

Township of Havelock-Belmont-Methuen Regular Council Meeting Agenda

Date: Tuesday, March 18, 2025

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: 853 4823 5581
Passcode: 112042

Call to Order

Mayor Martin will call the meeting to order.

Land Acknowledgement

Moment of Silent Reflection

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 – March 4, 2025

2. Special Council Meeting (budget) – March 7, 2025

Delegations and Presentations

1. Matthew Philip, Senior Project Lead
Unity Design Studios
Re: Community Centre Fitness Gym Design Review
2. Cordova Mines Recreation Association
Re: Summary of Events and Financial Update for 2024

Public Meeting for Zoning By-law Amendment

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

1. Samantha Deck, Planner
Re: Zoning By-law Amendment – Gord Tucker
Part Lot 31, Concession 10 (Shady Lane)
ARN: 1531-010-007-66700
2. Samantha Deck, Planner
Re: Zoning By-law Amendment – Robert and Rita Foran
Part Lot 30, Concession 10 (119 and 129 Shady Lane)
ARN: 1531-010-007-66601 and 1531-010-007-66615
3. Samantha Deck, Planner
Re: Zoning By-law Amendment - Oren Steinman & Shery Wasser
Part Lot 28, Concession 9 (1022 Fire Route 89)
ARN: 1531-010-007-65300

Regular Meeting Resumes

Planning

1. Samatha Deck, Planner
Re: Removal of Holding Provision (H) – Robert and Marcia Semple
Part Lot 3, Concession 5 – 119 Fire Route 63C
2. Samatha Deck, Planner
Re: Creation of New Lot – Application B-129-21A (Patricia Janssen)

Staff Reports for Information

1. Travis Toms, Chief Building Official
Re: Building Department Activity Report – February 2025
2. Ray Haines, Fire Chief
Re: Incident Summary – January 2025
3. Ray Haines, Fire Chief
Re: Incident Summary – February 2025
4. Peter Lauesen, Manager of Public Works
Re: 2024 Havelock Drinking Water System Annual Water Report
5. Lionel Towns, Treasurer
Re: Council Remuneration and Expenses – 2024
6. Shari Gottschalk, Economic Development Officer
Re: March 2025 Social Media Insights

Staff Reports for Follow-up Action

1. Travis Toms, Chief Building Official
Re: Noise By-law, Request for Amendment
2. Josh Storey, Supervisor of Parks, Recreation and Facilities
Re: Havelock Library Lower-Level Security Alarm
3. Josh Storey, Supervisor of Parks, Recreation and Facilities
Re: Ball Park Booth (Canteen) Contract
4. Bob Angione, Chief Administrative Officer/Clerk
Re: Appointment of Weed Inspectors

Correspondence

Action Items

1. The Auxiliary to Campbellford Memorial Hospital
Re: Annual Tag Day

2. Havelock-Belmont-Methuen and Havelock Historical Society
Re: Location to display artifacts
3. Royal Canadian Legion, Havelock
Re: Drug Safety Initiative
4. Peterborough Community Health Centre
Re: Rural Primary Health Care

Information Items

1. Letter from Accent Building Sciences
Order Prohibiting Use or Occupancy of Unsafe Building
Order to Remedy Unsafe Building
Re: Old Town Hall, 1 Mathison St W
2. Peterborough Public Health
Re: Media Release, Smoke-Free Enforcement at Local Arenas

Committee Liaison Reports

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

Written or Oral Notice of Motion or Discussion

None.

Other Business

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

By-Laws

1. **By-law 2025-017** Being a By-law to amend The Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law in order to change the zoning of certain lands being located in Part Lot 31, Concession 10, located on Shady Lane with no municipal address, Assessment Roll No. 1531-010-007-66700 from Rural (RU) to Special District 293 (S.D. 293) Zone' and 'Special District 294 (S.D. 294) Zone'

introducing site specific regulations to facilitate the creation of two (2) new lots, one with reduced frontage and one with reduced lot area (Tucker).

2. **By-law 2025-018** Being a By-law to amend The Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law in order to change the zoning of certain lands being located in Part Lot 30, Concession 10, having municipal address of 119 Shady Lane and 129 Shady Lane, Assessment Roll No. 1531-010-007-66601 and 1531-010-007-66615 from Seasonal Residential (SR) Zone and Special District 100 (S.D. 100) Zone to 'Special District 291 (S.D. 291) Zone' introducing site-specific regulations to facilitate the lot addition application for the construction of a new accessory structure (Foran/Coons).
3. **By-law 2025-019** Being a By-law to amend The Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law in order to change the zoning of certain lands being located Part Lot 28, Concession 9, having municipal address of 1022 Fire Route 89, Assessment Roll No. 1531-010-007-65300 from Seasonal Residential (SR) Zone to Special District 292 Holding (S.D. 292-H) Zone' introducing site-specific regulations to facilitate the construction of a new seasonal recreational dwelling. A Holding Provision (H) has been affixed to the zoning to ensure the recommendations from the Scoped EIS are registered on title (Steinman).
4. **By-law 2025-020** Being a By-law to amend By-law No. 1995-42, as amended, otherwise known as the "The Township of Havelock-Belmont-Methuen Comprehensive Zoning By-Law" to amend by removing the Holding symbol and changing the zone category of certain lands located in Part Lot 3, Concession 5, having municipal address of 119 Fire Route 63C in the Township of Havelock-Belmont-Methuen from 'Special District 288 Holding (S.D. 288-H) Zone' to 'Special District 288 (S.D. 288) Zone' (Semple).
5. **By-law 2025-021** Being a By-law to authorize the Mayor and the Clerk to execute a Road Agreement and Environmental Impact Mitigation Measures Agreement between the Corporation of the Township of Havelock-Belmont-Methuen and property owners Robert Semple and Marcia Semple, for the lands located at 119 Fire Route 63c, legally described as Part Lot 3, Concession 5, in the Township of Havelock-Belmont-Methuen.
6. **By-law 2025-022** Being a by-law to adopt the estimates for 2025, to establish and adopt tax rates, and to provide for a minimum tax.

7. **By-law 2025-023** Being a by-law to appoint Weed Inspectors for the Township of Havelock-Belmont-Methuen.

Closed Session

This Closed Session Council Meeting is held under authority of Section 239 (2)(a) the security of the property of the municipality or local board; and

Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees; and

Section 239 (2)(c) a proposed or pending acquisition or disposition of land by 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 March 18, 2025.

Adjournment

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

**Township of Havelock-Belmont-Methuen
Regular Council Meeting
Video Conference
March 4, 2025
Minutes**

A Regular Meeting of the Council of the Corporation of the Township of Havelock-Belmont-Methuen was held on March 4, 2025 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
Shari Gottschalk, Economic Development Officer
Samantha Deck, Planner
Peter Lauesen, Manager of Public Works
Josh Storey, Supervisor of Parks, Recreation & Facilities

Regrets:

Bianca Boyington, Deputy Clerk

Call to Order

Mayor Martin called the Regular meeting to order.

Land Acknowledgement

Mayor Martin read the Land Acknowledgement.

Moment of Silent Reflection

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-100-25 Moved by Councillor Clement
 Seconded by Deputy Mayor Webb

That the minutes of the Regular Council Meeting held on February 4, 2025, Special Council Meeting (budget) held on February 6, 2025 and the Regular Council Meeting held on February 11, 2025 be approved and adopted as presented.

Carried.

Planning:

1. Samatha Deck, Planner
 Re: Merger Agreement – Petherick (B-37-24)

R-101-25 Moved by Deputy Mayor Webb
 Seconded by Councillor Doherty

That staff is hereby authorized to enter into a Merger Agreement with the applicants Ken and Sheelagh Petherick pertaining to Consent Application B-34-24 in order to merge the severed parcel with the abutting benefitting lands; and further

That Council enact a By-law 2025-014 authorizing the Mayor and Clerk to sign the Merger Agreement; and further

That the Municipal Solicitor is hereby authorized to make any necessary revisions to the agreement including legal descriptions, names, or undertakings as may be necessary.

Carried.

Staff Reports for Information:

1. Peter Lauesen, Manager of Public Works
 Re: Public Works January 2025 Department Updates

2. Josh Storey, Supervisor of Parks, Recreation & Facilities
Re: Parks, Recreation and Facilities January and February Department Updates

3. Shari Gottschalk, Economic Development Officer
Re: Volunteer Fair 2025

R-102-25 Moved by Councillor Clement
Seconded by Councillor Doherty

That the staff reports for information be received.
Carried.

Staff Reports for Follow-up Action

1. Bob Angione, Chief Administrative Officer
Re: Outdoor Sports Complex Development

R-103-25 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That staff are hereby authorized to proceed with Option 2 as outlined in the staff report regarding the Outdoor Sports Complex Development; and further

That if the Township is unsuccessful in obtaining funds through the Community Sport and Recreation Infrastructure Fund grant application, the development of the Sports Complex proceed with a reduced scope of work to be defined at a future Open Session Meeting of Council; and further

That funding for this project be confirmed at a future Open Session Meeting of Council.
Carried.

2. Bob Angione, Chief Administrative Officer
Re: Repairs to Old Town Hall (1 Mathison Street West)

R-104-25 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

Whereas Council passed Resolution Number R-446-24 at the Open Session Council Meeting held on September 3, 2024 that authorized a building assessment of Old Town Hall to be undertaken; and

Whereas the building assessment was completed and is summarized in the report from Accent Building Sciences dated February 18, 2025; and

Whereas as noted on page 5 of the Building Envelope Condition Assessment Report authored by Accent Building Sciences all building envelope and structural assessments were conducted through visual observations; and

Whereas the Structural Engineer onboarded by Accent Building Sciences, Canadian Sound Structures Inc., highly recommends further investigation and inspections take place to ascertain remediation directives to meet current regulations; and

Whereas a costing of \$80,000.00 has been estimated to complete further investigation and inspections in order to ascertain remediation directives to meet current regulations; and further

Be It Resolved That staff are directed to review prior studies or reports that have been completed on the Old Town Hall; and further

That a staff report be presented at a future Council meeting clarifying if further investigation and inspections are required at the Old Town Hall.

Carried.

Correspondence:

Action Items

1. Pat Patterson
Re: Town Hall Balcony Repairs Donation

R-105-25 Moved by Councillor Doherty
Seconded by Councillor Clement

That the correspondence item from Pat Patterson regarding the Town Hall Balcony Repairs Donation be received for information.

Carried.

Information Items

1. Peterborough Housing Corporation
Re: Communication Release – Reconstruction of 37 George Street, Havelock
2. Watersheds Canada
Re: Watersheds Canada to partner with Crowe Valley Conservation Authority to restore Ontario shorelines in 2024-2026.

R-106-25 Moved by Councillor Clement
Seconded by Deputy Mayor Webb

That the correspondence items from Peterborough Housing Corporation and Watersheds Canada be received for information.

Carried.

Committee Liaison Reports:

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

No update was provided for County Council.

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

R-107-25 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That the Councillor Activity report be received for information.

Carried.

Written or Oral Notice of Motion or Discussion:

None.

Other Business:

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

R-108-25 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That the next budget meeting be scheduled for Friday, March 14, 2025.

Carried.

By-Laws

R-109-25 Moved by Councillor Doherty

Seconded by Councillor Clement

1. That By-law 2025-014 Being a By-law to authorize the Mayor and the Clerk to execute a Merger Agreement between The Corporation of the Township of Havelock-Belmont-Methuen and property owners Ken & Sheelagh Petherick Rentals Ltd and Stephen Andrew Petherick, for the lands located at 933 County Road 46 and 1053 County Road 46, legally described as Part Lot 14, Concession 9, being Part 1 on Registered Plan 45r-17801, and Part Lot 14, Concession 9, being Part 1 on Registered Plan 45r-8229 in the Township of Havelock-Belmont-Methuen be adopted and be read a first, second, and third time and finally passed this 7th day of March 2025.

Carried.

R-110-25 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That the meeting recess at 10:07 a.m.

R-111-25 Moved by Councillor Doherty
Seconded by Councillor Clement

That the meeting resume at 10:36 a.m.

Delegations and Presentations

1. Gustavo Arvizu, Senior Project Manager - CIMA
Sabrina Chang, EIT/Infrastructure – Water Engineering – CIMA
Amber Coupland
Re: Wastewater Treatment Plant – Funding Opportunities

R-112-25 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That CIMA is hereby authorized to apply for the federal grant identified as the Canadian Housing Infrastructure Fund (CHIF) funding opportunity on behalf of the Township for Phase 1 of the Wastewater Treatment Plant project at a total cost of \$5,500,000; and further

That funds for the Municipal contribution of the project in the amount of \$2,750,000 representing 50% of the total project cost be noted as a future financial commitment; and further

That Phase 1 of the Wastewater Treatment Plant Upgrades include a new diversion chamber as well as lagoon rehabilitation and pumping station; and further

That CIMA proceed with the application to apply for the provincial grant identified as the Municipal Housing Infrastructure Plan (MHIP) funding opportunity when the application is open for intake for Phase 1 of the Wastewater Treatment Plant project.

Carried.

R-113-25 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That the delegation from CIMA regarding the Wastewater Treatment Plant Funding Opportunities be received.

Carried.

R-114-25 Moved by Councillor Doherty
Seconded by Councillor Flagler

That the next budget meeting be scheduled for Friday, March 7, 2025 and that the previous motion pertaining to the next budget meeting as passed earlier this meeting be rescinded.

Carried.

Closed Session:

R-115-24 Moved by Councillor Doherty
Seconded by Councillor Clement

That the meeting move in to Closed Session at 11:46 a.m. under authority of Section 239 (2)(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 3:06 p.m. and resume in open session.

Business Arising from Closed Session:

R-116-24 Moved by Councillor Doherty
Seconded by Councillor Clement

That the letter received from the Belmont Methuen and Havelock Historical Society be considered at the next Open Session Council Meeting scheduled to be held on March 18, 2025.

Carried.

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

1. Section 239 (2)(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 (2 items).

Confirming By-Law:

R-117-25 Moved by Councillor Clement
Seconded by Councillor Flagler

That By-law 2025-015, 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 4th day of March 2025, be read a first, second, and third time and finally passed this 4th day of March 2025.

Carried.

Adjournment:

R-118-25 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That this meeting adjourn at 3:07 p.m.

Carried.

Jim Martin, Mayor

Robert V. Angione, Clerk

**Township of Havelock-Belmont-Methuen
Special Council Meeting
March 7, 2025
Minutes**

The Council of the Corporation of the Township of Havelock-Belmont-Methuen held a Special Open Session Meeting on March 7, 2025 at 9:30 a.m. with Mayor Martin presiding. This meeting was held via video conference and in-person in the Council Chamber located at 1 Ottawa Street East in Havelock Ontario.

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
Travis Toms, Chief Building Official
Peter Lauesen, Manager of Public Works
Josh Storey, Supervisor of Parks, Recreation and Facilities
Ray Haines, Fire Chief
Shari Gottschalk, Economic Development Officer

Regrets:

Bianca Boyington

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

Mayor Martin introduced the purpose of the meeting.

The purpose of this Special Council Meeting is for Council to undertake 2025 budget deliberations.

Closed Session:

R-119-24 Moved by Councillor Clement
 Seconded by Councillor Doherty

That the meeting move in to Closed Session at 9:32 a.m. under authority of Section 239 (2)(a)

Discussions relating to protection of property from physical loss or damage and the protection of public safety in relation to this property.

Carried.

That the meeting rise from Closed Session at 10:17 a.m. and resume in open session.

Business Arising from Closed Session:

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

1. Section 239 (2)(a) Discussions relating to protection of property from physical loss or damage and the protection of public safety in relation to this property (1 item).

Business:

1. Josh Storey, Supervisor of Parks, Recreation and Facilities
Re: Facilities Administration Overview
Re: Facilities Operations Overview
Re: Facilities Capital Overview
Re: Parks and Recreation Department Overview
Re: Parks Operating Overview
Re: Parks Capital Overview

R-120-25 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That \$5,300 will be added to the Facilities Capital budget for a water sterilizing unit at the Cordova Library; and further

That the \$5,300 is to be funded from the Facilities Reserve Account.

Carried.

R-121-25 Moved by Councillor Clement
Seconded by Councillor Doherty

That \$43,000 is to be added to the Administration Capital budget for office painting and flooring to be installed at the Municipal Office; and further

That the \$43,000 is to be funded from the Administration Reserve.

Carried.

R-122-25 Moved by Councillor Flagler
Seconded by Councillor Clement

That \$90,000.00 from the Administration Reserve be allocated in the 2025 budget to complete further investigation and inspections of the Old Town Hall in order to ascertain remediation directives to meet current regulations, identify total costs involved, and ultimately determine a

course of action to either restore the Old Town Hall building or have the Township divest itself of this asset.

Carried.

2. Bob Angione, Chief Administrative Officer/Clerk
Lionel Towns, Treasurer
Re: Administration Overview
Re: Council Overview
Re: Cemetery Overview
Re: Conservation Authorities Overview
Re: Library Overview
Re: Police Overview
Re: Source Water Overview

R-123-25 Moved by Deputy Mayor Webb
 Seconded by Councillor Doherty

That staff proceed with the replacement of the primary computer server at a cost of \$27,000.00 to be funded from the General Capital Reserve.

Carried.

3. Travis Toms, Chief Building Official
Re: Animal Control Overview
Re: Building Department Operating Overview
Re: Building Department Capital Overview
Re: By-Law Department Overview
Re: Planning Department Overview
4. Ray Haines, Fire Chief
Re: Fire Services Overview
Re: Fire Capital Overview

R-124-25 Moved by Councillor Doherty
 Seconded by Councillor Flagler

That the meeting recess at 10:38 a.m.

Carried.

R-125-25 Moved by Councillor Clement
 Seconded by Councillor Doherty

That the meeting resumes at 10:51 a.m.

Carried.

5. Peter Lauesen, Manager of Public Works
Re: Public Works Administration Overview
Re: Public Works: Operations Overview
Re: Public Works: Roads Capital Overview

Re: Waste Administration Overview
Re: Waste Transfer Stations Overview

R-126-25 Moved by Councillor Doherty
Seconded by Councillor Flagler

That \$60,000 be added to the Roads Capital budget for GPS equipment to be installed in the entire Public Works fleet (12 vehicles); and

That the \$60,000 be funded from the Roads Equipment Reserve account; and

That \$5,100 be added to the Public Works operating budget for software and support contracts to cover the annual monitoring fee of the GPS system.

Carried.

R-127-25 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That the contributions to reserves be increased by \$140,400 for a total increase of 1.9% to the tax rate; and further

That the increase to reserves are allocated as follows;

General Capital Reserve	\$2,000
Facilities Reserve	\$20,000
Fire Reserve	\$30,000
Parks and Recreation Reserve	\$25,400
Roads Reserve	\$57,000
Waste Reserve	\$6,000

Recorded Vote

A recorded vote was requested by Councillor Flagler

The results of the recorded vote were as follows:

Councillor Doherty	No
Councillor Flagler	No
Mayor Martin	Yes
Deputy Mayor Webb	Yes
Councillor Clement	Yes

The motion was carried with 3 votes to 2 votes.

R-128-25 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That Council hereby approves the 2025 budget as amended; and

That the tax rate increase will be 5.9% following all of the budget decisions that have been made; and further

That staff is hereby directed to bring a by-law to formally adopt the 2025 budget to the Regular

Council Meeting scheduled for March 18, 2025.

Recorded Vote

A recorded vote was requested by Councillor Doherty

The results of the recorded vote were as follows:

Councillor Doherty	No
Councillor Flagler	No
Mayor Martin	Yes
Deputy Mayor Webb	Yes
Councillor Clement	Yes

The motion was carried with 3 votes to 2 votes.

Confirming By-Law:

R-129-25 Moved by Councillor Clement
 Seconded by Deputy Mayor Webb

That By-law 2025-016, 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 7th day of March, 2025, be read a first, second, and third time and finally passed this 7th day of March 2025.
Carried.

Adjournment:

R-130-25 Moved by Deputy Mayor Webb
 Seconded by Councillor Doherty

That this meeting adjourn at 11:48 a.m.
Carried.

Jim Martin, Mayor

Robert V. Angione, CAO/Clerk

COMMUNITY CENTRE FITNESS GYM DESIGN REVIEW

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN



25-03-18

○ Unity



Topics

1. Reflect on Community Outreach
2. Proposed Design Review
3. Recommendations to Council

Unity



| Reflect on Community Outreach

○ Unity

Reflect on Community Outreach

- In August 2023, Town Staff engaged the community to assess priorities for future recreational facilities at the Community Centre.
- The community identified a Fitness Gym as their top priority.
- Town Staff onboarded Unity Design Studio to develop a Design Package that would support grant opportunities and cost estimation for a state-of-the-art Fitness Gym .



| Proposed Design Review

○ Unity



Community Centre Site

Mathison St. E

Victoria St.

George St. E

Mathison St. E

Mathison St. E

George St. E

Park St.

Park St.



Conceptual Site Plan

- Presented Phase 1 Addition in Feb 2025
- Proposed Fitness Gym is Phase 2
 - We have identified two constraints.

Community Centre | Fitness Gym Design Review





Conceptual Site Plan

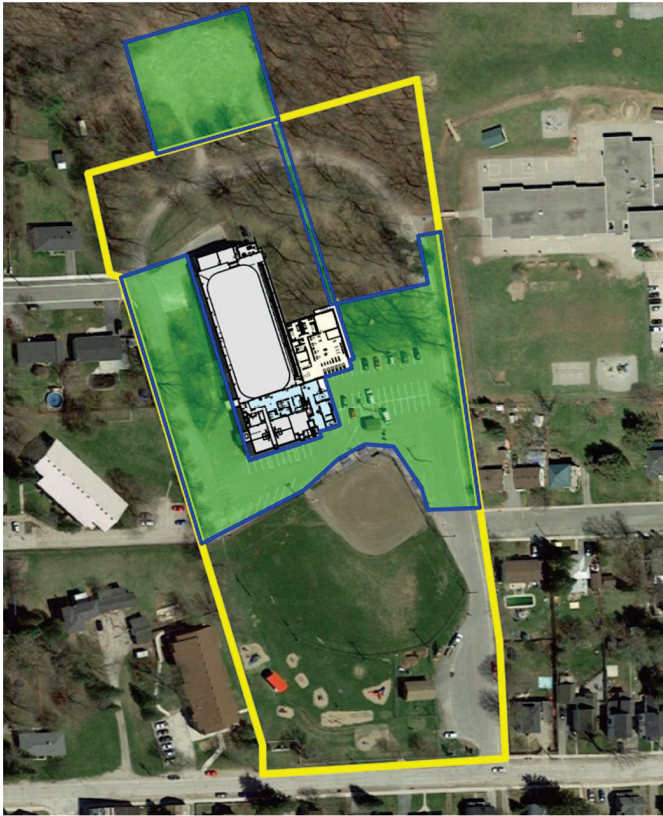
Identified Constraint No.1

Constraint

- We acknowledge concerns on the location of the Fitness Gym as it would entail removal of various existing trees.

Opportunity

- We propose implementing a Tree Compensation Plan while repurposing lumber for the project to support sustainability and responsible development.



Conceptual Site Plan

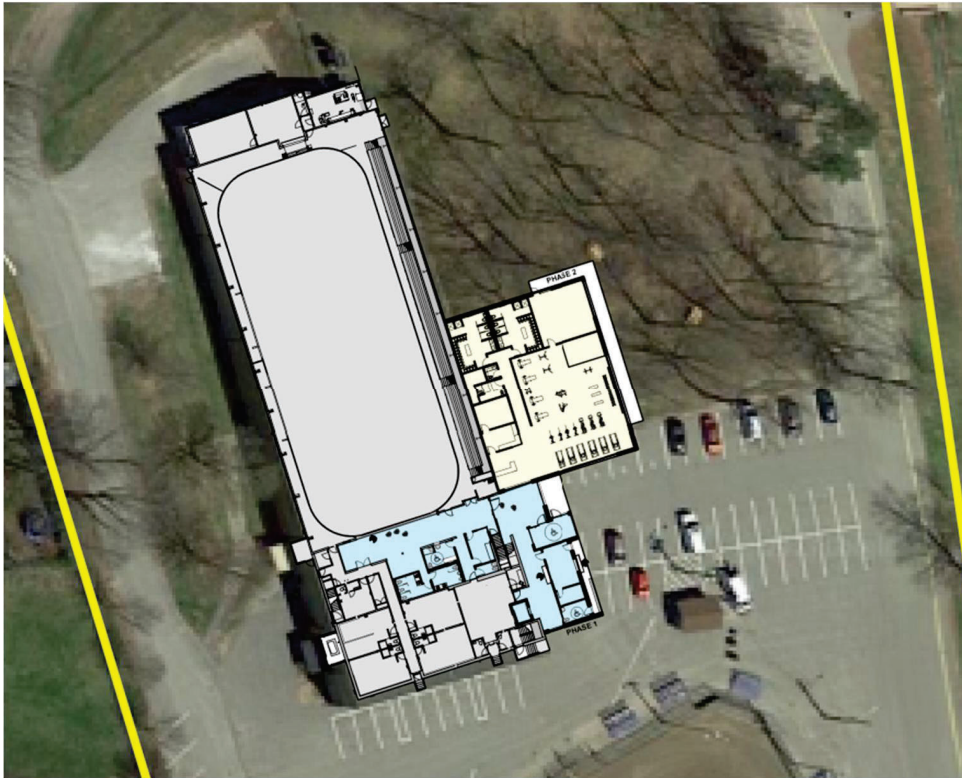
Identified Constraint No.2

Constraint

- We acknowledge concerns regarding parking locations for new facility.

Opportunity

- Reconfiguration of the current surrounding area would be required to provide an efficient and safe vehicular and pedestrian experience.



Overall Size of Phases

- Phase 1 Addition = 29ft x 69ft long
- Phase 1 Addition = 1,620 sq.ft.
- Phase 1 Renovation = 2,600 sq.ft.

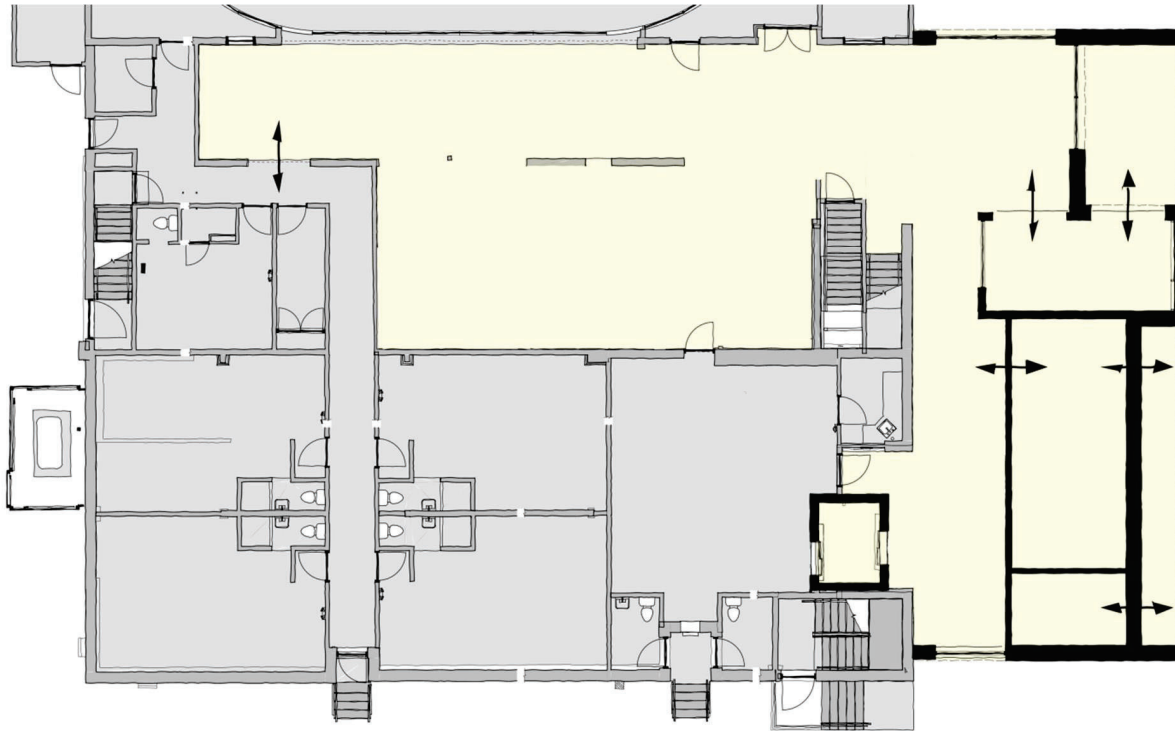
- Phase 2 Fitness Gym = 65ft x 85ft
- Phase 2 Fitness Gym = 5,525 sq.ft.

- Total Building Area = 8,000 sq.ft. +/-

Conceptual Site Plan

Community Centre | Fitness Gym Design Review

Unity



First Floor | Phase 1

Community Centre | Fitness Gym Design Review

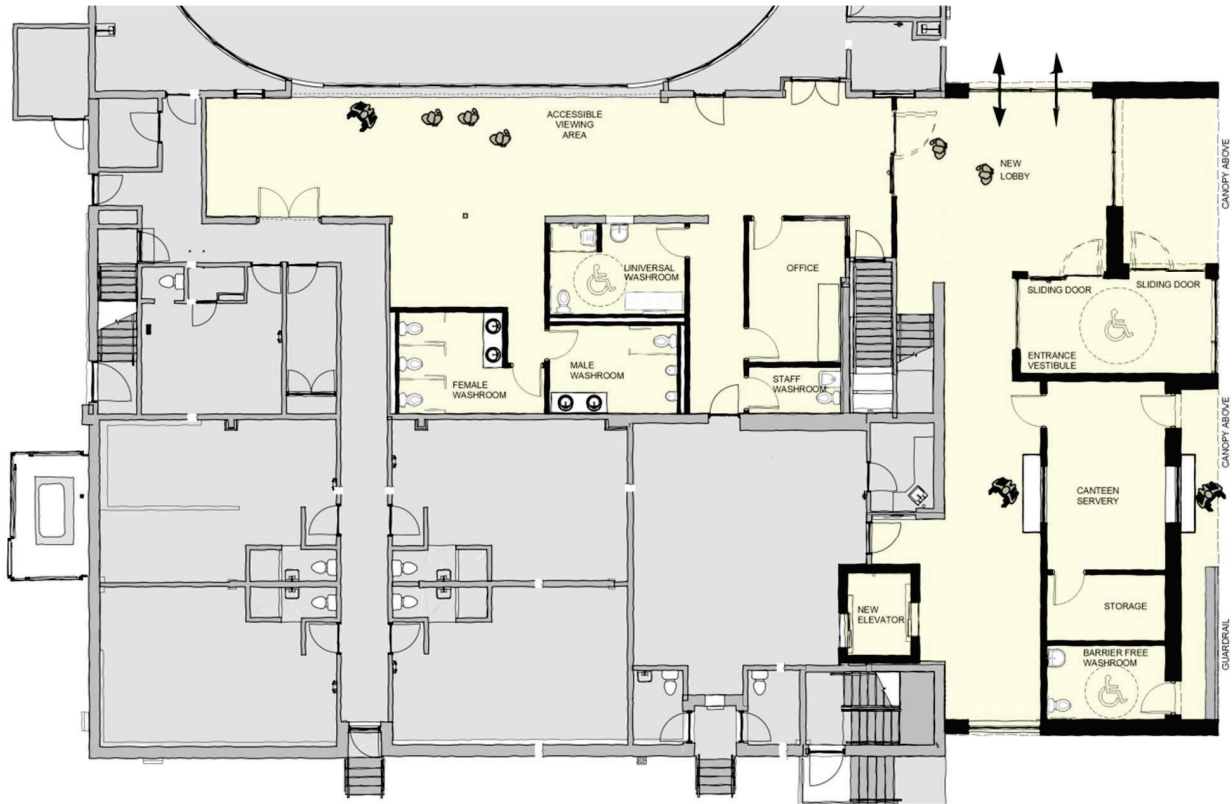




First Floor | Phase 1

Community Centre | Fitness Gym Design Review





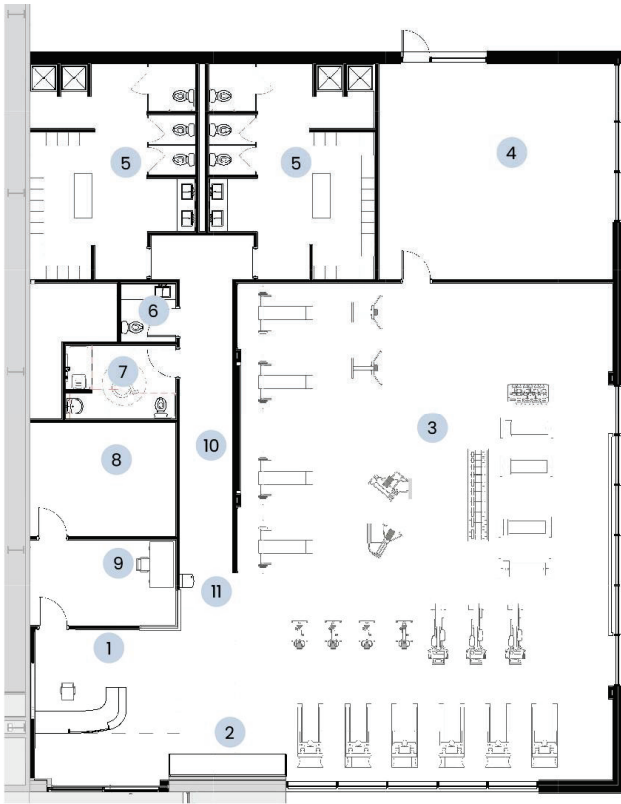
First Floor | Phase 1 into Phase 2

Community Centre | Fitness Gym Design Review



LEGEND

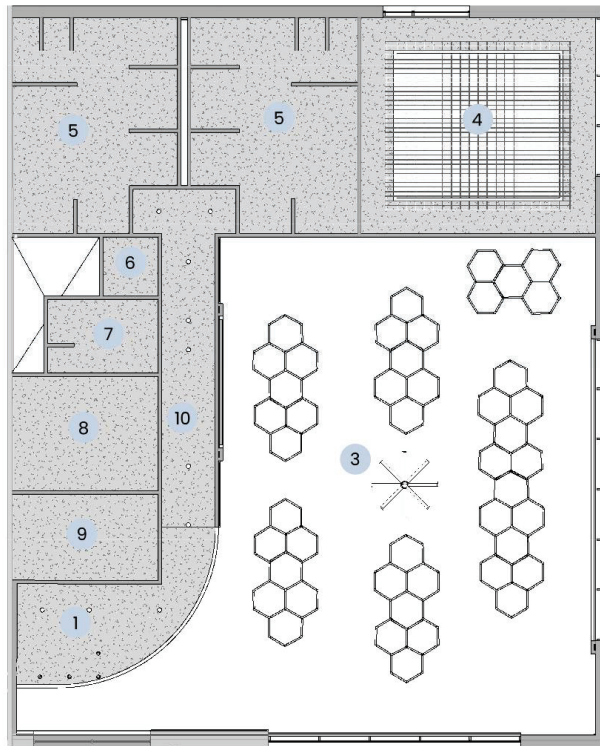
- 1 RECEPTION
- 2 COAT & BOOT AREA
- 3 FITNESS GYM
- 4 MULTI-PURPOSE ROOM
- 5 LOCKERS & SHOWERS
- 6 STAFF WC
- 7 STAFF UWR
- 8 BUILDING SERVICES ROOM
- 9 STAFF ROOM
- 10 CORRIDOR
- 11 WATER AND CLEANING STATION



First Floor | Phase 2

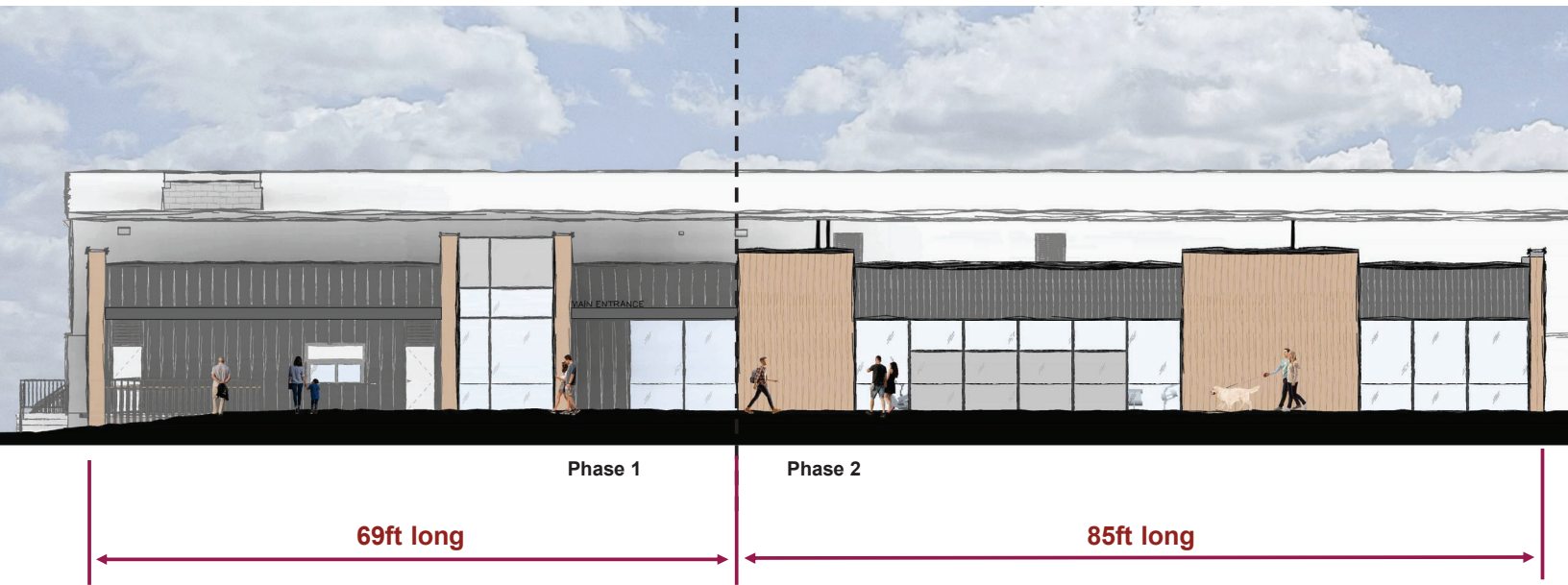
Community Centre | Fitness Gym Design Review





LEGEND

- 1 RECEPTION
- 2 COAT & BOOT AREA
- 3 FITNESS GYM
- 4 MULTI-PURPOSE ROOM
- 5 LOCKERS & SHOWERS
- 6 STAFF WC
- 7 STAFF UWR
- 8 BUILDING SERVICES ROOM
- 9 STAFF ROOM
- 10 CORRIDOR
- 11 WATER AND CLEANING STATION



East Building Elevation | Phase 1 & 2

Community Centre | Fitness Gym Design Review



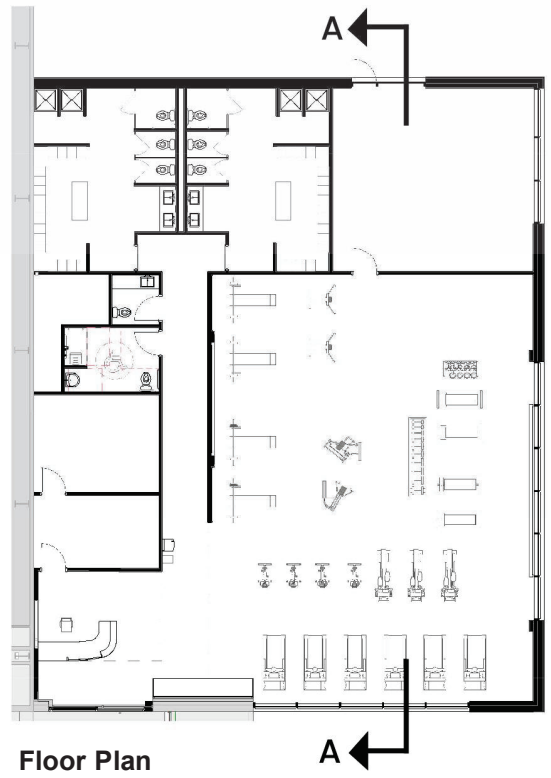
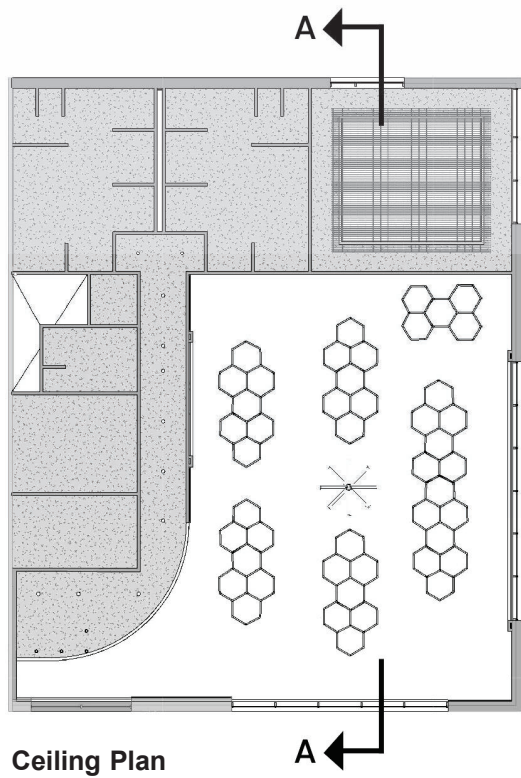


South Building Elevation | Phase 1 & 2

Community Centre | Fitness Gym Design Review





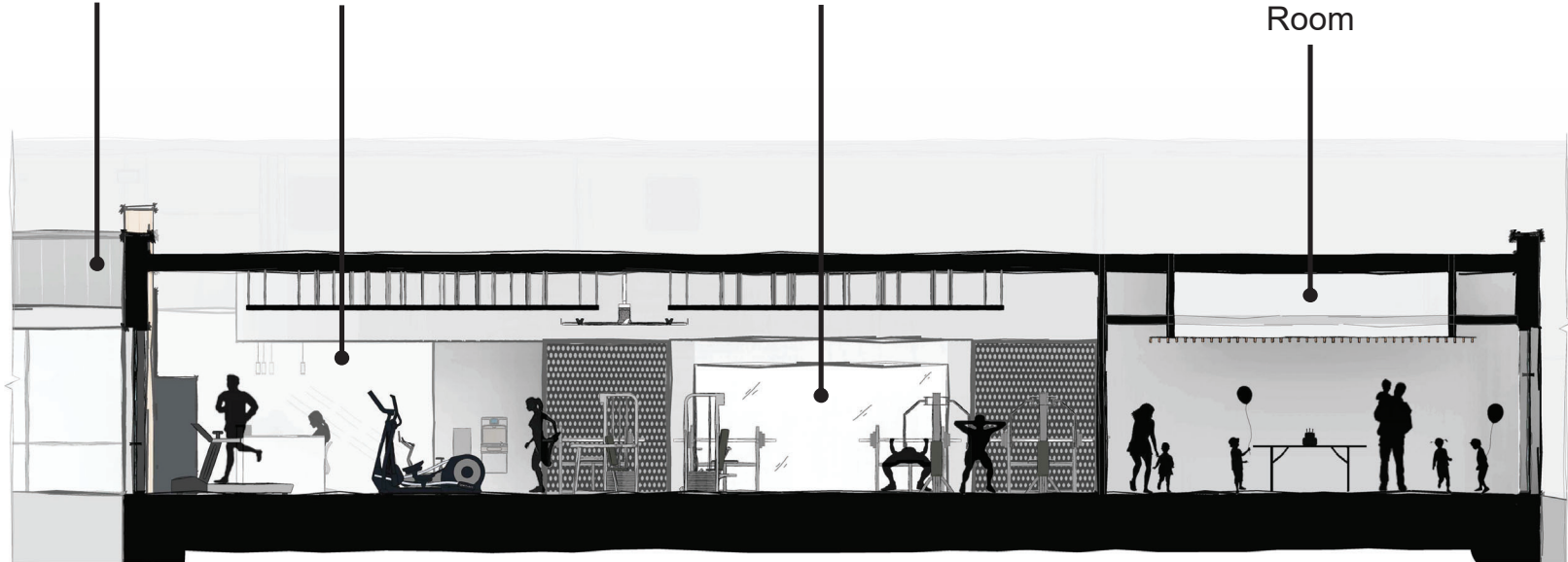


Phase 1

Reception

Fitness Room

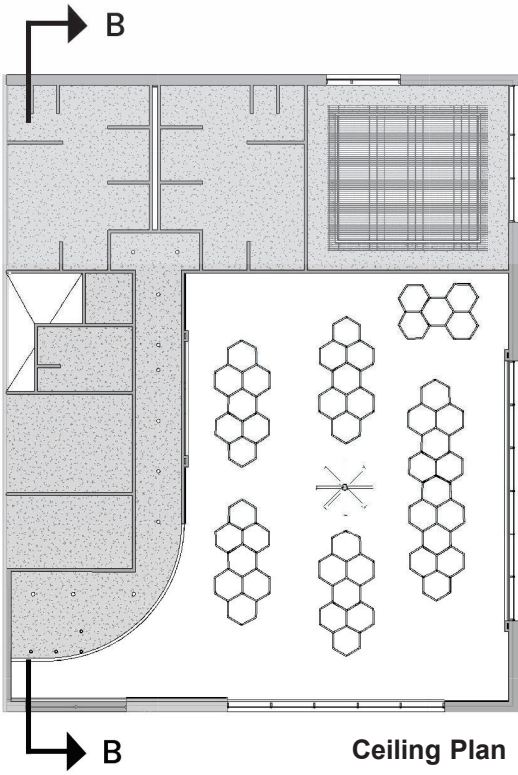
Multi-Purpose
Room



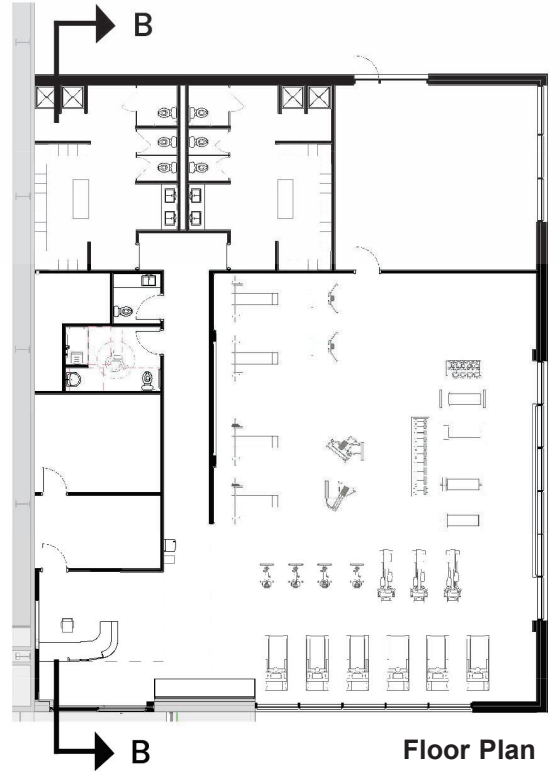
Conceptual Interior View

Community Centre | Fitness Gym Design Review

Unity



Ceiling Plan



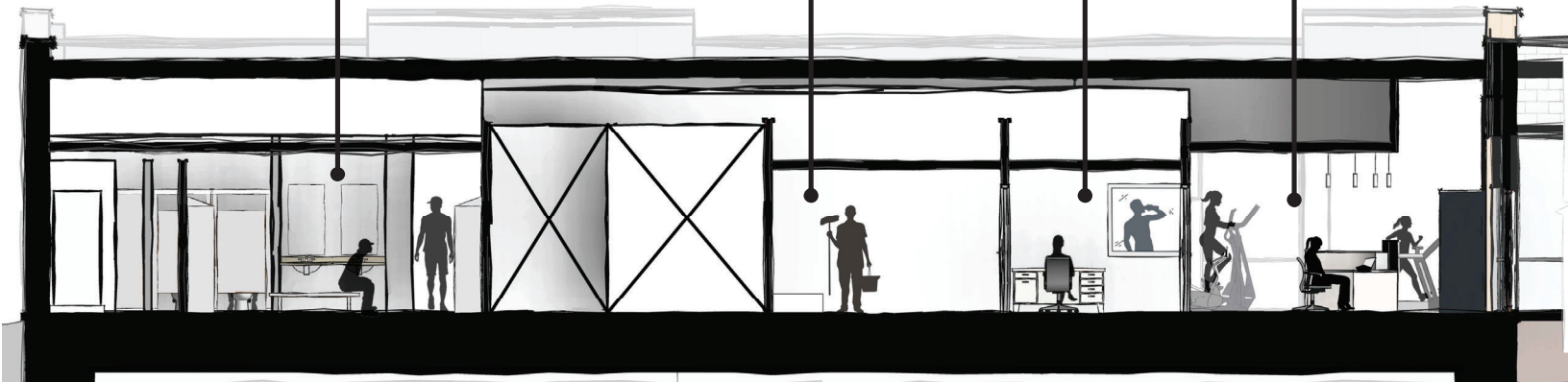
Floor Plan

Locker
Rooms

Building
Service Room

Staff Room

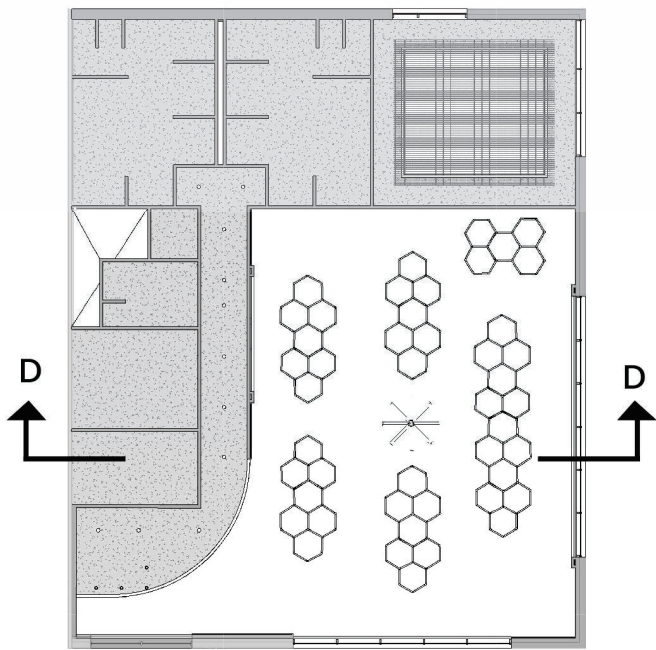
Reception



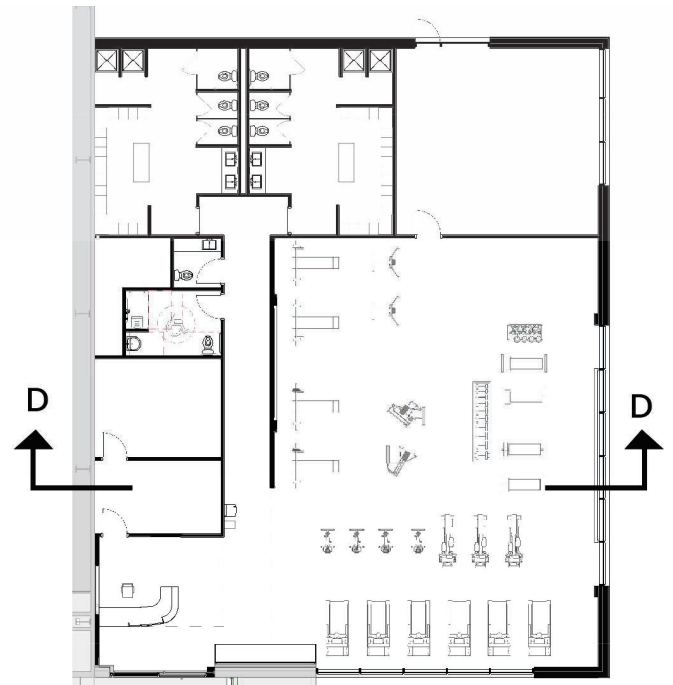
Conceptual Interior View

Community Centre | Fitness Gym Design Review

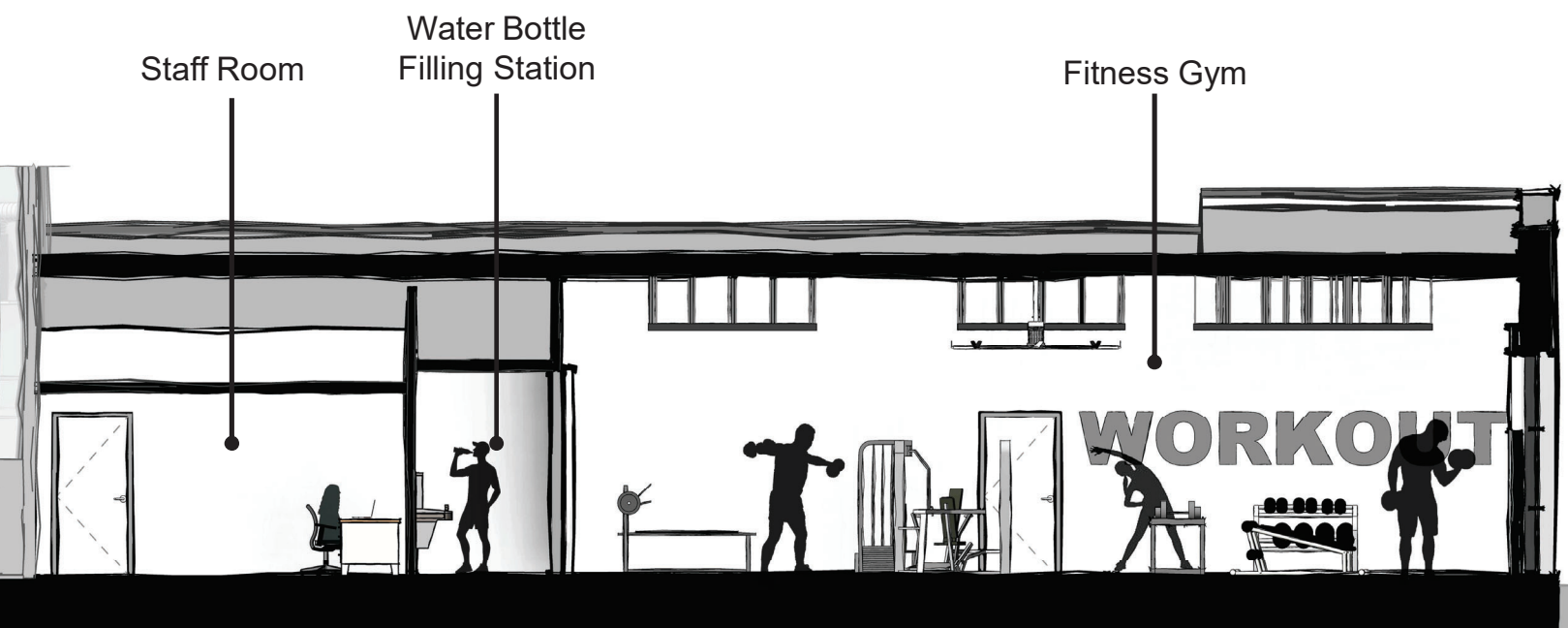
Unity



Ceiling Plan



Floor Plan



Conceptual Interior View

Community Centre | Fitness Gym Design Review



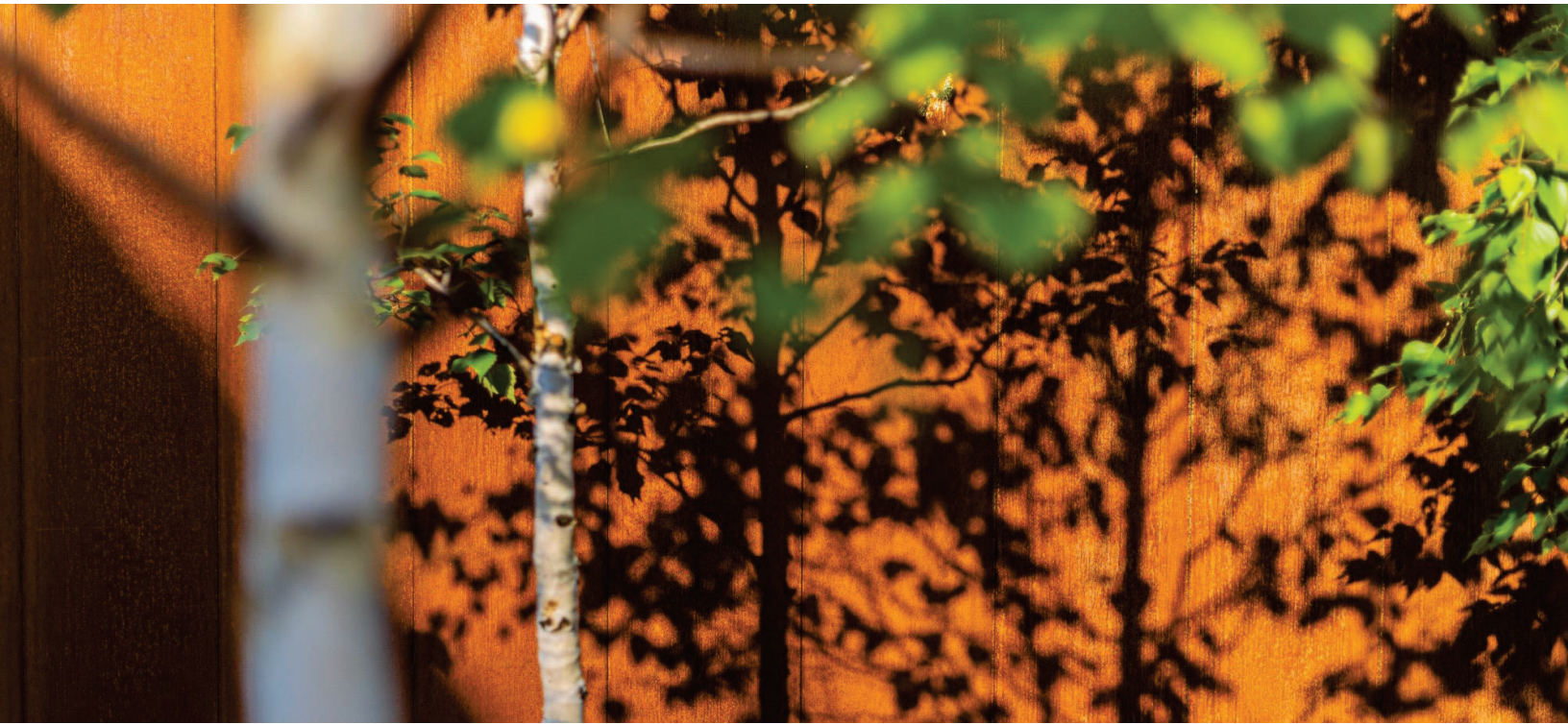










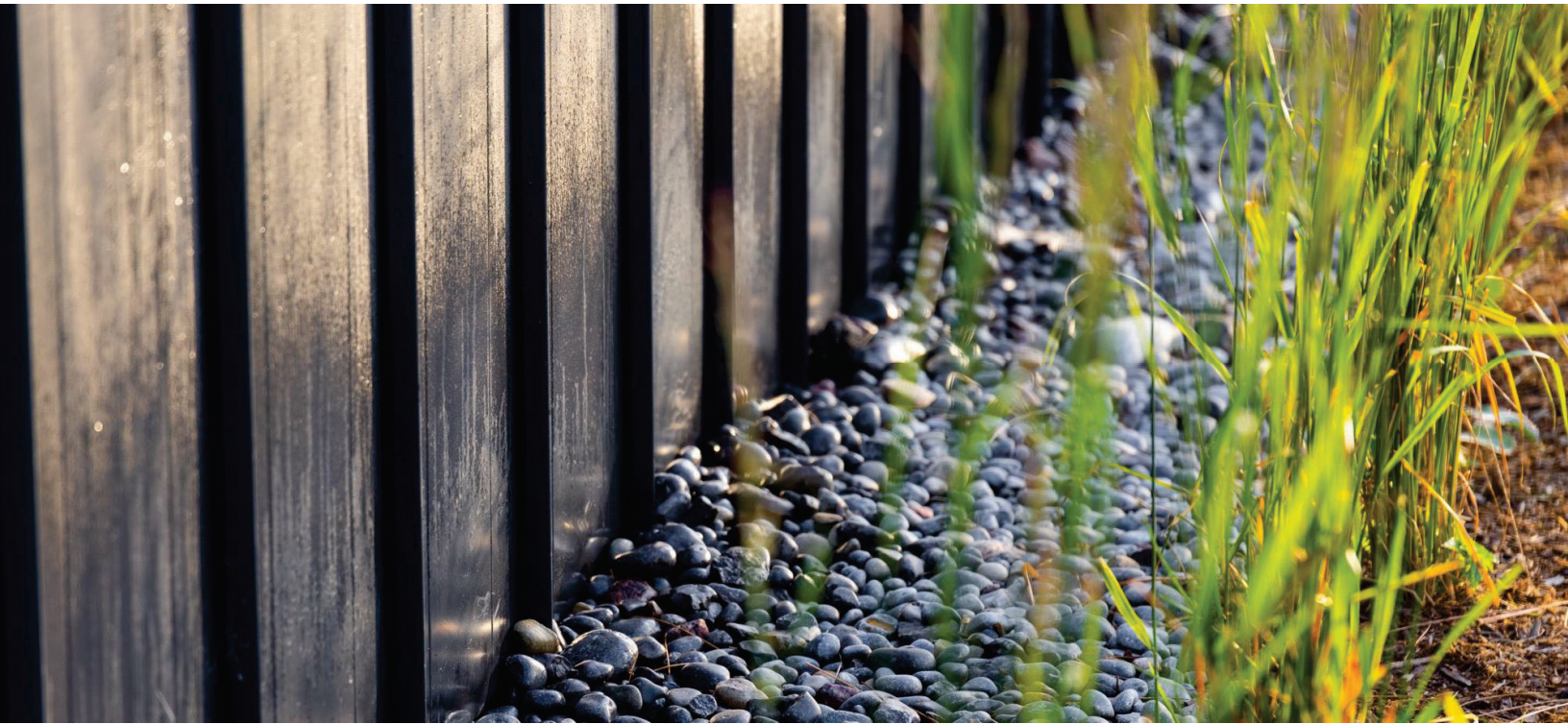


| Recommendations to Council

○ Unity

Recommendations to Council

- Unity Design Studio will complete Exhibit of Record contract and submit Design Development Package to the Town by end of March.
- The Town can take Design Development Package to be costed by a third-party cost consultant.
- The Town can use Design Development Package for future Grant Opportunities.



| Questions?

○ Unity

Cordova Mines Recreation Association: Summary of Events and Financial Update for 2024

Presentation to Havelock Belmont Methuen Town Council
March 18, 2025

Purpose

- Provide an update of CMRA activities:
 - Status of 2025 Ontario Trillium Foundation (OTF) Capital Grant Application
 - Summary of 2024 Cordova Mines Recreation Association (CMRA) events and financial status

2025 Ontario Trillium Fund Application: Background

- The OTF Capital Grants are one-year funding opportunities to improve community facilities and physical spaces. Non-profit community organizations can apply for up to \$200,000 in funding.
- The Cordova Mines Recreation Centre's kitchen is no longer meeting our needs. Volunteers are preparing meals and tending bar for up to 100 individuals in inadequate space with old appliances and limited storage. Volunteers have their Food Handlers and Smart Serve courses, and are trying to follow food and safety guidelines using outdated equipment.
- Modernized kitchens and bathrooms (the accessible washroom is out of scope) will encourage more people to rent our space and bring in added revenue as the closest towns with rental facilities (Marmora and Havelock) are 20 km away.

2025 Ontario Trillium Fund Application: Current Status

- In November 2024, a sub-committee of the CMRA was formed to prepare a grant application to renovate the Community Centre's kitchen and bathrooms to include new appliances, improved storage, updated electrical systems, and new flooring.
- Working with local contractors who provided quotes, the application was submitted on March 3, with a request for \$93,000.00.
- If successful, the CMRA has requested that the funding start in July and be provided over a 12-month period (there is flexibility and we don't anticipate we will need the full 12 months)

2024 CMRA Events

Month	Event
January	Chili Cook-Off – Shelly Draper/Terra Hall
February	Vendor Sale – Irene Gough Family Day – Clare Matthews/Nancy Grozelle
March	St. Patrick’s Day Dinner – Sharon Haines
April	Spring Dinner – Lisa Howie
May	Italian Dinner – Irene Gough/Lisa Howie
July	Canada Day - Amanda Maloney/Nancy Grozelle
August	Car Show – Alicia Cox
October	Halloween Dance and Kids Party – Irene Gough/Shelly Draper/Terra Hall
November	Harvest Dinner – Sharon Haines Santa Claus Parade - Committee

Financial Statements (For the Years Ending December 2022, 2023, and 2024)

REVENUE	2022	2023	2024
Donations & Sponsorship	0	\$2,965.00	\$2,636.00
Fundraising	\$10,074.00	\$29,274.00	\$28,950.00
Other	0	\$1,344.00	0
Total Revenue	\$10,074.00	\$33,583.00	\$31,586.00
Expenses			
Program Costs	\$5,190.00	\$23,027.00	\$23,600.00
Gifts	0	\$2,211.00	\$3,873.00
Total Expenses	\$5,190.00	\$25,238.00	\$27,473.00
Excess of Revenue for the Year	\$4,884.00	\$8,345.00	\$4,113.00
Net Assets, Beginning of Year	\$5,054.00	\$9,938.00	\$18,283.00
Excess of Revenue for the Year	\$4,884.00	\$8,345.00	\$4,113.00
Net Assets, End of Year	\$9,938.00	\$18,238.00	\$22,396.00

Questions?



From: [Cordova Mines Recreation Association](#)
To: [Bob Angione](#)
Subject: Re: Letter of ownership
Date: February 18, 2025 5:21:13 PM
Attachments: [image001.png](#)

Yes of course Bob, it's will be as follows if granted.

Full Reno of the kitchen. I will attach layout to this email.
Appliances to be replaced and installed,

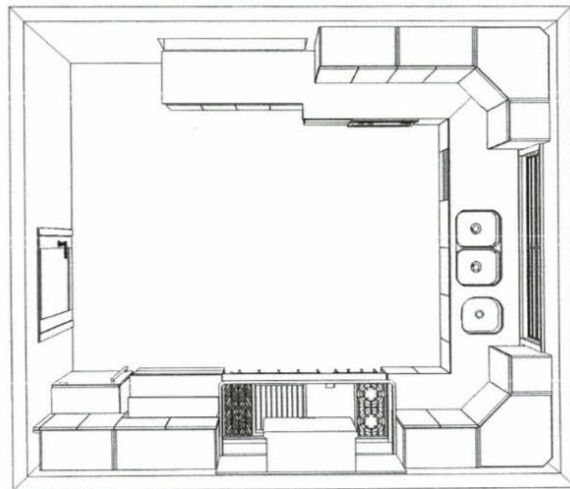
- new stove
- new fridge
- new upright freezer
- new hood range
- possibly a new dishwasher
- flooring to be replaced
- new cupboards and layout
- electrical panels will be moved to outside wall of kitchen where the community centre entrance is. They will be locked for the township and the rec.

We are also quoting new flooring throughout entrance way and into both men's/women's bathrooms. As well as both bathrooms renovated to include new toilets and vanities.

I hope this helps. Let me know if you need anything else.
We would need this letter no later than Tuesday next week.

Thank you for your time.

Amanda



Note: This drawing is an artistic interpretation of the general appearance of the design. It is not meant to be an exact rendition.

2020

Designed: 12/30/2024

Printed: 12/30/2024

Cordova Rec Hall

All

Drawing #: 1

On Tue, Feb 18, 2025 at 4:46 PM Bob Angione <BAngione@hbmtwp.ca> wrote:

Good Afternoon Amanda:

I am happy to provide a letter for you. Please provide details regarding the proposed renovations to the facility and the fixed equipment that will be installed. Council will want a summary of any proposed work to be done to the building.

Thank you,

Bob

Bob Angione, M.P.A., B.Admin.

Chief Administrative Officer and Municipal Clerk

Township of Havelock-Belmont-Methuen

[1 Ottawa Street East](#), P.O. Box 10

Havelock ON K0L 1Z0

Tel: 705-778-2308 or 1-877-767-2795

Fax: 705-778-5248



*Please consider the environment before printing this email

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From: Cordova Mines Recreation Association <cordovaminesrec@gmail.com>
Sent: February 11, 2025 4:43 PM
To: Bob Angione <BAngione@hbmtwp.ca>
Subject: Letter of ownership

Good afternoon Bob,

We are asking if you can forward a letter to us of municipality ownership of the Cordova Mines Recreation Community Centre. We have submitted our lease with the municipality as well.

The reason we are requesting this is because we need a letter to apply for our grant to proceed installing fixed equipment and renovating the facility that is owned by the municipality.

We have received all of our quotes to apply for the grant thus far and would be grateful if you can forward us the letter of ownership.

If you have any further questions don't hesitate to email me back.

Thank you,

Amanda Maloney (Vice chair)

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Travis Toms, Chief Building Official
Meeting Date: March 18, 2025
Subject: Building Department Activity Report – February 2025

PURPOSE:

To provide Council with statistical information concerning Building Department activity during the month of February 2025, as well as statistical information to compare current vs. prior year.

RECOMMENDATION:

Receive for information.

BACKGROUND:

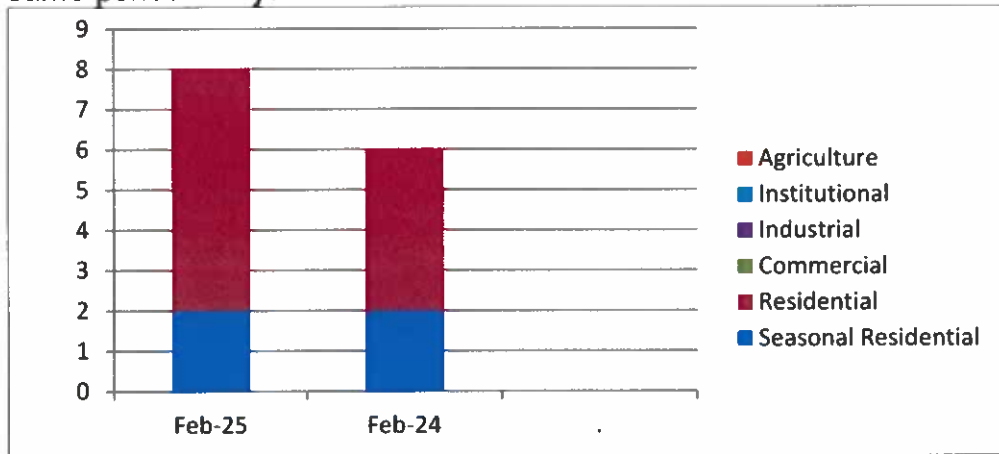
During the month of February 2025, the Building Department conducted 23 site (60 YTD) inspections.

Total mileage for department trucks utilized by building, planning and by-law enforcement is 1384 kilometers (3059 YTD).

The Building Department issued 8 building permits during the month of February 2025 (20 YTD), representing an estimated \$575,001.00 in construction costs.

<u>Permit Type</u>	<u># Permits Issued</u>	<u>Construction Cost (est.)</u>
Residential	2	\$ 195,001.00
Seasonal Residential	6	\$ 380,000.00

Below is an overview of Building Department activity for February 2025, compared to the same period last year:



Permit Fees Collected (February 2025 vs. 2024):

February 2025 - \$ 8,242.99

February 2024 - \$ 3,904.55

Total Permit Fees Collected (2025 vs. 2024 Year-to-Date):

2025 (February 1 – February 28) – \$ 27,051.63

2024 (February 1 – February 29) – \$ 10,867.66

By-Law Enforcement (includes Building Infractions) February 2025

New Files – 7

Closed Files – 0

Planning Applications February 2025

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: Ray Haines, Fire Chief
 Meeting Date: March 18, 2025
 Subject: Incident Summary – January 2025

PURPOSE:

To provide information regarding the Fire and Emergency incident summary response from January 1, 2025, to January 31, 2025.

RECOMMENDATION:

That Council receives this report for information.

BACKGROUND:

There were thirty nine (39) emergency incidents that the Havelock-Belmont-Methuen Fire and Emergency Services responded to in the month of January.

Incident Summary:

Type of Call	Number
Havelock-Belmont-Methuen	
Medical	26
Fire (structure)	1
Other (1 electrical issue, 3 cancelled, 1 assisting other agency)	5
Alarms	2
Complaint	1
Fire Protection and Auto Aid Agreements	
HBM FD for Trent Hills FD (1 medical, 1 fire)	2
HBM FD for Douro/Dummer (medical)	2
Total Calls	39

Training:

January 1st – Officers Meeting Cancelled

January 8th – SCBA and PPE review

January 22nd – Ice/Water awareness

Other:

- PCCEMC
- PC Fire Chiefs
- Havelock LTC
- Council Meetings
- Team Meeting
- Fire Inspections as per request or complaint

Information:

Annual Safety Inspection and repairs were completed on Rescue 3

FINANCIAL IMPACT:

No further financial impact beyond 2025 budget figures.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read 'Ray Haines', is enclosed in a rectangular box.

Ray Haines
Fire Chief

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Ray Haines, Fire Chief
Meeting Date: March 18, 2025
Subject: Incident Summary – February 2025

PURPOSE:

To provide information regarding the Fire and Emergency incident summary response from February 1, 2025, to February 28, 2025.

RECOMMENDATION:

That Council receives this report for information.

BACKGROUND:

There were twenty eight (28) emergency incidents that the Havelock-Belmont-Methuen Fire and Emergency Services responded to in the month of February.

Incident Summary:

Type of Call	Number
Havelock-Belmont-Methuen	
Medical	22
Other (1 lift assist, 3 cancelled)	4
Alarms	1
Fire Protection and Auto Aid Agreements	
HBM FD for Trent Hills FD (1 medical)	1
Total Calls	28

Training:

February 6th – Officers Meeting

February 12th – Regular Training cancelled due to weather

February 26th – Forest/grass fire review

Other:

- Loomex Group Master Fire Plan
- Fire Inspection Havelock LTC
- NG911 Meeting
- MNR Workshop
- Council Meetings
- Budget Meeting
- Team Meeting
- Fire Inspections as per request or complaint

Information:

Repairs were completed on Pump 1 Tank 1 & 2, for the onboard air compressors

FINANCIAL IMPACT:

No further financial impact beyond 2025 budget figures.

Respectfully Submitted:



Ray Haines
Fire Chief

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Peter Lauesen, Manager of Public Works
Meeting Date: March 18, 2025
Subject: 2024 Havelock Drinking Water System Annual Water Report

Purpose:

The purpose of this Report is to ensure as stated in O. Reg 170/03 Schedule 22 -2 (1), that this report is provided to the members of Council with respect to the 2024 Havelock Drinking Water System Annual Report by no later than March 31, 2025.

Recommendation:

That the 2024 Havelock Drinking Water System Annual Report be received, and a copy of the report be made available to the users of the system and posted on the Township Website.

Background:

The reporting period for the 2024 Havelock Drinking Water System Annual Report is from January 1, 2024 to December 31, 2024.

The report describes the drinking water system from the source to the end user. The report also provides details on microbiological testing, operation testing, and any other legislated testing requirements. Also in the report is a summary of the raw and treated water flows. Any non-compliance issues are also discussed in the report, along with results of Ministry Inspections.

Attached to this report is a copy of the 2024 Havelock Drinking Water System Annual Report. This report incorporates the following three mandatory reports; Section 11 and Schedule 22 of Regulation 170/03, Drinking Water Systems Regulation and the Permit to Take Water Reports identified in O.Reg 387/04, Water Taking and Transfer Regulation.

The 2024 Annual Report will be available on the Township website, or a hard copy is available at the front desk of the Municipal Office. Notification to all residents in the Village will be put in the April Utility bills.

Financial Impact:

There is no financial impact as a result of this report.

Attachment(s):

Havelock Drinking Water System – Annual Water Report

Respectfully Submitted by:

Peter Lauesen

Peter Lauesen - CRS
Manager of Public Works

Havelock Drinking Water System Annual Water Report

Reporting period of January 1, 2024 – December 31, 2024

Prepared For:
Prepared By:

The Township of Havelock-Belmont-Methuen



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

This report has been prepared to satisfy the annual reporting requirements of the Provincial Regulations and Guidelines established by the Ministry of the Environment in the Province of Ontario including the section 11 and Schedule 22 reports identified in O.Reg 170/03, Drinking Water Systems Regulation and the Permit to Take Water Reports identified in O.Reg 387/04, Water Taking and Transfer Regulation.

Table of Contents

Report Availability.....	3
Compliance Report Card.....	3
Quality Control Measures.....	4
System Process Description.....	4
Raw Source.....	4
Treatment.....	4
Treatment Chemicals used during the reporting year:.....	5
Summary of Non-Compliance.....	5
Adverse Water Quality Incidents.....	5
Non-Compliance.....	5
Non-Compliance Identified in a Ministry Inspection:.....	5
Raw Water Flows.....	6
Raw Water Volume Taken- Raw Well 1:.....	6
Raw Water Daily Rate of Taking Raw Well 3:.....	6
Raw Water Daily Rate of Taking Raw Well 4:.....	7
Treated Water Well 1 & 4:.....	7
Treated Water Well 3:.....	8
Regulatory Sample Results Summary.....	8
Microbiological Testing.....	8
Organic Parameters.....	11
Lead Sampling.....	13
Maintenance Summary.....	14
QEMS.....	14
Maintenance Highlights: major expenses incurred to install, repair or replace required equipment.....	14
Water Taking and Transfer Data.....	15

Report Availability

Population Served:	< 10,000
Website where the annual report can be viewed by the public:	www.hbmtwp.ca
Alternate location where annual report will be available for inspection and is free of charge:	Municipal Office
How are system users notified that the annual report is available and is free of charge?	Public access/notice via Township Website and Utility Bill
Number of Designated Facilities served:	None
Has a copy of this report been provided to all Designated Facilities?	N/A
Number of Interested Parties reported to:	N/A
Has a copy of this report been provided to all Interested Parties?	N/A
The following Drinking-Water Systems receive drinking water from this system:	N/A
Has a copy of this report been provided to connected owners?	N/A

Compliance Report Card

Drinking Water System Number:	210000595
System Owner:	The Corporation of the Township of Havelock-Belmont-Methuen
Operating Authority:	Ontario Clean Water Agency
Drinking Water System Category:	Large Municipal Residential
Reporting Period:	January 1, 2024 – December 31, 2024

Event Summary	# of Events	Date	Details
Ministry of Environment Inspections	1	October 08, 2024	Announced- Inspection completed on November 07 th , 2024 with 100% final inspection rating.
Ministry of Labour Inspections	0		
DWQMS Audits	2	April 22, 2024	Systems Audit
		May 10, 2024	Re-Accreditation Audit
AWQI's	0		
Non-Compliance	0		
Community Complaints	1	12-Aug-2024	OCWA visited a consumer's tap upon complaint of water quality-taste. Visual inspection and chlorine residual was completed. Quality appeared okay at time of visit.
Spills	0		

Quality Control Measures

The Township of Havelock-Belmont-Methuen facilities are part of OCWA's operational Trent Valley Hub. The facilities are supported by hub, regional and corporate resources. Operational Services are delivered by OCWA staff who live and work in the surrounding area.

OCWA operates facilities in compliance with applicable regulations. The facility has comprehensive manuals detailing operations, maintenance, instrumentation, and emergency procedures. All procedures are treated as active documents, with annual reviews.

OCWA has additional "Value Added" and operational support services that the Township of Havelock-Belmont-Methuen benefits from including:

- Access to a network of operational compliance and support experts at the regional and corporate level, as well as affiliated programs that include the following:
 - Quality & Environmental Management System, Occupational Health & Safety System and an internal compliance audit system.
 - PDM (WISKI) facility operating information repository, which consolidates field data, online instrumentation, and electronic receipt of lab test results for reporting, tracking and analysis.
 - Work Management System (WMS) and Maximo track and reports maintenance activities, and creates predictive and preventative reports.
 - Wonderware wide-area SCADA system allows for process optimization and data logging, process trending, remote alarming and optimization of staff time.
- Client reporting which includes operational data, equipment inventory, financial statements, maintenance work orders, and capital status reports
- Site-Specific Contingency Plans and Standard Operating Procedures
- Use of accredited laboratories
- Access to a network of operational compliance and support experts at the hub, region and corporate level
- Additional support in response to unusual circumstances, and extra support in an emergency.
- Use of sampling schedules for external laboratory sampling

System Process Description

Raw Source

Raw water source for the Havelock Drinking Water System are from three groundwater wells; Well 1, Well 3 and Well 4.

Treatment

The Havelock Drinking Water System is operated with two treatment subsystems; Well #3 which is an independent subsystem and Wells 1&4 which are operated together. Well #3 is under the direct influence of surface water system. Treatment consists of chemically assisted dual media (GAC/sand) gravity filtration plus ultraviolet and sodium hypochlorite disinfection. Well #1 and Well #4 utilize ultraviolet disinfection and sodium hypochlorite for treatment. This water system has continuous, alarmed monitoring for treated water free chlorine residual, filter effluent turbidity and distribution free chlorine residual.

Treatment Chemicals used during the reporting year:

Chemical Name	Use	Supplier
SternPac	Primary Coagulation	Kemira
Magnafloc	Coagulant aid	BASF Canada
Granular Activated Carbon	Filter Media	Calgon Carbon / Continental Carbon Group
Sodium Hypochlorite - 12%	Disinfection	Jutzi & Brentag

Summary of Non-Compliance

Adverse Water Quality Incidents

Date	AWQI #	Cause			Corrective Action Taken
		Parameter	Result	Exceedance of	
N/A					

Non-Compliance

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
N/A				

Non-Compliance Identified in a Ministry Inspection:

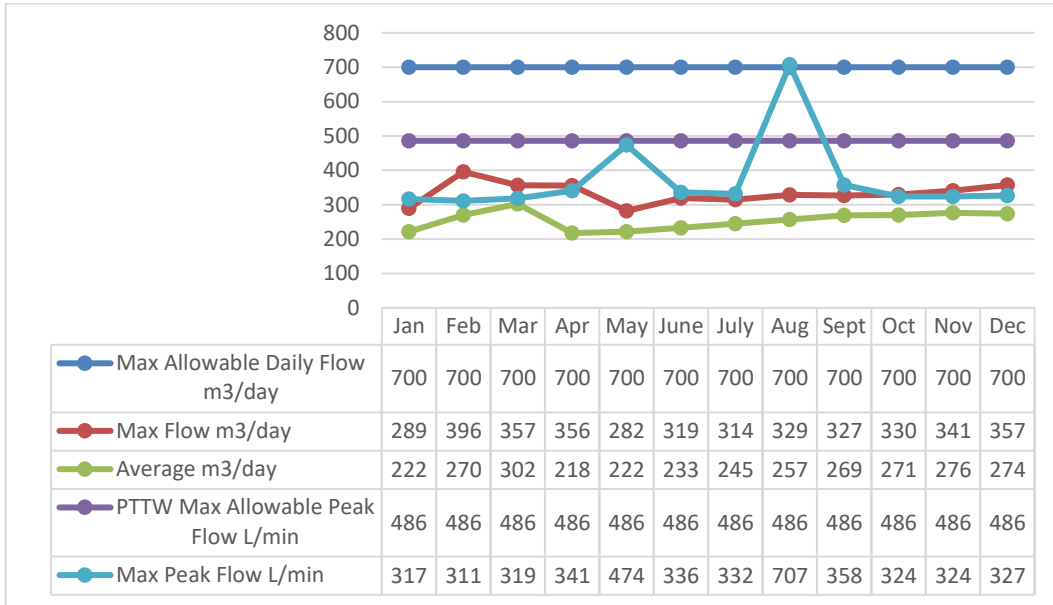
Ministry of Environment Inspection Rating: N/A

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
N/A				

Raw Water Flows

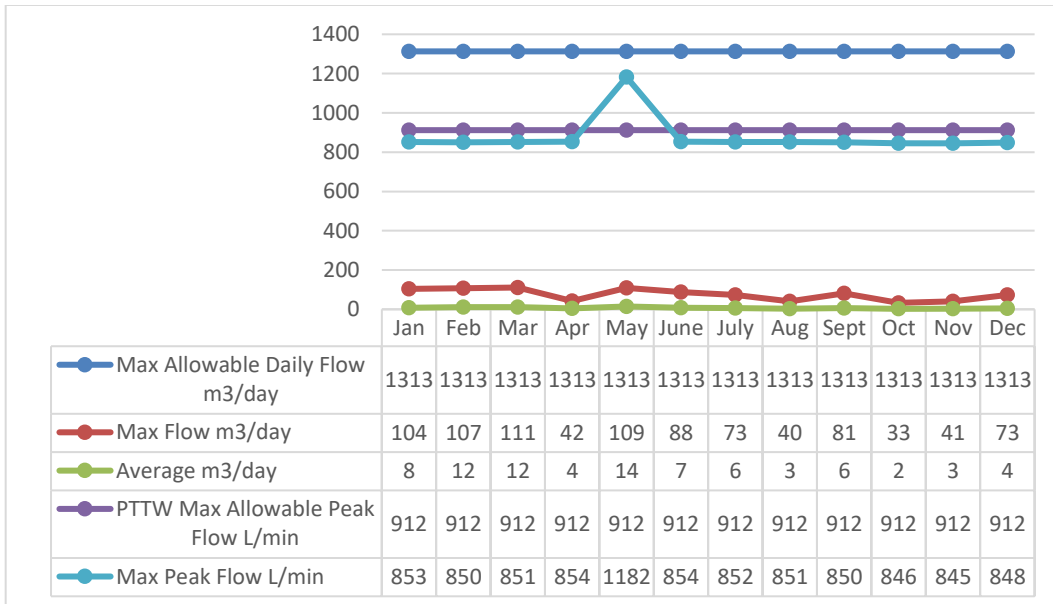
The Raw Water flows are regulated under the Permit to Take Water.

Raw Water Volume Taken- Raw Well 1:



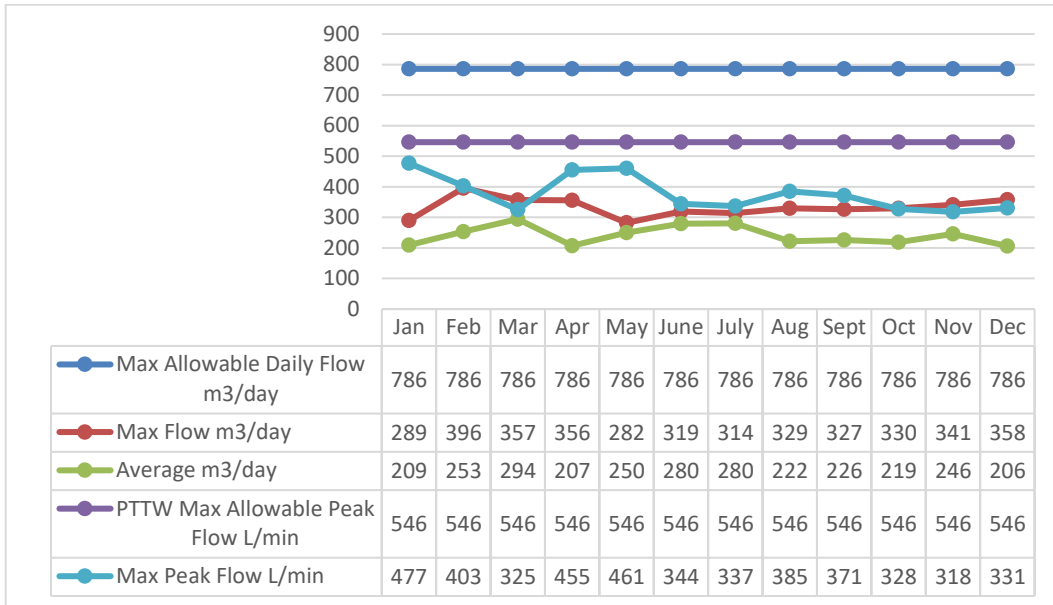
The Peak Flow rate was increased in August 2024 during maintenance.

Raw Water Daily Rate of Taking Raw Well 3:



The Peak Flow rate was increased in May 2024 during scheduled flow meter calibrations.

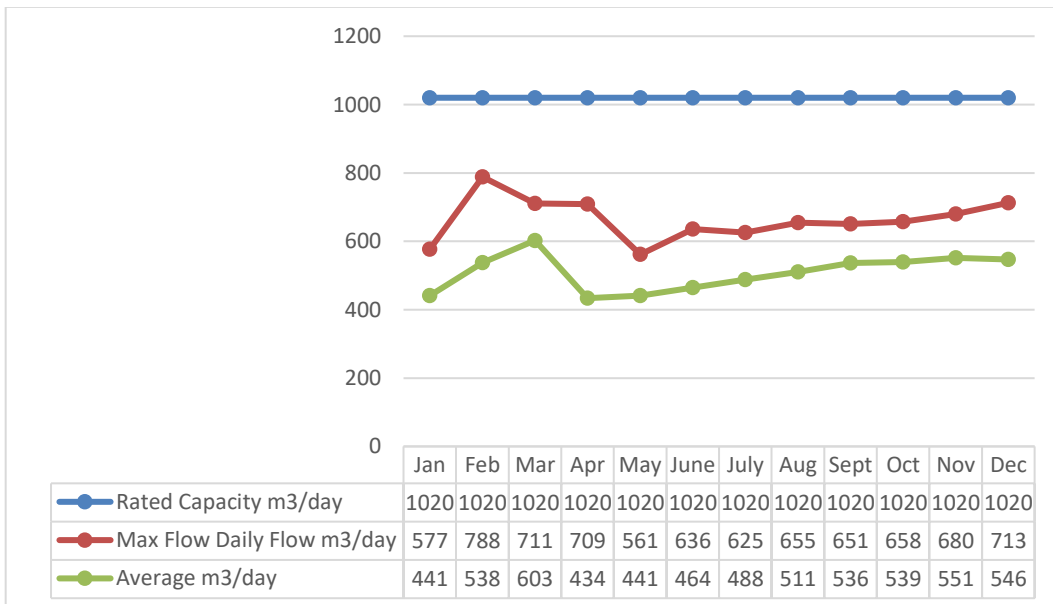
Raw Water Daily Rate of Taking Raw Well 4:



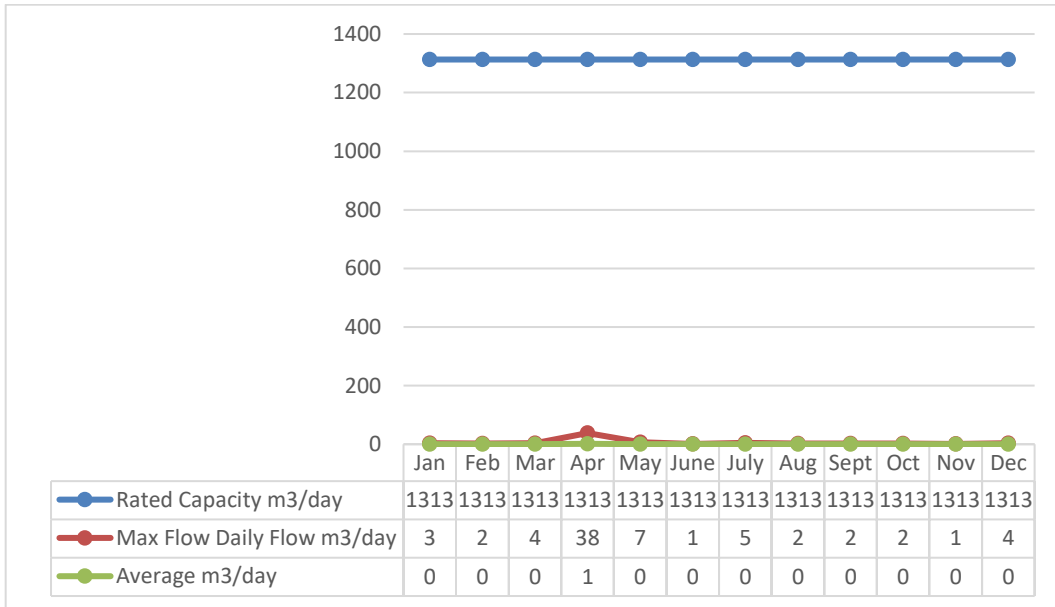
Treated Water Flows

The Treated Water flows are regulated under the Municipal Drinking Water License. The Havelock Drinking Water System has a rated capacity of 1020m³/day for Well 1&4 and 1313m³/day for Well 3. Additional flow data can be found under the Water Taking and Transfer Data section.

Treated Water Well 1 & 4:



Treated Water Well 3:



Regulatory Sample Results Summary

- RW1 = Raw Water Well 1
- RW3 = Raw Water Well 3
- RW4 = Raw Water Well 4
- TW3 = Treated Water Well 3
- TWc = Treated Water Well 1&4 Combined
- DW = Distribution Water

Microbiological Testing

Location	Number of Samples	E. Coli Results (min) - (max)	Total Coliform Results (min) – (max)	Number of HPC Samples	HPC Results (min) - (max)
Raw, Well 1	53	0 – 1	0 – 28	~	~
Raw, Well 3	53	0 - 20	0 – 420	~	~
Raw, Well 4	53	0 – 2	0 – 4	~	~
Treated, Well 3	53	0 – 0	0 - 0	53	0 – 12
Treated – Well 1 & 4 Combined	53	0 - 0	0 - 0	53	0 – 6
Distribution - DW	159	0 - 0	0 - 0	159	0 – 12

On-Line

Parameter	Range of Results (min # - max #)
Filter #1 Effluent Turbidity, Well 3	0.02 – 5.00 NTU*
Filter #2 Effluent Turbidity, Well 3	0.00 – 4.58 NTU*
Treated Water Free Chlorine, Well 3	0.86 – 3.40 mg/L
Turbidity, Well 1	0.0 – 2.99 NTU*
Turbidity, Well 4	0.0 – 1.86 NTU*
Treated Water Free Chlorine, TWc	0.46 – 5.01 mg/L
Distribution Free Chlorine	0.37 – 4.25 mg/L
Treated Water Fluoride	Fluoride is not added at this facility

* Instrument spikes and dips recorded by on-line instrumentation were a result of air bubbles and various maintenance and calibration activities. Power interruptions may also cause an instrument reading to drop to zero. All events are reviewed for compliance with O. Reg. 170/03 and if warranted, are reported to the Ministry of Environment as Adverse Water Quality Incidents.

In-House

Parameter	# of grab samples taken	Range of Results (min # - max #)
Raw Water Turbidity, Well 1	12	0.09 – 0.23 NTU
Raw Water Turbidity, Well 4	12	0.10 – 0.21 NTU
Treated Water Free Chlorine, Well 1&4	58	1.56 – 2.2 mg/L
Treated Water Free Chlorine, Well 3	65	1.32– 2.7 mg/L
Distribution Free Chlorine	171	0.54 – 2.14 mg/L

Laboratory

Parameter	# of grab samples taken	Range of Results (min # - max #)
Treated Water Fluoride	Fluoride is not used at this facility	
Raw Water Iron, Well 3	12	3,530.0 – 27,100.0 ug/L
Raw Water Manganese, Well 3	12	350.0 – 850.0 ug/L
Treated Water Iron, Well 3	12	30.0 – 350.0 ug/L
Treated Water Manganese, Well 3	12	0.00 – 10.0 ug/L

Additional Legislated Samples

Legal Document	Date of Issuance	Parameter	# of grab samples taken	Annual Average Results	Annual Average Limit
Municipal Licence	June 25, 2021	Suspended Solids	12	2.17 mg/L	25 mg/L
Municipal Licence	June 25, 2021	Total Chlorine Residual	12	0.009 mg/L	0.02 mg/L

Inorganic Parameters

- MAC = Maximum Allowable Concentration as per O. Reg 169/03
- BDL = Below the laboratory detection level
- Note: Fluoride and Sodium are only required to be tested every 60 months.

Treated Water	Sample Date	Result Value	MAC	Exceedances	
				MAC	1/2 MAC
Antimony: Sb (ug/L) - TW3	04-Mar-2024	< MDL 0.6	6	No	No
Antimony: Sb (ug/L) - TWc	04-Mar-2024	< MDL 0.6	6	No	No
Arsenic: As (ug/L) - TW3	04-Mar-2024	0.3	10	No	No
Arsenic: As (ug/L) - TWc	04-Mar-2024	< MDL 0.2	10	No	No
Barium: Ba (ug/L) - TW3	04-Mar-2024	52	1000	No	No
Barium: Ba (ug/L) - TWc	04-Mar-2024	123	1000	No	No
Boron: B (ug/L) - TW3	04-Mar-2024	10	5000	No	No
Boron: B (ug/L) - TWc	04-Mar-2024	34	5000	No	No
Cadmium: Cd (ug/L) - TW3	04-Mar-2024	0.008	5	No	No
Cadmium: Cd (ug/L) - TWc	04-Mar-2024	0.003	5	No	No
Chromium: Cr (ug/L) - TW3	04-Mar-2024	1.58	50	No	No
Chromium: Cr (ug/L) - TWc	04-Mar-2024	0.41	50	No	No
Mercury: Hg (ug/L) - TW3	04-Mar-2024	< MDL 0.01	1	No	No
Mercury: Hg (ug/L) - TWc	04-Mar-2024	< MDL 0.01	1	No	No
Selenium: Se (ug/L) - TW3	04-Mar-2024	0.09	50	No	No
Selenium: Se (ug/L) - TWc	04-Mar-2024	0.72	50	No	No
Uranium: U (ug/L) - TW3	04-Mar-2024	0.061	20	No	No
Uranium: U (ug/L) - TWc	04-Mar-2024	0.202	20	No	No
Fluoride (mg/L) - TW3	4-Jul-2023	< MDL 0.06	1.5	No	No
Fluoride (mg/L) - TWc	4-Jul-2023	0.07	1.5	No	No
Nitrate : (mg/L) - TW3	15-Jan-24	0.06	10	No	No
Nitrate : (mg/L) - TW3	8-Apr-24	2.08	10	No	No
Nitrate : (mg/L) - TW3	2-Jul-24	0.034	10	No	No
Nitrate : (mg/L) - TW3	15-Oct-24	0.034	10	No	No
Nitrate : (mg/L) - TWc	15-Jan-24	1.72	10	No	No
Nitrate : (mg/L) - TWc	8-Apr-24	1.98	10	No	No
Nitrate : (mg/L) - TWc	2-Jul-24	2.23	10	No	No
Nitrate : (mg/L) - TWc	15-Oct-24	2.47	10	No	No

Nitrite : (mg/L) - TW3	15-Jan-24	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TW3	8-Apr-2024	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TW3	2-Jul-2024	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TW3	15-Oct-2024	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TWc	15-Jan-2024	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TWc	8-Apr-2024	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TWc	2-Jul-2024	< MDL 0.003	1	No	No
Nitrite : (mg/L) - TWc	15-Oct-2024	< MDL 0.003	1	No	No
Sodium (mg/L) - TWc	17-Jul-2023	108	20.0*	Yes	Yes
Sodium (mg/L) – TW3	17-Jul-2023	31.7	20.0*	Yes	Yes

*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Organic Parameters

- MAC = Maximum Allowable Concentration as per O.Reg 169/03
- BDL = Below the laboratory detection level

TREATED WATER	Sample Date	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
1,1-Dichloroethylene (ug/L)-TWc	4-Mar-2024	< MDL 0.33	14	No	No
1,2-Dichlorobenzene (ug/L)-TWc	4-Mar-2024	< MDL 0.41	200	No	No
1,2-Dichloroethane (ug/L)-TWc	4-Mar-2024	< MDL 0.35	5	No	No
1,4-Dichlorobenzene (ug/L)-TWc	4-Mar-2024	< MDL 0.36	5	No	No
2,3,4,6-Tetrachlorophenol (ug/L)-TWc	4-Mar-2024	< MDL 0.2	100	No	No
2,4,6-Trichlorophenol (ug/L)-TWc	4-Mar-2024	< MDL 0.25	5	No	No
2,4-Dichlorophenol (ug/L)-TWc	4-Mar-2024	< MDL 0.15	900	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L)-TWc	4-Mar-2024	< MDL 0.19	100	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (ug/L)-TWc	4-Mar-2024	< MDL 0.12	100	No	No
Alachlor (ug/L) -TWc	4-Mar-2024	< MDL 0.02	5	No	No
Atrazine + N-dealkylated metabolites (ug/L)-TWc	4-Mar-2024	< MDL 0.01	5	No	No
Azinphos-methyl (ug/L)-TWc	4-Mar-2024	< MDL 0.05	20	No	No
Benzene (ug/L)-TWc	4-Mar-2024	< MDL 0.32	1	No	No
Benzo(a)pyrene (ug/L)-TWc	4-Mar-2024	< MDL 0.004	0.01	No	No
Bromoxynil (ug/L)-TWc	4-Mar-2024	< MDL 0.33	5	No	No
Carbaryl (ug/L)-TWc	4-Mar-2024	< MDL 0.05	90	No	No
Carbofuran (ug/L) -TWc	4-Mar-2024	< MDL 0.01	90	No	No
Carbon Tetrachloride (ug/L) -TWc	4-Mar-2024	< MDL 0.17	2	No	No
Chlorpyrifos (ug/L) -TWc	4-Mar-2024	< MDL 0.02	90	No	No

Diazinon (ug/L)-TWc	4-Mar-2024	< MDL 0.02	20	No	No
Dicamba (ug/L)-TWc	4-Mar-2024	< MDL 0.2	120	No	No
Dichloromethane (Methylene Chloride) (ug/L)-TWc	4-Mar-2024	< MDL 0.35	50	No	No
Diclofop-methyl (ug/L)-TWc	4-Mar-2024	< MDL 0.4	9	No	No
Dimethoate (ug/L)-TWc	4-Mar-2024	< MDL 0.06	20	No	No
Diquat (ug/L)-TWc	4-Mar-2024	< MDL 1	70	No	No
Diuron (ug/L)-TWc	4-Mar-2024	< MDL 0.03	150	No	No
Glyphosate (ug/L)-TWc	4-Mar-2024	< MDL 1	280	No	No
Malathion (ug/L)-TWc	4-Mar-2024	< MDL 0.02	190	No	No
Metolachlor (ug/L)-TWc	4-Mar-2024	< MDL 0.01	50	No	No
Metribuzin (ug/L)-TWc	4-Mar-2024	< MDL 0.02	80	No	No
Monochlorobenzene (Chlorobenzene) (ug/L)-TWc	4-Mar-2024	< MDL 0.3	80	No	No
Paraquat (ug/L)-TWc	4-Mar-2024	< MDL 1	10	No	No
PCB (ug/L)-TWc	4-Mar-2024	< MDL 0.04	3	No	No
Pentachlorophenol (ug/L)-TWc	4-Mar-2024	< MDL 0.15	60	No	No
Phorate (ug/L)-TWc	4-Mar-2024	< MDL 0.01	2	No	No
Picloram (ug/L)-TWc	4-Mar-2024	< MDL 1	190	No	No
Prometryne (ug/L)-TWc	4-Mar-2024	< MDL 0.03	1	No	No
Simazine (ug/L)-TWc	4-Mar-2024	< MDL 0.01	10	No	No
Terbufos (ug/L)-TWc	4-Mar-2024	< MDL 0.01	1	No	No
Tetrachloroethylene (ug/L)-TWc	4-Mar-2024	< MDL 0.35	10	No	No
Triallate (ug/L) -TWc	4-Mar-2024	< MDL 0.01	230	No	No
Trichloroethylene (ug/L)-TWc	4-Mar-2024	< MDL 0.44	5	No	No
Trifluralin (ug/L)-TWc	4-Mar-2024	< MDL 0.02	45	No	No
Vinyl Chloride (ug/L)-TWc	4-Mar-2024	< MDL 0.17	1	No	No
1,1-Dichloroethylene (ug/L)-TW3	4-Mar-2024	< MDL 0.33	14	No	No
1,2-Dichlorobenzene (ug/L)-TW3	4-Mar-2024	< MDL 0.41	200	No	No
1,2-Dichloroethane (ug/L)-TW3	4-Mar-2024	< MDL 0.35	5	No	No
1,4-Dichlorobenzene (ug/L)-TW3	4-Mar-2024	< MDL 0.36	5	No	No
2,3,4,6-Tetrachlorophenol (ug/L)-TW3	4-Mar-2024	< MDL 0.2	100	No	No
2,4,6-Trichlorophenol (ug/L)-TW3	4-Mar-2024	< MDL 0.25	5	No	No
2,4-Dichlorophenol (ug/L)-TW3	4-Mar-2024	< MDL 0.15	900	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L)-TW3	4-Mar-2024	< MDL 0.19	100	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (ug/L)-TW3	4-Mar-2024	< MDL 0.12	100	No	No
Alachlor (ug/L) -TW3	4-Mar-2024	< MDL 0.02	5	No	No
Atrazine + N-dealkylated metabolites (ug/L)-TW3	4-Mar-2024	< MDL 0.01	5	No	No
Azinphos-methyl (ug/L)-TW3	4-Mar-2024	< MDL 0.05	20	No	No
Benzene (ug/L)-TW3	4-Mar-2024	< MDL 0.32	1	No	No
Benzo(a)pyrene (ug/L)-TW3	4-Mar-2024	< MDL 0.004	0.01	No	No
Bromoxynil (ug/L)-TW3	4-Mar-2024	< MDL 0.33	5	No	No
Carbaryl (ug/L)-TW3	4-Mar-2024	< MDL 0.05	90	No	No
Carbofuran (ug/L) -TW3	4-Mar-2024	< MDL 0.01	90	No	No

Carbon Tetrachloride (ug/L) -TW3	4-Mar-2024	< MDL 0.17	2	No	No
Chlorpyrifos (ug/L) -TW3	4-Mar-2024	< MDL 0.02	90	No	No
Diazinon (ug/L)-TW3	4-Mar-2024	< MDL 0.02	20	No	No
Dicamba (ug/L)-TW3	4-Mar-2024	< MDL 0.2	120	No	No
Dichloromethane (Methylene Chloride) (ug/L)-TW3	4-Mar-2024	< MDL 0.35	50	No	No
Diclofop-methyl (ug/L)-TW3	4-Mar-2024	< MDL 0.4	9	No	No
Dimethoate (ug/L)-TW3	4-Mar-2024	< MDL 0.06	20	No	No
Diquat (ug/L)-TW3	4-Mar-2024	< MDL 1	70	No	No
Diuron (ug/L)-TW3	4-Mar-2024	< MDL 0.02	150	No	No
Glyphosate (ug/L)-TW3	4-Mar-2024	< MDL 0.01	280	No	No
Malathion (ug/L)-TW3	4-Mar-2024	< MDL 0.02	190	No	No
Metolachlor (ug/L)-TW3	4-Mar-2024	< MDL 0.3	50	No	No
Metribuzin (ug/L)-TW3	4-Mar-2024	< MDL 1	80	No	No
Monochlorobenzene (Chlorobenzene) (ug/L)-TW3	4-Mar-2024	< MDL 0.04	80	No	No
Paraquat (ug/L)-TW3	4-Mar-2024	< MDL 0.15	10	No	No
PCB (ug/L)-TW3	4-Mar-2024	< MDL 0.01	3	No	No
Pentachlorophenol (ug/L)-TW3	4-Mar-2024	< MDL 1	60	No	No
Prometryne (ug/L)-TW3	4-Mar-2024	< MDL 0.03	1	No	No
Simazine (ug/L)-TW3	4-Mar-2024	< MDL 0.01	10	No	No
Terbufos (ug/L)-TW3	4-Mar-2024	< MDL 0.01	1	No	No
Tetrachloroethylene (ug/L)-TW3	4-Mar-2024	< MDL 0.35	10	No	No
Triallate (ug/L) -TW3	4-Mar-2024	< MDL 0.01	230	No	No
Trichloroethylene (ug/L)-TW3	4-Mar-2024	< MDL 0.44	5	No	No
Trifluralin (ug/L)-TW3	4-Mar-2024	< MDL 0.02	45	No	No
Vinyl Chloride (ug/L)-TW3	4-Mar-2024	< MDL 0.17	1	No	No
DISTRIBUTION WATER					
Trihalomethane: Total (ug/L) Annual Average - DW	2024	33.37	100	No	No
HAA Total (ug/L) Annual Average - DW	2024	11.65	80	No	No

Lead Sampling

The Lead Sampling Program is required under O.Reg 170/03. This system qualified for the plumbing exemption. This facility is on a reduced sampling schedule and lead is sampled every 36 months, the last samples were taken in 2021.

Location	Date	Lead (mg/L)	pH	Alkalinity (mg/L) as CaCO3
Hydrant #47	12-Mar-24	0.08	7.69	294
Hydrant #68	12-Mar-24	0.26	7.71	270
Hydrant #47	09-Sept-24	0.03	7.93	300
Hydrant #68	09-Sept-24	0.27	7.95	301

Maintenance Summary

OCWA uses a risk-based preventative maintenance framework that ensures assets are maintained to manufacturer’s and/or industry standards. Maintenance is completed using various tools and operational supports.

OCWA uses a Workplace Maintenance System (WMS). WMS is a maintenance tracking system that can generate work orders as well as give summaries of completed and scheduled work. During the year, the operating authority at the facility generates scheduled work orders on a weekly, monthly and annual basis. The service work is recorded in the work order history. This ensures routine and preventive maintenance is carried out. Emergency and capital repair maintenance is completed and added to the system.

Preventative Maintenance Work Orders Completed	341
Operational Maintenance Work Orders Completed	17
Capital Maintenance Work Orders Completed	0

Capital projects are listed and provided to the The Township of Havelock-Belmont-Methuen in the form of a “Capital Forecast”. This list is developed by facility staff and provides recommendations for facility components requiring upgrading or improvement.

QEMS

A re-accreditation Audit was conducted by Intertek SAI Global on May 12th, 2024. The Township of Havelock-Belmont-Methuen’s Quality Management System conforms to the Standard.

Maintenance Highlights: major expenses incurred to install, repair or replace required equipment

- New flow control valves**
- Repair 3 Hydrants**
- Water Supply Feasibility study**
- Air release valve**

Water Taking and Transfer Data

Data for the reporting period of January 1, 2024 - December 31, 2024 was submitted electronically to the Ministry of the Environment on February 04, 2024 under Permit to Take Water PTTW 3448-9LMT5K and Permit to Take Water PTTW P-300-1294150031.

The screenshot displays the WTRS (Water Taking and Transfer Reporting System) interface. At the top, there are logos for Ontario, environet, and WTRS, along with the text 'Ministry of the Environment, Conservation and Parks'. A navigation bar includes links for WT DATA, USER PROFILE, CONTACT US, HELP, HOME, and LOGOUT. Below this, there are fields for Location (WTR) and Password, with a 'put WT Record' button. A green banner indicates 'Water Taking Data submitted successfully.' A confirmation box contains the following text: 'Thank you for submitting your water taking data online. Permit Number: 3448-9LMT5K. Permit Holder: THE CORPORATION OF THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN. Received on: Feb 4, 2025 1:28 PM. This confirmation indicates that your data has been received by the Ministry, but should not be construed as acceptance of this data if it differs from that specified on the Permit Number, assigned to the Permit Holder stated above.' Below the confirmation box are two buttons: 'Print Confirmation' and 'Return to Main Page'. At the bottom right, there is technical information: 'ONTARIO CLEAN WATER AGENCY | 2025/02/04 version: v4.5.0.21 (build#: 22) Last modified: 2018/09/18'. The footer includes the Ontario logo and the text 'This site maintained by the Government of Ontario' and '©2025 Queen's Printer for Ontario'.

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
 From: Lionel Towns, Treasurer
 Meeting Date: March 18, 2025
 Subject: Council Remuneration and Expenses – 2024

Purpose:

To provide a statement of the remuneration and expenses for each member of HBM Council for 2024.

Recommendation:

That this report be received for information.

Background:

This report satisfies the requirements of Section 284 of the Municipal Act regarding the disclosure of Council remuneration and expenses.

Financial Impact:

The total remuneration and expenses pertaining to the Mayor and members of Council for the year ended December 31, 2024 are detailed in the following chart.

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN										
COUNCIL EXPENSES 2024										
Position	Name	Remuneration	Conferences & Expenses			Mileage & General Expenses			Comm Expense Comm/Office Expense	Total
			Registration	Hotel/Meals/ Parking	Transportation	Conference Mileage	Other Mileage	Other Expenses		
MAYOR	Jim Martin	\$ 33,768.60	\$ 954.85	\$ 876.14	\$ -	\$ 326.20	\$ -	\$ -	\$ 840.00	\$ 36,765.79
DEPUTY MAYOR	Hart Webb	\$ 28,309.56	\$ -	\$ -	\$ -	\$ -	\$ 250.60	\$ -	\$ 840.00	\$ 29,227.96
COUNCILLOR	Kathy Clement	\$ 26,447.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 840.00	\$ 27,287.28
COUNCILLOR	Jerry Doherty	\$ 26,447.28	\$ 757.10	\$ 591.72	\$ 204.53	\$ 193.20	\$ -	\$ 25.00	\$ 840.00	\$ 29,058.83
COUNCILLOR	Bev Flagler	\$ 26,447.28	\$ 2,727.82	\$ 2,697.91	\$ 204.53	\$ 1,034.46	\$ 568.40	\$ 649.75	\$ 840.00	\$ 35,170.15
		<u>\$ 141,420.00</u>	<u>\$ 4,439.77</u>	<u>\$ 4,165.77</u>	<u>\$ 409.06</u>	<u>\$ 1,553.86</u>	<u>\$ 819.00</u>	<u>\$ 674.75</u>	<u>\$ 4,200.00</u>	<u>\$157,510.01</u>

Members of Council are not paid for sitting on local Boards.

Respectfully Submitted by:

Lionel Towns,
Treasurer

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council

From: Shari Gottschalk, Economic Development Officer

Meeting Date: March 18, 2025

Subject: **March 2025 Social Media Insights**

PURPOSE:

The purpose of this report is to provide Council with insights into social media during the 28-day February 2025 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 February 2025 Social Media Insights Report for full details.

For your convenience, this is a month-over-month comparison of January 2025 and February 2025 Facebook content.

Month-over-Month Facebook Content Comparison				
Breakdown	January 2025	February 2025	Variance	Percentage
Month-end Followers	611	702	91	↑41%
New Followers	70	91	21	↑23%
Reach	32,200	39,200	7,000	↑27.6%
Content Interaction	2,000	2,000	0	↑4.5%
Visits	2,400	3,100	700	↑29.2%
Link Clicks	348	421	73	↑21.0%
* Posts Published	91	112	21	↑23.1%
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:

- February 2025 Social Media Insights Report

Respectfully submitted by:



Shari Gottschalk
Economic Development Officer
Township of Havelock-Belmont-Methuen

Social Media FACEBOOK Followers	
February 1, 2025	611 followers
February 28, 2025	702 , up 93 from December (41% increase month-over-month)

Views 📈 231.4K ↑ 29.3%	Reach 📈 39.2K ↑ 27.6%	3-second views 📉 1K ↓ 63.6%	1-minute views 📉 0 ↓ 100%	Content interactions 📈 2K ↑ 4.5%
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Views breakdown
Feb 1 - Feb 28

Total
231,362 ↑ 29.3%

From organic
97% ↓ 3%

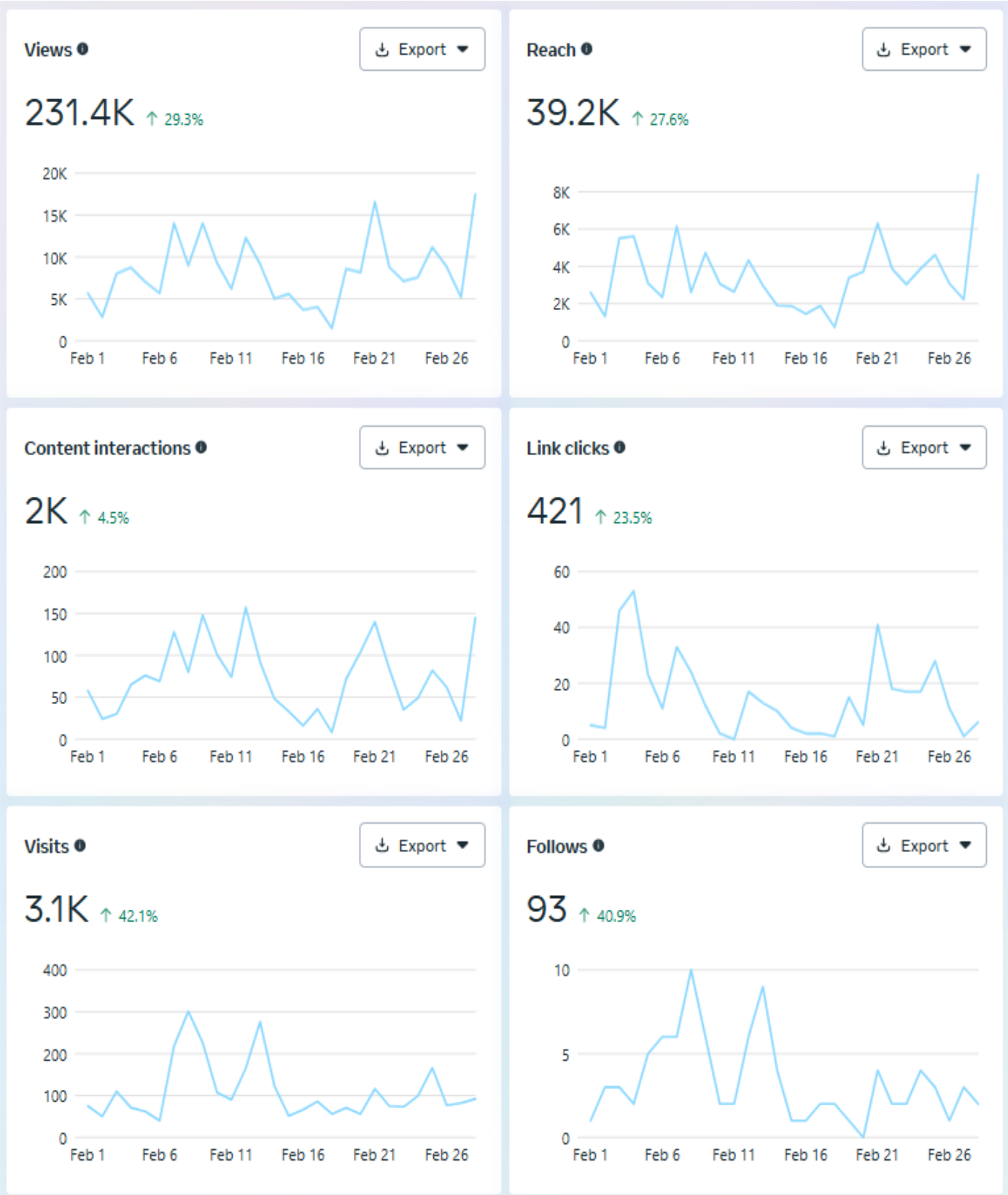
From ads
3% ↑ 100%

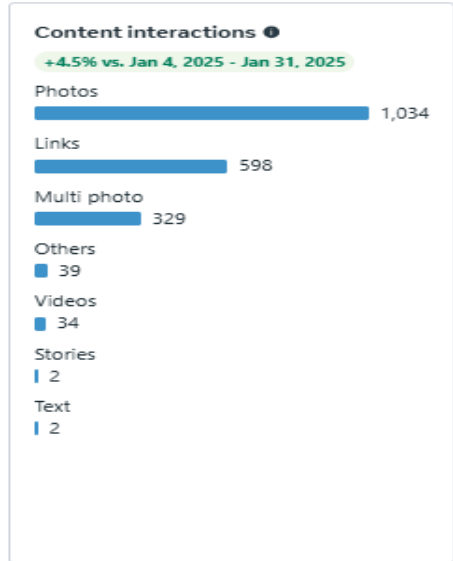
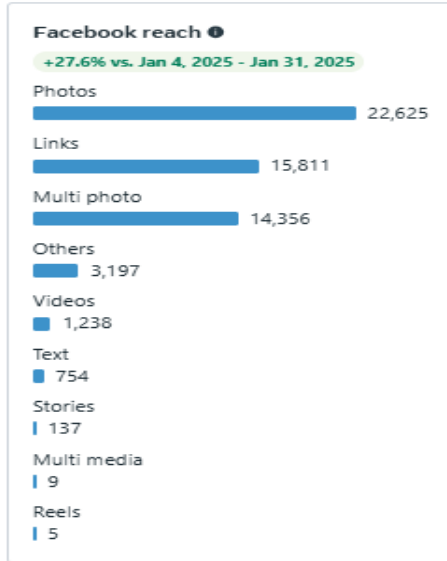
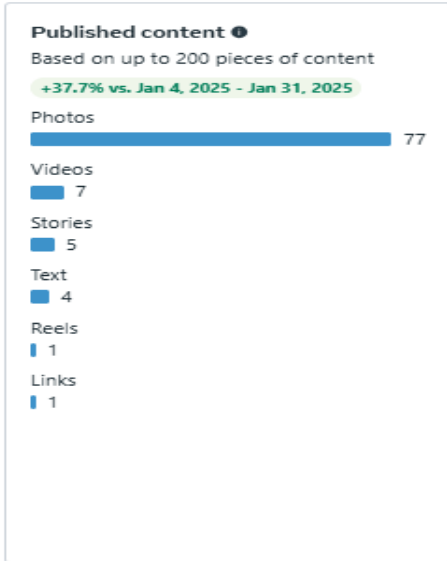
TOP CONTENT BY REACH

<p>HBM is Recruiting Volunteer Firefighte... Fri Feb 21, 11:48am 7.5K views, 70 likes, 8 shares, 47 comments</p>	<p>The Havelock Fire & Ice Festival ... Thu Feb 6, 6:08am 6.6K views, 35 likes, 7 shares, 21 comments</p>	<p>The Winter Wonder Wiffle 2025... Fri Feb 7, 6:37am 4.4K views, 27 likes, 1 share, 10 comments</p>	<p>WE'RE HIRING - Administrative... Fri Feb 21, 1:30pm 2.2K views, 9 likes, 2 shares, 13 comments</p>	<p>SIDEWALK MAINTENANCE... Mon Feb 17, 7:24am 2K views, 8 likes, 5 shares, 5 comments</p>
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<p>2nd Annual Peterborough Petes... Thu Feb 20, 2:45pm 2K views, 30 likes, 2 shares, 7 comments</p>	<p>SEEKING SUMMER EMPLOYMENT... Wed Feb 19, 3:03pm 1.8K views, 8 likes, 1 share, 5 comments</p>	<p>Our heartfelt thanks to our incredible... Wed Feb 12, 7:44am 1.4K views, 61 likes, 7 shares, 10 comments</p>
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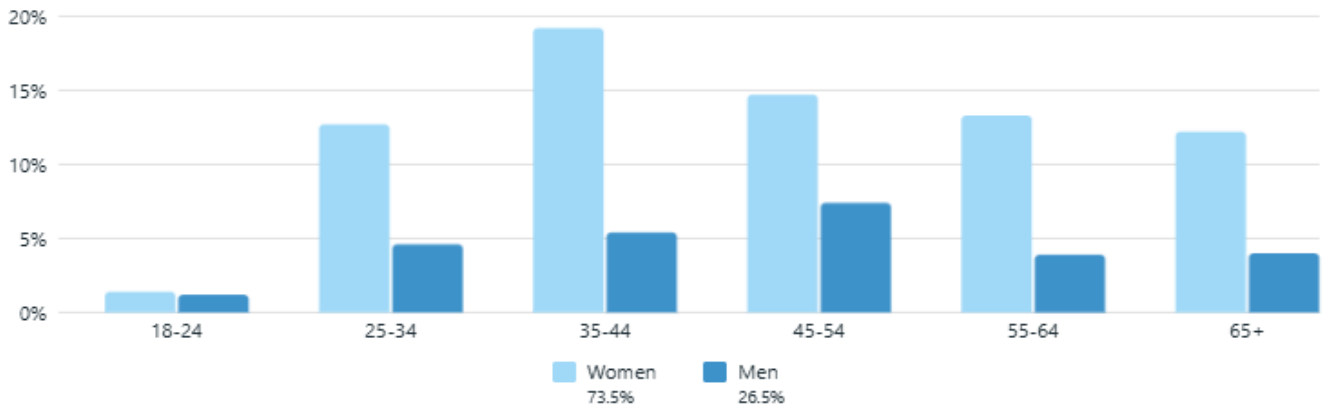
REACH, INTERACTIONS, LINK CLICKS, AND VISITS



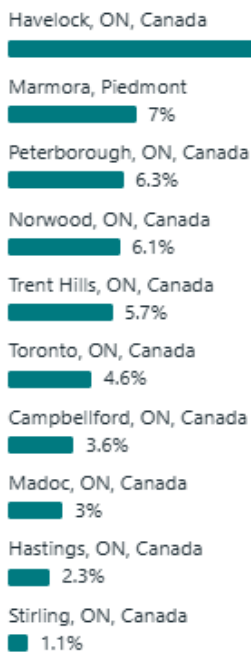


REACH, INTERACTIONS, LINK CLICKS, AND VISITS

Age & gender



Top cities



Top countries



TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Travis Toms, Chief Building Official
Meeting Date: March 18, 2025
Subject: Noise By-law, Request for Amendment

Purpose:

To provide Council with information with respect to the request for an amendment to the Noise By-law as received from Ambrose Moran.

Recommendation:

That Council receive the report for information and provide staff direction with respect to the times permitting construction noises regulated under Noise By-law 2024-027.

Background:

Mr. Moran's attached request was provided to Council on September 3, 2024, resulting in the following motion:

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

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

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

Carried.

The current Noise By-law 2024-027 was recently amended and incorporated into the AMP By-law 2023-0085, March 19, 2024. Mr. Moran's request triggered a review of Section 2, clause (g) which states:

- (g) the noise caused by the erection, demolition, alteration or repair of a building or by the construction of earth-moving equipment working upon such site situated within 500 feet of an occupied dwelling house on any day, between the hours of 9:00 o'clock in the evening and 5:00 o'clock in the forenoon of the following day, excepting Sundays, when no such noise shall be created before the hour of 12:00 noon.

The current fine for contravening this section is \$125.00. A review of 10 neighboring municipalities found that they all have a very similar clause, however, start times ranged from 5:00 a.m. to 7:00 a.m. with two starting at 5:00 a.m., two starting at 6:00 a.m. and six starting at 7:00 and end times ranged from 7:00 p.m. to 10:00 p.m. with 4 at 7:00 p.m., 4 at 9:00 p.m. and 2 at 10:00 p.m.

As our construction period can be seasonal with hot summers and long winters, contractors like to take advantage of the daylight hours when possible or need be.

A review of the Noise By-law complaints related to construction noise over the past few years has been very minimal.

Should Council wish to amend the permitted time for construction noises within the Noise By-law an amended by-law can be brought back at a future meeting for passage.

Financial Impact:

None

Attachments:

Ambrose Moran Request Letter
Noise By-law 2024-027

Strategic Plan Alignment:

Protect and Enhance the Environment

In Consultation With:

Mike Gottschalk, By-law Enforcement Officer
Bob Angione, CAO/Clerk

Respectfully submitted by:

Travis Toms

Travis Toms
Chief Building Official

Members of Council Havelock Belmont Methuen

Current Noise Bylaw- Request For Amendment

Many of my neighbors in the area of FR 52 & 52A in North Kawartha were awakened about 5:30am one morning recently by the arrival at a waterfront launching site with concrete trucks, excavator and barging equipment being mobilized to barge transport concrete trucks across Sharpes Bay to a construction site at an island.

Understandably there was a strong reaction from the affected waterfront society and apparently some phone calls were made to North Kawartha staff regarding the unacceptable early morning commencement of construction noise.

I reviewed the North Kawartha Township Noise bylaw and was shocked that .if I read it right- which is a challenge ..that construction noise likely to disturb can commence **at 5 am**. A submission has been made to North Kawartha to amend their bylaw to allow commencement of construction activity/noise to 7am.

I have now review HBM Noise bylaw O24-O27 and also found that your bylaw permits construction activity/noise to commence at 5am.

- (g) the noise caused by the erection, demolition, alteration or repair of a building or by the construction of earth-moving equipment working upon such site situated within 500 feet of an occupied dwelling house on any day, between the hours of 9:00 o'clock in the evening and **5:00 o'clock in the forenoon of the following day**, excepting Sundays, when no such noise shall be created before the hour of 12:00 noon.

Allowing the commencement of construction activity at 5am is not credible. It is the equivalent of not having a noise bylaw as highly unlikely any construction crews would commence work earlier than 5am.

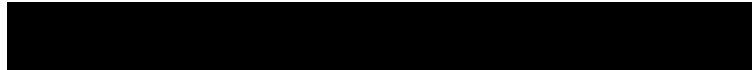
Having reviewed other lake country township noise bylaw, I am requesting that the in-effect Township noise bylaw be amended to change “commencement of construction noise likely to disturb” from 5am to 7am.

Please keep me informed about the Council response to this request so I can keep area ratepayers advised.



Ambrose Moran

Jack Lake



cc list NB-1

HBMLA

**Corporation of the
Township of Havelock-Belmont- Methuen**

By-law Number 2024-027

Being a By-Law to Prohibit or Regulate Noises Within the
Township of Havelock-Belmont-Methuen

WHEREAS Sections 9 and 129 of the Municipal Act, 2001, S.O. 2001, as amended, provides that the Councils of local municipalities may pass by-laws to prohibit and regulate with respect to noise, vibration, odour, dust, and outdoor illumination, including indoor lighting that can be seen outdoors.

NOW THEREFORE the Council of the Corporation of the Township of Havelock-Belmont-Methuen enacts as follows:

1. In this by-law:
 - (i) a **"dwelling house"** includes an apartment house, hotel or any other type of residence.
 - (ii) a **"person"** includes a corporation.
 - (iii) **AMP**, shall mean an Administrative Monetary Penalty System established by a designated by-law.

2. No person shall within the limits of the Corporation of the Township of Havelock- Belmont-Methuen make or permit any noise, vibration, odour, dust and outdoor illumination, including indoor lighting that can be seen outdoors, likely to disturb the inhabitants thereof.

3. Without limiting the generality of Section 2, the following noises or sounds shall be deemed to be noises likely to disturb the inhabitants of the Corporation:
 - (a) the noises or sound made or created by any radio, phonograph, public address system, sound equipment, loudspeaker, musical instrument, or other sound producing equipment, when the equipment is played or operated in such a manner that the sound or noise made or created thereby disturbs the peace, comfort, or repose of any person in a dwelling house.

 - (b) the noise or sound caused or made by an amplifier or loudspeaker carried in or attached to a motor vehicle being operated or standing on a public highway.

- (c) the sound made by an animal or bird under the care of an individual and/or individuals which disturbs the peace, comfort, or repose of any person in a dwelling house.
- (d) the noise or sound caused by the discharge into the open air of the exhaust from any steam engine, boiler or stationary internal combustion engine, otherwise than through a muffler or other device which effectively prevents unnecessary noise.
- (e) the wheel or tire noise caused by the deliberate and unnecessary acceleration, rapid turning or rapid braking of a motor vehicle.
- (t) the noise caused by the unnecessary racing of the motor of a standing motor vehicle.
- (g) the noise caused by the erection, demolition, alteration or repair of a building or by the construction of earth-moving equipment working upon such site situated within 500 feet of an occupied dwelling house on any day, between the hours of 9:00 o'clock in the evening and 5:00 o'clock in the forenoon of the following day, excepting Sundays, when no such noise shall be created before the hour of 12:00 noon.
- (h) the noise made by a power lawn mower within 100 feet of an occupied dwelling house on any day between the hours of 10:00 o'clock in the evening and 8:00 o'clock in the forenoon of the following day.

4. Restrictions:

This by-law shall not:

- (a) require light fixtures used in conjunction with commercial, industrial, institutional, agricultural or recreational uses to be turned off at any time the use is actually being conducted;
- (b) require an illuminated outdoor advertising sign, on the premises of a business, to be turned off at any time the business is open to the public; or
- (c) require light fixtures used to illuminate any area for emergency, security or public safety purposes to be turned off at any time the illumination is necessary for those purposes.

5. None of the provisions of this by-law shall apply to prevent:

- (a) any machines of husbandry, corn dryers or farm machinery, being used to put in crops or remove crops.
- (b) a parade or any of the traditional festive religious and other activities.
- (c) an outdoor hymn sing or caroling performance.
- (d) the sound of a church bell or chime.
- (e) the sound of a train whistle.
- (f) the noise caused by works done upon a site or highway when such work is undertaken by forces of the Corporation of the Township of Havelock-Belmont-Methuen, the County of Peterborough, Hydro One, or any other public utility, or any Contractor providing services on their behalf, within the Corporation.

6. Grant of Exceptions by Council:

Notwithstanding anything contained in this by-law, any person may make application to Council to be granted an exemption from any of the provisions of this by-law with respect to any sources of sound for which he/she might be prosecuted and Council, by resolution, may refuse to grant any exemption or may grant the exception applied for or any exemption of lesser effect and any exemption granted shall specify the time period, not in excess of 6 months, during which it is effective and may contain such terms and conditions as Council sees fit.

Breach by the applicant of any of the terms or conditions of any exemption shall render the exemption nil and void.

7. Each person and or Corporation who contravenes a provision of this By-law shall:

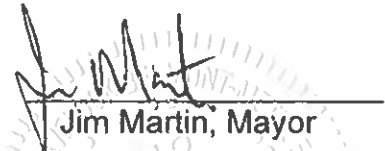
- a) When given a Penalty Notice in accordance with the Township of Havelock-Belmont-Methuen's Administrative Penalty By-law, be liable to the Township an Administrative Penalty in the amount specified by the Administrative Penalty By-law, Table 5, for each day or part of a day on which the contravention continues; or
- b) Upon conviction be liable to fines as provided for in the Provincial Offences Act, R.S.O 1990, c. P33, as amended."
- c) A person who contravenes this by-law may be subject to an accelerated penalty. If a secondary violation occurs within 30 days of a previous enforced violation, the penalty will be doubled the prescribed set fine. In the event, a third violation is committed within the 30 days from the original violation, the penalty will be double

that of the accelerated set fine. For continual or habitual violations, the penalty shall not exceed that of the third violation. Accelerated penalty fines will be permitted only if the violation occurs within the same geographical location.

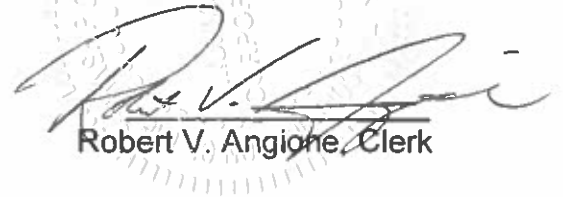
Repeal Section

- 8. That this By-law repeals By-law No. 2004-02.
- 9. That this by-law shall come into force and take effect immediately upon the passing thereof by the Council of the Corporation of the Township of Havelock-Belmont-Methuen.

Read a FIRST, SECOND and THIRD time and finally passed in open Council this 19th day of March, 2024.



Jim Martin, Mayor



Robert V. Angione, Clerk

CORPORATION OF THE
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

By-Law 2024-027

BEING A BY-LAW TO PROHIBIT OR REGULATE NOISES

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Set Fine (including costs)
1.	Making a noise likely to disturb the inhabitants	\$125.00
2.	While on a highway cause unnecessary noise from a motor vehicle by amplifier or speaker	\$125.00
3.	Having care of an animal or bird and permit it's continuous noise	\$125.00
4.	Permit unnecessary noise Combustion engine	\$125.00
5.	Unnecessary noise Squealing tires Motor vehicle	\$125.00
6.	Unnecessary noise racing motor of a standing motor vehicle	\$125.00
7.	Make noise from machinery or construction outside prescribed hours	\$125.00

8.

Make noise from a
power lawnmower
outside
prescribed hours

\$125.00

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Josh Storey, Supervisor of Parks, Recreation and Facilities
Meeting Date: March 18, 2025
Subject: Havelock Library Lower-Level Security Alarm

Purpose:

The purpose of this report is to provide council with information regarding the installation of a security alarm in the lower level of the Havelock Library.

Recommendation:

That staff proceed with the installation of the security alarm in the lower level of the Havelock Library in the amount of \$593.25 (tax included); and further

That the cost of the security alarm be funded from the Library - Building Repairs and Maintenance General Ledger Account.

Background:

At the February 4th, 2025 Council Meeting, Councillor Clement made a request for an alarm to be installed in the lower level of the Havelock Library where the Historical Society artifacts and memorabilia are currently located. At the meeting the following motion was passed;

R-051-25 Moved by Deputy Mayor Webb
 Seconded by Councillor Flagler

That staff are hereby directed to provide a report at a future Open Session Council Meeting regarding the installation of an alarm in the lower level of the Havelock Library, including details on where the cost of the alarm in the amount of \$593.25 (including taxes) will be funded from.

Carried.

Financial Impact:

The Financial Impact of this report is \$593.25 (including taxes) to be funded from the Library - Building Repairs and Maintenance General Ledger Account.

Strategic Plan:

Deliverables: Section 1.1.2

Customers: Section 5.4

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: Josh Storey Supervisor of Parks, Recreation and Facilities
Meeting Date: March 18, 2025
Subject: Ball Park Booth (Canteen) Contract

PURPOSE:

The purpose of this report is to seek Council's approval to award the Ball Park Booth (Canteen) Contract for the 2025 season.

RECOMMENDATION:

That Request for Quotation #PRF-2025-01 for the Ball Park Booth (Canteen) Operation 2025 Season be awarded to Tom and Danielle Moffatt in the amount of \$500.00.

BACKGROUND:

Staff have developed and advertised a Request for Quotation (RFQ) for the services to operate the ball park booth (canteen) for the 2025 season, located at 39 George St. East, Havelock.

The Request for Quotation (RFQ) was released February 10, 2025. The RFQ was posted to the Township website as well as Township Social Media accounts (Facebook and Instagram).

Quotations were received until March 5, 2025, at 11:00 a.m. local time and were opened in the Council Chamber.

In attendance for the opening were; Councillor – Beverly Flagler, CAO/Clerk – Bob Angione, Supervisor of Parks, Recreation & Facilities – Josh Storey and Deputy Treasurer – Kayla Spooner.

Township staff received (1) one submission from Tom and Danielle Moffatt in the amount of \$500.00 for the 2025 season.

FINANCIAL IMPACT:

Revenue of \$500.00 for the 2025 Ball Park Booth (Canteen) to be applied to the General Ledger Account - Rental – Parks 01-7710-4460.

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: March 18, 2025
Subject: Appointment of Weed Inspectors

Purpose:

The purpose of this report is to confirm the appointment of Bill Linnen, Jenna Humphrey, and Donnie Johnston as the area weed inspectors for the Township of Havelock-Belmont-Methuen.

Recommendation:

Whereas the Weed Control Act provides that the Council of every upper-tier and single-tier municipality shall by by-law appoint one or more persons as area weed inspectors to enforce this Act in the area within the council's jurisdiction; and

Whereas it is customary that the Township of Havelock-Belmont-Methuen appoints, as the municipal weed inspectors, the individuals that have been appointed as weed inspectors by the County of Peterborough;

Be It Resolved That Bill Linnen, Jenna Humphrey, and Donnie Johnston are hereby appointed as the area weed inspectors for the Township of Havelock-Belmont-Methuen; and further

That the requisite by-law be passed in the by-law section of this Open Session Council Meeting.

Background:

In Ontario there are twenty-five (25) weeds designated as noxious under the Weed Control Act. The four most frequently reported noxious weeds in Peterborough County are Giant Hogweed, Poison Ivy, Dog Strangling Vine, and Wild Parsnip. The complete list of noxious weeds as designated under the Weed Control Act can be viewed at the provincial government website located at the following website address:

<https://www.ontario.ca/page/noxious-weeds-ontario>

The County weed inspectors are responsible for investigating reports of noxious weeds present within the road allowance of any County or Township road, or reports of a noxious weed on any municipally-owned property. If a resident reported the presence of a noxious weed in 2024, a weed inspector will conduct an inspection of the location in 2025 to determine whether the noxious weed is present or there was a successful eradication.

The system for weed inspection relies heavily on the public to report the presence of noxious weeds. The County contractor is responsible for spraying a noxious weed within the road allowance or any municipally owned property. Noxious weeds on private property are to be maintained by the property owner. Property owners are responsible for controlling noxious weeds that are present on private property or on a private road allowance or Fire Route. The County weed inspectors can assist in the identification of noxious weeds on private property, but it is the responsibility of the land owner to control the noxious weed to prevent its spread.

Anyone wishing to report the presence of noxious weeds can complete the “Report an Issue” form on the County of Peterborough website at the following website address:

<https://forms.ptbocounty.ca/Report-an-Issue>

Residents may also phone the County of Peterborough at 705-743-0380 or 1-800-710-9586 or contact Customer Service at the HBM Municipal Office at 705-778-2308 for assistance.

If the weed you are concerned about on your property is not listed as a noxious weed in Ontario, it may be an invasive species. A species is considered invasive if it is not native to Ontario and is harming or likely to harm the natural environment. Invasive species are being monitored and various reporting tools are available to residents of Ontario to report any sightings of an invasive species. More information on invasive species in Ontario can be found at the provincial government website located at the following website address:

<https://www.ontario.ca/page/invasive-species-ontario>

Financial Impact:

Last year, \$6,012.18 was billed to the Township for noxious weed spraying. This item is included in the 2025 Public Works Department budget in the Contracts – Grass Cutting/Weed Spraying account.

Attachments:

None.

Strategic Plan Reference:

1.2.2 We strive for operational excellence with specific emphasis in County Relationship

Respectfully Submitted:

Bob Angione

Bob Angione
Chief Administrative Officer/Clerk



THE AUXILIARY TO
CAMPBELLFORD
MEMORIAL HOSPITAL

Havelock – Belmont- Methuen

P.O. Box 10

1 Ottawa St. E.,

Havelock, ON K0L 1Z0

March 3, 2025

RECEIVED MAR 10 2025

To the Council of Havelock-Belmont-Methuen:

As in previous years, we would like to ask permission to hold our Annual Tag Day in Havelock on Friday, May 16, 2025.

Tag Day is a very successful fundraiser for the Auxiliary yearly. The money raised will be used to purchase new equipment for the hospital.

We would appreciate receiving permission for the above date and anticipate your continued support of this venue.

Thanking you in advance.

A handwritten signature in cursive script that reads "Jill Stewart".

Jill Stewart

Tag Day Convenor

705 653-8410

P.O. Box 501

Campbellford ON K0L 1L0

Jillst68@gmail.com

Mission Statement

Auxiliary members are dedicated men and women who raise funds through community support to enhance patient care at Campbellford Memorial Hospital

705-768-4895 or 705-778-7896



bmhhistorical@gmail.com

Havelock, Ontario

February 21, 2025

Members of Council
The Township of Havelock-Belmont-Methuen
1 Ottawa St. E., PO Box 10
Havelock, ON
K0L 1Z0

Attention: Bob Angione, CAO

I've been asked by our membership to seek direction from you and our Township Council regarding the Historical Society's future. While we appreciate the opportunity to have exclusive use of the lower level of the library until July 15th for cataloguing our artifacts and materials, we do have goals and objectives beyond this. As you know, we regularly reach out to local schools and arrange presentations for the students. Our volunteers are also eager to participate in local events and have begun discussing fundraisers we could plan for the upcoming summer season. Being without a permanent home, with the possibility of another move hanging over us, makes planning these things very difficult. We also have future goals for which we would like to apply for grant funding. It is impossible right now for us to properly assess our needs and be in a position to proceed with this.

It has come to our attention that an improvement to the security system in the library basement has been a matter of discussion at a recent council meeting. We welcome this idea and would be interested to know more about it and when the installation will take place.

At another recent meeting, the statement was made that the township aims to establish a Medical Centre with full-time doctors stationed in the township. We are concerned what this means regarding the idea of medical services replacing us here in the library building. We are hoping that Council can provide more information and perhaps the assurance that we finally have a permanent home here.

We are asking a lot from our volunteers right now. Council may be interested to know that the Historical Society's 2025 roster to date is 22 paid up members. They have willingly taken on a huge unexpected trove of IOOF regalia and memorabilia, as well as putting in many hours of labour clearing space so that we can continue the extensive work on our inventory. We would like to get the best use from these valuable volunteer hours and also make sure that our members enjoy this association and decide to remain with us.

Our next public meeting is scheduled for March 12th. We would be very happy to have a response from Council to present to our members at that time.

Thank you for your consideration.

Marg Harris, Secretary
Belmont Methuen and Havelock Historical Society



Havelock Belmont Br # 389
8 Ottawa St. P.O. Box 309
Havelock ON K0L 1Z0
PH # 705-778-3728
e-mail - rclegionbr389@gmail.com

January 27, 2025

Re: "Drug Safety" initiative

Dear Community Partner,

Royal Canadian Legion, Havelock Belmont Br #389, in partnership with Community Safety Net, will distribute the "Drug Safety - Smart Choices for **LIFE**" family resources to educate and protect our young people.

Parental intervention and education are fundamental to preventing drug use. Havelock Belmont Br #389 believes the "Drug Safety" book and 5 videos will provide young people in H-B-M Township with a blueprint to resist peer pressure and remain drug-free. As well, this resource gives parents tools to reduce the risk of their children becoming drug users. For more details, please contact Office Manager Judy Faragher at 705-778-3728.

To partner in this safety initiative please liaise with Sr. Safety Advisor Chuck Venhuizen at 1-800-326-1877. Cheques are mailed to:

Community Safety Net
Havelock Project,
1261 Main St., Winnipeg, MB R2W 5G9

Sincerely,

Sandy Peters, President
Royal Canadian Legion, Havelock Belmont Br # 389

~Royal Canadian Legion, Havelock-Belmont Br. 389 Drug Safety Project~

FACILITATORS & CONTEXT

Youth Education Chair Deb Follett and other Branch Volunteers will provide students with their 'Drug Safety' resource this school year

WHO BENEFITS

Havelock-Belmont-Methuen children ages 11 to 14 years attending

Havelock-Belmont Public School

HAVELOCK-BELMONT-METHUEN 'PARTNERS IN SAFETY OPTIONS'

Partners receive: a certificate, a poster and recognition, both on the Havelock-Belmont-Methuen Safety App and in ALL ~175 Havelock-Belmont-Methuen safety resources. The investment is \$16.00 + 13% tax per child

Partners Title	# Kids	Investment	Recognition under title
SCHOOL PARTNERS	100	\$1,600 +tax	logo + full colour page + <Partner Name>
	80	\$1,280 +tax	logo + black and white page + <Partner Name>
Partners Title	# kids	Investment	Recognition under title
MULTI-CLASS PARTNER	60	\$960 +tax	b&w logo + <Partner Name>
Partners Title	# kids	Investment	Recognition under title
CLASS PARTNERS	45	\$720 +tax	<Partner Name>
	30	\$480 +tax	<Partner Name>
Partners Title	# kids	Investment	Recognition under title
2/3rds CLASS PARTNERS	25	\$400 +tax	<Partner Name>
	20	\$320 +tax	<Partner Name>
Partners Title	# kids	Investment	Recognition under title
1/2 CLASS PARTNER	15	\$240 +tax	<Partner Name>
Partners Title	# kids	Investment	Recognition under title
1/3rd CLASS PARTNERS	13	\$200 +tax	<Partner Name>
	10	\$160 +tax	<Partner Name>
Partners Title	# kids	Investment	Recognition under title
SUPPORTING PARTNER	6	\$100 +tax	<Partner Name>

To support the Royal Canadian Legion, Havelock-Belmont Br. 389 Drug Safety project please contact Chuck Venhuizen at 1-800-326-1877 or chuck@venhuizen.ca or complete the box below & email or fax it to me (1-800-588-3840)

Your Havelock-Belmont-Methuen Partnership in Safety

Your Invest.: \$ _____ (+tax) Name: _____ Ph: _____

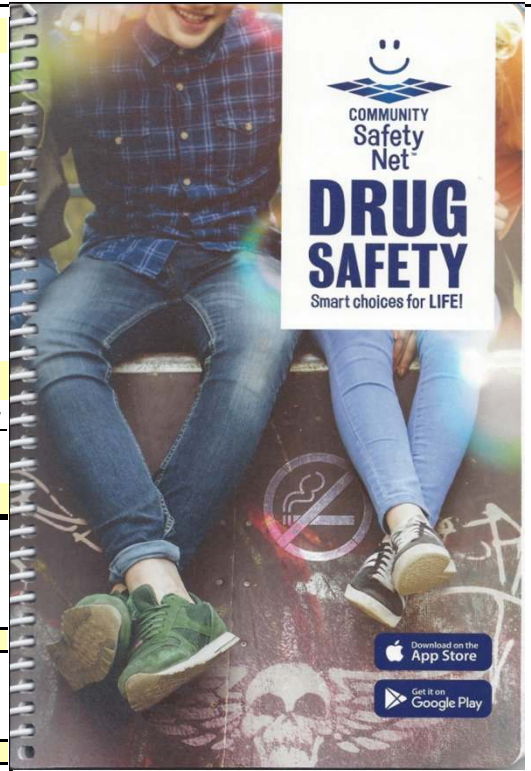
Bus./Org: _____ P.Code: _____

C.P. Addr, City, Prov: _____

Payment options (X): 1. e-Transfer () 2. VISA/MC () 3. Cheque to 'Community Safety Net' ()

Card Number: _____ - _____ - _____ - _____ Exp. Date: ____ / ____

CVC: _____ Cardholder Name: _____



From: Erinne Stevens | Peterborough CHC <Erinne.Stevens@ptbochc.ca>

Sent: Wednesday, March 5, 2025 11:13 AM

To: havbelmet <havbelmet@hbmtwp.ca>

Subject: Rural Primary Health Care

Dear Mayor and Council of Havelock-Belmont-Methuen,

I am a nurse practitioner working in a dual role with the Peterborough Community Health Centre (PCHC) and Trent/Fleming School of Nursing (TFSON). I am reaching out today to inform you of an exciting collaboration between these two organizations which may be of interest to your township. The collaboration between the PCHC and TFSON hopes to provide primary health care to rural communities while also providing experiential learning opportunities for nursing students. At this point in time there is a great deal of flexibility around what that might look like, but some initial ideas include utilizing a space such as a health HUB or community centre where the team could set up and provide care 1 day every other week, or half a day weekly. The team would consist of myself and 4-5 nursing students. Individual's seen through the outreach program who do not have a primary care provider would have the option to register with the CHC and continue to be followed by them.

As you know, Havelock-Belmont-Methuen has a large number of residents who are not connected to a primary care provider and we're wondering if this is something that your township might be interested in. We are approaching a small number of locations at this point in time and are asking that if you are interested to please put together a small proposal for us. Some ideas you might include are a location where we would be able to set up and if the township can offer any additional support (such as funding for snacks/water at the location, administrative support, cleaning services, etc.).

As I mentioned before we have some flexibility at this point and are open to ideas you have around this project.

I look forward to hearing from you,

Sincerely,

Erinne Stevens (She/Her), MN, Nurse Practitioner

P: 705 400 8480

F: 705 400 8490

erinne.stevens@ptbochc.ca

Peterborough Community Health Centre

360 George St. N., Unit 64

Nogojivanong-Peterborough, ON K9H 2H6

March 6th, 2025

Mr. Travis Toms
Chief Building Official, By-Law Enforcement Officer
Township of Havelock-Belmont-Methuen

c/o Mr. Matthew Z. Philip, Senior Project Lead
Unity Design Studios
138 Simcoe Street, Peterborough, ON, K9H 2H5

RE: Old Town Hall, 1 Mathison Street West, Havelock ON

Dear Ms. Philip,

This letter pertains to our Building Envelope & Roof Condition Assessment report dated February 18th, 2025, and provides clarification regarding the continued use of the facility at Old Town Hall, 1 Mathison Street West, Havelock ON.

Structural engineer by Canadian Sound Structures Inc. (CSS) has identified visual structural defects as outlined in their report, dated February 4th, 2025. Page 13 of the CSS report summarizes that there are no indications (visually) that the building will not continue to perform well into the future, provided that required repairs as outlined in CSS report are made and remediated.

Therefore, the use of this facility in its current condition shall be temporarily ceased, blocked off to the public, and deemed unsafe until such structural remediation, as outlined in the CSS report, is fully implemented, verified, and deemed compliant with applicable safety and building standards.

Additionally, it is highly recommended that further structural assessments be performed if the client intends in pursuing retrofits, updates, or upgrades to the building as per item 1.15, Budget Table – 1 of our above noted report, dated February 18th, 2025.

Trusting the foregoing adequately addresses your requirements. Please contact us for further information as you may need.

Sincerely,

Marashi

Bob T. Marashi, P. Eng., BSS, Principal, CEO
Building Science Specialist (BSS) by Building Science Specialist Board of Canada (BSSB)
Accent Building Sciences Inc. (ABSI)



ORDER PROHIBITING USE OR OCCUPANCY OF UNSAFE BUILDING

Order Number
2025-001

Date Order Issued
MARCH 7, 2025

Name of Principal Authority / Registered Code Agency Telephone Number BCIN
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

Address
1 OTTAWA ST E HAVELOCK ON K0L 1Z0

Date of Inspection Time of Inspection
MARCH 6, 2025

Address to which order applies
1 MATHISON STREET WEST, HAVELOCK ONTARIO

- ORDER ISSUED TO** (name / address of owner, persons apparently in possession of building, and other persons affected as determined by Chief Building Official)
1. **TOWNSHIP OF HAVELOCK-BELMONT-METHUEN - TOWN HALL**
 - 2.
 - 3.
 - 4.

The action required in the Order to Remedy Unsafe Building, numbered **2025-01**, issued on **March 7, 2025** with respect to the above-referenced building has not been complied with within the time specified in it (or, where no time was specified, within a reasonable time). You are hereby ordered that use or occupancy immediately cease as specified below.

<p style="text-align: center;">ALL OCCUPANCY <input checked="" type="checkbox"/></p> <p style="text-align: center;">PARTIAL OCCUPANCY <input type="checkbox"/> (specify)</p> <p>Prohibit occupancy of entire structure as per Accent Building Sciences letter March 6, 2025.</p> <p>FENCE OFF PERIMETER OF SITE TO PROHIBIT ACCESS</p>	<p style="text-align: center;">ALL USE <input checked="" type="checkbox"/></p> <p style="text-align: center;">PARTIAL USE <input type="checkbox"/> (specify)</p>
--	--

ORDER ISSUED BY

Name: TRAVIS TOMS, CHIEF BUILDING OFFICIAL	BCIN: 37390
Signature	Telephone Number: 705-778-2308
Contact name	Contact Telephone Number

- PENALTIES ARE PROVIDED FOR VIOLATION OF THE BUILDING CODE ACT AND BUILDING CODE**
- If an order of an inspector under subsection 15.9 (4) (order to remedy unsafe building) is not complied with within the time specified in it or where no time is specified, within a reasonable time the Chief Building Official may by order prohibit the use or occupancy of the building and may cause the building to be renovated, repaired or demolished to remove the unsafe condition or take such other action as he or she considers necessary for the protection of the public. For this purpose, the Chief Building Official, an inspector and their agents may enter upon land and into buildings at any reasonable time without a warrant. *Subsections 15.9 (6) and 15.9 (7)*
 - If the building is in a municipality, the municipality shall have a lien on the land for the amount spent on the renovation, repair or demolition or other action under clause 15.9 (6) (b) and the amount shall have priority lien status as described in section 1 of the *Municipal Act, 2001 Subsection 15.9 (10)* (But see subsection 15.9 (11) where building is in territory without municipality organization.)
 - It is illegal to obstruct the visibility of a posted order. It is also illegal to remove a posted order unless authorized by an inspector or Registered Code Agency. *Section 20*
 - Failure to comply with this order is an offence which could result in a fine. *Section 36*

The personal information on this order was collected pursuant to the *Building Code Act, 1992* and forms part of a public record open to inspection by any person upon request at the office of the clerk during normal office hours. See the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56, s. 14 (1) (c)*

A COPY OF THIS ORDER SHALL BE POSTED ON THE SITE OF THE BUILDING

Original – RECIPIENT OF ORDER Copy – PRINCIPAL AUTHORITY Copy – CHIEF BUILDING OFFICIAL Card Copy – FIELD

ORDER TO REMEDY UNSAFE BUILDING

Order Number
2025-01

Issue Date
MARCH 7, 2025

Name of Principal Authority **TOWNSHIP OF HAVELOCK-BELMONT-METHUEN** Telephone Number _____ BCIN _____

Address **1 OTTAWA ST E, HAVELOCK ON K0L 1Z0**

Date of Inspection **MARCH 6, 2025** Time of Inspection _____

Address to which order applies **1 MATHISON ST W, HAVELOCK ON K0L 1Z0**

ORDER ISSUED TO (name / address of owner, persons apparently in possession of building, and other persons affected as determined by Chief Building Official)

1. **TOWNSHIP OF HAVELOCK-BELMONT-METHUEN- TOWN HALL**
2. _____
3. _____
4. _____

The inspection carried out on or about the date indicated above found that an unsafe condition, as defined in subsection 15.9 (2) and (3) of the Building Code Act, 1992, exists at the above-noted location by reason of the following:

Description of Unsafe Condition	Location	Section Reference
See letter as per Accent Building Sciences STRUCTURE DEEMED UNSAFE.	1 Mathison Street West ENTIRE STRUCTURE	15.9

Required remedial steps - You are hereby ordered to take the remedial steps set out below to render the building safe on or before

**ADDRESS CONCERNS AS PER LETTER IMMEDIATELY
 FENCE OF PERIMETER OF SITE TO PROHIBIT ACCESS**

CONTINUED ON SCHEDULE 'A' ATTACHED

ORDER ISSUED BY

Name TRAVIS TOMS	BCIN 37390
Signature 	Telephone Number 705-778-2308
Contact Name _____	Contact Telephone Number _____

PENALTIES ARE PROVIDED FOR VIOLATION OF THE BUILDING CODE ACT AND BUILDING CODE

- If an order of an inspector under subsection 15.9 (4) is not complied with within the time specified in it, or where no time is specified, within a reasonable time, the Chief Building Official may by order prohibit the use or occupancy of the building and may cause the building to be renovated, repaired or demolished to remove the unsafe condition or take such other action as he or she considers necessary for the protection of the public. *Subsection 15.9 (6)*
- If the building is in a municipality, the municipality shall have a lien on the land for the amount spent on the renovation, repair or demolition or other action under clause 15.9 (6) (b) and the amount shall have priority lien status as described in section 1 of the *Municipal Act, 2001*. *Subsection 15.9 (10)*. (But see subsection 15.9 (11) where building is in territory without municipality organization.)
- It is illegal to obstruct the visibility of a posted order. It is also illegal to remove a posted order unless authorized by an inspector or Registered Code Agency. *Section 20*
- Failure to comply with this order is an offence which could result in a fine. *Section 36*.

The personal information on this order was collected pursuant to the *Building Code Act, 1992* and forms part of a public record open to inspection by any person upon request at the office of the clerk during normal office hours. See the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56, s. 14 (1) (c).

A COPY OF THIS ORDER MAY BE POSTED ON THE SITE OF THE BUILDING

Original - RECIPIENT OF ORDER Copy - PRINCIPAL AUTHORITY Copy - INSPECTOR Card Copy - FIELD



MEDIA RELEASE

FOR IMMEDIATE RELEASE

Tuesday March 4th, 2025, Peterborough

Smoke-Free Enforcement at Local Arenas

Residents Reminded No Smoking or Vaping on Rec Centre Property

Under the Smoke-Free Ontario Act (SFOA), it is illegal to smoke or vape on the property or within 20 metres of all community recreation facilities, such as arenas, in Ontario. While this law has been unchanged since 2018, community members often benefit from periodic reminders. In January, Peterborough Public Health (PPH) shared [a letter](#) with all municipal recreation managers to be sent to all facilities' user groups regarding SFOA legislation and resources.

Additionally, over the past four weeks, Tobacco Enforcement Officers (TEOs) from PPH have visited 14 community recreation facilities within the region. In that time, TEOs have engaged in 40 educational conversations and given 22 warnings. As part of a progressive enforcement campaign, the TEOs will be escalating to issuing tickets immediately. So far, one ticket has been issued for smoking at a local arena this year. Under the SFOA, the fine for a first offence of smoking or vaping on arena property is \$305. TEOs have observed that while overall compliance remains high, there has been an increase in the number of people vaping instead of smoking cigarettes compared to previous years. It's important for the public to understand that both smoking and vaping are prohibited.

Smoke- and vape-free spaces offer many benefits to individuals and the community. The vast majority (about 90%) of Ontarians do not smoke, yet secondhand smoke or vapour can put everyone at risk. Secondhand vapour contains several heavy metals and ultrafine particles that are dangerous to inhale, and there is no safe level of exposure to second-hand smoke or vapour. Smoke- and vape-free spaces also support social norms to prevent smoking and vaping; youth, are particularly susceptible to thinking of smoking as "normal", acceptable behaviour when they are exposed to it often and in various settings. Among those who do smoke, nearly half report wanting to quit; smoke-free spaces have been shown to help people with their quit attempts.

Ontario Health Units take a progressive enforcement approach to the SFOA starting with warnings and then progressing to charges if the behaviour is not corrected. In 2024, one charge and 24 warnings were issued for violations under the SFOA at beaches, parks, and the hospital property. Residents can report smoking or vaping violations by calling 705-743-1000 or online at www.peterboroughpublichealth.ca/report-secondhand-smoke-vapour.

Further details on the SFOA and benefits of smoke-free spaces can be found at www.peterboroughpublichealth.ca/sfoa.

-30-

For further information, please contact:

Media Relations

media@peterboroughpublichealth.ca

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: March 18, 2025
Subject: Councillor Activity Report

Purpose:

The purpose of this report is to provide a summary of Council Member activities including Committee Liaison meetings.

Recommendation:

That the report of the Chief Administrative Officer/Clerk providing a summary of Council Member activities including Committee Liaison meetings be received for information.

Background:

The summary of Council activities including Committee Liaison meetings is as follows and reflects submissions received:

Hart Webb, Deputy Mayor

1. Economic Development Committee – Meeting Minutes – November 25, 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



ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES

Date: November 25, 2024

Time: 3:30 p.m.

Place: Council Chamber

Attendees: Deputy Mayor Hart Webb (Chair), Councillor Bev Flagler, B.J. Hay, Dave Sharpe, Jill Hutcheon, Shari Gottschalk (Economic Development Officer and Secretary)

Regrets: Elmer Buchanan, Dave Sharpe, Richard Wood

Call to Order: 3:35 pm

An open Regular Meeting of the Economic Development Committee for the Township of Havelock-Belmont-Methuen took place on November 25, 2024 and commenced at 3:35 p.m. and held in the Council Chambers.

Minutes of Economic Development Committee Meetings

- September 23, 2024
- A motion was put forward to accept the minutes from the September 23, 2024, committee meeting.
Moved by BJ Hay
Seconded by J.J. Hudson
Carried.

Delegations and Presentations:

None

NEW BUSINESS:

1. George Street Reconstruction

- Hart shared an update in terms of the project resuming work in the spring of 2025. We discussed the aesthetics of George St from Quebec St to the post office east of Oak St and the importance of first impression.
- BJ underlined need to have overhead wires relocated underground. JJ echoed BJ's comments stressing reconstruction project is a once in a 100-year initiative and suggested project scope be expanded to include removal of overhead wires and if possible hydro poles.
- BJ and JJ are happy to attend a future Council meeting as a delegation to stress this point in person.
- A motion was put forward to include Downtown Revitalization and removing overhead wires on the upcoming Special Budget Council meeting agenda.
Moved by BJ Hay
Seconded by J.J. Hudson
Carried.

2. OPP Town Hall

- The OPP Town Hall will be held at the Havelock Seniors Centre Hall on Tues Nov 26th @ 5:30 pm and committee members are encouraged to attend if available.

- Ptbo County OPP Commander Chris Galeazza and community policing representatives will be outlining strategies to address the primary concerns raised by local businesses.
- There was discussion surrounding Ptbo Public Housing placing people into public housing units in Havelock who need addiction counselling, mental health support, and more services that are not readily available in Havelock.

3. Strategic Plan Update

- Council approved the Strategic Plan as prepared by Praxis Consulting and presented by CAO Bob Angione.
- Hart shared that he really likes the one-page the 2025 – 2028 Strategy Map in terms of it distilling down mission, vision, values, strategic imperatives, and departmental goals.
- Hart confirmed Council concurred with the committee’s recommendation to review Strategic Plan annually, which was taken one step further in that it will be tied to the annual Budget submission exercise.
- Hart and Shari believe the new Strategic Plan will be introduced to staffing and HBM Township residents in Q1 2025, however Bob Angione did not outline that in his Report to Council. An update will be provided at next committee meeting.

4. PKED Dissolution Update

- Mayor Jim Martin is the Chair of the Ptbo County EcDev & Tourism Advisory Committee, which CAO Bob Angione and Shari also sit on.
- Ptbo County has made excellent progress in standing up EcDev and Tourism departments hiring Tracie Bertrand as Tourism GM and Rhonda Keenan as the EcDev GM with Sara Budd reporting to Rhonda as the Community Development Manager.
- The Ptbo County EcDev & Tourism Advisory Committee will be ongoing such that each Township will have an EDO (Economic Development Officer) or representative providing input to help shape rural EcDev initiatives and policy.

5. Service Group Signage Update

- 4 gateway Service Group signs have been produced and will be delivered to 6th Line garage. Public Works department has agreed to install the four signs.
- They will also assess the sturdiness and maintenance of the 6” x 6” wooden posts and support 2” x 4”s. There may be need to replace posts, which will impact installation given frost in the ground.



OTHER BUSINESS:

1. Economic Development Committee Term (2025-2027)

- Shari confirmed that Richard Wood was the only committee member who had filled three consecutive terms and is no longer eligible to apply for another term.
- Jill shared that she has chosen not to apply for another term and will be focusing on personal travel and family but expressed her appreciation for the committee's efforts.
- Hart expressed his gratitude to Jill and Richard for their contributions to the committee and Township.

2. Downtown Revitalization Training (OMAFRA)

- Shari has been in touch with Carolyn Puterborough to advance the township's desire to apply for funding support under the Downtown Revitalization grant with a 30/70 commitment.
- This grant will cover decorative lighting, benches, planters, and signage. The grant application opening will be announced at the ROMA conference.

3. King Charles' Picture (Council Chamber)

- Jill raised a question about replacement of the Queens photo. Shari confirmed Bob Angione had requested King Charles photo many months earlier and recently sent an email to MP Ferreri's office seeking support.

4. Turning Lane by Kawartha Ethanol

- BJ raised concern about vehicles, large and small, turning off Hwy#7 into Kawartha Ethanol. He's personally experienced near-miss accidents. Hart explained that that section of the roadway is MTO controlled, and he could raise concern directly with Daryl Drain or with MTO. Hart will discuss the matter with Peter Lauesen, our Public Works Supervisor to see if he has any other suggestions.

5. New Outdoor Sports Field

- Hart shared that we have applied for government funding to install a double baseball field with tennis and pickleball courts. It would be located off Mary Street south of Old Norwood Road.
- Havelock Express Softball team announced they will be introducing Girls Softball league and increased demands underlines the need for greater capacity.
- Bill and JJ explained that the softball league often uses the Havelock-Belmont Public School's baseball field, however it requires improvements in the meantime. Previously, Drain Bros leveled the field, but it could use further resurfacing/leveling work.

Correspondence:

None

Adjournment:

A Motion was raised to adjourn the meeting at 4:47 pm.

Moved by BJ Hay

Seconded by Jill Hutcheon

Carried.

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: March 18, 2025
Subject: Other Business Items

Purpose:

The purpose of this report is to provide a summary of Other Business items identified by Members of Council and not listed earlier on this meeting's agenda.

Recommendation:

That the report of the Chief Administrative Officer/Clerk providing a summary of Other Business items identified by Members of Council be received for information; and further

That any items requiring follow-up action be considered through an appropriate resolution of Council.

Background:

1. Jerry Doherty, Councillor
Re: Questions for MPP Smith During Delegation
2. Beverley Flagler, Councillor
Re: Tax Rate Increase To Be Set at 4.9%

Financial Impact:

None.

Strategic Plan Reference:

Transparency: We communicate openly with those whom we serve.

- 1.3 Governance Excellence.
 - 1.3.2 Internal and external communication.

Respectfully Submitted:

Bob Angione

Bob Angione,
Chief Administrative Officer/Clerk

**THE CORPORATION of the
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN
P.O. Box 10, 1 Ottawa Street East
Havelock, ON K0L 1Z0**

**FORM 1
THE PLANNING ACT, R.S.O., 1990, as amended**

**NOTICE OF PASSING
OF A ZONING BY-LAW
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

TAKE NOTICE that the Council of the Corporation of the Township of Havelock-Belmont-Methuen passed By-law No. 2025-017 on the 18th day of March 2025 under Section 34 of the Planning Act, R.S.O., 1990.

AND TAKE NOTICE that an appeal to the Ontario Land Tribunal in respect to all or part of this Zoning By-law may be made by filing a notice of appeal with the Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service> by selecting Havelock-Belmont-Methuen, Township of, as the Approval Authority or by mail 1 Ottawa Street East, P.O. Box 10, Havelock, ON K0L 1Z0, no later than 4:30 p.m. on April 7th, 2025. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day. The appeal fee of \$1,100 can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario.

If you wish to appeal to the Ontario Land Tribunal (OLT) or request a fee reduction for an appeal, forms are available from the OLT website at www.olt.gov.on.ca. If the e-file portal is down, you can submit your appeal to bangione@hbmtwp.ca.

Prior to the passing of the By-law, Council received no oral and/or written submissions which resulted in revisions to the By-law.

No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

The land which is subject of this Zoning By-law Amendment Application is currently subject to Consent Applications B-139-22A and B-140-22A under The *Planning Act*.

An explanation of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a Key Map showing the location of the lands to which the By-law applies are attached. The complete By-law is available for inspection in the municipal office during regular office hours.

Dated at the Township of Havelock-Belmont-Methuen this 18th day of March 2025.

Mr. Robert Angione, M.P.A., B.Admin
Municipal Clerk
Township of Havelock-Belmont-Methuen
P.O. Box 10, 1 Ottawa Street East
Havelock, ON K0L 1Z0
(705) 778-2308
(705) 778-5248 (fax)

EXPLANATORY NOTE

1. By-law No. 2025-017 has the following purpose and effect.

The Township of Havelock-Belmont-Methuen is in receipt of an application for a Zoning By-law Amendment to change the zoning of certain lands being located in Part Lot 31, Concession 10, located on Shady Lane with no municipal address, Assessment Roll No. 1531-010-007-66700.

The subject lands are currently zoned 'Rural (RU)'.

The application proposes to rezone the subject lands to 'Special District 293 (S.D. 293) Zone' and 'Special District 294 (S.D. 294) Zone' introducing site specific regulations to facilitate the creation of two (2) new lots, one with reduced frontage and one with reduced lot area.

2. A key map showing the location of the lands to which By-law No. 2025-017 applies is provided below.



(Tucker)

**THE CORPORATION OF THE
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

BY-LAW NO. 2025-017

BEING A BY-LAW TO AMEND BY-LAW NO. 1995-42, AS AMENDED, OTHERWISE KNOWN AS THE "THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN COMPREHENSIVE ZONING BY-LAW".

WHEREAS the Corporation of the Township of Havelock-Belmont-Methuen is in receipt of an application to amend By-law No. 1995-42, as amended.

AND WHEREAS the Council of the Corporation of the Township of Havelock-Belmont-Methuen reviewed the rezoning application and now deems it advisable to further amend By-law No. 1995-42, as amended.

NOW THEREFORE, the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

- "1. That Schedule 'A2' of By-law No. 1995-42, as amended, is hereby further amended by changing the zone category of certain lands located in Part Lot 31, Concession 10, located on Shady Lane in the Township of Havelock-Belmont-Methuen from the 'Rural (RU) Zone' to the 'Special District 293 (S.D. 293) Zone' and 'Special District 294 (S.D. 294) Zone' as illustrated on Schedule 'A' attached hereto and forming part of this by-law.
2. That Section 4.46 (Special Districts) of By-law No. 1995-42, as amended, is hereby further amended with the addition of a new sub-section, namely 4.46.293 and 4.46.294, which shall read as follows:

4.46.293 Special District 293 (S.D. 293)

No person shall within any 'Special District 293 (S.D. 293) Zone' use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

4.46.293.1 Special Provisions

All provisions and regulations of Section 6 of By-law No. 1995-42, as amended, as they apply to the Rural (RU) Zone; shall also apply to any 'Special District 293 (S.D. 293) Zone' with the following exceptions:

- a) Minimum Lot Frontage: 25.4 metres (83.3 feet)

4.46.294 Special District 294 (S.D. 294)

No person shall within any 'Special District 294 (S.D. 294) Zone' use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

4.46.294.1 Special Provisions

All provisions and regulations of Section 6 of By-law No. 1995-42, as amended, as they apply to the Rural (RU) Zone; shall also apply to any 'Special District 294 (S.D. 294) Zone' with the following exceptions:

- a) Minimum Lot Area: 2913 square metres (0.72 acres)

If no notice of objection is filed with the Municipal Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Municipal Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.

Read a **FIRST, SECOND, and THIRD TIME** and **FINALLY** passed this 18th day of March 2025 and given By-law No. 2025-017.

Jim Martin, Mayor

Robert V. Angione, Clerk



THIS IS SCHEDULE "A" TO BY-LAW
 NO. _____ PASSED THIS DAY
 OF _____, 2025.

SIGNATURES OF SIGNED
 OFFICERS:

_____ MAYOR
 _____ CLERK

TOWNSHIP OF
 Havelock-Belmont-Methuen

**THE CORPORATION of the
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN
P.O. Box 10, 1 Ottawa Street East
Havelock, ON K0L 1Z0**

**FORM 1
THE PLANNING ACT, R.S.O., 1990, as amended**

**NOTICE OF PASSING
OF A ZONING BY-LAW
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

TAKE NOTICE that the Council of the Corporation of the Township of Havelock-Belmont-Methuen passed By-law No. 2025-018 on the 18th day of March 2025 under Section 34 of the Planning Act, R.S.O., 1990.

AND TAKE NOTICE that an appeal to the Ontario Land Tribunal in respect to all or part of this Zoning By-law may be made by filing a notice of appeal with the Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service> by selecting Havelock-Belmont-Methuen, Township of, as the Approval Authority or by mail 1 Ottawa Street East, P.O. Box 10, Havelock, ON K0L 1Z0, no later than 4:30 p.m. on April 7th, 2025. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day. The appeal fee of \$1,100 can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario.

If you wish to appeal to the Ontario Land Tribunal (OLT) or request a fee reduction for an appeal, forms are available from the OLT website at www.olt.gov.on.ca. If the e-file portal is down, you can submit your appeal to bangione@hbmtwp.ca.

Prior to the passing of the By-law, Council received no oral and/or written submissions which resulted in revisions to the By-law.

No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

The land which is subject of this Zoning By-law Amendment Application is currently subject to Consent Application B-38-23 under The *Planning Act*.

An explanation of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a Key Map showing the location of the lands to which the By-law applies are attached. The complete By-law is available for inspection in the municipal office during regular office hours.

Dated at the Township of Havelock-Belmont-Methuen this 18th day of March 2025.

Mr. Robert Angione, M.P.A., B.Admin
Municipal Clerk
Township of Havelock-Belmont-Methuen
P.O. Box 10, 1 Ottawa Street East
Havelock, ON K0L 1Z0
(705) 778-2308
(705) 778-5248 (fax)

EXPLANATORY NOTE

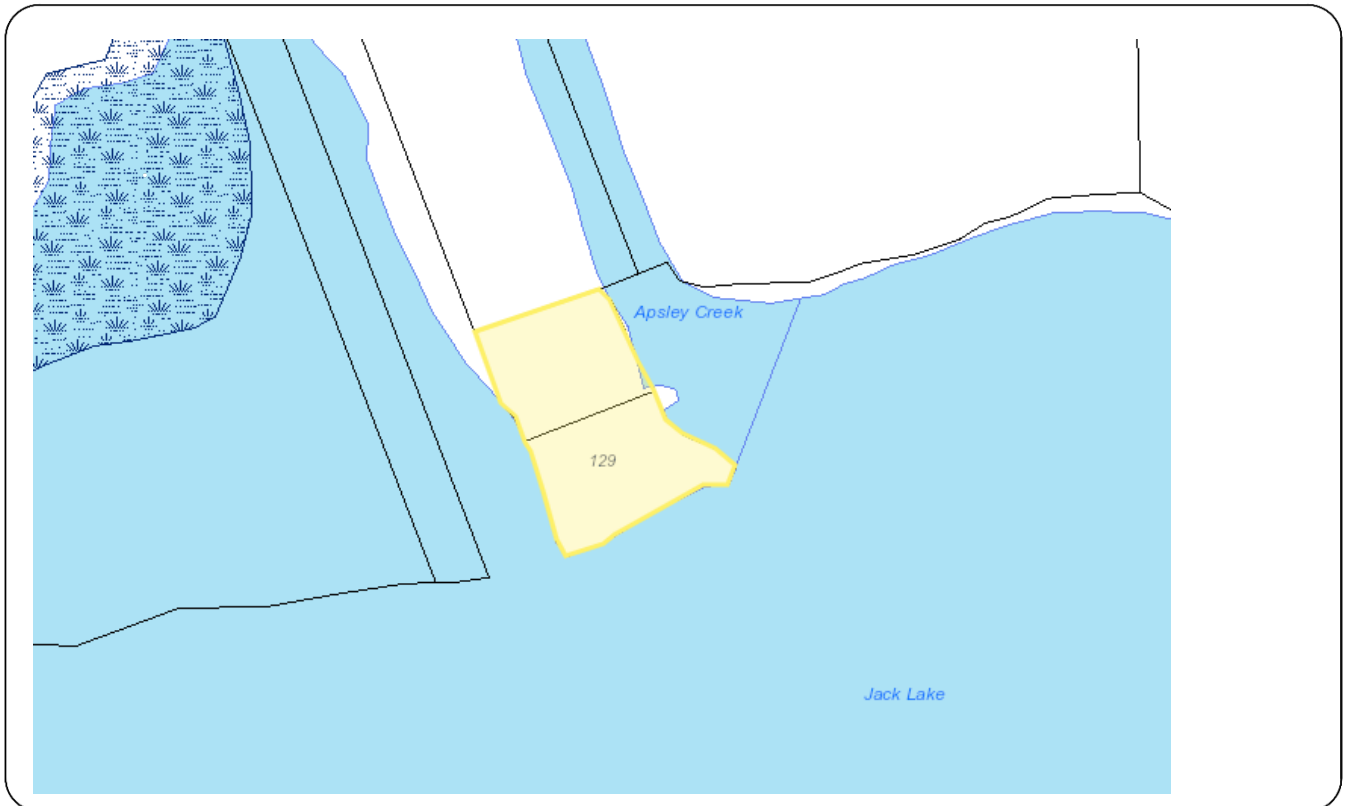
1. By-law No. 2025-018 has the following purpose and effect.

The Township of Havelock-Belmont-Methuen is in receipt of an application for a Zoning By-law Amendment to change the zoning of certain lands being located in Part Lot 30, Concession 10, having municipal address of 119 Shady Lane and 129 Shady Lane, Assessment Roll No. 1531-010-007-66601 and 1531-010-007-66615.

The subject lands are currently zoned 'Seasonal Residential (SR) Zone' and 'Special District 100 (S.D. 100) Zone'.

The application proposes to rezone the subject lands to 'Special District 291 (S.D. 291) Zone' introducing site-specific regulations to facilitate the lot addition application for the construction of a new accessory structure.

2. A key map showing the location of the lands to which By-law No. 2025-018 applies is provided below.



(Foran/Coons)

**THE CORPORATION OF THE
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

BY-LAW NO. 2025-018

BEING A BY-LAW TO AMEND BY-LAW NO. 1995-42, AS AMENDED, OTHERWISE KNOWN AS THE "THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN COMPREHENSIVE ZONING BY-LAW".

WHEREAS the Corporation of the Township of Havelock-Belmont-Methuen is in receipt of an application to amend By-law No. 1995-42, as amended.

AND WHEREAS the Council of the Corporation of the Township of Havelock-Belmont-Methuen reviewed the rezoning application and now deems it advisable to further amend By-law No. 1995-42, as amended.

NOW THEREFORE, the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

- "1. That Schedule 'A2' of By-law No. 1995-42, as amended, is hereby further amended by changing the zone category of certain lands located in Part Lot 30, Concession 10, having municipal address of 119 Shady Lane and 129 Shady Lane in the Township of Havelock-Belmont-Methuen from 'Seasonal Residential (SR) Zone' and 'Special District 100 (S.D. 100) Zone' to 'Special District 291 (S.D. 291) Zone' as illustrated on Schedule 'A' attached hereto and forming part of this by-law.
2. That Section 4.46 (Special Districts) of By-law No. 1995-42, as amended, is hereby further amended with the addition of a new sub-section, namely 4.46.291, which shall read as follows:

4.46.291 Special District 291 (S.D. 291)

No person shall within any 'Special District 291 (S.D. 291) Zone' use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

4.46.291.1 Special Provisions

All provisions and regulations of Section 10 of By-law No. 1995-42, as amended, as they apply to the Seasonal Residential (SR) Zone; shall also apply to any 'Special District 291 (S.D. 291) Zone' with the following exceptions:

- a) Minimum Lot Area: 2751.9 square metres (0.68 acres)
- b) Minimum Front Yard Setback to Dwelling: 11.8 metres (38.7 feet)
- c) Minimum Front Yard Setback to Attached Deck: 10.3 metres (33.8 feet)

4.46.291.2 Special High Water Mark Setback Provisions

Notwithstanding any other provisions of Section 4.37 of By-law No. 1995-42, to the contrary, the following High Water Mark setbacks shall apply within the boundary of any 'Special District 291 (S.D. 291) Zone':

- a) Minimum Setback from High Water Mark to Dwelling: 11.8 metres (38.7 feet)
- b) Minimum Setback from High Water Mark to Attached Deck: 10.3 metres (33.8 feet)

- c) Minimum Setback from High Water Mark to Accessory Structure: 4.5 metres (14.7 feet)

4.46.291.3 Special Provisions for Accessory Structures

Notwithstanding any other provisions of Section 4.1 and Section 10 of By-law No. 1995-42, to the contrary, the following shall apply within the boundary of any 'Special District 291 (S.D. 291) Zone':

- a) Maximum Height: 6 metres (19.6 feet)
- b) Maximum Total Floor Area of All Accessory Buildings: 124%

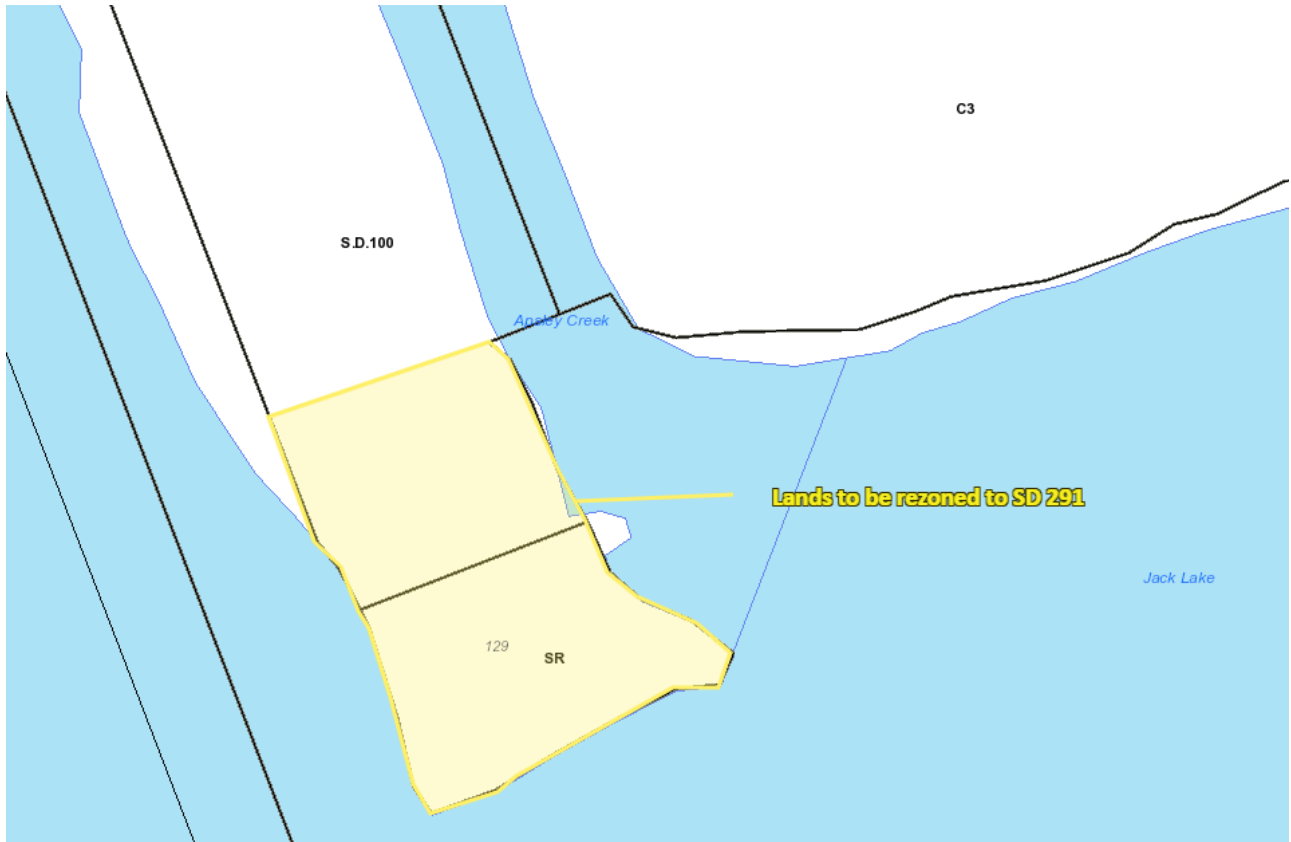
If no notice of objection is filed with the Municipal Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Municipal Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.

Read a **FIRST**, **SECOND**, and **THIRD TIME** and **FINALLY** passed this 18th day of March 2025 and given By-law No. 2025-018.

Jim Martin, Mayor

Robert V. Angione, Clerk



<p>HBM TOWNSHIP OF HAVELOCK · BELMONT · METHUEN INC. 1998</p>	<p>THIS IS SCHEDULE "A" TO BY-LAW NO. _____ PASSED THIS DAY OF _____, 2025.</p>	<p>TOWNSHIP OF Havelock-Belmont-Methuen</p>
	<p>SIGNATURES OF SIGNED OFFICERS:</p>	
	<p>_____ MAYOR</p>	
	<p>_____ CLERK</p>	

**THE CORPORATION of the
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN
P.O. Box 10, 1 Ottawa Street East
Havelock, ON K0L 1Z0**

**FORM 1
THE PLANNING ACT, R.S.O., 1990, as amended**

**NOTICE OF PASSING
OF A ZONING BY-LAW
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

TAKE NOTICE that the Council of the Corporation of the Township of Havelock-Belmont-Methuen passed By-law No. 2025-019 on the 18th day of March 2025 under Section 34 of the Planning Act, R.S.O., 1990.

AND TAKE NOTICE that an appeal to the Ontario Land Tribunal in respect to all or part of this Zoning By-law may be made by filing a notice of appeal with the Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service> by selecting Havelock-Belmont-Methuen, Township of, as the Approval Authority or by mail 1 Ottawa Street East, P.O. Box 10, Havelock, ON K0L 1Z0, no later than 4:30 p.m. on April 7th, 2025. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day. The appeal fee of \$1,100 can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario.

If you wish to appeal to the Ontario Land Tribunal (OLT) or request a fee reduction for an appeal, forms are available from the OLT website at www.olt.gov.on.ca. If the e-file portal is down, you can submit your appeal to bangione@hbmtwp.ca.

Prior to the passing of the By-law, Council received no oral and/or written submissions which resulted in revisions to the By-law.

No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

The land which is subject of this Zoning By-law Amendment Application is not currently subject to any other application under The *Planning Act*.

An explanation of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a Key Map showing the location of the lands to which the By-law applies are attached. The complete By-law is available for inspection in the municipal office during regular office hours.

Dated at the Township of Havelock-Belmont-Methuen this 18th day of March 2025.

Mr. Robert Angione, M.P.A., B.Admin
Municipal Clerk
Township of Havelock-Belmont-Methuen
P.O. Box 10, 1 Ottawa Street East
Havelock, ON K0L 1Z0
(705) 778-2308
(705) 778-5248 (fax)

EXPLANATORY NOTE

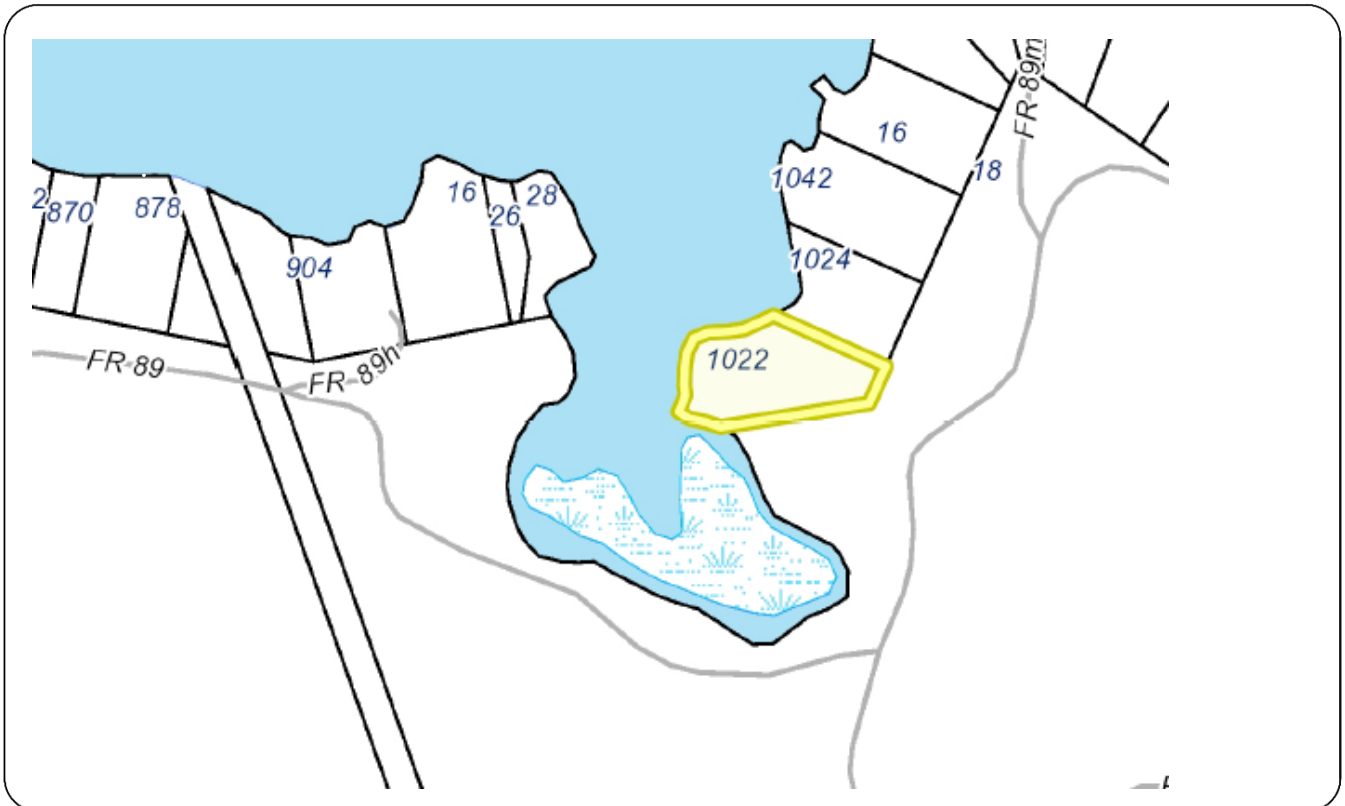
1. By-law No. 2025-019 has the following purpose and effect.

The Township of Havelock-Belmont-Methuen is in receipt of an application for a Zoning By-law Amendment to change the zoning of certain lands being located in Part Lot 28, Concession 9, having municipal address of 1022 Fire Route 89, Assessment Roll No. 1531-010-007-65300.

The subject lands are currently zoned 'Seasonal Residential (SR) Zone'.

The application proposes to rezone the subject lands to 'Special District 292 Holding (S.D. 292-H) Zone' introducing site-specific regulations to facilitate the construction of a new seasonal recreational dwelling. A Holding Provision (H) has been affixed to the zoning to ensure the recommendations from the Scoped EIS are registered on title.

2. A key map showing the location of the lands to which By-law No. 2025-019 applies is provided below.



(Steinman)

**THE CORPORATION OF THE
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

BY-LAW NO. 2025-019

BEING A BY-LAW TO AMEND BY-LAW NO. 1995-42, AS AMENDED, OTHERWISE KNOWN AS THE "THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN COMPREHENSIVE ZONING BY-LAW".

WHEREAS the Corporation of the Township of Havelock-Belmont-Methuen is in receipt of an application to amend By-law No. 1995-42, as amended.

AND WHEREAS the Council of the Corporation of the Township of Havelock-Belmont-Methuen reviewed the rezoning application and now deems it advisable to further amend By-law No. 1995-42, as amended.

NOW THEREFORE, the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

- "1. That Schedule 'A2' of By-law No. 1995-42, as amended, is hereby further amended by changing the zone category of certain lands located in Part Lot 28, Concession 9, having municipal address of 1022 Fire Route 89 in the Township of Havelock-Belmont-Methuen from 'Seasonal Residential (SR) Zone' to 'Special District 292 Holding (S.D. 292-H) Zone' as illustrated on Schedule 'A' attached hereto and forming part of this by-law.
2. That Section 4.46 (Special Districts) of By-law No. 1995-42, as amended, is hereby further amended with the addition of a new sub-section, namely 4.46.292-H, which shall read as follows:

4.46.292-H Special District 292-Holding (S.D. 292-H)

No person shall within any 'Special District 292 Holding (S.D. 292-H) Zone' use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

4.46.292-H.1 Special Provisions

All provisions and regulations of By-law No. 1995-42, as amended, as they apply to the Seasonal Residential (SR) Zone; shall also apply to any 'Special District 292 Holding (S.D. 292-H) Zone' with the following exceptions:

- a) Minimum Front Yard Setback: 12.8 metres (42 feet)
- b) The decks and boathouse platform existing as of the date of the passing of this by-law shall be permitted to remain in its existing state.

4.46.292-H.2 Special High Water Mark Setback Provisions

Notwithstanding any other provisions of Section 4.37 of By-law No. 1995-42, to the contrary, the following High Water Mark setbacks shall apply within the boundary of any 'Special District 292 Holding (S.D. 292-H) Zone':

- a) Minimum Setback from High Water Mark to Dwelling: 12.8 metres (42 feet)

4.46.292-H.3 Special Yard and Setback Encroachment Provisions

Notwithstanding any other provisions of Section 4.45 of By-law No. 1995-42, to the contrary, the following Yard and Setback Encroachments shall apply within the boundary of any 'Special District 292 Holding (S.D. 292-H) Zone':

- a) Ornamental Structures: Maximum Projection into a required yard: 0.9 metres (3 feet)

4.46.292-H.4 Special Provisions for Accessory Structures

Notwithstanding any other provisions of Section 4.1 and Section 10 of By-law No. 1995-42, to the contrary, the following shall apply within the boundary of any 'Special District 292 Holding (S.D. 292-H) Zone':

- a) Maximum Height: 7.31 metres (24 feet)
- b) Maximum Total Floor Area of All Accessory Buildings: 78%

4.46.292-H.5 Holding Provision

The holding provision (H) shall only be removed following such time that an Environmental Mitigation Measures Agreement, implementing the recommendations of the Scoped Environmental Impact Study (EIS) completed by Oakridge Environmental Ltd., on August 21, 2024, is executed between the property owner(s) and the Township of Havelock-Belmont-Methuen and registered on title.

If no notice of objection is filed with the Municipal Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Municipal Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.

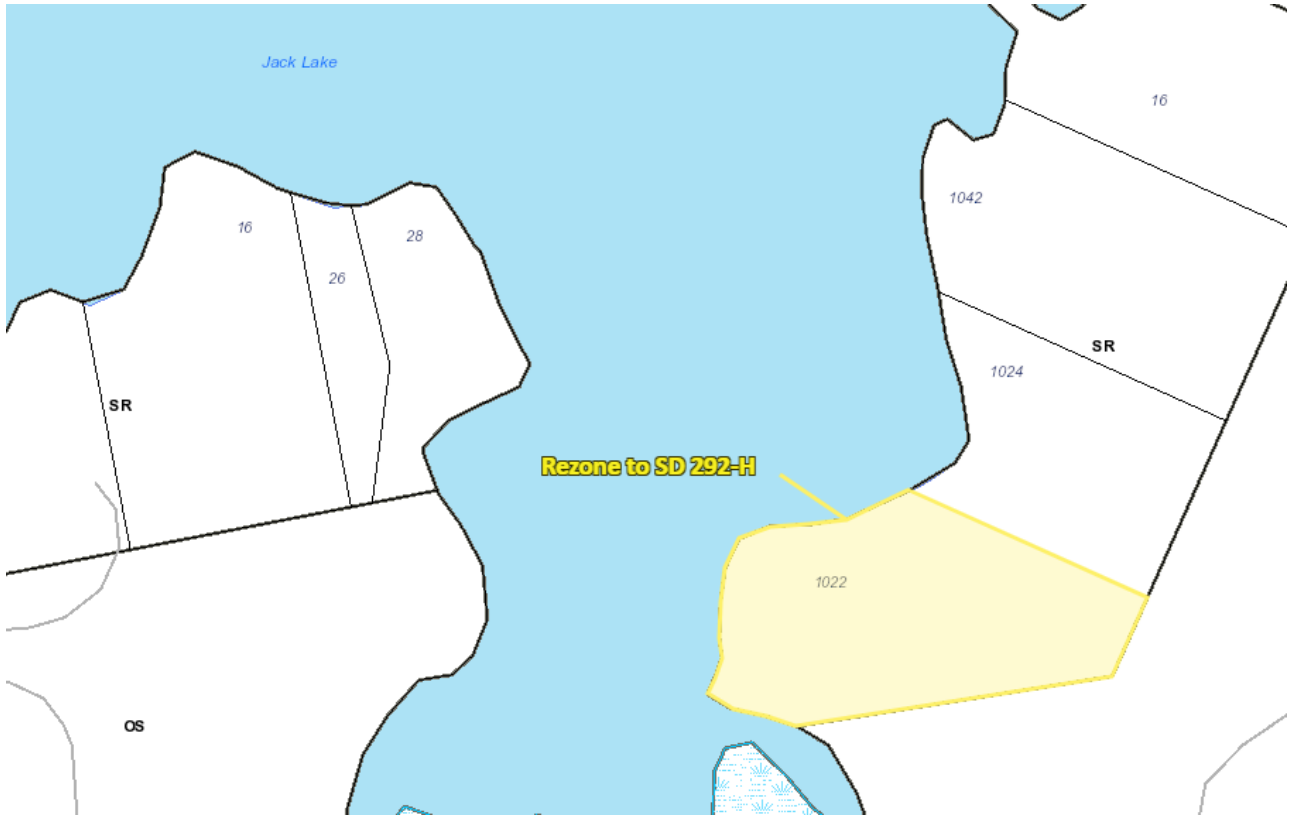
Read a **FIRST, SECOND, and THIRD TIME** and **FINALLY** passed this 18th day of March 2025 and given By-law No. 2025-019.

MAYOR

MUNICIPAL CLERK

I, Robert Angione, Clerk of the Corporation of the Township of Havelock-Belmont-Methuen, do hereby certify that the foregoing is a true copy of By-law No. 2025-019 passed by Council of the said Corporation on the 18th day of March 2025.

MUNICIPAL CLERK



THIS IS SCHEDULE "A" TO BY-LAW
 NO. _____ PASSED THIS DAY
 OF _____, 2025.

SIGNATURES OF SIGNED
 OFFICERS:

_____ MAYOR
 _____ CLERK

TOWNSHIP OF
 Havelock-Belmont-Methuen

(Semple)

**THE CORPORATION OF THE
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

BY-LAW NO. 2025-020

BEING A BY-LAW TO AMEND BY-LAW NO. 1995-42, AS AMENDED, OTHERWISE KNOWN AS THE "THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN COMPREHENSIVE ZONING BY-LAW".

WHEREAS By-law No. 2025-002, as passed by the Council of the Corporation of the Township of Havelock-Belmont-Methuen on January 14th, 2025 had the effect of placing a holding provision (H) on certain lands located in Part of Lot 3, Concession 5, in the Township of Havelock-Belmont-Methuen; ARN: 1531-010-005-15400.

AND WHEREAS requisite conditions have now been met to the satisfaction of the Township;

AND WHEREAS pursuant to Section 36(4) of the *Planning Act, R.S.O. 1990*, as amended, a by-law may be passed by Council for removing a Holding Provision (H);

AND WHEREAS, the Township of Havelock-Belmont-Methuen has given notice of intention to consider such a by-law;

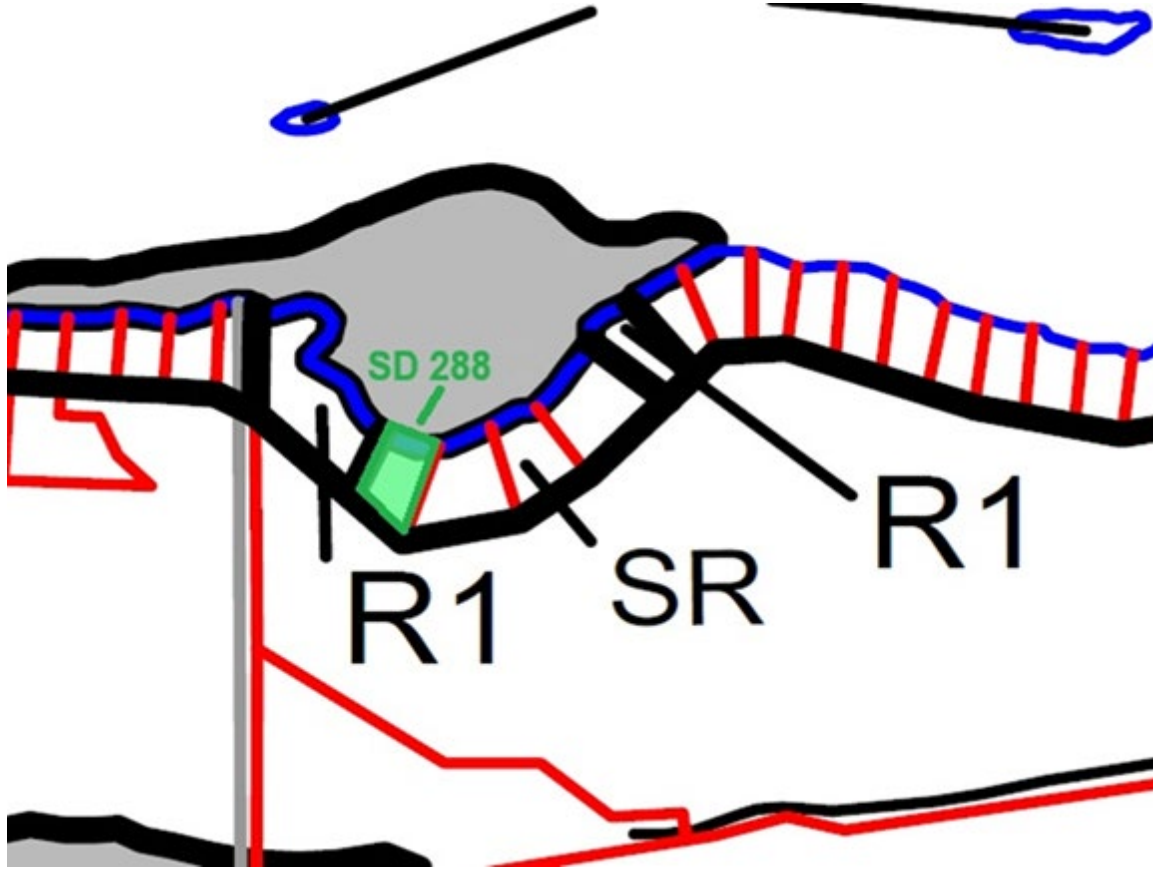
NOW THEREFORE, the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

- "1. That Schedule 'A2' of By-law No. 1995-42, as amended by By-law 2025-002, is hereby further amended by removing the Holding symbol and changing the zone category of certain lands located in Part Lot 3, Concession 5, having municipal address of 119 Fire Route 63C in the Township of Havelock-Belmont-Methuen from 'Special District 288 Holding (S.D. 288-H) Zone' to 'Special District 288 (S.D. 288) Zone' as illustrated on Schedule 'A' attached hereto and forming part of this by-law.

Read a **FIRST**, **SECOND**, and **THIRD TIME** and **FINALLY** passed this 18th day of March 2025 and given By-law No. 2025-020.

Jim Martin, Mayor

Robert V. Angione, Clerk



THIS IS SCHEDULE "A" TO BY-LAW
NO. _____ PASSED THIS DAY
OF _____, 2025.

SIGNATURES OF SIGNED
OFFICERS:

_____ MAYOR
_____ CLERK

TOWNSHIP OF
Havelock-Belmont-Methuen

**THE CORPORATION OF THE
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN**

BY-LAW NO. 2025-021

Being a By-law to authorize the Mayor and the Clerk to execute a Road Agreement and Environmental Impact Mitigation Measures Agreement between the Corporation of the Township of Havelock-Belmont-Methuen and property owners Robert Semple and Marcia Semple, for the lands located at 119 Fire Route 63c, legally described as Part Lot 3, Concession 5, in the Township of Havelock-Belmont-Methuen.

WHEREAS Section 5 of the Municipal Act, 2001, as amended, specifies that a Municipal Council shall exercise its powers by By-Law; and

WHEREAS Section 9 of the Municipal Act 2001, as amended, provides that a Municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Municipal Act or any other Act; and

WHEREAS Section 11 of the Municipal Act, 2001, as amended, specifies the Spheres of Jurisdiction in which the Municipality may pass By-Laws; and

WHEREAS the Council of the Township of Havelock-Belmont-Methuen deems it expedient to enter into agreements with the landowner pertaining to the Zoning By-law Amendment Application approved on January 14, 2025;

Now Therefore the Council of The Corporation of the Township of Havelock-Belmont-Methuen enacts as follows:

1. That the Mayor and Clerk are hereby authorized to execute a Road Agreement and Environmental Impact Mitigation Measures Agreement between the Corporation of the Township of Havelock-Belmont-Methuen and property owners Robert Semple and Marcia Semple, pertaining to those lands described in the geographic Township of Havelock-Belmont-Methuen, County of Peterborough, described as Part Lot 3, Concession 5, further to the approval of the Zoning By-law Amendment Application SD 288.
2. That the Road Agreement is attached hereto as Schedule '1' and forms part of this by-law.
3. That the Environmental Impact Mitigation Measures Agreement is attached hereto as Schedule '2' and forms part of this by-law.
4. That this By-law and Agreement shall be registered on title.
5. That this By-law shall come into force and effect on the date of passage by the Council of the Corporation of the Township of Havelock-Belmont-Methuen.

Read a **FIRST, SECOND, and THIRD TIME** and **FINALLY** passed this 18th day of March 2025 and given By-law No. 2025-021.

Jim Martin, Mayor

Robert V. Angione, Clerk

(Semple)

Schedule '1' to By-law 2025-021

SCHEDULE '1' ROAD AGREEMENT

Being a By-law to authorize the Mayor and the Clerk to execute a Road Agreement and Environmental Impact Mitigation Measures Agreement between the Corporation of the Township of Havelock-Belmont-Methuen and property owners Robert Semple and Marcia Semple, for the lands located at 119 Fire Route 63c, legally described as Part Lot 3, Concession 5, in the Township of Havelock-Belmont-Methuen.

Road Agreement

THIS AGREEMENT made in duplicate this 18 day of March 2025

BETWEEN:

Robert Semple and Marcia Semple

Hereinafter called the "Applicant"

OF THE FIRST PART

AND

THE CORPORATION OF THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

Hereinafter called the "Corporation"

OF THE SECOND PART

WHEREAS the Applicant is the owner of the property described in Schedule "A" hereto ("Subject Property");

AND WHEREAS the Applicant has applied to the Township of Havelock-Belmont Methuen to amend By-law No. 1995-42, as amended, to further amend Section 4.46 (Special Districts) of By-law No. 1995-42;

AND WHEREAS pursuant to **BY-LAW NO. 2025-002**, the Corporation changed the zoning category of the Subject Property to 'Special District 288-H (S.D. 288 Holding) Zone' and amended Section 4.46 (Special Districts) of By-law No. 1995-42 to add a new subsection to inter alia permit One (1) Single Detached Dwelling on the Subject Property and to recognize the property for year-round occupancy as a permitted uses;

AND WHEREAS pursuant to **BY-LAW NO. 2025-002**, a holding provision was placed on the Subject Property, pending the entering into an Road Agreement to be registered on title to the Subject Property, between the Applicant and the Corporation.

NOW THEREFORE in consideration of the premises being located on a private road; the parties hereto agree as follows:

1. The Official Plan of the Corporation of the Township of Havelock-Belmont-Methuen direct as follows:
 - 1.1. Where access to properties is provided by a private road, municipal services such as snow plowing or road maintenance and improvement are neither available nor the responsibility of the Township.
 - 1.2. Other public services such as school bussing and protection of persons/property from services including police, fire and ambulance may be unavailable or limited in nature.
 - 1.3. Any decision to assume a private road in the Municipality's public road system is at the sole discretion of council; and will be guided by policies contained in the Official Plan of the Township of Havelock-Belmont- Methuen.
2. This agreement shall be registered upon the title of the said lands at the Land Registry Office at the sole expense of the Applicant prior to the registration or delivery of any other document.
3. This agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF the Owner and the Applicant have affixed their respective hands and seals and the Corporation has affixed its corporate seal under the hands of its Mayor and Clerk.

SIGNED, SEALED AND DELIVERED

In the presence of

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)
)
)

Applicant:

Applicant:

THE CORPORATION OF TOWNSHIP OF HAVELOCK-
BELMONT-METHUEN

Mayor:

Clerk:

SCHEDULE "A"

DESCRIPTION

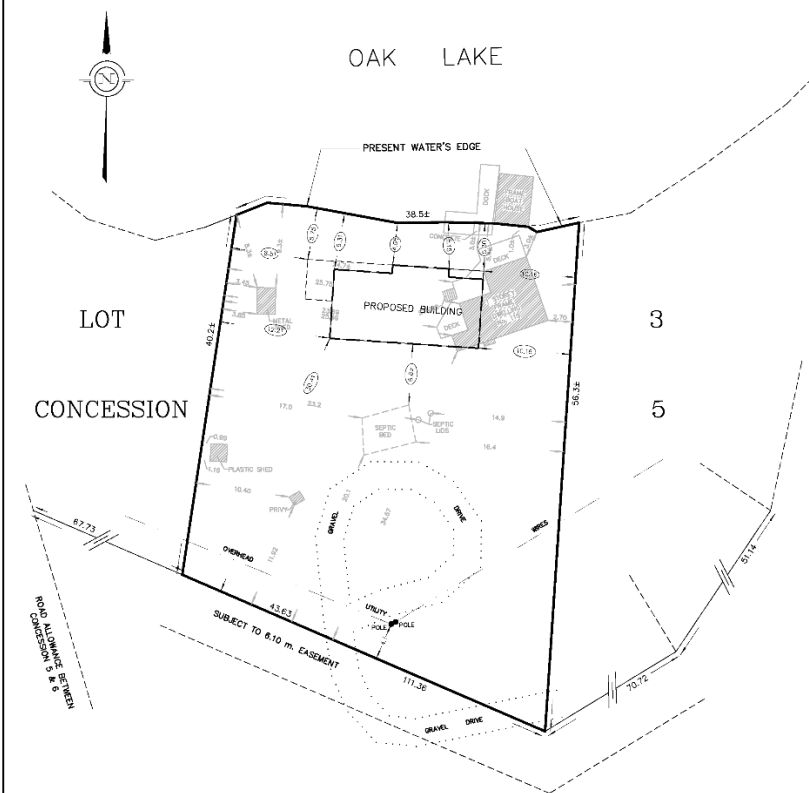
PART LOT 3 CONCESSION 5, GEOGRAPHIC TOWNSHIP OF METHUEN, TOWNSHIP OF HAVELOCK-BELMONT-METHUEN, COUNTY OF PETERBOROUGH

SCHEDULE "B"

SITE PLAN

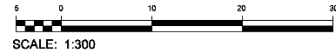
METRIC:
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

CAUTION: THIS IS NOT A PLAN OF SURVEY



**SITE PLAN SHOWING
PROPOSED BUILDING AT
119 FIRE ROUTE 63C**

**TOWNSHIP OF HAVELOCK-BELMONT-METHUEN
COUNTY OF PETERBOROUGH**



SCALE: 1:300

DATE: 12 JULY 2024
REVISED: 19 JULY 2024

LEGEND

DENOTES PROPOSED SETBACK

**SITE STATISTICS
LEGAL DESCRIPTION**

PART OF LOT 3
CONCESSION 5
GEOGRAPHIC TOWNSHIP OF METHUEN
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN
COUNTY OF PETERBOROUGH

CAUTION: THIS IS NOT A PLAN OF SURVEY
BOUNDARY INFORMATION SHOWN ON THIS SITE PLAN HAS BEEN TAKEN FROM A
PLAN OF SURVEY PREPARED BY J.B. FLEQUEL SURVEYORS OLS, DATED
21 JUNE 2024.
NO NEW FIELD WORK HAS BEEN CONDUCTED TO VERIFY THE INFORMATION
SHOWN ON THIS PLAN.
THIS SITE PLAN SHOULD NOT BE UTILIZED FOR ANY TRANSFER OF TITLE/
OWNERSHIP OR FINANCING ARRANGEMENTS.



JBF SURVEYORS
3177 LAKEFIELD RD., BOX 70
LAKEFIELD, ON K0L 2H0
PHONE: 705-652-6198
INFO@JBF-SURVEYORS.COM

PROJ. # 9332 SITE PLAN

NOTE: NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF JBF SURVEYORS.
© JBF SURVEYORS 2024

Schedule '2' to By-law 2025-021

SCHEDULE '2' ENVIRONMENTAL IMPACT MITIGATION MEASURES AGREEMENT

Being a By-law to authorize the Mayor and the Clerk to execute a Road Agreement and Environmental Impact Mitigation Measures Agreement between the Corporation of the Township of Havelock-Belmont-Methuen and property owners Robert Semple and Marcia Semple, for the lands located at 119 Fire Route 63c, legally described as Part Lot 3, Concession 5, in the Township of Havelock-Belmont-Methuen.

Environmental Impact Mitigation Measures Agreement

THIS AGREEMENT made in duplicate this 18 day of March 2025

BETWEEN:

Robert Semple and Marcia Semple

Hereinafter called the "Applicant"

OF THE FIRST PART

AND

THE CORPORATION OF THE TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

Hereinafter called the "Corporation"

OF THE SECOND PART

WHEREAS the Applicant is the owner of the property described in Schedule "A" hereto ("Subject Property");

AND WHEREAS the Applicant has applied to the Township of Havelock-Belmont Methuen to amend By-law No. 1995-42, as amended, to further amend Section 4.46 (Special Districts) of By-law No. 1995-42;

AND WHEREAS pursuant to **BY-LAW NO. 2025-002**, the Corporation changed the zoning category of the Subject Property to 'Special District 288-H (S.D. 288 Holding) Zone' and amended Section 4.46 (Special Districts) of By-law No. 1995-42 to add a new subsection to inter alia permit One (1) Single Detached Dwelling on the Subject Property;

AND WHEREAS pursuant to **BY-LAW NO. 2025-002**, a holding provision was placed on the Subject Property, pending the entering into an Environmental Mitigation Measures Agreement to be registered on title to the Subject Property, between the Applicant and the Corporation implementing the recommendations of an Environmental Impact Study (EIS) completed by Ann Rocchi., on August 12th, 2024 ("EIS").

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the covenants, provisions and conditions herein contained and pursuant to the decision imposed by the Council of the Corporation, the Applicant agree with the Corporation both personally and on behalf of their respective heirs, executors, administrators, successors and assigns as follows:

1. This agreement and all environmental impact mitigation measures, as detailed in Schedule "C" attached hereto, and all conditions herein may be enforced by the Municipality by court action.
2. This agreement shall be registered upon the title of the said lands at the Land Registry Office at the sole expense of the Applicant prior to the registration or delivery of any other document.
3. The lands affected by this agreement are described in Schedule "A" and illustrated in Schedule "B" attached hereto.
4. This agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators and assigns.
5. The Applicant shall be responsible for all costs of preparation, review, registration and release from title if the same is required **Environmental Impact Mitigation Measures Agreement**

IN WITNESS WHEREOF the Owner and the Applicant have affixed their respective hands and seals and the Corporation has affixed its corporate seal under the hands of its Mayor and Clerk.

SIGNED, SEALED AND DELIVERED

In the presence of

) _____
) Applicant:
) _____
) Applicant:
) _____
) THE CORPORATION OF TOWNSHIP OF HAVELOCK-
) BELMONT-METHUEN
) _____
) Mayor:
) _____
) _____
) Clerk:

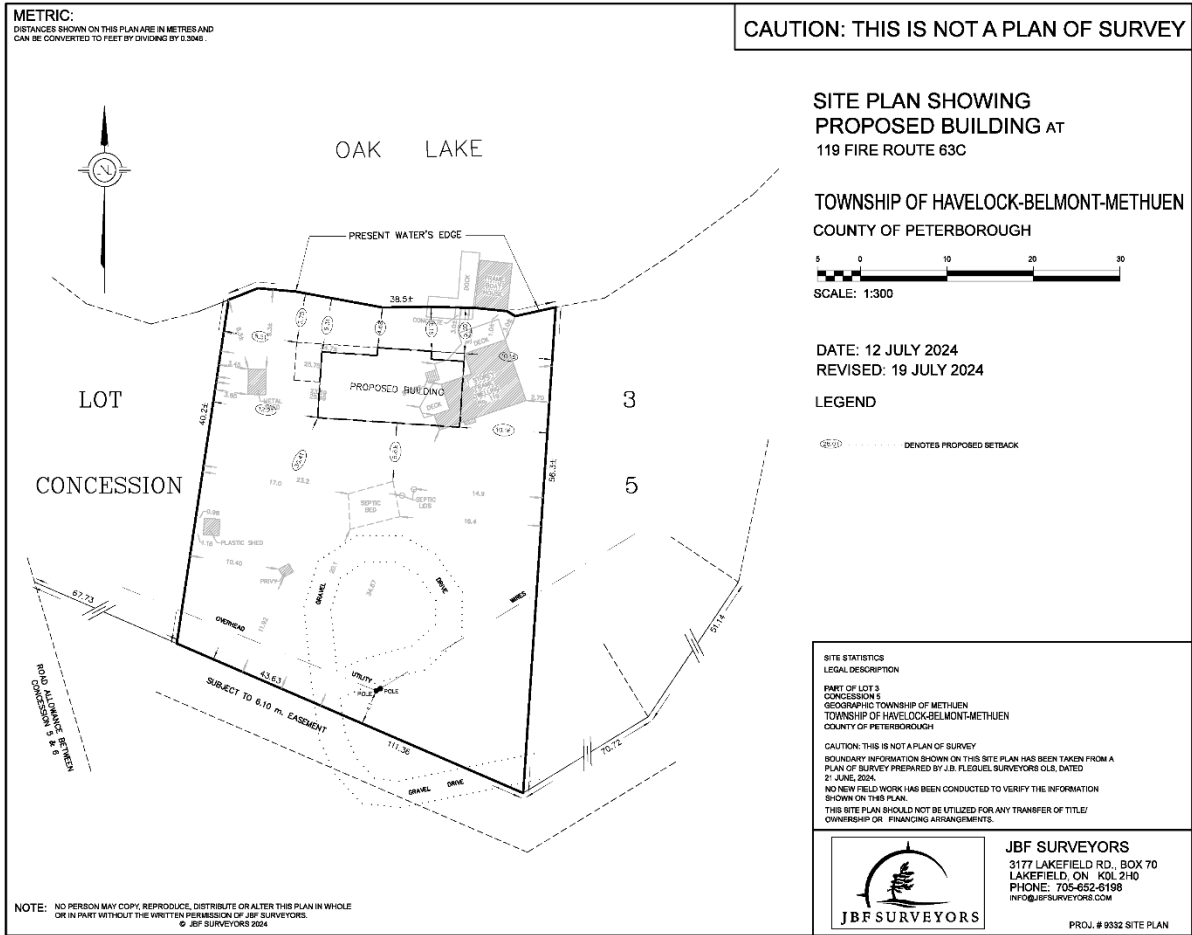
SCHEDULE "A"

DESCRIPTION

PART LOT 3 CONCESSION 5, GEOGRAPHIC TOWNSHIP OF METHUEN, TOWNSHIP OF HAVELOCK-BELMONT-METHUEN, COUNTY OF PETERBOROUGH

SCHEDULE "B"

SITE PLAN



SCHEDULE "C"

Environmental Impact Study, completed by Ann Rocchi. Dated August 2024.

Environmental Impact Study

119 Fire Route 63C

Part Lot 3, Concession 5

Township of Havelock-Belmont-Methuen

August 12th, 2024

Prepared for: Robert and Marcia Semple

Prepared by: Ann Rocchi, M.Sc.,
Aquatic and Terrestrial Ecologist

Table of Contents

1.0	Introduction.....	1
1.1	Scope of Work.....	1
2.0	Study Property Description.....	3
2.1	Location and Land Use	3
2.2	Policy Context	3
2.2.1	Provincial Policy Statement.....	3
2.2.2	County of Peterborough Official Plan	3
2.2.3	Township of Havelock-Belmont-Methuen Official Plan.....	4
2.2.4	Ontario Regulation 41/24	6
2.3	Natural Heritage Features	7
2.3.1	Provincially Significant Wetland (PSW).....	7
2.3.2	Other Wetlands	7
2.3.3	Significant Woodland.....	7
2.3.4	Significant Valleyland	8
2.3.5	Significant Area of Natural and Scientific Interest (ANSI).....	8
2.3.6	Significant Wildlife Habitat.....	8
2.3.7	Species at Risk.....	8
2.3.8	Fish Habitat	11
3.0	Field Observations	12
3.1	Topography and Drainage.....	12
3.2	Wetlands	12
3.3	Vegetation Classification	12
3.3.1	Terrestrial Vegetation Classification	13
3.4	Fauna	13
3.4.1	Fish Habitat	13
3.4.2	Mammals.....	13
3.4.3	Amphibians and Reptiles.....	14

3.4.4	Avifauna	13
4.0	Evaluation of Proposed Development.....	15
4.1	Fish Habitat	15
4.2	Wetlands	15
4.3	Species at Risk.....	16
4.4	Water Resources.....	18
4.4.1	Flood Attenuation	18
4.4.2	Water Quality.....	18
4.5	Mitigation of Anthropogenic Influences.....	18
4.5.1	Erosion Potential	18
4.5.2	Noise and Artificial Lighting	19
4.5.3	Invasive Species	19
4.11	Potential Encounters with Fauna.....	20
4.12	Restoration Plantings	20
5.0	Recommendations	21
6.0	Closing	22

References

List of Appendices

Appendix A Correspondence and Site Maps

Appendix B Photographs

1.0 Introduction

Ann Rocchi, Ecologist, was retained by Robert and Marcia Semple (the Client) to conduct a Scoped Environmental Impact Study (EIS) to determine any potential adverse impacts to the surrounding terrestrial and aquatic environment from a proposed extension to their seasonal dwelling. The municipal address is 119 Fire Route 63C, Part Lot 3, Concession 5, in the Township of Havelock-Belmont-Methuen.

The 0.46 acre waterfront property has a 125 foot frontage on the south shore of Oak Lake (Figure 1). The entirety of the Study Property area is within the Regulated Area of the Crowe Valley Conservation Authority (CVCA). The Regulated Area includes a buffer of 120 metres (m) from the mapped boundary of any watercourse or body of water.

The EIS includes a Species at Risk (SAR) screening to determine if the Study Property is used as habitat by any at-risk species, as presented on the Species at Risk in Ontario (SARO) list. Species listed as endangered or threatened on the SARO list are protected under the provincial Endangered Species Act, 2007 (ESA). Section 9(1) of the ESA prohibits a person from killing, harming, harassing, capturing or taking a member of a species listed as endangered, threatened or extirpated on the SARO list. Section 10(1) of the ESA prohibits the damage or destruction of habitat of species listed as endangered or threatened on the SARO list. Protection of special concern species is achieved through designation of their habitat as significant wildlife habitat (SWH) under the PPS.

In order to address the EIS requirements of the regulatory agencies, a scoped Study Property investigation was conducted to provide an evaluation of reasonably anticipated ecological impacts, positive or negative, that may arise as a result of this development, to guide the planning decision making process.

1.1 Scope of Work

The EIS was conducted through the following three (3) tasks:

- Task 1 consisted of a detailed document review of existing and readily available information related to the subject property.

- Task 2 included a Study Property visit to the property on June 3, 2024, to validate or revise any assumptions made in the previous task, and to add detailed Study Property specific information as observations were made.
- Task 3 was the evaluation of the potential impacts of the proposed development on based on the information gathered through Tasks 1 and 2.



Figure 1: Location of Study Property, 119 Fire Route 63C, Havelock

2.0 Study Property Description

Information was gathered from provincial, municipal and private sources on current and historical land use, Study Property topography, natural heritage features and SAR.

2.1 Location and Land Use

The Subject Property is located in the southern portion of Oak Lake. Oak Lake is located 21 kilometers northeast of Havelock and is accessed by County Road 46. It contains a number of cottage properties distributed around the lakeshore. The Study Property is within Ecoregion 5E of Ontario (Crins, Gray, Uhlig, & Wester, 2009).

2.2 Policy Context

2.2.1 Provincial Policy Statement

The Provincial Policy Statement (PPS; 2020) Section 2.1 protects natural heritage features such as significant woodlands, significant valleylands, significant wildlife habitat, areas of natural and scientific interest, coastal wetlands, Provincially Significant Wetlands, and the habitat of endangered and threatened species. Development within other natural heritage features and on lands adjacent to all significant natural heritage features will require an EIS to demonstrate that there will be no negative impacts on the natural features or their ecological functions (Queen's Printer for Ontario, 2020).

2.2.2 County of Peterborough Official Plan (Draft 2022)

The Subject Property is designated as Seasonal Residential (SR) Zone – Shoreline Designation within i a Natural Core Area as designated under the current Draft County of Peterborough Official Plan (County of Peterborough, 2022).

In Section 4.3, Natural Heritage Designations, the intent of the Natural Core Area designation is given as follows:

4.3.1 Natural Core Area - The Natural Core Area designation is intended to recognize wetlands and streams, together with lands that form a vegetation protection zone around these key hydrologic features. The vegetation protection zone is measured from the outside boundary of the key natural heritage or key hydrologic feature.

Section 4.3.1.1 outlines Permitted Uses within Natural Core Area designations as follows:

4.3.1.1 Permitted Uses Permitted uses in the Natural Core Area designation shall include fish, wildlife and forest management, conservation projects and flood or erosion control projects, existing agricultural uses and accessory uses, infrastructure uses, mineral aggregate operations, wayside pits and quarries, low intensity recreational uses, and existing uses on existing lots of record.

The Permitted Use listed in Section 4.3.1.1 that applies to the proposed expansion of the existing dwelling on the Study Property is listed under 4.3.1.2 New Development as follows:

d) Expansions to existing buildings and structures, accessory structures and uses, and conversions of legally existing uses requiring Planning Act approval which bring the use more into conformity with this Plan may be permitted, 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.

2.2.3 Township of Havelock-Belmont-Methuen Official Plan

The Township of Havelock-Belmont-Methuen has zoned the Study Property as Rural. It is located with an Environmental Protection Holding (EPH) Zone and is in proximity to an Environmental Protection (EP) Zone located along the southern shoreline of Oak Lake but several lots to the east of the Study Property.

In Section 3.7.1 of the Township of Havelock-Belmont-Methuen Official Plan, the following information is given to define the Environmental Protection Zone:

The purpose of the Environmental Protection designation is to include natural features and areas that provide ecological functions critical to the survival of all species. These ecological functions include the provision of wildlife habitat, hydrological and hydraulic functions, nutrient and energy cycling and storage, succession and disturbance functions, reproduction and dispersal, landscape

linkages and others. Natural Heritage Features include significant wetlands, significant woodlands and significant valleylands, significant portions of the habitat of Endangered and Threatened species, significant wildlife habitat, fish habitat and Areas of Natural and Scientific interest (ANSIs) as defined in this Plan.

Areas designated as Environmental Protection are characterized by one or more of the following values:

- a high level of natural community or species diversity;
- representative examples of large, high-quality vegetative communities;
- provincially rare vegetative communities;
- endangered and threatened species;
- significant wildlife habitat;
- fish habitat; and:
- important hydrological features.

Generally, the only permitted uses will be conservation, wildlife management and outdoor recreation activities that do not result in negative impacts to the Natural Heritage Feature or its ecological function.

A pre-consultation meeting was held on December 15, 2023, with Arya Hejazi, Planning Assistant for the Township of Havelock-Belmont-Methuen, that outlined the Township Requirements for the Application package to redevelop the existing recreational dwelling to a larger footprint. One of the listed requirements is:

- (4) Scoped Environmental Impact Statement (from a qualified ecologist) addressing whether the development is in the least impact location of the subject property and ensuring the protection of the shoreline and adjacent natural heritage/hydrologic features.

This Scoped EIS was produced to fulfill this requirement. A copy of the Pre-Consultation Notes from the December 2023 meeting is included in Appendix A.

2.2.4 Ontario Regulation 41/24

As per CVCA's *Watershed Planning and Regulation of Manual* (O. Reg. 41/24) under the Conservation Authorities Act, Section 2.2 states:

Conservation Authorities have delegated responsibilities from the Minister of Natural Resources and Forestry to represent provincial interests regarding natural hazards identified, as identified in the Provincial Policy Statement, 2020 (PPS, 2020). These delegated responsibilities require CAs to review and provide comments on:

- policy documents (Official Plans and Comprehensive Zoning By-laws); and,
- applications submitted under the Planning Act as part of the Provincial

Under Section 3.1 Objectives of the Conservation Authorities Act and Regulation 41/24, the following is stated:

The CVCA administers Ontario Regulation 41/24, made pursuant to Sections 28 and 28.1 of the Conservation Authorities Act. The objectives of the Regulation are:

1. To minimize the potential for loss of life and property damage;
2. To reduce the necessity for public and private expenditures for emergency operations, evacuation and restoration of properties subject to flooding;
3. To make information available regarding flood or erosion prone areas;
4. To minimize flood-related risks by regulating development in floodplains that could alter channel capacity (flood storage), flood flows, the extent of the floodplain, and/or other floodplain characteristics;
5. To minimize erosion-related risks by regulating development in/near apparent river or stream valley systems (i.e. hazardous slopes);
6. To minimize erosion-related risks by regulating development in/near non-apparent river or stream valley systems (i.e. meander belts);
7. To minimize interference with or alterations to wetlands that impedes natural hydrological functions of wetlands and may reduce natural flood storage capacity.

2.3 Natural Heritage Features

A review of available documents and mapping identified several natural heritage features associated with the Study Property. The regional area has abundant natural heritage features, particularly wetlands and fish habitat as a result of topographical influences and the abundance of surface water in this region of Ontario. Other provincially significant natural heritage features that occur in within 120 m of the Study Property include Significant Wildlife Habitat and Habitat for Endangered or Threatened Species at Risk as described below.

2.3.1 Provincially Significant Wetland (PSW)

The shoreline of the Study Property is in proximity (within 120 m) to the Oak Lake Wetland PSW. This is a marsh wetland that would provide food and shelter for many species of fish, wading and perching birds, frogs, turtles and small mammals.

2.3.2 Other Wetlands

The mainland surrounding Oak Lake contains numerous wetlands, including small pockets of wetland habitat and large, connected segments.

There are no Locally Significant Wetlands on or within 30 m of the Study Property. No locally significant wetlands have been identified on the surrounding landscape.

No unevaluated wetlands are found on the Study Property. There is an Unevaluated Wetland shown south of the Study Property on the opposite side of Fire Route 63C. within 120 meters of the Study Property.

2.3.3 Significant Woodland

Significant Woodlands are identified by municipal authorities. A review of existing information indicates there are no Significant Woodlands identified on or within 120 metres of the Study Property.

2.3.4 Significant Valleylands

Significant Valleylands are identified by municipal authorities. A review of existing information indicates there are no Significant Valleylands identified on or within 120 metres of the Study Property.

2.3.5 Significant Area of Natural and Scientific Interest (ANSI)

There are no Life Science ANSIs on or within 120 metres of the Study Property, and there are no Earth Science ANSIs on or within 50 metres of the Study Property.

2.3.6 Significant Wildlife Habitat

The Ministry of Natural Resources and Forestry (MNR) on-line resource *Make a Map: Natural Heritage Areas* identified a Colonial Waterbird Nesting Area within 120 m of the Study Property. Colonial Nesting Waterfowl nest in upland habitat, usually grasslands, located near marshes and other wetlands, ponds, and lakes. In the context of waterfowl nesting habitat, most development effects can be considered as those affecting the land adjacent to wetlands (i.e., impacts within 120 m of wetlands).

2.3.7 Species at Risk

The Committee on the Status of Species at Risk in Ontario (COSSARO) undertakes the assessment of species to determine the level of risk to individual species and populations. COSSARO classifies species depending on the level of risk that individuals or populations are exposed to. Species are classified into one (1) of five (5) categories if they are determined to be at risk. These categories, in declining order from the most at risk are: Extinct, Extirpated, Endangered, Threatened, and Special Concern (Ministry of Natural Resources and Forestry, 2014). All species classified as endangered or threatened receive legal protection under the Endangered Species Act (2007) and the Species at Risk Act (2002).

The Ministry of Natural Resources and Forestry (MNR) on-line resource *Make a Map: Natural Heritage Areas* was consulted to identify occurrences of species at risk (SAR) on, or in the vicinity of the Study Property. The online tool identified records for five (5) tracked species on or within one and a half (1.5) kilometres of the grid square 18TQ6941 containing the Study Property:

- Eastern Whip-poor-will (*Antrostomus vociferus*)- listed as Threatened provincially and Special Concern federally;
- Wood Thrush (*Hylochchia mustelina*) - listed as Special Concern provincially and Threatened federally;
- Canada Warbler (*Cardellina canadensis*) – listed as Special Concern provincially and federally;
- Eastern Wood-Pewee (*Contopus virens*) – listed as Special Concern provincially and federally, and;
- Eastern Milksnake (*Lampropeltis triangulum*) – not protected provincially but listed as Special Concern federally.

Species accounts for these five (5) documented SAR are given below:

Eastern Whip-poor-will

The Eastern Whip-poor-will is a medium-sized mottled brown and grey bird 22 to 26 cm long. Nocturnal, the Whip-poor-will is more commonly heard than seen when it becomes active at dusk. Most vocal during bright, moonlit nights, they sing their name “Whip-poor-will” often in endlessly long series (MECP, 2023).

Found in areas with a mix of open and forested areas, such as savannahs, open woodlands or openings in mature, deciduous, coniferous and mixed forests, the Whip-poor-will forages in open areas while roosting and nesting in forested areas. It lays its eggs directly on the forest floor, using its camouflaged colouring to remain undetected.

Currently designated as Threatened provincially under the ESA (2007), this species receives specific habitat and individual protection.

Wood Thrush

The Wood Thrush is a medium-sized songbird measuring approximately 20 cm in length, characterized by a rusty-brown hue on its upper parts, complemented by white underparts and prominent blackish spots on the breast and sides. The Wood Thrush searches for food within leaf litter or on semi-bare ground. Its diet comprises larval and adult insects, along with plant material (MECP, 2023).

Wood Thrush inhabit mature deciduous and mixed (conifer-deciduous) forests, favoring environments with moist stands of trees exhibiting well-developed undergrowth and tall trees suitable for singing perches. When constructing their nests, they typically choose living saplings, trees, or shrubs, with a preference for Sugar Maple or American Beech (MECP, 2023).

This species is currently designated as Special Concern provincially under the ESA (2007) and does not receive specific habitat or individual species protection.

Canada Warbler

The Canada Warbler (*Cardellina canadensis*) is a small, vibrantly hued songbird featuring bluish-grey upperparts and tail complemented by bright yellow underparts. The head displays a bluish tone with a black forehead and "sideburns," forming a unique necklace pattern of black stripes across the chest. The Canada Warbler breeds in deciduous and coniferous forest types, typically favouring wet environments with a well-established and dense shrub layer. The thick understory vegetation is crucial to concealing Canada Warbler nests, which are usually situated on or near the ground, often on mossy logs or roots, along stream banks, or on hummocks (MECP, 2023).

The Canada Warbler is currently designated as Special Concern provincially under the ESA (2007) and does not receive specific habitat or individual species protection.

Eastern Wood-Pewee

The Eastern Wood-Pewee is a small forest bird that grows to about 15 cm long. Adults are generally greyish-olive on their upper parts and pale on the under parts with pale bars on their wings. (MECP, 2014). The Eastern Wood-Pewee has a distinctive, clear, three-part song, usually recorded as "pee-ahwee." The Eastern Wood-Pewee lives in the mid-canopy layer of forest clearings and edges of deciduous and mixed forests. It is most abundant in intermediate-age mature forest stands with little understory vegetation. This bird is often observed perched in an upright position. It eats mostly small, flying insects (MECP, 2014).

The Eastern Wood-Pewee is currently designated as Special Concern provincially under the ESA (2007) and does not receive specific habitat or individual protection.

2.3.8 Fish Habitat

Records available through the MNR website Fish ON-Line indicate that the Oak Lake contains the following nine (9) fish species: Brown Bullhead (*Ameirus nebulosus*), Largemouth Bass (*Macropterus salmoides*), Smallmouth Bass (*Macropterus dolomieu*), Rock Bass (*Ambloplites rupestris*), Pumpkinseed (*Lepomis gibbosus*), Bluegill (*Lepomis macrochirus*), Walleye (*Sander vitreus*), Yellow Perch (*Perca flavescens*) and White Sucker (*Catostomus commersonii*). This fish community reflects a mix of cold and warm water environments, likely due to varying lake depths and habitat types.

The Department of Fisheries and Oceans (DFO) Aquatic Species at Risk Map showed no aquatic SAR or critical SAR habitat for at risk fish and/or mussel species present.

Given their significance, development is prohibited within fish habitat areas and any development proposed on lands adjacent to identified fish habitat will require an EIS to demonstrate that there will be no negative impacts on the quality or capacity of the habitat areas. For development adjacent to fish habitat, the adjacent lands are defined as all lands occurring within 120 m of the feature boundary.

3.0 Field Observations

The Study Property was visited on June 3rd, 2024. The purpose of the field visit was to verify information acquired through existing documentation and to gather additional Study Property-specific information. Specifically, the observation of physical and ecological relationships between the subject property and the terrestrial and aquatic habitat, documentation of additional flora and fauna, and the assessment of the Study Property for the presence of SAR and their habitat were conducted.

3.1 Topography and Drainage

The Study Property has lands sloping northerly towards Oak Lake. The most level area is at the center where a flat area approximately 25 meters wide contains the current seasonal dwelling, the deck, and a small lawn area. Several rock outcrops are also present surrounding the flat central area (Photo 1). To the west of the dwelling, the land slopes gently prior to levelling out before reaching to water. This portion of the property has a natural shoreline. The shoreline in front of the existing dwelling contains a wooden deck, a small set concrete steps and a floating dock. These structures are in good condition and do not interfere with the natural processes of Oak Lake. No drainage channels, watercourses, or areas of erosion were observed during field activities.

3.2 Wetlands

Field observations indicated that there were no areas of pooling or standing water, and there was no prevalence of species indicative of a wetland environment. As noted above, the slope of the land allows all water to drain from the Study Property with no areas to collect, and therefore no wetland community was identified on the Study Property.

3.3 Vegetation Classification

In total, one (1) distinct vegetation community exists on the Study Property. The Ecological Land Classification (ELC) System for Southern Ontario (Lee, et al., 1998) was used to classify the vegetation community on the property. Definitions of vegetation types are derived from the ELC for Southern Ontario First Approximation Field Guide (Lee, et al., 1998) and the revised tables.

3.3.1 Terrestrial Vegetation Classification

Mixed Forest EcoStudy Property Type

Mixed forest communities are characterized by tree cover of greater than 60%, with coniferous and deciduous species each making up 25% or greater of the total canopy cover. These communities succeed on a variety of substrates and exist in multiple species combinations.

Dry - Fresh White Cedar – White Birch (Paper Birch) Mixed Forest type (FOM4-1)

The canopy at the Study Property contains many mature White Birch (*Betula papyrifera*), with large-toothed aspen (*Populus grandidentata*) and silver maple (*Acer saccharinum*) also present. The sub-canopy is dominated by Eastern White Cedar (*Thuja occidentalis*) with many paper birch, and an assortment of other tree species including Eastern White pine (*Pinus strobus*), American Basswood (*Tilia americana*), Eastern Hemlock (*Tsuga canadensis*), White Ash (*Fraxinus americana*), and Scots Pine (*Pinus sylvestris*). The understory and groundcover in the area is primarily lawn, maintained through mowing, although areas of forested slopes have been left for natural regeneration to take place.

3.4 Fauna

3.4.1 Fish Habitat

Fish habitat was identified around along the shoreline where Oak Lake consisted of water depths starting at approximately 0.5 meters dropping off to approximately two (2) meters or deeper at three (3) meters out from shore (Photo 2). The substrate is sand and gravel, with occasional cobble or larger boulders. No evidence of sedimentation or in-filling was noted. In-water vegetation was sparse at the time of the field investigations. There was good amounts overhanging vegetation from shoreline cedars and some wood cover was identified (Photo 3). No fish were observed in this area at the time of the field visit.

3.4.2 Mammals

The property is likely used by an assortment of small mammals and potentially some transiting furbearing mammals. There were no reported cases of bats using the seasonal dwelling or the outbuildings by the Client, and the trees on the Study Property are not likely

used as roosting habitat for bats as they are, for the most part, of a smaller size with smooth bark, but bats may use the shoreline or open areas for nocturnal foraging.

Due to the location of the Study Property, wildlife populations are not anticipated to be using the property as a key habitat component. There is minimal habitat available on the small property. No dens, tracks, or other evidence of wildlife was observed.

Attracting raccoons and/or bears should be avoided so that they do not become habituated. Garbage should be kept contained when outdoors and should be transferred regularly to a designated waste management facility, to discourage interaction between wildlife and domestic waste.

3.4.3 Amphibians and Reptiles

Suitable habitat was not found on the Study Property for amphibian breeding, although forage and cover areas were identified. No pools of standing water or wetland areas are present on the property and there is only modest aquatic vegetation present along the shoreline. There was less available cover for turtles, although it can be assumed that they swim along the shoreline while foraging. Suitable habitat exists in Oak Lake. Turtles may use the existing gravel laneway for nesting (Photo 4), but the amount of ongoing domestic activity would likely preclude this.

3.4.4 Avifauna

Nine (9) species of birds were recorded during the evening field visit, namely: Great-crested Flycatcher (*Myiarchus crinitus*), Red-eyed Vireo (*Vireo olivaceus*), Eastern Phoebe (*Sayornis phoebe*), Song Sparrow (*Melospiza melodia*), Blue Jay (*Cyanocitta cristata*), American Robin (*Turdus migratorius*), Black-capped Chickadee (*Poecile atricapillus*), Pine Warbler (*Setophaga pinus*) and Blackburnian Warbler (*Setophaga fusca*). The subject property appears to provide suitable habitat for a small selection of bird species, particularly those able to use small forest patches or lakeshore areas. Forest habitat fringes a small amount of manicured lawn, and therefore use of this area by bird species would be limited to those able to tolerate human disturbance. Existing conditions in respect to the availability of interior forest habitat are not expected to change significantly as a result of the development. It is recommended that tree clearing be kept to a minimum in order to maintain existing bird habitat.

4.0 Evaluation of Proposed Development

The proposed development is minor in scope and consists of a westerly extension of the seasonal dwelling of an approximately 20 m x 15 m addition for living space. The existing septic will be unaffected, the current driveway will continue to be used without any modification, and no mature trees exist in the footprint of the proposed extension.

4.1 Fish Habitat

Evaluation of conditions at the Study Property and available natural resources information suggest that Oak Lake provides habitat for an assortment of fish. The habitat appears to be in good condition at present and capable of supporting multiple fish species.

The exposure of soils during construction of the cottage expansion has the potential to result in a small amount of soil runoff to the lake. The Study Property is currently fairly well vegetated at the water's edge with moderate tree cover between the proposed construction area and the water. This provides an area for any runoff to be slowed and absorbed before reaching the lake. The risk of impact can be further minimized by limiting vegetation clearing and the area of soil disturbance to the greatest extent possible.

The area proposed for the building expansion is currently an open area and there is potential for impact due to the increase in hardened area on the Study Property (rooftop) may slightly increase the possibility of runoff to the lake and the erosion of soil particles. The impacts of this alteration to the current conditions could be mitigated by increasing vegetative cover in other areas between the proposed expansion and the lakeshore. An increase in woody vegetation in these areas will increase runoff retention capacity and soil stability, thereby mitigating potential impacts to the lake. Additionally, planting trees or shrubs along the shoreline will increase overhanging vegetation and shade for fish.

4.2 Wetlands

The field observation activities completed at the Study Property did not identify any wetland areas on or adjacent to the Study Property. No impacts to wetlands are expected to occur due to the proposed work as none are located downgradient or contiguous to the proposed expansion.

4.3 Species at Risk

Species listed as Endangered or Threatened on the SARO list are protected under the provincial Endangered Species Act, 2007 (ESA). Section 9(1) of the ESA prohibits a person from killing, harming, harassing, capturing or taking a member of a species listed as, threatened or extirpated on the SARO list. Section 10(1) of the ESA prohibits the damage or destruction of habitat of species listed as endangered or endangered threatened on the SARO list. The PPS also protects Special Concern species that do not receive specific habitat or individual protection through designation of their habitat as Significant Wildlife Habitat (SWH).

The potential for the historically documented SARs recorded in the vicinity of the Study Property to be using the habitat currently available both on the Study Property and within the adjacent 120m lands to the Study Property is summarized in Table 1.

Table 1: Potential Species at Risk and Habitat Assessment in Immediate Area of Proposed Development at 119 FR 63C, Oak Lake

Species at Risk (within 1 km of Site)	SARO	SARA	Preferred Habitat	Habitat Potential (High, Moderate, Low, None)
Eastern Whip-poor-will <i>(Antrostomus vociferus)</i>	THR	SC	The Eastern Whip-poor-will is found in areas with a mix of open and forested areas, such as savannahs, open woodlands or openings in mature, deciduous, coniferous and mixed forests, where it lays its eggs directly on the forest floor. The Whip-poor-will forages in open areas.	Low on the Subject Property, as the only open area on the Study Property surrounds the seasonal dwelling. The probability of Eastern Whip-poor-will nesting is low due to ongoing domestic activities, although the possibility exists that they might forage over the Study Property. Moderate for roosting and nesting in the adjacent 120 m forested lands.
Canada Warbler <i>Cardelina canadensis</i>	THR	THR	The Canada Warbler breeds in deciduous and coniferous, usually wet, forests, all with a well-developed, dense shrub layer. Dense shrub and understory vegetation help conceal Canada Warbler nests that are usually on or near the ground on mossy logs or roots, along stream banks, or on hummocks.	None on the Subject Property, as the majority is cleared space lacking shrubs. Low in the adjacent 120 m forested lands as the understory is not well-developed or dense.
Wood Thrush <i>Hylocichla mustelina</i>	SC	THR	Wood Thrush live in mature deciduous and mixed forests. They seek moist stands of trees with well-developed undergrowth and tall trees for singing perches. Wood Thrush prefer large forests but will also use smaller stands of trees. They build their nests in living saplings, trees or shrubs, usually in Sugar Maple or American Beech.	None on the Subject Property, as the majority is cleared space lacking shrubs. High in the adjacent 120 m forested lands.
Eastern Wood-Pewee <i>Contopus virens</i>	SC	SC	The Eastern Wood-Pewee lives in the mid-canopy layer of forest clearings and edges of deciduous and mixed forests. It is abundant in intermediate-age mature forest stands with little understory.	None on the Subject Property, as the majority is cleared space lacking trees. High in the adjacent 120 m forested lands.
Eastern Milksnake <i>Lampropeltis triangulum</i>	NAR	SC	Milksnakes can be found in a variety of habitats but tend to use open habitats such as rocky outcrops, fields and forest edge. In rural areas this snake may be common, especially around barns where they thrive on the abundant mice. The Eastern Milksnake hibernates underground, in rotting logs or in the foundations of old buildings.	Moderate on the Subject Property as rocky outcrops, forest edge and buildings are available, although ongoing domestic activities may discourage snake activity. Low in the adjacent 120 m forested lands.

*End = Endangered; THR = Threatened; SC = Special Concern listings for both provincial Species at Risk in Ontario (SARO) and federal Species At Risk Act (SARA). NAR = Not At Risk.

4.4 Water Resources

4.4.1 Flood Attenuation

Runoff from the Study Property may increase slightly with the expansion of impermeable surface (i.e. building roof). Measures to increase infiltration of run-off from these surfaces should be encouraged and, where possible, included for the cottage expansion. Measures may include maintaining vegetation on the adjacent slopes and increasing woody vegetation through targeted plantings. Eavestrough downspouts should be directed to grassed or vegetated areas (such as flower beds) and not onto laneways or roadways, to allow for infiltration of the run-off into the ground.

4.4.2 Water Quality

The exposure of soils during construction of the cottage expansion has the potential to result in a small amount of soil runoff to the lake. The Study Property is currently fairly well vegetated with mature tree cover between the proposed construction area and the water. This provides an area for any runoff to be slowed and absorbed before reaching the lake. The risk of impact can be further minimized by limiting vegetation clearing and area of soil disturbance to the greatest extent possible.

4.5 Mitigation of Anthropogenic Influences

Increases in development and human use of natural areas increase the likelihood of impacts to local ecology in a number of ways. Certain natural areas are more sensitive than others to anthropogenic pressures associated with development; dependant on area size, fragmentation and existing environmental stressors.

4.5.1 Erosion Potential

Measures should be installed between exposed soils and the lake to ensure that no soil is washed into the waterbody. Particular care should be taken to address steep slopes, potential drainage paths, and any other areas where water may channel or pool. Measures must be maintained in good working order until the area has been successfully revegetated.

Any observed overland drainage channels originating from the development area, that may or may not have arisen as a result of erosion, should pass through a strawbale check dam and/or silt fence prior to discharge into the lake. Water entering the lake should be clear and free of suspended sediment. Sedimentation as a result of erosion can have severe impacts on fish habitat and spawning areas, water temperature, nutrient contributions and water clarity.

4.5.2 Noise and Artificial Lighting

Noise is not expected to significantly increase as a result of the cottage expansion. Use of this property will remain residential and unlikely to cause additional disturbance to wildlife in the area.

Artificial lighting can have an impact on nocturnal movement of wildlife. To minimize impacts to wildlife it is recommended that outdoor lights be operated on timers, rather than by motion detection. Bulb wattage should be as low as practical while meeting the needs of the owners and intent of the lighting.

4.5.3 Invasive Species

Invasive species are becoming problematic throughout Ontario and have the ability to adversely impact our natural landscapes. Invasive species tend to spread rapidly and out compete indigenous species, resulting in the displacement of indigenous species from their ecological niche. Typically, invasive species do not have a natural predator, parasitism or disease in their new environment, so populations are able to increase without significant limitation.

The species that are the most common to the area that could potentially impact this property include; dog-strangling vine (*Cynanchum rossicum*), garlic mustard (*Alliaria petiolata*), and Japanese knotweed (*Reynoutria japonica*). The following actions are recommended to ensure that the property does not become adversely impacted by invasive species:

1. Revegetate with species native to the local area.
2. Request fill and compost from reputable sources that are conscious of the potential for the spread of invasive species via these media.

3. Get to know the most common invasive species in the area. Brush off or clean any shoes, boots and equipment that have come into contact with invasive species before returning to the property.
4. Immediately eradicate invasive species if they are observed on the property. Do not compost invasive species.
5. Do not dispose of lawn or garden clippings in the forest to avoid species introductions.
6. Use existing trails. This practice will reduce human contact with invasive species thereby reducing the potential for seeds and vegetative matter to be transported to other locations where invasive species may then become established.

Roads and trails act as conduits for the spread of invasive species and as such the spread of these species is difficult to control.

4.6 Potential Encounters with Fauna

Vegetation clearing on the Study Property should occur outside the breeding bird season, which is from May 1st to August 31st in any given year. Where feasible, construction should take place outside this period. In the event that construction is planned during the breeding season, the area should be investigated for the presence of breeding birds and nests containing eggs and/or young prior to the start of construction. Active nests should be left undisturbed until young have fledged or the nest is determined to be unsuccessful. Nesting birds are protected under the Migratory Birds Convention Act (1994).

During any future construction activities at the Study Property, the area should be checked for turtles and snakes. If any individuals are encountered, they should be photographed and allowed time to move out of harm's way. Observations should be reported to the MNRF immediately. While the Study Property does not provide ideal habitat for turtle species, workers should be aware of the nesting season for turtles which is April 1st to October 31 of any given year.

4.7 Restoration Plantings

Plantings of woody vegetation along the shoreline of the Study Property could provide increased bank stability and infiltration of run-off, while increasing visual appeal. This will also help mitigate any resulting impacts to lake water quality from the increased cottage.

Plantings should occur in the spring or fall to maximize survival. The following native species are recommended as suitable for this Study Property:

- Sweet Gale (*Myrica gale*): Low shrub, 0.5 to 1.5 m tall, spreads by suckers; branches slender, ascending, brown. Leaves are firm and fragrant. It grows well on lake shores.
- Slender-leaved Meadowsweet (*Spiraea alba*): This shrub produces spikes of attractive white flowers throughout the summer, attracting birds and butterflies. Meadowsweet is known to thrive on lakeshores and only reaches a maximum height of 1.0 to 1.5 meters tall preventing the obstruction of sight lines.
- Red-osier Dogwood (*Cornus stolonifera*): Damp soils, 1.5 to 2.5 m in height, full sun. Shrub has attractive red branches that are beautiful year-round. Produces clusters of white flowers in the early summer and white berries later in the summer. A very common species of shrub found along shorelines and ditches.

The following recommendations are applied to the proposed development:

1. Native vegetation surrounding the proposed building envelope should remain intact to the greatest extent possible.
2. Riparian planting of native shrubs along the lakeshore should be incorporated into the Study Property plan.
3. Prior to any physical development of the Study Property, locations of all structures and associated infrastructure must be staked in the field.
4. Machinery or construction materials should not be stored outside of the existing cleared area during the development process.
5. Recommendations to reduce the likelihood of the spread of invasive species outlined in Section 4.5.3 should be adhered to.
6. Though not identified in the field inventories, any subsequently identified Species at Risk discovered on the property will be left undisturbed as dictated by the Endangered Species Act, 2007. Be vigilant for nesting turtles as of April 1 until hatching occurs in the late fall. If any individuals are encountered, they should be photographed and allowed time to move out of harm's way. Observations should be reported to the MNRF immediately.

6.0 Closing

In conclusion, potential negative impacts to the ecological function of the Study Property associated with the proposed development as described herein, are expected to be minimal provided that the recommendations outlined in Section 4.0 are adhered to. The information presented demonstrates that the proposed expansion will not adversely affect the ecological integrity or function of the provincially significant natural heritage features adjacent to the Subject Property as per guiding provincial and Municipal policies.

Respectfully submitted by:



Ann Rocchi, M.Sc.
Aquatic and Terrestrial Ecologist

R4consulting@eastlink.ca

References

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- Ontario Ministry of Natural Resources. (2010). *Natural Heritage Reference Manual for Natural Heritage Policies of the Provincial Policy Statement, 2005*. Second Edition: Queen's Printer for Ontario.
- Queen's Printer for Ontario. (2020). Provincial Policy Statement. Ontario.
- The Township of Havelock-Belmont-Methuen Pre-Consultation Notes. December 2023. 2 pgs.
- The Township of Havelock- Belmont-Methuen Official Plan. December 2015. 145 pgs.

Appendix A

Correspondence and Study Maps

Appendix B

Study Property Photographs



Photo 1: View of current seasonal dwelling, the flat central area for expansion and surrounding rock outcrops. View looking south towards Oak Lake. Photo taken June 3,



Photo 2: View of Oak Lake from the Study Property.
View looking north. Photo taken June 3, 2024.



Photo 3: View of current wooden deck and native trees providing overhanging shade along the shoreline. View looking west. Photo taken June 3, 2024.



Photo 4: Existing gravel laneway does not require realignment for the seasonal dwelling expansion. View looking north. Photo taken June 3, 2024.

Corporation of the Township of Havelock-Belmont-Methuen

By-law Number 2025 - 022

Being a by-law to adopt the estimates for 2025, to establish and adopt tax rates, and to provide for a minimum tax.

WHEREAS Section 312(1) of the *Municipal Act*, R.S.O. 2001, c.25, as amended, provides that the council of a local municipality shall in each year prepare and adopt estimates of all sums required during the year for the purposes of the municipality;

AND WHEREAS Section 312(2) of the *Municipal Act*, R.S.O. 2001, c.25, as amended, by Bills 106,149,160,164 and 16 provides that the council of a local municipality shall, after the adoption of the estimates for the year, pass a by-law levying a separate tax rate on the assessment in each property class;

AND WHEREAS Sections 307 and 308 of the *Municipal Act*, R.S.O. 2001, c.25, as amended, requires tax rates to be established in the same proportion to tax ratios, and;

AND WHEREAS the 2025 levy for all purposes has been established in accordance with Schedule "A" attached hereto; and;

AND WHEREAS certain regulations require reductions in certain tax rates for certain classes or subclasses of property;

AND WHEREAS Section 355(1) of the *Municipal Act*, R.S.O. 2001, c.25, as amended, provides that the council of a municipality may by by-law provide for a minimum tax;

NOW THEREFORE the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

1. That the estimates of all sums required during the year 2025 for the purposes of the municipality, including cost of policing, requiring a levy of \$8,082,534, for the General tax rate, be hereby adopted.

Township of Havelock-Belmont-Methuen	
2025 Net Tax Levy	
Description	2025 Approved Budget
Administration	\$1,298,903
Council	\$287,416
Animal Control	\$8,052
Building	
<i>Building</i>	\$254,546
<i>Bylaw</i>	\$41,020
	\$295,566
Cemetery	\$63,735
Conservation Authorities	\$341,942
Facilities	\$229,947
Fire	\$863,112
Library	\$104,292
Parks, Recreation & Facilities	
<i>Recreation Administration</i>	\$388,606
<i>Parks Operating</i>	\$356,950
	\$745,556
Planning and Development	\$157,427
Police	\$1,358,432
Public Works	
<i>PW - Administration</i>	\$956,727
<i>PW - Operations</i>	\$949,251
	\$1,905,978
Sewer	
Waste	
<i>Waste Administration</i>	\$212
<i>Transfer Stations</i>	\$408,754
	\$408,966
Water	
Source Water	\$13,210
	\$8,082,534

2. That tax ratios to apply for local municipal purchases for each of the property classes be:

Township of Havelock-Belmont-Methuen	
2025 Tax Ratios by Property Class	
Description	2025 Tax Ratio
Commercial	1.09860
Farmland	0.25000
Landfill	1.01000
Industrial	1.54320
Industrial Aggregate Extraction	1.25571
Multi-Residential	1.00000
New Multi-Residential	1.00000
Pipeline	0.93860
Residential	1.00000
Managed Forests	0.25000
Exempt	

3. That the tax ratios to apply for municipal purposes, for each of the subclasses prescribed under paragraph 1 of Subsection 8 (1) of the Assessment Act, be reduced as follows:
- a. Commercial Vacant Land and Excess Land subclasses – 30%
 - b. Industrial Vacant Land and Excess Land subclasses – 35%

2. That the following General municipal tax rates be adopted:

Township of Havelock-Belmont-Methuen 2025 Municipal Tax Rates		
Description	Tax Class and Qualifier Code	Municipal
Commercial Taxable	CT,XT	0.006115570
Comm Vacant and Excess Land	CV, CU, CY, CZ, CX, XU	0.004280900
Farmland	FT	0.001391670
Landfill	HF	0.005622360
Industrial Taxable	IT, JT, IH	0.008590520
Ind Vacant and Excess Land	IU, IX, JU	0.005583840
Multi-Residential	MT	0.005566690
New Multi-Residential	NT	0.005566690
Pipeline	PT	0.005224900
Residential	RT	0.005566690
Managed Forests	TT	0.001391670
Exempt	E	

4. That the estimates of all sums required during the year 2023 for the purposes of the HBM Village Area municipality, be hereby adopted.

2025 HBM Village Area Levy	
Reserve contribution	\$ 97,030
Garbage Collection	\$ 50,000
	\$ 147,030

3. That the following Village Area municipal tax rates be adopted:

RTC	TAX RATE
RESIDENTIAL (RT)	0.1526060%
MULTI RES (MT)	0.1526060%
NEW MULTI RES (NT)	0.1526060%
FARMLAND (FT)	0.0381520%
COMMERCIAL (CT)	0.1676530%
COMMERCIAL VAC EXCESS (CU)	0.1173570%
COMMERCIAL VACANT (CX)	0.1173570%
COMMERICAL NEW CONST (XT)	0.1676530%
INDUSTRIAL (IT, IH)	0.2355020%
INDUSTRIAL VAC EXCESS (IU)	0.1530760%
INDUSTRIAL VACANT (IX)	0.1530760%
LANDFILL (HF)	0.1541320%
MANAGED FOREST (TT)	0.0381520%
PIPELINE (PT)	0.1432360%

4. That where the sum of the taxes for which any person is chargeable in any year for municipal, school, local improvement and other purposes, upon any real property assessed in one parcel to the same owner would according to the assessment thereon be less than \$25.00, the sum of such taxes shall be deemed to be \$25.00, and shall be so entered on the collector's roll, and the difference between the sum that would have

been entered but for this section and the sum of \$25.00 shall form part of the general funds of the municipality.

7. The first installment of the interim levy shall become due and payable on the 31st day of March, 2025. The second installment of the interim levy shall become due and payable on the 30th day of May, 2025.
7. The first installment of the final levy shall become due and payable on the 31st day of July, 2025; Second installment of the final levy shall become due and payable on the 1st day of October, 2025 and non-payment of the amount, as noted, on the dates stated in accordance with this section, shall constitute default.
8. On all taxes of the levy which are default, a penalty of 1.25 percent shall be added on the 1st day of default and on the 1st day of each and every subsequent month the default continues, until December 31, 2025.
9. On all taxes in default on January 1st, 2025, interest shall be added to the principal amount of taxes owing at the rate of 1.25 percent per month for each month or fraction thereof in which the default continues.
10. Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy. The Tax Collector has no authority to waive or alter penalty and interest.
11. The collector shall mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
12. That taxes shall be payable, in Canadian funds, at the Township of Havelock-Belmont-Methuen Municipal Office; by mail with a money order or current/postdated cheques; financial institution at the teller; through 'telebanking' or 'internet banking'; or through pre-arranged payment plans.
13. Pre-authorized payment enrollment is available, with no interest charges or fees, for those who may be concerned about meeting due dates.

Read a first, second, and third time and finally passed this 18th day of March, 2025.

Jim Martin, Mayor

Robert V. Angione, Clerk

**The Corporation of the
Township of Havelock-Belmont-Methuen**

By-law Number 2025 – 023

Being a by-law to appoint Weed Inspectors for the Township of
Havelock-Belmont-Methuen.

WHEREAS the Weed Control Act, R.S.O. 1990, Chapter W.5, Section 8(1) states that municipalities may by by-law appoint one or more persons as municipal weed inspectors; and

WHEREAS the Township of Havelock-Belmont-Methuen as a matter of course appoints the County of Peterborough Weed Inspector(s) to act as the Township of Havelock-Belmont-Methuen Weed Inspector(s); and

WHEREAS the County of Peterborough adopted By-law No. 2025-09 on March 5, 2025 to appoint Bill Linnen, Jenna Humphrey and Donnie Johnston as the County Weed Inspectors;

NOW THEREFORE the Council of The Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

1. That Bill Linnen, Jenna Humphrey and Donnie Johnston are appointed Weed Inspectors for the Township of Havelock-Belmont-Methuen.
2. If any provision of this by-law is in conflict with the provisions of a previous by-law, the provisions of this by-law shall prevail.
3. That all previous by-laws pertaining to the appointment of Weed Inspectors for the Township of Havelock-Belmont-Methuen are hereby rescinded.
4. That this By-law comes into full force and effect on date of passing.

Read a first, second and third time and finally passed in Open Council on the 18th day of March, 2025.

Jim Martin, Mayor

Robert V. Angione, Clerk

**Corporation of the
Township of Havelock-Belmont- Methuen**

By-law Number 2025 - 024

Being a by-law to confirm the proceedings of the Regular Meeting of the Council of the Township of Havelock-Belmont-Methuen held on March 18, 2025.

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 eighteenth day of March, 2025 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 18th day of March, 2025.

Jim Martin, Mayor

Robert V. Angione, Clerk