

Township of Havelock-Belmont-Methuen Regular Council Meeting Agenda

Date: Tuesday, December 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 Zoom Invitation Link](#)

Meeting ID: 890 5733 1728
Passcode: 016873

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 – December 3, 2024

Delegations and Presentations

1. Byron Tan, Watson & Associates Economists Ltd.
Re: Development Charges

Public Meeting

Public Meeting for Committee of Adjustment (Minor Variance Applications)

1. Samantha Deck, Planner
Re: Neil Murray & Janice Greenshields - 65 Fire Route 85G – Jack Lake
Part Lot 28, Concession 8, Application A-15-24
ARN: 1531-010-007-40800
2. Samantha Deck, Planner
Re: Ryan Davis – 722 Old Norwood Road
Part Lot 6, Concession 9, Application A-16-24
ARN: 1531-010-001-03909

Regular Meeting Resumes

Planning

1. Samantha Deck, Planner
Re: Jack Lake (Sharpes Bay) At Capacity Mapping Update
2. Samantha Deck, Planner
Re: Creation of a New Lot – Application B-166-22 (Darryl Tighe on behalf of Andrew & Katherine Hoag)
3. Samantha Deck, Planner
Re: Ontario Land Tribunal E-File Appeal Registration for Township

Staff Reports for Information

1. Lionel Towns, Treasurer
Re: Comparison of Costs Received for RFP #PW-2024-05 (Curbside Garbage Collection) Compared to Existing Waste Costs
2. Peter Lauesen, Manager of Public Works
Re: Public Works November Department Updates

3. Peter Lauesen, Manager of Public Works
Re: Havelock Drinking Water System Inspection Report
4. Shari Gottschalk, Economic Development Officer
Re: Social Media Insights – November 2024
5. Travis Toms, Chief Building Official
Re: Building Department Activity Report – November 2024
6. Josh Storey, Supervisor of Parks, Recreation & Facilities
Re: Parks, Recreation and Facilities November Department Updates

Staff Reports for Follow-up Action

1. Bob Angione, Chief Administrative Officer/Clerk
Re: Board and Committee Appointments
2. Bob Angione, Chief Administrative Officer/Clerk
Re: Norwood Medical Centre

Correspondence

Action Items

None.

Information Items

1. Haliburton, Kawartha, Pine Ridge District Health Unit and Peterborough Public Health
Re: Media Release – The Merger of HKPR District Health Unit and Peterborough Public Health Moves Forward
2. Peterborough Public Health
Re: Media Release – Health Unit’s Annual Report Highlights More Severe Food Insecurity

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

None.

By-Laws

1. **By-law 2024-086** Being a By-law to appoint persons to various Boards and Committees representing the Corporation of the Township of Havelock-Belmont-Methuen for the years 2025 and 2026.

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; and

Section 239(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

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 December 17, 2024.

Adjournment

Next Regular Meeting
Tuesday, January 14, at 9:30 a.m.

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

A Regular Meeting of the Council of the Corporation of the Township of Havelock-Belmont-Methuen was held on December 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
Jerry Doherty, Councillor
Beverly Flagler, Councillor

Staff:

Bob Angione, Chief Administrative Officer/Clerk
Leah Hutton, Acting Deputy Clerk
Lionel Towns, Treasurer
Shari Gottschalk, Economic Development Officer
Samantha Deck, Planner
Ray Haines, Fire Chief
Peter Lauesen, Manager of Public Works

Regrets:

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-584-24 Moved by Deputy Mayor Webb
 Seconded by Councillor Clement

That the minutes of the Regular Council Meeting held on November 19, 2024 be approved and adopted as presented.

Carried.

Delegations and Presentations

1. Mike Vilneff, The Loomex Group
 Re: Community Risk Assessment

R-585-24 Moved by Councillor Clement
 Seconded by Deputy Mayor Webb

That the delegation from Mike Vilneff from the Loomex Group regarding the Community Risk Assessment be received for information.

Carried.

Planning:

1. Samantha Deck, Planner
 Re: Assume Certain Lands as a Public Highway (Sandy Lake Road)

R-586-24 Moved by Councillor Doherty
 Seconded by Councillor Clement

That Council enacts a By-law, in the by-law section of today's meeting, to dedicate and assume certain lands as a Public Highway, specifically identified as Part Lot 23, Concession 4, being Part 4 on Registered Plan 45R-17752, being a portion of Sandy Lake Road; and further

That the Municipal Solicitor be directed to register the Assumption By-law at the Registry Office and have the authority to revise the by-law so far as necessary for the purposes of registration.

Carried.

Staff Reports for Information:

1. Peter Lauesen, Manager of Public Works
Re: Public Works October Department Updates

R-587-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That the staff report regarding the Public Works October Department Update be received for information.

Carried.

Staff Reports for Follow-up Action

1. Lionel Towns, Treasurer
Re: Update of Havelock-Belmont-Methuen's Strategic Asset Management Policy

R-588-24 Moved by Deputy Mayor Webb
Seconded by Councillor Flagler

That the Havelock-Belmont-Methuen Strategic Asset Management Policy be adopted.

Carried.

2. Bob Angione, Chief Administrative Officer/Clerk
Re: Emergency Management

R-589-24 Moved by Councillor Clement
Seconded by Deputy Mayor Webb

That By-law No. 2024-082 being a By-law to adopt an Emergency Management Program and Emergency Response Plan and to meet Requirements under the Emergency Management and Civil Protection Act be adopted in the by-law section of this Open Session Council Meeting; and further

That Council designate the Economic Development Officer (Shari Gottschalk) as the Emergency Information Officer; and further

That Council designate the Administrative Assistant (Skylar Soady) as the Alternate Emergency Information Officer; and

Further that staff is hereby directed to complete the 2024 Compliance Submission and submit the necessary paperwork to the Office of the Fire Marshal and Emergency Management before December 31, 2024.

Carried.

3. Bob Angione, Chief Administrative Officer/Clerk
Re: Environmental Grant Application

R-590-24 Moved by Councillor Flagler
Seconded by Councillor Doherty

That the Environmental Grant Application from the Cordova Lake Cottage Association be approved in the amount of \$390.42 to fund E. coli testing.

Carried.

4. Bob Angione, Chief Administrative Officer/Clerk
Re: Streetscape Concept for George Street

R-591-24 Moved by Deputy Mayor Webb
Seconded by Councillor Flagler

That Jewell Engineering Ltd. is to provide a cost breakdown for the following items relating to the streetscaping along George Street, up to the intersection of Oak Street and George Street; and further

That the cost breakdown includes improvements at the intersection of George Street and Oak Street; and further

That cost breakdown excludes the interlocking concrete sidewalks option; and further

That the cost breakdown includes decorative lighting on the existing poles located on the north and south sides of George Street; and further

That a cost breakdown be provided for crosswalks and itemized as an extra item.

Carried.

5. Bob Angione, Chief Administrative Officer/Clerk
Re: Council Meeting Schedule 2025

R-592-24 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That the Council Meeting Schedule for 2025 be amended to reschedule the February 18th meeting to February 11th; and further

That the Council Meeting Schedule be approved as amended.

Carried.

Correspondence:

Action Items

None.

Information Items

None.

Committee Liaison Reports:

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

Deputy Mayor Webb indicated that a more detailed report would be provided after the next County Council budget meeting.

2. Bob Angione, Chief Administrative Officer/Clerk
Re: Councillor Activity Report

Councillor Clement indicated that the Community Policing Committee will hold their Cram the Cruiser event this Saturday at the Havelock Foodland.

R-593-24 Moved by Deputy Mayor Webb
Seconded by Councillor Flagler

That the County Council Update and the Councillor Activity report be received for information.

Carried.

Written or Oral Notice of Motion or Discussion:

None.

Other Business:

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

R-594-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That a Special Council Meeting be scheduled for Monday, December 16, 2024 in order to commence the 2025 budget deliberations.

R-595-24 Moved by Deputy Mayor Webb
Seconded by Councillor Flagler

That staff are to bring a report to a future Council meeting to outline details relating to the switching of evening meetings to daytime Council meetings.

Carried.

By-Laws

R-596-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

1. That **By-law 2024-081** being a by-law to assume certain lands and to dedicate Part Lot 23, Concession 4, being Part 4 on Registered Plan 45R-17752 as a Public Highway (Sandy Lake Road) be adopted and be read a first, second, and third time and finally passed this 3rd day of December 2024.

Carried.

R-597-24 Moved by Councillor Clement
Seconded by Deputy Mayor Webb

2. That **By-law 2024-082** being a by-law to adopt an Emergency Management Program and Emergency Response Plan and to meet Requirements under the Emergency Management and Civil Protection Act be adopted and be read a first, second, and third time and finally passed this 3rd day of December 2024.

Carried.

R-598-24 Moved by Councillor Clement
Seconded by Councillor Flagler

3. That **By-law 2024-083** Being a by-law to establish dates and starting times for Regular Council Meetings in the year 2025 be adopted as amended to reschedule the February 18th meeting to February 11th be read a first, second, and third time and finally passed this 3rd day of December 2024.

Carried.

Closed Session:

R-599-24 Moved by Deputy Mayor Webb
Seconded by Councillor Flagler

That the meeting moves in to Closed Session at 10:29 a.m. under authority of Section 239(2)(b) for personal matters about an identifiable individual, including municipal or local board employees; and

Section 239(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and

Section 239 (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried.

That the meeting rise from Closed Session at 1:54 p.m. and resume in open session.

Business Arising from Closed Session:

R-600-24 Moved by Councillor Clement
 Seconded by Deputy Mayor Webb

That staff is hereby to directed to present a report at the Open Session Council meeting scheduled for December 17, 2024 which outlines all committee and board appointments.

Carried.

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

1. A personal matter about an identifiable individual, including municipal or local board employees. (4 item).
2. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (1 item).
3. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (1 item).

Confirming By-Law:

R-601-24 Moved by Councillor Clement
 Seconded by Councillor Flagler

That By-law 2024-084, 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 3rd

day of December 2024, be read a first, second, and third time and finally passed this 3^d day of December 2024.

Carried.

Adjournment:

R-602-24 Moved by Deputy Mayor Webb
 Seconded by Councillor Doherty

That this meeting adjourn at 1:55 p.m.

Carried.

Jim Martin, Mayor

Robert V. Angione, Clerk



 **Watson**
& Associates
ECONOMISTS LTD.

Development Charges Council Presentation #3

Township of Havelock-Belmont-Methuen
December 17, 2024

0

Agenda

- Recap of the Process and Timelines
- Recap of the Growth Forecast
- Township-Wide Capital Projects
- Wastewater Calculations
- Calculated Development Charges
- Survey of Municipal D.C.s
- Next Steps
- Questions





Overview of Process –Timelines

- 1** **April 18, 2023**
Council Presentation #1
- 2** **April 2023 to August 2024**
Data collection, staff review, D.C. calculations and policy work
- 3** **November 5, 2024**
Council Presentation #2
- 4** **December 17, 2024**
Council Presentation #3
- 5** **December 2024**
Release of Final Background Study
- 6** **January 2025**
Mandatory Public Meeting
- 7** **Spring 2025**
Council Consideration of By-law

Growth Forecast Overview



Measure	10 Year 2024-2033
(Net) Population Increase	612
Residential Unit Increase	169
Non-Residential Gross Floor Area Increase (sq.ft.)	133,100
Non-Residential Employees	121

Source: Watson & Associates Economists Ltd. Forecast 2024

Capital Summary



Development Charge Service	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
						Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
Fire Protection Services	2024-2033	215,000	-	-	215,000	-	-	215,000	178,450	36,550
Services Related to a Highway	2024-2033	7,494,000	1,560,000	-	5,934,000	3,848,200	200,000	1,885,800	1,565,214	320,586
Public Works	2024-2033	12,781,500	7,535,900	-	5,245,600	4,327,100	-	918,500	762,355	156,145
Parks and Recreation Services	2024-2033	5,294,000	719,500	-	4,574,500	-	3,723,000	851,500	808,925	42,575
Library Services	2024-2033	70,000	-	-	70,000	-	-	70,000	66,500	3,500
Growth Studies	2024-2033	342,000	-	10,000	332,000	106,000	-	226,000	192,080	33,920
Wastewater Services	2024-WWTP Capacity Buildout	5,500,000	-	-	5,500,000	5,060,000	-	440,000	369,600	70,400
Total		31,696,500	9,815,400	10,000	21,871,100	13,341,300	3,923,000	4,606,800	3,943,124	663,676

Wastewater D.C.s



- The Township retained OCWA and CIMA+ to prepare an Environmental Study Report.
- Through meetings with staff and the Township's water and wastewater consultants, it was determined that the Havelock Phase 1 WWTP Upgrades were D.C. eligible based on the proposed capacity it will provide.
- It is noted that the Phase 2 WWTP expansion will also be D.C. eligible. However, the specifics of the project are still in developing and will be included in a future D.C. study update.
- Similarly, the water infrastructure needs for future growth are currently being developed and will be included in a future D.C. study update.
- The following slides provide a summary of the WWTP growth forecast and calculations.

5

Growth Forecast - Wastewater



Plant Capacity Calculations	Amount
Current Capacity (m ³ per day)	820.00
Committed Capacity (Long Term Care - 136 Units) (m ³ per day)	61.20
Total Committed Capacity (m³ per day)	881.20
Rated Capacity (m ³ per day)	1,200.00
Max Usable Capacity (80%) (m³ per day)	960.00
Remaining Capacity for New Developments (m³ per day)	78.80
Estimated Single Detached Equivalents	77
Estimated Population/Employees	175
Non-Growth %	92%
Growth %	8%
Residential Population	147
Non-Residential Employees	28

Wastewater Calculations



Phase 1 WWTP Upgrades	Amount
Gross Cost	\$ 5,500,000
Benefit to Existing	\$ 5,060,000
Net DC Eligible	\$ 440,000
Residential Share (84%)	\$ 369,600
Non-Residential Share (16%)	\$ 70,400

Residential Calculations		
Net Residential Costs	\$	369,600
Population Equivalent		147
Residential DC Per Capita		2,514
D.C. by Unit Type		
Single and Semi-Detached Dwelling	2.267	\$ 5,700
Multiples	2.044	\$ 5,139
Apartments - 2 Bedrooms +	2.010	\$ 5,054
Apartments - Bachelor and 1 Bedroom	1.060	\$ 2,665

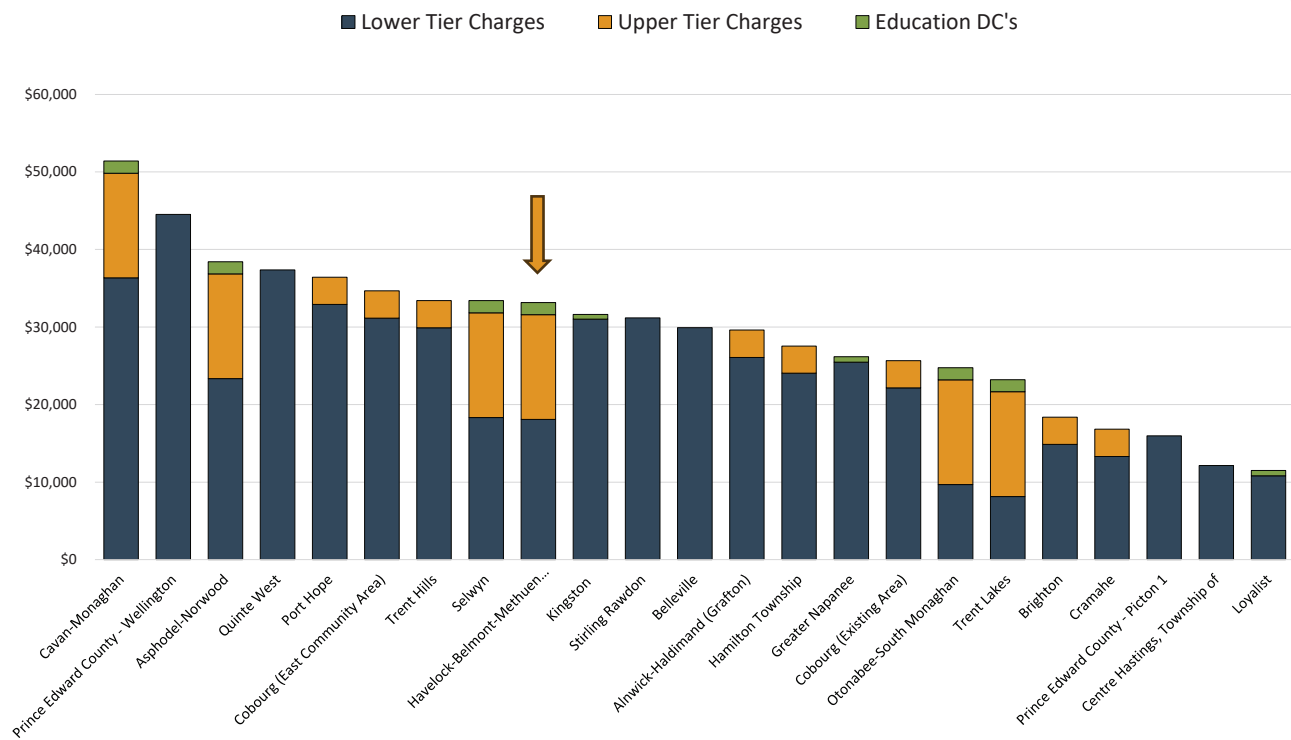
Non-Residential Calculations	
Net Non-Residential Costs	\$ 70,400
Employees	28
Average sq.ft. per Employee	715
Estimated Sq.ft.	20,020
Non-Residential D.C. per Sq.ft.	\$ 3.52

Development Charges



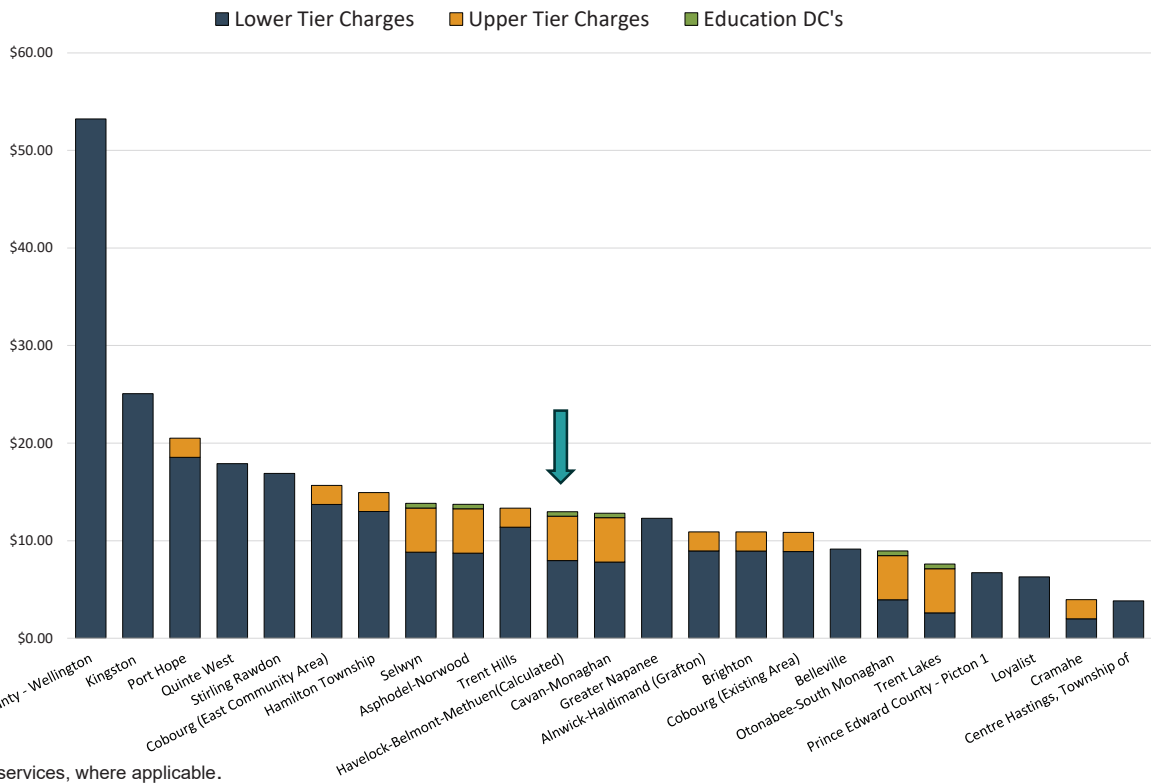
Service/Class of Service	RESIDENTIAL				NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	(per sq.ft. of Gross Floor Area)
Township-Wide Services/Class of Service:					
Services Related to a Highway	5,425	4,891	4,810	2,537	2.41
Public Works (Facilities and Fleet)	2,643	2,383	2,343	1,236	1.17
Fire Protection Services	619	558	549	289	0.27
Parks and Recreation Services	2,804	2,528	2,486	1,311	0.32
Library Services	231	208	205	108	0.03
Growth Studies	666	600	590	311	0.25
Total Township-Wide Services/Class of Services	12,388	11,168	10,983	5,792	4.45
Urban Services					
Wastewater Services	5,700	5,139	5,054	2,665	3.52
Total Urban Services	5,700	5,139	5,054	2,665	3.52
GRAND TOTAL TOWNSHIP-WIDE SERVICES	12,388	11,168	10,983	5,792	4.45
GRAND TOTAL TOWNSHIP-WIDE SERVICES AND URBAN AREA SERVICES	18,088	16,307	16,037	8,457	7.97

Survey of Comparator Municipalities – Single/Semi-Detached



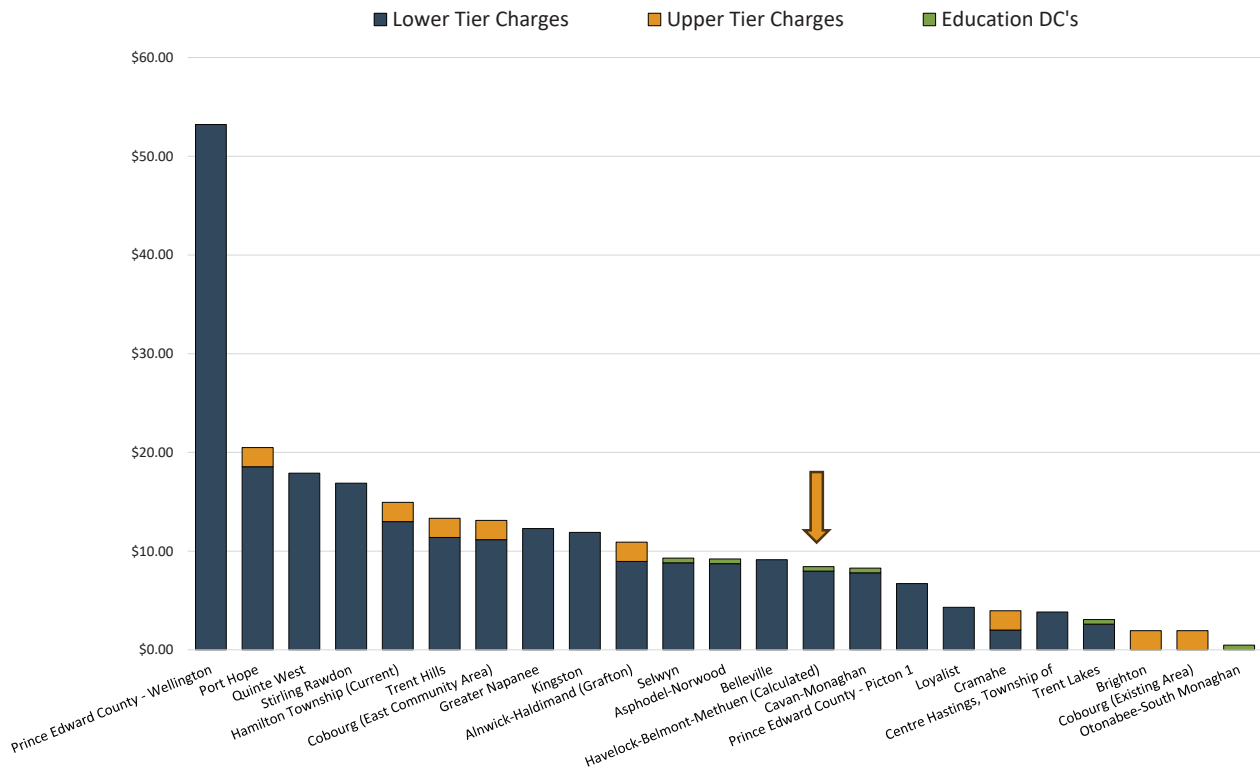
Note: Above rates includes full services, where applicable.

Survey of Comparator Municipalities – Commercial (per sq.ft.)



Note: Above rates includes full services, where applicable.

Survey of Comparator Municipalities – Industrial (per sq.ft.)



Note: Above rates includes full services, where applicable.



Next Steps



April 18, 2023
Council Presentation #1



April 2023 to August 2024
Data collection, staff review, D.C. calculations and policy work



November 5, 2024
Council Presentation #2



December 17, 2024
Council Presentation #3



December 2024
Release of Final Background Study



January 2025
Mandatory Public Meeting



Spring 2025
Council Consideration of By-law

Questions



TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Chairman and Members of Committee of Adjustment
Prepared By: Samantha Deck, Planner
Meeting Date: December 17, 2024
Subject: **Minor Variance Application A-15-24**

Subject Property

Property Owner(s): Neil Murray & Janice Greenshields
Municipal Address: 65 Fire Route 85G – Jack Lake
Roll Number: 1531-010-007-40800
Lot(s): Part Lot 28
Concession(s): 8
Area: 0.28 Hectares (0.7 Acres)
Zoning: Seasonal Residential (SR)
Official Plan: Shoreline
Ward: Methuen

PURPOSE and EFFECT:

The purpose of this Minor Variance application is as follows (all required reliefs are to the Township of Havelock-Belmont-Methuen's Comprehensive Zoning By-law 1995-42, as amended):

1. Seek relief from Section 4.1 (c) having the following effect(s):

i. Increasing the maximum required height of an accessory structure from 4.5 metres (15 feet) to 8.6 metres (28.2 feet).

2. Seek relief from Section 10.2.2.1 having the following effect(s):

i. Increase the maximum total floor area of all accessory buildings or structures from 75% of the total floor area of the main building on a lot in the 'Seasonal Residential (SR) Zone' to 140.4%.

The above relief is to permit the following changes on the subject property:

1. An addition of a second storey onto an existing accessory structure.

RECOMMENDATION:

That Minor Variance application A-15-24 be **approved** with the following conditions:

- That a building permit be issued in accordance with the Site Plan submitted;
- That a building permit be issued within **18 months** of the approval of this application and upon submission to the building department of the appropriate application, fees and supporting information as required by the Chief Building Official; and that
- The balance of the information in this report be received.

BACKGROUND:

Executive Summary:

The purpose of Minor Variance Application A-15-24 is to seek relief from Section 4.1 (c) and Section 10.2.2.1 of the Comprehensive Zoning By-law to permit the addition of a second storey onto an existing accessory structure.

A variance is required to increase the maximum required height of an accessory structure from 4.5 metres (15 feet) to 8.6 metres (28.2 feet). A variance is also required to increase the maximum total floor area of all accessory buildings or structures from 75% of the total floor area of the main building on a lot in the 'Seasonal Residential (SR) Zone' to 140.4%.

Subject Lands:

The subject lands are currently located on the eastern portion of Jack Lake, with an address of 65 Fire Route 85G (previously 1415 Jack Lake WAO). The subject lands are located outside of the portion of Jack Lake identified as being at capacity. The subject parcel is currently developed with an existing seasonal residential dwelling, sauna, sleeping cabin, boathouse, and accessory structure. The dwelling is currently serviced by an individual sewage system (ie. septic) and lake water.

The subject lands were previously subject to Minor Variance Application A-28-23, approved by the Committee of Adjustment on October 17, 2023, to facilitate the development of a wood-frame sauna with an abutting covered porch.

The property is located on Jack Lake with the surrounding uses:

Direction	Land Use
North	Seasonal Recreational
South	Jack Lake
East	Crown Land
West	Seasonal Recreational

Development Proposal:

The applicant is proposing to construct a second storey addition onto the existing accessory structure. The current accessory structure has a ground floor area of 54 square metres (576 square feet), and with the proposed addition of the second storey, the accessory structure will have a gross floor area of 116 square metres (1248 square feet).

A maximum height of 8.6 metres (28.2 feet) is proposed to facilitate the second storey addition onto the existing accessory structure, where a maximum height of 4.5 metres (15 feet) is currently permitted within the Zoning By-law. The applicant has indicated that the second-storey addition onto the accessory structure is proposed to enable the installation of a solar PV system and provide an amenity area above the garage, contributing to the creation of a net-zero dwelling utilizing a more environmentally sustainable approach. The height variance is required to provide improved access to sunlight, in lieu of the removal of trees or undertaking a complete redevelopment.

The maximum total floor area of all accessory buildings or structures is proposed to be 140.4% of the total floor area of the main building, where 75% is currently permitted within the Zoning By-law. The existing seasonal residential dwelling is relatively small, making it more challenging to balance the floor space between the accessory structures and dwelling.

PLANNING ANALYSIS:

This application is subject to the four tests of a Minor Variance, as outlined in the *Planning Act*. The tests are as follow:

1. Is this application “minor” in nature?

The test of whether a variance is considered minor is a question of any degree of impacts, and if so, whether the impacts are adverse and minor in extent or nature on the adjacent uses or buildings.

The requested variance is minor in nature as the proposed development will not have an adverse impact on neighbouring properties. Appropriate separation between the enlarged accessory structure and neighbouring properties is provided due to the forest canopy on the subject lands. The accessory structure meets all other provisions of the Zoning By-law not specifically being requested with this application.

The proposed enlarged accessory structure will not have an impact on the privacy and sunlight of neighbouring properties. No off-site impacts are anticipated in terms of views/fenestration, bulk, massing, or shadowing.

The proposed enlarged accessory structure will not have an adverse impact on natural heritage features, and will not further aggravate the shoreline.

Therefore, this application is considered minor in nature.

2. Is the application desirable and appropriate?

A variance can be considered desirable and appropriate by assessing its compatibility with existing development in the area. The requested variance is desirable and appropriate as the proposed enlarged accessory structure is located at the rear of the dwelling, is situated in an area free and clear of natural vegetation, and is compatible with adjacent seasonal residential development. The proposed enlarged accessory structure is compatible with existing development and will not obstruct any views from adjacent properties.

Based on the above, the requested variance is desirable for the appropriate development of the lands.

3. Does this application conform to the Intent of the Official Plan?

The Township Official Plan designation for the subject property is **Shoreline**. Under Section 3.3.3 – Shoreline Development, residential uses of both a permanent and recreational (cottage) nature are both permitted uses within the Shoreline Designation.

Additionally, under Section 3.3.4.1 – Development Policies – Development Considerations (a), indication is made that all new development should produce minimal visual, environmental, and navigational impacts to any abutting lake shorelines. Customarily, and in conformity with the Official Plan Shoreline Designation policies, new development is encouraged to take place outside the minimum high-water mark setback of all inland lakes across the Township. The proposed development is taking place outside of the 30 metre high water mark setback.

Section 2.1.24 of the Township Official Plan stipulates that whenever the Plan permits uses, buildings, or structures, it is intended that accessory uses, buildings and structures also be permitted that are normally incidental or subordinate to the principal uses, buildings, and structure on the same lot. As per the application, the proposed enlarged accessory structure will be subordinate to the principal dwelling and no living space is to be contained inside any portion of any new structure. Limited residential uses, alongside accessory uses/structures, are permitted in the Shoreline designation, as well as any expansion/enlargement, as per permissions under the Zoning By-law.

Section 1.2.5 of the Township Official Plan outlines that, “The policies of this Plan are founded on the premise that a sustainable community is composed of the following three principle elements in balance a) The Environment: a connected system of environmental features that support a healthy ecosystem”. The proposed development will result in a net-zero dwelling utilizing a more environmentally sustainable approach. This is demonstrated by improving access to sunlight with an enlarged accessory structure and not through the removal of trees or undergoing entire redevelopment of the site.

It is the Township’s planning opinion that this application maintains the general intent and purpose of the Township’s Official Plan.

4. Does this application conform to the Intent of the Zoning Bylaw?

The subject property is currently zoned as Seasonal Residential (SR). The SR Zone permits single detached recreational/vacation dwellings, inclusive of accessory structures, subject to the provisions and regulations under both Sections 10 and 4.1.

The proposed enlarged accessory structure will meet or exceed all other provisions of the Zoning By-law related to accessory structures, providing appropriate clearances in relation to setbacks, good grading/drainage, and opportunities for natural light for adjacent properties. The variances that are being sought are relatively minor and reflective of the current setback standards existing on the subject lot.

This application, as proposed, therefore maintains the general intent and purpose of the Township’s Zoning By-law.

Decisions involving planning matters are required under Section 3 of the *Planning Act* to be consistent with the PPS. The *Planning Act* R.S.O. 1990, c.P.13, requires that decisions of local approval authorities shall be consistent with matters of Provincial Interest in carrying out decisions on applications such as Consents and/or Minor Variances. The following policies are applicable:

Provincial Planning Statement (PPS)

Section 2 of the PPS provides direction for the creation of strong and competitive communities. The efficient use of land is supported through sustainable development patterns which consider the needs of communities, housing, the environment, public health, safety, and economic growth. This section will address those policies which are relevant to the proposed development.

Section 2.5.1 – Healthy, integrated and viable rural areas should be supported by:

- a) Building upon rural character, and leveraging rural amenities and assets
- g) conserving biodiversity and considering the ecological benefits provided by nature

Section 2.6 – Rural Lands in Municipalities:

1. On rural lands located in municipalities, permitted uses are:
 - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
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.

Section 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:
 - 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.

Section 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 crosswatershed impacts;
 - 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;
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.

Section 5.2 Natural Hazards

2. Development shall generally be directed to areas outside of:

b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards;

The subject property is considered to be rural lands, and a residential property is consistent with the policies for rural areas. The subject lands are in a rural area where the PPS permits rural land uses provided the uses are compatible with the rural landscape and can be sustained by rural service levels.

The proposed development supports energy conservation and efficiency by introducing a solar PV system. The existing accessory structure is located outside of the 30 metre setback from the high water mark of Jack Lake.

Therefore, the requested variances are consistent with the PPS as the proposed second storey to the existing accessory structure is compatible with the rural landscape and will not result in negative impacts to the shoreline.

CONCLUSION:

In accordance with the *Planning Act*, the Committee of Adjustment may authorize a minor variance providing that the Committee is of the opinion that:

- a. The general intent and purpose of the official plan is maintained;
- b. The general intent and purpose of the zoning by-law is maintained;
- c. The variance is desirable for the appropriate development or use of the land, building, or structure; and,
- d. The variance is minor in nature.

Staff's opinion is that the subject Minor Variance application maintains the general intent and purpose of the Township of Havelock-Belmont-Methuen Official Plan and Zoning By-law, is desirable for the appropriate development of the land, and is minor in nature.

As this application meets the four tests of a Minor Variance and is consistent with the PPS, it is the recommendation of this report that this application be **approved**.

COMMENTS:

Staff Comments:

None further.

Agency Comments:

The application was circulated to all applicable departments and external agencies; Staff have received no objections to the approval of the application.

Public Comments:

Due to the Canada Post strike, mail out notification was not provided to residents within 60 metres of the subject lands; however, notification was still provided in accordance with the *Planning Act*. At the time of preparation of this report, no public comments have been received regarding the subject application. Should any comments be submitted prior to the date of the public hearing they will be brought forward to the Committee at that time.

FINANCIAL IMPACT:

None at this time.

STRATEGIC PLAN ALIGNMENT:

- Customer Service
- Environment and Sustainability

Respectfully submitted,

Samantha Deck

Samantha Deck, Planner
Township of Havelock-Belmont-Methuen

- Appendix A – MV Application
- Appendix B – Site Plan
- Appendix C – GIS Mapping
- Appendix D – Pre-Consultation Notes



Township of Havelock-Belmont-Methuen
Application for

Minor Variance – s. 45(1)
Permission – s. 45(2)

1. Applicant/Agent Information:

1.1 Name of Owner(s): Neil Murray & Janice Greenshields

Address: _____

Postal Code _____

Telephone Number: (____) _____ - _____ Fax Number: (____) _____ - _____

E-Mail Address: _____

(An owner's authorization is required in Section 10.1 if the applicant is not the owner.)

1.2 Name of Applicant/Agent: Neil Murray
(if different from owner)

Address: Mailing Address: _____

Postal Code _____

Telephone Number: _____ Fax Number: (____) _____ - _____

E-Mail Address: _____

1.3 Communication should be sent to: Owner Applicant or to the following:

Address: _____

Postal Code _____

Telephone Number: (____) _____ - _____ Fax Number: (____) _____ - _____

E-Mail Address: _____

2. LOCATION OF THE SUBJECT LAND: (Complete applicable lines)

2.1 Geographic Municipality/Township or Village: Havelock-Belmont-Methuen

Concession Number(s) 8 Lot Number(s): Lot 28

Registered Plan	Legal Description:
Number: _____	PT LT 28 CON 8 METHUEN PT 1 45R8760 & AS IN R357521
Lot(s)/Block(s): _____	HAVELOCK-BELMONT-METHUEN

Reference Plan
Number: _____ Part Number(s): _____

Road/Street Number and Name: _____

Attach Survey Plan, if available.

2.2 Are there any easements or restrictive covenants affecting the subject land?
Yes No

If yes, describe the easement or covenant and its effect:

3. Planning Review Information:

3.1 Official Plan Designation
Seasonal Residential (SR)

3.2 Zoning By-law
Section 4.1 (c) | Accessory Structure Height
Section 10.2.2.1 | Maximum Total Floor Area of Accessory Structures

4. PURPOSE OF APPLICATION:

4.1 Nature and extent of relief from the zoning by-law

Accessory Structure Height: Proposed garage height of 8.6m relative to zoning by-law requirement of 4.5m

Maximum Total Floor Area of Accessory Structures: Proposed 91.4% of main building floor area relative to zoning by-law requirement of 75%

4.2 REASON: *(Purpose of the proposed amendment – why proposed use is unable to comply with the zoning by-law provisions)*

Facilitate the creation of a net-zero dwelling (Solar PV with battery backup) to support a healthy ecosystem by reducing the carbon footprint of the home.

Height variance is required to provide improved access to sunlight, in lieu of cutting down trees or undertaking a complete redevelopment.

Floor area variance is required primarily due to the existing main building is relatively small, making it more challenging to balance the floor space between the accessory structures and the main building.

5. Description of Subject Land:

5.1 Dimensions of Land:

Frontage: 175 ft. m/ft. Depth: 289 ft. m/ft.

Area: 30,830 sq.ft. sq.m/sq. ft. 0.71 ha/ac

Existing Use(s) of the subject land: Seasonal Residential (SR) - Single Family Dwelling

Length of Time the existing uses of the subject land have continued:

Since before 1955

5.2 Date subject land was acquired by current owner: July 5, 2023

5.3 Existing Buildings and Structures: Please identify each existing building on the sketch and provide information for each building. (If more than one building, attach a separate sheet to this application.)

Building 1

Type Main Building Date Constructed 1955-1991

Existing Use Single Family Dwelling

Date Existing Use Commenced Before 1955

Ground Floor Area* 1,272 sf Gross Floor Area ** 1,572 sf incl. basement water room

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

Building 2

Type Accessory Structure - Garage Date Constructed 2018

Existing Use Accessory Structure

Date Existing Use Commenced 2018

Ground Floor Area* 576 sq. ft. Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

Building 3

Type Bunkie Date Constructed 2018

Existing Use Accessory Structure

Date Existing Use Commenced 2018

Ground Floor Area* 120 sq. ft. Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

5.4 Nature of Proposed Development: Please provide the information for each proposed building (If more than one building, attach a separate sheet to this application. If a proposed plan showing location of proposed buildings is available, please attach.)

Proposed Use(s) of the subject land: Seasonal Residential (SR) - No change in use. See attached Site Plan Drawing

Building 1

Type Accessory Structure - Garage Second Floor Addition

Ground Floor Area* 576 sf Gross Floor Area ** 1,248 sf

Front lot line setback 45 ft. (High Water Setback) Rear lot line setback _____

Side lot line setback 30.98 ft Side lot line setback 43.25 ft

Building Height 28.22 ft Dimensions 24' x 28'

Building 2

Type _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

* Ground Floor Area means the area that the building occupies on the ground.

** Gross Floor Area means the sum of the area of each floor of the building counting each floor at or above ground level (not basement or cellar) based on the exterior dimensions of the building.

6. Services:

6.1 Access is/will be provided to the subject land by: *(check appropriate space)*

		<u>Maintenance</u>	
Provincial Highway	<input type="checkbox"/>	Public	<input type="checkbox"/>
Municipal Road	<input type="checkbox"/>	Private	<input checked="" type="checkbox"/>
Private Road	<input checked="" type="checkbox"/>	Year Round	<input checked="" type="checkbox"/>
Right of Way	<input type="checkbox"/>	Seasonal	<input type="checkbox"/>
Unopened Road Allowance	<input type="checkbox"/>	Unmaintained	<input type="checkbox"/>
Other Public Road	<input type="checkbox"/>		
(Specify) _____			
Water Access	<input type="checkbox"/>		

Mainland Access – where access to the subject land is only by water:

Docking Facilities (specify) _____

Parking Facilities (specify) _____

Distance from Subject Land _____

Distance from Nearest Public Road _____

6.2 Water Supply is provided to the subject land by: *(check appropriate space)*

Publicly-owned/operated piped water system	<input type="checkbox"/>
Privately-owned/operated individual well	<input type="checkbox"/>
Privately-owned/operated communal well	<input type="checkbox"/>
Lake or other water body	<input checked="" type="checkbox"/>
Other means (specify) _____	<input type="checkbox"/>

6.3 Sewage Disposal is provided to the subject land by: *(check appropriate space)*

Publicly-owned/operated sanitary sewage system	<input type="checkbox"/>
Private individual septic tank	<input checked="" type="checkbox"/>
Public-owned/operated communal sewage system	<input type="checkbox"/>
Private communal sewage system	<input type="checkbox"/>
Privy	<input type="checkbox"/>
Other means (specify) _____	<input type="checkbox"/>

6.4 Storm Drainage is provided to the subject land by: *(check appropriate space)*

Sewers	<input type="checkbox"/>
Ditches	<input type="checkbox"/>
Swales	<input type="checkbox"/>
Other means (specify) _____ N/A	<input checked="" type="checkbox"/>

6.5 Other (Check if service is available)

<input checked="" type="checkbox"/> Electricity	<input type="checkbox"/> School bussing
<input checked="" type="checkbox"/> Telephone	<input type="checkbox"/> Garbage Collection
<input checked="" type="checkbox"/> Cable	<input type="checkbox"/> Recycling Collection

6.6 Notice to Applicants:

Should the location of the property which is the subject of this application be within the Wellhead Protection Area for the Havelock Municipal Well System then you are required to include a Section 59 Notice; in order to have your application deemed 'complete' in accordance with the Planning Act. Please Contact:
 Terri Cox, Otonabee Region Conservation Authority
 Email: tcx@otonabeeconservation.com
 Tel: 705-745-5791 Ext 219

7. Other Applications (If known, indicate whether the subject land is a subject of application under the Act in any of the following):

7.1 Is the subject land currently the subject of a proposed official plan or official plan amendment that has been submitted to the Minister for approval?

Yes # _____, Status _____ No Unknown

7.2 Is the subject land currently the subject of a zoning by-law amendment, Minister's zoning order amendment, consent or approval of plan of subdivision?

Yes # _____, Status _____ No Unknown

7.3 Has the subject land been the subject of a previous minor variance application?

Yes # _____, Status _____ No Unknown

8.0 History of Subject Land

8.1 If this is a re-submission of a minor variance application, explain how the proposal has changed.

8.2 Has there ever been an industrial or commercial use on the subject land or adjacent land? Yes No Unknown

If YES, please specify the use. _____

8.3 Has the grading of the subject land ever been changed by adding earth or other material? Yes No Unknown

8.4 Has a gas station ever been located on the subject property or adjacent land? Yes No Unknown

8.5 Has there been gasoline or other fuel stored on the subject land or adjacent land? Yes No Unknown

8.6 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent site? Yes No Unknown

9. Affidavit or Sworn Declaration

I, NEIL MURRAY of the [redacted] (owner or applicant) (Township, City, Village) of [redacted] in the PROVINCE (County, Province) of ONTARIO make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the application is true.

Declared before me at the [redacted] of [redacted] in the PROVINCE of ONTARIO this 21 day of October, 2024.

[Signature] Commissioner of Oaths Kristina May Geen, a Commissioner, etc., Province of Ontario, for Baker & Cole, Barristers and Solicitors. Expires May 5, 2026.

[Signature] Applicant Applicant

10. AUTHORIZATIONS

10.1 Consent of the Owner(s) to make Application

If the applicant is not the sole owner of the land that is the subject of this application, the written authorization of the owner(s), that the applicant is authorized to make the application, must be included or the authorization set out below must be completed by the owner(s).

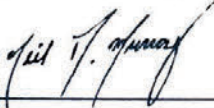
I/We, Neil Murray & Janice Greenshields am/are the owner(s) of the land that is the subject of this application and I/We authorize Neil Murray to make this application on my/our behalf and to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

OCTOBER 21, 2024 Date OCTOBER 21, 2024 Date

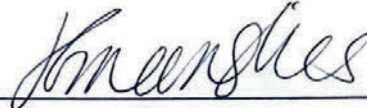
[Signature] Signature of Owner [Signature] Signature of Owner

10.2 Consent of Owner(s) to Enter Upon Lands

I/We, Neil Murray and Janice Greenshields, hereby authorize the Township of Havelock-Belmont-Methuen Council and/or their agents/representative(s) to attend upon the lands subject of this application.



Signature of Applicant



Signature of Witness

Personal information contained on this form, collected pursuant to the *Planning Act*, will be used for the purpose of responding to the initial application. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.

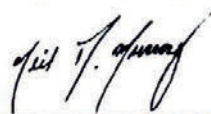
10.3 Payment/Acknowledgement

Any complete application submission must be accompanied by a deposit fee in the amount of \$1000.00 in cash, debit, online payment or cheque made payable to the Township of Havelock-Belmont-Methuen.

By virtue of signature(s) hereon, I/We as the owner(s) further agree to pay any further costs incurred by the Township associated with the processing of my/our application; including, but not restricted to Municipal costs, Professional Planning Fees, Engineering and Legal Fees.

OCTOBER 21, 2024

Date



Signature of Owner

OCTOBER 21, 2024

Date



Signature of Owner

11. SKETCH PLAN:

The application must be accompanied by a sketch showing the following:

- the boundaries and dimensions of the subject land;
- the location, size and type of all existing and proposed buildings and structures on the subject land; indicating the distance of the buildings or structures from the front, rear and side lot lines;
- the boundaries and dimensions of land that abuts the subject property, or any land owned by the owner of the subject land and that abuts the subject land;
- the location, size and type of all existing and proposed buildings and structures on abutting lands, indicating the distance of the buildings or structures from the front, rear and side lot lines;
- the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge;
- the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, abandoned or active railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks and tile beds;
- the existing use(s) on adjacent lands;
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way;
- if access to the subject land is by water only, the location of the parking and boat docking facilities to be used;
- the location and nature of any easement affecting the subject land;
- all present entrances onto the subject property;
- if there are agricultural buildings capable of housing animals within 500 metres of the proposed lot, then the location of these buildings must be shown on the sketch.

Measurements on the sketch **SHALL** correspond to those identified in the application. Photocopies of your survey, if you have one, should be used. If no survey is available, a detailed hand-drawn sketch to scale is acceptable.

In some instances, it may be necessary for a locational survey to be submitted with the application in order to accurately determine property and building dimensions, setbacks, etc. A locational survey may be required in situations where existing/proposed building or structures are in proximity to property line(s) and/or shoreline.

FOR OFFICE USE ONLY

1. Is application deemed complete? **Yes** **No**

Date: _____

Site Visit Date: _____

2. What is the current Official Plan designation(s) of the subject lands?

3. What is the current Zoning of the subject lands?

4. Does application conform to both the County and Township Official Plan?

Yes **No**

If no, describe nature of non-conformity.

5. Is the application consistent with the Provincial Policy Statement?

Yes **No**

6. Is the proposed Minor Variance compatible with adjacent/surrounding land uses?

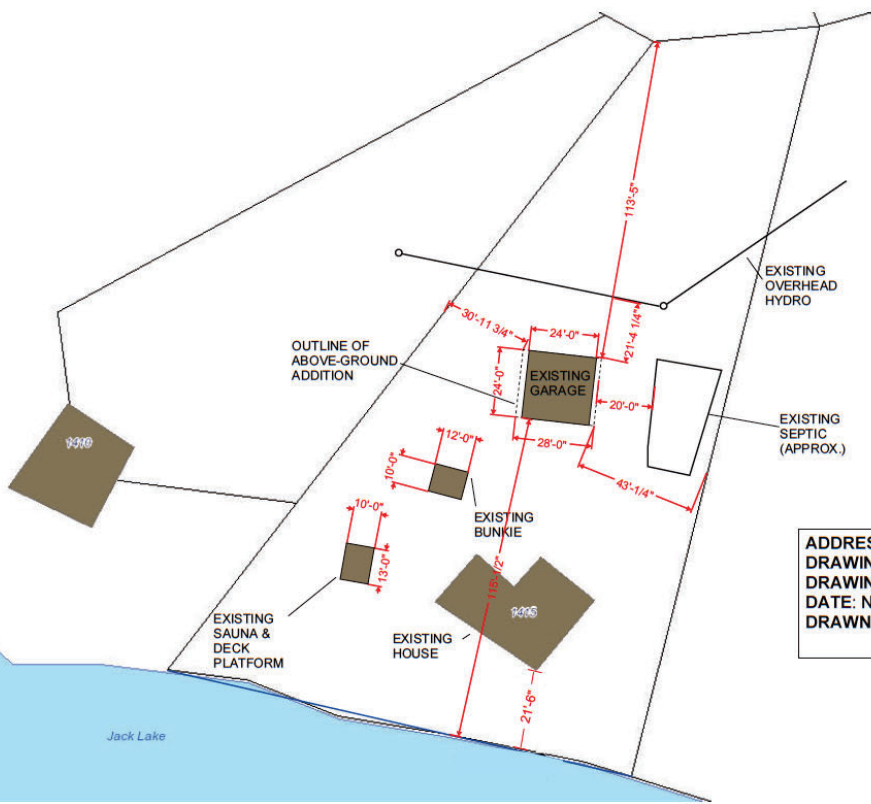
Yes **No**

If no, describe nature of incompatibility.

7. Is this considered suitable for the intended use (physical characteristics such as topography, drainage, soils and wet areas)

Yes **No**

If no, describe nature of issues.



ACCESSORY STRUCTURES STATISTICS	
LOT AREA:	30,830 SQFT
EXISTING GARAGE:	576 SQFT
PROPOSED GARAGE ADDITION:	672 SQFT
EXISTING SHED:	120 SQFT
EXISTING SAUNA & DECK:	130 SQFT
TOTAL ACCESSORY STRUCTURES:	1,498 SQFT
MAIN BUILDING FLOOR AREA:	1,572 SQFT
ACCESSORY STRUCTURES AS % OF MAIN BUILDING FLOOR AREA:	95.3%

ADDRESS: 65 FIRE ROUTE 85G, APSLEY, ONTARIO
DRAWING NO.: SP-1
DRAWING NAME: SITE PLAN - NET ZERO GARAGE RENOVATION
DATE: NOV 25, 2024
DRAWN BY: NEIL MURRAY

65 FR 85G (1415 WAO ON GIS) MURRAY



- 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
 - ☒ Archaeological Site HBM - SEI
 - Rivers
 - Intermittent
 - Permanent
 - ▨ Spawning Area
 - Clean Water Act Policies Apply
 - Species at Risk
 - ▨ Provincially Significant Wetland
 - ▨ Locally Significant Wetlands
 - ▨ Non-evaluated Wetlands
 - ▨ Lakes - Local Scale

Notes

91.9 0 45.93 91.9 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Havelock-Belmont-Methuen (HBM) Pre-Application Minutes

65 FR 85G

Date of Meeting: October 10th, 2024

Property Owners	Neil Murray and Janice Greenshields
Ward	Methuen
Current Zoning	Seasonal Residential (SR)
Current Official Plan Designation	Shoreline
Recorder	Elena Karakas, Fotenn Planning and Design

Attendees:

- Elysia Ackroyd, Fotenn Planning and Design (Township Planning Consultant)
- Elena Karakas, Fotenn Planning and Design (Township Planning Consultant)
- Sonia Aaltonen, Township Building and Planning Administrative Assistant
- Neil Murray, Property Owner

Summary of Proposal:

- The applicant intends to construct a second storey addition to the existing garage. This will enable the installation of a solar PV system and provide an amenity area above the garage, contributing to the creation of a net-zero dwelling.

Notes:

- As discussed, and confirmed through further review, a minor variance application is required to allow for the redevelopment of the detached garage to include a second storey. An accessory use, as per the Comprehensive Zoning By-law 1995-42, must comply with the following provisions:

4.1 Accessory Uses

(c) Height: Except as otherwise provided herein, no accessory building or structure shall exceed 7.5 metres (25 feet) in the Agricultural (A) and Rural (RU) Zones and 4.5 metres (15 feet) in height in any other zone. Notwithstanding any other provision to the contrary, accessory buildings and structures to residential uses in the Agricultural(A) and Rural (RU) Zones shall not exceed 4.5 metres (15 feet) in height.

The redevelopment proposes a height of 8.6 metres for the garage, thereby not compliant with the height requirement of the zoning by-law, being 4.5 metres.

- Section 10 of the Township’s zoning by-law outlines permitted uses and provisions for sites located in SR zone.

10.2.2.1 Notwithstanding any other provision to the contrary, the maximum total floor area of all accessory buildings or structures shall be 75% of the total floor area of the main building save and except that this provision shall not apply to any lot in the Seasonal Residential Zone (SR) having a minimum lot area of 0.6 ha (1.5 acres) and where any accessory building(s) is located greater than 30 m (100 feet) from the highwater mark.

For any accessory building located greater than 30 m (100 feet) from the highwater mark, the following shall apply:

<i>a) Maximum Ground Floor Area</i>	<i>94 square metres (1000 square feet)</i>
<i>b) Maximum Height</i>	<i>7.5 metres (25 feet)</i>
<i>c) Minimum Setback from any other Lot Line</i>	<i>9 metres (29.5 feet)</i>
<i>d) Maximum Number</i>	<i>1</i>

The proposed redevelopment will result in the accessory structures exceeding 75% of the total floor area

of the main building. The pre-application submission did not clarify whether the main building includes a basement or second floor, which could help meet this requirement. We recommend that the applicant highlight that the main dwelling is relatively small, making it more challenging to balance the floor space between the accessory structures and the main building.

- In the pre-application meeting, we explored the idea of converting the second floor above the garage into a sleeping cabin. After further discussion, we concluded that this option is not viable due to several challenges, including the need to remove the existing bathroom (as a sleeping cabin is explicitly prohibited from having plumbing and sanitary facilities), and the proposed exceedance of the maximum permitted floor size of 29.7 square meters. The applicant decided that the space is not suitable for a sleeping cabin and is likely to be utilized as an amenity area instead.
- The applicant's main intent of the redevelopment of the garage is to support the solar PV system, with the goals of making the dwelling net-zero, which is supported in principle. In The Township's Official Plan, Section 1.2.5 speaks towards Sustainability:

The policies of this Plan are founded on the premise that a sustainable community is composed of the following three principle elements in balance:

a) The Environment: a connected system of environmental features that support a healthy ecosystem;

During the pre-application meeting, we discussed the value of including a discussion of the policies of the Official Plan that highlights sustainability and the environment, and how the proposed redevelopment will result in a net-zero dwelling. Discussing the benefits of this redevelopment will contribute to the justification for the variances required.

- We suggest that the applicant discuss their objectives for developing a net-zero dwelling, which necessitates access to sunlight. Opting to build upwards is a more environmentally sustainable approach compared to cutting down trees for light exposure. Furthermore, constructing at a higher elevation to capture sunlight is more feasible than undertaking a complete redevelopment to meet regulatory requirements.
- Application Circulation:
 - Crowe Valley Conservation Authority will not be circulated as they do not have jurisdiction over Jack Lake. The addition to the existing accessory structure is more than 30 metres from the high water mark, therefore staff do not anticipate a need to circulate the application to the Ministry of Natural Resources and Forestry.
 - Peterborough Public Health Unit (PPHU) will be circulated on the application. Though no changes to the septic system are proposed, nor the number of bedrooms, Township staff are aware that the addition will increase the floor area onsite, which may impact septic capacity calculations.

Application Requirements:

- Minor Variance Application
 - The proposed development will require a Minor Variance to permit the proposed redevelopment. Currently, the redevelopment does not comply with the Township's zoning by-law regarding accessory building height and accessory structure floor area relative to the main building onsite. Staff would like to confirm that the proposed development complies with accessory structure lot coverage requirements.
 - Documents required for a complete minor variance application include:
 - Floorplans of entire building;
 - A site plan of the property that includes existing and proposed development with areas, dimensions, and setbacks clearly outlined.
- Building Permit
 - A building permit is required to support the renovations proposed. Building permits will not be issued until after the minor variances are approved. Therefore, we recommend waiting to submit building permits after these approvals.

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Chairman and Members of Committee of Adjustment
Prepared By: Samantha Deck, Planner
Meeting Date: December 17, 2024
Subject: **Minor Variance Application A-16-24**

Subject Property

Property Owner(s): Ryan Davis
Municipal Address: 722 Old Norwood Road
Roll Number: 1531-010-001-03909
Lot(s): Part Lot 6
Concession(s): 9
Area: 0.22 Hectares (0.55 Acres)
Zoning: Rural (RU)
Official Plan: Rural
Ward: Belmont

PURPOSE and EFFECT:

The purpose of this Minor Variance application is as follows (all required reliefs are to the Township of Havelock-Belmont-Methuen's Comprehensive Zoning By-law 1995-42, as amended):

1. Seek relief from Section 6.2.6 (c) having the following effect(s):

i. Increasing the maximum lot coverage from 15% to 17.4%.

The above relief is to permit the following changes on the subject property:

1. Construction of two covered (2) decks, one each on the front and rear of the single detached dwelling.

RECOMMENDATION:

That Minor Variance application A-16-24 be **approved** with the following conditions:

- That a building permit be issued in accordance with the Site Plan submitted;
- That a building permit be issued within **18 months** of the approval of this application and upon submission to the building department of the appropriate application, fees and supporting information as required by the Chief Building Official; and that
- The balance of the information in this report be received.

BACKGROUND:

Executive Summary:

The purpose of Minor Variance Application A-16-24 is to seek relief from Section 6.2.6 (c) of the Comprehensive Zoning By-law to permit the construction of two (2) covered decks, one each on the front and rear of the single detached dwelling currently under construction.

A variance is required to increase the maximum lot coverage from 15% to 17.4%.

Subject Lands:

The subject lands are currently located on the north side of Old Norwood Road, with an address of 722 Old Norwood Road. The subject lands are located outside the jurisdiction of Crowe Valley Conservation Area. The subject parcel is undergoing development, as the single detached dwelling is currently under construction. The dwelling is currently serviced by an individual sewage system (ie. septic) and municipal water.

The property is located on Jack Lake with the surrounding uses:

Direction	Land Use
North	Rural
South	Rural
East	Rural Residential
West	Vacant (Designated Residential OP)

Development Proposal:

The applicant is proposing to construct two (2) covered decks, one each on the front and rear of the single detached dwelling currently under construction. The proposed covered front deck is approximately 31 square metres (334 square feet) and the proposed covered rear deck is approximately 41.62 square metres (448 square feet) in size.

Building Permit 2024-0106 was issued on September 26, 2024 for the construction of the single family dwelling with an attached garage with a ground floor area of 318 square metres (3426 square feet). The proposed decks were included as part of the original building permit application; however, at the time of review of the building permit,

it was determined that the proposed decks would not meet the maximum lot coverage. The lot is undersized for the 'Rural (RU) Zone' where 0.75 acres is required, and 0.55 acres exists; therefore, making it difficult for development to meet the maximum lot coverage requirements.

To move forward with the construction of the dwelling, the decks were decreased in size for the purpose of the approval of the building permit application. However, as the homeowner would prefer the original size of the decks, a Minor Variance Application was applied for to seek relief on the maximum lot coverage for the 'Rural (RU) Zone' within the Zoning By-law.

PLANNING ANALYSIS:

This application is subject to the four tests of a Minor Variance, as outlined in the *Planning Act*. The tests are as follow:

1. Is this application “minor” in nature?

The test of whether a variance is considered minor is a question of any degree of impacts, and if so, whether the impacts are adverse and minor in extent or nature on the adjacent uses or buildings.

The requested variance is minor in nature as the proposed development will not have an adverse impact on neighbouring properties. The two proposed decks meet all other provisions of the Zoning By-law not specifically being requested with this application. The proposed rear deck provides greater setbacks from interior lot lines than the current dwelling.

The proposed decks will not have an impact on the privacy and sunlight of neighbouring properties. The single detached dwelling and proposed decks are generally consistent with the location of adjacent dwellings on Old Norwood Road. No off-site impacts are anticipated in terms of views/fenestration, bulk, massing, or shadowing.

The proposed building will not have an adverse impact on natural heritage features and is located outside of hazard setbacks.

Therefore, this application is considered minor in nature.

2. Is the application desirable and appropriate?

A variance can be considered desirable and appropriate by assessing its compatibility with existing development in the area. The requested variance is desirable and appropriate as the proposed decks are located within required setbacks and established buildings lines of dwellings along Old Norwood Road.

The proposed decks are compatible with existing development and will not obstruct any views from adjacent properties.

Based on the above, the requested variance is desirable for the appropriate development of the lands.

3. Does this application conform to the Intent of the Official Plan?

The Township Official Plan designation for the subject property is *Rural*. Under Section 3.1.2 – Rural Permitted Uses, limited rural residential development is a permitted use within the Rural Designation.

Additionally, under Section 3.1.3 – Development Policies – Development Considerations (a), Residential uses shall be limited to one single detached dwelling per lot.

Section 2.1.24 of the Township Official Plan stipulates that whenever the Plan permits uses, buildings, or structures, it is intended that accessory uses, buildings and structures also be permitted that are normally incidental or subordinate to the principal uses, buildings, and structure on the same lot. As per the application, the proposed covered decks will be subordinate to the principal dwelling and no living space is to be contained inside any portion of any new structure. Limited residential uses, alongside accessory uses/structures, are permitted in the Rural designation, as well as any expansion/enlargement, as per permissions under the Zoning By-law.

It is the Township’s planning opinion that this application maintains the general intent and purpose of the Township’s Official Plan.

4. Does this application conform to the Intent of the Zoning Bylaw?

The subject property is currently zoned as ‘Rural (RU) Zone’ in the Township of Havelock-Belmont-Methuen’s Comprehensive Zoning By-law 1995-42, as amended. The RU Zone permits single detached dwellings and structures, inclusive of accessory structures.

The proposed covered decks will meet or exceed all other provisions of the Zoning By-law, providing appropriate clearance for fire, good grading/drainage, and opportunities for natural light for adjacent properties. The variance that is being sought is relatively minor and reflective of the current setback standards existing on the subject lot.

This application, as proposed, therefore maintains the general intent and purpose of the Township's Zoning By-law.

Decisions involving planning matters are required under Section 3 of the *Planning Act* to be consistent with the PPS. The *Planning Act* R.S.O. 1990, c.P.13, requires that decisions of local approval authorities shall be consistent with matters of Provincial Interest in carrying out decisions on applications such as Consents and/or Minor Variances. The following policies are applicable:

Provincial Planning Statement (PPS)

Section 2 of the PPS provides direction for the creation of strong and competitive communities. The efficient use of land is supported through sustainable development patterns which consider the needs of communities, housing, the environment, public health, safety, and economic growth. This section will address those policies which are relevant to the proposed development.

Section 2.5.1 – Healthy, integrated and viable rural areas should be supported by:

- a) Building upon rural character, and leveraging rural amenities and assets
- g) conserving biodiversity and considering the ecological benefits provided by nature

Section 2.6 – Rural Lands in Municipalities:

1. On rural lands located in municipalities, permitted uses are:
 - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
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.

The subject property is considered to be rural lands, and a residential property is consistent with the policies for rural areas. The subject lands are in a rural area where the PPS permits rural land uses provided the uses are compatible with the rural landscape and can be sustained by rural service levels.

Therefore, the requested variance is consistent with the PPS as the proposed covered decks are compatible with the rural landscape.

CONCLUSION:

In accordance with the *Planning Act*, the Committee of Adjustment may authorize a minor variance providing that the Committee is of the opinion that:

- a. The general intent and purpose of the official plan is maintained;

- b. The general intent and purpose of the zoning by-law is maintained;
- c. The variance is desirable for the appropriate development or use of the land, building, or structure; and,
- d. The variance is minor in nature.

Staff's opinion is that the subject Minor Variance application maintains the general intent and purpose of the Township of Havelock-Belmont-Methuen Official Plan and Zoning By-law, is desirable for the appropriate development of the land, and is minor in nature.

As this application meets the four tests of a Minor Variance and conforms to the PPS, it is the recommendation of this report that this application be **approved**.

COMMENTS:

Staff Comments:

None further.

Agency Comments:

The application was circulated to all applicable departments and external agencies; Staff have received no objections to the approval of the application.

Public Comments:

Due to the Canada Post strike, mail out notification was not provided to residents within 60 metres of the subject lands; however, notification was still provided in accordance with the *Planning Act*. At the time of preparation of this report, no public comments have been received regarding the subject application. Should any comments be submitted prior to the date of the public hearing they will be brought forward to the Committee at that time.

FINANCIAL IMPACT:

None at this time.

STRATEGIC PLAN ALIGNMENT:

- Customer Service
- Environment and Sustainability

Respectfully submitted,

Samantha Deck

Samantha Deck, Planner
Township of Havelock-Belmont-Methuen

Appendix A – MV Application
Appendix B – Site Plan

Appendix C – GIS Mapping
Appendix D – Pre-Consultation Notes



Date Received: Nov 21, 2024
Fee Received: Nov 21, 2024
Roll No.: 1531-010-001-03905

Township of Havelock-Belmont-Methuen
Application for

- Minor Variance – s. 45(1)**
- Permission – s. 45(2)**

1. Applicant/Agent Information:

1.1 Name of Owner(s): Ryan Daniels

Address: [Redacted]

Postal Code [Redacted]

Telephone Number: [Redacted] Fax Number: () - -

E-Mail Address: [Redacted]

(An owner's authorization is required in Section 10.1 if the applicant is not the owner.)

1.2 Name of Applicant/Agent: _____
(if different from owner)

Address: _____

Postal Code _____

Telephone Number: () - - Fax Number: () - -

E-Mail Address: _____

1.3 Communication should be sent to: Owner Applicant or to the following:

Address: _____

Postal Code _____

Telephone Number: () - - Fax Number: () - -

E-Mail Address: _____

2. LOCATION OF THE SUBJECT LAND: (Complete applicable lines)

2.1 Geographic Municipality/Township or Village: Havelock

Concession Number(s) _____ Lot Number(s): _____

Registered Plan Number: _____ Lot(s)/Block(s): _____

Reference Plan Number: _____ Part Number(s): _____

Road/Street Number and Name: 722 old norwood RD

Attach Survey Plan, if available.

2.2 Are there any easements or restrictive covenants affecting the subject land?
Yes No

If yes, describe the easement or covenant and its effect:

3. Planning Review Information:

3.1 Official Plan Designation

3.2 Zoning By-law

4. PURPOSE OF APPLICATION:

4.1 Nature and extent of relief from the zoning by-law

to make decks bigger on front and Back house

4.2 REASON: (Purpose of the proposed amendment – why proposed use is unable to comply with the zoning by-law provisions)

5. Description of Subject Land:

5.1 Dimensions of Land:

Frontage: 105' m/ft. Depth: 230' m/ft.
Area: 24150' sq.m/sq. ft. _____ ha/ac

Existing Use(s) of the subject land: _____

Length of Time the existing uses of the subject land have continued: _____

5.2 Date subject land was acquired by current owner: May 16 2024

5.3 Existing Buildings and Structures: Please identify each existing building on the sketch and provide information for each building. (If more than one building, attach a separate sheet to this application.)

Building 1

Type _____ Date Constructed _____

Existing Use _____

Date Existing Use Commenced _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

Building 2

Type _____ Date Constructed _____

Existing Use _____

Date Existing Use Commenced _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

Building 3

Type _____ Date Constructed _____

Existing Use _____

Date Existing Use Commenced _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

5.4 Nature of Proposed Development: Please provide the information for each proposed building (If more than one building, attach a separate sheet to this application. If a proposed plan showing location of proposed buildings is available, please attach.)

Proposed Use(s) of the subject land: _____

Building 1

Type _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

Building 2

Type _____

Ground Floor Area* _____ Gross Floor Area ** _____

Front lot line setback _____ Rear lot line setback _____

Side lot line setback _____ Side lot line setback _____

Building Height _____ Dimensions _____

- * Ground Floor Area means the area that the building occupies on the ground.
- ** Gross Floor Area means the sum of the area of each floor of the building counting each floor at or above ground level (not basement or cellar) based on the exterior dimensions of the building.

6. Services:

6.1 Access is/will be provided to the subject land by: *(check appropriate space)*

Provincial Highway	<input type="checkbox"/>	Maintenance	
Municipal Road	<input checked="" type="checkbox"/>	Public	<input type="checkbox"/>
Private Road	<input type="checkbox"/>	Private	<input checked="" type="checkbox"/>
Right of Way	<input type="checkbox"/>	Year Round	<input checked="" type="checkbox"/>
Unopened Road Allowance	<input type="checkbox"/>	Seasonal	<input type="checkbox"/>
Other Public Road	<input type="checkbox"/>	Unmaintained	<input type="checkbox"/>
(Specify) _____			
Water Access	<input type="checkbox"/>		

Mainland Access – where access to the subject land is only by water:

Docking Facilities (specify) _____

Parking Facilities (specify) _____

Distance from Subject Land _____

Distance from Nearest Public Road _____

6.2 Water Supply is provided to the subject land by: *(check appropriate space)*

Publicly-owned/operated piped water system	<input checked="" type="checkbox"/>
Privately-owned/operated individual well	<input type="checkbox"/>
Privately-owned/operated communal well	<input type="checkbox"/>
Lake or other water body	<input type="checkbox"/>
Other means (specify) _____	<input type="checkbox"/>

6.3 Sewage Disposal is provided to the subject land by: *(check appropriate space)*

Publicly-owned/operated sanitary sewage system	<input type="checkbox"/>
Private individual septic tank	<input checked="" type="checkbox"/>
Public-owned/operated communal sewage system	<input type="checkbox"/>
Private communal sewage system	<input type="checkbox"/>
Privy	<input type="checkbox"/>
Other means (specify) _____	<input type="checkbox"/>

6.4 Storm Drainage is provided to the subject land by: *(check appropriate space)*

Sewers	<input type="checkbox"/>
Ditches	<input checked="" type="checkbox"/>
Swales	<input type="checkbox"/>
Other means (specify) _____	<input type="checkbox"/>

6.5 Other (Check if service is available)

<input checked="" type="checkbox"/> Electricity	<input checked="" type="checkbox"/> School bussing
<input checked="" type="checkbox"/> Telephone	<input type="checkbox"/> Garbage Collection
<input checked="" type="checkbox"/> Cable	<input type="checkbox"/> Recycling Collection

6.6 Notice to Applicants:

Should the location of the property which is the subject of this application be within the Wellhead Protection Area for the Havelock Municipal Well System then you are required to include a Section 59 Notice; in order to have your application deemed 'complete' in accordance with the Planning Act. Please Contact:
Terri Cox, Otonabee Region Conservation Authority
Email: tcox@otonabeeconservation.com
Tel: 705-745-5791 Ext 219

7. Other Applications (If known, indicate whether the subject land is a subject of application under the Act in any of the following):

7.1 Is the subject land currently the subject of a proposed official plan or official plan amendment that has been submitted to the Minister for approval?

Yes # _____ Status _____ No Unknown

7.2 Is the subject land currently the subject of a zoning by-law amendment, Minister's zoning order amendment, consent or approval of plan of subdivision?

Yes # _____ Status _____ No Unknown

7.3 Has the subject land been the subject of a previous minor variance application?

Yes # _____ Status _____ No Unknown

8.0 History of Subject Land

8.1 If this is a re-submission of a minor variance application, explain how the proposal has changed.

8.2 Has there ever been an industrial or commercial use on the subject land or adjacent land? Yes No Unknown

If YES, please specify the use. _____

8.3 Has the grading of the subject land ever been changed by adding earth or other material? Yes No Unknown

8.4 Has a gas station ever been located on the subject property or adjacent land? Yes No Unknown

8.5 Has there been gasoline or other fuel stored on the subject land or adjacent land? Yes No Unknown

8.6 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent site? Yes No Unknown

9. Affidavit or Sworn Declaration

I, Ryan Der of the Norwood (owner or applicant) (Township, City, Village) of SORIDGESS in the ONT (County, Province) of County of Peterborough make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the application is true.

Declared before me at the Township of Havelock-Belmont-Methuen in the County of Peterborough this 21 day of November, 2024.

[Signature]
Commissioner of Oaths
Sonia Yolanda Antonen,
a Commissioner, etc., Province of Ontario,
for The Corporation of the
Township of Havelock-Belmont-Methuen.
Expires July 31, 2027.

[Signature]
Applicant
[Signature]
Applicant

10. AUTHORIZATIONS

10.1 Consent of the Owner(s) to make Application

If the applicant is not the sole owner of the land that is the subject of this application, the written authorization of the owner(s), that the applicant is authorized to make the application, must be included or the authorization set out below must be completed by the owner(s).

I/We, Ryan Der am/are the owner(s) of the land that is the subject of this application and I/We authorize _____ to make this application on my/our behalf and to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

November 21 2024 [Signature]
Date Signature of Owner

Date Signature of Owner

10.2 Consent of Owner(s) to Enter Upon Lands

I/We, Ryan, hereby authorize the Township of Havelock-Belmont-Methuen Council and/or their agents/representative(s) to attend upon the lands subject of this application.

[Signature]

Signature of Applicant

[Signature]

Signature of Witness

Personal information contained on this form, collected pursuant to the *Planning Act*, will be used for the purpose of responding to the initial application. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under the Act.

10.3 Payment/Acknowledgement

Any complete application submission must be accompanied by a deposit fee in the amount of \$1000.00 in cash, debit, online payment or cheque made payable to the Township of Havelock-Belmont-Methuen.

By virtue of signature(s) hereon, I/We as the owner(s) further agree to pay any further costs incurred by the Township associated with the processing of my/our application; including, but not restricted to Municipal costs, Professional Planning Fees, Engineering and Legal Fees.

Nov 21 2024
Date

[Signature]
Signature of Owner

Date

Signature of Owner

11. SKETCH PLAN:

The application must be accompanied by a sketch showing the following:

- the boundaries and dimensions of the subject land;
- the location, size and type of all existing and proposed buildings and structures on the subject land; indicating the distance of the buildings or structures from the front, rear and side lot lines;
- the boundaries and dimensions of land that abuts the subject property, or any land owned by the owner of the subject land and that abuts the subject land;
- the location, size and type of all existing and proposed buildings and structures on abutting lands, indicating the distance of the buildings or structures from the front, rear and side lot lines;
- the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge;
- the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, abandoned or active railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks and tile beds;
- the existing use(s) on adjacent lands;
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way;
- if access to the subject land is by water only, the location of the parking and boat docking facilities to be used;
- the location and nature of any easement affecting the subject land;
- all present entrances onto the subject property;
- if there are agricultural buildings capable of housing animals within 500 metres of the proposed lot, then the location of these buildings must be shown on the sketch.

Measurements on the sketch **SHALL** correspond to those identified in the application. Photocopies of your survey, if you have one, should be used. If no survey is available, a detailed hand-drawn sketch to scale is acceptable.

In some instances, it may be necessary for a locational survey to be submitted with the application in order to accurately determine property and building dimensions, setbacks, etc. A locational survey may be required in situations where existing/proposed building or structures are in proximity to property line(s) and/or shoreline.

FOR OFFICE USE ONLY

1. Is application deemed complete? Yes No

Date: _____

Site Visit Date: _____

2. What is the current Official Plan designation(s) of the subject lands?

3. What is the current Zoning of the subject lands?

4. Does application conform to both the County and Township Official Plan?

Yes No

If no, describe nature of non-conformity.

5. Is the application consistent with the Provincial Policy Statement?

Yes No

6. Is the proposed Minor Variance compatible with adjacent/surrounding land uses?

Yes No

If no, describe nature of incompatibility.

7. Is this considered suitable for the intended use (physical characteristics such as topography, drainage, soils and wet areas)

Yes No

If no, describe nature of issues.

Receipt

Township Of Havelock-Belmont-Methuen
1 Ottawa St E P.O. Box 10
Havelock, ON K0L 1Z0

Receipt Number: 0312597
Receipt Date: 2024-11-22
Receipt Amount: 1,000.00

RYAN DAVIS

Description	Item Amount	Qty	Amount
-------------	-------------	-----	--------

General

MINOR VARIANCE APPLICATION	1,000.00	1.00000	1,000.00
	Receipt Amount:		1,000.00
	PAYMENT BY DEBIT		1,000.00

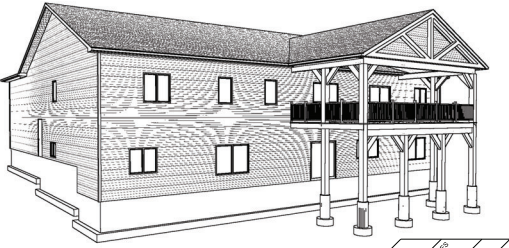
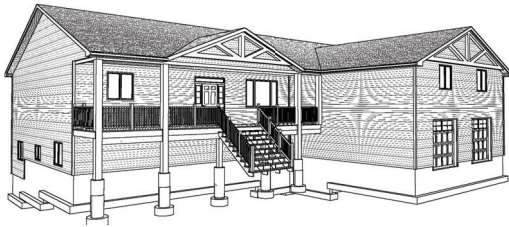
Official Receipt

Per _____ Tax Reg.:

Note: This receipt is not valid until the payment has cleared.

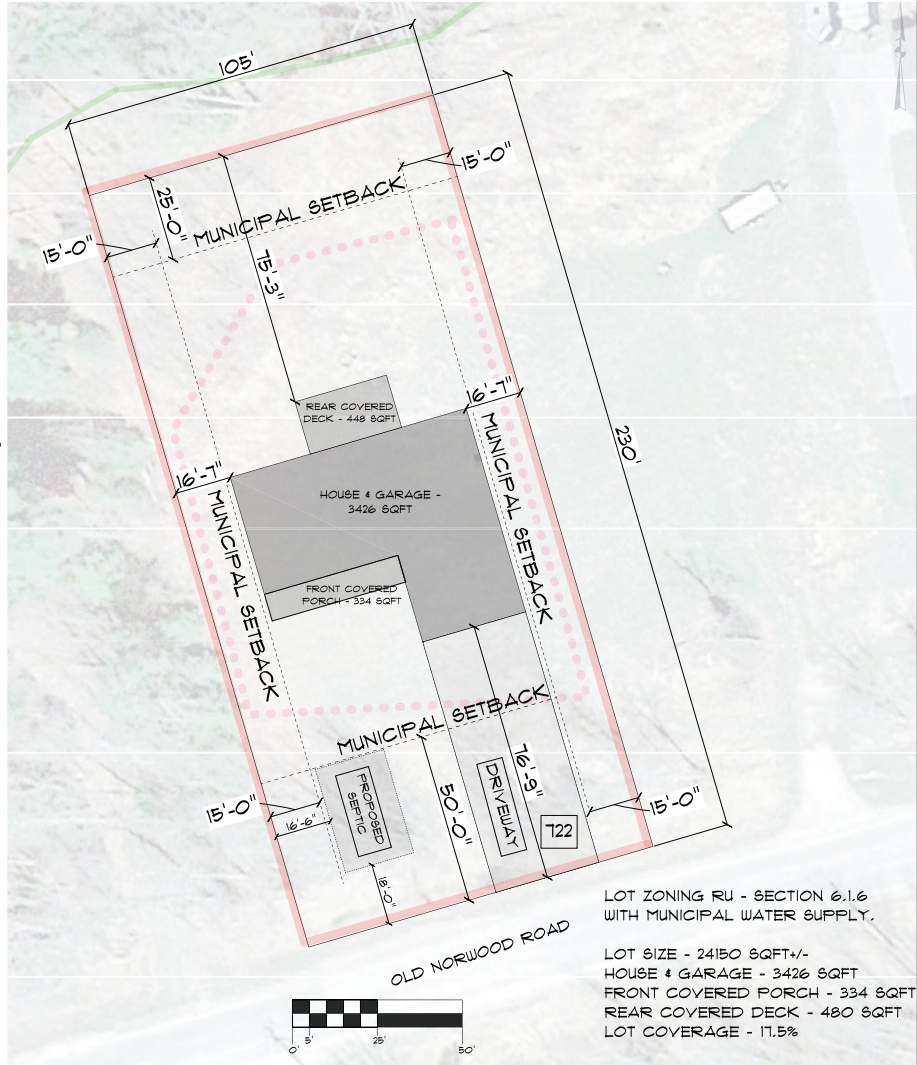
DRAWING SCHEDULE

COVER PAGE - SITE PLAN	1
GENERAL NOTES	2
FOUNDATION PLAN	3
FOUNDATION DETAILS	4
BASEMENT PLAN	5
MAIN FLOOR PLAN	6
FLOOR FRAMING DETAILS	7
WALL FRAMING DETAILS	8
DETAILED WALL SECTIONS	9
SOUTH & EAST ELEVATIONS	10
NORTH & WEST ELEVATIONS	11
SECTION A & B	12
SECTION C & D- SB-7 EXTERIOR GUARDS	13
SB-7 INTERIOR GUARDS	14



BUILDING COMPONENT (PACKAGE "A5")
 TABLE 3.1.1.2.A (IP) SPACE HEATING EQUIPMENT WITH AFUE $\geq 96\%$
 TOTAL INSULATED EXTERIOR WALL = 4096.4 SQ.FT. (380.75 msg)
 TOTAL OPENINGS IN INSULATED WALLS = 478.4 SQ.FT. (44.4msg)
 % OF OPENINGS TO WALLS = 11.6%

DESCRIPTION	REQUIREMENT	PROPOSED	COMPLIES
CEILING WITH ATTIC SPACE	R-50	R-50	COMPLIES
CEILING WITH OUT ATTIC SPACE	R-31	R-31	COMPLIES
EXPOSED FLOOR	R-35	R-35	COMPLIES
WALLS ABOVE GRADE	R-19-50	R-19-50	COMPLIES
BASEMENT WALLS	R-12-50	R-12-50	COMPLIES
SLAB(4" 600 mm below grade)	0	0	COMPLIES
Slab(Edge only ≤ 1000 mm below grade)	R-10	R-10	COMPLIES
Slab(Edge only ≤ 1000 mm below grade or heated)	R-10	R-10	COMPLIES
WINDOWS AND DOORS			
WINDOWS/ SLIDING GLASS DOORS Max. U	25 u (1.6)	25 u (1.6)	COMPLIES
SPOTLIGHTS Max. U	49 u (2.8)	N/A	COMPLIES
MECHANICAL			
SPACE HEATING EQUIP. min AFUE	94% (4)	94% (4)	COMPLIES
HRV EFFICIENCY Min. SRE	70%	70%	COMPLIES
DHW HEATER (EF)	80 EF	80 EF	COMPLIES



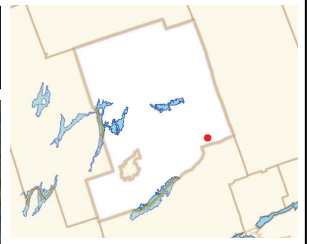
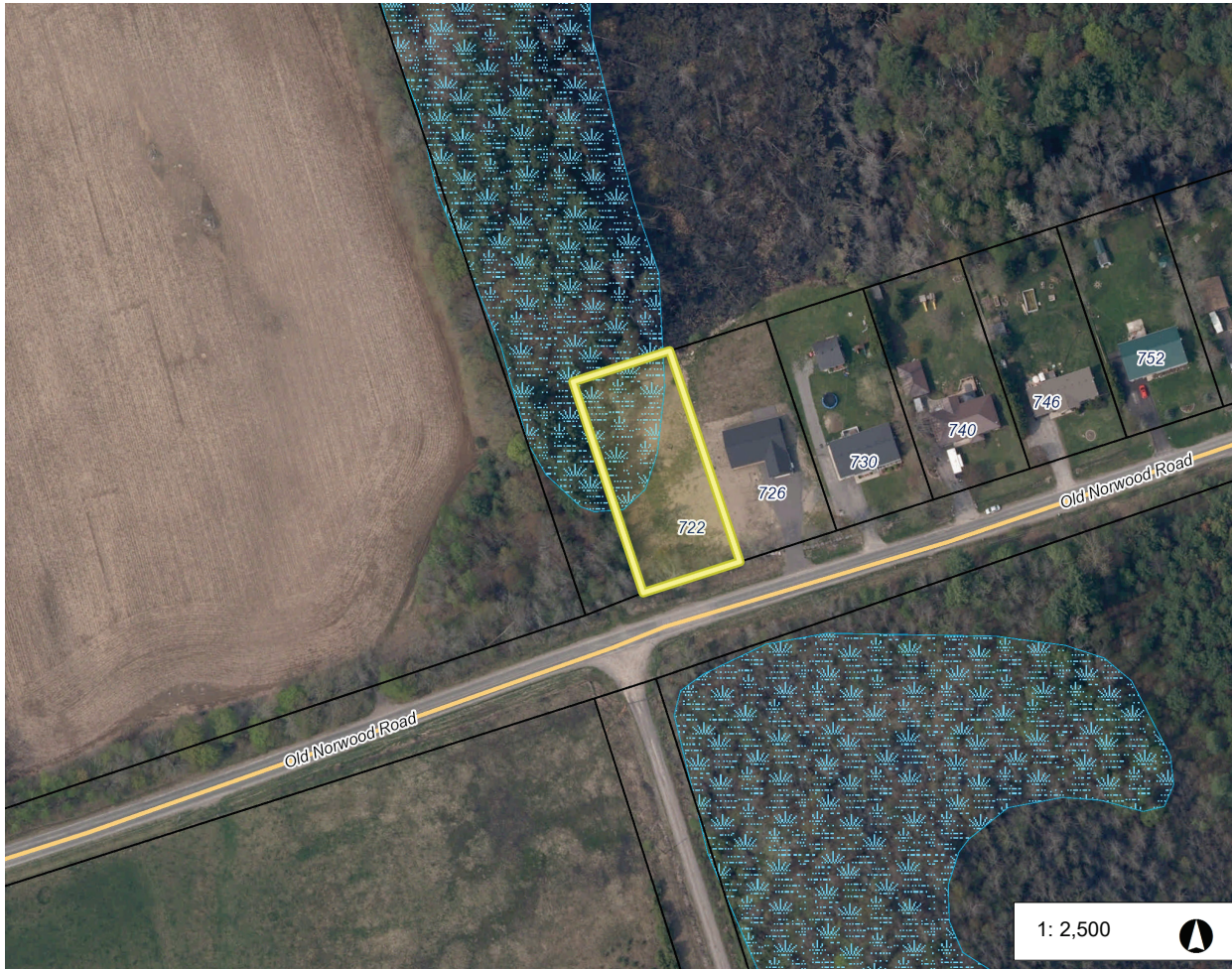
SITE PLAN
 SCALE: AS INDICATED

LOT ZONING RU - SECTION 6.1.6
 WITH MUNICIPAL WATER SUPPLY.

LOT SIZE - 24150 SQFT +/-
 HOUSE & GARAGE - 3426 SQFT
 FRONT COVERED PORCH - 334 SQFT
 REAR COVERED DECK - 480 SQFT
 LOT COVERAGE - 17.5%

	SECTION LETTER A	PAGE 1/14
	SCALE: As Noted DRAWN BY: DATE: August 1, 2024	SES DRAFTING AND DESIGN PO Box 248 Shriang Ontario scottstewart@symplatio.ca K0K 5E0
RYAN DAVIS 722 Old Norwood Road Hawkeston/Bermond/Methuen Ontario Phone: 343.263.3280 Fax: davisbrody@gmail.com	I HAVE REVIEWED AND TAKE RESPONSIBILITY FOR THESE DESIGNS UNDER THE REQUIREMENTS OF THE O.B.C. QUALIFIED DESIGNER SCOTT E. STEWART BCIN #33398 FIRN #36114	

722 Old Norwood Road



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 Wetland
- Locally Significant Wetlands
- Non-evaluated Wetlands
- Lakes - Local Scale
- Municipal Boundary - Upper Ti**
- <all other values>
- COUNTY OF PETERBOROUGH

1: 2,500



127.0 0 63.50 127.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Pre-Consultation Notes

Property Owner(s):	Ryan Davis
Subject Property:	722 Old Norwood Road
ARN:	1531-010-001-03909
Zoning/OP Des.	Rural (RU) Zone – Rural Designation
Meeting Date:	11-20-2024 / 10:00 AM
Recorder:	Samantha Deck, Planner (Township of HBM)

Attendees

Name	Title	Company
<i>Samantha Deck</i>	<i>Township Planner</i>	<i>HBM</i>
<i>Ryan Davis</i>	<i>Owner</i>	<i>-</i>

Proposal

Addition of front and rear yard decks.

Background Information

The subject property is located at 722 Old Norwood Road. The subject property consists of a single detached dwelling currently under construction. The applicant is proposing to add two (2) decks to the front and rear of the dwelling.

A Minor Variance application is required to facilitate the construction of the two (2) decks, due to exceeding the lot coverage requirement of the Zoning By-law.

Preliminary Planning Review

Rural (RU) Zone			
6.2.6 Regulations for Uses Permitted		Proposed	Proposed Conform?
a) Minimum Lot Area	3305 sq m. (0.75 acres)	0.55 acres	No, existing legal lot of record
b) Minimum Frontage	45 m	32 m	No, existing legal lot of record
c) Minimum Front yard	15 m	23m	Yes
d) Minimum Side Yard	4.5 m	4.8m	Yes

e) Minimum Rear Yard	7.5 m	22.8	Yes
f) Minimum Floor Area	120 sq. m	318 sq. m	Yes
g) Maximum Lot Coverage	15 %	17.4 %	No
h) Maximum Height	9 m	Yes	Yes

Township Requirements for Complete Application

1. Completed Minor Variance Application and applicable fees
2. Detailed Site Plan - showing the location of all existing and proposed structures on the subject property and setbacks to lot line boundaries, well, septic, etc.

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor and Members of Council
From: Samantha Deck, Planner
Meeting Date: December 17, 2024
Subject: **Jack Lake (Sharpes Bay) At Capacity Mapping Update**

PURPOSE and EFFECT:

The purpose and effect of this report is to present to Council a mapping update regarding the At Capacity portion of Jack Lake, being Sharpes Bay

RECOMMENDATION:

- That Council receive this report regarding the mapping update for Jack Lake (Sharpes Bay).
- That the balance of this report be received.

BACKGROUND:

At-capacity lake trout lakes are lakes which have been determined, by the Province, to be at capacity for development. This is largely due to excess levels of phosphorus in a lake which may adversely affect water quality and lake trout habitat. Jack Lake, specifically being Sharpe's Bay, was identified by the Province at being at capacity in 2017.

In May and September 2024, two (2) *Planning Act* applications were brought forth for Council's consideration, both located on Jack Lake. The reports included supplementary information, including GIS mapping utilized from Peterborough County, which outlined the at development capacity location on Jack Lake.

Following the Statutory Public Meetings and through delegations at Council, it was brought forward that there was incorrect information being conveyed within the staff reports relating to the portion of Jack Lake that is considered to be "at capacity". Township staff rely on Peterborough County GIS Mapping to process and review all *Planning Act* Applications, including the at capacity portion of Jack Lake. This information is also reflected in the updated Peterborough County Official Plan schedules.

Please see **Attachment A: GIS Mapping** from the Cousins Zoning By-law Amendment Application SD285 showing the layer that was utilized to determine the at capacity portion of Jack Lake.

However, during further review of the mapping and from review of previous correspondence from the Ministry of Natural Resources, it was identified that the at capacity portion of Jack Lake, being Sharpes Bay, was incorrectly illustrated on both Peterborough County's GIS System and updated Official Plan Schedules. Due to this misrepresentation of the at capacity portion of Sharpes Bay, at the time of the writing of the reports, staff, to no fault of their own, was provided with incorrect information that resulted in report errors.

Staff corresponded with the Ministry of Natural Resources (MNR), Ministry of Environment, Conservation, and Parks (MECP), Ministry of Municipal Affairs and Housing (MMAH), and Peterborough County, to ensure the mapping changes were amended to accurately reflect the correct at capacity portion of Jack Lake.

On Friday November 22, 2024, Peterborough County GIS system was updated to reflect the correct at capacity portion of Jack Lake. Please see **Attachment B:** Correspondence from Peterborough County and **Attachment C:** Updated GIS Mapping.

PLANNING ANALYSIS:

The Planning Act applications outlined within the delegations to Council included a Minor Variance Application A-06-24 and Zoning By-law Amendment SD 285.

Minor Variance A-06-24 (Bagby)

Minor Variance Application A-06-24 was presented to Council on June 18, 2024 to seek relief for the reduction of the minimum lot area to permit the development of a Hunt Camp on the property located on Part Lot 24, Concession 11. Due to the misrepresentation of the at capacity portion of Sharpes Bay on the Peterborough County GIS Mapping, the report identified that the parcel was situated outside of the portion of Jack Lake designated "at capacity". This information was incorrect, as the parcel is situated within Sharpes Bay which is at capacity.

However, the lot is identified as an existing lot of record which is eligible for a building permit as such lots have been included as part of the lot inventory used to determine capacity. The decision of the Minor Variance Application also outlines that development will be located outside of the 30 metres of the shoreline to Jack Lake and other natural heritage features on the property. Therefore, it is the opinion of staff that the recommendations would not have changed as the lot was already included in the lot inventory used to determine the at capacity calculations.

Zoning By-law Amendment Application SD285 (Cousins)

Zoning By-law Amendment Application SD285 was presented to Council on September 17, 2024 to permit the redevelopment of a single detached seasonal recreational dwelling unit to a larger footprint. The application outlined that the existing dwelling was located within the 30m setback from the high water mark. The proposed setback from the high water mark to the new dwelling was to remain the same with no further reductions being proposed. Due to the misrepresentation of the at capacity portion of Sharpes Bay on the Peterborough County GIS Mapping, the report identified that the

parcel was situated within the portion of Jack Lake designated at capacity. This information was incorrect, as the parcel is indeed situated outside of Sharpes Bay, and therefore, not located within the at capacity portion of Jack Lake.

Data provided from the Municipal Property Assessment Corporation (MPAC) suggests that the existing seasonal recreational dwelling unit was constructed in 1948, therefore, the legal lot of record and associated structures would have been included in the lot inventory used to determine capacity. Furthermore, the redevelopment of the existing cottage is located within the 30m setback, along with fish spawning along the shoreline of the property, and an EIS was required as part of a complete application. An EIS would have been requested as part of a Complete Application, regardless of the at capacity status.

Therefore, it is the opinion of staff that the recommendations and complete application requirements would not have changed as the lot was already included in the lot inventory used to determine the at capacity calculations.

COMMENTS:

Staff Comments:

Staff have no further comments.

Agency Comments:

Communications with MNR, MECP, MMAH, and Peterborough County.

Public Comments:

Public comments have been received during previous delegations to Council.

CONCLUSION:

Mapping updates have been completed to the County GIS System and change for the Peterborough County Official Plan Schedules will be reflected during the Ministry review.

FINANCIAL IMPACT:

No costs associated with this request at the present time.

STRATEGIC PLAN ALIGNMENT:

- Accountability
- Communications
- Customer Service
- Environment and Sustainability

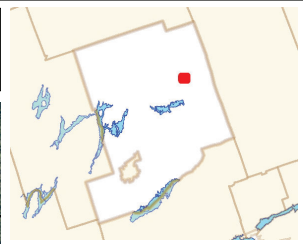
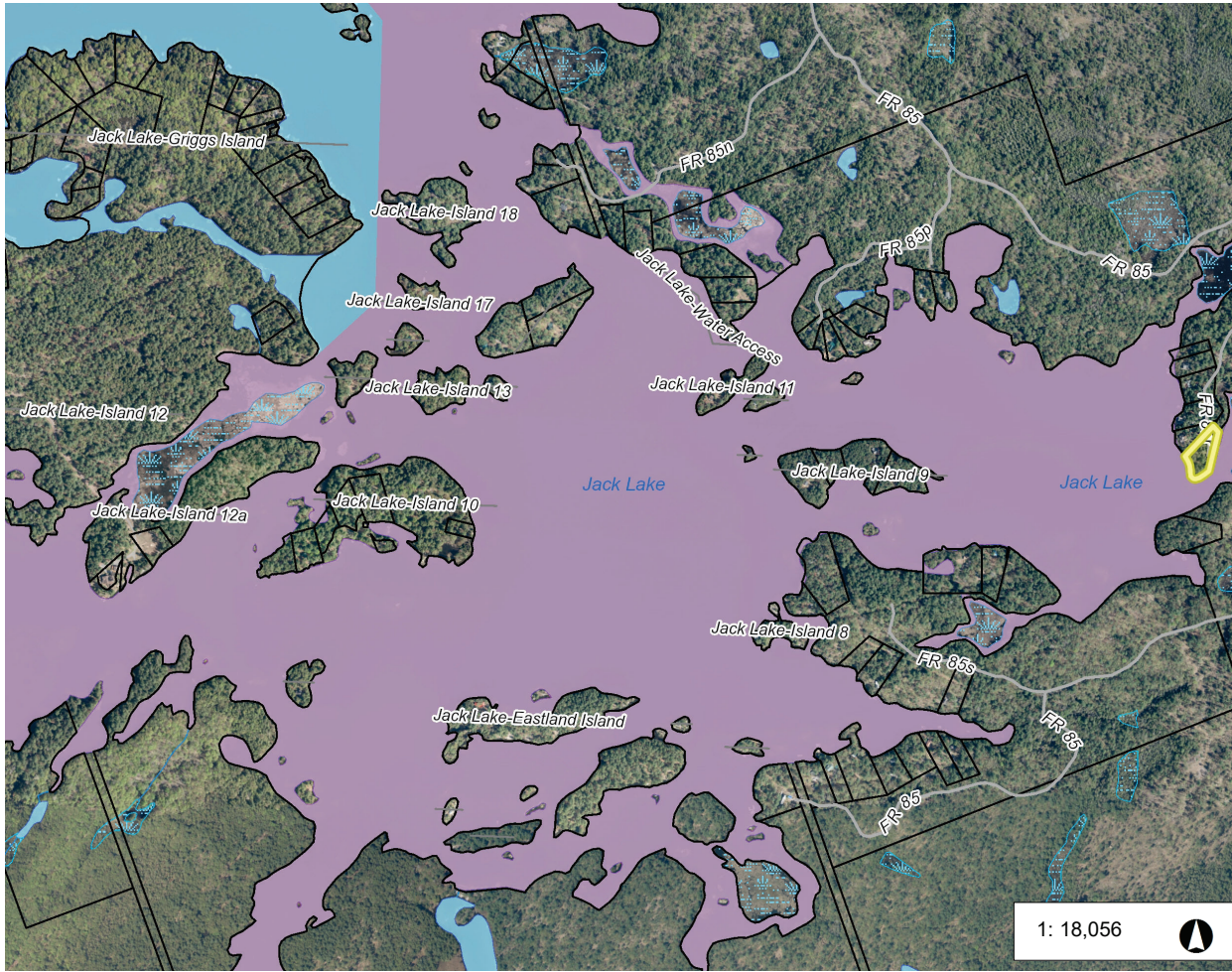
Respectfully submitted,

Samantha Deck

Samantha Deck, Planner
Township of Havelock-Belmont-Methuen

Attachments:

- A. GIS Mapping – Cousins ZBA
- B. Correspondence Peterborough County
- C. Updated GIS Mapping



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**
- Parcel Fabric**
- Parcel First Nations - Canada I**
- Rivers**
 - Intermittent
 - Permanent
- Lake Sensitivity**
 - <all other values>
 - At-Capacity
 - Moderate
- Clean Water Act Policies Apply**
- Provincially Significant Wetland**
- Locally Significant Wetlands**
- Non-evaluated Wetlands**
- Lakes - Local Scale**

1: 18,056



WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

At Capacity Mapping for Jack Lake

From Holden, Keziah <KHolden@ptbocounty.ca>

Date Mon 11/25/2024 1:15 PM

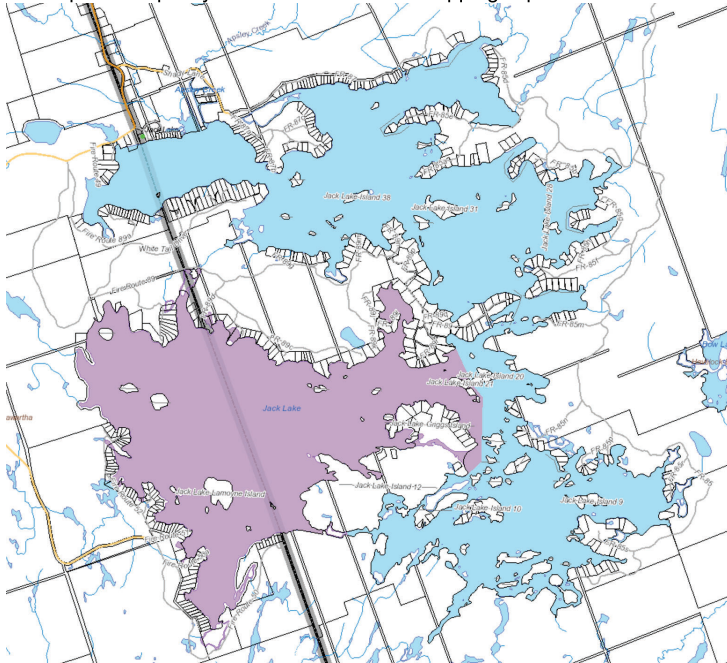
To Solman, Alana <a.solman@northkawartha.ca>; Bob Angione <BAngione@hbmtwp.ca>

Cc Sikma, Tammy <TSikma@ptbocounty.ca>; Samantha Deck <planning@hbmtwp.ca>; Emily Fitzgerald <e.fitzgerald@northkawartha.ca>; Darryl Tighe <d.tighe@northkawartha.ca>

Good Afternoon,

It was recently brought to the County's attention that the mapping of the 'at capacity' portion of Jack Lake (Sharpe's Bay) was incorrectly illustrated on the County's GIS. Once notified of the possible error, County staff reviewed Ontario Geohub: Geographic Names to clarify the location of Sharpe's Bay in Jack Lake and followed up with the Ministry of Environment, Conservation and Parks (MECP) to make the Ministry aware of the situation and ensure that any mapping changes on GIS accurately reflected the Ministry's direction.

Updates to the County's GIS system took place on Friday November 22nd, and the correct portion of the lake is now highlighted as being at development capacity. A screenshot of GIS mapping is provided below.



It should be noted that Section 4.4.3 of the County OP states that "existing lots of record may be issued a building permit since vacant lots have been included as part of the lot inventory used to determine capacity." However, the creation of new lots on or within 300m of at capacity lakes is not permitted. For Township's in the Local Component of the County Official Plan, second/additional units are not permitted in waterfront areas or within 300m of at capacity lakes.

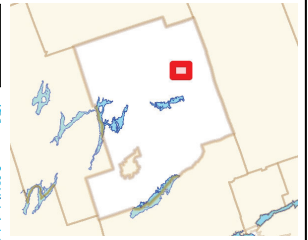
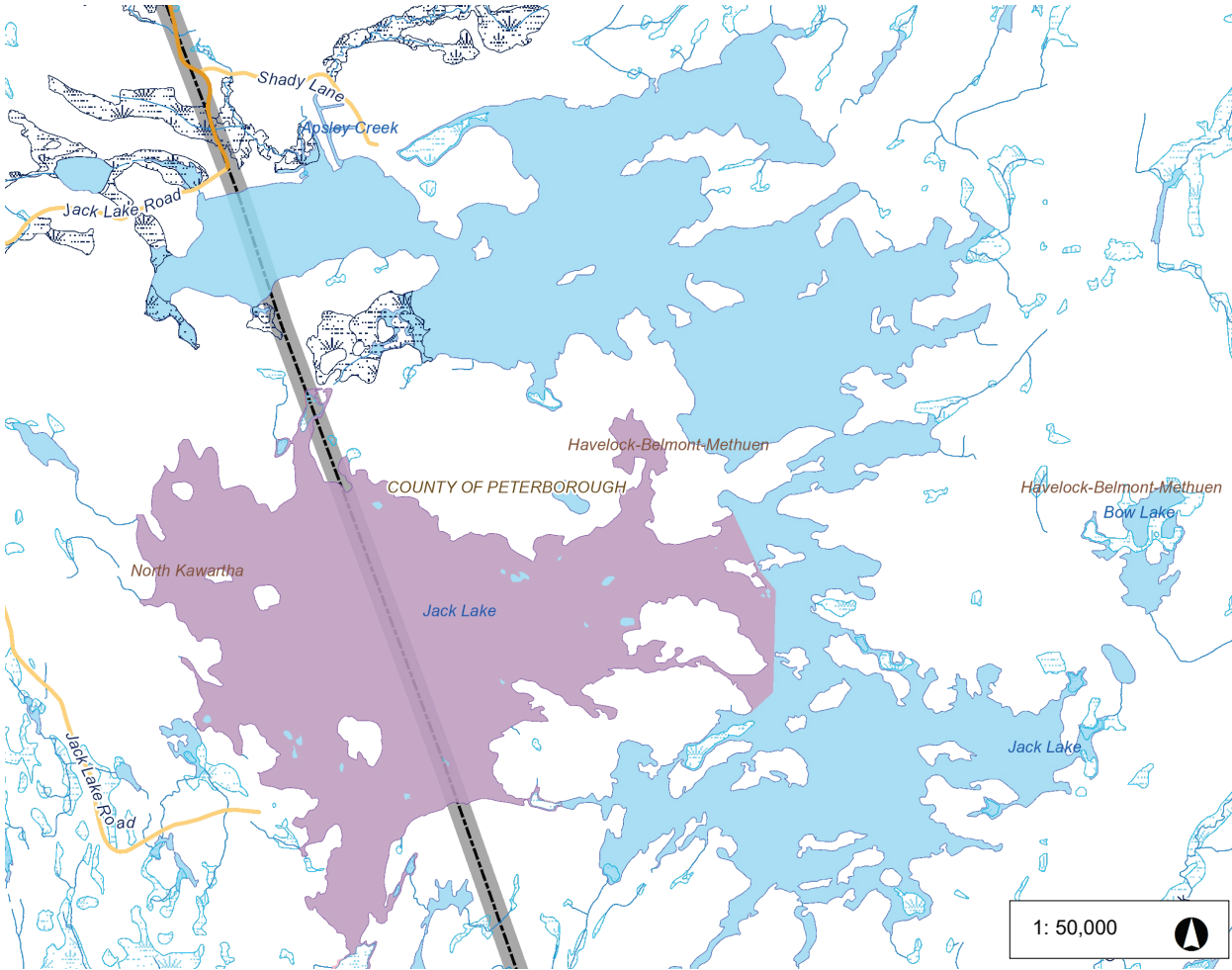
If you have any questions or would like to discuss further, please feel free to contact me. Mapping related questions can be directed to Tammy Sikma, M

Sincerely,

Keziah Holden, B.A., MCIP, RPP
General Manager of Planning, Peterborough County

Phone: (705) 743-0380 ext. 2402

Jack Lake



Legend

- Roads < 100,000**
 - ART
 - County
 - COL
 - EXP
 - Provincial
 - TWP
- 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
- Parcel Fabric**
- Rivers**
 - Intermittent
 - Permanent
- Lake Sensitivity**
 - <all other values>
 - At-Capacity
 - Moderate
- Clean Water Act Policies Apply**

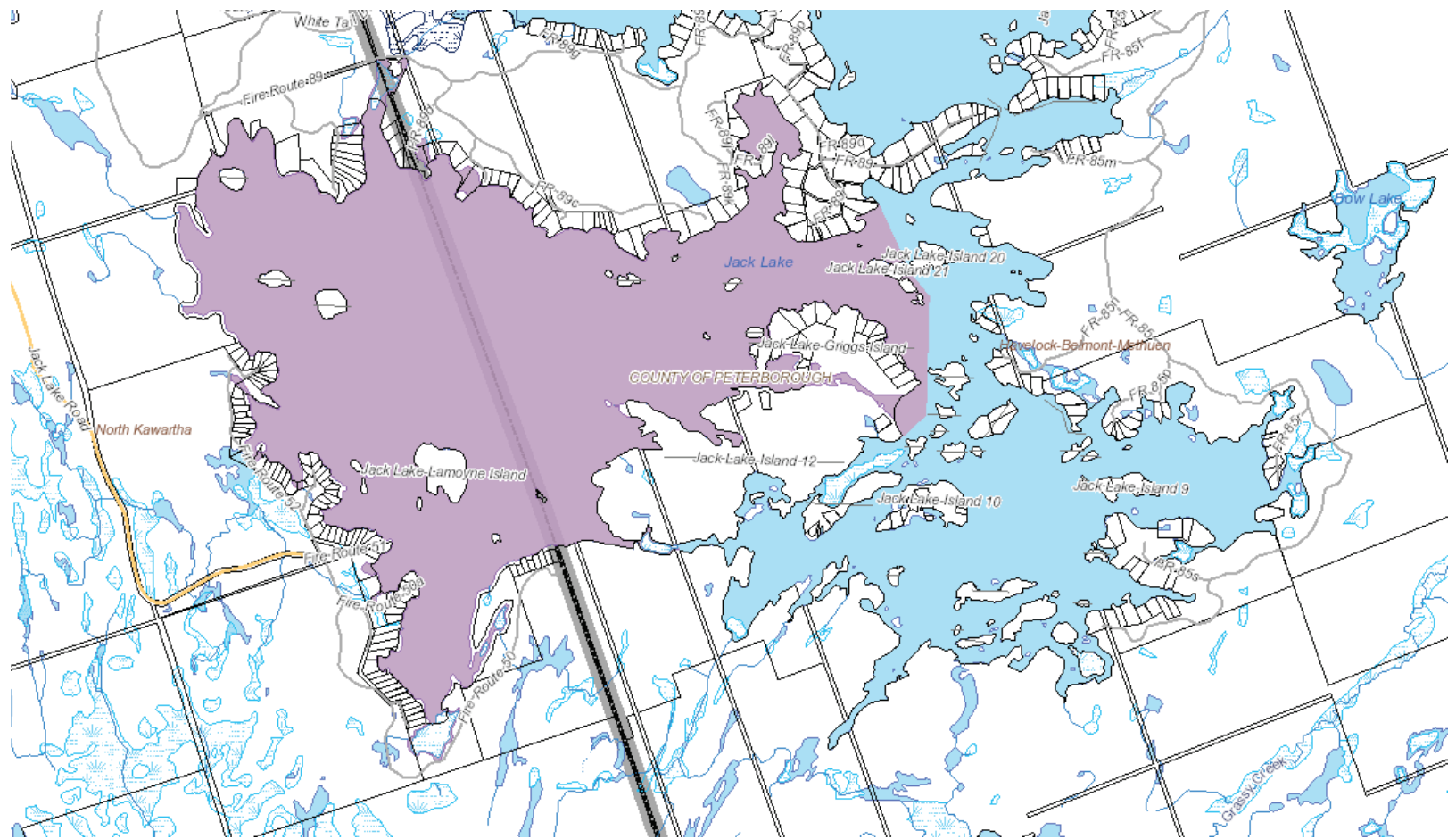
1: 50,000

2,540.0 0 1,270.00 2,540.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes



TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor and Members of Council

Prepared By: Samantha Deck, Planner

Meeting Date: December 17, 2024

Subject: **Creation of a New Lot – Application B-166-22 (Darryl Tighe on behalf of Andrew & Katherine Hoag)**

PURPOSE:

The purpose of this Report is to provide background information regarding the proposed creation of one (1) new seasonal 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-166-22 and having Assessment Roll Number (ARN) 1531-010-003-06508, as submitted by property owners, Andrew and Katherine Hoag, with the following conditions:
- That \$1000.00 Cash-in-lieu of Parkland be paid to the Municipality for the new lot being created by granting of provisional consent for application B-166-22;
- That an environmental mitigation measures agreement between the applicant and the Township be entered into and registered on title to implement the recommendations from the Natural Heritage Evaluation completed by Sumac Environmental Consulting dated March 2024;
- That the applicants demonstrate proper access to the severed parcel;
- That no encroachments of wells or septic systems will result from the new lot being created;
- That a Preliminary Septic Review is completed for the severed parcel'
- That the balance of this report be received.

BACKGROUND:

Executive Summary:

The purpose of this report is to seek endorsement on a proposed Consent Application B-166-22 submitted by Darryl Tighe, on behalf of the homeowners Andrew and Katherine Hoag, for the subject lands known as 104 Fire Route 6. The purpose of Consent Application B-166-22 is to sever the property to create one (1) new vacant seasonal residential lot on Crowe River.

Subject Lands:

The parcel in question comprises approximately 19.46 hectares (48 acres) with road frontage on County Road 48, Fire Route 6, Fire Route 6A, and Crowe River. The parcel is located in Part Lot 14, Concession 2, with a municipal address of 104 Fire Route 6.

The application now before Council was filed with Peterborough County Land Division in November of 2022. Please see **Appendix A:** Consent Application. The application was held in abeyance to review the legal status of the parcel and to determine if the parcel to be severed had inadvertently merged with the proposed retained lands.

Prior to submission however, the consent proposal was the subject of a Preliminary Severance Review completed by the Peterborough County Planning Department, in July of 2022. Please see **Appendix B:** Preliminary Severance Review and Site Plan.

If approved, the lot to be created will comprise approximately approximately 0.76 hectares (1.8 acres) with approximately 83 metres (272 feet) of private road frontage on Fire Route 6A and 100 metres (328 feet) of shoreline frontage on Crowe River. As indicated by the attached consent application, the retained parcel will comprise approximately 18.7 hectares (46 acres) of land while maintaining the road frontage on County Road 48, Fire Route 6, and Fire Route 6A. Please see **Appendix C:** GIS Mapping. The retained parcel is currently developed with a single detached dwelling and accessory structure constructed in 2021. The severed parcel is currently vacant and is intended to support a future seasonal recreational dwelling.

The severed parcel is adjacent to fish habitat, habitat of endangered and threatened species, and key hydrologic features, including Crowe River, a small watercourse, and wetlands, based on aerial GIS mapping. As a result, the applicants retained the services of a land use planner to prepare a Planning Justification Report and an environmental consultant to prepare a Natural Heritage Evaluation (NHE) to address the impact of the severance application on adjacent natural heritage features. Please see **Appendix D:** Planning Justification Report and **Appendix E:** Natural Heritage Evaluation. The report concludes that the severance application will not impede the integrity of the natural heritage features, provided the recommendations of the NHE are implemented throughout the approval of the development process.

PLANNING DISCUSSION:

Township's Official Plan

The subject property is currently designated as *Shoreline* and *Rural* in the Township's Official Plan. Section 3.1.2 and 3.3.3 of the Official Plan provides policy direction for uses permitted within the Shoreline and Rural 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 3.1.2 outlines that residential uses are permitted but are not intended to be the focus of land uses within the Rural designation. The lands to be severed are within 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. The severed lands will have frontage on a shoreline and the retained lands will have frontage on a public road, being County Road 48. Therefore, the consent application conforms to 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 being serviced by an existing services and the severed lot is anticipated to be serviced as well by an individual sewage disposal and water system.

Township's Zoning By-law 1995-42

The subject property is currently dual zoned with the retained parcel being in the 'Rural (RU) Zone', while the severed parcel is located in the 'Seasonal Residential (SR) Zone'. The SR and RU zone categories each recognize residential uses. The SR Zone is customarily used for recreational cottages and the RU Zone recognizes permanent residential dwellings. The severed and retained lots both meet the minimum required minimum lot size and frontage requirements that are prescribed under the SR and RU Zone.

Therefore, it is advisable for Council to endorse the subject application as the lots are zoned for their proposed uses and conform to the required setbacks.

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 By-law.

The NHE 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. Therefore, it is advisable for the Council to endorse the subject application with an additional condition that an environmental mitigation measures agreement be registered on title.

COMMENTS:

Staff Comments:

None further.

Agency Comments:

The application was circulated to all applicable departments; Staff have received no objections to the approval of the application.

Public Comments:

At the time of preparation of this report, no public comments have been received regarding the subject application. Should any comments be submitted prior to the date of the public hearing they will be brought forward to the Council at that time.

FINANCIAL IMPACT:

None at this time.

STRATEGIC PLAN ALIGNMENT:

- Customer Service
- Environment and Sustainability

Respectfully submitted,

Samantha Deck

Samantha Deck, Planner
Township of Havelock-Belmont-Methuen

- Appendix A – Application
- Appendix B – Preliminary Severance Review and Site Plan
- Appendix C – GIS Map
- Appendix D – Planning Justification Report
- Appendix E – Natural Heritage Evaluation

County of Peterborough Land Division

470 Water Street, Peterborough, Ontario K9H 3M3
email: ahamilton@county.peterborough.on.ca
T-705-743-3718 or 800-710-9586, Ext. 310 Fax: 705-876-1730



Application for Consent

<p>Note to Applicant: All questions must be answered or application may be returned. Application Fee: \$1150.00 must accompany fully completed application and 6 copies.</p> <p>It is strongly advised the applicant complete a Preliminary Severance Review with the County of Peterborough Planning Department. Have you done so: Y/N <u>Y</u> Date: <u>July 2022</u></p> <p>If yes, were there any Studies required? Y/N <u>Y</u> (i.e. Traffic Study, Archaeological Study and Environmental Impact Analysis (EIA)). Have you attached 4 copies of each to this application? Y/N _____</p>	<p>Office Use:</p> <p>File No. B- 166-22</p> <p>Date Received: RECEIVED NOV 09 2022 LAND DIVISION</p>
---	---

1. Owner Information

Name(s): Andy and Katherine Hoag Address: ██████████

City/Province: ██████████ Postal Code: ██████████

Phone: (H) ██████████ (B) _____ Fax or E-mail: _____

Do you wish to receive all communications? Yes No

2. Authorized Agent/Solicitor Information

Name(s): _____ Address: _____

City/Province: _____ Postal Code: _____

Phone: (H) _____ (B) _____ Fax or E-mail: _____

Do you wish to receive all communications? Yes No

3. Property Description

Ward: Belmont Township: HBM Lot: 14 Concession: 2

Municipal (911) Address: 104 FR 6 Tax Roll #: 1531-010-003-06200

Registered Plan #: _____ Block/Lot: _____

4. 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 Charge Lease

5. Transferee

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

Address: _____

Phone: (H) _____ (B) _____ Fax or E-mail: _____

6. Description of Severed Lot (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): 83m road 100m Crowe R Depth (metres): Various Area (m² or hectares): 0.76ha
 Frontage (feet): 272' road/328' Crowe Depth (feet): Various Area (ft² or acres): 1.8 acres

Existing Use: (i.e. residential, commercial, recreational) Vacant **Proposed Use:** (i.e. residential, commercial, recreational) Residential

Name Existing Buildings & Structures, including well & septic (and show on sketch with setbacks) None Name Proposed Buildings & Structures, including well & septic (and show on sketch with setbacks) None at this time

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Water Supply: **Sewage Disposal: (if existing, show on sketch)**
 Publicly owned/operated piped water system Publicly owned/operated sanitary sewage system
 Privately owned/operated individual well Privately owned/operated individual septic tank
 Privately owned/operated communal well Privately owned/operated communal septic tank
 Lake or other water body Privy
 Other _____ Other _____

If a septic system exists on the severed parcel, when was it installed and inspected? _____
 How far is it located from the lot line(s) & well? ^{100m} (ft. or meters)
 Have you shown the well & septic locations and setbacks on the sketch? _____

If the severed lot is an "Addition" or "Lot Line Adjustment", please provide the following information. If not, please skip this section and move onto Section 8:

7. Description of Lot Being Added To (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): _____ Depth (metres): _____ Area (m² or hectares): _____
 Frontage (feet): _____ Depth (feet): _____ Area (ft² or acres): _____

Existing Use: (i.e. residential, commercial, recreational) _____ **Proposed Use:** (i.e. residential, commercial, recreational) _____

Name Existing Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____ Name Proposed Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____

Official Plan Designation: _____ **Current Zoning:** _____

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Roll # of Lot Being Added to: _____

8. Description of Retained Lot (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): 85m Depth (metres): various Area (m² or hectares): 18.7ha
 Frontage (feet): 278' Depth (feet): various Area (ft² or acres): 46 acres

Existing Use: (i.e. residential, commercial, recreational) residential **Proposed Use:** (i.e. residential, commercial, recreational) same

Name Existing Buildings & Structures, including wells & septic (and show on sketch with setbacks) Dwelling and bunkie by the water Name Proposed Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Water Supply: **Sewage Disposal: (if existing, show on sketch)**
 Publicly owned/operated piped water system Publicly owned/operated sanitary sewage system
 Privately owned/operated individual well Privately owned/operated individual septic tank
 Privately owned/operated communal well Privately owned/operated communal septic tank
 Lake or other water body Privy
 Other _____ Other _____

If a septic system exists on the retained parcel, when was it installed and inspected? 2021/2022

How far is it located from the lot line(s) & well? ^{+50M} _____ (ft. or meters)

Have you shown the well & septic locations and setbacks on the sketch? _____

9. Local Planning Documents

What is the current Township **Official Plan** designation on this property? Shoreline/Rural
 (this information is available from the Preliminary Severance Review and/or from the Township)

What is the current zoning on this property, as found in the Township **Zoning By-Law**? Rural
 (this information is available from the Preliminary Severance Review and/or from the Township)

10. Provincial Policy

Is the application consistent with the Provincial Policy Statements? Yes No
 (this information is available from the Preliminary Severance Review and/or from the County Planning Dept.)

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, does the application conform to or meet the intent of the provincial plan(s)? Yes No

11. 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: _____

12. Previous Planning Act Applications

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 No

Has the owner of the subject land severed any land from the original acquired parcel? Yes No

If yes, indicate this information on the required sketch and provide the following (if known):
 File No. B- _____, Transferee: _____ Date of Transfer: _____
 File No. B- _____, Transferee: _____ Date of Transfer: _____

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 No

If yes, please provide the following:
 Type: _____ File No. _____ Status: _____

13. Minimum Distance Separation (MDS)

Are there any **barns** within 1,000 metres (3,281 feet) of the subject property which currently house, or are capable of housing, livestock? Yes No
If yes, please complete an "MDS Data Sheet" for each barn.

14. Agricultural Severances (for lands within the agricultural designation only)

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

15. Adjacent Lands Surrounding the Landholding

Please state the names of the owners, the use of the land and buildings existing on the lands surrounding the applicants' entire landholding. **This information should also be on the sketch**, and can be obtained from the Township or Land Division Office. If more room is needed, please add extra Schedule page.

Direction	Name of Owner	Use of Land (i.e. farm, residential etc.)	Buildings (i.e. house, barn etc.)
North	Unknown	Waterfront	Cottages
South	Unknown	Vacant	Vacant
East	Unknown	Waterfront	Cottages
West	Unknown	Residential	Vacant barn/dwelling

16. Driving Directions

Please describe in detail driving directions to the subject property: North on CR48, right on FR 6

Signatures Page

If the applicant is not the owner of the subject land, a written authorization of the owner that the applicant is authorized to act as agent and make the application on his/her behalf is required (original please).

If the applicant is a Corporation acting without agent or solicitor, the application must be signed by an Officer of the Corporation with a declaration indicating that the said Officer has the authority to bind the Corporation and the Corporation's Seal (if any) must be affixed.

Signature(S)

Dated at the (City, Township) of Peterborough this 9 day of November, 2022.

K. O'Connor Hoeg
Signature of owner(s) or authorized solicitor/agent

[Signature]
Signature of owner(s) or authorized solicitor/agent

Declaration

This section must be signed before a Commissioner for Taking Affidavits or a designated Official of the Municipality (i.e. Reeve, Clerk, Secretary-Treasurer of the Land Division Committee, lawyer, etc.)

I/we, Andy + Katherine Hoeg of the Township, City, etc. of Havelock in the County/Region/Municipality, etc. of Peterborough, solemnly declare that all the statements contained in this application are true, and I make this solemn declaration as made under oath and by virtue of the Canada Evidence Act.

Declared before me at the City of Peterborough in the County of Peterborough this 9 day of November, 2022.

K. O'Connor Hoeg
Owner or authorized Agent

[Signature]
Owner or authorized Agent

Ann Frances Hamilton
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, 2023.

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.

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 6 copies of both the application and sketch, each copy stapled individually with a sketch. All copies of the sketch or survey must be coloured – red for severed lots, green for retained. Copies may be double-sided. Please submit application with a cheque for \$1150.00 payable to the "County of Peterborough".

Roll #1531-010-003-06200 & #1531-010-003-06508 & #1531-010-003-06510
Lot 14, Concession 2, Belmont
Hoag (KMD Planning)
Severance Sketch



Scale (metric)
1:7,200

Preliminary Severance Review

Prepared by the Peterborough County
Planning Department



Date: July 22, 2022

Name: Andrew Hoag & Katherine O'Connor

Agent: Laura Stone

Email: [REDACTED]

Phone: 705-933-9105

Municipality: Havelock-Belmont-Methuen, Belmont Ward

Lot: 14

Concession: 2

Roll No.: 1531-010-003-06200, 06508, 06510

Municipal Address: Fire Route 6A/County Road 48

Type of Severance: recreational residential lot(s)

	Severed	Retained
County Official Plan	Shoreland Area	Rural
Municipal Official Plan	Shoreline	Shoreline, Rural
Municipal Zoning	RU	RU
Area and Frontage	± 0.76 ha, ± 83 m frontage on Fire Route 6A and ± 100 m frontage on Crowe River	± 19.5 ha, ± 187 m frontage on County Road 48
Existing Use/Buildings	Vacant	Vacant

Conforms to Provincial policies?

Yes No

Severances (i.e. new lot lines) are not permitted within key hydrologic features or their 30 metre vegetation protection zone.

Conforms to County Official Plan policies?

Yes No

Conforms to Township Official Plan policies?

Yes No

Conforms to Township Zoning By-Law?

Severed parcel meets Zoning requirements:

Yes No

Retained parcel meets Zoning requirements:

Yes No

Studies required to support the application?

Yes No

Natural Heritage Evaluation (i.e. Environmental Impact Study)

Provincial Policy Review:

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

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Wetlands | <input type="checkbox"/> Significant Wildlife Habitat | <input type="checkbox"/> Area of Natural and Scientific Interest (ANSI) |
| <input type="checkbox"/> Fish habitat | <input type="checkbox"/> Significant Woodlands | <input checked="" type="checkbox"/> Other key hydrologic feature (stream, pond, lake) |
| <input checked="" type="checkbox"/> Species at Risk | <input checked="" type="checkbox"/> 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 (2019) 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 (2019) states that development within 120 metres of a key hydrologic feature will require a natural heritage evaluation/hydrologic evaluation. Given the proximity of the severed parcel to the wetland and stream features on the property, the lot lines will be required to be adjusted to ensure that the severed parcel is located outside the key hydrologic feature and its associated 30 metre VPZ in order to comply with the Growth Plan policy.

If the lots lines are able to be adjusted, but the severed parcel remains within the 120-metre buffer surrounding the feature, a natural heritage evaluation and/or hydrologic evaluation is required. Evaluations undertaken in accordance with these policies will identify the boundaries of the key natural heritage feature, vegetation protection zones, and any additional restrictions to be applied before, during and after development to protect the hydrologic and ecological functions of the feature.

A portion of the subject property is traversed by an area identified for habitat of endangered species and threatened species, as shown on the attached sketch. Policy 2.1.7 of the Provincial Policy Statement prohibits development and site alteration, including lot creation, within habitat of endangered species and threatened species, except in accordance with provincial and federal requirements. Species at Risk Data available to the County indicates that there have been no observations of species at risk on or adjacent to the proposed severed lot. Therefore, a Species at Risk Assessment is not required, however, species at risk screening should still be included in the above noted NHE in accordance with provincial guidelines.

Does the proposal meet Minimum Distance Separation requirements?

- Yes No Not Applicable

There does not appear to be any livestock facilities (i.e. barns) within 1,500 m of the proposed severed lot (2017 MDS I, guideline #6).

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)).

Municipal Official Plan Policy Review:

Residential uses of both permanent and recreational (cottage) nature are the most prevalent use that can be found in the 'Shoreline' designation (S. 3.3.3). Section 2.1.5.4 states in part that residential development along shorelines may be permitted with direct access by private road, provided that the development is limited to single-unit dwellings and not part of more intensive forms of development.

A land holding may be eligible for consent if it has been recorded as a separate parcel in the Land Registry Office as of February 15, 1990; and/or a lot encompassing no less than 35 hectares (86 acres). In the Shoreline designation, the number of new lots created by consent shall be limited to three (3) severed and one (1) retained per land holding (Section 2.2.2.1(u)). Peterborough County Land Division records indicate that the subject property has not received any severances since 1990, and therefore, appears to be eligible for consent.

Section 2.2.2.1(m) states that "existing lots which have inadvertently merged due to common ownership may be separated to reflect the original lot configuration provided that the subject property has remained in the same ownership as when the merger occurred and the application is deemed to be in conformity with the relevant policies of this Plan and the regulations of the Township's Zoning By-law. According to the information provided by the property owner, the merger occurred under previous ownership so the severance cannot be approved under the inadvertent merger policies.

Section 2.2.2.1(g) states that "frontage on a Public Road except in accordance with the policies of Section 2.1.5 of this Plan, 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 a reasonable standard of construction." The proposed lot does not have frontage on a public road, however section 2.1.5.4 permits lot creation on a private road if it existed at the time of adoption of the Official Plan, the development is limited to a single-unit dwelling and may be zoned in a separate zone. The proposal should be discussed with the Township to determine if a rezoning is required.

As applicable, consents for the purposes of new lot creation must meet road frontage & access, Zoning By-law, Health Unit and Minimum Distance Separation (MDS) requirements (S. 2.2.2.1(g),(j),(l(ii)) & (p)). The severed and retained parcels appear to meet the lot area and frontage requirements for a residential use in the (RU) 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 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 Bylaw.

* 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

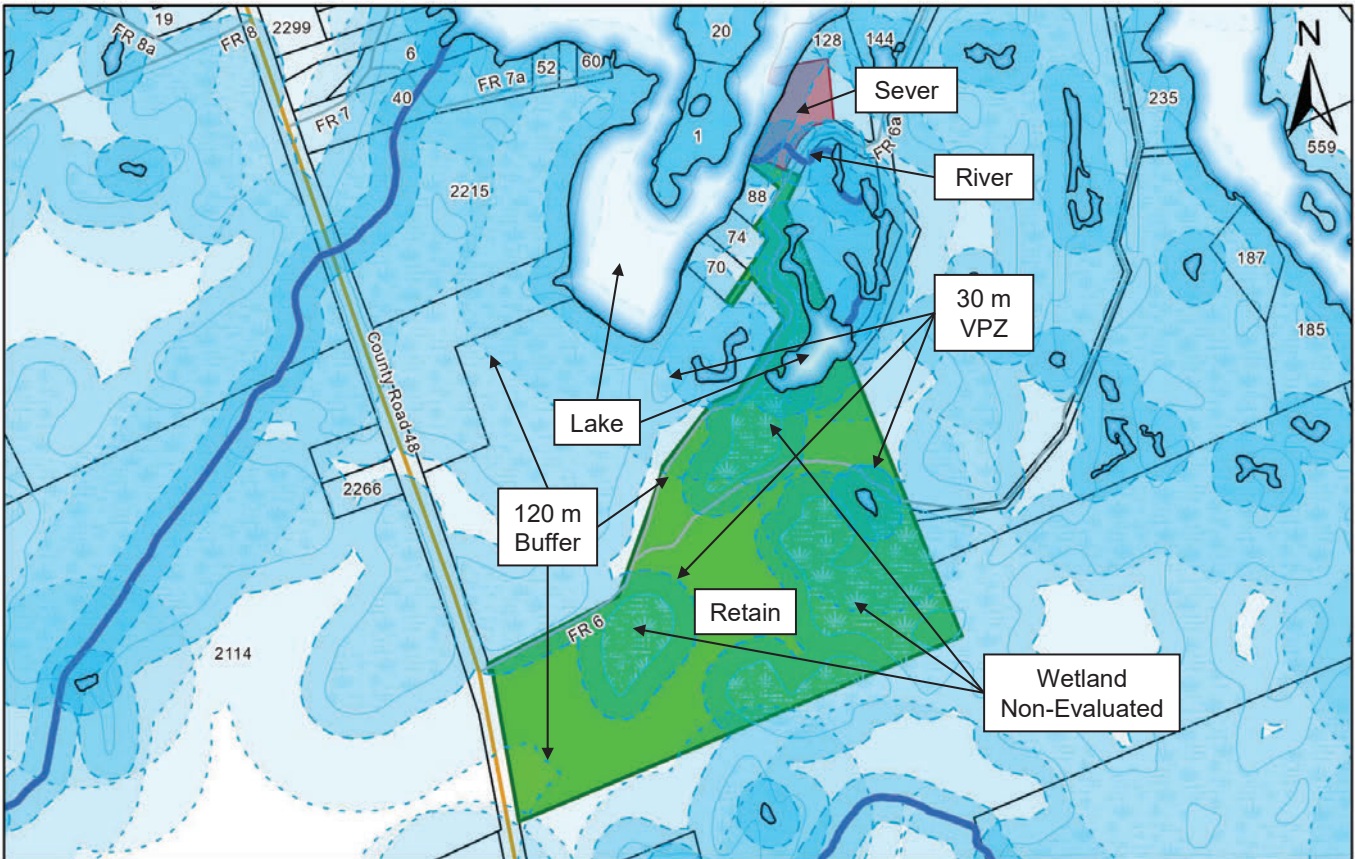
Our position on the overall conformity of the proposal is based on information available at the time of review. Subsequent information from commenting agencies can change our comments relating to any formal application for severance which is subsequently filed. The above-noted comments should not be 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 #1531-010-003-06200 & #1531-010-003-06508 & #1531-010-003-06510
Lot 14, Concession 2, Belmont
Hoag (KMD Planning)
Severance Sketch



Scale (metric)
1:7,200

Roll #1531-010-003-06200 & #1531-010-003-06508 & #1531-010-003-06510
 Lot 14, Concession 2, Belmont
 Hoag (KMD Planning)
 Key Hydrologic Features (wetlands, rivers, lakes, etc.)



NOTE: Development and site alteration, including lot creation, is not permitted within key hydrologic features; any development proposed within the 120 metre buffer surrounding key hydrologic features requires a natural heritage evaluation/hydrologic evaluation to identify a vegetative protection zone (no less than 30 metres). No development, including lot creation, is permitted within the 30 metre vegetation protection zone (VPZ).

Scale (metric)
 1:7,200

Roll #1531-010-003-06200 & #1531-010-003-06508 & #1531-010-003-06510

Lot 14, Concession 2, Belmont

Hoag (KMD Planning)

Natural Heritage Features (i.e. species at risk habitat, significant wildlife habitat)

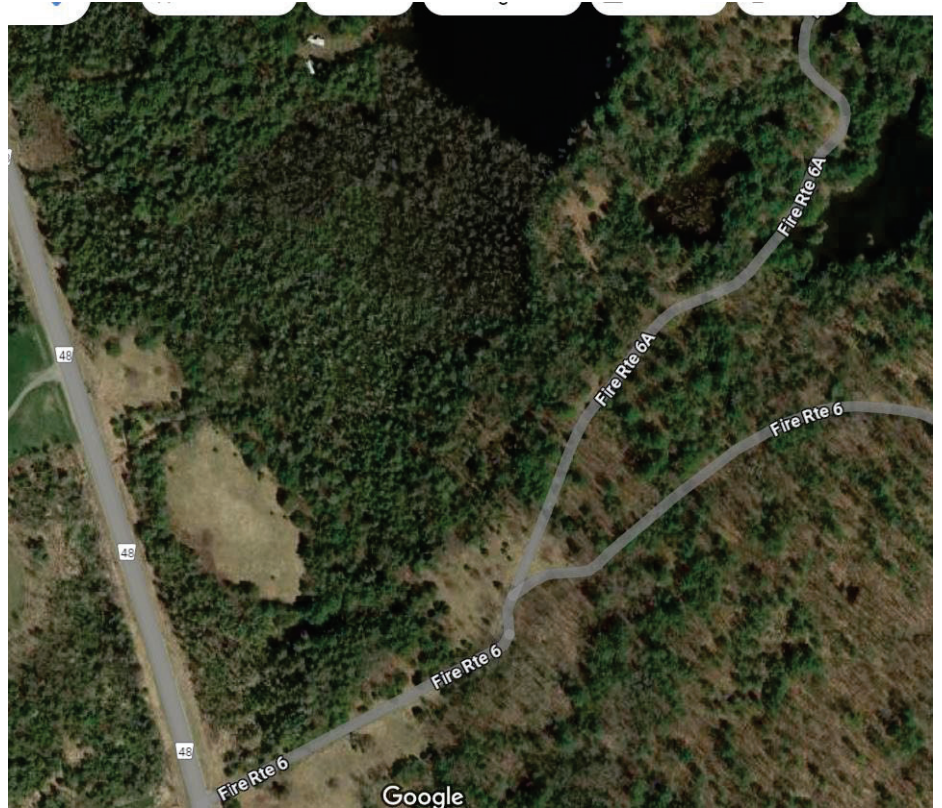


Scale (metric)
1:7,200

Planning Justification Report

Part Lots 14 & 15, Concession 2,
Township of Havelock-Belmont-Methuen
Peterborough County

Consent (Severance) Applications
(B-164-22, B-165-22, B-166-22)



Prepared By:

Darryl J. Tighe (Hons.) B.A., M.Sc., RPP

Peterborough, Ontario

April 2024

Prepared for:

Andrew Hoag and Katherine O'Connor-Hoag

Contents

1.0	INTRODUCTION AND PURPOSE	2
2.0	THE PROPERTY	2
2.1	Subject Property.....	2
3.0	PROPOSAL SUMMARY	2
4.0	PLANNING ANALYSIS - RELEVANT LAND USE PLANNING POLICY AND ZONING	6
4.1	2020 A Place to Grow- Growth Plan for the Greater Golden Horseshoe (2020 Growth Plan)	6
4.1.1	Policy	6
4.1.2	Legislative Authority.....	7
4.1.3	Policies for Where and How to Grow.....	7
4.1.4	Rural Areas	8
4.2	2020 PROVINCIAL POLICY STATEMENT (2020 PPS).....	9
4.2.1	How to Read the Provincial Policy Statement	9
4.2.2	Rural Areas in Municipalities	11
4.2.3	Rural Lands in Municipalities	11
4.2.4	Infrastructure and Public Service Facilities (Sec. 1.6).....	11
4.2.5	Natural Heritage	12
4.3	PETERBOROUGH COUNTY OFFICIAL PLAN.....	12
4.4	TOWNSHIP OF HAVELOCK-BELMONT-METHUEN OFFICIAL PLAN	14
4.5	TOWNSHIP OF HAVELOCK-BELMONT-METHUEN COMPREHENSIVE	16
5.0	CONCLUSION	16

Figures

Figure 1	– Key Map.....	4
Figure 2	– Consent Sketch.....	5

Appendices

Appendix A	Amended Consent Applications
Appendix B	Minimum Distance Separation
Appendix C	Agency Review Comments

1.0 INTRODUCTION AND PURPOSE

The purpose of this Planning Justification Report is to express support for Consent Applications B-164-22 (lot #1), B-165-22 (lot #2) and B-166-22 (lot #3) which have been filed with the County of Peterborough Land Division Committee for property having Roll Nos. 1531-010-003-06510-0000 and 1531-010-003-06508-0000; being located on County Road 48 and Fire Route 6.

Accompanying this Planning Justification Report is a Natural Heritage Evaluation Report; prepared by Sumac Environmental Consulting (Barrie, Ontario), March 2024. .

2.0 THE PROPERTY

2.1 Subject Property

The Subject Property is located on the east side of County Road 48. The property in question comprises a total of 47.75 acres (19.3 ha.) together with 438.6 (133.7 m) of frontage on the County Road, together with exposure on the Crowe River.

Although lands having roll no. 1531-010-003-06508-0000 have no public road frontage, it does provide for approximately 328 feet (100m) on the Crowe River. Fire Route 6/6A crosses over the subject property, thereby providing access from County Road 48 to neighbouring waterfront properties located on the Crowe River. Refer to **Figure 1 – Key Map**.

3.0 PROPOSAL SUMMARY

Applications B-164-22 (lot #1), B-165-22 (lot #2) and B-166-22 (lot #3) were filed with County of Peterborough Land Division on November 9, 2022.

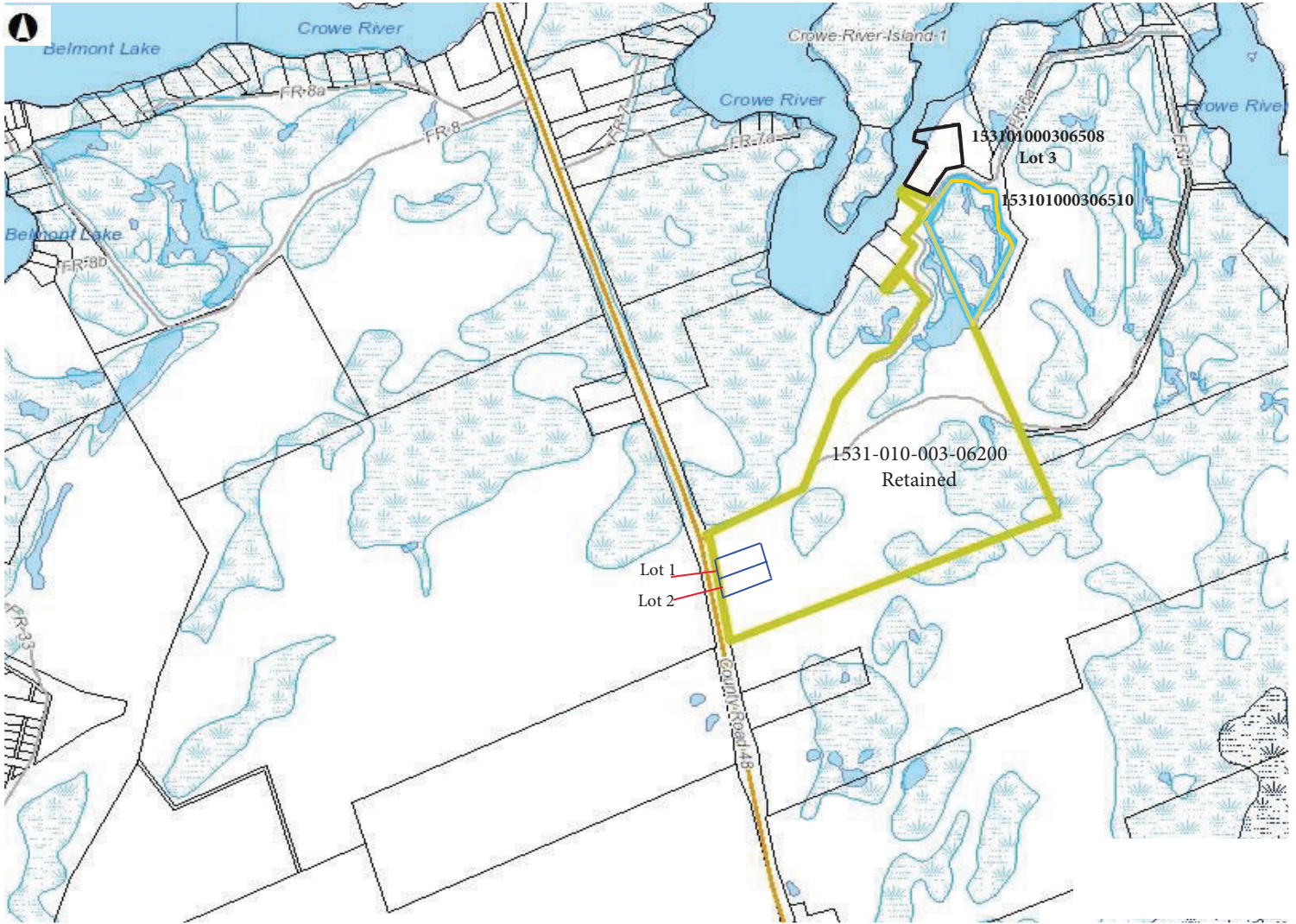
Subsequent to initial circulations review comments received, those applications have since undergone limited revisions; and copies of the amended applications accompany this report, as **Appendix A**.

Severed Lot Characteristics		
Proposed Lot	Area	Frontage
Lot #1 (B-164-22)	.42 ha (1.04 ac)	46m (150.9 feet)
Lot #2 (B-165-22)	.42 ha (1.04 ac)	46m (150.9 feet)
Lot #3 (B-166-22)	.73 ha (1.8 ac)	100m (328 feet)

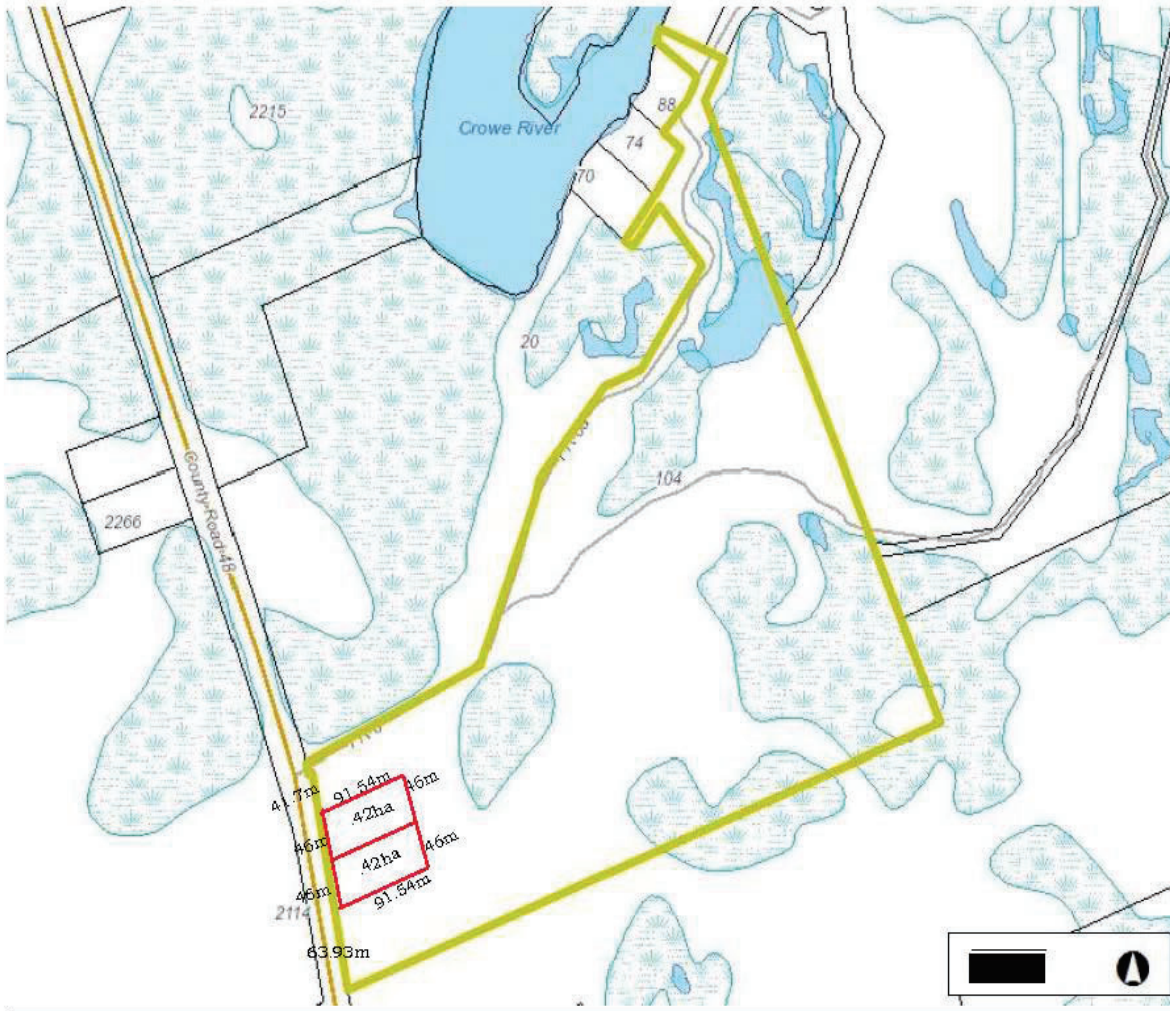
Regarding proposed lots 1 & 2, Refer to **Figure 2 – Consent Sketch**

At the time of preparation of this report, Application B-166-22 has been placed in temporary abeyance. However, further discussion and planning justification in support of Lot 3 is also provided in this report.

Roll #1531-010-003-06200 & #1531-010-003-06508 & #1531-010-003-06510
Lot 14, Concession 2, Belmont
Property Key Map



Katherine & Andrew Hoag Applications for Consent



CONSENT SKETCH

Applications for Consent
B-164-22 & B-165-22

104 Fire Route 6
Part Lot 14 Concession 2
County Road 48 &
FR 6

Belmont Ward
Township of
Havelock-Belmont-Methuen
Peterborough County

Legend

- Lands to be Retained
- Lands to be Severed

Prepared by: Darryl J. Tighe
April 2024
N.T.S.

Figure 2

Note:

4.0 PLANNING ANALYSIS - RELEVANT LAND USE PLANNING POLICY AND ZONING

4.1 2020 A Place to Grow- Growth Plan for the Greater Golden Horseshoe (2020 Growth Plan)

The new 2020 Plan sets forth a series of detailed policies addressing population and employment growth, and other related development, planning and land use matters for the Greater Golden Horseshoe Area. The County of Peterborough is located within the eastern portion of the outer-ring part of the 2020 Plan. Relative to the Consent Applications, the following policies of the 2020 Growth Plan are considered to have direct relevancy:

4.1.1 Policy

Guiding Principles (Sec. 1.2.1)

The successful realization of this vision for the GGH centres on effective collaboration amongst the Province, other levels of government, First Nations and Metis communities, residents, private and non-profit sectors across all industries, and other stakeholders. The policies of this Plan regarding how land is developed, resources are managed and protected, and public dollars are invested are based on the following principles:

- Support the achievement of complete communities that are designed to support healthy and active living and meet people's needs for daily living throughout an entire lifetime.
- Prioritize intensification and higher densities in strategic growth areas to make efficient use of land and infrastructure and support transit viability.
- Provide flexibility to capitalize on new economic and employment opportunities as they emerge, while providing certainty for traditional industries, including resource-based sectors.
- Support a range and mix of housing options, including second units and affordable housing, to serve all sizes, incomes, and ages of households.
- Improve the integration of land use planning with planning and investment in infrastructure and public service facilities, including integrated service delivery through community hubs, by all levels of government.
- Provide for different approaches to manage growth that recognize the diversity of communities in the GGH.
- Protect and enhance natural heritage, hydrologic, and landform systems, features, and functions.

- Support and enhance the long-term viability and productivity of agriculture by protecting prime agricultural areas and the agri-food network.
- Conserve and promote cultural heritage resources to support the social, economic, and cultural well-being of all communities, including First Nations and Metis communities.
- Integrate climate change considerations into planning and managing growth such as planning for more resilient communities and infrastructure - that are adaptive to the impacts of a changing climate and moving towards environmentally sustainable communities by incorporating approaches to reduce greenhouse gas emissions.

The proposed Consent (Severance) Applications conform to the policies of Section 1.2.1 of the Plan. The proposed development/ use of the property is compatible with area land uses and does not represent an environmental hazard.

4.1.2 Legislative Authority

This Plan is issued under the authority of section 7 of the Places to Grow Act, 2005. It was approved through an Order in Council under that Act to come into effect on May 16, 2019. This Plan replaces the Growth Plan for the Greater Golden Horseshoe, 2017 that took effect on July 1, 2017.

Read the Entire Plan

This Plan is to be read in its entirety and the relevant policies are to be applied to each situation. The language of each policy, including the policies in Section 5, will assist decision-makers in understanding how the policies are to be implemented.

While some policies refer to other policies for ease of use, these cross-references do not take away from the need to read the Plan as a whole. There is no implied priority in the order in which the policies appear.

The entire document has been reviewed for the purpose of preparing this Planning Justification Report.

4.1.3 Policies for Where and How to Grow

Sec. 2.2.1 Managing Growth

1. Population and employment forecasts contained in Schedule 3 will be used for planning and managing growth in the GGH to the horizon of this Plan in accordance with the policies in subsection 5.2.4.
2. Forecasted growth to the horizon of this Plan will be allocated based on the following:
 - a) the vast majority of growth will be directed to settlement areas that:
 - i. have a delineated built boundary;

- ii. have existing or planned municipal water and wastewater systems; and
- iii. can support the achievement of complete communities;

The subject property does not form part of a designated Rural Settlement Area.

c) within settlement areas, growth will be focused in:

- i. delineated built-up areas;
- ii. strategic growth areas;
- iii. locations with existing or planned transit, with a priority on higher order transit where it exists or is planned; and
- iv. areas with existing or planned public service facilities;

d) development will be directed to settlement areas, except where the policies of this Plan permit otherwise;

The subject property does not form part of a designated Rural Settlement Area.

4.1.4 Rural Areas

- 1. Municipalities are encouraged to plan for a variety of cultural and economic opportunities within rural settlements to serve the needs of rural residents and area businesses.

The subject property does not form part of a Rural Settlement Area; but rather is designated Rural Areas.

3. Subject to the policies in Section 4, development outside of settlement areas may be permitted on rural lands for:

- a) the management or use of resources;
- b) resource-based recreational uses; and
- c) other rural land uses that are not appropriate in settlement areas provided they:
 - i. are compatible with the rural landscape and surrounding local land uses;
 - ii. will be sustained by rural service levels; and
 - iii. will not adversely affect the protection of agricultural uses and other resource-based uses such as mineral aggregate operations.

The proposed Consent (Severance) Applications encompass two properties that are considered as an appropriate form of rural land use. The resultant lots are compatible with the existing rural and surrounding local land uses, will be sustained by rural service levels and will not adversely affect the protection of agricultural or resource-based uses.

4. Where permitted on rural lands, resource-based recreational uses should be limited to tourist-related and recreational uses that are compatible with the scale, character, and capacity of the resource and the surrounding rural landscape, and may include:
 - b) where appropriate, resource-based recreational dwellings for seasonal accommodation.

Proposed Lot 3 is located within a developed waterfront area; while providing for a generous lot area and shoreline frontage.

The proposed consent is considered to be compatible with the surrounding area while maintaining local character of the area.

Review comments provided by the Crowe Valley Conservation Authority have raised no objections nor concerns with Application B-166-22; as well as identifying a defined building envelope.

Additionally, Sumac Environmental Consulting also concluded that creation of the proposed lots poses no negative impacts to the identified natural features, provided recommended mitigation measures are adhered to.

It is our professional planning opinion that the severance applications are in conformity with the policies of the 2020 Growth Plan.

4.2 2020 PROVINCIAL POLICY STATEMENT (2020 PPS)

The 2020 PPS sets forth a series of policies that address a range of land use, planning, development and related topics on a provincial wide basis.

With respect to the Consent (Severance) Applications, the following policies of the 2020 PPS are considered to have direct relevance:

4.2.1 How to Read the Provincial Policy Statement

The provincial policy-led planning system recognizes and addresses the complex inter-relationships among environmental, economic and social factors in land use planning. The Provincial Policy Statement supports a comprehensive, integrated and long-term approach to planning, and recognizes linkages among policy areas.

Read the Entire Provincial Policy Statement

The Provincial Policy 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.

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 Policy Statement as a whole.

There is no implied priority in the order in which the policies appear.

The entire document has been reviewed for the purpose of preparing this Planning Justification Report.

Building Strong Healthy Communities

Ontario is a vast province with urban, rural, and northern communities with diversity in population, economic activities, pace of growth, service levels and physical and natural conditions. Ontario's long-term prosperity, environmental health and social well-being depend on wisely managing change and promoting efficient land use and development patterns. Efficient land use and development patterns support sustainability by promoting strong, liveable, healthy and resilient communities, protecting the environment and public health and safety, and facilitating economic growth.

Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development-and land use patterns which sustain the financial well-being of the Province and municipalities over the long-term;
- b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;

The property is not part of a Rural Settlement Area. Furthermore, the proposed severed lots are not located within the WPZ buffer of wetlands.

Settlement Areas

Settlement areas are urban areas and rural settlement areas, and include 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.

The property is not part of a Rural Settlement Area.

4.2.2 Rural Areas in Municipalities

Rural areas are important to the economic success of the Province and our quality of life. Rural areas are a system of lands that may include rural settlement areas, rural lands, prime agricultural areas, natural heritage features and areas, and other resource areas. Rural areas and urban areas are interdependent in terms of markets, resources and amenities. It is important to leverage rural assets and amenities and protect the environment as a foundation for a sustainable economy.

Ontario's rural areas have diverse population levels, natural resources, geographies and physical characteristics, and economies. Across rural Ontario, local circumstances vary by region. For example, northern Ontario's natural environment and vast geography offers different opportunities than the predominately agricultural areas of southern regions of the Province.

The property is located within the rural area of the Township (and Peterborough County) and is not designated as a Rural Settlement Area.

4.2.3 Rural Lands in Municipalities

1.1.5.1 When directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.

1.1.5.2 On rural lands located in municipalities, permitted uses are:

- a) the management or use of resources;
- b) resource-based recreational uses (including recreational dwellings);
- c) limited residential development;
- f) other rural land uses.

1.1.5.3 Recreational, tourism and other economic opportunities should be promoted.

1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

The proposed severed lots represent limited residential development in a rural area that is compatible with the rural landscape and which can be sustained by rural service levels. Proposed Lot 3 is consistent with Section 1.1.5.2 b) of the PPS.

4.2.4 Infrastructure and Public Service Facilities (Sec. 1.6)

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. In settlement areas, individual on-site sewage services

and individual on-site water services may be used for infilling and minor rounding out of existing development.

The proposed severed lots will be serviced by private on-site water and waste-water facilities. The proposed lot areas are appropriate for accommodating these services and will be reviewed by Peterborough Public Health.

4.2.5 Natural Heritage

Natural features and areas are to be protected for the long term.

Section 2.1.6 – 2.1.8: Development and site alteration shall not be permitted in habitat of endangered species and threatened species; fish habitat, nor on adjacent lands to the natural feature unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts.

Based on review comments received by the Crowe Valley Conservation Authority, the initial setback from the closest wetland (north) to proposed lot line of Lot 1 has been increased from 21.67 to 41.7m.

Crowe Valley Conservation has confirmed that it has no objection nor concerns with the approval of applications B-164-22 (lot #1), B-165-22 (lot #2) and B-166-22 (lot #3).

In addition, Sumac Environmental Consulting has concluded that there will be no negative impact on the habitat of either endangered species or threatened species.

Based on our professional planning analysis, the subject applications are found to maintain consistency with the PPS (2020)

4.3 PETERBOROUGH COUNTY OFFICIAL PLAN

The property is described as 'Rural' and 'Shoreland Areas' in the County of Peterborough Official Plan. The portion of the property to accommodate proposed severed lots 1 and 2 is described as 'Rural'; while proposed Lot 3 is described as 'Shoreline Areas'.

Policies provided in the County Official Plan which are considered to have relevance to the subject applications are as follows:

2.6.3 Division of Land

2.6.3.5 Rural Areas

c) Lots shall have direct frontage on and access from publicly owned and maintained roads, unless otherwise permitted in local Official Plans.

d) Applications which would create a traffic hazard because of limited sight lanes on curves or grades shall not be granted

2.6.3.3 Shoreland Areas

This policy framework provides direction with respect to servicing and access.

4.3 Rural and Cultural Landscape

4.3.1 Housing

It is an objective of the County Plan to encourage the provision of affordable housing and a variety of housing types on a County wide basis.

4.3.2 Objectives

- To permit an amount and type of development in the rural area consistent" with maintaining its rural and cultural landscape;
- To provide for limited rural development and to ensure that such development does not threaten the quality or quantity of ground and surface water;

4.4 Shoreland Areas and the Waterfront

The goal is to protect the waterfront areas in the county as a significant cultural, recreational, economic and natural environment resources and enhance land areas adjacent to the shores.

Corresponding policies provide development standards shoreline setback etc.

Based on this planning analysis, the subject applications were found to maintain the spirit and intent of the County of Peterborough Official Plan.

The proposed lots are sufficiently sized to accommodate on-site servicing being private well and septic.

Regarding proposed Lots 1 and 2, the county Public Works Department have confirmed that a mutual driveway access from County Road 48 would be acceptable.

Approval of the proposed consents would serve to replenish the Townships' inventory of vacant residential building lots; thereby addressing the local and regional housing crisis.

Finally, neither the Crowe River Conservation Authority nor Sunac Environmental have expressed any concerns nor objection regarding these application.

4.4 TOWNSHIP OF HAVELOCK-BELMONT-METHUEN OFFICIAL PLAN

According to Schedule 'A1' to the Townships Official Plan, the area comprising proposed Lots 1 and 2 is designated 'Rural'; while proposed Lot 3 is designated 'Shoreline'.

Finally, neither the Crowe Valley Conservation not Sumac Environmental have expressed concern with this application.

2.2 Division of Land

2.2.2.1 Consents - General Consent Policies Applicable to All Land Use Designations

g) Frontage on a Public Road - Except in accordance with the policies of Section 2.1.5 of this Plan, 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 a reasonable standard of construction.

j) Conformity to Zoning By-law - A consent for the creation of a new lot shall only be granted where the severed and retained lot comply with the established minimum lot area and frontage requirements of the Zoning By-law.

Any granting of a consent to the contrary shall be deemed not to conform to the Policies of this Plan.

Zoning By-law Amendments may be utilized in order to permit the legally intended use and/or specify any site-specific building restrictions.

When a zoning by-law amendment is imposed as a condition of granting a consent; then a separate zoning by-law amendment application shall be required for both the severed and retained parcels.

l) Water Supply and Sewage Disposal - If the proposed lot is to be serviced by an individual on-site water supply and sewage disposal system, then the applicant may be required to substantiate that soil, drainage and groundwater conditions are suitable to provide for an adequate supply of potable water and the installation and satisfactory operation of a private sewage disposal system.

m) Merged Properties. Existing lots which have inadvertently merged due to common ownership may be separated to reflect the original lot configuration provided that the subject property has remained in the same ownership as when the merger occurred, and the application is deemed to be in conformity with the relevant policies of this Plan and the regulations of the townships Zoning By-law.

p) Minimum Distance Separation -Agriculture -A consent shall not be granted where the proposed use would contravene the Minimum Distance Separation Formula requirements.

q) Technical Consents – consents for technical or legal reasons which have the effect of creating an easement, right-of-way or adjusting a lot boundary for the purpose of enhancing the serviceability, functionality and aesthetics of the property to which the severed lands are to be added, may be permitted.

u) Consent Eligibility-A land holding may be eligible for consent if it has been recorded as a separate parcel in the Land Registry Office as of February 15, 1990; and/or a lot encompassing no less than 35 hectares (86 acres).

A parcel of land may also be eligible if its boundaries have changed more recently, provided the boundary change resulted from an expropriation or other government acquisition, or technical severance.

In all designations other than the Hamlet Area, the number of new lots created by consent shall be limited to three (3) severed and one (1) retained per land holding.

3.3.3/3.3.4 Permitted Uses/Development Policies

Relevant policies recognize residential uses of both a permanent and recreational nature within the shoreline designation.

Additionally, development/performance standards are established such as lot frontage, water yard setbacks and lot coverage; with an emphasis on maintaining a balance between natural and built form.

As well, the Plan acknowledges that the future development of the Shoreline Area will take place primarily through the consent (to sever) process.

The intent of the Consent (Severance) Applications is to create 3. (three) severed Lots, plus 1 (one) retained. There is a vacant barn located directly across Country Road 48 from the proposed severed lots. The MDS Calculation can be found in **Attachment 'B'**.

The proposed severed lots will rely upon private water and waste-water services.

2.1.2 Housing

As a general policy, the Township will encourage a range of housing types to meet the varied needs of residents in settlement areas, waterfront areas and rural areas.

The lands comprising Lot 3 were originally severed from the land holding in the late 1960's. At the time of preparation of this report, the property owner is awaiting clarification in terms of the legal status of the subject parcel. In the interim, the approval authority has been requested to place Application B-166-22 in temporary abeyance until further notice.

However, in the event that Application B-166-22 is to resume processing; and not withstanding a change in property ownership, proposed Lot 3 maintains conformity with prevailing Official Plan policy. From a legal perspective any re-severing of Lot 3 is deemed to be technical in nature.

Based on this planning assessment, the subject applications were found to maintain conformity with the Townships Official Plan.

The property is zoned "RU - Rural" and "SR - Shoreline Residential". in the Township of Havelock-Belmont-Methuen's Comprehensive Zoning By-law.

The three (3) proposed severed lots will not require rezoning. The minimum standards of each of the R - Rural zone and SR – Shoreline Residential are met and there is sufficient area on each property lot to accommodate a dwelling and the associated on-site private services.

4.5 TOWNSHIP OF HAVELOCK-BELMONT-METHUEN COMPREHENSIVE

The property is zoned 'RU – Rural and 'SR – Shoreline Residential" in the Township of Havelock-Belmont-Methuen's Comprehensive zoning by-law.

The three (3) proposed severed lots will not require rezoning. The minimum standards of the R – Rural Zone and SR – Shoreline Residential Zone are met and there is sufficient area on each lot to accommodate a dwelling and the associated on-site private services

5.0 CONCLUSION

It is our professional planning opinion that the Consent (Severance) Applications:

- Conform to the policy directives of the 2020 Growth Plan;
- Are consistent with policy directives of the 2020 PPS;
- Maintains the general purpose and intent of the policy provisions/directives of the County of Peterborough Official Plan as well as the Township of Havelock-Belmont-Methuen Official Plan;
- Conform to the general purpose and intent of the regulatory provisions of the Township of Havelock-Belmont-Methuen Zoning By-law; and
- Representative of Good Planning and therefore should be granted Consent approval.

Respectfully Submitted,

Darryl J. Tighe, M.Sc., RPP

DT/hd

Appendix A

Amended Consent Applications

Lot 1

AMENDED APRIL 5, 2024



Application for Consent

<p>Note to Applicant: All questions must be answered or application may be returned. Application Fee: \$1150.00 must accompany fully completed application and 6 copies.</p> <p>It is strongly advised the applicant complete a Preliminary Severance Review with the County of Peterborough Planning Department. Have you done so: Y/N <u>Y</u> Date: <u>July 2022</u></p> <p>If yes, were there any Studies required? Y/N <u>Y</u> (i.e. Traffic Study, Archaeological Study and Environmental Impact Analysis (EIA). Have you attached 4 copies of each to this application? Y/N <u>Y</u></p>	<p>Office Use:</p> <p>File No. B- 164-22</p> <p>Date Received: RECEIVED NOV 09 2022 LAND DIVISION</p>
--	---

1. Owner Information

Name(s): Andy and Katherine Hoag Address: 104 FR 6
 City/Province: Havelock, ON Postal Code: K0L 1Z0
 Phone: (H) [REDACTED] (B) [REDACTED] Fax or E-mail: _____
 Do you wish to receive all communications? Yes No

2. Authorized Agent/Solicitor Information

Name(s): Darryl Tighe Address: [REDACTED]
 City/Province: [REDACTED] Postal Code: [REDACTED] Fax _____
 Phone: (H) [REDACTED] (B) [REDACTED] or E-mail: [REDACTED]
 Do you wish to receive all communications? Yes No

3. Property Description

Ward: Belmont Township: HBM Lot: 14 Concession: 2
 Municipal (911) Address: 104 FR 6 Tax Roll #: 1531-010-003-06200/06508/06510
 Registered Plan #: _____ Block/Lot: _____

4. 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 Charge Lease

5. Transferee

If known, the name of the person(s), to whom land or interest in land is intended to be transferred, charged or leased:
 _____ relationship to owner: _____
 Address: unknown at this time
 Phone: (H) _____ (B) _____ Fax or E-mail: _____

6. Description of Severed Lot (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): 46m Depth (metres): 90m 91.5 Area (m² or hectares): 0.4ha 0.42ha
 Frontage (feet): 150' Depth (feet): 298' 300 ft Area (ft² or acres): 1 acre 1.04 acres

Existing Use: (i.e. residential, commercial, recreational) Vacant **Proposed Use:** (i.e. residential, commercial, recreational) Residential

Name Existing Buildings & Structures, including well & septic (and show on sketch with setbacks) None Name Proposed Buildings & Structures, including well & septic (and show on sketch with setbacks) None at this time

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Water Supply:
 Publicly owned/operated piped water system
 Privately owned/operated individual well
 Privately owned/operated communal well
 Lake or other water body
 Other _____

Sewage Disposal: (if existing, show on sketch)
 Publicly owned/operated sanitary sewage system
 Privately owned/operated individual septic tank
 Privately owned/operated communal septic tank
 Privy
 Other _____

If a septic system exists on the severed parcel, when was it installed and inspected? _____
 How far is it located from the lot line(s) & well? ^{100m} _____ (ft. or meters)
 Have you shown the well & septic locations and setbacks on the sketch? _____

If the severed lot is an "Addition" or "Lot Line Adjustment", please provide the following information. If not, please skip this section and move onto Section 8:

7. Description of Lot Being Added To (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): _____ Depth (metres): _____ Area (m² or hectares): _____
 Frontage (feet): _____ Depth (feet): _____ Area (ft² or acres): _____

Existing Use: (i.e. residential, commercial, recreational) _____ **Proposed Use:** (i.e. residential, commercial, recreational) _____

Name Existing Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____ Name Proposed Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____

Official Plan Designation: _____ **Current Zoning:** _____

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Roll # of Lot Being Added to: _____

8. Description of Retained Lot (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): ~~85m~~ 105.6m Depth (metres): various Area (m² or hectares): ~~18.7ha~~ 18.3 ha
 Frontage (feet): ~~278'~~ 346.5' Depth (feet): various Area (ft² or acres): ~~46 acres~~ 45.2 acres

Existing Use: (i.e. residential, commercial, recreational) residential **Proposed Use:** (i.e. residential, commercial, recreational) same

Name Existing Buildings & Structures, including wells & septic (and show on sketch with setbacks) Dwelling and bunkie by the water Name Proposed Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Water Supply: **Sewage Disposal: (if existing, show on sketch)**
 Publicly owned/operated piped water system Publicly owned/operated sanitary sewage system
 Privately owned/operated individual well Privately owned/operated individual septic tank
 Privately owned/operated communal well Privately owned/operated communal septic tank
 Lake or other water body Privy
 Other _____ Other _____

If a septic system exists on the retained parcel, when was it installed and inspected? 2021/2022

How far is it located from the lot line(s) & well? ^{+50M} _____ (ft. or meters)

Have you shown the well & septic locations and setbacks on the sketch? _____

9. Local Planning Documents

What is the current Township **Official Plan** designation on this property? Shoreline/Rural
 (this information is available from the Preliminary Severance Review and/or from the Township)

What is the current zoning on this property, as found in the Township **Zoning By-Law**? Rural
 (this information is available from the Preliminary Severance Review and/or from the Township)

10. Provincial Policy

Is the application consistent with the Provincial Policy Statements? Yes No
 (this information is available from the Preliminary Severance Review and/or from the County Planning Dept.)

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, does the application conform to or meet the intent of the provincial plan(s)? Yes No

11. Restrictions of Subject Land

Are there any **easements or restrictive covenants** (i.e. hydro, Bell) affecting the subject land? If ~~Yes~~ Yes No

yes, describe the easement or covenant and its effect: _____ FR#6A _____

12. Previous Planning Act Applications

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 No

Has the owner of the subject land severed any land from the original acquired parcel? Yes No

If yes, indicate this information on the required sketch and provide the following (if known):
 File No. B- _____, Transferee: _____ Date of Transfer: _____
 File No. B- _____, Transferee: _____ Date of Transfer: _____

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 No

If yes, please provide the following:
 Type: _____ File No. _____ Status: _____

13. Minimum Distance Separation (MDS)

Are there any **barns** within 1,000 metres (3,281 feet) of the subject property which currently house, or are capable of housing, livestock? Yes No
If yes, please complete an "MDS Data Sheet" for each barn.

14. Agricultural Severances (for lands within the agricultural designation only)

Is the severance to dispose of a residence surplus to a farming operation (must have 2 houses)? Yes N/A 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

15. Adjacent Lands Surrounding the Landholding

Please state the names of the owners, the use of the land and buildings existing on the lands surrounding the applicants' entire landholding. **This information should also be on the sketch**, and can be obtained from the Township or Land Division Office. If more room is needed, please add extra Schedule page.

Direction	Name of Owner	Use of Land (i.e. farm, residential etc.)	Buildings (i.e. house, barn etc.)
North	Unknown	Waterfront	Cottages
South	Unknown	Vacant	Vacant
East	Unknown	Waterfront	Cottages
West	Unknown	Residential	Vacant barn/dwelling

16. Driving Directions

Please describe in detail driving directions to the subject property: North on CR4 Right on FR 6

Signatures Page

If the applicant is not the owner of the subject land, a written authorization of the owner that the applicant is authorized to act as agent and make the application on his/her behalf is required (original please).

If the applicant is a Corporation acting without agent or solicitor, the application must be signed by an Officer of the Corporation with a declaration indicating that the said Officer has the authority to bind the Corporation and the Corporation's Seal (if any) must be affixed.

Signature(S)

Dated at the (City, Township) of Peterborough this 9 day of November, 2022.

K. O'Connor Hoag
Signature of owner(s) or authorized solicitor/agent

[Signature]
Signature of owner(s) or authorized solicitor/agent

Declaration

This section must be signed before a Commissioner for Taking Affidavits or a designated Official of the Municipality (i.e. Reeve, Clerk, Secretary-Treasurer of the Land Division Committee, lawyer, etc.)

I/we, Andy and Kathleen Hoag of the Township, City, etc. of Havelock, in the County/Region/Municipality, etc. of Peterborough, 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 of Peterborough in the County of Peterborough this 9 day of November, 2022.

K. O'Connor Hoag
Owner or authorized Agent

[Signature]
Owner or authorized Agent

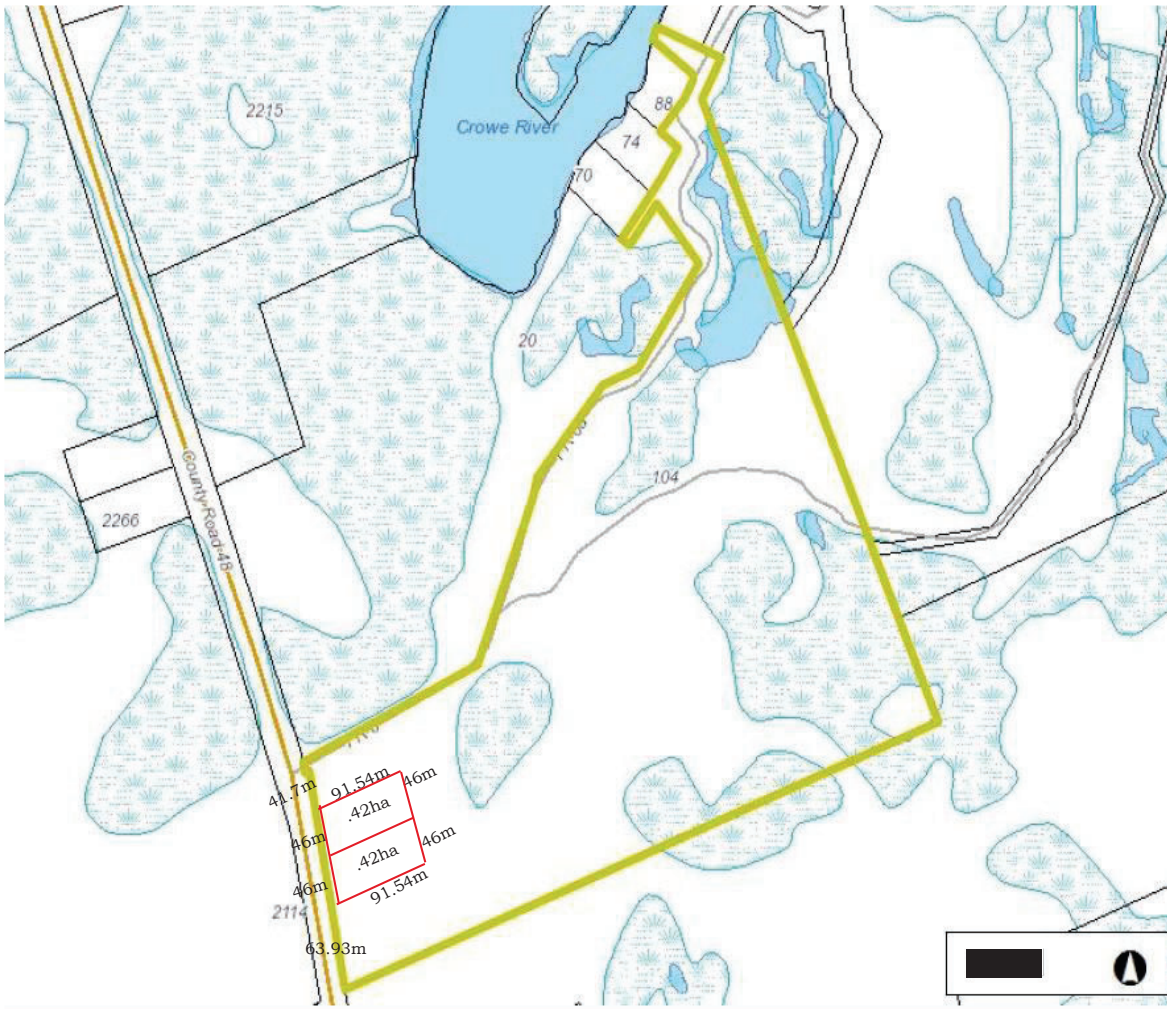
[Signature]
Commissioner, etc. for taking affidavits

Ann Frances Hamilton, a Commissioner, etc., Province of Ontario, for the Corporation of the County of Peterborough. Expires December 29, 2023.

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.
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 6 copies of both the application and sketch, each copy stapled individually with a sketch. All copies of the sketch or survey must be coloured – red for severed lots, green for retained. Copies may be double-sided. Please submit application with a cheque for \$1150.00 payable to the "County of Peterborough".

Katherine & Andrew Hoag Applications for Consent



Site Map

Applications for
Consent
B-164-22 & B-165-22

104 Fire Route 6
Part Lot 14
Concession 2
County Road 48 &
FR 6

Belmont Ward

Township of
Havelock-Belmont-Methuen

Peterborough County

Legend

Lands to be Retained

Lands to be Severed

Prepared by: Darryl J. Tighe

April 2024

N.T.S.

Note:

Figure 2

Lot 2



County of Peterborough Land Division

470 Water Street, Peterborough, Ontario K9H 3M3

email: ahamilton@county.peterborough.on.ca

T-705-743-3718 or 800-710-9586, Ext. 310 Fax: 705-876-1730

Application for Consent

Note to Applicant: All questions must be answered or application may be returned.
Application Fee: \$1150.00 must accompany fully completed application and 6 copies.

It is **strongly** advised the applicant complete a Preliminary Severance Review with the County of Peterborough Planning Department. Have you done so:
 Y/N Date: July 2022

If yes, were there any Studies required? **Y/N**
 (i.e. Traffic Study, Archaeological Study and Environmental Impact Analysis (EIA)).
 Have you attached 4 copies of each to this application?
 Y/N **Y**

Office Use:
File No. B- 165-22

Date Received:
RECEIVED
NOV 09 2022

LAND DIVISION

1. Owner Information

Name(s): Andy and Katherine Hoag Address: 104 FR 6
 City/Province: Havelock, ON Postal Code: K0L 1Z0
 Phone: (H) 705-933-9105 (B) _____ Fax or E-mail: _____
 Do you wish to receive all communications? Yes No

2. Authorized Agent/Solicitor Information

Name(s): Darryl Tighe Address: _____
 City/Province: _____ Postal Code: _____
 Phone: (H) _____ (B) _____ Fax or E-mail: _____
 Do you wish to receive all communications? Yes No

3. Property Description

Ward: Belmont Township: HBM Lot: 14 Concession: 2
 Municipal (911) Address: 104 FR 6 Tax Roll #: 1531-010-003-06200 /06508/06510
 Registered Plan #: _____ Block/Lot: _____

4. 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 Charge Lease

5. Transferee

If known, the name of the person(s), to whom land or interest in land is intended to be transferred, charged or leased:
 _____ relationship to owner: _____
 Address: unknown at this time
 Phone: (H) _____ (B) _____ Fax or E-mail: _____

6. Description of Severed Lot (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): 46m Depth (metres): ~~90m~~ 91.5m Area (m² or hectares): ~~0.4ha~~ 0.42 ha
 Frontage (feet): 150' Depth (feet): ~~298'~~ 300' Area (ft² or acres): ~~1 acre~~ 1.04 acres

Existing Use: (i.e. residential, commercial, recreational) Vacant **Proposed Use:** (i.e. residential, commercial, recreational) Residential

Name Existing Buildings & Structures, including well & septic (and show on sketch with setbacks) None
 Name Proposed Buildings & Structures, including well & septic (and show on sketch with setbacks) None at this time

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Water Supply: **Sewage Disposal: (if existing, show on sketch)**
 Publicly owned/operated piped water system Publicly owned/operated sanitary sewage system
 Privately owned/operated individual well Privately owned/operated individual septic tank
 Privately owned/operated communal well Privately owned/operated communal septic tank
 Lake or other water body Privy
 Other _____ Other _____

If a septic system exists on the severed parcel, when was it installed and inspected? _____

How far is it located from the lot line(s) & well? ^{100m} _____ (ft. or meters)

Have you shown the well & septic locations and setbacks on the sketch? _____

If the severed lot is an "Addition" or "Lot Line Adjustment", please provide the following information. If not, please skip this section and move onto Section 8:

7. Description of Lot Being Added To (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): _____ Depth (metres): _____ Area (m² or hectares): _____
 Frontage (feet): _____ Depth (feet): _____ Area (ft² or acres): _____

Existing Use: (i.e. residential, commercial, recreational) _____ **Proposed Use:** (i.e. residential, commercial, recreational) _____

Name Existing Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____
 Name Proposed Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____

Official Plan Designation: _____ **Current Zoning:** _____

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Roll # of Lot Being Added to: _____

8. Description of Retained Lot (provide both metric & imperial measurements and include all dimensions on sketch)

Frontage (metres): ~~85m~~ 105.6m Depth (metres): various Area (m² or hectares): ~~26~~ 18.3 ha
 7ha Frontage (feet): ~~278'~~ 346.5' Depth (feet): various Area (ft² or acres): ~~46~~ 45.2 acres

Existing Use: (i.e. residential, commercial, recreational) residential **Proposed Use:** (i.e. residential, commercial, recreational) same

Name Existing Buildings & Structures, including wells & septic (and show on sketch with setbacks) Dwelling and bunkie by the water Name Proposed Buildings & Structures, including wells & septic (and show on sketch with setbacks) _____

Type of Access:
 Municipal maintained road County Road Provincial Highway
 Seasonally maintained municipal road Private road or right-of-way Water Other _____

Water Supply: **Sewage Disposal: (if existing, show on sketch)**
 Publicly owned/operated piped water system Publicly owned/operated sanitary sewage system
 Privately owned/operated individual well Privately owned/operated individual septic tank
 Privately owned/operated communal well Privately owned/operated communal septic tank
 Lake or other water body Privy
 Other _____ Other _____

If a septic system exists on the retained parcel, when was it installed and inspected? 2021/2022

How far is it located from the lot line(s) & well? ^{+50M} _____ (ft. or meters)

Have you shown the well & septic locations and setbacks on the sketch? _____

9. Local Planning Documents

What is the current Township **Official Plan** designation on this property? Shoreline/Rural
 (this information is available from the Preliminary Severance Review and/or from the Township)

What is the current zoning on this property, as found in the Township **Zoning By-Law**? Rural
 (this information is available from the Preliminary Severance Review and/or from the Township)

10. Provincial Policy

Is the application consistent with the Provincial Policy Statements? Yes No
 (this information is available from the Preliminary Severance Review and/or from the County Planning Dept.)

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, does the application conform to or meet the intent of the provincial plan(s)? Yes No

11. 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: FR #6A

12. Previous Planning Act Applications

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 No

Has the owner of the subject land severed any land from the original acquired parcel? Yes No

If yes, indicate this information on the required sketch and provide the following (if known):
 File No. B- _____, Transferee: _____ Date of Transfer: _____
 File No. B- _____, Transferee: _____ Date of Transfer: _____

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 No

If yes, please provide the following:
 Type: _____ File No. _____ Status: _____

13. Minimum Distance Separation (MDS)

Are there any **barns** within 1,000 metres (3,281 feet) of the subject property which currently house, or are capable of housing, livestock? Yes No

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

14. Agricultural Severances (for lands within the agricultural designation only)

Is the severance to dispose of a residence surplus to a farming operation (must have 2 houses)? N/A 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

15. Adjacent Lands Surrounding the Landholding

Please state the names of the owners, the use of the land and buildings existing on the lands surrounding the applicants' entire landholding. **This information should also be on the sketch**, and can be obtained from the Township or Land Division Office. If more room is needed, please add extra Schedule page.

Direction	Name of Owner	Use of Land (i.e. farm, residential etc.)	Buildings (i.e. house, barn etc.)
North	Unknown	Waterfront	Cottages
South	Unknown	Vacant	Vacant
East	Unknown	Waterfront	Cottages
West	Unknown	Residential	Vacant barn/dwelling

16. Driving Directions

Please describe in detail driving directions to the subject property: North on CR48, right on FR 6

Signatures Page

If the applicant is not the owner of the subject land, a written authorization of the owner that the applicant is authorized to act as agent and make the application on his/her behalf is required (original please).

If the applicant is a Corporation acting without agent or solicitor, the application must be signed by an Officer of the Corporation with a declaration indicating that the said Officer has the authority to bind the Corporation and the Corporation's Seal (if any) must be affixed.

Signature(S)

Dated at the (City, Township) of Peterborough this 9 day of November, 2022.

K.O'Connor-Hoag
Signature of owner(s) or authorized solicitor/agent

[Signature]
Signature of owner(s) or authorized solicitor/agent

Declaration

This section must be signed before a Commissioner for Taking Affidavits or a designated Official of the Municipality (i.e. Reeve, Clerk, Secretary-Treasurer of the Land Division Committee, lawyer, etc.)

I/we, Andy and Katherine Hoag of the Township, City, etc. of Havelock in the County/Region/Municipality, etc. of Peterborough, 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 this 9 day of November 2022

K.O'Connor-Hoag
Owner or authorized Agent

[Signature]
Owner or authorized Agent

Ann Frances Hamilton, a Commissioner, etc., Province of Ontario, for the Corporation of the County of Peterborough. Expires December 29, 2023.

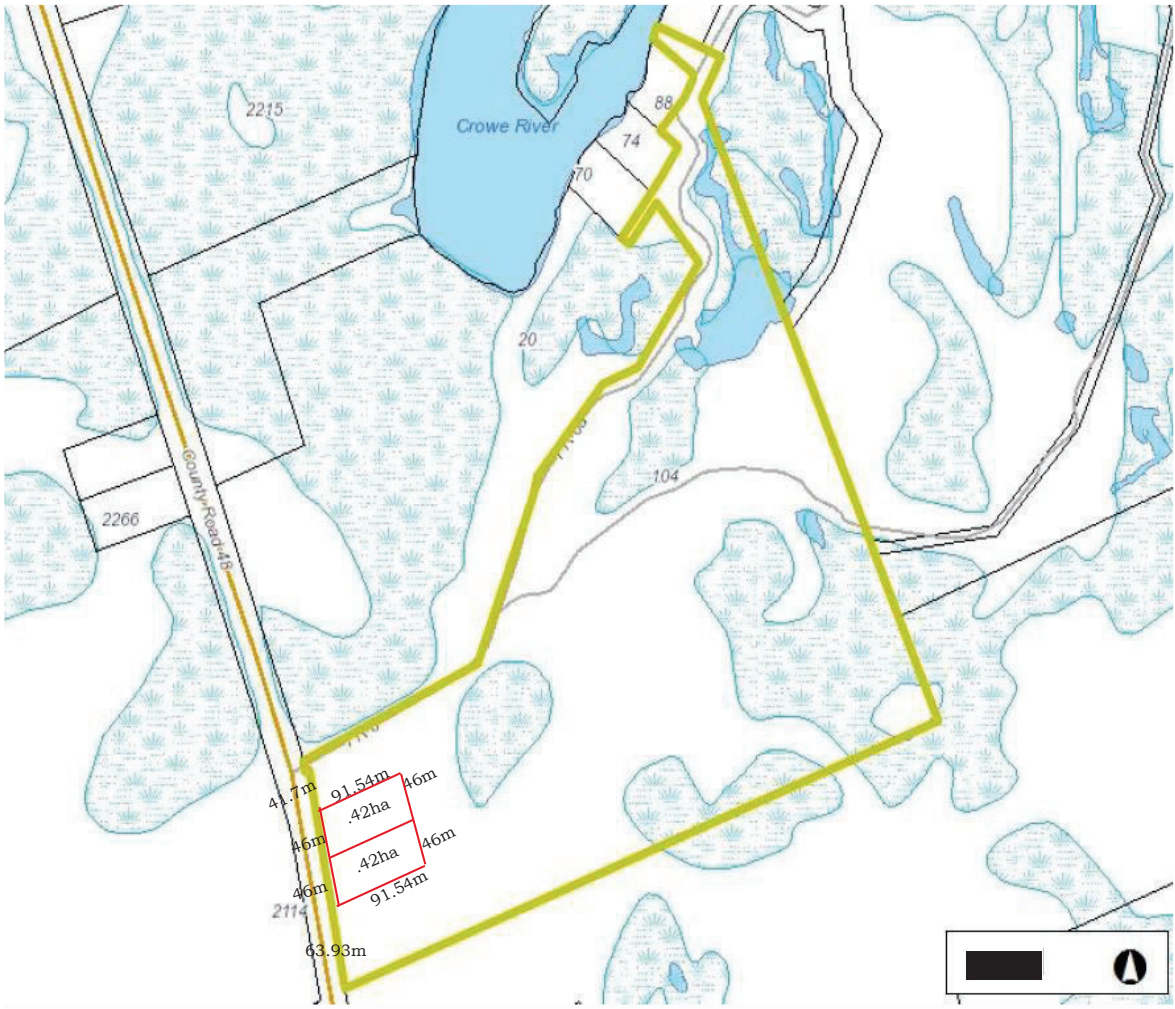
[Signature]
Commissioner, etc. for taking affidavits

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.

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 6 copies of both the application and sketch, each copy stapled individually with a sketch. All copies of the sketch or survey must be coloured – red for severed lots, green for retained. Copies may be double-sided. Please submit application with a cheque for \$1150.00 payable to the "County of Peterborough".

Katherine & Andrew Hoag Applications for Consent



CONSENT SKETCH

Applications for Consent
B-164-22 & B-165-22

104 Fire Route 6
Part Lot 14 Concession 2
County Road 48 &
FR 6

Belmont Ward

Township of
Havelock-Belmont-Methuen

Peterborough County

Legend

- Lands to be Retained
- Lands to be Severed

Prepared by: Darryl J. Tighe
April 2024
N.T.S.

Figure 2

Note:

Appendix B

Minimum Distance Separation

MDS I

General information

Application date Aug 26, 2022	Municipal file number	Proposed application Lot creation for a maximum of three non-agricultural use lots
----------------------------------	-----------------------	---


Applicant contact information



Location of subject lands
County of Peterborough
Township of Havelock-Belmont-Methuen
BELMONT
Concession 2 , Lot 14
Roll number: 153101000306200

Calculations

MDS for Hoag

Farm contact information 	Location of existing livestock facility or anaerobic digester	Total lot size
ON	County of Peterborough Township of Havelock-Belmont-Methuen BELMONT Concession 3 , Lot 14 Roll number: 153101000306220	28.35 ha

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Unoccupied Livestock Barn	96 m ²	4.8 NU	96 m ²
	- Not Specified -		0 NU	NA

No livestock/manure



Confirm Livestock/Manure Information (MDS for Hoag)

The livestock/manure information has not been confirmed with the property owner and/or farm operator.



Unoccupied Barn or Unused Storage (MDS for Hoag)

The calculated setback is based on assumptions for an unoccupied barn or unused storage that may not reflect the actual design capacity.

Setback summary

Existing manure storage - Not Specified -

Design capacity 4.8 NU

Potential design capacity 4.8 NU

Factor A (odour potential) 1

Factor D (manure type) 0.7

Factor B (design capacity) 150

Factor E (encroaching land use) 1.1

Building base distance 'F' (A x B x D x E)
(minimum distance from livestock barn)

116 m (381 ft)

Actual distance from livestock barn

78 m (255 ft) 

Storage base distance 'S'
(minimum distance from manure storage)

No existing manure storage

Actual distance from manure storage

NA

Preparer signoff & disclaimer

Preparer contact information



Signature of preparer

Laura Stone

Date (mmm-dd-yyyy)

Note to the user

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) has developed this software program for distribution and use with the Minimum Distance Separation (MDS) Formulae as a public service to assist farmers, consultants, and the general public. This version of the software distributed by OMAFRA will be considered to be the official version for purposes of calculating MDS. OMAFRA is not responsible for errors due to inaccurate or incorrect data or information; mistakes in calculation; errors arising out of modification of the software, or errors arising out of incorrect inputting of data. All data and calculations should be verified before acting on them.

© Queen's Printer for Ontario, 2012-22

MDS I

General information

Application date
Aug 26, 2022

Municipal file number

Proposed application
Lot creation for a maximum of three non-agricultural use lots

Applicant contact information



Location of subject lands
County of Peterborough
Township of Havelock-Belmont-Methuen
BELMONT
Concession 2 , Lot 14
Roll number: 153101000306200

Calculations

MDS for Hoag

Farm contact information

ON



Location of existing livestock facility or anaerobic digester
County of Peterborough
Township of Havelock-Belmont-Methuen
BELMONT
Concession 3 , Lot 14
Roll number: 153101000306220

Total lot size
28.35 ha

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Unoccupied Livestock Barn	96 m ²	4.8 NU	96 m ²
	- Not Specified -		0 NU	NA

No livestock/manure



Confirm Livestock/Manure Information (MDS for Hoag)

The livestock/manure information has not been confirmed with the property owner and/or farm operator.



Unoccupied Barn or Unused Storage (MDS for Hoag)

The calculated setback is based on assumptions for an unoccupied barn or unused storage that may not reflect the actual design capacity.

Setback summary

Existing manure storage - Not Specified -

Design capacity 4.8 NU

Potential design capacity 4.8 NU

Factor A (odour potential) 1

Factor D (manure type) 0.7

Factor B (design capacity) 150

Factor E (encroaching land use) 1.1

Building base distance 'F' (A x B x D x E)
(minimum distance from livestock barn)

116 m (381 ft)

Actual distance from livestock barn

78 m (255 ft) 

Storage base distance 'S'
(minimum distance from manure storage)

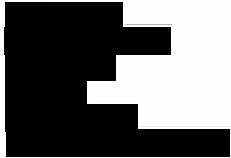
No existing manure storage

Actual distance from manure storage

NA

Preparer signoff & disclaimer

Preparer contact information



Signature of preparer

Laura Stone

Date (mmm-dd-yyyy)

Note to the user

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) has developed this software program for distribution and use with the Minimum Distance Separation (MDS) Formulae as a public service to assist farmers, consultants, and the general public. This version of the software distributed by OMAFRA will be considered to be the official version for purposes of calculating MDS. OMAFRA is not responsible for errors due to inaccurate or incorrect data or information; mistakes in calculation; errors arising out of modification of the software, or errors arising out of incorrect inputting of data. All data and calculations should be verified before acting on them.

© Queen's Printer for Ontario, 2012-22

Appendix C

Agency Review Comments

09 December 2022

Ann Hamilton
County of Peterborough
Land Division Office
County Court House
470 Water Street
Peterborough, Ontario
K9H 3M3



Dear Ms. Hamilton,

**RE: Application for Consent B-164-22 – Lot 1
(Our File: PC 018/22)
Lot 14, Concession 2
104 Fire Route 6
Township of Havelock-Belmont-Methuen
ARN: 1531 010 003 06200**

Sent via email

The above application for consent has been reviewed with regards to the applicability of the Crowe Valley Conservation Authority's Regulation of Development, Interference with Wetlands & Alterations to Shorelines & Watercourses (O. Reg. 159/06) and the Provincial Policy Statement (PPS). Through a memorandum of understanding between Conservation Ontario, the Ministry of Natural Resources and the Ministry of Municipal Affairs and Housing, Conservation Authorities are responsible for representing Provincial interest in planning matters as they relate to natural hazards (Section 3.1 Natural Hazards, PPS).

Please be advised that this recommendation is based on the best available data, including aerial imagery, LiDAR, GIS data, in addition to the information submitted to this office by Peterborough County regarding *Application for Consent (B-164-22)*. A site visit has not been conducted to verify or refute this information.

Our understanding of the proposed application is to create a new residential building lot with 46 metres (150 feet) of frontage on County Road 48 and a depth of 90 metres (298 feet) which results in a total area of 0.4ha (1 acre). The retained lands are to have 85 metres (278 feet) of frontage on County Road 48, an irregular depth, resulting in a total area of 18.7 ha (46 acres). The retained lands are built out with a dwelling south of Fire Route 6A and a Bunkie near the shoreline while the proposed severed lands are vacant.

RECOMMENDATION

In summary, the Crowe Valley Conservation Authority **does not object** with this application for consent from a Natural Hazards perspective. At this time, the application is believed to be consistent with Section 3.1 Natural Hazards of the PPS.

A CVCA Permit Application will be required prior to any development (construction/filling/grading/excavating) taking place anywhere on the proposed severed lot. CVCA would need to review the exact location and specific project details of any proposed development (construction/filling/grading/excavating) on the retained lands to determine if a CVCA Permit Application is required.

SECTION 3.1 NATURAL HAZARDS, PROVINCIAL POLICY STATEMENT

With regard to Section 3.1 Natural Hazards of the PPS, the CVCA has reviewed the application with respect to flooding, erosion, and hazards associated with unstable soil and bedrock. Along river, stream and small inland lake systems, hazardous lands are defined by the furthest landward extent of the flooding hazard or erosion hazard limits.

Flooding Hazard

A flooding hazard means the inundation of areas adjacent to a shoreline of a river or stream system not ordinarily covered by water. The flood hazard limit is based on a regulatory flood event standard and is represented by an elevation to which water would rise under the conditions of a 100-year flood event. That is, conditions that have a 1% chance in taking place any given year.

The severed lot does not appear to be susceptible to a flood hazard.

Erosion Hazard

The Provincial Policy Statement (2020) defines the erosion hazard as: *The erosion hazard means the loss of land, due to human or natural processes, that pose 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 access allowance.*

The Provincial Technical Guide on the Erosion Hazard Limit recommends 6 metres for the erosion access allowance.

The severed lot does not appear to be susceptible to an erosion hazard.

Other Hazards

There are no known unstable soil (i.e. organic soil) or unstable bedrock (karst topography) associated with the lot.

O. REG 159/06: CROWE VALLEY CONSERVATION AUTHORITY: REGULATION OF DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

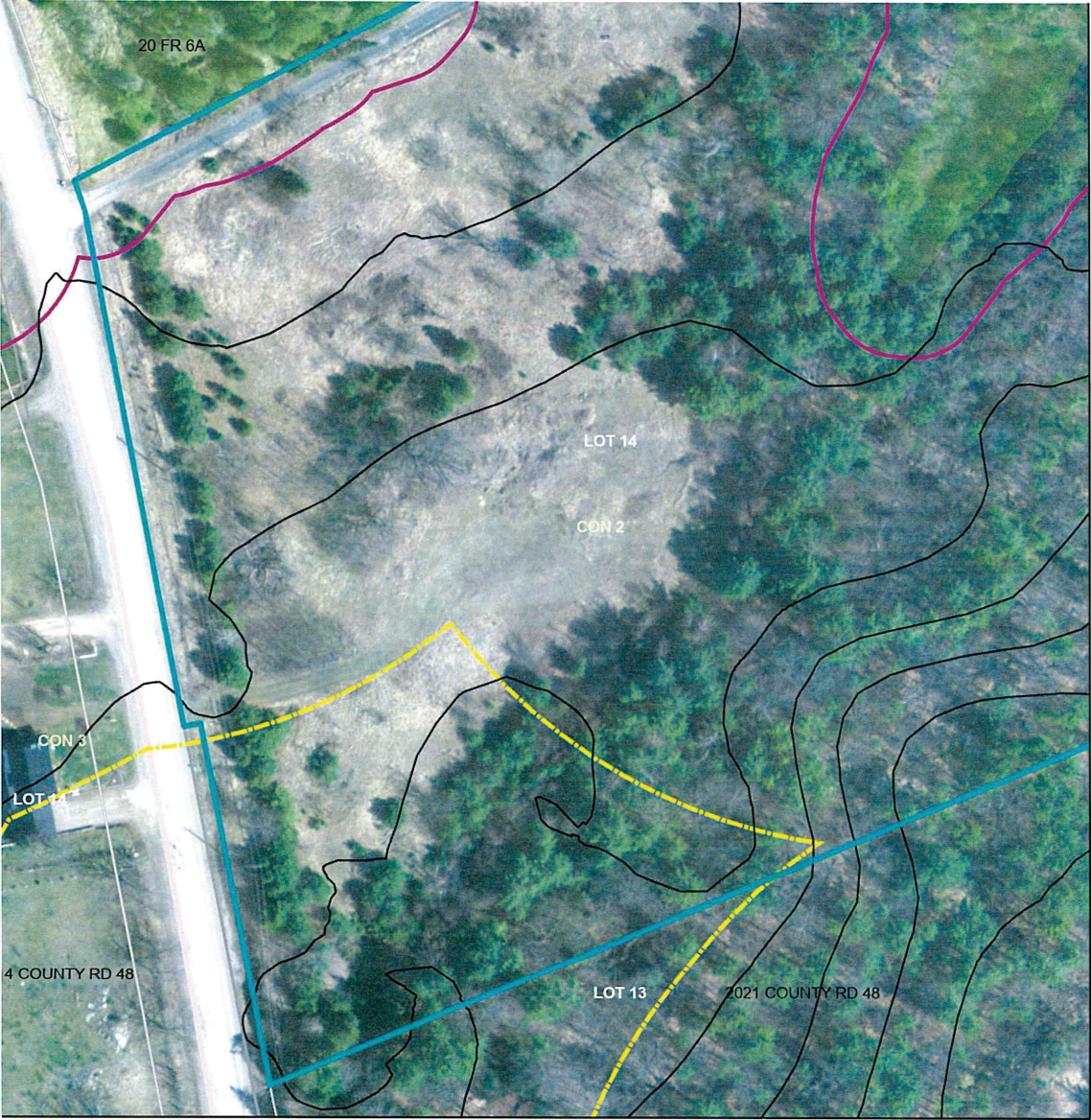
In regard to the Crowe Valley Conservation Authority's Regulation (O. Reg. 159/06), the CVCA regulates 30 metres from wetlands less than 2ha and will apply a 15metre development setback from the wetland boundary. Additionally, the CVCA regulates 120 metres from wetlands greater than 2ha and will apply a 30metre development setback. A CVCA Permit Application will be required prior to any development (construction/filling/grading/ excavating) taking place anywhere on the proposed severed lot. CVCA would need to review the exact location and specific project details of any proposed development (construction/filling/grading/excavating) on the retained lands to determine if a CVCA Permit Application is required.

Should any of the details of this proposal change please notify our office and we will amend our comments as necessary. We respectfully request a copy of the decision made on this application. Should you have any questions please do not hesitate to contact me.

Best regards,

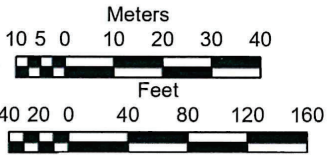


Beth Lowe
Regulations Officer
Crowe Valley Conservation Authority



PC018/22 - - - - -
 Lots 1 & 2
 Andy & Katherine Hoag
 104 Fire Route 6
 Part of Lot 14, Con 2
 Havelock-Belmont-Methuen
 1531 010 003 06200

- Legend
- Subject_Property
 - Watercourses
 - CVCA Wetlands
 - Countours - 5m
 - CVCA Regulated Area
 - Watercourse 15m Setback
 - No Development setback from Wetland
 - Parcels



Produced by Crowe Valley
 Conservation Authority
 09 December 2022

With data supplied under licence by the Ontario Geospatial Data Exchange and local County data. This map has been created for demonstrative purposes only and is not to be used as an official source of data.

09 December 2022

Ann Hamilton
County of Peterborough
Land Division Office
County Court House
470 Water Street
Peterborough, Ontario
K9H 3M3



Dear Ms. Hamilton,

**RE: Application for Consent B-165-22 – Lot 2
(Our File: PC 018/22)
Lot 14, Concession 2
104 Fire Route 6
Township of Havelock-Belmont-Methuen
ARN: 1531 010 003 06200**

Sent via email

The above application for consent has been reviewed with regards to the applicability of the Crowe Valley Conservation Authority's Regulation of Development, Interference with Wetlands & Alterations to Shorelines & Watercourses (O. Reg. 159/06) and the Provincial Policy Statement (PPS). Through a memorandum of understanding between Conservation Ontario, the Ministry of Natural Resources and the Ministry of Municipal Affairs and Housing, Conservation Authorities are responsible for representing Provincial interest in planning matters as they relate to natural hazards (Section 3.1 Natural Hazards, PPS).

Please be advised that this recommendation is based on the best available data, including aerial imagery, LiDAR, GIS data, in addition to the information submitted to this office by Peterborough County regarding *Application for Consent (B-165-22)*. A site visit has not been conducted to verify or refute this information.

Our understanding of the proposed application is to create a new residential building lot with 46 metres (150 feet) of frontage on County Road 48 and a depth of 90 metres (298 feet) which results in a total area of 0.4ha (1 acre). The retained lands are to have 85 metres (278 feet) of frontage on County Road 48, an irregular depth, resulting in a total area of 18.7 ha (46 acres). The retained lands are built out with a dwelling south of Fire Route 6A and a Bunkie near the shoreline while the proposed severed lands are vacant.

RECOMMENDATION

In summary, the Crowe Valley Conservation Authority **does not object** with this application for consent from a Natural Hazards perspective. At this time, the application is believed to be consistent with Section 3.1 Natural Hazards of the PPS.

A CVCA Permit Application will be required prior to any development (construction/filling/grading/excavating) taking place anywhere on the proposed severed lot. CVCA would need to review the exact location and specific project details of any proposed development (construction/filling/grading/excavating) on the retained lands to determine if a CVCA Permit Application is required.

SECTION 3.1 NATURAL HAZARDS, PROVINCIAL POLICY STATEMENT

With regard to Section 3.1 Natural Hazards of the PPS, the CVCA has reviewed the application with respect to flooding, erosion, and hazards associated with unstable soil and bedrock. Along river, stream and small inland lake systems, hazardous lands are defined by the furthest landward extent of the flooding hazard or erosion hazard limits.

Flooding Hazard

A flooding hazard means the inundation of areas adjacent to a shoreline of a river or stream system not ordinarily covered by water. The flood hazard limit is based on a regulatory flood event standard and is represented by an elevation to which water would rise under the conditions of a 100-year flood event. That is, conditions that have a 1% chance in taking place any given year.

The severed lot does not appear to be susceptible to a flood hazard.

Erosion Hazard

The Provincial Policy Statement (2020) defines the erosion hazard as: *The erosion hazard means the loss of land, due to human or natural processes, that pose 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 access allowance.*

The Provincial Technical Guide on the Erosion Hazard Limit recommends 6 metres for the erosion access allowance.

The severed lot does not appear to be susceptible to an erosion hazard.

Other Hazards

There are no known unstable soil (i.e. organic soil) or unstable bedrock (karst topography) associated with the lot.

O. REG 159/06: CROWE VALLEY CONSERVATION AUTHORITY: REGULATION OF DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

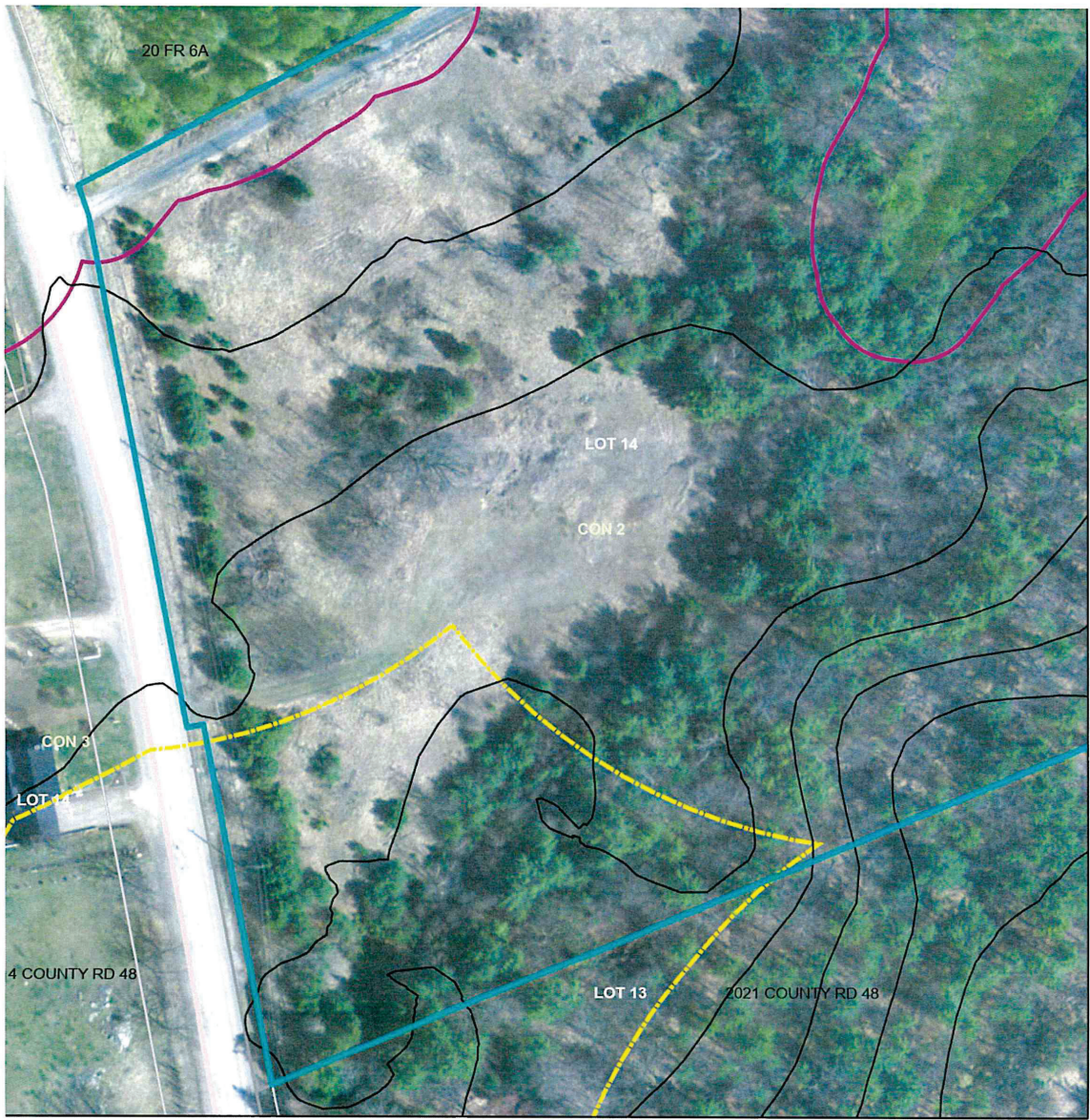
In regard to the Crowe Valley Conservation Authority's Regulation (O. Reg. 159/06), the CVCA regulates 30 metres from wetlands less than 2ha and will apply a 15metre development setback from the wetland boundary. Additionally, the CVCA regulates 120 metres from wetlands greater than 2ha and will apply a 30metre development setback. A [CVCA Permit Application](#) will be required prior to any development (construction/filling/grading/ excavating) taking place anywhere on the proposed severed lot. CVCA would need to review the exact location and specific project details of any proposed development (construction/filling/grading/excavating) on the retained lands to determine if a CVCA Permit Application is required.

Should any of the details of this proposal change please notify our office and we will amend our comments as necessary. We respectfully request a copy of the decision made on this application. Should you have any questions please do not hesitate to contact me.

Best regards,

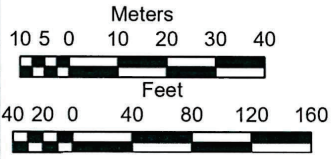


Beth Lowe
Regulations Officer
Crowe Valley Conservation Authority



PCD18/22 - - - - -
 Lots 1 & 2
 Andy & Katherine Hoag
 104 Fire Route 6
 Part of Lot 14, Con 2
 Havelock-Belmont-Methuen
 1531 010 003 06200

- Legend
- Subject_Property
 - Watercourses
 - CVCA Wetlands
 - Countours - 5m
 - CVCA Regulated Area
 - Watercourse 15m Setback
 - No Development setback from Wetland
 - Parcels



Produced by Crowe Valley
 Conservation Authority
 09 December 2022

With data supplied under licence by the
 Ontario Geospatial Data Exchange and local
 County data. This map has been created for
 demonstrative purposes only and is not to
 be used as an official source of data.

09 December 2022

Ann Hamilton
County of Peterborough
Land Division Office
County Court House
470 Water Street
Peterborough, Ontario
K9H 3M3



Dear Ms. Hamilton,

**RE: Application for Consent B-166-22 – Lot 3
(Our File: PC 018/22)
Lot 14, Concession 2
104 Fire Route 6
Township of Havelock-Belmont-Methuen
ARN: 1531 010 003 06508**

Sent via email

The above application for consent has been reviewed with regards to the applicability of the Crowe Valley Conservation Authority's Regulation of Development, Interference with Wetlands & Alterations to Shorelines & Watercourses (O. Reg. 159/06) and the Provincial Policy Statement (PPS). Through a memorandum of understanding between Conservation Ontario, the Ministry of Natural Resources and the Ministry of Municipal Affairs and Housing, Conservation Authorities are responsible for representing Provincial interest in planning matters as they relate to natural hazards (Section 3.1 Natural Hazards, PPS).

Please be advised that this recommendation is based on the best available data, including aerial imagery, LiDAR, GIS data, in addition to the information submitted to this office by Peterborough County regarding *Application for Consent (B-166-22)*. A site visit has not been conducted to verify or refute this information.

Our understanding of the proposed application is to create a new residential building lot with 83 metres of frontage on Fire Route 6A and 100 metres of frontage on the Crowe River, the lot is irregularly shaped and would have a total area of 0.76 ha (1.8 acres). The retained lands are to have 85 metres (278 feet) of frontage on County Road 48, an irregular depth, resulting in a total area of 18.7 ha (46 acres). The retained lands are built out with a dwelling south of Fire Route 6A and a Bunkie near the shoreline while the proposed severed lands are vacant.

RECOMMENDATION

In summary, the Crowe Valley Conservation Authority **does not object** with this application for consent from a Natural Hazards perspective. At this time, the application is believed to be consistent with Section 3.1 Natural Hazards of the PPS.

It would appear from the available mapping that there is an area of approximately 0.17 ha (0.42 acres) outside of the setback from the erosion hazard. This does not take into account municipal lot line setbacks. Peterborough County is responsible for determining if this is a sufficient building envelope without additional studies.

A CVCA Permit Application will be required prior to any development (construction/filling/grading/excavating) taking place anywhere on the proposed severed lot. CVCA would need to review the exact location and specific project details of any proposed development (construction/filling/grading/excavating) on the retained lands to determine if a CVCA Permit Application is required.

SECTION 3.1 NATURAL HAZARDS, PROVINCIAL POLICY STATEMENT

With regard to Section 3.1 Natural Hazards of the PPS, the CVCA has reviewed the application with respect to flooding, erosion, and hazards associated with unstable soil and bedrock. Along river, stream and small inland lake systems, hazardous lands are defined by the furthest landward extent of the flooding hazard or erosion hazard limits.

Flooding Hazard

A flooding hazard means the inundation of areas adjacent to a shoreline of a river or stream system not ordinarily covered by water. The flood hazard limit is based on a regulatory flood event standard and is represented by an elevation to which water would rise under the conditions of a 100-year flood event. That is, conditions that have a 1% chance in taking place any given year.

There appears to be room on the proposed severed lot for future development to take place outside of the flood hazard associate with Crowe River. The 1:100-year flood elevation of the Crowe River has not been determined in this location as such the CVCA will apply a 21 meter (15metres to account for the undetermined flood hazard + 6 metre access allowance) setback from the shoreline of Crowe River.

Erosion Hazard

The Provincial Policy Statement (2020) defines the erosion hazard as: *The erosion hazard means the loss of land, due to human or natural processes, that pose 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 access allowance.* The Provincial Technical Guide on the Erosion Hazard Limit recommends 6 metres for the erosion access allowance.

There appears to be an area of approximately 0.17 ha (0.42 acres) outside of the erosion hazard for future development to take place on the proposed severed lot. In order for future development to take place outside of the erosion hazard the setback from the Crowe River will range from 34 metres (18 metres to achieve a stable 3H:1V slope + 10 metres to account for toe erosion + 6 metre access allowance) from the shoreline of Crowe River to 28 metres (12 metres to achieve a stable 3H:1V slope + 10 metres to account for toe erosion + 6 metre access allowance) from the shoreline of Crowe River. A slope stability assessment, completed by a qualified professional, may reduce the setback.

Staff knowledge of the area indicates that the shoreline in this area is a combination of soil and rock which results in a toe erosion allowance of 10 metres unless otherwise determined by a qualified profession or a site visit.

It is the CVCA's understanding that Municipality and Peterborough County will require all new development to be setback 30metres from the shoreline. The Municipality's and County's 30metre setback from the high water mark of the Crowe River appear to encompass the majority of the erosion hazard setback.

Other Hazards

There are no known unstable soil (i.e. organic soil) or unstable bedrock (karst topography) associated with the subject lands.

O. REG 159/06: CROWE VALLEY CONSERVATION AUTHORITY: REGULATION OF DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

In regard to the Crowe Valley Conservation Authority's Regulation (O. Reg. 159/06), a CVCA Permit Application will be required prior to any development (construction/filling/grading/ excavating) taking place anywhere on the proposed severed lot. CVCA would need to review the exact location and specific project details of any proposed development (construction/filling/grading/excavating) on the retained lands to determine if a CVCA Permit Application is required.

There is a wetland less than 2ha along the shoreline of Crowe River from which the CVCA will apply a 15metre development setback and a wetland greater than 2ha south of Fire Route 6A which the CVCA will apply a 30metre development setback.

The CVCA will permit the construction of a driveway through the 30metre wetland setback on this particular property provided that all other development takes place outside of the setback. This is due to the Fire Route is being between the wetland and the subject lot.

With regards to the erosion hazard, due to the topography of the lot, setbacks from the shoreline of the Crowe River will range from 34metres (18 metres to achieve a stable 3H:1V slope + 10 metres to account for toe erosion + 6 metre access allowance) to 28metres (12 metres to achieve a stable 3H:1V slope + 10 metres to account for toe erosion + 6 metre access allowance). It is the CVCA's understanding that Municipality and County will require new development to be setback 30metres from the shoreline.

The 1:100-year flood elevation of the Crowe River has not been determined in this location, the CVCA will apply a 21 meter (15metres to account for the undetermined flood hazard + 6 metre access allowance) setback from the shoreline of the Crowe River. Additionally, there is a watercourse on the property, the CVCA regulates 30meter from all watercourses and typically applies a 15meter setback.

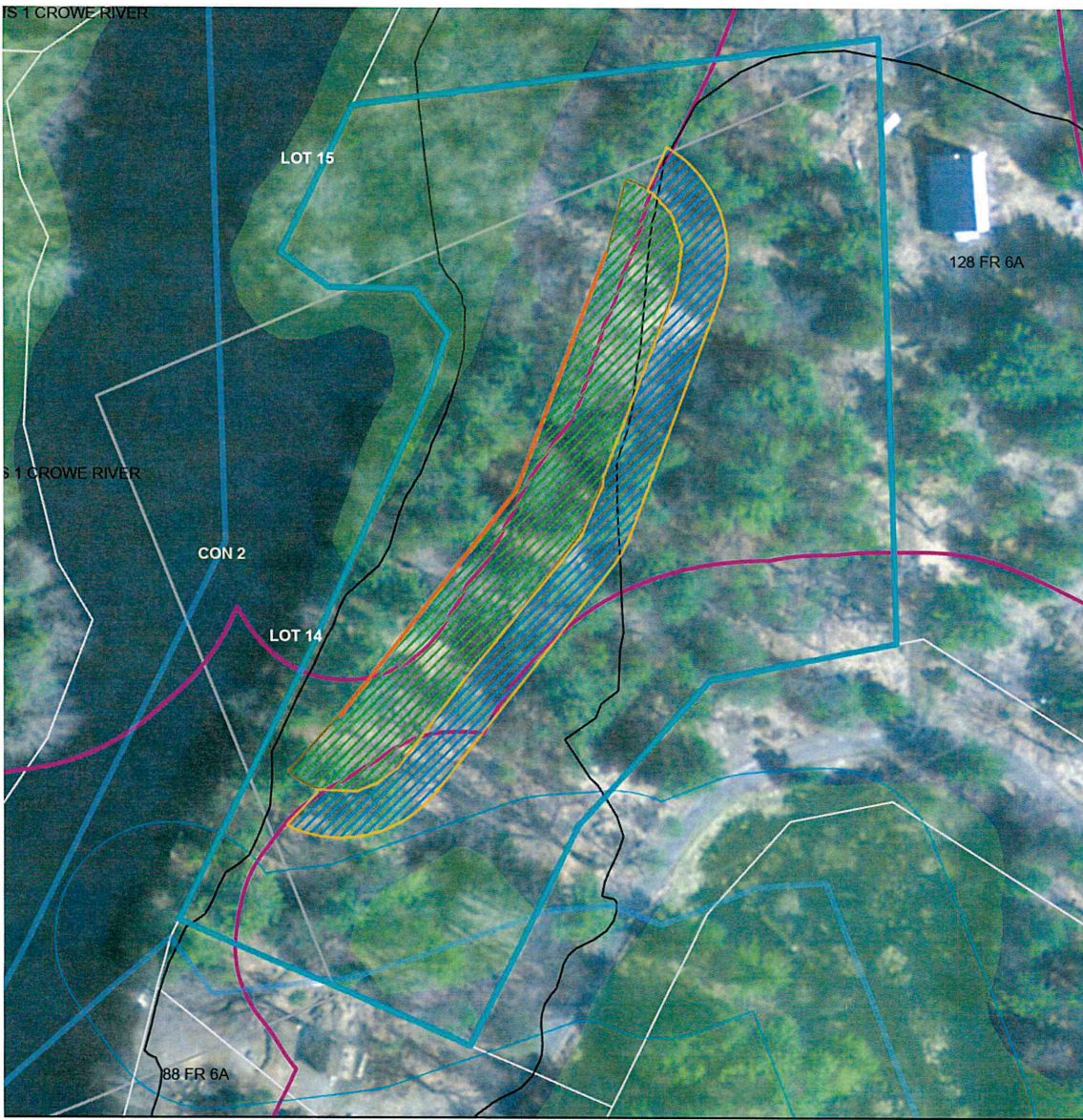
Please note that when there are multiple regulated features on a property the most restrictive setback will be applied.

Should any of the details of this proposal change please notify our office and we will amend our comments as necessary. We respectfully request a copy of the decision made on this application. Should you have any questions please do not hesitate to contact me.

Best regards,

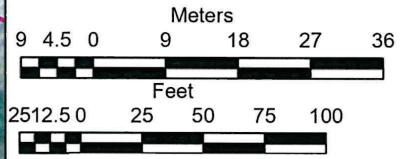


Beth Lowe
Regulations Officer
Crowe Valley Conservation Authority



2018/22 Lot 3
 Andy & Katherine Hoag
 104 Fire Route 6
 Part of Lot 14, Con 2
 Havelock-Belmont-Methuen
 1531 010 003 06508

- Legend
- Subject_Property
 - Watercourses
 - CVCA Wetlands
 - Countours - 5m
 - Watercourse 15m Setback
 - No Development setback from Wetland
 - Parcels
 - Projected 3H:1V Top of Slope
 - Allowance for Toe Erosion
 - 6metre emergency access allowance



Produced by Crowe Valley
 Conservation Authority
 09 December 2022

With data supplied under licence by the Ontario Geospatial Data Exchange and local County data. This map has been created for demonstrative purposes only and is not to be used as an official source of data.



Public Works
Engineering & Design

John Ward
Engineering Technician

Location:
310 Armour Road
Peterborough, Ontario
K9H 1Y6

Mailing Address:
470 Water Street
Peterborough, Ontario
K9H 3M3

Ph: (705) 772-0308
Fax: (705) 749-2551

jward@ptbocounty.ca

www.ptbocounty.ca

Severance Review Form

Applicant: Hoag (Lot 1)

File No.: B-164-22

Date: Dec 8 /2022

County Road: 48

Speed limit in front of subject property: 80km/hr

Conditions:

	Yes	No
Traffic Study required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Road Widening required	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Length/Width/Location of Widening: That the applicant shall survey and transfer to the County of Peterborough a strip of land measuring 13 meters from the centerline of County Road 48 in front of the severed parcel, free and clear of all encumbrances, for road widening purposes. All costs associated with this conveyance shall be borne by the Applicant and will be facilitated through the offices of the County solicitor.

Permits:	Yes	No
Single Entrance Permit required for Severed	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Single Entrance Permit required for Retained	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mutual Drive Entrance Permit required	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Notes / further comments: Access to the two severed parcels (Lots 1&2) from County Road 48, via a mutual entrance, can be permitted. The proposed mutual entrance shall straddle the shared property between the two severed parcels. The applicant shall lay out and dedicate by deed to the County of Peterborough a 0.3 meter (1 foot) reserve across the frontage of the two severed parcels. The mutual entrance shall meet the 150 meter minimum spacing between adjacent entrances as per the County of Peterborough's Entrance By-Law #2012-26. (Entrance Permit required prior to construction).

If you have any questions/concerns, please contact John Ward via email at jward@ptbocounty.ca.

John Ward
Engineering Technician
Engineering & Design Division,
Public Works Department





Public Works
Engineering & Design

John Ward
Engineering Technician

Location:
310 Armour Road
Peterborough, Ontario
K9H 1Y6

Mailing Address:
470 Water Street
Peterborough, Ontario
K9H 3M3

Ph: (705) 772-0308
Fax: (705) 749-2551

jward@ptbocounty.ca

www.ptbocounty.ca

Severance Review Form

Applicant: Hoag (Lot 2)

File No.: B-165-22

Date: Dec 8 /2022

County Road: 48

Speed limit in front of subject property: 80km/hr

Conditions:

	Yes	No
Traffic Study required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Road Widening required	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Length/Width/Location of Widening: That the applicant shall survey and transfer to the County of Peterborough a strip of land measuring 13 meters from the centerline of County Road 48 in front of the severed parcel, free and clear of all encumbrances, for road widening purposes. All costs associated with this conveyance shall be borne by the Applicant and will be facilitated through the offices of the County solicitor.

Permits:	Yes	No
Single Entrance Permit required for Severed	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Single Entrance Permit required for Retained	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mutual Drive Entrance Permit required	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Notes / further comments: Access to the two severed parcels (Lots 1&2) from County Road 48, via a mutual entrance, can be permitted. The proposed mutual entrance shall straddle the shared property between the two severed parcels. The applicant shall lay out and dedicate by deed to the County of Peterborough a 0.3 meter (1 foot) reserve across the frontage of the two severed parcels. The mutual entrance shall meet the 150 meter minimum spacing between adjacent entrances as per the County of Peterborough's Entrance By-Law #2012-26. (Entrance Permit required prior to construction).

If you have any questions/concerns, please contact John Ward via email at jward@ptbocounty.ca.

John Ward
Engineering Technician
Engineering & Design Division,
Public Works Department





Public Works
Engineering & Design

John Ward
Engineering Technician

Location:
310 Armour Road
Peterborough, Ontario
K9H 1Y6

Mailing Address:
470 Water Street
Peterborough, Ontario
K9H 3M3

Ph: (705) 772-0308
Fax: (705) 749-2551

jward@ptbocounty.ca

www.ptbocounty.ca

Severance Review Form

Applicant: Hoag (Lot 3)

File No.: B-166-22

Date: Nov 15 /2022

County Road: 48

Speed limit in front of subject property: 80km/hr

Conditions:

	Yes	No
Traffic Study required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Road Widening required	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Length/Width/Location of Widening: N/A

Permits:

	Yes	No
Single Entrance Permit required for Severed	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Single Entrance Permit required for Retained	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mutual Drive Entrance Permit required	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Notes / further comments: The proposed severed parcel (Lot 3) does not front onto a County of Peterborough road. Therefore, the County of Peterborough's Engineering and Design division has no comment.

If you have any questions/concerns, please contact John Ward via email at jward@ptbocounty.ca.

John Ward
Engineering Technician
Engineering & Design Division,
Public Works Department

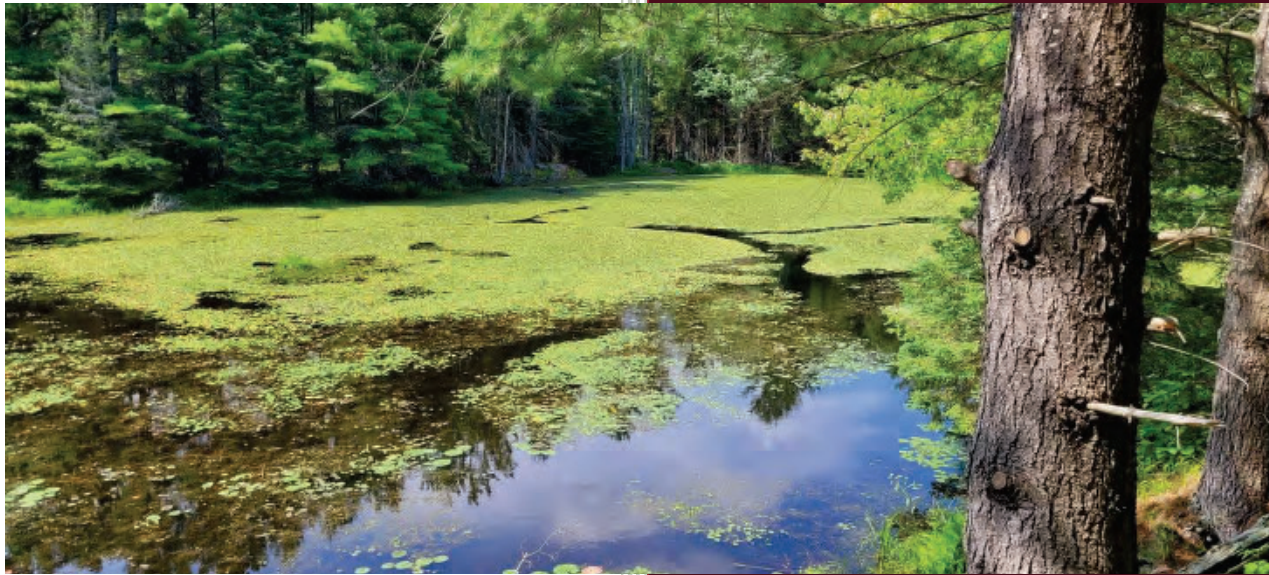


Part of Lot 14 Concession 2
Geographic Township of Belmont

Version 1.2

March 2024

Natural Heritage Evaluation



Regular Session Open Council Meeting - December 17, 2024

Prepared For:
Andrew Hoag and Katherine O'Connor-Hoag

Prepared By:
Sumac Environmental Consulting



March 19, 2024

SEC 23-035

Andrew Hoag and Katherine O'Connor-Hoag
[REDACTED]

c/o Darryl J. Tighe, Senior Land Use Planner

Re: Natural Heritage Evaluation at Part of Lot 14 Concession 2 in the Geographic Township of Belmont

To whom it may concern,

Thank you for retaining Sumac Environmental Consulting to prepare a Natural Heritage Evaluation at Part of Lot 14 Concession 2 in the Geographic Township of Belmont for a proposed lot severance.

The following report identifies the form and function of natural heritage on the subject property and assesses the potential impacts to said features with respect to a proposed severance that would create two (2) new lots for residential use. Recommendations and mitigation strategies have been included. This report has been prepared for Andrew Hoag and Katherine O'Connor-Hoag and the undersigned accepts no responsibility for future use by other parties.

We thank you for the opportunity to be part of this project and should you have any questions, please do not hesitate to contact the undersigned.

Sumac Environmental Consulting

A handwritten signature in cursive script that reads "C Fligg".

Cassandra Fligg, M.Sc.
Environmental Consultant

A handwritten signature in cursive script that reads "Nathan Fligg".

Nathan Fligg, M.Sc.
Environmental Consultant/GIS Technician

Report Summary

Sumac Environmental Consulting has prepared a Natural Heritage Evaluation at Part of Lot 14 Concession 2 in the Geographic Township of Belmont. It is our understanding that this report has been requested by the County of Peterborough in response to a proposed severance application that would create two (2) new lots for residential use. In addition, an application has also been filed for a third severance; which has been placed in abeyance at the time of the preparation of this report, until the status of the subject property is confirmed. Site visits were carried out in spring and summer of 2023 to examine natural features that have the potential of being impacted by a proposed development on the new lots. A Species at Risk Habitat Assessment was completed to screen for absent, candidate and confirmed habitat of endangered and threatened species (HETS). A Significant Wildlife Habitat (SWH) Assessment was completed to screen for absent, candidate and confirmed SWH. Fish habitat, HETS, wetland and SWH were identified on the subject property. Significant impacts to the identified natural heritage are not anticipated, should the proponent adhere to the prescribed recommendations provided herein.

The recommendations provided in Section 8.2 are summarized as follows:

- For exterior lighting, use warm-colored and low lumen lighting directed away from the remaining natural areas.
- All disturbed portions of the subject property should be re-seeded and planted with native non-invasive vegetation immediately following the completion of site works.
- Silt fence should be installed to protect aquatic features and control sedimentation during construction (Figure 3).
- An emergency response plan should be prepared for all works involving machinery in case of fluid leaks.
- Avoidance of tree clearing and vegetation removal between April 5 and August 28 of any given year.
- Encountered wildlife should be allowed to exit the site on their own, via safe routes, or be removed/relocated by qualified wildlife service providers working in accordance with applicable laws.

Key Staff

Environmental Consultant – Cassandra Fligg, M.Sc.

Mrs. Fligg received a master's degree in science from Lakehead University in 2018. She is proficient in the preparation of natural heritage reports in southern and central Ontario, particularly those that include policy of the Lake Simcoe Protection Plan, Greenbelt Plan, Oak Ridges Moraine Conservation Plan and Niagara Escarpment Plan. Mrs. Fligg has prepared species at risk screenings to the satisfaction of the Ministry of Environment, Conservation and Parks and assisted proponents in demonstrating avoidance to the harm and/or destruction of species at risk and their habitat, and navigated proponents through the overall benefit permit process where complete avoidance was not possible. Mrs. Fligg is a certified arborist as recognized by the International Society of Arboriculture, certified butternut health assessor as recognized by the Ministry of Natural Resources and Forestry, certified level 2 backpack electrofisher (crew leader) and has completed a fish identification workshop, turtle identification and handling workshop, and diatom algae culture and isolation workshop.

Environmental Consultant – Nathan Fligg, M.Sc.

Mr. Fligg is a well-versed ecologist with more than 15 years experience in both plant and wildlife identification. He is actively building on his identification skills and knowledge through the review of relevant flora literature and the undertaking of field studies for Sumac's natural heritage reports and species at risk screenings in southern and central Ontario. Mr. Fligg completed an undergraduate degree in Environmental Sustainability and further went on to receive a master's degree in science from Lakehead University. He is a provincially certified wetland evaluator, certified butternut health assessor, certified level 2 backpack electrofisher and is experienced in the safe handling and release of small mammals, fish, amphibians and reptiles.

Table of Contents

1.0	Introduction	1
2.0	Planning Context	1
2.1.	Federal	1
2.1.1.	Fisheries Act.....	1
2.2.	Provincial.....	1
2.2.1.	Endangered Species Act	1
2.2.2.	Provincial Policy Statement.....	2
2.2.3.	Growth Plan for the Greater Golden Horseshoe.....	3
2.3.	Municipal.....	4
2.3.1.	County of Peterborough	4
2.3.2.	Township of Havelock-Belmont-Methuen.....	5
2.4.	Watershed	5
3.0	Background Review	6
4.0	Characterizing the Natural Environment: Approach and Methodology.....	6
4.1.	Vegetation.....	6
4.1.1.	Botanical Inventory	6
4.1.2.	Vegetation Communities	6
4.2.	Area of Scientific and Natural Interest	7
4.3.	Fish Habitat	7
4.4.	Habitat of Endangered and Threatened Species.....	7
4.4.1.	Birds	7
4.5.	Wetland.....	7
4.6.	Wildlife Habitat	8
5.0	Data Analysis.....	8
5.1.	Vegetation.....	8
5.1.1.	Botanical Inventory	8
5.1.2.	Vegetation Communities	8
5.2.	Fish Habitat	9
5.3.	Habitat of Endangered and Threatened Species.....	10

5.3.1.	Mammals	10
5.3.2.	Reptiles	10
5.3.3.	Vascular Plants	11
5.4.	Wetland.....	11
5.5.	Wildlife Habitat	11
5.5.1.	Seasonal Concentration Areas of Animals	12
5.5.2.	Specialized Habitats of Wildlife Considered SWH.....	12
5.5.3.	Habitat of Species of Conservation Concern Considered SWH.....	12
5.5.4.	Animal Movement Corridors.....	13
6.0	Project Description	13
7.0	Impact Assessment	14
7.1.	Vegetation.....	14
7.2.	Fish Habitat	14
7.3.	Habitat of Endangered and Threatened Species	15
7.3.1.	Mammals	15
7.3.2.	Reptiles	15
7.3.3.	Vascular Plants	15
7.4.	Wetland.....	15
7.5.	Wildlife Habitat	16
7.5.1.	Seasonal Concentration Areas of Animals	16
7.5.2.	Specialized Habitats of Wildlife Considered SWH.....	16
7.5.3.	Habitat of Species of Conservation Concern Considered SWH.....	16
7.5.4.	Animal Movement Corridors.....	17
8.0	Conclusion and Recommendations	17
8.1.	Conclusion	17
8.2.	Recommendations	18
8.2.1.	Bird-Friendly Design.....	18
8.2.2.	Native Plantings.....	18
8.2.3.	Perimeter Control	18
8.2.4.	Preventing Entry of Deleterious Substances in Aquatic Feature(s)	18

8.2.5.	Sensitive Timing Window	18
8.2.6.	Wildlife Encounters	18
9.0	References	19

List of Figures

Figure 1: Subject Property
Figure 2: Existing Conditions
Figure 3: Proposed Development

List of Tables

Table 1: Vascular Plant Inventory
Table 2: Bird Inventory
Table 3: Species at Risk Habitat Assessment
Table 4: Significant Wildlife Habitat Assessment

List of Appendices

Appendix A: Natural Heritage Areas Mapping
Appendix B: Proposed Lot Severance Sketch
Appendix C: CVCA Consultation

1.0 Introduction

Sumac Environmental Consulting (Sumac) was retained to prepare a Natural Heritage Evaluation (NHE) at Part of Lot 14 Concession 2 in the Geographic Township of Belmont (hereinafter referred to as the 'subject property'). It is our understanding that the landowner wishes to sever the subject property to create two (2) new lots for residential use. In addition, an application has also been filed for a third severance; which has been placed in abeyance at the time of the preparation of this report, until the status of the subject property is confirmed.

The subject property is a vacant lot accessed from County Road 48 and has been left in a natural state (Figure 1). A portion of the subject property at the northern limits abuts the Crowe River (Appendix A). The Provincially Significant Wetland, Crowe Lake Swamp, is located approximately 470 m south of the subject property (Appendix A). The Regionally Significant Life Science Area of Natural and Scientific Interest, Crowe Lake Ridges and Wetlands, is located approximately 1.2 km southeast of the subject property (Appendix A). Belmont Lake is located approximately 1.3 km west of the subject property (Appendix A). The surrounding area is predominantly composed of natural cover, agricultural lands and rural/shoreline residential lands.

2.0 Planning Context

2.1. Federal

2.1.1. Fisheries Act

The fish and fish habitat protection provisions of the *Fisheries Act* include two (2) core prohibitions against persons carrying on works, undertaking or activities that result in the following:

- the death of fish, by means other than fishing; and
- the harmful alteration, disruption, or destruction of fish habitat.

2.2. Provincial

2.2.1. Endangered Species Act

Ontario's *Endangered Species Act* (ESA) provides protection, designation, recovery and other relevant aspects of conservation for species at risk, including habitat protection in the Province.

As per Section 9 (1) of the ESA, no person shall

- a. kill, harm, harass, capture or take a living member of a species that is listed on the Species at Risk in Ontario List as an extirpated, endangered or threatened species;
- b. possess, transport, collect, buy, sell, lease, trade or offer to buy, sell, lease or trade,

- (i) a living or dead member of a species that is listed on the Species at Risk in Ontario List as an extirpated, endangered or threatened species,
 - (ii) any part of a living or dead member of a species referred to in subclause (i),
 - (iii) anything derived from a living or dead member of a species referred to in subclause (i); or
- c. sell, lease, trade or offer to sell, lease or trade anything that the person represents to be a thing described in subclause (b) (i), (ii) or (iii). 2007, c. 6, s. 9 (1).

As per Section 10 (1) of the ESA, no person shall damage or destroy the habitat of,

- a. a species that is listed on the Species at Risk in Ontario List as an endangered or threatened species; or
- b. a species that is listed on the Species at Risk in Ontario List as an extirpated species, if the species is prescribed by the regulations for the purpose of this clause. 2007, c. 6, s. 10 (1).

2.2.2. Provincial Policy Statement

The Provincial Policy Statement (MMAH, 2020) states that decisions affecting planning matters shall be consistent with policy statements issues under the *Planning Act*.

As per Section 2.1.4 of the PPS, development and site alteration shall not be permitted in:

- a. significant wetlands in Ecoregions 5E, 6E and 7E; and
- b. significant coastal wetlands.

As per Section 2.1.5 of the PPS, development and site alteration shall not be permitted in:

- a. significant wetlands in the Canadian Shield north of Ecoregions 5E, 6E and 7E;
- b. significant woodlands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River);
- c. significant valleylands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River);
- d. significant wildlife habitat;
- e. significant areas of natural and scientific interest; and
- f. coastal wetlands in Ecoregions 5E, 6E and 7E1 that are not subject to policy 2.1.4(b)

unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

As per Section 2.1.6 of the PPS, development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.

As per Section 2.1.7 of the PPS, development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.

As per Section 2.1.8 of the PPS, development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 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.

2.2.3. Growth Plan for the Greater Golden Horseshoe

The subject property is located within the Greater Golden Horseshoe growth plan area.

As per the Growth Plan for the Greater Golden Horseshoe (MMAH, 2020), key hydrologic features include permanent streams, intermittent streams, inland lakes and their littoral zones, seepage areas and springs, and wetlands.

As per Section 4.2.3.1 of the Growth Plan for the Greater Golden Horseshoe (MMAH, 2020), outside of settlement areas, development or site alteration is not permitted in key natural heritage features that are part of the Natural Heritage System for the Growth Plan or in key hydrologic features, except for:

- a) forest, fish, and wildlife management;
- b) conservation and flood or erosion control projects, but only if they have been demonstrated to be necessary in the public interest and after all alternatives have been considered;
- c) activities that create or maintain infrastructure authorized under an environmental assessment process;
- d) mineral aggregate operations and wayside pits and quarries;
- e) expansions to existing buildings and structures, accessory structures and uses, and conversions of legally existing uses which bring the use more into conformity with this Plan, subject to demonstration that the use does not expand into the key hydrologic feature or key natural heritage feature or vegetative protection zone unless there is no other alternative, in which case any expansion will be limited in scope and kept within close geographical proximity to the existing structure;
- f) expansions or alterations to existing buildings and structures for agricultural uses, agriculture-related uses, or on-farm diversified uses and expansions to existing residential dwellings if it is demonstrated that:
 - i. there is no alternative, and the expansion or alteration in the feature is minimized and, in the vegetation protection zone, is directed away from the feature to the maximum extent possible; and

- ii. the impact of the expansion or alteration on the feature and its functions is minimized and mitigated to the maximum extent possible; and
- g) small-scale structures for recreational uses, including boardwalks, footbridges, fences, docks, and picnic facilities, if measures are taken to minimize the number of such structures and their negative impacts.

As per Section 4.2.4.1 of the Growth Plan for the Greater Golden Horseshoe (MMAH, 2020), outside settlement areas, a proposal for new development or site alteration within 120 metres of a key natural heritage feature within the Natural Heritage System for the Growth Plan or a key hydrologic feature will require a natural heritage evaluation or hydrologic evaluation that identifies a vegetation protection zone, which:

- a) is of sufficient width to protect the key natural heritage feature or key hydrologic feature and its functions from the impacts of the proposed change;
- b) is established to achieve and be maintained as natural self-sustaining vegetation; and
- c) for key hydrologic features, fish habitat, and significant woodlands, is no less than 30 metres measured from the outside boundary of the key natural heritage feature or key hydrologic feature.

As per Section 4.2.6 of the Growth Plan for the Greater Golden Horseshoe (MMAH, 2020), beyond the Natural Heritage System for the Growth Plan, including within settlement areas, the municipality:

- a) Will continue to protect any other natural heritage features and areas in a manner that is consistent with the PPS; and
- b) May continue to protect any other natural heritage system or identify new systems in a manner that is consistent with the PPS.

2.3. Municipal

2.3.1. County of Peterborough

As per Section 4.1.3.4 of the County of Peterborough Official Plan (office consolidation 2022), local plans will prohibit development and site alterations within the following types of significant natural heritage features:

- significant wetlands;
- significant portions of the habitat of endangered and threatened species;

Moreover, local plans may permit development and site alteration in:

- significant woodlands south and east of the Canadian Shield;
- significant valleylands south and east of the Canadian Shield;
- significant wildlife habitat; and
- significant areas of natural and scientific interest.

Moreover, development and site alteration will not be permitted in fish habitat except in accordance with provincial and federal requirements.

Moreover, development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas listed above unless the ecological function of the adjacent lands has been evaluated in accordance with an environmental impact assessment as described in Section 4.1.3.1 and it has been determined that there will be no new negative impacts on the natural features or on their ecological functions.

2.3.2. Township of Havelock-Belmont-Methuen

As per the Township of Havelock-Belmont-Methuen Official Plan (office consolidation 2015), the following land use designations and/or features have been mapped on the subject property:

- Shoreline; and
- Rural.

As per Section 3.1.3.1 f) of the Township of Havelock-Belmont-Methuen Official Plan (office consolidation 2015), development, including the construction of new structures, adjacent to a waterbody shall be subject to the policies of Section 3.3.4.1 Development Considerations, and 3.3.4.2 Marine Facilities.

As per Section 3.3.4.1 b) i) of the Township of Havelock-Belmont-Methuen Official Plan (office consolidation 2015), the minimum shoreline setback for any new waterfront lot shall be 30 metres (98 feet) from the high water mark. There may be instances where this setback will be increased based on consultation with the Conservation Authority or the Ministry of Natural Resources. These instances may include locations with steep slopes, limited soil or limited vegetative cover.

2.4. Watershed

The subject property falls within regulated lands of the Crowe Valley Conservation Authority. As such, a work permit in accordance with O. Reg. 159/06 may be required prior to the onset of site works.

3.0 Background Review

The following resources were reviewed to gain a deeper understanding of natural heritage feature(s) with the potential of occurring on the subject property and adjacent lands (i.e., up to 120 m):

- Atlas Square No. 18TQ7730, 18TQ7731, 18TQ7830 and 18TQ7831 of the Natural Heritage Information Centre;
- Atlas Square No. 18TTQ73 of the Ontario Breeding Bird Atlas;
- Atlas Square No. 18TQ73 of the Ontario Butterfly Atlas;
- Atlas Square No. 18TQ73 of the Ontario Reptile and Amphibian Atlas;
- County of Peterborough Official Plan (office consolidation 2022);
- E-bird;
- iNaturalist;
- Land Information Ontario; and
- Township of Havelock-Belmont-Methuen Official Plan (office consolidation 2015).

Given the relevant planning jurisdiction, the following features are being considered in the NHE:

- Areas of Natural and Scientific Interest;
- Fish Habitat;
- Habitat of endangered species and threatened species;
- Inland Lakes;
- Permanent/Intermittent Streams;
- Seepage Areas and Springs;
- Wetlands;
- Significant Wildlife Habitat.

4.0 Characterizing the Natural Environment: Approach and Methodology

4.1. Vegetation

4.1.1. Botanical Inventory

A vascular plant inventory on the subject property was completed on June 16 and July 6 of 2023.

4.1.2. Vegetation Communities

Orthographic imagery of the subject property and adjacent lands was used for the basis of Ecological Land Classification and further refined through a ground-truthing exercise on June 16,

2023. Vegetation communities on the subject property were classified following protocol of the Ecological Land Classification of Ontario - Operational Draft (Banton et al. 2009).

4.2. Area of Scientific and Natural Interest

The nearest Area of Scientific and Natural Interest is located approximately 1.2 km southeast of the subject property. No further analysis required.

4.3. Fish Habitat

Fish habitat is defined in subsection 2(1) of the *Fisheries Act* to include all waters frequented by fish and any other areas upon which fish depend directly or indirectly to carry out their life processes. The subject property was screened for evidence of surface water features (e.g., watercourse, seeps, spring, vernal pool, inland lake) on July 6, 2023. If present, surface water feature(s) were mapped, characterized and assessed for the potential to function as fish habitat.

4.4. Habitat of Endangered and Threatened Species

For the purpose of this study, we have defined “Species at Risk” (SAR) to include species designated special concern, threatened and endangered under O. Reg. 230/08 in accordance with the ESA. Species occurrence data from sources outlined in Section 3.0 of this report was used to determine which species at risk are known to occur in proximity to the subject property. An Ecological Land Classification (ELC) exercise was completed to identify potential habitat opportunities for the listed species at risk. A SAR Habitat Assessment was completed to identify absent, candidate and confirmed SAR habitat on the subject property.

4.4.1. Birds

Two (2) dawn breeding bird surveys were completed in general accordance with dawn breeding bird survey protocol (OBBA, 2001). Surveys were completed within the first five (5) hours after dawn between May 24 and July 10. Surveys were not completed during events of precipitation, fog or high winds (i.e., up to 3 on the Beaufort wind scale). Seven (7) point count stations were used to carry out the surveys (Figure 2). The survey conditions were as follows:

Date	Surveyor(s)	Time	Temp.	Cloud Cover	Wind	Precip.
June 16, 2023	Nathan Fligg	0540-0700	16°C	80%	B2	Nil.
July 6, 2023	Nathan Fligg	0900-1030	24°C	30%	B1	Nil.

4.5. Wetland

Unevaluated wetland has been mapped on the subject property (Appendix A). The subject property was screened for wetland feature(s) by a qualified wetland evaluator on July 6, 2023. If

present, the wetland boundaries were determined using the 50% vegetation rule as described in the Ontario Wetland Evaluation System manual. Subsequently, wetland was mapped and generally characterized.

4.6. Wildlife Habitat

Incidental observations of wildlife signs (e.g., scat, tracks, remains of food, claw marks on trees or shrubs, trails or corridors, stunted vegetation, stick nests, turned stones) on the subject property were noted during Sumac's field investigations. The potential for Significant Wildlife Habitat (SWH) in the study area was assessed following criteria and thresholds outlined in the Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (MNRF, 2015).

5.0 Data Analysis

5.1. Vegetation

5.1.1. Botanical Inventory

The list of vascular plant species has been provided for reference (Table 1).

5.1.2. Vegetation Communities

The subject property contained nine (9) distinct communities (Figure 2):

1. G094N Fresh, Silty to Fine Loamy: Meadow: 0.9 ha of meadow community occurred at the southern extent of the subject property adjacent to County Road 48 and Fire Route 6. The community was dominated by forbs and to a lesser extent, graminoids (e.g., garden bird's-foot trefoil, Canada goldenrod, wild carrot, smooth brome, orchard grass).
2. G096S Fresh, Silty to Fine Loamy, Shrub: 0.1 ha of sumac thicket community occurred at the southern end of the subject property, near County Road 48. The community was dominated by staghorn sumac and successional hardwood species (e.g., trembling aspen, white ash, sugar maple). The ground level was well vegetated with graminoids and forbs.
3. G103sTt Fresh, Silty to Fine, Loamy: Red Pine-White Pine Mixedwood: 0.8 ha of cultural woodland occurred at the southern extent of the subject property adjacent to Fire Route 6. A fairly open canopy consisted mostly of white pine and mixed hardwood species (Sugar maple, red oak, pin cherry, white ash, etc.). A moderately vegetated shrub layer was dominated by *Rubus* spp. The ground level was well vegetated with graminoids and forbs.
4. G103Tt Fresh, Silty to Fine Loamy: Red Pine-White Pine Mixedwood: 15.4 ha of mixedwood forest occurred throughout the subject property, extending onto the adjacent lands. The canopy consisted of mid-aged to mature white pine and red oak with hardwood associates (e.g., white oak, sugar maple, trembling aspen). A subcanopy was moderately vegetated with hardwood species (eastern hop-hornbeam, sugar maple, white ash, etc.). A sparse to moderately vegetated shrub layer consisted of various species (e.g., maple-leaved

viburnum, Eastern prickly gooseberry, chokecherry, Common prickly ash). The forest floor was moderately vegetated with forbs and graminoids (e.g., white trillium, wild-lily-of-the-valley, drooping woodland sedge, Pennsylvania sedge, marginal woodfern). Small inclusions of shallow soil over bedrock and occasional rocky outcrops vegetated with rock polypody occurred throughout the community.

5. G133Tt Harwood Swamp: 0.6 ha of deciduous swamp occurred throughout the subject property in low lying depressions and adjacent to the Crowe River. The canopy consisted of various hardwood species (e.g., red maple, white elm, green ash) and to a lesser extent conifers (e.g., balsam fir, white cedar, black spruce). A sparse shrub layer consisted of various species (e.g., common winterberry, red-osier dogwood, downy arrowwood, *Salix* spp.). The ground level was moderately vegetated by sedges and forbs (e.g., royal fern, sensitive fern, broad-leaved enchanter's nightshade, spotted jewelweed, fringed sedge, bladder sedge).
6. G141S Open Extremely Rich Fen: 0.02 ha of graminoid fen occurred at the northeastern edge of the subject property, extending east into the adjacent lands. This community occurred on a floating mass of sphagnum moss and consisted mostly of graminoids and forbs with fen indicators (e.g., three-way sedge, round-leaved sundew, tawny cotton grass, rose pogonia).
7. G150N Open Water Marsh: Floating Leaved: 0.8 ha of open-water marsh occurred at the northern portion of the subject property. The community was dominated by floating-leaved vegetation (i.e., water shield, Fragrant waterlily, and lesser duckweed).
8. G155X Active Limnetic Mineral: This community encompasses the portion of Crowe Valley River that occurs in the adjacent lands. This area appeared mostly unvegetated and consisted of submerged mineral substrate.
9. G223Tt Mineral Intermediate Conifer Swamp: 0.2 ha of coniferous swamp occurred throughout the subject property in low lying depressions. The canopy consisted of various coniferous species (e.g., balsam fir, tamarack, eastern white cedar, black spruce) and to a lesser extent hardwood species (e.g., red maple, green ash, white elm). A sparse shrub layer consisted of various species (e.g., common winterberry, red-osier dogwood, downy arrowwood, *Salix* spp.). The ground level was moderately vegetated by sedges and forbs (e.g., New York Fern, sensitive fern, small-spike false wood nettle, spotted jewelweed, bladder sedge).

The portion of the subject property that includes residential structures, gravel lanes, lawn and landscaped area was characteristic of a more cultural and anthropogenic community and therefore, has been given the descriptor of 'Maintained Area' (Figure 2).

5.2. Fish Habitat

The subject property is located adjacent to the Crowe River. Aquatic Resource Area data identifies this segment of the Crowe River as having a warmwater thermal regime with

documented occurrences of fish. Belmont Lake is located 2.5 km upstream and is known to provide habitat for a variety of fish species (e.g., American eel, largemouth bass, Northern pike, smallmouth bass, trout-perch, walleye, white sucker, yellow perch). Crowe Lake is located 3 km downstream and is known to contain a number of fish species (e.g., largemouth bass, Northern pike, smallmouth bass, trout-perch, walleye, white sucker, yellow perch).

Wetland communities with seasonal/permanent flooding and the potential for above-ground hydrologic connectivity to the Crowe River under high-flow conditions have been identified as candidate fish habitat.

5.3. Habitat of Endangered and Threatened Species

No endangered or threatened birds were observed during the bird surveys nor through incidental occurrence (Table 2). The SAR Habitat Assessment (Table 3) identified candidate and confirmed habitat of the following endangered and threatened species on the subject property:

- Mammals: Little brown myotis (endangered), Northern myotis (endangered) and tri-colored bat (endangered).
- Reptiles: Blanding's turtle (threatened) and Eastern hog-nosed snake (threatened).
- Vascular Plants: Black ash (endangered).

5.3.1. Mammals

Little Brown Myotis: Day/maternity roosting habitat for little brown myotis may include the existing structure located at the northern portion of the subject property, as well as, the G103Tt community, G133Tt community and G223Tt community. Foraging habitat may include forest edge and aquatic features, should this species be present.

Northern Myotis: Day/maternity roosting habitat for Northern myotis may include the G103Tt community, G133Tt community and G223Tt community. Foraging habitat may include forest edge and aquatic features, should this species be present.

Tri-colored Bat: Day/maternity roosting habitat for tri-colored bat may include the G103Tt community, G133Tt community and G223Tt community. Foraging habitat may include forest edge and aquatic features, should this species be present.

5.3.2. Reptiles

Blanding's Turtle: The G141S community has the potential to function as aquatic habitat for Blanding's turtle given the estimated water levels and abundance of emergent vegetation.

Eastern Hog-nosed Snake: Favorable food source of Eastern hog-nosed snake, American toad, have the potential of occurring in or near the G133Tt, G141S, G150N, G155X and G223Tt communities. That being said, the portion of naturalized area on the subject property is not anticipated to function as significant habitat for Eastern hog-nosed snake (should this species be present), given the extent of closed canopy in forested areas, dense vegetation in open habitat areas and lack of sun-exposed dry/sandy substrates and basking features that would otherwise support essential life processes (e.g., thermoregulation, gestation) for this species.

5.3.3. Vascular Plants

Black Ash: Several black ash were identified in the G133Tt and G223Tt communities.

5.4. Wetland

Approximately 1.5 ha of wetland was identified on the subject property and consisted of swamp, fen, and open-water marsh communities. All of the wetland communities occurred within the same catchment area. Many of the wetland communities [with the exception of a few isolated swamp communities] likely exhibit above-ground hydrologic connectivity to the Crowe River under high-flow conditions.

5.5. Wildlife Habitat

The following wildlife were noted during the field investigations:

- American bullfrog (*Lithobates catesbeianus*): Calling in a G150N community.
- Green frog (*Lithobates clamitans*): Calling near the G141S community.
- Wood frog (*Lithobates sylvaticus*): Observed in the G223Tt community.
- Eastern gray squirrel (*Sciurus carolinensis*): Observed in the G103Tt community.
- Red squirrel (*Tamiasciurus hudsonicus*): Observed in the G103Tt community.
- Northern watersnake (*Nerodia sipedon sipedon*): A juvenile was observed crossing Fire Route 6 adjacent to the G150N community.
- Northern raccoon (*Procyon lotor*): Observed in the maintained area along Fire Route 6 at the northern extent of the subject property.
- White-tailed deer (*Odocoileus virginianus*): Doe and fawn observed in the G094N community.
- Monarch (*Danaus plexippus*): Observed in the G094N community.

The following wildlife signs were noted during the field investigations:

- Beaver (*Castor canadensis*): Recent lodge and dam construction at the north end of the subject property in the G150N community.
- Coyote (*Canis latrans*): Scat and tracks in the G103Tt and G133Tt communities.

The SWH Assessment (Table 4) identified nine (9) candidate/confirmed SWH as occurring on the subject property.

5.5.1. Seasonal Concentration Areas of Animals

Bat Maternity Colonies: The G133Tt community has the potential to function as the SWH, Bat Maternity Colonies.

Turtle Wintering Areas: The G141S and G150N communities have the potential to function as the SWH, Turtle Wintering Area.

5.5.2. Specialized Habitats of Wildlife Considered SWH

Woodland Raptor Nesting Habitat: A broad-shouldered hawk was observed on the subject property with distraction display and calling near a probable nest of the species. The SWH, Woodland Raptor Nesting Habitat, would include the nest and 100 m radius around the nest (Figure 3).

Amphibian Breeding Habitat (Woodland): The G103Tt, G133Tt, and G223Tt communities have the potential to function as the SWH, Amphibian Breeding Habitat (Woodland).

Amphibian Breeding Habitat (Wetland): The G133Tt and G150N communities have the potential to function as the SWH, Amphibian Breeding Habitat (Wetland).

Mast Producing Areas: The G103Tt contained an abundance of mature mast producing species (e.g., American beech, white oak and red oak) to be considered as the SWH, Mast Producing Area.

5.5.3. Habitat of Species of Conservation Concern Considered SWH

Marsh Breeding Bird Habitat: The G141S and G150N communities have the potential to function as the SWH, Marsh Breeding Bird Habitat.

Special Concern and Rare Wildlife Species: Special concern species, bald eagle, Eastern wood-pewee, monarch, Eastern musk turtle, Eastern ribbonsnake and snapping turtle, have the potential or have been confirmed as occurring on the subject property (see Table 3). No globally rare or provincially rare vascular plant species were encountered on the subject property (see Table 1).

Bald Eagle: Although no nests of bald eagle were observed on the subject property, this species has the potential to occur on the subject property due to the presence of relatively undisturbed forest in connectivity with highly productive waterbodies.

Eastern Wood-pewee: Eastern wood-pewee were observed with probable breeding evidence in the G103Tt community.

Monarch: Monarch only breed in habitats with milkweed. Milkweed was encountered in the G141S and G094N communities. The G094N community contained an abundance of nectar sources for adult monarch. Adult monarch were observed in the G094N community. Given this information, monarch habitat may include both the G141S and G094N communities.

Eastern Musk Turtle: The G141S community has the potential to function as aquatic habitat for Eastern musk turtle given the estimated water levels and abundance of emergent vegetation.

Eastern Ribbonsnake: Eastern ribbonsnake have the potential to occur in or near the G141S and G150N communities.

Snapping Turtle: The G141S and G150N communities have the potential to function as aquatic habitat for snapping turtle given the estimated water levels and abundance of emergent vegetation.

5.5.4. Animal Movement Corridors

Amphibian Movements Corridors: Pending assessment of the SWH, Amphibian Breeding Habitat, watercourses and wooded areas have the potential to be considered for the SWH, Amphibian Movement Corridor.

6.0 Project Description

The landowner wishes to sever the subject property to create two (2) new lots for residential use. It is our understanding that a formal site plan for each of the proposed lots has not yet been prepared and as such, a sample development plan was provided for the purpose of this report. The

sample development plan was modified to exclude portions of the G103Tt community. The impact assessment below reviews impacts associated with a development contained within the limit of work on each lot as a whole, as depicted on Figure 3, leaving the development opportunities of a single-family dwelling, septic, construction accessibility, etc. open to the future developer so long as it can be contained within that area.

Regarding the parcel of land comprising the Proposed Severed Lot 3 (Appendix B), those lands were previously severed from the original parcel in the late 1960's. Currently, it is our understanding that efforts are being made to determine if/whether those lands remain as a separate and conveyable parcel. In the interim and until such time as the legal status has been determined, this application remains in abeyance. Should this application proceed, the Township's Official Plan does provide policy direction for re-severing of merged properties as well as the severance of lands for technical purposes. Additionally, the Crowe Valley Conservation has since provided comments which confirm that the parcel in question can be developed without any apparent adverse environmental impacts from a natural hazards perspective (Appendix C).

7.0 Impact Assessment

7.1. Vegetation

The following vegetation communities have the potential to be disturbed by the proposed development:

- 1,785 m² of the G094N community;
- 932 m² of the G096S community; and
- 2,320 m² of the G103sTt community.

Immediately following construction, all disturbed areas should be re-planted with non-invasive native trees, shrubs and/or groundcover (Section 8.2.2). Exterior lighting should be warm-coloured, low lumen level and directed away from the remaining natural areas to protect inhabiting wildlife (Section 8.2.1).

7.2. Fish Habitat

In accordance with the policy as described in Section 2.0 of this report, it is our understanding that development would not likely be permitted in the Crowe River and the wetland communities that have been identified as candidate fish habitat. Moreover, a 30 m buffer would likely be recommended in accordance with policies of the Growth Plan for the Greater Golden Horseshoe due to the potential for these features to function as fish habitat. The proposed development is not located in the identified fish habitat and associated buffer area (Figure 3). Due to the proximity of

the proposed development to fish habitat, site specific measures intended to avoid sedimentation and contamination from construction activities are recommended (Section 8.2.3 and 8.2.4).

7.3. Habitat of Endangered and Threatened Species

7.3.1. Mammals

The proposed development is not located in candidate day/maternity roosting habitat for little brown myotis, Northern myotis and tri-colored bat (i.e., existing structure located at the northern portion of the subject property, G103Tt community, G133Tt community and G223Tt community). Moreover, available candidate foraging habitat for the listed species is not anticipated to be impaired or eliminated as a result of the proposed development. As such, no significant impacts to endangered bats are anticipated.

7.3.2. Reptiles

Blanding's Turtle: The proposed development is not located in the G141S community and as such, no direct impacts to Blanding's turtle are anticipated. The proposed development is located 407 m at its closest point to the G141S community and as such, indirect impacts to Blanding's turtle are not anticipated.

Eastern Hog-nosed Snake: The proposed development is not located in significant habitat for Eastern hog-nosed snake and candidate breeding habitat for the favorable food source of Eastern hog-nosed snake, American toad. As such, no significant impacts to Eastern hog-nosed snake are anticipated.

7.3.3. Vascular Plants

Black Ash: The proposed development is not located in the G133Tt and G223Tt communities and as such, no significant impacts to black ash are anticipated.

7.4. Wetland

In accordance with the policy as described in Section 2.0 of this report, it is our understanding that development would not likely be permitted in the G133Tt, G141S, G150N and G223Tt communities. Moreover, a 30 m buffer would likely be recommended in accordance with policies of the Growth Plan for the Greater Golden Horseshoe. The proposed development is not located in wetland nor its associated buffer area (Figure 3). Due to the proximity of the proposed development to the identified wetland, site specific measures intended to avoid sedimentation and contamination from construction activities are recommended (Section 8.2.3 and Section 8.2.4).

7.5. Wildlife Habitat

7.5.1. Seasonal Concentration Areas of Animals

Bat Maternity Colonies: The proposed development is not located in the G133Tt community and as such, no significant impacts to the SWH, Bat Maternity Colonies, are anticipated.

Turtle Wintering Areas: The proposed development is not located in the G141S and G150N communities and as such, no significant impacts to the SWH, Turtle Wintering Area, are anticipated.

7.5.2. Specialized Habitats of Wildlife Considered SWH

Woodland Raptor Nesting Habitat: The proposed development is not located in or near the broad-shouldered hawk nest (Figure 3) and as such, no significant impacts to the SWH, Woodland Raptor Nesting Habitat, are anticipated.

Amphibian Breeding Habitat (Woodland): The proposed development is not located in the G103Tt, G133Tt, and G223Tt communities and as such, no significant impacts to the SWH, Amphibian Breeding Habitat (Woodland), are anticipated.

Amphibian Breeding Habitat (Wetland): The proposed development is not located in the G133Tt and G150N communities and as such, no significant impacts to SWH, Amphibian Breeding Habitat (Wetland), are anticipated.

Mast Producing Areas: The proposed development is not located in the G103Tt community and as such, no significant impacts to the SWH, Mast Producing Area, are anticipated.

7.5.3. Habitat of Species of Conservation Concern Considered SWH

Marsh Breeding Bird Habitat: The proposed development is not located in the G141S and G150N communities and as such, no significant impacts to the SWH, Marsh Breeding Bird Habitat, are anticipated.

Special Concern and Rare Wildlife Species:

Bald Eagle: No nests or candidate perching/resting sites for bald eagle are anticipated to be removed to facilitate the proposed development. The forested community that extends onto the subject property will remain undisturbed. The adjacent waterbody (Crowe River) is not anticipated to be significantly impacted by the proposed development. Given this information, no significant impacts to bald eagle and its habitat are anticipated.

Eastern Wood-pewee: The proposed development is not located in the G103Tt community and as such, no significant impacts to Eastern wood-pewee and its habitat are anticipated.

Monarch: The proposed development is not anticipated to remove all milkweed plants and nectar sources for monarch observed in the G094 community and the remaining portions of the subject property. This species is known to be a habitat generalist and as such, will likely utilize areas elsewhere on the subject property and beyond the limits of the subject property post-development for breeding and/or foraging, as required. Milkweed, asters and goldenrods are common across the wider landscape. The proponent is encouraged to incorporate native wildflowers in the proposed development, where feasible (Section 8.2.1).

Eastern Musk Turtle: The proposed development is not located in the G141S community and as such, no significant impacts to Eastern musk turtle and its habitat are anticipated.

Eastern Ribbonsnake: The proposed development is not located in the G141S and G150N communities and as such, no significant impacts to Eastern ribbonsnake and its habitat are anticipated.

Snapping Turtle: The proposed development is not located in the G141S and G150N communities and as such, no significant impacts to snapping turtle and its habitat are anticipated.

7.5.4. Animal Movement Corridors

Amphibian Movements Corridors: The proposed development is not located in water features nor the forested area that extends across the subject property. As such, no significant impacts to the SWH, Amphibian Breeding Habitat, are anticipated.

8.0 Conclusion and Recommendations

8.1. Conclusion

Should the proponent adhere to the proposed severance as described herein and follow the prescribed recommendations as noted below (Section 8.2), negative impacts to the identified natural features will be appropriately mitigated. Furthermore, it is our understanding that the proposed development as described herein would not contravene applicable environmental policy and regulations as described in Section 2.0 of this report.

8.2. Recommendations

8.2.1. Bird-Friendly Design

For exterior lighting, we recommend the use of warm-colored and low lumen lighting directed away from the remaining natural areas in the design of the proposed dwellings to limit light spill and pollution.

8.2.2. Native Plantings

All disturbed portions of the subject property should be re-seeded and planted with native non-invasive vegetation immediately following the completion of site works. A qualified biologist or landscape professional should be consulted to ensure that plantings are suitable for the subject property, given its locality and site conditions.

8.2.3. Perimeter Control

A silt fence should be erected prior to the onset of siteworks and must remain in place for the duration of all construction activity. The recommended location of the silt fence is depicted on Figure 3, however, is subject to change at the time that a site plan is prepared. We recommend diligent monitoring of said fence throughout the entirety of the development to ensure the integrity of the fence does not fail.

8.2.4. Preventing Entry of Deleterious Substances in Aquatic Feature(s)

Deleterious substances should never be deposited and/or enter aquatic features. A response plan should be prepared prior to the onset of site works and an emergency spill kit should be kept on-site during site activities. All machinery should be kept in a clean condition and free of fluid leaks. Washing, fueling and servicing machinery should not be completed in or near (i.e., up to 30 m) of aquatic features.

8.2.5. Sensitive Timing Window

As a precaution to protect breeding birds, tree-clearing and vegetation removal should not occur between April 5 and August 28 of any given year unless otherwise directed by a qualified biologist at the time of site works.

8.2.6. Wildlife Encounters

Any wildlife encountered during site clearing or subsequent construction activities should be allowed to exit the site on their own, via safe routes. Construction staff should not attempt to capture or handle most kinds of wildlife, unless an animal is in imminent peril or is injured and cannot wait for rescue by qualified personnel. Improper handling can result in injuries to both workers and wildlife, and may in some cases contravene provincial or federal legislation. Removal

and relocation of mammals, in particular, should only be done by qualified wildlife service providers working in accordance with applicable laws (i.e., *Fish and Wildlife Conservation Act*). Observation records should include the observer's name, date and time, species, location (descriptive and georeferenced), photographs, and action taken.

9.0 References

- Banton, Erin, J. Johnson, H. Lee, G. Racey, P. Uhlig, and M. Wester, 2009 (Banton *et al*, 2009). Ecosites of Ontario, Operational Draft, April 20th, 2009. Ontario Ministry of Natural Resources, Ecological Classification Working Group.
- County of Peterborough Official Plan (office consolidation 2022).
- Ministry of Natural Resources and Forestry, 2014 (MNRF, 2014). Draft Survey Protocol for Eastern Meadowlark (*Sturnella magna*) in Ontario.
- Ministry of Natural Resources and Forestry, 2015 (MNRF, 2015). Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E.
- Ministry of Public Infrastructure Renewal (MPIR), 2020. Growth Plan for the Greater Golden Horseshoe.
- R.S.C., 1985. c. F-14. Fisheries Act.
- R.S.O. 1990, c. P.13, Section 3. Provincial Policy Statement.
- S.O. 1997, c. 41. Fish and Wildlife Conservation Act.
- S.O. 2007, c. 6. Endangered Species Act.
- Township of Havelock-Belmont-Methuen Official Plan (office consolidation 2015).

Limitations:

This report was prepared using a sample site plan provided by Darryl J. Tighe. The conclusion and recommendations provided herein may no longer be applicable should changes be made to the location of the severed lot(s) following submission of this report. The assessment provided herein is valid at the time of inspection.

Disclaimer:

Other than by the addressee, copying or distribution of this document, in whole or in part, is not permitted without the express written consent of Sumac Environmental Consulting.







Table 1: Vascular Plant Inventory

Scientific Name	Common Name	Vegetation Community ^A										S-Rank ^B	G-Rank ^C	Provincially Tracked	Species at Risk Status		Non-native	Coefficient of Wetness	
		G094N	G096S	G103sTt	G103Tt	G133Tt	G141S	G150N	G155X	G223Tt	Maintained Area				Provincial ^D	Federal ^E			
<i>Abies balsamea</i>	Balsam Fir			✓	✓	✓							S5	G5					-3
<i>Acer rubrum</i>	Red Maple			✓	✓	✓							S5	G5					0
<i>Acer saccharum</i>	Sugar Maple	✓	✓	✓	✓								S5	G5					3
<i>Achillea millefolium</i>	Common Yarrow	✓											SNA	G5				SE5?	3
<i>Actaea pachypoda</i>	White baneberry			✓		✓						✓	S5	G5					5
<i>Ambrosia artemisiifolia</i>	Common Ragweed											✓	S5	G5					3
<i>Amphicarpaea bracteata</i>	American Hog-peanut				✓	✓							S5	G5					0
<i>Anemonastrum canadense</i>	Canada Anemone				✓							✓	S5	G5					-3
<i>Anemone virginiana</i>	Tall Anemone	✓											S5	G5					3
<i>Apocynum androsaemifolium</i>	Spreading Dogbane												S5	G5					5
<i>Aralia nudicaulis</i>	Wild Sarsaparilla				✓								S5	G5					3
<i>Arisaema triphyllum</i>	jack-in-the-pulpit				✓	✓							S5	G5					-3
<i>Asclepias incarnata</i>	Swamp Milkweed							✓					S5	G5					-5
<i>Asclepias syriaca</i>	Common Milkweed	✓											S5	G5					5
<i>Athyrium filix-femina</i>	Common Lady Fern				✓	✓						✓	S5	G5					0
<i>Betula papyrifera</i>	Paper Birch				✓								S5	G5					3
<i>Bidens cernua</i>	Nodding Beggarticks						✓						S5	G5					-5
<i>Boehmeria cylindrica</i>	Small-spike False Nettle					✓						✓	S5	G5					-5
<i>Brasenia schreberi</i>	Watershield									✓			S5	G5					-5
<i>Bromus inermis</i>	Smooth Brome	✓	✓	✓									SNA	G5T5				SE5	5
<i>Calamagrostis canadensis</i>	Bluejoint Reedgrass												S5	G5					-5
<i>Calla palustris</i>	Wild Calla									✓			S5	G5					-5
<i>Carduus nutans</i>	Nodding Thistle											✓	SNA	GNR				SE5	3
<i>Carduus nutans</i>	Nodding Thistle			✓									SNA	GNR				SE5	3
<i>Carex arcuata</i>	Drooping Woodland Sedge				✓								S5	G5					5
<i>Carex blanda</i>	Woodland Sedge											✓	S5	G5					0
<i>Carex crinita</i>	Fringed Sedge					✓			✓				S5	G5					-5
<i>Carex deweyana</i>	Dewey's Sedge											✓	S5	G5					3
<i>Carex gracillima</i>	Graceful Sedge				✓							✓	S5	G5					3
<i>Carex hystericina</i>	Porcupine Sedge						✓	✓					S5	G5					-5
<i>Carex intumescens</i>	Bladder Sedge				✓			✓				✓	S5	G5					-3
<i>Carex pennsylvanica</i>	Pennsylvania Sedge				✓								S5	G5					5
<i>Carex pseudocyperus</i>	Cyperus-like Sedge						✓						S5	G5					-5
<i>Carex radiata</i>	Eastern Star Sedge				✓								S5	G5					0
<i>Carex rosea</i>	Rosy Sedge				✓								S5	G5					5
<i>Carex scoparia</i>	Pointed Broom Sedge				✓							✓	S5	G5					-3
<i>Carex stipata</i>	Awl-fruited Sedge							✓				✓	S5	G5					-5
<i>Carpinus caroliniana</i>	Blue-beech												S5	G5					0

Table 1: Vascular Plant Inventory

Scientific Name	Common Name	Vegetation Community ^A										S-Rank ^B	G-Rank ^C	Provincially Tracked	Species at Risk Status		Non-native	Coefficient of Wetness	
		G094N	G096S	G103sTt	G103Tt	G133Tt	G141S	G150N	G155X	G223Tt	Maintained Area				Provincial ^D	Federal ^E			
<i>Carpinus caroliniana ssp. virginiana</i>	Blue-beech				✓	✓							S5	G5T5					0
<i>Circaea canadensis</i>	Broad-leaved Enchanter's Nightshade					✓							S5	G5					3
<i>Cirsium vulgare</i>	Bull Thistle	✓		✓									SNA	GNR				SE5	3
<i>Claytosmunda claytoniana</i>	Interrupted Fern				✓						✓		S5	G5					0
<i>Comarum palustre</i>	Marsh Cinquefoil									✓			S5	G5					-5
<i>Comptonia peregrina</i>	Sweet-fern	✓		✓									S5	G5					5
<i>Convallaria majalis</i>	European Lily-of-the-valley				✓								SNA	G5				SE5	5
<i>Coptis trifolia</i>	Goldthread				✓								S5	G5					-3
<i>Cornus racemosa</i>	Grey Dogwood										✓		S5	G5					0
<i>Cornus sericea</i>	Red-osier Dogwood	✓		✓		✓					✓		S5	G5					-3
<i>Corylus cornuta</i>	Beaked Hazelnut				✓	✓							S5	G5					3
<i>Cystopteris bulbifera</i>	Bulblet Bladder Fern										✓		S5	G5					-3
<i>Dactylis glomerata</i>	Orchard Grass	✓		✓									SNA	GNR				SE5	3
<i>Daucus carota</i>	Wild Carrot	✓	✓										SNA	GNR				SE5	5
<i>Dianthus armeria</i>	Deptford Pink	✓											SNA	GNR				SE5	5
<i>Drasera rotundifolia</i>	Round-leaved sundew						✓						S5	G5					-5
<i>Dryopteris cristata</i>	Crested Wood Fern					✓							S5	G5					-5
<i>Dryopteris intermedia</i>	Evergreen Wood Fern				✓	✓							S5	G5					0
<i>Dryopteris marginalis</i>	Marginal Wood Fern				✓								S5	G5					3
<i>Dulichium arundinaceum</i>	Three-way Sedge						✓	✓					S5	G5					-5
<i>Echium vulgare</i>	Common Viper's Bugloss	✓	✓										SNA	GNR				SE5	5
<i>Eleocharis acicularis</i>	Needle Spikerush						✓						S5	G5					-5
<i>Equisetum arvense</i>	Field Horsetail										✓		S5	G5					0
<i>Equisetum sylvaticum</i>	Woodland Horsetail										✓		S5	G5					-3
<i>Erigeron philadelphicus</i>	Philadelphia Fleabane	✓	✓	✓									S5	G5	✓				-3
<i>Eriophorum virginicum</i>	Tawny Cottongrass						✓						S5	G5					-5
<i>Euthamia graminifolia</i>	Grass-leaved Goldenrod			✓		✓					✓		S5	G5					0
<i>Eutrochium maculatum</i>	Spotted Joe Pye Weed										✓		S5	G5					-5
<i>Fagus grandifolia</i>	American beech					✓							S4	G5					3
<i>Fragaria virginiana</i>	Wild Strawberry				✓								S5	G5					3
<i>Fraxinus americana</i>	White Ash	✓	✓	✓	✓								S4	G4					3
<i>Fraxinus nigra</i>	Black Ash					✓					✓		S4	G5	✓	END			-3
<i>Fraxinus pennsylvanica</i>	Red Ash					✓					✓		S4	G4					-3
<i>Galium mollugo</i>	Smooth Bedstraw	✓		✓									SNA	GNR				SE5	5
<i>Galium palustre</i>	Common Marsh Bedstraw						✓				✓		S5	G5					-5
<i>Galium triflorum</i>	Three-flowered Bedstraw				✓						✓		S5	G5					3
<i>Glyceria striata</i>	Fowl Mannagrass										✓		S5	G5					-5
<i>Gymnocarpium dryopteris</i>	Common Oak Fern				✓	✓							S5	G5					3

Table 1: Vascular Plant Inventory

Scientific Name	Common Name	Vegetation Community ^A									S-Rank ^B	G-Rank ^C	Provincially Tracked	Species at Risk Status		Non-native	Coefficient of Wetness	
		G094N	G096S	G103sTt	G103Tt	G133Tt	G141S	G150N	G155X	G223Tt				Maintained Area	Provincial ^D			Federal ^E
<i>Hydrocotyle americana</i>	American Water Pennywort					✓						S4S5	G5					-5
<i>Hypericum perforatum</i>	Common St. John's-wort	✓										SNA	GNR				SE5	5
<i>Ilex verticillata</i>	Common Winterberry					✓			✓			S5	G5					-3
<i>Impatiens capensis</i>	Spotted Jewelweed					✓			✓			S5	G5					-3
<i>Juglans nigra</i>	Black Walnut	✓										S4?	G5					3
<i>Juncus effusus</i>	Soft Rush							✓				S5	G5					-5
<i>Juniperus virginiana</i>	Eastern Red Cedar			✓								S5	G5					3
<i>Laportea canadensis</i>	Canada Wood Nettle									✓		S5	G5					-3
<i>Larix laricina</i>	Tamarack									✓		S5	G5					-3
<i>Lathyrus latifolius</i>	Everlasting Pea	✓										SNA	GNR				SE4	5
<i>Lemna minor</i>	Small Duckweed								✓			S5	G5					-5
<i>Leucanthemum vulgare</i>	Oxeye Daisy											SNA	GNR				SE5	5
<i>Linaria vulgaris</i>	Butter-and-Eggs	✓										SNA	GNR				SE5	5
<i>Lolium Perenne</i>	Perennial Ryegrass			✓								SNA	GNR				SE4	3
<i>Lonicera tatarica</i>	Tatarian Honeysuckle	✓										SNA	GNR				SE5	3
<i>Lotus corniculatus</i>	Garden Bird's-foot Trefoil	✓										SNA	GNR				SE5	3
<i>Lycopus americanus</i>	American Water-horehound									✓		S5	G5					-5
<i>Lysimachia terrestris</i>	Swamp Yellow Loosestripe						✓					S5	G5					-5
<i>Lythrum salicaria</i>	Purple Loosestripe							✓				SNA	G5				SE5	-5
<i>Maianthemum canadense</i>	Wild Lily-of-the-valley				✓							S5	G5					3
<i>Matteuccia struthiopteris</i>	Ostrich Fern				✓							S5	G5					0
<i>Medicago lupulina</i>	Black Medick	✓										SNA	GNR				SE5	3
<i>Melilotus albus</i>	White Sweet-clover	✓								✓		SNA	G5				SE5	3
<i>Monarda fistulosa</i>	Wild Bergamot											S5	G5	✓				3
<i>Monotropa uniflora</i>	Indian-pipe				✓							S5	G5					3
<i>Nabalus altissimus</i>	Tall Rattlesnakeroot			✓								S5	G5					3
<i>Nasturtium officinale</i>	Watercress									✓		SNA	GNR				SE	-5
<i>Nymphaea odorata</i>	Fragrant Water-lily											S5	G5					-5
<i>Onoclea sensibilis</i>	Sensitive Fern				✓	✓		✓	✓			S5	G5					-3
<i>Oryzopsis asperifolia</i>	Rough-leaved Mountain Rice					✓						S5	G5					5
<i>Osmunda regalis var. spectabilis</i>	Royal Fern					✓		✓				S5	G5T5					-5
<i>Ostrya Virginiana</i>	Eastern Hop-hornbeam					✓						S5	G5					3
<i>Oxalis stricta</i>	Upright Yellow Wood-sorrel									✓		SNA	G5				SE5	3
<i>Oxalis stricta</i>	Upright Yellow Wood-sorrel					✓						SNA	G5				SE5	3
<i>Parathelypteris noveboracensis</i>	New York Fern				✓	✓		✓	✓			S4S5	G5					0
<i>Parthenocissus quinquefolia</i>	Virginia Creeper					✓				✓		S4?	G5					3
<i>Phleum pratense</i>	Common Timothy	✓										SNA	GNR				SE5	3
<i>Picea glauca</i>	White Spruce	✓	✓		✓					✓		S5	G5					3

Table 1: Vascular Plant Inventory

Scientific Name	Common Name	Vegetation Community ^A										S-Rank ^B	G-Rank ^C	Provincially Tracked	Species at Risk Status		Non-native	Coefficient of Wetness	
		G094N	G096S	G103sTt	G103Tt	G133Tt	G141S	G150N	G155X	G223Tt	Maintained Area				Provincial ^D	Federal ^E			
<i>Picea mariana</i>	Black Spruce					✓							S5	G5					-3
<i>Pinus strobus</i>	Eastern White Pine		✓	✓	✓	✓							S5	G5					3
<i>Plantago major</i>	Common Plantain											✓	SNA	G5				SE5	3
<i>Poa compressa</i>	Canada Bluegrass	✓		✓									SNA	GNR				SE5	3
<i>Poa pratensis</i>	Kentucky bluegrass										✓		S5	G5	✓				3
<i>Pogonia ophioglossoides</i>	Rose Pogonia						✓						S4S5	G5					-5
<i>Polygonatum pubescens</i>	Hairy Solomon's Seal				✓								S5	G5					5
<i>Polypodium virginianum</i>	Rock Polypody				✓								S5	G5					5
<i>Populus balsamifera</i>	Balsam Poplar	✓		✓									S5	G5					-3
<i>Populus grandidentata</i>	large-toothed Aspen				✓	✓							S5	G5					5
<i>Populus grandidentata</i>	Large-toothed Aspen				✓								S5	G5					5
<i>Populus tremuloides</i>	Trembling Aspen		✓		✓								S5	G5					0
<i>Potentilla recta</i>	Sulphur Cinquefoil										✓		SNA	GNR				SE5	5
<i>Prunus pensylvanica</i>	Pin Cherry	✓		✓									S5	G5					3
<i>Prunus virginiana</i>	Chokecherry			✓	✓						✓		S5	G5					3
<i>Pteridium aquilinum</i>	Bracken Fern	✓		✓	✓								S5	G5					3
<i>Quercus alba</i>	White oak				✓								S5	G5					3
<i>Quercus rubra</i>	Northern Red Oak			✓	✓						✓		S5	G5					3
<i>Ranunculus acris</i>	Common Buttercup	✓											SNA	G5				SE5	0
<i>Rhus typhina</i>	Staghorn Sumac	✓	✓										S5	G5					3
<i>Ribes cynosbati</i>	Eastern Prickly Gooseberry	✓		✓	✓								S5	G5					3
<i>Rubus allegheniensis</i>	Allegheny Blackberry	✓		✓									S5	G5					3
<i>Rubus idaeus ssp. strigosus</i>	North American Red Raspberry	✓									✓		S5	G5T5					3
<i>Rubus occidentalis</i>	Black Raspberry	✓											S5	G5					5
<i>Rubus odoratus</i>	Purple-flowering Raspberry	✓											S5	G5					5
<i>Rudbeckia hirta</i>	Black-eyed Susan	✓											S5	G5					3
<i>Rumex acetosella</i>	Sheep Sorrel	✓											SNA	GNR				SE5	3
<i>Rumex verticillatus</i>	Swamp Dock												S4	G5					-5
<i>Sagittaria latifolia</i>	Broad-leaved Arrowhead						✓						S5	G5					-5
<i>Salix bebbiana</i>	Bebb's Willow					✓					✓		S5	G5					-3
<i>Salix discolor</i>	Pussy Willow					✓					✓		S5	G5					-3
<i>Silene vulgaris</i>	Bladder Campion	✓											SNA	GNR				SE5	5
<i>Smilax tannoides</i>	Bristly Greenbriar			✓	✓						✓		S5	G5					0
<i>Solidago canadensis</i>	Canada Goldenrod	✓											S5	G5					3
<i>Solidago rugosa</i>	Rough-stemmed goldenrod			✓	✓						✓		S5	G5					0
<i>Sparganium americanum</i>	American Burreed						✓						S5	G5					-5
<i>Spiraea alba</i>	White Meadowsweet							✓	✓	✓			S5	G5					-3
<i>Symphotrichum novae-angliae</i>	New England Aster	✓		✓							✓		S5	G5					-3

Table 1: Vascular Plant Inventory

Scientific Name	Common Name	Vegetation Community ^A										S-Rank ^B	G-Rank ^C	Provincially Tracked	Species at Risk Status		Non-native	Coefficient of Wetness		
		G094N	G096S	G103sTt	G103Tt	G133Tt	G141S	G150N	G155X	G223Tt	Maintained Area				Provincial ^D	Federal ^E				
<i>Symphytotrichum puniceum</i>	Purple-stemmed Aster					✓						✓		S5	G5					-5
<i>Taraxacum officinale</i>	Common Dandelion	✓												SNA	G5				SE5	3
<i>Taxus canadensis</i>	Canada Yew				✓									S4	G5					3
<i>Thalictrum dioicum</i>	Early Meadow-rue			✓										S5	G5					3
<i>Thelypteris palustris var. pubescens</i>	Eastern Marsh Fern				✓			✓						S5	G5T5					-3
<i>Thuja occidentalis</i>	Eastern White Cedar				✓	✓					✓			S5	G5					-3
<i>Toxicodendron radicans var. rydbergii</i>	Western Poison Ivy				✓						✓	✓		S5	G5					0
<i>Tragopogon dubius</i>	Yellow Goatsbeard	✓												SNA	GNR			SE5		5
<i>Tragopogon pratensis</i>	Meadow Goatsbeard	✓										✓		SNA	GNR			SE5		5
<i>Triadenum fraseri</i>	Fraser's St. John's-wort							✓						S5	G5					-5
<i>Trifolium aureum</i>	Yellow Clover	✓	✓											SNA	GNR			SE5		5
<i>Trifolium pratense</i>	Red Clover	✓												SNA	GNR			SE5		3
<i>Trifolium repens</i>	White Clover	✓												SNA	GNR			SE5		3
<i>Trillium grandiflorum</i>	White Trillium			✓	✓	✓						✓		S5	G5					3
<i>Typha angustifolia</i>	Narrow-leaved Cattail											✓		SNA	G5			SE5		-5
<i>Typha latifolia</i>	Broad-leaved Cattail							✓						S5	G5					-5
<i>Ulmus americana</i>	White Elm				✓	✓						✓		S5	G4					-3
<i>Uvularia grandiflora</i>	Large-flowered Bellwort				✓									S5	G5					5
<i>Vaccinium angustifolium</i>	Early Lowbush Blueberry				✓									S5	G5					3
<i>Verbascum thapsus</i>	Common Mullein	✓												SNA	GNR			SE5		5
<i>Verbena hastata</i>	Blue Vervain	✓				✓								S5	G5					-3
<i>Veronica officinalis</i>	Common Speedwell	✓	✓	✓										SNA	G5			SE5		5
<i>Viburnum acerifolium</i>	Maple-leaved Viburnum				✓									S5	G5					5
<i>Viburnum rafinesqueanum</i>	Downy Arrowwood				✓	✓								S5	G5					5
<i>Vicia cracca</i>	Tufted Vetch	✓												SNA	GNR			SE5		5
<i>Vincetoxicum rossicum</i>	European Swallowwort			✓										SNA	GNR			SE5		5
<i>Viola pubescens</i>	Yellow Violet											✓		S5	G5					3
<i>Viola sororia</i>	Woolly Blue Violet					✓								S5	G5					0
<i>Vitis riparia</i>	Riverbank Grape	✓												S5	G5					0
<i>Zanthoxylum americanum</i>	Common Prickly-ash				✓									S5	G5					3

^ARefer to Figure 2 for Ecological Land Classification descriptors.
^BProvincial Ranking Status. Definitions of each S-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_SRANK.htm.
^CGlobal Ranking Status. Definitions of each G-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_GRANK.htm.
^DSpecies at Risk status as per the O. Reg. 230/08.
^ESpecies at Risk status as per the *Species at Risk Act (S.C. 2002, c.29)*.

Table 2: Bird Inventory

Scientific Name	Common Name	Point Count Station														Incidental	Location	Breeding ^A	S-Rank ^B	G-Rank ^C	Species at Risk Status	
		1		2		3		4		5		6		7							Provincial ^D	Federal ^E
		06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023							
<i>Geothlypis trichas</i>	Common Yellowthroat	S ^F (1) ^G															Adj. Lands	Possible	S5B,S3N	G5		
<i>Piranga olivacea</i>	Scarlet Tanager	S(1)						S(1)									On Site	Possible	S5B	G5		
<i>Mniotilta varia</i>	Black-and-white Warbler	S(1)		S(1)			S(1)										On Site	Possible	S5B	G5		
<i>Agelaius phoeniceus</i>	Red-winged Blackbird	S(2)	T(1), S(2)														On Site	Probable	S5	G5		
<i>Zenaidura macroura</i>	Mourning Dove	S(1)															On Site	Possible	S5	G5		
<i>Troglodytes hiemalis</i>	Winter Wren	S(1)		S(1)		S(1)				S(1)	T(1)						On Site	Probable	S5B,S4N	G5		
<i>Myiarchus crinitus</i>	Great Crested Flycatcher	S(2)															On Site	Possible	S5B	G5		
<i>Spizella passerina</i>	Chipping Sparrow	S(1)															Adj. Lands	Possible	S5B,S3N	G5		
<i>Melospiza melodia</i>	Song Sparrow	S(1)	S(1)														On Site	Probable	S5	G5		
<i>Turdus migratorius</i>	American Robin	A(1)	S(2),H(1)		S(1),H(1)				S(2)		S(2)	P(2),S(1)	S(1)				On Site	Probable	S5	G5		
<i>Vireo olivaceus</i>	Red-eyed Vireo	S(1)		S(1)	T(1)	S(1)		S(1)		S(1)							On Site	Probable	S5B	G5		
<i>Icterus galbula</i>	Baltimore Oriole	A(1)															On Site	Probable	S4B	G5		
<i>Troglodytes aedon</i>	House Wren	N(1)	S(1)														On Site	Confirmed	S5B	G5		
<i>Tachycineta bicolor</i>	Tree Swallow	NB(1)															On Site	Confirmed	S4S5B	G5		
<i>Sitta carolinensis</i>	White-breasted Nuthatch		S(1)						S(1)								On Site	Possible	S5	G5		
<i>Vireo gilvus</i>	Warbling Vireo		S(1)														On Site	Possible	S5B	G5		
<i>Corvus brachyrhynchos</i>	American Crow		S(2)							S(1)							On Site	Possible	S5	G5		
<i>Passerina cyanea</i>	Indigo Bunting		S(2)														On Site	Possible	S5B	G5		
<i>Haemorhous purpureus</i>	Purple Finch		S(1)		S(1)												On Site	Possible	S5	G5		
<i>Certhia americana</i>	Brown Creeper		S(1)	S(1)			S(1)										On Site	Possible	S5	G5		
<i>Parkesia noveboracensis</i>	Northern Waterthrush		S(1)														On Site	Possible	S5B	G5		
<i>Catharus guttatus</i>	Hermit Thrush			S(1)		S(1)		S(1)									On Site	Possible	S5B,S4N	G5		
<i>Leiothlypis ruficapilla</i>	Nashville Warbler			S(1)													On Site	Possible	S5B	G5		
<i>Cyanocitta cristata</i>	Blue Jay				A(1)	S(1)											On Site	Probable	S5	G5		
<i>Bonasa umbellus</i>	Ruffed Grouse				H(1)												On Site	Possible	S5	G5		
<i>Poecile atricapillus</i>	Black-capped Chickadee				S(1)			S(2)	S(2)								On Site	Possible	S5	G5		
<i>Sitta canadensis</i>	Red-breasted Nuthatch				S(1)												On Site	Possible	S5	G5		
<i>Setophaga pinus</i>	Pine Warbler				S(1)				S(1)		S(1)						On Site	Possible	S5B,S3N	G5		
<i>Buteo platypterus</i>	Broad-winged Hawk					DD(1)	S(1)										On Site	Confirmed	S5B	G5		
<i>Contopus virens</i>	Eastern Wood-pewee					S(1)	T(1)	S(2)									On Site	Probable	S4B	G5	SC	SC
<i>Seiurus aurocapilla</i>	Ovenbird					S(1)	T(1)	S(2)			S(1)						On Site	Probable	S5B	G5		
<i>Setophaga virens</i>	Black-throated Green Warbler						S(1)										On Site	Possible	S5B	G5		
<i>Setophaga ruticilla</i>	American Redstart										S(1)						On Site	Possible	S5B	G5		
<i>Melospiza georgiana</i>	Swamp Sparrow										S(1)		S(1)	T(1)			On Site	Probable	S5B,S4N	G5		
<i>Colaptes auratus</i>	Northern Flicker										S(2)						On Site	Possible	S5	G5		
<i>Sayornis phoebe</i>	Eastern Phoebe										S(1)			S(1)	T(1)		On Site	Probable	S5B	G5		
<i>Spinus tristis</i>	American Goldfinch													S(1)			On Site	Possible	S5	G5		
<i>Tyrannus tyrannus</i>	Eastern Kingbird													S(1)			Adj. Lands	Possible	S4B	G5		

Table 2: Bird Inventory

Scientific Name	Common Name	Point Count Station														Incidental	Location	Breeding ^A	S-Rank ^B	G-Rank ^C	Species at Risk Status		
		1		2		3		4		5		6		7							Provincial ^D	Federal ^E	
		06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023	06/16/2023	07/06/2023								
<i>Pheucticus ludovicianus</i>	Rose-Breasted Grosbeak															S(1)		On Site	Possible	S5B	G5		
<i>Melanerpes carolinus</i>	Red-Bellied Woodpecker															S(1)		Adj. Lands	Possible	S5	G5		
<i>Dryocopus pileatus</i>	Pileated Woodpecker															S(1)	✓	On Site	Possible	S5	G5		

^ABreeding Evidence as per Ontario Breeding Bird Atlas: Guide for Participants (March 2001)

^BProvincial Ranking Status. Definitions of each S-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_SRANK.htm.

^CGlobal Ranking Status. Definitions of each G-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_GRANK.htm.

^DSpecies at Risk status as per the O. Reg. 230/08.

^ESpecies at Risk status as per the *Species at Risk Act (S.C. 2002, c.29)*.

^FBreeding Code as per Ontario Breeding Bird Atlas: Guide for Participants (March 2001)

^GNumber of individuals observed

Table 3: Species at Risk Habitat Assessment

Species Grouping	Common Name	Scientific Name	Provincial Status ^A	Federal Status ^B	SAR Habitat Assessment
Birds	Bald Eagle	<i>Haliaeetus leucocephalus</i>	Special Concern	Not Listed	Candidate. Although no nests of bald eagle were observed on the subject property, this species has the potential to occur on the subject property due to the presence of relatively undisturbed forest in connectivity with highly productive waterbodies.
Birds	Bank Swallow	<i>Riparia riparia</i>	Threatened	Threatened	Absent. No candidate nesting sites for bank swallow identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Barn Swallow	<i>Hirundo rustica</i>	Special Concern	Threatened	Absent. No candidate nesting sites for barn swallow identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Black Tern	<i>Chlidonias niger</i>	Special Concern	Not Listed	Absent. No suitable wetland habitat for black tern identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Bobolink	<i>Dolichonyx oryzivorus</i>	Threatened	Threatened	Absent. No suitable grassland habitat for bobolink identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Canada Warbler	<i>Cardellina canadensis</i>	Special Concern	Threatened	Absent. Although the G223Tt and G133Tt communities contain favorable habitat features for Canada warbler, this species was not observed during the dawn breeding bird surveys.
Birds	Cerulean Warbler	<i>Setophaga cerulea</i>	Threatened	Endangered	Absent. Although the G103Tt community contain favorable habitat features for Cerulean warbler, this species was not observed during the dawn breeding bird surveys.
Birds	Chimney Swift	<i>Chaetura pelagica</i>	Threatened	Threatened	Absent. No candidate nesting sites for chimney swift identified on the subject property.
Birds	Common Nighthawk	<i>Chordeiles minor</i>	Special Concern	Special Concern	Absent. No suitable open habitat for common nighthawk identified on the subject property.
Birds	Eastern Meadowlark	<i>Sturnella magna</i>	Threatened	Threatened	Absent. No suitable grassland habitat for Eastern meadowlark identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Eastern Whip-poor-will	<i>Antrostomus vociferus</i>	Threatened	Threatened	Absent. No suitable habitat for Eastern whip-poor-will identified on the subject property.
Birds	Eastern Wood-pewee	<i>Contopus virens</i>	Special Concern	Special Concern	Confirmed. Eastern wood-pewee were observed with probable breeding evidence in the G103Tt community.
Birds	Evening Grosbeak	<i>Coccothraustes vespertinus</i>	Special Concern	Special Concern	Absent. No suitable habitat for evening grosbeak identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Golden-winged Warbler	<i>Vermivora chrysoptera</i>	Special Concern	Threatened	Absent. No suitable habitat for golden-winged warbler identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Grasshopper Sparrow	<i>Ammodramus savannarum pratensis</i>	Special Concern	Special Concern	Absent. No suitable grassland habitat for grasshopper sparrow identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Least Bittern	<i>Ixobrychus exilis</i>	Threatened	Threatened	Absent. No suitable wetland habitat for least bittern identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Lesser Yellowlegs	<i>Tringa flavipes</i>	Threatened	Not Listed	Absent. No suitable shore habitat for lesser yellowlegs identified on the subject property.

Table 3: Species at Risk Habitat Assessment

Species Grouping	Common Name	Scientific Name	Provincial Status ^A	Federal Status ^B	SAR Habitat Assessment
Birds	Olive-sided Flycatcher	<i>Contopus cooperi</i>	Special Concern	Special Concern	Absent. No suitable habitat for olive-sided flycatcher identified on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Peregrine Falcon	<i>Falco peregrinus</i>	Special Concern	Special Concern	Absent. No candidate cliffs or ledges for peregrine falcon identified on the subject property.
Birds	Red-headed Woodpecker	<i>Melanerpes erythrocephalus</i>	Endangered	Endangered	Absent. No signs of red-headed woodpecker or nesting cavities for said species identified on the subject property.
Birds	Rusty Blackbird	<i>Euphagus carolinus</i>	Special Concern	Special Concern	Absent. No suitable forest/wetland habitat for rusty blackbird identified on the subject property.
Birds	Wood Thrush	<i>Hylocichla mustelina</i>	Special Concern	Threatened	Absent. Although the G133Tt and G223Tt communities contain favourable habitat features for wood thrush, this species was not observed during the dawn breeding bird surveys nor through incidental occurrence.
Insects	Monarch	<i>Danaus plexippus</i>	Special Concern	Special Concern	Confirmed. Monarch only breed in habitats with milkweed. Milkweed was encountered in the G141S and G094N communities. The G094N community contained an abundance of nectar sources for adult monarch. Adult monarch were observed in the G094N community. Given this information, monarch habitat may include both the G141S and G094N communities.
Mammals	Eastern Small-footed Myotis	<i>Myotis leibii</i>	Endangered	Not Listed	Absent. No rock or features with the potential of functioning as suitable maternity roosting habitat for Eastern small-footed myotis identified on the subject property.
Mammals	Little Brown Myotis	<i>Myotis lucifugus</i>	Endangered	Endangered	Candidate. Day/maternity roosting habitat for little brown myotis may include the existing structure located at the northern portion of the subject property, as well as, the G103Tt community, G133Tt community and G223Tt community. Foraging habitat may include forest edge and aquatic features, should this species be present.
Mammals	Northern Myotis	<i>Myotis septentrionalis</i>	Endangered	Endangered	Candidate. Day/maternity roosting habitat for Northern myotis may include the G103Tt community, G133Tt community and G223Tt community. Foraging habitat may include forest edge and aquatic features, should this species be present.
Mammals	Tri-colored Bat	<i>Perimyotis subflavus</i>	Endangered	Endangered	Candidate. Day/maternity roosting habitat for tri-colored bat may include the G103Tt community, G133Tt community and G223Tt community. Foraging habitat may include forest edge and aquatic features, should this species be present.
Reptiles	Blanding's Turtle	<i>Emydoidea blandingii</i>	Threatened	Endangered	Candidate. The G141S community has the potential to function as aquatic habitat for Blanding's turtle given the estimated water levels and abundance of emergent vegetation.
Reptiles	Common Five-lined Skink (Southern Shield population)	<i>Plestiodon fasciatus</i>	Special Concern	Special Concern	Absent. No rock features exhibiting suitable habitat features/conditions for five-lined skink identified on the subject property.

Table 3: Species at Risk Habitat Assessment

Species Grouping	Common Name	Scientific Name	Provincial Status ^A	Federal Status ^B	SAR Habitat Assessment
Reptiles	Eastern Hog-nosed Snake	<i>Heterodon platirhinos</i>	Threatened	Threatened	Candidate. Favorable food source of Eastern hog-nosed snake, American toad, have the potential of occurring in or near the G133Tt, G141S, G150N, G155X and G223Tt communities. That being said, the portion of naturalized area on the subject property is not anticipated to function as significant habitat for Eastern hog-nosed snake (should this species be present), given the extent of closed canopy in forested areas, dense vegetation in open habitat areas and lack of sun-exposed dry/sandy substrates and basking features that would otherwise support essential life processes (e.g., thermoregulation, gestation) for this species.
Reptiles	Eastern Musk Turtle	<i>Sternotherus odoratus</i>	Special Concern	Special Concern	Candidate. The G141S community has the potential to function as aquatic habitat for Eastern musk turtle given the estimated water levels and abundance of emergent vegetation.
Reptiles	Eastern Ribbonsnake	<i>Thamnophis sauritus</i>	Special Concern	Special Concern	Candidate. Eastern ribbonsnake have the potential to occur in or near the G141S and G150N communities.
Reptiles	Snapping Turtle	<i>Chelydra serpentina</i>	Special Concern	Special Concern	Candidate. The G141S and G150N communities have the potential to function as aquatic habitat for snapping turtle given the estimated water levels and abundance of emergent vegetation.
Vascular Plants	Butternut	<i>Juglans cinerea</i>	Endangered	Endangered	Absent. No butternut encountered on the subject property.
Vascular Plants	Black Ash	<i>Fraxinus nigra</i>	Endangered	Threatened	Confirmed. Several black ash were identified in the G133Tt and G223Tt communities.

^AClassification of species as they are anticipated to appear on the updated O. Reg. 230/08 Species at Risk Ontario (SARO) list on January 25, 2023.

^BClassification of species as they appear on Schedule 1 of the Species at Risk Act.

Table 4: Significant Wildlife Habitat Assessment
 Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (MNRF, 2015)

Wildlife Category	Wildlife Habitat	SWH Assessment
Seasonal Concentration Areas of Animals	Waterfowl Stopover and Staging Areas (Terrestrial) Rationale: Habitat important to migrating waterfowl.	Absent. Although an appropriate ELC ecosite to be considered as the SWH, Waterfowl Stopover and Staging Area (terrestrial), was identified on the subject property (i.e., G094N community), aerial imagery from May (2015), May (2016), April (2017) and May (2018) are not suggestive of spring sheet water accumulation in this area.
Seasonal Concentration Areas of Animals	Waterfowl Stopover and Staging Areas (Aquatic) Rationale: Important for local and migrant waterfowl populations during the spring or fall migration or both periods combined. Sites identified are usually only one of a few in the eco-district.	Absent. Although an appropriate ELC ecosite to be considered as the SWH, Waterfowl Stopover and Staging Area (aquatic), was identified on the subject property (i.e., G150N community), this area does not likely contain an adequate supply of emergent vegetation to support the required amount of waterfowl use.
Seasonal Concentration Areas of Animals	Shorebird Migratory Stopover Area Rationale: High quality shorebird stopover habitat is extremely rare and typically has a long history of use.	Absent. None of the appropriate ELC Ecosites to be considered as the SWH, Shorebird Migratory Stopover Area, were identified on the subject property.
Seasonal Concentration Areas of Animals	Raptor Wintering Area Rationale: Sites used by multiple species, a high number of individuals and used annually are most significant.	Absent. The subject property does not likely contain an adequate amount of 'field' habitat contiguous with idle/fallow fields to function as the SWH, Raptor Wintering Area.
Seasonal Concentration Areas of Animals	Bat Hibernacula Rationale: Bat hibernacula are rare habitats in all Ontario landscapes.	Absent. No candidate bat hibernacula was observed on the subject property.
Seasonal Concentration Areas of Animals	Bat Maternity Colonies Rationale: Known locations of forested bat maternity colonies are extremely rare in all Ontario landscapes.	Candidate. The G133T community has the potential to function as the SWH, Bat Maternity Colonies.
Seasonal Concentration Areas of Animals	Turtle Wintering Areas Rationale: Generally sites are the only known sites in the area. Sites with the highest number of individuals are most significant.	Candidate. The G141S and G150N communities have the potential to function as the SWH, Turtle Wintering Area.
Seasonal Concentration Areas of Animals	Reptile Hibernaculum Rationale: Generally sites are the only known sites in the area. Sites with the highest number of individuals are most significant.	Absent. No candidate reptile hibernaculum identified on the subject property.
Seasonal Concentration Areas of Animals	Colonially - Nesting Bird Breeding Habitat (Bank and Cliff) Rationale: Historical use and number of nests in a colony make this habitat significant. An identified colony can be very important to local populations. All	Absent. No banks or cliffs with the potential of functioning as the SWH, Colonially - Nesting Bird Breeding Habitat (Bank and Cliff), observed on the subject property.
Seasonal Concentration Areas of Animals	Colonially - Nesting Bird Breeding Habitat (Tree/Shrubs) Rationale: Large colonies are important to local bird population, typically sites are only known colony in area and are used annually.	Absent. No candidate nests of great blue heron or black-crowned night-heron observed on the subject property.

Table 4: Significant Wildlife Habitat Assessment
 Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (MNR, 2015)

Wildlife Category	Wildlife Habitat	SWH Assessment
Seasonal Concentration Areas of Animals	Colonially - Nesting Bird Breeding Habitat (Ground) Rationale: Colonies are important to local bird population, typically sites are only known colony in area and are used annually.	Absent. The subject property is not located on a rocky island or peninsula within a lake or large river.
Seasonal Concentration Areas of Animals	Deer Yarding Areas Rationale: Winter habitat for deer is considered to be the main limiting factor for northern deer populations. In winter, deer congregate in “yards” to survive severe winter conditions. Deer yards typically have a long history of annual use by deer. Sites identified are typically the only known sites in the area.	Absent. No White-tailed Deer Wintering Area has been mapped on the subject property (as per LIO accessed on February 12, 2024).
Rare Vegetation Communities	Beach/ Beach Ridge/Bar/ Sand Dunes Rationale: Uncommon to rare in Ecoregion, some of the best examples are in the North Channel (e.g. Mississagi River delta).	Absent. None of the appropriate ELC ecosites were identified on the subject property.
Rare Vegetation Communities	Shallow Atlantic Coastal Marsh Rationale: Provincially rare communities almost entirely restricted to Ecoregion 5E.	Absent. Although an appropriate ELC ecosite to be considered as the SWH, Shallow Atlantic Coastal Marsh, was identified on the subject property (i.e., G150N community), the indicator species was not encountered in this area.
Rare Vegetation Communities	Cliffs and Talus Slopes Rationale: Uncommon to rare in Ecoregion 5E, Calcium rich, marble cliffs are a much rarer feature.	Absent. No cliff or talus slope was identified on the subject property.
Rare Vegetation Communities	Rock Barren Rationale: Uncommon to rare in Ecoregion.	Absent. No rock barren was identified on the subject property.
Rare Vegetation Communities	Sand Barren Rationale: Uncommon to rare in Ecoregion.	Absent. No sand barren was identified on the subject property.
Rare Vegetation Communities	Alvar Rationale: Alvars are extremely rare habitats in Ecoregion 5E. Most alvars in Ontario are in Ecoregions 6E and 7E. Alvars in 5E are small and highly localized just north of the Palaeozoic-Precambrian contact.	Absent. No alvars were observed on the subject property.
Rare Vegetation Communities	Old Growth Forest Rationale: Due to historic logging practices, extensive old growth forest is rare in the Ecoregion. Interior habitat provided by old growth forests is required by many wildlife species.	Absent. No indication of old-growth forest on the subject property.

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (MNRF, 2015)

Wildlife Category	Wildlife Habitat	SWH Assessment
Rare Vegetation Communities	Bog Rationale: Bogs are a fairly rare vegetation community in Ecoregion 5E.	Absent. No bogs identified on the subject property.
Rare Vegetation Communities	Tallgrass Prairie Rationale: In Ecoregion 5E, there are few if any tallgrass prairie remnants.	Absent. No tallgrass prairies identified on the subject property.
Rare Vegetation Communities	Savannah Rationale: Savannahs are extremely rare habitats in Ontario.	Absent. No savannahs identified on the subject property.
Rare Vegetation Communities	Rare Forest Type: Red Spruce Rationale: Stands containing red spruce trees are rare in Ecoregion 5E.	Absent. None of the appropriate ELC ecosites were identified on the subject property.
Rare Vegetation Communities	Rare Forest Type: White Oak Rationale: Stands containing white oak trees are rare in Ecoregion 5E.	Absent. None of the appropriate ELC ecosites were identified on the subject property.
Specialized Habitats of Wildlife considered SWH	Waterfowl Nesting Area Rationale: Important to local waterfowl populations, sites with greatest number of species and highest number of individuals are significant.	Absent. Generally for waterfowl, uplands, such as grass and shrub habitats, as well as pastureland can provide important nesting habitat. The subject property does not likely contain an adequate amount of the described upland habitat adjacent to mapped wetland exhibiting favorable habitat conditions/features for waterfowl to function as the SWH, Waterfowl Nesting Area.
Specialized Habitats of Wildlife considered SWH	Bald Eagle and Osprey Nesting, Foraging and Perching Habitat Rationale: Nest sites are fairly uncommon in Eco-region 5E and are used annually by these species. Many suitable nesting locations may be lost due to increasing shoreline development pressures and scarcity of habitat.	Absent. No nests of the appropriate species were observed on the subject property, nor has bald eagle nest or osprey nest been documented within 800 m of the subject property (as per data from LIO accessed on February 12, 2024).
Specialized Habitats of Wildlife considered SWH	Woodland Raptor Nesting Habitat Rationale: Nest sites for these species are rarely identified; these area sensitive habitats are often used annually by these species.	Confirmed. A broad-shouldered hawk was observed on the subject property with distraction display and calling near a probable nest of the species. The SWH, Woodland Raptor Nesting Habitat, would include the nest and 100 m radius around the nest (Figure 3).
Specialized Habitats of Wildlife considered SWH	Turtle and Lizard Nesting Areas Rationale: These habitats are rare and when identified will often be the only breeding site for local populations of turtles.	Absent. No significant turtle nesting areas away from the road right-of-way identified on the subject property. Five-lined skink is not anticipated to occur on the subject property (see Table 3).
Specialized Habitats of Wildlife considered SWH	Seeps and Springs Rationale: Seeps/Springs are typical of headwater areas and are often at the source of coldwater streams.	Absent. No seeps or springs observed on the subject property.
Specialized Habitats of Wildlife considered SWH	Aquatic Feeding Habitat Rationale: Aquatic Feeding Habitats are an extremely important habitat component for moose and other wildlife as they supply important nutrients.	Absent. Aquatic Feeding Habitat has not been mapped on the subject property (as per LIO accessed on February 12, 2024).

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (MNRF, 2015)

Wildlife Category	Wildlife Habitat	SWH Assessment
Specialized Habitats of Wildlife considered SWH	Mineral Licks Rationale: Mineral licks are a valuable habitat component but are also very rare on the landscape.	Absent. No mineral licks identified on the subject property.
Specialized Habitats of Wildlife considered SWH	Denning Sites for Mink, Otter, Marten Fisher and Eastern Wolf Rationale: Species are important fur bearing mammals and specific denning habitat is becoming increasingly scarcer due to development pressures.	Absent. No denning sites for mink, otter, marten, fisher or Eastern wolf observed on the subject property.
Specialized Habitats of Wildlife considered SWH	Amphibian Breeding Habitat (Woodland) Rationale: These habitats are extremely important to amphibian biodiversity within a landscape and often represent the only breeding habitat for local amphibian populations.	Candidate. The G103Tt, G133Tt, and G223Tt communities have the potential to function as the SWH, Amphibian Breeding Habitat (Woodland).
Specialized Habitats of Wildlife considered SWH	Amphibian Breeding Habitat (Wetlands) Rationale: Wetlands supporting breeding for these amphibian species are extremely important and fairly rare within Central Ontario landscapes.	Candidate. The G133Tt and G150N communities have the potential to function as the SWH, Amphibian Breeding Habitat (Wetland).
Specialized Habitats of Wildlife considered SWH	Mast Producing Areas Rationale: Mast is a very important food requirement for many wildlife species.	Confirmed. The G103Tt contained an abundance of mature mast producing species (e.g., American beech, white oak and red oak) to be considered as the SWH, Mast Producing Area.
Habitats of Species of Conservation Concern considered SWH	Marsh Breeding Bird Habitat Rationale: Wetlands for these bird species are very productive and rare in Central Ontario landscapes.	Candidate. The G141S and G150N communities have the potential to function as the SWH, Marsh Breeding Bird Habitat.
Habitats of Species of Conservation Concern considered SWH	Open Country Bird Breeding Habitat Rationale: This wildlife habitat is declining throughout Ontario and North America. Species such as the Upland Sandpiper have declined significantly the past 40 years based on CWS (2004) trend records.	Absent. No suitable grassland areas identified on the subject property.
Habitats of Species of Conservation Concern considered SWH	Shrub/Early Successional Bird Breeding Habitat Rationale: This wildlife habitat is declining throughout Ontario and North America. The Brown Thrasher has declined significantly over the past 40 years based on CWS (2004) trend records.	Absent. No suitable shrub/early successional areas of adequate size identified on the subject property.
Habitats of Species of Conservation Concern considered SWH	Special Concern and Rare Wildlife Species Rationale: These species are Provincially Rare or have experienced significant population declines in Ontario.	Candidate. Special concern species, bald eagle, Eastern wood-pewee, monarch, Eastern musk turtle, Eastern ribbonsnake and snapping turtle, have the potential or have been confirmed as occurring on the subject property (see Table 3). No globally rare or provincially rare vascular plant species were encountered on the subject property (see Table 1).

Table 4: Significant Wildlife Habitat Assessment
 Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (MNRF, 2015)

Wildlife Category	Wildlife Habitat	SWH Assessment
Animal Movement Corridors	<p>Amphibian Movement Corridors</p> <p>Rationale: Movement corridors for amphibians moving from their terrestrial habitat to breeding habitat can be extremely important for local populations.</p>	Candidate. Pending assessment of the SWH, Amphibian Breeding Habitat, watercourses and wooded areas have the potential to be considered for the SWH, Amphibian Movement Corridor.
Animal Movement Corridors	<p>Cervid Movement Corridors</p> <p>Rationale: Corridors important for all species to be able to access seasonally important life-cycle habitats or to access new habitat for dispersing individuals by minimizing their vulnerability while travelling.</p>	Absent. Given the configuration of mapped deer yarding areas, moose aquatic feeding areas and mineral lick habitat in the local area, no part of a cervid movement corridor is anticipated on the subject property.
Animal Movement Corridors	<p>Furbearer Movement Corridor</p> <p>Rationale: The identification of denning sites is rare, corridors to and from the habitat must be maintained as this habitat is extremely important for local populations.</p>	Absent. The SWH, Denning Sites for Mink, Otter, Marten, Fisher and Eastern Wolf, was not confirmed on the subject property.
Significant Wildlife Habitat Exceptions for Ecodistricts within EcoRegion 5E	5E-11	Absent. None of the appropriate ELC ecosites were identified on the subject property.
Significant Wildlife Habitat Exceptions for Ecodistricts within EcoRegion 5E	5E-13	Absent. The subject property is not located in EcoDistrict 5E-13.

List of Appendices

- Appendix A: Natural Heritage Areas Mapping
- Appendix B: Proposed Lot Severance Sketch
- Appendix C: CVCA Consultation

Appendix A: Natural Heritage Areas Mapping

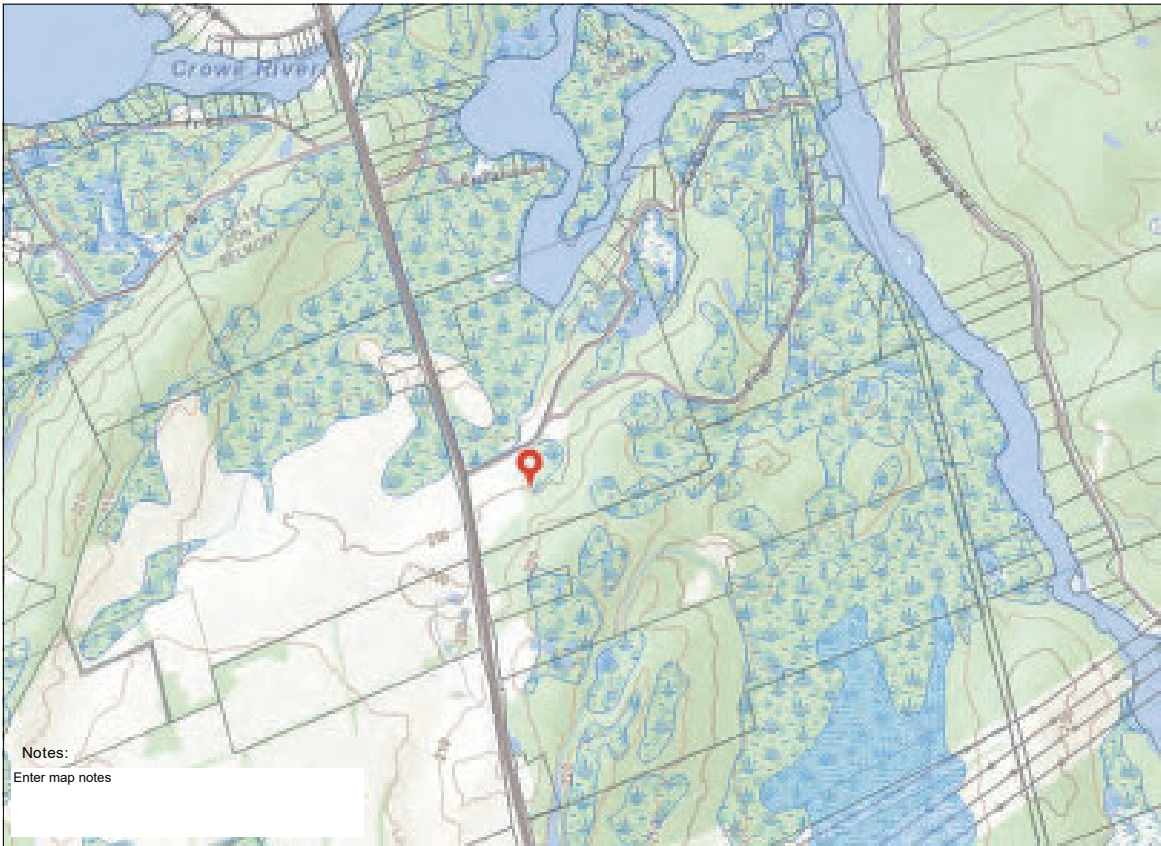
DRAFT



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

Enter map title

Map created: 2/9/2024

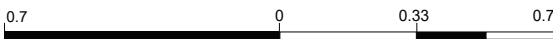


Notes:

Enter map notes

Legend

- Assessment Parcel
- 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
- Evaluated Wetland
- Provincially Significant/considérée d'importance provinciale
- Non-Provincially Significant/non considérée d'importance provinciale
- Unevaluated Wetland

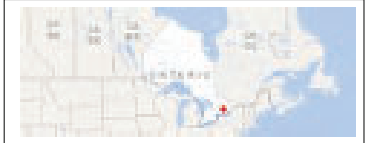


Absence of a feature in the map does not mean they do not exist in this area.

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.
© Copyright for Ontario Parcel data is held by King's Printer for Ontario and its licensors and may not be reproduced without permission. THIS IS NOT A PLAN OF SURVEY.



Imagery Copyright Notices: DRAPE © Aéro-Photo (1961) Inc., 2008 - 2009
GTA 2005 / SWOOP 2006 / Simcoe-Muskoka-Dufferin © FirstBase Solutions, 2005 / 2006 / 2008
© King's Printer for Ontario, 2024













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

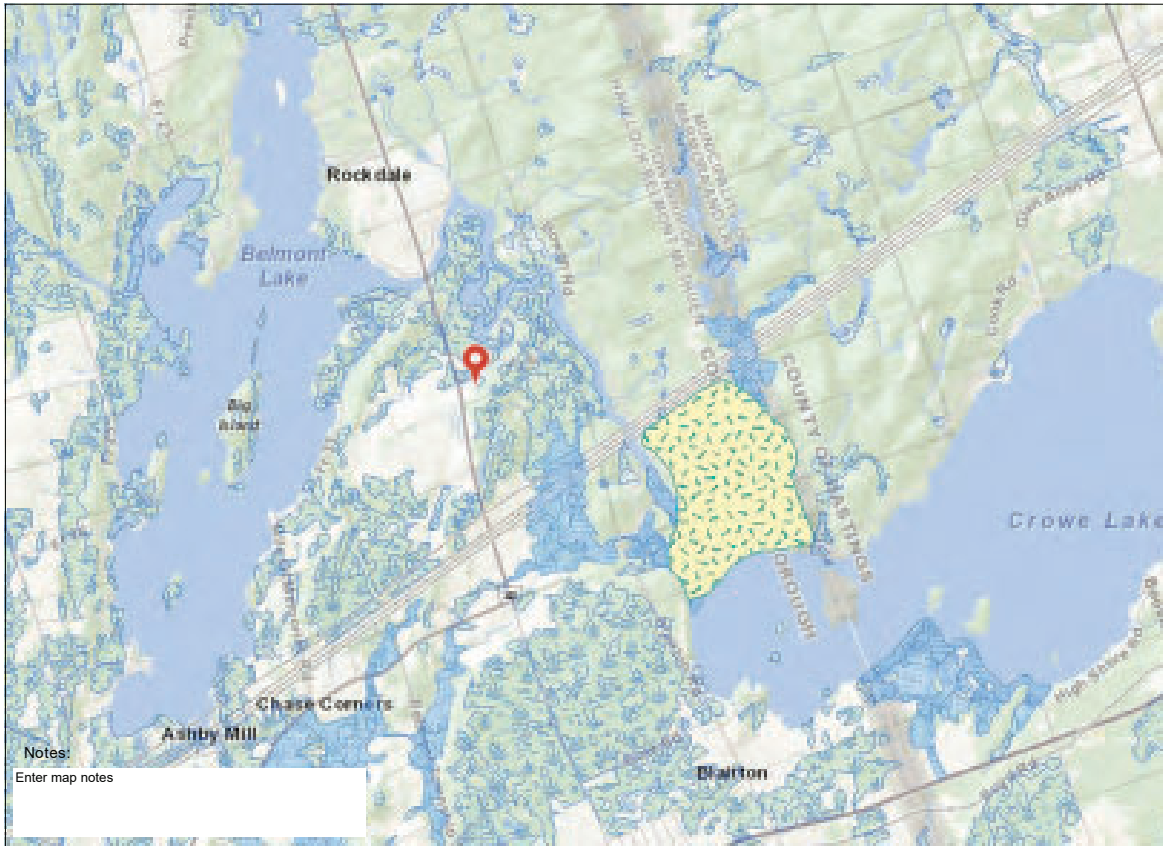
Enter map title

Map created: 2/9/2024

Legend

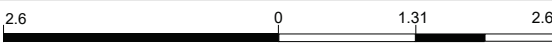
ANSI

-  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
-  Evaluated Wetland
-  Provincially Significant/considérée d'importance provinciale
-  Non-Provincially Significant/non considérée d'importance provinciale
-  Unevaluated Wetland



Notes:

Enter map notes

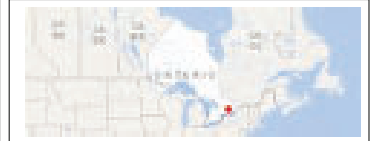


Absence of a feature in the map does not mean they do not exist in this area.

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.
© Copyright for Ontario Parcel data is held by King's Printer for Ontario and its licensors and may not be reproduced without permission. THIS IS NOT A PLAN OF SURVEY.



Imagery Copyright Notices: DRAPE © Aéro-Photo (1961) Inc., 2008 - 2009
GTA 2005 / SWOOP 2006 / Simcoe-Muskoka-Dufferin © FirstBase Solutions, 2005 / 2006 / 2008
© King's Printer for Ontario, 2024



Appendix B: Proposed Lot Severance Sketch

DRAFT



Appendix C: CVCA Consultation

DRAFT

09 December 2022



Ann Hamilton
County of Peterborough
Land Division Office
County Court House
470 Water Street
Peterborough, Ontario
K9H 3M3

Dear Ms. Hamilton,

**RE: Application for Consent B-166-22 – Lot 3
(Our File: PC 018/22)
Lot 14, Concession 2
104 Fire Route 6
Township of Havelock-Belmont-Methuen
ARN: 1531 010 003 06508**

Sent via email

The above application for consent has been reviewed with regards to the applicability of the Crowe Valley Conservation Authority’s Regulation of Development, Interference with Wetlands & Alterations to Shorelines & Watercourses (O. Reg. 159/06) and the Provincial Policy Statement (PPS). Through a memorandum of understanding between Conservation Ontario, the Ministry of Natural Resources and the Ministry of Municipal Affairs and Housing, Conservation Authorities are responsible for representing Provincial interest in planning matters as they relate to natural hazards (Section 3.1 Natural Hazards, PPS).

Please be advised that this recommendation is based on the best available data, including aerial imagery, LIDAR, GIS data, in addition to the information submitted to this office by Peterborough County regarding *Application for Consent (B-166-22)*. A site visit has not been conducted to verify or refute this information.

Our understanding of the proposed application is to create a new residential building lot with 83 metres of frontage on Fire Route 6A and 100 metres of frontage on the Crowe River, the lot is irregularly shaped and would have a total area of 0.76 ha (1.8 acres). The retained lands are to have 85 metres (278 feet) of frontage on County Road 48, an irregular depth, resulting in a total area of 18.7 ha (46 acres). The retained lands are built out with a dwelling south of Fire Route 6A and a Bunkie near the shoreline while the proposed severed lands are vacant.

RECOMMENDATION

In summary, the Crowe Valley Conservation Authority **does not object** with this application for consent from a Natural Hazards perspective. At this time, the application is believed to be consistent with Section 3.1 Natural Hazards of the PPS.

It would appear from the available mapping that there is an area of approximately 0.17 ha (0.42 acres) outside of the setback from the erosion hazard. This does not take into account municipal lot line setbacks. Peterborough County is responsible for determining if this is a sufficient building envelope without additional studies.

A CVCA Permit Application will be required prior to any development (construction/filling/grading/excavating) taking place anywhere on the proposed severed lot. CVCA would need to review the exact location and specific project details of any proposed development (construction/filling/grading/excavating) on the retained lands to determine if a CVCA Permit Application is required.

SECTION 3.1 NATURAL HAZARDS, PROVINCIAL POLICY STATEMENT

With regard to Section 3.1 Natural Hazards of the PPS, the CVCA has reviewed the application with respect to flooding, erosion, and hazards associated with unstable soil and bedrock. Along river, stream and small inland lake systems, hazardous lands are defined by the furthest landward extent of the flooding hazard or erosion hazard limits.

Flooding Hazard

A flooding hazard means the inundation of areas adjacent to a shoreline of a river or stream system not ordinarily covered by water. The flood hazard limit is based on a regulatory flood event standard and is represented by an elevation to which water would rise under the conditions of a 100-year flood event. That is, conditions that have a 1% chance in taking place any given year.

There appears to be room on the proposed severed lot for future development to take place outside of the flood hazard associate with Crowe River. The 1:100-year flood elevation of the Crowe River has not been determined in this location as such the CVCA will apply a 21 meter (15metres to account for the undetermined flood hazard + 6 metre access allowance) setback from the shoreline of Crowe River.

Erosion Hazard

The Provincial Policy Statement (2020) defines the erosion hazard as: *The erosion hazard means the loss of land, due to human or natural processes, that pose 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 access allowance.* The Provincial Technical Guide on the Erosion Hazard Limit recommends 6 metres for the erosion access allowance.

There appears to be an area of approximately 0.17 ha (0.42 acres) outside of the erosion hazard for future development to take place on the proposed severed lot. In order for future development to take place outside of the erosion hazard the setback from the Crowe River will range from 34 metres (18 metres to achieve a stable 3H:1V slope + 10 metres to account for toe erosion + 6 metre access allowance) from the shoreline of Crowe River to 28 metres (12 metres to achieve a stable 3H:1V slope + 10 metres to account for toe erosion + 6 metre access allowance) from the shoreline of Crowe River. A slope stability assessment, completed by a qualified professional, may reduce the setback.

Staff knowledge of the area indicates that the shoreline in this area is a combination of soil and rock which results in a toe erosion allowance of 10 metres unless otherwise determined by a qualified profession or a site visit.

It is the CVCA's understanding that Municipality and Peterborough County will require all new development to be setback 30metres from the shoreline. The Municipality's and County's 30metre setback from the high water mark of the Crowe River appear to encompass the majority of the erosion hazard setback.

Other Hazards

There are no known unstable soil (i.e. organic soil) or unstable bedrock (karst topography) associated with the subject lands.

O. REG 159/06: CROWE VALLEY CONSERVATION AUTHORITY: REGULATION OF DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

In regard to the Crowe Valley Conservation Authority's Regulation (O. Reg. 159/06), a CVCA Permit Application will be required prior to any development (construction/filling/grading/ excavating) taking place anywhere on the proposed severed lot. CVCA would need to review the exact location and specific project details of any proposed development (construction/filling/grading/excavating) on the retained lands to determine if a CVCA Permit Application is required.

There is a wetland less than 2ha along the shoreline of Crowe River from which the CVCA will apply a 15metre development setback and a wetland greater than 2ha south of Fire Route 6A which the CVCA will apply a 30metre development setback.

The CVCA will permit the construction of a driveway through the 30metre wetland setback on this particular property provided that all other development takes place outside of the setback. This is due to the Fire Route is being between the wetland and the subject lot.

With regards to the erosion hazard, due to the topography of the lot, setbacks from the shoreline of the Crowe River will range from 34metres (18 metres to achieve a stable 3H:1V slope + 10 metres to account for toe erosion + 6 metre access allowance) to 28metres (12 metres to achieve a stable 3H:1V slope + 10 metres to account for toe erosion + 6 metre access allowance). It is the CVCA's understanding that Municipality and County will require new development to be setback 30metres from the shoreline.

The 1:100-year flood elevation of the Crowe River has not been determined in this location, the CVCA will apply a 21 meter (15metres to account for the undetermined flood hazard + 6 metre access allowance) setback from the shoreline of the Crowe River. Additionally, there is a watercourse on the property, the CVCA regulates 30meter from all watercourses and typically applies a 15meter setback.

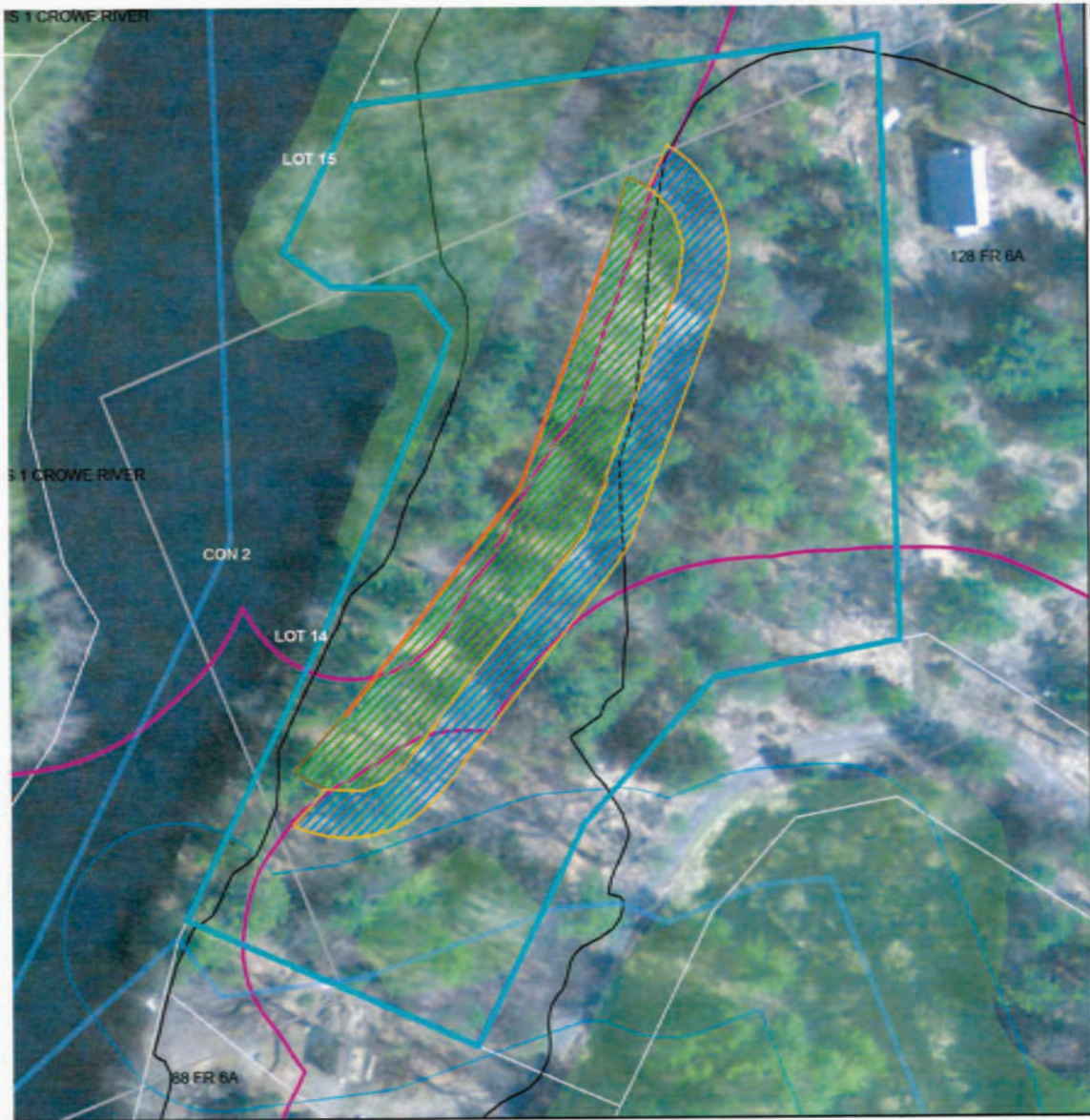
Please note that when there are multiple regulated features on a property the most restrictive setback will be applied.

Should any of the details of this proposal change please notify our office and we will amend our comments as necessary. We respectfully request a copy of the decision made on this application. Should you have any questions please do not hesitate to contact me.

Best regards,

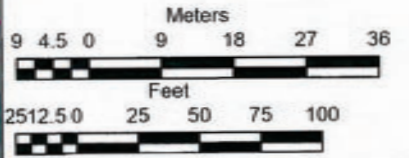


Beth Lowe
Regulations Officer
Crowe Valley Conservation Authority



Acosta Lot 3
 Andy & Katherine Hoag
 104 Fire Route 6
 Part of Lot 14, Con 2
 Havelock-Belmont-Methuen
 1531 010 003 06508

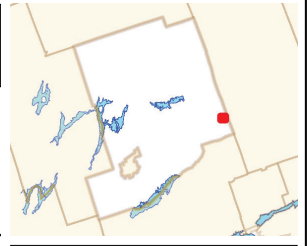
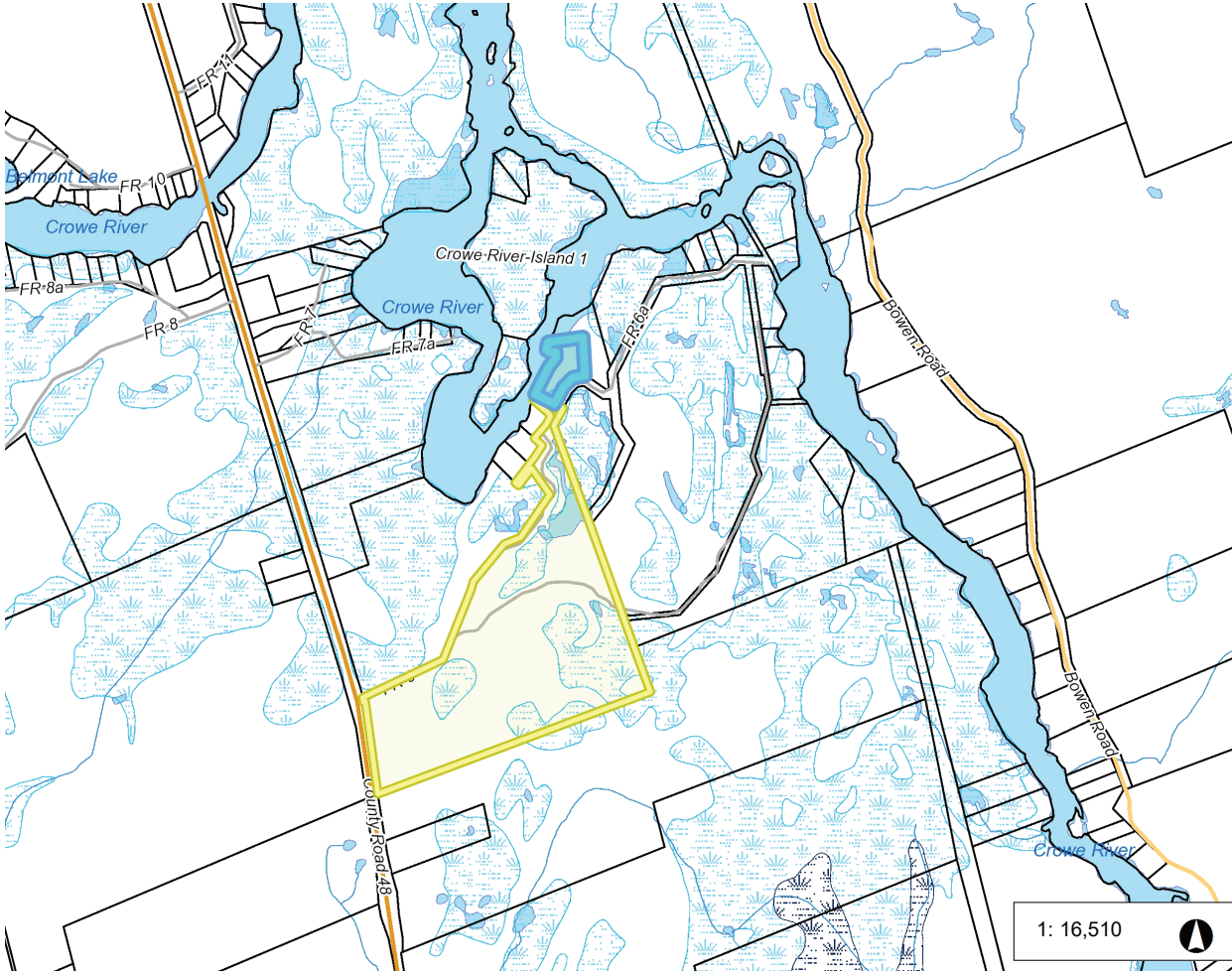
- Legend
- Subject Property
 - Watercourses
 - CVCA Wetlands
 - Countours - 5m
 - Watercourse 15m Setback
 - No Development setback from Wetland
 - Parcels
 - Projected 3H:1V Top of Slope
 - Allowance for Toe Erosion
 - 6metre emergency access allowance



Produced by Crowe Valley
 Conservation Authority
 09 December 2022

With data supplied under licence by the
 Ontario Geospatial Data Exchange and local
 County data. This map has been created for
 demonstrative purposes only and is not to
 be used as an official source of data.

104 Fire Route 6



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 Wetland
- Locally Significant Wetlands
- Non-evaluated Wetlands
- Lakes - Local Scale
- Municipal Boundary - Upper Ti
 - <all other values>
 - COUNTY OF PETERBOROUGH

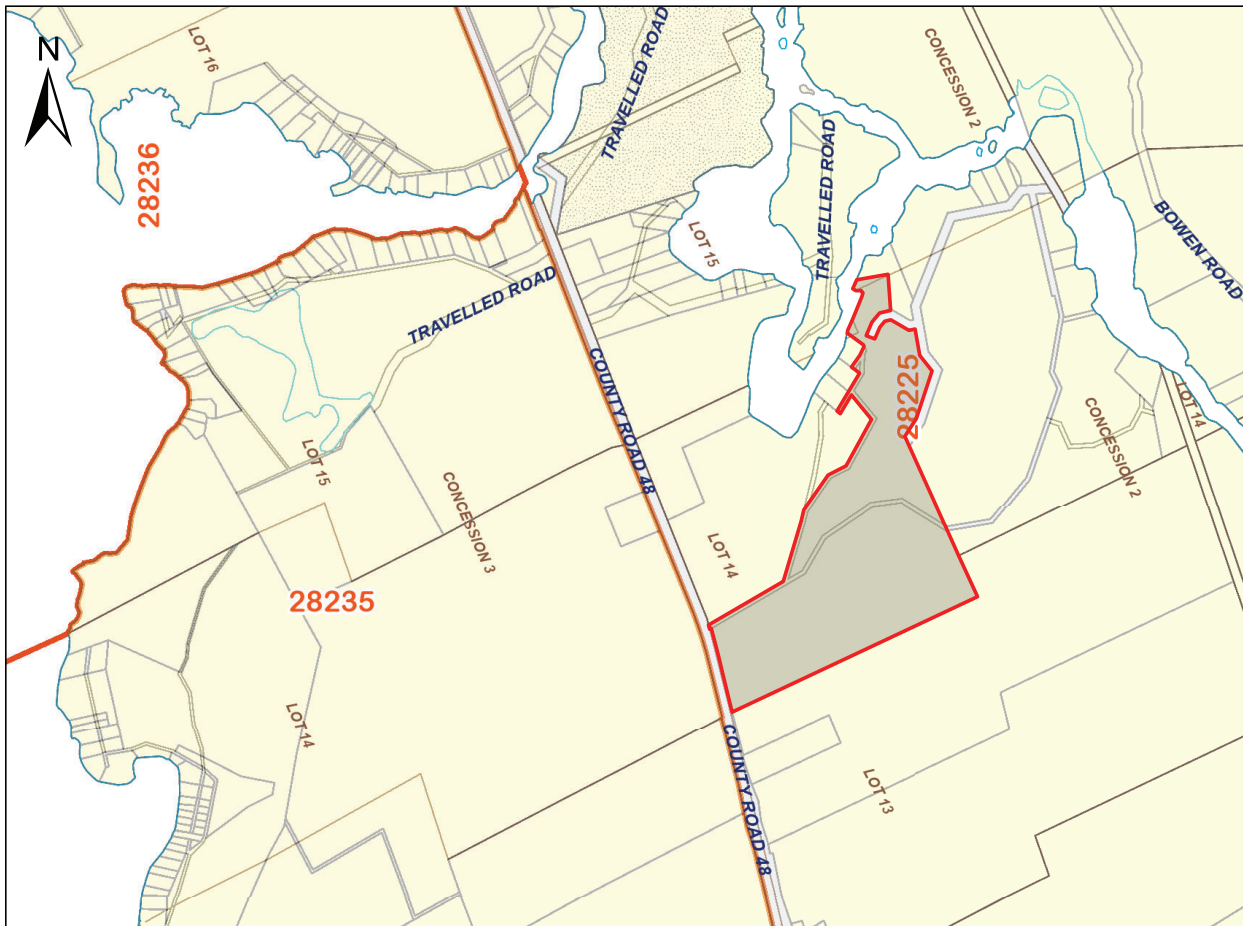
1: 16,510

838.7 0 419.35 838.7 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

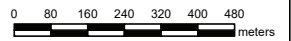
Notes



ServiceOntario

PRINTED ON 15 NOV, 2024 AT 13:24:44
FOR SAMANTHA

SCALE



PROPERTY INDEX MAP
PETERBOROUGH(No. 45)

LEGEND

- FREEHOLD PROPERTY
- LEASEHOLD PROPERTY
- LIMITED INTEREST PROPERTY
- CONDOMINIUM PROPERTY
- RETIRED PIN (MAP UPDATE PENDING)
- PROPERTY NUMBER
- BLOCK NUMBER
- GEOGRAPHIC FABRIC
- EASEMENT

THIS IS NOT A PLAN OF SURVEY

NOTES

REVIEW THE TITLE RECORDS FOR COMPLETE PROPERTY INFORMATION AS THIS MAP MAY NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAND REGISTRATION SYSTEM AND HAS BEEN PREPARED FOR PROPERTY INDEXING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED



© Queen's Printer for Ontario, 2024

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor and Members of Council
From: Samantha Deck, Planner
Meeting Date: December 17, 2024
Subject: **Ontario Land Tribunal E-File Appeal Registration for Township**

PURPOSE and EFFECT:

The purpose and effect of this report is to present to Council an update regarding the E-File system for appeals with the Ontario Land Tribunal.

RECOMMENDATION:

- That Council receive this report regarding the Ontario Land Tribunal E-file Appeal Registration.
- That the balance of this report be received.

BACKGROUND:

The Ontario Land Tribunal updated and introduced a new e-file portal for the submission of appeals. The mandatory use of e-file registration by municipalities came into effect on December 2, 2024.

The use of e-file is not mandatory for appellants; approval authorities can still accept appeals on paper or by email but must forward them to the Ontario Land Tribunal through the new e-file system.

PLANNING ANALYSIS:

Staff submitted the Township of Havelock-Belmont-Methuen E-file registration form and updated notices to the Ontario Land Tribunal on Wednesday November 20, 2024.

Approval to receive and manage appeals using the Ontario Land Tribunal's e-file service was granted on Thursday November 28, 2024; therefore, meeting the prescribed timelines set by the Tribunal.

Administrator access for the e-file registration has been granted to both the Clerk and Planner to ensure that multiple staff can access any appeal materials.

COMMENTS:

Staff Comments:

Staff have no further comments.

Agency Comments:

No comments.

Public Comments:

No comments.

CONCLUSION:

The Township of Havelock-Belmont-Methuen has been granted approval to receive and manage appeals using the Ontario Land Tribunal's e-file service.

FINANCIAL IMPACT:

No costs associated with this request at the present time.

STRATEGIC PLAN ALIGNMENT:

- Accountability
- Communications
- Customer Service

Respectfully submitted,

Samantha Deck

Samantha Deck, Planner
Township of Havelock-Belmont-Methuen

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Lionel Towns, Treasurer
Meeting Date: December 17, 2024
Subject: Comparison of Costs Received for RFP #PW-2024-05 (Curbside Garbage Collection) Compared to Existing Waste Costs

Purpose:

The purpose of this report is to provide Council with a comparison of the costs received for RFP #PW-2024-05 (Curbside Garbage Collection) to existing waste costs for HBM.

Recommendation:

That this Report be received for information.

Background:

The tender for Curbside Garbage Collection was placed on the Bids & Tenders platform as well as the Township website and social media (Facebook/Twitter) starting on June 11, 2024.

Tenders were received until July 9, 2024, and requested submissions to include a detailed collection plan outlining collection days, handling, collection process, as well as removal and disposal details for residential, commercial and industrial garbage collection. The quoted prices were to include all Township roads whether Municipal, County or Fire Routes. The Tender was proposed for a three-year period with an option to extend for one year. Staff received the following submissions:

Halton Recycling Ltd. dba. Emterra Environmental

	Total Excluding HST	HST	Total Including HST
Year 1 – Sept 1, 2024 to Aug 31, 2025	\$919,539.08	\$119,540.08	\$1,039,079.16
Year 2 – Sept 1, 2025 to Aug 31, 2026	\$951,722.95	\$123,723.98	\$1,075,446.93
Year 3 – Sept 1, 2026 to Aug 31, 2027	\$985,033.25	\$128,054.32	\$1,113,087.57
Years 1-3 – Grand Total	\$2,856,295.28	\$371,318.39	\$3,227,613.67
Year 4 (Optional) – Sept 1, 2027 to Aug 31, 2028	\$1,019,509.42	\$132,536.22	\$1,152,045.64

Environmental 360 Solutions

	Total Excluding HST	HST	Total Including HST
Year 1 – Sept 1, 2024 to Aug 31, 2025	\$405,000.00	\$52,650.00	\$457,650.00
Year 2 – Sept 1, 2025 to Aug 31, 2026	\$415,125.00	\$53,996.00	\$469,121.00
Year 3 – Sept 1, 2026 to Aug 31, 2027	\$425,500.00	\$55,315.00	\$480,815.00
Years 1-3 – Grand Total	\$1,245,625.00	\$161,931.00	\$1,407,556.00
Year 4 (Optional) – Sept 1, 2027 to Aug 31, 2028	\$438,265.00	\$56,974.00	\$495,239.00

The following chart provides the 2024 Budget, and 2023 actual, expenses for HBM's waste operations. Net total waste expenses, in 2023, were \$477,330 which included each transfer station's costs and revenues, village garbage collection, a transfer to the waste reserve, and operating revenues.

**Havelock-Belmont-Methuen
Waste Expense Analysis**

		2024 Budget		2023 Actual	
Waste Administration					
Administration Bage Tag Sales		-40,000		-34,532	
Other Misc. Revenue		-28,100	-68,100	-18,194	-52,726
Garbage Collection - Village			50,000		51,465
Transfer to Waste Reserve			60,000		55,547
Transfer Stations					
<i>Oak Lake</i>					
Personnel	35,037			47,902	
Materials & Supplies	4,800			3,813	
Insurance	2,418			2,137	
Utilities	800			636	
Advertising and Communication	1,500			243	
Repairs and Maintenance	2,500			464	
Professional Services and Contracts	27,880	74,935		25,752	80,947
Bag Tags		-7,000	67,935	-4,995	75,952
<i>Kosh Lake</i>					
Personnel	28,683			20,444	
Materials & Supplies	5,200			4,380	
Insurance	2,418			2,137	
Utilities	300				
Advertising and Communication					
Repairs and Maintenance					
Professional Services and Contracts	19,160	55,761		13,573	40,534
Bag Tags		-4,800	50,961	-3,874	36,660
<i>Sixth Line</i>					
Personnel	158,913			146,555	
Materials & Supplies	10,000			15,081	
Insurance	2,418			2,138	
Utilities	1,500			1,774	
Advertising and Communications	2,136			2,133	
Memberships, Training and Education	1,100				
Repairs and Maintenance					
Equipment Rental	5,000			4,821	
Professional Services and Contracts	159,450	340,517		199,606	372,108
Bag Tags	-30,000			-15,000	
Tipping Fees	-117,500	-147,500	193,017	-87,069	-102,069
270,039					
<i>Jack Lake</i>					
Personnel	28,088			25,047	
Materials and Supplies	3,200			4,135	
Insurance	2,418			2,138	
Utilities	1,920			1,883	
Advertising and Communications	1,600			2,702	
Memberships, Training and Education	100			70	
Repairs and Maintenance	1,000			387	
Equipment Rental	250			168	
Professional Services and Contracts	8,680	47,256		7,845	44,375
Bag Tags	-6,000		41,256	-3,982	40,393
TOTAL NET EXPENSES - WASTE			393,069		477,330

Financial Impact:

There is no financial impact to receiving this report.

Respectfully submitted by:

Lionel Towns

Lionel Towns
Treasurer

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Peter Lauesen, Manager of Public Works
Meeting Date: December 17, 2024
Subject: Public Works November Department Updates

Purpose:

The purpose of this report is to provide department updates to Council for the month of November 2024.

Recommendation:

That Council receive this update report as information.

Background:

The Public Works November department updates include;

Capital Projects:

- Phase 1 of George St. construction was completed, the road has now re-opened.

Roads Division:

- Final grading of roads for 2024.
- Brushing.
- The first sanding of routes took place November 30th.
- Road Patrol.
- Trucks were calibrated for winter months.
- Cold patching.
- Catch basin clean out on Highway 7.
- No parking sign was installed on Highway 7 for winter parking.

Waste Management Division:

- In October the 6th Line transfer station had a total of 2,871 cars in the 22 days they were open.
 - o West Kosh, Oak Lake and Jack Lake had an approximate total of 553 cars in the 8 days they were each open.

Water and Wastewater Division:

- Ontario One Call Locates were completed as received.
- Monthly meter readings were taken.
- Water disconnects were done as directed.
- Filled generator at Well 3 and the Wastewater Treatment Plant.

Financial Impact:

There is no financial impact as a result of this report.

Attachment(s):

Completed George St. Photo.

Respectfully submitted by:

Peter Lauesen

Peter Lauesen - CRS
Manager of Public Works



TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor and Members of Council
From: Peter Lauesen, Manager of Public Works
Meeting Date: December 17, 2024
Subject: Havelock Drinking Water System Inspection Report

Purpose:

To update Council on the Ministry of the Environment, Conservation and Parks inspection report for the compliance inspection initiated for the Havelock Drinking Water System on October 8, 2024.

Recommendation:

That Council receive this report and attachment for information.

Background:

A focused inspection was conducted October 3, 2024 – November 7, 2024, to confirm compliance with the Ministry of the Environment, Conservation and Parks' (MECP) legislation and conformance with ministry drinking water policies and guidelines.

Attached is a copy of the inspection report prepared for the Havelock Drinking Water System under the Ministry of the Environment, Conservation and Parks (MECP).

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in section 4 "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review period.

The Havelock Drinking Water System is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

There were no violations identified during this inspection. The Havelock Drinking Water System risk rating was identified as 0%. The final inspection rating was 100%.

Financial Impact:

There is no financial impact for this report.

Attachment(s):

2024/25 Havelock Drinking Water System Inspection Report 1-373399839.

Respectfully Submitted by:

Peter Lauesen

Peter Lauesen - CRS
Manager of Public Works

Ministry of the
Environment,
Conservation
and Parks
Eastern Region
Peterborough
District Office
300 Water Street
2nd Floor, South
Tower
Peterborough ON
K9J 3C7

Ministère de
l'Environnement,
de la Protection de
la nature
et des Parcs
Région de l'Est
Bureau du district de
Peterborough
300, rue Water
2^e étage, Tour Sud
Peterborough
(Ontario) K9J 3C7



November 14, 2024.
Peter Laesen,
Manager Of Public Works,
The Corporation of the Township of Havelock-Belmont-Methuen,
1 Ottawa St, Havelock, ON,
K0L 1Z0

RE: 2024/25 Havelock Drinking Water System Inspection Report 1-373399839

Please see the attached Ministry of the Environment, Conservation and Parks inspection report for the compliance inspection initiated for the Havelock Drinking Water System on October 8, 2024.

A section of the report entitled **NON-COMPLIANCE** are typically linked to incidents of non-compliance with regulatory requirements contained within the Environmental Compliance Approval and its associated Acts and Regulations. It should be noted that there were no violations identified during this inspection. **Non-Conformance Items** convey information that the owner or operating authority should consider implementing to advance efforts already in place. Please note that items which appear as recommendations do not, in themselves, constitute violations.

Thank you for the assistance afforded to me during this compliance assessment. Please do not hesitate to call me at 705-768-9502 or Mr. Brad Jackson, Supervisor (A), Safe Drinking Water Branch (705) 768-9245 should you have any questions or concerns regarding the above.

Yours truly,

Corey Biswanger
Water Inspector
Peterborough District Office

Enclosure (1)

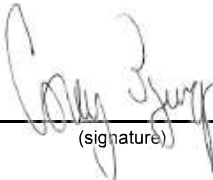
Cc: Bob Angione, Acting Cao/Clerk, The Corporation of the Township of Havelock-Belmont-Methuen,
Chris Eaton, Public Health Inspector, Peterborough Public Health
Amber Coupland, Senior Operations Manager, OCWA (Kawartha Trent)
Julie Mulligan, Safety, Process and Compliance Manager (A), OCWA
Meredith Carter, Manager, Watershed Management Program, ORCA
Brad Jackson, Water Compliance Supervisor (A), Peterborough District Office, MECP



HAVELOCK DRINKING WATER SYSTEM
Physical Address: 832 OLD NORWOOD RD, ,
HAVELOCK-BELMONT-
METHUEN, ON K0L 1Z0

INSPECTION REPORT

System Number: 210000595
Entity: THE CORPORATION OF THE
TOWNSHIP OF HAVELOCK-
BELMONT-METHUEN
ONTARIO CLEAN WATER
AGENCY
Inspection Start Date: October 03, 2024
Inspection End Date: November 07, 2024
Inspected By: Corey Biswanger
Badge #: 1814



(signature)

TABLE OF CONTENTS

1. Drinking Water System Inspection Report

Appendix:

A. Stakeholders Appendix

B. Inspection Rating Record

INTRODUCTION

Purpose

This announced, focused inspection was conducted to confirm compliance with Ministry of the Environment, Conservation and Parks' (MECP) legislation and conformance with ministry drinking water policies and guidelines.

Scope

The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management and the operation of the system.

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in section 4 "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Facility Contacts and Dates

The drinking water system is owned by The Corporation of the Township of Havelock-Belmont-Methuen, and operated by Ontario Clean Water Agency (Kawartha Trent).

The system serves an estimated population of 1,400 and is categorized as a Large Municipal Residential System. Information reviewed for this inspection covered the time period of October 20, 2023, to October 8, 2024.

Systems/Components

All locations associated with primary disinfection were visited as part of this inspection. The following sites were visited as part of the inspection of the drinking water system:

Havelock Drinking Water System - Well No. 3, Havelock Drinking Water System Wells No.1 And 4, elevated potable water storage tank and sewage pumping station that houses the online continuous free chlorine analyzer for secondary disinfection.

Permissions/Approvals

This drinking water system was subject to specific conditions contained within the following permissions and/or approvals (please note this list is not exhaustive) at the time of the inspection in addition to the requirements of the SDWA and its regulations:

Municipal Drinking Water License Number: 140-101, Issue Number: 4 , Drinking Water Works Permit Number 140-201, Issue Number: 3.

NON-COMPLIANCE

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

RECOMMENDATIONS

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1006001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Is the owner planning to add a new drinking water source or to make changes to their current source(s)?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner is planning to add a new drinking water source or to make changes to their current source(s). It was confirmed during the inspection that the corporation of the township of Havelock-Belmont-Methuen is planning on adding a new source water well in the next few years.			

Question ID	DWMR1007001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (1)1;			
Question: Was the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.			

Question ID	DWMR1014001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was flow monitoring performed as required by the Municipal Drinking Water Licence or Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Flow monitoring was performed as required.			

Question ID	DWMR1016001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was the owner in compliance with the conditions associated with maximum flow rate or the rated/operational capacity in the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was in compliance with the conditions associated with maximum flow rate and/or the rated/operational capacity conditions. Review of the documents provided indicated that the rated capacity for Well 3, Well 1 and Well 4 never exceeded the allowable volume as per the municipal drinking water license.			

Question ID	DWMR1018001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner ensure that equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner ensured that equipment was installed as required.			

Question ID	DWMR1020001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were Form 1 documents prepared as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Form 1 documents were prepared as required. It was confirmed during the inspection that there was a Form 1 completed on August 23, 2024, for the water main replacement/upgrade on George St. from Quebec St. to Mathison St. E. and for the water main replacement/upgrade on Quebec St. from Highway 7 to George St.			

Question ID	DWMR1025001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			

Question:

Were all parts of the drinking water system that came in contact with drinking water disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?

Compliance Response(s)/Corrective Action(s)/Observation(s):

All parts of the drinking water system were disinfected as required.

Review of the documents provided indicate that on November 23, 2023 a leak at 29 William Street was repaired and disinfected, on March 28, 2024, a leaking curb stop was repaired and disinfected at 60 George Street, April 10, 2024, a new main stop was installed and disinfected at Highway 7 SPS, April 11, 2024 a new saddle with main stop was disinfected and installed on the water main just off of Highway 7 west of the SPS, April 22, 2024, water mains to Havelock's new long term care home on Old Norwood Road was flushed and disinfected, May 13 and 14, 2024, water main tie in at long term care service line disinfected, July 18, 2024, leak in front of house 89 on Highway 7 was repaired and the new saddle and new parts were all disinfected, August 22, 2024, replaced a leaking air release valve on old Norwood Road and all parts were disinfected, August 28, 2024, new flow control valve on well 1 was disinfected and installed, September 25, 2024, new water main on George Street from house 48 down to Orange Street was disinfected, October 3, 2024, water main tie in completed and disinfected, October 7, 2024, new flow control valve for well 4 disinfected and installed and water main tie in in front of 46 George Street. Records indicate that applicable AWWA standards were followed.

Question ID	DWMR1023001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);</p>			
<p>Question: Did records indicate that the treatment equipment was operated in a manner that achieved the design capabilities prescribed by O. Reg. 170/03, Drinking Water Works Permit and/or Municipal Drinking Water Licence at all times that water was being supplied to consumers?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities prescribed. Records provided during the document review indicated that the Havelock drinking water system had been operated in a manner to meet the design capabilities required under Ontario Regulation 170/03. Records reviewed included turbidities, UV status, chlorine residuals at the point where primary disinfection had been achieved, logbooks, certificates of analysis, secondary disinfection residuals, and operator certificates.</p>			
Question ID	DWMR1026001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 1-6 (2);</p>			

Question:

If primary disinfection equipment did not use chlorination or chloramination, was the equipment equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 1-6 of O. Reg. 170/03?

Compliance Response(s)/Corrective Action(s)/Observation(s):

Primary disinfection equipment was equipped with alarms or shutoff mechanisms that satisfied the standards.

It was confirmed during the inspection that UV units for the Well 1 and 4 treatment plant will alarm and lock out the wells in the event of power failure, malfunction or low dose. It was also confirmed during the inspection that Well 3 treatment plant UV units were equipped with alarms and automatic solenoid valves that prevented water from passing through the UV unit when in alarm.

Question ID	DWMR1024001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required. A review of the distribution chlorine analyzer data for the inspection period indicated that the free chlorine residual levels in the distribution system ranged from 0.58 mg/L to 4.17 mg/L.			

Question ID	DWMR1033001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (3); SDWA O. Reg. 170/03 7-2 (4);			
Question: Was secondary disinfectant residual tested as required for the large municipal residential distribution system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Secondary disinfectant residual was tested as required. It was confirmed during the inspection that there is a continuous free chlorine analyzer in service at a sewage pumping station.			

Question ID	DWMR1030001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (1); SDWA O. Reg. 170/03 7-2 (2);			

<p>Question: Was primary disinfection chlorine monitoring being conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit or at/near a location where the intended CT had just been achieved?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Primary disinfection chlorine monitoring was conducted as required.</p>

Question ID	DWMR1032001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-3 (2);			
Question: If the drinking water system obtained water from a surface water source and provided filtration, was continuous monitoring of each filter effluent line performed for turbidity?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Continuous monitoring of each filter effluent line was performed for turbidity. It was confirmed during the inspection that each filter effluent line for Well 3 treatment plant has it's own continuous monitoring for turbidity.			

Question ID	DWMR1035001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Were operators examining continuous monitoring test results and did they examine the results within 72 hours of the test?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators were examining continuous monitoring test results as required.			

Question ID	DWMR1038001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Was continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format.

Question ID	DWMR1037001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			
Question: Were all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, equipped with alarms or shut-off mechanisms that satisfied the standards described in Schedule 6?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All required continuous monitoring equipment utilized for sampling and testing were equipped with alarms or shut-off mechanisms that satisfied the standards It was confirmed during the inspection that the Well 3 high filter effluent turbidity alarms are set at 0.3 NTU and the free chlorine residual alarms are set at 0.8 mg/L for low and 4.0 mg/L for high, and the low free chlorine alarm will lock out the plant. It was also confirmed during the inspection that the Well 1 and 4 plant will lock out the wells if the raw water turbidity alarm is reached which is set at 0.8 NTU.			

Question ID	DWMR1040001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10;			
Question: Were all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All continuous analysers were calibrated, maintained, and operated as required.			

Question ID	DWMR1108001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			
Question: Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03,			

Municipal Drinking Water Licence, Drinking Water Works Permit, or order triggered an alarm or an automatic shut-off, did a qualified person respond as required and take appropriate actions?

Compliance Response(s)/Corrective Action(s)/Observation(s):

A qualified person responded as required and took appropriate actions.

Review of the records provided indicate that alarms for low chlorine residuals, UV faults, high pressure, communication failures, PLC faults, power failures were all responded to.

Question ID	DWMR1039001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-6 (3);			
Question: If primary disinfection equipment that does not use chlorination or chloramination was used, did the owner and operating authority ensure the equipment had a recording device that continuously recorded the performance of the disinfection equipment?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner and operating authority ensured that the primary disinfection equipment had a recording device that continuously recorded the performance of the disinfection equipment. It was confirmed during the inspection that the UV units at both the Well 3 treatment plant and the Well 1 and 4 treatment plant have automatic solenoid valves that shut when in alarm. Also, it was confirmed that Well 3 treatment plant will lock out if three UV units are out of service.			

Question ID	DWMR1109001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-6 (1); SDWA O. Reg. 170/03 1-6 (2);			
Question: If the system used equipment for primary disinfection other than chlorination or chloramination and the equipment malfunctioned, lost power, or ceased to provide the appropriate level of disinfection, causing an alarm or an automatic shut-off, did a certified operator respond as required and take appropriate actions?			
Compliance Response(s)/Corrective Action(s)/Observation(s): A certified operator responded as required and took appropriate actions. Review of the records for this inspection period indicates that on November 3, December 27, 2023 and February 7, 29, and March 12, 2024 an operator responded to UV system alarms and took appropriate actions.			

Question ID	DWMR1042001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: If UV disinfection was used, were duty sensors and reference UV sensors checked and calibrated as per the requirements of Schedule E of the Municipal Drinking Water Licence or at a frequency as otherwise recommended by the UV equipment manufacturer?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All UV sensors were checked and calibrated as required. Review of the documents provided indicates that for Well 1 and 4 the UV sensor checks were completed every month for this inspection period. Review of the documents provided indicates that the Well 3 UV sensor checks were completed annually as per the manufacturers instructions. The Well 3 records also indicate that the sensors were calibrated or replaced if they were outside the allowable +/- 5% as per the manufacturers instructions.			

Question ID	DWMR1099001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Do records show that water provided by the drinking water system met the Ontario Drinking Water Quality Standards?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records showed that all water sample results met the Ontario Drinking Water Quality Standards.			

Question ID	DWMR1083001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-3;			
Question: Were treated microbiological sampling requirements prescribed by Schedule 10-3 of O. Reg. 170/03 for large municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Treated microbiological sampling requirements were met. Review of the records for this inspection period indicates that treated water sampling was completed at both plants for this inspection period.			

Question ID	DWMR1081001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-2 (1); SDWA O. Reg. 170/03 10-2 (2); SDWA O. Reg. 170/03 10-2 (3);			
Question: Were distribution microbiological sampling requirements prescribed by Schedule 10-2 of O. Reg. 170/03 for large municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Distribution microbiological sampling requirements were met.			

Question ID	DWMR1096001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-3 (1);			
Question: Did records confirm that chlorine residual tests were conducted at the same time and location as microbiological samples?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that chlorine residual tests were conducted as required.			

Question ID	DWMR1084001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-2;			
Question: Were inorganic parameter sampling requirements prescribed by Schedule 13-2 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Inorganic parameter sampling requirements were met. Review of the documents provided indicate that the last time inorganic parameters were sampled for was March 4, 2024 and the previous to that was on March 6, 2023.			

Question ID	DWMR1085001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-4 (1); SDWA O. Reg. 170/03 13-4 (2); SDWA O. Reg. 170/03 13-4 (3);			
Question: Were organic parameter sampling requirements prescribed by Schedule 13-4 of O. Reg.			

170/03 met?
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Organic parameter sampling requirements were met.</p> <p>Review of the documents provided indicate that the last time organic parameters were sampled for was March 4, 2024 and the previous to that was on March 6, 2023.</p>

Question ID	DWMR1086001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);</p>			
<p>Question: Were haloacetic acid sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Haloacetic acid sampling requirements were met.</p>			

Question ID	DWMR1087001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);</p>			
<p>Question: Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Trihalomethane sampling requirements were met.</p>			

Question ID	DWMR1088001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 13-7;</p>			
<p>Question: Were nitrate/nitrite sampling requirements prescribed by Schedule 13-7 of O. Reg. 170/03 met?</p>			

Compliance Response(s)/Corrective Action(s)/Observation(s):

Nitrate/nitrite sampling requirements were met.

Question ID	DWMR1089001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-8;			
Question: Were sodium sampling requirements prescribed by Schedule 13-8 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Sodium sampling requirements were met. Review of the records for this inspection period indicates that sodium was last sampled for on July 17, 2023 for both plants.			

Question ID	DWMR1090001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-9;			
Question: Where fluoridation is not practiced, were fluoride sampling requirements prescribed by Schedule 13-9 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Fluoride sampling requirements were met. Review of the records for this inspection period indicates that fluoride was last sampled for on July 4, 2023 for both treatment plants.			

Question ID	DWMR1114001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner have evidence that, when required, all legal owners associated with the drinking water system were notified of the requirements of the Municipal Drinking Water Licence and Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner had evidence that the required notifications were made.			

Question ID	DWMR1060001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the operations and maintenance manual(s) meet the requirements of the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The operations and maintenance manual(s) met the requirements of the Municipal Drinking Water Licence.			

Question ID	DWMR1062001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-5;			
Question: Did records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03.			

Question ID	DWMR1071001	Question Type	BMP
Legislative Requirement(s): Not Applicable			
Question: Did the owner provide security measures to protect components of the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner provided security measures to protect components of the drinking water system. It was confirmed during the inspection that both plants are kept locked and alarmed when no operator is on site.			

Question ID	DWMR1073001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 23 (1);			

<p>Question: Was an overall responsible operator designated for all subsystems which comprise the drinking water system?</p> <p>Compliance Response(s)/Corrective Action(s)/Observation(s): An overall responsible operator was designated for all subsystem.</p>

Question ID	DWMR1074001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 25 (1);			
Question: Were operators-in-charge designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators-in-charge were designated for all subsystems.			

Question ID	DWMR1075001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 22;			
Question: Were all operators certified as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All operators were certified as required.			

Question ID	DWMR1076001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Were adjustments to the treatment equipment only made by certified operators?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Adjustments to the treatment equipment were only made by certified operators.			

APPENDIX A
STAKEHOLDER APPENDIX

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web

APPENDIX B
INSPECTION RATING RECORD

APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection results since fiscal year 2008-09. The primary goals of this assessment

are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains up to 14 inspection modules and consists of approximately 120 regulatory questions. Those protocol questions are also linked to definitive guidance that ministry inspectors use when conducting MRDWS inspections. The questions address a wide range of regulatory issues, from administrative procedures

ontario.ca/drinkingwater

to drinking water quality monitoring. Additionally, the inspection protocol contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry have assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating that is less than 100 per cent does not mean that the drinking water from the system is unsafe. It shows areas where a system's operation can improve. To that end, the ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry's annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario's Risk Management Framework. Risk management is a systematic approach to identifying potential hazards; understanding the likelihood and consequences of the hazards; and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

$$\text{RISK} = \text{LIKELIHOOD} \times \text{CONSEQUENCE}$$

(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:	
Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 – 10% (Unlikely)	L = 1
11 – 49% (Possible)	L = 2
50 – 89% (Likely)	L = 3
90 – 100% (Almost Certain)	L = 4

TABLE 2:	
Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4x8) and the lowest would be 0 (0x1).

Table 3 presents a sample question showing the risk rating determination process.

TABLE 3:							
Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?							
Risk = Likelihood × Consequence							
C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions that relate to regulatory compliance and input their responses as “yes”, “no” or “not applicable” into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone), type of inspection (i.e., focused, detailed), and source type (i.e., groundwater, surface water).

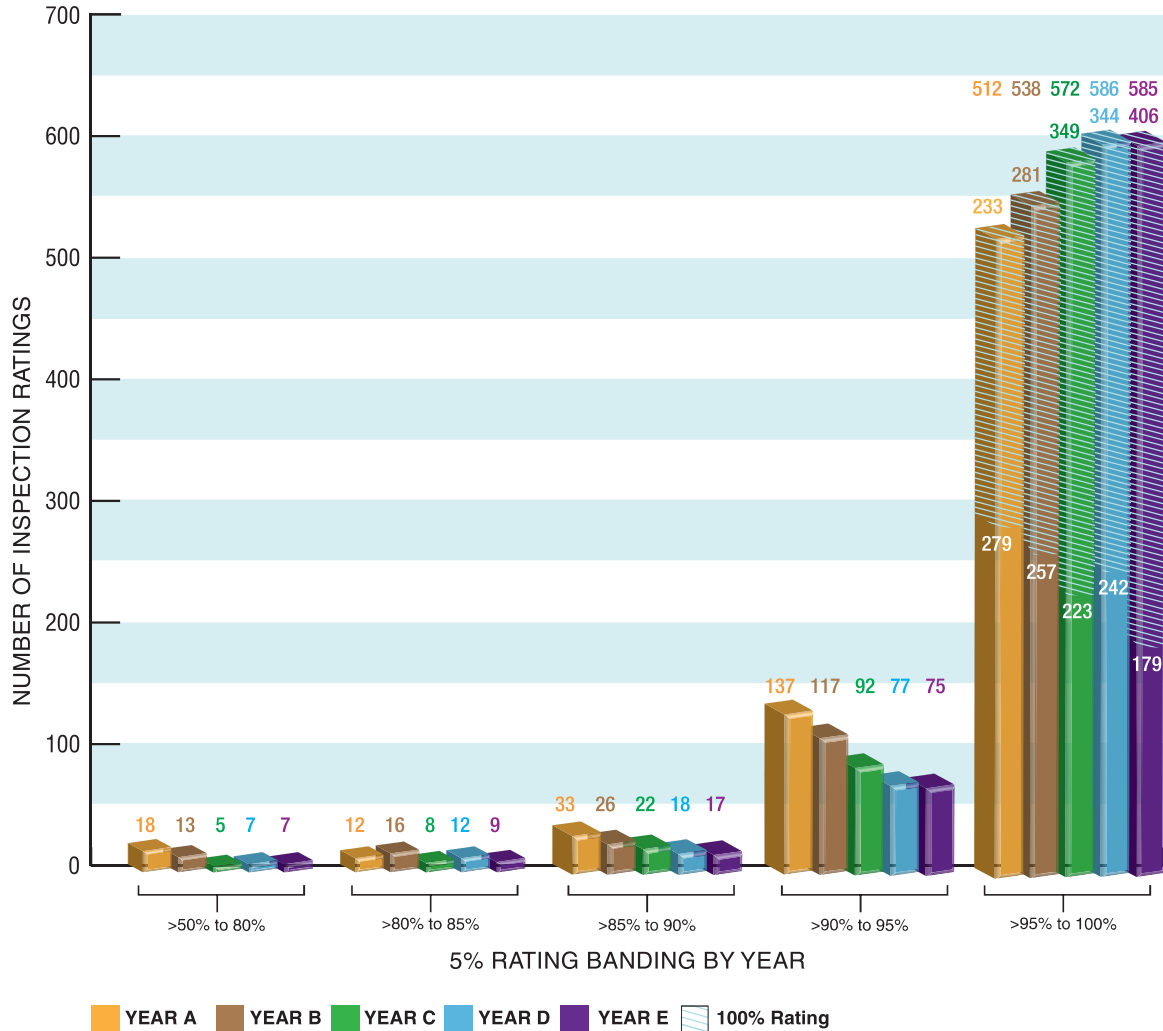
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry's Chief Drinking Water Inspector's Annual Report.

Figure 1 presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 14 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 14 modules are:

- | | | | |
|-------------------------|------------------------|---------------------------------------|--|
| 1. Source | 5. Process Wastewater | 9. Contingency and Emergency Planning | 12. Water Quality Monitoring |
| 2. Permit to Take Water | 6. Distribution System | 10. Consumer Relations | 13. Reporting, Notification and Corrective Actions |
| 3. Capacity Assessment | 7. Operations Manuals | 11. Certification and Training | 14. Other Inspection Findings |
| 4. Treatment Processes | 8. Logbooks | | |

For further information, please visit www.ontario.ca/drinkingwater

Ministry of the Environment, Conservation and Parks - Inspection Summary Rating Record (Reporting Year - 2024-25)

DWS Name:	HAVELOCK DRINKING WATER SYSTEM
DWS Number:	210000595
DWS Owner:	THE CORPORATION OF THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN
Municipal Location:	HAVELOCK-BELMONT-METHUEN
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	Oct-3-2024
Ministry Office:	Peterborough District Office

Maximum Risk Rating: 525

Inspection Module	Non Compliance Risk (X out of Y)
Capacity Assessment	0/30
Certification and Training	0/42
Logbooks	0/14
Operations Manuals	0/14
Reporting & Corrective Actions	0/46
Source	0/14
Treatment Processes	0/253
Water Quality Monitoring	0/112
Overall - Calculated	0/525

Inspection Risk Rating:	0.00%
--------------------------------	--------------

Final Inspection Rating:	100.00%
---------------------------------	----------------

Ministry of the Environment, Conservation and Parks - Detailed Inspection Rating Record (Reporting Year - 2024-25)

DWS Name:	HAVELOCK DRINKING WATER SYSTEM
DWS Number:	210000595
DWS Owner Name:	THE CORPORATION OF THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN
Municipal Location:	HAVELOCK-BELMONT-METHUEN
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	Oct-3-2024
Ministry Office:	Peterborough District Office

All legislative requirements were met. No detailed rating scores.

Maximum Question Rating: 525

Inspection Risk Rating:	0.00%
-------------------------	-------

FINAL INSPECTION RATING:	100.00%
--------------------------	---------

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Shari Gottschalk, Economic Development Officer
Meeting Date: December 17, 2024
Subject: **November 2024 Social Media Insights**

PURPOSE:

The purpose of this report is to provide Council with insights into social media during the November 30-day reporting period.

RECOMMENDATION:

That Council receive this Report for information.

BACKGROUND:

Facebook Insights provide a wealth of information about our township's social media content and audience, as well as valuable insights into social media publishing activities, follower engagement, preferences, and feedback. Please refer to the attached November 2024 Social Media Insights Report for full details.

For your convenience, this is a month-over-month comparison of October and November 2024 Facebook content.

Month-over-Month Facebook Content Comparison				
Breakdown	October 2024	November 2024	Variance	Percentage
Month-end Followers	397	456	59	↑15%
New Followers	65	66	1	↑.2%
Reach	26,100	42,700	16,600	↑64%
Content Interaction	1,600	2,800	1,200	↑75%
Visits	2,100	3,800	1,700	↑81%
Link Clicks	59	207	148	↑351%
* Posts Published	91	97	6	↑7%

Note – the above does not include 'shared' posts from other social media accounts, e.g. Ptbo County, Public Health, CVCA, Community Care, CMRA, etc.

FINANCIAL IMPACT:

None

Strategic Plan Alignment:

- In service to residents, businesses, and visitors; we provide transparent communication of township department alerts, notices, events, and meetings.
- To bolster community attractiveness, we promote community-based events and activities marketing HBM Township as a vibrant, naturally beautiful, welcoming community with a high quality of life.

Attachments:

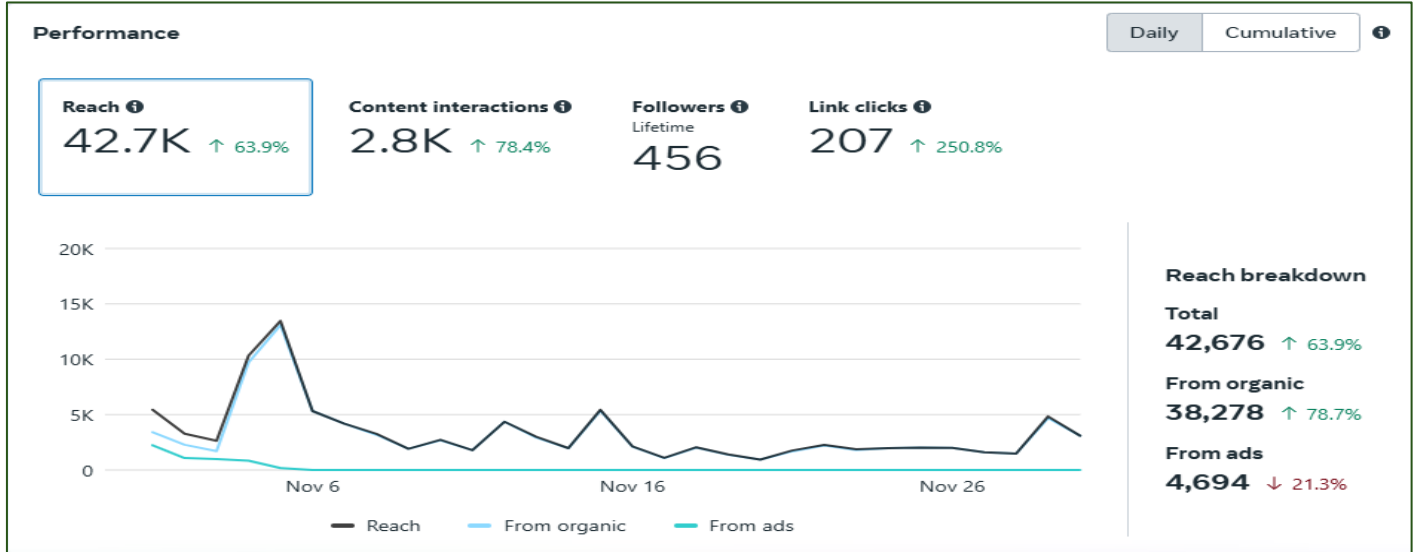
- November 2024 Social Media Insights Report

Respectfully submitted by:



Shari Gottschalk
Economic Development Officer
Township of Havelock-Belmont-Methuen

Social Media Followers	
November 1, 2024	Zero followers (launch of new social account @TownshipofHBM)
November 30, 2024	456 , up 59 from September (15% increase month-over-month)



TOP CONTENT BY REACH

<p>The REMEMBRANCE PARADE in Haveloc...</p> <p>Mon Nov 4, 12:55pm</p> <p>👁️ 23.4K 🍀 372</p> <p>👍 233 ➡️ 250</p>	<p>Havelock Lions Santa Claus - Parade Rout...</p> <p>Fri Nov 15, 5:10am</p> <p>👁️ 5.9K 🍀 59</p> <p>👍 16 ➡️ 25</p>	<p>IMPORTANT: 911 ON LOCAL HEALTHCA...</p> <p>Wed Nov 6, 11:10am</p> <p>👁️ 3.4K 🍀 26</p> <p>👍 5 ➡️ 16</p>	<p>GEORGE ST. CONSTRUCTION...</p> <p>Fri Nov 29, 4:59am</p> <p>👁️ 2.2K 🍀 44</p> <p>👍 5 ➡️ 4</p>	<p>IMPORTANT: 911 ON LOCAL HEALTHCA...</p> <p>Mon Nov 18, 8:39am</p> <p>👁️ 1.8K 🍀 5</p> <p>👍 5 ➡️ 6</p>
<p>AON Station Place LTC - CAREER EXPO -...</p> <p>Tue Nov 12, 5:49am</p> <p>👁️ 1.5K 🍀 4</p> <p>👍 1 ➡️ 6</p>	<p>TONIGHT is the Get the 911 on Local...</p> <p>Thu Nov 21, 6:55am</p> <p>👁️ 972 🍀 0</p> <p>👍 0 ➡️ 4</p>	<p>Havelock Lions Santa Claus Parade -...</p> <p>Wed Nov 13, 1:36pm</p> <p>👁️ 907 🍀 22</p> <p>👍 2 ➡️ 12</p>		

REACH, INTERACTIONS, LINK CLICKS, AND VISITS

Reach ●

Export ▼

42.7K ↑ 63.9%



Content interactions ●

Export ▼

2.8K ↑ 78.4%



Link clicks ●

Export ▼

207 ↑ 250.8%



Visits ●

Export ▼

3.8K ↑ 93.9%



Follows ●

Export ▼

65 ↑ 1.6%

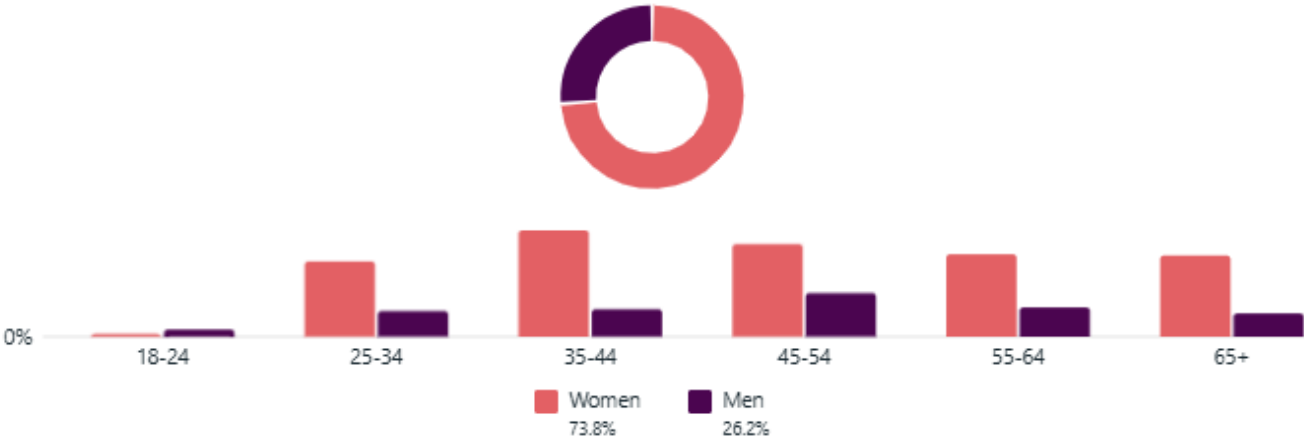


REACH, INTERACTIONS, LINK CLICKS, AND VISITS

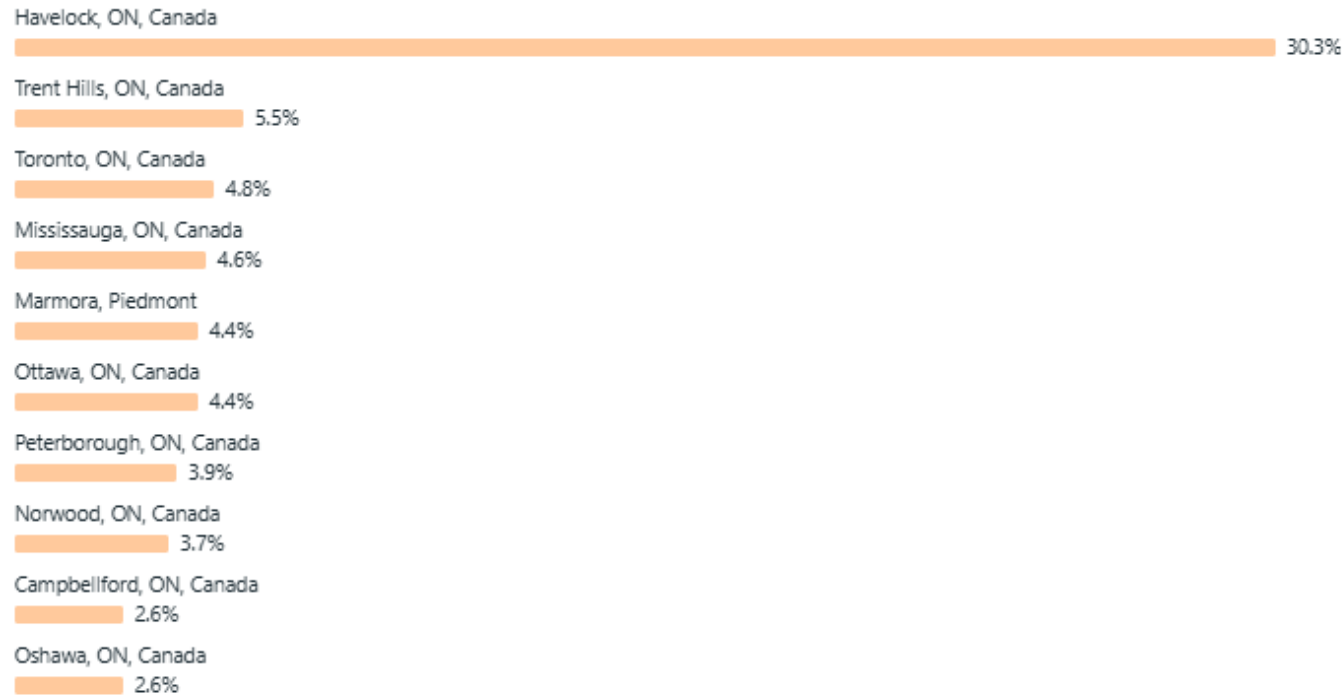
Facebook followers ⓘ

456

Age & gender ⓘ



Top cities



TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Travis Toms, Chief Building Official
Meeting Date: December 17, 2024
Subject: Building Department Activity Report – November 2024

PURPOSE:

To provide Council with statistical information concerning Building Department activity during the month of November 2024, as well as statistical information to compare current vs. prior year.

RECOMMENDATION:

Receive for information.

BACKGROUND:

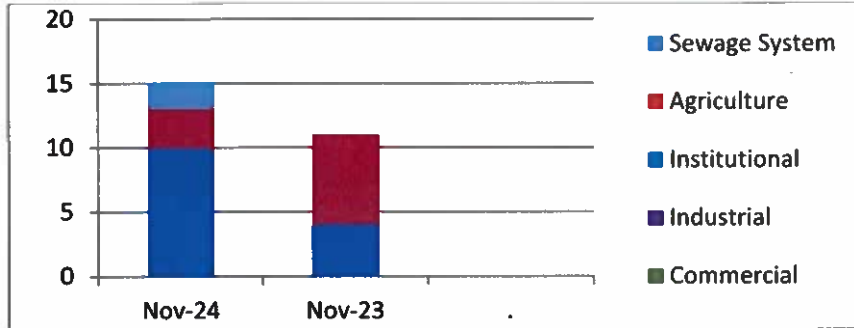
During the month of November 2024, the Building Department conducted **72** site (**575 YTD**) inspections.

Total mileage for both the 2011 and 2019 building department trucks is 2551 kilometers (**28,957 YTD**).

The Building Department issued **15** building permits, **1** permit for review of a sewage system and **1** permit for replacement of a sewage system. During the month of November 2024 (**133 YTD**), representing an estimated **\$ 1,829,900.90** in construction costs.

<u>Permit Type</u>	<u># Permits Issued</u>	<u>Construction Cost (est.)</u>
Residential	3	\$ 10,500.00
Seasonal Residential	10	\$ 1,804,000.90
Sewage System	2	\$ 15,400.00

Below is an overview of Building Department activity for November 2024, compared to the same period last year:



Permit Fees Collected (November 2024 vs. 2023):

November 2024 - \$ 14,661.43 Development Fees-none

November 2023 - \$ 10,607.83

Total Permit Fees Collected (2024 vs. 2023 Year-to-Date):

2024 (January 1 – November 30) – \$ 152,125.54

2023 (January 1 – November 30) – \$ 251,021.24

By-Law Enforcement (includes Building Infractions) November 2024

New Files – 9 (1 Build without permit)

Closed Files – 4

Planning Applications November 2024

Minor Variances - 0

Zone Amendments – 2

Planning Related Reports – 2

Submitted by

Travis Toms

Chief Building Official/By-Law Enforcement

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Josh Storey, Supervisor of Parks, Recreation and Facilities
Meeting Date: December 17, 2024
Subject: Parks, Recreation and Facilities November Department Updates

Purpose:

The purpose of this report is to provide department updates to Council for the month of November 2024.

Recommendation:

That Council receive this update report as information.

Background:

The month of November department updates included;

- Mathison property trail head gates have been installed. Mathison banners have also been installed along the arena laneway.
- Cameras are now installed overlooking the Cordova outdoor rink. Signage is also in place to inform the public it is closed and to keep out.
- The Mathison property was bush hogged in preparation for toboggan fun this winter.
- Christmas lighting and holiday banners were installed in Havelock and for the first time in Cordova November 12-13.
- Concrete pointing was completed at the Stone Hall, Municipal Office, and the Havelock Library.
- Flower bed clean-up has been completed.
- Salt bins have been filled and placed at municipal facilities for the winter months.
- The outdoor rink has been set up in the ball diamond. The remaining installation process is weather permitting.

Financial Impact:

There is no financial impact as a result of this report.

Attachment(s):

Mathison Banners Photo.
Cordova Outdoor Rink Signage.

Respectfully submitted by:

Josh Storey

Josh Storey
Supervisor of Parks, Recreation and Facilities





TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: December 17, 2024
Subject: Board and Committee Appointments

Purpose:

The purpose of this report is for Council to confirm the board and committee appointments for the years 2025 and 2026.

Recommendation:

That By-law Number 2024-086 being a by-law to appoint persons to various Boards and Committees representing the Corporation of the Township of Havelock-Belmont-Methuen for the years 2025 and 2026 be adopted in the by-law portion of today's Council meeting.

Background:

Further to By-law 2024-059, Board and Committee appointments expire on December 31, 2024 for all committees with the exception of the Library Board. The attached advertisement was placed on the Township website on October 4. The advertisement was placed on Facebook and Instagram on October 7, October 18, October 30, and November 12. The advertisement also appeared in the November edition of the Havelock Rail. Current committee members were directly contacted. Potential committee members had until November 15, 2024 to submit their interest in serving on a community committee.

At the Closed Session Council Meeting held on December 3, 2024 the following appointments were confirmed by Council:

Cemetery Board (5 Appointments)

Larry Pick
Mary Ellen Meyers
Rae McCutcheon
Rhonda Dobranic
Ronald Gerow

Library Board

Note: Library Board members were appointed for the term of Council. No appointments were required during this round of advertising.

Economic Development Committee (4 Appointments)

Note: Four (4) volunteers from the Business Community (two (2) village ward business representatives and two (2) township ward business representatives).

Bill (BJ) Hay
John (J.J.) Hudson
Leisha Newton
Eric Hannah

Mathison Property and Parks Committee (4 Appointments)

John Nurse
Kevin McReelis

A new advertisement is required in an attempt to obtain two additional members.

HBM Youth Committee (4 Appointments)

Four (4) volunteers from the Community; two (2) adults (with one acting as the Co-chair) and two (2) youth representatives.

Brian (Mick) Riel
Debbie Ottley

A new advertisement is required in an attempt to obtain two youth members.

Financial Impact:

There is no financial impact related to the appointment of Board and Committee members.

In Consultation With:

Leah Hutton, Acting Deputy Clerk.

Strategic Plan Reference:

1.2.3 Collaboration within HBM

Attachments:

1. By-law No. 2024-086, a by-law to appoint persons to various Boards and Committees for the Township of Havelock-Belmont-Methuen.
2. Seeking Municipal Volunteer Appointments Advertisement.
3. Terms of Reference.

Respectfully Submitted:

Bob Angione

Bob Angione
Chief Administrative Officer/Clerk

The Corporation of the Township of Havelock-Belmont-Methuen

By-law Number 2024 – 086

Being a By-law to appoint persons to various Boards and Committees representing the Corporation of the Township of Havelock-Belmont-Methuen for the years 2025 and 2026.

Whereas *Section 11 the Municipal Act, S.O. 2001, c.25, as amended*, provides that a lower-tier municipality and an upper tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public, subject to the rules set out in subsection (4) of the *Act*; and

Whereas *Section 283 (1) of the Municipal Act, S.O. 2001, c.25, as amended* provides that a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality; and

Whereas the Council of the Corporation of the Township of Havelock-Belmont-Methuen deems it expedient to appoint members of Council and persons from the community to various Boards and Committees for 2023 and 2024; and

Whereas Section 10(3) of the Public Libraries Act provides that a Library Board member shall hold office for a term concurrent with the term of the appointing Council;

Now therefore the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

1. That the following persons are hereby named and appointed to various Boards and Committees including the Library Board and the Peterborough County OPP Detachment Board whose members were appointed for the term of Council. All appointments will expire on November 14, 2026:

Cemetery Board

Jim Martin – Mayor
Jerry Doherty – Councillor (Alternate)
Larry Pick
Mary Ellen Meyers
Rae McCutcheon
Rhonda Dabronic
Ron Gerow

Chamber of Commerce

Beverly Flagler - Councillor
Hart Webb – Deputy Mayor (alternate)

Community Policing

Jerry Doherty – Councillor
Kathy Clement – Councillor (alternate)

Crowe Valley Conservation Authority

Jim Martin – Mayor

Eastern Ontario Trails Alliance

Beverly Flagler – Councillor

Economic Development

Hart Webb – Deputy Mayor, Committee Chair
Beverly Flagler – Councillor, Committee Co-Chair
Bill (BJ) Hay
J.J. Hudson
Eric Hannah
Leisha Newton

Fence Viewers

Jim Martin – Mayor
Hart Webb – Deputy Mayor
Kathy Clement – Councillor
Jerry Doherty – Councillor
Beverly Flagler – Councillor

Library Board

Kathy Clement – Councillor
Jerry Doherty – Councillor (alternate)
Carolyn Knowles
Connie Whitmore
Joy Brickell
Robbie Beatty

Lower Trent Source Protection Authority

Jerry Doherty – Councillor

Mathison Property and Parks Committee

Hart Webb – Deputy Mayor, Committee Chair
Beverly Flagler – Councillor, Committee Co-Chair
John Nurse
Kevin McReelis

Otonabee-Peterborough Source Protection Authority

Kathy Clement – Councillor

Peterborough County OPP Detachment Board

Hart Webb – Deputy Mayor

School Council

Jim Martin – Mayor

Beverly Flagler – Councillor (alternate)

Youth Committee

Beverly Flagler – Councillor, Committee Chair

Hart Webb – Deputy Mayor (alternate), Committee Vice Chair

Brian (Mick) Riel

Debbie Ottley

Remuneration of Committee Members

1. The remuneration paid per meeting to the Cemetery Board and the Library Board would be established by the respective Boards with the recommendation from Council that it be set at \$60.00 per meeting attended, plus mileage in circumstances deemed appropriate. Remuneration is paid only to non-elected officials appointed to the committee.
2. Remuneration for the Peterborough County OPP Detachment Board Municipal Representative is paid only to non-elected officials appointed to the committee.
3. The remuneration paid for the Fence Viewers is established at \$75.00 plus mileage from the municipal office for each claim. Remuneration is paid only to non-elected officials appointed to the committee.
4. Subsection 5(2) of the Line Fences Act permits viewings to be banned during the winter months where snow conditions make it impractical for a viewing to be held. The Council of Havelock-Belmont-Methuen directs through this by-law, as authorized by the Line Fences Act, that no fence viewing (or other proceeding) is to be held between the 1st day of November and the 31st of March of the following year.
5. The remuneration paid per meeting for the Eastern Ontario Trails Alliance (EOTA) Board appointment is established at \$60.00 plus mileage from the municipal office per meeting. Remuneration is paid only to non-elected officials appointed to the committee.
6. The Terms of Reference for the Mathison Property and Parks Committee provide that members of the committee shall participate voluntarily and as such, receive no compensation or remuneration.

7. The Terms of Reference for the Economic Development Committee provide that members of the committee shall participate voluntarily and as such, receive no compensation or remuneration.
8. The Terms of Reference for the Youth Committee provide that members of the committee shall participate voluntarily and as such, receive no compensation or remuneration.
9. That the appointments made in this by-law will continue until new appointments are made by Council at the end of 2026.
10. That this by-law shall take effect upon the final passing thereof and is in effect from the start of 2025 with regards to remuneration paid.
11. That By-law number 2024-059 and all previous bylaws pertaining to the Appointment of citizens to Boards and Committees are hereby repealed in their entirety.

Read a first, second, and third time and finally passed in open Council this 17th day of December, 2024.

Jim Martin, Mayor

Robert V. Angione, Clerk



The Council of the Township of Havelock-Belmont-Methuen invites applicants to serve on the following Committees of Council and Cemetery Board:

Volunteer appointments will expire with the term of Council on November 14, 2026.

Cemetery Board (5 Appointments)

The Township of Havelock-Belmont-Methuen Cemetery Board is governed by the Funeral, Burial and Cremation Services Act, 2002, as amended, and as administered by the Bereavement Authority of Ontario.

The Township of Havelock-Belmont-Methuen Cemetery Board shall manage and oversee the operation of all cemeteries within the Township of Havelock-Belmont-Methuen.

Economic Development Committee (4 Appointments)

The Economic Development Committee's goal is to advise and assist Council and the citizens of the Township of Havelock-Belmont-Methuen on matters associated with the ongoing economic well-being and prosperity of the community.

Two (2) Village Ward Business Owners or Employees
Two (2) Township Business Owners or Employees

Mathison Property and Parks Committee (4 Appointments)

The Mathison Property and Parks Committee is a Committee of Council established for the purpose of advising Council of recommended options for enhancing the Township owned green space properties as a means to encourage residents and visitors to use the Mathison Property and Township parks for recreational (i.e. walking, biking, bird watching etc.) and educational purposes.

Youth Committee (4 Appointments)

The Youth Committee's goal is to advise Council, advocate for, and organize youth related activities and events for youths' ages 9 – 15 residing within the Township of Havelock-Belmont-Methuen (HBM).

Two (2) Adult (aged 16 or older) members of the Community
Two (2) Youth (aged 9 to 15) members of the Community

For more information on Municipal Service Boards and Committees of Council, including Terms and Reference materials, please visit the Township website www.hbmtwp.ca.

Please submit the 'Municipal Volunteer Application Form' Online, via e-mail, fax, regular mail or drop-off to the Municipal Office by **November 15, 2024** to:

Leah Hutton, Acting Deputy Clerk
Email: lhutton@hbmtwp.ca
Fax: (705) 778-5248
1 Ottawa St E, PO Box 10, Havelock, ON K0L1Z0



The Corporation of the Township of Havelock-Belmont-Methuen
CEMETERY BOARD

TERMS OF REFERENCE

1. PURPOSE

The Township of Havelock-Belmont-Methuen Cemetery Board is governed by the Funeral, Burial and Cremation Services Act, 2002, as amended, and as administered by the Bereavement Authority of Ontario.

The Township of Havelock-Belmont-Methuen Cemetery Board shall manage and oversee the operation of all cemeteries within the Township of Havelock-Belmont-Methuen.

2. MANDATE

The Mandate of The Township of Havelock-Belmont-Methuen Cemetery Board is to:

- a) Ensure the effective operation, maintenance and beautification of the cemeteries within the Township of Havelock-Belmont-Methuen;
- b) To supervise and manage the business and administrative matters of the cemeteries within the Township of Havelock-Belmont-Methuen; and
- c) Ensure that all operations and proceedings of the cemeteries within the Township of Havelock-Belmont-Methuen comply with the Funeral, Burial and Cremation Services Act, 2002, as amended.

3. MEMBERSHIP

The Committee shall consist of:

- Two (2) members of Council with one acting as the Council Representative and one acting as an Alternate.
- Five (5) volunteers from the Community as appointed by Council.

4. TERM

Members shall be appointed for a two-year term as per the appointment by-law adopted by Council.

Appointments are for a two (2) year term, with a maximum continuous tenure of three (3) consecutive two (2) year terms.

5. COMMITTEE CHAIR & SECRETARY TREASURER

At the first meeting following Board appointments, Members of the Board shall choose a member who shall function as Chairperson of the Committee.

At the first meeting following Board appointments, Members of the Board shall choose a member who shall function as the Secretary/Treasurer of the Board.

6. MEETING SCHEDULE

Meetings shall be open to the public for observation and shall be conducted on a quarterly basis.

An agenda shall be prepared and submitted to all Board members no later than three (3) days prior to the meeting by the Chair of the Board. Meetings shall follow this written agenda and minutes shall be kept which accurately reflect the recommendation of the Board. Approved minutes shall be forwarded to the Township Clerk to be included in the Council package for consideration and comment following each Board meeting.

The Chairperson may call a "Special Meeting" to deal with issues of importance which are time sensitive or urgent in nature. Notice to Committee Members, Advisors and the public shall be provided at least 48 hours in advance of the meeting.

Quorum for meetings shall consist of a majority of the Members of the Board.

7. DUTIES AND FUNCTIONS

7.1 The Secretary/Treasurer will provide administrative support that shall include:

- a) Preparation and distribution of meeting agendas;
- b) Attendance at meetings;
- c) Record and circulate minutes;
- d) Facilitate Board communication;
- e) Attend to administrative duties including banking requirements, correspondence, accounts payable, accounts receivable;
- f) Maintain key cemetery documents and records including burial permits, interment rights certificates, contracts and calculating and filing of HST returns;
- g) Creating and managing financial reports, annual operating budget and grant applications; and,
- h) Preparing year end reconciliation and completion of schedules and working papers for the audit and financial statements.

8. RESOURCES/STAFF SUPPORT

8.1 The Board has the authority to set the compensation and job descriptions for Board members and hired staff.

The Board may call upon the assistance of Township Departments (e.g. Treasurer) if needed.

9. REMUNERATION

The Board has the authority to set the compensation and job descriptions for Board members and hired staff. A stipend for Board members may be recommended by Council via the appointment by-law.

10. REPORTING

The Board Chair shall report to Council following each meeting. Meeting minutes must be maintained and provided to the Township Clerk (to form part of the official records of the Township) and placed on the agenda of the next Open Session Council Meeting following a meeting of the Cemetery Board.

A report on the Board's recommendations is to be submitted through the Board Chair to Council as required.

11. FINANCIAL MANAGEMENT

11.1 Income generated through the operations of the Township of Havelock-Belmont-Methuen cemeteries shall be managed by the Cemetery Board.

11.2 The Township of Havelock-Belmont-Methuen Cemetery Board shall disperse funds in a manner deemed necessary by the Board.

11.3 In accordance with the Funeral, Burial and Cremation Services Act, 2002, as amended, the Township of Havelock-Belmont-Methuen may act as trustee and hold care and maintenance funds in trust for the Township of Havelock-Belmont-Methuen Cemetery Board if requested by the Cemetery Board and if agreed to by Township Council. Only the income from the fund may be used for the ongoing care and maintenance of the cemetery and its monuments.

11.4 The accounts and transactions of the Board shall be audited by the Municipal Auditor in the same manner as the accounts and transactions of the Township, and all minutes, books, records, documents, transactions, accounts and vouchers of the Board shall be open to the Municipal Auditor for inspection at all times.

12. CLOSED MEETINGS

The Board may, upon affirmative vote of the majority of its members present at a meeting, determine to hold any meeting or part of a meeting as a closed session in order to discuss matters permitted in *section 239 (2) of the Municipal Act, 2001*. If the Committee elects to hold a closed session, all persons not entitled to vote (with the exception of any Township Staff and all persons excepted by the members) shall vacate the premises where the meeting is taking place. Closed meetings can only be held in accordance with *Section 239 of the Municipal Act*. Prior to the commencement of closed session, a resolution shall be passed stating the general nature of the matter to be discussed and what sub- section of *section 239 (2)* applies.

13. CONFLICTS OF INTEREST

Members shall abide by the rules outlined within *the Municipal Conflict of Interest Act* and shall disclose the pecuniary interest to the Committee Secretary and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

14. MEETING ATTENDANCE

Any Member of the Committee who misses three consecutive meetings, without being excused by the Committee, may be removed from the Committee. The Committee must make recommendations via a report to Council for the removal of any member in accordance with adopted policy.

15. CONDUCT OF BOARD MEMBERS

All Board members shall respect and adhere to the following Township policies:

- Code of Conduct;
- Health and Safety; and
- Workplace Violence and Harassment.

16. EXPULSION OF MEMBER

Council may remove a member for reasons as listed, but is not limited to, the member being in contravention of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act*; disrupting the work of the Board or other legal issues. The process for expulsion of a member is as follows:

- ◆ If a member of the Board ceases to maintain the eligibility requirements, is not willing or able to carry on his or her duties, or absents himself or herself from three consecutive meetings of the Committee without being authorized by resolution entered upon its minutes, he or she is deemed to have vacated his or her seat.
- ◆ A proposed recommendation to Council to terminate the appointment of a member of the Board, shall be approved by Council resolution.

17. RISK MANAGEMENT

It shall be the responsibility of the Cemetery Board to obtain general liability insurance for Board Members and employees of the Board and it shall be the responsibility of the Cemetery Board to obtain Errors and Omissions coverage for all Board Members and employees of the Board.

Revised: September 24, 2024



The Corporation of the Township of Havelock-Belmont-Methuen

ECONOMIC DEVELOPMENT COMMITTEE

TERMS OF REFERENCE

1. GOAL

To advise and assist Council and the citizens of the Township of Havelock-Belmont-Methuen on matters associated with the ongoing economic well-being and prosperity of the community.

2. PRINCIPLES

Principles that guide the work of the Economic Development Committee include:

- ◆ A commitment to enhancing the quality of life for all residents;
- ◆ A commitment to responsible and sustainable growth;
- ◆ A commitment to ensuring opportunity for future generations of Havelock-Belmont-Methuen residents;
- ◆ A commitment to collaboration and partnership to achieve common objectives.

The Economic Development Committee has been established by Council in accordance with these adopted Terms of Reference. Committee members are bound by these Terms of Reference, and the Committee recommendations are non-binding and intended to be advisory in nature. Participation in the committee is voluntary.

3. MANDATE

The mandate of the Economic Development Committee of Havelock-Belmont-Methuen is to provide advice on a range of economic development activities including:

- ◆ Promotion of sustainable community economic development activities within the Township of Havelock-Belmont-Methuen including marketing of the community;
- ◆ Marketing and promotion of the Township of Havelock-Belmont-Methuen as an eastern Ontario destination;
- ◆ Supporting and enhancing growth opportunities for existing economic sectors within the community;

- ◆ Identifying new and emerging economic sectors and assessing growth potential;
- ◆ Identifying funding and partnership opportunities that would support a vibrant business community and downtown;
- ◆ Ensuring broad consultation with community stakeholders on economic development issues and opportunities;
- ◆ Working with other economic development organizations to enhance prosperity throughout the region;
- ◆ Communicating, and collaborating where appropriate, with the Chamber of Commerce and other community organizations;
- ◆ Providing input into the Economic Development Strategy and Community Improvement Plan of the Township of Havelock-Belmont-Methuen.

4. MEMBERSHIP

The Committee shall consist of no more than ten (10) members appointed by the Township Council who meet the criteria as outlined in these Terms of Reference.:

- ◆ Two (2) members of Council;
- ◆ Four (4) volunteers from the Business Community (two (2) village ward business representatives and two (2) township ward business representatives);
- ◆ One (1) representative from the Havelock Chamber of Commerce;
- ◆ One (1) advisor from the Peterborough County Economic Development Department.

Members will be selected from the business community at large on the basis of their demonstrated interest and participation in business matters; academic or technical qualifications; availability; work and volunteer experience; knowledge and professional expertise.

Members will be generally a Township of Havelock-Belmont-Methuen business license holder or employed by a Township of Havelock-Belmont-Methuen licensed business. Others may be considered where they have professional experience and other required qualifications not represented on the committee. Areas of expertise that may be sought include:

- ◆ Manufacturing
- ◆ Retail and Restaurant
- ◆ Tourism
- ◆ Agriculture
- ◆ Professional Services (i.e., Accounting, Legal, Health Care, Technology, etc.)
- ◆ Land Development (i.e., Developer, Construction, or Real Estate)

The business community and public are welcome to attend meetings and share opinions, but all decisions will be the responsibility of the appointed committee.

5. TERM

Members shall be appointed for a two-year term as per the appointment by-law adopted by Council.

Appointments are for a two (2) year term, with a maximum continuous tenure of three (3) consecutive two (2) year terms.

6. COMMITTEE CHAIR

A Member of Council shall function as Chairperson of the Committee.

7. MEETING SCHEDULES AND LOCATION

Meetings shall be open to the public and shall be conducted on a bi-monthly basis.

Meetings shall be held at the Municipal Office, 1 Ottawa Street East, Havelock, or at a mutually agreed upon accessible location within the municipality, if the Municipal Office is not available.

The Chairperson may call a "Special Meeting" to deal with issues of importance, which are time sensitive or urgent in nature. Notice to Committee Members and the public shall be provided at least 48 hours in advance of meeting.

The accidental omission to give 48 hours notice of any meeting of the Committee to its Members or the non-receipt of any notice by any Member or any error in any notice that does not affect its substance, does not invalidate any resolution passed or any proceedings taken at the meeting. Any Member of the Committee may at any time waive notice of any meeting.

Quorum for meetings shall consist of a majority of the Members of the Committee. If there is no quorum present within 30 minutes after the time appointed for the meeting, the names of the members present shall be recorded and the meeting shall be adjourned.

8. RESOURCES/STAFF SUPPORT

The CAO and Economic Development Officer shall provide advisory support, as needed, including such services as coordination of meetings.

The Economic Development Officer will act as the Committee Clerk and is responsible for preparing the meeting agendas and minutes.

The Committee may call upon the assistance of other Township Departments (e.g., Planning, Treasurer etc.), if needed.

9. REMUNERATION

Members of the Committee shall participate voluntarily, and as such, receive no compensation or remuneration.

10. REPORTING

It is not necessary for the Committee to submit reports to Council following each meeting. However, meeting minutes must be maintained and provided to the Township Clerk (to form part of the official records of the Township).

The Committee may make recommendations to Council by way of a resolution in the minutes and these recommendations will be accompanied by a report from the CAO or Economic Development Officer providing the pertinent background information to the recommendation for Council's evaluation.

11. BUDGET

Expenses incurred by this Committee are to be approved by Council prior to being incurred and shall not exceed any budget amounts provided within the Township's Operating Budget.

Any requests for funding that are outside the annual budget process must be submitted to Council for consideration and/or approval.

12. CLOSED MEETINGS

The Committee may, upon affirmative vote of the majority of its members present at a meeting, determine to hold any meeting or part of a meeting as a closed session in order to discuss matters permitted in *section 239 (2) of the Municipal Act, 2001*. If the Committee elects to hold a closed session, all persons not entitled to vote (with the exception of appointed Advisors and any Township Staff, if any, and all persons excepted by the members) shall vacate the premises where the meeting is taking place. Closed meetings can only be held in accordance with *Section 239 of the Municipal Act*. Prior to the commencement of closed session, a resolution shall be passed stating the general nature of the matter to be discussed and what subsection of *section 239 (2)* applies.

13. CONFLICTS OF INTEREST

Members shall abide by the rules outlined within *the Municipal Conflict of Interest Act* and shall disclose the pecuniary interest to the Committee Clerk and absent

himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

14. MEETING ATTENDANCE

Any member of the Committee who misses three consecutive meetings, without being excused by the Committee, may be removed from the Committee. The Committee must make recommendations by a report to Council for the removal of any member in accordance with the adopted policy.

15. INSURANCE

The Economic Development Committee is insured for office meeting work through the Township's Policy as it applies to these terms of reference.

16. DISSOLUTION

At the discretion of Council, or upon the mandate of the Committee being fulfilled, the Committee may be dissolved by resolution of Council.

17. EXPULSION OF MEMBER

Council may remove a member for reasons as listed, but is not limited to, the member being in contravention of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act*; disrupting the work of the Committee or other legal issues. The process for expulsion of a member is as follows:

- ◆ If a member of the Committee ceases to maintain the eligibility requirements, is not willing or able to carry on his or her duties, or absents himself or herself from three consecutive meetings of the Committee without being authorized by resolution entered upon its minutes, he or she is deemed to have vacated his or her seat.
- ◆ A proposed recommendation to Council to terminate the appointment of a member of the Committee, shall be approved by Council resolution.

18. VACANCIES

Council retains the right to appoint a new Committee member to fill a vacancy for the remainder of the unexpired term should a vacancy occur, for reasons of expulsion, or in the event of the death or disability of a member.

June 2023



The Corporation of the Township of Havelock-Belmont-Methuen

MATHISON PROPERTY AND PARKS COMMITTEE

TERMS OF REFERENCE

1. PURPOSE

The Mathison Property and Parks Committee is a Committee of Council established for the purpose of advising Council of recommended options for enhancing the Township owned green space properties as a means to encourage residents and visitors to use the Mathison Property and Township parks for recreational (i.e. walking, biking, bird watching etc.) and educational purposes.

2. MANDATE

The Mandate of the Committee is to:

- ◆ Research issues associated with the development of the Mathison Property and Township parks in order to make recommendations to Council on various options for levels of activity.
- ◆ Review and make recommendations to Council on fundraising opportunities to assist with the capital and operating costs associated with this development.

3. MEMBERSHIP

The Committee shall consist of:

- Two (2) members of Council with one acting as the Chair and one acting as an Alternate.
- Four (4) volunteers from the Community.

The public are welcome to attend meetings to observe the proceedings.

4. TERM

Members shall be appointed for a two-year term as per the appointment by-law adopted by Council.

Appointments are for a two (2) year term, with a maximum continuous tenure of three (3) consecutive two (2) year terms.

5. COMMITTEE CHAIR

A Member of Council shall function as Chairperson of the Committee.

6. MEETING SCHEDULES AND LOCATION

Meetings shall be open to the public and shall be conducted on a quarterly basis.

Meetings shall be held at the Municipal Office, 1 Ottawa Street East, Havelock, or at a mutually agreed upon accessible location within the municipality, if the Municipal Office is not available.

The Chairperson may call a "Special Meeting" to deal with issues of importance which are time sensitive or urgent in nature. Notice to Committee Members, Advisors and public shall be provided at least 48 hours in advance of meeting.

Quorum for meetings shall consist of a majority of the Members of the Committee.

7. DUTIES AND FUNCTIONS

- ◆ Review Documents currently available.
- ◆ Establish criteria for property development.
- ◆ Prepare Minutes or regular reports on recommendations for Council per section # 10.
- ◆ Plan, organize and coordinate approved activities associated with the Mathison Property and Parks Fundraising.
- ◆ Assist Township Staff with the design and development of the Mathison Property and other Township parks.

8. RESOURCES/STAFF SUPPORT

Township staff shall provide advisory support, as needed, including such services as coordination of meetings. Parks Department staff along with Public Works staff may provide technical advice as required.

The Committee may call upon the assistance of other Township Departments (e.g. Treasurer) if needed.

9. REMUNERATION

Members of the Committee and Advisors shall participate voluntarily and as such, receive no compensation or remuneration.

10. REPORTING

The Committee Chair shall report to Council following each meeting. Meeting minutes must be maintained and provided to the Township Clerk (to form part of the official records of the Township) and placed on the agenda of the next Open Session Council Meeting following a meeting of the Mathison Property and Parks Committee.

A report on the Committee's recommendations is to be submitted through the Committee Chair to Council as required.

11. BUDGET

Expenses incurred by this Committee are to be approved by Council prior to being incurred and shall not exceed any budget amounts provided within the Township's Operating Budget.

12. CLOSED MEETINGS

The Committee may, upon affirmative vote of the majority of its members present at a meeting, determine to hold any meeting or part of a meeting as a closed session in order to discuss matters permitted in *section 239 (2) of the Municipal Act, 2001*. If the Committee elects to hold a closed session, all persons not entitled to vote (with the exception of any Township Staff and all persons excepted by the members) shall vacate the premises where the meeting is taking place. Closed meetings can only be held in accordance with *Section 239 of the Municipal Act*. Prior to the commencement of closed session, a resolution shall be passed stating the general nature of the matter to be discussed and what sub- section of *section 239 (2)* applies.

13. CONFLICTS OF INTEREST

Members shall abide by the rules outlined within *the Municipal Conflict of Interest Act* and shall disclose the pecuniary interest to the Committee Secretary and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

14. MEETING ATTENDANCE

Any Member of the Committee who misses three consecutive meetings, without being excused by the Committee, may be removed from the Committee. The Committee must make recommendations via a report to Council for the removal of any member in accordance with adopted policy.

15. INSURANCE

The Mathison Property and Parks Committee is insured for Committee work through the Township's Policy as it applies to these terms of reference.

16. DISSOLUTION

At the discretion of Council, or upon the mandate of the Committee being fulfilled, the Committee may be dissolved by resolution of Council.

17. EXPULSION OF MEMBER

Council may remove a member for reasons as listed, but is not limited to, the member being in contravention of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act*; disrupting the work of the Committee or other legal issues. The process for expulsion of a member is as follows:

- ◆ If a member of the Committee ceases to maintain the eligibility requirements, is not willing or able to carry on his or her duties, or absents himself or herself from three consecutive meetings of the Committee without being authorized by resolution entered upon its minutes, he or she is deemed to have vacated his or her seat.
- ◆ A proposed recommendation to Council to terminate the appointment of a member of the Committee, shall be approved by Council resolution.

Revised: September 24, 2024



The Corporation of the Township of Havelock-Belmont-Methuen

YOUTH COMMITTEE

TERMS OF REFERENCE

1. GOAL

To advise Council, advocate for, and organize youth related activities and events for youths ages 9 – 15 residing within the Township of Havelock-Belmont-Methuen (HBM).

2. PRINCIPLES

Principles that guide the work of the Youth Committee include:

- A commitment to enhance the quality of life for residents ages 9 – 15.
- A commitment to being inclusive, welcoming, and accepting of all youths.
- A commitment to seeking out input from youth on important matters affecting them and recreational activities that interest them.
- A commitment to positively advocate for the youth of HBM.

Decisions of the Youth Committee are advisory and are not binding on the Township. Comments or decisions of the Committee must be in a form of a recommendation and will be referred to Council for consideration after the respective Committee minutes have been adopted, unless otherwise directed by the Chief Administrative Officer. Where Committee members are not in favour of a recommendation, dissenting comments must be noted in the Committee minutes.

3. MANDATE

The mandate of the Youth Committee of Havelock-Belmont-Methuen (HBM) is to:

- Engage youth within the Township of Havelock-Belmont-Methuen through the organization and execution of youth-based events and activities.
- Support and provide youth leadership opportunities.
- Ensure broad consultation with the youth community on youth related issues and opportunities.
- Communicate and collaborate, where appropriate, with other community organizations to engage youth throughout the township.
- Advocate in the best interests of the youth of HBM.

- Based on the stated mandate and purpose, the Youth Committee will establish its priorities at the beginning of each new term and develop a plan to focus the Committee’s attention and actions.

4. MEMBERSHIP

The Committee shall consist of no more than ten (10) members appointed by the Township Council who meet the criteria as outlined in these Terms of Reference.:

- Two (2) members of Council with one acting as the Co-Chair
- Four (4) volunteers from the Community; two (2) adults (with one acting as the Co-chair) and two (2) youth representatives.
- No more than three (3) Committee advisors (non-voting)

Committee members will be selected from the community at large based on their demonstrated interest and participation in youth-based matters; volunteerism experience; availability; knowledge and applicable expertise.

Youth Committee meetings are open, the public are welcome to attend and share opinions, but all decisions will be the responsibility of the appointed committee.

5. TERM

Members shall be appointed for a two-year term as per the appointment by-law adopted by Council.

Appointments are for a two (2) year term, with a maximum continuous tenure of three (3) consecutive two (2) year terms.

6. COMMITTEE CO-CHAIR

One (1) member of Council shall function as a Co-chairperson of the Committee in conjunction with one (1) adult Co-chairperson member.

7. MEETING SCHEDULES AND LOCATION

Meetings shall be open to the public and shall be conducted monthly. Meeting dates, agendas, and minutes will be published on the township website www.hbmtwp.ca.

Meetings shall be held at the Town Hall, 1 Mathison St W, Havelock, or at a mutually agreed upon accessible location within the municipality.

The Co-chairperson(s) may call a “Special Meeting” to deal with issues of importance, which are time sensitive or urgent in nature. Notice to Committee Members and the public shall be provided at least 48 hours in advance of a meeting.

The accidental omission to give 48 hours notice of any meeting of the Committee to its Members or the non-receipt of any notice by any Member or any error in any notice that does not affect its substance, does not invalidate any resolution passed or any proceedings taken at the meeting. Any Member of the Committee may at any time waive notice of any meeting.

The Quorum for meetings shall consist of a majority of the Members of the Committee (4 voting members). If there is no quorum present within 30 minutes after the time appointed for the meeting, the names of the members present shall be recorded, and the meeting shall be adjourned. Meeting minutes shall reflect this.

8. RESOURCES/STAFF SUPPORT

The CAO and/or assigned staff member shall provide advisory support, as needed, including such services as coordination of meetings.

The staff member will act as the Committee Clerk and will be responsible for preparing the meeting agendas and minutes.

The Committee may call upon the assistance of other Township Departments (e.g., Planning, Treasurer etc.), if needed.

9. REMUNERATION

Members of the Committee shall participate voluntarily, and as such, receive no compensation or remuneration.

10. REPORTING

It is not necessary for the Committee to submit reports to Council following each meeting. However, meeting minutes must be maintained and provided to the Township Clerk (to form part of the official records of the Township).

The Committee may make recommendations to Council by way of a resolution in the minutes and these recommendations will be accompanied by a report from the CAO or Committee Clerk providing the pertinent background information to the recommendation for Council’s evaluation.

11. BUDGET

Expenses incurred by this Committee are to be approved by Council prior to being incurred and shall not exceed any budget amounts provided within the Township's Operating Budget.

Any requests for funding that are outside the annual budget process must be submitted to Council for consideration and/or approval.

12. CLOSED MEETINGS

The Committee may, upon affirmative vote of the majority of its members present at a meeting, determine to hold any meeting or part of a meeting as a closed session in order to discuss matters permitted in *section 239 (2) of the Municipal Act, 2001*. If the Committee elects to hold a closed session, all persons not entitled to vote (with the exception of appointed Advisors and any Township Staff, if any, and all persons excepted by the members) shall vacate the premises where the meeting is taking place. Closed meetings can only be held in accordance with *Section 239 of the Municipal Act*. Prior to the commencement of closed session, a resolution shall be passed stating the general nature of the matter to be discussed and what sub- section of *section 239 (2)* applies.

13. CONFLICTS OF INTEREST

Members shall abide by the rules outlined within *the Municipal Conflict of Interest Act* and shall disclose the pecuniary interest to the Committee Clerk and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

14. MEETING ATTENDANCE

Any member of the Committee who misses three consecutive meetings, without being excused by the Committee, may be removed from the Committee. The Committee must make recommendations in a report to Council for the removal of any member in accordance with the adopted policy.

15. INSURANCE

The Youth Committee is insured for office meeting work through the Township's Policy as it applies to these terms of reference.

16. DISSOLUTION

At the discretion of Council, or upon the mandate of the Committee being fulfilled, the Committee may be dissolved by resolution of Council.

17. EXPULSION OF MEMBER

Council may remove a member for reasons as listed, but is not limited to, the member being in contravention of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Provincial Offences Act*, the *Municipal Conflict of Interest Act*, disrupting the work of the Committee or other legal issues. The process for expulsion of a member is as follows:

- If a member of the Committee ceases to maintain the eligibility requirements, is not willing or able to carry on his or her duties or absents himself or herself from three consecutive meetings of the Committee without being authorized by resolution entered upon its minutes, he or she is deemed to have vacated his or her seat.
- A proposed recommendation to Council to terminate the appointment of a member of the Committee, shall be approved by Council resolution.

18. VACANCIES

Council retains the right to appoint a new Committee member to fill a vacancy for the remainder of the unexpired term should a vacancy occur, for reasons of expulsion, or in the event of the death or disability of a member.

19. AMENDMENTS TO TERMS OF REFERENCE

The Terms of Reference of the Youth Committee should be reviewed at the end of each term. The Committee may recommend revisions to the Terms of Reference to Council for consideration.

January 2024

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: December 17, 2024
Subject: Norwood Medical Centre

Purpose:

The purpose of this report is to recommend that preliminary negotiations commence with representatives of the Township of Asphodel-Norwood in order to explore the possibility of rostering patients with doctors as per the Norwood Medical Centre proposal.

Recommendation:

That preliminary negotiations commence with representatives of the Township of Asphodel-Norwood to explore the possibility of rostering patients with doctors as per the Norwood Medical Centre proposal.

Background:

During the Community Budget Survey earlier this year, 78% of respondents expressed that it is either "Important" or "Very Important" to use municipal taxation funds to support doctor recruitment.

At the Open Session Regular Council Meeting of June 4, 2024 Council received a delegation from the Mayor and CAO of the Township of Asphodel-Norwood pertaining to the Norwood Medical Centre. During the delegation, the proposal to roster HBM patients at the Norwood Medical Centre was presented. A fee of \$150.00 per patient has been requested.

At the Local Healthcare Town Hall Meeting held on Thursday, November 21, 2024 the Healthcare Advancement Coordinator noted, during her presentation, that approximately 800 HBM residents are currently not rostered with a doctor as per the County Your Health Matters statistics. It was indicated that 800 represents a worst-case scenario and that the actual number is expected to be approximately 600 due to duplication of names appearing on the Norwood list and the County list.

Financial Impact:

There is no financial impact to commencing preliminary negotiations with representatives of the Township of Asphodel-Norwood to explore the possibility of rostering patients with doctors as per the Norwood Medical Centre proposal. The financial impact will be realized if a deal is completed.

In Consultation With:

None.

Strategic Plan Reference:

1.2 Partnership Development

Attachments:

None.

Respectfully Submitted:

Bob Angione

Bob Angione
Chief Administrative Officer/Clerk

FOR IMMEDIATE RELEASE

The Merger of HKPR District Health Unit and Peterborough Public Health Moves Forward

The legal merger of both health units into a single entity will take effect January 1, 2025.

PETERBOROUGH AND PORT HOPE, ON (December 4, 2024) – The Boards of Health for [Haliburton, Kawartha, Pine Ridge District Health Unit](#) (HKPR District Health Unit) and [Peterborough Public Health](#) (PPH) are pleased to announce that they will be moving forward with a voluntary merger, effective January 1, 2025. The goal of the merger is to sustain and improve the delivery of public health programs and services across the City of Kawartha Lakes, the County of Haliburton, Northumberland County, Hiawatha First Nation, Curve Lake First Nation, Alderville First Nation, Peterborough County and the City of Peterborough.

The merger will be supported through an investment of \$10.1 million from the Province of Ontario ([announced](#) on Monday, December 2) to support both the merger directly, catch-up activities, and service improvements to strengthen public health for this region.

“This is an important milestone bringing both public health units together to form one new organization,” said David Marshall, Board Chair for the HKPR District Health Unit. “Our dedicated and now combined employees of more than 300 public health professionals will continue to work with our communities, partners and stakeholders to protect and promote health and prevent disease within our combined areas to keep our residents healthy.”

In August 2023, the Ministry of Health announced plans to strengthen the public health sector by offering one-time funding, resources and supports to local public health agencies that voluntarily merged by January 1, 2025. In response to the announcement, the HKPR District Health Unit and PPH Boards of Health engaged the consulting firm Sense and Nous to conduct a feasibility study on a potential merger. Both Boards then voted to move forward with the merger process in February 2024 and a voluntary merger proposal and budget was submitted to the Ministry of Health on April 2, 2024. The new Board of Health will meet for the first time in the new year. The Ministry of Health has assured the public health unit that the government commits to 100 per cent provincial funding support for this merger with no fiscal impacts to municipalities and First Nations as a result of this merger, and in principle also commit to funding eligible merger expenses in subsequent years.

Membership of the new Board of Health will include 9 municipal representatives (two from the County of Northumberland, two from the City of Kawartha Lakes, one from the County of Haliburton, two from the County of Peterborough, and two from the City of Peterborough). In addition, the new Board of Health intends to have section 50 representation as currently exists (one member from Curve Lake First Nation and one from Hiawatha First Nation). The new Board of Health will also include provincial appointees, as outlined in the *Health Protection and Promotion Act*, and these members are yet to be confirmed.

“Peterborough residents became more familiar with public health's role and leadership during the COVID-19 pandemic, however, the health unit in our community has served us for over 135 years with a wide-reaching scope beyond infectious diseases,” said Councillor Joy Lachica, Board Chair for Peterborough Public Health. “With our friends at HKPR and the generous funding investment by the province, we will sustain and grow public health services for our residents.”

A new organizational structure and leadership team for the merged public health unit will be announced at a later time. Both current public health units will remain operational, with no immediate impact on programs and services provided to the public. A new identity and brand will be launched in early 2025.

During this time, both the HKPR District Health Unit and Peterborough Public Health remain committed to engaging with the communities they serve, partners and teams to determine future opportunities to continue the important work of public health across the City of Kawartha Lakes, Haliburton County, Northumberland County, Hiawatha First Nation, Curve Lake First Nation, Alderville First Nation, Peterborough County and the City of Peterborough.

Additional Quotes

- “The province has made a commitment to the people of Ontario to strengthen the public health sector. The merger of Haliburton, Kawartha, Pine Ridge District Health Unit and Peterborough Public Health will combine over 300 dedicated staff to increase public health capacity and improve program delivery to our communities. The significant investment from the province will provide assistance for our local health units to merge smoothly and continue their quality service for all residents in Haliburton, Kawartha, Northumberland and Peterborough.” **David Piccini, Member of Provincial Parliament, Minister of Labour, Immigration, Training and Skills Development**
- “The merging of HKPR District Health Unit and Peterborough Public Health will streamline operations and enhance their ability to deliver comprehensive and efficient services. This integration will allow for the expansion of programs and ensure health initiatives will reach more people, fostering healthier communities across our region.” **Laurie Scott, Member of Provincial Parliament, Haliburton – Kawartha Lakes – Brock**
- “This merger is fantastic news for the entire region. It will create a health unit that is large enough to allow for succession planning for every staff position, create opportunities for mentorship, professional growth and provide exceptional healthcare results for the area. I want to thank everyone involved in this voluntary merger and look forward to working closely with both Dr. Piggott and Dr. Bocking.” **Dave Smith, Member of Provincial Parliament, Peterborough – Kawartha**
- “This is excellent news that the provincial government has approved the investment and the PPH Board of Health has resolved to merge. The efficiencies and improvements to public health delivery will be important for residents of the County of Peterborough and full Geography.” **PPH Board of Health Vice Chair and Deputy Mayor Ron Black (County of Peterborough, Selwyn Township)**
- “Public health affects us all and is important to the health of our communities. I am looking forward to seeing the new organization grow to more capably and equitably serve Indigenous peoples and all residents in the new region.” **Councillor Kathryn Wilson (Hiawatha First Nation)**
- “The merger of these two health units makes sense. Because of their proximity and the similar rural environment, they face common issues and experiences. No doubt, these experiences are resolved differently than how they might be in larger urban health units with the high population density yet relatively small geographical size. The merger will allow currently suggested but not mandated services to remain active and regular services to remain less interrupted, even when an emergency such as COVID hits unexpectedly.” **Mayor John Logel (Alnwick Haldimand Township)**

Media Contacts:

Ashley Beaulac, Communication Services Manager, HKPR District Health Unit, abeaulac@hkpr.on.ca, 1-866-888-4577 x 1212
Peterborough Public Health - Media Relations, media@peterboroughpublichealth.ca, 1-705-743-1000, x 352

About the Haliburton, Kawartha Pine Ridge District Health Unit

The Haliburton, Kawartha, Pine Ridge District Health Unit provides important public health programs and services to residents in Northumberland County, Haliburton County, and the City of Kawartha Lakes. Our dedicated team of public health professionals, led by our Medical Officer of Health, promote healthy living, protect against disease, and prevent illness and injury. We work with health care providers and community partners to address emerging health issues, service gaps and social inequities to support residents in being well and reaching their full potential. Our values of trust, engagement, accountability, and leadership guide what we do every day. Learn more at www.hkpr.on.ca.

About Peterborough Public Health

Peterborough Public Health serves residents throughout the City and County of Peterborough, as well as Curve Lake and Hiawatha First Nations, and offer a wide range of programs and services ranging from healthy eating workshops, poverty reduction initiatives to controlling infectious disease outbreaks, water safety and oral health and sexual health clinic services. Public Health is shaped by our social, economic and physical environments, as well as by our personal choices. Through community programs and by developing better health policies, Peterborough Public Health works to improve the living conditions of those in need for the benefit of all. Learn more at www.peterboroughpublichealth.ca



MEDIA RELEASE

FOR IMMEDIATE RELEASE

Wednesday December 11, 2024, Peterborough

A Growing Hunger for Income Solutions

Health Unit's Annual Report Highlights More Severe Food Insecurity

From 2021 to 2023, approximately one in five households in Peterborough City and County faced food insecurity. Each year, Peterborough Public Health (PPH) releases a report on household food insecurity within the City and County of Peterborough. However, this year's report shows a significant increase in the severity of that food insecurity.

The 2024 report highlights how incomes are failing to meet the rising costs of basic needs and folks are now, more than ever, are missing meals or reducing food intake due to cost. The Canadian Consumer Price Index shows that goods and services increased by 6.8% in 2022 – the biggest increase in 40 years – and another 3.9% in 2023. Yet incomes have not increased at the same rate. Food insecurity is an income problem, which cannot be properly resolved without income solutions and addressing other critical community issues, such as:

- Affordable housing
- Strengthening food systems
- Addressing racism and discrimination
- Supporting Indigenous self-determination and health equity
- Helping families with children to thrive

Household food insecurity increases both adult's and children's risk of chronic diseases, infectious diseases, and poorer mental health, among other negative health outcomes. "Consistent with provincial and national trends, the Food Insecurity Report addresses the largest increases in food insecurity that our communities have faced in decades. To get to root causes and reverse this trend, we need to address income as a determinant of health", said Dr. Thomas Piggott, Medical Officer of Health and CEO of PPH. Residents are encouraged to continue taking action for income solutions, including the right to affordable housing, and learning about food insecurity within our community. The full report can be read online at: www.peterboroughpublichealth.ca/wp-content/uploads/2024/12/2024-Report-Addressing-Food-Insecurity-in-Peterborough.pdf

-30-

For further information, please contact:

Media Relations

media@peterboroughpublichealth.ca

Addressing Food Insecurity in Peterborough

A Growing Hunger for Income Solutions




Peterborough
Public Health

2024

Contents

Summary: A Growing Hunger for Income Solutions.....3
What is Household Food Insecurity?4
Household Food Insecurity in Peterborough..... 4
Household Food Insecurity in Canada: Increasing Prevalence and Severity 4
What is Contributing to Worsening Household Food Insecurity? 5
Realities of Limited Incomes in Peterborough6
Is Food Affordable in Peterborough County and City? Not for Some. 6
Case Study #1: Single, Pregnant Person, County 7
Case Study #2: Lone Parent-Led Family, County..... 8
Case Study #3: Newcomer Two Parent Family with Children, City 9
Case Study #4: Two Parent Family with Children, City 10
Case Study #5: Single Unattached Person, City 11
How Food Insecurity Links to our Community12
Well-being of Children and Families:..... 12
Physical Health: 13
Mental Health: 14
Indigenous Self-determination and Health Equity: 14
Housing: 16
Climate Change: 16
Food Insecurity is a Health Equity Issue. 18
How Can We Fix the Problem of Household Food Insecurity?19
How Can We Learn More and Be Part of the Change?20
APPENDIX A: Income Scenarios21
2024 – Monitoring Food Affordability in Ontario (MFAO) Income Scenarios PPH22
APPENDIX B: Changes in Food Affordability Over Time23
References24



We respectfully acknowledge that we are on the Treaty 20 and traditional territory of the Mississauga Anishnaabeg. We offer our gratitude to the First Nations for their care for, and teachings about, our earth and our relations. May we honour those teachings.

We are grateful for the opportunity to collaborate on the development of this report with other organizations including the New Canadian Centre, Nogojiwanong Friendship Centre, Curve Lake First Nation Health Centre, and the Peterborough Food Action Network. Working together allows us to create a greater collective impact.

Summary: A Growing Hunger for Income Solutions

Household food insecurity refers to worrying about running out of money for food. It is a worsening public health issue, affecting Indigenous people, the County and City of Peterborough, and people across Ontario and Canada. Nearly 1 in 5 households faced food insecurity in Peterborough County and City, between 2021-2023. Locally, individuals and families are forced to choose between paying for rent, or food.

Household food insecurity is not an isolated problem. Tackling this issue reveals interconnections with critical community priorities such as:

- affordable housing,
- adapting to climate change and strengthening food systems,
- addressing racism and discrimination,
- supporting Indigenous self determination and health equity, and
- helping families with children to thrive.

Many types of community and systems change are needed. But there is a common thread through all of these priorities: a growing hunger for income solutions. Inadequate incomes are the root cause of household food insecurity. Despite best efforts, food relief programs can't keep up with the need, and don't address the root of the issue. Policy that allows all community members and families to have enough money to live with dignity, is an essential ingredient to achieve these priorities and to help communities thrive.



What can be done to address the growing hunger for income solutions?

- Learn more about household food insecurity and income solutions.
- Learn about additional systemic roots of food insecurity.
- Speak up for change. Your voice can make a difference.



What is Household Food Insecurity?

Household food insecurity is a serious health issue, affecting under-served people the most. It is the “inadequate or insecure access to food due to financial constraints.”¹ Someone who is food insecure worries about running out of money for food. Food Insecurity is a sensitive marker of ongoing financial hardship.¹

Household Food Insecurity in Peterborough

Roughly 19%* of local households faced food insecurity between 2021-2023 in Peterborough County and City.² This is about the same as the estimate reported in Peterborough Public Health’s 2023 report: nearly 1 in 5 local households worrying about having enough money for food. These are the highest food insecurity prevalence estimates ever recorded in our community.



Local household food insecurity rates remain the highest ever recorded.

Nearly 1 in 5 local households faced food insecurity between 2021-2023.*



**This number is a 3-year average from the Canadian Income Survey (CIS) that needs to be interpreted with caution due to a small sample size and variability in the sample. Household food insecurity numbers may be underestimated as CIS samples do not include unhoused individuals or Indigenous Peoples living on-reserve.*

Household Food Insecurity in Canada: Increasing Prevalence and Severity

There are 3 types of household food insecurity:³

- **Marginal food insecurity** refers to worrying about running out of food, or having a limited selection of food due to not having enough money for food.
- **Moderate food insecurity** indicates compromises in the quality of quantity of food, due to not having enough money for food.
- **Severe food insecurity** means missing meals and reducing food intake, and even going for days without food, due to not having enough money for food.

Health outcomes get poorer as food insecurity gets more severe.⁴ Severe household food insecurity is associated with the most serious health complications, including shortened life spans by an average of 9 years.⁴

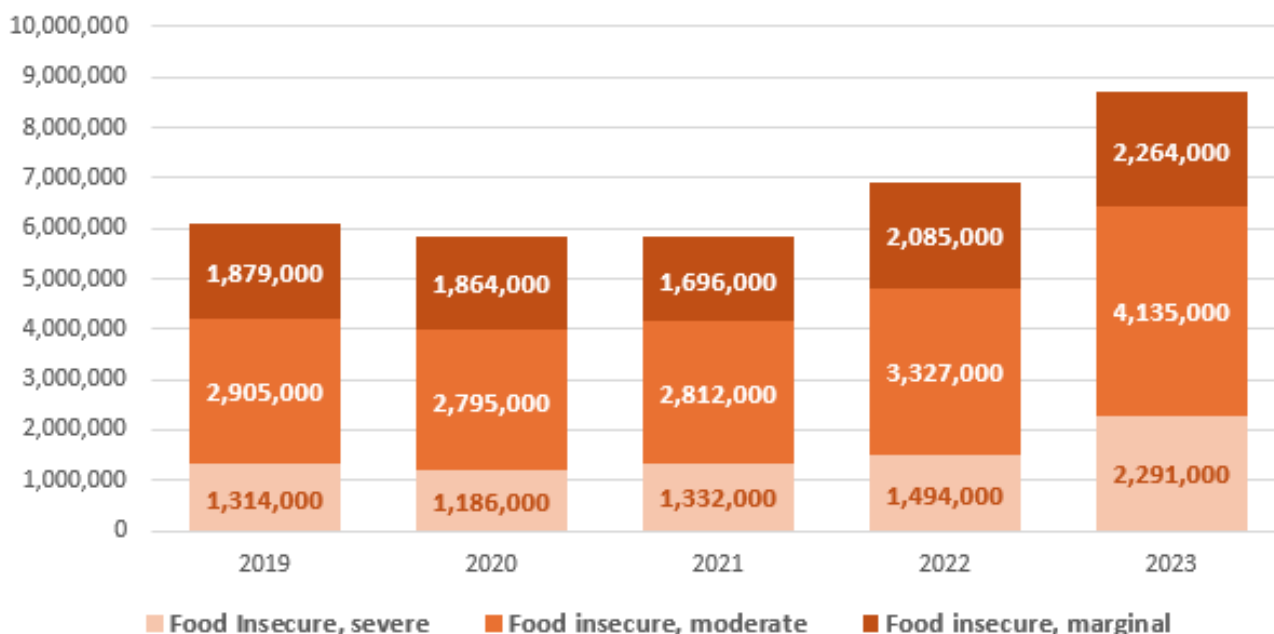
Food Insecurity is Getting Worse

Data from the ten provinces comparing food insecurity to previous years, shows that compared to 2021 and 2022, in 2023:

- There were more people living in food insecure households.⁵
- There were more people facing more severe types of food insecurity.⁵

Those most impacted by increases in severity of food insecurity between 2021-2022 included one-parent households with children, renters, and people with social assistance as their primary income source.⁶

Number of people living in food-insecure households in the ten provinces, 2019-2023⁵



Canadian Income Survey (CIS) 2018-2022. Data on food insecurity for CIS are collected in the year following the survey reference year. Data is labelled using the year of the data collection.

Chart adapted from PROOF • Source: Statistics Canada Table 12-10-0834-01

What is Contributing to Worsening Household Food Insecurity?

Incomes don't meet the rising cost of basic needs.

- Costs have gone up for goods and services. In Canada, this is measured by the Consumer Price Index, which saw the biggest increase in 40 years in 2022 (6.8%) and rose an additional 3.9% in 2023.⁷ Food is just one of these expenses. Food prices can be driven up by many factors including global conflict and climate change impacts, such as drought and extreme weather.⁸
- In many cases, incomes haven't increased enough to cover the costs of basic needs, including, but not limited to food and shelter.

Realities of Limited Incomes in Peterborough

Is Food Affordable in Peterborough County and City? Not for Some.

Households living on fixed incomes and minimum wage have little, if any, money left to cover basic monthly expenses after paying for shelter and food. The following case studies do not represent real people but are based on research and current data representing the impacts of household food insecurity. They include real costs for individuals and families living in Peterborough County and City, and real income examples as of May 2024.

Necessary monthly expenses not captured in these case studies include: phone/internet, utilities, transportation, household/personal care items, clothing, laundry, childcare, children’s activities and school supplies, etc. Income amounts listed are after tax, and include tax credits, and benefits. Actual income amounts in our community may be lower if residents are not able to file income tax and/or do not apply for all available tax credits. Housing costs may also be higher for residents moving into rental units.

People in our community are struggling to make ends meet.



Case Study #1: Single, Pregnant Person, County

- Aisha is in their late 20s, lives on their own in the County of Peterborough, and is expecting a baby.
- They are unable to work due to a chronic health condition and rely on the **Ontario Disability Support Program** for income.
- The cost of rent for their one-bedroom apartment takes up 80% of their monthly income.

Aisha tries to eat balanced meals to give their baby a good start. However, due to a limited income, this is not always possible, and leads to a monthly deficit, even before paying for everything else needed to get by. Facing compounding stress and anxiety about being able to afford rent, food, and necessities for themselves and the baby, Aisha experiences mental health decline. Even though their monthly income went up a little bit, Aisha is still more behind, even before other expenses such as transportation, internet, utilities, and supplies to prepare for the new baby.

What about transportation?
What about phone bills?
What about fees for counselling or physiotherapy?
What about clothes?
What about supplies for the new baby?



2024
Income, \$1505
– Rent, \$1208 (80% of income)
– Food, \$472 (31% of income)
=
– \$175 (deficit)

Case Study #2: Lone Parent-Led Family, County

- Sheena is a single parent with two children under 6 years old.
- She rents a 2-bedroom basement apartment in Peterborough County.
- Sheena currently receives **Ontario Works**, as she has not been able to find work that also allows her to care for her young children. She also receives the Ontario Child Benefit and Canada Child Benefit. Without this, she would be in a monthly deficit after paying for food and rent alone.

Sheena is very resourceful with her limited budget, but rising costs of living means she is having trouble making ends meet. After paying for rent and food alone, she has \$658 left for everything else. She just found out that she needs to replace her used car, her only form of transportation. But she doesn't know how she will pay for this unexpected expense. She finds herself eating less and sometimes skipping meals to make sure that her kids have enough to eat. She notices that she is not feeling her best.

What about childcare, to allow Sheena to return to work?

What about activities?

What about phone and internet bills?

What about gas and car insurance?



2024
Income, \$2863
– Rent, \$1453 (51% of income)
– Food, \$752 (26% of income)
=
\$658

Case Study #3: Newcomer Two Parent Family with Children, City

- Marie and Jean have 2 children, ages 8 and 14. They immigrated to Canada, fleeing a dangerous situation for their family. Their immigration status is “refugee claimant” and they are awaiting their *Notice to Appear* that will inform them of the date, time and location of their Refugee Claimant hearing.
- They rent a 3-bedroom apartment in the City of Peterborough.
- Jean has a work permit and worked his way up to a full-time minimum wage job doing physical labour on night shifts. Due to their immigration status, they are unable to access certain benefits and supports, such as the Ontario Child Benefit or Canada Child Benefit.

Marie, Jean and their children are resilient, and enjoy meeting people in Peterborough. Marie is working hard at learning English in her ESL class, and hopes to go on to post-secondary education, but she is not eligible for the Ontario Student Assistance Program (OSAP). Marie, Jean and their children are skilled at cooking, and they know nourishing food is important. However, the ingredients for their traditional meals are expensive or hard to access in Peterborough, so they adapt with eating more processed food. Jean is worried about his health and diabetes risk and doesn't have OHIP which limits his access to health care. As they do their best to help their children integrate into Canadian culture, they are experiencing significant stress, stretching every area of their budget, and waiting to learn about whether they will be able to stay in Canada.



2024
Income, \$3238
– Rent, \$1689 (52% of income)
– Food, \$1285 (40% of income)
=
\$264

What about extracurricular activities and tutoring?

What about transportation?

What about clothing and household supplies?

What about internet and phone bills?

What about emergency expenses?

Case Study #4: Two Parent Family with Children, City

- Jesse and Morgan have 2 children, ages 8 and 14.
- They rent a 3-bedroom apartment in the City of Peterborough.
- Jesse and Morgan used to own a small business, which they lost. They currently receive income from **Ontario Works** as they haven't been able to find suitable work at this time. Some of their total monthly income (listed below) comes from benefits, such as the Canada Child Benefit.

Jesse and Morgan live with their children in a crowded apartment complex with minimal green space. Unfortunately, the apartment complex also has an older air exchange system and no air conditioning in the warmer months. But moving to safe, healthy housing feels out of reach. As of 2024, their small apartment takes up almost 60% of their income. Even if they used the rest of their income on food alone, it still wouldn't be enough to afford the food needed to feed their family.

What about school supplies?
What about saving for the future?
What about household and personal care items?
What about bus fare?
What about clothing and laundry?



2024
Income, \$2908
– Rent, \$1689 (58% of income)
– Food, \$1285 (44% of income)
=
- \$66

This isn't the end of the story. Policies like the Child Benefit can be strengthened to provide more help to families who need it the most.⁹ See pages 19-20 to learn how.

Case Study #5: Single Unattached Person, City

- Sam is 40 years old and is currently unemployed due to circumstances outside of his control.
- He receives income from **Ontario Works**.
- After accounting for all benefits received, Sam's entire income is not enough to meet monthly rent for a simple bachelor apartment in the City of Peterborough in 2024.

Sam worries daily about losing his housing and is unable to pay for food. Despite visiting food banks and meal programs, he is severely food insecure, and sometimes goes days without eating a real meal.



2024
Income, \$881
– Rent, \$903 (102% of income)
– Food, \$446 (51% of income)
=
- \$468

What about routine dental care?

What about necessary over the counter medications?

What about clothing and laundry?

What about utilities?

What about transportation?

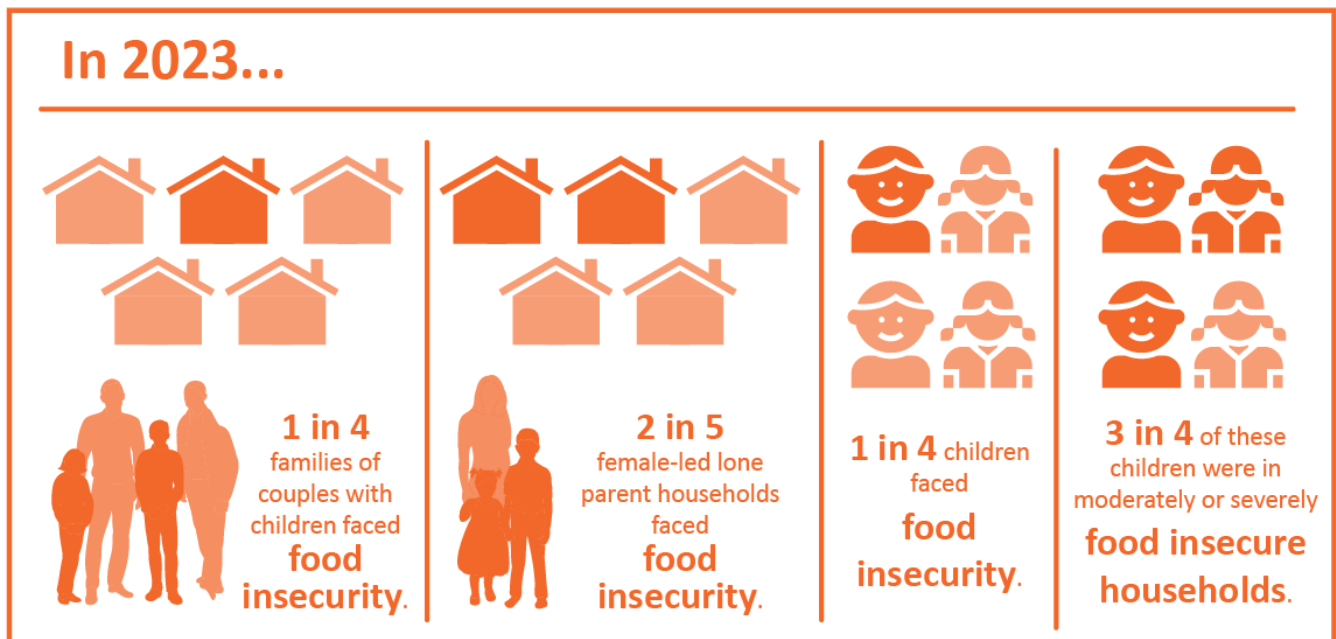
For more information, data sources, updates in calculations, and cost breakdowns for each case study or for further income scenarios, see **Appendix A**. For comparisons to previous years, see **Appendix B**.

How Food Insecurity Links to our Community

Household food insecurity is a complex income problem that affects our community. When incomes do not match the cost of food and other basic needs, there are serious consequences.

Well-being of Children and Families:

- Household food insecurity can have negative, long-lasting impacts on child health and well-being.⁴ It is linked with adverse childhood experiences,¹⁰ and may be a source of toxic stress,¹¹ which can affect brain development in children. Toxic stress can have long term consequences for learning, behavior, and both physical and mental health.¹² This can perpetuate cycles of health inequity.
- Sadly, many families are affected by household food insecurity. In the ten provinces in Canada in 2023,
 - Over 1 in 4 families with children faced food insecurity (27%);⁵
 - Over 2 in 5 female-led lone parent households (46%) faced food insecurity;⁵
 - Over 1 in 4 children faced food insecurity (28%);⁵ and
 - About 3 in 4 of children facing food insecurity were in moderately or severely food insecure households (74%).⁵



Low Incomes, Toxic Stress, and Child Development:

Low incomes create challenges for parents and children, and reducing financial stress can strengthen families and support their well-being. When parents and caregivers are chronically stressed about being able to meet household expenses it impacts their physical and mental health, drains mental energy for essential decisions, and can affect their ability to provide safe, supportive and nurturing environments for children.^{13,14,15} Reducing stress and easing the burden on parents and caregivers promotes children’s emotional and developmental growth, setting the foundation for healthier, more resilient families.¹⁵

Policies, resources, and strategic community action can support under-served single parents and families as they help create healthy, safe, and nurturing environments for child development.

Every child is born with incredible potential. As a community, we all have a shared responsibility and opportunity to foster their potential.

Physical Health:

Children and adults experiencing food insecurity have increased risk for poor health outcomes.⁴ For example:

- Food insecurity makes it difficult to eat balanced meals that meet nutrition needs.
- Adults living in food insecure households have a higher risk of infectious diseases. They are also more likely to face poor oral health and injuries.
- Adults living in food insecure households also have a higher risk of chronic conditions, such as heart disease, diabetes, hypertension, arthritis, back problems, and chronic pain.⁴
- Facing food insecurity makes it very difficult to manage chronic health conditions.
- Premature death is a serious consequence of food insecurity.⁴ Tragically, people’s lives are shortened by an average of 9 years, because they face severe food insecurity.⁴



Food insecurity takes a major toll on the health care system.⁴ Addressing household food insecurity before it happens could result in significant savings for public health care dollars and can also help us to build a stronger and more equitable health system.

Mental Health:

Food insecurity and poor mental health are strongly linked.⁴ For example:

- Adults in food insecure households have a higher risk of mental health conditions such as depression and anxiety disorders.⁴
- Food insecurity is a strong predictor of usage of public mental health care services and supports. In one study, adults experiencing severe food insecurity were more than twice as likely to use health care services for mental health reasons over the past year, than those who were food secure.¹⁶
- Experiencing household food insecurity during pregnancy increases the likelihood of being treated for postpartum mental health problems, and infants have a higher likelihood of visiting an emergency department.¹⁷
- Children facing household food insecurity are more likely to experience poor mental health than those in food secure households.⁴
 - Adequate nutrition is essential for child health, learning, development and well-being.
 - Severe food insecurity and experiences of child and youth hunger are linked to depression and suicidal ideation in adolescence and early adulthood.⁴
 - Food insecurity is connected to hyperactivity and inattention in the early years.⁴



Addressing barriers to services and health inequities requires addressing mental health, well-being and household food insecurity.

Indigenous Self-determination and Health Equity:

- Restricted access to traditional lands, water, and food resources impacts Indigenous Peoples' access to traditional foods, which are healthy, nutrient dense, and culturally preferred.¹⁸
- Although data indicate that Indigenous Peoples face higher rates of food insecurity than the general population, Indigenous Peoples have strengths, resilience, and wisdom to help us move towards health equity together.
- Indigenous health inequities are complex and deeply rooted in historical and ongoing acts of colonization.



To move forward together, we can work towards allyship, and support Indigenous Food Sovereignty. We must work alongside Indigenous Peoples to listen, reflect, amplify Indigenous voices, and help make positive community led changes.

What is Food Sovereignty?

“Food Sovereignty is the right of peoples to healthy and culturally appropriate food produced through ecologically sound and sustainable methods, and their right to define their own food and agriculture systems.” - *La Via Campesina*

Celebrating and Learning from Indigenous Communities

Here are just a few examples of work led by local Indigenous communities in advancing Food Sovereignty in 2024:

- Curve Lake First Nation Health Centre hosted a *Come Cook with Us at Home* program, in partnership with Peterborough Public Health. Parents, children, and extended family, came together to cook, share knowledge, and enjoy a variety of meals including traditional foods. This experience not only built confidence in food preparation but also helped to create connection and positive experiences for everyone involved.
- Nogojiwanong Friendship Centre partnered with the Elizabeth Fry Society of Peterborough and the Rotary Club of Peterborough in 2024 to provide traditional meals to community members.



Housing:

- Housing and food insecurity are deeply interconnected.
 - Renters are more likely to be food insecure than home-owners.¹
 - Between 2021-2022, there was a notable increase in the severity of food insecurity for renters.⁶
 - Owners with mortgages are more vulnerable to food insecurity than those who are mortgage free.¹
- Unaffordable housing is linked to negative health impacts, food insecurity and inadequate nutrition.¹⁹ Rising housing costs force people with limited incomes to choose between paying rent and other basics like food. In addition, unhoused people are highly vulnerable to food insecurity.¹
- Housing and food are basic needs. We need both to be healthy, and to thrive. But concerningly, the lowest income households in our community have very limited access to rental stock.²⁰ Locally, the housing crisis in Peterborough became worse in 2024 than it was in 2023.²⁰

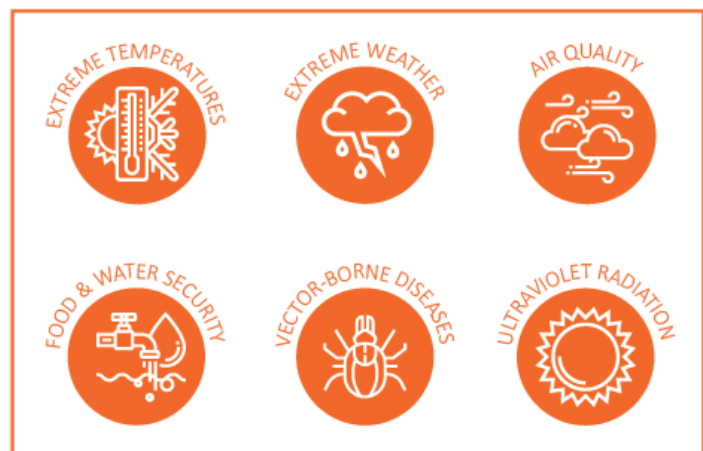
In 2022,
27.5%
of Canadian
households who
rented, faced
food insecurity.¹



Our community, local municipalities, provincial and federal governments and First Nations need to work together to address health inequities related to housing and shelter.

Climate Change:

- Climate change may cause decreased food production in Ontario and around the world.^{21,22} This may result from droughts, increased risk of food spoilage and contamination, more pests, impacts of high temperatures on livestock health, and damage to crops from extreme weather events. Rising carbon dioxide levels can also lower the amount of nutrients in some crops.²¹
- Climate change can contribute to higher food prices.⁸ Higher food prices have the greatest impact on those already facing food insecurity.
- When people don't have enough money for food, every day can feel like an emergency. Adaptation measures such as preparing emergency kits for extreme weather events and accessing ways to cool off in hot weather may not be realistic for many community members. Adequate incomes and access to basic needs are necessary for people to be able to adapt to health impacts of climate change.



Community food security is a concept that not only includes economic access to food, but also includes physical access, and the transportation needed to get to food. Community food security means that all people at all times have economic and physical access to food that meets their individual and cultural needs and preferences.²³

Supporting those who are most vulnerable to the health impacts of climate change, improving incomes, and strengthening our food systems can help our community adapt and reduce negative health impacts.

For more information on the impact of climate change on food systems, nutrition for vulnerable populations, and opportunities to strengthen the local food system, see chapter 7 of Peterborough Public Health's *Climate Change Vulnerability Assessment*.

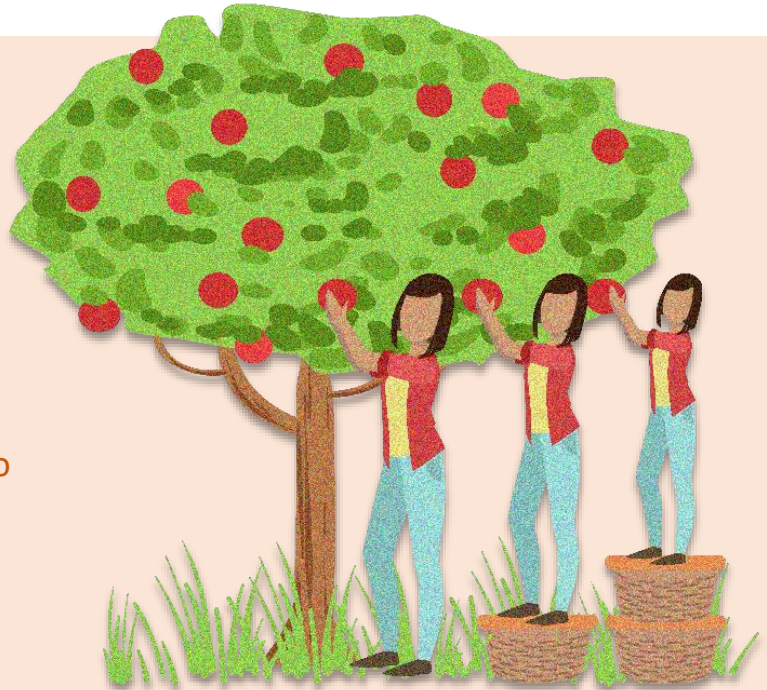


Food Insecurity is a Health Equity Issue.

This means that some groups are more affected than others and can be held back from reaching their health potential because of factors that are beyond their control. For our community to be healthy and resilient, we need to make sure that no one is left behind, that everyone is included, and all have their basic needs met (e.g., food, water, housing, transportation, education, healthcare, etc.).

What is Health Equity?

Health equity means that all people can reach their full health potential and are not disadvantaged from attaining it because of their race, gender, age, socioeconomic status or other socially determined circumstances. Different people need different heights of steps to reach the apple tree, just as different people need different supports to reach health equity.



Racism and Food Insecurity

- Food insecurity disproportionately impacts visible minorities.¹ In 2023, household food insecurity was highest for black and indigenous people.⁵
- Systemic racism and colonialism are the reason that racialized groups face higher rates of food insecurity.²⁴ Racism and colonialism have compounding impacts. Stigma and discrimination may also impact access to employment, educational opportunities, housing, and basic needs.²⁵
- It is important to listen to the voices of these groups and allow them to lead and shape how we understand data and experiences.

How Can We Fix the Problem of Household Food Insecurity?

Household food insecurity is an income problem that requires income solutions.²⁶

Research supports that policies that improve incomes to meet basic needs can help move the needle on household food insecurity. For example, between 2007-2013, low income seniors receiving public pensions (a form of guaranteed income) had **half the rate of food insecurity**, compared with low income Canadians under the age of 65, who did not have this income floor.²⁷ Income solutions address the root of the problem, help to preserve dignity, give choices to buy foods that meet needs, and promote the right to food.²⁶

What about Food Banks?

Although food banks and meal programs may support some people with immediate needs, they have **not been shown to reduce household food insecurity.**²⁶

Examples of income solutions:

- Living Wages,
- A basic income guarantee or guaranteed liveable income,
- Lowering income tax rates for lowest-income households,
- Social assistance, benefit rates, minimum wage rates, and targeted benefits that match the cost of living. Targeted benefits may include (but are not limited to):
 - Disability benefits, and
 - Child benefits designed to adequately support lowest income families.



Income solutions not only address household food insecurity, but also support climate change adaptation, resilience for families, access to housing, and can be one strategy to help address impacts of racism and colonialism.

SPOTLIGHT:

The Canada Child Benefit, an Evidence-Based Policy to Reduce Food Insecurity

Research demonstrates that the Canada Child Benefit reduces household food insecurity.⁹ This income supplement is for families with children under the age of 18, and is indexed to inflation.²⁸ The amount provided is larger for families with lower incomes. Evidence demonstrates that this benefit lowers the severity of food insecurity especially for households with the least incomes.⁹ However, this research also indicates that **the Canada Child Benefit could be designed to address household food insecurity more effectively** if it were to provide more funds to households living on the lowest incomes.⁹ There are also families in Canada who are currently unable to access this benefit, such those with refugee claimant refugee status.²⁹

We can take action to support systemic change. We can speak up for income solutions, the right to affordable housing, childcare, dental and drug plans to support underserved groups. We can address racism and colonialism, build strong healthy food systems, and support climate change adaptation for all. There are benefits for our whole community when **no one is left behind.**

How Can We Learn More and Be Part of the Change?

Get connected and learn about income solutions.

- **Food Insecurity** - www.proof.utoronto.ca
- **Basic Income**
 - Basic Income and Food Insecurity - www.obin.ca/bi and [food security](#)
 - Basic Income Peterborough - basicincomepeterborough.ca
- **Living Wage** - www.ontariolivingwage.ca
- **Peterborough United Way Research** - www.uwpeterborough.ca/our-research/
- **Canada Child Benefit and Food Insecurity** - proof.utoronto.ca/resource/the-canada-child-benefit-as-a-policy-to-improve-childrens-health-hesa-submission/



Learn about additional systemic roots of food insecurity and connected issues

- **Racism and colonialism** connect deeply with food insecurity, food access, and food sovereignty. Here is one place to learn more about food sovereignty on turtle island: foodsecurecanada.org/2023/10/04/harvesting-hope-and-change-food-sovereignty-on-turtle-island
- **Food Action and the Peterborough Food Charter** - www.foodinpeterborough.ca
- **Climate Change and Health** - www.peterboroughpublichealth.ca/your-health/environmental-hazards/climate-change/

Speak up for change. Your voice can make a difference.

- Talk about food insecurity, incomes, and solutions with your family, friends and community.
- Write to or chat with your local MP, MPP or Council members about the need to improve incomes and housing to help address food insecurity and health inequities.



Let's take action to ensure that everyone can thrive with health and dignity – including future generations.

APPENDIX A: Income Scenarios

Thirteen Scenarios Based on Income and Benefits in Ontario and Canada, and Peterborough Food and Housing Costs (May 2024)

- Case studies above and the scenarios below use food cost data from the Peterborough County and City collected by Peterborough Public Health staff in May 2024 using the Ontario Nutritious Food Basket (ONFB).
 - The 61 food items costed in the ONFB are based on the 2019 National Nutritious Food Basket (NNFB)³⁰ and reflect Canada's Food Guide.³¹ To reduce missingness of certain food items, proxy items were used, which may have minor differences in nutrition and cost, compared to preferred items specified by the costing process. Food cost data does not include: non-food items, foods that may be needed to meet cultural or religious needs, or foods to manage disease conditions, allergies, or intolerances.
 - Canada's food guide and the ONFB are not inclusive for all religious and cultural groups, and they do not acknowledge traditional Indigenous foods and food procurement practices. Peterborough Public Health recognizes this as a significant limitation of this data collection.
- The below income scenarios integrate provincial and federal benefits from May 2024, including child benefits, GST/HST credits, the Ontario Trillium Benefit, the Canada Worker Benefit, and the Climate Action Incentive Payment. They assume that individuals and families have been able to file taxes. Calculations are based on benefits received within a Census Metropolitan Area. Scenarios highlight 2023 Peterborough Census Metropolitan Area Housing Cost Data from the Canadian Mortgage and Housing Corporation (CMHC).³² Rental data from the CMHC was adjusted to estimate rental costs during May of 2024, the time of food costing.
- For more information about limitations and adjustments made to data from previous years, please contact Peterborough Public Health.

2024 – Monitoring Food Affordability in Ontario (MFAO) Income Scenarios PPH

	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10	Scenario 11	Scenario 12	Scenario 13
	Family of Four, Ontario Works (Case Study 4)	Family of Four, Full-time Minimum Wage Earner	Family of Four, Median Income (after tax)	Single Parent Household, Two Children over 6, Ontario Works	One Person Household, Ontario Works	One Person Household, Ontario Disability Support Program (Case Study 5)	One Person Household, Old Age Security/ Guaranteed Income Supplement	Married Couple, Ontario Disability Support Program	Single Pregnant Person, Ontario Disability Support Program (Case Study 1)	Single Parent Household with Two Children under 6, Full-time Minimum Wage Earner	Single Parent Household, Two Children Under 6, Ontario Works (Case Study 2)	Family of Four Refugee Claimants, Full-Time Minimum Wage Earner (Case Study 3)	One Person Household, Part-time Precarious Employment in the Gig Economy
Monthly Calculations													
Total Income	\$2,908.00	\$4,507.00	\$9,685.00	\$2,670.00	\$ 881.00	\$1,465.00	\$2,069.00	\$2,603.00	\$1,505.00	\$4,656.00	\$2,863.00	\$3,238.00	\$1,695.00
Selected Expenses													
Average Monthly Rent (may or may not include heat/hydro ¹)	(3 Bdr.)	(3 Bdr.)	(3 Bdr.)	(2 Bdr.)	(Bachelor)	(1 Bdr.)	(1 Bdr.)	(1 Bdr.)	(1 Bdr.)	(2 Bdr.)	(2 Bdr.)	(3 Bdr.)	(Bachelor)
	\$ 1,689.00	\$ 1,689.00	\$ 1,689.00	\$ 1,453.00	\$ 903.00	\$ 1,208.00	\$ 1,208.00	\$ 1,208.00	\$ 1,208.00	\$ 1,453.00	\$ 1,453.00	\$ 1,689.00	\$ 903.00
Monthly cost of food	\$ 1,285.00	\$ 1,285.00	\$ 1,285.00	\$ 959.00	\$ 446.00	\$ 446.00	\$ 320.00	\$ 741.00	\$ 472.00	\$ 752.00	\$ 752.00	\$ 1,285.00	\$ 446
Total Selected Expenses	\$ 2,974.00	\$ 2,974.00	\$ 2,974.00	\$ 2,412.00	\$ 1,349.00	\$ 1,654.00	\$ 1,528.00	\$ 1,949.00	\$ 1,680.00	\$ 2,205.00	\$ 2,205.00	\$ 2,974.00	\$ 1,349.00
Funds Remaining (for other basic needs e.g. telephone, transportation, child care, household and personal care items, clothing, school supplies etc.)	\$ (66.00)	\$ 1,533.00	\$ 6,711.00	\$ 258.00	\$ (468.00)	\$ (189.00)	\$ 541.00	\$ 654.00	\$ (175.00)	\$ 2,451.00	\$ 658.00	\$ 264.00	\$ 346.00
Percentage of income for rent	58%	37%	17%	54%	102%	82%	58%	46%	80%	31%	51%	52%	53%
Percentage of income for food	44%	29%	13%	36%	51%	30%	15%	28%	31%	16%	26%	40%	26%

APPENDIX B: Changes in Food Affordability Over Time

Changes in Affordability Between May 2022, 2023 and 2024 for Case Studies #1, #2, #4, and #5

- Adjustments were made to 2022 and 2023 rental and food cost data to allow for consistent methodology and comparisons to 2024.
- Food cost was adjusted to reflect updated energy requirements from the Institute of Medicine.³³ Food cost data from 2022-2024 should not be compared to years prior to 2022, due to significant changes in food costing methodology, and use of a different food list. Rental data from the CMHC was adjusted to estimate rental costs during the month of May, the time of food costing.
- Rental data for 2022, 2023, and 2024 were adjusted from CMCH data from October of the prior year, to reflect May of the appropriate year.
- Case Study #3 is new as of 2024; data were not tracked in 2022 or 2023.

Case Study #1: Single Pregnant Person, County, Ontario Disability Support Program

May 2022	May 2023	May 2024
Income, \$1349	Income \$1409	Income, \$1505
-Rent, \$1098	-Rent, \$1115	-Rent, \$1208
-Food, \$421	-Food, \$465	-Food, \$472
= \$ -170	= \$ -171	= \$ -175

Case Study #2: Lone-Parent Led family, County, Ontario Works

May 2022	May 2023	May 2024
Income, \$2705	Income, \$2743	Income, \$2863
-Rent, \$1377	-Rent, \$1370	-Rent, \$1453
-Food, \$700	-Food, \$741	-Food, \$752
= \$628	= \$632	= \$658

Case Study #4: Two Parent Family with Children, City, Ontario Works

May 2022	May 2023	May 2024
Income, \$2760	Income, \$2794	Income, \$2908
-Rent, \$1468	-Rent, \$1558	-Rent, \$1689
-Food, \$1187	-Food, \$1260	-Food, \$1285
= \$ 105	= \$ -24	= \$ -66

Case Study #5, Single Unattached Person, City, Ontario Works

May 2022	May 2023	May 2024
Income, \$863	Income, \$865	Income, 881
-Rent, \$842	-Rent, \$893	-Rent, 903
-Food, \$413	-Food, \$436	-Food, 446
= \$ -392	= \$ -464	= \$ -468

References

- ¹ Tarasuk V, Li T, & Fafard St-Germain AA. (2023). Household food insecurity in Canada, 2022. Toronto: Research to identify policy options to reduce food insecurity (PROOF). Retrieved from: proof.utoronto.ca/
- ² Public Health Ontario (2024). Household Food Insecurity Snapshot Data, 2019-2023 (3-year rolling average, 2020-2022, and 2021-2023). Downloaded Oct 4, 2024 from: <https://www.publichealthontario.ca/en/Data-and-Analysis/Health-Equity/Household-Food-Insecurity>
- ³ Statistics Canada (2024). Food Security. Retrieved from: <https://www160.statcan.gc.ca/prosperity-prosperite/food-security-securite-alimentaire-eng.htm>
- ⁴ PROOF (n.d.). What are the implications of food insecurity for health and health care? Identifying Policy Options to Reduce Household Food Insecurity in Canada. Retrieved from: <https://proof.utoronto.ca/food-insecurity/what-are-the-implications-of-food-insecurity-for-health-and-health-care/>
- ⁵ PROOF (2024). New Data on Household Food Insecurity in 2023. Identifying Policy Options to Reduce Household Food Insecurity in Canada. Retrieved from: <https://proof.utoronto.ca/2024/new-data-on-household-food-insecurity-in-2023/>
- ⁶ Statistics Canada (2024). Trends in household food insecurity from the Canadian Community Health Survey, 2017 to 2022. Retrieved from: <https://www150.statcan.gc.ca/n1/en/catalogue/82-003-X202401000002>
- ⁷ Statistics Canada (2024). Consumer Price Index: Annual review, 2023. Retrieved from: <https://www150.statcan.gc.ca/n1/daily-quotidien/240116/dq240116b-eng.htm?indid=9305-1&indgeo=0>
- ⁸ Statistics Canada (2022). Behind the Numbers: What's Causing Growth in Food Prices. Retrieved from: <https://www150.statcan.gc.ca/n1/pub/62f0014m/62f0014m2022014-eng.htm>
- ⁹ Brown EM, Tarasuk V. Money speaks: Reductions in severe food insecurity follow the Canada Child Benefit (2019). Preventative Medicine. 129:105876. doi: <https://doi.org/10.1016/j.ypmed.2019.105876>
- ¹⁰ Royer, M.F., Ojinnaka, C.O., Zhang, X., Thornton, A.G., Blackhorse, K., & Bruening, M. (2022). Food insecurity and adverse childhood experiences: a systematic review. Nutrition Reviews. 80(10), 2089-2099. doi: doi.org/10.1093/nutrit/nuac029.
- ¹¹ Knowles, M., Rabinowich, J., Ettinger de Cuba, S., Becker Cutts, D., & Chilton, M. (2016). "Do You Wanna Breathe or Eat?": Parent Perspectives on Child Health Consequences of Food Insecurity, Trade-Offs, and Toxic Stress. Maternal and Child Health Journal. 20(1). doi: 10.1007/s10995-015-1797-8.
- ¹² Harvard University Centre on the Developing Child (2023). A Guide to Toxic Stress. Retrieved from: <https://developingchild.harvard.edu/guide/a-guide-to-toxic-stress/>
- ¹³ Sweetland, J. (2021). Reframing childhood adversity: Promoting upstream approaches. Frameworks Institute. Retrieved from: <https://www.frameworksinstitute.org/wp-content/uploads/2021/03/ReframingChildhoodAdversity2021.pdf>
- ¹⁴ American Psychological Association (2024). How stress affects your body. Retrieved from: <https://www.apa.org/topics/stress/body>
- ¹⁵ Center on the Developing Child at Harvard University (2021). Three Principles to Improve Outcomes for Children and Families, 2021 Update. Retrieved from: <https://developingchild.harvard.edu/resources/three-early-childhood-development-principles-improve-child-family-outcomes/>
- ¹⁶ Tarasuk, V., Cheng, J., Gundersen, C., de Oliveira, C., & Kurdyak, P. (2018). The Relation between Food Insecurity and Mental Health Care Service Utilization in Ontario. The Canadian Journal of Psychiatry. 63(8), 557-569. doi: 10.1177/0706743717752879
- ¹⁷ Tarasuk, V., Gundersen, C., Wang, X., Roth, D.E., & Urquia, M.L. (2020). Maternal Food Insecurity is Positively Associated with Postpartum Mental Disorders in Ontario, Canada. Journal of Nutrition. 150(11), 3033-3040. doi: doi.org/10.1093/jn/nxaa240

-
- ¹⁸ Richmond, C., Steckley, M., Neufeld, H., Bezner Kerr, R., Wilson, K., & Dokis, B. (2020). First Nations Food Environments: Exploring the Role of Place, Income, and Social Connection, *Current Developments in Nutrition*, 4 (8). doi: doi.org/10.1093/cdn/nzaa108
- ¹⁹ Waterson, S., Grueger, B., & Samson, L. (2019, October 31). Position Statement: Housing need in Canada: Healthy lives start at home. Canadian Paediatric Society. Retrieved from: <https://cps.ca/en/documents/position/housing-need>
- ²⁰ United Way Peterborough & District (2024). Housing is Fundamental, 2024, 19th edition. Retrieved from: https://www.uwpeterborough.ca/wp-content/uploads/2024/11/HiF_2024_v5_DIGITAL.pdf
- ²¹ Harper SL, SR, FA, FM, FJ, KN, LA, MD, PJ, SB, & NHT (2022). Health of Canadians in a Changing Climate - Chapter 8, Food Safety and Security. Retrieved from: <https://changingclimate.ca/health-in-a-changing-climate/chapter/8-0/>
- ²² Climate Risk Institute, Dillon Consulting Limited. Ontario Provincial Climate Change Impact Assessment Technical Report (2023). Retrieved from: <https://www.ontario.ca/files/2023-08/mecp-ontario-provincial-climate-change-impact-assessment-en-2023-08-17.pdf>
- ²³ Food and Agriculture Organization of the United Nations. Rome Declaration on World Food Security and World Food Summit Plan of Action (1996). Retrieved from: <https://www.fao.org/3/w3613e/w3613e00.htm>
- ²⁴ PROOF (n.d.). Who are most at risk of household food insecurity? Retrieved from: <https://proof.utoronto.ca/food-insecurity/who-are-most-at-risk-of-household-food-insecurity/>
- ²⁵ Public Health Agency of Canada (2018). Key Health Inequalities in Canada: A National Portrait. Retrieved from: https://www.canada.ca/content/dam/phac-aspc/documents/services/publications/science-research/key-health-inequalities-canada-national-portrait-executive-summary/key_health_inequalities_full_report-eng.pdf
- ²⁶ Ontario Dietitians in Public Health (2020). Position Statement and Recommendations on Responses to Food Insecurity. Retrieved from: www.odph.ca/centsless
- ²⁷ McIntyre, L., Dutton, D. J., Kwok, C., & Emery, J. C. H. (2016). Reduction of food insecurity among low-income Canadian seniors as a likely impact of a guaranteed annual income. *Canadian Public Policy*, 42(3), 274–286
- ²⁸ Government of Canada (2024). Canada Child Benefit. Retrieved from: <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/canada-child-benefit-overview.html>
- ²⁹ Government of Canada (2024). Canada Child Benefit, Who can apply. Retrieved from: <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/canada-child-benefit-overview/canada-child-benefit-before-you-apply.html>
- ³⁰ Health Canada (2020, February 4). National Nutritious Food Basket. Government of Canada. Retrieved from www.canada.ca/en/health-canada/services/food-nutrition/food-nutrition-surveillance/national-nutritious-foodbasket.htm
- ³¹ Health Canada (2023). Canada’s Food Guide. Retrieved from: food-guide.canada.ca/en/
- ³² Canada Mortgage and Housing Corporation (October 2023). Rental Market Report. Downloaded Sept 4, 2024 from: <https://www03.cmhc-schl.gc.ca/hmip-pimh/en/TableMapChart/Table?TableId=2.1.31.2&GeographyId=35&GeographyTypeId=2&DisplayAs=Table&GeographyName=Ontario#Apartment>
- ³³ National Academies of Sciences, Engineering, and Medicine; Health and Medicine Division; Food and Nutrition Board; Committee on the Dietary Reference Intakes for Energy (2023). Dietary Reference Intakes for Energy. Retrieved from: [https://www.ncbi.nlm.nih.gov/books/NBK588659/#:~:text=National%20Academies%20of%20Sciences%2C%20Engineering,US\);%202023%20Jan%2017.&text=The%20Dietary%20Reference%20Intakes%20\(DRIs,health%20of%20individuals%20and%20populations.](https://www.ncbi.nlm.nih.gov/books/NBK588659/#:~:text=National%20Academies%20of%20Sciences%2C%20Engineering,US);%202023%20Jan%2017.&text=The%20Dietary%20Reference%20Intakes%20(DRIs,health%20of%20individuals%20and%20populations.)

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: December 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:

Jim Martin, Mayor

1. Cemetery Board - Meeting Minutes – May 3, 2024
Cemetery Board - Meeting Minutes – June 13, 2024
Cemetery Board - Meeting Minutes – June 20, 2024

Financial Impact:

There is no financial impact associated with the summary of Council activities on this meeting's agenda.

Strategic Plan Reference:

Transparency: We communicate openly with those whom we serve.

- 1.0 We strive for organizational excellence with specific emphasis in internal and external communications.

Respectfully Submitted:

Bob Angione

Bob Angione, Chief Administrative Officer/Clerk

Minutes of Board Meeting of May 03, 2024

In attendance: Rae McCutcheon – sec treasurer, David Sharpe - caretaker,
Chairperson –Larry Pick, Rhonda Dobranic, Ron Gerow, mayor Jim Martin, Mary Ellen Meyers
Guest Robert Edwards

Meeting was held at 9:30 am at basement of St John's Anglican church.

1. **Approval** of minutes of November 2, 2023, moved by Larry Pick, 2nd by Rhonda Dobranic, Carried.

2. Caretaker Report:

- board discussed the benefits of building a board fence approx. 16 feet long to shield the porta pottie view from the natural burial area. Caretaker instructed to build fence.

3. Secretary Report:

- Natural Burials: Robert Edwards of Brett Funeral Home was invited to attend meeting to discuss the pros and cons of using a formaldehyde free embalming fluid when required to place a body in the winter vault as Maple Grove currently does not do winter burials. Mr Edwards explained that while the product is considered environmentally friendly, the fumes released during administration can be a health risk to the embalmer, requiring additional breathing apparatus to be used. Secondly, the product might not preserve a body in a suitable condition in the winter vault for up to a necessary 3 month period. The alternative option is to do a winter burial for a natural burial death. Some enquires had already been made in advance of meeting to a cemetery caretaker near Roseneath who does natural winter burials, to ask if he would come to Maple Grove and what his fee would be. He had indicated that he would be willing to come to Maple Grove. Moved by Gerow, 2nd by Meyers that board proceed with planning for winter natural burials. Carried
- a granite boulder for memorialization in the natural burial area has been sourced with Drain Bros. and arrangements will be made with Kawartha Monument Ltd to order and attach bronze plaques to boulder as needed.
- 2 Columbaria were ordered in April 2024 from Nelson Granite, expect delivery in late September/October.
- caretaker to prepare the concrete pads for new columbaria.
- summary of 2023 burials/sales : Burials being 7 casket and 27 cremations, all in Maple Grove except 1 cremation in Victoria cemetery. Sales being 12 casket graves, 4 cremation graves and 4 niche.

4. Treasurer Report

- Chairperson Pick raised a number of issues indicating that he was not satisfied with how the cemetery board functions. He felt there should be written guidelines of the duties and responsibilities of board members. He felt that the financial reports which the cemetery treasurer prepares were not adequate; that more detail is required for year end reports, that additional line items should be added to the budget process, that other changes should be made. Moved by Gerow, 2nd by Meyers that board meet with the HBM treasurer to review the current method of reporting financial files using Excel software and what changes could be made. Carried.

5. New Business: nil

6. Next meeting June 20 2024 at 9:00 am at Maple Grove Cemetery, if needed.
Suggested date for fall meeting is Thursday October 3, 2024 at 9:30 am.

7. Adjournment: Moved by Meyers, 2nd by Gerow at 12:10 pm.
Regular Session Open Council Meeting - December 17, 2024

Minutes of Board Meeting of June 13, 2024

Held at HBM municipal office

In attendance: Rae McCutcheon – sec treasurer, Jim Martin, Chairperson –Larry Pick, Rhonda Dobranic, Mary Ellen Meyers; regrets Ron Gerow

An educational session was held with HBM staff on how additional Excel software formula could be used for the benefit of cemetery reporting. Also a discussion of creating a written policy of cemetery board members duties. HBM treasurer indicated he will prepare a draft of Excel revisions to the cemetery financial reports. HBM staff will look at preparing a written document in board duties.

At the conclusion of the above the secretary requested a short cemetery board meeting to address two items.

1. Moved by Rhonda Dobranic, 2nd by Mary Ellen Meyers, ‘that the cemetery bylaws be amended to permit all casket size graves including single graves, the privilege of installing a monument, effective immediately’. Carried.

2. Moved by Rhonda Dobranic, 2nd by Mary Ellen Meyers, that a third signing authority be added to the cemetery banking account, being the name of the council appointee to the cemetery board’. Carried.

Motion to adjourn by Rhonda Dobranic, 2nd by Mary Ellen Meyers, at 11:10 am

6. Next meeting on June 20, 2024 at 9:00 am at Maple Grove Cemetery.

Minutes of Board Meeting of June 20, 2024

Held at Maple Grove Cemetery

In attendance: Rae McCutcheon – sec treasurer, Jim Martin, Chairperson –Larry Pick, Rhonda Dobranic, Mary Ellen Meyers; David Sharpe – caretaker, regrets Ron Gerow

The cemetery board met at Maple Grove Cemetery at 9:00 am.

This was mostly a ‘walk about – look see’ of current happenings at Maple Grove Cemetery.

The board:

- viewed the privacy fence being built by caretaker to shield the porta-potti from certain areas,
- viewed the recently laid out 3’ x 3’ cremation grave area south of wooden shed,
- viewed the two concrete foundation pads which caretaker has installed for the use of Columbarium C and D which are arriving later this year,
- viewed the natural burial area which is being created and discussed winter burial procedure; and of adding additional shrubbery / layout to this area.

There were no motions entertained at this gathering, and no formal adjournment.

6. Next meeting scheduled for October 3, 2024 at 9:30 am , location tba

The Corporation of the Township of Havelock-Belmont-Methuen

By-law Number 2024 – 086

Being a By-law to appoint persons to various Boards and Committees representing the Corporation of the Township of Havelock-Belmont-Methuen for the years 2025 and 2026.

Whereas *Section 11 the Municipal Act, S.O. 2001, c.25, as amended*, provides that a lower-tier municipality and an upper tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public, subject to the rules set out in subsection (4) of the *Act*; and

Whereas *Section 283 (1) of the Municipal Act, S.O. 2001, c.25, as amended* provides that a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality; and

Whereas the Council of the Corporation of the Township of Havelock-Belmont-Methuen deems it expedient to appoint members of Council and persons from the community to various Boards and Committees for 2023 and 2024; and

Whereas Section 10(3) of the Public Libraries Act provides that a Library Board member shall hold office for a term concurrent with the term of the appointing Council;

Now therefore the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

1. That the following persons are hereby named and appointed to various Boards and Committees including the Library Board and the Peterborough County OPP Detachment Board whose members were appointed for the term of Council. All appointments will expire on November 14, 2026:

Cemetery Board

Jim Martin – Mayor
Jerry Doherty – Councillor (Alternate)
Larry Pick
Mary Ellen Meyers
Rae McCutcheon
Rhonda Dabronic
Ron Gerow

Chamber of Commerce

Beverly Flagler - Councillor
Hart Webb – Deputy Mayor (alternate)

Community Policing

Jerry Doherty – Councillor
Kathy Clement – Councillor (alternate)

Crowe Valley Conservation Authority

Jim Martin – Mayor

Eastern Ontario Trails Alliance

Beverly Flagler – Councillor

Economic Development

Hart Webb – Deputy Mayor, Committee Chair
Beverly Flagler – Councillor, Committee Co-Chair
Bill (BJ) Hay
J.J. Hudson
Eric Hannah
Leisha Newton

Fence Viewers

Jim Martin – Mayor
Hart Webb – Deputy Mayor
Kathy Clement – Councillor
Jerry Doherty – Councillor
Beverly Flagler – Councillor

Library Board

Kathy Clement – Councillor
Jerry Doherty – Councillor (alternate)
Carolyn Knowles
Connie Whitmore
Joy Brickell
Robbie Beatty

Lower Trent Source Protection Authority

Jerry Doherty – Councillor

Mathison Property and Parks Committee

Hart Webb – Deputy Mayor, Committee Chair
Beverly Flagler – Councillor, Committee Co-Chair
John Nurse
Kevin McReelis

Otonabee-Peterborough Source Protection Authority

Kathy Clement – Councillor

Peterborough County OPP Detachment Board

Hart Webb – Deputy Mayor

School Council

Jim Martin – Mayor

Beverly Flagler – Councillor (alternate)

Youth Committee

Beverly Flagler – Councillor, Committee Chair

Hart Webb – Deputy Mayor (alternate), Committee Vice Chair

Brian (Mick) Riel

Debbie Ottley

Remuneration of Committee Members

1. The remuneration paid per meeting to the Cemetery Board and the Library Board would be established by the respective Boards with the recommendation from Council that it be set at \$60.00 per meeting attended, plus mileage in circumstances deemed appropriate. Remuneration is paid only to non-elected officials appointed to the committee.
2. Remuneration for the Peterborough County OPP Detachment Board Municipal Representative is paid only to non-elected officials appointed to the committee.
3. The remuneration paid for the Fence Viewers is established at \$75.00 plus mileage from the municipal office for each claim. Remuneration is paid only to non-elected officials appointed to the committee.
4. Subsection 5(2) of the Line Fences Act permits viewings to be banned during the winter months where snow conditions make it impractical for a viewing to be held. The Council of Havelock-Belmont-Methuen directs through this by-law, as authorized by the Line Fences Act, that no fence viewing (or other proceeding) is to be held between the 1st day of November and the 31st of March of the following year.
5. The remuneration paid per meeting for the Eastern Ontario Trails Alliance (EOTA) Board appointment is established at \$60.00 plus mileage from the municipal office per meeting. Remuneration is paid only to non-elected officials appointed to the committee.
6. The Terms of Reference for the Mathison Property and Parks Committee provide that members of the committee shall participate voluntarily and as such, receive no compensation or remuneration.

7. The Terms of Reference for the Economic Development Committee provide that members of the committee shall participate voluntarily and as such, receive no compensation or remuneration.
8. The Terms of Reference for the Youth Committee provide that members of the committee shall participate voluntarily and as such, receive no compensation or remuneration.
9. That the appointments made in this by-law will continue until new appointments are made by Council at the end of 2026.
10. That this by-law shall take effect upon the final passing thereof and is in effect from the start of 2025 with regards to remuneration paid.
11. That By-law number 2024-059 and all previous bylaws pertaining to the Appointment of citizens to Boards and Committees are hereby repealed in their entirety.

Read a first, second, and third time and finally passed in open Council this 17th day of December, 2024.

Jim Martin, Mayor

Robert V. Angione, Clerk

**Corporation of the
Township of Havelock-Belmont- Methuen**

By-law Number 2024 – 087

Being a by-law to confirm the proceedings of the Regular Meeting of the Council of the Township of Havelock-Belmont-Methuen held on December 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 December, 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 December, 2024.

Jim Martin, Mayor

Robert V. Angione, Clerk