

**THE MUNICIPALITY OF NORTH PERTH
COUNCIL AGENDA**



Date: November 18, 2024
Time: 7:00 pm
Location: Municipality of North Perth Council Chambers

Pages

1. CALL TO ORDER

Council Chambers at the Municipal Office is open to the public to attend Council meetings. This meeting will be live streamed on the Municipality's YouTube channel. For more information on how you can view the Council meeting, please contact clerks@northperth.ca.

2. O CANADA

3. LAND ACKNOWLEDGEMENT STATEMENT

"We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship."

4. COUNCIL RECOGNITIONS

5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

6. CONFIRMATION OF THE AGENDA

7. CONSENT AGENDA

Items listed under the Consent Agenda are considered routine, may require discussion but not action on the part of Council. Consent items are received in one motion. Council members may request that one or more items be removed for further action.

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8. PUBLIC MEETINGS/PUBLIC HEARINGS/DELEGATIONS

Communications (written and verbal) addressed to Council will become part of the public record.

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13.	NOTICE OF MOTION	
14.	ANNOUNCEMENTS	
15.	CLOSED SESSION MEETING	

In accordance with Section 239(2)(e) of the Municipal Act, a Closed Session pertaining to:

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; **regarding Ontario Land Tribunal Case OLT-24-000792 (1020 Walton Ave N).**

16. REPORTING OUT

17. CONFIRMATORY BY-LAW

17.1 105-2024 Confirmatory By-law

321

18. ADJOURNMENT

Regular Council Meeting – November 4, 2024
Municipality of North Perth Council Chambers

Members Present	Mayor Todd Kasenberg Deputy Mayor Doug Kellum Councillor Lee Anne Andriessen Councillor Neil Anstett Councillor Sarah Blazek Councillor Matt Duncan Councillor Dave Johnston Councillor Marc Noordam Councillor Matt Richardson Councillor Allan Rothwell
Staff Present	CAO Kriss Snell Clerk/Legislative Services Supervisor Lindsay Cline Manager of Facilities Jeff Newell Manager of Development & Protective Services/Fire Chief Janny Pape Manager of Strategic Initiatives Jessica McLean Treasurer Ashton Romany Manager of Operations Matt Ropp Deputy Clerk/Committee Coordinator Sarah Carter Technology Services Technician Simon Deweerd Perth County Planner Nathan Garland Perth County Senior Planner Moira Davidson
Others Present	Mark Nonkes, Huron County Local Immigration Partnership Manager Caroline Baker, Baker Planning

1. CALL TO ORDER

Mayor Kasenberg called the meeting to order at 7:00 p.m.

2. O CANADA

3. LAND ACKNOWLEDGEMENT STATEMENT

Mayor Kasenberg stated, “We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”

Mayor Kasenberg noted the passing of Senator Murray Sinclair who led Canada’s work in the Truth and Reconciliation Commission.

4. COUNCIL RECOGNITIONS

5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

5.1 Councillor Johnston declared pecuniary interest on items 8.2, 12.3 and 17.1 because he is an Officer of a corporation that owns abutting land.

6. CONFIRMATION OF THE AGENDA

Resolution No. 378.11.24

Moved By Sarah Blazek Seconded By Matt Richardson

THAT: The Agenda for tonight's meeting be approved.

CARRIED

7. CONSENT AGENDA

- 7.1 October 21, 2024 Regular Council Meeting Minutes
- 7.2 Amendment to By-law 106-2023, North Perth Procedure By-law
- 7.3 Q3 North Perth Financial Review
- 7.4 Q3 Building, Site Plan and Bylaw Activity Update.
- 7.5 September 10, 2024 Perth County OPP Detachment Police Services Board Meeting Minutes
- 7.6 September 26, 2024 Perth County OPP Detachment Police Services Board Meeting Minutes
- 7.7 September 24, 2024 Perth County Joint Accessibility Advisory Committee Meeting Minutes
- 7.8 GRCA Summary of the General Membership Meeting - October 25, 2024
- 7.9 AMDSB Board Meeting Highlights - October 22, 2024
- 7.10 MVCA Membership Minutes - September 18, 2024
- 7.11 Notice of Adoption of an Official Plan by the Corporation of the County of Perth
- 7.12 Notice of Complete Application for a County of Perth Official Plan Amendment - OPA 233
- 7.13 Bluewater Recycling Association Board of Directors Meeting Highlights - October 17, 2024
- 7.14 Establishment of an Ontario Rural Road Safety Program
- 7.15 Town of Petawawa Resolution re: OPP Costs 2025
- 7.16 Township of Larder Lake Resolution re: AMO Canada Community-Building Fund
- 7.17 Township of Larder Lake Resolution re: Government Regulation of Nicotine Pouches
- 7.18 Municipality of St. Charles Resolution re: Funding for OPP
- 7.19 Municipality of St. Charles Resolution re: Support for Ontario's Forest Sector
- 7.20 Municipality of St. Charles Resolution re: Resume the Assessment Cycle

Resolution No. 379.11.24

Moved By Allan Rothwell **Seconded By** Marc Noordam

THAT: The Council of the Municipality of North Perth directs staff to prepare a letter to the Perth County Planning Department requesting an update regarding the new Official Plan, including rationale for policy changes related to the Eden Grove Property, and to identify any other properties that may have been impacted through the adoption of the new official plan.

CARRIED

Resolution No. 380.11.24

Moved By Lee Anne Andriessen **Seconded By** Neil Anstett

WHEREAS official statistics from the Government of Ontario confirm that rural roads are inherently more dangerous than other roads;

AND WHEREAS, despite only having 17% of the population, 55% of the road fatalities occur on rural roads;

AND WHEREAS, rural, northern, and remote municipalities are fiscally strained by maintaining extensive road networks on a smaller tax base;

AND WHEREAS, preventing crashes reduces the burden on Ontario's already strained rural strained health care system;

AND WHEREAS, roadway collisions and associated lawsuits are significant factors in runaway municipal insurance premiums. Preventing crashes can have a significant impact in improving municipal risk profiles;

THEREFORE, BE IT RESOLVED THAT the Municipality of North Perth requests that the Government of Ontario take action to implement the rural road safety program that Good Roads has committed to lead. It will allow Ontario's rural municipalities to make the critical investments needed to reduce the high number of people being killed and seriously injured on Ontario's rural roads; and

FURTHER THAT the Municipality of North Perth requests that the Government of Ontario invests in the rural road safety program that Good Roads has committed to lead.

FURTHER THAT a copy of this resolution be forwarded to Premier Doug Ford, Hon. Prabmeet Sarkaria, Minister of Transportation, Hon. King Surma, Minister of Infrastructure, Hon. Rob Flack, Minister of Agriculture, Hon. Lisa Thompson, Minister of Rural Affairs, Hon. Trevor Jones, Associate Minister of Emergency Preparedness and Response, and Hon. Sylvia Jones, Minister of Health, and Good Roads; and

FURTHER THAT this resolution be circulated to all municipalities in Ontario requesting their support.

CARRIED

Resolution No. 381.11.24

Moved By Doug Kellum **Seconded By** Matt Richardson

THAT: Consent Items 7.1 to 7.20 be received for information and the minutes of the October 21, 2024 Regular Council Meeting be adopted.

CARRIED

8. PUBLIC MEETINGS/PUBLIC HEARINGS/DELEGATIONS

8.1 Delegation from Mark Nonkes - Huron-Perth Immigrant Survey

Mark Nonkes of the County of Huron Immigration Partnership provided a summary of the presentation.

8.2 Public Meeting to Consider Draft Plan of Subdivision NP24-01 & Zoning By-law Amendment Z06-2024

Councillor Johnston exited the Council Chambers due to his previously declared pecuniary interest.

Council recessed from 7:42 p.m. – 8:51 p.m. for the purpose of a public meeting under the *Planning Act*. Minutes of the public meeting are attached as Schedule “A”.

Resolution No. 382.11.24

Moved By Sarah Blazek **Seconded By** Matt Duncan

THAT: The Council of the Municipality of North Perth DEFERS a decision on draft plan of subdivision NP01-24 and Zoning By-law Amendment Z06-2024, until the November 18, 2024 Council Meeting.

CARRIED

Councillor Johnston returned to the Council Chambers.

Council recessed from 8:55 p.m. - 9:03 p.m.

9. REPORTS

9.1 Manager of Corporate Services

9.1.1 2022 Financial Statements

Ferruccio Da Sacco, BDO provided a summary of the report and financial statements.

Resolution No. 383.11.24

Moved By Allan Rothwell **Seconded By** Matt Richardson

THAT: The Council of the Municipality of North Perth receives the 2022 Financial Statements Report for information purposes; and further;

THAT: the Council of the Municipality of North Perth approves the Municipality of North Perth 2022 Consolidated Financial Statements and the 2022 Cemetery Care and Maintenance Trust Fund Financial Statements; and further;

THAT: the Council of the Municipality of North Perth authorizes the Mayor and Treasurer to sign the Letters of Representation with BDO Canada LLP for their audit and accounting services regarding the 2022 Consolidated Financial Statements and the 2022 Cemetery Care and Maintenance Trust Fund Financial Statements.

CARRIED

9.2 Manager of Facilities

9.2.1 Memorial Park Pool – Project update

Scott Robinson, Principle and Director of Design, Architects Tillmann Ruth and Robinson provided a summary of the presentation.

Resolution No. 384.11.24

Moved By Matt Duncan **Seconded By** Doug Kellum

THAT: The Council of the Municipality of North Perth endorses the proposed design and site location of the new Memorial Park Pool with staff submission of a revised timeline for project completion as part of the 2025 budget discussion;

AND THAT: The current Listowel Kinsmen Public Pool undergoes a temporary renovation to continue operations until the new pool is constructed;

AND THAT: Staff are directed to apply for Community Sport and Recreation Infrastructure Fund – Stream 2 funding for a new outdoor pool build.

CARRIED

9.2.2 Repairs OPP North Perth Detachment

Resolution No. 385.11.24

Moved By Dave Johnston **Seconded By** Allan Rothwell

THAT:

The Council of the Municipality of North Perth directs staff to proceed with investigation and remediation of the health and safety emergency plumbing concerns at the OPP detachment at 330 Wallace Ave. North in Listowel.

CARRIED

9.3 Manager of Development & Protective Services

9.3.1 Commencement of Housekeeping Amendment to the North Perth Zoning By-law 6-ZB-1999

Resolution No. 386.11.24

Moved By Allan Rothwell **Seconded By** Marc Noordam

THAT: North Perth Council receives the report dated November 4, 2024, entitled "Commencement of Housekeeping Amendment to the North Perth Zoning By-law 6-ZB-1999"; and

THAT: North Perth Council authorizes Planning staff to initiate a housekeeping amendment to the North Perth Zoning By-law 6-ZB-1999, as amended.

CARRIED

9.4 Manager of Strategic Initiatives

9.4.1 Listowel BIA Memorandum of Understanding

Resolution No. 387.11.24

Moved By Matt Richardson **Seconded By** Neil Anstett

THAT: The Municipality of North Perth be authorized to enter into a Memorandum of Understanding (MOU) with the Listowel Business Improvement Area;

AND THAT: The Mayor and Clerk be authorized to execute the MOU included as an attachment to this report.

CARRIED

10. COUNCIL REPORT REQUESTS

11. CORRESPONDENCE

12. BY-LAWS

Resolution No. 388.11.24

Moved By Matt Richardson **Seconded By** Matt Duncan

THAT: The following By-laws are hereby passed:

- 97-2024, being a by-law to amend the Boards & Committees Appointments By-law 147-2022; and
- 98-2024, being a by-law to amend the Procedure By-law 106-2023.

CARRIED

12.1 97-2024 Amendment to Boards & Committee Appointments

12.2 98-2024 Amendment to the Procedure By-law

13. NOTICE OF MOTION

14. ANNOUNCEMENTS

Councillor Andriessen announced that Women of Distinction Event is being held Saturday November 9th at the Listowel Ag. Hall. Tickets are available on Perth-Huron United Way Website.

Councillor Noordam advised that the Operating Budget meeting will be held on November 13th.

Councillor Rothwell announced that there will be a Remembrance Service in Atwood on Sunday November 10th.

Mayor Kasenberg announced that the Listowel Remembrance Day Service will be held on November 11th, details are available online.

15. CLOSED SESSION MEETING

Resolution No. 389.11.24

Moved By Marc Noordam **Seconded By** Matt Richardson

THAT: Council proceeds "In Camera" at 10:21 p.m. to address a matter pertaining to the following:

- a proposed or pending acquisition or disposition of land by the municipality or local board; **regarding property described as Con 2 Lot 22 Pt Lot 21, Wallace, North Perth.**

CARRIED

Resolution No. 390.11.24

Moved By Neil Anstett **Seconded By** Lee Anne Andriessen

THAT: The minutes of the October 21st, 2024 Closed Session Meeting of Council be adopted.

CARRIED

Resolution No. 391.11.24

Moved By Sarah Blazek **Seconded By** Matt Richardson

THAT: The "In Camera" session is now adjourned at 10:28 p.m. and that Council reconvenes into regular open Council.

CARRIED

16. REPORTING OUT

Mayor Kasenberg advised that Council discussed the matter that was identified in the enabling resolution and no direction was given to staff during the closed session.

17. CONFIRMATORY BY-LAW

Councillor Johnston exited that Council Chambers due to his previously declared pecuniary interest.

17.1 100-2024 Confirmatory By-law

Resolution No. 392.11.24

Moved By Lee Anne Andriessen **Seconded By** Matt Duncan

THAT: By-law 100-2024, being a by-law to confirm generally previous actions of the Council of the Municipality of North Perth, is hereby passed.

CARRIED

Councillor Johnston returned to the Council Chambers.

18. ADJOURNMENT

Resolution No. 393.11.24

Moved By Allan Rothwell **Seconded By** Matt Richardson

THAT: The Council meeting adjourns at 10:33 p.m. to meet again for general Council business on Monday, November 18, 2024 at 7:00 p.m.

CARRIED

Mayor

Clerk

SCHEDULE “A”

**RECORD OF PROCEEDINGS OF THE PUBLIC MEETING HELD IN THE
MUNICIPALITY OF NORTH PERTH COUNCIL CHAMBERS ON MONDAY,
NOVEMBER 4, 2024**

Members Present Mayor Todd Kasenberg
 Deputy Mayor Doug Kellum
 Councillor Lee Anne Andriessen
 Councillor Neil Anstett
 Councillor Sarah Blazek
 Councillor Matt Duncan
 Councillor Marc Noordam
 Councillor Matt Richardson
 Councillor Allan Rothwell

Mayor Kasenberg was the Chairperson.

**Public Meeting to Consider Draft Plan of Subdivision NP24-01 & Zoning By-law
Amendment Z06-2024**

Public meeting began at 7:42 p.m.

Perth County Planner Nathan Garland provided a summary of the application and staff report.

Planner Garland and Clerk Cline advised that notification of the public meeting was circulated on October 14, 2024 in accordance with the *Planning Act*.

All correspondence received was included in the agenda package.

No one spoke in support of the application.

Anne Alden, owner of property located at 29 Winchester Cres. Spoke in opposition to the application. Ms. Alden noted the following concerns;

- Ms. Alden’s property, and neighbouring properties, have a 4m easement at the back of the property that prevents them from planting trees, building fences, sheds, etc. to block view of potential apartment building
- Paid a premium for these lots on Winchester, building an apartment building on Block 124 (also referenced as Block 17) will significantly decrease their home value
- An apartment building will block the sun in backyards
- Subdivision could be adjusted to better adhere to the Listowel Official Plan
- Proposal does not have sufficient parking
- Block 124 should be parkspace instead of multi-unit residential
- Walking path between developments would be beneficial for families and children
- Requested that Block 124 (Block 17) not be rezoned R5
- Is Council satisfied with the insufficient servicing on Kincaid, who will pay for upgrades to servicing required by this Development

In response to comments provided by Ms. Alden the following comments were made:

- CAO Snell advised that any infrastructure improvements that may be required will be the responsibility of the developer.

- Councillor Rothwell sought clarification regarding the purpose of the easement. Ms. Alden confirmed that it was for drainage.

Caroline Baker, Baker Planning Group spoke on behalf of the owner/applicant. A summary of the presentation was provided to Council.

Council asked questions/commented on the following:

- Although property owners on Winchester paid a premium for the lots, adjacent property owner cannot be penalized for a promise made by a previous seller with no connection to the adjacent privately owned property;
- Request for a deferral on a decision regarding this application to allow additional time to consider all information that was presented to Council;
- Updated County Official Plan places the commercial portion of this property in Neighbourhood Commercial rather than Highway Commercial which is being requested. CAO Snell and Ms. Baker advised that the Official Plan that was recently adopted by Perth County Council is not in force and effect yet. Ms. Baker advised that in accordance with the current OP, this portion remains Highway Commercial;
- Are Block 139 (woodlot) and Block 128 (walkway) being conveyed to the Municipality, if so, are they being counted towards parkland dedication? Planner Garland advised that the woodlot is not being included in parkland and the walkway/trail may be;
- How many stories are permitted in the proposed R5 zone with a 12m height restriction? CAO Snell advised that the Zoning By-law restricts the height of building and not the number of stories permitted;
- Why is high density being proposed backing onto existing Winchester properties, can this block be moved somewhere else in the development;

Applicant, Don De Jong Principal of Tridon Management commented that it is important for the application to proceed in a timely manner.

Public meeting ended at 8:51 p.m.

BIA MEETING MINUTES

Date: September 11, 2024
Time: 7:30 am
Location: North Perth Municipal Building - Committee Room
330 Wallace Avenue North, Listowel

Members Present Sean Eaton
Doug Kellum, Deputy Mayor
Scott Patterson
Matt Ash
Alana McEachern
David Dickey
Deborah Bigam-McNaughton
Ashton Romany, Treasurer

Staff Present Alyssa Kuepfer, BIA Coordinator
Kim Kowch, North Perth Economic Development Officer
Sarah Carter, Recording Secretary

1. Call to order

Chair Patterson called the meeting to order at 7:30 a.m.

2. Land Acknowledgement Statement

“We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”

3. Declarations of pecuniary interest

There were none.

4. Approval of minutes of previous meeting

4.1 July 10, 2024 Listowel BIA Meeting Minutes

Moved by: Sean Eaton **Seconded by:** Alana McEachern

THAT: The minutes of the July 10, 2024 BIA Meeting be approved as amended, to include Ashton Romany in the attendance.

5. **Business Arising from minutes**

There was none.

6. **Economic Development Update - Kim Kowch, North Perth Economic Development Officer**

Kim Kowch provided an update on North Perth Economic Development Activities, including:

Facade Improvement - continuing to receive applications for both 2024 and 2025 construction. Deadline for applications is December 2, 2024.

Housing Accelerator Fund (HAF) - eligible applicants are those who applied to round 1 and were unsuccessful, North Perth qualifies. Total funding for round two is \$400 million. North Perth is in the process of submitting an application.

Community Improvement Plan (CIP) - has been approved, including implementation plan. Currently the budget for 2024 is \$75,000. Applications are now being accepted with a deadline of December 2, 2024. Applications will be evaluated on a first come first served basis. More information is available on the municipal website.

Set 7 - Partnered with Library to offer drop in conversation circles, ESL courses are beginning in early October, ESL programs are continuing in Palmerston, Safe Food Handling Course scheduled for October 3rd. Home daycare, working at heights, forklift training are being scheduled for the fall.

Rural Economic Development Funding – The Municipality applied for funding and was successful. The project is called *North Perth Innovation and Business Centre*. Details are limited at this time due to restrictions put in place by the funding provider.

Public Art - survey launched in August, over 100 responses. The intent is that the feedback will help inform the investment in public art across North Perth. Economic Development staff will be seeking additional feedback from the youth age range that was under-represented in the survey results.

7. **Perth County Economic Development Update**

Perth County Economic Development provided a written report which is attached as Schedule "A" to these minutes.

8. Coordinator's Report - Alyssa Kuepfer, BIA Coordinator

8.1 General Updates

Alyssa provided a summary of the coordinator's report, including:

- October 24th is the North Perth Chamber Business Excellence Gala – Members were advised to let Alyssa know if they want to participate as a BIA Director. Businesses wanting to attend are directed to contact the Chamber of Commerce directly.
- There are two new businesses in Listowel - Farmhouse Table is coming soon to 957 Wallace Ave. N., Noah's Pizza just had their grand opening in downtown Listowel.
- Branding project has been completed
- Sponsored Blackburn Radio's Daycation with \$200 Shop Local Dollars
- Summer Sale Days - ribbons and lawn signs were placed in the downtown to promote the event. In 2024 there were 28 businesses participating during summer sale days. There were 5 prizes of \$100 each for ballots dropped off at participating businesses. 42% of participation was from Listowel based on postal code tracking on the ballots.
- Summer Block Party - event was quite successful, kids activities were well received. Alyssa noted that there some changes that will be made for future events. Total expense was \$7,964, originally budgeted for \$5000.00.

Projects in progress:

Remembrance Day - working with the Legion to get banners installed for full month starting in mid-October.

Trick or Treat Trail - October 26 from 10 – 1, event will happen rain or shine, character meet and greet at Character Square with Library lobby being made available as rain location.

Small Business Feature - October 21 - 26 is Ontario Small Business Week

Deck the Halls Planning - November 29 (4-8 p.m.) and November 30 (9-1pm). Introducing an outdoor vendor market for the 2024 event. Considering food trucks located on Argyle Avenue on a partial road

closure similar to the Summer Block Party. Carsons are interested in offering sleigh rides again - tickets will be offered through EventBrite again this year. Have reached out to Listowel Lions to see if they're available to offer volunteer support for carriage rides. Alyssa is seeking live music options. North Perth Library has been contacted to offer a kids activity during the event.

Holly Jolly Loyalty Card - encourages people to shop around Listowel, looking to increase prize money from \$1,000 in 2023 to \$2,000 for 2024.

Business and Residents Decorating Contest - would like to proceed with this again in 2024.

8.2 Projects for Approval/Discussion

8.2.1 Umbrella Purchase

At past meetings, the BIA has discussed purchasing umbrellas for Character Square (downtown parkette). The umbrellas are offered through Maglin and the design of the umbrella is sturdy construction, aluminum. The option presented it the only option available. There is an opportunity for three umbrellas to be erected in the parkette. The design is available in multiple colours including blue, yellow and orange which would be consistent with BIA colours adopted in the recent branding update. The Municipality would need to budget for purchase in 2025, it would be a budgeted item with the funding source noted as BIA Funds. Ashton advised that in accordance with municipal policy, projects over \$10,000 requires Council approval. Municipal staff recommending one colour for all three umbrellas, BIA Coordinator is recommending three different colours; dark blue, yellow and orange. Discussion occurred regarding cost and colour recommendations.

Moved by: Alana McEachern **Seconded by:** Deborah Bigam-McNaughton

THAT: The BIA approves transferring the total cost of \$12,000 to the Municipality, from reserves, for the purchase of three umbrellas for Character Square.

AND THAT: The BIA recommends that the Municipality purchases one umbrella in each colour; dark blue, yellow and orange.

CARRIED

8.2.2 Activities to Consider for 2025

2025 Budget Discussions - Draft budget is scheduled to go to Council in December. Alyssa will have a draft budget available for the board to consider at the November BIA meeting.

Currently the proposed budget items include:

- Canada Day Banner Maintenance
- 150th Community Designed Banners
- Paddyfest Temporary Photo Installation
- Community Spring Clean
- Listowel Summer Block Party
- Summer Sale Days
- Trick or Treating
- Deck the Halls
- Holly Jolly Loyalty Card Program

Discussion occurred regarding whether or not the BIA should be supporting public art installations. Kim advised that the BIA would be able to access the data collected through the public art survey. Alyssa to investigate and include funds for public art in 2025 budget.

9. Financial Report

Moved by: Alana McEachern **Seconded by:** Sean Eaton

THAT: The financial report be accepted for information.

CARRIED

10. Council Update - Doug Kellum, Deputy Mayor

Deputy Mayor Kellum provided a Council update, including:

- Received Community Risk Assessment as prepared by the Manager of Development and Protective Services/Fire Chief
- After several delegation requests, and a public survey, it was decided that ATVs would not be permitted on North Perth trails
- Adopted North Perth Attainable Housing CIP

- NEMP Development Charges and Municipal Wide Development Charges were adopted
- First Budget meeting was held in September

11. Correspondence

There was none.

12. Other Business

There was none.

13. Adjourn

Moved by David Dickey **Seconded by:** Alana McEachern

THAT: The meeting adjourns at 8:24 a.m.

CARRIED

CHAIR

SECRETARY



Delegation Report Listowel BIA Board

To: Chair Patterson and Members of Listowel BIA Board

Meeting Date: September 11, 2024

Prepared By: Perth County Economic Development, Tourism & Transportation Staff

Subject: Economic Development, Tourism and Transportation Q3 Update (September 2024)

EXECUTIVE SUMMARY:

This report provides an overview of recent developments and accomplishments within Perth County's Economic Development and Tourism programs, highlighting the continued growth and success of key initiatives.

Our BR&E program has seen significant growth, with increased business tours, features (Planted in Perth County), and ongoing support for local businesses. Staff have been instrumental in assisting businesses with funding applications, facilitating connections with ministry staff, and acting as a primary contact for updates and outstanding inquiries. A notable achievement was the successful Employer/Educator Roundtable held in June, which brought together over 30 educators, 13 businesses, and several industry staff to discuss workforce development—a top priority for our department.

Workforce development remains a critical focus, with ongoing promotion of the Workforce Attraction and Retention Employer Toolkit (WARET) and our free Welcoming Communities training program for businesses. Additionally, the "People of Perth County" series is a spin off from our Perth4Youth profiles and will continue to highlight stories of local youth and other demographics who have found their place in the community. The People of Perth County series further showcases the vibrant life that can be cultivated in our communities. This campaign is programed to officially launch in the fall.

Tourism promotion efforts have been robust, with nearly 44,000 Tourism Brochures, 1,000 Farm Gate Maps, and 600 Cycle Maps distributed. The Tourism Economic Impact/Visitation Data Analysis project, funded by RTO4, is currently in its first phase and will provide essential insights into the economic contributions of tourism to Perth County. This study will analyze tourism expenditures by sector and community, offering a comprehensive

understanding of its impact on employment, revenue generation, and the overall economic multiplier effect.

Our tourism offerings continue to expand with the launch of our 16th Signature Experience, featuring Apple Picking at Applebottom Orchards in North Perth. Additionally, four new farm gate itineraries have been developed, promoting participating farm gates and experiences across each municipality. The digital farm gate map has been enhanced with two new filters—allowing users to search by municipality and product type—offering a more personalized shopping experience. The upcoming "Shareworthy Moments" initiative will further enrich our Discover More Adventures Signature Experiences Program by encouraging local tourism businesses to create or enhance visually appealing, culturally significant, and emotionally engaging experiences that visitors will want to share online.

PC Connect has been actively promoted through targeted marketing campaigns, highlighting the affordability and convenience of the service. This includes a locally focused campaign during the summer and another targeting larger urban centers, emphasizing the cost-effective transportation options available. Outreach efforts to employers and organizations have identified potential modifications to routes and timings that could better meet community needs. Additionally, a PC Connect insert was included in the quarterly HPPH newsletter, a vital communication tool for the Mennonite and Anabaptist communities.

These initiatives collectively underscore our department's commitment to fostering economic growth, enhancing workforce development, and promoting Perth County as an exceptional place to live, work, and visit.

UPDATES:

Business Retention Expansion and Attraction

Business Retention and Expansion Survey Follow-Up

Follow-up continues with businesses who completed the 2023 BR+E mail-out and online survey. Businesses identified the need for marketing and promotion assistance, networking opportunities and information on grants/funding and business supports. Individual businesses are being supported with their needs as they relate to workforce, commercial/industrial space, funding programs, etc. Some immediate insights/outcomes from the survey responses include:

- 4 business tours completed
- 1 upcoming Business Tour
- 31 Business Features Completed (*Planted in Perth County*)
- Upcoming Breakfast Before Business Networking Event

Business Tours

Business tours are an important tool for economic development staff and council members, offering several benefits that contribute to local economic growth and community development. Participants receive first hand understanding of the local business, insight into operations, connection to economic trends, fostering open communication between the municipality and business, which helps with collaborative problem solving. Recent business tours include D&S Downham Equipment, Woodcock Transportation Group, Feeney Design Build and two North Perth businesses, Between the Lines and LTI.

Business Features (*Planted in Perth County*)

The development of Perth County Business Features is an initiative that supports the marketing and promotion needs of businesses identified through the BR+E and helps showcase businesses that may not otherwise be highlighted on our tourism pages, a business tour and/or other initiatives. Sharing and posting business features promote local economic growth, attracts new investments, and enhances community engagement. By highlighting successful businesses, we can strengthen the local brand, foster pride, and encourage residents to support local.

Business Development and Business Supports

Staff continue to support a number of business development projects across Perth County. This includes existing businesses looking to expand their footprint, add staff, and expand their product offerings. Support for these business development projects range from facilitating applications to upper levels of government funding programs (ex. Southwestern Ontario Development Fund), connections with ministry staff, and acting as a point of contact for updates and outstanding inquiries. A comprehensive review of Perth County's online Business Directory was completed during Q2 with 259 businesses added and 309 businesses updated. The updated Business Directory assists staff with business support and development through integration with our CRM and Constant Contact email application to share our Perth County newsletters and targeted communication on available funding & programs. The updated Business Directory listings are also critical as they serve as the first result on Google and other search engines for businesses that do not maintain their own website.

Entrepreneurship Programs and Training

Foodpreneur Advantage Program – This is an ongoing 10-week training program for food entrepreneurs and food manufacturers looking to grow their business offered in partnership with the Stratford Perth Centre for Business and through the London Small Business Centre. Participants are able to take part in all or selected training seminars that relate to their business need. The first intake of

the program included seven Perth County food entrepreneurs with a second intake and round of training that started on August 22nd.

Employer/Educator Roundtable

The Employer Educator Roundtable was held on June 7th. The event provided an opportunity for local employers and educators from the AMDSB and Mitchell District High School to connect for a facilitated discussion about fostering connections and increasing collaboration to support student outcomes. In attendance were 13 local employers, over 30 educators and a number of industry representatives. Some of the outcomes from the discussion included improved communications through sharing contacts, student placement opportunities and an opportunity to engage students, parents and employers through a career-fair event.

Investment Attraction

Staff continue to pursue new investments to support a diverse and growing local economy that supports a healthy industrial tax base, local employment and replacement of exiting industries/employers. Membership with the Southwestern Ontario Marketing Alliance (SOMA) continues to be staff's primary vehicle for outbound FDI through cost-shared lead generation activities and tradeshow, leveraged through funding from the Invest Canada Communities Initiatives program. The 2024 tradeshow to date include NPE (Plastics) and Hannover Messe (Industry & Technology), as well as JSAE (Automotive) with 50+ meetings completed. Staff continue to support a number of inbound investment inquiries through MEDJCT, real estate agents and site selection professionals to facilitate a match with suitable available lands, landowners and private developers.

People and Workforce Development Programming & Activities

Workforce Attraction and Retention Employer Toolkit (WARET)

WARET is a collection of free resources for local employers and includes templates, sample policies, checklists and how-to guides developed from best practices from across the country on topics such as flexible work arrangements, co-housing arrangements, health & wellness programs, employee recognition programs and more. This online resource helps alleviate some of the local workforce challenges by providing a single source for implementable tools that can be used or easily adapted by businesses of any size or industry. To date, a total of 113 users have registered for access to the online portal which houses the toolkit, and staff continue to look for opportunities to leverage and share the toolkit, including an application to speak at the Rural Talks to Rural Summit.

Welcoming Communities Training

Staff continue to promote this free training offering to local businesses. The training includes online modules developed in partnership with Fanshawe's Corporate Training Solutions and Intercultural Competency Advantage Program. Training modules include:

1. Essentials of Intercultural Competency.
2. Effective Intercultural Communications.
3. Power Dynamics and Systemic Discrimination.

Employment Engagement Profiles (*People of Perth County*)

This project is a spin off from our previously developed Prosper in Perth County youth profiles showcasing career opportunities available across a variety of industries to support youth retention. The campaign was used to highlight stories of Perth County youth/young professionals who had built their careers in Perth County. This included those who had left to pursue post-secondary education or other career opportunities and returned, those who had built a successful career from within Perth County, and all of the lifestyle, economic and social factors that factored into their decisions. The People of Perth County series has been developed to continue telling the stories of Perth County youth and other demographics who have found their place in Perth County. The Planted in Perth County Series serves as an example of the great life that can be developed in our communities.

Job Fairs and Workforce Engagement

Staff supported the iFarm event in Stratford on June 11, this event saw 628 students from across the AMDSB. During the community BBQ staff took the opportunity to promote careers in agriculture and the impact of agriculture in Perth County to 800 attendees. Staff continue to offer job fair partnership opportunities to local employers through Job Fairs Canada.

University of Waterloo Economic Development/Tourism Projects- Year 2

Perth County regularly participates in the University of Waterloo Economic Development Program (EDP) as a host community for their Year 1 and Year 2 case study projects. The University of Waterloo EDP provides economic development professionals from across Canada with an immersive, week-long educational opportunity to engage in courses offered by leading economic development academics and practitioners, and includes a case study component. Professionals in the program visit their assigned community and bring their expertise & experience to help solve case study projects for host communities. Perth County submitted two case studies and hosted two groups on June 6th from the Year 2 Tourism cohort. Students completed research and did an analysis for a stand-alone tourism website as well as best practices for tourism promotion marketing amalgamation.

Destination Development and Destination Marketing Programming & Activities

Media & Advertising

Division staff continue to market Perth County as a top tourism destination in Ontario through various strategic media partnerships and advertising opportunities. To date, staff have booked and/or submitted advertisements, advertorials, blogs, social posts, and more in the following locations:

- Canadian Cycling Magazine
- Stratford Festival Visitor Guide
- 401 ONRoute Summer Fun Guide
- Globe and Mail Explore Ontario Summer Edition
- Culinary Tourism Alliance (Ontario Culinary)
- CGLCC Rainbow Registered Guide
- North Perth Summer Guide
- Globe and Mail Explore Ontario Fall Edition

Discover More Tourism Brochure

In addition to our initial distribution of Discover More Tourism Brochures to 34,132 local and surrounding households, and 150 local locations (including municipal offices, libraries, and featured businesses), promotional materials have been continuously distributed throughout Perth County and beyond.

In total, we distributed just under 44,000 Tourism Brochures, 1,000 Farm Gate Maps and 600 Cycle Maps. Promotional assets were mailed to targeted Ontario Travel Information Centres.

Social Media Promotion

Traffic to our social media pages has increased since the last quarter:

- Perth County Tourism has visited and promoted 68 unique businesses on our social channels since May
- Perth County Tourism Facebook page visits have increased 15%
- Perth County Tourism Instagram page visits have increased 39%
- Perth County Tourism Instagram reach has increased 294%
- Our social channels have gained 500 new followers

This growth can be partially accredited to our most recent social media influencer collaboration with CuratedKW. This video, themed 'Girls Day in Perth County' saw:

- 48,000 views
- 1,756 post interactions, and
- Reached 29,144 unique accounts

In October, Explore Ontario – an account with 271K followers, will be visiting Perth County for a curated ‘Family Fall Fun’ influencer trip.

Economic Impact and Visitation Data Analysis Project

Our County wide Tourism Economic Impact and Visitation Data Analysis Project with RTO4 is currently in its first phase. This project aims to collect Perth County-specific tourism visitation data to establish a baseline for informed decision making and sustainable development. The first phase includes conducting primary research across the County in the form of an intercept survey. RT04 and Perth County have hired Forum Research to manage this project. Forum Research collected 300+ survey responses over 10 locations between August 26th and September 2nd. Based on the data collected in the intercept survey, Forum Research will begin the data analysis and economic modeling. Forum Research has access to a number of different data sources, including geo-indicator data, expenditure reports, accommodation information, and visitor demographics.

The study will also provide a comprehensive understanding of the economic contribution of tourism to Perth County, including employment generation, revenue generation, and the overall economic multiplier effect. This research will provide vital data on tourism expenditures by sector and community, highlighting the aggregate impact.

Discover More Adventures Signature Experiences

The Discover More Adventures Experiential Tourism Program remains a key element of Perth County Tourism’s destination development and destination marketing efforts, with 15 active Signature Experiences.

The opening of The Perth Farmhouse’s Sip and Graze Experience marked one of our most successful Signature Experience launches to date; garnering media attention from several local outlets including CTV News. The promotional video saw over 10K plays, with 367 unique engagements.

Our 16th Signature Experience launched in the first week of September, featuring Apple Picking at Applebottom Orchards. Their opening day was September 7th.

Discover More Flavour Program

Perth County Tourism continues to build on ongoing agritourism development and marketing efforts, including expanding and enhancing the Discover More Flavour Farm Gate Map program that currently has 85 active participants. New versions of the Bakery Trail and Farm Gate Itineraries have been updated and

published, including: Animal Encounters, Fruits and Flowers, Vegetable Exploration, Meat and Cheese Tour, Pick-Your-Own, and Syrup, Jam and Honey.

We have developed four farm gate itineraries, promoting participating farm gates and experiences within each municipality. In addition to adding four new farm gate program participants, our digital farm gate map has been updated to include two additional filters; users can now search by municipality and product type for a more tailored shopping experience.

Shareworthy Moments Initiative

The Shareworthy Moments Initiative will be kicking off in the coming weeks. This project is intended to be an addition to our Discover More Adventures Signature Experiences Program. This project offers local tourism businesses and destinations the opportunity to implement or enhance 'shareable moments' at their locations. 'Shareable Moments' refers to experiences or attractions that are visually appealing, culturally significant, or emotionally engaging, prompting tourists to capture and share them online. In the first phase of this project, we'll be launching an online application form for local businesses to submit ideas. Adding these enhancements throughout Perth County will not only enhance marketing efforts, drive customer engagement, and contribute to the overall success and profitability of local destinations but also foster a sense of community pride and identity. These economic benefits extend beyond immediate revenue and encompass a holistic and sustainable approach to destination development and tourism growth.

By enhancing and diversifying local tourism offerings, Perth County is increasing their ability to attract urban tourists, attract tourists during shoulder seasons, and extend visitor stays - all benefiting the bottom line of local operators.

Mobility 2.0 Programming & Activities

PC Connect Marketing & Advertising

A locally targeted PC Connect campaign was conducted over the summer on social media to highlight the affordability of PC Connect to get to local points of interest for only \$6. A similar campaign targeting larger urban centres where PC Connect's intercommunity route services was also launched highlighting the \$12 rides. Titled 'Hop on Board' the campaign generated a significant number of views and engagement, introducing PC Connect to new potential riders. The campaign had a total reach of 49,338 and generated 1566 link clicks on the Rural Route ads alone.

Videos from the ‘People of PC Connect’ campaign continue to be rolled out across Perth County social media channels to encourage ridership and highlight how the service has supported residents with access to essential services, employment opportunities, education, healthcare, and social connections. In addition to showcasing the impact of PC Connect locally, the ‘People of PC Connect’ series can also support continued advocacy for funding.

Active outreach to employers and organizations who can benefit from partnerships with PC Connect continues to be a high priority in addition to public awareness marketing. Engagement and meetings with mobility service providers, long-term care facilities and other employers around PC Connect’s current service have identified some potential modifications to routes and timings that could better support their transportation needs. This outreach includes meetings, presentations and outreach with potential partners including the United Way Perth Huron, Knollcrest Lodge, Huron Perth Public Health, Mitchell & Area Community Transit, Perth County Information Network (Library Association), West Perth Community Connections and the Stratford & District Human Resource Professionals Association. A PC Connect insert was included in the quarterly HPPH newsletter which is a key source of information for members of the Mennonite and Anabaptist communities.

PC Connect Ridership

PC Connect’s Rural Route continues to see ridership growth on both a monthly and annual basis having delivered 14,776 rides to date. Monthly ridership hit an all-time high in May 2024 with 767 rides and there were 747 rides in July, the second highest month to date. The three-month rolling average stands at 716.7 monthly rides at the end of July 2024, up from 514.7 monthly rides at the end of July 2023. At the current rate, PC Connect is projected to reach approx. 7968 rides for 2024, a 49.2% increase from 2023. A summary of 2024 ridership to date is shown below:

Month	# of Rides 2024	Change in Rides from 2023	# of Monthly Riders (3-Month Rolling Average)
January	542	+253 (87.5%)	488.0
February	641	+368 (134.8%)	544.0
March	637	+172 (37.0%)	606.7
April	678	+278 (69.5%)	652.0
May	767	+269 (54.0%)	694.0
June	636	+126 (24.7%)	693.7
July	747	+211 (39.4%)	716.7

PC Connect Sustainability and Financials

The Community Transportation Steering Committee met on July 4th to receive an update and established a meeting date of September 19th to discuss project sustainability and potential recommendations for County Council consideration.

Advocacy efforts are ongoing for continued provincial funding for PC Connect by staff and SCT members. The SCT had requested delegation status with the Minister of Transportation and other ministers at the AMO Conference to advocate on behalf of CT recipients for continued funding beyond March 31, 2025, changes to the Gas Tax formula which disadvantages rural transit systems and more information on the previously announced Ontario Transit Investment Fund (OTIF).

The total provincial funding allocation for the PC Connect service is \$2,467,464.18. A deficit of approximately \$60,000 is being projected for the current operating year, which would be realized in early 2025 and could be funded through the transportation reserve established at the outset of the project.

Upcoming Business Events

- Breakfast Before Business at Hoovers Maple Syrup – September 26, 2025
7:30am-9:00am
- To Register: <https://www.eventbrite.ca/e/953925525927?aff=oddtcreator>

North Perth Economic Development Advisory Committee Meeting Minutes

Date: September 11, 2024
Time: 3:30 pm
Location: North Perth Municipal Building
Committee Room

Members Present Lee Anne Andriessen
Todd Kasenberg
Andrew Coghlin
Alicia McClure
David Meulensteen
Tanya Terpstra
Neil Anstett (Remote)

Staff Present Kim Kowch, North Perth Economic Development Officer
Grace Murakami, North Perth Economic Development
Coordinator (Recording Secretary)
Jessica McLean, Manager of Strategic Initiatives
Kriss Snell, Chief Administrative Officer
Matt Cardiff, North Perth Agricultural Specialist
Clara Leney, Perth County Tourism Officer

1. Call to Order

Chair Andriessen called the meeting to order at 3:31pm.

2. Land Acknowledgement Statement

“We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land; may we all live with respect on this land and live in peace and friendship.”

3. Approve Agenda / Additions to the Agenda

Moved by: Neil Anstett **Seconded by:** Andrew Coghlin

THAT: The agenda be approved.

CARRIED.

4. Declarations of Pecuniary Interest

There were none.

5. Review and Approval of Previous Meeting Minutes

Moved by: Alicia McClure **Seconded by:** Tanya Terpstra

THAT: The minutes of the May 21st, 2024, North Perth Economic Development Advisory Committee meeting be approved.

CARRIED.

6. Correspondence

The group reviewed items 6.1 NPAAAC Minutes and 6.2 Respectful Workplace Policy. It was asked that details from agenda item 9, the Roundtable Discussion, from the NPAAAC Minutes be shared with NPEDAC through a staff update to help inform and guide their initiatives.

Moved by: Andrew Coghlin **Seconded by:** Todd Kasenberg

THAT: The information from items 6.1 NPAAAC Minutes and 6.2 Respectful Workplace Policy be received for information.

CARRIED.

7. Tourism / Destination Animation

The North Perth Economic Development Officer presented the initial results of the North Perth Public Art Survey, there was strong overall engagement, though youth participation was lower than expected. Staff plan to focus on targeted outreach to address this.

Survey responses show strong interest in beautifying public spaces and choosing public art that can inspire and uplift.

The committee discussed the value of passive vs. interactive public art, the importance of creating art that fosters connection across age groups, and successful initiatives from other municipalities.

It was noted that partnerships with local artists and organizations could enhance the project.

The committee recommended including an \$80,000 budget allocation for the 2025 Capital Budget to support the Public Art Project.

Moved by: Alicia McClure **Seconded by:** Todd Kasenberg

THAT: Staff be directed to explore potential partnerships with local organizations as the Public Art project progresses.

AND THAT: Staff include \$80,000 in the 2025 Capital Budget process to be allocated for the North Perth Economic Development Advisory Committee's Public Art Project.

CARRIED.

8. North Perth Economic Development Update (Kim Kowch)

The North Perth Economic Development Officer (EDO) provided updates on several key initiatives, including the successful Character Square grand opening and the status of the Façade Improvement Program (FIP). Other updates covered Driftscape activities, including recent events and the Farm Gate Tour, as well as progress on the Workforce Attraction Branding Project. The EDO also discussed Set7 updates such as the partnership with the North Perth Library for newcomer conversation circles. Additionally, updates were shared on the Agricultural Excellence Strategy and ongoing developments related to the Housing Action Plan and Attainable Housing Initiative.

Moved by: Andrew Coghlin **Seconded by:** David Meulenstein

THAT: The North Perth Economic Development Update be received for information.

CARRIED.

9. Perth County Economic Development Update (Clara Leney)

The Perth County Economic Development update highlighted several key business and tourism initiatives. This included two successful business tours at Listowel Technology Inc. and Between The Lines, as well as updates to the Perth County website, featuring an enhanced business directory. The Perth County Business Retention & Expansion (BR&E) program highlighted thirty-one business features, with nine located in North Perth. The sixteenth Signature Experience at Apple Bottom Orchard in North Perth was also

announced. Other updates included a comprehensive overhaul of the Farm Gate Map, a data analysis project measuring tourism's economic impact, and the Shareworthy Moments initiative. Additionally, the PC Connect transport service update sparked group discussions about the program's future, goals, and operational costs.

Moved by: Andrew Coghlin **Seconded by:** Tanya Terpstra

THAT: The Perth County Economic Development Update be received for information.

CARRIED.

10. Sector / Citizen Contributions (Chair)

Discussion by committee members included the Façade Improvement Program and its impact since the start of the program, as well as Physician recruitment, noting the need for strong local efforts and how community vibrancy can help attract doctors.

11. Adjournment

Moved by: Alicia Mclure **Seconded by:** David Meulenstein

THAT: The NPEDAC adjourns the meeting at 5:07p.m.

CARRIED.

"Lee Anne Andriessen"

CHAIR

"Grace Murakami"

SECRETARY

**NORTH PERTH COMMITTEE OF ADJUSTMENT
MEETING MINUTES**

Date: October 15, 2024
Time: 7:00 pm

Members Present Bruce Wilken, Chair
 Brad Gibson
 Duane Duck
 Teresa O'Reilly
 Earle Mayes

Members Absent Robert McLean

Staff Present Sarah Carter, Secretary-Treasurer

1. CALL TO ORDER

Chair Bruce Wilken, called the meeting to order for the North Perth Committee of Adjustment on Tuesday October 15th, 2024, at 7:00 p.m. held in the North Perth Municipal Office - Council Chambers.

2. LAND ACKNOWLEDGEMENT STATEMENT

Chair Wilken stated, "We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship."

3. REGULAR MEETING:

3.1 Approve/amend Agenda

Moved by Brad Gibson Seconded by Earle Mayes

THAT: The meeting Agenda for tonight's meeting, be approved.

CARRIED

3.2 Disclosure of pecuniary interest and the general nature thereof.

No one present declared a pecuniary interest with items on the Agenda.

3.3 Adoption and signing of the minutes as circulated.

Moved by Duane Duck **Seconded by** Earle Mayes

THAT: The minutes of the August 20, 2024 meeting be adopted as printed and earlier distributed and be signed by the Chair and the Secretary.

3.4 Business arising from the minutes

There was no business arising from the minutes.

3.5 Statement of Precedent

Chair Wilken read the statement of precedent, "that any decision reached by this Committee tonight cannot be used to set a precedent."

4. NEW BUSINESS:

4.1 Application for Minor Variance (File No. A05-2024) by Steve Greguol and Jen Rose for property legally described as Part Lot 5 and 6, Plan 258, Atwood

Planner Nathan Garland provided a summary of the application and staff report.

No one spoke in opposition.

No one spoke in support.

The applicants provided a brief explanation of the project.

The following comments/questions were asked by the Committee:

- Is there a way to ensure that the sight triangle will be maintained.
Planner Garland advised that this would be maintained through the building permit application process.

Moved by Teresa O'Reilly **Seconded by** Brad Gibson

THAT: The North Perth Committee of Adjustment **approve** application file MV5-2024, submitted by Steve Greguol and Jen Rose, for lands described as Part Lot 5 and 6, Plan 258, in Atwood, municipally known as 132 Fisher Avenue, as it relates to:

1. Relief from Section 10.5.5 to reduce the minimum exterior side yard width from 6 m (20 ft) to 2.43 m (8 ft) to facilitate the construction of a 1-storey attached garage, subject to the following condition:
 - i. That a building permit be applied for and obtained within 18 months of the minor variance approval.

- ii. That a lot grading and drainage plan is submitted and approved to the satisfaction of the North Perth Building Department.

CARRIED

4.2 Application for Minor Variance (File No. A06-2024) by MHBC on behalf of Terra Park Developments for property legally described as Block 39 Plan 44M-10, Listowel

Planner Nathan Garland provided a summary of the application and staff report.

No one spoke in opposition.

No one spoke in support.

The applicant's agent, Pierre Chauvin of MHBC, spoke in support of the application. Mr. Chauvin requested clarification from Planner Garland regarding the site plan condition in the recommendation. Planner Garland advised that conversations are ongoing regarding the site plan requirements, wording has been left vague to accommodate the result of these discussions.

The following comments/questions were asked by the Committee:

- Discussion regarding the newly created lot line between the severed and retained properties. CBO McMullen advised that a limiting distance agreement may be required, this could be added as a condition.

Moved by Brad Gibson Seconded by Teresa O'Reilly

THAT: the North Perth Committee of Adjustment **approve** application file MV6-2024 submitted by Pierre Chauvin on behalf of Terra Park Developments for lands described as Block 39 Plan 44M-10, in Listowel, municipally known as 595 Havelock Avenue South, as it relates to:

1. Relief from Section 12.2.6 to reduce the minimum rear yard depth from 10.5 m (35 ft) to 7.28 m (23.9 ft) and;
2. Section 12.2.9 to reduce the minimum required landscaped open space from 35% of the lot area to 31% to recognize the existing seniors' buildings and proposed lot lines as per Consent application B12-24, subject to the following conditions:

- i. Finalize an amended site plan agreement to the satisfaction of the Municipality of North Perth.
- ii. That a limiting distance calculation be completed and if required a related agreement be completed as part of the site plan process.

CARRIED

- 4.3 Application for Minor Variance (File No. A07-2024) by O'Malley Homes (Waterloo) Inc. for property legally described as Lot 15 Plan 44M-83, Listowel Planner Nathan Garland provided a summary of the application and report.

No one spoke in opposition.

No one spoke in support of the application.

Applicant, Jon O'Malley, spoke in support of the application.

Committee did not have any questions.

Moved by Teresa O'Reilly **Seconded by** Duane Duck

THAT The North Perth Committee of Adjustment **approve** application file MV7-2024 submitted by O'Malley Homes Inc., for lands described as Lot 15, Plan 44M-83, as it relates to:

1. Relief from Section 7.2.6, to reduce the minimum rear year depth from 7.5 m (25 ft) to 5.7 m (18.7 ft) to facilitate a covered deck at the rear of the dwelling subject to the following conditions:
 - i. That a building permit is applied for and obtained within 18 months of the minor variance.
 - ii. That a lot grading and drainage plan is submitted and approved to the satisfaction of the North Perth Building Department.

CARRIED

5. OTHER BUSINESS:

There was none.

6. CORRESPONDENCE:

There was none.

7. ADJOURN:

Moved by Brad Gibson **Seconded by** Duane Duck

THAT: The meeting is now adjourned at 7:33 p.m.

"Original signed by Bruce Wilken"

Chair

"Original signed by Sarah Carter"

Secretary-Treasurer



INFORMATION REPORT

From: Mark Hackett, Manager of Environmental Services
Date: Monday, November-18-24
Subject: 2024 Well Inspection Reports

Background:

One of the key aspects of the Safe Drinking Water Act Statutory Standard of Care is for our council members to be informed about how each of our four water systems have performed each year. One of the ways that council can do this is by reviewing the Ministry of the Environment, Conservation and Parks (MECP) annual well inspection reports.

Each year, the MECP completes a detailed inspection of our water systems in North Perth. This comprehensive review looks at treatment processes, operation manuals, logbooks, water quality monitoring efforts and other important areas. Inspections include an off-site review of all documentation as well as an on-site visit to evaluate compliance with all legislation and regulations. These inspections are either announced or unannounced (less than 24-hour notice).

Comments:

After the on-site inspections are completed by the inspector, an Inspection Report is developed for each individual system. Included at the end of each inspection report is an Inspection Summary Rating Record. Atwood, Listowel, Molesworth and Gowanstown water systems all received a Final Inspection Rating of 100% with no non-compliances noted.

Financial Implications: *(Include amounts and funding source)*
N/A

[Click here to enter text.](#)

Reference Material Attached:

- 2024 Atwood Inspection Report
- 2024 Gowanstown Inspection Report
- 2024 Listowel Inspection Report
- 2024 Molesworth Inspection Report

Corporate Strategic Plan:

The information and responses provided in this report are consistent with and in keeping with the Municipality's approved Vision, Mission, and Strategic Plan.

Report Prepared by: Mark Hackett, Manager of Environmental Services

Reviewed by: Kriss Snell, CAO
Wednesday, November-13-24

Mark Hackett, Manager of Environmental Services

**Ministry of the Environment,
Conservation and Parks**

Drinking Water and Environmental
Compliance Division

733 Exeter Rd
London ON N6E 1L3
Tel (519) 873-5000
Fax (519) 873-5020

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**

Division de la conformité en matière
d'eau potable et d'environnement

733, rue Exeter
London ON N6E 1L3
Tel (519) 873-5000
Fax (519) 873-5020



File No. PE-NP-LI-540 WW# 220000512

August 12, 2024

The Municipality of North Perth
330 Wallace Avenue North
Listowel, Ontario, N4W 1L3

Attention: Mr. Mark Hackett, Manager of Environmental Services

Re: Listowel Drinking Water System (Water Works #260000512)
Inspection conducted on July 11, 2024

The enclosed Drinking Water Inspection Report outlines non-compliance, if any, with Ministry legislation, and policies for the above noted water system. Violations noted in this report, if any, have been evaluated based on community risk. These violations will be monitored for compliance with the minimum standards for drinking water in Ontario as set forth under the *Safe Drinking Water Act* and associated regulations. Where risk is deemed to be high and/or compliance is an ongoing concern, violations will be forwarded to this Ministry's Investigation and Enforcement Branch.

Section 19 of the *Safe Drinking Water Act* (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "*Taking Care of Your Drinking Water: A guide for members of municipal council*" found under "Resources" on the Drinking Water Ontario website at <https://www.ontario.ca/environment-and-energy/taking-care-your-drinking-water-guide-members-municipal-councils>

The IRR is a summarized quantitative measure of the drinking water system's annual inspection and is published in the Ministry's Chief Drinking Water Inspector's Annual Report. The Risk Methodology document describes the risk rating methodology which has been applied to the findings of the Ministry's municipal residential drinking water system inspection results.

If you have any questions or concerns regarding the rating, please contact Mark Smith, Water Compliance Supervisor, at Mark.Smith@ontario.ca or (519) 873-5020.

Yours truly,



Jim Miller
Provincial Officer
London District Office
jim.w.miller@ontario.ca

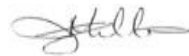
cc. Mr. Scott Brooks
Huron Perth Public Health
Maitland Valley Conservation Authority
London District File



LISTOWEL DRINKING WATER SYSTEM
Physical Address: 580 MAIN ST W, , NORTH
PERTH, ON N4W 1A8

INSPECTION REPORT

System Number: 220000512
Entity: MUNICIPALITY OF NORTH
PERTH
Inspection Start Date: July 04, 2024
Site Inspection Date: July 11, 2024
Inspection End Date: July 31, 2024
Inspected By: Jim Miller
Badge #: 1102



(signature)

INTRODUCTION

Purpose

This announced, focused inspection was conducted to confirm compliance with Ministry of the Environment, Conservation and Parks' (MECP) legislation and conformance with ministry drinking water policies and guidelines.

Scope

The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management and the operation of the system.

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in section 4 "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Facility Contacts and Dates

The drinking water system is owned by the Corporation of the Municipality of North Perth and operated by the Corporation of the Municipality of North Perth Environmental Services Division.

The system serves an estimated population of 9500 and is categorized as a Large Municipal Residential System.

Provincial Officer Jim Miller conducted an unannounced physical inspection of the Listowel Drinking Water System (LDWS) Water Works # 220000512 on July 11, 2024.

Information reviewed for this inspection covered the time period of September 1, 2023, to June 30, 2024.

Systems/Components

All locations associated with primary disinfection were visited as part of this inspection. The following sites were visited as part of the inspection of the drinking water system:

1. Treatment Plant #4 and associated Production Well
2. Treatment Plant #5 and associated Production Well
3. Treatment Plant #6 and associated Production Well

An outstation is a component of a drinking water system that is not located at either a water treatment plant or a well supply and is generally not associated with primary treatment, for example reservoirs, booster stations, and re-chlorination facilities located within the distribution system. Outstations may be visited on a rotational basis as part of a ministry inspection. This inspection included the inspection of:

1. Listowel Water Tower

Permissions/Approvals

This drinking water system was subject to specific conditions contained within the following permissions and/or approvals (please note this list is not exhaustive) at the time of the inspection in addition to the requirements of the SDWA and its regulations:

1. Drinking Water Works Permit #091-203, Issue #4 dated March 12, 2020
- 2.. Municipal Drinking Water License #091-103, Issue #5 dated March 12, 2020
3. Permit to Take Water #P-3005141584896 dated December 3, 2021

NON-COMPLIANCE

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

RECOMMENDATIONS

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1007001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (1)1;			
Question: Was the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials. The Listowel DWS is supplied raw water from three drilled groundwater wells including Production Well #4, #5 and #6 which all supply individual Treatment Plants. During the physical inspection, each well was visually inspected and all components appeared to be in good condition.			

Question ID	DWMR1009001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were measures in place to protect the groundwater and/or GUDI source in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Measures were in place to protect the groundwater and/or GUDI source. The Operations and Maintenance Manual includes a Well Inspection and Maintenance Plan as required by the current Municipal Drinking Water Licence 091-103, Issue Number: 5 Schedule B section 16.2.8 for the inspection and maintenance of the groundwater well. The plan describes the methods by which a well inspection and rehabilitation program are conducted. The plan was last updated on May 3, 2023.			

Question ID	DWMR1014001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			

<p>Question: Was flow monitoring performed as required by the Municipal Drinking Water Licence or Drinking Water Works Permit?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Flow monitoring was performed as required.</p> <p>The LDWS water taking is greater than 50,000 litres per day and therefore a Permit to Take Water (PTTW) is required under the Ontario Water Resources Act, Section 34. The Permit to Take Water (PTTW) for this system is identified as PTTW P-300-5141584896, dated December 3, 2021; expiry date of November 30, 2031. The PTTW identifies the production wells #4, #5 and #6 (each well is limited to 2273 Litres/minute) and a taking of 3273.12 m³/d per well.</p> <p>The Owner has ensured that a sufficient number of flow measuring devices have been installed, maintained and operated to measure the flow rate and daily quantity of water being taken from the source wells; conveyed to and through the treatment plant; and the flow rate of treated water supplied to the distribution system. The Owner has kept records of water takings and measured and recorded static water levels in each well on a weekly basis.</p>

Question ID	DWMR1016001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was the owner in compliance with the conditions associated with maximum flow rate or the rated/operational capacity in the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was in compliance with the conditions associated with maximum flow rate and/or the rated/operational capacity conditions.			
Municipal Drinking Water Licence # 091-103, Issue Number 5 issued March 20, 2020 list a maximum daily rated capacity for each pumphouse at a volume of 3274.56 m ³ /d into the distribution system.			
A review of the water taking records provided by the owner for the inspection, found that any exceedances of the water taking limits during the inspection review period were for a short duration and did not continue as a maximum stabilized/sustainable rate.			
It should be noted that the total daily taking or flow to the distribution from each well was not exceeded during the inspection period.			

Question ID	DWMR1018001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner ensure that equipment was installed in accordance with Schedule A and			

Schedule C of the Drinking Water Works Permit?
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): The owner ensured that equipment was installed as required.</p> <p>During the onsite inspection, the equipment located at the LDWS was reviewed against the description in the Listowel Drinking Water Works Permit (DWWP) #091-203, Number 5 issued March 20, 2020. The equipment at the Listowel Drinking Water System was observed to be comparatively consistent with the descriptions in the Works Permit.</p>

Question ID	DWMR1020001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were Form 1 documents prepared as required?			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Form 1 documents were prepared as required.</p> <p>The Owner must ensure that the requirements of Listowel Drinking Water System Drinking Water Works Permit # 091-203 Issue Number: 4 dated March 20, 2020; Schedule B section 3.0 have been met.</p> <p>Over the course of the inspection period, there was one Form 1 document prepared with regard to the installation of new watermains on Fairlane Road.</p> <p>The Owner shall ensure that all forms are kept for a minimum period of ten years and must be made available for review by a Provincial Officer upon request.</p> <p>Please see link below for further guidance: Municipal drinking water systems: licensing, registration and permits ontario.ca</p>			

Question ID	DWMR1025001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were all parts of the drinking water system that came in contact with drinking water disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

All parts of the drinking water system were disinfected as required.

Question ID	DWMR1023001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records indicate that the treatment equipment was operated in a manner that achieved the design capabilities prescribed by O. Reg. 170/03, Drinking Water Works Permit and/or Municipal Drinking Water Licence at all times that water was being supplied to consumers?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities prescribed. The Listowel Water System utilizes sodium hypochlorite for primary disinfection of the groundwater supply and also injects sodium silicate for the sequestering of iron and manganese. A review of SCADA records indicates that the chlorine residual at the treatment plant and in the distribution were above the minimum requirements to achieve proper disinfection of the groundwater supply. At the time of inspection, all equipment including SCADA; online continuous analyzers; data loggers; duty and stand-by metering pumps etc. were operational and connected to the system. Daily SCADA summary sheets were provided for the inspection period and the information contained on these sheets indicate that the water system was functioning as designed to achieve primary disinfection of the groundwater supply. Typically the automated control system would lock out the high lift pumps to distribution prior to the loss of primary disinfection. Any low chlorine events recorded by the operator were primarily due to equipment maintenance/calibrations/malfunctions, and programming changes.			

Question ID	DWMR1024001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required. Documentation reviewed for the inspection period, indicate that the free chlorine residual for			

the distribution system was within acceptable limits during the course of this inspection period.
The operator indicated that the target chlorine residual leaving the treatment plant is greater than 1.0 mg/L to ensure that a chlorine residual of at least 0.2 mg/L is maintained at all points in the distribution system.

Question ID	DWMR1033001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (3); SDWA O. Reg. 170/03 7-2 (4);			
Question: Was secondary disinfectant residual tested as required for the large municipal residential distribution system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Secondary disinfectant residual was tested as required. All distribution free available chlorine (FAC) residual measurements provided by the Owner, during the inspection review were appropriately documented including the time, date, FAC residual and the person who analyzed the sample. The operator typically sampled a minimum of seven (7) times each week from multiple locations in the distribution system. In accordance with O. Reg. 170/03 Schedule 7-2 (3) The Owner of a large municipal residential system that provides secondary disinfection, the operating authority for the system shall ensure that at least seven distribution samples are taken each week in accordance with subsection (4) and are tested immediately for, (a) free chlorine residual, if the system provides chlorination and does not provide chloramination; The LDWS is currently conducting FAC sample to meet the following rules below: (4) The following rules apply to the distribution samples referred to in subsection (3) unless at least one sample is taken on each day of the week: 1. At least four of the samples must be taken on one day of the week, at least 48 hours after the last sample was taken in the previous week. 2. At least three of the samples must be taken on a second day of the week, at least 48 hours after the last sample was taken on the day referred to in paragraph 1. 3. When more than one sample is taken on the same day of the week under paragraph 1 or 2, each sample must be taken from a different location.			

Question ID	DWMR1030001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (1); SDWA O. Reg. 170/03 7-2 (2);			
Question: Was primary disinfection chlorine monitoring being conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit or at/near a location where the intended CT had just been achieved?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

Primary disinfection chlorine monitoring was conducted as required.

Details of how primary disinfection is achieved at each pumphouse are contained in the Operations and Maintenance Manual.

The chlorine monitoring at each pumphouse is conducted after the treated water has passed through storage tanks at pumphouse #4 and looped underground pipe system at pumphouse #5 and #6.

At this point, it is understood that primary disinfection has taken place as long as the minimum chlorine residual identified in the CT calculation has been met.

Question ID	DWMMR1035001	Question Type	Legislative
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Legislative Requirement(s):

SDWA | O. Reg. 170/03 | 6-5 | (1)1-4;

Question:

Were operators examining continuous monitoring test results and did they examine the results within 72 hours of the test?

Compliance Response(s)/Corrective Action(s)/Observation(s):

Operators were examining continuous monitoring test results as required.

Daily summary sheets that provide an overview (minimum, maximum and average values) of the SCADA data are printed on a daily basis and reviewed, dated and signed by an operator. Exceedances of a parameter (chlorine, flow) are highlighted on the summary sheet. Any abnormalities are recorded on the daily sheet and / or in the pumphouse logbook.

The Owner/Operator must ensure that all regulated trending data is reviewed to confirm if the record is complete i.e. (loss of data due to communications failure) and free of errors. The Operator shall continue to record detailed information in the logbook and take corrective measures to rectify the situation by retrieving the data to ensure primary disinfection requirements have been met.

Question ID	DWMMR1038001	Question Type	Legislative
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Legislative Requirement(s):

SDWA | O. Reg. 170/03 | 6-5 | (1)1-4;

Question:

Was continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format?

Compliance Response(s)/Corrective Action(s)/Observation(s):

Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format.

During the inspection review period, it was found that the LDWS maintain sufficient regulated continuous monitoring records to meet prescribed monitoring and recording requirements as per O. Reg. 170/03 Schedule 6.

The Owner is aware of the following requirements to ensure compliance with O. Reg. 170/03 Schedule 6:

The Owner/Operating Authority must ensure that continuous monitoring and recording is conducted at all times as prescribed by O. Reg. 170/03 which states:

Schedule 6-5 "(1) If a drinking water system uses continuous monitoring equipment for sampling and testing that is required under this Regulation, or under an approval or order, for a parameter set out in the Table to this section, the owner of the system and the operating authority for the system shall ensure that the following standards are met:

1. The continuous monitoring equipment must, except when no water is being directed to users of water sampled by the equipment,
 - i. test for the parameter with at least the minimum frequency specified in the Table for the parameter, and
 - ii. record the date, time, sampling location and result of every test for the parameter with at least the minimum frequency referred to in subparagraph i."

The SCADA system is required to record the, free chlorine residual analyzer data for primary disinfection on a minimum five minute interval.

Question ID	DWMR1037001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);</p>			
<p>Question: Were all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, equipped with alarms or shut-off mechanisms that satisfied the standards described in Schedule 6?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): All required continuous monitoring equipment utilized for sampling and testing were equipped with alarms or shut-off mechanisms that satisfied the standards The continuous monitoring equipment for the chlorine residual leaving each treatment plant has a shutoff mechanism for the well pump and a central alarm system that dials out to on-call operators.</p>			

Question ID	DWMR1040001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10;</p>			
<p>Question: Were all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?</p>			

Compliance Response(s)/Corrective Action(s)/Observation(s):

All continuous analysers were calibrated, maintained, and operated as required.

Documentation provided during the inspection period, indicate that routine analyzer maintenance, accuracy verification checks and calibrations had been conducted. It was found during review of the free chlorine analyzer calibration log records that the required margin of error had typically been maintained as prescribed by O. Reg. 170/03 s 6-5 (1) 10, of Schedule 6.

"10. If the manufacturer's instructions do not indicate how often to check and calibrate the continuous monitoring equipment and paragraph 9 does not apply, the equipment must be checked and calibrated as often as necessary to ensure that test results are within the following margins of error:

- i. In the case of free chlorine residual, 0.05 milligrams per litre, if the concentrations usually measured by the equipment are less than or equal to 1.0 milligrams per litre, and proportionally higher if the concentrations usually measured are greater than 1.0 milligrams per litre,
- ii. In the case of free chlorine residual and total chlorine residual measured for the purpose of determining combined chlorine residual, 0.05 milligrams per litre, if the concentrations usually measured by the equipment are less than or equal to 1.0 milligrams per litre, and proportionally higher if the concentrations usually measured are greater than 1.0 milligrams per litre,"

Question ID	DWMR1108001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			
Question: Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, Municipal Drinking Water Licence, Drinking Water Works Permit, or order triggered an alarm or an automatic shut-off, did a qualified person respond as required and take appropriate actions?			
Compliance Response(s)/Corrective Action(s)/Observation(s): A qualified person responded as required and took appropriate actions. After reviewing the monitoring data provided by the Owner, it was found that operators responded to the alarms generated during the inspection period within a reasonable amount of time.			

Question ID	DWMR1099001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Do records show that water provided by the drinking water system met the Ontario Drinking			

Water Quality Standards?
Compliance Response(s)/Corrective Action(s)/Observation(s): Records showed that all water sample results met the Ontario Drinking Water Quality Standards.

Question ID	DWMR1083001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-3;			
Question: Were treated microbiological sampling requirements prescribed by Schedule 10-3 of O. Reg. 170/03 for large municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Treated microbiological sampling requirements were met. Documentation provided by the Owner during the inspection period indicates that all treated water microbial monitoring requirements have been met. In accordance with O. Reg. 170/03, Schedule 10-3, the Owner/Operating Authority are required to collect one (1) treated water sample each week and analyze the sample for E.coli, total coliform and HPC. A review of the statement of analytical results for the inspection period confirmed that one (1) treated water sample was typically taken for each week and analyzed for E.coli, total coliform and HPC from each treatment facility.			

Question ID	DWMR1081001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-2 (1); SDWA O. Reg. 170/03 10-2 (2); SDWA O. Reg. 170/03 10-2 (3);			
Question: Were distribution microbiological sampling requirements prescribed by Schedule 10-2 of O. Reg. 170/03 for large municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Distribution microbiological sampling requirements were met. Documentation provided by the Owner during the inspection period indicates that all distribution water microbial monitoring requirements have been met. In accordance with O. Reg. 170/03, Schedule 10-2, and based on the population served of approximately 9,600 persons, the Owner is required to take a minimum of seventeen (17) distribution system samples each month, ensuring that at least one sample is taken in each week of the month. Each of the distribution samples are to be analyzed for E.coli and total coliform and 25% of			

the samples must be analyzed for background colony counts based on a heterotrophic plate count (HPC).

Question ID	DWMR1096001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-3 (1);			
Question: Did records confirm that chlorine residual tests were conducted at the same time and location as microbiological samples?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that chlorine residual tests were conducted as required. The Owner/Operator has fulfilled the requirements prescribed by O. Reg. 170/03 6-3(1) which requires a water sample be taken and tested for a microbiological parameter, the owner of the drinking water system and the operating authority for the system shall ensure that another sample is taken at the same time from the same location and is tested immediately for, (a) free chlorine residual, if the system provides chlorination and does not provide chloramination; or (b) combined chlorine residual, if the system provides chloramination			

Question ID	DWMR1084001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-2;			
Question: Were inorganic parameter sampling requirements prescribed by Schedule 13-2 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Inorganic parameter sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-2, the owner of the Listowel Drinking Water System shall ensure that a sample is taken from each treatment facility and tested for every parameter set out in Schedule 23 of the regulation at least every 36 months. Monitoring for inorganic parameters was last completed on August 9, 2021 and therefore the monitoring requirements for inorganics have been met. All sample results show that the treated water is within acceptable limits for the parameters listed in Schedule 23 of O. Reg. 170/03.			

Question ID	DWMR1085001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-4 (1); SDWA O. Reg. 170/03 13-4 (2); SDWA O. Reg. 170/03 13-4 (3);			

<p>Question: Were organic parameter sampling requirements prescribed by Schedule 13-4 of O. Reg. 170/03 met?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Organic parameter sampling requirements were met.</p> <p>In accordance with O. Reg. 170/03, Schedule 13-4, the owner of the Listowel Drinking Water System shall ensure that a sample is taken from each treatment facility and tested for every parameter set out in Schedule 24 of the regulation at least every 36 months. Monitoring for organic parameters was last completed on August 9, 2021 and therefore the monitoring requirements for organics have been met.</p> <p>All sample results show that the treated water is within acceptable limits for the parameters listed in Schedule 24 of O. Reg. 170/03.</p>

Question ID	DWMM1093001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-5 (1); SDWA O. Reg. 170/03 13-5 (2);			
Question: If any Schedule 13-2 or 13-4 parameter(s) exceeded half the Ontario Drinking Water Quality Standard, did the owner increase the frequency of monitoring as required by Schedule 13-5 of O. Reg. 170/03?			
Compliance Response(s)/Corrective Action(s)/Observation(s): A Schedule 13-2 or 13-4 parameter(s) exceeded half the ODWQS value, and the owner increased the frequency of monitoring as required. <p>The latest results for arsenic at Well #4 were above 1/2 the maximum acceptable concentration and therefore the sampling frequency has been increased to at least once every three months.</p>			

Question ID	DWMM1086001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);			
Question: Were haloacetic acid sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Haloacetic acid sampling requirements were met. <p>In accordance with Ontario Regulation 170/03 Schedule 13-6.1, the owner and operating authority shall ensure that at least one distribution water sample that is likely to have an elevated potential for the formation of Haloacetic acids (HAAs) is collected and tested for</p>			

Haloacetic acids each calendar quarter.

Haloacetic Acid monitoring was completed on the following dates during the inspection period: May 13, 2024, February 12, 2024, November 13, 2023, and August 15, 2023.

Question ID	DWMR1087001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);			
Question: Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Trihalomethane sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-6, the owner of the Listowel Drinking Water System shall ensure that a sample for trihalomethanes is collected and tested every three (3) months. Trihalomethane samples were collected on the following dates during the inspection period: May 13, 2024, February 12, 2024, November 13, 2023, and August 15, 2023. All sample results for trihalomethanes this inspection period show that the distribution water is within acceptable limits for as listed in Ontario Regulation 169/03.			

Question ID	DWMR1088001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-7;			
Question: Were nitrate/nitrite sampling requirements prescribed by Schedule 13-7 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Nitrate/nitrite sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-7, the owner of the Listowel Drinking Water System shall ensure that a sample for nitrate and nitrite is collected and tested every three (3) months for each treated water source. Nitrate and Nitrite monitoring was completed on the following dates during the inspection period: May 13, 2024, February 12, 2024, November 13, 2023, and August 15, 2023. All sample results for this inspection period show that the treated water is within acceptable limits.			

Question ID	DWMR1089001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-8;			
Question: Were sodium sampling requirements prescribed by Schedule 13-8 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Sodium sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-8, the owner of the Listowel Drinking Water System shall ensure that a sample from each treatment facility for sodium is collected and tested every 60 months. Sodium was last tested in the treated water on August 7, 2018, and August 15, 2023. Therefore, this monitoring requirement for sodium has been met. The analytical sample results indicate that the treated water for all pumphouses is below the reportable limit of 20 mg/L with a maximum result of 18.4 mg/L.			

Question ID	DWMR1090001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-9;			
Question: Where fluoridation is not practiced, were fluoride sampling requirements prescribed by Schedule 13-9 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Fluoride sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-9, the owner of the Listowel Drinking Water System shall ensure that a sample from each treatment facility for fluoride is collected and tested every 60 months. Fluoride was last tested in the treated water on August 7, 2018, and August 15, 2023. Therefore, this monitoring requirement for fluoride has been met. The analytical sample results reported indicate that the treated water is below the reportable limit of 1.5 mg/L for all pumphouses with a maximum result of 1.30 mg/L			

Question ID	DWMR1114001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner have evidence that, when required, all legal owners associated with the drinking water system were notified of the requirements of the Municipal Drinking Water Licence and Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner had evidence that the required notifications were made.			

The Operating Authority advised that the municipal Owner is made aware of the requirements of the License and Permit through the acceptance of the Annual / Summary Report through council resolution. In addition, the Owner / Operating Authority indicated that they have a Municipal Servicing Standards protocol in place with their Subdivision Agreements and contract documents stipulating the various conditions required by the permit and licence. Developers who have interim ownership of portions of the water system until it is transferred to the Municipality are made aware of the requirements of the License and Permit through the Subdivision agreement.

Question ID	DWMR1045001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner update the document describing the distribution components within 12 months of completion of alterations to the system in accordance with the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner had up-to-date documents describing the distribution components.			

Question ID	DWMR1060001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the operations and maintenance manual(s) meet the requirements of the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The operations and maintenance manual(s) met the requirements of the Municipal Drinking Water Licence. During the site inspection, the operations and maintenance manuals (revision July 2024) provided for the Listowel Treatment Facility included a list of the criteria as set out by the LDWS Municipal Drinking Water Licence 091-103, Schedule B 16.0 Operations and Maintenance Manuals.			

Question ID	DWMR1062001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-5;			
Question: Did records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment was done by a certified operator, water			

quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03?

Compliance Response(s)/Corrective Action(s)/Observation(s):

Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03.

All log records regarding O. Reg. 170/03 7-5 reviewed during the inspection period, identified the names of all operators of the facility and their respective signatures and/or initials. It should be noted that any entries in the log must be identified by the person making the entry in the logs. An example of this is if multiple operators make entries in the log. If this occurs, those persons must clearly identify who made the entry (i.e. by signature or initial).

Question ID	DWMR1071001	Question Type	BMP
Legislative Requirement(s): Not Applicable			
Question: Did the owner provide security measures to protect components of the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner provided security measures to protect components of the drinking water system. The Treatment Plants always remain locked and equipped with entry alarms which are connected to a communications company to alert the Operating Authority / Owner of any unauthorized entry. In addition, the Treatment Plants are visited each weekday. The Operating Authority advised that they have cyber security procedures in place to protect the water system which includes its own network and security system. In addition, SCADA access is username and password protected			

Question ID	DWMR1073001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 23 (1);			
Question: Was an overall responsible operator designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): An overall responsible operator was designated for all subsystem. At the time of inspection, the ORO designated for the Listowel Drinking Water System was found to have certification equal or greater than the classification level of the system (Water Distribution Supply Subsystem Class 2).			

The Listowel Drinking Water System is classed as a Water Distribution and Supply Subsystem Class 2, Certificate # 1001 issued in 2005.

Question ID	DWMR1074001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 25 (1);			
Question: Were operators-in-charge designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators-in-charge were designated for all subsystems. During the inspection period, it was found that the Operators responsible for the operations of the LDWS recorded the names of the operator-in-charge (OIC) in the facility log records. The Owner must ensure that one or more operators are designated as operator-in-charge (OIC) for each day that the facility is in operation. An OIC can be any operator with an applicable certificate to the type of operated subsystem. An operator-in-training (OIT) cannot be designated as an OIC; any log entries made by the OIT must be approved by the OIC and clearly documented in the log at the time of entry.			

Question ID	DWMR1075001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 22;			
Question: Were all operators certified as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All operators were certified as required. A review of the operational staff certificates at the LDWS indicates that during the inspection period, all operators of the drinking water system/subsystems had adequate certification.			

Question ID	DWMR1076001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Were adjustments to the treatment equipment only made by certified operators?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Adjustments to the treatment equipment were only made by certified operators. Documentation provided at the time of inspection, (logbooks and other record keeping			

mechanisms) indicated that typically only certified operational staff made adjustments to treatment processes.



Stakeholder References

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/page/drinking-water



Click on the publication below to access it

- [Drinking Water System Profile Information Form - 012-2149E](#)
- [Laboratory Services Notification Form – 012-2148E](#)
- [Adverse Test Result Notification Form – 012-4444E](#)
- [Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils](#)
- [Procedure for Disinfection of Drinking Water in Ontario](#)
- [Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids](#)
- [Filtration Processes Technical Bulletin](#)
- [Ultraviolet Disinfection Technical Bulletin](#)
- [Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments](#)
- [Certification Guide for Operators and Water Quality Analysts](#)
- [Training Requirements for Drinking Water Operator](#)
- [Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption](#)
- [Drinking Water System Contact List – 7128E01](#)
- [Ontario's Drinking Water Quality Management Standard - Pocket Guide](#)
- [2020 Watermain Disinfection Procedure](#)
- [List of Licensed Laboratories](#)

Ontario



**Ministry of the Environment, Conservation and Parks
Drinking Water System Inspection Report Appendix B**

Inspection Rating Record and Inspection Risk Methodology

APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection results since fiscal

year 2008-09. The primary goals of this assessment are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains up to 14 inspection modules and consists of approximately 120 regulatory questions. Those protocol questions are also linked to definitive guidance that ministry inspectors use when conducting MRDWS inspections.

ontario.ca/drinkingwater

The questions address a wide range of regulatory issues, from administrative procedures to drinking water quality monitoring. The inspection protocol also contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating less than 100 per cent does not mean the drinking water from the system is unsafe. It shows areas where a system’s operation can improve. The ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry’s annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario’s Risk Management Framework. Risk management is a systematic approach to identifying potential hazards, understanding the likelihood and consequences of the hazards, and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

$$\text{RISK} = \text{LIKELIHOOD} \times \text{CONSEQUENCE}$$

(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:	
Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 – 10% (Unlikely)	L = 1
11 – 49% (Possible)	L = 2
50 – 89% (Likely)	L = 3
90 – 100% (Almost Certain)	L = 4

TABLE 2:	
Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4×8) and the lowest would be 0 (0×1).

Table 3 presents a sample question showing the risk rating determination process.

TABLE 3:							
Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?							
Risk = Likelihood × Consequence							
C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions related to regulatory compliance and input their “yes”, “no” or “not applicable” responses into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone); type of inspection (i.e., focused, detailed); and source type (i.e., groundwater, surface water).

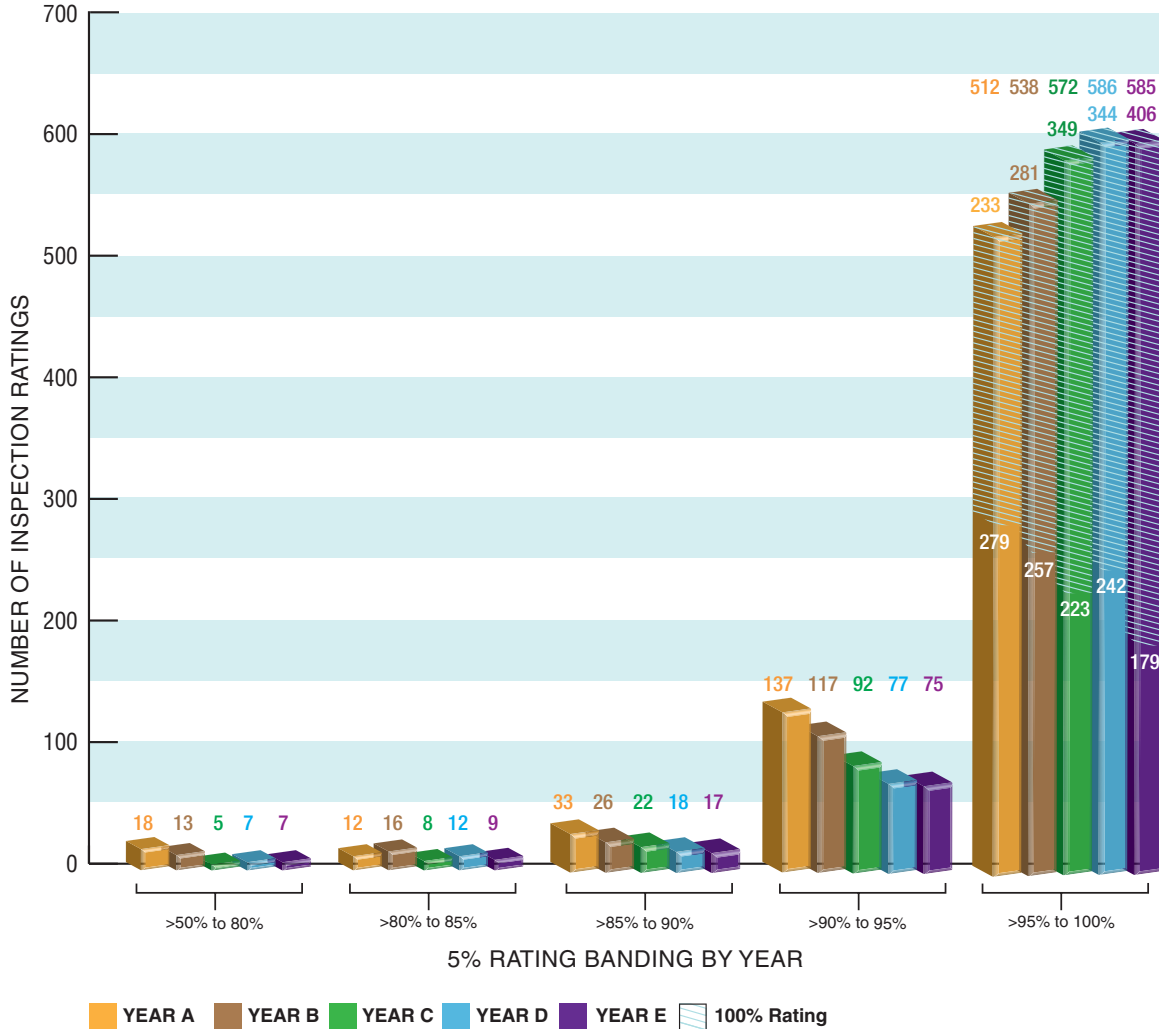
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry's Chief Drinking Water Inspector's Annual Report.

Figure 1 presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 14 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 14 modules are:

- | | | | |
|-------------------------|------------------------|---------------------------------------|--|
| 1. Source | 5. Process Wastewater | 9. Contingency and Emergency Planning | 12. Water Quality Monitoring |
| 2. Permit to Take Water | 6. Distribution System | 10. Consumer Relations | 13. Reporting, Notification and Corrective Actions |
| 3. Capacity Assessment | 7. Operations Manuals | 11. Certification and Training | 14. Other Inspection Findings |
| 4. Treatment Processes | 8. Logbooks | | |

For further information, please visit www.ontario.ca/drinkingwater

Ministry of the Environment, Conservation and Parks - Inspection Summary Rating Record (Reporting Year - 2024-25)

DWS Name:	LISTOWEL DRINKING WATER SYSTEM
DWS Number:	220000512
DWS Owner:	MUNICIPALITY OF NORTH PERTH
Municipal Location:	NORTH PERTH
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	Jul-4-2024
Ministry Office:	London District Office

Maximum Risk Rating: 456

Inspection Module	Non Compliance Risk (X out of Y)
Capacity Assessment	0/30
Certification and Training	0/42
Distribution System	0/4
Logbooks	0/14
Operations Manuals	0/14
Reporting & Corrective Actions	0/25
Source	0/14
Treatment Processes	0/193
Water Quality Monitoring	0/120
Overall - Calculated	0/456

Inspection Risk Rating:	0.00%
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Final Inspection Rating:	100.00%
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DWS Name:	LISTOWEL DRINKING WATER SYSTEM
DWS Number:	220000512
DWS Owner Name:	MUNICIPALITY OF NORTH PERTH
Municipal Location:	NORTH PERTH
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	Jul-4-2024
Ministry Office:	London District Office

All legislative requirements were met. No detailed rating scores.

Maximum Question Rating: 456

Inspection Risk Rating:	0.00%
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FINAL INSPECTION RATING:	100.00%
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**Ministry of the Environment,
Conservation and Parks**

Drinking Water and Environmental
Compliance Division

733 Exeter Rd
London ON N6E 1L3
Tel (519) 873-5000
Fax (519) 873-5020

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**

Division de la conformité en matière
d'eau potable et d'environnement

733, rue Exeter
London ON N6E 1L3
Tel (519) 873-5000
Fax (519) 873-5020



File No. PE-NP-GO-540 WW# 260003975

July 4, 2024

The Municipality of North Perth
330 Wallace Avenue North
Listowel, Ontario, N4W 1L3

Attention: Mr. Mark Hackett, Manager of Environmental Services

Re: Gowanstown Drinking Water System (Water Works #260003975)
Inspection conducted on May 23, 2024

The enclosed Drinking Water Inspection Report outlines non-compliance, if any, with Ministry legislation, and policies for the above noted water system. Violations noted in this report, if any, have been evaluated based on community risk. These violations will be monitored for compliance with the minimum standards for drinking water in Ontario as set forth under the *Safe Drinking Water Act* and associated regulations. Where risk is deemed to be high and/or compliance is an ongoing concern, violations will be forwarded to this Ministry's Investigation and Enforcement Branch.

Section 19 of the *Safe Drinking Water Act* (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "*Taking Care of Your Drinking Water: A guide for members of municipal council*" found under "Resources" on the Drinking Water Ontario website at <https://www.ontario.ca/environment-and-energy/taking-care-your-drinking-water-guide-members-municipal-councils>

The IRR is a summarized quantitative measure of the drinking water system's annual inspection and is published in the Ministry's Chief Drinking Water Inspector's Annual Report. The Risk Methodology document describes the risk rating methodology which has been applied to the findings of the Ministry's municipal residential drinking water system inspection results.

If you have any questions or concerns regarding the rating, please contact Mark Smith, Water Compliance Supervisor, at Mark.Smith@ontario.ca or (226)873-5020.

Yours truly,



Jim Miller
Provincial Officer
London District Office
jim.w.miller@ontario.ca

cc. Mr. Scott Brooks
Huron Perth Public Health
Maitland Valley Conservation Authority
London District File

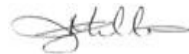


GOWANSTOWN SUBDIVISION DRINKING WATER SYSTEM

Physical Address: LOT:24, CONCESSION:4,
GEOTOWNSHIP:WALLACE, ,
NORTH PERTH, ON

INSPECTION REPORT

Entity: MUNICIPALITY OF NORTH
PERTH
Inspection Start Date: May 23, 2024
Site Inspection Date: May 23, 2024
Inspection End Date: June 17, 2024
Inspected By: Jim Miller
Badge #: 1102



(signature)

INTRODUCTION

Purpose

This announced focused inspection was conducted to confirm compliance with Ministry of the Environment, Conservation and Parks' (MECP) legislation and conformance with ministry drinking water policies and guidelines.

Scope

The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management and the operation of the system.

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in section 4 "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Facility Contacts and Dates

The drinking water system is owned by The Municipality of North Perth and operated by The Municipality of North Perth.

The system serves an estimated population of 68 and is categorized as a Small Municipal Residential System.

Provincial Officer Jim Miller conducted an announced physical inspection of the Gowanstown Drinking Water System (MDWS) Water Works # 220003975 on May 23, 2024.

Information reviewed for this inspection covered the time period of May 1, 2023, through April 30, 2024.

Systems/Components

All locations associated with primary disinfection were visited as part of this inspection. The following sites were visited as part of the inspection of the drinking water system:

Raw Water Source:

The production well utilized by the Gowanstown Water System is identified as Production Well #1 ("PW1") well record (#5001660) was drilled in 1970.

Gowanstown Pumphouse:

The Gowanstown Pumphouse is a single storey building located on Maple Lane Road at Lot 24 Concession 4.

Permissions/Approvals

This drinking water system was subject to specific conditions contained within the following permissions and/or approvals at the time of the inspection in addition to the requirements of the SDWA and its regulations:

- 1/ Ministry of the Environment Drinking Water Works Permit # 091-202 Issue Number 4, dated March 20, 2020; and
- 2/ Ministry of the Environment Municipal Drinking Water Licence # 091-102 Issue Number: 4, dated March 20, 2020.

NON-COMPLIANCE

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

RECOMMENDATIONS

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1007001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (1)1;			
Question: Was the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials. At the time of the inspection, the well casing was securely mounted into the pumphouse floor, and it had a secure well cap attached to the well casing. The well cap was sealed, and it was fitted with a fine mesh screen.			

Question ID	DWMR1009001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were measures in place to protect the groundwater and/or GUDI source in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Measures were in place to protect the groundwater and/or GUDI source. The Operations and Maintenance Manual includes a Well Inspection and Maintenance Plan as required by the current Municipal Drinking Water Licence 091-102, Issue Number: 4 Schedule B section 16.2.9 for the inspection and maintenance of the groundwater well. The plan describes the methods by which a well inspection and rehabilitation program are conducted. The plan was last updated on May 3, 2023.			

Question ID	DWMR1014001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was flow monitoring performed as required by the Municipal Drinking Water Licence or Drinking Water Works Permit?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

Flow monitoring was performed as required.

Municipal Drinking Water Licence # 091-102, Issue Number 4 Schedule C Section 2.0 issued for the GSDWS requires the drinking water system to be equipped with a sufficient number of flow measuring devices to permit the continuous measurement and recording of the flow rate and daily volume of water conveyed into the treatment system and the flow rate and daily volume of water conveyed from the treatment system to the distribution system.

The Owner has ensured that a sufficient number of flow measuring devices have been installed, maintained and operated to measure the flow rate and daily quantity of water being taken from the source Well 1; conveyed to and through the treatment plant; and the flow rate of treated water supplied to the distribution system.

The pumphouse has a single flow meter to record flow into the treatment system and out into the distribution system.

Question ID	DWMR1016001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was the owner in compliance with the conditions associated with maximum flow rate or the rated/operational capacity in the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was in compliance with the conditions associated with maximum flow rate and/or the rated/operational capacity conditions. Municipal Drinking Water Licence # 091-102, Issue Number 4 list a maximum daily rated capacity of 190.08 m ³ /d into the distribution system. There have been no exceedances of the allowable rated capacity stated in the current Municipal Drinking Water Licence (131.04 m ³ /day) during the inspection review period. The GSDWS water taking is less than 50,000 litres per day and therefore a Permit to Take Water (PTTW) is not required under the Ontario Water Resources Act, Section 34.			

Question ID	DWMR1018001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner ensure that equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner ensured that equipment was installed as required. During the physical inspection of the water system, it appeared that all equipment listed in the current Drinking Water Works Permit had been installed.			

Question ID	DWMR1023001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records indicate that the treatment equipment was operated in a manner that achieved the design capabilities prescribed by O. Reg. 170/03, Drinking Water Works Permit and/or Municipal Drinking Water Licence at all times that water was being supplied to consumers?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities prescribed. The Gowanstown Water System uses sodium hypochlorite for primary disinfection of the groundwater supply and uses sodium silicate for the sequestering of iron and manganese. A review of SCADA records indicates that the chlorine residual at the treatment plant and in the distribution were above the minimum requirements to achieve proper disinfection of the groundwater supply. Daily SCADA summary sheets were provided for the inspection period and the information contained on these sheets indicate that the water system was functioning as designed to achieve primary disinfection of the groundwater supply.			

Question ID	DWMR1024001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required. Documentation provided indicated that the target chlorine residual leaving the treatment plant is greater than 1.0 mg/L. This is to ensure that a chlorine residual of at least 0.2 mg/L is maintained at all points in the distribution system. Chlorine residual sample results taken in the distribution system during this inspection period indicate that the free chlorine was never below the minimum value of 0.05 mg/L.			

Question ID	DWMR1034001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (5); SDWA O. Reg. 170/03 7-2 (6);			

<p>Question: Was secondary disinfectant residual tested as required for the small municipal residential distribution system?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Secondary disinfectant residual was tested as required.</p> <p>The current Municipal Drinking Water Licence Schedule D Conditions for Relief from Regulatory Requirements, section 1.2 requires that "a free chlorine residual sample and a microbiological sample shall be taken once per month within the distribution system, at a point furthest from the pumphouse."</p> <p>Information is recorded on the Chain of Custody form submitted to the laboratory and the daily operational sheets.</p>

Question ID	DWMR1030001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (1); SDWA O. Reg. 170/03 7-2 (2);			
Question: Was primary disinfection chlorine monitoring being conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit or at/near a location where the intended CT had just been achieved?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Primary disinfection chlorine monitoring was conducted as required. <p>The chlorine monitoring at the pumphouse is conducted after the treated water has passed through the 600 mm contact chamber used to develop contact time. At this point, it is understood that primary disinfection has taken place as long as the minimum chlorine residual identified in the CT calculation has been met. Details of how primary disinfection is achieved at the pumphouse are contained in the Operations and Maintenance Manual which indicate a minimum free chlorine residual of 0.77 mg/L.</p>			

Question ID	DWMR1035001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Were operators examining continuous monitoring test results and did they examine the results within 72 hours of the test?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators were examining continuous monitoring test results as required. <p>Daily summary sheets that provide an overview (minimum, maximum and average values) of the SCADA data are printed daily and they are reviewed, dated, and signed by an operator.</p>			

Exceedances of a parameter (chlorine, flow) are highlighted on the summary sheet. Any abnormalities are recorded on the daily sheet and / or in the pumphouse logbook. The operator must ensure that the five-minute data is also reviewed to ensure the record is complete i.e. (loss of data due to communications failure) and free of errors. The current Municipal Drinking Water Licence Schedule D, section 1.2 requires that "all test results recorded by continuous monitoring equipment used by the drinking water system are examined once per week and there is at least five (5) days between each time the results are examined".

Question ID	DWMR1038001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Was continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format. The SCADA system is required to record the chlorine residual analyzer data for primary disinfection on a minimum five-minute interval. The records provided indicate that the recording frequency is less than 5 minutes for primary disinfection and the data provided includes a minimum, maximum and average for that period of time. The Owner is aware of the following requirements to ensure compliance with O. Reg. 170/03 Schedule 6: The Owner/Operating Authority must ensure that continuous monitoring and recording is conducted at all times as prescribed by O. Reg. 170/03 which states: Schedule 6-5 "(1) If a drinking water system uses continuous monitoring equipment for sampling and testing that is required under this Regulation, or under an approval or order, for a parameter set out in the Table to this section, the owner of the system and the operating authority for the system shall ensure that the following standards are met: 1. The continuous monitoring equipment must, except when no water is being directed to users of water sampled by the equipment, i. test for the parameter with at least the minimum frequency specified in the Table for the parameter, and ii. record the date, time, sampling location and result of every test for the parameter with at least the minimum frequency referred to in subparagraph i."			

Question ID	DWMR1037001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			

Question:

Were all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, equipped with alarms or shut-off mechanisms that satisfied the standards described in Schedule 6?

Compliance Response(s)/Corrective Action(s)/Observation(s):

All required continuous monitoring equipment utilized for sampling and testing were equipped with alarms or shut-off mechanisms that satisfied the standards

The continuous monitoring equipment for the chlorine residual leaving the treatment plant has a shutoff mechanism for the well pump and an alarm that dials out to on-call operators. The current Municipal Drinking Water Licence Schedule D, section 1.2 requires that "the well pump is interlocked with the chlorine residual analyser in order to prevent the discharge of water to the distribution system should the free chlorine residual of the treated water drop below 0.2 mg/L."

Question ID	DWMR1040001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10;			
Question: Were all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All continuous analysers were calibrated, maintained, and operated as required. The chlorine analyzer is checked and calibrated regularly, and this information is recorded by operators in the pumphouse logbook. The current Municipal Drinking Water Licence Schedule D, section 1.2 indicates that "the Owner must perform, on a monthly basis, a routine maintenance and calibration check of the chlorine residual analyzer and must also check to ensure that the associated alarm system is operating properly".			

Question ID	DWMR1108001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			
Question: Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, Municipal Drinking Water Licence, Drinking Water Works Permit, or order triggered an alarm or an automatic shut-off, did a qualified person respond as required and take appropriate actions?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

A qualified person responded as required and took appropriate actions.

Question ID	DWMR1099001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Do records show that water provided by the drinking water system met the Ontario Drinking Water Quality Standards?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records showed that all water sample results met the Ontario Drinking Water Quality Standards.			

Question ID	DWMR1082001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 11-2 (1); SDWA O. Reg. 170/03 11-2 (2); SDWA O. Reg. 170/03 11-2 (6);			
Question: Were distribution microbiological sampling requirements prescribed by Schedule 11-2 of O. Reg. 170/03 for small municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Distribution microbiological sampling requirements were met.			
<p>In accordance with O. Reg. 170/03, s. 11-2. (1) "The owner of a drinking water system and the operating authority for the system shall ensure that,</p> <p>(a) at least one distribution sample is taken every two weeks, if the system provides treatment equipment in accordance with Schedule 1 or 2 and the equipment is operated in accordance with that Schedule: or</p> <p>The current Municipal Drinking Water Licence Schedule D Conditions for Relief from Regulatory Requirements, section 1.2 requires that "a free chlorine residual sample and a microbiological sample shall be taken once per month within the distribution system, at a point furthest from the pumphouse."</p> <p>Distribution water sample results provided at the time of the inspection indicate that samples are being collected from the distribution system on a monthly basis as required.</p>			

Question ID	DWMR1096001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-3 (1);			
Question: Did records confirm that chlorine residual tests were conducted at the same time and location as microbiological samples?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that chlorine residual tests were conducted as required.			

Question ID	DWMR1084001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-2;			
Question: Were inorganic parameter sampling requirements prescribed by Schedule 13-2 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Inorganic parameter sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-2, the owner of the GSDWS Drinking Water System shall ensure that a sample is taken and tested for every parameter set out in Schedule 23 of the regulation at least every 60 months. Monitoring for inorganic parameters was last completed on August 15, 2023, and therefore the monitoring requirements for inorganics have been met. All sample results show that the treated water is within acceptable limits for the parameters listed in Schedule 23 of O. Reg. 170/03. The latest results for arsenic were above 1/2 the maximum acceptable concentration of 10mg/L and the municipality is now sampling and testing for arsenic at least once every three months.			

Question ID	DWMR1085001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-4 (1); SDWA O. Reg. 170/03 13-4 (2); SDWA O. Reg. 170/03 13-4 (3);			
Question: Were organic parameter sampling requirements prescribed by Schedule 13-4 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Organic parameter sampling requirements were met.			

In accordance with O. Reg. 170/03, Schedule 13-4, the owner of the GSDWS Drinking Water System shall ensure that a sample is taken and tested for every parameter set out in Schedule 24 of the regulation at least every 60 months. Monitoring for organic parameters was last completed on August 15, 2023, and therefore the monitoring requirements for organics have been met.
All sample results show that the treated water is within acceptable limits for the parameters listed in Schedule 24.

Question ID	DWMR1093001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-5 (1); SDWA O. Reg. 170/03 13-5 (2);			
Question: If any Schedule 13-2 or 13-4 parameter(s) exceeded half the Ontario Drinking Water Quality Standard, did the owner increase the frequency of monitoring as required by Schedule 13-5 of O. Reg. 170/03?			
Compliance Response(s)/Corrective Action(s)/Observation(s): A Schedule 13-2 or 13-4 parameter(s) exceeded half the ODWQS value, and the owner increased the frequency of monitoring as required. The latest results for arsenic were above 1/2 the maximum acceptable concentration of 10mg/L and the municipality is now sampling and testing for arsenic at least once every three months.			

Question ID	DWMR1086001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);			
Question: Were haloacetic acid sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Haloacetic acid sampling requirements were met. In accordance with Ontario Regulation 170/03 Schedule 13-6.1, the owner and operating authority shall ensure that at least one distribution water sample that is likely to have an elevated potential for the formation of Haloacetic acids (HAAs) is collected and tested for Haloacetic acids each calendar quarter. Haloacetic Acid monitoring was completed on the previous following dates during the inspection period: November 13, 2023 (8.77 ug/L), August 15, 2023 (9.16 ug/L), May 17, 2023 (8.86 ug/L) and February 14, 2023 (6.23 ug/L).			

Currently on reduced sampling as per O. Reg 170/03 Schedule 13-6.1 s (4) (5) (6).

All sample results for this inspection period show that the distribution water is within acceptable limits for Haloacetic acids as listed in Ontario Regulation 169/03.

Question ID	DWMR1087001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);			
Question: Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Trihalomethane sampling requirements were met. Trihalomethanes monitoring was completed on the following dates during the inspection period: February 10, 2021 (9.4 ug/L) May 10, 2021 (11.4 ug/L) August 9, 2021 (18.8 ug/L) and November 8, 2021 (13.4 ug/L). February 12, 2024 (9.5 ug/L) As of November 2018, the drinking water system was eligible for an exemption from trihalomethane sampling and testing for eight consecutive quarters as long as there are no alterations made to the system that may increase the trihalomethane levels. All sample results for this inspection period show that the treated water is within acceptable limits. Currently sampling as per O. Reg 170/03 Schedule 13-6 s (4) (5) (6).			

Question ID	DWMR1088001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-7;			
Question: Were nitrate/nitrite sampling requirements prescribed by Schedule 13-7 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Nitrate/nitrite sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-7, the owner of the GSDWS Drinking Water System shall ensure that a sample for nitrate and nitrite is collected and tested every three (3)			

months. Nitrate and Nitrite monitoring was completed on the following dates during the inspection period: May 17, 2023, August 15, 2023, November 13, 2023, and February 12, 2024.
All sample results for this inspection period show that the treated water is within acceptable limits.

Question ID	DWMR1089001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-8;			
Question: Were sodium sampling requirements prescribed by Schedule 13-8 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Sodium sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-8, the owner of the GSDWS Drinking Water System shall ensure that a sample for sodium is collected and tested every 60 months. Sodium was last tested in the treated water on August 15, 2023. Therefore, this monitoring requirement for sodium has been met. The analytical sample results indicate that the treated water is below the reportable limit of 20 mg/L (14.9 mg/L).			

Question ID	DWMR1090001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-9;			
Question: Where fluoridation is not practiced, were fluoride sampling requirements prescribed by Schedule 13-9 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Fluoride sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-9, the owner of the GSDWS Drinking Water System shall ensure that a sample for fluoride is collected and tested every 60 months. Fluoride was last tested in the treated water on August 15, 2023. Therefore, this monitoring requirement for fluoride has been met. The analytical sample results indicate that the treated water is below the reportable limit of 1.5 mg/L (0.50 mg/L).			

Question ID	DWMR1094001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			

<p>Question: Were water quality sampling requirements imposed by the Municipal Drinking Water Licence and Drinking Water Works Permit met?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Water quality sampling requirements were met.</p>

Question ID	DWMR1060001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the operations and maintenance manual(s) meet the requirements of the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The operations and maintenance manual(s) met the requirements of the Municipal Drinking Water Licence. During this inspection period, the Record of Revisions indicates that the Operations and Maintenance Manual was updated in, 2023 There were a number of updates done in the manual that include emergency contacts, Licence and Permit, Contingency Plan, ORO information and AWWA disinfection procedures. During the site inspection, the operations and maintenance manuals viewed at the Gowanstown main treatment facility included a list of the criteria as set out by the GSDWS Municipal Drinking Water Licence 091-104, Schedule B 16.0 Operations and Maintenance Manuals.			

Question ID	DWMR1062001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-5;			
Question: Did records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03. All log records regarding O. Reg. 170/03 7-5 reviewed during the inspection period, identified the names of all operators of the facility and their respective signatures and/or initials. It should be noted that any entries in the log must be easily identified by the person making the entry in the logs. An example of this is if multiple operators make entries in the log. If this			

occurs, those persons must clearly identify who made the entry (i.e., by signature or initial).

Question ID	DWMR1071001	Question Type	BMP
Legislative Requirement(s): Not Applicable			
Question: Did the owner provide security measures to protect components of the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner provided security measures to protect components of the drinking water system. At the time of inspection, the pumphouse was locked and is equipped with an entry alarm that is connected to the automatic dialer system to notify the Owner of intrusion. In addition, the pumphouse is visited regularly by the operators. There are signs on the entrance door to the pumphouse that indicate "No Trespassing" and "Danger Chlorine". At the time of inspection, there was no controlled access to the pumphouse property.			

Question ID	DWMR1073001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 23 (1);			
Question: Was an overall responsible operator designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): An overall responsible operator was designated for all subsystem. The Gowanstown Drinking Water System is classed as a Limited Groundwater System. The current Operator with Overall Responsibility (ORO) possesses a Water Distribution and Supply Subsystem Class 3 certificate. Information related to operator designation is contained in the Operations and Maintenance Manual. The ORO must meet one of the following certification requirements as a minimum: Water Distribution and Supply 1, or a Water Treatment 1, or hold a Limited Surface or Ground Water Certificate. If a person holds an active Water Treatment and/or Water Distribution OIT it applies across the province in any municipal Water Treatment system (Class I-IV). The regulation does allow an OIT to work in a Limited Ground Water System; " An operator who holds an OIT certificate may operate a limited subsystem only if they are under the supervision of an overall responsible operator and operator-in-charge who holds or is deemed to hold a limited subsystem certificate for that type of limited subsystem."			

Question ID	DWMR1074001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 25 (1);			

<p>Question: Were operators-in-charge designated for all subsystems which comprise the drinking water system?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Operators-in-charge were designated for all subsystems.</p> <p>During the inspection period, it was found that the Operators responsible for the operations of the GSDWS recorded the names of the operator-in-charge (OIC) in the facility log records. The Owner must ensure that one or more operators are designated as operator-in-charge (OIC) for each day that the facility is in operation. An OIC can be any operator with an applicable certificate to the type of operated subsystem.</p>

Question ID	DWMR1075001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 22;			
Question: Were all operators certified as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All operators were certified as required.			

Question ID	DWMR1076001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Were adjustments to the treatment equipment only made by certified operators?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Adjustments to the treatment equipment were only made by certified operators.			
Documentation provided at the time of inspection (logbooks and other record keeping mechanisms) indicated that only certified operational staff made adjustments to treatment processes.			



Stakeholder References

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web



Inspection Rating Record and Inspection Risk Methodology

APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection results since fiscal

year 2008-09. The primary goals of this assessment are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains up to 14 inspection modules and consists of approximately 120 regulatory questions. Those protocol questions are also linked to definitive guidance that ministry inspectors use when conducting MRDWS inspections.

ontario.ca/drinkingwater

The questions address a wide range of regulatory issues, from administrative procedures to drinking water quality monitoring. The inspection protocol also contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating less than 100 per cent does not mean the drinking water from the system is unsafe. It shows areas where a system’s operation can improve. The ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry’s annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario’s Risk Management Framework. Risk management is a systematic approach to identifying potential hazards, understanding the likelihood and consequences of the hazards, and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

$$\text{RISK} = \text{LIKELIHOOD} \times \text{CONSEQUENCE}$$

(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:	
Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 – 10% (Unlikely)	L = 1
11 – 49% (Possible)	L = 2
50 – 89% (Likely)	L = 3
90 – 100% (Almost Certain)	L = 4

TABLE 2:	
Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4×8) and the lowest would be 0 (0×1).

Table 3 presents a sample question showing the risk rating determination process.

TABLE 3:

Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?

Risk = Likelihood × Consequence

C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions related to regulatory compliance and input their “yes”, “no” or “not applicable” responses into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone); type of inspection (i.e., focused, detailed); and source type (i.e., groundwater, surface water).

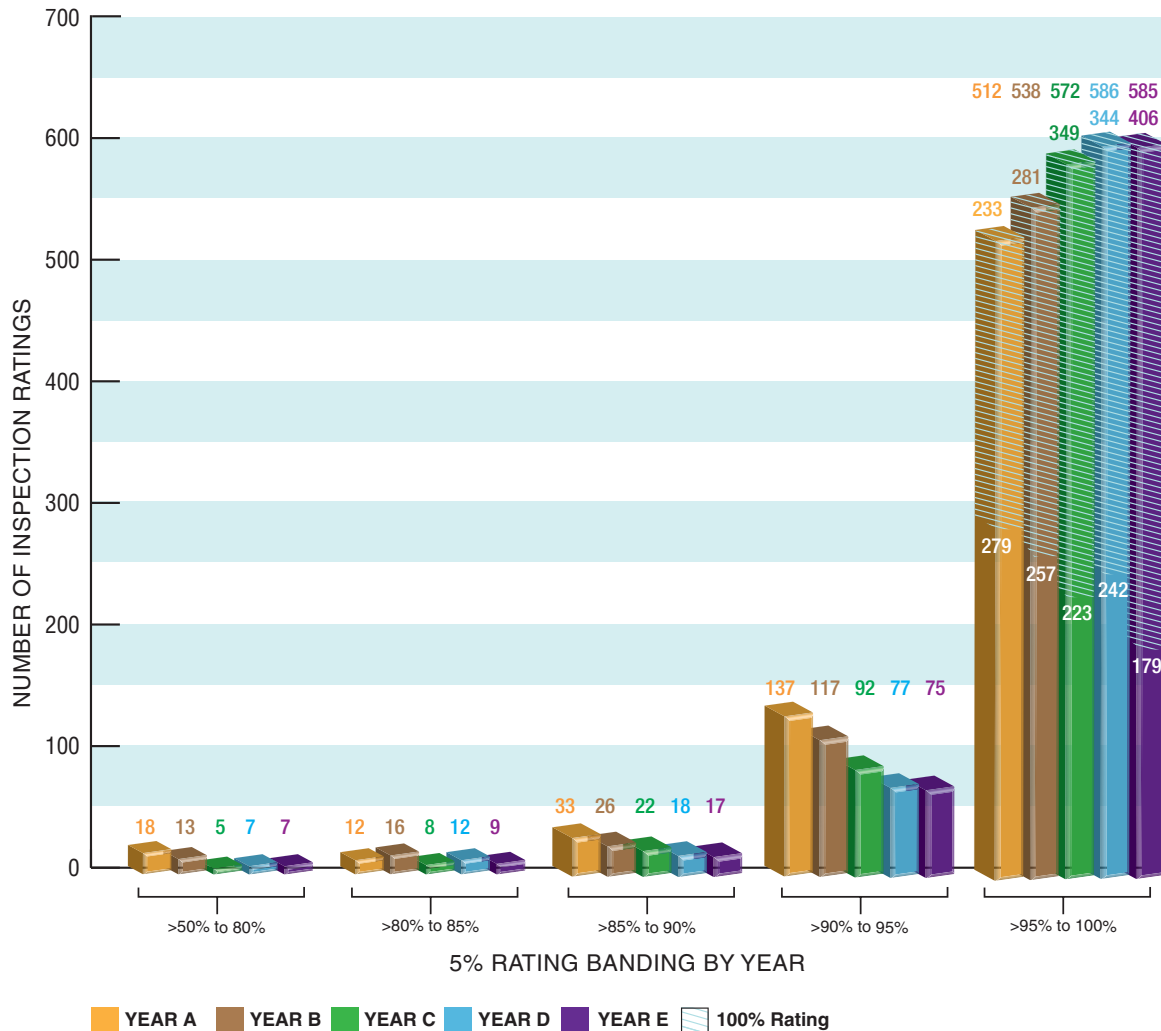
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry's Chief Drinking Water Inspector's Annual Report.

Figure 1 presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 14 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 14 modules are:

- | | | | |
|-------------------------|------------------------|--|---|
| 1. Source | 5. Process Wastewater | 9. Contingency and
Emergency Planning | 12. Water Quality Monitoring |
| 2. Permit to Take Water | 6. Distribution System | 10. Consumer Relations | 13. Reporting, Notification
and Corrective Actions |
| 3. Capacity Assessment | 7. Operations Manuals | 11. Certification and Training | 14. Other Inspection Findings |
| 4. Treatment Processes | 8. Logbooks | | |

For further information, please visit www.ontario.ca/drinkingwater

Ministry of the Environment, Conservation and Parks - Inspection Summary Rating Record (Reporting Year - 2024-25)

DWS Name:	GOWANSTOWN SUBDIVISION DRINKING WATER SYSTEM
DWS Number:	220003975
DWS Owner:	MUNICIPALITY OF NORTH PERTH
Municipal Location:	NORTH PERTH
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	May-23-2024
Ministry Office:	London District Office

Maximum Risk Rating: 402

Inspection Module	Non Compliance Risk (X out of Y)
Capacity Assessment	0/30
Certification and Training	0/42
Logbooks	0/14
Operations Manuals	0/14
Reporting & Corrective Actions	0/21
Source	0/14
Treatment Processes	0/168
Water Quality Monitoring	0/99
Overall - Calculated	0/402

Inspection Risk Rating:	0.00%
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Final Inspection Rating:	100.00%
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Ministry of the Environment, Conservation and Parks - Detailed Inspection Rating Record (Reporting Year - 2024-25)

DWS Name:	GOWANSTOWN SUBDIVISION DRINKING WATER SYSTEM
DWS Number:	220003975
DWS Owner Name:	MUNICIPALITY OF NORTH PERTH
Municipal Location:	NORTH PERTH
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	May-23-2024
Ministry Office:	London District Office

All legislative requirements were met. No detailed rating scores.

Maximum Question Rating: 402

Inspection Risk Rating:	0.00%
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FINAL INSPECTION RATING:	100.00%
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**Ministry of the Environment,
Conservation and Parks**

Drinking Water and Environmental
Compliance Division

733 Exeter Rd
London ON N6E 1L3
Tel (519) 873-5000
Fax (519) 873-5020

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**

Division de la conformité en matière
d'eau potable et d'environnement

733, rue Exeter
London ON N6E 1L3
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File No. PE-NP-MO-540 WW# 260034996

July 4, 2024

The Municipality of North Perth
330 Wallace Avenue North
Listowel, Ontario, N4W 1L3

Attention: Mr. Mark Hackett, Manager of Environmental Services

Re: Molesworth Drinking Water System (Water Works #260034996)
Inspection conducted on May 23, 2024

The enclosed Drinking Water Inspection Report outlines non-compliance, if any, with Ministry legislation, and policies for the above noted water system. Violations noted in this report, if any, have been evaluated based on community risk. These violations will be monitored for compliance with the minimum standards for drinking water in Ontario as set forth under the *Safe Drinking Water Act* and associated regulations. Where risk is deemed to be high and/or compliance is an ongoing concern, violations will be forwarded to this Ministry's Investigation and Enforcement Branch.

Section 19 of the *Safe Drinking Water Act* (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "*Taking Care of Your Drinking Water: A guide for members of municipal council*" found under "Resources" on the Drinking Water Ontario website at <https://www.ontario.ca/environment-and-energy/taking-care-your-drinking-water-guide-members-municipal-councils>

The IRR is a summarized quantitative measure of the drinking water system's annual inspection and is published in the Ministry's Chief Drinking Water Inspector's Annual Report. The Risk Methodology document describes the risk rating methodology which has been applied to the findings of the Ministry's municipal residential drinking water system inspection results.

If you have any questions or concerns regarding the rating, please contact Mark Smith, Water Compliance Supervisor, at Mark.Smith@ontario.ca or (226)873-5020.

Yours truly,



Jim Miller
Provincial Officer
London District Office
jim.w.miller@ontario.ca

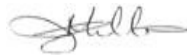
cc. Mr. Scott Brooks
Huron Perth Public Health
Maitland Valley Conservation Authority
London District File



MOLESWORTH DRINKING WATER SYSTEM
Physical Address: LOT:61, CONCESSION:1,
GEOTOWNSHIP:WALLACE, ,
NORTH PERTH, ON

INSPECTION REPORT

Entity: MUNICIPALITY OF NORTH
PERTH
Inspection Start Date: May 22, 2024
Site Inspection Date: May 23, 2024
Inspection End Date: June 17, 2024
Inspected By: Jim Miller
Badge #: 1102



(signature)

INTRODUCTION

Purpose

This announced focused inspection was conducted to confirm compliance with Ministry of the Environment, Conservation and Parks' (MECP) legislation and conformance with ministry drinking water policies and guidelines.

Scope

The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management and the operation of the system.

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in section 4 "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Facility Contacts and Dates

The drinking water system is owned by The Municipality of North Perth and operated by The Municipality of North Perth.

The system serves an estimated population of 114 and is categorized as a Small Municipal Residential System.

Provincial Officer Jim Miller conducted an announced physical inspection of the Molesworth Drinking Water System (MDWS) Water Works # 260034996 on May 23, 2024.

Information reviewed for this inspection covered the time period of May 1, 2023, through April 30, 2024.

Systems/Components

All locations associated with primary disinfection were visited as part of this inspection. The following sites were visited as part of the inspection of the drinking water system:

Raw Water Source:

The drilled production well utilized by the Molesworth Water System is located behind the Molesworth Pumphouse and the well casing is approximately 40.0 centimetres above ground surface.

(Well Tag ID AO69196)

Molesworth Pumphouse:

The Molesworth Water System is located approximately 70 metres north of the intersection of Wallace Road 177 and Highway 86 on the western side of the Wallace Road 177 right-of-way. According to the current Drinking Water Works Permit, it is located on Part Lot 6, Concession 1, in the Township of Wallace.

Permissions/Approvals

This drinking water system was subject to specific conditions contained within the following permissions and/or approvals at the time of the inspection in addition to the requirements of the SDWA and its regulations:

- 1/ Ministry of the Environment Drinking Water Works Permit # 091-204 Issue Number 4, dated May 20, 2020; and
- 2/ Ministry of the Environment Municipal Drinking Water Licence # 091-104 Issue Number: 4, dated March 20, 2020.

NON-COMPLIANCE

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

RECOMMENDATIONS

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1007001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (1)1;			
Question: Was the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials. At the time of the inspection, the well casing was securely mounted into the ground, and it had a secure well cap attached to the well casing. The well cap was sealed, and it was fitted with a fine mesh screen. (Well Tag ID AO69196)			

Question ID	DWMR1009001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were measures in place to protect the groundwater and/or GUDI source in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Measures were in place to protect the groundwater and/or GUDI source. The Operations and Maintenance Manual includes a Well Inspection and Maintenance Plan as required by the current Municipal Drinking Water Licence 091-104, Issue Number: 4 Schedule B section 16.2.9 for the inspection and maintenance of the groundwater well. The plan describes the methods by which a well inspection and rehabilitation program are conducted. The plan was last updated on May 3, 2023.			

Question ID	DWMR1014001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was flow monitoring performed as required by the Municipal Drinking Water Licence or Drinking Water Works Permit?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

Flow monitoring was performed as required.

Municipal Drinking Water Licence # 091-104, Issue Number 4 Schedule C Section 2.0 issued for the MDWS requires the drinking water system to be equipped with a sufficient number of flow measuring devices to permit the continuous measurement and recording of the flow rate and daily volume of water conveyed into the treatment system and the flow rate and daily volume of water conveyed from the treatment system to the distribution system.

The Owner has ensured that a sufficient number of flow measuring devices have been installed, maintained and operated to measure the flow rate and daily quantity of water being taken from the source Well 1; conveyed to and through the treatment plant; and the flow rate of treated water supplied to the distribution system.

The pumphouse has a single flow meter to record flow into the treatment system and out into the distribution system.

Question ID	DWMR1016001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was the owner in compliance with the conditions associated with maximum flow rate or the rated/operational capacity in the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was in compliance with the conditions associated with maximum flow rate and/or the rated/operational capacity conditions. Municipal Drinking Water Licence # 091-104, Issue Number 4 list a maximum daily rated capacity of 190.08 m ³ /d into the distribution system. There have been no exceedances of the allowable rated capacity stated in the current Municipal Drinking Water Licence (190.08 m ³ /day) during the inspection review period. The MDWS water taking is less than 50,000 litres per day and therefore a Permit to Take Water (PTTW) is not required under the Ontario Water Resources Act, Section 34.			

Question ID	DWMR1018001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the owner ensure that equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner ensured that equipment was installed as required.			

During the physical inspection of the water system, it appeared that all equipment listed in the current Drinking Water Works Permit had been installed.

Question ID	DWMMR1023001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records indicate that the treatment equipment was operated in a manner that achieved the design capabilities prescribed by O. Reg. 170/03, Drinking Water Works Permit and/or Municipal Drinking Water Licence at all times that water was being supplied to consumers?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities prescribed. The Molesworth Water System uses sodium hypochlorite for primary disinfection of the groundwater supply and uses sodium silicate for the sequestering of iron and manganese. A review of SCADA records indicates that the chlorine residual at the treatment plant and in the distribution were above the minimum requirements to achieve proper disinfection of the groundwater supply. Daily SCADA summary sheets were provided for the inspection period and the information contained on these sheets indicate that the water system was functioning as designed to achieve primary disinfection of the groundwater supply.			

Question ID	DWMMR1024001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required. Documentation provided indicated that the target chlorine residual leaving the treatment plant is greater than 1.0 mg/L. This is to ensure that a chlorine residual of at least 0.2 mg/L is maintained at all points in the distribution system. Chlorine residual sample results taken in the distribution system during this inspection period indicate that the free chlorine was never below the minimum value of 0.05 mg/L.			

Question ID	DWMR1034001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (5); SDWA O. Reg. 170/03 7-2 (6);			
Question: Was secondary disinfectant residual tested as required for the small municipal residential distribution system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Secondary disinfectant residual was tested as required. Generally stated, distribution chlorine residuals are collected in the distribution system two (2) times per week. O. Reg. 170/03 requires the free chlorine to be measured two (2) times per week in the distribution system as a minimum. In accordance with O. Reg. 170/03 Schedule 8-3(3) the Owner/Operating Authority have met with the following prescribed conditions below: "8-3(3) The owner of a drinking-water system that provides secondary disinfection and the operating authority for the system shall ensure that at least two distribution samples are taken each week in accordance with subsection (3.1) and are tested immediately for, (a) free chlorine residual, if the system provides chlorination and does not provide chloramination; (3.1) At least one of the distribution samples referred to in subsection (3) must be taken at least 48 hours after, and during the same week as, one of the other distribution samples referred to in subsection (3)."			

Question ID	DWMR1030001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (1); SDWA O. Reg. 170/03 7-2 (2);			
Question: Was primary disinfection chlorine monitoring being conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit or at/near a location where the intended CT had just been achieved?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Primary disinfection chlorine monitoring was conducted as required. The chlorine monitoring at the pumphouse is conducted after the treated water has passed through the 600 mm contact chamber used to develop contact time. According to the O&M manual the pipe provides a residence time of approximately 6.78 minutes. At this point, it is understood that primary disinfection has taken place as long as the minimum chlorine residual identified in the CT calculation has been met. Details of how primary disinfection is achieved at the pumphouse are contained in the Operations and Maintenance Manual which indicate a minimum free chlorine residual of 0.60 mg/L.			

Question ID	DWMR1035001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Were operators examining continuous monitoring test results and did they examine the results within 72 hours of the test?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators were examining continuous monitoring test results as required. Daily summary sheets that provide an overview (minimum, maximum and average values) of the SCADA data are printed daily and they are reviewed, dated, and signed by an operator. Exceedances of a parameter (chlorine, flow) are highlighted on the summary sheet. Any abnormalities are recorded on the daily sheet and / or in the pumphouse logbook. The operator must ensure that the five-minute data is also reviewed to ensure the record is complete i.e. (loss of data due to communications failure) and free of errors.			

Question ID	DWMR1038001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Was continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format. The SCADA system is required to record the chlorine residual analyzer data for primary disinfection on a minimum five-minute interval. The records provided indicate that the recording frequency is less than 5 minutes for primary disinfection and the data provided includes a minimum, maximum and average for that period of time. The Owner is aware of the following requirements to ensure compliance with O. Reg. 170/03 Schedule 6: The Owner/Operating Authority must ensure that continuous monitoring and recording is conducted at all times as prescribed by O. Reg. 170/03 which states: Schedule 6-5 "(1) If a drinking water system uses continuous monitoring equipment for sampling and testing that is required under this Regulation, or under an approval or order, for a parameter set out in the Table to this section, the owner of the system and the operating authority for the system shall ensure that the following standards are met: 1. The continuous monitoring equipment must, except when no water is being directed to			

users of water sampled by the equipment,
i. test for the parameter with at least the minimum frequency specified in the Table for the parameter, and
ii. record the date, time, sampling location and result of every test for the parameter with at least the minimum frequency referred to in subparagraph i."

Question ID	DWMR1037001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			
Question: Were all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, equipped with alarms or shut-off mechanisms that satisfied the standards described in Schedule 6?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All required continuous monitoring equipment utilized for sampling and testing were equipped with alarms or shut-off mechanisms that satisfied the standards The continuous monitoring equipment for the chlorine residual leaving the treatment plant has a shutoff mechanism for the well pump and an alarm that dials out to on-call operators.			

Question ID	DWMR1040001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10;			
Question: Were all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All continuous analysers were calibrated, maintained, and operated as required. The chlorine analyzer is checked and calibrated regularly, and this information is recorded by operators in the pumphouse logbook.			

Question ID	DWMR1108001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);			
Question: Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, Municipal Drinking Water Licence, Drinking Water Works Permit, or order triggered an alarm or an automatic shut-off, did a qualified person respond as required and take appropriate actions?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

A qualified person responded as required and took appropriate actions.

Question ID	DWMR1099001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Do records show that water provided by the drinking water system met the Ontario Drinking Water Quality Standards?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records showed that not all water sample results met the Ontario Drinking Water Quality Standards. After reviewing laboratory results and monitoring data provided by the operating authority it was found that water provided by the system fully met the requirements of the prescribed drinking water quality standards during the inspection review period with the following exception: Notification was provided via Adverse Water Quality Incident (AWQI) # 162642 - Notice of Adverse Test Results of Total Coliform 1 cfu/100mL on July 18, 2023, regarding a water sample collected on July 17, 2023. All resample results showed non-detect for E. Coli and Total Coliform.			

Question ID	DWMR1082001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 11-2 (1); SDWA O. Reg. 170/03 11-2 (2); SDWA O. Reg. 170/03 11-2 (6);			
Question: Were distribution microbiological sampling requirements prescribed by Schedule 11-2 of O. Reg. 170/03 for small municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Distribution microbiological sampling requirements were met. In accordance with O. Reg. 170/03, s. 11-2. (1) "The owner of a drinking water system and the operating authority for the system shall ensure that, (a) at least one distribution sample is taken every two weeks, if the system provides treatment equipment in accordance with Schedule 1 or 2 and the equipment is operated in accordance with that Schedule: or (b) at least one distribution sample is taken every week, if clause (a) does not apply. (2) The owner of the drinking water system and the operating authority for the system shall			

ensure that each of the samples taken under subsection (1) is tested for,
(a) Escherichia coli;
(b) total coliforms; and
(c) if section 1-5 of Schedule 1 or subsection 2-5 (1) of Schedule 2 applies to the system,
general bacteria population expressed as colony counts on a heterotrophic plate count."

Distribution water sample results provided at the time of the inspection indicate that samples are being collected from the distribution system on a bi-weekly basis as required.

Question ID	DWMR1096001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-3 (1);			
Question: Did records confirm that chlorine residual tests were conducted at the same time and location as microbiological samples?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that chlorine residual tests were conducted as required. During the documentation review, records reviewed verify that chlorine residuals are being collected at the same time and location as microbiological samples from the treatment plant and the water distribution system. The Owner/Operator has fulfilled the requirements prescribed by O. Reg. 170/03 6-3(1) which requires a water sample be taken and tested for a microbiological parameter, the owner of the drinking water system and the operating authority for the system shall ensure that another sample is taken at the same time from the same location and is tested immediately for, (a) free chlorine residual if the system provides chlorination and does not provide chloramination;			

Question ID	DWMR1084001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-2;			
Question: Were inorganic parameter sampling requirements prescribed by Schedule 13-2 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Inorganic parameter sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-2, the owner of the Molesworth Drinking Water System shall ensure that a sample is taken and tested for every parameter set out in Schedule 23 of the regulation at least every 60 months. Monitoring for inorganic parameters			

was last completed on August 12, 2020, and therefore the monitoring requirements for inorganics have been met.

All sample results show that the treated water is within acceptable limits for the parameters listed in Schedule 23 of O. Reg. 170/03.

Question ID	DWMR1085001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-4 (1); SDWA O. Reg. 170/03 13-4 (2); SDWA O. Reg. 170/03 13-4 (3);			
Question: Were organic parameter sampling requirements prescribed by Schedule 13-4 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Organic parameter sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-4, the owner of the Molesworth Drinking Water System shall ensure that a sample is taken and tested for every parameter set out in Schedule 24 of the regulation at least every 60 months. Monitoring for organic parameters was last completed on August 12, 2020, and therefore the monitoring requirements for organics have been met. All sample results show that the treated water is within acceptable limits for the parameters listed in Schedule 24.			

Question ID	DWMR1086001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);			
Question: Were haloacetic acid sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Haloacetic acid sampling requirements were met. In accordance with Ontario Regulation 170/03 Schedule 13-6.1, the owner and operating authority shall ensure that at least one distribution water sample that is likely to have an elevated potential for the formation of Haloacetic acids (HAAs) is collected and tested for Haloacetic acids each calendar quarter. Currently under Reduced sampling as per O. Reg 170/03 Schedule 13-6.1 s (4) (5) (6). Haloacetic Acid monitoring was completed on the previous following dates during the			

inspection period: February 14, 2023 (6.28 ug/L), May 17, 2023 (12.4 ug/L), August 15, 2023 (9.38 ug/L), and November 13, 2023 (13.1 ug/L).

O. Reg. 169/03 standard (80 ug/L) and the O. Reg. 170/03 reporting requirements for HAAs came into effect on January 1, 2020, Owners/Operating authorities must perform the following calculations to determine compliance with the standard.

Question ID	DWMR1087001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);</p>			
<p>Question: Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Trihalomethane sampling requirements were met.</p> <p>Trihalomethanes monitoring was last completed on the following dates during the inspection period: February 10, 2021 (8.8 ug/L) May 10, 2021 (20.9 ug/L) August 9, 2021 (23.0 ug/L) and November 8, 2021 (10.2 ug/L).</p> <p>February 12, 2024 (16.24 ug/L).</p> <p>As of November 2018, the drinking water system was eligible for an exemption from trihalomethane sampling and testing for eight consecutive quarters as long as there are no alterations made to the system that may increase the trihalomethane levels.</p> <p>All sample results for this inspection period show that the treated water is within acceptable limits. Currently sampling as per O. Reg 170/03 Schedule 13-6 s (4) (5) (6).</p>			

Question ID	DWMR1088001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 13-7;</p>			
<p>Question: Were nitrate/nitrite sampling requirements prescribed by Schedule 13-7 of O. Reg. 170/03 met?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Nitrate/nitrite sampling requirements were met.</p> <p>In accordance with O. Reg. 170/03, Schedule 13-7, the owner of the Molesworth Drinking</p>			

Water System shall ensure that a sample for nitrate and nitrite is collected and tested every three (3) months. Nitrate and Nitrite monitoring was completed on the following dates during the inspection period: May 17, 2023, August 15, 2023, November 13, 2023, and February 12, 2024.

All sample results for this inspection period show that the treated water is within acceptable limits.

Question ID	DWMR1089001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-8;			
Question: Were sodium sampling requirements prescribed by Schedule 13-8 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Sodium sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-8, the owner of the Molesworth Drinking Water System shall ensure that a sample for sodium is collected and tested every 60 months. Sodium was last tested in the treated water on August 12, 2020. Therefore, this monitoring requirement for sodium has been met. The analytical sample results indicate that the treated water is below the reportable limit of 20 mg/L (12.1 mg/L).			

Question ID	DWMR1090001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-9;			
Question: Where fluoridation is not practiced, were fluoride sampling requirements prescribed by Schedule 13-9 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Fluoride sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-9, the owner of the Molesworth Drinking Water System shall ensure that a sample for fluoride is collected and tested every 60 months. Fluoride was last tested in the treated water on August 12, 2020. Therefore, this monitoring requirement for fluoride has been met. The analytical sample results indicate that the treated water is below the reportable limit of 1.5 mg/L (1.10 mg/L).			

Question ID	DWMR1104001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 16-6 (1); SDWA O. Reg. 170/03 16-6 (2); SDWA O. Reg. 170/03 16-6 (3); SDWA O. Reg. 170/03 16-6 (3.1); SDWA O. Reg. 170/03 16-6 (3.2); SDWA O. Reg. 170/03 16-6 (4); SDWA O. Reg. 170/03 16-6 (5); SDWA O. Reg. 170/03 16-6 (6);			
Question: Were immediate verbal notification requirements for adverse water quality incidents met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Immediate verbal notification requirements for adverse water quality incidents were met. All notifications were provided regarding Adverse Water Quality Incident (AWQI) # 162642 - Notice of Adverse Test Results of Total Coliform 1 cfu/100mL on July 18, 2023, regarding a water sample collected on July 17, 2023. All resample results showed non-detect for E. Coli and Total Coliform.			

Question ID	DWMR1102001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 18-10 (1); SDWA O. Reg. 170/03 18-11; SDWA O. Reg. 170/03 18-12; SDWA O. Reg. 170/03 18-13; SDWA O. Reg. 170/03 18-14; SDWA O. Reg. 170/03 18-2; SDWA O. Reg. 170/03 18-3; SDWA O. Reg. 170/03 18-4; SDWA O. Reg. 170/03 18-5; SDWA O. Reg. 170/03 18-6; SDWA O. Reg. 170/03 18-9;			
Question: For small municipal residential systems, were corrective actions, including any steps directed by the Medical Officer of Health, taken to address adverse conditions?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Corrective actions were taken to address adverse conditions. All corrective actions were taken regarding Adverse Water Quality Incident (AWQI) # 162642 - Notice of Adverse Test Results of Total Coliform 1 cfu/100mL on July 18, 2023, regarding a water sample collected on July 17, 2023. All resample results showed non-detect for E. Coli and Total Coliform.			

Question ID	DWMR1060001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the operations and maintenance manual(s) meet the requirements of the Municipal Drinking Water Licence?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

The operations and maintenance manual(s) met the requirements of the Municipal Drinking Water Licence.

During the site inspection, the operations and maintenance manuals (April 2015 with ongoing revisions) viewed at the Molesworth main treatment facility included a list of the criteria as set out by the MDWS Municipal Drinking Water Licence 091-104, Schedule B 16.0 Operations and Maintenance Manuals.

Question ID	DWMR1062001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-5;			
Question: Did records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03. All log records regarding O. Reg. 170/03 7-5 reviewed during the inspection period, identified the names of all operators of the facility and their respective signatures and/or initials. It should be noted that any entries in the log must be easily identified by the person making the entry in the logs. An example of this is if multiple operators make entries in the log. If this occurs, those persons must clearly identify who made the entry (i.e., by signature or initial).			

Question ID	DWMR1071001	Question Type	BMP
Legislative Requirement(s): Not Applicable			
Question: Did the owner provide security measures to protect components of the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner provided security measures to protect components of the drinking water system.			

Question ID	DWMR1073001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 23 (1);			

<p>Question: Was an overall responsible operator designated for all subsystems which comprise the drinking water system?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): An overall responsible operator was designated for all subsystem.</p> <p>The Molesworth Drinking Water System is classed as a Limited Groundwater System. The current Operator with Overall Responsibility (ORO) possesses a Water Distribution and Supply Subsystem Class 3 certificate. Information related to operator designation is contained in the Operations and Maintenance Manual.</p> <p>The ORO must meet one of the following certification requirements as a minimum: Water Distribution and Supply 1, or a Water Treatment 1, or hold a Limited Surface or Ground Water Certificate. If a person holds an active Water Treatment and/or Water Distribution OIT it applies across the province in any municipal Water Treatment system (Class I-IV). The regulation does allow an OIT to work in a Limited Ground Water System; "</p>

Question ID	DWMR1074001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 25 (1);			
Question: Were operators-in-charge designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators-in-charge were designated for all subsystems. <p>During the inspection period, it was found that the Operators responsible for the operations of the MDWS recorded the names of the operator-in-charge (OIC) in the facility log records.</p> <p>The Owner must ensure that one or more operators are designated as operator-in-charge (OIC) for each day that the facility is in operation. An OIC can be any operator with an applicable certificate to the type of operated subsystem.</p>			

Question ID	DWMR1075001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 22;			
Question: Were all operators certified as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All operators were certified as required. <p>A review of the operational staff certificates indicates that during the inspection period, all</p>			

operators of the drinking water system/subsystems had adequate certification.

Question ID	DWMR1076001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Were adjustments to the treatment equipment only made by certified operators?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Adjustments to the treatment equipment were only made by certified operators. Documentation provided at the time of inspection (logbooks and other record keeping mechanisms) indicated that only certified operational staff made adjustments to treatment processes.			



Stakeholder References

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web

Inspection Rating Record and Inspection Risk Methodology

APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection results since fiscal

year 2008-09. The primary goals of this assessment are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains up to 14 inspection modules and consists of approximately 120 regulatory questions. Those protocol questions are also linked to definitive guidance that ministry inspectors use when conducting MRDWS inspections.

ontario.ca/drinkingwater

The questions address a wide range of regulatory issues, from administrative procedures to drinking water quality monitoring. The inspection protocol also contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating less than 100 per cent does not mean the drinking water from the system is unsafe. It shows areas where a system’s operation can improve. The ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry’s annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario’s Risk Management Framework. Risk management is a systematic approach to identifying potential hazards, understanding the likelihood and consequences of the hazards, and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

$$\text{RISK} = \text{LIKELIHOOD} \times \text{CONSEQUENCE}$$

(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:	
Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 – 10% (Unlikely)	L = 1
11 – 49% (Possible)	L = 2
50 – 89% (Likely)	L = 3
90 – 100% (Almost Certain)	L = 4

TABLE 2:	
Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4×8) and the lowest would be 0 (0×1).

Table 3 presents a sample question showing the risk rating determination process.

TABLE 3:

Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?

Risk = Likelihood × Consequence

C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions related to regulatory compliance and input their “yes”, “no” or “not applicable” responses into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone); type of inspection (i.e., focused, detailed); and source type (i.e., groundwater, surface water).

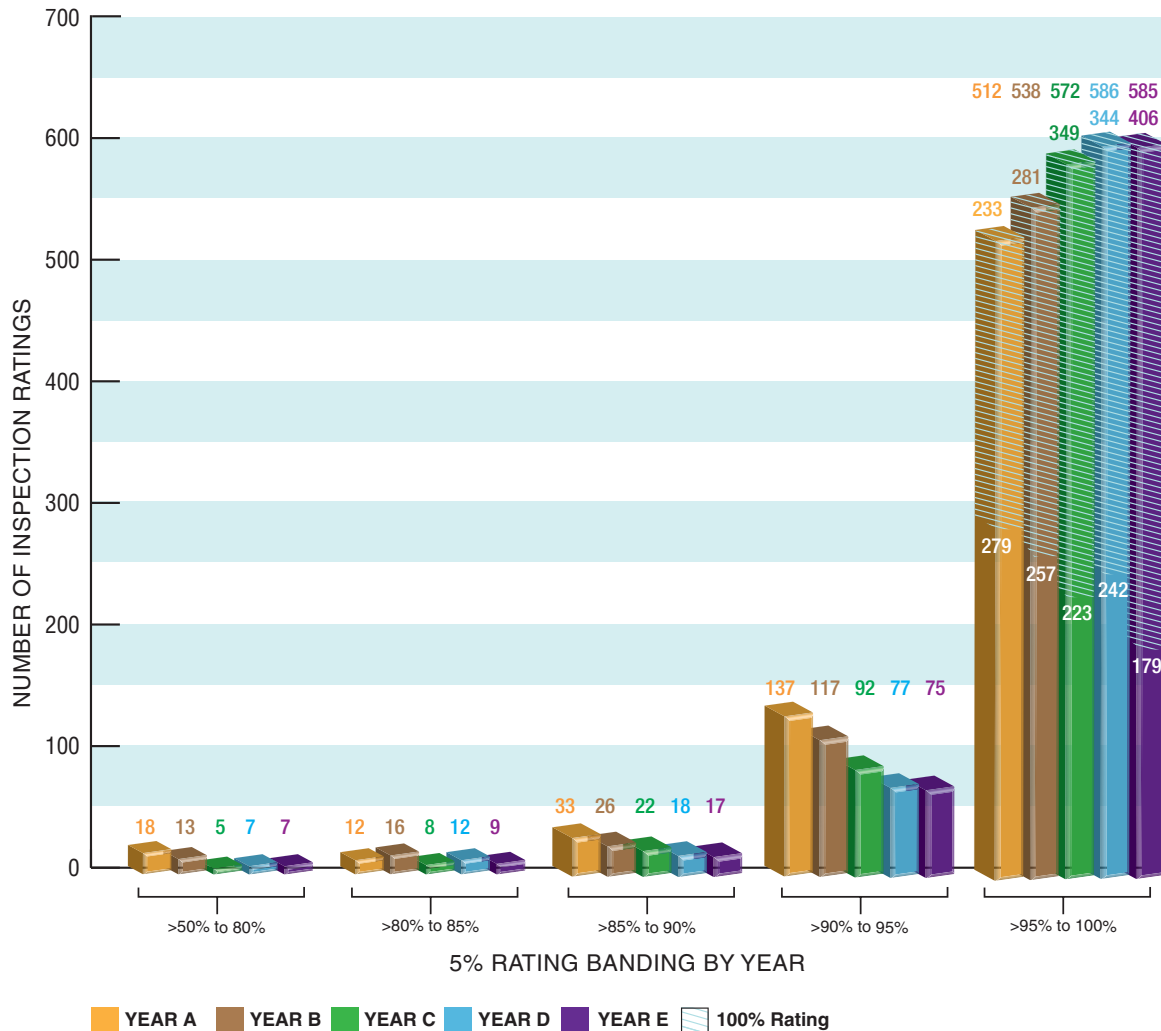
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry's Chief Drinking Water Inspector's Annual Report.

Figure 1 presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 14 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 14 modules are:

- | | | | |
|-------------------------|------------------------|---------------------------------------|--|
| 1. Source | 5. Process Wastewater | 9. Contingency and Emergency Planning | 12. Water Quality Monitoring |
| 2. Permit to Take Water | 6. Distribution System | 10. Consumer Relations | 13. Reporting, Notification and Corrective Actions |
| 3. Capacity Assessment | 7. Operations Manuals | 11. Certification and Training | 14. Other Inspection Findings |
| 4. Treatment Processes | 8. Logbooks | | |

For further information, please visit www.ontario.ca/drinkingwater

Ministry of the Environment, Conservation and Parks - Inspection Summary Rating Record (Reporting Year - 2024-25)

DWS Name:	MOLESWORTH DRINKING WATER SYSTEM
DWS Number:	260034996
DWS Owner:	MUNICIPALITY OF NORTH PERTH
Municipal Location:	NORTH PERTH
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	May-22-2024
Ministry Office:	London District Office

Maximum Risk Rating: 439

Inspection Module	Non Compliance Risk (X out of Y)
Capacity Assessment	0/30
Certification and Training	0/42
Logbooks	0/14
Operations Manuals	0/14
Reporting & Corrective Actions	0/66
Source	0/14
Treatment Processes	0/168
Water Quality Monitoring	0/91
Overall - Calculated	0/439

Inspection Risk Rating:	0.00%
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Final Inspection Rating:	100.00%
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DWS Name:	MOLESWORTH DRINKING WATER SYSTEM
DWS Number:	260034996
DWS Owner Name:	MUNICIPALITY OF NORTH PERTH
Municipal Location:	NORTH PERTH
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	May-22-2024
Ministry Office:	London District Office

All legislative requirements were met. No detailed rating scores.

Maximum Question Rating: 439

Inspection Risk Rating:	0.00%
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FINAL INSPECTION RATING:	100.00%
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**Ministry of the Environment,
Conservation and Parks**

Drinking Water and Environmental
Compliance Division

733 Exeter Rd
London ON N6E 1L3
Tel (519) 873-5000
Fax (519) 873-5020

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**

Division de la conformité en matière
d'eau potable et d'environnement

733, rue Exeter
London ON N6E 1L3
Tel (519) 873-5000
Fax (519) 873-5020



File No. PE-NP-AT-540 WW# 260065260

July 4, 2024

The Municipality of North Perth
330 Wallace Avenue North
Listowel, Ontario, N4W 1L3

Attention: Mr. Mark Hackett, Manager of Environmental Services

Re: Atwood Drinking Water System (Water Works #260065260)
Inspection conducted on May 23, 2024

The enclosed Drinking Water Inspection Report outlines non-compliance, if any, with Ministry legislation, and policies for the above noted water system. Violations noted in this report, if any, have been evaluated based on community risk. These violations will be monitored for compliance with the minimum standards for drinking water in Ontario as set forth under the *Safe Drinking Water Act* and associated regulations. Where risk is deemed to be high and/or compliance is an ongoing concern, violations will be forwarded to this Ministry's Investigation and Enforcement Branch.

Section 19 of the *Safe Drinking Water Act* (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "*Taking Care of Your Drinking Water: A guide for members of municipal council*" found under "Resources" on the Drinking Water Ontario website at <https://www.ontario.ca/environment-and-energy/taking-care-your-drinking-water-guide-members-municipal-councils>

The IRR is a summarized quantitative measure of the drinking water system's annual inspection and is published in the Ministry's Chief Drinking Water Inspector's Annual Report. The Risk Methodology document describes the risk rating methodology which has been applied to the findings of the Ministry's municipal residential drinking water system inspection results.

If you have any questions or concerns regarding the rating, please contact Mark Smith, Water Compliance Supervisor, at Mark.Smith@ontario.ca or (226)873-5020.

Yours truly,



Jim Miller
Provincial Officer
London District Office
jim.w.miller@ontario.ca

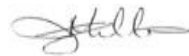
cc. Mr. Scott Brooks
Huron Perth Public Health
Maitland Valley Conservation Authority
London District File



ATWOOD DRINKING WATER SYSTEM
Physical Address: 246 QUEEN ST, , NORTH
PERTH, ON N0G 1B0

INSPECTION REPORT

System Number: 260065260
Entity: MUNICIPALITY OF NORTH
PERTH
Inspection Start Date: May 23, 2024
Site Inspection Date: May 23, 2024
Inspection End Date: June 17, 2024
Inspected By: Jim Miller
Badge #: 1102



(signature)

INTRODUCTION

Purpose

This announced focused inspection was conducted to confirm compliance with Ministry of the Environment, Conservation and Parks' (MECP) legislation and conformance with ministry drinking water policies and guidelines.

Scope

The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management and the operation of the system.

The inspection of the drinking water system included both the physical inspection of the component parts of the system listed in section 4 "Systems Components" of the report and the review of data and documents associated with the operation of the drinking water system during the review period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Facility Contacts and Dates

The drinking water system is owned by The Municipality of North Perth and operated by The Municipality of North Perth.

The system serves an estimated population of 250 and is categorized as a Large Municipal Residential System.

Provincial Officer Jim Miller conducted an announced physical inspection of the Atwood Drinking Water System (ADWS) Water Works # 260065260 on May 23, 2024.

Information reviewed for this inspection covered the time period of May 1, 2023, through April 30, 2024.

Systems/Components

All locations associated with primary disinfection were visited as part of this inspection. The following sites were visited as part of the inspection of the drinking water system:

Raw Water Source:

The production wells utilized by the Atwood Drinking Water System are identified as Danbrook Production Well #1 well record (#5003961) was drilled in 1992 and, the Smith Production Well #2 well record (#5005527) was drilled in 2003.

ATWOOD Pumphouse:

The Atwood Treatment Plant is a single storey building located on the west side of Queen Street in the Village of Atwood.

Permissions/Approvals

This drinking water system was subject to specific conditions contained within the following permissions and/or approvals at the time of the inspection in addition to the requirements of the SDWA and its regulations:

1/ Municipal Drinking Water Licence (MDWL) #091-101, dated March 20, 2020.

2/ Drinking Water Works Permit (DWWP) #091-201, dated March 20, 2020.

3/ Ministry of the Environment Permit to Take Water (PTTW) #1771-9UVR3Y dated April 15, 2015

NON-COMPLIANCE

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

RECOMMENDATIONS

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

Ministry Program: DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1007001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (1)1;			
Question: Was the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials. At the time of the inspection, the Smith and Danbrook well casings were found to be securely mounted into the ground. The well casings had locked vermin proof caps attached to the well casings and the well vents were fitted with fine mesh screens. The Danbrook well was located within a locked aluminum enclosure surrounded by four (4) bollards to prevent vehicular damage.			

Question ID	DWMR1009001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were measures in place to protect the groundwater and/or GUDI source in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Measures were in place to protect the groundwater and/or GUDI source. The Operations and Maintenance Manual includes a Well Inspection and Maintenance Plan as required by the current Municipal Drinking Water Licence #091-101, Issue Number: 4, Schedule B section 16.2.9 for the inspection and maintenance of the groundwater well. The plan describes the methods by which a well inspection and rehabilitation program are conducted. The plan was last updated on May 3, 2023.			

Question ID	DWMR1014001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			

<p>Question: Was flow monitoring performed as required by the Municipal Drinking Water Licence or Drinking Water Works Permit?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Flow monitoring was performed as required.</p> <p>The Owner has ensured that a sufficient number of flow measuring devices have been installed, maintained, and operated to measure the flow rate and daily quantity of water being taken from the source Well 1 and 2; conveyed to and through the treatment plant; and the flow rate of treated water supplied to the distribution system.</p> <p>Municipal Drinking Water Licence #091-101, Issue Number 4 Schedule C Section 2.0 issued for the ADWS requires the drinking water system to be equipped with a sufficient number of flow measuring devices to permit the continuous measurement and recording of the flow rate and daily volume of water conveyed into the treatment system and the flow rate and daily volume of water conveyed from the treatment system to the distribution system. The ADWS is equipped with two (2) well flow meters and one (1) distribution flow meter to comply with the requirements of the PTTW and the Municipal Drinking Water Licence.</p>

Question ID	DWMR1016001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Was the owner in compliance with the conditions associated with maximum flow rate or the rated/operational capacity in the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner was in compliance with the conditions associated with maximum flow rate and/or the rated/operational capacity conditions.			
Municipal Drinking Water Licence #091-101, Issue Number 4 issued March 20, 2020, list a maximum daily rated capacity of the main plant, of 588.96 m ³ /d of treated water into the distribution system.			
A review of the water taking records provided by the Owner for the inspection period, found no exceedances of the water taking limits during the inspection review period.			
It should be noted that the total daily taking from each well was not exceeded during the inspection period for Danbrook Well 326.8 m ³ /d and Smith Well at 262.08 m ³ /d.			

Question ID	DWMR1018001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			

<p>Question: Did the owner ensure that equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): The owner ensured that equipment was installed as required.</p> <p>During the onsite inspection, the equipment located at the ADWS was reviewed against the description in the Atwood Drinking Water System Drinking Water Works Permit #091-201, Issue Number: 4, issued March 20,2020.</p> <p>The equipment at the ADWS was observed to be comparatively consistent with the descriptions in the Works Permit.</p>

Question ID	DWMMR1025001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Were all parts of the drinking water system that came in contact with drinking water disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All parts of the drinking water system were disinfected as required.			

Question ID	DWMMR1023001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records indicate that the treatment equipment was operated in a manner that achieved the design capabilities prescribed by O. Reg. 170/03, Drinking Water Works Permit and/or Municipal Drinking Water Licence at all times that water was being supplied to consumers?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities prescribed. <p>The Atwood Drinking Water System utilizes sodium hypochlorite for primary disinfection of the groundwater supply and uses sodium silicate for the sequestering of iron and manganese. A review of SCADA records indicates that the chlorine residual at the treatment plant and in the distribution were above the minimum requirements to achieve proper disinfection of the groundwater supply.</p>			

Daily SCADA summary sheets were provided for the inspection period, and the information contained on these sheets indicate that the water system was functioning as designed to achieve primary disinfection of the groundwater supply.

Question ID	DWMR1024001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Did records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection was operated as required. Documentation reviewed for the inspection period, indicates that the free chlorine residual for the distribution system was within acceptable limits during the course of this inspection period. It should be noted that any records provided indicating less than 0.05 mg/L of free chlorine in the distribution system was logged by the operator and included the reason for the erroneous readings and any corrective actions taken (i.e. meter calibration).			

Question ID	DWMR1033001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (3); SDWA O. Reg. 170/03 7-2 (4);			
Question: Was secondary disinfectant residual tested as required for the large municipal residential distribution system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Secondary disinfectant residual was tested as required. Located within the confines of the Smith Well House is a continuous online chlorine analyzer used to record the distribution system free chlorine residual The data logged by this analyzer is captured by the SCADA system and is typically reviewed daily by the operator. Bacteriological samples and chlorine residual samples are also taken from different points in the distribution system on a weekly basis			

Question ID	DWMR1030001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-2 (1); SDWA O. Reg. 170/03 7-2 (2);			

<p>Question: Was primary disinfection chlorine monitoring being conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit or at/near a location where the intended CT had just been achieved?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Primary disinfection chlorine monitoring was conducted as required.</p> <p>Details regarding how primary disinfection is achieved at the pumphouse are contained in the Operations and Maintenance Manual.</p> <p>The chlorine monitoring at the pumphouse is conducted after the treated water has passed through the below grade reservoir. At this point, it is understood that primary disinfection has taken place as long as the minimum chlorine residual identified in the CT calculation has been met.</p>

Question ID	DWMR1035001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Were operators examining continuous monitoring test results and did they examine the results within 72 hours of the test?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators were examining continuous monitoring test results as required.			
Documentation provided at the time of inspection, indicate that the data was reviewed within the prescribed 72 hour period. Typically, the operator reviews the data daily and records the minimum, maximum and average free chlorine values on the daily log sheet.			
Daily summary sheets that provide an overview (minimum, maximum and average values) of the SCADA data are printed on a daily basis. This information is reviewed, dated and signed off by a certified operator. Any exceedances of a parameter (free chlorine, flow etc.) are highlighted on the summary sheet. All abnormalities are recorded on the daily sheet and / or in the pumphouse logbook.			
The operator must ensure that the five minute data is also reviewed in detail to ensure that the record is complete i.e. (loss of data due to communications failure, logger malfunction etc.) and free of erroneous data.			

Question ID	DWMR1038001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4;			
Question: Was continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03			

requirements performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format?

Compliance Response(s)/Corrective Action(s)/Observation(s):

Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency and recording data with the prescribed format.

The SCADA system is required to record the chlorine residual analyzer data for primary disinfection on a minimum five minute interval. The records provided indicate that the recording frequency is less than 5 minutes for primary and the data provided includes a minimum, maximum and average for that period of time.

The Owner is aware of the following requirements to ensure compliance with O. Reg. 170/03 Schedule 6:

The Owner/Operating Authority must ensure that continuous monitoring and recording is conducted at all times as prescribed by O. Reg. 170/03 which states:

Schedule 6-5 "(1) If a drinking water system uses continuous monitoring equipment for sampling and testing that is required under this Regulation, or under an approval or order, for a parameter set out in the Table to this section, the owner of the system and the operating authority for the system shall ensure that the following standards are met:

1. The continuous monitoring equipment must, except when no water is being directed to users of water sampled by the equipment,
 - i. test for the parameter with at least the minimum frequency specified in the Table for the parameter, and
 - ii. record the date, time, sampling location and result of every test for the parameter with at least the minimum frequency referred to in subparagraph i."

Question ID	DWMR1037001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);</p>			
<p>Question: Were all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, equipped with alarms or shut-off mechanisms that satisfied the standards described in Schedule 6?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): All required continuous monitoring equipment utilized for sampling and testing were equipped with alarms or shut-off mechanisms that satisfied the standards At the time of inspection, the continuous monitoring equipment for the chlorine residual leaving the treatment plant had a shutoff mechanism for the well pump and an alarm that dials out to on-call operators.</p>			

Question ID	DWMR1040001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)1-4; SDWA O. Reg. 170/03 6-5 (1)5-10;</p>			
<p>Question: Were all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): All continuous analysers were calibrated, maintained, and operated as required.</p> <p>Documentation provided during the inspection period, indicate that routine analyzer maintenance, accuracy verification checks and calibrations had been conducted. It was found during review of the free chlorine analyzer calibration log records that the required margin of error had typically been maintained as prescribed by O. Reg. 170/03 s 6-5 (1) 10, of Schedule 6.</p> <p>"10. If the manufacturer's instructions do not indicate how often to check and calibrate the continuous monitoring equipment and paragraph 9 does not apply, the equipment must be checked and calibrated as often as necessary to ensure that test results are within the following margins of error:</p> <ul style="list-style-type: none"> i. In the case of free chlorine residual, 0.05 milligrams per litre, if the concentrations usually measured by the equipment are less than or equal to 1.0 milligrams per litre, and proportionally higher if the concentrations usually measured are greater than 1.0 milligrams per litre, ii. In the case of free chlorine residual and total chlorine residual measured for the purpose of determining combined chlorine residual, 0.05 milligrams per litre, if the concentrations usually measured by the equipment are less than or equal to 1.0 milligrams per litre, and proportionally higher if the concentrations usually measured are greater than 1.0 milligrams per litre," 			

Question ID	DWMR1108001	Question Type	Legislative
<p>Legislative Requirement(s): SDWA O. Reg. 170/03 6-5 (1)5-10; SDWA O. Reg. 170/03 6-5 (1.1);</p>			
<p>Question: Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, Municipal Drinking Water Licence, Drinking Water Works Permit, or order triggered an alarm or an automatic shut-off, did a qualified person respond as required and take appropriate actions?</p>			
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): A qualified person responded as required and took appropriate actions.</p>			

After reviewing the monitoring data provided by the Owner, it was found that operators responded to the alarms generated during the inspection period within a reasonable amount of time.

Question ID	DWMR1099001	Question Type	Information
Legislative Requirement(s): Not Applicable			
Question: Do records show that water provided by the drinking water system met the Ontario Drinking Water Quality Standards?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records showed that all water sample results met the Ontario Drinking Water Quality Standards. After a review of the laboratory results provided by the Owner, it was found that water provided by the system fully met the requirements of the prescribed drinking water quality standards during the inspection review period.			

Question ID	DWMR1083001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-3;			
Question: Were treated microbiological sampling requirements prescribed by Schedule 10-3 of O. Reg. 170/03 for large municipal residential systems met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Treated microbiological sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 10-3, the Owner is required to collect one (1) treated water sample each week and analyze the sample for E. coli, total coliform and HPC. A review of the statement of analytical results for the inspection period confirmed that one (1) treated water samples was typically taken each week and analyzed for E.coli, total coliform and HPC. Documentation provided by the Owner during the inspection period indicates that all treated water microbial monitoring requirements have been met.			

Question ID	DWMR1081001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 10-2 (1); SDWA O. Reg. 170/03 10-2 (2); SDWA O. Reg. 170/03 10-2 (3);			

<p>Question: Were distribution microbiological sampling requirements prescribed by Schedule 10-2 of O. Reg. 170/03 for large municipal residential systems met?</p>
<p>Compliance Response(s)/Corrective Action(s)/Observation(s): Distribution microbiological sampling requirements were met.</p> <p>In accordance with O. Reg. 170/03, Schedule 10-2, and based on the population served of less than a 1000 persons, the Owner/Operating Authority is required to take a minimum of eight (8) distribution system samples each month, ensuring that at least one sample is taken in each week of the month. Each of the distribution samples are to be analyzed for E.coli, total coliform and 25% of the samples must be analyzed for background colony counts based on a heterotrophic plate count (HPC).</p> <p>Documentation provided by the Owner during the inspection period indicates that all distribution system water microbial monitoring requirements have been met.</p>

Question ID	DWMR1096001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 6-3 (1);			
Question: Did records confirm that chlorine residual tests were conducted at the same time and location as microbiological samples?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Records confirmed that chlorine residual tests were conducted as required.			
During the documentation review, records reviewed verify that chlorine residuals are being collected at the same time and location as microbiological samples from the water distribution system and at the treatment plant during operational checks.			
The Owner/Operator has fulfilled the requirements prescribed by O. Reg. 170/03 6-3(1) which requires a water sample be taken and tested for a microbiological parameter, the owner of the drinking water system and the operating authority for the system shall ensure that another sample is taken at the same time from the same location and is tested immediately for, (a) free chlorine residual, if the system provides chlorination and does not provide chloramination; or (b) combined chlorine residual, if the system provides chloramination.			

Question ID	DWMR1084001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-2;			
Question: Were inorganic parameter sampling requirements prescribed by Schedule 13-2 of O. Reg. 170/03 met?			

Compliance Response(s)/Corrective Action(s)/Observation(s):

Inorganic parameter sampling requirements were met.

In accordance with O. Reg. 170/03, Schedule 13-2, the owner of the Atwood Drinking Water System shall ensure that a sample is taken and tested for every parameter set out in Schedule 23 of the regulation at least every 36 months. Monitoring for inorganics was last completed on August 9, 2021, and therefore the monitoring requirements for inorganics have been met.

All sample results show that the treated water is within acceptable limits for the parameters listed in Schedule 23 of O. Reg. 170/03.

Question ID	DWMR1085001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-4 (1); SDWA O. Reg. 170/03 13-4 (2); SDWA O. Reg. 170/03 13-4 (3);			
Question: Were organic parameter sampling requirements prescribed by Schedule 13-4 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Organic parameter sampling requirements were met.			
In accordance with O. Reg. 170/03, Schedule 13-4, the owner of the Atwood Drinking Water System shall ensure that a sample is taken and tested for every parameter set out in Schedule 24 of the regulation at least every 36 months. Monitoring for organics was last completed on August 9, 2021, and therefore the monitoring requirements for organics have been met.			
All sample results show that the treated water is within acceptable limits for the parameters listed in Schedule 24 of O. Reg. 170/03.			

Question ID	DWMR1086001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6.1 (1); SDWA O. Reg. 170/03 13-6.1 (2); SDWA O. Reg. 170/03 13-6.1 (3); SDWA O. Reg. 170/03 13-6.1 (4); SDWA O. Reg. 170/03 13-6.1 (5); SDWA O. Reg. 170/03 13-6.1 (6);			
Question: Were haloacetic acid sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Haloacetic acid sampling requirements were met.			
In accordance with Ontario Regulation 170/03 Schedule 13-6.1, the owner and operating			

authority shall ensure that at least one distribution water sample that is likely to have an elevated potential for the formation of Haloacetic acids (HAAs) is collected and tested for Haloacetic acids each calendar quarter.

Haloacetic Acid monitoring was completed on the previous following dates during the inspection period: February 14, 2023, May 17, 2023, August 15, 2023, November 13, 2023, and February 12, 2024.

Question ID	DWMR1087001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-6 (1); SDWA O. Reg. 170/03 13-6 (2); SDWA O. Reg. 170/03 13-6 (3); SDWA O. Reg. 170/03 13-6 (4); SDWA O. Reg. 170/03 13-6 (5); SDWA O. Reg. 170/03 13-6 (6);			
Question: Were trihalomethane sampling requirements prescribed by Schedule 13-6 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Trihalomethane sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-6, the owner of the Atwood Drinking Water System shall ensure that a sample for trihalomethanes is collected and tested form the distribution system each calendar quarter. Trihalomethanes monitoring was completed on the following dates during the inspection period: February 14, 2023, May 17, 2023, August 15, 2023, November 13, 2023, and February 12, 2024.			

Question ID	DWMR1088001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-7;			
Question: Were nitrate/nitrite sampling requirements prescribed by Schedule 13-7 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Nitrate/nitrite sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-7, the owner of the Atwood Drinking Water System shall ensure that a sample for nitrate and nitrite is collected and tested every three (3) months. Nitrate and Nitrite monitoring was completed on the following dates during the inspection period: February 14, 2023, May 17, 2023, August 15, 2023, November 13, 2023, and February 12, 2024.			

Question ID	DWMR1089001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-8;			
Question: Were sodium sampling requirements prescribed by Schedule 13-8 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Sodium sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-8, the owner of the Atwood Drinking Water System shall ensure that a sample for sodium is collected and tested every 60 months. Sodium was last tested in the treated water on August 15, 2023. Therefore, this monitoring requirement for sodium has been met. The analytical sample results indicate that the treated water is above the reportable limit of 20 mg/L (24.4 mg/L). The Medical Officer of Health usually informs local physicians and consumers where the sodium level exceeds 20 mg/L. This allows those affected individuals to adjust their sodium intake to meet their needs.			

Question ID	DWMR1090001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 13-9;			
Question: Where fluoridation is not practiced, were fluoride sampling requirements prescribed by Schedule 13-9 of O. Reg. 170/03 met?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Fluoride sampling requirements were met. In accordance with O. Reg. 170/03, Schedule 13-9, the owner of the Atwood Drinking Water System shall ensure that a sample for fluoride is collected and tested every 60 months. Fluoride was last tested in the treated water on August 15, 2023. Therefore this monitoring requirement for fluoride has been met. The analytical sample results indicate that the treated water is below the reportable limit of 1.5 mg/L (1.12 mg/L).			

Question ID	DWMR1104001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 16-6 (1); SDWA O. Reg. 170/03 16-6 (2); SDWA O. Reg. 170/03 16-6 (3); SDWA O. Reg. 170/03 16-6 (3.1); SDWA O. Reg. 170/03 16-6 (3.2); SDWA O. Reg. 170/03 16-6 (4); SDWA O. Reg. 170/03 16-6 (5); SDWA O. Reg. 170/03 16-6 (6);			

Question: Were immediate verbal notification requirements for adverse water quality incidents met?
Compliance Response(s)/Corrective Action(s)/Observation(s): Immediate verbal notification requirements for adverse water quality incidents were met.

Question ID	DWMR1101001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 17-1; SDWA O. Reg. 170/03 17-10 (1); SDWA O. Reg. 170/03 17-11; SDWA O. Reg. 170/03 17-12; SDWA O. Reg. 170/03 17-13; SDWA O. Reg. 170/03 17-14; SDWA O. Reg. 170/03 17-2; SDWA O. Reg. 170/03 17-3; SDWA O. Reg. 170/03 17-4; SDWA O. Reg. 170/03 17-5; SDWA O. Reg. 170/03 17-6; SDWA O. Reg. 170/03 17-9;			
Question: For large municipal residential systems, were corrective actions, including any steps directed by the Medical Officer of Health, taken to address adverse conditions?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Corrective actions were taken to address adverse conditions.			

Question ID	DWMR1060001	Question Type	Legislative
Legislative Requirement(s): SDWA 31 (1);			
Question: Did the operations and maintenance manual(s) meet the requirements of the Municipal Drinking Water Licence?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The operations and maintenance manual(s) met the requirements of the Municipal Drinking Water Licence. During the site inspection, the operations and maintenance manuals viewed at the Atwood main treatment facility included a list of the criteria as set out by the ADWS Municipal Drinking Water Licence 091-101, Schedule B 16.0 Operations and Maintenance Manuals.			

Question ID	DWMR1062001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 7-5;			
Question: Did records or other record keeping mechanisms confirm that operational testing not			

performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03?

Compliance Response(s)/Corrective Action(s)/Observation(s):

Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was done by a certified operator, water quality analyst, or person who met the requirements of Schedule 7-5 of O. Reg. 170/03.

All log records regarding O. Reg. 170/03 7-5 reviewed during the inspection period, identified the names of all operators of the facility and their respective signatures and/or initials. It should be noted that any entries in the log must be identified by the person making the entry in the logs. An example of this is if multiple operators make entries in the log. If this occurs, those persons must clearly identify who made the entry (i.e., by signature or initial).

Question ID	DWMR1071001	Question Type	BMP
Legislative Requirement(s): Not Applicable			
Question: Did the owner provide security measures to protect components of the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): The owner provided security measures to protect components of the drinking water system.			

Question ID	DWMR1073001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 23 (1);			
Question: Was an overall responsible operator designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): An overall responsible operator was designated for all subsystem.			
At the time of inspection, the Owner had designated the Overall Responsible Operator (ORO) for the ADWS and has provision for a backup ORO in the event the designated ORO at the time is unable to respond.			
The ORO possesses a Water Distribution and Supply Subsystem certificate equal to or greater than the designated classification.			
The Atwood Drinking Water System is classed as a Water Distribution and Supply Subsystem Class 2, Certificate # 4805.			

Question ID	DWMR1074001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 25 (1);			
Question: Were operators-in-charge designated for all subsystems which comprise the drinking water system?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Operators-in-charge were designated for all subsystems. During the inspection period, it was found that the Operators responsible for the operations of the ADWS recorded the names of the operator-in-charge (OIC) in the facility log records. In accordance with O. Reg. 128/04 s. 25. (1) "The owner or operating authority of a subsystem or a person authorized by the owner or operating authority shall designate one or more operators as operators-in-charge of the subsystem O. Reg. 128/04, s. 25 (1)." The Owner must ensure that one or more operators are designated as operator- in-charge (OIC) for each day that the facility is in operation. An OIC can be any operator with an applicable certificate to the type of operated subsystem. An operator-in-training (OIT) cannot be designated as an OIC; any log entries made by the OIT must be approved by the OIC and clearly documented in the log at the time of entry.			

Question ID	DWMR1075001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 128/04 22;			
Question: Were all operators certified as required?			
Compliance Response(s)/Corrective Action(s)/Observation(s): All operators were certified as required.			

Question ID	DWMR1076001	Question Type	Legislative
Legislative Requirement(s): SDWA O. Reg. 170/03 1-2 (2);			
Question: Were adjustments to the treatment equipment only made by certified operators?			
Compliance Response(s)/Corrective Action(s)/Observation(s): Adjustments to the treatment equipment were only made by certified operators. Documentation provided at the time of inspection, indicate that only certified operators made			

adjustment to the drinking water system.

Stakeholder References

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à waterforms@ontario.ca si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site www.ontario.ca/eaupotable

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web



Inspection Rating Record and Inspection Risk Methodology

APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection results since fiscal

year 2008-09. The primary goals of this assessment are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains up to 14 inspection modules and consists of approximately 120 regulatory questions. Those protocol questions are also linked to definitive guidance that ministry inspectors use when conducting MRDWS inspections.

ontario.ca/drinkingwater

The questions address a wide range of regulatory issues, from administrative procedures to drinking water quality monitoring. The inspection protocol also contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating less than 100 per cent does not mean the drinking water from the system is unsafe. It shows areas where a system's operation can improve. The ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry's annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario's Risk Management Framework. Risk management is a systematic approach to identifying potential hazards, understanding the likelihood and consequences of the hazards, and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

$$\text{RISK} = \text{LIKELIHOOD} \times \text{CONSEQUENCE}$$

(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:	
Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 - 10% (Unlikely)	L = 1
11 - 49% (Possible)	L = 2
50 - 89% (Likely)	L = 3
90 - 100% (Almost Certain)	L = 4

TABLE 2:	
Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4×8) and the lowest would be 0 (0×1).

Table 3 presents a sample question showing the risk rating determination process.

TABLE 3:

Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?

Risk = Likelihood × Consequence

C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions related to regulatory compliance and input their “yes”, “no” or “not applicable” responses into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone); type of inspection (i.e., focused, detailed); and source type (i.e., groundwater, surface water).

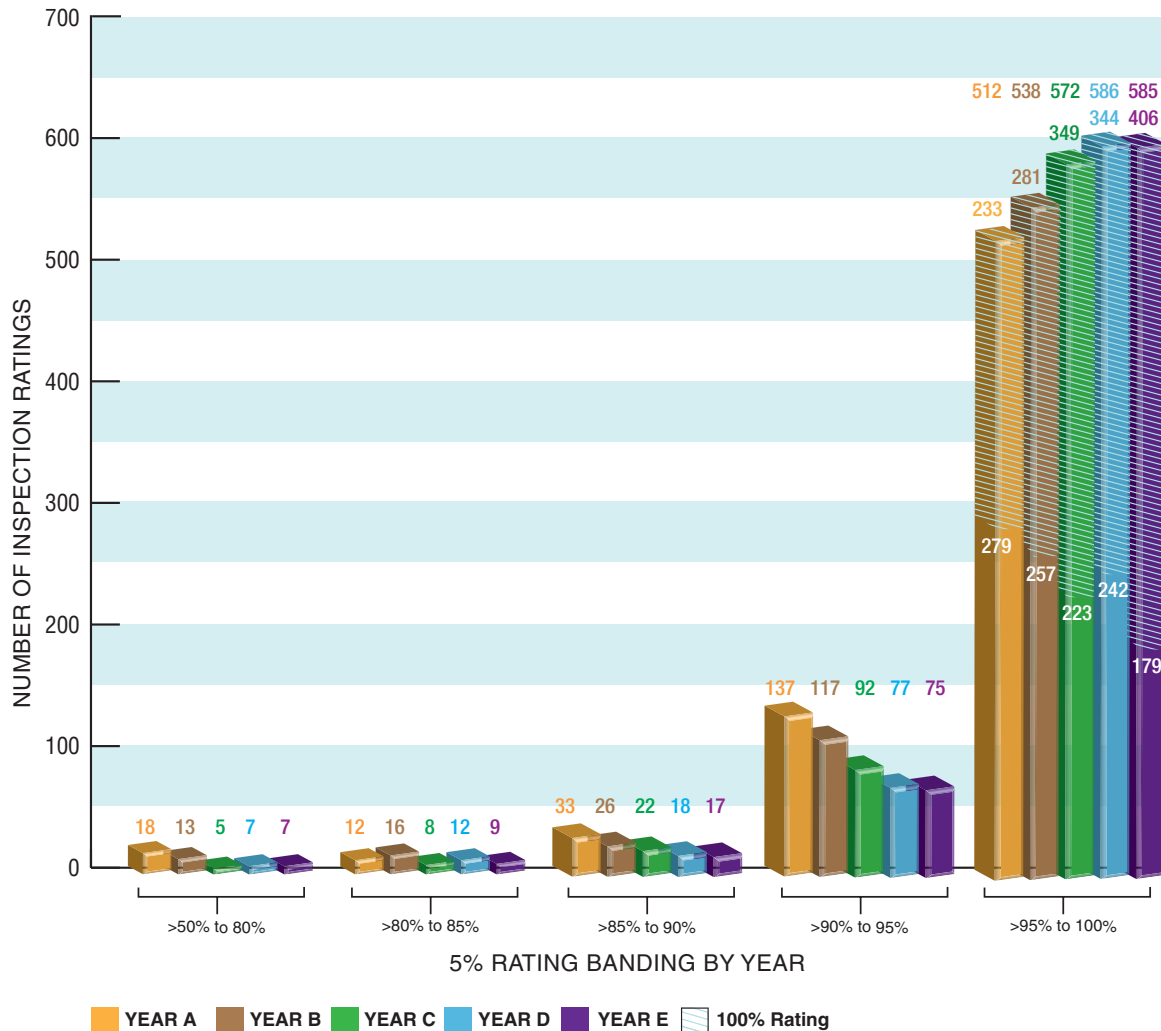
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry's Chief Drinking Water Inspector's Annual Report.

Figure 1 presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 14 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 14 modules are:

- | | | | |
|-------------------------|------------------------|---------------------------------------|--|
| 1. Source | 5. Process Wastewater | 9. Contingency and Emergency Planning | 12. Water Quality Monitoring |
| 2. Permit to Take Water | 6. Distribution System | 10. Consumer Relations | 13. Reporting, Notification and Corrective Actions |
| 3. Capacity Assessment | 7. Operations Manuals | 11. Certification and Training | 14. Other Inspection Findings |
| 4. Treatment Processes | 8. Logbooks | | |

For further information, please visit www.ontario.ca/drinkingwater

Ministry of the Environment, Conservation and Parks - Inspection Summary Rating Record (Reporting Year - 2024-25)

DWS Name:	ATWOOD DRINKING WATER SYSTEM
DWS Number:	260065260
DWS Owner:	MUNICIPALITY OF NORTH PERTH
Municipal Location:	NORTH PERTH
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	May-23-2024
Ministry Office:	London District Office

Maximum Risk Rating: 481

Inspection Module	Non Compliance Risk (X out of Y)
Capacity Assessment	0/30
Certification and Training	0/42
Logbooks	0/14
Operations Manuals	0/14
Reporting & Corrective Actions	0/66
Source	0/14
Treatment Processes	0/189
Water Quality Monitoring	0/112
Overall - Calculated	0/481

Inspection Risk Rating:	0.00%
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Final Inspection Rating:	100.00%
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DWS Name:	ATWOOD DRINKING WATER SYSTEM
DWS Number:	260065260
DWS Owner Name:	MUNICIPALITY OF NORTH PERTH
Municipal Location:	NORTH PERTH
Regulation:	O.REG. 170/03
DWS Category:	DW Municipal Residential
Type of Inspection:	Focused
Compliance Assessment Start Date:	May-23-2024
Ministry Office:	London District Office

All legislative requirements were met. No detailed rating scores.

Maximum Question Rating: 481

Inspection Risk Rating:	0.00%
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FINAL INSPECTION RATING:	100.00%
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To: Warden Ehgoetz and Members of Council
Meeting Date: November 7, 2024
Prepared By: Rachel Cannon, Legislative Services Coordinator / Deputy Clerk
Subject: September 2024 Forestry Inspector's Report

Recommended Action:

THAT Council receives the "September 2024 Forestry Inspector's Report" for information.

Executive Summary:

In the month of September 2024, Marvin Smith, Forestry Inspector, completed 4 inspections in response to the submission of a Notice of Intent and 3 inspections in response to a request from a landowner.

Background Information:

Marvin Smith, Forestry Inspector, completed the following inspections in response to the filing of a Notice of Intent, receiving a request from a landowner, observation, or receiving a complaint:

Comments:

1. September 13, 2024

Pt Lot 6, Concession 12; Downie Ward; Township of Perth South

At the request of the landowner, the Forestry Inspector met with them at the property to determine if a proposal to locate an outbuilding for farm equipment in a woodland opening would comply with the Perth County Forest Conservation By-law. Because my inspection revealed that the "woodland opening" was far too small to accommodate a building of the size that the landowner intended, the Forestry Inspector advised that the proposal would not comply with the By-law. The Forestry Inspector suggested an alternate site for the landowner to consider, and the landowner is going to pursue that alternative.

2. September 14, 2024

Pt Lot 25, Concession 1; Fullarton Ward (Mitchell); Municipality of West Perth

At the request of the By-law Officer for West Perth, the Forestry Inspector reviewed the area along the Upper Thames River, west of #94 Hibbert St., to determine if tree injury or destruction had occurred contrary to the Perth County Forest Conservation By-law. Although it appeared that some branch pruning had occurred, the treed area did not have enough trees to constitute a woodlot/woodland. As such, the Forestry Inspector advised the By-law Officer that the By-law had no jurisdiction over the activity that the Forestry Inspector had observed.

3. September 16, 2024

Lot 11, Concession 1; Logan Ward; Municipality of West Perth

At the request of the landowner, the Forestry Inspector met with them at the property to determine if a proposal to remove a treed area along a laneway to a former building site would comply with the Perth County Forest Conservation By-law. Because the inspection revealed that the treed area in question was less than 1/2 acre in size, the Forestry Inspector advised the landowner that the By-law had no jurisdiction over the proposed work.

4. February 14, 2024 & September 6, 2024

Pt Lot 8 & 9, Concession 3; Mornington Ward; Township of Perth East

Logging was carried out by a professional contractor. No cutting of undersize trees was observed. Logging injury to residual trees was at a normal level, and rutting was minor.

5. September 27, 2021; March 1, 2022; September 7, 2024

Lot 30, Concession 8; Logan Ward; Municipality of West Perth

Logging was carried out by a professional contractor. No cutting of undersize trees was observed. Logging injury to residual trees was at a normal level, and rutting was minor.

6. February 3, 2024 & April 24, 2024, September 25, 2024

Pt Lot 27 & 28, Concession 1; Elma Ward; Municipality of North Perth

Logging was carried out by a professional contractor. This woodland was marked prior to logging according to a silvicultural prescription prepared by a member of the Ontario Professional Foresters Association. Some undersize trees were marked according to good forestry practices, and many "legal-size" trees were retained as a future growing stock. Logging injury to residual trees was at a normal level, and rutting was minor.

7. May 2, 2022; July 30, 2022; September 28, 2024

Lot 20, Concession 1; North Easthope Ward; Township of Perth East

Logging was carried out by a professional contractor. No cutting of undersize trees was observed. Logging injury to residual trees was at a normal level, and rutting was minor.

Public Engagement:

This report meets the 'Inform' level of the Community Engagement Framework serving to keep Council and the Public informed.

Financial Implications:

Costs associated with enforcement of the Forestry By-law are reflected in the annual operating budget (Legislative Services Division).

Connection to Strategic Plan:

Goal 2 – Regionalization & Service Effectiveness

Goal 3 – Customer Service Excellence

Reviewed By:

Tyler Sager, Manager of Legislative Services / Clerk

Annette Diamond, Executive Director of Legal / Corporate Services

Lori Wolfe, CAO

THE CORPORATION OF THE COUNTY OF WELLINGTON

File No: OP-2020-01-03
Municipality: County of Wellington
Subject Lands: All lands within the municipal
boundary of the County of Wellington

Date of Adoption: October 31, 2024
Date of Notice: November 5, 2024

NOTICE OF ADOPTION

With Respect to an Amendment to the County of Wellington Official Plan
Section 17, 21 and 26 of the *Planning Act*
(Re: OPA 123 - County of Wellington)

Take Notice that on **October 31, 2024** the Corporation of the County of Wellington passed **By-law No. 5890-24** to adopt **Official Plan Amendment No. 123** to the County of Wellington Official Plan under Section 17, 21 and 26 of the *Planning Act* R.S.O. 1990 c. P. 13, as amended.

Purpose and Effect of the Official Plan Amendment

In keeping with the Planning Act, the County of Wellington must update its Official Plan to ensure policies stay current with Provincial plans and policies and reflect the community's changing needs. This is to be accomplished through the County's Official Plan Review. The Minister of Municipal Affairs and Housing has advised that municipalities may choose to use a phased approach, which includes more than one official plan amendment, to achieve conformity with Provincial policy. Official Plan Amendment No. 123 (OPA 123) is the County's third amendment as part of the Official Plan Review.

The purpose of OPA 123 is to further implement recommendations from the County's Land Need Assessment to ensure that suitable lands are available to accommodate forecasted growth to 2051. OPA 123:

- Redesignates certain Future Development lands that address community area land needs.
- Implements specific recommendations from the Township of Wellington North's approved Growth Management Strategy for Arthur.
- Implements supported employment area conversion requests in Fergus and Mount Forest.
- Makes housing focused updates to the Central Business District, Residential Transition Area and Highway Commercial designations.
- Adds new policies to the Industrial and Rural Employment Area sections of the Official Plan to address the definition change of "area of employment" under the Planning Act.
- Updates Additional Residential Unit policies to reflect recent Planning Act and Provincial Policy Statement, 2024 changes.
- Redesignates lands that were added to the urban boundary of Clifford by the Province through OPA 120 to an appropriate land use designation.

Other changes proposed through this amendment include updates to the existing Future Development and Medium Density Development sections to provide additional clarity in the application of these policies. Other housekeeping changes proposed include redesignating already developed Future Development lands to an appropriate land use designation and clarifying land use designation applicable to certain properties in Palmerston, Arthur and Mount Forest.

Subject Lands

The lands subject to OPA 123 are located within the Township of Centre Wellington, Township of Mapleton, Town of Minto, Township of Puslinch and the Township of Wellington North and more specifically, in the Urban Centres of Fergus, Drayton, Clifford, Harriston, Palmerston, Aberfoyle, Mount Forest and Arthur. Certain policy changes proposed apply broadly across the County.

Effect of Written and Oral Submissions

Comments were received and considered throughout the development of OPA123 including Indigenous consultation. Written and oral submissions made during the statutory public meetings were considered by staff and County Council. A summary of all comments submitted, and staff responses can be found on the County's Official Plan Review page in Planning Committee Report PD2024-34 accessed here:

www.wellington.ca/planwell

Public Access to Information

Copies of adopted OPA123 and additional information about the amendment are available for public inspection during regular office hours (8:30 – 4:00 p.m.) at the location below:

County of Wellington
Planning and Development Department
74 Woolwich Street, 3rd Floor
Guelph ON, N1H 3T9

Public access to the adopted OPA No.123 is also available on the County Website at:

www.wellington.ca/planwell

Provincial Approval Process

OPA123 has been forwarded to the Ministry of Municipal Affairs and Housing for final approval. If you wish to be notified of the Ministry's decision in respect to the proposed amendment, you must make a written request to the Ministry at the following address. Any person or public body will be entitled to receive notice of the Ministry's decision if a written request to be notified of the decision is made directly to the Ministry as noted below.

Ministry of Municipal Affairs and Housing
Attention: Mr. Ian Kerr, Regional Director
Western Municipal Services Office
659 Exeter Road, 2nd Floor
London, ON N6E 1L3
Telephone: (519) 873-4026
Toll Free: 1-800-265-4736
Fax: (519) 873-4018

Dated November 5, 2024

Clerk, County of Wellington
Administration Centre
74 Woolwich Street, Guelph ON,
N1H 3T9
Telephone: (519) 837-2600
Fax: (519) 837-1901

**CORPORATION OF THE
TOWNSHIP OF NORTH GLENGARRY**

Council Meeting

Resolution # 3

Date: October 28, 2024

MOVED BY: Jamie MacDonald

SECONDED BY: Carma Williams

WHEREAS elections rules need to be clear, supporting candidates and voters in their electoral participation and election administrators in running elections;

AND WHEREAS legislation needs to strike the right balance between providing clear rules and frameworks to ensure the integrity of the electoral process;

AND WHEREAS the legislation must also reduce administrative and operational burden for municipal staff ensuring that local election administrators can run elections in a way that responds to the unique circumstances of their local communities;

AND WHEREAS the Municipal Elections Act, 1996 (MEA) will be 30 years old by the next municipal and school board elections in 2026;

AND WHEREAS the MEA sets out the rules for local elections, the Assessment Act, 1990 and the Education Act, 1990 also contain provisions impacting local elections adding more places for voters, candidates, and administrators to look for the rules that bind the local democratic process in Ontario;

AND WHEREAS with rules across three pieces of legislation, and the MEA containing a patchwork of clauses, there are interpretation challenges, inconsistencies, and gaps to fill;

AND WHEREAS the Act can pose difficulties for voters, candidates, contributors and third-party advertisers to read, to interpret, to comply with and for election administrators to enforce;

AND WHEREAS while local elections are run as efficiently and effectively as can be within the current legislative framework, modernization and continuous improvement is needed to ensure the Act is responsive to today's needs and tomorrow's challenges;

AND WHEREAS to keep public trust and improve safeguards the Act should be reviewed considering the ever-changing landscape which impacts elections administration including privacy, the threats of foreign interference, increased spread of mis/disinformation and the increased use of technologies like artificial intelligence and use of digital identities;

AND WHEREAS the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) reviewed the Act and has provided several recommendations including modernizing the legislation, harmonizing rules, and streamlining and simplifying administration;

AND WHEREAS AMCTO put forward recommendations for amendments ahead of the 2026 elections and longer-term recommendations for amendments ahead of the 2030 elections;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of North Glengarry calls for the Province to update the MEA with priority amendments as outlined by AMCTO before Summer 2025 and commence work to review and re-write the MEA with longer-term recommendations ahead of the 2030 elections.

AND FURTHER THAT that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Minister of Municipal Affairs and Housing; the Minister of Education; the Minister of Public and Business Service Delivery; Minister of Finance; the Premier of Ontario; the Local Member of Provincial Parliament; AMCTO; the Association of Municipalities of Ontario (AMO); and all Ontario Municipalities.”

CARRIED

DEFEATED

DEFERRED



MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Brian Caddell
Councillor: Jeff Manley
Councillor: Michael Madden
Councillor: Gary Martin
Mayor: Jamie MacDonald

	YEA	NEA
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

November 6, 2024

Sent via email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
823 Albion Road
Etobicoke, ON M9V 1A3

Dear Honourable Doug Ford:

Re: Good Roads Association, Establishment of an Ontario Rural Road Safety Program

At their regular meeting of November 6, 2024, Council of the Town of Pelham endorsed the following:

BE IT RESOLVED THAT Council receive the correspondence from the Good Roads Association regarding the establishment of an Ontario Rural Road Safety Program, for information;

AND THAT Council endorse and support the motion as circulated by the Good Roads Association, being:

WHEREAS official statistics from the Government of Ontario confirm that rural roads are inherently more dangerous than other roads;

AND WHEREAS despite only having 17% of the population, 55% of the road fatalities occur on rural roads;

AND WHEREAS rural, northern, and remote municipalities are fiscally strained by maintaining extensive road networks on a smaller tax base;

AND WHEREAS preventing crashes helps to alleviate the burden on Ontario's already strained rural health care system;

AND WHEREAS roadway collisions and associated lawsuits are significant factors in runaway municipal insurance premiums. Preventing crashes can have a significant impact in improving municipal risk profiles;

THEREFORE, BE IT RESOLVED THAT the Town of Pelham requests that the Government of Ontario take action to implement the rural road safety program that Good Roads has committed to lead. It will allow Ontario's rural municipalities to make the critical investments needed to reduce the high number of people being killed and seriously injured on Ontario's rural roads;

AND FURTHER THAT a copy of this resolution be forwarded to Hon. Doug Ford, Premier, Hon. Prabmeet Singh Sarkaria, Minister of Transportation, Hon. Kinga Surma, Minister of Infrastructure, Hon. Rob Flack, Minister of Agriculture, Food and Agribusiness, Hon. Lisa M. Thompson, Minister of Rural Affairs, Hon. Trevor Jones, Associate Minister of Emergency Preparedness and Response, and Hon. Sylvia Jones, Minister of Health, Hon. Sam Oosterhoff, MPP, and Good Roads;

AND FURTHER THAT this resolution be circulated to all municipalities in Ontario requesting their support.

Should you require further information, please do not hesitate to contact Town Clerk, Sarah Leach 905-892-2607 ext 315.

Yours very truly,

jlegros

Jodi Legros

Legislative Coordinator

- c. Hon. Prabmeet Singh Sarkaria, Minister of Transportation** Prabmeet.Sarkaria@pc.ola.org
Hon. Kinga Surma, Minister of Infrastructure Kinga.Surma@pc.ola.org
Hon. Rob Flack, Minister of Agriculture, Food and Agribusiness Rob.Flack@pc.ola.org
Hon. Lisa M. Thompson, Minister of Rural Affairs Lisa.Thompson@pc.ola.org
Hon. Trevor Jones, Associate Minister of Emergency Preparedness and Response
trevor.jones3@ontario.ca
Hon. Sylvia Jones, Deputy Premier and Minister of Health sylvia.jones@pc.ola.org
Sam Oosterhoff, MPP, Niagara West Sam.oosterhoffco@pc.ola.org
Good Roads, Scott R. Butler, Executive Director scott@goodroads.ca
Ontario Municipalities



THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL

NO. 2024 – 178

DIVISION LIST

YES NO

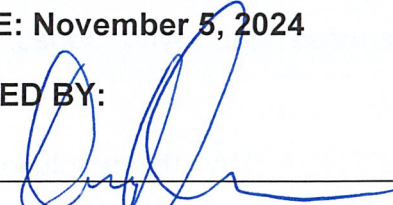
DATE: November 5, 2024

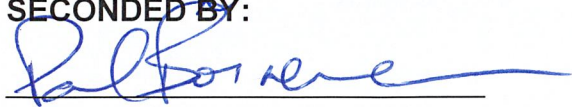
- Councillor **G. ASHFORD**
- Councillor **J. BELESKEY**
- Councillor **P. BORNEMAN**
- Councillor **B. KEITH**
- Councillor **D. McCANN**
- Councillor **C. McDONALD**
- Mayor **J. McGARVEY**

_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____

MOVED BY:

SECONDED BY:





CARRIED: DEFEATED: _____ Postponed to: _____

WHEREAS official statistics from the Government of Ontario confirm that rural roads are inherently more dangerous than other roads;

AND WHEREAS, despite only having 17% of the population, 55% of the road fatalities occur on rural roads;

AND WHEREAS, rural, northern, and remote municipalities are fiscally strained by maintaining extensive road networks on a smaller tax base;

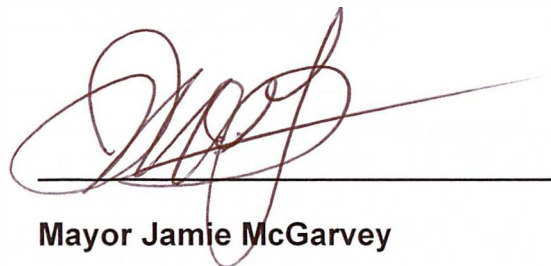
AND WHEREAS, preventing crashes reduces the burden on Ontario's already strained rural strained health care system;

AND WHEREAS, roadway collisions and associated lawsuits are significant factors in runaway municipal insurance premiums and preventing crashes can have a significant impact in improving municipal risk profiles;

THEREFORE, BE IT RESOLVED THAT the Town of Parry Sound requests that the Government of Ontario take action to implement the rural road safety program that Good Roads has committed to lead, allowing Ontario's rural municipalities to make the critical investments needed to reduce the high number of people being killed and seriously injured on Ontario's rural roads; and

FURTHER THAT a copy of this resolution be forwarded to Premier Doug Ford, Hon. Prabmeet Sarkaria, Minister of Transportation, Hon. Kinga Surma, Minister of Infrastructure, Hon. Rob Flack, Minister of Agriculture, Hon. Lisa Thompson, Minister of Rural Affairs, Hon. Trevor Jones, Associate Minister of Emergency Preparedness and Response, Hon. Sylvia Jones, Minister of Health, the Ontario Good Roads Association; and the Federation of Northern Ontario Municipalities (FONOM); and

FURTHER THAT this resolution be circulated to all municipalities in Ontario requesting their support.

A handwritten signature in dark ink, appearing to read 'J. McGarvey', is written over a solid horizontal line. The signature is stylized and cursive.

Mayor Jamie McGarvey



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 5, 2024

Resolution # RC24256	Meeting Order: 7
Moved by: <i>Cathy Cannon</i>	Seconded by: <i>Joseph Opato</i>

RESOLVED THAT Council for the Corporation of the Municipality of Wawa does hereby support the Resolution dated June 24, 2024 passed by the City of St. Catherine's, and Resolution dated October 16, 2024 from the Municipality of St-Charles regarding the Green Roads Pilot Project;

AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Association of Municipalities of Ontario (AMO); and all Ontario Municipalities.

RESOLUTION RESULT		RECORDED VOTE	
<input checked="" type="checkbox"/>	CARRIED	MAYOR AND COUNCIL	
<input type="checkbox"/>	DEFEATED		
<input type="checkbox"/>	TABLED		
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)		
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED		
<input type="checkbox"/>	WITHDRAWN		
		Mitch Hatfield	
		Cathy Cannon	
		Melanie Pilon	
		Jim Hoffmann	
		Joseph Opato	

Disclosure of Pecuniary Interest and the general nature thereof.

Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: _____

DEPUTY MAYOR - JIM HOFFMANN	CLERK - MAURY O'NEILL
<i>Jim Hoffmann</i>	<i>Maury O'Neill</i>

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE



Regular Meeting of Council

Agenda Number: 8.4.
Resolution Number 2024-365
Title: Resolution Stemming from July 17, 2024 Regular Meeting of Council - Item 7.1 -
Correspondence #7
Date: October 16, 2024

Moved by: Councillor Laframboise
Seconded by: Councillor Pothier

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution dated June 24, 2024 passed by the City of St. Catharines, regarding the Green Roads Pilot Project;

AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Association of Municipalities of Ontario (AMO); and all Ontario Municipalities.

CARRIED


MAYOR

June 27, 2024

Association of Municipalities of Ontario
155 University Ave | Suite 800
Toronto, ON M5H 3B7

Sent via email: resolutions@amo.on.ca

**Re: Green Roads Pilot Project
Our File 35.72.3**

To Whom it May Concern,

At its meeting held on June 24, 2024, St. Catharines City Council approved the following motion:

WHEREAS St. Catharines has declared a climate emergency, recognizing the urgent need to address and mitigate the impacts of climate change on our community and environment; and

WHEREAS alternatives to traditional road surfacing materials exist, including green roads technologies that are more sustainable and environmentally friendly; and

WHEREAS bioresin is a natural alternative that can be used to support road surfacing, providing a more sustainable option that reduces our reliance on petrochemical-based products; and

WHEREAS many secondary roads in St. Catharines require resurfacing, presenting an opportunity to explore and implement innovative and sustainable road surfacing solutions; and

WHEREAS Good Roads, the Association of Municipalities of Ontario (AMO), and the Federation of Canadian Municipalities (FCM) have presented alternatives for municipal road restoration that include sustainable and environmentally friendly materials and methods; and

WHEREAS other municipalities, such as Centre Wellington, have entered into a similar pilot project using bioresin and other sustainable materials, demonstrating a commitment to innovation and environmental stewardship; and

WHEREAS implementing pilot projects using bioresin on city roads can provide valuable data and insights into the feasibility, performance, and environmental benefits of this alternative material; and

WHEREAS the Federation of Canadian Municipalities (FCM) has established the Green Municipal Fund which includes new funding for pilot projects to test innovative and ambitious technologies to improve environmental outcomes;

THEREFORE BE IT RESOLVED that St. Catharines City Council directs staff to investigate the feasibility and potential benefits of using bioresin on City road works; and

BE IT FURTHER RESOLVED that staff investigate other alternative construction materials and methods for road works that minimizes the City's carbon footprint and are more environmentally sustainable; and

BE IT FURTHER RESOLVED that staff prepare a report on the findings, no later than Q3 2024, including potential costs, benefits, and environmental impacts of using bioresin or other sustainable construction materials or methods for road works, and if feasible, a list of City streets where a pilot project may be considered in accordance with the City's procurement policy; and

BE IT FURTHER RESOLVED that this resolution be sent to all Ontario municipalities, the Association of Municipalities of Ontario (AMO), and the FCM to encourage the exploration and adoption of sustainable road surfacing alternatives.

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Donna Delvecchio, Acting City Clerk
Legal and Clerks Services, Office of the City Clerk
:sm

cc: all Ontario Municipalities



Hon. Paul Calandra
Minister of Environment,
Conversation and Parks
VIA EMAIL:
Paul.Calandra@pc.ola.org

Hon. Doug Ford
Premier of Ontario
VIA EMAIL:
premier@ontario.ca

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

November 7, 2024

Hon. Rob Flack
Minister of Agriculture,
Food, and Agribusiness
VIA EMAIL:
minister.omafra@ontario.ca

Hon. Matthew Rae, MPP
VIA EMAIL:
Matthew.Rae@pc.ola.org

Hon. Ted Arnott, MPP
VIA EMAIL:
ted.arnottco@pc.ola.org

Barclay Nap
Wellington Federation of
Agriculture
VIA EMAIL:
napbarclay@gmail.com

RE: Motion for the Protection of Agricultural Lands and Sustainable Development in Relation to Provincial Projects and Excess Soil Management Practices

Please be advised that Township of Puslinch Council, at its meeting held on October 23, 2024 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2024-378: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

Whereas the provincial government is undertaking:

- a) significant road and underground projects over the next ten years which will generate significant excess soil to be managed and disposed; and
- b) studies of underground projects that if implemented will also generate significant excess soil: and



Whereas landfill sites across Ontario are already near capacity, necessitating amendments to legislation to allow certain quality soil to be disposed at excess soil reuse sites instead of being disposed of in landfills effective January 1, 2025; and

Whereas the Ministry of the Environment, Conservation and Parks (MECP) is currently under resourced and lacks the capacity to effectively manage the additional enforcement and oversight required for the relocation of excess soil; and

Whereas the responsibility to enforce and oversee excess soil regulations is being downloaded onto municipalities, which have limited enforcement capabilities and face the risk of significant costs being passed on to local taxpayers; and

Whereas contamination of existing soil and groundwater is a significant concern, particularly in rural municipalities with valuable agricultural lands and reliance on groundwater for its residents; and

Whereas agricultural lands must be prioritized equally with housing needs, roads and underground infrastructure; failure to adequately protect these lands could exacerbate the ongoing food crisis in Ontario; and

Whereas Ontario is not alone in navigating the challenges of sustainable development, and the United Nations provides guidance through its Sustainable Development Report, which includes goals focused on economic growth, infrastructure, sustainable communities, hunger, clean water and sanitation, climate action, and life on land; and

Whereas it is critical that governments consider the comprehensive impacts on all of these areas when conducting feasibility studies and implementing projects which generate excess soil; and

Whereas neglecting to account for the broader implications of projects may lead to negative outcomes;

Therefore Be It Resolved that the Council of the Township of Puslinch calls on the provincial government to:



1. Prioritize the protection of agricultural lands in the management of excess soil from roads and underground projects and in the planning and feasibility studies related to such projects.
2. Ensure that adequate resources are allocated to the MECP to support effective enforcement and oversight of excess soil regulations.
3. Collaborate with municipalities to provide necessary support and funding for enforcement activities related to excess soil management, minimizing financial burdens on local taxpayers.
4. Conduct a comprehensive impact assessment that considers all aspects of sustainable development, in alignment with the United Nations Sustainable Development Report, before proceeding with the traffic tunnel project and any further amendments to excess soil legislation; and

That the Township of Puslinch Council direct staff to send a copy of this resolution to the Minister of the Environment, Conservation and Parks; the Premier of Ontario; all Ontario municipalities; MPP Arnott; MPP Rae; the Wellington Federation of Agriculture; and OMAFRA requesting support for the protection of agricultural lands and sustainable development practices in Ontario.

CARRIED

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

Sincerely,

Justine Brotherston
Municipal Clerk

CC: All Ontario Municipalities

THE CORPORATION OF THE
TOWN OF MIDLAND



575 Dominion Avenue
Midland, ON L4R 1R2
Phone: 705-526-4275
Fax: 705-526-9971
info@midland.ca

November 7, 2024

Premier Ford
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Via email: premier@ontario.ca

Dear Premier Ford:

Re: Sustainable Funding for Small Urban Municipalities

At its November 6, 2024 Regular Council Meeting the Council for the Town of Midland passed the following Resolution:

WHEREAS it is apparent that the Ontario Government has overlooked the needs of Ontario's small urban municipalities; and

WHEREAS Ontario's small urban municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads, water/ wastewater and municipally owned buildings including recreational facilities, libraries and other tangible capital assets; and

WHEREAS an increase of 26% one year, which is a million dollars (roughly 4% tax increase) for Midland and is something never projected;

NOW THEREFORE IT IS RESOLVED THAT The Town of Midland call on the Ontario Government to immediately implement sustainable funding for small urban municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities; and

FURTHER THAT the OPP Billing Model be referred to the Auditor General for review; and

FURTHER THAT Council direct Staff to circulate this resolution to Premier Doug Ford (premier@ontario.ca), Minister of Solicitor General, Minister of Finance, and to the Association of Municipalities of Ontario (amo@amo.on.ca) and all Municipalities in Ontario.

Thank you.

Yours very truly,

THE CORPORATION OF THE TOWN OF MIDLAND

Sherri Edgar

Sherri Edgar, AMCT
Municipal Clerk
Ext. 2210

cc.

MPP, Simcoe North, Jill Dunlop jill.dunlopco@pc.ola.org
Minister of the Solicitor General, Sylvia Jones sylvia.jones@pc.ola.org
Minister of Finance, Peter Bethlenfalvy peter.bethlenfalvyco@pc.ola.org
Association of Municipalities of Ontario (AMO) resolutions@amo.on.ca
All Municipalities in Ontario

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE



Regular Meeting of Council

Agenda Number: 8.5.
Resolution Number 2024-366
Title: Resolution Stemming from July 17, 2024 Regular Meeting of Council - Item 7.1 - Correspondence #22
Date: October 16, 2024

Moved by: Councillor Pothier
Seconded by: Councillor Laframboise

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports Resolution 207-2024 passed by the Township of Terrace Bay, regarding sustainable funding for OPP in small rural municipalities;
AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Premier Doug Ford; the Solicitor General of Ontario, Michael Kerzner; the Minister of Finance, Peter Bethlenfalvy; the Association of Municipalities of Ontario (AMO); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

CARRIED


MAYOR



TOWN OF PETAWAWA

1111 Victoria Street, Petawawa, Ontario K8H 2E6
☎ (613) 687-5536 ✉ email@petawawa.ca 🌐 petawawa.ca

October 25, 2024

Premier Doug Ford
Legislative Building
Queen's Park
Toronto, ON M7A 1A1
Via email: premier@ontario.ca

Premier Ford:

RE: Ontario Provincial Police Costs 2025

Please be advised that at its meeting of October 21, 2024, Council of the Corporation of the Town of Petawawa endorsed the following resolution:

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

That Council of the Corporation of the Town of Petawawa supports Resolution No. 229 of the Municipality of Tweed and further calls on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities;

And further, that Council direct staff to circulate this resolution to Premier Doug Ford, Minister of Solicitor General, Minister of Finance, and to the Association of Municipalities of Ontario and all Municipalities in Ontario.

CARRIED

The Town of Petawawa appreciates the Province's attention to the financial challenges faced by small rural municipalities and looks forward to a collaborative solution.

Sincerely,

Colin Howard, Dipl.M.M., Bus.Admin.
Director of Legislative Services/Clerk

Encl: Municipality of Tweed Resolution No. 229

cc: The Honourable Michael Kerzner, Solicitor General
The Honourable Peter Bethlenfalvy, Minister of Finance
The Association of Municipalities of Ontario
All Municipalities of Ontario
Neil Nicholson, Mayor, Township of Whitewater Region

Municipality of Tweed Council Meeting
Council Meeting



Resolution No. 229
Title: Councillor P. Valiquette
Date: Tuesday, April 23, 2024

Moved by P. Valiquette
Seconded by J. Palmateer

WHEREAS it is apparent that the Ontario Government has overlooked the needs of small rural Ontario;
AND WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads, bridges, water/wastewater and municipally owned buildings including recreational facilities, libraries and other tangible capital assets;

AND WHEREAS small rural Ontario's operating needs consume the majority of property tax revenue sources;

AND WHEREAS small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

AND WHEREAS in 2015 the provincial government moved to standardized billing for all non-contract J.P.P. (5.1) locations;

AND WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway; and \$534 million to Ottawa for the repatriation of Hwy 174;

AND WHEREAS the annual cost of the Ontario Provincial Police, Municipal Policing Bureau for small rural non-contract (5.1) municipalities is approximately \$428 million;

AND WHEREAS this annual cost is significantly less than the repatriation costs of the Gardiner Express Way, the Don Valley Parkway and Highway 174 (Ottawa Region) but provides a greater impact to the residents of the Province overall;

AND WHEREAS this will afford relief to small rural municipalities for both infrastructure and operating needs while having a minimal impact on the provincial budget;

NOW THEREFORE BE IT RESOLVED THAT The Municipality of Tweed call on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities;

AND FURTHER, that Council direct staff to circulate this resolution to Premier Doug Ford (premier@ontario.ca), Minister of Solicitor General, Minister of Finance, and to the Association of Municipalities of Ontario (amo@amo.on.ca) and all Municipalities in Ontario.

Carried

Introduction to SWR

Welcome!



Who are we?





120+
SWR memberships

40,000+

Full time employees supported

19 Events held in
2023

For spending
18,000+
supporting us
through the year,
we thank our
amazing

1800+

students impacted across
5 public schools

700+

Attendees across events

230+
volunteers!



1042

Trees and
shrubs
planted in

20 Municipalities **12** forests

**THE
COMMUNITY
ENGAGED**

74,927.9

Tonnes Committed (CO₂e)

94,097.1

Tonnes Reduced to date (CO₂e)

Municipal Climate Work

There are two areas of the work a municipality typically focuses on:
Corporate Impact vs. Community Impact







TRANSFORMWR

Waterloo Region's Transition to an
Equitable, Prosperous, Resilient Low Carbon Community

impact network

Sustainable Waterloo Region's Impact Network (IN) is a program that facilitates setting voluntary targets in greenhouse gas emissions (GHGs), water footprint and waste reduction and diversion. We understand the diversity in sustainability journeys, and our milestones provide a customized approach to inspire transformative action in organizations of all sizes and industries. New members join as an Observing Organization and gradually progress to a Pledging Partner in Milestone 4.

observing organizations

pledging partners

milestone 1: onboarding

- Kick-off meeting
- Member goals established
- High-res logo sent and invoice paid
- Subscribed to The Insider
- Access to MemberLink (ML)
- Press release to announce membership



milestone 2: capacity building

- Appoint Green Team or Susty Pro
- Attend an SWR event
- Complete annual survey
- One of:
 - Post to ML Discussion Forum
 - or
 - Contribute to the idea book
 - or
 - Participate in the Carbon Cleanse



milestone 3: reporting

- Choose:
 - SDG Progress Tracking,
 - Sustainability Target Focus Area
 - or both
- Complete baseline inventory or assesment and annual survey
- Attend a target setting workshop or SWR event
- Sign pledge agreement
- Press release to announce pledge



milestone 4: target setting and attainment

- Submit annual sustainability data by reporting deadline
- Attend an SWR event and submit annual survey
- Achieve or maintain a 10 year target
- Attend a target maintaining workshop
- Press release to announce achievement

Targets



Carbon

A greenhouse gas (GHG) footprint measures the amount of GHGs that your organization emits into the atmosphere.



Waste

Waste diversion measures the percentage of waste that you recycle or reuse, focusing on keeping materials out of landfill.



Water

A water footprint measures the water impact of your operations. This includes stormwater, water consumption, and wastewater.

Measure what matters – manage what you measure

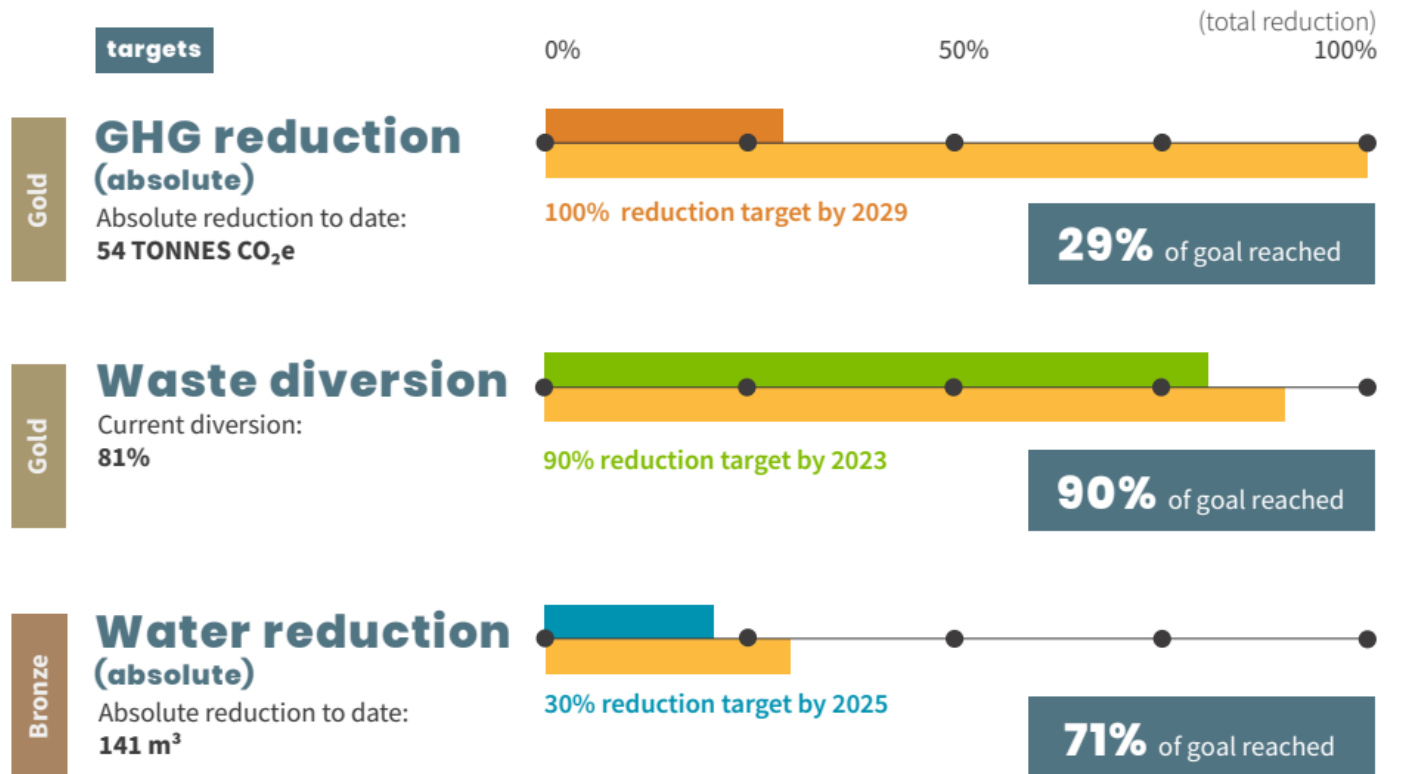


GHG sources (scope 3)

Waste, Water, Commuting,
Business Vehicle Travel

Water focus areas

Tap Water, Wastewater,
Stormwater



Measure what matters - manage what you measure



**Green
Economy
Hub**

The Impact Network is one of seven Green Economy Hubs across Canada supporting a growing network of businesses and organizations to set and achieve sustainability targets. Together, we're demonstrating a more sustainable economy is possible.



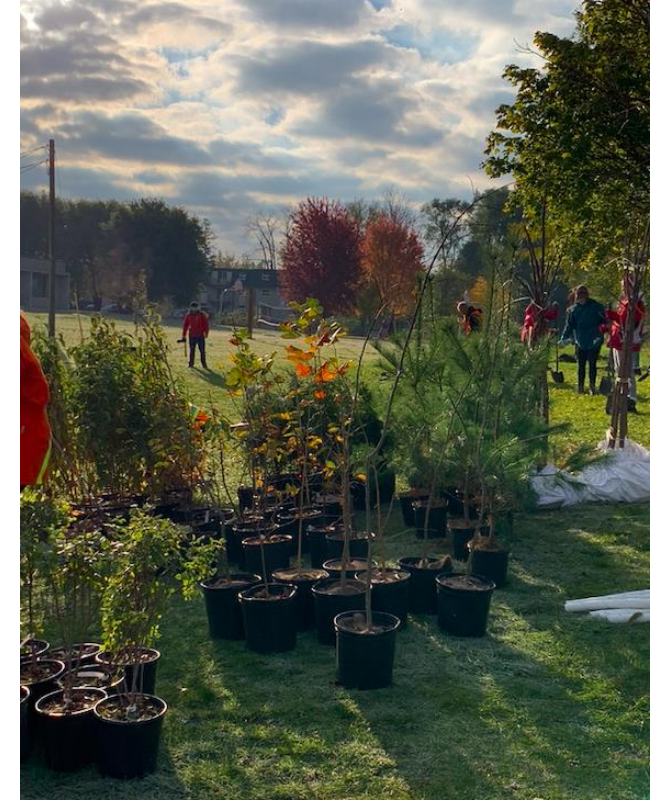
SWR MICROFOREST PROGRAM

Join us in planting 10,000 trees!



What is a Microforest?

- A microforest is a small area of land that is returned to a natural state through the planting of native trees and shrubs
- Microforests are planted on non-developable land and can be as small as a city residential building lot (500 square feet)
- A microforest is a great way to naturalize a small piece of land in urban areas that brings a lot of ecological and social benefits.



Site image from 2021 pilot project

Eco Benefits of a Microforest

- Remove GHGs from atmosphere
- Increase the local tree canopy
- Create habitat for insect & animal species
- Soak up & reduce runoff
- Slow down wind



Planting image from 2021 pilot project

Social Benefits of a Microforest

- Trees act as noise buffering in our neighbourhoods
- Remove air pollutants so we live healthier
- Improve community and neighbourhood aesthetics
- Enhance psychological well being
- Improve flood areas and reduce effects of stormwater runoff
- They're also great places for learning and provide educational opportunities for students young and old!



Planting image from 2021 pilot project

regenerative

building

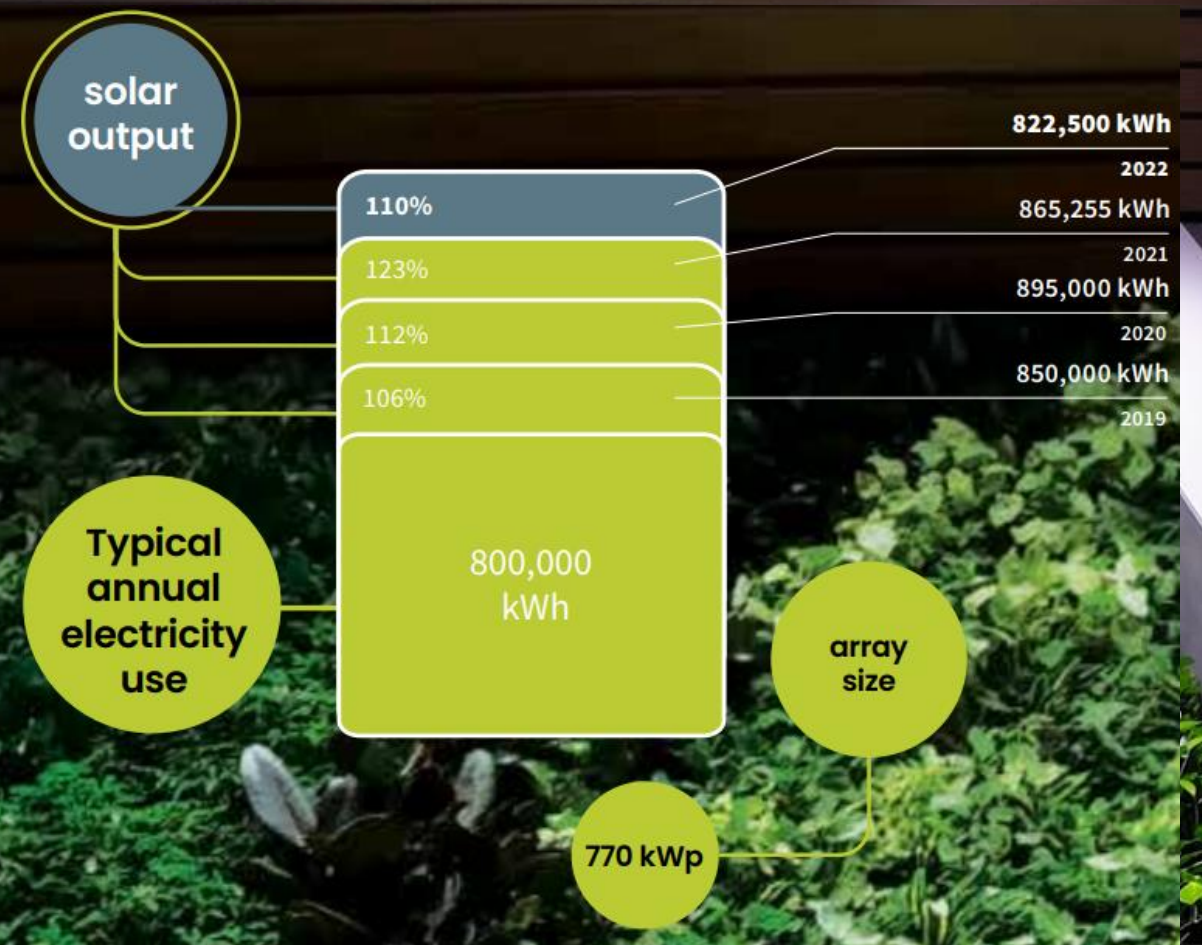


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VERiS



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prosperous, just and
sustainable future**

www.sustainablewr.ca
tova@sustainablewr.ca
519-603-2223

Thank You



**APPLICATION FOR DRAFT PLAN OF SUBDIVISION APPROVAL
AND ZONING BY-LAW AMENDMENT**

To: Mayor Todd Kasenburg & Members of Council
Date: Monday, November 18, 2024
Prepared By: Nathan Garland, Planner
File #: NP24-01& Z06-2024
Owner: Connie Evangelho-Bray
Applicant: Tridon Group Ltd. (c/o Don de Jong)
Agent: Baker Planning Group – Caroline Baker
Location: Legally described as Part Lot 27 and 28 Concession 1, Elma Ward, in the Municipality of North Perth. The property is located on the south side of Perth Line 86 and west of Winchester Street.
Attachments: Schedule A – NP24-01 Report Photo
Schedule B – Draft Plan of Subdivision NP24-01
Schedule C – Zoning Sketch
Schedule D – Draft By-law XX-2024

Recommendation

THAT the Council receive the report dated November 18th, 2024 entitled Draft Plan of Subdivision NP24-01 & Zoning By-law Amendment Z06-2024; and

That the Council of the Municipality of North Perth APPROVE IN PRINCIPLE Zoning By-law Amendment Z06-2024 as recommended by Planning staff to rezone the subject lands from an Agricultural Zone (A) and Natural Resources /Environmental Zone Two (NRE2) to Special Residential Zone Threes (R3-4 and R3-5), Special Residential Zone Fives (R5-22, R5-23, R5-24, R5-25), Special Highway Commercial Zone (C3-H-12) with a holding provision, revised Natural Resources/Environment Zone Two (NRE2) and Institutional Zone (IN); and

THAT the North Perth Council recommend to County Council that the application for Draft Plan of Subdivision (No. NP 24-01) by Tridon Group Ltd. affecting the lands described as Part Lots 27 and 28, Concession 1, Elma Ward be APPROVED subject to the following conditions:

1. That this approval applies to the draft plan prepared by GRIT Engineering, File GE067-21, dated October 1st, 2024 showing a total of 107 Lots, 21 townhouse blocks, 1 medium density block, 2 High Density Blocks, 1 Commercial Block, a

walkway, a storm water management block, three natural environment blocks, two 0.3 m reserve blocks and 10 streets (internal and connecting) with a total area of 31.84 hectares as per the following:

Lots 1 through 107	Low Density Residential (Singles and Semi's)
Blocks 110-114, 116-123, 125-127, 129-131, 136, 137	Townhouse Dwellings
Block 115	Medium Residential
Block 124 and 134	High Density Residential
Block 133	Stormwater Pond
Block 138, 140 and 143	Future Right of Way
Block 141	Walkway
Block 132	Parkland
Block 128, 135 and 139	Natural Areas
Block 108	Commercial
Right of Ways	

2. That the owner/developer enter into a Subdivision Agreement with the Municipality of North Perth, and that the terms of the Agreement be satisfactory to the Municipality of North Perth, including, but not limited to:
 - a. Provision for any phases;
 - b. Provisions for the construction of the streets to a standard acceptable to the Municipality;
 - c. Provisions for the installation of sidewalks and pedestrian walkways to a standard acceptable to the Municipality;
 - d. Provision for the installation of and connection to potable water services, sanitary and storm sewage systems, fire protection, storm water management and conveyance of facilities;
 - e. Provision for lot grading and drainage plans and related installations;
 - f. Provision for trees and landscaping including topsoil and sod on streets and any other public areas;
 - g. Provision for street lighting;
 - h. Financial securities and requirements;
 - i. Provision for the assignment of municipal addresses;
 - j. Provisions to implement the recommendations of the Environmental Impact Study prepared by Natural Resource Solutions Inc. revised date May 2024;
 - k. Other such matters as determined by the Municipality of North Perth.

All development standards will be as specified by the Municipality. The Subdivision Agreement shall also contain satisfactory provisions to address requirements as determined necessary by other review agencies.

3. That a copy of the Subdivision Agreement shall be provided to the County of Perth Planning Department prior to final approval.
4. That the required Subdivision Agreement shall be registered against the land to which it applies once the Plan of Subdivision has been registered.

5. That the owner/developer enter into an agreement with the appropriate service providers for the installation of underground utility services to enable, at a minimum, the effective delivery of communication/telecommunication services for 911 Emergency Services;
6. That the street(s) shown and any reserves in this draft plan shall be dedicated to the North Perth. They shall be named to the satisfaction of North Perth and where those streets are not extensions of existing streets that such new street names shall not be duplicates in spelling or phonetic sounding of street names elsewhere in the County of Perth.
7. That the owner/developer satisfy any outstanding financial charges to the Municipality of North Perth prior to final approval.
8. The owner/developer constructs and installs fencing and/or appropriate property demarcation between the adjacent properties of any or all-Natural Heritage or Natural Hazard features and any or all constructed hazards (stormwater ponds) to the satisfaction of the Municipality of North Perth.
 - a. Fencing may be chain link to a suitable size and quality to the satisfaction of the Municipality of North Perth
 - b. Property demarcation may be the installation of a Natural Buffers such as Native Trees or Shrubs
 - c. Property demarcation may be the installation of signage such as trail, Natural area, Agricultural area, No Trespassing, etc.
 - d. Some combination of the above to the satisfaction of the Municipality of North Perth.
9. That prior to final approval, the North Perth shall confirm that the Plan of Subdivision and proposed development conforms to the Municipality of North Perth Zoning By-law.
10. That a preliminary grading and drainage plan for the proposed development to the satisfaction and approval of the Municipality of North Perth, and that the developer has provided securities for the works to the satisfaction of the Municipality of North Perth.
11. The Owner/Developer shall construct, install and maintain erosion and sediment control facilities satisfactory to the Municipality of North Perth, in accordance with a plan that has been submitted to and approved by the Municipality.
12. That a parkland dedication arrangement be made in accordance with the Planning Act and consistent with the Municipality's Parkland Dedication By-law, to the satisfaction of the Municipality of North Perth.
13. That the road allowances shown on the draft Plan shall be dedicated to the Municipality of North Perth.

14. That prior to final approval, the owner shall receive confirmation from the Municipality of North Perth that there is sufficient capacity in the water and sanitary sewer systems to the service the plan of subdivision and that such services have been appropriately allocated through the execution of the Subdivision Agreement. Prior to final approval of any phase the Municipality of North Perth will confirm the servicing allocation for such phase.
15. That prior to final approval, the owner/developer shall submit for the review and approval of the Municipality of North Perth, a detailed (Final) stormwater management plan for the area to the satisfaction of the Municipality.
16. That the owner/developer completes the Abandonment (as per the requirements set out in the *Drainage Act*) of any and all Municipal Drains on the subject lands to the satisfaction of the Municipality of North Perth.
17. That any easements required for municipal services will be provided by the Subdivider to the satisfaction of the Municipality of North Perth.
18. That such easements as may be required for utilities, but not limited to telephone, television cable, gas, hydro, internet or stormwater drainage purposes shall be granted gratuitously to the appropriate utility provider, agency or authorities to the satisfaction of the communication provider.
19. That the owner/developer shall enter into all necessary easements and/or agreements required for utility services.
20. That prior to site alteration the owner/developer provide the County of Perth and the Municipality of North Perth a clearance letter from the from the Ministry of Cultural Tourism and Sport and/or Ministry of Citizenship and Multiculturalism stating the report has been entered into the Ontario Public Registry of Archaeology Reports and that a response has been provided that no further archaeology assessment is required.
21. That the owner/developer installation of one Second Order Geodetic Benchmark within the proposed subdivision to the satisfaction of the Municipality of North Perth.
22. That any dead ends and open sides of road allowances created by the draft plan be terminated in 0.3 metre reserves, and that any road widenings created which shall be conveyed to the Municipality of North Perth and County of Perth.

Agency Conditions

23. That the owner/developer agrees to satisfy the requirements of Canada Post with respect to the delivery of mail including the suitable location for Community Mail Boxes, if necessary, and that the Subdivision Agreement include any clauses required by Canada Post.

24. That prior to any grading or construction on the site within the Maitland Valley Conservation Authority regulated area and prior to the registration of the plan, the owners or their agents shall submit the following plans and reports to the satisfaction and approval of the Maitland Valley Conservation Authority:
- I. A Final storm water management report. In addition, a storm servicing plan for the site should be included.
 - II. An erosion and siltation control plan in accordance to the requirements of the Maitland Valley Conservation Authority (MVCA) and silt maintained on site throughout all phases of grading and construction.
 - III. Detailed lot grading and drainage plans showing existing and proposed grades within the MVCA regulated areas.
 - IV. A Final Environmental Impact Memo (EIS) to the satisfaction of the Maitland Valley Conservation Authority be provided. The Final EIS memo should include the above noted reports, monitoring and mitigation outlined in the original Environmental Impact Study.
 - V. A Development, Interference with Wetlands and Alterations to Shorelines and Watercourses permit for any proposed works within the regulated area.

Final Clearance

25. That the appropriate party, agency or organization submit a final clearance letter to the County of Perth stating that all conditions have been cleared with respect to their applicable conditions as noted below.

Municipality of North Perth
330 Wallace Avenue North
Listowel, Ontario
N4W 1L3

Conditions 2, 4 – 22, 25

County of Perth
1 Huron Street
Stratford, ON
N5A 5S4

Condition 3, 20, 22, 25

Maitland Valley Conservation Authority
1093 Marietta Street, Box 127
Wroxeter, ON N0G 2X0

Condition 24, 25

Delivery Planning
Canada Post Corporation
300 Wellington Street
LONDON, Ontario
N6B 3P2
519-808-9661

Condition 23, 25

Bell Canada or Wightman Communications
Bell Canada
Right of Way
Floor 5, 100 Borough Drive
SCARBOROUGH, Ontario
M1P 4W2
1-800-748-6284

Conditions 18, 19, 25

Enbridge Gas
Lands Department
50 Keil Drive North
CHATHAM, Ontario N7M 5M1
519-436-5292

Conditions 18, 19, 25

Hydro One
420 Welham Rd.
Barrie, ON
L4N 8Z2

Conditions 18, 19

NOTES TO DRAFT APPROVAL

Prior to final approval, the Perth County Planning Department has been advised in writing that conditions have been met by the agencies below as listed:

- 1) It is the owner/developer's responsibility to fulfill the conditions of draft approval. **The Planning Department requires that the owner/developer provide one complete package with clearance letters from all agencies listed to the County of Perth Planning and Development Department, quoting the File No. NP 24-01.** The County of Perth Planning and Development Department will require a minimum of thirty days to review the clearing letters prior to approving the subdivision.
- 2) The County suggests that you make yourself aware of the following subsections of the Land Titles Act:
 - a) Subsection 144(1) requires all new plans to be registered in a Land Titles system if the land is situated in a lands titles division; and
 - b) Subsection 144(2) allows certain exceptions.
- 3) All measurements in subdivision final plans must be presented in metric units.
- 4) The County's draft plan approval for this development is for a period of 3 years. If an extension is required, the owner/developer must apply in writing to the County for any extension at least 60 days prior to the lapsing date. **There is no authority to reactivate the County's draft plan approval after the lapsing date.** Where an extension is applied for, it is the owner/developer's responsibility to obtain a resolution from the local municipal Council in support of the extension request and such is to be included with the written extension request. The County is under no obligation to grant an extension of draft plan approval (Note: Section 50(33) of the

Planning Act provides that the approval authority may extend and approval time period).

- 5) It is understood that Draft Approval does not constitute a commitment for Municipal water and wastewater. Commitment for Municipal water and wastewater will be made through the Subdivision Agreement on a phased basis.
- 6) That all required municipal services/works provided as a part of the subject development be designed and constructed in accordance with the Municipality of North Perth Municipal Design Criteria & Standard Specifications for Municipal Services.

Registration:

- 7) The final plan approved by the County of Perth must be registered within (30) thirty days or the County may withdraw the approval under Section 51(59) of the Planning Act.

Purpose of the Application (Plan of Subdivision NP 24-01)

The County of Perth Council approved OPA#216 on November 16th, 2023 which expanded the Listowel settlement area to include the development areas of the subject lands. The notice of decision of OPA#216 was circulated and no appeals were received. The appeal period lapsed on December 11th, 2023.

The County of Perth Council has approved Listowel OPA#36 to the Listowel Ward Official Plan on November 16th, 2023 which designated the subject lands as Residential and Highway Commercial. The notice of decision of Listowel OPA#36 was circulated and no appeals were received. The appeal period lapsed on December 12th, 2023.

The related application for Zoning By-Law amendment (Z6-2024) proposes to establish a two Special Residential Zone Threes (R3-4 and R3-5), several Special Residential Zone Fives (R5-22; R5-23; R5-24; R5-25), a Highway Commercial Zone (C3-H-12), amended Natural Resources/Environment Zone Two (NRE2) and an Institutional Zone (IN), which will facilitate the proposed development of the plan of subdivision.

The developer has also submitted a Plan of Subdivision application to develop the property with a total of 107 single detached or semi-detached residential dwelling lot and 24 blocks which would facilitate row/townhouse and/or condominiums and apartments. The subdivision plan also includes one commercial block, a stormwater block, park block, natural environment/resources blocks, municipal trails and associated municipal streets.

The report is being brought back to North Perth Council as the original report and recommendation was deferred at the November 4th, 2024 Council meeting. The report has been amended to reflect the comments and questions raised during the meeting as well as to allow Council additional time to consider the application. Comments in the

report have been providing with respect to; the previous Official Plan Amendment and inclusion within the Draft Approved County of Perth Official Plan; Parkland Space and Area; Block 124 (formerly Block 17).

Background Information

County of Perth Official Plan	Serviced Settlement Area
Listowel Official Plan	Residential and Highway Commercial
Existing Zoning By-law	Agricultural (A), and Natural Resources / Environmental Zone Two (NRE2)
Proposed Zoning By-law	Special Residential Medium Zone Three (R3-4; R3-5), Special Residential Zone 5 (R5-22; R5-23; R5-24; R5-25), Highway Commercial Zone (C3-H12), Natural Resources/Environment Zone Two (NRE2) and Institutional Zone (IN).
Surrounding Uses	The subject lands are surrounded by agricultural fields to the west, the Municipality of North Perth Recreation Complex to the north, single detached dwellings and the Listowel Baptist Church to the east, woodlot and the Middle Maitland River to the south
Road Access	Perth Line 86 and extension of Kincaid Street and Twamley Street

Application Review

Provincial Planning Statement 2024

The subject lands are located within a Settlement Area as defined by the 2024 Provincial Planning Statement (PPS). The lands are within the Serviced Urban Area of Listowel in the Perth County Official Plan, and are designated Residential and Highway Commercial within the Listowel Official Plan.

The Provincial Planning Statement states that Settlement Areas shall be the focus for growth and development (Section 2.3.1) and that land use patterns in these areas shall be based on densities and a mix of land uses which efficiently use land and resources and the supporting infrastructure and public service facilities which are planned or available..

Section 2.3.1.2 of the PPS also requires planning authorities to promote land use patterns which optimize existing infrastructure, support active transportation including the use of trails and walkways, and are transit-supportive.

The Provincial Planning Statement also requires planning authorities to establish density targets for new housing which efficiently use land, resources, infrastructure and public service facilities, and reflect local conditions (Section 2.3.1.5).

Section 3.6.1 of the PPS encourages Sewage, Water and Stormwater to be provided for and used in an efficient and cost-effective manner which promotes efficiency use and protects the natural and human environment. Where Section 3.6.2 states that Municipally managed sewage and water systems are the preferred form of servicing.

The PPS encourages and promotes active, healthy and inclusive communities through Section 3.9.1 in the promotion of parks, integrated trails and planning for safe and accessible trails, parks and walkways.

The subject lands contain significant woodland, wetland and significant wildlife habitat. Section 4.1 of the PPS states that natural features and areas shall be protected for the long term and that the long-term ecological function of biodiversity of natural heritage systems should be maintained, restored or where possible improved.

Section 5.2 requires the identification of Natural Hazards and the avoidance of development which would be impacted due to hazards such as flooding and unstable soil.

County of Perth Official Plan

The Perth County Official Plan establishes planning priorities that recognize the need to direct and focus urban and non-farm related growth to the designated settlement areas, and to allow for the orderly growth of serviced settlement areas while protecting, preserving and enhancing natural resources. The Plan also recognizes the need to develop and maintain a comprehensive planning strategy/program that considers Provincial policy, local interests and economic development.

Section 6.4.3 of the Official Plan defines a broad range of permitted uses, including residential, commercial, industrial, institutional, recreational, and utility uses, in the "Serviced Urban Area".

Section 6.4.4.2 of the Official Plan states that all new development in areas designated "Serviced Urban Area" shall be serviced by municipal water supply and sanitary sewage services.

Section 6.4.8 of the Official Plan recognizes that new residential development on municipally serviced lots would involve higher densities than in the past where lots needed to accommodate private services. The policy provides densities targets that are intended to be used as general guidelines with new single detached dwellings being developed at up to 15 units per hectare, semi-detached dwellings in the range of 15-25 units per hectare and townhouse dwellings in the range of 25-40 units per hectare.

Section 16.2.2 of the Perth County Official Plan provides the policies for plans of subdivisions. Planning considerations for the proposed plan of subdivision are to provide for a development that is orderly and contiguous to the existing surrounding development, and incorporate a mix of housing types into the development. The proposed plan of subdivision is intended to include a mix of single, semi-detached and street townhouses. Subdivisions are to be compatible with land uses in the immediate vicinity, servicing and road access is to be provided and natural assets such as forested lands and drainage patterns are to be protected.

Listowel Official Plan

The recent amendment to the Listowel Ward Official Plan has designated the lands as Residential and Highway Commercial. The Listowel Ward Official Plan does not include

the eastern portion of the Natural Resources/Environment area or the remnant farm parcel which was created from severance B24-24.

The Residential designation policies of the Listowel Ward Official Plan recognize a variety of residential dwelling types that include single family dwellings, semi-detached dwellings, duplexes, townhouse dwellings, apartments and multiple family dwellings. The designation also recognizes other uses that are primarily oriented to servicing the needs of the local residents such as institutional uses, parks and neighbourhood commercial facilities. The principal goal of the Residential designation is “to promote the continued orderly development of residential land uses within Listowel and to minimize the potential for land use conflicts by preventing the indiscriminate mixing of non-compatible land uses.”

The Highway Commercial designation policies of the Listowel Ward Official Plan allow for commercial establishments and uses oriented to serving the travelling public such as restaurants, automobile related uses, farm machinery sales and service uses, motels and retail or wholesale outlets requiring large enclosed or open storage areas. The principal goal is “to provide a suitable location for those uses requiring large areas of land and locations along heavily travelled roadways outside the central/core commercial area and to ensure that such uses are developed in a manner which is compatible with the surrounding land use.”

Municipality of North Perth Zoning By-law

The applicant is requesting that the subject lands be rezoned to facilitate the development of the proposed plan of subdivision. The lands are currently zoned Agricultural and Natural Resources / Environmental Zone Two. The applicant is proposing to rezone the lands to Special Residential Zone Three (3) with provisions to allow for reduced lot frontages, lot areas, side yards, front and rear yards and allowances for decks. The applicant is also requesting a number of Special Residential Zone Five (5) to establish maximum densities, reductions in front, side, and rear yards and to increase the maximum lot coverage. Changes to the Natural Resources/Environment Zone Two (NRE2) are intended to reflect the Environmental Impact Study (EIS) that was completed and residential lot lines. The applicants have requested the rezoning of the Highway Commercial lands to Highway Commercial Zone (C3) which staff are recommending a Holding provision to not allow for development until such time as the access is constructed for the remnant farm parcel.

The requested zoning is as follows:

R3-4	<ul style="list-style-type: none">• Minimum Lot Area (interior lot): 370 m²• Minimum Lot Area (corner lot): 450 m²• Minimum Lot Frontage (interior lot): 12 m• Minimum Lot Frontage (corner lot): 15 m• Minimum Front Yard Depth: 4.5 m, provided that any attached garage must have a minimum depth of 6 m• Minimum Interior Side Yard Width: 1.2 m (2-storey dwelling)• Minimum Exterior Side Yard Width: 3 m
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	<ul style="list-style-type: none"> • Maximum Lot Coverage: 45% • To exclude decks from the lot coverage calculation • To permit an unenclosed porch or deck, up to 1 m in height above the average finished grade, to encroach a maximum of 3.5 m into the required rear yard depth
R3-5	<ul style="list-style-type: none"> • Minimum Lot Area (interior lot): 370 m² • Minimum Lot Area (corner lot): 370 m² • Minimum Lot Frontage (interior lot): 12 m • Minimum Lot Frontage (corner lot): 12 m • Minimum Front Yard Depth: 4.5 m, provided that any attached garage must have a minimum depth of 6 m • Minimum Interior Side Yard Width: 1.2 m (2-storey dwelling) • Minimum Exterior Side Yard Width: 2.5 m • Maximum Lot Coverage: 45% • To exclude decks from the lot coverage calculation • To permit an unenclosed porch or deck, up to 1 m in height above the average finished grade, to encroach a maximum of 3.5 m into the required rear yard depth
R5-22	<ul style="list-style-type: none"> • Minimum Lot Area (corner lot): 290 m² • Minimum Lot Frontage (corner lot): 9 m • Minimum Front Yard Depth: 4.5 m, provided that any attached garage must have a minimum depth of 6 m • Minimum Interior Side Yard Width: 1.5 m (End Unit) • Minimum Exterior Side Yard Width: 3 m • Maximum Lot Coverage: 60% • To exclude decks from the lot coverage calculation • To permit an unenclosed porch or deck, up to 1 m in height above the average finished grade, to encroach a maximum of 3.5 m into the required rear yard depth
R5-23	<ul style="list-style-type: none"> • Minimum Lot Area (corner lot): 290 m² • Minimum Lot Frontage (corner lot): 9 m • Minimum Front Yard Depth: 4.5 m, provided that any attached garage must have a minimum depth of 6.0 m • Minimum Interior Side Yard Width: 1.5 m (End Unit) • Minimum Exterior Side Yard Width: 2.5 m • Maximum Lot Coverage: 60% • To exclude decks from the lot coverage calculation • To permit an unenclosed porch or deck, up to 1 m in height above the average finished grade, to encroach a maximum of 3.5 m into the required rear yard depth
R5-24	<ul style="list-style-type: none"> • Maximum Density: 70 units per hectare • Maximum Building Height: 15 m • Minimum Front Yard Depth to a Public Street: 6 m • Minimum Exterior Side Yard Width to a Public Street: 3 m

	<ul style="list-style-type: none"> • Minimum Interior Side Yard Width Between Side Walls of Two End Units: 3 m • Minimum Setback Between Rear Walls of Separate Buildings: 8.0 metres • Maximum Lot Coverage: 60% • Minimum Landscaped Open Space: 20% • Minimum Off-Street Parking for <i>Affordable Dwelling Units</i>: 1/unit • Internal lot lines created on the site by: <ul style="list-style-type: none"> a. a registration of a plan of condominium; or b. a plan or plans of condominium registered on all or a portion of a lot which is part of a comprehensively planned development subject to a Development Agreement pursuant to Section 41 of the Planning Act; shall not be construed to be lot lines for the purposes of zoning regulations provided that all applicable regulations of this by-law relative to the whole lot and its external lot lines, existing prior to any condominium plan registration, are strictly observed, and the original lot shall be considered the site.
R5-25	<ul style="list-style-type: none"> • The Minimum Lot Area requirement shall not apply • Maximum Density: 70 units per hectare • Maximum Building Height: 12 m • Minimum Off-Street Parking for <i>Affordable Dwelling Units</i>: 1/unit • Internal lot lines created on the site by: <ul style="list-style-type: none"> a. a registration of a plan of condominium; or b. a plan or plans of condominium registered on all or a portion of a lot which is part of a comprehensively planned development subject to a Development Agreement pursuant to Section 41 of the Planning Act; shall not be construed to be lot lines for the purposes of zoning regulations provided that all applicable regulations of this by-law relative to the whole lot and its external lot lines, existing prior to any condominium plan registration, are strictly observed, and the original lot shall be considered the site.
R5-26	<ul style="list-style-type: none"> • The Minimum Lot Area requirement shall not apply • Maximum Density: 100 units per hectare • Maximum Building Height: 15 m • Minimum Front Yard Depth to a Public Street: 6 m • Minimum Interior Side Yard Between Side Walls of Two End Stacked Townhouse Units: 3 m • Minimum Setback Between Rear Walls of Separate Stacked Townhouse Buildings: 10.0 metres • Maximum Lot Coverage: 60% • Minimum Landscaped Open Space: 20% • Minimum Off-Street Parking for <i>Affordable Dwelling Units</i>: 1/unit • Internal lot lines created on the site by: <ul style="list-style-type: none"> a. a registration of a plan of condominium; or b. a plan or plans of condominium registered on all or a portion of a lot which is part of a comprehensively planned development subject to a Development Agreement pursuant to Section 41 of the Planning Act; shall not be construed to be lot lines for the purposes of zoning regulations provided that all applicable regulations of

	this by-law relative to the whole lot and its external lot lines, existing prior to any condominium plan registration, are strictly observed, and the original lot shall be considered the site.
C3-H12	<ul style="list-style-type: none"> • Holding provision would remain in place until such time as access and frontage is provided to the property to the south known as 6175 Perth Line 86.

Comments

Agency Comments:

1. BMRoss – The Municipality of North Perth Consulting Engineer has reviewed the information provided and provided feedback on the internal roads, servicing and stormwater. Comments requested that the applicant confirm that a “Wet Stormwater Pond” be provided and have received a satisfactory response from the applicants Engineer. Final Stormwater Management reports and plans are required as a Condition of Draft Plan.
2. Enbridge Gas has requested a condition in the subdivision draft approval that the necessary easements are provided for gas service.
3. Maitland Valley Conservation Authority has stated they are satisfied with the information provided to date and are requesting draft plan conditions be added for a permit from the Conservation Authority for works within the regulated lands along with sediment and erosion control and final confirmation of the works in conformation with the Environmental Impact Study.
4. Bluewater Recycling Association has provided a response that they will review the detailed design.
5. The Perth County Public Works department provided comments requiring a 3.5 m road-widening along Perth Line 86 and a triangular day lighting corner measuring approximately 4.75 m X 4.75 m.

Public Consultation:

1. Notice of applications was given on July 18th, 2024 for the Plan of Subdivision and Zoning By-law amendment by regular mail to adjacent landowners and a public notice sign was installed on the property. The Notice of Public Meeting for the Zoning By-law amendment was provided on October 14th, 2024 by regular mail and posted on the subject property. Public meetings for the Official Plan Amendments (both County of Perth and Listowel Official Plan) have occurred as previously indicated.
2. Several neighbours have raised concern with Block 124 (formerly Block 17). The concerns raised have been separated into the following categories:
 - No desire for an apartment, and height should be limited to two storeys
 - Loss of Enjoyment and Privacy in rear yard

- Road in the front and rear yard
- Posting of the subdivision signs

Each of the concerns have been identified and a response has been provided in the Planning Analysis Section of this report.

Planning Analysis

Provincial Planning Statement

The proposed development includes the recent expansion of the Listowel settlement boundary. The development represents the logical expansion of the settlement boundary that has been analyzed as part of the Draft Approved County of Perth Official Plan, including the analysis completed by Watson and Associates dated October 20th, 2023. The report identified a 4,100 dwelling unit deficit over the next 25 years in the Listowel Urban Serviced Area and a need for an additional 159 net hectares of urban residential land to meet anticipated housing requirements over the next 25 years. The proposed development meets the policies in Section 2.1.3 as it will contribute to meeting the projected needs for a planning horizon of 25 years and represents a mix of land uses within the Listowel settlement boundary which will efficiently use the land, resources and infrastructure in the area.

The proposed development provides for a variety of housing options that will provide for future residents and the Town of Listowel. The proposed residential density provides an overall density of 25.14 units per hectare including both roads and stormwater management. Lower Density development is provided for both single detached dwelling units and town and row houses, while mid-and-high density provided by stacked townhouses and apartment style.

The proposed development provides a connection to the existing residential development to the east and Highway 86 to the North. The draft plan of subdivision is located within the Serviced Urban Area, and servicing will be addressed through the subdivision agreement that is required as a condition of draft approval.

Section 4.1 of the Provincial Policy recognizes the protection of natural features and areas. The applicant submitted a Scoped Environmental Impact Statement authored by Natural Resource Solutions Inc. dated October 2022 and the report was peer reviewed by North-South Environmental. The findings of the scoped EIS included recommendations for mitigation measures and monitoring that will be included in the design of the plan of subdivision, the subdivision agreement and potential permit requirements from Maitland Valley Conservation Authority. The report concluded that if the recommended measures are followed, then the proposal would not result in any negative impacts to the protected areas.

The subject lands are in close proximity to recreational amenities including community centre and the encouragement of active transportation such as walking through the incorporation of the trail design.

The developer will be expected to provide a cash in lieu of parkland dedication for the subject lands along with a portion dedicated as Park. A condition of draft approval has been included in the staff recommendation and final calculation will be required as part of the development agreement.

The applicant has submitted an Archaeological Assessment prepared by Lincoln Environmental Consulting Corp. No locations of interest were identified and no artifacts were received or required to be assessed further on site. The report recommends that no further archaeological assessment is recommended for the portion of the subject lands that is to be developed. The requirement for a letter from the Ministry accepting the archeology report and that no further works has been included as a condition of draft plan approval.

The proposed development includes a mix of residential housing types and will be integrated with the single detached dwellings located to the east and apartment lands located to the south.

The proposed zoning that includes reduced yard requirements and increased lot coverage provisions are intended to allow for a more compact development that meets the minimum density targets of the Perth County Official Plan. The proposed residential development will be required to meet all other relevant zoning provisions, including landscaped open space and parking. The applicant has recognized that the highway commercial permit a wide variety of potential uses which may vary greatly in impact and compatibility and have proposed that a land use compatibility study is required before the holding provision can be removed to allow development on the commercial lands.

Drainage

The applicant has submitted a Functional Servicing Report and preliminary Storm Water Management Report as part of the Subdivision application. The consulting Engineer for the Municipality of North Perth has reviewed the submission and has confirmed that the drainage and servicing can be addressed through the detailed subdivision design. There is an existing Municipal Drain on site and a condition of draft approval has been included that requires the drain to be abandoned through the Drainage Act at an appropriate time and phase which will be outlined further in the Subdivision Agreement.

Traffic and Safety

A Traffic Brief was submitted by TraffMobility, dated December 15th, 2022. The study concluded that all study intersections are expected to operate at an acceptable level of service during the weekday peak hours under future total conditions. The study assessed that no intersection improvements would be warranted at this time. Stop signs are identified as being required at the intersection of Street A and Highway 86. Street E will then connect with Twamley Street and Street C will connect with Kincaid Street West. It is noted that Street J will not provide or be directly adjacent to the existing rear yards of developed lots on Winchester Avenue South as a multi-use trail will provide separation. Additionally, the applicant has confirmed they can offset the road or provide additional mitigation and safety measure (bouldering and landscaping) adjacent to the rear yards to mitigate the impacts of the road.

Block 124 (formerly Block 17)

As previously indicated, comments have been provided with respect to the concern around Block 124 through the public notification process. Currently there is no approved plan in place and the applicants have shown a conceptual plan. Development of the block will be required to go through site plan approval if the development is over 10 dwelling units. The applicants have requested an additional 1.5 metres increase in building height to a maximum of 12 metres where the Zoning By-law permits up to 10.5 metres. Drainage on the site will be managed through a site-specific stormwater plan if completed through the site plan agreement. Additional mitigation measures such as landscape buffers, garbage management such as keeping in close proximity to the road, and parking modifications such as facing the parking towards the new residential units may also mitigate potential impacts. Comments have also been provided expressing concern around the integration of a higher density development block within primarily single detached dwellings. Staff would note that there are several R5 Zone blocks adjacent to R3 and R4 Zones throughout Listowel with areas such as along Hollinger Avenue South, Bamford Drive, Hutton Street West and Adams Avenue South along with others. Additional comments have been provided in the supplemental information section also.

Signage and Posting

Signs were posted as per the Planning Act on the portion of the property fronting the open Municipal Road which is along Highway 86 where the current farm/residential access is located. Notices were mailed out to affected landowners as per the requirements of the Planning Act to all properties within the radius required abutting the property. Twamley and Kincaid Streets will be extended into the plan of subdivision, however, these portions of the road are currently unopened and therefore are not open frontage streets requiring posting.

Staff have also been working around the establishment of Agricultural information signs which would abut residential development and adjacent agricultural properties. Signs may incorporate information and directional linkages to the North Perth website to provide new residents information around farming operations and identify potentials for normal noise, dust and smells from farming operations. A condition with the subdivision draft conditions list has been provided to identify appropriate usage to the satisfaction of the Municipality of North Perth.

Affordable Housing

The applicants have provided a consideration for off-street parking for affordable units of up to 1 space per unit. This is a variance of the North Perth Zoning By-law where typically 1.5 or 2 spaces are required per unit. The applicant is providing a wide range of housing and block configuration ranging from single detached dwellings to apartments with stacked townhouses, row house and additional residential units contemplated throughout the site. North Perth currently has a Community Improvement Plan (CIP)

which has been established to provide funding options for consideration of affordable and attainable development.

In addition, the applicant is proposing the following additional measures to address affordable/attainable housing:

- Inclusion of 10% of the single-detached and street townhouse dwelling units with bachelor and/or 1-bedroom secondary suites through the intentional sizing of the lots and the associated requested building setbacks and lot coverage in the site-specific zoning;
- Within Block 124 (formerly Block 17) (stacked townhouses), providing 16 dwelling units at an affordable rate;
- Within Block 134 (formerly Block 27) (stacked townhouses and/or apartments), providing 5 to 10 dwelling units at an affordable rate, depending on the final product type and design

Additional Comments (Supplemental to November 4th, 2024 Council meeting)

Highway Commercial Lands in the Draft Official Plan

Based on comments provided, staff acknowledge that the exclusion of the Highway Commercial (C3) lands previously approved for the plan of subdivision were excluded from the new Corridor Commercial designation in the Draft Approved County of Perth Official Plan Mapping. Staff have discussed with the applicant and senior county planning staff and an amendment request will be sent to the province to recognize previous approvals provided and reflect the mapping in the current County and Listowel Official Plans.

Parkland Space/Area

The proposed Parkland blocks noted on the site are Block 132 (Park) and Block 128 (Natural Heritage Buffer/Linear Trail). Block 132 is approximately 0.36 ha in size and is directly adjacent to the Maitland River and future trails which will become part of North Perth's future Natural features land holdings. Block 128 is approximately 0.46 ha in size functions as a linear park providing a trail connection around the woodland (Natural Resources/Environment Zone 2) which will be part of North Perth's future Natural features land holdings. No Natural Environment/Resources lands were included in leui of the Parkland Dedication requirements as per North Perth's Parks and Recreation Master Plan and associated By-law. Staff would note there is a future neighbourhood park directly adjacent to the plan of subdivision at the intersection of Twamley and Winchester which is approximately 0.5 ha and would be considered in proximity to the future subdivision residents. Staff would note the follow Park area and Passive Natural Areas are being included in North Perth's future land holdings:

- Block 128 (Park - Natural Heritage Buffer/Linear Trail) = 0.42 ha
- Block 132 (Park next to Maitland River and Trail) = 0.36 ha
- Block 135 (Woodland/Natural Area) = 5.85 ha
- Block 139 (Maitland River/Floodplain/Natural Area) = 4.29 ha

Therefore, a combined total of 10.92 ha (26.98 ac) of land will be transferred to the Municipality of North Perth.

Block 124 (formerly Block 17)

Additional information was requested around Block 124 with respect to zoning and layout of the lot. Block 124 has been requested to be designated as a Residential Zone 5 with Special Zoning Considerations (see below)

R5-25	<ul style="list-style-type: none">• The Minimum Lot Area requirement shall not apply• Maximum Density: 70 units per hectare• Maximum Building Height: 12 m• Minimum Off-Street Parking for <i>Affordable Dwelling Units</i>: 1/unit• Internal lot lines created on the site by:<ul style="list-style-type: none">a. a registration of a plan of condominium; orb. a plan or plans of condominium registered on all or a portion of a lot which is part of a comprehensively planned development subject to a Development Agreement pursuant to Section 41 of the Planning Act; shall not be construed to be lot lines for the purposes of zoning regulations provided that all applicable regulations of this by-law relative to the whole lot and its external lot lines, existing prior to any condominium plan registration, are strictly observed, and the original lot shall be considered the site.
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Block 124 is approximately 0.3 ha in size with frontage of 37.8 metres and a depth of 86.1 metres. The site is direction adjacent to the existing development along Winchester and abuts the Listowel Baptist Church to the North and future residential development to the west and will front onto Kincaid Street to the south.

The concept provided by the applicant shows a Stacked Townhouse building with 17 dwelling units and 26 parking spaces (including 2 accessible).

With respect to comments and concerns from the neighbours we have heard the following: Loss of Privacy, Concerns with Drainage, Concerns with Noise and Lighting, Lack of Buffering/Separation.

Based on the development size and nature, the applicant would be required to go through site plan approval process to facilitate the development. This is a technical review to meeting Engineering, Building and Planning standards, and does not return to Council for consideration as per the direction from the Province.

Drainage on the site would be required to go through an engineered designed stormwater plan and would be captured through storage and drainage towards Kincaid Street.

With respect to Loss of Privacy, the applicant has attempted to shift the building towards the west (away) from the existing residents on Winchester. The requested modification

to the zoning by-law to allow for as much separation while still maintaining amenity space on the property. Council may consider an inclusion of a provision where only 3 stories is permitted on the site which has been discussed with the applicant's agent and they are amenable to. Additionally, the access/drive isle size does not meet Municipal standards for width of a Municipal road and therefore is not intended to be assumed by the Municipality now or at a future date.

Noise and Lighting will be addressed through the site plan application process, the applicant will be required to submit a lighting study which maintains direct lighting on site. Noise mitigation may be completed through appropriate types of fencing and landscaping.

Separation between the existing rear yard lot of the existing residents along Winchester would be through a 1.8 metre planting strip, 6 metre lane/drive aisle, 5.5 metre parking spaces and sidewalk/walk way. This would create the potential for approximately 13.3 metres of potential buffer between a building the rear yard lot lines of the adjacent residents. The building concept provided would be intended to be front facing the residents on Winchester with the rear yard amenity spaced backing on to the future new development.

Conclusion

In light of the above-noted review, it is the opinion of staff that the Draft Plan of Subdivision and Zoning By-law Amendment is consistent with the 2024 Provincial Planning Statement, conforms with the County of Perth Official Plan and Listowel Official Plan and represents good planning.

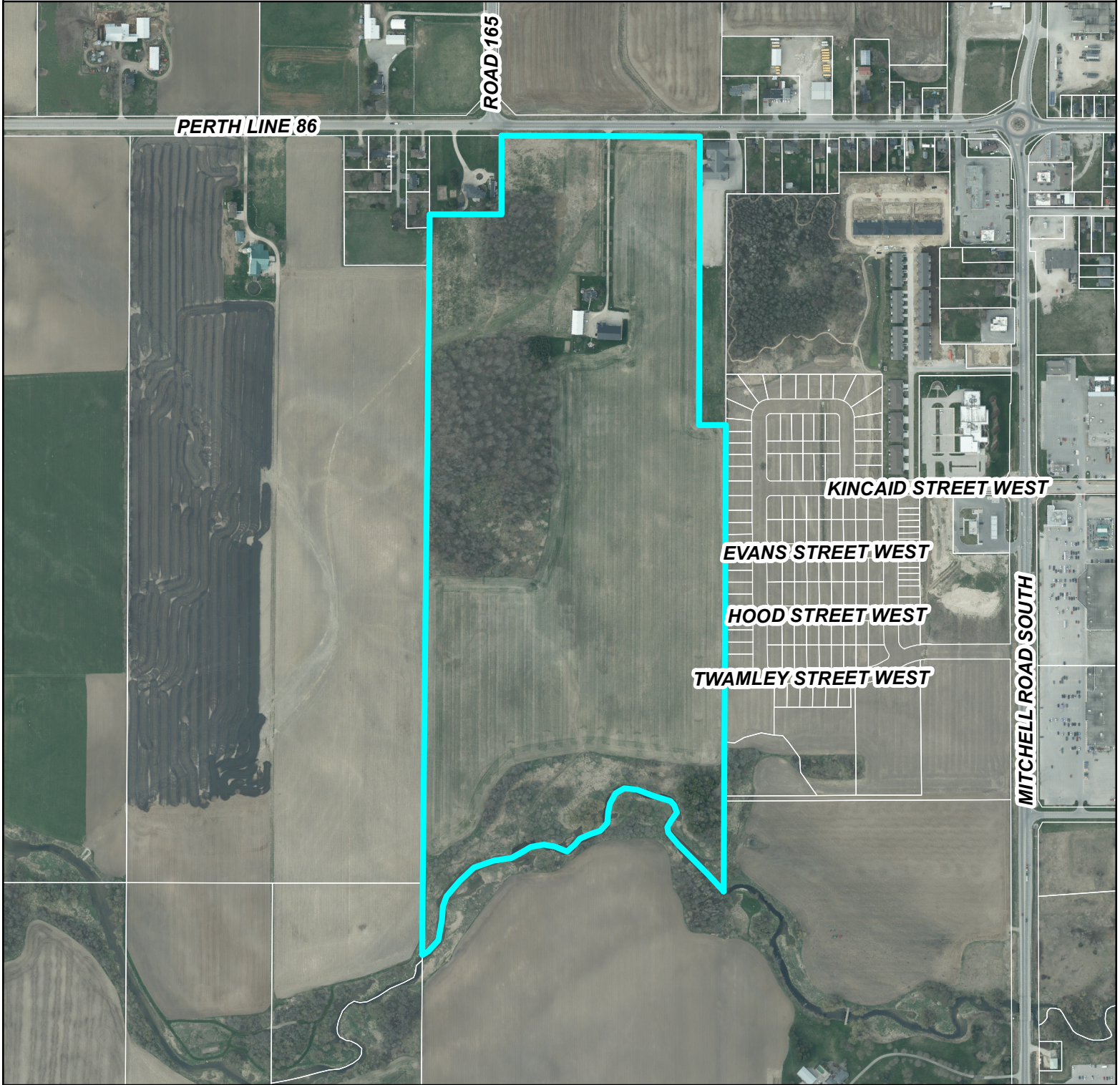
Authored by:

Nathan Garland
Planner

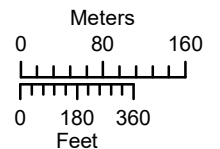
Approved submission by:

Andrea Hächler
Director of Planning

MUNICIPALITY OF NORTH PERTH
Pt Lots 27 & 28, Conc 1, Elma Ward (6175 Line 86)
Application for Plan of Subdivision
by Evangelho-Bray - Connie



AREA SUBJECT TO PROPOSED
DRAFT PLAN OF SUBDIVISION



MUNICIPALITY OF NORTH PERTH
 Pt Lots 27 & 28, Conc 1, Elma Ward (6175 Line 86)
 Application for Zoning By-law Amendment
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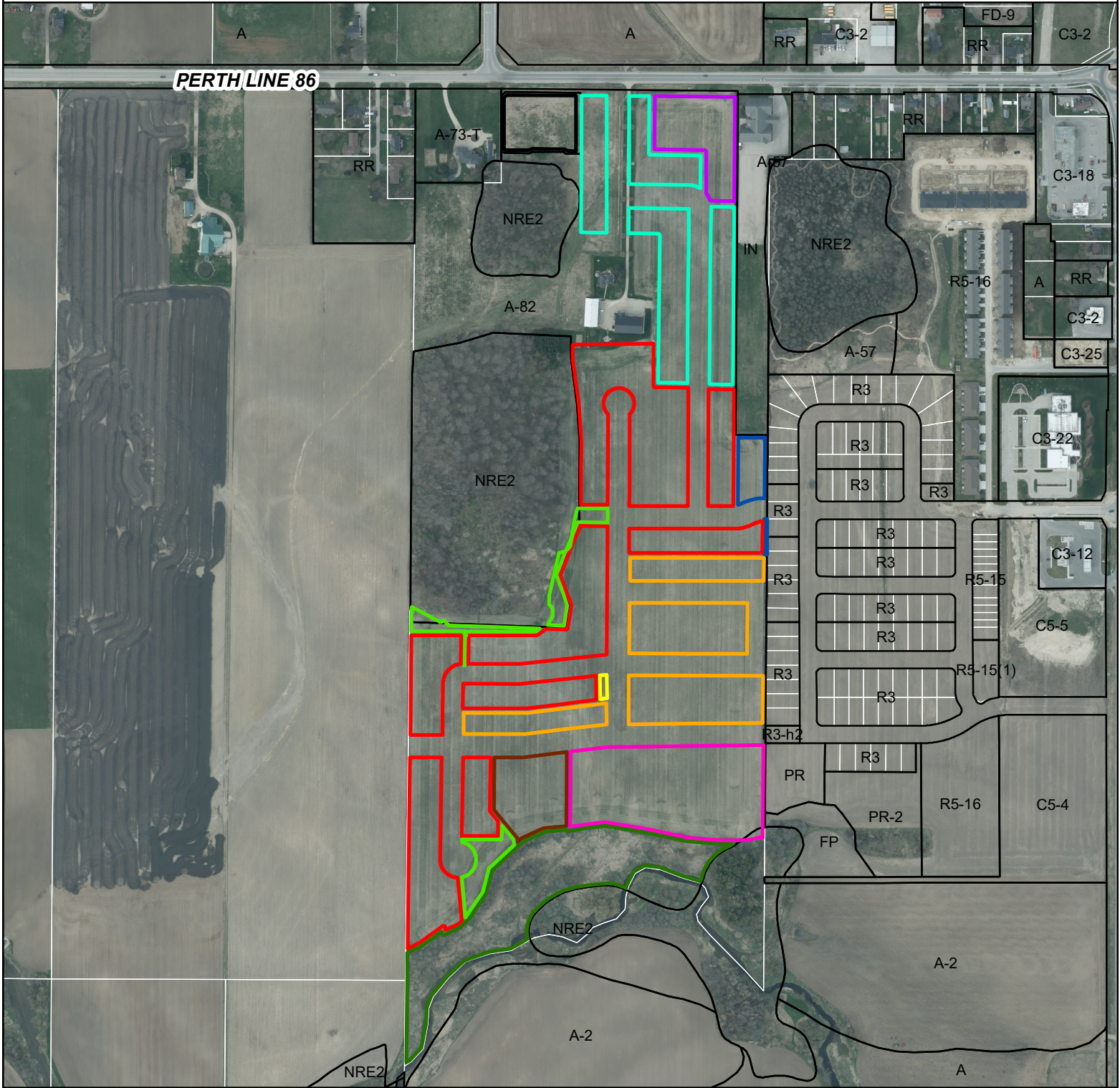
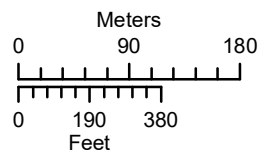


PHOTO DATE: 2020
 October 08, 2024

	TO BE ZONED IN		TO BE ZONED R5-23
	TO BE ZONED PR		TO BE ZONED R5-24
	TO BE ZONED R3-4		TO BE ZONED R5-25
	TO BE ZONED R3-5		TO BE ZONED R5-26
	TO BE ZONED C3		TO BE ZONED R5-22

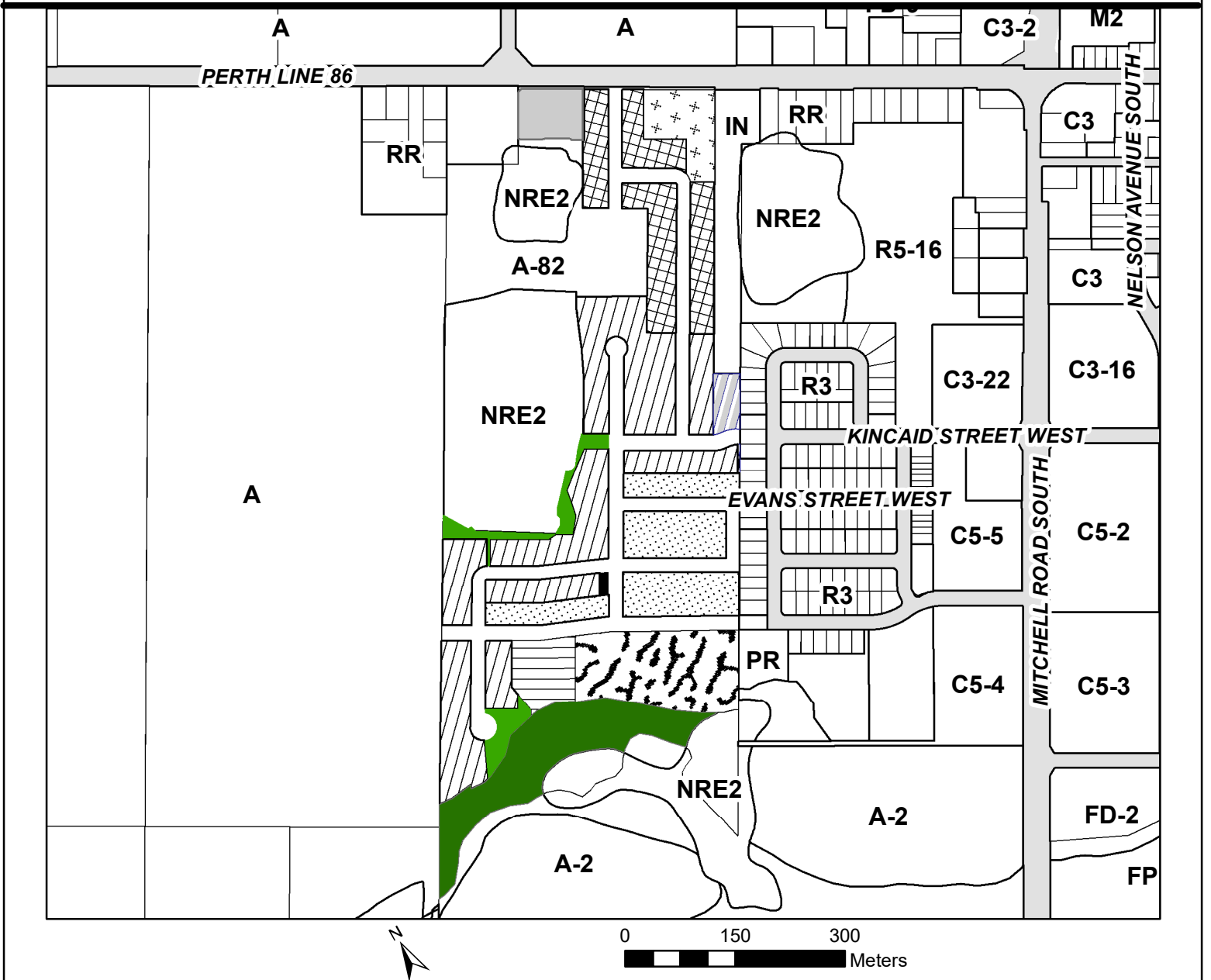


THIS IS **SCHEDULE "A"**
TO **BY-LAW NO. XXX-2024**
OF THE **MUNICIPALITY OF NORTH PERTH**
PASSED THIS ___ DAY OF _____, 2024

Todd Kasenberg, Mayor

Lindsay Cline, Clerk

AREA AFFECTED BY THIS BY-LAW



THE MUNICIPALITY OF NORTH PERTH
BY-LAW NO. XX-2024

Being a By-law to amend By-law No. 6-ZB-1999, as amended, which may be cited as "The Zoning By-law of the Municipality of North Perth", and which is a By-law to regulate the use of land and the character, erection, location and use of buildings and structures and to prohibit certain buildings, structures and uses in various defined areas of the Municipality of North Perth.

WHEREAS the Council of the Municipality of North Perth deems it necessary in the public interest to pass a By-law to amend By-law No. 6-ZB-1999, as amended;

AND WHEREAS pursuant to the provisions of Section 34 of the Planning Act, as amended, By-laws may be passed by Councils of municipalities for prohibiting or regulating the use of land and the erection, location, or use of buildings or structures within the municipality for or except for such purposes as may be set out in the By-law, and for regulating in certain respects buildings or structures to be erected or located within the municipality;

NOW THEREFORE THE COUNCIL OF THE MUNICIPALITY OF NORTH PERTH ENACTS AS FOLLOWS:

1. **THAT** the area shown as diagonal hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Special Residential Zone Three - 4(R3-4)", and shall be subject to the provisions of Section 9.6.4 (R3-4) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R3-4" on Key Map 27 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And
2. **THAT** the following provisions be added to Section 9.6.4:
 - a) Location: Part Lot 27 and Part Lot 28, Elma Ward, Municipality of North Perth (Key Map 27)
 - Minimum Lot Area (interior lot): 370 square metres
 - Minimum Lot Area (corner lot): 450 square metres
 - Minimum Lot Frontage (interior lot): 12.0 metres
 - Minimum Lot Frontage (corner lot): 15.0 metres
 - Minimum Front Yard Setback: 4.5 metres, provided that any attached garage must provide a setback of 6.0 metres
 - Minimum Side Yard Setback: 1.2 metres (2-storey dwelling)
 - Minimum Exterior Side Yard Setback: 3.0 metres
 - Maximum Lot Coverage: 45%
 - To exclude decks from the lot coverage calculation
 - To permit an unenclosed porch or deck, up to 1.0 metres in height above the average finished grade, to encroach 3.5 metres into the required rear yard setback
 - b) other applicable provisions of this By-law shall apply.
3. **THAT** the area shown as black on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Special Residential Zone Three - 5(R3-5)", and shall be subject to the provisions of Section 9.6.5 (R3-5) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R3-5" on Key Map 27 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And
4. **THAT** the following provisions be added to Section 9.6.5:
 - a) Location: Part Lot 27 and Part Lot 28, Elma Ward, Municipality of North Perth (Key Map 27)
 - Minimum Lot Area (interior lot): 370 square metres
 - Minimum Lot Area (corner lot): 370 square metres
 - Minimum Lot Frontage (interior lot): 12.0 metres
 - Minimum Lot Frontage (corner lot): 12.0 metres
 - Minimum Front Yard Setback: 4.5 metres, provided that any attached garage must provide a setback of 6.0 metres
 - Minimum Side Yard Setback: 1.2 metres (2-storey dwelling)
 - Minimum Exterior Side Yard Setback: 2.5 metres
 - Maximum Lot Coverage: 45%
 - To exclude decks from the lot coverage calculation
 - To permit an unenclosed porch or deck, up to 1.0 metres in height above the average finished grade, to encroach 3.5 metres into the required rear yard setback
 - b) other applicable provisions of this By-law shall apply.
5. **THAT** the area shown as cross hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Special Residential Zone Five - 22(R5-22)", and shall be subject to the provisions

of Section 11.6.22 (R5-22) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R5-22" on Key Map 27 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And

6. **THAT** the following provisions be added to Section 11.6.22:
 - a) Location: Part Lot 27 and Part Lot 28, Elma Ward, Municipality of North Perth (Key Map 27)
 - Minimum Lot Area (corner lot): 290 square metres
 - Minimum Lot Frontage (corner lot): 9 metres
 - Minimum Front Yard Setback: 4.5 metres, provided that any attached garage must provide a setback of 6.0 metres
 - Minimum Side Yard Setback: 1.5 metres (End Unit)
 - Minimum Exterior Side Yard Setback: 3.0 metres
 - Maximum Lot Coverage: 60%
 - To exclude decks from the lot coverage calculation
 - To permit an unenclosed porch or deck, up to 1.0 metres in height above the average finished grade, to encroach 3.5 metres into the required rear yard setback
 - b) other applicable provisions of this By-law shall apply.

7. **THAT** the area shown as diagonal hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Special Residential Zone Five - 23(R5-23)", and shall be subject to the provisions of Section 11.6.23 (R5-23) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R5-23" on Key Map 27 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And

8. **THAT** the following provisions be added to Section 11.6.23:
 - a) Location: Part Lot 27 and Part Lot 28, Elma Ward, Municipality of North Perth (Key Map 27)
 - Minimum Lot Area (corner lot): 290 square metres
 - Minimum Lot Frontage (corner lot): 9 metres
 - Minimum Front Yard Setback: 4.5 metres, provided that any attached garage must provide a setback of 6.0 metres
 - Minimum Side Yard Setback: 1.5 metres (End Unit)
 - Minimum Exterior Side Yard Setback: 2.5 metres
 - Maximum Lot Coverage: 60%
 - To exclude decks from the lot coverage calculation
 - To permit an unenclosed porch or deck, up to 1.0 metres in height above the average finished grade, to encroach 3.5 metres into the required rear yard setback
 - b) other applicable provisions of this By-law shall apply.

9. **THAT** the area shown as diagonal hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Special Residential Zone Five - 24(R5-24)", and shall be subject to the provisions of Section 11.6.24 (R5-24) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R5-24" on Key Map 27 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And

10. **THAT** the following provisions be added to Section 11.6.24:
 - a) Location: Part Lot 27 and Part Lot 28, Elma Ward, Municipality of North Perth (Key Map 27)
 - Maximum Density: 70 units per hectare
 - Maximum Building Height: 15.0 metres
 - Minimum Front Yard Setback to a Public Street: 6.0 metres
 - Minimum Exterior Side Yard to a Public Street: 3.0 metres
 - Minimum Setback Between Side Walls of Two End Units: 3.0 metres
 - Minimum Setback Between Rear Walls of Separate Buildings: 8.0 metres
 - Maximum Lot Coverage: 60%
 - Minimum Landscaped Open Space: 20%
 - Minimum Off-Street Parking for *Affordable Dwelling Units*: 1/unit
 - Internal lot lines created on the site by:
 - g. a registration of a plan of condominium; or
 - h. a plan or plans of condominium registered on all or a portion of a lot which is part of a comprehensively planned development subject to a Development Agreement pursuant to Section 41 of the Planning Act;
 - b) other applicable provisions of this By-law shall apply.

11. **THAT** the area shown as diagonal hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Special Residential Zone Five - 25(R5-25)", and shall be subject to the provisions of Section 11.6.25 (R5-25) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R5-25" on Key Map 27 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And

12. **THAT** the following provisions be added to Section 11.6.25:
- a) Location: Part Lot 27 and Part Lot 28, Elma Ward, Municipality of North Perth (Key Map 27)
 - The Minimum Lot Area requirement shall not apply
 - Maximum Density: 70 units per hectare
 - Maximum Building Height: 12.0 metres
 - Minimum Off-Street Parking for *Affordable Dwelling Units*: 1/unit
 - Internal lot lines created on the site by:
 - i. a registration of a plan of condominium; or
 - j. a plan or plans of condominium registered on all or a portion of a lot which is part of a comprehensively planned development subject to a Development Agreement pursuant to Section 41 of the Planning Act; shall not be construed to be lot lines for the purposes of zoning regulations provided that all applicable regulations of this by-law relative to the whole lot and its external lot lines, existing prior to any condominium plan registration, are strictly observed, and the original lot shall be considered the site.
 - b) other applicable provisions of this By-law shall apply.
13. **THAT** the area shown as diagonal hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Special Residential Zone Five - 26(R5-26)", and shall be subject to the provisions of Section 11.6.26 (R5-26) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R5-26" on Key Map 27 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And
14. **THAT** the following provisions be added to Section 11.6.26:
- a) Location: Part Lot 27 and Part Lot 28, Elma Ward, Municipality of North Perth (Key Map 27)
 - The Minimum Lot Area requirement shall not apply
 - Maximum Density: 100 units per hectare
 - Maximum Building Height: 15.0 metres
 - Minimum Front Yard Setback to a Public Street: 6.0 metres
 - Minimum Setback Between Side Walls of Two End Stacked Townhouse Units: 3.0 metres
 - Minimum Setback Between Rear Walls of Separate Stacked Townhouse Buildings: 10.0 metres
 - Maximum Lot Coverage: 60%
 - Minimum Landscaped Open Space: 20%
 - Minimum Off-Street Parking for *Affordable Dwelling Units*: 1/unit
 - Internal lot lines created on the site by:
 - k. a registration of a plan of condominium; or
 - l. a plan or plans of condominium registered on all or a portion of a lot which is part of a comprehensively planned development subject to a Development Agreement pursuant to Section 41 of the Planning Act; shall not be construed to be lot lines for the purposes of zoning regulations provided that all applicable regulations of this by-law relative to the whole lot and its external lot lines, existing prior to any condominium plan registration, are strictly observed, and the original lot shall be considered the site
 - b) other applicable provisions of this By-law shall apply.
15. **THAT** the area shown as diagonal hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Highway Commercial – Holding (C3-H-12)", and shall be subject to the provisions of Section 19.4.29 (C3-H12) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "C3-H-12" on Key Map 27 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And
16. **THAT** Section 19.4.29 and Section 35.3.12 of By-law No. 6-ZB-1999 is hereby amended by adding the following provision:
- "19.4.29 C3-H12 a) Location: Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth
- (b) Notwithstanding any provisions of Section 19 to the contrary, prior to removal of the H12 holding provisions road access shall be provided to the property known as 6175 Perth Line 86 which is the large parcel to the south.
- (c) All other provisions of By-law No. 6-ZB-1999, as amended, shall apply." And
17. **THAT** the area shown as diagonal hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the "Agriculture" to "Institutional (IN)", and shall be subject to the provisions of Section 27.1.1 (IN)

of By-law No. 6-ZB-1999. The zoning on this land shall be shown as “IN” on Key Map 27 of Schedule “A” to By-law No. 6-ZB-1999 as amended. And

18. **THAT** the area shown as diagonal hatching on the attached map, Schedule "A", and described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth is rezoned from the “Agriculture” to “Parks and Recreation (PR)”, and shall be subject to the provisions of Section 28.1.1 (PR) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as “PR” on Key Map 27 of Schedule “A” to By-law No. 6-ZB-1999 as amended. And

19. **THAT** the Clerk is hereby authorized and directed to provide notice of the passing of this By-law in accordance with the Planning Act, as amended, and to Regulations thereunder.

20. **THAT** the By-law shall come into force on the date that it was passed, pursuant to the Planning Act, and to Regulations thereto.

READ A FIRST AND SECOND TIME THIS 4TH DAY OF NOVEMBER, 2024.

READ A THIRD TIME AND FINALLY PASSED THIS 4TH DAY OF NOVEMBER, 2024.

Todd Kasenberg, Mayor

Lindsay Cline, Clerk

Certified a true copy of By-law No. **XX-2024 passed by the Council of the Municipality of North Perth, _____, 2024.**

Lindsay Cline, Acting Clerk

THE MUNICIPALITY OF NORTH PERTH

BY-LAW NO. XX-2024

EXPLANATORY NOTE

By-law No. XX-2024 of the Corporation of the Municipality of North Perth is an amendment to the Municipality of North Perth Zoning By-law No. 6-ZB-1999 and affects lands in the Municipality of North Perth described as Part Lot 27 and Part Lot 28, Concession 1, Elma Ward, Municipality of North Perth.

By-law No. XX-2024 rezones the lands from “A” to the “R3-4; R3-5; R5-22; R5-23; R5-24; R5-25; R5-26; C3-H, IN and PR” zones which would allow for the use of the land area to develop as a residential and commercial subdivision as required by the North Perth Zoning By-law. The zoning on this land shall be shown as “R3-4; R3-5; R5-22; R5-23; R5-24; R5-25; R5-26; C3-H12, IN and PR” on Key Map 27 of Schedule “A” to the By-law.

By-law No. XX-2024 was adopted by the Municipality of North Perth Council on the basis of an application submitted by the proponent.

Schedule "A" to the attached By-law No. XX-2024 is a map showing the location and zoning of the subject lands.

November 13th, 2024

File No.: 2021-68

Nathan Garland
Corporation of the County of Perth
1 Huron St., Stratford, ON N5A 5S4

- And-

Kriss Snell, CAO
Municipality of North Perth
330 Wallace Avenue North
Listowel, ON N4W 1L3

**RE: Municipality of North Perth Zoning By-law Amendment Zo6-2024
6175 Perth Line 86, North Perth
Mrs. Connie Evangelho-Bray and Tridon Group Ltd.**

On behalf Tridon Group Ltd. ("Applicant"), we are pleased to provide a response to the questions and comments raised at the November 4th, 2024 Public Meeting in regards to Zoning By-law Amendment Application Zo6-2024. The Application is applicable to land known municipally as 6175 Perth Line 86, North Perth, County of Perth ("Site").

Council and area residents requested further clarification on the location and design of Block 124 (formerly Block 17) within the Draft Plan of Subdivision and the implementing proposed R5 zoning. The proposed layout of the subdivision has been fixed by a number of internal and external design factors that cannot be altered by the Applicant, including the road connections to Twamley Street and Kincaid Street and the natural heritage features to the south and west. In considering these fixed features on the Site, there was insufficient land area to add another municipal road near the eastern property boundary for a street fronting dwelling units. In combination with the desire to maintain a future access to the Listowel Baptist Church for future redevelopment, a multi-unit residential development block was the most logical and efficient use of this portion of the Site.

As noted in the Public Meeting presentation, the Applicant is proposing to include affordable housing units within Block 124 and for this reason, a multi-unit development is proposed. To achieve a project with affordable dwelling units, the cost of the land is an important determining factor. Utilizing land that constrained by external design factors and would result in undesirable street fronting dwelling units, assists in contributing to an affordable housing block. The block is intended to accommodate a maximum of 21 dwelling units.

It is recognized that the proposed multi-unit development would abut existing low density residential uses on Winchester Crescent and an assessment of land use compatibility was completed as part of the application package to evaluate potential impacts such as privacy and overlook. Considerations included building heights, placement of the off-street parking area, increased yard setbacks, and the implementation of landscaping and screening.

Further to the Public Meeting and discussions with adjacent property owners, the Applicant is supportive of the following additional items to assist in further demonstrating land use compatibility:

- Adding a site-specific zoning provision to require a minimum easterly side yard setback of 12.0 metres for an apartment building;
- Adding a site-specific zoning provision to limit the building height to three (3) storeys;
- At the time of the Site Plan Application, limiting any balconies on the second and third floors to the west building elevation and installing a 1.8 metre solid wood or vinyl fence on the eastern property line.

The proposed easterly side yard setback exceeds the current requirements in the North Perth Zoning By-law for an apartment building with a building height up to 12.0 metres, being a 6.0 metre setback. The proposed 12.0 metre setback to the eastern property line reflects the required rear yard setback in the R5 Zone and has been determined to be the appropriate setback for the proposed use where there is a rear yard.

The proposed building height addresses comments that a four storey building could be constructed within the current height permissions of the R5 Zone.

The Applicant is also open to working with the seven (7) property owners with lots on Winchester Crescent that are subject to a stormwater management easement in favour of the Municipality of North Perth. This would be predicated on all of the seven (7) property owners being willing to incur the costs of regrading their rear yards to direct stormwater management flows to the west. Without all seven (7) property owners in agreement, a solution to the stormwater management and the associated easement cannot be addressed from a design engineering standpoint. The Applicant will continue to work with staff to consider potential options in this regard.

We trust the request this information can be accepted and circulated for review. If you have any questions or comments, please let us know, and we would be happy to discuss them further.

Kind regards,



Caroline Baker, MCIP, RPP
Principal

c.c. Don de Jong, Tridon Group Ltd., Applicant

Re: Zoning By-law Amendment NP 24-01 & Z6-2024

Municipality of North Perth

Mayor Kasenburg

Deputy Mayor Kellum

Councillors: Duncan, Johnston, Rothwell, Anstett, Blazek, Richardson, Andriessen and Noordam

Planner Garland

For your Consideration

Following the public meeting of November 4, 2024. We as neighbourhood group met independently with Nathan Garland. The purpose of this consultation was to allow us as residents to better understand zoning regulations and their implications.

With this new knowledge, the group would like to make some recommendations to council as to limit the impact of this future development on the already occupied neighbouring properties.

We request some limitations and restriction be applied in the subdivision agreement specifically relating to Block 124

1. Minimum set back of building from lot line be maintained at 15.108m as currently described in site plan.
2. That building be designed without balconies facing current development to minimize impact on our rear yard privacy.
3. In addition to landscaping a solid two-sided wood or vinyl fence of a substantial height be installed to minimize noise and interference from vehicles and their lights.
4. Parking lot and/or building exterior lighting be installed so they do not shine in or toward abutting lots.
5. Request the maximum height not be increased to 12m from 10.4 m

Thank you to the members of council who took the time out of their busy schedules to visit our properties in person.

Interested and concerned parties of Winchester Crescent.

Allan and Rose Clemens

Stu and Anne Aiden

Keith and Christine McCluskie

APPLICATION FOR PART LOT CONTROL EXEMPTION

To: Mayor Todd Kasenberg and North Perth Council
Prepared by: Nathan Garland, Planner
Date: November 18th, 2024
File: Part Lot Control Exemption Application PLC 03-2024
Owner: Kevin Gottfried
Location: Legally described as Lot 16, Plan 161, Listowel Ward, Municipality of North Perth. The properties are located on the north side of John Street West, between Albert Avenue North and Alexander Avenue North, and is municipally known as 755 John Street West in Listowel
Attachments: Schedule A – Report Photo
Schedule B – Reference Plan 44R-5837
Schedule C – Draft By-law
Schedule D – Site Photo

Recommendation:

THAT the Council of the Municipality of North Perth APPROVE the application submitted by Kevin Gottfried for the exemption of part lot control on lands legally described as Lot 16, Registered Plan 161, Listowel Ward, Municipality of North Perth; and

THAT the approved by-law be provided to the Municipality of North Perth to be registered on title.

Purpose of Application:

The subject application is proposing to pass a by-law that will exempt the subject lands from the Part Lot Control provisions of the *Planning Act*. North Perth Council previously approved application PLC 1-2021 on February 22nd, 2021 to establish two semi-detached dwelling units, however the approval lapsed on March 2nd, 2023 and therefore a new by-law is required to establish two semi-detached dwelling units on separate and conveyable parcels.

Background

Perth County Official Plan	Serviced Urban Area
Listowel Ward Official Plan	Residential
North Perth Zoning By-law	Residential Zone Two (R2)

Corporation of the County of Perth 1 Huron Street, Stratford, Ontario, Canada N5A 5S4
t. 519-271-0531 f. 519-273-5967 www.perthcounty.ca

Surrounding Uses

Surrounding land uses are low to medium density residential

The applicant has submitted a development plan (Survey) showing the semi-detached dwelling on the parcels to be created from exemption from Part Lot Control. The applicant has also submitted a deposited R-Plan, being Plan 44R-5837, and has specified that the specific exemption being applied for will be specific to Parts 1, 2, 3 and 4. Both units have been constructed.

The subject lands contain a fully constructed semi-detached dwelling house with 2 dwelling units. The applicant has submitted a reference plan showing the lot proposed and associated setbacks with respect to the proposed dwellings having meet the zoning setbacks. The Reference Plan identifies the existing residence under construction at the time (which has now been completed) and is noted as RP 44R-5837 which reference parts 1 through 4. Whereby Parts 1 and 2 contain the semi-detached dwelling and Parts 3 and 4 are for maintenance and reciprocal access.

Planning Comments:

The subject lands are designated, ‘Serviced Urban Areas” (Section 6.2.1) in the Perth County Official Plan. Section 6.4.8.2 (Serviced Urban Area – Single Detached, Semi-Detached, and Duplex Dwellings) provides additional policies which permits a variety of types of dwelling units, including single detached dwellings, semi-detached dwellings and duplex dwellings.

The zoning of the subject lands is ‘Residential Zone 2 (R2)’ according to the North Perth Zoning By-law, which permits semi-detached and single detached dwelling units.

The application of the Part Lot Control application will will allow for each semi-detached dwelling unit and the associated lands to be separate and conveyable properties. Parts 3 and 4 create a shared driveway for the units with reciprocal access for maintenance. Services are provided independently for both lots.

Provided below is a zoning matrix of the Residential Zone Two with zoning compliance outlined for both Unit 1 (Part 1) and Unit 2 (Part 2)

Zone Provision	One Unit of a Semi-Detached Dwelling on One Lot	Unit 1	Unit 2
Lot Area Minimum <i>Interior lot</i>	278 sq. metres	390 sq. metres	390 sq. metres

Lot Frontage Minimum			
<i>Interior lot</i>	9 metres	9.1 metres	9.1 metres
Front Yard Depth & Exterior Side Yard Width Minimum	6 metres	6.4 metres	6.4 metres
Interior Side Yard Width Minimum			
<i>1-storey dwelling</i>	no provision		
<i>3-storey dwelling</i>	no provision		
<i>With attached garage or carport</i>	1.5 metres	2.13 metres	2.13 metres
<i>Along lot line of attached unit</i>	0 metres		
Rear Yard Depth Minimum	7.5 metres	19 metres	19 metres
Lot Coverage Maximum	50%	45%	45%
Building Height Maximum	10.5 metres	5 metres	5 metres
Landscaped Open Space Minimum	30%	32%	32%
Parking Requirements	In Accordance with Section 5.18	3 parking spaces provided including garage	3 parking spaces provided including garage

Section 50(7) of the *Planning Act, R.S.O. 1990*, provides that the Council of a local municipality may, by By-law, provide that the part lot control provisions of Section 50(5) of the *Planning Act* (i.e. further separation of land created within a registered plan of subdivision) do not apply to lands within such plan of subdivision, or parts thereof, as described in the By-law. The County of Perth is the delegated approval authority under the *Planning Act* for By-laws to remove part-lot control for lands within North Perth and the member municipalities in the County. The County has approved the previous application (PLC 1-2021) therefore the only request at this time is to extend the by-law.

The removal of part-lot control to establish lot lines between units for single detached dwelling units in a Plan of Subdivision is an accepted method of lot creation under the *Planning Act*. Once the exempting By-law is approved, the surveyor's reference plan showing the lot lines is completed and registered in the Land Registry Office. The By-law will be in effect for two years, after which time the Section 50(5) provisions of the *Planning Act R.S.O. 1990* would be reinstated.

Authored by:

Nathan Garland
Planner

Reviewed by:

Andrea Hächler,
Director of Planning

Schedule A – Report Photo

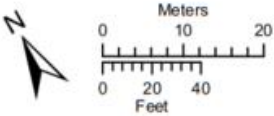
MUNICIPALITY OF NORTH PERTH
PLAN 161 LOT 16, Listowel Ward (755 John St W)
Application for Part Lot Control
by GOTTFRIED, KEVIN



Perth County
Cultivating Opportunity

PHOTO DATE: 2020
October 09, 2024

 Area of Proposed Part Lot Control



\\perthcounty.local\data\documents\Planning Land Use Admin\2-Working\127 Part Lot Control\North Perth\2024\3-2024 - Gottfried\GIS\3-2024 GOTTFRIED REPORT PHOTO.mxd

Schedule C – By-law

Schedule D – Site Photos



Figure 1 - View looking North from John Street West

PART SCHEDULE			
PART	LOT	REGISTERED PLAN	P.I.N.
1			
2	LOT 16	161	53026-0272
3			
4			

PARTS 1, 2, 3 AND 4 COMPRISE ALL OF P.I.N. 53026-0272.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.
 DECEMBER 22, 2020
 DATE
 J. DON MACMILLAN
 J. DON MACMILLAN, O.L.S.

PLAN 44R-5837
 RECEIVED AND DEPOSITED
 2020 - 12 - 29
 DATED
 "M. L. GREEN"
 REPRESENTATIVE FOR
 LAND REGISTRAR FOR THE
 LAND TITLES DIVISION OF
 PERTH No. 44.

PLAN of SURVEY of
 LOT 16
 REGISTERED PLAN No. 161
 MUNICIPALITY of NORTH PERTH
 (FORMER TOWN of LISTOWEL)
 COUNTY of PERTH

SCALE: 1" = 20'



J. DON MACMILLAN LTD.

- NOTE:
- SIB DENOTES STANDARD IRON BAR
 - SSIB " SHORT STANDARD IRON BAR
 - IB " IRON BAR
 - " SURVEY MONUMENT FOUND
 - " SURVEY MONUMENT SET
 - C.C. " CUT CROSS
 - C.P. " CONCRETE PIN
 - WIT. " WITNESS
 - C.M. " CONCRETE MONUMENT
 - ∅ " ROUND
 - P&WF " POST AND WIRE FENCE
 - 1661 " R. F. DORE, O.L.S.
 - 1114 " J. METZ, O.L.S.
 - 674 " F. J. S. PEARCE, O.L.S.
 - 1246 " J. D. MACMILLAN, O.L.S.
 - Pl. " REGISTERED PLAN No. 161
 - Pl. 2 " PERTH VACANT LAND CONDOMINIUM PLAN No. 44
 - Sy. " SURVEY BY MACMILLAN O.L.S., File No. 80-89
 - WIT. (E) " SET DUE TO ONGOING CONSTRUCTION
 - * " CUT CROSS SET ON EXTERIOR WALL FACE
 - O.R.P. " OBSERVED REFERENCE POINT

ALL FOUND MONUMENTS ARE 674 UNLESS INDICATED.
 NONE OF THE LIMITS ARE FENCED UNLESS INDICATED.

B/U DENOTES BURIED SERVICES COULD BE LOCATED IN PROXIMITY IN WHICH CASE 2' (0.61m) LONG BARS WERE USED TO PREVENT DAMAGE.

BEARINGS SHOWN HEREON ARE ASTRONOMIC, AND ARE REFERRED TO THE NORTHEASTERLY LIMIT OF JOHN STREET WEST, AS SHOWN ON DEPOSITED PLAN No. 44R-1761, AS BEING N60°21'30"W.

FOR BEARING COMPARISONS, A ROTATION OF 0°02'00" CLOCKWISE IS REQUIRED TO CONVERT TO UTM BEARINGS.

SURVEYOR'S CERTIFICATE

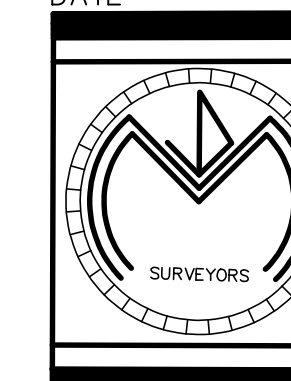
- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, AND THE LAND TITLES ACT, AND THE REGULATIONS MADE UNDER THEM.
 - THIS SURVEY WAS COMPLETED NOVEMBER 24, 2020.

DECEMBER 22, 2020

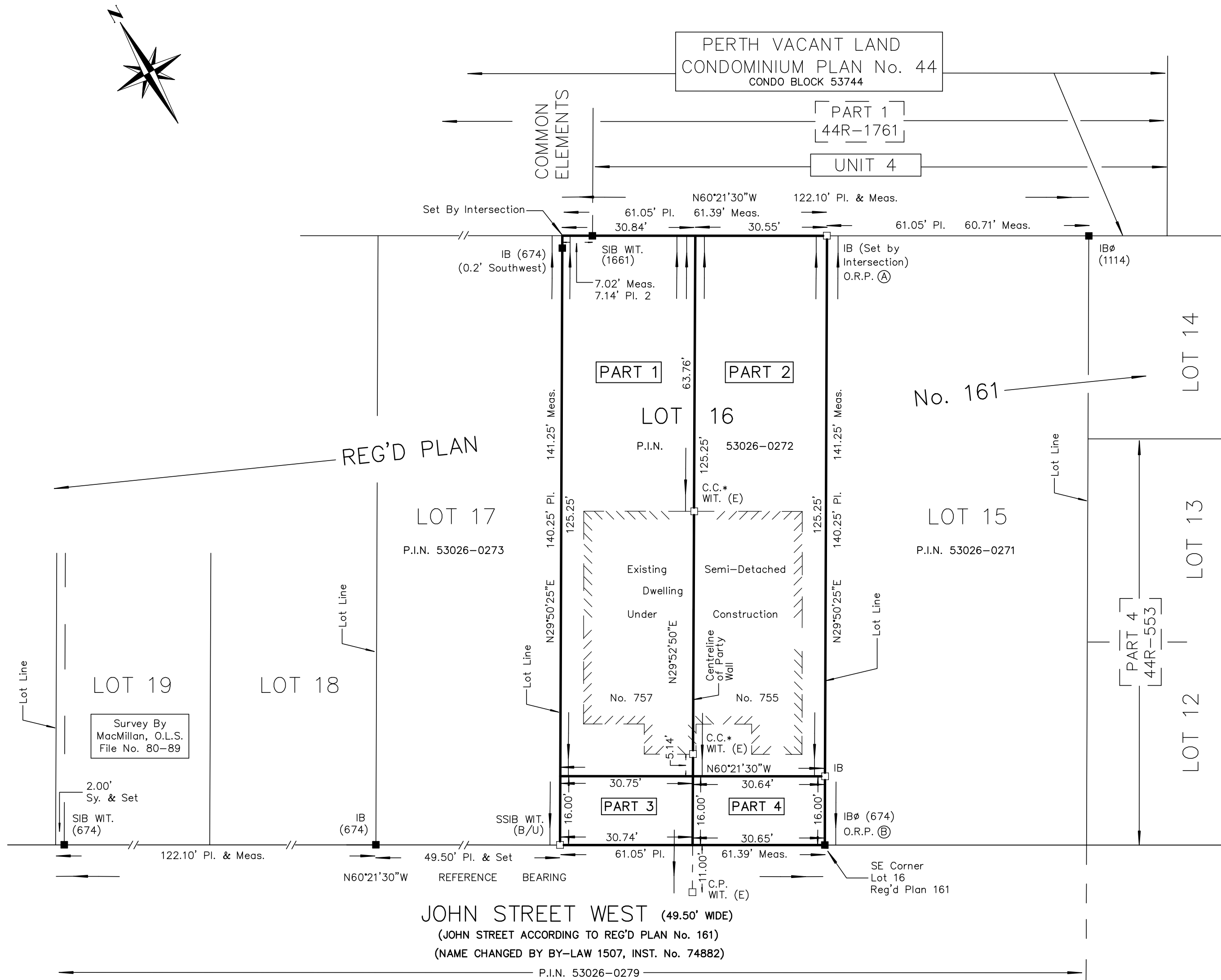
J. DON MACMILLAN

DATE

J. D. MACMILLAN, O.L.S.



J. DON MACMILLAN LIMITED
 ONTARIO LAND SURVEYORS
 144 DAVIDSON AVENUE SOUTH, LISTOWEL, ONT. (291-1313)
 DECEMBER 22, 2020 J. DON MACMILLAN
 DATE PER:
 FOR: KEVIN GOTTFRIED PROJECT N° 18-1777R



JOHN STREET WEST (49.50' WIDE)
 (JOHN STREET ACCORDING TO REG'D PLAN No. 161)
 (NAME CHANGED BY BY-LAW 1507, INST. No. 74882)
 P.I.N. 53026-0279

INTEGRATION COORDINATE TABLE

POINT ID	NORTHING	EASTING
O.R.P. A	15887618.49	1650725.03
O.R.P. B	15887496.04	1650654.65

ALL COORDINATES ARE IN FEET, ARE RELATED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (ORIGINAL) AND HAVE A RELATIVE ACCURACY TO MEET THE REQUIREMENTS OF ONT. REG. 216/10, SEC. 14(2).

DISTANCES ON THIS PLAN ARE HORIZONTAL GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE AVERAGE COMBINED SCALE FACTOR OF 0.999545.
 NOTE: CO-ORDINATES CANNOT IN THEMSELVES BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

IMPERIAL
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048

THE MUNICIPALITY OF NORTH PERTH

BY-LAW NO. **XX**-2024

BEING A BY-LAW TO EXEMPT FROM PART LOT CONTROL LOT 16, REGISTERED PLAN 161, LISTOWEL WARD IN THE MUNICIPALITY OF NORTH PERTH

WHEREAS subsection 50(7) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended (the "**Planning Act**"), provides that the council of a local municipality may, by by-law, provide that the part lot control provisions contained in subsection 50(5) of the *Planning Act* do not apply to the lands designated in the by-law;

AND WHEREAS the Council of the Municipality of North Perth deems it expedient and in the public interest that Lot 16, Registered Plan 161 (755 John Street) shown on reference plan 44R-5837 Pt 1 through 4, Listowel Ward, Municipality of North Perth in the County of Perth, be exempted from the part lot control provisions of the *Planning Act*;

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE MUNICIPALITY OF NORTH PERTH HEREBY ENACTS AS FOLLOWS:

1. THAT Lot 16, Registered Plan 161 (755 John Street) shown on reference plan 44R-5837 Pt 1 through 4, Listowel Ward, Municipality of North Perth are hereby exempted from the part lot control provisions contained in subsection 50(5) of the *Planning Act*, pursuant to subsection 50(7) of the *Planning Act*.
2. THAT this by-law shall be restricted in its application only to divide Parts 1 and 2 as cited in accordance with Plan 44R-5837 attached hereto and create the associated Parts 3 and 4 as cited in accordance with Plan 44R-5837 attached hereto;
3. THAT this by-law comes into force and effect when approved by The Corporation of the County of Perth, pursuant to subsection 50(7.1) of the *Planning Act*.
4. THAT this By-law shall be in effect for two years from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein without requiring the approval of the Corporation of the County of Perth.
5. THAT this by-law shall be registered on title to the Subject Property in the Land Registry Office for the County of Perth, pursuant to Section 50(28) of the *Planning Act*.

READ A FIRST AND SECOND TIME this 18th day of November, 2024.

READ A THIRD TIME AND FINALLY PASSED this 18th day of November, 2024.

MAYOR Todd Kasenberg

CLERK Lindsay Cline

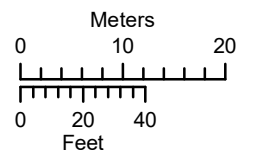
MUNICIPALITY OF NORTH PERTH
PLAN 161 LOT 16, Listowel Ward (755 John St W)
Application for Part Lot Control
by GOTTFRIED, KEVIN



Perth County
Cultivating Opportunity

PHOTO DATE: 2020
October 09, 2024

 Area of Proposed Part Lot Control



Municipality of North Perth Servicing Master Plan

Council Presentation

November 18, 2024

AGENDA

Master Plan process

Growth and development

Water infrastructure

Wastewater infrastructure

Stormwater infrastructure

Master Plan recommendations

Next Steps

North Perth Servicing Master Plan

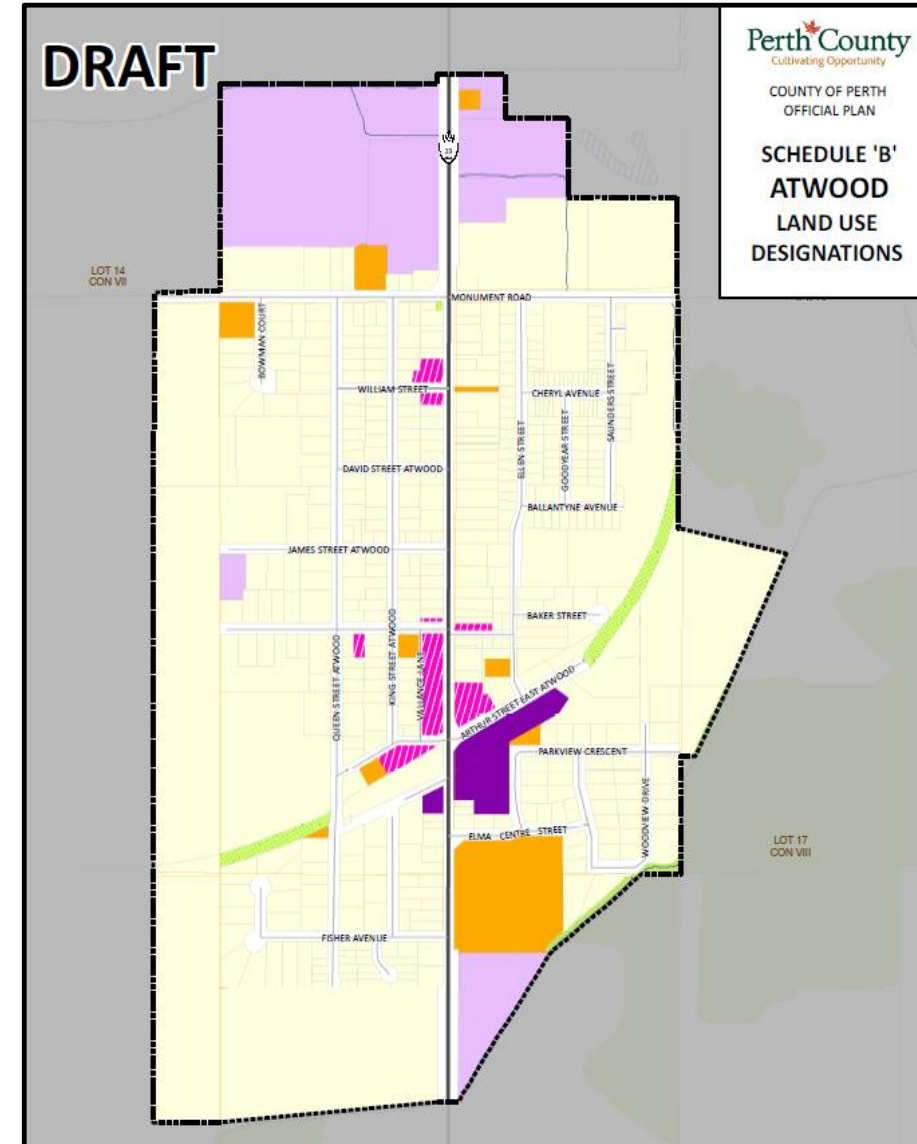
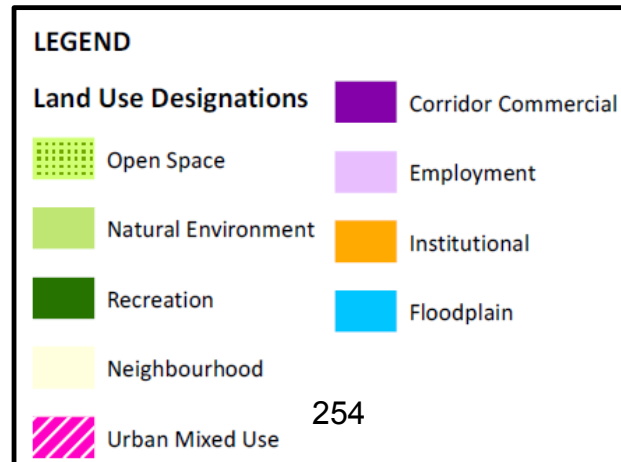
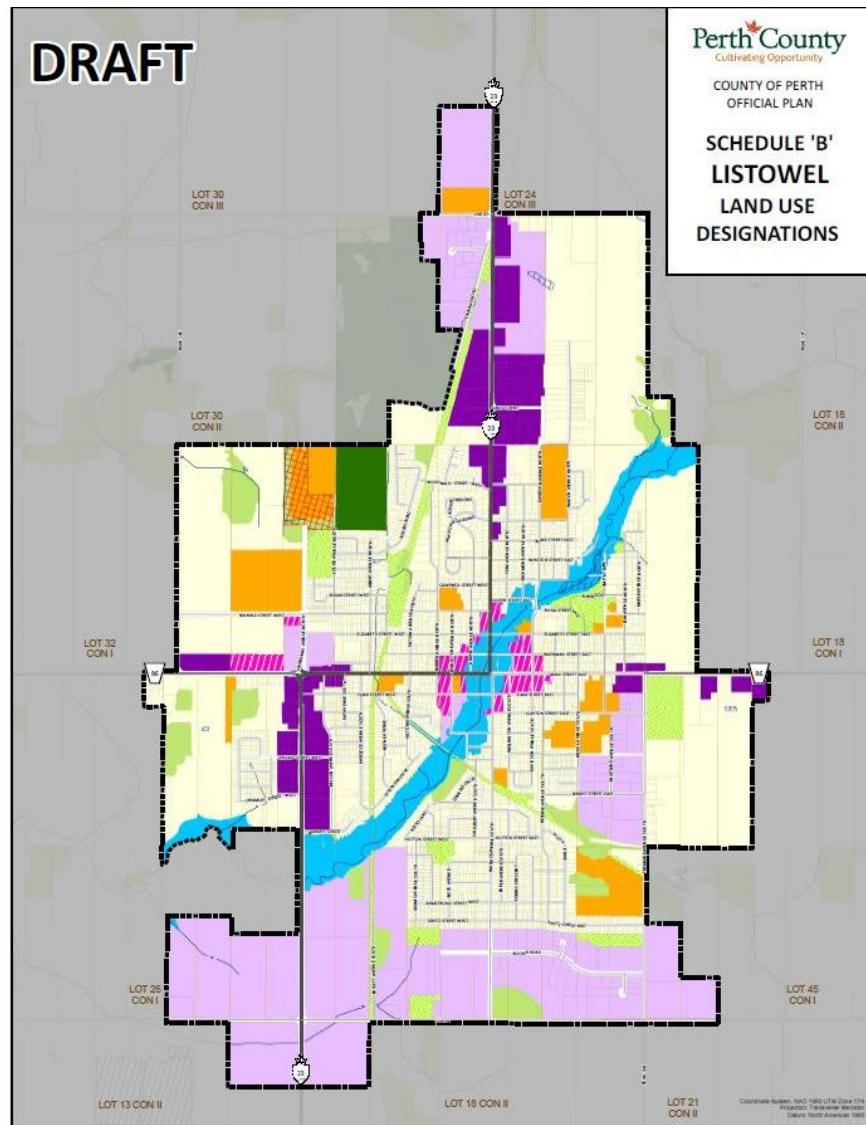
- Initiated in July 2021 to identify and evaluate infrastructure (water, wastewater and stormwater) within the **existing** urban settlements of Listowel & Atwood.
- Will be the basis for developing servicing strategies and future projects to accommodate growth and development in both communities.
- Will incorporate settlement area expansions and growth targets identified in the Perth County Official Plan (2024).
- Following the requirements of the Municipal Class Environmental Assessment process for Master Plans.

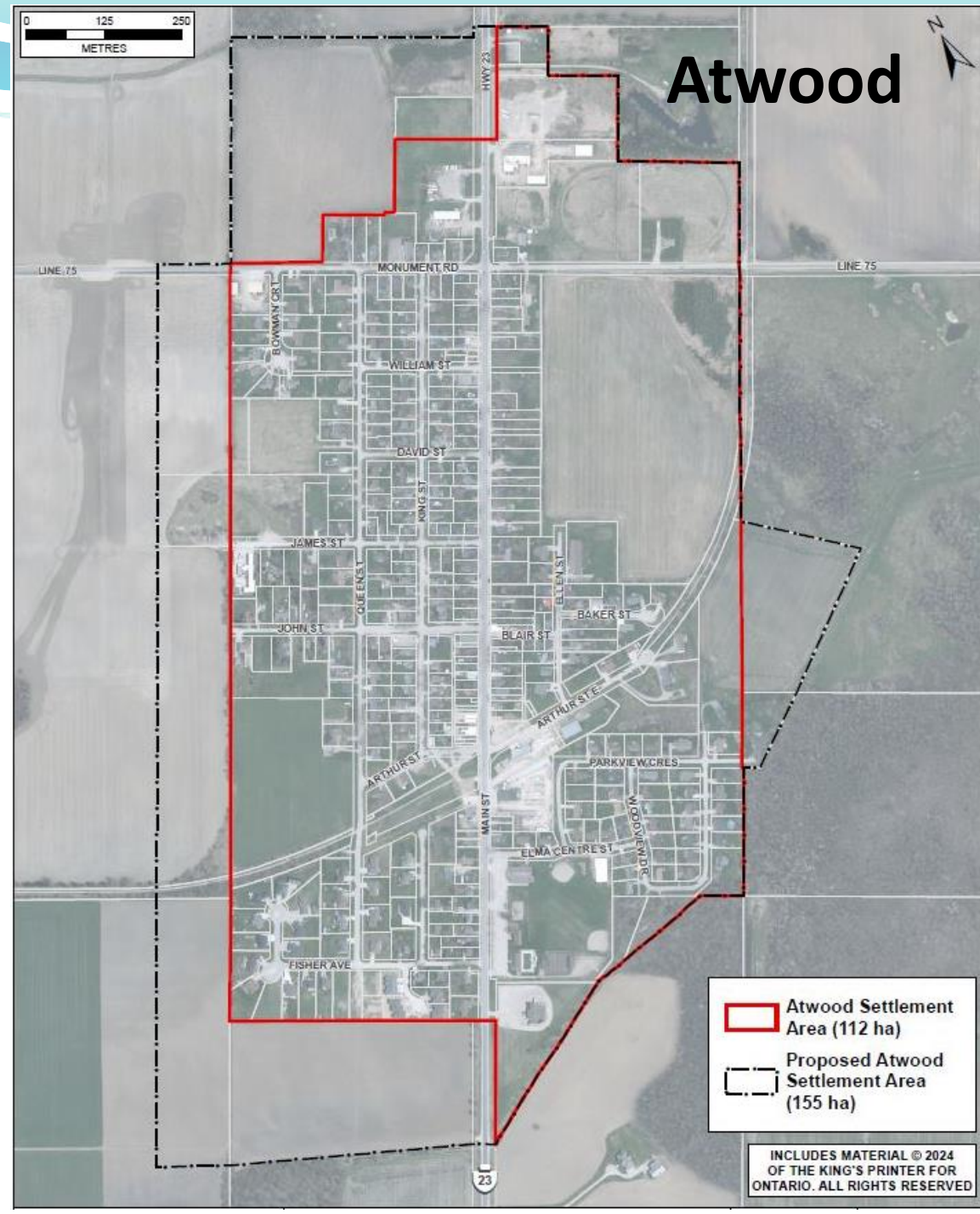
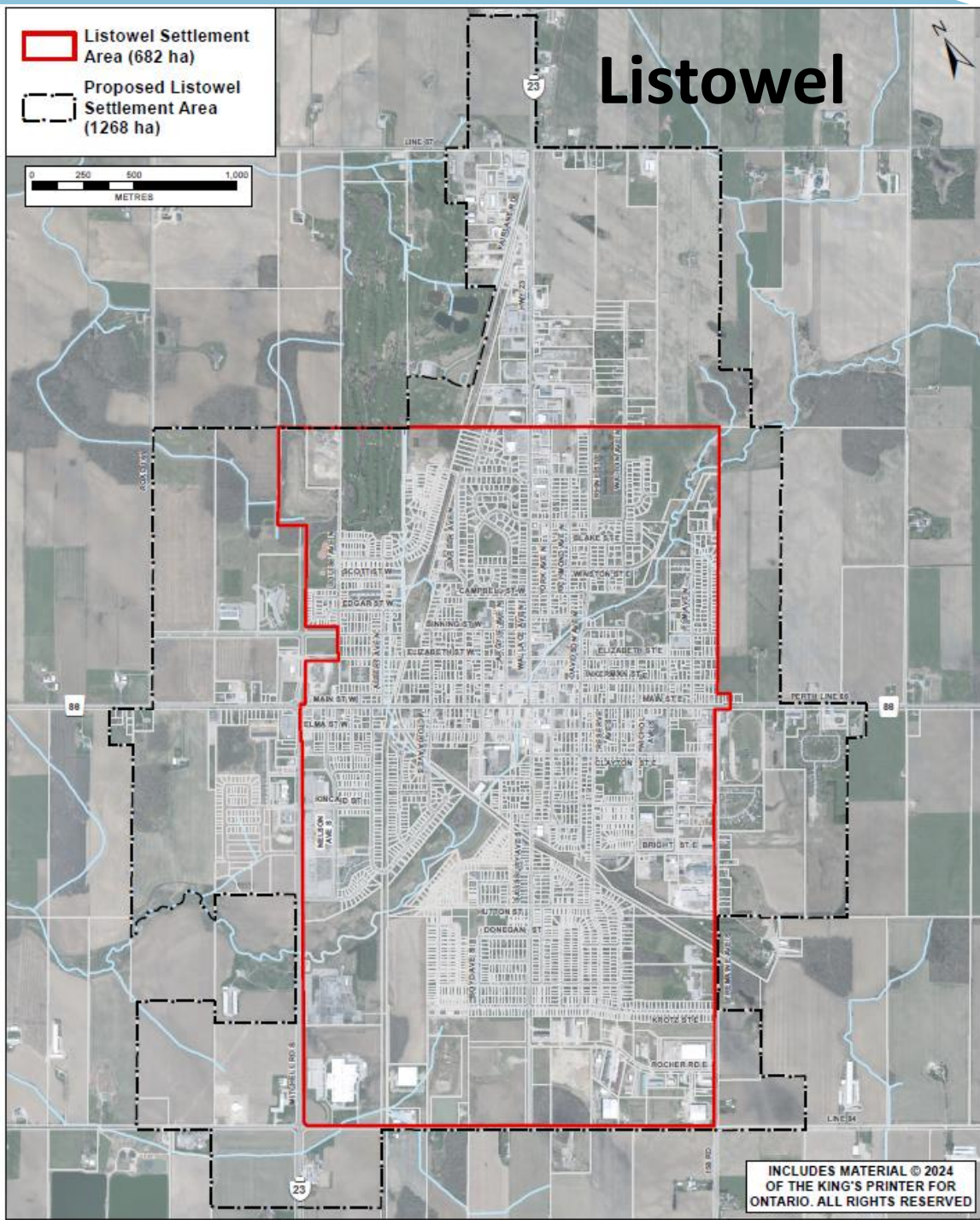
MCEA Master Plan Process

- Following Approach 1 under MCEA Master Plan process
 - Define broad infrastructure requirements
 - Identify problems and/or opportunities
 - Identify and evaluate alternatives
 - Incorporate consultation with agencies, public, stakeholders, and First Nation and Métis communities
- Master Plans identify future infrastructure projects, timing of need, and any additional requirements for studies (e.g. Schedule B/C MCEA).
- Can be implemented over an extended time frame (15-20 years)
- MP process is almost completed

Perth County Official Plan

- Proposed Settlement Boundary Adjustments for Atwood and Listowel are included in the draft plan
- Growth projections for each Municipality are also included in the OP





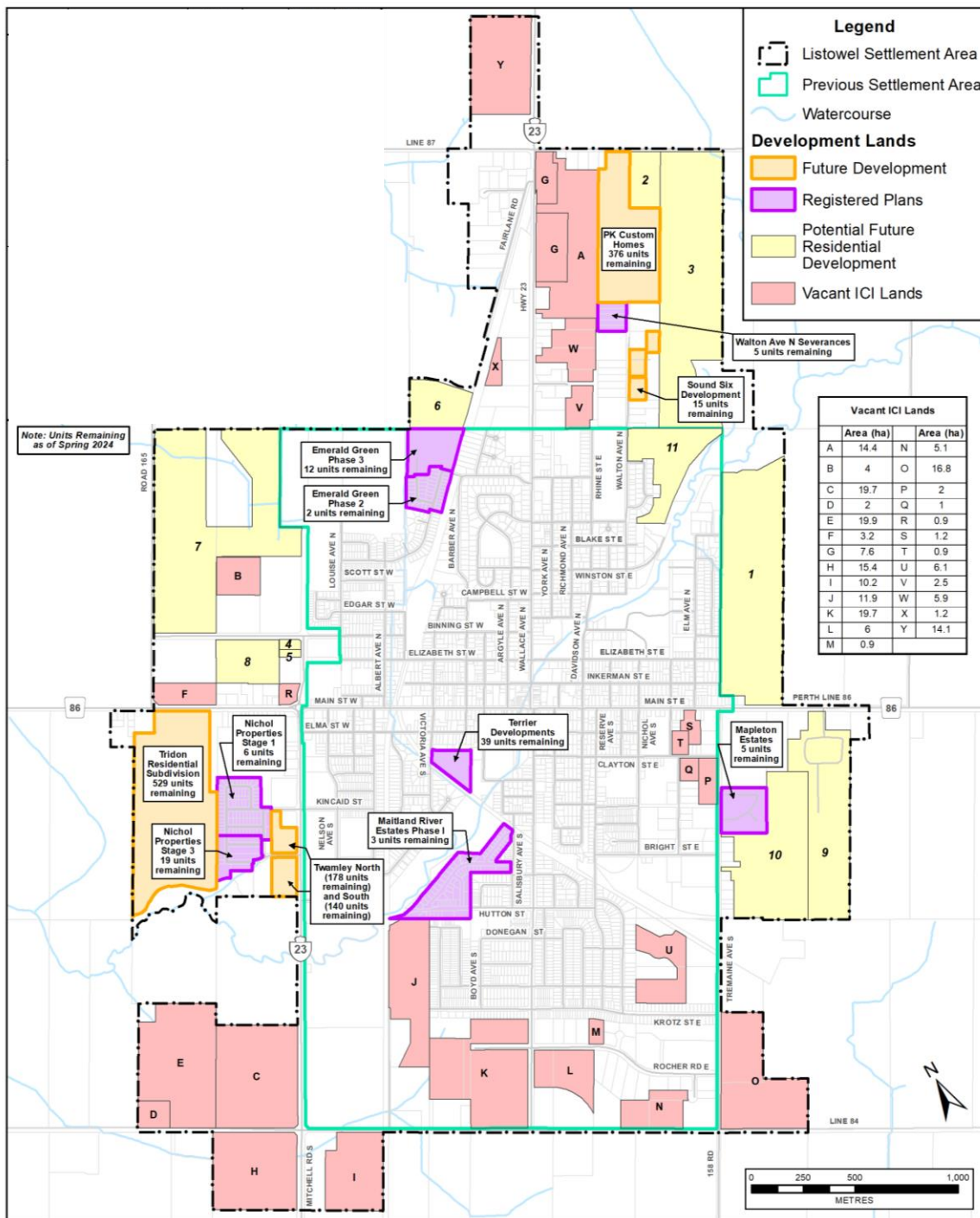
Future Growth & Development

- 2021 population of Listowel estimated at 9,539 people (2021 Census Data)
- 2021 population of Atwood estimated at 829 people (customer records)
- For water and wastewater, expected growth calculated as Equivalent Household Units (ERU).
 - One single detached home = 2.89 PPU = 1 ERU
 - One multi-family Unit = 2.16 PPU = 0.74 ERU
 - One apartment Unit = 1.63 PPU = 0.56 ERU
- ERU's in Remaining Developments: Listowel - 105 ERU (168 Units)
Atwood - 103 ERU (112 Units)
- ERU's in Revised Settlement Bdry: Listowel - 2,731 ERU (3,700 Units)
Atwood - 652 ERU (864 Units)

Listowel - Development Lands

Vacant development parcels identified

Average density determined based on previous higher density developments



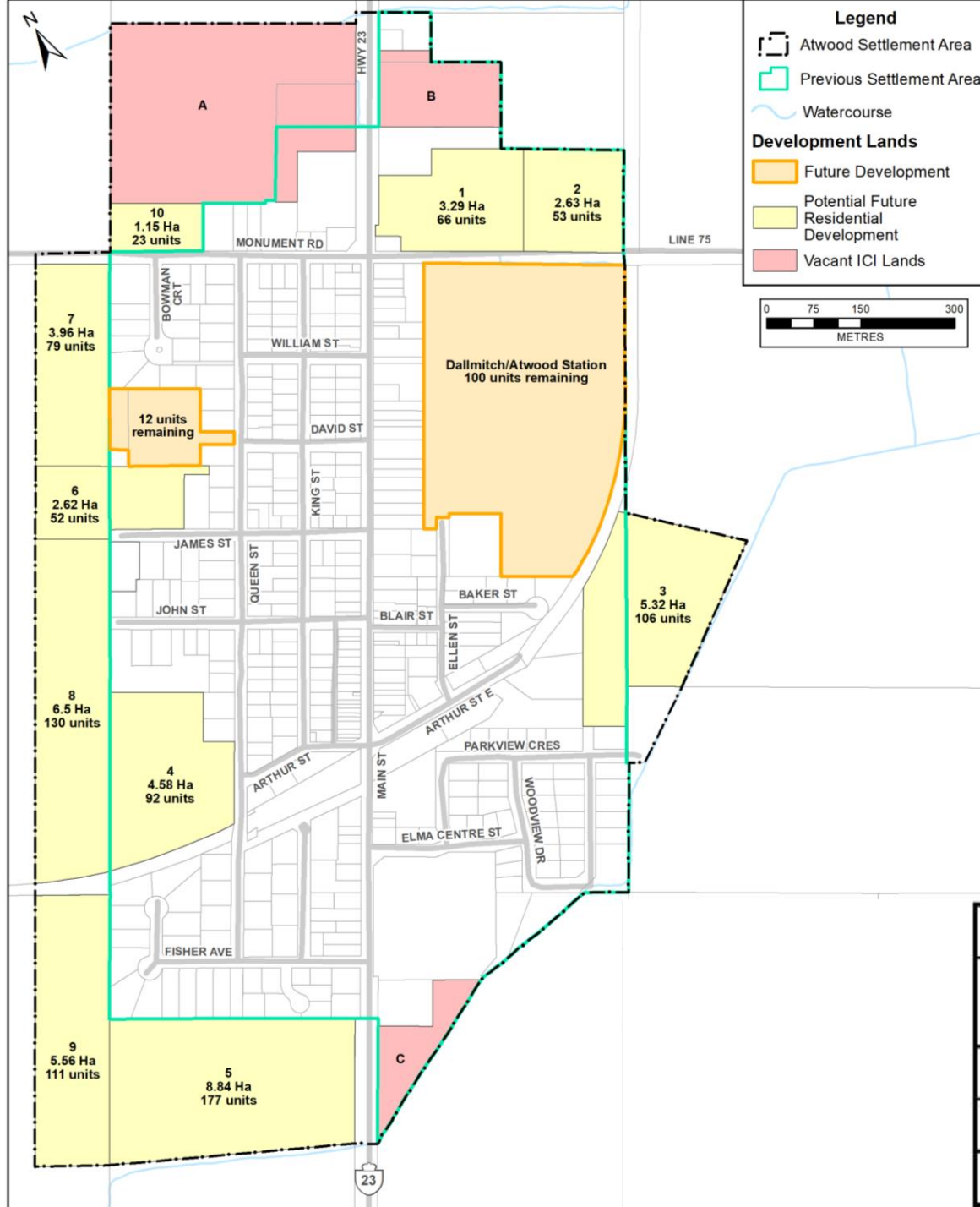
Vacant ICI Lands			
	Area (ha)		Area (ha)
A	14.4	N	5.1
B	4	O	16.8
C	19.7	P	2
D	2	Q	1
E	19.9	R	0.9
F	3.2	S	1.2
G	7.6	T	0.9
H	15.4	U	6.1
I	10.2	V	2.5
J	11.9	W	5.9
K	19.7	X	1.2
L	6	Y	14.1
M	0.9		

Type	Name	Units Remaining	HA	ERUs Per Gross HA	Units Per HA
Registered Plan	Nichol Properties	25	14.65	13.2	2.59
	Terrier Developments	39	2.49	12.74	15.66
	Maitland River Estates Phase I	3	10.15	0.3	0.3
	Emerald Green 3	12	3.88	10.31	10.31
	Mapleton Estates	5	4.75	0.21	0
	Walton Ave N Severances	5	2.58	2.71	2.71
	Emerald Green 2	2	3.98	10.05	10.05
	Total Units	91			
Future Development	Sound Six Development	15	1.96	7.65	7.65
	Twamley North	178	1.84	54	97
	Twamley South	140	2.28	34.39	61.4
	Tridon Subdivision	529	22	18.21	24.27
	PK Custom Homes	376	17.72	18.9	21.22
Total Units	1238				
Potential Future Development	1 - Line 86 East	686	34.3	14	20
	2 - Line 87 D	80	4	15	20
	3 - Line 87 C	752	37.6	10	20
	4 - Haverkamp A	11	0.56	15	20
	5 - Haverkamp B	8	0.4	15	20
	6 - Golf Course	126	6.3	15	20
	7 - Binning Street North	840	42	15	20
	8 - Binning Street South	141	7.06	15	20
	9 - Line 86 South	440	22	15	20
	10	419	21	15	20
	11 - Walton East	197	9.83	15	20
Total Units	3700				

Atwood - Development Lands

Vacant development parcels identified

Average density determined based on previous higher density developments

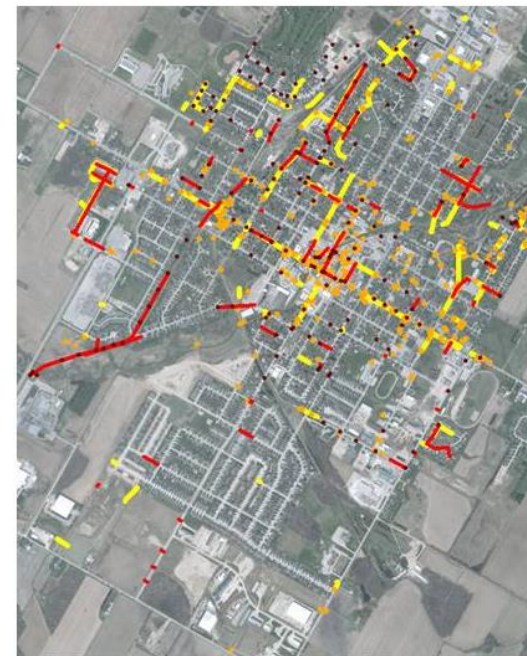


Vacant ICI Lands	
	Area (ha)
A	10.4
B	2.2
C	1.5

Type	Name	Units Remaining	HA	ERUs Per Gross HA	Units Per HA
Future Development	Dallmitch / Atwood Station	100	13.97	7	7
		12	1.8	7	7
	Total Units	112			
Potential Future Development	1	66	3.29	15	20
	2	53	2.63	15	20
	3	106	5.32	15	20
	4	92	4.58	15	20
	5	177	8.84	15	20
	6	52	2.62	15	20
	7	79	3.96	15	20
	8	130	6.5	15	20
	9	111	5.56	15	20
	10	23	1.15	15	20
	Total Units	889			

Data Collection

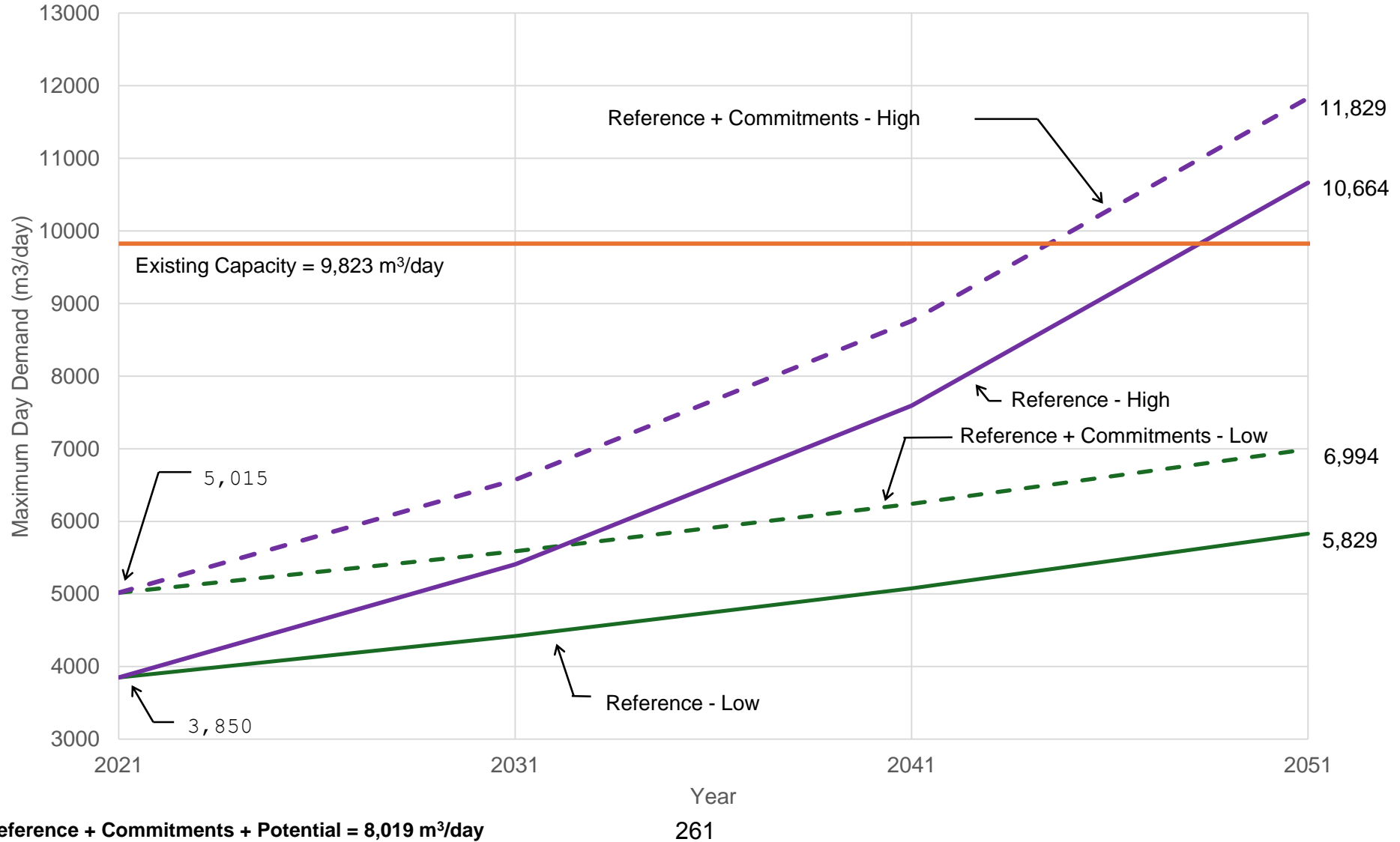
- At start of Master Plan existing data sets (water/sanitary/storm) were missing elevation data needed to calculate slope and capacity.
- Data gaps were then addressed by first reviewing drawings and then, if still incomplete, collecting the required data in the field.
- Data processed for the water, sanitary, and storm systems include approximately:
 - 86 km watermain
 - 88 km sanitary sewer
 - 1000 sanitary structures
 - 71 km storm sewer
 - 3000 storm structures



Water

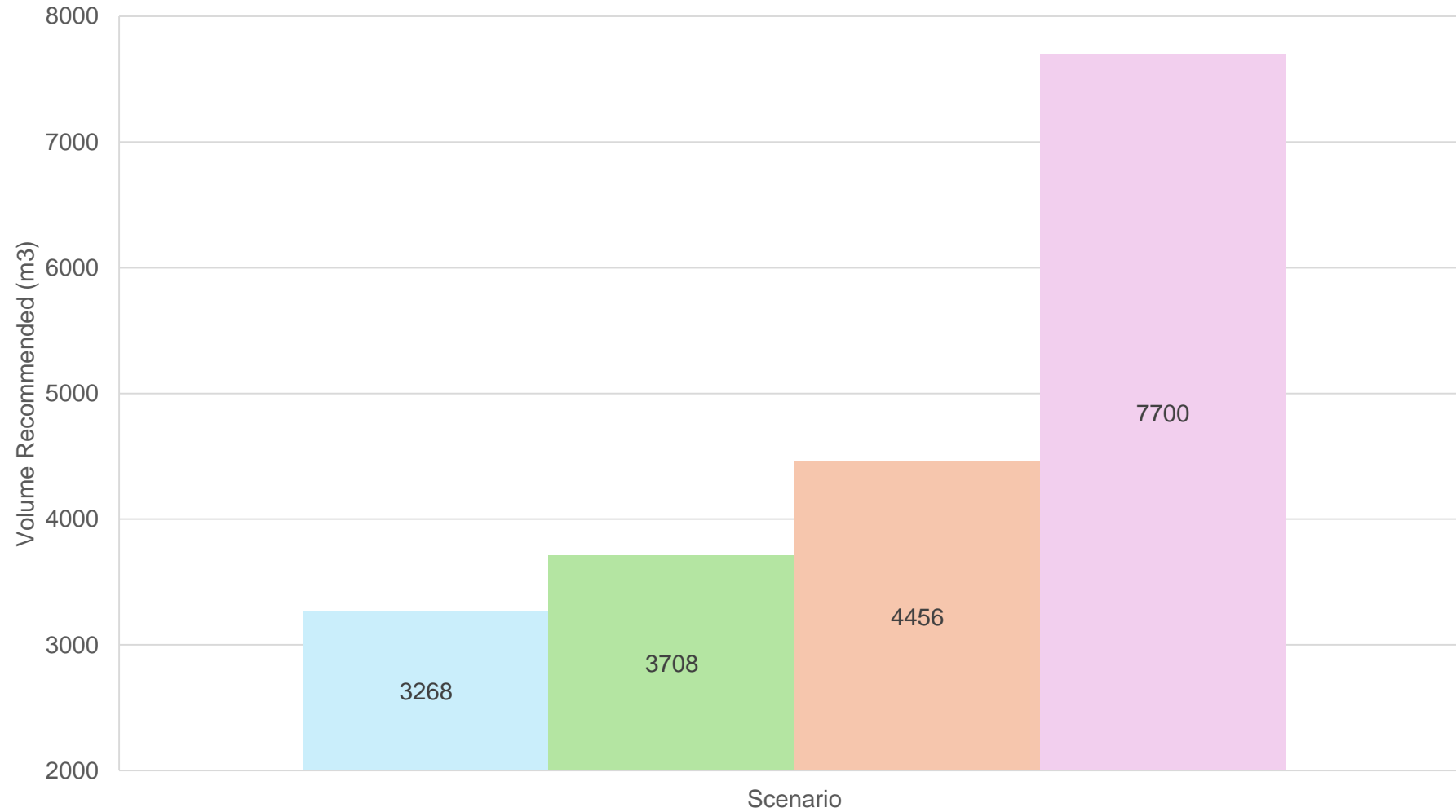
Listowel – Water Supply

Existing and Forecasted Demands



Listowel – Water Storage

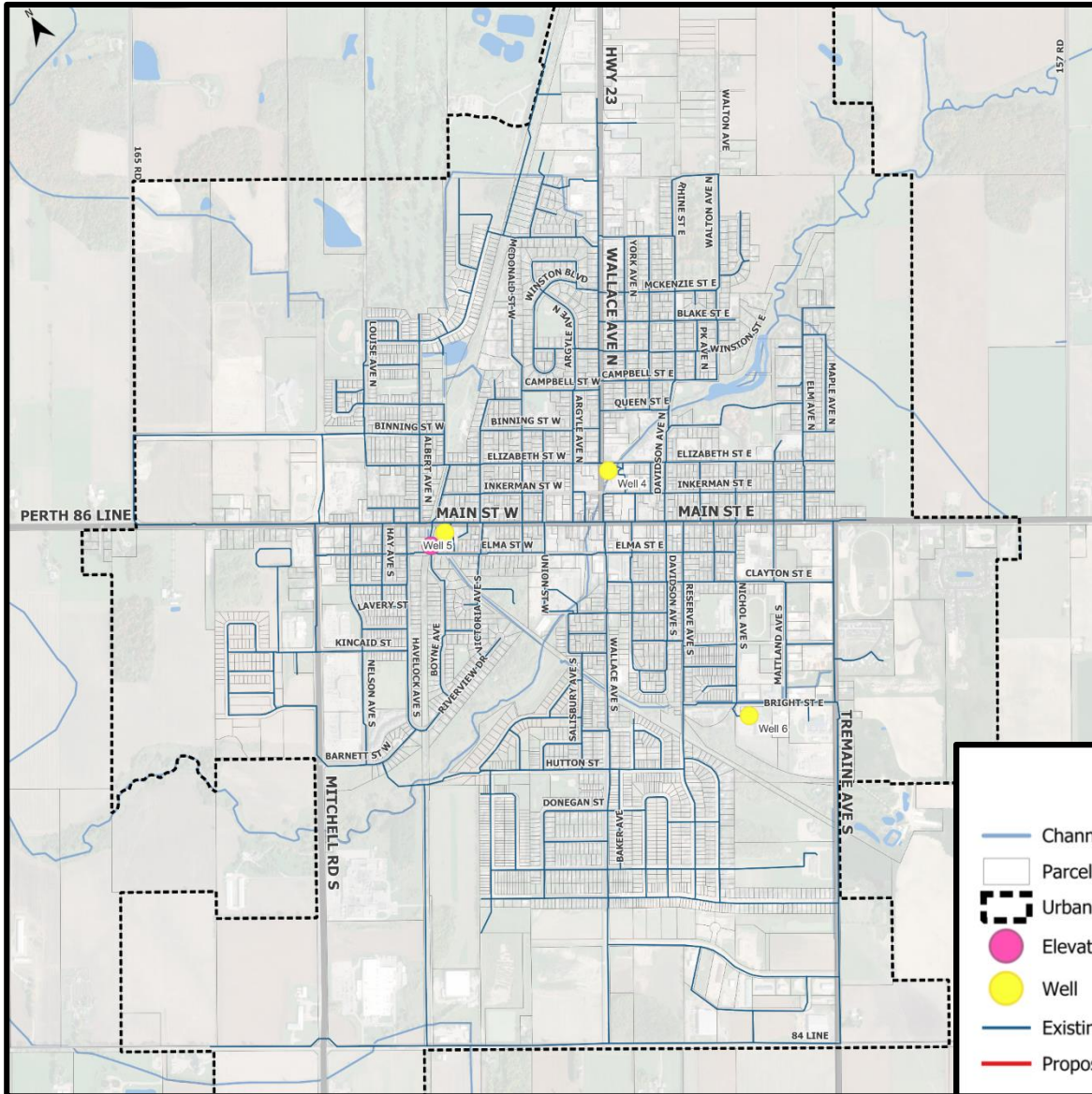
Existing and Future Recommendations



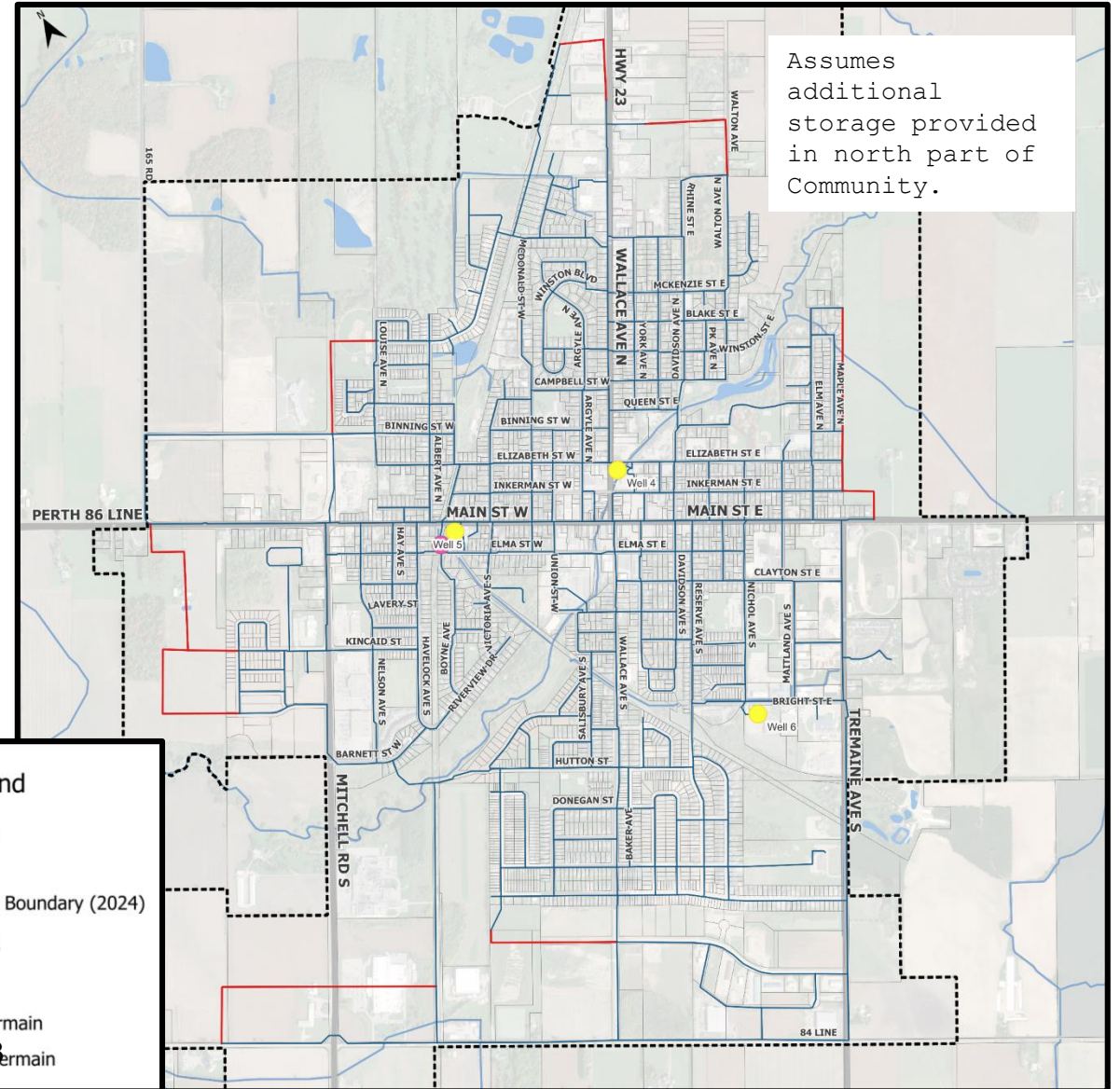
Existing Elevated Tank Volume Current Current + Commitments Current + Commitments + Potential

Listowel – Water Distribution System

Existing



Committed Developments and Future Potential



Legend

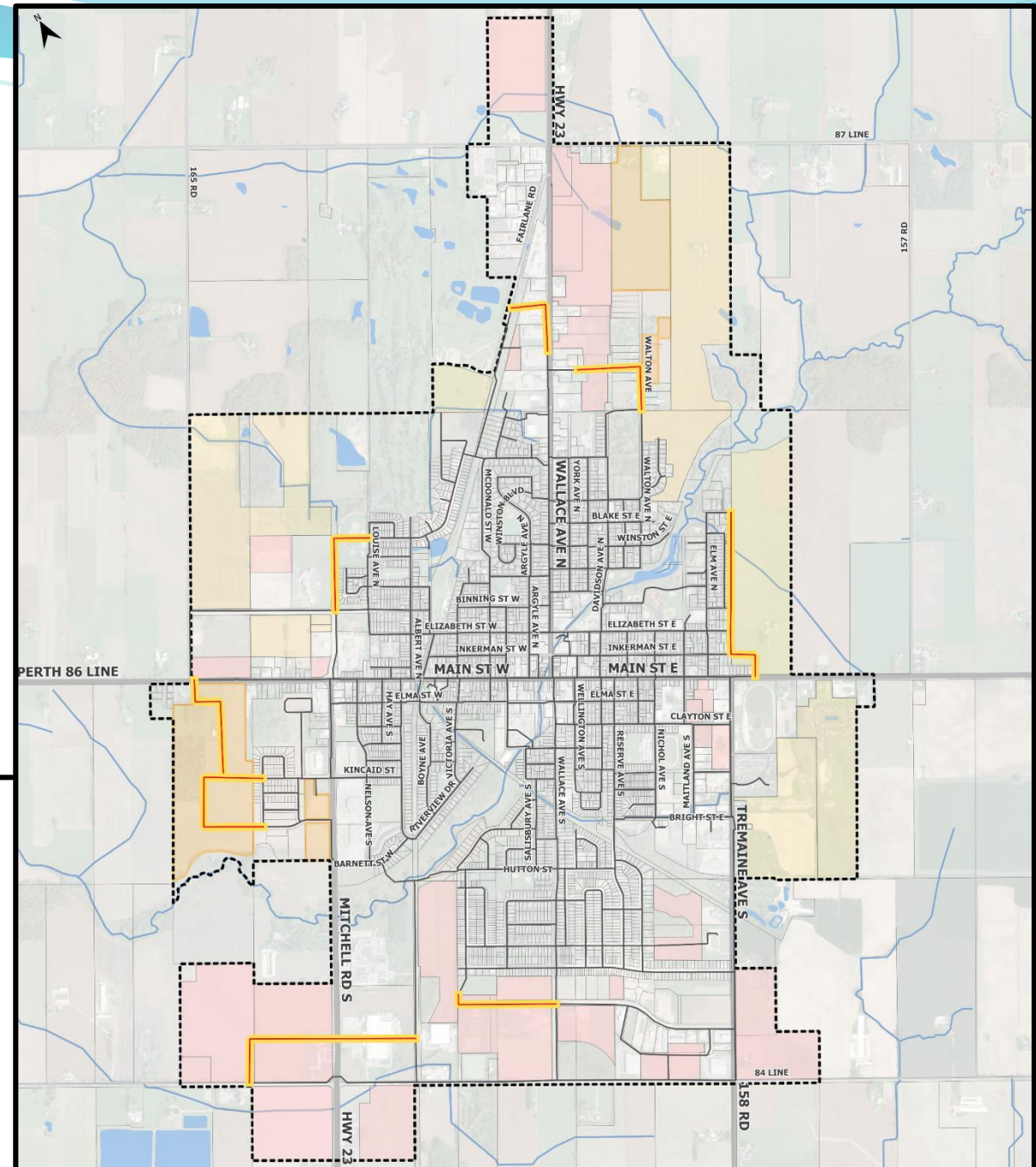
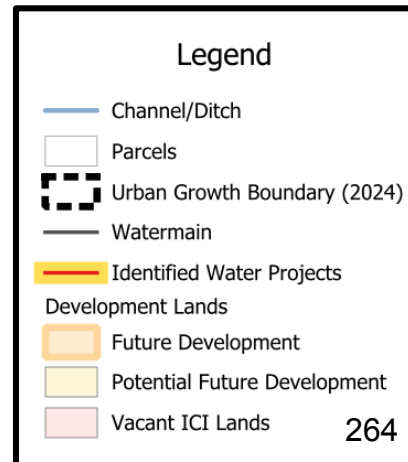
- Channel/Ditch
- Parcels
- Urban Growth Boundary (2024)
- Elevated Tank
- Well
- Existing Watermain
- Proposed Watermain

Listowel – Water Identified Projects

Development Servicing Needs

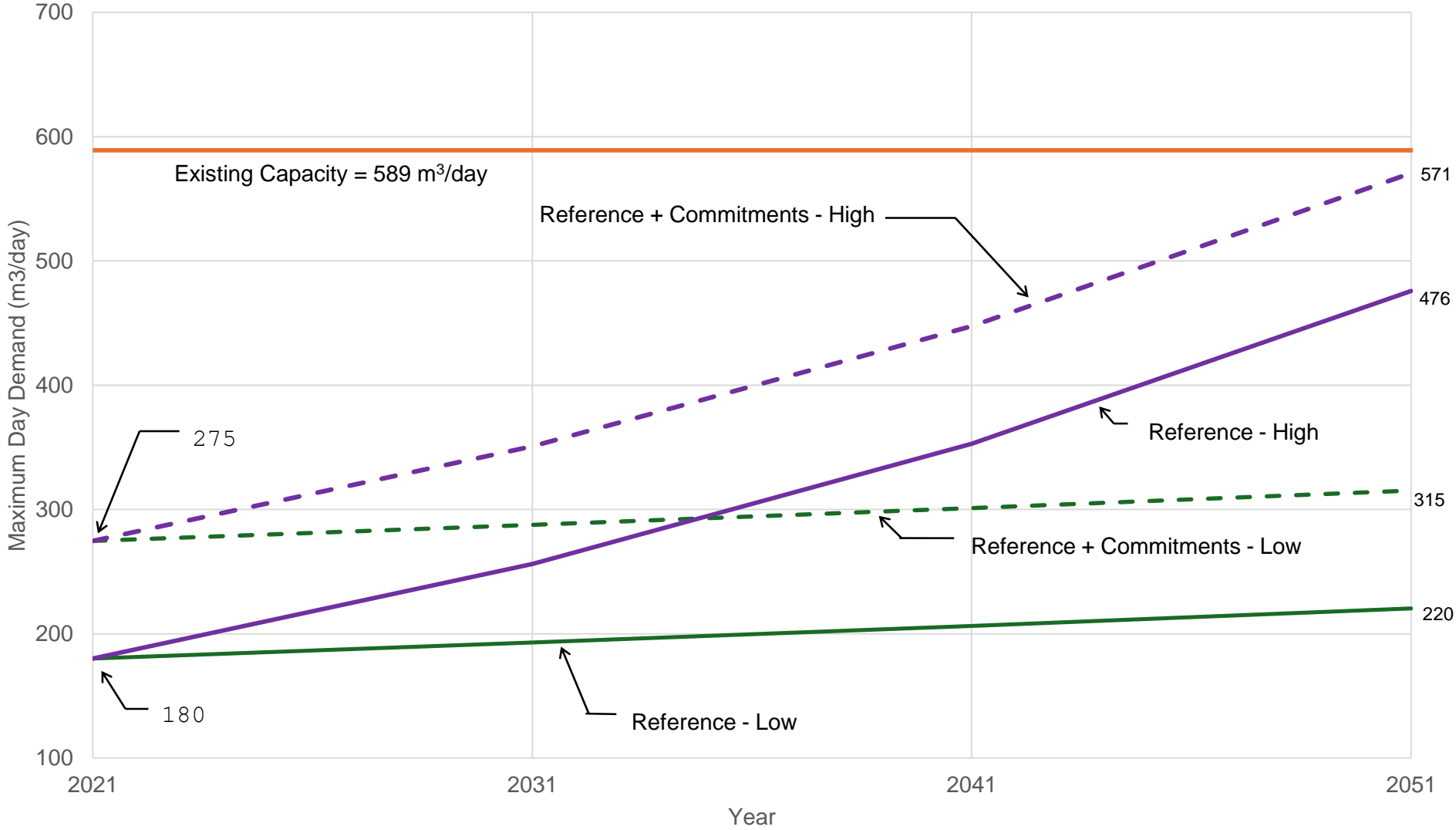
Additional Storage – preferably in north end of community.
Subject to Schedule B Class EA.

Watermain extensions and loops to service development lands,
including distribution mains within development lands. Sizing
and actual location subject to development layout.



Atwood – Water Supply

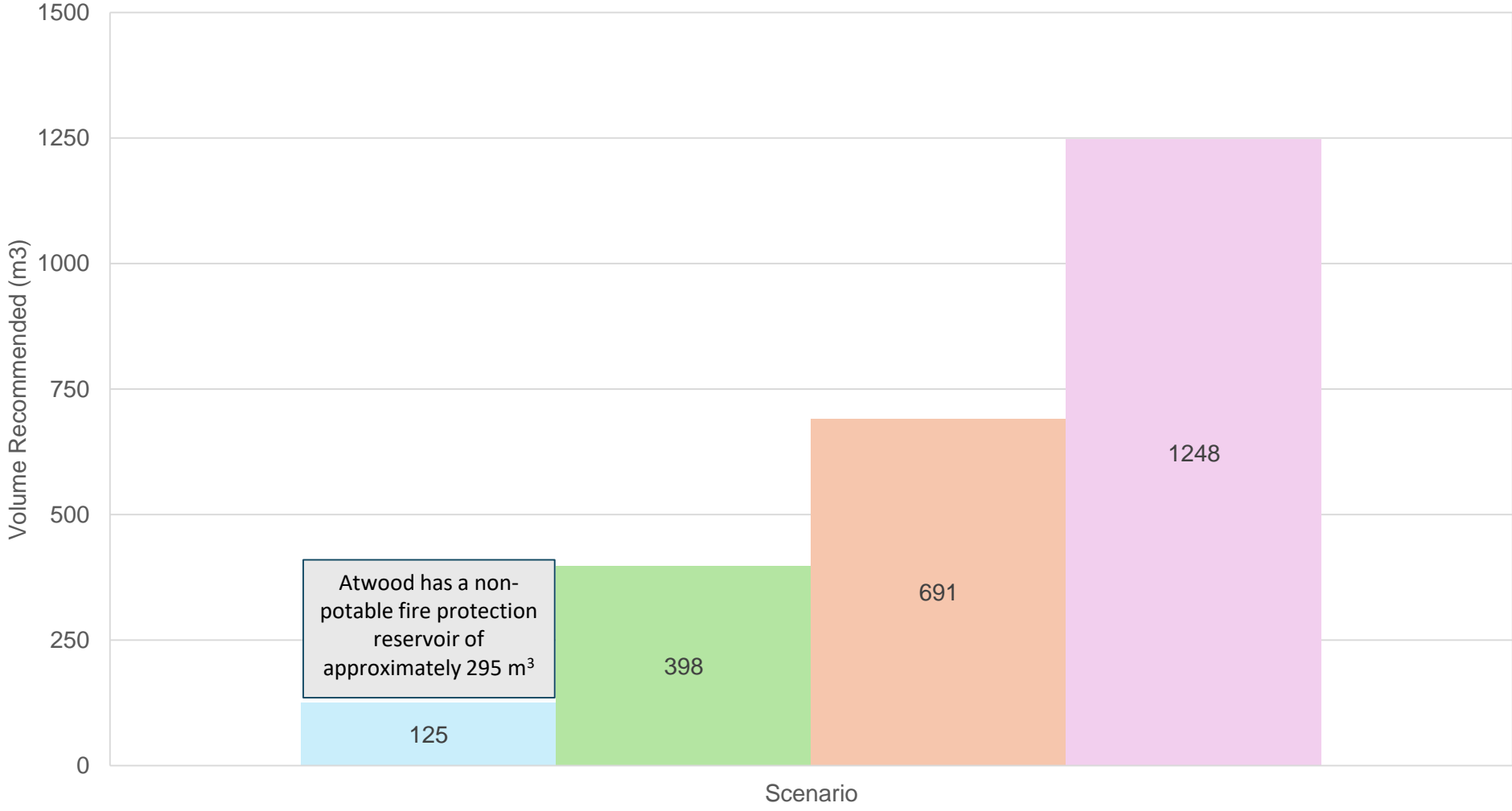
Existing and Forecasted Demands



Reference + Commitments + Potential = 875 m³/day

Atwood – Water Storage

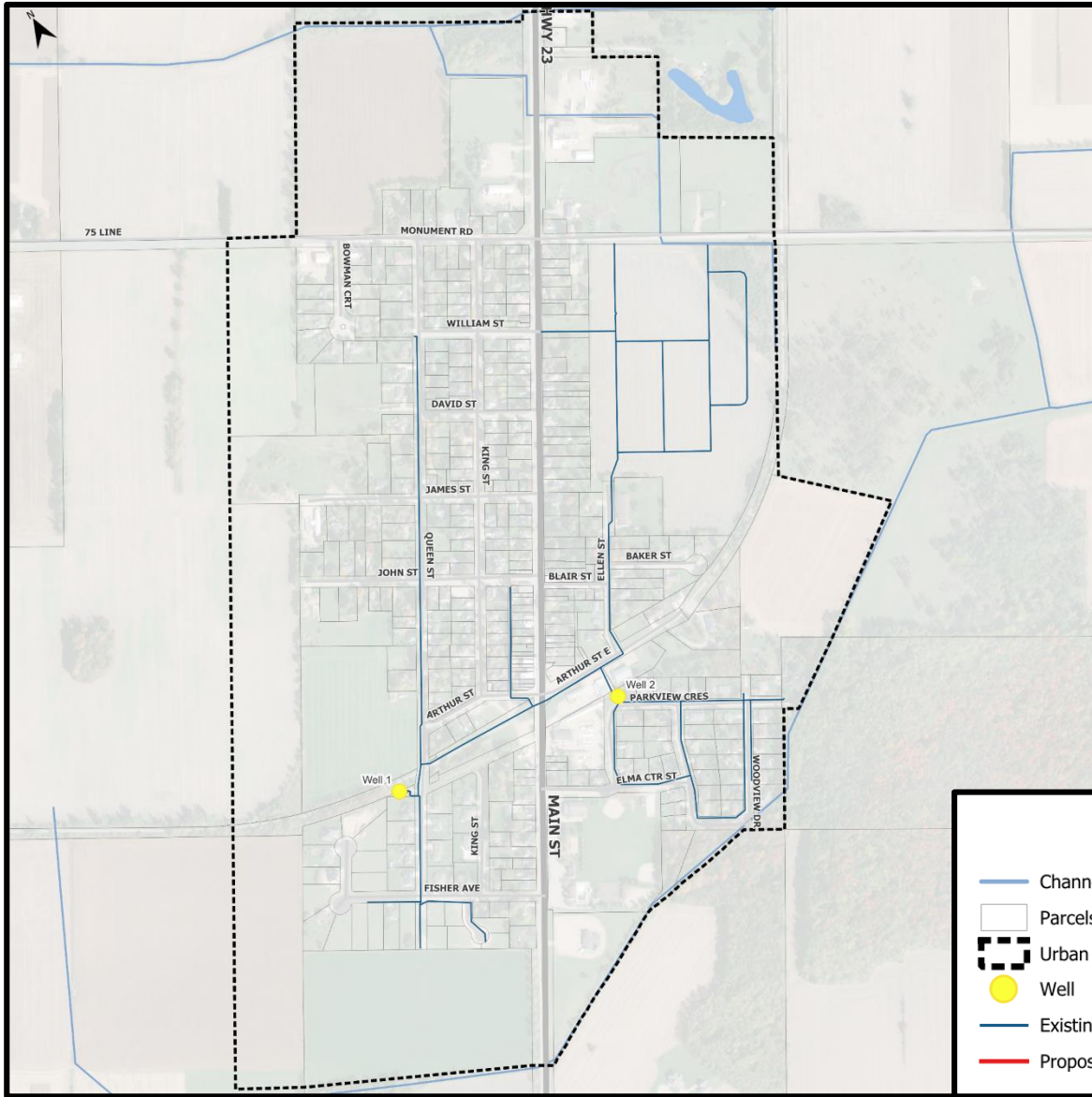
Existing and Future Recommendations



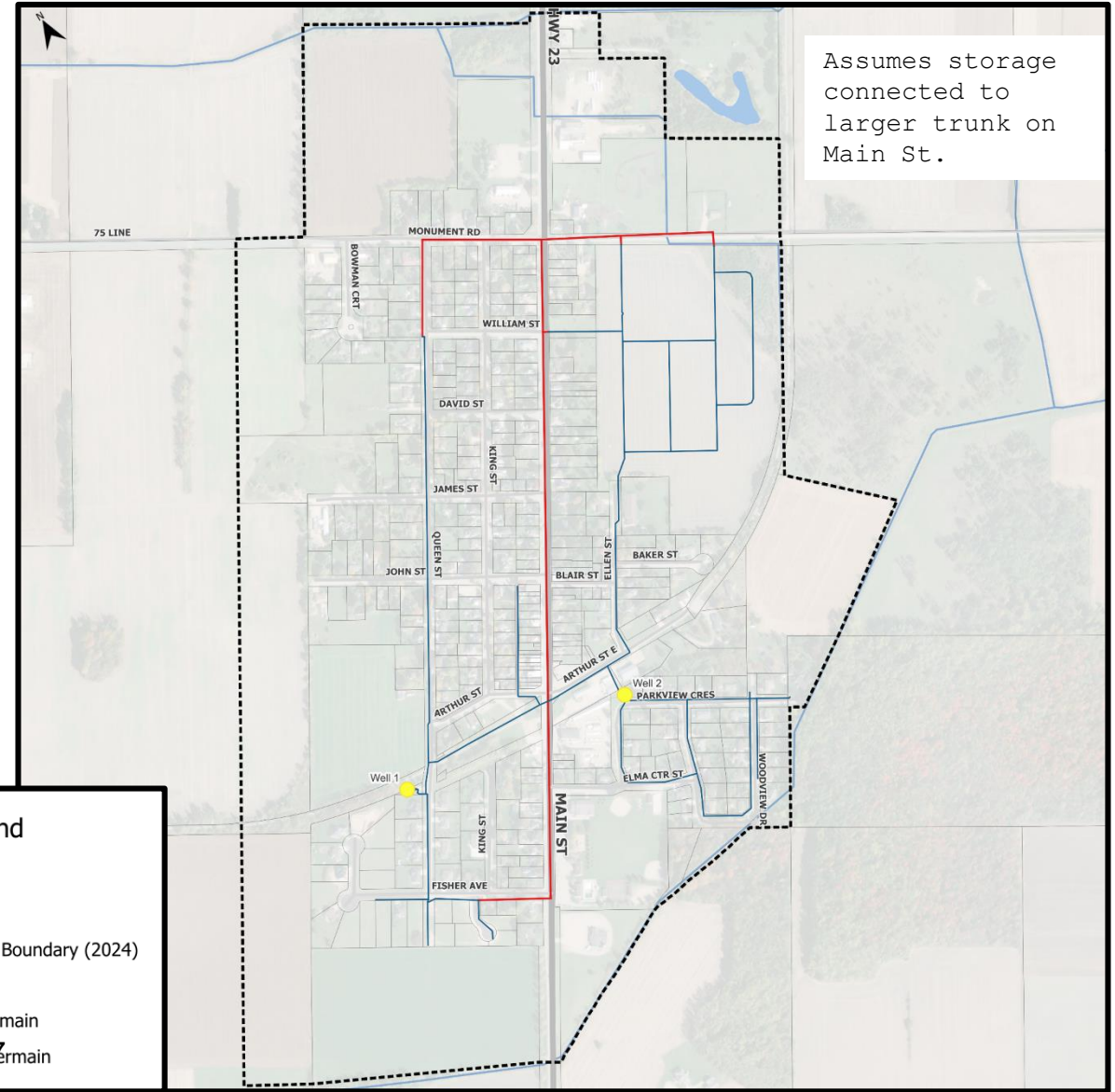
Existing Reservoir Volume Current Current + Commitments Current + Commitments + Potential

Atwood – Water Distribution System

Existing



Committed Developments and Future Potential



Legend

- Channel/Ditch
- Parcels
- Urban Growth Boundary (2024)
- Well
- Existing Watermain
- Proposed Watermain

Atwood – Water Identified Projects









Development Servicing Needs

N/A Additional Storage. Subject to Schedule B Class EA.

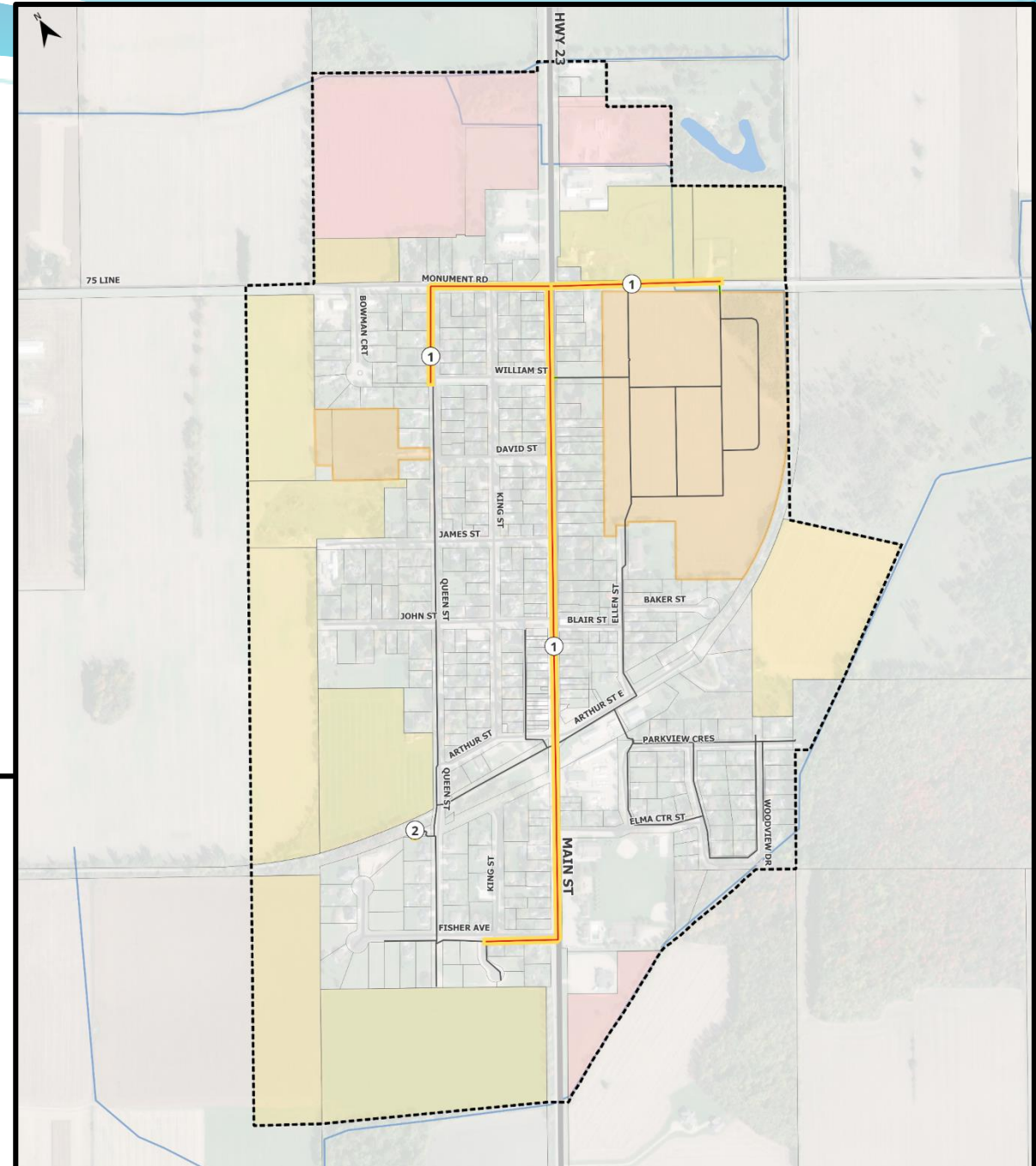
1 Main St / Monument Rd Upgrades

2 WTP High-Lift Pump Capacity Upgrades

Legend

-  Channel/Ditch
-  Parcels
-  Urban Growth Boundary (2024)
-  Watermain
-  Identified Water Projects
- Development Lands**
-  Future Development
-  Potential Future Development
-  Vacant ICI Lands

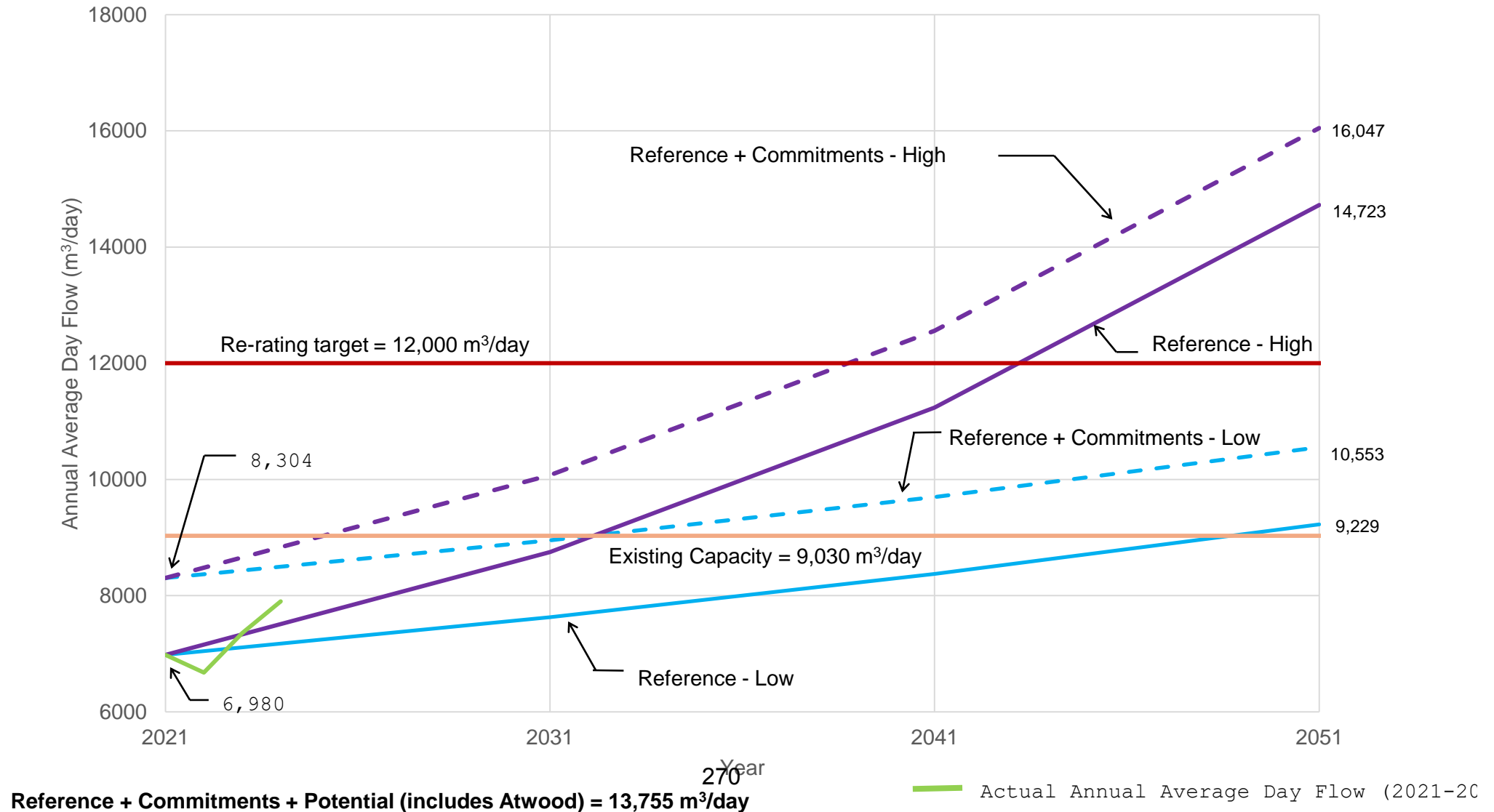
268



Wastewater

Listowel & Atwood – Wastewater Treatment

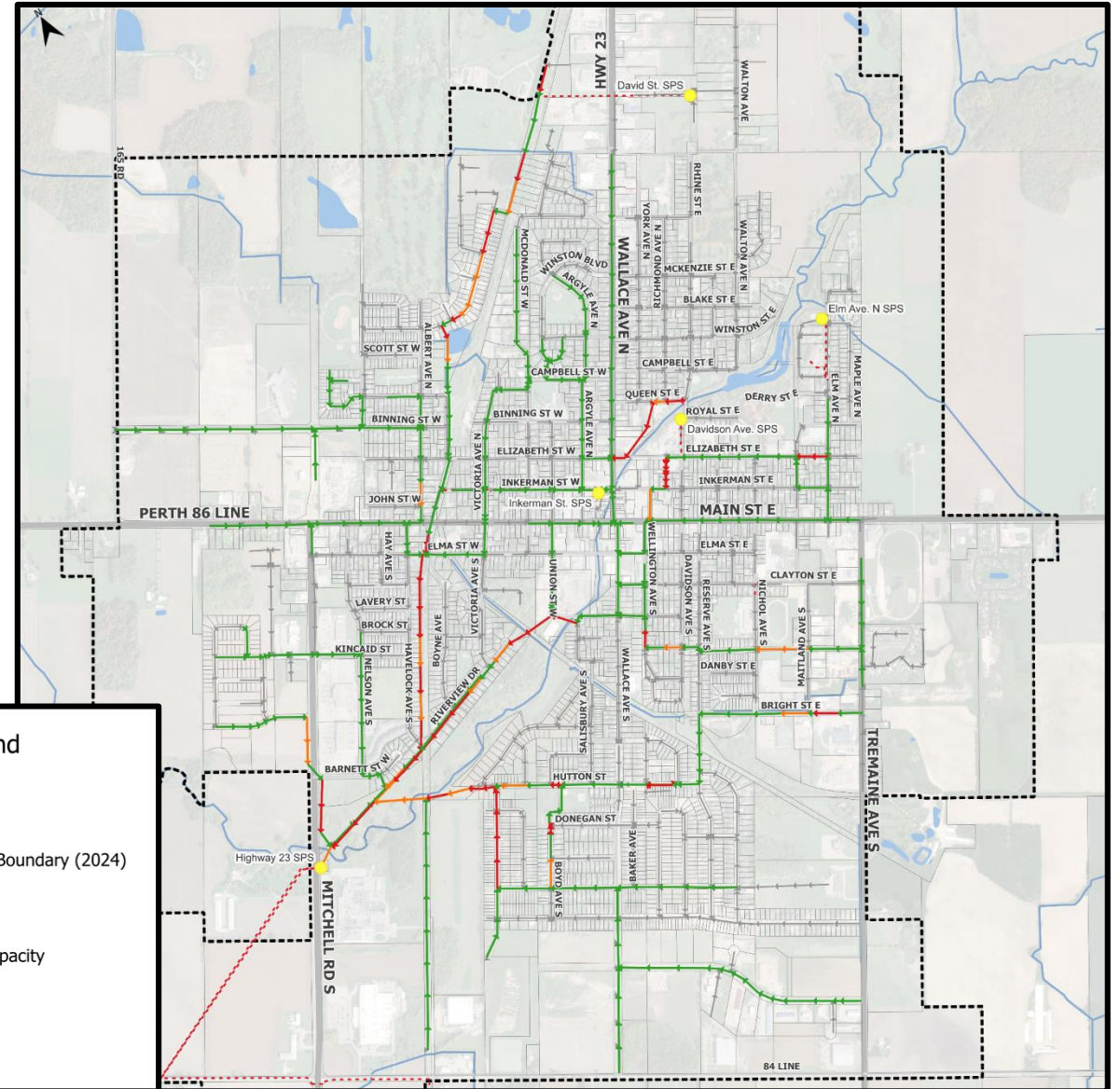
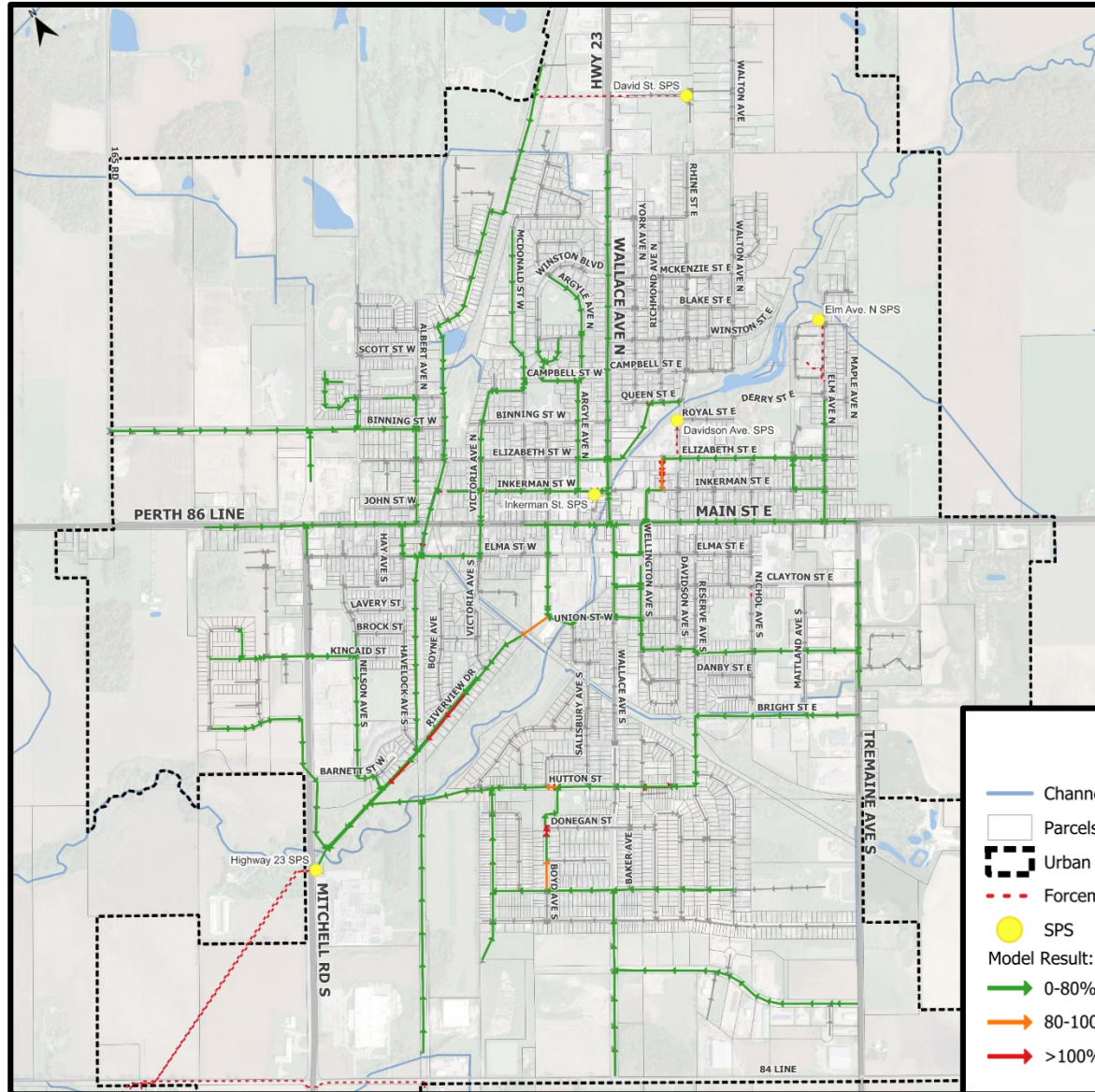
Existing and Forecasted Flows



Listowel – Wastewater Collection System

Existing

Committed Developments and Future Potential



Legend

- Channel/Ditch
- Parcels
- Urban Growth Boundary (2024)
- Forcemain
- SPS
- Model Result: Flow/Capacity
 - 0-80%
 - 80-100%
 - >100%

271

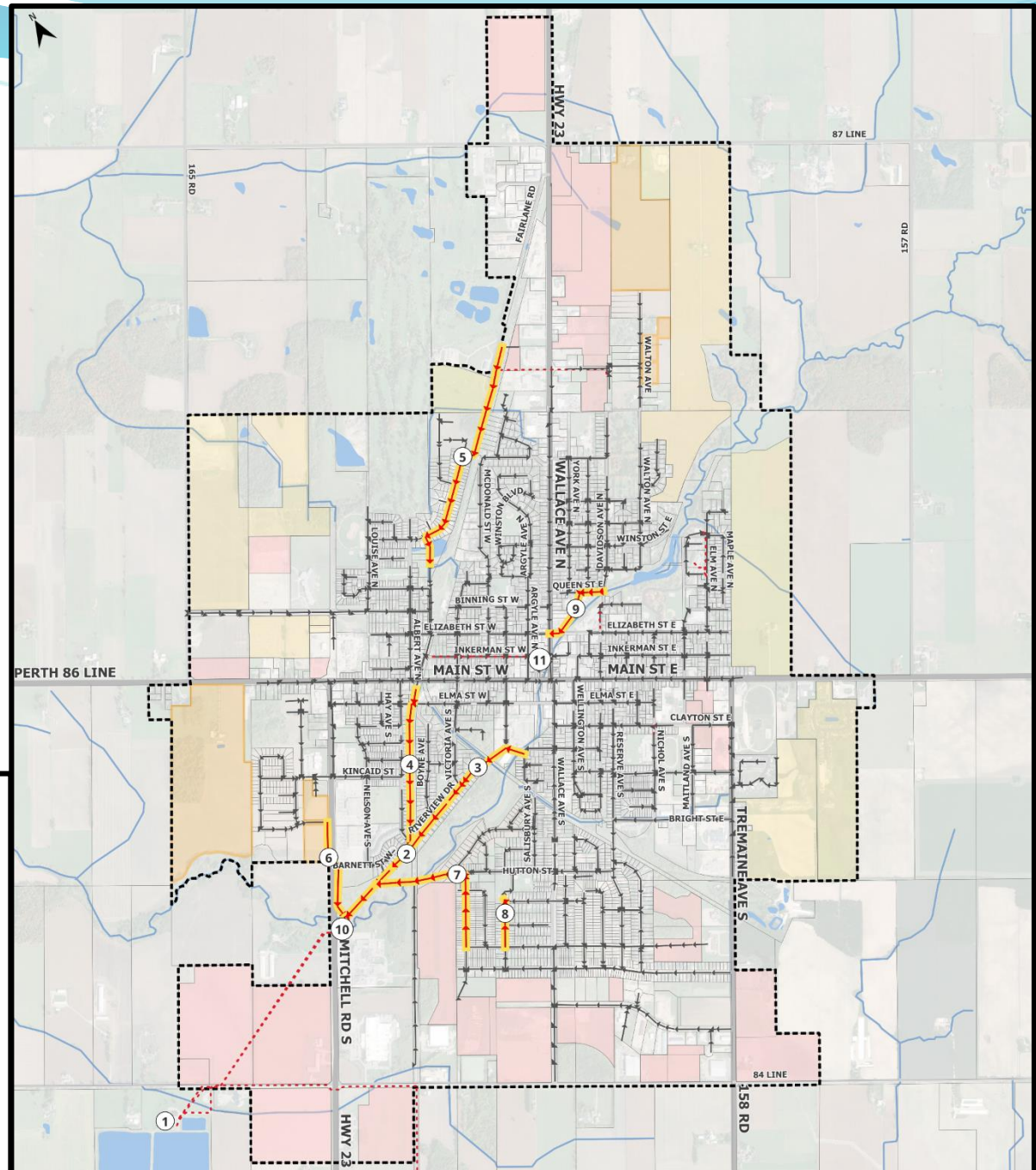
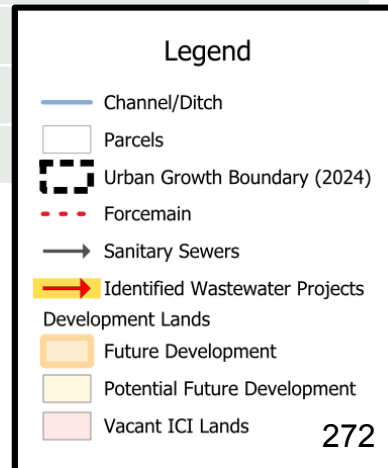
Listowel – Wastewater Identified Projects

Existing Infrastructure Needs

- 1 WWTP Capacity – Re-rating as first phase, future expansion when needed. Subject to Class EA requirements.
- 2 Riverview Dr Flow Monitoring

Development Servicing Needs

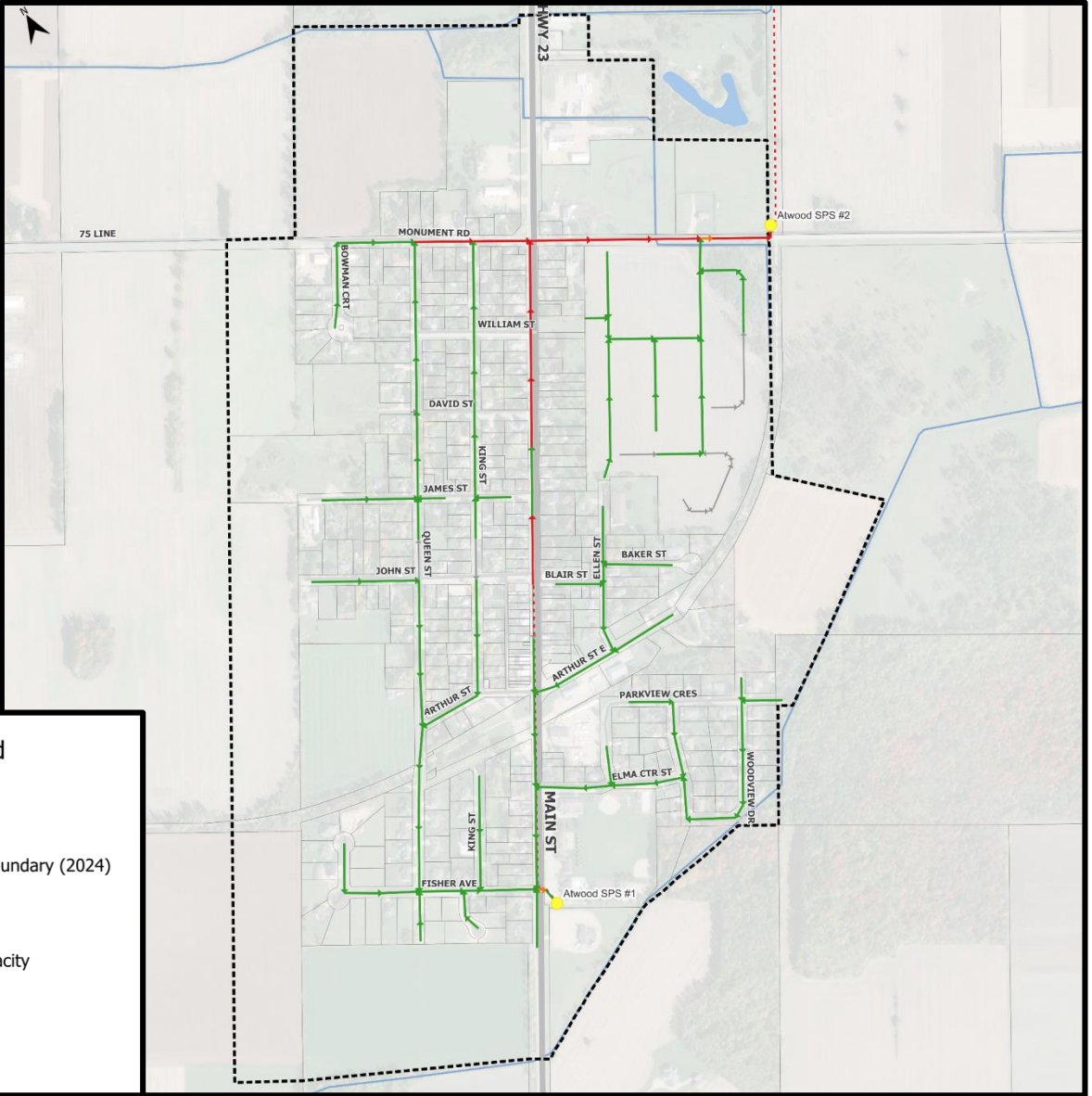
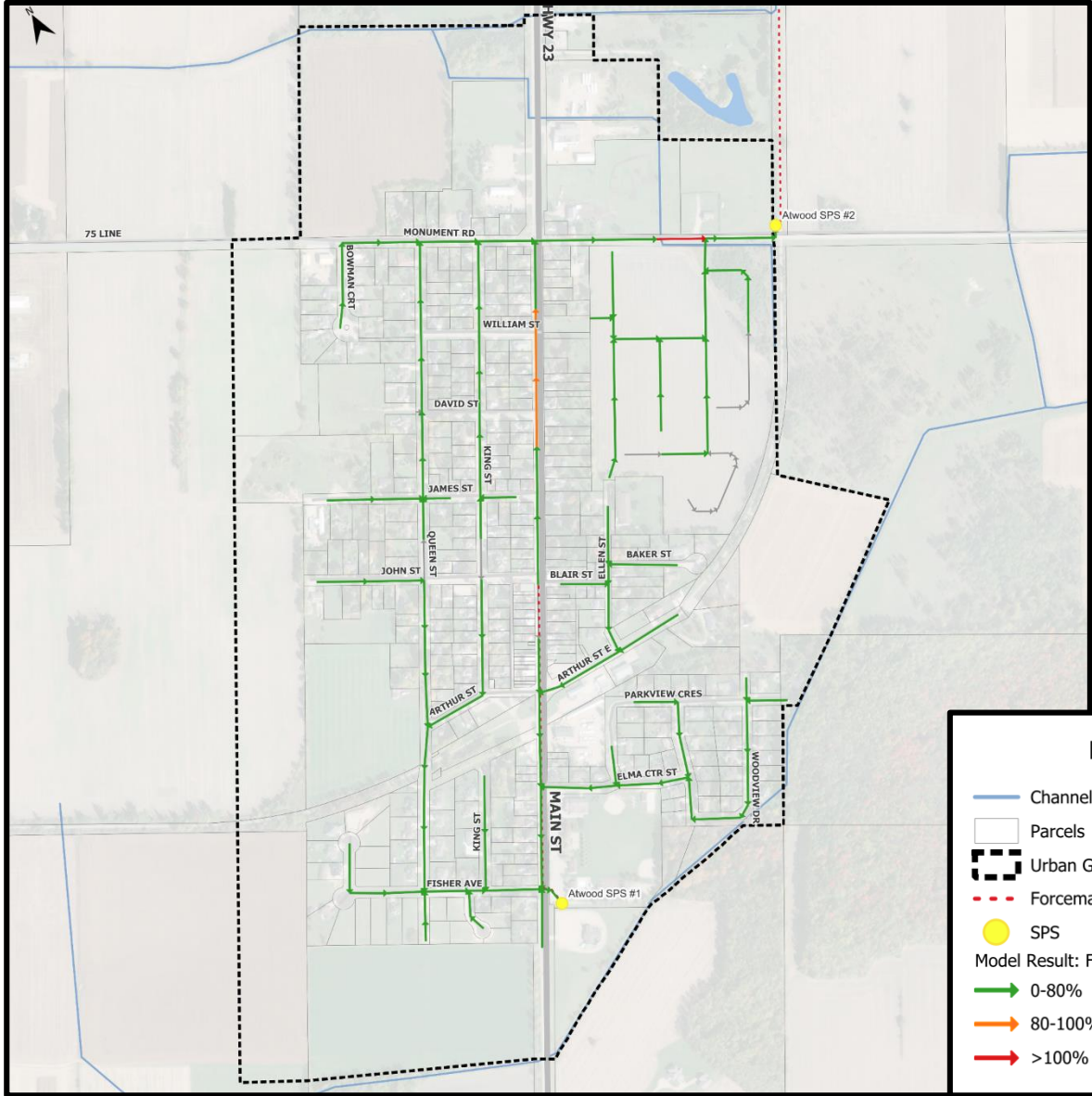
- 3 Riverview Dr Upgrades
- 4 Kinsmen Trail S Upgrades
- 5 Kinsmen Trail N Upgrades
- 6 Mitchell Rd S Upgrades
- 7 Adams Ave S / River Crossing Upgrades
- 8 Boyd Ave S Upgrades & Weir Removal
- 9 Queen St E / Elizabeth St E Upgrades
- 10 Highway 23 SPS Capacity Upgrade
- 11 Inkerman St SPS Capacity Upgrade



Atwood – Wastewater Collection System

Existing

Committed Developments and Future Potential



Legend

- Channel/Ditch
- Parcels
- Urban Growth Boundary (2024)
- Forcemain
- SPS
- Model Result: Flow/Capacity
 - 0-80%
 - 80-100%
 - >100%

273

Atwood – Wastewater Identified Projects











Existing Infrastructure Needs

- 1 Monument Rd Flow Monitoring

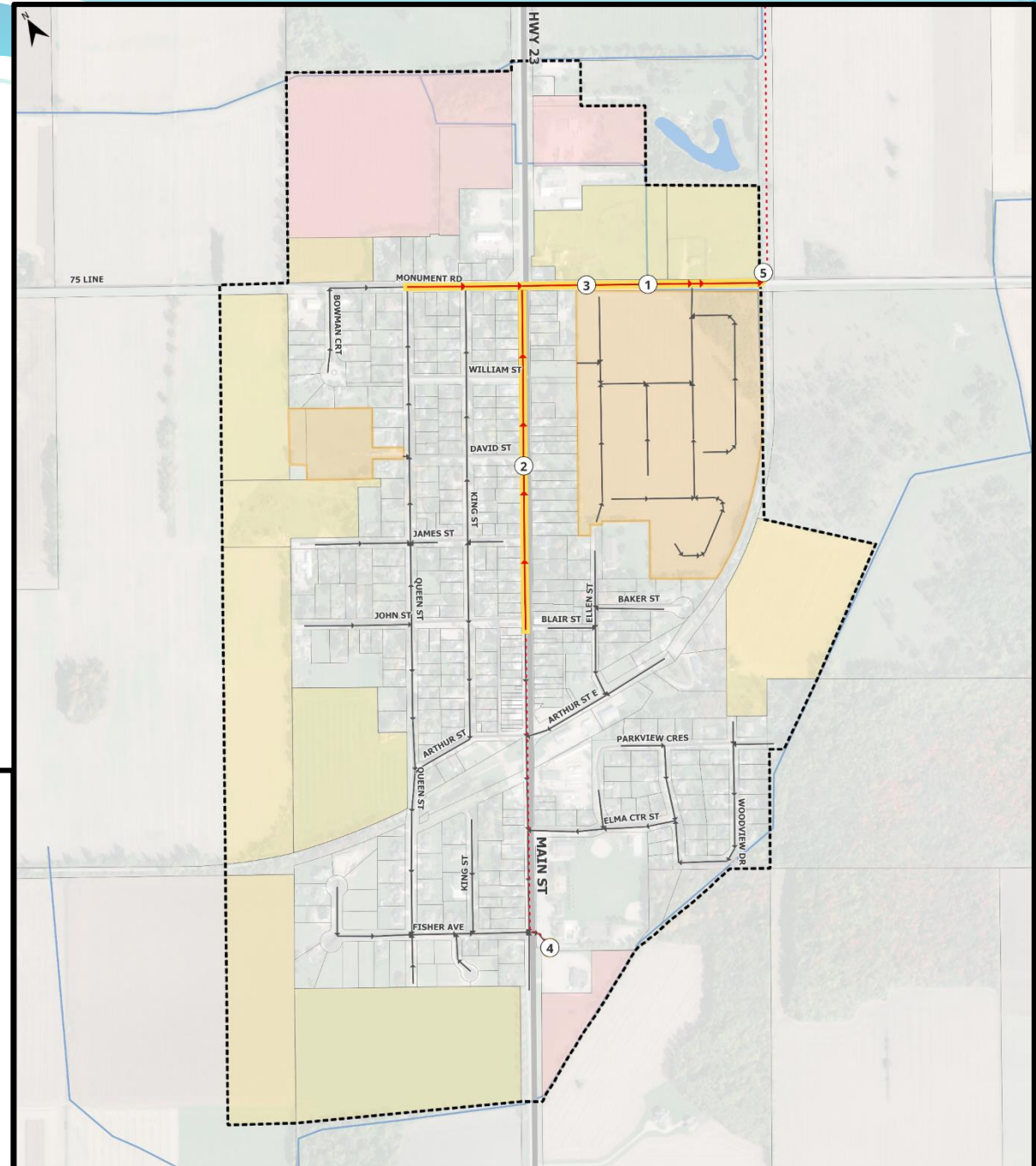
Development Servicing Needs

- 2 Main St Upgrades
- 3 Monument Rd Upgrades
- 4 SPS #1 Upgrades
- 5 SPS #2 Upgrades

Legend

-  Channel/Ditch
-  Parcels
-  Urban Growth Boundary (2024)
-  Forcemain
-  Sanitary Sewers
-  Identified Wastewater Projects
-  Development Lands
-  Future Development
-  Potential Future Development
-  Vacant ICI Lands

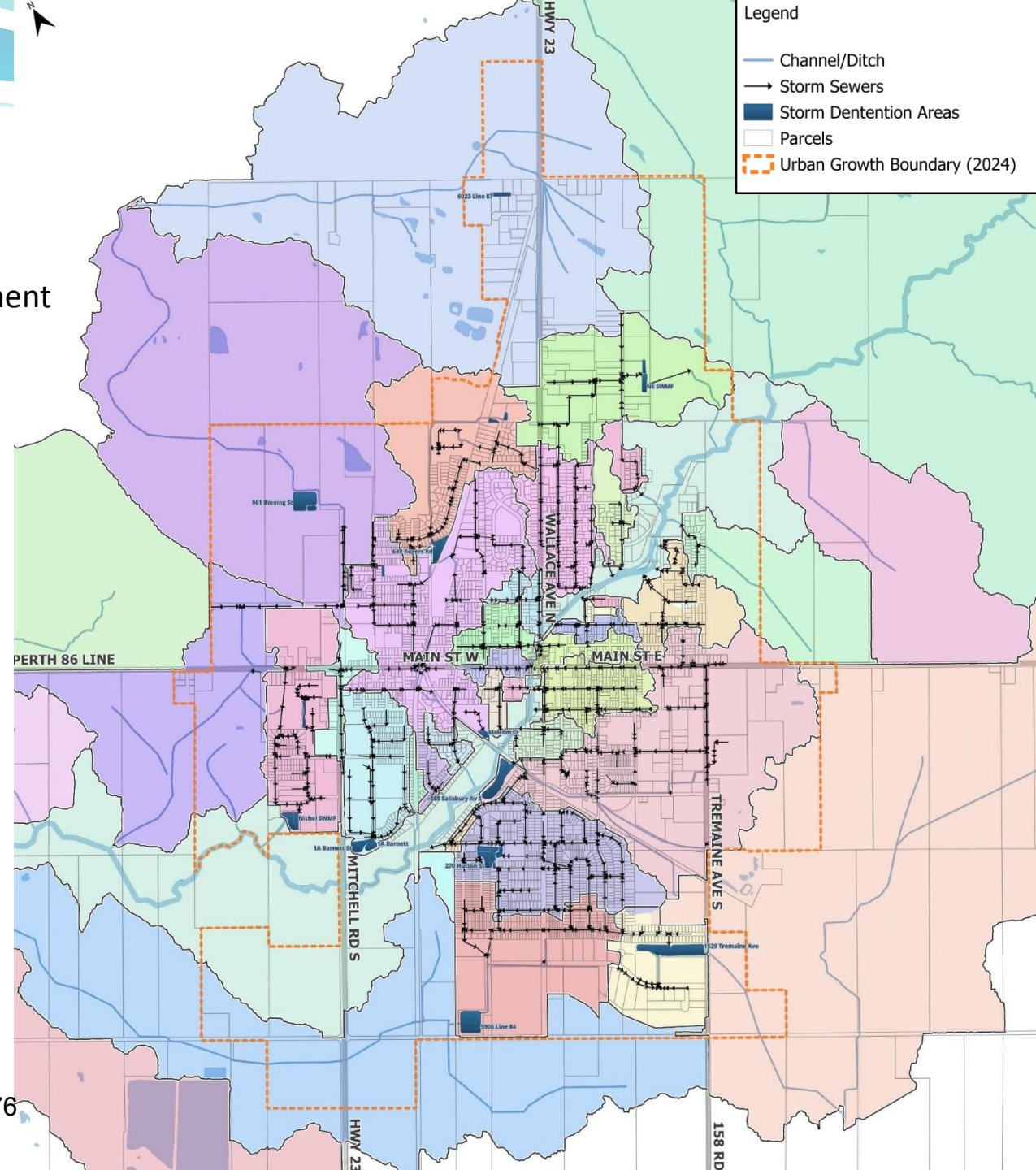
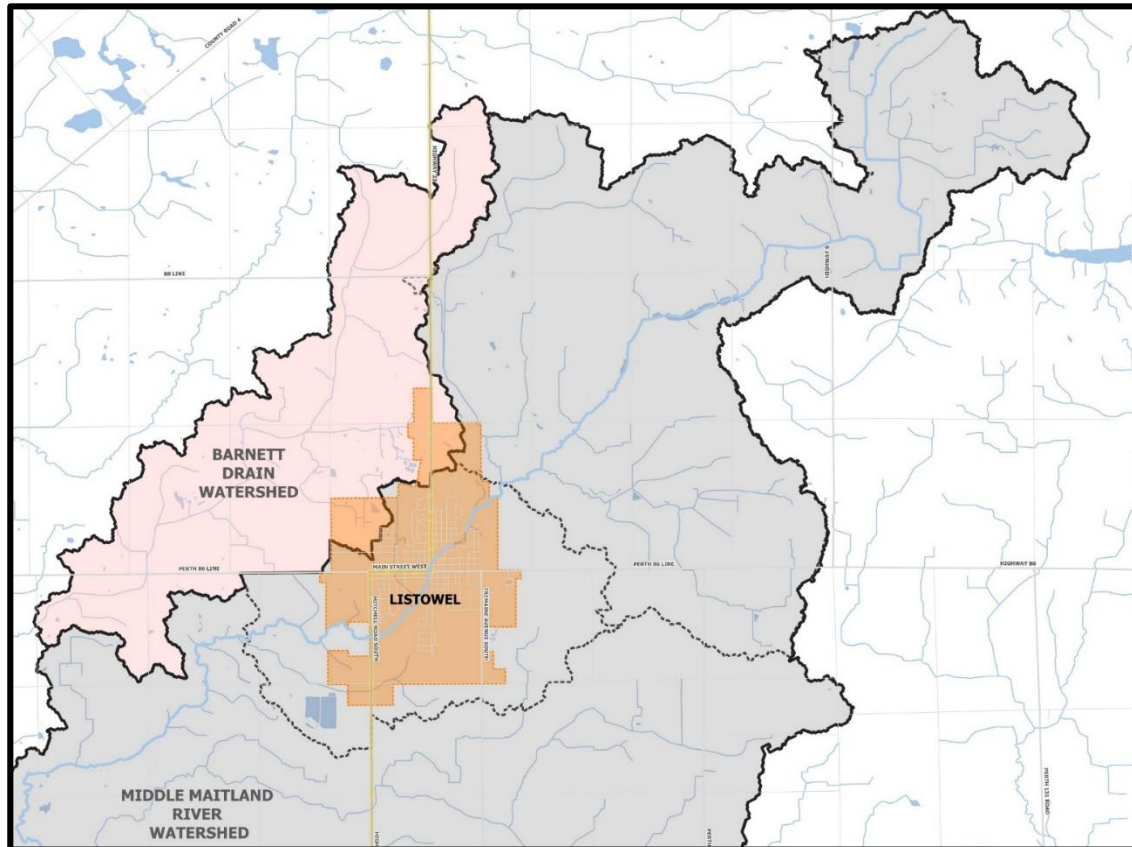
274



Stormwater

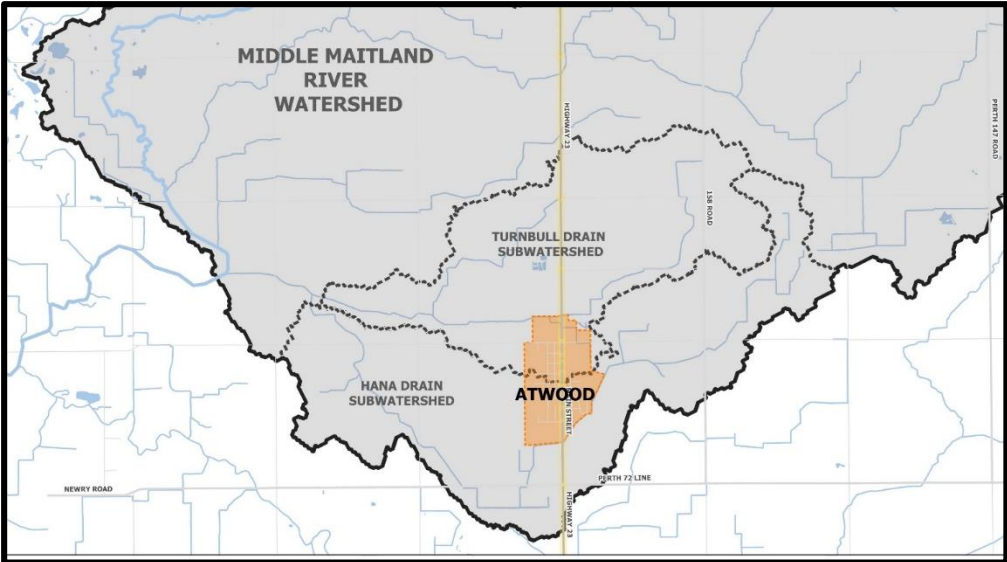
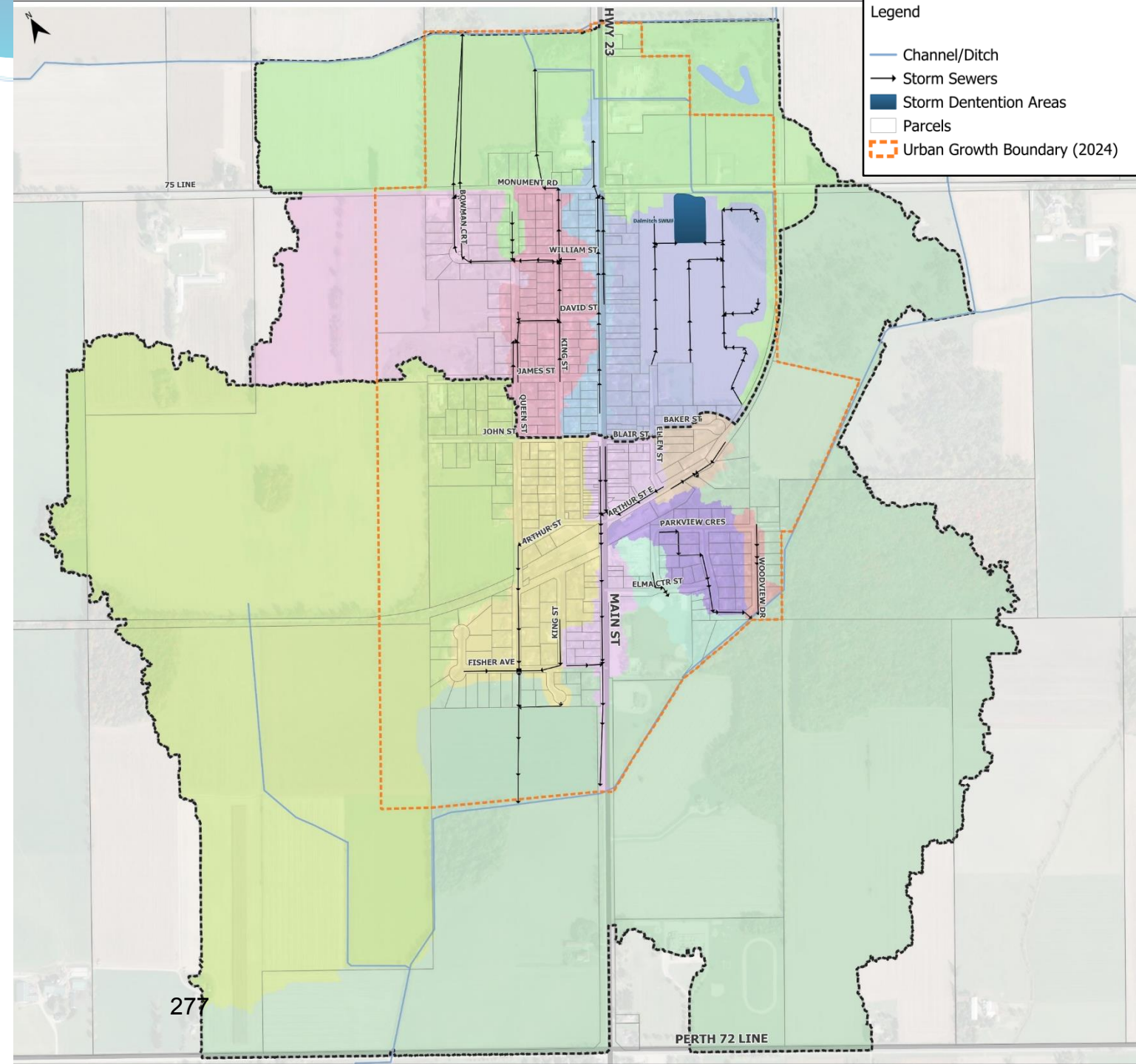
Listowel Storm Sewer System

- 33 Sewersheds, discharging to Maitland River and surrounding Municipal Drains
- 10 regional stormwater management facilities (SWMFs)
- ~48,000 m Length of storm sewer mains



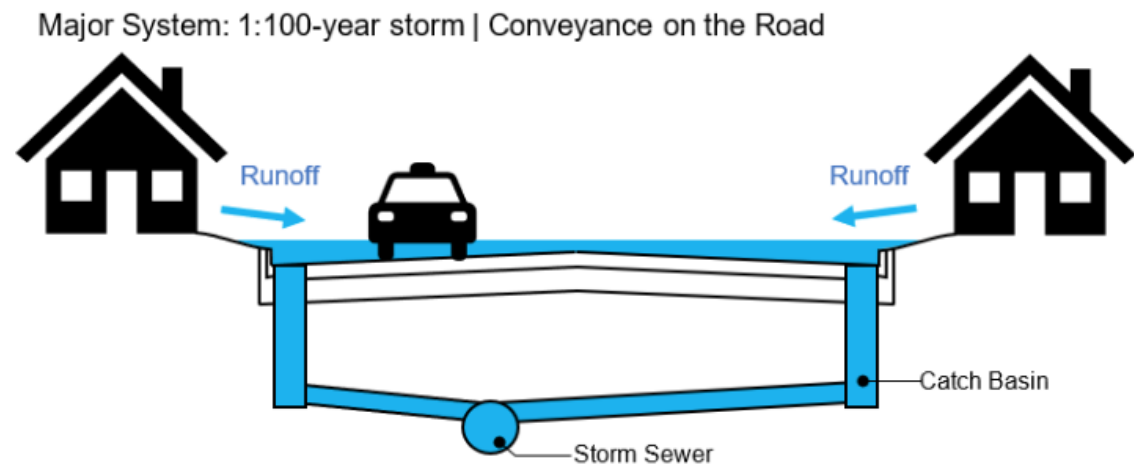
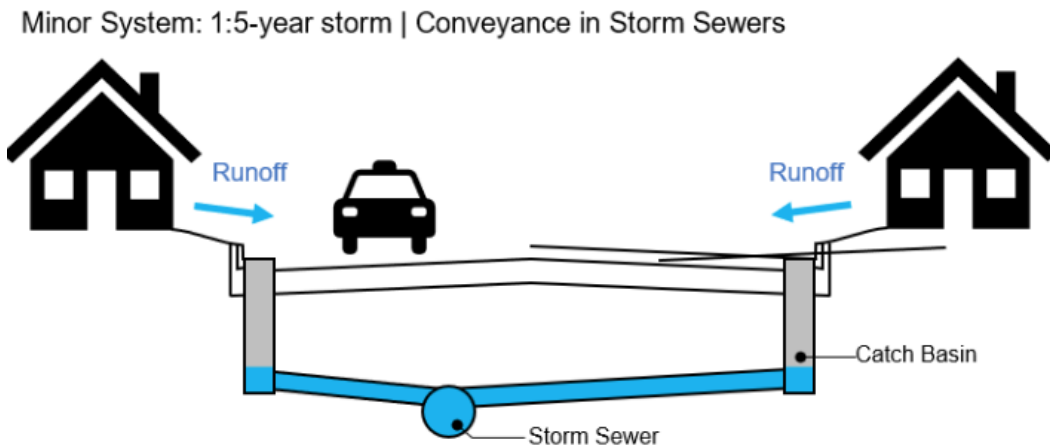
Atwood Storm Sewer System

- 11 Sewersheds, discharging to Turnbull Drain and Hana Drain
- 1 regional stormwater management facility (SWMF)
- ~8,300 m Length of storm sewer mains



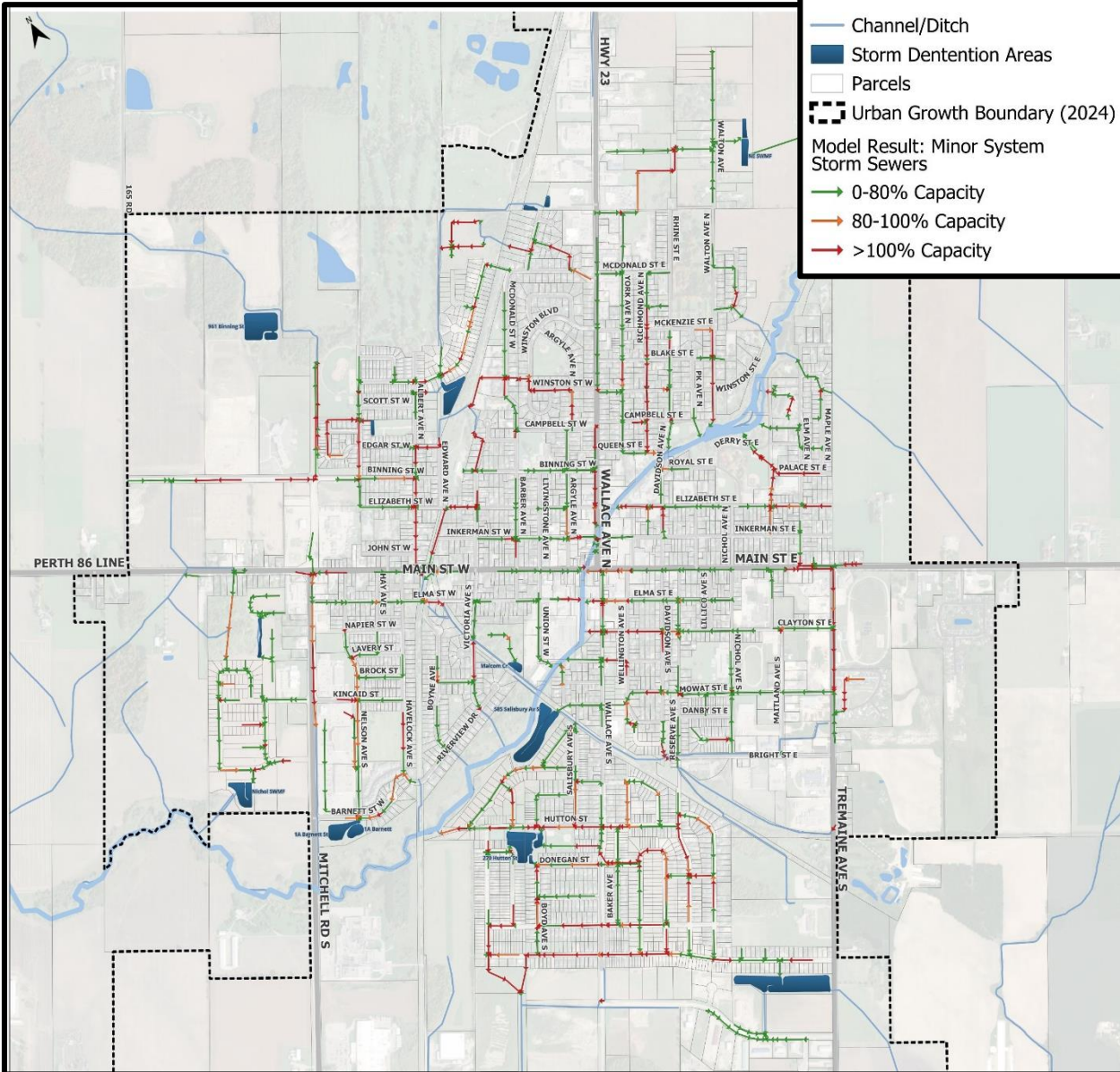
Stormwater Assessment

- Development of drainage system models for each community, based on extensive review of drawings, reports, and field survey.
- Detailed assessment of existing storm sewers, conveyance systems (roads, channels) and stormwater management facilities.
- Establish areas of limited capacity and surface flooding.
- Identify storm improvement projects, and servicing requirements for proposed developments areas.

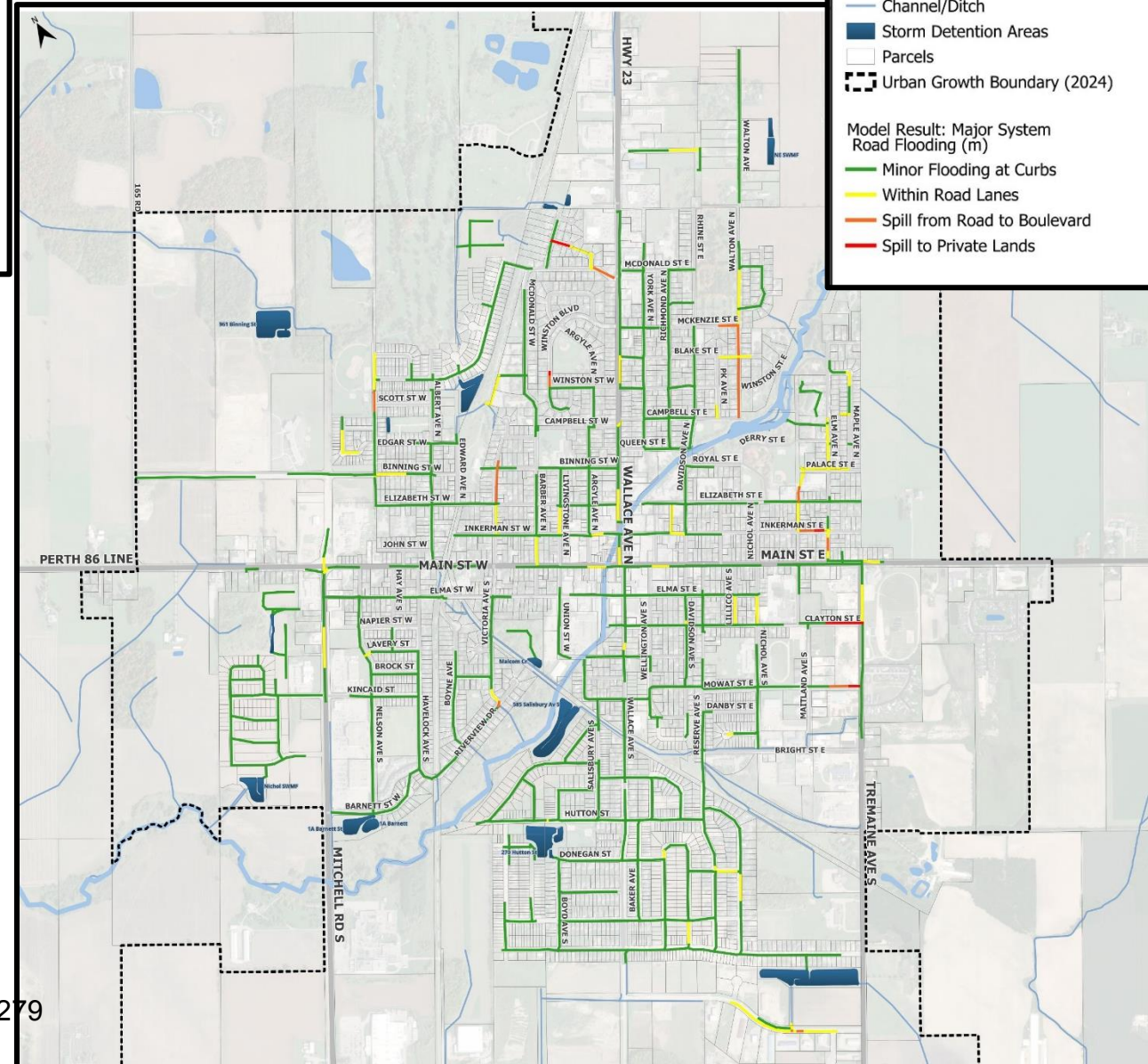


Listowel – 5 year Storm

Sewer Capacity



Surface Road Flooding



Listowel - Surface Road Flooding

5 Year Storm

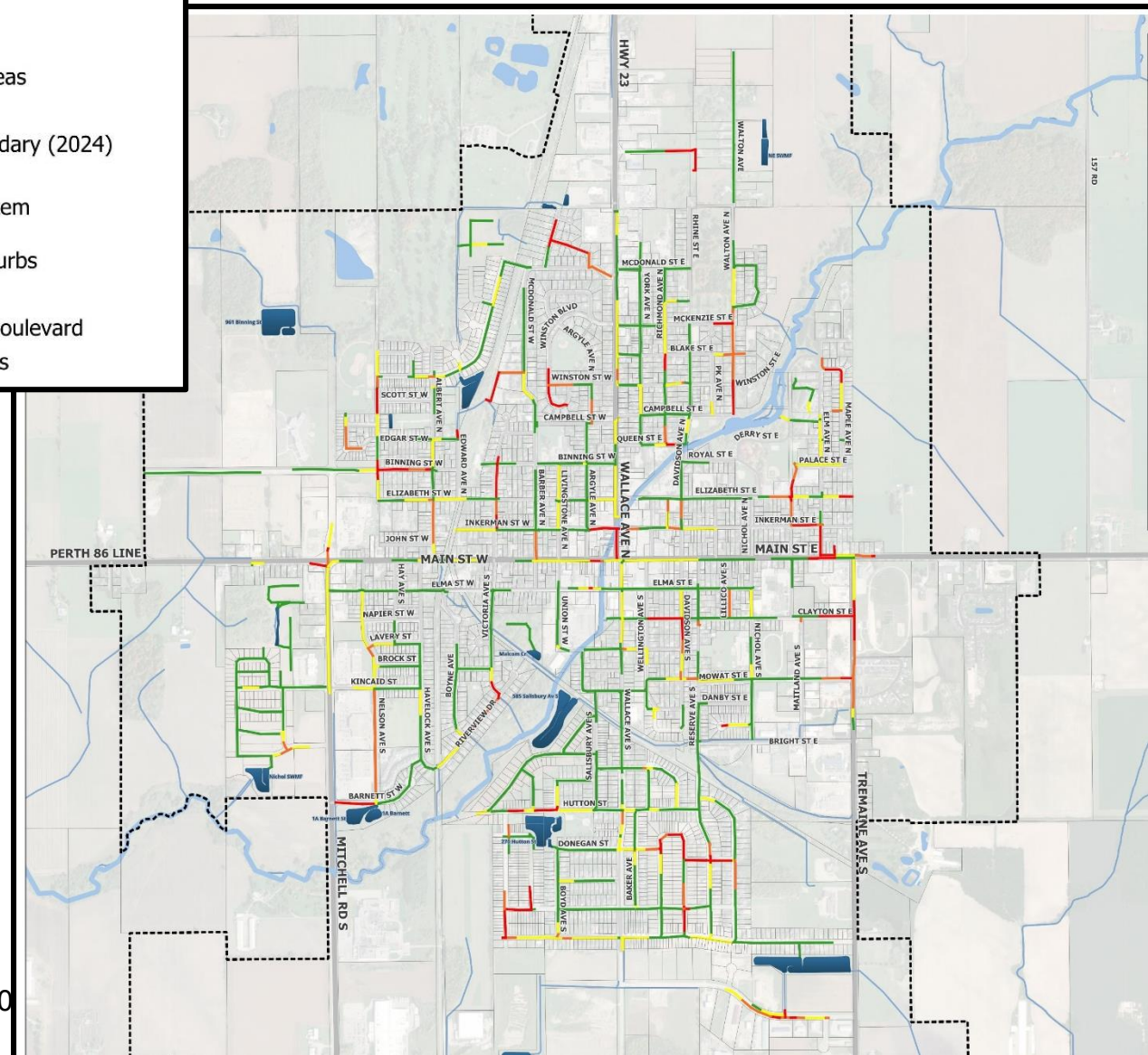
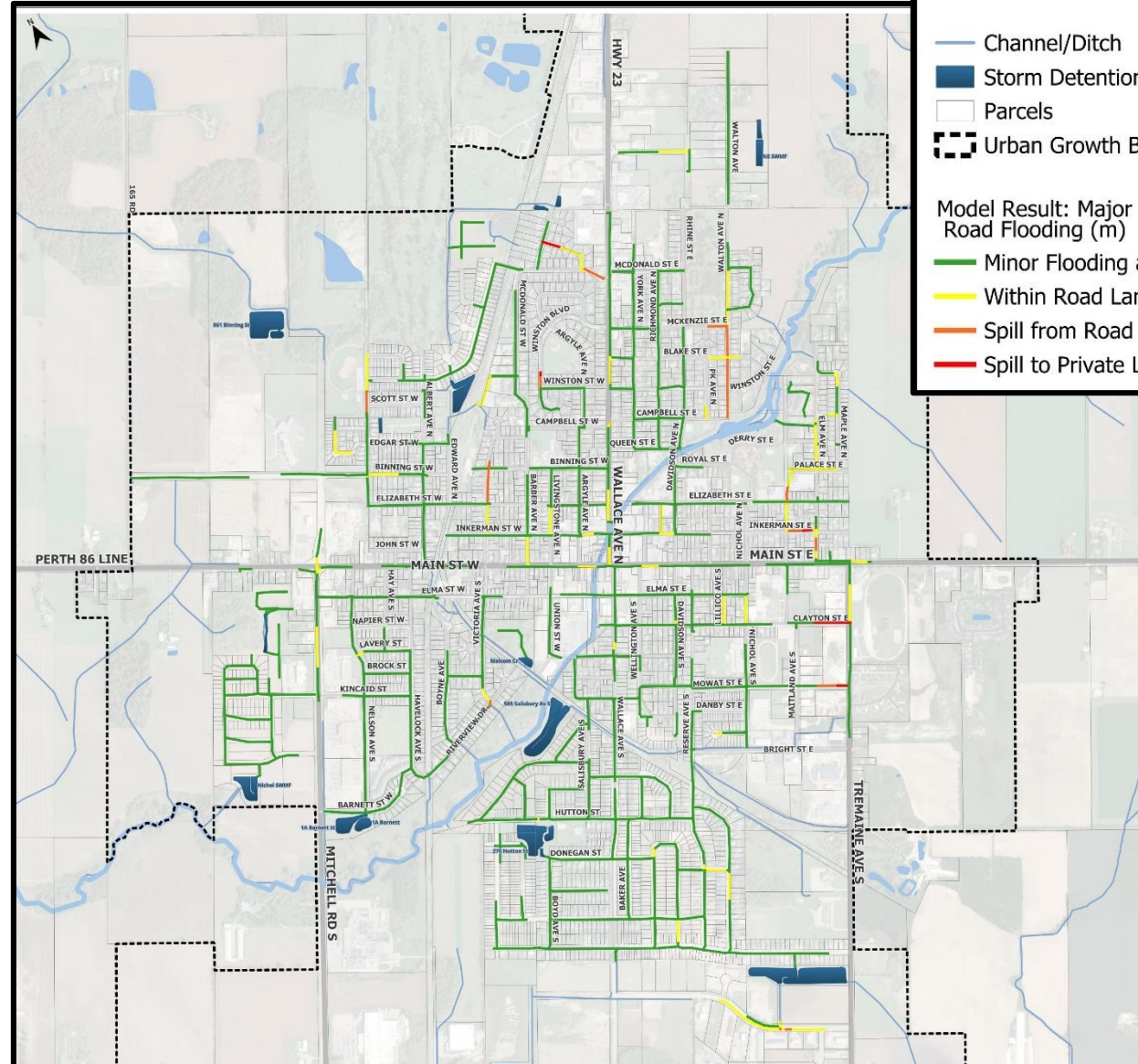
100 Year Storm

Legend

- Channel/Ditch
- Storm Detention Areas
- Parcels
- Urban Growth Boundary (2024)

Model Result: Major System Road Flooding (m)

- Minor Flooding at Curbs
- Within Road Lanes
- Spill from Road to Boulevard
- Spill to Private Lands



Atwood- 5 year Storm

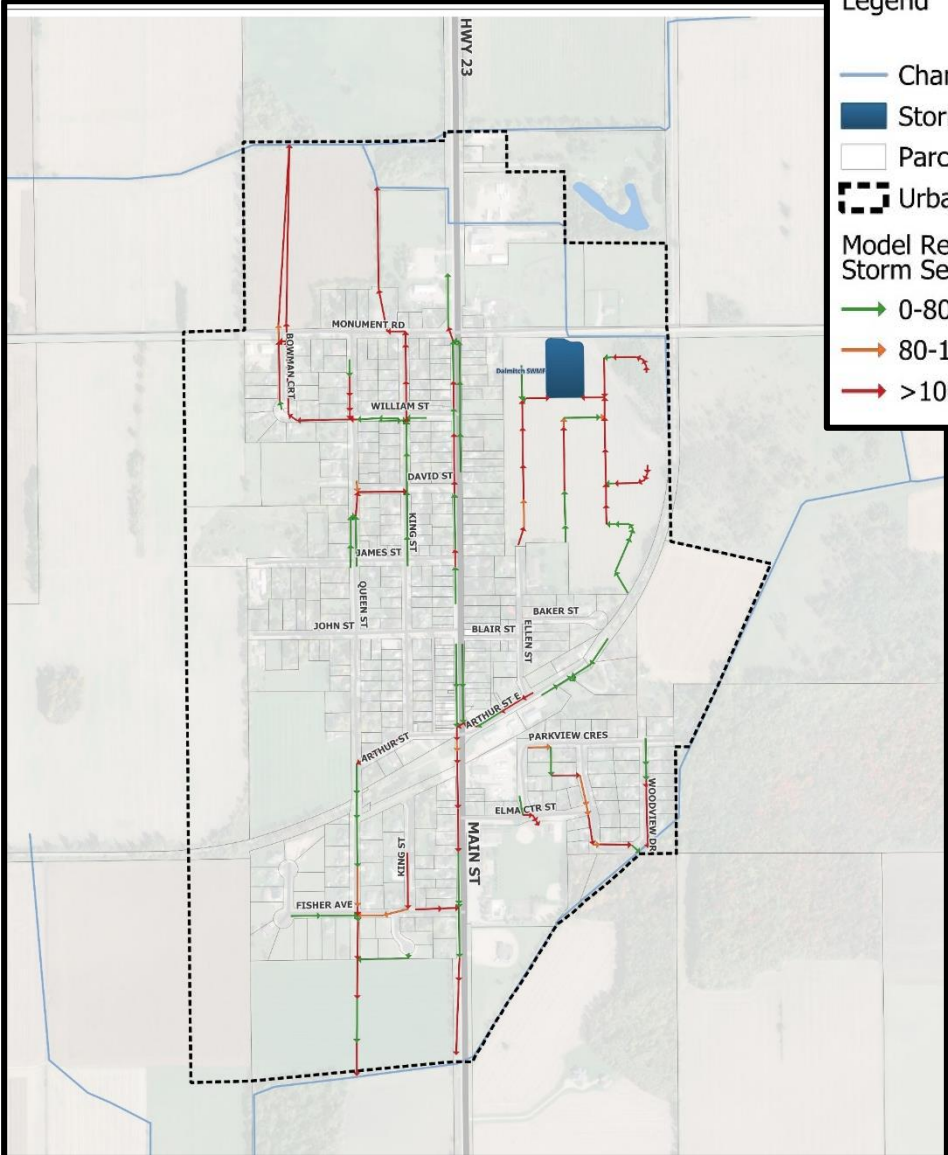
Sewer Capacity

Legend

- Channel/Ditch
- Storm Detention Areas
- Parcels
- Urban Growth Boundary (2024)

Model Result: Minor System Storm Sewers

- 0-80% Capacity
- 80-100% Capacity
- >100% Capacity



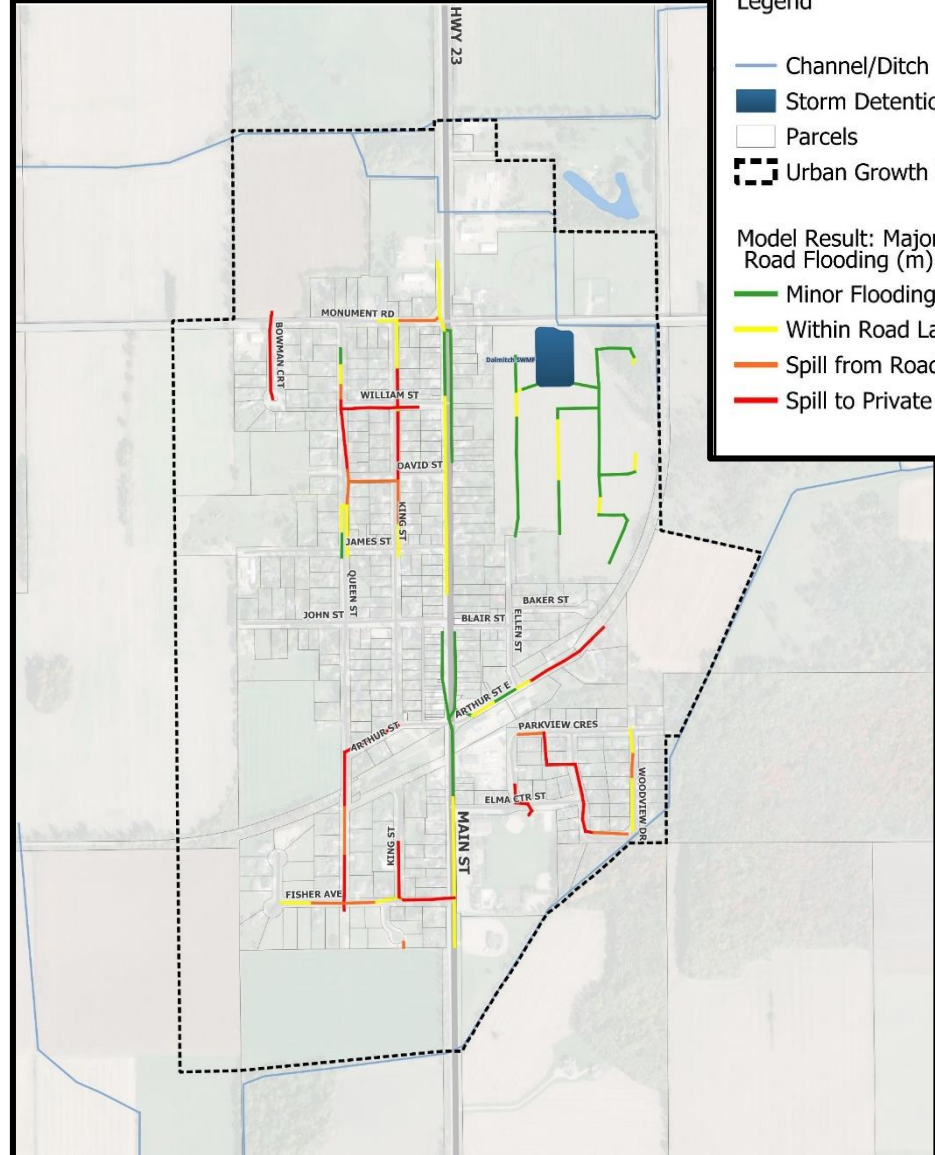
Surface Road Flooding

Legend

- Channel/Ditch
- Storm Detention Areas
- Parcels
- Urban Growth Boundary (2024)

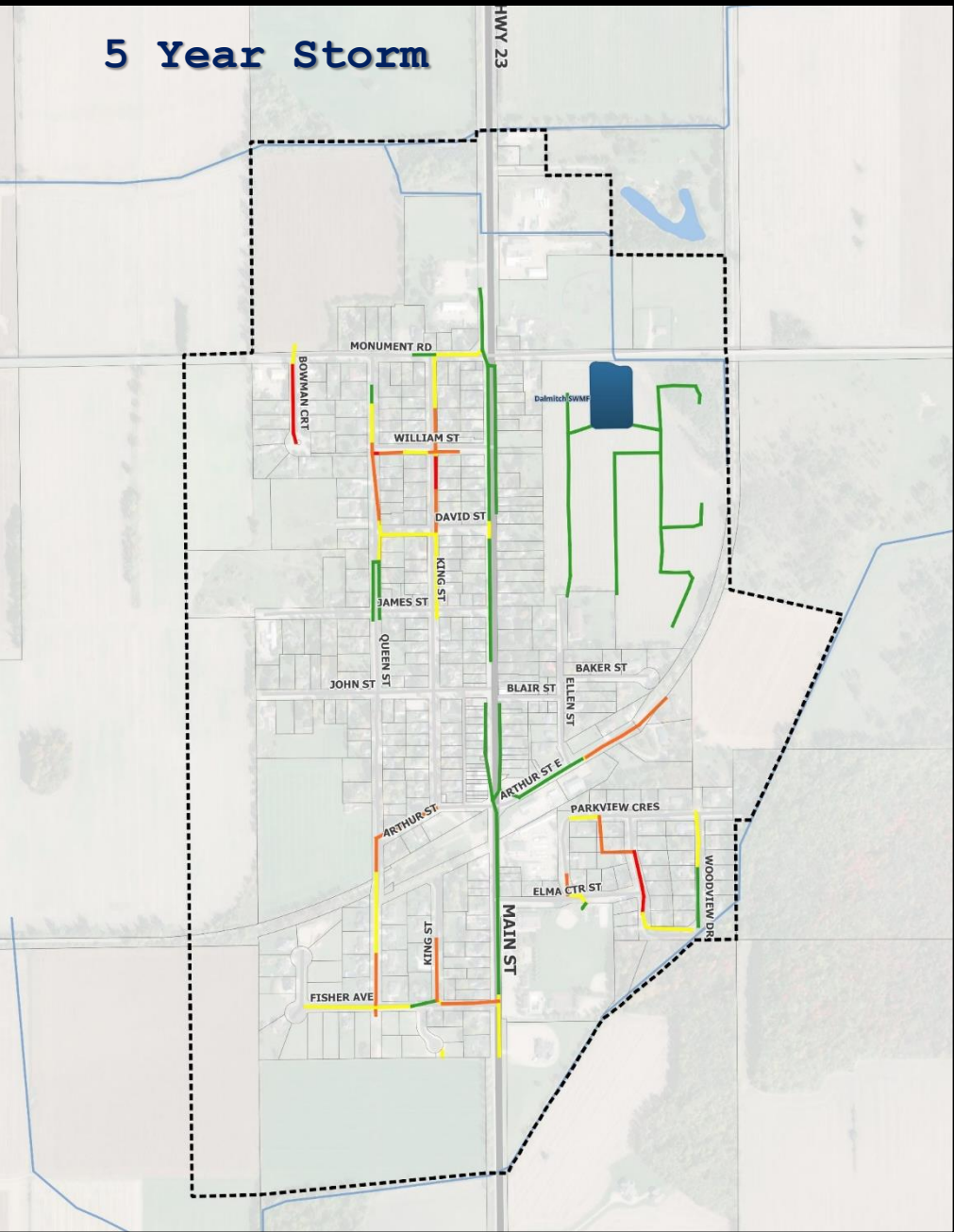
Model Result: Major System Road Flooding (m)

- Minor Flooding at Curbs
- Within Road Lanes
- Spill from Road to Boulevard
- Spill to Private Lands



Atwood - Surface Road Flooding

5 Year Storm



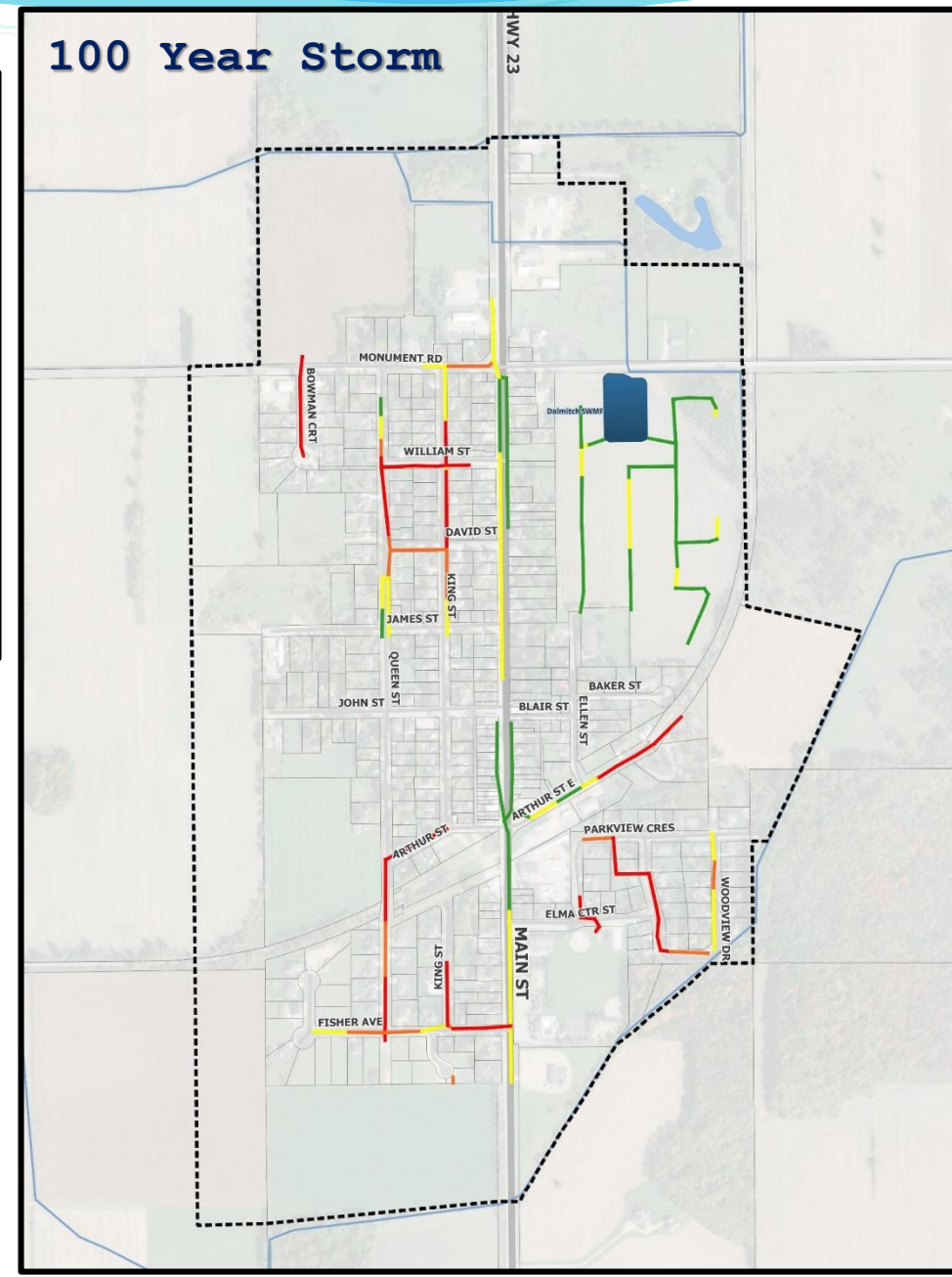
Legend

- Channel/Ditch
- Storm Detention Areas
- Parcels
- - - Urban Growth Boundary (2024)

Model Result: Major System Road Flooding (m)

- Minor Flooding at Curbs
- Within Road Lanes
- Spill from Road to Boulevard
- Spill to Private Lands

100 Year Storm



Alternatives

- Do nothing
- Storm sewer capacity increases to reduce flooding to acceptable limits
- Grading modification within road ROW
- Grading modifications on private lands
- Off-line storage areas on public properties (parklands)
- On-site SWMF for private properties/future development lands
- Retrofit Existing SWMFs
- Super pipe storage
- LID and BMPs
- Combination of the above

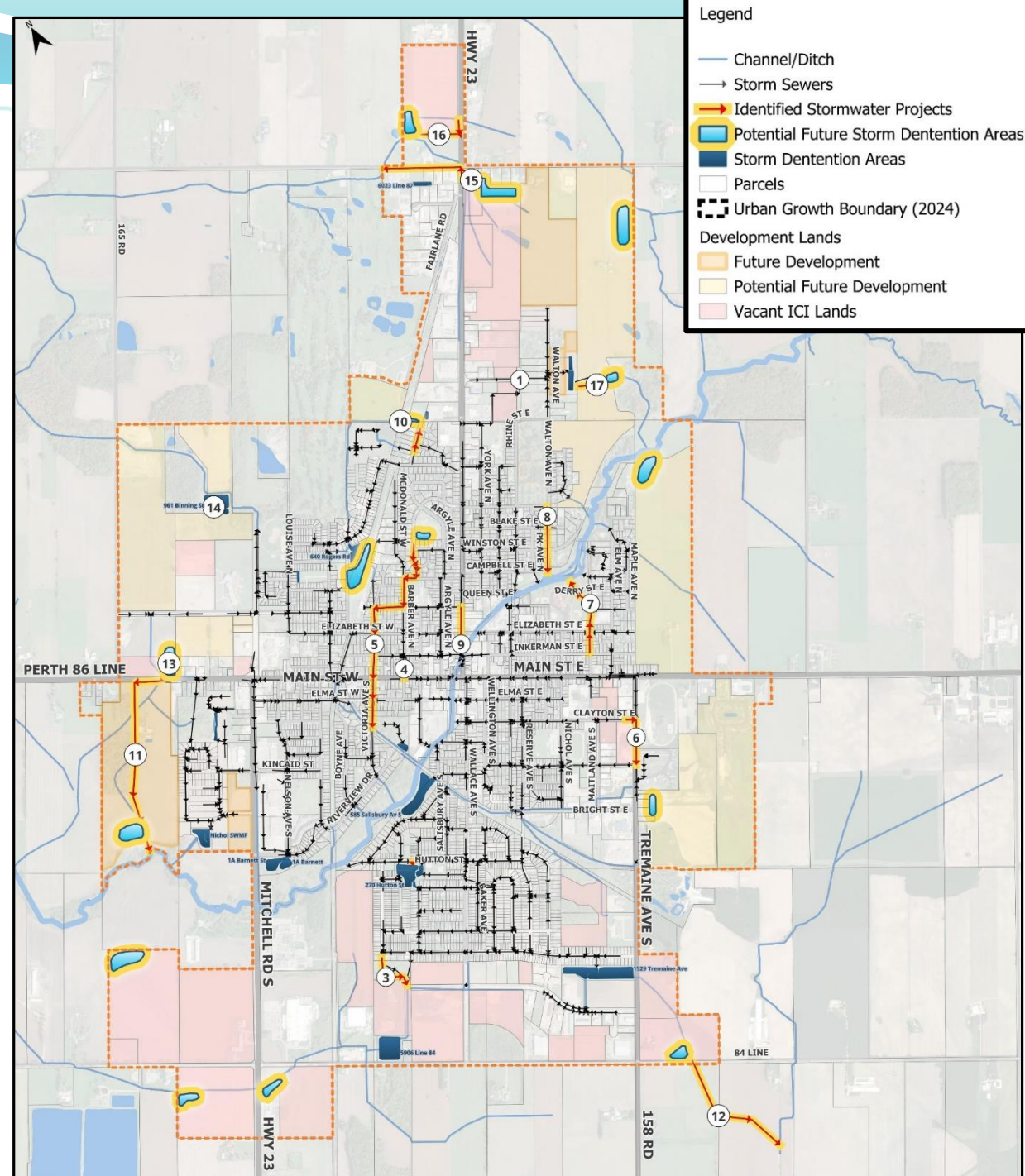
Listowel – Storm Identified Projects

Existing Infrastructure Needs

- 1 NE SWMF MJ Flow Capture
- 2 Hutton Street SWMF Relief/Spillway
- 3 Hana Haven Subdivision, park lands major flow path
- 4 Barber Street Storm Upgrades
- 5 Jackson Park Flood Relief/Victoria Ave Storm Trunk
- 6 Tremaine Ave Storm Upgrades/MJ Flow Conveyance
- 7 Maitland Ave/Palace Street Upgrades
- 8 Walton Ave N Storm Upgrades
- 9 Wallace Ave N Storm Upgrades
- 10 McLaren Ave Storm Realignment/Upgrade

Development Servicing Needs

- 11 Nichol Drain Upgrades/Realignment
- 12 Shear Drain - Upgrade for SE Employment Lands
- 13 Binning South SWMF
- 14 Binning North SWMF retrofits
- 15 NE SWMF North outlet to Harold Good Drain
- 16 Harold Good Drain Alignment for NW Servicing
- 17 NE SWMF South Retrofit/Mayberry Drain Realignment



Atwood – Storm Identified Projects








Existing Infrastructure Needs

- 1 Queen Street Drain/Bowman Court Drainage works
- 2 Wood Drive Storm Upgrades
- 3 King Street Storm Upgrades/Realignment




Development Servicing

- 4 Queen Street South (Lone Oak Drain upgrades)

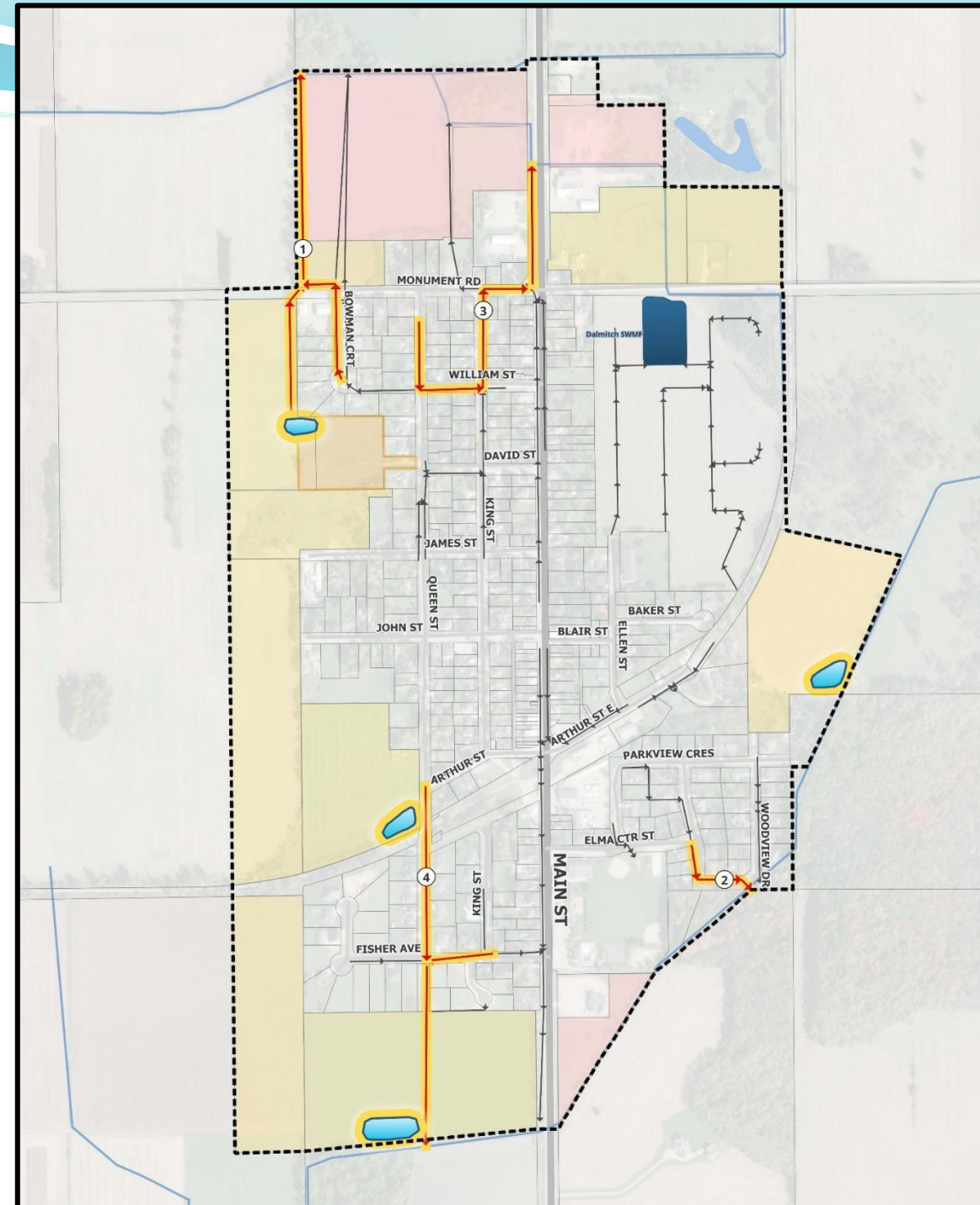
Legend

-  Channel/Ditch
-  Storm Sewers
-  Identified Stormwater Projects
-  Potential Future Storm Detention Areas
-  Storm Detention Areas
-  Parcels
-  Urban Growth Boundary (2024)

Development Lands

-  Future Development
-  Potential Future Development
-  Vacant ICI Lands


285



Summary

- Identified projects for storm, sanitary and water to be completed based on asset coordination timing and growth related needs.
- Growth rate to be monitored for timing of wastewater treatment and water storage expansion needs.

Next Steps

- Finalize Draft Master Plan Report Q1 - 2025
- Council to Adopt Master Plan
- Publish Notice of Study Completion and Report Q2 - 2025
- Implement Master Plan recommendations and additional studies 2025 

Questions?





Listowel Business Improvement Area (BIA)
580 Main Street West, Listowel, Ontario
519-444-8233
akuepfer@northperth.ca

November 12, 2024
North Perth Municipal Council
Re: Listowel's Deck the Halls

To the Mayor and Members of the North Perth Council:

The Listowel BIA is excited to host the Listowel Deck the Halls holiday event on Friday, November 29, from 4-8 pm, and Saturday, November 30, from 9am-1pm at the municipal parking lot located beside Ward & Uptigrove.

Parking Lot Closure

We respectfully request permission from Council to close a portion of this parking lot, as outlined in the attached map. The closure would begin early on Friday, November 29, between 6 am and 8 am, and extend through Saturday, November 30, until 2 pm. The Deck the Halls event aims to draw visitors to Listowel, enhance foot traffic, and promote downtown businesses participating in the event. The event will feature food trucks, live music, an outdoor vendor market, and horse-drawn carriage rides.

Noise By-law Exemption

We are also requesting an exemption from Noise By-law 32-AD-2001 to accommodate live music between 4 pm and 8 pm on November 29.

Thank you for your time, consideration, and support in helping us bring this festive community event to life.

Sincerely,
Alyssa Kuepfer
Listowel BIA Coordinator
Listowel BIA

Municipal Parking Lot, Ward & Uptigrove



Space intended for event layout including horse drawn carriage rides, vendors, live music, picnic tables, and food trucks



Barricades



Listowel Farm & Maker Market 2025



Hello Council,

I am hoping to change things up a bit in 2025 and move our market to the Ward & Uptigrove parking lot with your approval.

The market will run every Saturday from 8am to 1pm, likely June 28th to Oct 4th 2025.

As I have to submit for a transient trader license, this is my letter for approval to hopefully attach to that in the near future!

Our market has been behind the Listowel Agricultural Society on their South Lawn the past two years, and even though it's been a huge success and has brought so many community members together to support small businesses, I feel a change in position to the downtown area is the best move.

Along with market vendors, who all provide their own tents, tables, chairs etc, I will also have one or two food trucks each Saturday (hopefully) which I have to book well in advance. Hence my early letter to get to Council.

I also make sure to have live music at each market if all works out perfectly, which I am hoping to use the new parkade next to TD Bank for!

In terms of specific location, I am envisioning more of a central area of the parking lot for the vendors, and the food trucks along the side. I have attached a photo with some sketches.

I hold my own insurance for these events, and ask that vendors have their own as well.

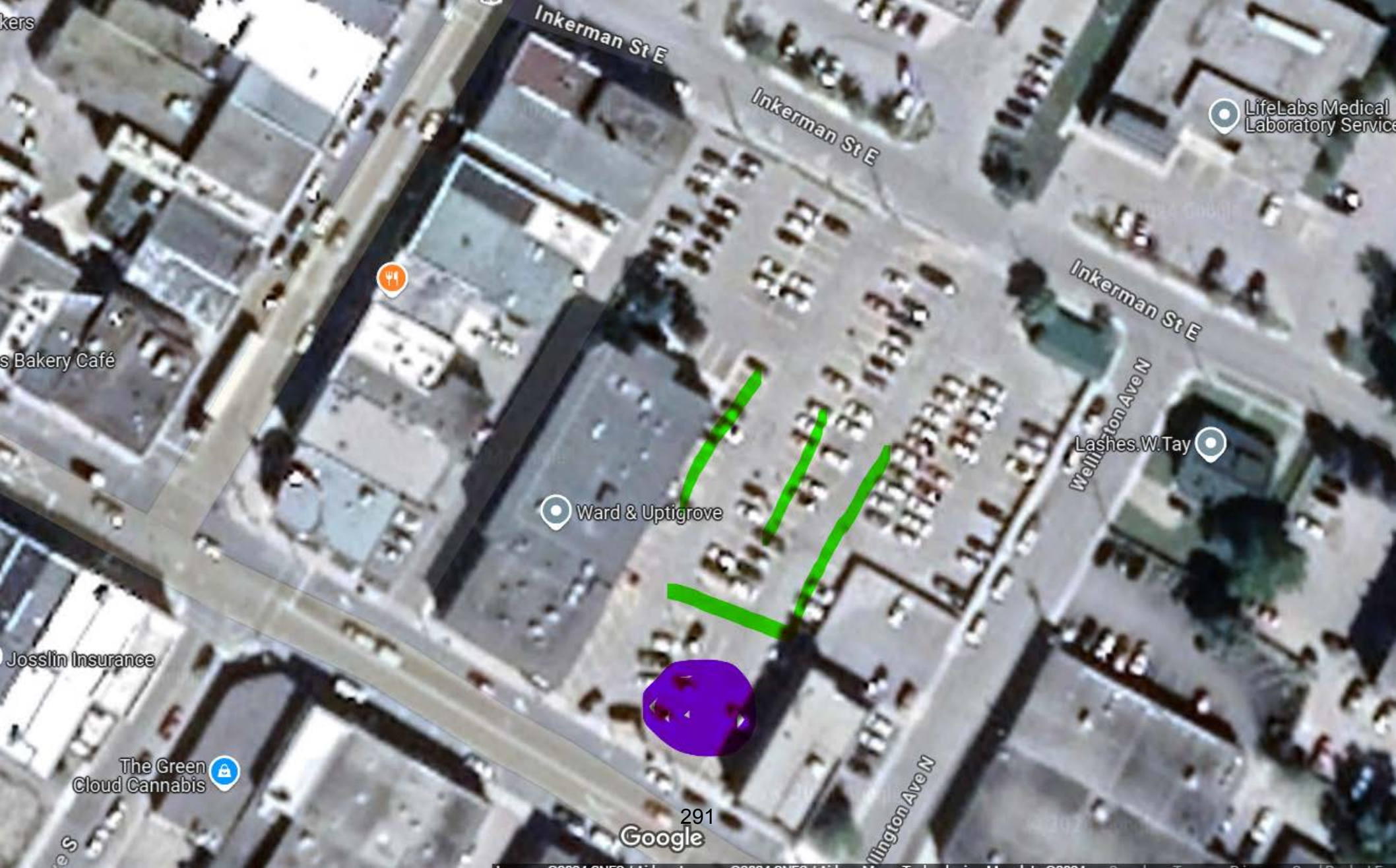
I believe this would be a fantastic addition to the downtown core of Listowel and hopefully boost all downtown sales as a result!

I hope to hear back soon!

Sincerely,

Shelley Buss

Listowel Farm & Maker Market



LifeLabs Medical Laboratory Services

Ward & Uptigrove

Lashes W. Tay

The Green Cloud Cannabis

291
Google

Inkerman St E

Inkerman St E

Inkerman St E

Wellington Ave N

Wellington Ave N

s Bakery Café

Josslin Insurance

kers

Se



Nov. 4, 2024
 Municipality of North Perth, Mayor Todd and Councillors
 330 Wallace Avenue North
 Listowel, Ontario

Dear Sir/Madame,

It is my pleasure, on behalf of the North Perth Chamber of Commerce, to share with you the event of the Annual Christmas Parade and the changes we are implementing to make sure it's safe for all.

The following plans were discussed earlier this year with OPP Sgt Manny Coelho and Lyndon Kowch.

Annual Christmas Parade | Sat., Nov 30th, at 5 pm
(always the last Saturday of November)

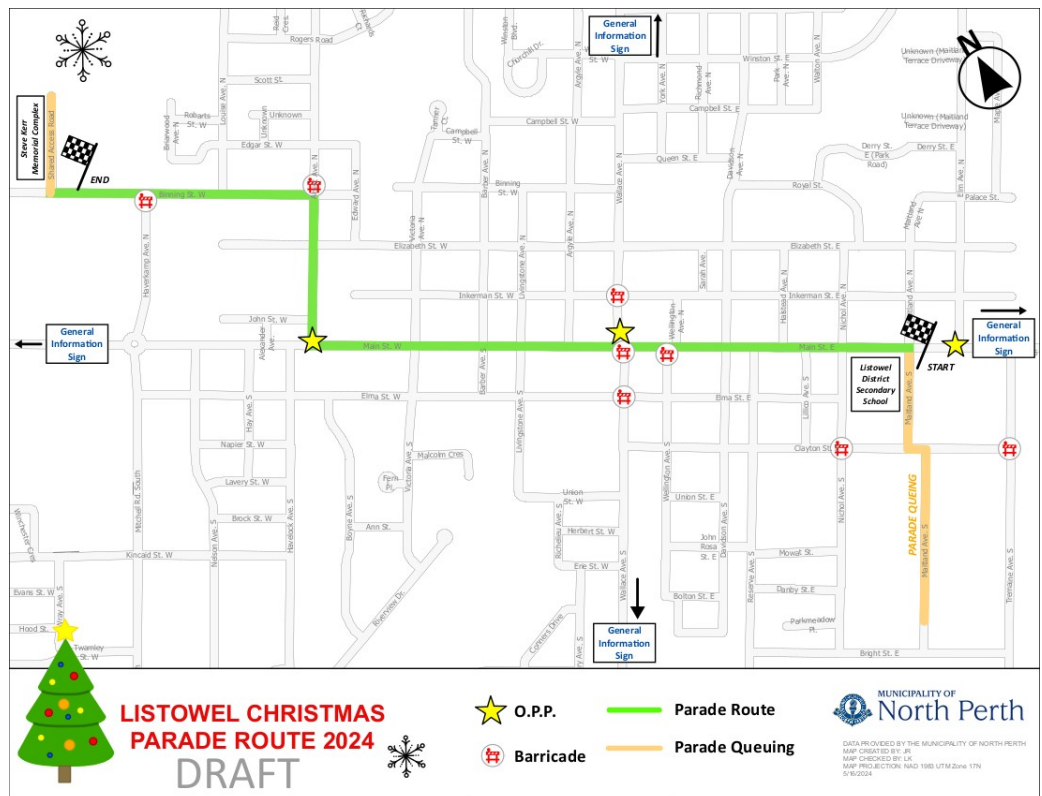
PARADE STARTING POSITION and ROUTE

After reviewing options for a uniform route with our community, this parade route is starting on Maitland Ave and ending at Steve Kerr Complex

For concerns or questions, please reach out to our office.

Respectfully yours,

Sharon DArcey
 General Manager
 North Perth
 Chamber of
 Commerce



MUNICIPALITY OF NORTH PERTH

BY-LAW 91-2024

ATKIN MUNICIPAL DRAIN

BEING a by-law to authorize Maintenance and Repair of a Municipal Drain under the provisions of the DRAINAGE ACT.

WHEREAS Council have received a notice for maintenance and repair of the Atkin Municipal Drain.

AND WHEREAS this portion of the drain was last constructed or repaired according to the report prepared James A. Howes, Ontario Land Surveyor dated February 27, 1976, and adopted under By-law No. 76-7, Elma Ward, being a current by-law.

AND WHEREAS Council wish to maintain and repair same without obtaining the report of an Engineer, in accordance with Section 74 of the Drainage Act, the cost of maintenance and repair of the Municipal Drains is to be at the expense of all upstream lands and roads in any way assessed for the construction or improvement of the drainage works and in the proportion determined by the then current by-law pertaining thereto,

AND WHEREAS the actual cost of the repair is \$4,299.36 and is assessed as per Schedule A attached as revised.

**THEREFORE THE COUNCIL OF THE MUNICIPALITY OF NORTH PERTH,
PURSUANT TO THE DRAINAGE ACT R.S.O. 1990, CHAPTER D. 17 ENACTS AS
FOLLOWS:**

1. The following maintenance, repair and minor improvement was completed in accordance therewith.
 - a) The Atkin Municipal Drain cleanout was completed at CON 8 Lot 35 to CON 9 Lot 31, Elma Ward, Municipality of North Perth.
2. The amount of \$4,299.36 be raised by this Municipality for such drainage work as a cash assessment upon lands and roads affect by the proposed drainage work provided and such sum shall be reduced by the amount of any grants received. If cash assessment are not paid, they shall be levied upon lands and roads as set forth in the Schedule to be collected in the same manner and at the same as other taxes are collected. All assessments are payable in the first year in which the assessment is imposed.

READ A FIRST AND SECOND TIME this 18th day of November 2024.

READ A THIRD AND FINAL TIME AND FINALLY PASSED this 18th day of November 2024.

TODD KASENBERG, MAYOR

LINDSAY CLINE, CLERK

**SCHEDULE OF ASSESSMENT
ATKIN MUNICIPAL DRAIN (ELMA)
MUNICIPALITY OF NORTH PERTH**

Information updated from By-law No. 76-7 of the Township of Elma which adopted the report of James A. Howes, Ontario Land Surveyor dated February 27, 1976.

As provided by Section 74 of the Act only upstream lands and roads are assessed.

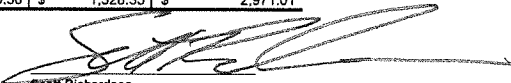
As provided in Section 85 of the Drainage Act, it is anticipated that a 1/3 grant will apply on assessments of all lands used for agricultural purposes as eligible according to Farm Property Class tax rate confirmed by MPAC. Lands not used for agricultural purposes are marked thus*.

Total Maint Cost \$ 4,299.36

Con	Lot	Name	Roll No.	Affected Area (ac.)	1983 Drain Report			2024 Maintenance		
					Benefit	Outlet	Total	Gross Maint Cost	1/3 Grant	Net Maint Cost
7	33	VERKLEY ENTERPRISES INC	314036000501700	40		\$ 375.00	\$ 375.00	\$ 62.21	\$ 20.53	\$ 41.68
	34	2849392 ONTARIO INC	314036000501750	100		\$ 930.00	\$ 930.00	\$ 154.28	\$ 50.91	\$ 103.37
	35	2849392 ONTARIO INC	314036000501800	100	\$ 150.00	\$ 1,197.00	\$ 1,347.00	\$ 223.45	\$ 73.74	\$ 149.71
	36	2849392 ONTARIO INC	314036000501900	123	\$ 1,455.00	\$ 1,473.00	\$ 2,928.00	\$ 485.72	\$ 160.29	\$ 325.44
8	31	ZYTA JOHN MARINUS	314036000503200	60		\$ 246.00	\$ 246.00	\$ 40.81	\$ 13.47	\$ 27.34
	32	LITTLE DOUGLAS EDWARD	314036000503400	75		\$ 300.00	\$ 300.00	\$ 49.77	\$ 16.42	\$ 33.34
	Pt 33	BUCHANAN JAMES ALEXANDER	314036000503500	45		\$ 417.00	\$ 417.00	\$ 69.18	\$ 22.83	\$ 46.35
	Pt 33	BIRCH LAWN FARMS LTD	314036000507200	25		\$ 135.00	\$ 135.00	\$ 22.40	\$ 7.39	\$ 15.00
	Pt 33	BIRCH LAWN FARMS LTD	314036000507200	25	\$ 510.00	\$ 159.00	\$ 669.00	\$ 110.98	\$ 36.62	\$ 74.36
	34	BIRCH LAWN FARMS LTD	314036000507200	91	\$ 2,640.00	\$ 642.00	\$ 3,282.00	\$ 544.45	\$ 179.67	\$ 364.78
	35	HOSHEL STEVEN ROY	314036000503900	65	\$ 1,545.00	\$ 627.00	\$ 2,172.00	\$ 360.31	\$ 118.90	\$ 241.41
	36	CARTER KENNETH JAMES	314036000504000	66	\$ 150.00	\$ 831.00	\$ 981.00	\$ 162.74	\$ 53.70	\$ 109.03
9	Pt. 31	GERBER STEVEN WAYNE	314036000507000	88.24	\$ 1,390.00	\$ 150.00	\$ 1,540.00	\$ 255.47	\$ 84.31	\$ 171.16
	Pt. 31	DONEGAL MENNONITE FELLOWSHIP	314036000506700	8.4		\$ 100.00	\$ 100.00	\$ 16.59		\$ 16.59
	Pt. 31	GERBER'S WORKWEAR LTD	314036000507005	2.57		\$ 100.00	\$ 100.00	\$ 16.59		\$ 16.59
	Pt. 31	GOETZ JOSEPH FRANCIS	314036000506800	0.52		\$ 3.00	\$ 3.00	\$ 0.50		\$ 0.50
	Pt. 31	LANNIN BENJAMIN PERCY	314036000506900	0.42		\$ 3.00	\$ 3.00	\$ 0.50		\$ 0.50
	Pt. 31	STAHLKE MICHAEL WILLIAM CARL	314036000506910	0.25		\$ 3.00	\$ 3.00	\$ 0.50		\$ 0.50
	32	DUTCH DREAM FARMS LTD	314036000507100	94	\$ 2,400.00	\$ 300.00	\$ 2,700.00	\$ 447.90	\$ 147.81	\$ 300.09
	Pt 33	BIRCH LAWN FARMS LTD	314036000507200	40	\$ 1,710.00	\$ 204.00	\$ 1,914.00	\$ 317.51	\$ 104.78	\$ 212.73
	Pt 33	BIRCH LAWN FARMS LTD	314036000507200	41	\$ 1,350.00	\$ 243.00	\$ 1,593.00	\$ 264.26	\$ 87.21	\$ 177.06
	34	LANNIN TERRY KEVIN	314036000507400	40	\$ 30.00	\$ 339.00	\$ 369.00	\$ 61.21	\$ 20.20	\$ 41.01
Roads	Con Road 7-8			6.5	\$ 450.00	\$ 231.00	\$ 681.00	\$ 112.97		\$ 112.97
	Side Road 30-31			9.1	\$ 90.00	\$ 42.00	\$ 132.00	\$ 21.90		\$ 21.90
	1/2 Twinline Mornington			3.65	\$ 30.00	\$ 117.00	\$ 147.00	\$ 24.39		\$ 24.39
8	Pt. 1			65		\$ 546.00	\$ 546.00	\$ 90.58	\$ 29.89	\$ 60.69
	Pt. 1			20		\$ 288.00	\$ 288.00	\$ 47.78	\$ 15.77	\$ 32.01
	Pt. 2			21		\$ 303.00	\$ 303.00	\$ 50.26	\$ 16.59	\$ 33.68
9	Pt. 1			75	\$ 120.00	\$ 1,080.00	\$ 1,200.00	\$ 199.07	\$ 65.69	\$ 133.38
	Pt. 1			15		\$ 162.00	\$ 162.00	\$ 26.87		\$ 26.87
	Pt. 2			2		\$ 30.00	\$ 30.00	\$ 4.98	\$ 1.64	\$ 3.33
Roads	Con Road 8-9			4		\$ 174.00	\$ 174.00	\$ 28.86		\$ 28.86
	1/2 Townline Elma			3.65	\$ 30.00	\$ 117.00	\$ 147.00	\$ 24.39		\$ 24.39
Total				498	\$ 14,050.00	\$ 11,867.00	\$ 25,917.00	\$ 4,299.36	\$ 1,328.35	\$ 2,971.01

Twp of Elma

Twp of Mornington


 Scott Richardson
 Drainage
 Superintendent
 Municipality of North
 Perth



ATKIN DRAIN MAINTENANCE



I want to...

MUNICIPALITY OF NORTH PERTH

BY-LAW 92-2024

MINTO #2 MUNICIPAL DRAIN

BEING a by-law to authorize Maintenance and Repair of a Municipal Drain under the provisions of the DRAINAGE ACT.

WHEREAS Council have received a notice for maintenance and repair of the Minto #2 Municipal Drain.

AND WHEREAS this portion of the drain was last constructed or repaired according to the report prepared by James A. Howes dated December 19, 1967, and adopted under By-law No. 8-68-16, Elma Ward, being a current by-law.

AND WHEREAS Council wish to maintain and repair same without obtaining the report of an Engineer, in accordance with Section 74 of the Drainage Act, the cost of maintenance and repair of the Municipal Drains is to be at the expense of all upstream lands and roads in any way assessed for the construction or improvement of the drainage works and in the proportion determined by the then current by-law pertaining thereto,

AND WHEREAS the actual cost of the repair is \$21,710.16 and is assessed as per Schedule A attached as revised.

**THEREFORE THE COUNCIL OF THE MUNICIPALTY OF NORTH PERTH,
PURSUANT TO THE DRAINAGE ACT R.S.O. 1990, CHAPTER D. 17 ENACTS AS
FOLLOWS:**

1. The following maintenance, repair and minor improvement was completed in accordance therewith.
 - a) The Minto #2 Municipal Drain cleanout was completed at CON 13 Lot 2. Elma Ward, Municipality of North Perth and into the Town of Minto.
2. The amount of \$21,710.16 be raised by this Municipality for such drainage work as a cash assessment upon lands and roads affect by the proposed drainage work provided and such sum shall be reduced by the amount of any grants received. If cash assessment are not paid, they shall be levied upon lands and roads as set forth in the Schedule to be collected in the same manner and at the same as other taxes are collected. All assessments are payable in the first year in which the assessment is imposed.

READ A FIRST AND SECOND TIME this 18th day of November 2024.

READ A THIRD AND FINAL TIME AND FINALLY PASSED this 18th day of November 2024.

TODD KASENBERG, MAYOR

LINDSAY CLINE, CLERK

**SCHEDULE OF ASSESSMENT
MINTO #2 MUNICIPAL DRAIN (WALLACE)
MUNICIPALITY OF NORTH PERTH**

Information updated from By-law No. 1100, 1968 which adopted the report of James A. Howes, Ontario Land Surveyor, dated December 19, 1967

As provided by Section 74 of the Act only upstream lands and roads are assessed.

As provided in Section 85 of the Drainage Act, it is anticipated that a 1/3 grant will apply on assessments of all lands used for agricultural purposes as eligible according to Farm Property Class tax rate confirmed by MPAC. Lands not used for agricultural purposes are marked thus*.

Total Maint Cost \$21,710.16

Con	Lot	Roll No.	Name	Affected Area (ac.)	1967 Drain Report			2024 Maintenance				
					Benefit	Outlet	Total	Gross Maint Cost	1/3 Grant	Net Maint Cost		
13	S Pt Lot 1	5-036	WOOD BARRY KEITH	50		\$ 477.00	\$ 477.00	\$ 1,136.99	\$ 375.21	\$ 761.79	Mun. of North Perth	
	N Pt of S Pt Lot 1	5-041	WOOD PATRICK ADAM	50		\$ 495.00	\$ 495.00	\$ 1,179.90	\$ 389.37	\$ 790.53		
	N Pt Lot 1	5-041	WOOD PATRICK ADAM	12		\$ 63.00	\$ 63.00	\$ 150.17	\$ 49.56	\$ 100.61		
	S Pt Lot 2	5-036	WOOD BARRY KEITH	100	\$ 951.00	\$ 474.00	\$ 1,425.00	\$ 3,396.68	\$ 1,120.91	\$ 2,275.78		
	N Pt Lot 2	5-041	WOOD PATRICK ADAM	11	\$ 48.00	\$ 24.00	\$ 72.00	\$ 171.62	\$ 56.64	\$ 114.99		
	S Pt Lot 3	5-038	FOTHERINGHAM AGRA HOLDINGS	6	\$ 162.00	\$ 81.00	\$ 243.00	\$ 579.22	\$ 191.14	\$ 388.08		
	N Pt Lot 3	5-042	SHAW RUTH MARGARET	60	\$ 522.00	\$ 261.00	\$ 783.00	\$ 1,866.39	\$ 615.91	\$ 1,250.48		
	N Pt Lot 4	5-043	WOOD PATRICK ADAM	54	\$ 495.00	\$ 246.00	\$ 741.00	\$ 1,766.27	\$ 582.87	\$ 1,183.40		
	5	5-045	PALMCREST FARMS LTD	51	\$ 429.00	\$ 213.00	\$ 642.00	\$ 1,530.29	\$ 505.00	\$ 1,025.30		
	6	5-045	PALMCREST FARMS LTD	34	\$ 306.00	\$ 153.00	\$ 459.00	\$ 1,094.09	\$ 361.05	\$ 733.04		
	7	5-046	DC FOTHERINGHAM HOLDINGS INC	23	\$ 135.00	\$ 66.00	\$ 201.00	\$ 479.11	\$ 158.11	\$ 321.00		
	8	5-046	DC FOTHERINGHAM HOLDINGS INC	6	\$ 30.00	\$ 33.00	\$ 63.00	\$ 150.17	\$ 49.56	\$ 100.61		
	Roads	Perth Rd 140 (1/2 Townline Maryborough)		County of Perth			\$ 132.00	\$ 132.00	\$ 314.64			\$ 314.64
	Road 146 (Sideroad 6-7)		Mun. of North Perth		\$ 330.00	\$ 165.00	\$ 495.00	\$ 1,179.90		\$ 1,179.90		
	Perth Line 93 (Townline Minto)		County of Perth		\$ 486.00	\$ 243.00	\$ 729.00	\$ 1,737.67		\$ 1,737.67		
13	S 1/2 1	12-086	I. BEISEL	92		\$ 708.00	\$ 708.00	\$ 1,687.61	\$ 556.91	\$ 1,130.70	Twp of Mapleton	
	N 1/2 1	12-087	H & M PORK INC.	100		\$ 795.00	\$ 795.00	\$ 1,894.99	\$ 625.35	\$ 1,269.64		
	2	12-088	W & J ROUBOS	28		\$ 174.00	\$ 174.00	\$ 414.75	\$ 136.87	\$ 277.88		
	14	Pt. W 1/2 1	12-134	P & M MINKENBERG	25		\$ 150.00	\$ 150.00	\$ 357.55	\$ 117.99		\$ 239.56
	E 1/2 1	12-134	P & M MINKENBERG	32		\$ 129.00	\$ 129.00	\$ 307.49	\$ 101.47	\$ 206.02		
Roads	Wellington Cty Rd 9 (1/2 Townline)					\$ 132.00	\$ 132.00	\$ 314.64		\$ 314.64		
1	S Pt 7			60		\$ 405.00	\$ 405.00	\$ 965.37	\$ 318.57	\$ 646.80	Twp of Minto	
	E Pt S Pt 8			40		\$ 273.00	\$ 273.00	\$ 650.73	\$ 214.74	\$ 435.99		
	W Pt S Pt 8			34		\$ 243.00	\$ 243.00	\$ 579.22	\$ 191.14	\$ 388.08		
	9			85	\$ 90.00	\$ 639.00	\$ 729.00	\$ 1,737.67	\$ 573.43	\$ 1,164.24		
	E Pt 10			50	\$ 195.00	\$ 231.00	\$ 426.00	\$ 1,015.43	\$ 335.09	\$ 680.34		
	W Pt 10			50	\$ 405.00	\$ 222.00	\$ 627.00	\$ 1,494.54	\$ 493.20	\$ 1,001.34		
	E Pt 11			50	\$ 390.00	\$ 201.00	\$ 591.00	\$ 1,408.73	\$ 464.88	\$ 943.85		
	W Pt 11			50	\$ 210.00	\$ 252.00	\$ 462.00	\$ 1,101.24	\$ 363.41	\$ 737.83		
	12			79	\$ 447.00	\$ 381.00	\$ 828.00	\$ 1,973.65	\$ 651.30	\$ 1,322.35		
	13			62	\$ 507.00	\$ 252.00	\$ 759.00	\$ 1,809.18	\$ 597.03	\$ 1,212.15		
	14			22	\$ 225.00	\$ 108.00	\$ 333.00	\$ 793.75	\$ 261.94	\$ 531.81		
	2	W Pt 9			8		\$ 63.00	\$ 63.00	\$ 150.17	\$ 49.56		\$ 100.61
		10			30		\$ 234.00	\$ 234.00	\$ 557.77	\$ 184.06		\$ 373.71
	11			41		\$ 177.00	\$ 177.00	\$ 421.90	\$ 139.23	\$ 282.68		
	12			70		\$ 321.00	\$ 321.00	\$ 765.15	\$ 252.50	\$ 512.65		

	13		10	\$ 36.00	\$ 36.00	\$ 85.81	\$ 28.32	\$ 57.49
Roads	Side Road 10-11		MINTO TWP	\$ 1,050.00	\$ 84.00	\$ 1,134.00	\$ 2,703.04	\$ 2,703.04
			Total	277	\$ 3,894.00	\$ 5,214.00	\$ 9,108.00	\$ 21,710.16
							\$ 1,538.59	\$ 3,438.44



Scott
Richardson
Drainage
Superintendent
Municipality of
North Perth

MUNICIPALITY OF NORTH PERTH
BY-LAW 93-2024
SILVER CORNERS MUNICIPAL DRAIN

BEING a by-law to authorize Maintenance and Repair of a Municipal Drain under the provisions of the DRAINAGE ACT.

WHEREAS Council have received a notice for maintenance and repair of the Silver Corners Municipal Drain.

AND WHEREAS this portion of the drain was last constructed or repaired according to the report prepared by David H. Grahnam, Gamsby and Mannerow Limited, Dated July 14, 1998, and adopted under By-law No. 32-1998, Elma Ward, being a current by-law.

AND WHEREAS Council wish to maintain and repair same without obtaining the report of an Engineer, in accordance with Section 74 of the Drainage Act, the cost of maintenance and repair of the Municipal Drains is to be at the expense of all upstream lands and roads in any way assessed for the construction or improvement of the drainage works and in the proportion determined by the then current by-law pertaining thereto,

AND WHEREAS the actual cost of the repair is \$26,362.91 and is assessed as per Schedule A attached as revised.

THEREFORE THE COUNCIL OF THE MUNICIPALITY OF NORTH PERTH, PURSUANT TO THE DRAINAGE ACT R.S.O. 1990, CHAPTER D. 17 ENACTS AS FOLLOWS:

1. The following maintenance, repair and minor improvement was completed in accordance therewith.
 - a) The Silver Corners Municipal Drain cleanout was completed at CON 10 Lot 1 to CON 10 Lot 2 and again from CON 12 Lot 1 to CON 12 Lot 4 Elma Ward, Municipality of North Perth.
2. The amount of \$26,362.91 be raised by this Municipality for such drainage work as a cash assessment upon lands and roads affect by the proposed drainage work provided and such sum shall be reduced by the amount of any grants received. If cash assessment are not paid, they shall be levied upon lands and roads as set forth in the Schedule to be collected in the same manner and at the same as other taxes are collected. All assessments are payable in the first year in which the assessment is imposed.

READ A FIRST AND SECOND TIME this 18th day of November 2024.

READ A THIRD AND FINAL TIME AND FINALLY PASSED this 18th day of November 2024.

TODD KASENBERG, MAYOR

LINDSAY CLINE, CLERK



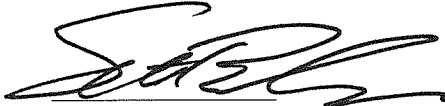
SILVER CORNERS DRAIN MAINTENANCE (DONEGAN)



**SCHEDULE OF ASSESSMENT
SILVER CORNERS MUNICIPAL DRAIN (ELMA)
MUNICIPALITY OF NORTH PERTH**

Information updated from Elma By-Law No. 32-1998 which adopted the report of David H. Grahlan, Gamsby and Mannerow Limited, Dated July 14, 1998.
As provided by section 74 of the Act only upstream lands and roads are assessed.
As provided in Section 85 of the Drainage Act, it is anticipated that a 1/3 grant will apply on assessment of all lands used for agricultural purposes as eligible according to Farm Property Class tax rate confirmed by MPAC. Lands not used for thus*.

Con	Lot	Name	Roll No.	Affected Area (ac.)	Total Maint Cost \$ 7,932.19				
					1998 Report Total	2024 Maintenance Assessment		Net Maint Cost	
					Gross Maint Cost	1/3 Grant			
11	35		11-65	15	\$ 79.00	\$ 38.48	\$ 12.70	\$ 25.78	
12	34		12-57	10	\$ 125.00	\$ 60.89	\$ 20.09	\$ 40.80	
	35		12-58	100	\$ 1,424.00	\$ 693.70	\$ 228.92	\$ 464.78	
13	35		13-39	35	\$ 544.00	\$ 265.01	\$ 87.45	\$ 177.55	
Roads									
11	35	1/2 Townline		(Sec 26)		\$ -		\$ -	
				(Sec 21-23)		\$ -		\$ -	
12	35	1/2 Townline		(Sec 26)	\$ 146.00	\$ 71.12		\$ 71.12	
				(Sec 21-23)		\$ -		\$ -	
		Concession Road 11-12		(Sec 26)		\$ -		\$ -	
				(Sec 21-23)	\$ 51.00	\$ 24.84		\$ 24.84	
Twp of Grey									
10	1	SILVER CREEK ACRES LTD	4-027-1	0	\$ -	\$ -	\$ -	\$ -	
	2	DEWAR PAUL WILLIAM	4-028	0	\$ -	\$ -	\$ -	\$ -	
	3	LUCAS JAMES CYRUS	4-029	50	\$ -	\$ -	\$ -	\$ -	
	N Pt 4	CRAIG DOUGLAS JOHN	4-030	59	\$ -	\$ -	\$ -	\$ -	
	S Pt 4	LUCAS MARION BERNICE	4-032	40	\$ -	\$ -	\$ -	\$ -	
	5	LUCAS MARION BERNICE	4-032	55	\$ -	\$ -	\$ -	\$ -	
11	1	SILVER CREEK ACRES LTD	4-051	50	\$ -	\$ -	\$ -	\$ -	
	2	LOS JAN TEUNIS	40-52	50	\$ -	\$ -	\$ -	\$ -	
	3	LOS JOHANNA ANTONIA	4-053	75	\$ -	\$ -	\$ -	\$ -	
	4	BOWLESLAND JERSEYS LTD	4-054	100	\$ -	\$ -	\$ -	\$ -	
	5	BOWLESLAND JERSEYS LTD	4-055	80	\$ -	\$ -	\$ -	\$ -	
	6	TEXEL FARMS LTD	4-056	22	\$ -	\$ -	\$ -	\$ -	
12	Pt. 1	ATWOOD HERITAGE PROCESSING INC.	4-074	11	\$ 133.00	\$ 64.79	\$ 21.38	\$ 43.41	
	Pt. 1	1940944 ONTARIO LTD	4-075	89	\$ 1,337.00	\$ 651.31	\$ 214.93	\$ 436.38	
	2	1940944 ONTARIO LTD	4-075	100	\$ 1,702.00	\$ 829.12	\$ 273.61	\$ 555.51	
	3	SILVER CORNERS INC	4-076	91	\$ 1,096.00	\$ 533.91	\$ 176.19	\$ 357.72	
	4	HOSTETTLER ADOLF	4-077	46	\$ 1,154.00	\$ 562.17	\$ 185.51	\$ 376.65	
	5	TERPSTRA FARMS LTD	4-078	14	\$ 351.00	\$ 170.99	\$ 56.43	\$ 114.56	
	6	TERPSTRA FARMS LTD	4-078-1	10	\$ 251.00	\$ 122.27	\$ 40.35	\$ 81.92	
13	1	HORST JAMES NORMAN	4-098	58	\$ 1,131.00	\$ 550.96	\$ 181.82	\$ 369.14	
	2	WYE CROSS HOLDINGS INC.	4-099	50	\$ 1,180.00	\$ 574.83	\$ 189.69	\$ 385.14	
	3	YAH'S BLESSINGS INC.	4-100	47	\$ 1,156.00	\$ 563.14	\$ 185.84	\$ 377.30	
	4	YAH'S DELIGHTS INC.	4-101	48	\$ 1,185.00	\$ 577.27	\$ 190.50	\$ 386.77	
	5	TERPSTRA FARMS LTD	4-102	75	\$ 1,862.00	\$ 907.06	\$ 299.33	\$ 607.73	
	6	NEW TEX FARMS LTD	4-103	45	\$ 1,129.00	\$ 549.99	\$ 181.50	\$ 368.49	
Roads									
11	1	1/2 Townline		(Sec 26)		\$ -		\$ -	
	1			(Sec 21-23)		\$ -		\$ -	
12	1	1/2 Townline		(Sec 26)		\$ -		\$ -	
	1			(Sec 21-23)	\$ 147.00	\$ 71.61		\$ 71.61	
		Concession Road 11-12				\$ -		\$ -	
		Sideroad 5-6			\$ 100.00	\$ 48.71		\$ 48.71	
Total					1425	\$ 16,283.00	\$ 7,932.19	\$ 2,546.25	\$ 5,385.94


Scott Richardson
Drainage Superintendent
Municipality of North Perth

Please note that work was also done in the municipality of Huron East.

SILVER CORNERS DRAIN MAINTENANCE (HORST EXCAVATING)



**SCHEDULE OF ASSESSMENT
SILVER CORNERS MUNICIPAL DRAIN (ELMA)
MUNICIPALITY OF NORTH PERTH**

Information updated from Elma By-Law No. 32-1998 which adopted the report of David H. Grahlan, Gamsby and Mannerow Limited, Dated July 14, 1998.

As provided by section 74 of the Act only upstream lands and roads are assessed.

As provided in Section 85 of the Drainage Act, it is anticipated that a 1/3 grant will apply on assessment of all lands used for agricultural purposes as eligible according to Farm Property Class tax rate confirmed by MPAC. Lands not used for thus*.

Con	Lot	Name	Roll No.	Affected Area (ac.)	1998 Drain Report		2024 Maintenance Assessment			Total Maint Cost - Horst Portion \$ 18,430.72
					Outlet	Total	Gross Maint Cost	1/3 Grant	Net Maint Cost	
12	Pl. 1	1940944 ONTARIO LTD	4-075	89	\$ 1,337.00	\$ 1,337.00	\$ 1,820.74	\$ 600.84	\$ 1,219.89	
	2	1940944 ONTARIO LTD	4-075	100	\$ 1,702.00	\$ 1,702.00	\$ 2,317.80	\$ 764.87	\$ 1,552.93	
	3	SILVER CORNERS INC	4-076	91	\$ 1,096.00	\$ 1,096.00	\$ 1,492.54	\$ 492.54	\$ 1,000.00	
	4	HOSTETTLER ADOLF	4-077	46	\$ 1,154.00	\$ 1,154.00	\$ 1,571.53	\$ 518.60	\$ 1,052.92	
	5	TERPSTRA FARMS LTD	4-078	14	\$ 351.00	\$ 351.00	\$ 477.99	\$ 157.74	\$ 320.26	
	6	TERPSTRA FARMS LTD	4-078-1	10	\$ 251.00	\$ 251.00	\$ 341.81	\$ 112.80	\$ 229.02	
13	1	HORST JAMES NORMAN	4-098	58	\$ 1,131.00	\$ 1,131.00	\$ 1,540.21	\$ 508.27	\$ 1,031.94	
	2	WYE CROSS HOLDINGS INC.	4-099	50	\$ 1,180.00	\$ 1,180.00	\$ 1,606.93	\$ 530.29	\$ 1,076.65	
	3	YAH'S BLESSINGS INC.	4-100	47	\$ 1,156.00	\$ 1,156.00	\$ 1,574.25	\$ 519.50	\$ 1,054.75	
	4	YAH'S DELIGHTS INC.	4-101	48	\$ 1,185.00	\$ 1,185.00	\$ 1,613.74	\$ 532.54	\$ 1,081.21	
	5	TERPSTRA FARMS LTD	4-102	75	\$ 1,862.00	\$ 1,862.00	\$ 2,535.69	\$ 836.78	\$ 1,698.91	
	6	NEW TEX FARMS LTD	4-103	45	\$ 1,129.00	\$ 1,129.00	\$ 1,537.48	\$ 507.37	\$ 1,030.11	
				Total	673	\$ 13,534.00	\$ 13,534.00	\$ 18,430.72	\$ 6,082.14	\$ 12,348.58



Scott Richardson
Drainage
Superintendent
Municipality of North
Perth

MUNICIPALITY OF NORTH PERTH

BY-LAW 94-2024

SODEN MUNICIPAL DRAIN

BEING a by-law to authorize Maintenance and Repair of a Municipal Drain under the provisions of the DRAINAGE ACT.

WHEREAS Council have received a notice for maintenance and repair of the Soden Municipal Drain.

AND WHEREAS this portion of the drain was last constructed or repaired according to the report prepared by K. Smart, Consulting Engineer and Planner dated October 29, 1976, and adopted under By-law No. 16-1977, Wallace Ward, being a current by-law.

AND WHEREAS Council wish to maintain and repair same without obtaining the report of an Engineer, in accordance with Section 74 of the Drainage Act, the cost of maintenance and repair of the Municipal Drains is to be at the expense of all upstream lands and roads in any way assessed for the construction or improvement of the drainage works and in the proportion determined by the then current by-law pertaining thereto,

AND WHEREAS the actual cost of the repair is \$37,466.28 and is assessed as per Schedule A attached as revised.

THEREFORE THE COUNCIL OF THE MUNICIPALTY OF NORTH PERTH, PURSUANT TO THE DRAINAGE ACT R.S.O. 1990, CHAPTER D. 17 ENACTS AS FOLLOWS:

1. The following maintenance, repair and minor improvement was completed in accordance therewith.
 - a) The Soden Municipal Drain cleanout was completed at CON 11 Lot 11 to CON 12 Lot 1, Wallace Ward, Municipality of North Perth.
2. The amount of \$37,466.28 be raised by this Municipality for such drainage work as a cash assessment upon lands and roads affect by the proposed drainage work provided and such sum shall be reduced by the amount of any grants received. If cash assessment are not paid, they shall be levied upon lands and roads as set forth in the Schedule to be collected in the same manner and at the same as other taxes are collected. All assessments are payable in the first year in which the assessment is imposed.

READ A FIRST AND SECOND TIME this 18th day of November 2024.

READ A THIRD AND FINAL TIME AND FINALLY PASSED this 18th day of November 2024.

TODD KASENBERG, MAYOR

LINDSAY CLINE, CLERK

**SCHEDULE OF ASSESSMENT
SODEN MUNICIPAL DRAIN (WALLACE)**

* = No Grant

Information updated from By-law No. 16-1977 of the Township of Wallace which adopted the report of K. Smart, Consulting Engineer and Planner dated October 29, 1976.

As provided by Section 74 of the Act only upstream lands and roads are assessed.

As provided in Section 85 of the Drainage Act, it is anticipated that a 1/3 grant will apply on assessments of all lands used for agricultural purposes as eligible according to a Farm Property Class tax rate confirmed by MPAC. Lands not used for agricultural purposes are marked thus.

Total Maint Cost \$ 37,466.28

Township of Minto				1976 Drain Report				2024 Maintenance		
Con	Lot	Roll No.	Name	Affected Area (ha.)	Benefit	Outlet	Total	Gross Maint Cost	1/3 Grant	Net Maint Cost
Roads	1/2 Highway 23			4	\$ 65.25	\$ 44.00	\$ 109.25	\$ 840.49		\$ 840.49
Township of Maryborough										
12	N 1/2 1			72		\$ 222.00	\$ 222.00	\$ 1,707.91	\$ 563.61	\$ 1,144.30
13	S 1/2 1			7		\$ 22.00	\$ 22.00	\$ 169.25	\$ 55.65	\$ 113.40
Roads	1/2 Maryborough-Wallace Townline			3.5		\$ 36.00	\$ 36.00	\$ 276.96		\$ 276.96
	Road Cons. 12 & 13			1	\$ 65.25	\$ 8.00	\$ 73.25	\$ 583.53		\$ 583.53
Township of Wallace										
12	S 1/2 1	314041000502400	PERWELL ACRES INC	21			\$ 8.00	\$ 61.55	\$ 20.31	\$ 41.24
*	S Pt N 1/2 1	314041000502500	WEBER LEON M	8			\$ 12.00	\$ 92.32		\$ 92.32
	N Pt 1	314041000502600	LUYMES MARK ANDREW	40			\$ 124.00	\$ 953.97	\$ 314.81	\$ 639.16
	S 1/2 2	314041000502400	PERWELL ACRES INC	21			\$ 8.00	\$ 61.55	\$ 20.31	\$ 41.24
	N 1/2 2	314041000502600	LUYMES MARK ANDREW	47			\$ 136.00	\$ 1,046.29	\$ 345.27	\$ 701.01
	3	314041000502700	STEGE CHRISTOPHER GERRIT	86			\$ 124.00	\$ 953.97	\$ 314.81	\$ 639.16
	N Pt 4	314041000502800	BEILKE WERNER	72			\$ 107.00	\$ 823.18	\$ 271.65	\$ 551.53
	S Pt 4	314041000503000	FOTHERINGHAM AGRA HOLDINGS	12			\$ 4.00	\$ 30.77	\$ 10.16	\$ 20.62
	5	314041000503000	FOTHERINGHAM AGRA HOLDINGS	95			\$ 130.00	\$ 1,000.13	\$ 330.04	\$ 670.08
	6	314041000503100	FOTHERINGHAM AGRA HOLDINGS	96			\$ 130.00	\$ 1,000.13	\$ 330.04	\$ 670.08
	7	314041000503200	FOTHERINGHAM AGRA HOLDINGS	100			\$ 137.00	\$ 1,053.98	\$ 347.81	\$ 706.17
	NE Pt 8	314041000503300	FOTHERINGHAM AGRA HOLDINGS	16			\$ 51.00	\$ 392.36	\$ 129.48	\$ 262.88
	Pt 8	314041000503300	FOTHERINGHAM AGRA HOLDINGS	84			\$ 75.00	\$ 577.00	\$ 190.41	\$ 386.59
	9	314041000503400	FOTHERINGHAM AGRA HOLDINGS	100			\$ 132.00	\$ 1,015.51	\$ 335.12	\$ 680.39
	10	314041000503500	FOTHERINGHAM AGRA HOLDINGS	99			\$ 72.00	\$ 553.92	\$ 182.79	\$ 371.12
	N Pt 11	314041000502000	BOWMAN KEITH	84			\$ 30.00	\$ 230.80	\$ 76.16	\$ 154.63
	N Pt 12	314041000502000	BOWMAN KEITH	33			\$ 12.00	\$ 92.32	\$ 30.47	\$ 61.85
13	S Pt Lot 3	314041000503800	FOTHERINGHAM AGRA HOLDINGS	6			\$ 81.00	\$ 623.16	\$ 205.64	\$ 417.51
	N Pt Lot 3	314041000504200	SHAW RUTH MARGARET	60			\$ 261.00	\$ 2,007.95		\$ 2,007.95
	N Pt Lot 4	314041000504300	WOOD PATRICK ADAM	54			\$ 246.00	\$ 1,892.55		\$ 1,892.55
	S Pt Lot 4	314041000503900	FOTHERINGHAM AGRA HOLDINGS	50			\$ 159.00	\$ 1,223.23	\$ 403.67	\$ 819.57
	5	314041000504500	PALMCREST FARMS LTD	48			\$ 152.00	\$ 1,169.38	\$ 385.89	\$ 783.48
	6	314041000504500	PALMCREST FARMS LTD	38			\$ 120.00	\$ 923.19	\$ 304.65	\$ 618.54
	7	314041000504600	DC FOTHERINGHAM HOLDINGS INC	34			\$ 108.00	\$ 830.87	\$ 274.19	\$ 556.69
	8	314041000504600	DC FOTHERINGHAM HOLDINGS INC	30			\$ 95.00	\$ 730.86	\$ 241.18	\$ 489.68
*	9 & 10	314041000504810	SIEBRING ROBERT JAN ANTON	24			\$ 76.00	\$ 584.69		\$ 584.69
Roads	1/2 Highway 23			4	\$ 46.50	\$ 36.00	\$ 82.50	\$ 4,777.39		\$ 4,777.39
	Road Cons. 12 & 13			13		\$ 95.00	\$ 95.00	\$ 5,501.22		\$ 5,501.22
	Road Lots 6 & 7			9		\$ 37.00	\$ 37.00	\$ 2,142.58		\$ 2,142.58
	1/2 Maryborough-Wallace Townline			35		\$ 27.00	\$ 27.00	\$ 1,563.51		\$ 1,563.51
Total				4	\$ 177.00	\$ 527.00	\$ 4,870.00	\$ 37,466.28	\$ 5,684.33	\$ 31,784.11

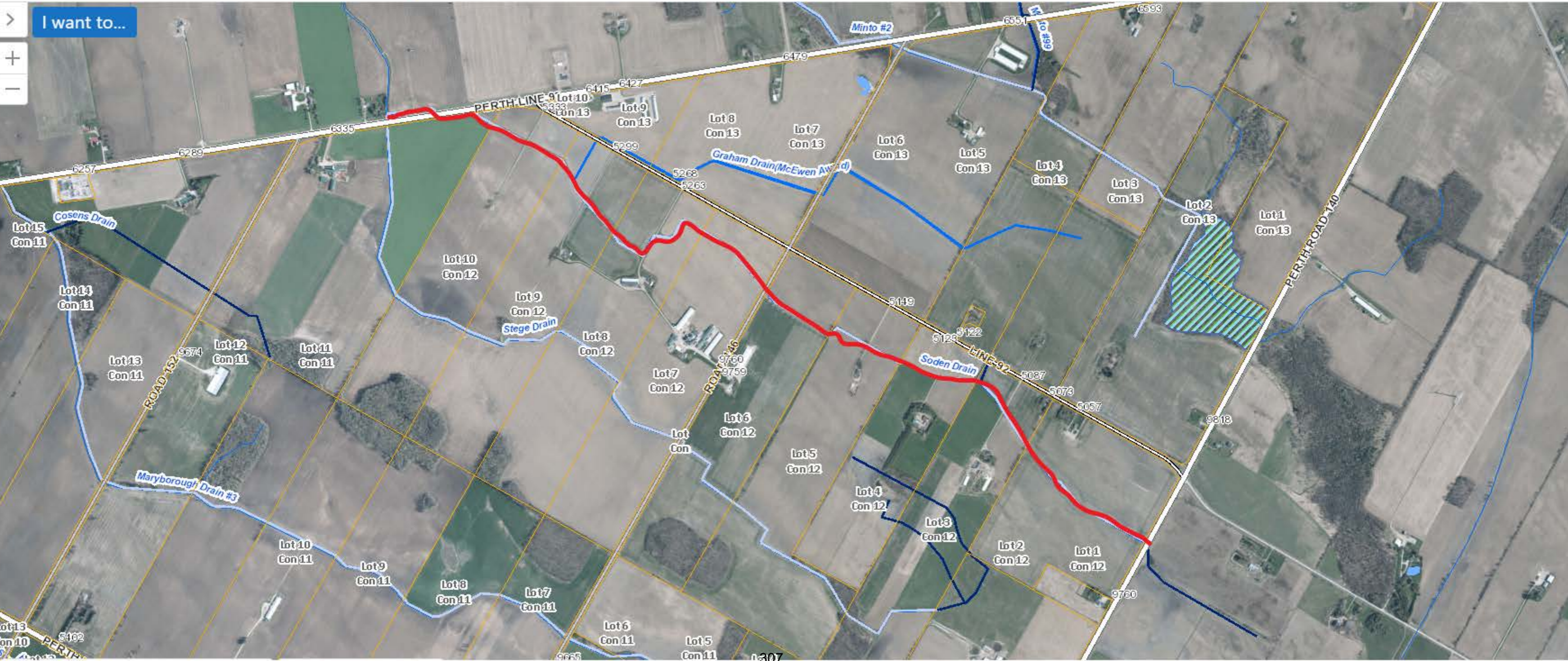


Scott Richardson
Drainage Superintendent
Municipality of North Perth



SODEN DRAIN MAINTENANCE

I want to...



MUNICIPALITY OF NORTH PERTH

BY-LAW 95-2024

STEGE MUNICIPAL DRAIN

BEING a by-law to authorize Maintenance and Repair of a Municipal Drain under the provisions of the DRAINAGE ACT.

WHEREAS Council have received a notice for maintenance and repair of the Stege Municipal Drain.

AND WHEREAS this portion of the drain was last constructed or repaired according to the report prepared by G. D. Gramsby, B. A. Sc., P. Eng., dated December 30, 1970, and adopted under By-law No. 1202, Wallace Ward, being a current by-law.

AND WHEREAS Council wish to maintain and repair same without obtaining the report of an Engineer, in accordance with Section 74 of the Drainage Act, the cost of maintenance and repair of the Municipal Drains is to be at the expense of all upstream lands and roads in any way assessed for the construction or improvement of the drainage works and in the proportion determined by the then current by-law pertaining thereto,

AND WHEREAS the actual cost of the repair is \$30, 246.40 and is assessed as per Schedule A attached as revised.

**THEREFORE THE COUNCIL OF THE MUNICIPALITY OF NORTH PERTH,
PURSUANT TO THE DRAINAGE ACT R.S.O. 1990, CHAPTER D. 17 ENACTS AS
FOLLOWS:**

1. The following maintenance, repair and minor improvement was completed in accordance therewith.
 - a) The Stege Municipal Drain cleanout was completed at CON 11 N Pt Lot 11 N Pt Lot; 12 to CON 12 Lot 5, Wallace Ward, Municipality of North Perth.
2. The amount of \$30, 246.40 be raised by this Municipality for such drainage work as a cash assessment upon lands and roads affect by the proposed drainage work provided and such sum shall be reduced by the amount of any grants received. If cash assessment are not paid, they shall be levied upon lands and roads as set forth in the Schedule to be collected in the same manner and at the same as other taxes are collected. All assessments are payable in the first year in which the assessment is imposed.

READ A FIRST AND SECOND TIME this 18th day of November 2024.

READ A THIRD AND FINAL TIME AND FINALLY PASSED this 18th day of November 2024.

TODD KASENBERG, MAYOR

LINDSAY CLINE, CLERK

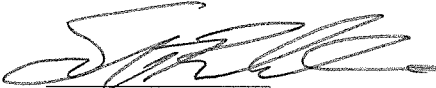
**SCHEDULE OF ASSESSMENT
STEGE MUNICIPAL DRAIN (WALLACE)**

Information updated from By-law No. 1202 of the Township of Wallace which adopted the report of G. D. Gamsby, B. A. Sc., P. Eng. Dated December 30, 1970

As provided by Section 74 of the Act only upstream lands and roads are assessed.

As provided in Section 85 of the Drainage Act, it is anticipated that a 1/3 grant will apply on assessments of all lands used for agricultural purposes as eligible according to a Farm Property Class tax rate confirmed by MPAC. Lands not used for agricultural purposes are marked thus.

Con	Lot	Roll No.	Name	1971 Drain Report			2024 Maintenance			Total Maint Cost \$ 30,246.40
				Affected Area (ac.)	Benefit	Outlet	Total	Gross Maint Cost	1/3 Grant	
11	N. Pt. 11	314041000501400	C&K FOTHERINGHAM ACRES INC	77	\$ 1,041.00		\$ 1,041.00	\$ 3,800.88	\$ 1,254.29	\$ 2,546.59
	N. Pt. 12	314041000501500	PALM CREEK FARMS INC	33	\$ 120.00		\$ 120.00	\$ 438.14	\$ 144.59	\$ 293.56
12	S. Pt. of NH1	314041000502500	WEBER LEON M	5		\$ 32.00	\$ 32.00	\$ 116.84	\$ 38.56	\$ 78.28
	S. H. 1	314041000502400	PERWELL ACRES INC	21		\$ 135.00	\$ 135.00	\$ 492.91	\$ 162.66	\$ 330.25
	S. H. 2	314041000502400	PERWELL ACRES INC	21		\$ 135.00	\$ 135.00	\$ 492.91	\$ 162.66	\$ 330.25
	N. H. 2	314041000502600	LUYMES MARK ANDREW	6		\$ 38.00	\$ 38.00	\$ 138.74	\$ 45.79	\$ 92.96
3		314041000502700	STEGE CHRISTOPHER GERRIT	53	\$ 641.00	\$ 302.00	\$ 943.00	\$ 3,443.07	\$ 1,136.21	\$ 2,306.85
	N. Pt. 4	314041000502800	BEILKE WERNER	43		\$ 192.00	\$ 192.00	\$ 701.03	\$ 231.34	\$ 469.69
	S. Pt. 4	314041000503000	FOTHERINGHAM AGRA HOLDINGS	12	\$ 343.00	\$ 61.00	\$ 404.00	\$ 1,475.08	\$ 486.78	\$ 988.30
	5	314041000503000	FOTHERINGHAM AGRA HOLDINGS	61	\$ 693.00	\$ 271.00	\$ 964.00	\$ 3,519.74	\$ 1,161.51	\$ 2,358.23
	6	314041000503100	FOTHERINGHAM AGRA HOLDINGS	62	\$ 594.00	\$ 236.00	\$ 830.00	\$ 3,030.48	\$ 1,000.06	\$ 2,030.42
	7	314041000503200	FOTHERINGHAM AGRA HOLDINGS	64	\$ 609.00	\$ 205.00	\$ 814.00	\$ 2,972.06	\$ 980.78	\$ 1,991.28
	8	314041000503300	FOTHERINGHAM AGRA HOLDINGS	68	\$ 601.00	\$ 173.00	\$ 774.00	\$ 2,826.02	\$ 932.59	\$ 1,893.43
	9	314041000503400	FOTHERINGHAM AGRA HOLDINGS	69	\$ 688.00	\$ 132.00	\$ 820.00	\$ 2,993.97	\$ 988.01	\$ 2,005.96
	10	314041000503500	FOTHERINGHAM AGRA HOLDINGS	74	\$ 725.00	\$ 71.00	\$ 796.00	\$ 2,906.34	\$ 959.09	\$ 1,947.25
Roads	County Rd. No. 3-9		Perth-Wellington County			\$ 19.00	\$ 19.00	\$ 69.37		\$ 69.37
	Sideroad 6-7		Twp of Wallace		\$ 146.00	\$ 45.00	\$ 191.00	\$ 697.38		\$ 697.38
	Highway No. 23		Dept. of Highways of Ontario		\$ 36.00		\$ 36.00	\$ 131.44		\$ 131.44
Total				669	\$ 6,237.00	\$ 2,047.00	\$ 8,284.00	\$ 30,246.40	\$ 9,684.91	\$ 20,561.49


Scott Richardson
 Drainage Superintendent
 Municipality of North Perth

STEGE DRAIN MAINTENANCE



THE MUNICIPALITY OF NORTH PERTH

BY-LAW NO. 101-2024

A BY-LAW TO AMEND BY-LAW 147-2022 WHICH APPOINTS PERSONS, INCLUDING COUNCIL MEMBERS TO VARIOUS BOARDS, COMMITTEES AND ASSOCIATIONS

THEREFORE The Council of the Municipality of North Perth enacts as follows:

THAT:

1. Schedule "A" of By-law 147-2022 be amended as follows:

Add:

GOVERNANCE REVIEW COMMITTEE

Lee Anne Andriessen	Council	November 14 th , 2026
Neil Anstett	Council	November 14 th , 2026
Sarah Blazek	Council	November 14 th , 2026
Dave Johnston	Council	November 14 th , 2026
Marc Noordam	Council	November 14 th , 2026

2. This By-law shall come into force and takes effect on November 18th, 2024.

PASSED this 18th day of November, 2024.

MAYOR Todd Kasenberg

CLERK Lindsay Cline

SCHEDULE "A"

NAME		TERM EXPIRES
<u>NORTH PERTH RECREATION ADVISORY COMMITTEE</u>		
Neil Anstett	Council	November 14 th , 2026
Sarah Blazek	Council	November 14 th , 2026
Trent Bowman		November 14 th , 2026
Wayne Donkersgoed		November 14 th , 2026
Kathy Gebhardt		November 14 th , 2026
Amanda Gebhardt		November 14 th , 2026
Maggie Kerr		November 14 th , 2026
Jerry Rozendal		November 14 th , 2026
Angela Stratton		November 14 th , 2026
<u>NORTH PERTH LIBRARY BOARD</u>		
Lee Anne Andriessen	Council	November 14 th , 2026
Matt Richardson	Council	November 14 th , 2026
Terry Ritchie		November 14 th , 2026
Bernice Weber Passchier		November 14 th , 2026
Raisa Abraham		November 14 th , 2026
Martin Shadwick		November 14 th , 2026
<u>COMMITTEE OF ADJUSTMENT</u>		
Duane Duck		November 14 th , 2026
Brad Gibson		November 14 th , 2026
William Earl Mayes		November 14 th , 2026
Bob McLean		November 14 th , 2026
Teresa O'Reilly		November 14 th , 2026
Bruce Wilken		November 14 th , 2026
<u>LISTOWEL BUSINESS IMPROVEMENT AREA (BIA)</u>		
Doug Kellum	Council	November 14 th , 2026
Ashton Romany	Treasurer	November 14 th , 2026
Matt Ash		November 14 th , 2026
David Dickey		November 14 th , 2026
Alana McEachern		November 14 th , 2026
Deborah Bigam-McNaughton		November 14 th , 2026
Sean Eaton		November 14 th , 2026
Scott Patterson		November 14 th , 2026
<u>ECONOMIC DEVELOPMENT ADVISORY COMMITTEE</u>		
Todd Kasenberg	Council	November 14 th , 2026
Neil Anstett	Council	November 14 th , 2026
Lee Anne Andriessen	Council	November 14 th , 2026
Andrew Coghlin		November 14 th , 2026
Alicia McClure		November 14 th , 2026
David Meulenstein		November 14 th , 2026
Tanya Terpstra		November 14 th , 2026
<u>NORTH PERTH CEMETERY BOARD</u>		
Miles Dadson		November 14 th , 2026
Joan Rutherford		November 14 th , 2026
Terry Seiler		November 14 th , 2026
Bruce Wilken		November 14 th , 2026
Glenna Zister		November 14 th , 2026
<u>PERTH COUNTY OPP POLICE SERVICES BOARD</u>		
Todd Kasenberg	Council	November 14 th , 2026
Juanita Kerr	Council	November 14 th , 2026

PROPERTY STANDARDS COMMITTEE

Elizabeth Golden		November 14 th , 2026
Russ Danbrook		November 14 th , 2026
Ken Lawrence		November 14 th , 2026
John McLeod		November 14 th , 2026
Teresa O'Reilly		November 14 th , 2026

LIVESTOCK INVESTIGATORS/FENCE VIEWERS

Doug Johnston		November 14 th , 2026
Jason Schneider		November 14 th , 2026

POUND KEEPERS

Elizabeth Johnston		November 14 th , 2026
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PERTH ADULT LIFE CARE RESIDENCES COMMITTEE

Sarah Blazek	Council	November 14 th , 2026
Bert Johnson		November 14 th , 2026
Carol Jones		November 14 th , 2026
Lois McLaughlin		November 14 th , 2026
Debb Ritchie		November 14 th , 2026
Diana Turney		November 14 th , 2026

NORTH PERTH FAMILY HEALTH TEAM BOARD

Todd Kasenberg	Council	November 14 th , 2026
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NORTH PERTH PHYSICIAN RECRUITMENT COMMITTEE

Doug Kellum	Council	November 14 th , 2026
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MAITLAND VALLEY CONSERVATION AUTHORITY

Matt Duncan	Council	November 14 th , 2026
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BLUEWATER RECYCLING ASSOCIATION

Allan Rothwell	Council	November 14 th , 2026
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MUNICIPAL DRAINS

Dave Johnston	Council	November 14 th , 2026
Marc Noordam	Council	November 14 th , 2026

COURT OF REVISION

Matt Duncan	Council	November 14 th , 2026
Dave Johnston	Council	November 14 th , 2026
Marc Noordam	Council	November 14 th , 2026
Matt Richardson	Council	November 14 th , 2026
Allan Rothwell	Council	November 14 th , 2026

DIVERSITY, EQUITY AND INCLUSION ADVISORY COMMITTEE

Sarah Blazek	Council	November 14 th , 2026
Tami Cressey		November 14 th , 2026
Connor Gadd		November 14 th , 2026
Derek Mendez		November 14 th , 2026
Ashok Purushothaman		November 14 th , 2026
Jodi Town		November 14 th , 2026
Vivian Ukaobasi		November 14 th , 2026
Haben Ogbatsion		November 14 th , 2026

AGRICULTURAL & AGRI-BUSINESS ADVISORY COMMITTEE

Marc Noordam	Council	November 14 th , 2026
Tina Beirnes		November 14 th , 2026
Ralph Coneybeare		November 14 th , 2026
Erin Doan		November 14 th , 2026
Cameron Lago		November 14 th , 2026
Hernando Restrepo		November 14 th , 2026
Christa Royce		November 14 th , 2026
Chelsea Steenberg		November 14 th , 2026
Keith Stoltz		November 14 th , 2026

GOVERNANCE REVIEW COMMITTEE

Lee Anne Andriessen
Neil Anstett
Sarah Blazek
Dave Johnston
Marc Noordam

Council
Council
Council
Council
Council

November 14th, 2026
November 14th, 2026
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THE MUNICIPALITY OF NORTH PERTH

BY-LAW 102-2024

**BEING A BY-LAW TO AUTHORIZE THE SIGNING OF AN EXTENSION AGREEMENT
WITH XPLORE INC.**

WHEREAS it is considered necessary and desirable to enter into an agreement with Xplore Inc. in consideration of the installation of an antenna on top of the Listowel Water Tower.

NOW THEREFORE the Council of the Municipality of North Perth enacts as follows:

1. The Mayor and Clerk are hereby authorized to sign an extension agreement on behalf of the Municipality of North Perth with Xplore Inc.
2. A copy of the said extension agreement is attached hereto and designated as Schedule "A" to this By-law.
3. This By-law shall come into force and takes effect on the final day of passing.

PASSED this 18th day of November, 2024.

Mayor

Clerk

Tower Site License Agreement

THIS AGREEMENT made in triplicate as of the _____ day of November 2024.

BETWEEN: The Municipality of North Perth,
330 Wallace Avenue North,
Listowel, Ontario
N4W 1L3

(hereinafter referred to as the "Licensor")

AND: Xplore Inc.
300 Lockhart Mill Road,
Woodstock NB
E7M 5C3

(hereinafter referred to as the "Licensee")

WHEREAS the Licensor is the owner of a water tower located on Elma Street in the Listowel Ward, Municipality of North Perth, County of Perth, in the Province of Ontario more commonly known by the Licensor as the "Listowel Water Tower".

(hereinafter referred to as the "Site")

AND WHEREAS the parties hereto have agreed to enter into these presents for the purposes of defining their respective rights, privileges and obligations with respect to the Site and the Tower upon the terms and conditions hereinafter set out:

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and the mutual covenants and obligations contained herein, it is agreed by and between the parties hereto as follows:

TERM

1. This agreement is for a term of Five (5) years commencing upon the expiration of the previous agreement.
2. The Licensor hereby grants to the Licensee the further option to renew this agreement for One (1) successive term of Five (5) years upon the same terms and conditions as herein contained, save and except the license fee and hydro fee.

LICENSE FEE

3. In consideration of the license herein granted, and without prior demand, the Licensee shall pay to the Licensor the amount of \$10,200.00, indexed annually by 2% starting in year two (2) of the agreement, payable at a rate of 1/12th the annual amount per month plus all applicable taxes without any deduction or set-off whatsoever, during the term of this agreement.
 - a. The Licensee will pay the Licensor \$425.00 per month to cover Hydro used plus applicable taxes. The Licensee, at their expense, may be permitted to install a check meter and shall pay the for hydro based on the amount consumed and shall pay its portion of fair property tax attributable to the Licensee's lease agreement. An annual adjustment to the hydro fee may occur.
4. Payment shall be made to the Licensor at the following address:

Municipality of North Perth,
330 Wallace Avenue North,

Listowel, Ontario N4W 1L3

Attention: Treasurer

LICENSE

5. the Licensor hereby grants to the Licensee a license to install and operate antennae and associated cables on the water tower and occupy space within the building to house a power supply and battery backup system. The Licensor also grants access to utilize electrical power for the equipment
6. The Licensee shall not assign, transfer or otherwise dispose of, or encumber the license granted herein in whole or in part without obtaining the prior written consent of the Licensor, which consent may not be unreasonably withheld.

ACCESS

7. The Licensor shall make available to the Licensee, its officers, employees and/or agents reasonable access to the Site for the purposes necessary for the reasonable exercise by the Licensee of the license granted herein. The Licensor will be compensated for water tower access outside of Municipality of North Perth regular working hours.
8. The Licensee shall provide the Licensor with a list of names of persons who will be attending on the Site on its behalf, whether as officer, employee, agent and/or invitee, and shall advise the Licensor in writing of any amendments that should, from time to time, be made to the said list.

OBLIGATIONS OF THE LICENSEE

9. The Licensee shall maintain its antennae, transmission lines, equipment and any other property which it may have upon the Site in a good and safe state of repair and in a clean and orderly condition and cooperate with the Licensor in preserving the Site and other facilities used in common in a clean and safe condition.
10. All equipment installations shall be approved by the Licensor. All elevated physical attachments shall be properly engineered for the proposed application. Documentation to this effect shall be submitted to the Licensor for approval prior to any installation taking place.
11. Only those licensed for work on elevated towers shall perform any installation, maintenance or alterations to elevated equipment as a result of this agreement. Proof of licenses must be provided by the Licensee prior to commencing work.
12. The Licensee shall in no way cause interference, disturbance, or inconvenience to the equipment of any current Licensee holding a valid agreement with the Municipality. The Municipality operates on a "first come, first served" basis. The Licensee shall submit documentation to the satisfaction of the Municipality proving that no interference with existing equipment will occur as a result of the installation allowed for under this agreement. Should it be found that the equipment installed by the Licensee is causing interference, disturbance, or inconvenience to any existing equipment; the Licensee shall immediately make alterations to correct this problem, or shall immediately remove the equipment, whereby the Municipality, notwithstanding section 15, shall have the right to terminate this agreement without further notice.

INDEMNIFICATION

13. The Licensee shall indemnify and save harmless the Licensor for any damage to the said Site, (including the said Tower and other structures and equipment thereon) occasioned by the Licensee's use thereof as permitted herein,

provided that the foregoing shall not apply where damage to the Site is caused concurrently by the Licensor to the Tower and/or other structures and/or equipment thereon. The Licensor shall indemnify and save harmless the Licensee for any damage to the equipment referred to in clause 6 herein caused by the Licensor and/or those for whom the Licensor is in law responsible. The Licensor further agrees to indemnify and save harmless the Licensee for any damage to the Site (including the said Tower and other structures and equipment thereon) occasioned by the Licensor and those for whom the Licensor is in law responsible.

INSURANCE

14. The Licensee shall take out and keep in force during the term of this license comprehensive property damage and public and general liability insurance for coverage of no less than Two Million (\$2,000,000) dollars per occurrence. Such insurance shall insure the Licensee from any and all claims made by third parties including the Licensor for damages for personal injury, including death and from claims for property damage, including loss of use, which may arise as a result of the Licensee's use of the Site. Certificates for each insurance policy shall forthwith upon executive of this license be delivered to the Licensor. This indemnity shall not apply when damage is caused by the Tower or by third parties.

TERMINATION

15. The Licensee shall have the right to terminate this Agreement upon one hundred eighty (180) days prior written notice to the Licensor without penalty or payment.

16. At the termination of this Agreement the Licensee will remove its equipment and shall be responsible for the repair of any damages caused to the building during the removal of the equipment.

NO TENANCY, AGENCY OR PARTNERSHIP CREATED

17. Nothing contained herein shall be deemed or construed by the parties as creating any relationship between the parties other than that of Licensor and Licensee.

NOTICE

18. Any notice which is required to be given under the terms of this agreement may be effectively given by the parties hereto if personally delivered or by mailing the same by prepaid registered mail directed to:

In the case of the Licensor to:

Municipality of North Perth
330 Wallace Avenue North
Listowel, Ontario
N4W 1L3

Attention: Manager of
Environmental Services

FAX Number: (519) 291-1804

In the case of the Licensee to:

Xplore Inc.
300 Lockhart Mill Road
Woodstock, NB
E7M 5C3

Attention: Network Real Estate

Email: vre@xplore.ca
FAX Number: (506) 324-6676

Any notice shall be deemed to be effectively given on the date of personal delivery or on the expiration of the fifth day following the day on which such mailed was affected, except in the case of postal interruption when personal service only shall be effective.

SUCCESSORS

19. This agreement and the covenants and obligations herein contained shall inure to the benefits of and be binding upon the Licensor, its successors and assigns and shall be binding upon the Licensee, its permitted successors and assigns.

GENERAL PROVISIONS

20. This agreement may only be amended in writing executed by both parties hereto and attached as an Addendum to an executed copy of this agreement.

21. The parties acknowledge that this agreement does not grant any interest, whether legal or equitable, to the Licensee in or to any real property of the Licensor.

22. This agreement shall be interpreted in accordance with the laws of the Province of Ontario.

IN WITNESS WHEREOF the parties have duly caused this agreement to be executed.

The Municipality of North Perth

Xplore Inc.

Per: _____
Mayor

Per: _____
Joel Smith
Director, Network Build
and Real Estate

Per: _____
Clerk

Per: _____

Date

Date

THE MUNICIPALITY OF NORTH PERTH

BY-LAW NO. 104-2024

BEING A BY-LAW TO EXEMPT FROM PART LOT CONTROL LOT 16, REGISTERED PLAN 161, LISTOWEL WARD IN THE MUNICIPALITY OF NORTH PERTH

WHEREAS subsection 50(7) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended (the "**Planning Act**"), provides that the council of a local municipality may, by by-law, provide that the part lot control provisions contained in subsection 50(5) of the *Planning Act* do not apply to the lands designated in the by-law;

AND WHEREAS the Council of the Municipality of North Perth deems it expedient and in the public interest that Lot 16, Registered Plan 161 (755 John Street) shown on reference plan 44R-5837 Pt 1 through 4, Listowel Ward, Municipality of North Perth in the County of Perth, be exempted from the part lot control provisions of the *Planning Act*;

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE MUNICIPALITY OF NORTH PERTH HEREBY ENACTS AS FOLLOWS:

1. THAT Lot 16, Registered Plan 161 (755 John Street) shown on reference plan 44R-5837 Pt 1 through 4, Listowel Ward, Municipality of North Perth are hereby exempted from the part lot control provisions contained in subsection 50(5) of the *Planning Act*, pursuant to subsection 50(7) of the *Planning Act*.
2. THAT this by-law shall be restricted in its application only to divide Parts 1 and 2 as cited in accordance with Plan 44R-5837 attached hereto and create the associated Parts 3 and 4 as cited in accordance with Plan 44R-5837 attached hereto;
3. THAT this by-law comes into force and effect when approved by The Corporation of the County of Perth, pursuant to subsection 50(7.1) of the *Planning Act*.
4. THAT this By-law shall be in effect for two years from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein without requiring the approval of the Corporation of the County of Perth.
5. THAT this by-law shall be registered on title to the Subject Property in the Land Registry Office for the County of Perth, pursuant to Section 50(28) of the *Planning Act*.

READ A FIRST AND SECOND TIME this 18th day of November, 2024.

READ A THIRD TIME AND FINALLY PASSED this 18th day of November, 2024.

MAYOR Todd Kasenberg

CLERK Lindsay Cline

THE MUNICIPALITY OF NORTH PERTH

BY-LAW NO. 105-2024

**BEING A BY-LAW TO CONFIRM GENERALLY PREVIOUS ACTIONS
OF THE COUNCIL OF THE MUNICIPALITY OF NORTH PERTH**

NOW THEREFORE the Council of the Municipality of North Perth enacts as follows:

1. The actions of the Council of the Municipality of North Perth at its meeting on November 18, 2024, be confirmed.
2. Execution by the Mayor and the Clerk of all Deeds, Instruments, and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal, to any such Deed, Instruments, or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and takes effect on the date of its passing.

PASSED this 18th day of November, 2024.

MAYOR TODD KASENBERG

CLERK LINDSAY CLINE