



Township of Douro-Dummer Agenda for a Regular Meeting of Council

Tuesday, September 6, 2022, 5:00 p.m.

Township Douro-Dummer YouTube Channel

https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A

Please note, that Council may, by general consensus, change the order of the agenda, without prior notification, in order to expedite the efficiency of conducting business.

Please contact the Acting Clerk if you require an alternative method to virtually attend the meeting. martinac@dourodummer.on.ca or 705-652-8392 x210

	Pages
1. Call to Order	
2. Land Acknowledgement	
3. Moment of Silent Reflection	
4. Disclosure of Pecuniary Interest:	
5. Adoption of Agenda: September 6, 2022	
6. Adoption of Minutes and Business Arising from the Minutes	
6.1. Council Special Meeting Minutes - August 2, 2022	1
6.2. Council Meeting Minutes - August 2, 2022	4
7. Consent Agenda (Reports voted upon by ONE motion) - No Debate	
7.1. County of Peterborough Notice of Study Commencement for Various Bridge Replacements	16
7.2. Peterborough and the Kawarthas Chamber of Commerce - Changes to Excellence Awards	19
7.3. Town of South Bruce Peninsula - Correspondence and motion regarding Physician Shortages in Ontario	20

8.	Delegations, Petitions, Presentations or Public Meetings:	
8.1.	Presentation - Notice of Graduation	21
	Brian Fawcett, CBO, to be recognized from completing the AMCTO Executive Diploma in Municipal Management.	
8.2.	Public Meeting - Zoning By-law Amendment Application – File: R-02-22, Moore Planning Department-2022-06	22
	Part E ½ Lot 15, Concession 3 Dummer Ward 465 Cooper Road, Douro-Dummer Roll No.: 1522-020-003-32600	
8.3.	Public Meeting - Application to Rezone – File: R-17-21, Paterson and Carrington Planning Department-2022-08	126
	Part Lot 10, Concession 9 Centre Road Douro Ward Roll No: 1522-010-004-08100	
9.	Staff Reports	
9.1.	Report and Capital Project Status	185
9.2.	County Road 29 Boulevard, Public Works-2022-19	191
9.3.	Douro South Park RFP Results, Recreation Facilities-2022-07	193
9.4.	September 2022 Building Department Update, Building Department-2022-11	194
9.5.	Amendments to 2022 Council Meeting Schedule and 2023 Council Meeting Schedule, Clerk's Office-2022-08	196
9.6.	Compliance Audit Committee, Clerk's Office-2022-09	200
9.7.	Update - 2022 Municipal Election – Restricted Acts – Lane Duck, Clerk's Office-2022-12	204
9.8.	Process for 2022 CAO Performance Review, Clerk's Office-2022-14	214
10.	Committee Minutes and Other Reports:	

10.1.	Deputy Mayor Moher – Update on County Council Matters	
10.2.	Report - 2022 Santa Claus Parade	218
10.3.	Report - Community Engagement, Arena Facilities Future Ad-Hoc Committee	220
10.4.	Historical Committee Meeting Minutes: June 16, 2022	223
10.5.	Public Library Board Minutes - July 12, 2022	224
10.6.	Arena Facilities Future Ad-Hoc Committee Meeting Minutes - August 3, 2022	227
10.7.	Committee of the Whole Minutes - August 8, 2022	229
10.8.	Planning Committee Minutes - August 19, 2022	235
11.	Correspondence – Action Items:	
11.1.	Peterborough County Plowmen's Association - Request for Funding	239
	The letter from Peterborough County Plowmen's Association requesting Township support for the 102 nd plowing match on October 1, 2022.	
11.2.	Town of Wasaga Beach - Letter regarding Bill 103 Strong Mayor, Building Homes Act	240
	A letter from the Town of Wasaga Beach to the Province in opposition to Bill 103.	
11.3.	County of Peterborough - Transportation Master Plan Update	242
	Notice from the County of Peterborough for an online Information Centre regarding the Transportation Master Plan.	
12.	By-laws:	
12.1.	By-law 2022-37 - Council Remuneration By-law and Repeal By-laws 2011-03, 2012-59, 2014-23, 2015-07, 2015-59 and 2019-08	243
12.2.	By-law 2022-38 - Compliance Audit Committee Appointments	245
12.3.	By-law 2022-39 - To appoint Shane E. Smith as Building Inspector/ By-law Enforcement Officer and Repeal By-law 2018-62	251
13.	Account:	

14. Reports derived from previous Notice of Motions

15. Notices of Motion - No Debate

16. Announcements:

17. Closed Session:

Section 239 (2) of the Municipal Act, 2001, S.O. 2001, c. 25

17.1. Update Regarding Building Department Matters

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

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

17.2. 2022 Salary Grid Increases, C.A.O.-2022-26

(b) personal matters about an identifiable individual, including municipal or local board employees;(Personnel Matters)

17.3. Applications for Short-Term Rental Advisory Committee

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

18. Rise from Closed Session with or without a Report

19. Matters Arising from Closed Session

20. Confirming By-law: By-law 2022-40

21. Next Meeting:

HR Committee Meeting - September 13, 2022

Regular Council Meeting - September 20, 2022

Planning Committee - September 23, 2022

22. Adjournment

**Minutes of the Special Meeting of Council of the Township of
Douro-Dummer**

August 2, 2022, 4:00 PM

Township Douro-Dummer YouTube Channel

https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A

Members Present: Mayor J. Murray Jones
Deputy Mayor Karl Moher
Councillor Shelagh Landsmann
Councillor Heather Watson
Councillor Thomas Watt

Staff Present: CAO, Elana Arthurs
Acting Clerk, Martina Chait-Hartwig

1. Call to Order

With a quorum of Council being present, the Mayor called the meeting to order at 4:02 p.m.

2. Land Acknowledgement

The Mayor recited the Land Acknowledgement.

3. Approval of Closed Session Agenda - August 2, 2022

Resolution Number - 216-2022

Moved by: Councillor Landsmann

Seconded by: Councillor Watson

That the agenda for the Special Closed Council Meeting, dated August 2, 2022, be adopted, as circulated. Carried

4. Declaration of Pecuniary Interest

The Mayor reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.

5. Adoption of Closed Session Minutes

- a. Special Council Meeting Closed Session - March 15, 2022
- b. Human Resource Committee Meeting Closed Session - March 29, 2022
- c. Regular Council Meeting Closed Session - April 19, 2022
- d. Regular Council Meeting Closed Session - May 3, 2022
- e. Special Council Meeting Closed Session- May 17, 2022
- f. Regular Council Meeting Closed Session - June 7, 2022
- g. Special Council Meeting Closed Session - June 21, 2022
- h. Human Resource Committee Meeting - June 28, 2022

Resolution Number - 217-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the Special Closed Session Minutes from the Special Council Meeting Closed Session - March 15, 2022, Human Resource Committee Meeting Closed Session - March 29, 2022, Regular Council Meeting Closed Session - April 19, 2022, Regular Council Meeting Closed Session - May 3, 2022, Special Council Meeting Closed Session- May 17, 2022, Regular Council Meeting Closed Session - June 7, 2022, Special Council Meeting Closed Session - June 21, 2022 and Human Resource Committee Meeting - June 28, 2022 all be received and approved. Carried

6. Move into Closed Session

Resolution Number - 218-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That Council move into Closed Session for reasons stated (4:05 p.m.).

- 6.1 (b) personal matters about an identifiable individual, including municipal or local board employees (personnel matter)
- 6.2 (c) a proposed or pending acquisition or disposition of land by the municipality or local board;(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose. Carried

7. Closed Session Items:

- 7.1 (b) personal matters about an identifiable individual, including municipal or local board employees (personnel matter)**
- 7.2 (c) a proposed or pending acquisition or disposition of land by the municipality or local board;(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;**
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purposes;**

8. Out of Closed Session

That Council come out of Closed Session at 4:18 p.m. without a report.

9. Rise from Closed Session with or without a Report: None

10. Matters Arising from Closed Session: None

11. Adjournment

Resolution Number - 219-2022

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the meeting adjourn at (4:19 p.m). Carried

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig

Minutes of the Regular Meeting of Council of the Township of Douro-Dummer

August 2, 2022, 5:00 PM

Township Douro-Dummer YouTube Channel

https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A

Present: **Mayor - J. Murray Jones**
 Deputy Mayor - Karl Moher
 Councillor, Douro Ward - Heather Watson
 Councillor, Dummer Ward - Shelagh Landsmann
 Councillor at Large - Thomas Watt

Staff Present: **CAO - Elana Arthurs**
 Acting Clerk - Martina Chait-Hartwig
 Interim Treasurer - Paul Creamer
 Manager of Public Works - Jake Condon
 Planner - Christina Coulter

Absent: **Chief Building Official - Brian Fawcett**
 Fire Chief - Chuck Pedersen
 Manager of Recreation Facilities - Mike Mood

1. Call to Order

With a quorum of Council being present, the Mayor called the meeting to order at 5:02 p.m.

2. Land Acknowledgement

The Mayor recited the Land Acknowledgement.

3. Moment of Silent Reflection

Council observed a moment of silent reflection.

4. Disclosure of Pecuniary Interest:

The Mayor reminded members of Council of their obligation to declare any pecuniary interest they might have. Councillor Watson declared an indirect pecuniary interest.

4.1 Councillor Watson - Peterborough and the Kawarthas Chamber of Commerce - Business Excellence

I hold controlling interest in a company that is under contract with the Peterborough and the Kawartha Chamber of Commerce.

5. Adoption of Agenda: August 2, 2022

Resolution Number 220-2022

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the agenda for the Regular Council Meeting, dated August 2, 2022, be adopted, as circulated.

Carried

6. Adoption of Minutes and business Arising from the Minutes.

6.1 Council Special Meeting Minutes - June 21, 2022

6.2 Council Meeting Minutes - June 21, 2022

Resolution Number 221-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That the Minutes from the Regular Council Meeting and Council Special Meeting both held on June 21, 2022, be received and adopted, as circulated.

Carried

7. Consent Agenda (Reports voted upon by ONE motion) - No Debate

7.1 Otonabee Region Conservation Authority - Announcement of new CAO

7.2 Notice of Public Meeting - County of Peterborough and Township of Asphodel-Norwood

7.3 Otonabee Region Conservation Authority Audited Financial Statements

7.4 Community Care Peterborough Annual Impact Report

7.5 Birchcliff Property Owners Association of Douro-Dummer

7.6 Township of Selwyn - Committee of Adjustment Notice of Public Hearing

Resolution Number 222-2022

Moved by: Councillor Landsmann

Seconded by: Councillor Watson

That the Consent Agenda for August 2, 2022 be received.

Carried

8. Delegations, Petitions, Presentations or Public Meetings:

8.1 Community Safety & Wellbeing Plan Report

Resolution Number 223-2022

Moved by: Councillor Watson

Seconded by: Deputy Mayor Moher

That the report and presentation regarding the Community Safety and Well-being Plan be received; and

That the Community Safety and Well-being Plan be adopted as presented; and

That the Community Safety and Well-being Plan be submitted to the Solicitor General of Ontario as required under the *Safer Ontario Act*.

Carried

Resolution Number 224-2022

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the presentation from Chris Kawalec, Community Development Program Manager, City of Peterborough, Alana Solman, CAO, Township of North Kawartha, Lauren Hunter, Arising Collective and Chris Galeazza, Detachment Commander, OPP regarding the Community Safety & Wellbeing Plan be received.

Carried

- 8.2 Public Meeting - Proposed Zoning By-law Amendment Application – File: R-03-22, Smith Planning Department-2022-01

Public Meeting - Proposed Zoning By-law Amendment

File: R-03-22 (Smith)

895 Water Street

Plan 2 Pt Mill Reserve; Parts 1 and 2, Plan 45R-7338; and

Part 1, Plan 45R-16463,

Dummer Ward

Roll No: Roll No. 1522-020-003-07700

Resolution Number 225-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the Public Meeting regarding the proposed Zoning By-law Amendment R-03-22 (Smith) be declared open. (5:33 p.m.). Carried

Christina Coulter, Planner, explained the purpose of the proposed Zoning By-law Amendment R-03-22 (Smith) and stated that the Notice of Public Meeting was circulated in accordance with the Ontario Planning Act.

In attendance:

Catherine Maria Smith, Owner - In Support

Resolution Number 226-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsman

That the Public Meeting for the proposed Zoning By-law Amendment R-03-22 (Smith) be declared closed. (5:37 p.m.). Carried

9. Staff Reports:

9.1 Report and Capital Project Status

Resolution Number 227-2022

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the Report and Capital Project Status for July 2022 be received.

Carried

9.2 Request for Support for a Trillium Grant Application, Public Library-2022-01

Resolution Number 228-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the report, dated August 2, 2022 regarding the application for the Ontario Trillium Foundation Capital Grant Project be received and supported.

Carried

9.3 Birchview Road Speed Limit and Speed Limit Reduction Request Policy, C.A.O.-2022-21

Resolution Number 229-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the report, dated August 2, 2022 regarding Birchview Speed Limit and Speed Limit Reduction Request Policy be received; and

That there be no change in the speed limit on Birchview Road from Fiddler Lane to McCracken Landing Road and further that the O.P.P. be encourage to conduct more active speed enforcement on the road.

Carried

Resolution Number 230-2022

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the Speed Limit Reduction Request Policy be deferred and brought back to future meeting.

Carried

9.4 Purchase of 4X4 Pickup Truck, Public Works-2022-17

Resolution Number 231-2022

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the report, dated August 2, 2022, regarding the Purchase of 4X4 ¾ Ton Plow Truck be received; and

That Council award the tender to J.J. Stewart Motors Ltd. with the cost to the Township being \$90,958.18. Carried

9.5 Notice of Increase in Fee for Freon Recovery, Public Works-2022-18

Resolution Number 232-2022

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the report, dated August 2, 2022, regarding an increase in fee for freon recovery from the service provider Fenntech Sales and Service be received; and

That Council approve the increase in appliances containing freon surcharge from \$15.00 - \$18.00 per unit effective August 3rd, 2022; and

That staff be directed to include this increase in the next update to the User Fees and Charges By-law. Carried

9.6 Request to Peterborough County - Intersection of County Roads 4 and 6, Public Works-2022-15

Resolution Number 233-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the report, dated August 2, 2022, regarding a request to Peterborough County to assess safety concerns on County roads be received; and

That due to the high volume of traffic and associated high numbers of collisions at the intersection of County Road 4 and County Road 6, the Township of Douro-Dummer requests that the County immediately investigates possible measures for additional road safety devices and or signage in an effort to decrease the possibility and seriousness of collisions.

Carried

9.7 Financial Report – Second Quarter, Treasurer-2022-12

Resolution Number 234-2022

Moved by: Councillor Watt

Seconded by: Deputy Mayor Moher

That the report, dated August 2, 2022, being the Financial Report – 2nd Quarter be received.

Carried

9.8 Shared IT Services, C.A.O.-2022-19

Resolution Number 235-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the report, dated August 2, 2022 regarding Shared IT Services be received; and

That Council direct staff to join with the Township of Asphodel-Norwood to secure a contract for IT Services for the Township.

Carried

9.9 Renewal of Contract with Integrity Commissioner, Clerk's Office-2022-05

Resolution Number 236-2022

Moved by: Councillor Landsmann

Seconded by: Deputy Mayor Moher

That the report, dated August 2, 2022 regarding the renewal of the contract with the Integrity Commissioner be received and that the Council pass the amending agreement By-law at the appropriate time during the meeting. Carried

9.10 Terms of Reference for Short-Term Rental Advisory Committee, Clerk's Office-2022-07

Resolution Number 237-2022

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the report, dated August 2, 2022 regarding a term of reference for the Short-Term Rental Advisory Committee be received and approved;
and

That staff begin the process to recruit members for appointment by Council. Carried

10. Committee Minutes and Other Reports:

10.1 Deputy Mayor Moher – Update on County Council Matters

10.2 Public Library Board Meeting Minutes - June 14, 2022

10.3 Planning Committee Meeting Minutes - June 24, 2022

10.4 Human Resources Committee Meeting Minutes -June 28, 2022

Resolution Number 238-2022

Moved by: Councillor Landsmann

Seconded by: Deputy Mayor Moher

That the verbal report from Deputy Mayor Moher regarding County Council matters, Public Library Meeting Minutes held June 14, 2022, Planning Committee Meeting Minutes held June 24, 2022, and Human Resource Committee Meeting Minutes held on June 28, 2022, as amended, all be approved and received. Carried

11. Correspondence – Action Items:

11.1 Changes to the Provincial Ontario AMBER Alert.

Resolution Number 239-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That a Resolution passed by the Municipality of Brighton dated June 20, 2022, regarding necessary changes to the Ontario Provincial Amber Alert and create a new alert called Draven Alert be received and supported.

Carried

11.2 Notice of Adoption of an Official Plan for the County of Peterborough

Resolution Number 240-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the Notice of Adoption of the Official Plan for the County of Peterborough and Adoption of Official By-law be received with thanks.

Carried

11.3 Request for release of Federal and Provincial documents related to the Former Mohawk Institute Residential School

Resolution Number 241-2022

Moved by: Councillor Landsmann

Seconded by: Deputy Mayor Moher

That the letter of support from the City of Brandford dated June 30, 2022, regarding the Federal and Provincial Documents related to the Former Mohawk Institute Residential School be received.

Carried

At this time Councilor Watson re-declared her pecuniary interest with Item 11.4, left the meeting at 6:20 p.m. and took no part in the discussion or debate.

11.4 Peterborough and the Kawarthas Chamber of Commerce - Business Excellence

Resolution Number 242-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the letter from Peterborough Kawarthas Chamber of Commerce dated July 8, 2022, asking for The Township's support as Local Business Sponsors with the Kawartha Chamber be received and supported in the amount of \$500.

Carried

At this time Councillor Watson returned to the meeting (6:30 p.m.)

11.5 Removal of Municipal Councillors Under Prescribed Circumstances

Resolution Number 243-2022

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the letter from City of Owen Sound dated July 6, 2022, regarding a Resolution for removal of Municipal Councillors under Prescribed Circumstances be received and supported.

Carried

12. By-laws:

12.1 By-law 2022-34 - By-law to Renew Agreement for Integrity Commissioner Services

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That By-law 2022-34, being a By-law to renew the agreement with Cunningham Swan Carty Little & Bonham LLP as the Integrity Commissioner for The Corporation of the Township of Douro-Dummer be passed, in open council this 2nd day of August, 2022 and that the Mayor and the Acting Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

12.2 By-law 2022-35 - To Amend Zoning By-law - File R-03-22, Roll No: 1522-020-003-07700

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That By-law 2022-35, being a By-law to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law" (File R-03-22, Roll No. 1522-020-003-07700), be passed, in open council this 2nd day of August, 2022 and that the Mayor and the Acting Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

13. Accounts:

13.1 Accounts - May 28 to July 13, 2022

Resolution Number 244-2022

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the Township Accounts from May 28 to July 13, 2022 be received.

Carried

14. Reports derived from previous Notice of Motions: None
15. Notice of Motion - no debate: None
16. Announcements: None
17. Closed Session: None
18. Rise from Closed Session with or without a Report: None
19. Matters Arising from Closed session: None

20. Confirming By-law: 2022-36

Moved by: Councillor Landsmann

Seconded by: Deputy Mayor Moher

That By-law Number 2022-36, being a By-law to confirm the proceedings of the Special and Regular Meeting of Council, held on the 2nd day of August, 2022, be passed in open Council and that the Mayor and the Acting Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

21. Next Meeting:

Committee of the Whole – August 8, 2022

Planning Committee Meeting – August 19, 2022

Regular Council Meeting – September 6, 2022

22. Adjournment

Resolution Number 245-2022

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That this meeting adjourn at 6:34 p.m. Carried

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig



**Notice of Study Commencement
Gilchrist Park Bridge
Replacement / Rehabilitation
Municipal Class Environmental
Assessment**



The Corporation of the County of Peterborough (County) is preparing for the replacement or rehabilitation of Gilchrist Park Bridge. The structure is located on County Road 6, approximately 3.2 km west of County Road 40 in the Township of Douro-Dummer. The bridge carries single-lane traffic in each direction over unnamed water crossing flowing between Gilchrist Bay and White Lake.

The County has retained D.M. Wills Associates Limited (Wills) to undertake the Municipal Class Environmental Assessment (Municipal Class EA), structural engineering and design services for the project.

The proposed work is considered to be a Schedule 'B' undertaking in accordance with the Municipal Class EA. Subject to Class EA approval, including comments received as a result of this Notice and future Public Information Centres (PICs), the County intends to proceed with the planning, design and implementation of the preferred alternative solution for this structure.

Public and agency consultation is an important component of the Class EA process.

Interested members of the public are encouraged to attend the PICs, during which time members of the public can provide written feedback of the proposed alternatives (i.e.

replacement / rehabilitation) for the structure. The date and location of the future PICs will be included in a future notice. Feedback received throughout the consultation process will be used in conjunction with the additional findings of the Class EA to determine a preferred alternative for the structure, which will be selected for further evaluation and design. Project updates will be available for review at the following link:



Figure 1: Location Map

[Notices of Construction - County of Peterborough \(ptbocounty.ca\)](https://www.ptbocounty.ca/Notices of Construction - County of Peterborough)

If you are interested in providing comments or receiving further information on these projects, please contact the following individuals:

Rajeev Shan, P.Eng., M.Eng.
Manager, Structural Engineering
D.M. Wills Associates Ltd.
150 Jameson Drive
Peterborough, ON K9J 0B9
p. 705.742.2297 ext. 236
e. rshan@dmwills.com

Peter Nielsen, C.E.T.
Manager, Capital Projects
County of Peterborough
310 Armour Road
Peterborough, ON K9H 1Y6
p. 705.775.2737 ext. 3200
e. pnielsen@ptbocounty.ca

Comments and information regarding this study are being collected to assist in meeting the requirements of the *Environmental Assessment Act*. These comments will be maintained on file for use during the study in accordance with the *Freedom of Information and Protection of Privacy Act*. All comments, with the exception of personal information, will become part of the public record. If you have any accommodation requirements in order to participate in this project, please contact one of the project team members listed above.

This Notice issued August 3rd and August 8th, 2022.



**Notice of Study Commencement
Indian River Bridge
Replacement
Municipal Class Environmental
Assessment**



The Corporation of the County of Peterborough (County) is preparing for the replacement of Indian River Bridge. The structure is located on Division Road approximately 4.2 km east of the intersection with Highway 28. The bridge conveys traffic over the Indian River approximately 100 m east of the intersection with Douro 3rd Line.

The County has retained D.M. Wills Associates Limited (Wills) to undertake the Municipal Class Environmental Assessment (Municipal Class EA), structural engineering and design services for the project.

The proposed work is considered to be a Schedule 'B' undertaking in accordance with the Municipal Class EA. Subject to Class EA approval, including comments received as a result of this Notice and future Public Information Centres (PICs), the County intends to proceed with the planning, design and implementation of the preferred alternative solution for this structure.

Public and agency consultation is an important component of the Class EA process. Interested members of the public are encouraged to attend the PICs, during which time members of the public can provide written feedback of the proposed alternatives (i.e. replacement) for the structure. The date and location of the future PICs will be included in a future notice. Feedback received throughout the consultation process will be used in conjunction with the additional findings of the Class EA to determine a preferred alternative for the structure, which will be selected for further evaluation and design. Project updates will be available for review at the following link:

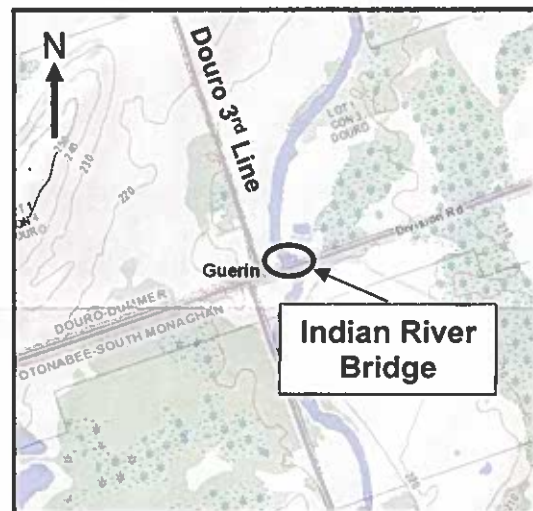


Figure 1: Location Map

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If you are interested in providing comments or receiving further information on these projects, please contact the following individuals:

Rajeev Shan, P.Eng., M.Eng.
Manager, Structural Engineering
D.M. Wills Associates Ltd.
150 Jameson Drive
Peterborough, ON K9J 0B9
p. 705.742.2297 ext. 236
e. rshan@dmwills.com

Peter Nielsen, C.E.T.
Manager, Capital Projects
County of Peterborough
310 Armour Road
Peterborough, ON K9H 1Y6
p. 705.775.2737 ext. 3200
e. pn Nielsen@ptbocounty.ca

Comments and information regarding this study are being collected to assist in meeting the requirements of the *Environmental Assessment Act*. These comments will be maintained on file for use during the study in accordance with the *Freedom of Information and Protection of Privacy Act*. All comments, with the exception of personal information, will become part of the public record. If you have any accommodation requirements in order to participate in this project, please contact one of the project team members listed above.

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The County has retained D.M. Wills Associates Limited (Wills) to undertake the Municipal Class Environmental Assessment (Municipal Class EA), structural engineering and design services for the project.

The proposed work is considered to be a Schedule 'B' undertaking in accordance with the Municipal Class EA. Subject to Class EA approval, including comments received as a result of this Notice and future Public Information Centres (PICs), the County intends to proceed with the planning, design and implementation of the preferred alternative solution for this structure.

Public and agency consultation is an important component of the Class EA process. Interested members of the public are encouraged to attend the PICs, during which time members of the public can provide written feedback of the proposed alternatives (i.e. replacement) for the structure. The date and location of the future PICs will be included in a future notice. Feedback received throughout the consultation process will be used in conjunction with the additional findings of the Class EA to determine a preferred alternative for the structure, which will be selected for further evaluation and design. Project updates will be available for review at the following link:

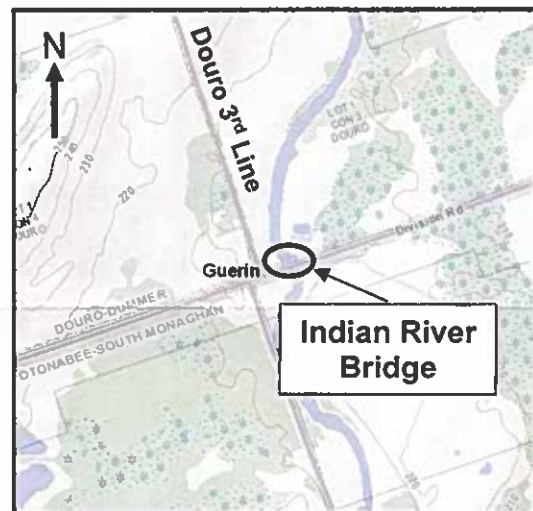


Figure 1: Location Map

[Notices of Construction - County of Peterborough \(ptbocounty.ca\)](https://www.ptbocounty.ca/Notices-of-Construction)

If you are interested in providing comments or receiving further information on these projects, please contact the following individuals:

Rajeev Shan, P.Eng., M.Eng.
Manager, Structural Engineering
D.M. Wills Associates Ltd.
150 Jameson Drive
Peterborough, ON K9J 0B9
p. 705.742.2297 ext. 236
e. rshan@dmwills.com

Peter Nielsen, C.E.T.
Manager, Capital Projects
County of Peterborough
310 Armour Road
Peterborough, ON K9H 1Y6
p. 705.775.2737 ext. 3200
e. pnielsen@ptbocounty.ca

Comments and information regarding this study are being collected to assist in meeting the requirements of the *Environmental Assessment Act*. These comments will be maintained on file for use during the study in accordance with the *Freedom of Information and Protection of Privacy Act*. All comments, with the exception of personal information, will become part of the public record. If you have any accommodation requirements in order to participate in this project, please contact one of the project team members listed above.

This Notice issued August 3rd and August 8th, 2022.

From: Nigel Broersma
Sent: Friday, August 19, 2022 2:57 PM
To: Martina Chait
Subject: RE: Local Business Supporter Sponsor

Hello Martina,

We thank you for supporting the Chamber with your \$500 Local Supporter Sponsorship used to purchase items for our auction, a great way to support local businesses while also supporting the chamber! Now, we were planning and presented it to the townships as the excellence auction. However, we have since had a conversation about moving the auction to November and making it a Hometown Holiday event. This would be a wishbook type auction with various categories to recreate that Christmas wishbook look. We would centre it around supporting local for the holidays and embrace the Hometown Holiday theme.

In order to do this, we want to ensure our supporters for the auction are on board with this. This move would allow for more exposure and recognition for our supporters as it would no longer be another element of Excellence, but instead its own event. We would pair it with videos featuring various businesses, and have the auction run for 2 full weeks with a great deal of promotion.

Would this be okay with you and the Douro-Dummer Township? Or would you want us to keep the auction as part of excellence. We have already received approval from Enbridge, the main auction sponsor, and once we get approval from the townships, will go ahead and make the change. If not, we will leave it as is.

Thanks so much,



Nigel Broersma

Member Relations Coordinator

Peterborough and the Kawartha Chamber of Commerce
705.748.9771 x206
NIGEL@PKCHAMBER.CA

BOOK A CHAT: calendly.com/pkcc-nigel
12 Queen St. Lakefield PO Box 537
& 175 George St. N Peterborough, K9J 3G6
peterboroughchamber.ca



August 12, 2022

Mayor Janice Jackson
Town of South Bruce Peninsula
PO Box 310
315 George Street
Wiarton, ON M7A 1A1

Via Email: janice.jackson@southbrucepeninsula.com

Re: Endorsement of Resolution - Physician Shortages In Ontario

Further to your correspondence dated July 22, 2022 regarding the above noted matter, please be advised that Hanover Council passed the following resolution at their August 8, 2022 meeting:

Moved by COUNCILLOR HOCKING | Seconded by COUNCILLOR KOEBEL

THAT the Council of the Town of Hanover support the motion from the Town of South Bruce Peninsula requesting that the Province acknowledge the shortage in all health care worker disciplines and that they take steps to increase the number of practicing physicians in the Province of Ontario. **CARRIED**

Should you have any questions or concerns, please do not hesitate to contact the undersigned.

Respectfully,



Vicki McDonald
Clerk

cc: Premier Doug Ford, Premier@ontario.ca
Hon. Sylvia Jones, Minister of Health and Long-Term Care Sylvia.jones@pc.ola.org
Rick Byers, MPP, Bruce Grey Owen Sound rick.byers@pc.ola.org
Hon. Stephen Lecce, Minister of Education stephen.lecce@pc.ola.org
Prime Minister Justin Trudeau justin.trudeau@parl.gc.ca
Hon. Jean-Yves Duclos, Minister of Health jean-yves.duclos@parl.gc.ca
Alex Ruff, MP, Bruce Grey Owen Sound alex.ruff@parl.gc.ca
College of Physician and Surgeons of Ontario feedback@cpsso.on.ca
All Municipalities in Ontario

May 17, 2022

Mayor, J. Murray Jones
Township of Douro-Dummer
894 South St. P.O. Box 92
Warsaw, ON K0L 3A0

Re: Brian Fawcett Graduation from AMCTO's Executive Diploma in Municipal Management

On behalf of the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), I am extremely pleased to announce that Brian Fawcett has successfully completed the intensive process to graduate from the Association's Executive Diploma in Municipal Management. We believe that this is a tremendous accomplishment and should be regarded with pride by your municipality.

Founded in 1938, with a membership of more than 2,200 municipal professionals across the province, AMCTO is proud to be the largest municipal professional association in Ontario, with the mandate to provide high quality education and professional development programs in order to foster municipal excellence in the province.

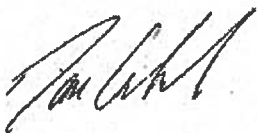
The Executive Diploma in Municipal Management is the most comprehensive career development program designed specifically for Ontario's municipal managers. Graduates of this Diploma Program are informed leaders with a comprehensive understanding of the complex and interrelated components of municipal management, and who can immediately implement their knowledge and thus have an integrated and positive impact on any municipal corporation.

Brian has successfully completed the rigorous evaluation process to graduate from this Diploma Program.

We hope that you, and your colleagues on Council, will join us in congratulating Brian on this significant achievement.

Should you have any questions, please contact Manjit Badh @ 905-602-4294 ext: 228 or mbadh@amcto.com

Yours truly,



David Arbuckle, MPA
Executive Director

Recommendation:

That the Planning Department-2022-06 Report, dated September 6, 2022, regarding Zoning By-law Amendment – File: R-02-22 be received; and
That Council receive all comments related to Zoning By-law Amendment File: R-02-22 (Moore); and
That the By-law to enact the amendment be passed at the appropriate time in the meeting.

Overview:

On behalf of the Owner Sharon Moore, her Agent, Doug Carroll, has applied to amend the existing zoning on a portion of the property located at 465 Cooper Road, being Roll No. 1522-020-003-32600.

The rezoning is required as a condition of consent for severance application File B-88-21, that was conditionally approved by Peterborough County on March 22, 2022.

A concept Plan prepared by Grace & Associates Inc. detailing the proposed lot (South Lot) and area to be rezoned is attached to this Report.

The subject property is currently zoned the Rural Zone (RU). The Zoning By-law Amendment proposes to rezone a portion of the proposed severed parcel (B-88-21, Lot 2/South Lot) from the Rural Zone (RU) to the Environmental Conservation Zone (EC) to recognize the vegetative protective zone (VPZ) of an unevaluated wetland.

A copy of the draft By-law is attached to this Report.

Conformity to Provincial Policy Statement (PPS) and A Place to Grow, Growth Plan for the Greater Golden Horseshoe (Growth Plan):

An Environmental Impact Study (EIS) was required in support of the proposed severance. The EIS was completed by Grace & Associates Inc., dated March 19, 2021 and reviewed by the Otonabee Region Conservation Authority (ORCA), October 22, 2021.

The EIS concluded that the proposed lot creation would have no negative impacts on the adjacent natural heritage system including potential significant wildlife habitat, species at risk habitat and unevaluated wetland provided the avoidance and mitigation measures outlined in the EIS are adhered to. In particular, a minimum 30 m VPZ was recommended between the swamp (unevaluated wetland) and all development activities. In order to achieve this recommendation, a rezoning of the VPZ is required.

A copy of the EIS and ORCA comments are attached to this Report.

The application appears to be consistent with the Provincial Policy Statement and appears to conform with the Growth Plan.

Conformity to Official Plan:

The subject property is designated Rural as identified on Schedule 'A4-2' to the Official Plan. Limited, low density residential development is permitted within the Rural designation (S. 6.2.2.2).

With the exception of Provincially Significant Wetlands and significant portions of the habitat of endangered and threatened species, development and site alteration such as filling, grading and excavating may be permitted within or adjacent to natural heritage features, provided it has been demonstrated through an Environmental Impact Assessment that there will be no negative impacts on the natural features or ecological functions of the area (S. 4.1.3.1).

As noted previously, one of the conclusions of the EIS, identified that provided a minimum 30 metre VPZ is maintained between the wetland and all development activities, the proposed development would have no negative impacts on the adjacent natural heritage system, potential significant wildlife habitat, species at risk habitat and unevaluated wetland.

With the implementation of the (EC) Zone, the application appears to conform to the Official Plan.

Comments:

- Enbridge Gas Inc.: No objections to the application.
- Upper Stoney Lake Cottagers Assoc.: No comments.
- KPRDSB: no concerns or issues related to their mandate.

Conclusion:

The requested zoning by-law amendment, to rezone portions of the subject lands from the Rural Zone (RU) to the Environmental Conservation Zone (EC), is required in order to meet a condition of severance to ensure a minimum 30 metre vegetation protection zone is maintained between the wetland and all development activities. The proposed rezoning meets the intent of municipal and provincial policies.

Financial Impact:

All costs related to the application for a Zoning By-law Amendment are the responsibility of the owner.

Strategic Plan Applicability: N/A

Sustainability Plan Applicability: N/A

Report Approval Details

Document Title:	Staff Report regarding Zoning By-law Amendment R-02-22 - Moore.docx
Attachments:	<ul style="list-style-type: none">- Moore Figure A Conceptual Lot Development 04-07-2022.pdf- 87-21 88-21 EIS.pdf- B-88-21; 465 Cooper Road-Lot 2; ORCA PPLD-2203.pdf- R-03-22 - Draft By-law.pdf
Final Approval Date:	Aug 30, 2022

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Elana Arthurs



PROPOSED LOT SEVERANCE

465 Cooper Road
Part Lot 15, Concession 3, Dummer Ward
Township of Douro-Dummer, Ontario

LEGEND

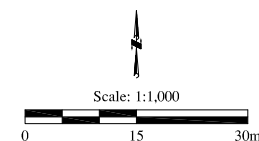
- *Property Boundary
- Lot Severance
- Road Widening Severance
- Vegetation Protection Zone

Notes:

1. Property boundary interpreted from County of Peterborough GIS website.
2. 10' strip of frontage from the severed parcel to be decided to the Township for road widening purposes.
3. Development and site alteration should be prohibited within the 30 metre Vegetation Protection Zone (VPZ).

Township of Douro-Dummer Zoning:

RU: Rural Zone
EC: Environmental Conservation Zone



2018 Aerial Photograph base data obtained from the County of Peterborough GIS website.

TITLE

CONCEPTUAL LOT DEVELOPMENT

CLIENT

Ms. Sharon Moore



DRAWN

R20-842

DATE

April, 2022

FIGURE NO.

A

**ENVIRONMENTAL IMPACT STUDY
PROPOSED TWO LOT SEVERANCE**

- MRS. SHARON MOORE -

**465 Cooper Road
Lot 15, Concession 3, Dummer Township
County of Peterborough, Ontario**

March 19, 2021

Reference No.: R20-842

Prepared for
Otonabee Region Conservation Authority

On Behalf Of
Mrs. Sharon Moore



GRACE & ASSOCIATES INC.
Geological & Environmental Consultants

16 Glenelg Street East
Lindsay, Ontario, K9V 1Y6
Phone: (705) 324-5408 Facsimile: (705) 324-2081

TABLE OF CONTENTS

TABLE OF CONTENTS	(i)
1.0 INTRODUCTION	1
2.0 POLICIES.....	1
3.0 EIS SUMMARY.....	1
3.1 Natural Heritage Features.....	2
3.2 Species at Risk Habitat.....	3
3.2.1 Bobolink.	3
3.2.2 Butternut.	3
3.2.3 Canada warbler.	3
3.2.4 Eastern meadowlark.....	3
3.2.5 Eastern wood-pewee.	3
3.2.6 Grasshopper sparrow.....	4
3.2.7 Little brown myotis.	4
3.2.8 Monarch.....	4
3.2.9 Northern myotis.....	4
3.2.10 Tri-coloured bat.....	4
3.2.11 Snapping turtle.....	4
3.2.12 Wood thrush.....	4
4.0 IMPACT ASSESSMENT.....	5
4.1 Wetland Impact.....	5
5.0 AVOIDANCE AND MITIGATION MEASURES.	5
6.0 DEVELOPMENT CONSIDERATIONS.....	6
6.1 Fill Characterization.....	6
6.2 Soil Erosion Control Measures.....	7
6.3 Grading and Drainage.....	7
6.4 Revegetation Plan.....	7
7.0 CONCLUSION AND RECOMMENDATIONS.	8
8.0 STATEMENT OF QUALIFICATIONS.....	9
9.0 STATEMENT OF LIMITATIONS.	9
10.0 REFERENCES.....	11

LIST OF APPENDICES

APPENDIX A	ENVIRONMENTAL IMPACT STUDY REPORT
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GRACE & ASSOCIATES INC.
Geological & Environmental Consultants

16 Glenelg Street East
Lindsay, Ontario
K9V 1Y6

Telephone: (705) 324-5408
Facsimile: (705) 324-2081

April 2, 2021

Otonabee Region Conservation Authority
250 Milroy Drive
Peterborough, Ontario
K9H 7M9

Attention: Ms. Alex Bradburn, Planner

**Re: Scoped Environmental Impact Assessment Summary
Proposed Two Residential Lot Severance
465 Cooper Road, Part Lot 15, Concession 3, Township of Douro-Dummer
County of Peterborough, Ontario**

1.0 INTRODUCTION

Grace & Associates Inc. was retained by Mrs. Sharon Moore, property owner and proponent, to complete a Scoped Environmental Impact Study (EIS) in support of a two (2) lot severance from the southeast corner of the property located at 465 Cooper Road. The proposed severances will front 4th Line Dummer Road in Lot 15, Concession 3, Dummer Township, County of Peterborough, Ontario.

The proposed lot severance is approximately 0.81 hectares (2 acres) located within an agricultural field. The site is actively farmed (ie. hay) and is lined with mature deciduous treed hedgerows. There are no structures on the proposed severed lots.

The EIS summarizes the results of the site investigation and analysis conducted on the subject property to determine potential impacts to natural heritage features and functions present on and within 120 metres of the proposed two (2) residential lot severance. Potential impacts to natural heritage features, that either exist or may exist on the site, are discussed along with mitigation measures.

This letter report summarizes the results of a records search, field investigation, and analysis conducted by Grace & Associates Inc., in conjunction with our associate biologists of Blazing Star Environmental, to determine the impact of the proposed development on the on-site and surrounding natural heritage features and functions. The complete EIS report, including mitigative measure for lot development, is presented in Appendix A.

2.0 POLICIES

This scoped environmental impact study has been undertaken to meet the requirements of governing policies developed to protect natural features and functions, including:

- Provincial Policy Statement, 2020
- County of Peterborough Official Plan
- A Place to Grow - Growth Plan for the Greater Golden Horseshoe, 2020
- Endangered Species Act, 2007
- Conservation Authorities Act, 2019
- Migratory Birds Convention Act, 1994
- Fisheries Act (1985)

3.0 EIS SUMMARY

Following a records review of available provincial and municipal records of natural heritage features and provincial SAR within 10 km of the property, the field investigation conducted on June 12, 2020 included:

- Ecological land classification (ELC) completed following 1998 ELC standards (Lee et al. 1998);
- Two unevaluated wetland boundaries were delineated adjacent to the subject property following the Ontario Wetland Evaluation System (OWES) (OMNRF 2014) guidelines for wetland delineation by certified wetland evaluators Monique Aarts and Michelle Hill;
- Surveys to assess suitability of habitat for Significant Wildlife Habitat (SWH) and Species At Risk (SAR) habitat; and
- Incidental observations of wildlife species were recorded during all field investigation surveys.

3.1 Natural Heritage Features

The three vegetation communities identified on the proposed severed lots include open agriculture, deciduous thicket, and mixed swamp Ecosites. The site investigation identified natural heritage features and suitable SWH and SAR habitat present on the site or within 120 metres of the property which include the following:

Natural Heritage Features present or within 120 metres of the property:

- no provincially or locally significant wetlands on, or within, 120 metres of the site;
- an unevaluated wetland is located adjacent to the subject property;
- woodland within the study area is not significant based on the significant woodland size criteria;
- no significant valleylands, ANSI or fish habitat on, or within, 120 metres of the site;
- fish habitat within 120 metres of the site within the unevaluated wetland.

Significant Wildlife Habitat (SWH) present or within 120 metres of the property:

- seeps and springs may occur within 120 metres of the proposed severance;
- amphibian breeding habitat (woodland) may occur within the vernal pools present within 120 metres that meets the minimum size criteria.

Species at Risk (SAR) Habitat present or within 120 metres of the property:

- suitable habitat occurs on the site for bobolink and eastern meadowlark;
- suitable habitat within 120 metres of the site for butternut and eastern meadowlark;
- potential habitat exists on-site for eastern wood-pewee, grasshopper sparrow, monarch, and wood thrush;

- potential habitat present within 120 metres of the proposed development for:
 - Canada warbler (*Cardellina canadenses*) in the south east corner of forest swamp;
 - eastern wood-pewee (*Contopus virens*) in forested area southeast of the site;
 - grasshopper sparrow (*Ammodramus savannarum*) in open grassland, hayfields and pasture areas with well-drained, sandy soil;
 - monarch (*Danaus plexippus*) in habitats that provide wildflowers to feed on;
 - red-headed woodpecker (*Melanerpes erythrocephalus*) in the forested area southeast of the site in dead trees and snags;
 - snapping turtle (*Chelydra serpentina*) in wet areas within the forested area southeast of the site;
 - wood thrush (*Hylocichla mustelina*) in the forested area southeast of the site;
 - little brown myotis, northern myotis and tri-colored bat in the forested area southeast of the site.

3.2 Species at Risk Habitat

3.2.1 Bobolink

Bobolink (*Dolichonyx oryzivorus*) and their habitat may be negatively affected by development since they nest on the ground and forage in grasslands and agricultural fields of 5-50 hectares. A bobolink was observed during the field investigation in the northeastern field.

3.2.2 Butternut

Three butternut (*Juglans cinerea*) were observed in the forested area north of the proposed severances. Soil conditions in the area are appropriate for the species. Butternut may occur in the mixed swamp in the southeast corner of the study area.

3.2.3 Canada warbler

Suitable habitat for Canada warbler (*Cardellina canadenses*) may occur within 120 metres of the project footprint in the southeast corner of forest swamp. Canada warbler nests on or close to the ground on roots or mossy logs, along stream banks or on hummocks, often hidden by the dense shrub layer. No observations of Canada warbler, or signs of their presence, were found during the field investigation.

3.2.4 Eastern meadowlark

Eastern meadowlark (*Sturnella magna*) are obligate grassland species that nest on the ground, and forage in tall grasslands and open areas including pastures and hay fields. The minimum area requirement to support breeding of this species is 5 hectares. Suitable habitat for eastern meadowlark was observed and territorial calls were heard on-site and within the northeastern field.

3.2.5 Eastern wood-pewee

Eastern wood-pewee (*Contopus virens*) The on-site deciduous forest and mixed swamp appeared to be suitable habitat for this species. No observations of eastern wood-pewee, or signs of their presence, were found on the property.

3.2.6 Grasshopper sparrow

Grasshopper sparrow (*Ammodramus savannarum*) typically nest and forage in open grassland, hayfields and pasture areas with well-drained, sandy soil. No observations of grasshopper sparrow, or signs of their presence, were found on the project footprint during the field investigation.

3.2.7 Little brown myotis

Little brown myotis (*Myotis lucifugus*) and their habitat was not observed on the site, however, mature decaying trees with exfoliating bark suitable for roosting within 120 metres of the site may be present in the forested area to the southeast. No observations of little brown myotis, or signs of their presence, were found on the site during the field investigation.

3.2.8 Monarch

The mixed meadow contains suitable monarch (*Danaus plexippus*) foraging habitat. No observations of monarchs, or signs of their presence, were found on the property.

3.2.9 Northern myotis

Northern myotis (*Myotis septentrionalis*) and their habitat may be negatively affected by this project. Northern myotis roost in hollow trees, tree crevices, and under exfoliating bark. No suitable snag trees were observed on the site, however, suitable habitat may be present within the forested area to the southeast of the site. No observations of northern myotis, or signs of their presence, were found on the site during the field investigation.

3.2.10 Tri-colored bat

Tri-colored bat (*Perimyotis subflavus*) use older dense to open forests to form day roosts and maternity colonies. During the study area investigation, no suitable snag trees were observed on the project footprint. However, there may be such trees in the forested area to the southeast which could be suitable habitat for tri-colored bat. No observations of tri-colored bat, or signs of their presence, were found on the site during the field investigation.

3.2.11 Snapping turtle

Snapping turtle (*Chelydra serpentina*) may occur within 120 metres in the forested area to the southeast of the site. Snapping turtles breed, forage, and hibernate in wetlands, preferring shallow waters with leaf littered soft, muddy bottoms to hide. No observations of snapping turtle, or signs of their presence, were found on the project footprint during the field investigation.

3.2.12 Wood thrush

Suitable habitat for wood thrush (*Hylocichla mustelina*) may occur within 120 metres of the project footprint as there is a forested area south east of the project footprint that fits the habitat description required. Wood thrush nest in large forest mosaics with mature moist deciduous and mixed forests with well-developed undergrowth of variable sizes, preferring to build their nests in living saplings, shrubs, or trees. No observations of wood thrush, or signs of their presence, were found on the project footprint during the field investigation.

4.0 IMPACT ASSESSMENT

The potential impacts of the proposed development of two (2) residential lots on the natural heritage features that are, or are likely, present on and within 120 metres of the property include:

- Release of any contaminants (e.g., gasoline, oil, sediments) in surface water and groundwater during driveway development activities may impact turtle wintering areas, snapping turtle habitat, butternut habitat, and unevaluated wetlands;
- Loss of roosting, nesting and perching habitat used by wood thrush, eastern wood pewee, and bats where development will occur;
- Lot development activities (e.g., vegetation clearing, grading, fill placement) may disturb nesting birds; and,
- Increased vulnerability of the property to invasion by non-native species.

4.1. Wetland Impact

The proposed two residential lot severance will not impact the adjacent unevaluated wetland. All development will occur a minimum of 30 metres from the forested area to the southeast in the open fields.

The 30 metre vegetated buffer will prevent nutrients, sediment, and pollutants from entering the woodlot and unevaluated wetland. Lot development, including the recommended avoidance and mitigation measures, will not negatively impact the overall ecological functioning of the adjacent woodlot or wetland features.

Future residents are encouraged to landscape using native plant species such as native flowering herbaceous plants, shrubs and trees. Planting a variety of native flowering species with different bloom times will provide monarchs with the nectar and pollen needed to reproduce in the spring and summer and migrate in the fall. Other options that will support monarch breeding include native milkweed species such as common milkweed (*Asclepias syriaca*), swamp milkweed (*Asclepias incarnata*), and butterfly milkweed (*Asclepias tuberosa*).

5.0 AVOIDANCE AND MITIGATION MEASURES

To ensure there are no negative impact resulting from the proposed development, the following measures are presented:

- Limit tree clearing to minimal area required for a standard residential driveway and entrance and avoid large trees where possible;
- Maintain a minimum 30 metre vegetated buffer between the development and the woodlot to the southeast of the site;
- Develop and implement an erosion and sediment control plan following provincial best practices outlined in *Erosion and Sediment Control for Urban Construction* guideline to prevent

contamination of surface and groundwater during driveway development;

- Conduct vegetation removal outside of the breeding bird season (April 15th to July 31st) and avoid removing large trees; and,
- Ensure heavy machinery used during road construction has been cleaned following the *Clean Equipment Protocol for Industry* (Halloran 2013) to prevent establishment of non-native species in the significant woodland.

6.0 DEVELOPMENT CONSIDERATIONS

Excavated material, such as topsoil, will be used as soil cover and/or backfill in other areas of the site. All proposed works shall be completed with due diligence and with consideration to minimize adverse effects to the natural environment. Mitigative measures will be undertaken to reduce or eliminate soil loss and erosion from wind and/or water during construction.

The natural environment at the site should be preserved as best as possible, with the following considerations to be followed:

- The exact location of the proposed developments shall be staked in the field prior to any site preparation activities to confirm the location is outside the environmental buffer.
- Existing vegetation shall be maintained on-site where possible.
- No fill shall be placed outside of the any of the proposed development areas. If fill is added to the site, it should be stabilized and vegetated as soon as possible.
- Diffuse and directional lighting shall be implemented to further minimize the intrusion of light pollution into the forest edge.
- Roof leaders shall outlet onto the grassed surfaces to allow for infiltration. Roof leaders should not be directed to the steep slope along the eastern edge of the proposed lots as this may erode and destabilize the slope.

6.1 Fill Characterization

For construction of any future residences and other on-site structures, including driveways, only inert, contaminant free fill material shall be obtained from a licensed pit for the development of the severed lots. If requested, the proponent should be prepared to provide proof of the origin and quality of the fill material to ensure the control of pollution and the conservation of land are not adversely affected. Best management practices shall be implemented to maintain water balance and for sediment and erosion control.

The importation of clean granular fill will maintain the recharge capabilities of the site. On-site fill will be graded to allow for infiltration of surface runoff. Permeable fill will maintain, or enhance the recharge characteristics, to ensure the development will have no significant impact on the natural heritage features or impact the hydrologic function of the wetland on adjacent lands.

A Fill Placement, Excavation, Grade Modifications permit will be required from Otonabee Conservation.

The permit will be for the importation of fill greater than 20 m³ and less than 500 m³.

6.2 Soil Erosion Control Measures

During construction, care should be taken to reduce the potential for soil erosion of any stockpiled fill on the property. Erosion rates vary depending on the slope, precipitation, wind (speed, directions, and velocity), and the season of the year. To reduce the potential for soil erosion, work plans should be designed to minimize the length of time and amount of fill that is stockpiled on the property. Stockpiled material should be covered where practical.

Siltation curtains will be installed and maintained around the entire construction area until construction is complete and the site is stabilized to ensure sediment laden runoff does not enter the roadside ditches or have an opportunity to flow towards the wetland and lake.

Care should be taken to avoid excavating within the drip lines of mature deciduous trees to ensure that roots and surrounding soil remain undisturbed. Soil conditions at the base of the trees should not be altered or compacted.

6.3 Grading and Drainage

The driveways will be sloped to convey surface water away as sheet flow where possible in order to minimize channelized flow, erosion and sedimentation.

6.4 Revegetation Plan

Establishment of a vegetative cover on disturbed areas as soon as practical after the completion of the construction will reduce soil loss and improve the appearance of the altered site. Revegetation of the area disturbed by construction should be conducted by seeding or sodding.

7.0 CONCLUSIONS AND RECOMMENDATIONS

The proposed two residential lot development is not anticipated to negatively impact the natural heritage features, potential significant wildlife habitat, unevaluated wetland and woodlands in the adjacent lands, provided avoidance and mitigation measures are followed. The impacts are avoidable and are not anticipated to lead to residual effects if on-site works are completed in accordance with the best management practices and mitigative measures.

Potential impacts are to be avoided by following the avoidance and mitigation measures presented, but not limited to, maintaining a minimum 30 metre vegetation buffer between the southern lot and the forested area to the southeast, developing and implementing an erosion and sediment control plan to prevent contamination of habitat during future construction, as well as limiting any tree removal to the minimal area required for a standard residential driveway. In addition to the feature setback, the following mitigation measures are recommended:

1. Construction activities for driveway and any future residential development shall be limited during the breeding bird season (April 15th to July 31st). During that period, it is recommended that heavy machinery will be minimized on-site. Light duty work, should be acceptable, as these noises are typically heard within existing residential areas. Workers should be vigilant and check work areas for the presence of breeding birds and nests containing eggs and/or young.
2. Erosion and sediment controls are to follow provincial best practices outlined in *Erosion and Sediment Control for Urban Construction Guideline* to prevent contamination of habitat during construction (GGHA CAs 2006).
3. All proposed work should be completed with due diligence and with consideration to minimize adverse effects to the natural environment. Implementation of recommended construction measures will minimize soil erosion during construction:
4. The driveways are to be sloped to convey surface water away as sheet flow where possible in order to minimize channelized flow, erosion and sedimentation.
5. A siltation fence/curtain shall be installed and maintained and remain in place until construction is completed and the site is stabilized to protect the neighbouring vegetated areas from erosion and sedimentation.
6. Implementation of recommended construction measures will minimize soil erosion during construction. These measures include (i) reducing the amount of disturbed and stockpiled soil, (ii) covering stockpiled soil, and (iii) re-seeding immediately upon completion of construction.
7. Best management practices shall be applied to this development by limiting negative impacts by (i) including directional lighting and (ii) no introduction of exotic or invasive species for landscaping.

It is in our opinion that the proposed severance will not negatively impact the natural heritage features, including significant wildlife habitat, species at risk, adjacent wetlands and fish habitat, provided that the mitigation and avoidance measures are implemented.

8.0 STATEMENT OF QUALIFICATIONS

This document was prepared by Grace & Associates Inc., a geological and environmental consulting firm that provides services to meet the demands of government regulations within an urban setting. Grace & Associates Inc. specializes in the principle disciplines of the earth sciences - geology, hydrogeology and engineering. Relocated to Lindsay in 1991 from Brooklin (Whitby), the firm has undertaken numerous geological and environmental studies throughout Ontario, Eastern Canada and South America during the past thirty (30) years. Our services have been provided on many of these studies on behalf of other respected engineering firms, private companies and individuals.

Our environmental consultants have extensive experience in environmental and geological studies, and are constantly upgrading their knowledge of current environmental practices and legislation. The study outlined herein was conducted by an experienced environmental geologist who has received the professional designations of *Professional Geoscientist* by the Association of Professional Geoscientists of Ontario, *Certified Environmental Consultant* by the Environmental Assessment Association and is a *Certified Engineering Technician* by the Ontario Association of Certified Engineering Technicians and Technologists.

The site investigation was conducted by our associate biologists, Mr. John Urquhart M.Sc., Sr. Biologist, Ms. Monique Aarts, Conservation Biologist, and Kaitlyn Hall, Species at Risk Ecologist with Blazing Star Environmental. Mr. Urquhart and Ms. Aarts are qualified Biologist/Ecologists with over 10 years experience completing Environmental Impact Studies and Species at Risk assessments throughout Ontario.

9.0 STATEMENT OF LIMITATIONS

This letter report was prepared by Grace & Associates Inc. for use of the property owner, Mrs. Sharon Moore, and any use of this report by a third party, or reliance upon it for a decision based upon it, is the sole and exclusive responsibility of the third party. Grace & Associates Inc. accepts no responsibility for damages, if any, suffered by any third party as a result of any decisions, actions made, or reliance based upon this report.

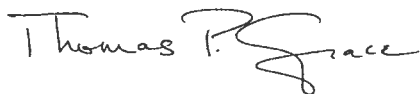
Notwithstanding any provisions with this study to the contrary the obligations and liabilities to Grace & Associates Inc. under the study, whether based upon breach of contract, tort, including negligence, infringement of patents and indemnities, trade secrets or other intellectual property rights, fundamental breach or otherwise, shall be limited in the aggregate to an amount not exceeding the total amount of the fee payment to Grace & Associates Inc. pursuant hereto.

This letter report is based upon the best information available to Grace & Associates Inc. within the time constraints and scope of the assessment. Material presented within this report reflects the best professional judgement of Grace & Associates Inc. personnel given the amount of information available at the time of preparation. This report has been produced using the information supplied by Mrs. Moore, and various government agencies.

- o o o -

We trust the preceding is sufficient for your present needs. Should you have any questions, or require additional information, please do not hesitate to contact the undersigned.

Respectfully submitted,
GRACE & ASSOCIATES INC.



Thomas P. Grace C.E.T., B.Sc., P.Geo.
Environmental Geologist
Principal



cc. Ann Hamilton, Secretary-Treasurer, Land Division, County of Peterborough
Sharon Moore, Proponent

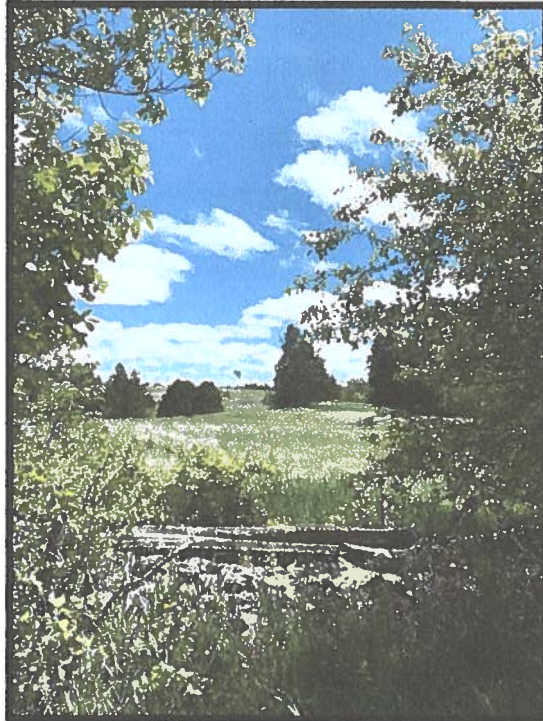
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APPENDIX A

EIS REPORT

**Scoped environmental impact study for proposed severance
for two residential lots on part of Lot 15, Concession 3,
Dummer Township, County of Peterborough**



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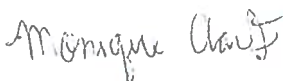
Date submitted: February 9, 2021

Contributors

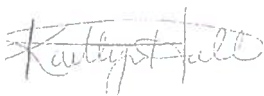
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Table of Contents

Executive summary	vii
Report limitations	xi
1 Purpose	13
Policy framework	13
2 Project description	16
Location and study area	16
Existing site conditions	17
Proposed development conditions	17
Records review	18
Field investigation	20
3 Presence of natural heritage features	20
Significant wetlands	20
Significant woodlands	21
Significant valleylands	21
Areas of natural and scientific interest	21
Fish habitat	21
4 Ecological land classification	22
5 Assessment of the presence of significant wildlife habitat	24
Seasonal concentration areas of animals	24
Rare vegetation communities	27
Specialized habitat for wildlife	29

Habitat for species of conservation concern	31
Animal movement corridors	35
Endangered and threatened species	35
6 Impact assessment.....	40
Significant wildlife habitat.....	40
Species of conservation concern	42
Endangered and threatened species	49
Natural heritage features	52
Summary of avoidance and mitigation measures.....	54
7 Conclusion.....	55
References.....	57
Appendix A: Records review details.....	65
Appendix B: Site visit photos	67
Appendix C: Vegetation inventory.....	72
Appendix D: Incidental wildlife observed during field investigation	73
Appendix E: Proposed site plan	74
Appendix F: Natural heritage features present	75

Table of Tables

Table 1. Summary of SWH presence on and within 120 m of project footprint and residual impact of development.....	viii
Table 2. Summary of SAR habitat presence on and within 120 m of project footprint and residual impact of development.	ix
Table 3. Summary of natural heritage features on and within 120 m of project footprint and residual impact of development.....	xi
Table 4. SAR occurrences within 10 km of project footprint.....	19
Table 5. Summary of required mitigation measures for the lot severance of two residential lots on part of Lot 15, Concession 3, Dummer Township, County of Peterborough.	54
Table 6. SAR occurrences within 10 km of project footprint from NHIC Make A Map tool accessed January 6, 2021.	65
Table 7. Dominant vegetation species observed within study area.....	72
Table 8. Incidental wildlife observed during field investigation June 12, 2020.	73
Table 9. Natural heritage features present or potentially present on the property with associated relevant policies and protection.....	75

Table of Figures

Figure 1. Location of proposed severance within County of Peterborough. ..	16
Figure 2. Study area including proposed severance (yellow) and surrounding 120 m (red).	17
Figure 3. The unevaluated wetlands (blue) and fish habitat (light blue) adjacent to the study area (red).....	22
Figure 4. The study area was classified into 3 vegetation communities: Agriculture - Open Agriculture – Perennial Cover Crops (OAGM2), Dry - Fresh Deciduous Hedgerow Thicket – Native Shrub Deciduous Hedgerow Thicket	

(THDM3-2), and White Cedar – Hardwood Organic Mixed Swamp (SWMO1-1). The mixed swamp wetland boundary is approximate as it was determined based on aerial imagery, and roadside observation.....	23
Figure 5. Locations of SAR observed during field investigation.....	40
Figure 6. The project footprint with vegetation buffer, fish habitat, and unevaluated wetlands applied.	56
Figure 7. Rock pile and fence on the southern edge of southern hay field on perimeter of project footprint (OAGM2).	67
Figure 8. Southern hay field within project footprint (OAGM2).	68
Figure 9. Southern hay field within project footprint (OAGM2).	68
Figure 10. Southern field within project footprint (OAGM2).	69
Figure 11. Southern field, including hedgerow habitat within project footprint (THDM3-2).	69
Figure 12. Eastern meadowlark (center of pink circle) on branch in hedgerow (THDM3-2) adjacent to northern field observed giving a single, sharp 'dzert' note. This territorial call is made when humans or other eastern meadowlarks intrude on their territory (Cornell University 2019).	70
Figure 13. Swamp forest (SWMO1-1) across Fourth Line Road South southeast of the project footprint.	71
Figure 14. Swamp forest (SWMO1-1) southeast across Fourth Line Road South from project footprint.	71
Figure 15. The most recent severance plan at the time of this report prepared by Latitude Geographics Group.	74

Executive summary

This environmental impact study (EIS) outlines the potential impacts of the proposed severance for two residential lots on the surrounding natural heritage features and functions. This EIS provides mitigations for potential negative impacts identified. During the field investigation natural heritage features were identified within 120 m of the project footprint. Identified features that must be protected include seeps and springs, amphibian breeding habitat (woodland), species at risk (SAR) habitat, wetlands, and fish habitat.

A summary of significant wildlife habitat (SWH) present on and within 120 m of the project footprint and the type of anticipated impact are presented in Table 1. A summary of all SAR habitat present on and within 120 m of the project footprint and type of impact is presented in Table 2. A summary of natural heritage features present on and within 120 m of the project footprint and residual impact of development is presented in Table 3.

Potential impacts from the proposed project activities include:

- Loss of bird breeding and foraging habitat (approximately 2 hectares).
- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from development activities and eventual residential activities that may pollute adjacent wetland, potential seep and spring habitat, fish habitat, and amphibian breeding grounds.
- Increased human activity may increase predator populations leading to increased predation of wildlife.
- Incidental mortality of bird offspring caused by nest destruction or disturbance during construction.
- Loss of bat foraging habitat where future development will occur.

Mitigation and avoidance measures to prevent these negative impacts are outlined in this EIS. We conclude that the proposed project, including the mitigation and avoidance measures, will not have a negative impact on the adjacent natural heritage features identified including, SWH, SAR habitat, wetlands, and fish habitat.

Table 1. Summary of SWH presence on and within 120 m of project footprint and residual impact of development.

Significant Wildlife Habitat	Presence on project footprint	Presence within 120 m of footprint	Residual Impact
Waterfowl stopover and staging areas (terrestrial)	X	X	X
Waterfowl stopover and staging areas (aquatic)	X	X	X
Shorebird migratory stopover area	X	X	X
Raptor wintering area	X	X	X
Bat hibernacula	X	X	X
Bat maternity colonies	X	X	X
Turtle wintering areas	X	X	X
Reptile hibernacula	X	X	X
Colonially-nesting bird breeding habitat (bank and cliff)	X	X	X
Colonially-nesting bird breeding habitat (trees/shrubs)	X	X	X
Colonially-nesting bird breeding habitat (ground)	X	X	X
Colonial Waterbird Nesting Area	X	X	X
Migratory butterfly stopover areas	X	X	X
Landbird migratory stopover areas	X	X	X
Deer winter congregation areas	X	X	X
Cliff and talus slopes	X	X	X
Sand barren	X	X	X
Alvar	X	X	X
Old growth forest	X	X	X
Savannah	X	X	X
Tallgrass prairie	X	X	X
Other rare vegetation communities	X	X	X
Waterfowl nesting area	X	X	X
Bald eagle and osprey nesting, foraging and perching habitat	X	X	X

Woodland raptor nesting habitat	X	X	X
Turtle nesting areas	X	X	X
Seeps and springs	X	P	None (with mitigation)
Amphibian breeding habitat (woodland)	X	P	None (with mitigation)
Amphibian breeding habitat (wetlands)	X	X	X
Woodland area-sensitive breeding habitat	X	X	X
Marsh breeding bird habitat	X	X	X
Open country bird breeding habitat	X	X	X
Shrub/early successional bird breeding habitat	X	X	X
Terrestrial crayfish	X	X	X
Amphibian movement corridors	X	X	X

✓ - Suitable SAR habitat is present

P - Suitable SAR habitat is potentially present

X - Suitable SAR habitat not present

Table 2. Summary of SAR habitat presence on and within 120 m of project footprint and residual impact of development.

Species at Risk	Suitable habitat on project footprint	Suitable habitat within 120 m of footprint	Residual impact on habitat
Bank swallow	X	X	X
Barn Swallow	X	X	X
Black tern	X	X	X
Blanding's turtle	X	X	X
Bobolink	✓	✓	None (with mitigation)
Butternut	X	✓	None (with mitigation)
Canada Warbler	X	P	None (with mitigation)
Cerulean warbler	X	X	X

Common five-lined skink	X	X	X
Eastern hog-nosed snake	X	X	X
Eastern meadowlark	✓	✓	None (with mitigation)
Eastern musk turtle	X	X	X
Eastern ribbonsnake	X	X	X
Eastern whip-poor-will	X	X	X
Eastern wood-pewee	P	P	None (with mitigation)
Golden-winged warbler	X	X	X
Grasshopper sparrow	P	P	None (with mitigation)
Least bittern	X	X	X
Little brown myotis	X	P	None (with mitigation)
Loggerhead shrike	X	X	X
Monarch	P	P	None (with mitigation)
Northern map turtle	X	X	X
Northern myotis	X	P	None (with mitigation)
Olive-sided flycatcher	X	X	X
Pale-bellied frost lichen	X	X	X
Tri-colored bat	X	P	None (with mitigation)
Red-headed woodpecker	X	P	None (with mitigation)
Rusty blackbird	X	X	X
Short-eared owl	X	X	X
Snapping turtle	X	P	None (with mitigation)
Wood thrush	P	P	None (with mitigation)

✓ - Suitable SAR habitat is present

P - Suitable SAR habitat is potentially present

x

X - Suitable SAR habitat not present

Table 3. Summary of natural heritage features on and within 120 m of project footprint and residual impact of development.

Natural heritage features	Present on project footprint	Present within 120 m of footprint	Residual impact on habitat
Significant wetlands	X	X	X
Significant woodlands	X	X	X
Significant valleylands	X	X	X
Areas of natural and scientific interest	X	X	X
Fish habitat	X	✓	None (with mitigation)

✓ - Natural heritage feature is present

X - Natural heritage feature is not present

Report limitations

This section describes the degree to which Blazing Star Environmental was able to make conclusions on each of the deliverables and any associated limitations of this scoped EIS. Any changes to the proposed project activities as described in this EIS render these conclusions invalid and will require an update to all relevant sections.

Given the dynamic character of the natural environment, and regular changes to policy (i.e., new species listing), consideration is recommended in the interpretation of potential presence of threatened or endangered species as protected under the *Endangered Species Act* (ESA).

This EIS was informed by the most recent policy information however, it is not intended to act as a long-term assessment of potential SAR. The ESA is a 'proponent-driven' piece of legislation and it is the responsibility of the landowner/developer to ensure compliance with the regulations made under this act. To ensure that a considerable length of time and/or sudden change in policy have not occurred prior to construction, it is recommended that a

review of the assessment provided within this report be undertaken by a qualified biologist to ensure compliance with the ESA at that time.

All current threatened or endangered species listed under O. Reg. 230/08 made under the ESA with a currency date of February 9, 2021 have been considered for this EIS.

The focus of this work was to assess the presence of potential SAR habitat. Suitable habitat was found for the following threatened and endangered species: bobolink, eastern meadowlark, little brown myotis, northern myotis, and tri-colored bat. The purpose was not to confirm SAR habitat use as this would have required significantly more survey effort and is outside of the project scope. Therefore, wherever potential SAR habitat exists, the SAR is assumed to be present. Mitigations are proposed assuming the SAR is present. The impacts were assessed as though the mitigations were applied. The recommended mitigations for SAR habitat can be avoided if surveys are conducted following appropriate survey protocol and species absence is confirmed by a qualified biologist.

In addition, biologists were not able to visit all habitat within 120 m of the project footprint during appropriate time to confirm all types of SWH. To confirm SWH, the site visit must take place when species are completing specific life stages according to the Significant Wildlife Habitat Criteria Schedules (SWHCS) for Ecoregion 6E. These life stages include breeding, nesting, migrating, etc. Therefore, potential SWH are discussed in this report. Potentially present habitat types that cannot be confirmed within the survey timeframe include amphibian breeding habitat (woodland). Mitigations are proposed assuming the SWH is present. The impacts were assessed as though the mitigations were applied.

1 Purpose

This EIS summarizes the results of a site investigation and analysis conducted by Blazing Star Environmental to determine potential impacts to natural heritage features and functions present on and within 120 m of a proposed severance for two residential lots within part of Lot 15, Concession 3, Dummer Township, County of Peterborough. Potential impacts to natural heritage features that do or may exist on the site are discussed and mitigation and avoidance measures are provided, where necessary.

Policy framework

This EIS has been undertaken to meet the requirements of governing policies developed to protect natural features and functions. This section lists the policies and legislation that apply to the protection of natural heritage features within the study area and supporting guidance documents and resources respective to each policy.

Provincial Policy Statement, 2020

The Provincial Policy Statement (PPS) (2020) provides policy direction on land use planning and development in Ontario. The PPS encourages improved land use planning and management to achieve a more effective and efficient system. The goal of the PPS is to provide appropriate development while protecting the environment and public health and safety. The PPS protects natural heritage features and states that in Ecoregions 6E development and site alteration shall not be permitted in significant wetlands, significant woodlands, significant valleylands, SWH, areas of natural and scientific interest (ANSI), significant coastal wetlands, fish habitat, and habitat of endangered species and threatened species, except in accordance with provincial and federal requirements (Government of Ontario 2020b).

Potential and confirmed natural heritage features on and within 120 m of the project footprint that are protected by the PPS include: seeps and springs, amphibian breeding habitat (woodland), endangered and threatened species habitat, wetlands, and fish habitat. Any future development must abide by the PPS.

County of Peterborough Official Plan, 1994

The natural environment goal of the County of Peterborough Official Plan (1994) is to protect and enhance significant natural heritage and hydrologic features, areas, and functions in the municipality. This plan states that development or site alteration shall not be permitted within SWH, fish habitat, endangered or threatened species habitat, or wetlands. The vegetation protection zone required for the protection of natural heritage or hydrologic features and their ecological functions shall not be less than 30 metres. The natural heritage system shall be retained and enhanced wherever possible. Protected key natural heritage features include locally and provincially significant wetlands, endangered and threatened species habitat, significant woodlands, significant valleylands, SWH, fish habitat, surface and ground water features, and ANSI (County of Peterborough 1994a).

The County of Peterborough Official Plan is relevant to this EIS as the study area contains SWH (seeps and springs, and amphibian breeding habitat), threatened species habitat, wetlands, and potential fish habitat.

A Place to Grow - Growth Plan for the Greater Golden Horseshoe, 2020

The Growth Plan for the Greater Golden Horseshoe (2020) is "the Ontario government's initiative to plan for growth and development in a way that supports economic prosperity, protects the environment, and helps communities achieve a high quality of life" (MOI 2020). This regional plan requires a 30 m vegetation protection buffer surrounding key natural heritage and hydrologic features, fish habitat, and woodlands. Since the project footprint contains potential fish habitat within 120 m, the vegetation protection buffer applies.

Endangered Species Act, 2007

The ESA (2007) protects species classified as threatened or endangered as well as their habitat and promotes the recovery of SAR in Ontario. The ESA states that no person shall kill, harm, harass, capture, collect, buy, or sell a species listed as SAR in Ontario. The ESA also states that no person shall damage or destroy the habitat of a species listed as SAR in Ontario (Government of Ontario 2007).

The presence of suitable habitat for threatened and endangered species were assessed as part of this study. Bobolink, eastern meadowlark, little brown myotis, northern myotis, and tri-colored bat and their habitat were confirmed on the project footprint.

Conservation Authorities Act, 2019

The Conservation Authorities Act (2019) provides services that conserve, restore, develop, and manage the natural resources in Ontario's watersheds (Government of Ontario 2020a). The project footprint is located within Otonabee Region Conservation's jurisdiction.

The wetlands within 120 m of the project footprint are protected by the Conservation Authorities Act and if development is to occur in the future it must remain in compliance with the act.

Migratory Birds Convention Act, 1994

The purpose of the *Migratory Birds Convention Act* (MBCA) (1994) is to protect and conserve migratory birds and their nests. The MBCA prohibits the killing, capturing, injuring, taking, or disturbing of migratory birds or the damaging, destroying, removing, or disturbing of nests (Government of Canada 1994).

The presence of migratory birds and their nests on the study area was assessed as part of this study.

Fisheries Act (1985)

The purpose of the *Fisheries Act* (1985) is to prevent any potential impacts to fish and/or fish habitat, including lakes, watercourses, and other water containing fish. The *Fisheries Act* self-assessment is now required for any projects near water that could potentially impact fish or fish habitat (www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html). If impact to fish or fish habitat is deemed unavoidable, the project should be submitted to the Department of Fisheries and Oceans for review and recommendations (Government of Ontario 1985).

Wetland habitat within the study area may provide fish habitat.

2 Project description

Location and study area

The proposed severance is located on Lot 15, Concession 3, Dummer Township within the County of Peterborough (Figure 1). The proposed severance is within the southeastern corner of the property, fronting South Dummer 4th Line Road (Figure 2).

At the time of the site visit the location of the severance was undecided. The landowner was considering two locations including the southeastern field and the northeastern field. Both locations, and adjacent 120 m were assessed during the site visit. The landowner has since decided to locate the severance in the southeastern field fronting South Dummer Fourth Line Road. Therefore, only data collected within 120 m (aside from supporting SAR data) of the selected location is presented in this EIS. Several SAR observations from outside of the final study area are included in the report because they inform likelihood of SAR habitat within the study area.



Figure 1. Location of proposed severance within County of Peterborough.

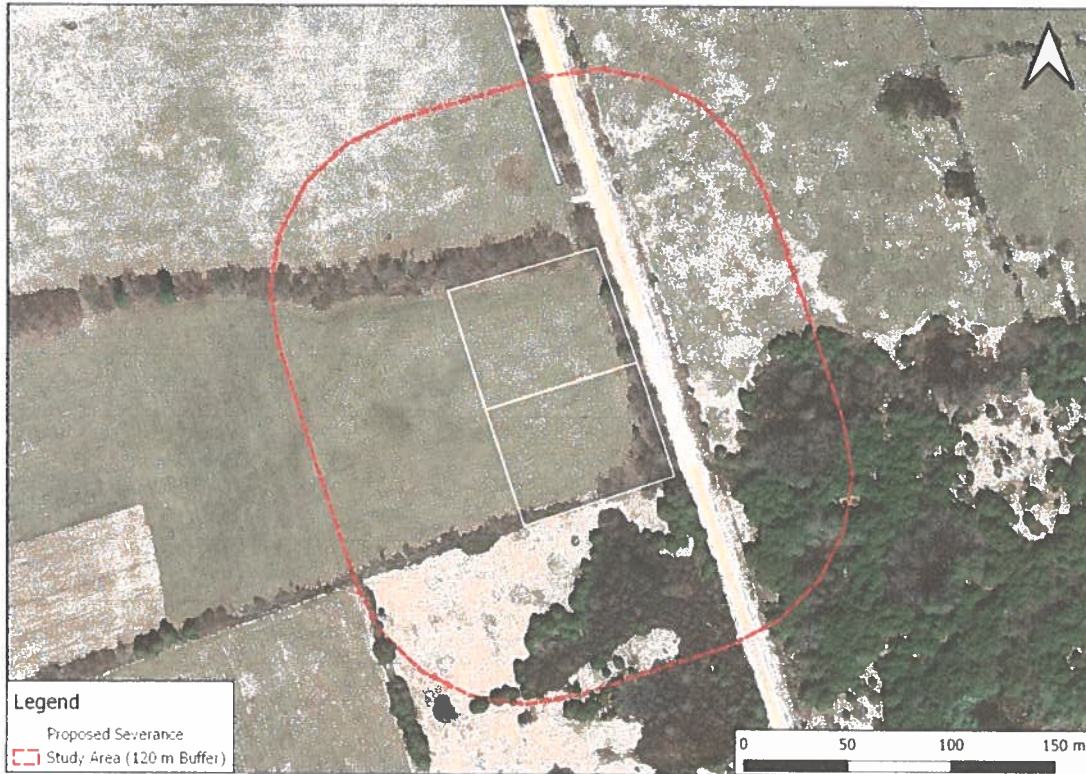


Figure 2. Study area including proposed severance (yellow) and surrounding 120 m (red).

Existing site conditions

The land for the proposed lot severance is approximately 0.81 hectares (2 acres) with a 1,717 ft perimeter. The project footprint is within an agricultural field, which was planted in hay during the time of the field investigation (Appendix B, Figure 8-10). The field is lined with mature deciduous treed hedgerows (Appendix B, Figure 11). There are no structures on the project footprint.

The study area is designated as rural in the County of Peterborough Official Plan (County of Peterborough 1994b).

Proposed development conditions

The assessment of anticipated impacts of the proposed severance is based on the project information provided by Grace & Associates Inc. Should the

development plan change from what is currently understood (described below), conclusion on the extent of the impacts on natural heritage features, and respective mitigations, will need to be revised. Figure 2 within Section 2.1 depicts the proposed building area.

The landowner plans to sever the property for two residential lots, fronting South Dummer Fourth Line Road. Construction plans are currently unknown.

Records review

Before initiating the field investigation, a records review was completed to identify the presence of natural heritage features and provincial SAR, located within 10 km of the project footprint. The following resources were used:

- eBird (Cornell Lab of Ornithology 2020)
- iNaturalist (iNaturalist 2020)
- Make A Map: Natural Heritage Areas (OMNRF 2014a)
- Ontario Breeding Bird Atlas (BSC et al. 2009)
 - Squares: 12TQK31-33, 12TQK 22-23, 12TQK62
- Ontario Reptile and Amphibian Atlas (Ontario Nature 2020b)
 - Squares: 12TQK31-33, 12TQK 22-23, 12TQK62

All SAR occurrences retrieved are outlined in Table 4. Habitat suitability and impact assessment were considered for all SAR identified in this records review.

Two types of SWH were identified in the records review including: colonial waterbird nesting area and mixed wader nesting colony. Habitat suitability and impact assessment were considered for these and all other potential SWH outlined in the SWHCS for Ecoregion 6E (OMNRF 2015). Further details of the records review are included in Appendix A.

Table 4. SAR occurrences within 10 km of project footprint.

Common name	Scientific name	Provincial status
Bank swallow	<i>Riparia riparia</i>	Threatened
Black tern	<i>Chlidonias niger</i>	Special concern
Blanding's turtle	<i>Emydoidea blandingii</i>	Threatened
Bobolink	<i>Dolichonyx oryzivorus</i>	Threatened
Butternut	<i>Juglans cinerea</i>	Endangered
Canada warbler	<i>Cardellina canadensis</i>	Special concern
Cerulean warbler	<i>Setophaga cerulea</i>	Threatened
Common five-lined skink	<i>Plestiodon fasciatus pop. 2</i>	Special concern
Eastern hog-nosed snake	<i>Heterodon platirhinos</i>	Threatened
Eastern meadowlark	<i>Sturnella magna</i>	Threatened
Eastern musk turtle	<i>Sternotherus odoratus</i>	Special concern
Eastern ribbonsnake	<i>Thamnophis sauritus</i>	Special concern
Eastern whip-poor-will	<i>Antrostomus vociferus</i>	Threatened
Eastern wood-pewee	<i>Contopus virens</i>	Special concern
Golden-winged warbler	<i>Vermivora chrysoptera</i>	Special concern
Grasshopper sparrow	<i>Ammodramus savannarum</i>	Special concern
Least bittern	<i>Ixobrychus exilis</i>	Threatened
Loggerhead shrike	<i>Lanius ludovicianus</i>	Endangered
Northern map turtle	<i>Graptemys geographica</i>	Special concern
Olive-sided flycatcher	<i>Contopus cooperi</i>	Special concern
Pale-bellied frost lichen	<i>Physconia subpallida</i>	Endangered
Red-headed woodpecker	<i>Melanerpes erythrocephalus</i>	Special concern

Rusty Blackbird	<i>Euphagus carolinus</i>	Special concern
Short-eared owl	<i>Asio flammeus</i>	Special concern
Snapping turtle	<i>Chelydra serpentina</i>	Special concern
Wood thrush	<i>Hylocichla mustelina</i>	Special concern

Field investigation

The field investigation took place on June 12, 2020 and was conducted by Monique Aarts (Conservation Biologist) and Michelle Hill (Terrestrial and Wetland Ecologist). As mentioned in Section 2.1, the severance location was not finalized at the time of the site visit. Therefore, both potential severance locations and adjacent 120 m were assessed. Only findings within 120 m of the final severance location, the southeastern field, will be presented in this report, with the exception of confirmed SAR located outside of the study area. The field investigation included the following surveys:

- Ecological land classification (ELC) was completed following 2008 ELC standards (Lee et. al. 1998).
- Two unevaluated wetland boundaries were delineated following the Ontario Wetland Evaluation System (OMNRF 2013a) guidelines for wetland delineation by certified wetland evaluators Monique Aarts and Michelle Hill. These wetlands are outside of the final study area.
- Surveys to assess suitability of SWH and SAR habitat.
- Incidental observations of wildlife species were recorded during all field investigation surveys and can be found in Appendix D.

3 Presence of natural heritage features

Significant wetlands

There are no provincially or locally significant wetlands on or within 120 m of the project footprint according to the OMNRF 'Make A Map: Natural Heritage Areas' website and the official plan of the township of Douro-Dummer schedule 'A4-2' land use and transportation Dummer ward (City of Peterborough 1994). There is an unevaluated wetland complex located south and southeast of the project footprint (Figure 3). Since this wetland is located on a neighbouring property, the site was not accessed. The wetland boundaries presented in Figure 3 are approximate and were determined using a combination of aerial imagery roadside plant observations (Figure 13-14). The following species were recorded from Fourth Line Road South: silver maple (*Acer saccharinum*),

eastern white cedar (*Thuja occidentalis*), willow spp. (*Salix spp.*), and trembling aspen (*Populus tremuloides*). According to the Ontario Wetland Evaluation System the plants listed are all wetland species (OMNRF 2014b).

Significant woodlands

The County of Peterborough Official Plan does not provide criteria for defining Significant Woodlands. Woodland significance was assessed using provincial definitions and criteria available in the PPS and the Natural Heritage Reference Manual (OMNR 2010). Woodland size was evaluated based on the percent of woodland cover for the planning area, the local municipality of Douro-Dummer, as defined by the County of Peterborough Official Plan. The woodland within the study area is approximately 7 hectares, the woodland percent cover for this municipality is > 15%. Based on the significant woodland size criteria the woodland within the study area is not significant.

Significant valleylands

There are no significant valleylands on or within 120 m of the project footprint as defined by the County of Peterborough Official Plan (County of Peterborough 1994a).

Areas of natural and scientific interest

There are no ANSI present on or within 120 m of the project footprint according to the OMNRF 'Make A Map: Natural Heritage Areas' website (OMNRF 2014a) and County of Peterborough Official Plan (County of Peterborough 1994a).

Fish habitat

There may be fish habitat present within 120 m of the project footprint based on aerial imagery. The swamp located southeast of the project footprint contains a network of pools and watercourses that may be used by fish (Figure 3).

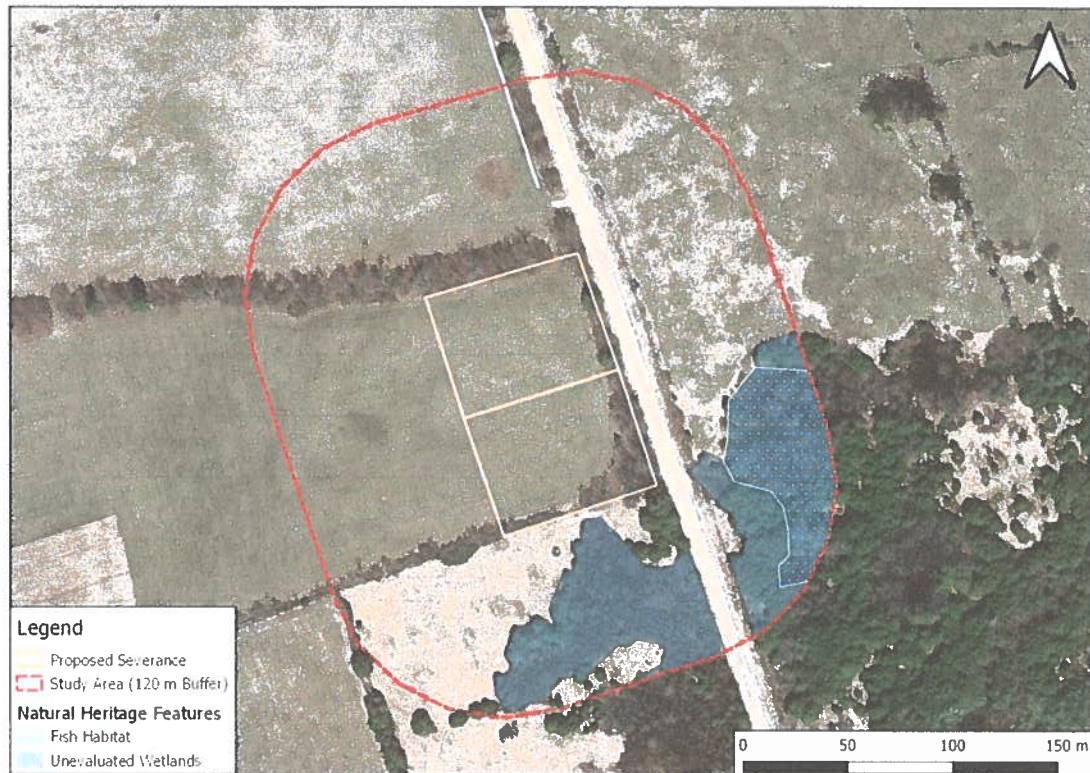


Figure 3. The unevaluated wetlands (blue) and fish habitat (light blue) adjacent to the study area (red).

4 Ecological land classification

Ecosystem descriptions and species lists are provided in this section. Photos of each ecosite were taken during the field investigation (Appendix B, Figure 8-11, 13-14). Natural vegetation communities identified on the study area are illustrated in Figure 4. The three vegetation communities identified on the project footprint include open agriculture, deciduous thicket, and mixed swamp Ecosites. An annotated plant species list of dominant plant species is presented in Appendix C.



Figure 4. The study area was classified into 3 vegetation communities: Agriculture - Open Agriculture – Perennial Cover Crops (OAGM2), Dry - Fresh Deciduous Hedgerow Thicket – Native Shrub Deciduous Hedgerow Thicket (THDM3-2), and White Cedar – Hardwood Organic Mixed Swamp (SWMO1-1). The mixed swamp wetland boundary is approximate as it was determined based on aerial imagery, and roadside observation.

Open agriculture

Open agriculture – perennial cover crops (OAGM2)

Open agriculture communities are characterized by crop type and substrate texture (Lee et. al. 1998). The main vegetation community within the project footprint is dominated by grass spp. (*Poaceae spp.*), oxeye daisy (*Leucanthemum vulgare*), red clover (*Trifolium pratense*), and birdsfoot trefoil (*Lotus corniculatus*). The soil texture in the area is dummer loam and is well drained (OMAFRA 2020). Photos of this ecotype can be found in Appendix B, Figure 8-10.

Deciduous thicket

Dry - fresh native shrub deciduous hedgerow thicket (THDM3-2)

Deciduous thicket communities are characterized by dominant deciduous shrub species and deciduous cover >75% (Lee et. al. 1998). The hedgerow along the boundary of the project footprint is dominated by white elm (*Ulmus laevis*) and American basswood (*Tilia americana*). Photos of this ecotype can be found in Appendix B, Figure 11.

Mixed swamp

White cedar – hardwood organic mixed swamp (SWMO1-1)

Mixed swamp communities are characterized by a tree cover of > 25% and trees that are > 5 m tall (Lee et. al. 1998). Both deciduous and coniferous tree species make up > 25% of the canopy cover. The main vegetation community seen from Fourth Line Road South is a mixture of eastern white cedar (*Thuja occidentalis*), silver maple (*Acer saccharinum*), trembling aspen (*Populus tremuloides*), American basswood (*Tilia americana*), and willow spp. (*Salix* spp.). Photos of this ecotype can be found in Appendix B, Figure 13-14.

5 Assessment of the presence of significant wildlife habitat

This section identifies the types of SWH present, likely present or absent on and within 120 m of the project footprint. Each present or likely present SWH is discussed in the Impact Assessment section. Criteria recommended by the province, SWHCS for Ecoregion 6E were used to evaluate the site for any habitat of significance. The SWHCS supports the Natural Heritage Reference Manual (OMNR 2010) and provides information on the identification, description, and prioritization of SWH. The five categories for evaluation of SWH and a review of each are provided below.

Seasonal concentration areas of animals

Waterfowl stopover and staging areas (terrestrial)

Suitable habitat does not occur on or within 120 m of the project footprint, matching the criteria listed in the SWHCS Table 1.1. Specifically, the criteria

ELC ecosite codes listed are not present on or within 120 m of the project footprint.

Waterfowl stopover and staging areas (aquatic)

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the criteria ELC ecosite codes listed are not present. There are no ponds, marshes, lakes, bays, coastal inlets, or watercourses to provide adequate food to replenish energy reserves, resting areas, and cover from predators.

Shorebird migratory stopover area

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the criteria ELC ecosite codes listed are not present on or within 120 m of the project footprint and does not include important features for shorebird migratory stopover areas.

Raptor wintering area

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the combination and size of fields and woodlands that provide roosting, foraging, and resting habitats for wintering raptors are not present.

Bat hibernacula

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, there are no hibernacula features including caves, mine shafts, underground foundations, and karsts.

Bat maternity colonies

Suitable habitat does not occur on or within 120 m of the project footprint. Specifically, there is no habitat that matches the criteria listed in the SWHCS Table 1.1. There are no mature deciduous or mixed forest stands present.

Turtle wintering areas

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the criteria ELC ecosite codes listed are not present on or within 120 m of the project footprint.

Reptile hibernacula

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Although a rock pile is present on the southern field along the southern project footprint boundary it likely does not extend to the frost line, a requirement of reptile hibernacula.

Colonially-nesting bird breeding habitat (bank and cliff)

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the ELC ecosite codes that make up this habitat type are not present and there are no eroding banks, sandy hills, borrow pits, steep slopes, sand piles, cliff faces, bridge abutments, silos, or barns present on or within 120 m of the project footprint.

Colonially-nesting bird breeding habitat (trees/shrubs)

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, there are no eroding banks, sandy hills, burrow pits, steep slopes, sand piles, cliff faces, or silos.

Colonially-nesting bird breeding habitat (ground)

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the criteria ELC ecosite codes listed are not present and the study area does not contain rocky islands, peninsulas, or fields near a large water body or watercourses.

Migratory butterfly stopover areas

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the study area is not located within 5 km of Lake Ontario.

Landbird migratory stopover areas

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the criteria ELC ecosite codes listed are not present and the study area is unsuitable for migratory landbird stopover areas because it is not located within 5 km of Lake Ontario.

Deer yarding areas

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, the criteria ELC ecosite codes listed are not present on or within 120 m of the project footprint, and there is limited browse available for foraging.

Deer winter congregation areas

Suitable habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.1. Specifically, there are no woodlots >100 ha present on or within 120 m of the project footprint.

Rare vegetation communities

Cliff and talus slopes

This rare vegetation community does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.1. Specifically, the ELC ecosite codes that make up this habitat type are not present on or within 120 m of the project footprint.

Sand barren

This rare vegetation community does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS

Table 1.2.1. Specifically, the ELC ecosite codes that make up this habitat type are not present on or within 120 m of the project footprint.

Alvar

This rare vegetation community does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.1. Specifically, the ELC ecosite codes that make up this habitat type are not present on or within 120 m of the project footprint.

Old growth forest

This rare vegetation community does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.1. Specifically, the criteria ELC ecosite codes listed are not present on or within 120 m of the project footprint.

Savannah

This rare vegetation community does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.1. Specifically, the ELC ecosite codes that make up this habitat type are not present on or within 120 m of the project footprint.

Tallgrass prairie

This rare vegetation community does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.1. Specifically, the ELC ecosite codes that make up this habitat type are not present on or within 120 m of the project footprint.

Other rare vegetation communities

There are no other rare vegetation communities on or within 120 m of the project footprint. Communities that have a Provincial Rank of S1 to S3 are considered rare (OMNRF 2015). According to ELC mapping of the site completed (Figure 4), none of the vegetation communities within the site that have been ranked by the Natural Heritage Information Centre (NHIC), have an S-rank of S1 to S3.

Specialized habitat for wildlife

Waterfowl nesting area

This specialized habitat is not present on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.2. Specifically, the criteria ELC ecosite codes listed are not present on or within 120 m of the project footprint and the study area is not adjacent to a provincially significant wetland.

Bald eagle and osprey nesting, foraging, and perching habitat

This specialized habitat does not occur on or within 120 m of the project footprint. Specifically, bald eagles nest in mature forests containing super-canopy trees adjacent to large productive waterbodies (Armstrong 2014). Osprey nests are also associated with large lakes or marshes. This specialized habitat is not present on or within 120 m of the project footprint. Evidence of bald eagles and/or osprey nests were not observed during the site visits.

Woodland raptor nesting habitat

This specialized habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.2. Specifically, the forested habitat does not contain > 30 hectares woodland forest with > 10 hectares of interior forest as specified in the SWHCS Table 1.2.2.

Turtle nesting areas

This specialized habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.2. Specifically, the criteria ELC ecosite codes listed are not present on or within 120 m of the project footprint.

Seeps and springs

This specialized habitat may occur within 120 m of the project footprint. We did not have permission to access the property to assess the wetland to the southeast of the project footprint, the habitat may match the criteria listed in the SWHCS Table 1.2.2. No seeps or springs were observed during the field investigation.

Amphibian breeding habitat (woodland)

This specialized habitat may occur within 120 m of the project footprint, as the habitat east of Fourth Line Road South might match the criteria listed in the SWHCS Table 1.2.2. Specifically, there are vernal pools present within 120 m of the project footprint that meets the minimum size criteria ($>500 \text{ m}^2$, 25 m diameter) as seen from aerial imagery.

Amphibian breeding habitat (wetlands)

This specialized habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.2.2. Specifically, there are no non-treed wetlands present within 120 m of the project footprint that meet the minimum size criteria ($>500 \text{ m}^2$, 25 m diameter).

Woodland area-sensitive breeding habitat

This specialized habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the size criteria listed in the SWHCS Table 1.2.2.

Marsh breeding bird habitat

This specialized habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.3. Specifically, the criteria ELC ecosite codes listed are not present on or within 120 m of the project footprint.

Open country bird breeding habitat

This specialized habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.3. Specifically, there is no grassland habitat that meets the minimum size criteria (>30 hectares) that is not actively farmed.

Shrub/early successional bird breeding habitat

This specialized does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.3. Specifically, there are no large fields that are in succession to shrub and thicket habitats >10 hectares in size.

Terrestrial crayfish

This specialized habitat does not occur on or within 120 m of the project footprint, as the habitat does not match the criteria listed in the SWHCS Table 1.3. The site is outside of the known terrestrial crayfish (*Fallicambarus fodiens*) range in Ontario (Crandall 2010).

Habitat for species of conservation concern

Black tern (special concern)

No suitable habitat for black tern (*Chlidonia niger*) occurs on or within 120 m of the project footprint. Black terns live in shallow marshes, especially in cattails where they build floating nests in loose colonies (MECP 2020a). There are no shallow marshes on or within 120 m of the project footprint. No observations of black tern, or signs of their presence, were found during the field investigation.

Canada warbler (special concern)

Suitable habitat for Canada warbler (*Cardellina canadenses*) may occur within 120 m of the project footprint in the south east corner of forest swamp (MECP 2021a). Canada warbler breeds in well-developed dense shrub layered deciduous or coniferous wet forest types. Canada warbler nests on or close to the ground on roots or mossy logs, along stream banks or on hummocks, often hidden by the dense shrub layer. No observations of Canada warbler, or signs of their presence, were found during the field investigation.

Common five-lined skink (special concern)

No suitable habitat for common five-lined skink (*Plestiodon fasciatus*) occurs on or within 120 m of the project footprint. Common five-lined skinks use rocky outcrops within mixed coniferous or deciduous forests with loose cover rocks on exposed bedrock (Howes and Loughheed 2004). There are no rocky outcrops on or within 120 m of the project footprint. No observations of common five-lined skink, or signs of their presence, were found during the field investigation.

Eastern musk turtle (special concern)

No suitable habitat for eastern musk turtle (*Sternotherus odoratus*) occurs on or within 120 m of the project footprint. Eastern musk turtles commonly use

stagnant or slow-moving shallow wetlands connected to larger permanent waterbodies including lakes, ponds, marshes, rivers, and streams (Edmonds 2002). This species requires water with abundant emergent, floating, and submerged aquatic vegetation for cover, foraging, refuge, and thermoregulation (Environment Canada 2016). No observations of eastern musk turtle, or signs of their presence, were found on or within 120 m of the project footprint.

Eastern ribbonsnake (special concern)

No suitable habitat for eastern ribbonsnake (*Thamnophis sauritus*) occurs in or within 120 m of the project footprint. Eastern ribbonsnakes are a semi-aquatic species mostly found close to water, including wetlands, lakes, and rivers, that are near adjacent terrestrial habitat. The waterbodies must have shallow water, and low, dense shoreline vegetation (COSEWIC 2002). This habitat is not present within on or 120 m of the project footprint. No observations of eastern ribbonsnakes, or signs of their presence, were found on or within 120 m of the project footprint.

Eastern wood-pewee (special concern)

Suitable habitat for eastern wood-pewee (*Contopus virens*) may occur within 120 m of the project footprint as there is a forested area south east of the project footprint that fits the required habitat description. Eastern wood-pewees live and nest in the mid-canopy layer of forest clearings and edges of intermediate-age mature deciduous and mixed forests with little understory (COSEWIC 2012a). The treed areas within the study area contain forest edges and clearings. No observations of eastern wood-pewee, or signs of their presence, were found on the project footprint during the field investigation.

Golden-winged warbler (special concern)

Suitable habitat for golden-winged warbler (*Vermivora chrysoptera*) does not occur on or within 120 m of the project footprint. Golden-winged warblers require large forest landscapes (~28 x 28 km) and do not typically occur in highly fragmented, urbanized or agricultural landscapes (Environment Canada 2014). No observations of golden-winged warbler, or signs of their presence, were found on the project footprint during the field investigation.

Grasshopper sparrow (special concern)

Suitable habitat for grasshopper sparrow (*Ammodramus savannarum*) may occur on and within 120 m of the project footprint. Grasshopper sparrows live in open grassland, hayfields and pasture areas with well-drained, sandy soil (MECP 2021b). Their small cup-like nests are woven from grasses and hidden in the field. No observations of grasshopper sparrow, or signs of their presence, were found on the project footprint during the field investigation.

Monarch (special concern)

Suitable habitat for monarch (*Danaus plexippus*) may occur on and within 120 m of the project footprint. Adult butterflies can be found in a range of habitats that provide wildflowers to feed on. Any nectar producing flower will attract adult monarchs. A preferred nectar plant of the monarch is *asteraceae*, or sunflower and daisy, family of plants (Nature Canada 2017). Oxeye daisy was found throughout the project footprint as well as red clover and birdsfoot trefoil. No observations of monarch, or signs of their presence, were found on the project footprint during the field investigation.

Northern map turtle (special concern)

Suitable habitat for northern map turtle (*Graptemys geographica*) does not occur on or within 120 m of the project footprint. Northern map turtles live in large lakes and rivers with slow moving water and soft bottoms. The habitat must have a high-quality water source to support mollusc production for female consumption (Ontario Nature, 2021). This habitat is not present on or within 120 m of the project footprint. No observations of northern map turtle, or signs of their presence, were found on the project footprint during the field investigation.

Olive-sided flycatcher (special concern)

Suitable habitat for olive-sided flycatcher (*Contopus cooperi*) does not occur on or within 120 m of the project footprint. Olive-sided flycatcher habitat is different across the region. In eastern Canada Olive-sided flycatcher often occur in open habitats such as muskeg, bogs and swamps dominated by spruce (*Picea* spp.) and tamarack (*Larix laricina*) (COSEWIC 2018a). No observations of olive-sided flycatcher, or signs of their presence, were found on the project footprint during the field investigation.

Red-headed woodpecker (special concern)

Suitable habitat for red-headed woodpecker (*Melanerpes erythrocephalus*) may occur within 120 m of the project footprint as there is a forested area south east of the project footprint that may have dead trees and snags, which the red-headed woodpecker use to nest in and perch on (MECP 2021c). No observations of red-headed woodpecker, or signs of their presence, were found on the project footprint during the field investigation.

Rusty blackbird (special concern)

Suitable habitat for rusty blackbird (*Euphagus carolinus*) does not occur on or within 120 m of the project footprint. Breeding habitat for rusty blackbirds occurs in coniferous dominated forests with wetlands such as bogs, marshes and beaver ponds nearby (MECP 2021d). No observations of rusty blackbird, or signs of their presence, were found on the project footprint during the field investigation.

Short-eared owl (special concern)

Suitable habitat for short-eared owl (*Asio flammeus*) does not occur on or within 120 m of the project footprint. There is no open grassland, marshes or tundra for ground nesting (MECP 2021e). The project footprint is not within known scattered distribution in Ontario. No observations of short-eared owl, or signs of their presence, were found on the project footprint during the field investigation.

Snapping turtle (special concern)

Suitable habitat for snapping turtle (*Chelydra serpentina*) may occur within 120 m of the project footprint as there is a forested area south east of the project footprint that may have a wet area which snapping turtles may live in. Snapping turtles breed, forage, and hibernate in wetlands (ECCC 2016), preferring shallow waters with leaf littered soft, muddy bottoms to hide under (MECP 2021f). No observations of snapping turtle, or signs of their presence, were found on the project footprint during the field investigation.

Wood thrush (special concern)

Suitable habitat for wood thrush (*Hylocichla mustelina*) may occur within 120 m of the project footprint as there is a forested area south east of the project footprint that fits the habitat description required. Wood thrush nest in mature

moist deciduous and mixed forests with well-developed undergrowth of variable sizes. Wood thrush build their nests in living saplings, shrubs, or trees, such as sugar maple (COSEWIC 2012b). In addition, wood thrush prefers nesting in large forest mosaics (Weinberg and Roth 1998). No observations of wood thrush, or signs of their presence, were found on the project footprint during the field investigation.

Animal movement corridors

Amphibian movement corridors

Suitable habitat does not occur on or within 120 m of the project footprint. Specifically, there is no water on or within 120 m of the project footprint which is associated with amphibian movement corridors between breeding and summer habitat as described in the SWHCS Table 1.4.1. Additionally, there is no woodland habitat that is 200 m wide with gaps <20 m.

Deer movement corridors

Suitable habitat does not occur on or within 120 m of the project footprint since deer wintering areas do not occur on or within 120 m from the project footprint.

Endangered and threatened species

Bank swallow (threatened)

Bank swallows (*Riparia riparia*) and their habitat would not be negatively affected by this project. Bank swallow nest in eroding vertical faces and banks of rivers and lakes (Falconer et al. 2016, MECP 2021g) that do not exist on the site. No observations of bank swallow, or signs of their presence, were found on the project footprint during the field investigation.

Barn swallow (threatened)

Barn swallow (*Hirundo rustica*) and their habitat would not be negatively affected by this project. There are no human-made structures, barns, bridges or culverts, to build their cup-shaped mud nests on the ledges of (MECP 2021h). No observations of barn swallow, or signs of their presence, were found on the project footprint during the field investigation.

Blanding's turtle (threatened)

Blanding's turtle (*Emydoidea blandingii*) and their habitat would not be negatively affected by this project. Blanding's turtles breed and overwinter in wetlands (typically bogs, fens, marshes, ponds, channels) with unfrozen water over the winter (OMNRF 2013b). Foraging habitats consist of small wetlands and vernal pools as they provide concentrated food sources, such as amphibian and insect egg masses and larvae (Grgurovic and Sievert 2005). Juveniles prefer to forage in wetlands that contain abundant aquatic vegetation as these areas provide protection and ample foraging opportunities (COSEWIC 2005). There is no suitable habitat for Blanding's turtles found on or within 120 m of the project footprint. No observations of Blanding's turtles, or signs of their presence, were found during the field investigation.

Bobolink (threatened)

Bobolink (*Dolichonyx oryzivorus*) and their habitat may be negatively affected by this project. Bobolink are obligate grassland species. They nest on the ground and forage in grasslands and agricultural fields of 5-50 ha (McCracken et al. 2013; OMNRF 2010b; MECP 2020b). There is suitable habitat for bobolink found on and within 120 m of the project footprint. A bobolink was observed and heard during the field investigation. Bobolinks were observed in the northeastern field (Figure 5). The hay field within the project footprint was very similar to the project footprint field. Therefore, the project footprint is considered suitable habitat.

Butternut (endangered)

Butternut (*Juglans cinerea*) and their habitat may be negatively affected by this project. Butternut prefer to grow on rich, well-drained loam typically along stream banks, however the species can tolerate a large range of soil types. Butternut is intolerant of shade and requires sunlight from above to survive (Rink 1990) (Poisson & Ursic 2013). Three butternut trees were observed in the forested area north of the project footprint (Figure 5). Therefore, soil conditions in the area are appropriate for the species. Butternut may occur in the mixed swamp in the southeast corner of the study area.

Cerulean warbler (threatened)

Cerulean warbler (*Setophaga cerulea*) and their habitat would not be negatively affected by this project. Cerulean warblers spend the breeding season, summer, in mature tall deciduous forests with an open understory

(MECP 2019a). This habitat is not present on or within 120 m of the project footprint. No observations of cerulean warbler, or signs of their presence, were found on the project footprint during the field investigation.

Eastern hog-nosed snake (threatened)

Eastern hog-nosed snake (*Heterodon platirhinos*) and their habitat would not be negatively affected by this project. Eastern hog-nosed snake dig burrows in sandy, well-drained habitats such as beaches and dry forests to lay their eggs and hibernate (MECP 2021i). This habitat is not present on or within 120 m of the project footprint. No observations of eastern hog-nosed snake, or signs of their presence, were found on the project footprint during the field investigation.

Eastern meadowlark (threatened)

Eastern meadowlark (*Sturnella magna*) and their habitat may be negatively affected by this project. Eastern meadowlarks are obligate grassland species that nest on the ground, and forage in tall grasslands and open areas including pastures and hay fields (McCracken et al. 2013). Ideal habitat contains moderately tall (25 to 50 cm) grass with abundant litter cover, a high proportion of grass, moderate to high forb density, low shrub and woody vegetation cover, and low percent cover of bare ground (Wiens 1969). The minimum area requirement to support breeding of this species is 5 hectares (Herkert et al. 2003). There is suitable habitat for eastern meadowlark found on and within 120 m of the project footprint. Eastern meadowlark were observed and territorial calls were heard in the same field as the project footprint and within the northeastern field (Figure 5; Appendix B, Figure 12).

Eastern whip-poor-will (threatened)

Eastern whip-poor-will (*Antrostomus vociferus*) and their habitat would not be negatively impacted by this project. Eastern whip-poor-will nest in forests in an early stage of succession that include open features (ex: rock or sand barrens with scattered trees, savannahs, old burns or sparse conifer plantations) and sand or sandy-loam soil (Environment Canada 2015). Suitable foraging habitat must be adjacent to nesting habitat because eastern whip-poor-will forage within 500 m of their nests (Environment Canada 2015). These habitats do not occur on or within 120 m of the project footprint. No observations of eastern whip-poor-will, or signs of their presence, were found on the site during the site investigation.

Least bittern (threatened)

Least bittern (*Ixobrychus exilis*) and their habitat will not be negatively affected by this project. Least bittern nest in cattail marshes with a mix of open pools and channels and forage in nearby open water (OMNRF 2016). Least bitterns prefer larger marshes that are at least 5 hectares in size with at least 50% of the wetland being open water (COSEWIC 2009). Marsh habitat does not exist within 120 m of the project footprint. Therefore, the study area does not contain suitable habitat for least bittern. No observations of least bittern, or signs of their presence, were found on the site during the field investigation.

Little brown myotis (endangered)

Little brown myotis (*Myotis lucifugus*) and their habitat may be negatively affected by this project. Little brown myotis predominantly form maternity roosts in buildings and other anthropogenic structures including chimneys, bat boxes, bridges, and barns as well as cavities of canopy trees, within foliage, and under tree bark (ECCC 2018). Little brown myotis forage over water and in open areas (ECCC 2018). There are no anthropogenic features on the project footprint that provide suitable roosting habitat. However, there may be mature decaying trees with exfoliating bark suitable for roosting within 120 m of the project footprint in the forested area south east of the project footprint. Suitable habitat for little brown myotis may exist within 120 m of the project footprint. No observations of little brown myotis, or signs of their presence, were found on the site during the field investigation.

Loggerhead Shrike (endangered)

Loggerhead shrike (*Lanius ludovicianus*) and their habitat will not be negatively affected by this project. Loggerhead shrikes forage and nest in large, grazed pastures, grasslands, or alvars with scattered spiny shrubs, such as hawthorn (*Crataegus spp.*), or barbed-wire fencing (MECP 2019b). These habitats are not present on or within 120 m of the property. Therefore, loggerhead shrike habitat is not present. No observations of loggerhead shrikes, or signs of their presence, were found on the site during the field investigation.

Northern myotis (endangered)

Northern myotis (*Myotis septentrionalis*) and their habitat may be negatively affected by this project. Northern myotis roost in hollow trees, tree crevices, and under exfoliating bark (OMNRF 2017). Northern myotis are slow flyers and roost in cluttered environments, including within the forest along edges

(OMNRF 2017). During the study area investigation, no suitable snag trees were observed on the project footprint. However, there may be such trees within 120 m of the project footprint in the forested area south east of the project footprint that could be suitable habitat for northern myotis. No observations of northern myotis, or signs of their presence, were found on the site during the field investigation.

Pale-bellied frost lichen (endangered)

Pale-bellied frost lichen (*Physconia subpallida*) and their habitat will not be negatively affected by this project due to lack of interior forest and old growth trees. Pale-bellied frost lichen grows on hardwood bark including white ash (*Fraxinus americana*), black walnut (*Juglans nigra*), and American elm (*Ulmus americana*) (MECP 2019c). No observations of pale-bellied frost lichen were found on the project footprint during the field investigation.

Tri-colored bat (endangered)

Tri-colored bat (*Perimyotis subflavus*) and their habitat would not be negatively affected by this project. Tri-colored bats use older dense to open forests to form day roosts and maternity colonies (OMNRF 2017). This species typically selects oak and maple trees to roost in. Tri-colored bats forage along riparian corridors, over water and within gaps in forest canopies (OMNRF 2017). During the study area investigation, no suitable snag trees were observed on the project footprint. However, there may be such trees within 120 m of the project footprint in the forested area south east of the project footprint that could be suitable habitat for tri-colored bat. No observations of tri-colored bat, or signs of their presence, were found on the site during the field investigation.

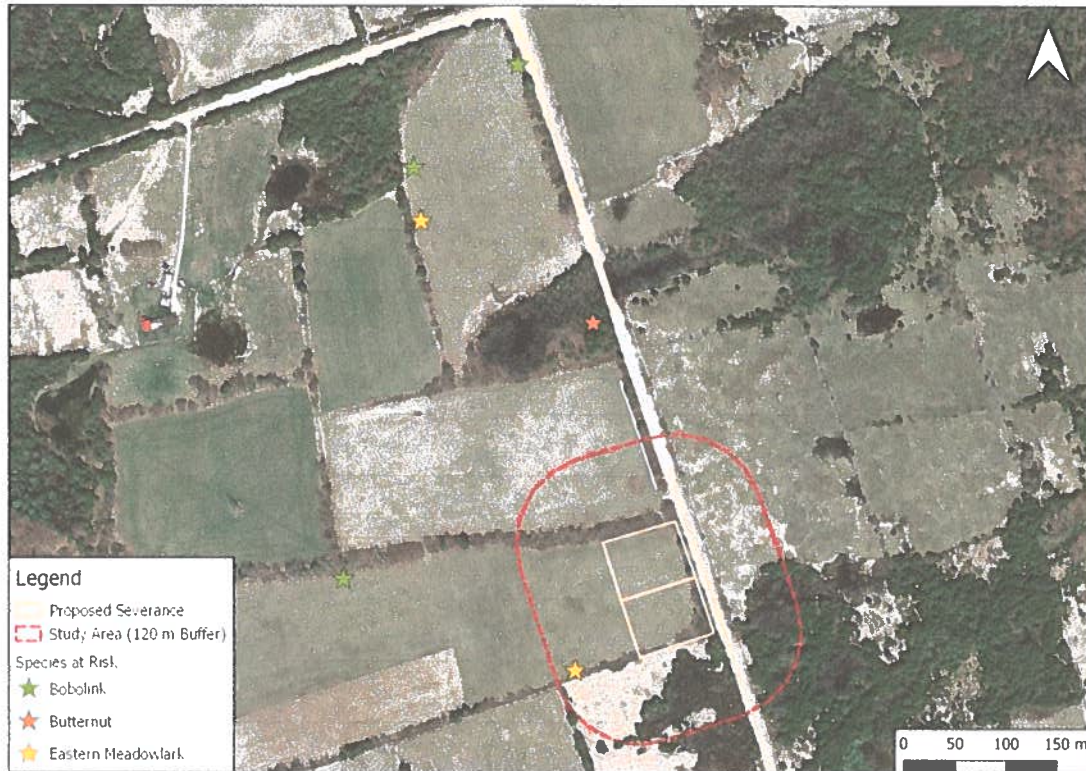


Figure 5. Locations of SAR observed during field investigation.

6 Impact assessment

The anticipated impacts of the proposed severance on the natural heritage features that are or are likely present on and within 120 m of the project footprint are outlined in this section. The impacts are based on the most recent development plan provided to Blazing Star Environmental.

Significant wildlife habitat

Seeps and springs

No development activities or site alterations are proposed for the swamp (SWMO1-1) area southeast of the project footprint that may contain seeps and springs.

Potential impacts of the proposed development activities to potential seeps and springs include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from future development activities and eventual residential activities may pollute seeps and springs.

Avoidance and mitigation measures

Seeps and springs have not been confirmed on or within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- To decrease risk of contamination of habitat, maintain a minimum 30 m vegetated buffer surrounding the wetland (SWMO1-1) within the study area.
- Provincial best practices regarding preventing sedimentation into wetlands and watercourses will be followed during construction (GGHA CAs 2006). Ensure stormwater and other drainage is not discharged directly into the wetland (SWMO1-1) to minimize contaminants entering seeps and springs habitat.

Residual impact

This project, including the recommended avoidance and mitigation measures, will have no negative impacts on potential seeps and springs east of Fourth Line Road South.

Amphibian breeding habitat (woodland)

No development activities or site alterations are proposed for the swamp (SWMO1-1) southeast of the project footprint that may support amphibian breeding habitat (woodland).

Potential impacts of the proposed development activities to potential amphibian breeding habitat include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from future development activities and eventual residential activities may pollute adjacent breeding grounds. These contaminants may bioaccumulate in frogs and lead to decreased population levels.

- Human disturbance including frog catching and predation by pets may impact frog populations.

Avoidance and mitigation measures

Amphibian breeding habitat has not been confirmed on or within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- To decrease risk of contamination of breeding habitat, maintain a minimum 30 m vegetated buffer surrounding the wetland (SWMO1-1) within the study area.
- Provincial best practices regarding preventing sedimentation into wetlands and watercourses will be followed during construction (GGHA CAs 2006). Ensure stormwater and other drainage is not discharged directly into the wetland (SWMO1-1) to minimize contaminants entering the potential amphibian breeding habitat (woodland).
- Encourage future new residents to keep pets on leash during the active season.

Residual impact

This project, including the recommended avoidance and mitigation measures, will have no negative impacts on potential amphibian breeding habitat (woodland) east of Fourth Line Road South.

Species of conservation concern

Canada warbler (special concern)

Canada warbler habitat may exist within 120 m of the project footprint within the swamp vegetation community (SWMO1-1).

Potential impacts of the proposed development activities to Canada warbler include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from development activities (vegetation removal, grading, dwelling construction) and increased road activity may pollute swamp habitat (SWMO1-1) and groundwater, resulting in altered vegetation community diversity that may be unsuitable for nesting and foraging.

- Increased human activity may increase predator populations, including pets, and lead to increased predation of eggs and fledglings.

Mitigation

Canada warbler habitat has not been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- To decrease risk of ground water contamination, maintain a minimum 30 m vegetated buffer between the swamp (SWMO1-1) and development activities (vegetation removal, grading, dwelling construction). A 30 m wide buffer will ensure nutrient and pollutant removal, regulate the temperature and microclimate of the wetland, and remove sediments transported from the surrounding fields (Environmental Law Institute 2003).
- Develop an erosion and sediment control plan following provincial best practices outlined in Erosion and Sediment Control for Urban Construction guideline to prevent contamination of ground water during construction (GGHA CAs 2006).
- Encourage new residents to keep pets on leash during breeding season (April 1-Aug 31).
- Provide future residents with educational resources about keeping cats indoors, as cats are one of the largest threats to bird populations killing between 100-350 million birds per year in Canada (Blancher 2013).
- Provide future residents with educational resources about minimizing food sources for predators (e.g., raccoons, skunks, foxes).

Residual impact

This project, including the recommended mitigation measures, will not have negative impacts on Canada warbler and their habitat.

Eastern wood-pewee (special concern)

Eastern wood-pewee habitat may exist within 120 m of the project footprint within the swamp vegetation (SWMO1-1) community.

Potential impacts of the proposed development activities to eastern wood-pewee include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from development activities (vegetation removal, grading, dwelling construction) and increased road activity may pollute swamp habitat (SWMO1-1) and groundwater, resulting in degraded habitat.
- Increased human activity may increase predator populations, including pets, and lead to increased predation of eggs and fledglings.

Mitigation

Eastern wood-pewee habitat has not been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- To decrease risk of ground water contamination, maintain a minimum 30 m vegetated buffer between the swamp (SWMO1-1) and development activities (vegetation removal, grading, dwelling construction). A 30 m wide buffer will ensure nutrient and pollutant removal, regulate the temperature and microclimate of the wetland, and remove sediments transported from the surrounding fields (Environmental Law Institute 2003).
- Develop an erosion and sediment control plan following provincial best practices outlined in Erosion and Sediment Control for Urban Construction guideline to prevent contamination of ground water during future construction (GGHA CAs 2006).
- Encourage new residents to keep pets on leash during breeding season (April 1-Aug 31) (COSEWIC 2012a).
- Provide future residents with educational resources about keeping cats indoors, as cats are one of the largest threats to bird populations killing between 100-350 million birds per year in Canada (Blancher 2013).
- Provide future residents with educational resources about minimizing food sources for predators (e.g., raccoons, skunks, foxes).

Residual impact

This project, including the recommended mitigation measures, will not have negative impacts on eastern wood-pewee and their habitat.

Grasshopper sparrow (special concern)

Grasshopper sparrow habitat may exist on and within 120 m of the project footprint within the open agriculture field community (OAGM2).

Potential impacts of the proposed development activities to grasshopper sparrow habitat include:

- Permanent loss of grasshopper sparrow breeding and foraging habitat (approximately 0.81 hectares).
- Habitat fragmentation resulting in a smaller patch of grassland habitat remaining (OAGM2).
- Increased edge effects including nest depredation by human subsidized predators including domestic cats, raccoons, and domestic dogs.
- Incidental mortality of offspring caused by nest destruction or disturbance during construction.

Mitigation

Grasshopper sparrow habitat has not been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- Grasshopper sparrow build small nests on the ground that are hidden in dense grass. To prevent nests, eggs, or young birds being crushed by machinery during construction, ensure no disturbance to breeding and nesting habitat from beginning of April to end of August (MECP 2021b; Vickery 1996).
- Ensure the least amount of habitat is disturbed, careful not to extend the project footprint.
- Encourage new residents to keep pets on leash during the breeding season (April 1-Aug 31) (COSEWIC 2013).
- Provide future residents with educational resources about keeping cats indoors, as cats are one of the largest threats to bird populations killing between 100-350 million birds per year in Canada (Blancher 2013).
- Provide future residents with educational resources about minimizing food sources for predators (e.g., raccoons, skunks, foxes).

Residual impact

This project, including the recommended mitigation measures, will not have negative impacts on grasshopper sparrow and their habitat.

Monarch (special concern)

Monarch habitat may exist on and within 120 m of the project footprint within open agriculture field community (OAGM2).

Potential impacts of the proposed development activities to monarch habitat include:

- Reduce the function of the habitat as foraging and breeding habitat by reducing the density of nectar-producing vegetation.

Mitigation

Monarch habitat has not been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- Leave as much natural habitat undisturbed, as possible.
- Limit the use of herbicides on the agricultural field as well as any new planted habitat.
- Encourage future residents to landscape using native plant species such as native flowering herbaceous plants, shrubs, and trees. Plant a variety of native flowering species with different bloom times to provide monarchs with the nectar and pollen needed to reproduce in the spring and summer and migrate in the fall. Include native milkweed species that will support monarch breeding; common milkweed (*Asclepias syriaca*), swamp milkweed (*Asclepias incarnata*), and butterfly milkweed (*Asclepias tuberosa*).
 - Grow Wild Native Plant Nursery: <http://www.nativeplantnursery.ca/>
 - Native Plants in Claremont: <http://www.nativeplants.ca/>

Residual impact

This project, including the recommended mitigation measures, will not have negative impacts on monarch and their habitat.

Red-headed woodpecker (special concern)

Red-headed woodpecker habitat may exist within 120 m of the project footprint within the swamp vegetation community (SWMO1-1).

Potential impacts of the proposed development activities to red-headed woodpecker include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from development activities (vegetation removal, grading, dwelling construction) and increased road activity may pollute swamp habitat (SWMO1-1) and groundwater, resulting in degraded habitat.
- Increased human activity may increase predator populations, including pets, and lead to increased predation of eggs and fledglings.

Mitigation

Red-headed woodpecker habitat has not been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- To decrease risk of ground water contamination, maintain a minimum 30 m vegetated buffer between the swamp (SWMO1-1) and development activities (vegetation removal, grading, dwelling construction). A 30 m wide buffer will ensure nutrient and pollutant removal, regulate the temperature and microclimate of the wetland, and remove sediments transported from the surrounding fields (Environmental Law Institute 2003).
- Develop an erosion and sediment control plan following provincial best practices outlined in Erosion and Sediment Control for Urban Construction guideline to prevent contamination of ground water during construction (GGHA CAs 2006).
- Encourage new residents to keep pets on leash during breeding season (April 1-Aug 31) (COSEWIC 2018b).
- Provide future residents with educational resources about minimizing food sources for predators (e.g., raccoons, skunks, foxes).

Residual impact

This project, including the recommended mitigation measures, will not have negative impacts on red-headed woodpecker and their habitat.

Snapping turtle (special concern)

Snapping turtle habitat may exist within 120 m of the project footprint within the swamp (SWMO1-1) vegetation community.

Potential impacts of the proposed development activities to snapping turtle include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from development activities (vegetation removal, grading, dwelling construction) and increased road activity may pollute swamp habitat (SWMO1-1) and groundwater.
- Increased human activity may increase predator populations, including pets, and lead to increased predation of eggs and hatchlings.

Mitigation

Snapping turtle habitat has not been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- To decrease risk of ground water contamination, maintain a minimum 30 m vegetated buffer between the swamp (SWMO1-1) and development activities (vegetation removal, grading, dwelling construction). A 30 m wide buffer will ensure nutrient and pollutant removal, regulate the temperature and microclimate of the wetland, and remove sediments transported from the surrounding fields (Environmental Law Institute 2003).
- Develop an erosion and sediment control plan following provincial best practices outlined in Erosion and Sediment Control for Urban Construction guideline to prevent contamination of ground water during construction (GGHA CAs 2006).
- Encourage new residents to keep pets on leash during breeding season (late May-late September) (COSEWIC 2008).
- Provide future residents with educational resources about minimizing food sources for predators (e.g., raccoons, skunks, foxes).

Residual impact

This project, including the recommended mitigation measures, will not have negative impacts on snapping turtle and their habitat.

Endangered and threatened species

Bobolink (threatened)

All hay fields (OAGM2) within on and within 120 m of the project footprint are suitable bobolink breeding and foraging habitat.

Potential impacts of the proposed development activities to bobolink include:

- Permanent loss of breeding and foraging habitat (approximately 0.8 hectares).
- Habitat fragmentation resulting in a smaller patch of grassland (OAGM2) remaining.
- Increased edge effects including nest depredation by human subsidized predators including domestic cats, raccoons, and domestic dogs.
- Incidental mortality of offspring caused by nest destruction or disturbance during construction.

Mitigation

Bobolink habitat has been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- Bobolink build small nests on the ground that are hidden in dense grass. To prevent nests, eggs, or young birds being crushed by machinery during construction, ensure no disturbance to breeding and nesting habitat from beginning of April to end of August. (MECP 2020b).
- Ensure the least amount of habitat is disturbed.
- Encourage new residents to keep pets on leash and check their lawn for nests/fledglings prior to mowing during the breeding season (April 1-Aug 31) (MECP 2020b).
- Provide future residents with educational resources about keeping cats indoors, as cats are one of the largest threats to bird populations killing between 100-350 million birds per year in Canada (Blancher 2013).
- Provide future residents with educational resources about minimizing food sources for predators (e.g., raccoons, skunks, foxes).

Residual impact

Bobolink is area sensitive and requires grassy patches much larger than their territory size of 300 m from the nest (Herkert 1991 & 1994; O'Leary and Nyberg 2000; Johnson 2001; Johnson and Igl 2001; Renfrew and Ribic 2008). The remaining field is approximately 6.2 hectares, fitting the minimal area requirements for suitable breeding habitat, 5 hectares (Nocera 2012).

Butternut (endangered)

Butternut habitat may exist within 120 m of the project footprint within the swamp vegetation community (SWMO1-1).

Potential impacts of the proposed development activities to butternut include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from development activities (vegetation removal, grading, dwelling construction) and increased road activity may pollute habitat and groundwater, altering suitability of substrate.

Mitigation

Butternut habitat has not been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- To decrease risk of groundwater contamination, maintain a minimum 30 m vegetated buffer between the swamp (SWMO1-1) and development activities (vegetation removal, grading, dwelling construction). A 30 m wide buffer will ensure nutrient and pollutant removal, regulate the temperature and microclimate of the wetland, and remove sediments transported from the surrounding fields (Environmental Law Institute 2003).
- Develop an erosion and sediment control plan following provincial best practices outlined in Erosion and Sediment Control for Urban Construction guideline to prevent contamination of ground water during construction (GGHA CAs 2006).

Residual impact

This project, including the recommended mitigation measures, will not have negative impacts on butternut and their habitat.

Eastern Meadowlark (threatened)

All hay fields (OAGM2) on and within 120 m of the project footprint are suitable eastern meadowlark breeding and foraging habitat.

Potential impacts of the proposed development activities to eastern meadowlark include:

- Permanent loss of eastern meadowlark breeding and foraging habitat (approximately 0.81 hectares).
- Habitat fragmentation resulting in a smaller patch of grassland (OAGM2) remaining.
- Increased edge effects including nest depredation by human subsidized predators including domestic cats, raccoons, and domestic dogs.
- Incidental mortality of offspring caused by nest destruction or disturbance during construction.

Mitigation

Eastern meadowlark habitat has been confirmed within 120 m of the project footprint at this time (Figure 5; Appendix B, Figure 12). The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- Eastern meadowlark build nests on the ground that are camouflaged with a grass woven roof. To prevent nests, eggs, or young birds from being crushed by machinery during construction, ensure no disturbance to breeding and nesting habitat (OAGM2) during the breeding season (April 1-Aug 31) (MECP 2020c).
- Ensure the least amount of habitat is disturbed, careful not to extend the project footprint.
- Encourage new residents to keep pets on leash and check their lawn for nests/fledglings prior to mowing during the breeding season, through signage and public education.
- Provide future residents with educational resources about keeping cats indoors, as cats are one of the largest threats to bird populations killing between 100-350 million birds per year in Canada (Blancher 2013).
- Provide future residents with educational resources about minimizing food sources for predators (e.g., raccoons, skunks, foxes).

Residual impact

Eastern meadowlark is a grassland dependent species but are not especially area-sensitive (McCracken et al. 2013). The remaining field is approximately 6.29 hectares, fitting the minimal area requirements for suitable breeding habitat, 5 hectares (Herkert 1994).

Little brown myotis, northern myotis, tri-colored bat (endangered)

Maternity roosting habitat does not occur within the project footprint but may occur within 120 m of the project footprint in the swamp (SWMO1-1).

Potential impacts of the proposed development activities to potential bat roosting and foraging habitat include:

- Loss of foraging habitat where future development will occur (approximately 0.81 hectares).

Mitigation

Maternity roosting habitat has not been confirmed on and within 120 m of the project footprint at this time. The precautionary principle will be applied, and the following mitigations will be implemented unless absence of this habitat feature is confirmed by a qualified biologist.

- Ensure no disturbance to bats by construction activities by completing any tree removal outside the roosting season (April 30-Sep 1).
- Encourage future residents to landscape using native plant species such as native flowering herbaceous plants, shrubs, and trees to increase insect populations for bat species and provide future roosting habitat.

Residual impact

This project will have no negative impacts on little brown myotis, northern myotis, or tri-colored bat and their habitat. The potential roosting habitat (snag trees in treed habitat southeast of the project footprint) will not be impacted.

Natural heritage features

Wetlands

Wetlands occur within 120 m of the project footprint (SWMO1-1).

Potential impacts of the proposed development activities to wetlands include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from development activities (vegetation removal, grading, dwelling construction) and increased road activity may pollute the wetland (SWMO1-1).

Mitigation

- To decrease risk of wetland contamination, maintain a minimum 30 m vegetated buffer between the swamp vegetation community (SWMO1-1) and development activities (vegetation removal, grading, dwelling construction). A 30 m buffer will ensure nutrient and pollutant removal, regulate the temperature and microclimate of the wetland, and remove sediments transported from the surrounding fields (Environmental Law Institute 2003).
- Develop an erosion and sediment control plan following provincial best practices outlined in Erosion and Sediment Control for Urban Construction guideline to prevent contamination of wetland during construction (GGHA CAs 2006).

Residual impact

This project, including the recommended mitigation measures, will have no negative impacts on wetlands.

Fish habitat

Fish habitat may occur within 120 m of the project footprint. The swamp (SWMO1-1) vegetation community has a network of ponds and channels which may provide fish habitat.

Potential impacts of the proposed development activities to fish habitat include:

- Release of contaminants (i.e., sediments, salt, gasoline, oil, nutrients) in surface water from development activities (vegetation removal, grading, dwelling construction) and increased road activity may pollute fish habitat.

Mitigation

- To decrease risk of fish habitat contamination, maintain a minimum 30 m vegetated buffer between the swamp vegetation community (SWMO1-1) and development activities (vegetation removal, grading, dwelling construction). A 30 m buffer will ensure nutrient and pollutant removal, regulate the temperature and microclimate of the wetland, and remove sediments transported from the surrounding fields (Environmental Law Institute 2003).
- Develop an erosion and sediment control plan following provincial best practices outlined in Erosion and Sediment Control for Urban Construction guideline to prevent contamination of fish habitat during construction (GGHA CAs 2006).

Residual impact

This project, including the recommended mitigation measures, will have no negative impacts on fish habitat.

Summary of avoidance and mitigation measures

Table 5. Summary of required mitigation measures for the lot severance of two residential lots on part of Lot 15, Concession 3, Dummer Township, County of Peterborough.

Required mitigations
<ul style="list-style-type: none"> • Ensure no disturbance to grassland breeding and nesting habitat (OAGM2) from April 1 until August 31.
<ul style="list-style-type: none"> • Ensure no disturbance to bats by construction activities by completing any tree removal outside the roosting season (April 30-Sep 1).
<ul style="list-style-type: none"> • Encourage new residents to keep pets on leash during the bird, and herpetofauna active season (April 1-Oct 31).
<ul style="list-style-type: none"> • Maintain a minimum 30 m vegetation protection zone between the swamp (SWMO1-1) and all development activities.

- Develop an erosion and sediment control plan following provincial best practices outlined in Erosion and Sediment Control for Urban Construction guideline (GGHA CAs 2006).
- Encourage future residents to landscape using native plant species such as native flowering herbaceous plants, shrubs and trees. Plant a variety of native flowering species with different bloom times to provide monarchs with the nectar and pollen needed to reproduce in the spring and summer and migrate in the fall. Include native milkweed species that will support monarch breeding; common milkweed (*Asclepias syriaca*), swamp milkweed (*Asclepias incarnata*), and butterfly milkweed (*Asclepias tuberosa*).
- Provide future residents with educational resources about keeping cats indoors, and about minimizing food sources for predators (e.g., raccoons, skunks, foxes).

7 Conclusion

The proposed severance for two residential dwellings on part of Lot 15, Concession 3, Dummer Township, County of Peterborough including recommended avoidance and mitigation measures will have no negative impacts on the adjacent natural heritage system including potential SWH, suitable SAR habitat, and an unevaluated wetland. Potential impacts are to be avoided by following the avoidance and mitigation measures outlined in this scoped EIS including, but not limited to, maintaining a minimum 30 m vegetation protection zone between the swamp (SWMO1-1) and all development activities, develop an erosion and sediment control plan to prevent contamination of wetland habitat during future construction (GGHA CAs 2006). Figure 6 illustrates the project footprint with vegetation buffer applied.

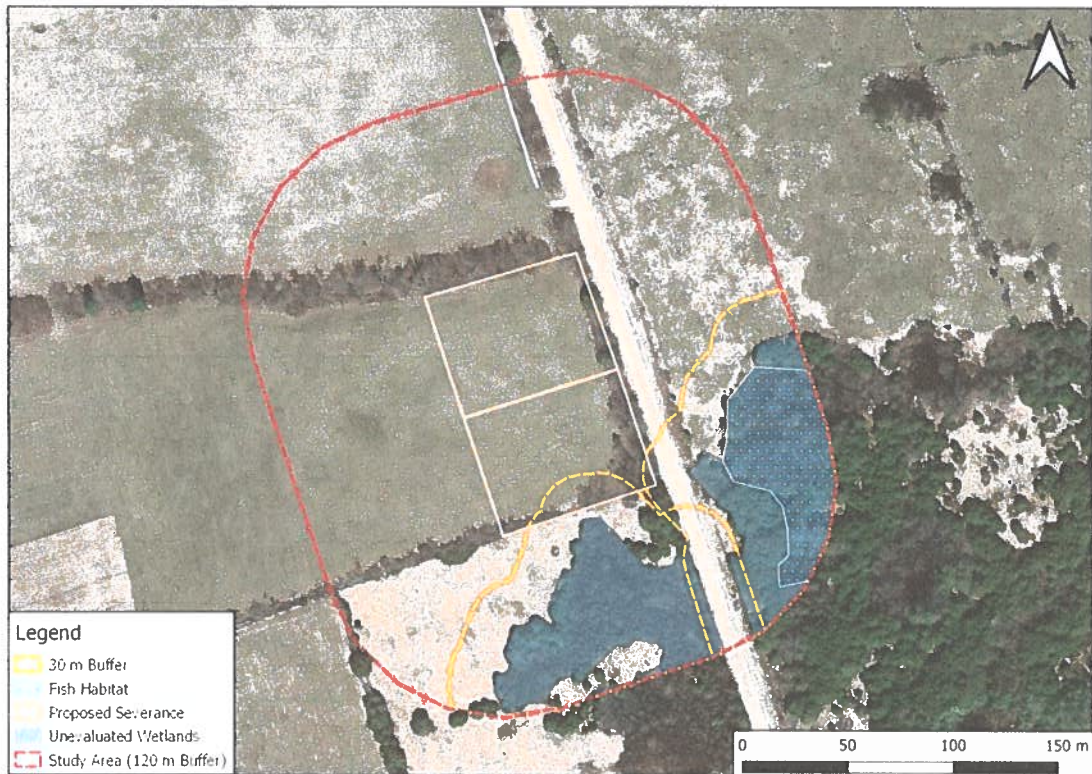


Figure 6. The project footprint with vegetation buffer (yellow), fish habitat (light blue), and unevaluated wetlands (blue) applied.

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Appendix A: Records review details

Table 6. SAR occurrences within 10 km of project footprint from NHIC Make A Map tool accessed January 6, 2021.

OGF ID	Element Type	Common Name	Scientific Name	SRank	SARO Status	COSEWIC Status	ATLAS NAD83 IDENT
1065160	SPECIES	Common Five-lined Skink (Southern Shield population)	Plestiodon fasciatus pop. 2	S3	SC	SC	17QK3337
1062228	SPECIES	Eastern Meadowlark	Sturnella magna	S4B	THR	THR	17QK2934
1062228	SPECIES	Eastern Wood-pewee	Contopus virens	S4B	SC	SC	17QK2934
1065130	SPECIES	Butternut	Juglans cinerea	S2?	END	END	17QK3037
1065190	SPECIES	Cerulean Warbler	Setophaga cerulea	S3B	THR	END	17QK3637
1065199	SPECIES	Flooded Jellyskin	Leptogium rivulare	S3	NAR	SC	17QK3736
1067411	SPECIES	Wood Thrush	Hylocichla mustelina	S4B	SC	THR	18TQ6331
1065038	SPECIES	Bobolink	Dolichonyx oryzivorus	S4B	THR	THR	17QK3025
1065098	SPECIES	Blanding's Turtle	Emydoidea blandingii	S3	THR	END	17QK3625
1065163	SPECIES	Eastern Ribbonsnake	Thamnophis sauritus	S4	SC	SC	17QK3430
1062065	SPECIES	Barn Swallow	Hirundo rustica	S4B	THR	THR	17QK2321

106198 2	SPECIE S	Loggerhead Shrike	Lanius ludovicianu s	S2B	END	END	17QK241 8
106203 5	SPECIE S	Least Bittern	Ixobrychus exilis	S4B	THR	THR	17QK202 1
106203 5	SPECIE S	Black Tern	Chlidonias niger	S3B	SC	NAR	17QK202 1
106219 8	SPECIE S	Northern Map Turtle	Graptemys geographic a	S3	SC	SC	17QK263 4
106742 0	SPECIE S	Pale-bellied Frost Lichen	Physconia subpallida	S3	END	END	18TQ643 0
106213 4	SPECIE S	Eastern Musk Turtle	Sternotheru s odoratus	S3	SC	SC	17QK203 0

Appendix B: Site visit photos



Figure 7. Rock pile and fence on the southern edge of southern hay field on perimeter of project footprint (OAGM2).



Figure 8. Southern hay field within project footprint (OAGM2).



Figure 9. Southern hay field within project footprint (OAGM2).



Figure 10. Southern field within project footprint (OAGM2).



Figure 11. Southern field, including hedgerow habitat within project footprint (THDM3-2).



Figure 12. Eastern meadowlark (center of pink circle) on branch in hedgerow (THDM3-2) adjacent to northern field observed giving a single, sharp 'dzert' note. This territorial call is made when humans or other eastern meadowlarks intrude on their territory (Cornell University 2019).



Figure 13. Swamp forest (SWMO1-1) across Fourth Line Road South southeast of the project footprint.



Figure 14. Swamp forest (SWMO1-1) southeast across Fourth Line Road South from project footprint.

Appendix C: Vegetation inventory

Table 7. Dominant vegetation species observed within study area.

Vegetation community	Scientific name	Common name
Agriculture - Open Agriculture - Perennial Cover Crops (OAGM2)	<i>Poaceae spp.</i>	Grass spp.
	<i>Leucanthemum vulgare</i>	Oxeye daisy
	<i>Trifolium pratense</i>	Red clover
	<i>Lotus corniculatus</i>	Birds trefoil
Fresh - Moist White Elm Lowland Deciduous Forest (FODM7-1)	<i>Ulmus laevis</i>	White elm
	<i>Tilia americana</i>	American basswood
White Cedar - Hardwood Organic Mixed Swamp (SWM01-1)	<i>Thuja occidentalis</i>	Eastern white cedar
	<i>Acer saccharinum</i>	Silver maple
	<i>Populus tremuloides</i>	Trembling aspen
	<i>Tilia americana</i>	American basswood
	<i>Salix spp.</i>	Willow spp.

Appendix D: Incidental wildlife observed during field investigation

Table 8. Incidental wildlife observed during field investigation June 12, 2020.

Taxa	Scientific Name	Common Name	Notes
Bird	<i>Cyanocitta cristata</i>	Blue Jay	Observed
	<i>Agelaius phoeniceus</i>	Red-winged blackbird	Observed
	<i>Colaptes auratus</i>	Northern flicker	Observed
	<i>Dolichonyx oryzivorus</i>	Bobolink	Observed and heard breeding call
	<i>Sturnella magna</i>	Eastern meadowlark	Observed and heard territorial call
	<i>Tyrannus tyrannus</i>	Eastern kingbird	Observed

Appendix E: Proposed site plan

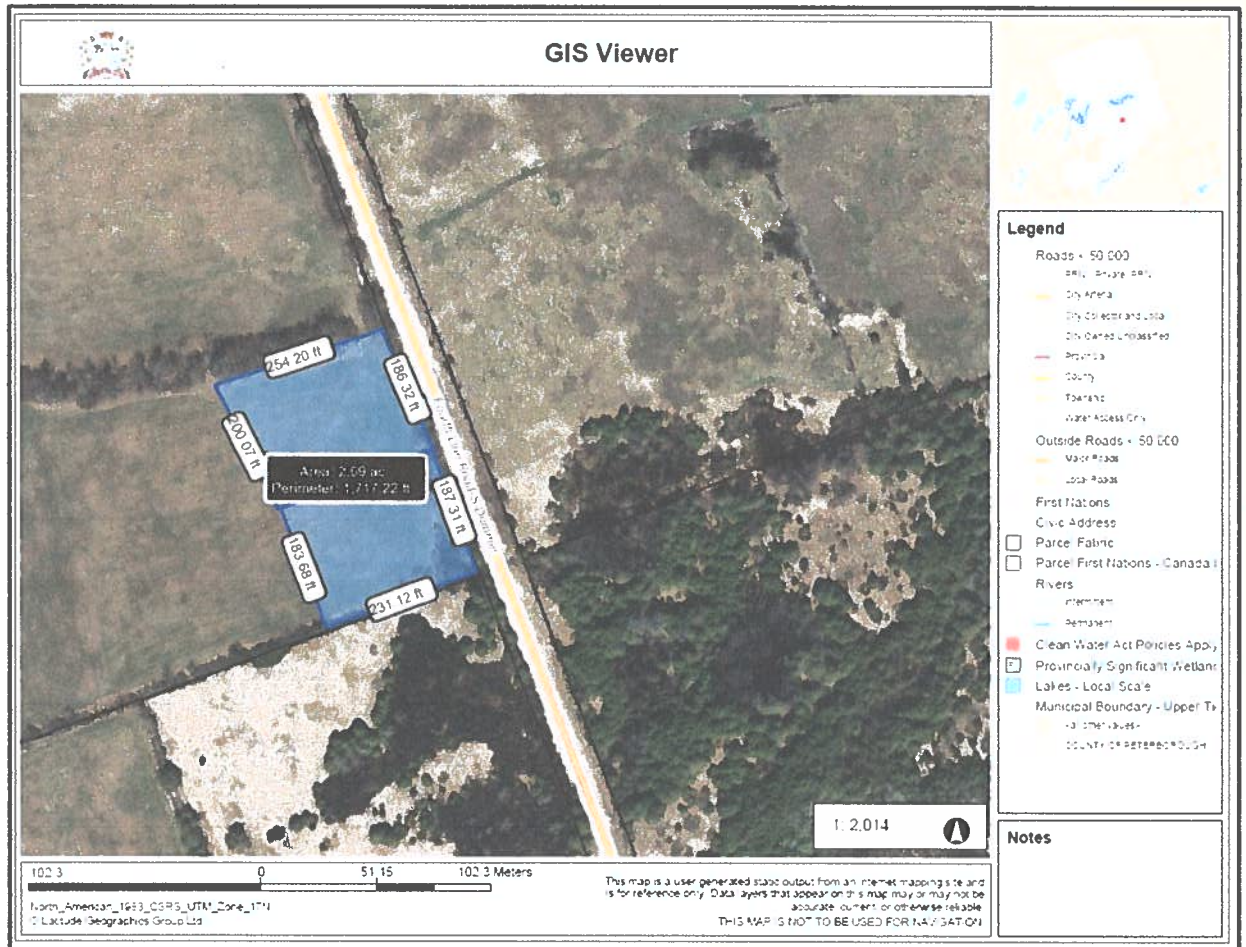


Figure 15. The most recent severance plan at the time of this report prepared by Latitude Geographics Group.

Appendix F: Natural heritage features present

Table 9. Natural heritage features present or potentially present on the property with associated relevant policies and protection.

Protected feature/species	Relevant policies	Protection	Area of property impacted
Seeps and springs	Provincial Policy Statement (2020)	Development and site alteration shall not be permitted in SWH.	The unevaluated swamp habitat (SWMO1-1) within 120 m southeast of project footprint (Figure 3).
	County of Peterborough Official Plan (1994)	The vegetation protection zone required for the protection of natural heritage or hydrologic features and their ecological functions shall not be less than 30 metres.	
	Growth Plan for the Greater Golden Horseshoe (2020)		
Amphibian breeding habitat (woodland)	Provincial Policy Statement (2020)	Development and site alteration shall not be permitted in SWH.	The unevaluated swamp habitat (SWMO1-1) within 120 m southeast of project footprint (Figure 3).
	County of Peterborough Official Plan (1994)	The vegetation protection zone required for the protection of natural heritage or hydrologic features and their ecological functions shall not be less than 30 metres.	
	Growth Plan for the Greater Golden Horseshoe (2020)		

Bobolink (threatened)	<i>Endangered Species Act (2007)</i>	Species classified as endangered or threatened automatically receive legal protection as well as their habitat.	Project footprint agriculture field (OAGM2) (Figure 4, 8-11).
	<i>Migratory Birds Convention Act (1994)</i>	Protects migratory birds, their eggs, and their nests from disturbance, removal, destruction, trafficking, and commercialization.	
Butternut (endangered)	<i>Endangered Species Act (2007)</i>	Species classified as endangered or threatened automatically receive legal protection as well as their habitat.	The swamp habitat (SWMO1-1) within 120 m southeast of project footprint (Figure 3).
Eastern meadowlark (threatened)	<i>Endangered Species Act (2007)</i>	Species classified as endangered or threatened automatically receive legal protection as well as their habitat.	Project footprint agriculture field (OAGM2) (Figure 4, 8-11).
	<i>Migratory Birds Convention Act (1994)</i>	Protects migratory birds, their eggs, and their nests from disturbance, removal, destruction,	

		trafficking, and commercialization.	
SAR Bats: Little brown myotis, northern myotis, tri-colored bat (endangered)	<i>Endangered Species Act (2007)</i>	Species classified as endangered or threatened automatically receive legal protection as well as their habitat.	Project footprint agriculture field (OAGM2) (Figure 4, 8-11).
	Provincial Policy Statement (2020)	Development and site alteration shall not be permitted in SWH unless it has been demonstrated there will be no negative impacts on their natural features or on their ecological functions.	
Canada Warbler (special concern)	<i>Migratory Birds Convention Act (1994)</i>	Protects migratory birds, their eggs, and their nests from disturbance, removal, destruction, trafficking, and commercialization. Development and site alteration shall not be permitted in SWH unless it has been demonstrated there will be no negative impacts on their natural features or on their ecological functions.	The swamp habitat (SWMO1-1) within 120 m southeast of project footprint (Figure 3).
	Provincial Policy Statement (2020)		

Eastern wood-pewee (special concern)	<i>Migratory Birds Convention Act (1994)</i>	Protects migratory birds, their eggs, and their nests from disturbance, removal, destruction, trafficking, and commercialization.	The swamp habitat (SWMO1-1) within 120 m southeast of project footprint (Figure 3).
	Provincial Policy Statement (2020)	Development and site alteration shall not be permitted in SWH unless it has been demonstrated there will be no negative impacts on their natural features or on their ecological functions.	
Grasshopper sparrow (special concern)	<i>Migratory Birds Convention Act (1994)</i>	Protects migratory birds, their eggs, and their nests from disturbance, removal, destruction, trafficking, and commercialization.	The swamp habitat (SWMO1-1) within 120 m southeast of project footprint (Figure 3).
	Provincial Policy Statement (2020)	Development and site alteration shall not be permitted in SWH unless it has been demonstrated there will be no negative impacts on their natural features or on their ecological functions.	

Monarch (special concern)	Provincial Policy Statement (2020)	Development and site alteration shall not be permitted in SWH unless it has been demonstrated there will be no negative impacts on their natural features or on their ecological functions.	Project footprint agriculture field (OAGM2) (Figure 4, 8-11).
Red-headed woodpecker (special concern)	<i>Migratory Birds Convention Act</i> (1994)	Protects migratory birds, their eggs, and their nests from disturbance, removal, destruction, trafficking, and commercialization. Development and site alteration shall not be permitted in SWH unless it has been demonstrated there will be no negative impacts on their natural features or on their ecological functions.	The swamp habitat (SWMO1-1) within 120 m southeast of project footprint (Figure 3).
	Provincial Policy Statement (2020)		
Snapping turtle (special concern)	Provincial Policy Statement (2020)	Development and site alteration shall not be permitted in SWH unless it has been demonstrated there will be no negative impacts on their natural features or on their ecological functions.	The swamp habitat (SWMO1-1) within 120 m southeast of project footprint (Figure 3).

Wetlands	<p>County of Peterborough Official Plan (1994)</p> <p>Growth Plan for the Greater Golden Horseshoe (2020)</p>	<p>The vegetation protection zone required for the protection of natural heritage or hydrologic features and their ecological functions shall not be less than 30 metres.</p>	<p>The unevaluated wetland habitat (SWMO1-1) southeast of project footprint (Figure 3).</p>
	<p>Provincial Policy Statement (2020)</p>	<p>Development and site alteration shall not be permitted in fish habitat.</p>	
Fish habitat	<p>County of Peterborough Official Plan (1994)</p> <p>Growth Plan for the Greater Golden Horseshoe (2020)</p>	<p>The vegetation protection zone required for the protection of natural heritage or hydrologic features and their ecological functions shall not be less than 30 metres.</p>	<p>The unevaluated fish habitat (SWMO1-1) southeast of project footprint (Figure 3).</p>



October 22, 2021

Ann Hamilton
Secretary-Treasury
Land Division Committee
County of Peterborough
470 Water Street
Peterborough, ON K9H 3M3

Dear Ann Hamilton,

**Re: File: B-88-21, Moore, 465 Cooper Road-Lot 2, Township of Douro Dummer;
Roll#1522.020.003.32600; ORCA File: PPLD-2203**

The Otonabee Region Conservation Authority (Otonabee Conservation/the Authority) has received the circulation for Consent (severance) for the above noted property. Otonabee Conservation staff have reviewed the information in accordance with our mandate and policies and offer the following comments.

The purpose of the above noted application is to create a new residential lot.

Otonabee Conservation's Interest in this application is four-fold:

- 1. Otonabee Conservation has reviewed this application through our delegated authority from the Province to represent provincial interests regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS).*

Otonabee Conservation mapping indicates that the proposed new residential lot will not be located within a known floodplain. **As such, it is the opinion of Otonabee Conservation**

that the application is consistent with section 3.1 (related to natural hazards) of the Provincial Policy Statement (PPS).

2. *The Authority has reviewed the application as a service provider to the County of Peterborough and the Township of Douro Dummer, in that we provide technical advice on natural heritage matters through a Memorandum of Understanding.*

An Environmental Impact Study (EIS) was prepared by Grace & Associates Inc./Blazing Star Environmental, dated March 19, 2021 in support of the application. According to Figures 3 and 6 in the EIS, Lot 2 is proposed within 30-metres of unevaluated wetlands. This wetland may support potential seeps, endangered Butternut, as well as habitat for endangered bat, fish, and/or significant wildlife - amphibian woodland breeders.

To be consistent with the Growth Plan policies 4.2.4 (1 to 3), as well as relevant PPS policies, the severed parcels could be shifted to avoid the 30-metre Vegetative Protection Zone (VPZ). However, given this would result in irregular shaped lots the and the retained lands are agricultural, ORCA technical staff are of the opinion that the intent of these provincial policies may be addressed with the following conditions applied to Lot 2:

- a. Adhere to the EIS recommendations during development and site alteration
- b. Development and site alteration should be prohibited within the 30-metre VPZ with appropriate municipal zoning as in Figure 6 of the EIS.
- c. The 30-metre VPZ is also protected from disturbances during site occupancy and is enhanced/maintained in a natural, self-sustaining state. Enhancement may require supplemental plantings as proposed in the EIS.

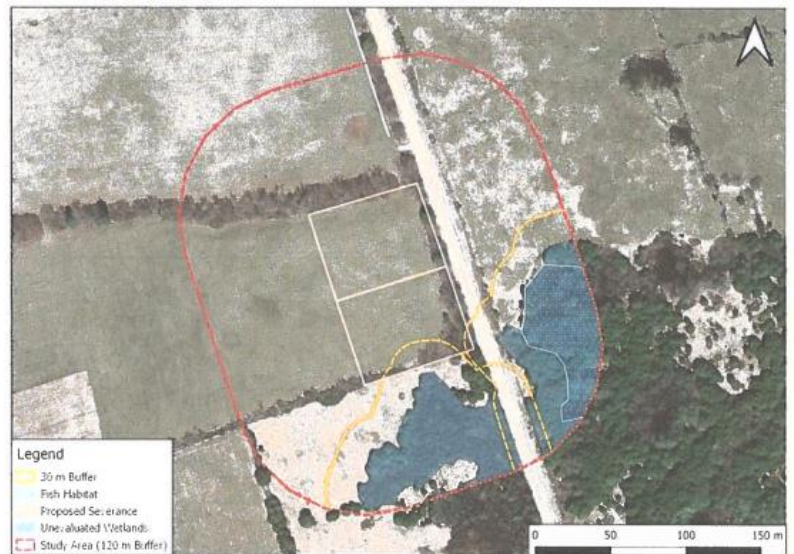


Figure 6. The project footprint with vegetation buffer (yellow), fish habitat (light blue), and unevaluated wetlands (blue) applied.

To demonstrate consistency with PPS 2.1.7 regarding 'habitat', the applicant/landowner is ultimately responsible to contact MECP, register projects, and demonstrate compliance with the Endangered Species Act (ESA) prior to construction or site prep including, clearing vegetation, excavation, fill placement), road/entrance, and construction ([Bobolink and Eastern Meadowlark habitats and land development | Ontario.ca](#)). Other ESA rules may apply to other regulated species affected by development on Lot 2. As such, consultation with MECP prior to commencement of work on site is recommended. As noted in the EIS provides a 'Summary of Avoidance and Mitigation Measures' and suggest applying a broad spectrum no tree clearing/site alteration timing window (April 1 to October 31) to mitigate impacts to active birds, turtles and bats.

Therefore, provided the above noted recommendations are adhered to, it is the opinion of Otonabee Conservation that the application may be consistent with PPS sections 2.1 (related to Natural Heritage) and 2.2 (related to Water) and in conformity with sections 4.2.3 and 4.2.4 of the Growth Plan for the Greater Golden Horseshoe.

3. *Otonabee Conservation has reviewed the application through a regulatory lens. Under Ontario Regulation 167/06, this Authority's 'Development, Interference with Wetlands and Alterations to Shorelines and Watercourses' regulation under Section 28 of the Conservation Authorities Act, any development, interference with or alteration within a flooding hazard, erosion hazard, watercourse, wetland and their adjacent lands/areas of interference requires a permit from the Authority. When an application is circulated under the Planning Act will also require an Otonabee Conservation permit, it is the practice of the Authority to establish the policy requirements of both processes during the planning stage.*

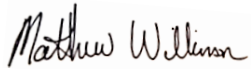
Otonabee Conservation mapping indicates the proposed severed lot are not subject to Ontario Regulation 167/06 Otonabee Conservation's "development, interference with wetlands and alterations to shorelines and watercourses" regulation. Otonabee Conservation regulates development and site alteration within 30 metres of the unevaluated wetland. **Permits from this agency are required in this area.**

4. *Otonabee Conservation has reviewed the application in terms of the Revised Trent Source Water Protection Plan (SPP), prepared under the Clean Water Act. The SPP, intended to protect Ontario's drinking water at its source, came into effect on January 1, 2015 and contains policies to protect sources of municipal drinking water supplies from existing and future land use activities.*

The application was also reviewed in consideration of the SPP. It was determined that the subject property is not located within an area that is subject to the policies contained in the SPP.

If you have any questions, please do not hesitate to call.

Yours truly,

A handwritten signature in black ink that reads "Matthew Wilkinson". The signature is written in a cursive style with a large initial 'M'.

Matthew Wilkinson
Planner

cc: Karl Moher, Otonabee Conservation Board member

The Corporation of the Township of Douro-Dummer

By-law Number 2022-XX

**Being a By-law to amend By-law Number 10-1996, as amended,
otherwise known as "The Township of Douro-Dummer
Comprehensive Zoning By-law"**

Whereas By-law Number 10-1996, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Douro-Dummer;

And Whereas Section 34 of The Planning Act, RSO 1990, as amended, permits the Council to pass an amending Zoning By-law;

And Whereas the Council of the Township of Douro-Dummer deems it advisable to amend By-law No. 10-1996 as amended;

Now Therefore the Council of the Township of Douro-Dummer hereby enacts as follows:

1. The area affected by this By-law consists of land located at 465 Cooper Road, Dummer Ward, in the County of Peterborough, as indicated on Schedule "A" attached hereto, and forming part of this by-law, more particularly described as:

Part E ½ Lot 15, Concession 3 (Dummer Ward)
465 Cooper Road, Douro-Dummer
Roll No.: 1522-020-003-32600

2. Schedule 'A2' of By-law No. 10-1996, as amended, is hereby further amended by changing the zone category on a portion of the lands identified as Roll No.: 1522-020-003-32600 from the Rural Zone (RU) to the Environmental Conservation Zone (EC) as shown on Schedule "A" attached hereto and forming part of this By-law.

3. All other relevant provisions of By-law 10-1996, as amended, shall apply.

If no notice of objection is filed with the Acting Clerk within the time provided, this By-law shall become effective on the date of passing hereof, subject to the provisions of The Planning Act, RSO 1990, as amended.

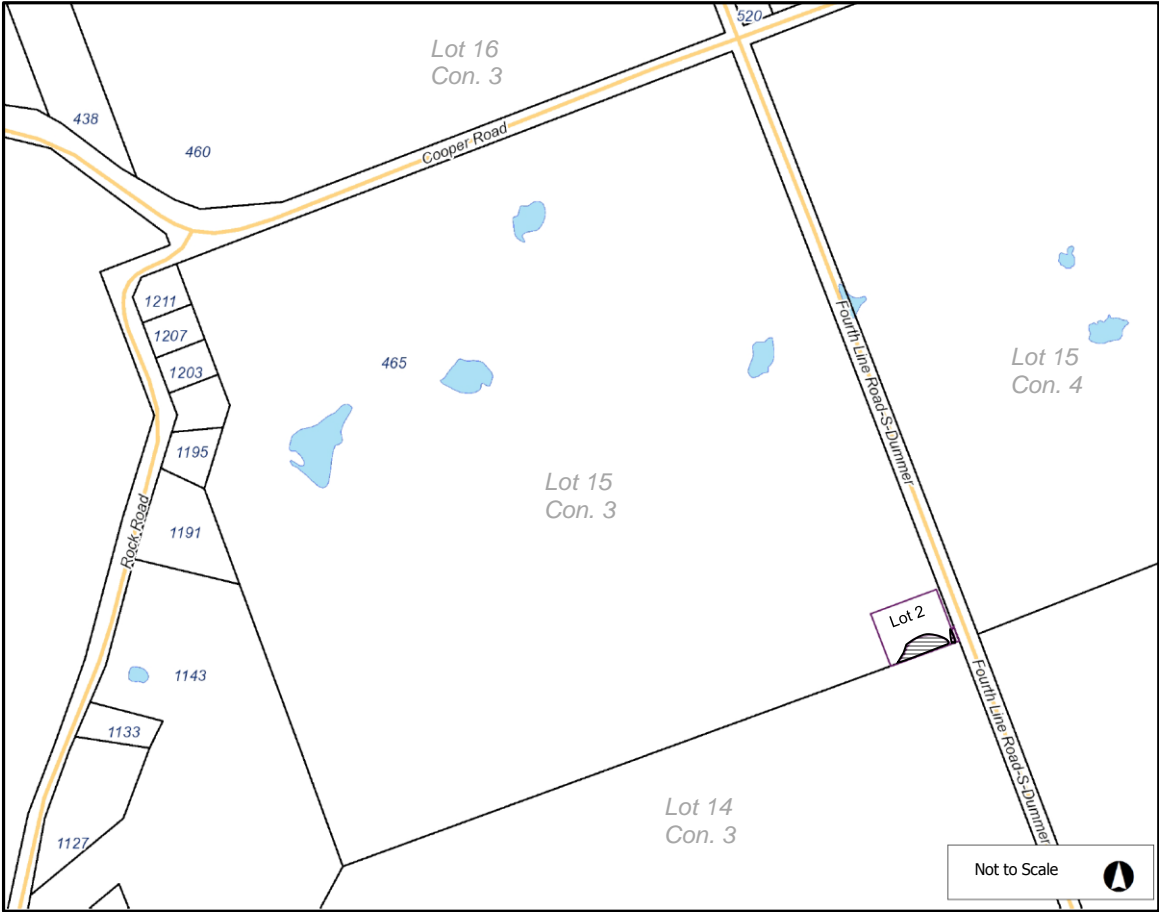
Passed in Open Council this 6th day of September, 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig

File: R-02-22
Roll No. 1522-020-003-32600

Schedule “A” to By-law 2022-XX



Rezone from the 'Rural Zone (RU)' to the 'Environmental Conservation Zone (EC)'

This is Schedule 'A' to By-law No. 2022-XX passed this 6th day of September, 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig

Recommendations:

That the Planning Department-2022-08 report, dated September 6, 2022, regarding Zoning By-law Amendment – File: R-17-21 be received; and
That Council receive all comments related to Zoning By-law Amendment File: R-17-21 (Paterson and Carrington); and
That the By-law to enact the amendment be brought forward to a future Council meeting for consideration.

Overview:

On behalf of the property owners David Paterson and Kathryn Carrington, their Agent, Ron Davidson Land Use Planning Consultant Inc., has applied to remove the Holding symbol and amend the zoning of their property located at 4034 Centre Road/County Road 32, being Roll No. 1522-010-004-08100.

The property is an existing vacant lot of record and is currently zoned the Special District 190 - Holding Zone (S.D. 190-H). The effect of the proposed Zoning By-law Amendment is to remove the Holding symbol and to allow for a new special provision to permit an increase in the maximum lot coverage to allow for the construction of a dwelling and accessory structures.

A copy of the draft By-law is attached to this Report.

A pre-consultation was held on June 15, 2021 and the following documents and studies were identified in support of the rezoning application:

- An Application for Site Plan Approval and a Site Plan Agreement be entered into between the Owners and the Municipality;
- A Municipal Services Agreement be entered into between the Owners and the Municipality;
- An Environmental Impact Statement (EIS);
- A Restricted Land Use Notice under Section 59 of the Clean Water Act;
- An Archaeological Assessment; and
- A Planning Report/Analysis.

The rezoning and site plan approval applications were received in December 2021 and [Notice of Complete Application](#) was provided on January 19th, 2022. The 'complete' applications included the following documents:

- [A Site Plan prepared by M.J. Davenport & Associates Ltd., Drwg. No. 5883-02B, dated April, 2021;](#)
- [A Scoped Environmental Impact Study \(sEIS\) prepared by Oakridge Environmental Ltd. \(ORE\), dated October 2021;](#)
- Restricted Land Use Notices issued under Section 59 of the Clean Water Act (attached to this Report);

- A Stage 1 Archaeological Assessment including [a First Nation Engagement Component](#) prepared by York North Archaeological Services Inc. (YNAS), dated August 18, 2021; and
- [A Planning Report/Analysis prepared by Ron Davidson Land Use Planning Consultant Inc., dated December 13, 2021.](#)

In 2014, the Township entered into a Municipal Services Agreement with the previous owners of the Property, Terry and Ruth Hunter. The Agreement outlined the terms under which the driveway was to be constructed and the responsibility for any maintenance/liability. The Agreement was authorized through By-law No. 2014-17. The Agreement is binding upon the heirs, successors and assigns of the Property Owners (Section 14 of the Agreement) and therefore, it is not necessary for the current owners to enter into a separate Municipal Services Agreement.

A copy of By-law No. 2014-17 and the Agreement are attached to this Report.

Confirmation that the road/driveway, which is located on the Municipal road allowance, was constructed to the satisfaction of the Township and was provided to Ruth Hunter in correspondence dated January 12, 2015 via the refunding of the balance of the original deposit referred to in Section 12 of the Agreement.

Conformity to Provincial Policy Statement (PPS) and A Place to Grow, Growth Plan for the Greater Golden Horseshoe (Growth Plan):

The subject property is within 120 metres of the Otonabee River, a key hydrologic feature within the context of the Growth Plan. In accordance with Policies 2.1, 2.2 and 3.1 of the PPS and Section 4.2.4 of the Growth Plan, an Environmental Impact Study was required.

As noted above, a sEIS was prepared in support of the Application. The sEIS concluded that a building permit could be obtained, provided the recommended mitigation measures be included in the Site Plan and Planting Plan, and that a Mitigation Measures Agreement (or similar) be entered into between the Owners and the Township (S. 10.6).

In correspondence dated February 18, 2022, the Otonabee Region Conservation Authority (ORCA) reviewed the sEIS and indicated that the Application has demonstrated consistency with Policy 3.1 of the PPS relating to natural hazards. Further, the Application has demonstrated consistency with Policies 2.1 and 2.2 of the PPS relating to natural heritage and water and Sections 4.2.3 and 4.2.4 of the Growth Plan relating to key hydrologic features, key hydrologic areas and key natural heritage features and lands adjacent to key hydrologic features and key natural heritage features.

While the rezoning application has demonstrated consistency with the PPS and conformity to the Growth Plan, ORCA Staff outlined a number of comments specific to the Site Plan and Planting Plan. These comments, together with the sEIS recommendation that a Mitigation Measures Agreement (or similar) be entered into between the Owners and the Township will need to be addressed prior to Site Plan Approval.

A copy of ORCA's correspondence is attached to this Report.

The subject property was flagged for having archaeological potential due to the proximity (within 300 metres of a water source). As noted above, a Stage 1 Archaeological Assessment was prepared by YNAS in support of the Application. The Archaeological Assessment concluded that significant intensive disturbance over the entire property had occurred and the potential of finding archaeological resources has been completely removed (S. 4.0). As a result, no further archaeological assessment was required.

The archaeological assessment and recommendations have also been reviewed by Curve Lake First Nation (CLFN), and in correspondence dated August 23, 2021 to YNAS, CLFN agreed with the findings and that no further assessment was required. CLFN indicated they had no further concerns, questions or comments. A copy of the CLFN correspondence is attached to this Report.

Upon the circulation of the Notice of Public Meeting, CLFN did request an opportunity to undertake additional screening of some of the material still on-site in the hope of "salvaging" any cultural heritage materials that may still be in the pile. The CLFN request has been forwarded to the Owners to follow-up with CLFN directly should they wish to allow further screening of the on-site materials.

In correspondence dated October 2, 2021, the findings of the archaeological assessment were accepted by the Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTCI). A copy of the MHSTCI correspondence is attached to this Report.

In this regard, the Application has also demonstrated consistency with Policy 2.6 of the PPS as it relates to cultural heritage and archaeology.

Conformity to Official Plan:

The subject lands are designated Rural and subject to site specific policies contained in Section 6.2.2.11 (d)(vi) as identified on Schedule 'A4-1' to the Township Official Plan.

The site specific policies were developed through Official Plan Amendment No. 14 in order to permit the development of a permanent single detached dwelling on an undersized lot which fronts onto an unopened/unassumed Municipal road allowance.

Development of the property is subject to a Site Plan and Site Plan Agreement to the satisfaction of the Township (S. 6.2.2.11 (d)(vi)).

A draft Site Plan Agreement has been prepared and is attached to this Report. The Site Plan has been peer reviewed by the Township's peer review consultant, D.M. Wills. from both the Engineering and Planning disciplines. A total of three submissions were presented to D.M. Wills. The final submission included:

- Revised Application to Amend Zoning By-law 10-1996;
- Comment Response Letter, prepared by Ron Davidson, dated June 8, 2022;
- Site Plan prepared by M.J. Davenport & Associates Ltd., Drwg. No. 5883-02B, dated April, 2021 and Revised May 26, 2022;
- Erosion Control Plan, prepared by M.J. Davenport and Associates Ltd., Drwg. No. 5883-EC, dated April, 2021 and Revised May 26, 2022;
- Conceptual Landscape Site Plan, Drwg. No. CL-1, prepared by M.J. Davenport and Associates Ltd. and Michael E. McGuire, Landscape Architect, dated June 18, 2022

Copies of the above are attached to this Report.

In correspondence dated June 30, 2022, D.M. Wills identified that all previous comments relating to the Engineering peer review component have been addressed. A copy of the June 30, 2022 D.M. Wills correspondence is attached to this Report.

In correspondence dated July 4, 2022, D.M. Wills identified that all previous comments regarding the Planning peer review component have been addressed. A copy of the July 4, 2022 D.M. Wills correspondence is attached to this Report.

With the successful registration of the Site Plan Agreement, Application R-17-21 will comply with the Township Official Plan.

Comments:

- Enbridge Gas Inc.: No objections to the application.
- KPRDSB: No concerns or issues related to their mandate.
- Dean Bolton, 4030 County Road 32: Objection to the initial Site Plan. Request for additional information and to be notified of all meetings pertaining to the Applications.

Conclusion:

Concerns with the Application were raised by the Owners of 4030 County Road 32. The issues were identified as early as the public meeting for OPA No. 14 (October 15, 2013). Specifically, issues were identified as they relate to drainage from the subject property onto adjacent properties and the request for the installation of underground hydro from County Road 32 to the subject property.

The Revised Site Plan, prepared by M.J. Davenport and Associates Limited, dated May 26, 2022, indicates that proposed drainage shall not impact adjacent properties and shall be contained on site or controlled to a protected outlet (Notes 1 and 3). The Township peer review consultant, D.M. Wills, has provided acceptance of the Revised Site Plan.

With respect to the request for the installation of underground hydro, the May 26, 2022 Revised Site Plan did not include any information regarding this utility. Township Staff requested that the underground hydro be noted on the Site Plan and a revised Site Plan prepared by M.J. Davenport & Associates Ltd., Drwg. No. 5883-02B, dated April, 2021 and Revised August 30, 2022 noting this requirement was received and is attached to this Report. The Revised Site Plan also identifies the attached garage being Revision No. 2, dated 08/06/22.

At this time, Township Staff are recommending that the By-law to enact the amendment be brought forward to a future Council meeting for consideration. This will provide Staff time to ensure the Site Plan captures comments related to the installation of hydro; to address and incorporate the mitigation measures recommended by the sEIS; and to fulfill the Site Plan Agreement, which is necessary to remove the Holding (H) Symbol from the S.D. 190 Zone.

Financial Impact:

All costs related to the application for a Zoning By-law Amendment are the responsibility of the owner.

Strategic Plan Applicability: N/A

Sustainability Plan Applicability: N/A

Report Approval Details

Document Title:	Staff Report regarding Zoning By-law Amendment R-17-21 - Paterson and Carrington.docx
Attachments:	<ul style="list-style-type: none"> - R-17-21 - Draft By-law.pdf - PPLD-2019 and PPLD-2220 ORCA (February 18, 2022) -4034 Centre Road.pdf - Curve Lake Sign-off P156-0323-2021 Archaeological Assessment (August 23, 2021).pdf - ENTERED INTO REGISTER Archaeological Report for P156-0323-2021 (003).pdf - R-17-21 - Revised ZBA Application - Redacted.pdf - 1 June 8, 2022 letter.pdf - 3 Erosion Control Plan (R-17-21) (May 26, 2022).pdf - 6 Revised Landscape Plan (CL-1) (June 18, 2022).pdf - 4 Revised Site Plan (May 26, 2022).pdf - DM Wills - 88002 - 4034 Centre Road - 3rd Sub Engineering Review - June 30 2022.pdf - DM Wills -88002 - 4034 Centre Road - Third Planning Review - July 2022.pdf - 7 2021-D023-N2a (Source Water Zoning).pdf - 8 2021-D024-N2a (Source Water Site Plan).pdf - By-law No. 2014-17 (Constructed Roadway Agreement).pdf - Site Plan 5883-02B-August30-2022 (hydro notation).pdf - Carrington-Patterson - Draft Site Plan Agreement.pdf
Final Approval Date:	Aug 30, 2022

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Elana Arthurs

The Corporation of the Township of Douro-Dummer
By-law Number 2022-XX

**Being a By-law to amend By-law Number 10-1996, as amended,
otherwise known as "The Township of Douro-Dummer
Comprehensive Zoning By-law"**

Whereas By-law No. 2013-56, as passed by Council on October 15, 2013 had the effect of placing a holding provision (H) on certain lands located within Part of Lot 10, Concession 9 of the former Township of Douro, (now the Douro Ward of the Township of Douro-Dummer) in the County of Peterborough, more particularly described as roll no. 1522-010-004-08100;

And Whereas the Township of Douro-Dummer has entered into a 'Level of Municipal Services and Access Agreement';

And Whereas the Township of Douro-Dummer has approved of the Site Plans and a Site Plan Agreement has been entered into;

And Whereas all other applicable provisions of Section 3.15 of By-law No. 10-1996, as amended have been complied with;

And Whereas pursuant to Section 36(4) of The Planning Act, R.S.O. 1990, as amended, a by-law may be passed by Council for removing a holding provision (H);

And Whereas By-law Number 10-1996, as amended, regulates the use of land and the use and erection of buildings and structures within the Township of Douro-Dummer;

And Whereas Section 34 of The Planning Act, RSO 1990, as amended, permits the Council to pass an amending Zoning By-law;

And Whereas the Council of the Township of Douro-Dummer deems it advisable to amend By-law No. 10-1996 as amended;

Now Therefore the Council of the Township of Douro-Dummer hereby enacts as follows:

1. The area affected by this By-law consists of land located at 4034 Centre Road, Douro Ward, in the County of Peterborough, as indicated on Schedule "A" attached hereto, and forming part of this by-law, more particularly described as:

**Concession 9, Pt Lot 10, Blocks 7 to 8
Douro Ward
4034 Centre Road
Roll No.: 1522-010-004-08100**

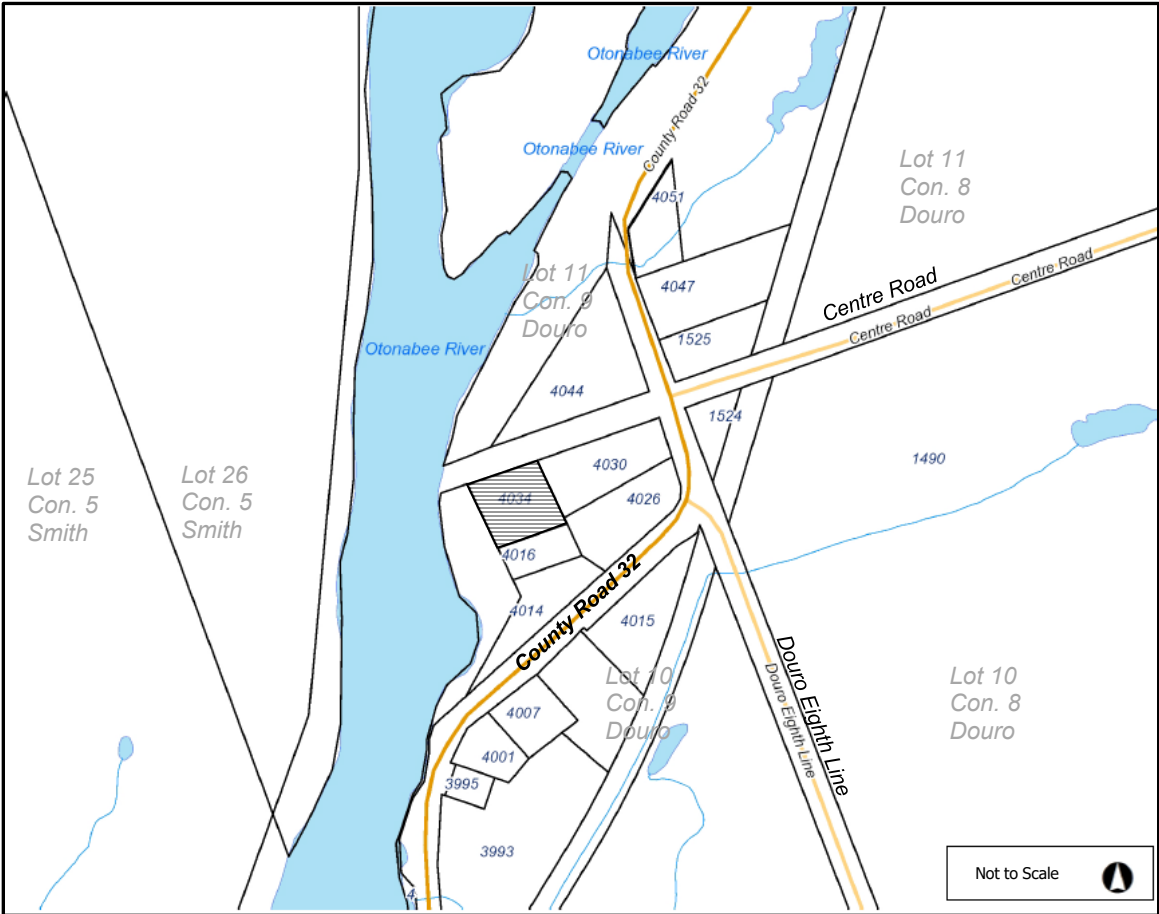
2. Section 21 – Special Districts is amended by deleting subsection "21.190, Special District 190 - Holding (S.D. 190-H) Zone" in its entirety and replacing it with the following:


21.190 Special District 190 (S.D. 190) Zone

No person shall within any Special District 190 (S.D. 190) Zone use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

File: R-17-21
Roll No. 1522-010-004-08100

Schedule “A” to By-law 2022-XX



 **Subject Property to remain zoned 'Special District 190 Zone (S.D. 190)'**

This is Schedule 'A' to By-law No. 2022-XX passed this _____ day of _____, 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig



February 18, 2022

Martina Chait-Hartwig,
Deputy Clerk
Township of Douro Dummer
Warsaw, ON, K0L 3A0

Re: File: R-17-21 and Site Plan Approval, Carrington and Paterson, 4034 Centre Road, Douro Ward; Roll# 1522 010 004 08100; ORCA File: PPLD-2219 and PPLD-2220

Dear Martina Chait-Hartwig,

The Otonabee Region Conservation Authority (Otonabee Conservation) has received the circulated *Planning Act* application noted above.

The subject lands are currently zoned S.D. 190-H (Special District 190- Holding). The effect of this by-law amendment is to remove the Holding symbol and to allow for a new special provision to permit an increase in the maximum lot coverage to allow for the construction of a dwelling and accessory structures.

The purpose of the Site Plan application is to facilitate the registering of a site plan agreement on the property as a condition of the removal of the holding symbol.

Otonabee Conservation technical staff have reviewed the submitted documents:

- 'Scoped Environmental Impact Study (EIS)' prepared by Oakridge Environmental Ltd. (ORE Project #21-2979) October 2021
- 'Planning Report' prepared by Ron Davidson Land Use Planning Consultant Inc. dated December 13, 2021.
- 'Planting Plan', Submitted by Others, no date.
- 'Site Plan' (Drawing No. 5883-02B) prepared by M.J. Davenport & Associates Ltd. dated April 2021

Otonabee Conservation's Interest in this application is four-fold:

The Otonabee Region Conservation Authority
250 Milroy Drive, Peterborough, ON K9H 7M9
Phone: 705-745-5791 Fax: 705-745-7488
Email: otonabee@otonabeeconservation.com www.otonabeeconservation.com



1. *Otonabee Conservation has reviewed this application through our delegated authority from the Province to represent provincial interests regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS).*

A review of the available information and the submitted site plan indicate that the flooding hazard of the Otonabee River abuts the western property line. **Therefore, it is the opinion of Otonabee Conservation that the application has demonstrated consistency with PPS 3.1.**

2. *The Authority has reviewed the application as a service provider to the Township of Douro Dummer, in that we provide technical advice on natural heritage matters through a Memorandum of Understanding.*

A review of available mapping indicates the subject property is within 120 metres of the Otonabee River, a key hydrological feature (KHF). New development and site alteration is prohibited from the Otonabee River 30-metre vegetation protection zone (VPZ)/buffer. The VPZ includes the flooding hazard associated with this feature. The Site Plan demonstrates that all development is setback from the VPZ. ORCA staff recommend this setback is established in the Site Plan Agreement.

Technical staff generally agree with the recommendations outlined in the EIS.

Development and site alteration (including planting plan), should adhere to the recommendations (setbacks, ESC plan, timing windows) as illustrated on EIS Figure 7 and outlined in EIS Section 10.0

Therefore, given the submission of above noted comments, it is the opinion of Otonabee Conservation that the application has demonstrated consistency with PPS 2.1, 2.2 and GPPGH 4.2.3 and 4.2.4.

3. *Otonabee Conservation has reviewed the application through a regulatory lens. Under Ontario Regulation 167/06, this Authority's 'Development, Interference with Wetlands and Alterations to Shorelines and Watercourses' regulation under Section 28 of the Conservation Authorities Act, any development, interference with or alteration within a flooding hazard, erosion hazard, watercourse, wetland and their adjacent lands/areas of interference requires a permit from the Authority. When an application is circulated under the Planning Act will also require an Otonabee Conservation permit, it is the practice of the Authority to establish the policy requirements of both processes during the planning stage.*

The above property is subject to Ontario Regulation 167/06, Otonabee Conservation 'Development, interference with wetlands and alterations to shorelines and watercourses' regulation. **Permits from this agency will be required prior to any site alteration, construction, or demolition.**

4. *Otonabee Conservation has reviewed the application in terms of the Revised Trent Source Water Protection Plan (SPP), prepared under the Clean Water Act. The SPP, intended to protect Ontario's drinking water at its source, came into effect on January 1, 2015 and contains policies to protect sources of municipal drinking water supplies from existing and future land use activities.*

The SPP contains policies to protect municipal drinking water sources from existing and future land use activities that pose a significant drinking water threat. On December 14, 2021, Restricted Land Use Notice 2021-D024-N2a was issued under Part IV of the *Clean Water Act* by Terri Cox, Risk Management Official and Risk Management Inspector for the Otonabee-Peterborough Source protection Area which includes the Township of Douro-Dummer. This Notice is valid for one year and confirms that there are no Threats associated with the municipal approval of the proposed Site Plan for a single unit dwelling, two sheds, a swimming pool and septic system on the Property.

Note to Municipal staff regarding Site Plan Approval:

Site Grading Plan

The submitted site plan indicates the site being mostly filled, and the main building is being raised approximately 1.0m above existing grade. However, the majority of grade points delineate the existing grade. To ensure the site will have positive and adequate drainage through suitable swales, ORCA staff has a number of questions for clarity to support site plan approval. Please see ORCA Engineering Review (February 17, 2022).

Planting Plan

ORCA staff recommends updating the Planting Plan accordingly in support of Site Plan approvals.


The Planting Plan is not consistent with the EIS recommendations (Sections 9.2 & 10.2). The plan suggests the planting of cedars in the vicinity of the proposed excavation of existing slope and construction of the overland drainage swale.

- Using the cross-section being prepared by the consulting engineer for the post development grading of this area, please delineate the location of the trees.
- The proposed plantings should not interfere with the long-term operation of the proposed grass swale.
- The intent of the Planting Plan is to create a barrier between development and the watercourse to support erosion/pollution abatement from lawns or bare soils associated with construction and site occupancy.
- The plant species selection is acceptable. However, technical staff recommend adding shrub species (dogwoods, willows), additional groundcover (other ferns and flowering plants),

and an appropriate seed mix or sod to stabilize disturbed soils. Otonabee Conservation staff can provide a shoreline plant list in support of finalizing the Planting Plan.

Please contact me if you have any further questions or concerns.

Best regards,

A handwritten signature in dark ink that reads "Matthew Wilkinson". The script is cursive and fluid, with the first name and last name clearly distinguishable.

Matthew Wilkinson
Planner

Begin forwarded message:

From: Jordon MacArthur <JordonM@curvelake.ca>
Subject: RE: Paterson report ready P156-0323-2021 Archaeological assessment done
Date: August 23, 2021 at 3:23:58 PM EDT
To: Pat Dibb <ynas@cogeco.net>

Good afternoon pat,

This is to confirm I have reviewed the report and recommendations. I am in agreement with what was conducted, and no further assessment being required due to the heavy disturbance.

There are no further concerns, questions or comments.

Thank you,

Jordon MacArthur
Archaeological Program Administrator
Curve Lake First Nation Government Services Building
22 Winookeeda Road, Curve Lake, ON K0L 1R0
P: 705.657.8045 ext. 237 C: 705.957.9549 F: 705.657.8708
W: www.curvelakefirstnation.ca
E: JordonM@curvelake.ca

-----Original Message-----

From: Pat Dibb <ynas@cogeco.net>
Sent: August 19, 2021 11:58 AM
To: Jordon MacArthur
<JordonM@curvelake.ca>; danamonague@chimissing.ca; pmonague@chimissing.ca; natasha.charles@georginaisland.com; shardayj@ramafirstnation.ca; sanford@scugogfirstnation.com; Dave Simpson <consultation@alderville.ca>
Subject: Paterson report ready P156-0323-2021 Archaeological assessment done

Hello Everyone,

Hope everything is going good where you are.

Here are the Stage 1 Paterson report and FN engagement Supplementary Document for the Douro-Dummer area, in Peterborough County for review and comment. These will go into the Ministry of Heritage, Sport, Tourism, Culture Industries, in 2 weeks. The property is heavily disturbed, low lying, and poorly drained and the owners have been told that they will have to raise the grade in order to put in a septic bed and add even more fill to raise the house above the septic bed. No existing soil on site will be disturbed, any construction will be raised on a concrete slab. Given the disturbed nature of the site no further assessment is being recommended.

Thank you so much for your attention and time.

Call or email if you have any issues or concerns.

Regards,

Pat Dibb
Senior Archaeologist
YORK NORTH ARCHAEOLOGICAL SERVICES INC.
1264 Bathurst Street
Peterborough, Ontario
K9H 6X8
Telephone: 705-742-7301
Fax: 705-740-9095



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**Ministry of Heritage, Sport, Tourism, and
Culture Industries**

Archaeology Program Unit
Programs and Services Branch
Heritage, Tourism and Culture Division
5th Floor, 400 University Ave.
Toronto ON M7A 2R9
Tel.: (437) 339-9231
Email: Teresa.Tremblay@ontario.ca

**Ministère des Industries du patrimoine, du sport, du
tourisme et de la culture**

Unité des programme d'archéologie
Direction des programmes et des services
Division du patrimoine, du tourisme et de la culture
5e étage, 400 ave. University
Toronto ON M7A 2R9
Tél. : (437) 339-9231
Email: Teresa.Tremblay@ontario.ca



Oct 2, 2021

Patricia A. Dibb (P156)
York North Archaeological Services
1264 Bathurst Peterborough ON K9H 6X8

**RE: Review and Entry into the Ontario Public Register of Archaeological Reports:
Archaeological Assessment Report Entitled, "STAGE 1 ARCHAEOLOGICAL
ASSESSMENT FOR THE PROPOSED DEVELOPMENT OF 4034 CENTRE ROAD IN
PART LOT 10, CONCESSION 9, DOURO-DUMMER TOWNSHIP PETERBOROUGH
COUNTY, ONTARIO", Dated Aug 18, 2021, Filed with MHSTCI Toronto Office on Sep
1, 2021, MHSTCI Project Information Form Number P156-0323-2021, MHSTCI File
Number 0014672**

Dear Ms. Dibb:

This office has reviewed the above-mentioned report, which has been submitted to this ministry as a condition of licensing in accordance with Part VI of the *Ontario Heritage Act*, R.S.O. 1990, c 0.18.¹ This review has been carried out in order to determine whether the licensed professional consultant archaeologist has met the terms and conditions of their licence, that the licensee assessed the property and documented archaeological resources using a process that accords with the 2011 *Standards and Guidelines for Consultant Archaeologists* set by the ministry, and that the archaeological fieldwork and report recommendations are consistent with the conservation, protection and preservation of the cultural heritage of Ontario.

The report documents the assessment of the study area as depicted in Figure 7: Air Photograph showing disturbed areas in 2021 relative to current property conditions in 2020 of the above titled report and recommends the following:

Based on the Stage 1 background research and the onsite visit and in light of significant past soil disturbance by both the former owners and the current owners the archaeological integrity of the Study Area is such that the archaeological integrity has been impacted to remove potential for intact archaeological resources to exist within the confines of the Studied Areas. No further archaeological assessment is warranted or required for the current Study Area.

Based on the information contained in the report, the ministry is satisfied that the fieldwork and reporting for the archaeological assessment are consistent with the ministry's 2011 *Standards and Guidelines for Consultant Archaeologists* and the terms and conditions for archaeological licences. This report has been entered into the Ontario Public Register of Archaeological Reports. Please note that the ministry makes no

representation or warranty as to the completeness, accuracy or quality of reports in the register.

Should you require any further information regarding this matter, please feel free to contact me.

Sincerely,

Teresa Tremblay
Archaeology Review Officer

cc. Archaeology Licensing Officer
David Patterson, Patterson Auto
IAN MUDD, COUNTY OF PETERBOROUGH

¹ *In no way will the ministry be liable for any harm, damages, costs, expenses, losses, claims or actions that may result: (a) if the Report(s) or its recommendations are discovered to be inaccurate, incomplete, misleading or fraudulent; or (b) from the issuance of this letter. Further measures may need to be taken in the event that additional artifacts or archaeological sites are identified or the Report(s) is otherwise found to be inaccurate, incomplete, misleading or fraudulent.*

File No.	<u>R-17-21</u>
Date App. Submitted	<u>Dec. 20, 2021 (Revised June 8, 2022)</u>
Application Fee	<u>\$ Paid</u>
Date Fee Received	<u>Dec. 20, 2021</u>
Date Application Deemed Complete	<u>Jan. 5, 2022</u>
Roll No.	<u>1522-010-004-08100</u>

(Section 34 of the Planning Act, R.S.O. 1990, c. P. 13, as amended)

Fax:

Fax: _____

Page 142 of 268

4.0 Legal Description/Location/Property Characteristics/Access to Subject Land:

County Peterborough		Township Douro-Dummer	Ward (Former Township) Douro
Concession Number(s) 9	Lot Number(s) 10	Legal Description: Part Lot 9, Concession 10	
Registered Plan No:	Lot(s)/ Block No.	Civic/911 Address: 4034 Centre Road	
Reference Plan No:	Part Number(s):	Are there any easements or restrictive covenants affecting the property?	
Date subject land was purchased by current		September 2020	

4.1 Dimensions of the Subject Land

Frontage: <input type="checkbox"/> Water: None <input type="checkbox"/> Road: None	Depth: <input checked="" type="checkbox"/> Min: 54.25 m <input checked="" type="checkbox"/> Max: 54.25 m	Area: 2795.85 m ²
--	--	------------------------------

4.2 Access to the Subject Land

Access to Subject Property –		<input type="checkbox"/> Existing or <input checked="" type="checkbox"/> Proposed
<input type="checkbox"/> Municipal Road – maintained year round	<input type="checkbox"/> Private Road	
<input type="checkbox"/> County Road	<input type="checkbox"/> Right-of-way	
<input type="checkbox"/> Provincial Highway	<input type="checkbox"/> Water	
<input checked="" type="checkbox"/> Other public road (Specify): Driveway on unopened road allowance		
Name of Road/Street:	Centre Road	
If access to the land is by water only:		
Where are parking and docking facilities:		
Approximate distance from subject land:		
Approximate distance from nearest public road:		

5.0 Official Plan Designation and Zoning

Official Plan Designation: 'Rural' with special policy 6.2.2.11(d)(vi)

Please provide an explanation of how the application for rezoning will conform to the Official Plan

See attached Planning Report

Zoning By-law Designation: Special District 190 with holding (S.D. 190-h)

Is the subject land in an area where zoning conditions apply? ☐ Yes ☒ No. If yes, please explain how the application conforms to the Official Plan policies relating to zoning with conditions: _____

5.1 Density and Height Requirements

Are there minimum and maximum density requirements on the property: ☐ Yes ☒ No

If Yes, what are they and are they being met? _____

Are there minimum and maximum height requirements on the property: ☒ Yes ☐ No

If Yes, what are they and are they being met? Max building height of 9.0 metres. No minimum building height.

6.0 Purpose of the Application

Please describe the nature and extent of the rezoning request: To add another provision to the site-specific

zoning to increase the 'maximum lot coverage' requirement from 15% to 17.1%, and to remove the 'h' suffix.

Please explain the reason for the requested rezoning: The rezoning would facilitate the construction of a detached dwelling

on the subject property, along with a pool, pool shed and storage shed, as illustrated on the attached Site Plan.

7.0 Settlement/Employment Areas

Does the application propose to implement or alter a boundary of an area of settlement:

☐ Yes ☒ No If Yes, please explain the details of the Official Plan or Official Plan Amendment that deal with this matter? _____

Does the application propose to remove land from an area of employment (Hamlet or Special Industrial properties): ☐ Yes ☐ No If Yes, please explain the details of the Official Plan or Official Plan Amendment that deal with this matter? _____

8.0 Property Characteristics, Access and Servicing Information**Water Supply:**

- ☐ Existing
☒ Proposed

Please identify the type of water supply serving the subject property:

- ☒ Privately-owned/operated individual well
☐ Privately-owned/operated communal well
☐ Publicly-owned/operated piped water system
☐ Lake or other water body
☐ Other (specify): _____

Storm Drainage:

- ☐ Existing
☒ Proposed

Please identify the type of storm drainage serving the subject property:

- ☐ Sewers ☐ Ditches ☒ Swales
☐ Other (specify): _____

Sewage Disposal:

- ☐ Existing
☒ Proposed

Please identify the type of sewage disposal serving the subject property:

- ☒ Privately-owned/operated individual septic system
☐ Privately-owned/operated communal septic system
☐ Publicly-owned/operated sanitary sewage system
☐ Privy
☐ Other (specify): _____

If the sewage disposal system is proposed, have you obtained a permit from the Peterborough Public Health? ☐ Yes or ☒ No

Permit Number: _____

Does the application permit development on Privately-owned/operated individual or communal septic systems and more than 4500 Litres of effluent would be produced per day as a result of the development being completed?

(this is usually anything above or beyond a regular single family dwelling)

- ☐ Yes or ☒ No

If yes, the following are required:

- a) A servicing options report Date received: _____
b) A hydrogeological report Date received: _____

Source Water Protection Area:

Is your property within a vulnerable area as defined by the Source Water Protection Plan? ☒ Yes or ☐ No

If yes, have you attached the required clearance notice from the Risk Management Official with your application? ☒ Yes or ☐ No

9.0 Existing and Proposed Uses and Structures:

What is the subject land currently used for? Vacant

How long have the existing uses of the subject land continued? Always vacant

What are the proposed uses of the subject land? Residential, i.e. dwelling and accessory structures.

In the tables below, please provide information regarding all existing and proposed structures (this information must also be included on the site plan provided with the application). **Please note** that an up-to-date location survey will be required.

Existing Structures (in metric)

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Length	Width	Height	Date Constructed
None							

Please place an asterisk (*) beside any existing structure that will be demolished.

Proposed Structures (in metric)

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Length	Width	Height
Detached dwelling	478.69 m ²	555 m ²	1 plus lofts	Irregular	Irregular	8.84 m
Shed	9.3 m ²	9.3 m ²	1	3.048 m	3.048 m	4.5 m
In-ground swimming pool	59.487 m ²	59.487 m ²	N/A	12.19 m	4.88 m	In-ground

Will the proposal add any of the following?

	Yes	No	If yes, please provide:	Existing	Proposed
Total Living Area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Size		316 m ²
Bedrooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Number		3
Bathrooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Number		3
New Plumbing Fixtures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Number of Fixtures		23.5

10.0 Existing and Proposed Structures: Setbacks

In the tables below, please provide information regarding all existing and proposed structures (this information must also be included on the site plan provided with the application). **Please note** that an up-to-date location survey will be required.

Existing Structures (in metric)

Type of Structure	Front Lot Line	Rear Lot Line	Side Lot Line	Side Lot Line	Water yard	Other (specify)
None						

Please place an asterisk (*) beside any existing structure that will be demolished.

Proposed Structures (in metric)

Type of Structure	Front Lot Line	Rear Lot Line	Side Lot Line	Side Lot Line	Water yard	Other (specify)
Detached dwelling	6.47 m	16.45 m	17.72 m	6.0 m		
Pool shed	38 m +/-	18.56 m	9.65 m	40 m +/-		
In-ground swimming pool	6.47 m	31 m +/-	8.13 m	41.24 m +/-		

Note: Information regarding the definitions of the requested dimensions and setbacks can be obtained from the Township's Zoning By-law 2010-55.

Lot Coverage (in metric and percentage)

	Existing	Proposed
Principle Use (i.e. Dwelling)	0%	17.1%
Accessory Structures	0%	2.5%
Total	0%	19.6%

11.0 Other Information:

Please provide any additional information that you feel may be relevant in the review of this application on additional pages as necessary along with any required studies.

12.0 Other Planning Applications

Please indicate if the subject land is or has been the subject of an application under the Planning Act.

Type of Planning Application	Yes	No	File Number	Status
Approval of Plan of Subdivision (under Section 51)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Consent (Severance) (Section 53)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Minor Variance (Section 45)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Other: Site Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	None assigned, yet	Submitted recently

13.0 Provincial Plans

Is the application consistent with the Provincial Policy Statements? ☒ Yes or ☐ No

Is the subject property within an area of land designated under any provincial plan(s)? ☒ Yes or ☐ No
(Growth Plan applies to the entire County of Peterborough)

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

14.0 Public Consultation Strategy:

Please provide a description of the Public Consultation Strategy that will be used by the applicant during the zoning by-law amendment process to ensure that the public is consulted, please attached additional pages if needed:

The owner will not be consulting with the neighbours. Neighbours within 120 metres of the site will be invited to the public meeting by the Township as required under Section 34 of the Planning Act.

15.0 Authorization by Owner to Appoint an Agent:

I/We David Paterson and Kathryn Carrington, being the owner(s) of the subject land, hereby, authorize Ron Davidson to be the applicant in the submission of this application.

Signature [Redacted]

Date Dec 13, 21

Signature [Redacted]

Date Dec 13/21

16.0 Freedom of Information:

For the purposes of the Freedom of Information and Protection of Privacy Act, I/We authorize and consent to the use by or the disclosure to any person or public body or publishing on the Municipal website any information that is collected under the authority of the Planning Act for the purposes of processing this application.



Owner/Applicant/Agent Signature

Dec 13, 21

Date



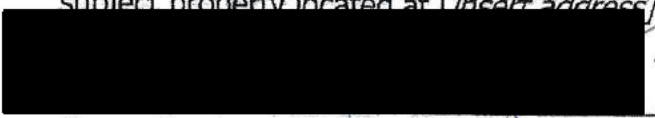
Owner/Applicant/Agent Signature

Dec 13/21

Date

17.0 Access to Property:

I/We David Paterson and Kathryn Carrington, hereby, authorize the members of the Council of the Township of Douro-Dummer or their agent(s)/representative(s) to attend at the subject property located at Insert address 1034 Centre Road



Owner/Applicant/Agent Signature

4034 
Dec 13/21

Date

18.0 Declaration of Applicant:

I/We Ron Davidson of the City of Owen Sound in the
(name of owner(s)/agent(s)) (city/town/township in which you reside)
County of Grey in the Province of Ontario solemnly
(County/Upper-tier municipality, if applicable) (Province/Territory)
declare that:

All the statements contained in this application and provided by me are true and I
make this solemn declaration conscientiously believing it to be true and knowing
that it is of the same force and effect as if made under oath


Declared before me at the Township of
Douro-Dummer in the County of Peterborough
this 22 day of November, 2021.



Signature of Commissioner, etc.

Jodi Lynne Potter, a Commissioner, etc.,
Province of Ontario, for Andrew E. Drury,
Barrister and Solicitor.
Expires January 5, 2023.

**To be signed in the presence
of a Commissioner for taking affidavits**


Owner/Applicant Agent Signature

Owner/Applicant Agent Signature

This application must be accompanied by the Township of Douro-Dummer Zoning By-law
Amendment Fee (\$1470.00) plus the ORCA Fee in cash, by Interac or cheque made payable to
the Treasurer of the Township of Douro-Dummer).

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

File Name/No. _____
Roll No. _____

Affidavit

In the Matter of a **Zoning By-law** application to the Township of Douro-Dummer,
I/We, Ron Davidson, make oath and say that:
[Print Owner/Applicant/Agent name]

1. I am: *[Place a clear mark within the square opposite one of the following paragraphs that describes capacity of deponents.]*
 - ☒ the applicant or one of the applicants in the Application(s).
 - ☐ the authorized agent acting in this matter for the applicant or applicants.
 - ☐ an officer of the corporate applicant named in the Application(s).
2. On or before the *[Insert date]* 20 days prior to the public meeting _____,
I will ensure that the notice or notices of the Application(s) provided to me (or the Applicant, as the case may be) by the Township of Douro-Dummer have been posted so as to be clearly visible and legible from a public highway, or other place to which the public has access, at every separately assessed property in the area that constitutes the subject land of the Application(s) or, where posting on the property was impractical, at a nearby location so as to adequately indicate to the public what property is the subject of the Application(s).
Should the notice(s) be removed, by any means from the posting area(s), I will immediately contact the Township of Douro-Dummer Planning Department for replacement copies of the notice(s).

Declared before me at the Township of
Douro-Dummer in the County of Peterborough
this 22 day of November, 2021.

Signature of Commissioner, etc.
[Redacted Signature]
Judi Lynne Potter, a Commissioner, etc,
Province of Ontario, for Andrew E. Drury,
Barrister and Solicitor.
Expires January 5, 2023.

**To be signed in the presence
of a Commissioner for taking affidavits**

[Redacted Signature]
Owner/Applicant Agent Signature

Owner/Applicant Agent Signature

Note: Failure to post the notices, as required by this Affidavit, may result in additional costs and/or delays with your application.



Township of Douro-Dummer

Planning Application Costs Acknowledgement Form

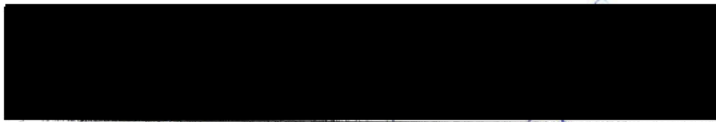
I/We, David Paterson and Kathryn Carrington
[Print Owner/Applicant/Agent name]

do hereby acknowledge and agree that the payment of the fee that is submitted with this application for a Zoning By-law Amendment, as being an application fee only, will be used to defray the costs of processing this application, and;

do also hereby acknowledge and agree to assume all costs** incurred by the Township of Douro-Dummer associated with the processing of this application that exceed the amount of the application fee, including, but not restricted to, Professional Planning Fees, Engineering Fees and Legal Fees, in addition to the municipal costs associated with this application, and;

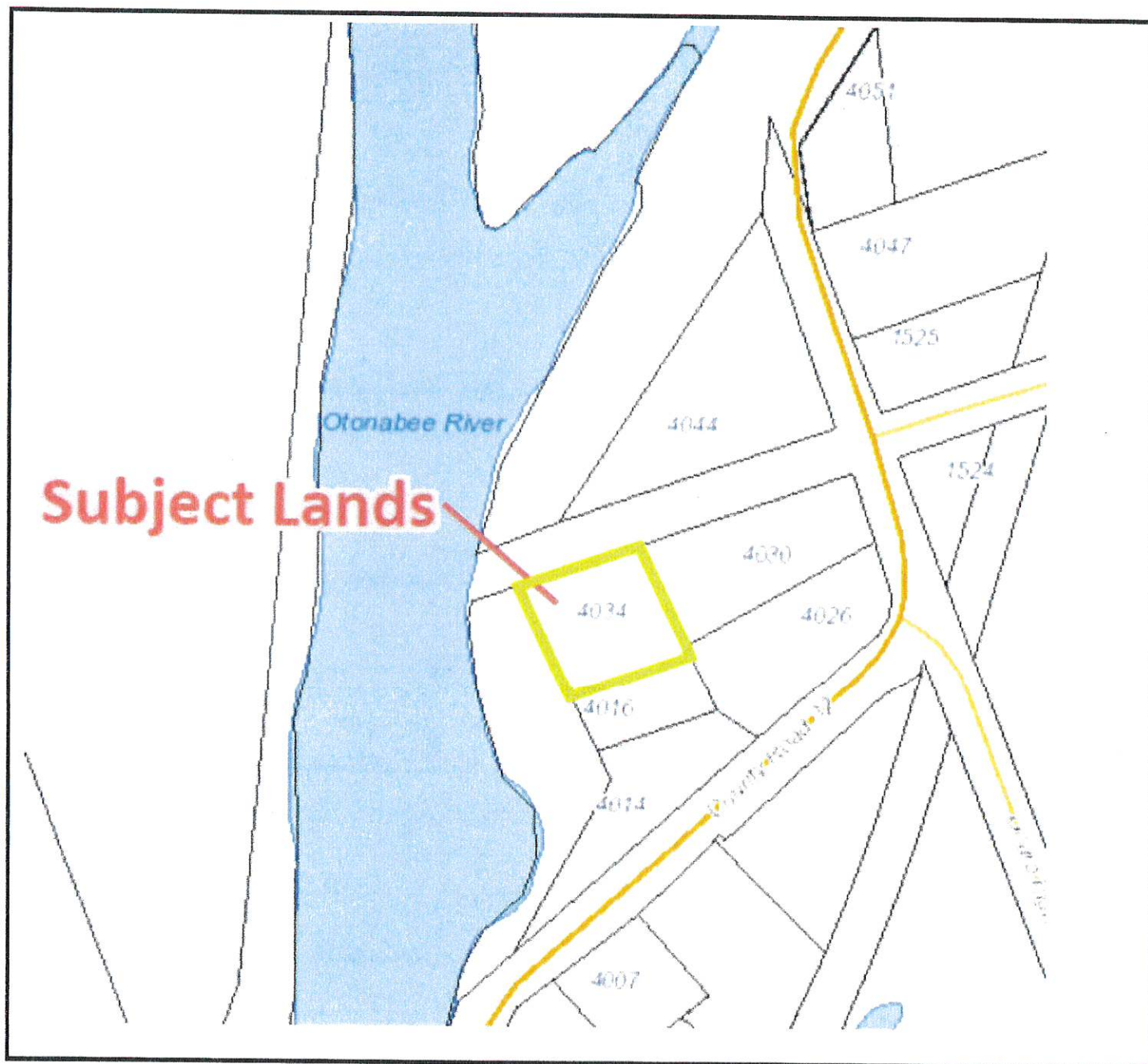
do also hereby acknowledge and agree to assume all costs** incurred by the Township of Douro-Dummer associated with any Appeal to the Local Planning Appeal Tribunal with respect to this application.

Dated this 13 day of December 20²¹.


Owner/Applicant/Agent Signature

****** Written consent from the applicant will be obtained prior to any such additional costs being incurred.

Proposed Zoning By-law Amendment
4034 Centre Road
Township of Douro-Dummer





RON DAVIDSON
LAND USE PLANNING CONSULTANT INC.

June 8, 2022

Township of Douro-Dummer
894 South Street
P.O. Box 92
Warsaw, ON
K0L 3A0

Attention: Martina Chait-Hartwig
Acting Clerk

Dear Martina:

**Re: Applications for Zoning By-law Amendment and Site Plan Control
Part Lot 10, Concession 9
Geographic Township of Douro
Township of Douro-Dummer
County of Peterborough
4034 Centre Road
Owner: David Paterson and Kathryn Carrington**

Further to the comments provided by D. M. Wills Associates Limited dated May 13, 2022 regarding the above-noted applications, I offer the following:

Engineering Letter:

The recommended changes stated under **Site Plan / Grading Plan** have been made to the drawing. A new version of the Site Plan is enclosed.

The recommended changes stated under **Erosion Control Plan** have been made to that drawing. A new version of the Erosion Control Plan is also enclosed.

Planning Letter:

With regard to **1.0 Source Water Protection (SWP) Restricted Land Use Notice**, please be advised that the Risk Management Officer has stated in an e-mail (attached) that their original letter is still relevant.

Regarding **2.0 Zoning By-law Amendment Application**, please be advised of the following:

The Zoning By-law Amendment has been amended as follows:

- to reflect the size of the dwelling as per the Site Plan;
- to reflect the height of the shed as per the Site Plan; and,
- to include details of the swimming pool;

The revised Zoning By-law Amendment application is enclosed.

Any engineering requirements pertaining to the swimming pool will be satisfied at the time in which the swimming pool permit is being sought.

Regarding **3.0 Planning Report**, this letter fulfills the requirement for a letter explaining how each of the comments raised in the peer reviewer's letters have been addressed.

Regarding **4.0 Site Plan Application**, the comments provided in Section 4.1 are reflected in the revised Site Plan / Grading Plan, which is enclosed as noted above.

A Landscaping Plan is currently being prepared by a qualified professional. A copy will be forward to the Township in the near future.

The requested Elevation Drawings were filed with the Township earlier but presumably weren't forwarded to the peer reviewer. It would be appreciated if you could provide those drawings to your consultant.

Final Remarks:

I trust this information is satisfactory. As noted above, we anticipate submitting the Landscaping Plan in the near future. In the meantime, it would be appreciated if this revised package of information could be reviewed.

4034 Centre Road
Township of Douro-Dummer

Sincerely,

A handwritten signature in blue ink, appearing to be 'Ron Davidson', with a stylized, cursive script.

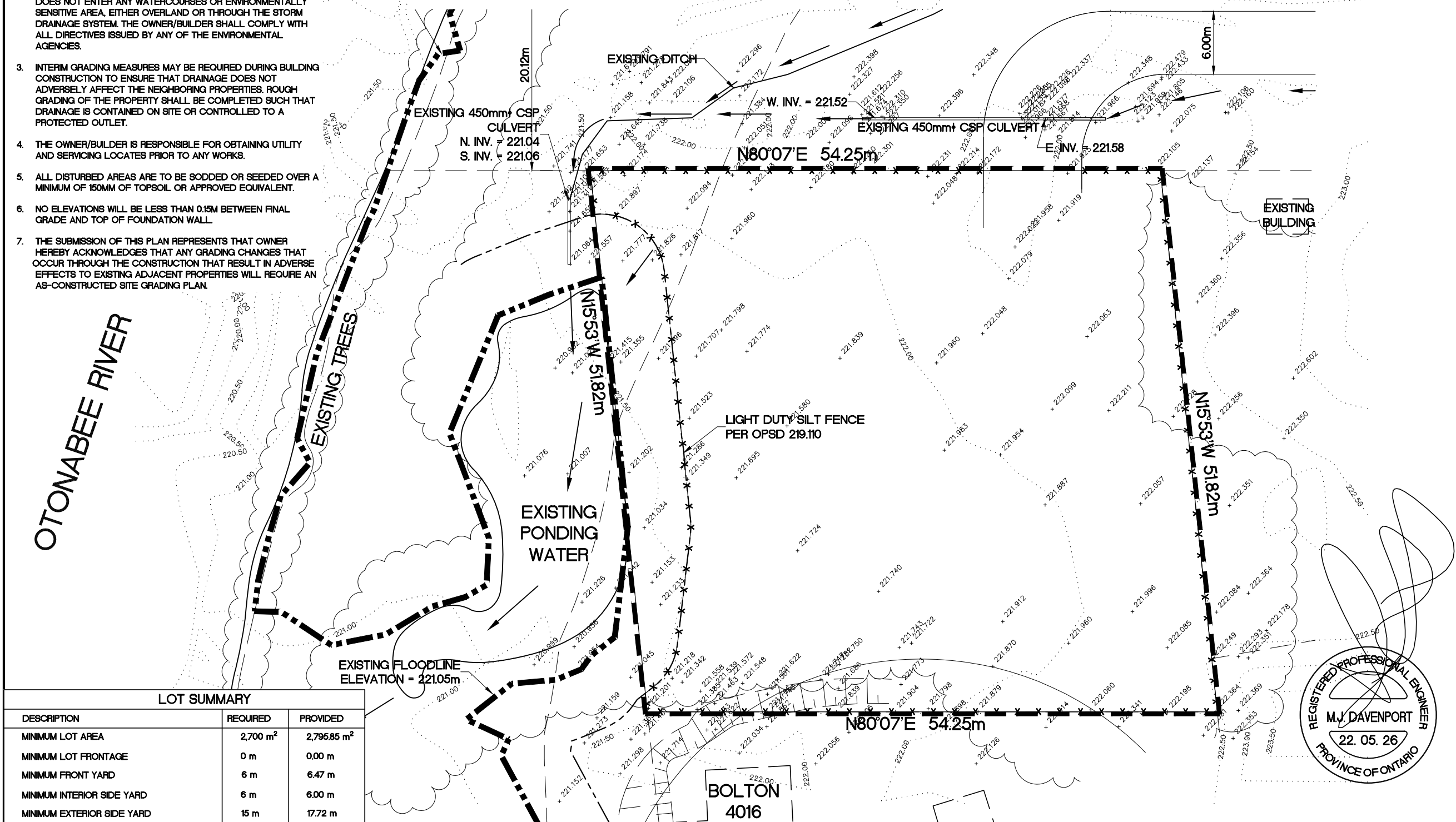
Ron Davidson, BES, RPP, MCIP

c.c. David Paterson and Kathryn Carrington
Murray Davenport

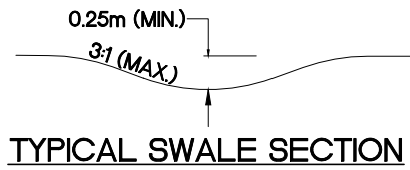
NOTES:

1. DRAINAGE SHALL BE SELF-CONTAINED ON SITE BY THE CONSTRUCTION OF SWALES OR DRAIN TO A PROTECTED OUTLET. DRAINAGE SHALL NOT IMPACT ADJACENT PROPERTIES.
2. SEDIMENT AND EROSION CONTROL MEASURES SHALL BE IMPLEMENTED TO PREVENT MIGRATION OF SILT AND SEDIMENT FROM THE SUBJECT LOT TO ANY ADJACENT LOT, INCLUDING MUNICIPAL RIGHT-OF-WAY. SPECIAL CARE SHALL BE TAKEN TO ENSURE THAT SILT AND SEDIMENT LADEN SURFACE WATER DOES NOT ENTER ANY WATERCOURSES OR ENVIRONMENTALLY SENSITIVE AREA, EITHER OVERLAND OR THROUGH THE STORM DRAINAGE SYSTEM. THE OWNER/BUILDER SHALL COMPLY WITH ALL DIRECTIVES ISSUED BY ANY OF THE ENVIRONMENTAL AGENCIES.
3. INTERIM GRADING MEASURES MAY BE REQUIRED DURING BUILDING CONSTRUCTION TO ENSURE THAT DRAINAGE DOES NOT ADVERSELY AFFECT THE NEIGHBORING PROPERTIES. ROUGH GRADING OF THE PROPERTY SHALL BE COMPLETED SUCH THAT DRAINAGE IS CONTAINED ON SITE OR CONTROLLED TO A PROTECTED OUTLET.
4. THE OWNER/BUILDER IS RESPONSIBLE FOR OBTAINING UTILITY AND SERVICING LOCATES PRIOR TO ANY WORKS.
5. ALL DISTURBED AREAS ARE TO BE SODDED OR SEEDED OVER A MINIMUM OF 150MM OF TOPSOIL OR APPROVED EQUIVALENT.
6. NO ELEVATIONS WILL BE LESS THAN 0.15M BETWEEN FINAL GRADE AND TOP OF FOUNDATION WALL.
7. THE SUBMISSION OF THIS PLAN REPRESENTS THAT OWNER HEREBY ACKNOWLEDGES THAT ANY GRADING CHANGES THAT OCCUR THROUGH THE CONSTRUCTION THAT RESULT IN ADVERSE EFFECTS TO EXISTING ADJACENT PROPERTIES WILL REQUIRE AN AS-CONSTRUCTED SITE GRADING PLAN.

SCALE 1 : 400



LOT SUMMARY		
DESCRIPTION	REQUIRED	PROVIDED
MINIMUM LOT AREA	2,700 m ²	2,795.85 m ²
MINIMUM LOT FRONTAGE	0 m	0.00 m
MINIMUM FRONT YARD	6 m	6.47 m
MINIMUM INTERIOR SIDE YARD	6 m	6.00 m
MINIMUM EXTERIOR SIDE YARD	15 m	17.72 m
MINIMUM REAR YARD	15 m	16.46 m
MINIMUM WATER YARD	30 m	—
MINIMUM FLOOR AREA	100 m ²	478.69 m ²
MINIMUM FIRST STOREY FLOOR AREA	60 m ²	478.69 m ²
MAXIMUM LOT COVERAGE	15%	17.1%
MAXIMUM HEIGHT	9 m	8.84 m
MAXIMUM NUMBER OF DWELLINGS PER LOT	1	1



TYPICAL SWALE SECTION

AREA SUMMARY			
DESCRIPTION	AREA (sq.m)	COVERAGE (%)	BYLAW
DETACHED DWELLING AND ATTACHED DECK	478.69	17.1%	15.0%
ACCESSORY STRUCTURES	68.79	2.5%	5.0%
LANDSCAPE	2,248.37	80.4%	
TOTAL	2,795.85	100%	

KEY PLAN

1	AS PER TOWNSHIP OF DOURO-DUMMER COMMENTS (25/05/22)	26/05/22	JZ	MJD
NO.	REVISIONS	DATE	BY	APP'D

BENCHMARKS

BM 1 ELEV. 224.784 (CGVD2878)

BRASS CAP ON THE CONCRETE OF EAST SIDE OF LOCK 24

BENCHMARK No. 721414

LEGEND

- 100.00 PROPOSED ELEVATION
- 100.00 PROPOSED SWALE ELEVATION
- PROPOSED DRAINAGE
- 3R PROPOSED NUMBER OF 200mm RISERS
- 100.00 EXISTING SWALE ELEVATION
- * 100.00 EXISTING ELEVATION TO REMAIN UNCHANGED

M.J. DAVENPORT & ASSOCIATES LIMITED

P.O. BOX 2452 STN MAIN, PETERBOROUGH, ONTARIO K9J 7Y8

TEL : (705) 745-6676 FAX : (705) 745-7326

PATERSON & CARRINGTON

4034 CENTRE ROAD, BOLTONS CORNERS
LOT 10 CONCESSION IX
TOWNSHIP OF DOURO
COUNTY OF PETERBOROUGH

EROSION CONTROL PLAN

DESIGNED BY: M. J. DAVENPORT	SCALE: 1 : 400
DRAWN BY: J. ZHOU	
DATE: APRIL, 2021	DRWG. NO.: 5883-EC
PROJECT NO.: 21-D-5883	

NOTATION:
DATA FOR THIS PLAN DERIVED FROM THE ENGINEERING SITE PLAN
OF M.J. DAVENPORT & ASSOCIATES LIMITED - 5883-02B - APRIL 2021

STATEMENT

THIS PLAN INTENDS TO SERVE AS A GUIDELINE FOR YOUR FUTURE
LANDSCAPE DEVELOPMENT. THE FOCUS IS ON THE PERIMETER EDGES
AS THE PRIORITY TO DEMARCAT & TO PROVIDE FOR PRIVACY.

THE THE MAJORITY OF THE EDGE IS DEVELOPED AS A NATIVE
LANDSCAPE PROVIDING SHELTER, FOOD & POLLINATION SOURCES FOR A
VARIETY OF WILDLIFE.

AS THIS IS A NEWLY CONSTRUCTED RESIDENCE, WE RECOMMEND THAT
THE INTERNAL GARDENS SHOULD BE DEVELOPED AFTER A PERIOD OF
OCCUPANCY SO THAT PATTERNS & HABITS ARE ESTABLISHED.



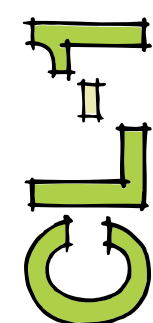
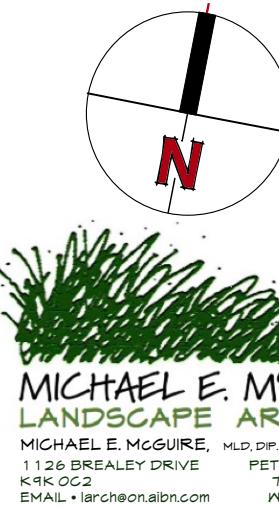
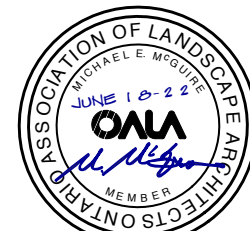
- BLACK EYED SUSAN - *RUDBECKIA HIRTA*
- EARLY GOLDENROD - *SOLIDAGO JUNCEA*
- FOWL MEADOWGRASS - *POA PALUSTRIS*
- FOXGLOVE - *ADONIS VULGARIS*
- INDIANGRASS - *SORGHASTUM NUTANS*
- LITTLE BLUESTEM - *SCHIZACHYRIUM SCOPARIUM*
- NEW ENGLAND ASTER - *ASTER NOVAE-ANGLIAE*
- SHOWY TICK TREFOL - *DESMODIUM CANADENSE*
- SWITCHGRASS - *PANICUM VIRGATUM*
- WHITE VERVAIN - *VERBENA URTICIFOLIA*
- WILD BERGAMOT - *MONARDA FISTULOSA*
- BUTTERFLY MILKWEED - *ASCLEPIAS TUBEROSA*

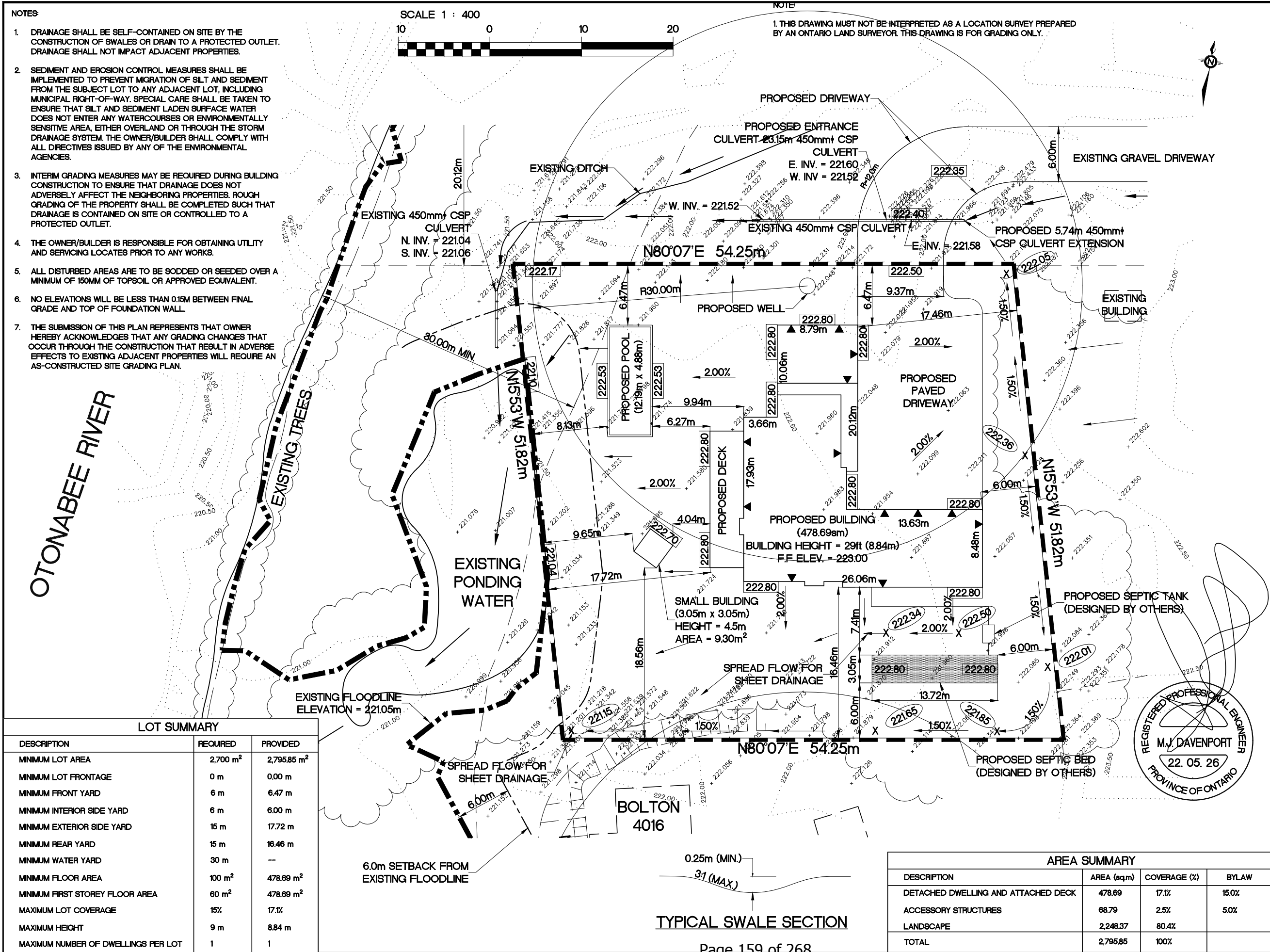
THE
PATERSON-CARRINGTON
RESIDENCE
4034 CENTRE RD. BOLTON'S CORNERS

CONCEPTUAL
LANDSCAPE
SITE PLAN

SCALE 1:200 PROJECT NO. 222-10 DATE JUN, 22 DWG. NO. CL-1 OF 1 LAST ISSUED JUNE 18, 22

M.J. DAVENPORT
& ASSOCIATES LIMITED
CONSULTING ENGINEERS & PLANNERS
2010 KEENE ROAD • OTONABEE • ONTARIO • K9J 6X7
PH (705) 745-6676 • FAX (705) 745-326 • Email davenporteng@gmail.com





KEY PLAN

NO.	REVISIONS	DATE	BY	APP'D
1	AS PER TOWNSHIP OF DOURO-DUMMER COMMENTS (25/05/22)	26/05/22	JZ	MJD

BENCHMARKS

BM 1 ELEV. 224.784 (CGVD2878)
BRASS CAP ON THE CONCRETE OF EAST SIDE OF LOCK 24
BENCHMARK No. 721414

LEGEND

- 100.00 PROPOSED ELEVATION
- 100.00 PROPOSED SWALE ELEVATION
- PROPOSED DRAINAGE
- 3R PROPOSED NUMBER OF 200mm RISERS
- 100.00 EXISTING SWALE ELEVATION
- * 100.00 EXISTING ELEVATION TO REMAIN UNCHANGED

M.J. DAVENPORT & ASSOCIATES LIMITED
P.O. BOX 2452 STN MAIN, PETERBOROUGH, ONTARIO K9J 7Y8
TEL : (705) 745-6676
FAX : (705) 745-7326

PATERSON & CARRINGTON
4034 CENTRE ROAD, BOLTONS CORNERS
LOT 10 CONCESSION IX
TOWNSHIP OF DOURO
COUNTY OF PETERBOROUGH

SITE PLAN

DESIGNED BY: M. J. DAVENPORT
DRAWN BY: J. ZHOU
DATE: APRIL, 2021
PROJECT NO.: 21-D-5883

SCALE: 1 : 400
DRWG. NO.: 5883-02B



June 30, 2022

Township of Douro-Dummer
894 South Street, P.O. Box 92
Warsaw, Ontario
K0L 3A0

Attention: Martina Chait, Deputy Clerk

Dear Ms. Chait,

**Re: 4034 Centre Road – Site Plan Approval
Township of Douro-Dummer
Drainage and Grading Review – 3rd Submission
D.M. Wills Project No. 88002**

D.M. Wills Associates Limited (Wills) has been retained by the Township of Douro-Dummer to complete an Engineering Review of the proposed grading and drainage for the property located at 4034 Centre Road. The grading and drainage design is illustrated to the Site Plan and was provided to the Township in support of the proposed Site Plan Approval.

The following information was received and reviewed as part of the 3rd Submission Peer Review:

- Revised Application to Amend Zoning By-law 10-1996
- Comment Response Letter, prepared by Ron Davidson, dated June 8, 2022
- Revised Site Plan, prepared by M.J. Davenport and Associates Limited, dated May 26, 2022
- Revised Erosion Control Plan, prepared by M.J. Davenport and Associates Limited, dated May 26, 2022
- Landscaping Sketch, prepared by M.J. Davenport and Associates Limited, June 13, 2022

All items were reviewed as background information for the proposed development; however, the scope of the engineer review is limited to the Site Plan, Erosion Control Plan and Comment Response Letter. A site visit was completed on March 3, 2022.



D.M. Wills Associates Limited

150 Jameson Drive, Peterborough, Ontario, Canada K9J 0B9

P. 705.742.2297 F. 705.742.9744 E. wills@dmwills.com



4034 Centre Road, Engineering Review Comments
Page 2 of 2
June 30, 2022

Comments

Based on the information provided, all previous comments regarding the proposed Site Plan, Grading and Erosion Control design have been addressed. We have no additional comments at this time.

We trust that this information is suitable for your purposes. Please contact our office if you have any questions or require clarification.
Respectfully submitted,

A handwritten signature in black ink, reading 'Chris Proctor-Bennett'.

Chris Proctor-Bennett, P.Eng.
Group Leader, Stormwater Management Engineering

CPB



PARTNERS IN
ENGINEERING, PLANNING &
ENVIRONMENTAL SERVICES

July 4, 2022

Township of Douro-Dummer
894 South Street
P.O. Box 92
Warsaw, ON
K0L 3A0

Attention: Martina Chait, Clerk

Dear Ms. Chait

**Re: 4034 Centre Road – Zoning By-law Amendment and Site Plan
Approval, Part of Lot 10, Concession 9, Douro Ward, Township of
Douro-Dummer, Planning Peer Review – 3rd Submission
Township File No. R-17-21
D.M. Wills Project No. 22-88002**

D.M. Wills Associates Limited (Wills) has been retained by the Township of Douro-Dummer to complete a Planning Review with respect to the above referenced property. The following information was received as part of the third submission:

- Comment Response Letter, prepared by Ron Davidson, dated June 8, 2022
- Revised Application to Amend Zoning By-law 10-1996
- Revised Site Plan, prepared by M.J. Davenport and Associates Limited, dated May 26, 2022
- Revised Erosion Control Plan, prepared by M.J. Davenport and Associates Limited, dated May 26, 2022
- Conceptual Landscape Site Plan (CL-1), prepared by Michael McGuire, dated June 13, 2022 and revised June 18, 2022

All items were reviewed, however the scope of the planning review was limited to the comment response letter, application, site plan and landscaping plan.

For clarification, the Landscaping Site Plan was reviewed for completeness and adherence to site plan guidelines. Chosen species for vegetation were not assessed for appropriateness.

Comments

Based on the information provided, all previous comments regarding the Application details, Source Water Protection, proposed Site Plan and Landscaping Plan have been addressed.



4034 Centre Road – Township of Douro-Dummer (R-17-21) – Second
Submission
Page 2 of 2
July 4, 2022

Please however note that based on recent communication with Township Staff, building/elevation drawings do not appear to be on file at the Township office, as indicated by the applicant. For ease, resubmission of those drawings would be appropriate, as the drawings may form part of the site plan agreement.

We have no additional comments at this time. We trust that this information is suitable for your purposes. Please contact our office if you have any questions or require clarification.

We trust that this information is suitable for your purposes at this time. Please contact our office if you have any questions or require clarification.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'A. Dougherty'.

Amanda Dougherty, B.A. (Hons.)
Senior Land Use Planner

AD/hd

Restricted Land Use Notice

To Engage in an Activity in a Vulnerable Area for a Municipal Drinking Water Supply

Issued under the *Clean Water Act, 2006*, Section 59 (2) (a)

No Prohibition or Risk Management Plan Requirement

Property: 4034 County Road 32
Municipality: Township of Douro-Dummer
Roll No.: 1522 010 004 08100
Landowner: Kathryn Carrington and David Paterson

Notice: 2021-D023-N2a
Issued: Dec 14, 2021
Expires: Dec 13, 2022

The Property is designated for Restricted Land Use under Section 59 of the *Clean Water Act, 2006 (Act)*, in relation to the **Peterborough Municipal Surface Water System**. This Notice was prepared in response to an Application and was reviewed in pursuant to the Trent Source Protection Plan. This Notice has been issued in relation to an Application for a:

Zoning By-Law Amendment to increase the maximum lot coverage and remove the Holding provision.

Based on a review of the information received, there is no associated land use activity identified as a Significant Drinking Water Threat.

- **Fuel oil heat may be prohibited;**
- This Notice is only effective as it relates to the Application described above;
- Any change to the information submitted under this Application nullifies this Notice, unless otherwise permitted by the Risk Management Official; and,
- This Notice is not valid for any subsequent approvals the proposal may require under the *Planning Act* or for building permits under the *Building Code Act*.

Thank you for your cooperation in protecting our local sources of drinking water.



Terri Cox
Risk Management Official / Risk Management Inspector
Otonabee Region Conservation Authority
705-745-5791 x219 tcox@otonabeeconservation.com

Restricted Land Use Notice

To Engage in an Activity in a Vulnerable Area for a Municipal Drinking Water Supply

Issued under the *Clean Water Act, 2006*, Section 59 (2) (a)

No Prohibition or Risk Management Plan Requirement

Property: 4034 County Road 32
Municipality: Township of Douro-Dummer
Roll No.: 1522 010 004 08100
Landowner: Kathryn Carrington and David Paterson

Notice: 2021-D024-N2a
Issued: Dec 14, 2021
Expires: Dec 13, 2022

The Property is designated for Restricted Land Use under Section 59 of the *Clean Water Act, 2006 (Act)*, in relation to the **Peterborough Municipal Surface Water System**. This Notice was prepared in response to an Application and was reviewed in pursuant to the Trent Source Protection Plan. This Notice has been issued in relation to an Application for a:

Site Plan to allow for a single unit dwelling, two sheds, a swimming pool and septic system.

Based on a review of the information received, there is no associated land use activity identified as a Significant Drinking Water Threat.

- **Fuel oil heat may be prohibited;**
- This Notice is only effective as it relates to the Application described above;
- Any change to the information submitted under this Application nullifies this Notice, unless otherwise permitted by the Risk Management Official; and,
- This Notice is not valid for any subsequent approvals the proposal may require under the *Planning Act* or for building permits under the *Building Code Act*.

Thank you for your cooperation in protecting our local sources of drinking water.



Terri Cox
Risk Management Official / Risk Management Inspector
Otonabee Region Conservation Authority
705-745-5791 x219 tcox@otonabeeconservation.com

The Corporation of the Township of Douro-Dummer

By-law Number 2014-17

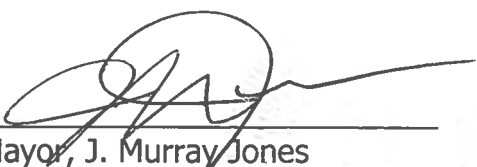
**Being a By-law to Authorize the execution of an Agreement with
Terry and Ruth Hunter (the owners), and
the Corporation of the Township of Douro-Dummer
pursuant to Section 8.3 (c) of the Official Plan
of the Township of Douro-Dummer
(Roll No. 010-004-08100)
(Constructed Roadway)**

Whereas the Township of Douro-Dummer deems it necessary to comply with Section 8.3 (c) of the Official Plan of the Township of Douro-Dummer to enter into an agreement to construct a roadway;

Now Therefore the Council for the Corporation of the Township of Douro-Dummer Enacts as follows:

1. **THAT** the Corporation of the Township of Douro-Dummer enter into an Agreement with Terry and Ruth Hunter, the Owners of property composed of Part of Lot 10, Concession 9, Property Roll No. 010-004-081000 in the former Township of Dummer, which shall be attached to this by-law as Appendix 'A' and forming part of this by-law; under terms and conditions contained therein.
2. **THAT** the Mayor and the Clerk be hereby authorized to execute such Agreement and affix the Corporate Seal thereto.

Passed in Open Council this 1st day of April, 2014



Mayor, J. Murray Jones



Acting Clerk, David Clifford

This Agreement dated the 26th day of March, 2014

B E T W E E N

Ruth Hunter and Terry Hunter

("hereinafter referenced as the Property Owners")

-and-

The Corporation of the Township of Douro-Dummer

("hereinafter referenced as the Municipality")

AGREEMENT

WHEREAS Terry Hunter and Ruth Hunter presently own property constituting Part of Lot 10, Concession 9, in the former Township of Douro, ("the Lands") now in the amalgamated Municipality of Douro-Dummer, in the County of Peterborough, as more particularly described in Schedule "A" annexed hereto;

AND WHEREAS various land use approvals have been provided by the Township of Douro-Dummer in reference to the construction of a single unit dwelling in relation to the subject property presently owned by the Property Owners;

AND WHEREAS the Property Owners desire to utilize an unopened road allowance which is situate to the west of County Road 32 in the said Municipality;

AND WHEREAS the unopened road allowance is shown on a Site Plan completed by M. J. Davenport and Associates Ltd. and dated December 2011 with drawing number reference 4689-01 and the same has been stamped by M. J. Davenport and Associates Ltd. under date of January 17, 2013.

AND WHEREAS the parties hereto desire to specify the terms and conditions in relation to the use to be made by the unopened road allowance by Terry and Ruth Hunter for a proposed driveway to service and provide vehicular and pedestrian access to their proposed single family home;

NOW THEREFORE THE PARTIES HERETO AGREE AS FOLLOWS:

1. Terry and Ruth Hunter shall take all actions, undertake all works, and pay all associated expense in reference to the construction of a said proposed driveway to service the said proposed single family home to be constructed on their property situate at Lot 10, Concession 9 in the former Township of Douro. The property owners further acknowledge that they will be fully responsible for the maintenance of the proposed driveway to service the said proposed single family dwelling to be constructed on their property in Lot 10, Concession 9, geographic Township of Douro and further acknowledge and agree that the Municipality shall not be responsible for any maintenance or liability for the proposed driveway.
2. In reference to the construction of the said proposed driveway it shall be undertaken in accordance with the specifications and site features as shown on a Site Plan completed by M. J. Davenport and Associates Ltd. with drawing no. 4689-01 which subject Plan is dated December 2011 and stamped and updated by the said M. J. Davenport and Associates Ltd. under date of January 17, 2013. In particular, the said modification to the original Plan is to increase the driveway width. The Municipality acknowledges and concurs that it has reviewed the site features as shown on the subject Site Plan and concurs with the said project and works as specified and shown on the said Site Plan.

3. The said Property Owners shall not undertake any action to construct or open up the said unopened road allowance in any manner. In no aspect, shall any cars be parked on the unopened road allowance.
4. The Property Owners shall undertake no act to encumber the said unopened road allowance.
5. Nothing in this Agreement precludes the said Municipality from undertaking any action, legal or otherwise, which would open the said road allowance, and have the same made available for use as a Municipal highway. In the event that the Municipality decides to open up the said road allowance and incorporate same into the Township road system as a public highway, this agreement shall be at an end.
6. In reference to the completion of the said works, the said Property Owners shall;
 - a) Notify the Clerk of the Municipality in writing as it would relate to the commencement of any works on the subject road allowance in completion of the terms and conditions of this Agreement;
 - b) Prior to commencing construction, the Owners' contractor shall provide the Township Clerk with a public liability insurance policy with limits of no less than \$2,000,000.00 per occurrence in which the Township is to be a named insured. In addition, the contractor shall provide a current Certificate from the Workers Safety Insurance Board confirming that the contractor is in good standing.
 - c) Have their Engineer keep the Manager of Public Works of the said Municipality aware of aspects in reference to the construction schedule, and

periodically review with the Manager of Public Works the nature and progress of the completion of the said works;

- d) Provide notification for a final inspection in reference to the completion of the said works, which notice shall be provided to both the Township Clerk and to the Manager of Public Works of the Municipality;
 - e) Upon notification of the final completion of the works, the Manager of Public Works shall undertake an inspection and advise of any specific concerns in reference to the completion of the said works in accordance with the Site Plan.
 - f) Upon completion of the work, the Engineer employed by Terry and Ruth Hunter shall provide certification to the Township that the works have been completed pursuant to the plan prepared by M. J. Davenport & Associates Ltd. as drawing number 4689-01, dated December 2011 as stamped and updated by the said M. J. Davenport & Associates Ltd. under date January 17, 2013.
7. The said Site Plan as hereinbefore described is deemed to be a Schedule "1" to this Agreement.
8. The Property Owners acknowledge that the unopened road allowance is not now maintained by the Municipality.
9. The Property Owners acknowledge that there is no obligation upon the Municipality to maintain the unopened road allowance providing access to the Lands of the property owners subsequent to the construction of any new

buildings or subsequent improvement to existing buildings on the Property Owners' Lands.

10. The Property Owners specifically covenant and agree to accept the existing level of services as being adequate and acceptable.

11. The Property Owners specifically covenant and agree not to seek any additional or enhanced services from the Municipality subsequent to receipt of a building permit for the construction of any improvement on their Lands.

12. The Property Owners shall deposit with the Municipal Clerk a certified cheque or bank draft in favour of the Municipality from a Schedule 1 Chartered Canadian Bank for the sum of \$10,000.00. The deposit shall be held until the work described in this Agreement has been completed and approved by the Township Manager of Public Works, acting reasonably

13. The Property Owners shall reimburse the Municipality for all of its legal, planning and engineering fees incurred by it with respect to this Agreement and the development contemplated herein. Without limiting the generality of the foregoing, the Property Owners acknowledge that this agreement shall be registered on title to their property. Fees shall be payable by the Property Owners on receipt of a billing from the Municipality.

14. This Agreement shall be binding upon the heirs, successors and assigns of the Property Owners. It is herein specifically acknowledged and agreed by the Property Owners that they shall provide actual notice of the subject Agreement to any potential purchaser, and shall also provide actual notice of the same to any real estate broker or agent that they might utilize in reference to the potential sale of the subject property.

15. The parties hereto acknowledge that they have read, understood, and obtained independent legal advice in reference to this Agreement and its terms and conditions.

This Agreement dated this 30th day of April, 2014



Terry Hunter
Terry Hunter

Witness as to both Signatories

Ruth Hunter
Ruth Hunter

This Agreement dated this 1 day of APRIL, 2014

THE CORPORATION OF THE TOWNSHIP
OF DOURO-DUMMER
Per:

J. Murray Jones
J. Murray Jones, Mayor

David Clifford
David Clifford, CAO

I/We have authority to bind the Corporation

SCHEDULE 'A'

Pt Lt 10, Con 9, Douro as in R688890; Douro-Dummer, being PIN 28177-0123 (LT)

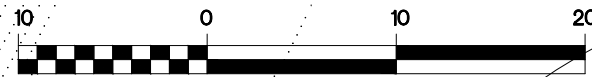
SCHEDULE '1' – SITE PLAN AGREEMENT

The Site Plan Agreement is on file at the Municipal Office and may be reviewed during normal business hours, upon request.

NOTES:

1. DRAINAGE SHALL BE SELF-CONTAINED ON SITE BY THE CONSTRUCTION OF SWALES OR DRAIN TO A PROTECTED OUTLET. DRAINAGE SHALL NOT IMPACT ADJACENT PROPERTIES.
2. SEDIMENT AND EROSION CONTROL MEASURES SHALL BE IMPLEMENTED TO PREVENT MIGRATION OF SILT AND SEDIMENT FROM THE SUBJECT LOT TO ANY ADJACENT LOT, INCLUDING MUNICIPAL RIGHT-OF-WAY. SPECIAL CARE SHALL BE TAKEN TO ENSURE THAT SILT AND SEDIMENT LADEN SURFACE WATER DOES NOT ENTER ANY WATERCOURSES OR ENVIRONMENTALLY SENSITIVE AREA, EITHER OVERLAND OR THROUGH THE STORM DRAINAGE SYSTEM. THE OWNER/BUILDER SHALL COMPLY WITH ALL DIRECTIVES ISSUED BY ANY OF THE ENVIRONMENTAL AGENCIES.
3. INTERIM GRADING MEASURES MAY BE REQUIRED DURING BUILDING CONSTRUCTION TO ENSURE THAT DRAINAGE DOES NOT ADVERSELY AFFECT THE NEIGHBORING PROPERTIES. ROUGH GRADING OF THE PROPERTY SHALL BE COMPLETED SUCH THAT DRAINAGE IS CONTAINED ON SITE OR CONTROLLED TO A PROTECTED OUTLET.
4. THE OWNER/BUILDER IS RESPONSIBLE FOR OBTAINING UTILITY AND SERVICING LOCATES PRIOR TO ANY WORKS.
5. ALL DISTURBED AREAS ARE TO BE SODDED OR SEEDED OVER A MINIMUM OF 150MM OF TOPSOIL OR APPROVED EQUIVALENT.
6. NO ELEVATIONS WILL BE LESS THAN 0.15M BETWEEN FINAL GRADE AND TOP OF FOUNDATION WALL.
7. THE SUBMISSION OF THIS PLAN REPRESENTS THAT OWNER HEREBY ACKNOWLEDGES THAT ANY GRADING CHANGES THAT OCCUR THROUGH THE CONSTRUCTION THAT RESULT IN ADVERSE EFFECTS TO EXISTING ADJACENT PROPERTIES WILL REQUIRE AN AS-CONSTRUCTED SITE GRADING PLAN.

SCALE 1 : 400



NOTE:

1. THIS DRAWING MUST NOT BE INTERPRETED AS A LOCATION SURVEY PREPARED BY AN ONTARIO LAND SURVEYOR. THIS DRAWING IS FOR GRADING ONLY.



KEY PLAN

NO.	REVISIONS	DATE	BY	APP'D
3.	UNDERGROUND HYDRO NOTE REVISED	08/30/22	JC	MJD
2.	GARAGE IDENTIFIED	08/06/22	JZ	MJD
1.	AS PER TOWNSHIP OF DOURO-DUMMER COMMENTS (25/05/22)	26/05/22	JZ	MJD

BENCHMARKS

BM 1 ELEV. 224.784
BRASS CAP ON THE CONCRETE OF EAST SIDE OF LOCK 24
BENCHMARK No. 721414

LEGEND

- 100.00 PROPOSED ELEVATION
- 100.00 PROPOSED SWALE ELEVATION
- PROPOSED DRAINAGE
- 3R PROPOSED NUMBER OF 200mm RISERS
- 100.00 EXISTING SWALE ELEVATION
- * 100.00 EXISTING ELEVATION TO REMAIN UNCHANGED

M.J. DAVENPORT & ASSOCIATES LIMITED

P.O. BOX 2452 STN MAIN, PETERBOROUGH, ONTARIO K9J 7Y8 TEL : (705) 745-6676 FAX : (705) 745-7326

PATERSON & CARRINGTON

4034 CENTRE ROAD, BOLTONS CORNERS
LOT 10 CONCESSION IX
TOWNSHIP OF DOURO
COUNTY OF PETERBOROUGH

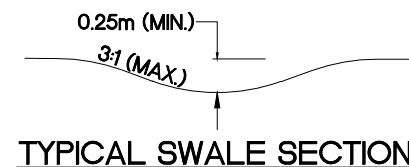
SITE PLAN

DESIGNED BY: M. J. DAVENPORT	SCALE: 1 : 400
DRAWN BY: J. ZHOU	
DATE: APRIL, 2021	DRWG. NO.: 5883-02B
PROJECT NO.: 21-D-5883	

LOT SUMMARY

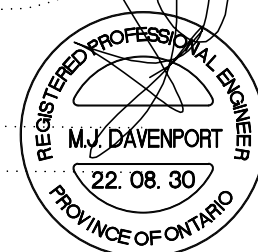
DESCRIPTION	REQUIRED	PROVIDED
MINIMUM LOT AREA	2,700 m ²	2,795.85 m ²
MINIMUM LOT FRONTAGE	0 m	0.00 m
MINIMUM FRONT YARD	6 m	6.47 m
MINIMUM INTERIOR SIDE YARD	6 m	6.00 m
MINIMUM EXTERIOR SIDE YARD	15 m	17.72 m
MINIMUM REAR YARD	15 m	16.46 m
MINIMUM WATER YARD	30 m	—
MINIMUM FLOOR AREA	100 m ²	478.69 m ²
MINIMUM FIRST STOREY FLOOR AREA	60 m ²	478.69 m ²
MAXIMUM LOT COVERAGE	15%	17.1%
MAXIMUM HEIGHT	9 m	8.84 m
MAXIMUM NUMBER OF DWELLINGS PER LOT	1	1

6.0m SETBACK FROM EXISTING FLOODLINE



AREA SUMMARY

DESCRIPTION	AREA (sq.m)	COVERAGE (%)	BYLAW
DETACHED DWELLING AND ATTACHED DECK	478.69	17.1%	15.0%
ACCESSORY STRUCTURES	68.79	2.5%	5.0%
LANDSCAPE	2,248.37	80.4%	
TOTAL	2,795.85	100%	



SITE PLAN
AGREEMENT

THIS AGREEMENT made this _____ day of September, 2022.

BETWEEN:

Kathryn Carrington and David Paterson
Hereinafter called the "**OWNERS**"

OF THE FIRST PART

AND

THE CORPORATION OF THE TOWNSHIP OF
DOURO-DUMMER
Hereinafter called the "**MUNICIPALITY**"

OF THE SECOND PART

WHEREAS the Owner has represented to the Municipality that the lands described in Schedule "A" attached hereto are owned by it as stated in the Certificate of Ownership attached to this Agreement as Schedule "B", and further warrants that all municipal taxes levied against the lands have been paid and will be paid as the same falls due;

AND WHEREAS the Owner would like to construct an addition to the existing school located on the property subject to the Site Plan Agreement;

AND WHEREAS the parties desire to enter into a Site Plan Agreement in regard to certain on-site features of the development of the said property and the provision of services thereto;

NOW, THEREFORE, THIS AGREEMENT WITNESSETH that the parties hereto for themselves, their heirs, executors, administrators, successors and assigns, do covenant and agree as follows:

In this Agreement:

(a) "Municipal Engineer" means the Engineer for the time being of the Corporation of the Township of Douro-Dummer;

(b) "Owner" includes a mortgagee in possession, a tenant in possession pursuant to a leasehold interest, and an encumbrancer in possession, and may mean more than one Owner as specified in the Certificate of Ownership;

(c) "services" or "facilities" includes sewers, grading, drainage work, roads, curbs, sodding, landscaping, sidewalks, walkways, fencing, signs and other works required to be provided pursuant to this Agreement;

(d) where the context permits, words importing the singular number or the masculine or neuter gender also include more persons, parties or things of the same kind than one, and females as well as males.

1. The obligations imposed pursuant to this Agreement affect the land described in Schedule "A" hereto and any restrictive covenants expressed herein run with the land and bind successors in title to the said property as well as the successors and assigns of the Owner.

2. The encumbrancer, if any, agrees to satisfy all of the obligations imposed pursuant to this document if it should enter into possession of the said lands.

3. The following schedules are attached to and form part of this Agreement and no building, structure, or other facility shall be erected, altered, or placed on the said lands except in accordance with the attached Schedules and Plans:

Schedule 1: Site Plan prepared by M.J. Davenport & Associates Ltd., Drwg. No. 5883-02B, dated April, 2021 and Revised May 26, 2022

Schedule 2: Building Plans prepared by Kingdon Timber Mart, dated July 9, 2021, as may be amended and approved by the CBO.

Schedule 3: Erosion Control Plan prepared by M.J. Davenport & Associates Ltd., Drwg. No. 5883-EC, dated April, 2021 and Revised May 26, 2022

Schedule 4: Conceptual Landscape Site Plan, Drwg. No. CL-1, prepared by M.J. Davenport and Associates Ltd. and Michael E. McGuire, Landscape Architect, dated June 18, 2022

Schedule 5: Section 10.0 Recommendations, sEIS prepared by Oakridge Environmental, dated October 2021

Schedule 6: By-law No. 2014-17 (Constructed Roadway)

The Owner agrees to provide the Municipality with any and all plans, information, sketches, surveys or reports as may be requested by the Municipality during the term of this agreement.

Initials

4. It is hereby understood and agreed that if construction is not commenced within one-year (1) from the date of this agreement, that the Municipality, at its option, may declare the plans in this agreement null and void and require the submission of new plans.

5. The Owner shall perform all the work and provide all the materials necessary for the construction of buildings, dwellings and structures as outlined in the Schedules which are attached and noted as Schedules '1' through '6', both inclusive, to this Agreement. Such work shall be fully completed no later than September 31, 2024 (known as "the completion date").

As per the sEIS prepared by Oakridge Environmental, dated October 21, 2021, vegetation (including non-maintained overgrown grass areas) cannot be cleared on the subject site between April 1st and July 31st, corresponding to the Migratory Bird Conservation Act.

As per the sEIS prepared by Oakridge Environmental, dated October 21, 2021, if construction is to occur during the spring and summer period, a heavy-duty silt fence should be installed around all work/disturbance areas. If the work is to be conducted outside the April 1st to October 31st window, then light-duty silt fence can be used instead.

6. The Owner shall prevent damage being caused to existing public highways, other public works, or municipal property in the course of the development of the said lands and shall restore such property to the condition it was in prior to the commencement of development.

7. The Owner shall keep all municipal taxes into good standing as at the date of the execution of this agreement and shall keep all municipal taxes levied against the lands and premises described in Schedule "A" in good standing thereafter.

8. The Owner shall, during excavation and construction on the site, maintain and keep the site in a satisfactory condition, and without limiting the generality of the foregoing, shall:

- a) prevent any damage to abutting properties from erosion, runoff, surface water drainage or other nuisance; and
- b) keep all construction materials, bags, dust or other debris on the site and clean abutting properties immediately if this obligation is not performed.

9. In the event of the sale of the said lands the Owner will obtain the Purchaser's covenant, in writing, to assume full and complete responsibility for the performance of the Owner's continuing obligations under this Agreement including the payment of municipal taxes as the same fall due.

10. The Owner shall bear all costs and expenses incurred by the Municipality in retaining consultants to provide advice and assistance to the staff of the Municipality in reviewing, considering and analyzing any aspect of the application for approval of development of the land described in Schedule "A" hereto annexed, whether such costs and expenses were incurred prior to execution of this agreement or subsequent to such execution. Without limiting the generality of the foregoing, the Owner specifically acknowledges that the Municipality shall require written confirmation from its consultants that the work illustrated in the schedules referenced in paragraph 3 of this agreement has been inspected when advised that the same has been completed by the Owner and has been found to be in compliance with the approved schedules.

The cost of such inspection shall be borne by the Owner and may be deducted from any security held by the Municipality to ensure performance of the Owner's obligations. Upon receiving the aforesaid written confirmation from its consultants, the Municipality covenants and agrees to surrender to the Owner any remaining security which it might hold. The Municipality may require the Owner to deposit with the Municipality financial security in a form satisfactory to the Municipality, sufficient to meet such anticipated costs and expenses. In the event that the Owner fails to deposit such security within 10 days of written demand by the Municipality, the Municipality may discontinue all procedures relating to the development of the lands and may cause the Owner to delay commencement of or cease further work on the project until such time as the requirements of the section have been satisfied. Without limiting the generality of the foregoing, upon execution of the agreement, the Owner shall if not already completed deposit an amount as set out in Schedule "C" with the Municipal Clerk as security towards the cost incurred by the Municipality as outlined above. The Owner shall maintain the security deposit at the sum of the amount set out in Schedule "C" at all times until the Municipality confirms that the Owner has satisfied all requirements of the agreement herein.

11. The Owner further warrants that this Agreement is in registerable form, or will be brought into registerable form, and shall be registered on title at the Owner's expense, and that actual notice of the existence and terms of this Agreement have been provided to any party who has executed, or will execute an offer or option to purchase the said lands. Concurrently with the execution of this Agreement, the Owner shall provide the Municipality with adequate security as outlined herein and all instruments necessary to implement the conveyance of lands, easements, or other interests to the Municipality as well as give priority of registration to this Agreement.

12. The Owner shall deposit with the Municipal Clerk an irrevocable letter of credit in satisfactory form in favour of the Municipality from any Chartered Bank in Canada, for the amount set out in Schedule "C". It shall be on such terms that the Bank shall pay to the Municipality such sums as may be requested from time to time to the maximum limit of the credit without recourse. The letter of credit shall continue to run until the completion date and may be extended at the option of the Municipality if the said services or facilities on the site have not been completed or provided. The letter of credit shall be in such a form that it cannot be revoked unless authorized by the Municipal Clerk and cannot be transferred to any other party. The Owner shall further pay the levies referred to in Schedule "C" annexed hereto upon execution of this agreement.

13. The Owner acknowledges that this agreement shall not in any way relieve it of responsibility for the payment of fees, levies or other charges imposed by the Municipality or by other levels of government.

14. In the event the Owner fails to install or maintain the facilities covered by this Agreement, or fails to proceed expeditiously, or fails to install the services in accordance with the specifications and requirements of this Agreement, then, upon the Municipal Engineer, or his designate, giving seven (7) days' written notice by prepaid registered mail to the Owner, the Municipality, through its employees, agents, or contractors may, without further notice, enter upon the lands and proceed to supply all materials and to do all the necessary inspections and works in connection with the facilities including the repair or reconstruction of faulty work and the replacement of materials which are not in accordance with plans or specifications and to charge the cost thereof, together with the cost of engineering, and any other reasonable expenses incurred by the Municipality, against the Owner. Such entry and work shall not be deemed as acceptance or assumption of said facilities nor an assumption by the Municipality of any liability. It is expressly agreed that the Owner or any person in possession shall not question the cost incurred by the Municipality for labour, materials and all other costs incidental to do the said work and this provision shall be deemed to operate as an effective estoppel in judicial proceedings if such costs are challenged or placed in question. The Owner agrees to permit the Municipal Engineer, or its agents, to enter on the lands at any time to inspect the work. The Municipality may perform any of the required services and collect the cost for the enforcement of this Agreement, as well as for the provision or installation of the requisite services for the said lands, from the security filed by the Owner or may collect the same in the same manner as municipal taxes.

15. The Owner further agrees that entry and performance of works or procedures by the Municipality as herein provided shall not constitute a trespass and the Municipality shall not be responsible for any damages caused in the performance of such work except such damages as may be directly caused by the negligence of the agents, contractors, servants or workmen of the Municipality.

16. The Owner shall indemnify and save the Municipality harmless from any and all actions, claims or demands made or brought against the Municipality by any person or persons for damages arising out of the negligent act, or omissions, or breaches of the Owners, its agents, servants, workmen, and sub-contractors, and assigns in respect of its obligations under this Agreement. It is expressly acknowledged that the Municipality does not warrant the quality of work performed on behalf of the Owner.

17. Unless otherwise stipulated in this Agreement minor alterations or changes to the plan may be requested by the Owner. For the purposes of this provision a minor amendment is deemed to be:

(a) A modification to a specific provision of the Agreement which will not conflict with the general intent and purpose of the Site Plan Agreement.

Such requests shall be made to the Chief Building Official who may authorize the change, in writing. A building permit may be required to implement the proposed alteration.

18. In the event that the Owner shall hereafter propose to alter or amend a previously approved Site Plan elevation drawing or landscape drawing, the Owner shall, if directed by the Municipality so do so, provide written notice of such proposed alteration or amendment to all Owners of land which abut the lands described in Schedule "A" hereto annexed, to such extent, in such form and in such manner as the Municipality may from time to time specify, and the Owner shall file with the Municipality such evidence as the Municipality may require as to the giving of such notice. The Municipality shall thereupon either process the application for approval of the proposed alteration or amendment or require that the Owner give to such abutting Owner such further and/or other notice and information as the Municipality may specify, prior to the processing of the application.

19. Any notice required to be given pursuant to the terms hereof shall be in writing and sent by prepaid registered mail, or personally delivered, to the other party at the following

address:

(a) Notice to the Owners shall be addressed Kathryn Carrington and David Paterson, 1152 Scollard Road, Peterborough, ON K9H 0A7 or via email to patersonauto@hotmail.com, and such shall be deemed to be effective notice.

(b) Notice to the Municipality shall be addressed to the Clerk, 894 South Street, PO Box 92, Warsaw, Ontario, K0L 3A0 and such shall be deemed to be effective notice.

The Owner shall advise the Municipality of any changes of address and subsequent purchasers shall advise the Clerk, in writing, of any changes for service of Notices pursuant to this Agreement. Any such notice that is mailed shall be deemed to be received by the addressee on the fifth day after it is mailed.

20. Notwithstanding any provision hereof relating to notice, the Municipality may, in case of emergency as determined by the Municipal Engineer, perform such work as the said Engineer may consider necessary without notice and all other provisions hereof shall apply mutatis mutandis.

21. The Owner further warrants that this Agreement is in registerable form, or will be brought into registerable form, at the Owner's expense, and that actual notice of the existence and terms of this Agreement have been provided to any party who has executed, or will execute an offer or option to purchase the said lands. Concurrently with the execution of this Agreement, the Owner shall provide the Municipality with adequate security as outlined herein and all instruments necessary to implement the conveyance of lands, easements, or other interests to the Municipality.

22. Notwithstanding anything in this agreement to the contrary, in the event that the Owner is delayed in the performance of any of the Owner's obligations pursuant to this agreement for any reason which the Municipality recognizes as being beyond the control of the Owner, the Owner shall be permitted such extension of time as the Municipality may, in writing, grant for the performance of such obligations.

23. The Municipality may elect to enforce any or all of the enforcement provisions of this agreement in such order or succession as the Municipality may see fit and exercise of any one or more of such provisions shall not preclude exercise of any other of such provisions until such time as complete compliance with this agreement by the Owner has taken place.

24. The Owner shall provide adequate security to the Site during the course of construction. If the structure or building has not been completed by the 31st day of September, 2024, then the Municipality may take appropriate steps to secure the Site and to assess any costs incurred thereby against the Owner. In order to provide adequate security to the Site during the course of construction, the Owner acknowledges that the Municipality may construct an appropriate barrier or fence around the perimeter of the subject lands and assess all costs against the Owner.

25. The Owner hereby acknowledges that he has understood the provisions of this agreement and is familiar with the plans referred to this agreement. The Owner agrees that the requirements of this agreement and the plans shall be brought to the attention of its agents and contractors who are constructing this development. The Owner acknowledges that it is aware of the requirements of the Site Plan Control By-laws of the Municipality and that a penalty for breach of the Site Plan Control By-laws, in the event the plans are not complied with, may result in a charge under Section 67 of the Planning Act, R.S.O. 1990, Chapter P13, as amended.

26. This agreement shall be binding upon the parties, their successors or assigns, but shall not be assignable without the express written approval of the parties.

27. This agreement shall constitute the entire agreement between the parties and there is no representation, warranty, collateral agreement or condition affecting this agreement other than as expressed herein in writing.

28. This agreement shall be construed in accordance with the laws of the Province of Ontario.

29. Should any provision of this agreement be found to be invalid by a Court of competent jurisdiction, that provision shall be severable from the remainder of this agreement and the remainder of this agreement shall remain in full force and effect.

30. This Agreement may be executed in counterpart and each counterpart shall be deemed to be an original and all counterparts taken together shall constitute one fully executed copy of the original Site Plan Agreement.

31. This Agreement has been approved by the Chief Building Official and the Planner for the Municipality. This approval has been verified/received by the Clerk in writing.

WITNESS the respective corporate seals of the respective corporate parties hereto, duly affixed under the hands of their respective signing officers, duly authorized in that behalf.

SIGNED, SEALED AND DELIVERED
in the presence of

)
) Owners
) Per: _____
) Kathryn Carrington
) Per: _____
) _____
) David Paterson

THE CORPORATION OF THE
TOWNSHIP OF DOURO-DUMMER
Per: _____

J. Murray Jones, Mayor

Martina Chait-Hartwig, Acting Clerk
We have the authority to bind the Corporation.

SCHEDULE "A"

DESCRIPTION OF THE LAND

Concession 9, Part Lot 10, Blocks 7 to 8, Douro Ward, Formerly Township of Douro, Douro-Dummer, Roll No. 1522-010-004-08100.

SCHEDULE "B"

Certificate of Ownership.

SOLICITOR'S CERTIFICATE

I, _____, _____, of the City of Peterborough, a Solicitor duly authorized to practice law in the Province of Ontario, DO HEREBY PROVIDE AN OPINION that **Kathryn Carrington and David Paterson** are the true Owners in fee simple of all lands included in the plan as described in Schedule "A" to this Agreement, in accordance with Instrument No. _____ registered in the Land Registry Office for the Land Registry Division of Peterborough on xxxx xx, 20xx.

I FURTHER PROVIDE AN OPINION THAT is the true Owner in fee simple of all land, if any, to be conveyed to the Municipality over which easements or rights are to be conveyed to the Municipality pursuant to the terms of this Agreement.

I FURTHER REPRESENT that such lands are free from all encumbrances save and except the following:

This certificate is given by me to the Municipality for the purpose of having the said Municipality act in reliance on it and approving and registering the said proposed Site Plan Agreement.

DATED at Peterborough, this _____ day of September, 2022.

TO: _____ Barrister and Solicitor
The Corporation of the Township of
Douro-Dummer
894 South Street, PO Box 92
Warsaw, ON KOL 3A0
Attention: Martina Chait-Hartwig, _____
Acting Clerk Address

AND TO: _____
LLF Lawyers LLP
Attention: Jim Baird
Municipal Solicitors Telephone Number
332 Aylmer Street North, PO Box 1146
Peterborough, ON K9J 7H4

SCHEDULE "C"

The letter of credit deposited in favour of the Municipality shall be in the amount of \$5250.00.

DRAFT

SCHEDULE "1"

SCHEDULE "2"

SCHEDULE "3"

SCHEDULE "4"

SCHEDULE "5"

SCHEDULE "6"

Schedule 1 through 6 as identified in paragraph 3 of the Agreement herein are all attached to this agreement and are on file at the municipal office.

Township of Douro-Dummer

Report and Capital Project Status

- Directed by Council and/or CAO
- Directed by the Province/legislation
- Directed by an Agency

Report Status

Department	Date Requested	Directed By	Resolution/Direction	Est. Report Date
Clerk	May 4, 2021	Council	Fee for Muzzle Order Appeal Process * to be combined with the revised animal control by-law and in consultation with a neighbouring municipality	New contract with PHS is now in place.
Clerk	May 4, 2021	Council	Lessner Road Allowance and Closure - Waiting on Payment and Registration	October 2021 September 2022
CAO	June 1, 2021	Council	Future ORV Use in the Township	Complete - Council decision forwarded to County
Public Works / CAO	May 17, 2022	Council	Speed Limit Reduction Request Policy & Follow up on Birchview Road Speed Study Report	Follow-up Complete. Policy Deferred to Future Meeting
Public Works	February 16, 2021	Council	County Road 38 Boulevard Maintenance	Complete
Public Works	February 26, 2021	Council	Sidewalk/Shoulder Maintenance Program	Complete

CAO	August 3, 2021	Council	Public Process to Address Short Term Rentals - Report regarding Committee to Council on August 2 nd , 2022	Search for Committee Members Complete – Awaiting Council Appointments
Building Department	December 21, 2021	Council	Building Department Customer Service Policy with Wait Times	On Hold until new Staff level is in place
Clerks	February 1, 2022	Council	Review of New Procedural By-law	Complete
Building Department	February 8, 2022	Council/COW	Policy Regarding Low Level Decks	Complete
Clerks and Finance	March 15, 2022	Council	Comprehensive Council Remuneration By-law	On September 6, 2022 Agenda for Council Approval
Clerks	March 29, 2022	HR Committee	Revise and Consolidate Township Social Media Policy	Fall 2022
Clerks	April 12, 2022	COW	Update to Complaint Policy	Fall 2022
Corporate	May 3, 2022	Council	Future Gravel Resources	Fall 2022
Planning	June 7, 2022	Council/ Province	Bill 109 – Update to Site Plan Control By-law, Create Pre-Consultation By-law, ensure language in Official Plan allows for Peer Review as part of Complete Application	Site Plan By-law Update – Complete Pre-Consultation and OP language – Winter 2022
Public Works	August 8, 2022	Committee of the Whole	Update Hard Top Policy with timelines for grandfathered roads	Fall 2022

Building Department/ Clerks	August 8, 2022	Committee of the Whole	Special Closed Session to review specific building permit issues.	On Closed Session Agenda for September 6, 2022
Councillor Landsmann/ Clerks	August 8, 2022	Committee of the Whole	Report regarding Santa Claus Parade 2022	Report to Council – September 6, 2022

Capital Project Status

Department	Capital Project List	Status
General Government	Demolition of Old House at Fifth Line - Waiting on bidder to pick up dismantle barn	Barn is removed – August 2022 Tender for house demolition and clean up – December 2022
General Government	Employee and Council Compensation Review	Complete
General Government	New Cubicle Walls	On hold pending Covid-19 update
General Government	New Sloped Roof - Town Hall	Drawings complete, RFP in Fall 2022
General Government	Office and Lower Level Painting – Town Hall	Office Painting is complete Lower Level – 2022
General Government	Bathroom Touchless Fixtures	Deferred to 2023
General Government	Asset Management Plan	Ongoing
General Government	Computer Modernization	Ongoing
General Government	Finance Modernization	In progress – will continue into 2023
Building Department	Lower Level Office Renovations	Renovations in progress – Anticipated Completion October 2022

Building Department	Boat and Trailer	Tender to be issued Fall 2022
Building Department	Cloud Permitting Software	Complete - Launched January 2022
Fire	Douro Station Reconfiguration	Ongoing
Fire	Station 1 Tanker	Delivered
Fire	Station 2 Pumper	RFP Awarded
Fire	Equipment: <ul style="list-style-type: none"> - Bunker Gear - Extrication Tools - Fire Helmets - Vehicle Stabilization Kit - Lifting Air Bags - Ground Monitor - Forestry Pump - Electronic Sign 	Items to be received throughout 2022
Transportation Services	Fuel Pumps – Douro & Warsaw <ul style="list-style-type: none"> - Waiting on testing from County - Sole Source Procurement 	Fall 2022
Transportation Services	Replacement of Pickup Truck	Complete

Transportation Services	Replacement of Volvo Grader	Complete
Transportation Services	Roads Needs Study	Complete
Transportation Services	Loader	Awarded – Waiting on delivery
Transportation Services	3pt Hitch Side Mower	Complete
Transportation Services	One Ton Pickup Truck with snow plow	Awarded – Waiting on delivery
Parks and Recreation	Douro Ice Resurfacer	RFP Awarded
Parks and Recreation	Harvest Room Floor	On hold – researching options – part of budget process
Parks and Recreation	Infield Groomer	Alternative Option Approved by Council – Complete
Parks and Recreation	Parks and Rec Master Plan - Implementation	On hold due to Covid-19
Parks and Recreation	Douro & Warsaw Arena Exterior Doors	Complete
Parks and Recreation	Tables and Chairs	Fall 2022
Parks and Recreation	Lime Kiln Restoration – 2022 Budget	Fall 2022

Recommendation:

That the Public Works-2022-19 report, dated September 6, 2022, regarding County Road 29 Boulevard be received; and

That Council directs staff to draft an agreement between the Township of Douro-Dummer and the Township of Selwyn to perform winter maintenance on the section of paved boulevard at County Road 29 at a cost of \$3,000 for the first year; and

That Staff report back after the completion of one year to determine the feasibility of extending the agreement beyond the first year.

Overview:

At a previous Council meeting, Council directed the Manager of Public Works to provide a solution for winter maintenance on the section of paved boulevard at County Road 29 near Lakefield College school. Staff had discussions with the Manager of Public Works at the Township of Selwyn to possibly perform winter maintenance on the section of the paved boulevard at County Road 29.

Conclusion:

The Township of Selwyn has agreed to take on this additional work with the caveat that the Township of Douro-Dummer maintains all of the liability and further that there is a review of costs after the first year. If Council wishes to proceed, an agreement will be drafted accordingly.

Financial Impact:

The financial impact to the Municipality would be approximately \$3,000 for the first year which also includes the cost for sand and salt. A review of costs following the first year will dictate future expenses.

Strategic Plan Applicability: To ensure that the public works department operates efficiently and effectively.

Sustainability Plan Applicability: N/A

Report Approval Details

Document Title:	County Road 29 sidewalk winter maintenace.docx
Attachments:	
Final Approval Date:	Aug 30, 2022

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Jake Condon was completed by workflow administrator Martina Chait-Hartwig

Jake Condon

Martina Chait-Hartwig

Elana Arthurs

Recommendations:

That the Recreation Facilities-2022-07 report, dated September 6, 2022 regarding the Douro South Park RFP be received.

Overview:

In the 2022 Capital Budget Council approved a project for improvements to be made to Douro South Park which included rebuilding of the canteen (which will also include some storage and washrooms), add tennis/pickleball courts and to make the park more accessible by constructing a ramp.

The 2022 Budget includes \$393,000 for the completion of the project to be funded \$294,750 (75%) through the Canada Community Revitalization Fund, \$80,000 (20%) through the Parkland Reserve and \$18,250 (5%) through Capital Project/Purchases Reserve.

The RFP was issued through Bids & Tenders with the assistance of the County of Peterborough on August 10, 2022 with a final submission deadline of 12:00 noon on August 30, 2022. Two (2) submissions were received although one had an incomplete component and was provided 3 days to complete and return it. At the time of this report that submission had not been received although it is anticipated that it will be received before the Council meeting and staff will be able to provide Council with a verbal update and a recommendation.

Conclusion:

Due to the timing of the report, the final submissions for the Douro South Park RFP had not been received. Staff will provide a verbal update on the results at the meeting.

Financial Impact:

Staff will provide a verbal update at the meeting.

Strategic Plan Applicability:

To develop and/or assist with the development and delivery of social and recreational programs as well as effectively maintaining and updating recreational facilities to promote healthy lifestyles and meet the broad range of community needs.

Recommendation:

That the Building Department-2022-11 report, dated September 6, 2022, regarding Sept 2022 Building Department Update be received and that Council welcome our new Building Official.

Overview:

As provided by Council through a previous Staff report from June 7th, 2022, the Municipality posted for 2 Building Official Positions. Following this, we receive an application from a well qualified individual who will be commencing employment on a permanent basis on September 6, 2022.

This will allow for the Building Dept to have staff available on a Monday to Friday basis. We will also be able to more efficiently and effectively respond to our continued growth of inquiries and resume additional service offerings that were offered in previous years.

As noted in previous staff reports, our 2021-year end permit volume and revenue exceeded our expectations and expenses, which provided a balance reserve of \$315,294. Our 2022 revenue to date has also already exceeded our expenses and we anticipate that we will add a reasonable amount to our reserves at the end of 2022.

A new Customer Service Policy with associated workflows has been drafted to improve internal processes and measures which we have begun to implement and will continue to do so internally over the next few weeks. This policy will be brought forward at an upcoming Council meeting for information and review and we will then be in a position to update our website/educational material and provide better workflow information to all individuals that require the services of the Building Department.

Conclusion:

We were able to fill one of our Building Official positions and look forward to implementing our new workflow to provide better and more efficient service.

Financial Impact:

While there is a cost to additional staffing levels, the Building Department operates on complete cost recovery, with the costs covered by building permit fees.

Strategic Plan Applicability:

To ensure and enable an effective and efficient municipal administration.

Sustainability Plan Applicability: N/A

Report Approval Details

Document Title:	Sept 2022 Building Department Update.docx
Attachments:	
Final Approval Date:	Aug 30, 2022

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

Elana Arthurs

Recommendation:

That the Clerk's Office-2022-08 report, dated September 6, 2022 regarding amendments to the 2022 Council Meeting Schedule and the meeting schedule for 2023 be received and approved.

Overview:

Section 3.2 of the Procedural By-law states that "The Clerk shall, by November 30th of each calendar year, submit a schedule of the upcoming meetings for each Council year for consideration and adoption by the Council." I have prepared the proposed meeting schedule for the 2022 regular council meetings as required by the Procedural By-law and based on the schedule from years past. By adopting this schedule ahead of the year, it makes it easier to inform our ratepayers through our website and newsletter.

Attached to this report is also a schedule for orientation meetings for the new Council to be sworn in on November 15, 2022. All of the training sessions that are not joint with other Townships or the County will be scheduled as Special Council meetings and agendas will be circulated to Council and the public. Further to the request for these additional meeting dates, staff are also recommending that the Council meetings, immediately prior and after the election, to be held on October 18, 2022 and November 1, 2022 both be cancelled. If there is a need for a Council meeting due to an urgent item, a special meeting may be called.

Conclusion:

By providing the 2023 Council meeting schedule in advance, both Council and the public are able to plan for the meetings in 2023 which add transparency and hopefully increased public engagement. Similarly, by approving the change in schedule for 2022, Council, candidates and the public can be well informed of changes to the schedule for the remainder of 2022.

Financial Impact: None.

Strategic Plan Applicability: To ensure and enable an effective and efficient municipal administration.

Sustainability Plan Applicability: None.

Report Approval Details

Document Title:	Amendments to 2022 Council Meeting Schedule and 2023 Council Meeting Schedule.docx
Attachments:	- 2023 Regular Council Meeting Schedule.docx - Draft Council Training Schedule.docx
Final Approval Date:	Aug 22, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs

2023 Council Meeting Schedule

Please note, this schedule only outlines the regularly scheduled meetings of Council. Other Council meetings (i.e. special, emergency, budget, etc.) may be held in addition to the following. Please check the Township's website www.dourodummer.ca on a regular basis to view agendas for Council meetings.

Regular Council Meetings

Month	First Meeting	Second Meeting
January	No Meeting	17
February	7	21
March	7	21
April	4	18
May	2	16
June	6	20
July	No Meeting	No Meeting
August	1	No Meeting
September	5	19
October	3	17
November	7	21
December	5	19

Township of Douro-Dummer Council Orientation Schedule - 2022

Date	Time	Location	Event
November 16	9:30 a.m. to 12 noon	Virtual	In Partnership with County of Peterborough - Integrity Commissioner, Council Code of Conduct and Municipal Conflict of Interest Act Training with Tony Fleming, Cunningham & Swan
November 22	9:00 a.m. to 12 noon	Town Hall	Speed Dating with Staff and Leadership Team, Council Photos, Departmental Presentations
November 22	1:00 p.m. to 4:00 p.m.	Town Hall	Departmental Presentations
November 23	9:00 a.m. to 12:30 p.m.	Town Hall	Departmental Presentation
November 30	9:00 a.m. to 4:00 p.m.	Douro Community Centre	In partnership with County of Peterborough Townships - Roles and Responsibilities of Council – Fred Dean and Nigel Belchamber
December 1	9:00 a.m. to 3:30 p.m.	Bus Tour	Public Works and Roads Tour
December 2	9:00 a.m. to 3:30 p.m.	Bus Tour	Parks and Recreation Facilities and Fire Halls Tour
December 6	1:00 p.m. to 4:00 pm	Virtual	Special Council Meeting – Draft Budget Presentation
December 15	1:00 p.m. to 2:00 p.m.	Virtual	In partnership with County of Peterborough - MFIPPA Training with Else Khoury

Recommendation:

That the Clerk's Office-2022-09 report, dated September 6, 2022 regarding the Compliance Audit Committee be received and that the attached Terms of Reference be approved and further that the appointment By-law be passed.

Overview:

The *Municipal Elections Act, 1996, as amended*, requires Council, before October 1 of an election year to appoint a Compliance Audit Committee to consider applications made by an elector who is entitled to vote in an election and believes on reasonable grounds that a candidate or third-party advertiser has contravened a provision of the *Municipal Elections Act, 1996, as amended*, relating to election campaign finances.

Conclusion:

The Committee shall be comprised of a minimum of three (3) members (and not more than seven members) of the public. Council shall appoint committee members by By-law. In accordance with the *Municipal Elections Act, 1996, as amended*, members of Council or local Boards, Township employees or officers of the Township, candidates, and third-party advertisers are prohibited from being appointed to the Committee. Careful deliberation should be made before considering appointing a member of the public affiliated with any candidate's campaign. The intent of the Committee is to be 'arms length' and transparent.

The Compliance Audit Committee has full delegation of the authority in the *Municipal Elections Act, 1996, as amended*, to address applications requesting an audit of a candidate's or third-party advertiser's campaign finances. This authority includes, but is not limited to, the following:

- Review applications and grant or reject audit requests
- Where an audit is granted, to appoint an auditor, licensed under the Public Accounting Act, and review the audit report
- Where indicated, decide whether legal proceedings shall be commenced
- Consider reports submitted by the Clerk regarding apparent contraventions of contribution limits and make decisions with regard to such reports.

A copy of the Terms of Reference (ToR) for the Committee is attached as well as Draft By-law 2022-28. The other Townships in the County of Peterborough have worked together to establish the ToR and are also recommending that the following individuals be appointed throughout the County:

- Steven Brickell (retired City of Peterborough Clerk), Cheryl Healey (Chartered Accountant and business owner), Dave Clifford (retired CAO, Township of Douro-Dummer) and Nancy Wright-Laking (former Clerk for a variety of municipalities).

Financial Impact:

Members of the Committee shall be paid \$90.00 per meeting (3 hour minimum). For meetings that are more than 3 hours, \$30.00 per hour will be paid for each additional hour. Mileage will be paid in accordance with the Township's approved mileage rate.

Strategic Plan Applicability: To ensure and enable an effective and efficient municipal administration.

Report Approval Details

Document Title:	Compliance Audit Committee.docx
Attachments:	- 2022-28 Compliance Audit Committee 2022 By-law.docx
Final Approval Date:	Aug 22, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs

The Township of Douro-Dummer

By-law No. 2022-28

Being a by-law to Appoint Members to the Compliance Audit Committee for the 2022 Municipal Election

Whereas Section 88.37 (1) of the Municipal Elections Act, R.S.O. 1996, c.32 as amended states that a Council or local board shall, before October 1 of an election year, establish a committee for the purposes of the Act; and

Whereas the Council of the Township of Douro-Dummer deems it advisable to appoint Steve Brickell; Cheryl Healey, Nancy Wright-Laking and Dave Clifford to the Elections Compliance Audit Committee for the Township of Douro-Dummer;

Now Therefore, the Council of the Township of Douro-Dummer hereby enacts as follows:

1. That Steven Brickell; Cheryl Healey, Nancy Wright-Laking and Dave Clifford be appointed to the Elections Compliance Audit Committee for the Township of Douro-Dummer.
2. That in the event the Committee is required to meet, three (3) of the four (4) members will convene to consider an application.
3. That the Committee exercise its duties in accordance with the Municipal Elections Act and the Committee's Terms of Reference attached hereto and forming part of this By-law.
4. That By-law No. 2018-55 be replaced and is hereby repealed.
5. That this By-law shall come into full force and effect on the date of passage thereof.

Passed in Open Council this 6th day of September 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina
Chait-Hartwig

Recommendation:

That the Clerk's Office-2022-12 report, dated June 21, 2022 regarding Council being in a restricted act (lane duck) situation be received for information.

Overview:

Now that Nomination Day, August 19, 2022, has passed staff wanted to provide an information report to Council regarding Section 275 of the Municipal Act which speaks to restricted acts. This Section and the associated acts are colloquially called "Lane Duck". There are two periods where lane duck restrictions may apply. The first is the period from Nomination Day, August 19, 2022 until Election Day, October 24, 2022. The second period is from Election Day, October 24, 2022 until the end of the term of Council, November 14, 2022.

During these two periods lane duck restrictions can occur if:

1. If the new council will have the same number of members as the outgoing council, the new council will include less than three-quarters of the members of the outgoing council.
2. If the new council will have more members than the outgoing council, the new council will include less than three-quarters of the members of the outgoing council or, if the new council will include at least three-quarters of the members of the outgoing council, three-quarters of the members of the outgoing council will not constitute, at a minimum, a majority of the members of the new council.
3. If the new council will have fewer members than the outgoing council, less than three-quarters of the members of the new council will have been members of the outgoing council or, if at least three-quarters of the members of the new council will have been members of the outgoing council, three-quarters of the members of the new council will not constitute, at a minimum, a majority of the members of the outgoing council. 2001, c. 25, s. 275 (1).

Conclusion:

A review took place following the close of Nomination Day, August 19, 2022, and it was found that 75% of the current council will not be returning and therefore the restricted acts will be imposed in accordance with the Act. There will be no need to review this after Election Day. As we have a 5-person Council, and 75% of 5 is 3.75, as two members will not be returning Council is now lane duck and will remain, regardless of the election results, until the swearing in of the new Council on November 15, 2022.

During the lane duck period the following acts are restricted:

- 1) Appointment and removal from office any officer of the municipality;
- 2) The hiring or dismissal of any employee of the municipality;
- 3) The disposition of any real or personal property exceeding \$50,000 in value at the time of disposal;
- 4) Making any expenditure or incurring a liability exceeding \$50,000

It should be noted that restrictions 3) and 4) do not apply if the disposition of the liability or the purchase was included in the approved budget adopted by Council prior to Nomination Day. As well all of the above noted restrictions do not apply where authority has been delegated to a person or body prior to Nomination Day. As Council has previously approved a new Delegated Authority By-law No. 2022-14, which included delegated authority to the CAO for restrictions 1) and 2), there should be little disruption to municipal services.

Financial Impact:

None as a result of this report.

Strategic Plan Applicability:

To ensure and enable an effective and efficient municipal administration.

Report Approval Details

Document Title:	Update on 2022 Municipal Elections Restricted Acts - Lame Duck.docx
Attachments:	- 2022-14 - Delegation of Powers and Duties.pdf
Final Approval Date:	Aug 30, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs

The Corporation of the Township of Douro-Dummer

By-law Number 2022-14

**Being a By-law to Delegate Certain Powers of Council
(Delegation of Powers By-law)
And repeal By-law 2017-33, as amended**

Whereas the Municipal Act, 2001, as amended, requires all municipalities to adopt and maintain policies for the delegation of its powers and duties;

And Whereas the Municipal Act 2001, as amended, provides the general power to authorize a municipality to delegate its powers and duties under this or any other Act to a person or body subject to the restrictions set out in Act;

And Whereas the Council for The Corporation of the Township of Douro-Dummer deems it appropriate to delegate certain powers to staff in order to provide a more expeditious service to our property owners;

Now Therefore The Corporation of the Township of Douro-Dummer hereby enacts as follows:

1. That those duties and powers outlined in Appendix "A" attached hereto and forming part of this by-law are hereby delegated to the respective staff members/positions detailed in Appendix "A".
2. That the conditions as outlined for notice and reporting in relation to the delegation of these powers is hereby adopted.
3. That By-law 20017-33, as amended, be repealed in its entirety.

Passed in open council this 15th day of March, 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig

Appendix "A"

By-law Number 2022-14

Item	Matter	Delegated to:	Delegated Authority; Terms & Reporting Mechanism
1	Hire or Dismiss Staff Section 275 of the Municipal Act, 2001, as amended, sets out that council cannot hire or dismiss staff during an election year when certain circumstances exist under Section 275(1).	CAO This power is delegated to the CAO when Section 275(1) applies.	The CAO is delegated the authority to hire or dismiss any employee of the municipality, with just cause, when Section 275(1) of the Municipal Act, as amended, applies. Required: All members of council and senior management of the municipality shall be immediately notified of the need to hire or dismiss staff and the actions taken to rectify the situation.
2	Making Expenditures or incurring any other liability which exceeds \$50,000 Section 275 of the Municipal Act, 2001, as amended, sets out that council cannot Making Expenditures or incurring any other liability which exceeds \$50,000 during an election year when certain circumstances exist under Section 275(1).	CAO This power is delegated to the CAO when Section 275(1) applies.	The CAO is delegated the authority to making expenditures or incur any other liability which exceeds \$50,000 should it be deemed necessary to continue municipal business when Section 275(1) of the Municipal Act, as amended, applies. The CAO is delegated the authority to approve contracts for projects approved by the Capital Budget and be authorized to assign approved contracts. Required: No decisions will be made relative to making expenditures or incurring any other liability which exceeds \$50,000 until consultation with senior management occurs and members of council will be notified of any actions taken.
3	Develop, approve and implement administrative policies, procedures and practices in the exercise of authority under section 229 of the Act.	CAO This power is delegated to the CAO via Section 229 under the Act	The CAO has the Authority under the Act to develop, approve and implement administrative policies, procedures and practices which ensure the efficient and effective operation of the municipality. Required: Notice will be provided via the appropriate avenue, Council Meeting, Committee of the Whole or HR Committee.
4	Approval of Livestock Damage Claims by Wolves or Bears	Clerk or designate	The Clerk or designate is delegated the authority to approve of the livestock investigators fees at the time of the claim. Required: No action is required.

4	Signing Funding Agreements previously approved of by Council	Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s), are delegated the authority to sign agreements to bind the Township with respect to funding initiatives which have been approved by Council or if the Township does not have to commit to a monetary portion to receive the funding with the Federal or Provincial government or an agency of the government with respect to funding commitments for Township initiatives and to any amendment or termination of such agreements.</p> <p>Required: None required.</p>
5	Signing Land Transfer Documents previously approved of by Council	Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s), are delegated the authority to sign land transfer documents to bind the Township with respect to the purchasing or selling of land previously approved of by Council.</p> <p>Required: Notification will be given to council at the next regular council meeting of the signing of each agreement.</p>
6	Agreements required by Conditions of Severance and/or Minor Variances	Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s) are delegated the authority to sign agreements to bind the Township with respect to any agreements which must be entered into to satisfy conditions imposed upon a severance granted by the Peterborough County Land Division Committee or by a Minor Variance imposed by the Township's Committee of Adjustment, where the minutes of such meetings have been received by Council.</p> <p>Required: None required.</p>
7	Acknowledgment and Direction and Discharge of Charge/Mortgage/Lien – Home Improvement Loans	Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s) are delegated the authority to sign Acknowledgment and Direction documents and Discharge of Charge/Mortgage/Lien for old mortgages entered into by the former Township of Douro and former Township of Dummer, when it is associated with the Home Loan Improvement that were provided by under the Home Development Act</p>

			<p>and the required portion of the loan was repaid.</p> <p>Required: No action is required.</p>
8	Issuance of Mobile Canteen Licences	Clerk or designate	<p>The Clerk or designate is delegated the authority to issue licenses for mobile canteens under the conditions and requirements of the Mobile Canteen By-law.</p> <p>Required: All members of Council and senior management of the municipality shall be notified by email within one (1) week of the issuance of the licence.</p>
9	Lottery Licences	Clerk or designate	<p>The Clerk or designate is delegated the authority to approve of others selling tickets within the Township of Douro-Dummer under Lottery Licences issued by the Province or other Municipalities.</p> <p>Required: All members of council shall be notified at the next appropriate council meeting of the approvals granted.</p>
10	Approval of Municipal Act, Section 357 Tax Cancellations	Treasurer	<p>The Treasurer is delegated the authority to approve of applications for tax cancellations under Section 357 of the Act, based on recommendations received from the Municipal Property Assessment Corporation.</p> <p>Required: In addition to all required notices under the Act, all members of council shall be notified at the next appropriate council meeting of the approved cancellations.</p>
11	Temporary Closing of Roads	Manager of Public Works/Fire Chief	<p>The Manager of Public Works is delegated the authority to temporarily close any municipal road for the purposes of carrying out necessary road maintenance and construction works or special events.</p> <p>The Manager of Public Works has the authority to delegate the authority, in writing, to temporarily close any municipal road for special events to the Fire Chief.</p> <p>Required: All property owners in the area of the closure, all emergency services, and all school bus operators shall be notified a minimum of one (1) week prior to the closure of the road</p>

			with the detail of the closure. In addition, all members of council and senior management of the municipality shall be notified as soon as the need is evident requiring the closure and immediately preceding the public notification.
12	Load Restrictions	Manager of Public Works	<p>The Manager of Public Works, or his their designate, has the authority to determine when load restrictions for Township roads will be in effect under the Regulation of Traffic and Parking By-law, as amended.</p> <p>Required: Notification will be given by the posting of signs upon municipal roads where load restrictions are in place and on the Township website.</p>
13	Security at Events	Manager of Recreation Facilities	<p>The Manager of Recreation Facilities is delegated the authority to enter into contracts to provide security personnel at events at any of the Township recreation facilities pursuant to the provisions of the Security for Events policy number R-11.</p> <p>Required: No action is required.</p>
14	Rental Contract and/or Agreements for Recreation Facilities	Manager of Recreation Facilities or designate	<p>The Manager of Recreation Facilities is delegated the authority to enter in rental contracts and/or agreements for Community Centres, Rec Centre or Parks in accordance with the fees set by Council.</p> <p>Required: No action is required.</p>
15	Minor and Routine Contracts, Agreements and/or Leases	Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s)	<p>Any combination of the Mayor, C.A.O., Clerk, Treasurer or designate(s) are delegated the authority to enter into minor and routine contracts, agreements and/or leases for general administration of the Corporation following approved legislation, policies and goals and objectives set by Council and Authority to bind the Corporation when required.</p> <p>Examples: For use or purchase of office equipment; routine software that is previously approved via the budget process, website products; data sharing as related to the County GIS; routine matters related to the Municipal Property Assessment Corporation (MPAC) or Ontario Property Tax Agreement (OPTA) cut-off and CD ordering etc.</p> <p>Required: No action is required.</p>

16	Collection of Property taxes and related assessment maintenance	Treasurer, Deputy Treasurer/Tax Collector or the Treasurer's designate	<p>The Treasurer, Deputy Treasurer/Tax Collector or the Treasurer's designate is delegated the authority to:</p> <ul style="list-style-type: none"> - initiate and file notices of assessment appeal, for any property in the Township of Douro-Dummer, with the Assessment Review Board ("the ARB"); - withdraw any appeal filed by the Township of Douro-Dummer, should it be determined that it is not in the Township's best interest to proceed; - attend any Mediation or Settlement Conferences on property tax or assessment matter as a party to all appeals whether filed by the Township of Douro-Dummer or another person, entity or agent; - attend before the Assessment Review Board on property tax or assessment matters as a party to all appeals whether filed by the Township of Douro-Dummer or another person, entity or agent; - execute settlement agreements, on behalf of the Township of Douro-Dummer, reached in the course of a taxation or property assessment appeal, mediation or settlement conference. <p>Required: Notification will be given to council at the next regular council meeting of any taken actions regarding</p>
17	Response to completeness of Zoning By-law Amendment Applications Section 34 (10.4) of The Planning Act	Clerk or Planner	<p>The Clerk or Planner or designate are delegated the authority to:</p> <ul style="list-style-type: none"> - Respond to the completeness of applications for Zoning By-law Amendment under Section 34 (10.4) of The Planning Act. <p>Required: Staff will process the Zoning By-law Amendment Application in compliance with Section 34 of The Planning Act and any applicable Township Policy.</p>
18	Head under MFFIPA Municipal Freedom of information and Protection of Privacy Act, R.S.O. 1990, c. M.56	Clerk or Designate	<p>1. For the purposes of the Municipal Freedom of information and Protection of Privacy Act, R.S.O. 1990, c. M.56, as amended, the powers and duties of the</p>

			<p>head are hereby delegated to the Clerk of the Township of Douro-Dummer.</p> <p>2. In the absence of the Clerk, for the purposes of the Municipal Freedom of information and Protection of Privacy Act, R.S.O. 1990, c. M.56, as amended, the powers and duties of the head are hereby delegated to the Deputy Clerk of the Township of Douro-Dummer.</p> <p>Required: No action is required.</p>
19	<p>Designate an Event as Event of Municipal Significance Liquor Licence and Control Act, 2019, S.O. 2019, c. 15, Sched. 22, O. Reg 747/21</p>	CAO, Clerk or Designate	<p>The CAO, Clerk or designate are delegated authority to designate an event as event of municipal significance for purpose of prescribing it as a special event occasion where an application has been made and it demonstrates compliance with all applicable AGCO Regulations; Consultation other Senior Staff with applicable Township approvals for licensing is required.</p> <p>Required: Notice to Council and staff shall be provided via email at least one (1) week prior to the date of the event.</p>
20	<p>Authority to declare a significant weather event in order to extend the response time to achieve Minimum Maintenance Standards Ontario Regulation 239/02 Minimum Maintenance Standards for Municipal Highways</p>	Manager of Public Works	<p>The Manager of Public Works is delegated the authority to declare a significant weather event under Ontario Regulation 239/02.</p> <p>Required: Notice shall be provided to Council and Staff as soon as the decision is made. Notice shall also be placed on the Township website as soon as is practical.</p>

Recommendation:

That the Clerk's Office-2022-14 report, dated September 6, 2022, regarding the process for the 2022 CAO Performance Review be received; and
That the plan outlined in the report be approved; and
That a Special Closed Meeting be scheduled before the end of the term of Council.

Overview:

At the last Committee of the Whole, discussion was had regarding the possibility of conducting a performance review for the CAO prior to the end of the term of Council. This is a best practice as set out in the Service Delivery and Organizational review and from experts in the municipal field (Article from George Cuff, Municipal World, [Part 1](#) and [Part 2](#)). As the Township has not completed performance reviews for the CAO in many years, staff have reviewed best practices and formats for CAO reviews.

In the research, there is a [best practice of completing a 360 review](#) for CAOs. A 360 review is a process that allows employees and stakeholders from all levels of the organization the opportunity to provide feedback on the CAO's performance which is then incorporated into the review process. Further to the 360 review process, a survey for Council members has been created. This survey will allow Council members to provide individual comments on performance and provide the framework for the formal review.

Conclusion:

As a review of the CAO's performance has not yet been completed by this Council, it is recommended that time be taken to complete this task prior to the end of the term. Staff are recommending that a 360 be incorporated into the review process and circulated to staff to enhance the traditional performance review process.

Financial Impact:

There is no financial impact from this report.

Strategic Plan Applicability:

To ensure and enable an effective and efficient municipal administration.

Report Approval Details

Document Title:	Process for 2022 CAO Performance Review.docx
Attachments:	- Performance Review - Townshop CAO.docx
Final Approval Date:	Aug 31, 2022

This report and all of its attachments were approved and signed as outlined below:

Elana Arthurs

Proposed Performance Review Survey and Discussion Questions – CAO Evaluation

6 point scale (point total) : Strongly Agree (5) , Somewhat Agree (4) , Neutral (3), Somewhat Disagree (2), Strongly Disagree (1), N/A (no points, not used in calculation)

Total possible points - 50

1. Keeps Council informed of organization's activities, progress and problems.
2. Is receptive to Council member ideas and suggestions.
3. Prepares and presents reports to the Council at an appropriate level of detail.
4. Makes sound recommendations for Council action.
5. Maintains a friendly and courteous attitude toward Council members.
6. Facilitates the decision-making process for the Council.
7. Ensures a balanced budget and effectively manages the Township's financial resources within budget parameters.
8. Accepts Council criticism as a constructive suggestion for improvement.
9. Provides constructive criticism in a friendly, firm and positive way.
10. Follows up on all problems and issues brought to their attention.

Proposed TOWNSHIP Staff Survey – CAO

6 point scale (point total) : Strongly Agree (5) , Somewhat Agree (4) , Neutral (3), Somewhat Disagree (2), Strongly Disagree (1), N/A (no points, not used in calculation)

Total possible points – 50

1. Manages all aspects of the Township's operations in an effective manner.
2. Plans well in advance but is able to adjust quickly and effectively to changing circumstances and priorities.
3. Represents the organization in a positive and professional manner and effectively utilizes available communication channels.
4. Interacts with staff and with external stakeholders in a positive and professional manner.
5. Participates in professional activities and encourages continuing development for all Staff.
6. Engages in honest, open, concerned and congenial relations with staff including open communications and respectful problem solving.
7. Demonstrates an ability to think strategically and possess clear vision.
8. Encourages and rewards initiative and demonstrates employee empowerment.
9. Motivates and develops others through clear direction and goal setting.
10. Leads by example and exhibits integrity and humility.

Report to Council
Re: 2022 Santa Claus Parade
From: Councillor Shelagh Landsmann
Date: September 6, 2022

Recommendation:

That, the report to Council regarding the 2022 Santa Claus Parade be received and that Council provide direction to the Committee on the how the parade will function for 2022.

Overview:

At the last Committee of the Whole meeting on August 8th, 2022, there was a request made to discuss the 2022 Santa Claus Parade at the September 6, 2022 Council meeting. The Committee is currently down to 3 members which will make it a challenge to organize the parade. To be able to start the planning process the Committee would like to have direction from Council regarding the format and timing of the parade.

The first item that the Committee would like direction is on whether the parade should take place this year in it's original format. Is Council comfortable having attendees grouped together along with the traditional activities of visiting Santa, the cookie and hot chocolate exchange and singing of holiday music? Another item to consider is whether the parade should remain an evening event or move to the afternoon as the road can be quite dark and it is typically quite cold for young children.

If it is decided that the parade will go ahead as in past years, some type of recruitment for additional volunteers will be needed to organize the parade and assist on the day of the event. One options that has floated around is to see if the Canada Parade Committee could assist with this parade as well. As well, we could reach out to all other Township Committees to see if they have members who can assist.

If it is decided that the parade will not go ahead as usual, what are some of the alternatives? Thoughts included having all the floats set up and conducting a drive-by parade similar to Lakefield or creating a holiday decoration contest for residents to participate in.

Conclusion:

The Santa Claus Parade Committee is looking forward to begin the planning process for 2022 but requires direction from Council on the format and timing of the event.

Financial Impact:

There is money set aside in the 2022 budget for this event.

Strategic Plan Applicability:

To set out a direction of focus for economic development while utilizing resources to facilitate the promotion of the community.

Report to Council - Request to begin community engagement
Re: Arena Facilities Future Ad-Hoc Committee 2022-01
From: Jim Bailey
Date: September 6, 2022

Recommendation:

That, the report of the Arena Facilities Future Ad-Hoc Committee be received; and
That the committee begins a community engagement process and report their findings at a future Council meeting.

Overview:

On April 19, 2022 Council received correspondence from Douro Minor Hockey requesting that Council and Staff consider required upgrades to arena facilities within the Township. Council passed the following resolution:

Resolution Number 123-2022

Moved by: Councillor Watson

Seconded by: Deputy Mayor Moher

Whereas, Many communities in our region have undertaken significant improvement projects at their arenas in recent years; and

Whereas, Provincial and Federal funding programs often require that capital projects are shovel-ready; and

Whereas, the property at the Douro Community Centre can accommodate future growth and expansion; and

Whereas Douro Minor Hockey is a strong organization that has provided healthy recreation opportunities for children and youth for generations;

Therefore be it resolved that a working group be established comprising of staff, a member of Council and representatives from Douro Minor Hockey to explore the options outlined in the letter.

Carried

On May 17, 2022 Council passed the following:

Resolution Number 151-2022

Moved by: Councillor Watson

Seconded by: Councillor Watt

That Jim Bailey, Gerard Sullivan, Kerri Riel and Liam Ryan be appointed to the Arena Facilities Future Ad-Hoc Committee effective May 17, 2022. Carried

Due to a number of scheduling conflicts, the Ad-Hoc Committee was unable to hold their first meeting until August 3, 2022. There were healthy discussions about possible partnerships and potential uses of both the Douro Community Centre and Warsaw Arena.

The Committee identified a broad process for putting forward a workable plan:

Step 1: Community Engagement to get understanding of the needs and wants of the community

Step 2: Drawing from the feedback received, create a list of the most desirable uses and potential partners and user groups

Step 3: Township staff to review and report on proposed uses and the general feasibility

Step 4: Conduct a feasibility study with focus on desired uses as it relates to investment level

Step 5: Once a viable option has been identified, move forward with proper costing

Step 6: Develop a strategy to create a shovel ready project and a plan to proactively seek funding opportunities

To continue building on the momentum around this initiative, the Committee would like to move forward with undertaking the Community Engagement portion of the project. The members have graciously volunteered to facilitate this over the next two to three months. They recognize that such an undertaking would cost thousands of dollars and the volunteers have experience and skills to support a successful community engagement process.

Should Council approve the request, the Committee would immediately launch a survey; building on a survey that was initially launched in 2017 and would begin promoting the survey at key community events throughout the Township in the coming weeks. As well, the Committee will hold an information session at the Douro Minor Hockey Kick-off Day on September 24, 2022 and invite the broader community, stakeholders and neighbouring user groups to attend.

Following the Community Engagement process, the Ad-Hoc Committee would report back to Council on their findings.

Conclusion:

The Arenas Facilities Future Ad-Hoc Committee is seeking support from Council to begin a Community Engagement process to identify community needs as it relates to the two arenas so that further planning can take place to upgrade the facilities.

Financial Impact:

None. Committee volunteers are offering to donate their time.

Strategic Plan Applicability:

To develop and/or assist with the development and delivery of social and recreational programs as well as effectively maintaining and updating recreational facilities to promote healthy lifestyles and meet the broad range of community needs.

**Minutes for Douro-Dummer Historical Meeting
To be held June 16, 2022**

1. Adoption of minutes of meeting held May 19, 2022
2. Weity Hamersma attended last meeting to discuss remaining work at the Lime Kiln. At this point we want it to be safe for the public.
Wiety wants a grate for the top and a fence around the east and south sides at the top.

He suggested that the one retaining wall needs to be completed at an approximate cost of \$10,000 - \$15,000
3. Roberta had brought her binder of the veterans. Aime will check to see if there are any photos of Douro-Dummer veterans in what she has.
4. A family history was left by Fred Hamblin for the Simeon Hamblin family of Warsaw. It has been placed in the Family History section in the filing cabinet in the Archives.
5. Committee members met with Weity at the Lime Kiln Sunday, June 5th. He suggested besides the completion of the retaining wall, that it needs grating at the top, which he might be able to get from Darrell Drain, and stairs up to the top, as well as fencing around the east and south sides as a barrier to anyone falling over the edge.

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development, and enrichment for the community.

(APPROVED)

**Minutes of a Meeting of the Township of Douro-Dummer Public Library Board
held on July 12th, 2022, at 3:00 p.m. at the Douro-Dummer Public Library.**

Present: Board Chair: Georgia Gale-Kidd
Board Member: Sharon McKeiver
Vice Chair: Darla Milne
Board Member: Councillor Heather Watson
Current CEO: Anne Landry
Incoming CEO: Maggie Pearson

Absent: Board Member: Clara Leahy

Recording Secretary: Douro-Dummer Public Library – CEO, Anne Landry

- 1) **Call meeting to order:** The Chair called the meeting to order at 3:15 pm.
- 2) **Disclosure of Pecuniary Interest:** The Chair reminded the Board of their obligation to declare any pecuniary interest. None were declared.
- 3) **Adoption of the June 14th, 2022, Minutes:**

Resolution Number 36-2022

Moved by: Councillor Watson Seconded by: Sharon McKeiver
That the Board approves the June 14th, 2022, Library Board minutes.
Carried

4) Business arising from Minutes:

a) Committee Reports

- i) Art Gallery – Verbal report from Sharon McKeiver – Culture Days will be held on September 25th, 2022. There will also be a booksale at the library on the 25th.
- ii) Schools – No report from Anne Landry.
- iii) Friends of the Library – Verbal report from Georgia Gale-Kidd – Faye Ginnies finished the gardens around the library. Deb O’Grady will paint the meeting room and Marian has curtains. 5 people are ready for the Speaker Series for the fall/winter.

Resolution Number 37-2022

Moved by: Sharon McKeiver

Seconded by: Councillor Watson

That Library Board Receives the Committee Reports 4 a) i) through iii).

Carried

- b) Trillium Grant Application Update: Verbal report from Maggie and Georgia. The application is 60% done. We have quotes from Little Building Company and Park n Play, still waiting on a third one. Councillor Watson informed staff that Council will need to approve the application, the next council meeting is set for August 2nd. Maggie will submit a report to Council seeking support for the application.

- 5) Library Building Water Problem – Verbal report from Anne. Brian Fawcett produced a report about the current situation and what our options are. Paul Creamer provided the amount left in the Library reserves that could potentially be used to pay to fix the water situation. Discussion was had about the different options the library has now.

Resolution Number 38-2022

Moved by: Councillor Watson

Seconded by: Darla Milne

That the library staff performs the first two steps proposed by the Chief Building Officer in his report; that we investigate partnering with the township in replacing the treatment system; and that library staff produce a report to Council on this process.

Resolution Number 39-2022

Moved by: Sharon McKeiver

Seconded by: Councillor Watson

That Library Board Receives the business arising from minutes reports 4 b) through c).

Carried.

6) Review of Financial Reports – Report Dated June 30th, 2022

Resolution Number 40-2022

Moved by: Darla Milne

Seconded by: Sharon McKeiver

That the Library Board receives the Financial Report dated May 31st, 2022.

Carried

7) Librarian's Report – Report dated June 14th, 2022.

Resolution Number 41-2022

Moved by: Councillor Watson

Seconded by: Darla Milne

That the Library Board receives the Librarian's Report dated April 5th, 2022.

Carried

8) New Business –

a) New Library CEO

- i. Library Assistant – Anne Landry introduced Maggie Pearson to the Board. Discussion was had about the library assistant position being taken on by the library clerk until a new library assistant is hired.

- b) Agreement between the township and the library (See example 1,2, and 3) - The CEO will craft an agreement with the CAO, with input from the board members, and bring it forward to council for approval.

Board had discussion about the future of the library building and the need to start thinking about what interim options are and whether we need to

pursue moving to a new building.

c) Budget 2023

- i. Summer students: add money to the budget to be able hire a student
- ii. New Laptop for outreach/new computer
- iii. Staff Hours: Ask for the Library Assistant to go up to 20 hours/week and CEO to 32 hours/week.
- iv. Paint: Get quotes for the painting

9) **Correspondence** – None

10) **Closed Session** – None

12. Adjournment:

Resolution Number 42-2022

Moved by: Darla Milne

Seconded by: Sharon McKeiver

That the Board Meeting be adjourned at 4:55pm

Carried

Next Meeting: August 9th, 2022, at 3:00 at the Harvest Room at the Community Centre.

Georgia Gale-Kidd,
Board Chair

Anne Landry,
Recording Secretary

Township of Douro-Dummer Arena Facilities Future Ad-Hoc Committee Minutes

**Date: August 3rd, 2022 6:00 PM
Township Zoom Account**

Committee Member: Chair – Councillor Heather Watson
Vice Chair – Jim Bailey
Committee Member – Kerri Riel
Committee Member – Gerard Sullivan
Committee Member – Liam Ryan

Staff Present: Manager of Recreation Facilities – Mike Mood
Chief Building Official – Brian Fawcett
Legislative Assistant – Anu Mundahar

1. Chair to call meeting to order

The Chair called the meeting to order at 6:07 p.m.

2. Disclosure of Pecuniary Interest

The Chair reminded the Committee of their obligation to declare any pecuniary interest. None were declared.

3. Approval of Agenda - August 3, 2022

Moved By: Kerri Riel

Seconded By: Jim Bailey

That the Committee approves August 3, 2022, Township of Douro-Dummer
Arena Facilities Future Ad-Hoc Committee Agenda. Carried

4. Approval of Minutes – None

5. Business Arising from Minutes – None

6. Election of Vice Chair:

Moved by: Jim Bailey

Seconded by: Kerri Riel

That Committee member Jim Bailey be nominated as Vice Chair of the Township of Douro-Dummer Arena Facilities Future Ad-Hoc Committee. Carried

Committee member Jim Bailey accepted the position of Vice Chair.

7. New Business

7.1 Round Table Discussion

- i. A brief introduction was given by each member of the Committee
- ii. That the Committee bring back the report to the regular council meeting on September 6th, 2022, to discuss the plans for both Community Centres in the Township.
- iii. That the Committee requested to bring information from the past Recreation and Culture Facilities Survey.
- iv. That the Committee shall draft a survey for discussion.

8. Closed Session - None

9. Adjournment

Moved by: Heather Watson

Seconded by: Liam Ryan

That the meeting be adjourned at 7:38 p.m.

Carried

10. Next Meeting Date – August 24, 2022

Minutes of the Committee of the Whole Meeting of Council of the Township of Douro-Dummer

August 8, 2022, 10:00 AM

Township Douro-Dummer YouTube Channel

https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A

Present: **Councillor, Shelagh Landsmann**
 Councillor, Heather Watson
 Councillor, Thomas Watt

Members Absent: **Mayor, J. Murray Jones**
 Deputy Mayor, Karl Moher

Staff Present: **CAO, Elana Arthurs**
 Acting Clerk Martina Chait-Hartwig
 Interim Treasurer, Paul Creamer
 Manager of Public Works, Jake Condon
 Chief Building Official, Brian Fawcett
 Planner, Christina Coulter

Staff Absent: **Manager of Recreation Facilities, Mike Mood**

1. Call to Order

With a quorum of the Committee being present, the Chair called the meeting to order at 10:00 a.m.

2. Land Acknowledgement

The Chair recited the Land Acknowledgement.

3. Disclosure of Pecuniary Interest:

The Chair reminded members of Committee of their obligation to declare any pecuniary interest they might have. None were declared.

4. Adoption of Agenda: August 8, 2022

Resolution:

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the agenda for the Committee of the Whole Meeting, dated August 8, 2022, be adopted, as circulated. Carried

5. Delegations, Petitions or Presentations: None

6. Reports - Managers' Updates

6.1 Committee of the Whole - Department Update - June and July 2022, Public Works-2022-16

Resolution:

Moved By: Councillor Watt

Seconded By: Councillor Landsmann

That staff be requested to bring back the Hard-Top Policy with time lines included for the return of hard top to grandfathered roads. Carried

Resolution:

Moved By: Councillor Landsmann

Seconded By: Councillor Watt

That Public Works Department Monthly Report - June 2022 and July 2022 Public Works-2022-16 be received. Carried

6.2 Committee of the Whole - Department Update - June and July 2022, Fire Chief-2022-08

Resolution:

Moved By: Councillor Landsmann

Seconded By: Councillor Watt

That Fire Department Monthly Report - June 2022 and July 2022, Fire Chief-2022-08 be received. Carried

6.3 Committee of the Whole - Department Update - June and July, 2022, Recreation Facilities-2022-06

Resolution:

Moved By: Councillor Watt

Seconded By: Councillor Landsmann

That Parks and Recreation Department Monthly Report - June 2022 and July 2022, Recreation Facilities-2022-06 be received. Carried

6.4 Committee of the Whole - Department Update - June and July 2022 - Building Department - Not available at time of posting

Resolution:

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the verbal report from Chief Building Official Brian Fawcett regarding the Department Update - June 2022 and July 2022, Building Department - 2022-02 be received; and

That the Committee requests a closed session to discuss specific building permit issues and it is requested that Committee Members send a list of concerns in advance of the meeting. Carried

6.5 Committee of the Whole - Department Update - June and July 2022, Planning-2022-02

Resolution:

Moved By: Councillor Watt

Seconded By: Councillor Landsmann

That Planning Department Monthly Report - June 2022 and July 2022, Planning -2022-02 be received. Carried

6.6 Committee of the Whole - Department Update - June and July 2022, Treasurer-2022-13

Resolution:

Moved By: Councillor Landsmann

Seconded By: Councillor Watt

That Treasurer Department Monthly Report - June 2022 and July 2022, Treasure -2022-13 be received. Carried

6.7 Committee of the Whole - Department Update - June to July 2022, Clerk's Office-2022-06

Resolution:

Moved By: Councillor Watt

Seconded By: Councillor Landsmann

That Clerk's Department Monthly Report - June 2022 and July 2022, Clerk -2022- 06 be received. Carried

6.8 Committee of the Whole - Department Update - June and July 2022, CAO-2022-23

Resolution:

Moved By: Councillor Landsmann

Seconded By: Councillor Watt

That Office of the CAO Monthly Report - June 2022 and July 2022, C.A.O. - 2022-23 be received. Carried

6.9 Committee of the Whole - Staff Compensation Agreement Review, C.A.O.-2022-24

Resolution:

Moved By: Councillor Watt

Seconded By: Councillor Landsmann

That the report, dated August 8, 2022 regarding Staff Compensation Agreement Review be received; and

That the Committee direct staff to bring a draft by-law to the next Human Resource Committee meeting for consideration. Carried

6.10 Committee of the Whole - Draft Council Remuneration By-law, Clerk's Office-2022-02

Resolution:

Moved By: Councillor Landsmann

Seconded By: Councillor Watt

That the report, dated August 8, 2022 regarding the draft Council Remuneration By-law be received and that the staff add back in per-diem

rates and continue to cover the mileage and the draft By-law be added to the next Council agenda for approval. Carried

6.11 Committee of the Whole - Draft Policy for Governing Policies, Clerk's Office-2022-01

Resolution:

Moved By: Councillor Watt

Seconded By: Councillor Landsmann

That the report, dated August 8, 2022, regarding a Policy for Governing Policies No. C-08 received and that the Committee recommends that Council approve the draft Policy at the next Council meeting. Carried

7. New Business to be requested for next Meeting

Santa Clause Parade Committee - Councillor Landsmann requested the item be on the next Regular Council Meeting agenda to discuss the plans for 2022 and create a plan to find additional volunteers.

8. Closed Session: None

9. Rise from Closed Session with or without a Report: None

10. Matters Arising from Closed Session: None

11. Next Meeting: Committee of the Whole Meeting October 11, 2022

Resolution:

Moved By: Councillor Watt

Seconded By: Councillor Landsmann

That this meeting adjourn 11:33 p.m. Carried

Chair, Heather Watson

Acting Clerk, Martina Chait-Hartwig

Minutes of the Township of Douro-Dummer Planning Committee Meeting

August 19, 2022, 9:00 AM

Township Douro-Dummer YouTube Channel

https://www.youtube.com/channel/UCPpzm-uRBZRDjB89o2X6R_A

Present: **Chair, Deputy Mayor - Karl Moher**
 Member - Wendy Dunford
 Member - Jim Patterson
 Member - Rod Manley

Members Absent: **Member - Jim Mollohan**

Staff Present: **Acting Clerk - Martina Chait-Hartwig**
 Planner - Christina Coulter

1. Call to Order by Chair:

The Chair called the meeting to order at 9:00 a.m.

2. Disclosure of Pecuniary Interest:

The Chair reminded members of their obligation to declare any pecuniary interest they might have. None were declared.

3. Approval of Minutes:

3.1 Planning Committee Minutes - June 24, 2022

Resolution Number 23-2022

Moved By: Wendy Dunford

Seconded By: Jim Patterson

That the Minutes from the Planning Committee Meeting, held on June 24, 2022, be received and approved, as circulated. Carried

4. Severance Applications:

4.1 B-09-22 - Mundell, Planning Department-2022-04

1513 County Road 4

Lot 16, Concession 2,

Dummer Ward, Roll No. 1522-020-003-28700

Purpose of the application – Creation of a residential lot.

Christina Coulter, Planner reviewed the planning report for the application.

In attendance: None

Resolution Number 24-2022

Moved By: Rod Manley

Seconded By: Wendy Dunford

That it be recommended to Council that Severance Application B-09-22 for Michael and Marcy Mundell be supported, and if approved by the Peterborough County Land Division Committee that the following conditions be imposed:

- \$1250.00 cash-in-lieu of parkland be paid to the Municipality.
- That a Mitigation Measures Agreement is to be entered into between the Owner and the Municipality and registered on title at the owner's expense, which would recognize the recommendations included in Section 7.0 of the Environmental Impact Study prepared by Cambium Inc. dated November 3, 2021.
- That the severed lot be reduced in area to ensure that the lot has a maximum lot area of 1 hectare (which does not include the 3 metre strip of frontage deeded to Peterborough County along County Road 4).
- That a test hole for the septic system be inspected. There is a fee to inspect test holes to ensure a septic system would be viable – current fees are \$150 per lot and the applicant is responsible for the digging of the test holes.

Carried

4.2 B-60-22 - Kidd, Planning Department-2022-05

Location: 1635 County Road 6

Part Lot 24, Concession 3,

Dummer Ward, Roll No. 1522-020-004-08700

Purpose of the application – Creation of a new farm parcel.

Christina Coulter, Planner reviewed the planning report for the application.

In attendance: Steven Kidd and Andrea Spence - In Support

Resolution Number 25-2022

Moved By: Jim Patterson

Seconded By: Wendy Dunford

That it be recommended to Council that Severance Application B-60-22 for Steven Kidd be supported, and if approved by the Peterborough County Land Division Committee that the following conditions be imposed:

- \$1250.00 cash-in-lieu of parkland be paid to the Municipality.
- That the severed lot be rezoned to recognize the wetlands and VPZ as shown on Figure 4 of the Natural Heritage Evaluation prepared by Cambium and dated August 20, 2021 as per ORCA direction and to the satisfaction of the Municipality.
- That the retained lot be rezoned to recognize a deficient lot frontage and to recognize the wetlands and VPZ as shown on Figure 4 of the Natural Heritage Evaluation prepared by Cambium and dated August 20, 2021 as per ORCA direction and to the satisfaction of the Municipality.
- That a Mitigation Measures Agreement be entered into between the Owner and the Municipality and registered on title at the owners expense which would recognize the recommendations included in Section 7.0 of the Natural Heritage Evaluation prepared by Cambium dated August 20, 2021.

This support is based on the information provided at this time and the application will be further reviewed upon receipt of the formal application.

Carried

5. Next Meeting Date: September 23, 2022
6. Adjournment

Resolution Number 26-2022

Moved By: Rod Manley

Seconded By: Jim Patterson

That this meeting adjourn at 9:25 a.m.

Carried

Chair, Karl Moher

Secretary, Martina Chait-Hartwig

August 16, 2022

To the Township of Douro-Dummer Council,

After a two-year hiatus brought on by the pandemic, the Peterborough County Plowmen's Association is moving forward with its 102 plowing match on October 1st, 2022. This year's match will take place at the MacFarland Farm at Mathers Corners, just west of Keene in Otonabee-South Monaghan Township.

We once again look forward to the support of the Township of Douro-Dummer as a dedicated sponsor. We thank you for your assistance to make this match possible.

Warm regards,

Denise Humphries

Secretary / Treasurer

Peterborough County Plowmen's Association

25 Alexander Ave. Peterborough, ON

K9J 6B3

705 760 5590



August 19, 2022

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
777 Bay Street
17th Floor
Toronto ON
M7A 2J3

Dear Minister Clark:

Re: Strong Mayors, Building Homes Act

Please be advised that the Council of the Town of Wasaga Beach, during their August 18, 2022 Council meeting adopted the following resolution:

"That Council receive the letter dated August 10, 2022 from the Ministry of Municipal Affairs and Housing pertaining to Strong Mayors, Building Homes Act, for information;

And further that a letter be sent to the Minister of Municipal Affairs and Housing outlining these proposed powers are not appropriate and to outline other ways for the province to institute housing and other matters, and that the motion be circulated to all Ontario municipalities."

The Town of Wasaga Beach Council does not support the Strong Mayors, Building Housing Act as the proposed changes will not demonstratively speed up the construction of housing and will erode the democratic process at the local level where members of Council have to work together to achieve priorities. What is needed to speed up construction of housing is greater authority for local municipalities to approve development without final clearances from outside agencies after they have been given reasonable time to provide such clearances.

Your favourable consideration of this matter is appreciated.

Should you have any questions, please contact me at mayor@wasagabeach.com or (705) 429-3844 Ext. 2222.

Yours sincerely,

Nina Bifulchi
Mayor

c. Members of Council
All Ontario Municipalities

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2022-3540

August 10, 2022

Dear Head of Council:

As Ontarians face the rising cost of living and a shortage of homes, our government was re-elected with a strong mandate to help more Ontarians find a home that meets their needs.

Our government also made an election promise to build 1.5 million new homes for the people of Ontario over the next 10 years to address the housing supply crisis.

I am pleased to inform you that our government introduced the proposed Strong Mayors, Building Homes Act on August 10, 2022, that, if passed, would make changes to the *Municipal Act, 2001*, *City of Toronto Act, 2006*, and the *Municipal Conflict of Interest Act*. These amendments would empower mayors in the City of Toronto and City of Ottawa to deliver on shared provincial-municipal priorities and get more homes built faster.

If passed, the proposed changes impacting the City of Toronto and City of Ottawa are intended to take effect on November 15, 2022, which is the start of the new municipal council term. Other growing municipalities could follow at a later date.

If you have any comments or feedback regarding these proposed changes, you may submit them to the Ministry of Municipal Affairs and Housing at:
StrongMayors@ontario.ca.

Sincerely,

Steve Clark
Minister



Notice of Online Public Information Centre 2

Transportation Master Plan Update

The County of Peterborough (County) is updating its Transportation Master Plan (TMP). This strategy will guide decision making on the planning, design, and operation of the transportation system serving the County for the next 30 years, identifying the policies and network plans required to support planned growth and meet future mobility, access, and safety needs.

The County is undertaking the TMP Update study in accordance with Approach #1 of the Master Planning Process, as outlined in Appendix 4 of the Municipal Class Environmental Assessment (MCEA) document (October 2000, as amended in 2007, 2011 and 2015). The study will generally address Phases 1 and 2 of the MCEA process, forming the basis for recommended Schedule B and C infrastructure projects identified in the TMP Update report.

A web map and survey were offered at study commencement (July 2020) to gather feedback from the public and assist the study team in identifying changing needs, emerging issues, and developing trends within the County. The first online Public Information Centre, held from November 26, 2020 to January 4, 2021, gathered feedback on the study background, problems, and opportunities, and outline next steps in the process.

The County is planning a **second and final online Public Information Centre** to present the alternative solutions assessed and the proposed transportation policies and network plans for feedback. Visit the County's website at <http://www.ptbocounty.ca/TMP> between **August 15 and 26, 2022** to access the online Public Information Centre, view the presentation materials, and offer your comments. A recorded presentation will also be available.

If you have any comments or questions about this study, please email:

Peter Nielsen, C.E.T.
Manager, Capital Projects
County of Peterborough
470 Water Street
Peterborough, ON K9H 3M3
(705) 775-2737 ext. 3200
ttmp@ptbocounty.ca

Gene Chartier, M.A.Sc., P.Eng., FITE
Vice President
Paradigm Transportation Solutions Limited
5A-150 Pinebush Road
Cambridge, ON N1R 8J8
(416) 479.9684 ext. 501
gchartier@ptsl.com

All information is collected in accordance with the *Environmental Assessment Act* and will be used to inform the project team in developing the study recommendations. Except for personal information, all submissions become part of the public record and may be disclosed in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

This notice was first issued August 5, 2022.

RECEIVED

AUG 11 2022

The Corporation of the Township of Douro-Dummer

By-law Number 2022-27

Being a By-Law to Provide for The Annual Paying of An Annual Allowance to The Members of Council for The Corporation of the Township of Douro-Dummer and to repeal By-laws 2011-03, 2012-59, 2014-23, 2015-07, 2015-59 and 2019-08 (Council Remuneration By-law)

Whereas the Municipal Act 2001, S.O. 2001, c.25, Section 283, authorizes a municipality to pass by-laws for the paying of remuneration and expenses of the members of Council, the officers and employees of the municipality, and to other persons who have been appointed by the Council to serve as a member of a local Board or Committee;

Now Therefore the Corporation of the Township of Douro-Dummer by the Council thereof enacts as follows:

1. Council Meetings and Committee and Board Responsibilities:

- 1i) That members of Council of The Corporation of the Township of Douro-Dummer shall receive an annual honorarium as follows:

Effective December 1, 2022 until the term of Council

Mayor *\$32,403.17*

Deputy Mayor *\$24,566.16*

Councillors *\$21,995.44*

Honorarium covers all meetings (Council, Committee, Board), all special functions and events. Special functions and events shall include but are not limited to association meetings, retirement parties, annual or local social events, public information sessions, open houses, facility openings and tours, local fairs and functions, presentations, responses to ratepayer calls, etc.

2. That an annual increase of equal to the increase provided to staff be added every year thereafter beginning on January 1, 2023 for the term of Council.

Each member of Council will submit a monthly statement of mileage, conferences and training sessions when events have been attended.

3. **Conferences, Seminars and Other Township Business:**

That members of Council, and members of Boards and Committees of the Corporation of the Township of Douro-Dummer who are required to be out of the Township for the purposes of attending conferences, training sessions or on township business shall be compensated as follows:

- a) A per diem rate for members of council to attend conferences and training sessions of \$150.00 per day providing the municipality is a member of the association or with prior Council approval. For members of Council who attend a training session of more than half a day, but not more than 1 full day, an allowance of \$75.00 shall be granted.
- b) For actual travel expenses incurred when traveling by bus, rail, air (economy class rate), personal automobile (Mileage rate set via the Staff Compensation By-law), required parking, and one reasonable personal phone call per day.

- c) For basic registration fees if not already pre-paid by the Township.
- d) For overnight accommodations, where applicable if not pre-paid by the municipality, receipts will be required. (Room service etc. will not be paid)
- e) All members are encouraged to use their discretion with regard to the number of conferences they attend in a year (maximum of two (2)) and it is suggested that the conference program be reviewed for suitability and educational content and there are budgetary resources available to cover costs, prior to registration arrangements.

4. Travel:

- That the members of Council receive the approved Mileage Rates set by the Staff Compensation By-law per kilometer plus expenses incurred while travelling on township business as described in Section 2 of this By-law.
- 5. The Township will make available to members of council that wish to access such, a Health and Dental Benefit plan to which the Township will contribute 50% of the annual premium.
 - 6. That this By-law shall be review prior to the end of the 2022-2026 term of Council.
 - 7. That By-law Numbers 2011-03, 2012-59, 2014-23, 2015-07 and 2015-59, and all previous by-laws having reference to this matter be deemed to be repealed.
 - 8. That this By-law shall be effective on November 15, 2022.

Passed in open Council this 6th day of September, 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig

The Township of Douro-Dummer

By-law No. 2022-38

Being a By-law to Appoint Members to the Compliance Audit Committee for the 2022 Municipal Election

Whereas Section 88.37 (1) of the Municipal Elections Act, R.S.O. 1996, c.32 as amended states that a Council or local board shall, before October 1 of an election year, establish a committee for the purposes of the Act; and

Whereas the Council of the Township of Douro-Dummer deems it advisable to appoint Steve Brickell; Cheryl Healey, Nancy Wright-Laking and Dave Clifford to the Elections Compliance Audit Committee for the Township of Douro-Dummer;

Now Therefore, the Council of the Township of Douro-Dummer hereby enacts as follows:

1. That Steven Brickell; Cheryl Healey, Nancy Wright-Laking and Dave Clifford be appointed to the Elections Compliance Audit Committee for the Township of Douro-Dummer.
2. That in the event the Committee is required to meet, three (3) of the four (4) members will convene to consider an application.
3. That the Committee exercise its duties in accordance with the Municipal Elections Act and the Committee's Terms of Reference attached hereto and forming part of this By-law.
4. That By-law No. 2018-55 be replaced and is hereby repealed.
5. That this By-law shall come into full force and effect on the date of passage thereof.

Passed in Open Council this 6th day of September 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina
Chait-Hartwig

Terms of Reference

Township of Douro-Dummer Compliance Audit Committee

Mission:

The Township of Douro-Dummer Compliance Audit Committee has full delegation of the authority in the Municipal Elections Act, 1996, as amended, to address applications requesting an audit of a candidate's or third-party advertiser's campaign finances. This authority includes, but is not limited to, the following:

- Review applications and grant or reject audit requests.
- Where an audit is granted, to appoint an auditor, licensed under the Public Accounting Act, and review the audit report.
- Where indicated, decide whether legal proceedings shall be commenced.
- Consider reports submitted by the Clerk regarding apparent contraventions of contribution limits and make decisions with regard to such reports.

Background:

The Municipal Elections Act, 1996, as amended, requires Council, before October 1st of an election year to appoint a Compliance Audit Committee to consider applications made by an elector who is entitled to vote in an election and believes on reasonable grounds that a candidate or third-party advertiser has contravened a provision of the Municipal Elections Act, 1996, as amended, relating to election campaign finances.

Council appointed the Compliance Audit Committee at its meeting held **September 6th, 2022.**

Objectives:

To ensure that the provisions of the Municipal Elections Act, 1996, as amended, Section 88 are not contravened and to follow the necessary steps to ensure compliance as noted in Section 88. The Committee will abide by any terms and conditions which may be set out by the Township's Solicitor, Auditor and/or Insurer for any activities relating to Committee business.

Composition:

The Committee shall be comprised of a minimum of three (3) members of the public. More members may be appointed. Council shall appoint committee members by By-law. Ideally, Committee members will have a financial/accounting/legal background and be familiar with the Municipal Elections Act, 1996, as amended.

At the first Compliance Audit Committee meeting, the Committee shall appoint such executive positions as it deems necessary and shall, as a minimum, appoint a Chair and Vice-Chair. The Clerk shall act as Secretary to this Committee.

In accordance with the Municipal Elections Act, 1996, as amended, members of Council or local Boards, Township employees or officers of the Township, candidates, and third-party advertisers are prohibited from being appointed to the Committee. Careful deliberation should be made before considering appointing a member of the public affiliated with any candidate's campaign. The intent of the Committee is to be 'arm's length' and transparent.

Term of Appointment:

The term of office of the Committee is the same as the term of office of the Council or local board that takes office following the next regular election, and the term of office of the members of the Committee is the same as the term of the Committee to which they have been appointed.

Resources:

The Clerk's Department will act as a resource to the Committee. The Clerk and/or their designate shall act as the secretary to the Committee.

Timing of Meetings:

The first meeting will be called by the Clerk upon receipt of an application to conduct a compliance audit. The date and time of the meeting will be determined by the Clerk and communicated directly to the Committee members. Subsequent meetings will be held at the call of the Chair, in consultation with the Clerk. All time frames established in the Municipal Elections Act, 1996, as amended, and regulations shall be adhered to.

- Applications for an audit shall be made in writing, with reasons, to the Clerk.
- Application deadlines must be met in accordance with Section 88.33 (3).
- Applications must be forwarded to the Committee within 10 days upon receipt of an application.
- The Committee has 30 days to grant or reject the application.
- An appeal of the Committee's decision to the Ontario Court of Justice must be made within 15 days after the decision is made.

Meetings Procedures:

Committee activity shall be determined primarily by the number and complexity of applications for compliance audits that may be received. The frequency and duration of Committee meetings will be determined by the Committee, in consultation with the Clerk.

A minimum of three (3) members shall meet to consider an application. Quorum for meetings shall consist of a majority of the members of the Committee who meet to consider an application.

The Chair shall cause notice of the meetings to be posted, including the agenda for the meetings. The agenda will be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting.

Minutes of each meeting shall outline the general deliberations and specific actions and recommendations that result.

Meetings of the Committee shall be governed by the Township's Procedural By-law, the Municipal Elections Act, Robert's Rules of Order and applicable legislation.

Meetings of the Committee shall be open to the public; however, the Committee may deliberate to consider matters in closed session (private), the Committee will follow the provisions of the Municipal Act, Section 239.

Reports:

The Committee will conduct the compliance audit in accordance with the Municipal Elections Act, 1996, as amended. The Clerk will act as the main contact between the Committee and Council and will report on Committee activity as required to the appropriate individuals and Council.

Applications shall be reviewed in accordance with the Municipal Elections Act, 1996, as amended:

- Within 30 days of receiving an application requesting a compliance audit, review and determine whether or not it should be granted or rejected;
- If the application is granted, appoint an auditor licensed under the Public Accounting Act, 2004 or other prescribed person eligible to conduct a compliance audit. The Committee shall appoint an auditor by way of Resolution specifically naming the auditor (not just the name of the firm) ;
- If the auditor's report concludes that a candidate appears to have contravened a provision of the Municipal Elections Act, 1996, as amended, relating to election campaign finances, consider whether legal proceedings should be commenced;
- If a decision is made to commence legal proceedings against a candidate, retain external legal counsel to act on its behalf.
- If the auditor's report concludes that a candidate does not appear to have contravened a provision of the Municipal Elections Act, 1996, as amended, relating to election campaign finances, determine whether there were reasonable grounds for the application;
- If the auditor's report indicates that there was no apparent contravention of a provision of the Municipal Elections Act, 1996, as amended, and the committee finds that there were no reasonable grounds for the application, advise Council that it is entitled to recover the auditor's costs from the applicant.

Administration:

Any responsibilities not clearly identified within these Terms of Reference shall be in accordance with the Municipal Elections Act, 1996, as amended.

Conflicts of Interest:

Members shall abide by the rules outlined within the Municipal Conflict of Interest Act and shall disclose the pecuniary interest to the Secretary and absent themselves from meetings for the duration of the discussion and voting (if any) with respect to that matter.

Errors/Omissions:

The accidental omission to give notice of any meeting of the Committee to its members, or the non-receipt of any notice by any member, or any error in any notice that does not affect its substance, does not invalidate any Resolution passed or any proceedings taken at the meeting. Any member of the Committee may at any time waive notice of any meeting.

Immunity:

No action or other proceeding for damages shall be instituted against an auditor for any act done in good faith in the execution or intended execution of the audit or for any alleged neglect or default in its execution in good faith.

Meeting Attendance:

Any member of the Committee, who misses three consecutive meetings, without being excused by the Committee, may be removed from the Committee. The Committee must make recommendations, by a report to Council for the removal of any member.

Location of meetings:

The location of the meetings will be established by the Committee.

Purchasing Policy:

All Committees that have purchasing responsibilities shall follow the Procurement Policy of the Township unless another purchasing policy has been endorsed by Council.

Budget:

The expenses of this Committee shall be the responsibility of the Clerk under the Election Budget.

Remuneration:

Members of the Committee shall be paid \$90.00 per meeting (3 hour minimum). For meetings that are more than 3 hours, \$30.00 per hour will be paid for each additional hour. Mileage will be paid in accordance with the Township's approved mileage rate.

Expulsion of member:

The Committee and/or Clerk may recommend to Council the expulsion of a Committee member for reasons as listed, but not limited to, the member being in contravention of the Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act, the Provincial Offences Act, the Municipal Conflict of Interest Act and the Municipal Elections Act, as amended; disrupting the work of the Committee or other legal issues.

Corporation of the Township of Douro-Dummer

By-law Number 2022-39

**Being a By-law to Appoint a
Building Inspector/ By-law Enforcement Officer
and Repeal By-law 2018-62**

Whereas Section 3, Subsection (2) of the Building Code Act, S.O. 1992, C.23, as amended, provides that each municipality shall appoint a Chief Building Official and such Inspectors as are necessary for the enforcement of the Act in the areas in which the municipality had jurisdiction;

And Whereas the Township of Douro-Dummer deems it necessary to appoint a Building Inspector/ By-law Enforcement Officer under the Building Code Act;

Now Therefore the Council of The Corporation of the Township of Douro-Dummer hereby enacts as follows:

1. That Shane E. Smith be appointed as a Building Inspector/ By-law Enforcement Officer.
2. That this by-law shall come into full force and effect on the 6th Day of September, 2022.

Passed in open Council this 6th day of September, 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig

Accounts Payable Report				
Payment Dates: July 14 - August 24, 2022				
Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
0				
1	Taxation			
EFT000000006453	67560	EWART O'DWYER	CANCELLATION CERT	\$66.30
00-01-0100-4301				
EFT000000006453	67560	EWART O'DWYER	CANCELLATION CERT	\$11.25
00-01-0100-4301				
EFT000000006453	67561	EWART O'DWYER	CANCELLATION CERT	\$66.30
00-01-0100-4301				
EFT000000006453	67561	EWART O'DWYER	CANCELLATION CERT	\$11.25
00-01-0100-4301				
Taxation				
Total For Department	1	\$155.10		
2	General Government			
55648	67413	BELL CANADA	OFFICE TOLL FREE	\$13.23
00-02-0250-3300				
55648	67426	BELL CANADA	OFFICE	\$640.25
00-02-0250-3300				
55649	67407	BELL MOBILITY INC.	CELL - C.A.O.	\$166.51
00-02-0250-3310				
55649	67407	BELL MOBILITY INC.	CELL - C.A.O.	\$3.97
00-02-0250-7100				
55649	67410	BELL MOBILITY INC.	CELL - C.A.O.	\$487.58
00-02-0250-3310				
55652	67422	KAWARTHA CHAMBER OF COMMER	ANNUAL MEMBERSHIP DUES	\$195.38
00-02-0240-2601				
55655	67417	T.G. QUIRK GARAGE	OFFICE WATER - MAY	\$48.00
00-02-0250-4114				
55655	67418	T.G. QUIRK GARAGE	OFFICE WATER - JUNE	\$48.00
00-02-0250-4114				
EFT000000006401	67429	DIAMOND MUNICIPAL SOLUTION	ANNUAL MAINTENANCE FEE	\$8,163.02
00-02-0250-5180				
EFT000000006413	67421		WELLNESS PROGRAM	\$135.08
00-02-0250-2470				

Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
EFT000000006414	67419	MICRO AGE COMPUTER STORES	MANAGED SERVICES	\$1,281.16
00-02-0250-5180				
EFT000000006414	67420	MICRO AGE COMPUTER STORES	MANAGED SERVICES	\$1,345.27
00-02-0250-5180				
EFT000000006423	67416	SHRP LIMITED	CONSULTING SERVICES	\$1,017.60
00-02-0250-3832				
EFT000000006425	67414	STAPLES ADVANTAGE CANADA	WIRELESS MOUSE & KEYBOARD	\$104.03
00-02-0250-4110				
EFT000000006425	67415	STAPLES ADVANTAGE CANADA	WIRE. MOUSE&KEYBOARD/MOUSEPAD	\$93.98
00-02-0250-4110				
EFT000000006425	67430	STAPLES ADVANTAGE CANADA	DRY ERASE BOARD/LEG. HANGING F	\$168.27
00-02-0250-4110				
55658	67549	BELL CANADA	OFFICE INTERNET	\$292.97
00-02-0250-3320				
55661	67555	HOLLY TRANSPORTATION SERVI	PTO DIESE REBATE DEC 17-JUL 21	\$1,147.38
00-02-0250-3832				
EFT000000006438	67544	CHARTIS INSURANCE COMPANY		\$13.40
00-02-0250-2410				
EFT000000006440	67562	BAKER TILLY KDN LLP	SECOND INTERIM BILLING	\$10,176.00
00-02-0250-3800				
EFT000000006447	67614	CUTTING EDGE LANDSCAPE SER	GRASS CUTTING 1/3 OF CONTRACT	\$130.69
00-02-0250-5121				
EFT000000006447	67614	CUTTING EDGE LANDSCAPE SER	GRASS CUTTING 1/3 OF CONTRACT	\$117.02
00-02-0251-5121				
EFT000000006449	67552	DIVERSIFIED COMMUNICATIONS	REMOTE - SWAP EXT'S 208 & 212	\$58.00
00-02-0250-5160				
EFT000000006454	67671	GHD DIGITAL	WEBSITE HOST & UNLTD USER LIC	\$7,326.72
00-02-0250-3831				
EFT000000006455	67559	HAROLD MORIARTY & SONS ROO	ROOF REPAIR - OFFICE	\$407.04
00-02-0250-5130				
EFT000000006466	67556	MICRO AGE COMPUTER STORES	EPSON RECEIPT PRINTER	\$584.10
00-02-0250-5370				
EFT000000006466	67564	MICRO AGE COMPUTER STORES	CONTRACT SUPPORT	\$1,055.25
00-02-0250-5170				
EFT000000006470	67551	NATIONAL SANITATION & SUPP	OFFICE - CLEANING SUPPLIES	\$134.01
00-02-0250-4111				
EFT000000006471	67612	NEXICOM INC.	INTERNET, CONFERENCE CALLING	\$101.76

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-02-0250-3900				
EFT000000006476	67563	SHRP LIMITED	CONSULTING SERVICES	\$1,017.60
00-02-0250-3832				
EFT000000006478	67554	STAPLES ADVANTAGE CANADA	OFFICE SUPPLIES	\$19.81
00-02-0250-4110				
EFT000000006481	67553	THE PUBLIC SECTOR DIGEST I	ASSET MANAGEMENT PLAN INV#1	\$7,250.40
00-02-0250-3833				
EFT000000006490	67558	XEROX CANADA LTD.	COPIER LEASE	\$133.50
00-02-0250-3210				
General Government				
Total For Department	2	\$43,876.98		
4 Protection Services				
EFT000000006394	67403	OTONABEE REGION CONSERVATI	THIRD QUARTER LEVY	\$25,664.25
00-04-0430-7300				
55648	67426	BELL CANADA	OFFICE	\$106.71
00-04-0450-3300				
55648	67427	BELL CANADA	POLICING	\$69.90
00-04-0420-3300				
55648	67484	BELL CANADA	F/H #5	\$59.01
00-04-0410-3300				
55648	67488	BELL CANADA	F/H #4	\$71.59
00-04-0410-3300				
55649	67408	BELL MOBILITY INC.	CELL - MANAGER OF BLEO	\$19.39
00-04-0440-3310				
55649	67409	BELL MOBILITY INC.	CELL - MANAGER OF BLEO	\$50.63
00-04-0440-3310				
55649	67438	BELL MOBILITY INC.	CELL - FIRE CHIEF	\$20.04
00-04-0410-3310				
55649	67439	BELL MOBILITY INC.	CELL - FIRE CHIEF	\$19.62
00-04-0410-3310				
55650	67472		VULNERABLE SECTOR CHECK	\$41.00
00-04-0410-3900				
55654	67428	MINISTER OF FINANCE (POLIC	FINANCE CHARGE	\$183.09
00-04-0420-3900				
55656	67534	TOWNSHIP OF SOUTH-WEST OXF	MUTUAL AID - ASSESS PROPERTIES	\$2,363.89
00-04-0440-3901				

Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
55657	67535	TOWN OF MINTO	MUTUAL AID - ASSESS PROPERTIES	\$1,823.79
00-04-0440-3901				
EFT000000006396	67436	ACKLANDS-GRAINGER INC.	FIRE - EYE WASH	\$66.40
00-04-0410-4117				
EFT000000006411	67437	M & L SUPPLY	FIRE - COVERALLS	\$3,749.08
00-04-0410-4220				
EFT000000006418	67405		AMCTO MAP UNIT 1 TEXTBOOK	\$407.04
00-04-0440-2603				
EFT000000006419	67423	ONTARIO BUILDING OFFICIALS	JOB AD EXT. - BUILDING OFF.	\$146.45
00-04-0440-4300				
EFT000000006421	67536		ASSESSING STORM DAMAGE	\$15.37
00-04-0440-2500				
EFT000000006421	67537		ASSESSING STORM DAMAGE	\$120.84
00-04-0440-2500				
EFT000000006425	67430	STAPLES ADVANTAGE CANADA	DRY ERASE BOARD/LEG. HANGING F	\$8.57
00-04-0410-4110				
EFT000000006427	67435	TAS-PAGE COMMUNICATIONS &	FIRE PAGER AIR TIME/LICENSING	\$518.98
00-04-0410-3330				
EFT000000006430	67485	TRENT SECURITY SYSTEMS LTD	MONITORING - DOURO PW & F/H #2	\$109.90
00-04-0410-3220				
55658	67615	BELL CANADA	F/H #1	\$73.74
00-04-0410-3300				
55658	67638	BELL CANADA	F/H #5	\$60.86
00-04-0410-3300				
55659	67582	BELL MOBILITY INC.	FIRE/BLEO TABLETS	\$27.00
00-04-0410-3310				
55659	67582	BELL MOBILITY INC.	FIRE/BLEO TABLETS	\$3.30
00-04-0440-3310				
55662	67577	LINDE CANADA INC.	FIRE - CYL 1 YEAR LEASE(2)	\$278.16
00-04-0410-3900				
55663	67557	MINISTER OF FINANCE (POLIC	JULY POLICING	\$80,325.00
00-04-0420-3900				
EFT000000006435	67574	AGL SIGNS AUTO GRAPHICS LT	HELMET DECALS/TAG REUSE	\$22.90
00-04-0410-4600				
EFT000000006436	67573	A.J.STONE COMPANY LTD	WARRANTY ITEM SHIPPING	\$33.15
00-04-0410-4200				
EFT000000006447	67614	CUTTING EDGE LANDSCAPE SER	GRASS CUTTING 1/3 OF CONTRACT	\$468.12

Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
00-04-0410-5121				
EFT000000006451	67578	EASTERN ONTARIO EMERGENCY	HOSE TESTER JULY 6, 7 & 8	\$225.00
00-04-0410-3500				
EFT000000006451	67579	EASTERN ONTARIO EMERGENCY	FACIL FEE JUN22&23/AIR BOTTLES	\$600.00
00-04-0410-2604				
EFT000000006451	67579	EASTERN ONTARIO EMERGENCY	FACIL FEE JUN22&23/AIR BOTTLES	\$168.00
00-04-0410-5161				
EFT000000006452	67620	ENBRIDGE	F/H #1 - NATURAL GAS	\$77.72
00-04-0410-3100				
EFT000000006455	67616	HAROLD MORIARTY & SONS ROO	F/H #1 - STORM REPAIR	\$305.28
00-04-0410-5130				
EFT000000006457	67627	HOLLAND, GREG	FIRE - DIAG SHORE AIR COMP	\$162.81
00-04-0410-5195				
EFT000000006464	67575		KEYS FOR 4 DRAWER FILING CAB.	\$20.35
00-04-0410-4110				
EFT000000006465	67576		FIRE - DZ MTO BOOKS	\$71.68
00-04-0410-2603				
EFT000000006470	67618	NATIONAL SANITATION & SUPP	F/H #2 - BROOM , SQUEEGEE	\$65.86
00-04-0410-4111				
EFT000000006471	67612	NEXICOM INC.	INTERNET, CONFERENCE CALLING	\$71.17
00-04-0410-3320				
EFT000000006471	67612	NEXICOM INC.	INTERNET, CONFERENCE CALLING	\$71.17
00-04-0420-3320				
EFT000000006472	67569	NOYES' REPAIR CENTRE	CHECK FOR CERT - ARGO TRAILER	\$149.59
00-04-0410-3500				
EFT000000006472	67629	NOYES' REPAIR CENTRE	LOF, CHECK FLUIDS,TIRES,LIGHTS	\$494.89
00-04-0410-5194				
EFT000000006472	67630	NOYES' REPAIR CENTRE	CHECK FOR CERT	\$183.16
00-04-0410-3500				
EFT000000006472	67631	NOYES' REPAIR CENTRE	CHECK FOR CERT	\$366.33
00-04-0410-3500				
EFT000000006472	67632	NOYES' REPAIR CENTRE	LOF, CHECK FLUIDS,TIRES,LIGHTS	\$137.37
00-04-0410-5194				
EFT000000006472	67633	NOYES' REPAIR CENTRE	CHECK FOR CERT	\$183.16
00-04-0410-3500				
EFT000000006472	67634	NOYES' REPAIR CENTRE	LOF, CHECK FLUIDS,TIRES,LIGHTS	\$217.65
00-04-0410-5194				

Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
EFT000000006472	67635	NOYES' REPAIR CENTRE	REPL LICENCE LIGHT, MUFF CLAMP	\$130.61
00-04-0410-5195				
EFT000000006472	67636	NOYES' REPAIR CENTRE	CHECK FOR CERT	\$412.12
00-04-0410-3500				
EFT000000006472	67637	NOYES' REPAIR CENTRE	LOF, CHECK FLUIDS,TIRES,LIGHTS	\$149.58
00-04-0410-5194				
EFT000000006478	67554	STAPLES ADVANTAGE CANADA	OFFICE SUPPLIES	\$57.69
00-04-0440-4110				
EFT000000006480	67581	THE DUMMER NEWS	BURN PERMIT AD	\$36.63
00-04-0410-4300				
EFT000000006483	67572		VULNERABLE SECT CHECK-TRENNUM	\$36.93
00-04-0410-3900				
EFT000000006484	67580	SELWYN TOWNSHIP	SEL AUTO AID	\$6,500.00
00-04-0410-3943				
EFT000000006485	67570	UAP AUTO PARTS (664) - LAK	MINIATURE HALOG/HALOG CAPSULE	\$171.52
00-04-0410-4600				
EFT000000006485	67628	UAP AUTO PARTS (664) - LAK	HALOGEN	\$8.87
00-04-0410-5195				
EFT000000006487	67622	WINSLOW-GEROLAMY MOTORS LT	OIL, FILTERS, HOSES	\$486.59
00-04-0410-5194				
EFT000000006487	67623	WINSLOW-GEROLAMY MOTORS LT	OIL, FILTERS, OUTER AIR ELEME	\$568.74
00-04-0410-5194				
EFT000000006487	67624	WINSLOW-GEROLAMY MOTORS LT	OIL, FILTERS	\$387.07
00-04-0410-5194				
EFT000000006487	67625	WINSLOW-GEROLAMY MOTORS LT	L/O FILTER	\$71.42
00-04-0410-5194				
EFT000000006487	67626	WINSLOW-GEROLAMY MOTORS LT	HOSE	\$59.21
00-04-0410-5195				
EFT000000006491	67621	XPLORNET COMMUNICATIONS IN	F/H #1 - INTERNET	\$86.48
00-04-0410-3320				
Protection Services				
Total For Department	4	\$129,662.42		
6 Transportation Services				
55648	67486	BELL CANADA	WARSAW GARAGE	\$98.85
00-06-0600-3300				
55648	67487	BELL CANADA	DOURO GARAGE	\$73.61

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-06-0600-3300				
55649	67458	BELL MOBILITY INC.	CELL - LEAD HAND	\$19.98
00-06-0600-3310				
55649	67459	BELL MOBILITY INC.	CELL - MANAGER OF PUBLC WORKS	\$19.39
00-06-0600-3310				
55649	67460	BELL MOBILITY INC.	CELL - MANAGER OF PUBLIC WORKS	\$19.44
00-06-0600-3310				
55649	67461	BELL MOBILITY INC.	CELL - LEAD HAND	\$50.71
00-06-0600-3310				
55651	67450		LICENCE	\$21.39
00-06-0600-3500				
55651	67451		PPE	\$234.04
00-06-0600-2450				
55655	67492	T.G. QUIRK GARAGE	CHAINSAW GAS	\$12.60
00-06-0600-5191				
55655	67493	T.G. QUIRK GARAGE	CHAINSAW GAS	\$21.24
00-06-0600-5191				
55655	67494	T.G. QUIRK GARAGE	CHAINSAW GAS	\$18.91
00-06-0600-5191				
55655	67495	T.G. QUIRK GARAGE	CHAINSAW GAS	\$21.60
00-06-0600-5191				
55655	67496	T.G. QUIRK GARAGE	CHAINSAW GAS	\$76.30
00-06-0600-5191				
55655	67497	T.G. QUIRK GARAGE	CHAINSAW CHAINS, BAR	\$130.85
00-06-0600-4600				
55655	67498	T.G. QUIRK GARAGE	CHAINSAW GAS	\$11.70
00-06-0600-5191				
55655	67499	T.G. QUIRK GARAGE	CHAINSAW GAS	\$21.60
00-06-0600-5191				
55655	67500	T.G. QUIRK GARAGE	CHAINSAW GAS	\$25.21
00-06-0600-5191				
55655	67501	T.G. QUIRK GARAGE	CHAINSAW GAS	\$15.86
00-06-0600-5191				
55655	67502	T.G. QUIRK GARAGE	CHAINSAW GAS	\$21.31
00-06-0600-5191				
55655	67503	T.G. QUIRK GARAGE	CHAINSAW GAS	\$19.18
00-06-0600-5191				

Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
55655	67504	T.G. QUIRK GARAGE	CHAINSAW GAS	\$18.00
00-06-0600-5191				
55655	67505	T.G. QUIRK GARAGE	CHAINSAW GAS	\$18.00
00-06-0600-5191				
55655	67506	T.G. QUIRK GARAGE	CHAINSAW GAS	\$18.00
00-06-0600-5191				
55655	67507	T.G. QUIRK GARAGE	CHAINSAW GAS	\$15.30
00-06-0600-5191				
55655	67508	T.G. QUIRK GARAGE	CHAINSAW GAS	\$20.24
00-06-0600-5191				
55655	67509	T.G. QUIRK GARAGE	CHAINSAW GAS	\$37.82
00-06-0600-5191				
55655	67510	T.G. QUIRK GARAGE	CHAINSAW GAS	\$18.91
00-06-0600-5191				
EFT000000006396	67452	ACKLANDS-GRAINGER INC.	SAFETY HELMETS	\$220.21
00-06-0600-4600				
EFT000000006397	67517	BELMONT ENGINE REPAIR & MA	CHAINSAW CHAINS, BAR	\$432.47
00-06-0600-4600				
EFT000000006398	67527	B.M.R. MFG. INC.	SIGNS	\$99.64
00-06-0600-4600				
EFT000000006399	67531	BOB MARK NEW HOLLAND SALES	RDS MOWER - KNIVES, HARDWARE	\$425.77
00-06-0600-5160				
EFT000000006400	67455	CAVENDISH RADIO AND TOWERS	ROADS RADIO AIR TIME - JULY	\$251.86
00-06-0600-3330				
EFT000000006402	67528	DRAIN BROS. EXCAVATING	COLD MIX, SAND FILL	\$2,123.12
00-06-0600-4600				
EFT000000006405	67447	GROENEVELD LUBRICATION SOL	GREASE	\$455.64
00-06-0600-5194				
EFT000000006406	67533	HUB INTERNATIONAL	TRACTOR FUEL CAP	\$157.24
00-06-0600-5160				
EFT000000006408	67522	KAWARTHA HARDWARE	WHARF - LAG BOLTS	\$45.28
00-06-0600-4600				
EFT000000006408	67532	KAWARTHA HARDWARE	POLY PIPE, COUPLINGS, CLAMPS	\$29.81
00-06-0600-4600				
EFT000000006409	67516	KEN GRADY AUTOMOTIVE REPAI	LOF	\$203.46
00-06-0600-5194				
EFT000000006410	67489	M & C HYDRAULIC	TOUGH COVER HOSE, FITTINGS	\$90.90

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-06-0600-5195				
EFT000000006415	67530		COUPLING CONNECTOR	\$78.55
00-06-0600-4600				
EFT000000006416	67518	MORRIS CHEMICALS INCORPORA	CALCIUM CHLORIDE	\$6,175.32
00-06-0600-4600				
EFT000000006416	67519	MORRIS CHEMICALS INCORPORA	CALCIUM CHLORIDE	\$6,172.55
00-06-0600-4600				
EFT000000006416	67520	MORRIS CHEMICALS INCORPORA	CALCIUM CHLORIDE	\$8,362.88
00-06-0600-4600				
EFT000000006416	67521	MORRIS CHEMICALS INCORPORA	CALCIUM CHLORIDE	\$8,357.30
00-06-0600-4600				
EFT000000006417	67453	NATIONAL SANITATION & SUPP	ROADS - CLEANING SUPPLIES	\$244.69
00-06-0600-4118				
EFT000000006426	67491	SUNBELT RENTALS OF CANADA	ROLLER	\$434.51
00-06-0600-3700				
EFT000000006428	67513	TRANSPORTATION SERVICES	REPLACE ELECTRIC GEAR PUMP	\$2,504.50
00-06-0600-5195				
EFT000000006428	67514	TRANSPORTATION SERVICES	REPAIR LABOUR OF AUTOLUBE	\$577.53
00-06-0600-5195				
EFT000000006428	67515	TRANSPORTATION SERVICES	REPAIR LABOUR OF LEAKNG MAINLN	\$148.48
00-06-0600-5195				
EFT000000006430	67485	TRENT SECURITY SYSTEMS LTD	MONITORING - DOURO PW & F/H #2	\$109.90
00-06-0600-3220				
EFT000000006431	67529	UAP AUTO PARTS (664) - LAK	ANTI-SEIZE	\$29.19
00-06-0600-4600				
EFT000000006433	67454	WINSLOW-GEROLAMY MOTORS LT	INSPECTION BOOKS	\$81.31
00-06-0600-5160				
EFT000000006433	67490	WINSLOW-GEROLAMY MOTORS LT	HYD56 PL	\$156.48
00-06-0600-5160				
EFT000000006433	67524	WINSLOW-GEROLAMY MOTORS LT	MUFFLER, CLAMP	\$798.27
00-06-0600-5195				
EFT000000006433	67525	WINSLOW-GEROLAMY MOTORS LT	FILTER, FILTER KIT, BULBS	\$135.31
00-06-0600-5194				
EFT000000006433	67525	WINSLOW-GEROLAMY MOTORS LT	FILTER, FILTER KIT, BULBS	\$17.73
00-06-0600-4600				
EFT000000006433	67526	WINSLOW-GEROLAMY MOTORS LT	AIR TANK CABLES	\$135.84
00-06-0600-5195				

Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
55659	67584	BELL MOBILITY INC.	CELL - MANAGER OF PUBLIC WORKS	\$19.46
00-06-0600-3310				
55659	67585	BELL MOBILITY INC.	CELL - LEAD HAND	\$19.53
00-06-0600-3310				
55662	67597	LINDE CANADA INC.	ROADS- B1/C1 YR GENERAL LEASE	\$762.12
00-06-0600-4600				
EFT000000006439	67653	ATTERSLEY TIRE SERVICE INC	TUBE	\$58.00
00-06-0600-5160				
EFT000000006439	67660	ATTERSLEY TIRE SERVICE INC	SERV CALL FLAT REPAIR	\$209.62
00-06-0600-5195				
EFT000000006441	67641	BELMONT ENGINE REPAIR & MA	REPL BROKEN BRAKE HANDLE	\$66.34
00-06-0600-5195				
EFT000000006442	67639	BOB MARK NEW HOLLAND SALES	KNIFE - 15	\$143.93
00-06-0600-4600				
EFT000000006450	67663	DRAIN BROS. EXCAVATING	SCREEND SAND, LIMESTONE, GRANA	\$9,035.18
00-06-0600-4600				
EFT000000006455	67658	HAROLD MORIARTY & SONS ROO	REPAIR SHINGLES ON WRSW DOME	\$1,984.32
00-06-0600-5145				
EFT000000006457	67642	HOLLAND, GREG	CHECK ENGINE LGHT DIAGNOSTIC	\$122.11
00-06-0600-5195				
EFT000000006457	67643	HOLLAND, GREG	REP DAMAGD EXH BACK PRESS VALV	\$651.26
00-06-0600-5195				
EFT000000006461	67650	M & C HYDRAULIC	ADAPS	\$117.92
00-06-0600-5160				
EFT000000006463	67644	MARK JORGENSEN TOWING	TOWING	\$50.88
00-06-0600-5195				
EFT000000006468	67654	MORRIS CHEMICALS INCORPORA	CALCIUM CHLORIDE	\$8,361.84
00-06-0600-4600				
EFT000000006468	67655	MORRIS CHEMICALS INCORPORA	CALCIUM CHLORIDE	\$8,358.25
00-06-0600-4600				
EFT000000006468	67656	MORRIS CHEMICALS INCORPORA	CALCIUM CHLORIDE	\$8,361.03
00-06-0600-4600				
EFT000000006468	67657	MORRIS CHEMICALS INCORPORA	CALCIUM CHLORIDE	\$6,212.39
00-06-0600-4600				
EFT000000006471	67612	NEXICOM INC.	INTERNET, CONFERENCE CALLING	\$71.17
00-06-0600-3320				
EFT000000006472	67661	NOYES' REPAIR CENTRE	CHECK FOR CERT	\$457.92

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-06-0600-3500				
EFT000000006472	67661	NOYES' REPAIR CENTRE	CHECK FOR CERT	\$110.91
00-06-0600-5195				
EFT000000006475	67649	RENT ALL CENTRE	PLATE TAMPER	\$154.67
00-06-0600-3700				
EFT000000006475	67651	RENT ALL CENTRE	ROLLER	\$3,753.14
00-06-0600-3700				
EFT000000006479	67652	STRONGCO EQUIPMENT	CYLINDER	\$1,486.22
00-06-0600-5195				
EFT000000006485	67640	UAP AUTO PARTS (664) - LAK	BATTERY - PACKER	\$270.88
00-06-0600-5195				
EFT000000006487	67594	WINSLOW-GEROLAMY MOTORS LT	ROADS - DEF FLUID	\$195.30
00-06-0600-5160				
EFT000000006487	67646	WINSLOW-GEROLAMY MOTORS LT	PASSENGER CHROME MIRROR	\$242.18
00-06-0600-5195				
EFT000000006487	67647	WINSLOW-GEROLAMY MOTORS LT	COVER MIR CHROM	\$198.11
00-06-0600-5195				
EFT000000006487	67648	WINSLOW-GEROLAMY MOTORS LT	TARPS	\$345.96
00-06-0600-5160				
EFT000000006489	67599	WURTH CANADA LTD.	GLOVES,SAFE GLASSES,OIL,CLAMPS	\$516.07
00-06-0600-4600				
Transportation Services				
Total For Department	6	\$92,472.49		
	8	Environmental Services		
55649	67457	BELL MOBILITY INC.	CELL - HG TSF STN	\$4.83
00-08-0802-3310				
55649	67462	BELL MOBILITY INC.	CELL - HG TSF STN	\$19.42
00-08-0802-3310				
55653	67406		COMPOST PAIL REFUND	\$10.68
00-08-0800-8350				
EFT000000006404	67446	FENNTech SALES & SERVICE	FREON & MERCURY RECOVERY	\$412.13
00-08-0802-3900				
EFT000000006407	67456	JOHNNY ON THE SPOT	HG TSF STN PORTABLE TOILET	\$101.76
00-08-0802-3900				
EFT000000006422	67448	ROSE SCALE (BELLEVILLE) LT	HG TSF STN SCALE REPAIR	\$2,274.34
00-08-0802-5165				

Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
EFT000000006429	67449	TREASURER OF THE COUNTY OF	100 BLUE BOXES	\$531.00
00-08-0800-4600				
55659	67583	BELL MOBILITY INC.	CELL - HG TSF STN	\$19.39
00-08-0802-3310				
EFT000000006444	67595	CAMBIUM ENVIRONMENTAL	WDS MONITORING - STONEY LAKE	\$3,109.64
00-08-0800-3832				
EFT000000006446	67592	CITY OF PETERBOROUGH	JUNE GREENWASTE 14.23 TONNES	\$654.58
00-08-0800-3900				
EFT000000006458	67596	JOHNNY ON THE SPOT	HG TSF STN PORTABLE TOILET	\$101.76
00-08-0802-3900				
EFT000000006460	67593	KINGDON TIM-BR MART	TRANSFER STATION GATE REPAIRS	\$201.59
00-08-0802-5121				
EFT000000006474	67598	ORKIN CANADA INC	HG TSF STN PEST CONTROL	\$145.26
00-08-0802-5121				
EFT000000006477	67586	STARFRA FEED SERVICE	TRANSFER STATION GATE REPAIRS	\$329.70
00-08-0802-5121				
EFT000000006482	67600	TREASURER OF THE COUNTY OF	10 DIGESTERS, 10 COMPOSTERS	\$990.00
00-08-0800-4600				
Environmental Services				
Total For Department	8	\$8,906.08		
10	Health Services			
EFT000000006447	67614	CUTTING EDGE LANDSCAPE SER	GRASS CUTTING 1/3 OF CONTRACT	\$592.62
00-10-1040-5121				
Health Services				
Total For Department	10	\$592.62		
16	Recreation & Cultural Services			
55648	67424	BELL CANADA	WARSAW CC	\$45.05
00-16-1610-3300				
55648	67424	BELL CANADA	WARSAW CC	\$45.05
00-16-1620-3300				
55648	67425	BELL CANADA	LIBRARY	\$94.63
00-16-1640-3300				
55648	67471	BELL CANADA	DOURO CC	\$34.28
00-16-1610-3300				
55648	67471	BELL CANADA	DOURO CC	\$34.28

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-16-1620-3300				
55649	67465	BELL MOBILITY INC.	CELL - MANAGER OF PARKS & REC	\$19.06
00-16-1620-3310				
55649	67466	BELL MOBILITY INC.	CELL - SUMMER PARKS	\$4.83
00-16-1600-3310				
55649	67467	BELL MOBILITY INC.	CELL - ASST TO MGR PARKS & REC	\$4.75
00-16-1610-3310				
55649	67468	BELL MOBILITY INC.	CELL - MANAGER OF PARKS & REC	\$19.06
00-16-1620-3310				
55649	67469	BELL MOBILITY INC.	CELL - SUMMER PARKS	\$19.39
00-16-1600-3310				
55649	67470	BELL MOBILITY INC.	CELL - ASST TO MGR PARKS & REC	\$19.06
00-16-1610-3310				
55655	67432	T.G. QUIRK GARAGE	LIBRARY WATER(4)	\$34.00
00-16-1640-4118				
55655	67433	T.G. QUIRK GARAGE	LIBRARY WATER(3)	\$25.50
00-16-1640-4118				
EFT000000006395	67434	ACCESS COPYRIGHT	LIBRARY COPIER LICENCE FEES	\$4.07
00-16-1640-3500				
EFT000000006412	67464		PPE	\$44.08
00-16-1600-2450				
EFT000000006412	67464		PPE	\$43.33
00-16-1610-2450				
EFT000000006412	67464		PPE	\$43.32
00-16-1620-2450				
EFT000000006424	67431	SIGN-A-RAMA	LIBRARY NAME TAGS	\$111.94
00-16-1640-4300				
55659	67602	BELL MOBILITY INC.	CELL - ASST TO MGR PARKS & REC	\$19.06
00-16-1610-3310				
55659	67603	BELL MOBILITY INC.	CELL - SUMMER PARKS	\$19.39
00-16-1600-3310				
55659	67604	BELL MOBILITY INC.	CELL - MANAGER OF PARKS & REC	\$19.06
00-16-1620-3310				
55660	67667	DULUX PAINTS	DOURO CC - PAINT SUPPLIES	\$123.10
00-16-1610-5130				
55664	67668	T.G. QUIRK GARAGE	GAS FOR PARKS WEED TRIMMERS	\$21.27
00-16-1600-5191				

Cheque Number	Voucher Number	Vendor Name	Description	Amount
EFT000000006437 00-16-1640-4119	67567	ALL GREEN INK INC.	LIBRARY - PRINTER CARTRIDGES	\$304.26
EFT000000006443 00-16-1600-5160	67665	CALLAGHAN FARM SUPPLY	BLADE, FILTERS	\$182.76
EFT000000006445 00-16-1640-3100	67568	CASEY'S PROPANE INC.	LIBRARY PROPANE	\$467.16
EFT000000006447 00-16-1600-5121	67614	CUTTING EDGE LANDSCAPE SER	GRASS CUTTING 1/3 OF CONTRACT	\$614.48
EFT000000006447 00-16-1640-5121	67614	CUTTING EDGE LANDSCAPE SER	GRASS CUTTING 1/3 OF CONTRACT	\$125.23
EFT000000006447 00-16-1610-5121	67614	CUTTING EDGE LANDSCAPE SER	GRASS CUTTING 1/3 OF CONTRACT	\$540.69
EFT000000006447 00-16-1620-5121	67614	CUTTING EDGE LANDSCAPE SER	GRASS CUTTING 1/3 OF CONTRACT	\$212.66
EFT000000006456 00-16-1600-5168	67619	HEMING LTD.	60V CORDLESS HEDGE TRIMMER	\$305.27
EFT000000006456 00-16-1600-5160	67666	HEMING LTD.	BLADES	\$54.52
EFT000000006459 00-16-1600-4600	67608	KAWARTHA HARDWARE	PARKS - NUTS, BOLTS,TARP	\$20.42
EFT000000006459 00-16-1610-4600	67609	KAWARTHA HARDWARE	SUPPLIES FOR DCC DRESS ROOM #2	\$28.48
EFT000000006459 00-16-1610-4118	67610	KAWARTHA HARDWARE	DOURO CC - HARDWARE SUPPLIES	\$77.35
EFT000000006459 00-16-1620-5130	67611	KAWARTHA HARDWARE	WRSW CC PLUG, GLV CORED 1-1/2"	\$2.49
EFT000000006460 00-16-1600-4600	67606	KINGDON TIM-BR MART	SUPPLIES FOR PARKS	\$43.91
EFT000000006460 00-16-1600-4600	67607	KINGDON TIM-BR MART	SUPPLIES FOR DCC & PARKS	\$36.95
EFT000000006460 00-16-1610-4600	67607	KINGDON TIM-BR MART	SUPPLIES FOR DCC & PARKS	\$13.96
EFT000000006462 00-16-1600-2450	67605	MARK'S WORK WEARHOUSE	PARKS & REC STAFF SHIRTS	\$257.79
EFT000000006466 00-16-1640-5170	67564	MICRO AGE COMPUTER STORES	CONTRACT SUPPORT	\$311.39
EFT000000006471	67612	NEXICOM INC.	INTERNET, CONFERENCE CALLING	\$71.17

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-16-1610-3320				
EFT000000006478	67565	STAPLES ADVANTAGE CANADA	LIBRARY - CORDLESS TELEPHONE	\$89.54
00-16-1640-4110				
EFT000000006478	67566	STAPLES ADVANTAGE CANADA	LIBRARY - OFFICE SUPPLIES	\$35.05
00-16-1640-4110				
EFT000000006485	67601	UAP AUTO PARTS (664) - LAK	CBL TIE, STANDARD SPARK PL	\$7.32
00-16-1600-4118				
EFT000000006485	67601	UAP AUTO PARTS (664) - LAK	CBL TIE, STANDARD SPARK PL	\$5.40
00-16-1600-5160				
Recreation & Cultural Services				
Total For Department	16	\$4,641.58		
Total For Fund	0	\$280,307.27		
5				
2	General Government			
EFT000000006448	67613	DIAMOND MUNICIPAL SOLUTION	CONSULTING SERVICES	\$572.40
05-02-0250-0381				
General Government				
Total For Department	2	\$572.40		
4	Protection Services			
EFT000000006469	67617	MUNICIPAL EQUIPMENT	FORESTRY PUMP ADAPTER & PRIMER	\$601.76
05-04-0410-0361				
Protection Services				
Total For Department	4	\$601.76		
6	Transportation Services			
EFT000000006399	67523	BOB MARK NEW HOLLAND SALES	MOWER - TRAN BELT, NUT	\$260.05
05-06-0600-0361				
EFT000000006399	67538	BOB MARK NEW HOLLAND SALES	MOWER - PIVOT,PINS,GUARD,KNIFE	\$1,207.48
05-06-0600-0361				
EFT000000006402	67511	DRAIN BROS. EXCAVATING	GRAN A LIMESTONE	\$27,642.08
05-06-0600-0401				
EFT000000006402	67512	DRAIN BROS. EXCAVATING	GRAN A LIMESTONE	\$60,191.99
05-06-0600-0401				
EFT000000006434	67440	W.O. STINSON & SON LTD	WARSAW - GAS 565.7 L	\$878.17
05-06-0600-0240				

Cheque Number	Voucher Number	Vendor Name	Description	Amount
EFT000000006434	67441	W.O. STINSON & SON LTD	WARSAW - DIESEL 2800.0 L	\$4,601.88
05-06-0600-0241				
EFT000000006434	67442	W.O. STINSON & SON LTD	WARSAW - DYED DIESEL 1500.2 L	\$2,328.22
05-06-0600-0242				
EFT000000006434	67443	W.O. STINSON & SON LTD	WARSAW - DYED DIESEL 900.0 L	\$1,548.78
05-06-0600-0241				
EFT000000006434	67444	W.O. STINSON & SON LTD	WARSAW - GAS 565.9 L	\$962.55
05-06-0600-0240				
EFT000000006434	67445	W.O. STINSON & SON LTD	DOURO - DIESEL 600.1 L	\$1,120.01
05-06-0600-0231				
EFT000000006450	67645	DRAIN BROS. EXCAVATING	DALEVIEW RD PYMT CERT #10	\$10,362.82
05-06-0600-0401				
EFT000000006450	67662	DRAIN BROS. EXCAVATING	5/8 LIMESTONE	\$1,719.94
05-06-0600-0401				
EFT000000006467	67659	MILLER PAVING LTD.	SINGLE SURFACE TREATMENT	\$127,852.49
05-06-0600-0401				
EFT000000006488	67587	W.O. STINSON & SON LTD	WARSAW UNLEADED GAS - 569.6 L	\$872.62
05-06-0600-0240				
EFT000000006488	67588	W.O. STINSON & SON LTD	WARSAW DYED DIESEL - 1350.0 L	\$2,044.29
05-06-0600-0242				
EFT000000006488	67589	W.O. STINSON & SON LTD	WARSAW DYED DIESEL - 1640.1 L	\$2,465.23
05-06-0600-0242				
EFT000000006488	67590	W.O. STINSON & SON LTD	WARSAW CLEAR DIESEL - 1200.0 L	\$1,927.04
05-06-0600-0241				
EFT000000006488	67591	W.O. STINSON & SON LTD	DOURO - DIESEL 1100.. L	\$1,766.46
05-06-0600-0231				
EFT000000006492	67680	J.J. STEWART MOTORS LTD.	PURCH 2022 RAM 2500 SLT/PLOW/S	\$90,958.24
05-06-0600-0391				
Transportation Services				
Total For Department	6	\$340,710.34		
16 Recreation & Cultural Services				
EFT000000006432	67483	WHITEHOTS INC.	LIBRARY BOOKS	\$711.43
05-16-1640-0361				
EFT000000006443	67664	CALLAGHAN FARM SUPPLY	PURCHASE KUBOTA TRACTOR	\$28,911.37
05-16-1600-0361				
Recreation & Cultural Services				
Total For Department	16	\$29,622.80		

The Corporation of the Township of Douro-Dummer

By-law Number 2022-40

Being a By-law of The Corporation of the Township of Douro-Dummer to confirm the proceedings of the Regular Electronic Meeting of Council held on the 6th day of September, 2022.

The Municipal Council of The Corporation of the Township of Douro-Dummer Enacts as follows:

1. **That** the action of the Council at its regular electronic meeting held on September 6, 2022 in respect to each motion, resolution, and other action passed and taken by the Council at its said meeting is, except where prior approval of the Local Planning Appeal Tribunal is required, hereby approved, ratified, and confirmed.
2. **That** the Mayor and the proper officers of the Township are hereby authorized to do all things necessary to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Acting Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Passed in Open Council this 6th day of September, 2022.

Mayor, J. Murray Jones

Acting Clerk, Martina Chait-Hartwig