

# **Township of Havelock-Belmont-Methuen Regular Council Meeting Agenda**

**Date:** Tuesday, September 17, 2024

**Place:** Havelock-Belmont-Methuen Council Chamber  
1 Ottawa Street East  
Havelock ON K0L 1Z0 (Limited Seating)

and

Video Conference  
Various Remote Locations  
Township of Havelock-Belmont-Methuen

Note: Meeting will be recorded and uploaded to YouTube

**Time:** 9:30 a.m.

**[Zoom Link: Open Session Council Meeting \(September 17, 2024\) Zoom Invitation](#)**

Meeting ID: 881 3435 7059  
Passcode: 237719

## **Call to Order**

Mayor Martin will call the meeting to order.

## **Land Acknowledgement**

## **Cell Phones**

Everyone in the meeting is asked to turn off their cell phone or place it on vibrate mode.

## **Declaration of Pecuniary Interest and General Nature Thereof**

No written Declarations of Pecuniary Interest were received prior to publication of the agenda.

## **Minutes of Council Meetings**

1. Regular Council Meeting – September 3, 2024

## Public Meeting for Zoning By-law Amendment

**Note to Virtual Guests:** Please keep your video off and microphone muted during the meeting until the Chair invites comments regarding a planning matter.

1. Arya Hejazi, Planning Assistant  
Presented by Elysia Ackroyd – Fotenn Planning + Design  
Re: Zoning By-Law Amendment – Cousins  
Part Lot 23, Concession 8  
56 Fire Route 85R – Methuen Ward. ARN: 1531-010-007-35100

## Committee of Adjustment (Minor Variance Applications)

1. Presented by Elysia Ackroyd – Fotenn Planning + Design  
Re: Shannon Cummins  
421 Fire Route 25  
Part Lot 15, Concession 5, ARN 1531-010-003-32403
2. Presented by Elysia Ackroyd – Fotenn Planning + Design  
Re: Gaye McDonald & Rod Macivor  
812 – Island 27 Jack Lake  
Island 4 Jack Lake, Concession 8, ARN 1531-010-007-72300
3. Presented by Elysia Ackroyd – Fotenn Planning + Design  
Re: Brian and Shannon Tomlinson  
105 Fire Route 75N  
Part Lot 11, Concession 7, ARN 1531-010-009-02500
4. Presented by Elysia Ackroyd – Fotenn Planning + Design  
Re: Michael Walther  
247 Kasshabog Lake Water Access Only (WAO)  
Part Lot 9, Concession 8, ARN 1531-010-009-11200
5. Presented by Elysia Ackroyd – Fotenn Planning + Design  
Re: Kirk Thomas  
9351 County Road 30  
Part Lot 3, Concession 9, ARN 1531-010-001-02100



## Regular Meeting Resumes

### Planning

1. Arya Hejazi, Planning Assistant  
Presented by Elysia Ackroyd – Fotenn Planning + Design  
Re: Creation of New Lot – Application B-67-24 (Steven and Timothy Rye)
2. Travis Toms, Chief Building Official  
Re: Purchase of Unopened Road Allowance (Justyna Wrebel and Ryan Sherratt)
3. Arya Hejazi, Planning Assistant  
Re: Information: Planning Commentary in response to Ambrose Moran delegation

### Delegations and Presentations

1. Amber Coupland, Brad Robinson, Jordan Easton – Ontario Clean Water Agency  
Kyle Horner, Stew Dolstra – Cambium Inc.  
Re: Well #3 Update – Feasibility Study Proposal
2. Diane Mack  
Re: Belmont-Methuen and Havelock Historical Society
3. Pat Patterson  
Re: HBM Community Centre Expansion Project

### Staff Reports for Information

1. Peter Lauesen, Manager of Public Works  
Re: Department Updates – July and August
2. Travis Toms, Chief Building Official  
Re: Building Department Activity Report - July
3. Travis Toms, Chief Building Official  
Re: Building Department Activity Report – August

## **Staff Reports for Follow-up Action**

1. Travis Toms, Chief Building Official  
Re: Appointment of Building Inspector – Kathleen Shepherd
2. Travis Toms, Chief Building Official  
Re: Building By-law Amendment
3. Lionel Towns, Treasurer  
Re: Employee Group Benefit Plan – Renewal November 1, 2024
4. Shari Gottschalk, Economic Development Officer  
Re: Gateway Community Club Roadway Signs

## **Correspondence**

### Action Items

1. Peterborough County Plowmen’s Association  
Re: Request for Donation

### Information Items

1. Ministry of Infrastructure  
Re: Fish Hatchery Road (Fire Route 18)
2. Ministry of Municipal Affairs and Housing  
Re: Provincial Planning Statement

## **Committee Liaison Reports**

1. Jim Martin, Mayor (Verbal)  
Hart Webb, Deputy Mayor (Verbal)  
Re: County Council Update
2. Bob Angione, Chief Administrative Officer/Clerk  
Re: Councillor Activity Report

## **Written or Oral Notice of Motion or Discussion**

None.

## Other Business

1. Bob Angione, Chief Administrative Officer/Clerk  
Re: Other Business

## By-Laws

1. **By-law 2024-067** Being a By-law to amend The Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law in order to change the zoning of certain lands being located in Lot 23, Concession 8, in the Methuen Ward. Assessment Roll No. 1531-010-007-35100 from 'Seasonal Residential' to 'Special District 285-Holding (S.D. 285-H)' in order to permit the redevelopment of a seasonal dwelling; while also introducing certain site specific regulations.  
(Ronald and Betty-Anne Cousins)
2. **By-law 2024-068** Being A By-law to appoint inspectors under the building code act.
3. **By-law 2024-069** Being A By-law to Provide for the Administration and Enforcement of the Building Code Act, 1992, within the Township of Havelock-Belmont-Methuen and to repeal By-law 2023-017 (Building By-law).

## Closed Session

This Closed Session Council Meeting is held under authority of Section 239(2) (b) for personal matters about an identifiable individual, including municipal or local board employees.

## Confirming By-law

A By-law to confirm the proceedings of the Regular Meeting of the Council of the Township of Havelock-Belmont-Methuen held on September 17, 2024.

## Adjournment

Next Regular Meeting  
Tuesday, October 1, at 9:30 a.m.

**Township of Havelock-Belmont-Methuen  
Regular Council Meeting  
Video Conference  
September 3, 2024  
Minutes**

A Regular Meeting of the Council of the Corporation of the Township of Havelock-Belmont-Methuen was held on September 3, 2024 at 9:30 a.m. with Mayor Martin presiding. This meeting was held in a hybrid format that allowed for both in-person and virtual attendance.

**Members in Attendance**

**Council:**

Jim Martin, Mayor  
Hart Webb, Deputy Mayor  
Kathy Clement, Councillor  
Beverly Flagler, Councillor

**Staff:**

Bob Angione, Chief Administrative Officer/Clerk  
Leah Hutton, Acting Deputy Clerk  
Peter Lauesen, Manager of Public Works  
Travis Toms, Chief Building Official  
Josh Storey, Supervisor of Parks, Recreation and Facilities  
Lionel Towns, Treasurer

**Regrets:**

Jerry Doherty, Councillor  
Bianca Boyington, Deputy Clerk

**Call to Order**

Mayor Martin called the Regular meeting to order.

**Land Acknowledgement**

Mayor Martin read the Land Acknowledgement.

## Cell Phones

Mayor Martin asked everyone to turn off their cell phone or place it on vibrate mode.

## Disclosure of Pecuniary Interest

Mayor Martin reminded Council of the requirement to disclose any pecuniary interest and the general nature thereof if the occasion arises.

## Minutes

R-437-24      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Clement

That the minutes of the Regular Council Meeting held on August 15, 2024 be approved and adopted as presented.

Carried.

## Delegations and Presentations

1. Peterborough County  
    Doug Saccoccia, P. Eng, Kyle Darling, C.E.T., Pete Hynes, P.Eng  
    Re: Road Transfer Rationalization Policy Presentation  
    Re: Road Rationalization Policy - Draft

R-438-24      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Clement

That Council receives the County Road Rationalization Policy presentation and further;

That Township Council endorses in principle the County Road Transfer Rationalization Policy.

Carried.

2. Municipal Property Assessment Corporation  
    Sarah Groves – Account Manager  
    Re: Property Assessment and Tax System

R-439-24      Moved by Councillor Clement  
                    Seconded by Councillor Flagler

That the presentation from Sarah Groves from the Municipal Property Assessment Corporation be received for information.

Carried.

3. William Bargent  
Re: Storm Sewers on Highway 7

William Bargent was not in attendance at the meeting. The subject matter of this delegation was referred to staff.

4. Pat Patterson  
Re: Community Centre Expansion Project

Pat Patterson was not in attendance at the meeting. This delegation will be re-scheduled to a future Open Session Regular Council meeting.

### **Staff Reports for Information**

1. Josh Storey, Supervisor of Parks, Recreation & Facilities  
Re: Departmental Update – July and August

R-440-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Clement

That the departmental update from the Supervisor of Parks, Recreation & Facilities be received for information.

Carried.

### **Staff Reports for Follow-up Action**

1. Travis Toms, Chief Building Official  
Re: Tender Award - #BLD-2024-02 – Midsize Pickup Truck

R-441-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Flagler

That staff is hereby authorized to award Tender # BLD-2024-02 for One (1) New 2024 Four Wheel Drive Midsize Pickup Truck to Scott Drummond Motors Limited in the amount of \$57,343.85 (including taxes).

Carried.

2. Peter Lauesen, Manager of Public Works  
Re: Connection to Municipal Water and Sewer System (King St. E.)

R-442-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Clement

That Council approve two (2) connections to the Havelock Water and Sewer System for property located at 21 King St. E.; and further

That all costs associated with the connections be borne by the property owner; and further

That the work be inspected to ensure that all current regulations are adhered to.  
Carried.

3. Peter Lauesen, Manager of Public Works  
Re: 2024/2025 Road Tour

R-443-24 Moved by Councillor Clement  
Seconded by Councillor Flagler

That the 2024/2025 Road Tour be conducted on Tuesday, September 24, 2024 commencing at 9:00 a.m. at the Township Office.  
Carried.

4. Peter Lauesen, Manager of Public Works  
Re: Waste Connections Contract Extension

R-444-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Flagler

That the Waste Connection Contract for garbage collection be extended on a month-to-month basis for a period of up to (1) Year.  
Carried.

5. Lionel Towns, Treasurer  
Re: Funding Options for Ball Diamond (Phase 1)

R-445-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Flagler

That staff is hereby authorized to apply to The Community Sport and Recreation Infrastructure Fund (CSRIF), to support the construction of all phases of the proposed recreation park including: a new softball diamond (phase 1); a second softball diamond and associated auxiliary service buildings (phase 2); and two tennis courts, four pickleball courts and a dog park (phase 3); and further

That consideration of the approval of the associated capital project be deferred until it is known if HBM has been successful in the CSRIF funding application.

Carried.

6. Lionel Towns, Treasurer  
Re: Funding Options for Old Town Hall Study

R-446-24 Moved by Councillor Clement  
Seconded by Councillor Flagler

That a building assessment of Old Town Hall be undertaken at a total cost of \$29,002 (including non-recoverable HST) consisting of the following components:

Accent Building Science

Building envelope study \$6,360

Roof condition assessment \$2,798

Structural review \$8,650

Designated Substances Study (DSS) \$6,869

Unity Design

Accessibility Audit \$4,325

and further;

That the studies for the building assessment be funded from the 2023 Capital Budget for the Engineered Architect Feasibility Study (\$20,000), and a draw from HBM's Facilities Reserve (\$9,002).

Carried.



7. Bob Angione, Chief Administrative Officer/Municipal Clerk  
Re: Mandatory Connection to Sewer System

R-447-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Clement

Whereas at the Open Session Regular Council Meeting held on August 15, 2024 Council passed Resolution Number 419-24 requiring owners of new building projects to connect such new buildings to the Municipality's water, sanitary sewer and storm sewer system(s) at the expense of the owner; and

Whereas By-laws requiring the mandatory connection to the Municipality's water, sanitary sewer and storm sewer system(s) at the expense of the owner and enforcement of this requirement are required to be in place;

Be It Resolved That By-law Number 2024-064 being a By-law to require owners of new building projects to connect such new buildings to the Municipality's water, sanitary sewer and storm sewer system(s) where such municipal services are available, be adopted in the by-law section of this Council Meeting.

Carried.

8. Bob Angione, Chief Administrative Officer/Municipal Clerk  
Re: Budget Priorities

The 2025 budget discussions commenced with each Member of Council providing a list of priorities as follows:

Mayor Martin noted that there are many projects currently underway. Funding must be secured for all of the current projects. Mayor Martin's priorities include the Wastewater Treatment Plant (WWTP) expansion, Recreation Sports Field, Community Centre Expansion Project and George Street Reconstruction;

Deputy Mayor Webb agreed that there are many projects currently underway and funding must be secured for all of the current projects. Deputy Mayor Webb's priorities include priorities listed by Mayor Martin as well as George Street streetscaping/beautification and the development of building lots at the proposed location of the Recreation Sports Field to gain revenue;

Councillor Clement agreed with the priorities of Mayor Martin and Deputy Mayor Webb;

Councillor Flagler agreed with the above stated priorities and added County Road 48 road work to her list.

R-448-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Clement

That the 2025 budget priorities provided by members of council be received.  
Carried.

## **Correspondence**

### Action Items

1. Ambrose Moran  
Re: Revision to Noise By-law

R-449-24 Moved by Councillor Flagler  
Seconded by Councillor Clement

That the correspondence item from Ambrose Moran regarding revisions to the Noise By-law be referred to staff; and further

That staff provide a report at a future Council Meeting relating to the details of the Noise By-law.

Carried.

### Information Items

None.

## **Committee Liaison Reports:**

1. Jim Martin, Mayor (Verbal)  
Hart Webb, Deputy Mayor (Verbal)  
Re: County Council Update

There was no County Council update to report on this meeting.

## Written or Oral Notice of Motion or Discussion:

None.

## Other Business:

1. Bob Angione, Chief Administrative Officer/Clerk  
Re: Other Business

R-450-24 Moved by Councillor Flagler  
Seconded by Deputy Mayor Webb

That staff send a letter to the province as well as MPP Dave Smith in support of the Campbellford Memorial Hospital's goal of constructing a new hospital.

Carried.

R-451-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Clement

That staff is hereby authorized to commence the process for the acquisition of Fire Route 18 (Fish Hatchery Road) from Infrastructure Ontario and the Ministry of Natural Resources and Forestry.

Carried.

Council was reminded that the Special Council Meeting (Strategic Plan) will be held on September 10 (1:00 p.m. to 4:30 p.m.)

Councillor Flagler drew the name of the winner of the Shop Local Contest, the winner was Laurie Deshane.

## By-Laws:

R-452-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Clement

**That By-law 2024-064** being a By-law to require owners of new building projects to connect such new buildings to the Municipality's water, sanitary sewer and storm sewer system(s) where these public utilities are in place be adopted and be read a first, second,

and third time and finally passed this 3<sup>rd</sup> day of September 2024.

Carried.

R-453-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Flagler

That the meeting recess at 10:44 a.m.

Carried.

R-454-24 Moved by Councillor Clement  
Seconded by Deputy Mayor Webb

That the meeting resume at 11:00 a.m.

Carried.

### **Closed Session:**

R-455-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Flagler

That the meeting move in to Closed Session at 11:00 a.m. under authority of Section 239(2) (b) for personal matters about an identifiable individual, including municipal or local board employees

Carried.

R-456-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Flagler

That the meeting rise from Closed Session at 11:35 a.m. and resume in open session.

Carried.

### **Business Arising from Closed Session:**

The following items were dealt with in the Closed Session Council Meeting.

1. The minutes of the Closed Session Council Meeting held on August 15, 2024 were approved and adopted as presented.

2. Section 239(2) (b) for personal matters about an identifiable individual, including municipal or local board employees. (2 items).

**Confirming By-Law:**

R-457-24 Moved by Councillor Clement  
Seconded by Councillor Flagler

That By-law 2024-065, being a By-law to confirm the proceedings of the meeting of the Council of the Corporation of the Township of Havelock-Belmont-Methuen held on the 3<sup>rd</sup> day of September 2024, be read a first, second, and third time and finally passed this 3<sup>rd</sup> day of September 2024.

Carried.

**Adjournment:**

R-458-24 Moved by Deputy Mayor Webb  
Seconded by Councillor Flagler

That this meeting adjourn at 11:36 a.m.

Carried.

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Jim Martin, Mayor

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Robert V. Angione, Clerk

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor and Members of Council

Prepared By: Arya Hejazi M.PL., Township Planning Assistant

Meeting Date: September 17, 2024

Subject: **Creation of a New Lot – Application B-67-24 (Steven and Timothy Rye)**

## PURPOSE:

The purpose of this Report is to provide background information regarding the proposed creation of one (1) new residential building lot; and to seek the requisite direction of Council.

## RECOMMENDATION:

- That Council advise Peterborough County Land Division that the Township **endorses** an application for consent to create one (1) new residential building lot, being referenced as B-67-24 and having Assessment Roll Number (ARN) 1531-010-009-21700, as submitted by property owners, Steven and Timothy Rye, with the following conditions:
- That \$1000.00 Cash-in-lieu of Parkland be paid to the Municipality for each of the new lots being created by granting of provisional consent for applications B-67-24;
- That a zoning by-law amendment (rezoning) be required for the severed lot, to the satisfaction of the Municipality;
- That an environmental mitigation measures agreement between the applicant and the Township be entered into and registered on title;
- That the balance of this report be received.

## **BACKGROUND:**

The parcel in question comprises approximately 1 hectare (2.64 acres) together with both easterly and westerly shoreline maintained on Kasshabog Lake. The parcel is located in Part Lot 14/15, Concession 8, with a municipal address of 71 FR 94.

The application now before Council was filed with Peterborough County Land Division in July of 2024.

Prior to submission however, the consent proposal was the subject of a Preliminary Severance Review completed by the Peterborough County Planning Department, in August of 2021.

If approved, the lot to be created will comprise approximately 0.56 hectares (1.4 acres) of land maintained with 46 metres (150 feet) of frontage along the westerly shoreline of Kasshabog Lake. As indicated by the attached consent application, the retained parcel will comprise approximately 0.5 hectares (1.2 acres) of land with approximately 54.4 metres (178 feet) of frontage along the easterly shoreline of Kasshabog Lake.

The severed parcel is adjacent to fish spawning areas, based on aerial GIS mapping. As a result, the applicants retained the services of an environmental consultant to prepare a scoped Environmental Impact Study (EIS) to address the impact of the severance application on adjacent natural heritage features. The report concludes that the severance application will not impede the integrity of the natural heritage features, provided the recommendations of the EIS are implemented throughout the approval of the development process.

## **PLANNING DISCUSSION:**

### **Township's Official Plan**

The subject property is currently designated as *Shoreline* in the township's Official Plan. Section 3.3.3 of the Official Plan provides policy direction for uses permitted within the Shoreline designation. As per section 3.3.3, residential uses of both a permanent and recreational (cottage) nature are the most prevalent uses that can be found in the Shoreline designation.

Section 2.2.2.1 e) states that proposed uses should represent compatibility with adjacent land uses. The uses surrounding the applicants' entire landholding include recreational uses. Therefore, the proposed severance is considered compatible with neighboring uses.

Section 2.2.2.1 g) requires that all lots created by consent as well as the retained parcel shall front on and have access from a public road which is maintained year-round; except in accordance with policies from Section 2.1.5. Section 2.1.5.4 allows lot creation on properties with access to private roads, provided the property has access along a shoreline. Both the retained and severed lots will have frontage on a shoreline and is consistent with the policies of Section 2.1.5 and satisfies the criteria of Section 2.2.2.1 g).

Section 2.2.2.1 l) provides that no lot shall be created where it has been identified that individual water supply and sewage disposal cannot be serviced. The retained lot is currently being serviced by an existing septic system and the severed lot is anticipated to be serviced as well by an individual sewage disposal and water system.

### **Township's Zoning Bylaw 1995-42**

The subject property is currently dual zoned with the retained lot being in the Seasonal Residential (SR) Zone, while the severed parcel is in the Rural (RU) Zone. The SR and RU zone categories each recognize residential uses. And while the SR Zone is customarily used for recreational cottages, the RU Zone recognizes permanent residential dwellings. Therefore, it is advisable for council to endorse the subject application, on the condition that a zoning by-law amendment (rezoning) commences to change the zone category of the severed parcel from RU to SR.

Both lots meet the minimum required acreage and frontage requirements that are prescribed under the SR Zone.

As per Appendix X, the proposed lot falls within the 150 metre (492 feet) setback of an industrial quarry, identified as being in the ownership of Covia Canada Ltd. Based on the current zoning regulations, all residential structures (inclusive of recreational and permanent) are to be located outside this 150 metre setback. As illustrated in Appendix X, the proposed lot is deficient in this 150 metre setback, and thus a rezoning would be required.

### **CONCLUSION:**

Based on the Township's review of the subject application together with the supporting material, it is the Township's planning opinion that the proposed consent conforms to the policies of the Township Official Plan, as well as complying with the minimum lot area and frontage requirements of the Township's Zoning Bylaw.

The scoped EIS completed on behalf of the applicants prescribes very detailed recommendations measures that are important to protecting the integrity of the natural heritage features adjacent to the subject site. Most importantly, it is advised by the



authors of the report that a 30 metre buffer be implemented for any future proposed development on the severed parcel. Therefore, it is advisable for council to endorse the subject application with an additional condition that an environmental mitigation measures agreement be registered on title.

Respectfully submitted,

*Arya Hejazi*

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Arya Hejazi  
Planning Assistant  
Township of Havelock-Belmont-Methuen

Attachments:

- 1) Applications
- 2) Preliminary Severance Review
- 3) Planning Justification Report
- 4) Natural Heritage Evaluation (NHE)
- 5) Appendix X - GIS MAP

# Preliminary Severance Review

Prepared by the Peterborough County  
Planning Department



**Date:** August 6, 2021

**Name:** Steven Rye, Timothy Rye & Karen Sawyer **Agent:** N/A

**Email:** [REDACTED]

**Phone:** [REDACTED]

**Municipality:** Havelock-Belmont-Methuen, Methuen Ward

**Lot:** Part Lots 14 & 15 **Concession:** 8 **Roll No.:** 1531-010-009-21700

**Municipal Address:** 71 Fire Route 94

**Type of Severance:** recreational residential lot(s)

	Severed	Retained
<b>County Official Plan</b>	Shoreland Area	Shoreland Area
<b>Municipal Official Plan</b>	Shoreline	Shoreline
<b>Municipal Zoning</b>	Seasonal Residential (SR)	Seasonal Residential (SR)
<b>Area and Frontage</b>	± 0.56 hectares, ± 45.1 m frontage on Kasshabog Lake	± 0.50 hectares, ± 54.4 m frontage on Kasshabog Lake
<b>Existing Use/Buildings</b>	Recreational, vacant	Cottage, boathouse, accessory structures

**Conforms to Provincial policies?**  Yes  No

Studies are required to demonstrate the proposal will have no negative impact on fish habitat.

**Conforms to County Official Plan policies?**  Yes  No

The proposed severance appears to conform to the County Official Plan policies, provided no negative impacts on fish habitat.

**Conforms to Township Official Plan policies?**  Yes  No

The proposed severance appears to conform to the Township Official Plan policies, provided no negative impacts on fish habitat.

**Conforms to Township Zoning By-Law?**

Severed parcel meets Zoning requirements:  Yes  No

Retained parcel meets Zoning requirements:  Yes  No

Severed parcel does not appear to meet minimum lot frontage requirements.

**Studies required to support the application?**  Yes  No

- Environmental Impact Study \* Fish Habitat

**Provincial Policy Review:**

The following key natural heritage features and/or key hydrologic features have been identified on or adjacent to the subject property:

- Wetlands
- Significant Wildlife Habitat
- Area of Natural and Scientific Interest (ANSI)
- Fish habitat
- Significant Woodlands
- Other key hydrologic feature (stream, pond, lake)
- Species at Risk
- Habitat of Endangered or Threatened Species

Does the proposal require a Natural Heritage Evaluation to address the features identified above?

- Yes
- No

Sections 4.2.3 and 4.2.4.1(c) of the Growth Plan state that development and site alteration, including lot creation, is not permitted in key hydrologic features or the minimum 30 metre vegetation protection zone (VPZ) surrounding the feature. In addition, Section 4.2.4.1 of the Growth Plan states that development within 120 metres of a key hydrologic feature will require a natural heritage evaluation/hydrologic evaluation. Although the severed parcel is located within 120 metres of Kasshabog Lake, the County Official Plan policies require a minimum 30 metre setback for all new development, and therefore, a natural heritage and/or hydrologic evaluation is not required to address this feature.

Mapping available to the County indicates that fish habitat is present along the shoreline of Kasshabog Lake proximate to the severed parcel. PPS policy 2.1.6 prohibits development and site alteration within fish habitat except in accordance with provincial and federal requirements. Section 2.1.8 of the PPS as well as Sections 4.1.3.1 and 4.1.3.4 of the County Official Plan state that any development within 30 metres of fish habitat will require an Environmental Impact Study (EIS). The EIS must demonstrate that there will be no negative impacts on the natural features or on their ecological functions before development can be permitted.

Does the proposal meet Minimum Distance Separation requirements?

- Yes
- No
- Not Applicable

No livestock facilities have been identified within a 1,500 metre radius of the subject property.

**County Official Plan Policy Review:**

Section 2.6.3.3 of the Plan permits severances within Shoreland Areas provided the requirements of the Health Unit can be met (S.2.6.3.3 (A)); and provided that proposed lots have direct frontage on and access from publicly owned and maintained roads unless otherwise permitted in local Official Plans (S.2.6.3.3 (C)). Water access for recreational uses may be permitted as specified in local Official Plans (S.2.6.3.3 (C)).

Section 5.3.3.5 of the Plan states in part that “new development is not permitted if it is not accessible by a public road which is maintained year round, unless the local plan

contains policies permitting new development not accessible by a public road maintained year-round."

Section 2.6.3.1 of the Plan states that "under no circumstances shall severances be recommended for approval where proposed severances are contrary to this Plan and/or the respective local Official Plan."

### **Municipal Official Plan Policy Review:**

The lands proposed for severance are designated Shoreline in the local Official Plan. Permitted uses in the Shoreline designation include residential uses of both a permanent and recreational nature (S. 3.3.3).

As per Section 2.2.2.1 (u), the number of new lots that may be created by consent shall be three (3) severed and one (1) retained per land holding. A land holding is defined as a separate parcel recorded in the Land Registry Office as of February 15, 1990. A review of County Land Division records indicates that the subject property has not received any prior consents, and is therefore eligible for severance in principle.

Section 2.2.2.1 (g) states that all lots created by consent as well as the retained parcel shall front on and have access from a public road which is maintained year round and which is of reasonable standard and construction. Exceptions are provided in Section 2.1.5, which states that lot creation may be permitted on a private road existing as of the date of adoption of the Official Plan. Residential development along shorelines may be permitted with direct access by private road, provided that development is limited to single-unit dwellings (S. 2.1.5.4). It appears there is private road access to both the severed and retained lots.

Section 3.7.3.3 requires completion of an Environmental Impact Study (EIS) which demonstrates that there will be no negative impacts on the natural features or their ecological functions where development is proposed within 30 metres of fish spawning areas.

As applicable, consents must meet Zoning By-law, Health Unit and Minimum Distance Separation (MDS) requirements (S. 2.2.2.1,(j),(l(ii)) & (p)). The severed parcel does not appear to meet the lot frontage requirements of the Seasonal Residential (SR) Zone.

***Reviewed By: Amanda Warren***

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## Additional Notes

Agencies to be contacted by landowner or agent (marked with an X):

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Township  | <input checked="" type="checkbox"/> Peterborough Public Health |
| <input checked="" type="checkbox"/> Conservation Authority                          | <input type="checkbox"/> Trent-Severn Waterway                 |
| <input type="checkbox"/> Source Water Risk Management Officer                       | <input type="checkbox"/> First Nations                         |
| <input checked="" type="checkbox"/> Ministry of Environment, Conservation and Parks | <input type="checkbox"/> Other                                 |

Proposal requires confirmation from the Township or identified agency regarding policy conformity.

\* The landowner should be aware that local council may not support a rezoning or minor variance to create a lot that is not in compliance with the provisions of the Zoning By-law.

\* The lands may be within the watershed of a local Conservation Authority. It is recommended that you contact the Authority to determine what, if any, permits may be necessary:

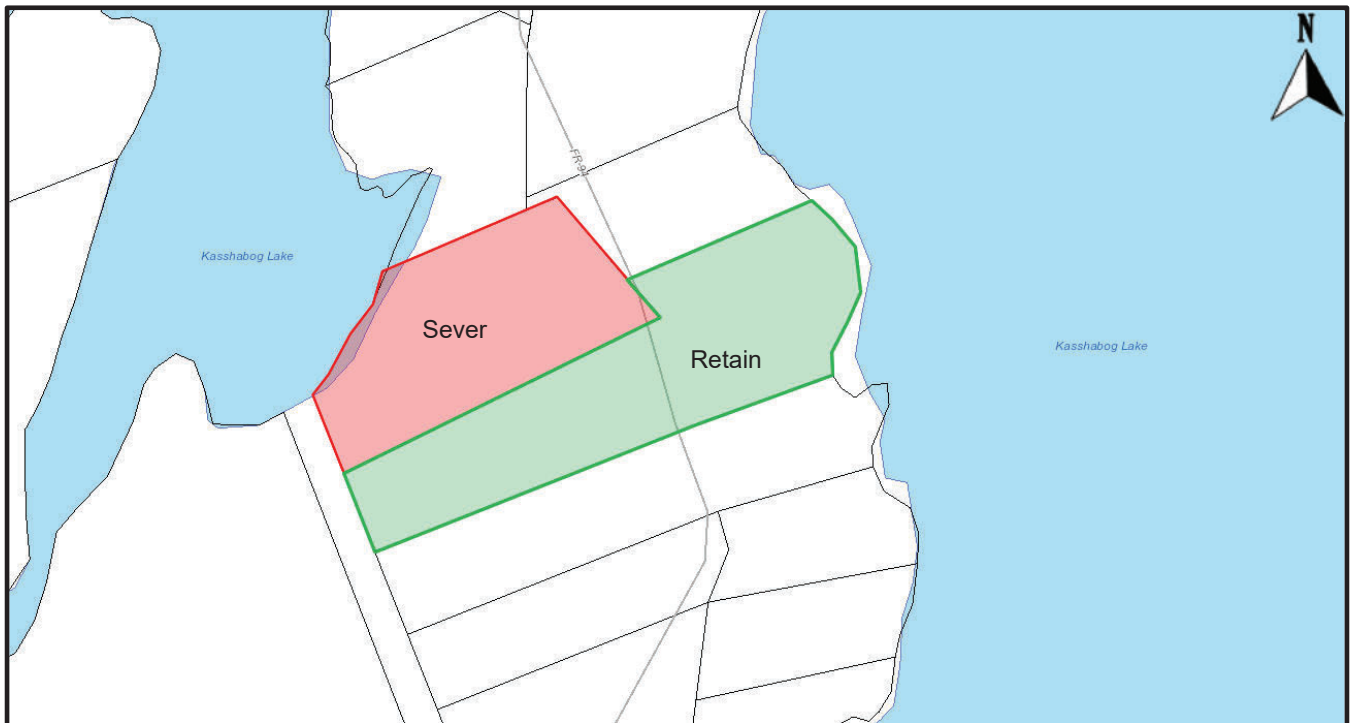
- No Conservation Authority in the area
- Otonabee Region Conservation Authority (ORCA), (705) 745-5791
- Crowe Valley Conservation Authority (CVCA), (613) 472-3137
- Kawartha Region Conservation Authority (KRCA), (705) 328-227

\* It is the responsibility of the landowner to identify endangered and threatened species and their habitat on the property prior to undertaking work, and to ensure that the work/activity will not result in negative impacts. Landowners are encouraged to consult with the Ministry of Environment, Conservation and Parks (MECP) if they have questions about the *Endangered Species Act, 2007 (ESA)*. Any sightings of a threatened or endangered species during development and construction on the property must be reported in accordance with the ESA.

### Important

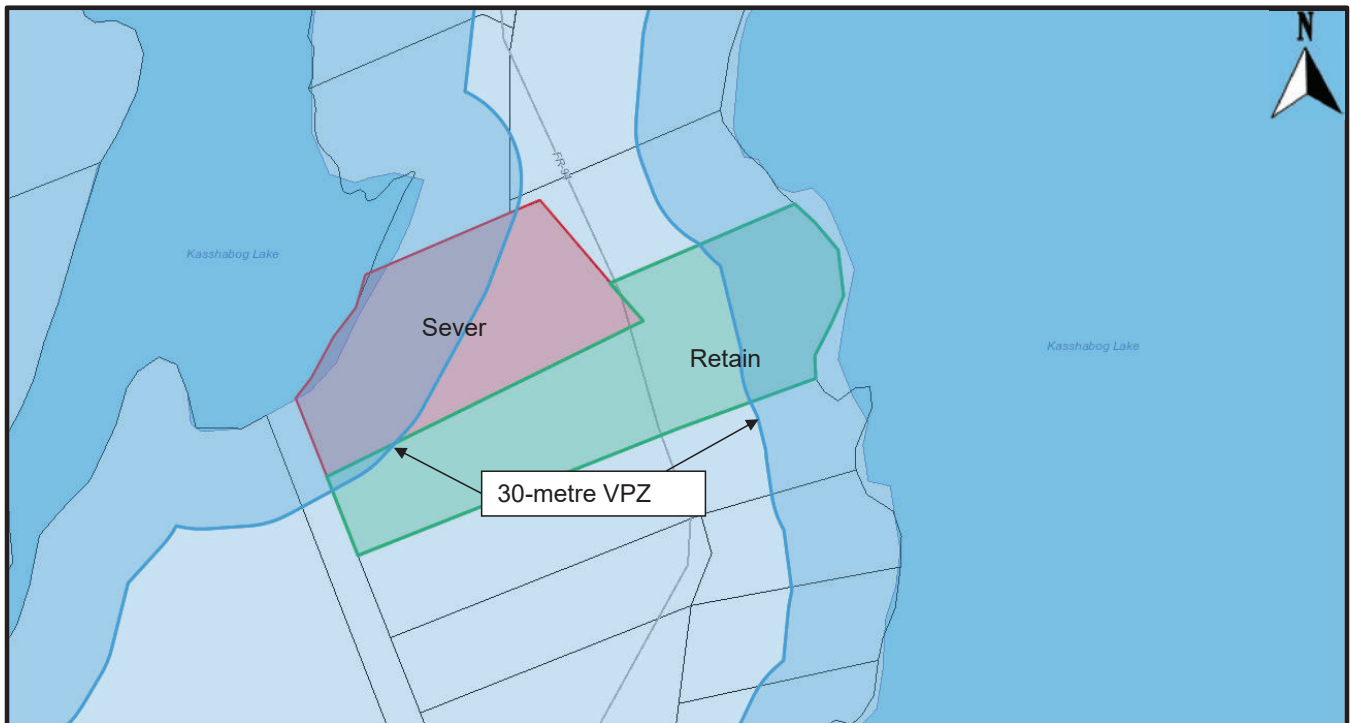
***Our position on the overall conformity of the proposal is based on information available at the time of review. Subsequent information from commenting agencies can change our comments relating to any formal application for severance which is subsequently filed. The above-noted comments should not be construed as preliminary approval or denial of a proposal but recognized as a position of the County Planning Department based on the availability of current information.***

**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Severance Sketch



**Scale (metric)**  
1:1200

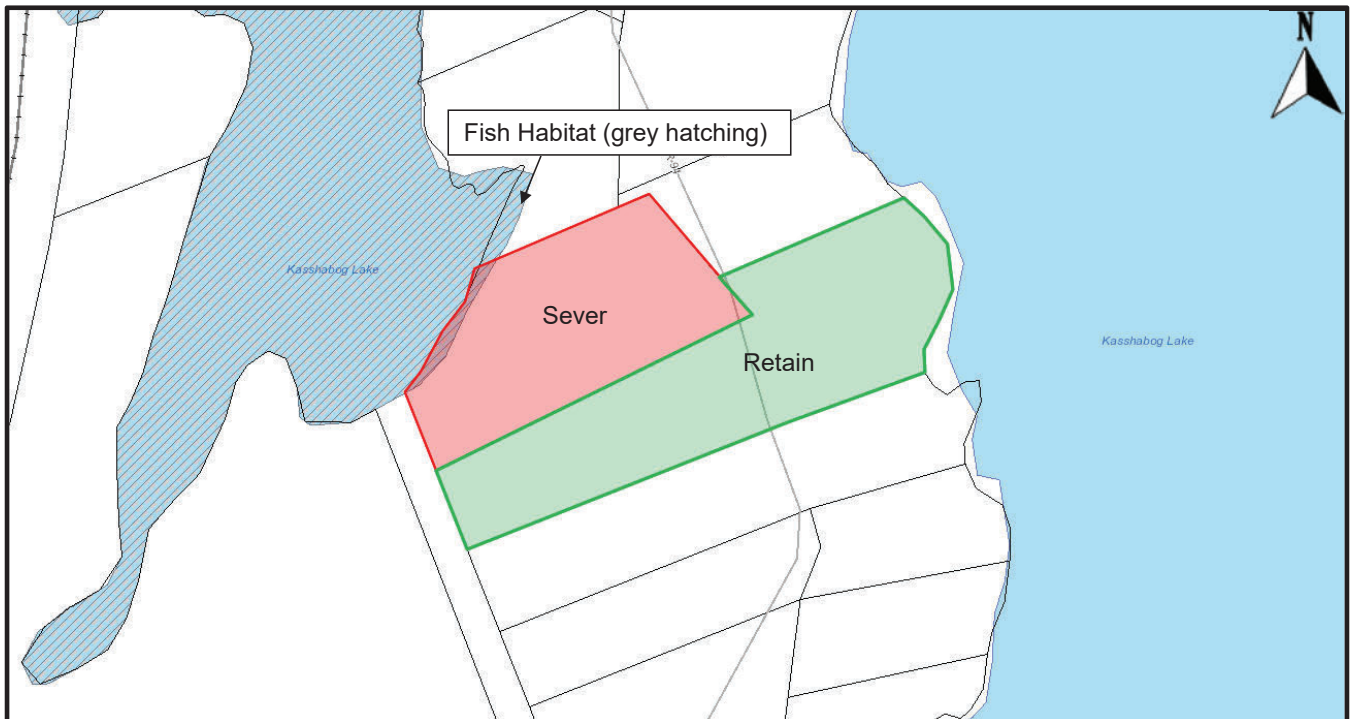
**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Key Hydrologic Features



NOTE: All new development must be set back a minimum of 30 metres from the high water mark of all waterbodies.

**Scale (metric)**  
1:1200

**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Fish Habitat



NOTE: New development, including lot creation, is not permitted within significant fish habitat. Any development proposed within the 30 metre buffer adjacent to significant fish habitat will require an Environmental Impact Study (EIS).

**Scale (metric)**  
1:1200





**Application for Consent**

Note to Applicant:  Application Fee: \$1150.00 along with  Please provide the Original Signed and 1 copy of this application.	Office Use: File No. B- <u>67-24</u>
	Date Received: <div style="text-align: center; color: red; font-weight: bold;">           RECEIVED            JUL 02 2024            LAND DIVISION         </div>

Preliminary Severance Review with the County of Peterborough Planning Department  
 Completed: Y/N Y Date: August 2021

Were there any Studies required? Y/N Y  
 (i.e. Traffic Study, Archaeological Study and Environmental Impact Analysis (EIA).  
 If Yes please provide an electronic copy to the Land Division Secretary.

**1. Owner Information**

Name(s): Steven and Timothy Rye Address: [REDACTED]  
 P.O. Box: \_\_\_\_\_ City/Province: [REDACTED]  
 Postal Code: [REDACTED] Phone: [REDACTED]  
 E-mail: [REDACTED]  
 Do you wish to receive all communications?  Yes  No

**Authorized Agent/Solicitor/Purchaser**

Name(s): \_\_\_\_\_ Address: \_\_\_\_\_  
 P.O. Box: \_\_\_\_\_ City/Province: \_\_\_\_\_  
 Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 Do you wish to receive all communications?  Yes  No

**2. Property Description**

Ward: Methuen Township: HavelockBelmontMethuen Lot: 14/15 Concession: 8  
 Municipal (911) Address: (Con 8 PT Lots 14&15 INCL) 11 Fire Route 94 Tax Roll #: 1531-010-009-21700  
 Registered Plan #: \_\_\_\_\_ Block/Lot: \_\_\_\_\_

**3. Type and Purpose of Proposed Transaction**

Transfer:  Creation of a New Lot  Addition to a Lot (moving/adjusting lot line)  
 Other:  Right-of-Way  Easement  Correction of Title(merged property)  
 Charge  Lease

**4. Transferee**

If known, the name of the person(s), to whom land or interest in land is intended to be transferred, charged or leased: unknown  
 Relationship to owner: \_\_\_\_\_

5. Information regarding the land intended to be severed, the land to be retained and the land to be added to (if applicable)

		Severed	Retained	Lands to be added to (if applicable)
Dimensions	Road Frontage	45.9 m	54.4 m	m
	Depth	105 m	168 m	m
	Area	0.56 ha	0.50 ha	ha
Use of Property	Existing Use	Recreational	Recreational	
	Proposed Use	vacant	cottage	
Building or Structure	Existing	none	cottage, septic	
	Proposed	none	none	
Septic System Installed	Date of installation	n/a	1995	
	Distance from lot line	m	27 m	m
	Distance from well	m	m	m

Have you shown the well & septic locations and setbacks on the sketch? Y/N \_\_\_\_\_

Roll # of Lot receiving the addition

**Access**

	Severed	Retained	Lands being added to
Municipal maintained road			
Seasonally maintained municipal road			
County Road			
Provincial Highway			
Private Road or right-of-way	yes	yes	
Water Access			
Other			

**If Water Access only please provide a description of parking and docking facilities (include approximate distance of these facilities from the subject land and the nearest public road)**

Water Supply, type of existing service OR type that would be used if the land were developed

	Severed	Retained	Lands being added to
Publicly owned/operated piped water system			
Privately owned/operated individual well			
Privately owned/operated communal well			
Lake or other water body	yes	yes	
Other			

Sewage Disposal: (if existing, show on sketch)

	Severed	Retained	Lands being added to
Publicly owned/operated sanitary sewage system			
Privately owned/operated individual septic tank	none, vacant lot	yes	
Privately owned/operated communal septic tank			
Privy			
Other			

6. Local Planning Documents

	Severed	Retained	Lands being added to
Township Official Plan Designation	Shoreline	Shoreline	
County Official Plan Designation	Shoreland areas	Shoreland areas	
Current Zoning	SR	SR	
Explain how the application Conforms with the current Official Plans <b>meets relevant policies for lot creation</b>			

7. Provincial Policy

Is the application consistent with the Provincial Policy Statements?  Yes  No  
 (information is available from the Preliminary Severance Review )

Explain how the application is consistent:  
 meets relevant policies for lot creation with completion of Natural Heritage Evaluation

---

Is the subject property within an area of land designated under any provincial plan(s)?  
 Yes  No

(Oak Ridges Moraine Conservation Plan applies to portions of Cavan Ward only;  
 Growth Plan applies to the entire County of Peterborough so answer should be yes)

If yes, explain how the application conforms or does not conflict with provincial plan(s)?  
 meets relevant policies for lot creation with completion of Natural Heritage Evaluation

**Clean Water Act**  
 Is the subject property within an area of Source Water protection under the Clean Water Act?  
 Yes  No  
 If yes, has a notice been issued under Part IV of the Clean Water Act and submitted with the application?  
 Yes  No

**8. Restrictions of Subject Land**

Are there any easements or restrictive covenants (i.e. hydro, Bell) affecting the subject land?  
 Yes  No  
 If yes, describe the easement or covenant and its effect:  
 \_\_\_\_\_

**9. History of Subject Lands**

Is the subject land now, or has it been, the subject of an application for a Plan of Subdivision under Section 51 or a consent under Section 53 of the Planning Act?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Unknown <input type="checkbox"/>
If you answered yes please specify the file number of the application if known:			
Has the owner of the subject land severed any land from the original acquired parcel?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Unknown <input type="checkbox"/>
If you answered yes please specify the file number of the application if known:			

**10. Other Current Applications**

Is this land currently the subject of any other application under the Planning Act, such as an application for Official Plan Amendment, Zoning By-Law Amendment, Minor Variance, Minister's Order, or Power of Sale?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Unknown <input type="checkbox"/>
If yes, please provide the following: Type: _____ File No. _____ Status: _____			

11. Request for Certificate for Retained Lands

Does the application include a request referred to in clause 53 (42.1) (a) of the Act for a Certificate of Official for the Retained lands.

Yes  No

If yes, has the applicant provided a lawyer's statement that there is no land abutting the subject land that is owned by the owner of the subject land other than land that could be conveyed without contravening Section 50 of the Act.

Yes  No

And, has the lawyer's statement must also provide a legal description for use in the requested Certificate of Official for the retained lands.

Yes  No

12. Minimum Distance Separation (MDS)

Are there any barns within 750-1,500 metres of the subject property which currently house or are capable of housing livestock?  Yes  No

Are there any anaerobic digesters within 750-1,500 metres of the subject property?  Yes  No

**If yes please complete an "MDS Data Sheet" for each barn**

13. Agricultural Severances (for lands within the agricultural designation only)  N/A

Is the severance to dispose of a residence surplus to a farming operation (must have 2 houses)?  Yes  No

Is this severance to create a new farm parcel approximately 40 hectares (100 acres) in size?  Yes  No

Is this severance for a commercial or industrial "agriculture-related" use?  Yes  No

14. Adjacent Lands Surrounding the Landholding

If more room is needed, please add extra Schedule page.

Direction	Name of Owner (only when known to the applicant)	Use of Land – (must be filled in) (i.e. farm, residential etc.)	Buildings (must be filled in) (i.e. house, barn etc.)
North	Van Kessel	residential	cottage
South	Steven Rye	residential	cottage
East	Lake	Lake	n/a
West	Reid	residential	cottage

15. Driving Directions

Please describe in detail driving directions to the subject property:

County Road 6, turn east onto West Kosh Road, north onto Holdcroft Road,

then north again onto Fire Route 94

**Declaration**

**This section must be signed before a Commissioner for Taking Affidavits or a designated Official of the Municipality**

*(i.e. Mayor, Reeve, Clerk, Secretary-Treasurer of the Land Division Committee, lawyer, etc.)*

I/we, Steven and Timothy Rye of the Township, City, etc. of [redacted], in the County/Region/Municipality, etc. of [redacted], solemnly declare that all the statements contained in this application are true, and I make this solemn declaration as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the City City, Township  
of Peterborough Name of City, etc.  
in the County County, Region, etc.  
of Peterborough

[Signature]  
Owner or authorized Agent

[Signature]  
Owner or authorized Agent

this 2 day of July, 2024.

[Signature]  
Commissioner, etc. for taking affidavits

**Ann Frances Hamilton,  
a Commissioner, etc., Province of Ontario, for  
The Corporation of the County of Peterborough.  
Expires December 29, 2026.**

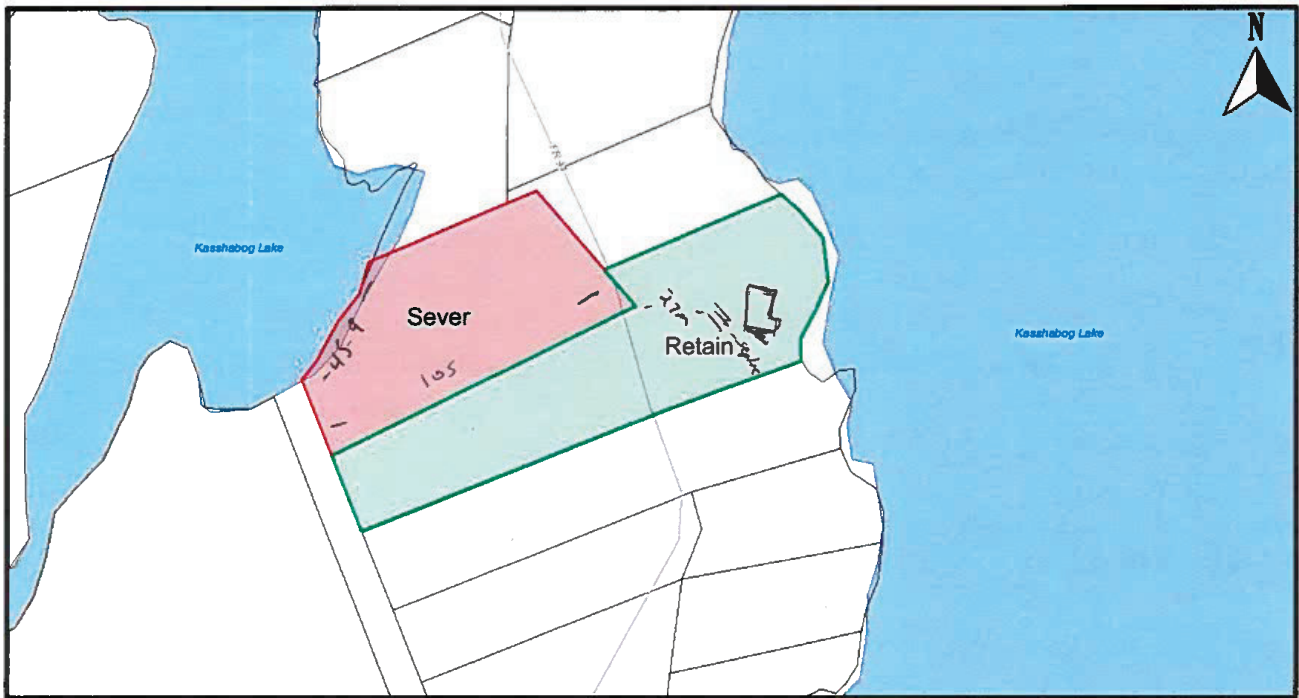
Personal information contained on this form is legally authorized under Sec.53 of the Planning Act and O.Reg.197/96 for the purpose of processing your planning application and will become part of a public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.

Pursuant to Sec.1.0.1 of the Planning Act, and in accordance with Sec.32(e) of the Municipal Freedom of Information and Protection of Privacy Act the County of Peterborough may make all planning applications and supporting material available to the public in hard copy or electronically. If you have any questions about the collection, use or disclosure of this information by the County of Peterborough, please contact the CAO or Clerk, County of Peterborough, 470 Water Street, Peterborough, Ontario K9H 3M3

An "original" signed copy of the application and sketch must be submitted, together with 1 copy of both the application and sketch. All copies of the sketch or survey must be coloured – red for severed lots, green for retained, yellow for right-of-way. Please submit application with a cheque for \$1150.00 payable to the "County of Peterborough".

**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Severance Sketch

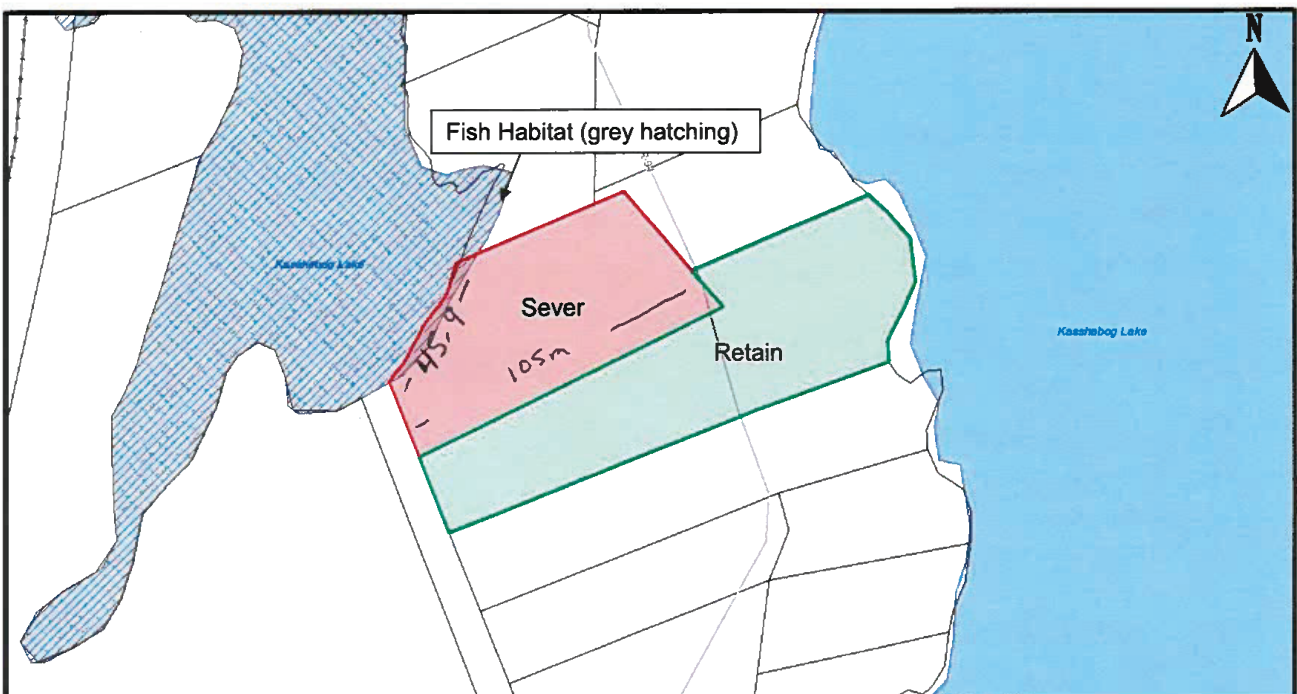
*Septre*



**Scale (metric)**  
1:1200



**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Fish Habitat



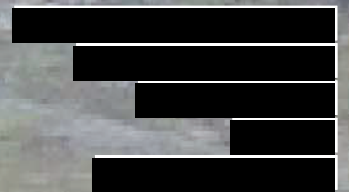
**NOTE:** New development, including lot creation, is not permitted within significant fish habitat. Any development proposed within the 30 metre buffer adjacent to significant fish habitat will require an Environmental Impact Study (EIS).

**Scale (metric)**  
1:1200



***Scoped Natural Heritage Evaluation (sNHE)***  
**Proposed One (1) Lot Severance**  
**71 Fire Route 94, Kasshabog Lake**  
**Part of Lots 14 & 15, Concession 8 (Methuen)**  
**Township of Havelock-Belmont-Methuen,**  
**County of Peterborough**

Prepared For:



**ORE**  
**Oakridge Environmental Ltd.**  
Environmental and Hydrogeological Services

May 30<sup>th</sup>, 2024



Attention: **Steven Rye/Timothy Rye**

Re: *Scoped* Natural Heritage Evaluation (sNHE)  
Proposed One (1) Lot Severance  
71 Fire Route 94, Kasshabog Lake  
Part Lot 14 & 15, Concession 8 (Methuen)  
Township of Havelock-Belmont-Methuen, County of Peterborough  
ORE File No. 23-3367

---

We are pleased to provide this *scoped* Natural Heritage Evaluation (sNHE) for the above referenced property. Our report has been completed in support of your application for a single lot severance on Kasshabog Lake.

Based on our review of the site conditions, Kasshabog Lake appears to be the main environmental receptor. Provided the recommendations outlined in this report are adhered to, any potential adverse impacts to this feature should be mitigated.

We trust that this report will be sufficient for any agency reviews. Should you have any questions or require clarification, please do not hesitate to contact our office.

Yours truly,

**Oakridge Environmental Ltd.**



Rob West, HBSoc.  
Senior Ecologist

# Table of Contents

Page No.

1.0	Introduction .....	1
2.0	Site Locations and Description .....	1
3.0	Proposed Development / Site Alteration .....	1
4.0	Policy .....	2
5.0	Topography and Drainage .....	2
6.0	Geological Setting .....	2
7.0	Inspection Methodologies .....	3
8.0	Background Data .....	4
9.0	Site Inspection Data .....	5
9.1	Site Inspections .....	5
9.2	Ecological Land Classification (ELC) .....	5
9.3	Fish Habitat and Fish Observations .....	7
10.0	Impact Assessment .....	9
10.1	General Considerations .....	9
10.2	Development Envelope .....	10
10.3	Construction Related Impacts .....	10
11.0	Recommendations .....	11
11.1	Development Envelopes and Constraints .....	11
11.2	General Design Considerations .....	12
11.3	Construction Mitigation .....	13
11.4	Closing Remarks .....	14

## Figures

Figure 1	General Location
Figure 2	Topography & Drainage
Figure 3	Surficial Geology
Figure 4	Vegetation
Figure 5	Site Photos
Figure 6	Site Photos
Figure 7	Constraints

## Appendices

Appendix A	Preliminary Severance Review (PSR)
Appendix B	Prescreen for Species at Risk Fish
Appendix C	Species List
Appendix D	OPSD Heavy-duty Silt Fence

***Scoped* Natural Heritage Evaluation (sNHE)  
Proposed One (1) Lot Severance  
71 Fire Route 94, Kasshabog Lake  
Part Lot 14 & 15, Concession 8 (Methuen)  
Township of Havelock-Belmont-Methuen,  
County of Peterborough**

## **1.0 Introduction**

Oakridge Environmental Ltd. is pleased to present this *scoped* Natural Heritage Evaluation (sNHE) in support of your application for a single lot severance on Kasshabog Lake, for the purpose of single residential development.

To support the development application, the County of Peterborough has identified the need for a *scoped* study to demonstrate that the development will not result in any impacts to nearby fish habitat.

The following sections outline our data sources, methodologies, findings and recommendations.

## **2.0 Site Locations and Description**

The subject site is located north of Nephton, and has an area of approximately 2.6 acres (1.06 ha), with shoreline on Kasshabog Lake on the site's east and west boundaries. The site is located at 71 Fire Route 94, within Part Lots 14 & 15, Concession 8 (Methuen), Township of Havelock-Belmont-Methuen (Figures 1 and 2).

The property is accessed directly from Fire Route 94, from County Road 6 by turning east onto W Kosh Road, north onto Holdcroft Road, then north again onto Fire Route 94.

The retained portion of the lot currently possesses a cottage, boathouse and accessory structure. Existing residences are located on the surrounding adjacent lands.

## **3.0 Proposed Development / Site Alteration**

A one (1) lot severance is being proposed on the north portion of the subject parcel. The severance lot will consist of approximately 1.4 acres (0.56 ha), while the retained portion will consist of approximately 1.2 acres (0.50 ha). Each lot will contain frontage on Kasshabog Lake. The proponent's severance sketch is provided in the Preliminary Severance Review found in Appendix A.

A single residential development is being proposed on the severance lot. The development envelope and location will be dependent on the outcome of this study.



## 4.0 Policy

According to the Preliminary Severance Review (PSR) prepared for the site in August 2021, the property is located within 120 m of Kasshabog Lake. The County Official Plan (OP) policies require a minimum setback of 30 m for all new development. A natural heritage and/or hydrologic evaluation is not required to address this feature. However, it was stated that the mapping available to the County indicated that fish habitat is present along the shoreline of Kasshabog Lake, proximal to the proposed severance. Section 2.1.8 of the Provincial Policy Statement as well as Sections 4.1.3.1 and 4.1.3.4 of the County Official Plan states that any development within 30 m of fish habitat requires a study to demonstrate that there will be no negative impacts on the natural features before development can be permitted. The PSR is included in Appendix A.

This study was prepared to meet the requirements of the PPS and the County OP outlined above, specifically related to confirming the presence of fish habitat along the shoreline of the proposed severance lot.

## 5.0 Topography and Drainage

The subject property occurs on the northern end of a narrow peninsula ridge that extends into the eastern part of Kasshabog Lake (Figure 2). The peninsula ridge is a bedrock controlled feature that has a maximum relief of approximately 7 m. The proposed severance lot occurs on the northwestern flank of the ridge, overlooking a small bay and the Nepton spur of the Canadian Pacific Railway.

Other than Kasshabog Lake, there are no mapped watercourses on the subject site. South of the ridge feature, a small unevaluated wetland occurs, with a short connecting channel to the lake. According to the published mapping, no wetlands are connected to the subject site.

The peninsula ridge represents a local drainage divide, splitting runoff flows into westward and eastward runoff regimes, all eventually conveying runoff flows to the lake.

## 6.0 Geological Setting

As illustrated by Figure 3, the subject site occurs within an area of Precambrian bedrock outcroppings and subcroppings, mapped as having minimal soil cover,

generally referred to as “Precambrian bedrock-drift complex”. These soils tend to consist of a silty sand, shield-derived till (with minor gravel) that discontinuously mantles the rock. As such, their composition will reflect the composition of the bedrock in the upgradient (i.e., “up-ice”) direction from which the glacial ice advanced. In this instance, the general ice direction is expected to have been from the north-northeast, as is typical in this part of the Shield. As such, the shield-derived till soil will reflect the granitic gneiss and carbonate (marble) rock composition that occurs widely in the site area. While some regolith soils could be derived from the weathered marble, any such accumulations would be very thin.

Although not illustrated by the mapping, there are also deposits of organic soils (muck) in the lower-lying areas, generally associated with bedrock valleys that contain wetlands. These wetlands are often underlain by coarse textured glaciolacustrine soils.

Given the elevated conditions associated with the ridge feature, a shallow water table condition is not expected, other than along the margins (near the lakeshore).

The thin overburden conditions are reflected in local well records from Ministry of the Environment, Conservation and Parks’ database. For example, the log of nearby well No. 7146009 indicates the presence of 1.3 m of sand overlying the granitic bedrock. In contrast, the adjacent well (No. 7242851) indicates the absence of soil cover above the bedrock, illustrating the local variability.

## 7.0 Inspection Methodologies

### *Vegetation and Waterways*

The site has been characterized by its various vegetation communities using the methodologies included in the *Ecological Land Classification (ELC) - First Approximation and Its Applications* (1998). The 1998 Ecological Land Classification - First Approximation is a guide used by Ecologists to standardize the classification of different vegetation community types across Ontario. The classification system enables an ecologist to identify vegetation communities based on the species present, soil materials and moisture regimes.

There have been a number of updates to the ELC scheme to further refine the classification of Ecosites throughout Ontario. As a result, the 2008 *Draft ELC Guide* provides a further breakdown of the 1998 ELC Guide - First Approximation communities and includes many new communities to index from. The 2008 ELC scheme also provides a cross-reference to the 1998 guide communities. This report uses a combination of both the 1998 ELC communities (which are considered the primary

vegetation communities) and the 2008 Draft ELC to supplement the vegetation community lists.

Prior to conducting the site inspection, aerial photography of the subject site was analysed to roughly delineate communities based on recognizable vegetation differences. Each identified community was subsequently inspected. Dominant vegetation types were recorded and boundaries of the various communities mapped on an air photo or utilizing a dGPS.

In addition to identifying and mapping the ELC communities, ORE staff assessed each vegetation community from the perspective of whether they are hydrologically sensitive. The vegetation survey included examination of the development footprint and immediate surrounding areas.

### *Shoreline Fisheries*

The inspections were completed in the dusk to evening hours according to the Ministry of Natural Resources and Forestry (MNR) Walleye Watch program and protocols:

*“Ideal walleye spawning parameters include:*

- *Water temperature: spawning begins between 5-10°C and peaks at 7-8°C*
- *Water depth: 30 cm - 3 m*
- *Dissolved oxygen: 5-6 mg/L*
- *pH: above 5.1*
- *Water velocity: 0.2-0.3 m/s Walleye spawn at night.*
- *When you are ready to assess spawning in your prospective site:*
  - *Use high-intensity lights, such as the Q-beam rechargeable spotlight, to see them the light will reflect off their eyes)*
  - *Count and record the number of walleye seen in the spawning bed*
  - *Record and compare as many of the ideal walleye spawning parameters (above) as possible*
  - *Repeat every two hours”*

## **8.0 Background Data**

The following databases (specific to fish and fish habitat) were reviewed for information related to the subject property and adjacent lands:

- Natural Heritage Information Centre;

- Fish ON-Line;
- iNaturalist, and
- Department of Fisheries and Oceans (DFO) Aquatic Species At Risk.

The data revealed only common and secure species. The data are presented in Appendix B.

## 9.0 Site Inspection Data

### 9.1 Site Inspections

ORE staff attended the site to observe fish habitat, as indicated below.

<u>Date of Inspection</u>	<u>Temp. °C</u>	<u>Beaufort (Wind) Scale</u>	<u>Conditions Reason for Inspections</u>
April 21 <sup>st</sup> , 2024	14  Water Temp. 6	2 - Light Breeze	20% Cloud cover. Relatively warm day but breeze from north is cool. Observed vegetation/existing site conditions, ELC mapping, species list, habitat review. Dusk to evening fisheries inspections according to MNRW Walleye Watch Protocol.

Appendix C contains the list of species identified on the property during our inspection.

### 9.2 Ecological Land Classification (ELC)

Based on our site observations, we have determined there are two (2) upland communities/habitats located on-site, and two (2) aquatic communities associated with Kasshabog Lake. Assessments were made as per the Ecological Land Classification for Southern Ontario (FG-02), 1998.

Figure 4 illustrates the distribution of the on-site vegetation communities, and the off-site wetland community. These habitats and their associated vegetation and environmental sensitivities are characterized below.

Representative photos of these communities are provided in Figures 5 and 6.



Descriptions of the communities are provided below.

*Upland Community:*

1. Rural Property (CVR\_4)

There is no description in the ELC regarding the Residential-type community.

This community comprises the area within the property where anthropogenic disturbances occur on a regular basis and natural growth is hindered. This community also includes the proposed single lot severance area, the associated maintained lawn space and treed areas visible in the aerial imagery.

2. Dry - Fresh Deciduous Forest (FOD4)

The ELC describes a Dry - Fresh Deciduous Forest (FOD4) ecosite as having greater than 60% tree cover, 75% of which must be deciduous species. Soils have moderately dry (0) to fresh (1, 2, 3) moisture regimes and occur on upper to middle slopes.

This community occurs scattered over most of the site area where the Rural Property development footprint has not affected it and is in a more natural condition. The predominant deciduous species are Sugar Maple (*Acer saccharum*), Red Oak (*Quercus rubra*), White Ash (*Fraxinus americana*), and minor amounts of American Hop Hornbeam (*Ostrya virginiana*). There is a minor sporadic rim of coniferous species around the lake edge on the west side of the property where the severance is proposed whereby some Eastern White Cedar (*Thuja occidentalis*) and Eastern Hemlock (*Tsuga canadensis*) were observed.

*Aquatic Community:*

3. Open Aquatic (OAO)

The ELC (2008) describes OAO as an environment containing no macrophyte vegetation and no tree or shrub cover. This ecosite tends to be dominated by plankton and has a lake trophic status.

This ecosite represents the open water of Kasshabog Lake, which is located along the east and west shore's property boundary. The lake bottom substrate along the east shoreline (corresponding to the retained land) is comprised of clean bedrock dominated ridges and hollow features containing fine-grained sand and cobbles that have settled in the hollows.

The west shoreline and embayment area (corresponding to the proposed severance lot) contains an abundance of aquatic vegetation and mucky areas. However, there is an Open Aquatic channelized feature that appears to provide access to boats from the neighbouring properties to reach Kasshabog Lake.

#### 4. Pondweed Submerged Shallow Aquatic (SAS1-1) and Floating Leaved

According to the ELC, Submerged Shallow Aquatic communities are dominated by submerged macrophytes (greater than 25%). SAS1-1 is dominated by Pondweeds (primarily *Potamogeton Spp.*).

According to the ELC, Floating-leaved Shallow Aquatic communities are dominated (>25%) by floating-leaved macrophytes. Emergent vegetation may be present but is never dominant. Water varies in depth up to 2 m and standing water is always present.

ORE combined these two (2) ecosites as they appear to co-mingle within the deeper sections of the west embayment. The bay area contains both sufficient sediment and muck deposit depths to support the aquatic vegetation. These wetland type ecotypes on either side of the Open Water channels are discussed above.

### 9.3 Fish Habitat and Fish Observations

#### *Fish Habitat*

MNRF - “Some walleye populations spawn on shoals of lakes larger than 100 ha. Typical spawning sites include gravel-rubble shoals or rocky, wave-washed lake shallows.”

Walleye spawning is considered one of the most sensitive habitats in lakes and rivers due to it being highly sought-after by anglers.

The subject property occurs within a point or peninsula-like landform that juts out into Kasshabog Lake. It also overlooks a westerly bay-like feature whereby Big Mountain Lake overflows and drains into Kasshabog Lake. The overflow was flowing consistently during the site inspections, draining into the same embayment where the subject property is located.

This continual flow of water in the early spring period makes the small bay feature on the west side of the subject property attractive to fish species (such as Walleye) for spawning purposes, provided the gravelly/sandy beds are present in the near shore environment.

The near shore habitat is the column of shallow water at the edge of lakes and rivers. A multitude of fish species use the shallow lake or river environment, due to light penetration which supports aquatic vegetation, to lay their eggs, hide from predators, and feed on crayfish, dragonflies, and leeches.

The near shore gravelly/cobbly beds in the underwater hollows on-site can contain this type of habitat for many spawning species. The aquatic vegetation on the west side of the property (proposed severance shoreline) is relatively abundant and there appears to be both cover, and aquatic vegetation/gravelly material surfaces for fish to adhere their egg mass to. The abundant vegetation suggests this area is typically a calmer area of the lake during the summer period. In contrast, the aquatic vegetation on the east side of the property is sparse.

There is potential for impact to both the riparian (upland shoreline vegetation directly upgradient of lake interface) and the near shore environment if either is modified as a consequence of development. Such modifications could include:

- inserting a dock;
- cleaning out an area for swimming;
- shoreline vegetation removal for vistas/views;
- constructing a boat launch, and/or
- constructing a boathouse.

Any of the above represent a potential to alter or damage an entire ecosystem and jeopardize the conditions that fish use/require to fulfil their needs. Thus planning is required before undertaking work at the water's edge. While the focus of our study was on the west shoreline in regards to fish habitat, the severance falls within the 120 m adjacent lands of the east shore of the retained lands. The east shore was also reviewed in the context of whether it represents significant fisheries according to the PPS.

Photos of the lake conditions (east and west sides of the property) are provided in Figures 5 & 6.

### *Fish Observations*

The following fish species were observed during the dusk/evening inspections as per the Walleye Watch program survey on April 21<sup>st</sup>, 2024:

- Walleye (*Sander vitreus*) - West Shore = 7 individuals, East Shore = 0;
- Yellow Perch (*Perca flavescens*) - West Shore = more than 7, East Shore = 3;
- Smallmouth Bass (*Micropterus dolomieu*) - West Shore = 2, East Shore = 0;
- Rock Bass (*Ambloplites rupestris*) - West Shore = 2, East Shore = 0, and

- Pumpkinseed (*Lepomis gibbosus*) - West Shore =2, East Shore = 0.

According to the background data, Kasshabog Lake does not contain any Species at Risk fish (for instance Lake Sturgeon - *Acipenser fulvescens*).

The total Walleye and other fish species observed during the six (6) hour inspection does not equate to any significant spawning area. It is most likely that the outlet/overflow between Big Mountain Lake and Kasshabog Lake is the primary spring spawning area, given the water velocities and rubbly outfall base. ORE staff anticipate the few Walleye observed during the inspections were making their way up to the overflow/inlet area of the bay.

Photos of the aquatic vegetation conditions and lake bottom sediments are provided in Figures 5 & 6.

## 10.0 Impact Assessment

### 10.1 General Considerations

Based on our assessment, it is our opinion that potential impacts related to future severance development on the site could include the following:

- 1) Potential degradation/alteration of the upland vegetation communities that could impact the nearshore and riparian/shoreline areas directly upgradient of Kasshabog Lake, and/or Kasshabog Lake itself, resulting in warmer exposed lake conditions;
- 2) Potential impacts from vegetation removal/machinery disturbances exposing on-shore soil materials and migration/transportation of those unconsolidated materials towards the lake during storm events, resulting in water quality deterioration of Kasshabog Lake;
- 3) Potential impacts related to post-construction occupation, for instance:
  - Destabilizing of bare or disturbed/altered surficial soils;
  - Insertion of docks into spawning areas to access the lake for recreational purposes;
  - Constructing boat related structures at or near the shoreline;
  - Further removal of vegetation for views/vistas;
  - Dumping of sand at the shoreline or clearing of aquatic vegetation to create swimming areas.

These general impact considerations are further discussed in the following sections.

## 10.2 Development Envelope

Our field investigations have confirmed that the main concern with respect to the proposed severance is the location of any future development relative to the lakeshore (as illustrated on Figure 7). If the severance is approved, the new property owner would need to seek approvals from the Building Department to construct a single residential structure on-site. The construction of the structure(s) could result in a relatively large area of bare soils being exposed adjacent to the lakeshore. ORE staff also anticipate that excavations may be necessary in this area to construct the new foundation.

Overall, the gradient down to the shoreline is gentle in the potential area of disturbance on the propose severance parcel. As such, runoff will be slowed, making it more manageable during the construction and post construction phase to contain soils/sediments.

Recommendations are provided in a following section for mitigation of impacts on the watercourse features.

## 10.3 Construction Related Impacts

The main potential impacts associated with construction activities could include the following:

- loss of vegetation within the proposed severance parcel resulting from tree and shrub removal that could impact the site's buffering capacity with regard to anthropogenic derived nutrients and abnormal heating of runoff in the development area, thereby impacting lake water quality;
- erosion and sediment generated by exposed and/or disturbed soils during excavation and grading activities that could be transported via precipitation events to the near shore area of the lake;
- operation of equipment that disturbs/destabilizes the ground surface in the riparian zone;
- presence of construction debris and waste materials that could infiltrate the lake;

- the need for permanent works to stabilize the construction area in the post construction era to prevent erosion/sedimentation impacts once the construction is complete; and
- sensitivity of the site with respect to imported fill materials and stockpiling of these materials during construction.

Recommendations are provided below to ensure that the potential for impacts relating to occupation and use of the severance are minimized.

## 11.0 Recommendations

### 11.1 Development Envelopes and Constraints

- The proposed severance location is illustrated on Figure 7. A 30 m setback has been appended from the Kasshabog Lake interface to protect the riparian lakeshore habitat.

The future/prospective purchaser would have to construct whatever is being proposed at the Building Application stage according to the setback provided on Figure 7.

- The proposed development on the severance parcel will not impose on the lake habitats and the riparian/near shore environments will continue to function in a natural state. Provided the site plan adheres to the 30 m setback, impacts to Kasshabog Lake and the associated fisheries will not be negatively impacted and the lakeshore habitat will continue to function.
- Provided the authorities are in agreement with the proposal, the proposed severance can be integrated into the wooded areas of the site while minimizing the overall disturbed area.
- As part of the severance process, the existing property owner shall contact an arborist/forester to have them select cut and/or thin-out the area within the 30 m setback/VPZ. The professional shall choose which species (based on health criteria, etc.) can be removed or trimmed to achieve a filtered view of the lake. Clear-cutting should no longer be an option to achieve vistas of the lake as it

would undoubtedly impact the lake biota/fisheries. Any future owner would only be responsible to maintain/remove any hazard or downed trees within the VPZ in the post development period.

- To ensure the development does not advance any closer to Kasshabog Lake than the 30 m limit, the disturbance zone should be defined/demarcated on-site by installing a heavy-duty silt fence around the perimeter of this area as illustrated by Figure 7. Appendix D contains a drawing illustrating how the heavy-duty silt fence should be installed. The silt fence will prevent the construction crew from unnecessarily increasing the overall disturbance footprint, especially when the use of heavy equipment is necessary.

The heavy-duty silt fencing will ensure that any loose/unconsolidated materials will not migrate beyond this limit, thereby protecting Kasshabog Lake, a sensitive hydrological feature. As there is also a potential for turtles to occur within Kasshabog Lake (e.g., Snapping Turtle), the heavy-duty silt fence will serve as a turtle exclusion fence, as recommended by Ministry of Natural Resources and Forestry (MNR/F). Turtles could enter the site and lay their eggs in the loose unconsolidated materials of the construction area. The heavy-duty fence prevents turtles from doing this. Light-duty fence is not considered an exclusion fence material.

- Grass seed and/or sod should also be applied to any exposed/bare soils to ensure these areas are stable and do not represent a potential impact to the downgradient near shore environment.
- ORE has included a location for a proposed dock that would have the least impact on Kasshabog Lake and its fisheries. In addition, the property owner shall discuss clearing a 1.5 m to 2 m wide swath within the 30 m setback/VPZ with the arborist to allow access to the dock location. The clearing/routing of the trail within the VPZ should be demarcated and cleared by the arborist based on being the route that requires the least amount of trees/vegetation to be removed (i.e., path of least impact).

## 11.2 General Design Considerations

- The design/layout plan for the single residential development during the Building Application stage should demonstrate that the work can be completed within the development limit defined by the heavy-duty silt fence illustrated on Figure 7



(Constraints).

- All recommended erosion controls should be installed prior to commencing any works on the property to ensure Kasshabog Lake is not impacted. Vegetation/seed/sod must be established on all bare soil areas at the end of the construction. The works cannot be considered complete until all surfaces are stable. The Site Plan should illustrate how all surfaces/grades will be stabilized/finished.
- Passive stormwater management controls should be incorporated into the lot/development design. Examples include roof leaders being directed to an area where the flows will not gouge or destabilize soils over time. The warm flows from the roof leaders should be infiltrated into the ground (if possible), so as to reduce potential thermal impacts to Kasshabog Lake. If the soils are sandy in the area of the cottage, it may be possible to outlet the roof leaders onto the grass surface. Gravel can also be introduced at the end of the leaders to create an apron that dissipates the energy of the flows, distributing them over a larger area to enhance infiltration. There are also plastic dissipation troughs that can be purchased to prevent gouging directly at the base of the leader. These are available at most hardware and landscape supply retailers.

### 11.3 Construction Mitigation

- Proper erosion/sedimentation controls will be required at all times while heavy equipment operates at the site. Heavy-duty silt fence should be installed around the perimeter of the construction limit that will encompass the identified building envelope, as illustrated by Figure 7. Bales of geotextile wrapped straw could be installed inside the silt fence, especially, in areas where heavier sediment loads may occur. The bales can also be used at the corners of the silt fence for further stabilization. Construction should not continue during heavy precipitation events. After these events, the fence and bales should be checked to ensure their effectiveness.
- The heavy-duty silt fence and wrapped hay bales provide a solution to mitigate sheet runoff, not concentrated flows. Therefore, if a concentrated flow results from construction, another type of erosion/sedimentation control, such as a rock check dam that incorporates stone and geotextile filter cloth to prevent sediment laden runoff from entering Kasshabog Lake, should be utilized. The contractor or owner should illustrate any such controls on their Site Plan.



- Only clean fill should be imported to the site. The fill should not contain organic materials such as plant debris or topsoil that may contain exotic or invasive species that could out-compete native species along the lakeshore. If imported topsoil is required, screened topsoil should be the only material applied to top-dress the fill. Any imported materials that are stockpiled on-site should be surrounded by heavy-duty silt fence until the materials are applied. The fence will prevent species such as turtles from leaving the lakeshore to nest within the loose unconsolidated materials during construction.

If the applicant or the future property owner intends to raise any areas of the building envelope by importing fill to the site for grading, the graded slopes shall remain inside the limits illustrated on Figure 7. They should also be a reasonable grade (i.e., 3:1 or shallower), to ensure that materials do not erode past the limit(s) once the heavy-duty silt fence has been removed. Any steeper embankment slopes proposed at the site would require the installation of slope stability controls such as a retaining wall, and should be incorporated into the final grading plans, if such are proposed.

- To reduce potential post-construction sedimentation, the site should be quickly seeded or sodded to re-establish the root structure within the upper soils where areas have been disturbed and soils are exposed. Once the seeding or sodding is determined to be a success (germinated) and the soils are stable, the erosion/sedimentation controls can be removed.
- Absolutely no construction equipment can go beyond the construction limits identified by the silt fence and enter any of the waterways to conduct the work, nor should equipment grade any new swales or other drainage works on-site to direct channelized flows toward the lake. All equipment must remain within the area designated for construction (to be outlined by the heavy-duty silt fence).

## 11.4 Closing Remarks

Considering the above, it is our opinion that the applicant should be allowed to sever the parcel as identified on Figure 7. If the severance application is successful, the constraints parameters in the same Figure should be identified to prospective purchasers of the property (if that is the intent). Provided the mitigation measures recommended herein are adhered to, there should be no impacts to Kasshabog Lake and its fisheries from the proposed site alterations. ORE staff recommend that the measures outlined in this report be included in the final Site Plan for the property.

The proponent should recognize that this *scoped* Environmental Impact Study provides recommendations pertaining only to natural environmental issues. Other issues related to Land Use Planning, servicing and/or Engineering may also need to be addressed with respect to any future application(s) and/or development plans.

The proponent should obtain all required permits from the agencies prior to commencing any construction on-site. Failure to do so may result in delays and/or other liabilities.

**\*\*End of *Scoped* EIS Report\*\***

Yours truly,  
**Oakridge Environmental Limited**



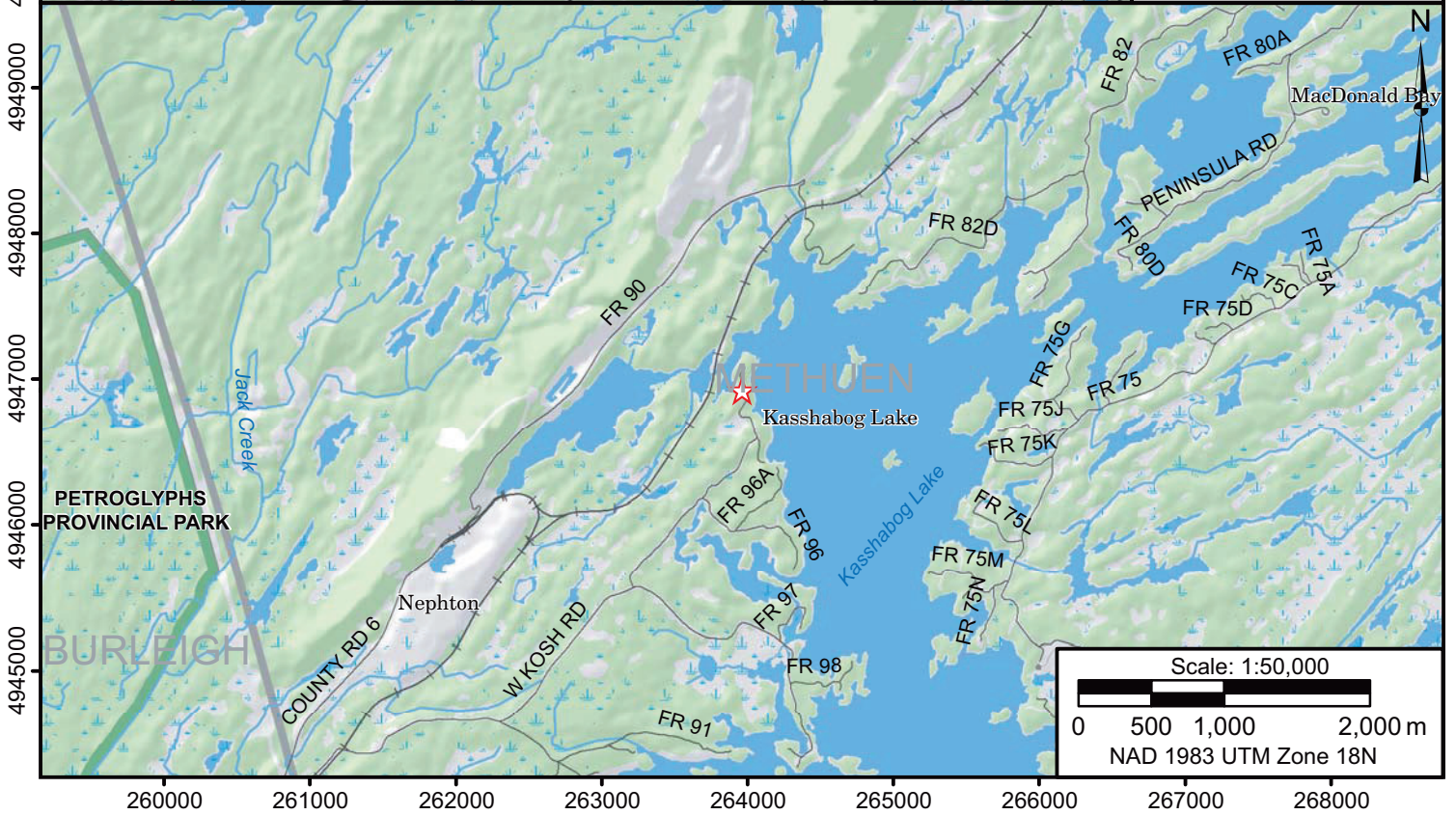
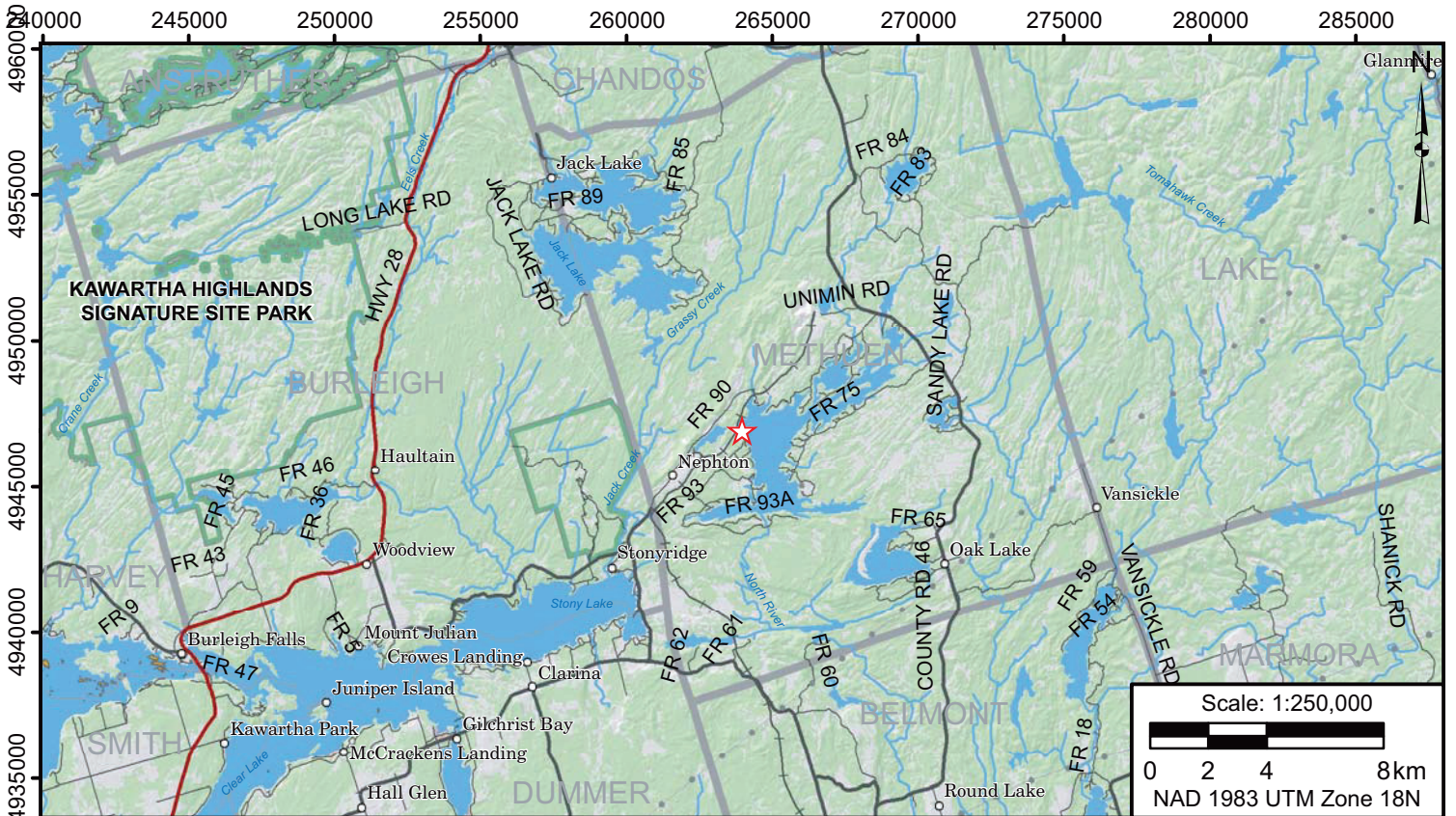
Rob West, HBSc.  
Senior Ecologist

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## **Figures**





☆ Approximate Site Location

**Scoped Natural Heritage Evaluation (sNHE)  
Proposed One (1) Lot Severance**  
71 Fire Route 94, Kasshabog Lake  
Part of Lots 14 & 15, Concession 8 (Methuen)  
Township of Havelock-Belmont-Methuen,  
County of Peterborough

North American Datum (NAD) 1983

TITLE  
**General Location**

Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)



PROJECT #  
23-3367

FIGURE NO.

DATE  
May 2024

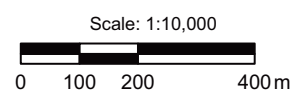
**1**  
344 of 623





**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshabog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

- Approximate Property Boundary
- Proposed Severance
- Wooded Area
- Waterbody
- Wetland (Unevaluated)
- Watercourse
- Contour (5m Intervals)
- Spot Height (m asl)
- Building (symbol)
- Road
- Railway
- Geographic Lot Fabric



*Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)*  
 Optimized for Oakridge Environmental Ltd. printing

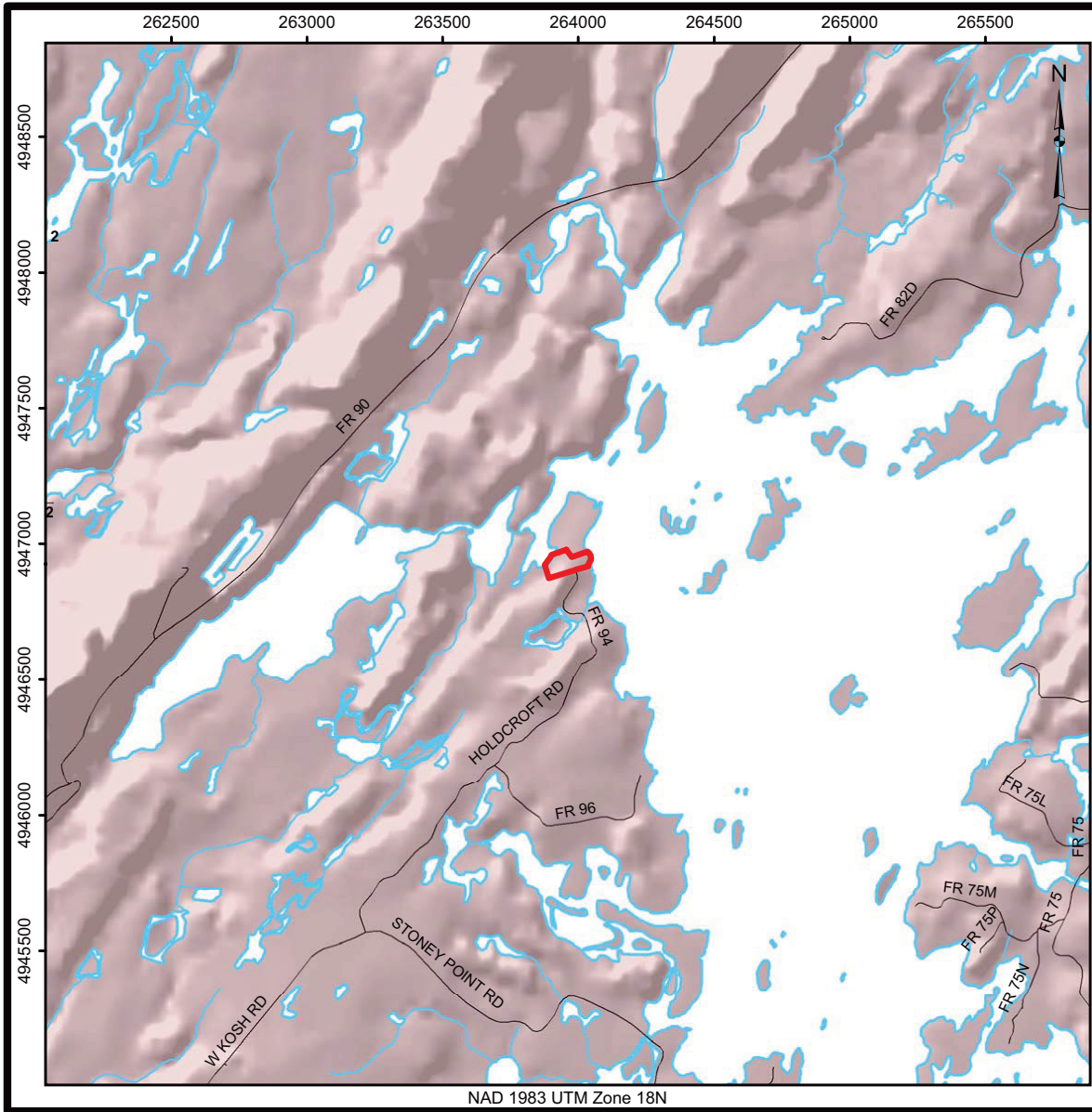
TITLE  
**Topography and Drainage**



PROJECT #  
23-3367

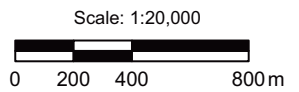
DATE  
May 2024

FIGURE NO.  
2



**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshabog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

- Approximate Property Boundary
- Waterbody
- Watercourse
- Contact (approximate/assumed)
- Precambrian bedrock-drift complex



*Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)*

*Optimized for Oakridge Environmental Ltd. printing*

TITLE  
**Surficial Geology**



PROJECT #  
 23-3367

FIGURE NO.

DATE  
 May 2024

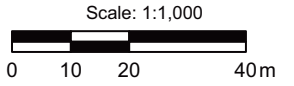
**3**





**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshobog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

- Approximate Property Boundary
- Proposed Severance
- Existing Residence
- Dry - Fresh Deciduous Forest (FOD4)
- Open Aquatic (OAO)
- Pondweed Submerged Shallow Aquatic (SAS1-1) and Floating Leaved
- Rural Property (CVR\_4)
- Waterbody Shoreline (LIO)
- Road
- Contour (5 m Intervals)



*Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)*

*Imagery provided by Google Earth (2022)*

*Feature locations determined by differential GPS (+/- 3.0 m)*

*Optimized for Oakridge Environmental Ltd. printing*

TITLE  
**Vegetation**



PROJECT #  
 23-3367

DATE  
 May 2024

FIGURE NO.  
**4**





Photo A (Above): was taken along the east edge of the property on the retained lands. In the background is Kasshabog Lake.

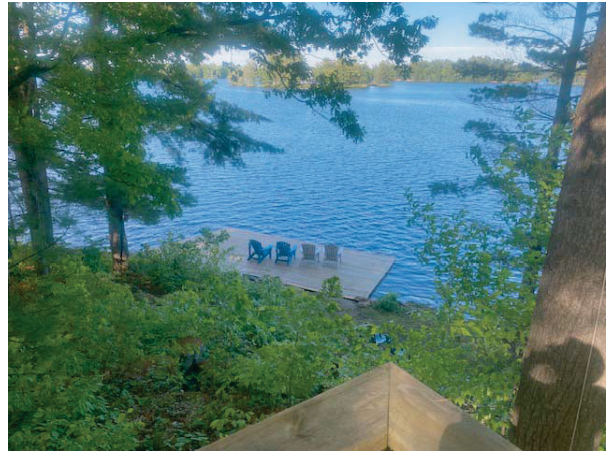


Photo B (Above): was taken along the east edge of retained lands where the existing cottage is located.

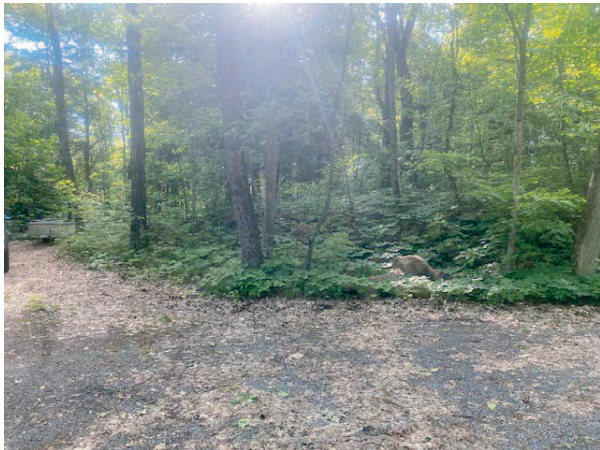


Photo C (Above): was taken in the area directly south of the proposed lot illustrating the deciduous type woodland habitat that occurs in the general area of the proposed severance.



Photo D (Above): was taken along the shoreline directly south of the proposed lot illustrating the aquatic/weedy conditions in this section of the bay.

<p>Photos Taken: April 21, 2024</p>	<p><b>Scoped Natural Heritage Evaluation (sNHE)</b>  <b>Proposed One (1) Lot Severance</b>          71 Fire Route 94, Kasshabog Lake          Part of Lots 14 &amp; 15, Concession 8 (Methuen)          Township of Havelock-Belmont-Methuen,          County of Peterborough</p>	<p>TITLE</p> <p style="text-align: center;"><b>Site Photos</b></p>	
	<p> <b>ORE</b>  <b>Oakridge Environmental Ltd.</b>  <small>Open Session Regular Council Meeting - September 17, 2024</small></p>	<p>PROJECT # 23-3367</p>	<p>FIGURE NO.</p> <p style="text-align: center;"><b>5</b></p>
<p>Optimized for Oakridge Environmental Ltd. printing</p>	<p><small>Open Session Regular Council Meeting - September 17, 2024</small></p>	<p>DATE May 2024</p>	<p>348 of 623</p>





Photo A (Above): was taken from FR 94 looking towards the embayment area of Kasshabog Lake. This provides a view through the proposed severance lot.



Photo B (Above): was taken along the shoreline of the embayment that the proposed severance would front onto.



Photo C (Above): was taken looking north through the upland area of the lot that possesses both a conifer rim (directly adjacent to the lake) and deciduous woodland habitat in the interior.



Photo D (Above): was taken overlooking the bay that the proposed severance parcel would front onto.

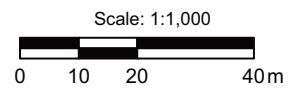
<p>Photos Taken: April 21, 2024</p>	<p><b>Scoped Natural Heritage Evaluation (sNHE)</b>  <b>Proposed One (1) Lot Severance</b>          71 Fire Route 94, Kasshabog Lake          Part of Lots 14 &amp; 15, Concession 8 (Methuen)          Township of Havelock-Belmont-Methuen,          County of Peterborough</p>	<p>TITLE</p> <p style="text-align: center;"><b>Site Photos</b></p>	
	 <p>Open Session Regular Council Meeting - September 17, 2024</p>	<p>PROJECT # 23-3367</p>	<p>FIGURE NO.</p> <p style="text-align: center;"><b>6</b></p>
<p>Optimized for Oakridge Environmental Ltd. printing</p>	<p>DATE May 2024</p>	<p>349 of 623</p>	





**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshabog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

- Approximate Property Boundary
- Proposed Severance
- Existing Residence
- Waterbody Shoreline (LIO)
- Waterbody Setback (30 m)
- Road
- Contour (5 m Intervals)
- Approximate Proposed Dock
- Approximate Proposed Path
- Heavy-duty Silt Fence



Notes: Base maps provided by Land Information Ontario (LIO) and Natural Resources Canada (2023)

Imagery provided by Google Earth (2022)

Feature locations determined by differential GPS (+/- 3.0 m)

Optimized for Oakridge Environmental Ltd. printing

TITLE

**Constraints**



PROJECT #  
23-3367

DATE  
May 2024

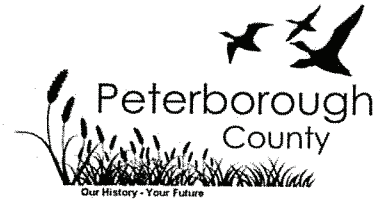
FIGURE NO.  
**7**

# **Appendix A**

Preliminary Severance Review (PSR)

# Preliminary Severance Review

Prepared by the Peterborough County  
Planning Department



Date: August 6, 2021

Name: Steven Rye, Timothy Rye & Karen Sawyer Agent: N/A

Email: [REDACTED] Phone: [REDACTED]

Municipality: Havelock-Belmont-Methuen, Methuen Ward

Lot: Part Lots 14 & 15 Concession: 8 Roll No.: 1531-010-009-21700

Municipal Address: 71 Fire Route 94

Type of Severance: recreational residential lot(s)

	Severed	Retained
County Official Plan	Shoreland Area	Shoreland Area
Municipal Official Plan	Shoreline	Shoreline
Municipal Zoning	Seasonal Residential (SR)	Seasonal Residential (SR)
Area and Frontage	± 0.56 hectares, ± 45.1 m frontage on Kasshabog Lake	± 0.50 hectares, ± 54.4 m frontage on Kasshabog Lake
Existing Use/Buildings	Recreational, vacant	Cottage, boathouse, accessory structures

**Conforms to Provincial policies?**

Yes  No

Studies are required to demonstrate the proposal will have no negative impact on fish habitat.

**Conforms to County Official Plan policies?**

Yes  No

The proposed severance appears to conform to the County Official Plan policies, provided no negative impacts on fish habitat.

**Conforms to Township Official Plan policies?**

Yes  No

The proposed severance appears to conform to the Township Official Plan policies, provided no negative impacts on fish habitat.

**Conforms to Township Zoning By-Law?**

Severed parcel meets Zoning requirements:

Yes  No

Retained parcel meets Zoning requirements:

Yes  No

Severed parcel does not appear to meet minimum lot frontage requirements.

**Studies required to support the application?**

Yes  No

- Environmental Impact Study \* Fish Habitat

**Provincial Policy Review:**

The following key natural heritage features and/or key hydrologic features have been identified on or adjacent to the subject property:

- Wetlands
- Significant Wildlife Habitat
- Area of Natural and Scientific Interest (ANSI)
- Fish habitat
- Significant Woodlands
- Other key hydrologic feature (stream, pond, lake)
- Species at Risk
- Habitat of Endangered or Threatened Species

Does the proposal require a Natural Heritage Evaluation to address the features identified above?

- Yes
- No

Sections 4.2.3 and 4.2.4.1(c) of the Growth Plan state that development and site alteration, including lot creation, is not permitted in key hydrologic features or the minimum 30 metre vegetation protection zone (VPZ) surrounding the feature. In addition, Section 4.2.4.1 of the Growth Plan states that development within 120 metres of a key hydrologic feature will require a natural heritage evaluation/hydrologic evaluation. Although the severed parcel is located within 120 metres of Kasshabog Lake, the County Official Plan policies require a minimum 30 metre setback for all new development, and therefore, a natural heritage and/or hydrologic evaluation is not required to address this feature.

Mapping available to the County indicates that fish habitat is present along the shoreline of Kasshabog Lake proximate to the severed parcel. PPS policy 2.1.6 prohibits development and site alteration within fish habitat except in accordance with provincial and federal requirements. Section 2.1.8 of the PPS as well as Sections 4.1.3.1 and 4.1.3.4 of the County Official Plan state that any development within 30 metres of fish habitat will require an Environmental Impact Study (EIS). The EIS must demonstrate that there will be no negative impacts on the natural features or on their ecological functions before development can be permitted.

Does the proposal meet Minimum Distance Separation requirements?

- Yes
- No
- Not Applicable

No livestock facilities have been identified within a 1,500 metre radius of the subject property.

**County Official Plan Policy Review:**

Section 2.6.3.3 of the Plan permits severances within Shoreland Areas provided the requirements of the Health Unit can be met (S.2.6.3.3 (A)); and provided that proposed lots have direct frontage on and access from publicly owned and maintained roads unless otherwise permitted in local Official Plans (S.2.6.3.3 (C)). Water access for recreational uses may be permitted as specified in local Official Plans (S.2.6.3.3 (C)).

Section 5.3.3.5 of the Plan states in part that "new development is not permitted if it is not accessible by a public road which is maintained year round, unless the local plan



contains policies permitting new development not accessible by a public road maintained year-round."

Section 2.6.3.1 of the Plan states that "under no circumstances shall severances be recommended for approval where proposed severances are contrary to this Plan and/or the respective local Official Plan."

**Municipal Official Plan Policy Review:**

The lands proposed for severance are designated Shoreline in the local Official Plan. Permitted uses in the Shoreline designation include residential uses of both a permanent and recreational nature (S. 3.3.3).

As per Section 2.2.2.1 (u), the number of new lots that may be created by consent shall be three (3) severed and one (1) retained per land holding. A land holding is defined as a separate parcel recorded in the Land Registry Office as of February 15, 1990. A review of County Land Division records indicates that the subject property has not received any prior consents, and is therefore eligible for severance in principle.

Section 2.2.2.1 (g) states that all lots created by consent as well as the retained parcel shall front on and have access from a public road which is maintained year round and which is of reasonable standard and construction. Exceptions are provided in Section 2.1.5, which states that lot creation may be permitted on a private road existing as of the date of adoption of the Official Plan. Residential development along shorelines may be permitted with direct access by private road, provided that development is limited to single-unit dwellings (S. 2.1.5.4). It appears there is private road access to both the severed and retained lots.

Section 3.7.3.3 requires completion of an Environmental Impact Study (EIS) which demonstrates that there will be no negative impacts on the natural features or their ecological functions where development is proposed within 30 metres of fish spawning areas.

As applicable, consents must meet Zoning By-law, Health Unit and Minimum Distance Separation (MDS) requirements (S. 2.2.2.1,(j),(l(ii)) & (p)). The severed parcel does not appear to meet the lot frontage requirements of the Seasonal Residential (SR) Zone.

***Reviewed By: Amanda Warren***

---

**Additional Notes**

Agencies to be contacted <u>by landowner or agent</u> (marked with an X):	
<input checked="" type="checkbox"/> Township	<input checked="" type="checkbox"/> Peterborough Public Health
<input checked="" type="checkbox"/> Conservation Authority	<input type="checkbox"/> Trent-Severn Waterway
<input type="checkbox"/> Source Water Risk Management Officer	<input type="checkbox"/> First Nations
<input checked="" type="checkbox"/> Ministry of Environment, Conservation and Parks	<input type="checkbox"/> Other

Proposal requires confirmation from the Township or identified agency regarding policy conformity.

\* The landowner should be aware that local council may not support a rezoning or minor variance to create a lot that is not in compliance with the provisions of the Zoning By-law.

\* The lands may be within the watershed of a local Conservation Authority. It is recommended that you contact the Authority to determine what, if any, permits may be necessary:

- No Conservation Authority in the area
- Otonabee Region Conservation Authority (ORCA), (705) 745-5791
- Crowe Valley Conservation Authority (CVCA), (613) 472-3137
- Kawartha Region Conservation Authority (KRCA), (705) 328-227

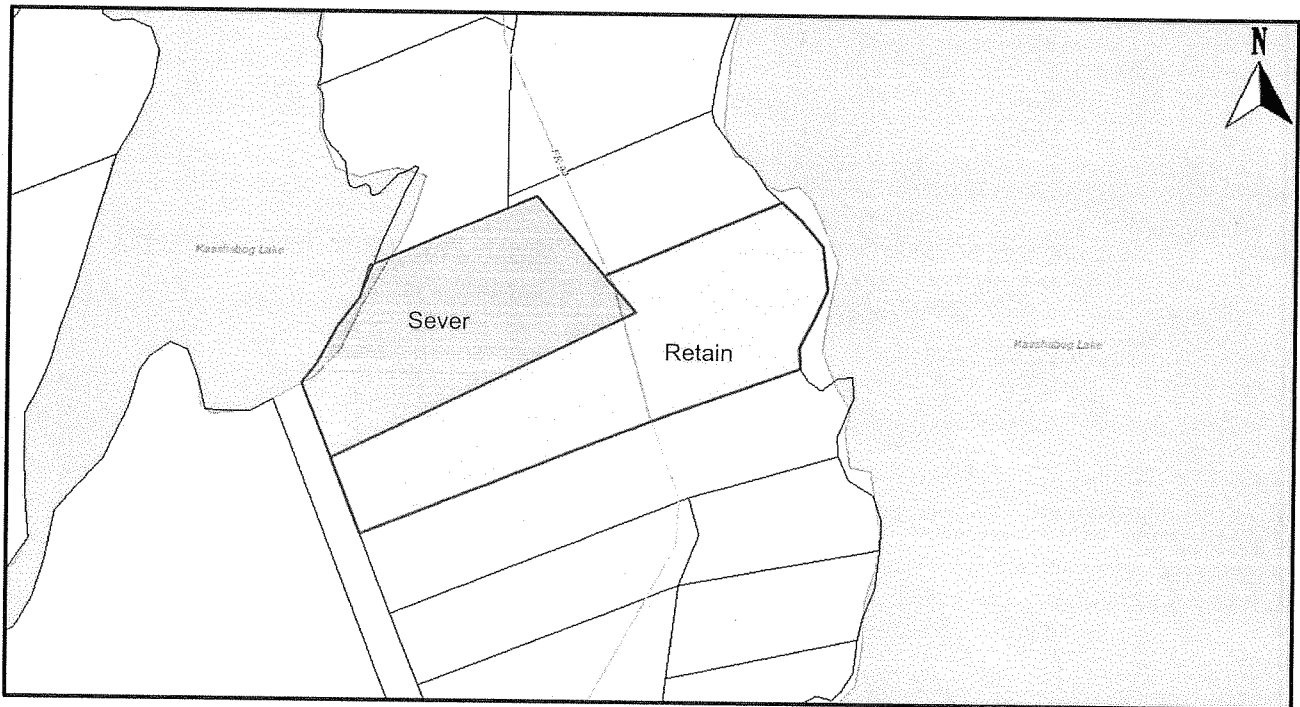
\* It is the responsibility of the landowner to identify endangered and threatened species and their habitat on the property prior to undertaking work, and to ensure that the work/activity will not result in negative impacts. Landowners are encouraged to consult with the Ministry of Environment, Conservation and Parks (MECP) if they have questions about the *Endangered Species Act, 2007 (ESA)*. Any sightings of a threatened or endangered species during development and construction on the property must be reported in accordance with the ESA.

**Important**

***Our position on the overall conformity of the proposal is based on information available at the time of review. Subsequent information from commenting agencies can change our comments relating to any formal application for severance which is subsequently filed. The above-noted comments should not be construed as preliminary approval or denial of a proposal but recognized as a position of the County Planning Department based on the availability of current information.***

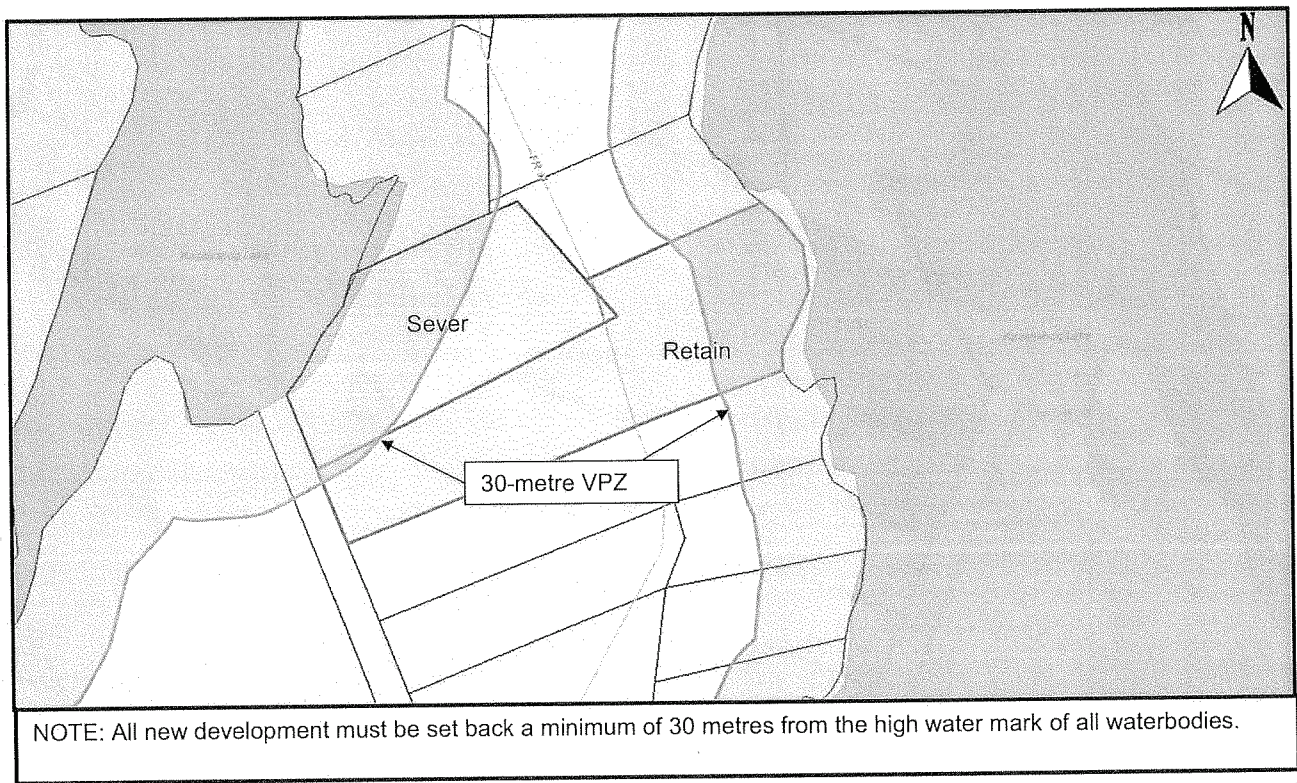


**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Severance Sketch



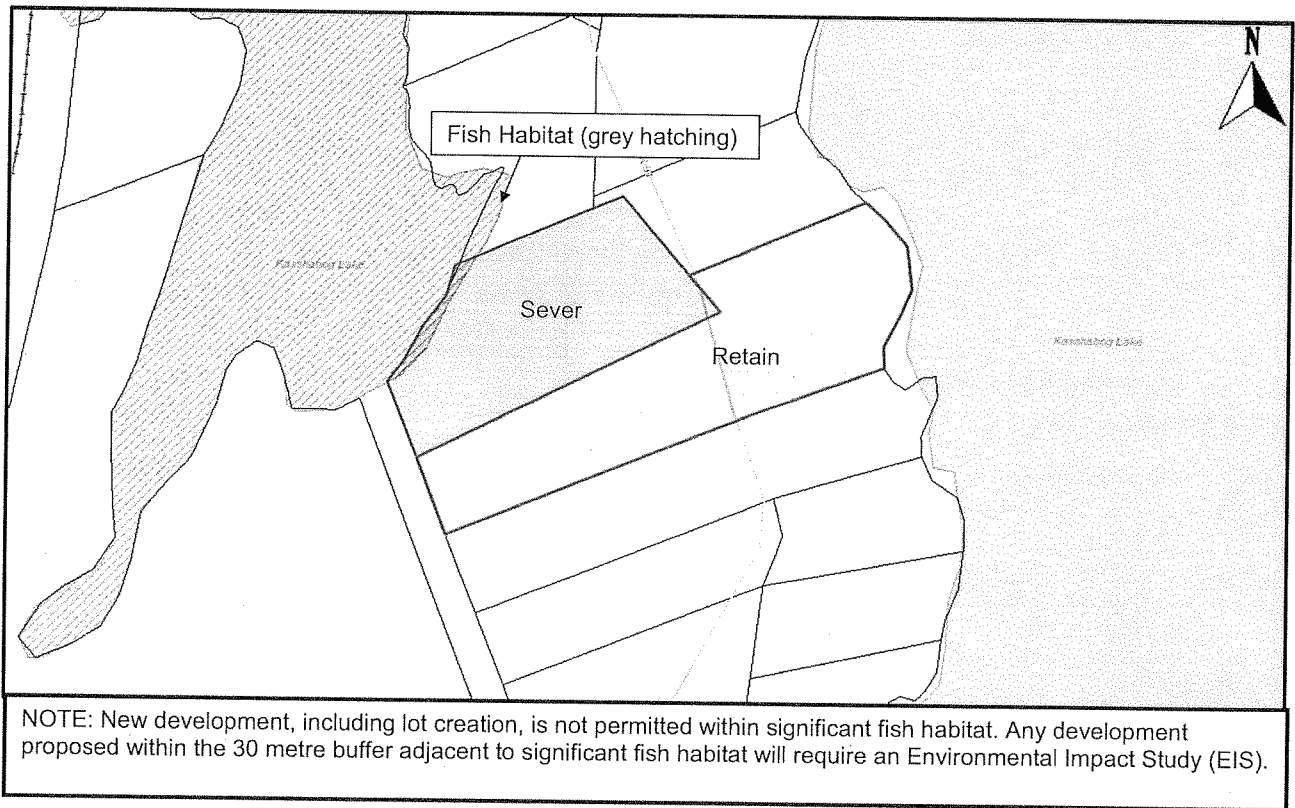
Scale (metric)  
1:1200

**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Key Hydrologic Features



Scale (metric)  
1:1200

**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Fish Habitat



Scale (metric)  
1:1200

## **Appendix B**

Prescreen for Species at Risk Fish



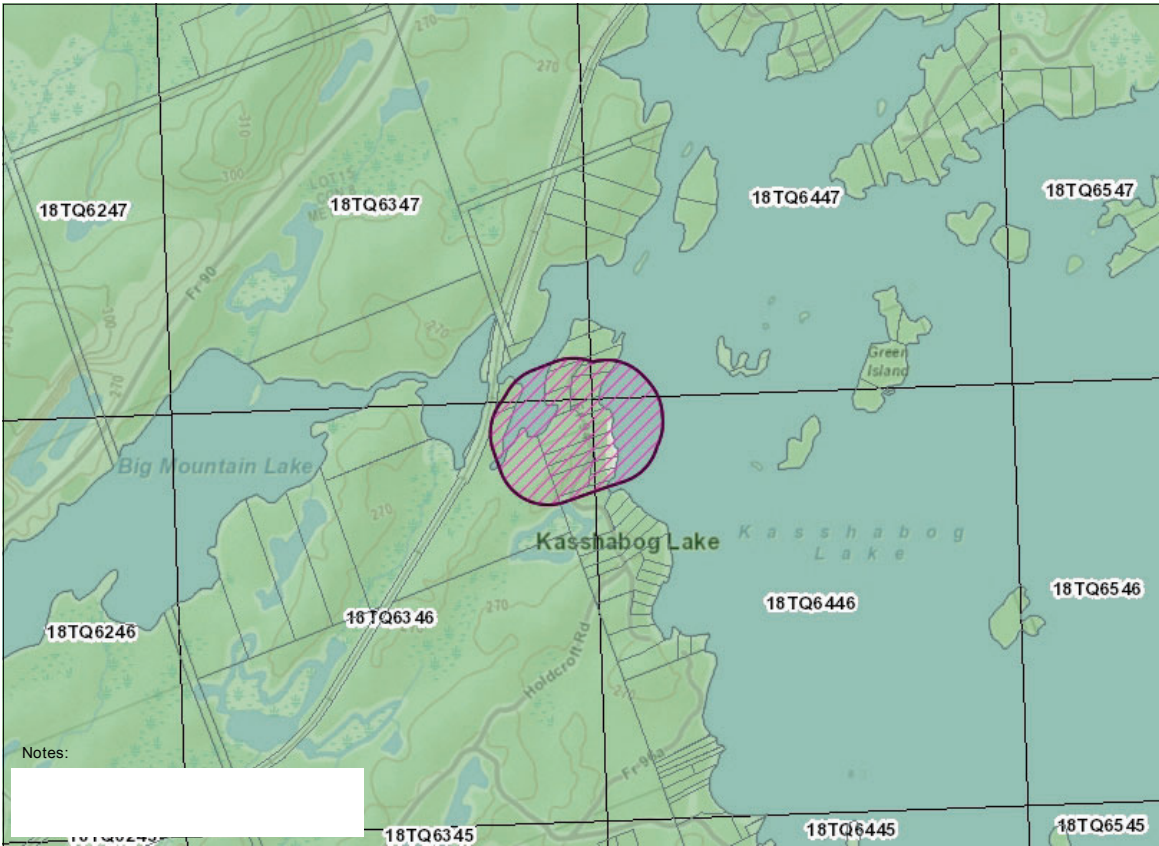
Ministry of Natural Resources and Forestry  
Make-a-Map: Natural Heritage Areas

### NHIC Map

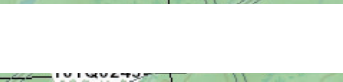
Map created: 11/23/2023

### Legend

- Assessment Parcel
- NHIC 1 Km Grid
- ANSI
- Earth Science Provincially Significant/sciences de la terre d'importance provinciale
- Earth Science Regionally Significant/sciences de la terre d'importance régionale
- Life Science Provincially Significant/sciences de la vie d'importance provinciale
- Life Science Regionally Significant/sciences de la vie d'importance régionale
- Conservation Reserve
- Provincial Park
- Natural Heritage System



Notes:



Absence of a feature in the map does not mean they do not exist in this area.

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. The Ontario Ministry of Natural Resources and Forestry (OMNRF) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.  
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GTA 2005 / SWOOP 2006 / Simcoe-Muskoka-Dufferin © FirstBase Solutions, 2005 / 2006 / 2008  
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### NHIC Data

To work further with this data select the content and copy it into your own word or excel documents.

OGF ID	Element Type	Common Name	Scientific Name	SRank	SARO Status	COSEWIC Status	ATLAS NAD83 IDENT	COMMENTS
1067502	WILDLIFE CONCENTRATION AREA	Colonial Waterbird Nesting Area	Colonial Waterbird Nesting Area	SNR			18TQ6346	
1067502	SPECIES	Evening Grosbeak	Coccothraustes vespertinus	S4	SC	SC	18TQ6346	
1067502	SPECIES	Eastern Whip-poor- will	Antrostomus vociferus	S4B	THR	THR	18TQ6346	
1067502	SPECIES	Blanding's Turtle	Emydoidea blandingii	S3	THR	END	18TQ6346	
1067512	WILDLIFE CONCENTRATION AREA	Colonial Waterbird Nesting Area	Colonial Waterbird Nesting Area	SNR			18TQ6446	
1067512	SPECIES	Eastern Whip-poor- will	Antrostomus vociferus	S4B	THR	THR	18TQ6446	
1067512	SPECIES	Blanding's Turtle	Emydoidea blandingii	S3	THR	END	18TQ6446	
1067503	WILDLIFE CONCENTRATION AREA	Colonial Waterbird Nesting Area	Colonial Waterbird Nesting Area	SNR			18TQ6347	
1067503	SPECIES	Midland Painted Turtle	Chrysemys picta marginata	S4		SC	18TQ6347	
1067503	SPECIES	Eastern Whip-poor- will	Antrostomus vociferus	S4B	THR	THR	18TQ6347	
1067503	SPECIES	Blanding's Turtle	Emydoidea blandingii	S3	THR	END	18TQ6347	
1067513	WILDLIFE CONCENTRATION AREA	Colonial Waterbird Nesting Area	Colonial Waterbird Nesting Area	SNR			18TQ6447	





## Kasshabog Lake

Waterbody

Regulations

**Fish**

Stocking

Survey

### Fish Species Found in Waterbody

#### MNRF

Species observed or confirmed by MNRF. This list may contain historical records

Species	Last Observation Date
Brown Bullhead	-
Largemouth Bass	-
Muskellunge	-
Pumpkinseed	-
Smallmouth Bass	-
Walleye	-
White Sucker	-
Yellow Perch	-

#### Public

Species reported by the public (unconfirmed)

[Report a Species](#)

Species	Last Observation Date
Largemouth Bass	24-MAY-22
Muskellunge	08-JUL-22
Rock Bass	14-AUG-21
Smallmouth Bass	24-MAY-22
Walleye	24-MAY-22



## Big Mountain Lake

Waterbody

Regulations

**Fish**

Stocking

Survey

### Fish Species Found in Waterbody

#### MNRF

Species observed or confirmed by MNRF. This list may contain historical records

Species	Last Observation Date
Largemouth Bass	31-JUL-14
Pumpkinseed	31-JUL-14
Rock Bass	31-JUL-14
Smallmouth Bass	31-JUL-14
Yellow Perch	31-JUL-14

# **Appendix C**

## Species List



# Species List

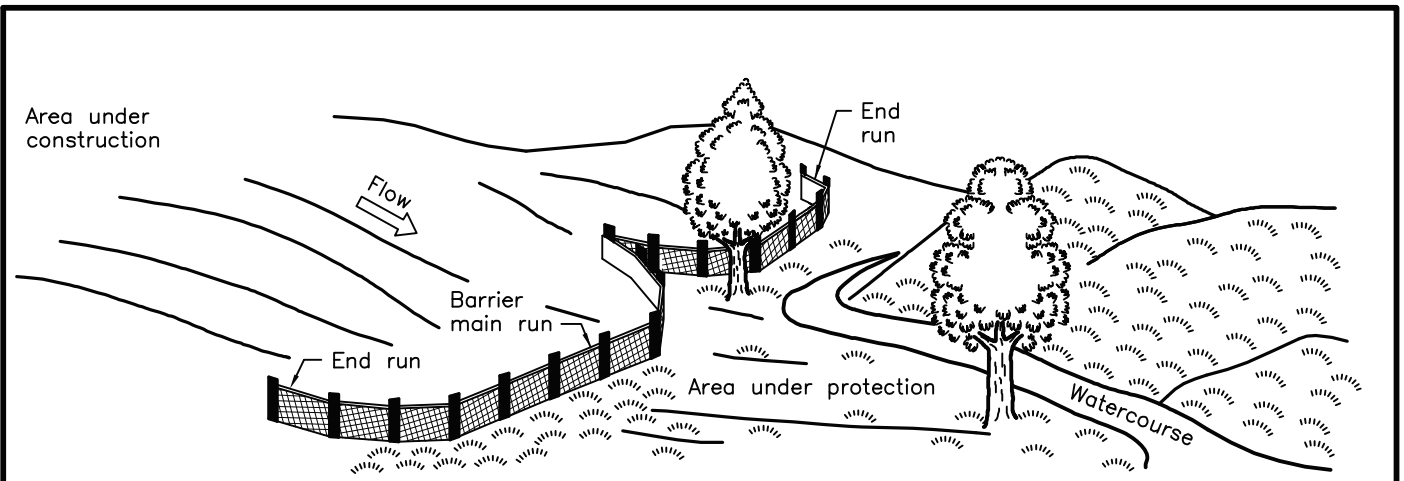
KINGDOM	Common Name	Scientific Name	SARO	SARA
<b>Animalia</b>	American Bullfrog	Lithobates catesbeianus		
	American Robin	Turdus migratorius		
	Blue Jay	Cyanocitta cristata		
	Canadian Toad	Anaxyrus hemiophrys		
	Common Grackle	Quiscalus quiscula		
	Common Loon	Gavia immer	NAR	
	Common Raven	Corvus corax		
	Common Yellowthroat	Geothlypis trichas		
	Eastern Chipmunk	Tamias striatus		
	Eastern Kingbird	Tyrannus tyrannus		
	Eastern Wood-pewee	Contopus virens	SC	Special Concern/Préoccupante
	Gray Catbird	Dumetella carolinensis		
	Hairy Woodpecker	Dryobates villosus		
	Northern Cardinal	Cardinalis cardinalis		
	Ovenbird	Seiurus aurocapilla		
	Pileated Woodpecker	Dryocopus pileatus		
	Pumpkinseed	Lepomis gibbosus		
	Red Admiral	Vanessa atalanta		
	Red Fox	Vulpes vulpes		
	Red Squirrel	Tamiasciurus hudsonicus		
	Red-breasted Nuthatch	Sitta canadensis		
	Red-eyed Vireo	Vireo olivaceus		
	Red-tailed Hawk	Buteo jamaicensis	NAR	
	Rock Bass	Ambloplites rupestris		
	Smallmouth Bass	Micropterus dolomieu		
	Song Sparrow	Melospiza melodia		

<b>KINGDOM</b>	<b>Common Name</b>	<b>Scientific Name</b>	<b>SARO</b>	<b>SARA</b>
	Swamp Darner	<i>Epiaschna heros</i>		
	Swamp Sparrow	<i>Melospiza georgiana</i>		
	Walleye	<i>Sander vitreus</i>		
	Wood Frog	<i>Lithobates sylvaticus</i>		
	Yellow Perch	<i>Perca flavescens</i>		
	Yellow Warbler	<i>Setophaga petechia</i>		
	Yellow-rumped Warbler	<i>Setophaga coronata</i>		
<b>Plantae</b>	American Eelgrass	<i>Vallisneria americana</i>		
	Annual Fleabane	<i>Erigeron annuus</i>		
	Basswood	<i>Tilia americana</i>		
	Black Cherry	<i>Prunus serotina</i>		
	Canada Goldenrod	<i>Solidago canadensis</i>		
	Canada Yew	<i>Taxus canadensis</i>		
	Common Dandelion	<i>Taraxacum officinale</i>		
	Common Mullein	<i>Verbascum thapsus</i>		
	Common Plantain	<i>Plantago major</i>		
	Common Self-heal	<i>Prunella vulgaris</i>		
	Common Sow-thistle	<i>Sonchus oleraceus</i>		
	Common Speedwell	<i>Veronica officinalis</i>		
	Common St. John's-wort	<i>Hypericum perforatum ssp. perforatum</i>		
	Common Timothy	<i>Phleum pratense</i>		
	Common Viper's Bugloss	<i>Echium vulgare</i>		
	Common Yarrow	<i>Achillea millefolium</i>		
	Curly-leaved Pondweed	<i>Potamogeton crispus</i>		
	Eastern Bracken Fern	<i>Pteridium aquilinum ssp. latiusculum</i>		
	Eastern Buttonbush	<i>Cephalanthus occidentalis</i>		
	Eastern Hemlock	<i>Tsuga canadensis</i>		
	Eastern Hop-hornbeam	<i>Ostrya virginiana</i>		
	Eastern White Cedar	<i>Thuja occidentalis</i>		

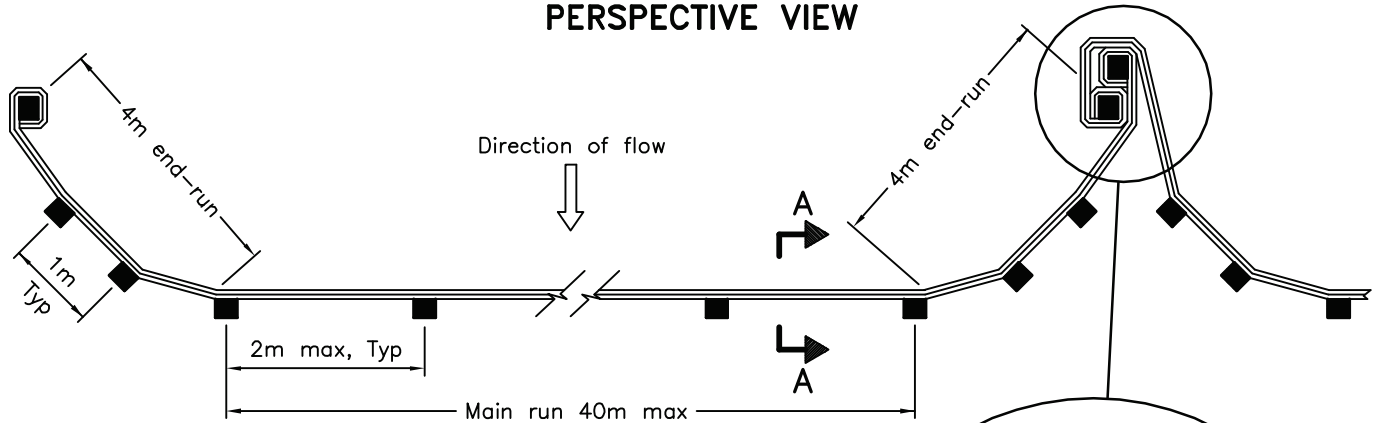
<b>KINGDOM</b>	<b>Common Name</b>	<b>Scientific Name</b>	<b>SARO</b>	<b>SARA</b>
	Eastern White Pine	<i>Pinus strobus</i>		
	European Buckthorn	<i>Rhamnus cathartica</i>		
	European Frog-bit	<i>Hydrocharis morsus-ranae</i>		
	Floating-leaved Pondweed	<i>Potamogeton natans</i>		
	Fragrant Water-lily	<i>Nymphaea odorata</i>		
	Illinois Pondweed	<i>Potamogeton illinoensis</i>		
	Large-toothed Aspen	<i>Populus grandidentata</i>		
	Northern Red Oak	<i>Quercus rubra</i>		
	Pennsylvania Sedge	<i>Carex pennsylvanica</i>		
	Red Maple	<i>Acer rubrum</i>		
	Smooth Yellow Violet	<i>Viola pubescens</i> var. <i>scabriuscula</i>		
	Spinulose Wood Fern	<i>Dryopteris carthusiana</i>		
	Sugar Maple	<i>Acer saccharum</i>		
	Trembling Aspen	<i>Populus tremuloides</i>		
	Watershield	<i>Brasenia schreberi</i>		
	White Ash	<i>Fraxinus americana</i>		
	White Elm	<i>Ulmus americana</i>		
	White Meadowsweet	<i>Spiraea alba</i> var. <i>alba</i>		
	White Trillium	<i>Trillium grandiflorum</i>		
	Wild Sarsaparilla	<i>Aralia nudicaulis</i>		
	Yellow Trout-lily	<i>Erythronium americanum</i>		
	Zigzag Goldenrod	<i>Solidago flexicaulis</i>		

## **Appendix D**

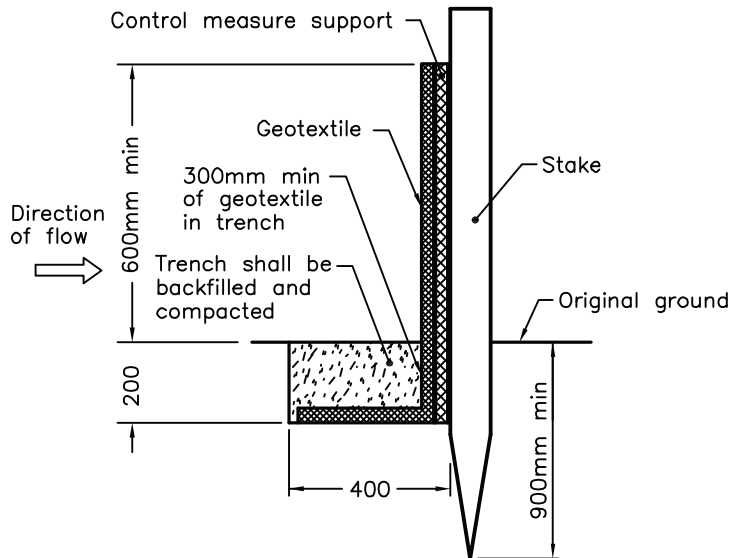
### OPSD Heavy-duty Silt Fence



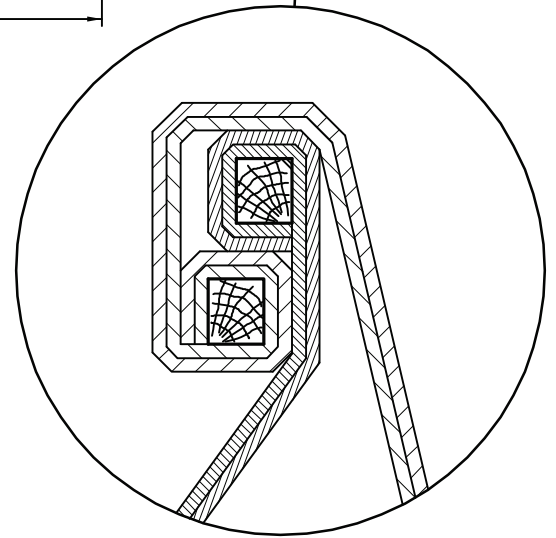
**PERSPECTIVE VIEW**



**PLAN**



**SECTION A-A**



**JOINT DETAIL**

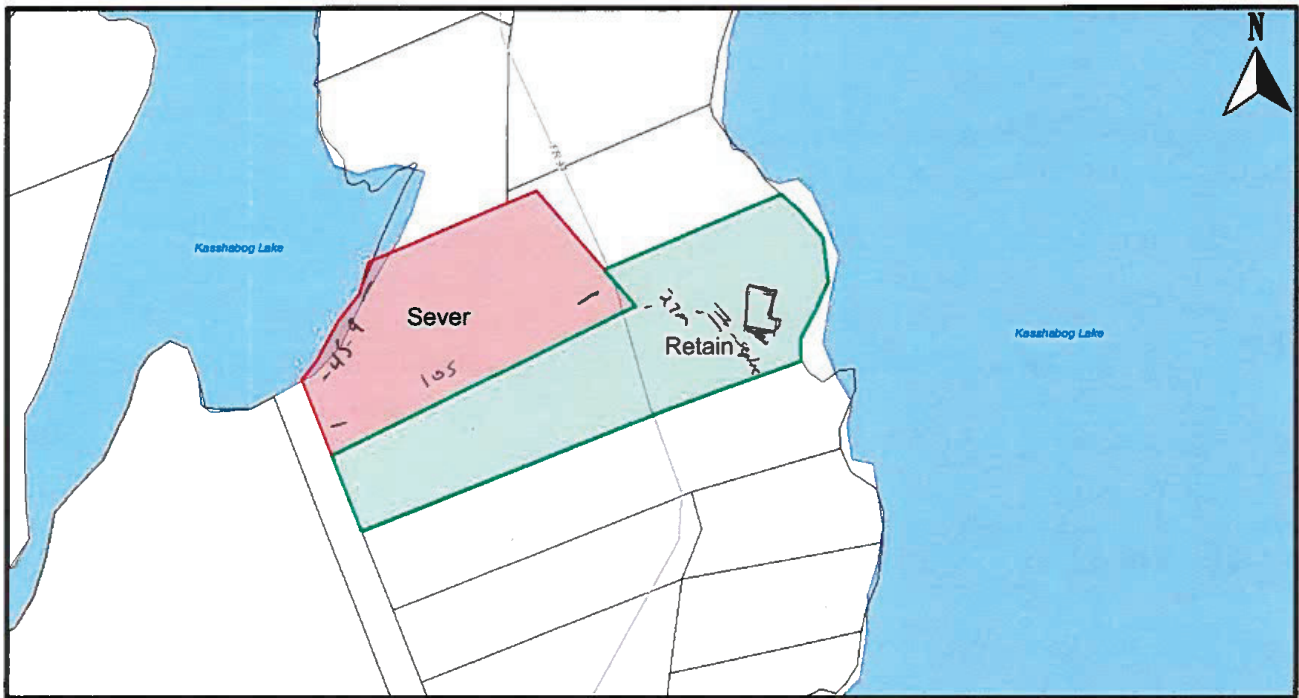
**NOTE:**

A All dimensions are in millimetres unless otherwise shown.

ONTARIO PROVINCIAL STANDARD DRAWING		Nov 2015	Rev 2	
<p style="text-align: center;"><b>HEAVY-DUTY SILT FENCE BARRIER</b></p>		-----		
		<p style="text-align: center;"><b>OPSD 219.130</b></p>		

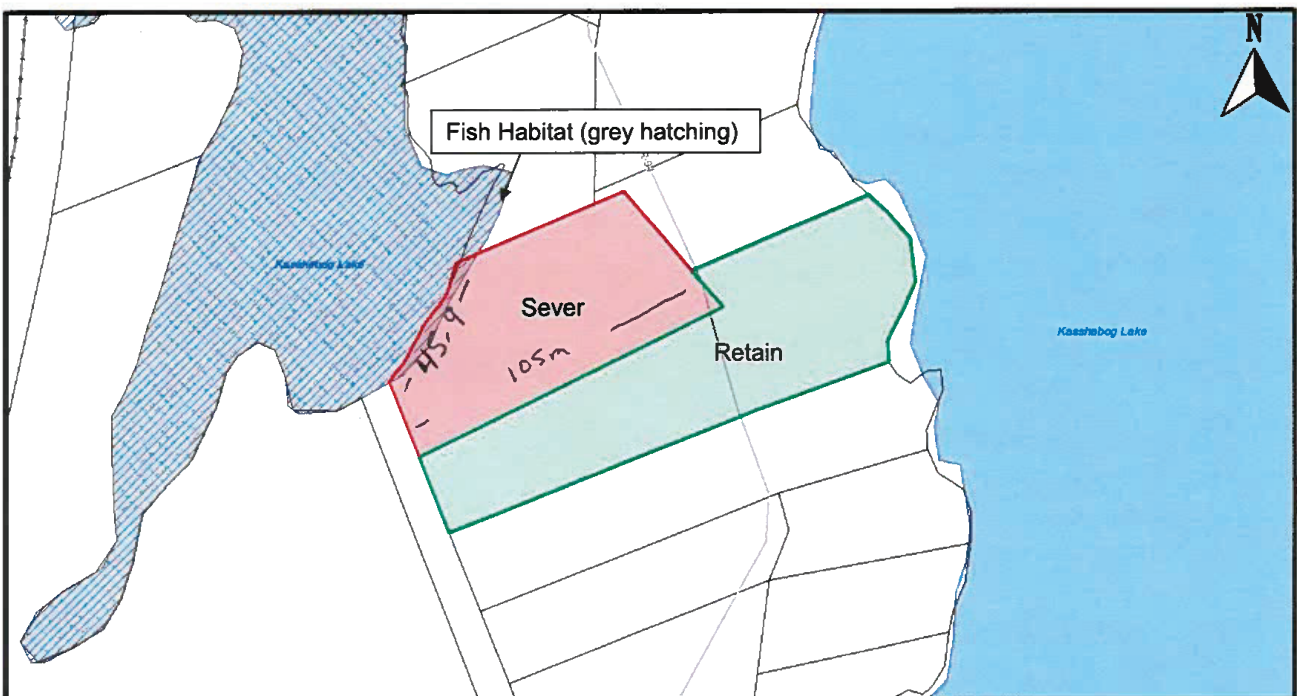
**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Severance Sketch

*Septre*



**Scale (metric)**  
1:1200

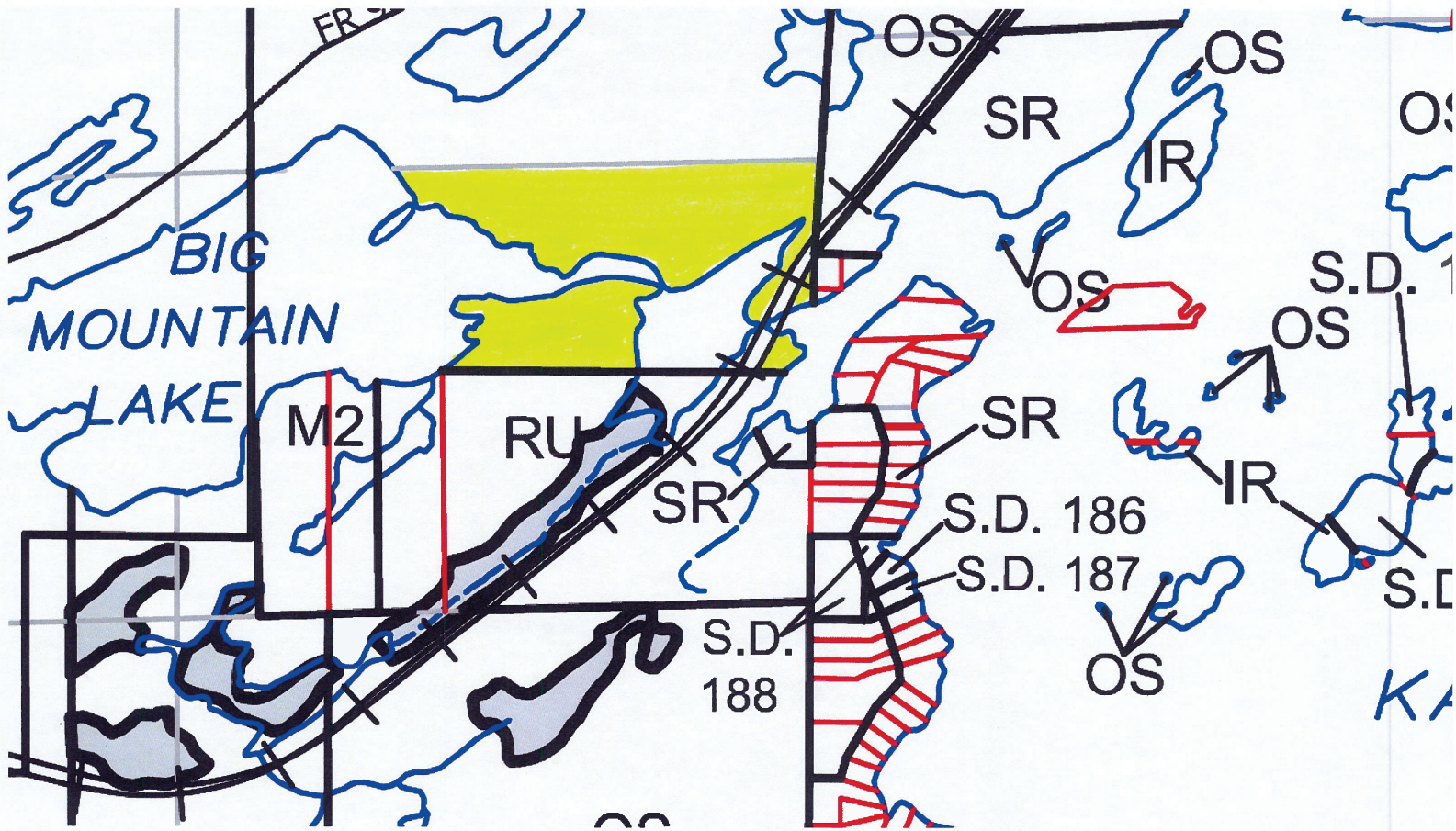
**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Fish Habitat



**NOTE:** New development, including lot creation, is not permitted within significant fish habitat. Any development proposed within the 30 metre buffer adjacent to significant fish habitat will require an Environmental Impact Study (EIS).

**Scale (metric)**  
1:1200



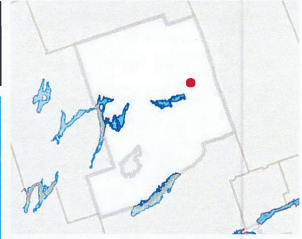






County of Peterborough

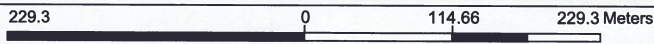
# GIS Viewer



### Legend

- Roads < 50,000**
  - PRIV ; Private; PRIV
  - City Arterial
  - City Collector and Local
  - City Owned Unclassified
  - Provincial
  - County
  - Township
  - Water Access Only
- Outside Roads < 50,000**
  - Major Roads
  - Local Roads
- Peterborough Proposed Bypass**
- First Nations**
- Civic Address**
- Parcel Fabric**
- Parcel First Nations - Canada I**
- Rivers**
  - Intermittent
  - Permanent
- Clean Water Act Policies Apply**
- Provincially Significant Wetlands**
- Locally Significant Wetlands**
- Non-evaluated Wetlands**
- Lakes - Local Scale**
- Municipal Boundary - Upper Ti**
- <all other values>**
- COUNTY OF PETERBOROUGH**

1: 4,514



WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
© Latitude Geographics Group Ltd.

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**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

### Notes



# Preliminary Severance Review

Prepared by the Peterborough County  
Planning Department



**Date:** August 6, 2021

**Name:** Steven Rye, Timothy Rye & Karen Sawyer **Agent:** N/A

**Email:** [REDACTED]

**Phone:** [REDACTED]

**Municipality:** Havelock-Belmont-Methuen, Methuen Ward

**Lot:** Part Lots 14 & 15 **Concession:** 8 **Roll No.:** 1531-010-009-21700

**Municipal Address:** 71 Fire Route 94

**Type of Severance:** recreational residential lot(s)

	Severed	Retained
<b>County Official Plan</b>	Shoreland Area	Shoreland Area
<b>Municipal Official Plan</b>	Shoreline	Shoreline
<b>Municipal Zoning</b>	Seasonal Residential (SR)	Seasonal Residential (SR)
<b>Area and Frontage</b>	± 0.56 hectares, ± 45.1 m frontage on Kasshabog Lake	± 0.50 hectares, ± 54.4 m frontage on Kasshabog Lake
<b>Existing Use/Buildings</b>	Recreational, vacant	Cottage, boathouse, accessory structures

**Conforms to Provincial policies?**  Yes  No

Studies are required to demonstrate the proposal will have no negative impact on fish habitat.

**Conforms to County Official Plan policies?**  Yes  No

The proposed severance appears to conform to the County Official Plan policies, provided no negative impacts on fish habitat.

**Conforms to Township Official Plan policies?**  Yes  No

The proposed severance appears to conform to the Township Official Plan policies, provided no negative impacts on fish habitat.

**Conforms to Township Zoning By-Law?**

Severed parcel meets Zoning requirements:  Yes  No

Retained parcel meets Zoning requirements:  Yes  No

Severed parcel does not appear to meet minimum lot frontage requirements.

**Studies required to support the application?**  Yes  No

- Environmental Impact Study \* Fish Habitat

**Provincial Policy Review:**

The following key natural heritage features and/or key hydrologic features have been identified on or adjacent to the subject property:

- Wetlands
- Significant Wildlife Habitat
- Area of Natural and Scientific Interest (ANSI)
- Fish habitat
- Significant Woodlands
- Other key hydrologic feature (stream, pond, lake)
- Species at Risk
- Habitat of Endangered or Threatened Species

Does the proposal require a Natural Heritage Evaluation to address the features identified above?

- Yes
- No

Sections 4.2.3 and 4.2.4.1(c) of the Growth Plan state that development and site alteration, including lot creation, is not permitted in key hydrologic features or the minimum 30 metre vegetation protection zone (VPZ) surrounding the feature. In addition, Section 4.2.4.1 of the Growth Plan states that development within 120 metres of a key hydrologic feature will require a natural heritage evaluation/hydrologic evaluation. Although the severed parcel is located within 120 metres of Kasshabog Lake, the County Official Plan policies require a minimum 30 metre setback for all new development, and therefore, a natural heritage and/or hydrologic evaluation is not required to address this feature.

Mapping available to the County indicates that fish habitat is present along the shoreline of Kasshabog Lake proximate to the severed parcel. PPS policy 2.1.6 prohibits development and site alteration within fish habitat except in accordance with provincial and federal requirements. Section 2.1.8 of the PPS as well as Sections 4.1.3.1 and 4.1.3.4 of the County Official Plan state that any development within 30 metres of fish habitat will require an Environmental Impact Study (EIS). The EIS must demonstrate that there will be no negative impacts on the natural features or on their ecological functions before development can be permitted.

Does the proposal meet Minimum Distance Separation requirements?

- Yes
- No
- Not Applicable

No livestock facilities have been identified within a 1,500 metre radius of the subject property.

**County Official Plan Policy Review:**

Section 2.6.3.3 of the Plan permits severances within Shoreland Areas provided the requirements of the Health Unit can be met (S.2.6.3.3 (A)); and provided that proposed lots have direct frontage on and access from publicly owned and maintained roads unless otherwise permitted in local Official Plans (S.2.6.3.3 (C)). Water access for recreational uses may be permitted as specified in local Official Plans (S.2.6.3.3 (C)).

Section 5.3.3.5 of the Plan states in part that “new development is not permitted if it is not accessible by a public road which is maintained year round, unless the local plan

contains policies permitting new development not accessible by a public road maintained year-round."

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### **Municipal Official Plan Policy Review:**

The lands proposed for severance are designated Shoreline in the local Official Plan. Permitted uses in the Shoreline designation include residential uses of both a permanent and recreational nature (S. 3.3.3).

As per Section 2.2.2.1 (u), the number of new lots that may be created by consent shall be three (3) severed and one (1) retained per land holding. A land holding is defined as a separate parcel recorded in the Land Registry Office as of February 15, 1990. A review of County Land Division records indicates that the subject property has not received any prior consents, and is therefore eligible for severance in principle.

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Section 3.7.3.3 requires completion of an Environmental Impact Study (EIS) which demonstrates that there will be no negative impacts on the natural features or their ecological functions where development is proposed within 30 metres of fish spawning areas.

As applicable, consents must meet Zoning By-law, Health Unit and Minimum Distance Separation (MDS) requirements (S. 2.2.2.1,(j),(l(ii)) & (p)). The severed parcel does not appear to meet the lot frontage requirements of the Seasonal Residential (SR) Zone.

***Reviewed By: Amanda Warren***

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## Additional Notes

Agencies to be contacted by landowner or agent (marked with an X):

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Township  | <input checked="" type="checkbox"/> Peterborough Public Health |
| <input checked="" type="checkbox"/> Conservation Authority                          | <input type="checkbox"/> Trent-Severn Waterway                 |
| <input type="checkbox"/> Source Water Risk Management Officer                       | <input type="checkbox"/> First Nations                         |
| <input checked="" type="checkbox"/> Ministry of Environment, Conservation and Parks | <input type="checkbox"/> Other                                 |

Proposal requires confirmation from the Township or identified agency regarding policy conformity.

\* The landowner should be aware that local council may not support a rezoning or minor variance to create a lot that is not in compliance with the provisions of the Zoning By-law.

\* The lands may be within the watershed of a local Conservation Authority. It is recommended that you contact the Authority to determine what, if any, permits may be necessary:

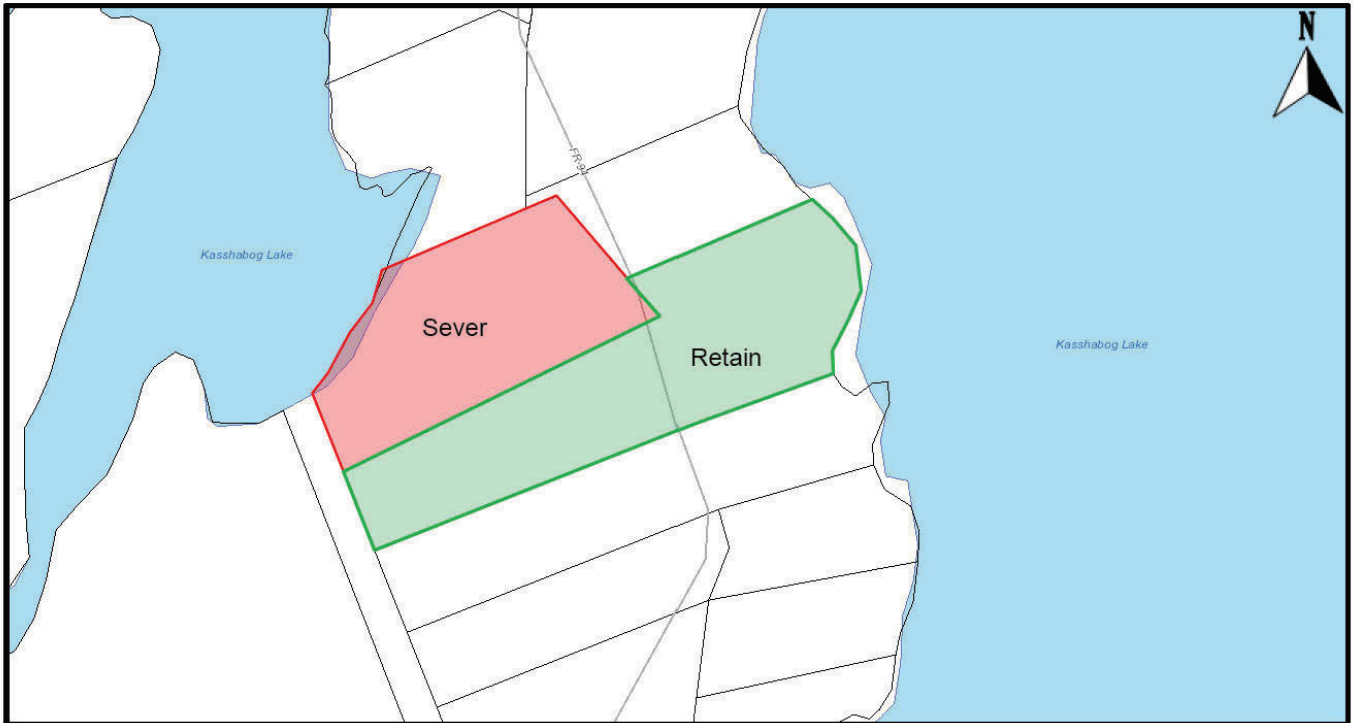
- No Conservation Authority in the area
- Otonabee Region Conservation Authority (ORCA), (705) 745-5791
- Crowe Valley Conservation Authority (CVCA), (613) 472-3137
- Kawartha Region Conservation Authority (KRCA), (705) 328-227

\* It is the responsibility of the landowner to identify endangered and threatened species and their habitat on the property prior to undertaking work, and to ensure that the work/activity will not result in negative impacts. Landowners are encouraged to consult with the Ministry of Environment, Conservation and Parks (MECP) if they have questions about the *Endangered Species Act, 2007 (ESA)*. Any sightings of a threatened or endangered species during development and construction on the property must be reported in accordance with the ESA.

### Important

***Our position on the overall conformity of the proposal is based on information available at the time of review. Subsequent information from commenting agencies can change our comments relating to any formal application for severance which is subsequently filed. The above-noted comments should not be construed as preliminary approval or denial of a proposal but recognized as a position of the County Planning Department based on the availability of current information.***

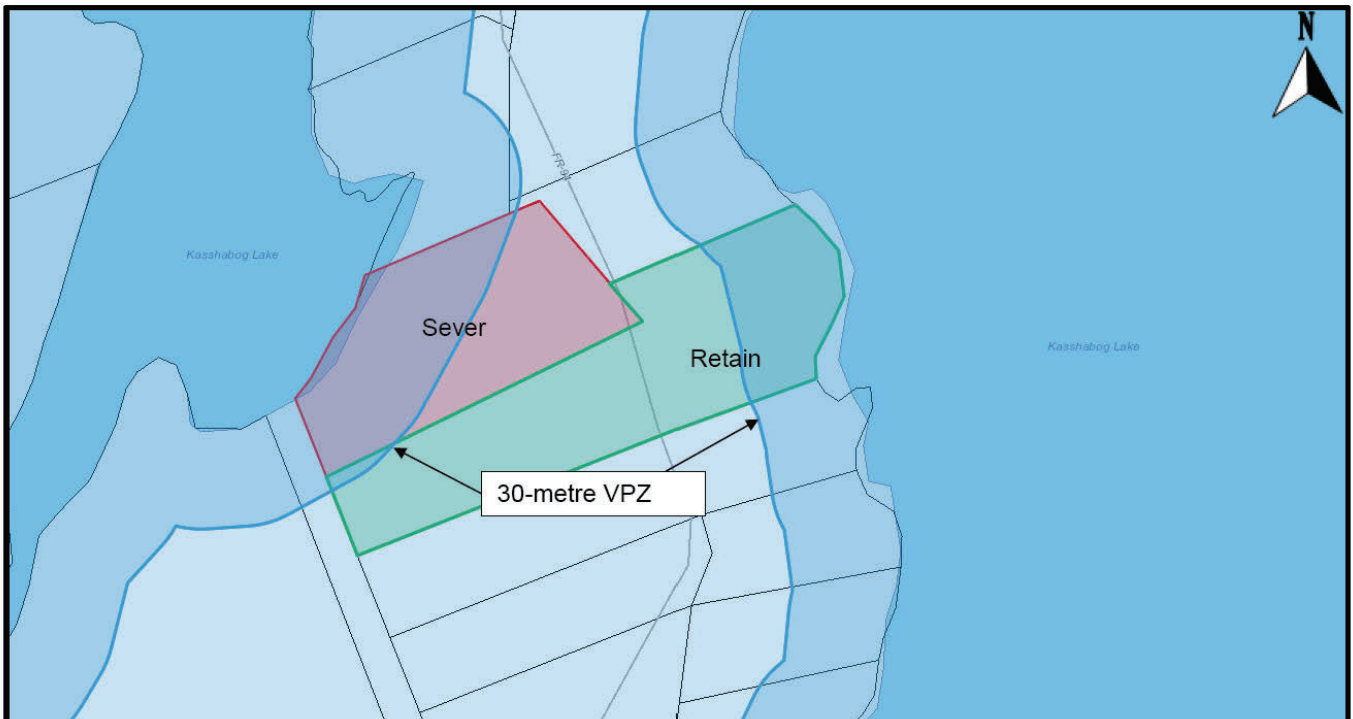
**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Severance Sketch



**Scale (metric)**  
1:1200



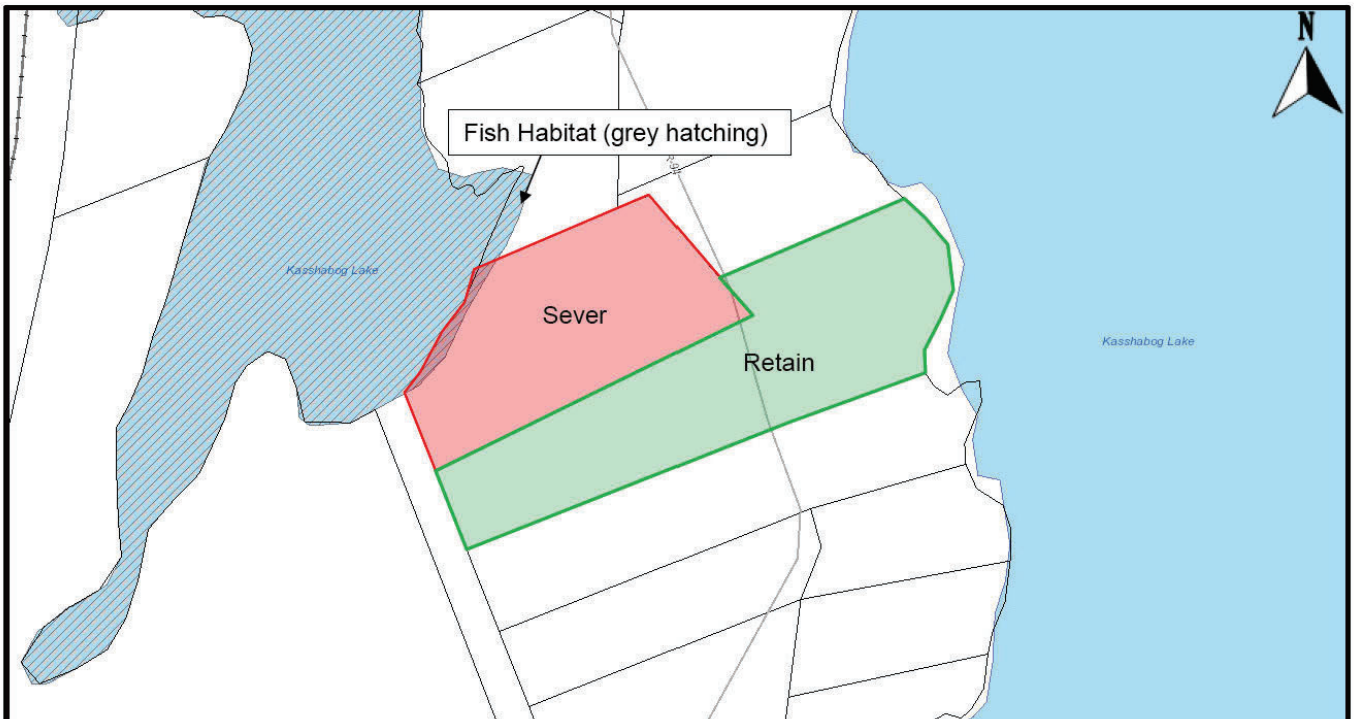
**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Key Hydrologic Features



NOTE: All new development must be set back a minimum of 30 metres from the high water mark of all waterbodies.

**Scale (metric)**  
1:1200

**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Fish Habitat



NOTE: New development, including lot creation, is not permitted within significant fish habitat. Any development proposed within the 30 metre buffer adjacent to significant fish habitat will require an Environmental Impact Study (EIS).

**Scale (metric)**  
1:1200



**Application for Consent**

Note to Applicant:  Application Fee: \$1150.00 along with  Please provide the Original Signed and 1 copy of this application.	Office Use: File No. B- <b>67-24</b>
	Date Received: <div style="text-align: center; color: red; font-weight: bold;">           RECEIVED            JUL 02 2024            LAND DIVISION         </div>

Preliminary Severance Review with the County of Peterborough Planning Department  
 Completed: Y/N Y Date: August 2021

Were there any Studies required? Y/N Y  
 (i.e. Traffic Study, Archaeological Study and Environmental Impact Analysis (EIA).  
 If Yes please provide an electronic copy to the Land Division Secretary.

**1. Owner Information**

Name(s): Steven and Timothy Rye Address: [REDACTED]  
 P.O. Box: \_\_\_\_\_ City/Province: [REDACTED]  
 Postal Code: [REDACTED] Phone: [REDACTED]  
 E-mail: [REDACTED]  
 Do you wish to receive all communications?  Yes  No

**Authorized Agent/Solicitor/Purchaser**

Name(s): \_\_\_\_\_ Address: \_\_\_\_\_  
 P.O. Box: \_\_\_\_\_ City/Province: \_\_\_\_\_  
 Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 Do you wish to receive all communications?  Yes  No

**2. Property Description**

Ward: Methuen Township: HavelockBelmontMethuen Lot: 14/15 Concession: 8  
 Municipal (911) Address: (Con 8 PT Lots 14&15 INCL) 71 Five Points 94 Tax Roll #: 1531-010-009-21700  
 Registered Plan #: \_\_\_\_\_ Block/Lot: \_\_\_\_\_

**3. Type and Purpose of Proposed Transaction**

Transfer:  Creation of a New Lot  Addition to a Lot (moving/adjusting lot line)  
 Other:  Right-of-Way  Easement  Correction of Title(merged property)  
 Charge  Lease

**4. Transferee**

If known, the name of the person(s), to whom land or interest in land is intended to be transferred, charged or leased: unknown  
 Relationship to owner: \_\_\_\_\_

5. Information regarding the land intended to be severed, the land to be retained and the land to be added to (if applicable)

		Severed	Retained	Lands to be added to (if applicable)
Dimensions	Road Frontage	45.9 m	54.4 m	m
	Depth	105 m	168 m	m
	Area	0.56 ha	0.50 ha	ha
Use of Property	Existing Use	Recreational	Recreational	
	Proposed Use	vacant	cottage	
Building or Structure	Existing	none	cottage, septic	
	Proposed	none	none	
Septic System Installed	Date of installation	n/a	1995	
	Distance from lot line	m	27 m	m
	Distance from well	m	m	m

Have you shown the well & septic locations and setbacks on the sketch? Y/N \_\_\_\_\_

Roll # of Lot receiving the addition

**Access**

	Severed	Retained	Lands being added to
Municipal maintained road			
Seasonally maintained municipal road			
County Road			
Provincial Highway			
Private Road or right-of-way	yes	yes	
Water Access			
Other			

**If Water Access only please provide a description of parking and docking facilities (include approximate distance of these facilities from the subject land and the nearest public road)**

---



Water Supply, type of existing service OR type that would be used if the land were developed

	Severed	Retained	Lands being added to
Publicly owned/operated piped water system			
Privately owned/operated individual well			
Privately owned/operated communal well			
Lake or other water body	yes	yes	
Other			

Sewage Disposal: (if existing, show on sketch)

	Severed	Retained	Lands being added to
Publicly owned/operated sanitary sewage system			
Privately owned/operated individual septic tank	none, vacant lot	yes	
Privately owned/operated communal septic tank			
Privy			
Other			

6. Local Planning Documents

	Severed	Retained	Lands being added to
Township Official Plan Designation	Shoreline	Shoreline	
County Official Plan Designation	Shoreland areas	Shoreland areas	
Current Zoning	SR	SR	
Explain how the application Conforms with the current Official Plans			
meets relevant policies for lot creation			

7. Provincial Policy

Is the application consistent with the Provincial Policy Statements?  Yes  No  
 (information is available from the Preliminary Severance Review )

Explain how the application is consistent:  
 meets relevant policies for lot creation with completion of Natural Heritage Evaluation

---

Is the subject property within an area of land designated under any provincial plan(s)?  
 Yes  No

(Oak Ridges Moraine Conservation Plan applies to portions of Cavan Ward only;  
 Growth Plan applies to the entire County of Peterborough so answer should be yes)

If yes, explain how the application conforms or does not conflict with provincial plan(s)?  
 meets relevant policies for lot creation with completion of Natural Heritage Evaluation

**Clean Water Act**  
 Is the subject property within an area of Source Water protection under the Clean Water Act?  
 Yes  No  
 If yes, has a notice been issued under Part IV of the Clean Water Act and submitted with the application?  
 Yes  No

**8. Restrictions of Subject Land**

Are there any easements or restrictive covenants (i.e. hydro, Bell) affecting the subject land?  
 Yes  No  
 If yes, describe the easement or covenant and its effect:  
 \_\_\_\_\_  
 \_\_\_\_\_

**9. History of Subject Lands**

Is the subject land now, or has it been, the subject of an application for a Plan of Subdivision under Section 51 or a consent under Section 53 of the Planning Act?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Unknown <input type="checkbox"/>
If you answered yes please specify the file number of the application if known:			
Has the owner of the subject land severed any land from the original acquired parcel?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Unknown <input type="checkbox"/>
If you answered yes please specify the file number of the application if known:			

**10. Other Current Applications**

Is this land currently the subject of any other application under the Planning Act, such as an application for Official Plan Amendment, Zoning By-Law Amendment, Minor Variance, Minister's Order, or Power of Sale?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Unknown <input type="checkbox"/>
If yes, please provide the following: Type: _____ File No. _____ Status: _____			



11. Request for Certificate for Retained Lands

Does the application include a request referred to in clause 53 (42.1) (a) of the Act for a Certificate of Official for the Retained lands.

Yes  No

If yes, has the applicant provided a lawyer's statement that there is no land abutting the subject land that is owned by the owner of the subject land other than land that could be conveyed without contravening Section 50 of the Act.

Yes  No

And, has the lawyer's statement must also provide a legal description for use in the requested Certificate of Official for the retained lands.

Yes  No

12. Minimum Distance Separation (MDS)

Are there any barns within 750-1,500 metres of the subject property which currently house or are capable of housing livestock?  Yes  No

Are there any anaerobic digesters within 750-1,500 metres of the subject property?  Yes  No

**If yes please complete an "MDS Data Sheet" for each barn**

13. Agricultural Severances (for lands within the agricultural designation only)  N/A

Is the severance to dispose of a residence surplus to a farming operation (must have 2 houses)?  Yes  No

Is this severance to create a new farm parcel approximately 40 hectares (100 acres) in size?  Yes  No

Is this severance for a commercial or industrial "agriculture-related" use?  Yes  No

14. Adjacent Lands Surrounding the Landholding

If more room is needed, please add extra Schedule page.

Direction	Name of Owner (only when known to the applicant)	Use of Land – (must be filled in) (i.e. farm, residential etc.)	Buildings (must be filled in) (i.e. house, barn etc.)
North	Van Kessel	residential	cottage
South	Steven Rye	residential	cottage
East	Lake	Lake	n/a
West	Reid	residential	cottage

15. Driving Directions

Please describe in detail driving directions to the subject property:

County Road 6, turn east onto West Kosh Road, north onto Holdcroft Road,

then north again onto Fire Route 94

**Declaration**

**This section must be signed before a Commissioner for Taking Affidavits or a designated Official of the Municipality**

*(i.e. Mayor, Reeve, Clerk, Secretary-Treasurer of the Land Division Committee, lawyer, etc.)*

I/we, Steven and Timothy Rye of the Township, City, etc. of [redacted], in the County/Region/Municipality, etc. of [redacted], solemnly declare that all the statements contained in this application are true, and I make this solemn declaration as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the City City, Township  
of Peterborough Name of City, etc.  
in the County County, Region, etc.  
of Peterborough

[Signature]  
Owner or authorized Agent

[Signature]  
Owner or authorized Agent

this 2 day of July, 2024.

[Signature]  
Commissioner, etc. for taking affidavits

**Ann Frances Hamilton,  
a Commissioner, etc., Province of Ontario, for  
The Corporation of the County of Peterborough.  
Expires December 29, 2026.**

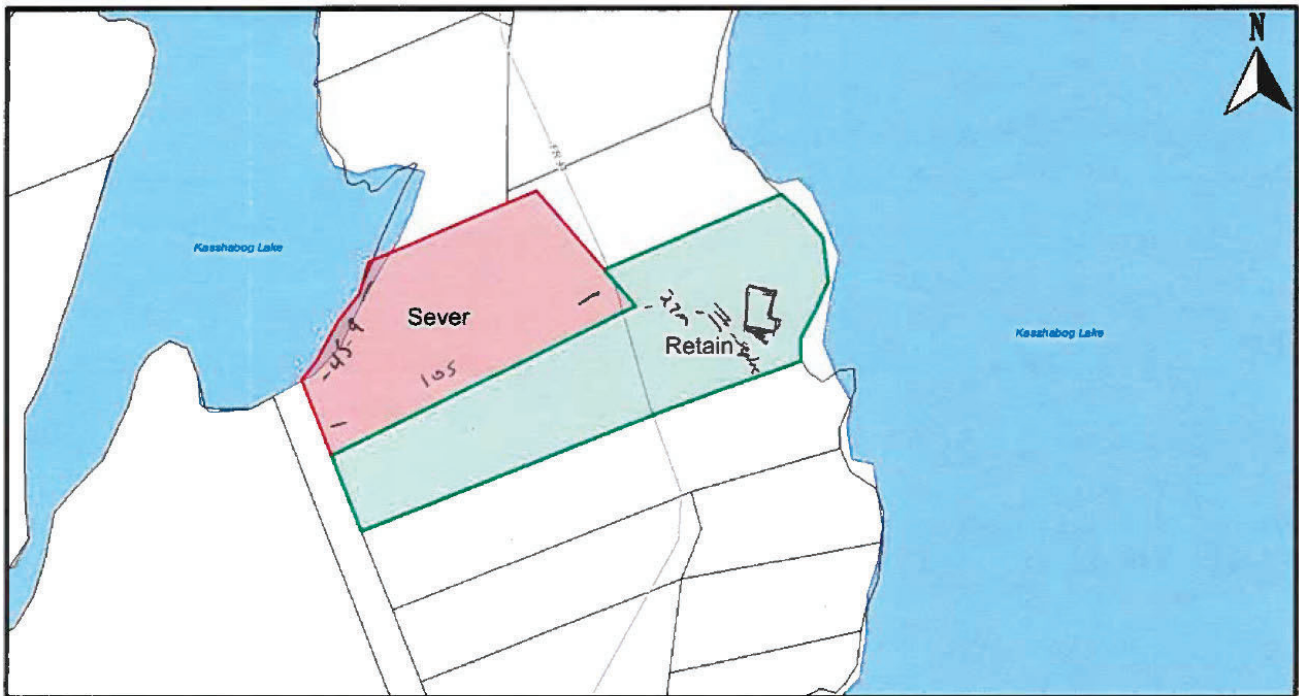
Personal information contained on this form is legally authorized under Sec.53 of the Planning Act and O.Reg.197/96 for the purpose of processing your planning application and will become part of a public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.

Pursuant to Sec.1.0.1 of the Planning Act, and in accordance with Sec.32(e) of the Municipal Freedom of Information and Protection of Privacy Act the County of Peterborough may make all planning applications and supporting material available to the public in hard copy or electronically. If you have any questions about the collection, use or disclosure of this information by the County of Peterborough, please contact the CAO or Clerk, County of Peterborough, 470 Water Street, Peterborough, Ontario K9H 3M3

An "original" signed copy of the application and sketch must be submitted, together with 1 copy of both the application and sketch. All copies of the sketch or survey must be coloured – red for severed lots, green for retained, yellow for right-of-way. Please submit application with a cheque for \$1150.00 payable to the "County of Peterborough".

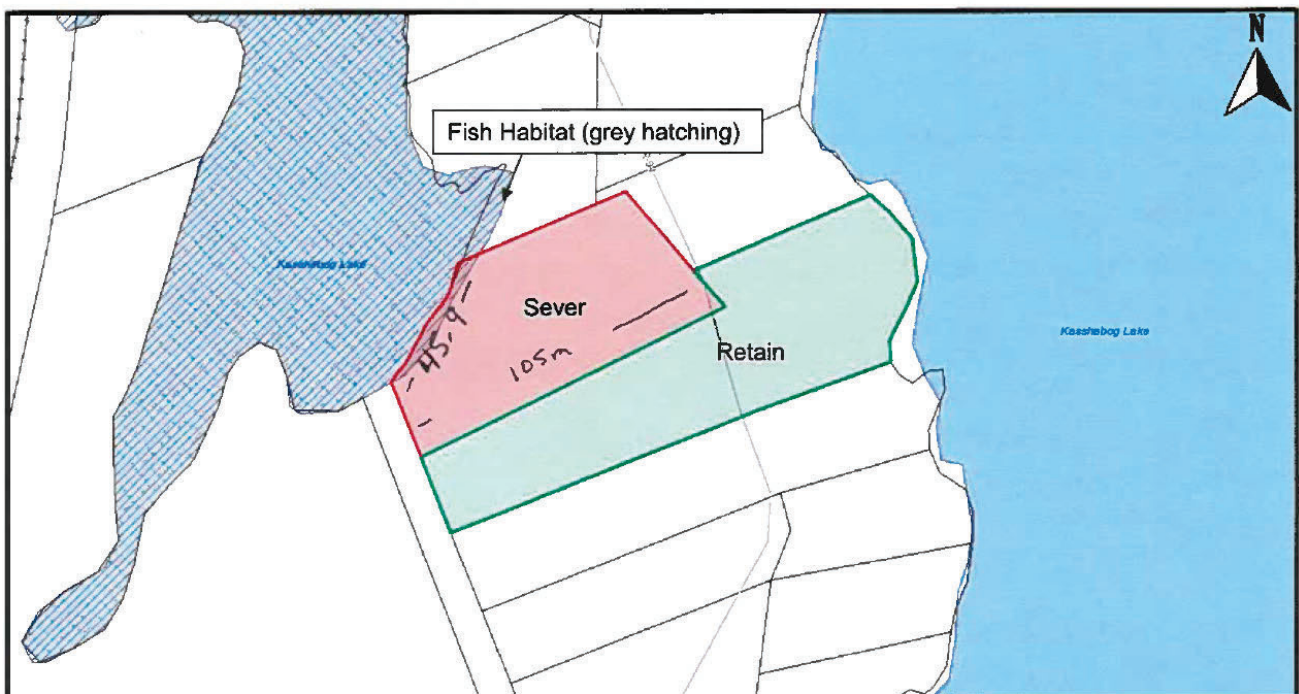
**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Severance Sketch

*Septrc*



**Scale (metric)**  
1:1200

**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Fish Habitat



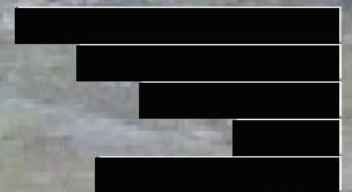
**NOTE:** New development, including lot creation, is not permitted within significant fish habitat. Any development proposed within the 30 metre buffer adjacent to significant fish habitat will require an Environmental Impact Study (EIS).

**Scale (metric)**  
1:1200



**Scoped Natural Heritage Evaluation (sNHE)  
Proposed One (1) Lot Severance  
71 Fire Route 94, Kasshabog Lake  
Part of Lots 14 & 15, Concession 8 (Methuen)  
Township of Havelock-Belmont-Methuen,  
County of Peterborough**

Prepared For:



**ORE**  
**Oakridge Environmental Ltd.**  
Environmental and Hydrogeological Services



May 30<sup>th</sup>, 2024



Attention: **Steven Rye/Timothy Rye**

Re: *Scoped* Natural Heritage Evaluation (sNHE)  
Proposed One (1) Lot Severance  
71 Fire Route 94, Kasshabog Lake  
Part Lot 14 & 15, Concession 8 (Methuen)  
Township of Havelock-Belmont-Methuen, County of Peterborough  
ORE File No. 23-3367

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We are pleased to provide this *scoped* Natural Heritage Evaluation (sNHE) for the above referenced property. Our report has been completed in support of your application for a single lot severance on Kasshabog Lake.

Based on our review of the site conditions, Kasshabog Lake appears to be the main environmental receptor. Provided the recommendations outlined in this report are adhered to, any potential adverse impacts to this feature should be mitigated.

We trust that this report will be sufficient for any agency reviews. Should you have any questions or require clarification, please do not hesitate to contact our office.

Yours truly,

**Oakridge Environmental Ltd.**



Rob West, HBSc.  
Senior Ecologist

# Table of Contents

Page No.

1.0	Introduction . . . . .	1
2.0	Site Locations and Description . . . . .	1
3.0	Proposed Development / Site Alteration . . . . .	1
4.0	Policy . . . . .	2
5.0	Topography and Drainage . . . . .	2
6.0	Geological Setting . . . . .	2
7.0	Inspection Methodologies . . . . .	3
8.0	Background Data . . . . .	4
9.0	Site Inspection Data . . . . .	5
9.1	Site Inspections . . . . .	5
9.2	Ecological Land Classification (ELC) . . . . .	5
9.3	Fish Habitat and Fish Observations . . . . .	7
10.0	Impact Assessment . . . . .	9
10.1	General Considerations . . . . .	9
10.2	Development Envelope . . . . .	10
10.3	Construction Related Impacts . . . . .	10
11.0	Recommendations . . . . .	11
11.1	Development Envelopes and Constraints . . . . .	11
11.2	General Design Considerations . . . . .	12
11.3	Construction Mitigation . . . . .	13
11.4	Closing Remarks . . . . .	14

**Figures**

Figure 1	General Location
Figure 2	Topography & Drainage
Figure 3	Surficial Geology
Figure 4	Vegetation
Figure 5	Site Photos
Figure 6	Site Photos
Figure 7	Constraints

**Appendices**

Appendix A	Preliminary Severance Review (PSR)
Appendix B	Prescreen for Species at Risk Fish
Appendix C	Species List
Appendix D	OPSD Heavy-duty Silt Fence

***Scoped Natural Heritage Evaluation (sNHE)***  
**Proposed One (1) Lot Severance**  
**71 Fire Route 94, Kasshabog Lake**  
**Part Lot 14 & 15, Concession 8 (Methuen)**  
**Township of Havelock-Belmont-Methuen,**  
**County of Peterborough**

## **1.0 Introduction**

Oakridge Environmental Ltd. is pleased to present this *scoped* Natural Heritage Evaluation (sNHE) in support of your application for a single lot severance on Kasshabog Lake, for the purpose of single residential development.

To support the development application, the County of Peterborough has identified the need for a *scoped* study to demonstrate that the development will not result in any impacts to nearby fish habitat.

The following sections outline our data sources, methodologies, findings and recommendations.

## **2.0 Site Locations and Description**

The subject site is located north of Nephton, and has an area of approximately 2.6 acres (1.06 ha), with shoreline on Kasshabog Lake on the site's east and west boundaries. The site is located at 71 Fire Route 94, within Part Lots 14 & 15, Concession 8 (Methuen), Township of Havelock-Belmont-Methuen (Figures 1 and 2).

The property is accessed directly from Fire Route 94, from County Road 6 by turning east onto W Kosh Road, north onto Holdcroft Road, then north again onto Fire Route 94.

The retained portion of the lot currently possesses a cottage, boathouse and accessory structure. Existing residences are located on the surrounding adjacent lands.

## **3.0 Proposed Development / Site Alteration**

A one (1) lot severance is being proposed on the north portion of the subject parcel. The severance lot will consist of approximately 1.4 acres (0.56 ha), while the retained portion will consist of approximately 1.2 acres (0.50 ha). Each lot will contain frontage on Kasshabog Lake. The proponent's severance sketch is provided in the Preliminary Severance Review found in Appendix A.

A single residential development is being proposed on the severance lot. The development envelope and location will be dependent on the outcome of this study.

## 4.0 Policy

According to the Preliminary Severance Review (PSR) prepared for the site in August 2021, the property is located within 120 m of Kasshabog Lake. The County Official Plan (OP) policies require a minimum setback of 30 m for all new development. A natural heritage and/or hydrologic evaluation is not required to address this feature. However, it was stated that the mapping available to the County indicated that fish habitat is present along the shoreline of Kasshabog Lake, proximal to the proposed severance. Section 2.1.8 of the Provincial Policy Statement as well as Sections 4.1.3.1 and 4.1.3.4 of the County Official Plan states that any development within 30 m of fish habitat requires a study to demonstrate that there will be no negative impacts on the natural features before development can be permitted. The PSR is included in Appendix A.

This study was prepared to meet the requirements of the PPS and the County OP outlined above, specifically related to confirming the presence of fish habitat along the shoreline of the proposed severance lot.

## 5.0 Topography and Drainage

The subject property occurs on the northern end of a narrow peninsula ridge that extends into the eastern part of Kasshabog Lake (Figure 2). The peninsula ridge is a bedrock controlled feature that has a maximum relief of approximately 7 m. The proposed severance lot occurs on the northwestern flank of the ridge, overlooking a small bay and the Nepton spur of the Canadian Pacific Railway.

Other than Kasshabog Lake, there are no mapped watercourses on the subject site. South of the ridge feature, a small unevaluated wetland occurs, with a short connecting channel to the lake. According to the published mapping, no wetlands are connected to the subject site.

The peninsula ridge represents a local drainage divide, splitting runoff flows into westward and eastward runoff regimes, all eventually conveying runoff flows to the lake.

## 6.0 Geological Setting

As illustrated by Figure 3, the subject site occurs within an area of Precambrian bedrock outcroppings and subcroppings, mapped as having minimal soil cover,

generally referred to as “Precambrian bedrock-drift complex”. These soils tend to consist of a silty sand, shield-derived till (with minor gravel) that discontinuously mantles the rock. As such, their composition will reflect the composition of the bedrock in the upgradient (i.e., “up-ice”) direction from which the glacial ice advanced. In this instance, the general ice direction is expected to have been from the north-northeast, as is typical in this part of the Shield. As such, the shield-derived till soil will reflect the granitic gneiss and carbonate (marble) rock composition that occurs widely in the site area. While some regolithic soils could be derived from the weathered marble, any such accumulations would be very thin.

Although not illustrated by the mapping, there are also deposits of organic soils (muck) in the lower-lying areas, generally associated with bedrock valleys that contain wetlands. These wetlands are often underlain by coarse textured glaciolacustrine soils.

Given the elevated conditions associated with the ridge feature, a shallow water table condition is not expected, other than along the margins (near the lakeshore).

The thin overburden conditions are reflected in local well records from Ministry of the Environment, Conservation and Parks’ database. For example, the log of nearby well No. 7146009 indicates the presence of 1.3 m of sand overlying the granitic bedrock. In contrast, the adjacent well (No. 7242851) indicates the absence of soil cover above the bedrock, illustrating the local variability.

## 7.0 Inspection Methodologies

### *Vegetation and Waterways*

The site has been characterized by its various vegetation communities using the methodologies included in the *Ecological Land Classification (ELC) - First Approximation and Its Applications* (1998). The 1998 Ecological Land Classification - First Approximation is a guide used by Ecologists to standardize the classification of different vegetation community types across Ontario. The classification system enables an ecologist to identify vegetation communities based on the species present, soil materials and moisture regimes.

There have been a number of updates to the ELC scheme to further refine the classification of Ecosites throughout Ontario. As a result, the 2008 *Draft ELC Guide* provides a further breakdown of the 1998 ELC Guide - First Approximation communities and includes many new communities to index from. The 2008 ELC scheme also provides a cross-reference to the 1998 guide communities. This report uses a combination of both the 1998 ELC communities (which are considered the primary



vegetation communities) and the 2008 Draft ELC to supplement the vegetation community lists.

Prior to conducting the site inspection, aerial photography of the subject site was analysed to roughly delineate communities based on recognizable vegetation differences. Each identified community was subsequently inspected. Dominant vegetation types were recorded and boundaries of the various communities mapped on an air photo or utilizing a dGPS.

In addition to identifying and mapping the ELC communities, ORE staff assessed each vegetation community from the perspective of whether they are hydrologically sensitive. The vegetation survey included examination of the development footprint and immediate surrounding areas.

### *Shoreline Fisheries*

The inspections were completed in the dusk to evening hours according to the Ministry of Natural Resources and Forestry (MNR) Walleye Watch program and protocols:

*“Ideal walleye spawning parameters include:*

- *Water temperature: spawning begins between 5-10°C and peaks at 7-8°C*
- *Water depth: 30 cm - 3 m*
- *Dissolved oxygen: 5-6 mg/L*
- *pH: above 5.1*
- *Water velocity: 0.2-0.3 m/s Walleye spawn at night.*
- *When you are ready to assess spawning in your prospective site:*
  - *Use high-intensity lights, such as the Q-beam rechargeable spotlight, to see them the light will reflect off their eyes)*
  - *Count and record the number of walleye seen in the spawning bed*
  - *Record and compare as many of the ideal walleye spawning parameters (above) as possible*
  - *Repeat every two hours”*

## **8.0 Background Data**

The following databases (specific to fish and fish habitat) were reviewed for information related to the subject property and adjacent lands:

- Natural Heritage Information Centre;

- Fish ON-Line;
- iNaturalist, and
- Department of Fisheries and Oceans (DFO) Aquatic Species At Risk.

The data revealed only common and secure species. The data are presented in Appendix B.

## 9.0 Site Inspection Data

### 9.1 Site Inspections

ORE staff attended the site to observe fish habitat, as indicated below.

<u>Date of Inspection</u>	<u>Temp. °C</u>	<u>Beaufort (Wind) Scale</u>	<u>Conditions Reason for Inspections</u>
April 21 <sup>st</sup> , 2024	14  Water Temp. 6	2 - Light Breeze	20% Cloud cover. Relatively warm day but breeze from north is cool. Observed vegetation/existing site conditions, ELC mapping, species list, habitat review. Dusk to evening fisheries inspections according to MNRW Walleye Watch Protocol.

Appendix C contains the list of species identified on the property during our inspection.

### 9.2 Ecological Land Classification (ELC)

Based on our site observations, we have determined there are two (2) upland communities/habitats located on-site, and two (2) aquatic communities associated with Kasshabog Lake. Assessments were made as per the Ecological Land Classification for Southern Ontario (FG-02), 1998.

Figure 4 illustrates the distribution of the on-site vegetation communities, and the off-site wetland community. These habitats and their associated vegetation and environmental sensitivities are characterized below.

Representative photos of these communities are provided in Figures 5 and 6.

Descriptions of the communities are provided below.

*Upland Community:*

1. Rural Property (CVR\_4)

There is no description in the ELC regarding the Residential-type community.

This community comprises the area within the property where anthropogenic disturbances occur on a regular basis and natural growth is hindered. This community also includes the proposed single lot severance area, the associated maintained lawn space and treed areas visible in the aerial imagery.

2. Dry - Fresh Deciduous Forest (FOD4)

The ELC describes a Dry - Fresh Deciduous Forest (FOD4) ecosite as having greater than 60% tree cover, 75% of which must be deciduous species. Soils have moderately dry (0) to fresh (1, 2, 3) moisture regimes and occur on upper to middle slopes.

This community occurs scattered over most of the site area where the Rural Property development footprint has not affected it and is in a more natural condition. The predominant deciduous species are Sugar Maple (*Acer saccharum*), Red Oak (*Quercus rubra*), White Ash (*Fraxinus americana*), and minor amounts of American Hop Hornbeam (*Ostrya virginiana*). There is a minor sporadic rim of coniferous species around the lake edge on the west side of the property where the severance is proposed whereby some Eastern White Cedar (*Thuja occidentalis*) and Eastern Hemlock (*Tsuga canadensis*) were observed.

*Aquatic Community:*

3. Open Aquatic (OAO)

The ELC (2008) describes OAO as an environment containing no macrophyte vegetation and no tree or shrub cover. This ecosite tends to be dominated by plankton and has a lake trophic status.

This ecosite represents the open water of Kasshabog Lake, which is located along the east and west shore's property boundary. The lake bottom substrate along the east shoreline (corresponding to the retained land) is comprised of clean bedrock dominated ridges and hollow features containing fine-grained sand and cobbles that have settled in the hollows.

The west shoreline and embayment area (corresponding to the proposed severance lot) contains an abundance of aquatic vegetation and mucky areas. However, there is an Open Aquatic channelized feature that appears to provide access to boats from the neighbouring properties to reach Kasshabog Lake.

#### 4. Pondweed Submerged Shallow Aquatic (SAS1-1) and Floating Leaved

According to the ELC, Submerged Shallow Aquatic communities are dominated by submerged macrophytes (greater than 25%). SAS1-1 is dominated by Pondweeds (primarily *Potamogeton Spp.*).

According to the ELC, Floating-leaved Shallow Aquatic communities are dominated (>25%) by floating-leaved macrophytes. Emergent vegetation may be present but is never dominant. Water varies in depth up to 2 m and standing water is always present.

ORE combined these two (2) ecosites as they appear to co-mingle within the deeper sections of the west embayment. The bay area contains both sufficient sediment and muck deposit depths to support the aquatic vegetation. These wetland type ecotypes on either side of the Open Water channels are discussed above.

### 9.3 Fish Habitat and Fish Observations

#### *Fish Habitat*

MNRF - “Some walleye populations spawn on shoals of lakes larger than 100 ha. Typical spawning sites include gravel-rubble shoals or rocky, wave-washed lake shallows.”

Walleye spawning is considered one of the most sensitive habitats in lakes and rivers due to it being highly sought-after by anglers.

The subject property occurs within a point or peninsula-like landform that juts out into Kasshabog Lake. It also overlooks a westerly bay-like feature whereby Big Mountain Lake overflows and drains into Kasshabog Lake. The overflow was flowing consistently during the site inspections, draining into the same embayment where the subject property is located.

This continual flow of water in the early spring period makes the small bay feature on the west side of the subject property attractive to fish species (such as Walleye) for spawning purposes, provided the gravelly/sandy beds are present in the near shore environment.

The near shore habitat is the column of shallow water at the edge of lakes and rivers. A multitude of fish species use the shallow lake or river environment, due to light penetration which supports aquatic vegetation, to lay their eggs, hide from predators, and feed on crayfish, dragonflies, and leeches.

The near shore gravelly/cobbly beds in the underwater hollows on-site can contain this type of habitat for many spawning species. The aquatic vegetation on the west side of the property (proposed severance shoreline) is relatively abundant and there appears to be both cover, and aquatic vegetation/gravelly material surfaces for fish to adhere their egg mass to. The abundant vegetation suggests this area is typically a calmer area of the lake during the summer period. In contrast, the aquatic vegetation on the east side of the property is sparse.

There is potential for impact to both the riparian (upland shoreline vegetation directly upgradient of lake interface) and the near shore environment if either is modified as a consequence of development. Such modifications could include:

- inserting a dock;
- cleaning out an area for swimming;
- shoreline vegetation removal for vistas/views;
- constructing a boat launch, and/or
- constructing a boathouse.

Any of the above represent a potential to alter or damage an entire ecosystem and jeopardize the conditions that fish use/require to fulfil their needs. Thus planning is required before undertaking work at the water's edge. While the focus of our study was on the west shoreline in regards to fish habitat, the severance falls within the 120 m adjacent lands of the east shore of the retained lands. The east shore was also reviewed in the context of whether it represents significant fisheries according to the PPS.

Photos of the lake conditions (east and west sides of the property) are provided in Figures 5 & 6.

### *Fish Observations*

The following fish species were observed during the dusk/evening inspections as per the Walleye Watch program survey on April 21<sup>st</sup>, 2024:

- Walleye (*Sander vitreus*) - West Shore = 7 individuals, East Shore = 0;
- Yellow Perch (*Perca flavescens*) - West Shore = more than 7, East Shore = 3;
- Smallmouth Bass (*Micropterus dolomieu*) - West Shore = 2, East Shore = 0;
- Rock Bass (*Ambloplites rupestris*) - West Shore = 2, East Shore = 0, and



- Pumpkinseed (*Lepomis gibbosus*) - West Shore =2, East Shore = 0.

According to the background data, Kasshabog Lake does not contain any Species at Risk fish (for instance Lake Sturgeon - *Acipenser fulvescens*).

The total Walleye and other fish species observed during the six (6) hour inspection does not equate to any significant spawning area. It is most likely that the outlet/overflow between Big Mountain Lake and Kasshabog Lake is the primary spring spawning area, given the water velocities and rubbly outfall base. ORE staff anticipate the few Walleye observed during the inspections were making their way up to the overflow/inlet area of the bay.

Photos of the aquatic vegetation conditions and lake bottom sediments are provided in Figures 5 & 6.

## 10.0 Impact Assessment

### 10.1 General Considerations

Based on our assessment, it is our opinion that potential impacts related to future severance development on the site could include the following:

- 1) Potential degradation/alteration of the upland vegetation communities that could impact the nearshore and riparian/shoreline areas directly upgradient of Kasshabog Lake, and/or Kasshabog Lake itself, resulting in warmer exposed lake conditions;
- 2) Potential impacts from vegetation removal/machinery disturbances exposing on-shore soil materials and migration/transportation of those unconsolidated materials towards the lake during storm events, resulting in water quality deterioration of Kasshabog Lake;
- 3) Potential impacts related to post-construction occupation, for instance:
  - Destabilizing of bare or disturbed/altered surficial soils;
  - Insertion of docks into spawning areas to access the lake for recreational purposes;
  - Constructing boat related structures at or near the shoreline;
  - Further removal of vegetation for views/vistas;
  - Dumping of sand at the shoreline or clearing of aquatic vegetation to create swimming areas.

These general impact considerations are further discussed in the following sections.

## 10.2 Development Envelope

Our field investigations have confirmed that the main concern with respect to the proposed severance is the location of any future development relative to the lakeshore (as illustrated on Figure 7). If the severance is approved, the new property owner would need to seek approvals from the Building Department to construct a single residential structure on-site. The construction of the structure(s) could result in a relatively large area of bare soils being exposed adjacent to the lakeshore. ORE staff also anticipate that excavations may be necessary in this area to construct the new foundation.

Overall, the gradient down to the shoreline is gentle in the potential area of disturbance on the propose severance parcel. As such, runoff will be slowed, making it more manageable during the construction and post construction phase to contain soils/sediments.

Recommendations are provided in a following section for mitigation of impacts on the watercourse features.

## 10.3 Construction Related Impacts

The main potential impacts associated with construction activities could include the following:

- loss of vegetation within the proposed severance parcel resulting from tree and shrub removal that could impact the site's buffering capacity with regard to anthropogenic derived nutrients and abnormal heating of runoff in the development area, thereby impacting lake water quality;
- erosion and sediment generated by exposed and/or disturbed soils during excavation and grading activities that could be transported via precipitation events to the near shore area of the lake;
- operation of equipment that disturbs/destabilizes the ground surface in the riparian zone;
- presence of construction debris and waste materials that could infiltrate the lake;

- the need for permanent works to stabilize the construction area in the post construction era to prevent erosion/sedimentation impacts once the construction is complete; and
- sensitivity of the site with respect to imported fill materials and stockpiling of these materials during construction.

Recommendations are provided below to ensure that the potential for impacts relating to occupation and use of the severance are minimized.

## 11.0 Recommendations

### 11.1 Development Envelopes and Constraints

- The proposed severance location is illustrated on Figure 7. A 30 m setback has been appended from the Kasshabog Lake interface to protect the riparian lakeshore habitat.

The future/prospective purchaser would have to construct whatever is being proposed at the Building Application stage according to the setback provided on Figure 7.

- The proposed development on the severance parcel will not impose on the lake habitats and the riparian/near shore environments will continue to function in a natural state. Provided the site plan adheres to the 30 m setback, impacts to Kasshabog Lake and the associated fisheries will not be negatively impacted and the lakeshore habitat will continue to function.
- Provided the authorities are in agreement with the proposal, the proposed severance can be integrated into the wooded areas of the site while minimizing the overall disturbed area.
- As part of the severance process, the existing property owner shall contact an arborist/forester to have them select cut and/or thin-out the area within the 30 m setback/VPZ. The professional shall choose which species (based on health criteria, etc.) can be removed or trimmed to achieve a filtered view of the lake. Clear-cutting should no longer be an option to achieve vistas of the lake as it

would undoubtedly impact the lake biota/fisheries. Any future owner would only be responsible to maintain/remove any hazard or downed trees within the VPZ in the post development period.

- To ensure the development does not advance any closer to Kasshabog Lake than the 30 m limit, the disturbance zone should be defined/demarcated on-site by installing a heavy-duty silt fence around the perimeter of this area as illustrated by Figure 7. Appendix D contains a drawing illustrating how the heavy-duty silt fence should be installed. The silt fence will prevent the construction crew from unnecessarily increasing the overall disturbance footprint, especially when the use of heavy equipment is necessary.

The heavy-duty silt fencing will ensure that any loose/unconsolidated materials will not migrate beyond this limit, thereby protecting Kasshabog Lake, a sensitive hydrological feature. As there is also a potential for turtles to occur within Kasshabog Lake (e.g., Snapping Turtle), the heavy-duty silt fence will serve as a turtle exclusion fence, as recommended by Ministry of Natural Resources and Forestry (MNR). Turtles could enter the site and lay their eggs in the loose unconsolidated materials of the construction area. The heavy-duty fence prevents turtles from doing this. Light-duty fence is not considered an exclusion fence material.

- Grass seed and/or sod should also be applied to any exposed/bare soils to ensure these areas are stable and do not represent a potential impact to the downgradient near shore environment.
- ORE has included a location for a proposed dock that would have the least impact on Kasshabog Lake and its fisheries. In addition, the property owner shall discuss clearing a 1.5 m to 2 m wide swath within the 30 m setback/VPZ with the arborist to allow access to the dock location. The clearing/routing of the trail within the VPZ should be demarcated and cleared by the arborist based on being the route that requires the least amount of trees/vegetation to be removed (i.e., path of least impact).

## 11.2 General Design Considerations

- The design/layout plan for the single residential development during the Building Application stage should demonstrate that the work can be completed within the development limit defined by the heavy-duty silt fence illustrated on Figure 7

(Constraints).

- All recommended erosion controls should be installed prior to commencing any works on the property to ensure Kasshabog Lake is not impacted. Vegetation/seed/sod must be established on all bare soil areas at the end of the construction. The works cannot be considered complete until all surfaces are stable. The Site Plan should illustrate how all surfaces/grades will be stabilized/finished.
- Passive stormwater management controls should be incorporated into the lot/development design. Examples include roof leaders being directed to an area where the flows will not gouge or destabilize soils over time. The warm flows from the roof leaders should be infiltrated into the ground (if possible), so as to reduce potential thermal impacts to Kasshabog Lake. If the soils are sandy in the area of the cottage, it may be possible to outlet the roof leaders onto the grass surface. Gravel can also be introduced at the end of the leaders to create an apron that dissipates the energy of the flows, distributing them over a larger area to enhance infiltration. There are also plastic dissipation troughs that can be purchased to prevent gouging directly at the base of the leader. These are available at most hardware and landscape supply retailers.

### 11.3 Construction Mitigation

- Proper erosion/sedimentation controls will be required at all times while heavy equipment operates at the site. Heavy-duty silt fence should be installed around the perimeter of the construction limit that will encompass the identified building envelope, as illustrated by Figure 7. Bales of geotextile wrapped straw could be installed inside the silt fence, especially, in areas where heavier sediment loads may occur. The bales can also be used at the corners of the silt fence for further stabilization. Construction should not continue during heavy precipitation events. After these events, the fence and bales should be checked to ensure their effectiveness.
- The heavy-duty silt fence and wrapped hay bales provide a solution to mitigate sheet runoff, not concentrated flows. Therefore, if a concentrated flow results from construction, another type of erosion/sedimentation control, such as a rock check dam that incorporates stone and geotextile filter cloth to prevent sediment laden runoff from entering Kasshabog Lake, should be utilized. The contractor or owner should illustrate any such controls on their Site Plan.



- Only clean fill should be imported to the site. The fill should not contain organic materials such as plant debris or topsoil that may contain exotic or invasive species that could out-compete native species along the lakeshore. If imported topsoil is required, screened topsoil should be the only material applied to top-dress the fill. Any imported materials that are stockpiled on-site should be surrounded by heavy-duty silt fence until the materials are applied. The fence will prevent species such as turtles from leaving the lakeshore to nest within the loose unconsolidated materials during construction.

If the applicant or the future property owner intends to raise any areas of the building envelope by importing fill to the site for grading, the graded slopes shall remain inside the limits illustrated on Figure 7. They should also be a reasonable grade (i.e., 3:1 or shallower), to ensure that materials do not erode past the limit(s) once the heavy-duty silt fence has been removed. Any steeper embankment slopes proposed at the site would require the installation of slope stability controls such as a retaining wall, and should be incorporated into the final grading plans, if such are proposed.

- To reduce potential post-construction sedimentation, the site should be quickly seeded or sodded to re-establish the root structure within the upper soils where areas have been disturbed and soils are exposed. Once the seeding or sodding is determined to be a success (germinated) and the soils are stable, the erosion/sedimentation controls can be removed.
- Absolutely no construction equipment can go beyond the construction limits identified by the silt fence and enter any of the waterways to conduct the work, nor should equipment grade any new swales or other drainage works on-site to direct channelized flows toward the lake. All equipment must remain within the area designated for construction (to be outlined by the heavy-duty silt fence).

## 11.4 Closing Remarks

Considering the above, it is our opinion that the applicant should be allowed to sever the parcel as identified on Figure 7. If the severance application is successful, the constraints parameters in the same Figure should be identified to prospective purchasers of the property (if that is the intent). Provided the mitigation measures recommended herein are adhered to, there should be no impacts to Kasshabog Lake and its fisheries from the proposed site alterations. ORE staff recommend that the measures outlined in this report be included in the final Site Plan for the property.

The proponent should recognize that this *scoped* Environmental Impact Study provides recommendations pertaining only to natural environmental issues. Other issues related to Land Use Planning, servicing and/or Engineering may also need to be addressed with respect to any future application(s) and/or development plans.

The proponent should obtain all required permits from the agencies prior to commencing any construction on-site. Failure to do so may result in delays and/or other liabilities.

**\*\*End of *Scoped* EIS Report\*\***

Yours truly,  
**Oakridge Environmental Limited**



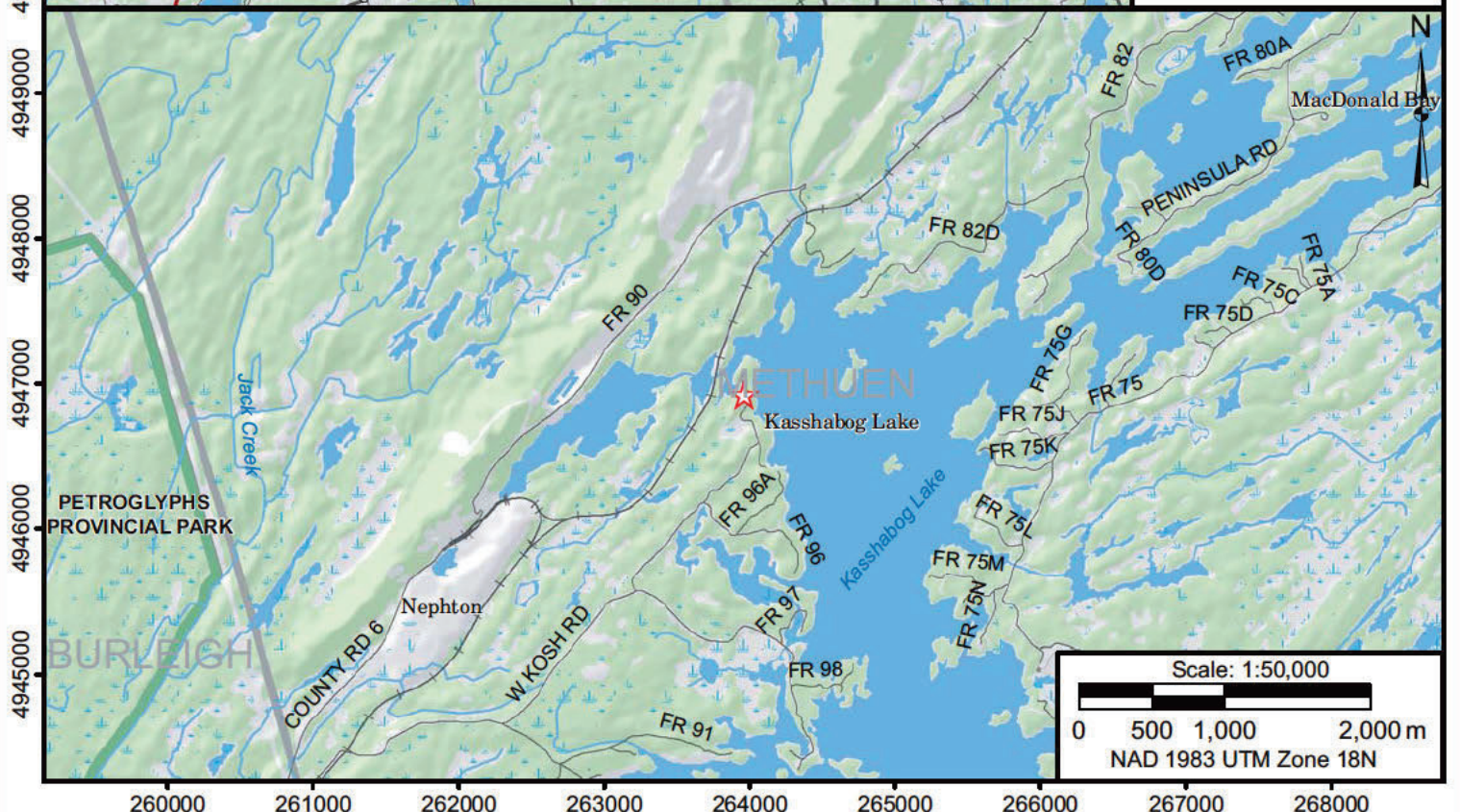
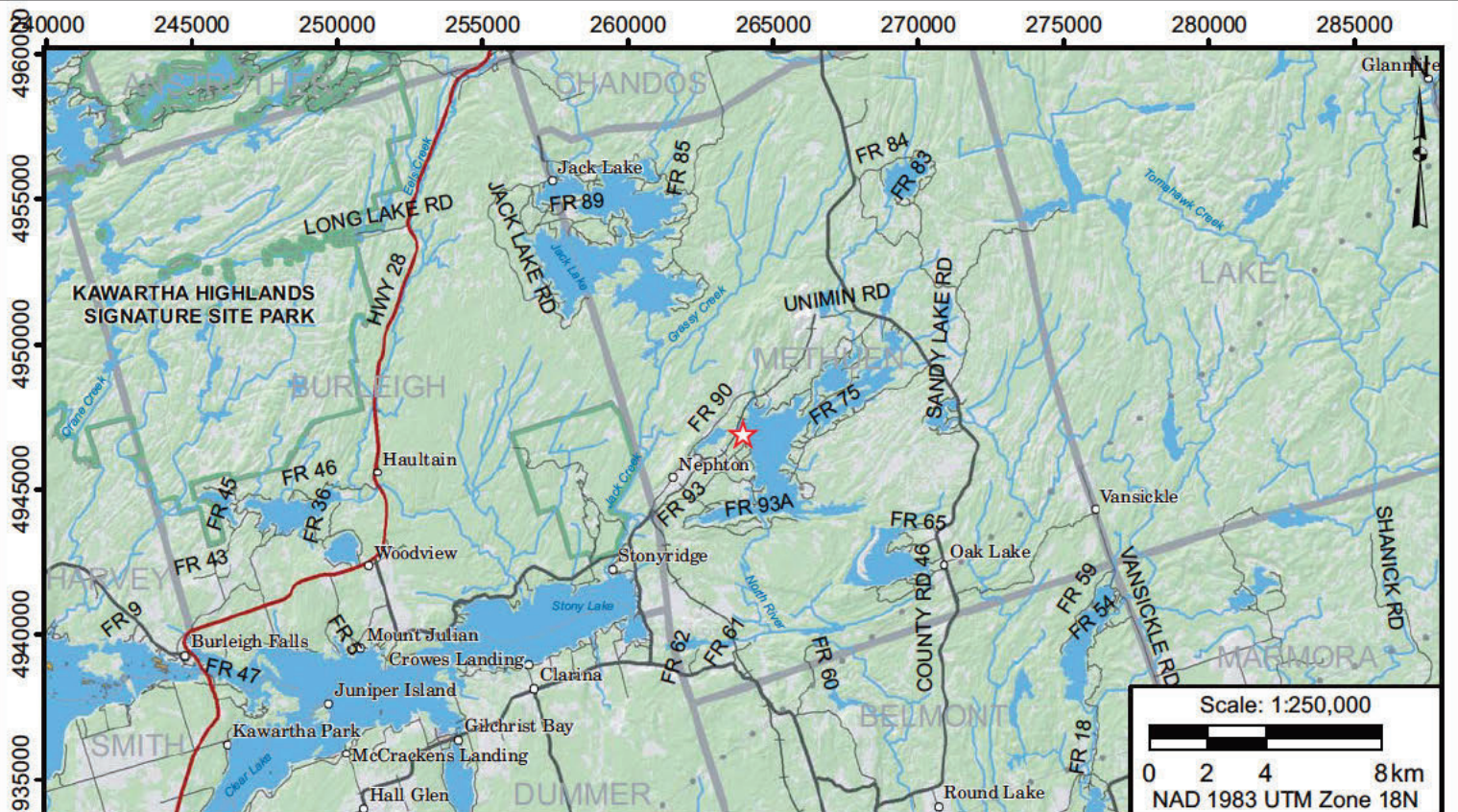
Rob West, HBSc.  
Senior Ecologist

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## **Figures**





☆ Approximate Site Location

Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)

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**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshabog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

**ORE**  
**Oakridge Environmental Ltd.**  
 Environmental and Hydrogeological Services

Open Session Regular Council Meeting - September 17, 2024

North American Datum (NAD) 1983

TITLE  
**General Location**

PROJECT #  
 23-3367

DATE  
 May 2024

FIGURE NO.  
**1**

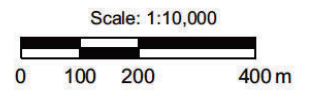
408 of 623





**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshabog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

- Approximate Property Boundary
- Proposed Severance
- Wooded Area
- Waterbody
- Wetland (Unevaluated)
- Watercourse
- Contour (5m Intervals)
- Spot Height (m asl)
- Building (symbol)
- Road
- Railway
- Geographic Lot Fabric



Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)

Optimized for Oakridge Environmental Ltd. printing

TITLE  
**Topography and Drainage**

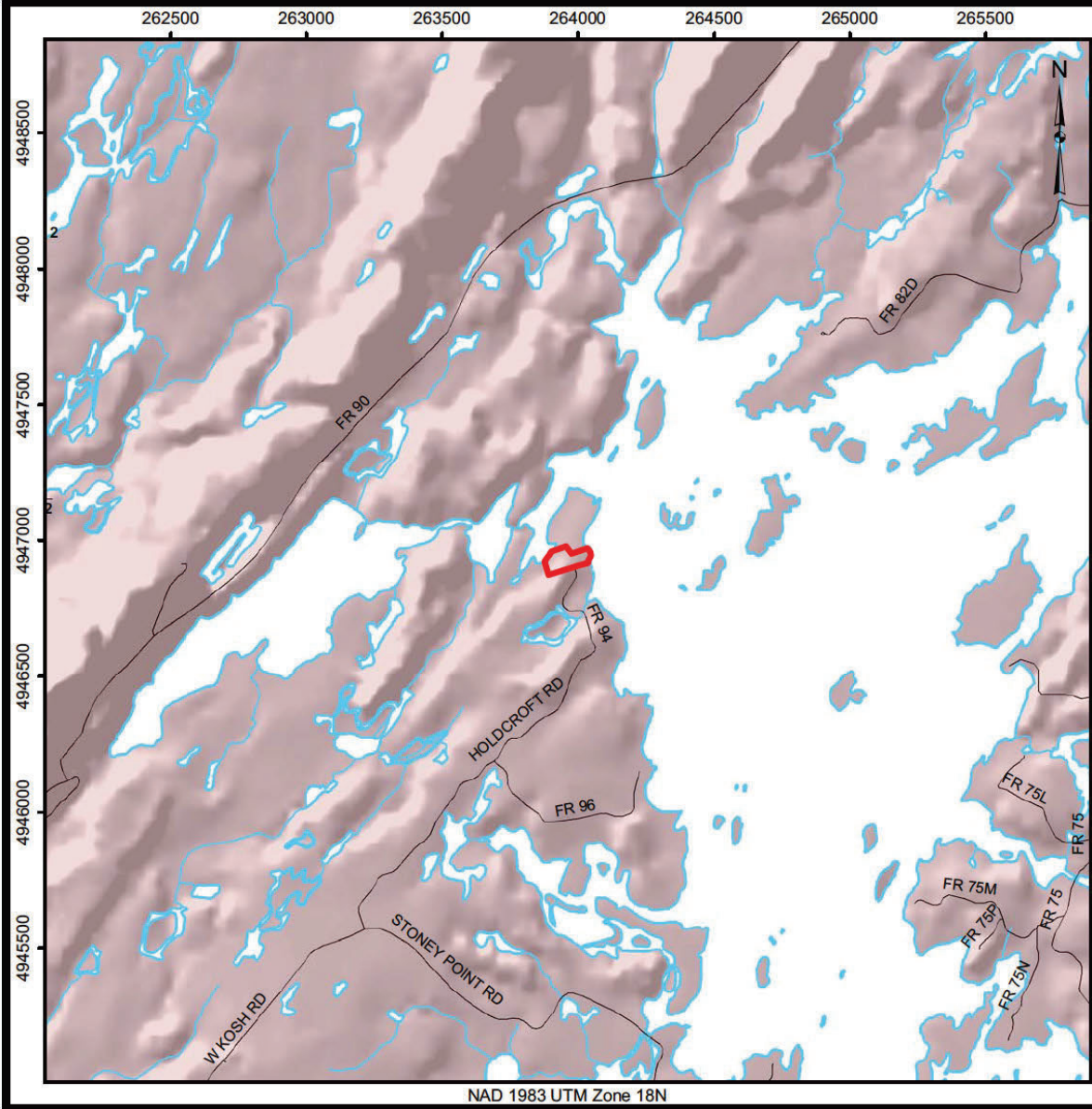


PROJECT #  
 23-3367

DATE  
 May 2024

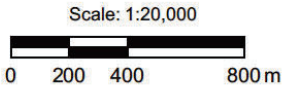
FIGURE NO.

**2**



**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshabog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

- Approximate Property Boundary
- Waterbody
- Watercourse
- Contact (approximate/assumed)
- Precambrian bedrock-drift complex



*Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)*

*Optimized for Oakridge Environmental Ltd. printing*

TITLE  
**Surficial Geology**

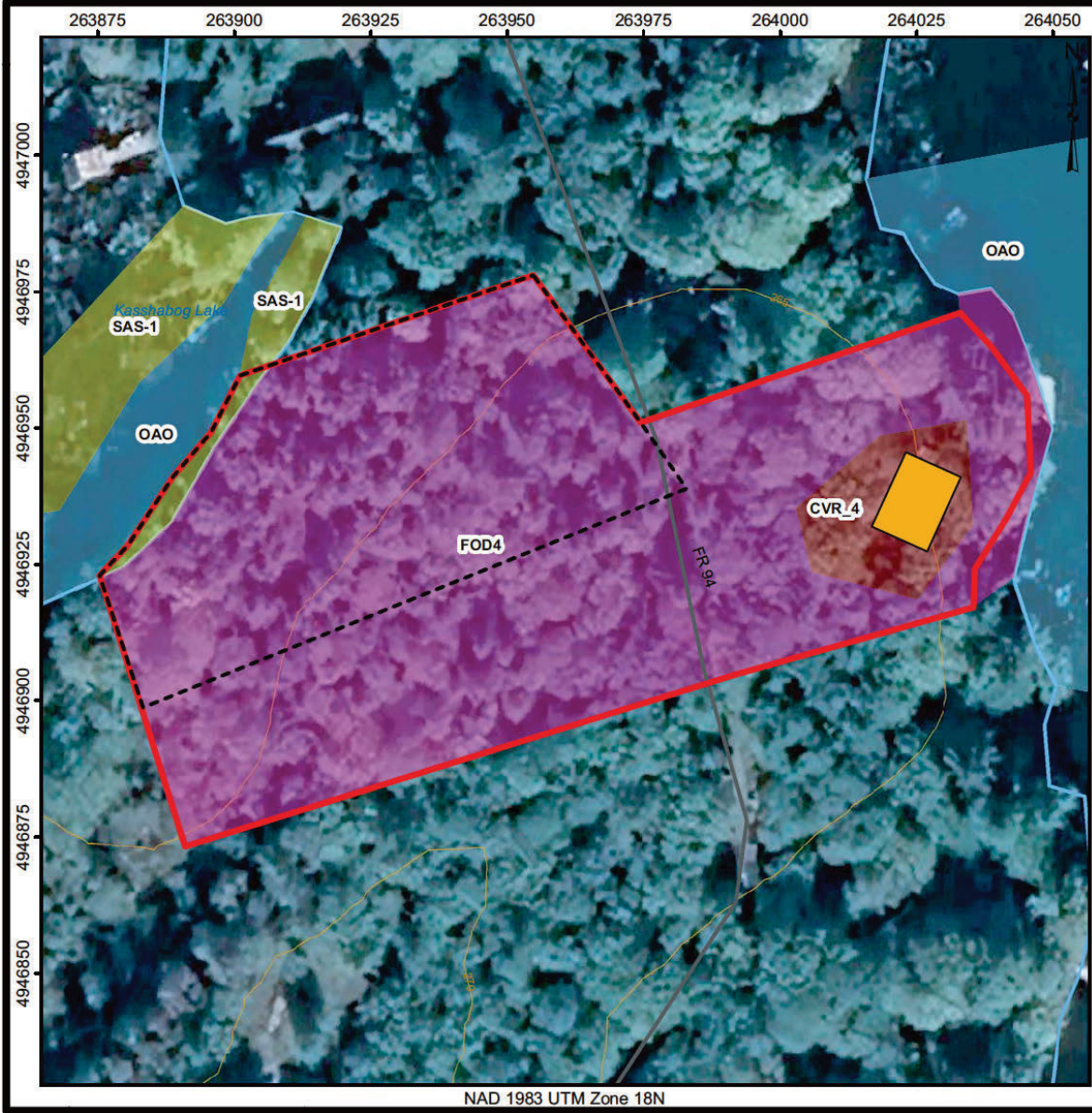


PROJECT #  
 23-3367

FIGURE NO.  
**3**

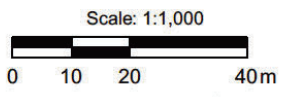
DATE  
 May 2024





**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshabog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

- Approximate Property Boundary
- Proposed Severance
- Existing Residence
- Dry - Fresh Deciduous Forest (FOD4)
- Open Aquatic (OAO)
- Pondweed Submerged Shallow Aquatic (SAS1-1) and Floating Leaved
- Rural Property (CVR\_4)
- Waterbody Shoreline (LIO)
- Road
- Contour (5 m Intervals)



*Notes: Base maps provided by Land Information Ontario and Natural Resources Canada (2023)*  
*Imagery provided by Google Earth (2022)*  
*Feature locations determined by differential GPS (+/- 3.0 m)*  
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<b>TITLE</b>	
<b>Vegetation</b>	
<b>PROJECT #</b>	<b>FIGURE NO.</b>
23-3367	<b>4</b>
<b>DATE</b>	
May 2024	





Photo A (Above): was taken along the east edge of the property on the retained lands. In the background is Kasshabog Lake.

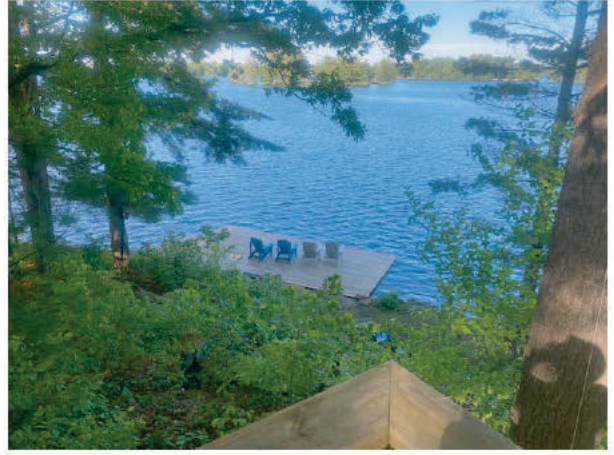


Photo B (Above): was taken along the east edge of retained lands where the existing cottage is located.



Photo C (Above): was taken in the area directly south of the proposed lot illustrating the deciduous type woodland habitat that occurs in the general area of the proposed severance.



Photo D (Above): was taken along the shoreline directly south of the proposed lot illustrating the aquatic/weedy conditions in this section of the bay.

<p>Photos Taken: April 21, 2024</p>	<p><b>Scoped Natural Heritage Evaluation (sNHE)</b>  <b>Proposed One (1) Lot Severance</b>          71 Fire Route 94, Kasshabog Lake          Part of Lots 14 &amp; 15, Concession 8 (Methuen)          Township of Havelock-Belmont-Methuen,          County of Peterborough</p>	<p>TITLE</p>	
	<p><b>Site Photos</b></p>		
<p>Optimized for Oakridge Environmental Ltd. printing</p>	<p><b>ORE</b>  <b>Oakridge Environmental Ltd.</b>          Open Session Regular Council Meeting - September 17, 2024</p>	<p>PROJECT # 23-3367</p>	<p>FIGURE NO.</p>
		<p>DATE May 2024</p>	<p><b>5</b> 412 of 623</p>





Photo A (Above): was taken from FR 94 looking towards the embayment area of Kasshabog Lake. This provides a view through the proposed severance lot.



Photo B (Above): was taken along the shoreline of the embayment that the proposed severance would front onto.



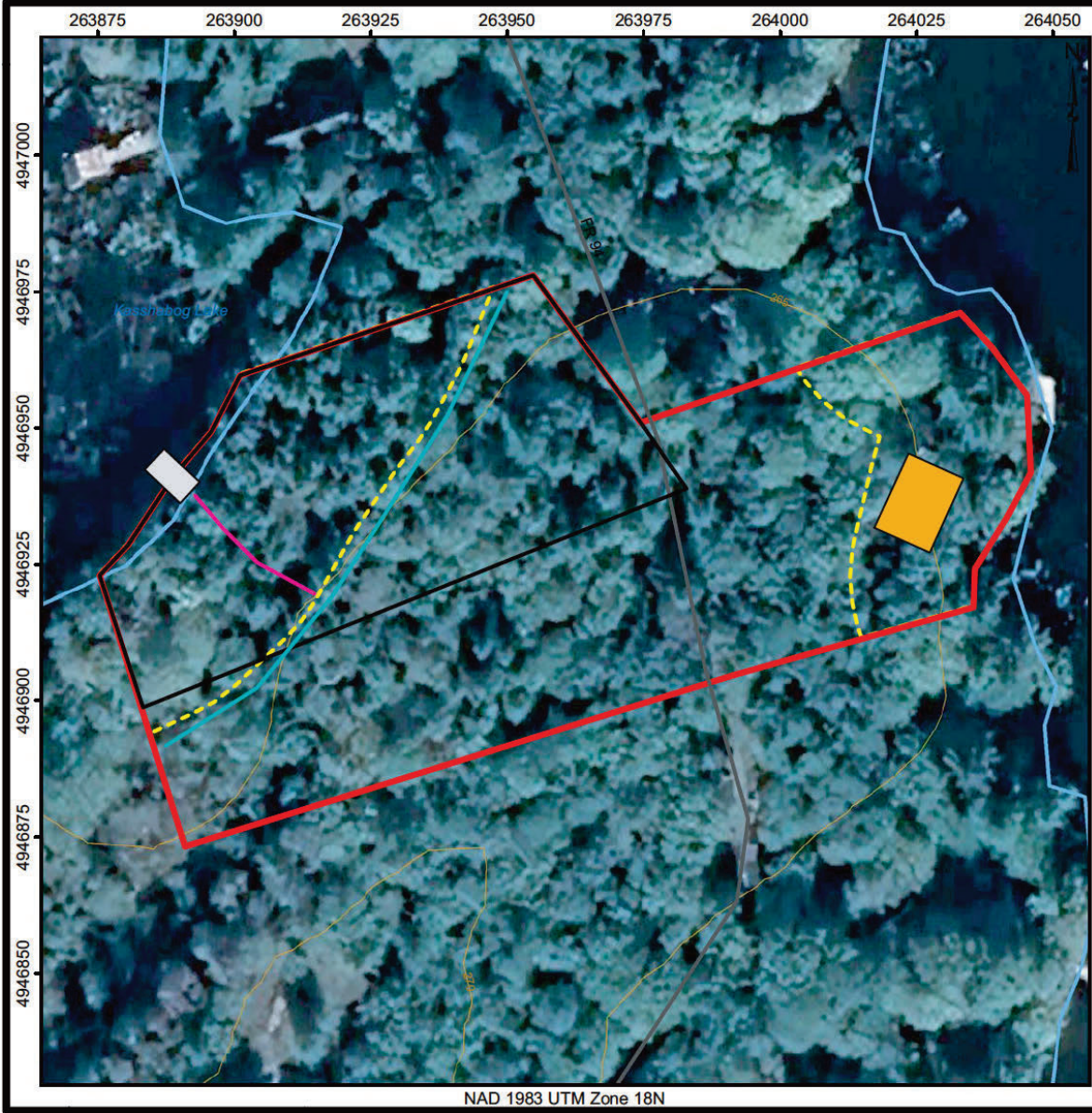
Photo C (Above): was taken looking north through the upland area of the lot that possesses both a conifer rim (directly adjacent to the lake) and deciduous woodland habitat in the interior.



Photo D (Above): was taken overlooking the bay that the proposed severance parcel would front onto.

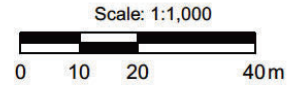
<p>Photos Taken: April 21, 2024</p>	<p><b>Scoped Natural Heritage Evaluation (sNHE)</b>  <b>Proposed One (1) Lot Severance</b>          71 Fire Route 94, Kasshabog Lake          Part of Lots 14 &amp; 15, Concession 8 (Methuen)          Township of Havelock-Belmont-Methuen,          County of Peterborough</p>	<p>TITLE</p>	
	<p><b>Site Photos</b></p>		
<p>Optimized for Oakridge Environmental Ltd. printing</p>	 <p>Open Session Regular Council Meeting - September 17, 2024</p>	<p>PROJECT # 23-3367</p>	<p>FIGURE NO.</p>
		<p>DATE May 2024</p>	<p><b>6</b> 413 of 623</p>





**Scoped Natural Heritage Evaluation (sNHE)**  
**Proposed One (1) Lot Severance**  
 71 Fire Route 94, Kasshabog Lake  
 Part of Lots 14 & 15, Concession 8 (Methuen)  
 Township of Havelock-Belmont-Methuen,  
 County of Peterborough

- Approximate Property Boundary
- Proposed Severance
- Existing Residence
- Waterbody Shoreline (LIO)
- Waterbody Setback (30 m)
- Road
- Contour (5 m Intervals)
- Approximate Proposed Dock
- Approximate Proposed Path
- Heavy-duty Silt Fence



Notes: Base maps provided by Land Information Ontario (LIO) and Natural Resources Canada (2023)

Imagery provided by Google Earth (2022)

Feature locations determined by differential GPS (+/- 3.0 m)

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TITLE

**Constraints**



PROJECT #  
23-3367

DATE  
May 2024

FIGURE NO.  
**7**

# **Appendix A**

Preliminary Severance Review (PSR)

# Preliminary Severance Review

Prepared by the Peterborough County  
Planning Department



Date: August 6, 2021

Name: Steven Rye, Timothy Rye & Karen Sawyer Agent: N/A

Email: [Redacted]

Phone: [Redacted]

Municipality: Havelock-Belmont-Methuen, Methuen Ward

Lot: Part Lots 14 & 15 Concession: 8 Roll No.: 1531-010-009-21700

Municipal Address: 71 Fire Route 94

Type of Severance: recreational residential lot(s)

	Severed	Retained
County Official Plan	Shoreland Area	Shoreland Area
Municipal Official Plan	Shoreline	Shoreline
Municipal Zoning	Seasonal Residential (SR)	Seasonal Residential (SR)
Area and Frontage	± 0.56 hectares, ± 45.1 m frontage on Kasshabog Lake	± 0.50 hectares, ± 54.4 m frontage on Kasshabog Lake
Existing Use/Buildings	Recreational, vacant	Cottage, boathouse, accessory structures

**Conforms to Provincial policies?**

Yes  No

Studies are required to demonstrate the proposal will have no negative impact on fish habitat.

**Conforms to County Official Plan policies?**

Yes  No

The proposed severance appears to conform to the County Official Plan policies, provided no negative impacts on fish habitat.

**Conforms to Township Official Plan policies?**

Yes  No

The proposed severance appears to conform to the Township Official Plan policies, provided no negative impacts on fish habitat.

**Conforms to Township Zoning By-Law?**

Severed parcel meets Zoning requirements:

Yes  No

Retained parcel meets Zoning requirements:

Yes  No

Severed parcel does not appear to meet minimum lot frontage requirements.

**Studies required to support the application?**

Yes  No

- Environmental Impact Study \* Fish Habitat

**Provincial Policy Review:**

The following key natural heritage features and/or key hydrologic features have been identified on or adjacent to the subject property:

- Wetlands
- Significant Wildlife Habitat
- Area of Natural and Scientific Interest (ANSI)
- Fish habitat
- Significant Woodlands
- Other key hydrologic feature (stream, pond, lake)
- Species at Risk
- Habitat of Endangered or Threatened Species

Does the proposal require a Natural Heritage Evaluation to address the features identified above?

- Yes
- No

Sections 4.2.3 and 4.2.4.1(c) of the Growth Plan state that development and site alteration, including lot creation, is not permitted in key hydrologic features or the minimum 30 metre vegetation protection zone (VPZ) surrounding the feature. In addition, Section 4.2.4.1 of the Growth Plan states that development within 120 metres of a key hydrologic feature will require a natural heritage evaluation/hydrologic evaluation. Although the severed parcel is located within 120 metres of Kasshabog Lake, the County Official Plan policies require a minimum 30 metre setback for all new development, and therefore, a natural heritage and/or hydrologic evaluation is not required to address this feature.

Mapping available to the County indicates that fish habitat is present along the shoreline of Kasshabog Lake proximate to the severed parcel. PPS policy 2.1.6 prohibits development and site alteration within fish habitat except in accordance with provincial and federal requirements. Section 2.1.8 of the PPS as well as Sections 4.1.3.1 and 4.1.3.4 of the County Official Plan state that any development within 30 metres of fish habitat will require an Environmental Impact Study (EIS). The EIS must demonstrate that there will be no negative impacts on the natural features or on their ecological functions before development can be permitted.

Does the proposal meet Minimum Distance Separation requirements?

- Yes
- No
- Not Applicable

No livestock facilities have been identified within a 1,500 metre radius of the subject property.

**County Official Plan Policy Review:**

Section 2.6.3.3 of the Plan permits severances within Shoreland Areas provided the requirements of the Health Unit can be met (S.2.6.3.3 (A)); and provided that proposed lots have direct frontage on and access from publicly owned and maintained roads unless otherwise permitted in local Official Plans (S.2.6.3.3 (C)). Water access for recreational uses may be permitted as specified in local Official Plans (S.2.6.3.3 (C)).

Section 5.3.3.5 of the Plan states in part that "new development is not permitted if it is not accessible by a public road which is maintained year round, unless the local plan

contains policies permitting new development not accessible by a public road maintained year-round.”

Section 2.6.3.1 of the Plan states that “under no circumstances shall severances be recommended for approval where proposed severances are contrary to this Plan and/or the respective local Official Plan.”

**Municipal Official Plan Policy Review:**

The lands proposed for severance are designated Shoreline in the local Official Plan. Permitted uses in the Shoreline designation include residential uses of both a permanent and recreational nature (S. 3.3.3).

As per Section 2.2.2.1 (u), the number of new lots that may be created by consent shall be three (3) severed and one (1) retained per land holding. A land holding is defined as a separate parcel recorded in the Land Registry Office as of February 15, 1990. A review of County Land Division records indicates that the subject property has not received any prior consents, and is therefore eligible for severance in principle.

Section 2.2.2.1 (g) states that all lots created by consent as well as the retained parcel shall front on and have access from a public road which is maintained year round and which is of reasonable standard and construction. Exceptions are provided in Section 2.1.5, which states that lot creation may be permitted on a private road existing as of the date of adoption of the Official Plan. Residential development along shorelines may be permitted with direct access by private road, provided that development is limited to single-unit dwellings (S. 2.1.5.4). It appears there is private road access to both the severed and retained lots.

Section 3.7.3.3 requires completion of an Environmental Impact Study (EIS) which demonstrates that there will be no negative impacts on the natural features or their ecological functions where development is proposed within 30 metres of fish spawning areas.

As applicable, consents must meet Zoning By-law, Health Unit and Minimum Distance Separation (MDS) requirements (S. 2.2.2.1, (j), (l(ii)) & (p)). The severed parcel does not appear to meet the lot frontage requirements of the Seasonal Residential (SR) Zone.

**Reviewed By: Amanda Warren**

---



## Additional Notes

Agencies to be contacted by landowner or agent (marked with an X):

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Township  | <input checked="" type="checkbox"/> Peterborough Public Health |
| <input checked="" type="checkbox"/> Conservation Authority                          | <input type="checkbox"/> Trent-Severn Waterway                 |
| <input type="checkbox"/> Source Water Risk Management Officer                       | <input type="checkbox"/> First Nations                         |
| <input checked="" type="checkbox"/> Ministry of Environment, Conservation and Parks | <input type="checkbox"/> Other                                 |

- Proposal requires confirmation from the Township or identified agency regarding policy conformity.

\* The landowner should be aware that local council may not support a rezoning or minor variance to create a lot that is not in compliance with the provisions of the Zoning By-law.

\* The lands may be within the watershed of a local Conservation Authority. It is recommended that you contact the Authority to determine what, if any, permits may be necessary:

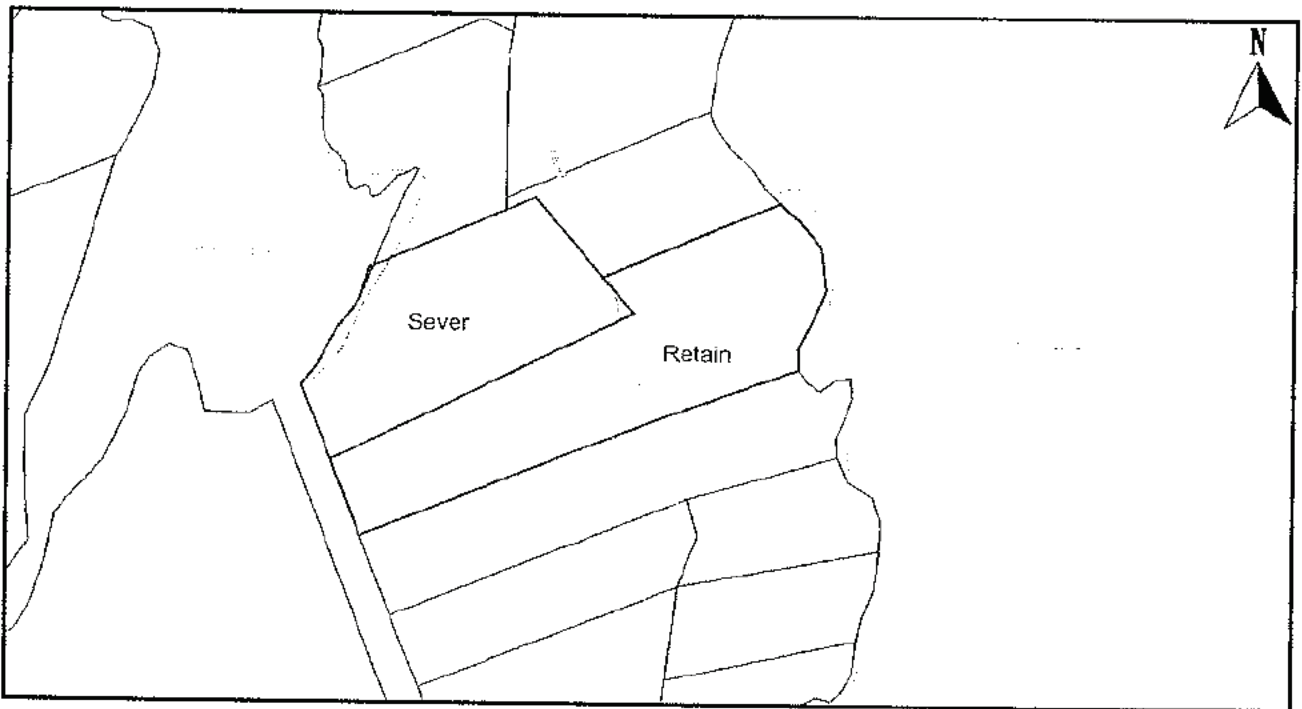
- No Conservation Authority in the area
- Otonabee Region Conservation Authority (ORCA), (705) 745-5791
- Crowe Valley Conservation Authority (CVCA), (613) 472-3137
- Kawartha Region Conservation Authority (KRCA), (705) 328-227

\* It is the responsibility of the landowner to identify endangered and threatened species and their habitat on the property prior to undertaking work, and to ensure that the work/activity will not result in negative impacts. Landowners are encouraged to consult with the Ministry of Environment, Conservation and Parks (MECP) if they have questions about the *Endangered Species Act, 2007 (ESA)*. Any sightings of a threatened or endangered species during development and construction on the property must be reported in accordance with the ESA.

### Important

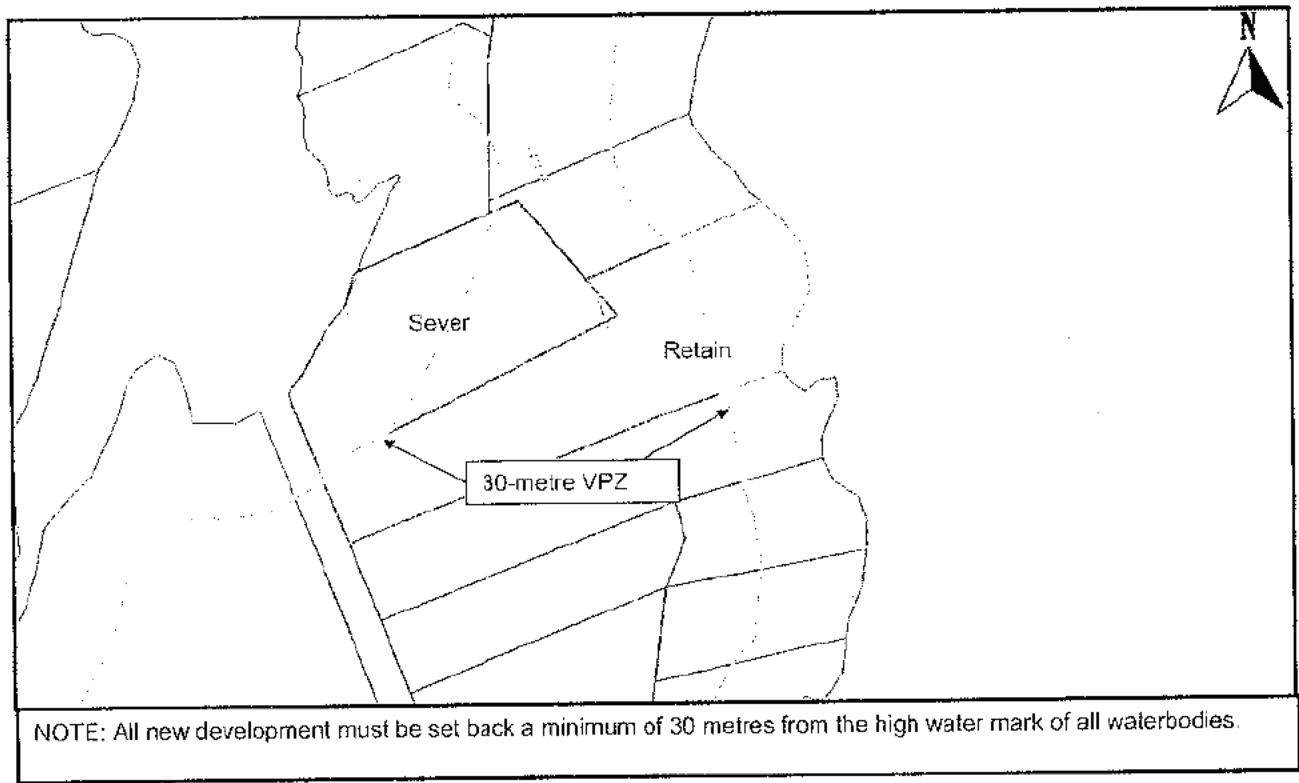
***Our position on the overall conformity of the proposal is based on information available at the time of review. Subsequent information from commenting agencies can change our comments relating to any formal application for severance which is subsequently filed. The above-noted comments should not be construed as preliminary approval or denial of a proposal but recognized as a position of the County Planning Department based on the availability of current information.***

**Roll #1531-010-009-21700**  
**Part Lots 14 & 15, Concession 8, Methuen**  
**(Rye & Sawyer)**  
**Severance Sketch**



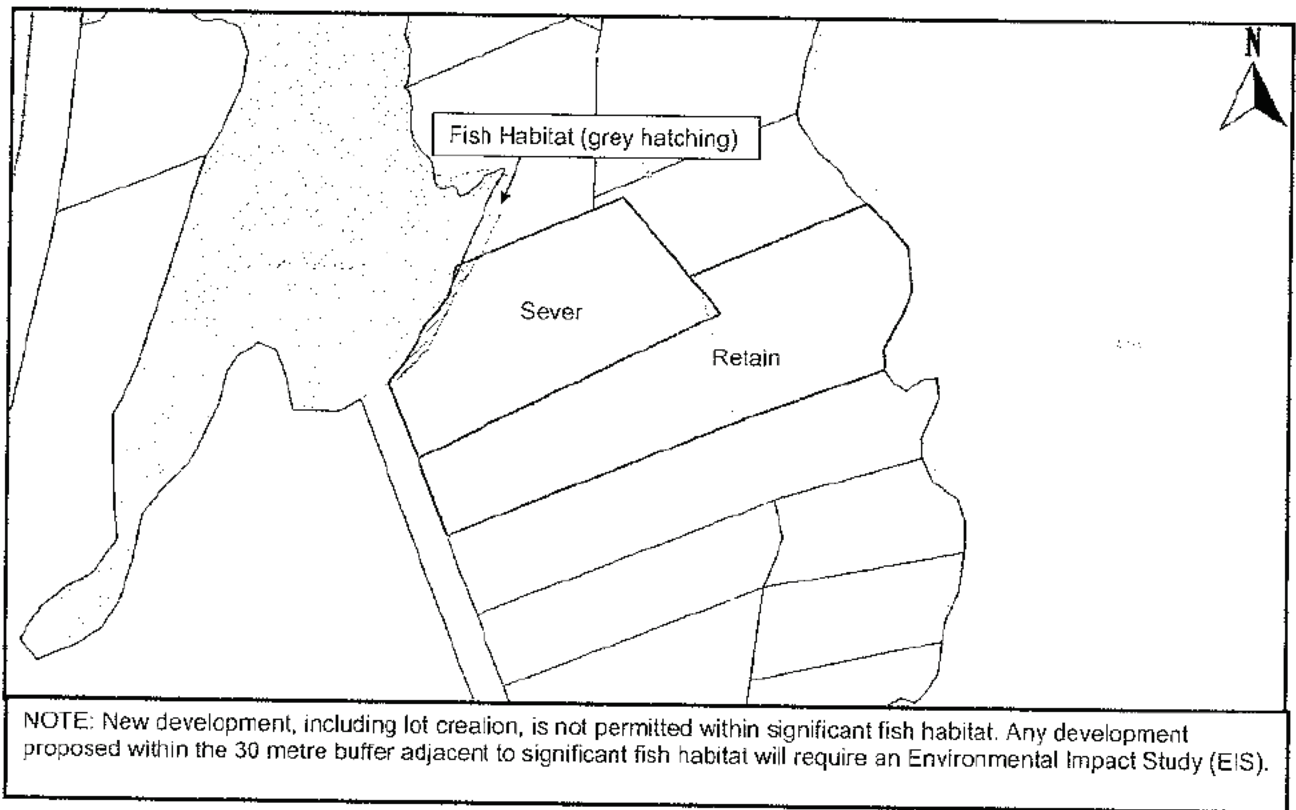
Scale (metric)  
1:1200

Roll #1531-010-009-21700  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Key Hydrologic Features



Scale (metric)  
1:1200

**Roll #1531-010-009-21700**  
**Part Lots 14 & 15, Concession 8, Methuen**  
**(Rye & Sawyer)**  
**Fish Habitat**



Scale (metric)  
1:1200





## **Appendix B**

Prescreen for Species at Risk Fish



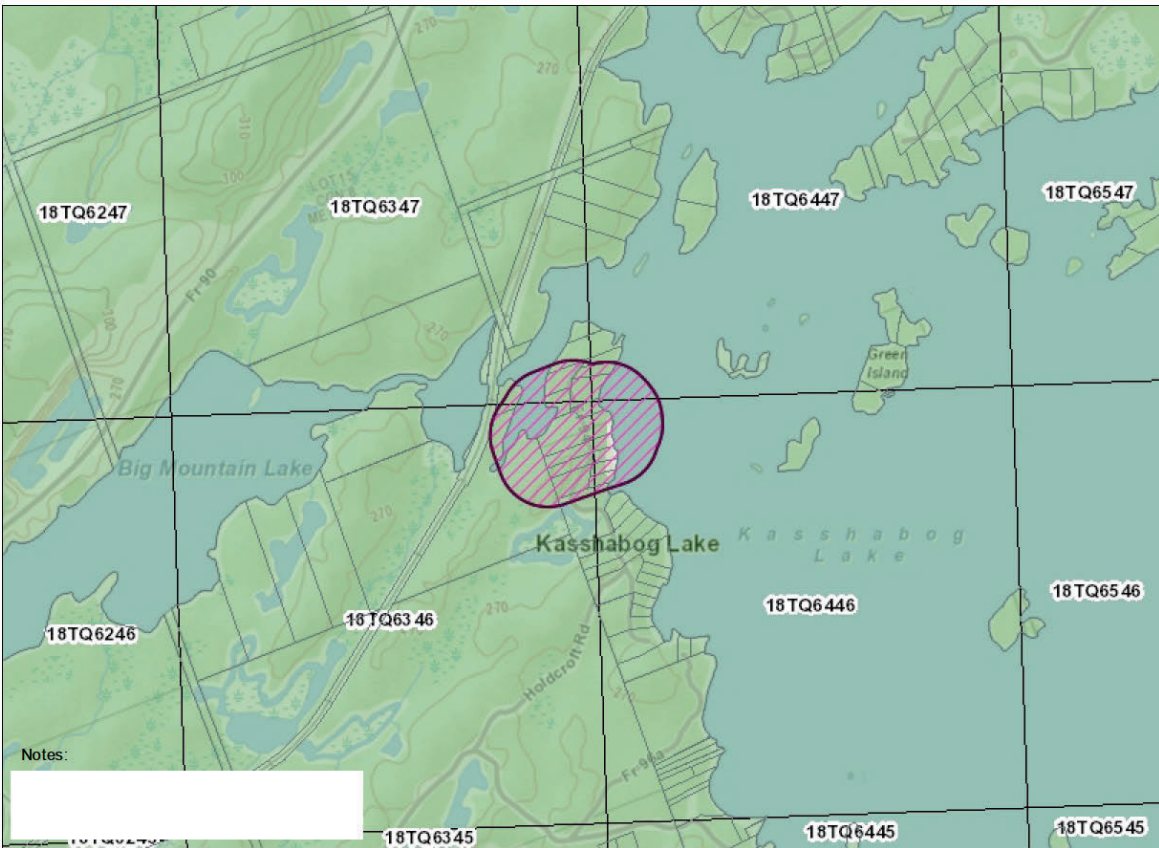
Ministry of Natural Resources and Forestry  
Make-a-Map: Natural Heritage Areas

### NHIC Map

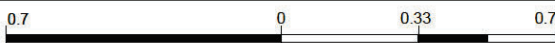
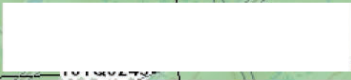
Map created: 11/23/2023

### Legend

- Assessment Parcel
- NHIC 1 Km Grid
- ANSI
- Earth Science Provincially Significant/sciences de la terre d'importance provinciale
- Earth Science Regionally Significant/sciences de la terre d'importance régionale
- Life Science Provincially Significant/sciences de la vie d'importance provinciale
- Life Science Regionally Significant/sciences de la vie d'importance régionale
- Conservation Reserve
- Provincial Park
- Natural Heritage System



Notes:



Absence of a feature in the map does not mean they do not exist in this area.

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. The Ontario Ministry of Natural Resources and Forestry (OMNRF) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.  
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### NHIC Data

To work further with this data select the content and copy it into your own word or excel documents.

OGF ID	Element Type	Common Name	Scientific Name	SRank	SARO Status	COSEWIC Status	ATLAS NAD83 IDENT	COMMENTS
1067502	WILDLIFE CONCENTRATION AREA	Colonial Waterbird Nesting Area	Colonial Waterbird Nesting Area	SNR			18TQ6346	
1067502	SPECIES	Evening Grosbeak	Coccothraustes vespertinus	S4	SC	SC	18TQ6346	
1067502	SPECIES	Eastern Whip-poor- will	Antrostomus vociferus	S4B	THR	THR	18TQ6346	
1067502	SPECIES	Blanding's Turtle	Emydoidea blandingii	S3	THR	END	18TQ6346	
1067512	WILDLIFE CONCENTRATION AREA	Colonial Waterbird Nesting Area	Colonial Waterbird Nesting Area	SNR			18TQ6446	
1067512	SPECIES	Eastern Whip-poor- will	Antrostomus vociferus	S4B	THR	THR	18TQ6446	
1067512	SPECIES	Blanding's Turtle	Emydoidea blandingii	S3	THR	END	18TQ6446	
1067503	WILDLIFE CONCENTRATION AREA	Colonial Waterbird Nesting Area	Colonial Waterbird Nesting Area	SNR			18TQ6347	
1067503	SPECIES	Midland Painted Turtle	Chrysemys picta marginata	S4		SC	18TQ6347	
1067503	SPECIES	Eastern Whip-poor- will	Antrostomus vociferus	S4B	THR	THR	18TQ6347	
1067503	SPECIES	Blanding's Turtle	Emydoidea blandingii	S3	THR	END	18TQ6347	
1067513	WILDLIFE CONCENTRATION AREA	Colonial Waterbird Nesting Area	Colonial Waterbird Nesting Area	SNR			18TQ6447	



## Kasshabog Lake

Waterbody

Regulations

**Fish**

Stocking

Survey

### Fish Species Found in Waterbody

#### MNRF

Species observed or confirmed by MNRF. This list may contain historical records

Species	Last Observation Date
Brown Bullhead	-
Largemouth Bass	-
Muskellunge	-
Pumpkinseed	-
Smallmouth Bass	-
Walleye	-
White Sucker	-
Yellow Perch	-

#### Public

Species reported by the public (unconfirmed)

[Report a Species](#)

Species	Last Observation Date
Largemouth Bass	24-MAY-22
Muskellunge	08-JUL-22
Rock Bass	14-AUG-21
Smallmouth Bass	24-MAY-22
Walleye	24-MAY-22



## Big Mountain Lake

Waterbody

Regulations

**Fish**

Stocking

Survey

### Fish Species Found in Waterbody

#### MNRF

Species observed or confirmed by MNRF. This list may contain historical records

Species	Last Observation Date
Largemouth Bass	31-JUL-14
Pumpkinseed	31-JUL-14
Rock Bass	31-JUL-14
Smallmouth Bass	31-JUL-14
Yellow Perch	31-JUL-14

# **Appendix C**

## Species List



# Species List

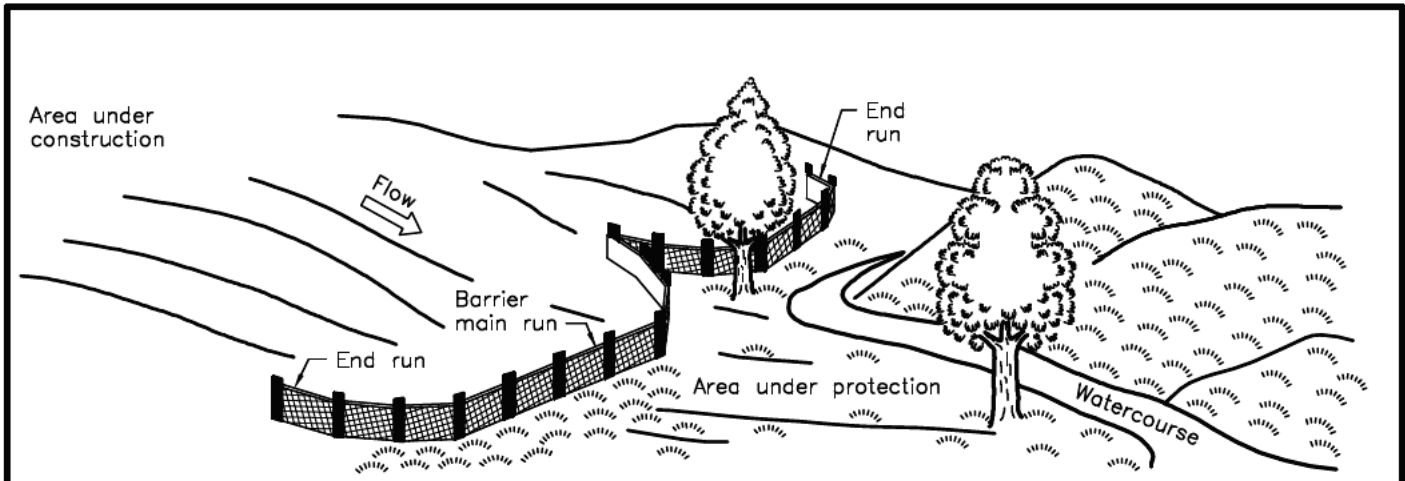
KINGDOM	Common Name	Scientific Name	SARO	SARA
<b>Animalia</b>	American Bullfrog	Lithobates catesbeianus		
	American Robin	Turdus migratorius		
	Blue Jay	Cyanocitta cristata		
	Canadian Toad	Anaxyrus hemiophrys		
	Common Grackle	Quiscalus quiscula		
	Common Loon	Gavia immer	NAR	
	Common Raven	Corvus corax		
	Common Yellowthroat	Geothlypis trichas		
	Eastern Chipmunk	Tamias striatus		
	Eastern Kingbird	Tyrannus tyrannus		
	Eastern Wood-pewee	Contopus virens	SC	Special Concern/Préoccupante
	Gray Catbird	Dumetella carolinensis		
	Hairy Woodpecker	Dryobates villosus		
	Northern Cardinal	Cardinalis cardinalis		
	Ovenbird	Seiurus aurocapilla		
	Pileated Woodpecker	Dryocopus pileatus		
	Pumpkinseed	Lepomis gibbosus		
	Red Admiral	Vanessa atalanta		
	Red Fox	Vulpes vulpes		
	Red Squirrel	Tamiasciurus hudsonicus		
	Red-breasted Nuthatch	Sitta canadensis		
	Red-eyed Vireo	Vireo olivaceus		
	Red-tailed Hawk	Buteo jamaicensis	NAR	
	Rock Bass	Ambloplites rupestris		
	Smallmouth Bass	Micropterus dolomieu		
	Song Sparrow	Melospiza melodia		

KINGDOM	Common Name	Scientific Name	SARO	SARA
	Swamp Darner	<i>Epiaschna heros</i>		
	Swamp Sparrow	<i>Melospiza georgiana</i>		
	Walleye	<i>Sander vitreus</i>		
	Wood Frog	<i>Lithobates sylvaticus</i>		
	Yellow Perch	<i>Perca flavescens</i>		
	Yellow Warbler	<i>Setophaga petechia</i>		
	Yellow-rumped Warbler	<i>Setophaga coronata</i>		
<b>Plantae</b>	American Eelgrass	<i>Vallisneria americana</i>		
	Annual Fleabane	<i>Erigeron annuus</i>		
	Basswood	<i>Tilia americana</i>		
	Black Cherry	<i>Prunus serotina</i>		
	Canada Goldenrod	<i>Solidago canadensis</i>		
	Canada Yew	<i>Taxus canadensis</i>		
	Common Dandelion	<i>Taraxacum officinale</i>		
	Common Mullein	<i>Verbascum thapsus</i>		
	Common Plantain	<i>Plantago major</i>		
	Common Self-heal	<i>Prunella vulgaris</i>		
	Common Sow-thistle	<i>Sonchus oleraceus</i>		
	Common Speedwell	<i>Veronica officinalis</i>		
	Common St. John's-wort	<i>Hypericum perforatum ssp. perforatum</i>		
	Common Timothy	<i>Phleum pratense</i>		
	Common Viper's Bugloss	<i>Echium vulgare</i>		
	Common Yarrow	<i>Achillea millefolium</i>		
	Curly-leaved Pondweed	<i>Potamogeton crispus</i>		
	Eastern Bracken Fern	<i>Pteridium aquilinum ssp. latiusculum</i>		
	Eastern Buttonbush	<i>Cephalanthus occidentalis</i>		
	Eastern Hemlock	<i>Tsuga canadensis</i>		
	Eastern Hop-hornbeam	<i>Ostrya virginiana</i>		
	Eastern White Cedar	<i>Thuja occidentalis</i>		

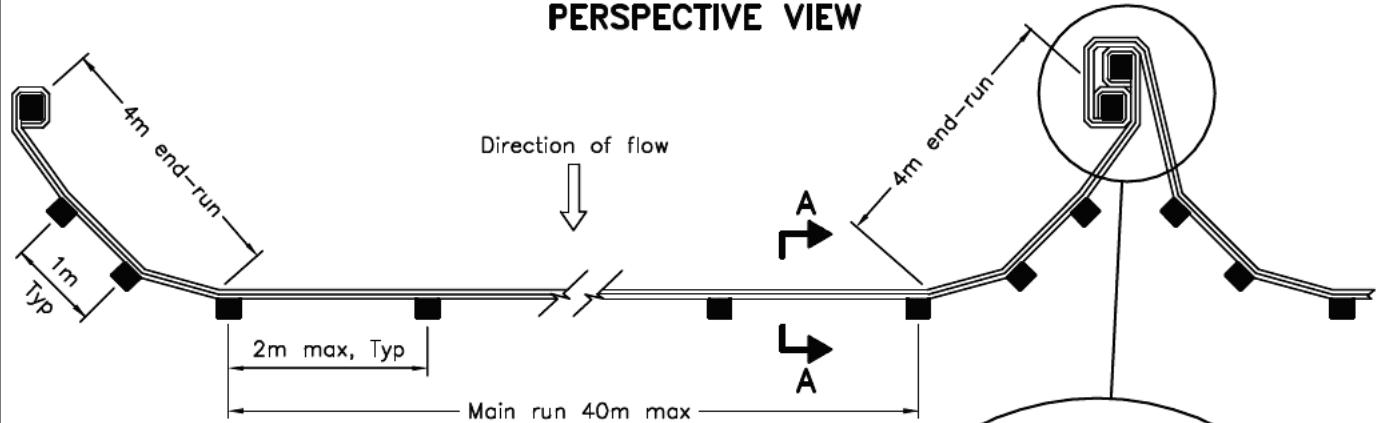
<b>KINGDOM</b>	<b>Common Name</b>	<b>Scientific Name</b>	<b>SARO</b>	<b>SARA</b>
	Eastern White Pine	<i>Pinus strobus</i>		
	European Buckthorn	<i>Rhamnus cathartica</i>		
	European Frog-bit	<i>Hydrocharis morsus-ranae</i>		
	Floating-leaved Pondweed	<i>Potamogeton natans</i>		
	Fragrant Water-lily	<i>Nymphaea odorata</i>		
	Illinois Pondweed	<i>Potamogeton illinoensis</i>		
	Large-toothed Aspen	<i>Populus grandidentata</i>		
	Northern Red Oak	<i>Quercus rubra</i>		
	Pennsylvania Sedge	<i>Carex pennsylvanica</i>		
	Red Maple	<i>Acer rubrum</i>		
	Smooth Yellow Violet	<i>Viola pubescens</i> var. <i>scabriuscula</i>		
	Spinulose Wood Fern	<i>Dryopteris carthusiana</i>		
	Sugar Maple	<i>Acer saccharum</i>		
	Trembling Aspen	<i>Populus tremuloides</i>		
	Watershield	<i>Brasenia schreberi</i>		
	White Ash	<i>Fraxinus americana</i>		
	White Elm	<i>Ulmus americana</i>		
	White Meadowsweet	<i>Spiraea alba</i> var. <i>alba</i>		
	White Trillium	<i>Trillium grandiflorum</i>		
	Wild Sarsaparilla	<i>Aralia nudicaulis</i>		
	Yellow Trout-lily	<i>Erythronium americanum</i>		
	Zigzag Goldenrod	<i>Solidago flexicaulis</i>		

## **Appendix D**

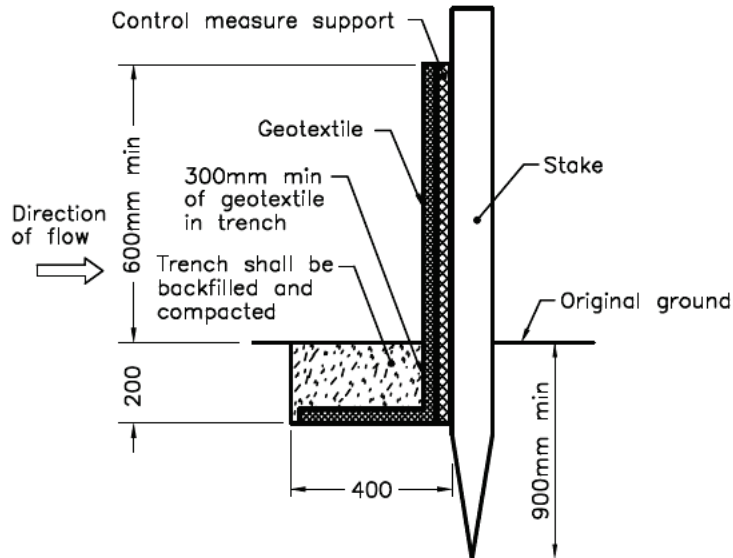
### **OPSD Heavy-duty Silt Fence**



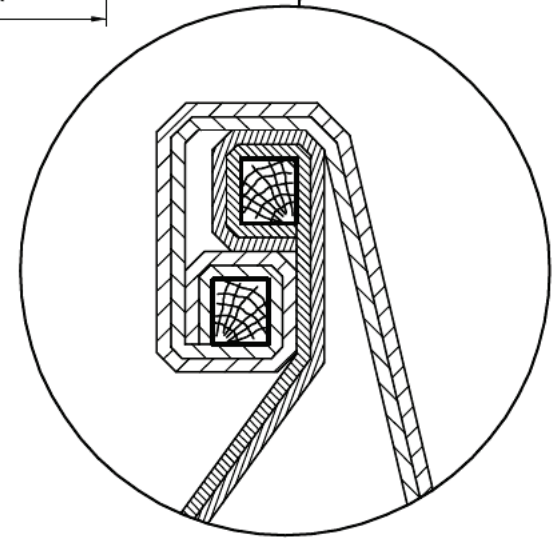
**PERSPECTIVE VIEW**



**PLAN**




**SECTION A-A**



**JOINT DETAIL**

**NOTE:**

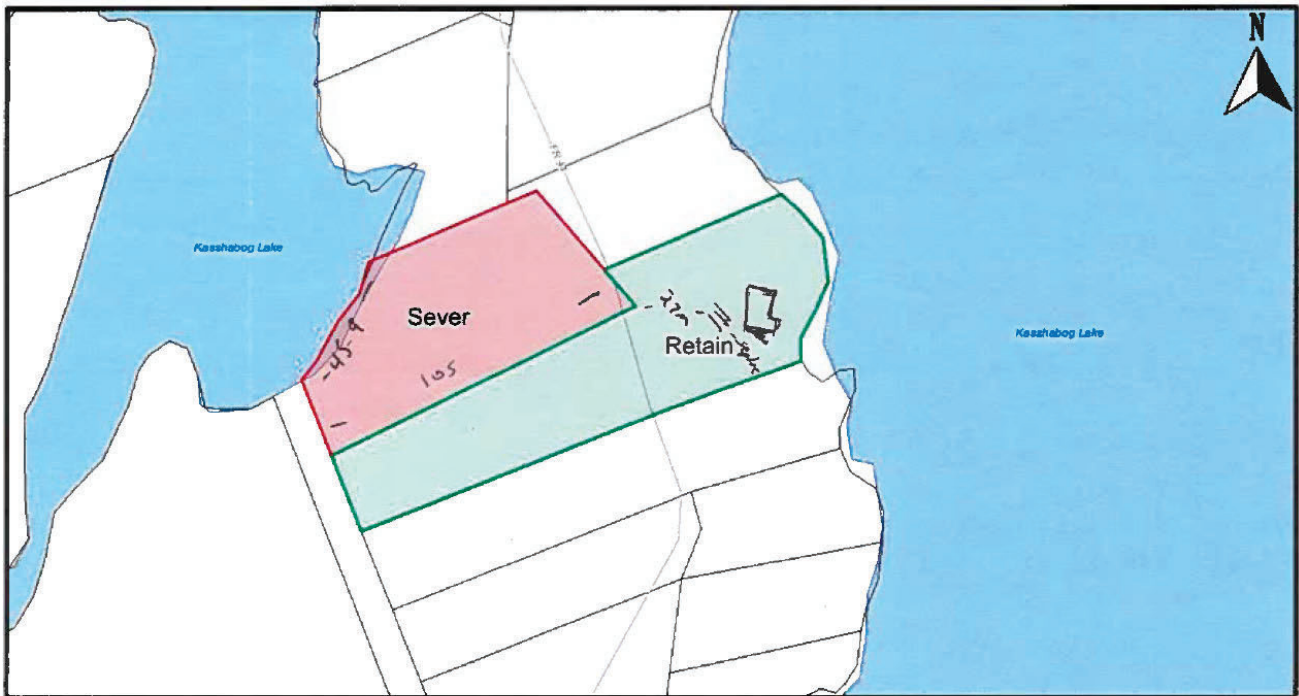
A All dimensions are in millimetres unless otherwise shown.

ONTARIO PROVINCIAL STANDARD DRAWING		Nov 2015	Rev 2	
<b>HEAVY-DUTY SILT FENCE BARRIER</b>		-----		
		-----		
		<b>OPSD 219.130</b>		



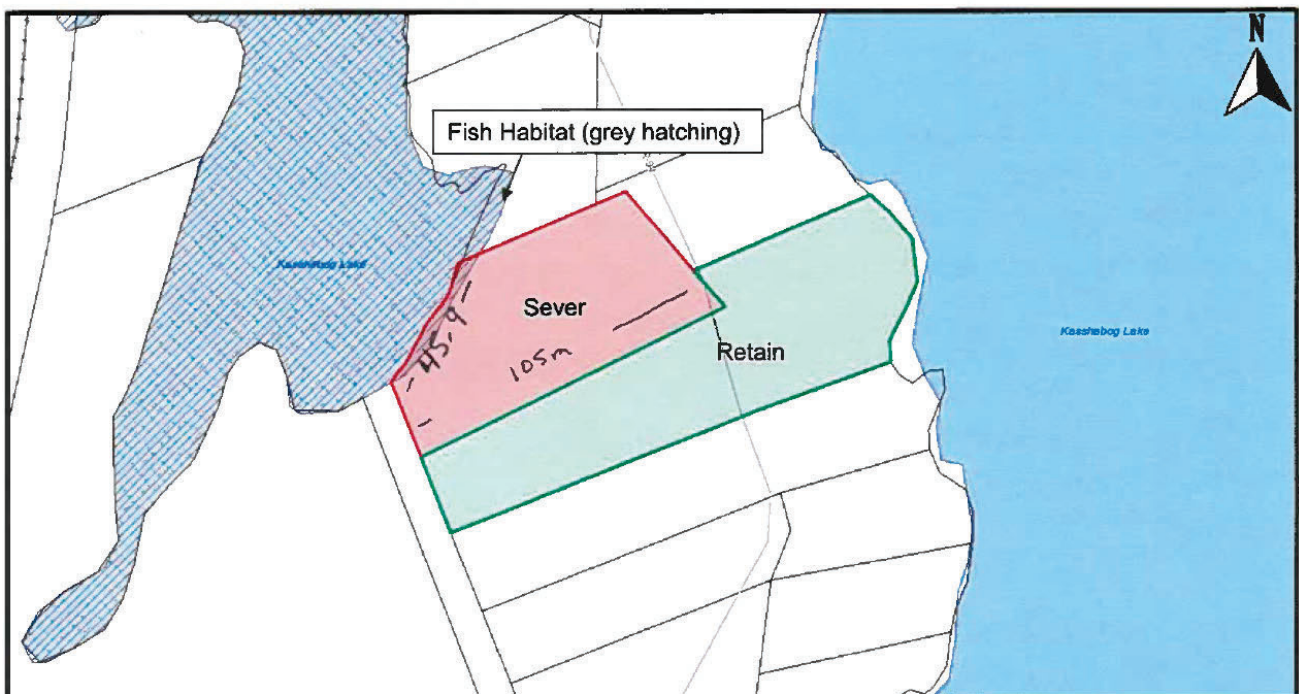
**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Severance Sketch

*Septrc*



**Scale (metric)**  
1:1200

**Roll #1531-010-009-21700**  
Part Lots 14 & 15, Concession 8, Methuen  
(Rye & Sawyer)  
Fish Habitat



**NOTE:** New development, including lot creation, is not permitted within significant fish habitat. Any development proposed within the 30 metre buffer adjacent to significant fish habitat will require an Environmental Impact Study (EIS).

**Scale (metric)**  
1:1200

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Travis Toms, Chief Building Inspector  
Meeting Date: September 17, 2024  
Subject: **Purchase of Township Unopened Road Allowance** adjacent to Part Lot 19 Concession 4; ARN: 1531-010-006-57600.

## PURPOSE and EFFECT:

The purpose and effect of this report is to present to Council planning analysis completed by Township staff to assess a request to purchase a Township Unopened Road Allowance leading to water adjacent to 149 Fire Route 23A on Belmont Lake.

## RECOMMENDATION:

- That Council receive this report and agree, in principle, to the request from the property owners to Stop up, Close and Convey that portion of unopened road allowance adjacent to Part Lot 19, Concession 4 with ARN: 1531-010-006-57600;
- That Township Staff provide the property owners with the necessary requirements in order to fulfil the stopping up, closing and conveying of the unopened road allowance adjacent to Part Lot 19, Concession 4 with ARN: 1531-010-006-57600;
- That the balance of this report be received.

## BACKGROUND:

In November of 2022, Township staff received a formal request by the property owner(s) of the parcel on Belmont Lake, Justyna Wrebel and Ryan Sherratt, to purchase an unopened road allowance situated adjacent to the subject property.

- On January 17<sup>th</sup>, 2023, Council passed the following resolution:

***R-011-23 Moved by Councillor Doherty***

***Seconded by Deputy Mayor Webb***

***That staff is hereby directed to proceed with a planning analysis of the request to purchase the Township unopened road allowance adjacent to the subject lands and provide Council with a report on the findings at a subsequent Council meeting.***

***Carried.***

In discussions with the agent of the property owner(s), it is Staff's understanding that the portion of the unopened road allowance currently has a sewage system servicing the existing cottage encroaching within then road allowance. As a result, the owners are requesting purchase of the unopened road allowance to install a new sewage system.

## **PLANNING ANALYSIS:**

### ***Township Official Plan***

In general, it is the position of Council that the ownership of unopened road allowances will remain with the Township.

However, Council may, at its sole discretion, consider the closing and conveying of a road allowance if **one or more** of the following circumstances applies:

*(a) A shore road allowance that abuts and is directly in front of a shoreline lot, where there are no matters of public interest identified;*

*(b) An original road allowance or a road allowance dedicated on a plan of subdivision, only where deemed appropriate by the Municipality to specifically resolve an encroachment of a building or structure from an abutting lot and where suitable, alternative public access is provided or available;*

*(c) An original road allowance or a road allowance dedicated on a plan of subdivision to address a topographic constraint which hinders the proper development of an abutting lot, only where deemed appropriate by the Municipality and where suitable, alternative public access is provided or available*

*(d) An original road allowance that bisects a proposed plan of subdivision, only where deemed appropriate by the Municipality and where suitable, alternative public access is provided or available; or*

*(e) where the Municipality has negotiated an exchange of land with a property owner to provide more suitable public road or water access.*

The closing and conveying of the unopened road allowance meets the above test, as in the Township's staff opinion that the unopened road allowance does not presently serve any form of public interest; therefore, the unopened road allowance is eligible for conveyance.

Furthermore, the road allowance is currently **not** being used for any recreational purpose by any trail association or lake club. Section 3.3.4.6 of the Township's Official Plan also indicates that:

*Unopened road allowances also provide public access to lakes within the Township. Council will only consider applications for the closure of road allowances provided:*

*i) The road allowance leading to water is incapable of contributing to public lake access or the closure is intended as part of a land swap that will result in better environmental protection or public access;*

*The road allowance is in a location which is unlikely to ever perform a useful function as part of the public road system;*

*ii) The closure will not result in denial of access for other property owners;*

*iii) The application includes a written agreement from all abutting owners stating how the closed road allowance will be conveyed; and*

*iv) The land is conveyed at its fair market value.*

As previously stipulated, the Township has identified that the unopened road allowance is along a shoreline property and cannot contribute to any form of public access to Belmont Lake.

## **CONCLUSION:**

As it currently exists, the remaining segment of the unopened road allowance serves no future benefit to the Township. Thus, it would be appropriate for Council to approve the stopping, closing, and conveying of the unopened road allowance abutting the subject property and Belmont Lake.

The owners of 149 FR 23A also own the adjacent parcel of land at the waterfront and it would be their intention to merge the two together. All abutting owners will be notified and have first right of refusal accordingly to Municipal Policy 2024-06-18.

The application has been circulated to applicable Township staff and there are no concerns with the sale of the unopened road allowance.

All of which is provided to Council for consideration direction.



**FINANCIAL IMPACT:**

No costs associated with this request at the present time and all costs incurred will be the responsibility of the applicant.

Respectfully submitted,

*Travis Toms*

Travis Toms

Chief Building Official

Township of Havelock-Belmont-Methuen

Attachments:

- 1) Letter of Request
- 2) GIS Mapping

## Arya Hejazi

---

**From:** [REDACTED]  
**Sent:** November 28, 2022 11:15 AM  
**To:** Arya Hejazi; Travis Toms; Belmont Lake - 149  
**Subject:** Formal Request to purchase Road Allowance  
**Attachments:** 2D583333-C328-4695-976E-B86D031AC4F8.heic;  
588062CC-83D6-4288-9EC5-81C871DF7726.heic;  
15EB1508-83D5-4256-8551-2B0B3193EE42.heic

To Whom It May Concern:

Please accept this as a formal request to purchase the road allowance that is abutting our property line, reasons outlined below:

- 1) The purchase would allow us to preserve the Fire Route access
- 2) The purchase would preserve the current distance to the open water way
- 3) At present our current septic system is encroaching on the road allowance
- 4) There are existing structures on the current road allowance (shed, septic system encroachment, etc.)
- 5) There are no actual access points for the county to access the water on this allowance

We appreciate your consideration,

Ryan Sherratt & Justyna Wrebel

**Attention: Havelock-Belmont-Methuen City Council**

**Re: 149 Fire Route 23A**

We are requesting council's consideration to purchase for a lot addition to accommodate upgrading a septic system.

The current septic system was designed and installed to service a 1500 square foot cottage having 4 bedrooms, 1 bathroom, 1 kitchen sink and 1 laundry unit.

The existing septic tank and filter bed are undersized for the current design of our cottage. The current system is also located partially on the municipal road allowance and neighbouring property; therefore, not on the same parcel of land that the dwelling it serves is located.

The original permit was issued in 1978 and approved under previous sewage system regulation, the property line was not disclosed at that time. A second permit was issued in 2009 to repair the existing sewage system, the property line was not addressed, the permit was issued based on the site plan.

We have engaged planners to determine the amount of land that would be required to fit a new septic system, the scenario illustrated considers the farthest setbacks from the lot lines (6 metres) and buildings (8 metres). The land required is 364.36 square metres.

This area of land (Road Allowance) was reviewed by the Fire Chief in March of 2023, planning determined that the Fire Chief had no issues with the purchase of the road allowance, an opinion report was being prepared by the Fire Chief that time. Based on this we are seeking council's consideration to purchase for a lot addition to accommodate upgrading our septic system.

Thank you for reviewing, and your consideration.





**Legend**

- Storm Gravity Main
- <all other values>
- ABS Plastic
- Asbestos Cement
- Asphalt
- Brick
- Brick Masonry
- Cast Iron
- Clay Tile
- Concrete (Non-Reinforced)
- Concrete Segments (Bolted)
- Concrete Segments (Unbolted)
- Copper
- Corrugated Metal
- Cured In Place
- Ductile Iron
- Earth & Geotextile
- Earthen
- Fiberglass Reinforced
- Galvanized Pipe
- Geotextile
- Glass Reinforced Cement
- High Density Polyethylene
- Other
- Pitch Fiber (Orangeburg)
- Plastic/Steel Composite
- Polyethylene
- Polypropylene

**Notes**

1: 2,977



151.3 0 75.63 151.3 Meters

North\_American\_1983\_CSRS\_UTM\_Zone\_17N  
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# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: The Mayor and Members of Council

Prepared By: Arya Hejazi M.PL., Township Planning Assistant

Meeting Date: September 17, 2024

Subject: **Information: Planning Commentary to Council in response to the Ambrose Moran delegation.**

## PURPOSE and EFFECT:

**The purpose and effect of this report is to provide Council with planning commentary in relation to the delegation from Ambrose Moran on August 15<sup>th</sup>, 2024.**

## RECOMMENDATION:

- Staff receive this report for information and that any future correspondence with Mr. Moran regarding this matter be deferred to Staff;
- That the balance of this report be received.

## BACKGROUND

During the August 15<sup>th</sup> of 2024 Open Session, Council received a delegation from Ambrose Moran regarding Minor Variance application A-06-24 for the development of a Hunt Camp on Jack Lake. Furthermore, Council passed the following resolution:

*R-412-24 Moved by Councillor Clement  
Seconded by Councillor Doherty*

*That the delegation from Ambrose Moran regarding Minor Variance A-06-24 pertaining to a Hunting Camp on Sharpes Bay be received; and further*



*That this matter be referred to staff and that it be addressed at a future Council Meeting.*

*Carried*

Minor Variance application **A-06-24** had the effect of reducing the minimum required acreage on a vacant parcel of land in Part Lot 24, Concession 11 zoned as Open Space (OS), in order to permit the development of a Hunt Camp located outside the 30 metre shoreline setback of Jack Lake and other natural heritage features.

The subject application had been circulated to all applicable agencies and neighbouring property owners in accordance with the regulations and provisions under the *Planning Act*.

Following the Notice of Decision sent to the applicant, Staff received correspondence from Ambrose Moran regarding application A-06-24 addressing several planning-related issues with the application.

Staff have since reviewed the commentary provided by Mr. Moran and have prepared this planning report for Council in accordance with the above resolution.

## **PLANNING COMMENTARY**

### **Item #1 – Water Access Only (WAO)**

Mr. Moran indicated in his correspondence that the subject parcel should not be considered water access only (WAO), due to a private road extending to the edge of the property line boundary.

Accessibility of a property is typically reflected in property assessment data provided by the Municipal Property Assessment Corporation (MPAC). Township staff rely on assessment information to obtain site metrics and data for each parcel of land. MPAC's data pertaining to this property currently reflect the status that the property is still water access only (WAO).

Once the parcel of land is subject to a building permit and/or a market transaction, MPAC will then be able to update the site's information.

**Item #2 – Game Preserve**

The subject lands have been zoned to permit a “hunt camp” since 1974. No changes have been made to the permitted uses on the subject lot since 1974. Furthermore, had the parcel of land been 50 acres, as opposed to 32 acres, no planning application would have been triggered and building permits would have been available for issuance for a hunt camp.

Additionally, application A-06-24 was circulated to the Ministry of Natural Resources and Forestry for their commentary. No correspondence/commentary had been received from the Ministry in relation to the Minor Variance application.

Township staff heavily rely on GIS mapping provided by the County of Peterborough. Currently, there are no mapping layers to assess whether lands across the Township fall within a game preserve.

Finally, a hunt camp does not necessarily entail that hunting activities will be taking place on the subject parcel. A hunt camp can be considered the equivalent of a recreational camp for recreational purposes.

**Item #3 – At-Capacity (Sharpe’s Bay)**

As previously mentioned in this report, Township staff heavily rely on GIS mapping provided by the County of Peterborough to process planning applications. Current GIS mapping indicates that the property falls **outside** of the southeastern portion of Jack Lake that is currently “at capacity”; commonly referred to as Sharpe’s Bay.

This has been reflected in both the County of Peterborough’s GIS mapping and Township Official Plan schedules, for which has been provided to Mr. Moran on several occasions.

Respectfully Submitted by:

*Arya Hejazi*

---

Arya Hejazi M.PL.  
Planning Assistant  
Township of Havelock-Belmont-Methuen

# Desktop Hydrogeological Study for Havelock Well 3 Municipal Supply Well

July 31, 2024

Prepared for:  
Township of Havelock-Belmont-Methuen

In Association With:  
Ontario Clean Water Agency  
Kawartha-Trent Regional Hub

Cambium Reference: 19808-001



CAMBIUM INC.

866.217.7900

[cambium-inc.com](http://cambium-inc.com)



**Table of Contents**

**1.0 Introduction..... 1**

**2.0 Physical Setting..... 3**

2.1 Topography and Drainage..... 3

2.2 Physiography..... 3

2.3 Overburden Geology ..... 5

2.4 Bedrock Geology ..... 5

2.5 Vulnerable and Regulated Areas..... 5

2.6 Regional Hydrogeology ..... 9

**3.0 Summary of Hydrogeological Conditions..... 12**

3.1 MECP Well Records..... 12

3.2 Norwood Esker Local Extent ..... 12

**4.0 Trent River Source Conveyance and Treatment ..... 16**

4.1 General Process Requirements ..... 16

4.2 Municipal/Operational Administrative Tasks ..... 17

4.3 Municipal Agreement..... 17

4.4 Pre-application Consultation..... 17

4.5 Raw Water Characterization and Trent River Quality ..... 18

4.5.1 Trent River Water Quality ..... 18

4.5.1.1 Campbellford WTP ..... 19

4.5.1.2 Hastings WTP..... 19

4.6 Existing Water Treatment Plant No. 3 Suitability ..... 19

4.6.1 Disinfection..... 21

4.6.2 Pre-Treatment ..... 21

4.6.3 WTP Evaluation..... 21

4.7 WTP Location Feasibility ..... 22

**5.0 Conclusions and Recommendations ..... 23**



<b>5.1</b>	<b>Water Supply Wells .....</b>	<b>23</b>
<b>5.2</b>	<b>Trent River Source .....</b>	<b>24</b>
<b>6.0</b>	<b>Closing .....</b>	<b>26</b>
<b>7.0</b>	<b>References .....</b>	<b>27</b>
<b>8.0</b>	<b>Standard Limitations.....</b>	<b>28</b>

**List of Figures**

Figure 1	Havelock Municipal Well System and Wellhead Protection Areas .....	1
Figure 2	Site Plan .....	2
Figure 3	Regional Topography.....	4
Figure 4	Surficial Geology.....	6
Figure 5	Vulnerable and Regulated Areas .....	7
Figure 6	Source Protection and Vulnerable Areas .....	8
Figure 7	Generalized Stratigraphy of the Havelock Sub-catchment.....	9
Figure 8	Significant Groundwater Recharge Areas .....	11
Figure 9	MECP Well Records within 500 m of Well 3 .....	13
Figure 10	Well Specific Yield .....	14
Figure 11	Norwood Esker Local Extent.....	15

**List of Tables**

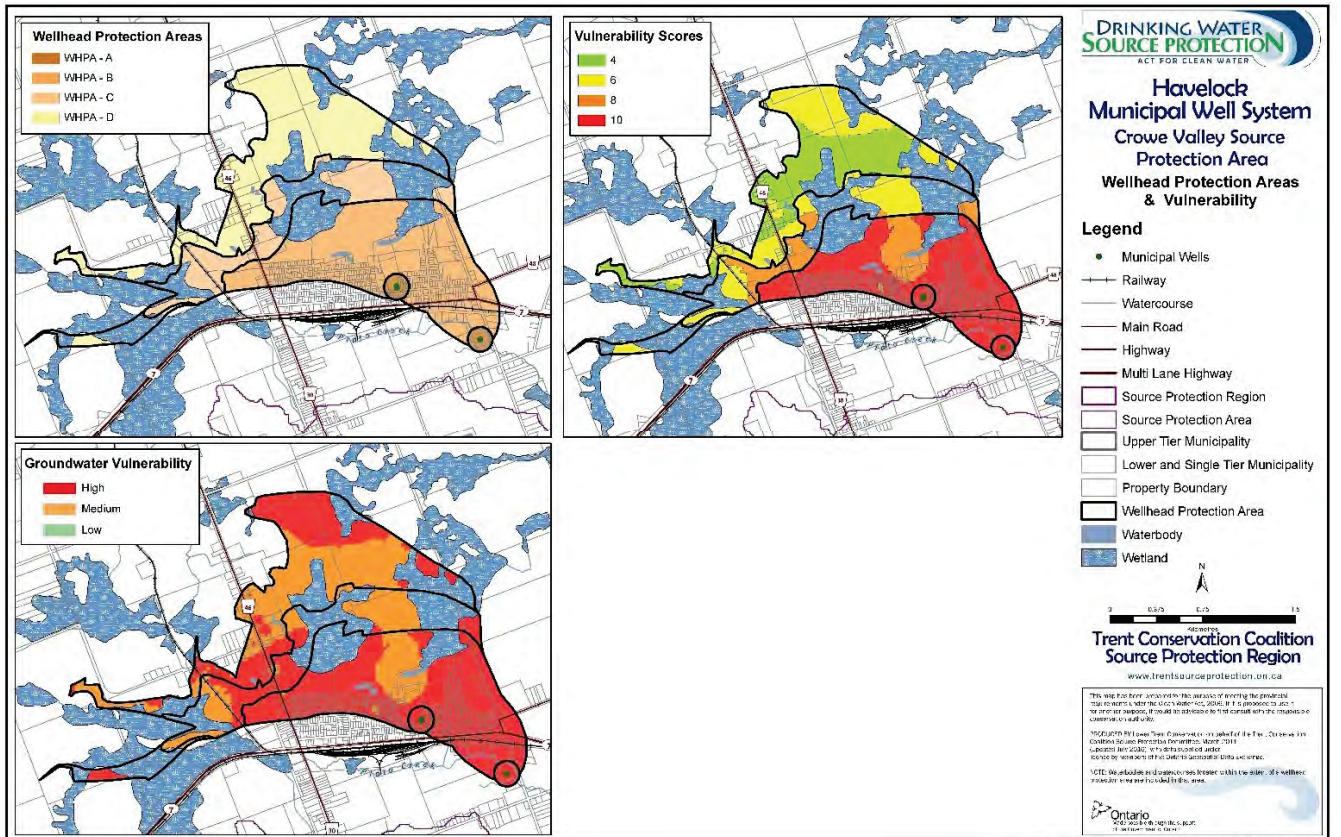
Table 1	Water Treatment Plant Summary.....	20
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## 1.0 Introduction

Cambium Inc. (Cambium) is pleased to provide Ontario Clean Water Agency – Kawartha-Trent Regional Hub, on behalf of the Township of Havelock-Belmont-Methuen (the Client), with this desktop hydrogeological study to assess the feasibility of replacing or upgrading the municipal well field in the Town of Havelock (Figure 1).



Trent Assessment Report Map 5-24a

**Figure 1 Havelock Municipal Well System and Wellhead Protection Areas**

Cambium understands the Client is exploring water supply options due to consistently poor water quality in the municipal well known as Well 3 (Figure 2) resulting in significantly reduced treatment plant operational capacity. Specifically, the Client is interested in the feasibility of the following options:



- 1) Installing a new municipal supply well and treatment plant near the water tower property on Concession St (the Site)
- 2) Installing an intake in Trent River and connecting to the existing Well 3 treatment plant.

This report summarizes the results of the review of the available background information, characterization of the regional hydrogeological conditions, and recommendations for potential new water supply well locations in the Havelock area.

Findings of the high-level feasibility study of drawing supply from the Trent River as well as a review of the Well 3 treatment plant capacity to effectively treat the expected water quality from the Trent River are also presented herein.



**Figure 2 Site Plan**



## 2.0 Physical Setting

### 2.1 Topography and Drainage

The topography of the Havelock area is generally flat, with elevations ranging from 210 to 230 m above sea level (masl; Figure 3). Several streams which are tributary to the Trent or Moira Rivers cross the region. Most of them follow preglacial valleys, entrenched up to 30 m in the bedrock. A number of these valleys are blocked by glacial drift, thus creating long narrow lakes or swamps. The Kawartha Lakes and Moira and Stoco Lakes are prominent examples of this.

Natural drainage within the area will be from areas of higher elevation towards the local wetlands associated with Plato Creek and its tributaries. Plato Creek flows east, discharging into Crowe Lake before ultimately discharging into the Trent River and Lake Ontario. Drainage patterns within Havelock are also influenced by the municipal sewer systems.

### 2.2 Physiography

The project area is within the physiographic region known as the Dummer Moraines which is approximately 180 km long and up to 24 km wide (Chapman & Putnam, 1984). Dummer Moraines constitute an area of rough stony land bordering the Canadian Shield from the Kawartha Lakes eastward.

The limestone in this belt is thinly covered with till consisting mostly of coarse angular limestone fragments. The surface is littered with blocks of limestone and large Precambrian boulders. The finer matrix generally has a faint reddish colour from red shale and siltstone which occur just under and appear along the northern border of the Gull River Formation. This extensive and loosely knit feature disappears east of Tamworth.



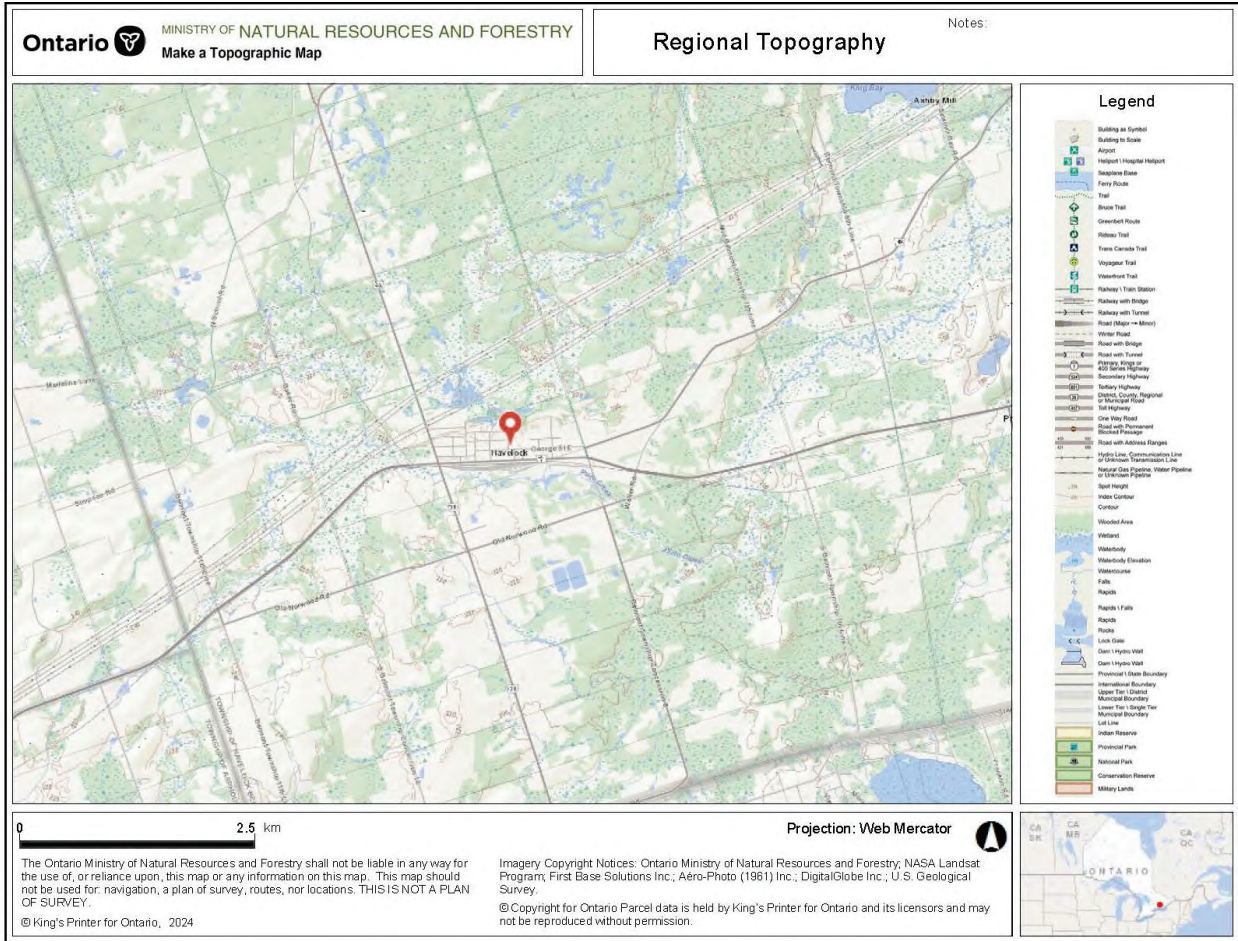


Figure 3 Regional Topography



## 2.3 Overburden Geology

Geological mapping information indicates surficial soils near Havelock vary significantly (Ontario Geological Survey, 2010). Overburden to the north of Havelock generally comprises stony, sandy silt to silty sand-textured till on Paleozoic terrain while to the south comprises sand, gravel, minor silt and clay foreshore and basinal glaciolacustrine deposits. Wetland soils consist of peat, muck, and marl. The north-east/south-west trending Norwood Esker Complex is present to the west and north of Havelock. Esker core sediments comprise permeable sand and gravel, minor silt, clay and till, and flank sediments comprise finer but still permeable sands and silts. This is part of the same esker developed for municipal water supply in Norwood, 10 km to the southwest (Figure 4).

## 2.4 Bedrock Geology

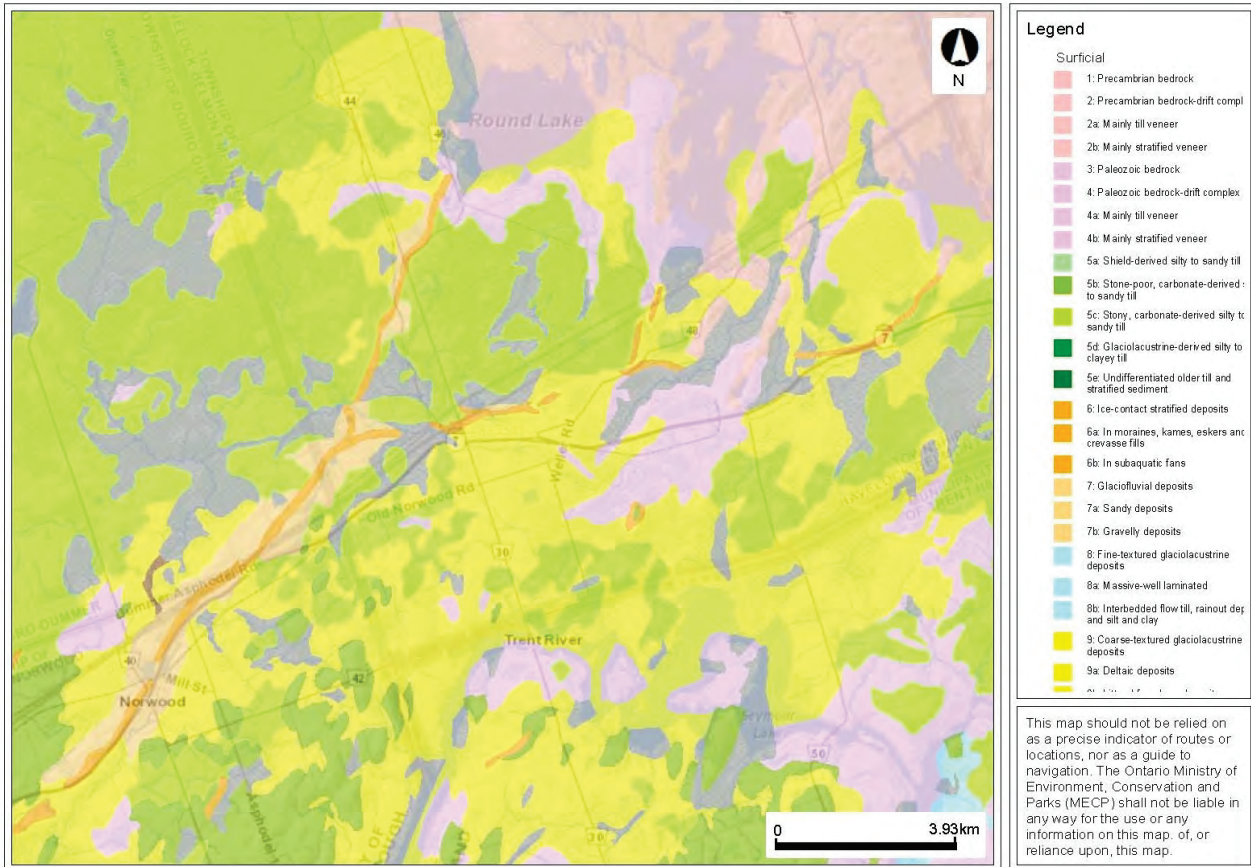
The underlying bedrock is sedimentary limestones, mostly of the Bobcaygeon and Gull River Formations but also including some of the overlying Lindsay and Verulam Formations. They form a plain which declines gently southward from an elevation of 245 to 185 masl. The limestone terminates on the north in an escarpment and, in some places, there are several smaller north-facing escarpments, while in a few places the rock face is hidden beneath a morainic mantle. On the south there is an irregular boundary between the moraines and the drumlinized till plain (Chapman & Putnam, 1984).

## 2.5 Vulnerable and Regulated Areas

Ministry of Natural Resources and Forestry Natural Heritage Area mapping indicates the Havelock region has extensive coverage by Areas of Natural and Scientific Interest, including provincially significant wetlands, woodlands, and the Norwood Moraine Complex (Figure 5).

Havelock and its municipal well field are within the Crowe Valley Source Protection Area but is just north of the boundary with the Lower Trent Source Protection Area. Due to the occurrence of shallow bedrock, the area is underlain by a highly vulnerable aquifer (HVA). By default, all HVAs have an assigned vulnerability score of 6 (Figure 6).





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**Figure 4 Surficial Geology**

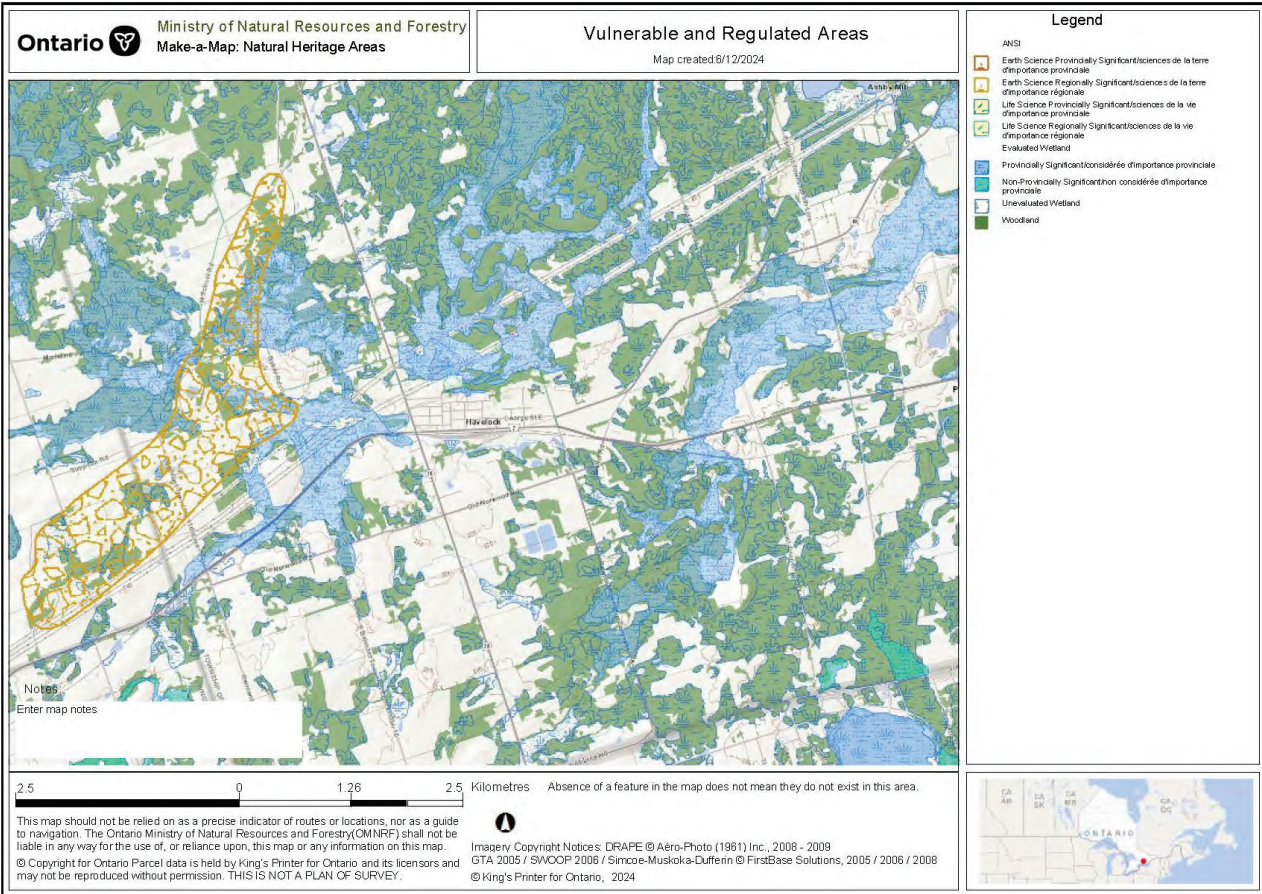
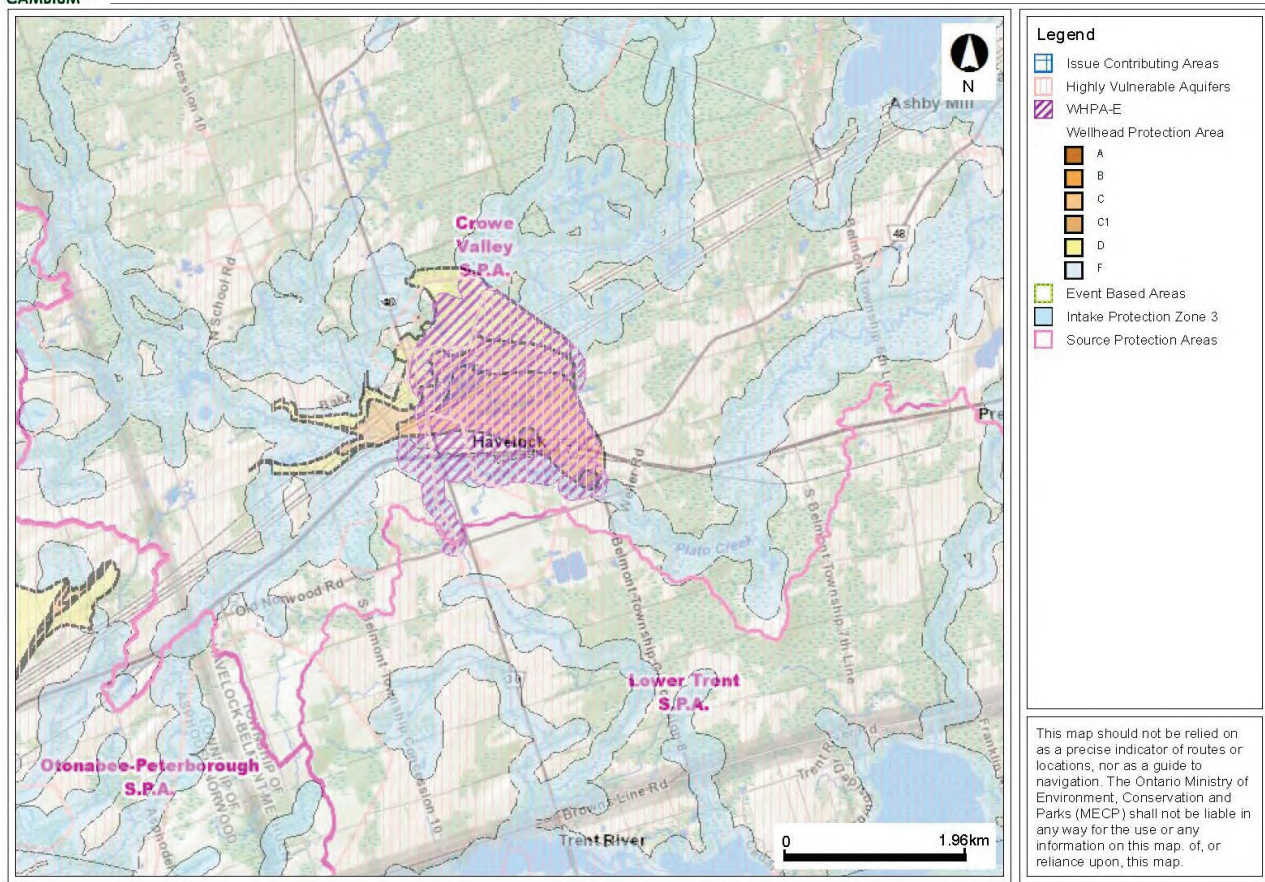


Figure 5 Vulnerable and Regulated Areas





**Legend**

- Issue Contributing Areas
- Highly Vulnerable Aquifers
- WHPA-E
- Wellhead Protection Area**
- A
- B
- C
- C1
- D
- F
- Event Based Areas
- Intake Protection Zone 3
- Source Protection Areas

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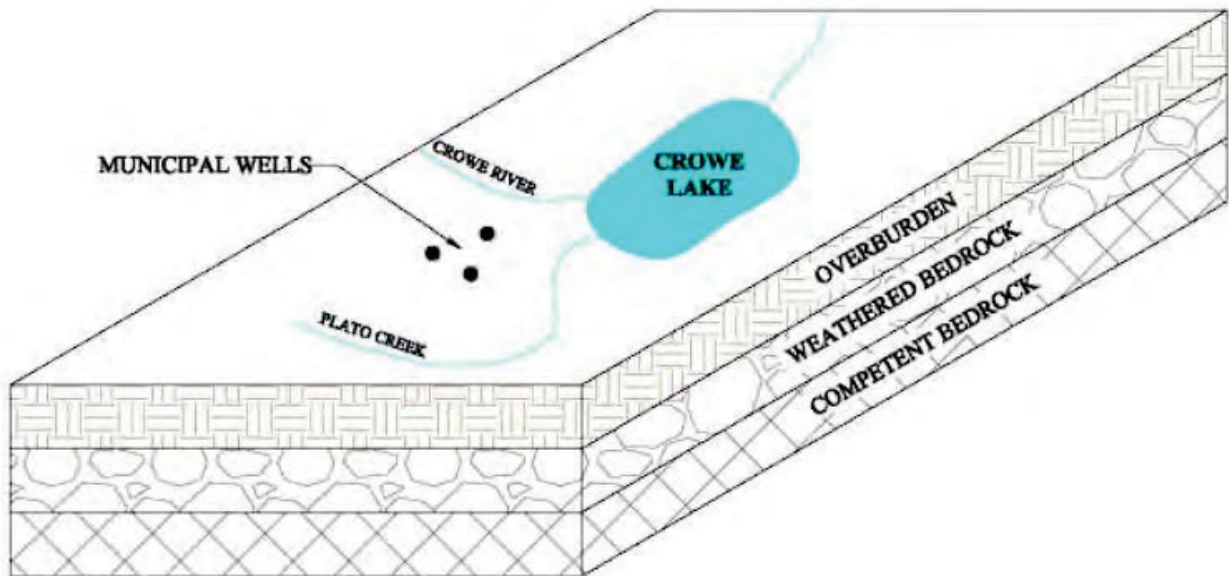
**Figure 6 Source Protection and Vulnerable Areas**



## 2.6 Regional Hydrogeology

The Havelock sub-watershed is within the southern region of the Crowe River watershed, located between the outlets of Belmont and Crowe Lakes and all contributing streams into this reach of the Crowe River (Trent Conservation Coalition Source Protection Committee, 2022).

Stratigraphy in the Havelock sub-watershed generally consists of a thin to moderately thick layer of overburden (0 to 10 m thick) overlying limestone bedrock (Figure 7).



**Figure 7 Generalized Stratigraphy of the Havelock Sub-catchment**

Groundwater is present in the overburden sediments, including the Norwood Esker Complex, as well as the weathered bedrock layer. Sediments within the overburden provide variable hydraulic isolation of the weathered bedrock aquifer, resulting in direct hydraulic connection between surface water and groundwater across the region. As a result, the water source access by many bedrock wells is classified as groundwater under the direct influence of surface water (GUDI).

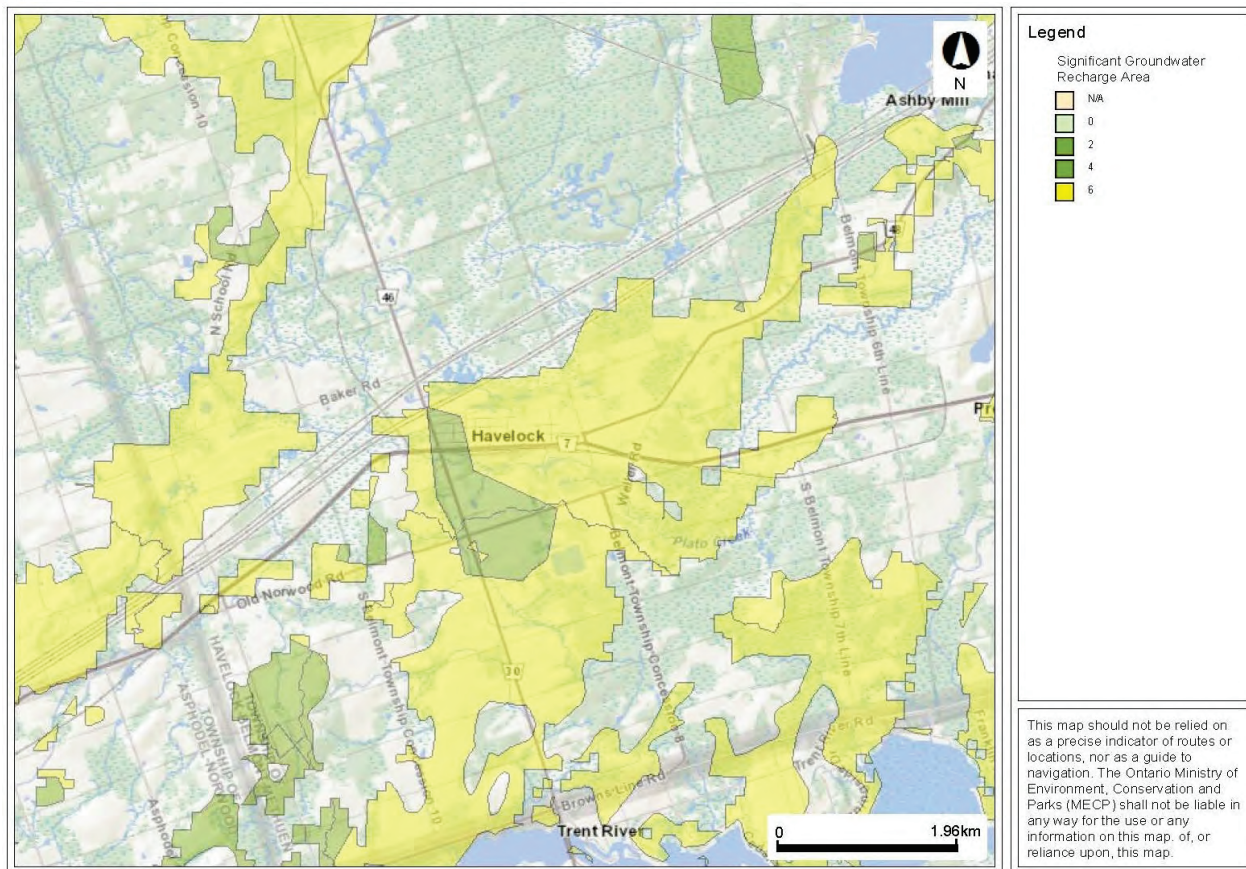
Flow in both the overburden and fractured bedrock is expected to vary across the region, with recharge occurring at higher elevations and discharge generally directed toward wetlands in the pre-glacial valleys and the tributaries to Plato Creek and the Crowe River. Extensive



pumping of water supply wells near such features may reverse this trend locally, with surface water comprising a portion of the water produced.

MECP mapping indicates that the Norwood Esker is characterized as a Significant Groundwater Recharge Area with a vulnerability score of 6 (Figure 8), where groundwater in the high permeability core and flank sediments is readily recharged by rainfall and snowmelt.





**Figure 8 Significant Groundwater Recharge Areas**



### **3.0 Summary of Hydrogeological Conditions**

#### **3.1 MECP Well Records**

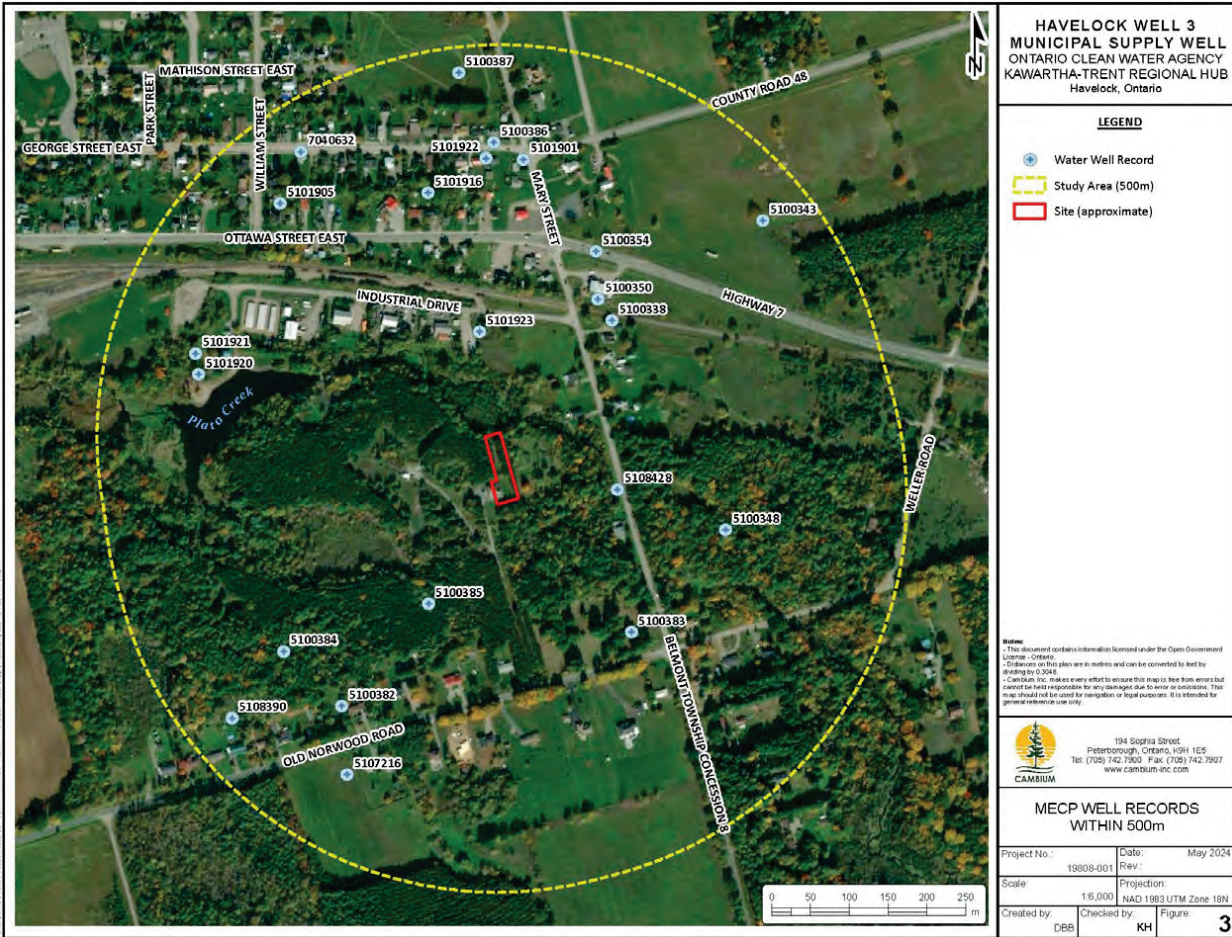
Cambium accessed the MECP Water Well Information System to review water well records in the area of the Havelock Municipal Well System. Well records indicate the weathered limestone at the base of the overburden is the primary water supply aquifer in the Havelock region. Wells in the Havelock area are almost exclusively completed within this fractured bedrock zone, including all three active wells in the Havelock municipal wellfield (Figure 9). The municipal wells are completed between 13.7 and 15.2 metres below ground surface (mbgs).

One way to evaluate a well's performance is via its specific capacity, which is a measure of the amount of water produced by a well per metre of drawdown. The higher the specific capacity, the greater the amount of water that can be produced at a given drawdown. A review values calculated from MECP well records indicates that specific capacity varies across the region, but is generally higher to the west of Havelock, corresponding to the location of the Norwood Aquifer Complex (e.g. along North School Road; Figure 10).

#### **3.2 Norwood Esker Local Extent**

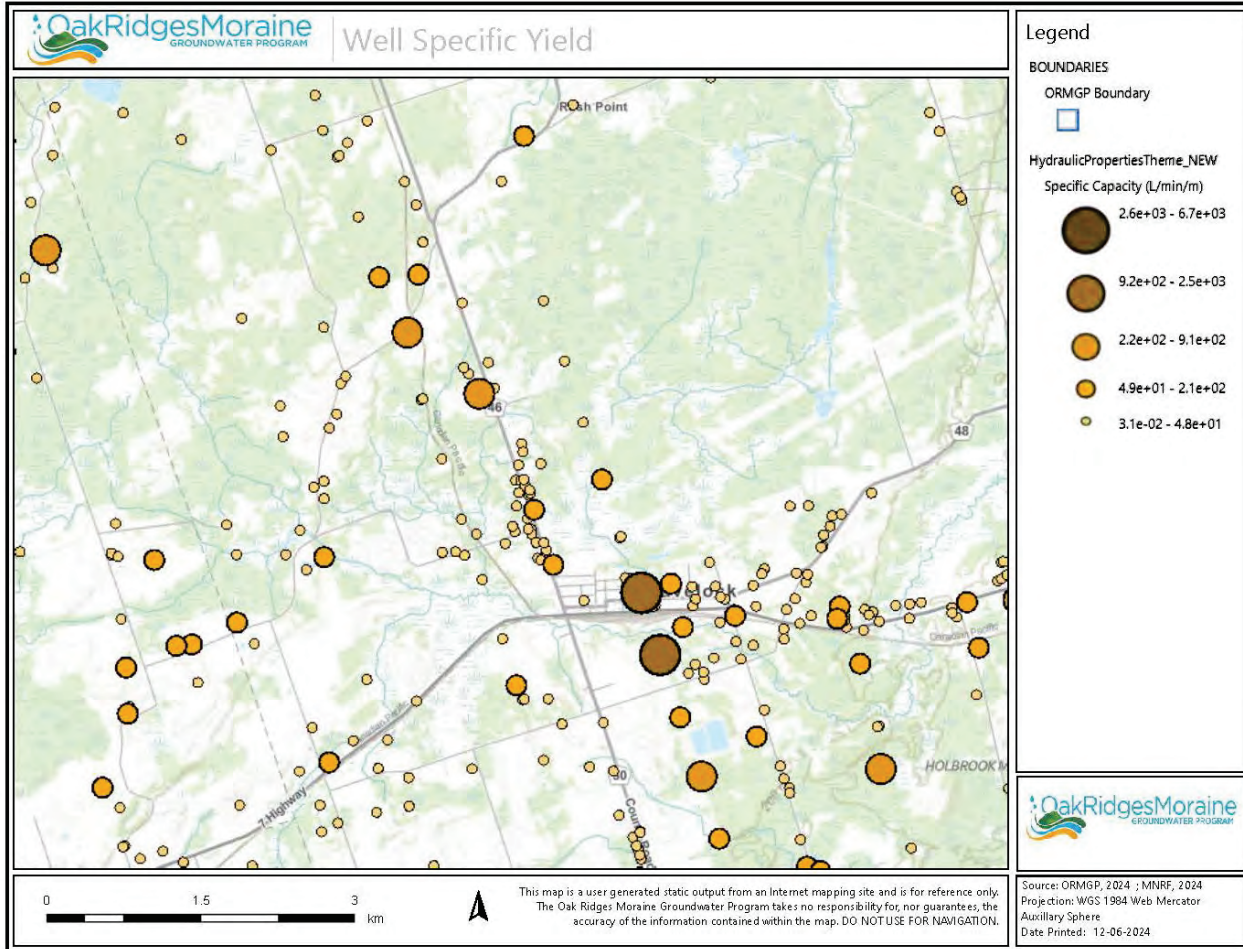
The Norwood Aquifer Complex consists of a highly permeable sand and gravel core, with finer but permeable silty sand flank deposits. The core deposits have been developed for municipal water supply in Norwood, 10 km to the southwest, with three wells producing an average of 914 m<sup>3</sup>/day.

Surficial geology mapping from the Ontario Geological Survey (2010) indicates that portions of the Norwood Esker Complex are present to the north of the Norwood town centre, as well as to the west and northwest (Figure 11). A north-east/south-west portion of the esker parallels North School Road, while an east-west trending portion of the esker is shown to cross County Road 46 near the Havelock water tower site.

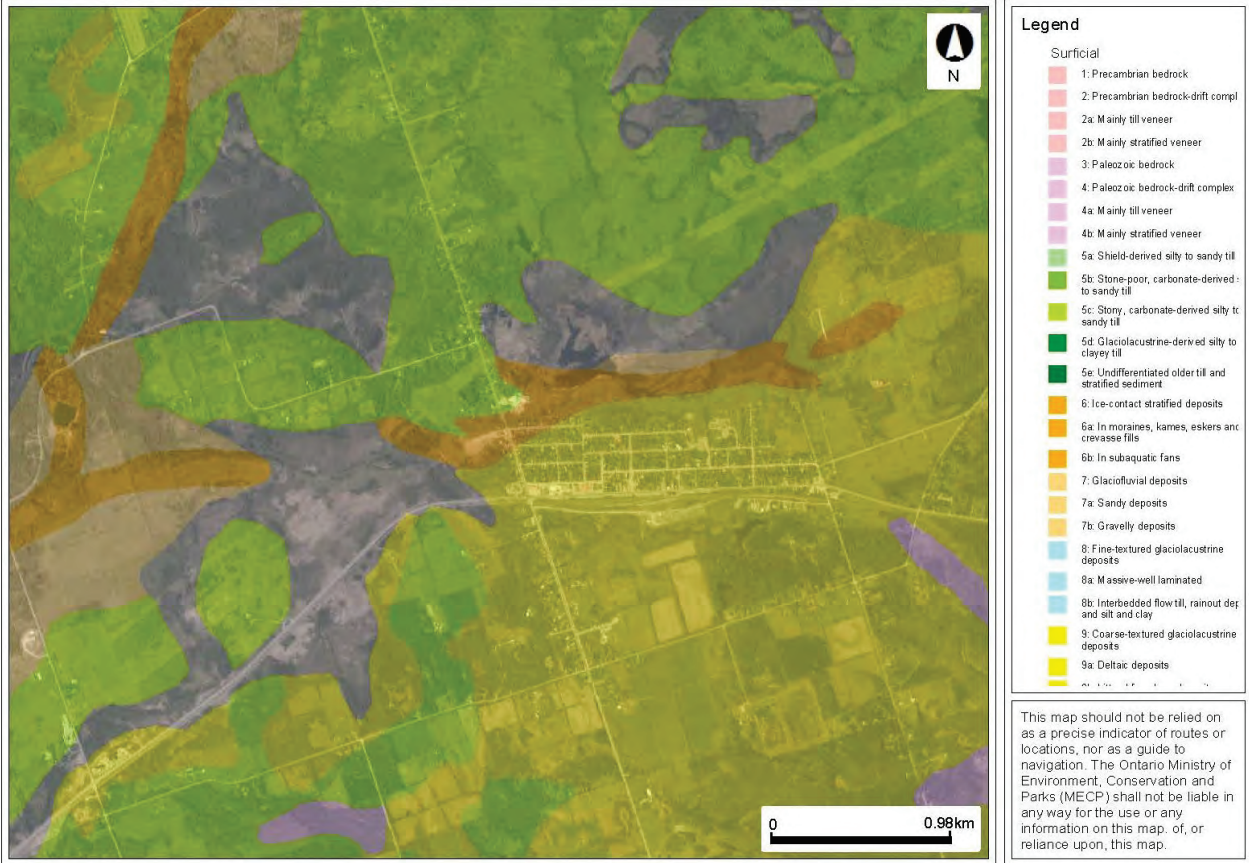



**Figure 9 MECP Well Records within 500 m of Well 3**





**Figure 10 Well Specific Yield**



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**Figure 11 Norwood Esker Local Extent**





## 4.0 Trent River Source Conveyance and Treatment

As an alternative to sourcing water supply from municipally owned supply wells within the Town of Havelock, the Client has expressed interest in the feasibility of sourcing water supply from the Trent River. As such, this section provides preliminary regulatory, best practice, and design information related to obtaining a new surface water supply from the Trent River and the continued use of water treatment plant (WTP) No. 3. The objective is to aid in the Client's decision making and inform the next steps for pursuing a secure water source.

### 4.1 General Process Requirements

The selection, planning, and design process for any new municipal water supply source is multi-staged and complex, requiring numerous professional studies including the following:

- Class EA process under the Environment Assessment Act including:
  - Phase 1 – Problem or Opportunity Statement.
  - Phase 2 – Alternative Solutions – Public Consultation, Government Agencies, and First Nations.
  - Phase 3 – Alternative Design Concepts for Preferred Solution.
  - Phase 4 – Environmental Study Report.
  - Phase 5 – Implementation – Final Design Phase.
- Preliminary engineering report.
- Source water protection planning update study.
- Studies and application for MECP permit to take water.
- Application for MECP drinking water works licence and permit.
- Design brief and final engineering plans.
- Tendering and construction.



- Initiation of operations and maintenance.

## 4.2 Municipal/Operational Administrative Tasks

Administrative tasks must be completed by the Township and their operating authority as part of the process of selecting a new water source including:

- Consult with Municipality of Trent Hills (Trent River source).
- Update Township Master Plan.
- Update Financial Plan.
- Update Drinking Water Operational Plan.
- Prepare operations and maintenance contract with certified operator.

## 4.3 Municipal Agreement

Trent River does not flow through the Township of Havelock-Belmont-Methuen (HBM), as such, early consultation with the adjacent Municipality of Trent Hills (Trent Hills) is necessary. This importance of this step cannot be understated as the proposed scenario is not typical. The surface water intake structure and piping would be installed on Trent Hills property. As such, in addition to completing the typical studies for selecting an intake location, Trent Hills would have to approve/provide shoreline access and agree with the location, design, and maintenance program.

## 4.4 Pre-application Consultation

The following is a list of the expected consultations required for obtaining a new municipal supply source. Note certain consultations are for surface water sources only (Trent River).

- Conservation Authority (Lower Trent and Crowe Valley).
- Local Ministry of Natural Resources Office.
- MECP Regional Office and Technical Support Section.
- MECP Permissions Branch.



- Fisheries and Oceans Canada – surface water only.
- Environment and Climate Change Canada.
- Transport Canada (navigable waterway) – surface water only.
- Adjacent site project owners.
- Source protection authority.
- Public – Both with the Township of HBM and as well the Municipality of Trent Hills – surface water only.

#### **4.5 Raw Water Characterization and Trent River Quality**

Although the Trent River is used as a supply source by other municipalities and private users, a new municipal supply requires a detailed assessment to characterize the microbiological safety and chemical quality consistent with Ontario Regulation (O.Reg.) 169/04. The source quality dictates the level of treatment necessary to provide safe drinking water to the consumer consistent with O.Reg.170/03.

A survey and study of the factors that may affect water quality both overall and within proximity to the preferred intake location including the level of watershed control, agricultural, industrial, recreational, and residential water quality point and non-point pollution sources. The study would include collecting samples over a period of at least one year to assess the seasonal and weather-related variability of the surface water source in addition to consideration of currents, wind and ice conditions.

##### **4.5.1 Trent River Water Quality**

A background review of two municipal water treatment plants sourcing from the Trent River was completed. The summary of the raw water quality, typical conditions and treatment plant process is described below.



#### 4.5.1.1 Campbellford WTP

The water source for the Campbellford municipal water supply is the Trent River. Raw water quality has been characterized as suitable with colour, organic carbons and nitrogen described as moderate. In this location the Trent River is described as having notable seasonal fluctuations of temperature and quality. The quality fluctuations are attributed to spring run-off, rainfall events, storm water runoff, agricultural activities and spills. In addition, the summer temperature and upstream nutrients are reported to cause nutrient loading increasing algae growth resulting in taste and odour concerns. Storm events can also cause suspended solids and turbidity challenges (Township of Trent Hills, 2024).

The Campbellford WTP consists of a low lift pumping station, two solids contact up flow reactor-clarifiers, two dual-media filters equipped with granular activated carbon for taste and odour control, ultraviolet reactors, chlorination, a high lift pumping station, and corrosion inhibitor injection (Township of Trent Hills, 2024).

#### 4.5.1.2 Hastings WTP

The water source for the Hastings municipal water supply is the Trent River. Raw water has been characterized as suitable when compared to the treatment plant capability. However, like Campbellford, seasonal and weather-related challenges are noted to affect water quality and treatment performance. In addition, algae growth challenges due to nutrient loading is noted. Stormwater runoff can also cause rapid fluctuations in turbidity levels entering the plant (Township of Trent Hills, 2024).

The Hastings WTP consists of a low lift pumping station, two solids contact up flow reactor-clarifiers, two dual-media filters equipped with granular activated carbon for taste and odour control, a baffled contact tank for primary disinfection, a high lift pumping station corrosion inhibitor injection (Township of Trent Hills, 2024).

### 4.6 Existing Water Treatment Plant No. 3 Suitability

The existing WTP No. 3 was constructed in 1998 and includes a flocculation chamber, sedimentation/clarification chamber, two parallel granular activated carbon (GAC)/sand gravity



filters, chlorine injection for secondary disinfection, 10 parallel UV units, and a clear well for treated water storage. The treatment plant has a rated capacity of 1,313 m<sup>3</sup> per day; however, due to the operational challenges related to the Well No.3 water quality, the capacity has been significantly reduced.

Consideration for the continued use of WTP No. 3 to accommodate Trent River water source is based on the lifespan and suitability of the existing plant to treat surface water. A comparison of the WTP No. 3 to the Campbellford and Hastings WTP is summarized below:

**Table 1 Water Treatment Plant Summary**

	<b>WTP No. 3</b>	<b>Campbellford WTP</b>	<b>Hastings WTP</b>
<b>Source</b>	Supply Well	Trent River	Trent River
<b>Rated Capacity</b>	1,313 m <sup>3</sup>	6,800 m <sup>3</sup>	1,961 m <sup>3</sup>
<b>Intake</b>	-	20 m Pipe and Chamber with Chlorine Dosing for Zebra Mussel Control and Screen	44 m Pipe with Chlorine Dosing for Zebra Mussel Control and Screen
<b>Supply</b>	Well Pump Source	Low Lift Pump Station with 85 m <sup>3</sup> Ozone Contact Chamber and 3 Turbine Pumps	Low Lift Pump Station with 4 turbine pumps at Shore
<b>Flocculation Chamber</b>	Coagulant and 45 m <sup>3</sup> Chamber	-	-
<b>Clarification Chamber</b>	Single 45 m <sup>3</sup> Chamber	Two Clarifiers Each 364 m <sup>3</sup> and Coagulant	Clarifier 1: 230 m <sup>3</sup> Clarifier 2: 128 m <sup>3</sup> Each with Coagulant
<b>Filtration</b>	Dual GAC/Sand Total Filer Volume 22 m <sup>3</sup> with backwash	Dual GAC/Sand Unknown Volume	Dual GAC/Sand with Air Scour Total Filter Volume 134 m <sup>3</sup>
<b>Primary Disinfection</b>	10 Ultraviolet Units	2 Ultraviolet Units	Gas Chlorination Contact Chamber 565 m <sup>3</sup>
<b>Secondary Disinfection</b>	Chlorination	Gas Chlorination	Gas Chlorination
<b>High Lift Pumps</b>	4 turbine Pumps	3 Turbine Pumps	3 Turbine Pumps
<b>Reservoir</b>	643 m <sup>3</sup>	1,470 m <sup>3</sup>	772 m <sup>3</sup>





#### **4.6.1 Disinfection**

Well No. 3 is considered groundwater under the direct influence of surface water and as such the WTP No. 3 overall treatment design is intended to provide treatment and disinfection for a GUDI source. Under O.Reg.170/03, the disinfection requirements for GUDI and surface water are the same. Therefore, the WTP No. 3 is designed to achieve the disinfection requirements of surface water.

#### **4.6.2 Pre-Treatment**

Whether the treatment system source is a GUDI supply well or a surface water source, the pre-treatment chemically assisted filtration system is paramount to ensure the downstream disinfection system functions appropriately and aesthetic parameters such as colour and taste are addressed. While the existing WTP No. 3 struggles to treat iron and manganese from Well No. 3, a surface water source presents challenges with sediment, turbidity, colour, and nutrients which can fluctuate rapidly and present aesthetic and operational challenges as well.

#### **4.6.3 WTP Evaluation**

A typical engineering design period is 20 years before planned retrofit and/or replacement is required based on wear and tear of water equipment, electrical, plumbing, and controls. Between maintenance and minor upgrades since 1998 the existing WTP has provided 26 years of service as of 2024. Due to the age of the WTP, the Client should expect increasing maintenance costs and the initial planning and budgeting stages for full replacement should be completed within 5 years. However, as summarised in Table 1, WTP No. 3 includes similar treatment processes to the Campbellford WTP and Hastings WTP including coagulant clarification and dual media filtration. It is noted that the Havelock WTP does not include a second clarifier chamber for redundancy of treatment and maintenance.

Based on the WTP review, the upgrades necessary to treat the Trent River water source would be on the intake where chlorination would be necessary to control zebra mussels. A pilot study would be necessary to ensure the WTP No. 3 can accommodate surges in poor water quality and to optimize the coagulant injection location, type, and concentration. Further, ultraviolet



transmittance testing would be required to ensure the pre-treated water is suitable for ultraviolet disinfection.

#### **4.7 WTP Location Feasibility**

The existing WTP No.3 is located approximately 3.5 km from the Trent River. Typically, a low lift raw water pump station is located adjacent the water source. The following tasks would be required to convey raw supply water from the Trent River to WTP No. 3.

- Locate a suitable intake location with shoreline access on Trent Hills shoreline property.
- Obtain an agreement with Trent Hills to use such property.
- A low lift pump station could be installed on Trent Hills shoreline property or constructed on HBM property near the Trent Hills border. Consequently, a location for the low lift pump station on HBM property would need to be established.
- The low lift pump station near the source provides the ability to use the necessary chlorine injection at the intake to control zebra mussels.
- Depending on the optimum design approach, the low lift station would require high lift pumps to convey the required flow of water to WTP No. 3.
- From the low lift pump station, a route for the approximately 3.5-4.0 km raw water forcemain would have to be identified. The forcemain location would likely occur in the road allowance of County Road 30 or Brownsline Road/Belmont Township Concession 8.
- No major upstream sources of pollution were observed with the exception of the Hastings wastewater treatment plant at a significant distance of approximately 11 km upstream.



## 5.0 Conclusions and Recommendations

Cambium was retained by the Ontario Clean Water Agency – Kawartha-Trent Regional Hub, on behalf of the Township of Havelock-Belmont-Methuen, to provide information required to assess the feasibility of replacing or upgrading the municipal well field in the Town of Havelock. Issues potentially relating to groundwater under direct influence of surface water (GUDI) have resulted in ongoing water quality issues in Well 3 which have necessitated this investigation.

### 5.1 Water Supply Wells

Water supply wells in the Havelock area are almost exclusively completed within the fractured bedrock aquifer found across the region, including all three active wells in the Havelock municipal wellfield. Due to the extensive occurrence of wetland and surface water features in the area, and the limited overburden between surface water and fractured bedrock, further development of the bedrock aquifer may result in similar GUDI-related issues.

A known groundwater source is present in the Havelock area that has not been extensively developed for water supply. The Norwood Esker Complex is a highly permeable sand and gravel aquifer that is the primary source of municipal water in Norwood, and which extends to the north and west of Havelock. Limited information for private wells completed in the Norwood Esker near Havelock have higher than average specific capacities, suggesting it may also be a viable water source for municipal supply in the Havelock area.

As the esker was deposited on the ground surface during the last glacial period, the water source generally lies at elevations above the surface water bodies influencing the fractured bedrock aquifer. Although the esker deposits are not as vertically extensive near Havelock as they are in Norwood, they are nevertheless significant groundwater recharge areas, as indicated by MECP mapping.

Geological mapping suggests a portion of the esker underlies the municipally owned water tower property, as well as private lands to the west and north along North School Road.



Cambium recommends that a field assessment be conducted to confirm the location of Norwood Esker in the Havelock area, and that one or more test wells be completed in the esker core deposits. Upon completion, the test wells should be evaluated for groundwater yield, quality, and potential surface water influence in accordance with provincial requirements. Preliminary quotes from well drillers indicate a test well that could be commissioned as a municipal supply may be installed for between \$12,000 and \$15,000 per location.

Groundwater quality and quantity at prospective locations would need to be completed in accordance with the Terms of Reference for potential GUDI Wells (Ministry of the Environment, 2001). Following characterization, well yield and water treatment requirements could be determined, and the feasibility of the ongoing use of the Well 3 WTP or associated plant could be evaluated.

## 5.2 Trent River Source

A Schedule C Class EA process under the Environment Assessment Act would be required for either a new well or a surface water source from the Trent River. However, sourcing a surface water source requires additional consultations and studies.

Based on Trent River water quality reviewed, the surface water source provides different challenges than Well No. 3, notably seasonal and weather event fluctuations as well as nutrient issues.

The comparison of the WTP No. 3 components to the surface water treatment plants in Campbellford and Hastings suggests that pre-treatment is similar. However, pilot studies would be necessary to determine the ability of WTP No. 3 to treat Trent River source water following a weather event and ensure nutrient concentration can be controlled.

The surface water intake structure and piping would be installed on Trent Hills property. As such, in addition to completing the typical studies for selecting an intake location, Trent Hills would have to approve/provide shoreline access and agree with the location, design, and maintenance. This cannot be understated as the scenario is not typical.



The distance between the Trent River and WTP No. 3 is approximately 3.5 – 4.0 km with a forcemain expected to be constructed within local road allowances.

WTP No. 3 is beyond the typical engineering design age and the Township should begin planning for a replacement.

The desktop hydrogeological assessment suggests a suitable groundwater source may be available in the area of the existing water tower. Sourcing water from the Trent River requires additional studies, consultations, municipal agreement, and pump station/forcemain construction logistics. As such, Cambium recommends that pursuing the Trent River water source as an alternative solution if the water tower area test well program is not favorable.





## 6.0 Closing

We trust that the information in this submission meets your current requirements. If you have any questions regarding the contents of this report, please contact the undersigned.

Respectfully submitted,

**Cambium Inc.**

**DocuSigned by:**

A84A948C3E4C4B4...

Kyle Horner, Ph.D., P. Geo.  
Senior Hydrogeologist / Senior Project  
Manager

**DocuSigned by:**

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Stew Dolstra, Honours, B.Sc., Dipl. BCIN  
Senior Project Manager

Signed by:



2024-07-31



## 7.0 References

- Chapman, L., & Putnam, D. (1984). *The Physiography of Southern Ontario: Ontario Geological Survey, Special Volume 2.*
- Ministry of the Environment. (2001). *Terms of Reference for a Hydrogeological Study to Examine Groundwater Sources Potentially Under Direct Influence of Surface Water.*
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- Township of Trent Hills. (2024). *Water Quality.* Retrieved from <https://www.trenthills.ca/home-property-roads/water-and-wastewater/water-quality/>
- Trent Conservation Coalition Source Protection Committee. (2022). *Trent Assessment Report.*



## 8.0 Standard Limitations

### Limited Warranty

In performing work on behalf of a client, Cambium relies on its client to provide instructions on the scope of its retainer and, on that basis, Cambium determines the precise nature of the work to be performed. Cambium undertakes all work in accordance with applicable accepted industry practices and standards. Unless required under local laws, other than as expressly stated herein, no other warranties or conditions, either expressed or implied, are made regarding the services, work or reports provided.

### Reliance on Materials and Information

The findings and results presented in reports prepared by Cambium are based on the materials and information provided by the client to Cambium and on the facts, conditions and circumstances encountered by Cambium during the performance of the work requested by the client. In formulating its findings and results into a report, Cambium assumes that the information and materials provided by the client or obtained by Cambium from the client or otherwise are factual, accurate and represent a true depiction of the circumstances that exist. Cambium relies on its client to inform Cambium if there are changes to any such information and materials. Cambium does not review, analyze or attempt to verify the accuracy or completeness of the information or materials provided, or circumstances encountered, other than in accordance with applicable accepted industry practice. Cambium will not be responsible for matters arising from incomplete, incorrect or misleading information or from facts or circumstances that are not fully disclosed to or that are concealed from Cambium during the provision of services, work or reports.

Facts, conditions, information and circumstances may vary with time and locations and Cambium's work is based on a review of such matters as they existed at the particular time and location indicated in its reports. No assurance is made by Cambium that the facts, conditions, information, circumstances or any underlying assumptions made by Cambium in connection with the work performed will not change after the work is completed and a report is submitted. If any such changes occur or additional information is obtained, Cambium should be advised and requested to consider if the changes or additional information affect its findings or results.

When preparing reports, Cambium considers applicable legislation, regulations, governmental guidelines and policies to the extent they are within its knowledge, but Cambium is not qualified to advise with respect to legal matters. The presentation of information regarding applicable legislation, regulations, governmental guidelines and policies is for information only and is not intended to and should not be interpreted as constituting a legal opinion concerning the work completed or conditions outlined in a report. All legal matters should be reviewed and considered by an appropriately qualified legal practitioner.

### Site Assessments

A site assessment is created using data and information collected during the investigation of a site and based on conditions encountered at the time and particular locations at which fieldwork is conducted. The information, sample results and data collected represent the conditions only at the specific times at which and at those specific locations from which the information, samples and data were obtained and the information, sample results and data may vary at other locations and times. To the extent that Cambium's work or report considers any locations or times other than those from which information, sample results and data was specifically received, the work or report is based on a reasonable extrapolation from such information, sample results and data but the actual conditions encountered may vary from those extrapolations.

Only conditions at the site and locations chosen for study by the client are evaluated; no adjacent or other properties are evaluated unless specifically requested by the client. Any physical or other aspects of the site chosen for study by the client, or any other matter not specifically addressed in a report prepared by Cambium, are beyond the scope of the work performed by Cambium and such matters have not been investigated or addressed.

### Reliance

Cambium's services, work and reports may be relied on by the client and its corporate directors and officers, employees, and professional advisors. Cambium is not responsible for the use of its work or reports by any other party, or for the reliance on, or for any decision which is made by any party using the services or work performed by or a report prepared by Cambium without Cambium's express written consent. Any party that relies on services or work performed by Cambium or a report prepared by Cambium without Cambium's express written consent, does so at its own risk. No report of Cambium may be disclosed or referred to in any public document without Cambium's express prior written consent. Cambium specifically disclaims any liability or responsibility to any such party for any loss, damage, expense, fine, penalty or other such thing which may arise or result from the use of any information, recommendation or other matter arising from the services, work or reports provided by Cambium.

### Limitation of Liability

Potential liability to the client arising out of the report is limited to the amount of Cambium's professional liability insurance coverage. Cambium shall only be liable for direct damages to the extent caused by Cambium's negligence and/or breach of contract. Cambium shall not be liable for consequential damages.

### Personal Liability

The client expressly agrees that Cambium employees shall have no personal liability to the client with respect to a claim, whether in contract, tort and/or other cause of action in law. Furthermore, the client agrees that it will bring no proceedings nor take any action in any court of law against Cambium employees in their personal capacity.

### Belmont-Methuen and Havelock Historical Society

We are fortunate to live in an area with a rich and very interesting past. The region's colonial history began with an influx of settlers into Belmont and Methuen Townships more than 200 years ago. Methuen (formerly Carlos) was added to Belmont to create the United Townships of Belmont and Methuen and the first survey was done in 1823. In 1855 Belmont and Methuen became a corporate Township within the County of Peterborough.

The village of Havelock also began to prosper throughout this period, principally thanks to the development of railway transportation. In 1881 the CPR surveyed a right of way and began developing the area and laying rails. A few years later, in 1892, Havelock was incorporated as an independent village and it maintained that independence for more than a century. It was not until 1998 that the village of Havelock amalgamated with the surrounding Township of Belmont-Methuen to form the new municipality of the Township of Havelock-Belmont-Methuen.

The Belmont-Methuen and Havelock Historical Society was created to celebrate and preserve this history. Although it began informally a decade earlier, it was incorporated on May 15, 1997. The Society is self-supporting and maintains charitable status. It accepts donations from the public and occasionally fundraises, as it did with the recent BBQ made possible by the generous sponsorship of Upper Canada Marine. The Society also appreciates the space in a part of the town's library basement which the township has offered for the storage and display of our artifacts.

The Belmont-Methuen and Havelock Historical Society functions as an independent body. In recent months there have been a number of public references to the Society and promotions of its activities have been reported without our knowledge or consent. These references link us to the township's committees and use our name incorrectly. Beyond the use of some space in the library basement, we are not affiliated with the township, we receive no funding from the township and we are not the Havelock-Belmont-Methuen Historical Society. We would ask that anyone who wishes to support our future endeavours, please discuss it with us first and get our approval before taking any information to the public.

# Council Delegation Information

If you would like to be a delegation at an upcoming Council meeting please complete the following questions.

A delegation at a council meeting will allow a person/group/organization to speak on a topic for a maximum time of ten (10) minutes.

\*Please note\* if the agenda is already full, the Clerk or Deputy Clerk may contact you to arrange a different meeting date that works for you.

Indicate the Council meeting you would like to attend. \*

SEPTEMBER

First name \*

PAT (ELDEN)

Last name \*

PATTERSON

Address \*

[REDACTED]

Email address \*

[REDACTED]

Please identify topic of discussion \*

H.B.M. COMMUNITY CENTRE EXPANSION PROJECT

Details of discussion \*

- TO EXPLAIN TO COUNCIL THE DRAWINGS AND EXPANSION IDEAS PROVIDED EARLIER IN SPRING.  
- GRANT IDEAS.



# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Peter Lauesen, Manager of Public Works  
Meeting Date: September 17, 2024  
Subject: Public Works July and August Department Updates

## **Purpose:**

The purpose of this report is to provide department updates to Council for the months of July and August 2024.

## **Recommendation:**

That Council receive this update report as information.

## **Background:**

The Public Works July and August department updates include;

### Capital Projects:

- PW-2024-05 – Curbside Garbage Collection RFP closed July 9, 2024.
- New Public Works ½ Ton Pickup Truck arrived.
- Cobourg Development Services began working on the Old Norwood Road Reconstruction Project July 3<sup>rd</sup> and completed on August 23<sup>rd</sup>.
- QBT Excavating started George St. construction July 15<sup>th</sup>, it is ongoing.

### Roads Division:

- Gravel spread on Burnt Dam Rd. and 6<sup>th</sup> Line South.
- Patching was done on roads in need.
- All secondary roads were graded before the August long weekend.
- Culvert was replaced on Terrance Rd.
- Culvert repaired on Shady Lane.
- Brushing was completed on Vansickle Trail, 8<sup>th</sup> Line, Browns Line and Industrial Drive.
- All roads were graded for back-to-school.

#### Waste Management Division:

- In July the 6<sup>th</sup> Line transfer station had approximately 5,298 cars in the 22 days they were open.
  - o West Kosh, Oak Lake and Jack Lake had a total of 2,189 cars in the average of 16 days they were open.
- In August the 6<sup>th</sup> Line transfer station had approximately 5,456 cars in the 22 days they were open.
  - o West Kosh, Oak Lake and Jack Lake had an approximate total of 2,730 cars in the average of 17 days they were open.
- White Good Days took place July 20 at the 6<sup>th</sup> Line Transfer Station.
- Household Hazardous Waste Collection continued every Friday and Saturday until August 31<sup>st</sup>, 2024.

#### Water and Wastewater Division:

- Ontario One Call Locates were completed as received.
- Monthly meter readings were taken.
- Water disconnects were done as directed.
- A water leak on Ottawa St. East was repaired.

#### **Financial Impact:**

There is no financial impact as a result of this report.

#### **Respectfully submitted by:**

*Peter Lauesen*

Peter Lauesen - CRS  
Manager of Public Works













# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Travis Toms, Chief Building Official  
Meeting Date: September 17, 2024  
Subject: Building Department Activity Report – July 2024

## PURPOSE:

To provide Council with statistical information concerning Building Department activity during the month of July 2024, as well as statistical information to compare current vs. prior year.

## RECOMMENDATION:

Receive for information.

## BACKGROUND:

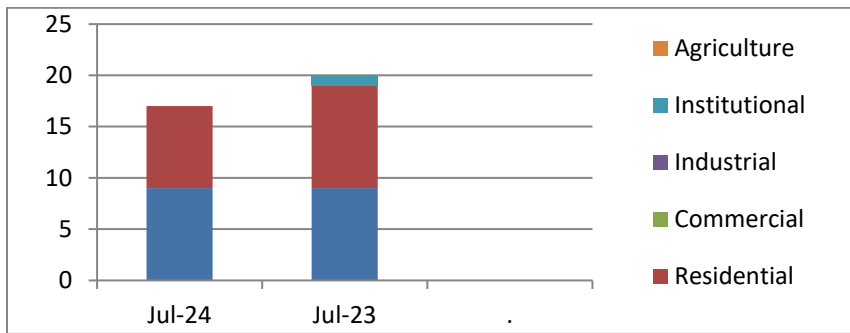
During the month of July 2024, the Building Department conducted **59** site (**242 YTD**) inspections.

Total mileage for both the 2011 and 2019 building department trucks is 3778 **kilometers (15,866 YTD)**.

The Building Department issued **17** building permits during the month of July 2024 (**82 YTD**), representing an estimated **\$1,817,141.00** in construction costs.

<u>Permit Type</u>	<u># Permits Issued</u>	<u>Construction Cost (est.)</u>
Residential	8	\$ 177,001.00
Seasonal Residential	9	\$1,640,140.00

Below is an overview of Building Department activity for July 2024, compared to the same period last year:



**Permit Fees Collected (July 2024 vs. 2023):**

July 2024 - \$ 20,972.94

July 2023 - \$ 38,034.39 Development Fees \$ 22,786.00

**Total Permit Fees Collected (2024 vs. 2023 Year-to-Date):**

2024 (January 1 – July 31) – \$ 81,647.32

2023 (January 1 – July 31) – \$ 98,356.78

**By-Law Enforcement (includes Building Infractions) July 2024**

New Files – 20 (3 Build without permit)

Closed Files – 13

**Planning Applications July 2024**

Minor Variances - 1

Zone Amendments – 4

Planning Related Reports – 3

Submitted by

*Travis Toms*

Travis Toms

Chief Building Official/By-Law Enforcement

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Travis Toms, Chief Building Official  
Meeting Date: September 17, 2024  
Subject: Building Department Activity Report – August 2024

## PURPOSE:

To provide Council with statistical information concerning Building Department activity during the month of August 2024, as well as statistical information to compare current vs. prior year.

## RECOMMENDATION:

Receive for information.

## BACKGROUND:

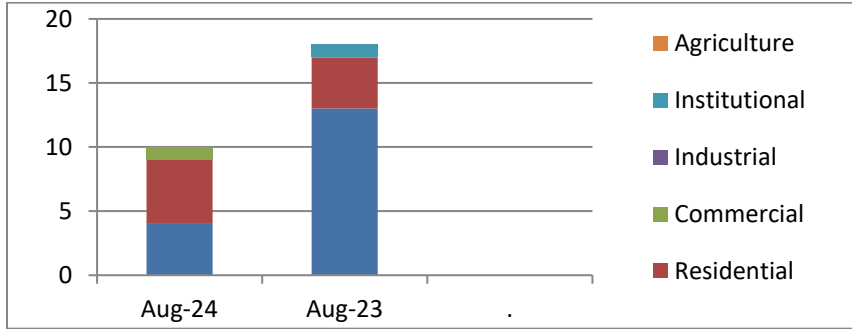
During the month of August 2024, the Building Department conducted **63** site (**305 YTD**) inspections.

Total mileage for both the 2011 and 2019 building department trucks is 3558 **kilometers (19,424 YTD)**.

The Building Department issued **10** building permits during the month of August 2024 (**92 YTD**), representing an estimated **\$ \$1,919,000.00** in construction costs.

<u>Permit Type</u>	<u># Permits Issued</u>	<u>Construction Cost (est.)</u>
Residential	5	\$ 868,000.00
Seasonal Residential	4	\$1,047,000.00
Commercial	1	\$ 4,000.00

Below is an overview of Building Department activity for August 2024, compared to the same period last year:



**Permit Fees Collected (August 2024 vs. 2023):**

August 2024 - \$ 14,614.58 Development Fees \$30,124.00

August 2023 - \$ 106,599.92 Development Fees \$ 357,389.41(LTC Home Fees Included)

**Total Permit Fees Collected (2024 vs. 2023 Year-to-Date):**

2024 (January 1 – August 31) – \$ 96,261.90

2023 (January 1 – August 31) – \$ 204,956.70

**By-Law Enforcement (includes Building Infractions) August 2024**

New Files – 12 (2 Build without permit)

Closed Files – 8

**Planning Applications August 2024**

Minor Variances - 0

Zone Amendments – 1

Planning Related Reports – 0

Submitted by

*Travis Toms*

Travis Toms

Chief Building Official/By-Law Enforcement



# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Travis Toms, Chief Building Official/By-Law Enforcement Officer  
Meeting Date: September 17, 2024  
Subject: Appointment of Building Inspector

## **PURPOSE:**

The purpose of this report is to seek Council's approval for the appointment of an additional Building Inspector for the future implementation of safe sewage systems.

## **RECOMMENDATION:**

Whereas Council approves the appointment of Kathleen Shepherd as Building Inspector for the Township of Havelock-Belmont-Methuen; and

Be it resolved that the necessary By-law be passed under the By-law section of this meeting.

## **BACKGROUND:**

The enforcement, permitting and inspection process for onsite sewage systems for Havelock-Belmont-Methuen will no longer be overseen by Peterborough Public Health and the delivery of these services will be moved over to the Township as of November 17, 2024. Kathleen Shepherd has been with the Peterborough Public Health for many years, and brings her knowledge and familiarity with the Township. By appointing her we will be able to call on her on an as needed basis.

## **FINANCIAL IMPACT:**

Wages for services on an as needed basis.

## **ATTACHMENTS:**

1. Draft By-law Building Inspector Appointment By-law

Respectfully submitted by:

*Travis Toms*

Travis Toms  
Chief Building Official/By-Law Enforcement Officer

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Travis Toms, Chief Building Official  
Meeting Date: September 17, 2024  
Subject: Building By-Law Amendment

## **PURPOSE:**

The purpose of this report is to approve the revised, updated Building By-law as outlined in the attached Building By-Law 2024-069, while rescinding By-Law 2023-017.

## **RECOMMENDATION:**

That Council approve the Building By-law as attached and that By-Law 2023-017 be rescinded with the implementation of By-Law 2024-069 and that this By-law come into effect on September 17, 2024.

## **BACKGROUND:**

Further to Council's resolution on August 15, 2024:

R-415-24 Moved by Councillor Clement  
Seconded by Councillor Doherty

That Council direct staff to provide notice in accordance with Section (7) of the Building Code Act and Section 1.9 of Division C of the Ontario Building Code for the September 17, 2024, public meeting, to amend Building By-law 2023-017 to include fees for Sewage System permits and reviews.

Carried.

Notice of change of fees was provided in accordance with the Building Code Act and Ontario Building Code by way of local newspaper and social media including the Municipal website. Staff have updated and made revisions to the current Building By-law 2023-017, in order to accommodate the regulating of on-site sewage systems, under Part 8 of the Ontario Building Code. Wording was included for the implementation of sewage system related items, schedules, and fees.

Subject to any comments from Council it is proposed that the amended By-law will take effect as of September 17, 2024.

**FINANCIAL IMPACT:**

Increased revenue and staff time.

**ATTACHMENTS:**

Building By-Law 2024-069

Submitted by:

*Travis Toms*

Travis Toms  
Chief Building Official

# Corporation Of The Township Of Havelock-Belmont-Methuen

## By-law Number 2024 - 069

Being a By-law to Provide for the Administration and Enforcement of the Building Code Act, 1992, within the Township of Havelock-Belmont-Methuen and to repeal By-law 2023-017 (Building By-law)

**WHEREAS** Section 7 of the Building Code Act, 1992 authorizes a Municipal Council to pass by-laws concerning the issuance of permits and related matters.

**WHEREAS** pursuant to Section 425 of the Municipal Act, S.O. 2001, c.25, as amended provided that any person who contravenes any By-law of a municipality passed under the authority of the Municipal Act is guilty of an offence;

**NOW THEREFORE**, the Council of the Township of Havelock-Belmont-Methuen enacts as follows:

1. **Citation**

This By-law may be cited as the Building By-law.

2. **Definitions and Work Usage**

In this By-Law:

- (a) **“Act”** means the Building Code Act, 1992, as amended
- (b) **“Alternative Solution”** means a substitute for an acceptable solution, proposed by an applicant pursuant to the Ontario Building Code;
- (c) **“Applicable Law”** means applicable law as identified by the Ontario Building Code
- (d) **“Applicant”** means the owner of a building or property who applies for a permit or any person authorized by the owner to apply for a permit on the owner’s behalf, or any person or corporation empowered by statute to cause the demolition of a building or buildings and anyone acting under the authority of such person or Corporation.
- (e) **“As Constructed Plans”** means as constructed plans as defined in the Ontario Building Code;
- (f) **“Architect”** means a holder of a licence, a certificate of practice, or a temporary licence under the *Architect’s Act* as defined in the Building Code

- (g) **“Authorized Agent”** means a person who has been authorized in writing to act on the owner’s behalf for matters relating to an application for permit
- (h) **“Builder”** a person or persons that cause a building to be erected or demolished
- (i) **“Building”** means a building as defined in Subsection 1(1) of the Act
- (j) **“Building Code”** means the regulation made under Section 34 of the Act.
- (k) **“Chief Building Official”** means the Chief Building Official appointed by the By-law of the Corporation of the Township of Havelock Belmont Methuen for the purpose of enforcement of the act of the Act.
- (l) **“Construct”** means construct as defined in Subsection 1(1) of the Act;
- (m) **“Construction Value”** means the total cost of a project to the owner, at current fair market value, for all construction materials and labour for the project, whether it is completed by the owner or others
- (n) **“Corporation”** means the Corporation of the Township of Havelock Belmont Methuen
- (o) **“Council”** means the Council of the Corporation of the Township of Havelock Belmont Methuen
- (p) **“Courtesy Inspection”** an inspection that is requested and carried out at the discretion of the Chief Building Official
- (q) **“Demolish”** demolish as defined in the Act
- (r) **“Farm Building”** a farm building as defined in the Building Code
- (s) **“Inspector”** means an inspector appointed by By-law by the Corporation of the Township of Havelock-Belmont-Methuen for the purposes of enforcement of the Act;
- (t) **“Owner”** means the registered owner of the land and includes a lessee, mortgagee in possession, and the person in charge of the property.
- (u) **“Permit”** means permission or authorization given in writing by the Chief Building Official to perform work regulated by the Act and Building Code, or to occupy a building or part thereof.
- (v) **“Permit Holder”** means the person to whom the permit has been issued and who assumes the primary responsibility for complying with the Act and the Building Code.



- (w) **“Plumbing”** plumbing as defined in the Act
- (x) **“Professional Engineer”** means a person who holds a licence or a temporary licence under the *Professional Engineer’s Act*, R.S.O. 1990, c. P.28.
- (y) **“Registered Code Agency”** means a person or an entity that has the qualifications and meets the requirements set out in the Act.
- (z) **“Renewal of Permit”** means the fee administered when a building permit remains open and is 2 years past the date of issuance.
- (z) **“Sewage System”** means a sewage system as defined in the Ontario Building Code;
- (aa) **“Surveyors Real Property Report”** means a survey and report that locates a building or structure in relation to the boundaries of a unit of land.
- (bb) **“Township”** The Corporation of the Township of Havelock-Belmont-Methuen

3. Terms not defined in this by-law shall have the meaning ascribed to them in the Act or the Building Code.

3. **Classes of Permits**

Classes of permits required for construction, demolition, building relocation, conditional permit, change of use, sewage systems and occupancy of buildings are set forth in Schedule “A” appended to and forming part of this by-law.

4. **Permits**

- (1) To obtain a permit, an applicant shall file an application under Cloudpermit - an online system ( <https://ca.cloudpermit.com>) to apply for and track your building permits and shall supply any other information relating to the application as required by the Chief Building Official.
- (2) Every building permit application shall:
  - (a) identify and describe in detail the work, use and occupancy to be covered by the permit for which the application is made;
  - (b) identify and describe in detail the existing uses and the proposed uses(s) for which the premises are intended;
  - (c) describe the land on which the work is to be done, by a description that will readily identify and locate the

- site on which the building or demolition is to occur;
- (d) be accompanied by plans and specifications as described in the by-law;
  - (e) be accompanied by the required fees in accordance with Schedule “A”.
  - (f) be accompanied by the required Development Charges as per the current Development Fees By-Laws;
  - (g) invite the parties to the application including the names, addresses and telephone numbers of the owner, applicant, architect, engineer or other designer, and the constructor or person hired to carry out the demolition, as the case may be;
  - (h) when Article 1.2.1.1 of Division C of the Ontario Building Code applies, be accompanied by a signed acknowledgement of the owner on a form prescribed by the Chief Building Official that an architect or professional engineer, or both, have been retained to carry out the general review of the construction or demolition of the building;
  - (i) When Article 1.2.1.1 of Division C of the Ontario Building Code applies, be accompanied by a signed statement of the architect or professional engineer, or both, on a form prescribed by the Chief Building Official, undertaking to provide general review of the construction or demolition of the building;
  - (j) include, where applicable, the registration number of the builder or vendor as provided in the Ontario New Home Warranties Plan Act;
  - (k) state estimated construction valuation of the proposed work including material and labour; and
  - (l) be signed off by the applicant who shall certify as to the truth of the contents of the application.
- (3) In addition to the requirements of subsection (2) above, every demolition permit application shall:
- (a) when Article 1.2.2.3 of Division C of the Ontario Building Code applies, be accompanied by structural design characteristics of building and the method and time schedule of the demolition; and
  - (b) be accompanied by satisfactory proof that arrangements have been made with the proper authorities for the termination and capping of all the water, sewer, gas, electric, telephone or other utilities and services.

- (4) In addition to the requirements of subsection (2) above, every construction permit application for part of a building shall:
- (a) include an application for the entire project; and
  - (b) include plans and specifications covering the part of the work for which more expeditious approval is desired, together with such information pertaining to the remainder of the work as may be required by the Chief Building Official.
- (5) In addition to the requirements of Subsection (2) above, every **conditional permit** application for the construction of a building shall be accompanied by:
- (a) a written statement from the applicant explaining why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted;
  - (b) written acknowledgement from the applicant of the necessary approvals which must be obtained in respect of the proposed construction and the time period in which such approvals shall be obtained;
  - (c) A written agreement, executed by the applicant, the owner, and any other necessary persons the Chief Building Official determines for the purposes set out in clause 8(3)(c) of the Act; and
- (6) In addition to the applicable requirements of Subsection (2) above, every **change of use permit** application shall:
- (a) describe the building or part thereof in which the occupancy is to be changed; and
  - (b) include plans and specifications which show the current and proposed occupancy of all parts of the building, and which contain sufficient information to establish compliance with the requirements of the Building Code including, floor plans, details of wall, floor, and roof assemblies identifying required fire resistance rating and load bearing capacities.
- (7) In addition to the applicable requirements of Subsection (2) above, every application for a permit to construct an **on-site sanitary sewage system** under Subsection 8(1) of the Act shall:
- (a) using the form, "Application for a Permit to Construct or Demolish" as prescribed by the Act, provide all information pertaining to the construction including Schedule 1 and 2 as required by the form;
  - (b) be accompanied by the complete plans, specifications, documents,

and other information as required by Division C, Article 1.3.5.4. of the Ontario Building Code and as prescribed in Section 4.00 and Schedule C to this By-law, for the work to be covered by the permit;

- (c) be accompanied by the completed form as prescribed in Schedule A to this By-law where Division C, Subsection 1.2.2. of the Building Code applies;
  - (d) include a Site Evaluation Report, completed in conformance with the provisions of Division B, 8.2.1.2. of the Building Code; and
  - (e) be accompanied by any other information necessary to, or required in accordance with the Act, the Building Code, and applicable law, and;
  - (f) be accompanied by the required fees and deposits calculated in accordance with Schedule A; and
  - (g) an as constructed sketch completed by the installer/designer will be required at the time of final inspection.
- (8) The Chief Building Official shall, where conditions in Subsection (4) above have been fulfilled, issue a permit for part of a building subject to Compliance with the Act, the Building Code, and any applicable law.
- (9) The Chief Building Official may, where conditions in Subsection 8(3) to 8(5) of the Act and Subsection (5) above have been fulfilled, issue a conditional permit for a building subject to compliance with the Act, the Building Code, and any applicable law.
- (10) The Chief Building Official shall not, by reason of the issuance of a Conditional permit or a Partial permit, be under any obligation to grant any further permits.
- (11) Every request for authorization to occupy an unfinished building under Division C, Article 1.3.3.1., 1.3.3.2., and 1.3.3.4. of the Building Code shall:
- (a) No person shall occupy, or permit to be occupied, any building which was constructed under building permit except in conformance with the Act, the Building Code, and the provisions of this By-law;
  - (b) Provide notice of intent to occupy an unfinished building to the Chief Building Official, prior to establishing occupancy of any portion, in part or whole of the building under permit, in accordance with Section 11 of the Act, and Division C, Subsection 1.3.3. of the Building Code;

- (c) identify and describe in detail the occupancy, the date of such occupancy, and the building or part thereof for which the request for a permit is made;
- (d) be accompanied by plans which show the areas of the proposed occupancy;
- (e) Where General Review by an Architect, Engineer, or Both when applicable is required in conformance with Division C, Subsection 1.2.2. of the Building Code, all reports from the Architect, Engineer, or Both where applicable, stating their opinion to general conformity of the construction in accordance with the approved permit drawings and specifications as issued is to be provided to the Chief Building Official; and
- (f) An Occupancy Permit may only be issued by the Chief Building Official, or designate of the Chief Building Official, as appointed under By-law of the Corporation.

- (12) Should a permit holder wish to make a material change to any plan, specification, document, or other information on the basis of which the permit was issued, the permit holder shall file an application for a revision to the permit which describes the material changes and pay the fee set out in Schedule A.
- (13) Where an application for a permit remains incomplete or inactive for six months after it is made, the application may be deemed by the Chief Building Official to have been abandoned and notice, thereof, shall be given to the applicant.
- (14) Building without a permit is a contravention of both this municipal by-law and provincial statute and regulation. Any person or corporation who commences construction, demolition or changes the use of a building before submitting an application for a permit or receiving a permit, shall in addition to any other penalty under the Act, building code or this by-law pay an additional fee equal to 100% of the amount calculated as to the full permit fee for the entire project in order to compensate the corporation for the additional work incurred by such early start of work.

The additional fee in section 4(15) shall not relieve any person or other corporate entity from complying with the Building Code and other applicable law or from any penalty prescribed by the Building Code Act for commencing construction prior to obtaining a building permit.

Any person who commences construction, demolition or changes the use of a building or part, thereof, prior to the issuance of a permit contrary to any permit having previously issued which results in the issuance of orders under the Building Code Act shall, in addition to any other penalty imposed under the Act or Building Code, pay a non-refundable fee as per Schedule A.

## 5. **Plans and Specifications**

- (1) Every applicant shall furnish;



- (a) sufficient plans, specifications, documents, and other information to enable the Chief Building Official to determine whether the proposed construction, demolition, or change of use conforms to the Act and Building Code; and
  - (b) a site plan referenced to a current plan of survey certified by a registered Ontario Land Surveyor and copy of such a survey shall be filed with the municipality unless this requirement is waived because the Chief Building Official is able, without having a current plan of survey, to determine whether the proposed work conforms to the Act, the Building Code, and any other applicable law. Site Plan will include all information in Schedule B of this by-law.
- (2) Plans submitted shall be legible and be drawn to an appropriate scale.
- (3) The Chief Building Official shall determine the number of plans, specifications, documents, and other information required to be furnished with an application for permit having regard for the requirements of any Act, regulation, or by-law respecting the examination or circulation of the application.
- (4) On completion of the construction of a building, the Chief Building Official may require a set of as constructed plans, including a plan of survey showing the locations of the building.
- (5) Plans and specifications furnished according to this by-law or otherwise required by the Act become the property of the municipality and will be disposed of or retained in accordance with relevant legislation.
- (6) Where the prescriptive requirements or acceptable solutions of Division B of the Building Code are not met, the Chief Building Official may approve an alternative solution as required by Division C, Subsection 2.1.1. of the Building Code. An alternative solution proposal may be requested for a system or building design at the time of permit application, or if a material change is necessary to a plan, specification, document, or other information on the basis of which a permit is issued. The applicant, with or without their approved representative, shall submit:
- (a) a completed "Application for an Alternative Solution.
  - (b) a description of the applicable objectives, functional statements, and acceptable solutions;
  - (c) a description of the proposed material, system or building design for which authorization is sought;
  - (d) supporting documentation demonstrating that the proposed material, system or building design will provide the level of performance required by the Building Code; and

- (e) the results of tests or evaluations as may be required to achieve compliance with Division C, Article 2.1.1.2. of the Building Code; and
- (f) payment of the required fee as set out in Schedule A.

The Chief Building Official or registered code agency may accept or reject any proposed alternative solutions and may impose conditions or limitations on their use. Alternative solutions that are accepted under this section shall be applicable only to the location described in the application and are not transferable to any other permit.

## **6. Fees**

- (1) The Chief Building Official shall determine the required fees calculated in accordance with Schedule "A" for the work proposed and the applicant shall pay such fees. No permit shall be issued until the fees therefore have been paid in full.
- (2) Subject to Subsection 7(1), there shall be no refund of permit fees where a permit has been revoked.
- (3) Refund of building permit fees will be determined as follows:
  - (1) In the case of all or a portion of the work or of the non-commencement of any project, the Chief Building Official shall determine the amount of refund of permit fees, if any, that may be returned to the permit holder.
  - (2) The fees that may be refunded shall be a percentage of the fees payable as determined by Schedule A and as follows:
    - a) Ninety (90%) percent if administrative and zoning functions only have been performed;
    - b) Eighty (80%) percent if administrative, zoning and plan examination function have been performed;
    - c) Seventy-five (75%) percent if the permit has been issued and no field inspections have been performed subsequent to permit issuance;
    - d) Five (5%) percent shall additionally be deducted for each field inspection that was performed after the permit has been issued.
  - (3) No refund shall be made when the amount is calculated to be one hundred and fifty dollars (\$150.00) or less.
  - (4) The fee for the transfer of permit is non-refundable.

## **7. Permit Revocation, Deferral of Revocation and Transfer**

- (1) Revocation of Permit

Prior to revoking a permit under clauses 8(10) (b) and (c) of the Act, the Chief Building Official shall give written notice of intention to revoke to the permit holder at his last known address and if on the expiration of thirty (30) days from the date of such notice, the ground for revocation continues to exist, the permit may be revoked without further notice and all submitted plans and other information may be disposed of.

(2) Deferral of Revocation

- (a) On receipt of a notice of intention to revoke a permit, a permit holder may request in writing within thirty (30) days from the date, thereof, the Chief Building Official to defer the revocation of such permit.
- (b) A request for deferral shall set out the reasons why the permit should not be revoked and the date by which the work will be commenced or resumed.
- (c) Having considered the circumstances of the request and having determined that there have been no changes to the Act and the Building Code and any other applicable law which would have prevented the issuance of the original permit, the Chief Building Official may allow a deferral to a prescribed date and shall notify the permit holder.
- (d) A request for deferral of revocation is subject to a fee in accordance with Schedule "A".
- (e) A refund will not be issued for revoked permits.

(3) Transfer of Permit

- (a) Permits are transferable only upon the new owner completing a permit application to the requirements of Section 4.
- (b) A fee, as prescribed in Schedule "A" shall be payable on a transfer of permit by the new owner who shall thenceforth be the permit holder for the purpose of the Act, and the Building Code.

**8. Prescribed Notice and Inspections**

- (1) The person to whom a permit has been issued under Section 8 of the Act shall give to the Chief Building Official notice of the readiness for inspection in accordance with prescribed notices described in Division C, Section 1.3.5 of the Building Code.
- (2) Notices shall be given as required by Division C, Section 1.3.5 of the Building Code.

**9. Fencing**

Where, in the opinion of the Chief Building Official, a construction or demolition site presents a particular hazard to the public, the Chief Building Official may under Clauses 7 (1)(i) and 7 (1)(j) of the Act, require the erection of such fencing as the Chief Building Official deems necessary to abate the hazard.

The height of every fence shall be a minimum of 4 feet (1.2 metres) and a maximum of 6 feet (1.8 metres), to be measured from the highest adjacent grade and, shall be of a description as determined by the Chief Building Official.

**10. Code of Conduct**

The Code of Conduct as required under Section 7.1 of the Act is under municipal Policy Number 60.

**11. Severability**

Should any section, subsection, clause, or provision of this by-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this by-law as a whole or any part, thereof, other than the part so declared to be invalid.

**12. Penalty**

- (1) Every person who contravenes any provision of this By-law is guilty of an offence and liable:
  - a) on a first conviction to a fine of not more than \$25,000, and
  - b) on any subsequent conviction, to a fine of not more than \$50,000.
- (2) Where the person convicted is a corporation, the maximum fines are \$50,000 on a first offence and \$100,000 for any subsequent conviction.

**13. Part XII – Miscellaneous**

- (1) All Schedules to this By-law form part of this By-law.
- (2) A reference to the singular or the masculine shall be deemed to refer to the plural or feminine as the context may require.

**14. Repeal**

By-Law Number 2023-017 as amended and all policies in regard to fees and refunds, are hereby repealed in their entirety.

**15. Effective Date**

That this By-Law shall come into effect on September 17, 2024.

Read a first, second and third time and finally passed in open Council this 17th day of September 2024.

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Jim Martin, Mayor

---

Robert V. Angione, Clerk



**SCHEDULE "A"**  
**TO BY-LAW 2024-069**

**Building Permit Fees 2024**

Type	2024 Fee
<b>Residential, Seasonal Residential, Multi-Residential, Agriculture New, Additions, Covered Porch</b>	<b>\$ 1.40 per sq. ft.</b>
<b>Residential, Seasonal Residential, Multi-Residential Tenant Fit-up (Renovation)</b>	<b>\$ 0.38 per sq. ft.</b>
<b>Commercial, Industrial, Institutional New, Additions</b>	<b>\$ 1.50 per sq. ft.</b>
<b>Commercial, Industrial, Institutional Tenant Fit-up (Renovation)</b>	<b>\$ 0.38 per sq. ft.</b>
<b>Accessory Buildings – All Classes i.e., garages, boathouses, utility sheds</b>	<b>\$ 0.72 per sq. ft.</b>
<b>Decks, Verandas - All Classes (no roof)</b>	<b>\$ 0.81 per sq. ft.</b>
<b>Plumbing Permit Only – All Classes \$75.00 plus \$7.50 per fixture</b>	<b>Minimum of \$120.00</b>
<b>Change of Use-No Construction</b>	<b>\$150.00</b>
<b>Demolition</b>	<b>\$125.00</b>
<b>Transfer of Permit</b>	<b>\$375.00</b>
<b>Deferral of Revocation of a permit</b>	<b>\$100.00</b>
<b>Minimum Permit Fee</b>	<b>\$150.00</b>
<b>Building Without a Permit</b>	<b>Permit fee + 100% of original fee</b>
<b>Projects not defined above</b>	<b>\$150.00</b>
<b>Issuance of Order Under BCA</b>	<b>\$150.00</b>
<b>Stop Work Order plus Registration on Title</b>	<b>\$200.00</b>
<b>Occupancy Permit</b>	<b>\$150.00</b>
<b>Sign Permit</b>	<b>\$ 75.00</b>
<b>Renewal Fee Permit – after 2 years</b>	<b>\$200.00</b>

<b>Courtesy Inspection</b>	<b>\$150.00</b>
<b>Inspections on permits 10 years or older per inspection</b>	<b>\$150.00</b>
<b>Fees per inspection deemed necessary by the Chief Building Official or for call-back inspections where the work was not complete/failed inspection (applicable to existing buildings or defective/deficient new/altered.</b>	<b>\$150.00</b>
<b>Farm structures</b>	<b>.40 per sq. ft</b>
<b>Foundation</b>	<b>.40 per sq. ft</b>
<b>Administrative fee – Cloudpermit application submission on behalf of owner/applicant</b>	<b>\$100.00</b>
<b>Revision to Plans – Minor</b>	<b>\$100.00</b>
<b>Revision to Plans – Major</b>	<b>0.05 per sq. ft – minimum \$250.00</b>
<b>Public Pool Permits</b>	<b>\$500.00</b>
<b>Class 4 Sewage System, design capacity less than or equal to 4,500 litres per day</b>	<b>\$1,000.00</b>
<b>Class 4 Sewage System, design capacity greater than 4,500 litres per day and less than 10,000 litres per day</b>	<b>\$1,450.00</b>
<b>Class 4 Sewage System tank replacement only</b>	<b>\$400.00</b>
<b>Class 5 Sewage System (Holding Tank)</b>	<b>\$1,000.00</b>
<b>Class 3 Sewage System (Cesspool)</b>	<b>\$500.00</b>
<b>Class 2 Sewage System (Greywater system)</b>	<b>\$500.00</b>
<b>System permit for Filter Bed repair, replacement, or extension of 6 square meters or less; Trench bed repair, replacement or extension of 16 meters of less</b>	<b>\$500.00</b>
<b>Mandatory Maintenance Inspections- Inspections of Sewage Systems (Source Water Protection Areas)</b>	<b>\$375.00</b>
<b>Existing Sewage System Review or Change of Use</b>	<b>\$400.00</b>
<b>Rezoning, minor variance or Official Plan Amendment comments requiring a site visit</b>	<b>\$250.00</b>
<b>Severance or Subdivision Comments</b>	<b>First lot \$300.00 Each additional lot, \$150.00</b>

## **SCHEDULE “B” TO BY-LAW 2024-069**

### **SITE PLAN REQUIREMENTS**

The following shall be shown clearly on the site plan:

- Drawn to the appropriate scale
- Include all existing buildings and sizes
- Lot dimensions
- All four setbacks to building (proposed and existing)
- Septic locations (proposed and existing)
- Surface water drainage by arrows (not to flow to adjacent properties)
- Any retaining wall
- North arrow
- Street name and number
- Legal description of property
- Right-of-way width (fire road)
- Proposed and existing swales and ditches
- Foundation or sump drainage (to dry well or ditch)
- Proximity to above ground electrical wires

**Commercial properties** also need to include:

- Hours of operation
- Proposed signs and locations
- Proposed illumination and location

**SCHEDULE "C"**  
**TO BY-LAW 2024-069**

**Existing Sewage System - Application Review**

**Class 2 and 3    3B: Site Evaluation Form**

**Class 4 and 5    3A: Site Evaluation Form**

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Lionel Towns, Treasurer  
Meeting Date: September 17, 2024  
Subject: Employee Group Benefit Plan – Renewal November 1, 2024

## **PURPOSE:**

A report to provide Council with the Employee Group Benefit Plan renewal information, from Mosey and Mosey, for the period of November 1, 2024, to October 31, 2025.

## **RECOMMENDATION:**

That this report (Employee Group Benefit Plan – Renewal November 1, 2024), be received for information; and

That the continuation of employee benefit services by Manulife Life Insurance Company and AIG Insurance, through Mosey and Mosey, for the period of November 1, 2024, to October 31, 2025, with an overall premium rate decrease for the plan of 10.7%, be approved.

## **BACKGROUND**

The employee benefits for the Peterborough County-Wide Benefits Program are underwritten by Manulife Financial, with the exception of the Accidental Death & Dismemberment insurance, which is underwritten by AIG Insurance. This program is scheduled to renew on November 1, 2024.

The employee group benefit plan includes coverage for extended health care, dental care, life insurance, employee assistance program, long term disability and weekly indemnity (short term disability). The yearly premium changes for the past three renewals, including the cumulative change for that time period, is shown below.



<b>Benefit</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>Cumulative Change (2022-2025)</b>
<b>Basic Life Insurance</b>	0.0%	0.0%	0.0%	0.0%
<b>Basic Accidental Death and Dismemberment (AD&amp;D)</b>	0.0%	0.0%	0.0%	0.0%
<b>Long Term Disability (LTD)</b>	0.0%	-10.0%	-10.0%	-20%
<b>Weekly Indemnity (STD)</b>	0.0%	-21.9%	-26.8%	-48.7%
<b>Extended Health Care- Single</b>	-4.8%	+1.4%	-9.2%	-12.6%
<b>Extended Health Care - Family</b>	-4.8%	+1.4%	-9.2%	-12.6%
<b>Dental - Single</b>	+15.9%	-1.4%	-8.9%	5.6%
<b>Dental – Family</b>	+15.9%	-1.4%	-8.9%	5.6%
<b>Employee Assistance Program (EAP)</b>	0.0%	0.0%	0.0%	0.0%
<b>Overall Change</b>	<b>+2.3%</b>	<b>-6.3%</b>	<b>-10.7%</b>	<b>-14.7%</b>

For the past two renewals, the rates offered to HBM have seen the largest decreases within the Peterborough County municipal group. For the 2024/2025 renewal, this will result in a \$24,250 drop in benefit costs overall, or the equivalent of a 0.3% decrease in our municipal tax rate.

The current group benefit contract runs from November 1, 2023, to October 31, 2024, and is renewable annually. The November to October time period was originally selected in order to provide the best degree of accuracy in regard to budget implications for the following year, while allowing for the earliest possible budget deliberations for Councils. This renewal is based on the actual claims experience from May 1, 2023 to February 29, 2024.

**Pooled Benefits** – provided by Manulife are Life Insurance and Long Term Disability. The main factor in determining these rates comes from the overall performance of Life and LTD, and the overall demographic makeup, for the Peterborough County-wide employee pool. Life and LTD rate determination does include a small experience rating component based on the size of the individual municipal groups.

**Experience Rated (Weekly Indemnity or STD)** – The Rates for STD are determined by examining the last three years’ claims experience for the Peterborough County

group, as a whole, comparing the premiums paid versus the claims paid, for those three years.

**Experience Rated (Extended Health Care and Dental)** – The rates calculated for Extended Health Care and Dental are determined by experience (or claims paid compared to premiums paid), for the previous ten-month period, for the County-wide group as a whole (50%) and for Havelock-Belmont-Methuen’s specific experience (50%). This rate determination method helps to soften any significant rate fluctuations from year to year resulting for a small number of large claims.

Respectfully Submitted by:

*Lionel Towns*

Lionel Towns, Treasurer

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Shari Gottschalk, Economic Development Officer  
Meeting Date: September 17, 2024  
Subject: **Gateway Community Club Roadway Sign**

## **Purpose:**

To present to Council the two (2) replacement Havelock-Belmont-Methuen community club gateway sign designs, which are to be placed at the four primary Havelock village entrance locations.

## **Recommendation:**

That Council approve the replacement gateway road sign designs as presented in the staff report.

## **Background:**

On June 4, 2024, Council approved the replacement of four (4) out-of-date community club roadway signs located at the four village of Havelock gateways.

The signs are constrained by dimensions of existing out-of-date signs, which are 72" x 72" (west gateway) and 36" x 72" (east, north, and south gateways). The replacement signs will be installed on the existing wooden posts, as noted in attachment Community Club Gateway Signs, as per Aug. 28, 2024. Roadway sign construction is engineering grade, aluminum 0.08 – 12 gauge, printed on vinyl, and rated 11-years (maximum guarantee).

Staff has secured written logo-use permission from each community club represented on the gateway signs. The Public Works department will install the new signs.

## **Financial Impact:**

As per June 4, 2024, Report to Council, the financial impact was \$2,950 plus tax (Dec'2023 estimate). The updated quote is \$3,955.85 plus tax, which reflects current pricing and engineering grade materials. This was budgeted for under the Administrative Capital Budget account.

**In consultation with:**

- Economic Development Committee
- Bob Angione, CAO and Clerk

**Attachments:**

- Gateway Road Sign Design
- Community Club Gateway Signs, as per Aug. 28, 2024
- PrintHub sign quotation

Respectfully submitted by:



Shari Gottschalk  
Economic Development Officer  
Township of Havelock-Belmont-Methuen

North, South, and East (3) Gateway Signs

72"

40"

# Home To



PINK LINE = CUT LINE



Client: Township of Havelock-Belmont-Methuen  
 Project: Road Sign  
 Order #: 28617

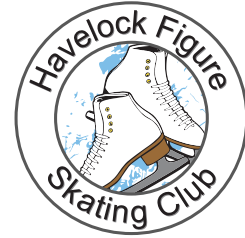
Material: Aluminum 12gauge + 3M Envision Laminated  
 Size: 72"x40"  
 Quantity: 1

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72"

# Havelock Belmont-Methuen



PINK LINE = CUT LINE

THIS PRINTS ON TWO 6'X3' SHEETS

**Report Updated:** August 28, 2024

**Author:** Shari Gottschalk, Economic Development Officer

As per Council directive, the following signs are to be replaced with up-to-date community club signage.

## WEST GATEWAY SIGN

- Located approximately 30 metres west of Traffic Lights along Highway 7.



### Out-of-date Community Clubs:

- ~~Havelock Country Jamboree~~
- ~~Girl Guides (Norwood, Marmora)~~
- ~~Odd Fellows Lodge (Campbellford)~~
- Scouts Canada
- Masonic Lodge
- International Lions
- Havelock District Snowmobile Club
- Royal Canadian Branch 389
- ~~Rock 'N Rail Community Association~~
- Catholic Women's League
- ~~Havelock Country Music Showdown~~

<p><b>EAST GATEWAY SIGN</b></p> <p>Approx. 35 metres east of Hwy#7 and Mary Street intersection.</p>	<p><b>NORTH GATEWAY SIGN</b></p> <p>Approx. 20 metres north of County Rd 46 and McLean Avenue intersection</p>	<p><b>SOUTH GATEWAY SIGN</b></p> <p>Approx. 25 metres south of County Rd 30 and Old Norwood Rd intersection.</p>
		

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### ESTIMATE

#### BILL TO

**Township of Havelock-Belmont-Methuen**  
Shari Gottschalk  
(705) 778-2308  
1 Ottawa St E  
Havelock, ON K0L 1Z0  
Canada  
MOrendt@hbmtwp.ca

#### SHIP TO

**Township of Havelock-Belmont-Methuen**  
Shari Gottschalk  
(705) 778-2308  
1 Ottawa St E  
Havelock, ON K0L 1Z0  
Canada  
ecdev@hbmtwp.ca

**Estimate Number:** 28617  
**PO#:** Road Signs  
**Estimate Date:** 05/29/2024  
**Shipping Option:** --  
**Salesperson:** Sucho

Title	Unit Price	QTY	Price
<b>Road Sign 6x3</b> Aluminum 0.08 - 12 gauge. Print on vinyl Engineering grade laminated. Vinyl rated 11 years.	\$791.17	3	\$2,373.51
<b>Road Sign 6x6</b> Aluminum 0.08 - 12 gauge. Print on vinyl Engineering grade laminated. Vinyl rated 11 years.	\$1,582.34	1	\$1,582.34

<b>Sub Total:</b>	\$3,955.85
<b>Discount (0%):</b>	\$0.00
<b>Tax (13%):</b>	\$514.26
<b>Total Amount:</b>	<b>\$4,470.11</b>
<b>Amount Due</b>	

#### Additional Info

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#### Terms & Services

All payments to be made upon order.  
Pay to the order of The Vincent Press Limited.  
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Peterborough County Plowmen's Association



Dear Township of Havelock, Belmont & Methuen,

On behalf of the Peterborough County Plowmen's Association, I would like to take this opportunity to 'Thank You' for your financial support over the past few years. With your assistance, we promote our County's Heritage "The Art of Plowing" by hosting our annual Plowing Match at various townships throughout Peterborough County showcasing a variety of plowing techniques to our urban and rural visitors.

As we are a non-profit organization, we depend on donations to fund this county event. Our organization would greatly appreciate any financial assistance to make our 2024 Plowing Match a success. We will ensure your donation and name will be posted in our advertisement flyers and on the day of our Plowing Match.

We proudly announce that this year's match will be held on the farm of David and Sandra Bradfield, 1396 Bradfield Road, Douro-Dummer, K9J 6Y2 on Saturday, September 28<sup>th</sup>, 2024.

Please feel free to contact me via the information provided above (phone number, text, email).

Thank you again,

Denise Humphries  
(Secretary / Treasurer)







**Ministry of Infrastructure**

Office of the Minister

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August 21, 2024

Bob Angione  
Chief Administrative Officer and Municipal Clerk  
Township of Havelock-Belmont-Methuen  
[BAngione@hbmtwp.ca](mailto:BAngione@hbmtwp.ca)

Dear Bob Angione:

Thank you for sharing your concerns regarding transfer of Fire Route 18, from the Ministry of Natural Resources and Forestry to the Township of Havelock-Belmont-Methuen.

As you may be aware, the Infrastructure Ontario (IO) Loan Program provides long-term fixed-rate loans and short-term construction financing to eligible borrowers at below market interest rates, allowing them to build and renew Ontario's public infrastructure. The Township of Havelock-Belmont-Methuen may explore its eligibility for a loan from the IO Loan Program for the upgrade of Fish Hatchery Road.

For more information on eligible projects and IO Loan Program contacts for your region, please visit IO's infrastructure lending webpage:  
<https://www.infrastructureontario.ca/en/what-we-do/infrastructure-lending>.

In addition, the government is investing in \$1 billion for the new Municipal Housing Infrastructure Program (MHIP) to largely support core infrastructure projects, such as roads and water infrastructure to enable housing for growing and developing communities. This funding will help municipalities get shovels in the ground on critical infrastructure that will lay the groundwork for more homes across the province.

The first stream to be implemented through MHIP, the Housing-Enabling Core Servicing Stream (HECS), is a \$400M program stream that aims to improve and develop more reliable road and bridge assets, while enabling housing development and promoting growth in communities. All roads and bridges including highways and any road work that would enable housing would be eligible for submission. All municipalities that own the asset can apply. Joint municipal or ownership projects are eligible and encouraged to apply. HECS application intake will open in August 2024. Additional details on eligibility and reporting details will be released later this year.

For 2024, the province will continue to allocate \$400 million in funding through the Ontario Community Infrastructure Fund (OCIF) to eligible communities. The Township of Havelock-Belmont-Methuen is among the recipients, having been awarded a total of

\$180,124 for the year. The OCIF supports eligible municipalities by providing financial assistance for the repair and rehabilitation of core infrastructure, including roads, bridges, water systems, wastewater facilities, and stormwater projects. It is important to note that OCIF funding can only be applied to capital construction of new core infrastructure if it addresses a critical existing health or safety issue. Infrastructure projects aimed at accommodating expansion or residential development are not eligible for OCIF funding. Refer to eligible expenditures in the [OCIF guidelines](#). Please do not hesitate to contact your Project Analyst if you have questions regarding eligible expenditures or alternatively contact [OCIF@ontario.ca](mailto:OCIF@ontario.ca).

Please accept my best wishes and thank you again for taking the time to write.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Surma', written in a cursive style.

The Honourable Kinga Surma  
Minister of Infrastructure

# PROVINCIAL PLANNING STATEMENT, 2024

Under the *Planning Act*

# PROVINCIAL PLANNING STATEMENT, 2024

Approved by the Lieutenant Governor in Council, Order in Council No. 1099/2024

The Provincial Planning Statement was issued under section 3 of the *Planning Act* and came into effect October 20, 2024. It replaces the Provincial Policy Statement that came into effect on May 1, 2020.

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# Table of Contents

<b>CHAPTER 1: INTRODUCTION .....</b>	<b>1</b>
Vision .....	1
Role of the Provincial Planning Statement .....	2
Legislative Authority .....	2
How to Read the Provincial Planning Statement .....	3
<b>CHAPTER 2: BUILDING HOMES, SUSTAINING STRONG AND COMPETITIVE COMMUNITIES .....</b>	<b>6</b>
2.1 Planning for People and Homes.....	6
2.2 Housing.....	7
2.3 Settlement Areas and Settlement Area Boundary Expansions.....	8
2.4 Strategic Growth Areas .....	9
2.5 Rural Areas in Municipalities.....	11
2.6 Rural Lands in Municipalities .....	12
2.7 Territory Without Municipal Organization .....	12
2.8 Employment .....	13
2.9 Energy Conservation, Air Quality and Climate Change.....	15
<b>CHAPTER 3: INFRASTRUCTURE AND FACILITIES .....</b>	<b>16</b>
3.1 General Policies for Infrastructure and Public Service Facilities.....	16
3.2 Transportation Systems .....	16
3.3 Transportation and Infrastructure Corridors .....	17
3.4 Airports, Rail and Marine Facilities .....	17
3.5 Land Use Compatibility .....	18
3.6 Sewage, Water and Stormwater .....	18
3.7 Waste Management.....	20
3.8 Energy Supply.....	20
3.9 Public Spaces, Recreation, Parks, Trails and Open Space .....	20
<b>CHAPTER 4: WISE USE AND MANAGEMENT OF RESOURCES.....</b>	<b>21</b>
4.1 Natural Heritage.....	21
4.2 Water.....	22
4.3 Agriculture.....	23
4.4 Minerals and Petroleum.....	25
4.5 Mineral Aggregate Resources .....	26
4.6 Cultural Heritage and Archaeology .....	28
<b>CHAPTER 5: PROTECTING PUBLIC HEALTH AND SAFETY .....</b>	<b>29</b>
5.1 General Policies for Natural and Human-Made Hazards .....	29
5.2 Natural Hazards.....	29
5.3 Human-Made Hazards .....	31
<b>CHAPTER 6: IMPLEMENTATION AND INTERPRETATION .....</b>	<b>32</b>
6.1 General Policies for Implementation and Interpretation .....	32
6.2 Coordination.....	34
<b>7: FIGURE 1 – NATURAL HERITAGE PROTECTION LINE.....</b>	<b>36</b>
<b>8: DEFINITIONS.....</b>	<b>38</b>
<b>9: APPENDIX – SCHEDULE 1: LIST OF LARGE AND FAST-GROWING MUNICIPALITIES .....</b>	<b>56</b>



## Chapter 1: Introduction

### Vision

Ontario is a vast, fast-growing province that is home to many urban, rural and northern communities distinguished by different populations, economic activity, pace of growth, and physical and natural conditions. More than anything, a prosperous Ontario will see the building of more homes for all Ontarians. This is why the province has set a goal of getting at least 1.5 million homes built by 2031.

Ontario will increase the supply and mix of *housing options*, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of *housing options* will support a diverse and growing population and workforce, now and for many years to come.

A prosperous and successful Ontario will also support a strong and competitive economy that is investment-ready and recognized for its influence, innovation and diversity. Ontario's economy will continue to mature into a centre of industry and commerce of global significance. Central to this success will be the people who live and work in this province.

Ontario's land use planning framework, and the decisions that are made, shape how our communities grow and prosper. Prioritizing compact and *transit-supportive* design, where locally appropriate, and optimizing investments in *infrastructure* and *public service facilities* will support convenient access to housing, quality employment, services and recreation for all Ontarians. Cultural heritage and archaeology in Ontario will provide people with a sense of place. And while many Ontarians still face a complex range of challenges, municipalities will work with the Province to support the long term prosperity and well-being of residents through the design of communities responsive to the needs of all Ontarians.

Ontario's vibrant agricultural sector and sensitive areas will continue to form part of the province's economic prosperity and overall identity. Growth and development will be prioritized within urban and rural settlements that will, in turn, support and protect the long-term viability of *rural areas*, local food production, and the *agri-food network*. In addition, resources, including natural areas, water, aggregates and agricultural lands will be protected. Potential risks to public health or safety or of property damage from natural hazards and human-made hazards, including the risks associated with the impacts of climate change will be mitigated.

Ontario will continue to recognize the unique role Indigenous communities have in land use planning and development, and the contribution of Indigenous communities' perspectives and traditional knowledge to land use planning decisions. Meaningful early engagement and constructive, cooperative relationship-building between planning authorities and Indigenous communities will facilitate knowledge-sharing and inform decision-making in land use planning.

Above all, Ontario will continue to be a great place to live, work and visit where all Ontarians enjoy a high standard of living and an exceptional quality of life.

## Role of the Provincial Planning Statement

The Provincial Planning Statement provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Planning Statement sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

Municipal official plans are the most important vehicle for implementation of the Provincial Planning Statement and for achieving comprehensive, integrated and long-term planning. Official plans should coordinate cross-boundary matters to complement the actions of other planning authorities and promote mutually beneficial outcomes.

Zoning and development permit by-laws are also important for the implementation of the Provincial Planning Statement. Zoning and development permit by-laws should be forward-looking and facilitate opportunities for an appropriate range and mix of *housing options* for all Ontarians.

Land use planning is only one of the tools for implementing provincial interests. A wide range of legislation, regulations, policies and programs may apply to decisions with respect to *Planning Act* applications, affect planning matters, and assist in implementing these interests.

The Province's rich cultural diversity is one of its distinctive and defining features. Indigenous communities have a unique relationship with the land and its resources, which continues to shape the history and economy of the Province today. Ontario recognizes the unique role Indigenous communities have in land use planning and development, and the contribution of Indigenous communities' perspectives and traditional knowledge to land use planning decisions. The Province recognizes the importance of consulting with Aboriginal communities on planning matters that may affect their section 35 Aboriginal or treaty rights.

## Legislative Authority

The Provincial Planning Statement is a policy statement issued under the authority of section 3 of the *Planning Act* and came into effect on October 20, 2024. The Provincial Planning Statement applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after October 20, 2024.

In respect of the exercise of any authority that affects a planning matter, section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act.

Comments, submissions or advice that affect a planning matter that are provided by the council of a municipality, a local board, a planning board, a minister or ministry, board, commission or agency of the government shall be consistent with the Provincial Planning Statement.

## How to Read the Provincial Planning Statement

The provincial policy-led planning system recognizes and addresses the complex inter-relationships among environmental, economic, health and social factors in land use planning. The Provincial Planning Statement supports a comprehensive, integrated and long-term approach to planning, and recognizes linkages among policy areas.

The Provincial Planning Statement is more than a set of individual policies. It is to be read in its entirety and the relevant policies are to be applied to each situation. When more than one policy is relevant, a decision-maker should consider all of the relevant policies to understand how they work together. The language of each policy, including the Implementation and Interpretation policies, will assist decision-makers in understanding how the policies are to be implemented.

There is no implied priority in the order in which the policies appear. While specific policies sometimes refer to other policies for ease of use, these cross-references do not take away from the need to read the Provincial Planning Statement as a whole.

### Consider Specific Policy Language

When applying the Provincial Planning Statement it is important to consider the specific language of the policies. Each policy provides direction on how it is to be implemented, how it is situated within the broader Provincial Planning Statement, and how it relates to other policies.

Some policies set out positive directives, such as “settlement areas shall be the focus of growth and development.” Other policies set out limitations and prohibitions, such as “development and site alteration shall not be permitted.” Other policies use enabling or supportive language, such as “should,” “promote,” and “encourage.”

The choice of language is intended to distinguish between the types of policies and the nature of implementation. There is some discretion when applying a policy with enabling or supportive language in contrast to a policy with a directive, limitation or prohibition.

### Geographic Scale of Policies

The Provincial Planning Statement recognizes the diversity of Ontario and that local context is important. Policies are outcome-oriented, and some policies provide flexibility in their implementation provided that provincial interests are upheld.

While the Provincial Planning Statement is to be read as a whole, not all policies will be applicable to every site, feature or area. The Provincial Planning Statement applies at a range of geographic scales.

Some of the policies refer to specific areas or features and can only be applied where these features or areas exist. Other policies refer to planning objectives that need to be considered in the context of the municipality or planning area as a whole, and are not necessarily applicable to a specific site or development proposal.

Within the Great Lakes –St. Lawrence River Basin, there may be circumstances where planning authorities should consider agreements related to the protection or restoration of the Great Lakes – St. Lawrence River Basin. Examples of these agreements include Great Lakes agreements between Ontario and Canada, between Ontario and Quebec and the Great Lakes States of the United States of America, and between Canada and the United States of America.

### **Policies Represent Minimum Standards**

The policies of the Provincial Planning Statement represent minimum standards.

Within the framework of the provincial policy-led planning system, planning authorities and decision-makers may go beyond these minimum standards to address matters of importance to a specific community, unless doing so would conflict with any policy of the Provincial Planning Statement.

### **Defined Terms and Meanings**

Except for references to legislation which are italicized, other italicized terms in the Provincial Planning Statement are defined in the Definitions chapter. For non-italicized terms, the normal meaning of the word applies. Terms may be italicized only in specific policies; for these terms, the defined meaning applies where they are italicized and the normal meaning applies where they are not italicized. Defined terms in the Definitions chapter are intended to capture both singular and plural forms of these terms in the policies.

### **Provincial Guidance**

Provincial guidance, including guidance material, guidelines and technical criteria may be issued from time to time to assist planning authorities and decision-makers with implementing the policies of the Provincial Planning Statement. Information, technical criteria and approaches outlined in provincial guidance are meant to support implementation but not add to or detract from the policies of this Provincial Planning Statement.

### **Relationship with Provincial Plans**

The Provincial Planning Statement provides overall policy directions on matters of provincial interest related to land use planning and development in Ontario, and applies province-wide, except where this Provincial Planning Statement or another provincial plan provides otherwise.

Provincial plans, such as the Greenbelt Plan and the Oak Ridges Moraine Conservation Plan, build upon the policy foundation provided by the Provincial Planning Statement. They provide additional land use planning policies to address issues facing specific geographic areas in Ontario.

Provincial plans are to be read in conjunction with the Provincial Planning Statement. They take precedence over the policies of the Provincial Planning Statement to the extent of any conflict, except where the relevant legislation provides otherwise.

Where the policies of provincial plans address the same, similar, related, or overlapping matters as the policies of the Provincial Planning Statement, applying the more specific policies of the provincial plan satisfies the more general requirements of the Provincial Planning Statement. In contrast, where matters addressed in the Provincial Planning Statement do not overlap with policies in provincial plans, the policies in the Provincial Planning Statement must be independently satisfied.

Land use planning decisions made by municipalities, planning boards, the Province, or a commission or agency of the government must be consistent with the Provincial Planning Statement. Where provincial plans are in effect, planning decisions must conform or not conflict with them, as the case may be.

## Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

### 2.1 Planning for People and Homes

1. As informed by provincial guidance, planning authorities shall base population and employment growth forecasts on Ontario Population Projections published by the Ministry of Finance and may modify, as appropriate.
2. Notwithstanding policy 2.1.1, municipalities may continue to forecast growth using population and employment forecasts previously issued by the Province for the purposes of land use planning.
3. At the time of creating a new official plan and each official plan update, sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of at least 20 years, but not more than 30 years, informed by provincial guidance. Planning for *infrastructure, public service facilities, strategic growth areas* and *employment areas* may extend beyond this time horizon.

Where the Minister of Municipal Affairs and Housing has made a zoning order, the resulting development potential shall be in addition to projected needs over the planning horizon established in the official plan. At the time of the municipality's next official plan update, this additional growth shall be incorporated into the official plan and related infrastructure plans.

4. To provide for an appropriate range and mix of *housing options* and densities required to meet projected requirements of current and future residents of the *regional market area*, planning authorities shall:
  - a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are *designated and available* for residential development; and
  - b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.
5. Where planning is conducted by an upper-tier municipality, the land and unit supply maintained by the lower-tier municipality identified in policy 2.1.4 shall be based on and reflect the allocation of population and units by the upper-tier municipality.



6. Planning authorities should support the achievement of *complete communities* by:
- a) accommodating an appropriate range and mix of land uses, *housing options*, transportation options with *multimodal* access, employment, *public service facilities* and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
  - b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
  - c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

## 2.2 Housing

1. Planning authorities shall provide for an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents of the *regional market area* by:
- a) establishing and implementing minimum targets for the provision of housing that is *affordable* to *low and moderate income households*, and coordinating land use planning and planning for housing with Service Managers to address the full range of *housing options* including *affordable* housing needs;
  - b) permitting and facilitating:
    1. all *housing options* required to meet the social, health, economic and well-being requirements of current and future residents, including *additional needs housing* and needs arising from demographic changes and employment opportunities; and
    2. all types of residential *intensification*, including the *development* and *redevelopment* of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new *housing options* within previously developed areas, and *redevelopment*, which results in a net increase in residential units in accordance with policy 2.3.1.3;
  - c) promoting densities for new housing which efficiently use land, resources, *infrastructure* and *public service facilities*, and support the use of *active transportation*; and
  - d) requiring *transit-supportive* development and prioritizing *intensification*, including potential air rights development, in proximity to transit, including corridors and stations.

## 2.3 Settlement Areas and Settlement Area Boundary Expansions

### 2.3.1 General Policies for Settlement Areas

1. *Settlement areas* shall be the focus of growth and development. Within *settlement areas*, growth should be focused in, where applicable, *strategic growth areas*, including *major transit station areas*.
2. Land use patterns within *settlement areas* should be based on densities and a mix of land uses which:
  - a) efficiently use land and resources;
  - b) optimize existing and planned *infrastructure* and *public service facilities*;
  - c) support *active transportation*;
  - d) are *transit-supportive*, as appropriate; and
  - e) are *freight-supportive*.
3. Planning authorities shall support general *intensification* and *redevelopment* to support the achievement of *complete communities*, including by planning for a range and mix of *housing options* and prioritizing planning and investment in the necessary *infrastructure* and *public service facilities*.
4. Planning authorities shall establish and implement minimum targets for *intensification* and *redevelopment* within built-up areas, based on local conditions.
5. Planning authorities are encouraged to establish density targets for *designated growth areas*, based on local conditions. *Large and fast-growing municipalities* are encouraged to plan for a target of 50 residents and jobs per gross hectare in *designated growth areas*.
6. Planning authorities should establish and implement phasing policies, where appropriate, to ensure that development within *designated growth areas* is orderly and aligns with the timely provision of the *infrastructure* and *public service facilities*.

### 2.3.2 New Settlement Areas and Settlement Area Boundary Expansions

1. In identifying a new *settlement area* or allowing a *settlement area* boundary expansion, planning authorities shall consider the following:
  - a) the need to designate and plan for additional land to accommodate an appropriate range and mix of land uses;
  - b) if there is sufficient capacity in existing or planned *infrastructure* and *public service facilities*;
  - c) whether the applicable lands comprise *specialty crop areas*;
  - d) the evaluation of alternative locations which avoid *prime agricultural areas* and, where avoidance is not possible, consider reasonable alternatives on lower priority agricultural lands in *prime agricultural areas*;
  - e) whether the new or expanded *settlement area* complies with the *minimum distance separation formulae*;
  - f) whether impacts on the *agricultural system* are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible as determined through an *agricultural impact assessment* or equivalent analysis, based on provincial guidance; and
  - g) the new or expanded *settlement area* provides for the phased progression of urban development.
2. Notwithstanding policy 2.3.2.1.b), planning authorities may identify a new *settlement area* only where it has been demonstrated that the *infrastructure* and *public service facilities* to support development are planned or available.

## 2.4 Strategic Growth Areas

### 2.4.1 General Policies for Strategic Growth Areas

1. Planning authorities are encouraged to identify and focus growth and development in *strategic growth areas*.
2. To support the achievement of *complete communities*, a range and mix of *housing options*, *intensification* and more mixed-use development, *strategic growth areas* should be planned:
  - a) to accommodate significant population and employment growth;
  - b) as focal areas for education, commercial, recreational, and cultural uses;
  - c) to accommodate and support the transit network and provide connection points for inter- and intra-regional transit; and
  - d) to support *affordable*, accessible, and equitable housing.

3. Planning authorities should:
  - a) prioritize planning and investment for *infrastructure* and *public service facilities* in *strategic growth areas*;
  - b) identify the appropriate type and scale of development in *strategic growth areas* and the transition of built form to adjacent areas;
  - c) permit *development* and *intensification* in *strategic growth areas* to support the achievement of *complete communities* and a *compact built form*;
  - d) consider a student housing strategy when planning for *strategic growth areas*; and
  - e) support *redevelopment* of commercially-designated retail lands (e.g., underutilized shopping malls and plazas), to support mixed-use residential.

#### 2.4.2 Major Transit Station Areas

1. Planning authorities shall delineate the boundaries of *major transit station areas* on *higher order transit* corridors through a new official plan or official plan amendment adopted under section 26 of the *Planning Act*. The delineation shall define an area within an approximately 500 to 800-metre radius of a transit station and that maximizes the number of potential transit users that are within walking distance of the station.
2. Within *major transit station areas* on *higher order transit* corridors, planning authorities shall plan for a minimum density target of:
  - a) 200 residents and jobs combined per hectare for those that are served by subways;
  - b) 160 residents and jobs combined per hectare for those that are served by light rail or bus rapid transit; or
  - c) 150 residents and jobs combined per hectare for those that are served by commuter or regional rail.
3. Planning authorities are encouraged to promote *development* and *intensification* within *major transit station areas*, where appropriate, by:
  - a) planning for land uses and built form that supports the achievement of minimum density targets; and
  - b) supporting the *redevelopment* of surface parking lots within *major transit station areas*, including commuter parking lots, to be *transit-supportive* and promote *complete communities*.
4. For any particular *major transit station area*, planning authorities may request the Minister to approve an official plan or official plan amendment with a target that is lower than the applicable target established in policy 2.4.2.2, where it has been demonstrated that this target cannot be achieved because:
  - a) *development* is prohibited by provincial policy or severely restricted on a significant portion of the lands within the delineated area; or
  - b) there are a limited number of residents and jobs associated with the built form, but a *major trip generator* or feeder service will sustain high ridership at the station or stop.

5. Planning authorities may plan for *major transit station areas* that are not on *higher order transit corridors* by delineating boundaries and establishing minimum density targets.
6. All *major transit station areas* should be planned and designed to be *transit-supportive* and to achieve *multimodal* access to stations and connections to nearby *major trip generators* by providing, where feasible:
  - a) connections to local and regional transit services to support *transit service integration*;
  - b) *infrastructure* that accommodates a range of mobility needs and supports *active transportation*, including sidewalks, bicycle lanes, and secure bicycle parking; and
  - c) commuter pick-up/drop-off areas.

### 2.4.3 Frequent Transit Corridors

1. Planning authorities shall plan for *intensification* on lands that are adjacent to existing and planned *frequent transit corridors*, where appropriate.

## 2.5 Rural Areas in Municipalities

1. Healthy, integrated and viable *rural areas* should be supported by:
  - a) building upon rural character, and leveraging rural amenities and assets;
  - b) promoting regeneration, including the *redevelopment of brownfield sites*;
  - c) accommodating an appropriate range and mix of housing in rural *settlement areas*;
  - d) using rural *infrastructure* and *public service facilities* efficiently;
  - e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
  - f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
  - g) conserving biodiversity and considering the ecological benefits provided by nature; and
  - h) providing opportunities for economic activities in *prime agricultural areas*, in accordance with policy 4.3.
2. In *rural areas*, rural *settlement areas* shall be the focus of growth and development and their vitality and regeneration shall be promoted.
3. When directing development in rural *settlement areas* in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

Growth and development may be directed to *rural lands* in accordance with policy 2.6, including where a municipality does not have a *settlement area*.

## 2.6 Rural Lands in Municipalities

1. On *rural lands* located in municipalities, permitted uses are:
  - a) the management or use of resources;
  - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
  - c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate *sewage and water services*;
  - d) *agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices*, in accordance with provincial standards;
  - e) home occupations and home industries;
  - f) cemeteries; and
  - g) other rural land uses.
2. Development that can be sustained by rural service levels should be promoted.
3. Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the uneconomical expansion of this *infrastructure*.
4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.
5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

## 2.7 Territory Without Municipal Organization

1. On *rural lands* located in territory without municipal organization, the focus of development activity shall be related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences).
2. Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this *infrastructure*.
3. The establishment of new permanent townsites shall not be permitted.



4. In areas adjacent to and surrounding municipalities, only development that is related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences) shall be permitted. Other uses may only be permitted if:
  - a) the area forms part of a planning area;
  - b) the necessary *infrastructure* and *public service facilities* are planned or available to support the development and are financially viable over their life cycle; and
  - c) it has been determined that the impacts of development will not place an undue strain on the *public service facilities* and *infrastructure* provided by adjacent municipalities, regions and/or the Province.

## 2.8 Employment

### 2.8.1 Supporting a Modern Economy

1. Planning authorities shall promote economic development and competitiveness by:
  - a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
  - b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
  - c) identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;
  - d) encouraging *intensification* of employment uses and compatible, compact, mixed-use development to support the achievement of *complete communities*; and
  - e) addressing land use compatibility adjacent to *employment areas* by providing an appropriate transition to *sensitive land uses*.
2. Industrial, manufacturing and small-scale warehousing uses that could be located adjacent to *sensitive land uses* without *adverse effects* are encouraged in *strategic growth areas* and other mixed-use areas where *frequent transit* service is available, outside of *employment areas*.
3. In addition to policy 3.5, on lands within 300 metres of *employment areas*, *development* shall avoid, or where avoidance is not possible, minimize and mitigate potential impacts on the long-term economic viability of employment uses within existing or planned *employment areas*, in accordance with provincial guidelines.
4. Major office and major institutional development should be directed to *major transit station areas* or other *strategic growth areas* where *frequent transit* service is available.

### 2.8.2 Employment Areas

1. Planning authorities shall plan for, protect and preserve *employment areas* for current and future uses, and ensure that the necessary *infrastructure* is provided to support current and projected needs.
2. Planning authorities shall protect *employment areas* that are located in proximity to *major goods movement facilities and corridors*, including facilities and corridors identified in provincial transportation plans, for the *employment area* uses that require those locations.
3. Planning authorities shall designate, protect and plan for all *employment areas* in *settlement areas* by:
  - a) planning for *employment area* uses over the long-term that require those locations including manufacturing, research and development in connection with manufacturing, warehousing and goods movement, and associated retail and office uses and ancillary facilities;
  - b) prohibiting residential uses, commercial uses, *public service facilities* and other institutional uses;
  - c) prohibiting retail and office uses that are not associated with the primary employment use;
  - d) prohibiting other *sensitive land uses* that are not ancillary to uses permitted in the *employment area*; and
  - e) including an appropriate transition to adjacent non-*employment areas* to ensure land use compatibility and economic viability.
4. Planning authorities shall assess and update *employment areas* identified in official plans to ensure that this designation is appropriate to the planned function of *employment areas*. In planning for *employment areas*, planning authorities shall maintain land use compatibility between *sensitive land uses* and *employment areas* in accordance with policy 3.5 to maintain the long-term operational and economic viability of the planned uses and function of these areas.

5. Planning authorities may remove lands from *employment areas* only where it has been demonstrated that:
  - a) there is an identified need for the removal and the land is not required for *employment area* uses over the long term;
  - b) the proposed uses would not negatively impact the overall viability of the *employment area* by:
    1. avoiding, or where avoidance is not possible, minimizing and mitigating potential impacts to existing or planned *employment area* uses in accordance with policy 3.5;
    2. maintaining access to *major goods movement facilities and corridors*;
  - c) existing or planned *infrastructure* and *public service facilities* are available to accommodate the proposed uses; and
  - d) the municipality has sufficient employment lands to accommodate projected employment growth to the horizon of the approved official plan.

## 2.9 Energy Conservation, Air Quality and Climate Change

1. Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the *impacts of a changing climate* through approaches that:
  - a) support the achievement of compact, *transit-supportive*, and *complete communities*;
  - b) incorporate climate change considerations in planning for and the development of *infrastructure*, including stormwater management systems, and *public service facilities*;
  - c) support energy conservation and efficiency;
  - d) promote *green infrastructure*, *low impact development*, and *active transportation*, protect the environment and improve air quality; and
  - e) take into consideration any additional approaches that help reduce greenhouse gas emissions and build community resilience to the *impacts of a changing climate*.

## Chapter 3: Infrastructure and Facilities

### 3.1 General Policies for Infrastructure and Public Service Facilities

1. *Infrastructure and public service facilities* shall be provided in an efficient manner while accommodating projected needs.

Planning for *infrastructure and public service facilities* shall be coordinated and integrated with land use planning and growth management so that they:

- a) are financially viable over their life cycle, which may be demonstrated through asset management planning;
  - b) leverage the capacity of development proponents, where appropriate; and
  - c) are available to meet current and projected needs.
2. Before consideration is given to developing new *infrastructure and public service facilities*:
    - a) the use of existing *infrastructure and public service facilities* should be optimized; and
    - b) opportunities for adaptive re-use should be considered, wherever feasible.
  3. *Infrastructure and public service facilities* should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety in accordance with the policies in Chapter 5: Protecting Public Health and Safety.
  4. *Public service facilities* should be planned and co-located with one another, along with parks and open space where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and *active transportation*.
  5. Planning authorities, in collaboration with school boards, should consider and encourage innovative approaches in the design of schools and associated child care facilities, such as schools integrated in high-rise developments, in *strategic growth areas*, and other areas with a *compact built form*.

### 3.2 Transportation Systems

1. *Transportation systems* should be provided which are safe, energy efficient, facilitate the movement of people and goods, are appropriate to address projected needs, and support the use of zero- and low- emission vehicles.
2. Efficient use should be made of existing and planned *infrastructure*, including through the use of *transportation demand management* strategies, where feasible.

3. As part of a *multimodal transportation system*, connectivity within and among *transportation systems* and modes should be planned for, maintained and, where possible, improved, including connections which cross jurisdictional boundaries.

### 3.3 Transportation and Infrastructure Corridors

1. Planning authorities shall plan for and protect corridors and rights-of-way for *infrastructure*, including transportation, transit, and electricity generation facilities and transmission systems to meet current and projected needs.
2. *Major goods movement facilities and corridors* shall be protected for the long term.
3. Planning authorities shall not permit *development* in *planned corridors* that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.

New *development* proposed on *adjacent lands* to existing or *planned corridors* and transportation facilities should be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, or where avoidance is not possible, minimize and mitigate *negative impacts* on and *adverse effects* from the corridor and transportation facilities.

4. The preservation and reuse of abandoned corridors for purposes that maintain the corridor's integrity and continuous linear characteristics should be encouraged, wherever feasible.
5. The co-location of linear *infrastructure* should be promoted, where appropriate.

### 3.4 Airports, Rail and Marine Facilities

1. Planning for land uses in the vicinity of *airports*, *rail facilities* and *marine facilities* shall be undertaken so that:
  - a) their long-term operation and economic role is protected; and
  - b) *airports*, *rail facilities* and *marine facilities*, and *sensitive land uses* are appropriately designed, buffered and/or separated from each other, in accordance with policy 3.5.
2. *Airports* shall be protected from incompatible land uses and development by:
  - a) prohibiting new residential *development* and other *sensitive land uses* in areas near *airports* above 30 NEF/NEP;
  - b) considering redevelopment of existing residential uses and other sensitive land uses or infilling of residential and other sensitive land uses in areas above 30 NEF/NEP only if it has been demonstrated that there will be no negative impacts on the long-term function of the *airport*; and
  - c) prohibiting land uses which may cause a potential aviation safety hazard.

### 3.5 Land Use Compatibility

1. *Major facilities* and *sensitive land uses* shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential *adverse effects* from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of *major facilities* in accordance with provincial guidelines, standards and procedures.
2. Where avoidance is not possible in accordance with policy 3.5.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other *major facilities* that are vulnerable to encroachment by ensuring that the planning and *development* of proposed adjacent *sensitive land uses* is only permitted if potential *adverse affects* to the proposed *sensitive land use* are minimized and mitigated, and potential impacts to industrial, manufacturing or other *major facilities* are minimized and mitigated in accordance with provincial guidelines, standards and procedures.

### 3.6 Sewage, Water and Stormwater

1. Planning for *sewage and water services* shall:
  - a) accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing *municipal sewage services* and *municipal water services* and existing *private communal sewage services* and *private communal water services*;
  - b) ensure that these services are provided in a manner that:
    1. can be sustained by the water resources upon which such services rely;
    2. is feasible and financially viable over their life cycle;
    3. protects human health and safety, and the natural environment, including the *quality and quantity of water*; and
    4. aligns with comprehensive municipal planning for these services, where applicable.
  - c) promote water and energy conservation and efficiency;
  - d) integrate servicing and land use considerations at all stages of the planning process;
  - e) consider opportunities to allocate, and re-allocate if necessary, the unused system capacity of *municipal water services* and *municipal sewage services* to support efficient use of these services to meet current and projected needs for increased housing supply; and
  - f) be in accordance with the servicing options outlined through policies 3.6.2, 3.6.3, 3.6.4 and 3.6.5.
2. *Municipal sewage services* and *municipal water services* are the preferred form of servicing for *settlement areas* to support protection of the environment and minimize potential risks to human health and safety. For clarity, *municipal sewage services* and *municipal water services* include both centralized servicing systems and decentralized servicing systems.



3. Where *municipal sewage services* and *municipal water services* are not available, planned or feasible, *private communal sewage services* and *private communal water services* are the preferred form of servicing for multi-unit/lot *development* to support protection of the environment and minimize potential risks to human health and safety.
4. Where *municipal sewage services* and *municipal water services* or *private communal sewage services* and *private communal water services* are not available, planned or feasible, *individual on-site sewage services* and *individual on-site water services* may be used provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.

At the time of the official plan review or update, planning authorities should assess the long-term impacts of *individual on-site sewage services* and *individual on-site water services* on environmental health and the financial viability or feasibility of other forms of servicing set out in policies 3.6.2 and 3.6.3.

5. *Partial services* shall only be permitted in the following circumstances:
  - a) where they are necessary to address failed *individual on-site sewage services* and *individual on-site water services* in existing development;
  - b) within *settlement areas*, to allow for infilling and minor rounding out of existing development on *partial services* provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*; or
  - c) within rural *settlement areas* where new development will be serviced by *individual on-site water services* in combination with *municipal sewage services* or *private communal sewage services*.
6. In rural areas, where *partial services* have been provided to address failed services in accordance with policy 3.6.5.a), infilling on existing lots of record may be permitted where this would represent a logical and financially viable connection to the existing *partial service* and provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.
7. Planning authorities may allow lot creation where there is confirmation of sufficient *reserve sewage system capacity* and *reserve water system capacity*.

8. Planning for stormwater management shall:
- a) be integrated with planning for *sewage and water services* and ensure that systems are optimized, retrofitted as appropriate, feasible and financially viable over their full life cycle;
  - b) minimize, or, where possible, prevent or reduce increases in stormwater volumes and contaminant loads;
  - c) minimize erosion and changes in water balance including through the use of *green infrastructure*;
  - d) mitigate risks to human health, safety, property and the environment;
  - e) maximize the extent and function of vegetative and pervious surfaces;
  - f) promote best practices, including stormwater attenuation and re-use, water conservation and efficiency, and *low impact development*; and
  - g) align with any comprehensive municipal plans for stormwater management that consider cumulative impacts of stormwater from development on a *watershed* scale.

### 3.7 Waste Management

1. *Waste management systems* need to be planned for and provided that are of an appropriate size, type, and location to accommodate present and future requirements, and facilitate integrated waste management.

### 3.8 Energy Supply

1. Planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems, *energy storage systems*, district energy, *renewable energy systems*, and *alternative energy systems*, to accommodate current and projected needs.

### 3.9 Public Spaces, Recreation, Parks, Trails and Open Space

1. Healthy, active, and inclusive communities should be promoted by:
  - a) planning public streets, spaces and facilities to be safe, meet the needs of persons of all ages and abilities, including pedestrians, foster social interaction and facilitate *active transportation* and community connectivity;
  - b) planning and providing for the needs of persons of all ages and abilities in the distribution of a full range of publicly-accessible built and natural settings for recreation, including facilities, parklands, public spaces, open space areas, trails and linkages, and, where practical, water-based resources;
  - c) providing opportunities for public access to shorelines; and
  - d) recognizing provincial parks, conservation reserves, and other protected areas, and minimizing negative impacts on these areas.

## Chapter 4: Wise Use and Management of Resources

### 4.1 Natural Heritage

1. Natural features and areas shall be protected for the long term.
2. The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognizing linkages between and among *natural heritage features and areas*, *surface water features* and *ground water features*.
3. *Natural heritage systems* shall be identified in Ecoregions 6E & 7E<sup>1</sup>, recognizing that *natural heritage systems* will vary in size and form in *settlement areas*, *rural areas*, and *prime agricultural areas*.
4. *Development* and *site alteration* shall not be permitted in:
  - a) *significant wetlands* in Ecoregions 5E, 6E and 7E<sup>1</sup>; and
  - b) *significant coastal wetlands*.
5. *Development* and *site alteration* shall not be permitted in:
  - a) *significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E and 7E<sup>1</sup>;
  - b) *significant woodlands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)<sup>1</sup>;
  - c) *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)<sup>1</sup>;
  - d) *significant wildlife habitat*;
  - e) *significant areas of natural and scientific interest*; and
  - f) *coastal wetlands* in Ecoregions 5E, 6E and 7E<sup>1</sup> that are not subject to policy 4.1.4.b),  
  
unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.
6. *Development* and *site alteration* shall not be permitted in *fish habitat* except in accordance with *provincial and federal requirements*.
7. *Development* and *site alteration* shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with *provincial and federal requirements*.

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<sup>1</sup> Ecoregions 5E, 6E and 7E are shown on Figure 1.

8. *Development and site alteration* shall not be permitted on *adjacent lands* to the *natural heritage features and areas* identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the *ecological function* of the *adjacent lands* has been evaluated and it has been demonstrated that there will be no *negative impacts* on the natural features or on their *ecological functions*.
9. Nothing in policy 4.1 is intended to limit the ability of *agricultural uses* to continue.

## 4.2 Water

1. Planning authorities shall protect, improve or restore the *quality and quantity of water* by:
  - a) using the *watershed* as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development;
  - b) minimizing potential *negative impacts*, including cross-jurisdictional and cross-*watershed* impacts;
  - c) identifying *water resource systems*;
  - d) maintaining linkages and functions of *water resource systems*;
  - e) implementing necessary restrictions on *development and site alteration* to:
    1. protect all municipal drinking water supplies and *designated vulnerable areas*; and
    2. protect, improve or restore *vulnerable* surface and ground water, and their *hydrologic functions*;
  - f) planning for efficient and sustainable use of water resources, through practices for water conservation and sustaining water quality; and
  - g) ensuring consideration of environmental lake capacity, where applicable.
2. *Development and site alteration* shall be restricted in or near *sensitive surface water features* and *sensitive ground water features* such that these features and their related *hydrologic functions* will be protected, improved or restored, which may require mitigative measures and/or alternative development approaches.
3. Municipalities are encouraged to undertake, and *large and fast-growing municipalities* shall undertake *watershed planning* to inform planning for *sewage and water services* and stormwater management, including *low impact development*, and the protection, improvement or restoration of the *quality and quantity of water*.
4. Despite policy 4.2.3, where planning is conducted by an upper-tier municipality that includes one or more lower-tier *large and fast-growing municipalities*, the upper-tier municipality shall undertake *watershed planning* in partnership with lower-tier municipalities, including lower-tier *large and fast-growing municipalities*.
5. All municipalities undertaking *watershed planning* are encouraged to collaborate with applicable conservation authorities.

## 4.3 Agriculture

### 4.3.1 General Policies for Agriculture

1. Planning authorities are required to use an *agricultural system* approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the *agri-food network*.
2. As part of the agricultural land base, *prime agricultural areas*, including *specialty crop areas*, shall be designated and protected for long-term use for agriculture.
3. *Specialty crop areas* shall be given the highest priority for protection, followed by Canada Land Inventory Class 1, 2, and 3 lands, and any associated Class 4 through 7 lands within the *prime agricultural area*, in this order of priority.

### 4.3.2 Permitted Uses

1. In *prime agricultural areas*, permitted uses and activities are: *agricultural uses*, *agriculture-related uses* and *on-farm diversified uses* based on provincial guidance.

Proposed *agriculture-related uses* and *on-farm diversified uses* shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on provincial guidance or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

2. In *prime agricultural areas*, all types, sizes and intensities of *agricultural uses* and *normal farm practices* shall be promoted and protected in accordance with provincial standards.
3. New land uses in *prime agricultural areas*, including the creation of lots and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.
4. A principal dwelling associated with an agricultural operation shall be permitted in *prime agricultural areas* as an *agricultural use*, in accordance with provincial guidance, except where prohibited in accordance with policy 4.3.3.1.c).

5. Where a residential dwelling is permitted on a lot in a *prime agricultural area*, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that, where two additional residential units are proposed, at least one of these additional residential units is located within or attached to the principal dwelling, and any additional residential units:
  - a) comply with the *minimum distance separation formulae*;
  - b) are compatible with, and would not hinder, surrounding agricultural operations;
  - c) have appropriate *sewage and water services*;
  - d) address any public health and safety concerns;
  - e) are of limited scale and are located within, attached, or in close proximity to the principal dwelling or farm building cluster; and
  - f) minimize land taken out of agricultural production.

Lots with additional residential units may only be severed in accordance with policy 4.3.3.1.c).

6. For greater certainty, the two additional residential units that are permitted on a lot in a *prime agricultural area* in accordance with policy 4.3.2.5 are in addition to farm worker housing permitted as an *agricultural use*.

#### 4.3.3 Lot Creation and Lot Adjustments

1. Lot creation in *prime agricultural areas* is discouraged and may only be permitted in accordance with provincial guidance for:
  - a) *agricultural uses*, provided that the lots are of a size appropriate for the type of *agricultural use(s)* common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;
  - b) *agriculture-related uses*, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*;
  - c) one new residential lot per farm consolidation for a *residence surplus to an agricultural operation*, provided that:
    1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
    2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective; and
  - d) *infrastructure*, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.
2. Lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons*.



3. The creation of new residential lots in *prime agricultural areas* shall not be permitted, except in accordance with policy 4.3.3.1.c).

#### 4.3.4 Removal of Land from Prime Agricultural Areas

1. Planning authorities may only exclude land from *prime agricultural areas* for expansions of or identification of *settlement areas* in accordance with policy 2.3.2.

#### 4.3.5 Non-Agricultural Uses in Prime Agricultural Areas

1. Planning authorities may only permit non-agricultural uses in *prime agricultural areas* for:
  - a) extraction of *minerals, petroleum resources* and *mineral aggregate resources*; or
  - b) limited non-residential uses, provided that all of the following are demonstrated:
    1. the land does not comprise a *specialty crop area*;
    2. the proposed use complies with the *minimum distance separation formulae*;
    3. there is an identified need within the planning horizon identified in the official plan as provided for in policy 2.1.3 for additional land to accommodate the proposed use; and
    4. alternative locations have been evaluated, and
      - i. there are no reasonable alternative locations which avoid *prime agricultural areas*; and
      - ii. there are no reasonable alternative locations in *prime agricultural areas* with lower priority agricultural lands.
2. Impacts from any new or expanding non-agricultural uses on the *agricultural system* are to be avoided, or where avoidance is not possible, minimized and mitigated as determined through an *agricultural impact assessment* or equivalent analysis, based on provincial guidance.

#### 4.3.6 Supporting Local Food and the Agri-food Network

1. Planning authorities are encouraged to support local food, facilitate near-urban and *urban agriculture*, and foster a robust *agri-food network*.

## 4.4 Minerals and Petroleum

### 4.4.1 General Policies for Minerals and Petroleum

1. *Minerals* and *petroleum resources* shall be protected for long-term use.

### 4.4.2 Protection of Long-Term Resource Supply

1. *Mineral mining operations* and *petroleum resource operations* shall be identified and protected from *development* and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact.

2. Known *mineral deposits*, known *petroleum resources* and *significant areas of mineral potential* shall be identified, and *development* and activities in these resources or on *adjacent lands* which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:
  - a) resource use would not be feasible; or
  - b) the proposed land use or development serves a greater long-term public interest; and
  - c) issues of public health, public safety and environmental impact are addressed.

#### 4.4.3 Rehabilitation

1. Rehabilitation to accommodate subsequent land uses shall be required after extraction and other related activities have ceased. Progressive rehabilitation should be undertaken wherever feasible.

#### 4.4.4 Extraction in Prime Agricultural Areas

1. Extraction of *minerals* and *petroleum resources* is permitted in *prime agricultural areas* provided that the site will be rehabilitated.

### 4.5 Mineral Aggregate Resources

#### 4.5.1 General Policies for Mineral Aggregate Resources

1. *Mineral aggregate resources* shall be protected for long-term use and, where provincial information is available, *deposits of mineral aggregate resources* shall be identified.

#### 4.5.2 Protection of Long-Term Resource Supply

1. As much of the *mineral aggregate resources* as is realistically possible shall be made available as close to markets as possible.

Demonstration of need for *mineral aggregate resources*, including any type of supply/demand analysis, shall not be required, notwithstanding the availability, designation or licensing for extraction of *mineral aggregate resources* locally or elsewhere.

2. Extraction shall be undertaken in a manner which minimizes social, economic and environmental impacts.
3. *Mineral aggregate resource conservation* shall be undertaken, including through the use of accessory aggregate recycling facilities within operations, wherever feasible.

4. *Mineral aggregate operations* shall be protected from *development* and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact. Existing *mineral aggregate operations* shall be permitted to continue without the need for official plan amendment, rezoning or development permit under the *Planning Act*. Where the *Aggregate Resources Act* applies, only processes under the *Aggregate Resources Act* shall address the depth of extraction of new or existing *mineral aggregate operations*. When a license for extraction or operation ceases to exist, policy 4.5.2.5 continues to apply.
5. In known *deposits of mineral aggregate resources* and on *adjacent lands*, *development* and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:
  - a) resource use would not be feasible; or
  - b) the proposed land use or development serves a greater long-term public interest; and
  - c) issues of public health, public safety and environmental impact are addressed.

#### 4.5.3 Rehabilitation

1. Progressive and final rehabilitation shall be required to accommodate subsequent land uses, to promote land use compatibility, to recognize the interim nature of extraction, and to mitigate negative impacts to the extent possible. Final rehabilitation shall take surrounding land use and approved land use designations into consideration.
2. *Comprehensive rehabilitation* planning is encouraged where there is a concentration of mineral aggregate operations.
3. In parts of the Province not designated under the *Aggregate Resources Act*, rehabilitation standards that are compatible with those under the Act should be adopted for extraction operations on private lands.

#### 4.5.4 Extraction in Prime Agricultural Areas

1. In *prime agricultural areas*, on *prime agricultural land*, extraction of *mineral aggregate resources* is permitted as an interim use provided that:
  - a) impacts to the *prime agricultural areas* are addressed, in accordance with policy 4.3.5.2; and
  - b) the site will be rehabilitated back to an *agricultural condition*.
2. Despite policy 4.5.4.1.b), complete rehabilitation to an *agricultural condition* is not required if:
  - a) the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible; and
  - b) agricultural rehabilitation in remaining areas is maximized.

#### 4.5.5 Wayside Pits and Quarries, Portable Asphalt Plants and Portable Concrete Plants

1. *Wayside pits and quarries, portable asphalt plants and portable concrete plants* used on public authority contracts shall be permitted, without the need for an official plan amendment, rezoning, or development permit under the *Planning Act* in all areas, except those areas of existing development or particular environmental sensitivity which have been determined to be incompatible with extraction and associated activities.

### 4.6 Cultural Heritage and Archaeology

1. *Protected heritage property*, which may contain *built heritage resources* or *cultural heritage landscapes*, shall be *conserved*.
2. Planning authorities shall not permit *development* and *site alteration* on lands containing *archaeological resources* or *areas of archaeological potential* unless the *significant archaeological resources* have been *conserved*.
3. Planning authorities shall not permit *development* and *site alteration* on *adjacent lands* to *protected heritage property* unless the *heritage attributes* of the *protected heritage property* will be *conserved*.
4. Planning authorities are encouraged to develop and implement:
  - a) archaeological management plans for conserving *archaeological resources*; and
  - b) proactive strategies for conserving *significant built heritage resources* and *cultural heritage landscapes*.
5. Planning authorities shall engage early with Indigenous communities and ensure their interests are considered when identifying, protecting and managing *archaeological resources, built heritage resources* and *cultural heritage landscapes*.

## Chapter 5: Protecting Public Health and Safety

### 5.1 General Policies for Natural and Human-Made Hazards

1. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.

### 5.2 Natural Hazards

1. Planning authorities shall, in collaboration with conservation authorities where they exist, identify *hazardous lands* and *hazardous sites* and manage development in these areas, in accordance with provincial guidance.
2. Development shall generally be directed to areas outside of:
  - a) *hazardous lands* adjacent to the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes* which are impacted by *flooding hazards, erosion hazards* and/or *dynamic beach hazards*;
  - b) *hazardous lands* adjacent to *river, stream and small inland lake systems* which are impacted by *flooding hazards* and/or *erosion hazards*; and
  - c) *hazardous sites*.
3. *Development* and *site alteration* shall not be permitted within:
  - a) the *dynamic beach hazard*;
  - b) *defined portions of the flooding hazard along connecting channels* (the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers);
  - c) areas that would be rendered inaccessible to people and vehicles during times of *flooding hazards, erosion hazards* and/or *dynamic beach hazards*, unless it has been demonstrated that the site has safe access appropriate for the nature of the *development* and the natural hazard; and
  - d) a *floodway* regardless of whether the area of inundation contains high points of land not subject to flooding.
4. Planning authorities shall prepare for the *impacts of a changing climate* that may increase the risk associated with natural hazards.

5. Despite policy 5.2.3, *development* and *site alteration* may be permitted in certain areas associated with the *flooding hazard* along *river, stream and small inland lake systems*:
  - a) in those exceptional situations where a *Special Policy Area* has been approved. The designation of a *Special Policy Area*, and any change or modification to the official plan policies, land use designations or boundaries applying to *Special Policy Area* lands, must be approved by the Ministers of Municipal Affairs and Housing and Natural Resources and Forestry prior to the approval authority approving such changes or modifications; or
  - b) where the *development* is limited to uses which by their nature must locate within the *floodway*, including flood and/or erosion control works or minor additions or passive non-structural uses which do not affect flood flows.
6. *Development* shall not be permitted to locate in *hazardous lands* and *hazardous sites* where the use is:
  - a) an *institutional use* including hospitals, long-term care homes, retirement homes, pre-schools, school nurseries, day cares and schools;
  - b) an *essential emergency service* such as that provided by fire, police, and ambulance stations and electrical substations; or
  - c) uses associated with the disposal, manufacture, treatment or storage of *hazardous substances*.
7. Where the *two zone concept* for *flood plains* is applied, *development* and *site alteration* may be permitted in the *flood fringe*, subject to appropriate floodproofing to the *flooding hazard* elevation or another *flooding hazard* standard approved by the Minister of Natural Resources and Forestry.
8. Further to policy 5.2.7, and except as prohibited in policies 5.2.3 and 5.2.6, *development* and *site alteration* may be permitted in those portions of *hazardous lands* and *hazardous sites* where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards, and where all of the following are demonstrated and achieved:
  - a) *development and site alteration* is carried out in accordance with *floodproofing standards, protection works standards, and access standards*;
  - b) vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion and other emergencies;
  - c) new hazards are not created and existing hazards are not aggravated; and
  - d) no adverse environmental impacts will result.
9. *Development* shall generally be directed to areas outside of lands that are unsafe for development due to the presence of *hazardous forest types for wildland fire*.

*Development* may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.



### 5.3 Human-Made Hazards

1. Development on, abutting or adjacent to lands affected by *mine hazards; oil, gas and salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource operations* may be permitted only if rehabilitation or other measures to address and mitigate known or suspected hazards are under way or have been completed.
2. Sites with contaminants in land or water shall be assessed and remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no *adverse effects*.

## Chapter 6: Implementation and Interpretation

### 6.1 General Policies for Implementation and Interpretation

1. The Provincial Planning Statement shall be read in its entirety and all relevant policies are to be applied to each situation.
2. The Provincial Planning Statement shall be implemented in a manner that is consistent with the recognition and affirmation of existing Aboriginal and treaty rights in section 35 of the *Constitution Act, 1982*.
3. The Provincial Planning Statement shall be implemented in a manner that is consistent with *Ontario Human Rights Code* and the *Canadian Charter of Rights and Freedoms*.
4. When implementing the Provincial Planning Statement, the Minister of Municipal Affairs and Housing may make decisions that take into account other considerations to balance government priorities.
5. Official plans shall identify provincial interests and set out appropriate land use designations and policies. Official plans shall provide clear, reasonable and attainable policies to protect provincial interests and facilitate development in suitable areas.

In order to protect provincial interests, planning authorities shall keep their official plans up-to-date with the Provincial Planning Statement. The policies of the Provincial Planning Statement continue to apply after adoption and approval of an official plan.

6. Planning authorities shall keep their zoning and development permit by-laws up-to-date with their official plans and the Provincial Planning Statement by establishing permitted uses, minimum densities, heights and other development standards to accommodate growth and development.
7. Where a planning authority must decide on a planning matter before their official plan has been updated to be consistent with the Provincial Planning Statement, or before other applicable planning instruments have been updated accordingly, it must still make a decision that is consistent with the Provincial Planning Statement.
8. In addition to land use approvals under the *Planning Act*, *infrastructure* may also have requirements under other legislation and regulations. For example, an environmental assessment process may be required for new *infrastructure* and modifications to existing *infrastructure* under applicable legislation.

Wherever possible and practical, approvals under the *Planning Act* and other legislation or regulations should be integrated provided the intent and requirements of both processes are met.

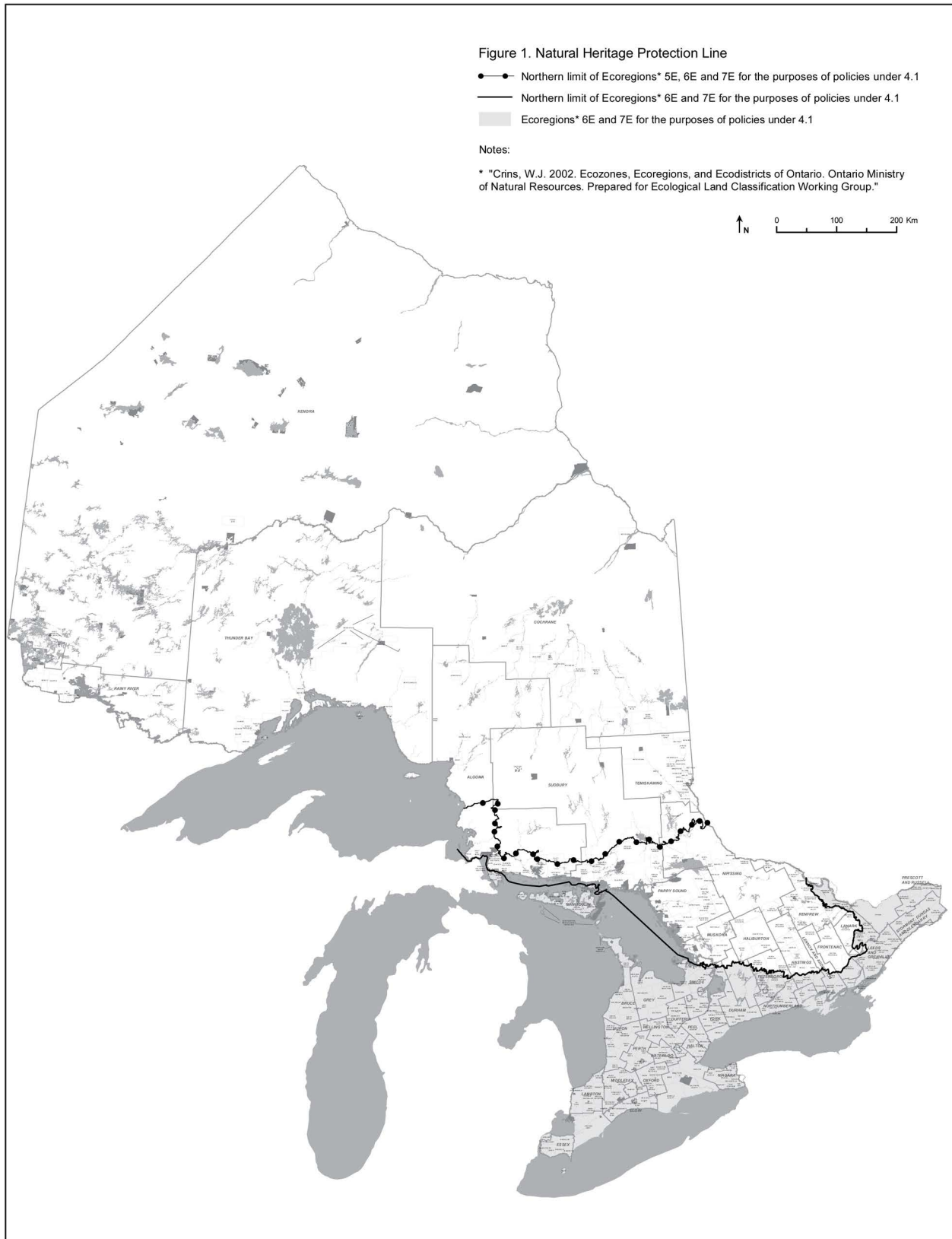
9. To assess progress on implementation of the Provincial Planning Statement, the Province may:
  - a) identify key indicators to measure the outcomes, relevance and efficiency of the policies in the Provincial Planning Statement in consultation with municipalities, Indigenous communities, other public bodies and stakeholders;
  - b) monitor and assess the implementation of the Provincial Planning Statement through the collection and analysis of data under each indicator; and
  - c) consider the resulting assessment in each review of the Provincial Planning Statement.
10. Municipalities are encouraged to monitor and report on the implementation of the policies in their official plans, in accordance with any requirements for reporting planning information to the Province, data standards, and including through any other guidelines that may be issued by the Minister.
11. *Strategic growth areas* and *designated growth areas* are not land use designations and their delineation does not confer any new land use designations, nor alter existing land use designations. Any development on lands within the boundary of these identified areas is still subject to the relevant provincial and municipal land use planning policies and approval processes.
12. Density targets represent minimum standards and planning authorities are encouraged to go beyond these minimum targets, where appropriate, except where doing so would conflict with any policy of the Provincial Planning Statement or any other provincial plan.
13. Minimum density targets will be revisited at the time of each official plan update to ensure the target is appropriate.

## 6.2 Coordination

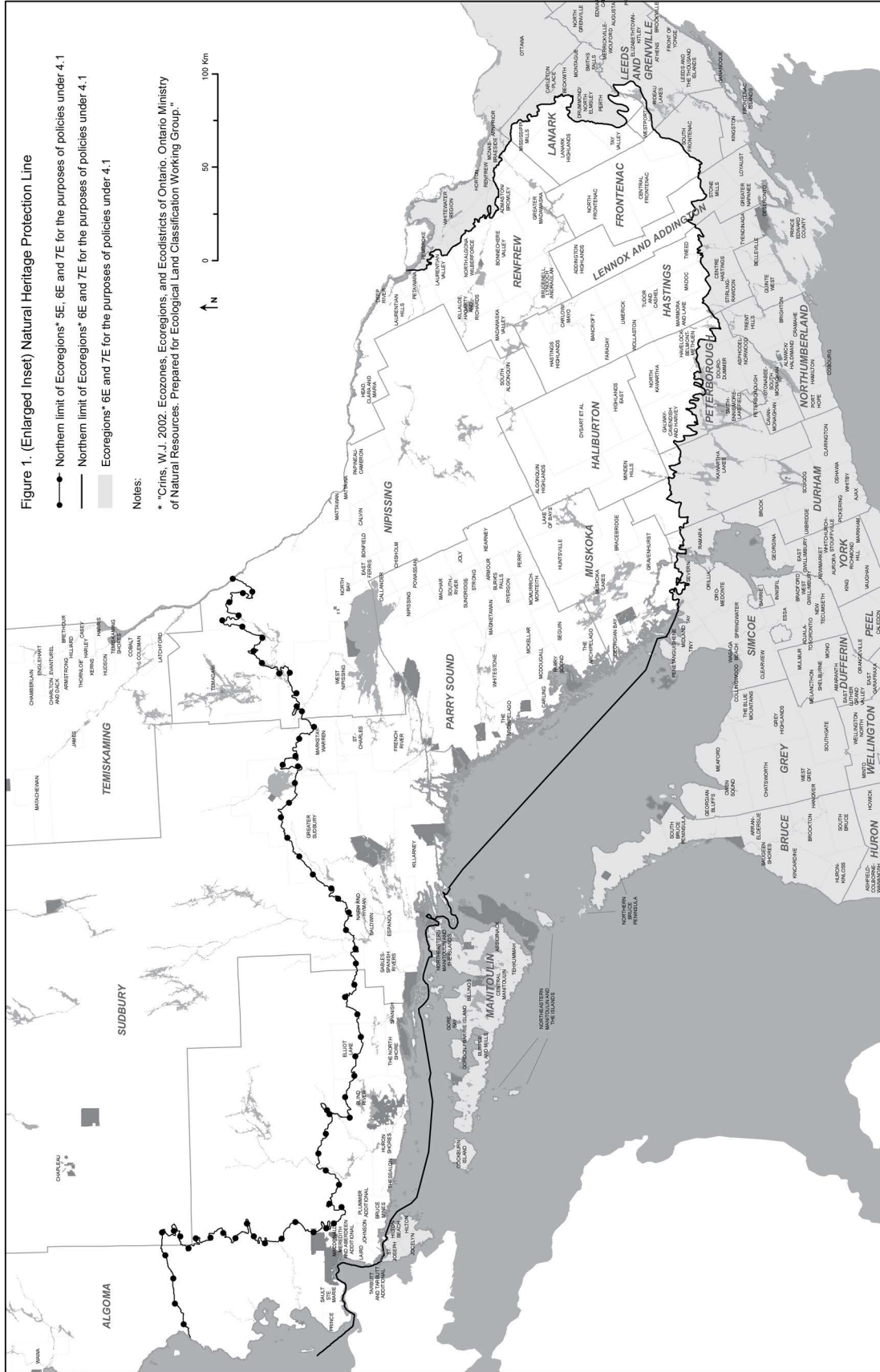
1. A coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities, across lower, single and/or upper-tier municipal boundaries, and with other orders of government, agencies, boards, and Service Managers including:
  - a) managing and/or promoting growth and development that is integrated with planning for *infrastructure* and *public service facilities*, including schools and associated child care facilities;
  - b) economic development strategies;
  - c) managing natural heritage, water, agricultural, mineral, and cultural heritage and archaeological resources;
  - d) *infrastructure, multimodal transportation systems, public service facilities and waste management systems*;
  - e) ecosystem, shoreline, watershed, and Great Lakes related issues;
  - f) natural and human-made hazards;
  - g) population, housing and employment projections, based on *regional market areas*, as appropriate; and
  - h) addressing housing needs in accordance with provincial housing policies and plans, including those that address homelessness.
2. Planning authorities shall undertake early engagement with Indigenous communities and coordinate on land use planning matters to facilitate knowledge-sharing, support consideration of Indigenous interests in land use decision-making and support the identification of potential impacts of decisions on the exercise of Aboriginal or treaty rights.
3. Planning authorities are encouraged to engage the public and stakeholders early in local efforts to implement the Provincial Planning Statement, and to provide the necessary information to ensure the informed involvement of local citizens, including equity-deserving groups.
4. Planning authorities and school boards shall collaborate to facilitate early and integrated planning for schools and associated child care facilities to meet current and future needs.
5. Planning authorities shall collaborate with publicly-assisted post-secondary institutions, where they exist, to facilitate early and integrated planning for student housing that considers the full range of *housing options* near existing and planned post-secondary institutions to meet current and future needs.
6. Further to policy 6.2.5, planning authorities should collaborate with publicly-assisted post-secondary institutions on the development of a student housing strategy that includes consideration of off-campus housing targeted to students.

7. Planning authorities should coordinate emergency management and other economic, environmental and social planning considerations to support efficient and resilient communities.
8. Municipalities, the Province, and other appropriate stakeholders are encouraged to undertake a coordinated approach to planning for large areas with high concentrations of employment uses that cross municipal boundaries.
9. Where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with lower-tier municipalities shall:
  - a) identify and allocate population, housing and employment projections for lower-tier municipalities;
  - b) identify areas where growth and development will be focused, including *strategic growth areas*, and establish any applicable minimum density targets;
  - c) identify minimum density targets for growth and development taking place in new or expanded *settlement areas*, where applicable; and
  - d) provide policy direction for the lower-tier municipalities on matters that cross municipal boundaries.
10. Where there is no upper-tier municipality or where planning is not conducted by an upper-tier municipality, planning authorities shall ensure that policy 6.2.9 is addressed as part of the planning process, and should coordinate these matters with adjacent planning authorities.

## 7: Figure 1 – Natural Heritage Protection Line







## 8: Definitions

**Access standards:** means methods or procedures to ensure safe vehicular and pedestrian movement, and access for the maintenance and repair of protection works, during times of *flooding hazards, erosion hazards and/or other water-related hazards*.

**Active transportation:** means human-powered travel, including but not limited to, walking, cycling, inline skating and travel with the use of mobility aids, including motorized wheelchairs and other power-assisted devices moving at a comparable speed.

**Additional needs housing:** means any housing, including dedicated facilities, in whole or in part, that is used by people who have specific needs beyond economic needs, including but not limited to, needs such as mobility requirements or support functions required for daily living. Examples of *additional needs housing* may include, but are not limited to long-term care homes, adaptable and accessible housing, and housing for persons with disabilities such as physical, sensory or mental health disabilities, and housing for older persons.

**Adjacent lands:** means

- a) for the purposes of policy 3.3.3, those lands contiguous to existing or *planned corridors* and transportation facilities where *development* would have a negative impact on the corridor or facility. The extent of the *adjacent lands* may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives;
- b) for the purposes of policy 4.1.8, those lands contiguous to a specific *natural heritage feature or area* where it is likely that *development* or *site alteration* would have a *negative impact* on the feature or area. The extent of the *adjacent lands* may be recommended by the Province or based on municipal approaches which achieve the same objectives;

- c) for the purposes of policies 4.4.2.2 and 4.5.2.5, those lands contiguous to lands on the surface of known *petroleum resources, mineral deposits, or deposits of mineral aggregate resources* where it is likely that *development* would constrain future access to the resources. The extent of the *adjacent lands* may be recommended by the Province; and
- d) for the purposes of policy 4.6.3, those lands contiguous to a *protected heritage property* or as otherwise defined in the municipal official plan.

**Adverse effect:** as defined in the *Environmental Protection Act*, means one or more of:

- a) impairment of the quality of the natural environment for any use that can be made of it;
- b) injury or damage to property or plant or animal life;
- c) harm or material discomfort to any person;
- d) an adverse effect on the health of any person;
- e) impairment of the safety of any person;
- f) rendering any property or plant or animal life unfit for human use;
- g) loss of enjoyment of normal use of property; and
- h) interference with normal conduct of business.

**Affordable:** means

- a) in the case of ownership housing, the least expensive of:
  1. housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for *low and moderate income households*; or
  2. housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the municipality;
- b) in the case of rental housing, the least expensive of:
  1. a unit for which the rent does not exceed 30 percent of gross annual household income for *low and moderate income households*; or
  2. a unit for which the rent is at or below the average market rent of a unit in the municipality.

**Agricultural condition:** means

- a) in regard to *specialty crop areas*, a condition in which substantially the same areas and same average soil capability for agriculture are restored, the same range and productivity of specialty crops common in the area can be achieved, and, where applicable, the microclimate on which the site and surrounding area may be dependent for specialty crop production will be maintained, restored or enhanced; and
- b) in regard to *prime agricultural land* outside of *specialty crop areas*, a condition in which substantially the same areas and same average soil capability for agriculture will be maintained, restored or enhanced.

**Agricultural impact assessment:** means the evaluation of potential impacts of non-agricultural uses on the *agricultural system*. An assessment recommends ways to avoid or if avoidance is not possible, minimize and mitigate adverse impacts.

**Agricultural system:** means a system comprised of a group of inter-connected elements that collectively create a viable, thriving agri-food sector. It has two components:

- a) An agricultural land base comprised of *prime agricultural areas*, including *specialty crop areas*. It may also include *rural lands* that help to create a continuous productive land base for agriculture; and
- b) An *agri-food network* which includes agricultural operations, *infrastructure*, services, and assets important to the viability of the agri-food sector.

**Agricultural uses:** means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and housing for farm workers, when the size and nature of the operation requires additional employment.

**Agri-food network:** Within the *agricultural system*, a network that includes elements important to the viability of the agri-food sector such as regional *infrastructure* and transportation networks; agricultural operations including on-farm buildings and primary processing; infrastructure; agricultural services, farm markets, and distributors; and vibrant, agriculture-supportive communities.

**Agri-tourism uses:** means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation.

**Agriculture-related uses:** means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

**Airports:** means all Ontario airports, including designated lands for future airports, with Noise Exposure Forecast (NEF)/Noise Exposure Projection (NEP) mapping.

**Alternative energy system:** means a system that uses sources of energy or energy conversion processes to produce power, heat and/or cooling that significantly reduces the amount of harmful emissions to the environment (air, earth and water) when compared to conventional energy systems.

**Archaeological resources:** includes artifacts, archaeological sites and marine archaeological sites, as defined under the *Ontario Heritage Act*. The identification and evaluation of such resources are based upon archaeological assessments carried out by archaeologists licensed under the *Ontario Heritage Act*.

**Areas of archaeological potential:** means areas with the likelihood to contain *archaeological resources*, as evaluated using the processes and criteria that are established under the *Ontario Heritage Act*.

**Areas of mineral potential:** means areas favourable to the discovery of *mineral deposits* due to geology, the presence of known *mineral deposits* or other technical evidence.

**Areas of natural and scientific interest:** means areas of land and water containing natural landscapes or features that have been identified as having life science or earth science values related to protection, scientific study or education.

**Brownfield sites:** means undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.

**Built heritage resource:** means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community.

**Coastal wetland:** means

- a) any *wetland* that is located on one of the Great Lakes or their connecting channels (Lake St. Clair, St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers); or
- b) any other *wetland* that is on a tributary to any of the above-specified water bodies and lies, either wholly or in part, downstream of a line located 2 kilometres upstream of the 1:100 year floodline (plus wave run-up) of the large water body to which the tributary is connected.

**Compact built form:** means a land use pattern that encourages the efficient use of land, walkable neighbourhoods, mixed land uses (residential, retail, workplace, and institutional) all within one neighbourhood, proximity to transit and reduced need for *infrastructure*. *Compact built form* can include detached and semi-detached houses on small lots as well as townhouses, duplexes, triplexes and walk-up apartments, multi-storey commercial developments, and apartments or offices above retail. Walkable neighbourhoods can be characterized by roads laid out in a well-connected network, destinations that are easily accessible by transit and *active transportation*, sidewalks with minimal interruptions for vehicle access, and a pedestrian-friendly environment along roads.

**Comprehensive rehabilitation:** means rehabilitation of land from which *mineral aggregate resources* have been extracted that is coordinated and complementary, to the extent possible, with the rehabilitation of other sites in an area where there is a high concentration of *mineral aggregate operations*.

**Complete communities:** means places such as mixed-use neighbourhoods or other areas within cities, towns, and *settlement areas* that offer and support opportunities for equitable access to many necessities for daily living for people of all ages and abilities, including an appropriate mix of jobs, a full range of housing, transportation options, *public service facilities*, local stores and services. *Complete communities* are inclusive and may take different shapes and forms appropriate to their contexts to meet the diverse needs of their populations.

**Conserved:** means the identification, protection, management and use of *built heritage resources*, *cultural heritage landscapes* and *archaeological resources* in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by the relevant planning authority and/or decision-maker. Mitigative measures and/or alternative development approaches should be included in these plans and assessments.

**Cultural heritage landscape:** means a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may include features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association.

**Defined portions of the flooding hazard along connecting channels:** means those areas which are critical to the conveyance of the flows associated with the *one hundred year flood level* along the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers, where *development* or *site alteration* will create *flooding hazards*, cause updrift and/or downdrift impacts and/or cause adverse environmental impacts.

**Deposits of mineral aggregate resources:** means an area of identified *mineral aggregate resources*, as delineated in Aggregate Resource Inventory Papers or comprehensive studies prepared using provincial guidance for surficial and bedrock resources, as amended from time to time, that has a sufficient quantity and quality to warrant present or future extraction.

**Designated and available:** means lands designated in the official plan for urban residential use. For municipalities where more detailed official plan policies (e.g., secondary plans) are required before development applications can be considered for approval, only lands that have commenced the more detailed planning process are considered to be *designated and available* for the purposes of this definition.

**Designated growth areas:** means lands within *settlement areas* designated for growth or lands added to *settlement areas* that have not yet been fully developed. *Designated growth areas* include lands which are *designated and available* for residential growth in accordance with policy 2.1.4.a), as well as lands required for employment and other uses.

**Designated vulnerable area:** means areas defined as vulnerable, in accordance with provincial standards, by virtue of their importance as a drinking water source.

**Development:** means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the *Planning Act*, but does not include:

- a) activities that create or maintain *infrastructure* authorized under an environmental assessment process or identified in provincial standards; or
- b) works subject to the *Drainage Act*; or
- c) for the purposes of policy 4.1.4.a), underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as under the *Mining Act*. Instead, those matters shall be subject to policy 4.1.5.a).

**Dynamic beach hazard:** means areas of inherently unstable accumulations of shoreline sediments along the *Great Lakes - St. Lawrence River System* and *large inland lakes*, as identified by provincial standards, as amended from time to time. The *dynamic beach hazard* limit consists of the *floodings hazard* limit plus a dynamic beach allowance.

**Ecological function:** means the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes. These may include biological, physical and socio-economic interactions.

**Employment area:** means those areas designated in an official plan for clusters of business and economic activities including manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities. An *employment area* also includes areas of land described by subsection 1(1.1) of the *Planning Act*. Uses that are excluded from *employment areas* are institutional and commercial, including retail and office not associated with the primary employment use listed above.

**Endangered species:** means a species that is classified as “Endangered Species” on the Species at Risk in Ontario List, as updated and amended from time to time.

**Energy storage system:** means a system or facility that captures energy produced at one time for use at a later time to reduce imbalances between energy demand and energy production, including for example, flywheels, pumped hydro storage, hydrogen storage, fuels storage, compressed air storage, and battery storage.

**Erosion hazard:** means the loss of land, due to human or natural processes, that poses a threat to life and property. The *erosion hazard* limit is determined using considerations that include the 100 year erosion rate (the average annual rate of recession extended over a one hundred year time span), an allowance for slope stability, and an erosion/erosion access allowance.

**Essential emergency service:** means services which would be impaired during an emergency as a result of flooding, the failure of floodproofing measures and/or protection works, and/or erosion.

**Fish:** means fish, which as defined in the *Fisheries Act*, includes fish, shellfish, crustaceans, and marine animals, at all stages of their life cycles.

**Fish habitat:** as defined in the *Fisheries Act*, means water frequented by *fish* and any other areas on which *fish* depend directly or indirectly to carry out their life processes, including spawning grounds and nursery, rearing, food supply, and migration areas.

**Flood fringe:** for *river, stream and small inland lake systems*, means the outer portion of the *flood plain* between the *floodway* and the *floodings hazard* limit. Depths and velocities of flooding are generally less severe in the *flood fringe* than those experienced in the *floodway*.

**Flood plain:** for *river, stream and small inland lake systems*, means the area, usually low lands adjoining a watercourse, which has been or may be subject to *floodings hazards*.



**Flooding hazard:** means the inundation, under the conditions specified below, of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water:

- a) along the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes*, the *flooding hazard* limit is based on the *one hundred year flood level* plus an allowance for *wave effects* and *other water-related hazards*;
- b) along *river, stream and small inland lake systems*, the *flooding hazard* limit is the greater of:
  1. the flood resulting from the rainfall actually experienced during a major storm such as the Hurricane Hazel storm (1954) or the Timmins storm (1961), transposed over a specific watershed and combined with the local conditions, where evidence suggests that the storm event could have potentially occurred over watersheds in the general area;
  2. the *one hundred year flood*; and
  3. a flood which is greater than 1. or 2. which was actually experienced in a particular watershed or portion thereof, for example, as a result of ice jams and which has been approved as the standard for that specific area by the Minister of Natural Resources and Forestry;

except where the use of the *one hundred year flood* or the actually experienced event has been approved by the Minister of Natural Resources and Forestry as the standard for a specific watershed (where the past history of flooding supports the lowering of the standard).

**Floodproofing standard:** means the combination of measures incorporated into the basic design and/or construction of buildings, structures, or properties to reduce or eliminate *flooding hazards*, *wave effects* and *other water-related hazards* along the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes*, and *flooding hazards* along *river, stream and small inland lake systems*.

**Floodway:** for *river, stream and small inland lake systems*, means the portion of the *flood plain* where *development* and *site alteration* would cause a danger to public health and safety or property damage.

Where the one zone concept is applied, the *floodway* is the entire contiguous *flood plain*.

Where the *two zone concept* is applied, the *floodway* is the contiguous inner portion of the *flood plain*, representing that area required for the safe passage of flood flow and/or that area where flood depths and/or velocities are considered to be such that they pose a potential threat to life and/or property damage. Where the *two zone concept* applies, the outer portion of the *flood plain* is called the *flood fringe*.

**Freight-supportive:** in regard to land use patterns, means transportation systems and facilities that facilitate the movement of goods. This includes policies or programs intended to support efficient freight movement through the planning, design and operation of land use and transportation systems. Approaches may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives.

**Frequent transit:** means a public transit service that runs at least every 15 minutes in both directions throughout the day and into the evening every day of the week.

**Great Lakes - St. Lawrence River System:** means the major water system consisting of Lakes Superior, Huron, St. Clair, Erie and Ontario and their connecting channels, and the St. Lawrence River within the boundaries of the Province of Ontario.

**Green infrastructure:** means natural and human-made elements that provide ecological and hydrological functions and processes. *Green infrastructure* can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs.

**Ground water feature:** means water-related features in the earth's subsurface, including recharge/discharge areas, water tables, aquifers and unsaturated zones that can be defined by surface and subsurface hydrogeologic investigations.

**Habitat of endangered species and threatened species:** means habitat within the meaning of section 2 of the *Endangered Species Act, 2007*.

**Hazardous forest types for wildland fire:** means forest types assessed as being associated with the risk of high to extreme wildland fire using risk assessment tools established by the Ontario Ministry of Natural Resources, as amended from time to time.

**Hazardous lands:** means property or lands that could be unsafe for development due to naturally occurring processes. Along the shorelines of the *Great Lakes - St. Lawrence River System*, this means the land, including that covered by water, between the international boundary, where applicable, and the furthest landward limit of the *flooding hazard, erosion hazard or dynamic beach hazard* limits. Along the shorelines of *large inland lakes*, this means the land, including that covered by water, between a defined offshore distance or depth and the furthest landward limit of the *flooding hazard, erosion hazard or dynamic beach hazard* limits. Along *river, stream and small inland lake systems*, this means the land, including that covered by water, to the furthest landward limit of the *flooding hazard or erosion hazard* limits.

**Hazardous sites:** means property or lands that could be unsafe for *development and site alteration* due to naturally occurring hazards. These may include unstable soils (sensitive marine clays [leda], organic soils) or unstable bedrock (karst topography).

**Hazardous substances:** means substances which, individually, or in combination with other substances, are normally considered to pose a danger to public health, safety and the environment. These substances generally include

a wide array of materials that are toxic, ignitable, corrosive, reactive, radioactive or pathological.

**Heritage attributes:** means, as defined under the *Ontario Heritage Act*, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest.

**Higher order transit:** means transit that generally operates in partially or completely dedicated rights-of-way, outside of mixed traffic, and therefore can achieve levels of speed and reliability greater than mixed-traffic transit. *Higher order transit* can include heavy rail (such as subways, elevated or surface rail, and commuter rail), light rail, and buses in dedicated rights-of-way.

**Housing options:** means a range of housing types such as, but not limited to single-detached, semi-detached, rowhouses, townhouses, stacked townhouses, multiplexes, additional residential units, tiny homes, laneway housing, garden suites, rooming houses and multi-residential buildings, including low- and mid-rise apartments. The term can also refer to a variety of housing arrangements and forms such as, but not limited to, life lease housing, co-ownership housing, co-operative housing, community land trusts, land lease community homes, *affordable housing, additional needs housing*, multi-generational housing, student housing, farm worker housing, culturally appropriate housing, supportive, community and transitional housing and housing related to employment, educational, or *institutional uses*, such as long-term care homes.

**Hydrologic function:** means the functions of the hydrological cycle that include the occurrence, circulation, distribution and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things.

**Impacts of a changing climate:** means the present and future consequences from changes in weather patterns at local and regional levels including extreme weather events and increased climate variability.

**Individual on-site sewage services:** means sewage systems, as defined in O. Reg. 332/12 under the *Building Code Act, 1992*, that are owned, operated and managed by the owner of the property upon which the system is located.

**Individual on-site water services:** means individual, autonomous water supply systems that are owned, operated and managed by the owner of the property upon which the system is located.

**Infrastructure:** means physical structures (facilities and corridors) that form the foundation for development. *Infrastructure* includes: sewage and water systems, septage treatment systems, stormwater management systems, *waste management systems*, electricity generation facilities, electricity transmission and distribution systems, communications/telecommunications including broadband, transit and transportation corridors and facilities, *active transportation* systems, oil and gas pipelines and associated facilities.

**Institutional use:** for the purposes of policy 5.2.6, means land uses where there is a threat to the safe evacuation of vulnerable populations such as older persons, persons with disabilities, and those who are sick or young, during an emergency as a result of flooding, failure of floodproofing measures or protection works, or erosion.

**Intensification:** means the development of a property, site or area at a higher density than currently exists through:

- redevelopment*, including the reuse of *brownfield sites* and underutilized shopping malls and plazas;
- the development of vacant and/or underutilized lots within previously developed areas;

- infill development; and
- the expansion or conversion of existing buildings.

**Large and fast-growing municipalities:** means municipalities identified in Schedule 1.

**Large inland lakes:** means those waterbodies having a surface area of equal to or greater than 100 square kilometres where there is not a measurable or predictable response to a single runoff event.

**Legal or technical reasons:** means severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot.

**Low and moderate income households:** means

- in the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the municipality; or
- In the case of rental housing, household with incomes in the lowest 60 percent of the income distribution for renter households for the municipality.

**Low impact development:** means an approach to stormwater management that seeks to manage rain and other precipitation as close as possible to where it falls to mitigate the impacts of increased runoff and stormwater pollution. It typically includes a set of site design strategies and distributed, small-scale structural practices to mimic the natural hydrology to the greatest extent possible through infiltration, evapotranspiration, harvesting, filtration, and detention of stormwater. *Low impact development* can include, for example: bio-swales, vegetated areas at the edge of paved surfaces, permeable pavement, rain gardens, green roofs, and exfiltration systems.

**Major facilities:** means facilities which may require separation from *sensitive land uses*, including but not limited to airports, manufacturing uses, transportation *infrastructure* and corridors, *rail facilities*, *marine facilities*, sewage treatment facilities, *waste management systems*, oil and gas pipelines, industries, energy generation facilities and transmission systems, and resource extraction activities.

**Major goods movement facilities and corridors:** means transportation facilities, corridors and networks associated with the inter- and intra-provincial movement of goods. Examples include: inter-modal facilities, ports, *airports*, *rail facilities*, truck terminals, freight corridors, freight facilities, and haul routes, primary transportation corridors used for the movement of goods and those identified in provincial transportation plans. Approaches that are *freight-supportive* may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives.

**Major transit station area:** means the area including and around any existing or planned *higher order transit* station or stop within a *settlement area*; or the area including and around a major bus depot in an urban core. *Major transit station areas* generally are defined as the area within an approximate 500 to 800-metre radius of a transit station.

**Major trip generators:** means origins and destinations with high population densities or concentrated activities which generate many trips (e.g., *strategic growth areas*, major office and office parks, major retail, *employment areas*, community hubs, large parks and recreational destinations, *public service facilities*, and other mixed-use areas).

**Marine facilities:** means ferries, harbours, ports, ferry terminals, canals and associated uses, including designated lands for future *marine facilities*.

**Mine hazard:** means any feature of a mine as defined under the *Mining Act*, or any related disturbance of the ground that has not been rehabilitated.

**Minerals:** means metallic minerals and non-metallic minerals as herein defined, but does not include *mineral aggregate resources* or *petroleum resources*.

Metallic minerals means those minerals from which metals (e.g., copper, nickel, gold) are derived.

Non-metallic minerals means those minerals that are of value for intrinsic properties of the minerals themselves and not as a source of metal. They are generally synonymous with industrial minerals (e.g., graphite, kyanite, mica, nepheline syenite, salt, talc, and wollastonite).

Critical minerals are a subset of raw materials that have specific industrial, technological or strategic applications for which there are a few viable substitutes.

**Mineral aggregate operation:** means

- a) lands under license or permit, other than for *wayside pits and quarries*, issued in accordance with the *Aggregate Resources Act*;
- b) for lands not designated under the *Aggregate Resources Act*, established pits and quarries that are not in contravention of municipal zoning by-laws and including adjacent land under agreement with or owned by the operator, to permit continuation of the operation; and
- c) associated facilities used in extraction, transport, beneficiation, processing or recycling of *mineral aggregate resources* and derived products such as asphalt and concrete, or the production of secondary related products.

**Mineral aggregate resources:** means gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite, rock or other material prescribed under the *Aggregate Resources Act* suitable for construction, industrial, manufacturing and maintenance purposes but does not include metallic ores, asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, wollastonite, mine tailings or other material prescribed under the *Mining Act*.

**Mineral aggregate resource conservation:** means

- a) the recovery and recycling of manufactured materials derived from mineral aggregates (e.g., glass, porcelain, brick, concrete, asphalt, slag, etc.), for re-use in construction, manufacturing, industrial or maintenance projects as a substitute for new mineral aggregates; and
- b) the wise use of mineral aggregates including utilization or extraction of on-site *mineral aggregate resources* prior to development occurring.

**Mineral deposits:** means areas of identified *minerals* that have sufficient quantity and quality based on specific geological evidence to warrant present or future extraction.

**Mineral mining operation:** means mining operations and associated facilities, or, past producing mines with remaining mineral development potential that have not been permanently rehabilitated to another use.

**Minimum distance separation formulae:** means formulae and guidelines developed by the Province, as amended from time to time, to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

**Multimodal:** means relating to the availability or use of more than one form of transportation, such as automobiles, walking, cycling, buses, rapid transit, *higher order transit*, rail (such as freight), trucks, air, and marine.

**Municipal sewage services:** means a sewage works within the meaning of section 1 of the *Ontario Water Resources Act* that is owned or operated by a municipality.

**Municipal water services:** means a municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002*.

**Natural heritage features and areas:** means features and areas, including *significant wetlands, significant coastal wetlands*, other *coastal wetlands* in Ecoregions 5E, 6E and 7E, *fish habitat, significant woodlands* and *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River), *habitat of endangered species and threatened species, significant wildlife habitat*, and *significant areas of natural and scientific interest*, which are important for their environmental and social values as a legacy of the natural landscapes of an area.

**Natural heritage system:** means a system made up of *natural heritage features and areas*, and linkages intended to provide connectivity (at the regional or site level) and support natural processes which are necessary to maintain biological and geological diversity, natural functions, viable populations of indigenous species, and ecosystems. These systems can include *natural heritage features and areas*, federal and provincial parks and conservation reserves, other natural heritage features, lands that have been restored or have the potential to be restored to a natural state, areas that support hydrologic functions, and working landscapes that enable ecological functions to continue. The Province has a recommended approach for identifying *natural heritage systems*, but municipal approaches that achieve or exceed the same objective may also be used.

**Negative impacts:** means

- a) in regard to policy 3.6.4 and 3.6.5, potential risks to human health and safety and degradation to the *quality and quantity of water, sensitive surface water features and sensitive ground water features*, and their related *hydrologic functions*, due to single, multiple or successive *development*. *Negative impacts* should be assessed through environmental studies including hydrogeological or water quality impact assessments, in accordance with provincial standards;
- b) in regard to *fish habitat*, any harmful alteration, disruption or destruction of *fish habitat*, except where an exemption to the prohibition has been authorized under the *Fisheries Act*;
- c) in regard to other *natural heritage features and areas*, degradation that threatens the health and integrity of the natural features or *ecological functions* for which an area is identified due to single, multiple or successive *development* or *site alteration* activities.
- d) in regard to policy 4.2, degradation to the *quality and quantity of water, sensitive surface water features and sensitive ground water features*, and their *related hydrologic functions*, due to single, multiple or successive *development* or *site alteration* activities; and
- e) in regard to policy 3.3.3, any *development* or *site alteration* that would compromise or conflict with the planned or existing function, capacity to accommodate future needs, and cost of implementation of the corridor.

**Normal farm practices:** means a practice, as defined in the *Farming and Food Production Protection Act, 1998*, that is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or makes use of innovative technology in a manner consistent with proper advanced farm management practices. *Normal farm practices* shall be consistent with the *Nutrient Management Act, 2002* and regulations made under that Act.

**Oil, gas and salt hazards:** means any feature of a well or work as defined under the *Oil, Gas and Salt Resources Act*, or any related disturbance of the ground that has not been rehabilitated.

**On-farm diversified uses:** means uses that are secondary to the principal *agricultural use* of the property, and are limited in area. *On-farm diversified uses* include, but are not limited to, home occupations, home industries, *agri-tourism uses*, uses that produce value-added agricultural products, and electricity generation facilities and transmission systems, and *energy storage systems*.

**One hundred year flood:** for *river, stream and small inland lake systems*, means that flood, based on an analysis of precipitation, snow melt, or a combination thereof, having a return period of 100 years on average, or having a 1% chance of occurring or being exceeded in any given year.

**One hundred year flood level:** means

- a) for the shorelines of the Great Lakes, the peak instantaneous stillwater level, resulting from combinations of mean monthly lake levels and wind setups, which has a 1% chance of being equalled or exceeded in any given year;
- b) in the connecting channels (St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers), the peak instantaneous stillwater level which has a 1% chance of being equalled or exceeded in any given year; and
- c) for *large inland lakes*, lake levels and wind setups that have a 1% chance of being equalled or exceeded in any given year, except that, where sufficient water level records do not exist, the *one hundred year flood level* is based on the highest known water level and wind setups.

**Other water-related hazards:** means water-associated phenomena other than *flooding hazards* and *wave effects* which act on shorelines. This includes, but is not limited to ship-generated waves, ice piling and ice jamming.



**Partial services:** means

- a) *municipal sewage services or private communal sewage services combined with individual on-site water services; or*
- b) *municipal water services or private communal water services combined with individual on-site sewage services.*

**Petroleum resource operations:** means oil, gas and salt wells and associated facilities and other drilling operations, oil field fluid disposal wells and associated facilities, and wells and facilities for the underground storage of natural gas, other hydrocarbons, and compressed air energy storage.

**Petroleum resources:** means oil, gas, and salt (extracted by solution mining method) and formation water resources which have been identified through exploration and verified by preliminary drilling or other forms of investigation. This may include sites of former operations where resources are still present or former sites that may be converted to underground storage for natural gas, other hydrocarbons, or compressed air energy storage.

**Planned corridors:** means corridors or future corridors which are required to meet projected needs, and are identified through provincial transportation plans, preferred alignment(s) determined through the *Environmental Assessment Act* process, or identified through planning studies where the Ontario Ministry of Transportation, Metrolinx, Ontario Ministry of Energy and Electrification, Ontario Northland, Ministry of Northern Development or Independent Electricity System Operator (IESO) or any successor to those ministries or entities is actively pursuing, or has completed, the identification of a corridor.

Approaches for the identification and protection of *planned corridors* may be recommended in guidelines developed by the Province.

**Portable asphalt plant:** means a facility

- a) with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material, and includes stockpiling and storage of bulk materials used in the process; and
- b) which is not of permanent construction, but which is to be dismantled at the completion of the construction project.

**Portable concrete plant:** means a building or structure

- a) with equipment designed to mix cementing materials, aggregate, water and admixtures to produce concrete, and includes stockpiling and storage of bulk materials used in the process; and
- b) which is not of permanent construction, but which is designed to be dismantled at the completion of the construction project.

**Prime agricultural area:** means areas where *prime agricultural lands* predominate. This includes areas of *prime agricultural lands* and associated Canada Land Inventory Class 4 through 7 lands, and additional areas with a local concentration of farms which exhibit characteristics of ongoing agriculture. *Prime agricultural areas* may be identified by a planning authority based on provincial guidance or informed by mapping obtained from the Ontario Ministry of Agriculture, Food and Agribusiness and the Ontario Ministry of Rural Affairs or any successor to those ministries.

**Prime agricultural land:** means *specialty crop areas* and/or Canada Land Inventory Class 1, 2, and 3 lands, as amended from time to time, in this order of priority for protection.

**Private communal sewage services:** means a sewage works within the meaning of section 1 of the *Ontario Water Resources Act* that serves six or more lots or private residences and is not owned by a municipality.

**Private communal water services:** means a non-municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002* that serves six or more lots or private residences.

**Protected heritage property:** means property designated under Part IV or VI of the *Ontario Heritage Act*; property included in an area designated as a heritage conservation district under Part V of the *Ontario Heritage Act*; property subject to a heritage conservation easement or covenant under Part II or IV of the *Ontario Heritage Act*; property identified by a provincial ministry or a prescribed public body as a property having cultural heritage value or interest under the Standards and Guidelines for the Conservation of Provincial Heritage Properties; property protected under federal heritage legislation; and UNESCO World Heritage Sites.

**Protection works standards:** means the combination of non-structural or structural works and allowances for slope stability and flooding/erosion to reduce the damage caused by *flooding hazards, erosion hazards* and *other water-related hazards*, and to allow access for their maintenance and repair.

**Provincial and federal requirements:** means

- a) in regard to policy 4.1.6, legislation and policies administered by the federal or provincial governments for the purpose of fisheries protection (including *fish* and *fish habitat*), and related, scientifically established standards such as water quality criteria for protecting lake trout populations; and
- b) in regard to policy 4.1.7, legislation and policies administered by the provincial government or federal government, where applicable, for the purpose of protecting species at risk and their habitat.

**Public service facilities:** means land, buildings and structures, including but not limited to schools, hospitals and community recreation facilities, for the provision of programs and services provided or subsidized by a government or other body, such as social assistance, recreation, police and fire protection, health, child care and educational programs, including elementary, secondary, post-secondary, long-term care services, and cultural services.

*Public service facilities* do not include *infrastructure*.

**Quality and quantity of water:** is measured by indicators associated with *hydrologic function* such as minimum base flow, depth to water table, aquifer pressure, oxygen levels, suspended solids, temperature, bacteria, nutrients and hazardous contaminants, and hydrologic regime.

**Rail facilities:** means rail corridors, rail sidings, train stations, inter-modal facilities, rail yards and associated uses, including designated lands for future *rail facilities*.

**Redevelopment:** means the creation of new units, uses or lots on previously developed land in existing communities, including *brownfield sites*.

**Regional market area:** refers to an area that has a high degree of social and economic interaction. The upper or single-tier municipality, or planning area, will normally serve as the *regional market area*. However, where a *regional market area* extends significantly beyond these boundaries, then the *regional market area* may be based on the larger market area. Where *regional market areas* are very large and sparsely populated, a smaller area, if defined in an official plan, may be utilized.

**Renewable energy source:** means an energy source that is renewed by natural processes and includes wind, water, biomass, biogas, biofuel, solar energy, geothermal energy and tidal forces.

**Renewable energy system:** means a system that generates electricity, heat and/or cooling from a *renewable energy source*.

**Reserve sewage system capacity:** means design or planned capacity in a waste water treatment facility, within *municipal sewage services* or *private communal sewage services*, which is not yet committed to existing or approved development. For lot creation using *private communal sewage services* and *individual on-site sewage services*, *reserve sewage system capacity* includes approved capacity to treat and land-apply, treat and dispose of, or dispose of, hauled sewage in accordance with applicable legislation but not by land-applying untreated, hauled sewage. Treatment of hauled sewage can include, for example, a sewage treatment plant, anaerobic digestion, composting or other waste processing.

**Reserve water system capacity:** means design or planned capacity in a water treatment facility which is not yet committed to existing or approved development. *Reserve water system capacity* applies to *municipal water services* or *private communal water services*, and not *individual on-site water services*.

**Residence surplus to an agricultural operation:** means one existing habitable detached dwelling, including any associated additional residential units, that are rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one farm operation).

**River, stream and small inland lake systems:** means all watercourses, rivers, streams, and small inland lakes or waterbodies that have a measurable or predictable response to a single runoff event.

**Rural areas:** means a system of lands within municipalities that may include rural *settlement areas*, *rural lands*, *prime agricultural areas*, *natural heritage features and areas*, and resource areas.

**Rural lands:** means lands which are located outside *settlement areas* and which are outside *prime agricultural areas*.

**Sensitive:** in regard to *surface water features* and *ground water features*, means features that are particularly susceptible to impacts from activities or events including, but not limited to, water withdrawals, and additions of pollutants.

**Sensitive land uses:** means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more *adverse effects* from contaminant discharges generated by a nearby *major facility*. *Sensitive land uses* may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities.

**Settlement areas:** means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets). Ontario's *settlement areas* vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

*Settlement areas* are:

- a) built-up areas where development is concentrated and which have a mix of land uses; and
- b) lands which have been designated in an official plan for development over the long term.

**Sewage and water services:** includes *municipal sewage services* and *municipal water services*, *private communal sewage services* and *private communal water services*, *individual on-site sewage services* and *individual on-site water services*, and *partial services*.

**Significant:** means

- a) in regard to *wetlands, coastal wetlands* and *areas of natural and scientific interest*, an area identified as provincially significant using evaluation criteria and procedures established by the Province, as amended from time to time;
- b) in regard to *woodlands*, an area which is ecologically important in terms of features such as species composition, age of trees and stand history; functionally important due to its contribution to the broader landscape because of its location, size or due to the amount of forest cover in the planning area; or economically important due to site quality, species composition, or past management history. These are to be identified using criteria and procedures established by the Province;
- c) in regard to other features and areas in policy 4.1, ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or *natural heritage system*; and
- d) in regard to *mineral potential*, an area identified as provincially significant through provincial guidance, such as the Provincially Significant Mineral Potential Index.
- e) in regard to cultural heritage and archaeology, resources that have been determined to have cultural heritage value or interest. Processes and criteria for determining cultural heritage value or interest are established by the Province under the authority of the *Ontario Heritage Act*.

Criteria for determining significance for the resources identified in section c) - d) are provided in provincial guidance, but municipal approaches that achieve or exceed the same objective may also be used.

While some significant resources may already be identified and inventoried by official sources, the significance of others can only be determined after evaluation.

**Site alteration:** means activities, such as grading, excavation and the placement of fill that would change the landform and natural vegetative characteristics of a site.

For the purposes of policy 4.1.4.a), *site alteration* does not include underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as in the *Mining Act*. Instead, those matters shall be subject to policy 4.1.5.a).

**Special Policy Area:** means an area within a community that has historically existed in the *flood plain* and where site-specific policies, approved by both the Ministers of Natural Resources and Forestry and Municipal Affairs and Housing, are intended to provide for the continued viability of existing uses (which are generally on a small scale) and address the significant social and economic hardships to the community that would result from strict adherence to provincial policies concerning *development*. The criteria for designation and procedures for approval are established by the Province.

A *Special Policy Area* is not intended to allow for new or intensified *development* and *site alteration*, if a community has feasible opportunities for *development* outside the *flood plain*.

**Specialty crop area:** means areas within the agricultural land base designated based on provincial guidance. In these areas, specialty crops are predominantly grown such as tender fruits (peaches, cherries, plums), grapes, other fruit crops, vegetable crops, greenhouse crops, and crops from agriculturally developed organic soil, usually resulting from:

- a) soils that have suitability to produce specialty crops, or lands that are subject to special climatic conditions, or a combination of both;
- b) farmers skilled in the production of specialty crops; and
- c) a long-term investment of capital in areas such as crops, drainage, infrastructure and related facilities and services to produce, store, or process specialty crops.

**Strategic growth areas:** means within *settlement areas*, nodes, corridors, and other areas that have been identified by municipalities to be the focus for accommodating *intensification* and higher-density mixed uses in a more *compact built form*.

*Strategic growth areas* include *major transit station areas*, existing and emerging downtowns, lands in close proximity to publicly-assisted post-secondary institutions and other areas where growth or development will be focused, that may include infill, *redevelopment* (e.g., underutilized shopping malls and plazas), *brownfield sites*, the expansion or conversion of existing buildings, or greyfields. Lands along major roads, arterials, or other areas with existing or planned *frequent transit service* or *higher order transit corridors* may also be identified as *strategic growth areas*.

**Surface water feature:** means water-related features on the earth's surface, including headwaters, rivers, permanent and intermittent streams, inland lakes, seepage areas, recharge/discharge areas, springs, wetlands, and associated riparian lands that can be defined by their soil moisture, soil type, vegetation or topographic characteristics.

**Threatened species:** means a species that is classified as "Threatened Species" on the Species at Risk in Ontario List, as updated and amended from time to time.

**Transit service integration:** means the coordinated planning or operation of transit service between two or more agencies or services that contributes to the goal of seamless service for riders and could include considerations of service schedules, service routes, information, fare policy, and fare payment.

**Transit-supportive:** in regard to land use patterns, means development that makes transit viable, optimizes investments in transit infrastructure, and improves the quality of the experience of using transit. It often refers to compact, mixed-use development that has a high level of employment and residential densities, including air rights development, in proximity to transit stations, corridors and associated elements within the *transportation system*.

Approaches may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives.

**Transportation demand management:** means a set of strategies that result in more efficient use of the *transportation system* by influencing travel behaviour by mode, time of day, frequency, trip length, regulation, route, or cost.

**Transportation system:** means a system consisting of facilities, corridors and rights-of-way for the movement of people and goods, and associated transportation facilities including transit stops and stations, sidewalks, cycle lanes, bus lanes, high occupancy vehicle lanes, *rail facilities*, parking facilities, park'n'ride lots, service centres, rest stops, vehicle inspection stations, inter-modal facilities, harbours, *airports*, *marine facilities*, ferries, canals and associated facilities such as storage and maintenance.

**Two zone concept:** means an approach to *flood plain* management where the *flood plain* is differentiated in two parts: the *floodway* and the *flood fringe*.

**Urban agriculture:** means food production in *settlement areas*, whether it is for personal consumption, commercial sale, education, or therapy. Examples include, but are not limited to, vertical agriculture facilities, community gardens, greenhouses, and rooftop gardens.

**Valleylands:** means a natural area that occurs in a valley or other landform depression that has water flowing through or standing for some period of the year.

**Vulnerable:** means surface and/or ground water that can be easily changed or impacted.

**Waste management system:** means sites and facilities to accommodate waste from one or more municipalities and includes recycling facilities, transfer stations, processing sites and disposal sites.

**Watershed:** means an area that is drained by a river and its tributaries.

**Watershed planning:** means planning that provides a framework for establishing comprehensive and integrated goals, objectives, and direction for the protection, enhancement, or restoration of water resources, including the *quality and quantity of water*, within a *watershed* and for the assessment of cumulative, cross-jurisdictional, and cross-*watershed* impacts. *Watershed planning* evaluates and considers the *impacts of a changing climate on water resource systems* and is undertaken at many scales. It may inform the identification of *water resource systems*.

**Water resource systems:** means a system consisting of *ground water features* and areas, *surface water features* (including shoreline areas), *natural heritage features and areas*, and *hydrologic functions*, which are necessary for the ecological and hydrological integrity of the *watershed*.

**Wave effects:** means the movement of water up onto a shoreline or structure following the breaking of a wave, including wave uprush, wave set up and water overtopping or spray; the limit of *wave effects* is the point of furthest landward horizontal movement of water onto the shoreline.

**Wayside pits and quarries:** means a temporary pit or quarry opened and used by or for a public authority solely for the purpose of a particular project or contract of road construction and not located on the road right-of-way.

**Wetlands:** means lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic plants or water tolerant plants. The four major types of *wetlands* are swamps, marshes, bogs and fens.

Periodically soaked or wet lands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands for the purposes of this definition.

**Wildland fire assessment and mitigation standards:** means the combination of risk assessment tools and environmentally appropriate mitigation measures identified by the Ontario Ministry of Natural Resources to be incorporated into the design, construction and/or modification of buildings, structures, properties and/or communities to reduce the risk to public safety, infrastructure and property from wildland fire.

**Wildlife habitat:** means areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations. Specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species.



**Woodlands:** means treed areas that provide environmental and economic benefits to both the private landowner and the general public, such as erosion prevention, hydrological and nutrient cycling, provision of clean air and the long-term storage of carbon, provision of wildlife habitat, outdoor recreational opportunities, and the sustainable harvest of a wide range of woodland products. *Woodlands* include treed areas, woodlots or forested areas and vary in their level of significance at the local, regional and provincial levels. *Woodlands* may be delineated according to the *Forestry Act* definition or the Province's Ecological Land Classification system definition for "forest."

## 9: Appendix – Schedule 1: List of Large and Fast-Growing Municipalities

Town of Ajax	City of Mississauga
City of Barrie	Town of Newmarket
City of Brampton	City of Niagara Falls
City of Brantford	Town of Oakville
City of Burlington	City of Oshawa
Town of Caledon	City of Ottawa
City of Cambridge	City of Pickering
Municipality of Clarington	City of Richmond Hill
City of Guelph	City of St. Catharines
City of Hamilton	City of Toronto
City of Kingston	City of Vaughan
City of Kitchener	City of Waterloo
City of London	Town of Whitby
City of Markham	City of Windsor
Town of Milton	

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# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Bob Angione, Chief Administrative Officer/Clerk  
Meeting Date: September 17, 2024  
Subject: Councillor Activity Report

## **Purpose:**

The purpose of this report is to provide a summary of Council Member activities including Committee Liaison meetings.

## **Recommendation:**

That the report of the Chief Administrative Officer/Clerk providing a summary of Council Member activities including Committee Liaison meetings be received for information.

## **Background:**

The summary of Council activities including Committee Liaison meetings is as follows and reflects submissions received:

Hart Webb, Deputy Mayor  
Beverly Flagler, Councillor

1. Mathison Property Committee – September 4, 2024 (Agenda Package)

Kathy Clement, Councillor

1. Library Board – June 27, 2024 (Minutes)

Beverly Flagler

1. Eastern Ontario Trails Alliance (EOTA) – May 9, 2024 (Minutes)

## **Financial Impact:**

There is no financial impact associated with the summary of Council activities on this meeting's agenda.

Respectfully Submitted:

*Bob Angione*

Bob Angione, Chief Administrative Officer/Clerk



## MATHISON PROPERTY COMMITTEE MEETING

### AGENDA

**Date:** September 4, 2024

**Time:** 5:00 p.m.

**Place:** Council Chamber  
(1 Ottawa Street East, Havelock ON)

#### **Call to Order**

#### **Declaration of Pecuniary Interest and General Nature Thereof**

No written Declarations of Pecuniary Interest were received prior to the publication of the agenda.

#### **Self-Introductions of Committee Members**

#### **Minutes:**

1. February 22, 2022

#### **Delegations:**

None.

#### **Business:**

1. Grant – Upgrade to Parking Lot. (Verbal)
2. Knotweed Update.
3. Signage. (Verbal)
4. Talking Forest App. (Verbal)
5. Committee Appointments Expiring. (Verbal)

#### **Other Business**

None.

#### **Next Meeting**

TBA

#### **Adjournment**



**TOWNSHIP OF HAVELOCK-BELMONT-METHUEN  
MATHISON CONSERVATION AREA  
COMMITTEE MEETING**

**MINUTES**

**Attendees:**

Hart Webb, Deputy Mayor  
Beverly Flagler, Councillor  
John Nurse  
Paul Wood  
Michael Czerewko  
Joshua Vettor.

**Regrets:**

Bianca Boyington, Deputy Clerk  
Josh Storey, Supervisor of Parks, Recreation and Facilities

**Guests:**

None.

A Regular Meeting of the Mathison Conservation Area Committee for the Township of Havelock-Belmont-Methuen was held on February 22, 2024 at 5:00 p.m. in the Township Council Chamber.

Chair Deputy Mayor Webb called the meeting to order at 5:00 p.m. and requested that members declare any pecuniary interest if and when it should arise.

**Approval of Minutes (October 25, 2023 and November 2, 2023):**

Moved by John Nurse  
Seconded by Michael Czerewko

That the minutes from the October 25, 2023 and November 2, 2023 Mathison Conservation Area Committee be approved as presented.

Carried

**Delegations:**

None.

**Business:**

1. Grant – Upgrade to Parking Lot



A discussion took place regarding a grant opportunity for the upgrade of the Mathison Property parking lot. It was suggested that the main lot could be graded when necessary instead of paved. Staff is preparing the grant application that includes lighting. It was noted that a parking lot could be developed off of Newton Avenue.

Moved by Michael Czerewko  
Seconded by John Nurse

That a grant be submitted to the Ontario Trillium Foundation seeking assistance for the upgrade of the Mathison Trail Parking Lot located at the Community Centre.

Carried

## 2. Knotweed Update

Deputy Mayor Webb noted that knotweed is difficult to eradicate. Harsh chemicals cannot be used. This remains a work in progress.

## 3. Signage

The committee discussed the need for a sign at the entrance to the Mathison Property. It was suggested that a sign could be erected at William Street. It was also suggested that wayfinding signs could be placed at the highway and at the Arena directing people to the Mathison Property. A banner could be placed identifying the Mathison Conservation Area.

## 4. Talking Forest App

This remains a work in progress. A new application with a new company is required.

## 5. Boardwalk

Deputy Mayor Webb noted that a boardwalk would be nice to have but grant funding will be required to get this accomplished.

Moved by Paul Wood  
Seconded by John Nurse

That staff investigate the cost of constructing a picnic shelter that could be located at the lookout.

Carried

## Other Business:

None.

**Next Meeting**

The next meeting date is yet to be determined.

**Adjournment:**

Moved by John Nurse  
Seconded by Michael Czerewko

That this meeting adjourns at 5:58 p.m.  
Carried.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

**From:** Humphrey, Jenna <[JHumphrey@ptbocounty.ca](mailto:JHumphrey@ptbocounty.ca)>  
**Sent:** Tuesday, April 30, 2024 1:40 PM  
**To:** Bob Angione <[BAngione@hbmtwp.ca](mailto:BAngione@hbmtwp.ca)>  
**Subject:** Re: Japanese Knotweed

Good Afternoon Bob,

First of all, my apologies in the delay in response. I have been doing a lot of field work lately and then with the Good Roads conference last week I have fallen behind in my emails.

I received a few concerns about Japanese Knotweed last year as it seems to be present in various townships throughout the County and residents have questions on how to best handle the invasive species.

Good news - the plant is not poisonous/harmful for humans to touch. Bad news is it has a large and dense root system which means excavating the weed by hand can be challenging if you do not succeed in removing the entire root. There are a few approaches you can try to eradicate the weed:

1. Depending on the location of the Japanese Knotweed on the property you could attempt a large-scale excavation with a backhoe, digging deep enough to get the entire root system. If you had the resources you could also try to dig out the root system by hand, as I mentioned the weed is not harmful to humans to touch
2. Tarp the weed with a dark material (best to start in early spring when the plant is still young) and you can essentially "cook" the root system with the heat generated from sunlight on the dark tarp
3. Continuous mowing/cutting of the weed (this is typically to help manage the growth and not eradicate)
4. Chemical application

It is important to note with these invasive species and noxious weeds that it can take 3-5 years of management before you will see full eradication of the weed. I have read that if you are going to try to excavate the invasive species it is recommended to replant the excavated area with non-invasive plants to help with outcompeting the invasive species.

Below is a resource I have referred to on more than one occasion for information on Japanese Knotweed:

[https://www.ontarioinvasiveplants.ca/wp-content/uploads/2020/10/JapaneseKnotweed\\_BMP.pdf](https://www.ontarioinvasiveplants.ca/wp-content/uploads/2020/10/JapaneseKnotweed_BMP.pdf)

There is also a tool on the Ontario Government website (<https://www.ontario.ca/page/invasive-species-ontario>) where residents can use a map to report sightings of invasive species within their community: <https://www.eddmaps.org/>

As a township, it would be up to you as to whether or not you would want to manage the spread of an invasive weed using chemical application. If this is the route you choose to

pursue, I am more than happy to go to the conservation area and map out the Japanese Knotweed for our weed sprayer (GreenStream), but this is also something you could source out on your own, if you prefer.

During my road tours for noxious weeds, I can tell you that I see invasive species everywhere. If you choose to spray at one location where Japanese Knotweed is present, be mindful there may be additional requests from residents for chemical sprays at other locations.

If you have any further questions, please do not hesitate to reach out.

Thanks,

**Jenna Humphrey**  
Operations Coordinator

Public Works Division  
County of Peterborough  
(705) 742-4862 x6102  
[jhumphrey@ptbocounty.ca](mailto:jhumphrey@ptbocounty.ca)  
[www.ptbocounty.ca](http://www.ptbocounty.ca)



---

**From:** Bob Angione <[BAngione@hbmtwp.ca](mailto:BAngione@hbmtwp.ca)>  
**Sent:** Thursday, April 18, 2024 3:17 PM  
**To:** Humphrey, Jenna <[JHumphrey@ptbocounty.ca](mailto:JHumphrey@ptbocounty.ca)>  
**Subject:** Japanese Knotweed

Hi Jenna:

I am writing to you in your capacity as one of the weed inspectors in HBM. The Township has knotweed in a public conservation area that has spread to some private residences. Do you have any suggestions for the removal of knotweed? I realize that you deal with noxious weeds and not invasive species but I was hoping that perhaps you can lead us to a solution as the Township is getting complaints from residents.

Thank you in advance for your consideration of this email.

Regards,  
Bob

*Bob Angione, M.P.A., B.Admin.*

*Chief Administrative Officer and Municipal Clerk  
Township of Havelock-Belmont-Methuen  
1 Ottawa Street East, P.O. Box 10  
Havelock ON K0L 1Z0  
Tel: 705-778-2308 or 1-877-767-2795  
Fax: 705-778-5248*



\*Please consider the environment before printing this email

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## **LIBRARY BOARD MEETING**

A meeting of the Havelock-Belmont-Methuen Library Board was held Thursday June 27<sup>th</sup>, 2024 at the Cordova Library

Members Present: Robbie Beatty, Carolyn Knowles, Kathy Clement, Connie Whitmore and Joy Brickell

Staff Present: CEO Sandy Harris, Branch Head Nancy Law, Treasurer Lionel Towns, CAO Bob Angione and Township staff Leah Hutton

Chairperson Robbie Beatty called the meeting to order at 1:58 p.m. and reminded the Board members of the conflict of interest disclosure.

The first order of business was for CAO Bob Angione to make a declaration of appointment and swear in new Library Board member Joy Brickell,

### **Minutes:**

**Motion that the minutes from May 23<sup>rd</sup>, 2024 be approved and adopted as circulated**

#### **L-28-24**

Moved by Carolyn Knowles

Seconded by Kathy Clement

Carried

### **Treasurer's Report**

Treasurer Lionel Towns gave the Board a year to date on what the Library Board has spent. He asked if the Board could work on next year's budget as he would like it to bring before council in the upcoming months. There was a discussion about library donations and the Treasurer has assured the Board that the donations will be placed in the Library bank account that the Board has access to. There also was a short discussion about charitable status that he will look into.

**Motion to accept the Treasurer's Report**

#### **L-29-24**

Moved by Connie Whitmore

Seconded by Joy Brickell

Carried

### **Librarians Report**

CEO Sandra Harris gave her Librarians Report. The Belmont Woman's Institute would like to have a photo taken with them and the Library Board in front of the Little Library which they donated. Chairperson Robbie Beatty is to contact them to set up a convenient date for everyone. CEO Sandra Harris told the Board about the summer student situation. She informed them that the Library had put up another ad on their webpage. She suggested in future maybe the Library and the Chamber of Commerce could potentially share a student it was also announced that the Library would be hosting author Susan Kehoe in August. Board member Joy Brickell said that Kosh Lake were going to change the Thursday hours to 11:00 to 1:30 and will try "Book on the beach"

**Motion to accept Librarians Report**



**L-30-24**

Moved by Carolyn Knowles

Seconded by Joy Brickell

Carried

**Correspondence**

None

**Other Business**

Next meeting Thursday September 12<sup>th</sup>. 2024 at the Havelock Library at 2 pm

**Adjournment:**

**Motion that the meeting be adjourned at 4:01 p.m.**

**L-31-23**

Moved by Kathy Clement

Seconded by Connie Whitmore

Carried

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

**Eastern Ontario Trails Alliance  
Board Meeting Minutes – Tweed Municipal Office and Zoom  
Thursday, May 9, 2024 at 10:00 AM**

**In Attendance:** Cindy Cassidy – EOTA, Cam McKenzie – Highlands East, Loyde Blackburn – Hastings County, Beverly Flagler – Havelock-Belmont-Methuen, Roger Davis – Hastings Highlands, Fred Fowler – North Frontenac, Bill Cox – Addington Highlands, Dennis Savery-Mun of Trent Hills, Nicki Gowdy-Central Frontenac, Kelly Way-EOTA, Eric Daoust- Mun. Marmora and Lake, Robert Sararas-Mun of Centre Hastings, George Eastman – Town of Bancroft

**Regrets:** Chair Jeremy Solmes

Vice-Chair Loyde Blackburn chaired the meeting. He asked for any pecuniary interest. None was noted.

Vice-Chair Blackburn welcomed everyone.

**Motion**

**To** approve the agenda made by board member Fred Fowler, seconded by Bill Cox. Carried.

**Motion**

**To** put the minutes on the floor made by board member Eric Daoust, seconded by board member Dennis Savery.

Board member Robert Sararas pointed out a spelling error on the last page. Resent should say resend.

**Business Arising**

Board member Dennis Savery wanted to update the board that the signage at the parking lot has now been installed.

**Motion**

**To** accept the minutes as corrected. Motion made by board member Nicki Gowdy, seconded by board member Bill Cox. Carried.

**EOTA Board Meeting Minutes**  
**Thursday, May 9, 2024**  
**Page 2**

**Financials**

We received \$22,500.00 from Hastings County. The town of Bancroft gave EOTA \$1,000.00. Centre Hastings sent \$10,000.00. Trent Hills gave us \$5,000.00. Marmora and Lake gave us \$3,000.00.

Permit sales for April were 30,905.00.

We received our first outstanding cheque from Lumen for \$5,500.00

The total brought in April was \$77,905.00. Our total income so far in 2024 is \$253,470.00.

We have \$122,798.00 in the bank. Our total expenses were \$21,485.00. Our actual expenses to date are \$180,498. We are still owed \$5,500 from Lumen and \$60,000.00 from ICIP. We currently have \$226,695.50 to work with. Municipal contributions left to come in is \$28,500.00. Vice-Chair Blackburn asked if our revenue over last year was up. Cindy said that it fluctuates because we do not necessarily receive the permits the month that they were sold. Vice-Chair asked because he would like to show because of the advantage the bikers had this year riding early in January to March how much does change regarding revenue. Moving forward these would be important numbers to show. He believes there will still be discussion on this trail access. It is important to have those numbers on paper.

**Motion**

To accept the financials made by board member Fred Fowler, seconded by Robert Sararas. Carried.

**Correspondence**

There will be \$1,250.00 coming from Trans Canada trail for spring clean up.

EOTA has been working back and forth with OFSC. They had some concerns and would like some amendments to the agreement that we have with them now. After discussing with Jeremy and Loyde, there is no point in having a Zoom meeting until they send us their concerns, as well as what type of amendments they are looking for. EOTA sold \$65,000.00 worth of passes from November 1, 2023 to March 31, 2024, which goes back into maintaining the trail. In 2023 EOTA invested \$971,457.00 in infrastructure.

Board member Beverley Flagler asked if there had been another meeting with District 2 and 3. She only went to the one meeting and hasn't heard anything since. Cindy said that right now we are waiting for Rahul Pal and the OFSC provincials to see what the agreement would look like. Board member Flagler asked if she was no longer on that committee, because she sees that Cindy, Jeremy and Loyde had met. Cindy explained that the three of them are working with the provincial OFSC, not District 2 and 3. Katharine Johnston is waiting for direction from the OFSC and then there will be a meeting. Vice-Chair Blackburn would like to pinpoint who is on this committee. Cindy said the committee was made of herself, Jeremy, Loyde and Beverley.

**Correspondence (Cont'd)**

**Motion**

To have Cindy, Jeremy, Loyde and Beverley on this OFSC committee. Motion made by board member Bill Cox, seconded by Fred Fowler. Carried.

Bill Cox asked if the provincial committee consists of Cindy, Jeremy and Loyde. That is correct.

On Friday, May 3<sup>rd</sup> we received an email from Shari Black with an invitation to join OFATV.

Cindy sent the letter to the board. Since then Cindy has been contacted by Kawartha ATV (KATVA) and the Ontario Federation of Trail Riders (OFTR) to sit down to see how they would fit into One Pass with RTCO. EOTA continues to work with the government. They have our plan.

We are here to help. Cindy reminded the board of the 3 scenarios for purchasing passes.

- 1) Service Ontario administered
- 2) RTCO administered
- 3) Universal pass administered

Cindy mentioned that we have been trying for 17 years to get an agreement with OFATV. Vice-Chair Blackburn said that this time the government approached EOTA. It is the opinion of Vice-Chair Blackburn that we don't need to meet with OFATV at this time to come up with an agreement, but we should join forces when approaching the government.

Board member George Eastman asked if we had the One Pass would we have reduced revenue. Cindy said it all depends on how it would be handled. Cindy said that MTO asked if we had formulas. Cindy said that yes we do. Board member Bill Cox is not sure that the formula that the OFSC uses would work for ATVs, etc. Vice-Chair Blackburn likes that that you would eliminate all the different organizations and end disputes over who rides where. We would be one organization under the government umbrella. Vice-Chair Blackburn would ask the board for direction to have Cindy reach back out to OFATV and reach out to any organizations like Park to Park to show them what we are doing, and show them the resolution that Frontenac County passed and get them all on board.

Board member Eric Daoust says that is not what government is for asking at all. He feels we need to back it up and find common ground. Board member Beverley Flagler says that this would show the government that we are willing to come together. She also said that it's not about who is going to run it. Board member Daoust says that if we just ignore the invitation and don't meet with them then it shows no initiative on our part. Vice-Chair Blackburn says he has no problem meeting with OFATV, but with a different focus. Board member Flagler says that she is sure that on their side they are saying the same about your plan. Board member Daoust would like to know where do you start.? Until the government steps in we need to be looking for common ground. Board member Robert Sararas said that we've tried that more than once and it doesn't work. Board member Bill Cox says he thinks there is a way to do it. Yes, we can still work together but not make a decision about who will join who. EOTA has already gone through this . We asked them before but they wouldn't meet with us. Vice-Chair Blackburn would like to sit across the table with OFATV and ask are you with or against us in

**EOTA Board Meeting Minutes**  
**Thursday, May 9, 2024**  
**Page 4**

**Correspondence (Cont'd)**

going to the government. Cindy says that OFATV should be sharing their plan with EOTA. That should be the first step. Vice-Chair Blackburn said that the MTO asked what we thought the name of the organization should be. He said that believe it or not it wasn't EOTA. The answer was Recreational Trails Coalition Ontario. Board member Fred Fowler said that OFATV only sells ATV passes where EOTA sells multi-use passes. Board member Daoust asked if any of the OFATV clubs wanted a shared-use pass. Cindy said that the partners that we have do. Board member Bill Cox would like to see us go have a meeting because we have to deal with it. Board member Nicki Gowdy said that she has no problem with meeting with OFATV but just be aware that OFATV is scrambling right now because the meeting EOTA had with the MTO was received very, very well. OFATV wants control of the One Pass and now they are getting feedback that it is not going to OFATV. So they sent us this invitation to join so that they can get control back and control all the money. She agrees meeting with them to have an open discussion about what they are looking for. Just be prepared their agenda is trying to make it so that EOTA does not get control of any money.

Board member Beverley Flagler still doesn't understand why we can't meet with OFATV. Cindy is making comments that could be made to that club when we meet them. If you want to know what was said to the province and I really don't like the lady on the computer making accusations about what the other ATV club is doing because it's hearsay. I'm like really sick of this hearsay stuff so why don't we just get together, see what it is. I didn't take that letter as they want to take over. Personally, I think it's us that want to take over so we're butting heads in the middle. It's crazy. I don't think the province is going to allow us to look after it for them. It will be someone different that looks after it because we can't get along. Cindy said we presented the RTCO plan which includes everybody. Board member Flagler says that it is great that you've got the name but that doesn't mean that this board will control everything. Cindy said that this board would not be in charge. Vice-Chair Blackburn said that at the end of the day, if this board exists, our job would be to maintain the trail. Board member Daoust suggested that each board member come up with questions for the committee to ask at the meeting with OFATV.

**Motion**

**To** set up a meeting with OFATV after our June meeting made by board member Eric Daoust, seconded by Bill Cox. Carried.

Board member Bill Cox asked if we should send a response to the letter. Vice-Chair Blackburn said yes.

Board member Bill Cox asked if anyone knew how many people were on the OFATV board. Nobody knows. Board member Daoust asked if they even followed that structure. Vice-Chair Blackburn said that at the next board meeting it will be decided on how many people they will bring. Board member Nicki Gowdy said that OFATV had 5 members on their executive.

## **EOTA Board Meeting Minutes**

**Thursday, May 9, 2024**

**Page 5**

### **Correspondence (Cont'd)**

Vice-Chair Blackburn said that a motion is not needed at this time. We'll come back next month with our questions and create an agenda for the meeting with OFATV. Vice-Chair Blackburn would request a motion to direct Cindy to reach out to OFATV to let them know that we will be scheduling a meeting.

**Motion** made by board member Bill Cox, seconded by board member Eric Daoust. Carried.

Board member Beverley Flagler asked if our minutes are on the website. Cindy said no but said that every municipality receives the minutes. Board member Flagler said that her municipality has not received any minutes from this board since she started. She keeps asking for that and she gives up. Cindy said that Bob Angione, the clerk of Havelock-Belmont-Methuen is sent the minutes. Cindy asked Kelly to confirm this, which she did. Board member Eric Daoust from Marmora and Lake says that our minutes are put in their council packages, and he tries to speak about them so the public is aware of what EOTA is doing. Vice-Chair Blackburn asked Kelly if she would reach out to Havelock-Belmont-Methuen to confirm that they were receiving the minutes.

### **Motion**

**To** follow up with HBM to ensure that they are receiving the minutes was made by board member George Eastman, seconded by Bill Cox. Carried.

Cindy mentioned that she is still following up with the snowmobile districts to remove their signage off the Heritage trail in their off-season.

### **25<sup>TH</sup> Anniversary**

Cindy said that it's coming together nicely. We are up around 70 people right now.

### **Cindy's Work Plan and Report**

Vice-Chair Blackburn asked if there were any questions regarding Cindy's work plan. Board member Dennis Savery asked how the conveyor belts are working on the bridges. Cindy said so far so good on the one that is curved.

Board member Roger Davis asked for a map of Lake St. Peter to Madawaska. The GIS map maker will have that done soon.



## **EOTA Board Meeting Minutes**

**Thursday, May 9, 2024**

**Page 6**

### **Cindy's Work Plan and Report (Cont'd)**

Calvin has been working very hard, even on weekends with a backhoe operator going. He's keeping up with the beaver as best he can. We will be gravelling as soon as the trail dries up. Greer Galloway has put together the report on the bridges. This also includes the Bancroft bridge, which we will be tendering once we get 26.73% from others. Board member George Eastman asked about the cost of the Bancroft bridge. Cindy will try to get a better idea of the cost by asking a company we have used before.

Board member Roger Davis asked if he could get a map of Lake St. Peter to Madawaska.

Board member Fred Fowler asked when crown land improvements in north Frontenac would be done. Cindy said as we move forward it would be a summer/fall project.

Board member Beverley Flagler asked again when work on the Fourth line would be done.

Cindy said that contractors have gone out and assessed what needs to be done, but it is too wet right now.

#### **Motion**

**To** accept Cindy's work plan and report made by board member Roger Davis, seconded by Dennis Savery. Carried.

#### **Other**

Vice-Chair Blackburn said that he is double booked for our next board meeting on June 13. The meeting has been changed to Wednesday, June 12 at 10:00

#### **Motion**

**To** adjourn made by Robert Sararas, seconded by board member Fred Fowler.



# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Bob Angione, Chief Administrative Officer/Clerk  
Meeting Date: September 17, 2024  
Subject: Other Business Items

## **Purpose:**

The purpose of this report is to provide a summary of Other Business items identified by Members of Council and not listed earlier on this meeting's agenda.

## **Recommendation:**

That the report of the Chief Administrative Officer/Clerk providing a summary of Other Business items identified by Members of Council be received for information; and further

That any items requiring follow-up action be considered through an appropriate resolution of Council.

## **Background:**

1. Shari Gottschalk, Economic Development Officer  
Re: Shop Local Contest Draw.

## **Financial Impact:**

There is no financial impact associated with the Summary of Other Business Items on this meeting's agenda.

Respectfully Submitted:

*Bob Angione*

Bob Angione,  
Chief Administrative Officer/Clerk

**THE CORPORATION of the  
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN  
P.O. Box 10, 1 Ottawa Street East  
Havelock, ON K0L 1Z0**

**FORM 1  
THE PLANNING ACT, R.S.O., 1990, as amended**

**NOTICE OF PASSING  
OF A ZONING BY-LAW  
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

**TAKE NOTICE** that the Council of the Corporation of the Township of Havelock-Belmont-Methuen passed By-law No. 2024-067 on the 17<sup>th</sup> day of September 2024 under Section 34 of the Planning Act, R.S.O., 1990.

**AND TAKE NOTICE** that any person or agency may appeal to the Ontario Land Tribunal in respect of the By-law by filing with the Municipal Clerk of the Township of Havelock-Belmont-Methuen not later than the 7<sup>th</sup> day of October, 2024 a notice of appeal setting out the reasons for the objection to the By-law and reasons in support of the objection to the By-law. The notice of appeal must be accompanied by a certified cheque or money order payable to the Minister of Finance in the amount of \$1,100.00. The Tribunal may reduce the appeal fees to \$400.00 for eligible private citizens and community groups. A request for a reduced fee must be made at the time of filing the appeal. For more information regarding fees, please visit the Ontario Land Tribunal website ([olt.gov.on.ca](http://olt.gov.on.ca)).

Prior to the passing of the By-law, Council received no oral and/or written submissions which resulted in revisions to the By-law.

Only individuals, corporations and public bodies may appeal a Zoning By-law to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

Our records, at this time, indicate that the land which is subject of this Application for the Zone Amendment is not the subject of any other application under The *Planning Act*.

An explanation of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a Key Map showing the location of the lands to which the By-law applies are attached. The complete By-law is available for inspection in the municipal office during regular office hours.

Dated at the Township of Havelock-Belmont-Methuen this 17<sup>th</sup> day of September 2024.

---

Mr. Robert Angione, M.P.A., B.Admin  
Municipal Clerk  
Township of Havelock-Belmont-Methuen  
P.O. Box 10, 1 Ottawa Street East  
Havelock, ON K0L 1Z0  
(705) 778-2308  
(705) 778-5248 (fax)

## EXPLANATORY NOTE

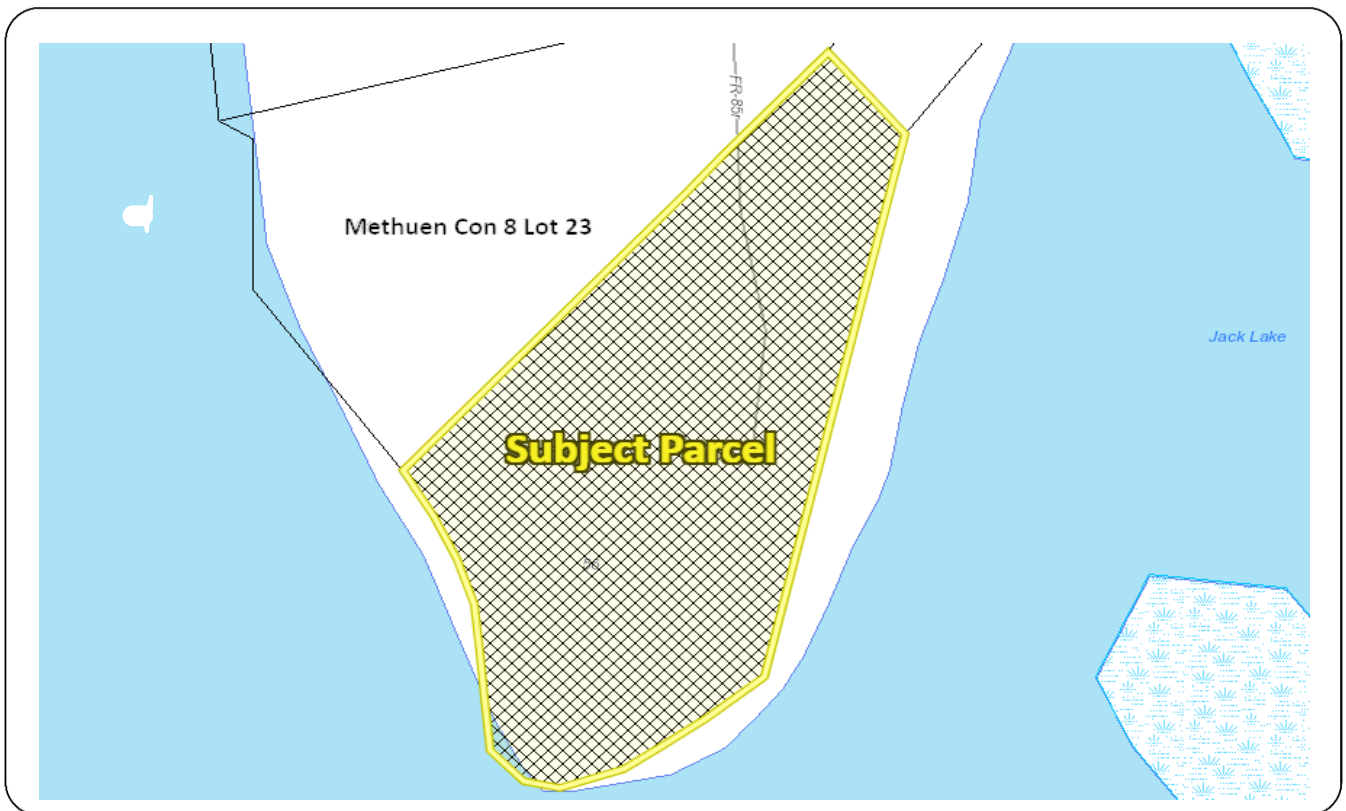
1. By-law No. 2024-067 has the following purpose and effect.

The Township of Havelock-Belmont-Methuen is in receipt of an application for a Zoning By-law Amendment to change the zoning of certain lands being located in Lot 23, Concession 8, in the Methuen Ward. Assessment Roll No. 1531-010-007-35100.

The subject lands are currently zoned “Seasonal Residential (SR) Zone”.

The application proposes to rezone the subject lands to ‘Special District 285-Holding (S.D. 285-H)’ in order to permit the redevelopment of a seasonal dwelling; while also introducing certain site specific regulations.

2. A key map showing the location of the lands to which By-law No. 2024-067 applies is provided below.



**THE CORPORATION OF THE  
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

**BY-LAW NO. 2024-067**

**BEING A BY-LAW TO AMEND BY-LAW NO. 1995-42, AS AMENDED, OTHERWISE KNOWN AS THE "THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN COMPREHENSIVE ZONING BY-LAW".**

**WHEREAS** the Corporation of the Township of Havelock-Belmont-Methuen is in receipt of an application to amend By-law No. 1995-42, as amended.

**AND WHEREAS** the Council of the Corporation of the Township of Havelock-Belmont-Methuen reviewed the rezoning application and now deems it advisable to further amend By-law No. 1995-42, as amended.

**NOW THEREFORE**, the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

- "1. That Schedule 'A2' of By-law No. 1995-42, as amended, is hereby further amended by changing the zone category of certain lands located in Lot 23, Concession 8, in the Methuen Ward in the Township of Havelock-Belmont-Methuen from 'Seasonal Residential (SR) Zone' to "Special District 285-H (S.D. 284 Holding) Zone' as illustrated on Schedule 'A' attached hereto and forming part of this by-law.
2. That Section 4.46 (Special Districts) of By-law No. 1995-42, as amended, is hereby further amended with the addition of a new sub-section, namely 4.46.285, which shall read as follows:

**4.46.285 Special District 285 Holding (S.D. 285-H)**

No person shall within any Special District 285 (S.D. 285) Zone use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

**4.46.285.1 Permitted Uses**

**4.46.285.1.1 One (1) Single Detached Vacation Dwelling**

**4.46.285.2 Regulations for Uses Permitted in Section 4.46.285.1**

All provisions and regulations of Section 10 of By-law No. 1995-42, as amended, as they apply to the 'Seasonal Residential (SR) Zone', shall also apply to any 'Special District 285 (S.D. 285) Zone'; save and except that any Single Detached Vacation Dwelling shall comply with the following:

- |                                |                    |
|--------------------------------|--------------------|
| a) Minimum Front Yard Setback: | 7.25 m (23.8 feet) |
| b) Maximum Lot Coverage:       | 7.89%              |

#### 4.46.285.3 Special High Water Mark Setback Provisions

Notwithstanding any other provisions of Section 4.37 of By-law No. 1995-42, to the contrary, the following High Water Mark setbacks shall apply within the boundary of any Special District 285 (S.D. 285) Zone:

- a) Minimum Westerly Setback  
from High Water Mark to Dwelling Unit: 7.25 m (23.7 feet)
- b) Minimum Southerly Setback  
from High Water Mark to Dwelling Unit: 17.3 m (56.7 feet)
- c) Minimum Easterly Setback  
from High Water Mark to Attached Garage: 14.3 m (47.1 feet)
- d) Minimum Setback  
from High Water Mark to Sleeping Cabin: 22.1 m (72.5 feet)
- e) Minimum Setback  
from High Water Mark to Sewage System: 15.0 m (50.0 feet)

#### 4.46.285.4 Special Provisions for Accessory Structures

Notwithstanding the regulations/provisions of Sections 4.1, 4.22, 4.40, and 10 of By-law No. 1995-42, as amended, to the contrary, the following shall apply:

- a) A sleeping cabin existing on the date of the passing of this by-law shall be permitted to remain in its existing state.
- b) A boathouse existing on the date of the passing of this by-law shall be permitted to remain in its existing state.

#### 4.46.285.5 Special Lot Requirements

Notwithstanding the regulations/provisions of Section 4.46.285 to the contrary, any new development after the passing of this by-law on the subject parcel of land located in Lot 23, Concession 8, shall require an assessment from a qualified ecologist for any environmental impacts.

#### 4.46.285.6 Special Requirements for Holding Provision

The Holding Provision (H) shall only be removed when the following conditions have been met:

- a) An Environmental Mitigation Measures Agreement, implementing the recommendations of an Environmental Impact Study (EIS) completed by Oakridge Environmental Ltd., on June 25<sup>th</sup>, 2024, is executed between the property owner(s) and the local municipality and registered on title.



If no notice of objection is filed with the Municipal Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Municipal Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.

Read a **FIRST, SECOND, and THIRD TIME and FINALLY** passed this 17<sup>th</sup> day of September 2024 and given By-law No. 2024-067.

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**MAYOR**

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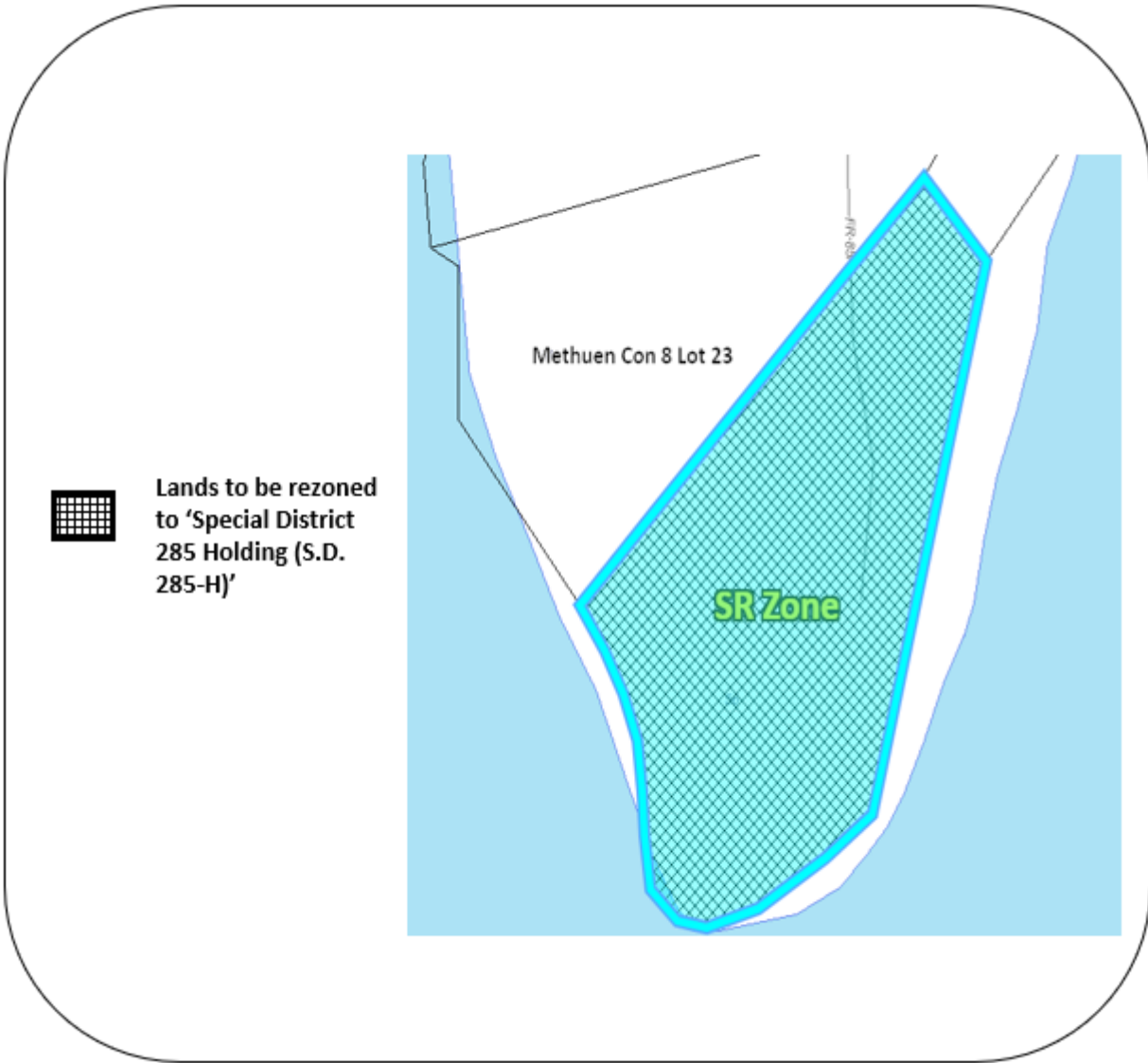
**MUNICIPAL CLERK**

\*\*\*\*\*

I, Robert Angione, Clerk of the Corporation of the Township of Havelock-Belmont-Methuen, do hereby certify that the foregoing is a true copy of By-law No. 2024-067 passed by Council of the said Corporation on the 17<sup>th</sup> day of September 2024.

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**MUNICIPAL CLERK**



THIS IS SCHEDULE "A" TO BY-LAW  
 NO. \_\_\_\_\_ PASSED THIS DAY  
 OF \_\_\_\_\_, 2024.

SIGNATURES OF SIGNED  
 OFFICERS:

\_\_\_\_\_ MAYOR

\_\_\_\_\_ CLERK

TOWNSHIP OF  
 Havelock-Belmont-Methuen  
 (Methuen Ward)

**THE CORPORATION of the  
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

**P.O. Box 10, 1 Ottawa Street East  
Havelock, ON K0L 1Z0**

**Tel: (705) 778-2308  
Fax: (705) 778-5248**

**Affidavit of Service under  
Section 34(22) of the Planning Act, R.S.O., 1990, as amended**

I, Robert Angione hereby declare that the Notice for By-law No. 2024-067 the Corporation of the Township of Havelock-Belmont-Methuen, passed by the Council of the Corporation on the 17<sup>th</sup> day of September, 2024 was given in the manner and form and to the persons and agencies prescribed by regulation under subsection 18 of Section 34 of the Planning Act, R.S.O., 1990, as amended. I also certify that the appeal period expired on October 7<sup>th</sup>, 2024 and to this date, no notice of appeal has been filed by any person or agency in the office of the Clerk.

**DATED** this 8<sup>th</sup> day of October, 2024

\_\_\_\_\_  
Mr. Robert Angione, M.P.A, B.Admin  
Municipal Clerk

**CORPORATION OF THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

**BY-LAW NO. 2024-068**

**BEING A BY-LAW TO APPOINT INSPECTORS UNDER THE  
BUILDING CODE ACT**

**WHEREAS** the Corporation of the Township of Havelock-Belmont-Methuen wishes to appoint a Building Inspector;

**NOW THEREFORE** the Council of the Corporation of the Township of Havelock-Belmont-Methuen enacts as follows:

1. That Kathleen Shepherd is hereby appointed as Inspector for the purposes of the enforcement of the Ontario Building Code Act within the limits of the Township of Havelock-Belmont-Methuen, pursuant to Section 8 of the Building Code Act, S.O. 1992, C. 23, as amended, and that they be authorized to do all things necessary to carry out such duties as provided under the authority of the Building Code Act, S.O. 1992, C. 23, as amended.
  
3. This By-law shall come into force and effect on the 17<sup>th</sup> day of November 2024.

Read a first, second, third time and be finally passed in open Council this 17<sup>th</sup> day of September, 2024.

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Jim Martin, Mayor

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Robert V. Angione, Clerk

# Corporation Of The Township Of Havelock-Belmont-Methuen

## By-law Number 2024 - 069

Being a By-law to Provide for the Administration and Enforcement of the Building Code Act, 1992, within the Township of Havelock-Belmont-Methuen and to repeal By-law 2023-017 (Building By-law)

**WHEREAS** Section 7 of the Building Code Act, 1992 authorizes a Municipal Council to pass by-laws concerning the issuance of permits and related matters.

**WHEREAS** pursuant to Section 425 of the Municipal Act, S.O. 2001, c.25, as amended provided that any person who contravenes any By-law of a municipality passed under the authority of the Municipal Act is guilty of an offence;

**NOW THEREFORE**, the Council of the Township of Havelock-Belmont-Methuen enacts as follows:

1. **Citation**

This By-law may be cited as the Building By-law.

2. **Definitions and Work Usage**

In this By-Law:

- (a) **“Act”** means the Building Code Act, 1992, as amended
- (b) **“Alternative Solution”** means a substitute for an acceptable solution, proposed by an applicant pursuant to the Ontario Building Code;
- (c) **“Applicable Law”** means applicable law as identified by the Ontario Building Code
- (d) **“Applicant”** means the owner of a building or property who applies for a permit or any person authorized by the owner to apply for a permit on the owner’s behalf, or any person or corporation empowered by statute to cause the demolition of a building or buildings and anyone acting under the authority of such person or Corporation.
- (e) **“As Constructed Plans”** means as constructed plans as defined in the Ontario Building Code;
- (f) **“Architect”** means a holder of a licence, a certificate of practice, or a temporary licence under the *Architect’s Act* as defined in the Building Code

- (g) **“Authorized Agent”** means a person who has been authorized in writing to act on the owner’s behalf for matters relating to an application for permit
- (h) **“Builder”** a person or persons that cause a building to be erected or demolished
- (i) **“Building”** means a building as defined in Subsection 1(1) of the Act
- (j) **“Building Code”** means the regulation made under Section 34 of the Act.
- (k) **“Chief Building Official”** means the Chief Building Official appointed by the By-law of the Corporation of the Township of Havelock Belmont Methuen for the purpose of enforcement of the act of the Act.
- (l) **“Construct”** means construct as defined in Subsection 1(1) of the Act;
- (m) **“Construction Value”** means the total cost of a project to the owner, at current fair market value, for all construction materials and labour for the project, whether it is completed by the owner or others
- (n) **“Corporation”** means the Corporation of the Township of Havelock Belmont Methuen
- (o) **“Council”** means the Council of the Corporation of the Township of Havelock Belmont Methuen
- (p) **“Courtesy Inspection”** an inspection that is requested and carried out at the discretion of the Chief Building Official
- (q) **“Demolish”** demolish as defined in the Act
- (r) **“Farm Building”** a farm building as defined in the Building Code
- (s) **“Inspector”** means an inspector appointed by By-law by the Corporation of the Township of Havelock-Belmont-Methuen for the purposes of enforcement of the Act;
- (t) **“Owner”** means the registered owner of the land and includes a lessee, mortgagee in possession, and the person in charge of the property.
- (u) **“Permit”** means permission or authorization given in writing by the Chief Building Official to perform work regulated by the Act and Building Code, or to occupy a building or part thereof.
- (v) **“Permit Holder”** means the person to whom the permit has been issued and who assumes the primary responsibility for complying with the Act and the Building Code.

- (w) **“Plumbing”** plumbing as defined in the Act
- (x) **“Professional Engineer”** means a person who holds a licence or a temporary licence under the *Professional Engineer’s Act*, R.S.O. 1990, c. P.28.
- (y) **“Registered Code Agency”** means a person or an entity that has the qualifications and meets the requirements set out in the Act.
- (z) **“Renewal of Permit”** means the fee administered when a building permit remains open and is 2 years past the date of issuance.
- (z) **“Sewage System”** means a sewage system as defined in the Ontario Building Code;
- (aa) **“Surveyors Real Property Report”** means a survey and report that locates a building or structure in relation to the boundaries of a unit of land.
- (bb) **“Township”** The Corporation of the Township of Havelock-Belmont-Methuen

3. Terms not defined in this by-law shall have the meaning ascribed to them in the Act or the Building Code.

3. **Classes of Permits**

Classes of permits required for construction, demolition, building relocation, conditional permit, change of use, sewage systems and occupancy of buildings are set forth in Schedule “A” appended to and forming part of this by-law.

4. **Permits**

- (1) To obtain a permit, an applicant shall file an application under Cloudpermit - an online system ( <https://ca.cloudpermit.com>) to apply for and track your building permits and shall supply any other information relating to the application as required by the Chief Building Official.
- (2) Every building permit application shall:
  - (a) identify and describe in detail the work, use and occupancy to be covered by the permit for which the application is made;
  - (b) identify and describe in detail the existing uses and the proposed uses(s) for which the premises are intended;
  - (c) describe the land on which the work is to be done, by a description that will readily identify and locate the



- site on which the building or demolition is to occur;
- (d) be accompanied by plans and specifications as described in the by-law;
  - (e) be accompanied by the required fees in accordance with Schedule “A”.
  - (f) be accompanied by the required Development Charges as per the current Development Fees By-Laws;
  - (g) invite the parties to the application including the names, addresses and telephone numbers of the owner, applicant, architect, engineer or other designer, and the constructor or person hired to carry out the demolition, as the case may be;
  - (h) when Article 1.2.1.1 of Division C of the Ontario Building Code applies, be accompanied by a signed acknowledgement of the owner on a form prescribed by the Chief Building Official that an architect or professional engineer, or both, have been retained to carry out the general review of the construction or demolition of the building;
  - (i) When Article 1.2.1.1 of Division C of the Ontario Building Code applies, be accompanied by a signed statement of the architect or professional engineer, or both, on a form prescribed by the Chief Building Official, undertaking to provide general review of the construction or demolition of the building;
  - (j) include, where applicable, the registration number of the builder or vendor as provided in the Ontario New Home Warranties Plan Act;
  - (k) state estimated construction valuation of the proposed work including material and labour; and
  - (l) be signed off by the applicant who shall certify as to the truth of the contents of the application.
- (3) In addition to the requirements of subsection (2) above, every demolition permit application shall:
- (a) when Article 1.2.2.3 of Division C of the Ontario Building Code applies, be accompanied by structural design characteristics of building and the method and time schedule of the demolition; and
  - (b) be accompanied by satisfactory proof that arrangements have been made with the proper authorities for the termination and capping of all the water, sewer, gas, electric, telephone or other utilities and services.

- (4) In addition to the requirements of subsection (2) above, every construction permit application for part of a building shall:
- (a) include an application for the entire project; and
  - (b) include plans and specifications covering the part of the work for which more expeditious approval is desired, together with such information pertaining to the remainder of the work as may be required by the Chief Building Official.
- (5) In addition to the requirements of Subsection (2) above, every **conditional permit** application for the construction of a building shall be accompanied by:
- (a) a written statement from the applicant explaining why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted;
  - (b) written acknowledgement from the applicant of the necessary approvals which must be obtained in respect of the proposed construction and the time period in which such approvals shall be obtained;
  - (c) A written agreement, executed by the applicant, the owner, and any other necessary persons the Chief Building Official determines for the purposes set out in clause 8(3)(c) of the Act; and
- (6) In addition to the applicable requirements of Subsection (2) above, every **change of use permit** application shall:
- (a) describe the building or part thereof in which the occupancy is to be changed; and
  - (b) include plans and specifications which show the current and proposed occupancy of all parts of the building, and which contain sufficient information to establish compliance with the requirements of the Building Code including, floor plans, details of wall, floor, and roof assemblies identifying required fire resistance rating and load bearing capacities.
- (7) In addition to the applicable requirements of Subsection (2) above, every application for a permit to construct an **on-site sanitary sewage system** under Subsection 8(1) of the Act shall:
- (a) using the form, "Application for a Permit to Construct or Demolish" as prescribed by the Act, provide all information pertaining to the construction including Schedule 1 and 2 as required by the form;
  - (b) be accompanied by the complete plans, specifications, documents,

and other information as required by Division C, Article 1.3.5.4. of the Ontario Building Code and as prescribed in Section 4.00 and Schedule C to this By-law, for the work to be covered by the permit;

- (c) be accompanied by the completed form as prescribed in Schedule A to this By-law where Division C, Subsection 1.2.2. of the Building Code applies;
  - (d) include a Site Evaluation Report, completed in conformance with the provisions of Division B, 8.2.1.2. of the Building Code; and
  - (e) be accompanied by any other information necessary to, or required in accordance with the Act, the Building Code, and applicable law, and;
  - (f) be accompanied by the required fees and deposits calculated in accordance with Schedule A; and
  - (g) an as constructed sketch completed by the installer/designer will be required at the time of final inspection.
- (8) The Chief Building Official shall, where conditions in Subsection (4) above have been fulfilled, issue a permit for part of a building subject to Compliance with the Act, the Building Code, and any applicable law.
- (9) The Chief Building Official may, where conditions in Subsection 8(3) to 8(5) of the Act and Subsection (5) above have been fulfilled, issue a conditional permit for a building subject to compliance with the Act, the Building Code, and any applicable law.
- (10) The Chief Building Official shall not, by reason of the issuance of a Conditional permit or a Partial permit, be under any obligation to grant any further permits.
- (11) Every request for authorization to occupy an unfinished building under Division C, Article 1.3.3.1., 1.3.3.2., and 1.3.3.4. of the Building Code shall:
- (a) No person shall occupy, or permit to be occupied, any building which was constructed under building permit except in conformance with the Act, the Building Code, and the provisions of this By-law;
  - (b) Provide notice of intent to occupy an unfinished building to the Chief Building Official, prior to establishing occupancy of any portion, in part or whole of the building under permit, in accordance with Section 11 of the Act, and Division C, Subsection 1.3.3. of the Building Code;

- (c) identify and describe in detail the occupancy, the date of such occupancy, and the building or part thereof for which the request for a permit is made;
- (d) be accompanied by plans which show the areas of the proposed occupancy;
- (e) Where General Review by an Architect, Engineer, or Both when applicable is required in conformance with Division C, Subsection 1.2.2. of the Building Code, all reports from the Architect, Engineer, or Both where applicable, stating their opinion to general conformity of the construction in accordance with the approved permit drawings and specifications as issued is to be provided to the Chief Building Official; and
- (f) An Occupancy Permit may only be issued by the Chief Building Official, or designate of the Chief Building Official, as appointed under By-law of the Corporation.

- (12) Should a permit holder wish to make a material change to any plan, specification, document, or other information on the basis of which the permit was issued, the permit holder shall file an application for a revision to the permit which describes the material changes and pay the fee set out in Schedule A.
- (13) Where an application for a permit remains incomplete or inactive for six months after it is made, the application may be deemed by the Chief Building Official to have been abandoned and notice, thereof, shall be given to the applicant.
- (14) Building without a permit is a contravention of both this municipal by-law and provincial statute and regulation. Any person or corporation who commences construction, demolition or changes the use of a building before submitting an application for a permit or receiving a permit, shall in addition to any other penalty under the Act, building code or this by-law pay an additional fee equal to 100% of the amount calculated as to the full permit fee for the entire project in order to compensate the corporation for the additional work incurred by such early start of work.

The additional fee in section 4(15) shall not relieve any person or other corporate entity from complying with the Building Code and other applicable law or from any penalty prescribed by the Building Code Act for commencing construction prior to obtaining a building permit.

Any person who commences construction, demolition or changes the use of a building or part, thereof, prior to the issuance of a permit contrary to any permit having previously issued which results in the issuance of orders under the Building Code Act shall, in addition to any other penalty imposed under the Act or Building Code, pay a non-refundable fee as per Schedule A.

## 5. **Plans and Specifications**

- (1) Every applicant shall furnish;

- (a) sufficient plans, specifications, documents, and other information to enable the Chief Building Official to determine whether the proposed construction, demolition, or change of use conforms to the Act and Building Code; and
  - (b) a site plan referenced to a current plan of survey certified by a registered Ontario Land Surveyor and copy of such a survey shall be filed with the municipality unless this requirement is waived because the Chief Building Official is able, without having a current plan of survey, to determine whether the proposed work conforms to the Act, the Building Code, and any other applicable law. Site Plan will include all information in Schedule B of this by-law.
- (2) Plans submitted shall be legible and be drawn to an appropriate scale.
- (3) The Chief Building Official shall determine the number of plans, specifications, documents, and other information required to be furnished with an application for permit having regard for the requirements of any Act, regulation, or by-law respecting the examination or circulation of the application.
- (4) On completion of the construction of a building, the Chief Building Official may require a set of as constructed plans, including a plan of survey showing the locations of the building.
- (5) Plans and specifications furnished according to this by-law or otherwise required by the Act become the property of the municipality and will be disposed of or retained in accordance with relevant legislation.
- (6) Where the prescriptive requirements or acceptable solutions of Division B of the Building Code are not met, the Chief Building Official may approve an alternative solution as required by Division C, Subsection 2.1.1. of the Building Code. An alternative solution proposal may be requested for a system or building design at the time of permit application, or if a material change is necessary to a plan, specification, document, or other information on the basis of which a permit is issued. The applicant, with or without their approved representative, shall submit:
- (a) a completed "Application for an Alternative Solution.
  - (b) a description of the applicable objectives, functional statements, and acceptable solutions;
  - (c) a description of the proposed material, system or building design for which authorization is sought;
  - (d) supporting documentation demonstrating that the proposed material, system or building design will provide the level of performance required by the Building Code; and

- (e) the results of tests or evaluations as may be required to achieve compliance with Division C, Article 2.1.1.2. of the Building Code; and
- (f) payment of the required fee as set out in Schedule A.

The Chief Building Official or registered code agency may accept or reject any proposed alternative solutions and may impose conditions or limitations on their use. Alternative solutions that are accepted under this section shall be applicable only to the location described in the application and are not transferable to any other permit.

## **6. Fees**

- (1) The Chief Building Official shall determine the required fees calculated in accordance with Schedule "A" for the work proposed and the applicant shall pay such fees. No permit shall be issued until the fees therefore have been paid in full.
- (2) Subject to Subsection 7(1), there shall be no refund of permit fees where a permit has been revoked.
- (3) Refund of building permit fees will be determined as follows:
  - (1) In the case of all or a portion of the work or of the non-commencement of any project, the Chief Building Official shall determine the amount of refund of permit fees, if any, that may be returned to the permit holder.
  - (2) The fees that may be refunded shall be a percentage of the fees payable as determined by Schedule A and as follows:
    - a) Ninety (90%) percent if administrative and zoning functions only have been performed;
    - b) Eighty (80%) percent if administrative, zoning and plan examination function have been performed;
    - c) Seventy-five (75%) percent if the permit has been issued and no field inspections have been performed subsequent to permit issuance;
    - d) Five (5%) percent shall additionally be deducted for each field inspection that was performed after the permit has been issued.
  - (3) No refund shall be made when the amount is calculated to be one hundred and fifty dollars (\$150.00) or less.
  - (4) The fee for the transfer of permit is non-refundable.

## **7. Permit Revocation, Deferral of Revocation and Transfer**

- (1) Revocation of Permit

Prior to revoking a permit under clauses 8(10) (b) and (c) of the Act, the Chief Building Official shall give written notice of intention to revoke to the permit holder at his last known address and if on the expiration of thirty (30) days from the date of such notice, the ground for revocation continues to exist, the permit may be revoked without further notice and all submitted plans and other information may be disposed of.

(2) Deferral of Revocation

- (a) On receipt of a notice of intention to revoke a permit, a permit holder may request in writing within thirty (30) days from the date, thereof, the Chief Building Official to defer the revocation of such permit.
- (b) A request for deferral shall set out the reasons why the permit should not be revoked and the date by which the work will be commenced or resumed.
- (c) Having considered the circumstances of the request and having determined that there have been no changes to the Act and the Building Code and any other applicable law which would have prevented the issuance of the original permit, the Chief Building Official may allow a deferral to a prescribed date and shall notify the permit holder.
- (d) A request for deferral of revocation is subject to a fee in accordance with Schedule "A".
- (e) A refund will not be issued for revoked permits.

(3) Transfer of Permit

- (a) Permits are transferable only upon the new owner completing a permit application to the requirements of Section 4.
- (b) A fee, as prescribed in Schedule "A" shall be payable on a transfer of permit by the new owner who shall thenceforth be the permit holder for the purpose of the Act, and the Building Code.

**8. Prescribed Notice and Inspections**

- (1) The person to whom a permit has been issued under Section 8 of the Act shall give to the Chief Building Official notice of the readiness for inspection in accordance with prescribed notices described in Division C, Section 1.3.5 of the Building Code.
- (2) Notices shall be given as required by Division C, Section 1.3.5 of the Building Code.



**9. Fencing**

Where, in the opinion of the Chief Building Official, a construction or demolition site presents a particular hazard to the public, the Chief Building Official may under Clauses 7 (1)(i) and 7 (1)(j) of the Act, require the erection of such fencing as the Chief Building Official deems necessary to abate the hazard.

The height of every fence shall be a minimum of 4 feet (1.2 metres) and a maximum of 6 feet (1.8 metres), to be measured from the highest adjacent grade and, shall be of a description as determined by the Chief Building Official.

**10. Code of Conduct**

The Code of Conduct as required under Section 7.1 of the Act is under municipal Policy Number 60.

**11. Severability**

Should any section, subsection, clause, or provision of this by-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this by-law as a whole or any part, thereof, other than the part so declared to be invalid.

**12. Penalty**

- (1) Every person who contravenes any provision of this By-law is guilty of an offence and liable:
  - a) on a first conviction to a fine of not more than \$25,000, and
  - b) on any subsequent conviction, to a fine of not more than \$50,000.
- (2) Where the person convicted is a corporation, the maximum fines are \$50,000 on a first offence and \$100,000 for any subsequent conviction.

**13. Part XII – Miscellaneous**

- (1) All Schedules to this By-law form part of this By-law.
- (2) A reference to the singular or the masculine shall be deemed to refer to the plural or feminine as the context may require.

**14. Repeal**

By-Law Number 2023-017 as amended and all policies in regard to fees and refunds, are hereby repealed in their entirety.

**15. Effective Date**

That this By-Law shall come into effect on September 17, 2024.

Read a first, second and third time and finally passed in open Council this 17th day of September 2024.

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Jim Martin, Mayor

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Robert V. Angione, Clerk

**SCHEDULE “A”  
TO BY-LAW 2024-069**

**Building Permit Fees 2024**

Type	2024 Fee
<b>Residential, Seasonal Residential, Multi-Residential, Agriculture New, Additions, Covered Porch</b>	<b>\$ 1.40 per sq. ft.</b>
<b>Residential, Seasonal Residential, Multi-Residential Tenant Fit-up (Renovation)</b>	<b>\$ 0.38 per sq. ft.</b>
<b>Commercial, Industrial, Institutional New, Additions</b>	<b>\$ 1.50 per sq. ft.</b>
<b>Commercial, Industrial, Institutional Tenant Fit-up (Renovation)</b>	<b>\$ 0.38 per sq. ft.</b>
<b>Accessory Buildings – All Classes i.e., garages, boathouses, utility sheds</b>	<b>\$ 0.72 per sq. ft.</b>
<b>Decks, Verandas - All Classes (no roof)</b>	<b>\$ 0.81 per sq. ft.</b>
<b>Plumbing Permit Only – All Classes \$75.00 plus \$7.50 per fixture</b>	<b>Minimum of \$120.00</b>
<b>Change of Use-No Construction</b>	<b>\$150.00</b>
<b>Demolition</b>	<b>\$125.00</b>
<b>Transfer of Permit</b>	<b>\$375.00</b>
<b>Deferral of Revocation of a permit</b>	<b>\$100.00</b>
<b>Minimum Permit Fee</b>	<b>\$150.00</b>
<b>Building Without a Permit</b>	<b>Permit fee + 100% of original fee</b>
<b>Projects not defined above</b>	<b>\$150.00</b>
<b>Issuance of Order Under BCA</b>	<b>\$150.00</b>
<b>Stop Work Order plus Registration on Title</b>	<b>\$200.00</b>
<b>Occupancy Permit</b>	<b>\$150.00</b>
<b>Sign Permit</b>	<b>\$ 75.00</b>
<b>Renewal Fee Permit – after 2 years</b>	<b>\$200.00</b>

<b>Courtesy Inspection</b>	<b>\$150.00</b>
<b>Inspections on permits 10 years or older per inspection</b>	<b>\$150.00</b>
<b>Fees per inspection deemed necessary by the Chief Building Official or for call-back inspections where the work was not complete/failed inspection (applicable to existing buildings or defective/deficient new/altered.</b>	<b>\$150.00</b>
<b>Farm structures</b>	<b>.40 per sq. ft</b>
<b>Foundation</b>	<b>.40 per sq. ft</b>
<b>Administrative fee – Cloudpermit application submission on behalf of owner/applicant</b>	<b>\$100.00</b>
<b>Revision to Plans – Minor</b>	<b>\$100.00</b>
<b>Revision to Plans – Major</b>	<b>0.05 per sq. ft – minimum \$250.00</b>
<b>Public Pool Permits</b>	<b>\$500.00</b>
<b>Class 4 Sewage System, design capacity less than or equal to 4,500 litres per day</b>	<b>\$1,000.00</b>
<b>Class 4 Sewage System, design capacity greater than 4,500 litres per day and less than 10,000 litres per day</b>	<b>\$1,450.00</b>
<b>Class 4 Sewage System tank replacement only</b>	<b>\$400.00</b>
<b>Class 5 Sewage System (Holding Tank)</b>	<b>\$1,000.00</b>
<b>Class 3 Sewage System (Cesspool)</b>	<b>\$500.00</b>
<b>Class 2 Sewage System (Greywater system)</b>	<b>\$500.00</b>
<b>System permit for Filter Bed repair, replacement, or extension of 6 square meters or less; Trench bed repair, replacement or extension of 16 meters of less</b>	<b>\$500.00</b>
<b>Mandatory Maintenance Inspections- Inspections of Sewage Systems (Source Water Protection Areas)</b>	<b>\$375.00</b>
<b>Existing Sewage System Review or Change of Use</b>	<b>\$400.00</b>
<b>Rezoning, minor variance or Official Plan Amendment comments requiring a site visit</b>	<b>\$250.00</b>
<b>Severance or Subdivision Comments</b>	<b>First lot \$300.00 Each additional lot, \$150.00</b>

## **SCHEDULE “B” TO BY-LAW 2024-069**

### **SITE PLAN REQUIREMENTS**

The following shall be shown clearly on the site plan:

- Drawn to the appropriate scale
- Include all existing buildings and sizes
- Lot dimensions
- All four setbacks to building (proposed and existing)
- Septic locations (proposed and existing)
- Surface water drainage by arrows (not to flow to adjacent properties)
- Any retaining wall
- North arrow
- Street name and number
- Legal description of property
- Right-of-way width (fire road)
- Proposed and existing swales and ditches
- Foundation or sump drainage (to dry well or ditch)
- Proximity to above ground electrical wires

**Commercial properties** also need to include:

- Hours of operation
- Proposed signs and locations
- Proposed illumination and location

**SCHEDULE "C"**  
**TO BY-LAW 2024-069**

**Existing Sewage System - Application Review**

**Class 2 and 3    3B: Site Evaluation Form**

**Class 4 and 5    3A: Site Evaluation Form**

**Corporation of the  
Township of Havelock-Belmont- Methuen**

**By-law Number 2024 – 070**

Being a by-law to confirm the proceedings of the Regular Meeting of the Council of the Township of Havelock-Belmont-Methuen held on September 17, 2024.

**WHEREAS** the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, Section 238 (2), provides that every municipality and local board shall pass a procedure by-law for governing the calling, place and proceedings of meetings.

**NOW THEREFORE**, the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

1. That the actions of the Council at its meeting held on the seventeenth day of September, 2024 A.D. in respect to each recommendation and action by the Council at its said meeting, except where prior approval of the Ontario Municipal Board or other statutory authority is required, is hereby adopted, ratified and confirmed.
  
2. That the Mayor and the Clerk of the Township of Havelock-Belmont-Methuen are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Read a first, second, and third time and finally passed in Open Council this 17th day of September, 2024.

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Jim Martin, Mayor

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Robert V. Angione, Clerk