



Hastings Highlands

Beautiful By Nature

MUNICIPALITY OF HASTINGS HIGHLANDS CONTACT NUMBERS & EMAIL ADDRESSES

Mayor

Tony Fitzgerald	tfitzgerald@hastingshighlands.ca	Cell: 613-334-5788
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Deputy Mayor

Tammy Davis	tdavis@hastingshighlands.ca	Cell: 613-334-5645
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Councillors

Keith Buck	kbuck@hastingshighlands.ca	Cell: 613-338-3283
Roger Davis	rdavis@hastingshighlands.ca	Home: 613-338-3216
Tracy Hagar	thagar@hastingshighlands.ca	Cell: 613-334-7421
Nancy Matheson	nmatheson@hastingshighlands.ca	Cell: 613-332-5066
Joan Nieman	jenieman@hastingshighlands.ca	Cell: 613-334-2061

Staff

David Stewart Chief Administrative Officer/Deputy Treasurer	dstewart@hastingshighlands.ca	613-338-2811 Ext.289
Tanya Dickinson Treasurer	tdickinson@hastingshighlands.ca	613-338-2811 Ext.290
Suzanne Huschilt Municipal Clerk	shuschilt@hastingshighlands.ca	613-338-2811 Ext.277
Kim Helkaa Deputy Clerk	khelkaa@hastingshighlands.ca	613-338-2811 Ext.211
Martin Cox Chief Building Official	mcox@hastingshighlands.ca	613-338-2811 Ext.255

(Staff Continued)

Harley Foulds Deputy Chief Building Official	hfoulds@hastingshighlands.ca	613-338-2811 Ext. 256
John Jardine Municipal Planner	jjardine@hastingshighlands.ca	613-338-2811 Ext.244
Sarah Bowles Planning Secretary	sbowles@hastingshighlands.ca	613-338-2811 Ext.222
Dawn Bowers Bylaw Enforcement Officer	dbowers@hastingshighlands.ca	613-338-2811 Ext.235
Amber Olmstead Financial Analyst – Receivables & Taxes	aolmstead@hastingshighlands.ca	613-338-2811 Ext.299
Emily Petzold Financial Analyst	epetzold@hastingshighlands.ca	613-338-2811 Ext.266
Tina James Coordinator of Administrative Services – Community Services	tjames@hastingshighlands.ca	613-338-2811 Ext.200
Amanda Piszczek Coordinator of Administrative Services – Operations	apiszczek@hastingshighlands.ca	613-338-2811 Ext.202
Denver Mayhew Operations Manager	dmayhew@hastingshighlands.ca	613-338-2811 Ext.288
Warren Scott Operations Supervisor – Bangor, Wicklow and McClure areas	wscott@hastingshighlands.ca	Cell: 613-334-2131
Dylan Rigelhof Operations Supervisor – Herschel and Monteagle areas	drigelhof@hastingshighlands.ca	Cell: 613-334-9588
Bryce Robinson Fire Chief	brobinson@hastingshighlands.ca	Cell: 613-318-9047 613-338-2811 Ext. 313
Ashley Rull Coordinator of Administrative Services - Fire	arull@hastingshighlands.ca	613-338-2811 Ext.314

Hastings Highlands Public Library
<https://www.hastingshighlandslibrary.ca/>
613-338-2262

After Hours Road Emergency #: **1-888-408-5143**

Municipality of Hastings Highlands
33011 Hwy 62
Box 130
Maynooth, ON
K0L 1C0



Municipal Office
Tel: 613-338-2811
Fax: 613-338-3292
Toll Free: 1-877-338-2818
Email: info@hastingshighlands.ca

REMINDERS:

Tax Bills are mailed out **two times** per year and there are **4** installments:
March & May / August & October

Taxes may be paid in person by Interac/Debit, Cash or Cheque at the Municipal Office during normal office hours. Taxes may be paid by mail, monthly preauthorized payments, electronic banking (EFT) Credit Card / PayPal only on our website (www.hastingshighlands.ca) through My Account



My Account

Post-dated cheques **ARE** accepted.
Taxes are payable in **Canadian Funds** only.

Municipal Facility Rentals - Rentals are available at our Community Centres and at our Baseball and Soccer Fields located throughout Hastings Highlands:

1. Hastings Highlands Centre – Emond Hall
2. Lake St Peter Community Centre
3. Herschel Community Centre
4. Two ball diamonds and one Soccer field (Birds Creek Park)

Contact the Coordinator of Administrative Services – Community Services at 613-338-2811 Ext. 200 for availability, pricing, booking and additional information.

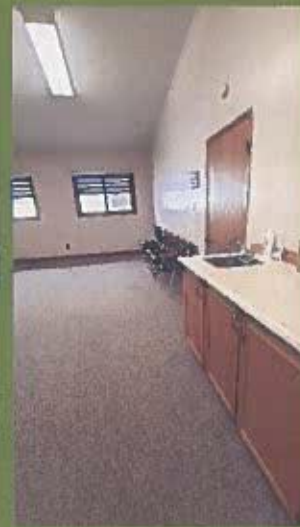
During the Winter Season outdoor ice-skating **Rinks** are available for your enjoyment in the following communities:

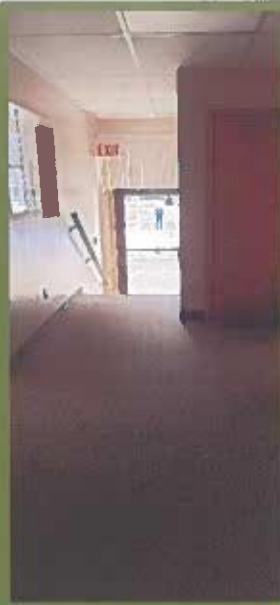


- Maynooth
- Lake St Peter
- Birds Creek

Please feel free to call the Municipality for further details at 613-338-2811 or visit our website at www.hastingshighlands.ca

Herschel Community Centre





Lake St. Peter Community Centre







Hastings Highlands Centre / Emond Hall & the Kitchen / Program Rm

33011 Hwy #62 N., Maynooth, ON K0L 2S0



**Schedule 'E' to Bylaw 2025-001
Facility and Venue Rental Fees**

Facility/Venue Rental	Fees	Units of Measure	HST Applicable (Yes or No)	Comments
Birds Creek Hall - No Kitchen Bi-level floors (Not accessible)				
Hourly	\$ 15.00	per hour	Yes	
Daily	\$ 90.00	per day		
Repeat Users (3 or more visits per year)				
Educational or Fitness	\$ 8.00	per hour	Yes	
Meeting or Social	\$ 10.00	per hour		
Birds Creek Ball Diamond				
Daily	\$ 500.00	per season	Yes	No charge for Children's League
Hourly				
Educational or Fitness (Adult League)				
Birds Creek Soccer				
Daily	\$ 500.00	per season	Yes	No charge for Children's League
Hourly				
Educational or Fitness (Adult League)				
HH Centre Emond Hall (without Kitchen)				
Hourly	\$ 35.00	per hour	Yes	
Daily	\$ 200.00	per day		
Liquor Licence or Paid Admission	\$ 40.00	per hour		
Repeat Users (3 or more visits per year)				
Educational or Fitness (Adult League)	\$ 15.00	per hour	Yes	
Meeting or Social	\$ 25.00	per hour		
HH Centre Program Room/Kitchen				
Hourly	\$ 15.00	per hour	Yes	
Daily	\$ 90.00	per day		
Liquor Licence or Paid Admission	\$ 20.00	per hour		
Repeat Users (3 or more visits per year)				
Educational or Fitness (Adult League)	\$ 8.00	per hour	Yes	
Meeting or Social	\$ 10.00	per hour		
Lake St. Peter Hall				
Hourly	\$ 15.00	per hour	Yes	
Daily	\$ 75.00	per day		
Liquor Licence or Paid Admission	\$ 40.00	per hour		
Repeat Users (3 or more visits per year)				
Educational or Fitness (Adult League)	\$ 8.00	per hour	Yes	
Meeting or Social	\$ 10.00	per hour		
Insurance is required for all rentals with limited exceptions. An Attendant Fee may apply at an additional rate of \$20/hr. (one hour minimum). Please provide two weeks' notice for rental.				



PROPERTY TAX PAYMENT OPTIONS

There are a variety of ways to pay your property taxes. Below are some options:

- Pay in person by cash, debit or cheque at the Municipal Office (Note: No credit card payments are accepted at the counter)
- Drop off cheque payment to the Municipal Drop Box located to the left of the front door at the main office
- Mail in cheques and stubs to the municipality (if you would like a receipt, include a self-addressed stamped envelope and we can mail back the receipt of payment)
- Telephone banking payment made through your financial institution
- In-Person at your financial institution – bring all tax bills with you
- Internet banking payment made through your financial institution
- By credit card through the municipal website under the “My Account” feature (your current tax bill is needed to set this up)

For electronic payment options, the Roll Number will be the account number. Hastings Highlands roll numbers all begin with 1290 and are 19 digits long

**The four tax installments are due
March 17th, May 19th, August 18th, October 20th**

Accounts Receivable (AR) payments, cheques can be dropped off or mailed in. AR payments may also be paid through your financial institution, and through the municipal website under the “My Account” feature.

NOTE: An account and invoice number will be required

The Municipality of Hastings Highlands
33011 Highway 62N, PO Box 130
Maynooth, ON K0L 2S0

613-338-2811

www.hastingshighlands.ca



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33011 Highway 62
Maynooth, ON K0L 2S0

Tel: 613-338-2811

Fax: 613-338-3292

Toll Free: 1-877-338-2818

Website: www.hastingshighlands.ca

Email: aolmstead@hastingshighlands.ca

PROPERTY TAX ROLL MAILING ADDRESS CHANGE REQUEST:

PLEASE NOTE THAT WE REQUIRE WRITTEN PERMISSION FROM ALL OWNERS.

DATE: _____

ROLL #'S: _____

ALL PROPERTY OWNER NAMES: _____

NEW MAILING ADDRESS: _____

PHONE #: _____ **EMAIL:** _____

- By completing this, I/we hereby authorize the Municipality of Hastings Highlands to provide this mailing address change to the Municipal Property Assessment Corporation (MPAC).

ALL PROPERTY OWNER SIGNATURES: _____

For name change information, please visit:
<https://www.ontario.ca/page/change-name#section>

Administration Use Only

Tax Department Update Completed: _____ *Date:* _____

Clerks Department Update Completed: _____ *Date:* _____

Personal information is collected under the authority of the Municipal Act, 2001 for the purpose of processing tax billings, planning applications, and other related Municipal administration. The personal information submitted will be used to provide you with information or updates on services or activities that the Municipality of Hastings Highlands delivers under the Municipal Act or other legislation. Questions about the collection of this personal information should be directed to the Municipal Clerk at 613-338-2811 ext. 277 or clerk@hastingshighlands.ca



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Fax: 613-338-3292

#33011 Hwy 62, P.O Box 130
Maynooth, Ontario, K0L 2S0

CONFIRMATION OF PRE-AUTHORIZED PROGRAM DEBIT (PAP) SIGN UP

Property Tax Account must be current at a \$0.00 balance in order to sign up.

Please fill in this form and return to the office of the Municipality of Hastings Highlands with a personal cheque unsigned and marked **VOID**. This cheque will be used for verification purposes.

PAYOR NAMES: _____

DATE: _____

ADDRESS: _____

CITY: _____ **PROVINCE:** _____ **POSTAL CODE:** _____

TELEPHONE #: _____ **EMAIL ADDRESS:** _____

For the purposes of paying property taxes for **ROLL#:** _____

If Additional Roll #'s: _____

THIS FORM GIVES AUTHORIZATION FOR

The Municipality of Hastings Highlands, #33011 Hwy #62, P.O Box 130, Maynooth, ON, K0L
2S0 to debit Payor's Account (Check One)

Yes _____ **No** _____

ACCOUNT NAME: _____

FINANCIAL INSTITUTION (Name & Transit #): _____

ACCOUNT #: _____

VARIABLE AMOUNTS PAYABLE THE 23RD DAY EACH MONTH (2 VARIABLE AMOUNTS per year January & July will be calculated by the Municipality for the purpose of the tax account to be at a \$0 Balance come December 31 in each given year)

CONFIRMATION OF PRE-AUTHORIZED PROGRAM DEBIT (PAP) SIGN UP

Payment Start Date **23RD** OF (MONTH/YEAR ONLY) _____

Pre-Authorized Debit is for (Check One) PERSONAL _____ BUSINESS _____ purposes

PRE-NOTIFICATION TERMS

For Variable PADs the Payee has agreed to pay the required amount that is needed for their tax account to be at a Zero Balance at the end of December. The Payee has agreed that we may reduce or waive the pre-notification for variable amount PADs and agree that advance notice is not required prior to the debit being processed. The January Variable is based on ½ of the previous year's taxes unless there has been tax adjustments during that given year which may alter that calculation to be less or more.

I/WE have read and understood the terms of this authorization and acknowledge receipt of copy thereof. **(Joint Accounts require both signatures)**

Signed _____ Dated _____

Signed _____ Dated _____

Note:

The PAD Agreement may be cancelled provided notice is received 15 days prior to the PAD monthly date- and not to exceed thirty (30) days before the next scheduled PAD. A Cancellation Notice is required to be filled out and may be obtained at the Municipal Office. If any of the above details are incorrect, please contact us immediately at the above information. If the details are correct, you do not need to do anything further and your Pre-Authorized Debits will be processed and start on the Payment Date indicated above. You have certain recourse rights if any debit does not comply with these terms. You have the right to receive a reimbursement for any PAD that is not authorized or is not consistent with this PAD Agreement. To obtain more information on your recourse rights, contact your financial institution or visit www.cdnpay.ca . (Exception; If a Funds Transfer PAD and coded "650" or "83" , CPA Member initiating the Funds Transfer must advise that the Payor will not have recourse within the CPA Rules.

CONSENT FOR DISCLOSURE OF PERSONAL INFORMATION

I, _____ & _____
Authorize the Municipality of Hastings Highlands to disclose the personal information listed above for the purpose of this PRE-AUTHORIZED DEBIT (PAD) SIGN UP document, until such time as the CANCELLATION OF PRE-AUTHORIZED DEBIT FORM IS COMPLETED.

Date: _____

Signatures: _____ & _____



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Tel: 613-338-2811
Toll Free: 877-338-2818
Fax: 613-338-3292

#33011 Hwy 62, P.O Box 130
Maynooth, Ontario K0L 2S0

CANCELLATION NOTICE OF PRE-AUTHORIZED DEBITS (PADS)

Date: _____

I/We (Payor Names):

Cancel my/our authorization to issue (Personal or Business) pre-authorized debits in the current amount against roll #: _____

Effective on: _____.

I/We acknowledge that this cancellation does not terminate any other obligation that I/We may have with the Payees.

All Property Owners to
Sign: _____

Payor/Valid Signing Authority(ies)

Where the Payor's account agreement requires the signature of two or more signing authorities, the signatures of all such person are required for the purposes of this Cancellation Notice.

Note: Subject to the terms of any agreement between a Payor and Payee including their Payor's PAD Agreement, a Cancellation Notice may be provided to a Payee by way of registered mail, telephone, Internet, e-mail, fax or prepaid courier and must be provided in compliance with the notice requirements for cancellations, if any, set out in the applicable Payor's PAD Agreement.



Hastings Highlands

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Assessment Resource Guide for Residents

Updated October 2020

Municipal Property Assessment Corporation (MPAC)

As a property owner in Ontario, you'll receive a [Property Assessment Notice](#) in the mail from MPAC every four years updating the value of your property. Due to the COVID-19 pandemic, the Ontario government has postponed the 2020 Assessment Update. They have indicated that property assessments for the 2021 property tax year will continue to be based on the fully phased-in January 1, 2016 current values. This means your property assessment for the 2021 property tax year will be the same as the 2020 tax year, unless there have been changes to your property. **MPAC's Website:** www.mpac.ca

Key Messages for Property Owners

Property owners are able to access www.aboutmyproperty.ca when they receive their Property Assessment Notice in the mail. Login details are included on every Notice mailed. Visitors to the site can also view videos explaining assessment.

VIDEO: AboutMyProperty Overview <https://www.youtube.com/watch?v=o6ATjrN2ttcc>

When owners receive their Property Assessment Notice, they should review it. No further action is required unless an owner has questions or disagrees with their assessed value or classification. If an owner doesn't agree with their assessment, they have the option to file a request for reconsideration (see link to video below).

VIDEO: The Request for Reconsideration Process
<https://www.youtube.com/watch?v=EpgN-THof5Q>

Farm Property Class Tax Rate Program

To request that a property be eligible for the farm property classes, a request must be filed with the Agricorp. Agricorp is assuming the role of primary point of contact for the [Farm Property Class Tax Rate Program](#), also known as the "Farm Tax Program," effective February 25, 2019.

The Farm Tax Program is staying the same, but farmland owners will now contact Agricorp for eligibility and enrolment, instead of the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

<https://www.agricorp.com/en-ca/News/2019/Pages/AgricorpBeginsDeliveryOfFarmTaxProgram.aspx>



Hastings Highlands

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Assessment Resource Guide for Residents

Updated October 2020

Managed Forest Tax Incentive Program

To request that a property be eligible for the managed forest tax incentive program, a request must be filed. More information is available on this website

<https://www.ontario.ca/page/managed-forest-tax-incentive-program>



Hastings Highlands

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Bin Layout



PLEASE BE AWARE

To better serve the public, a new recycling and waste process and organization system has been instituted. Signs have been posted to label the bins / areas where specific types of recyclables and waste should be deposited. Please be sure that all items are deposited in the correct bins.

It is no longer permitted to deposit plastic bags in RECYCLING bins. All recyclables should be placed in bins loose. Alternatives to plastic bags include cardboard boxes, which can be placed in the correct bin afterwards. Or a blue recycling box may be purchased from the Municipal Office.

For further enquiries, please contact the Municipal Office at 613-338-2811 ext. 288, Operations Manager. For landfill site hours, please see the Municipality of Hastings Highlands website www.hastingshighlands.ca



Containers



NO BAGS - LOOSE ITEMS ONLY

Aluminum cans

Steel cans and containers

Metal cans - empty, dry, lids removed, no plastic bottom paint pails

Frozen juice containers

Cartons - milk, juice, cream, rinsed and lids removed

Egg cartons - plastic

Clear glass containers

Coloured glass containers

Plastic containers - lids removed, #'s 1-7 including PET, HDPE, mixed plastics, tubs, all rinsed, lids are recyclable

Clam shell packages - no styrofoam

All lids and caps are recyclable

Waste



CLEAR BAGS ONLY

Used paper towels, tissue or toilet paper

Styrofoam and film plastic (e.g. grocery bags, milk bags, sandwich bags)

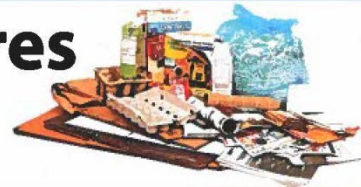
Plastic planting pots

Table scraps and kitchen waste

Anything non-recyclable

Inside your clear bag you may place 1 non-clear personal privacy bag. This bag will hold items you want not to be seen, or not wanting to leak. For example, personal hygiene items, diapers and bandages, or wet food scraps. This smaller bag can be any colour. For the residents that only accumulate one personal waste bag, there is no need to put it in an additional clear bag. Non-compliant garbage bags will be refused unless resident removes recycling from bag.

Fibres



NO BAGS - LOOSE ITEMS ONLY

Newspaper/Mixed paper

Box board

Magazines/Catalogues

Household fine paper

Books - soft cover or with hard cover removed

Telephone books

Brown bags

Egg cartons - fibre

Wrapping paper

Corrugated cardboard



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As per Bylaw 2019-049, April 17, 2019

Black plastics are waste



*****Please rinse all recyclable containers and remove all lids
Lids are recyclable*****



Hastings Highlands

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Municipality of Hastings Highlands **Fall and Winter** Waste Site Hours of Operation **Oct 14, 2025 - May 11, 2026**

	Sand Bay 16 Runnalls Ln.	Wolf Creek 567 River Rd	Papineau Lake 113 South Papineau Lake Rd	Musclow-Greenview 3375 Musclow-Greenview Rd	East Lake 59 Cardwell Lake Road	Lake St. Peter 2825 Hwy 127	North Baptiste 353 N. Baptiste Lake Rd	Hickey Rd. East 202 Hickey Rd East	South Baptiste 2539 S. Baptiste Lake Rd
	* No C&D * No Leaf or Yard Waste	* No C&D * No Leaf or Yard Waste *	* No C&D *	* No C&D *	*	* No C&D *	* No C&D * No Leaf or Yard Waste *	* No Tires * No C&D * No Leaf or Yard Waste	* No C&D *
Monday					12pm- 5pm				
Tuesday									
Wednesday		12pm-5pm	12pm-5pm		12pm-5pm				12pm-5pm
Thursday						12pm-5pm	12pm-5pm		
Friday								12pm-5pm	
Saturday	12pm-5pm		12pm-5pm		12pm-5pm	12pm-5pm	12pm-5pm		12pm-5pm
Sunday		12pm-5pm	12pm-5pm	12pm-5pm		12pm-5pm	12pm-5pm		12pm-5pm

* **Holiday Mondays** - All Landfill Sites Regularly Open on Sunday will also be OPEN on HOLIDAY MONDAYS using the same hours as Sunday.

* **Denotes the only site that will accept Construction & Demolition Waste (C&D Material). Also accepts mattresses & polystyrene (foamed plastics).**







* **Denotes Sites that NO NOT accept Construction & Demolition Waste (C&D Material) / * Denotes Sites that NO NOT accept Leaf or Yard Waste**

www.hastingshighlands.ca Phone: 613 338 2811 ext. 202 / Fax: 613 338 3292 / Email: info@hastingshighlands.ca

Hastings Highlands

Waste Site Holiday Hours



	New Years	ALL Waste Sites are CLOSED*
	Good Friday and Easter Sunday	ALL Waste Sites are CLOSED* 
	Easter Monday	Waste Sites that are regularly scheduled to be Open on Sunday will also be Open on Monday (Easter Monday)*
	Victoria Day	Waste Sites that are regularly scheduled to be Open on Sunday will also be Open on the Monday (Victoria Day)*
	Canada Day 	Waste Sites will operate according to their regular scheduled hours
	Civic Holiday	Waste Sites that are regularly scheduled to be Open on Sunday will also be Open on the Monday (Civic Holiday)*
	Labour Day	Waste Sites that are regularly scheduled to be Open on Sunday will also be Open on the Monday (Labour Day)*
	Thanksgiving Day	Waste Sites that are regularly scheduled to be Open on Sunday will also be Open on the Monday (Thanksgiving Day)*
	National Day for Truth and Reconciliation	Waste sites will operate according to their regular scheduled hours
	Christmas Day	ALL Waste Sites are CLOSED*
	Boxing Day	ALL Waste Sites are CLOSED* 

*East Lake WDS operates on its regular seasonal schedule year-round, including holidays, **EXCEPT** when Christmas Day, New Year's Day, or Boxing Day falls on a **Monday**—in those cases, the Waste Site will be **closed**.

**Schedule 'F' to Bylaw 2025-001
Waste Tipping Fees**

Item	Fees	Units of Measure	HST Applicable (Yes or No)	
Furniture & Household Items				
Large Items – Examples Only Below (Cash Only Items)				
Sofas	Dressers	\$ 10.00	per item	No
Upholstered Chairs	Bookcases			
Kitchen Tables	Carpet/Desks			
Mattresses and Box Springs				
Twin/Single/Double	\$ 20.00	per item	No	
King/Queen	\$ 30.00			
Small Items – Examples Only Below				
Wooden Chairs	Plastic Chairs	\$ 5.00	per item	No
Small Shelves	Windows			
Lamps	Doors/Small Tables			
Styrofoam				
27 cubic feet (3ft. x 3ft.) bag or under	\$ 10.00	per bag	No	
Over 27 cubic feet (3ft. x 3ft.) bag	\$ 30.00	per bag	No	
Household Appliances Containing 'Refrigerant'				
Effective May 2023 Disposal available at East Lake Waste Site ONLY				
Household Appliances Containing 'Refrigerant' (i.e., Refrigerator, Freezer, Dehumidifier, Air Conditioner)	\$ 75.00	Per Unit (Appliance)	No	
Demolition / Renovation / Construction By-Products Other Than Household Garbage.				
*Must be prearranged with the Municipal Office prior to any delivery of any material and taken to East Lake Site. (Items May be Invoiced or Paid by Cash)				
Single Axle dump truck or roll off bin	\$ 200.00	per truck or roll off bin	No	
Tandem Axle dump truck or roll off bin	\$ 400.00			
Tri Axle truck or roll off bin	\$ 500.00			
Other Construction Material				
One ton truck or dual axle trailer	\$ 125.00	per truck or trailer	No	
Up to and including Half Ton truck or single	\$ 30.00			
Fibreglass boats (boats not in metal piles)	\$ 50.00			
Surcharge for improperly sorted Bulk Waste and C&D Material				
Pickup Truck or Trailer	\$ 30.00	per truck or trailer	No	
Any Commercial Vehicle	\$ 500.00			

No Charge Items

- Personal Vehicle Tires ONLY on or off rims (No Commercial or Industrial Tires)
- Electronic waste – if deposited in appropriate location for recycling
- White goods – washers, dryers, stoves
- Refrigerators, freezers, dehumidifiers and air conditioners (at any site provided they have been tagged by a qualified Technician as 'Refrigerant' free)
- Brush – stumps must be under 10 cm. (4 inches)
- Household batteries



Hastings Highlands

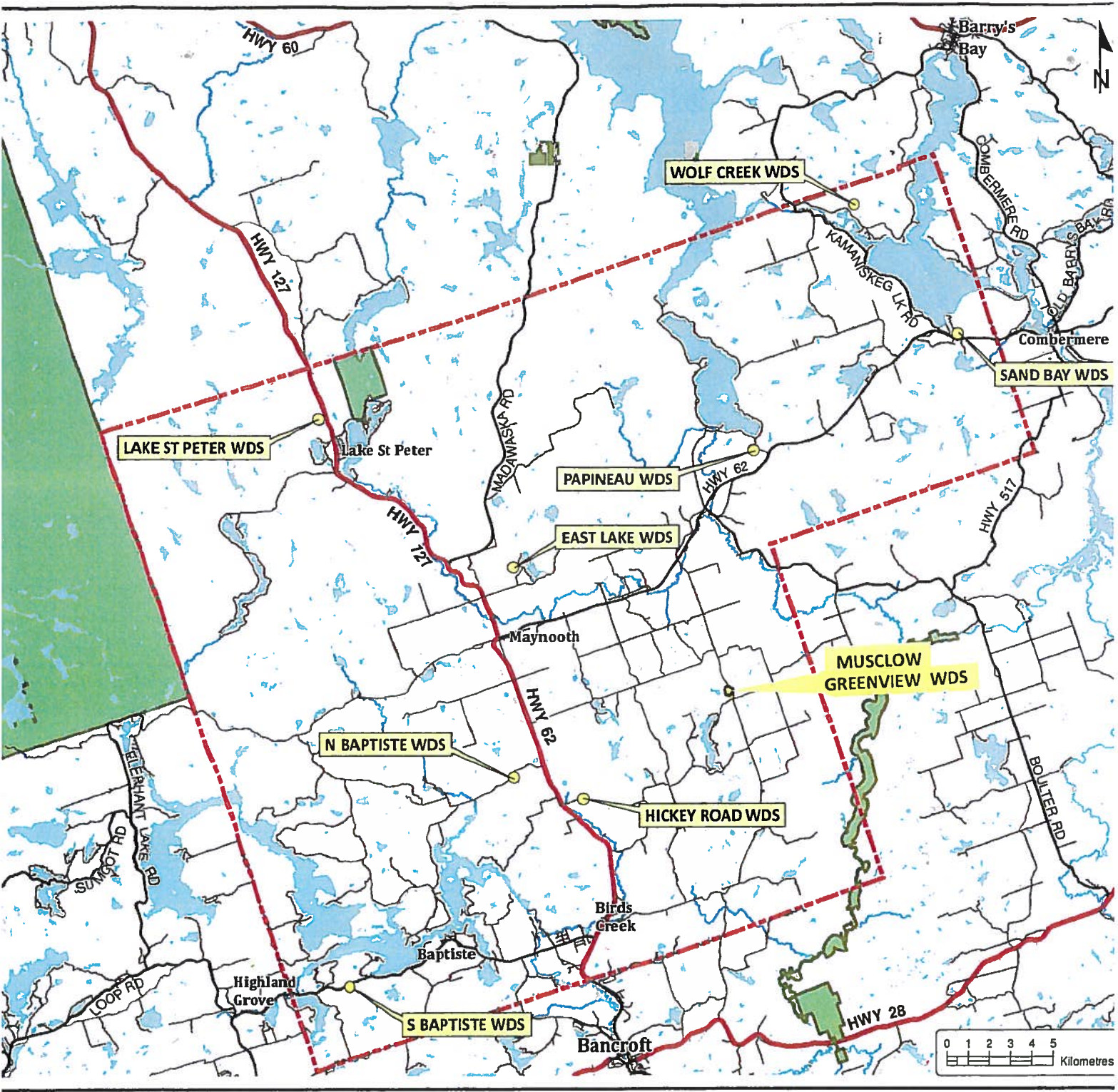
Beautiful By Nature

**33011 Hwy 62, P.O Box 130,
Maynooth, Ontario, K0L 2S0**

**Tel: 613-338-2811 or
Toll Free 877-338-2818
Fax: 613-338-3292**

WASTE SITE KILOMETRES TO BANCROFT

<u>Site Name</u>	<u>KM TO BANCROFT</u>
SAND BAY , 16 Runnalls Lane <i>Highway 62 turn North on Sand Bay (south end of Kamaniskeg Lake)</i>	50.6 km
LAKE ST.PETER , 2825 Hwy.127 <i>Highway 127 north of stores, around corner on West side</i>	33.3 km
WOLF CREEK , 567 River Road <i>Hwy 62 to Centreview Road to Siberia Road, over Bridge, Turn right onto River Road, dump on left, 2 miles</i>	62.5 km
NORTH BAPTISTE , 353 North Baptiste Lake Road <i>Hwy 62 to North Baptiste Lake Road, 1 mile on left</i>	18.7 km
MUSCLOW-GREENVIEW , 3375 Musclow-Greenview Road <i>Between Graphite Rd & Salmon Trout Lake Road. on West side North of Fire Hall)</i>	25.1 km
EAST LAKE , 59 Cardwell Lake Road <i>Hwy 127 turn east on East Lake Rd. ½ km to N. Cardwell Lake Road</i>	27.1 km
SOUTH BAPTISTE , 2539 South Baptiste Lake Road <i>West of Baptiste Village between Bowers Point Road and Diamond Lake</i>	18.3 km
PAPINEAU LAKE , 113 South Papineau Lake Road <i>Hwy 62 to South Papineau Lake Road .5 km on left</i>	32.6 km
HICKEY ROAD EAST , 202 Hickey Road East <i>Hwy 62 to Hickey Road, turn east 2 km</i>	15.5 km





HOUSEHOLD BATTERY DROP OFF **AT THE HASTINGS HIGHLANDS CENTRE**



The Hastings Highlands Centre in Maynooth:

33011 HWY 62 NORTH

has HOUSEHOLD BATTERY DROP OFF

containers in the **LOBBY**

Lobby doors are open Mon 9-4, Tues-Fri 8-4, Sat 10-2

www.hastingshighlands.ca

Flood Fact Sheet

(content from www.getprepared.gc.ca)

Before a flood:

- Put weather protection sealant around basement windows and the base of ground-level doors.
- Install the drainage for downspouts a sufficient distance from your residence to ensure that water moves away from the building.
- Consider installing a sump pump and zero reverse flow valves in basement floor drains.
- Do not store your important documents in the basement. Keep them at a higher level, protected from flood damage.
- If you have a livestock farm, remember that livestock have a natural "move away instinct" to flash flood waters. They generally seek higher ground if possible. When purchasing or designing your livestock operation, it is important to allow livestock a way to reach high ground in each pasture. Without access, livestock will fight fences and be at a greater risk of drowning. Livestock will initially panic during flash floods. This complicates livestock handling.

If a flood is forecast

- Turn off basement furnaces and the outside gas valve.
- Take special precautions to safeguard electrical, natural gas or propane heating equipment.
- If there is enough time, consult your electricity or fuel supplier for instructions on how to proceed.
- In floods, in a rural farm setting, sheltering livestock may be the wrong thing to do. Leaving animals unsheltered is preferable because flood waters that inundate a barn could trap animals inside, causing them to drown.
- If evacuation of the animals is being considered, then evacuation procedures, places, and routes should be planned. Animal evacuation routes must not interfere with human evacuation routes. Alternate routes should be found in case the planned route is not accessible. Places where animals are to be taken should be decided in advance and arrangements made with the owners of these places to accept the animals.

If flooding is imminent

- Move furniture, electrical appliances and other belongings to floors above ground level.
- Remove toxic substances such as pesticides and insecticides from the flood area to prevent pollution.
- Remove toilet bowls and plug basement sewer drains and toilet connections with a wooden stopper.
- Disconnect eavestroughs if they are connected to the house sewer.
- In some cases, homes may be protected with sandbags or polyethylene barriers. This approach requires specific instructions from your local emergency officials.
- Do NOT attempt to shut off electricity if any water is present. Water and live electrical wires can be lethal. Leave your home immediately and do not return until authorities indicate it is safe to do so.

During a flood

- Keep your radio on to find out what areas are affected, what roads are safe, where to go and what to do if the local emergency team asks you to leave your home.
- Keep your emergency kit close at hand, in a portable container such as a duffel bag, back pack, or suitcase with wheels.

If you need to evacuate

- Vacate your home when you are advised to do so by local emergency authorities. Ignoring such a warning could jeopardize the safety of your family or those who might eventually have to come to your rescue.
- Take your emergency kit with you.
- Follow the routes specified by officials. Don't take shortcuts. They could lead you to a blocked or dangerous area.
- Make arrangements for pets.
- Time permitting, leave a note informing others when you left and where you went. If you have a mailbox, leave the note there.

Never cross a flooded area

- If you are on foot, fast water could sweep you away.
- If you are in a car, do not drive through flood waters or underpasses. The water may be deeper than it looks and your car could get stuck or swept away by fast water.
- Avoid crossing bridges if the water is high and flowing quickly.
- If you are caught in fast-rising waters and your car stalls, leave it and save yourself and your passengers

After a flood

Restore your home to good order as soon as possible to protect your health and prevent further damage to the house and its contents.

Re-entering your home

- Do not return home until authorities have advised that it is safe to do so.
- If the main power switch was not turned off prior to flooding, do not re-enter your home until a qualified electrician has determined it is safe to do so.
- Use extreme caution when returning to your home after a flood.
- Appliances that may have been flooded pose a risk of shock or fire when turned on. Do not use any appliances, heating, pressure, or sewage system until electrical components have been thoroughly cleaned, dried, and inspected by a qualified electrician.
- The main electrical panel must be cleaned, dried, and tested by a qualified electrician to ensure that it is safe.
- Depending on where you live, your municipal or the provincial inspection authority is responsible for the permitting process required before your electric utility can reconnect power to your home.

Ensure building safety

- Make sure the building is structurally safe.
- Look for buckled walls or floors.
- Watch for holes in the floor, broken glass and other potentially dangerous debris.

Water

- Flood water can be heavily contaminated with sewage and other pollutants. It can cause sickness and infections.
- If through colour, odour or taste you suspect that your drinking water has been contaminated, don't drink it.
- Household items that have been flood-damaged will have to be discarded according to local regulations.

For more information, visit <https://www.getprepared.gc.ca/cnt/rsracs/pblctns/flds-wtd/flds-wtd-eng.pdf>

Power Outage Fact Sheet

(content from www.getprepared.gc.ca)

- First, check whether the power outage is limited to your home. If your neighbours' power is still on, check your own circuit breaker panel or fuse box. If the problem is not a breaker or a fuse, check the service wires leading to the house. If they are obviously damaged or on the ground, stay at least 10 meters back and notify your electric supply authority. Keep the number along with other emergency numbers near your telephone.
- If your neighbours' power is also out, notify your electric supply authority.
- Turn off all tools, appliances and electronic equipment, and turn the thermostat(s) for the home heating system down to minimum to prevent damage from a power surge when power is restored. Also, power can be restored more easily when there is not a heavy load on the electrical system.
- Turn off all lights, except one inside and one outside, so that both you and hydro crews outside know that power has been restored.
- Don't open your freezer or fridge unless it is absolutely necessary. A full freezer will keep food frozen for 24 to 36 hours if the door remains closed.
- **Never use charcoal or gas barbecues, camping heating equipment, or home generators indoors. They give off carbon monoxide. Because you can't smell or see it, carbon monoxide can cause health problems and is life-threatening.**
- Use proper candle holders. Never leave lit candles unattended and keep out of reach of children. Always extinguish candles before going to bed.
- Listen to your battery-powered or crank radio for information on the outage and advice from authorities.
- Make sure your home has a working carbon monoxide detector. If it is hard-wired to the house's electrical supply, ensure it has a battery-powered back-up.
- Protect sensitive electrical appliances such as TVs, computer, and DVD players with a surge-protecting power bar.

If you have to evacuate:

Evacuation is more likely during winter months, when plummeting temperatures can make a house uninhabitable. Although a house can be damaged by low temperatures, the major threat is to the plumbing system. If a standby heating system is used, check to see that no part of the plumbing system can freeze.

If the house must be evacuated, protect it by taking the following precautions:

- Turn off the main breaker or switch of the circuit-breaker panel or power-supply box.
- Turn off the water main where it enters the house. Protect the valve, inlet pipe, and meter or pump with blankets or insulation material.
- Drain the water from your plumbing system. Starting at the top of the house, open all taps, and flush toilets several times. Go to the basement and open the drain

valve. Drain your hot water tank by attaching a hose to the tank drain valve and running it to the basement floor drain.

- Note: If you drain a gas-fired water tank, the pilot light should be turned out – call the local gas supplier to re-light it.
- Unhook washing machine hoses and drain.
- Do not worry about small amounts of water trapped in horizontal pipes. Add a small amount of glycol or antifreeze to water left in the toilet bowl, and the sink and bathtub traps.
- If your house is protected from groundwater by a sump pump, clear valuables from the basement floor in case of flooding.

After the power returns:

- Do not enter a flooded basement unless you are sure the power is disconnected.
- Do not use flooded appliances, electrical outlets, switch boxes or fuse-breaker panels until they have been checked and cleaned by a qualified electrician.
- Replace the furnace flue (if removed) and turn off the fuel to the standby heating unit.
- Switch on the main electric switch (before, check to ensure appliances, electric heaters, TVs, microwaves computers, etc. were unplugged to prevent damage from a power surge).
- Give the electrical system a chance to stabilize before reconnecting tools and appliances. Turn the heating-system thermostats up first, followed in a couple of minutes by reconnection of the fridge and freezer. Wait 10 to 15 minutes before reconnecting all other tools and appliances.
- Close the drain valve in the basement.
- Turn on the water supply. Close lowest valves/taps first and allow air to escape from upper taps.
- Make sure that the hot water heater is filled before turning on the power to it.
- Check food supplies in refrigerators, freezers and cupboards for signs of spoilage. If a freezer door has been kept closed, food should stay frozen 24 to 36 hours, depending on the temperature. When food begins to defrost (usually after two days), it should be cooked; otherwise it should be thrown out or composted.
- As a general precaution, keep a bag of ice cubes in the freezer. If you return home after a period of absence and the ice has melted and refrozen, there is a good chance that the food is spoiled. When in doubt, throw it out!
- Reset your clocks, automatic timers, and alarms.
- Restock your emergency kit so the supplies will be there when needed again.

For more information, visit <http://www.getprepared.gc.ca/cnt/rsrscs/pblctns/pwrtgs-wtd/pwrtgs-wtd-eng.pdf>

Tornado Fact Sheet

(content from www.getprepared.gc.ca)

Warning signs include:

- Severe thunderstorms, with frequent thunder and lightning
- An extremely dark sky, sometimes highlighted by green or yellow clouds
- A rumbling sound or a whistling sound.
- A funnel cloud at the rear base of a thundercloud, often behind a curtain of heavy rain or hail.

During a tornado

If you are in a house

- Go to the basement or take shelter in a small interior ground floor room such as a bathroom, closet or hallway.
- If you have no basement, protect yourself by taking shelter under a heavy table or desk.
- In all cases, stay away from windows, outside walls and doors.

If you live on a farm

- Livestock hear and sense impending tornadoes. If your family or home is at risk, the livestock will be a non-issue. If your personal safety is not an issue, you may only have time to open routes of escape for your livestock. Open the gate, if you must, and then exit the area in a tangent direction away from the expected path of the twister.

If you are in an office or apartment building

- Take shelter in an inner hallway or room, ideally in the basement or on the ground floor.
- Do not use the elevator.
- Stay away from windows.

If you are in a gymnasium, church or auditorium

- Large buildings with wide-span roofs may collapse if a tornado hits.
- If possible, find shelter in another building.
- If you are in one of these buildings and cannot leave, take cover under a sturdy structure such as a table or desk.

Avoid cars and mobile homes

- More than half of all deaths from tornadoes happen in mobile homes.
- Find shelter elsewhere, preferably in a building with a strong foundation.
- If no shelter is available, lie down in a ditch away from the car or mobile home. Beware of flooding from downpours and be prepared to move.

If you are driving

- If you spot a tornado in the distance go to the nearest solid shelter.
- If the tornado is close, get out of your car and take cover in a low-lying area, such as a ditch.

In all cases

- Get as close to the ground as possible, protect your head and watch for flying debris.
- Do not chase tornadoes - they are unpredictable and can change course abruptly.
- A tornado is deceptive. It may appear to be standing still but is, in fact, moving toward you.

For more information, visit <http://www.getprepared.gc.ca/cnt/rsrcls/pblctns/svrstrms-wtd/svrstrms-wtd-eng.pdf>

SHORT TERM

RENTAL OWNERS

are responsible for keeping
their guests informed of
applicable bylaws and
property standards
while vacationing in
Hastings Highlands



Help Guests to be a Good Neighbour
Tourism is a vital part of our community

A short term rental is defined as any
rental that is less than 30 days

For more information

please contact 613-338-2811 ext 200

- *burning restrictions
- *waste and recycling
- *noise and fireworks
- *travel trailers belong in campgrounds
- *save your septic



Hastings Highlands

Beautiful By Nature

NEW
Restricted Days
for use of
Fireworks

Noise and Fireworks Bylaw

BYLAW 2020-062



No person shall set off Consumer
Fireworks on any day during the year,
except on Fridays
and Saturdays
between dusk and 11:00 p.m.
from June 20th to

Thanksgiving Weekend Monday.

AND to include
New Year's Eve, Victoria Day,
Canada Day and Labour Day;
unless permitted by the Municipality

**Fines from
\$100 up to \$1000**

****No person shall set off any Fireworks when there
is a Fire Ban in effect or the Fire Danger Rating is
"High" or "Extreme", wherein no open-air burning is
permitted****



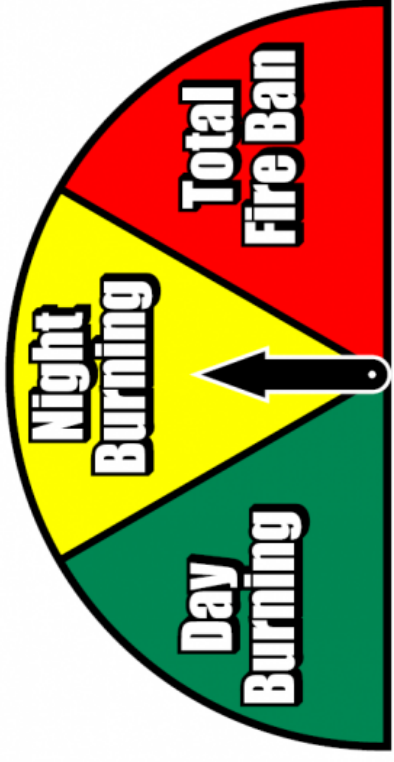
Hastings Highlands

Beautiful By Nature



Hastings Highlands

Seasonal Fire Restriction area



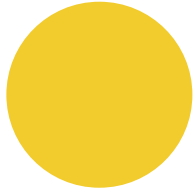
Daytime Burning Restrictions

**no Fires from 7am-7pm, April 1-October 31,
annually unless in a FULL FIRE BAN**

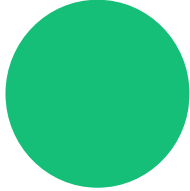
Fines Starting from \$485/hr

You are in Ontario's Fire Zone

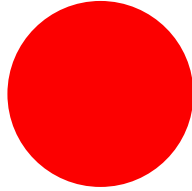
Seasonal Restrictions



Night Burning only **April 1-October 31**
(annually unless in a Total Fire Ban)



Day Burning allowed **November 1-March 31**
(annually)



TOTAL FIRE BAN

*checkout the **www.HastingsHighlands.ca**
Fire Meter to see if a Ban is in place*

find us!

33011 Hwy 62
Maynooth, ON, K0L2S0

www.hastingshighlandslibrary.ca

contact us!

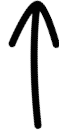
email
hhlplcurbside@gmail.com

phone
613-338-2262

hours

Tuesday - Thursday	10:00 a.m. - 6:00 p.m.
Friday - Saturday	10:00 a.m. - 3:00 p.m.
Sunday, Monday	Closed

*Download our
membership
form*



Find us on social!



welcome TO YOUR LIBRARY



hi!



Your Library Card

Get a library card free of charge if you:

- Live in or pay taxes in Hastings Highlands
- Are 13 and up. Parent/guardian must give permission for children under age 13.
- Provide photo ID and proof of address.

Borrowing

Regular Collection
3 weeks. 2 renewals.

Movies
7 days. 2 renewals.

Special Collections
3 weeks. No renewals.

New Books
7 days. 2 renewals.

TV Series
3 weeks. 2 renewals.

Provincial Park Passes
3 days regular, 1 week during non-peak months. No renewals.

Manage Your Account

Sign in to our online catalogue to manage your library account. Check due dates, renew books, and place holds.

Our Mission

To inspire connections.

Books & More

Our selection of reading materials has never been greater. Every age and reading ability is covered!

Adult Services

- Audiobooks, DVDs, large print
- Newspapers and magazines
- Book club and programs
- Borrow Provincial Park Pass

Children & Teen Services

- Audiobooks, DVDs, decodables
- Storytime & Toddler Groups
- Bi-weekly Homeschool Group
- Children's Book Club

Online Services

- E-Books, Audiobooks, Magazines (Libby)
- Stream movies and series (Kanopy)
- Book Recs with Novelist
- Ancestry (in-house only)

Other Services Available:

- Interlibrary Loan
- Public computers
- Printing & Photocopies
- Faxing & Scanning
- Test proctoring
- Meeting room rental
- Curbside delivery
- Coffee and tea
- Book sale

Library of Things

For when you're looking for more than just books.

Seed Exchange Library

Available in Spring. Offers a variety of vegetable, herb, and flower seeds.

Instrument Library

Small collection of instruments including guitars, ukuleles, kids violin, and more.

Nature Discovery Backpacks


Backpacks with binoculars, local plant identification guides, water testing kits, and more.

Rockhounding Kit

Adult rockhounding kit includes everything you need to get started. We also have a Kids Gems & Mineral Kit.

Message from the Bylaw Department

As the weather cools and winter approaches, the Municipality of Hastings Highlands Bylaw Enforcement Department would like to remind all residents, visitors, and property owners of a few important regulations that help keep our community safe, accessible, and enjoyable during the colder months.

 **Winter Parking Restrictions:** To allow for safe and effective snow removal, overnight parking is prohibited on all Municipal roads between midnight and 7:00 a.m from October 15th to April 15th of each year.

Avoid Penalties and Fines: Vehicles interfering with snow clearing operations may be fined or issued a monetary penalty or possibly towed at the owner's expense.

Keep vehicles off road shoulders during snow events and clean-up periods.



Snow and Ice – Keep It Off the Roads!

It is prohibited to push, plow, or blow snow from private property onto municipal roads, sidewalks, or right-of-ways.

This practice is unsafe and:

- Obstructs road visibility
- Increases hazards for drivers and pedestrians
- Slows municipal snow removal services

Let's all do our part to keep roads clear and safe. ❄️ ❄️ ❄️ ❄️ ❄️ ❄️ ❄️ ❄️ ❄️ ❄️

🔥 Open-Air Burning - Fall and Winter Reminders

Annual Open-Air Burning Restrictions

November 1 to March 31 - **Day and Night Burning** is permitted.

April 1 to October 31 - **Night Burning Only** is permitted.

The **Open-Air Fire Bylaw (2020-047)** governs open burning in the Municipality of Hastings Highlands and closely parallels the **Forest Fire Prevention Act**.

Key Reminders:

Always check local fire bans or burning advisories before lighting any fire.

Never leave a fire unattended, and ensure it's fully extinguished before leaving the site.



In this issue

Message from the Bylaw Dept. **P.1**

Winter Parking Restrictions **P.1**

Fall and Winter Fire Restrictions **P.1**

Property Standards and Waste **P.1**

Dog Regulations and Dog Etiquette **P.1**

Customer Service Request (CSR) **P.2**

Preparing for the Colder Weather **P.2**

Snow Removal **P.2**

Winter Parking **P.2**

🗑️ Property Standards & Waste Management

As we move into fall and winter, property upkeep remains important.

Bylaw Reminders:

Keep properties free of excessive debris, waste, or abandoned vehicles.

Store garbage securely and use bear-resistant containers where applicable.

Regularly clear snow and ice from private walkways and entrances.



🐾 Dog Regulations & Pet Etiquette

Winter Tips:

Clean up after your pets, even in the snow. Waste does not “disappear” and can affect water quality and public health.

Keep pets leashed and under control in public spaces.



📞 Have a question or concern?

Please use our **Online Customer Service Request (CSR)** platform available on the municipal website at www.hastingshighlands.ca to submit all inquiries and complaints. If you're unable to complete the form online, you may submit a paper version at the main office in Maynooth.

We handle bylaw complaints fairly, confidentially, and in the order they are received. Thank you for helping us keep our community safe and enjoyable for everyone!



Preparing for Colder Weather

🌸 Thank You for Being a Responsible Resident!

Together, we can keep Hastings Highlands safe, clean, and beautiful through the fall leaves and winter snow. Your cooperation makes a difference!

Stay safe, stay warm, and enjoy the seasons ahead.

— Municipality of Hastings Highlands – Bylaw Enforcement Team

Closing Up the Cottage?

🏠 Vacant Buildings & Cottages – Seasonal Property Reminder

Heading south for the winter or closing up the cottage for the season?

If your home or cottage will be vacant for an extended period, it's important to take proactive steps to protect your property and remain in compliance with municipal bylaws.

🔒 Secure and Winterize

Lock all doors and windows and ensure all points of entry are secure to deter break-ins or unauthorized access.

Shut off water lines or drain pipes to prevent freezing and burst pipes.

Check that your **roof, gutters, and eavestroughs** are in good condition to handle snow load and melting runoff.

Remove any perishable items and unplug unnecessary appliances to reduce fire risk or damage due to power surges.



Even when unoccupied, your property must still comply with municipal bylaws, including:

Snow and ice removal from sidewalks, driveways and entrances. Unmaintained driveways and entrances can become dangerously inaccessible and may delay emergency response.

Maintaining the exterior (e.g., no broken windows, falling gutters, or visible deterioration).

Keeping the yard tidy—no accumulation of garbage, debris, or overgrown brush. Neglected properties may be subject to enforcement actions, fines, or orders to comply.

Taking these steps not only protects your property—it also contributes to the safety and appearance of the entire community during the quieter winter months.

Snow & Ice Removal – Do Your Part to Keep Our Roads and Community Safe

Whether you're a year-round resident or a seasonal cottage owner, winter property maintenance is not optional—it's a responsibility. In North Hastings, heavy snowfall and icy conditions are common, and failure to maintain your property creates serious safety hazards for others.

You Are Responsible for Snow and Ice Removal

Property owners must clear snow and ice from:

- ❄ Sidewalks adjacent to their property (where applicable),
- ❄ Driveways and private laneways,
- ❄ Entrances and walkways.

Failure to maintain safe access may result in bylaw enforcement action and poses a risk to pedestrians, emergency services, and delivery drivers.

If you only visit your cottage occasionally during the winter, it is your responsibility to arrange snow removal in advance.

Winter Parking: Parking on municipal roads or shoulders during the winter **is strictly prohibited**. Even temporary parking:

- ❄ Blocks snowplows,
 - ❄ Prevents proper road clearing,
 - ❄ Creates hazardous driving conditions.
- If your vehicle obstructs snow removal efforts, it may be ticketed or towed without warning.

This is necessary to ensure roads remain safe and passable for all residents, emergency services, and public works crews. We all have a role to play in keeping North Hastings safe during the winter months.

Please take this responsibility seriously.





Hastings Highlands

Beautiful By Nature

Building and Construction

The Council for the Municipality of Hastings Highlands, property owners, developers, planners and the public play an important role in shaping a community.

The Municipality makes local planning decisions that will determine the future of communities and approves building permits to protect the interests of both individuals and the community as a whole.

The Planning Department provides advice, reviews applications, and makes recommendations to Council for planning applications and matters in accordance with Ontario's *Planning Act*.

The Building Department reviews and approves building permit applications to ensure buildings comply with the Ontario Building Code, the Comprehensive Zoning Bylaw, and other applicable legislation.

An overview of changes to the 2024 Ontario Building Code can be found at www.hastingshighlands.ca/media/azadxbec/2024-ontario-building-code-updates.pdf

Building Services

A building permit is your formal permission to begin construction or demolition. It means that the Municipality of Hastings Highlands has reviewed the plans for any proposed structure, addition or renovation for compliance with the Ontario Building Code, Zoning By-laws, and other Applicable laws and regulations.

The **Chief Building Official** is available, **by appointment**, to meet at the Maynooth Municipal Office between the following times:

Tuesdays - 10 AM to noon or ***Thursdays*** - 10 AM to noon

Please contact the **Chief Building Official** for an appointment and availability at:
613-338-2811 Ext. 255

Steps to Apply for a Building Permit

STEP 1

**Entrance Permit and
Civic 911 Numbers**



STEP 2

**Consult with the
Planning Department**



STEP 3

**Apply for a Building
Permit**



Apply for a Building Permit

Make sure that you have completed **STEP 1 - Entrance Permit and 911 Number** and **STEP 2 - Planning Pre-Consultation** before you apply for a **Building Permit** (STEP 3)

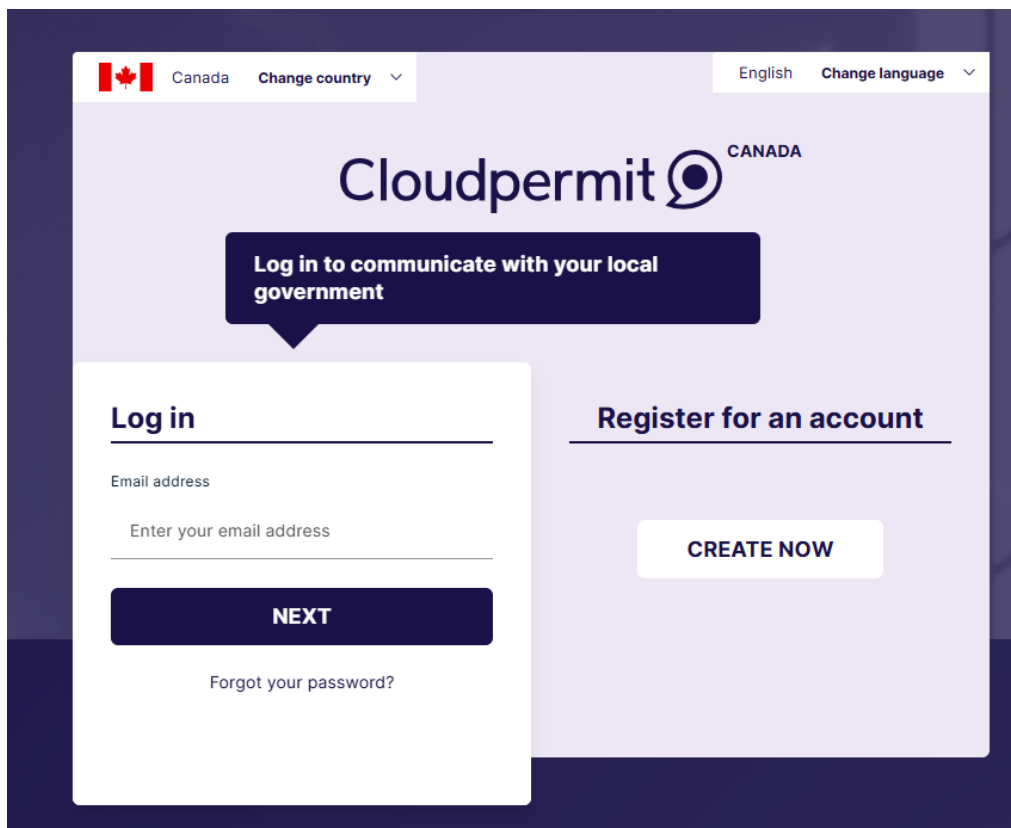
Homeowners may design their own home and accessory buildings, however, if you have no experience in construction or working with the Ontario Building Code, we recommend you consult/commission a design professional.

As of January 1 2025, The Municipality of Hastings Highlands has moved to a new online permitting system, Cloud Permit.

To submit a permit, you must first create an account. Once an account is created you will be able to apply for permits fully online.

Visit <https://ca.cloudpermit.com> to create an account and submit your permit.

Please contact the Building Department with your questions on demolition, construction and sewage disposal systems (septics).



The Cloudpermit building permit system allows you to apply for and to see the status of your application anywhere, at any time. You can start an application and finish it later, and receive email updates on the status of your permit application.

Need Help?

To get started with **Cloudpermit**, you need to Create an Account.

Note you will need an email address to use the system.

To Create an Account:

1. Go to the Cloudpermit site at **<https://ca.cloudpermit.com>**
2. Click on "Create a New Account" found under the "continue" arrow.
3. Provide your email address.
4. Evolve will send an email to the address you have provided.
5. Open the email and complete the registration process. The next time you visit the site, you'll login using your email and password.
6. View the video for tips on how to complete your building permit application using Cloudpermit

<https://support.cloudpermit.com/support/solutions/articles/67000710153-how-to-submit-an-application>



SEPTIC Do's and Don'ts

If you take good care of your system, you will save yourself the time, money and worries involved in replacing a failed system. Failed systems can be hazardous to the environment and your pocketbook. It can degrade water supplies and reduce your property value.

Here are some valuable tips to ensure the longevity of your system:

DO	DON'T
do familiarize yourself with the location of your system	don't flush hazardous chemicals, paint, cigarette butts or sanitary products
do keep an "as built" system diagram in a safe place for reference	don't use a garbage disposal or garburator
do divert surface water away from your leaching bed	don't plant trees or shrubs too close to the system or leaching bed
do pump out your tank on a regular basis (3-5 years)	don't dig without knowing the location of your septic system
do repair leaky plumbing fixtures	don't drive over your tank or leaching bed
do conserve water to reduce the amount of wastewater that must be treated	don't enter a tank - gases and lack of oxygen can be fatal
do replace old toilets with low-flush models	don't connect rain gutters, storm drains or allow surface water to drain into a sewage system
do keep lint out of your septic system by cleaning the lint filter on your washing machine	don't leave interior faucets on to protect water lines during cold spells — insulate your faucets and plumbing.
do keep the tank access lid secure to the riser all the time	don't connect water softeners to your system, as the salt content can destroy the bacteria required and can overload the system when backwashing
do keep accurate records of septic system maintenance and service calls	

For more information on septic systems and their care please visit our web site www.oowa.org

RESILIENT SHORELANDS

The **Littoral Zone** extends from the water's edge to where sunlight no longer penetrates to the bottom of the water. This is where docks are built and people swim. However, we share this area with an incredible array of biodiversity as up to 90% of lake species (e.g., pike, ducks, otters and turtles) are born, raised, fed, or live in the littoral zone.

The **Shoreline** is the edge where the land and water meet. The mix of plants, shrubs, and trees form an intricate web of roots, foliage, and fallen limbs that hold the waterfront together and fend off erosion from wind, rain, boat wakes and ice.

The **Riparian Zone**, also known as the Ribbon of Life, extends inland from the shoreline for at least 15 metres and may be flooded during high water periods. It is a natural buffer protecting the shoreline, water quality, and natural habitat both on land and in the water. It is made up of trees, shrubs and grasses that absorb excess nutrients (e.g., fertilizers) and pollutants (e.g., seepage from septic systems, oil, gas and pesticides) before they can contaminate the water.

The **Upland Zone** is a drier forested area with better drainage compared to the riparian zone. The deep roots of trees stabilize the slope, the foliage buffers the effects of wind, the canopy cools its surroundings, and plants provide habitat for deer, birds, porcupines, grouse, rabbits, and many other creatures.

Upland

Riparian

Shoreline

Littoral

Supported by:
Janet Taylor
Mark Snider
Glenn Tunnock
Mary Rae





YOUR SHORE: A NATURAL WONDER

For many cottagers and other waterfront residents, the quiet spot by the lake is a little bit of paradise where we can relax, play, and enjoy being closer to nature. But it's a special place for another reason too. The zone where the water meets the land is the richest natural environment most of

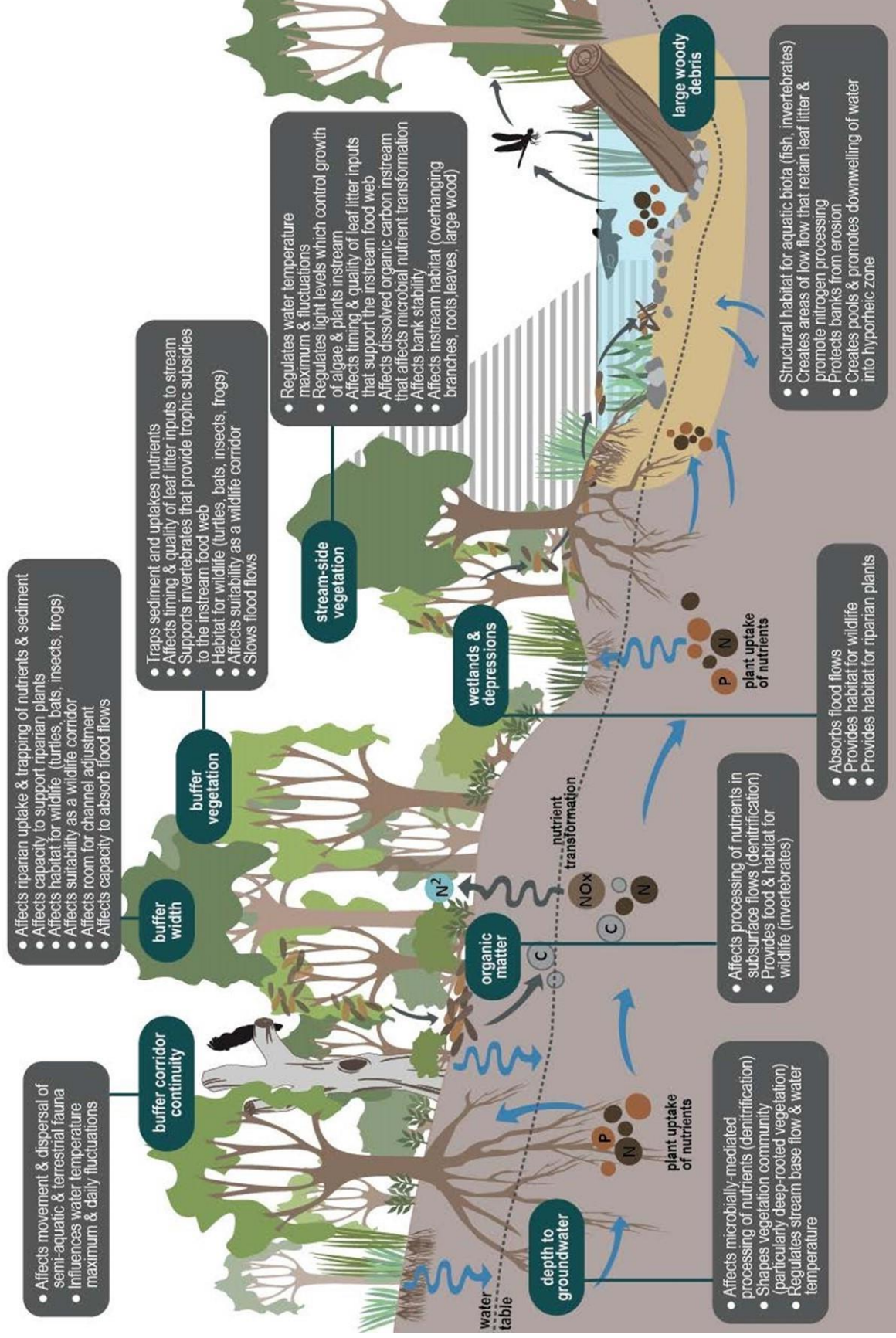
us will ever come into contact with, and almost certainly the most complex piece of the earth we'll have the opportunity to live near and share. Equally important, the waterfront is crucial to your lake's health, acting as lungs, doormat, cafeteria, and daycare for the lake, as well as a living retaining wall for the shore.



When a natural shoreline is altered, often by well-intentioned projects meant to improve waterfront living, that intricate balance between the creatures, plants, and earth is toppled. Call it the "domino effect." A typical scenario goes like this: After smashing the piggy bank to pay for a cottage lot, the new owners want to enjoy that priceless view of the water (and who wouldn't?). So they gather the extended family for a weekend logging bee and clear out the thicket of plants, shrubs, and trees lining the shore. But once the trees and shrubs are gone, the soil their roots held in place begins to erode. Now the cottager family spends uneasy weekends watching their frontage become lakefill. Worried about the erosion of their property and investment, they forego renovations to their city home and use the cash to build a break-wall. In a few years, the wall, undermined by the constant pounding of the waves, begins to list or crack. This time,

the owners dip into the kids' university fund to underwrite a new series of repairs. What began as a bid to see the lake turns into a grudge match between the cottagers and the waterfront – and both sides are taking a beating.

Why not declare a truce and weave your cottage needs into the natural shore? This booklet will show you how to protect and nurture the qualities that make it such a special location. Because much of our waterfront is no longer in a natural state, however, it also offers cottagers and other landowners constructive solutions for restoring an altered shoreline to its former health and beauty. *The Shore Primer* is the second in a series of booklets on waterfront stewardship published by Cottage Life in association with Fisheries and Oceans Canada. It, in combination with *The Dock Primer* (see p. 22), can help you become a better caretaker of your own little piece of paradise.



A Regulatory Guide to Achieving Environmental Net Gain at the Waterfront



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This document was produced and reviewed by the Planning For Our Shorelands program steering committee:

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Cataraqui
conservation



The Land
Between

Cottage Country's
Conservation Organization

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Federation of Ontario Cottagers' Associations



Watersheds
CANADA

The Planning For Our Shorelands program presents webinars and best practices resources to address common and very complex problems facing waterfront communities today by promoting an ecosystem-based approach in land use decision-making. By restoring shoreland vegetation, creating opportunities for environmental net gains, and promoting sustainable development practices, Planning for our Shorelands highlights natural climate solutions as holistic and resilient solutions to these common waterfront challenges. This program is led by Watersheds Canada, a national charitable organization (863555223RR0001): <https://watersheds.ca/>

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MEIGHEN FOUNDATION

Definition: Environmental Net Gain is an approach to ensure that (re)development leaves the natural environment in a measurably improved state compared to prior conditions.

Currently, very few municipalities mention Environmental Net Gain in their existing policies around waterfront development proposals. A more common requirement is to demonstrate that “no adverse effects” or “no negative impacts” will result from the proposed development, often demonstrated through an Environmental Impact Study. However, analyzing the net loss resulting from a single development proposal is difficult to determine because it does not consider the cumulative effects of development surrounding a waterbody and therefore is not a reliable gauge for sustainable development.

Instead, Environmental Net Gain emphasizes actions that can be made on any property to improve the natural environment (namely the shoreline and lake) as a result of the development plan. This includes properties where the existing development no longer meets the legal standards of the municipality (e.g., legally non-complying buildings and structures).

Environmental Net Gain Policies

Environmental Net Gain should be consistently highlighted throughout all policy documents, including the Official Plan, Zoning By-law, Site Alteration By-law, and Site Plan Control By-law, to address situations where development cannot avoid occurring within the regulated setback and to protect the ecological function of the land and adjacent water.

Examples of Environmental Net Gain Provisions

Innisfil Community Planning Permit By-law: “If a proposal does not achieve the requirements of Section 5.5.2(a), an overall net gain of shoreline vegetation shall be required.” (s 5.5.2.2.)

Lake of Bays Development Permit By-law: “If a proposal does not achieve the requirements of Sections 4.73 to 4.75, a Category 2 Council Variation Development Permit is required, and an overall net gain of shoreline vegetation shall be required.” (s 4.77)

Rideau Lakes Site Plan Control Enforcement and Vegetated Shoreline Buffer Policy: “Natural shoreline buffers are often required as a result of a development application. When development occurs in and around sensitive natural areas a negative impact on the lake or river is anticipated. One of the easiest ways to offset this impact is to establish a natural shoreline buffer along your waterfront. This environmental ‘net gain’ allows landowners to complete their development project while ensuring environmental integrity is maintained.” (pg. 5)

Muskoka Lakes Official Plan: “The role of natural vegetated shorelines in buffering waterbodies from erosion, siltation and nutrient migration adjacent to the sensitive littoral zone is critical to the protection of water quality. Preservation and restoration, where appropriate, of shoreline buffers is therefore required. The frontage of a lot will be maintained in a natural state to a target depth of 15 metres (50 feet) from the shoreline where new lots are being created and where vacant lots are being developed. Where lots are already developed and further development or redevelopment is proposed, these targets should be achieved to the extent feasible. Where these targets cannot be met, a net improvement over the existing situation is required.” (s 6.5)

Using Environmental Net Gain

Implementing Environmental Net Gain

1. Ensure that Environmental Net Gain is clearly outlined in the Official Plan (OP), Zoning By-law (ZBL), and other relevant policies (see examples on previous page).
2. Upon receiving a development proposal, ensure the OP & ZBL standards can be met.
3. If standards cannot be met due to existing constraints, require an environmental net gain on the property as a condition for development to occur.
4. Follow up with the property to ensure environmental net gains are implemented and maintained.

If a site assessment determines that a development proposal cannot meet the Official Plan and Zoning standards due to site constraints, Environmental Net Gain may be a condition to allow development to proceed. Some examples of how to achieve this could include:

- ☐ Restoring and maintaining 75% of shoreline frontage with native vegetation. Emphasize planting the shoreline but they may also be planted along the side lot lines, or in front of the main dwelling, septic system, and other hardened areas.
- ☐ Maximizing building setback.
- ☐ Improving stormwater management methods (e.g., diverting water away from the waterbody and into a rain garden).
- ☐ Allowing one access point to the water through a winding narrow pathway made of porous materials (e.g., coarse gravel).
- ☐ Encouraging floating, pipe, or cantilevered docks to mitigate risk of erosion and destruction of fish spawning areas.
- ☐ Limiting dock size.
- ☐ Upgrading sewage disposal systems and moving them back at least 30 metres from the shoreline.
- ☐ Establishing "No Mow Zones".

No Mow Zones

Some site conditions may be unsuitable for planting due to their existing conditions such as shallow soil levels or rocky areas. In these cases, a "no mow zone" may be a suitable alternative to plantings. The area that is designated a "no mow zone" is to be left in its current condition, without any mowing, landscaping, or disturbances to allow the area to return to its natural state.

Note: Invasive species, which can appear in "no mow zones" and other vegetated areas, can prevent native plants from colonizing the area. It is recommended that invasive species are addressed prior to designating a "no mow zone" and the area's conditions are frequently monitored to ensure native species thrive.

As many of the above listed items as possible should be included in waterfront development applications to maximize the Environmental Net Gain on the property and ensure incremental improvements to protect the waterbody, hold the shoreline together, mitigate flood risks, provide wildlife habitat, and improve the overall natural aesthetic.

On the next pages are two resources to help a municipal planner with the review of waterfront development applications to identify suitable conditions to approve that would help achieve an Environmental Net Gain.

LAKEFRONT



ENVIRONMENTAL NET GAIN



There are many things to consider when evaluating a waterfront redevelopment application. Below are recommended best practices for allowing development to proceed while taking steps to protect the natural environment and resilience of a waterfront property.

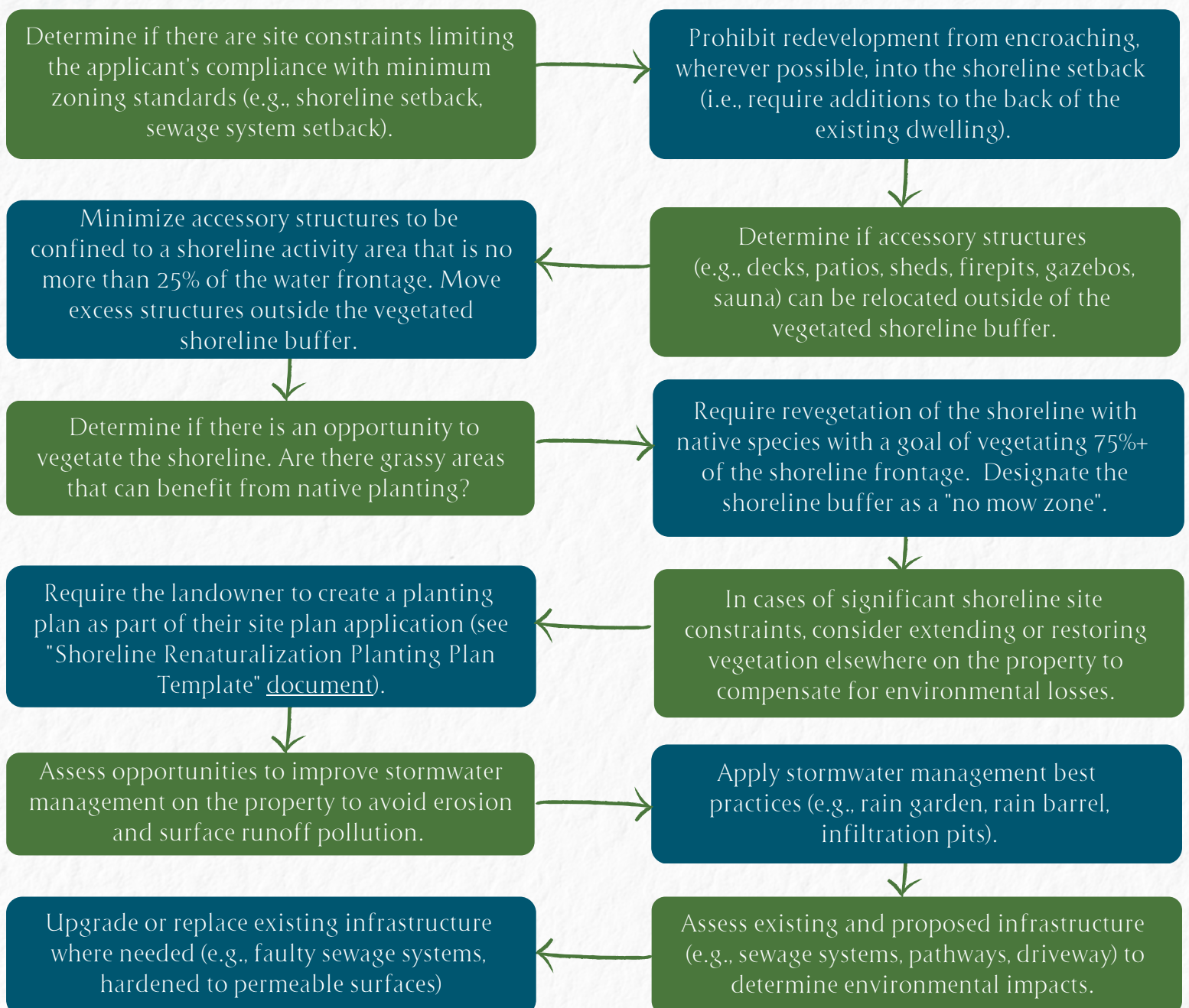


Recommended Actions for Waterfront Redevelopment Applications

This evaluation guide is to help municipal decision-makers assess redevelopment proposals through the lens of environmental sustainability. This document identifies opportunities for Environmental Net Gains over existing conditions in site plan control applications.

Note: Redevelopment is defined as an expansion to an existing structure or a rebuild of over 50% of the existing structure.

 Consideration
 Recommendation





PLANNING FOR OUR
SHORELANDS

For more information, contact:

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Watersheds
C A N A D A

Watersheds Canada is a federally incorporated non-profit organization and registered Canadian charity (863555223RR0001). We are committed to providing programs in communities across the country to engage and help shoreline owners, students, and community groups enhance and protect the health of their lakes, rivers, and shorelines.

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