

**THE MUNICIPALITY OF NORTH PERTH  
COUNCIL AGENDA**



Date: February 24, 2025  
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](mailto: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.

<b>7.1</b>	<b>February 10, 2025 Regular Council Meeting Minutes</b>	<b>1</b>
<b>7.2</b>	<b>2024 Annual Drinking Water Reports</b>	<b>8</b>
<b>7.3</b>	<b>2024 Annual Wastewater Report</b>	<b>66</b>

7.4	October 7, 2025 Governance Review Committee Meeting Minutes	80
7.5	Municipality of Grey Highlands Resolution re: Rural Road Safety Program	83
7.6	Town of Fort Frances Resolution re: Sovereignty of Canada	85
7.7	Township of Uxbridge Resolution re: Implementation of "Buy Canadian" Policy	86
7.8	Perth County Update - November/December 2024	88
7.9	Maitland Valley Conservation Authority Membership Meeting Minutes - December 18, 2024	96
7.10	County of Wellington Notice of Open House and Public Meeting - OPA No. 126 - Urban Boundary Expansions	101
7.11	Peterborough County Resolution - Proposed U.S. Tariffs on Canadian Goods	103
7.12	Town of Niagara-on-the-Lake Resolution re: Redistribution of Provincial Land Transfer Tax and GST to Municipalities	106
7.13	Northumberland County Resolution re: Deposit Return Program	108
7.14	Town of Cobourg Resolution re: Municipal Restructuring Study	113
7.15	Town of Lincoln Resolution re: Redistribution of Provincial Land Transfer Tax and GST to Municipalities	123
7.16	Eastern Ontario Wardens' Caucus Resolution re: EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs	128
7.17	Town of Halton Hills Resolution re: Sovereignty of Canada	131
7.18	Perth County Joint Accessibility Advisory Committee Minutes - October 22, 2024	134
7.19	Q4 and Annual Summary of Building, Site Plan and Bylaw Activity	137

**8. PUBLIC MEETINGS/PUBLIC HEARINGS/DELEGATIONS**

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

<b>8.1</b>	<b>Delegation - Huron Perth Public Health - Social Connection and Health</b>	<b>145</b>
<b>8.2</b>	<b>Delegation - Scott Patterson, Patterson Planning Consultants Inc. - Agenda Item 9.1.1 Application for Consent File B50-24 by Brian and Angela McCracken</b>	
<b>8.3</b>	<b>Public Meeting to Consider Zoning By-law Amendment Z16-2024</b>	<b>158</b>
	The proposed amendment affects property legally described as Lot 131 and Lot 132, Plan 183, Listowel Ward, Municipality of North Perth (690 Wallace Avenue South).	
<b>8.4</b>	<b>Public Meeting to Consider Zoning By-law Amendment Z17-2024</b>	<b>171</b>
	The proposed amendment affects property legally described as Concession 3 Lot 49, Subject to HEPC Easement, Municipality of North Perth (8430 Road 175).	
<b>8.5</b>	<b>Public Meeting to Consider Zoning By-law Amendment Z19-2024</b>	<b>183</b>
	The proposed amendment affects property legally described as Concession 15, Lot 31, Municipality of North Perth (5250 Line 60).	
<b>8.6</b>	<b>Public Meeting to Consider Zoning By-law Amendment Z20-2024</b>	<b>193</b>
	The proposed amendment affects property legally described as Concession 2 N, Part Lot 13, Municipality of North Perth (5439 Line 87).	

## **9. REPORTS**

<b>9.1</b>	<b>Manager of Development &amp; Protective Services</b>	
9.1.1	Application for Consent File B50-24 by Brian and Angela McCracken	203
9.1.2	Application for Consent File B55-24 by Joda-Run Farms	216
9.1.3	Application for Consent File B56-24 by Berlett Farms	224
<b>9.2</b>	<b>Manager of Operations</b>	
9.2.1	Award of Request for Proposal NP-0002-25T – Engineering Services Roster	232
<b>9.3</b>	<b>Manager of Environmental Services</b>	
9.3.1	Single Source Agreement(s) with Environmental Services	236

**Engineers for the categories of Landfill, Drinking Water Systems  
and Wastewater Systems**

10.	COUNCIL REPORT REQUESTS	
11.	CORRESPONDENCE	
11.1	Listowel Kinsmen - Paddyfest Parade Approval	239
11.2	Listowel Kinsmen - Paddyfest Noise By-law Request	240
12.	BY-LAWS	
12.1	12-2025 Zoning By-law Amendment Z16-2024 (Berfelz)	241
12.2	13-2025 Zoning By-law Amendment Z17-2024 (Etterlin)	245
12.3	5-2025 Silver Corners Municipal Drain - Tanda Realignment (Third Reading)	248
13.	NOTICE OF MOTION	
14.	ANNOUNCEMENTS	
15.	CLOSED SESSION MEETING	
	In accordance with Section 239 (2)(c) of the <i>Municipal Act</i> , a Closed Session pertaining to:	
	<ul style="list-style-type: none"><li>a proposed or pending acquisition or disposition of land by the municipality or local board; <b>regarding property described as PLAN 411 BLKS A AND B PLAN;448 PT LOT 5 RP 44R1005 PART;1.</b></li></ul>	
16.	REPORTING OUT	
17.	CONFIRMATORY BY-LAW	
17.1	20-2025 Confirmatory By-law	258
18.	ADJOURNMENT	

**Regular Council Meeting – February 10, 2025**  
**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  
                                 Jeff Newell Manager of Facilities  
                                 Lindsay Cline Clerk/Legislative Services Supervisor  
                                 Kimberley Kowch Economic Development Officer  
                                 Sarah Carter Deputy Clerk/Committee Coordinator  
                                 Simon Deweerd Technology Services Technician

Others Present         Moira Davidson, Perth County Senior Policy Planner

**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.”

**4. COUNCIL RECOGNITIONS**

**5. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

There were no disclosures.

**6. CONFIRMATION OF THE AGENDA**

**Resolution No. 14.02.25**

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

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

**CARRIED**

**7. CONSENT AGENDA**

7.1 January 6, 2025 Regular Council Meeting Minutes

7.2 North Perth Economic Development Advisory Committee Meeting Minutes - November 6, 2024

7.3 Perth Adult Life Care Residences Committee Meeting Minutes - November 6, 2024

- 7.4 North Perth Public Library Board Meeting Minutes - November 12, 2024
- 7.5 Perth County November 2024 Forestry Inspector's Report
- 7.6 Perth County Federation of Agriculture re: Kite Fighting
- 7.7 Bluewater Recycling Association Board of Directors Meeting Highlights - January 16, 2025
- 7.8 Listowel Wingham Hospitals Alliance re: Physician Recruitment and Housing
- 7.9 Maitland Valley Conservation Authority re: 2025 Draft Work Plan and Budget
- 7.10 Town of Plympton-Wyoming Resolution re: Property Tax Implications Related to Non-Market Valuation of Electricity Industry Properties
- 7.11 Town of Plympton-Wyoming Resolution re: Improvements to Catch and Release System
- 7.12 Town of Aylmer Resolution re: Opposition to Provincial Legislation on Cycling Lanes and Support for Municipal Authority in Transportation Planning
- 7.13 City of Peterborough Resolution re: Bill 242, Safer Municipalities Act, 2024
- 7.14 Township of Brudenell, Lyndoch and Raglan Resolution re: Child Welfare Funding
- 7.15 Town of Brudenell, Lyndoch and Raglan Resolution re: Redistribution of the Provincial Land Transfer Tax and GST to Municipalities
- 7.16 City of Woodstock re: Sustainable Funding for Child Welfare Agencies
- 7.17 County of Frotenac Resolution re: Increasing the Maximum Annual Tile Drain Loan Limit to a Minimum of \$250,000
- 7.18 Township of Woolwich Resolution re: Election Advocacy and Preparation
- 7.19 Township of Puslinch Resolution re: TAPMO Letter regarding Pre Budget Announcement
- 7.20 Municipality of St. Charles Resolution re: Establishment of an Ontario Rural Road Safety Program
- 7.21 Northumberland County Resolution re: Establishment of an Ontario Rural Road Safety Program
- 7.22 Northumberland County Resolution re: Protection of Agricultural Lands and Sustainable Development
- 7.23 City of Toronto Resolution re: Declaring Toronto a Paid-Plasma-Free Zone
- 7.24 Corporate Strategic Plan 2024 Progress Report
- 7.25 Perth County Resolution re: Perth County Federation of Agriculture Kite Fighting Concerns
- 7.26 Community Living North Perth Press Release - Severe Funding Shortfalls Impacting People with Developmental Disabilities
- 7.27 AMDSB Board Meeting Highlights - January 28, 2025
- 7.28 Perth County Update - November/December 2024
- 7.29 Lisa M. Thompson, Minister of Rural Affairs re: Rural Road Safety Program

**Resolution No. 15.02.25**

**Moved By** Dave Johnston **Seconded By** Marc Noordam

THAT: The Council of the Municipality of North Perth directs staff to bring forward a report in response to Consent Agenda item 7.6 from the Perth County Federation of Agriculture including implications of kite fighting and recommended enforcement strategies

**CARRIED**

**Resolution No. 16.02.25**

**Moved By** Allan Rothwell **Seconded By** Doug Kellum

THAT: The Council of the Municipality of North Perth directs staff to prepare a staff report in response to Consent Agenda Item 7.8 from the Listowel Wingham Hospitals Alliance regarding physician recruitment and housing.

**CARRIED**

**Resolution No. 17.02.25**

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

THAT: The Council of the Municipality of North Perth supports Consent Agenda Item 7.26 from Community Living North Perth and that the proposed actions including in the media release be taken.

**CARRIED**

**Resolution No. 18.02.25**

**Moved By** Lee Anne Andriessen **Seconded By** Sarah Blazek

THAT: Consent Items 7.1 to 7.29 be received for information and the minutes of the January 6, 2025 Regular Council Meeting be adopted.

**CARRIED**

**8. PUBLIC MEETINGS/PUBLIC HEARINGS/DELEGATIONS**

**9. REPORTS**

9.1 Manager of Development & Protective Services

9.1.1 Presentation - Perth County Planning North Perth Council Update

Moira Davidson, Perth County Senior Policy Planner provided a summary of the report.

9.2 Manager of Facilities

9.2.1 Walking Track Hours – Steve Kerr Memorial Complex

**Resolution No. 19.02.25**

**Moved By** Dave Johnston **Seconded By** Lee Anne Andriessen

THAT: The Council of the Municipality of North Perth continues with the current walking track schedule at the Steve Kerr Memorial Complex.

**CARRIED**

9.2.2 Award of Request for Tender NP-0001-25T - Turf Maintenance Services

**Resolution No. 20.02.25**

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

THAT: The Council of the Municipality of North Perth Awards Request for Tender NP-0001-25T - Turf Maintenance Services contract to Fletchers Landscaping Inc., of Listowel, ON for quoted Cost/Cut by Locations with firm pricing for an initial three (3) year contract term from 2025 to 2027.

**CARRIED**

9.2.3 Memorial Arena Park '59 Commemoration -Temporary Road Closure

**Resolution No. 21.02.25**

**Moved By** Sarah Blazek **Seconded By** Allan Rothwell

THAT: The Council of the Municipality of North Perth directs staff to temporarily close Maitland Avenue and Palace Street at the entrance points of the Memorial Arena Park '59 on February 28, 2025, from 8:00am to 10:30am.

**CARRIED**

9.3 Manager of Corporate Services

9.3.1 01-2025 Appointment to Boards and Committees Policy

**Resolution No. 22.02.25**

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

THAT: The Council of the Municipality of North Perth adopts policy *01-2025 Appointments to Boards and Committees Policy*, dated February 10, 2025.

**CARRIED**

9.4 Manager of Strategic Initiatives

9.4.1 Downtown Areas Community Improvement Plan (CIP) Extension

**Resolution No. 23.02.25**

**Moved By** Allan Rothwell **Seconded By** Lee Anne Andriessen

THAT: The Council of the Municipality of North Perth approves the extension of the implementation period of the North Perth Downtown Areas Community Improvement Plan to January 31, 2028.

**CARRIED**

Council recessed from 8:38 - 8:45 p.m.

9.5 CAO

9.5.1 West Development Plan – Conceptual Plan

**Resolution No. 24.02.25**

**Moved By** Matt Richardson **Seconded By** Dave Johnston



THAT: The Council of the Municipality of North Perth receives the conceptual plans for the West Development Plan as presented;

AND THAT: Council authorizes staff to proceed with the planning application process as per the conceptual plans dated November 28, 2024.

**CARRIED**

**10. COUNCIL REPORT REQUESTS**

**11. CORRESPONDENCE**

**12. BY-LAWS**

12.1 7-2025 Assumption of Services - Lone Oak Subdivision - McCourt Place

12.2 8-2025 2026 Municipal Election - Authorize Use of Vote Tabulators

12.3 9-2025 Boundary Road Renewal Agreement

12.4 10-2025 Board and Committee Procedure By-law

12.5 11-2025 Zoning By-law Amendment Z15-2023 (Makem Developments)

12.6 15-2025 Repeal By-law 34-2017

12.7 16-2025 Appointment By-law - Sadjad Sarhadi

12.8 17-2023 Extension Agreement with FAB Broadcasting Inc.

12.9 18-2025 Assumption of Services - Wellington Estates Phase 3

12.10 73-2024 Marks Municipal Drain (Third Reading)

**Resolution No. 25.02.25**

**Moved By** Matt Duncan **Seconded By** Neil Anstett

THAT: The following By-laws are hereby passed:

- 7-2025, being a by-law to assume the services for the Lone Oak - Danbrook Subdivision (McCourt Place);
- 8-2025, being a by-law to authorize the use of vote tabulators for the 2026 Municipal Election;
- 9-2025, being a by-law to authorize the signing of a boundary road renewal agreement with the Municipality of Perth East;
- 10-2025, being a by-law to adopt a Board and Committee procedure by-law;
- 11-2025, being a by-law to amend Zoning By-law No. 6-ZB-1999, as amended;
- 15-2025, being a by-law to repeal By-law No. 34-2017;
- 16-2025, being a by-law to appoint a Building Inspector, Zoning Administrator, By-law Enforcement Officer, Property Standards Officers, Plumbing Inspector and Sewage System Inspector, as amended;
- 17-2025, being a by-law to authorize the signing of an extension agreement with FAB Broadcasting Inc.;

- 18-2025, being a by-law to assume the services for Wellington Estates - Phase 3;

AND THAT: By-law 73-2024, being a by-law to provide for a drainage works in the Municipality of North Perth, be read a third time and be finally passed.

**CARRIED**

**13. NOTICE OF MOTION**

**14. ANNOUNCEMENTS**

Mayor Kasenberg advised that there is a Municipal team registered for the Coldest Night of the Year on February 22nd [cnoy.org](http://cnoy.org) for more information.

**15. CLOSED SESSION MEETING**

**Resolution No. 26.02.25**

**Moved By** Marc Noordam **Seconded By** Dave Johnston

THAT: Council proceeds "In Camera" at 9:06 p.m. to address a matter pertaining to the following:

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; **regarding Soden Drain.**

**CARRIED**

**Resolution No. 28.02.25**

**Moved By** Doug Kellum **Seconded By** Allan Rothwell

THAT: The "In Camera" session is now adjourned at 9:14 p.m. and that Council reconvenes into regular open Council.

**CARRIED**

**16. REPORTING OUT**

Mayor Kasenberg advised that Council discussed the matter identified in the enabling resolution. No further staff direction was given, and the matter will remain confidential at this time.

**17. CONFIRMATORY BY-LAW**

**17.1 14-2025 Confirmatory By-law**

**Resolution No. 29.02.25**

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

THAT: By-law 14-2025, being a by-law to confirm generally previous actions of the Council of the Municipality of North Perth, is hereby passed.

**CARRIED**

**18. ADJOURNMENT**

**Resolution No. 30.02.25**

**Regular Council Meeting – February 10, 2025  
Municipality of North Perth Council Chambers**

---

**Moved By** Dave Johnston **Seconded By** Sarah Blazek

THAT: The Council meeting adjourns at 9:17 p.m. to meet again for general Council business on Monday, February 24, 2025 at 7:00 p.m.

**CARRIED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



## INFORMATION REPORT

---

**From:** Mark Hackett, Manager of Environmental Services  
**Date:** Monday, February-24-25  
**Subject:** 2024 Annual Drinking Water Reports

---

### Background:

Ontario Regulation 170/03 requires a Summary Report for each of our municipal water systems to be submitted to municipal council not later than March 31 of each year. The Summary Reports outline any non-compliance issues experienced during the reporting period and also provide a summary of water quantities produced for consumption for each individual well system.

Also, on an annual basis we are also required to complete an Annual Report for each of our municipal water systems by February 28. The Annual Reports provide detailed information for all testing and monitoring performed in each water system during the reporting period, as well as information regarding any significant expenses incurred for maintenance or replacement of equipment.

### Comments:

The Annual Reports and Summary Reports have been combined into a single Annual Drinking Water Report for each system.

The reports will be posted on our municipal website for the public to view.

### Financial Implications: *(Include amounts and funding source)*

N/A

### Reference Material Attached:

- 2024 Annual Atwood Drinking Water Report
- 2024 Annual Gowanstown Drinking Water Report
- 2024 Annual Listowel Drinking Water Report
- 2024 Annual Molesworth Drinking Water Report

This document is available in alternate formats, upon request.

**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**  
**Tuesday, February-18-25**

Mark Hackett, Manager of Environmental Services

---

# GOWANSTOWN DRINKING WATER SYSTEM

---

2024 ANNUAL  
SUMMARY REPORT

---

Municipality of North Perth

---



## Introduction

The treatment and delivery of potable water in Ontario is regulated by the Ministry of the Environment, Conservation and Parks (MECP) under the Safe Drinking Water Act. On June 1, 2003, O. Reg. 170/03 came into effect which prescribes requirements for owners and operators of municipal drinking water systems.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Schedule 11. The Report must include the following:

- A description of the drinking water system including a list of the water treatment chemicals used;
- A summary of any adverse test results or observations and corrective actions;
- A summary of all required test results;
- A description of any major expenses incurred to install, repair, or replace equipment.

Every time an Annual Report is prepared the owner of the system shall ensure that effective steps are taken to advise users of water from the system that copies of the report are available, without charge, and how a copy may be obtained.

The Regulation also requires the owner to produce a Summary Report as indicated in Schedule 22.

- The report must list the requirements of the Act, its Regulations, the system's Drinking Water Works Permit, Municipal Drinking Water Licence, and any orders the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.
- To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.
  - A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and maximum daily flows;
  - A comparison of the summary to the rated capacity and flow rates approved in the system's Permit to Take Water, Drinking Water Works Permit and Municipal Drinking Water Licence.



**Part 1 - ANNUAL REPORT (as required by O. Reg. 170/03, Section 11)**

<b>Drinking-Water System Number:</b>	220003975
<b>Drinking-Water System Name:</b>	Gowanstown Subdivision Drinking Water System
<b>Drinking-Water System Owner:</b>	Municipality of North Perth
<b>Drinking-Water System Category:</b>	Small Municipal Residential
<b>Municipal Drinking Water Licence</b>	091-102 (Issue #4)
<b>Drinking Water Works Permit</b>	091-202 (Issue #4)
<b>Period being reported:</b>	January 1 to December 31, 2024

Complete if your Category is Large Municipal Residential or Small Municipal Residential	Complete for all other Categories
<p><i>Does your Drinking-Water System serve more than 10,000 people?</i></p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><i>Number of Designated Facilities served: 0</i></p>
<p><i>Is your annual report available to the public at no charge on a web site on the Internet?</i></p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><i>Did you provide a copy of your annual report to all Designated Facilities you serve?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><i>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</i></p> <p>Municipal Office and Municipality of North Perth Website</p>	<p><i>Number of Interested Authorities you report to: 0</i></p> <p><i>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:	
Drinking Water System Name	Drinking Water System Number
N/A	





<b>Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?</b>
N/A

<b>Indicate how you notified system users that your annual report is available and is free of charge.</b>		
<input checked="" type="checkbox"/> Public access/notice via the web	<input checked="" type="checkbox"/> Public access/notice via Government Office	<input type="checkbox"/> Public access/notice via a newspaper
<input checked="" type="checkbox"/> Public access/notice via Public Request	<input type="checkbox"/> Public access/notice via a Public Library	<input type="checkbox"/> Public access/notice via Other Method _____

<b>Describe your Drinking Water System</b>
<p>The Gowanstown Subdivision Drinking Water System consists of one ground water well housed in a concrete block building located west of Maple Lane. Two 454-liter pre-charged pressure tanks provide pressure to the distribution system when the well pump is not operating. Predetermined pressure set points automatically start and stop the well pumps. Two chemical feed pumps operate with the well pump on a rotating duty basis, automatically adding predetermined quantities of sodium hypochlorite. A third pump adds sodium silicate to the water.</p> <p>The first chemical added is sodium hypochlorite (liquid chlorine). It is used to kill any disease-causing organisms (disinfect) that may be present in the water. It is important to add enough of this chemical to maintain a free chlorine residual throughout the water distribution system. A chlorine analyzer has been installed to ensure a sufficient residual is maintained in the water entering the distribution. The second chemical added is sodium silicate. It is used as a sequestering agent to prevent iron from oxidizing thereby minimizing the rust formation in the water.</p>

<b>List all water treatment chemicals used over this reporting period</b>
<ul style="list-style-type: none"> <li>• Liquid Chlorine 12% - NSF certified</li> <li>• Sodium Silicate - NSF certified</li> </ul>



**Please provide a brief description and a breakdown of monetary expenses incurred**

No significant monetary expenses incurred in 2024.

**Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre**

Incident Date	Parameter	Result	Corrective Action Date	Corrective Action
Nov 13/24	Arsenic	91.0	Nov 14/24	Resampled and retested as required. Result was 9.0 which is comparable to historical averages

**Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period**

	Number of Samples	Range of E. Coli Results (Min-Max)	Range of Total Coliform Results (Min-Max)	Number of HPC Samples	Range of HPC Results (Min-Max)
Raw	12	0-0	0-0	N/A	N/A
Treated	N/A	N/A	N/A	N/A	N/A
Distribution	13	0-0	0-0	12	0-2



<b>Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report</b>			
	<b>Number of Samples</b>	<b>Range of Results (Min-Max)</b>	<b>Units</b>
Raw Turbidity – grab sample	12	0.25 – 0.55	NTU
Treated Turbidity – grab sample	12	0.30 – 0.65	NTU
Free Chlorine Residual – continuous monitor at well house	8,760	0.0* - 5.05*	mg/L
Free Chlorine Residual – grab sample in distribution system	15	1.38 – 1.57	mg/L

\*Value due to operational maintenance

<b>Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument</b>				
<b>Date of legal instrument issued</b>	<b>Parameter</b>	<b>Date Sampled</b>	<b>Result</b>	<b>Unit of Measure</b>
N/A				

<b>Additional water information</b>
N/A



## Inorganic Testing

Summary of Inorganic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	Aug 15/23	ND	µg/L	No
Arsenic – Q1	Feb 12/24	9.4	µg/L	No
Arsenic – Q2	May 13/24	9.3	µg/L	No
Arsenic – Q3	Aug 12/24	9.2	µg/L	No
Arsenic – Q4	Nov 11/24	91.0	µg/L	Yes
Arsenic – Q4 Retest	Nov 13/24	9.0	µg/L	No
Barium	Aug 15/23	53	µg/L	No
Boron	Aug 15/23	ND	µg/L	No
Cadmium	Aug 15/23	ND	µg/L	No
Chromium	Aug 15/23	ND	µg/L	No
Mercury	Aug 15/23	ND	µg/L	No
Selenium	Aug 15/23	ND	µg/L	No
Sodium	Aug 15/23	14.9	mg/L	No
Uranium	Aug 15/23	ND	µg/L	No
Fluoride	Aug 15/23	0.501	mg/L	No
Nitrite – Q1	Feb 12/24	ND	mg/L	No
Nitrite – Q2	May 13/24	ND	mg/L	No
Nitrite – Q3	Aug 12/24	ND	mg/L	No
Nitrite – Q4	Nov 11/24	ND	mg/L	No
Nitrate – Q1	Feb 12/24	ND	mg/L	No
Nitrate – Q2	May 13/24	ND	mg/L	No
Nitrate – Q3	Aug 12/24	ND	mg/L	No
Nitrate – Q4	Nov 11/24	ND	mg/L	No

ND = Not detected



### Lead Testing Results

Summary of Lead Results during this reporting period (Winter: Dec 15 – April 15; Summer: June 15 - Oct 15)					
Sampling Period	Location	pH	Alkalinity (mg/L)	Lead (ug/L)	Exceedance
Feb 12/2024	Blow off – Maple Lane	8.58	223	N/A	No
Aug 12/2024	Blow off – Maple Lane	7.17	222	N/A	No

Gowanstown qualified for reduced Lead sampling in 2024

### Organic Testing

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	Aug 15/23	ND	µg/L	No
Atrazine + N-dealkylated metabolites	Aug 15/23	ND	µg/L	No
Azinphos-methyl	Aug 15/23	ND	µg/L	No
Benzene	Aug 15/23	ND	µg/L	No
Benzo(a)pyrene	Aug 15/23	ND	µg/L	No
Bromoxynil	Aug 15/23	ND	µg/L	No
Carbaryl	Aug 15/23	ND	µg/L	No
Carbofuran	Aug 15/23	ND	µg/L	No
Carbon Tetrachloride	Aug 15/23	ND	µg/L	No
Chlorpyrifos	Aug 15/23	ND	µg/L	No
Diazinon	Aug 15/23	ND	µg/L	No
Dicamba	Aug 15/23	ND	µg/L	No
1,2-Dichlorobenzene	Aug 15/23	ND	µg/L	No
1,4-Dichlorobenzene	Aug 15/23	ND	µg/L	No
1,2-Dichloroethane	Aug 15/23	ND	µg/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug 15/23	ND	µg/L	No
Dichloromethane	Aug 15/23	ND	µg/L	No
2-4 Dichlorophenol	Aug 15/23	ND	µg/L	No



<b>Summary of Organic parameters tested during this reporting period or the most recent sample results</b>				
2,4-Dichlorophenoxy acetic acid (2,4-D)	Aug 15/23	ND	µg/L	No
Diclofop-methyl	Aug 15/23	ND	µg/L	No
Dimethoate	Aug 15/23	ND	µg/L	No
Diquat	Aug 15/23	ND	µg/L	No
Diuron	Aug 15/23	ND	µg/L	No
Glyphosate	Aug 15/23	ND	µg/L	No
HAA (running annual average)	2023	8.13	µg/L	No
Malathion	Aug 15/23	ND	µg/L	No
Metolachlor	Aug 15/23	ND	µg/L	No
Metribuzin	Aug 15/23	ND	µg/L	No
Monochlorobenzene	Aug 15/23	ND	µg/L	No
Paraquat	Aug 15/23	ND	µg/L	No
Pentachlorophenol	Aug 15/23	ND	µg/L	No
Phorate	Aug 15/23	ND	µg/L	No
Picloram	Aug 15/23	ND	µg/L	No
Polychlorinated Biphenyls(PCB)	Aug 15/23	ND	µg/L	No
Prometryne	Aug 15/23	ND	µg/L	No
Simazine	Aug 15/23	ND	µg/L	No
THM (running annual average)	2024	15.4	µg/L	No
Terbufos	Aug 15/23	ND	µg/L	No
Tetrachloroethylene	Aug 15/23	ND	µg/L	No
2,3,4,6-Tetrachlorophenol	Aug 15/23	ND	µg/L	No
Triallate	Aug 15/23	ND	µg/L	No
Trichloroethylene	Aug 15/23	ND	µg/L	No
2,4,6-Trichlorophenol	Aug 15/23	ND	µg/L	No
Trifluralin	Aug 15/23	ND	µg/L	No
Vinyl Chloride	Aug 15/23	ND	µg/L	No
2 methyl-4-chlorophenoxyacetic acid (MCPA) Reported as MCPA on analysis	Aug 15/23	ND	µg/L	No

\*ND = Not detected



Gowanstown Drinking Water System  
2024 Annual and Summary Report

<b>List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.</b>				
<b>Parameter</b>	<b>Sample Date</b>	<b>Result Value</b>	<b>Unit of Measure</b>	<b>ODWS Standard</b>
Arsenic – Q1	Feb 12/24	8.5	µg/L	10
Arsenic – Q2	May 13/24	8.9	µg/L	10
Arsenic – Q3	Aug 12/24	9.0	µg/L	10
Arsenic – Q4	Nov 11/24	91.2	µg/L	10
Arsenic – Q4 Retest	Nov 13/24	9.0	µg/L	10



**Part 2 – SUMMARY REPORT (as required by O. Reg. 170/03, Schedule 22)**

Non-Compliance with Legislations, Regulations, Approvals & Orders		
<p>The Gowanstown Drinking Water System is governed by, and must operate in accordance with, the following Acts and Regulations:</p> <ul style="list-style-type: none"> <li>• Safe Drinking Water Act 2002;               <ul style="list-style-type: none"> <li>○ O. Reg 128/04 – Certification of Drinking Water System Operators</li> <li>○ O. Reg 170/03 – Drinking Water Systems</li> <li>○ O. Reg 169/03 – Ontario Drinking Water Quality Standards</li> </ul> </li> <li>• Environmental Protection Act, where applicable;</li> <li>• Clean Water Act, where applicable;</li> </ul> <p>During this period, the Facility was operated in full compliance with the Act, the regulations and the Facility’s license and permit save and except for the following:</p>		
Requirement	Duration of Failure	Measures to Correct the Failure
<p>There were no non-compliances in 2024.</p>		





### System Capability

Month	Average Flow (m <sup>3</sup> /d)	Maximum Flow (m <sup>3</sup> /d)	Total Monthly Flow (m <sup>3</sup> /d)	Maximum Flow Rate (L/min)	System Capacity
January	7.98	12.88	247.33	74	71.0 m <sup>3</sup> /day
February	8.96	13.88	259.78	75	
March	8.58	13.63	265.83	76	
April	9.74	26.33	292.30	75	
May	9.23	19.74	286.01	75	
June	8.85	11.01	265.35	76	
July	9.48	18.56	293.81	76	
August	9.82	15.84	304.51	76	
September	10.07	17.02	302.10	76	
October	9.44	12.69	292.63	76	
November	9.41	13.16	282.22	76	
December	9.84	11.95	305.00	80	
Average	9.28		283.07	75.92	
Maximum		26.33	305.001	80	
% of Capacity	13.07	37.08			

---

# ATWOOD DRINKING WATER SYSTEM

---

2024 ANNUAL  
SUMMARY REPORT

---

Municipality of North Perth

---



## Introduction

The treatment and delivery of potable water in Ontario is regulated by the Ministry of the Environment, Conservation and Parks (MECP) under the Safe Drinking Water Act. On June 1, 2003, O. Reg. 170/03 came into effect which prescribes requirements for owners and operators of municipal drinking water systems.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Schedule 11. The Report must include the following:

- A description of the drinking water system including a list of the water treatment chemicals used;
- A summary of any adverse test results or observations and corrective actions;
- A summary of all required test results;
- A description of any major expenses incurred to install, repair or replace equipment.

Every time an Annual Report is prepared the owner of the system shall ensure that effective steps are taken to advise users of water from the system that copies of the report are available, without charge, and how a copy may be obtained.

The Regulation also requires the owner to produce a Summary Report as indicated in Schedule 22.

- The report must list the requirements of the Act, its Regulations, the system's Drinking Water Works Permit, Municipal Drinking Water License, and any orders the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.
- To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.
  - A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and maximum daily flows;
  - A comparison of the summary to the rated capacity and flow rates approved in the system's Permit To Take Water, Drinking Water Works Permit and Municipal Drinking Water License.



**Part 1 - ANNUAL REPORT (as required by O. Reg. 170/03, Section 11)**

<b>Drinking-Water System Number:</b>	220065260
<b>Drinking-Water System Name:</b>	Atwood Drinking Water System
<b>Drinking-Water System Owner:</b>	Municipality of North Perth
<b>Drinking-Water System Category:</b>	Large Municipal Residential
<b>Municipal Drinking Water License</b>	091-101 (Issue #4)
<b>Drinking Water Works Permit</b>	091-201 (Issue #4)
<b>Permit To Take Water</b>	1771-9UVR3Y
<b>Period being reported:</b>	January 1 to December 31, 2024

Complete if your Category is Large Municipal Residential or Small Municipal Residential	Complete for all other Categories
<p><i>Does your Drinking-Water System serve more than 10,000 people?</i></p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><i>Number of Designated Facilities served: 0</i></p>
<p><i>Is your annual report available to the public at no charge on a web site on the Internet?</i></p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><i>Did you provide a copy of your annual report to all Designated Facilities you serve?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><i>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</i></p> <p>Municipal Office and Municipality of North Perth Website</p>	<p><i>Number of Interested Authorities you report to: 0</i></p> <p><i>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

<b>List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:</b>	
<b>Drinking Water System Name</b>	<b>Drinking Water System Number</b>
N/A	



<b>Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?</b>
N/A

<b>Indicate how you notified system users that your annual report is available and is free of charge.</b>		
<input checked="" type="checkbox"/> Public access/notice via the web	<input checked="" type="checkbox"/> Public access/notice via Government Office	<input type="checkbox"/> Public access/notice via a newspaper
<input checked="" type="checkbox"/> Public access/notice via Public Request	<input type="checkbox"/> Public access/notice via a Public Library	<input type="checkbox"/> Public access/notice via Other Method _____

<b>Describe your Drinking Water System</b>
<p>The Atwood Drinking Water System is owned and operated by the Municipality of North Perth and provides a potable water supply to the residents of Atwood.</p> <p>The system receives raw water from Well 1 (Danbrook) located adjacent to the Atwood Pumphouse and Well 2 (Smith) located at 102 Parkview Crescent. All treatment of raw water from both sources takes place at the Atwood Pumphouse. Two chemical feed pumps operate with the well pump on a rotating duty basis, automatically adding predetermined quantities of sodium hypochlorite. An additional two pumps operate on a rotating basis to add sodium silicate.</p> <p>The first chemical added is sodium hypochlorite (liquid chlorine). It is used to kill any disease-causing organisms (disinfect) that may be present in the water. It is important to add enough of this chemical to maintain a free chlorine residual throughout the water distribution system. A chlorine analyzer ensures a sufficient residual is maintained in the water entering the distribution. The second chemical added is sodium silicate. It is used as a sequestering agent to prevent iron from oxidizing thereby minimizing the rust formation in the water. The treated water is discharged to a reservoir. Three high lift pumps deliver the treated water from the reservoir to the distribution system via five hydro-pneumatic pressure tanks. The pressure tanks reduce the cycling of the high lift pumps and maintain pressure within the distribution system.</p>

<b>List all water treatment chemicals used over this reporting period</b>
<ul style="list-style-type: none"> <li>• Liquid Chlorine 6% - NSF certified</li> <li>• Sodium Silicate - NSF certified</li> </ul>



**Please provide a brief description and a breakdown of monetary expenses incurred**

No significant monetary expenses incurred in 2024.

**Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre**

Incident Date	Parameter	Result	Corrective Action Date	Corrective Action
N/A				

**Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period**

	Number of Samples	Range of E. Coli Results (Min-Max)	Range of Total Coliform Results (Min-Max)	Number of HPC Samples	Range of HPC Results (Min-Max)
Well 1 - Raw	52	0-0	0-0	N/A	N/A
Well 2 - Raw	52	0-0	0-0	N/A	N/A
Reservoir - Treated	52	0-0	0-0	51	0-5
185 Ellen - Distribution	52	0-0	0-0	51	0-17
Public Works Garage	52	0-0	0-0	51	0-15



Atwood Drinking Water System  
2024 Annual and Summary Report

<b>Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report</b>			
	<b>Number of Samples</b>	<b>Range of Results (Min-Max)</b>	<b>Units</b>
Well 1 -Raw Turbidity – grab sample	12	0.19 – 0.41	NTU
Well 2 – Raw Turbidity – grab sample	12	0.12 – 0.34	NTU
Free Chlorine Residual – continuous monitor at well house	8,760	0.0* - 2.31	mg/L
Free Chlorine Residual – grab sample in distribution system	104	1.21 – 1.81	mg/L

\*Value due to operational maintenance

<b>Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument</b>				
<b>Date of legal instrument issued</b>	<b>Parameter</b>	<b>Date Sampled</b>	<b>Result</b>	<b>Unit of Measure</b>
N/A				

<b>Additional water information</b>
N/A



### Inorganic Testing

Summary of Inorganic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	Aug 12/24	ND	µg/L	No
Arsenic	Aug 12/24	3.7	µg/L	No
Barium	Aug 12/24	102	µg/L	No
Boron	Aug 12/24	60	µg/L	No
Cadmium	Aug 12/24	ND	µg/L	No
Chromium	Aug 12/24	ND	µg/L	No
Mercury	Aug 12/24	ND	µg/L	No
Selenium	Aug 12/24	ND	µg/L	No
Sodium	Aug 15/23	24.4	mg/L	Yes
Sodium (retest)	Aug 21/23	23.4	mg/L	Yes (No action required)
Uranium	Aug 12/24	ND	µg/L	No
Fluoride	Aug 15/23	1.12	mg/L	No
Nitrite – Q1	Feb 11/24	ND	mg/L	No
Nitrite – Q2	May 13/24	ND	mg/L	No
Nitrite – Q3	Aug 12/24	ND	mg/L	No
Nitrite – Q4	Nov 11/24	ND	mg/L	No
Nitrate – Q1	Feb 11/24	0.040	mg/L	No
Nitrate – Q2	May 13/24	0.051	mg/L	No
Nitrate – Q3	Aug 12/24	0.049	mg/L	No
Nitrate – Q4	Nov 11/24	0.040	mg/L	No

ND = Not detected

### Lead Testing Results

Summary of Lead Results during this reporting period (Winter: Dec 15 – April 15; Summer: June 15 - Oct 15)					
Sampling Period	Location	pH	Alkalinity (mg/L)	Lead (ug/L)	Exceedance
Feb 12/2024	Distribution sampling station	7.43	249	N/A	No





## Atwood Drinking Water System 2024 Annual and Summary Report

Aug 12/2024	Distribution sampling station	7.41	246	N/A	No
-------------	-------------------------------	------	-----	-----	----

Atwood qualified for reduced Lead sampling in 2024

### Organic Testing

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	Aug 12/24	ND	µg/L	No
Atrazine + N-dealkylated metabolites	Aug 12/24	ND	µg/L	No
Azinphos-methyl	Aug 12/24	ND	µg/L	No
Benzene	Aug 12/24	ND	µg/L	No
Benzo(a)pyrene	Aug 12/24	ND	µg/L	No
Bromoxynil	Aug 12/24	ND	µg/L	No
Carbaryl	Aug 12/24	ND	µg/L	No
Carbofuran	Aug 12/24	ND	µg/L	No
Carbon Tetrachloride	Aug 12/24	ND	µg/L	No
Chlorpyrifos	Aug 12/24	ND	µg/L	No
Diazinon	Aug 12/24	ND	µg/L	No
Dicamba	Aug 12/24	ND	µg/L	No
1,2-Dichlorobenzene	Aug 12/24	ND	µg/L	No
1,4-Dichlorobenzene	Aug 12/24	ND	µg/L	No
1,2-Dichloroethane	Aug 12/24	ND	µg/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug 12/24	ND	µg/L	No
Dichloromethane	Aug 12/24	ND	µg/L	No
2-4 Dichlorophenol	Aug 12/24	ND	µg/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	Aug 12/24	ND	µg/L	No
Diclofop-methyl	Aug 12/24	ND	µg/L	No
Dimethoate	Aug 12/24	ND	µg/L	No
Diquat	Aug 12/24	ND	µg/L	No
Diuron	Aug 12/24	ND	µg/L	No
Glyphosate	Aug 12/24	ND	µg/L	No
HAA (running annual average)	2024	7.69	µg/L	No
Malathion	Aug 12/24	ND	µg/L	No
Metolachlor	Aug 12/24	ND	µg/L	No



## Atwood Drinking Water System 2024 Annual and Summary Report

<b>Summary of Organic parameters tested during this reporting period or the most recent sample results</b>				
Metribuzin	Aug 12/24	ND	µg/L	No
Monochlorobenzene	Aug 12/24	ND	µg/L	No
Paraquat	Aug 12/24	ND	µg/L	No
Pentachlorophenol	Aug 12/24	ND	µg/L	No
Phorate	Aug 12/24	ND	µg/L	No
Picloram	Aug 12/24	ND	µg/L	No
Polychlorinated Biphenyls(PCB)	Aug 12/24	ND	µg/L	No
Prometryne	Aug 12/24	ND	µg/L	No
Simazine	Aug 12/24	ND	µg/L	No
THM (running annual average)	2024	19.88	µg/L	No
Terbufos	Aug 12/24	ND	µg/L	No
Tetrachloroethylene	Aug 12/24	ND	µg/L	No
2,3,4,6-Tetrachlorophenol	Aug 12/24	ND	µg/L	No
Triallate	Aug 12/24	ND	µg/L	No
Trichloroethylene	Aug 12/24	ND	µg/L	No
2,4,6-Trichlorophenol	Aug 12/24	ND	µg/L	No
Trifluralin	Aug 12/24	ND	µg/L	No
Vinyl Chloride	Aug 12/24	ND	µg/L	No
2 methyl-4-chlorophenoxyacetic acid (MCPA) Reported as MCPA on analysis	Aug 12/24	ND	µg/L	No

\*ND = Not detected

<b>List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.</b>				
<b>Parameter</b>	<b>Sample Date</b>	<b>Result Value</b>	<b>Unit of Measure</b>	<b>ODWS Standard</b>
Fluoride	Aug 15/23	1.12	mg/L	1.5

**Note:** Fluoride is naturally occurring in the Atwood Drinking Water Supply. For more information on fluoride visit Huron Perth Public Health Unit at:

<https://www.hpph.ca/health-topics/oral-health/>



**Part 2 – SUMMARY REPORT (as required by O. Reg. 170/03, Schedule 22)**

<b>Non-Compliance with Legislations, Regulations, Approvals &amp; Orders</b>		
<p>The Atwood Drinking Water System is governed by, and must operate in accordance with, the following Acts and Regulations:</p> <ul style="list-style-type: none"> <li>• Safe Drinking Water Act 2002;               <ul style="list-style-type: none"> <li>○ O. Reg 128/04 – Certification of Drinking Water System Operators</li> <li>○ O. Reg 170/03 – Drinking Water Systems</li> <li>○ O. Reg 169/03 – Ontario Drinking Water Quality Standards</li> </ul> </li> <li>• Environmental Protection Act, where applicable;</li> <li>• Clean Water Act, where applicable;</li> <li>• Municipal Drinking Water Licence - 091-101;</li> <li>• Drinking Water Works Permit - 091-201;</li> <li>• Permit to Take Water – 1771-9UVR3Y</li> </ul>		
<p>During this period, the Facility was operated in full compliance with the Act, the regulations and the Facility’s license and permit save and except for the following:</p>		
<b>Requirement</b>	<b>Duration of Failure</b>	<b>Measures to Correct the Failure</b>
<p>There were no non-compliances in 2024.</p>		
<p> </p>		



### System Capability

<b>WELL 1 – DANBROOK WELL</b>						
<b>Month</b>	<b>Average Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow (m<sup>3</sup>/d)</b>	<b>Total Monthly Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow Rate (L/min)</b>	<b>System Capacity</b>	<b>Approved Flow Rate</b>
January	46.45	79.00	1440.00	196.54	326.88 m <sup>3</sup> /day	227 L/min
February	51.69	80.00	1499.00	191.89		
March	42.87	50.00	1329.00	193.75		
April	44.80	66.00	1344.00	191.81		
May	47.23	124.00	1464.00	201.79		
June	53.90	106.00	1617.00	191.41		
July	58.48	160.00	1813.00	188.80		
August	41.35	60.00	1282.00	196.08		
September	45.83	94.00	1375.00	192.31		
October	41.19	91.00	1277.00	196.08		
November	44.30	55.00	1329.00	189.50		
December	45.81	57.00	1420.00	196.30		
Average	46.99		1432.42	193.86		
Maximum		160.00	1813.00	201.79		
% of Capacity	14.38	48.95				



<b>WELL 2 – SMITH WELL</b>						
<b>Month</b>	<b>Average Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow (m<sup>3</sup>/d)</b>	<b>Total Monthly Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow Rate (L/min)</b>	<b>System Capacity</b>	<b>Approved Flow Rate</b>
January	56.87	131.00	1763.00	171.74	262.08 m <sup>3</sup> /day	182 L/min
February	61.24	98.00	1776.00	172.69		
March	48.77	65.00	1512.00	175.96		
April	51.57	65.00	1547.00	171.82		
May	63.97	147.00	1983.00	179.55		
June	73.23	142.00	2197.00	167.84		
July	66.90	104.00	2074.00	165.14		
August	68.68	123.00	2129.00	164.61		
September	69.13	193.00	2074.00	166.67		
October	59.19	116.00	1835.00	165.09		
November	52.87	70.00	1586.00	166.35		
December	52.00	67.00	1612.00	167.39		
Average	60.37		1840.67	169.57		
Maximum		193.00	2197.00	179.55		
% of Capacity	23.03	73.64				



Atwood Drinking Water System  
2024 Annual and Summary Report

<b>ATWOOD WELL SUPPLY – ALL WELLS COMBINED</b>					
<b>Month</b>	<b>Average Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow (m<sup>3</sup>/d)</b>	<b>Total Monthly Flow (m<sup>3</sup>/d)</b>	<b>System Capacity</b>	<b>Approved Flow Rate</b>
January	103.32	131.00	3203.00	588.96 m <sup>3</sup> /day	Well 1: 227 L/min Well 2: 182 L/min
February	112.93	152.00	3275.00		
March	91.65	111.00	2841.00		
April	96.37	131.00	2891.00		
May	111.19	161.00	3447.00		
June	127.13	179.00	3814.00		
July	125.39	237.00	3887.00		
August	110.03	129.00	3211.00		
September	114.97	206.00	3449.00		
October	100.39	169.00	3112.00		
November	97.17	110.00	2915.00		
December	97.81	115.00	3032.00		
Average	107.36		3256.42		
Maximum		237.00	3887.00		
% of Capacity	18.23	40.24			

---

# LISTOWEL DRINKING WATER SYSTEM

---

2024 ANNUAL  
SUMMARY REPORT

---

Municipality of North Perth

---



## Introduction

The treatment and delivery of potable water in Ontario is regulated by the Ministry of the Environment, Conservation and Parks (MECP) under the Safe Drinking Water Act. On June 1, 2003, O. Reg. 170/03 came into effect which prescribes requirements for owners and operators of municipal drinking water systems.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Schedule 11. The Report must include the following:

- A description of the drinking water system including a list of the water treatment chemicals used;
- A summary of any adverse test results or observations and corrective actions;
- A summary of all required test results;
- A description of any major expenses incurred to install, repair or replace equipment.

Every time an Annual Report is prepared the owner of the system shall ensure that effective steps are taken to advise users of water from the system that copies of the report are available, without charge, and how a copy may be obtained.

The Regulation also requires the owner to produce a Summary Report as indicated in Schedule 22.

- The report must list the requirements of the Act, its Regulations, the system's Drinking Water Works Permit, Municipal Drinking Water Licence, and any orders the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.
- To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.
  - A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and maximum daily flows;
  - A comparison of the summary to the rated capacity and flow rates approved in the system's Permit To Take Water, Drinking Water Works Permit and Municipal Drinking Water Licence.





**Part 1 - ANNUAL REPORT (as required by O. Reg. 170/03, Section 11)**

<b>Drinking-Water System Number:</b>	220000512
<b>Drinking-Water System Name:</b>	Listowel Drinking Water System
<b>Drinking-Water System Owner:</b>	Municipality of North Perth
<b>Drinking-Water System Category:</b>	Large Municipal Residential
<b>Municipal Drinking Water Licence:</b>	091-103 (Issue #5)
<b>Drinking Water Works Permit:</b>	091-203 (Issue #4)
<b>Permit to Take Water;</b>	P-300-5141584896
<b>Period being reported:</b>	January 1 to December 31, 2024

<b>Complete if your Category is Large Municipal Residential or Small Municipal Residential</b>	<b>Complete for all other Categories</b>
<i>Does your Drinking-Water System serve more than 10,000 people?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<i>Number of Designated Facilities served: 0</i>
<i>Is your annual report available to the public at no charge on a web site on the Internet?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<i>Did you provide a copy of your annual report to all Designated Facilities you serve?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</i>  Municipal Office and Municipality of North Perth Website	<i>Number of Interested Authorities you report to: 0</i>  <i>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No

<b>List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:</b>	
<b>Drinking Water System Name</b>	<b>Drinking Water System Number</b>
N/A	



<b>Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?</b>
N/A

<b>Indicate how you notified system users that your annual report is available and is free of charge.</b>		
<input checked="" type="checkbox"/> Public access/notice via the web	<input checked="" type="checkbox"/> Public access/notice via Government Office	<input type="checkbox"/> Public access/notice via a newspaper
<input checked="" type="checkbox"/> Public access/notice via Public Request	<input type="checkbox"/> Public access/notice via a Public Library	<input type="checkbox"/> Public access/notice via Other Method _____

**Describe your Drinking Water System**

The Listowel Drinking Water System is owned and operated by the Municipality of North Perth and provides a potable water supply to the residents of Listowel.

The Listowel Drinking Water System consists of three (3) ground water wells automatically controlled by a Supervisory Control and Data Acquisition (SCADA) system. System pressure is maintained by an elevated water tower at 580 Main St. West, with a maximum capacity of 3182m<sup>3</sup>. Predetermined water level set points automatically start and stop the well pumps. Two chemical feed pumps at each well also start automatically adding sodium hypochlorite and sodium silicate to the water.

The first chemical added is sodium hypochlorite (liquid chlorine). It is used to kill any disease-causing organisms (disinfect) that may be present in the water. It is important to add enough of this chemical to maintain a free chlorine residual throughout the water distribution system. A chlorine analyzer ensures a sufficient residual is maintained in the water entering the distribution. The second chemical added is sodium silicate. It is used as a sequestering agent to prevent iron from oxidizing thereby minimizing the rust formation in the water.

**List all water treatment chemicals used over this reporting period**

- Liquid Chlorine 12% - NSF certified
- Sodium Silicate - NSF certified



Please provide a brief description and a breakdown of monetary expenses incurred
<ul style="list-style-type: none"> <li>Well # 6 in Listowel – Planned Maintenance Inspection - \$65,000</li> </ul>

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre				
Incident Date	Parameter	Result	Corrective Action Date	Corrective Action
N/A				

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period					
	Number of Samples	Range of E. Coli Results (Min-Max)	Range of Total Coliform Results (Min-Max)	Number of HPC Samples	Range of HPC Results (Min-Max)
Well 4 - Raw	52	0-0	0-0	N/A	N/A
Well 5 - Raw	52	0-0	0-0	N/A	N/A
Well 6 - Raw	47	0-0	0-0	N/A	N/A
Well 4 - Treated	52	0-0	0-0	51	0-3
Well 5 - Treated	52	0-0	0-0	51	0-6
Well 6 Treated	47	0-0	0-0	46	0-36
Distribution 1 - Davidson Ave North	52	0-0	0-0	51	0-61
Distribution 2 - Palace End Blow Off	52	0-0	0-0	51	0-8



Listowel Drinking Water System  
2024 Annual and Summary Report

Distribution 3 - Listowel Fire Hall	52	0-0	0-0	51	0-18
Distribution 4 - Community Garden	52	0-0	0-0	51	0-61
Distribution 5 - Scott St. West Blow Off	52	0-0	0-0	51	0-5

<b>Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report</b>			
	<b>Number of Samples</b>	<b>Range of Results (Min-Max)</b>	<b>Units</b>
Well 4 -Raw Turbidity – grab sample	12	0.13 – 0.37	NTU
Well 5 – Raw Turbidity – grab sample	12	0.17 – 0.48	NTU
Well 6 – Raw Turbidity – grab sample	12	0.15 – 0.38	NTU
Well 4 - Free Chlorine Residual – continuous monitor at well house	8,760	0.0* - 1.83	mg/L
Well 5 - Free Chlorine Residual – continuous monitor at well house	8,760	0.0* - 1.85	mg/L
Well 6 - Free Chlorine Residual – continuous monitor at well house	8,760	0.0* - 1.83	mg/L
Free Chlorine Residual – grab samples in distribution system	468	0.62 – 1.14	mg/L

\*Value due to operational maintenance



Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument				
Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
N/A				

Additional water information
N/A

#### Inorganic Testing – Well 4

Summary of Inorganic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	Aug 12/24	ND	µg/L	No
Arsenic – Q1	Feb 12/24	5.8	µg/L	No
Arsenic – Q2	May 13/24	6.4	µg/L	No
Arsenic – Q3	Aug 12/24	6.3	µg/L	No
Arsenic – Q4	Nov 11/24	5.6	µg/L	No
Barium	Aug 12/24	65	µg/L	No
Boron	Aug 12/24	ND	µg/L	No
Cadmium	Aug 12/24	ND	µg/L	No
Chromium	Aug 12/24	ND	µg/L	No
Mercury	Aug 12/24	ND	µg/L	No
Selenium	Aug 12/24	ND	µg/L	No
Sodium	Aug 15/23	16.9	mg/L	No
Uranium	Aug 12/24	ND	µg/L	No
Fluoride	Aug 15/23	0.939	mg/L	No
Nitrite – Q1	Feb 12/24	ND	mg/L	No
Nitrite – Q2	May 13/24	ND	mg/L	No
Nitrite – Q3	Aug 12/24	ND	mg/L	No
Nitrite – Q4	Nov 11/24	ND	mg/L	No
Nitrate – Q1	Feb 12/24	ND	mg/L	No



Listowel Drinking Water System  
2024 Annual and Summary Report

Nitrate – Q2	May 13/24	ND	mg/L	No
Nitrate – Q3	Aug 12/24	ND	mg/L	No
Nitrate – Q4	Nov 11/24	ND	mg/L	No

ND = Not detected

**Inorganic Testing – Well 5**

<b>Summary of Inorganic parameters tested during this reporting period or the most recent sample results</b>				
<b>Parameter</b>	<b>Sample Date</b>	<b>Result Value</b>	<b>Unit of Measure</b>	<b>Exceedance</b>
Antimony	Aug 12/24	ND	µg/L	No
Arsenic	Aug 12/24	5.0	µg/L	No
Barium	Aug 12/24	72	µg/L	No
Boron	Aug 12/24	50	µg/L	No
Cadmium	Aug 12/24	ND	µg/L	No
Chromium	Aug 12/24	ND	µg/L	No
Mercury	Aug 12/24	ND	µg/L	No
Selenium	Aug 12/24	ND	µg/L	No
Sodium	Aug 15/23	18.3	mg/L	No
Uranium	Aug 12/24	ND	µg/L	No
Fluoride	Aug 15/23	0.944	mg/L	No
Nitrite – Q1	Feb 12/24	ND	mg/L	No
Nitrite – Q2	May 13/24	ND	mg/L	No
Nitrite – Q3	Aug 12/24	ND	mg/L	No
Nitrite – Q4	Nov 11/24	ND	mg/L	No
Nitrate – Q1	Feb 12/24	ND	mg/L	No
Nitrate – Q2	May 13/24	ND	mg/L	No
Nitrate – Q3	Aug 12/24	ND	mg/L	No
Nitrate – Q4	Nov 11/24	ND	mg/L	No

ND = Not detected



### Inorganic Testing – Well 6

Summary of Inorganic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	Aug 12/24	ND	µg/L	No
Arsenic	Aug 12/24	3.6	µg/L	No
Barium	Aug 12/24	95	µg/L	No
Boron	Aug 12/24	60	µg/L	No
Cadmium	Aug 12/24	ND	µg/L	No
Chromium	Aug 12/24	ND	µg/L	No
Mercury	Aug 12/24	ND	µg/L	No
Selenium	Aug 12/245	ND	µg/L	No
Sodium	Aug 15/23	18.4	mg/L	No
Uranium	Aug 12/24	ND	µg/L	No
Fluoride	Aug 15/23	1.30	mg/L	No
Nitrite – Q1	Feb 12/24	ND	mg/L	No
Nitrite – Q2	May 13/24	ND	mg/L	No
Nitrite – Q3	Aug 12/24	ND	mg/L	No
Nitrite – Q4	Dec 10/24	ND	mg/L	No
Nitrate – Q1	Feb 12/24	ND	mg/L	No
Nitrate – Q2	May 13/24	ND	mg/L	No
Nitrate – Q3	Aug 12/24	ND	mg/L	No
Nitrate – Q4	Dec 10/24	ND	mg/L	No

ND = Not detected



### Lead Testing Results

Summary of Lead Results during this reporting period (Winter: Dec 15 – April 15; Summer: June 15 - Oct 15)					
Sampling Period	Location	pH	Alkalinity (mg/L)	Lead (ug/L)	Exceedance
Feb 12/24	Distribution – Palace St. E Blow Off	8.40	232	N/A	No
Feb 12/24	Distribution – Community Garden Blow Off	8.35	229	N/A	No
Feb 12/24	Distribution – 755 Scott St. E Blow Off	8.37	231	N/A	No
Aug 12/24	Distribution – Palace St. E Blow Off	7.24	218	N/A	No
Aug 12/24	Distribution – Community Garden Blow Off	7.19	223	N/A	No
Aug 12/24	Distribution – 755 Scott St. E Blow Off	7.33	220	N/A	No

Listowel qualified for reduced Lead sampling in 2024

### Organic Testing – Well 4

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	Aug 12/24	ND	µg/L	No
Atrazine + N-dealkylated metabolites	Aug 12/24	ND	µg/L	No
Azinphos-methyl	Aug 12/24	ND	µg/L	No
Benzene	Aug 12/24	ND	µg/L	No
Benzo(a)pyrene	Aug 12/24	ND	µg/L	No
Bromoxynil	Aug 12/24	ND	µg/L	No





Listowel Drinking Water System  
2024 Annual and Summary Report

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Carbaryl	Aug 12/24	ND	µg/L	No
Carbofuran	Aug 12/24	ND	µg/L	No
Carbon Tetrachloride	Aug 12/24	ND	µg/L	No
Chlorpyrifos	Aug 12/24	ND	µg/L	No
Diazinon	Aug 12/24	ND	µg/L	No
Dicamba	Aug 12/24	ND	µg/L	No
1,2-Dichlorobenzene	Aug 12/24	ND	µg/L	No
1,4-Dichlorobenzene	Aug 12/24	ND	µg/L	No
1,2-Dichloroethane	Aug 12/24	ND	µg/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug 12/24	ND	µg/L	No
Dichloromethane	Aug 12/24	ND	µg/L	No
2-4 Dichlorophenol	Aug 12/24	ND	µg/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	Aug 12/24	ND	µg/L	No
Diclofop-methyl	Aug 12/24	ND	µg/L	No
Dimethoate	Aug 12/24	ND	µg/L	No
Diquat	Aug 12/24	ND	µg/L	No
Diuron	Aug 12/24	ND	µg/L	No
Glyphosate	Aug 12/24	ND	µg/L	No
HAA (running annual average)	2024	7.65	µg/L	No
Malathion	Aug 12/24	ND	µg/L	No
Metolachlor	Aug 12/24	ND	µg/L	No
Metribuzin	Aug 12/24	ND	µg/L	No
Monochlorobenzene	Aug 12/24	ND	µg/L	No
Paraquat	Aug 12/24	ND	µg/L	No
Pentachlorophenol	Aug 12/24	ND	µg/L	No
Phorate	Aug 12/24	ND	µg/L	No
Picloram	Aug 12/24	ND	µg/L	No
Polychlorinated Biphenyls(PCB)	Aug 12/24	ND	µg/L	No
Prometryne	Aug 12/24	ND	µg/L	No
Simazine	Aug 12/24	ND	µg/L	No
THM (running annual average)	2024	14.95	µg/L	No
Terbufos	Aug 12/24	ND	µg/L	No
Tetrachloroethylene	Aug 12/24	ND	µg/L	No
2,3,4,6-Tetrachlorophenol	Aug 12/24	ND	µg/L	No
Triallate	Aug 12/24	ND	µg/L	No
Trichloroethylene	Aug 12/24	ND	µg/L	No
2,4,6-Trichlorophenol	Aug 12/24	ND	µg/L	No



Summary of Organic parameters tested during this reporting period or the most recent sample results				
Trifluralin	Aug 12/24	ND	µg/L	No
Vinyl Chloride	Aug 12/24	ND	µg/L	No
2 methyl-4-chlorophenoxyacetic acid (MCPA) Reported as MCPA on analysis	Aug 12/24	ND	µg/L	No

\*ND = Not detected

### Organic Testing – Well 5

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	Aug 12/24	ND	µg/L	No
Atrazine + N-dealkylated metabolites	Aug 12/24	ND	µg/L	No
Azinphos-methyl	Aug 12/24	ND	µg/L	No
Benzene	Aug 12/24	ND	µg/L	No
Benzo(a)pyrene	Aug 12/24	ND	µg/L	No
Bromoxynil	Aug 12/24	ND	µg/L	No
Carbaryl	Aug 12/24	ND	µg/L	No
Carbofuran	Aug 12/24	ND	µg/L	No
Carbon Tetrachloride	Aug 12/24	ND	µg/L	No
Chlorpyrifos	Aug 12/24	ND	µg/L	No
Diazinon	Aug 12/24	ND	µg/L	No
Dicamba	Aug 12/24	ND	µg/L	No
1,2-Dichlorobenzene	Aug 12/24	ND	µg/L	No
1,4-Dichlorobenzene	Aug 12/24	ND	µg/L	No
1,2-Dichloroethane	Aug 12/24	ND	µg/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug 12/24	ND	µg/L	No
Dichloromethane	Aug 12/24	ND	µg/L	No
2-4 Dichlorophenol	Aug 12/24	ND	µg/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	Aug 12/24	ND	µg/L	No
Diclofop-methyl	Aug 12/24	ND	µg/L	No
Dimethoate	Aug 12/24	ND	µg/L	No
Diquat	Aug 12/24	ND	µg/L	No
Diuron	Aug 12/24	ND	µg/L	No



Listowel Drinking Water System  
2024 Annual and Summary Report

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Glyphosate	Aug 12/24	ND	µg/L	No
HAA (running annual average)	2024	7.65	µg/L	No
Malathion	Aug 12/24	ND	µg/L	No
Metolachlor	Aug 12/24	ND	µg/L	No
Metribuzin	Aug 12/24	ND	µg/L	No
Monochlorobenzene	Aug 12/24	ND	µg/L	No
Paraquat	Aug 12/24	ND	µg/L	No
Pentachlorophenol	Aug 12/24	ND	µg/L	No
Phorate	Aug 12/24	ND	µg/L	No
Picloram	Aug 12/24	ND	µg/L	No
Polychlorinated Biphenyls(PCB)	Aug 12/24	ND	µg/L	No
Prometryne	Aug 12/24	ND	µg/L	No
Simazine	Aug 12/24	ND	µg/L	No
THM (running annual average)	2024	14.95	µg/L	No
Terbufos	Aug 12/24	ND	µg/L	No
Tetrachloroethylene	Aug 12/24	ND	µg/L	No
2,3,4,6-Tetrachlorophenol	Aug 12/24	ND	µg/L	No
Triallate	Aug 12/24	ND	µg/L	No
Trichloroethylene	Aug 12/24	ND	µg/L	No
2,4,6-Trichlorophenol	Aug 12/24	ND	µg/L	No
Trifluralin	Aug 12/24	ND	µg/L	No
Vinyl Chloride	Aug 12/24	ND	µg/L	No
2 methyl-4-chlorophenoxyacetic acid (MCPA) Reported as MCPA on analysis	Aug 12/24	ND	µg/L	No

\*ND = Not detected

### Organic Testing – Well 6

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	Aug 12/24	ND	µg/L	No
Atrazine + N-dealkylated metabolites	Aug 12/24	ND	µg/L	No
Azinphos-methyl	Aug 12/24	ND	µg/L	No
Benzene	Aug 12/24	ND	µg/L	No



Listowel Drinking Water System  
2024 Annual and Summary Report

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Benzo(a)pyrene	Aug 12/24	ND	µg/L	No
Bromoxynil	Aug 12/24	ND	µg/L	No
Carbaryl	Aug 12/24	ND	µg/L	No
Carbofuran	Aug 12/24	ND	µg/L	No
Carbon Tetrachloride	Aug 12/24	ND	µg/L	No
Chlorpyrifos	Aug 12/24	ND	µg/L	No
Diazinon	Aug 12/24	ND	µg/L	No
Dicamba	Aug 12/24	ND	µg/L	No
1,2-Dichlorobenzene	Aug 12/24	ND	µg/L	No
1,4-Dichlorobenzene	Aug 12/24	ND	µg/L	No
1,2-Dichloroethane	Aug 12/24	ND	µg/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug 12/24	ND	µg/L	No
Dichloromethane	Aug 12/24	ND	µg/L	No
2-4 Dichlorophenol	Aug 12/24	ND	µg/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	Aug 12/24	ND	µg/L	No
Diclofop-methyl	Aug 12/24	ND	µg/L	No
Dimethoate	Aug 12/24	ND	µg/L	No
Diquat	Aug 12/24	ND	µg/L	No
Diuron	Aug 12/24	ND	µg/L	No
Glyphosate	Aug 12/24	ND	µg/L	No
HAA (running annual average)	2024	7.65	µg/L	No
Malathion	Aug 12/24	ND	µg/L	No
Metolachlor	Aug 12/24	ND	µg/L	No
Metribuzin	Aug 12/24	ND	µg/L	No
Monochlorobenzene	Aug 12/24	ND	µg/L	No
Paraquat	Aug 12/24	ND	µg/L	No
Pentachlorophenol	Aug 12/24	ND	µg/L	No
Phorate	Aug 12/24	ND	µg/L	No
Picloram	Aug 12/24	ND	µg/L	No
Polychlorinated Biphenyls(PCB)	Aug 12/24	ND	µg/L	No
Prometryne	Aug 12/24	ND	µg/L	No
Simazine	Aug 12/24	ND	µg/L	No
THM (running annual average)	2024	14.95	µg/L	No
Terbufos	Aug 12/24	ND	µg/L	No
Tetrachloroethylene	Aug 12/24	ND	µg/L	No
2,3,4,6-Tetrachlorophenol	Aug 12/24	ND	µg/L	No
Triallate	Aug 12/24	ND	µg/L	No



Listowel Drinking Water System  
2024 Annual and Summary Report

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Trichloroethylene	Aug 12/24	ND	µg/L	No
2,4,6-Trichlorophenol	Aug 12/24	ND	µg/L	No
Trifluralin	Aug 12/24	ND	µg/L	No
Vinyl Chloride	Aug 12/24	ND	µg/L	No
2 methyl-4-chlorophenoxyacetic acid (MCPA) Reported as MCPA on analysis	Aug 12/24	ND	µg/L	No

\*ND = Not detected

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.				
Parameter	Sample Date	Result Value	Unit of Measure	ODWS Standard
Fluoride – Well 4	Aug 15/23	0.939	mg/L	1.5
Fluoride – Well 5	Aug 15/23	0.944	mg/L	1.5
Fluoride – Well 6	Aug 15/23	1.30	mg/L	1.5
Arsenic – Q1 – Well 4	Feb 12/24	5.8	µg/L	10
Arsenic – Q2 – Well 4	May 13/24	6.4	µg/L	10
Arsenic – Q3 – Well 4	Aug 12/24	6.3	µg/L	10
Arsenic – Q4 – Well 4	Nov 11/24	5.6	µg/L	10

**Note:** Fluoride is naturally occurring in the Listowel Drinking Water Supply. For more information on fluoride visit Huron Perth Public Health Unit at:

<https://www.hpph.ca/health-topics/oral-health/>



**Part 2 – SUMMARY REPORT (as required by O. Reg. 170/03, Schedule 22)**

Non-Compliance with Legislations, Regulations, Approvals & Orders		
<p>The Listowel Drinking Water System is governed by, and must operate in accordance with, the following Acts and Regulations:</p> <ul style="list-style-type: none"> <li>• Safe Drinking Water Act 2002;               <ul style="list-style-type: none"> <li>○ O. Reg 128/04 – Certification of Drinking Water System Operators</li> <li>○ O. Reg 170/03 – Drinking Water Systems</li> <li>○ O. Reg 169/03 – Ontario Drinking Water Quality Standards</li> </ul> </li> <li>• Environmental Protection Act, where applicable;</li> <li>• Clean Water Act, where applicable;</li> <li>• Municipal Drinking Water Licence - 091-103;</li> <li>• Drinking Water Works Permit - 091-203;</li> <li>• Permit to Take Water – P-300-5141584896</li> </ul>		
<p>During this period, the Facility was operated in full compliance with the Act, the regulations and the Facility’s license and permit save and except for the following:</p>		
Requirement	Duration of Failure	Measures to Correct the Failure
<p>There were no non-compliances in 2024.</p>		



### System Capability

<b>WELL 4</b>						
<b>Month</b>	<b>Average Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow (m<sup>3</sup>/d)</b>	<b>Total Monthly Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow Rate (L/min)</b>	<b>System Capacity</b>	<b>Approved Flow Rate</b>
January	779.00	930.00	21144.00	1999.39	3,273.1 m <sup>3</sup> /day	2,273 L/min
February	793.00	843.00	23008.00	2001.47		
March	780.00	916.00	24167.00	2035.35		
April	855.00	1520.00	25640.00	2040.00		
May	847.00	1237.00	26242.00	1998.56		
June	935.00	1465.00	28060.00	1994.87		
July	887.00	1070.00	27496.00	1995.08		
August	833.00	1083.00	25828.00	1995.37		
September	859.00	1027.00	25765.00	1994.05		
October	1001.00	1795.00	31020.00	1998.44		
November	1196.00	1369.00	35879.00	2001.77		
December	810.00	1228.00	25121.00	1997.62		
Average	881.25		26614.17	2004.33		
Maximum		1795.00	35879.00	2040.00		
% of Capacity	23.31	54.29				



Listowel Drinking Water System  
2024 Annual and Summary Report

<b>WELL 5</b>						
<b>Month</b>	<b>Average Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow (m<sup>3</sup>/d)</b>	<b>Total Monthly Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow Rate (L/min)</b>	<b>System Capacity</b>	<b>Approved Flow Rate</b>
January	770.00	915.00	23869.00	2012.74	3,273.1 m <sup>3</sup> /day	2,273 L/min
February	782.00	845.00	22693.00	2000.47		
March	763.00	901.00	23644.00	2019.90		
April	837.00	1485.00	25102.00	2005.17		
May	829.00	1181.00	25713.00	1988.08		
June	901.00	1380.00	27026.00	1973.24		
July	859.00	1083.00	26622.00	2017.54		
August	830.00	1062.00	25738.00	2031.33		
September	844.00	1007.00	25312.00	2017.54		
October	986.00	1750.00	30756.00	2022.06		
November	1158.00	1417.00	34748.00	2020.83		
December	799.00	1182.00	24763.00	2002.28		
Average	863.17		26332.17	2009.27		
Maximum		1750.00	34748.00	2031.33		
% of Capacity	26.37	53.47				





Listowel Drinking Water System  
2024 Annual and Summary Report

<b>WELL 6</b>						
<b>Month</b>	<b>Average Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow (m<sup>3</sup>/d)</b>	<b>Total Monthly Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow Rate (L/min)</b>	<b>System Capacity</b>	<b>Approved Flow Rate</b>
January	769.00	927.00	23829.00	1990.51	3,273.1 m <sup>3</sup> /day	2,273 L/min
February	795.00	843.00	23059.00	1987.56		
March	775.00	913.00	24028.00	2039.80		
April	850.00	1499.00	25506.00	2031.11		
May	844.00	1229.00	26161.00	1990.60		
June	728.00	1049.00	21844.00	1981.85		
July	853.00	1049.00	26448.00	1964.42		
August	826.00	1073.00	25619.00	1967.81		
September	852.00	1019.00	2552.00	1972.06		
October	556.00	1790.00	18464.00	1972.59		
November	0	0	0	0		
December	759.00	885.00	23520.00	1985.14		
Average	717.25		20085.83	1823.62		
Maximum		1790.00	26448.00	2039.80		
% of Capacity	21.91	54.69				



Listowel Drinking Water System  
2024 Annual and Summary Report

<b>LISTOWEL WELL SUPPLY – ALL WELLS</b>					
<b>Month</b>	<b>Average Flow (m<sup>3</sup>/d)</b>	<b>Maximum Flow (m<sup>3</sup>/d)</b>	<b>Total Monthly Flow (m<sup>3</sup>)</b>	<b>System Capacity</b>	<b>Approved Flow Rate</b>
January	2317.00	2772.00	71842.00	9,819 m <sup>3</sup> /day	Well 4: 2,273 L/min Well 5: 2,273 L/min Well 6: 2,273 L/min
February	2371.00	2523.00	68759.00		
March	2317.00	2725.00	71839.00		
April	2541.00	4504.00	76248.00		
May	2520.00	3647.00	78116.00		
June	2564.00	3110.00	76930.00		
July	2599.00	3107.00	80566.00		
August	2490.00	3218.00	77185.00		
September	2554.00	3053.00	76629.00		
October	2583.00	5335.00	80060.00		
November	2354.00	2662.00	70627.00		
December	2368.00	2642.00	73404.00		
Average	2464.83		75183.75		
Maximum		5335.00	80566.00		
% of Capacity	25.10	54.33			

---

# MOLESWORTH DRINKING WATER SYSTEM

---

2024 ANNUAL  
SUMMARY REPORT

---

Municipality of North Perth

---



## Introduction

The treatment and delivery of potable water in Ontario is regulated by the Ministry of the Environment, Conservation and Parks (MECP) under the Safe Drinking Water Act. On June 1, 2003, O. Reg. 170/03 came into effect which prescribes requirements for owners and operators of municipal drinking water systems.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Schedule 11. The Report must include the following:

- A description of the drinking water system including a list of the water treatment chemicals used;
- A summary of any adverse test results or observations and corrective actions;
- A summary of all required test results;
- A description of any major expenses incurred to install, repair or replace equipment.

Every time an Annual Report is prepared the owner of the system shall ensure that effective steps are taken to advise users of water from the system that copies of the report are available, without charge, and how a copy may be obtained.

The Regulation also requires the owner to produce a Summary Report as indicated in Schedule 22.

- The report must list the requirements of the Act, its Regulations, the system's Drinking Water Works Permit, Municipal Drinking Water Licence, and any orders the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.
- To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.
  - A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and maximum daily flows;
  - A comparison of the summary to the rated capacity and flow rates approved in the system's Permit to Take Water, Drinking Water Works Permit and Municipal Drinking Water Licence.



**Part 1 - ANNUAL REPORT (as required by O. Reg. 170/03, Section 11)**

<b>Drinking-Water System Number:</b>	260034996
<b>Drinking-Water System Name:</b>	Molesworth Drinking Water System
<b>Drinking-Water System Owner:</b>	Municipality of North Perth
<b>Drinking-Water System Category:</b>	Small Municipal Residential
<b>Municipal Drinking Water Licence</b>	091-104 (Issue #4)
<b>Drinking Water Works Permit</b>	091-204 (Issue #4)
<b>Period being reported:</b>	January 1 to December 31, 2024

Complete if your Category is Large Municipal Residential or Small Municipal Residential	Complete for all other Categories
<p><i>Does your Drinking-Water System serve more than 10,000 people?</i></p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p><i>Number of Designated Facilities served: 0</i></p>
<p><i>Is your annual report available to the public at no charge on a web site on the Internet?</i></p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><i>Did you provide a copy of your annual report to all Designated Facilities you serve?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><i>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</i></p> <p>Municipal Office and Municipality of North Perth Website</p>	<p><i>Number of Interested Authorities you report to: 0</i></p> <p><i>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:	
Drinking Water System Name	Drinking Water System Number
N/A	



<b>Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?</b>
N/A

<b>Indicate how you notified system users that your annual report is available and is free of charge.</b>		
<input checked="" type="checkbox"/> Public access/notice via the web	<input checked="" type="checkbox"/> Public access/notice via Government Office	<input type="checkbox"/> Public access/notice via a newspaper
<input checked="" type="checkbox"/> Public access/notice via Public Request	<input type="checkbox"/> Public access/notice via a Public Library	<input type="checkbox"/> Public access/notice via Other Method _____

**Describe your Drinking Water System**

The Molesworth Water System is owned and operated by the Municipality of North Perth and provides a potable water supply to the residents and businesses of the Village of Molesworth.

A new well was drilled for the Molesworth Drinking Water System to replace the original ground water well housed in a building located at Part Lot 61, Concession 1, Township of Wallace. The new well is located outside of the wellhouse building. Four 430-liter pre-charged pressure tanks provide pressure to the distribution system when the well pump is not operating. Predetermined pressure set points automatically start and stop the well pumps. Two chemical feed pumps operate with the well pump on a rotating duty basis, automatically adding predetermined quantities of sodium hypochlorite. A third pump adds sodium silicate.

The first chemical added is sodium hypochlorite (liquid chlorine). It is used to kill any disease-causing organisms (disinfect) that may be present in the water. It is important to add enough of this chemical to maintain a free chlorine residual throughout the water distribution system. A chlorine analyzer ensures a sufficient residual is maintained in the water entering the distribution. The second chemical added is sodium silicate. It is used as a sequestering agent to prevent iron from oxidizing thereby minimizing the rust formation in the water.



<b>List all water treatment chemicals used over this reporting period</b>
<ul style="list-style-type: none"> <li>Liquid Chlorine 12% - NSF certified</li> <li>Sodium Silicate - NSF certified</li> </ul>
<b>Please provide a brief description and a breakdown of monetary expenses incurred</b>
No significant monetary expenses incurred in 2024.

<b>Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre</b>				
Incident Date	Parameter	Result	Corrective Action Date	Corrective Action
Apr 28/24	Low pressure for 5 minutes due to well pump starter blown control fuse	0 psi	Apr 28/24	Pressure restored, system flushed achieving free chlorine sample results between 1.52 and 1.65 mg/L in the distribution. No further action required.

<b>Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period</b>					
	Number of Samples	Range of E. Coli Results (Min-Max)	Range of Total Coliform Results (Min-Max)	Number of HPC Samples	Range of HPC Results (Min-Max)
Raw	12	0-0	0-0	N/A	N/A
Treated	N/A	N/A	N/A	N/A	N/A
Distribution	29	0-0	0-0	28	0-24



<b>Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report</b>			
	<b>Number of Samples</b>	<b>Range of Results (Min-Max)</b>	<b>Units</b>
Turbidity – grab sample	12	0.22 – 0.63	NTU
Free Chlorine Residual – continuous monitor at well house	8,760	0.0* - 3.15	mg/L
Free Chlorine Residual – grab sample in distribution system	104	1.19 - 1.69	mg/L

\*Value due to operational maintenance

<b>Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument</b>				
<b>Date of legal instrument issued</b>	<b>Parameter</b>	<b>Date Sampled</b>	<b>Result</b>	<b>Unit of Measure</b>
N/A				

<b>Additional water information</b>
N/A





### Inorganic Testing

Summary of Inorganic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	Aug 12/20	<0.60	µg/L	No
Arsenic	Aug 12/20	2.6	µg/L	No
Barium	Aug 12/20	51	µg/L	No
Boron	Aug 12/20	<50	µg/L	No
Cadmium	Aug 12/20	<0.10	µg/L	No
Chromium	Aug 12/20	<1.0	µg/L	No
Mercury	Aug 12/20	<0.10	µg/L	No
Selenium	Aug 12/20	<5.0	µg/L	No
Sodium	Aug 12/20	12.1	mg/L	No
Uranium	Aug 12/20	ND	µg/L	No
Fluoride	Aug 12/20	1.1	mg/L	No
Nitrite	Feb 12/24	ND	mg/L	No
Nitrite	May 13/24	ND	mg/L	No
Nitrite	Aug 12/24	ND	mg/L	No
Nitrite	Nov 11/24	ND	mg/L	No
Nitrate	Feb 12/24	ND	mg/L	No
Nitrate	May 13/24	ND	mg/L	No
Nitrate	Aug 12/24	ND	mg/L	No
Nitrate	Nov 11/24	ND	mg/L	No

ND = Not detected

### Lead Testing Results

Summary of Lead Results during this reporting period (Winter: Dec 15 – April 15; Summer: June 15 - Oct 15)					
Sampling Period	Location	pH	Alkalinity (mg/L)	Lead (ug/L)	Exceedance
Feb 12/24	Blow off – Behind Bowling Lanes	8.19	233	N/A	No
Aug 12/24	Blow off – Behind Bowling Lanes	7.35	233	N/A	No

\* Molesworth qualified for reduced Lead sampling in 2024



## Organic Testing

Summary of Organic parameters tested during this reporting period or the most recent sample results				
Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	Aug 12/20	ND	µg/L	No
Atrazine + N-dealkylated metabolites	Aug 12/20	ND	µg/L	No
Azinphos-methyl	Aug 12/20	ND	µg/L	No
Benzene	Aug 12/20	ND	µg/L	No
Benzo(a)pyrene	Aug 12/20	ND	µg/L	No
Bromoxynil	Aug 12/20	ND	µg/L	No
Carbaryl	Aug 12/20	ND	µg/L	No
Carbofuran	Aug 12/20	ND	µg/L	No
Carbon Tetrachloride	Aug 12/20	ND	µg/L	No
Chlorpyrifos	Aug 12/20	ND	µg/L	No
Diazinon	Aug 12/20	ND	µg/L	No
Dicamba	Aug 12/20	ND	µg/L	No
1,2-Dichlorobenzene	Aug 12/20	ND	µg/L	No
1,4-Dichlorobenzene	Aug 12/20	ND	µg/L	No
1,2-Dichloroethane	Aug 12/20	ND	µg/L	No
1,1-Dichloroethylene (vinylidene chloride)	Aug 12/20	ND	µg/L	No
Dichloromethane	Aug 12/20	ND	µg/L	No
2-4 Dichlorophenol	Aug 12/20	ND	µg/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	Aug 12/20	ND	µg/L	No
Diclofop-methyl	Aug 12/20	ND	µg/L	No
Dimethoate	Aug 12/20	ND	µg/L	No
Diquat	Aug 12/20	ND	µg/L	No
Diuron	Aug 12/20	ND	µg/L	No
Glyphosate	Aug 12/20	ND	µg/L	No
HAA (running annual average)	2023	10.29	µg/L	No
Malathion	Aug 12/20	ND	µg/L	No
Metolachlor	Aug 12/20	ND	µg/L	No
Metribuzin	Aug 12/20	ND	µg/L	No
Monochlorobenzene	Aug 12/20	ND	µg/L	No
Paraquat	Aug 12/20	ND	µg/L	No
Pentachlorophenol	Aug 12/20	ND	µg/L	No
Phorate	Aug 12/20	ND	µg/L	No
Picloram	Aug 12/20	ND	µg/L	No



Summary of Organic parameters tested during this reporting period or the most recent sample results				
Polychlorinated Biphenyls(PCB)	Aug 12/20	ND	µg/L	No
Prometryne	Aug 12/20	ND	µg/L	No
Simazine	Aug 12/20	ND	µg/L	No
THM (running annual average)	2024	21.8	µg/L	No
Terbufos	Aug 12/20	ND	µg/L	No
Tetrachloroethylene	Aug 12/20	ND	µg/L	No
2,3,4,6-Tetrachlorophenol	Aug 12/20	ND	µg/L	No
Triallate	Aug 12/20	ND	µg/L	No
Trichloroethylene	Aug 12/20	ND	µg/L	No
2,4,6-Trichlorophenol	Aug 12/20	ND	µg/L	No
Trifluralin	Aug 12/20	ND	µg/L	No
Vinyl Chloride	Aug 12/20	ND	µg/L	No
2 methyl-4-chlorophenoxyacetic acid (MCPA) Reported as MCPA on analysis	Aug 12/20	ND	µg/L	No

\*ND = Not detected

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.				
Parameter	Sample Date	Result Value	Unit of Measure	ODWS Standard
Fluoride	Aug 12/2020	1.10	mg/L	1.5

**Note:** Fluoride is naturally occurring in the Molesworth Drinking Water Supply. For more information on fluoride visit Huron Perth Public Health Unit at:

<https://www.hpph.ca/health-topics/oral-health/>



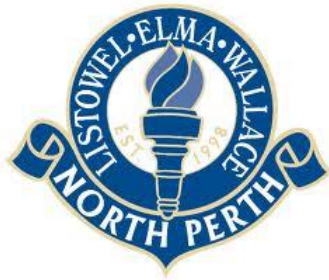
**Part 2 – SUMMARY REPORT (as required by O. Reg. 170/03, Schedule 22)**

<b>Non-Compliance with Legislations, Regulations, Approvals &amp; Orders</b>		
<p>The Molesworth Drinking Water System is governed by, and must operate in accordance with, the following Acts and Regulations:</p> <ul style="list-style-type: none"> <li>• Safe Drinking Water Act 2002;               <ul style="list-style-type: none"> <li>○ O. Reg 128/04 – Certification of Drinking Water System Operators</li> <li>○ O. Reg 170/03 – Drinking Water Systems</li> <li>○ O. Reg 169/03 – Ontario Drinking Water Quality Standards</li> </ul> </li> <li>• Environmental Protection Act, where applicable;</li> <li>• Clean Water Act, where applicable;</li> </ul> <p>During this period, the Facility was operated in full compliance with the Act, the regulations and the Facility’s license and permit save and except for the following:</p>		
<b>Requirement</b>	<b>Duration of Failure</b>	<b>Measures to Correct the Failure</b>
<p>There were no non-compliances in 2024.</p>		



### System Capability

Month	Average Flow (m <sup>3</sup> /d)	Maximum Flow (m <sup>3</sup> /d)	Total Monthly Flow (m <sup>3</sup> /d)	Maximum Flow Rate (L/min)	System Capacity
January	14.20	18.72	440.17	115	190.08 m <sup>3</sup> /day
February	13.70	18.12	397.26	115	
March	14.41	17.64	446.69	115	
April	15.51	20.49	465.19	120	
May	15.47	22.77	479.69	113	
June	16.84	29.06	505.25	116	
July	17.86	23.85	553.78	116	
August	15.76	22.69	488.63	116	
September	15.78	20.49	473.54	116	
October	16.92	24.81	524.47	116	
November	16.30	20.84	489.04	117	
December	19.29	29.23	598.13	121	
Average	16.00		488.49	116.33	
Maximum		29.23	598.13	121	
% of Capacity	8.42	15.38			



## INFORMATION REPORT

---

**From:** Mark Hackett, Manager of Environmental Services  
**Date:** Monday, February-24-25  
**Subject:** 2024 Annual Wastewater Report

---

### Background:

The Amended Environmental Compliance Approval (ECA) for the North Perth Wastewater Treatment Plant requires that a performance report be prepared and submitted to the Water Compliance Supervisor for the Safe Drinking Water Branch of the Ministry of the Environment and Climate Change, by March 31<sup>st</sup> of each year.

### Comments:

The Annual Report outlines the following;

1. Summary and interpretation of all monitoring data and comparison to compliance limits;
2. Description of any operating problems and corrective actions taken;
3. Summary of the maintenance carried out;
4. Summary of effluent quality assurance or control measures;
5. Summary of the calibration and maintenance on all effluent monitoring equipment;
6. Description of efforts made and results achieved in meeting the Design Objectives;
7. Tabulation of the volume of sludge generated;
8. Summary of complaints received;
9. Summary of all By-pass, spill or abnormal discharge events
10. Summary of quantity and quality of different types of imported wastewater co-treated at the Works and an overview of the success of the co-treatment;
11. Tabulation of the quantities and characteristics of the sewage from all different sources in the reporting period on a monthly basis;
12. Notice of Modifications submitted to the Water Supervisor;
13. A report summarizing all modifications completed; and
14. Any other information the Water Supervisor requires from time to time.

The Annual Wastewater Report is posted on our municipal website for public viewing.

**Financial Implications:** *(Include amounts and funding source)*

N/A

**Reference Material Attached:**

- 2024 Annual Wastewater 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**

**Tuesday, February-18-25**

Mark Hackett, Manager of Environmental Services

Feb 14, 2025

Ministry of the Environment  
Southwestern Region  
733 Exeter Road  
London, Ontario  
N6E 1L3

***Attn.: Mr. Pierre Adrien***

***Re: Listowel Wastewater Treatment Facility  
2024 Annual Report***

Please find enclosed the 2024 Annual Report for the Municipality of North Perth – Listowel Wastewater Treatment Facility. In accordance with Amended Environmental Compliance Approval # 2436-D2GKXP, this report outlines;

1. Summary and interpretation of all monitoring data and comparison to compliance limits.
2. Description of any operating problems and corrective actions taken.
3. Summary of the maintenance carried out on any major structure, equipment, apparatus, mechanism or thing forming part of the Works.
4. Summary of effluent quality assurance or control measures.
5. Summary of the calibration and maintenance on all effluent monitoring equipment.
6. Description of efforts made, and results achieved in meeting the Design Objectives.
7. Tabulation of the volume of sludge generated and an outline of the anticipated volumes to be generated in the next reporting period and a summary of the locations of where the sludge was disposed.
8. Summary of complaints received, and the steps taken to address the complaints.
9. Summary of all By-pass, spill or abnormal discharge events
10. Summary of quantity and quality of different types of imported wastewater co-treated at the Works and an overview of the success of the co-treatment.
11. Tabulation of the quantities and characteristics of the sewage from all different sources in the reporting period on a monthly basis and an outline of any changes in the anticipated quantities and characteristics of the sewage from all different sources in the next reporting period.
12. A copy of all Notice of Modifications submitted to the Water Supervisor as a result of Schedule B, Section 1, with a status report of the implementation of each modification.



13. A report summarizing all modifications completed as a result of Schedule A, Section 3; and
14. Any other information the Water Supervisor requires from time to time.

Regards,

Mark Hackett  
Manager of Environmental Services, Municipality of North Perth

**1. MONITORING DATA AND ANALYTICAL RESULTS**

The utility monitoring reports for the year are attached in accordance with the Environmental Compliance Approval guidelines for the period January to December 2024.

The total influent flow in 2024 was 2639.156 ML. The annualized average daily flow was 7.211 MLD. The design capacity for the treatment facility is 9.030 MLD. The maximum influent daily flow for the year was 20.072 MLD, which was recorded in the month of January. The total influent flow includes the Atwood Wastewater System, which added 97.245 ML and the Septage Receiving Station, which added an additional 55.213 ML.

The total effluent flow for the year was 2585.914 ML and the annualized average effluent daily flow for the year was 7.065 MLD. The maximum effluent daily flow for the year was 14.800 MLD, which was recorded in the month of April.

The annualized influent concentrations and loadings for Carbonaceous Biochemical Oxygen Demand (CBOD<sub>5</sub>), Suspended Solids, Total Phosphorus and Total Kjeldahl Nitrogen are summarized in table 1 below. The concentrations and loadings were calculated using the annualized averages of the monthly averages.

**Table 1.**

<b>Influent Quality Parameter</b>	<b>Average Concentration (mg/L)</b>	<b>Average Loading (kg/d)</b>
CBOD <sub>5</sub>	363	2537.2
Suspended Solids	387	2709.5
Total Phosphorus	6.90	45.9
Total Kjeldahl Nitrogen	50.1	348.5

The annualized effluent concentrations of various parameters are summarized in table 2 below. The concentrations were calculated using the annualized averages of the monthly averages.

**Table 2.**

<b>Effluent Quality Parameter</b>	<b>Annual Monthly Average Concentration mg/L</b>	<b>Annual Minimum and Maximum Result mg/L</b>	<b>Concentration Criteria mg/L December 1 - March 32</b>	<b>Concentration Criteria mg/L April 1 – November 30</b>	<b>Compliance</b>
CBOD <sub>5</sub>	3.6	2.0 - 11.0	< 15	< 10	Monthly
Suspended Solids	4.49	1.30 – 8.60	< 15	< 10	Monthly
Total Phosphorus	0.19	0.07 – 0.33	< 0.73	< 0.36	Monthly
Ammonia + Ammonium	0.32	0.03 – 2.54	< 3.62	< 2.2	Monthly
Total Kjeldahl Nitrogen	2.7	1.19 – 4.73	N/A	N/A	
E. Coli	26.3	0 - 650	200 counts/100 mL	200 counts/100 mL	Monthly
pH	7.01-7.84	6.19 – 8.51	6.0 – 9.5	6.0 – 9.5	Inclusive
Temperature	17.5	10.1 – 25.7			
Dissolved Oxygen	7.14	4.01 – 9.07	> 5	> 5	Monthly

All the effluent monthly concentration criteria as per the Environmental Compliance Approval were achieved for the reporting period.

The annualized effluent loadings for various parameters have been calculated based on the monthly average effluent daily flows and monthly effluent monthly concentrations. They are summarized in table 3 below.

**Table 3.**

<b>Effluent Parameter</b>	<b>Average Loading Kg/day</b>	<b>Monthly Min – Max Loading Kg/day</b>	<b>Monthly Average Loading (kg/d) @ period B Temp.&lt; 5</b>	<b>Average Monthly Loading (kg/d) @ period A Temp. &gt;5</b>
CBOD <sub>5</sub>	26.8	9.9 – 51.4	135.6	90.4
Suspended Solids	33.4	11.1– 72.9	135.6	90.4
Total Phosphorus	1.4	0.6 – 2.2	6.56	3.28
Ammonia + Ammonium	3.8	0.5 – 19.9	32.8	20.0
Total Kjeldahl Nitrogen	19.5	9.1 – 33.9		

Table 4 below evaluates the performance of the wastewater treatment process. The efficiency is expressed as % removal and was calculated using the annualized influent and effluent concentrations and annualized influent and effluent loadings for each parameter.

Table 4.

Parameter	Concentration % Removal	Loading % Removal
CBOD <sub>5</sub>	99.0 %	98.9%
Suspended Solids	98.8 %	98.8%
Total Phosphorus	97.2%	96.9%
Total Kjeldahl Nitrogen	94.6 %	94.4%

TABLES 5 – 8 BELOW SUMMARIZE MONTHLY FLOWS AND ANALYTICAL COMPLIANCE DATA

### Wastewater Treatment Plant Incoming Flows

Table 5.

	Raw Sewage - Total Flow			Final Effluent			Septage Receiving Station			Atwood Flow		
	Total Flow	ADF	MDF	Total Flow	ADF	MDF	Total Flow	ADF	MDF	Total Flow	ADF	MDF
	ML	MLD	MLD	ML	MLD	MLD	ML	MLD	MLD	ML	MLD	MLD
<b>January</b>	298.941	9.643	20.072	259.140	8.359	13.000	7.143	0.230	0.646	11.960	0.386	1.010
<b>February</b>	254.411	8.773	11.462	275.950	9.516	13.790	6.157	0.212	0.523	8.929	0.308	0.429
<b>March</b>	295.342	9.527	12.862	323.920	10.449	13.460	6.874	0.222	0.544	10.719	0.346	0.604
<b>April</b>	299.953	9.998	15.234	307.430	10.248	14.800	8.751	0.292	0.570	10.672	0.356	0.644
<b>May</b>	263.083	8.487	11.094	275.880	8.899	11.370	8.106	0.261	0.440	8.246	0.266	0.384
<b>June</b>	192.500	6.417	8.270	168.010	5.600	7.160	3.946	0.132	0.403	6.397	0.213	0.289
<b>July</b>	202.098	6.519	15.481	165.490	5.338	8.110	0.000	0.000	0.000	8.032	0.259	1.043
<b>August</b>	162.779	5.251	6.754	181.960	5.870	7.930	0.000	0.000	0.000	5.938	0.192	0.303
<b>September</b>	148.291	4.943	6.216	123.534	4.118	5.900	0.166	0.006	0.166	5.524	0.184	0.277
<b>October</b>	156.856	5.060	6.018	176.220	5.685	7.230	4.388	0.142	0.337	5.962	0.192	0.261
<b>November</b>	155.792	5.193	6.595	142.750	4.758	6.560	5.285	0.176	0.340	5.848	0.195	0.250
<b>December</b>	209.110	6.745	12.841	185.630	5.988	12.130	4.397	0.142	0.382	9.018	0.291	0.706
<b>Total</b>	2639.156			2585.914			55.213			97.245		
<b>Monthly Avg</b>	219.930	7.211	11.075	215.493	7.065	10.120	4.601	0.151	0.363	8.104	0.266	0.517
<b>Monthly Max</b>	299.953	9.998	20.072	323.920	10.449	14.800	8.751	0.292	0.646	11.960	0.386	1.043

ML= megalitres  
MLD= megalitres/day  
ADF= average daily flow

MDF= maximum daily flow  
MAC= monthly average concentration  
MAL= monthly average loading

**Monthly Raw BOD5 & Final Effluent CBOD5**

**TABLE 6.**

	Biochemical O <sub>2</sub> Demand			
	Raw Sewage (BOD5)		Final Effluent (CBOD5)	
	MAC	MAL	MAC	MAL
	mg/L	Kg/day	mg/L	Kg/day
January	226	2183.2	3.3	27.6
February	261	2289.8	5.4	51.4
March	252	2402.7	3.9	40.8
April	422	4221.2	4.3	44.1
May	381	3233.5	5.5	48.9
June	350	2247.9	2.5	14.0
July	398	2595.9	2.8	14.9
August	378	1984.9	2.7	15.8
September	318	1573.9	2.4	9.9
October	502	2540.1	3.7	21.0
November	451	2343.6	3.5	16.7
December	420	2829.5	2.8	16.8
Average	363	2537.2	3.6	26.8
Minimum	226	1573.9	2.4	9.9
Maximum	502	4221.2	5.5	51.4
ECA Compliance Limit Period A April 1 - November 30			10.0	90.4
ECA Compliance Limit Period B December 1 - March 31			15.0	135.6

MAC = monthly average concentrations

MAL = monthly average loading

Yellow Highlights = Meets ECA Effluent Design Objectives

Monthly Total Suspended Solids & Total Phosphorus

Table 7.

	Suspended Solids				Total Phosphorus			
	Raw Sewage		Final Effluent		Raw Sewage		Final Effluent	
	MAC	MAL	MAC	MAL	MAC	MAL	MAC	MAL
	mg/L	Kg/day	mg/L	Kg/day	mg/L	Kg/day	mg/L	Kg/day
January	233	2250.7	3.40	28.4	3.55	34.2	0.11	0.9
February	228	1995.9	5.18	49.3	3.97	34.8	0.20	1.9
March	277	2641.8	6.98	72.9	3.98	37.9	0.21	2.2
April	425	4248.2	5.58	57.2	5.56	55.6	0.21	2.2
May	495	4201.1	4.53	40.3	5.36	45.5	0.24	2.1
June	441	2831.2	3.43	19.2	10.26	65.8	0.21	1.2
July	430	2805.8	4.96	26.5	6.80	44.3	0.26	1.4
August	462	2423.3	4.65	27.3	11.15	58.5	0.21	1.2
September	259	1280.2	2.70	11.1	8.26	40.8	0.15	0.6
October	507	2665.4	3.80	21.6	9.10	46.0	0.21	1.2
November	481	2498.9	4.08	19.4	8.16	42.4	0.16	0.8
December	411	2771.5	4.58	27.4	6.65	44.9	0.13	0.8
Average	387	2709.5	4.49	33.4	6.9	45.9	0.19	1.4
Minimum	228	1280.2	2.70	11.1	3.55	34.2	0.11	0.6
Maximum	507	4248.2	6.98	72.9	11.15	65.8	0.26	2.2
ECA Compliance Limit Period A April 1 - November 30			10.0	90.4			0.36	3.3
ECA Compliance Limit Period B December 1 - March 31			15.0	135.6			0.73	6.6

MAC = monthly average concentrations

MAL = monthly average loading

Yellow Highlights = Meets ECA Effluent Design Objectives

Monthly Total Kjeldahl Nitrogen (TKN), Ammonia, & Other Effluent Parameters

Table 8.

	Total Kjeldahl Nitrogen (TKN)				Other Final Effluent Parameters					
	Raw Sewage		Final Effluent		Ammonia + Ammonium		Temp.	pH Range Low - High	Dissolved Oxygen	E. Coli
	MAC	MAL	MAC	MAL	MAC	MAL				
	mg/L	Kg/day	mg/L	Kg/day	mg/L	Kg/day	°C	(mg/L)	counts per 100 ml	
January	34.3	330.8	1.9	16.1	0.39	3.3	12.5	6.19 - 7.59	8.63	0.0
February	31.2	273.7	2.7	25.5	0.42	4.0	11.7	6.39 - 7.14	8.59	1.0
March	30.6	291.5	3.2	33.9	0.94	9.8	12.0	6.61 - 7.36	8.08	8.0
April	42.0	419.9	3.2	32.3	0.73	19.9	14.3	6.86 - 7.46	7.34	1.0
May	76.7	651.0	3.4	30.3	0.40	3.6	18.0	7.04 - 8.23	6.25	47.0
June	70.3	451.0	2.7	15.2	0.15	0.8	20.4	7.66 - 8.04	7.23	11.0
July	42.8	279.0	2.2	11.9	0.10	0.5	21.5	6.85 - 7.91	5.77	1.0
August	45.1	236.8	2.7	15.8	0.17	1.0	23.3	7.33 - 8.43	6.59	142.0
September	53.6	265.1	2.2	9.1	0.11	0.5	21.4	7.40 - 7.93	6.57	5.0
October	66.2	335.0	3.2	18.3	0.16	0.9	19.9	7.15 - 7.41	6.76	95.0
November	55.3	286.9	2.8	13.1	0.12	0.6	18.2	7.48 - 8.07	6.84	4.0
December	53.6	361.5	2.1	12.7	0.15	0.9	16.4	7.12 - 8.51	7.03	0.0
Average	50.1	348.5	2.7	19.5	0.32	3.8	17.5		7.14	26.3
Minimum	30.6	236.8	1.9	9.1	0.10	0.5	11.7	6.19	6.25	0.0
Maximum	76.7	651.0	3.4	33.9	0.94	19.9	23.3	8.51	8.63	142.0
ECA Compliance Limit Period A April 1 - November 30					2.2	20		6.00 - 9.50	> 5.0	< 200
ECA Compliance Limit Period B December 1 - March 31					3.62	32.8		6.00 - 9.50	> 5.0	< 200

MAC = monthly average concentrations

MAL = monthly average loading

Yellow Highlights = Meets ECA Effluent Design Objectives

## **2. OPERATIONAL UPSETS**

There were no operational upsets during the reporting period.

## **3. MAINTENANCE ACTIVITIES**

- All blowers inspected and vibration analysis completed by contractor.
- UV bulbs cleaned and replaced as required.
- All on-line Dissolved Oxygen and Suspended Solids sensors inspected and calibrated.
- Both Filters chemical treatment to sand and porous plates
- Septage Receiving Station upgrades including tank relining, addition of grit tank.
- Refurbishment of Biofilter Unit at Septage Receiving Station.
- Both Secondary Clarifiers full refurbishment and new equipment installed including new scum removal system.
- Purchased a new spare mixer for the aeration tank due to a mixer failure.
- New spare mixer was purchased due to a mixer failure.
- Highway 23 Pumping Station Pump Maintenance completed.
- Sanitary flushing completed.

## **4. QUALITY ASSURANCE OR CONTROL MEASURES**

A 24hr composite sampler, model American Sigma, located at the inlet head works of the treatment plant obtains the influent sample. The sample is drawn from the screen effluent channel prior to grit removal. A 100 mL sample is taken every 30 minutes.

A 24hr composite sampler, model American Sigma, located at the effluent UV channel obtains the effluent sample. A 100 mL sample is taken every 30 minutes.

A sampler for the Septage Receiving Station was installed in 2016 to take samples automatically from loads received.

The influent and effluent samples as well as Septage Receiving Station samples are sent to ALS Labs in Waterloo for independent analysis. A portion of the same sample is analyzed in-house for suspended solids, pH, dissolved oxygen, nitrates, ammonia, phosphorus and temperature. All laboratory instruments used in-house are regularly calibrated as per manufacturer's recommendations and the methodology follows "Standard Methods for the Examination of Water and Wastewater".



**5. MONITORING EQUIPMENT CALIBRATION & MAINTENANCE**

The Spectrophotometer and other associated equipment used in the WWTP lab was calibrated. The various flow meters in use were calibrated and a copy of their reports is attached.

**6. MEETING DESIGN OBJECTIVES**

Through the best efforts of the operators, the treatment plant achieved most of the effluent parameter design objectives for the reporting period. The objectives were met as follows:

- CBOD<sub>5</sub> – achieved 11 out of 12 months
- TSS – achieved 10 out of 12 months
- TP – achieved 11 out of 12 months
- Ammonia – achieved 12 out of 12 months

**7. SLUDGE GENERATED AND ANTICIPATED VOLUMES AND LOCATIONS**

The aerobic digesters and sludge storage facility were utilized for the entire year.

- 136,042 m<sup>3</sup> of waste activated sludge was processed in the digesters
- 82,785 m<sup>3</sup> decanted to headworks
- 52,296 m<sup>3</sup> transferred to sludge holding cell
- 43,818 m<sup>3</sup> of digested sludge was hauled from the sludge holding cell. See 2024 Sludge Haulage Summary in Table 9 below

In 2025, similar volumes of sludge generation are expected.

The waste activated sludge generated at the wastewater treatment plant is aerobically stabilized in the aerated digester. Supernatant is decanted to the headworks. Processed sludge is then transferred into the sludge storage cell on site until it can be removed and hauled to approved agricultural sites for land application. A copy of the sludge analysis is attached.

2024 Sludge Haulage Summary

Table 9.

Date	Site #	Volume (m <sup>3</sup> )
June 3 - 5	24269	6362
August 13	24824	1632
August 14 & 15	24827	3883
August 16	24270	5033
August 22	24830	4504
October 2	61811	4044
October 21	61792	2952
October 23	24270	2856
November 4	61812	3778
November 7	24827	6014
November 14	24269	2760
	<b>Total</b>	<b>43,818</b>

**8. SUMMARY OF COMPLAINTS RECEIVED**

There was no odor complaints received during the reporting period in 2024.

**9. BY-PASS, SPILLS AND ABNORMAL DISCHARGE EVENTS.**

There were no bypasses, spills or abnormal discharge events during the reporting period of 2024.

**10. IMPORTED WASTEWATER SUMMARY**

The Septage Receiving Station was out of service from June 13<sup>th</sup> to October 7<sup>th</sup> for planned maintenance and upgrades to the station. This work included holding tank relining, addition of a grit separation tank ahead of the holding tank, refurbishment of the biofilter, and converting the existing mixing pump to a jet aeration pump. The rest of the year the Septage Receiving Station was in operation. The controlled pumping of the storage tank contents through the WWTF force main eliminated the effects of shock loading. This enabled the plant to successfully treat the imported waste on a consistent basis. The daily totals of imported wastewater received, and its various parameters are reflected in table 10 below. An odor control system was installed in 2010 and refurbished in 2024 and is working well to eliminate odors from the Septage Receiving Station.

Table 10.

Imported Wastewater	Average Flow (Cubic meters/day)	Average Loading (Kilograms/day)	
		BOD <sub>5</sub>	TKN
Septage	35.0	90.8	23.9
ARI	45.5	213.6	55.7
Perth Enviro. – New Process	50.1	219.5	10.9

**11. SUMMARY OF INFLUENT QUANTITIES AND CHARACTERISTICS**

The quantities and characteristics of sewage from all sources on a monthly basis are summarized in the above tables in this report. No changes are anticipated in the quantities and characteristics of sewage from the different sources in the next reporting period.

**12. NOTICE OF MODIFICATIONS**

There was no Notice of Modification to Sewage Works submitted to the Water Supervisor as a result of Schedule B, Section 1 in 2024.

**13. SUMMARY OF SCHEDULE A, SECTION 3**

There were no modifications completed in 2024 as a result of Schedule A, Section 3.

**14. INFORMATION PROVIDED TO WATER SUPERVISOR**

There was not any additional information required or requested to be submitted to the Water Supervisor in 2024.

## GOVERNANCE REVIEW COMMITTEE MEETING MINUTES

Date: October 7, 2024  
Time: 5:30 pm  
Location: North Perth Municipal Office – Committee Room  
Members Present: Dave Johnston, Chair  
Marc Noordam  
Sarah Blazek  
Neil Anstett  
Lee Anne Andriessen  
Staff Present: Kriss Snell, CAO  
Sarah Carter, Acting Clerk/Legislative Services Supervisor  
Heidi Dorscht, Deputy Clerk/Committee Coordinator

### 1. Call to Order

Chair Johnston called the meeting to order at 5:30 p.m.

### 2. Land Acknowledgement Statement

### 3. Approval of Agenda

**Moved By** Sarah Blazek

**Seconded By** Neil Anstett

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

**CARRIED**

### 4. Disclosure of Pecuniary Interest

There was none.

### 5. Approval of Minutes of Previous Meeting

#### 5.1 September 9, 2024 Governance Review Committee Meeting Minutes

**Moved By** Neil Anstett

**Seconded By** Sarah Blazek

THAT: The minutes of the September 9, 2024, Governance Review Committee meeting be approved, as presented.

**CARRIED**

## GOVERNANCE REVIEW COMMITTEE MEETING MINUTES

### 6. Reports

#### 6.1 Board/Committee Procedure By-law - Final Draft

Changes to the draft procedure by-law were reviewed. The following points were discussed:

- Definition of frivolous. It was decided to use the definition from the Blue Mountains Policy.

Marc Noordam joined the meeting

- Changes to section 5.3 were highlighted.
- DEI Terms of Reference. The age range recommended by the Manager of Strategic Initiatives was 18-29.
- Section 3(e) provides committees with the option to go as a delegation if opinion dissenting or opposing staff recommendation.
- Discussion occurred regarding the annual election of the chair.

Lee Anne Andriessen joined the meeting.

#### 6.2 Appointment to Boards and Committees Policy - Final Draft

Changes to the draft boards and committee policy were reviewed. The following points were discussed:

- Changes to sections 4.2, 4.3 and 4.6 were highlighted.
- Clerk Carter advised she had reached out to other municipalities regarding the appointment process. Written policies were difficult to locate. The online application has been updated as well as an evaluation matrix has been created.

**Moved By** Sarah Blazek

**Seconded By** Marc Noordam

THAT: The Governance Review Committees directs staff to present the Board/Committee Procedure By-law and the Appointment to Boards and Committees Policy to Council.

**CARRIED**

### 7. Other Business

Clerk Carter advised the next item on the schedule to review is council compensation.

**GOVERNANCE REVIEW COMMITTEE MEETING MINUTES**

**8. Adjournment**

**Moved By** Lee Anne Andriessen

**Seconded By** Neil Anstett

THAT: The Governance Review Committee meeting adjourns at 5:53 p.m. to meet again on November 4, 2024.

**CARRIED**

---

Chair

---

Recording Secretary

January 15, 2025

Good Roads  
1525 Cornwall Road  
Unit 22  
Oakville, ON L6J 0B2

Sent via email: [info@goodroads.ca](mailto:info@goodroads.ca)

To whom it may concern:

Re: 2025-25

Please be advised that the following resolution was passed at the January 15, 2025 meeting of the Council of the Municipality of Grey Highlands.

**2025-25**

**That Council receive the Good Road Letter - Establishment of an Ontario Rural Road Safety Program for information; and**

**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; now**

**Therefor be it resolved that the Municipality of Grey Highlands 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 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**

**The Municipality of Grey Highlands**

206 Toronto Street South, Unit One - P.O. Box 409 Markdale, Ontario N0C 1H0

519-986-2811 Toll-Free 1-888-342-4059 Fax 519-986-3643

[www.greyhighlands.ca](http://www.greyhighlands.ca) [info@greyhighlands.ca](mailto:info@greyhighlands.ca)

**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.**

If you require anything further, please contact this office.

Sincerely,

*Amanda Fines-VanAlstine*

Amanda Fines-VanAlstine  
Manager of Legislative Services/Municipal Clerk  
Municipality of Grey Highlands





FORTFRANCES

## RESOLUTION OF COUNCIL

Monday, February 10, 2025

Oral Motion

**“THAT Council supports the Town of Halton Hills Resolution No. 2025-0010 regarding the Sovereignty of Canada.”**

*Moved by Wendy Brunetta, Seconded by Steven Maki, Motion Carried by Council.*

WHEREAS President Trump has suggested that with the use of “economic force” such as tariffs, Canada should become the 51st state of the United States, and further he suggests that many Canadians would agree;

AND WHEREAS Canada is a sovereign nation with a peaceful history of self-governance dating to its Confederation in 1867;

AND WHEREAS the Canadian identity is marked by a deep-rooted pride in its heritage and culture founded by French and British settlement, enriched by Indigenous culture and traditions, and by more than a century and a half of multicultural immigration;

AND WHEREAS Canada has significant global standing, consistently supporting its allies, including the United States, in global conflicts such as two world wars, and wars in Korea and Afghanistan; and in international coalitions and in being consistently recognized as among the top countries in the world for quality of life;

AND WHEREAS the shared history of the United States and Canada has been one of friendship, respect, and neighbourly relations;

NOW THEREFORE be it resolved that the Council of the Town of Fort Frances categorically rejects any efforts by incoming President Trump or any others to undermine the sovereignty of Canada. We stand united with our Ontario Premier Doug Fort and our Canadian Prime Minister Justin Trudeau for a Canada that remains strong, free, independent, and characterized by peace, order, and good government.

AND FURTHER THAT the Mayor prepare correspondence containing this resolution for circulation to the office of the American president through our Canadian diplomatic channels with copies to The Right Honourable Justin Trudeau, Prime Minister, The Honourable Melanie Joly, Minister of Foreign Affairs, MP Michael Chong, Premier Doug Ford, The Honourable Vic Fedeli, Minister of Economic Development, Job Creation and Trade of Ontario, MPP Ted Arnott, Leaders of the Opposition Parties, AMO, FCM, and all municipalities in Ontario.



The Corporation of the

# Township of Uxbridge

In The Regional Municipality of Durham

**SENT VIA E-MAIL**

Town Hall  
51 Toronto Street South  
P.O. Box 190  
Uxbridge, ON L9P 1T1  
Telephone (905) 852-9181  
Facsimile (905) 852-9674  
Web www.uxbridge.ca

February 14, 2025

Premier Doug Ford  
Legislative Building, Queen's Park  
Toronto, Ontario, M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

**RE: IMPLEMENTATION OF "BUY CANADIAN" POLICY  
TOWNSHIP FILE: A-00 G**

---

Please be advised that during the regular meeting of the General Purpose and Administration Committee of February 3, 2025, the following motion was carried:

THAT the Administration and Special Projects Committee receive Report CAO-04/25 regarding the implementation of "Buy Canadian" Policy;

AND THAT the Policy remain in place until such time as there is clear indication from the Provincial and Federal Governments that trade relations have been normalized;

AND THAT the Policy be forwarded to all municipalities in Ontario requesting they implement similar policies;

AND THAT the Policy be forwarded to AMO and ROMA;

AND THAT the Policy be forwarded to the Premier of Ontario, MP O'Connell, all Durham MPP's and appropriate Provincial Ministers;


AND THAT the Policy be forwarded to all Township Committee Chairs for information;

AND THAT Committee support this Policy in principle;

AND THAT the final document be run through the CAO's office for final approval.

I trust you will find the above to be satisfactory.

Yours truly,

  
Emily Elliott  
Deputy Clerk  
/ljr

cc: Honourable Jennifer O'Connell, MP  
Honourable Peter Bethlenfalvy, MPP ([peter.bethlenfalvy@pc.ola.org](mailto:peter.bethlenfalvy@pc.ola.org))  
Minister of Finance ([Minister.fin@ontario.ca](mailto:Minister.fin@ontario.ca))  
Minister of Public and Business Service Deliver ([todd.mccarthy@ontario.ca](mailto:todd.mccarthy@ontario.ca))  
AMO ([amo@amo.on.ca](mailto:amo@amo.on.ca))  
ROMA ([roma@roma.on.ca](mailto:roma@roma.on.ca))  
All Ontario Municipalities

# COUNTY UPDATE

November / December 2024



## WELCOME!

Welcome to the November / December 2024 edition of the Perth County Update! This newsletter provides an overview of activities at County Council as well as highlights about County projects.

For more information on any of the projects listed in this newsletter, please visit: [www.perthcounty.ca](http://www.perthcounty.ca) or email [info@perthcounty.ca](mailto:info@perthcounty.ca)

## IN THIS EDITION

### County Council Reports

- Planning
- HR and Finance Policy Updates
- Court Services, Stratford-Perth Archives, and Paramedic Services Program Updates
- 2025 Budget

### Project Updates

- Warden's Election
- PC Connect
- Archives Newspaper Database
- Exemplary Service Medal Awards

### Staff Updates

- Municipal Prosecutor

# PERTH COUNTY COUNCIL

---



County Council met on November 7 & 21 and December 5 & 19, 2024.  
All reports referenced below are available on Perth County's website, or by contacting Legislative Services: [clerk@perthcounty.ca](mailto:clerk@perthcounty.ca)

## **PUBLIC MEETINGS, PUBLIC HEARINGS AND DELEGATIONS**

---

Nov 7 - Presentation - United Way Perth-Huron

Nov 21 - Delegation - Application for Draft Plan of Subdivision Approval submitted by Tridon Group Ltd. (NP 24-01) - Baker Planning Group

Dec 5 - Planning Public Meeting - OPA 232 - Foster Northern Farms

Dec 19 - Two Delegations regarding PE 24-01, one Delegation regarding NP23-02 & OPA 38 and Listowel OPA 39

## **OFFICE OF THE CAO**

---

Nov 21 - Application for Draft Plan of Subdivision Approval submitted by Tridon Group Ltd. (NP 24-01)

Dec 5 - Perth County OPA 232 - Foster Northern Farms Inc.

Dec 19 - Reimbursement of Expenses and Corporate Credit Card Policy Updates

Dec 19 - Application for Draft Plan of Subdivision Approval (PE-24-01)

Dec 19 - Application for Draft Plan of Subdivision and Listowel Official Plan Amendment (NP 23-02 & OPA 38)

Dec 19 - Application for Listowel Official Plan Amendment 39 - Municipality of North Perth

Dec 19 - Economic Development & Tourism Q4 Update

## **CORPORATE SERVICES DEPARTMENT**

---

Nov 7 - September 2024 Forestry Inspector's Report

Nov 7 - 2025 Fees and Charges By-Law Update

Nov 7 - MSSC Budget Report for Stratford-PerthArchives

Nov 7 - POA Court services Budget Report for MSSC and Operational Update

Nov 21 - Perth County joint Accessibility Advisory Committee

Nov 21 - Corporate Services October 2024 Update

Nov 21 - Third Quarter Variance and Year End Projections

# PERTH COUNTY COUNCIL

---



## **CORPORATE SERVICES DEPARTMENT (CONTINUED)**

---

- Dec 5 - 2025 Board and Committee Appointments
- Dec 5 - October 2024 Forestry Inspector's Report
- Dec 5 - POA Court Services Report for MSSC and Operational Update
- Dec 5 - Stratford-Perth Archives Report for MSSC Meeting on December 19, 2024
- Dec 19 - Closed Meeting Investigator Agreement
- Dec 19 - Corporate Services November 2024 Update
- Dec 19 - IT & GIS Strategic Plan Update
- Dec 19 - Asset Retirement Obligations Policy
- Dec 19 - Updated Accounts Receivable - Overdue Accounts Policy
- Dec 19 - 2023 Draft Consolidated Financial Statement

## **PUBLIC WORKS DEPARTMENT**

---

- Nov 21 - Reno & Connecting Link Update
- Nov 21 - Roads Division Update

## **PARAMEDIC SERVICES DEPARTMENT**

---

- Nov 7 - Perth County Paramedic Services 2025 Budget Report for the MSSC
- Dec 5 - Municipal Shared Service (MSSC) Paramedic Service and Mobile Integrated Health Activity Update
- Dec 19 - Public Access Defibrillator Program Update
- Dec 19 - Paramedic Service Defibrillator and Cardiopulmonary Resuscitation (CPR) Device RFP

## **2025 BUDGET**

---

- Nov 7 - Overall Budget Presentation - Treasurer
- Nov 21 - Capital Budget Presentation - IT, Bridges, Roads, Facilities, Fleet and Equipment
- Dec 5 - 2025 Operating Budget Presentation
- Dec 19 - 2025 Budget Discussion - Continuation

## **COUNCIL REPORTS**

---

- Nov 7 - Warden's Activity Report - October 2024
- Dec 5 - Warden's Activity Report - November 2024
- Dec 5 - PC Connect Rural Route Update and Community Impact



# UPDATES

---

Below are project highlights from the County.

## WARDEN'S ELECTION

In an election held on December 5, 2024 at the Best Western Arden Park Hotel in Stratford, Perth County Council acclaimed Doug Kellum, Deputy Mayor of North Perth as the new Warden of Perth County.

Warden Kellum has served 10 years on County Council, also serving two of those years as Deputy Warden alongside past Warden Rhonda Ehgoetz. During his time on County Council, he has sat as County representative on several Boards and Committees.



"I am excited to take on this new role serving as Warden of Perth County. I'd like to thank past Warden Ehgoetz for her work in this role over the past two years." said Warden Doug Kellum. "It is an exciting time at Perth County. This past year we've achieved some significant milestones and we have many more to come. I look forward to making my way across the County and working alongside our local municipal partners and beyond."

In addition to the acclamation of Doug Kellum as Warden, Dean Trentowsky, Deputy Mayor of West Perth, was acclaimed to the role of Deputy Warden. Dean has served 10 years as an elected official, with two of those years on County Council.

"I look forward to stepping into this new role at County Council." said Deputy Warden Trentowsky. "I have enjoyed my time on County Council and look forward to learning from and working alongside Warden Kellum over the next year, which coincidentally will mark the 175th year since the incorporation of Perth County."

"I look forward to working with newly acclaimed Warden Kellum and Deputy Warden Trentowsky." said Lori Wolfe, CAO of Perth County. "We have a busy year ahead, and it will be an exciting time for them both to step into their new roles."



# UPDATES

---

CONTINUED

## PC CONNECT RURAL ROUTE UPDATE

At a meeting on December 5, 2024, County Council made the decision to discontinue the PC Connect Transit pilot project, currently operating as the Rural Route, as of March 31, 2025. Since launch, the program has been fully funded through the Provincial Government's Community Transportation (CT) Grant Program and all funding is scheduled to be utilized on or before the service end date. **Note that PC Connect Routes 1,2 & 3 offering service between Stratford, St. Marys, London, Kitchener-Waterloo and North Perth are not impacted by this decision.**

"Council is pleased at the success of the PC Connect pilot program during its operating period in Perth County. The pilot project would not have been possible without the financial support from the Provincial Government." said Perth County Warden Doug Kellum. "The cost to continue operating the service was not sustainable through fare revenue alone, and with many budget pressures facing Council in the 2025 budget period, the County could not to continue to fund the necessary level of service required to keep the Rural Route running beyond the pilot period."

In a report to Council, staff noted the cost to continue operation of the service beyond the Provincially funded pilot period would be an estimated \$225,103 in 2025. Those costs are expected to increase significantly in 2026 in the absence of any CT funds and acquisition of new fleet vehicles as the current buses reach the end of their life. The County is in the midst of 2025 Budget deliberation process which is under significant pressure due to inflationary increases.

At present, all PC Connect routes will continue normal operations. A detailed plan for the conclusion of the Rural Route service will be communicated to riders in early 2025. Council made an additional motion to continue advocacy for rural transit with the MP and MPP as well as for staff to report on available alternatives for transportation.



# UPDATES

CONTINUED



## ENTHUSIASTIC RESPONSE TO NEW STRATFORD-PERTH ARCHIVES NEWSPAPER DATABASE

Earlier this year, Stratford-Perth Archives launched a new newspaper database via the OurDigitalWorld website. The website is a “discovery portal” that brings together content from archives and libraries across the province providing free online public access to past issues of local newspapers. Not only are the newspapers available for viewing, but each issue is keyword searchable making it easy to locate specific content.

In the first 6 weeks since launch, there have been over 38,000 views of the Perth County database by users from across North America and from as far away as Norway and New Zealand. Pre-1950 issues scanned so far are available. The Archives have digitized 18 Perth County papers so far, 13 of which are available online.

All pre-1950 issues scanned so far are available for free online access at: [www.vitacollections.ca/s-pacollections/search](http://www.vitacollections.ca/s-pacollections/search) . Post-1949 issues are available to browse and search in the same way via public computers in the Archives’ reading room. Recent issues of the Listowel Banner, Mitchell Advocate, Mitchell Times, Stratford Beacon Herald, Stratford Gazette and Stratford Times are available as well but only on public computers in the Archives’ reading room. Stratford-Perth Archives is grateful to the Perth County branch of Ontario Ancestors who provided seed money for this project.

### Quick Links:

- Stratford-Perth Archives’ Finding Aids and Digitized Collections:  
[www.perthcounty.ca/en/living-here/finding-aids-and-digitized-collections.aspx](http://www.perthcounty.ca/en/living-here/finding-aids-and-digitized-collections.aspx)
- OurDigitalWorld/OurOntario database: [vitacollections.ca/s-pacollections/search](http://vitacollections.ca/s-pacollections/search)



# UPDATES

CONTINUED



## FOUR COUNTY PARAMEDICS RECIEVE EXEMPLARY SERVICE AWARDS

Four of Perth County's Paramedics received the Exemplary Service Medal this past November in Toronto. Congratulations to Dana Lake, Scott Rutherford, Heather Riedel, and Mike Grosz.

In total, 73 Ontario paramedics received their Governor General Emergency Medical Services Exemplary Service Medal bars for providing exemplary emergency medical services for 30, 40 and 50 years. The Hon. Michael Tibollo, Associate Minister of Mental Health and Addictions presented the First, Second or Third Bars to these long serving, deserving paramedics.

In 1994, as part of the Canadian Honours System, the late Governor General of Canada, Romeo LeBlanc, created the Medal. This award recognizes paramedics who have provided the highest standard of care and conduct. To qualify, at least ten years of service must have been in the field, on duty, involving potential risk.

Each Bar to the Exemplary Service Medal represents an additional award of the Medal. Paramedics who have served for at least thirty years receive their First Bar, forty years their Second Bar, and for fifty years, their Third Bar.



*Dana Lake (centre) was amongst the in-person recipients.*



# STAFF UPDATES

---



## MUNICIPAL PROSECUTOR



Please join us in welcoming Michelle Evaschuk to Perth County as the new Municipal Prosecutor. Michelle joined the County in July 2024 as the Assistant to the Prosecutor. Michelle has worked in a variety of roles, most recently Paralegal at a neighbouring municipality. Michelle holds a diploma in Paralegal studies and has been a practicing licensed paralegal since 2009. Having worked in defense, courts administration, and prosecution, allows her to have an in-depth knowledge of all things POA. When she is not at work you can find her casting in a line at the lake with her family.





# Membership Minutes

## Membership Meeting #10-2024

December 18, 2024

**Members Present:** Alison Lobb, Ed McGugan, Alvin McLellan, Andrew Fournier, Anita Van Hittersum, Ed Podniewicz, Matt Duncan, Megan Gibson, Evan Hickey, Sharen Zinn

**Members Absent:** Vanessa Kelly

**Staff Present:** Phil Beard, General Manager-Secretary-Treasurer  
Stewart Lockie, Conservation Areas Services Coordinator  
Jeff Winzenried, Flood Forecasting Supervisor  
Michelle Quipp, Executive Assistant

**Others Present:** Cory Bilyea, Midwestern Newspapers

### 1. Call to Order

Chair, Ed McGugan, welcomed everyone and called the meeting to order at 7:00pm.

### 2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

### 3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #9-2024 held on November 20, 2024.

### Motion FA #108-24

**Moved by:** Megan Gibson

**Seconded by:** Alvin McLellan

THAT the minutes from the General Membership Meeting #9-2024 held on November 20 2024, be approved.  
(carried)

**4. Business out of the Minutes:**

**a) Review of Per Diem and Honorariums Report #79-2024**

Report #79-2024 was presented to the members and the following motions were made:

**Motion FA #109-24**

**Moved by:** Alvin McLellan

**Seconded by:** Alison Lobb

THAT the MVCA 2025 members Per Diems be amended to \$84 for half day meetings and \$150 for full day meetings.

(carried)

**Motion FA #110-24**

**Moved by:** Alison Lobb

**Seconded by:** Ed Podniewicz

THAT the MVCA members Per Diems and Honorariums be adjusted by cost of living each year.

(carried)

**b) Conservation Lands Strategy Comments: Report #80-2024**

Report #80-2024 was presented to the members and the following motions were made:

**Motion FA #111-24**

**Moved by:** Alison Lobb

**Seconded by:** Megan Gibson

THAT a letter be sent to the Township of Huron-Kinloss in response to their comments and suggestions regarding the Conservation Areas Lands Strategy.

(carried)

**Motion FA #112-24**

**Moved by:** Alison Lobb

**Seconded by:** Evan Hickey

THAT the Members approve the Conservation Lands Strategy;  
AND THAT the Conservation Lands Strategy be posted on the MVCA website.

(carried)

**c) Fees Policy Comments: Report #81-2024**

Report #81-2024 was presented to the members and the following motion was made:

**Motion FA #113-24**

**Moved by:** Anita Van Hittersum

**Seconded by:** Ed Podniewicz

THAT the 2025 Fees Policy be approved.

(carried)

**d) Draft 2025 Fee Schedule Comments: Report #82-2024**

Report #82-2024 was presented to the members and the following motion was made:

**Motion FA #114-24**

**Moved by:** Alison Lobb

**Seconded by:** Anita Hittersum

THAT the 2025 Fee Schedule be approved.

(carried)

**5. Business Requiring Decision and or Direction:**

**a) Draft 2025 Work Plan & Budget: Report #83-2024**

Report #83-2024 was presented to the members and the following motions were made:

**Motion FA #115-24**

**Moved by:** Megan Gibson

**Seconded by:** Alvin McLellan

THAT the 2025 draft budget, work plan and levy be approved for review and comment by MVCA's member municipalities;

AND THAT the final work plan and budget be brought back to the Members on March 19, 2025, for final review and approval;

AND FURTHER THAT the municipal information package be developed and circulated to member municipalities in January based upon the direction provided by the Members.

(carried)

**b) Natural Hazard Asset Management Plans: Report #84-2024**

Report #84-2024 was presented to the members and the following motion was made:

**Motion FA #116-24**

**Moved by:** Alison Lobb

**Seconded by:** Megan Gibson

THAT the Members approve and submit the Draft Natural Hazard Infrastructure Asset Management Plan to the Ministry of Natural Resources.

(carried)

**c) Ice Management Plan: Report #85-2024**

Report #85-2024 was presented to the members and the following motion was made:

**Motion FA #117-24**

**Moved by:** Andrew Fournier

**Seconded by:** Ed Podniewicz

THAT the Members approve and submit the Draft Ice Management Plan to the Ministry of Natural Resources.

(carried)

**d) Draft Agenda for 2025 Annual Meeting: Report #86-2024**

Report #86-2024 was presented to the members and the following motion was made:

**Motion FA #118-24**

**Moved by:** Anita Van Hittersum

**Seconded by:** Matt Duncan

THAT the Annual Meeting be held on February 19 at 2pm;

AND THAT the draft agenda outlined in Report #86-2024 be approved.

(carried)

**e) Request from the Maitland Conservation Foundation: Report #87-2024**

Report #87-2024 was presented to the members and the following motion was made:

**Motion FA #119-24**

**Moved by:** Alison Lobb

**Seconded by:** Sharen Zinn

THAT the General Manager Secretary Treasurer continue to serve as Interim Executive Director to the MCF Board in 2025;

AND THAT the MCF and JHETF Boards be thanked for their donation to MVCA in 2024.

(carried)

**f) First Call for Declarations for Chair, Vice & Second Vice Chairs: Report #88-2024**

Report #88-2024 was presented to the members for their information.

**6. Chair and Member Reports**

Chair Ed McGugan asked the members for ideas on how MVCA can receive more feedback on the work that MVCA does. Suggestions included surveys, social media posts and directly engaging with the public, both young and old, across the watershed.

**7. Consent Agenda:**

The following items were circulated to the Members for their information:

**a) Revenue/Expenditure Report for November 2024: Report #89-2024**

**Motion FA #120-24**

**Moved by:** Alison Lobb

**Seconded by:** Megan Gibson

THAT Report #89 along with the respective motions as outlined in the Consent Agenda be approved.

(carried)

**8. In Camera Session: GM - ST Performance Review**

**Motion FA #121-24**

**Moved by:** Alison Lobb

**Seconded by:** Evan Hickey

THAT the members move into in camera to discuss the GM-ST Performance Review.

(carried)

**Motion FA #122-24**

**Moved by:** Anita Van Hittersum

**Seconded by:** Alvin McLellan

THAT the members move back into the full authority meeting.

(carried)

**Motion FA #123-24**

**Moved by:** Alison Lobb

**Seconded by:** Antia Van Hittersum

THAT staff are to act as directed within closed session.

(carried)

**9. Adjournment:** Next meeting: January 22, 2025, at 7:00 pm at the Administrative Centre, Wroxeter.

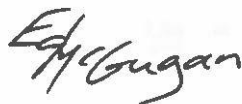
**Motion FA #124-24**

**Moved by:** Alison Lobb

**Seconded by:** Megan Gibson

THAT the Members Meeting be adjourned at 9:06pm.

(carried)



---

Ed McGugan  
Chair

---

Phil Beard  
General Manager / Secretary-Treasurer





**COUNTY OF WELLINGTON**  
**NOTICE**  
**Open House**  
**and Public Meeting**



**TAKE NOTICE** that pursuant to section 26 of the Planning Act, R.S.O. 1990, c.P.13 as amended, the County of Wellington will hold an Open House and Public Meeting to discuss proposed:

**Official Plan Amendment (OPA) No.126 - Urban Boundary Expansions**

**THE LAND SUBJECT** to the proposed amendment is in the entire County of Wellington and a key map is not provided. For convenience, a key map of specific lands in the Township of Centre Wellington is provided below.

**THE PURPOSE** and effect of proposed County Official Plan Amendment No.126 (OPA 126) is to revise the Official Plan as part of Urban Phase 3A of the County’s Official Plan Review. The proposed amendment would change, replace, delete or add policies and/or schedules related to the following key areas:

**County-wide**

- Address urban growth matters including intensification and density targets, phasing of new growth, agricultural impact mitigation, targeted 2024 Provincial Planning Statement updates, and other changes.
- Updated mapping for Sourcewater Protection Schedules as in approved Source Protection Plans and removal of policy duplication.

**Centre Wellington**

- Expansion of the urban area boundaries of Fergus and Elora/Salem and to identify new Designated Greenfield Area and Employment Area lands.
- Remove local planning policy for Community Planning Study Area.
- Remove Mineral Aggregate Resource Overlay related to urban expansions and buffer area.

**Greenbelt**

- Updated mapping for 2023 Provincially-expanded Greenbelt lands in Erin.
- Add policies to implement Provincial policy direction to maintain policy connections in the Greenbelt Plan to the Provincial Policy Statement (2020) and Growth Plan for the Greater Golden Horseshoe (2019).

**OPEN HOUSE AND PUBLIC MEETING**

The Open House will be an informal opportunity to discuss OPA No.126, to ask questions of County Staff and identify additional planning issues that should be considered. The Public Meeting will be an opportunity to make formal submissions to the County of Wellington Planning Committee on proposed OPA No.126. The meetings are scheduled as follows:

<b>OPEN HOUSE</b>		<b>PUBLIC MEETING</b>	
<b>Date</b>	March 3, 2025	<b>Date</b>	March 13, 2025
<b>Time</b>	6:30 pm	<b>Time</b>	10:30 am
<b>Format</b>	Online	<b>Format</b>	In Person
<b>How to Participate</b>	To participate in the online Open House please register through the link provided on the project webpage:  <a href="http://www.wellington.ca/planwell">www.wellington.ca/planwell</a>  To participate in the Open House by phone, you do not need to register and can join by calling the following number:  Dial +1 647 558 0588 followed by the Webinar ID: 630 2207 8134	<b>How to Participate</b>	To participate in the Public Meeting registration not required.
		<b>Location</b>	The meeting will be held at the following location:  County Council Chambers Administration Centre 74 Woolwich Street Guelph ON N1H 3T9

## Written Submissions

Please send any written submissions to the County of Wellington Planning and Development Department by email at [planwell@wellington.ca](mailto:planwell@wellington.ca) or by mail to the attention of Sarah Wilhelm, Manager of Policy Planning to the address below no later than **March 20, 2025** to be considered in the planning report. Please refer to file **No. OP-2020-01-04** when responding.

**IF A PERSON** or public body would otherwise have an ability to appeal the decision of the County of Wellington to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, the person or public body is not entitled to appeal the decision.

**IF A PERSON** or public body does not make oral submissions at a public meeting or make written submissions to the County of Wellington before the proposed official plan amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

## INFORMATION ABOUT APPEALS

In accordance with Section 17 (36.5) of the *Planning Act* there is no appeal of a decision where the Minister is the approval authority.

**IF YOU WISH** to be notified of the adoption of the proposed official plan amendment, or of the refusal of a request to amend the official plan, you must make a written request to Mr. Aldo Salis, Director of the Wellington County Planning and Development Department (address below).

**NOTE:** Any verbal or written comment/objection submitted to the County of Wellington regarding this application, which is being processed under the *Planning Act*, may be made public as part of the process.

## ADDITIONAL INFORMATION

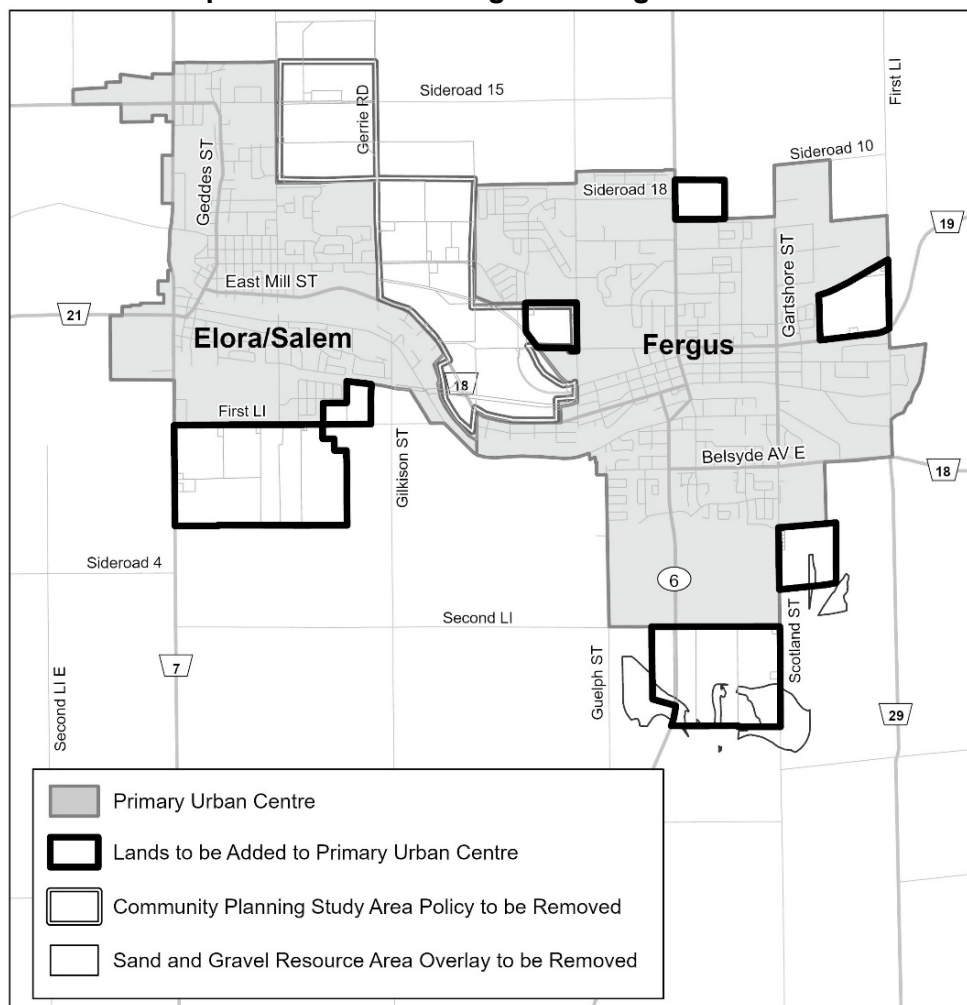
Information about the details of the amendment, including mapping, is available for review on the County of Wellington website: [www.wellington.ca/planwell](http://www.wellington.ca/planwell).

County of Wellington  
Planning and Development Department  
Administration Centre  
74 Woolwich Street  
Guelph, ON N1H 3T9

Dated at the City of Guelph  
this 13th day of February, 2025

Aldo L. Salis, MCIP, RPP  
Director Planning and Development Department  
County of Wellington

**KEY MAP Proposed Centre Wellington Changes**





February 5, 2025

To Whom it May Concern,

**Re: Proposed U.S. tariffs on Canadian Goods**

Please note at their Regular meeting held on February 5, 2025, Peterborough County Council passed the following resolution:

**Resolution No. 19-2025**

Moved by Deputy Warden Senis  
Seconded by Warden Clark

Whereas the federal government is currently in negotiations with the U.S. government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Premier Doug Ford has outlined several plans to combat the impact the proposed tariffs would have on Ontario including Fortress Am-Can which focus on strengthening trade between Ontario and the U.S. while bringing good jobs back home for workers on both sides of the border; and

Whereas the federal government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S on tariffs; and

Whereas trade between Ontario and the United States is very important to our residents and local economies and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and



Whereas municipalities have traditionally treated all procurements from trade partners equally and fairly; and

Whereas municipalities can assist in the Team Canada effort to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces.

Therefore, be it resolved that, the County of Peterborough supports the provincial and federal governments on the measures they have put in place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations;

And that federal and provincial governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the provincial and federal governments take action to remove trade barriers between provinces as a response to US tariffs and support Canadian businesses.

And that the CAO be directed to bring back a report detailing a temporary purchasing policy that integrates and addresses these concerns;

And that County Economic Development & Tourism Division be directed to implement a “Buy Local Peterborough County, Buy Canadian” campaign to encourage residents and businesses to purchase locally made and Canadian goods and services.

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Doug Ford, Premier of Ontario
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- The Hon. Paul Calandra, Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver



- Robin Jones, President, AMO and Mayor of Westport
- Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All provincial and territorial Premiers.
- All local MPs and MPPs,
- All Ontario Municipalities for their support.

**Carried**

Should you have any questions or concerns please contact Kari Stevenson, Director of Legislative Services/Clerk at [kstevenson@ptbocounty.ca](mailto:kstevenson@ptbocounty.ca).

Yours truly,

Holly Salisko  
Administrative Services Assistant – Clerk's Division/Planning  
[hsalisko@ptbocounty.ca](mailto:hsalisko@ptbocounty.ca)

February 13, 2025

The Right Honourable Justin Trudeau  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON K1A 0A2

EMAIL: [justin.trudeau@parl.gc.ca](mailto:justin.trudeau@parl.gc.ca)

Dear Prime Minister,

**RE: Request the Redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding**

Please be advised that at its meeting of January 28, 2025, Council of the Town of Niagara on-the-Lake adopted the following resolution:

Whereas municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development; and

Whereas the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment; and

Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities; and

Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs; and

Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers; and

Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;

1. Now Therefore Be It Hereby Resolved That Niagara-on-the-Lake Town Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities; and

2. Be It Further Resolved That Niagara-on-the-Lake Town Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities; and
3. Be It Further Resolved That this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs; and
4. Be It Further Resolved That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs); and
5. Be It Further Resolved That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy

If you have any questions or require further information, please contact our office at 905-468-3266.

Sincerely,



Grant Bivol  
Town Clerk

c.c. Ontario Minister of Finance Hon. Peter Bethlenfalvy - [Minister.fin@ontario.ca](mailto:Minister.fin@ontario.ca)  
Minister of Municipal Affairs and Housing Hon. Paul Calandra - [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)  
The Federation of Canadian Municipalities - [Info@fcm.ca](mailto:Info@fcm.ca)  
The Association of Municipalities of Ontario - [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)  
All local Members of Parliament (MPs)  
All local Members of Provincial Parliament (MPPs)  
All 444 Municipalities of Ontario



# Northumberland County Council Resolution

**SENT VIA EMAIL**

**January 31, 2025**

Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks)  
Honourable Peter Bethlenfalvy (Minister of Finance)  
Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development  
and MPP for Northumberland Peterborough-South)  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities

**Re: Correspondence, Municipality of St. Charles 'Deposit Return Program'**

At a meeting held on January 22, 2025 Northumberland County Council approved Council Resolution # 2025-01-22-035, adopting the below recommendation from the January 6, 2025 Public Works Committee meeting:

**Moved by:** Councillor Mandy Martin  
**Seconded by:** Councillor John Logel

"**That** the Public Works Committee, having considered correspondence from the Municipality of St. Charles regarding 'Deposit Return Program' recommend that County Council support this correspondence; and

**Further That** the Committee recommend that County Council direct staff to send a copy of this resolution to the Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks), the Honourable Peter Bethlenfalvy (Minister of Finance), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland Peterborough-South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

**Council Resolution # 2025-01-22-035**

**Carried**

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at [matherm@northumberland.ca](mailto:matherm@northumberland.ca) or by telephone at 905-372-3329 ext. 2238.

Sincerely,  
Maddison Mather



Manager of Legislative Services / Clerk  
Northumberland County



# Council Resolution

---

Moved By M. Mabin  
 Seconded By J. Fogel

Agenda Item 10      Resolution Number  
 2025-01-22- 035

Council Date: January 22, 2025

**“That** Council adopt all recommendations from the three Standing Committees, as contained within the Committee Minutes (meetings held January 6 and 8, 2025).”

Recorded Vote Requested by \_\_\_\_\_  
 Councillor’s Name

Deferred \_\_\_\_\_  
 Warden’s Signature

Carried  \_\_\_\_\_  
 Warden’s Signature

Defeated \_\_\_\_\_  
 Warden’s Signature

## Public Works Committee Resolution

---

**Committee Meeting Date:** January 6, 2025

**Agenda Item:** 7.b

**Resolution Number:** 2025-01-06-004

**Moved by:** B. Ostrander

**Seconded by:** J. Logel

**Council Meeting Date:** January 22, 2025

---

"That the Public Works Committee, having considered correspondence from the Municipality of St. Charles regarding 'Deposit Return Program' recommend that County Council support this correspondence; and

**Further That** the Committee recommend that County Council direct staff to send a copy of this resolution to the Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks), the Honourable Peter Bethlenfalvy (Minister of Finance), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland Peterborough-South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

**Carried**   
Committee Chair's Signature

**Defeated** \_\_\_\_\_  
Committee Chair's Signature

**Deferred** \_\_\_\_\_  
Committee Chair's Signature

The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE



Regular Meeting of Council

**Agenda Number:** 8.2.  
**Resolution Number** 2024-403  
**Title:** Resolution Stemming from October 16, 2024 Regular Meeting of Council - Item 8.1 - Correspondence #4  
**Date:** November 20, 2024

---

**Moved by:** Councillor Loftus  
**Seconded by:** Councillor Lachance

**BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the letter dated September 20, 2024 by the Town of Bradford West Gwillimbury, regarding the Ontario Deposit Return Program;**

**AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Minister of the Environment, Conservation and Parks, Andrea Khanjin; 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

September 20, 2024

**BY E-MAIL**

Hon. Andrea Khanjin, Minister of the Environment, Conservation and Parks  
5th Floor  
777 Bay St.  
Toronto, ON M7A 2J3

Dear Minister Khanjin:

### **Ontario Deposit Return Program**

---

I hope this letter finds you well. I am writing to formally address the recent discussions surrounding the Ontario Deposit Return Program, particularly regarding our community residents asking us about the recycling of nonalcoholic beverage plastics.

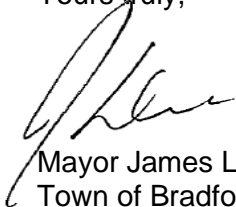
Whereas the Ontario Deposit Return Program has successfully incentivized the recycling of alcoholic beverage containers, resulting in the removal of over 204,000 tonnes of greenhouse gas emissions, we recognize the potential for similar success with nonalcoholic beverages.

The Ministry of the Environment, Conservation and Parks highlighted in their June 2023 letter that they are considering the adoption of a deposit-and-return system for nonalcoholic beverages. This initiative presents a unique opportunity to further promote recycling, reduce litter, and encourage sustainable practices among consumers.

Therefore, I am proud to announce that our Council endorses the expansion of the Ontario Deposit Return Program to include nonalcoholic beverage containers. We believe that this expansion will not only enhance environmental stewardship but also foster a culture of sustainability within our community.

We encourage all stakeholders to support this initiative and work collaboratively towards its implementation. Together, we can make a significant impact on our environment and set a positive example for future generations.

Yours truly,



Mayor James Leduc  
Town of Bradford West Gwillimbury

CC:

Hon. Peter Bethlenfalvy, Minister of Finance  
Hon. Caroline Mulroney, Member of Provincial Parliament for York-Simcoe  
MPP Sandy Shaw, Opposition Environment, Conservation and Parks Critic  
Ontario's Municipal Councils and Conservation Authorities



# The Corporation of the Town of Cobourg

## Resolution

---

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

Town of Cobourg  
55 King Street West,  
Cobourg, ON, K9A 2M2  
[clerk@cobourg.ca](mailto:clerk@cobourg.ca)

**Delivered via email**

Doug.fordco@pc.ola.org  
premier@ontario.ca

January 31, 2025

RE: Correspondence received from Northumberland County regarding the Municipal Restructuring Study

Please be advised that the Town of Cobourg Council, at its meeting held on January 29, 2025, passed the following resolution:

WHEREAS Cobourg Council understands that the Northumberland tax base is having difficulties with the constant increase in municipal taxes from both the upper and lower tier municipalities; and

WHEREAS the Council acknowledges the need to explore service rationalization, restructuring, and potential amalgamation within Northumberland County to enhance efficiency and service delivery; and

WHEREAS any study undertaken must provide a comprehensive and balanced approach to ensure that all viable options are fairly considered in determining the best governance and financial structure for all of our communities; and

WHEREAS the town of Cobourg tax base makes up 23% of the Northumberland County tax levy and the town of Cramahe contributes just 6% while both having a single vote at the County of Northumberland Council table unless it is a recorded vote; and

WHEREAS in addition to the options of restructuring and amalgamation, a third alternative must be evaluated, namely the potential dilution of the upper-tier government that could allow for the direct allocation of provincial funding to lower-tier municipalities enhancing the local decision-making process and allowing for fiscal autonomy of the various communities.

NOW THEREFORE BE IT RESOLVED THAT the Cobourg Council expresses its support and significant interest in the pursuing a study on service rationalization, restructuring, and amalgamation of Northumberland County; and that a third option, be included in the study and that the third option look at the possible dissolution of the



# The Corporation of the Town of Cobourg

## Resolution

---

upper tier government; and

FURTHER THAT this letter be forwarded to Honourable Doug Ford, Premier of Ontario, Honourable, David Piccini, Minister of Labour, Immigration, Training and Skills Development and Northumberland - Peterborough South MPP, and Honourable, Paul Calandra, Minister of Municipal Affairs and Housing and Markham-Stouffville MPP along with all other lower tier municipalities asking for their support in ensuring this much needed study explores all potential options that may better serve the resident of Cobourg and Northumberland County.

Sincerely,

A handwritten signature in black ink that reads "Kristina Lepik".

Kristina Lepik  
Deputy Clerk/Manager, Legislative Services

Enclosure.

cc. Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Northumberland – Peterborough South MPP;  
Honourable Paul Calandra, Minister of Municipal Affairs and Housing; and  
All lower tier Ontario Municipalities

January 22, 2025

*Delivered via email*

Dear Northumberland County Clerks,

**Re: Municipal Restructuring Study**

I am writing to share a report and accompanying Council Resolution approved by Northumberland County Council on December 18, 2024. The report entitled 'Budget 2025 – Municipal Restructuring Study', was requested by County Council on November 20, 2024 for the purposes of investigating the cost of a restructuring study as part of 2025 budget deliberations.

As per Council's request, this letter is being sent to Member Municipalities to determine interest in pursuing a study of service rationalization, restructuring and/or amalgamation. The support required would include staff time to gather and share information, as well as meetings with the consultant. The study would be informative, and participation would not be seen as an agreement to move forward with any recommendations resulting from the study. If a majority of Member Municipalities wish to participate in the study, we will take the results back to County Council for next steps on moving forward.

**Please note the response deadline of March 3, 2025.**

Thank you for your consideration and we look forward to hearing from you.

Sincerely,



Jennifer Moore  
CAO, Northumberland County

c.c. Northumberland County CAOs  
Maddison Mather, Clerk, Northumberland County

# Council Resolution

---

Moved By: J. Logel

Seconded By: R. Crate

Agenda  
Item 17.c  
(2.i)

Resolution Number  
2024-12-18- 926

“That County Council direct staff to send a letter to each of Northumberland County’s 7 Member Municipalities to determine interest in pursuing a municipal restructuring study, with a response deadline of March 3, 2025.”

Recorded Vote  
Requested by \_\_\_\_\_  
Councillor’s Name

Deferred \_\_\_\_\_  
Warden’s Signature

Carried  \_\_\_\_\_  
Warden’s Signature

Defeated \_\_\_\_\_  
Warden’s Signature



If you require this information in an alternate format, please contact the Accessibility Coordinator at accessibility@northumberland.ca or 1-800-354-7050 ext. 2327



## Report 2024-167

**Report Title:** Budget 2025 – Municipal Restructuring Study

**Prepared by:** Jennifer Moore  
Chief Administrative Officer  
Office of the CAO

**Approved by:** Jennifer Moore, CAO

**Council Meeting Date:** December 18, 2024

**Report Not Considered by**

**Standing Committee Because:**

- Time-sensitive Issue (information received too late for Committee consideration)
- Urgent Matter (issue arose after this month’s Committee meeting)
- Other

**Strategic Plan Priorities:**  Innovate for Service Excellence  
 Ignite Economic Opportunity  
 Foster a Thriving Community  
 Propel Sustainable Growth  
 Champion a Vibrant Future

---

### Recommendation

“That County Council, having considered Report 2024-167 ‘Budget 2025 - Municipal Restructuring Study’, direct staff to request input from member municipalities to determine interest in pursuing a municipal restructuring study.”

---

### Purpose

At their November 20, 2024 meeting, County Council discussed budget considerations for 2025. As a result of the discussions, staff were directed to report back on the cost of an amalgamation study in the draft budget.

## Background

The idea of restructuring is not new to Northumberland County. Northumberland has been restructured several times in its 232-year history. Northumberland was initially formed in 1792. It joined with Durham County to form the Newcastle District in 1802, as part of Upper Canada. In 1850 it became the United Counties of Northumberland and Durham. It remained as the United Counties until 1973. On January 1, 1974, the majority of Durham County joined Ontario County to form Durham Region, except for the Town of Port Hope and Hope Township. Hope and Port Hope joined Northumberland County to form a standalone County named Northumberland. Over the years there have been various changes to the boundaries and names of lower tiers, as those organizations have been restructured, as well with population growth and Provincial direction.

In the late 1990's there was significant restructuring across the province and the number of municipalities was reduced by almost half. Northumberland's boundaries were changed once again when Murray Township left Northumberland and joined the newly formed City of Quinte West. Northumberland's boundaries have otherwise remained unchanged, but there were several amalgamations of lower-tiers. By 2001, Northumberland was comprised of seven lower-tiers and looks as it does today.

<b>Current</b>	<b>Formerly</b>
Town of Cobourg	Town of Cobourg
Municipality of Port Hope	Town of Port Hope Hope Township
Municipality of Trent Hills	Town of Campbellford Village of Hastings Seymour Township Percy Township
Municipality of Brighton	Town of Brighton Brighton Township
Hamilton Township	Hamilton Township
Township of Alnwick/Haldimand	Alnwick Township Haldimand Township
Township of Cramahe	Village of Colborne Cramahe Township

Around the time of the municipal restructuring in 2001, there were also significant changes in the responsibilities of each level of government. While services such as road and bridges had been the County's responsibility since the days of horse and buggy, the County assumed responsibility for many additional services from the province, including Housing and Paramedics.

The table below summarizes key municipal services, and which level of municipal government delivers the service within Northumberland County. It should be noted that the responsibilities of each level of government have changed over time. The manner in which services are delivered varies dramatically across the province. Every municipality has a unique combination of service responsibilities and service levels. The range of services seems to be most diverse in the two-tier municipal structures where a County is the upper tier. Regional governments tend to have more similarities in the distribution of services between the upper and lower tiers.

Service		Upper Tier	Lower Tier
Infrastructure			
	Roads	*	*
	Bridges	*	*
	Water		*
	Wastewater/Sewage		*
	Solid Waste	*	
Community Services			
	Social Services/Service Manager	*	
	Housing	*	
	Parks & Recreation		*
	Forest	*	
	Libraries		*
	Transit		*
	Cemeteries		*
Protection Services			
	Police		*
	Fire		*
	Fire – Communications tower/Dispatch shared service	*	
	Provincial Offences	*	
	Court Security		*
	By Law Enforcement	*	*
	Emergency Planning	*	*
Health Care			
	Paramedics	*	
	Community Paramedicine	*	
	Long Term Care	*	
	Health Unit (funding only)	*	
	Walk-in Clinic	*	

Service		Upper Tier	Lower Tier
Community Development			
	Economic Development	*	*
	Tourism	*	*
	Land Use Planning	*	*
	Conservation Authority (funding only)		*
	Inspections		*
	Inspections – Shared Service	*	
Legislative Services			
	Clerk/Governance	*	*
	Licensing		*
	Archives (existing shared service)	*	*
	MPAC (funding only)	*	
Corporate Services			
	HR/Payroll	*	*
	Finance/Treasury	*	*
	Legal	*	
	IT/GIS (existing shared service)	*	*
	Health & Safety	*	*
	Facilities/Property Management	*	*
	Communications	*	*

## Notes

\*Some services may be a lower tier responsibility, but are not necessarily delivered by every member municipality.

\*\* Some services may be delivered by another entity, while remaining the responsibility of the municipality.

There are several services where there are existing formal, or informal, shared services arrangements. Selected services have been consolidated, or partially consolidated, at the upper tier to achieve efficiencies and economies of scale such as IT, road surface treatment, GIS, etc. There have been other shared services agreements on an ad hoc basis in recent years such as HR. In addition to the more formal arrangements, municipalities across the County frequently collaborate on service delivery and projects. For example, joint training exercises, road construction with underground works, and purchasing.

## Consultations

The County and member municipalities have explored opportunities for shared services over the past couple of decades, with some new opportunities advancing and others being abandoned after hitting barriers. Staff have consistently approached this work with the intention of maintaining (or improving) service levels for the same or less cost. However, it is inherently difficult to voluntarily merge the work of eight separate legal entities with independent governance structures. Every organization has their own identified priorities, in addition to busy day-to-day operating demands.

Anecdotally, there are mixed opinions about the success of previous amalgamations. The key difference is that most previous amalgamations were initiated through a Provincial directive, or a very strong suggestion from the Province that municipalities look to merge with one or more neighbouring municipalities. Small municipalities speak to the potential benefits of economies of scale across their operations, although many municipal services cannot achieve significant savings even at their present size and scale due to labour intensive services, large geographic areas, and other limitations. Municipalities that underwent large amalgamations, such as moving to a single tier, often acknowledge long-term benefits but reference many challenges, including governance structure and service rationalization, that need to be overcome in the early days. In many cases, there were increased costs during the initial years of an amalgamation, as common service levels and expectations were settled. For many communities, particularly in rural Ontario, there are strong ties to existing features of the community; there is a reluctance to accept the changes that could lead to more significant savings.

### **Legislative Authority / Risk Considerations**

The Municipal Act 2001 Part V, Municipal Reorganization specifically permits restructuring of municipalities. This section of the Act outlines the process and authorities for various aspects of restructuring the governance of a municipality or municipalities. The purpose of this section is as follows:

*171 (1) The purposes of section 172 to 179 are,*

- (a) To provide for a process which allows municipal Restructuring to proceed in a timely and efficient manner;*
- (b) To facilitate municipal restructuring over large geographic areas; and*
- (c) To facilitate municipal restructuring of a significant nature which may include elimination of a level of municipal government, transfer of municipal powers and responsibilities and responsibilities and changes to municipal representation systems. 2001, c.25 s. 171(a)*

### **Discussion / Options**

Any study on municipal restructuring will require participation from all seven member municipalities, and most likely the County, depending on the services being considered. It is critical that there is an interest in the study, and a commitment of support from the participants. The support required would include staff time to gather and share information, as well as meetings with the consultant. The study would be informative, and participation would not be seen as an agreement to move forward with any recommendations resulting from the study.

Staff propose an initial step by County Council to request input from member municipalities to determine interest in pursuing a study of service rationalization, restructuring and/or amalgamation. Further, a resolution should be requested from each member municipality to express their level of interest in the information learned through such as study. This resolution would only be a commitment to participate and receive the final report, but would NOT obligate any municipality to proceed with implementation of the report recommendations.

Further, if a majority of member municipalities wish to participate in the study, then the County should proceed with the procurement of a consultant to conduct the necessary research and analysis, and make recommendations for consideration. Given the anticipated size and scope of the study, it would be a competitive RFP process.

Staff propose two options should there be sufficient interest from member municipalities:

- a) Study the benefits and challenges of a full amalgamation to a single government across Northumberland County for all services. This would include costs and resourcing required through a transition period, projected ongoing savings or increases, high level review of staffing implications, proposed governance model, etc.
- b) Select 1-2 services to evaluate and develop an assessment of options for restructuring. Restructuring could result in an upload to the County, or consolidation with one of the seven member municipalities for all or part of a service, based on the analysis. The review would include transitional and ongoing operational impacts to governance, staffing, service levels, and financial implications, as well as an initial plan for implementation.

Staff recommend option B, and recommend that it be referred to the CAOs' Committee to determine the services to be reviewed. The CAOs should provide input into developing common goals for a study, including financial objectives, service level equalization, staffing and asset impacts, as well as qualitative impacts of service restructuring.

### **Financial Impact**

The cost would be dependent on the scope of the review. Given the complexity of the assessment and number of municipalities, consulting costs would likely be \$150,000 - \$250,000 for the initial reviews, depending on number and complexity of departments included in the study, and the number of municipalities currently offering the service. The work required would be unique to Northumberland County, and could require extensive planning if the direction is to conduct a review of a full amalgamation, with costs likely exceeding the top end of the estimate for a full implementation plan. Given the time required for member municipal consideration as well as the RFP process, it is expected that only a portion of costs would be incurred in 2025 with the balance incurred in 2026.

### **Member Municipality Impacts**

Depending on the extent of the review, there could be a significant impact to member municipal operations and governance.

### **Conclusion / Outcomes**

Staff recommend this report be received for information, and considered as part of the 2025 budget deliberations.

### **Attachments**

N/A



4800 SOUTH SERVICE RD  
BEAMSVILLE, ON L0R 1B1  
905-563-8205

February 4, 2025

SENT VIA EMAIL: [clerks@aurora.ca](mailto:clerks@aurora.ca)

Town of Aurora  
Mayor Tom Mrakas  
100 John West Way  
Aurora, ON  
L4G 6J1

**RE: Town of Lincoln Council Resolution – Request the Redistribution of the Provincial Land Transfer Tax and GST to **Respective** Municipalities for Sustainable Infrastructure Funding**

Please be advised that Council of the Corporation of the Town of Lincoln at its Council Meeting held on February 3, 2025, endorsed correspondence from the Town of Aurora dated November 5, 2024, regarding Request the Redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding, with the following motion:

Resolution Number: RC-2025-04  
Moved by: Councillor Greg Reimer Seconded by: Councillor J.D. Pachereva

That Council support and endorse the resolution as amended within the correspondence received regarding the request for the redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure funding.

**CARRIED AS AMENDED**

Whereas municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development; and

Whereas the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment; and

Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with **respective** municipalities; and

Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to **respective** municipalities to address local infrastructure needs; and

Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to **respective** municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers; and

Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow **respective** municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents.

1. Now Therefore Be It Hereby Resolved That Town of Lincoln Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to **respective** municipalities; and
2. Be It Further Resolved That Town of Lincoln Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to **respective** municipalities; and
3. Be It Further Resolved That this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to **respective** municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs; and
4. Be It Further Resolved That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs); and
5. Be It Further Resolved That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.

If you require any additional information, please do not hesitate to contact the undersigned.



Regards,

Julie Kirkelos  
Town Clerk

[jkirkelos@lincoln.ca](mailto:jkirkelos@lincoln.ca)

JK/dp

- c.c. Prime Minister of Canada
- Premier of Ontario
- Minister of Finance
- Minister of Municipal Affairs and Housing
- Niagara Area MPs and MPPs
- All Ontario municipalities
- Federation of Canadian Municipalities (FCM)
- Association of Municipalities of Ontario (AMO)



100 John West Way  
Aurora, Ontario  
L4G 6J1  
(905) 727-3123  
aurora.ca

Town of Aurora

## Member Motion

Mayor's Office

---

**Re:** Request the Redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding

**To:** Members of Council

**From:** Mayor Tom Mrakas

**Date:** November 5, 2024

---

Whereas municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development; and

Whereas the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment; and

Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities; and

Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs; and

Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers; and

Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;

1. Now Therefore Be It Hereby Resolved That Aurora Town Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities; and

2. Be It Further Resolved That Aurora Town Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities; and
3. Be It Further Resolved That this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs; and
4. Be It Further Resolved That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs); and
5. Be It Further Resolved That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.

---

**Resolution: EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs**

---

**Moved by: Corinna Smith-Gatcke, Warden of the United Counties of Leeds & Grenville**  
**Seconded by: Steve Ferguson, Vice-Chair, EOWC / Mayor of Prince Edward County**

**Whereas** the Canadian government is currently in negotiations with the United States (U.S.) government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

**Whereas** Canada's Prime Minister and Ontario's Premier have outlined several plans to combat the impact that the proposed tariffs would have on Ontario which focus on strengthening trade between Ontario and the U.S. while bringing jobs back home for workers on both sides of the border; and

**Whereas** the Canadian government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S. on tariffs; and

**Whereas** trade between Ontario and the U.S. is very important to our residents and local economies, and requires all levels of government to work together in the best interest of those residents; and

**Whereas** according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

**Whereas** Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

**Whereas** municipalities play a crucial role as part of the Team Canada approach to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

**Whereas** there are trade barriers between Canadian provinces and territories.

**Therefore, be it resolved that the Eastern Ontario Wardens' Caucus** supports the Canadian and Ontario governments on the measures they have put in-place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations, and ensure municipalities are part of the coordinated Team Canada approach;

**And that** the Canadian and Ontario governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

**And that** the Canadian and Ontario governments take action to remove trade barriers between provinces as a response to U.S. tariffs and support Canadian businesses;

**And that** the Canadian and Ontario governments remove all legislative barriers that impact the ability to buy local, and indemnify municipalities should there be challenges to buying Canadian;

**And that** the Canadian and Ontario governments continue to invest in infrastructure to provide stability, jobs, and support our communities' social and economic prosperity over the long-term.

**Be it further resolved, that copies of this motion be sent to:**

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- Doug Ford, Leader of the Progressive Conservative Party
- Marit Stiles, Leader of the Ontario New Democratic Party
- Bonnie Crombie, Leader of the Ontario Liberal Party
- Mike Schreiner, Leader of the Ontario Green Party
- Ontario's Minister of Economic Development, Job Creation and Trade
- Ontario's Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver
- Robin Jones, President, AMO and Mayor of Westport
- Christa Lowry, Chair, Rural Ontario Municipal Association
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All regional Members of Canadian Parliament
- All candidates running as Ontario Members of Parliament
- All of Ontario's municipalities for their support

**Carried**



**Chair Bonnie Clark, EOWC**

**February 10, 2025**



January 29, 2025

All Municipalities in Ontario  
Via Email

**Re: Sovereignty of Canada**

Please be advised that Council of the Town of Halton Hills at its meeting of Monday, January 20, 2025, adopted Resolution No. 2025-0010 regarding Sovereignty of Canada.

Attached for your information is a copy of Resolution No. 2025-0010.

Respectfully,



Melissa Lawr, AMP  
Deputy Clerk – Legislation



THE CORPORATION  
OF  
THE TOWN OF HALTON HILLS

**Resolution No.:** 2025-0010

**Title:** Sovereignty of Canada

**Date:** January 20, 2025

**Moved by:** Councillor D. Keene

**Seconded by:** Councillor J. Brass

**Item No. 12.2**

---

WHEREAS incoming President Trump has suggested that with the use of “economic force” such as tariffs, Canada should become the 51st state of the United States, and further he suggests that many Canadians would agree;

AND WHEREAS residents of our community, known as Canada’s Most Patriotic Town, have demonstrated passion for and loyalty to our nation by opposing past "Buy America" trade measures; by celebrating Canada's 150th anniversary by simultaneously flying over 57,000 Canadian flags and along with other activities, by annually hosting popular Canada Day festivities throughout our municipality; and

AND WHEREAS Canada is a sovereign nation with a peaceful history of self-governance dating to its Confederation in 1867; and

AND WHEREAS the Canadian identity is marked by a deep-rooted pride in its heritage and culture founded by French and British settlement, enriched by Indigenous culture and traditions and by more than a century and a half of multi-cultural immigration;

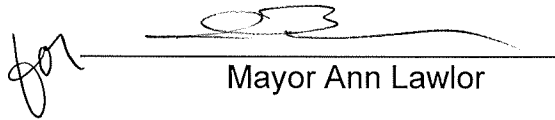
AND WHEREAS Canada has significant global standing, consistently supporting its allies, including the United States, in global conflicts such as two world wars, and wars in Korea and Afghanistan; and in international coalitions and in being consistently recognized as among the top countries in the world for quality of life;



AND WHEREAS the shared history of the United States and Canada has been one of friendship, respect and neighbourly relations;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Halton Hills categorically rejects any efforts by incoming President Trump or any others to undermine the sovereignty of Canada. We stand united with our Ontario Premier Doug Ford and our Canadian Prime Minister Justin Trudeau for a Canada that remains strong, free, independent, and characterized by peace, order, and good government.

AND FURTHER THAT the Mayor prepare correspondence containing this resolution for circulation to the office of the American president through our Canadian diplomatic channels with copies to The Right Honourable Justin Trudeau, Prime Minister, The Honourable Melanie Joly, Minister of Foreign Affairs, MP Michael Chong, Premier Doug Ford, The Honourable Vic Fedeli, Minister of Economic Development, Job Creation and Trade of Ontario, MPP Ted Arnott, Leaders of the Opposition Parties, AMO, FCM, and all municipalities in Ontario.

  
Mayor Ann Lawlor

**PRESENT:** JAAC Member Karen Danis  
JAAC Member Michael Doan  
Warden Rhonda Ehgoetz  
JAAC Member Vince Judge  
JAAC Member Alice Mainland

**REGRETS:** JAAC Member Shannon Palmer  
JAAC Member Christy Bannerman  
JAAC Member Sharon Flanagan

**STAFF:** Tyler Sager, Manager of Legislative Services / Clerk

**1. CALL TO ORDER**

Clerk Sager called the meeting to order at approximately 1:32 p.m.

**1.1 Election of Meeting Chair**

Moved by: JAAC Member Karen Danis  
Seconded by: JAAC Member Alice Mainland

THAT the Joint Accessibility Advisory Committee appoint Vince Judge as the Chair for the October 22, 2024 meeting.

Carried

**2. DISCLOSURE OF PECUNIARY INTEREST – None**

**3. CONFIRMATION OF AGENDA**

**3.1 Confirmation of the Agenda - October 22, 2024**

Moved by: JAAC Member Karen Danis  
Seconded by: JAAC Member Michael Doan

THAT the Joint Accessibility Advisory Committee October 22, 2024 Agenda be approved.

Carried

**4. ADOPTION OF MINUTES**

**4.1 Adoption of Minutes for September 24, 2024**

Moved by: JAAC Member Alice Mainland

Seconded by: Warden Rhonda Ehgoetz

THAT the Joint Accessibility Advisory Committee September 24, 2024 Minutes be approved.

Carried

**5. PUBLIC MEETINGS, PUBLIC HEARINGS AND DELEGATIONS – None**

**6. REPORTS**

**6.1 Clerk's Update**

Moved by: JAAC Member Alice Mainland  
Seconded by: JAAC Member Karen Danis

THAT Joint Accessibility Advisory Committee receives the "Clerk's Update" report for information.

Carried

**6.2 JAAC Site Plan Feedback Reports:**

- JAAC Site Plan Review Feedback Report - Smurk Milverton Lots
- JAAC Site Plan Review Feedback Report - Horst Welding Secondary Review
- JAAC Site Plan Review Feedback Report - Huron Creek Developments
- JAAC Site Plan Review Feedback Report - 4 Main St, Milverton

**7. CORRESPONDENCE**

Moved by: JAAC Member Michael Doan  
Seconded by: JAAC Member Karen Danis

THAT the Joint Accessibility Advisory Committee receives correspondence items 7.1 to 7.10 for information.

Carried

**8. OTHER BUSINESS**

**8.1 Vince Judge: Years of Service for Dennis Manarey**

Moved by: JAAC Member Michael Doan  
Seconded by: JAAC Member Karen Danis

THAT the Joint Accessibility Advisory Committee approve the expense of a plaque recognizing the years of service of Dennis Manarey.

Carried

**9. FUTURE MEETINGS**

**9.1 Discussion regarding 2024 meetings:  
November 26, 2024 at 1:30 p.m.  
December 17, 2024 at 1:30 p.m.**

Moved by: JAAC Member Michael Doan  
Seconded by: JAAC Member Alice Mainland

THAT the Joint Accessibility Advisory Committee not meet in the months of November and December and will reconvene in January; and

THAT the Joint Accessibility Advisory Committee if needed before year end permit a meeting, it be done so by the Call of the Chair or should the Chair not be available then correspondence be sent to the Committee to decide.

Carried

**10. ADJOURNMENT**

**10.1 Adjournment of Perth County Joint Accessibility Advisory Committee**

Moved by: JAAC Member Karen Danis  
Seconded by: JAAC Member Alice Mainland

THAT the Joint Accessibility Advisory Committee meeting be adjourned at approximately 1:58 p.m.

Carried

---

Vince Judge, Chair

---

Tyler Sager, Clerk



## INFORMATION REPORT

---

**From:** Sally McMullen, Building and Development Supervisor/CBO  
**Date:** Monday, February-24-25  
**Subject:** Q4 and Annual Summary of Building, Site Plan and Bylaw Activity.

---

### Background:

Building and Development Services includes the subject areas of:

- Administration and enforcement of the Ontario Building Code including plans examination, inspection, permitting, orders, and collection of fees.
- Coordination of Site Plan Control activities.
- Bylaw Enforcement including responding to calls, patrol, special events assistance, and community education activities.

The quarterly activity report is included as a regular item on the Consent Agenda of Regular Council Meetings. This report, for the fourth quarter also serves as a summary for the 2024 calendar year.

### Q4 Building Activity

#### 1. Applications:

Building Permit Application activity continued at a steady pace through the fourth quarter. There were 403 new permit applications in 2024 which is consistent with the previous four-year average of 393.

Many repeat applicants require little to no assistance in applying for a permit while new or one-time applicants are assisted in person, through messages or over the phone by administrative assistants. 402 of the 403 applications and all of the plans resubmissions were digital submissions in Cloudpermit.

Total numbers of applications are provided below by category:

<b>Building Permit Applications by Category</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Total</b>
Accessory Structure	12	18	14	16	60
Agricultural	8	26	12	7	53
Commercial	10	3	11	7	31
Demolition	5	9	5	8	27
Industrial	1	1	1	3	6
Institutional	2	7	1	1	11
Other	15	12	18	14	59
Residential	27	42	27	26	122
Septic Systems	5	10	13	6	34
					<b>Total: 403</b>
Plans Resubmission	3	2	4	4	13

Notes:

- Each category of permit applications includes new construction as well as renovation/alteration/addition.
- Of the applications applied for in the fourth quarter there are 11 applications with outstanding changes requested by the plans examiner, 9 issued permits but not released because they are awaiting fee payments, 5 still in review and 2 awaiting related approvals before moving on.
- “Other” includes signs, pool enclosures, plumbing only, tents and solar panels, retaining walls and a few miscellaneous items.

2. Issued Permits

The chart below provides totals for the permits issued in the year by category and quarter:

<b>Total number of Permits Issued</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Total</b>
Accessory Structure	9	11	14	6	40
Agricultural	2	26	11	8	47
Commercial	4	6	9	5	24
Demolition	3	8	5	8	24
Industrial	0	1	2	2	5
Institutional	0	4	5	0	9
Other	15	9	15	14	53
Residential	20	30	33	20	103
Septic Systems	4	10	9	10	33
					<b>Total:338</b>
Plans Resubmissions reviewed/issued	3	2	2	5	12

The statutory timelines for review of a permit application range from 10 to 30 days depending on the occupancy type of the building. If the permit cannot be reviewed or issued because of missing documentation or pending approvals for applicable law, then the applicant is to be notified in the first 2 days of the submission. In this instance the statutory timelines are a service target instead of a requirement. Applicants are informed of the status of their application within two business days through the messaging and 'changes requested' functions in Cloudpermit.

Plans examination is completed by the North Perth Building Officials except for complex buildings and certain more complicated projects that we haven't had a lot of experience in such as the 5 storey apartment building plans submitted this year. In 2024, there were approximately 10 applications reviewed by a third party with mentorship to internal staff for future projects of a similar nature.

The chart below provides a summary of review periods for permits issued in the fourth quarter. They are comparable to previous quarters.

<b>Category</b>	<b>Number Of Permits</b>	<b>Avg Review Period (Days)</b>
Accessory Structures	6	37
Agricultural	8	31
Commercial	5	32
Industrial	2	57
Demolition	8	15
Plumbing	4	20
Pool	1	16
Residential	20	56
Sewage System	10	28
Signs	6	16
Other (tents, solar, resub etc.)	3	33
Plans Resubmission	5	17
Total number of Permits Issued	78	

### 3. Housing Permits Summary

The following chart provides a breakdown the dwelling units permitted for construction in the Municipality by dwelling unit type, in 2024:

	Single Detached	Semi Detached (# of units)	Apartment	ARU	Other Multi	Mobile Homes	Totals
New Dwellings	29	4	89	13	3- Fourplexes 1-Lodging House	2	150
Demolition	11	0	0	1	0	0	12
Net # of new Dwelling units.	18	8	89	9	13	2	138

#### 4. Inspections

There were 491 inspections conducted, and corresponding reports filed in Cloudpermit in the fourth quarter. Applicants can request inspections in Cloudpermit for next day appointments no later than 3pm on the day prior. The OBC requires that the inspection be conducted within 2 business days and our internal target is 1 business day, which is almost always achieved.

Inspections are completed by North Perth Building Officials with the exception of Complex Buildings such as the hospital. Occasionally, we have relied on a third party for coverage of inspections to ensure the two-day turnaround.

Periodically there is a need for more significant enforcement actions. There are currently 5 properties with open/active orders applied for various non-compliance issues that have not been managed by the property owner or tenant in a timely, voluntary manner.

#### 5. Records Management

The Municipality has contracted GreenPhi Technologies and Cloudpermit to assist in the importing of all past digital building permit information from the Keystone software into Cloudpermit. Department staff have also collected and sorted all other relevant digital and paper records relating to these older files for filing into the imported permit files. This is an important project for the municipality to follow up on outstanding items in older permits. The duty of care and diligence on enforcement on open permits is increasing for municipalities. Work on this front continues to be a priority.

#### 6. Staffing, Training and Development

Continual learning is a stated goal of the department. Several professional development activities took place in the fourth quarter including:

This document is available in alternate formats, upon request.



- Two Building Officials attended the Ontario Building Officials Association (OBOA) Annual Meeting and Training Sessions event which is a three-day education, networking and tradeshow for Ontario Building Officials.
- All Three Building Officials attended the OBOA Roadshow where they reviewed key changes relate to the 2024 Ontario Building Code.
- Two Building Officials attending monthly Bluewater Chapter OBOA meetings.
- One Building Official took the “Small Buildings” exam preparatory Course through OBOA.

The department has one vacancy, for a plans examiner/building inspector and one plans examiner/building inspector working towards their qualifications.

## **Q4 Site Plan Activity**

### **1. Q4 Activity**

The Site Plan Review Committee continues to meet every second week to conduct pre-consultations with potential applicants and to review new applications or resubmitted plans following revisions. Agendas are continually prepared and circulated 8 to 10 business days ahead of the scheduled meeting. Each applicant is receiving a written summary of the meeting/review results 5-10 business days following the meeting.

In Q4 the Committee conducted 0 pre-consultations, reviewed 2 new applications, 5 resubmissions, and 2 amendments. Additionally, 2 site plan agreements were finalized/registered, and 5 other agreements in various stages of drafting and review either internally or by the developer.

### **2. Records Management**

The Cloudpermit Planning Module has been purchased by the Municipality to enhance record keeping and provide a connectivity between planning approvals and building permits on the same parcel. The new planning module will integrate all planning applications with the building department and permit process, ensuring seamless coordination. Centralizing all documents and correspondence in a single location will provide municipal departments with full access to project information. Building Department and Operations staff are currently partnering to tailor the software to North Perth’s needs and priorities. The initial focus is on site plan control, minor variances, and tracking for requirements in site plan and subdivision agreements.

Cloudpermit worked on certain assurances that a possible merger of data and files with a future Planning Module at the County level. assurance that the data can be merged when the County launches the Planning Module. The program can be utilized for all planning application types

This program can provide a strong system in the management of all planning application types. Staff from Building, Operations and Environmental Services have been working together to build the tailored process from start to finish. Brainstorming

sessions began in the fourth quarter. The Clerk’s Department, Finance and Operations staff have been extremely collaborative in this endeavor.

**Q4 Bylaw Enforcement Activity**

1. Activity Summary

Bylaw received 72 service requests through the Citizen Portal in Q4 of 2024. Responses has been completed for 48 service requests by the end of the quarter. The two by-law officers have logged 158 work orders in this quarter including response to service requests, follow up activities and patrol of parking (especially winter parking), school zones and public spaces.

The following chart provides a breakdown of the activity by subject matter:

<b>Q4 Completed Patrol Work Orders</b>	
Canine - Off Leash Patrol	21
General/Other - See Notes	14
Parking Patrol	39
Parks Patrol	33
Winter Parking Patrol*	3
<b>Subtotal</b>	<b>110</b>
<b>Q4 Completed Complaint Work Orders</b>	
Canine Control - Kennels	2
Canine Control - Nuisances	7
Fire (Campfire, Burning Concerns)	1
Noise and Nuisances	8
Other (Dumping, Snow Removal)	4
Parking	13
Property Standards	13
Subtotal	48
<b>Total Service Requests -Q4</b>	<b>72</b>
<b>Total Work Orders - Q4:</b>	<b>158</b>

\*Specific "Winter Parking Patrol" was a record type created late in Q4 - Refer to "Parking Patrol"

A breakdown of workorders by type for the 2024 year is attached, but please note that the bylaw records management system was significantly updated in the mid point of the year and the breakdown is therefore an incomplete data set for the year but a good indicator of the type and ratios of the enforcement activities.

2. Process and Records Management

This document is available in alternate formats, upon request.

Every service request is responded to by a site visit and interviews with the relevant parties. Available evidence is recorded and details of the response logged in Citywide. Staff continue to learn how to optimize this software for recording and tracking enforcement actions.

The first objective in a response is to assess the situation and provide education to both parties about what the Municipal Bylaws include and requesting voluntary compliance. Fines and Orders are used when compliance is not achieved or attempted in a specified time.

It is critical that sufficient evidence is recorded prior to issuing fines and orders to increase the success that enforcement actions are upheld if challenged.

Respect for the privacy of individuals is another strong objective. Enforcement and education actions taken by By-Law officers do not intend to divulge detailed information about the parties to each other.

### 3. Animal Control

The Kitchener Waterloo Stratford and Perth Humane Society provide the following summary of the activities performed by their staff through a service agreement with the Municipality.

#### Animal Control Activity Totals for 2024

Case Type	January	February	March	April	May	June	July	August	September	October	November	December	Total
Welfare Checks	1	0	0	0	0	0	0	0	0	0	0	0	1
DOA	0	0	0	1	0	0	0	0	1	1	1	0	4
Enforcement	0	0	0	1	0	2	0	0	0	2	0	0	5
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0
Seizure/Police/Province Assist	0	0	0	0	0	0	0	0	0	0	0	0	0
Stray	6	0	1	4	3	5	3	2	4	1	2	0	31
Transport	0	0	0	0	1	0	0	1	0	0	0	0	2
Wildlife	0	2	3	0	4	2	4	3	1	4	5	2	30
<b>Total</b>	<b>7</b>	<b>2</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>8</b>		<b>71</b>

**Stray Animal Intake Totals for 2024**

Animal Type													Total
Dog	1	0	1	8	4	4	1	0	9	0	1	0	29
Cat	4	1	0	0	1	1	1	2	1	1	3	0	15
Rabbit	0	0	0	0	0	0	0	1	0	0	0	0	1
Guinea Pig	0	0	0	0	0	0	0	0	0	0	0	0	0
Birds	0	0	0	0	0	0	0	0	0	0	0	0	0
Reptile	0	0	0	0	0	0	0	0	0	0	0	0	0
Rodent	0	0	0	0	0	0	0	0	0	0	0	0	0
Wildlife	0	2	1	1	2	1	2	2	1	1	1	1	15
Total	5	3	2	9	7	6	4	5	11	2	5	1	60

During the quarter a new contract was successfully negotiated with this organization for continued service through the next 5 years. It was approved by Council in December 2024.

By-law officers in North Perth conduct annual inspections of Dog Kennels in the Municipality. The inspections began in the fourth quarter of 2024. Each inspection takes about 2 hours and incorporates a lot of education for kennel operators with respect to zoning, welfare conditions and related legislation that operators need to be familiar with. There are 14 active, licensed kennels in the Municipality. The kennel inspection results are used in the licensing of kennels in the Municipality in the new year.

**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:** Sally McMullen, Building and Development Supervisor/CBO

**Reviewed by:** Kriss Snell, CAO

[Click here to enter a date.](#)

Sally McMullen, Building and Development Supervisor/CBO

# **SOCIAL CONNECTION AND HEALTH**

**Laura O'Rourke**

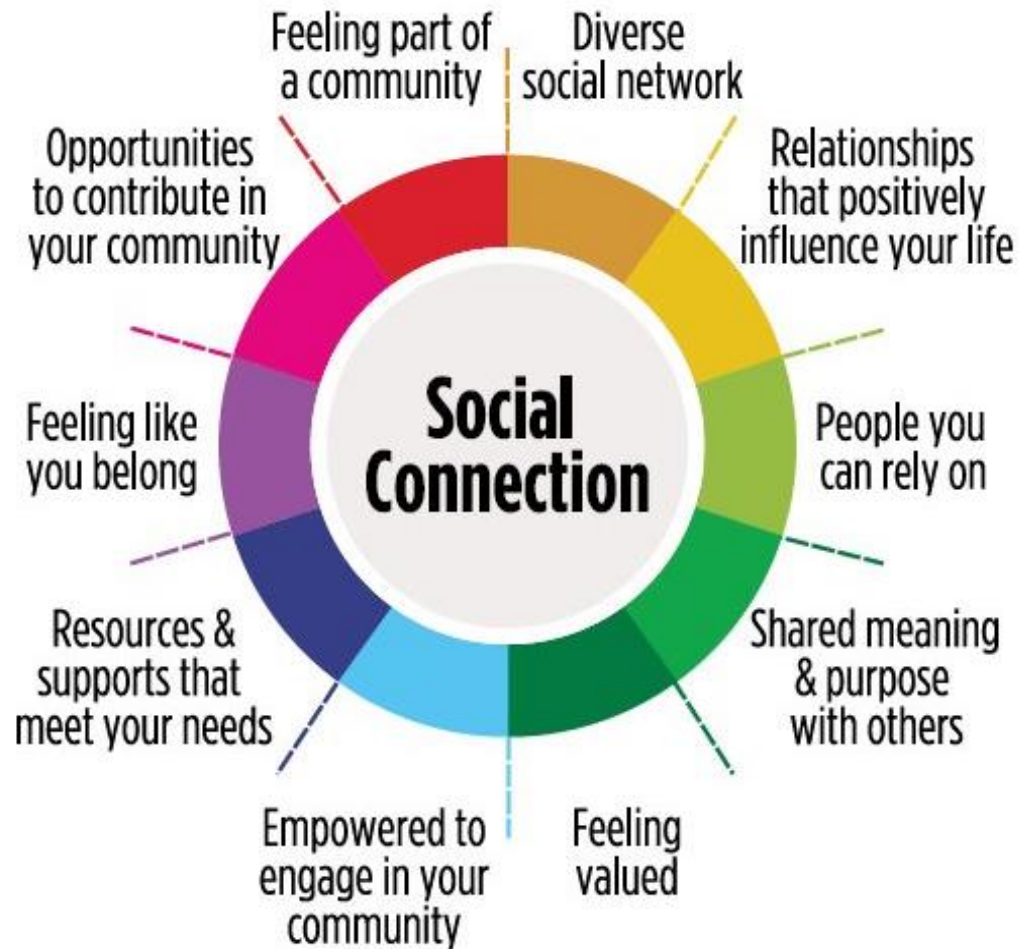
**Lyndsay O'Donnell**

Health is...

a state of complete physical,  
mental and **social** well-being

...not just the  
absence of disease.

# Why Social Connection?



*“Loneliness is like hunger and thirst...a natural signal our body sends when we’re lacking something....in this case social connection.”*

US Surgeon General Dr. Vivek Murthy



# Social connection is vital to community health and success

## **Socially connected communities:**

- Have been shown to have better population-level health
- Prepare for, respond to, and recover more quickly from natural hazards than those with lower levels of social connection
- Have increased civic engagement and more representative government.

# Community Guidelines



- Promote awareness of the importance of social connection
- Foster healthy social and emotional development
- Make social connection a priority in policies and practices
- Design environments for connection and invest in social events, activities and programs
- Improve accessibility and inclusion for all people
- Measure and make progress towards improving social wellbeing



## Social Connection A PRIMER FOR MUNICIPALITIES

Municipal governments in Huron and Perth counties can enhance social connection in their communities through:

- Policy considerations
- Planning and community design
- Programming and practices





**"Placemaking is like**  
homemaking. Homemaking  
turns a house into a home.  
Placemaking turns a  
space into a place."  
- David Engwicht

## Placemaking

Placemaking has the power to:

- Spark social connections
- Improve physical and mental health
- Strengthen belonging and inclusion
- Boost a vibrant local economy
- Increase safety and comfort
- Grow resilience and climate action

# The role of neighbourhoods



# Supporting Neighbour Connections

- Celebrate Neighbour Day
- Neighbourhood placemaking grants
- Block party guides
- Play streets
- Nominate a kind neighbour program
- Community gardens
- Neighbourhood greening projects

 **TAMARACK**  
INSTITUTE



**GATEWAY**  
Centre of Excellence  
in Rural Health



# WORKSHOP

## Belonging Matters

**RE** THINK  
LEARN  
CONNECT

What does community & belonging look like?  
Join us as we grow ideas into actions.

**\$45**

**8:30AM-4PM**

**29**  
**APR**



**AT LIBRO COMMUNITY  
HALL IN CLINTON**

# Questions to ignite conversations

- Does social connection work fit at any existing partnership tables and where could it be highlighted as a priority?
- What great things are already happening that could be built upon to highlight the importance of social connection in North Perth?
- How can the municipality support others in community to do this work like service clubs, libraries etc.?
- How can the municipality remove barriers?



THANK YOU

**APPLICATION FOR ZONING BY-LAW AMENDMENT**

**To:** Mayor Todd Kasenberg & Municipality of North Perth Council  
**Prepared by:** Nathan Garland, Planner  
**Date:** February 24<sup>th</sup>, 2025  
**File:** Z16-2024  
**Owner:** Douglas and Barbara Berfelz  
**Agent:** MTE OLS (Doug Reaume)  
**Location:** Legally described as Lot 131 and Lot 132, Plan 183, Listowel Ward, in the Municipality of North Perth. The property is located on the north side of Anger Street West, between Wallace Avenue South and Wellington Avenue South, and is municipally known as 690 Wallace Avenue S., in Listowel.

**Attachments:** **Report Photo  
Schedule A  
By-law**

---

THAT the Municipality of North Perth Council **receive** the report dated February 24<sup>th</sup>, 2025 entitled Zoning By-law Amendment Z16-2024; and

THAT the Municipality of North Perth Council **approve** Zoning By-law Amendment Z16-2024 submitted by MTE OLS on behalf of Doug and Barb Berfelz, affecting lands described as Lot 131 and 132, Plan 183, Listowel Ward, municipally known as 690 Wallace Avenue S.

---

**Proposal**

The application for zone change proposes to rezone the subject lands from Residential Zone 4 (R4) to Special Residential Zone Four (R4-28 and R4-29) to permit reductions to the minimum front yard depth, minimum exterior side yard with, and minimum rear yard depth to facilitate the creation of a residential lot through an application for Part Lot Control Exemption.

Further, the subject application is also requesting relief to permit an accessory structure in the exterior side yard.

The subject lands currently contain a two storey single detached dwelling with attached garage and a detached accessory structure (garage). While the address to the property is 650 Wallace Avenue South, the access to the property is off of Anger Street West.

## **Background**

<b>County of Perth Official Plan</b>	Serviced Settlement Area
<b>Listowel Official Plan</b>	Residential
<b>Existing Zoning By-law</b>	Residential Zone Four (R4)
<b>Proposed Zoning By-law</b>	Special Residential Zone Three (R4-28 and R4-29)
<b>Surrounding Uses</b>	Surrounding land uses include single family detached residential dwelling units and a municipal trail and walkway.

## **Application Review**

### **Provincial Planning Statement 2024 (PPS)**

Section 2.3.1 of the PPS states that Settlement areas shall be the focus of growth and development.

Section 2.3.1.2 states that land use patterns within settlement areas should be based on densities and a mix of land uses which: efficiently use land and resources, optimize existing and infrastructure and public service facilities, support active transportation, and are transit-supportive, as appropriate.

Section 2.3.1.3 states that planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

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. Section 3.6.2 states that Municipally managed sewage services and water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety.

The Provincial Planning Statement defines Intensification as a means of development of a property, site or area at a higher density that currently exists through the development of vacant and/or underutilized lots within previously developed areas and infill development.

### **County Official Plan**

The subject lands are located in the Serviced Settlement Area. The County Official Plan Policies under Section 3.i. is to direct urban growth towards the Serviced Settlement area to support logical and orderly growth. The application supports the residential development both with the current development and proposed future uses. The Policies

found in Section 6.4.8 with Section 6.4.8.2 provide direction on the permitted Residential Uses which include single detached dwelling units, semi-detached and duplex dwellings.

Section 6.4.8 states that:

#### **6.4.8 Residential**

Residential development has traditionally been in the form of single detached residences on lots large enough to accommodate private wells and septic systems. With the provision of municipal sanitary services new residential development is anticipated to be on smaller lots and at higher densities than in the past.

The “Residential” designation of land shall mean that the primary use of land in the areas so designated will be for a variety of residential uses and dwelling types. The types of dwellings and permitted uses shall include: but are not necessarily limited to, single-detached dwellings; group home dwellings, semidetached dwellings; duplex dwellings; triplex dwellings; fourplex dwellings, converted dwellings, townhouse dwellings, and apartment dwellings.

Section 6.4.8.2 states that the primary use of land in this land use designation will be for a variety of residential dwelling types. The types of dwellings permitted shall include: single detached dwellings; semi-detached dwellings; duplex; triplex; fourplex or converted dwellings; townhouse dwellings; and apartment dwellings.

Other uses permitted in this designation include institutional uses, defined as schools, churches, and cemeteries, nursing homes, daycare centers, senior citizen housing, group homes, neighborhood parks, home occupations, bed and breakfast establishments and neighborhood commercial uses.

#### Listowel Official Plan

The subject lands are located in the Residential Area of the Listowel Official Plan. The application supports the residential development both with the current development and proposed future uses. The Policies found in Section 5.0 which provides direction on Residential development in the Town of Listowel and specifically within Section 5.5.5 provide direction on the permitted Residential Uses which include single detached dwelling units, semi-detached and duplex dwellings. The policies also support the creation of lots through infilling as outlined in Section 5.5.4.

#### **5.5.4 Residential Development Pattern**

Residential development shall be encouraged to:

- a) locate as infilling;
- b) locate in areas which will avoid the need for unjustified and/or uneconomical expansion of providing municipal services;
- c) locate in areas which will be compatible with adjacent existing and proposed development;
- d) locate in areas which will be adjacent to existing built-up areas;
- e) be of an acceptable scale in relation to existing development;

- f) generally, be directed to locations where access is available from local or collector roads as opposed to direct access onto arterial roads; and
- g) be appropriately landscaped, buffered, and screened in order to maintain or enhance the visual amenities of the development when abutting rail lines, existing commercial/industrial uses, or differing types of existing residential uses.

### 5.5.5 Single-Detached, Semi-Detached, Duplex Dwellings

The following specific policies shall apply when proposals involving single detached, semi-detached, and duplex dwellings are evaluated:

- (a) development of this nature shall generally occur through the process of infilling, brownfield development, or green field development where such development would generally be in keeping with the attributes of the neighbourhood in terms of building type, building form, spatial separation lot size, shape, design, and character. When evaluating the attributes of the neighbourhood, regard shall be given to lot fabric (i.e., area, frontage, and depth), and built form (i.e., setbacks, massing, scale, and height). In cases where one or more of the existing zone provisions are not met, an amendment or a minor variance to the zone provisions may be considered to permit the proposed development provided that the spirit of this Section is maintained;
- (b) adequate buffering, landscaping, or screening may be required to maintain the character and quality of the existing residential development in order to ensure that semi-detached or duplex dwelling development does not fragment or change the character of established residential neighbourhoods;
- (c) semi-detached and duplex dwellings shall be encouraged to be developed in groups or clusters rather than in scattered form; adequate off-street parking areas shall be provided. The number of
- (d) parking spaces required shall be set out in the implementing Zoning By-law.

### Zoning By-law

The property is currently zoned Residential Zone 4 (R4) which permits residential uses with up to four dwelling units. The proposed lot to be created will meet the minimum size requirements in the R 4 zone to support a single detached or semi-detached dwelling unit(s), however will not support a triplex or quad being constructed.

Zone Provision for a Semi-Detached Dwelling Unit	Requirement for a Semi-Detached Dwelling Unit	Future Lot (with Dwelling and Accessory Structure)	Future Lot
Minimum Lot Area for an <i>Interior lot</i>	400 m <sup>2</sup>	1038.3 m <sup>2</sup>	638 m <sup>2</sup>
Minimum Lot Frontage for an <i>Interior lot</i>	13 m	20.12 m	31.66 m

Minimum Front Yard Depth & Exterior Side Yard Width	6 m	5.75 m proposed front yard (1.36 metres requested for accessory structure)	5.5 m proposed for front and 3 m for exterior side yard
Minimum Interior Side Yard Width	1.5 m	1.5 m	1.5 m
Minimum Rear Yard Depth	7.5 m	7.5 m	4 m proposed
Maximum Lot Coverage	50%	50% (upto)	45% (max)
Maximum Building Height	10.5 m	10.5 m (upto)	10.5 m (upto)
Minimum Landscaped Open Space	30%	30%	30%
Parking Requirements	2	3 parking spaces provided including garage	TBD (2 required)

The requested relief recognizes the existing deficiencies relating to the front yard depth for the existing dwelling. Further to accommodate a future dwelling, the application is proposing to reduce the minimum required front yard depth, exterior side yard width and rear yard depth. As previously indicated, the requested relief will facilitate the applicant's application for part lot control exemption, which will be brought to Council for consideration if this application is approved.

Further, relief is also required from Section 5.1.3 a) and b) which states that accessory structures may not be located in exterior side yards and that they may not be closer to the streetline than the main dwelling. The structure is currently existing and replaced a previous historic accessory structure that was previously on the lot. The existing dwelling is 7.12 metres from Anger Street and the existing accessory structure is 1.36 metres.

The intent of the rear yard depth provision is to ensure that adequate area is provided between the dwelling and the rear lot line to allow for landscaping, grading, drainage, private amenity area and proper separation from neighbouring properties for compatibility purposes. Exterior side yard and front yard setbacks are to provide for adequate buffering and setbacks for sightlines, appropriate parking and road separation.

Agency Comments

No concerns were expressed from agencies or staff. Staff did review the servicing options on site and confirmed that water and sewer are available.

Public Consultation

A Notice of Complete Application was provided to the neighbouring property owners on December 13, 2024 and a Notice of Public meeting was provided on December 19, 2024 and recirculated on February 4<sup>th</sup>, 2025 in accordance with the requirements of the Planning Act. One neighbour called (December 30, 2024) and indicated that they had concerns with drainage due to the slope of the lot and the increased lot coverage

## **Planning Analysis**

The proposed amendment from Residential Zone 4 (R4) to Special Residential Zone 4 (R4-28) will recognize the existing reduced setbacks of the existing house and accessory structure, whereas the zone change from Residential Zone 4 (R4) to Special Residential Zone (R4-29) will facilitate the development of the future previously discussed.

Concerns expressed by the neighbour are relating to drainage of the proposed lot due to the slope and increased lot coverage when a dwelling has been constructed. Staff have reviewed the site and based on the size of the lot being requested would only support a potential a single detached or semi-detached dwelling on the property as the lot sizing is not appropriate to allow for a tri-plex or four-plex as per the zoning provisions. It should also be noted that a lot grading and drainage plan would be required to be submitted as part of a building permit application which would provide for drainage for a future driveway towards the street and could allow for the lot to be split drainage based on building and housing construction therefore reducing the water drainage on site as it currently all flows towards the north. Additionally, staff would note that no changes to the lot coverage or landscaped open space have been requested nor supported. As such, staff are of the opinion that the proposed lot and remnant lot are adequately sized to accommodate the existing and proposed structures and will still be able to maintain appropriate area for grading and drainage. All other provisions of the Zoning By-law have been met including lot coverage.

Staff are also satisfied that relief can be provided for the existing accessory structure based on the current location of the structure as it is currently built and the proposed lot line will meet the required accessory structure setbacks.

Currently there is an unopened road allowance (Wellington Ave South) that is unopened and directly adjacent to the exterior side yard of the future lot. Staff are suggesting that Council only support a reduced exterior side yard of 3 metres in the event that the future road stub is extended. This is also consistent with recent requests for exterior side yards on other rezoning applications.

Planning staff are satisfied that the reduced rear yard depth, exterior side yard width and front yard depth will not have a negative impact on surrounding properties and maintains the intent of the zoning provisions as the lot will function as a corner lot and also the ability for infill development within the Town of Listowel.

In light of the above-noted review, it is the opinion of staff that the Zoning By-law Amendment is consistent with the Provincial Planning Statement and conforms with the County of Perth Official Plan and Listowel Official Plan. Therefore, staff recommend that North Perth Council approve the by-law as recommended by staff.

---

Authored by:

Nathan Garland  
Planner

Approved submission by:

Andrea Hächler  
Director of Planning



**THE MUNICIPALITY OF NORTH PERTH  
BY-LAW NO. 12-2025**

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 in spotting on the attached map, Schedule "A", and described as Part Lot 131 and Lot 132, Registered Plan 183, Listowel Ward, Municipality of North Perth is rezoned from the 'Residential Zone Four (R4)' to 'Special Residential Zone Four (R4-28)', and shall be subject to the provisions of Section 10.10.28 (R4-28) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R4-28" on Key Map 35 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And
2. **THAT** the following provisions be added to Section 10.10.28:
  - a) Location: Part Lot 131 and Lot 132, Registered Plan 183, Municipality of North Perth (Key Map 35) as amended shall be subject to the following criteria:
    - i. Front yard depth, minimum shall be 5.5 m.
    - ii. That the accessory structure on part lot 131 may be in the exterior side yard beyond the existing dwelling, but no closer than 1.36 metres to the exterior lot line.
3. **THAT** the area shown in hatching on the attached map, Schedule "A", and described as Part Lot 131, Registered Plan 183, Listowel Ward, Municipality of North Perth is rezoned from the 'Residential Zone Four (R4)' to 'Special Residential Zone Four (R4-29)', and shall be subject to the provisions of Section 10.6.28 (R4-29) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R4-29" on Key Map 35 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And
4. **THAT** the following provisions be added to Section 10.10.29:
  - b) Location: Part Lot 131, Listowel Ward, Municipality of North Perth (Key Map 35)
    - Minimum Front Yard Setback: 5.5 metres
    - Minimum Exterior Side Yard Setback: 3.0 metres
    - Minimum Rear Yard Setback: 4 metres
  - c) other applicable provisions of this By-law shall apply.
5. **THAT** All other applicable provisions of this By-law shall apply.
6. **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.
7. **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 24<sup>th</sup> DAY OF FEBRUARY, 2025.**

**READ A THIRD TIME AND FINALLY PASSED THIS 24<sup>TH</sup> DAY OF FEBRUARY, 2025.**

\_\_\_\_\_  
Todd Kasenberg, Mayor

\_\_\_\_\_  
Lindsay Cline, Clerk

\*\*\*\*\*  
**Certified a true copy of By-law No. 12-2025 passed by the Council of the Municipality of North Perth, \_\_\_\_\_, 2025.**

---

Lindsay Cline, Clerk

**BY-LAW NO. 12-2025**

**EXPLANATORY NOTE**

By-law No. 12-2025 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 Lots 131 and 132, Reg. Plan 183, Listowel Ward, Municipality of North Perth.

By-law No. 12-2025 rezones the lands from “R4” to the “R4-28” zone which would allow for the reduction of the minimum front yard setback and accessory structure exterior side yard setback and the use of the lands for residential purposes (shown in hatching on the attached map). The zoning on this land shall be shown as “R4-28” on Key Map 35 of Schedule “A” to the By-law.

By-law No. 12-2025 rezones the lands from “R4” to the “R4-29” zone which would allow for the reduction of the minimum front yard setback, exterior side yard setback and rear yard setback and the use of the lands for residential purposes (shown in hatching on the attached map). The zoning on this land shall be shown as “R4-29” on Key Map 35 of Schedule “A” to the By-law.

By-law No. 12-2025 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. 12-2025 is a map showing the location and zoning of the subject lands.

**THIS IS SCHEDULE "A"**  
**TO BY-LAW NO. XXX-2025**  
**OF THE MUNICIPALITY OF NORTH PERTH**  
**PASSED THIS \_\_\_ DAY OF \_\_\_\_\_, 2025**

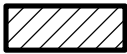
**Todd Kasenberg, Mayor**

**Lindsay Cline, Clerk**

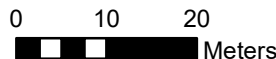
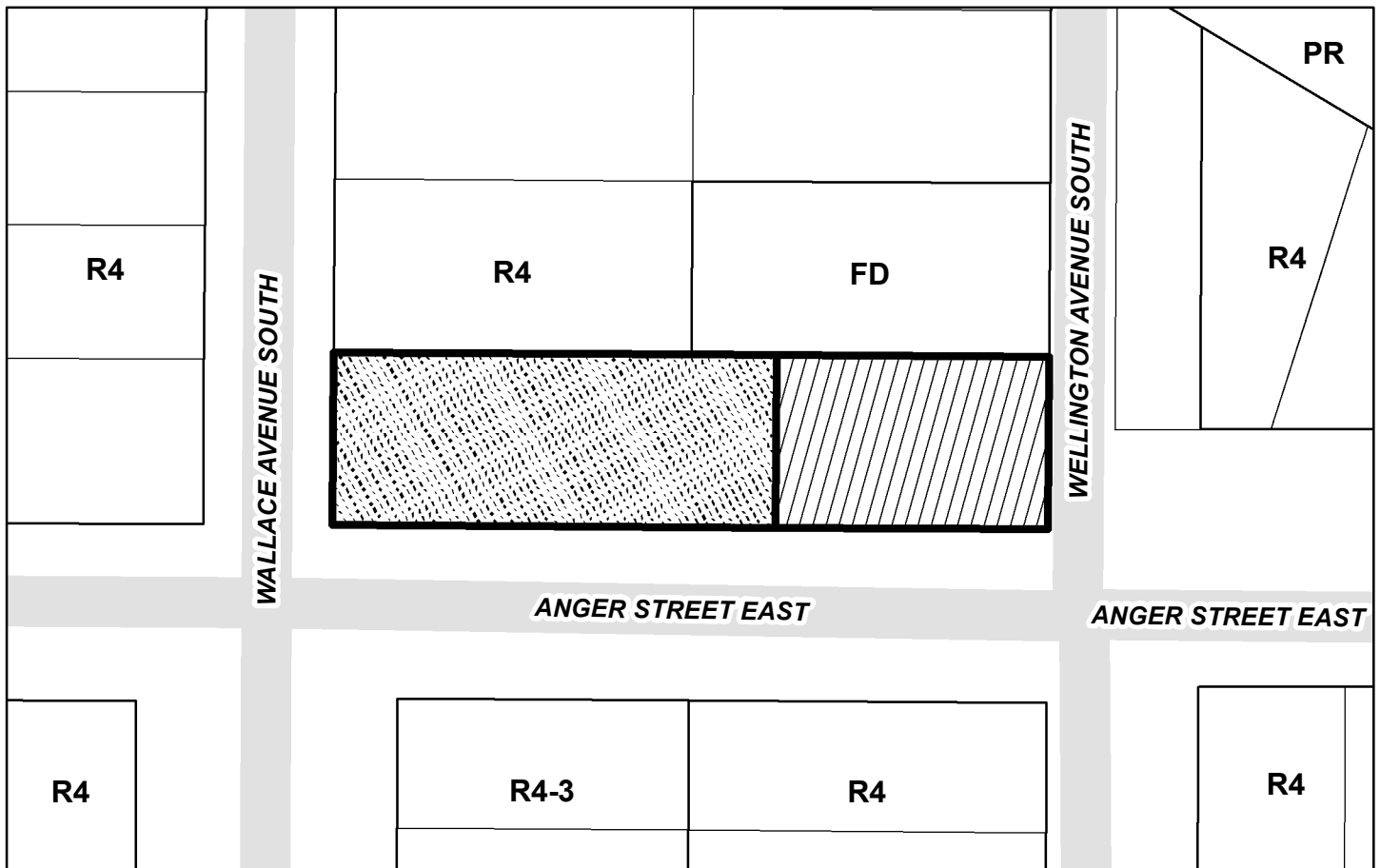
AREA AFFECTED BY THIS BY-LAW



The lands to the west containing the dwelling and accessory buildings shall be rezoned from Residential Zone Four (R4) to Special Residential Zone Four (R4-28) to recognize a reduced front yard setback and exterior side yard setback of the outbuildings.



The vacant lands to the east shall be rezoned from Residential Zone Four (R4) to Special Residential Zone Four (R4-29) to recognize a reduced front yard setback, exterior yard setback and reduced rear yard setback.



**ZONING SKETCH**

OF ALL OF  
**LOTS 131 & 132**  
**REGISTERED PLAN No. 183**

(FORMERLY TOWN OF LISTOWEL)  
NOW IN THE  
**MUNICIPALITY OF NORTH PERTH**  
**COUNTY OF PERTH**

SCALE 1:300

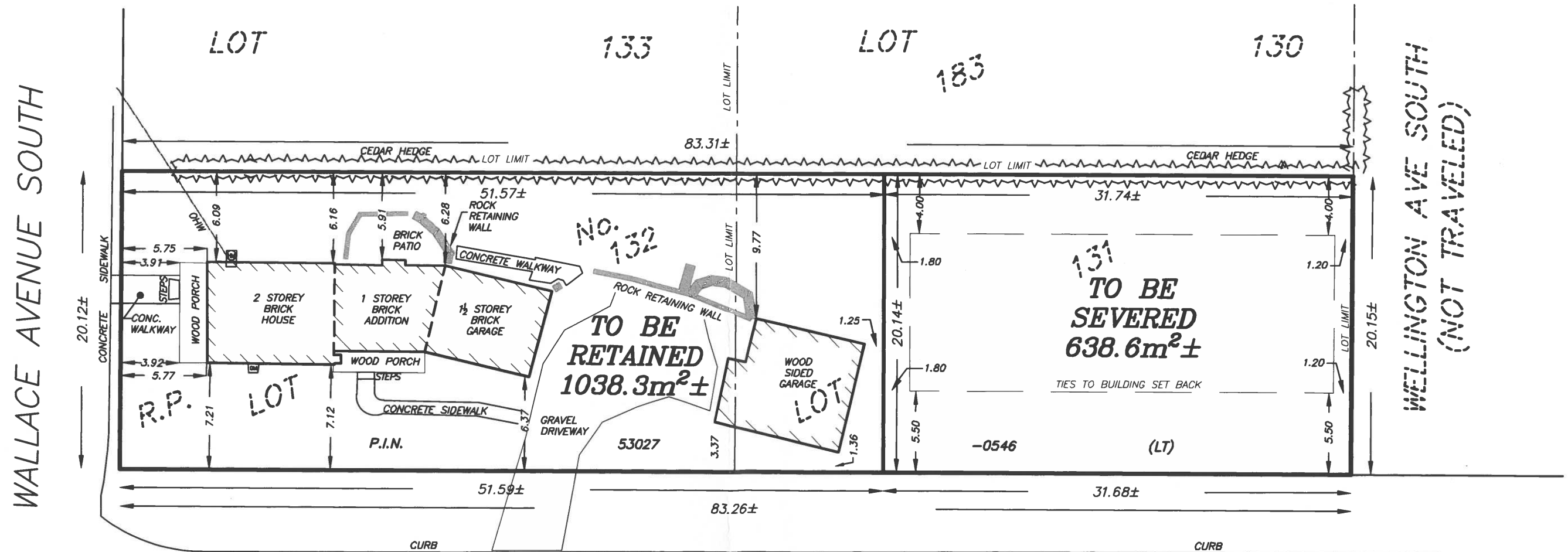


**MTE OLS LTD.**  
**ONTARIO LAND SURVEYORS**

**METRIC:**

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

ZONING CHART		
ZONING SECTION	R4 ZONING	PROPOSED
9.2.3 FRONT YARD	6.0m	5.5m
9.2.5 EXT. SIDE YARD	6.0m	1.2m
9.2.6 REAR YARD	7.5m	4.0m



**ANGER STREET WEST**  
(SMITH STREET -- R.P. 183)

© COPYRIGHT 2024, MTE OLS LTD.

**AREAS:**

AREAS SHOWN ON THIS PLAN ARE IN HECTARES AND CAN BE CONVERTED TO ACRES BY MULTIPLYING BY 2.471054.

AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO ACRES BY DIVIDING BY 4046.8564.

**CAUTION:**

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.

THIS SKETCH IS PREPARED FOR BARB & DOUG BERFELZ  
DATE : AUGUST 22, 2024  
REVISED: SEPTEMBER 19, 2024

**NOTES:**

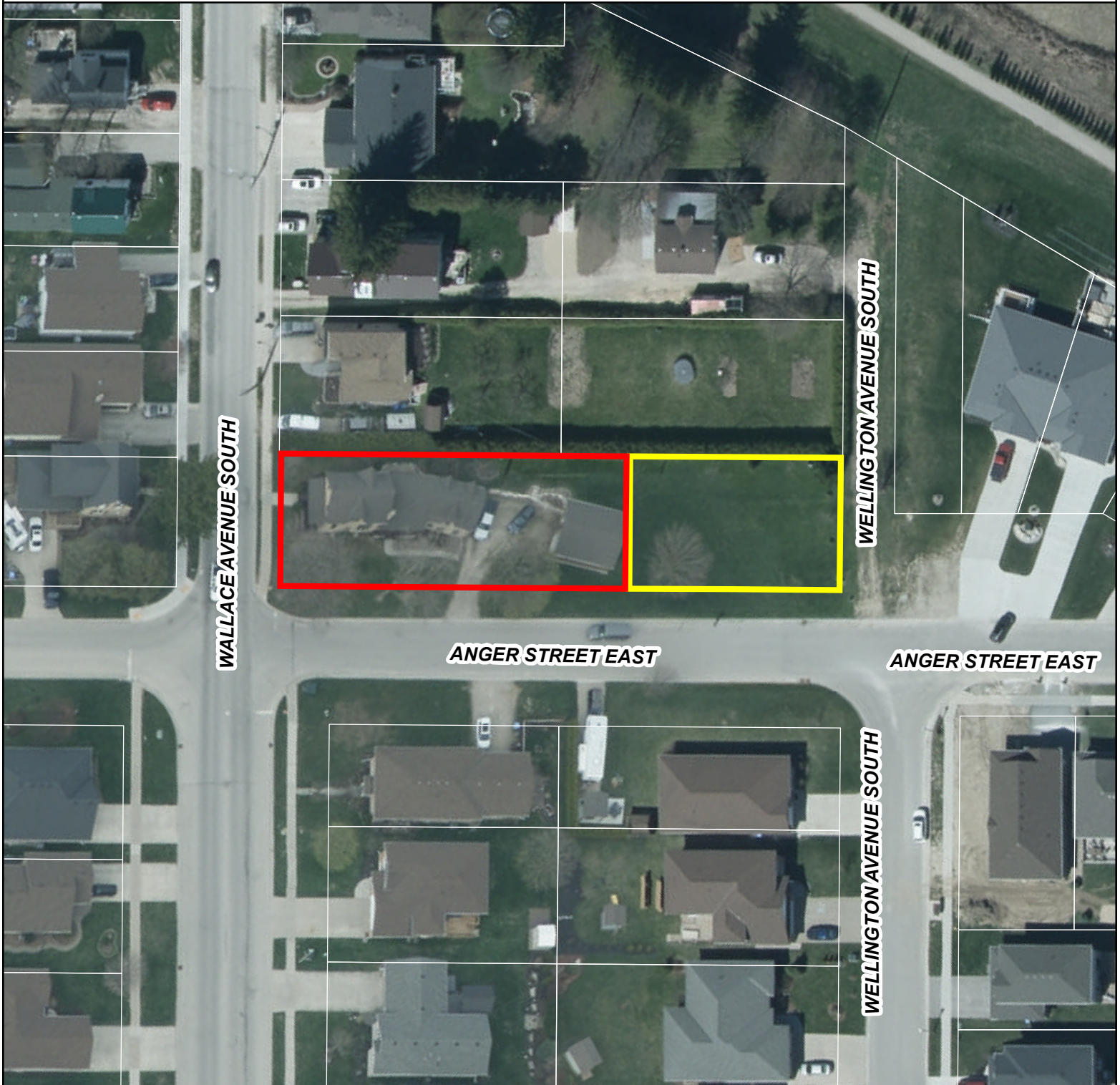
MEASUREMENTS ON THIS SKETCH OBTAINED FROM ACTUAL FIELD SURVEY



**MTE ONTARIO LAND SURVEYORS LTD.**  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: 519-271-7952



Cad File: P:\P\55722\100\55722-100-SV1.DWG	COGO : 55722-100-UTMGROUND.ASC
Drawn By : M. MARSH	Checked By : T. MCNEIL, OLS
File No : 55722-100-SV1 (S)	

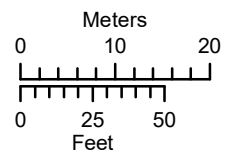
MUNICIPALITY OF NORTH PERTH  
Lot 131 and 132, Plan 183, Listowel Ward (690 Wallace Ave S)  
Application for Zoning By-law Amendment  
by Berfelz, Doug & Barb



**Perth County**  
Cultivating Opportunity

PHOTO DATE: 2020  
December 13, 2024

-  TO BE ZONED R4-25
-  TO BE ZONED R4-26



**APPLICATION FOR ZONING BY-LAW AMENDMENT**

**To:** Mayor Kasenberg & Municipality of North Perth Council  
**Prepared by:** Haylee Hallema, Planner  
**Date:** February 24, 2025  
**File:** ZN17-2024  
**Owner:** Thomas, Martha, Patrick Etterlin  
**Agent:** N/A  
**Location:** Legally described as Concession 3 Lot 49, Subject to HEPC Easement, in the municipality of North Perth. The property is located on the north side of Line 87, and is municipally known 8430 Road 175.

**Attachments:**

**Report Photo**  
**Site Sketch**  
**Schedule A**  
**Draft By-law**

---

THAT the Municipality of North Perth Council **receive** the report dated February 24, 2025, entitled Zoning By-law Amendment Z17-2024, submitted by Thomas, Martha and Patrick Etterlin affecting lands described as Concession 3 Lot 49 Subject to HEPC Easement, municipally known as 8430 Road 175; and

THAT Municipality of North Perth Council **approve** Zoning By-law Amendment Z17-2024 submitted by Thomas, Martha and Patrick Etterlin affecting lands described as Concession 3 Lot 49 Subject to HEPC Easement, municipally known as 8430 Road 175.

---

**Proposal**

The subject application is required to satisfy a condition of Consent application B34-24, which received conditional approval on October 30, 2024 by Perth County to sever a surplus farm dwelling from a consolidating agricultural operation, located at 8430 Road 175 in the Municipality of North Perth.

The Zoning By-law Amendment proposes to rezone the severed lands from Agricultural Zone (A) to Special Agricultural Zone (A-1) to recognize the residential and accessory uses. Additionally, a portion of the severed lands will be rezoned from Special Agricultural Zone (A-2) to Special Agricultural Zone (A-1) to remove the existing zoning that recognizes the potential for sand and gravel deposits. An aggregate memo was submitted as part of consent application which confirmed that the area is not economically feasible for extraction. The retained lands are to be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62) to prohibit any new residential development. The remaining lands that are zoned Natural Resources/Environment Zone (NRE2) and Special Agricultural Zone (A-2) will remain unchanged.

The severed residential parcel has approximately 50.5 m (165.7 ft) of frontage along Road 175, with a total lot area of 0.41 ha (1 ac). The residential lot contains an existing dwelling, detached drive shed, septic, and well.

The retained farm parcel has approximately 300 m (984.3 ft) on Line 87, with a total lot area of 40.1 ha (99 ac). The owners own and reside at another farm residence located at 6311 Perth Line 88.

### **Background**

**Existing Official Plan:** Agriculture, Primary or Secondary Aggregate Resource and Natural Resources / Environment

**Existing Zoning By-law:** Agricultural Zone (A), Special Agricultural (A-2) and Natural Resources / Environment Zone Two (NRE2)

**Proposed Zoning By-law:** Special Agricultural Zone (A-1) for the Severed Lands (House) and Special Agricultural Zone (A-62) for the Retained Lands (Agricultural)

**Services:** Private

**Road Access:** Road 175



## Application Review

### Provincial Planning Statement, 2024

The Provincial Planning Statement, 2024 (“PPS”) states that decisions on Consent to Sever applications must be consistent with the PPS.

Agricultural land is required to be protected for long-term agricultural use by the Provincial Planning Statement (Section 4.3) and the County of Perth Official Plan (Section 5). The PPS Section 4.3.3 c) permits surplus farm residential severances.

#### *PPS Section 4.3.3.1 Lot Creation and Lots Adjustments*

*(c) one new residential lot per farm consolidation for a residence surplus to an agricultural operation, provided that:*

- 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and*
- 2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.*

Section 4.4.2 Mineral Aggregate Resources also states that mineral aggregates shall be protected for the long-term use and identified. Additionally, Section 4.4.2.2 limits development which may hinder or preclude future aggregate extraction.

### County Official Plan

The subject lands are designated Agriculture according to the Perth County Official Plan. The Agriculture designation intends to ensure prime agricultural lands in Perth County are protected and preserved for the production of food, fibre and fuel, to provide agriculture with an area free from conflicting or incompatible land uses and to prevent the break-up of farms into smaller holdings for non-farm use. The designation is also intended to make a strong municipal commitment to agriculture as a predominant land use activity in Perth County and a major economic importance to the County.

The direction from the Provincial Planning Statement on surplus farm dwelling severances is implemented by policies in the Perth County Official Plan. Section 5.6.3.1 of the Perth County Official Plan, as amended by Official Plan Amendment #189, outlines the requirements for surplus farm dwelling severances in the County. These requirements include:

- a) It is demonstrated that the dwelling is surplus to the needs of a consolidated farm operation.*
- b) The surplus farm dwelling must be habitable and it is the intention to use the residence.*

- c) *The residence must be a minimum of ten years old on the date of the application for consent, or immediately replaced a dwelling which was originally built a minimum of 10 years ago.*
- d) *The new residential lot shall be limited to a minimum size and does not include any more prime agricultural land than what is required for the residential use, accessory uses and accommodation of appropriate sewage and water services.*
- e) *The minimum distance separation provisions of MDS I must be satisfied from any livestock facilities on the retained farm property to the surplus residence;*
- f) *Lots created through this policy shall not permit livestock operations.*
- g) *An amendment to the local implementing Zoning By-Law shall be required to regulate the permitted residential and accessory uses on the surplus dwelling lot;*
- h) *An amendment to the implementing zoning bylaw is required for the retained farm lot to prohibit any new permanent residential dwellings. Further, an agreement for such prohibition of any new permanent residential dwellings shall be registered on the property title of the remnant farm property as a condition of the consent.*

The Policies listed under Section 5.6.3.1 a) through g) have been addressed as part of Severance Application B34-24. The request to rezone both the severed and retained lands is to conform with Section 5.6.3.1 g) (Surplus Farm Dwelling) and 5.6.3.1 h) (Agricultural Lands) of the Official Plan.

#### North Perth Zoning By-law

The subject lands are currently zoned Agricultural Zone (A), Special Agricultural Zone (A-2), and Natural Resources/Environment Zone Two (NRE2) in the North Perth Zoning By-law.

The Zoning By-law Amendment is proposing two changes:

- A portion of the severed lands will be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1). The A-1 zone only permits a non-farm residential use including accessory uses, buildings and structures.
- A portion of the severed lands will be rezoned from Special Agricultural Zone (A-2) to Special Agricultural Zone (A-1) to remove the existing zoning that recognizes the potential for sand and gravel deposits and to only permit a non-farm residential use including accessory uses, buildings and structures.
- The retained lands will be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62) which will not allow any dwelling or mobile home to be established on the retained lands.

## Agency Comments

No comments were provided through the agency circulation at the time of writing this report.

## Public Consultation

Public notice was provided to the neighbouring property owners on January 28, 2025 was sent in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

## **Planning Analysis**

The subject application proposes to rezone both the severed and retained lands to satisfy a condition of consent B34-24. Staff are of the opinion that the proposed zoning amendment is consistent with the relevant policies of the PPS as they relate to surplus farm severances.

Further, the subject application satisfies the surplus farm dwelling severance policies contained in the Official Plan, which require that the severed lands be rezoned to recognize a dwelling that is not accessory to agriculture, while the retained portion is to be rezoned to prohibit any new residential dwelling on the remnant farm property. These measures are in place to ensure that the retained farmland is protected for long-term agricultural use while providing a means for farmers to preserve existing housing stock that may not be essential to their operations.

In support of the application, the applicant has provided an aggregate impact memo which outlines the quantity and limits of extraction within the subject property. The report states that based on the limited size of aggregate available, past extraction and infrastructure constraints currently in place, the feasibility of aggregate extraction is not warranted. Planning staff are of the opinion that the rationale and information provided in the memo from GEI Consultants dated May 17th, 2024 satisfies the policies in the Perth County Official Plan, such that the portion of land to be rezoned from “A-2” to “A-1” is appropriate.

In light of the above-noted review, it is the opinion of staff that the Zoning By-law Amendment is consistent with the Provincial Planning Statement and conforms with the County of Perth Official Plan.

---

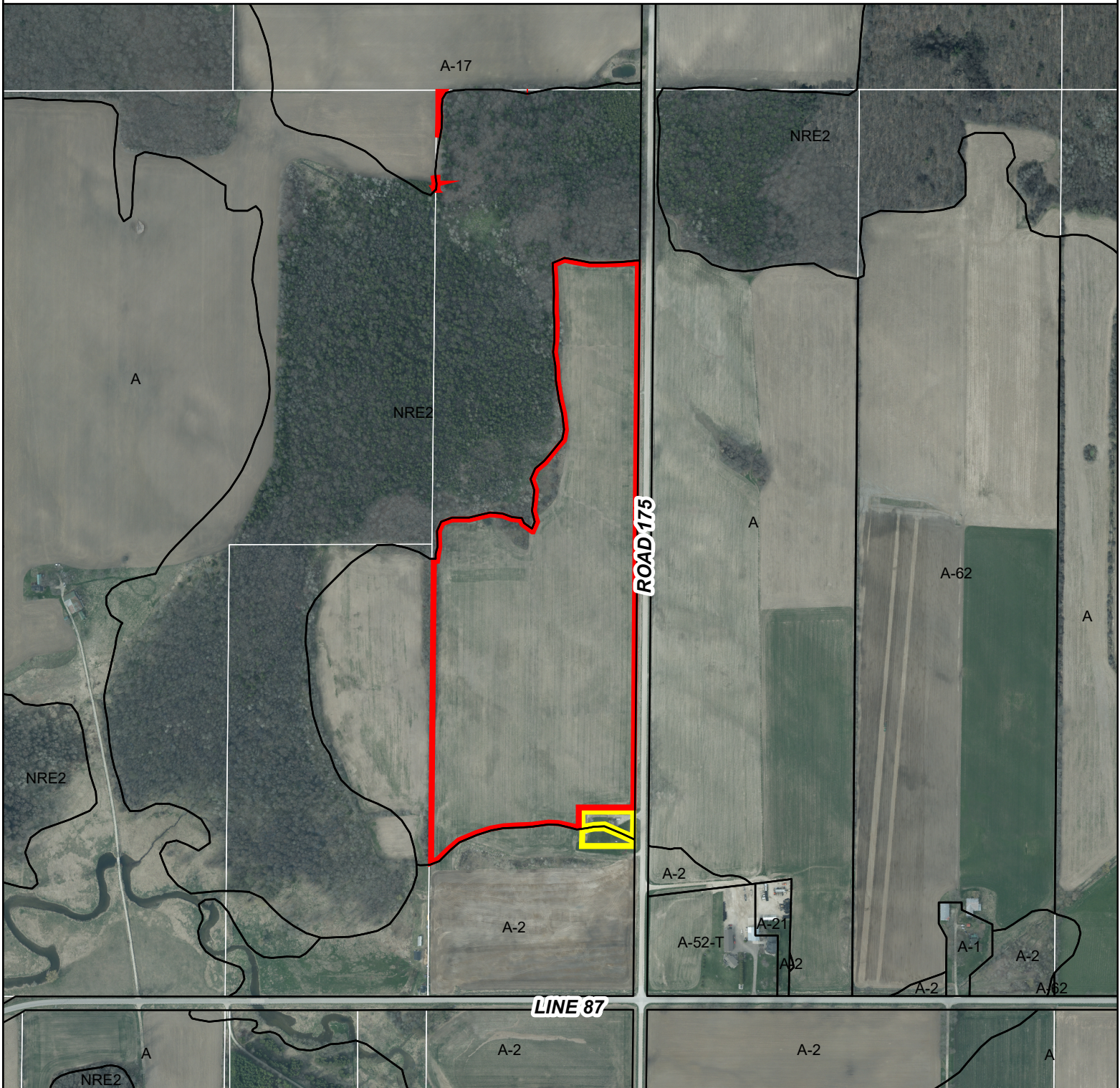
Authored by:

Haylee Hallema  
Planner

Approved submission by:

Andrea Hächler  
Director of Planning

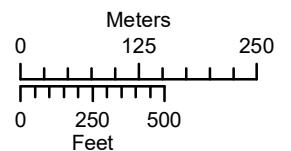
MUNICIPALITY OF NORTH PERTH  
 Conc 3, Lot 49, Wallace Ward (8430 Road 175)  
 Application for Zoning By-law Amendment  
 by Etterlin, Thomas and Martha

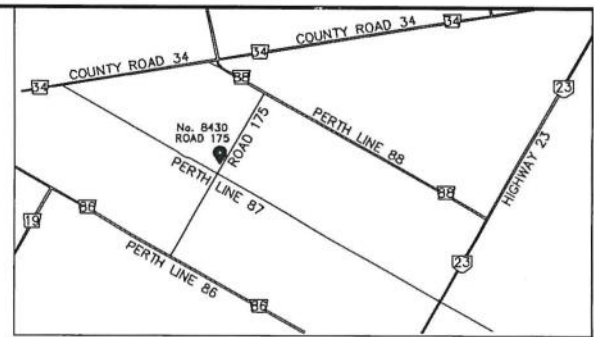
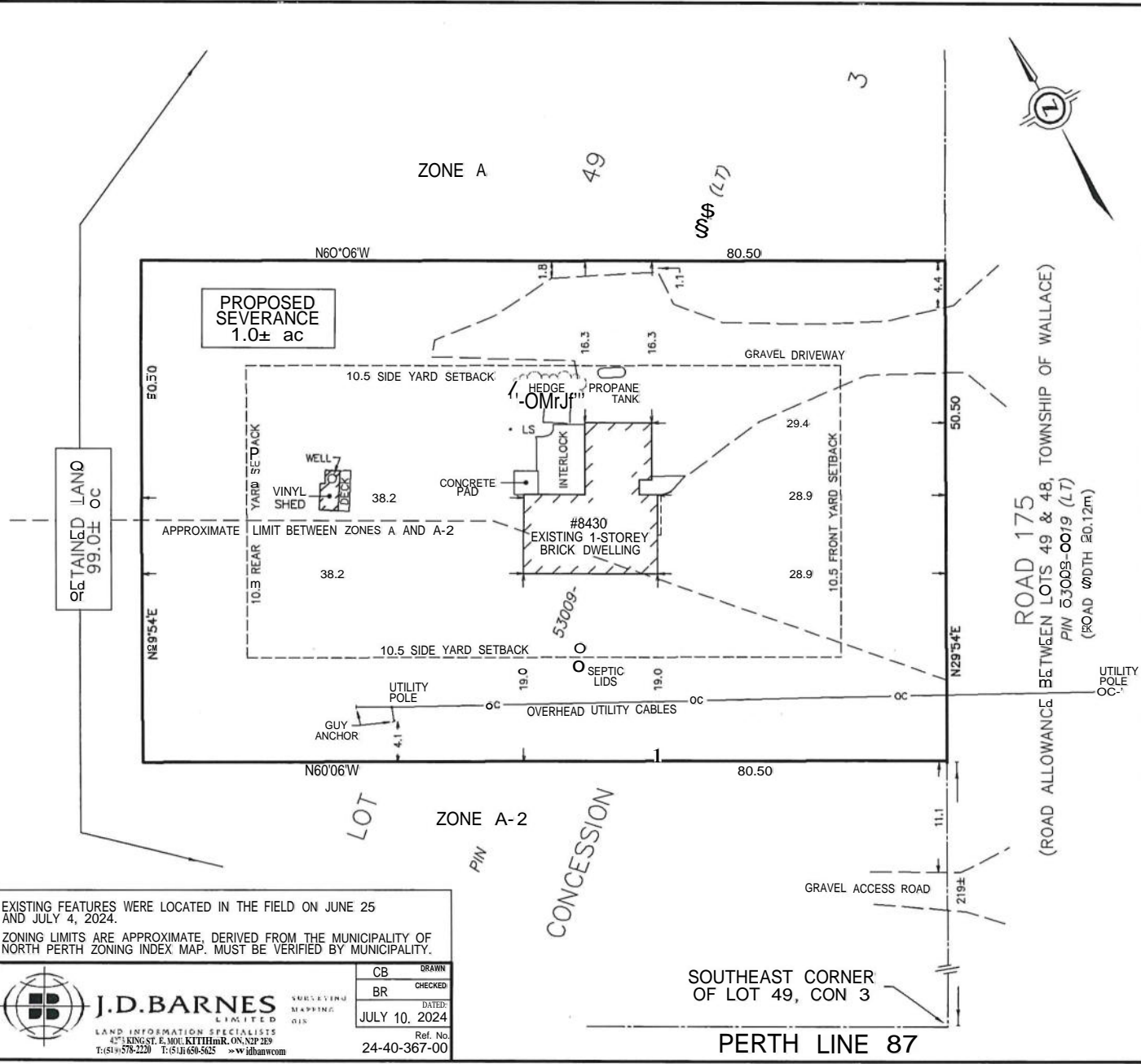


**Perth County**  
 Cultivating Opportunity

PHOTO DATE: 2020  
 January 22, 2025

- TO BE ZONED A-1
- TO BE ZONED A-62

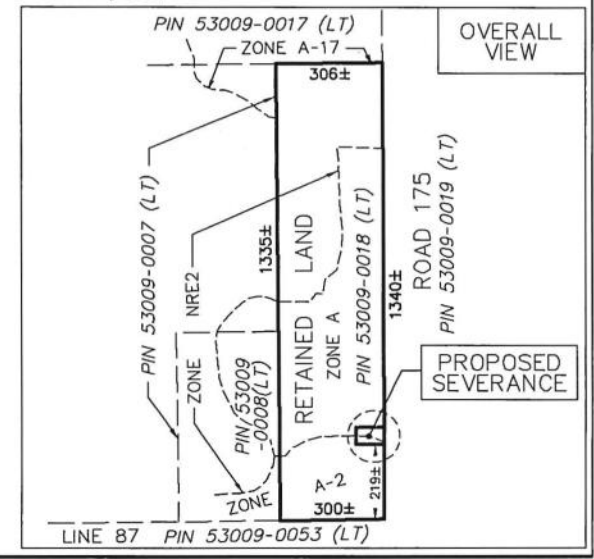




PLAN PREPARED FOR SEVERANCE APPLICATION  
 PART OF LOT 49  
 CONCESSION 3  
 GEOGRAPHIC TOWNSHIP OF WALLACE  
 MUNICIPALITY OF NORTH PERTH  
 COUNTY OF PERTH



J.D. BARNES LIMITED  
 MUNICIPAL ADDRESS: 8430 ROAD 175, USTOWEL, ON  
 DISTANCES AND/OR COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.  
 EXISTING FEATURES WERE LOCATED IN THE FIELD ON JUNE 25 AND JULY 4, 2024.

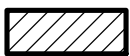


**THIS IS SCHEDULE "A"**  
**TO BY-LAW NO. XXX-2024**  
**OF THE MUNICIPALITY OF NORTH PERTH**  
**PASSED THIS \_\_\_ DAY OF \_\_\_\_\_, 2025**

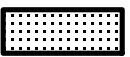
**Todd Kasenberg, Mayor**

**Lindsay Cline, Clerk**

**AREA AFFECTED BY THIS BY-LAW**



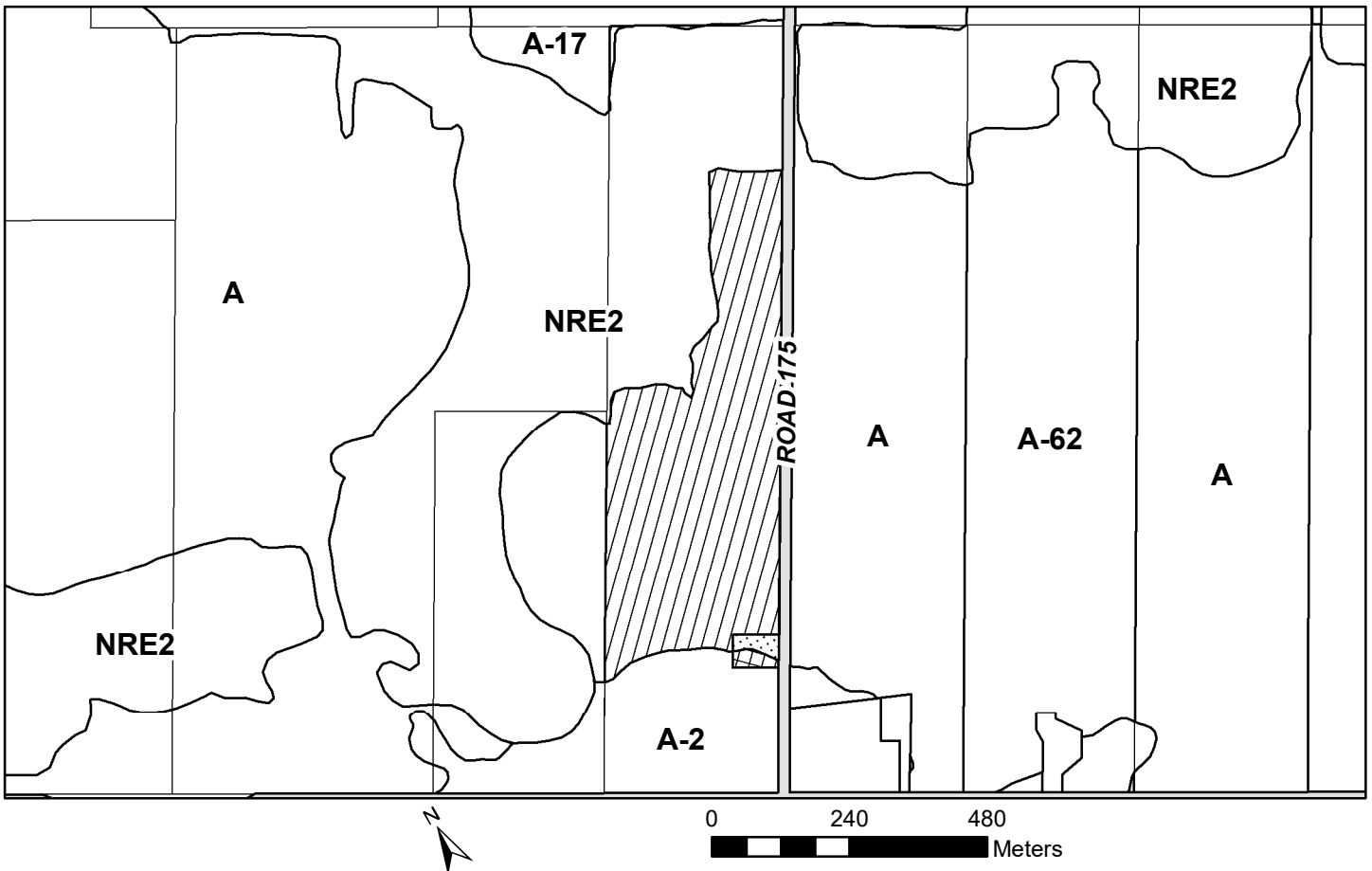
THAT the area shown in hatching on the attached map, Schedule "A" is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62), and shall be subject to the provisions of Section 6.8.62 (A-62) of By-law No. 6-ZB-1999. The zoning of this land shall be shown as "A-62", on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



THAT the area shown in stippling on the attached map, Schedule "A" is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



THAT the area shown in stripes on the attached map, Schedule "A" is rezoned from Special Agricultural Zone (A-2) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



**THE MUNICIPALITY OF NORTH PERTH  
BY-LAW NO. 13-2025**

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 in hatching on the attached map, Schedule "A", and legally described as Concession 3 Lot 49 Subject to HEPC Easement, in the Municipality of North Perth, is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62), and shall be subject to the provisions of Section 6.8.62 (A-62) of By-law No. 6-ZB-1999. The zoning of this land shall be shown as "A-62", on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
2. **THAT** the area shown in stippling on the attached map, Schedule "A", and legally described as Concession 3 Lot 49 Subject to HEPC Easement, in the Municipality of North Perth is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
3. **THAT** the area shown in stripes on the attached map, Schedule "A", and legally described as Concession 3 Lot 49 Subject to HEPC Easement, in the Municipality of North Perth is rezoned from Special Agricultural Zone (A-2) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
4. **THAT** all other provisions of this By-law, as amended, shall apply.
5. **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.
6. **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 24<sup>TH</sup> DAY OF FEBRUARY, 2025.**

**READ A THIRD TIME AND FINALLY PASSED THIS 24<sup>TH</sup> DAY OF FEBRUARY, 2025.**

\_\_\_\_\_  
Todd Kasenberg, Mayor

\_\_\_\_\_  
Lindsay Cline, Clerk

\*\*\*\*\*

**Certified a true copy of By-law No. 13-2025 passed by the Council of the Municipality of North Perth, \_\_\_\_\_, 2025.**

\_\_\_\_\_  
Lindsay Cline, Clerk

# THE MUNICIPALITY OF NORTH PERTH

## BY-LAW NO. 10-2025

### EXPLANATORY NOTE

By-law No. 13-2025 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 legally described as Concession 3 Lot 49 Subject to HEPC Easement, in the Municipality of North Perth.

By-law No. 13-2025 rezones the severed lands from “A” to the “A-1” zone which restricts the permitted uses to a non-farm residential use and accessory buildings, and structures (shown in stippling on the attached map). The zoning on this land shall be shown as “A-1” on Key Map 6 of Schedule “A” to the By-law.

By-law No. 13-2025 rezones the severed lands from “A-2” to the “A-1” zone which restricts the permitted uses to a non-farm residential use and accessory buildings, and structures (shown in stripes on the attached map). The zoning on this land shall be shown as “A-1” on Key Map 6 of Schedule “A” to the By-law.

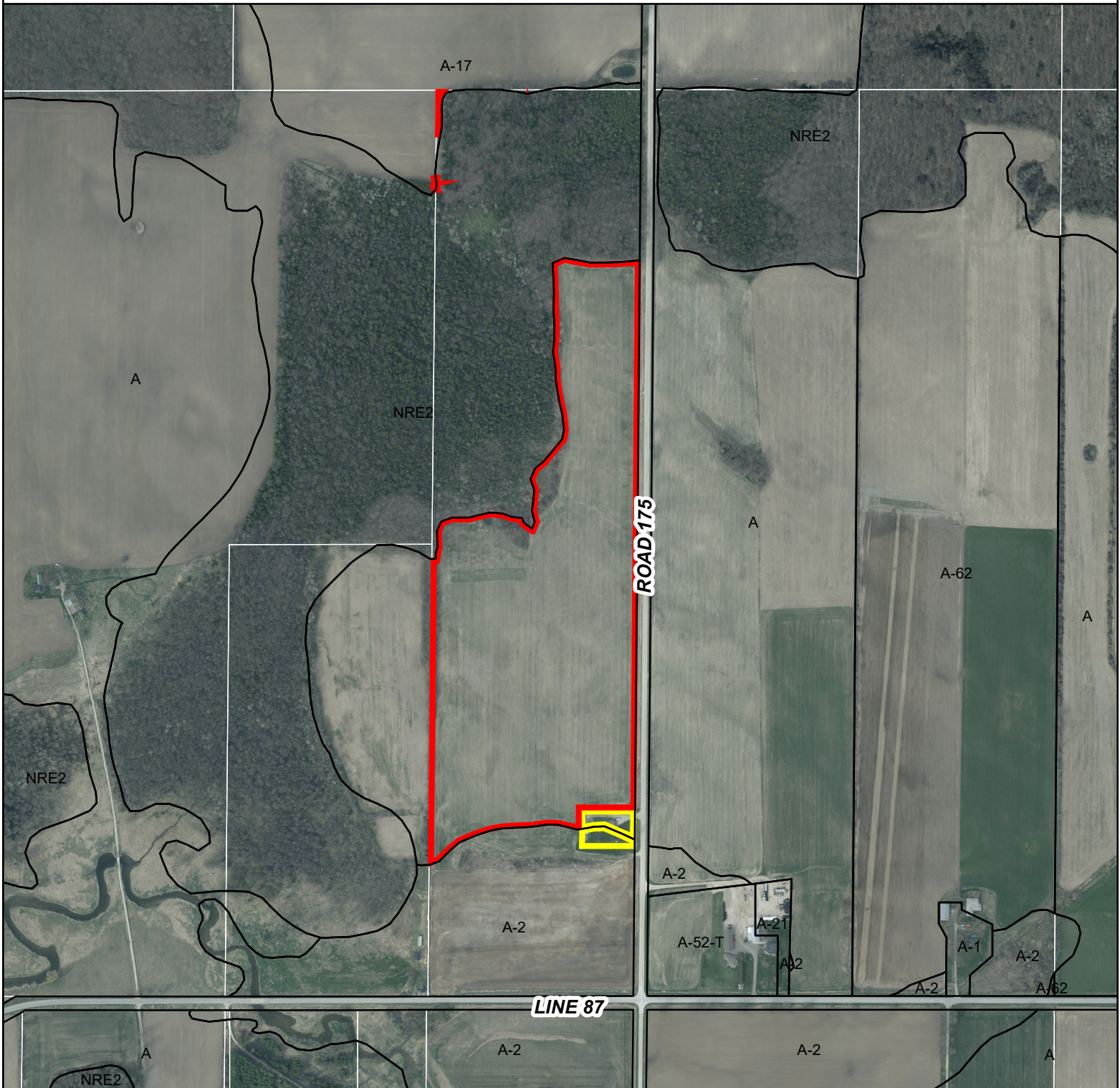
By-law No. 13-2025 rezones the retained lands from “A” to the “A-62” zone, which prohibits any dwelling or mobile home from being established on the property, (shown in hatching on the attached map). The zoning on this land shall be shown as “A-62”; on Key Map 6 of Schedule “A” to the By-law.

By-law No. 13-2025 was adopted by the Municipality of North Perth Council on the basis of an application submitted by the proponent. The Zoning By-law Amendment is a condition of County of Perth Consent Application B34-24.

Schedule "A" to the attached By-law No. 13-2025 is a map showing the location and zoning of the subject lands.





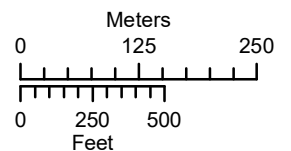
MUNICIPALITY OF NORTH PERTH  
Conc 3, Lot 49, Wallace Ward (8430 Road 175)  
Application for Zoning By-law Amendment  
by Etterlin, Thomas and Martha



**Perth County**  
Cultivating Opportunity

PHOTO DATE: 2020  
January 22, 2025

-  TO BE ZONED A-1
-  TO BE ZONED A-62



**THIS IS SCHEDULE "A"**  
**TO BY-LAW NO. XXX-2024**  
**OF THE MUNICIPALITY OF NORTH PERTH**  
**PASSED THIS \_\_\_ DAY OF \_\_\_\_\_, 2025**

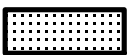
**Todd Kasenberg, Mayor**

**Lindsay Cline, Clerk**

**AREA AFFECTED BY THIS BY-LAW**



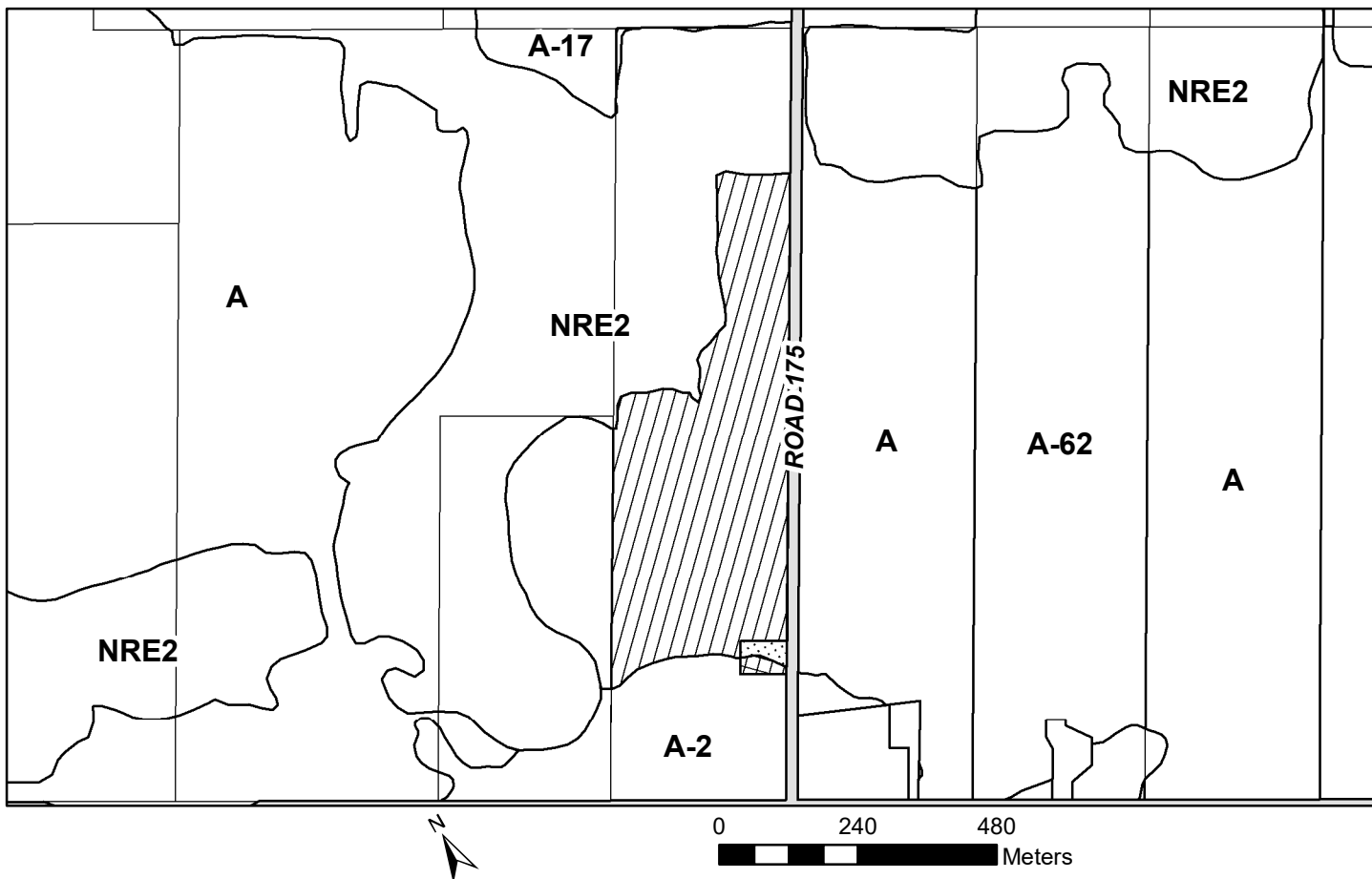
THAT the area shown in hatching on the attached map, Schedule "A" is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62), and shall be subject to the provisions of Section 6.8.62 (A-62) of By-law No. 6-ZB-1999. The zoning of this land shall be shown as "A-62", on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



THAT the area shown in stippling on the attached map, Schedule "A" is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



THAT the area shown in stripes on the attached map, Schedule "A" is rezoned from Special Agricultural Zone (A-2) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



**THE MUNICIPALITY OF NORTH PERTH  
BY-LAW NO. XX-2025**

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 in hatching on the attached map, Schedule "A", and legally described as Concession 15, Lot 31, in the Municipality of North Perth, is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62), and shall be subject to the provisions of Section 6.8.62 (A-62) of By-law No. 6-ZB-1999. The zoning of this land shall be shown as "A-62", on Key Map 20 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
2. **THAT** the area shown in stippling on the attached map, Schedule "A", and legally described as Concession 15, Lot 31, in the Municipality of North Perth is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 20 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
3. **THAT** all other provisions of this By-law, as amended, shall apply.
4. **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.
5. **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 24<sup>TH</sup> DAY OF February, 2025.**

**READ A THIRD TIME AND FINALLY PASSED THIS 24<sup>TH</sup> DAY OF February, 2025.**

\_\_\_\_\_  
Todd Kasenberg, Mayor

\_\_\_\_\_  
Sarah Carter, Acting Clerk

\*\*\*\*\*

**Certified a true copy of By-law No. XX-2025 passed by the Council of the Municipality of North Perth, \_\_\_\_\_, 2025.**

\_\_\_\_\_  
Sarah Carter, Acting Clerk

# THE MUNICIPALITY OF NORTH PERTH

## BY-LAW NO. XX-2025

### EXPLANATORY NOTE

By-law No. XX-2025 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 legally described as Concession 15, Lot 31, in the Municipality of North Perth.

By-law No. XX-2025 rezones the severed lands from “A” to the “A-1” zone which restricts the permitted uses to a non-farm residential use and accessory buildings, and structures (shown in stippling on the attached map). The zoning on this land shall be shown as “A-1” on Key Map 20 of Schedule “A” to the By-law.

By-law No. XX-2025 rezones the retained lands from “A” to the “A-62” zone, which prohibits any dwelling or mobile home from being established on the property, (shown in hatching on the attached map). The zoning on this land shall be shown as “A-62”; on Key Map 20 of Schedule “A” to the By-law.

By-law No. XX-2025 was adopted by the Municipality of North Perth Council on the basis of an application submitted by the proponent. The Zoning By-law Amendment is a condition of County of Perth Consent Application B55-24.

Schedule "A" to the attached By-law No. XX-2025 is a map showing the location and zoning of the subject lands.

**APPLICATION FOR ZONING BY-LAW AMENDMENT**

**To:** Mayor Kasenberg & Municipality of North Perth Council

**Prepared by:** Haylee Hallema, Planner

**Date:** February 24, 2025

**File:** ZN19-2024

**Owner:** Joda-Run Farms Ltd

**Agent:** MTE c/o Doug Reaume

**Location:** Legally described as Concession 15, Lot 31, in the Municipality of North Perth. The property is located on the east side of Road 148, north of Line 60 and is municipally known 5250 Line 60.

**Attachments:** **Report Photo**  
**Site Sketch**  
**Schedule A**  
**Draft By-law**

---

THAT the Municipality of North Perth Council **receive** the report dated February 24, 2025 entitled Zoning By-law Amendment Z19-2024, submitted by Doug Reaume on behalf of Joda-Run Farms Ltd, affecting lands described as Concession 15, Lot 31 municipally known as 5250 Line 60; and

THAT the Municipality of North Perth Council **approve in principle** Zoning By-law Amendment Z19-2024 submitted by Doug Reaume on behalf of Joda-Run Farms Ltd, affecting lands described as Concession 15, Lot 31, municipally known as 5250 Line 60.

---

**Proposal**

The subject application is required to satisfy a condition of Consent application B55-24, to sever a surplus farm dwelling as a result of the consolidation of the remnant agricultural lands with an agricultural operation located at 4145 Line 83 in the Township of Perth East.

The subject application proposes to rezone the severed lands from Agricultural Zone (A) to Special Agricultural Zone (A-1) to permit the existing residential and accessory uses and to rezone the retained lands from Agricultural Zone (A) to Special Agricultural Zone (A-62) to prohibit any new residential development on the agricultural lands.

The severed residential parcel has approximately 24 m (78.7 ft) of frontage along Perth Line 60, with a total lot area of 1.0 ha (2.5 ac). The residential lot contains an existing single detached dwelling, septic and well.

The retained farm parcel has approximately 378 m (1,240.1 ft) on Line 60, with a total lot area of 40.6 ha (100.3 ac). The retained lands will contain two metal grain bins and a metal storage garage.

## **Background**

<b>Existing Official Plan:</b>	Agriculture
<b>Existing Zoning By-law:</b>	Agricultural Zone (A)
<b>Proposed Zoning By-law:</b>	Special Agricultural Zone (A-1) for the Severed Lands and Special Agricultural Zone (A-62) for the Retained Lands
<b>Services:</b>	Private
<b>Road Access:</b>	Line 60

## **Application Review**

### **Provincial Planning Statement 2024**

Section 4.3.1 of the PPS states that Prime agricultural areas shall be protected for long-term use for agriculture. Section 4.3.3.1 (c) permits surplus farm dwelling severances provided that:

1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and
2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance.

The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.

### **County Official Plan**

The subject lands are designated Agriculture in the County of Perth Official Plan.

Section 5.6.3.1 (a-h) of the County Official Plan provide requirements for Lot creation for a residence surplus to a farming operation as the result of farm consolidation. The requirements are as follows:

- a) It is demonstrated that the dwelling is surplus to the needs of a consolidated farm operation. For the purposes of this section of the Official Plan:
  - i. an individual, partnership or corporation owns at least two farm properties, one being the subject property and both properties contain a habitable dwelling; and
  - ii. with regards to ownership, it must be demonstrated that common ownership represents the majority share of both farm properties. Where owners normally reside in the same household, they may be considered as one individual in the case of a partnership or corporation; and
  - iii. The majority owner of both properties is engaged in the business of agriculture on the lands, and has a valid farm business registration number.
- b) The surplus farm dwelling must be habitable and it is the intention to use the residence;
- c) The residence must be a minimum of ten years old on the date of the application for consent, or immediately replaced a dwelling which was originally built a minimum of 10 years ago.
- d) The new residential lot shall be limited to a minimum size and does not include any more prime agricultural land than what is required for the residential use, accessory uses and accommodation of appropriate sewage and water services. Existing buildings and landscape features such as ponds, gardens and windbreaks may be included in the surplus farm dwelling lot provided they are deemed accessory to the residential use and are in close proximity to the dwelling.
- e) The minimum distance separation provisions of MDS I must be satisfied from any livestock facilities on the retained farm property to the surplus residence;
- f) Lots created through this policy shall not permit livestock operations, however local zoning bylaws may permit limited non-commercial raising of livestock as an accessory use.
- g) An amendment to the local implementing zoning bylaw shall be required to regulate the permitted residential and accessory uses on the surplus dwelling lot;
- h) An amendment to the implementing zoning bylaw is required for the retained farm lot to prohibit any new permanent residential dwellings. Further, an agreement for such prohibition of any new permanent residential dwellings shall be registered on the property title of the remnant farm property as a condition of the consent.

## Zoning By-law

The subject lands are currently zoned Agricultural Zone (A).

The Zoning By-law Amendment proposes two changes:

1. The severed lands shall be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1). The A-1 zone shall permit only a non-farm residential use including accessory uses, buildings and structures.

The retained lands shall be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62). The "A-62" zone is such that no dwelling or mobile home shall be established.

## Agency Comments

At the time of writing this report, no commenting agencies have provided comments.

## Public Consultation

Public notice was provided to the neighbouring property owners on January 14, 2025 and was sent in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

## **Planning Analysis**

The Zoning By-law Amendment proposed to satisfy a condition of a consent is consistent with the relevant policies of the Provincial Planning Statement and conforms to the County of Perth Official Plan, effectively addressing both the severed and retained lands.

As previously indicated, the application proposes to rezone the severed lands from the Agricultural Zone (A) to Special Agricultural Zone (A-1). This rezoning permits a non-farm residential use, including a dwelling and accessory structures, and accommodates the existing features on the land. This rezoning is consistent with the PPS and County OP policies for surplus farm dwellings, which allow for residential use on a severed parcel while maintaining its minimal size for the intended purpose.

Additionally, the retained lands will be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62). This site-specific zoning prohibits any new permanent residential development, ensuring that the land remains dedicated solely to agricultural uses. This change aligns with the PPS and County OP goals to protect prime agricultural areas for long-term agricultural purposes and prevents the establishment of residential uses.

The rezoning addresses the conditions specified in the County OP and PPS for surplus farm dwellings, ensuring that the severed lands are used for residential purposes while the retained lands are protected for agriculture. An amendment to the local Zoning By-law will formalize these uses, including prohibiting new dwellings on the retained farmland.



In light of the foregoing, it is the opinion of staff that the Zoning By-law Amendment is consistent with the Provincial Planning Statement and conforms with the County of Perth Official Plan.

---

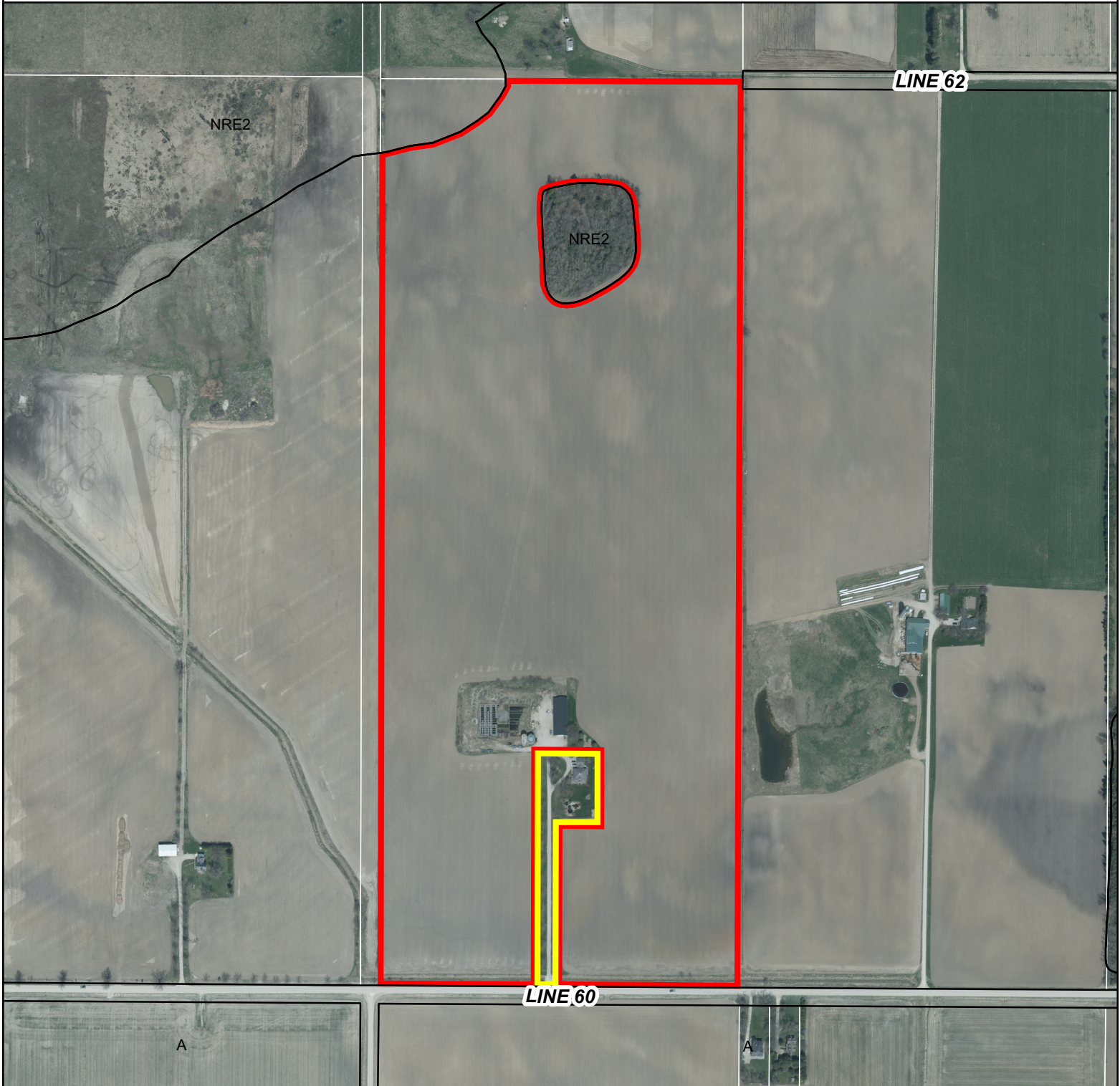
Authored by:

Haylee Hallema  
Planner

Approved submission by:



Andrea Hächler  
Director of Planning

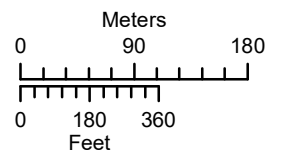
MUNICIPALITY OF NORTH PERTH  
CON 15 LOT 31, Elma Ward (5250 Line 60)  
Application for Zoning By-law Amendment  
by Joda-Run Farms



**Perth County**  
Cultivating Opportunity

PHOTO DATE: 2020  
January 10, 2025

-  TO BE ZONED A-1
-  TO BE ZONED A-62

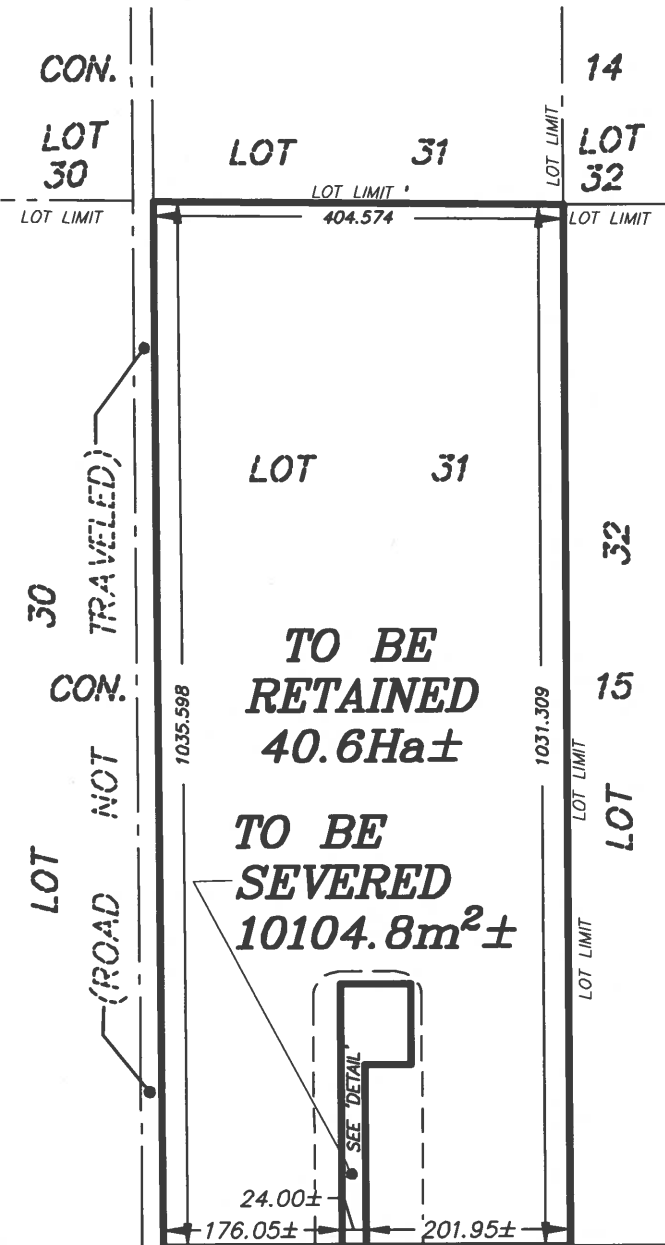


# SEVERANCE SKETCH

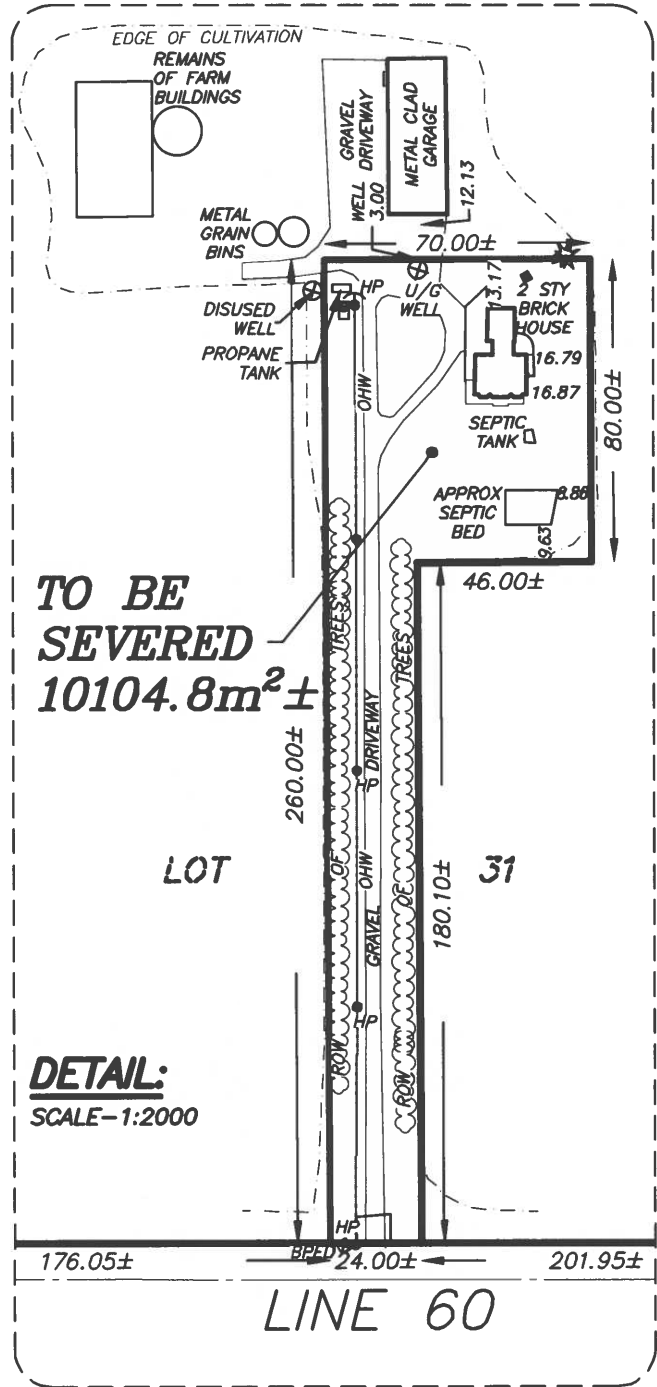
SCALE 1:7500



MTE OLS LTD.  
ONTARIO LAND SURVEYORS



LINE 60  
ORIGINAL ROAD ALLOWANCE  
BETWEEN CONCESSIONS 15 AND 16



**DETAIL:**  
SCALE-1:2000

## NOTES:

MEASUREMENTS ON THIS SKETCH OBTAINED FROM ACTUAL FIELD SURVEY

## AREAS:

AREAS SHOWN ON THIS PLAN ARE IN HECTARES AND CAN BE CONVERTED TO ACRES BY MULTIPLYING BY 2.471054.

AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO ACRES BY DIVIDING BY 4046.8564.

## METRIC:

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

## CAUTION:

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.  
THIS SKETCH IS PREPARED FOR JOHN RUNSTEDLER  
DATE : NOVEMBER 12, 2024 © COPYRIGHT 2024, MTE OLS LTD.



# MTE

MTE ONTARIO LAND SURVEYORS LTD.  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: 519-271-7952

Cad File: P:\56100\100\56100-100-SV1.DWG

COGO : 56100-100-UTMGROUND.ASC

Drawn By : M. MARSH

Checked By : D. REAUME

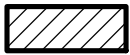
File No : 56100-100-SV1 (S)

**THIS IS SCHEDULE "A"**  
**TO BY-LAW NO. XXX-2024**  
**OF THE MUNICIPALITY OF NORTH PERTH**  
**PASSED THIS \_\_\_ DAY OF \_\_\_\_\_, 2025**

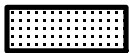
**Todd Kasenberg, Mayor**

**Lindsay Cline, Clerk**

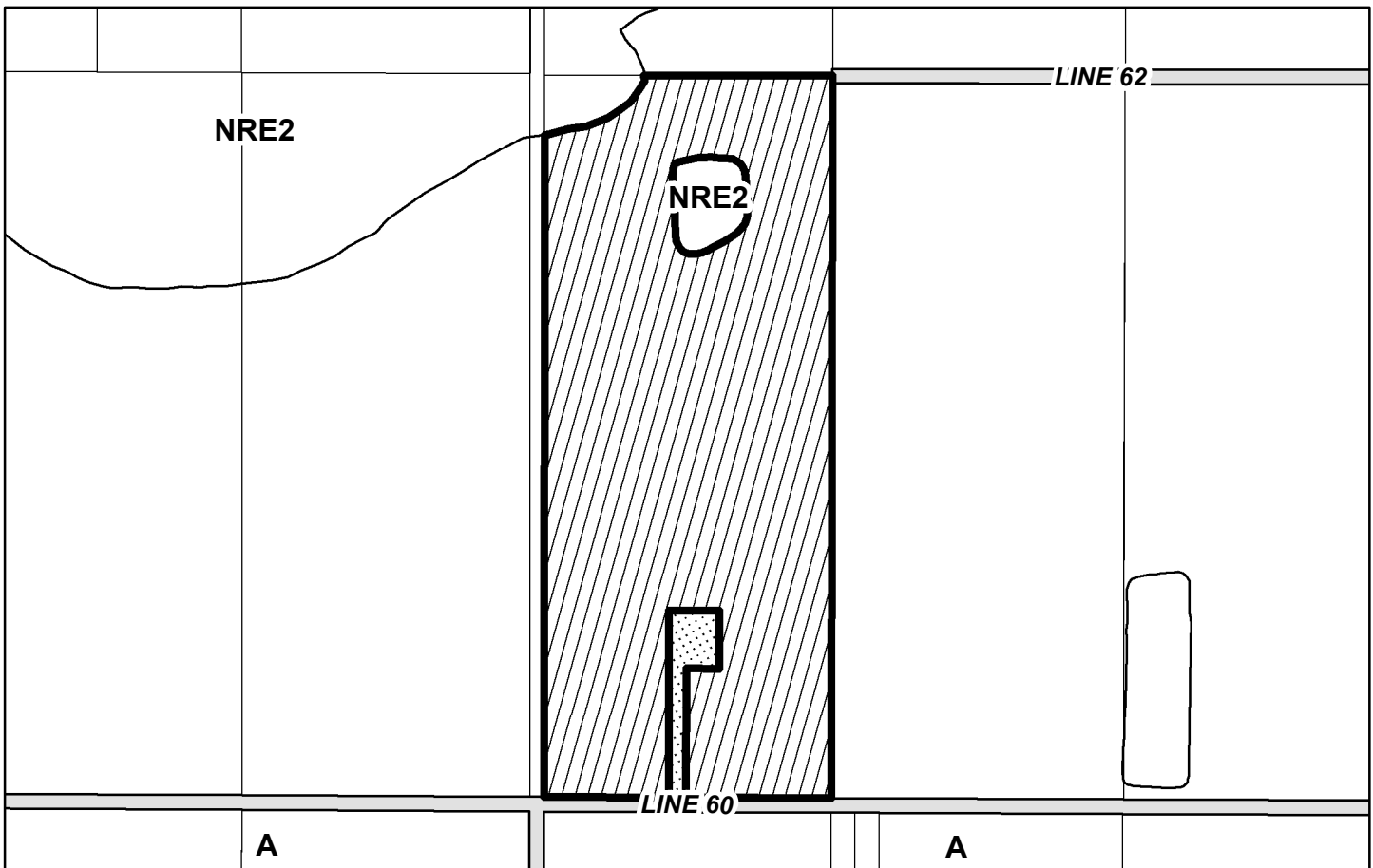
AREA AFFECTED BY THIS BY-LAW



The retained lands shall remain in the "Agricultural Zone (A)" of the Municipality of North Perth Zoning By-law, By-law No. 6-ZB-1999 as amended and shall be subject to the provisions of Section 6.8.62 (A-62). The "A-62" zone is such that no dwelling or mobile home shall be established.



The severed lands shall remain in the "Agricultural Zone (A)" of the Municipality of North Perth Zoning By-law, By-law No. 6-ZB-1999 as amended and shall be subject to the provisions of Section 6.8.1 (A-1). The "A-1" zone shall permit only a dwelling and accessory uses, buildings and structures.



**APPLICATION FOR ZONING BY-LAW AMENDMENT**

**To:** Mayor Kasenberg & Municipality of North Perth Council

**Prepared by:** Haylee Hallema, Planner

**Date:** February 24, 2025

**File:** ZN20-2024

**Owner:** Berlett Farms c/o Jeff Berlett

**Agent:** MTE c/o Doug Reaume

**Location:** Legally described as Concession 2 N, Part Lot 13, in the Municipality of North Perth. The property is located at the intersection of Line 87 and Road 152, and is municipally known 5439 Line 87.

**Attachments:** **Report Photo**  
**Site Sketch**  
**Schedule A**  
**Draft By-law**

---

THAT the Municipality of North Perth Council **receive** the report dated February 24, 2025, entitled Zoning By-law Amendment Z20-2024, submitted by Doug Reaume on behalf of Jeff Berlett, affecting lands described as Concession 2 N, Part Lot 13, municipally known as 5439 Line 87; and

THAT the Municipality of North Perth Council **approve in principle** Zoning By-law Amendment Z20-2024 submitted by Doug Reaume on behalf of Jeff Berlett, affecting lands described as Concession 2 N, Part Lot 13, municipally known as 5439 Line 87.

---

**Proposal**

The application for Zoning By-law Amendment is required to satisfy a condition of Consent application B56-24, to sever a surplus farm dwelling as a result of the consolidation of the remnant agricultural lands with an agricultural operation located at 5711-5719 Line 87.

The subject application proposes to rezone the severed lands from Agricultural Zone (A) to Special Agricultural Zone (A-1) to permit the existing residential and accessory uses and to rezone the retained lands from Agricultural Zone (A) to Special Agricultural Zone (A-62) to prohibit any new residential development on the agricultural lands.

The severed residential parcel has approximately 0.6 ha (1.6 ac) with a lot frontage of 81 m (265.7 ft) on Line 87. The land contains an existing dwelling, a shed, septic, and well.

The retained lands will be approximately 19.8 ha (48.9 ac) with a lot frontage of 220.9 m (724.7 ft) on line 87. The retained lands are proposed to be vacant.

## **Background**

<b>Existing Official Plan:</b>	Agriculture
<b>Existing Zoning By-law:</b>	Agricultural Zone (A)
<b>Proposed Zoning By-law:</b>	Special Agricultural Zone (A-1) for the Severed Lands and Special Agricultural Zone (A-62) for the Retained Lands
<b>Services:</b>	Private
<b>Road Access:</b>	Line 87

## **Application Review**

### **Provincial Planning Statement 2024**

Section 4.3.1 of the PPS states that prime agricultural areas shall be protected for long-term use for agriculture. Section 4.3.3.1 (c) permits surplus farm dwelling severances provided that:

1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and
2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.

## County Official Plan

The subject lands are currently designated Agriculture in the County of Perth Official Plan.

Section 5.6.3.1 (a-h) of the County Official Plan provide requirements for Lot creation for a residence surplus to a farming operation as the result of farm consolidation. The requirements are as follows:

- a) It is demonstrated that the dwelling is surplus to the needs of a consolidated farm operation. For the purposes of this section of the Official Plan:
  - i. an individual, partnership or corporation owns at least two farm properties, one being the subject property and both properties contain a habitable dwelling; and
  - ii. with regards to ownership, it must be demonstrated that common ownership represents the majority share of both farm properties. Where owners normally reside in the same household, they may be considered as one individual in the case of a partnership or corporation; and
  - iii. The majority owner of both properties is engaged in the business of agriculture on the lands, and has a valid farm business registration number.
- b) The surplus farm dwelling must be habitable and it is the intention to use the residence;
- c) The residence must be a minimum of ten years old on the date of the application for consent, or immediately replaced a dwelling which was originally built a minimum of 10 years ago.
- d) The new residential lot shall be limited to a minimum size and does not include any more prime agricultural land than what is required for the residential use, accessory uses and accommodation of appropriate sewage and water services. Existing buildings and landscape features such as ponds, gardens and windbreaks may be included in the surplus farm dwelling lot provided they are deemed accessory to the residential use and are in close proximity to the dwelling.
- e) The minimum distance separation provisions of MDS I must be satisfied from any livestock facilities on the retained farm property to the surplus residence;
- f) Lots created through this policy shall not permit livestock operations, however local zoning bylaws may permit limited non-commercial raising of livestock as an accessory use.
- g) An amendment to the local implementing zoning bylaw shall be required to regulate the permitted residential and accessory uses on the surplus dwelling lot;
- h) An amendment to the implementing zoning bylaw is required for the retained farm lot to prohibit any new permanent residential dwellings. Further, an agreement for such prohibition of any new permanent residential dwellings shall be registered on the property title of the remnant farm property as a condition of the consent.

## Zoning By-law

The subject lands are currently zoned Agricultural Zone (A).

The Zoning By-law Amendment proposes two changes:

1. The severed lands shall be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1). The A-1 zone shall permit only a non-farm residential use including accessory uses, buildings and structures. The severed lands are approximately 0.6 ha (1.6 ac).
2. The retained lands shall be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62). The "A-62" zone is such that no dwelling or mobile home shall be established. The retained lands are approximately 19.8 ha (48.9 ac).

## Agency Comments

At the time of writing this report, no commenting agencies have provided comments.

## Public Consultation

Public notice was provided to the neighbouring property owners on January 14, 2025 and was sent in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

## **Planning Analysis**

The Zoning By-law amendment proposed to satisfy a condition of a consent is consistent with the relevant policies of the Provincial Planning Statement and conforms to the County of Perth Official Plan, effectively addressing both the severed and retained lands.

As previously indicated, the application proposes to rezone the severed lands from the Agricultural Zone (A) to Special Agricultural Zone (A-1). This rezoning permits a non-farm residential use, including a dwelling and accessory structures, and accommodates the existing features on the land. This rezoning is consistent with the PPS and County OP policies for surplus farm dwellings, which allow for residential use on a severed parcel while maintaining its minimal size for the intended purpose.

Additionally, the retained lands will be rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62). This site-specific zoning prohibits any new permanent residential development, ensuring that the land remains dedicated solely to agricultural uses. This change aligns with the PPS and County OP goals to protect prime agricultural areas for long-term agricultural purposes and prevents the establishment of residential uses.



The rezoning addresses the conditions specified in the County OP and PPS for surplus farm dwellings, ensuring that the severed lands are used for residential purposes while the retained lands are protected for agriculture. An amendment to the local Zoning By-law will formalize these uses, including prohibiting new dwellings on the retained farmland.

In light of the foregoing, it is the opinion of staff that the Zoning By-law amendment is consistent with the Provincial Planning Statement and conforms with the County of Perth Official Plan.

---

Authored by:

Haylee Hallema  
Planner

Approved submission by:



Andrea Hächler  
Director of Planning

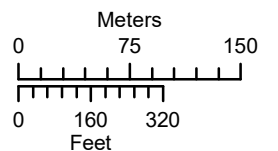
MUNICIPALITY OF NORTH PERTH  
CON 2 N PT LOT 13, Wallace Ward (5439 Line 87)  
Application for Zoning By-law Amendment  
by Berlett Farms



**Perth County**  
Cultivating Opportunity

PHOTO DATE: 2020  
January 10, 2025

-  TO BE ZONED A-1
-  TO BE ZONED A-62



**SEVERANCE SKETCH**

OF PART OF

**LOT 13**

**CONCESSION 2**

(GEOGRAPHIC TOWNSHIP OF WALLACE)

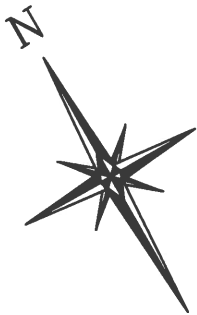
NOW IN THE

**MUNICIPALITY OF NORTH PERTH**  
**COUNTY OF PERTH**

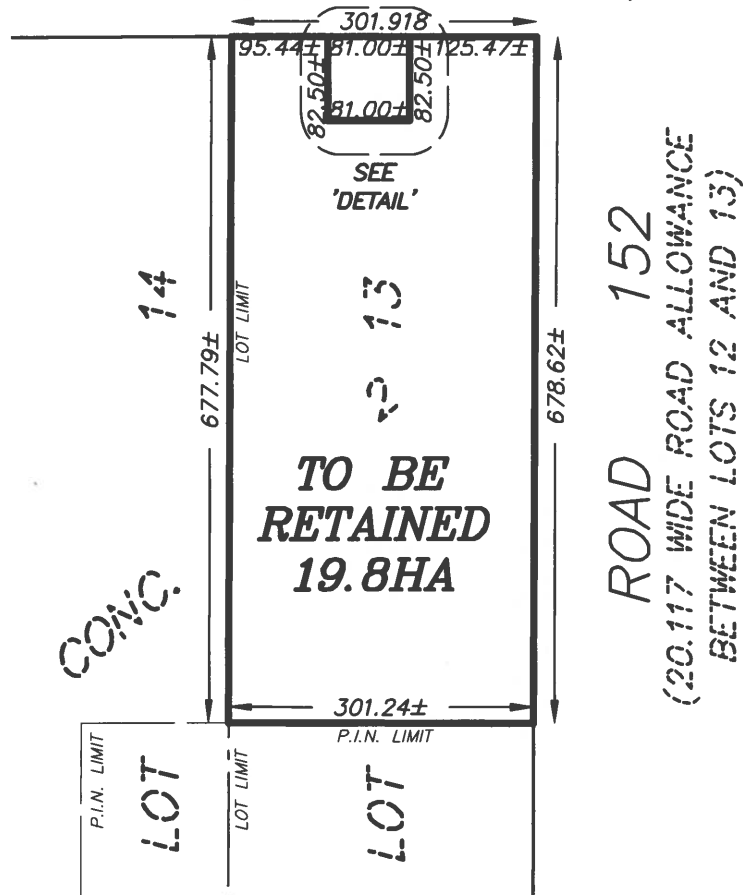
SCALE 1:7500



**MTE OLS LTD.**  
**ONTARIO LAND SURVEYORS**



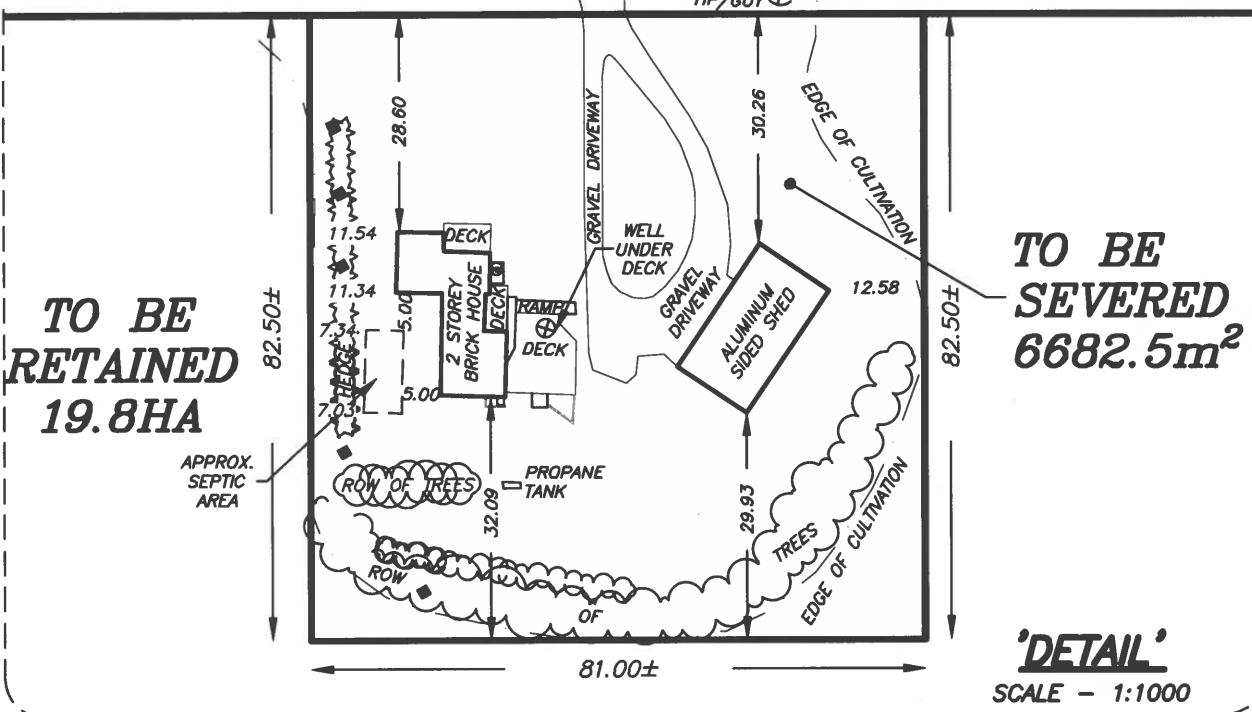
**LINE 87**  
(20.117 WIDE ROAD ALLOWANCE  
BETWEEN CONCESSIONS 2 AND 3)



**LINE 87**

€ OF ROAD

95.44± 81.00± HP/GUY 125.47±



**TO BE SEVERED**  
**6682.5m<sup>2</sup>**

**'DETAIL'**  
SCALE - 1:1000

**METRIC:**

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

**NOTES:**

MEASUREMENTS ON THIS SKETCH OBTAINED FROM ACTUAL FIELD SURVEY

**AREAS:**

AREAS SHOWN ON THIS PLAN ARE IN HECTARES AND CAN BE CONVERTED TO ACRES BY MULTIPLYING BY 2.471054.

AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO ACRES BY DIVIDING BY 4046.8564.

**CAUTION:**

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.

THIS SKETCH IS PREPARED FOR BERLETT FARMS

DATE : AUGUST 19, 2024

© COPYRIGHT 2024, MTE OLS LTD.



**MTE ONTARIO LAND SURVEYORS LTD.**  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: 519-271-7952

Cad File: P:\55038\100\55038-100-SV1.DWG

COGO : 55038-100-UTMGROUND.ASC

Drawn By : **M. MARSH**

Checked By : **T. MCNEIL, OLS**

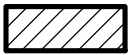
File No : **55038-100-SV1 (S)**

**THIS IS SCHEDULE "A"**  
**TO BY-LAW NO. XXX-2024**  
**OF THE MUNICIPALITY OF NORTH PERTH**  
**PASSED THIS \_\_\_ DAY OF \_\_\_\_\_, 2025**

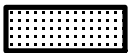
**Todd Kasenberg, Mayor**

**Lindsay Cline, Clerk**

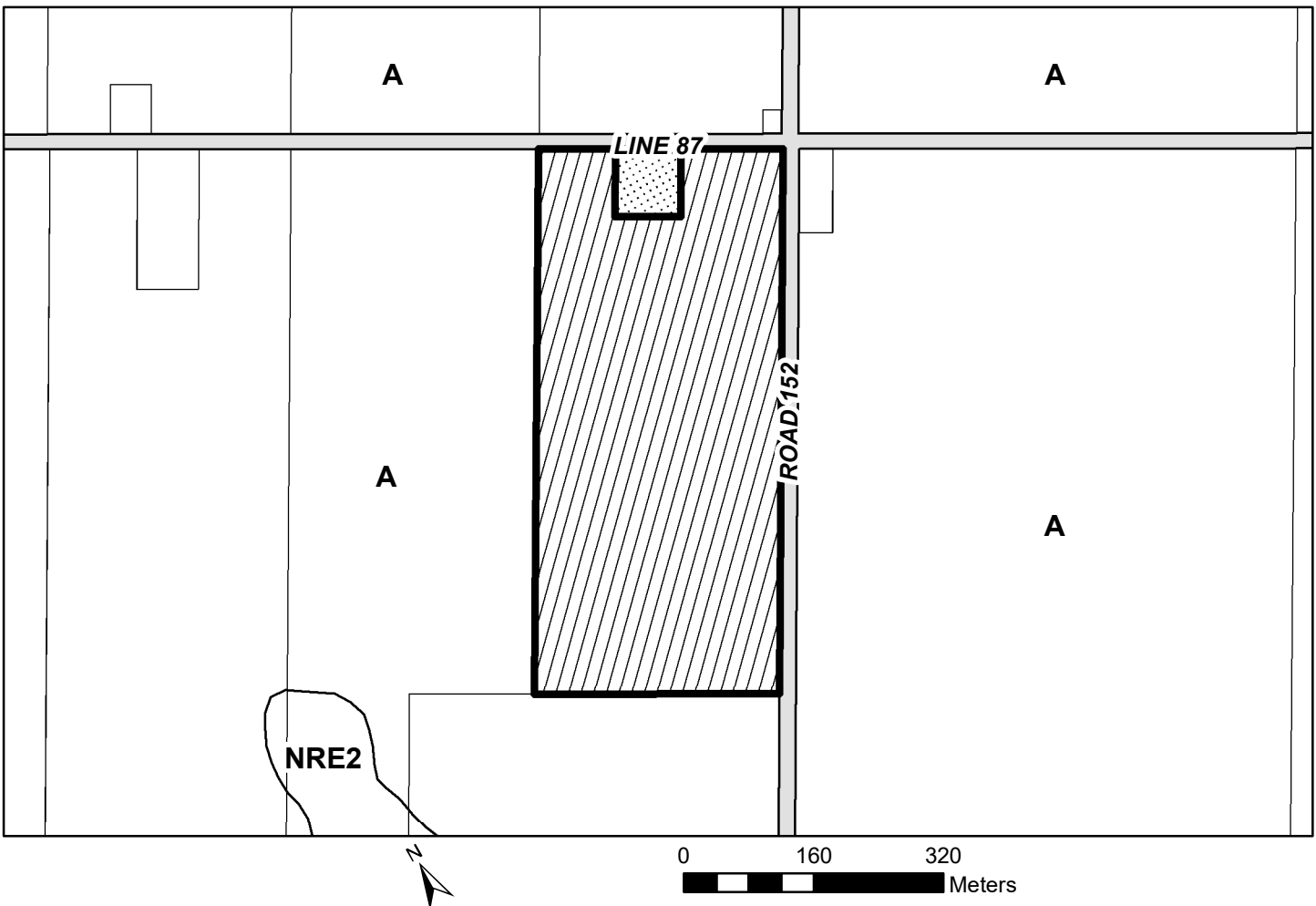
AREA AFFECTED BY THIS BY-LAW



The retained lands shall remain in the "Agricultural Zone (A)" of the Municipality of North Perth Zoning By-law, By-law No. 6-ZB-1999 as amended and shall be subject to the provisions of Section 6.8.62 (A-62). The "A-62" zone is such that no dwelling or mobile home shall be established.



The severed lands shall remain in the "Agricultural Zone (A)" of the Municipality of North Perth Zoning By-law, By-law No. 6-ZB-1999 as amended and shall be subject to the provisions of Section 6.8.1 (A-1). The "A-1" zone shall permit only a dwelling and accessory uses, buildings and structures.



**THE MUNICIPALITY OF NORTH PERTH  
BY-LAW NO. XX-2025**

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 in hatching on the attached map, Schedule "A", and legally described as Concession 2 N, Part Lot 13, in the Municipality of North Perth, is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62), and shall be subject to the provisions of Section 6.8.62 (A-62) of By-law No. 6-ZB-1999. The zoning of this land shall be shown as "A-62", on Key Map 8 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
2. **THAT** the area shown in stippling on the attached map, Schedule "A", and legally described as Concession 2 N, Part Lot 13, in the Municipality of North Perth is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 8 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
3. **THAT** all other provisions of this By-law, as amended, shall apply.
4. **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.
5. **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 24<sup>TH</sup> DAY OF February, 2025.**

**READ A THIRD TIME AND FINALLY PASSED THIS 24<sup>TH</sup> DAY OF February, 2025.**

\_\_\_\_\_  
Todd Kasenberg, Mayor

\_\_\_\_\_  
Sarah Carter, Acting Clerk

\*\*\*\*\*

**Certified a true copy of By-law No. XX-2025 passed by the Council of the Municipality of North Perth, \_\_\_\_\_, 2025.**

\_\_\_\_\_  
Sarah Carter, Acting Clerk

## THE MUNICIPALITY OF NORTH PERTH

### BY-LAW NO. XX-2025

#### EXPLANATORY NOTE

By-law No. XX-2025 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 legally described as Concession 2 N, Part Lot 13, in the Municipality of North Perth.

By-law No. XX-2025 rezones the severed lands from “A” to the “A-1” zone which restricts the permitted uses to a non-farm residential use and accessory buildings, and structures (shown in stippling on the attached map). The zoning on this land shall be shown as “A-1” on Key Map 8 of Schedule “A” to the By-law.

By-law No. XX-2025 rezones the retained lands from “A” to the “A-62” zone, which prohibits any dwelling or mobile home from being established on the property, (shown in hatching on the attached map). The zoning on this land shall be shown as “A-62”; on Key Map 8 of Schedule “A” to the By-law.

By-law No. XX-2025 was adopted by the Municipality of North Perth Council on the basis of an application submitted by the proponent. The Zoning By-law Amendment is a condition of County of Perth Consent Application B56-24.

Schedule "A" to the attached By-law No. XX-2025 is a map showing the location and zoning of the subject lands.

**APPLICATION FOR CONSENT**

**To:** Mayor Kasenburg & Municipality of North Perth Council  
**Prepared by:** Nathan Garland, Planner  
**Date:** February 24, 2025  
**File:** B50-24  
**Owner:** Brian and Angela McCracken  
**Agent:** Patterson Planning Consultants Inc. (Scott Patterson)  
**Location:** Legally described as Concession 1, West Part Lot 45 and Lot 46, Wallace Ward, in the Municipality of North Perth. The property is located between Road 171 and Road 175 on the north side of Perth Line 86, and is municipally known 6634 Perth Line 86.

**Attachments:** **Report Photo**  
**Site Sketch**  
**Applicants Planning Report**

---

**Recommendation**

THAT the Municipality of North Perth Council **advise** the Land Division Committee or its delegated authority that the Municipality of North Perth supports application file B50-24 submitted by Brian and Angela McCracken c/o Patterson Planning Consultants Inc, for lands described as Concession 1, West Part Lot 45 and Lot 46, Wallace Ward, in the Municipality of North Perth, municipally known as 6634 Perth Line 86, subject to the following conditions:

**Municipality of North Perth Conditions**

- 1) That confirmation be received from the Municipality of North Perth that all taxes have been paid in full;
- 2) That confirmation be received from the Municipality of North Perth that all financial requirements have been met (if any);
- 3) That confirmation be received from the Municipality of North Perth that the apportionment schedule for municipal drains in this area be reviewed, and updated to the satisfaction of the Municipality of North Perth in accordance with Section 65.1 of the Drainage Act R.S.O. to show that the applicant will be responsible for all costs associated with this re-apportionment;

- 4) That confirmation be received from the Municipality of North Perth that an amendment to the Municipality of North Perth implementing Zoning By-law has been adopted to zone the proposed severed lot to prohibit any residential dwellings;
- 5) That confirmation be received by the Municipality of North Perth Operations department that an appropriate entrance has been agreed upon for the severed and retained portions of land, and an entrance permit be completed for said entrances if applicable. The costs of required entrance permits are to be paid by the applicants.
- 6) That confirmation be received by the Municipality of North Perth that both the severed and retained farm lots have been assigned a municipal address and that each lot contain a municipal address sign which will be installed at the agreed upon entrances.
- 7) That the Municipality of North Perth has provided a clearing letter stating that all municipal requirements have been addressed.

#### Perth County Conditions

- 1) That confirmation be received from a solicitor that the Certificate of the Official will be scanned and attached to the electronic registration of the Transfer;
- 2) That the Land Division Committee be provided with a description that is consistent with the application and equal to that required for registration of a deed/transfer or other conveyance of interest in land under the provision of the Registry Act or Land Titles Act (2 copies of Registered Reference Plan required and an electronic file containing the digital plotting of the description under the provision of the Registry Act or Land Titles Act, including the textual description of file format, map standards used, scale, and location information such as lot, concession and municipality in a georeferenced Autocad.dwg format).

Alternatively, the Committee be provided with an Order pursuant to Section 150 of the Land Titles Act, R.S.O. 1990 or Section 80 of the Land Registry Act, R.S.O. 1990 issued by a Land Registrar exempting the transfer from the requirement that a reference plan be deposited.

If it has been determined that the subject property is a whole lot on an original Township Plan of Survey and an Exemption Order cannot be provided by a Land Registrar, satisfactory proof of same shall be provided by a Solicitor, with confirmation stating the reason why an Exemption Order cannot be provided;

- 3) That confirmation be received that the property owner has entered into an agreement with the County of Perth to prohibit any residential dwellings, on the severed farm lot.
-



## **Background**

### **Perth County Official Plan North Perth Zoning By-law**

Agriculture and Natural Resources/Environment  
Agricultural (A) and Natural Resources/Environment  
Zone Two (NRE-2)

### **Surrounding Uses**

Surrounding land uses include predominantly agricultural uses with livestock facilities, cropped land and accessory residential dwellings, with wooded areas to the north.

## **Proposal**

	<u>Severed Lot</u>	<u>Retained Lot</u>
Area	29.6 ha (73.1 ac)	30.3 ha (75 ac)
Frontage	174.7 m (573.2 ft)	226.6 m (743.4 ft)
Depth	1,325 m (270.6 ft)	1,325 m (2,224.4 ft)

The subject application proposes to create a vacant farm parcel and retain a farm parcel which contains a single detached dwelling, barn and accessory structures. The applicants are requesting to sever a lot with an area of approximately 29.6 ha (73.1 ac) with a lot frontage of 174.7 m (573.2 ft) on Perth Line 86. The lands are primarily vacant with the exception of a small shed towards the rear of the property. The retained lands will be approximately 30.3 ha (75 ac) with a lot frontage of 226.6 m (743.4 ft) on Perth Line 86.

## **Application Review**

### **Provincial Planning Statement, 2024**

The Provincial Planning Statement, 2024 (“PPS”) states that decisions on Consent to Sever applications must be consistent with the PPS. Section 4.3 of the PPS states that Prime Agricultural areas shall be protected for long-term use for agriculture and the permitted uses and activities are agricultural uses, agriculture-related uses and on-farm diversified uses. New land uses including the creation of lots shall comply with the MDS provisions.

The PPS allows for the lot creation in agricultural areas through the provisions of Section 4.3.3.1 a) and b). These policies can be found below:

#### **Section 4.3.3.1 Lot Creation and Lots Adjustments**

1. Lot creation in *prime agricultural areas* is discouraged and may only be permitted in accordance with provincial guidance for:

- a) *agricultural uses*, provided that the lots are of a size appropriate for the type of *agricultural use(s)* common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;

- b) *agriculture-related uses*, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*;

## County Official Plan

The lands to be severed are designated Agriculture and Natural Resources/Environment according to the Perth County Official Plan. The Agriculture designation intends to ensure prime agricultural lands in Perth County are protected and preserved for the production of food, fibre and fuel, to provide agriculture with an area free from conflicting or incompatible land uses and to prevent the break-up of farms into smaller holdings. The designation is also intended to make a strong municipal commitment to agriculture as a predominant land use activity in Perth County and a major economic importance to the County. The direction from the Provincial Planning Statement allows for agricultural severances and is implemented by policies in the Perth County Official Plan. Section 5.6.2.1 of the Perth County Official Plan, as amended by Official Plan Amendment #47, outlines the requirements for agricultural severances in the County. These requirements include:

### **5.6.2.1 New Lot Creation**

Applications for consent to create new farm lots may be granted provided that all lots involved (e.g. severed and retained lot) satisfy the following criteria:

- a. Farming must be the existing and/or intended use. The size of each lot involved should be appropriate for the type of farming use proposed and the type of farming use proposed must be suitable given the agricultural characteristics of the general area within which the subject land is situated and the availability of such related facilities as may be necessary to support the proposed farming use;
- b. The size of each lot involved must be large enough to provide the current/future farm operators with the flexibility of expanding, diversifying, or intensifying the farm operation, or of changing the type of commodities produced in order to meet changing economic conditions and trends in agriculture. When assessing farm size, consideration shall be given to matters such as the type of farm use proposed; the amount of productive land; topography; drainage characteristics; amount of woodlot; extent of bottom lands, organic soils, wetlands, and other unimproved lands; the size and configuration of the proposed lots for tillage for livestock purposes; the presence of or necessity for farm buildings or structures to support the farming use; and the location of neighbouring uses, buildings, and structures;
- c. As a general rule, the splitting of original farm units (i.e. 40.5 hectare/100acre) into smaller farm parcels is to be discouraged. The minimum lot area lot frontage requirement for farm use as set out in the local municipality's implementing Zoning By-law must be met;
- d. Each lot involved in the application must meet the minimum distance separation provisions of MDS I and MDS II;

- e. It may be necessary for the consent granting authority to impose appropriate conditions to ensure the appropriateness of the agricultural component of an application. Such conditions may include, but are not limited to, the following:
  - i. Where a new farming use is proposed and the construction of buildings or structures are necessary to carry out the use, approval may be subject to substantial completion of such buildings or structures prior to the deed stamping stage of consent approval. In addition, it may be a requirement that required farm buildings and structures be completed or substantially completed prior to construction of any farm residence;
  - ii. Approval may be conditional upon the prohibition/restriction of residential buildings on the subject lands through a site-specific Zoning By-law Amendment and an agreement registered on title; and
  - iii. Where livestock and/or poultry operations are involved, approval may be conditional upon a suitable nutrient management plan.

When addressing the issues of farming use suitability, flexibility, and viability, the local municipal Council, County Council, and/or the consent granting authority may consult with the Ministry of Agriculture, Food and Rural Affairs.

In assessing and applying the above-noted criteria, the fact that an application meets the minimum lot size and lot frontage requirements for a farm use in the applicable Zoning By-law does not mean that the suitability of the farming use type, and flexibility criteria have been met. Each of the criteria above must be satisfied independent of the others

Zoning By-law

The subject lands are currently zoned Agricultural Zone (A) and Natural Resources/Environment Zone 2 (NRE-2) in the North Perth Zoning By-law. The proposed severed lot does not meet the zoning criteria for the minimum farm size as outlined in Section 6.3.1 and 6.3.2. Whereby the minimum farm size for an agricultural property is 30 ha (75 ac). These sections are found below:

<p><b>Section 6.3.1</b>  <b>Lot Area</b>          Minimum</p>	<p>30 ha (areas of the same lot zoned as “NRE1” and/or “NRE2” may be included in the calculation of lot area)</p>
<p><b>Section 6.3.2</b>  <b>Lot Frontage</b>          Minimum</p>	<p>225 m</p>

Due to the limited size of the property not meeting the minimum farm parcel size staff are recommending that a condition be added to prohibit a residential development on the severed land for the purpose of protecting the existing cropland.

## Agency Comments

Hydro One and Bluewater Recycling have provided comments stating that they have no objections to the application.

## Public Consultation

Public notice was provided to the neighbouring property owners on December 20, 2024 in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

## **Planning Analysis**

The subject application proposes to sever a farm parcel from the existing farm parcel. The proposed severed lands are approximately 29.6 ha and the proposed retained lands are 30.3 ha.

The Provincial Planning Statement permits the severance of agricultural lots where the minimum size is appropriate to the area and where water and sewage can be provided.

Staff are satisfied that water and sewage can be provided which would be private and consist with the surrounding area.

The County of Perth Official Plan provides further direction on the severance of a farm parcel and typically directs away from the severance of farm lots less than the original farm size and to meet the requirements of the applicable zoning by-law for farm size and frontage. The consent criteria also allow for the prohibition of a residential dwelling on the severed lot as a condition of approval.

The current proposed severance size is limited in the size of the lot and frontage due to the historical removal of approximately 0.69 ha (1.7 ac) along the south-east side of the property where a dwelling is currently located.

In review of the application staff have reviewed the historical information and supporting material supplied by the applicant. During some point in time the original 40.5 ha (100 acres) of Lot 45 was split into two 20.2 ha (50 acre) parcels as the 1879 Historical Atlas identifies the property as a whole lot. Subsequently, the 0.69 ha (1.7 ac) lot with dwelling was removed from the half lot and the remaining 19.4 ha (48 ac) was merged with Lot 46 which is now all owned by the applicant.

While staff acknowledge the farm size being close in relative size to the minimum farm size, the historical removal of the residential severance and that the farm size does not meet the minimum criteria staff are not in a position to support the severance to allow for a residential dwelling on both the severed and retained. Therefore, staff are recommending that the

proposed undersized agricultural lot be rezoned to prohibit a dwelling from being located on the subject property. A condition of approval has been included to ensure that the lands are rezoned appropriately.

In light of the foregoing, staff are supportive of the proposed severance subject to the conditions listed and are of the opinion that the application is consistent with the Provincial Planning Statement 2024 and conforms with the requirements of Section 5.6.2.1 of the County of Perth Official Plan subject to the conditions of prohibiting a dwelling on the severed lands.

---

Authored by:

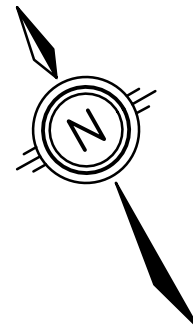
Nathan Garland  
Planner

Approved submission by:

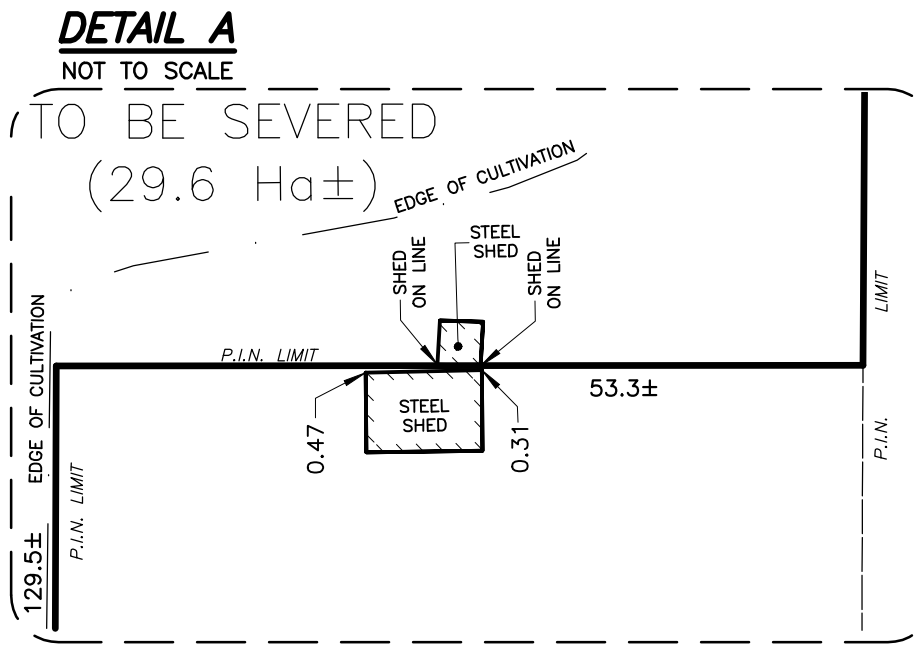
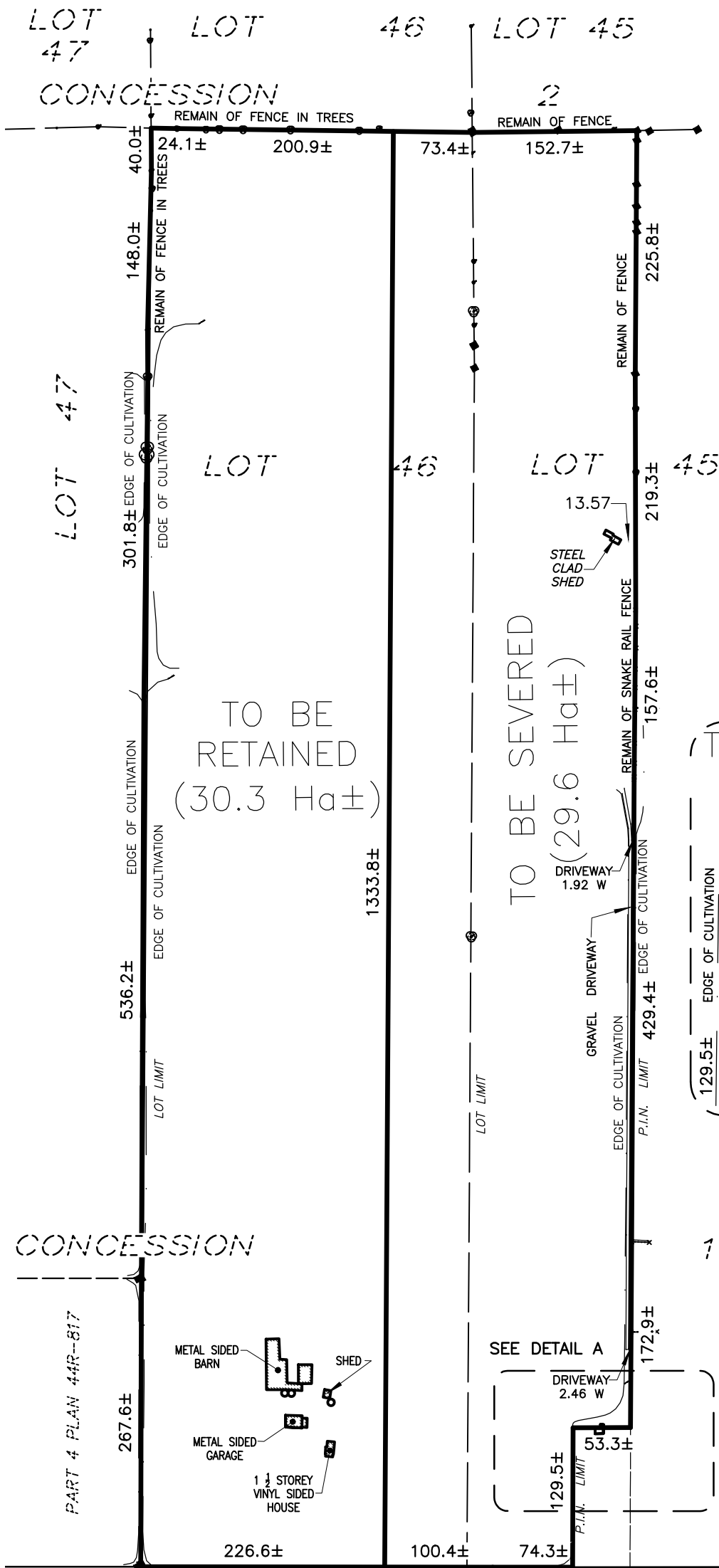
Andrea Hächler  
Director of Planning

# SEVERANCE SKETCH

SCALE 1:200



MTE OLS LTD.  
ONTARIO LAND SURVEYORS



PERTH LINE 86

### CAUTION:

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.

### NOTES:

MEASUREMENTS ON THIS SKETCH OBTAINED FROM ACTUAL FIELD SURVEY

### AREAS:

AREAS SHOWN ON THIS PLAN ARE IN HECTARES AND CAN BE CONVERTED TO ACRES BY MULTIPLYING BY 2.471054.

AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO ACRES BY DIVIDING BY 4046.8564.

THIS SKETCH WAS PREPARED FOR BRIAN MCCrackEN.



MTE ONTARIO LAND SURVEYORS LTD.  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: (519) 271-7952

**Our File: 214**

November 22, 2024

Perth County Land Division Committee  
c/o Mr. Nathan Garland  
County of Perth

Via email – [ngarland@perthcounty.ca](mailto:ngarland@perthcounty.ca)

Dear Mr. Garland:

**Re: 6634 Perth Line 86  
Application for Consent  
Brian and Angela McCracken**

---

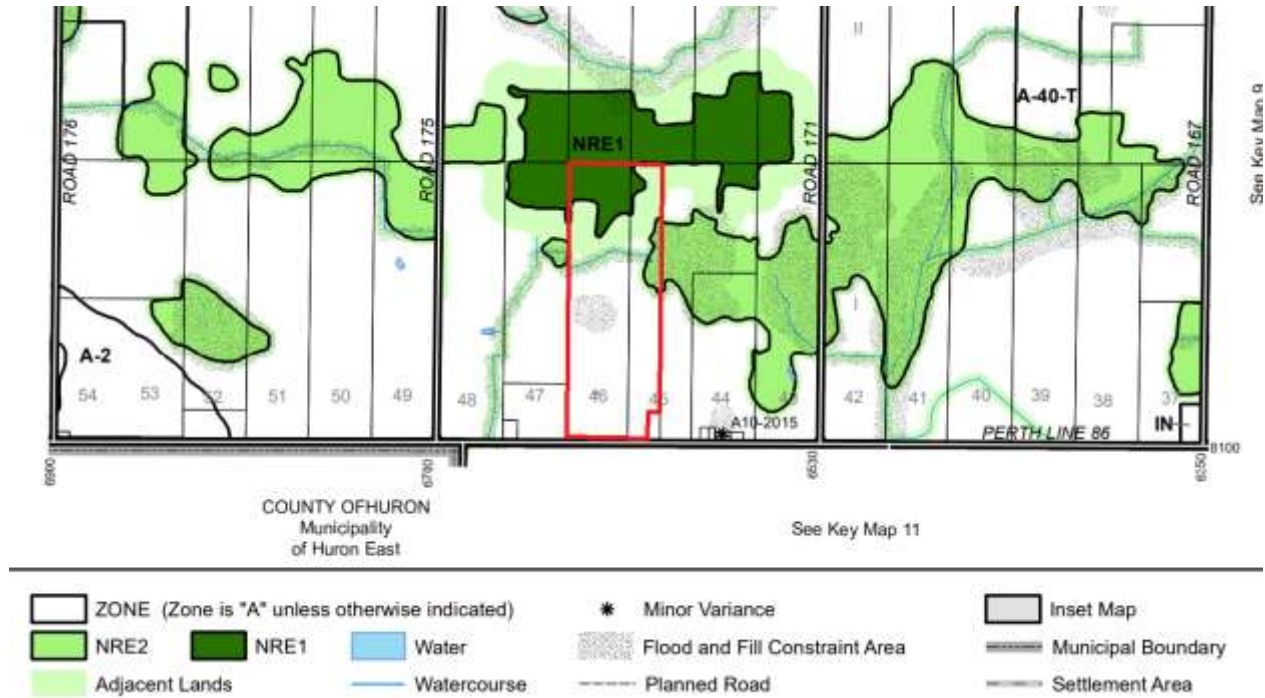
On behalf of Brian and Angela McCracken (the “Owner”), Patterson Planning Consultants Inc. is pleased to submit this Application for Consent to the Perth County Land Division Committee. The subject property is located at 6634 Perth Line 86 in the Wallace Ward of the Municipality of North Perth. The lands are legally described as Pt. Lots 45 & 46, Concession 1 Wallace, as in R335436 and are located on the north side of Hwy 86 with a total lot area of 148ac (59.9ha). The property is outlined on the image below.



The Owner seeks Consent to sever the property into 75ac (30.3ha) and 73ac (29.5ha) parcels.

The lands are currently designated “Agriculture” and “Natural Resource/ Environment” in the County of Perth Official Plan. In October 2024, the County of Perth adopted a new Official Plan which is currently with the Province for final review and approval. Under the new Official Plan the property is designated “Agriculture” and “Natural Environment”.

The Municipality of North Perth Zoning By-Law (6-ZB-1999) Schedule 6 identifies the lands are zoned “A”, “NRE1” and “NRE2”.



The “A” zone has the following regulations under Section 6.3

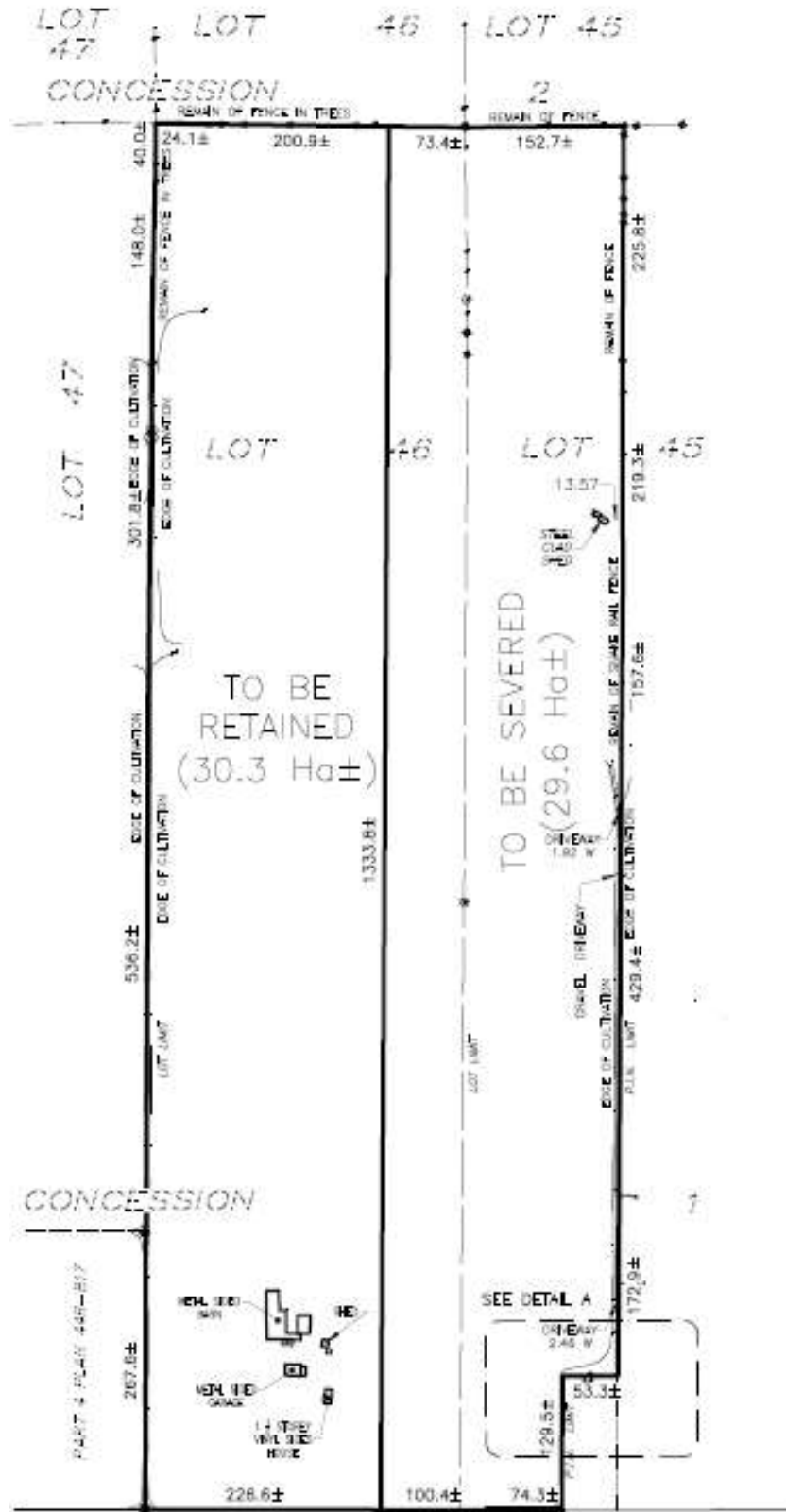
**6.3. Zone Regulations**

- 6.3.1 Lot Area, Minimum  
 For agricultural uses; 30 hectares (75 acres)  
 (Areas of the same lot zoned as “NRE1” and/or “NRE2” may be included in the calculation of lot area)  
 1,850 m<sup>2</sup> (20,000 ft<sup>2</sup>)
- 6.3.2 Lot Frontage, Minimum  
 For agricultural uses: 225 m (740 ft.)  
 For other permitted uses: 30 m (100 ft.)

You will note that the Lot Area requirements allow for the portions of land zoned “NRE1” and “NRE2” to be included in the Lot Area calculations.

A Severance Sketch has been prepared by MTE Ontario Land Surveyors to outline the proposed limits of the new parcels.





Based upon the Severance Sketch:

Section 6.3 of Zoning By-law 6-ZB-1999 Regulation	Requirement	Retained	Severed
Minimum Lot Area	30ha	30.3ha	29.6ha
Minimum Lot Frontage	225m	226.6m	174.7m

Discussions with you have occurred regarding the minor reduction in lot area that is proposed. A reduction in lot frontage also results from this severance proposal compared to by-law requirements. Further northward into the severed parcel the property widens to 228m. A previous conveyance from the property (~2ac) in the south-eastern corner has resulted in the reduced lot area and frontage for the severed lands.

Discussions with you have also suggested that the County may seek to restrict the ability for a new house to be constructed on the severed property. The Owner would ask the County to consider including permissions for a single detached dwelling associated with an agricultural use to be allowed on the severed parcel. There is nothing to suggest that a 73 acre parcel would not be a suitable location for a new dwelling. Any existing 75ac parcel would readily be able to have a new house constructed thereon. A modest reduction of 2ac to a farm parcel size of 73ac should not result in a prohibition on a new dwelling unit.

We recognize that these zoning related issues will need to be addressed should the Consent be granted provisional approval. We welcome the opportunity to speak further with County staff on the Planning mechanism that will be used to address the zoning related matters.

I am of the opinion that this proposal is consistent with the Provincial Planning Statement 2024. The proposal would also meet the criteria of Section 51(24) of the *Planning Act*. Similarly the proposal conforms to the existing County of Perth Official Plan and the new County of Perth Official Plan (October 2024). The Retained lands would meet all zoning regulations for the creation of a new farm parcel. All buildings on site readily appear to meet setbacks etc. as well. The proposed Severed parcel will require a modest reduction in lot area and lot frontage, both of which are reasonable and still result in a viable farm parcel size and shape.

In support of the filing of this application we provide the following:

1. This cover letter
2. A completed and commissioned Perth County Application for Consent
3. A cheque made payable to the County of Perth in the amount of \$3908.00. (The cheque will be hand delivered to the Municipal Planning office in North Perth)
4. A current PIN sheet
5. A Severance Sketch prepared by MTE Ontario Land Surveyors

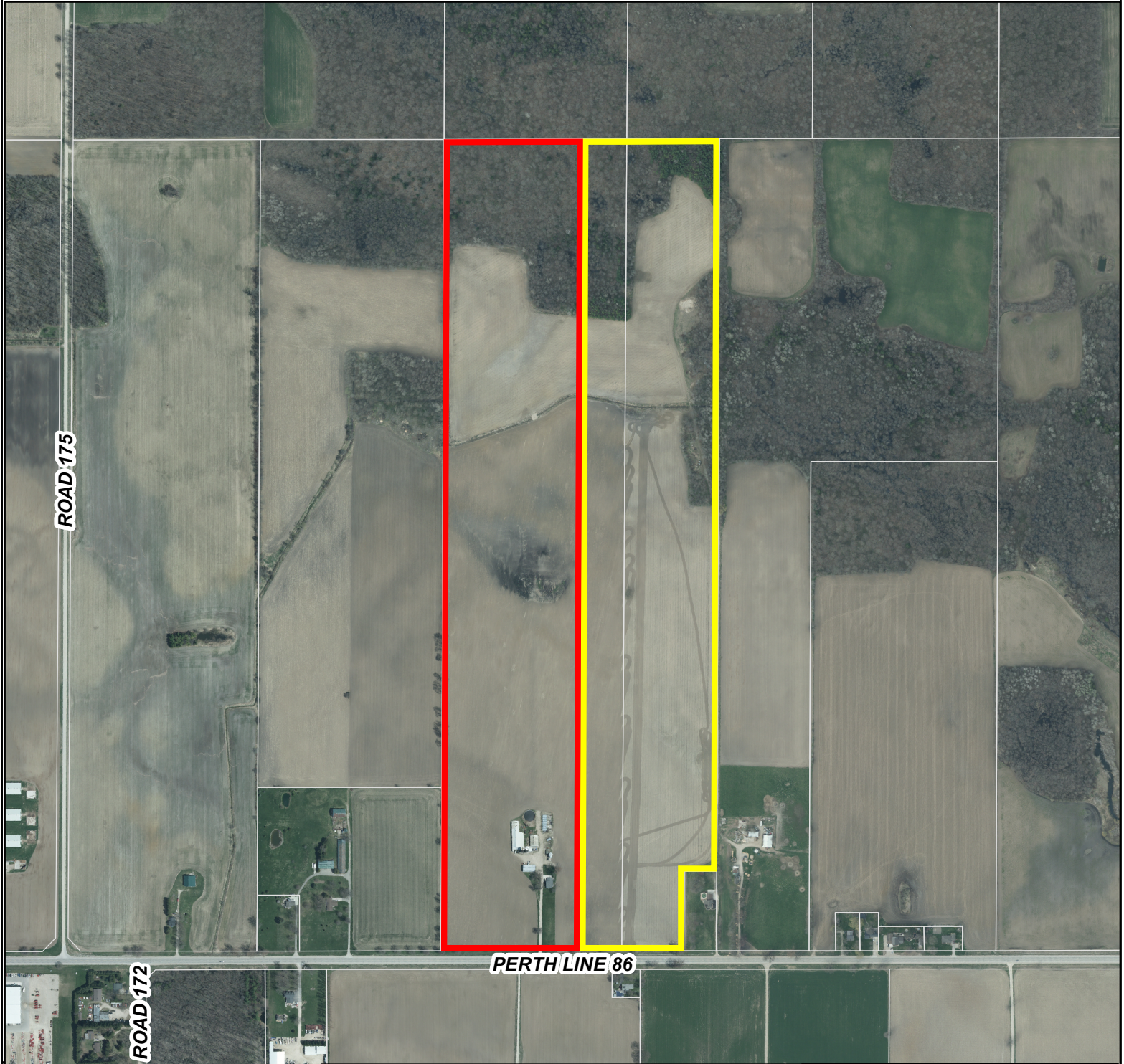
Should you have any questions or concerns please do not hesitate to reach out to me.

Yours truly,  
**Patterson Planning Consultants Inc.**





**Scott J. Patterson, BA, CPT, MCIP, RPP**  
**Principal**

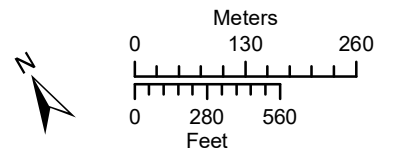
MUNICIPALITY OF NORTH PERTH  
Lot 46, Conc 1, Wallace Ward (6634 Line 86)  
Application for Consent B50/24  
by McCracken, Brian & Angela



**Perth County**  
Cultivating Opportunity

PHOTO DATE: 2020  
November 27, 2024

-  TO BE RETAINED
-  TO BE SEVERED



**APPLICATION FOR CONSENT**

**To:** Mayor Kasenberg & Municipality of North Perth Council  
**Prepared by:** Haylee Hallema, Planner  
**Date:** February 24, 2025  
**File:** B55-24  
**Owner:** Joda-Run Farms c/o John Runstedler  
**Agent:** MTE c/o Doug Reaume  
**Location:** Legally described as Concession 15, Lot 31, in the Municipality of North Perth. The property is located on the north side of Line 60, west of Road 140, and is municipally known 5250 Line 60.

**Attachments:** **Report Photo**  
**Site Sketch**

---

**Recommendation**

THAT the Municipality of North Perth Council **advise** the Land Division Committee or its delegated authority that the Municipality of North Perth supports application file B55-24 submitted by Joda-Run Farms c/o John Runstedler, for lands described as Concession 15, Lot 31, municipally known as 5250 Line 60, subject to the following conditions:

**Municipality of North Perth Conditions**

- 1) That confirmation be received from the Municipality of North Perth that all taxes have been paid in full;
- 2) That confirmation be received from the Municipality of North Perth that all financial requirements have been met (if any);
- 3) That confirmation be received from the Municipality of North Perth that the apportionment schedule for municipal drains in this area be reviewed, and updated to the satisfaction of the Municipality of North Perth in accordance with Section 65.1 of the Drainage Act R.S.O. to show that the applicant will be responsible for all costs associated with this re-apportionment;
- 4) That confirmation be received from the Municipality of North Perth that an amendment to the Municipality of North Perth implementing Zoning By-law has been adopted to zone the proposed severed lot to permit only a dwelling and accessory uses, buildings

and structures and to zone the retained farm lot to prohibit any new permanent residential dwellings;

- 5) That confirmation be received by the Municipality of North Perth Operations department that an appropriate entrance has been agreed upon for the severed and retained portions of land, and an entrance permit be completed for said entrances if applicable. The costs of required entrance permits are to be paid by the applicants.
- 6) That confirmation be received by the Municipality of North Perth that both the severed and retained farm lots have been assigned a municipal address and that each lot contain a municipal address sign which will be installed at the agreed upon entrances.
- 7) That the Municipality of North Perth has provided a clearing letter stating that all municipal requirements have been addressed.

#### Perth County Conditions

- 1) That confirmation be received from a solicitor that the Certificate of the Official will be scanned and attached to the electronic registration of the Transfer;
- 2) That the Land Division Committee be provided with a description that is consistent with the application and equal to that required for registration of a deed/transfer or other conveyance of interest in land under the provision of the Registry Act or Land Titles Act (2 copies of Registered Reference Plan required and an electronic file containing the digital plotting of the description under the provision of the Registry Act or Land Titles Act, including the textual description of file format, map standards used, scale, and location information such as lot, concession and municipality in a georeferenced Autocad.dwg format).

Alternatively, the Committee be provided with an Order pursuant to Section 150 of the Land Titles Act, R.S.O. 1990 or Section 80 of the Land Registry Act, R.S.O. 1990 issued by a Land Registrar exempting the transfer from the requirement that a reference plan be deposited.

If it has been determined that the subject property is a whole lot on an original Township Plan of Survey and an Exemption Order cannot be provided by a Land Registrar, satisfactory proof of same shall be provided by a Solicitor, with confirmation stating the reason why an Exemption Order cannot be provided;

- 3) That confirmation be received that the property owner has entered into an agreement with the County of Perth to prohibit any residential dwellings, on the retained farm lot.

---

#### Background

**Perth County Official Plan  
North Perth Zoning By-law**

Agriculture and Natural Resource / Environment  
Agricultural Zone (A) and Natural Resource /  
Environment Zone Two (NRE2)

**Surrounding Uses**

Surrounding land uses include predominantly  
agricultural uses with livestock facilities, cropped land  
and accessory residential dwellings, with wooded  
areas to the north.

**Proposal**

	<u>Severed Lot</u>	<u>Retained Lot</u>
Area	1.0 ha (2.5 ac)	40.6 ha (100.3 ac)
Frontage	24 m (78.7 ft)	378 m (1,240.1 ft)
Depth	260 m (853 ft)	1,033 m (3,389.1 ft)

The subject application is for a consent to sever a surplus farm dwelling residence that would result in a farm consolidation. The proposed lot to be severed has a lot area of approximately 1.0 ha (2.5 ac) with a lot frontage of 24 m (78.74) on Line 60. The land contains an existing single detached dwelling, septic, and well. The retained lands have a lot area of approximately 40.6 ha (100.3 ac) in area with a lot frontage of 378 m (1,240.1 ft) on Line 60. The retained lands contain a metal clad garage, 2 metal gran bins and 2 agricultural structures. The owners own another farm residence located at 4145 Line 83.

**Application Review**

**Provincial Planning Statement 2024**

The Provincial Planning Statement, 2024 (“PPS”) states that decisions on Consent to Sever applications must be consistent with the PPS. Section 4.3 of the PPS states that prime agricultural areas shall be protected for long-term use for agriculture and the permitted uses and activities are agricultural uses, agriculture-related uses and on-farm diversified uses. New land uses including the creation of lots shall comply with the MDS provisions.

The PPS allows for surplus farm residential lot creation in agricultural areas through the provisions of Section 4.3.3.1 c). These policies can be found below:

**Section 4.3.3.1 Lot Creation and Lots Adjustments**

c) one new residential lot per farm consolidation for a residence surplus to an agricultural operation, provided that:

1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and

2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance.

The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.

### County Official Plan

The lands to be severed are designated Agriculture according to the Perth County Official Plan. The Agriculture designation intends to ensure prime agricultural lands in Perth County are protected and preserved for the production of food, fibre and fuel, to provide agriculture with an area free from conflicting or incompatible land uses and to prevent the break-up of farms into smaller holdings for non-farm use. The designation is also intended to make a strong municipal commitment to agriculture as a predominant land use activity in Perth County and a major economic importance to the County. The direction from the Provincial Policy Statement on surplus farm dwelling severances is implemented by policies in the Perth County Official Plan. Section 5.6.3.1 of the Perth County Official Plan, as amended by Official Plan Amendment #189, outlines the requirements for surplus farm dwelling severances in the County. These requirements include:

- a) It is demonstrated that the dwelling is surplus to the needs of a consolidated farm operation.
- b) The surplus farm dwelling must be habitable and it is the intention to use the residence.
- c) The residence must be a minimum of ten years old on the date of the application for consent, or immediately replaced a dwelling which was originally built a minimum of 10 years ago.
- d) The new residential lot shall be limited to a minimum size and does not include any more prime agricultural land than what is required for the residential use, accessory uses and accommodation of appropriate sewage and water services.
- e) The minimum distance separation provisions of MDS I must be satisfied from any livestock facilities on the retained farm property to the surplus residence;
- f) Lots created through this policy shall not permit livestock operations.
- g) An amendment to the local implementing Zoning By-Law shall be required to regulate the permitted residential and accessory uses on the surplus dwelling lot;

An amendment to the implementing Zoning By-Law is required for the retained farm lot to prohibit any new permanent residential dwellings. Further, an agreement for such prohibition of any new permanent residential dwellings shall be registered on the property title of the remnant farm property as a condition of the consent.

### Zoning By-law

The subject lands are currently zoned Agricultural Zone (A) and Natural Resources / Environment Zone Two (NRE2) in the North Perth Zoning By-law. The lands zoned NRE2 will not be affected by the consent application.

To satisfy the conditions of consent, the severed lands will be rezoned to recognize the permitted residential and accessory uses while the retained portion will be rezoned to prohibit residential development for the purpose of protecting the existing cropland.

### Agency Comments

Hydro One and Bluewater Recycling have provided comments stating that they have no objections to the application.

### Public Consultation

Public notice was provided to the neighbouring property owners on February 1, 2025 in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

### **Planning Analysis**

The subject application proposes to sever a residential lot that is considered surplus to the farming operation. The owners own another farm located at 4145 Line 83 which contains a habitable farm residence. The dwelling located on the lands to be severed is greater than 10 years old and is also considered habitable.

The applicants are requesting to sever a surplus farm dwelling residence that would result in a farm consolidation. The applicants are requesting to sever a lot with an area of approximately 1.0 ha (2.5 ac) with lot frontage of 24 m (78.74) on Line 60. The land contains an existing dwelling, septic, and well. The retained lands will be approximately 40.6 ha (100.32 ac) in area with frontage of 378 m (1240.15 ft) on Line 60. The retained lands contain a metal clad garage, 2 metal gran bins and 2 agricultural structures.

The applicant will be required to obtain a Zoning By-law Amendment from the Municipality of North Perth as a condition of severance.

Planning staff are of the opinion that the submitted severance sketch conforms with the surplus farm dwelling policies contained in the County of Perth Official Plan.

In light of the foregoing, staff are supportive of the proposed severance and are of the opinion that the application is consistent with the residence surplus to a farming operation as a result of farm consolidation policy (Section 4.3.3.1c) within the Provincial Planning Statement (2024) and conforms with the surplus farm dwelling requirements of Section 5.6.3.1 of the County of Perth Official Plan.



As such, staff recommend that North Perth Council recommend to the Perth County Land Division Committee or its delegate that the application for severance be supported subject to the list of conditions.

---

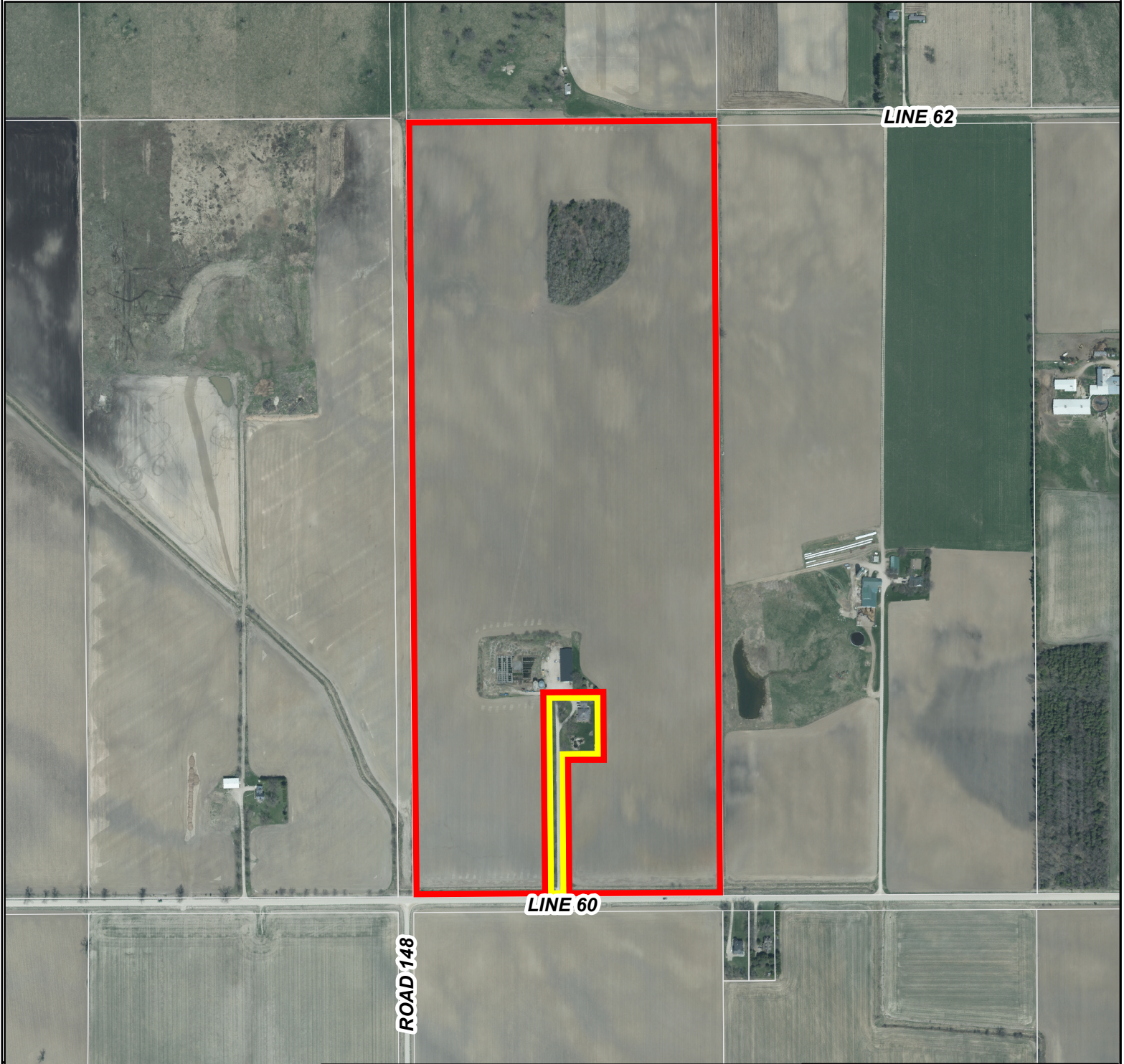
Authored by:

Haylee Hallema  
Planner

Approved submission by:



Andrea Hächler  
Director of Planning

MUNICIPALITY OF NORTH PERTH  
CON 15 LOT 31, Elma Ward (5250 Line 60)  
Application for Consent B55/24  
by Joda-Run Farms

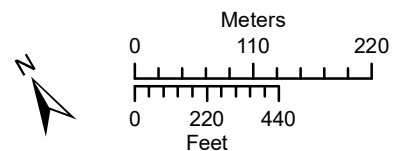


**Perth County**  
Cultivating Opportunity

PHOTO DATE: 2020  
December 13, 2024

-  TO BE RETAINED
-  TO BE SEVERED

222

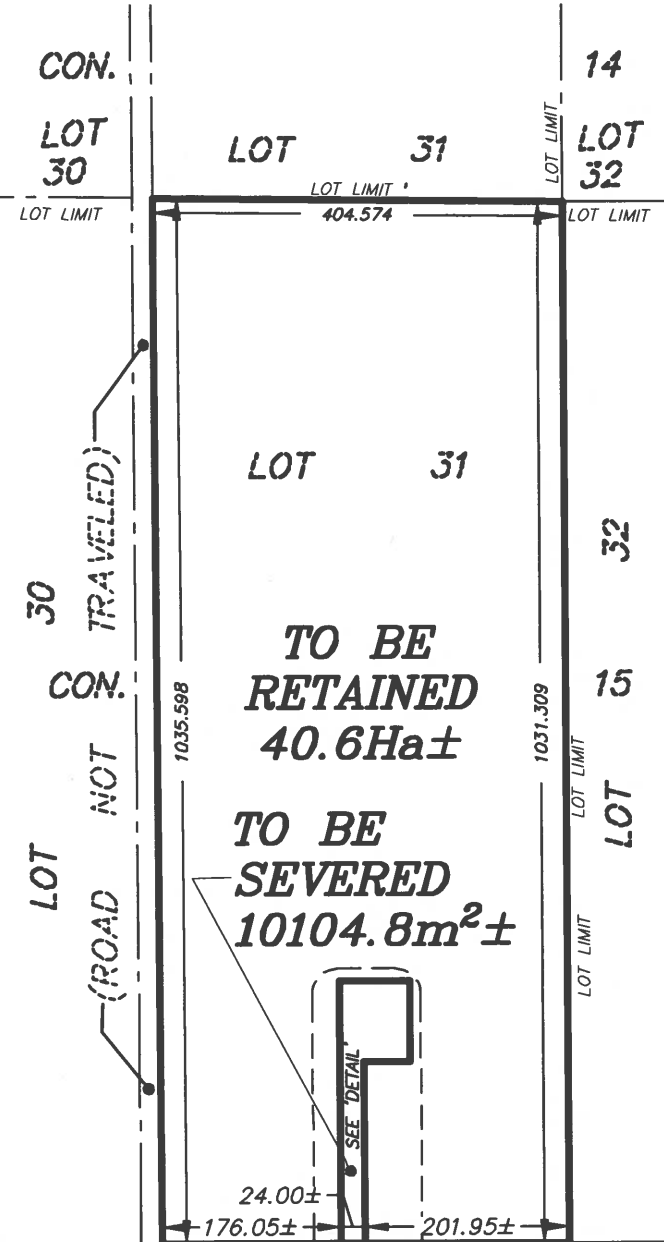


**SEVERANCE SKETCH**

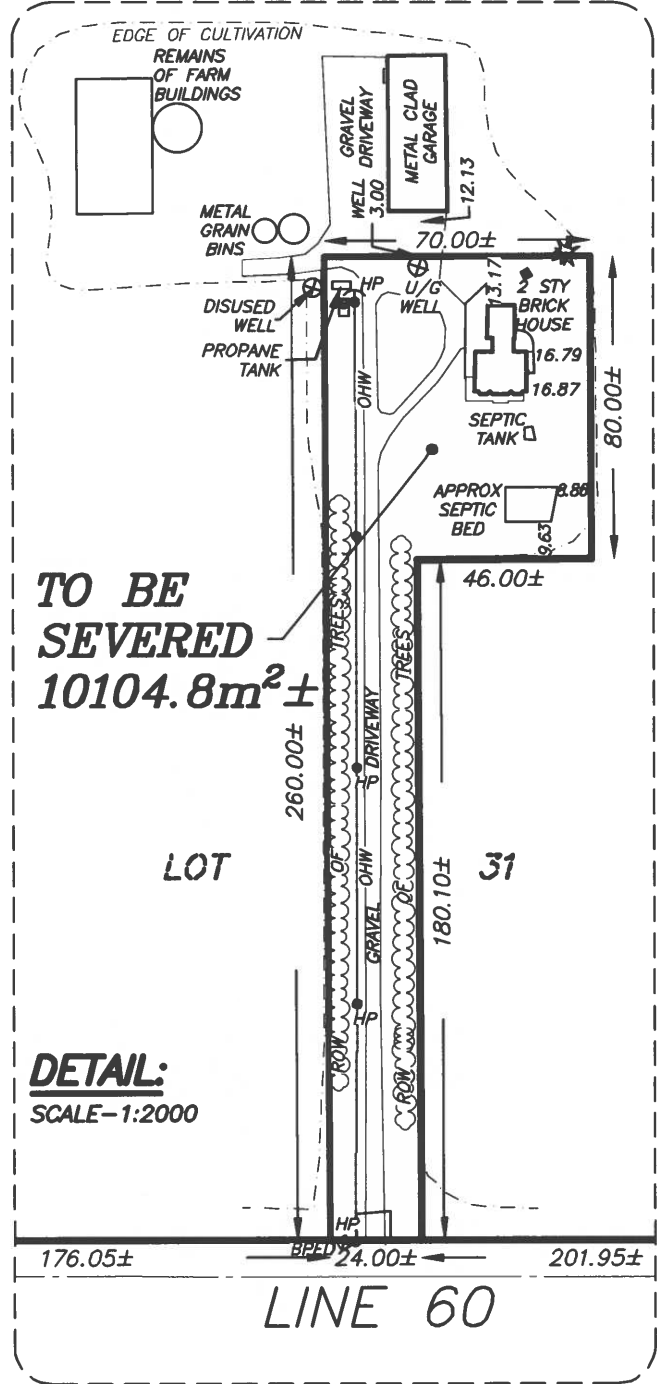
SCALE 1:7500



**MTE OLS LTD.  
ONTARIO LAND SURVEYORS**



**LINE 60**  
ORIGINAL ROAD ALLOWANCE  
BETWEEN CONCESSIONS 15 AND 16



**DETAIL:**  
SCALE-1:2000

**NOTES:**

MEASUREMENTS ON THIS SKETCH OBTAINED FROM ACTUAL FIELD SURVEY

**AREAS:**

AREAS SHOWN ON THIS PLAN ARE IN HECTARES AND CAN BE CONVERTED TO ACRES BY MULTIPLYING BY 2.471054.

AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO ACRES BY DIVIDING BY 4046.8564.

**METRIC:**

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

**CAUTION:**

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.  
THIS SKETCH IS PREPARED FOR JOHN RUNSTEDLER  
DATE : NOVEMBER 12, 2024 © COPYRIGHT 2024, MTE OLS LTD.



**MTE**

**MTE ONTARIO LAND SURVEYORS LTD.**  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: 519-271-7952

Cad File: P:\P\56100\100\56100-100-SV1.DWG

COGO : 56100-100-UTMGROUND.ASC

Drawn By : M. MARSH

Checked By : D. REAUME

File No : 56100-100-SV1 (S)

**APPLICATION FOR CONSENT**

**To:** Mayor Kasenberg & Municipality of North Perth Council  
**Prepared by:** Haylee Hallema, Planner  
**Date:** February 24, 2025  
**File:** B56-24  
**Owner:** Berlett Farms c/o Jeff Berlett  
**Agent:** MTE c/o Doug Reaume  
**Location:** Legally described as Concession 2 N, Part Lot 13, in the Municipality of North Perth. The property is located at the intersection of Line 87 and Road 152, and is municipally known as 5439 Line 87.

**Attachments:** **Report Photo**  
**Site Sketch**

---

**Recommendation**

THAT the Municipality of North Perth Council **advise** the Land Division Committee or its delegated authority that the Municipality of North Perth supports application file B56-24 submitted by Berlett Farms c/o Jeff Berlett, for lands described as Concession 2 N, Part Lot 13, municipally known as 5439 Line 87, subject to the following conditions:

**Municipality of North Perth Conditions**

- 1) That confirmation be received from the Municipality of North Perth that all taxes have been paid in full;
- 2) That confirmation be received from the Municipality of North Perth that all financial requirements have been met (if any);
- 3) That confirmation be received from the Municipality of North Perth that the apportionment schedule for municipal drains in this area be reviewed, and updated to the satisfaction of the Municipality of North Perth in accordance with Section 65.1 of the Drainage Act R.S.O. to show that the applicant will be responsible for all costs associated with this re-apportionment;
- 4) That confirmation be received from the Municipality of North Perth that an amendment to the Municipality of North Perth implementing Zoning By-law has been adopted to zone the proposed severed lot to permit only a dwelling and accessory uses, buildings and structures and to zone the retained farm lot to prohibit any new permanent residential dwellings;

- 5) That confirmation be received by the Municipality of North Perth Operations department that an appropriate entrance has been agreed upon for the severed and retained portions of land, and an entrance permit be completed for said entrances if applicable. The costs of required entrance permits are to be paid by the applicants.
- 6) That confirmation be received by the Municipality of North Perth that both the severed and retained farm lots have been assigned a municipal address and that each lot contain a municipal address sign which will be installed at the agreed upon entrances
- 7) That the Municipality of North Perth has provided a clearing letter stating that all municipal requirements have been addressed.

#### Perth County Conditions

- 1) That confirmation be received from a solicitor that the Certificate of the Official will be scanned and attached to the electronic registration of the Transfer;
- 2) That the Land Division Committee be provided with a description that is consistent with the application and equal to that required for registration of a deed/transfer or other conveyance of interest in land under the provision of the Registry Act or Land Titles Act (2 copies of Registered Reference Plan required and an electronic file containing the digital plotting of the description under the provision of the Registry Act or Land Titles Act, including the textual description of file format, map standards used, scale, and location information such as lot, concession and municipality in a georeferenced Autocad.dwg format).

Alternatively, the Committee be provided with an Order pursuant to Section 150 of the Land Titles Act, R.S.O. 1990 or Section 80 of the Land Registry Act, R.S.O. 1990 issued by a Land Registrar exempting the transfer from the requirement that a reference plan be deposited.

If it has been determined that the subject property is a whole lot on an original Township Plan of Survey and an Exemption Order cannot be provided by a Land Registrar, satisfactory proof of same shall be provided by a Solicitor, with confirmation stating the reason why an Exemption Order cannot be provided;

- 3) That confirmation be received that the property owner has entered into an agreement with the County of Perth to prohibit any new permanent residential dwellings, on the retained farm lot.
-

## **Background**

### **Perth County Official Plan North Perth Zoning By-law Surrounding Uses**

Agriculture  
Agricultural Zone (A)  
Surrounding land uses include predominantly agricultural uses with livestock facilities, cropped land and accessory residential dwellings, with wooded areas to the north and south.

## **Proposal**

	<u>Severed Lot</u>	<u>Retained Lot</u>
Area	0.6 ha (1.6 ac)	19.8 ha (48.9 ac)
Frontage	81 m (265.7 ft)	220.9 m (724.7 ft)
Depth	82.5 m (270.6 ft)	678 m (2,224.4 ft)

The subject application is for a consent to sever a surplus farm dwelling residence that would result in a farm consolidation. The applicants are requesting to sever a lot with an area of approximately 0.6 ha (1.6 ac) with a lot frontage of 81 m (265.75 ft) on Line 87. The land contains an existing dwelling, a shed, septic, and well. The retained lands will be approximately 19.8 ha (48.93 ac) with a lot frontage of 220.9 m (724.73 ft) on line 87. The retained lands are proposed to be vacant.

## **Application Review**

### **Provincial Planning Statement 2024**

The Provincial Planning Statement, 2024 (“PPS”) states that decisions on Consent to Sever applications must be consistent with the PPS. Section 4.3 of the PPS states that prime agricultural areas shall be protected for long-term use for agriculture and the permitted uses and activities are agricultural uses, agriculture-related uses and on-farm diversified uses. New land uses including the creation of lots shall comply with the MDS provisions.

The PPS allows for surplus farm residential lot creation in agricultural areas through the provisions of Section 4.3.3.1 c). These policies can be found below:

#### **Section 4.3.3.1 Lot Creation and Lots Adjustments**

c) one new residential lot per farm consolidation for a residence surplus to an agricultural operation, provided that:

1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
2. the planning authority ensures that new residential dwellings are prohibited on any

remnant parcel of farmland created by the severance.

The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective.

### County Official Plan

The lands to be severed are designated Agriculture according to the Perth County Official Plan. The Agriculture designation intends to ensure prime agricultural lands in Perth County are protected and preserved for the production of food, fibre and fuel, to provide agriculture with an area free from conflicting or incompatible land uses and to prevent the break-up of farms into smaller holdings for non-farm use. The designation is also intended to make a strong municipal commitment to agriculture as a predominant land use activity in Perth County and a major economic importance to the County. The direction from the Provincial Policy Statement on surplus farm dwelling severances is implemented by policies in the Perth County Official Plan. Section 5.6.3.1 of the Perth County Official Plan, as amended by Official Plan Amendment #189, outlines the requirements for surplus farm dwelling severances in the County. These requirements include:

- a) It is demonstrated that the dwelling is surplus to the needs of a consolidated farm operation.
- b) The surplus farm dwelling must be habitable and it is the intention to use the residence.
- c) The residence must be a minimum of ten years old on the date of the application for consent, or immediately replaced a dwelling which was originally built a minimum of 10 years ago.
- d) The new residential lot shall be limited to a minimum size and does not include any more prime agricultural land than what is required for the residential use, accessory uses and accommodation of appropriate sewage and water services.
- e) The minimum distance separation provisions of MDS I must be satisfied from any livestock facilities on the retained farm property to the surplus residence;
- f) Lots created through this policy shall not permit livestock operations.
- g) An amendment to the local implementing Zoning By-Law shall be required to regulate the permitted residential and accessory uses on the surplus dwelling lot.

An amendment to the implementing Zoning By-Law is required for the retained farm lot to prohibit any new permanent residential dwellings. Further, an agreement for such prohibition of any new permanent residential dwellings shall be registered on the property title of the remnant farm property as a condition of the consent.

## Zoning By-law

The subject lands are currently zoned Agricultural Zone (A) in the North Perth Zoning By-law. The lands zoned NRE2 will not be affected by the consent application.

To satisfy the conditions of consent, the severed lands will be rezoned to recognize the permitted residential and accessory uses while the retained portion will be rezoned to prohibit residential development for the purpose of protecting the existing cropland.

## Agency Comments

Hydro One and Bluewater Recycling have provided comments stating that they have no objections to the application.

## Public Consultation

Public notice was provided to the neighbouring property owners on February 1, 2025 in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

## **Planning Analysis**

The subject application proposes to sever a residential lot that is considered surplus to the farming operation. The owners own another farm located at 5711-5719 Line 87 which contains a habitable farm residence. The dwelling located on the lands to be severed is greater than 10 years old and is also considered habitable.

The applicants are requesting to sever a surplus farm dwelling residence that would result in a farm consolidation. The applicants are requesting to sever a lot with an area of approximately 0.6 ha (1.6 ac) with a frontage of 81 m (265.7 ft) on Line 87. The land contains an existing dwelling, a shed, septic, and well. The retained lands will be approximately 19.8 ha (48.9 ac) with a lot frontage of 220.9 m (724.7 ft) on line 87. The retained lands are proposed to be vacant.

The applicant will be required to obtain a Zoning By-law Amendment from the Municipality of North Perth as a condition of severance.

Planning staff are of the opinion that the submitted severance sketch conforms with the surplus farm dwelling policies contained in the County of Perth Official Plan.

In light of the foregoing, staff are supportive of the proposed severance and are of the opinion that the application is consistent with the residence surplus to a farming operation as a result of farm consolidation policy (Section 4.3.3.1c) within the Provincial Planning Statement (2024) and conforms with the surplus farm dwelling requirements of Section 5.6.3.1 of the County of Perth Official Plan.



---

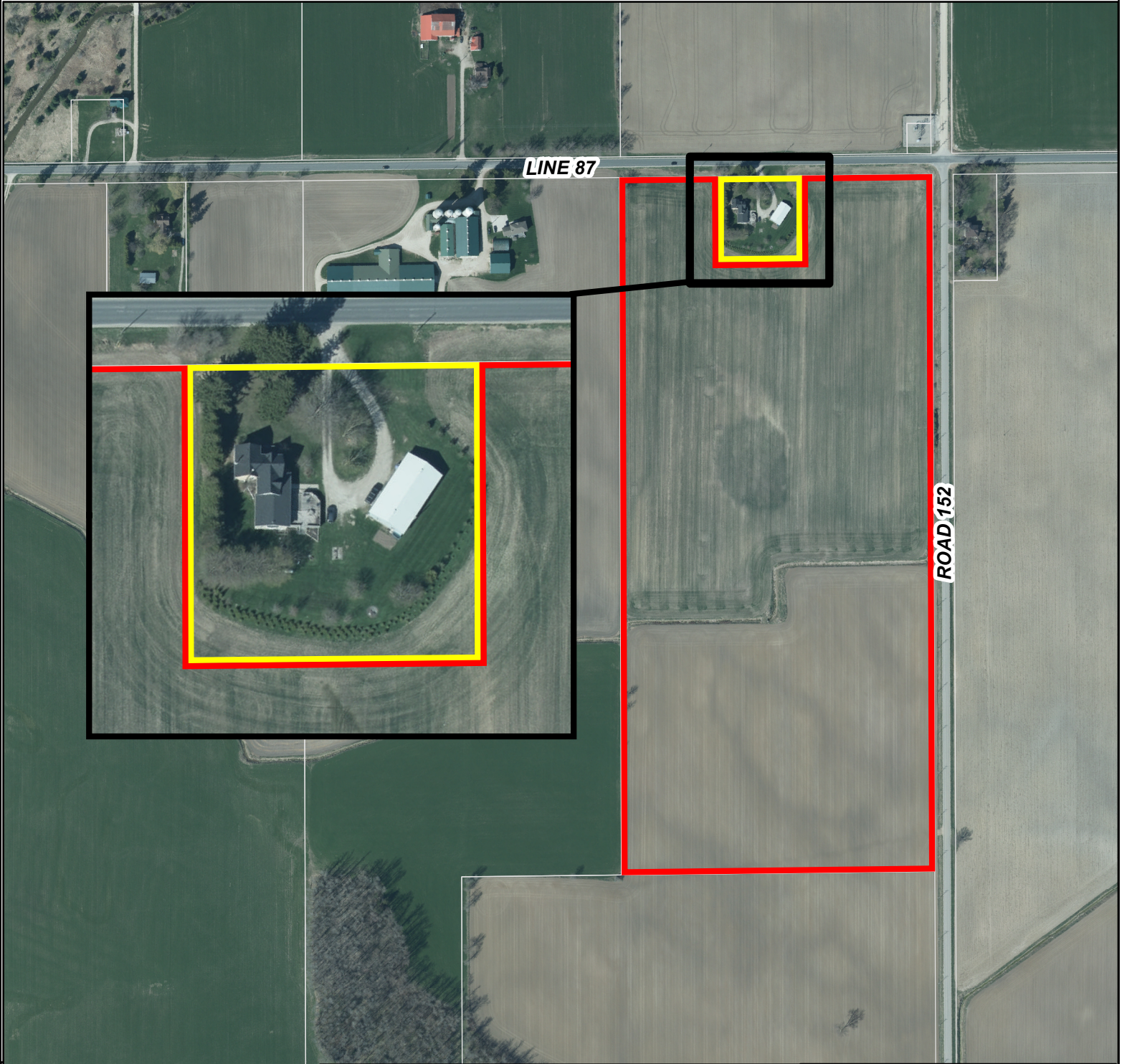
Authored by:

Haylee Hallema  
Planner

Approved submission by:

Andrea Hächler  
Director of Planning

MUNICIPALITY OF NORTH PERTH  
CON 2 N PT LOT 13, Wallace (5439 Line 87)  
Application for Consent B56/24  
by Berlett Farms



**SEVERANCE SKETCH**

OF PART OF  
**LOT 13**  
**CONCESSION 2**

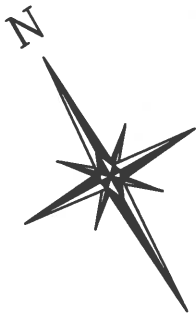
(GEOGRAPHIC TOWNSHIP OF WALLACE)

NOW IN THE  
**MUNICIPALITY OF NORTH PERTH**  
**COUNTY OF PERTH**

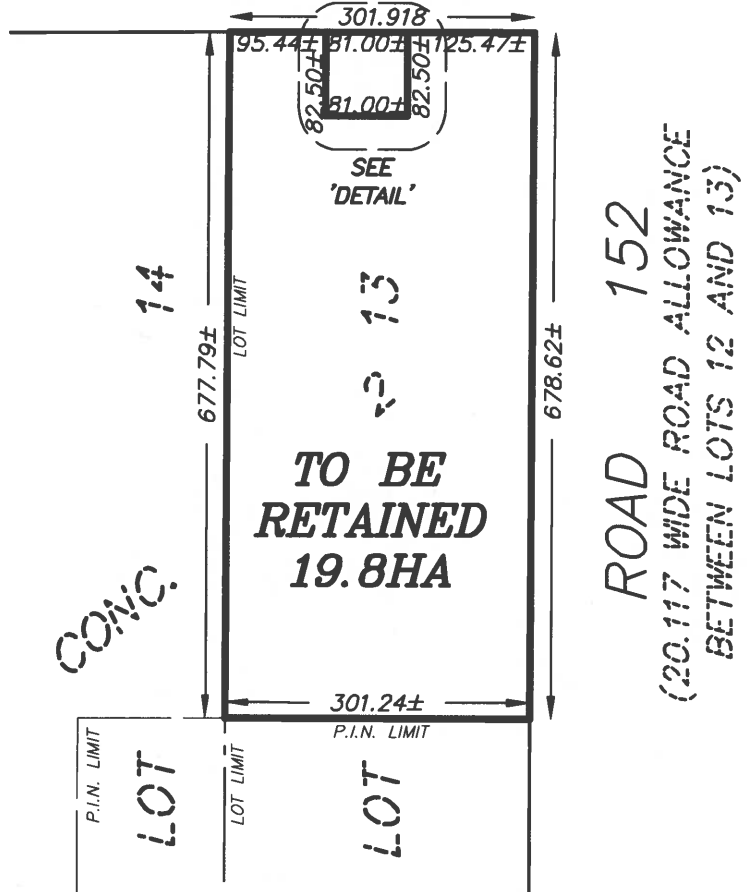
SCALE 1:7500



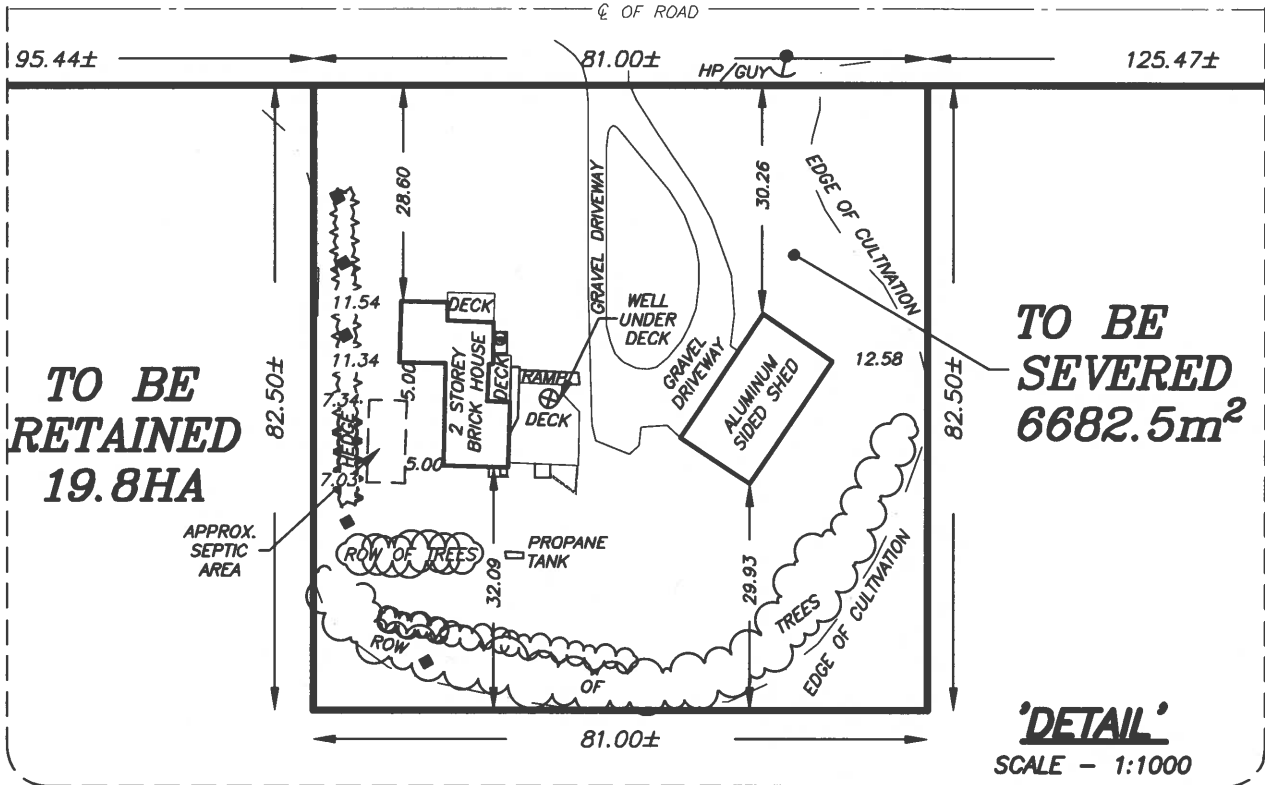
**MTE OLS LTD.**  
**ONTARIO LAND SURVEYORS**



**LINE 87**  
(20.117 WIDE ROAD ALLOWANCE  
BETWEEN CONCESSIONS 2 AND 3)



**LINE 87**



**METRIC:**

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

**NOTES:**

MEASUREMENTS ON THIS SKETCH OBTAINED FROM ACTUAL FIELD SURVEY

**AREAS:**

AREAS SHOWN ON THIS PLAN ARE IN HECTARES AND CAN BE CONVERTED TO ACRES BY MULTIPLYING BY 2.471054.

AREAS SHOWN ON THIS PLAN ARE IN SQUARE METRES AND CAN BE CONVERTED TO ACRES BY DIVIDING BY 4046.8564.

**CAUTION:**

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.

THIS SKETCH IS PREPARED FOR BERLETT FARMS

DATE : AUGUST 19, 2024

© COPYRIGHT 2024, MTE OLS LTD.



**MTE**

**MTE ONTARIO LAND SURVEYORS LTD.**  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: 519-271-7952

Cad File: P:\55038\100\55038-100-SV1.DWG

COGO : 55038-100-UTMGROUND.ASC

Drawn By : M. MARSH

Checked By : T. MCNEIL, OLS

File No : 55038-100-SV1 (S)



## COUNCIL REPORT

---

**From:** Matt Ropp, Manager of Operations; Samantha French, Procurement Officer  
**Date:** Monday, February-24-25  
**Subject:** Award of Request for Proposal NP-0002-25T – Engineering Services Roster

---

### **Background:**

The Municipality of North Perth (Municipality) issued a Request for Proposal (RFP) for the establishment of a highly qualified Roster of Engineering Firms (Proponent) for capital projects over the next three (3) years for following categories:

1. Structural and Linear Road Construction
2. Drainage Engineering
3. Subdivision and Site Plan Review

The purpose of this roster is to ensure qualified and experienced engineers are available to the Municipality, set hourly rates for those resources, and to establish a formal process in soliciting engineering services. The number of firms per engineering roster category was predetermined and communicated to bidders within the bid document.

Although it is the intent of the Municipality to utilize each of the selected firms on the roster no amount of work is guaranteed. As well, in situations where rostered firms are not qualified, unable to meet deadlines, or exhibit documented performance issues the department head may solicit the services of a firm outside the list. Furthermore, additional firms may only be added to the list if an existing engineer ceases operations or is removed due to performance issues.

The initial term of the contract will be for three (3) years commencing upon award ending December 31, 2027. There will be an opportunity for one (1) additional mutually agreed upon one (1) year contract extension for 2028 subject to satisfactory performance and agreement on hourly rates.

The RFP closed on Thursday, January 9, 2025, with the Municipality receiving a total of 30 proposals across the 3 categories from 16 firms total as follows:

This document is available in alternate formats, upon request.

<b>Vendor</b>	<b>City/Province</b>
GRIT Engineering Inc.	Stratford, Ontario
Spriet Associates London Limited	London, Ontario
GSS Engineering Consultants Ltd.	Owen Sound, Ontario
Tatham Engineering Limited	Collingwood, Ontario
GEI Consultants	Guelph, Ontario
Headway Engineering Professional Corporation	Kitchener, Ontario
ConceptDash Inc	Toronto, Ontario
R.J. Burnside & Associates Limited	Orangeville, ON
EXP Services Inc.	Brampton, Ontario
Metropolitan Consulting Inc.	Hamilton, Ontario
K Smart Associates Limited	Kitchener, Ontario
R Dobbin Engineering Inc.	Petrolia, Ontario
Meritech Engineering	Cambridge, ON
B. M. Ross and Associates Limited	Goderich, Ontario
Triton Engineering Services Limited	Fergus, Ontario
Streamline Engineering Inc.	Milverton, Ontario

**Comments:**

Proposals were solicited from qualified firms as per the bid document specifications. Each submission was carefully evaluated separately by 3 municipal staff from the Operations Department based on the following criteria:

- Company Overview
- Company Capability
- Proof of Ability
- Hourly Rates

Each proposal was given a score out of 100 points. Following the conclusion of the evaluation process it was determined that the following firms be recommended for award of the three (3) year roster contract(s) for the respective categories based on their high-performance scores.

**Category 1 - Structural & Linear Road Construction (3 Firms):**

<b>NP-0001-25P - Structural &amp; Linear Road Construction - Scores</b>		
<b>Firm</b>	<b>Average</b>	<b>Rank</b>
<b>GEI Consultants</b>	<b>98.00</b>	<b>1</b>
<b>B. M. Ross and Associates Limited</b>	<b>98.00</b>	<b>1</b>
<b>Triton Engineering Services Limited</b>	<b>97.50</b>	<b>3</b>

Category 2 - **Drainage Engineering (3 Firms):**

<b>NP-0001-25P - Drainage Engineering - Scores</b>		
<b>Firm</b>	<b>Average</b>	<b>Rank</b>
<b>Spriet Associates London Limited</b>	<b>96.67</b>	<b>1</b>
<b>GEI Consultants</b>	<b>96.00</b>	<b>2</b>
<b>Streamline Engineering Inc.</b>	<b>96.00</b>	<b>2</b>

Category 3 - **Subdivision and Site Plan Review (2 Firms):**

<b>NP-0001-25P - Subdivision and Site Plan Review - Scores</b>		
<b>Firm</b>	<b>Average</b>	<b>Rank</b>
<b>B. M. Ross and Associates Limited</b>	<b>99.00</b>	<b>1</b>
<b>Triton Engineering Services Limited</b>	<b>98.33</b>	<b>2</b>

**Financial Implications:** *(Include amounts and funding source)*

There is no set budget associated with this recommendation at the current stage, as the objective is to establish a roster of qualified firms and to set predefined hourly rates for services. This roster will be referenced to select firms for council-approved projects within budget allocations over the next three-year term. The specific engagement of firms from the roster will be determined by project needs, scope, and council-approved budget provisions, ensuring cost-effective deployment of resources according to the set rates.

Implementation of these recommendations will enable the Municipality to proficiently set budgets for various projects by drawing on the predefined hourly rates and expertise of qualified firms on the roster. This approach ensures the Municipality receives services of the highest quality and relevance over the next three years, promoting strategic and fiscal responsibility.

**Recommendation:**

THAT: The Council of the Municipality of North Perth Award Request for Proposal **NP-0002-25T – Engineering Services Roster** contract(s) with fixed pricing for a three-year term to the following firms for each Category Roster Position:

Category 1 - Structural & Linear Road Construction:

1. GEI Consultants of Guelph, ON.
2. B.M. Ross and Associates Limited of Goderich, ON
3. Triton Engineering Services Limited of Fergus, ON

Category 2 - Drainage Engineering:

1. Spriet Associates London Limited of London, ON
2. GEI Consultants of Guelph, ON
3. Streamline Engineering Inc. of Milverton, ON

Category 3 - Subdivision & Site Plan Review:

1. B.M. Ross and Associates Limited of Goderich, ON
2. Triton Engineering Services Limited of Fergus, ON

**Reference Material Attached:**

N/A

**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:** Matt Ropp, Manager of Operations; Samantha French, Procurement Officer

**Reviewed by: Matt Ropp, Manager of Operations  
Kriss Snell, CAO**

**Wednesday, February-19-25**

Matt Ropp, Manager of Operations; Samantha French, Procurement Officer



## COUNCIL REPORT

---

**From:** Mark Hackett, Manager of Environmental Services; Samantha French, Procurement

**Date:** Monday, February-24-25

**Subject:** Single Source Agreement(s) with Environmental Services Engineers for the categories of Landfill, Drinking Water Systems and Wastewater Systems.

---

### Background:

The purpose of this report is to seek council authority to enter into Single Source Agreements with three (3) qualified and experienced Engineering Firm(s) for service(s) of listed categories, to ensure continued, non disruptive, highly qualified support and engineering services of critical Municipal infrastructure, and to ensure fiscal responsibility for the Municipality by establishing terms and conditions for following categories:

1. Landfill
2. Wastewater
3. Drinking Water Systems

**Landfill:** R.J. Burnside & Associates Limited (Burnside) has provided landfill engineering services for the municipality including hydrogeological assessments, development of a Strategic Plan for Waste Management, design of leachate removal system and remedial strategies, and Environmental Compliance Approval monitoring and reporting for all three landfill sites in North Perth.

**Water:** B.M. Ross and Associates Limited (BMRoss) has provided water system engineering services for the municipality including distribution system modelling, sizing of trunk watermain infrastructure, design of storage reserves, Municipal Class Environmental Assessments, design and approvals for proposed infrastructure and preparation of tender packages and contract administration.

**Wastewater:** GEI Consultants Canada Limited (GEI) has provided wastewater system engineering services for the municipality including various Wastewater Treatment Plant designs and upgrades, Septage Receiving Station design, Wastewater Master Plan



development, Uncommitted Reserve Capacity Assessments, system modelling, and preparation of tender packages and contract administration.

**Comments:**

The Procurement Officer and Department Head endorse the award of Single Source Agreements to Environmental Services Engineers for the Wastewater, Drinking Water Systems, and Landfill categories due to the following reasons:

Per North Perth Procurement-By-law # 58-2024

**Section 10.9. Single Source Procurement**

Bid Solicitations are not required for Single Source Purchases, provided any of the following conditions apply:

- a. the compatibility of a Purchase with existing equipment, product standards, facilities or service is a paramount consideration.
- f. Conducting a competitive procurement process may be determined to be impractical. (i.e. competitive RFP and market research supports hourly rates quoted are at fair market value.)

**Section 10.10 Direct Negotiation(s)**

Direct Negotiation may be used for Purchased of Goods and/or Services when any of the following criteria apply:

- c. a Single/Sole Source is being recommended.
- f. the extension of an existing Contract would be more effective. (i.e., with Vendor of Record, which is more effective and efficient for these specific projects)
- i. a roster for Professional Services has been developed in accordance with this Bylaw; and/or there is Council authorization to do so.

**Landfill:** Based on the extensive experience and knowledge of North Perth landfills it is proposed that we continue the current working relationship with Burnside for the next three-year period as outlined in the Burnside Letter of Engagement as it would be effective and efficient for landfill projects.

**Water:** Based on the extensive experience and knowledge of North Perth water systems it is proposed that we continue the current working relationship with BMRoss for the next three-year period as outlined in the BMRoss Letter of Engagement as it would be effective and efficient for water system projects.

**Wastewater:** Based on the extensive experience and knowledge of North Perth wastewater systems it is proposed that we continue the current working relationship with GEI for the next three-year period as outlined in the GEI Letter of Engagement as it would be effective and efficient for water system projects.

The initial term of the agreement will be for three (3) years commencing upon council approval and ending December 31, 2027, subject to satisfactory performance and agreement on hourly rates. Potential extensions beyond the initial terms will be reviewed based on future needs and conditions.

To ensure continuity of service and leverage the relationships and expertise developed in recent years, staff recommends awarding Environmental Engineering Services for Landfill, Wastewater, and Water Drinking Systems to the firms specified in the provided Letter(s) of Engagement.

**Financial Implications:** *(Include amounts and funding source)*

There is no set budget associated with this recommendation at the current stage, as the objective is to establish an agreement with the listed qualified firm(s) and to set predefined hourly rates for services. The specific engagement of firms will be determined by project needs, scope, and council-approved budget provisions, ensuring cost-effective deployment of resources according to the set rates.

Implementation of these recommendations will enable the Municipality to proficiently set budgets for various projects by drawing on the predefined hourly rates and expertise of qualified firms. This approach ensures the Municipality receives services of the highest quality and relevance over the next three years, promoting strategic and fiscal responsibility.

**Recommendation:**

THAT: The Council of the Municipality of North Perth authorizes the execution of Single Source Agreements with the designated firms for Environmental Engineering services in the Landfill, Wastewater, and Drinking Water Systems categories, with fixed pricing for a three-year term to the specified firms for each listed category. Category 1 – Landfill with R.J. Burnside and Associates Ltd. of Orangeville, ON and Category 2 – Wastewater with GEI Consultants Canada Ltd. of Guelph, ON and Category 3 - Drinking Water Systems with B.M. Ross and Associates Ltd. of Goderich, ON.

**Reference Material Attached:**

\*

**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; Samantha French, Procurement

**Reviewed by: Mark Hackett, Manager of Environmental Services  
Kriss Snell, CAO**

**Wednesday, February-19-25** Mark Hackett, Manager of Environmental Services;  
Samantha French, Procurement

This document is available in alternate formats, upon request.



**Kin Canada**  
**Kinsmen Club**  
**of Listowel**

# Kinsmen Club of Listowel

555 Binning St W  
PO Box 122  
Listowel, ON N4W 1G9

Tuesday, January 21, 2025

Municipality of North Perth  
Attn: North Perth Council Members  
330 Wallace Ave N  
Listowel, ON  
N4W 1L3

Re: Paddyfest Parade Approval

Dear Municipal Councilors,



We request approval to run the Paddyfest Parade on March 15, 2025, starting at 11:00 am. The route would both marshal and follow the same path as the 2024 Christmas Parade.

This route would also follow the path put together by the Municipality of North Perth, the Chamber of Commerce, and our Staff Sergeant with the OPP.

We appreciate your consideration,

Derek Fraser  
Paddyfest Chair  
The Kinsmen Club of Listowel



**Kin Canada**

**Kinsmen Club  
of Listowel**

Kinsmen Club of Listowel

555 Binning St W  
PO Box 122  
Listowel, ON N4W 1G9

---

Tuesday, January 21, 2025

Municipality of North Perth  
Attn: North Perth Council  
330 Wallace Ave N  
Listowel, ON  
N4W 1L3

Re: Paddyfest Noise By-law Request

Dear Municipal Councilors,

The Kinsmen Club of Listowel would like to ask the North Perth by-law no. 32-AD-2001 (A By-law to Control Noise) be extended for our events Friday, March 14, 2025, and Saturday, March 15, 2025, at the Steve Kerr Memorial Complex.

- Friday, the music is expected to continue ending at 1:00 am.
- Saturday, the music is expected to continue ending at 8:00 pm.

We ask the Council's approval to extend the noise by-law on the events listed above until their conclusion.

Thank you,

Derek Fraser  
Paddyfest Chair  
The Kinsmen Club of Listowel  
Email: [paddyfest@listowelkinsmen.org](mailto:paddyfest@listowelkinsmen.org)

**THE MUNICIPALITY OF NORTH PERTH  
BY-LAW NO. 12-2025**

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 in spotting on the attached map, Schedule "A", and described as Part Lot 131 and Lot 132, Registered Plan 183, Listowel Ward, Municipality of North Perth is rezoned from the 'Residential Zone Four (R4)' to 'Special Residential Zone Four (R4-28)', and shall be subject to the provisions of Section 10.10.28 (R4-28) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R4-28" on Key Map 35 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And
2. **THAT** the following provisions be added to Section 10.10.28:
  - a) Location: Part Lot 131 and Lot 132, Registered Plan 183, Municipality of North Perth (Key Map 35) as amended shall be subject to the following criteria:
    - i. Front yard depth, minimum shall be 5.5 m.
    - ii. That the accessory structure on part lot 131 may be in the exterior side yard beyond the existing dwelling, but no closer than 1.36 metres to the exterior lot line.
3. **THAT** the area shown in hatching on the attached map, Schedule "A", and described as Part Lot 131, Registered Plan 183, Listowel Ward, Municipality of North Perth is rezoned from the 'Residential Zone Four (R4)' to 'Special Residential Zone Four (R4-29)', and shall be subject to the provisions of Section 10.6.28 (R4-29) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "R4-29" on Key Map 35 of Schedule "A" to By-law No. 6-ZB-1999 as amended. And
4. **THAT** the following provisions be added to Section 10.10.29:
  - b) Location: Part Lot 131, Listowel Ward, Municipality of North Perth (Key Map 35)
    - Minimum Front Yard Setback: 5.5 metres
    - Minimum Exterior Side Yard Setback: 3.0 metres
    - Minimum Rear Yard Setback: 4 metres
  - c) other applicable provisions of this By-law shall apply.
5. **THAT** All other applicable provisions of this By-law shall apply.
6. **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.
7. **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 24<sup>th</sup> DAY OF FEBRUARY, 2025.**

**READ A THIRD TIME AND FINALLY PASSED THIS 24<sup>TH</sup> DAY OF FEBRUARY, 2025.**

\_\_\_\_\_  
Todd Kasenberg, Mayor

\_\_\_\_\_  
Lindsay Cline, Clerk

\*\*\*\*\*  
**Certified a true copy of By-law No. 12-2025 passed by the Council of the Municipality of North Perth, \_\_\_\_\_, 2025.**



**BY-LAW NO. 12-2025**

**EXPLANATORY NOTE**

By-law No. 12-2025 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 Lots 131 and 132, Reg. Plan 183, Listowel Ward, Municipality of North Perth.

By-law No. 12-2025 rezones the lands from “R4” to the “R4-28” zone which would allow for the reduction of the minimum front yard setback and accessory structure exterior side yard setback and the use of the lands for residential purposes (shown in hatching on the attached map). The zoning on this land shall be shown as “R4-28” on Key Map 35 of Schedule “A” to the By-law.

By-law No. 12-2025 rezones the lands from “R4” to the “R4-29” zone which would allow for the reduction of the minimum front yard setback, exterior side yard setback and rear yard setback and the use of the lands for residential purposes (shown in hatching on the attached map). The zoning on this land shall be shown as “R4-29” on Key Map 35 of Schedule “A” to the By-law.

By-law No. 12-2025 was adopted by the Municipality of North Perth Council on the basis of an application submitted by the proponent.

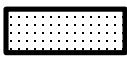
Schedule "A" to the attached By-law No. 12-2025 is a map showing the location and zoning of the subject lands.

**THIS IS SCHEDULE "A"**  
**TO BY-LAW NO. 12-2025**  
**OF THE MUNICIPALITY OF NORTH PERTH**  
**PASSED THIS \_\_\_ DAY OF \_\_\_\_\_, 2025**

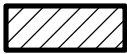
**Todd Kasenberg, Mayor**

**Lindsay Cline, Clerk**

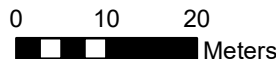
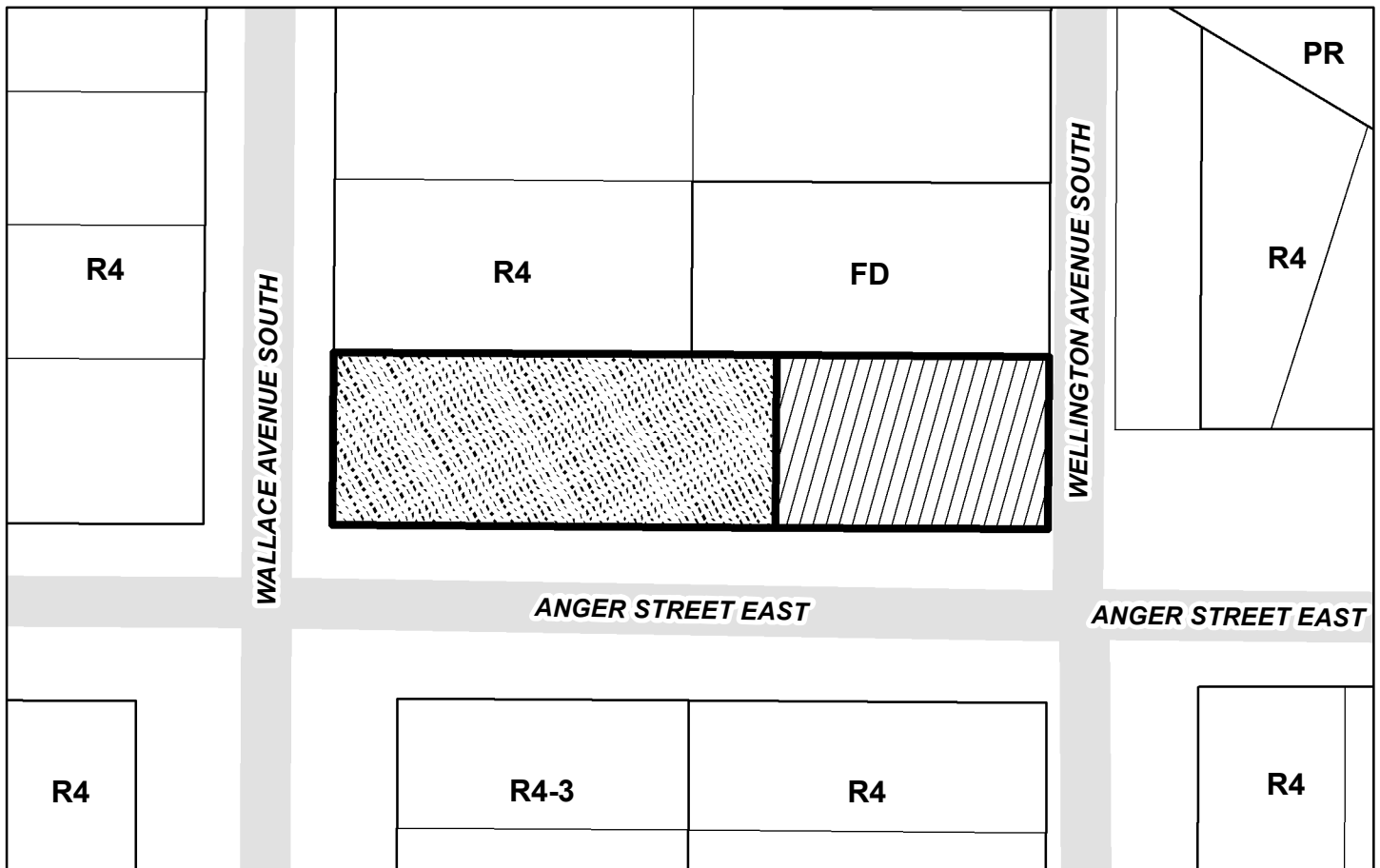
AREA AFFECTED BY THIS BY-LAW



The lands to the west containing the dwelling and accessory buildings shall be rezoned from Residential Zone Four (R4) to Special Residential Zone Four (R4-28) to recognize a reduced front yard setback and exterior side yard setback of the outbuildings.



The vacant lands to the east shall be rezoned from Residential Zone Four (R4) to Special Residential Zone Four (R4-29) to recognize a reduced front yard setback, exterior yard setback and reduced rear yard setback.





**THE MUNICIPALITY OF NORTH PERTH  
BY-LAW NO. 13-2025**

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 in hatching on the attached map, Schedule "A", and legally described as Concession 3 Lot 49 Subject to HEPC Easement, in the Municipality of North Perth, is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62), and shall be subject to the provisions of Section 6.8.62 (A-62) of By-law No. 6-ZB-1999. The zoning of this land shall be shown as "A-62", on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
2. **THAT** the area shown in stippling on the attached map, Schedule "A", and legally described as Concession 3 Lot 49 Subject to HEPC Easement, in the Municipality of North Perth is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
3. **THAT** the area shown in stripes on the attached map, Schedule "A", and legally described as Concession 3 Lot 49 Subject to HEPC Easement, in the Municipality of North Perth is rezoned from Special Agricultural Zone (A-2) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended.
4. **THAT** all other provisions of this By-law, as amended, shall apply.
5. **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.
6. **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 24<sup>TH</sup> DAY OF FEBRUARY, 2025.**

**READ A THIRD TIME AND FINALLY PASSED THIS 24<sup>TH</sup> DAY OF FEBRUARY, 2025.**

\_\_\_\_\_  
Todd Kasenberg, Mayor

\_\_\_\_\_  
Lindsay Cline, Clerk

\*\*\*\*\*

**Certified a true copy of By-law No. 13-2025 passed by the Council of the Municipality of North Perth, \_\_\_\_\_, 2025.**

\_\_\_\_\_  
Lindsay Cline, Clerk

# THE MUNICIPALITY OF NORTH PERTH

## BY-LAW NO. 10-2025

### EXPLANATORY NOTE

By-law No. 13-2025 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 legally described as Concession 3 Lot 49 Subject to HEPC Easement, in the Municipality of North Perth.

By-law No. 13-2025 rezones the severed lands from “A” to the “A-1” zone which restricts the permitted uses to a non-farm residential use and accessory buildings, and structures (shown in stippling on the attached map). The zoning on this land shall be shown as “A-1” on Key Map 6 of Schedule “A” to the By-law.

By-law No. 13-2025 rezones the severed lands from “A-2” to the “A-1” zone which restricts the permitted uses to a non-farm residential use and accessory buildings, and structures (shown in stripes on the attached map). The zoning on this land shall be shown as “A-1” on Key Map 6 of Schedule “A” to the By-law.

By-law No. 13-2025 rezones the retained lands from “A” to the “A-62” zone, which prohibits any dwelling or mobile home from being established on the property, (shown in hatching on the attached map). The zoning on this land shall be shown as “A-62”; on Key Map 6 of Schedule “A” to the By-law.

By-law No. 13-2025 was adopted by the Municipality of North Perth Council on the basis of an application submitted by the proponent. The Zoning By-law Amendment is a condition of County of Perth Consent Application B34-24.

Schedule "A" to the attached By-law No. 13-2025 is a map showing the location and zoning of the subject lands.

**THIS IS SCHEDULE "A"**  
**TO BY-LAW NO. 13-2025**  
**OF THE MUNICIPALITY OF NORTH PERTH**  
**PASSED THIS \_\_\_ DAY OF \_\_\_\_\_, 2025**

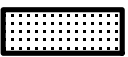
**Todd Kasenberg, Mayor**

**Lindsay Cline, Clerk**

**AREA AFFECTED BY THIS BY-LAW**



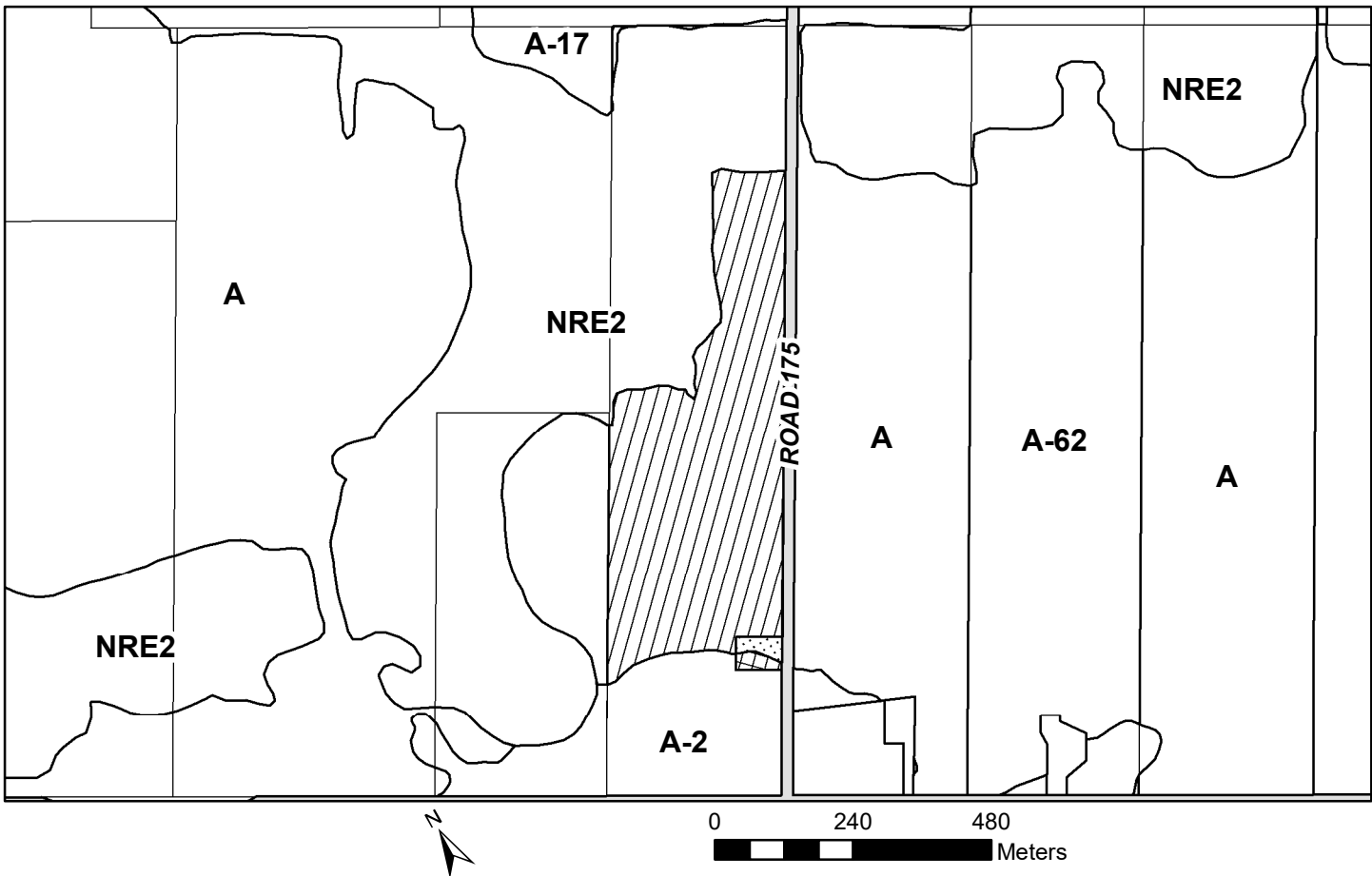
THAT the area shown in hatching on the attached map, Schedule "A" is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-62), and shall be subject to the provisions of Section 6.8.62 (A-62) of By-law No. 6-ZB-1999. The zoning of this land shall be shown as "A-62", on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



THAT the area shown in stippling on the attached map, Schedule "A" is rezoned from Agricultural Zone (A) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



THAT the area shown in stripes on the attached map, Schedule "A" is rezoned from Special Agricultural Zone (A-2) to Special Agricultural Zone (A-1), and shall be subject to the provisions of Section 6.8.1 (A-1) of By-law No. 6-ZB-1999. The zoning on this land shall be shown as "A-1" on Key Map 6 of Schedule "A" to By-law No. 6-ZB-1999 as amended."



**THE MUNICIPALITY OF NORTH PERTH**  
**BY-LAW NO. 5-2025**  
**SILVER CORNERS MUNICIPAL DRAIN – TANDA REALIGNMENT**

**A By-law to provide for a Drainage Works in  
The Municipality of North Perth in the County of Perth**

**WHEREAS** a landowner has petitioned the Council of the Municipality of North Perth in the County of Perth in accordance with the provisions of Section 78(5) of the Drainage Act, R.S.O. 1990 and amendments thereto requesting that the following lands and roads be drained by a drainage works:

Serving parts of Lots 1 to 3, Concessions 9 to 11 (geographic Elma) in the Municipality of North Perth and Lots 31 to 35, Concessions 9 to 11 (geographic Grey) in the Municipality of Huron East.

**AND WHEREAS** the Council of the Municipality of North Perth in the County of Perth has procured a report by Spriet Associates Engineers & Architects and the Report is attached hereto as Schedule 'A' and forms part of this By-law;

**AND WHEREAS** the estimated total cost of constructing the drainage works is \$64,000.00;

**AND WHEREAS** \$0.00 is the amount to be contributed by the Municipality of North Perth for construction of the drainage works;

**AND WHEREAS** \$0.00 is the amount to be contributed by the Municipality of Huron East for construction of the drainage works;

**AND WHEREAS** the Council is of the opinion that the drainage of the area is desirable;

**NOW THEREFORE**, the Council of the Municipality of North Perth pursuant to The Drainage Act, enacts as follows:

1. The report dated December 12, 2024 attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. The Municipality of North Perth may borrow on the credit of the Corporation the amount of \$64,000.00 being the amount necessary for construction of the drainage works.
3. All assessments of \$10.00 or less are payable within 30 days of the date of billing (as per the Municipal Drain Collection Policy).
4. The Finance and Development Coordinator is authorized to bill out actual cost as apportioned by the engineer's assessment schedule.
5. This By-law comes into force on the passing thereof and may be cited as the "Silver Corners Municipal Drain – Tanda Realignment, 2024."

**FIRST READING** this 6<sup>th</sup> day of January, 2025.

**SECOND READING** this 6<sup>th</sup> day of January, 2025.

**PROVISIONALLY ADOPTED** this 6<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

**THIRD READING:** this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 2025.

**ENACTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

**SILVER CORNERS DRAIN  
TANDA REALIGNMENT**

**Municipality of North Perth**

---



**SPRIET  
ASSOCIATES**

**ENGINEERS & ARCHITECTS**

155 York Street  
London, Ontario N6A 1A8  
Tel. (519) 672-4100  
Fax (519) 433-9351  
E-mail MAIL@SPRIET.ON.CA

Our Job No. 224243

December 12, 2024

London, Ontario  
December 12, 2024

## **SILVER CORNERS DRAIN TANDA REALIGNMENT**

### **Municipality of North Perth**

To the Mayor and Council of  
The Municipality of North Perth

Mayor and Council:

We are pleased to present our report on the realignment of the Silver Corners Municipal Drain serving parts of Lots 1 to 3, Concessions 9 to 11 (geographic Elma) in the Municipality of North Perth, and Lots 31 to 35, Concessions 9 to 13 (geographic Grey) in the Municipality of Huron East. The total watershed area contains approximately 558 hectares.

### **AUTHORIZATION**

This report was prepared pursuant to Section 78-5 of the Drainage Act. Instructions were received from your Municipality with respect to a motion of Council. The work was initiated by a request signed by one of the affected landowners, Tanda Farms Ltd. (Roll No. 4-002).

### **HISTORY**

The Silver Corners Drain was last reconstructed pursuant to a report submitted by E. W. Shifflett, P. Eng. dated October 6, 1978. The work consisted of the reconstruction of approximately 3240 lineal meters open drain cleanout, from the South Maitland River Drain upstream to the County Boundary.

### **EXISTING DRAINAGE CONDITIONS**

At a site meeting held with respect to the project and through later discussions, the owners reported the following:

- that the landowner, Tanda Farms Ltd. (Roll No. 4-002), requested that the drain be relocated through his lands to facilitate greater workability of them, in particular the southeast corner of the property
- that the Maitland Valley Conservation Authority and Department of Fisheries and Oceans (Permit Reference No. 24-HCAA-02120) was contacted for comment, and they had no major concerns with the proposal, and provided some additional erosion and sediment features to be included as part of the of works.



## EXISTING DRAINAGE CONDITIONS (cont'd)

A field investigation and survey were completed. Upon reviewing our findings, we note the following:

- that the lands of Tanda Farms Ltd. (Roll No. 4-002) are bi-sected by the existing open drain making a portion of their land difficult to work
- that the ideal location for the drain would be parallel to the southerly and easterly property lines of Tanda Farms Ltd. (Roll No. 4-002). This alignment would result in a similar channel length

Preliminary design, cost estimates and assessments were prepared, and informal consultations were held to review the findings and preliminary proposals. Further input and requests were provided by the affected owners at that time and at later dates. Based on the proposed design it was decided to proceed with the report.

## DESIGN CONSIDERATIONS

The proposed drain was designed, with respect to capacity, using the "DRAINAGE GUIDE FOR ONTARIO," Publication 29 by the Ontario Ministry of Agriculture, Food, and Rural Affairs.

We would like to point out that there have been indications of sandy soil conditions, but no formal soil investigation has been made.

All of the proposed work has been generally designed and shall be constructed in accordance with the DESIGN AND CONSTRUCTION GUIDELINES FOR WORK UNDER THE DRAINAGE ACT.

## RECOMMENDATIONS

We are therefore recommending the following:

- that the Silver Corners Drain, in the lands of Tanda Farms Ltd. (Roll No. 4-002), be relocated to the westerly and southerly portion of their lands, for a total length of 308 lineal meters
- that rip-rap be installed along corners to minimize the potential erosion caused by the change in direction
- that the excavated material from the new open drain be used to backfill the existing open drain
- that the existing open drain in the lands of Tanda Farms Ltd. (Roll No. 4-002) be officially abandoned from municipal status pursuant to Section 19 of the Drainage Act





## ENVIRONMENTAL CONSIDERATIONS AND MITIGATION MEASURES

We are also recommending that the following erosion and sediment control measures be included as part of our reconstruction proposal to help mitigate any potential adverse impacts of the proposed drainage works on water quality and fishery habitat:

- timing of construction is to be only at times of low or no flow
- a temporary flow check of silt fencing is to be installed for the duration of the construction at the bottom end of the ditch reconstruction
- quarry stone rock chutes are to be constructed at surface inlet points to reduce erosion from direct surface water access into the ditch

It is to be noted that both the existing and newly vegetated banks as well as the existing natural and newly created buffer strips along each side of the ditch are permanent parts of the Silver Corners Municipal Drain and shall not be disturbed or destroyed.

## SUMMARY OF PROPOSED WORK

The proposed work consists of approximately 308 lineal meters of open ditch reconstruction including quarry stone rip-rap bank protection, rock chutes, bank seeding, and sediment basins.

## SCHEDULES

Two schedules are attached hereto and form part of this report, being Schedule 'A' – Allowances and Schedule 'B' - Cost Estimate.

Schedule 'A' - Allowances. In accordance with Section 30 of the Drainage Act, allowances are provided for damages to lands and crops along the route of the drain as defined below.

Schedule 'B' - Cost Estimate. This schedule provides for a detailed cost estimate of the proposed work which is in the amount of \$64,000. This estimate includes engineering and administrative costs associated with this project.

Drawing No. 1, Job No. 224243, and specifications form part of this report. They show and describe in detail the location and extent of the work to be done and the lands which are affected.

## ALLOWANCES

**DAMAGES:** Section 30 of the Drainage Act provides for the compensation to landowners along the drain for damages to lands and crops caused by the construction of the drain. The amount granted is based on \$4,647.00/ha. for open ditch work with excavated material levelled adjacent to drain. This base rate is multiplied by the hectares derived from the working widths shown on the plans and the applicable lengths.

**RIGHT-OF-WAY** Section 29 of the Drainage Act provides for an allowance to the owners whose land must be used for the construction, repair, or future maintenance of a drainage works. No right-of-way was granted as the existing open drain's right-of-way was deemed to be transferred to the new open drain location.

## ASSESSMENT DEFINITIONS

In accordance with the Drainage Act, lands that make use of a drainage works are liable for assessment for part of the cost of constructing and maintaining the system. These liabilities are known as benefit and outlet liability as set out under Sections 22 and 23 of the Act.

**BENEFIT** as defined in the Drainage Act means the advantages to any lands, roads, buildings or other structures from the construction, improvement, repair or maintenance of a drainage works such as will result in a higher market value or increased crop production or improved appearance or better control of surface or sub-surface water, or any other advantages relating to the betterment of lands, roads, buildings or other structures.

**OUTLET** liability is assessed to lands or roads that may make use of a drainage works as an outlet either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek or watercourse.

In addition, a Public Utility or Road Authority shall be assessed for and pay all the increased cost to a drainage works due to the construction and operation of the Public Utility or Road Authority. This may be shown as either benefit or special assessment.

## ASSESSMENT

We assess the entire cost of this report to the benefitting landowner, Tanda Farms Ltd. (Roll No. 4-002).

## GRANTS

In accordance with the provisions of Section 85 of the Drainage Act, a grant **may** be available for assessments against privately owned parcels of land which are used for agricultural purposes and eligible for the Farm Property Class Tax rate. Section 88 of the Drainage Act directs the Municipality to make application for this grant upon certification of completion of this drain. The Municipality will then deduct the grant from the assessments prior to collecting the final assessments.

## MAINTENANCE

Upon completion of construction, all owners are hereby made aware of Sections 80 and 82 of the Drainage Act which forbid the obstruction of or damage or injury to a municipal drain.

After completion, this portion of the drain being relocated shall be assessed entirely to Tanda Farms Ltd. (Roll No. 4-002).



BW:

Respectfully submitted,

SPRIET ASSOCIATES LONDON LIMITED

B. Widner, P.Eng.



SCHEDULE 'A' - ALLOWANCES

**SILVER CORNERS DRAIN TANDA REALIGNMENT**

**Municipality of North Perth**

In accordance with Sections 30 of the Drainage Act, we determine the allowances payable to owners entitled there to as follows:

<u>CONCESSION</u>	<u>LOT</u>	<u>ROLL NUMBER (Owner)</u>	<u>Section 30 Damages</u>	<u>TOTALS</u>
<b>SILVER CORNERS DRAIN TANDA REALIGNMENT</b>				
9	Pt. 2	4-002 (1000463570 Ontario Ltd. Tanda Farms Ltd.)	\$ 4,290.00	\$ 4,290.00
		Total Allowances	\$ 4,290.00	\$ 4,290.00
<b>TOTAL ALLOWANCES ON THE SILVER CORNERS DRAIN TANDA REALIGNMENT</b>			<b>\$</b>	<b><u>4,290.00</u></b>

**SILVER CORNERS DRAIN TANDA REALIGNMENT****Municipality of North Perth**

We have made an estimate of the cost of the proposed work which is outlined in detail as follows:

**SILVER CORNERS DRAIN TANDA REALIGNMENT**

308 meters of open ditch construction (Approx. 7,500 m <sup>3</sup> )	\$ 17,900.00
Backfill existing ditch using excavated material from new ditch including hauling.	\$ 12,900.00
Clearing and grubbing of existing ditch and ditch to be backfilled	\$ 900.00
Seeding of ditch banks and buffer strips. (Approx 4,500m <sup>2</sup> )	\$ 2,900.00
Supply and install H.D.P.E. outlet pipes with quarry stone and quarry stone rip rap along proposed bends as per Drawing	\$ 9,000.00
Removal and disposal of existing laneway culvert	\$ 1,000.00
Contingencies	\$ 2,000.00
Allowances under Section 30 of the Drainage Act	\$ 4,290.00

**ADMINISTRATION**

Interest and Net Harmonized Sales Tax	\$ 1,460.00
Survey, Plan and Final Report	\$ 7,200.00
Expenses	\$ 950.00
Supervision and Final Inspection	\$ <u>3,500.00</u>
<b>TOTAL ESTIMATED COST</b>	<b>\$ <u><u>64,000.00</u></u></b>

SCHEDULE OF NET ASSESSMENT

SILVER CORNERS DRAIN TANDA REALIGNMENT

Municipality of North Perth

(FOR INFORMATION PURPOSES ONLY)

Job No. 224243

December 12, 2024

\* = Non-agricultural

ROLL NUMBER (OWNER)	TOTAL ASSESSMENT	GRANT	ALLOWANCES	APPROX. NET
4-002 (1000463570 Ontario Ltd. Tanda Farms Ltd.)	\$ 64,000.00	\$ 21,333.00	\$ 4,290.00	\$ 38,377.00
<b>TOTALS</b>	<b>\$ 64,000.00</b>	<b>\$ 21,333.00</b>	<b>\$ 4,290.00</b>	<b>\$ 38,377.00</b>

**THE MUNICIPALITY OF NORTH PERTH**

**BY-LAW NO. 20-2025**

**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 February 24, 2025, 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 24<sup>th</sup> day of February, 2025.

---

**MAYOR TODD KASENBERG**

---

**CLERK LINDSAY CLINE**