practices may be introduced into the conservation area operations in accordance with HCA policy such as:

- Improving operating efficiency and controlling costs
- Contracting out some operating functions.
- Improving customer service standards.

5.7 Research

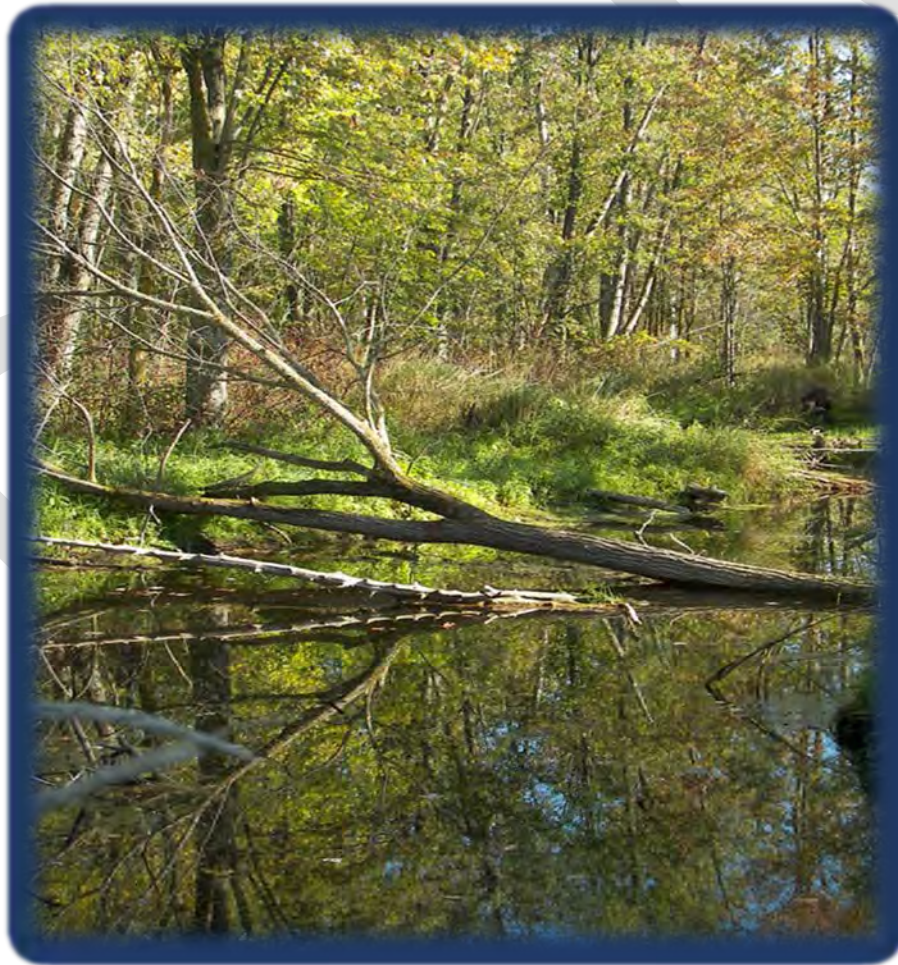
HCA's properties provide, in essence, living laboratories for researchers. HCA staff monitor the health of lands using established protocols as well when needed can develop special research programs to answer resource related questions. Included below are a few potential projects that were identified while writing this plan:

- Research to see if Brook Trout have any remnant populations in the Beverly Swamp and if there are opportunities for expansion.
- Research to see if either of the Endangered Species (Redside Dace and Black Redhorse) listed for this area currently still occupy reaches.
- Staff should look to resurrecting one of the fish stations at Concession 8 west or Westover Rd. given the large amount of HCA land in this reach and the limited sampling.

Outside Research by qualified individuals that contributes to the knowledge of natural and cultural history and to environmental and recreational management will be encouraged by HCA staff.

- Additional watercourse reaches and springs were identified by terrestrial staff during their surveys for this Management Plan, these should be delineated by staff and added to our mapping.

All research projects will require authorization from HCA. Authorization is obtained by contacting the staff ecologists who administer the process and issue letters of permission. This process would also extend to any other activities that could impact the ecological integrity of these lands.



6.0 MANAGEMENT PRACTICES

6.1 Natural Heritage Conservation

Where active management is required for a particular species, it will be accomplished through an acceptable HCA resource management strategy considering the guidelines outlined in this Management Plan, and in accordance with policies of all governing agencies.

Forest plantations will be managed in accordance with the MNRF approved forestry management plan for Beverly Swamp. See *Appendix 3*.

6.2 Water Management

Flows in Spencer Creek through the Beverly Swamp are partially regulated by the reservoir at the Valens Lake Conservation Area. The swamp itself acts like a large sponge absorbing and then slowly releasing the water it receives. The action also helps the transfer of some of the water to the ground water table.

6.3 Conservation Area Experience

HCA acquired lands in the Beverly Swamp because of their environmental significance and the overall role they play in the health and natural heritage of the watershed. These properties will continue to remain protected natural areas under HCA control and management.

Access to HCA lands is permitted for approved research, see Section 5.7 for more information.

Historically, hunting has also been allowed on the lands, see Section 5.2 and the appended hunting map for more information.

HCA controls access to the conservation area lands. Public access is permitted from the small parking area located on Safari Road. HCA may consider restricting or closing this parking area as indicated in Section 5.6. Off-site parking as well as traffic and safety concerns should this lot be closed, will be considered by HCA in consultation with the municipality.

Due to the sensitive nature of the lands, motorized recreational activities are not permitted on HCA owned lands. This includes use of all-terrain vehicles (ATV), motor bikes, snowmobiles, and recreational unmanned aerial vehicles (UAV-drones). HCA staff conducting ecological land classification surveys in the summer of 2019 observed degradation of the ecological integrity of several properties from ATV's accessing HCA lands. See Section 7.1.2 for more information.

6.4 Education and Environmental Awareness

HCA encourages research activities that provide educational and environmental awareness value. Developing visitors' awareness and appreciation of Ontario's natural and cultural heritage, and fostering a commitment to protect that heritage for all generations is supported in the goals and objectives of this plan, see Section 2.2 for more information

6.5 Public Infrastructure – Utilities, Trails and Transportation

It is recognized that public infrastructure exists and has historically altered lands in the study area. This section is intended to provide guidance for future HCA management of this land use.

Public infrastructure such as utility corridors (watermains, storm and sanitary sewers, natural gas or oil pipelines, hydro and communication corridors), trails (footpaths, boardwalks) and transportation links may cross conservation area lands. These uses may also have associated rights-of-way, land use agreements, licenses of occupation, permits etc. that are to be considered in the management of the conservation area and when implementing items from this Management Plan.

When new public infrastructure projects are proposed within conservation area owned lands, such uses will be subject, but not limited to, the following criteria:

- The need for the project, area of construction disturbance, and potential site disruption such as soil erosion, flooding, and vegetation loss.
- To maintain or where possible improve or restore key ecological linkages, habitat, and wildlife movement corridors.
- The potential public benefits of the project for research, education, or recreation in the conservation area.

HCA may require detailed environmental assessments, studies, and resource management plans in order to support such land uses.



7.0 SUMMARY

7.1 Implementation Priorities

The Beverly Swamp is a unique natural area with environmentally sensitive lands. The overall intent of this Management Plan is to ensure protection and conservation of the natural areas while managing passive opportunities for nature appreciation.

Conservation of the lands will require some management to protect the resource. At a minimum, monthly HCA staff visits to the lands are recommended to monitor the resource, and yearly operational reviews conducted to evaluate implementation of items noted in this management plan.

The following items are also recommended to be implemented in order of priority to achieve this goal:

.1 Environmental Management

.1 Invasive Species

Although the Beverly swamp properties may seem remote and well removed from the urban environment HCA field staff found a variety of invasive species on these properties. These include Glossy Buckthorn, Common Buckthorn, Garlic Mustard, Knapweed sp., Phragmites and Multiflora Rose. Details in regards to the locations of these species and management options are presented below.

.1 Common and Glossy Buckthorn

Glossy buckthorn is a member of the buckthorn family that grows in wetlands and in moist woods. This is a non-native tree species introduced from Eurasia about 100 years ago (NCC 2019). They produce a dark berry that ripens in late summer and is eaten by birds. The birds disperse the seeds. It is very invasive due to its high seed production and tolerance for varied growing conditions. It will be important to begin the removal process for this species. It tends to be a weak plant and is easily pulled. Sensitive areas within the HCA owned Beverly swamp properties should be targeted first or those with a small amount of this plant. This species forms dense thickets that shade out native species. Field staff did not find large thickets of glossy buckthorn, rather it was scattered throughout the majority of wetland polygons that were surveyed.

Common Buckthorn is a small tree or shrub that was introduced to Ontario from Eurasia. It was widely planted in farm hedgerows and fencerows as a wind break. It can survive in a wide range of conditions making it very good at invading a variety of habitats (Invading species centre 2019). Birds and small mammals feed on the berries of this plant and have spread it across many of the Beverly Swamp properties. Field staff found this species on drier hummocks in the wetland communities and in the forest and meadow communities we surveyed. Fruiting female plants should be targeted for pulling or herbicide treatment.

.2 Phragmites

This species of common reed from Eurasia is a perennial grass. It is not clear how it was transported to North America. It is an aggressive plant that species quickly and out competes other native species in wetland habitats. It forms large mono cultures that decrease plant biodiversity and create poor habitat for wildlife. Large patches of this species were found within the Beverly swamp properties. Some deep within the swamp along small streams.. A strategy for the removal of this invasive species will need to be developed. There is an extensive patch within the wetland communities north and south of the 8th Concession. This is a large patch that should be a priority for removal. Effective control strategies would likely include drowning of stems when water levels are high or pesticide application in dry periods for these wetland communities. Continued monitoring of research in regards to control methods for this species will be important as many of the stands are in shallow water which is unsuitable for drowning (too shallow) or pesticide application (too wet).

.3 Black, Brown and Spotted Knapweeds

Black, Brown and Spotted Knapweeds were found in the open fields on HCA properties. This species was introduced to North America over 100 years ago in contaminated agricultural seed and soil in discarded ballast water. It spreads easily by seed. This species forms a tap root and can be controlled with cultivation to a depth of 18 cm or hand removal. Persistent hand removal (pulling or digging) can control this species if the upper 7.5 cm of the crown portion of the plant are removed before it produces seeds. This species is growing along the sides of authorized and unauthorized trails within these Beverly Swamp properties. A targeted mowing in early August could prevent seed production and keep the knapweed from spreading further. This species could be removed from these properties with a combined effort of mowing and hand pulling in early August.

.4 Garlic Mustard

This species was introduced in the 1800's from Europe as an edible herb for early pioneers in the spring. It is a biennial plant that produces seed in its second year. It can grow in a variety of conditions making it a very good invader in a variety of habitats. It easily outcompetes other native ground cover and can change the soil environments to favour its growth over others. There is very little Garlic Mustard within the Beverly swamp properties. It is a rare to occasional occurrence in the drier upland forest ELC polygons. Active removal of this species is fairly straight forward with hand picking between April and June, before the plant goes to seed. With a dedicated effort over 5 years removal of this species can be achieved.

.5 Privet, Russian Olive and Lilac

Privet, Russian Olive and Lilac were introduced as landscape plants and escaped cultivation. Each of these species is capable of growing into thickets that shade out other native plant species and reduce biodiversity. These species were recorded during the Natural Areas Inventory on the Beverly Swamp property north of Safari Road. This is a

very mixed cultural community that has a large component of Lilac invading the unauthorized trails and throughout the vegetation communities on the southern portion of this property. This is the location of the degraded Flamborough Alvar. Restoration of this area should be a high priority.

.2 Natural Area Restoration Recommendations

The existing natural habitat features within the Beverly Swamp parcels have been evaluated for restoration opportunities and invasive species removals. Restoration in certain parts of the site can assist with buffering the natural habitats of the conservation area, with the impacts of visitor use.

Priorities for natural areas restoration and invasive species removal in this Management Plan are as follows:

1. Work with the City of Hamilton to control invasive Phragmites within the wetlands along Concession 8 and within our properties that border this road.
2. Work with Ontario Hydro to control and remove Phragmites from the Hydro Right of Way between Safari Road and 8th Concession. Control small patch of Phragmites found within the Safari Road property (northeast side).
3. Develop a plan to mitigate the impact of ATV and truck use on the Safari Road parcels.
4. Removal of unattended deer stands as noted in Section 5.2 Remove ATV access to the deciduous forest north of the 8th Concession and east of the hydro cut. A rare sedge species has been recorded growing along the ATV track.
5. Common and Glossy Buckthorn were rare across the landscape, but found in almost every polygon surveyed. It is important to target these species along the trails and accessible wetland parcels.
6. Focused removals of Common Buckthorn should occur in the small deciduous forest parcels south of Highway 97 and the parcel north of the 8th Concession east of the hydro cut. Also, the parcel south of 10th Concession contains a larger patch of Common Buckthorn at the southern end. Removal of this thicket would improve the local ecology and help control the spread of this species further.
7. The degraded alvar off the Safari Road should be surveyed in detail to better inform restoration decisions. The level of invasive species and existing alvar community requires study to scope a restoration plan.
8. Consideration should be given to connecting these landscapes together via targeted land acquisition. Protected connections could be secured and restored between Valens Lake Conservation Area and the Beverly Swamp parcels.
9. Enhancement of Bobolink habitat should be considered within the farm parcels north of Concession 8.

10. A hedgerow planting to provide a wildlife linkage along the eastern edge of this farm parcel should also be considered.

.3 Site Infrastructure – Fencing

Conduct more detailed site reviews and report on capital replacement and maintenance requirements for boundary fencing to protect natural areas.

.4 Unauthorized Trails and Property Access

Conduct a more detailed inventory of unauthorized trails, site conditions, and priorities for restoration. Evaluate possible restoration, design and maintenance strategies to help set annual management targets. Unauthorized property access and encroachment are not permitted and will be addressed by the HCA on a case by case basis.

.5 Signage Replacements

Information, designation/direction, regulatory, and warning signs are to be replaced in priority sequence and to protect the resource and ensure public safety.



8.0 APPENDIX CONTENTS

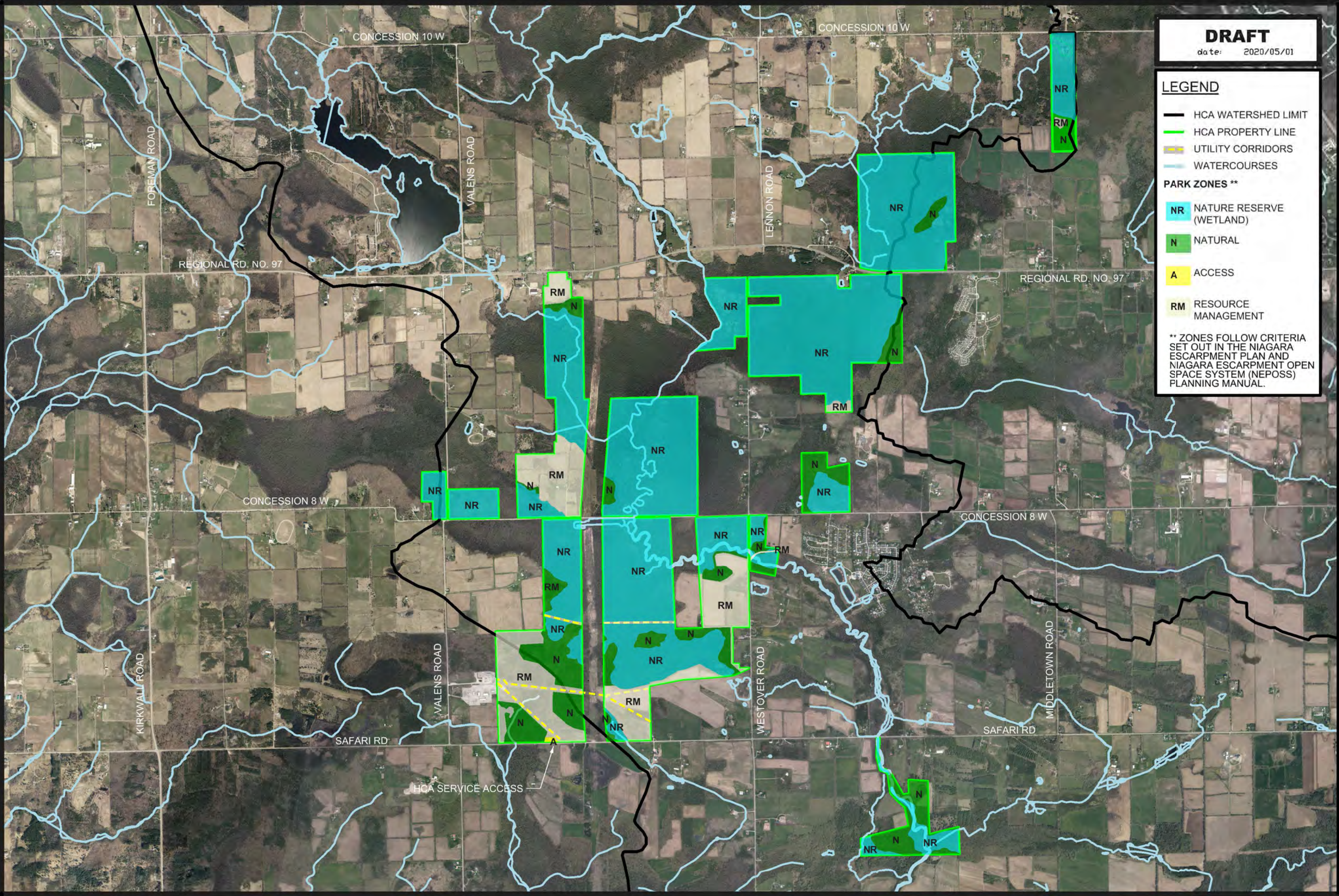
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Draft

APPENDIX 1

Map 1	Management Zones
Map 2	Ecological Land Classification
Map 3	Ecological Land Classification
Map 4	Ecological Land Classification
Map 5	Ecological Land Classification
Map 6	Hunting Areas, Beverly Swamp

Draft

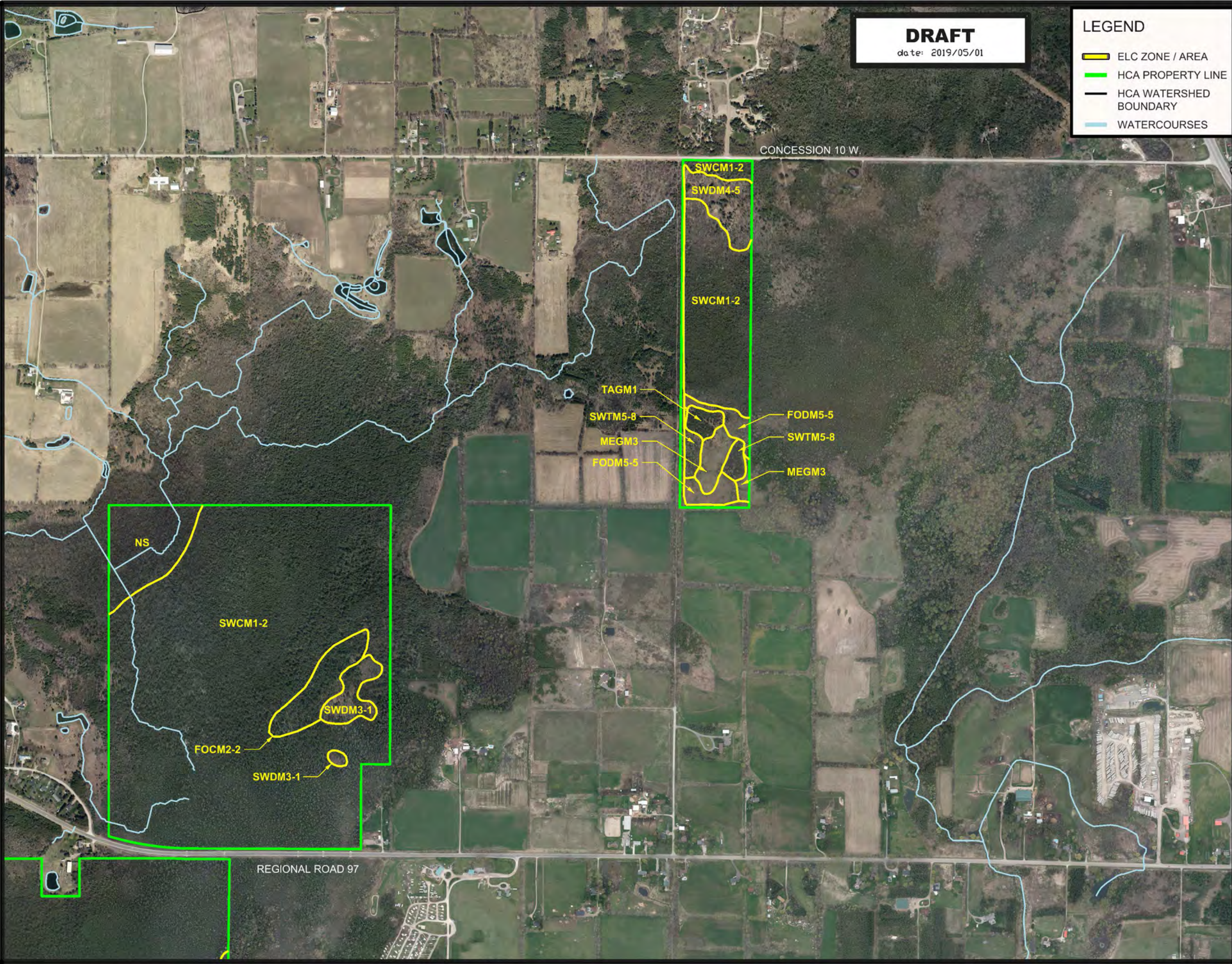


MANAGEMENT PLAN ZONE MAP
UPPER WATERSHED BEVERLY SWAMP



A Healthy Watershed for Everyone

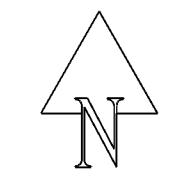
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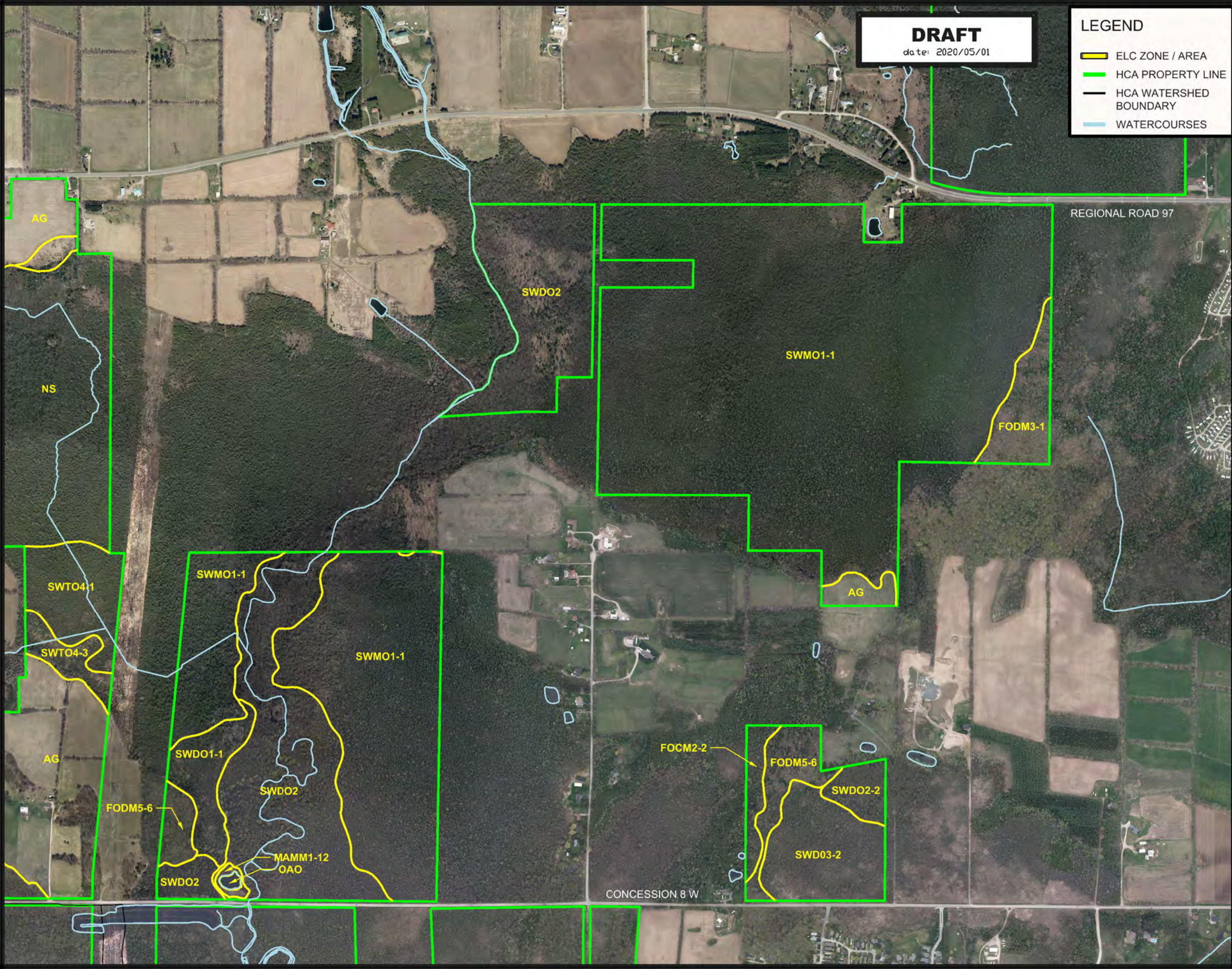
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date: 2019/05/01

- LEGEND**
- ELC ZONE / AREA
 - HCA PROPERTY LINE
 - HCA WATERSHED BOUNDARY
 - WATERCOURSES

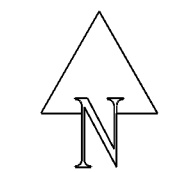
- ECOLOGICAL LAND CLASSIFICATION:**
- FOCM2-2** DRY-FRESH WHITE CEDAR CONIFEROUS FOREST
 - TAGM1** CONIFEROUS PLANTATION
 - FODM5-5** DRY-FRESH SUGAR MAPLE-HICKORY DECIDUOUS FOREST
 - MEGM3** DRY-FRESH GRAMINOID MEADOW
 - SWCM1-2** WHITE CEDAR-CONIFER MINERAL CONIFEROUS SWAMP
 - SWDM3-1** RED MAPLE MINERAL DECIDUOUS SWAMP
 - SWDM4-5** POPLAR MINERAL DECIDUOUS SWAMP
 - SWTM5-8** NON-NATIVE MINERAL DECIDUOUS THICKET SWAMP
 - NS** NOT SURVEYED



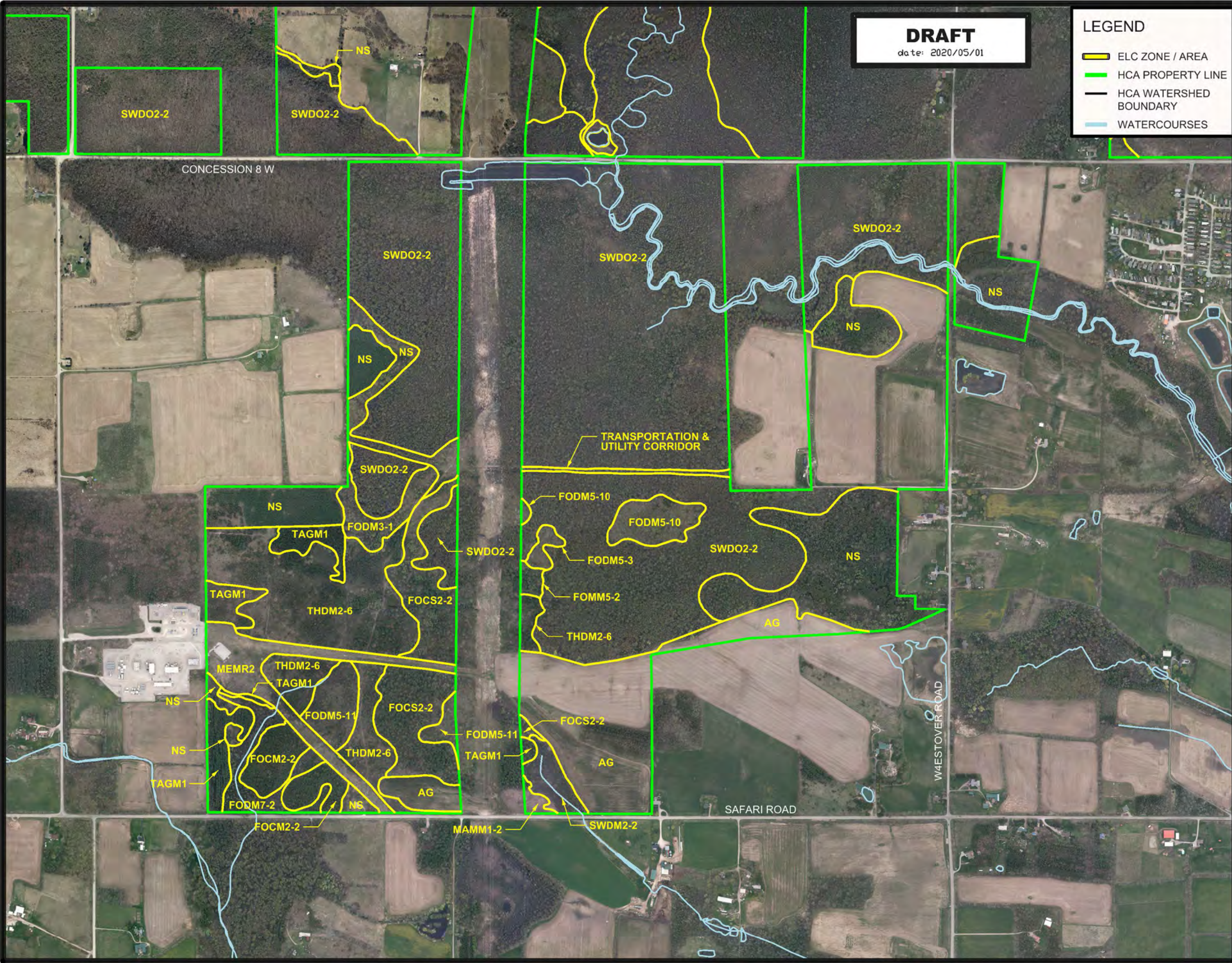
ECOLOGICAL LAND CLASSIFICATION MAP
UPPER WATERSHED BEVERLY SWAMP



ECOLOGICAL LAND CLASSIFICATION:	
AG	AGRICULTURE
FOCM2-2	DRY-FRESH WHITE CEDAR CONIFEROUS FOREST
FODM3-1	DRY-FRESH POPLAR DECIDUOUS FOREST
FODM5-6	DRY-FRESH SUGAR MAPLE-BASSWOOD DECIDUOUS FOREST
MAMM1-12	COMMON REED GRAMINOID MINERAL MEADOW MARSH
OAO	OPEN AQUATIC
SWD03-2	YELLOW BIRCH ORGANIC DECIDUOUS SWAMP
SWD01-1	BLACK ASH ORGANIC DECIDUOUS SWAMP
SWD02	MAPLE ORGANIC DECIDUOUS SWAMP
SWMO1-1	WHITE CEDAR - HARDWOOD ORGANIC MIXED SWAMP
SWTM04-1	RED-OSIER DOGWOOD ORGANIC DECIDUOUS THICKET SWAMP
SWTO4-3	SILKY DOGWOOD ORGANIC DECIDUOUS THICKET SWAMP
NS	NOT SURVEYED



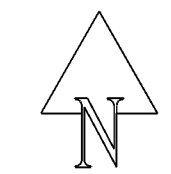
ECOLOGICAL LAND CLASSIFICATION MAP UPPER WATERSHED BEVERLY SWAMP



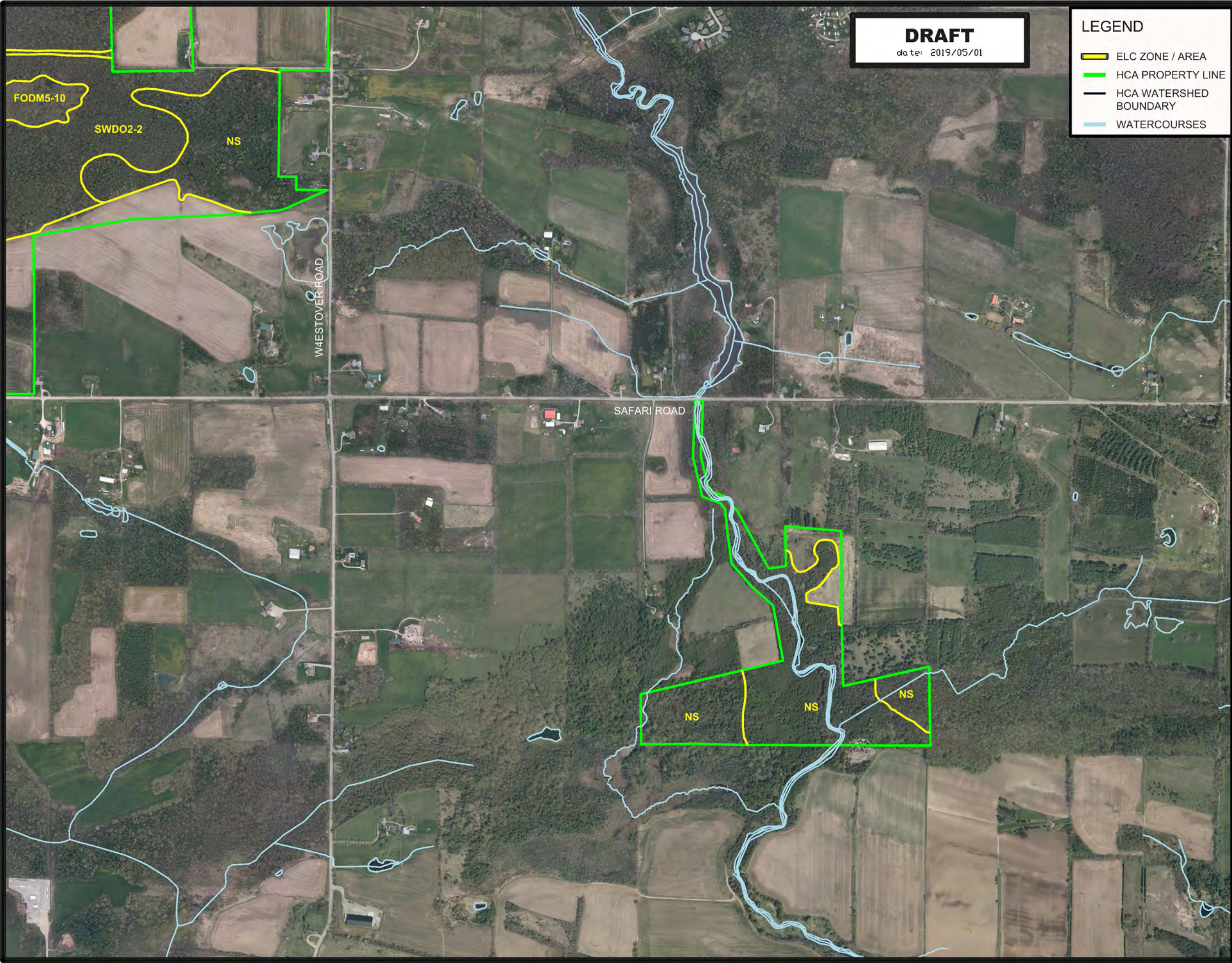
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date: 2020/05/01

- LEGEND**
- ELC ZONE / AREA
 - HCA PROPERTY LINE
 - HCA WATERSHED BOUNDARY
 - WATERCOURSES

- ECOLOGICAL LAND CLASSIFICATION:**
- AG** AGRICULTURE
 - FOCM2-2** DRY-FRESH WHITE CEDAR CONIFEROUS FOREST
 - FOCS2-2** DRY WHITE PINE-RED PINE NON-CALCAREOUS BEDROCK CONIFEROUS FOREST
 - FODM3-1** DRY-FRESH POPLAR DECIDUOUS FOREST
 - FODM5-3** DRY-FRESH SUGAR MAPLE-OAK DECIDUOUS FOREST
 - FODM5-10** DRY-FRESH SUGAR MAPLE-WHITE BIRCH POPLAR DECIDUOUS FOREST
 - FODM5-11** DRY-FRESH SUGAR MAPLE HARDWOOD DECIDUOUS FOREST
 - FODM7-2** FRESH MOIST GREEN ASH HARDWOOD LOWLAND DECIDUOUS FOREST
 - FOMM5-2** DRY-FRESH POPLAR MIXED FOREST
 - MAMM1-2** CATTAIL GRAMINOID MINERAL MEADOW MARSH
 - MEMR2** DRY-FRESH NON-CALCAREOUS BEDROCK MIXED MEADOW
 - SWDM2-2** GREEN ASH MINERAL DECIDUOUS SWAMP
 - SWDO2-2** SILVER MAPLE ORGANIC DECIDUOUS SWAMP
 - TAGM1** CONIFEROUS PLANTATION
 - THDM2-6** BUCKTHORN DECIDUOUS SHRUB THICKET
 - NS** NOT SURVEYED



**ECOLOGICAL LAND CLASSIFICATION MAP
UPPER WATERSHED BEVERLY SWAMP**

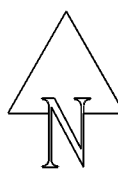


LEGEND

- ELC ZONE / AREA
- HCA PROPERTY LINE
- HCA WATERSHED BOUNDARY
- WATERCOURSES

ECOLOGICAL LAND CLASSIFICATION:

- FODM5-10 DRY-FRESH SUGAR MAPLE-WHITE BIRCH POPLAR DECIDUOUS FOREST
- SWDO2-2 SILVER MAPLE ORGANIC DECIDUOUS SWAMP
- NS NOT SURVEYED

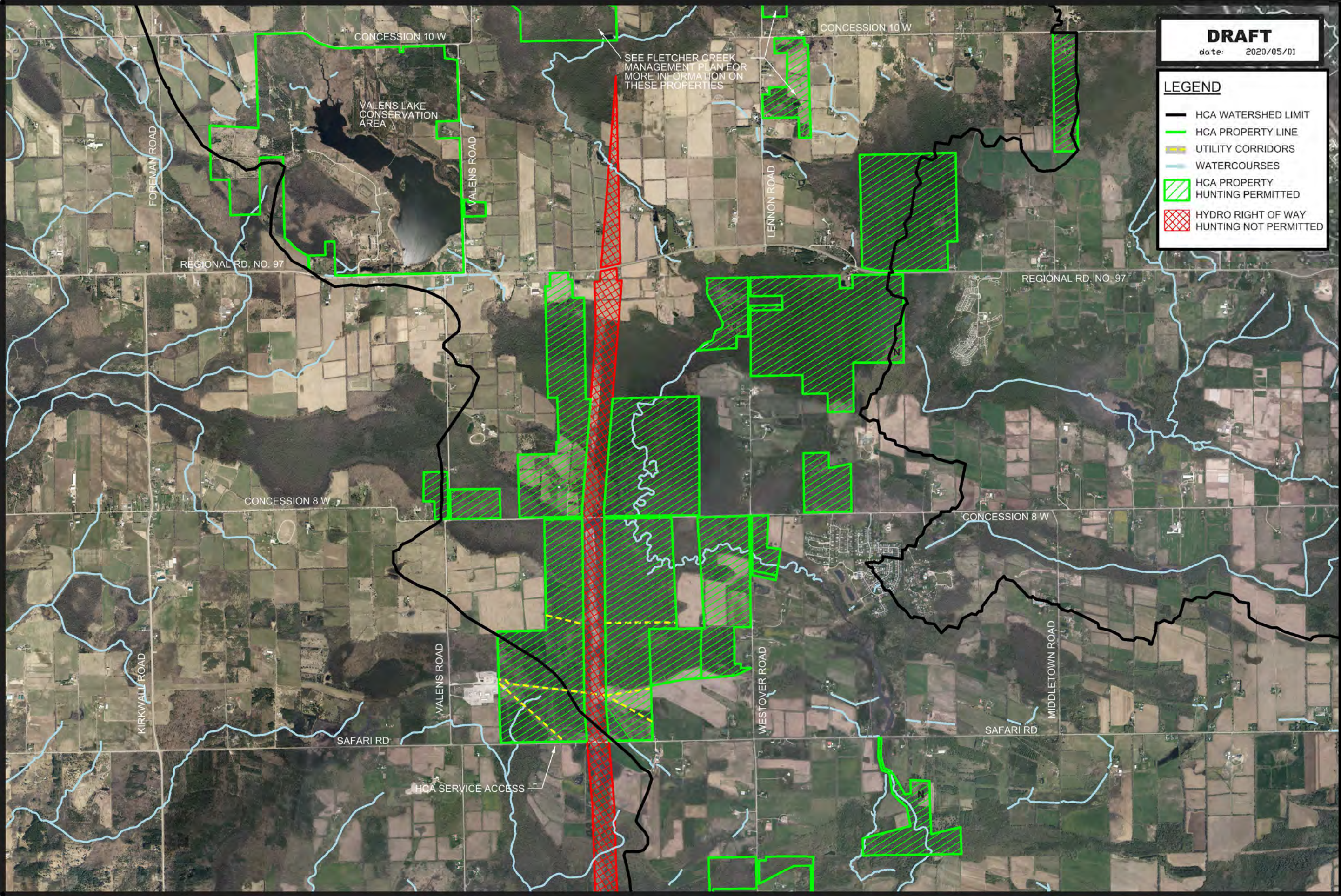


DATE: 2019/05/01

ECOLOGICAL LAND CLASSIFICATION MAP
UPPER WATERSHED BEVERLY SWAMP



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HUNTING AREAS MAP
UPPER WATERSHED BEVERLY SWAMP



A Healthy Watershed for Everyone

DATE: 2020/05/01



APPENDIX 2

Capital Development Priorities

DRAFT - BEVERLY SWAMP CAPITAL DEVELOPMENT PRIORITIES: 2020 - 2030

A. Conservation Area Improvements ***Budget (M)**

- A1 Perimeter Fencing
- A2 Safari Road Parking
- A3 Site Signage
- A4 Trail closures (unauthorized trails)
- **A5 Invasive Species Management
- **A6 Habitat Restoration
- **A7 Resource Management (hunting controls)

* Budget costs are in 2020 dollars, projects and budgets to be reviewed annually.

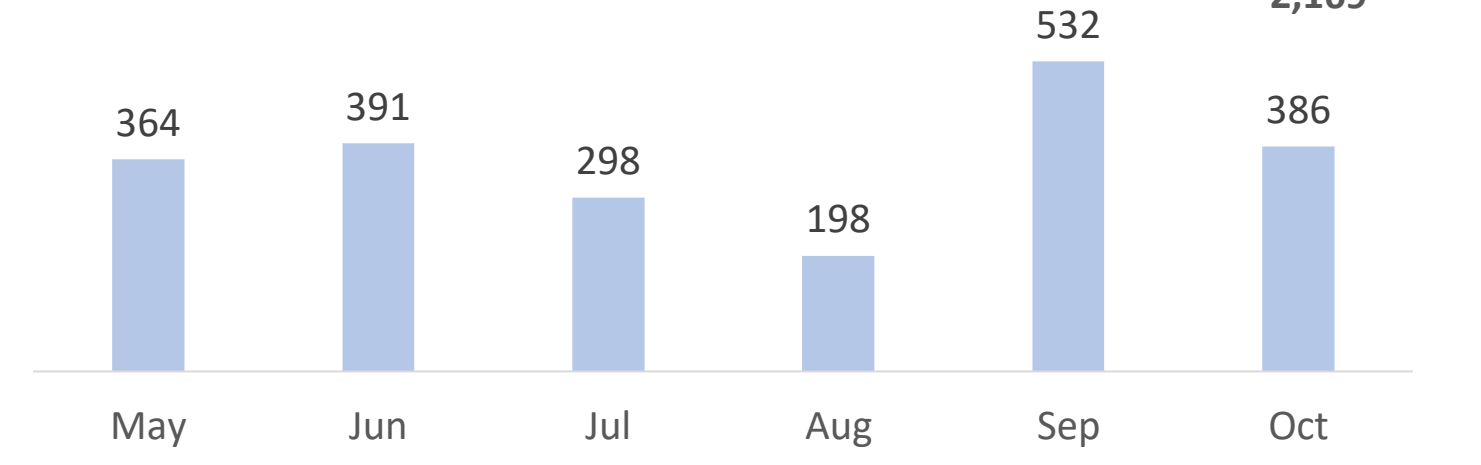
** Costs subject to ecological findings and recommendations.

APPENDIX 3

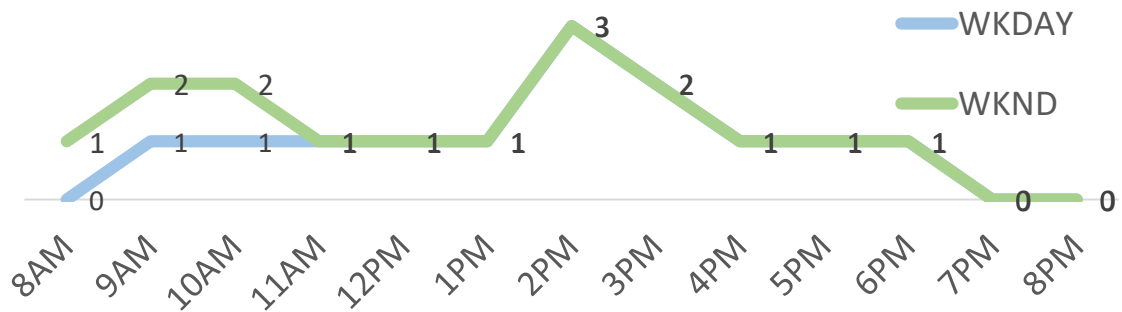
Trail and Vehicle Counter Data

Beverly Swamp Trail Counts

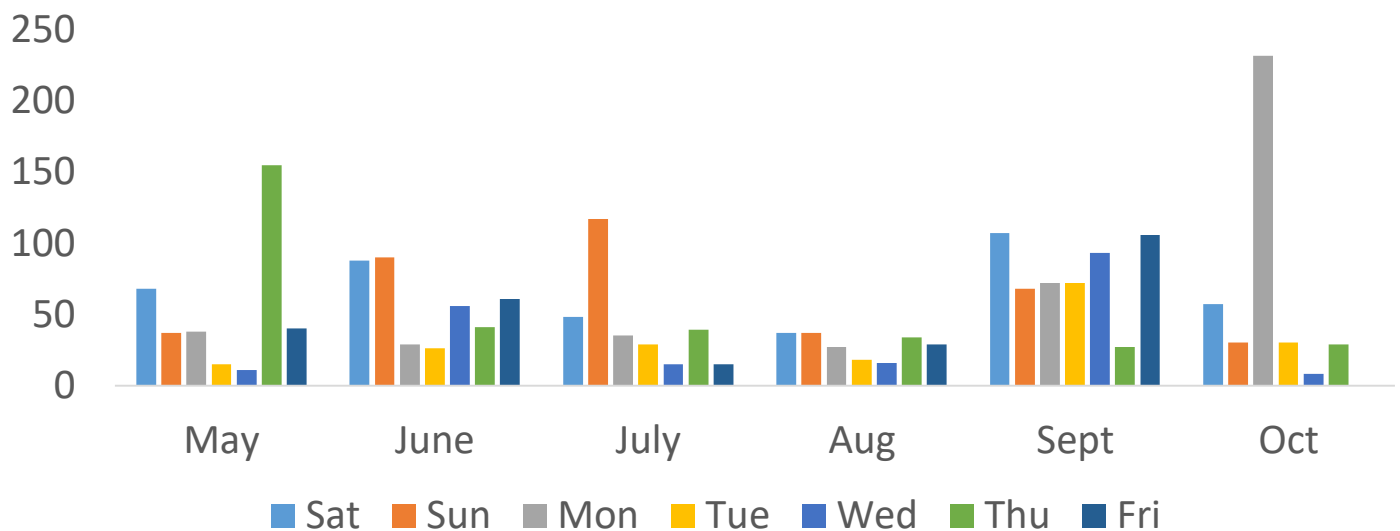
***Trail Total:
2,169**



Beverly Swamp Hourly Average



Beverly Swamp Daily Trail Counts



* Counter located north of Safari Road parking lot.

APPENDIX 4

Managed Forest Plan Recommendations 2018-2027

Section 6 : Property Details

6.1 Beverly Swamp

The 2,400-hectare Beverly Swamp spans three watersheds - Fairchild, Spencer and Bronte creeks - and offers one of the best and largest lowland swamp forest representations in south central Ontario. Almost half of it is HCA-owned. Parts of it can be accessed by hiking the Lafarge 2000 Trail in the northwest end of the watershed. This wetland is the source area for Spencer, Grindstone and Fairchild creeks and features a rich diversity of plant and animal life, including some that are rare to the Hamilton region. There are several hiking trails within the HCA-owned property. *Source: <https://conservationhamilton.ca/beverly-swamp/>*

Managed Forest Summary

Roll Number (5-digit)	Forest Type 1	Area 1 (ac)	Forest Type 2	Area 2 (ac)	Total Area (ac)
30300	Upland Hardwoods	3.31	Mixedwoods	19.72	23.03
61900	Mixedwoods	23.27	Cedar	16.00	39.27

Other Vegetation Observed	Invasive Species Observed	Wildlife Habitat Features			
		Snags	Cavities	Coarse Woody Debris	Mast Species
Duckweed Cattail Virginia creeper	Buckthorn	Abundant	None Observed	Few	American beech

Forest Inventory										
Comp	Area (ac)	Forest Type	Trees ≥ 10 cm DBH						Regeneration (advanced > 1.4m tall)	
			Species Composition ¹	Age (yrs)	Avg. DBH ² (cm)	Height (m)	Density (stems/ha)	Basal Area ³ (m ² /ha)	Species Composition	Density ⁴ (stems/ha)
4a (2)	3.02	Upland Hardwoods	Be4 Mh4 Bd2 (He Ms)	67	23	24	728	30	Be5 Mh5	3333
4b	0.29	Upland Hardwoods	Mh3 Be2 He2 Bd1 Ms1	50	22	22	458	18	Be5 Mh5	2000
4c	16.91	Mixedwoods	Ce6 Ab1 Aw1 Bd1 By1 (El)	62	24	21	851	37	Cb5 Bt5	1000
4d	2.81	Mixedwoods	Bd2 By2 Ce2 El2 Ab1	60	22	23	752	28	none	0
9a	21.23	Mixedwoods	Ce8 (Ap Aw Bt By Cb Po)2	33	21	13	817	27	Ce8 Aw2	1667
9b	16.00	Cedar	Ce10	40	13	15	3727	52	none	0
9c	2.04	Mixedwoods	Ce6 Aw2 Cb1 Po1	50	19	18	792	22	Ce8 Aw2	5000

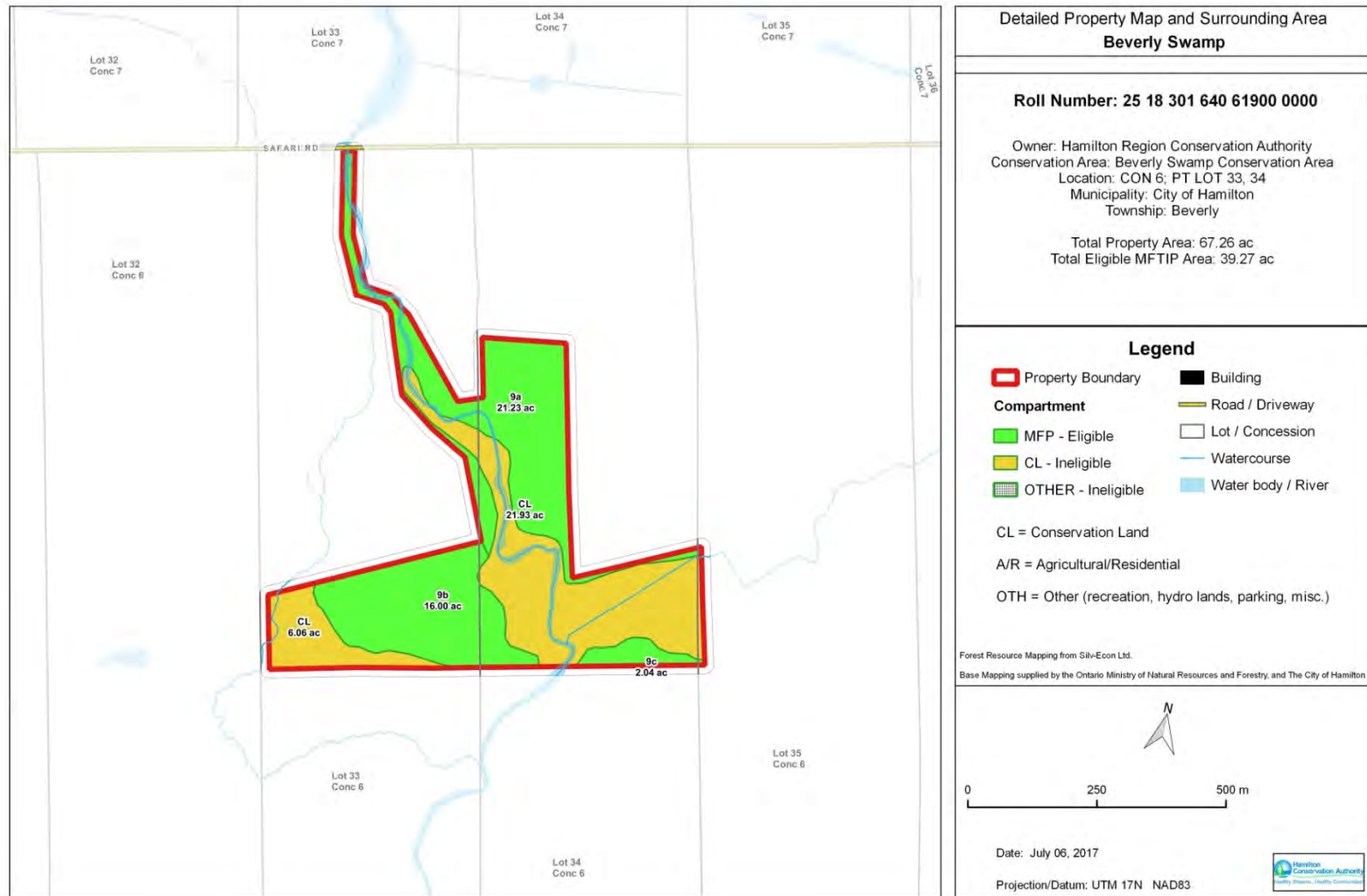
¹ Species Composition: For example comp. 4a : Be4 Mh4 Bd2 (He Ms) = Stand contains 40% American beech, 40% sugar maple, 20% basswood by basal area. Eastern hemlock and silver maple are also present. Section 11 contains a list of species abbreviations.

² DBH. Diameter at breast height, i.e. 1.3 m above ground.

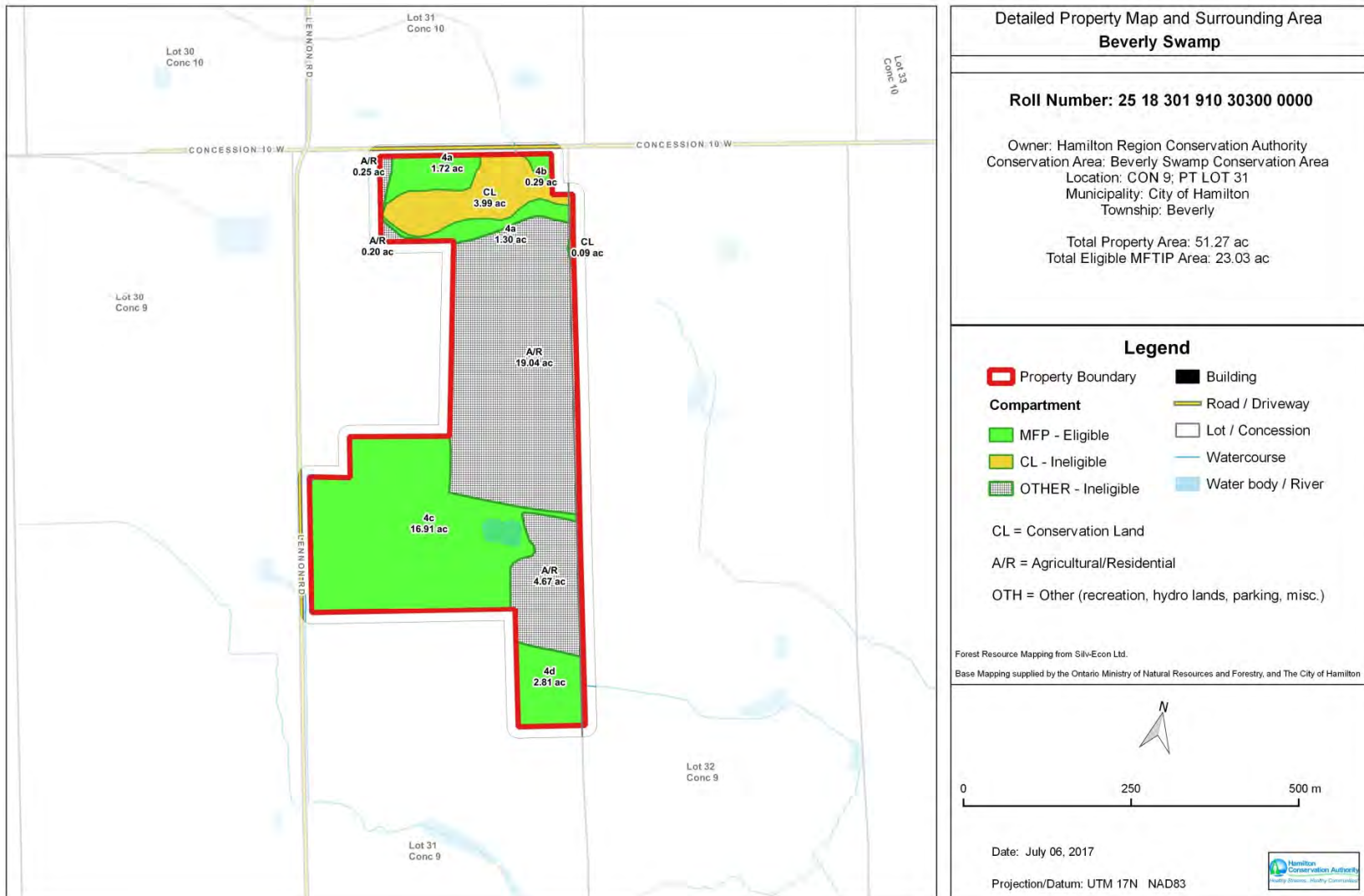
³ Basal Area. The cross-sectional area of all stems 10 cm or greater in diameter measured at breast height and expressed in square metres per hectare (m²/ha).

⁴ Regeneration density. <3000 understocked; 3000-5000 adequately stocked; > 5000 overstocked. Density includes desirable and undesirable species (Bt = buckthorn).

Detailed Property Maps



HAMILTON CONSERVATION AUTHORITY MANAGED FOREST PLAN



Section 7 : Ten Year Activity Summary 2018-2027

The following management activities are recommended for the 2018-2027 operating period.

Forest Health & Ecological Diversity

Control Invasive plants

- The Ontario Invasive Plant Council recommends creating a feasible, long-term strategy for managing invasive species. Many of the managed forest compartments have been colonized by buckthorn and other invasive plant species. Buckthorn is particularly problematic because it is the dominant species in the regeneration of a number of the compartments. Managing the buckthorn is an important silvicultural objective in maintaining a healthy and productive forest.

Manage Red Pine Decline

- A number of the red pine plantations are declining as a result of root diseases. The HCA has been thinning these plantations to mitigate the effects of the decline in the overstory and promote natural regeneration. Many of the plantations also lack desirable regeneration and some are heavily colonized by buckthorn. Controlling the buckthorn and restoring regeneration through underplanting is highly recommended.

Monitor Invasive Insects

- Many, if not all, of the mature ash in the managed forest have been affected by Emerald Ash Borer. Fortunately ash is commonly found in the regeneration of many stands and it is unlikely that ash species will disappear from the managed forest.
- Hemlock stands are at risk from Hemlock woolly adelgid (HWA). Hemlock is dominant/co-dominant in Fletcher compartment 1f and Beverly Swamp compartment 4b and is a minor species in several other compartments. These stands should be monitored for signs of HWA and report infected stands to the Canadian Food Inspection Agency (CFIA). Silv-Econ is coordinating a working group of forest managers/owners who have hemlock stands on their properties. The HCA may wish to participate in this working group.

Wildlife & Nature Appreciation

Conserve Habitat Features

- Wildlife habitats can be conserved or enhanced by retaining snags, fallen trees and logs, and trees with cavities.
- Mitigating the impacts from management activities on Species At Risk and other wildlife may require modifications to conventional silvicultural activities, establishing buffers around critical habitat, and seasonal restrictions for undertaking management activities, among other mitigation measures.

Recreation

- There is an extensive network of recreational trails throughout most of the managed forest. Maintaining the trails by trimming vegetation, removing fallen logs and hazard trees, and making repairs when required is recommended.

Forest Products

- A second thinning of the conifer plantations at Christie, Dundas Valley, Mt. Albion, Valens, and Westfield Heritage Village can be considered during the 2018-2027 operating period.
- There are approximately 115 acres of conifer plantations at Fletcher Creek that could also be considered for thinning during the 2018-2027 operating period.

Section 11 : Tree Species & Species Abbreviations

Abbreviation	Species	Abbreviation	Species
Ag	green ash	Mst	Striped maple
Ap	apple	Nb	Nannyberry
Aw	white ash	Ob	bur oak
Bd	basswood	OC	other conifers
Be	American beech	OH	other hardwood
Bf	balsam fir	Or	red oak
Bn	butternut	Ow	white oak
Bt	European buckthorn	Pa	Austrian pine
Bw	white birch	Pb	balsam poplar
By	yellow birch	Pg	large tooth aspen
Cb	black cherry	Ph	hybrid poplar
Cc	choke cherry	Pj	jack pine
Ce	white cedar	Po	poplar species
El	elm	Pr	red pine
Ha	hawthorn	Ps	Scots pine
Hac	hackberry	Pt	trembling aspen
He	eastern hemlock	Pw	white pine
Hi	bitternut hickory	Sas	sassafras
Hs	shagbark hickory	Sb	black spruce
Iw	ironwood	Sc	blue spruce
La	European larch	Sn	Norway spruce
Lb	black locust	Sw	white spruce
Lh	Honey locust	Syc	American sycamore
Mash	mountain ash	Ta	tamarack
Mb	black maple	Tu	tulip tree
Mh	sugar maple	Wi	willow
Mm	Manitoba maple	Wn	black walnut
Mr	red maple		
Ms	silver maple		



Hamilton Conservation Authority

838 Mineral Springs Road, P.O. Box 81067,
Ancaster, Ontario L9G 4X1

905-525-2181 www.conservationhamilton.ca



A Healthy Watershed for Everyone



Fletcher Creek 2019 Management Plan

DRAFT - May 2020

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1.0 APPROVAL STATEMENT

We are pleased to approve the Fletcher Creek - 2019 Management Plan as the official policy document for the Hamilton Region Conservation Authority (HCA).

This management plan supports HCA's current Strategic Plan and reflects our Vision of a healthy watershed for everyone and Mission to lead in the conservation of our watershed and connect people to nature.

Moving forward over the next ten years this plan will provide guidance for HCA management of the Fletcher Creek Ecological Preserve in support of these goals.

Lisa Burnside
Chief Administrative Officer
Hamilton Conservation Authority

Date

Lloyd Ferguson
Chair, Board of Directors
Hamilton Conservation Authority

Date



2.0 INTRODUCTION

2.1 Area Summary

The Fletcher Creek Ecological Preserve (Fletcher Creek) is a unique natural area. The 168 hectares (414 acres) were largely acquired by the Hamilton Region Conservation Authority (HCA) between 1977 and 1987 with funding assistance from the Hamilton Naturalists' Club. These environmentally sensitive lands are at the headwaters of the Spencer Creek Watershed. The site has a long history of recreational activities and in 1999, after public consultation, the HCA approved a Master Plan for this conservation area to prohibit swimming in the abandoned quarries, close access points, and develop trails for passive recreational use. Subsequent studies of the lands in 2002 by Harrington and Hoyle consultants resulted in the site rehabilitation and development seen today.

2.2 Key Items

Fletcher Creek is an important groundwater area with a substantial portion classified as provincially significant wetland. Significant amounts of groundwater that flow into the creek support the coldwater fishery. The subwatershed, associated extensive wetlands and shallow bedrock provide an important recharge function.

Multiple quarries operated in the past, visible on the western side near Concession Road 7 and at the eastern side bordered by private land. The eastern quarry was rehabilitated, and environmental improvements to the area resulting from the restoration included the expansion of a fen plant community (rare for southern Ontario), creation of additional habitat for rare plants and animals already in the area, a new breeding area for leopard frogs, snakes, and a variety of small mammals such as groundhogs, foxes, and bats. A mix of coniferous and deciduous trees creates a canopy that provides valuable shelter for wintering birds and mammals.

The conservation area offers passive day use recreation opportunities for nature appreciation. Visitor amenities include a small parking lot off Concession Road 7 and granular surfaced and mown recreational trails. The trail system includes a trailhead kiosk near the parking area, and interpretive panels and boardwalks at the rehabilitated quarry.

2.3 Goals and Objectives

This management plan updates previous HCA master plans and management studies for Fletcher Creek, supplies current mapping, and provides guidance for HCA management and operation of the conservation area for the next ten years.

3.0 BACKGROUND

3.1 Study Area

Fletcher Creek Ecological Preserve is a 168 hectare environmentally sensitive natural area located in the headwaters of the Spencer Creek Watershed. The conservation area can be accessed at Gore Road and Concession Road 7 in Puslinch Township. See appended maps for more information.

3.2 Property History

Fletcher Creek Swamp is an important groundwater area at the headwaters of Fletcher Creek at the foot of the Galt Moraine south slope. The area is considered a provincially significant wetland, with first, second, and third order tributaries flowing through and from this wetland. Coldwater streams support a population of native Brook Trout. Although no bog exists, the area has abandoned quarry pits, and a diversity of ecological communities including sedge meadow, marsh, upland forest, and mixed swamp.

HCA recognizes that First Nations inhabited this area before European contact. Respect for the history and stories of indigenous communities are supported in this management plan.

Non-indigenous settlement of the area began in the 1800's but the rocky hills proved difficult for farming. Thin soil and rock necessitated grazing with only small areas of deep soil suitable for tilling. A farmhouse was once located in the old fields north of the gravel pit but was torn down and the exact location is not determined.

The site has been visited since the 1920's by interested naturalists, primarily from the Hamilton and Guelph naturalist clubs. Naturalist Dr. Robert G. MacLaren pushed for the conservation of nature in Hamilton and other parts of Canada through his work on the Bruce Trail and other projects. Through the efforts of the HCA and Hamilton Naturalists' a memorial rock and plaque dedicated to Dr. MacLaren is placed in a clearing in a forest of hemlock.

The gravel pit, remnants of which are visible east of Concession Road 7, was in operation from the 1930's to the 1970's. It expanded slowly over time and resulted in multiple pits from west to east across the property. Two are visible adjacent to Concession Road 7 and the other two are on the



eastern edge of the property. The quarry pits on the eastern edge of the property were restored into fen and wetland habitats in the 1990's.

Another land disturbance to the area came with construction of the railroad in the past century. The rail bed altered drainage patterns in the area and resulted in the open, wet meadows that occur in the vicinity of the tracks. South of the tracks is a marsh surrounded by sedge meadow.

In 1975 the Hamilton Naturalists' Club petitioned Hamilton-Wentworth Region to undertake an inventory of Environmentally Sensitive Areas in preparation for the new Official Plan then underway. The HCA took the initiative, along with the Grand, Niagara, and Halton Conservation Authorities to fund such a study which was published in 1976 (Ecologistics). This study described the Fletcher Creek Swamp Forest as "a very unique area that contains rare and sensitive herbaceous plants". The South Wellington Environmentally Sensitive Areas Study (Eagles et. Al 1976) provided further documentation on the environmental significance of this area. During this study, Steetly Industries Ltd. was considering establishing a large quarry in a portion of the swamp. The potential impacts of such an enterprise initiated a more detailed report on the affected area (Foster and Eagles, 1976).



The construction of large hydro lines in the area began in 1976 and by 1979 the HCA entered into a lease arrangement with Ontario Hydro to manage portions of the swamp acquired for the construction of the power lines. The line is part of the Ontario grid and runs between Nanticoke on Lake Erie and Pickering on Lake Ontario. It crosses the Beverly Swamp to the south. Two utility corridors cross the Fletcher Creek lands, see *Appendix Map 1* for more information.

The studies, and the threat of quarry development stimulated the Hamilton Naturalists' Club to provide substantial funding for the HCA to purchase these environmentally sensitive lands in 1977, and 1980-1987, comprising the conservation area as it is today.

In 1981-82 a comprehensive environmental inventory of the conservation area was completed. "The Natural Resources of the Fletcher Creek Swamp Forest Conservation Area" by Eagles and Gewurz provides supplemental ecological information in this management plan. See Section 4 for more information.

In 1987 HCA opened the site to the public and began to prepare a development plan. Until the preferred plan was implemented, a “no trespassing” policy applied to the property to prohibit swimming and close access points. Through the 1990’s HCA planned for capital improvements to add a small parking lot, interpretive/washroom building, and trails for passive recreational use but due to lack of funding these were not implemented.

The hot, dry summer of 1998 stimulated unauthorized use of the conservation area for swimming and partying. Several complaints from area residents brought these issues to the forefront. HCA conducted public, stakeholder, and open house meetings to discuss options for the property. Various interest groups including scuba divers, retriever dog trainers, swimmers, and nature enthusiasts voiced their support for differing options but it was generally agreed that the integrity of the environment should be maintained, passive trails could be developed, and that parking was necessary.

Based on background research and public input received, HCA prepared the Fletcher Creek Conservation Area Master Plan. This plan was adopted by the Board of Directors in 1999. Work commenced immediately by HCA in 2000 with the closing of the road access from Gore Road, and construction of the parking lot on the 7th Concession. In 2001 a recreational trail loop was built and the site was re-opened to the public for passive recreation, with swimming not permitted.

In the summer of 2002, due to increased difficulties enforcing the swimming ban and roadside parking restrictions, HCA closed the property to the public and re-examined strategies for dealing with unauthorized activities and the impacts to the natural environment around the quarry. During this time, HCA retained the services of Harrington and Hoyle Ltd., a consulting firm with quarry expertise, to assist in preparing a rehabilitation concept. Their 2002 Concept Brief for site rehabilitation helped kick-start the fundraising efforts needed to realize the development goals for the property seen in place today.

By 2004, HCA, in partnership with the Township of Puslinch, McMaster University and the University of Toronto, received government funding to improve the site and create a calcareous fen, one of the rarest forms of wetlands in Southern Ontario, as well as other habitat improvements.

Additional funding was also received from The Ontario Aggregate Resources Corporation (TOARC) for wetland rehabilitation, and to support research projects on the site. TOARC initiated an experiment to see if alvar habitats could be replicated on the quarry floor.



The work was mainly completed by the University of Guelph and involved a variety of experiments. Results were mixed and there are still alvar representative plants growing on the property in the old quarry floor.



With these funds, volunteers interested in helping with planting, and donations of granular materials from Lafarge Canada Inc., site work commenced. The wetland rehabilitation, re-vegetation of the site, and trail improvements work were all completed and a two-year monitoring program implemented to ensure the works were installed, maintained, and functioning as intended under the permits obtained for the projects.

In 2006 the interpretive kiosk and entrance sign were in place, and additional trail improvements completed on the trail system by HCA. Since 2006 HCA staff operating out of Valens Lake have been maintaining the property to support the level of recreational use envisioned in the original master and management plans.

3.3 Planning and Development Controls

The conservation area is located in the Township of Puslinch, Ward 7 of the County of Wellington and subject to planning and development controls of Wellington County.

3.4 Management Plan Zones

The appended map shows the management plan zones for Fletcher Creek.

HCA has approached this management plan with the mind-set that conservation areas in the HCA portfolio requiring master or management plans and updates follow a consistent methodology. Although Fletcher Creek is not located within the jurisdiction of the Niagara Escarpment Commission, the policies of the Niagara Escarpment Plan and guidelines of the Niagara Escarpment Parks and Open Space System (NEPOSS) planning manual have been observed in the preparation of this management plan.

Zones are intended to fulfill a variety of functions in the conservation area, including the following as outlined in the current NEPOSS manual:

- Identification and recognition of the features and attributes.
- Protection of key natural and cultural heritage features and functions.
- Segregation of conflicting recreational activities with higher impacts to the least sensitive areas and low-impact activities to areas that are more sensitive, if appropriate.
- Delineation of areas on the basis of their requirements for management.
- Standardization of the approach to support management objectives and actions, based on a variety of features.
- Balancing of public use with the preservation of the natural environment.

Six management zones have been identified for Fletcher Creek: Nature Reserve (wetland), Natural, Access, Cultural Heritage, Development, and Resource Management. Following is a brief description of each zone.

Nature Reserve (wetland) Zones

Fletcher Creek's nature reserve zones include provincially significant wetlands and watercourses. Nature reserve zones are intended for long-term protection of significant earth and life science features which require management distinct from that of adjacent zones, as well as a protective buffer with an absolute minimum of development. Permitted management for these areas is to protect, preserve and rehabilitate identified natural heritage features.

Visitor uses are limited or restricted, and development is generally restricted to trails, necessary signs, interpretive facilities (where warranted), temporary research facilities and conservation practices.



Natural Zones

Natural zones include natural, cultural, and aesthetic landscapes in which minimum development is required to support low-intensity recreational activities. This zone can function

as a buffer between Nature Reserve areas and other zones. Environmentally Significant Areas (ESA) are included in this zone, and the boundary of this zone has taken the ESA mapping into account.

Access Zones

Access zones serve as staging areas to support the use of and access to adjacent zones. Fletcher Creek's access zones are located at the main entrance parking lot as well as the service gate further north on Concession Road 7, as well as the service gated entrance on Gore Road. Permitted development in access zones include roads, signs, trailheads and parking lots.

Cultural Heritage Zones

Cultural Heritage zones are intended to protect significant archaeological or cultural heritage features, or areas that require management that will ensure the long-term protection of these features. Management planning for these features may range from maintaining their present condition to restoring and/or reconstructing the site. Permitted uses include protection and interpretation of archaeological or cultural heritage features. The remnant features from the former quarry operation visible from the trail system are one example noted on the appended map. Should future archaeological investigation reveal features on the property, these zone areas would be added to the management plan mapping.



Development Zones

Development zones provide the main access to the conservation area or open space. Development of facilities and services are permitted suited to the recreational opportunities and natural character of the conservation area. The development area for Fletcher Creek includes the main parking lot and trail head kiosk from Concession Road 7. Permitted uses in this zone include roads, parking lots, picnic areas, orientation, interpretation, educational, and maintenance facilities. Development in this zone must be planned, designed and undertaken in a way that will be environmentally sustainable and minimize environmental and visual impact.

Resource Management Zones

Resource management zones include areas managed to provide resource-related projects such as forest products, disturbed areas requiring restoration, and land that has a long-term resource agreement such as a managed forest. Fletcher Creek has areas of managed forest, see *Appendix 3* for more information. This zone is to be sustainably managed for many diverse values such as wildlife, fisheries, forestry and outdoor recreation, and may also be used for research and demonstrating ecologically sustainable management practices. Recreation uses in this zone are subject to HCA policies and management planning.

4.0 NATURAL AREA INVENTORY

4.1 Natural Features

The Fletcher Creek Swamp Forest is designated an Environmentally Sensitive Area and Life Science Area of Regional Significance based on the sensitive hydrologic regime, the diverse and unusual biotic communities, cold-water stream habitat, and presence of rare species (Hamilton-Wentworth Natural Areas Inventory). As well, the Fletcher Creek Swamp is classified as a Provincially Significant (Class 1) Wetland. These areas are shown as Nature Reserve (Wetland) zones on the appended Management Plan Map 1.

.1 Fletcher Creek Swamp Forest Environmentally Significant Area (ESA).

The Fletcher Creek Swamp Forest Environmentally Significant Area (FLAM-24) extends across the northern boundary of the City of Hamilton into Wellington County and is 1890 acres. Fletcher Creek is 414 acres encompassing 22% of the ESA. The ecological preserve contains a mix of vegetation including wetlands, forests, plantations and meadows. This ESA was designated because it meets eight of the 2003 ESA criteria including:

1. The riparian area serves as a link between many natural areas
2. Habitat for significant species
3. A wintering area for deer
4. The area contains interior forest habitat (100-200m from forest edge)
5. There are regionally significant plant communities, including extensive, high-quality coniferous swamps in the Hamilton area and a sedge meadow fen community in Wellington County
6. The landforms are representative of features associated with the Horseshoe Moraines and Flamborough Plain physiographic region
7. The natural vegetation of the area helps to maintain water quality in the headwaters of Fletcher Creek
8. The area contains numerous springs and seeps that feed Fletcher Creek, a coldwater stream



.2 Fletcher Creek Swamp Provincially Significant Wetland (PSW) Complex

The Fletcher Creek Swamp Wetland also occurs on all parcels owned by HCA within this area. This is a provincially significant Wetland Complex was evaluated by the MNRF in 1985 and verified in 1998. It is 1,300 acres of which 127 acres is within the HCA ownership. Wetland areas within this complex includes White Cedar, Silver Maple and Black Ash Swamps and fen communities.

.3 Fletcher Creek Swamp Regional Life Science Area of Natural and Scientific Interest (ANSI)

This is a regionally significant ANSI and was designated in the 1980's for its biodiversity, diverse ecological systems (bog, sedge meadows and swamp forest) and rare plant species.

.4 Physiography and Topography

The Fletcher Creek Swamp Forest is situated between the Flamborough Plain and Horseshoe Moraines physiographic regions. The natural area is in a poorly-drained trough between the Galt Moraine to the northwest and the parallel Moffatt Moraine to the southeast. Both of these moraines have a hummocky surface with small ponds in low-lying areas. Gravel outwash is present locally along the margins of these moraines and have been exploited for aggregate products.

Elevations in the inter-moraine trough range generally from 280 to 285m. A few drumlins (290 to 303m high) in the area between the moraines have been cleared for agricultural and residential uses, these drumlins are outside this study area.

.5 Bedrock and Overburden Geology

Bedrock in this area is generally dolostone of the Guelph Formation, at the eastern end it changes to bituminous dolostone of the Eramosa Member of the Lockport Formation. The bedrock surface forms an uneven south –sloping plain (295 to 280m), and the Guelph Formation bedrock outcrops locally along the boundary.

Overburden is highly variable and includes material deposited at various points during the periods of glacial advance, stagnation, and retreat. Coarse sandy till, gravel, and sand can be found in the region.

.6 Soils

Organic soils have accumulated in the large wetlands which form the core of this area. Dumfries loam is present along the well-drained till ridges. Imperfectly drained loams are present locally.

.7 Hydrogeology

Water wells in the area tap an aquifer found at about 274m elevation, from 6 to 9m below the bedrock surface. Groundwater flow is southerly; the piezometric surface is generally coincident with the topographic surface in the inter-moraine basin. In the northern portion of

the area numerous springs discharging groundwater have been observed. The Galt Moraine, and to a lesser extent the Moffatt Moraine function as regional groundwater recharge zones. Recharge of the bedrock aquifer may also occur along fractures within the wetlands developed on generally impermeable bedrock. Due to the shallow sandy soils in the inter-moraine area, the groundwater resource is susceptible to contamination.



The hydrological regime of this natural area is groundwater dependent. Land use changes within or in the vicinity of this area could impact adversely on the hydrological regime.

.8 Hydrology and Surface Drainage

Fletcher Creek originates along the southeast face of the Galt Moraine to the north, and drains through the wetlands before entering into Spencer Creek downstream. Groundwater discharge from the Galt Moraine, and to a lesser extent the Moffatt Moraine, combined with the moderating effects of the swamp, provide this headwater creek system with a permanent high-quality cold-water regime. Consequently, this area serves two important hydrological functions in maintaining cold-water stream habitat, and in maintaining the regional hydrological balance.

4.2 Biophysical Inventory Methodology

The chart below summarizes the dates and times for the terrestrial and aquatic field inventory.

Table 1: Terrestrial and Aquatic Field Inventory Summary

Survey Type	Dates	
	Year	Day(s)
Floral Inventory	2019	April 30 and various throughout field season
Frog call surveys	2019	April 6, May 16 and June 19
Breeding Bird Surveys	2019	May 31, June, 4, 6, 21 and July 3
Ecological Land Classification	2019	Various days throughout the field season
Aquatic Surveys	2019*	
Incidental Wildlife	Recorded when encountered during all visits	

*most recent surveys completed

As noted in the chart above a variety of biophysical inventories were conducted for the various properties within the Fletcher Creek Ecological Preserve (FLAM-24). These included

Ecological Land Classification, botanical inventories, breeding birds, herpetofauna and mammals. No specific surveys were conducted for butterflies or dragonflies for this management plan. Historical information is available and is discussed in the results section.

Ecological Land Classification (ELC) for the majority of properties surveyed was completed by HCA in 2019 using the ELC system for Ontario (Lee et. al. Draft 2009) to describe the vegetation communities within the Fletcher Creek. This is the first time this property has been surveyed using ELC and the first extensive botanical inventory since 1976. Vegetation community boundaries were determined using air photo analysis and further refined in the field. Details on the canopy, sub-canopy, shrub and ground layers of each vegetation community were recorded.

Botanical inventories were conducted as a part of the Ecological Land Classification surveys of the property. Specific floristic inventories also occurred in the spring in hardwood forests within the management plan area. This was to specifically survey for spring ephemerals (early spring flowers) as these can die back throughout the summer and not be identified later in the season. Species nomenclature is based on the Natural Heritage Information Centre vascular plant species list, last updated in 2018 (NHIC 2018). Species and community ranks were determined provincially using the Ministry of Natural Resources and Forestry Natural Heritage Information Center Database (Sfranks) and locally via the Hamilton Natural Areas Inventory (Schwetz 2014).



Breeding bird surveys were completed between 5 am and 10 am, with two visits between May 24 and July 10th. The methodology follows the Ontario Breeding Bird Atlas (Cadman 2010), with all species recorded as present, possible, probable, or confirmed depending on the level of breeding activity observed. Point count stations, 10 minutes in duration, were completed for the various vegetation communities found at Fletcher Creek. These surveys were conducted in appropriate weather conditions with no rain and low or no wind speed.

Butterfly observations were gathered from inaturalist (ebutterfly checklist) for the Fletcher Creek property. They range from 2014 – 2019 and include 35 species of butterfly. Monarch butterflies were observed on this property both by local naturalists and by HCA field staff. This species at risk will be discussed further in Section 5.2

Road side point counts were conducted on three separate nights to capture the diversity of amphibians breeding in Fletcher Creek. This survey methodology followed the Marsh Monitoring Program and 8-point count stations were completed. The Marsh Monitoring

Program focuses on the survey of calling amphibians. All other herpetofauna were recorded via incidental observations.

All mammal encounters were recorded while conducting other aspects of field work, there were no specific surveys for these taxa. These surveys involved general coverage recording all species observations and signs (e.g. tracks/trails, scat, burrows, dens, browse, and vocalizations).

4.3 Ecological Land Classification Results

The ELC survey of this HCA property resulted in the classification of 35 vegetation community polygons (Table 2). Many of these communities occurred on multiple portions of the property due to the uniform nature of some of the swamp communities. A detailed description of each ELC polygon follows. None of the ELC communities identified are provincially or globally rare.

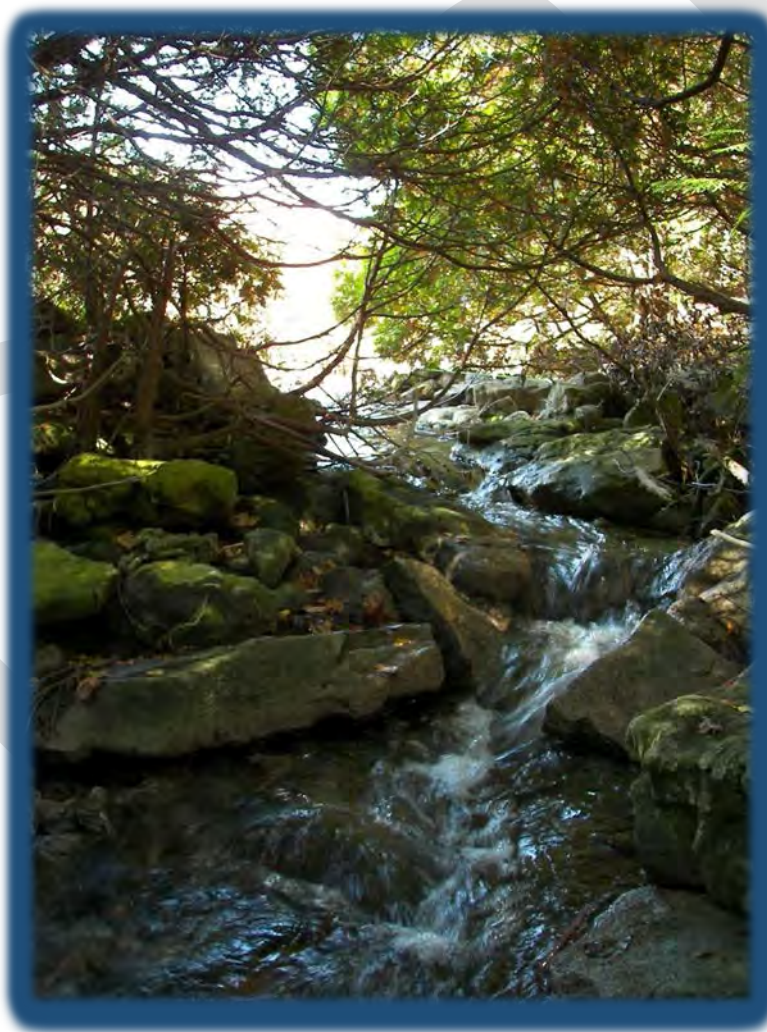


Table 2 ELC Survey Community Types

ELC Code	Community Description
Coniferous forest	
FOCM2-2	Dry-fresh White Cedar Coniferous Forest Type
Deciduous forest	
FODM6-5	Fresh-Moist Sugar Maple – Hardwood Deciduous Forest Type
Mixed forest	
FOMM6-1	Fresh-Moist Sugar Maple – Hemlock Mixed Forest Type
Meadow	
MEG	Graminoid Meadow Series
MEGM3	Dry-fresh Graminoid Meadow Ecosite
MEGM3-9	<i>Carex flacca</i> Graminoid Meadow Type
Woodland	
WOCM-1-2	Dry-fresh White Cedar Coniferous Woodland Type
WODM5-1	Fresh-Moist Poplar Deciduous Woodland Type
WODM4-3	Dry-Fresh Sugar Maple Deciduous Woodland Type
WODM4-3	Dry-Fresh Sugar Maple Deciduous Woodland Type
Coniferous swamp	
SWCO1-1	White Cedar Organic Coniferous Swamp Type
SWCO1-2	White Cedar – Conifer Organic Coniferous Swamp Type
SWCM1-2	White Cedar – Conifer Mineral Coniferous Swamp Type
Deciduous swamp	
SWDO3-2	Yellow Birch Organic Deciduous Swamp Type
SWDM3-3	Swamp Maple (Freeman's) Mineral Deciduous Swamp Type
Mixed swamp	
SWMM 1-1	White Cedar- hardwood mineral mixed Swamp
Thicket swamp	
SWTM3	Willow Mineral Deciduous Thicket Swamp Ecosite
SWTM5-8	Non-Native Mineral Deciduous Thicket Swamp Type
Fen	
FE	Fen
FEOG1	Graminoid Open Fen Ecosite
FEOM1-1	Bog Buckbean – Sedge Mixed Open Fen Type
FETC 1-1	Tamarack Treed Fen Type
FETC 1-2	Tamarack – White Cedar Treed Fen Type
Marsh	
MAMM	Meadow Marsh
MAMM2	Forb Mineral Meadow Marsh
MAMM1-2	Cattail Graminoid Mineral Meadow Marsh Type
MASM1-4	Narrow-leaved Sedge Mineral Shallow Marsh Type
Plantation	
FOCM6-1	Dry-fresh White Pine Naturalized Coniferous Plantation Type
TAGM1	Coniferous Plantation Ecosite
Thicket	
THDM2-6	Buckthorn Deciduous Shrub Thicket Type
THDM4-1	Native Deciduous Regeneration Thicket Type
Alvar/Rock barren	
RBS and FOC	Shrub Rock Barren
RBOA1-3	Dry-Fresh Little Bluestem Open Alvar Meadow Type
Aquatic	
OAO	Open Aquatic Pond
SAF_1-4	Pondweed Floating-leaved Shallow Aquatic Type

.1 Coniferous Forest

.1 Dry-fresh White Cedar Coniferous Forest Type (FOCM2-2)

This ecosite is a mixture of natural and cultural (partially planted) coniferous forest found in the Northern half of Fletcher Creek (west of Concession Rd 7), and is dominated by Eastern White Cedar. Additional canopy species include White Pine, Trembling Aspen, and White Ash. Ground cover is sparse likely due to dense tree cover, and composed of a mix of Poison Ivy, Prickly Ash, White Bear Sedge, and White Ash. A Graminoid Meadow (hydro corridor) runs North-South through the polygon, with the Western portion containing a recreational ATV trail.

This polygon also occurs on the parcel east of Concession Rd 7 and north of the rail line and is located roughly in the middle of this property. It is, and is a dry-fresh Eastern White Cedar dominated upland area. There are rare occurrences of White Pine, Tamarack, Black Walnut, Red Cedar, Trembling Aspen and Sugar Maple as well. Ground cover is sparse due to the density of the canopy/sub-canopy, and consists of a mix of species such as Common Buckthorn, Alternate-leaved Dogwood, Poison Ivy, Riverbank Grape, Bladder Campion, and Brown Knapweed.

This ecosite covers the majority of the treed area in Fletcher Creek, (east of Concession Rd 7, south of the rail line) and occurs multiple times throughout the property. This polygon starts adjacent to the parking lot off Concession Rd 7 and runs along the main trail into the property. The Eastern White Cedar dominated forest in this section is much denser than in sections further east into the property, the resulting effect being a ground layer that is much sparser (0-10%). The remainder of the polygon spreads into the property and is also dominated by Eastern White Cedar, with rare occurrences of Paper Birch, Poplar, and White Pine. This polygon contains more open spaces, allowing for slightly more diverse and abundant ground cover such as the non-native species *Carex flacca* and Glossy Buckthorn, White Bear Sedge, Bracken Fern, and Poverty Oatgrass.

.2 Deciduous Forest

.1 Fresh-Moist Sugar Maple – Hardwood Deciduous Forest Type (FODM6-5)

This polygon is located in the Northern forested section of property and surrounds a wetland/swamp. This small upland forest area is impacted on the Northern edge by Concession 10 West, by agricultural fields to the West and South, and by a private residential property in the East. Canopy and subcanopy is composed of species such as Sugar Maple, American Beech, Hemlock, and Basswood. The understory is primarily American Beech and Alternate-leaved Dogwood, along with Chokecherry, Ironwood, and Muscledwood. Ground cover is variable and covers less than 60% of the polygon area, and includes species such as Jack-in-the-pulpit, Zig-zag Goldenrod, Wild Ginger, Toothwort, *Carex albursina*, Bluestem Goldenrod, and Giant Blue Cohosh.

.3 Mixed Forest

.1 Fresh-moist Sugar Maple – Hemlock Mixed Forest Type (FOMM6-1)

This mixed forest dominates the Eastern half of this property (east of Concession Road 7 and north of the rail line) and is one of the larger polygons on the site. Sugar Maple is slightly more dominant of a canopy than Eastern Hemlock, with rare occurrences of Basswood, White Birch, and White Ash scattered throughout. The understory layer is mostly the non-native Common Buckthorn although young regenerating Sugar Maple is fairly abundant as well. White Ash, Basswood, Red Elderberry, Prickly Gooseberry and Alternate-leaved Dogwood are also present in lesser quantities. Ground cover is mainly small Sugar Maple seedlings, mixed with Herb Robert, Yellow Trout Lily, and Alternate-leaved Dogwood as well as a mixture of sedges and ferns.

.4 Meadow

.1 Graminoid Meadow Series (MEG)

This graminoid meadow polygon is the result of the hydro corridor running through the northern half of Fletcher Creek (west of Concession Rd 7). Based on air photo interpretation, this site is likely similar to a Graminoid Meadow polygon with scattered Carex Flacca and planted Scots and Austrian Pine. Ground cover is composed of mixed grasses, sedges, and forbs including Brown –eyed Susan, Crown Vetch, Redtop, Timothy, and Poison Ivy.

There are two more graminoid meadow polygons dominate the Northwest quarter of the property (east of Concession Rd 7 and north of the rail line). The western half is the result of a retired commercial extraction site (quarry) and contains an open aquatic section as a result, but overall the communities are quite similar. The main trail on the property runs North through both these polygons, as well as branching off to the East. Canopy is very sparse, dominated by White Pine in the Eastern half of these communities and transitioning to Birch and Trembling Aspen closer to the old quarry. The understory is also sparse and variable containing Common Buckthorn, Honeysuckle, Willow species, Eastern White Cedar, Grey Dogwood, and White Poplar. Ground cover in both sections is dominated by various grass species, with taller grasses such as Reed Canary and Timothy in east and shorter Panic grass (Dichanthelium sp.) in west. Additional species in the ground layer of these sites include White and Yellow Sweet-clover, Queen Anne's Lace, Common Milkweed, and English Plantain. The western polygon has very shallow, rocky soil resulting in sparser and shorter vegetation than the eastern polygon.

.2 Dry-fresh Graminoid Meadow Ecosite (MEGM3)

This cultural meadow site is located in the far Southeast corner of Fletcher Creek, east of Concession Rd 7 and north of the rail line. This polygon is mostly an open meadow, with the exception of clusters of planted White and Scots Pine in the Northern third of the property.

The sparse and scattered shrubby understory is dominated by non-native species, mainly Tatarian Honeysuckle but mixed with Russian Olive, Common Buckthorn, and Austrian Pine. Ground cover is dominated by a mixture of grass species and Black Medic, as well as a combination of other species including clover, goldenrod, and asters. The invasive non-native Dog-strangling Vine was also found near the railway tracks on this site and should likely be managed before it spreads to more of the natural area.



.3 *Carex flacca* Graminoid Meadow Type (MEGM3-9)

This open meadow ecosite dominates much of the Southwestern quarter of the Fletcher Creek (east of Concession Rd 7) property, as well as a significant portion of the Southeastern corner. Both the East and West sections are impacted by trail systems running through them, and the East portion is divided by creek headwaters running from the retired quarry area. In both sections, canopy is sparse and composed of Sugar Maple and Trembling Aspen, with a subcanopy of Eastern White Cedar, White Ash, and Apple. The West portion is partially divided by multiple deciduous hedgerows containing species such as Basswood, Sugar Maple, White Ash, White Cedar, and Apple. White Pine, Austrian Pine, and Scots Pine have been planted in both sections and appear sporadically in clusters. The West portion has occurrences of Honeysuckle, where the East has non-native invasive Lilac bushes, especially along the trail. The non-native species *Carex flacca* dominates much of the ground layer in both sections, and Spotted Knapweed is common along much of the trail system. Other species in the ground layer include Arrow leaved Aster, Chokecherry, Poverty Oatgrass, Tall Goldenrod, and English Plantain.

.5 Woodland

.1 Dry-fresh White Cedar Coniferous Woodland Type (WOCM-1-2)

Located in the Northeastern corner of Fletcher Creek (west of Concession Rd 7), this polygon is dominated by Eastern White Cedar in the canopy, sub-canopy, and understory layers. Red Pine, Austrian pine, Serviceberry and Tartarian Honeysuckle are also present in lesser quantities. Shallow soil with areas of exposed bedrock result in short, thin, and shrubby cover with relatively little ground cover (10-25%) of species such as Poverty Oatgrass and the non-native *Carex flacca*. Recreational use is evidenced through well marked tracks and trails and dumping of rubbish such as used shot-gun shells.

.2 Fresh-Moist Poplar Deciduous Woodland Type (WODM5-1)

This polygon occurs mostly just to the West of the restored quarry site in the Eastern corner, and then again to the Southeast. Soil is very thin with sections of exposed rock, potentially due to past cultural activity associated with the quarry site. Canopy and subcanopy is dominated by Trembling Aspen, with some sections potentially planted due to the liner

layout. Balsam poplar, Basswood, Black Walnut, Sugar Maple, and Ironwood are also present. Understory is abundantly non-native shrub species such as Glossy and Common Buckthorn, Lilac, and Privet as well as Alternate-leaved Dogwood, Willow, and Grey Dogwood. Ground layer is typical for a dry, disturbed habitat with thin soil and contains species such as Panic grass, Carex flacca, Riverbank Grape, Virginia Creeper, Viper's Bugloss, Brown and Spotted Knapweed, Poverty Oatgrass, and Queen-Anne's Lace. There are two inclusions in this polygon, one being a shrub rock barren and the other being a dense cedar patch surrounding the rock barren.

.3 Dry-Fresh Sugar Maple Deciduous Woodland Type (WODM4-3)

This runs alongside some of the coniferous plantations in the Northeastern corner of the Fletcher Creek property, acting as a kind of deciduous hedgerow between the plantation and the Eastern quarry site. This site is not overly diverse, with Sugar Maple and Black Cherry mainly in the canopy, as well as Bitternut Hickory and Basswood. Subcanopy contains White Ash, Musclewood, and White Pine, and shrub layer is predominately Common Buckthorn and Black Locust. Ground layer is also not diverse, mainly composed of Carex flacca, Tall Goldenrod, Riverbank Grape, and Virginia Creeper.

.4 Dry-Fresh Sugar Maple Deciduous Woodland Type (WODM4-3) and Dry-fresh Graminoid Meadow Ecosite (MEGM3) complex

This portion of Fletcher Creek was not formally surveyed due to its location across rail-road tracks and therefore unable to be accessed. Based on air-photo interpretation, this site is likely similar to polygon a mix of Graminoid Meadow Type with grasses and sedges located to the south as a meadow that is dominated by the non-native sedge Carex with scattered planted Scots and Austrian Pines. The middle portion of this northern parcel is potentially a deciduous hedgerow/woodland similar to WODM4-3 with a possible mix of Sugar Maple, Basswood, and Black Cherry in the canopy.

.6 Coniferous Swamp

.1 White Cedar Organic Coniferous Swamp Type (SWCO1-1)

This organic white cedar swamp is located on the Eastern edge of Fletcher Creek (west of Concession Rd 7 where a portion of Fletcher Creek originates from natural springs). The area was determined to be organic due to the presence of 55 cm of organic, fibric material. The canopy and sub-canopy is dominated by Eastern White Cedar with rare occurrences of White Birch and Black Spruce. The understory is a combination of Glossy Buckthorn and Labrador Tea, with lesser occurrences of Huckleberry, Red-Osier Dogwood, and Winterberry. Ground cover is diverse swamp vegetation such as Blue-Bead Lily, Sensitive Fern, Sphagnum Moss, Starflower, Gold Thread, and Round-leaved Sundew.



.2 White Cedar – Conifer Organic Coniferous Swamp Type (SWCO1-2)

This organic conifer swamp covers most of the Northwestern and central portions Fletcher Creek (west of Concession Rd 7). Canopy and sub-canopy are more mixed than in SWCO1-1, but still dominant in Eastern White Cedar with Tamarack, White Pine, Yellow Birch and Green Ash mixed in. Glossy Buckthorn is abundant in the understorey, with occasional Tamarack shrubs and rare occurrences of deciduous species such as Freeman's Maple, Black and Green Ash, and Red-osier Dogwood. Multiple springs and watercourses cross through the polygon, creating areas of varying vegetation. Overall, ground cover in the Northern portion is dominated by *Carex* interior, transitioning to another sedge species (likely *C. pennsylvanica*) in the most Southern section. Additional vegetation is mixed overall, including Marsh Marigold, Wild Lily of the Valley, Starflower, Gold Thread, Dewberry, Sarsaparilla, and Partridge Berry. This vegetation community also occurs across Concession Road 7 north of the rail line. It is a dense vegetation community with many of the same attributes of the polygon to the west.

.3 White Cedar – Conifer Mineral Coniferous Swamp Type (SWCM1-2)

This ecosite is located in the Northwest corner of the property and is divided by polygon a cattail shallow mineral marsh (MAMM 1-2). One section is impacted by the railway running along the North edge of the property, and the other section is impacted by Concession Rd 7 on the West edge. Both sections contain a mix of variable canopy, subcanopy, and understory such as Eastern White Cedar, Tamarack, Paper Birch, Black Spruce, and Glossy Buckthorn. Ground cover is composed of a variety of typical coniferous swamp species, mainly American Water-horehound, Sensitive Fern, Tussock Sedge, Graceful Sedge, Yellow Sedge, Water Horsetail, and Dewberry.

Located on a narrow property adjacent to the Lafarge 2000 Trail this vegetation community was a mix of Eastern White Cedar, White Birch, Freeman's Maple and Black Ash. The majority of the cover for these trees was sparse leading to a moderate canopy cover at a height between 2 and 10 m. Winterberry shrubs are abundant as was a diverse ground cover of Star Flower, Wild Lily of the Valley, Dwarf Raspberry and sedges.

.7 Deciduous Swamp

.1 Yellow Birch Organic Deciduous Swamp Type (SWDO3-2)

This ecosite is in the Southwestern corner of Fletcher Creek (west of Concession Rd 7), and is dominated by a canopy of Yellow Birch, with White Birch, White Elm, and Tamarack in lesser amounts. Glossy Buckthorn is occasional in the understory, with rare amounts of Red-osier Dogwood, Eastern White Cedar, Huckleberry, and Yellow Birch. The ground layer is dominated by Dewberry with abundant Aquatic Horsetail, and occasional Showy Lady's Slipper, Sensitive Fern,



Tufted-Loosestrife, Marsh Fern, Carex comosa and Glossy Buckthorn. The Southern edge of this polygon is impacted by the presence of the rail line.

.2 Swamp Maple (Freeman's) Mineral Deciduous Swamp Type (SWDM 3-3)

This swamp type is located off of Lennon road on two parcels, north and south of 10th Concession. Both have a canopy of Freemans Maple. The northern parcel is more diverse with Trembling Aspen, Balsam, Poplar and Black Ash also in the subcanopy. The southern parcel is very open with standing water for the majority of the spring whereas the northern parcel is saturated all year. Sedges dominated the ground cover in both polygons with the southern one also having a variety of herbaceous plants such as dwarf raspberry, marginal wood fern, water hemlock and jewel weed.

.8 Mixed Swamp

.1 White Cedar- hardwood mineral mixed Swamp (SWMM 1-1)

This is a mixed deciduous and coniferous swamp with few invasive species. The canopy was a mix of White Cedar, Yellow Birch and Freeman Maple with an understory and shrub layer of White Cedar. The ground cover was diverse and more abundant in the sections dominated more by deciduous trees. Jewel Weed, Common Water Hemlock, and various sedge species dominated the ground cover. This is a small pond also located on the eastern edge of this community and was surrounded by willows and Reed Canary Grass.

.9 Thicket Swamp

.1 Willow Mineral Deciduous Thicket Swamp Ecosite (SWTM3)

This thicket swamp polygon is located near the middle of the property (east of Concession Rd 7) and surrounded by dry cedar forest. Canopy and subcanopy both consist of stunted willow shrubs, with cattails, Glossy Buckthorn, and Red-osier Dogwood in the understory. Standing water was still present in late July, as well as a resident snapping turtle and approximately 10 monarch caterpillars feeding on Swamp Milkweed. Floating-leaved Pondweed was present in the flooded areas, with wetland vegetation such as Spotted Joe-pye-weed, Little Green Sedge, Canada Rush, Reed Canary Grass, and Yellow Sedge around the edges.

.2 Non-Native Mineral Deciduous Thicket Swamp Type (SWTM5-8)

This polygon is predominantly Eastern White Cedar in the canopy but is rapidly regenerating into a Glossy Buckthorn thicket swamp. Understory also contains Narrow-leaved Cattail, Willow sp., Tamarack, and Reed Canary Grass. The ground layer is variable wetland species such as sedges, Bulbous Water hemlock, Canada Rush, Red-osier Dogwood, and Spotted Joe-pye-weed.

.10 Fen

.1 Fen (FE)

This fen polygon is unique due to the high level of cultural impact and disturbance that resulted in the creation of the site. Because of this, although the soil is organic it is not found

at a depth of greater than 40 cm before reaching bedrock underneath. Due to the unique conditions surrounding this site, it is difficult to find a fitting ecosite type in the current ELC classification system. The canopy, subcanopy, and understory layers are all very sparse, containing mainly Paper Birch, Glossy Buckthorn, and Eastern White Cedar respectively. Needle Beaksedge dominates the ground layer along with abundant Scouring Rush, and rare occurrences of other species such as Hooded Ladies-tresses, Goldenrod and aster species, Soft-stemmed Bulrush, Bittersweet Nightshade, and Canada Rush.

.2 Graminoid Open Fen Ecosite (FEOG1)

Sedges dominate this fen polygon in the central portion of Fletcher Creek. It is an open community with little tree cover. Other species that occur include Marsh Bedstraw, Boneset, Marsh Bellflower, and Tufted Loosestrife, all of these are rare. There is a small patch of invasive *Phragmites australis* growing around the edges of this fen.

.3 Bog Buckbean – Sedge Mixed Open Fen Type (FEOM1-1)

This fen is just north of the FEOG1 and was also dominated by sedges, but was wetter, with a thin cover of water and distinctly different species including Bog Goldenrod, Bog Buckbean, Two Beaked Sedge, Spike Rush and Hard-stemmed Bulrush.

.4 Tamarack Treed Fen Type (FETC 1-1)

This polygon runs from the Southern edge to the Eastern edge of Fletcher Creek (west of Concession Rd 7), with the Southern edge being impacted by the presence of the rail line. The sparse canopy and sub-canopy consists only of tamarack, with the dominant understory vegetation being Common and Narrow-leaved Cattail. Willow, Huckleberry, and Glossy Buckthorn are also present, as well as the non-native *Phragmites australis*. Sphagnum Moss, *Carex flava*, and *Carex interior* are occasional in the ground layer, as well as rare levels of Dewberry, Round-leaved Sundew, and Snowberry. This polygon becomes more open towards Concession Road 7 and changes slightly to having more Narrow-leaved Cattail combined with rare sections of the non-native, invasive *Phragmites australis*. An open water aquatic portion lies between the corner of the property and this polygon



.5 Tamarack-White Cedar Treed Fen Type (FETC 1-2)

A complex vegetation community with a canopy of sparse Tamarack and Black Spruce. White Cedar, but in a stunted format was more dominant in the shrub layer at an overall canopy cover of about 40%. Many fen indicators were found in this community including Labrador Tea, Huckleberry, Velvet-leaved Blueberry, Round-leaved Sundew, Sphagnum Moss and Creeping Snowberry. The ground layer was diverse with a wide variety of sedges

along with the herbaceous plants mentioned above. Glossy Buckthorn is scattered throughout this community where as *Phragmites australis* occurred in a few clumps.

.11 Marsh

.1 Meadow Marsh (MAMM)

This was a small marsh community surrounding an open water area near the rail line. Soil samples were not taken, but based on the vegetation this community might be on organic soils. Standing water occurred throughout the polygon with Tamarack providing sparse canopy cover of 20%. Cattails and soft stemmed bulrush were abundant throughout the shrub and ground layers. Other species noted included Canada Blue Joint Grass, Tussock Sedge and Porcupine Sedge. It is likely this water is backed up at the rail line creating this vegetation community.

.2 Cattail Graminoid Mineral Meadow Marsh Type (MAMM1-2)

This meadow marsh polygon is located in the Southwest corner of the property, and is impacted by both Concession Road 7 on the West border and the railway tracks along its South border. The sparse canopy and sub-canopy is composed of Tamarack, White Pine, White Birch, and Glossy Buckthorn. Understorey is dominated by Narrow-leaved Cattail with occasional Eastern White Cedar shrubs and Glossy Buckthorn. The non-native invasive species *Phragmites australis* is also present on this site running alongside the railway tracks. Ground layer consists mostly of native wetland species such as *Carex flava*, *Carex hystericina*, *Carex aurea*, Boneset, Marsh Fern, Labrador Tea, Pitcher Plant, and Water-horehound. This community also occurs on the east side of Concession Road 7, in the central portion of Fletcher Creek north of the trail and on the eastern side of the property adjacent to Gore Road, all of these have a similar vegetation composition. A small occurrence of this wetland is in a small polygon off of Lennon Road. It is partly dominated by *Phragmites* as well as cattails.

.3 Forb Mineral Meadow Marsh (MAMM2)

White Cedars occurred rarely in the canopy of this polygon along with White Birch, Balsam Poplar and willow species. The ground cover was diverse and abundant species included New England Aster, Field Sow Thistle, Queen Ann's lace and grasses.

.4 Narrow-leaved Sedge Mineral Shallow Marsh Type (MASM1-4)

This polygon is located in the West half of the Fletcher Creek property east of Concession Road 7, and is an open shallow marsh ringed by a combination of dry Cedar upland and coniferous Cedar swamp. An old, disused boardwalk runs through most of the polygon, but is not connected to any maintained or active trail. Canopy and subcanopy are both sparse and contain Tamarack, Paper Birch, and Eastern White Cedar. Cattails are present in the understory but do not dominate the site, with variable ground cover being most abundant overall. Ground layer species present include Tussock sedge, Red-osier Dogwood, Marsh Fern, Sensitive Fern, Joe-pye-weed, and Canada Blue-joint.

.12 Plantation

.1 Dry-fresh White Pine Naturalized Coniferous Plantation Type (FOCM6-1)

This plantation site is more naturalized due to the die-off of multiple White Pine, creating a more diverse understory and ground cover than most dark, dense plantation sites. It is located in the northeast corner of the property parcel east of Concession Road 7 and north of the railway. The canopy still covers most of the polygon, and is composed of White Pine, Norway Spruce and White Spruce, with rare instances of Red Pine and Basswood. The understory consists of Common Buckthorn, Goldenrod, and Black Walnut saplings, as well as Black Raspberry, Russian Olive, Bristly Green Briar, and Rose. Poison Ivy, Knapweed, and Common St. John's-wort are most abundant in the ground layer, as well as Clover, Aster, Strawberry, Orange-fruited Horse-gentian, and Hawkweed to a lesser extent.

.2 Coniferous Plantation Ecosite (TAGM1)

This plantation site is located in the Northeast corner of the property (east of Concession Road 7, north of the railway) and runs along the North edge about halfway into the property. Canopy and sub-canopy are dominated by Eastern White Cedar, with occasional White Spruce and rare occurrences of Red Pine. Understory is sparse but mainly non-native species such as Common Buckthorn and Tatarian Honeysuckle. Ground cover is not highly diverse, mainly consisting of Sugar Maple seedlings and multiple grass species, as well as Common Buckthorn, Poison Ivy, White Sweet-clover, Vetch, goldenrod, and Wild Grape.

The second plantation starts at the main parking lot for the property, running South to the edge of the property (east of Concession Rd 7, south of the railway) and then East along Gore Road for approximately 500 meters. Cover of canopy is variable throughout the polygon, with the densest section being in the Southwest corner of the property. The canopy is dominated by Norway Spruce, with rare occurrences of Eastern White Cedar and Red Pine. White Ash, Serviceberry, and Chokecherry appear in the subcanopy and understory layers, with a ground layer of Blackberry and the non-native sedge *Carex flacca*. The third plantation area can be found on the Eastern side of the property (south of Concession Rd 7), mainly running along the edge of the property line as well as in the Northeastern corner, divided by a hydro corridor. These plantation sections are fairly dense and contain a mix of White Pine, Red Pine, White Spruce, and Norway Spruce.

.13 Thicket

.1 Buckthorn Deciduous Shrub Thicket Type (THDM2-6)

This polygon is a thin, hedgerow-like thicket located along the North edge on the Western half of the property (east of Concession Rd 7, north of the rail line). Canopy is mainly Basswood with occasional Black Cherry and rare instances of Sugar Maple and Balsam Poplar. Sub-canopy is similar, as well as Eastern White Cedar, Crabapple, Scots Pine and White Pine. The understory and shrub-layer is fairly diverse, with Common Buckthorn being most abundant. Chokecherry, Russian Olive, Honeysuckle, Glossy Buckthorn, Red-

osier Dogwood, Prickly Ash, Fragrant Sumac and Staghorn Sumac also occur rarely throughout the polygon. The ground layer is a mix of native and non-native species typical of cultural field edges such as Wild Grape, Butter and Eggs, Queen Anne's Lace, Poison Ivy, Hawkweed, Thicket Creeper, White Sweet-clover, Yarrow, Redtop and Wild Basil. A deep ditch running through the middle of this polygon for most of the length indicates some possible agricultural/cultural disturbance or use in the past.

This ecosite occurs again through the middle of the property, running alongside the main trail into the site. This section is similar to the one detailed above, but the canopy is less diverse containing mainly Trembling Aspen and Eastern White Cedar, with some denser pockets of Common Buckthorn. Ground cover consists of similar species, although this site is less diverse than the section on the Northern edge of the property.

This polygon type is also found close to the eastern property boundary, between the coniferous plantations along the East edge of the property and the quarry/fen/alvar. A flagged and well used ATV trail runs through much of this polygon, potentially being accessed from the adjacent property. It contains a small pocket of graminoid meadow (polygon 116-13) but is mostly regenerating into a Common Buckthorn thicket. Canopy and subcanopy is sparse and mostly White Ash, with rare Sugar Maple, Paper Birch, Alternate-leave Dogwood, Scots Pine, and Basswood. Shrub layer is a mixture of species but is dominated by Common Buckthorn, with occasional Chokecherry and Privet species, as well as more rare occurrences of species such as Russian Olive, Honeysuckle, Hawthorn, Black Cherry, and Apple. Ground layer is mostly a mix of Aster and Goldenrod species, as well as species such as Carex flacca, Queen Anne's Lace, Riverbank Grape, and Poverty Oatgrass.

.2 Native Deciduous Regeneration Thicket Type (THDM4-1)

This polygon sits in the most Northeastern corner of the property, and is partially divided by the hydro corridor that runs almost perpendicular to the railway. Cover of canopy, subcanopy, and understory is variable throughout the polygon, with a higher concentration of trees near the middle and more open/shrubby on the edges. Canopy and subcanopy is mostly Trembling Aspen, but with rare occurrences of Green Ash, White Cedar, and White Elm as well. Shrub layer is abundantly Red-osier Dogwood and Willow species, with occasional Eastern White Cedar as well. The ground cover is variable and includes species such as Redtop, Carex flacca, Riverbank Grape, Red-osier Dogwood, and aster and goldenrod species. Some ditches caused by disturbance or possibly hydro corridor clearing contain more marsh/wetland species than the more upland areas. The ATV trail also runs through a small portion of this polygon, mostly contained to the more open edges in the hydro corridor.

.14 Alvar/ Rock Barren

.1 Shrub Rock Barren (Inclusion – RBS and FOC)

This inclusion in WODM 5-1 is a Common/Glossy Buckthorn shrub rock barren that is

likely resulting from extraction of materials from the site. Areas of exposed “bedrock” appear to be pavement, but the resulting shallow soil site mimics an alvar community. Ground vegetation is sparse and contains species such as Yellow Sedge, Little Green Sedge, Panic Grass, Water Horehound, Ragweed, Moss, and Grass-leaved Goldenrod. A dense eastern white cedar forest surrounds this polygon.

.2 Dry-Fresh Little Bluestem Open Alvar Meadow Type (RBOA1-3)

This alvar community is unique and is dominated by Little Bluestem and Stunted Eastern White Cedar trees. This vegetation community was created under the Quarry to Alvar Initiative that used experimental design to research whether alvars could be restored in old quarry floors.

Therefore, it is not a true natural alvar. This restored alvar has elements of both southern and northern alvars. It hosts a population of Lakeside Daisy a globally rare plant species known from alvars on the Bruce Peninsula as well as Nodding Wild Onion and Side Oats Gamma species more indicative of southern alvars. Glossy Buckthorn is slowly moving into this community and becoming the dominant shrub. People are also impacting this area by creating fire pits and trails throughout the area.



.15 Aquatic

.1 Open Aquatic Pond (OAO)

The restored quarry site on the western side of the northern Fletcher Creek property contains two open aquatic pond inclusion sites. The North pond is smaller and is surrounded by species such as Eastern White Cedar, the invasive *Phragmites australis*, Horsetail, Boneset, and Red-osier Dogwood. The South pond contains multiple islands and is ringed by vegetation such as Eastern White Cedar, Austrian Pine, Tamarack, Cattail, Willow, Canada Rush, and Sage Leaved Willow.

.2 Pondweed Floating-leaved Shallow Aquatic Type (SAF 1-4)

This open water pond is located in the Southeast corner of the property, adjacent to the trail leading from the gated entrance off of Gore Road. An island close to the shore allows for a canopy of single willow tree, otherwise subcanopy is composed of cattails (in the water) and Silky Dogwood (along the trail and water edges). Shrub layer includes Glossy Buckthorn, Red-osier Dogwood, and Paper Birch. Most abundant ground cover is Floating-leaved Pondweed (in the water), as well as boneset, Rough-leaved Goldenrod, *Carex flava*, and Canada Rush.

4.4 Terrestrial Inventory

.1 Vascular Plants

Over the course of multiple survey dates including ELC surveys, staff (and other researchers) identified 323 species of plants. Of these, 219 are considered native plant species (68%) while 73 are non-native species (23%). Two hundred and ninety-two were identified to species level and 31 identified to genus only (10%). The Wellington County Vascular Plant List Update (2018) indicates that there are 1362 species of plants in the County. Of the plant species recorded during surveys, the Fletcher Creek Ecological Preserve contributes/represents 21% of that regional flora.

The Floristic Quality Index (FQI) and the Native Mean Coefficient of Conservatism (mCC) have been calculated for the entire property. The CC is a measure of a species specificity of habitat requirements, with a coefficient of 0 indicating a plant tolerant of a wide range of conditions and 10 indicating a plant that has the most specific habitat requirements. Native plant species with higher CC values tend to be those that are restricted to higher quality natural areas. Those with a low CC value have a wider range of acceptable habitats and therefore could “grow anywhere”. Therefore, the higher the mCC the higher number of plant species that prefer high quality habitats. The mean CC value for all properties combined is 4.95. This is a good value for the mCC and indicates that Fletcher Creek has high ecological value.

FQI is a measure of vegetation quality and influence of human disturbance on the natural habitats surveyed. The FQI for all of the Beverly swamp properties is 73.25. This is a high value for FQI and indicates that there are high vegetation values within the Fletcher Creek.

.2 Breeding Birds

Five surveys were conducted for breeding birds throughout the Fletcher Creek property. Sixty-five species of birds were identified during these surveys. Historical surveys record 31 additional bird species on the Ecological Preserve. Current and historical surveys resulted in nine provincially and federally rare species, thirty-four locally uncommon and fifteen locally rare species. This includes both breeding birds and incidental species (those seen in non-breeding season or as fly-overs).

.3 Butterflies and Dragonflies

Species list for these taxa are considered historic and originate from the Natural Areas Inventory's completed over the last 20 years. The Toronto Entomologists' Association Butterfly Atlas was used along with the NAI data to produce a current list of butterflies for the area. A total of 72 butterflies have been recorded within FLAM-24, the natural area associated with Fletcher Creek. Two butterfly species are considered provincially rare with S ranks between S2 and S3 (20-80 populations in the province). This includes the federally



endangered Monarch Butterfly. Six butterflies are also considered locally rare within the City of Hamilton and an additional 20 are uncommon. A total of 102 dragonfly species were recorded within the FLAM-24, the natural area associated with Fletcher Creek. Of the 102-dragonfly species, 21 (20%) are considered provincially rare with an Srank of S2 or S3 (20-80 populations in the province). These and butterfly species need to be considered when trail or infrastructure upgrades are planned, in order to ensure their habitats are conserved.

.4 Herpetofauna and Mammals

Four species of frog and one species of toad were recorded during MMP point counts. Spring peepers, American toads and grey tree frogs were heard in full chorus during the surveys on this property. This means there were so many frogs calling that the calls could not be distinguished. None of these species heard are provincially or locally rare.

Snake species recorded included Eastern Garter Snake, Northern Watersnake and Milksnake. Snapping Turtles and Painted Turtles were recorded in various locations on the property as well. mammal observations include Eastern Chipmunk, Gray Squirrel, and Eastern Cottontail, Coyote, Red Squirrel and White-tailed Deer. Bats were also seen flying over the Gore Road pond on the east side of Fletcher Creek. These were not identified to species.



4.5 Aquatic Inventory

The Aquatic Inventory for Fletcher Creek is conducted as part of the HCA Aquatic Resource Monitoring Program. For Fletcher Creek this includes Electrofishing with a backpack electrofisher following HCA ARMP sampling protocol at one annual sampling site and two that are visited every three years. There are also a number of additional sites for which we have information which is included in this report. The HCA ARMP follows the Ontario Stream Assessment Protocol for electrofishing. A Halltech Model# HT-2000B electrofishing unit was used for single pass presence/absence surveys. The crew was made of two or three members, one using the electrofishing unit and one or two netters. Fish were placed in buckets with low densities of fish and kept in shady areas to ensure oxygen levels stayed high and avoid mortality. After collection fish were quickly counted, measured (lengths and weight) and identified before being released back into the stream. During processing one voucher photo was taken of each species collected.

Habitat features such as riparian cover, substrate, presence of invasive species and descriptions of in stream habitat (physical habitat) for fish were recorded. Station length, wetted width and hydraulic head were also recorded.

An Index of Biotic Integrity (IBI) was calculated for each site. This rates sites based on the fish community present from Poor to Very Good.

.1 Fletcher Creek: Station ID: FLE307-A2 (Annual)

This station is located on Fletcher Creek on the south side of Gore Rd, east of Lennon Rd. within the Fletcher Creek Ecological Preserve. It is a groundwater fed, cold water stream. The shoreline cover is dense with mixed trees and herbaceous groundcover, on the right bank looking downstream of the station is a cedar swamp. The substrate is mostly silt with root wads and logs within the stream providing good physical habitat for the fish present. This site is in the historic range of Redside Dace (*Clinostomus elongatus*), however none have been caught since the last record in 1995.

Eastern Blacknose Dace tends to be the dominant species at this site. This stream reach is Brook trout habitat and site scored an IBI of 36, a very high score for HCA sites surveyed, giving it a “Good” rating. This again highlights how ecologically important this area is to protect the highly valuable Brook Trout population for the entire watershed

.2 Fletcher Creek: Station ID: FLE308-C1

This station is located on the property at CON 10 PT LOTS 25 TO 27 RP;62R16586 PART 2 RP 62R5813; PART 3 RP 62R16443 PART 1. It is located south of the Maple Grove Campground on Gore Road. Specifically, it is downstream of the online pond that is there. The shoreline cover is dense with mixed trees and herbaceous groundcover and it is transitioning back to a treed swamp creek. The reach is heavily impacted by the pond upstream. The water control structure within the earthen mounds has failed in the past and the pond level is now maintained by a family of beaver who have constructed a beaver dam in its place. This property is covered by several agreements with the campground owner but HCA should none the less explore the idea of taking it offline to improve the watercourses health.

.3 Fletcher Creek: Station ID: FLE312-B2

This station is on Fletcher Creek downstream of culvert on Regional Rd 97 and has in the past received stream rehabilitation efforts. The shoreline of this site was dominated by coniferous trees and a patch of *Phragmites australis australis* near the culvert. The substrate was mostly cobble and gravel with lots of woody debris providing good physical habitat for the fish species present. This site is in the historic range of Redside dace (*Clinostomus 31longates*), however none were found.



the

Eastern Blacknose Dace tends to be a dominant species collected and Brook Trout are caught in some years as well. This site scored an IBI of 24, giving it a “Fair” rating. This fair rating probably indicates the need to revisit some of the restoration efforts to further improve the reach health for the Brook Trout

Table 3: Fish Species of Fletcher Creek Ecological Preserve

COMMON NAME	SCIENTIFIC NAME	LOCATION
Blacknose Dace	<i>Rhinichthys atratulus</i>	FLE307-A2, FLE308-C1, FLE312-B2
Blacknose Shiner	<i>Notropis heterolepis</i>	FLE312-B2
Bluntnose Minnow	<i>Pimephales notatus</i>	FLE307-A2, FLE308-C1, FLE312-B2
Brook Stickleback	<i>Culaea inconstans</i>	FLE307-A2, FLE308-C1, FLE312-B2
Brook Trout	<i>Salvelinus fontinalis</i>	FLE307-A2, FLE308-C1, FLE312-B2
Central Mudminnow	<i>Umbra limi</i>	FLE307-A2, FLE308-C1, FLE312-B2
Common Shiner	<i>Luxilus cornutus</i>	FLE312-B2
Creek Chub	<i>Semotilus atromaculatus</i>	FLE307-A2, FLE308-C1, FLE312-B2
Fathead Minnow	<i>Pimephales promelas</i>	FLE308-C1, FLE312-B2
Finescale Dace	<i>Phoxinus neogaeus</i>	FLE312-B2
Golden Shiner	<i>Notemigonus crysoleucas</i>	FLE312-B2
Green Sunfish	<i>Lepomis cyanellus</i>	FLE308-C1
Johnny Darter	<i>Etheostoma nigrum</i>	FLE308-C1, FLE312-B2
Largemouth Bass	<i>Micropterus salmoides</i>	FLE308-C1
Longnose Dace	<i>Rhinichthys cataractae</i>	FLE312-B2
Mottled Sculpin	<i>Cottus bairdi</i>	FLE307-A2, FLE308-C1, FLE312-B2
Northern Hog Sucker	<i>Hypentelium nigricans</i>	FLE307-A2, FLE308-C1
Northern Pike	<i>Esox lucius</i>	FLE308-C1, FLE312-B2
Northern Redbelly Dace	<i>Phoxinus eos</i>	FLE307-A2, FLE308-C1, FLE312-B2
Pearl Dace	<i>Margariscus margarita</i>	FLE312-B2
Pumpkinseed	<i>Lepomis gibbosus</i>	FLE307-A2
Redside Dace	<i>Clinostomus elongatus</i>	FLE307-A2 (last record 1995)
Spottail Shiner	<i>Notropis hudsonius</i>	FLE307-A2, FLE312-B2
White Sucker	<i>Catostomus commersoni</i>	FLE307-A2, FLE308-C1, FLE312-B2
Yellow Perch	<i>Perca flavescens</i>	FLE307-A2



5.0 CONSERVATION AREA MANAGEMENT

5.1 Land Management

Land management planning will be accomplished through adherence to the guidelines of the management zones noted in this plan, and through additional resource management plans developed by HCA as necessary. The overall intent will be to ensure protection and conservation of the significant natural areas noted as Nature Reserve (Wetland) and Natural Zones on Map 1. appended.

The ecological mapping and species data documented within this plan are provided as a baseline inventory to help guide future land management decisions and project planning. Where active management is required for a particular species, it will be accomplished through an HCA approved resource management strategy considering the guidelines outlined in this plan, and in accordance with policies of all governing agencies.



Additional non-native plant species will not be deliberately introduced into the conservation area. Introduction of any new plant species by HCA will consider the biodiversity of this site, historical data of species present in the area, research, and additional relevant species inventories and contiguous surroundings within an approved restoration and stewardship strategy. In this plan “non-native” means species not native to Ontario as well as species native to Ontario but not to Fletcher Creek. If established non-native plant species threaten natural heritage values, a program for their eradication will be developed subject to specific guidelines noted in the natural heritage inventory of this plan.

5.2 Significant Species

.1 Significant Flora

Of the plant species recorded on the subject lands through the 2018 field surveys, four plant species were found to be provincially rare (Side-oats Grama, Nodding Onion and Rough-stemmed Calico Aster) in all S2,20 or fewer location in the province. Lakeside Daisies were also recorded on site and it is provincially and globally ranked S3/G3, 80 or fewer occurrences in the province. All of these other than the Rough-stemmed Calico Aster are considered adventive at Fletcher Creek. They were introduced through experiments (alvar restoration) done on this property in the 1980's. These are now growing without assistance. Eight species are considered rare in the County of Wellington, Fragrant Sumac, Round-leaved Goldenrod,

Capillary Beakrush, Little Bluestem, Harebell, Marsh Horsetail, Bog Buckbean and Gay-wing Milkwort. These species mainly occur in the wetlands onsite or in the large open meadows.

2 Significant Fauna

Table 4 below lists the nine birds, one butterfly and one reptile federal and provincial species at risk recorded at Fletcher Creek. In addition to these there was also one more provincially rare butterfly and 21 provincially rare dragonflies with SRanks between S2 -S3 (20 – 80 populations in the province).

Table 4: Federal and Provincial Species at Risk

Common Name	Scientific Name	SARA status (Schedule 1) COSEWIC	ESA status (COSSARO)
Eastern Wood-Pewee	<i>Contopus virens</i>	SC	SC
Grasshopper Sparrow	<i>Ammodramus savannarum</i>	SC	SC
Wood Thrush	<i>Hylocichla mustelina</i>	THR	SC
Canada Warbler	<i>Cardellina canadensis</i>	THR	SC
Bank Swallow*	<i>Riparia riparia</i>	THR	THR
Barn Swallow*	<i>Hirundo rustica</i>	THR	THR
Bobolink*	<i>Dolichonyx oryzivorus</i>	THR	THR
Eastern Meadowlark*	<i>Sturnella magna</i>	THR	THR
Red-headed Woodpecker*	<i>Melanerpes erythrocephalus</i>	THR	SC
Snapping Turtle	<i>Chelydra serpentina</i>	SC	SC
Monarch Butterfly	<i>Danaus plexippus</i>	SC	SC

*NAI Record (prior to 2014)

Eastern Wood-pewee and Wood Thrush were recorded throughout the deciduous and mixed forests in Fletcher Creek. These species were also noted in the properties adjacent to 10 Concession and Lennon Road. The Grasshopper Sparrow was heard in the large open fields on the eastern side of the Fletcher Creek. The Canada Warbler was recorded on the narrow HCA property on Lennon Road. The other species noted above are historic records from the NAI and therefore their specific breeding locations are not known.



Snapping Turtles were noted throughout the properties and were often encountered just hiding in the muck of the wetlands or within shallow open ponds within the larger wetland complex. These turtles along with Painted Turtles were noted in the large wetland pond on the eastern side of Fletcher Creek in the pond at Gore Road. Both Monarch adults nectering on flowering plants and caterpillars feeding on milkweed plants were also observed incidentally in the open fields at Fletcher Creek.

5.3 Fish and Wildlife Management

Where applicable on the Fletcher Creek area properties, fisheries management will seek to maintain and enhance native, self-sustaining fish populations. Where applicable, waters may be closed to angling temporarily or permanently for fisheries or wildlife research or management purposes.

Currently, the voluntary catch and release policy for fish caught within Valens CA extends to these properties as well. This is specifically to protect the highly valuable Brook Trout population which for our entire watershed is restricted to this small northern area. For bait fish harvest these activities are strictly prohibited on HCA properties in the Fletcher Creek Ecological Preserve, with an exception for research or permitted use. (see Section 5.8).

For fishing bait currently, MNRF policies in regards to what bait is allowed to be used for fishing apply. The use of lead-sinkers is not allowed as well to protect the fishery and non-target species.

Wildlife, hunting and harvest are not permitted within the conservation area north of Gore Road to protect the populations and people, with an exception for Research (see Section 5.8). For lands south of Gore Road see the Upper Watershed Beverly Swamp Management Plan for more information.

For wildlife/human conflict HCA has developed the Hamilton Conservation Authority Wildlife Conflict Management Strategy. This strategy outlines the process and methods staff are to follow when dealing with any animal related issues within all conservation areas. This document was produced by the Hamilton Conservation Authority Wildlife Management Committee (WMC). The WMC was a special committee of the Hamilton Conservation Authority (HCA) that was established in May 2014 based on HCA staff recommendation and at the direction of the HCA Board of Directors. The purpose of the WMC was to develop best management protocols and practices for the management of wildlife on HCA lands.

If already established non-native species threaten the conservation area values, a program for their eradication may be developed if feasible and practical. Missing native species may be re-introduced, and existing populations replenished if feasible and acceptable to HCA.

5.4 Cultural Heritage

Cultural heritage features, such as historic remnants of the farming and quarry operation

worthy of interpretation, will be protected from incompatible development in the conservation area.

Incompatible resource uses and recreational activities will be restricted or prohibited where necessary to protect cultural heritage resources.

Archaeological and historical artifacts may only be removed, and heritage landscapes altered, as part of an HCA approved cultural heritage research or management plan.

Archaeological studies have not been completed at Fletcher Creek. Further historic research and archaeological study is encouraged. Management strategies for any archaeological sites found in the future may range from allowing the sites to remain without interference, to research, excavation, and rehabilitation. Protection and management will be undertaken in consultation with all governing agencies and first nations.

5.5 Agricultural

Three small fields are actively farmed under lease agreements with HCA. See appended maps for agricultural locations. HCA's long-term vision for active agricultural fields is to see the land revert back to natural area. Active management to remove invasive species, along with restoration planting to enhance these lands is recommended once farming stops. More detailed restoration plans will be required to implement restoration of these lands. HCA will consider restoration strategies when evaluating agricultural lease renewals.

5.6 Managed Forest

Forest plantations will be managed in accordance with the MNRF approved forestry management plan for Fletcher Creek. The majority of Fletcher Creek conifer forests are registered under the Managed Forest Plan. The long-term objective of this plan is to have a healthy forest. Invasive species management and restoration projects to help naturalize these areas will also be required to help support this objective. See *Appendix 3* for more information.



5.7 Conservation Area Operations

The HCA will review the operation plan for these lands. HCA will provide staff with information and resources as required to operate the conservation area on a day to day basis. This will include specific direction for the management and operation of all facilities and activities and address such topics as budgets, staffing, maintenance, enforcement and emergency services. The operation plan will be reviewed annually and updated as required.

Self-serve facilities may be developed, and individual volunteers and partner organizations may be involved in conservation area programs as approved by the HCA.

The HCA has the right to suspend operations of any facilities or services due to funding limitations, but in so doing will ensure that heritage values are not impaired and customer service standards are affected as little as possible.

New business practices may be introduced into the conservation area operations in accordance with HCA policy such as:

- Improving operating efficiency and controlling costs.
- Contracting out some operating functions.
- Improving customer service standards.

5.8 Research

All of HCA's properties, provides an opportunity for living laboratories. HCA ecologists monitor the health of lands using established protocols. They can also develop special research programs to answer resource related questions as needed. Included below are a few potential projects that were identified while writing this plan:

- Research the extent of the Brook Trout Reach within Fletchers Creek and if there are opportunities for expansion.
- Brook Trout spawning habitat locations should be explored and mapped so they can be protected.
- Research if there is an impact from sport fishing on the Brook Trout Fishery.
- Outside research by qualified individuals that contributes to the knowledge of natural and cultural history and environmental and recreational management will be encouraged by HCA staff.
- Additional watercourse reaches and springs were identified by terrestrial staff during their surveys for this Management Plan. These should be delineated by staff and added to our mapping.



All research projects will require authorization from HCA. Authorization is obtained by contacting the staff ecologists who administer the process and issue letters of permission. This process would also extend to any other activities that could impact the ecological integrity of these lands.

6.0 MANAGEMENT PRACTICES

6.1 Natural Heritage Conservation

.1 SWH and Area Sensitive Species

The significant Wildlife Habitat Technical manual (OMNR 2000) along with the Eco regional criteria tables for ecoregion 6E (OMNR 2015) were used to determine and define significant wildlife habitat (SWH) on the Fletcher Creek Ecological Preserve. Significant wildlife habitat includes broad categories of habitats for flora and fauna. SWH has been identified under the provincial policy statement for Ontario. No new development is allowed within identified portions of significant wildlife habitat unless there will be no negative impact to the form and function of this habitat type. The broad categories for significant wildlife habitat include seasonal concentration areas of animals, rare vegetation communities or specialized habitat for wildlife, habitats for species of conservation concern and animal movement corridors.

Seasonal concentration areas of animals are areas where wildlife species occur annually in aggregations (groups) at certain times of the year (MNR 2015). This can include single species concentrations or aggregations of multiple species.

The open wetland/pond the south east corner of the Fletcher Creek has both Snapping Turtles and Midland Painted Turtles (more than 11 individuals) These turtles were noted throughout the field season basking in this pond. Therefore, this pond is considered a Turtle Wintering Area. Generally wintering areas are contained within a turtle's core habitat and consists of soft mud substrates where the water is deep enough not to freeze.



Rare vegetation communities often contain rare flora and fauna that are specific to the habitat features within these rare communities. These vegetation communities are ranked in a similar fashion to provincially rare species. Although it cannot be designated SWH because it was created at Fletcher Creek, there is small alvar community in the quarry bottom. Research was completed in this location in the 1980's to test if quarry floors could be restored into Alvars, a rare vegetation community in Ontario. Many different alvar associated species were planted south of the quarry. Some of these species survived and have become adventive at Fletcher Creek. It is a unique ecosystem and should be conserved and managed as such.

Specialized habitat for wildlife can become fragmented and reduced in size due to development. Many species need specific habitats for successful breeding. The following four specialized habitats for wildlife were recorded, Seeps and Springs, Significant Breeding Habitat for Amphibians, Area-sensitive Bird Breeding Habitat and Shrub/Early Successional Bird Breeding habitat. Springs were noted at three locations in the Fletcher Creek. Springs are important for wildlife, especially in winter and often support important feeding and drinking areas. They are also typically the headwaters for cold water streams. The majority of wetland pockets other than the central quarry pond (north east corner) would qualify as significant breeding habitat for amphibians. These wetlands had populations of a variety of amphibian species with moderate to strong call codes, meaning 10 – 30+ individuals. The wooded wetlands on both sides of Concession Road 7 at Fletcher Creek also fall within the category of Area-Sensitive Bird Breeding Habitat. Veery, Blue-headed Vireo, Black-throated Green Warbler, Ovenbird, Scarlet Tanager and Canada Warbler were recorded during breeding bird surveys throughout these habitat types. The shrub thickets on the eastern side of the Fletcher Creek breeding Brown Thrasher were recorded along with breeding pairs of Field Sparrows, Black-billed Cuckoos, Eastern Towhee and Willow Flycatchers. This qualifies this area as significant Shrub/Early Successional Bird Breeding Habitat. Finally, Fletcher Creek would also be Significant Habitat for Special Concern and Rare Wildlife Species. These are species that are rare in Ontario but not listed under the provincial Endangered Species Act. This is due to the diversity of Striped Dragonfly species as well as the provincially rare plant and butterfly species recorded.

.2 Invasive Species

Although the Fletcher Creek has a diversity of native habitats and is well removed from the urban environment HCA field staff found a variety of invasive species on these properties. These include Glossy Buckthorn, Common Buckthorn, Phragmites, Knapweed sp. Dog-strangling vine and Blue sedge (*Carex flacca*).

.1 Glossy and Common Buckthorn

Glossy Buckthorn is a member of the buckthorn family that grows in wetlands and in moist woods. This is a non-native tree species introduced from Eurasia about 100 years ago (NCC 2019). This species forms dense thickets that shade out native species. Field staff did not find large thickets of Glossy Buckthorn, rather it was scattered throughout the majority of wetland polygons that were surveyed. They produce a dark berry that ripens in late summer and is eaten by birds. The birds disperse the seeds. It is very invasive due to its high seed production and tolerance for varied growing conditions. It will be important to begin the removal process for this species. It tends to be a weak plant and is easily pulled. A high priority is the restored fen within the old quarry. Small areas of Glossy Buckthorn are developing which are small and easily removed by hand. A second priority is within the fen community on the west side of Concession Road 7 where there is a scattered occurrence of this species. These habitats are rare within the Fletcher Creek and the HCA watershed and this species should be removed to conserve the biodiversity of this area.

Common Buckthorn is a small tree or shrub that was introduced to Ontario from Eurasia. It was widely planted in farm hedgerows and fencerows as a wind break. It can survive in a wide range of conditions making it very good at invading a variety of habitats (Invading species centre 2019). Birds and small mammals feed on the berries of this plant and have spread it across Fletcher Creek. Field staff found this species on drier hummocks in the wetland communities and in the forest and meadow communities we surveyed. Fruiting female plants should be targeted for pulling or herbicide treatment. These are scattered throughout the Fletcher Creek. Efforts should target the old field complex off of Concession Road 7 and within old quarry production areas. The quarry areas are highly prone to invasion due to the distributed nature of this particular polygon.

.2 Phragmites

This species of common reed from Eurasia is a perennial grass. It is not clear how it was transported to North America. It is an aggressive plant that spreads quickly and out competes other native species in wetland habitats. It forms large monocultures that decrease plant biodiversity and create poor habitat for wildlife.

Small patches of this species were found at Fletcher Creek. These patches were disturbed on both the eastern and western parcels of this property. Some locations are along creek corridors far back from the road. The restored quarry area has a large population growing in the quarry ponds. A small patch also occurs in one of the fen communities. Field staff encountered this species in areas that were far from roads and trails.

A strategy for the removal of this invasive species will need to be developed. Patches within the fen and the restored quarry should be priorities for removal as they are in sensitive habitats and easy to access. A plan will need to be created for patches within larger wetland areas that are more remote and difficult to access. Effective control strategies would likely include drowning of stems when water levels are high (June) or pesticide application in dry periods for these wetland communities (September/October). Continued monitoring of research in regards to control methods for this species will be important as many of the stands are in shallow water which is unsuitable for drowning (too shallow) or pesticide application (too wet).

.3 Black, Brown and Spotted knapweeds

Knapweeds were found along the trail edges at Fletcher Creek. Their main distribution was from the parking lot at Concession Road 7, where they grow along the trail until the cedar forest thickens along the trail edges. The access off Gore Road also has knapweeds along the trail edges until the old quarry site. The large meadow system within Fletcher Creek had an occasional occurrence of knapweed throughout the polygons.

This species was introduced to North America over 100 years ago in contaminated agricultural seed and soil in discarded ballast water. It spreads easily by seed. This species forms a tap root and can be controlled with cultivation to a depth of 18 cm or hand removal. Persistent hand removal (pulling or digging) can control this species if the upper 7.5 cm of

the crown portion of the plant are removed before it produces seeds. A targeted mowing in early august could prevent seed production and keep the knapweed from spreading further. This species could be removed from these properties with a combined effort of mowing and hand pulling in early august.

.4 Dog-strangling Vine

This species is a member of the milkweed family. It was introduced from Eastern Europe about 120 years ago with European settlers. It is a prolific seeder and produces light seeds with a feathery parachute that makes wind dispersal easy. It twines around plants and can become a thick dense mat of plants that smother other species. Monarch butterflies mistake this plant for milkweed and deposit their eggs on them, which when they hatch starve. There was only a small patch of this plant found at Fletcher Creek along the rail line in an open field on the eastern edge of the property.

.5 Blue Sedge (*Carex Flacca*)

Blue Sedge was found throughout Fletcher Creek in the gaps in the dry cedar forests and in the old field meadow communities. This species has the ability to be the dominant ground cover and in some areas is the only ground cover species. It is a horticultural plant sold mainly in nursery environments and is promoted as a species that can grow in a wide variety of habitats. There is no literature on this plant species control. Staff may need to experiment with different control methods as this species is contributing to a reduction in biodiversity of the Fletcher Creek and may become the dominant plant in many communities if left uncontrolled.

.3 Natural Area Restoration Recommendations

The existing natural habitat features within the Fletcher Creek parcels have been evaluated for restoration opportunities and invasive species removals. Restoration in certain parts of the site can assist with buffering the natural habitats of the conservation area, with the impacts of visitor use.

Priorities for natural areas restoration and invasive species removal in this Management Plan are as follows:

1. The far eastern cultural meadow has a few Dog-strangling Vine plants. This is an aggressive invasive species that seems to have been introduced along the railway corridor. Removal of this species should be a high priority. It is an ecological threat to all vegetation communities at Fletcher Creek. There are also a few DSV plants on the HCA property adjacent to Maple Grove campground. These should also have a high priority for control.
2. The restored fen and research alvar are a complex of communities on the eastern side of Fletcher Creek. This area should be a target for invasive species removals including Phragmites, Glossy Buckthorn and Knapweed. All of these species are just starting to impact the ecology of these features.

3. The small natural fen community located south of the rail tracks on the western side of Fletcher Creek also has Phragmites. This stand is currently small and chemical removal should be considered in the next few years.
4. Blue Sedge and Knapweeds are currently reducing the biodiversity of the large open meadows at Fletcher Creek. These are habitat for a wide variety of bird species and Significant Wildlife Habitat for shrub bird species. Focus for this work should be on the main trail into the preserve. Hand pulling of these species maybe able to achieve control. Mowing should also be focused during late July to reduce seed dispersal of these species. Cutting before these species go to seed will reduce their spread.
5. The fen and wetland communities that occur west of Concession Road 7 contain high biodiversity. Removal of Glossy Buckthorn and the small patched of Phragmites from these areas should be a priority. The Glossy Buckthorn is widely distributed and this removal maybe difficult.
6. Glossy Buckthorn and Phragmites should be controlled along the roadside of the Lennon road parcel. This parcel contains breeding pairs of Canada Warblers, a species at risk bird.
7. Planting of the current agricultural fields under lease in this management plan should be considered to add connectivity to the landscape and enhance the biodiversity.
8. Non-native fish should be removed from the pond in the gravel pit north of the train tracks on the east side of Concession Road 7.

6.2 Water Management

HCA will continue to maintain and enhance the natural movement of water through this landscape with priority for maintaining the coldwater nature of the watercourses. No reservoirs or bedrock extraction will be permitted on HCA Land.

6.3 Conservation Area Experience

The HCA controls access to this conservation area, and may enforce the collection of entrance fees from visitors. Day use parking spaces are provided on a first come, first serve basis and visitors may be restricted from entering the conservation area when the parking areas are full. When off site parking at the conservation area is determined to be causing traffic and safety issues, HCA will enlist the assistance of municipal agencies for traffic control. Traffic control will be evaluated on a case by case basis by all agencies involved, should this be a persistent problem HCA will work with municipal partners on traffic and visitor management strategies and solutions.

Recreational activities are monitored by HCA and activities may be restricted or prohibited to protect the property, natural resources, and for public safety.

The following recreational activities are currently permitted in the conservation area:

- Hiking
- Cycling
- Winter Snowshoeing
- Cross Country Skiing
- Geocaching

To protect the resource and provide a safe recreational experience for all visitors, the following motorized recreational activities will not be permitted in the conservation area:

- All-terrain vehicle
- Motor bikes
- Snowmobiling
- Unmanned Aerial Vehicle (Drones)



Approved research activities may be exempt from these restrictions, see section 5.8

6.4 Education and Environmental Awareness

Education in the conservation area is intended to develop visitors' awareness and appreciation of Ontario's natural and cultural heritage, fostering a commitment to protect that heritage for all generations. Education opportunities are meant to be educational and recreational, formal and informal, and accessible to all. Information, education, and outdoor recreation are the three main components of education in the conservation area. The level of service provided at Fletcher Creek will be determined by its significance and visitation.

6.5 Public Infrastructure – Utilities, Trails and Transportation

Public infrastructure such as utility corridors (watermains, storm and sanitary sewers, natural gas or oil pipelines, hydro and communication corridors), trails (footpaths, boardwalks) and transportation links may cross conservation area lands. These uses may also have associated rights-of-way, land use agreements, licenses of occupation, permits etc. that are to be considered in the management of the conservation area and when implementing items from this management plan.

When new public infrastructure projects are proposed within conservation area owned lands, such uses will be subject, but not limited to, the following criteria:

- The need for the project, area of construction disturbance, and potential site disruption such as soil erosion, flooding, and vegetation loss.
- To maintain or where possible improve or restore key ecological linkages, habitat, and wildlife movement corridors.
- The potential public benefits of the project for research, education, or recreation in the conservation area.

HCA may require detailed environmental assessments, studies, and resource management plans in order to support such land uses.

6.6 Management Guidelines

.1 Permitted Uses

In addition to Section 6.3, passive recreation activities such as walking, walking with dogs on leash, hiking, and bicycling are permitted on designated trails..

.2 Restricted Uses

Public swimming is not permitted, with the exception of HCA approved educational and recreational programs and agreements. The use of motorized vehicles, with the exception of maintenance and emergency vehicles, is not permitted on the trails. No open fires or camping are permitted. Hunting and trapping are not permitted.

.3 Agreements

The HCA may enter into management agreements to assist with specific management items in the conservation area. HCA values the community support from area residents and landowners, businesses, service clubs, and volunteer organizations that currently or could contribute in a variety of ways. The HCA will continue to nurture existing support and will seek out new opportunities for partnership. Current support provided by the Hamilton Naturalists' Club is appreciated and welcomed.

6.7 Maintenance Guidelines

.1 Vegetation Clearing

The existing trails are intended to have a clearing width of 2.4m. Vegetation is to be removed within this clearing width as necessary to ensure safe sight lines, reduce hazards, and prevent encroachment of vegetation onto the trail. Any vegetation clearing beyond this

should only be done on a site-specific basis subject to review by HCA. Best management practices are to be followed so that maintenance activities, equipment, and tools do not spread invasive species.

Vegetation may be mowed by HCA staff along the conservation area boundary, but only to the extent where this would assist in clearer boundary identification. Mowing may also be done in the conservation area, where warranted, to assist in the control of invasive species.



Trees and brush may be cut and pruned only to enable resource management as supported by this plan, to ensure public safety, and service easements (utility corridors) subject to specific service agreements. Trees and brush cut in nature reserve and natural zones noted in this plan, will be left to deteriorate naturally as close as possible to where they have been felled, or if that is not feasible, may be chipped and used (not on the trails) in the conservation area.

Chemical fertilizers, herbicides, pesticides and suppressants will not be used for any vegetation management purpose except: insect and disease control under conditions set out in this plan; eradication of non-native species where it has been demonstrated other methods are not feasible; and for control of Poison Ivy in access and development zones noted in this plan.

.2 Fencing

Boundary fencing will be maintained by HCA, along with appropriate signage, to mark the boundary of this conservation area. Additional fencing within the conservation area may be considered to protect sensitive ecological areas from public access, for research purposes, or for public safety.

.3 Lighting

The site will not be lit and is intended to only be open sunrise to sunset.

.4 Garbage Collection

Garbage cans will not be provided. Trail users will be expected to practice “pack in-pack out” trail etiquette.

.5 Washrooms

No washrooms are currently provided in this conservation area. Portable washrooms are permitted in the access and development zones noted in this plan.

.6 Winter Maintenance

There will be no snow removal along the trail.

.7 Signage

Five types of signs are permitted in the conservation area: information, designation/direction, regulatory, warning, and interpretive. All signs are to follow HCA's sign standards.

Information signs are intended to provide general information about the conservation area and educational information on the site features and history of the area. Interpretive signs are one example of this type of signage.

Designation/direction signs are for wayfinding and may include maps for orientation. These signs are to be placed at the main entrance, trail head and trail nodes. Entrance signs, map boards, and trail post markers are some examples of this type of signage.

Regulatory signs are to be placed at roads. Warning signs will be placed where there are anticipated safety concerns.



7.0 SUMMARY

7.1 Implementation Priorities

Fletcher Creek is a unique natural area with environmentally sensitive lands. The overall intent of this management plan is to ensure protection and conservation of the natural areas while managing passive day use recreation opportunities for nature appreciation.

Continued safe enjoyment of the property will require some capital work to be completed to replace aging infrastructure. The following items are recommended to be implemented in order of priority to achieve this goal:

.1 Environmental Management:

See Section 6.1.3 Natural Area Restoration for more information

.2 Site Infrastructure – Bridges and Boardwalks:

Conduct structural review and report on capital replacement and maintenance requirements for all bridges and boardwalks.

.3 Trail Maintenance:

Conduct maintenance inventory to assess annual requirements for trail clearing, surfacing and condition reviews. Provide design and maintenance recommendations to staff.

.4 Signage Replacements:

Information, designation/direction, regulatory, warning, and interpretive signs are to be replaced in priority sequence and to ensure public safety.



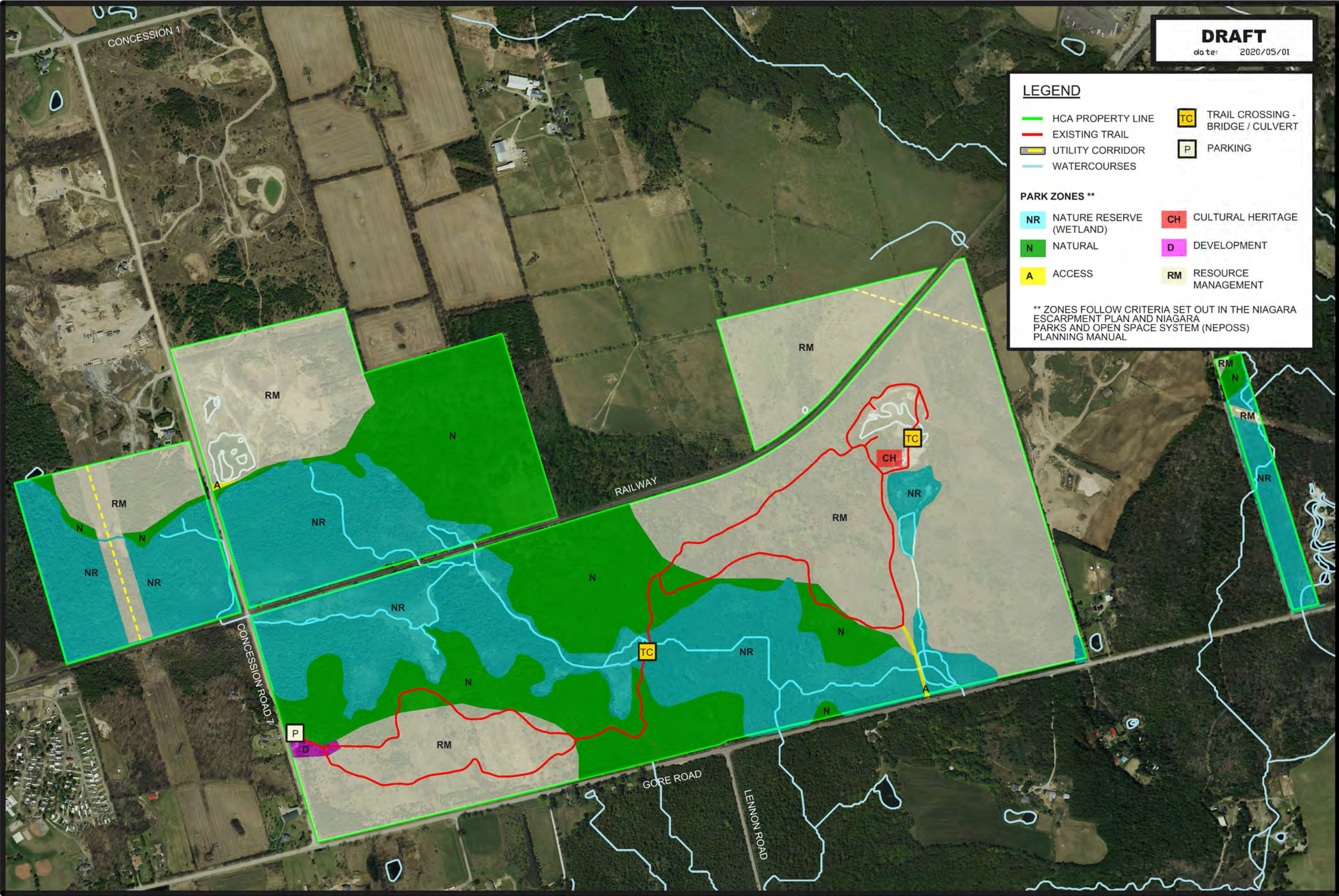
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APPENDIX 1

MAP 1	Management Plan Zone Map 1
MAP 2	Management Plan Zone Map 2
MAP 3	Ecological Land Classification
MAP 4	Ecological Land Classification



DRAFT
date: 2020/05/01



DATE: 2020/05/01

LEGEND

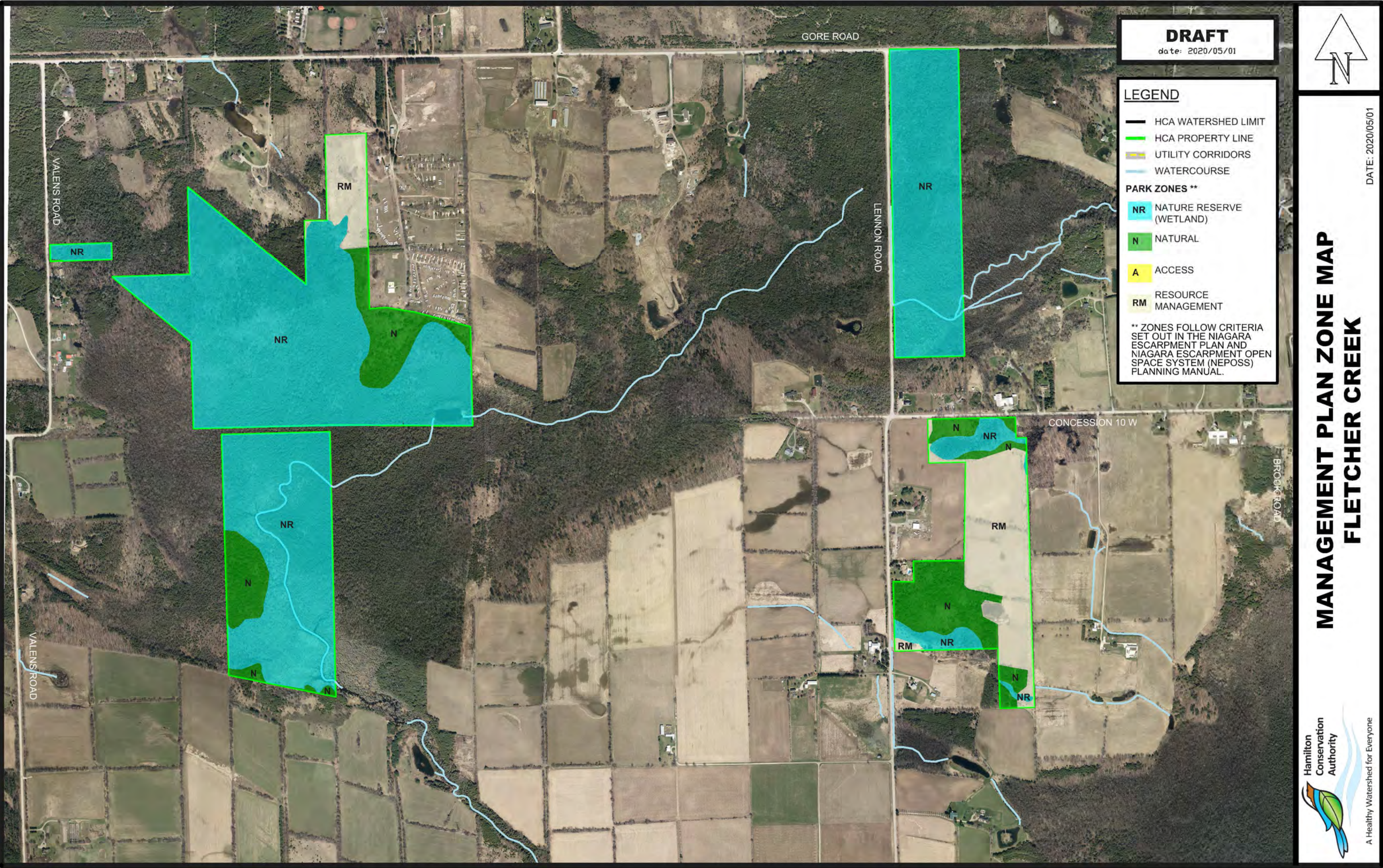
- HCA PROPERTY LINE
- EXISTING TRAIL
- UTILITY CORRIDOR
- WATERCOURSES
- TC TRAIL CROSSING - BRIDGE / CULVERT
- P PARKING

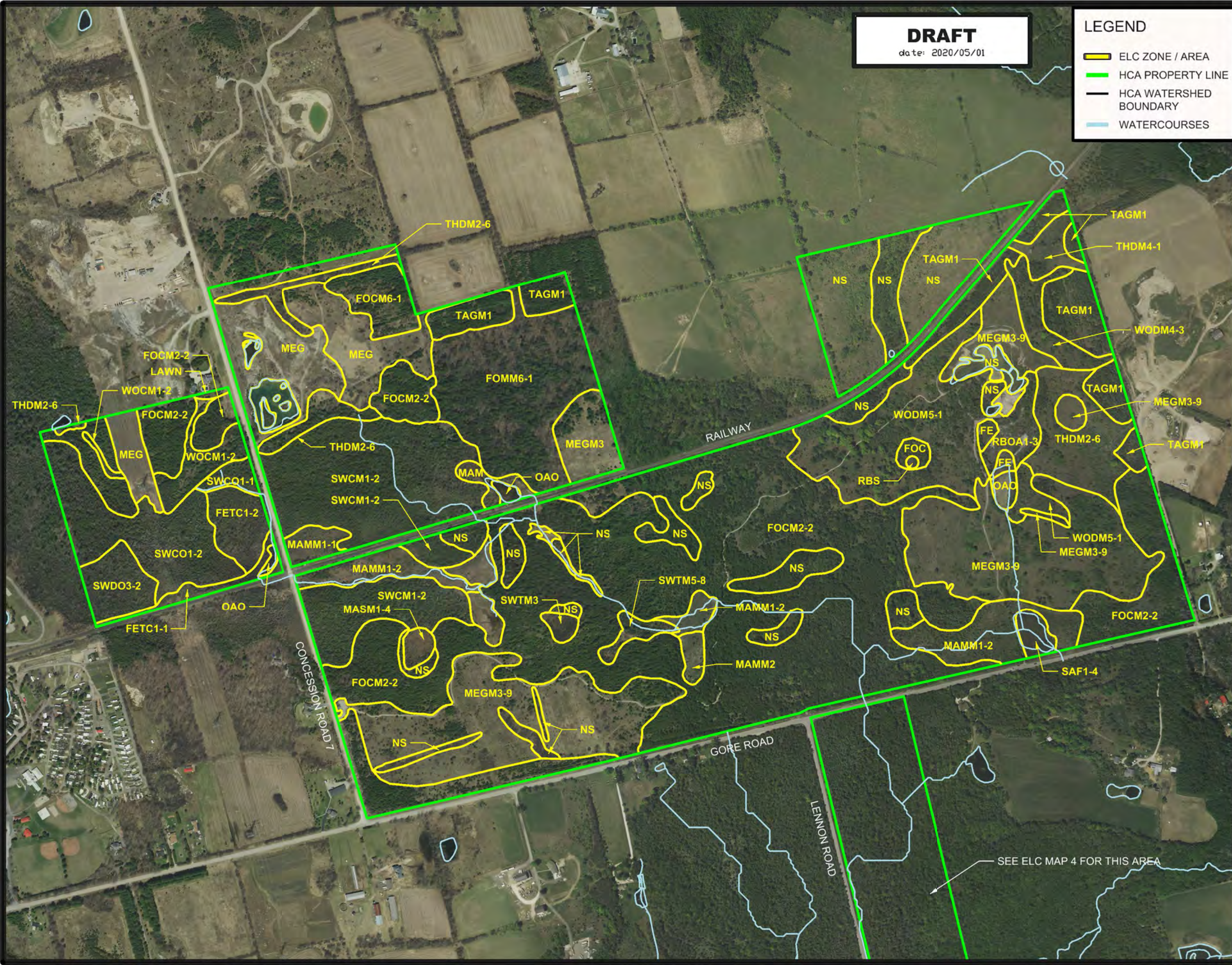
PARK ZONES **

- NR NATURE RESERVE (WETLAND)
- N NATURAL
- A ACCESS
- CH CULTURAL HERITAGE
- D DEVELOPMENT
- RM RESOURCE MANAGEMENT

** ZONES FOLLOW CRITERIA SET OUT IN THE NIAGARA ESCARPMENT PLAN AND NIAGARA PARKS AND OPEN SPACE SYSTEM (NEPOSS) PLANNING MANUAL

**MANAGEMENT PLAN ZONE MAP
FLETCHER CREEK**





DRAFT
date: 2020/05/01

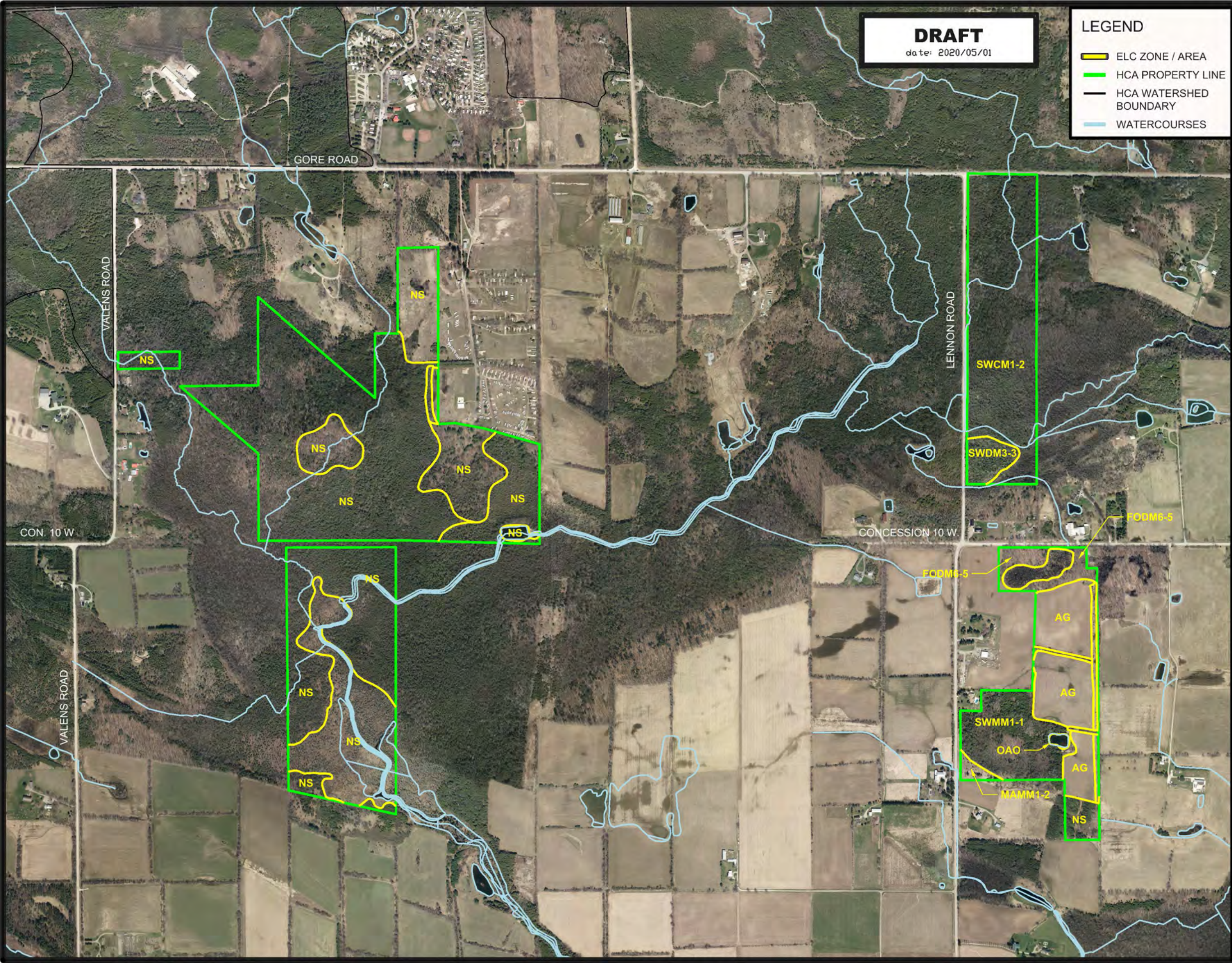
- LEGEND**
- ELC ZONE / AREA
 - HCA PROPERTY LINE
 - HCA WATERSHED BOUNDARY
 - WATERCOURSES

- ECOLOGICAL LAND CLASSIFICATION:**
- FOCM2-2** DRY-FRESH WHITE CEDAR CONIFEROUS FOREST
 - FODM6-5** FRESH-MOIST SUGAR MAPLE HARDWOOD DECIDUOUS FOREST
 - FOMM6-1** FRESH-MOIST SUGAR MAPLE-HEMLOCK MIXED FOREST
 - MEG** GRAMINOID MEADOW SERIES
 - MEMG3** DRY-FRESH GRAMINOID MEADOW
 - MEGM3-9** CAREX FLACCA GRAMINOID MEADOW
 - WOCM1-2** DRY-FRESH WHITE CEDAR CONIFEROUS WOODLAND TYPE
 - WODM4-3** DRY-FRESH SUGAR MAPLE DECIDUOUS WOODLAND
 - WODM5-1** FRESH-MOIST POPLAR DECIDUOUS WOODLAND
 - SWCO1-1** WHITE CEDAR ORGANIC CONIFEROUS SWAMP
 - SWCO1-2** WHITE CEDAR - CONIFER ORGANIC CONIFEROUS SWAMP
 - SWCM1-2** WHITE CEDAR - CONIFER MINERAL CONIFEROUS SWAMP
 - SWDO3-2** YELLOW BIRCH ORGANIC DECIDUOUS SWAMP
 - SWDM3-3** SWAMP MAPLE (FREEMAN'S) MINERAL DECIDUOUS SWAMP
 - SWMM1-1** WHITE CEDAR - HARDWOOD MINERAL MIXED SWAMP
 - SWTM3** WILLOW MINERAL DECIDUOUS THICKET SWAMP
 - SWTM5-8** NON-NATIVE MINERAL DECIDUOUS THICKET SWAMP
 - FETC1-1** TAMARACK TREED FEN
 - FETC1-2** TAMARACK - WHITE CEDAR TREED FEN
 - FE** FEN
 - FEOM1-1** BOG BUCKBEAN - SEDGE MIXED OPEN FEN
 - MAM** MEADOW MARSH
 - OAO** OPEN AQUATIC
 - MAMM1-2** CATTAIL GRAMINOID MINERAL MEADOW MARSH
 - MASM1-4** NARROW-LEAVED SEDGE MINERAL SHALLOW MARSH
 - FOCM6-1** DRY-FRESH WHITE PINE NATURALIZED CONIFEROUS PLANTATION
 - TAGM1** FINE MINERAL CONIFEROUS PLANTATION
 - THDM2-6** BUCKTHORN DECIDUOUS SHRUB THICKET
 - THDM4-1** NATIVE DECIDUOUS REGENERATION THICKET
 - SAF1-4** PONDWEED FLOATING-LEAVED SHALLOW AQUATIC
 - RBS** SHRUB ROCK BARREN
 - RBOA1-3** DRY-FRESH LITTLE BLUESTEM OPEN ALVAR MEADOW
 - NS** NOT SURVEYED

DATE: 2020/05/01

ECOLOGICAL LAND CLASSIFICATION MAP
FLETCHER CREEK

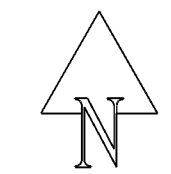
A Healthy Watershed for Everyone



LEGEND

- ELC ZONE / AREA
- HCA PROPERTY LINE
- HCA WATERSHED BOUNDARY
- WATERCOURSES

- ECOLOGICAL LAND CLASSIFICATION:**
- AG** AGRICULTURE
 - FODM6-5** FRESH-MOIST SUGAR MAPLE HARDWOOD DECIDUOUS FOREST
 - MAMM1-2** CATTAIL GRAMINOID MINERAL MEADOW MARSH
 - OAO** OPEN AQUATIC
 - SWCM1-2** WHITE CEDAR-CONIFER MINERAL CONIFEROUS SWAMP
 - SWDM3-3** SWAMP MAPLE (FREEMAN'S) MINERAL DECIDUOUS SWAMP
 - SWMM1-1** WHITE CEDAR - HARDWOOD MINERAL MIXED SWAMP
 - NS** NOT SURVEYED



DATE: 2020/05/01

**ECOLOGICAL LAND CLASSIFICATION MAP
FLETCHER CREEK**

APPENDIX 2

Capital Development Priorities

DRAFT - FLETCHER CREEK CAPITAL DEVELOPMENT PRIORITIES: 2020 - 2030**A. Conservation Area Improvements** ***Budget (M)**

- A1 Perimeter Fencing
- A2 Sensitive Habitat Protection Fencing
- A3 Bridges
- A4 Boardwalks
- A5 Trail Formalization
- A6 Parking Lot
- A7 Site Signage
- A8 Trail Head Kiosk
- A9 Interpretive Features (Benches, Signs)
- A10 Invasive Species Management
- **A11 Fisheries Management
- **A12 Natural Areas Restoration

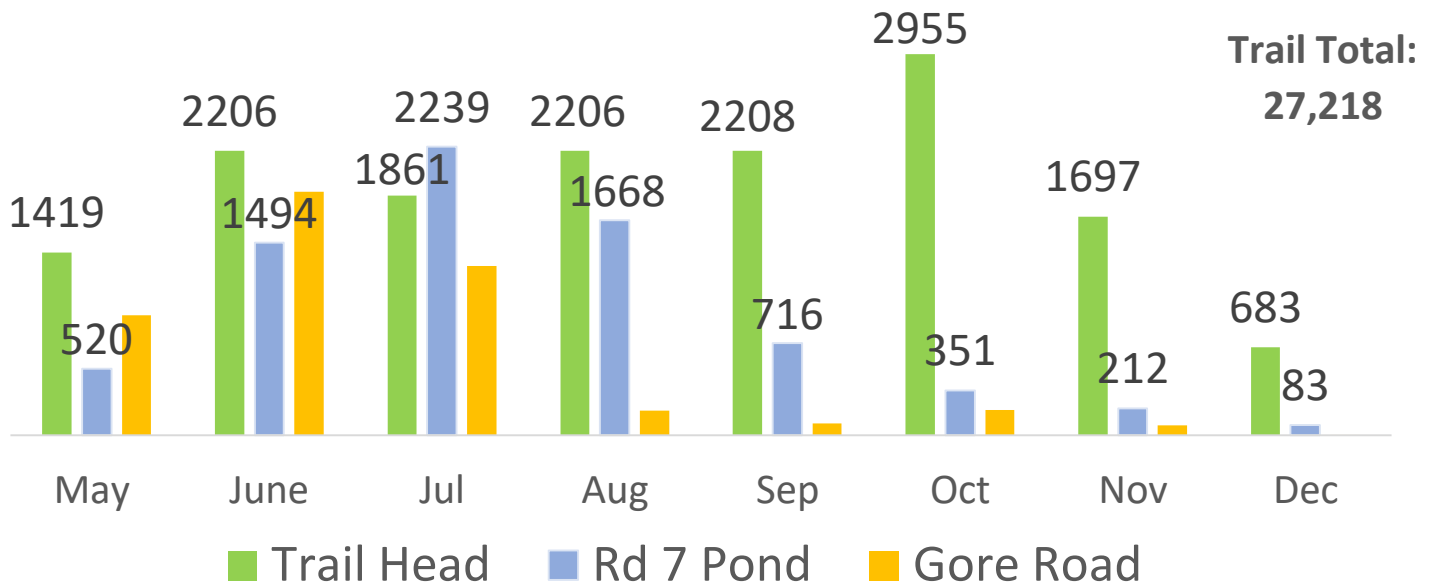
* Budget costs are in 2020 dollars, projects and budgets to be reviewed annually.

** Costs subject to ecological findings and recommendations.

APPENDIX 3

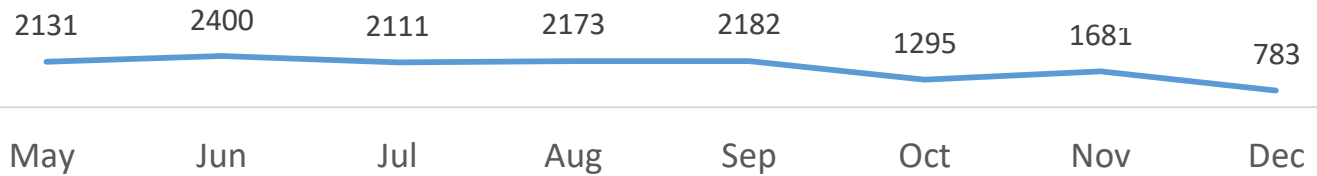
Trail and Vehicle Counter Data

Fletcher Creek Trail Counts

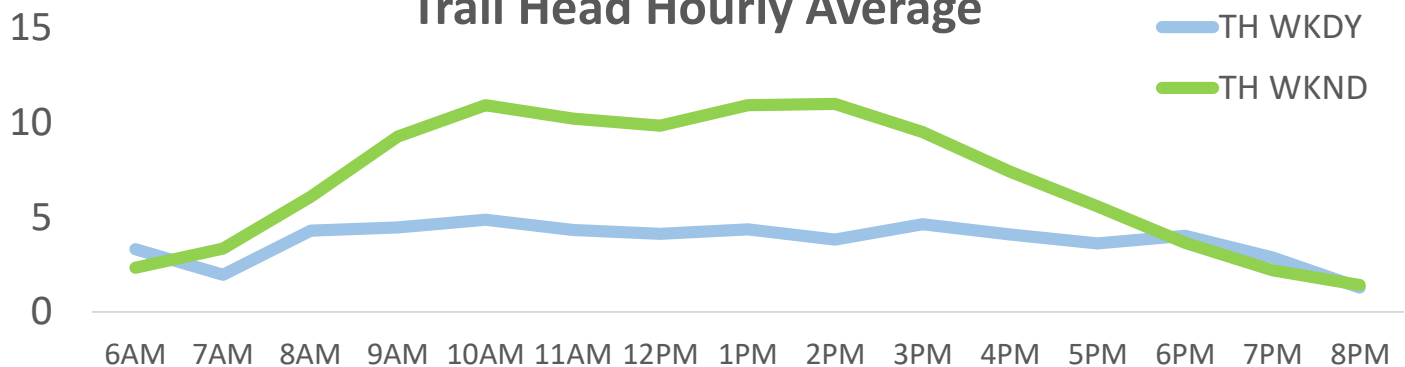


Fletcher Parking Lot Vehicle Counts

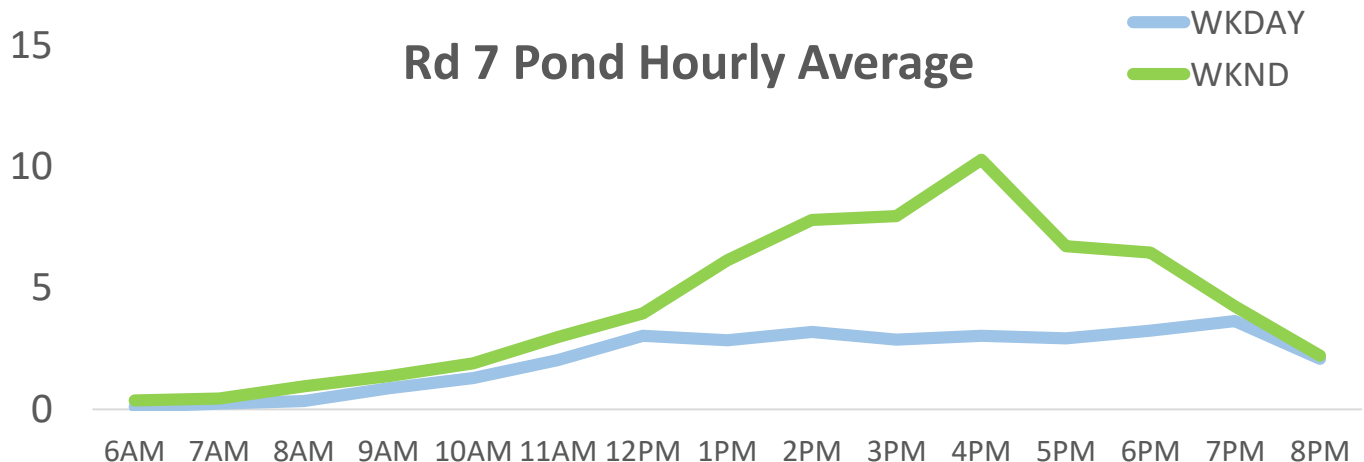
Vehicle Total: 15,610



Trail Head Hourly Average



Rd 7 Pond Hourly Average



APPENDIX 4

Managed Forest Plan Recommendations 2018-2027

6.8 Fletcher Creek Ecological Reserve

The Fletcher Creek Ecological Preserve is a unique natural area. An abandoned quarry at the site was rehabilitated, resulting in the creation of a rare type of wetland. Environmental improvements to the area resulting from the restoration are significant and include the expansion of a fen plant community — the rarest form of wetland in Ontario — creation of additional habitat for rare plants and animals already in the area, a new breeding area for leopard frogs, snakes, and a variety of small mammals, such as groundhogs, foxes and bats. A mix of coniferous and deciduous trees will create a canopy that, over time, will provide valuable shelter for wintering birds and mammals. The area contains a trail system and interpretive panels. *Source: <https://conservationhamilton.ca/passive-areas/>*

Managed Forest Summary

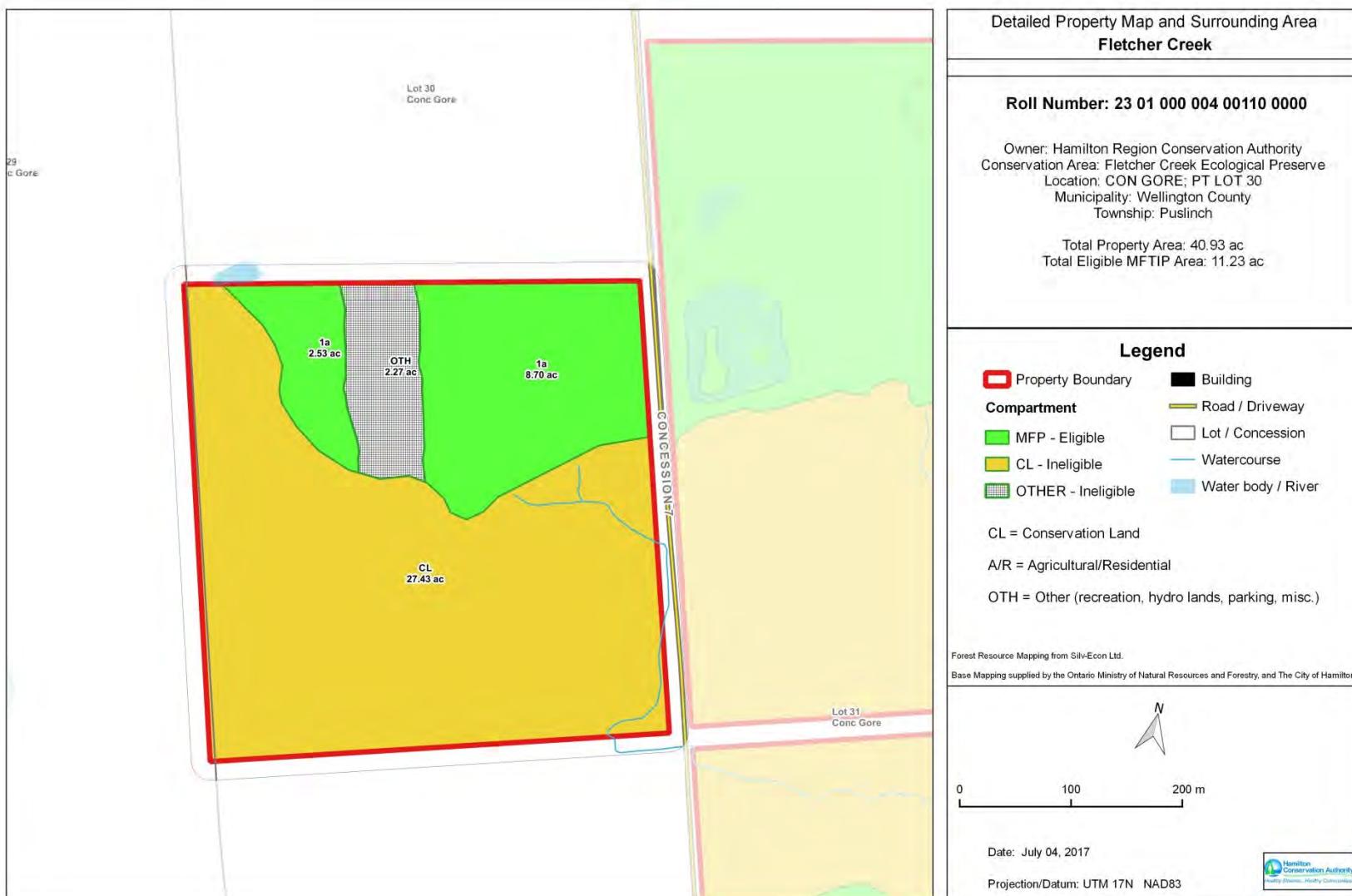
Roll Number (5-digit)	Forest Type 1	Area1 (ac)	Forest Type 2	Area2 (ac)	Forest Type 3	Area 3 (ac)	Forest Type 4	Area 4 (ac)	Forest Type 5	Area 5 (ac)	Total Area (ac)
01100	Conifer Plantation	11.23									11.23
00700	Conifer Plantation	34.46	Mixedwoods	24.24	Afforestation	0.25	Open	5.34	Pond	1.73	66.02
00400	Conifer Plantation	112.03	Upland Hardwoods	10.96	Cedar Mixedwoods	64.52	Afforestation	36.13	Open Pond	3.24 1.94	228.82

Other Vegetation Observed	Invasive Species Observed	Wildlife Habitat Features			
Honeysuckle Virginia creeper Wild red raspberry	European honeysuckle Buckthorn Manitoba maple	Snags	Cavities	Coarse Woody Debris	Mast Species
		Few	Non observed	Few	None observed

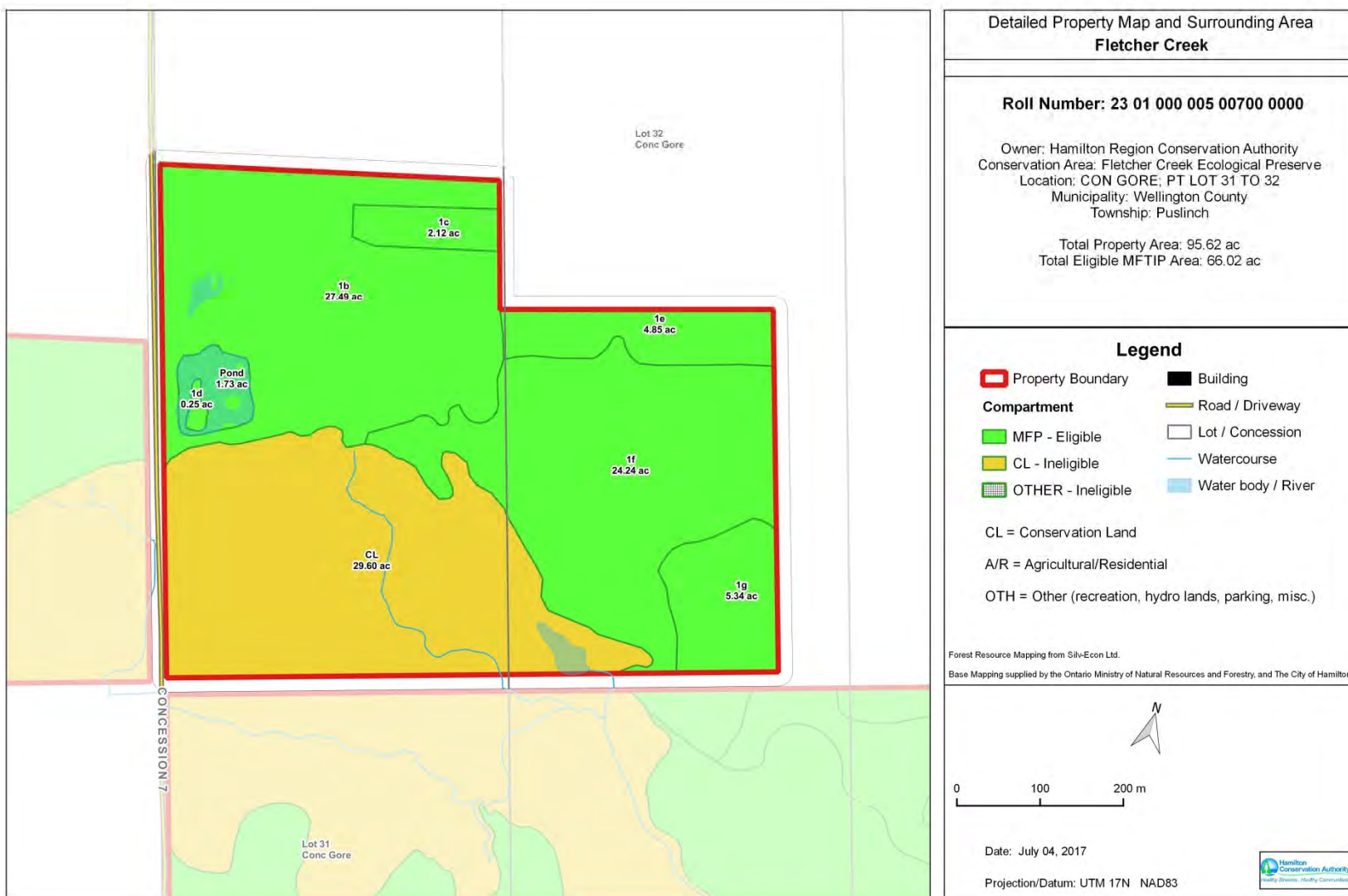
Forest Inventory										
			Trees ≥ 10 cm DBH						Regeneration (advanced > 1m)	
Comp	Area (ac)	Forest Type	Species Composition ¹	Age (yrs)	Height (m)	Avg. DBH ² (cm)	Density (stems/ha)	Basal Area ³ (m ² /ha)	Species Composition	Density (stems/ha)
1a (2)	11.23	Conifer Plantation	Pw6 Sw4	35	15	12	2212	38	none	0
1b	27.49	Conifer Plantation	Ce9 Ps1	10	17	6	322	7	Ce5 Ps2 Pw2	2000
1c	2.12	Conifer Plantation	Pw7 Sw2 Aw1	35	15	12	1734	32	Bt5 El5	2000
1d	0.25	Afforestation	Regenerating naturally or through planting to mixed species. Most common species are White cedar, Scots pine, Cherry sp., & Ash sp. Stand density > 400 stems/ ac based on visual observations.						Ce5 Po5	530
1e	4.85	Conifer Plantation	Pw3 Sw3 Ce2 Pr2 (Aw)	38	15	13	2322	39	Wn2 Pw2 Aw2 Mh2	2000
1f	24.24	Mixedwoods	He7 Mh2 (Ce Pw)1	80	46	29	299	50	Aw10	2000
1g	5.34	Open							Ps10	270
Pond	1.73	Pond								
1h	10.06	Afforestation	Ap10	20	14	5	130	2	Wi8 Po1 Aw1	730
1i	3.96	Upland Hardwoods	Po9 El1	40	29	26	411	28	Aw9 Po1	4000
1j	7.00	Upland Hardwoods	Aw10	15	12	6	177	2	Aw8 Po2	2000
1k	34.01	Cedar Mixedwoods	Ce9 (Aw Bw Mh)1	37	17	14	2203	48.7	Ce10	3333

Forest Inventory										
			Trees ≥ 10 cm DBH						Regeneration (advanced > 1m)	
Comp	Area (ac)	Forest Type	Species Composition ¹	Age (yrs)	Height (m)	Avg. DBH ² (cm)	Density (stems/ha)	Basal Area ³ (m ² /ha)	Species Composition	Density (stems/ha)
1l	15.15	Cedar Mixedwoods	Ps4 Ce3 Ap1 Mh1	12	16	8	454	9	Po8 Ps2	2500
1m	12.75	Conifer Plantation	Ps5 Ap2 Ce2	18	13	5	284	4	Ce7 Haw3	3000
1n	3.24	Open								
1o	0.41	Cedar Mixedwoods	Ce9 Bw1	30	14	13	2829	46	Ce10	6000
1p	77.29	Conifer Plantation	Sw4 Aw1 Cb1 Ce1 Pr1 Ps1 Pw1	18	14	9	412	6.7	Aw4 Cb4 Ap1 Ps1	2667
1q	1.81	Conifer Plantation	Ps8 Pw2	20	15	8	445	8	Ps10	3000
1r	14.40	Afforestation	Po6 Ps4	25	16	14	802	16	Bt4 Ps4 Ce2	5000
1s	9.68	Conifer Plantation	Pw7 Sw3	60	26	16	219	12	none	0
1t	10.50	Conifer Plantation	Pw6 Mh4	50	39	10	84	10	Aw5 lw5	2000
1u	11.67	Afforestation		15					Pw5 Ce2 Cb2 Bt1	2350
1v	14.95	Cedar Mixedwoods	Ce9 Pw1	30	16	11	1604	32	Ce10	7000
Pond	1.94	Pond								

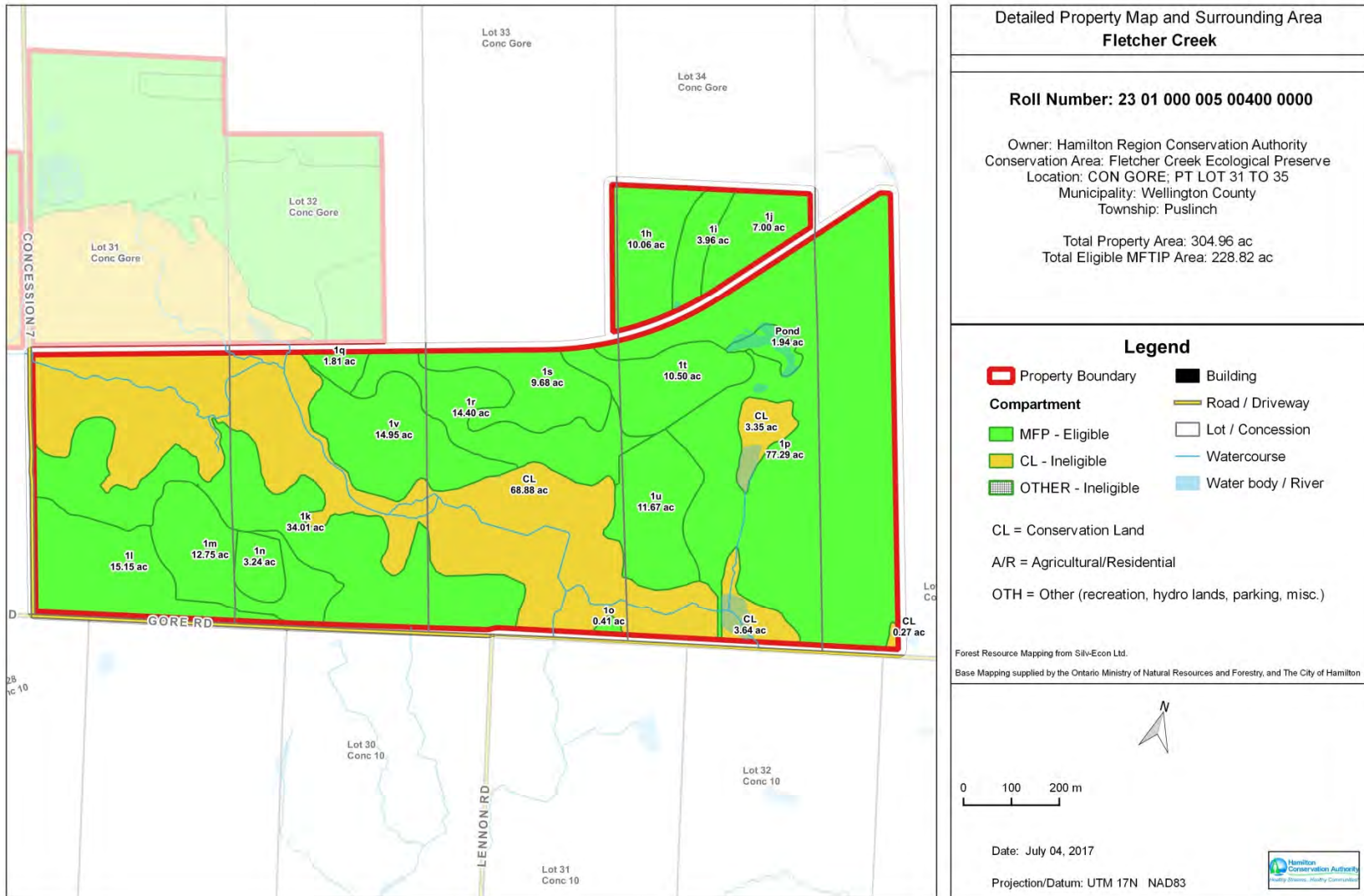
Detailed Property Maps



HAMILTON CONSERVATION AUTHORITY MANAGED FOREST PLAN



HAMILTON CONSERVATION AUTHORITY MANAGED FOREST PLAN



Forest Inventory										
Comp	Area (ac)	Forest Type	Trees ≥ 10 cm DBH						Regeneration (advanced > 1m)	
			Species Composition ¹	Age (yrs)	Height (m)	Avg. DBH ² (cm)	Density (stems/ha)	Basal Area ³ (m ² /ha)	Species Composition	Density (stems/ha)
19a	28.10	Lowland Hardwoods	Ag4 Ab3 Haw1 Ow1 Wn1	32	14	11	799	12.4	Bt6 Ab2 Ag1	1600
19b	13.30	Lowland Hardwoods	Ag3 Wn3 Haw2 Mh2 (Ow)	90	19	17	753	22	none	0
19c	18.78	Lowland Hardwoods	Ab5 Hi5	28	14	8	138	2	Bt10	3000
19d	23.49	Upland Hardwoods	Mh2 Wn2 Ag1 Ap1 Cb1 lw1 Pw1 (Bd Be Haw Hi Or)1	34	21	12	493	16.5	Bt8 Mh2	1250

Section 7 : Ten Year Activity Summary 2018-2027

The following management activities are recommended for the 2018-2027 operating period.

Forest Health & Ecological Diversity

Control Invasive plants

- The Ontario Invasive Plant Council recommends creating a feasible, long-term strategy for managing invasive species. Many of the managed forest compartments have been colonized by buckthorn and other invasive plant species. Buckthorn is particularly problematic because it is the dominant species in the regeneration of a number of the compartments. Managing the buckthorn is an important silvicultural objective in maintaining a healthy and productive forest.

Manage Red Pine Decline

- A number of the red pine plantations are declining as a result of root diseases. The HCA has been thinning these plantations to mitigate the effects of the decline in the overstory and promote natural regeneration. Many of the plantations also lack desirable regeneration and some are heavily colonized by buckthorn. Controlling the buckthorn and restoring regeneration through underplanting is highly recommended.

Monitor Invasive Insects

- Many, if not all, of the mature ash in the managed forest have been affected by Emerald Ash Borer. Fortunately ash is commonly found in the regeneration of many stands and it is unlikely that ash species will disappear from the managed forest.
- Hemlock stands are at risk from Hemlock woolly adelgid (HWA). Hemlock is dominant/co-dominant in Fletcher compartment 1f and Beverly Swamp compartment 4b and is a minor species in several other compartments. These stands should be monitored for signs of HWA and report infected stands to the Canadian Food Inspection Agency (CFIA). Silv-Econ is coordinating a working group of forest managers/owners who have hemlock stands on their properties. The HCA may wish to participate in this working group.

Wildlife & Nature Appreciation

Conserve Habitat Features

- Wildlife habitats can be conserved or enhanced by retaining snags, fallen trees and logs, and trees with cavities.
- Mitigating the impacts from management activities on Species At Risk and other wildlife may require modifications to conventional silvicultural activities, establishing buffers around critical habitat, and seasonal restrictions for undertaking management activities, among other mitigation measures.

Recreation

- There is an extensive network of recreational trails throughout most of the managed forest. Maintaining the trails by trimming vegetation, removing fallen logs and hazard trees, and making repairs when required is recommended.

Forest Products

- A second thinning of the conifer plantations at Christie, Dundas Valley, Mt. Albion, Valens, and Westfield Heritage Village can be considered during the 2018-2027 operating period.
- There are approximately 115 acres of conifer plantations at Fletcher Creek that could also be considered for thinning during the 2018-2027 operating period.

Section 11 : Tree Species & Species Abbreviations

Abbreviation	Species	Abbreviation	Species
Ag	green ash	Mst	Striped maple
Ap	apple	Nb	Nannyberry
Aw	white ash	Ob	bur oak
Bd	basswood	OC	other conifers
Be	American beech	OH	other hardwood
Bf	balsam fir	Or	red oak
Bn	butternut	Ow	white oak
Bt	European buckthorn	Pa	Austrian pine
Bw	white birch	Pb	balsam poplar
By	yellow birch	Pg	large tooth aspen
Cb	black cherry	Ph	hybrid poplar
Cc	choke cherry	Pj	jack pine
Ce	white cedar	Po	poplar species
El	elm	Pr	red pine
Ha	hawthorn	Ps	Scots pine
Hac	hackberry	Pt	trembling aspen
He	eastern hemlock	Pw	white pine
Hi	bitternut hickory	Sas	sassafras
Hs	shagbark hickory	Sb	black spruce
Iw	ironwood	Sc	blue spruce
La	European larch	Sn	Norway spruce
Lb	black locust	Sw	white spruce
Lh	Honey locust	Syc	American sycamore
Mash	mountain ash	Ta	tamarack
Mb	black maple	Tu	tulip tree
Mh	sugar maple	Wi	willow
Mm	Manitoba maple	Wn	black walnut
Mr	red maple		
Ms	silver maple		



Hamilton Conservation Authority

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A Healthy Watershed for Everyone



Lafarge 2000 Trail 2019 Management Plan

DRAFT - May 2020



A Healthy Watershed for Everyone

Lafarge 2000 Trail

2019 Management Plan

A Joint Project of
The City of Hamilton and
The Hamilton Region Conservation Authority



Prepared by: Hamilton Conservation Authority (HCA)

Photo Credits: HCA Staff



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Draft

1.0 APPROVAL STATEMENT

We are pleased to approve the Lafarge 2000 Trail - 2019 Management Plan as the official policy document for the Hamilton Region Conservation Authority (HCA) working in cooperation with the City of Hamilton (City).

This management plan supports HCA's current Strategic Plan and reflects HCA's Vision of a healthy watershed for everyone and Mission to lead in the conservation of our watershed and connect people to nature.

Moving forward over the next ten years this plan will provide guidance for HCA management of the trail for the City in support of these goals.

Lisa Burnside
Chief Administrative Officer
Hamilton Conservation Authority

Date

Councillor Lloyd Ferguson
Chair, Board of Directors
Hamilton Conservation Authority

Date



2.0 INTRODUCTION

2.1 Area Summary

Formerly called the Middletown Road Trail, the Lafarge 2000 Trail (Lafarge Trail) is under a grandfathered management agreement established in 1999 between the former Town of Flamborough, now City of Hamilton, and HCA. Currently, the City of Hamilton owns the property and HCA maintains the off-road trail. This 22 km trail consists of both on-road and off-road sections and links to the Beverly Swamp, Christie Lake Conservation Area, and the Dundas Valley Conservation Area. The trail follows Middletown Road from Regional Road 99 north to Highway 6 east of Fletcher Creek Ecological Preserve (see Figure 1).

This trail provides a valuable north / south link between the West Hamilton–to–Brantford Rail Trail and the Township of Puslinch. It is worth noting the trail links to the Trans-Canada-Trail system and is an important part of the provincial, regional, and municipal recreational trail network.

Located in the rural area of the Town of Flamborough, trail users have the experience of moving through a varied landscape of glacial moraines, drumlins, wetlands, and natural features off the “beaten path”. Trail use is directed towards walkers and bicyclists.

In 2000 the HCA Board of Directors approved the Middletown Road Trail Master Development and Management Plan. This document updates that plan.

2.2 Key Items

HCA staff focused on three key items of the off-road trail in preparing this management plan:

1. Condition of the trail infrastructure.
2. Terrestrial and aquatic ecological review of natural areas adjacent to the trail.
3. Potential linkages to Hamilton Conservation Areas for trail users.

2.3 Goals and Objectives

This plan provides current information on the off-road trail portion managed by HCA, with recommendations for future trail management and operation.

3.0 BACKGROUND

3.1 Study Area

The Lafarge Trail is located along the municipal opened and unopened road allowance between the former Township of Beverly and West Flamborough, Township of Flamborough. The trail extends from the Hamilton to Brantford Rail Trail in the south to Highway 6 in the north as shown on Figure 1.

3.2 Property History

In 1999 The Town of Flamborough completed a Master Trails Plan identifying the Middletown Trail as a priority item to complete in the short term. At that time, The Town of Flamborough and HCA signed a fifty-year partnership agreement for the management of the 22Km Middletown Road Trail, and HCA staff became involved in preparing the Middletown Trail Master Development and Management Plan. This plan involved public consultation with adjacent landowners. A public open house held in March 2000 saw 61 people in attendance expressing concerns regarding security, trespass, and safety issues at the trail and road intersections. These concerns were similar to those expressed when the Hamilton to Brantford Rail Trail and Chippawa Trail were proposed. As with these previous trails, HCA staff worked to address these concerns through the drafting of the management plan and subsequent implementation of the trail works. The management plan was approved by the HCA Board in 2000, and has been in effect since that time.

Concurrent with the implementation of the management agreement and management plan, funding for the trail was sought and secured from the Town of Flamborough, the Hamilton Conservation Foundation, from private donations, and from a Canadian Millennium grant obtained in partnership with the Optimist Club of Strabane.

The Hamilton Conservation Foundation secured donations from Lafarge Inc. and their sponsorship allowed for their naming opportunity of the trail, as well as promotional consideration and public recognition. Through this sponsorship opportunity, the Middletown Road Trail then became known as the Lafarge Trail.

Under the partnership agreement, HCA is permitted to use the unopened road allowance portions of the Middletown Road for trail purposes. The portion of the trail located on public roads is under jurisdiction of the municipality.



3.3 Planning and Development Controls

The trail is located in Ward 12 - Ancaster and Ward 13 - Town of Flamborough and subject to planning and development controls of the City of Hamilton.

3.4 Management Plan Zones

Figure 1. shows the trail in relation to lands owned and managed by HCA. The off-road trails are the focus of this management plan. See appended management plan maps 1 and 2 for more information.

Figure 1: Trail Location and HCA Lands



4.0 NATURAL AREA INVENTORY

4.1 Natural Features

For the length of the trail, the topography ranges from generally flat in the south to rolling hills associated with the drumlin fields in the north. Land uses in this area of Flamborough include rural residential homes, agriculture and natural areas. The off-road trail gives the public the opportunity to enjoy locally unique wetland swamp and upland woods.

The Lafarge trail crosses Spencer Creek and its tributaries and Bronte Creek. The trail also passes through nine Environmentally Significant Areas (ESA), five along the existing roadways and the following four on the off-road trail along unopened road allowances: the Westover Drumlin Field; Westover Lowland Forest; Beverly Swamp; and Fletcher Creek Swamp Forest.

The Westover Drumlin Field encompasses a group of five large drumlins in the Westover – Strabane fields of the Flamborough Plain physiographic region. This general area is designated under the OMNR Areas of Natural and Scientific Interest (ANSI) program as an Earth Science Area of Provincial Significance. It contains unique features representative of glacial raised beaches in the Erie basin, and has been used as an earth science interpretive site by universities and various geological organizations.



The Westover Lowland Forest (Westover Wetland) located north of the hamlet of Westover is a narrow east-west strip of natural vegetation extending over 6Km in the 6th Concession of Flamborough. This natural area is designated ESA in the City of Hamilton Official Plan based on the important ecological and hydrological functions it serves, as well as providing habitat for significant species.

The Beverly Swamp is designated under the OMNR ANSI program as an Earth Science Area of Provincial Significance and the wetlands as Provincially Significant. This extensive swamp forms a core natural area across much of Flamborough Township and crosses the headwaters zone of three stream systems: Fairchild Creek, Spencer Creek, and Bronte Creek. This natural area serves a vital ecological and hydrological function, contains significant biotic communities, and provides habitat for many significant species.

The Fletcher Creek Swamp Forest (including Crieff Bog) extends across the northern boundary of Hamilton-Wentworth Region into Wellington County. This significant natural area is designated under the OMNR ANSI program as a Life Science Area of Regional Significance, and the Fletcher Creek Swamp is classified as Provincially Significant. The area serves important ecological and hydrological functions, contains significant biotic communities and provides habitat for significant species. Accessible portions are frequented by naturalists and the Wellington County portion has been particularly well studied.

During this study, HCA staff discovered on HCA owned property south of Concession 10, on both sides of the trail, breeding Canada Warbler. This bird is a federal and provincial species at risk. Further field study of this species is recommended to help inform future trail management decisions.

HCA staff also discovered during this study invasive species along the trail corridor, including Common Buckthorn, Glossy Buckthorn, Garlic Mustard, and Honeysuckles. It is recommended that these invasive species be removed and the spread of invasive species be managed, following HCA's Invasive Species Strategy.

4.2 Aquatic Inventory

The Aquatic Inventory for the Lafarge Trail was captured as part of the HCA Aquatic Resource Monitoring Program. This included Electrofishing with a backpack electrofisher following HCA ARMP sampling protocol at one trail crossing site that is visited every three years south of Concession 6W. There are also a number of additional sites for which we have information for this area that extends beyond the trail crossings.

The HCA ARMP follows the Ontario Stream Assessment Protocol for electrofishing. A Halltech Model# HT-2000B electrofishing unit was used for single pass presence/absence surveys. The crew was made of two or three members, one using the electrofishing unit and one or two netters. Fish were placed in buckets with low densities of fish to ensure oxygen levels stayed high and avoid mortality and kept in shady areas. After collection, fish were quickly counted, measured (lengths and weight) and identified before being released back into the stream. During processing one voucher photo was taken of each species collected.

Habitat features such as riparian cover, substrate, presence of invasive species and descriptions of in stream habitat (physical habitat) for fish were recorded. Station length, wetted width and hydraulic head were also recorded.

An Index of Biotic Integrity (IBI) was calculated for each site. This rates sites based on the fish community present from Poor to Very Good.

5.0 CONSERVATION AREA MANAGEMENT

5.1 Trail Infrastructure Review

.1 Gore Road to Concession 10W

The north end of the Lafarge trail is at the intersection of Gore Road and Maddaugh Road. Gore Road is busy with a posted speed limit of 60Km/h. The nearest HCA parking areas are at Fletcher Creek Ecological Preserve and Valens Lake Conservation Area. See appended maps for more information on proposed trail routes to HCA conservation areas.

The entire trail from Gore Road to Concession 10W is in generally good condition. Trail users were observed walking in from Rocky Ridge Estates, a private trailer park abutting the east side of the trail. Fencing recently installed by HCA has helped restrict residential encroachment onto the trail. Gated trail access points such as seen at right, at all road crossings have been recently enhanced to block motorized vehicles from the trail.



Near the gate the trail crosses a portion of provincially significant wetland (PSW) with metal culverts underneath the trail. These culverts should be further evaluated for fish passage and impacts to the wetlands prior to future replacement.

Continuing south, the trail passes through the Fletcher Swamp Forest by means of a 244m long wooden boardwalk. This boardwalk was developed with the generous support of the Optimist Club of Strabane and the Ontario Trillium Foundation.



While conducting this inventory in the spring of 2019, most of the boardwalk was observed under water. When the spring high water levels had subsided, the decking and side rails showed well-aged wood with moss and some rot. Annual inspection of the boardwalk is done by HCA for public safety. A more detailed review during low water levels is proposed to evaluate the overall structural condition and determine future maintenance work and /or replacement.

Based on HCA's experience with similar bridges and boardwalk replacement projects, work on this trail between Gore Road and Concession 10W will be a significant capital expense. Closure of this portion of the trail may be a more prudent option, considering the low trail use as supported by the trail data appended. A more detailed review of the capital costs, public outreach such as conducting trail closure visitor surveys, and discussions with donors of these features is recommended prior to future capital expenditures in this location.





There are two donor benches on the boardwalk. Both are nearing the end of their lifespan.

Trail counts collected near this location may help determine the need for replacement of the benches in future. See *Appendix 2* for trail counter information.

At the midpoint in this trail section, a smaller bridge spans provincially significant wetland. The boardwalk is stable and appears in good condition, however it should be evaluated further when the longer boardwalk is being inspected. The steep hill to the south has some trail erosion. A more detailed review of the trail at this location is recommended, to determine erosion control solutions.



A donor bench is located at the top of the hill south of the boardwalk. Note the weathered condition.



The trail gate at the north side of Concession 10 W has a sign recognizing the partnership and support of the Strabane Optimist Club. Sight lines are good at this road crossing. Wetlands to the west of Lennon Road prevent Concession 10 W connecting to Valens Road, making for less through traffic on this road. As such, Con 10 W and Lennon Road are the recommended trail routes between the Lafarge Trail, Fletcher Creek Ecological Preserve, and Valens Lake Conservation Area. See section 5.2 for more information.



.2 Concession 10W to Regional 97 Road

This section of trail at the south side of Concession 10W is showing regular All Terrain Vehicle (ATV) use bypassing the trail gates. The trail however is in overall good condition. Horse droppings found on the trail indicate there is some equestrian use. Vegetation management along the trail is recommended to provide better clearance for riders.





Near the trail gate, a donor bench is situated in a scenic viewing area. More brush clearing is recommended to improve the view.

The south end of this off-road trail portion ends at this metal gate. Located north of Regional 97 Road, the gate, a “no ATV” sign and a road caution sign mark the dead-end of Middletown Road. A residential driveway and a farm lane are at this location, limiting areas for on street parking at the gate.



.3 Regional 97 Road to Concession 8W

This location is clearly marked with boulders, gates and trail signage, including a recognition sign of a partnership with Carolinian Canada and information on the Beverly Swamp.



This trail entrance is well groomed.



Further along is a donor bench in a clearing in the landscape. The trail then proceeds to pass through a large portion of the Beverly Swamp. As such, there are a number of small creeks and waterways to be crossed. This bridge is one of three, all in excellent condition, and recently installed by HCA.



This educational sign on the Beverly Swamp is one of two cultural heritage interpretive features on the off-road trail. See the appended maps for the locations. Replacement with a non-wood pedestal mount interpretive sign is recommended.



This trail gate is located at the end of the swampy section north of Concession 8W. From this location heading south, the trail follows a gravel laneway passing through farm fields. There are private access points to the farm fields from this laneway.



The laneway joins Middletown Road at a very high point in the landscape which affords beautiful scenic views. A rest area with interpretive signage - the "Wildlife Café" - provides nature education. The sign was produced in partnership with the Greenbelt and "Caring for the Land". Some of the reference information on the sign is outdated (for example, the caring for the land website no longer exists). In future when a sign replacement is considered, the content will need to be updated.

One of the panoramic views along this portion of the trail



The trail sign below marks the south end of this portion of off-road trail, approximately 800 metres from the 8th Concession. The gravel surface here could be improved for cyclists. Approaching the concession road, the lane joins a small paved section of Middletown Road accessed by four residences. The Lafarge Trail then becomes on-road, following Middletown Road south to Safari Road.



.4 Safari Road to Concession 6W

At the south side of Safari Road, the off-road trail continues past this gate. This area is near residences and evidence of yard waste dumping was observed near the trail. As well, access by ATV's / snowmobiles was evident further in on the trail.



Beyond this gate, the trail crosses a large drumlin which affords an excellent scenic view of the countryside.

The trail is very steep in this area and heavily eroded, requiring a high degree of maintenance to keep it passable for hikers and cyclists. As well, the challenging terrain demands a certain level of fitness for casual recreational use. Further review is recommended to evaluate potential trail upgrades.





Heading further south to Safari Road, the trail crosses provincially significant wetland. Culverts have been replaced at three locations along the trail. These culverts are perched and act as partial barriers to fish passage. It is recommended that when these culverts need to be replaced, that they be replaced by bridges similar to those further north on the trail.

Further along by Concession 6W is a cultural heritage interpretation feature at a scenic lookout on the trail.

This drumlin affords a panoramic view of the countryside and was noted in the original trail design concepts for creation of a lookout feature. There is an interpretive sign oriented towards the north-west, providing information about the drumlin features as well as the purpose and route of the Lafarge Trail. Should the sign need to be replaced in future, the placement of this feature should be reconsidered with public access and appreciation of this feature in mind.



The southern limit of the off-road trail meets the 6th Concession at Middletown Road. The location is gated and signed, with pedestrian and cyclist crossing signs in place on the roadway. Road sight lines are good; however, the narrow road shoulders and ditches require trail users to slow down and exercise caution moving between the roadway and trail.

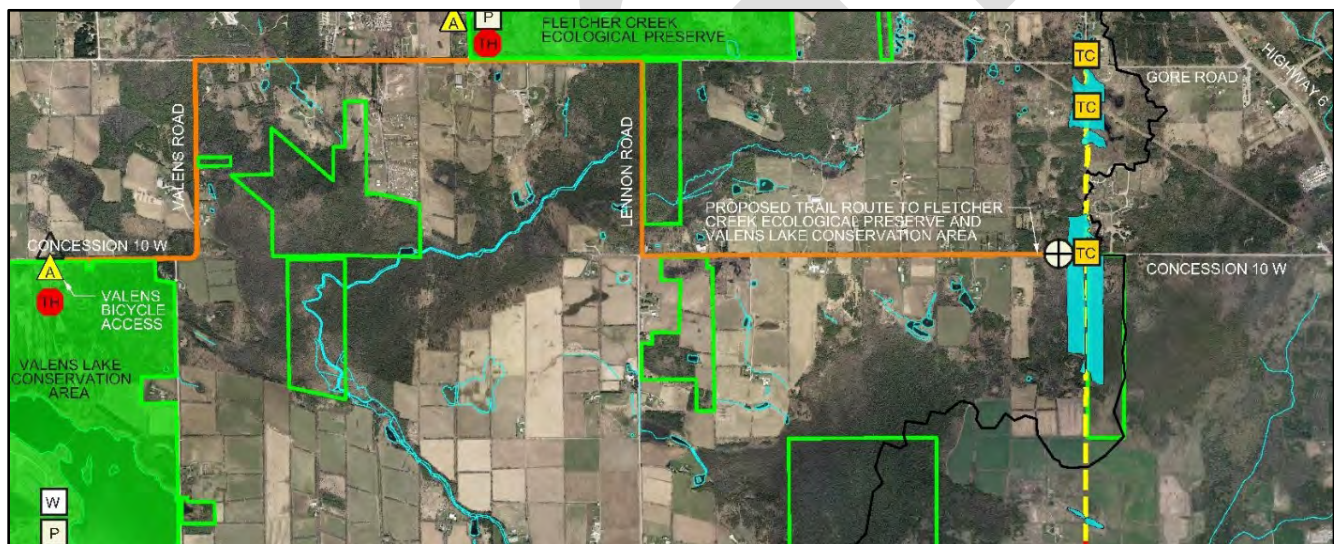


5.2 Connections to Hamilton Conservation Areas

The Lafarge Trail connects to Christie Lake and Dundas Valley, and has potential to link to Fletcher Creek and Valens Lake Conservation Area.

The trail linkages are as follows:

Figure 2: Trail connection to Valens Lake and Fletcher Creek Conservation Areas



Valens Lake Conservation Area is recommended as the preferred staging area for the north end of the Lafarge Trail. Parking, washrooms, camping and day-use facilities are available for trail users. Fletcher Creek has limited parking and no washrooms currently in place. See the Fletcher Creek Management Plan for more information. Figure 2. shows the recommended connecting route using Concession 10W, Lennon Road, Gore Road, and Valens Road. Improved road shoulders, trail wayfinding signage, and reduced speed limits on these roads would help improve the route for cyclists.

Concession 10W gated entrance into Valens Lake Conservation Area

Figure 3: Trail connection to Valens Lake



Source: Google street view

Figure 4: Trail Connection to Christie Lake Conservation Area

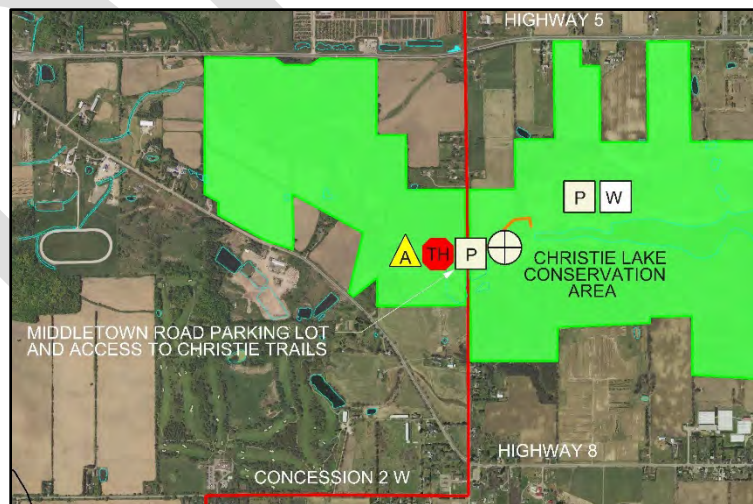


Figure 4. shows the connection to Christie Lake Conservation Area from Middletown Road. Trails lead into the conservation area from the road. A small gravel parking lot is on Middletown Road north of the reservoir. Wayfinding signage in this lot could be improved. Christie Lake is a good staging area for trail users as it provides more parking than on Middletown Road, as well as washrooms and picnic areas.

Figure 5: Indirect Trail Connection: Dundas Valley Conservation Area from the Hamilton to Brantford Rail Trail

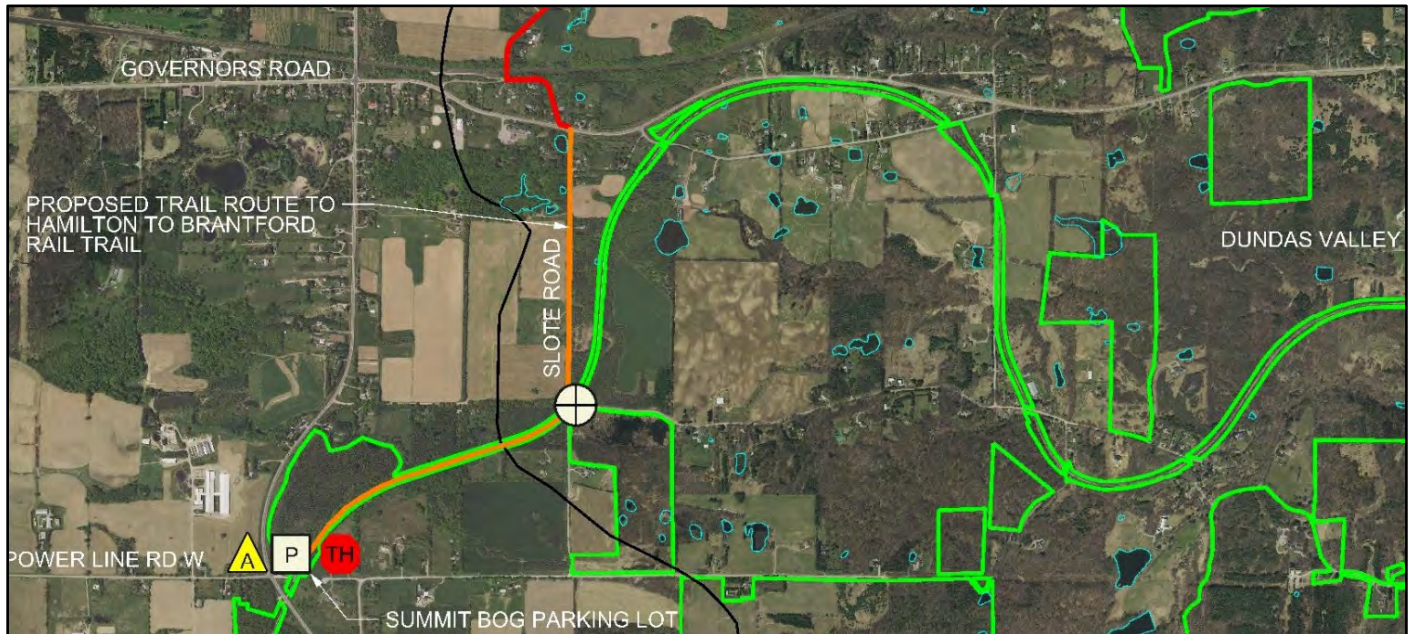


Figure 5. shows the south end of the Lafarge Trail at the Hamilton to Brantford Rail Trail. Preferred parking recommended by HCA on this trail is the Summit Bog parking lot on Highway 52 at Power Line Road West. From this parking area connections north to Middletown Road are possible via Slot Road, Inksetter Road, and Concession 2 West. Access into the Dundas Valley Conservation Area Trail Centre washrooms and day use facilities is possible from the Rail Trail. More parking is also available at the Dundas Valley Conservation Area for trail users.



6.0 MANAGEMENT PRACTICES

6.1 Natural Heritage Conservation

The Lafarge Trail is an important recreational trail within the system of open space and natural areas in the Town of Flamborough. The off-road trail on unopened road allowances crosses four Environmentally Significant Areas (ESA). No new trail development other than routine maintenance of the trail surface, bridges, culverts and boardwalks is proposed. No trail impacts to the adjacent ESA's are anticipated for lifespan of this management plan. However, it should be noted that invasive species are present along the trail and are a concern for spreading to adjacent ESA's. See Section 4.0 for more information.

6.2 Water Management

Water crossings on the trail are not considered to be navigable under the *Federal Navigation Protection Act* (formerly the *Navigable Waters Protection Act*), thus crossings do not have to provide for navigation.

The trail within Concession 8W crosses Bronte Creek, which flows into Lake Ontario. This watercourse is located in the jurisdictional boundaries of Conservation Halton. The remainder of the watercourses that intersect with the trail flow into Cootes Paradise and are in the jurisdictional boundaries of HCA.

No new trail development is proposed that could adversely affect water resources. Should replacement of culverts, bridges and boardwalk features along the off-road trail be required, HCA will adhere to federal, provincial and local policies and regulations. See section 4.0 for more information.



6.3 Conservation Area Experience

This management plan supports the original vision for the Middletown Road Trail in linking the Dundas Valley, Christie Lake and Valens Conservation Area via the Hamilton-to-Brantford Rail Trail and the Lafarge 2000 Trail. As well, this plan supports the broader vision of recreational trail connections from HCA lands to the Niagara Escarpment, Cootes Paradise, Hamilton Harbour, Lake Ontario, and neighbouring municipalities waterfront trails and parks. The former Town of Flamborough and the HCA worked together to create this trail and provide recreational opportunities for the public. Key values of this vision include conserving and managing green corridors/ wildlife habitat; offering heritage, fitness, recreational and educational benefits for the community and visitors; and supporting community health and well-being.

6.4 Education and Environmental Awareness

The existing signage on the off-road portions of the trail provides some interpretive and educational information on the natural features and history of the area. Additional signage and rest areas are not anticipated to be required for the trail, however information signs about natural features could be added in future for the trail parking and staging areas shown in Section 5.2. As well, when trail signage is required to be replaced it could be updated with more current information. New digital technological opportunities are also now available to promote and describe the trail and its features. Currently HCA offers a brochure online with this information, including trail etiquette guidelines, rules and regulations.

6.5 Management Guidelines

.1 Permitted Uses

Walking, hiking, and bicycling are permitted trail uses. Equestrian use is permissible only in areas where trail infrastructure can support this use. Equestrian use may be restricted on the off-road sections by HCA pending weather and site-specific trail conditions.

.2 Restricted Uses

The use of motorized vehicles, with the exception of maintenance and emergency vehicles, is not permitted on the trail. No open fires or camping are permitted. Hunting and trapping are not permitted on or from the trail corridor. Unauthorized property access and encroachment are not permitted and will be addressed by the City of Hamilton and HCA on a case by case basis. When off site parking at the trail is determined to be causing traffic and safety issues, HCA will enlist the assistance of municipal agencies for traffic control and enforcement. Traffic control will be evaluated on a case by case basis by all agencies involved. Traffic control measures such as signage and barriers may be implemented at the discretion of the municipality.

.3 Agreements

The management of the off-road trail will be carried out as per the current partnership agreement between the Town of Flamborough and the HCA. Some portions of the trail are accessed by private landowners, the City of Hamilton may require access agreements for this continued use on a case by case basis.

6.6 Maintenance Guidelines

.1 Vegetation Clearing

The existing trail, as per the original design, is intended to be 1.5m wide with a clearing width of 2.4m. Vegetation is to be removed within this clearing width as necessary to ensure safe sight lines, reduce hazards, and prevent encroachment of vegetation onto the trail. Any vegetation clearing beyond this should only be done on a site-specific basis subject to review by the partners.

.2 Fencing

New fencing is not identified as necessary for the off-road trail. Fencing is only to be considered on a site-specific basis by the partners in accordance with requirements of the provincial *Line Fences Act*.

.3 Lighting

The trail will not be lit and is intended to only be open sunrise to sunset.

.4 Garbage Collection

Garbage cans will not be provided. Trail users are expected to practice “pack in-pack out” trail etiquette.

.5 Washrooms

No washrooms are provided along the trail. Information signs may be used to direct trail users to conservation area parking areas and washrooms.



.6 Winter Maintenance

There will be no snow removal along the trail.

.7 Signage

Five types of signs are permitted along the trail: information, designation/direction, regulatory, warning, and interpretive. Information signs are intended to provide general information about the use, identify the trail and may include a map. Designation/direction and regulatory signs are to be placed along the trail at each road crossing. Warning signs will be placed where there are anticipated safety concerns, such as areas with agricultural activities. Interpretive signs may be provided with the ESA's. All signs are to follow the partners sign standards.

.8 Wetlands

Trail maintenance at stream crossings, wetlands, and environmentally sensitive areas requires ecological review by HCA and the City before proceeding. This requirement includes proposed culvert work and replacements, as well as bridge and boardwalk maintenance or replacement.

.9 Invasive Species

Invasive species currently present alongside the trail observed by HCA staff include Common Buckthorn, Glossy Buckthorn, Phragmites, Garlic Mustard and Honeysuckles. Removal of these species is recommended as high priority, especially where adjacent ESA's could be threatened. A separate and more detailed invasive species management plan is recommended in order to plan and prioritize this work.

7.0 SUMMARY

7.1 Implementation Priorities

Over the last 20 years the Lafarge 2000 Trail has provided a valued north/south trail link between the West Hamilton to Brantford Rail Trail and the Township of Puslinch.

Continued safe enjoyment of the trail will require some capital work to be completed to replace aging trail infrastructure. The following items are recommended to be implemented in order of priority to achieve this goal:

.1 Bridges and Boardwalks:

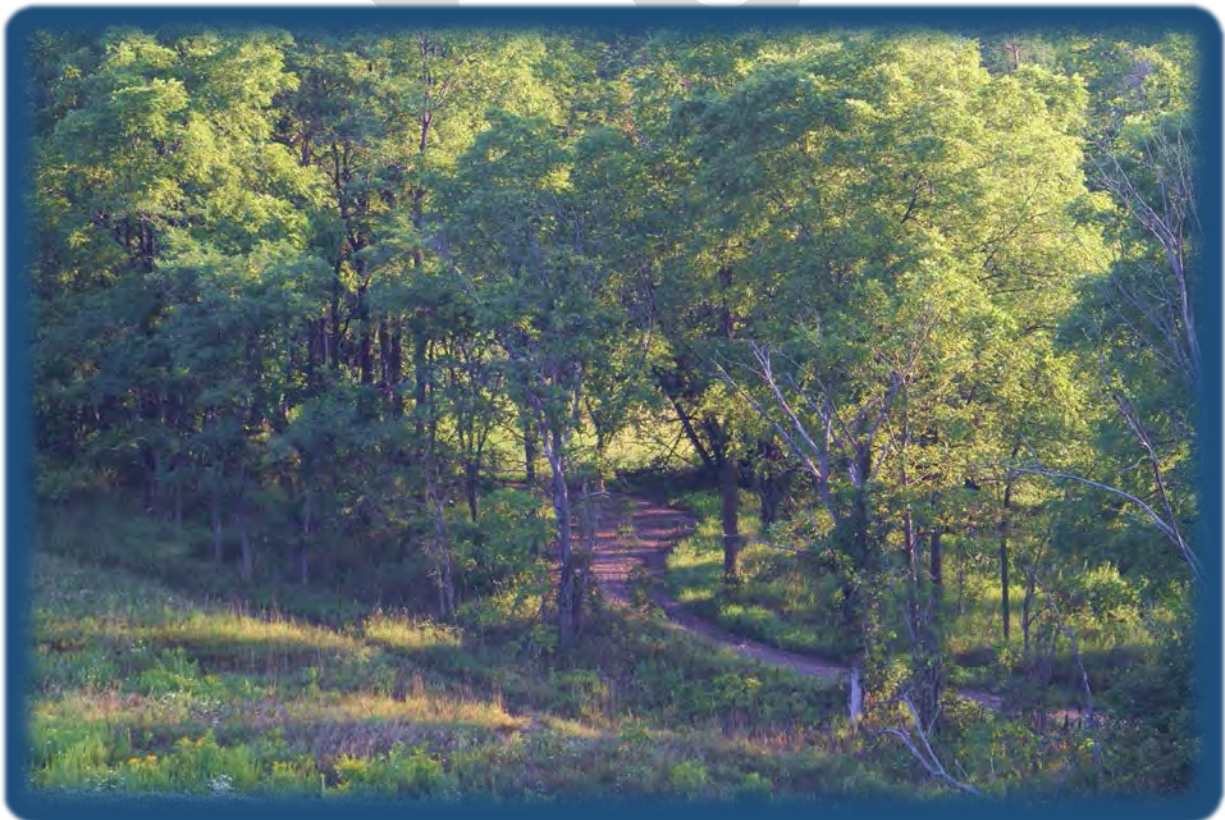
Conduct structural review and report on capital replacement and maintenance requirements for all bridges and boardwalks.

.2 Trail Maintenance:

Conduct maintenance inventory to assess annual requirements for trail clearing, surfacing and condition reviews. Provide design and maintenance recommendations to the partners.

.3 Signage Replacements:

Signs to be replaced in priority sequence to ensure public safety.



8.0 APPENDIX CONTENTS

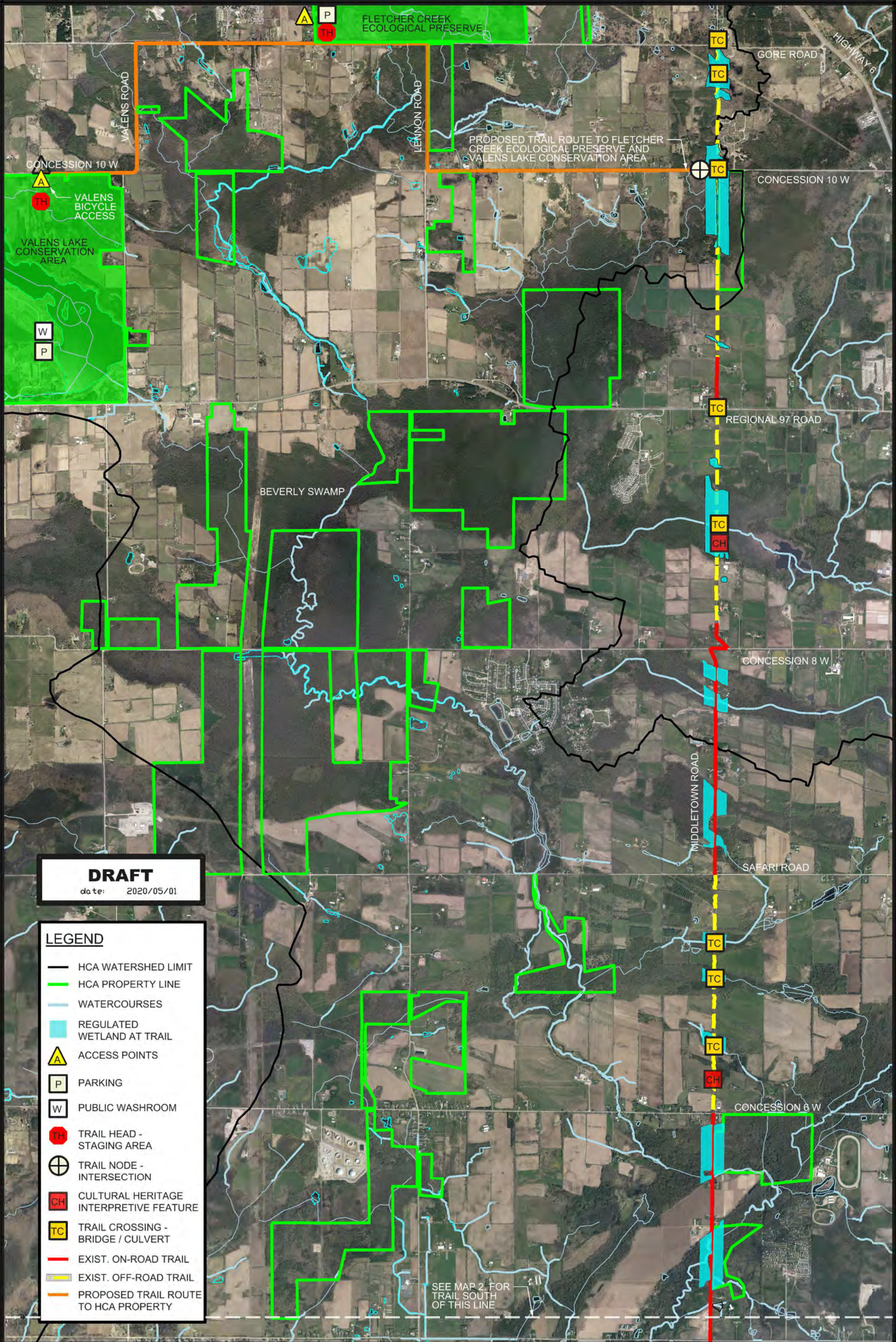
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Draft

APPENDIX 1

MAP 1 Management Plan Map

MAP 2 Management Plan Map



DRAFT
date: 2020/05/01

- LEGEND**
- HCA WATERSHED LIMIT
 - HCA PROPERTY LINE
 - WATERCOURSES
 - REGULATED WETLAND AT TRAIL
 - ▲ ACCESS POINTS
 - P PARKING
 - W PUBLIC WASHROOM
 - TH TRAIL HEAD - STAGING AREA
 - ⊕ TRAIL NODE - INTERSECTION
 - CH CULTURAL HERITAGE INTERPRETIVE FEATURE
 - TC TRAIL CROSSING - BRIDGE / CULVERT
 - EXIST. ON-ROAD TRAIL
 - EXIST. OFF-ROAD TRAIL
 - PROPOSED TRAIL ROUTE TO HCA PROPERTY

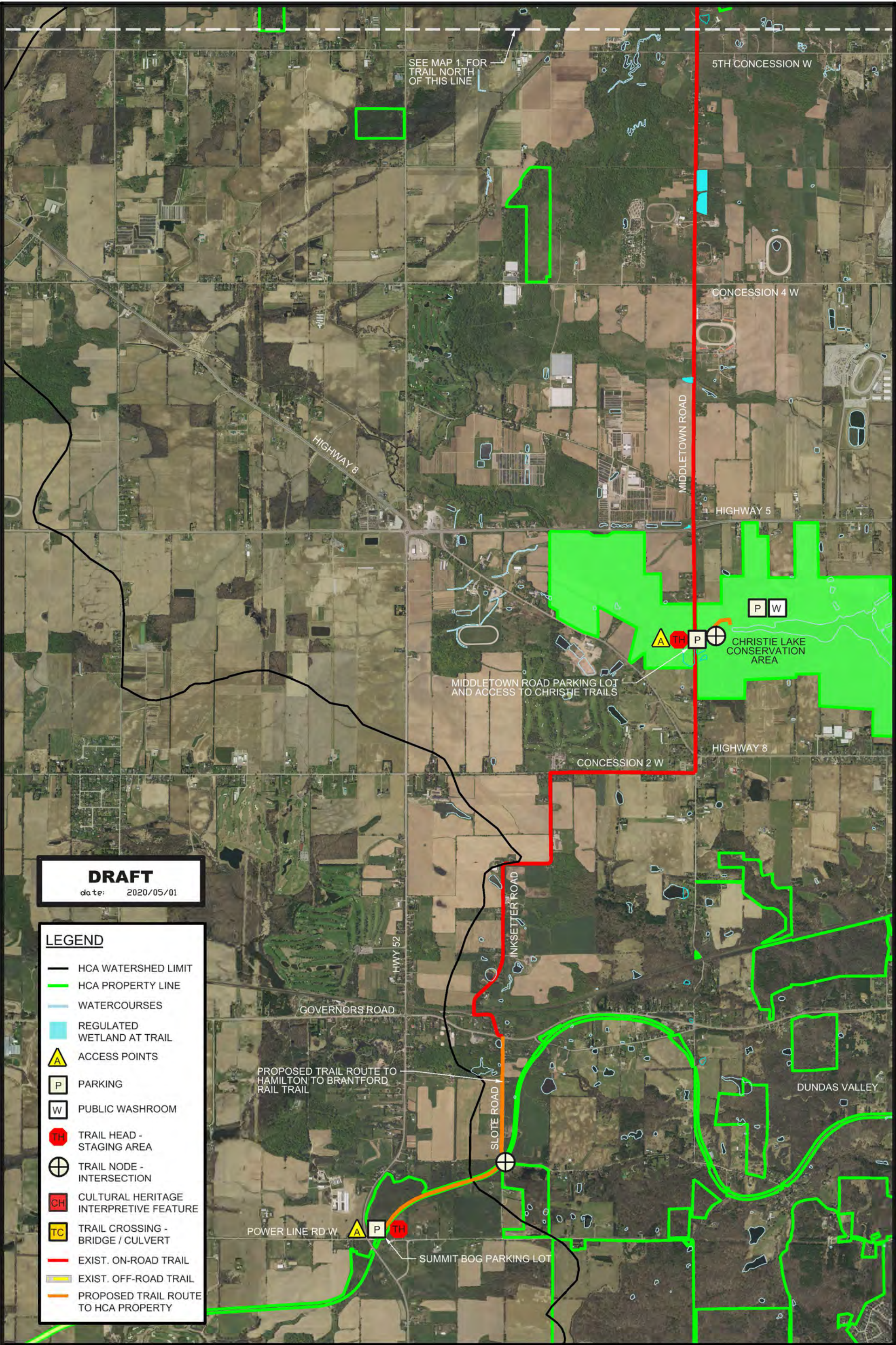
SEE MAP 2. FOR TRAIL SOUTH OF THIS LINE



LAFARGE 2000 TRAIL MANAGEMENT PLAN MAP

DATE: 2020/05/01





DRAFT

date: 2020/05/01

LEGEND

- HCA WATERSHED LIMIT
- HCA PROPERTY LINE
- WATERCOURSES
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- PROPOSED TRAIL ROUTE TO HCA PROPERTY



APPENDIX 2

Capital Development Priorities

DRAFT - LAFARGE 2000 TRAIL CAPITAL DEVELOPMENT PRIORITIES: 2020 - 2030

A. Trail Infrastructure Improvements ***Budget (M)**

- **A1 Boardwalk replacement (244 lin.m.)
- **A2 Bridge replacement (1 location)
- **A3 Culverts replaced with bridges (4 locations)
- A4 Trail erosion repair and restoration (500 lin.m.)
- A5 Interpretive signage replacement (2 units)
- A6 Bench replacements (6 units)
- A7 Trail signage replacements (8 locations)
- A8 Invasive species management (12Km trail edge)

B. Conservation Area Connection Improvements ***Budget (M)**

- B1 Fletcher/Valens route signs (8 locations)
- B2 Christie Lake route signs (2 locations)
- B3 Christie Lake to Summit Bog route signs (12 locations)
- B4 Trail head staging areas (4 locations)

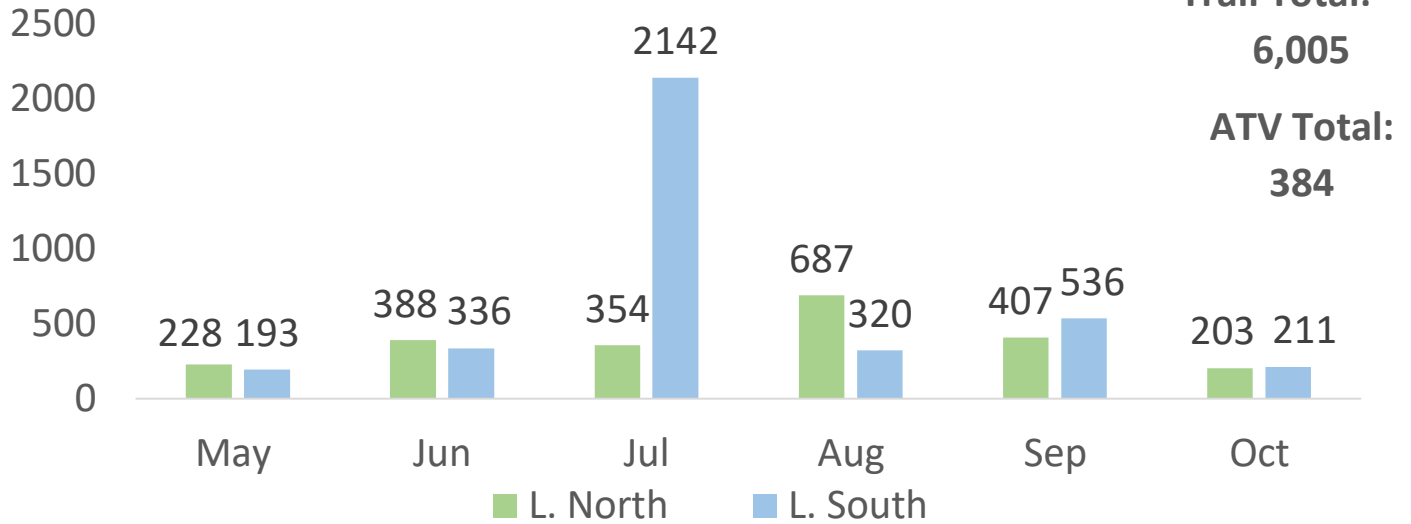
* Budget costs are in 2020 dollars, projects and budgets to be reviewed annually.

** Capital item dependent on project approval and/or fundraising.

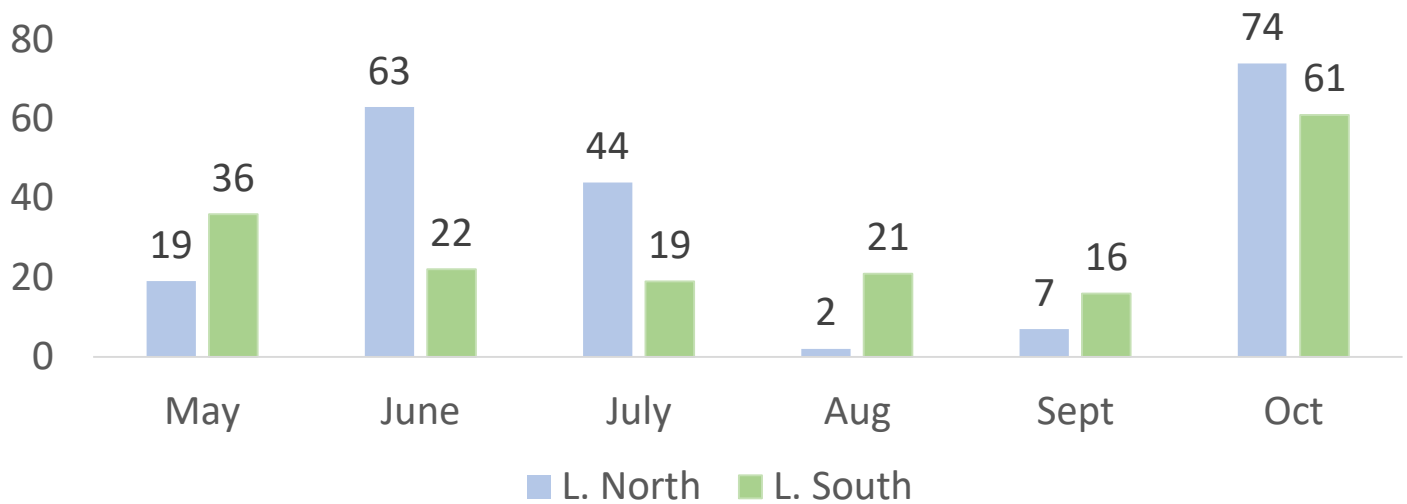
APPENDIX 3

Trail and Vehicle Counter Data

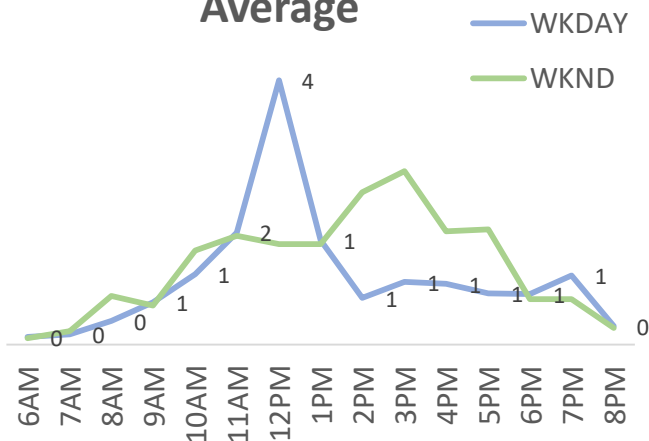
Lafarge Trail Counts



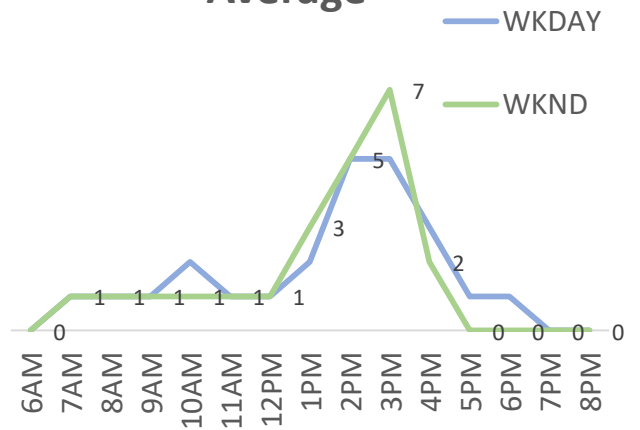
Lafarge Trail ATV Counts



Lafarge North Hourly Average



Lafarge South Hourly Average





Hamilton Conservation Authority

838 Mineral Springs Road, P.O. Box 81067,
Ancaster, Ontario L9G 4X1

905-525-2181 www.conservationhamilton.ca



A Healthy Watershed for Everyone

Updating Ontario's Water Quantity Management Framework

<u>ERO (Environmental Registry of Ontario)</u> number	019-1340
Notice type	Regulation
Act	Ontario Water Resources Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Notice stage	Proposal
Proposal posted	June 18, 2020
Comment period	June 18, 2020 - August 2, 2020 (45 days) Open
Last updated	June 18, 2020

This consultation closes at 11:59 p.m. on:

August 2, 2020

Proposal summary

We are proposing regulatory changes for managing water takings to protect the long-term sustainability of surface water and groundwater and to ensure these important resources are responsibly managed and safeguarded now and for future generations.

Proposal details

Our government is committed to taking action through our Made-in-Ontario Environment Plan to protect lakes, waterways and groundwater supply in Ontario, now and for future generations.

Last fall, we extended the moratorium for new and increasing bottled water takings so that we could complete a thorough review of the province's water taking programs, policies and science tools. This review, which includes assessments done by independent experts, found that the government's current approach to managing water takings is effective.

The review:

- determined that bottled water takings in Ontario are not impacting the sustainability of groundwater resources and that groundwater takings for bottling are managed sustainably in the province under existing legislation, regulation and guidance
- identified opportunities to build on our current framework to ensure our water resources are protected and used sustainably in the face of a changing climate and population growth

The ministry also retained a third-party water expert, BluMetric Environmental Inc. (incorporated), to:

- assess water resources in select areas of the province

- review aspects of the ministry's water quantity management framework

BluMetric's findings, as well as the ministry's own review, have informed the development of four key areas for action. The ministry's findings, which included BluMetric's analysis, on water bottling were independently validated by a panel from the Professional Geoscientists Ontario. Their report, along with a summary of BluMetric's findings, can be found in the supporting materials section of this Proposal Notice.

Four key areas for action

The attached proposal paper outlines four key areas for action:

1. Establish clear provincial priorities of water use to guide decisions where there are competing demands for water.
2. Update our approach to managing water takings in water quantity-stressed areas.
3. Make water taking data, including data the ministry collects from permitted water takers, more accessible to the public.
4. Give host municipalities more input into water bottling decisions.

To enable these actions, we are proposing regulatory amendments to:

- the *Water Taking and Transfer Regulation (Ontario Regulation 387/04)* under the *Ontario Water Resources Act, 1990* to enable all four proposed areas of action
- the Environmental Activity Sector Registry (EASR) - *Water Taking Regulation (Ontario Regulation 63/16)* under the *Environmental Protection Act, 1990* to enable action three (making water taking data more accessible to the public)

The proposal paper also includes:

- a summary of conclusions from the review
- questions to better inform our proposed changes

We are seeking feedback on these proposed actions from:

- the public
- Indigenous partners and communities
- municipalities
- industries
- stakeholders

Your input will help the province move forward with updating Ontario's water quantity management framework to help protect and sustain water resources in Ontario now and into the future.

Regulatory impact statement

With these proposed changes, Ontarians can have the added confidence that the ministry's programs, policies and science protect vital water resources and ensure we have sustainable water resources now and into the future. While the proposed regulatory changes are not expected to have a direct negative economic impact on most water takers, the proposal includes enabling regulatory provisions that may impact some water takings in water quantity-stressed areas or large new or increasing water bottling takings.

The proposed regulatory changes and complementary activities are enabling provisions that are expected to benefit people, households, businesses and communities in Ontario including rural, urban, northern and Indigenous communities, in a number of ways:

- protecting the sustainability of water resources to support healthy ecosystems and the economic and social well-being of Ontarians
- providing greater transparency about how water takings will be managed in periods of scarcity, to allow businesses, farms and rural and urban municipalities to better plan for the future
- removing the regulatory burden associated with current static regulatory high-use watershed maps and policies and updating our approach to managing water takings in water-quantity stressed areas, focusing actions in priority areas to allow resources to be directed where they are needed most
- facilitating the use of water taking data to support water quantity management decision making and promote water security in the province
- giving host municipalities more input into water bottling decisions before proposed new or expanded water takings for water bottling are considered in their jurisdiction

While the proposed amendment includes a requirement for water bottling companies to report whether they have support from the host municipality when applying for a Permit to Take Water for a new water taking or increased amount of water, an exception is proposed for smaller groundwater takings by water bottling companies that are below a limit of 379,000 litres per day in total within a municipality.

The proposed enhancements are not expected to have a negative impact on businesses. They are intended to be used only as needed and to add more flexible and adaptive water management tools and policies to Ontario's water taking framework.

Supporting materials

Related files

[Proposal Paper: Updating Ontario's Water Quantity Management Framework \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/Proposal%20Paper%20%E2%80%94%20Updating%20Ontario%27s%20Water%20Quantity%20Management%20Framework.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/Proposal%20Paper%20%E2%80%94%20Updating%20Ontario%27s%20Water%20Quantity%20Management%20Framework.pdf)
pdf (Portable Document Format file) 274.6 KB

[Final Report and Recommendations of the Professional Geoscientists Ontario Panel \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/Final%20Report%20and%20Recommendations%20of%20the%20Professional%20Geoscientists%20Ontario%20Panel .pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/Final%20Report%20and%20Recommendations%20of%20the%20Professional%20Geoscientists%20Ontario%20Panel.pdf)
pdf (Portable Document Format file) 305.23 KB

[Introduction to BluMetric Report \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/Introduction%20to%20BluMetric%20Report.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/Introduction%20to%20BluMetric%20Report.pdf)
pdf (Portable Document Format file) 78.16 KB

[BluMetric Summary of their Report \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Summary%20of%20their%20Report_.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Summary%20of%20their%20Report_.pdf)
pdf (Portable Document Format file) 802.26 KB

[BluMetric Report: Science Review \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%E2%80%94Science%20Review.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%E2%80%94Science%20Review.pdf)
pdf (Portable Document Format file) 861.71 KB

[BluMetric Report: Jurisdictional Review \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%E2%80%94Jurisdictional%20Review.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%E2%80%94Jurisdictional%20Review.pdf)
pdf (Portable Document Format file) 1.91 MB

[BluMetric Report: Ontario Water Managers Workshops \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report-Ontario%20Water%20Managers%20Workshops.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report-Ontario%20Water%20Managers%20Workshops.pdf)
pdf (Portable Document Format file) 5.94 MB

[BluMetric Report: Lessons Learned \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report-Lessons%20Learned.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report-Lessons%20Learned.pdf)
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[BluMetric Report: Water Bottling Study Area \(WBSA\) Assessments \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%20-%20Water%20Bottling%20Study%20Area%20-%20WBSA%20Assessments.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%20-%20Water%20Bottling%20Study%20Area%20-%20WBSA%20Assessments.pdf)
pdf (Portable Document Format file) 16.69 MB

[BluMetric Report: Water Quantity Study Area \(WQSA\) Assessments – Body and Appendix C \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%20-%20Water%20Quantity%20Study%20Area%20-%20WQSA%20Assessments%20-%20Body%20and%20Appendix%20C.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%20-%20Water%20Quantity%20Study%20Area%20-%20WQSA%20Assessments%20-%20Body%20and%20Appendix%20C.pdf)
pdf (Portable Document Format file) 9.99 MB

[BluMetric Report: Water Quantity Study Area \(WQSA\) Assessments – Appendix A, Part 1 \(https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%20-%20Water%20Quantity%20Study%20Area%20-%20WQSA%20Assessments%20-%20Appendix%20A%20Part%201.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2020-06/BluMetric%20Report%20-%20Water%20Quantity%20Study%20Area%20-%20WQSA%20Assessments%20-%20Appendix%20A%20Part%201.pdf)
pdf (Portable Document Format file) 16.61 MB

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Related links

[Ontario Regulation 387/04 \(Water Taking and Transfer\)](#)
(<https://www.ontario.ca/laws/regulation/040387>)

[Ontario Regulation 63/16 \(Environmental Activity Sector Registry—Water Taking\)](#)
(<https://www.ontario.ca/laws/regulation/160063>)

View materials in person

Important notice: Due to the ongoing COVID-19 pandemic, viewing supporting materials in person is not available at this time.

Please reach out to the Contact listed in this notice to see if alternate arrangements can be made.

Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the [ERO \(Environmental Registry of Ontario\)](#) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

Submit by mail

Erinn Lee


Connect with

us

Contact

Erinn Lee

 [437-215-2881](tel:437-215-2881)

 waterpolicy@ontario.ca

AMO COVID-19 UPDATE: STAGE 2, EMERGENCY DECLARATION EXTENSION AND WATER BOTTLING CONSULTATION

June 22, 2020

As activities related to the COVID-19 pandemic are starting to be the new normal, the provincial government is starting to release information on some of their non-COVID-19 related policy work. AMO members will see this reflected in our policy updates going forward that will include a combination of COVID-19 and non-COVID-19 policy updates of a municipal government interest.

Stage 2 Re-openings

The Province announced today that the City of Toronto and Peel Region will be allowed to go to Stage 2 re-openings as of Wednesday June 24th, however, the Windsor-Essex region is to stay in Stage 1 at this time. Testing and farm inspections will be increased in this area with the expectation that Windsor-Essex to be able to enter Stage 2 soon as they will be assessed on an ongoing basis.

Possible Extension of the Provincial Emergency Declaration

The Ontario Legislature reconvenes on Tuesday, June 23rd. The government has indicated its motion to renew its emergency declaration under the *Emergency Management and Civil Protection Act*, for another potentially final 15 days to mid-July, and will be introduced to the House either Tuesday or Wednesday.

It should be noted that the Province can extend existing emergency orders in 14-day intervals after the emergency ends to deal with the effects of the pandemic. But once the provincial emergency declaration expires, the Ontario government can only reissue or eliminate these Cabinet orders (Order in Council regulations) but is not able amend or draft brand-new orders.

Province Considers Requiring Municipal Support for New and Expanded Water Bottling Proposals

The Ontario Government has announced it is consulting on proposals to manage and protect surface and groundwater quantity. Proposals include:

- Requiring water bottling companies to have the support of their host municipalities for new and increasing bottled water takings, with an exemption for small businesses.
- Establishing priorities of water use in the province that can guide water taking decisions.

- Assessing and managing multiple water takings together in areas of the province where water sustainability is a concern.
- Making water taking data available to the public to increase transparency of how Ontario manages water resources.

The consultation period is open until **August 2, 2020**. Municipal officials are encouraged to review the proposals and provide feedback through the Environmental Registry.

AMO's [COVID-19 Resources](#) page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

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THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2020 - 010

A By-law Prescribing Standards for the Maintenance and Occupancy of Property

WHEREAS Section 15.1(3) of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended, authorizes the council of a municipality to pass a bylaw prescribing standards for the maintenance and occupancy of property within the municipality and for prohibiting the occupancy or use of such property that does not conform to the standards; and for requiring property that does not conform with the standards to be repaired and maintained to conform with the standards or requiring the property to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;

AND WHEREAS the County of Wellington Official Plan for the Township of Puslinch includes provisions relating to property conditions;

AND WHEREAS Section 15.6(1) of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended requires that a By-law passed under Section 15.1(3) of the *Building Code Act, 1992, S.O. 1992, c. 23* shall provide for the establishment of a Property Standards Committee;

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

1.0 TITLE AND SCOPE

- 1.1 This By-Law may be referred to as "The Property Standards By-Law".
- 1.2 The standards for maintenance and occupancy of **property** set forth in this By-Law are hereby prescribed and adopted as the minimum standards for all **property** within the **Township**.

1.3 No **person** shall occupy a **property** if there is a condition which poses or constitutes an **unsafe condition**.

1.4 A **property** within the **Township** that does not conform with the standards contained in this By-law shall be:

- (a) **repaired** and maintained to conform with such standards; or
- (b) cleared of all **buildings, accessory buildings, structures** or **waste** and left in a graded and levelled condition.

1.5 This By-law does not apply so as to prevent an agricultural operation, meeting the definition of "agricultural operation" under the *Farming and Food Production Protection Act, 1998*, S.O. 1998, c.1, from carrying out a normal farm practice as provided for and defined under that Act.

1.6 This By-law does not apply so as to prevent an agricultural use, meeting the definition of "agricultural use" under this By-law.

2.0 APPLIED MEANING OF WORDS AND TERMS

2.1 Interchangeability: Words used in the present tense include the future, words in the masculine gender include the feminine and neuter; the singular number includes the plural, and the plural includes the singular.

3.0 DEFINITIONS

In this By-law:

"Accessory building" means a detached **building** or **structure**, not used for human habitation that is subordinate to the primary use on the same **property**.

"Basement" means that portion of a **building** between two floors, which is partly underground of the first floor joists above the average finished grade level adjacent to the exterior walls of the **building** and includes a crawl space and cellar.

"Boat" includes any vessel which floats or is designed to float on the surface of the water and is capable of carrying people or material whether motorized or not and includes but is not limited to pleasure craft, scows, personal water craft, canoes, row boats, pontoon boats and commercial boats, when on the water or on land.

"Building" means a building as defined in the ***Building Code Act***, or a **structure** used or intended to be used for supporting or sheltering any use or occupancy.

"Building Code Act" means the *Building Code Act*, 1992, S.O. 1992, c. 23, as amended and any prescribed regulations under the *Building Code Act*.

"Committee" means the **Township's** Planning and Development Advisory Committee or a Property Standards Committee established under this By-law.

"Compost" means a collection of humus material such as kitchen and table waste, grass clippings, plant trimmings, weeds or other leaves.

"Council" means the Council for the **Township**.

"Dwelling" means a **building** or part of a **building**, occupied or capable of being occupied, in whole or in part for the purpose of human habitation.

"Dwelling unit" means a room or a suite of rooms operated as a housekeeping unit, used or intended to be used as a

domicile by one or more persons and supporting general living conditions including cooking, eating, sleeping and sanitary facilities.

“Exterior property areas” means the **property** and **yard**, exclusive of a **building** and an **accessory building**.

“Fence” means a **structure**, wall or barrier, other than a **building**, erected at grade for the purpose of defining boundaries of **property**, separating open space, restricting ingress to or egress from **property**, providing security or protection to **property** or acting as a visual or acoustic screen.

“Firewood” means any lumber, timber, logs, poles, cut up trees or felled trees, any salvaged wood products included but not limited to wood skids, wood boxes, and used wood products that are not required for a **building**, **accessory building** or **structure** currently under construction on the **property** or for which there is a current or regular use.

“Ground cover” means organic or non-organic material applied to prevent the erosion of the soil, e.g., concrete, flagstone, gravel, asphalt, grass or other forms of landscaping.

“Guard” means a protective barrier installed around openings in floor area or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway, or other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through them.

“Habitable room” means a room or enclosed floor space used, or capable of being used for living, eating, sleeping or domestic food preparation purposes, but excludes a bathroom, water closet compartment, laundry, pantry, foyer, lobby, hall, passageway, corridor, closet, stairway,

storage room, furnace room or other accessory space used for service, maintenance or access within a **building**.

“Heritage attribute” means an attribute of a **heritage property** that contributes to its cultural heritage value or interest that is defined, described or inferred:

(a) in a By-law designating a **heritage property**;

(b) in a By-law designating a heritage conservation district;

(c) in a Minister’s Order made under the *Ontario Heritage Act*;

(d) in any documentation considered as part of (a), (b) and (c) above;

and includes any elements, features or components that support or protect the heritage attribute.

“Heritage property” means a Property designated under Part IV or Part V or by a Minister’s Order under the *Ontario Heritage Act*.

“Landlord” includes:

a) The owner of a rental unit or any other person who permits occupancy of a **rental unit**, other than a **tenant** who occupies a **rental unit** in a residential complex and who permits another person to also occupy the unit or any part of the unit; and, b) The heirs, assigns, personal representatives and successors in title of a person referred to in clause (a).

“Naturalized Area” means an area that has been implemented or naturally occurring areas to produce ground cover which consists of one or more species of wildflowers, annuals, perennials, shrubs and grasses or a combination thereof and includes natural areas such as wooded lots, managed commercial woodlots, forests and wetlands.

"Occupant" means any **person** or **persons** over the age of eighteen years in possession of the **property**.

"Openable area" means that part of a window or door which is available for unobstructed ventilation and which opens directly to the outdoors.

"Owner" includes,

- (a) the **person** for the time being managing or receiving the rent of the land or premises in connection with which the word is used, whether on the **person's** own account or as agent or trustee of any other **person**, or who would receive the rent if the land and premises were let; and
- (b) a lessee or **occupant** of the **property** who, under the terms of a lease, is required to **repair** and maintain the **property** in accordance with the standards for the maintenance and occupancy of **property**.

"Person" includes a corporation and its heirs, executors, administrators, or other representatives of a person to whom the context can apply according to law.

"Property" means a **building** or **accessory building**, or part of a **building** or **accessory building**, and includes the lands and premises appurtenant thereto and all mobile structures, mobile buildings, mobile homes, outbuildings, **fences, retaining walls**, and erections thereon, whether heretofore or hereafter erected, and also includes **vacant property** and the **yard**.

"Property Standards Officer" shall mean a Property Standards Officer who has been appointed by by-law to administer and enforce this By-law.

"Rental Unit" means a dwelling unit used, or intended to be used, for a **residential tenancy**.

"Repair" includes the making of additions or alterations or the taking of such action as may be required so that the **property** shall conform to the standards established in this By-law.

"Residential rental property" includes a **rental unit** and the yards;

"Residential Tenancy" means the lease of residential premises for residential purposes.

"Retaining wall" means a **structure** that holds back soil or loose material to prevent it from assuming the natural angle of repose at locations where an abrupt change in ground elevation occurs.

"Safe condition" means a condition that does not pose or constitute an undue or unreasonable hazard or risk of life, limb or health of any **person** on or about the **property**, and includes a structurally sound condition.

"Sewage" means water-carried waste, together with such ground, surface and storm waters as may be present.

"Sewage system" means the **Township's** system of storm sewers, sanitary sewers and combined sewers, or a private sewage disposal system.

"Structure" means anything constructed either permanent or temporary, the use of which requires location on or an attachment to something having location on the ground.

"Tenant" means a person who pays rent or is required to pay rent in return for a right to occupy a **rental unit**.

"Township" means the Corporation of the Township of Puslinch or the land within the geographic limits of the Corporation of the Township of Puslinch as the context requires.

"Unsafe condition" means any condition that poses or constitutes an undue or unreasonable hazard or risk to life, limb or health of any **person** on or about the **property**.

"Vacant building" means any **building or accessory building** that is or appears to be vacant, partially vacant, or unoccupied, or that, by reason of its unfinished or dilapidated condition, is open to the elements and in a state that there is little to no control over unauthorized entry, but does not include:

- (a) a **dwelling unit** occupied by the **owner** on a seasonal basis but otherwise maintained throughout the year;
- (b) a **building or accessory building** on **property** used for farming purposes, except a **dwelling unit**.

"Vacant property" means a **property** that does not have a **building or accessory building**.

"Waste" includes any debris, rubbish, refuse, sewage, effluent, garbage, brush, ashes, litter, wrappings, salvage, vehicle parts, discarded material or things, broken or dismantled things, or materials or things exposed to the elements, deteriorating or decaying on a **property** due to exposure to the weather.

"Yard" means the land within the boundary lines of a **property** not occupied by a principal building in Residential Zones and means the Required Yard as defined in the Zoning Bylaw for all other zones.

4.0 EXTERIOR PROPERTY AREAS – GENERAL REQUIREMENTS

4.1 **Exterior Property Areas** shall be free from:

- (a) **waste**;
- (b) injurious insects, termites, rodents, vermin and other pests and any condition that may promote an infestation except in a **Naturalized Area** and areas meeting the definition of **Agricultural Use** in accordance with Section 1.5 and 1.6 of this By-law;
- (c) excessive growth of weeds and grass exceeding 12 inches in height, except in a **Naturalized Area** and areas meeting the definition of **Agricultural Use** in accordance with Section 1.5 and 1.6 of this By-law;
- (d) dead, decayed, or damaged trees, or other natural growth and the branches and limbs thereof which create an **unsafe condition** for abutting land owners;
- (e) wrecked, dismantled, derelict, inoperative, discarded, unused or an unlicensed vehicle or trailer, except in an establishment licensed or authorized to conduct and operate such a business in accordance with any other by-laws, and then only in an arrangement such as to prevent an **unsafe condition** or an unsightly condition and screened from view from an adjacent **property**;
- (f) wrecked, dismantled, derelict, inoperative, discarded or unused **boat** and any component parts thereof, except in an establishment licensed or authorized to conduct and operate such a business, and then only in an arrangement such as to prevent an **unsafe condition** or an unsightly condition and screened from view from an adjacent **property**;

- (g) machinery or any parts thereof, or other objects or parts thereof, or accumulations of material or conditions that create an **unsafe condition** or an unsightly condition out of character with the surrounding environment;
- (h) dilapidated or collapsed **building** or **accessory building** and any unprotected well or other **unsafe condition** or unsightly condition out of character with the surrounding environment;
- (i) stagnant water except in a **Naturalized Area**;
- (j) accumulation of animal excrement, except in connection with a lawful agricultural use on a **property**.

4.2 Suitable **ground cover** shall be provided to prevent erosion of the soil.

4.3 Hedges, plantings, trees or other landscaping including lighting, required by the **Township** as a condition of site development or redevelopment, shall be maintained in a living condition or shall be replaced with equivalent landscaping or lighting, so as to carry out its intended function and maintain an attractive appearance.

4.4 An abandoned or unused well, septic tank or a hole on a **property** shall be filled or safely covered and protected.

5.0 DRAINAGE

5.1 All catch basins, swales and ditches shall be maintained so as to not impede the natural flow of water.

5.2 The storm water run-off from all downspouts of impervious surfaces shall be contained within the limits of the **property** from which it originates until absorbed by the soil or drained

to a storm sewer, or to a natural or artificially-created swale, ditch or watercourse.

- 5.3 No water shall be drained from a swimming pool, pond or other waterholding device on to abutting properties.

6.0 HEALTH

- 6.1 All **sewage** shall be discharged into an approved **sewage system**.

7.0 BUFFERING

- 7.1 **Property** which, because of its use or occupancy, or for other reasons is required to be buffered shall:

- (a) maintain an effective barrier to prevent lighting and vehicle headlights from shining directly into a **dwelling unit**;
- (b) maintain an effective barrier to prevent wind-blown **waste** from encroaching on an adjacent **property**;
- (c) maintain a visual screen, to minimize the visual impact of a nuisance to a **person** who owns or occupies an adjacent **property**.

8.0 RETAINING WALLS

- 8.1 A **retaining wall** shall be maintained in good **repair** and free from accident hazards.

- 8.2 Without restricting the generality of section 8.1 the maintenance of a **retaining wall** may include:

- (a) redesigning, **repairing** or replacing all deteriorated, damaged, misaligned or missing portions of the wall, or railings and **guards** appurtenant thereto;
- (b) installing subsoil drains where required to maintain the stability of the **retaining wall**;
- (c) grouting masonry cracks;
- (d) applying a coat of paint or equivalent preservative to all metal or wooden exposed components.
- (e) where a retaining wall in excess of 600 mm (24 inches) forms part or is adjacent to a means of egress, a guard shall be provided unless access is restricted to the retaining wall.

9.0 SUPPLEMENTARY STANDARDS FOR RESIDENTIAL RENTAL PROPERTIES

9.1 GENERAL

9.1.1 The following additional standards shall only apply to a residential rental property:

a) Subject to the tenant's responsibility for ordinary cleanliness of the residential rental property, the landlord shall provide such facilities and take such action to ensure that the residential rental property is:

- I. Safe
- II. Clean
- III. In a state of good repair
- IV. Fit for habitation; and,
- V. Free from accumulations of snow and ice;

b) The landlord shall maintain, in a state of good repair and in a clean, safe condition, any facilities supplied by the landlord and all common areas intended for the use of tenants.

9.1.2 All repairs and maintenance of property required by the standards prescribed in this part shall be carried out in a manner accepted as good craftsmanship in the trade concerned and with materials suitable and sufficient for the purpose.

9.1.3 Unless otherwise specified, the landlord, and not the tenant, shall be responsible for ensuring that all of the provisions of this part are being complied with.

9.2.0 RECREATIONAL FACILITIES, LAUNDRY FACILITIES ROOMS AND AREAS

9.2.1 A recreational facility, laundry facility, mail collection area including mailboxes, room or area and the equipment and appliances provided in connection therewith shall be:

- (a) maintained in an operable and usable condition;
- (b) maintained in a **safe condition**;
- (c) with the exception of an outdoor recreational facility, maintained in a clean condition.

9.3.0 HEATING, HEATING SYSTEMS, CHIMNEYS, VENTS AND FUEL BURNING APPLIANCES

9.3.1 Every **building** containing an occupied **dwelling unit** or **habitable room** shall be provided with suitable heating facilities capable of maintaining an indoor ambient temperature of 21 degrees Celsius between the 15th day of September to the 1st day of June the following year. A heating system shall be maintained in good working

condition so as to be capable of safely heating the **dwelling unit** or **habitable room** to the required standard.

- 9.3.2 No rental **dwelling unit** shall be equipped with portable heating equipment as a primary source of heat.
- 9.3.3 A fuel burning appliance shall:
- (a) have ample air supply to permit combustion to occur with optimum oxygen available;
 - (b) be located in such a manner as to prevent impediment to the free movement of a **person** and the overheating of adjacent materials and equipment;
 - (c) have **guards** where necessary to minimize the risk of an accident.
- 9.3.4 Where a heating system or part thereof requires solid or liquid fuel to operate, a place or receptacle for such fuel shall be provided and maintained in a **safe condition** and location so as to be free from fire or accident hazard.
- 9.3.5 A fuel burning appliance, equipment and accessories shall be properly vented to the outside air by means of a smoke pipe, vent pipe, chimney flue or other approved method and as may be required by the ***Building Code Act***.
- 9.3.6 Every chimney, smoke-pipe, flue and vent shall be maintained in a good state of **repair** so as to prevent the escape of smoke, fumes or gases from entering a **building**. Maintenance may include the removal of obstructions, sealing open joints, and the **repair** of loose or broken masonry units.
- 9.3.7 Every chimney, smoke-pipe, flue and vent shall be maintained in a good state of **repair** so as to prevent the

heating of adjacent combustible material or structural members to unsafe temperatures.

9.4.0 AIR CONDITIONING

9.4.1 An air conditioner shall be equipped with adequate devices for the prevention of condensation drainage on to entrance areas, sidewalks or pathways and shall be maintained in a safe mechanical and electrical condition.

9.4.2 Cooling water from water-cooled equipment shall not be discharged on a driveway, walkway or other areas used for pedestrian or vehicular traffic, or in such a manner that it may cause damage to a wall, foundation or part of a **building** or **accessory building**.

9.4.3 The discharge of cooling water from water-cooled equipment shall be made to a proper drainage system and shall be connected in accordance with all applicable government regulations.

9.5.0 INTERIOR LIGHTING

9.5.1 Interior lighting standards and fixtures shall comply with the requirements of section 10.

9.6.0 VENTILATION

9.6.1 Sufficient ventilation shall be provided to all areas of a **building** or an **accessory building** so as to prevent accumulations of heat, dust, vapours, odours, carbon monoxide and other gases likely to create a potential **unsafe condition** or to become a nuisance.

9.6.2 A kitchen, bathroom, shower room and toilet room shall be provided with adequate natural or artificial means of ventilation.

- 9.6.3 An enclosed area of a **building** or an **accessory building** including a **basement** and an attic shall be adequately ventilated.
- 9.6.4 A system of mechanical ventilation shall be maintained in good working order.
- 9.7.0 PLUMBING
- 9.7.1 A **dwelling unit** shall be provided with an adequate supply of potable running water from a source approved by the Medical Officer of Health and/or the Chief Building Official of the **Township**.
- 9.7.2 A washbasin, bathtub or shower, and one kitchen sink in a **dwelling unit** shall be equipped with an adequate supply of hot and cold running water. All hot water shall be supplied at a minimum of 43 degrees Celsius and a maximum of 49 degrees Celsius.
- 9.7.3 A fixture shall be of such materials, construction and design as will ensure that the exposed surface of all parts are hard, smooth, impervious to hot and cold water, readily accessible for cleansing and free from blemishes, cracks, stains or other defects that may harbor germs or impede thorough cleansing.
- 9.7.4 All plumbing, including drains, water supply pipes, water closets and other plumbing fixtures shall be maintained in good working order free of leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing.
- 9.7.5 All plumbing fixtures in every **building** or **accessory building** shall discharge the water, liquids or sewage into drainage piping, which shall be connected to a **sewage system** approved by the authority having jurisdiction.

9.7.6 All toilet facilities, sanitary conveniences and washing facilities shall be maintained:

- (a) in good working order;
- (b) in a clean and sanitary condition;
- (c) and supplied with hot and cold running water, with cold water connection only to toilets and urinals;
- (d) and connected to the drainage system.

9.8.0 KITCHEN

9.8.1 A **dwelling unit** shall contain a kitchen area equipped with:

- (a) one sink surrounded by a surface that is impervious to grease and water;
- (b) a suitable storage area;
- (c) a counter or work area, exclusive of the sink and covered with a material that is impervious to moisture and grease and is easily cleanable;
- (d) a space provided for cooking and refrigeration appliances including suitable electrical or gas connections.

9.8.2 A cooking appliance and a refrigeration appliance shall be maintained in a good state of **repair** and operating condition.

9.9.0 BATHROOM

9.9.1 A **dwelling unit** shall contain a bathroom consisting of at least one fully operational toilet, washbasin, and a bathtub or suitable shower unit.

- 9.9.2 A bathroom and a toilet shall be located within and accessible from within the **dwelling unit**.
- 9.9.3 Where a toilet or bathroom facility is shared by occupants of a residential accommodation, other than a self contained **dwelling unit**, an appropriate entrance shall be provided from a common passageway, hallway, corridor or other common space to the room or rooms containing the said facility.
- 9.9.4 Every wall surrounding a shower shall be of impervious material and shall be maintained in a good state of **repair**.
- 9.9.5 A bathroom as required by section 9.9.1 shall be located in a room used for no other purpose and provided with a door capable of being locked from the inside and opened from the outside in an emergency.
- 9.10.0 FLOORS
- 9.10.1 A floor shall be smooth, level and maintained so as to be free of all loose, warped, protruding, broken or rotted boards that may create an **unsafe condition** or surface. A defective floor shall be **repaired** or replaced.
- 9.10.2 Where a floor covering has become worn or torn so that it retains dirt or may create an **unsafe condition**, the floor covering shall be **repaired** or replaced.
- 9.10.3 A bathroom, kitchen and shower room shall have a floor covering of water-resistant material and be capable of being cleaned.
- 9.11.0 ELECTRICAL SERVICE

- 9.11.1 A **dwelling** and **dwelling unit** shall be wired for electricity and shall be connected to an approved electrical supply system.
- 9.11.2 The capacity of the connection to a **building** or **accessory building** and the system of circuits distributing the electrical supply of the **building** or **accessory building** shall be adequate for the use and intended use.
- 9.11.3 Electrical wiring, cords, circuits, fuses, circuit breakers, electrical equipment and electrical heating systems shall be maintained in good working order, free from fire and accident hazards.
- 9.12.0 DISCONNECTED UTILITIES
- 9.12.1 An **owner** of a residential **building** or any **person** acting on behalf of such **owner** shall not disconnect or cause to be disconnected any service or utility supplying heat, electricity, gas, refrigeration or water to a **dwelling unit** and **habitable room** occupied by a tenant or lessee, except for such reasonable period of time as may be necessary for the purpose of **repairing**, replacing or otherwise altering said service or utility.
- 9.13.0 INTERIOR WINDOWS, DOORS, SURFACES, FLOORS AND STAIRS
- 9.13.1 Interior windows, doors, surfaces, floors and stairs shall be maintained:
- (a) in a clean, odour free and sanitary condition, reasonable for the normal use or occupancy of the room, passageway, enclosure or space;
 - (b) in good working order and good state of **repair**, free from holes, loose, broken, warped, torn, damaged or decayed boards or materials;

- (c) free from depressions, protrusions, deterioration or other defects which could create an **unsafe condition** or which are out of character with the normal use of the area in which such defect occurs;
- (d) so as to afford the fire resistive properties and other protection for which they shall be designed; and
- (e) free of any graffiti, markings, stains or other defacement.

9.13.2 Interior windows and doors shall also comply with the requirements of section 19.

9.14.0 INTERIOR STRUCTURE – COLUMNS AND BEAMS

9.14.1 A **building** and an **accessory building** and all structural components, including but not limited to all joists, beams, studding, and roof rafters, shall be maintained with material adequate for the load to which they are subjected to.

9.15.0 WALLS-CEILINGS

9.15.1 Every interior surface and finish of walls and ceilings shall be maintained:

- (a) in good state of **repair**, a surface which is reasonably smooth, clean, tight and easily cleaned;
- (b) free of holes, cracks, loose plaster or other material;
- (c) in a **safe condition**;
- (d) so as to possess the fire resistant properties required by the **Building Code Act** and the *Fire Protection and Prevention Act*, as amended.

9.16.0 ELEVATORS

9.16.1 An elevator, an elevating device, dumb-waiters, hoists, escalators, incline lifts including all parts, lighting fixtures, lamps, elevator buttons, floor indicators and ventilation fans shall be maintained in good state of **repair**, operable and in a **safe condition**.

10.0 LIGHTING STANDARDS AND FIXTURES

10.1 Lighting standards and fixtures shall be kept in a **safe condition**, in good working order and in good visual condition.

11.0 FENCES

11.1 A **fence** on a **property** separating adjoining **property** shall:

- (a) be in a structurally sound condition and plumb, unless specifically designed to be other than vertical;
- (b) be maintained in a good state of **repair** and free of accident hazards;
- (c) not present an unsightly appearance.

11.2 Without restricting the generality of section 11.1 the maintenance of a **fence** may include:

- (a) protecting by paint, treated with a preservative or other weather resistant material unless the aesthetic characteristics of the **fence** are enhanced by the lack of such treatment.

12.0 WALKWAYS, DRIVEWAYS, RAMPS, PARKING AREAS AND LANDINGS

- 12.1 A parking area, driveway, walkway and other similar public access areas of an **exterior property area** shall be kept clean and free from **waste**, objects or conditions that may create an **unsafe condition**, health, fire, accident hazard or unsightly condition.
- 12.2 An **owner** shall cause any snow disposal site or snow storage site on a **property** to be:
- (a) maintained so as not to cause a hazard on the **property**; and
 - (b) maintained in such a manner and location on the **property** so as to prevent a hazard, flooding, erosion and other damage to a neighbouring **property**.
- 13.0 BUILDINGS AND ACCESSORY BUILDINGS
STRUCTURAL ADEQUACY - CAPACITY
- 13.1 All **repairs** and maintenance of **property** required by the standards prescribed in this By-law shall be carried out in a manner accepted as good workmanship in the trades concerned and with materials suitable and sufficient for that purpose.
- 13.2 Every part of a **building** or **accessory building** shall be maintained in good **repair** and in a structurally sound condition so as:
- (a) to be capable of sustaining safely its own weight, and any additional load to which it may normally be subjected to;
 - (b) to be capable of safely accommodating all normal structural movements without damage, decay or deterioration;

- (c) to prevent the entry of moisture that would contribute to damage, fungus growth, decay or deterioration;
- (d) to be capable of safely and adequately performing its function subject to all reasonable serviceability requirements.

13.3 The abating of an **unsafe condition** may include:

- (a) the provision or **repair** of stairs, balustrades, railings, **guards** and screens so as to minimize the risk of accident;
- (b) the elimination of other conditions which, in themselves are a hazard to life or which risk serious injury to **persons** normally in or about the subject **building, accessory building**, room, suite of rooms or space;
- (c) the installation of a handrail in conjunction with every set of stairs containing three (3) or more risers and such handrail shall be adequately secured and maintained in a good state of **repair**.

14.0 HEALTH AND WASTE

14.1 A **building** and **accessory building** on a **property** shall be kept free of mould, **waste** and pests, such as rodents, vermin, termites and injurious insects and any condition that may promote an infestation.

14.2 In a **dwelling unit**, sufficient rooms, containers and receptacles shall be maintained to safely contain all **waste**, which shall not be allowed to accumulate but shall be removed or made available for removal in accordance with any applicable by-laws.

- 14.3 An external container and receptacle shall be screened from view and shall be provided with a cover so that the material contained therein is not exposed to injurious insects, termites, rodents, vermin or other pests.
- 14.4 Every **building** and **accessory building** shall be provided with sufficient proper receptacles to contain all **waste**, which accumulates on the **property**, and such **waste** shall be placed for collection in proper receptacles in compliance with applicable laws.
- 14.5 A receptacle for **waste** shall be:
- (a) provided with a tight fitting cover;
 - (b) maintained in good working condition and order without holes or spillage; and
 - (c) closed, or emptied, rinsed and cleaned when not in use, to prevent the escape of offensive odour or **waste**.
- 14.6 Garbage chutes, disposal and collection rooms shall be:
- (a) washed down and disinfected as necessary so as to maintain a clean and odour free condition; and
 - (b) maintained in good working order.
- 14.7 Injurious insects, termites, vermin, rodents and other pests shall be exterminated and appropriate measures shall be taken to prevent their re-entry to a **building** or **accessory building** on a **property**.
- 14.8 In a **dwelling**, openings in the exterior walls or roof shall be fitted and maintained to protect all habitable space from water and weather entry, and to make such space free from drafts.

- 14.9 No portion of a **dwelling** shall be used for human habitation unless:
- (a) the floors, walls and ceiling areas are watertight and free from dampness and mould at all times;
 - (b) the total window area, the total **openable area** for natural ventilation and the ceiling height are in accordance with the provisions of the **Building Code Act** or, alternatively, reventilation and/or mechanical ventilation is provided as prescribed by the **Building Code Act**;
 - (c) the required minimum window area of every **habitable room** is entirely above the grade of the ground adjoining such window area, or the top of the window well, whichever is the higher elevation.

15.0 COMPOST

- 15.1 **Compost** on a **property** shall be maintained in a composter or an open **compost** pile that is not larger than 2.0 square metres (21.5 square feet) in area and 1.0 metre (39 inches) in height.
- 15.2 A composter or an open **compost** pile shall be kept free of pests, such as rodents, vermin, termites and injurious insects and any condition that may promote an infestation.

16.0 HERITAGE PROPERTIES

- 16.1 In addition, to all other standards prescribed by this By-law, an owner of a **Heritage Property** shall:
- (a) protect, maintain and stabilize a **heritage attribute** so as to preserve the existing materials;

(b) in the conduct of a repair use only materials that match the form and detailing of the original elements of the **heritage attribute**; and

(c) be repaired using only recognized conservation methods.

17.0 **FOUNDATIONS**

17.1 A foundation of a **building** or an **accessory building** shall be maintained in good state of **repair** so as to prevent settlement detrimental to the appearance of the **building** or **accessory building**, or the entrance of moisture, vermin, termites, insects or rodents into the **building** or **accessory building**.

17.2 Without limiting the generality of section 17.1, the maintenance of a foundation may include:

- (a) the jacking-up, underpinning or shoring of the foundation where necessary;
- (b) the extension of footings and foundations below grade or regrading to provide adequate frost cover;
- (c) installing subsoil drains at the footing where such would be beneficial;
- (d) the grouting of masonry cracks;
- (e) waterproofing the wall and joints;
- (f) the carrying out of such other work as may be required to overcome any existing settlement detrimental to the appearance of the **building** or **accessory building**;

- (g) **repairing** or replacing decayed, damaged or weakened sills, piers, posts or other supports;
- (h) making sills, piers, posts or other supports insect-proof by the application of suitable materials; and
- (i) coating with a preservative.

18.0 EXTERIOR WALLS, COLUMNS AND BEAMS

18.1 The components of an exterior wall of a **building** or an **accessory building** shall be maintained:

- (a) in good state of **repair** and in a **safe condition**;
- (b) weather tight;
- (c) free from loose or unsecured objects or materials;
- (d) so as to prevent the entrance of insects, termites, vermin, rodents or other animals;
- (e) so as to prevent deterioration due to weather, insects, vermin, termites, rodents and other animals; and
- (f) so as to prevent deterioration detrimental to the appearance of the **building** or an **accessory building**.

18.2 Without restricting the generality of section 18.1, the maintenance of an exterior wall of a **building** or an **accessory building** may include:

- (a) the applying of materials to preserve all exterior wood and metal work or other materials not inherently resistant to weathering;

- (b) the applying of materials to improve or maintain a pleasant and satisfying appearance at least commensurate with that of the neighbourhood;
- (c) the restoring, **repairing** or replacing of:
 - i) the wall;
 - ii) the masonry units and mortar;
 - iii) the stucco, shingles or other cladding;
 - iv) the coping; and
 - v) the flashing and waterproofing of the wall and joint.

18.3 Exterior columns and beams and any decorative trim shall be maintained in a good state of **repair** and in a **safe condition**. Where necessary, such columns, beams and trim shall be restored, **repaired** or replaced and suitably protected or treated against weathering, so as to prevent or remedy deterioration detrimental to the appearance of the **building** or **accessory building**.

19.0 EXTERIOR DOORS, WINDOWS AND OTHER OPENINGS – CANOPIES-MARQUEES-AWNINGS

19.1 Shutters, windows, doors, hatchways and other exterior openings in a **building** or an **accessory building** shall be kept weather tight, draft free, and in good state of **repair** and working order.

19.2 Without restricting the generality of section 19.1, the maintenance of a shutter, window, door, hatchway and other exterior opening may include:

- (a) painting or the applying of a similarly effective preservative;
- (b) the **repair**, replacement or renewing of damaged, decaying, missing or defective:

- i) doors;
- ii) door frames and casings;
- iii) windows and window sashes;
- iv) window frames and casings;
- v) shutters;
- vi) screens;

(c) refitting doors, windows, shutters or screens;

(d) reglazing or fitting with an translucent substitute;

(e) rescreening;

(f) using other approved means of weatherproofing where the opening is used or required for ventilation or illumination and is not protected by a window, door or similar closure:

- i) screening with wire mesh, metal grills or other equivalent durable material; or
- ii) other protection so as to effectively prevent the entry of insects, termites, rodents, vermin or other animals.

19.3 Glazed doors, windows and other transparent surfaces shall be kept clean so as to permit unimpeded visibility and unrestricted passage of light.

19.4 A window in a **dwelling unit** that can be or is required by the standards to be openable shall be provided with screening to effectively prevent the entry of insects.

19.5 Nothing in this section shall be construed as preventing doors, windows and other openings in an unoccupied **building** or **accessory building** from being protected from damage or to prevent entry, for such time as determined by section 23.

- 19.6 A canopy, marquee or awning shall be properly anchored so as to be kept in a **safe condition** and shall be protected from decay and rust by a periodic application of weathercoating material.
- 19.7 A **building** shall have a safe, continuous and unobstructed passage from the interior to an exit or the outside of the **building** at street or grade level.
- 19.8 A door that facilitates access to or egress from a **dwelling unit** shall be equipped with locks, and shall be maintained in a good state of **repair** and in an operating condition.
- 20.0 EXTERIOR STAIRS, VERANDAS, PORCHES, DECKS, LOADING DOCKS, BALCONIES AND FIRE ESCAPES
- 20.1 An exterior stair, veranda, porch, deck, loading dock, balcony, fire escapes and every appurtenance attached thereto shall be maintained, reconstructed or **repaired** so as to be safe to use and capable of supporting the loads to which it may be subjected, as specified in the **Building Code Act**, and shall be kept in **safe condition** and good state of **repair**, free of all accident hazards and other deterioration or objects detrimental to the appearance of the **building** or **accessory building**.
- 20.2 Without restricting the generality of section 20.1, the maintenance, reconstructing or **repairing** of an exterior stair, veranda, porch, deck, loading dock, balcony and fire escape may include:
- (a) **repairing** or replacing treads, risers or floors that show excessive wear or are broken, warped, loose or otherwise defective;

- (b) **repairing**, renewing or supporting structural members that are rotted, deteriorated or loose;
- (c) providing, **repairing** or renewing **guard** rails, railings and balustrades; and
- (d) painting or the applying of an equivalent preservative.

20.3 Exterior stairs and fire escapes shall be kept free from ice and snow.

21.0 ROOFS AND ROOF STRUCTURES

21.1 A roof, roof deck, roof structures including solar energy panels, wind generators and related **guards** of a **building** or **accessory building** shall be:

- (a) weather tight and free from leaks;
- (b) free from loose or unsecured or unsafe objects and materials;
- (c) free from accident hazards;
- (d) free from dangerous accumulation of ice and snow;
- (e) kept in a good state of **repair** and in a **safe condition**;
- (f) free from other unsightly objects and conditions detrimental to the appearance of the **building** or **accessory building**.

21.2 An eaves trough, roof gutter and downpipe shall be kept:

- (a) in good **repair**;

- (b) in good working order;
- (c) water tight and free from leaks;
- (d) free from accident hazards;
- (e) protected by painting or the applying of other equivalent preservative.

21.3 Chimneys, smoke or vent stacks and other roof structures shall be maintained plumb and in good state of **repair** and shall be:

- (a) free from loose bricks, mortar and loose or broken capping;
- (b) free from loose or rusted stanchions, guy wires, braces and attachments;
- (c) free from any accident hazard;
- (d) free from the entrance of smoke or gases into a **building** or **accessory building**;
- (e) free from the heating of adjacent combustible materials, walls and structural members to unsafe temperatures;
- (f) weather tight and free from leaks;
- (g) free from unsightly objects and conditions detrimental to the appearance of the **building** or **accessory building**.

22.0 EXTERIOR MAINTENANCE

- 22.1 All exterior surfaces that have been previously painted, stained, varnished or which have received other similar protective finishes shall be maintained without visible deterioration from the original finish, or shall be suitably refinished by application of an equivalent preservative.
- 22.2 Appropriate measures shall be taken to remove any graffiti, markings, stains or other defacement, occurring on the exposed finished exterior surfaces and, where necessary, to restore the exterior surface and adjacent areas to, as near as possible, to its appearance before the markings, stains or defacement occurred.
- 22.3 In the event of fire or other disaster, measures shall be taken as soon as possible to make the damaged **building** or **accessory building** compatible with its environment. Without restricting the generality of the foregoing, such measures include:
- (a) making the **building** or **accessory building** safe;
 - (b) **repairing** of damaged surfaces exposed to view;
 - (c) cleaning any damaged surfaces exposed to view;
 - (d) refinishing so as to be in harmony with adjoining undamaged surfaces.
- 22.4 In the event the **building** or **accessory building** is beyond **repair**, the **property** shall be cleared of all remains and left in a graded level and tidy condition.
- 23.0 VACANT PROPERTY AND VACANT BUILDINGS –
ADDITIONAL STANDARDS

- 23.1 **Vacant property** shall be kept clear of all **waste** and other materials and equipment not otherwise permitted by the zoning by-law.
- 23.2 A **vacant building** shall:
- (a) be secured against unauthorized entry;
 - (b) be protected against the risk of fire, accident, or other danger.
- 23.3 Where a **vacant building** has been vacant for at least sixty (60) consecutive days, a **Property Standards Officer** who reasonably believes that a **vacant building** poses a risk to safety may, in writing, require the **Owner** of a **vacant building** to do any one or more of the following, within the timeframe specified by the **Property Standards Officer**:
- (a) install security measures or devices to the satisfaction of the **Property Standards Officer**, and such measures may include boarding of doors, windows, or other openings; or
 - (b) do any work or **repairs** which, in the opinion of the **Property Standards Officer**, are necessary to secure a **vacant building** from unauthorized entry or protect a **vacant building** against the risk of fire, accident, or other danger.
- 23.4 Where a **vacant building** is boarded or required to be boarded:
- (a) boarding materials shall be installed and maintained in good order;
 - (b) boarding materials shall be installed to exclude precipitation and wind from entering the **vacant building**, and to secure the **vacant building** from

unauthorized entry, and shall be installed within the reveal of the opening frame or cladding, where feasible;

- (c) unless inherently resistant to deterioration, boarding materials shall be treated with a protective coating of paint or equivalent weather resistant material;
- (d) boarding materials shall be selected, coated, coloured, and installed to match surrounding door/window frames and exterior wall finishes.

23.5 Where a **vacant building** remains vacant for more than ninety (90) consecutive days, the **Owner** shall ensure that all utilities serving the **vacant building** are properly disconnected, terminated, or capped, unless such utilities are necessary for the safety or security of the **vacant building**, or unless such utilities are otherwise required by law to remain connected.

23.6 When openings in a **vacant building** previously boarded or secured become unsecured, such openings shall be secured again, and as determined by the **Property Standards Officer** may require the use of materials and fasteners of greater strength, installed in such a manner to deter their removal or destruction.

23.7 Where a **vacant building** has remained vacant or unoccupied for a period of two (2) years and continues in a state of disrepair and deterioration, a **Property Standards Officer** may issue an order to remove all previously installed boarding from windows and doors and to **repair** the **vacant building** in compliance with the standards set out in this By-law.

24.0 ADMINISTRATION AND ENFORCEMENT

- 24.1 A **Property Standards Officer** is responsible for the administration and enforcement of this By-law.
- 24.2 A **Property Standards Officer** may, upon producing proper identification, enter upon any **property** at any reasonable time without a warrant for the purpose of inspecting the **property** to determine,
- (a) whether the **property** conforms with the standards prescribed in this by-law;
 - (b) whether an order made under this by-law and the ***Building Code Act*** has been complied with.
- 24.3 Despite section 24.2, a **Property Standards Officer** shall not enter or remain in any room or place actually being used as a **dwelling** unless,
- (a) the consent of the **occupant** is obtained, the **occupant** first having been informed that the right of entry may be refused and entry made only under the authority of a warrant issued under the ***Building Code Act***;
 - (b) a warrant issued under the ***Building Code Act*** is obtained;
 - (c) the delay necessary to obtain a warrant or the consent of the **occupant** would result in an immediate danger to the health or safety of any **person**;
 - (d) the entry is necessary to terminate a danger under subsection 15.7 (3) or 15.10 (3) of the ***Building Code Act***; or
 - (e) the requirements of section 24.4 are met and the entry is necessary to remove an **unsafe condition** under clause 15.9 (6) (b) of the ***Building Code Act*** or

to **repair** or demolish under subsection 15.4(1) of the ***Building Code Act***.

24.4 Within a reasonable time before entering the room or place for a purpose described in section 24.3 (e), the **Officer** shall serve the **occupant** with notice of his or her intention to enter it.

24.5 A **Property Standards Officer** for the purposes of an inspection has all the powers as provided for in section 15.8(1) of the ***Building Code Act***.

25.0 ORDERS AND COMPLIANCE

25.1 An **owner** of **property** shall comply with the standards and requirements prescribed in this By-law.

25.2 Every **Property Standards Officer** who finds that a **property** does not conform with any of the standards of this By-law, may make an order pursuant to the provisions of Section 15.2 of the ***Building Code Act***:

- (a) requiring the **property** that does not conform with the standards to be **repaired** and maintained to conform with the standards; or
- (b) requiring that the site be cleared of all **buildings** or **accessory buildings, structures**, debris or refuse and left in a graded and leveled condition.

25.3 Every **owner** of **property** shall comply with an order made pursuant to this By-law and the ***Building Code Act*** requiring compliance as confirmed or modified. If an order of a **Property Standards Officer** is not complied with in accordance with the order as deemed confirmed or as confirmed or modified by the **Committee** or a judge, the **Township** may cause the **property** to be **repaired** or demolished accordingly.

- 25.4 Where any **person** fails to comply with an order issued, the **Township** may enter and cause the required work to be done at the cost of the **person**. The cost of such work may be recovered by action or by adding the costs to the tax roll and collecting the costs in the same manner as property taxes.
- 26.0 APPEAL OF ORDER
- 26.1 An **owner** who has been served with an order made under this By-law and **Building Code Act** and who is not satisfied with the terms or conditions of the order may appeal to the **Committee** by sending a notice of appeal by registered mail to the secretary of the **Committee** within 14 days after being served with the order.
- 26.2 An order that is not appealed within the time referred to in Section 26.1 shall be deemed to be confirmed.
- 26.3 The **Committee** shall hear the appeal.
- 26.4 On an appeal, the **Committee** has all the powers and functions of the **Property Standards Officer** who made the order and the **Committee** may do any of the following things if, in the **Committee's** opinion, doing so would maintain the general intent and purpose of the by-law and of the official plan or policy statement:
- (a) Confirm, modify or rescind the order to demolish or **repair**;
 - (b) Extend the time for complying with the order.
- 26.5 The **Township** in which the **property** is situate or any **owner** or **person** affected by a decision under this section may appeal to the Superior Court of Justice by notifying the

Clerk of the **Township** in writing and by applying to the court within 14 days after a copy of the decision is sent.

26.6 The Superior Court of Justice shall appoint, in writing, a time and place for the hearing of the appeal and may direct in the appointment the matter in which and the **persons** upon whom the appointment is to be served.

26.7 On the appeal, the judge has the same powers and functions as the **Committee**.

26.8 An order that is deemed to be confirmed under section 26.2 or that is confirmed or modified by the **Committee** under section 26.3 or a judge under section 26.7, as the case may be, shall be final and binding upon the **owner** who shall carry out the **repair** or demolition within the time and in the manner specified in the order.

27.0 POWER OF TOWNSHIP TO REPAIR AND DEMOLISH

27.1 If an order is not complied with in accordance with the order as deemed confirmed or as confirmed or modified by the **Committee** or a judge, the **Township** in accordance with section 15.4 of the **Building Code Act** may cause the **property** to be **repaired** or demolished.

27.2 Where an order is not complied with and the **Township** has caused the property to be **repaired** or demolished, the **Township** has priority lien status in accordance with section 1 of the *Municipal Act, 2001, as amended*, on the **property** for the amount spent on the **repair** or demolition and the amount may be added to the tax roll by the Treasurer of the **Township** and may be collected in the same manner as taxes on the **property**.

28.0 EMERGENCY ORDERS

28.1 If upon inspection of a **property** an **Property Standards Officer** is satisfied that there is non-conformity with the standards prescribed in this by-law to such extent as to pose an immediate danger to the health or safety of any **person**, the **Property Standards Officer** may make an order in accordance with section 15.7 of the **Building Code Act** containing particulars of the non-conformity and requiring remedial **repairs** or other work to be carried out immediately to terminate the danger.

29.0 CERTIFICATE OF COMPLIANCE

29.1 After inspecting a **property**, a **Property Standards Officer** who is of the opinion that the **property** is in compliance with the standards established in this By-law, may issue a certificate of compliance to the **owner**.

29.2 The prescribed fee set out in the **Township's Fees and Charges By-law** shall be payable prior to the issuance of a certificate of compliance where it is issued at the request of the **owner**.

30.0 PENALTY

30.1 Every **owner** who fails to comply with an order, as confirmed, any other order, a direction or a requirement made under this By-law is guilty of an offence under Section 36.(1) of the **Building Code Act** and is liable to a penalty or penalties as set out in Section 36 of the **Building Code Act**.

31.0 PROPERTY STANDARDS COMMITTEE

31.1 A **Committee** is hereby established in accordance with the **Building Code Act**.

31.2 The **Committee** shall be composed of such persons, not fewer than three (3), as **Council** considers advisable.

31.3 The **Committee** shall hold office for the term of **Council** or until such time as successors are appointed.

32.0 EXEMPTIONS

32.1 This By-law does not apply to lands on which construction is actively proceeding in accordance with a permit issued pursuant to the *Building Code Act*.

32.2 This By-law does not apply so as to prevent a farm, meeting the definition of "agricultural operation" under the *Farming and Food Production Protection Act, 1998, S.O. 1998 c.1*, from carrying out a normal farm practice as provided for and defined under that Act.

33.0 VALIDITY

33.1 If any section, subsection, paragraph, sentence, clause, or provision of this By-Law be declared by a Court of competent jurisdiction to be invalid, illegal or ultra vires for any reason, all other provisions of this By-Law shall remain and continue in full force and effect and shall remain valid and binding.

READ A FIRST, AND SECOND TIME THIS 15th DAY OF JULY, 2020.

James Seeley, Mayor

Glenn Schwendinger, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 035-2020

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its Regular Council meeting held on July 15, 2020.

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 Council meeting held on July 15, 2020 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 15th DAY OF JULY, 2020.

James Seeley, Mayor

Glenn Schwendinger, CAO/Clerk