



# 2024 ANNUAL REPORT



THE CORPORATION OF THE  
TOWNSHIP OF HAMILTON

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# MESSAGE FROM OUR CAO

*ARTHUR ANDERSON*

I am pleased to present the 2024 Annual Report, which represents an important update on the Township of Hamilton's progress toward achieving the goals outlined in our Strategic Plan. This year has been one of significant growth and accomplishment, as we have worked together to address the evolving needs of our community.

Our dedicated teams, including our Department Heads, Council, staff and volunteers, have made great strides in implementing key initiatives that enhance the quality of life for our residents. Through collaboration and a shared commitment to our goals, we have successfully navigated challenges and achieved meaningful results.

Among the many accomplishments this year, we have seen improvements in infrastructure, expanded community services, and innovative programs that support the well-being of our residents. We have also focused on enhancing our environmental sustainability efforts, investing in projects that contribute to a greener future for Hamilton Township.

The involvement of our residents has been a key factor in these achievements. Feedback, through surveys and community consultations, has shaped our decisions and strengthened our efforts. This commitment to transparency and engagement ensures that we are meeting the needs of our community while remaining aligned with the values and priorities that matter most to you.

As we look ahead, we remain focused on building a strong foundation for the future, one that supports continued growth, fosters inclusivity, and ensures that Hamilton Township remains a vibrant, welcoming place to live.

Thank you for your continued support as we work together to shape a bright future for all.



# TOWNSHIP OF HAMILTON COMMUNITY PROFILE



## POPULATION METRICS

**11,000**

Population

**1.1%**

Increase from 2016

**MALE**

**51%**



**FEMALE**

**49%**



**CHILDREN**  
**28%**

**2.6%**

IDENTIFY AS  
INDIGENOUS

**3.5%**

VISIBLE  
MINORITY

The Township of Hamilton is a rural municipality, a picturesque tapestry of natural beauty and community spirit. Established in 1850, the Township of Hamilton is nestled between Lake Ontario to the south and the tranquil waters of Rice Lake to the north. Featuring 8 charming hamlets - Baltimore, Bewdley, Camborne, Cold Springs, Precious Corners, Plainville, Gore's Landing, and Harwood - each with its own unique character, and with a combined population of approximately 11,000. The rolling hills of Northumberland provide a backdrop to the Township's vibrant patchwork of farms and diverse wildlife inhabiting the wetlands and Oak Ridges Moraine.

The southern portion of the Township contains the largest population base and is the hub for most commercial and industrial activities, while the northern region blends agricultural and residential areas with a variety of tourism resorts. Bewdley stands out as a haven for anglers, offering some of the finest fishing experiences in Southern Ontario. The Township surrounds the Town of Cobourg to the south, borders the Municipality of Port Hope to the west, and is adjacent to the Township of Alnwick Haldimand to the east. Covering an area of 256.08 km<sup>2</sup> (98.87 sq mi) with a population density of 42.7/km<sup>2</sup> (111/sq mi), the Township is intersected by major transportation arteries, including the Canadian Pacific Railroad, Canadian National Railroad, and Highway 401. Whether it's the call of the countryside or the allure of the lakes, the Township of Hamilton is a testament to the enduring charm of rural Ontario.

**By land and water,  
we flourish.**

The motto is an expression of the Township's history and ongoing character.



# HAMLETS AND VILLAGES



BEWDLEY



GORES LANDING



HARWOOD



PLAINVILLE



COLD SPRINGS



PRECIOUS CORNERS



CAMBORNE



BALTIMORE

OUR  
COMMUNITY

# PROPERTIES IN NUMBERS 2024



**Fig 1:** A snapshot of the Township of Hamilton properties for every 100 properties.

5456

## TOTAL PROPERTIES

 4555 RESIDENTIAL •  730 FARMS

 82 COMMERCIAL

★ 54 SPECIAL/EXEMPT •  34 INDUSTRIAL



# 2024+ SNAPSHOT



125 meetings  
supported



22.3 km of road  
repairs



140 building  
permits issued



52k Township  
website views



97 new email  
subscribers



1800 social  
media followers



2500 library card  
holders



290 building  
inspections



10+ new fire  
recruits



3 staff positions  
filled



300 emergency  
response activations



7 marriage  
licenses issued



13 consent  
applications



150 library  
programs offered



87 indoor turf  
birthday parties



1599 service  
requests completed



953 campers  
registered



8 staff training  
events



113 hours of booked ice  
time at both recreation  
centres



facility rentals

# WORK FORCE



## TOP THREE INDUSTRIES

TOTAL ELIGIBLE WORKFORCE  
**9,500**

AVERAGE HOUSEHOLD INCOME  
**\$106,000**

THOSE WITH COLLEGE DIPLOMAS,  
BACHELOR DEGREES, OR MORE  
**54.5%**

THOSE WITH APPRENTICESHIP OR  
TRADES CERTIFICATES  
**10%**

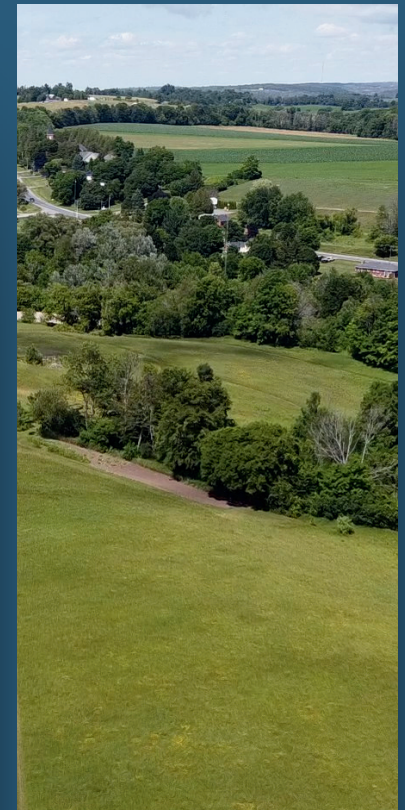
### SMALL BUSINESS



### TOURISM



### AGRICULTURE





# OUR COUNCIL



The Township of Hamilton is a lower-tier municipality within the County of Northumberland.

Serving over 11,000 residents, the Township is responsible for providing key services such as local government administration, roads infrastructure construction and maintenance, drinking water supply to the Creighton Heights and Camborne communities, emergency services, policing, and recreational facilities and parks.

The Township of Hamilton's Municipal Council consists of the Mayor, Deputy Mayor, and three councillors-at-large. Our current members of Council have over 50 years of combined political experience.

Council is the ultimate authority, subject to provincial law, for all actions taken on behalf of the municipality and that it exercises both executive and legislative responsibilities. The Municipal Act 2001, section 224, describes the roles of Council:

- a) to represent the public and to consider the well-being and interests of the municipality;
- b) to develop and evaluate the policies and programs of the municipality;
- c) to determine which services the municipality provides;
- d) to ensure that administrative practices and procedures and controllership policies, practices, and procedures are in place to implement the decisions of Council; and
- e) to ensure the accountability and transparency of the operations of the municipality.

# OUR STRATEGIC PLAN 2023 - 2026

The purpose of a Strategic Plan is to guide the decisions and actions of Council and the municipal administration in a way that will shape the direction of our community and be attuned to the needs of the Township's residents and businesses. It looks at the overall goals of our community and the strategies necessary to achieve these goals, including the allocation of the human, physical or financial resource of the Township. The Township of Hamilton is committed to our vision, mission, resources, and values as identified in the Township Strategic Plan.

## A Roadmap for Our Future

At the June 20, 2023 Council Meeting, Council adopted the 2023-2026 Strategic Plan. The current Strategic Plan will have a major influence on the Township's 2025 Budget. Given the nature of a strategic plan, we have set the overall direction and will bring projects and initiatives forward that meet the plan. We have already identified many of the initiatives that we will be pursuing during the life of this plan, depending upon resources and timing of projects, including weather, lifecycle/replacement of existing assets, etc. We also recognize that the plan may have to be refined and updated should events or assumptions change. We are confident that the vision, mission, values, and priorities in this plan will help guide the Township's budget.



**PEOPLE**



**COMMUNITY**



**EFFECTIVE  
GOVERNANCE**



**ENVIRONMENT**



**DEVELOPMENT**



# VISION, MISSION, & VALUES

Together, our vision, mission, and values provide direction and focus for The Corporation of the Township of Hamilton and the future of our community.

## VISION

Making life better everyday by creating a vibrant and sustainable township we are all proud to call home.

## MISSION

To provide effective and efficient services delivered through accountability and respect to promote the social, economic and environmental priorities of our community.

### ACCOUNTABILITY AND TRANSPARENCY

We stand behind our commitments and recommendations and deliver on our priorities.



### RESPECT

We value other's opinions and insights and act professionally in our interactions with each other and the public.



### SERVICE FOCUSED

We maintain a positive attitude and are willing to assist and provide the best services possible to Council, our colleagues and the public.



### INCLUSIVE

We bring together people with different background, perspectives, and experiences to improve creativity and decision-making and to better represent and serve our growing community.



### TEAMWORK

We work together to achieve the highest standard of performance.





# 2024 KEY ACCOMPLISHMENTS

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The following sections highlight the key accomplishments achieved under each strategic priority in 2024. For a comprehensive list of all accomplishments by Department, refer to the 2024 Budget package.



# OUR PRIORITIES: PEOPLE

- Spearheaded workforce and culture improvement initiatives to position the Township as an employer of choice, with ongoing implementation of Betterworks, our tool for employee performance and engagement.
- Continual support for Council and volunteers through the administration of Council and committee meetings.
- Ensure training opportunities at all levels are being achieved across the organization using various methods including educational programs such as the Guardian Training Network.
- Implemented the Council Chambers Renovation to remove barriers for persons with disabilities through the Enabling Accessibility Grant.
- Reviewed and developed a new staff performance management process.
- Developed and implemented a staff training plan, outlining required training for each position, and ensured staff are up to date on mandatory training requirements.
- Successfully hired for the part-time Administrative Assistant and Lead Hand – Water Operation approved during 2024 Budget deliberation.



- Provided ongoing corporate communications support through enhanced social media and local media presence.
- Completion of Multi-Year Accessibility Plan with support of the Accessibility Advisory Committee.
- Corporate Services support and administration of IT projects.
- Reviewed and updated all job descriptions and completed the Pay-Equity Review.
- Fire Department staff completed over 100 hours of practical training in house, as well as attending conferences, seminars and outside training events.



# OUR PRIORITIES: COMMUNITY

- Promoted and pursued Economic Development for the Township – including promoting the Township in community-oriented publications, servicing discussion with owners, land development opportunities, among others. Contacted County of Northumberland Tourism to ensure local business are identified and promoted. Participated in Rural Economic Development Summit.
- Collaborated with staff to deliver key operational improvements to the organization to capitalize on investment and efficiency investments – including first phase of modernizing the Council Chamber to ensure meetings can be run seamlessly and effectively for accessible on site and hybrid meetings in the future.
- Second Annual successful Community Recognition Awards Event and Program to support Council's objectives to honour outstanding residents and volunteers within our community.
- Prioritized an organization-wide commitment to customer service, improving our outreach through social media, website and surveys, and clearing service requests submitted to the Township.
- Staff were successful in obtaining a Trillium Grant for the purchase of a new accessible playground at Laurel Park. This playground was installed in July of 2024 and the Grand Opening was celebrated with MPP Piccini in August.
- Provided a dedicated Library service once-per-week as part of the Summer Camps offered in Baltimore by the Township.
- Staff purchased a new 2024 pickup truck with a dumpbox insert for the Parks and Facilities. This vehicle is housed out of the Bewdley Community Centre and used for towing lawnmowers on trailers to the various parks to cut grass and the dumpbox is required for cleaning weeds out of the Harwood Waterfront.



- Collaborated with colleague municipalities to ensure ongoing discussions on issues of mutual interest – Economic Development, High Speed Internet, among others.
- Communications Plan drafted with input from community stakeholders, and Township departments.
- Worked with neighbouring fire departments to our Municipal borders to continue creating Automatic Aid agreements to provide emergency response to our residents on the fastest and most efficient manner.
- Program staff was successful with a 9-week summer day camp program operated out of the Baltimore Recreation Centre. These camps included specialty camps with the Fire Dept and a Chefs Camp. All camps included games and activities including weekly visits from the Cobourg Library.
- Control Panel replacement project has begun at Creighton Heights water plant and is ongoing.
- The library provides access to local history resources, adding resources with a focus on information specific to the Township as they become available.





# OUR PRIORITIES: EFFECTIVE GOVERNANCE

- Provided Council with ongoing guidance, advice and support on overall direction of the municipality – through over 125 meetings, including several Council education initiatives, presentations and various discussions and memos during the year.
- Provided leadership to Senior Management Team and the Management Team through regular meetings, one on ones and through the active alignment and monitoring of 2024 Priorities, Budget and Projects.
- Held regular meetings with leadership staff and organization-wide meetings and gatherings with all staff to update on major initiatives and activities in the organization.
- Completed a thorough review of existing policies and procedures, led by HR to develop a policy framework to streamline and provide improved effective and efficient governance, updating 50% of existing policies and regulations, including Health and Safety organizational policies.
- Pursued installation of high-speed internet connections at several facilities to improve productivity, reliability and accuracy of our systems.
- Received the Government Finance Officers Association's (GFOA's) Distinguished Budget Presentation Award for the 2023 and 2024 Budget packages.



- Continued regulation of Bethel Grove United Church Cemetery and developed processes according to legislation.
- Updated and implemented a new framework for all HR policies.
- Implemented HR process maps to ensure consistency.
- Worked with staff and Council to obtain a timely, approved Budget that met the needs of the organization in 2024 and managed costs and expenditures throughout the year.
- Procurement of a new website for 2025 implementation to improve user experience and functionality.
- Implemented Policy & Procedure Framework including establishing annual review of departmental policies, including those required under s 270 of the Municipal Act.
- Staff continue to improve our Public GIS portal and with the help of Northumberland County, several enhancements were made including a brand new street view option.





# OUR PRIORITIES: ENVIRONMENT

- Received 100% rating for both Camborne and Creighton Heights Water Treatment Systems Annual Ministry of Environment Inspections.
- Application to the Provincial Fire Protection Grant focusing on cancer prevention for Firefighters.
- Creighton Heights Raw Water Quality Pilot Study is ongoing with Walkerton Clean Water Centre Staff and is showing good preliminary results in the removal of naturally occurring ammonia. By removing the naturally occurring ammonia upstream of the disinfection process, we will improve aesthetic quality of the drinking water.
- A new encapsulator water additive was placed into service that does not contain PFAS and PFOS.



- Final report of the Stormwater Master Plan was received for the Baltimore Area.
- Completed Phase 1 of Stormwater Network Assessment.
- Addition of new puzzle collection through Library Services expanding environmentally friendly leisure activities for residents.
- Continued to provide programming tailored to the communities each Library branch is housed within.
- Heating system was replaced in the bay area of Station #2 Baltimore.
- Five new water service connections have been made for homes whose wells have failed.





# OUR PRIORITIES: DEVELOPMENT

- The Municipality's Strategic Plan has outlined the goal of updating and modernizing the Official Land Use Plan, Zoning By-law, and related policies. In 2024, staff completed an official plan amendment which will incorporate alternative notice provisions for Planning Act applications into the Township Official Plan.
- Staff understands the strategic goal of adopting technology to streamline processes and reviewed alternatives for planning application submission including web-based application submissions. Staff successfully launched the Cloudpermit planning module internally for all 2024 minor variance applications.
- Staff brought forward a major Housekeeping Zoning By-law Amendment with a Public Meeting in October and adoption in December.
- The Building Department completed all inspections and plan review well within the regulated timeframes for all proposed development.



- Partnering with the other 6 fire services in Northumberland County we are working on the final stages of our radio communications transitioning to a digital system.
- Tested our Tanker Shuttle Accreditation ensuring an industrial rating of 657 gallons per minutes/2987 litres per minutes. This accreditation provides assurance that adequate water can be brought to a fire incident from an alternate water supply other than a fire hydrant on a Municipal Water System.
- Hydrant testing completed to identify the flow ratings as per NFPA standards.
- Continue to update and work on the ten-year Capital Plan to guide the replacement of vehicle assets in the municipality.
- Updating the 2019 Road Needs Study (final report expected to be delivered February 2025).
- Pre-Engineering Review of Sidey Drive, Bewdley.
- New Dump Truck that was ordered Spring of 2022 was delivered Fall of 2024.
- Created a Road Reserve for the Reconstruction of Mill and Oak Street.



The Township of Hamilton's 2024 Annual Report highlights a year of both significant achievements and challenges, reflecting our collective resilience and determination. Throughout 2024, we have demonstrated dedication and adaptability, navigating complex issues with a forward-thinking approach that highlights our shared commitment to progress.

Reflecting on the accomplishments showcased in this report, it is clear that our Township has made notable advancements, from enhancing infrastructure to expanding community initiatives. These successes are a direct result of the hard work, collaboration, and passion of our staff, elected officials, volunteers, and residents.

We remain mindful of the challenges that may lie ahead. Economic volatility, shifting societal needs, and environmental concerns continue to shape our priorities. These factors call for innovative solutions and a well planned approach to ensure that Hamilton Township remains a thriving, resilient community.

Looking ahead, we are optimistic about the opportunities on the horizon. With our Strategic Plan and 2025 Budget, we are well-positioned to navigate obstacles and achieve the goals we have set for the year. As we wrap up this report, we extend our thanks to everyone who has contributed to the success of the Township of Hamilton in 2024. Together, we are committed to **making life better** in the Township of Hamilton.



## CONTACT US

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