



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, February 4, 2016 - 5:00 p.m.

1. **Call to Order**
2. **Announcements**
3. **Additions/Deletions/Approval of Agenda**
4. **Declaration of Pecuniary Interest and the General Nature Thereof**
5. **Approval of Draft Minutes - January 14, 2016**
6. **Business Arising from Minutes**
7. **Point of Privilege or Personal Privilege**
8. **Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
9. **Road Business**
 1. Accounts
 2. Recommendations from the Roads Sub-Committee to Mayor White and Members of Council dated February 4, 2016
10. **County Council Update - no County Council Update for this meeting.**
11. **Committee Reports**
12. **Correspondence**

***Outside Board & Committee Minutes**

1. Shelburne & District Fire Board - Meeting December 1, 2015
2. Dufferin Municipal Officers Association - Meeting November 13, 2015
3. Dufferin Municipal Officers Association - Meeting December 17, 2015

*** Items for Information Purposes**

1. GRCA Current - January, 2016 - Volume 21 Number 1
2. Email from Kirby Silvester, Office Manager, Building Department dated January 7, 2016, Re - Building Permit Reports - 2015
3. Nottawasaga Valley Conservation Authority - For Immediate Release - Farm Stewardship: Cattle & Conservation on the Farm
4. Letter from David Tilson, QC, MP Dufferin Caledon dated January 14, 2015, Re - Liberal Governments First Budget
5. Letter from R.J. Burnside & Associates Limited dated January 12, 2016, Re - Drainage Superintendent Services
6. Letter from R.J. Burnside & Associates Limited dated December 21, 2015, Re - Petition for Drainage Works
7. Email from Timothy Salkeld, Resource Planner, Nottawasaga Valley Conservation Authority dated January 13, 2016, Re - Niagara Escarpment Commission Request for Comments (537224 Main Street, Horning's Mills)
8. ROMA / OGRA Combined Conference - February 21 - February 24, 2016
9. Letter from ROMA - Rural Ontario Municipal Association dated January 11, 2016, Re - Invitation to ROMA / OGRA Combined Conference - February 21 - February 24, 2016
10. Letter from Sheryl Flannagan, Director, Corporate Services, Nottawasaga Valley Conservation Authority dated January 15, 2016, Re - NVCA Board Member's Per Diem Expenses
11. Letter from Sylvia Jones, MPP Dufferin-Caledon dated January 15, 2016, Re -

- Upcoming Legislative Session at Queen's Park
12. Nottawasaga Valley Conservation Authority - For Immediate Release - Doug Loughheed of Innisfil to lead reduced NVCA Board of Directors in 2016
 13. Email from Jennifer Willoughby, Deputy Clerk, Town of Shelburne dated January 25, 2016, Re - Town of Shelburne Zoning By-law Amendment Application Z07/04R Migo Investments Ltd
 14. Letter from Laura Ryan, Mayor, Town of Mono to Premier Kathleen Wynne dated January 25, 2016, Re - Solar Developments

*** Items for Council Action**

1. Letter from Bluewater Geoscience Consultants Inc. dated January 21, 2016, Re - Proposal to Provide 2016 Semi-Annual Groundwater Monitoring and Sampling for Melancthon Landfill Site, Melancthon Township, ON
2. Email from Randy Scherzer, Director of Planning, Grey County dated January 21, 2016, Re - Flato East - 42T-2015-05 - Notice of Complete Application and Request For Comments
3. Email from Tristin McCredie, Municipal Advisor, MMAH dated January 27, 2016, Re - MOECC Posting of a Proposed Excess Soil Management Policy Framework

*** Items for Dufferin Wind Power Inc.**

1. Email from Dan Bernhard, Wind Farm Site Manager dated January 29, 2016, Re - Construction Completion Certificate

***Items for 2016 Budget**

1. Letter from Grand River Conservation Authority dated January 25, 2016, Re - 2016 Budget and Levy Meeting

13. General Business

1. By-law to establish a Board of Management for the Corbetton Community Park
2. Accounts
3. Applications to Permit
4. Draft Operating/Capital 2016 Budget (*not in the Agenda package*)
New/Other Business/Additions:
 1. Budget Increases & Fire Services Review - Discussion
 2. General Discussion regarding Solar Energy Development - Mayor White
 3. Appoint Member to the North Dufferin Community Centre Board of Management
 4. Cost Recovery Agreement between Kaloti and the Township of Melancthon regarding Proposed Zoning By-law Amendment for East Part of Lot 15, Concession 2 OS
5. Unfinished Business
 1. NEC Plan Review (see Delegation # 1)
 2. Information Flyer
 3. Home Occupation/On Farm Business (see Delegation # 1)

14. Delegations

1. 5:30 p.m. - Chris Jones, Municipal Planning Services Ltd. - Draft Home Business Regulations & update on the NEC Plan Review
2. 6:00 p.m. - Shirley Boxem, Headwaters Communities in Action - Review of 2015 Projects & Successes and Introduction of New Trillium Project

15. Closed Session

16. Notice of Motion

17. Confirmation By-law

18. Adjournment and Date of Next Meeting - Thursday, February 18, 2016 - 5:00 p.m.

19. On Sites

20. Correspondence on File at the Clerk's Office



The Corporation of
THE TOWNSHIP OF MELANCTHON
157101 Highway 10,
Melancthon, Ontario, L9V 2E6

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: JOYCE CLARKE, ROADS SUB-COMMITTEE SECRETARY

DATE: FEBRUARY 4, 2016

SUBJECT: RECOMMENDATIONS FROM THE ROADS SUB-COMMITTEE

The Roads Sub-Committee Meeting on January 14th, 2016 resulted in the following recommendations.

1. Recommendation to Council.

The Road Sub-committee recommends to council that:

Bridge 2010 be repaired with an approximate cost of \$300,000

Bridge 2020 be repaired with a 3m dia. Round CSP Culvert (3.5mm thick, galvanized) with an estimated construction & engineering costs of \$150,000.

Bridge 2024 be removed and replace centre structure only at an estimated construction and engineering cost of \$125,000 to \$150,000.

2. Recommendation to Council

The Road Sub-committee recommends to council that:

Approximately 1 ½ km of pavement on the 4th Line OS ending at Highway 10 be paved in 2016.

Report respectfully submitted.

Joyce Clarke
Road Sub-committee
Secretary

Rd 2

FEB 04 2016

SHELBURNE & DISTRICT FIRE BOARD

December 1st, 2015

The Shelburne & District Fire Department **Board of Management** meeting was held at the Fire Hall on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. Opening of Meeting

- 1.1 Chair Tom Egan called meeting to order at 7:01 pm.

2. Additions or Deletions

- 2.1 None at this time.

3. Approval of Agenda

3.1 Resolution #1

Moved by K. Bennington – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.
Carried

4. Approval of Minutes

4.1 Resolution #2

Moved by W. Hannon – Seconded by K. Bennington

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of November 3, 2015 as circulated.

Carried

5. **Pecuniary Interest**

- 5.1 No pecuniary interest declared.

6. **Public Question Period**

- 6.1 No public present.

7. **Delegations / Deputations**

- 7.1 No delegations present.

8. **Unfinished Business**

8.1 **2016 Draft Budget**

The Board discussed the budget and ways to reduce the increase in the budget and it was decided to increase the revenue from inspections as there is now a full-time Fire Chief and the revenue from the MTO and County MVC as the MTO has increased the rate that they will pay per hour

Resolution # 3

Moved by K. Bennington – Seconded by H. Foster

BE IT RESOLVED THAT:

The Shelburne & District Fire Board accepts the 2016 Draft Budget as amended.
Carried

8.2 **WSIB Audit Update**

The Board Secretary updated the Board on the WSIB Audit that occurred on November 10th, 2015.

9. **New Business**

9.1 **2016 Capital Budget**

The Board discussed the Capital Plan for 2016, the Fire Chief stated that Self Contained Breathing Apparatus' (SCBA's) should be included in the Capital Plan for 2016 and that it should be the number one priority. The Fire Chief was asked to come back to the next Board Meeting with a firm quote and leasing opportunities along with rationale to choose either.

Resolution # 4

Moved by K. McGhee – Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management amend the Capital Plan 2012-2018 to include a line item for the purchase of Self Contained Breathing Apparatus SCBA as of January 1, 2016, and further that the Capital Assessments will not change for 2016

Carried

10. **Chief's Report**

10.1 **Monthly Reports (November 2015)**

There were a total of 13 calls for the month of November and 1 Fire Safety Plan reviewed.

10.2 **Update from Fire Chief**

The Fire Chief advised the Board that he has started a Facebook page for the Shelburne and District Fire Department that will be used to provide information to the community.

11. **Future Business:**

11.1 None at this time.

12. **Accounts & Payroll – November 2015**

12.1 **Resolution # 5**

Moved by K. Bennington – Seconded by W. Hannon

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$11,928.70 for the period of October 28th, 2015 to November 24th, 2015 as presented and attached be approved for payment.

Carried

12.2 **Resolution # 6**

Moved by W. Hannon – Seconded by K. Bennington

BE IT RESOLVED THAT:

Payroll for the following month(s) be approved for payment:
November 2015 - \$14,991.42

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 7**

Moved by J. Elliott – Seconded by K. McGhee

BE IT RESOLVED THAT:

All actions of the Board Members and Officers of the Shelburne and District Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; And each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

Carried

13.2 **Resolution # 8**

Moved by K. McGhee – Seconded by J. Elliott

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:40 pm to meet again on January 5, 2016 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Tom Egan
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of November 3rd, 2015

Municipality / Member	Present	Absent
Township of Amaranth		
Heather Foster	X	
Gail Little	X	
Town of Mono		
Ken McGhee	X	
Fred Nix	X	
Township of Melancthon		
Janice Elliott	X	
Wayne Hannon	X	
Town of Shelburne		
Tom Egan	X	
Ken Bennington	X	
Township of Mulmur		
Heather McIntosh-Hayes		X
Janet Horner		X
Staff		
Brad Lemaich – Fire Chief	X	
Ed Walsh – Deputy Fire Chief	X	
Nicole Hill – Sec/Treas.	X	

DUFFERIN MUNICIPAL OFFICERS ASSOCIATION

Minutes of Meeting held on November 13, 2015 @ 9:00 a.m.
Monora Park Pavilion -Town of Mono

MEMBERS PRESENT:

Terry Horner, Vice Chair - Mulmur Township	
Susan Stone - Secretary - Treasurer - East Garafraxa and Amaranth	
Heather Boston - Mulmur Township	Alan Selby - County of Dufferin
Les Halucha - Town of Mono	Jeff Bunn - Town of Grand Valley
Pam Hillock - County of Dufferin	Denise Holmes - Melancthon Township
Sonya Pritchard - County of Dufferin	Michelle Dunne - County of Dufferin
Jane Wilson - Town of Grand Valley	John Telfer - Town of Shelburne

OTHERS PRESENT:

Jennifer Ward - MPAC	Shara Bagnell - Health and Safety Co-Ord
----------------------	--

1. Meeting called to order:

1.1 Terry Horner, Vice Chair, called meeting to order.

September 18, 2015 Minutes deferred until next meeting.

2. Delegations:

2.1 Shara Bagnell, County of Dufferin Health and Safety Co-Ordinator, addressed the members regarding requirements and initiatives for 2015/2016. Globally Harmonized System (GHS) pursuant to Bill 85 (Strengthening and Improving Government Act) being implemented. Labour blitzes under Employment Standards Act are focusing on internships, heavy equipment construction sector, material handling and safe operation of industrial machinery.

3. MMAH:

3.1 Tristin McCredie, Municipal Advisor, Central Ontario not available for this meeting.

4. MPAC:**4.1 Jennifer Ward - General Information and Update**

Jennifer addressed the members with respect to key dates; assessment notices, some of which have already gone out; last supplementary tax run today; Market Base Profile available on Municipal Connect; Roll Return December 15, 2015; building permit numbers now received up to September 15, 2015; enumeration results being examined. Discussion ensued regarding elector lists and Canada Post issues. Also gravel pit appeals which impact assessments since 2008. Aggregate industry wanted 80% reduction; however, MPAC cut deal to determine a valuation methodology and a 50% reduction. An independent appraiser determined gravel pits were being over-assessed, and a total of 362 were under appeal. Only 3 appeals are outstanding in Dufferin, in Mono, Mulmur and Melancthon. Jennifer will send out Ontario Stone Sand and Gravel Association's new valuation proposal electronically. She noted that the reductions for Mono will be for 7 years, whereas only 4 years in Mulmur and Melancthon. In 2016, gravel pits could again file for an RFR, but only allowed for one year. Disposing of these appeals, referred to as "legacy appeals", will stabilize municipal tax base. Discussion ensued regarding the flawed reporting with respect to gravel pit rebates sent to municipalities, which results in greatly reduced revenues than should actually be. Property splits and time to process them at MPAC also noted as an issue. To provide list to Jennifer.

5. County/Local Municipalities:**5.1 County Updates**

5.1.1 County Budget for 2016 - approved last night, at larger tax increase than for last few years to address infrastructure gap - 6.94% levy increase as opposed to 3% or less in past, but with growth factored in the net impact is 3.7% increase. Alan provided handout with respect to Household counts from 2009 to 2015 and a summary of MPAC's Control Totals Report, which shows a \$2.9 million increase, or 3.2% whereas traditionally has been only 1% to 1.5%. Jennifer (MPAC) noted that farmland is up 40 to 45% for 2016 and residential properties 12 to 18% and that preliminary values will be available April, 2016. Alan indicated that the OMPF cut for 2016 will be similar to 2015, approximately 20%, but that 2016 is supposed to be the last year for cuts so funding should be stabilized. Grand Valley was the only municipality in Dufferin who got the go ahead to proceed to application stage for OCIF grant.

5.1.2 County Official Plan - County has approved planning fees, and a planning

meeting is scheduled regarding common planning issues and procedures. Sonya also noted that the County Strategic Plan and Economic Development initiatives still items at the County, where money is going to other EDC groups (Chamber, etc) but there are no parameters with respect to the spending of that funding by the County and is being looked at.

- 5.1.3 County Roads Rationalization Report - Status - Scott Burns has been appointed to attend each council.
- 5.1.4 POA - Dufferin Municipalities/Town of Mono Resolution - Update - Pam has talked to the Province who appear to be okay with the idea of a Dufferin POA process, and the Caledon CAO is not opposed and the Terms of Reference and new agreement are “parked” for the present.
- 5.1.5 County Integrity Commissioner - Update - Pam indicated that the County is working reviewing their accountability and transparency policies, and 2 reports have come forward, also a County Code of Conduct. Mulmur is the only local municipality who have appointed their own Integrity Commissioner and the intent is that local municipalities can utilize the County Integrity Commissioner if they wish. Pam will send out their draft Customer Service and Complaint Policy.
- 5.1.6 Other -
 - 5.1.6.1 Sonya noted that the County has been called regarding what they are doing about the influx of refugees.
 - 5.1.6.2 NEC membership issue discussed, and County sending letter to Ministry and to the Ombudsman.
 - 5.1.6.3 Building Department surplus has increased by half a million in 2015, and a 10% reduction in fees applicable for 2016.

5.2 Source Water Protection

- 5.2.1 Implementation Funding - Next Steps - natural heritage system strategy required pursuant to PPS and can be done jointly. Can use Development Charges money for this also.
- 5.2.2 CTC Source Protection Committee representative - Council resolutions - Mono, Amaranth, and East Garafraxa have supported appointment of Chris Gerrits but Orangeville decided to advertise, so still waiting for outcome, and will also need County of Dufferin, County of Simcoe and Adjala-Tosorontio’s resolutions, so won’t occur by CTC deadline.

- 5.3 Bill 8 - Public Sector and MPP Accountability and Transparency Act, 2014 - Update - discussed under County.
 - 5.4 Site Alteration/Fill Issues - Update/Discussion - Mono noted that the Farm Practices Hearing is week of November 23, 2015. It was noted that there was an MTO blitz on trucks approximately 3 weeks after AMO conference, involving 800 trucks, of which only 30% were back on the road.
 - 5.5 Asset Management/PSAB - Update - Les and Heather working together on policies and accounting methods, and suggest setting up a user group for Dufferin, to develop consistency in capitalizing, even though different software being used. Les will co-ordinate this. There is a requirement for municipalities to update their Asset Management Plans in 2016 and must include all assets, for which Provincial OCIF funding allocated to all municipalities can be used.
 - 5.6 Emergency Road Closures - Insurance Implications for Municipal Employees - need to get answer regarding coverage for "essential services" and should check rider on personal insurance as well as municipal insurance, when employees are driving their own vehicles to the emergency site or control centre.
 - 5.7 Records Management User Group - Jeff indicated that a Dufferin group has been formed, with first meeting held recently at the County, which was very successful. There will be quarterly meetings.
6. **Date of Next Meeting(s) and Adjournment:**
- 6.1 Next meeting to be at Monora on December 17, 2015.

DUFFERIN MUNICIPAL OFFICERS ASSOCIATION

Minutes of Meeting held on December 17, 2015 @ 9:00 a.m.
Monora Park Pavilion -Town of Mono

MEMBERS PRESENT:

Keith McNenly, Chair - Town of Mono	
Terry Horner, Vice Chair - Mulmur Township	
Susan Stone - Secretary - Treasurer - East Garafraxa and Amaranth	
Heather Boston - Mulmur Township	Alan Selby - County of Dufferin
Les Halucha - Town of Mono	Jeff Bunn - Town of Grand Valley
Pam Hillock - County of Dufferin	Denise Holmes - Melancthon Township
Sonya Pritchard - County of Dufferin	Michelle Dunne - County of Dufferin
Jane Wilson - Town of Grand Valley	Carey Holmes - Town of Shelburne
Mark Early - Town of Mono	

OTHERS PRESENT:

Steve Murphy - Emergency Management and Accessibility Co-Ordinator	
Tristin McCredie - MMAH	Chris Chen - MMAH

1. Meeting called to order:

1.1 Keith McNenly, Chair, called meeting to order.

Moved by Terry, Seconded by Les, that the September 18, 2015 Minutes be adopted as circulated. CARRIED.

November, 2015 Minutes deferred till next meeting.

2. Delegations:

2.1 Steve Murphy, County of Dufferin Emergency Management and Accessibility Co-Ordinator addressed the members regarding AODA annual reports due December 31, 2015; multi-year plan being co-ordinated by County but will need input from member municipalities and sending out questionnaire in 2016; accessible websites required only if you are updating or replacing your existing.

Steve also discussed Emergency Management Compliance Reports due by the end of the year but which he has ready to send today. Initiatives for 2016 will be improved communications, and will utilize new radio stations, and will look further at two way radio communications.

3. MMAH:

- 3.1 Tristin McCredie, Municipal Advisor, Central Ontario and Chris Chen, MMAH Finance attended and provided handout setting out Ministry legislation and initiatives. Bill 73 Development Charges reporting changes applicable for 2015, and specific projects must be identified; however, annual DC report to MMAH no longer required. Gas tax numbers have been released. OMAFRA has published a Resource Manual for Strategic Planning for Rural Municipalities which is a good resource. Bill 8 overview provided. Ombudsman previously received over 200 complaints regarding school boards which did not result in an investigation. Municipalities can appoint own ombudsman but Ontario Ombudsman can still do an investigation, but only after local process has occurred. No fees by Ontario Ombudsman, and he/she does not investigate personnel matters. No change to the current investigator role for Closed Meetings at this time. New emergency management (ODRAP) programme in new year. Alan noted that Province is making changes to the capping programme (10-5-5-5-5....) in 2016.

Lengthy discussion regarding infrastructure funding programmes and poor reasons for refusal, which seem to be all about the applicants, and not about the projects. Chris Chen indicated that MMAH has input into funding programmes but do not administer them. It was also noted that some OCIF money is formula based, and not competitive, but not adequate.

4. MPAC

- 4.1 General Information and Update - not available for this meeting.

5. COUNTY/LOCAL MUNICIPALITIES**5.1 County Updates**

- 5.1.1 County Official Plan - Sonya reported that there was a Planner's meeting recently and will continue to meet a couple of time annually, which Sonya will schedule. Need to address what Planning Advisory Committee will look at, and must be at least 1 public appointment to the Committee.
- 5.1.2 County Roads Rationalization Report - Status - nothing to report at this time.
- 5.1.3 POA - Dufferin Municipalities/Town of Mono Resolution - Update - Pam reported that she has met with Caledon staff and the Ministry, and a Dufferin POA is fine subject to Caledon's agreement. Matter has not yet been on POA agenda. Pam met with Grey County for input, and Dufferin has the infrastructure in place, though staffing will need to be dealt with. Committee report to be presented in January, 2016. Ministry has asked for a business plan, so a sub-committee approach suggested.

- 5.1.4 County Integrity Commissioner - Customer Service Policy & Complaint Process - Pam indicated that they are sending out RFP for an Integrity Commissioner and will offer the service to local municipalities on a fee for service basis. Draft of County Policy and Process sent out.
 - 5.1.5 Other - FAQ's for municipalities suggested and noted that quite often found of websites. Should be consistency amongst staff and municipalities. Roll information should not be provided over the phone.
- 5.2 Source Water Protection
 - 5.2.1 Implementation Funding - Next Steps - Orangeville doing their own outreach and education piece, but willing to share with the other municipalities. Mark reported that the Planner's group need to meet with the rest of the group to make sure they are going in right direction. All staff needs to be aware of the process with respect to source protection policies and implementation.
 - 5.2.2 CTC Source Protection Committee representative - Council resolutions - County of Dufferin and County of Simcoe will need to pass resolutions endorsing the appointment of Chris Gerrits as all the other affected municipalities have now done.
- 5.3 Site Alteration/Fill Issues - Update/Discussion - Mono estimates they spend \$75,000. for the Farm Practices Hearing, decision still pending. Amaranth spent approximately \$45,000 to \$60,000 for court injunction, which is now not being complied with and additional legal costs are being incurred. The Province needs to do something and make the source municipality responsible. The Provincial review is not being completed until January, 2016 or later. Tristin will advise when EBR posting occurs. It was noted that the type of material being dumped is mainly clay and is impermeable, and is different from the soils in Dufferin, where there is a high water table, and significant environmental concerns. There is another Farm Practices Hearing in New Tecumseth (Scugog).
- 5.4 Asset Management/PSAB - Update/Requirements for 2016 - Plans must be updated by end of 2016.
- 5.5 County Records Management User Group - Update - nothing at this time.
- 5.6 Other - nothing at this time.
- 6. **Date of Next Meeting(s) and Adjournment:**
 - 6.1 Next meeting to be at Monora on January 21, 2016.

GRCA Current



January, 2016 • Volume 21 Number 1

GRCA General Membership

Chair Jane Mitchell

Vice-Chair Vic Prendergast

Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley
Guy Gardhouse

Townships of Mapleton and Wellington North Pat Salter

Township of Centre Wellington
Kelly Linton

Town of Erin, Townships of Guelph/Eramosa and Puslinch
Chris White

City of Guelph
Bob Bell, Mike Salisbury

Region of Waterloo
Les Armstrong, Elizabeth Clarke,
Sue Foxton, Helen Jowett,
Geoff Lorentz, Jane Mitchell,
Joe Nowak, Wayne Roth,
Sandy Shantz, Warren Stauch

Municipality of North Perth and Township of Perth East
George Wicke

Halton Region Cindy Lunau

City of Hamilton George Stajanovic

Oxford County Bruce Banbury

County of Brant
Brian Coleman, Shirley Simons

City of Brantford
Dave Neumann, Vic Prendergast

Haldimand and Norfolk Counties
Bernie Corbett, Fred Morison



www.grandriver.ca

New municipal agreements

The GRCA's planning department is renewing and updating agreements with municipalities that date back to the 1990s.

During that time, the province delegated responsibility for commenting on Planning Act applications to municipalities. Many smaller municipalities didn't have the resources to comment and conservation authorities helped them fulfill this role. However, a lot has changed over the past 20 years and the new agreements will reflect revised responsibilities and other changes that have taken place.

The agreements are going to be different for each municipality and will clarify the roles. For example, within Wellington County there are six conservation authorities and all are working together with the county to co-ordinate Planning Act issues and set out how planning is undertaken.

The GRCA provides comments to municipalities throughout the watershed for Planning Act applications they are considering. The agreements provide an opportunity to coordinate between Planning Act and Conservation Authority Act requirements when they overlap.

2015 was a Grand year for extreme temperatures

The past year had the highest high and the lowest low in average temperatures, as the graph below shows.

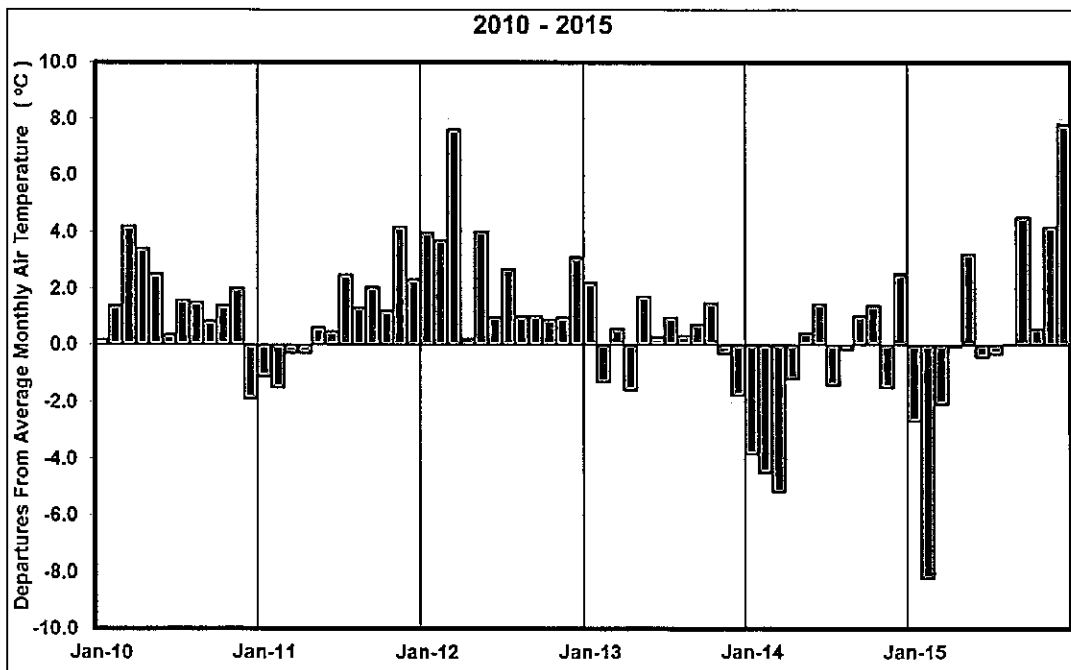
The first three months brought some of the coldest temperatures on record across the watershed, with an average temperature of -14.8 C at the Shand Dam weather station in February.

May was warm, while the summer was cool. However, the fall brought an upward swing with very warm weather that also broke some records.

Across the watershed the precipitation was below average during the year, but there was a big difference between north and south. The northern part tended to be close to the long-term average, but the summer was very dry south of Brantford.

Reservoir levels were at or above the upper level at the end of December.

The level of Lake Erie was well above the long-term average in December and is expected to remain high, which increases the potential for flooding along the Lake Erie shoreline.



Grand River Conservation Authority

Info -

FEB 04 2016

Shade's Mills is now open year-round

Starting Jan. 4 2016, Shade's Mills Park in Cambridge has a new automatic access gate that allows the park to open year-round.

People will be able to drive up to the gate, open it and drive in. Visitors can open the gate by swiping their Grand River Parks membership pass or paying at the gate.

There will still be some restrictions on the hours of entry, but the park will generally be open dawn to dusk. The big advantage of the new gate is that people will be able to arrive at dawn for a run or to go fishing, rather than waiting until 8 a.m. as previously. In addition, the gate means people can experience the park during all seasons — when there are spring flowers, fall colours or the first snowfall.

This type of gate is planned for other parks within the next few years.



The new access gate means that Shade's Mills Park in Cambridge is open year-round. Visitors can use a Park Membership pass to enter without paying, or can pay using cash (bills and coins). Soon, credit cards will also be accepted for payment.

Warm winter expected

The warm December set a trend that is expected to continue through the winter.

The strong El Nino continues to impact temperatures and December was 6.9 C above average at Shand Dam.

Conditions are similar to those during the warm winter of 1997-98 when there was also a strong El Nino effect. However each El Nino episode is different.

The three-month forecast in the Grand River watershed calls for normal precipitation in the north and above normal in the south near Lake Erie where it is needed most.

Precipitation this winter is anticipated to be a mix of rain and snow, and there is a risk of ice storms. The first took place Dec. 28-29, however this didn't result in flooding. By Jan.1 there was snow throughout most of the watershed.

An early, warm spring starting in March is predicted, followed by a normal summer with the possibility of dry conditions.

Tree trimming on 20 hectares at Belwood

Sections of the recreational trails at Belwood Lake Park were closed for most of December so that forestry crews could thin

trees.

Approximately 20 hectares of forest plantations and sections of the walking trails were impacted. A plantation contractor harvested trees in order to improve forest health and biodiversity within the forest.

Scheduled thinning is done periodically to give growing space to the healthiest trees, allow for hardwoods to seed naturally and to improve the general health and condition of the plantation. Thinning during the winter avoids disrupting the spring and summer nesting seasons.

All work was done in accordance with sustainable forest management guidelines in the GRCA's Watershed Forest Plan.

Park membership passes

Grand River Parks membership passes have been very popular since they were introduced in 2014 and sales increased by 40 per cent between 2014 and 2015.

The pass replaced the vehicle season windshield stickers that had been used for many years.

The pass allows people to visit all Grand River Parks for one year from the date of purchase for \$125. This fee did not increase in 2016.

The pass comes with a coupon booklet for

experiences such as tubing at Elora Gorge, canoe rental and day passes to give to friends.

Families also enjoy an increasing number of visitor service programs provided by nature guides. These are also included in the park membership.

This issue of *GRCA Current* was published in January 2016.

It is a summary of the December 2015 business conducted by the Grand River Conservation Authority board and committees as well as other noteworthy happenings and topics of interest.

The Grand River Conservation Authority welcomes distribution, photocopying and forwarding of *GRCA Current*.

Next board meeting:

Jan. 22 at 9:30 a.m.,
GRCA Administration Centre.

Subscribe to GRCA Current:

GRCAcurrent-subscribe@grandriver.ca

View meeting reports:

www.grandriver.ca/MeetingReports

View coming events:

www.grandriver.ca/Calendar

Grand Actions newsletter:

www.grandriver.ca/GrandActions

Denise Holmes

From: Kirby Silvester <ksilvester@dufferincounty.ca>
Sent: Thursday, January 07, 2016 8:57 AM
To: dholmes@melancthontownship.ca
Subject: Building Permit Reports - 2015
Attachments: Year End Report - 2015.pdf; Melancthon Permit Summary 2015.pdf

Denise:

Please find the attached files containing the year end building permit reports for 2015.

If you have any questions, please do not hesitate to contact me or Mike.

Sincerely,
Kirby

Kirby Silvester | Office Manager | Building Department
County of Dufferin | Phone: 519-941-2362 | ksilvester@dufferincounty.ca | 55 Zina Street, Orangeville,
ON L9W 1E5

DISCLAIMER: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the County of Dufferin. Finally, the recipient should check this email and any attachments for the presence of viruses. The County of Dufferin accepts no liability for any damage caused by any virus transmitted by this email. The Corporation of the County of Dufferin, 55 Zina Street, Orangeville, Ontario. www.dufferincounty.ca

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca

From: ksilvester@dufferincounty.ca

You received this message because the domain dufferincounty.ca is on the enterprise allow list. Please contact your administrator to block messages from the domain dufferincounty.ca



County of Dufferin - Building Department

Report for the Year January 1 to December 31, 2015

	BUILDING PERMITS																
	Residential		Commercial		Industrial		Agricultural		Institutional		Outbuildings		Pools	Septics	# of Permits	Estimated Value	Permit Fees
	A	B	A	B	A	B	A	B	A	B	A	B					
Amaranth	(2) 8	(1) 10	4	1	0	0	(2) 12	0	0	1	10	2	4	15	72	\$5,538,100	\$66,107.18
East Garafraxa	(1) 20	(3) 14	0	0	0	0	(1) 14	3	1	0	(1) 13	0	4	28	103	\$10,439,450	\$129,629.91
Grand Valley	47	(1) 6	16	0	0	0	(1) 8	0	(1) 0	1	4	1	0	5	91	\$22,682,200	\$202,243.86
Melancthon	(2) 11	11	8	0	4	0	(2) 12	3	0	0	(2) 5	1	0	15	76	\$6,221,000	\$82,564.61
Mono	(3) 112	(1) 35	3	12	1	0	(2) 5	0	0	1	(2) 25	3	10	33	248	\$41,268,100	\$528,602.87
Mulmur	(3) 16	(2) 30	(1) 1	2	0	0	(1) 6	0	(2) 0	1	(2) 16	3	2	23	111	\$12,280,300	\$120,443.48
Shelburne	181	26	2	4	0	1	0	0	1	2	1	0	3	0	221	\$36,072,100	\$486,702.05
TOTALS	406	140	35	19	5	1	66	6	5	6	81	10	23	119	922	\$134,501,250	\$1,616,293.96

A Columns - New Buildings

B Columns - Additions / Alterations to Existing Building

Outbuildings - Garages, Carports, Storage Sheds, Etc...

(#) Demolition Permits

- UNAUDITED -

COUNTY OF DUFFERIN -- BUILDING PERMIT REPORT
January -- December 2015

Melancthon	Detached Dwelling	110-01	April	3	\$638,000	\$10,441.07
	Detached Dwelling	110-01	June	2	\$540,000	\$8,613.07
	Detached Dwelling	110-01	July	1	\$250,000	\$3,590.29
	Detached Dwelling	110-01	August	1	\$395,000	\$2,041.76
	Detached Dwelling	110-01	September	1	\$30,000	\$1,392.56
	Detached Dwelling	110-01	November	2	\$260,000	\$3,025.64
	Detached Dwelling	110-01	December	1	\$300,000	\$2,757.31
	Res A			11	\$2,413,000	\$31,861.70
	Detached Dwelling	110-02	March	1	\$423,000	\$2,127.22
	Detached Dwelling	110-02	June	2	\$60,000	\$1,853.62
	Detached Dwelling	110-02	July	2	\$33,000	\$1,123.35
	Detached Dwelling	110-02	October	2	\$115,000	\$1,921.40
	Detached Dwelling	110-02	November	1	\$75,000	\$1,070.55
	Detached Dwelling	110-03	February	1	\$150,000	\$436.00
	Detached Dwelling	110-03	September	1	\$19,000	\$270.00
	Detached Dwelling	110-03	November	1	\$5,000	\$150.00
	Res B			11	\$880,000	\$8,952.14
	Detached Dwelling	110-16	April	1	\$5,000	\$225.00
	Detached Dwelling	110-16	July	1	\$5,000	\$225.00
	Demo			2	\$10,000	\$450.00
	Sub-Total			24	\$3,303,000	\$41,263.84
Melancthon	Industrial	410-01	August	2	\$155,000	\$3,749.19
	Industrial	410-01	November	2	\$155,000	\$2,901.84
	Sub-Total	Ind A		4	\$310,000	\$6,651.03
Melancthon	Agricultural	411-01	June	7	\$1,223,000	\$11,597.04
	Agricultural	411-01	July	1	\$30,000	\$252.00
	Agricultural	411-01	September	1	\$35,000	\$420.00
	Agricultural	411-01	November	3	\$190,000	\$1,664.40
	Agr A			12	\$1,478,000	\$13,933.44
	Agricultural	411-02	April	1	\$50,000	\$741.93
	Agricultural	411-02	June	1	\$10,000	\$150.00
	Agricultural	411-03	November	1	\$20,000	\$1,048.95
	Agr B			3	\$80,000	\$1,940.88
	Agricultural	411-16	June	1	\$500	\$150.00
	Agricultural	411-16	August	1	\$2,000	\$150.00
	Demo			2	\$2,500	\$300.00
	Sub-Total			17	\$1,560,500	\$16,174.32
Melancthon	Commercial	510-01	January	2	\$200,000	\$420.00
	Commercial	510-01	March	2	\$200,000	\$540.00
	Commercial	510-01	June	2	\$283,000	\$4,255.68

	Commercial	510-01	August	1	\$60,000	\$510.00
	Commercial	510-01	October	1	\$20,000	\$317.52
	Sub-Total	Comm A		8	\$763,000	\$6,043.20
Melancthon	Res. Out Building	190-01	May	1	\$40,000	\$268.80
	Res. Out Building	190-01	June	1	\$10,000	\$252.00
	Res. Out Building	190-01	July	2	\$45,000	\$790.80
	Res. Out Building	190-01	August	1	\$10,000	\$460.62
		Out A		5	\$105,000	\$1,772.22
	Res. Out Building	190-02	November	1	\$16,000	\$150.00
		Out B		1	\$16,000	\$150.00
	Res. Out Building	190-16	June	1	\$500	\$150.00
	Res. Out Building	190-16	September	1	\$8,000	\$150.00
		Demo		2	\$8,500	\$300.00
	Sub-Total			8	\$129,500	\$2,222.22
Melancthon	Septic	195-01	March	1	\$10,000	\$675.00
	Septic	195-01	April	3	\$30,000	\$2,025.00
	Septic	195-01	June	4	\$50,000	\$3,185.00
	Septic	195-01	July	1	\$10,000	\$675.00
	Septic	195-01	August	2	\$20,000	\$1,350.00
	Septic	195-01	September	1	\$10,000	\$675.00
	Septic	195-03	November	1	\$5,000	\$275.00
	Septic	195-01	November	1	\$10,000	\$675.00
	Septic	195-01	December	1	\$10,000	\$675.00
	Sub-Total	Septics		15	\$155,000	\$10,210.00
MELANCTHON TOTALS				76	\$6,221,000	\$82,564.61



MEDIA RELEASE

For immediate release

Farm Stewardship: Cattle & Conservation on the Farm

Shannon Stephens, Nottawasaga Valley Conservation Authority

Utopia, Ontario (January 15, 2016)

Bill McBride runs a large 360 head cattle farm in the headwaters of Amaranth Township.

"Farming is in my blood," says Bill, "I was brought up on a dairy farm in Ireland and I am passing this experience onto my son. He plans to go study agriculture at university."

A long time farmer, Bill moved here recently and is working hard to setup his new farm right.

"I took the Environmental Farm Plan course with Jonathan Watchurst at Ontario Soil and Crop Improvement Associations," says Bill. "Then I called the Nottawasaga Valley Conservation Authority to set up a site visit with Shannon Stephens, the healthy waters grant incentive program coordinator. They've been a pleasure to deal with."



Treating Manure as a Valuable Resource

Setting up the farm right includes making sure manure is treated as a valuable resource. He built a large covered manure storage with an impermeable concrete base. Not only is runoff to groundwater prevented, but the full content of the nutrients and organic matter is available to fertilize his pastures. Eavestroughs were installed on the barns to limit water flowing through the yards. This helps keep clean water clean, and protects groundwater and nearby streams. A grant from the OSCIA helped share the cost of this clean-water diversion project.

"Doing this has reduced a lot of runoff into our yards and keeps the cattle cleaner," notes Bill.

Consider that every day an average beef cow produces manure that contains 33 billion fecal coliform and other bacteria, some of which have the potential to make people ill. If manure is stored outdoors or on a permeable surface like soil, when it rains these bacteria run off with any excess

water into the nearest creek or well. Since the nearest drinking water well is usually your own, it makes sense to reduce the water running off livestock yards.

Protecting Small Wetlands

Bill's farm also includes a small wetland. With the help of a grant from the NVCA's Healthy Waters Program, which is generously funded by Environment Canada, fencing was installed to protect the wetland from the cattle.

When asked why bother to fence the wetland, Bill answers, "Because I think protecting our wetlands is for our future. It protects our land, our species at risk, as well as our two white snowy owls."

The wetland helps filter water and recharge the groundwater table. It is also important habitat for frogs and salamanders.

NVCA's Healthy Waters Program

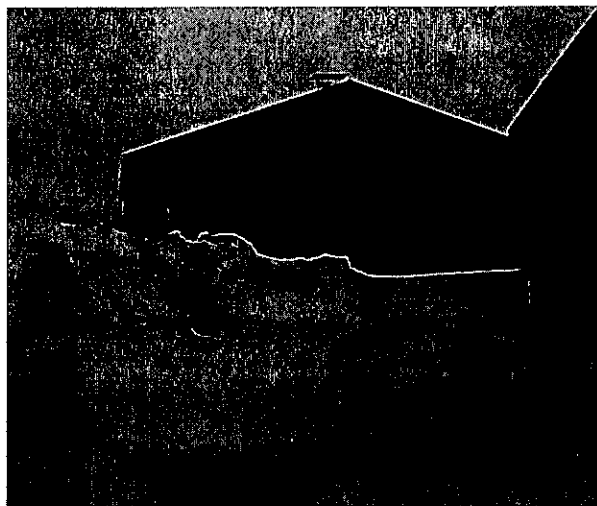
Bill took advantage of funding from NVCA's Healthy Waters Program to share the costs of this exclusion fencing.

Nottawasaga Valley watershed farmers can apply year-round for Healthy Waters Program funding, which can include:

- Grants, 75% of costs up to \$10,000, for fencing to exclude livestock from wetlands and streams
- Grants for streamside native plantings, trees or native grasses/wildflowers, and for buffers from pasture or cropland

For more information, contact NVCA at 705-424-1479 ext. 239 or see the Landowner Grants section on the authority's website, www.nvca.on.ca.

Farmers can also access Ontario Soil and Crop Improvement Association's Cost Share programs, and the Environmental Farm Plan for many projects (www.ontariosoilcrop.org).



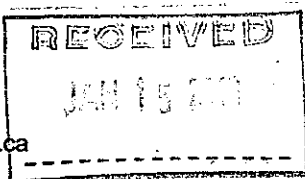
A new covered manure storage with a concrete floor and curb reduces potential runoff and leaching.

About NVCA: The Nottawasaga Valley Conservation Authority is a public agency dedicated to the preservation of a healthy environment through specialized programs to protect, conserve and enhance our water, wetlands, forests and lands.

Media contact: Heather Kepran, Communications Coordinator, 705-424-1479 ext.254, hkepran@nvca.on.ca

Ottawa

Room 711, Justice Building
Ottawa, Ontario K1A 0A6
Tel.: 613-995-7813
Fax.: 613-992-9789
Email: david.tilson@parl.gc.ca



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Orangeville

229 Broadway, Unit 2
Orangeville, Ontario L9W 1K4
Tel: 519-941-1832
Fax: 519-941-8660
Email: david.tilson.c1@parl.gc.ca

Bolton

Hopcroft Plaza
12596 Regional Road 50
Bolton, Ontario L7E 1T6
Tel: 905-857-6080
Fax: 905-857-5570
Email: david.tilson.c1a@parl.gc.ca

OTTAWA
January 14, 2015

David Tilson

Member of Parliament
Dufferin—Caledon

Mayor Darren White and Members of Council
Township of Melancthon
157101 Highway 10
Melancthon ON L9V 2E6

Dear Mayor White,

As we approach the Liberal government's first budget in the coming couple of months, I am writing to you to extend an invitation to either meet with me or provide a written submission as I conduct my own pre-budget consultations in Dufferin-Caledon.

It is no secret that the Liberal government has promised to take us into deficit with spending promises made during the recent election campaign on a wide range of issues, particularly infrastructure and taxation. It is my responsibility as the Member of Parliament for Dufferin-Caledon to ensure that our riding is not overlooked as the Liberals shape their spending priorities.

If you would like to meet with me to share your input for the upcoming federal budget, I would ask that you contact either of my constituency offices by January 29, 2016 to arrange a time for a meeting. You may also wish to prepare a written submission, which I would ask that you send to me by February 1, 2016.

Once I have your input, I will prepare my own summary from everyone I have heard from and, along with any written submissions, send this important information to the Finance Minister. I want to ensure that the residents, municipalities, civic groups and businesses of Dufferin-Caledon have their proper say on his budget preparations and you are critical to that effort.

I look forward to hearing from you in the near future.

Sincerely,

David Tilson, Q.C., M.P.
Dufferin-Caledon





January 12, 2016

Via: Mail

Denise Holmes, A.M.C.T.
CAO/Clerk
Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6

Dear Denise:

Re: Drainage Superintendent Services
File No.: D-ME-SUP
Project No.: MSO019743.2015

As we are into a new calendar year, we would appreciate updating our account for Professional Services. The enclosed invoice covers the time period from September 25, 2015 through December 31, 2015.

The work undertaken during this period includes the following:

October 2015

- On-site investigation into beaver issue on McCue Drainage Works (1989) and Bradley Drainage Works;
- Obtained partial utility locates for Levi Allen Drain proposed cleanout work;
- General discussion with representatives of Transalta Wind regarding buried conduits in the vicinity of the Ballinger Drain. On-site with Contractor to commence cleanout work. General discussions with owners regarding any concerns and check the progress of the work;
- Obtained partial utility locates for Henderson Drain (1982) proposed cleanout work. Request from Plateau Wind regarding further information required. Forward the information to them;
- General discussion with trapper regarding missing beaver form. Discuss above with Public Works and Township staff. Complete nuisance beaver form for Broster Drain trapping and together with nuisance beaver form for McCue Drain (1989) and forward both to County for action;
- General discussion with County representatives regarding Ballinger Drain cleanout along County Road No. 21 including the placement of spoil. Check progress of the work. Assist Contractor with grade control on lowering multi-plate pipe arch at entrance crossing;
- Request from Tiling Contractor regarding proposed outlet for systematic tiling at Mather Drain. Review drain file and forward information to them;

Info 5

FEB 04 2016

- Notify utility regarding outstanding locates of buried conduits on Levi Allen Drain. On-site with Contractor to commence cleanout work. General discussion with owners and check progress of the work. Request from owner regarding required pipe size for drain crossing. Forward information to them;
- Notify utility regarding outstanding locates of buried conduits on Henderson Drain (1982);
- On-site to Henderson Drain (1982) regarding high water level and lowered existing beaver dam. Notify trapper to remove beaver for cleanout operations;
- Received additional utility locates for Levi Allen Drain. On-site to check progress of the work;
- General discussion with County representatives regarding treatment of spoil material from Ballinger Drain cleanout along County Road No. 21. General discussion with adjoining owners regarding fill sites for hauled material and with Contractor regarding the supply of trucks and excavator;
- On-site to Ballinger Drain with Contractor for private hauling of part of the cleanout material along the County Road;
- On-site to Henderson Drain (1982) regarding outstanding locates for buried cables. General discussion with locators regarding timing for completing of locates. On site with Contractor and locators to commence cleanout work. Notify owners and check progress of the work;
- On-site with trapper to Stewart Drain to assist with clearing dam inside 2nd Line road culvert.

November 2015

- On-site with Contractor at the Stinson Drain to finish cleanout work;
- Received Contractor's invoice for completing clean-out on the Stinson Drain. Review and authorize invoice and forward to Clerk for payment;
- Discussions with owners and on-site investigation into beaver issue on Henderson Drainage Works (1975) and coordinate subsequent removal of the dams;
- Inspection during the placement of a new CSP entrance culvert on the Stinson Drain;
- Survey elevation of exposed bedrock located on the McCue Drain (1994);
- Request from County representative regarding high water levels along County Road No. 21 at McNabb Drain and relief urgently requested. On-site for field investigation and general discussion with trapper regarding large beaver dam;
- On-site with Contractor to Levi Allen Drain to commence leveling of cleanout material. Notify owners and check progress of the work. Request from owner regarding nuisance beaver and general discussion with trapper regarding their location and removal;
- Received Contractor's invoice for trucking of material on Ballinger Drain along County Road No. 21. Review and verify invoice and forward it to the County for payment;
- Request from Martin regarding proposed tile outlet into Ballinger Drain. Review drain file and general discussion on preferred outlet location;
- Received Contractor's invoices for cleanout of Ballinger Drain, the Levi Allen Drain and the Henderson Drain. Review and verify invoices and complete letter to Clerk for payment of same;
- On-site with Contractor to Ballinger Drain to commence leveling of cleanout material. Check progress of work and general discussion with owners;
- On-site with Contractor to Levi Allen Drain to commence leveling of cleanout material. Check progress of work and general discussion with owners;
- On-site to McCue Drain (1994) to verify location of buried utility locates. Notify locator of still outstanding buried conduits and urgency in getting locates done;

- Received Contractor's invoice for leveling of excavated material on Levi Allen Drain. Review and verify invoice and forward to Clerk for payment. Assist staff with assessment schedule and levying by-law;
- On-site to Bradley-French Drain to check progress of leveling the balance of the cleanout material;
- Review maintenance costs to date for Henderson Drain (1982) cleanout. General discussion with owner Brubacher, regarding the above;
- Received Contractor's final invoice for leveling of excavated material on Bradley French Drain. Review and verify invoice and forward to Clerk for payment. Assist staff with assessment schedule and levying by-law for completed work;
- Received Contractor's invoice for leveling of excavated material on Henderson Drain (1982). Review and verify invoice and with letter, forward to Clerk for payment;
- Received utility locates for proposed McCue Drain (1994) cleanout. General discussion with Contractor regarding timing for commencing work;
- Received Contractor's invoice for leveling of excavated material on Ballinger Drain. Review and verify invoice and forward to Clerk for payment. General discussion with staff regarding tax class rates for assessed owners; and
- On-site with Contractor to McCue Drain (1994) to commence cleanout work. Notify owners and check progress of the work.

December 2015

- Contact Dufferin Wind and County of Dufferin regarding outstanding locates of buried conduits along former Railway property for McCue Drain (1994) cleanout;
- General discussion with Township staff and with owner Mr. Halbert regarding tax class status for Ballinger Drain cleanout assessment;
- On-site to McCue Drain (1994) for minor field survey to determine elevation of bedrock located within the drain bottom. Review survey notes and instruct Contractor on procedure for cleanout through rock area;
- General discussion with owner Martin regarding location of tile outlets. On-site to McCue Drain (1994) to assist Contractor with tile outlet locations and further check progress of the work;
- Telephone calls to Brubacher regarding additional work done on Henderson Drain (1982) and to Contractor on timing for leveling McCue Drain (1994) cleanout material;
- On-site with Contractor to McCue Drain (1994) to commence leveling of spoil material. General discussion with owners and check progress of the work;
- Received Contractor's invoice for cleanout of McCue Drain (1994). Review and verify invoice. Authorize invoice for payment and with letter, forward to Clerk;
- Request from Department of Fisheries and Oceans for review of drain cleanouts. On-site to McCue Drain (1994) with DFO regarding compliance with cleanout approval;
- Received tax class rate for outstanding property assessed on Ballinger Drain. Assist staff with assessment schedule and levying by-law for completed maintenance work;
- Obtain additional ownership updates for Henderson Drain (1975) beaver dam removal work; and
- Complete Drain Maintenance Summary Table for discussions with Township staff.

Also enclosed is a completed grant form covering the fees and expenses incurred throughout the year. As you are aware, the cost of employing a Drainage Superintendent is eligible for a 50% grant. Please note, that the grant application requires a six digit Application Reference

Number and must be signed, by the Treasurer, and submitted by January 29, 2016, together with a record of our "work undertaken" for the year (copies enclosed April, July, October and January).

We trust we have handled the Township's drainage matters satisfactorily and look forward to being of service again this year. Should you or Wendy have any questions or if we can be of any further assistance in the meantime, please call.

Yours truly,

R.J. Burnside & Associates Limited
Drainage Superintendent

A handwritten signature in black ink, appearing to read 'T.M. Pridham', with a stylized flourish at the end.

T.M. Pridham, P.Eng.
Drainage Engineer
TMP:tw

Enclosure(s) Invoice No. MSO019743.2015-4

cc: Wendy Atkinson, Treasurer/Deputy Clerk, Township of Melancthon (enc.) (Via: Mail)

019743.2015_DHolmes_Ltr_160112.docx
11/01/2016 11:53 AM



BURNSIDE

R.J. Burnside & Associates Limited
15 Townline
Orangeville, ON L9W 3R4
Phone: (519) 941-5331 Fax: (519) 941-7721
www.rjburnside.com

Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6

January 12, 2016
Invoice No: MSO019743.2015 - 4

Project MSO019743.2015 RJB File: D-ME-SUP - 2015
Professional Services through December 31, 2015

	Hours	Amount	
Senior Engineer I			
Pridham, Thomas	10.50		
Engineer I			
Nyenhuis, Jeremy	12.50		
Tech IV			
Uderstadt, Gerd	50.00		
Totals	73.00		
Total Labour			8,687.50
Travel - Mileage		1,314.41	
Misc Reimbursable Expense		430.56	
Total Reimbursables		1,744.97	1,744.97
HST #885871228	13.00 % of 10,432.47	1,356.22	
Total Tax		1,356.22	1,356.22
	Total Amount Due		\$11,788.69

Billings to Date

	Current	Prior	Total
Labor	8,687.50	38,095.70	46,783.20
Expense	1,744.97	1,458.29	3,203.26
Tax	1,356.22	5,142.02	6,498.24
Totals	11,788.69	44,696.01	56,484.70

Please reference your client number [61] when making payments via direct deposit or electronic transfer.

Project Manager Thomas Pridham



Ministry of Agriculture, Food and Rural Affairs
Environmental Management Branch

**Application for Grant on Costs of
Employing a Drainage Superintendent**
under The Drainage Act and the Agricultural
Drainage Infrastructure Program (ADIP)

Please Print or Type

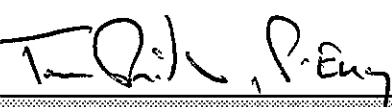
Application Reference Number: TP/S	
Municipality: Township of Melancthon	Name of Drainage Superintendent: Tom Pridham
County, Region or District (if applicable) Dufferin	Company Name (if applicable): R.J. Burnside & Associates Limited
OMAFRA questions regarding this application should be directed to: Name: Tom Pridham	
Telephone: (519) 938-3077	Email: tom.pridham@rjburnside.com
Period Applied For: From (date): January 1, 2015	To (date): December 31, 2015
Salary Paid or Consultant Fees ¹	\$46,783.20
Benefits Paid ² or Net HST ³	\$879.76
Expenses Paid ²	\$3,203.26
Total Cost Incurred (A)	\$50,866.22
Grant Amount ⁴ (B)	\$25,433.11

NOTES: Refer to the appropriate sections of the Agricultural Drainage Infrastructure Program (ADIP) policies:

- Note 1: Superintendent's salary or consulting fee claim must comply with ADIP policies 4.3 (a), (b) and (c)
- Note 2: Benefits claim must comply with ADIP policy 4.3 (e); Expense claims must comply with ADIP policy 4.3 (d).
- Note 3: Net HST may be claimed by consulting drainage superintendents.
- Note 4: Grant claim (B) must not exceed 50% of the total cost (A)
- Note: This application form is incomplete unless accompanied by a copy of the superintendents time records (See ADIP Policy 4.4)

NOTE TO APPLICANTS: The applicant(s) acknowledge that the information submitted could be disclosed in the event of a request made pursuant to the Freedom of Information and Protection of Privacy Act. Information submitted in confidence should be clearly marked "confidential". Information provided on this form is that of the organization and not the personal information of the applicant. The applicant will report as required by the ministry on the use of any funds provided. The ministry reserves the right of independent verification of reported program and financial information. Funds that are not used as intended must be returned to the province.

We, the undersigned, certify that the above information is correct and is in accordance with Sections 85 (b) of the *Drainage Act* and Section 3 of the ADIP policies.

Drainage Superintendent's Signature	
Date:	January 12, 2016

CERTIFICATE OF TREASURER: I certify that:

- The applicant is a legal entity;
- All information is true and correct and acknowledge that this application may be denied if any of the information is false or incomplete.
- The applicant complies with all applicable laws and regulations and discharges its responsibilities in compliance with ministry requirements.

Mail To:
Ministry of Agriculture, Food and Rural Affairs
Environmental Management Branch
1 Stone Rd W, Guelph, ON N1G 4Y2
Attention: 3SE - Drainage

Treasurer's Signature	
Treasurer's Name: (Please Print)	
Date:	

Please make a copy for your records

2111-38 REV(01/2015)



December 21, 2015

Via: Mail

Denise Holmes, A.M.C.T.
CAO/Clerk
Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6

Dear Denise:

**Re: Petition for Drainage Works
Lots 266, 267 & 268, Concession 2 SW
Petervale Farms Limited (Arie Brinke)
File No.: D-ME-159
Project No.: 300038259.0000**

We acknowledge with thanks the appointment to prepare a report on the above. In compliance with Section 8 (2) of the Drainage Act and as directed in Councils resolution, please be advised that Tom Pridham, P.Eng., the undersigned will be the Engineer in charge of the project.

We plan to hold the required site meeting in the spring in conjunction with maintenance construction activities in the area. In the meantime, we will discuss the outlet requirements with the petitioner and review any tile drainage plans that may be available.

Should you or Nathan have any questions or if we can be of any further assistance in the meantime, please call.

Yours truly,

R.J. Burnside & Associates Limited

T.M. Pridham, P.Eng.
Drainage Engineer
TMP:tw

cc: Nathan Garland, Grand River Conservation Authority (enc.) (Via: Mail)

038259_DHolmes_151221.docx
21/12/2015 12:18 PM

Infob

FEB 04 2016

Denise Holmes

From: Timothy Salkeld <tsalkeld@nvca.on.ca>
Sent: Wednesday, January 13, 2016 3:36 PM
To: Stewart, Sean D. (MNRF)
Cc: Olah, Jennifer (MNRF); Denise Holmes; Jawaid, Maria (MNRF); Chris Jones; Dave Featherstone; Tom Reeve; Lee Bull; sanproengineering@gmail.com
Subject: RE: Niagara Escarpment Commission Request for Comments (D/R/2015-2016/268)
Attachments: Scanned from a Xerox multifunction device.pdf

Hi Sean.

The NVCA provides the attached comments for this application. NVCA staff are available to meet and discuss this application further.

Regards;

Tim Salkeld | Resource Planner

Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia, ON L0M 1T0
T 705-424-1479, ext. 233 | F 705-424-2115
tsalkeld@nvca.on.ca | nvca.on.ca

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender and destroy all copies of the original message.

From: Stewart, Sean D. (MNRF) [<mailto:Sean.D.Stewart@ontario.ca>]
Sent: November-30-15 6:05 PM
To: Denise Holmes; Jawaid, Maria (MNRF); sburns@dufferincounty.ca; Timothy Salkeld; Van de Valk, Jackie (OMAFRA); Slattery, Barbara (MOECC)
Cc: Olah, Jennifer (MNRF)
Subject: Niagara Escarpment Commission Request for Comments (D/R/2015-2016/268)

Hello everyone,

Please note the attached request for comments. Please send you comments to me with a cc to Jennifer Olah by **January 15, 2016**.

Due to the file size of the reports and images submitted in support of this application I have attached two links below. If the links so not work please let me know and I will re-submit. Please download the files as soon as possible as the file sharing service expires in a month.

Thank you for your consideration.

Sean Stewart, MES (Pl.)
Planner
Niagara Escarpment Commission
232 Guelph Street
Georgetown, ON



**Nottawasaga Valley
Conservation Authority**

January 13, 2016

Sean Stewart
Niagara Escarpment Commission
232 Guelph Street
Georgetown, Ontario, L7G 4B1

Dear Mr. Stewart;

**Re: File Number: D/R/2015-2016/268
Part Lot 15, Concession 2 O.S., 537224 Main Street, Horning's Mills
Township of Melancthon**

The Nottawasaga Valley Conservation Authority (NVCA) has reviewed this application in accordance with Natural Hazard, Natural Heritage and Water policies established under the *Provincial Policy Statement* and regulations established under the Conservation Authorities Act. We offer the following comments on this proposed residential subdivision.

Engineering Comments:

NVCA staff has reviewed the information presented in:

- Watercom Engineering's "Floodplain Study Report" dated March 2015
- Forward Engineering and Associates Inc. "Geotechnical Investigation" dated January 22, 2015

Review of this submission was based on requirements and guidelines set out in the MOE's 2003 "Stormwater Management Planning and Design Manual," the MNR Natural Hazards Technical Guidelines, and current NVCA Development Review Guidelines available on our website, www.nvca.on.ca.

NVCA staff noted the following issues:

1. The report presents an approach for cut/fill of the floodplain to facilitate the development. This is generally discouraged by the NVCA however, in cases where there is a highly irregular floodline, the NVCA may entertain some regularization to help facilitate development. The area in the south where there is an existing 'draw' is an example of where some regularization of the floodline could be supported. A cut to compensate for this filling is proposed in the northeast corner of the property. Filling is also proposed in the northwest corner of the property. As the floodline is relatively straight at this location, we would regard this as filling of the floodplain which is not supported by the NVCA or under the *Provincial Policy Statement*. We recommend further consultation on this take place once other comments have been addressed.

.../2

2. The floodplain report refers to an 'unregulated' wetland. It should read 'unevaluated.'
3. The floodplain limits have been determined using HEC-RAS. The program shows that the downstream culvert conveys the regulatory storm in supercritical flow. NVCA engineering staff confirm this is an acceptable approach for determining the floodplain limits. However, during design of the lots and infrastructure, the elevations should be based on a blocked culvert scenario.
4. The erosion limit is not addressed by this report. Although it is not anticipated to be the governing hazard, it should be ruled out in a report (this report or functional servicing report).
5. The geotechnical report references some organic soil associated with a topsoil layer but this does not represent a hazardous soils issue for the site as the engineer outlines standard house footing construction as the only required mitigation.

Natural Heritage

The NVCA has reviewed the scoped Environmental Impact Study (EIS) prepared by Azimuth Environmental Consulting in support of estate residential development on this property. Our review included a site visit with Azimuth Environmental Consulting staff on June 13, 2014. The EIS work scope was determined through pre-consultation with Azimuth staff and has been satisfactorily completed. The wetland staking (NVCA/Azimuth) on June 13, 2014 was consensual and mapping reflects the wetland boundary appropriately. Much of the 30 metre wetland buffer is currently in row crop production (which often extends to the wetland boundary) with the remainder in an early state of regeneration following cessation of farming.

Barn swallows (Threatened) were observed foraging over the property and are likely utilizing the barn associated with the existing residence for nesting habitat. No removal of the barn is associated with this application. The EIS states that no removal of the barn or accessory structures should occur without completion of a barn swallow nesting assessment and the acquisition of appropriate environmental approvals (MNR/ESA). The EIS satisfactorily addresses the presence of barn swallow on the property.

The application proposes the severance of the property into eight new residential lots. The NVCA supports the recommendation within the EIS to have the 30 metre vegetated buffer (and wetland/watercourse) preserved within an environmental protection designation (or zoning if applicable). We note that some of the lot lines encroach into the 30 metre buffer that is required to protect the Natural Heritage features within the valley system. The NVCA believes Natural Heritage features are better protected when they are kept under single ownership rather than having them divided with increased risk of negative impacts from multiple property owners. A revised plan to have Natural Heritage (and Natural Hazard) features within a separate block is requested. This approach is consistent with the intent of the *Provincial Policy Statement*. Public ownership of these lands should also be considered.

The proposed cut-and-fill areas extend into the 30 m buffer; however, all such portions lie within areas currently under row crop cultivation.

Section 8 (Mitigation Measures) notes that a 30 metre vegetated setback to the wetland should be implemented and planted with native plant species and incorporated within an environmental protection designation. We support this mitigation measure and suggest that a conservation easement/restrictive covenants be considered within these areas to help ensure their long term protection. A means to delineate the outside edge of the buffer should be identified to minimize potential encroachment into this feature. Fence posts along the buffer edge at regular intervals with small signs i.e. "environmentally sensitive area" are a potential option. A restoration planting plan for the buffer should be submitted as part of the planning process. Given that much of the buffer is currently in agricultural use, a variety of restoration options could be considered i.e. mosaic of meadow habitats with nodes of tree/shrub plantings rather than broad-brush tree/shrub plantings. Since much of the buffer is currently farmed and some row crop farming directly abuts the wetland (and will likely regenerate to wetland following cessation of farming), we anticipate significant ecological enhancement with any type of naturalization effort here.

Additional Comments:

The NVCA understands a stormwater management report will be provided in support of this proposed plan of subdivision.

A sediment and erosion control plan with toed-in silt fencing delineating the limits of development and ensuring that cut/fill material is not placed/does not extend into buffer areas with natural vegetation needs to be developed. Restoration of cut/fill areas within the 30 metre buffer needs to be planted with native trees, shrubs and ground cover.

We note that these comments are related to this submission and the information provided within this submission. NVCA requires additional information in order to complete our review and additional comments may be provided in the future.

We advise that part of the property is under the regulatory jurisdiction of the NVCA where a permit is required under the Conservation Authorities Act prior to development.

Thank you for circulating this application to the NVCA and please advise us of any further developments. Should you have any questions, please contact the undersigned at extension 233.

Sincerely,



Tim Salkeld
Resource Planner



**Join us at the 2016 ROMA/OGRA Combined Conference:
The Value Proposition**

Rural municipalities have an important role to play in 2016. The majority of Ontario's municipalities are rural, and the challenges they face have never been greater. Whether it is protecting our natural heritage, responding to climate change, renewing democratic institutions or re-imagining how programs and services are provided, the expectation is that municipalities will be leading the response.

The 2016 ROMA/OGRA Combined Conference offers an outstanding roster of keynote speakers – each of them leaders in their field – and a wide range of workshops that will examine these issues, work together, and equip rural municipal governments to work towards a strong future. This is your opportunity to meet and learn from political leaders from all orders of government.

Join us on Sunday February 21st to Wednesday February 24th at the Fairmount Royal York, in Toronto. For more details and to register, visit combinedconference.org.

Workshops

- Asset Management
- Building Better Roads
- Protecting Our Environment
- Economic Development
- Renewing Local Democracy
- Road Safety and Liability

...and many more

ROCC Star Talks

- Leen Al-Zaibek,
Founder, Lifeline Syria
- Kyle Hill,
Founder, Teach For Canada
- Lisa McLaughlin,
Chief Conservation Officer, Nature
Conservancy of Canada
- Karen Restoule,
Justice Coordinator, Chiefs of Ontario
- Tyler Valiquette,
Founder, Vote Savvy

Keynotes

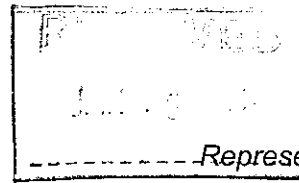
- Frank Graves,
President, EKOS Research Associates
- Premier Kathleen Wynne (invited)
- Mike Moffat,
Chief Economist, Mowat Centre
- Minister Marc Garneau,
Transport Canada (invited)
- Patrick Brown,
Leader of Ontario PCs (invited)
- Andrea Horwath,
Leader of Ontario NDP (invited)
- The Ministers Forum

And

- Small town forum
- Student forum
- Technical road building session
- Long service awards

Info

FEB 04 2016



January 11, 2016

Happy New Year! Greetings from Allan Thompson, Mayor, Town of Caledon, your ROMA Zone 4 Representative.

As the Zone Representative for your municipality on the ROMA Board, I make sure the issues, innovations, and challenges in communities in our Zone are raised and reflected in ROMA discussions, decisions, and initiatives.

The Rural Ontario Municipal Association (ROMA) is the rural arm of the Association of Municipalities of Ontario (AMO). ROMA is an integral part of AMO. With several members of ROMA's Executive Committee as members of AMO's Board of Directors, the rural perspective is embedded in AMO's policy, research and advocacy activities, including AMO's regular meetings with the provincial government as part of their Memorandum of Understanding.

ROMA's Executive undertakes a range of activities on behalf of, and in consultation with, its membership. This year, ROMA undertook a process of refreshing the *Rural and Northern Lens*, which allows policy makers to ensure new policies reflect rural and northern experiences. ROMA ensured a rural perspective was well reflected in AMO's policy advocacy work including the *Aggregate Resources Act* review, the Long-Term Affordable Housing Strategy update and in AMO's *What's Next Ontario* strategic work on the future economic sustainability of municipalities.

I would like to invite you to attend this year's ROMA/OGRA Combined Conference, taking place on Sunday February 21st to Wednesday February 24th at the Fairmount Royal York, in Toronto. It is an opportunity to engage with other ROMA members and learn about issues that matter for rural Ontario. More details are attached to this letter; I hope you will review them and consider joining me and your ROMA colleagues in Toronto.

Rural municipal governments have an important role to play in 2016. The challenges and the complexity they face have never been greater. Whether it is protecting our natural heritage, responding to climate change, renewing democratic institutions or re-imagining how programs and services are provided, the expectation is that elected municipal officials will be leading the response. I look forward to working with you to tackle these challenges facing us all and work towards a strong future for rural Ontario in 2016 and beyond.

Sincerely,

Allan Thompson
Mayor, Town of Caledon



Nottawasaga Valley
Conservation Authority

RECEIVED

JAN 15 2016

January 15, 2016

The Township of Melancthon
D. Holmes, Clerk-Treasurer
157101 Hwy # 10
Melancthon, Ontario
L9V 2E6.

Dear Ms. Holmes:

RE: NVCA BOARD MEMBER'S PER DIEM AND EXPENSES

I have been asked to supply municipalities with remuneration expenses paid to our NVCA Board members over the 2015 year in accordance with the Municipal Act, Section 243(1).

Your council's appointee for the 2015 term to the Nottawasaga Valley Conservation Authority was Darren White.

The Authority held 13 Board of Directors meetings from January 1 to December 31, 2015.

The total number attended by your member was 8 meetings.

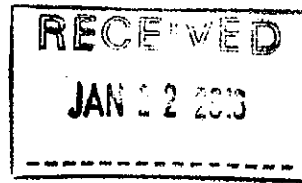
The total mileage expense paid was \$527.04 and the total per diem paid was \$643.36.

If you have any questions relating to the above, please do not hesitate to contact the undersigned at 705-424-1379 ext.228.

Sincerely,

A handwritten signature in cursive script that reads "S. Flannagan".

Sheryl Flannagan
Director, Corporate Services
SF/ds



Sylvia Jones, MPP
Dufferin-Caledon

244 Broadway
Orangeville, Ontario
L9W 1K5

Tel. (519) 941-7751
Fax (519) 941-3246

12596 Regional Road 50
Bolton, Ontario
L7E 1T6

Tel. (905) 951-9382
Fax (905) 951-1807

1-800-265-1603

E-mail: sylvia.jonesco@pc.ola.org

January 15th, 2016

Mayor White & Members of Council
Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6

Darren
Dear Mayor and Members of Council:

As I prepare for the upcoming legislative session at Queen's Park, I wanted to make sure you are aware of some of the newly enacted and proposed provincial legislation and how they will impact your municipality. These include:

Budget Measures Act, 2015 (Royal Assent) – Affects 23 pieces of legislation, including the Electricity Act, the Municipal Act and the Assessment Act. Changes to these Acts have an impact on individuals and your municipality.

Smart Growth for Our Communities Act, 2015 (Royal Assent) – Amends the Development Charges Act and the Planning Act with respect to which services are eligible for developmental charges and the review of a municipality's growth plan.

Strengthening and Improving Government Act, 2015 (Royal Assent) – Affects 15 pieces of legislation, including the Provincial Offences Act and the Municipal Act.

Bill 151 – the Waste-Free Ontario Act, 2015 (First Reading) – The Waste-Free Ontario Act will enact the Waste Diversion Transition Act, 2015 and repeals the Waste Diversion Act, 2002.

I am also interested in hearing your comments on the Ministry of Natural Resources discussion paper "A Blueprint for Change: A proposal to modernize and strengthen the Aggregate Resources Act policy framework", and comments or suggestions you have on how the provincial government can prevent the illegal dumping of fill in our community. If you would like to meet with me to discuss these or other provincial issues, please don't hesitate to contact my office at 1-800-265-1603 or at sylvia.jonesco@pc.ola.org.

Sincerely,

Sylvia Jones, MPP
Dufferin-Caledon

Info 11

FEB 04 2016





MEDIA RELEASE

FOR IMMEDIATE RELEASE

Doug Lougheed of Innisfil to lead reduced NVCA Board of Directors in 2016

UTOPIA, Ontario (January 22, 2016) – Doug Lougheed, Councillor for the Town of Innisfil, will continue lead the Nottawasaga Valley Conservation Authority board of directors in 2016.

Cllr. Lougheed, a former police officer and family farm manager, was acclaimed chair of the board at the NVCA's 56th Annual General Meeting on January 22, 2016. He also served as chair in 2015.

"It has been my pleasure to work with the board members and staff of NVCA over the past year," said Cllr. Lougheed. "NVCA is a dynamic organization committed to protecting and enhancing the health of our watershed. In 2016, we'll be working with our many community partners to deliver an ambitious work plan that promotes, supports and inspires innovative watershed management."

Gail Ardiel, Deputy Mayor for the Town of The Blue Mountains was elected as vice chair, a position she has held since 2014. Nina Bifochi, Deputy Mayor for the Town of Wasaga Beach, will continue to serve as past chair.

The start of 2016 also saw the NVCA board size reduced from 27 to 18 members as part of a pilot project. These members are appointed by watershed municipalities in the counties of Simcoe, Dufferin and Grey. New to the board is Councillor Rose Romita of Barrie, who replaces Councillors Arif Khan and Sergio Morales.

"Last year, we moved to reduce our board size as part of our commitment to improving the effectiveness and efficiency of the NVCA," said Cllr. Lougheed. "This change will save NVCA an estimated \$11,000 annually, while still making sure we have proper representation from across the watershed."

The board governs the authority, a public agency dedicated to protecting, enhancing and restoring the Nottawasaga Valley watershed to support a healthy environment, communities and lifestyles.

Visit www.nvca.on.ca for more information.

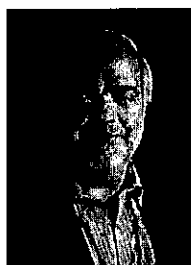
- 30 -

About NVCA: The Nottawasaga Valley Conservation Authority is a public agency dedicated to the preservation of a healthy environment through specialized programs to protect, conserve and enhance our water, wetlands, forests and lands.

Media contact: Heather Kepran, Communications Coordinator, 705-424-1479 ext. 254, hkepran@nvca.on.ca

A full list of the 2016 NVCA board of directors is available at www.nvca.on.ca under "About Us – Board of Directors – Current Members"

Photo captions and thumbnails (full-size images available up on request to hkepran@nvca.on.ca):



Doug Loughheed, Councillor for the Town of Innisfil, chair of the NVCA board of directors



Nina Bifulchi, Deputy Mayor for the Town of Wasaga Beach, past chair of the NVCA board of directors



Gail Ardiel, Deputy Mayor for the Town of the Blue Mountains, vice chair of the NVCA board of directors

Denise Holmes

From: Jennifer Willoughby <jwilloughby@shelburne.ca>
Sent: Monday, January 25, 2016 9:22 AM
To: Jennifer Willoughby
Subject: Town of Shelburne Zoning By-law Amendment Application Z07/04R Migo Investments Ltd
Attachments: Z07 04 - Public Meeting Notice.pdf

Good Morning

MIGO Investments has now submitted sufficient information to deem their Zoning By-law Amendment application complete. A public meeting has been scheduled regarding their application. This application has been circulated twice previously thus no further comments are required.

Attached please find notice of complete application and public meeting under section 34 The Planning Act.

Thank You

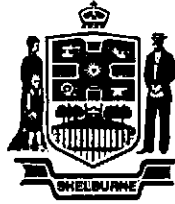
Jennifer Willoughby
Deputy Clerk
Town of Shelburne
203 Main Street E, PO Box 69
Shelburne ON L9V 3K7
(519) 925-2600 Ext. 223
jwilloughby@shelburne.ca

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca [Remove](#) this sender from my allow list
From: jwilloughby@shelburne.ca

You received this message because the sender is on your allow list.



**THE CORPORATION OF THE TOWN OF SHELBURNE
NOTICE OF COMPLETE APPLICATION AND PUBLIC MEETING
UNDER SECTION 34 OF THE PLANNING ACT**

Take notice that the Council of the Corporation of the Town of Shelburne has received a complete application for a Zoning By-law Amendment (File No. Z07/04R) and will hold a public meeting on:

MONDAY, FEBRUARY 22, 2016

The public meeting is scheduled to start at 7:00 p.m., or as shortly thereafter as possible, and will be held in the Council Chambers at the Municipal Office, 203 Main Street East, Shelburne.

The purpose of the meeting is to consider an Amendment to the Town of Shelburne Zoning By-law No. 38-2007. Take notice that the application has been deemed complete so that it can be circulated and reviewed.

The land subject to the proposed Zoning By-law Amendment is located at the southwest corner of Highway 89 and Second Line (County Road 11). The property is legally described as Part of Lot 32, Concession 2 in the Town of Shelburne, County of Dufferin. This application was originally circulated in 2007 and applied to approximately 0.6 hectare of land located at the south-west corner of Highway 89 and Second Line (County Road 11). The application has since been revised and resubmitted to add approximately 0.2 hectare of land at 731 Main Street East, which is located immediately to the west of the land subject to the original application. The total area of the property subject to this rezoning application is approximately 0.8 hectares. These lands are currently designated as 'Special Commercial' under the Town of Shelburne Official Plan and zoned 'Development – D' and 'Residential Type One Exception One – R1-1' as per the Town of Shelburne Zoning By-law No. 38-2007. In addition, the applicant has acquired land to the south known as 2, 4, 6 and 8 School Road which was previously rezoned from "Development – D" to "Special Commercial – C4" by By-law 27-2010 on April 26, 2010 (Application File No. Z10/02).

The purpose and effect of the submitted application is to change the zoning of the lands currently zoned 'Development – D' and 'Residential Type One Exception One – R1-1' (approximately 0.8 hectares) to 'Special Commercial – C4'. Access to this portion of the lot will be provided from Highway 89 and the adjacent lands to the south which will provide additional access from School Road.

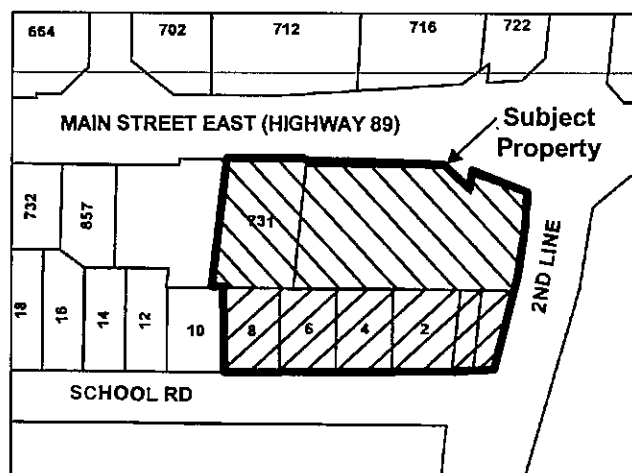
At the meeting you will be given an opportunity to ask questions and indicate whether you support or oppose the applications for the Zoning By-law Amendment. Written submissions will be accepted by the Clerk up to the time of the Public Meeting and will be given consideration by the Council prior to a decision being made.



If a person or public body does not make oral submissions at a public meeting or make written submissions to the Clerk of the Town of Shelburne before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of The Corporation of the Town of Shelburne to the Ontario Municipal Board. Also, if a person or public body does not make oral submissions at a public meeting, or make written submissions to the Clerk of the Town of Shelburne before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

Additional information relating to the proposed Zoning By-law Amendment is available for inspection at the Town of Shelburne Municipal Office at 203 Main Street East, during normal office hours, 8:30 a.m. to 4:30 p.m. and on the Town's website at www.townofshelburne.on.ca. If you wish to be notified of the passing of the proposed Zoning By-law Amendment, you must make a written request to the Town at the address below.

Dated at the Town of Shelburne on the 26th day of January, 2016.

John Telfer, CAO/Clerk
Town of Shelburne
203 Main Street East
Shelburne, Ontario L9V 3K7
Phone: 519-925-2600
Fax: 519-925-6134



-  LAND SUBJECT TO APPLICATION Z07/04R
-  OTHER LAND OWNED BY APPLICANT
(previously re-zoned to C4)



Town of Mono

347209 Mono Centre Road
Mono, Ontario L9W 6S3

January 25, 2016

Premier Kathleen Wynne
Room 281, Main Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier Wynne,

The Town of Mono is the source of the headwaters for the GTHA and host to the Toronto and Region Conservation Authority, Credit Valley Conservation, the Nottawasaga Conservation Authority, the Oak Ridge's Moraine, the Greenbelt, and the Niagara Escarpment Commission (a UNESCO world biosphere reserve). Over the last 50 years Mono has been very successful in preserving the pristine environmental character and biodiversity of these hills and water resources, something the Town wants to see continued to benefit future generations of Ontarians and tourists.

The Town of Mono is a big supporter of the Province's Green Initiatives. The current provincial leadership regarding the Large Renewable Procurement (LRP) program is in alignment with the views held by this Town. There are some issues with the program however; issues which go against the "Green ideal" to which all parties are dedicated. We are certain that you would find our concerns valid and worth immediate review and redress.

The current provincial policy sacrifices valuable farmland by encouraging the development of Solar Farms over Rooftop applications. **The Town of Mono requests a change in policy so that more flat roof buildings and developments will be used for solar power generation to support the province's energy needs.**

Additionally the current Developmental Charges Act generates conflict within our community, misuses Ontario farmland (a rapidly diminishing resource), and wastes major solar real estate (which already exists in the form of rooftops). A solar development on a roof top requires a building permit, triggering the payment of development charges; a field mounted solar farm does not require a building permit and does not trigger the payment of development charges. **The Town of Mono requests an immediate amendment to the Development Charges Act so that the provincial approval of any industrial solar farm will support the collection of municipal Development Charges.**

The Large Procurement application registrations in Ontario this past summer saw 119 registered potential applicants. Of the 119 registrants, 81 were proposed solar developments. Of the 81 solar registrants, only 1 proposed a rooftop application.

The Town has in place environmentally sensitive planning documents and by-laws to ensure protection of its natural environment. Despite these measures, our stakeholders find that provincial suspension of municipal planning controls over large industrial solar developments nullifies municipal environmental directives developed and perfected over many decades. The ongoing sacrifice of farm fields as the preferred and cheapest resource for solar development land is not sustainable; installing industrial-sized energy projects on green fields and arable land in Mono is counter-intuitive to the Province's Green initiatives.

We believe we can achieve our mutual goals without pitting residents of rural communities against private energy developers and against the provincial government, but we need your help to make the necessary adjustments to policy in order to facilitate this.

Ontario has a large and fast growing resource of flat roofs on commercial, institutional, industrial and warehousing buildings. Wasting the roofs of these buildings (situated mostly on former farmlands) in favour of a competitive procurement system which encourages destruction of fresh farmland, is not a sustainable practice for Ontario. Toward this end, the Town of Mono has already installed solar on the roofs of our own municipal buildings and we would like to encourage other municipalities to follow our lead.

Neighbouring towns and regions have huge, industrial "mega" buildings both in development and recently completed containing many large factories, grocery and big box stores providing thousands of acres of roof space, ripe for use. Nearby auto industry factories provide hundreds of acres of flat roof. This is wasted 'land' but a rich potential solar resource; roofs that can provide solar energy in abundance without the aesthetic and environmental disturbance that industrial solar farms bring to rural landscapes.

Ontario needs to recalibrate its Solar Energy strategy from Solar *Farms* to Solar *Roofs*.

Premier, we believe there is a better way to incentivize and attract large solar projects in Ontario.

A good start would be to include a Rooftop Price Adder, providing incentive for solar panels that partner solar developers with commercial and industrial building owners, for rooftop placement of panels.

Secondly the addition of a Municipal Price Adder to encourage municipalities to partner in large solar procurement projects by investing some of their reserves for a higher earnings ratio than simple interest. LAS services, a subsidiary of AMO might be interested in hosting such a program. Unfortunately, the current very simple concept of accepting bids from developers based on the cheapest price per kw, encourages applications for solar development on farmlands, and at the same time disincentives rooftop solar development in Ontario.


A new model where the wasted solar spaces on flat roofs create energy is without conflict of neighboring farm and residential uses, makes business sense and provides an opportunity for

private sector cooperation, partnership and even business goodwill. Most importantly, this approach is sustainable and keeps southern Ontario's limited farmland in farm production. We need to change our thinking.

Premier, we respectfully submit that 'there is a better way'.

Solar Roofs, not Solar Farms.

Yours truly,

A handwritten signature in black ink, appearing to read 'Laura Ryan', with a stylized, cursive script.

Laura Ryan,
Mayor

Copies to:

Minister of Environment and Energy

Minister of Agricultural, Food and Rural Affairs

AMO

ROMA

LAS

BLUEWATER GEOSCIENCE CONSULTANTS INC.

42 Shadyridge Place
Kitchener, Ontario
N2N 3J1

Tel: (519) 744-4123
Fax: (519) 744-1863
E-mail: blemieux@rogers.com

January 21, 2016

The Township of Melancthon
R.R. #6
Shelburne, Ontario
L0N 1S9

Attn.: Ms. Denise Holmes, A.M.C.T., Clerk-Treasurer

Re: Proposal to Provide 2016 Semi-Annual Groundwater Monitoring and Sampling for Melancthon Landfill Site, Melancthon Township, ON.

Denise:

Bluewater Geoscience Consultants Inc. (Bluewater) is pleased to provide this proposal to provide the 2016 semi-annual groundwater monitoring and sampling at the Township of Melancthon landfill site. The monitoring is required to ensure compliance with Ministry of Environment regulations and the terms of the Certificate of Authorization (C of A) issued for the landfill.

Groundwater monitoring has been conducted at the Township landfill site for the past several years. The semi-annual monitoring consists of conducting site inspections in April and October of each year. Groundwater levels will be measured in all 35 monitoring wells installed at the landfill. As outlined in our *Annual Groundwater Monitoring and Sampling Report 2015* we recommend that the 2016 monitoring continue with changes made during 2007.

Groundwater samples will be analyzed for the volatile organic compounds (VOC) parameters once per year, while all other parameters will be analyzed twice per year. For 2016, groundwater and surface water samples will be obtained from 33 locations around the landfill. The groundwater samples will be submitted to an accredited laboratory for analysis of VOC's (once per year), heavy metals and general groundwater chemistry (twice per year) parameters. The results of the completed ground/surface water analyses are compared to the appropriate Ontario Drinking Water Standards and/or MOE Reasonable Use Policy objectives for the landfill to ensure compliance with those standards. The results of the semi-annual monitoring are compiled in an annual report prepared by Bluewater on behalf of the Township and then submitted to MOE for review.

During the Spring and Fall monitoring events, headspace methane concentrations will be measured at all well locations. The results will be tabulated in the final report and comments offered regarding the methane monitoring findings.

BLUEWATER GEOSCIENCE

ACT 1

FEB 04 2016

The monitoring and sampling price for 2016 can be held at the 2015 rate of \$21,700.00 (+ HST).

As with previous years, the project will be billed in 50% increments; upon completion of the April monitoring and at year end. Any additional work requested by the Township beyond the scope of work detailed above will be billed at our standard unit rates.

If you have any questions regarding this proposal, please feel free to contact the undersigned at your convenience.

If you are in agreement with the terms of this proposal, please sign the authorization form below as our written agreement and return to our office (fax: 519-744-1863).

Sincerely,
BLUEWATER GEOSCIENCE CONSULTANTS INC.



Breton J. Lemieux, M.Sc., P.Geo., QP
President, Senior Geoscientist

Date: January 21, 2016

Having read the above document, I am in agreement with the terms and conditions as detailed. I have the authority to bind the Corporation.

Signed: _____ Date: _____

**RE: Denise Holmes, Township of Melancthon, 2016 Semi-Annual Landfill
Groundwater Monitoring & Sampling Proposal**

Denise Holmes

From: Scherzer, Randy <Randy.Scherzer@grey.ca>
Sent: Thursday, January 21, 2016 11:53 AM
To: Martell, Raylene; bruce.curtis@ontario.ca; ngarland@grandriver.ca; Denise Holmes; clerk@dufferincounty.ca; bruce_grey@bgcdsb.org; communications@bwdsb.on.ca; Paul.remisch@canadapost.ca; zsolt.katzirz@ontario.ca
Cc: Kris Menzies (kmenzies@mhbcplan.com); Planning, Southgate; Jennifer.GrahamHarkness@ontario.ca; David.Secord@ontario.ca; Michael.Nadeau@ontario.ca; nazy@flatogroup.com
Subject: Flato East - 42T-2015-05 - Notice of Complete Application and Request for Comments.
Attachments: Flato East Request for Comments.pdf; Flato East Notice of Complete Application.pdf

Good morning,

Please find attached a notice of complete application and request for comments regarding a proposed plan of subdivision in the Township of Southgate located within the Dundalk settlement area designation. The County is requesting any comments that you may have by March 4, 2016. A hard copy of the notice and request for comments will also follow in the mail.

Supporting studies and a copy of the draft plan can be found on the County website at the following link:

<http://www.grey.ca/services/planning-development/new-planning-applications/flato-east-subdivision/>

Once a Public Meeting has been scheduled, the Township of Southgate will be sending out a Public Meeting notice.

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

Thanks,
Randy

Randy Scherzer

Director of Planning

Grey County

595 9th Avenue East

Owen Sound, ON N4K 3E3

Phone: +1 519-372-0219 ext. 1237

Fax: +1 519-376-7970

Randy.Scherzer@grey.ca

<http://www.grey.ca>

<http://www.visitgrey.ca>

<http://www.greyroots.com>



January 21, 2016

To: Saugeen Ojibway Nation - Environmental Office
Six Nations of the Grand River
Metis of Ontario
Historic Saugeen Metis
Township of Southgate
Ministry of Municipal Affairs and Housing
Grand River Conservation Authority
Department of Fisheries and Oceans
County of Grey Transportation Services
Ministry of Transportation Ontario – London Office
Township of Melancton
County of Dufferin
Bruce Grey Separate School Board
Blue Water District School Board
Canada Post
Bell Canada
Rogers Communications
Ontario Power Generation Inc.
Hydro One
Union Gas
Grey Bruce Health Unit

Applicant: Flato Dundalk Meadows Inc. c/o Shakir Rehmatullah

Legal Description: Part of Lots 233 and 234, Concession 1, Township of Southgate (geographic Township of Proton)

File Number: 42T-2015-05 – Flato East

Please find attached Notice of Complete Application for a proposed Plan of Subdivision. The proposed Plan of Subdivision would create a total of 496 residential units, consisting of 302 single detached units and 194 multi-residential units on a 40.22 hectare parcel of land. Proposed access would be from Highway 10 as well as through a draft approved subdivision to the west known as Flato West (42T-2006-10). The subject lands are designated as Primary Settlement Area and Hazard Lands in the County Official Plan. Local Official Plan Amendment No. 14 (LOPA 14) which has been adopted by the Township of Southgate is currently before the County for a decision.

LOPA 14 if approved would redesignate the subject lands as Neighbourhood Area and Hazard Land which would permit the proposed plan of subdivision. A zoning by-law amendment application has also been submitted to the Township of Southgate.

Paper copies of the background reports and technical studies have not been enclosed in this circulation, as all materials are available for viewing and can be downloaded online. Information pertaining to the Plan of Subdivision can be accessed at:

<http://www.grey.ca/services/planning-development/new-planning-applications/flato-east-subdivision/>

In addition to the documents identified above, a Hydrogeological Assessment (including Water Balance) is currently being completed by the Applicant's consultant and will be submitted in the near future. A Stage 2 Archaeological Assessment will also be completed in the next several months. Once these two studies have been submitted to the County, notification will be sent out informing when the studies will be available to view/download on the County website.

If you would prefer a paper copy, or a compact disc of the materials, please contact me at the address below and I can have them sent along.

The County of Grey would ask that you have any comments back to the County by 4:30pm on **March 4th, 2016**. Please advise County staff if this date does not work for you.

Should you have any questions regarding the proposed plan of subdivision, please do not hesitate to contact me at 519-372-0219 extension 1237 or randy.scherzer@grey.ca

All comments should be forwarded by either email to planning@grey.ca or mail to the Planning & Development office, County Administration Building, 595-9th Avenue East, Owen Sound Ontario N4K 3E3 or, by fax to 519-376-7970.

Thank you.

Randy Scherzer
Director of Planning

Encl.

NOTICE OF COMPLETE APPLICATION FOR A PLAN OF SUBDIVISION APPLICATION

TAKE NOTICE that the Planning and Community Development Committee of the Corporation of the County of Grey has received an application for approval of a Plan of Subdivision and deemed it to be a complete application.

The proposed Plan of Subdivision (County File# 42T-2015-05) is located at:

Part of Lots 233 and 234
Township of Southgate (Geographic Township of Proton)

The proposed Plan of Subdivision application proposes to create a total of four hundred and ninety six (496) residential units consisting of 302 single detached units and 194 townhouse units on approximately 40.2 hectares of land. A Key Map is provided to show the location of the lands to which the proposed Plan of Subdivision pertains. Please note that the Applicant has also submitted a zoning by-law amendment application which will be processed by the Township of Southgate. Local Official Plan Amendment (LOPA) 14 to the Township of Southgate Official Plan also applies to the subject lands. LOPA 14 has been adopted by the Township and has been submitted to the County of Grey for approval.

IF AND WHEN A PUBLIC MEETING is scheduled, you will be notified in accordance with Provincial regulations.

ADDITIONAL information relating to the proposed Plan of Subdivision may be obtained by contacting the County or by visiting:

<http://www.grey.ca/services/planning-development/new-planning-applications/flato-east-subdivision/>

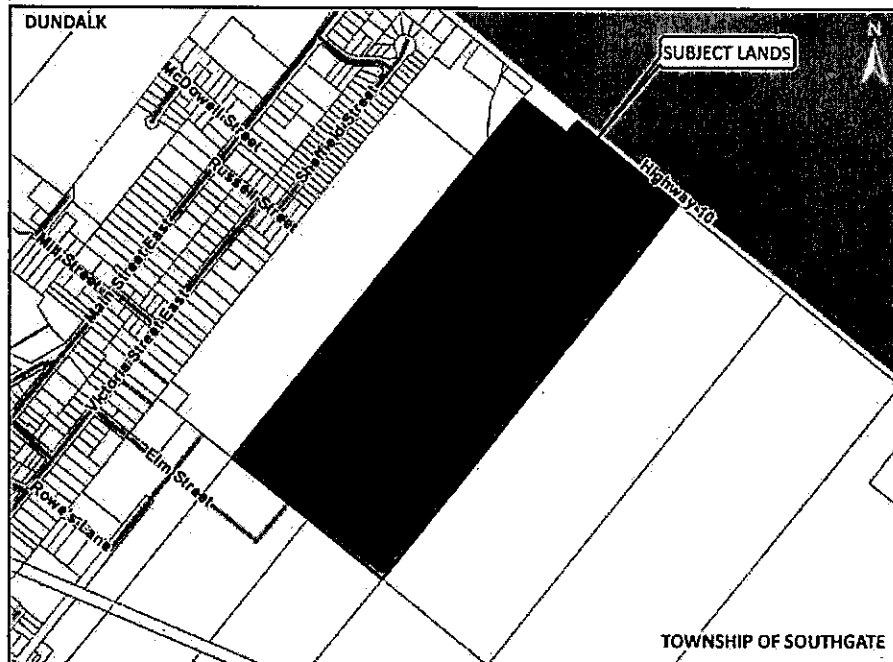
The file is also available for public inspection between the times of 8:30 AM and 4:30 PM at the office address listed below.

IF YOU WISH TO BE NOTIFIED of the decision of the County of Grey in respect of the proposed Plan of Subdivision, you must make a written request to the County of Grey at the address listed below.

DATED AT Owen Sound this 21st day of January, 2016

County of Grey
595 9th Avenue East,
Owen Sound, Ontario, N4K 3E3
Phone: 519-372-0219 extension 1237
Toll Free: 1-800-567-4739 Fax: 519-376-7970

KEY MAP



Denise Holmes

From: McCredie, Tristin (MAH) <Tristin.McCredie@ontario.ca>
Sent: Wednesday, January 27, 2016 8:54 AM
Cc: Lomas-Jylha, Tammy (MAH)
Subject: MOECC Posting of a Proposed Excess Soil Management Policy Framework

Good morning everyone,

The Ministry of the Environment and Climate Change (MOECC) has completed its Environmental Bill of Rights review of the need for excess soil related policy.

MOECC have concluded that a clarified and improved policy framework is necessary to support implementation of the directions set out in MOECC's existing "*Management of Excess Soil – A Guide for Best Management Practices*" (BMP).

Based on the results of the review, the province has developed a proposed **Excess Soil Management Policy Framework** which is now posted for a 60 day period on the Environmental Bill of Rights Registry (Registry # 012-6065) at www.ebr.gov.on.ca.

To review the proposed policy framework and to provide comments please see the posting here: <https://www.ebr.gov.on.ca/ERS-WEB-External/displaynoticecontent.do?noticeId=MTI2OTM0&statusId=MTkxNjU3&language=en>.

Please pass this along to the appropriate staff members and advise that the comment period will close on Saturday, March 26, 2016.

Thank you,

Tristin McCredie

Municipal Advisor

Municipal Services Office – Central Region, Ministry of Municipal Affairs and Housing

777 Bay Street, 13th Floor, Toronto, Ontario

T: 416-585-7356 or 1-800-668-0230

Email: tristin.mccredie@ontario.ca

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca

Message Score: 1

High (60): Pass

From: tristin.mccredie@ontario.ca

My Spam Blocking Level: High

Medium (75): Pass

Low (90): Pass

[Block](#) this sender

[Block](#) ontario.ca

This message was delivered because the content filter score did not exceed your filter level.



Environmental Registry
Registre environnemental



Ontario

[Government of Ontario](#)

[Site Map](#)

[Français](#)

[About the Registry](#) | [Search](#) | [How do I ...?](#) | [MyEBR](#) | [FAQs](#) | [Links](#) | [Contact Us](#) | [Home](#)

Policy Proposal Notice:

Title:

Excess Soil Management Policy Framework

EBR Registry Number: 012-6065

Ministry:

Ministry of the Environment and Climate Change

Date Proposal loaded to the Registry:

January 26, 2016

Keyword(s): [Brownfields](#) | [Land](#) | [Zoning](#) | [Land use planning](#) | [Conservation](#) | [Aggregates](#) | [Waste](#)

Comment Period: 60 days: submissions may be made between January 26, 2016 and March 26, 2016.

Description of Policy:

The Ministry of the Environment and Climate Change is engaging Ontarians on an Excess Soil Management Policy Framework ("proposed framework") that proposes a path forward and guiding principles for the development of policy related to the management of excess soil.

The proposed framework embraces two key goals to:

1. protect human health and the environment from the inappropriate relocation of excess soil; and
2. enhance opportunities for the beneficial re-use of excess soil.

The proposed framework also includes:

- principles to guide policy and program development;
- a description of existing policy and current roles and responsibilities; and
- policy needs, actions and priorities.

The proposed framework recognizes excess soil as a resource and promotes a system which strives for consistency, fairness, enforceability, and flexibility.

The framework would shift more responsibility onto the generator of excess soil (the source site) to better plan for its appropriate re-use and track and record excess soil from "source to reuse". This type of policy shift would be achieved through proposed new regulatory requirements on source sites to prepare and implement excess soil management plans, certified by a Qualified Person. These excess soil management plans could be integrated into existing land use planning and development approval processes.

Currently, a number of policy tools can apply in varying degrees to the management of excess soil at receiving sites, such as municipal by-laws, conservation authority permits and/or Aggregate Resources Act licences. This framework proposes to fill a need for clear policies and guidance for receiving sites with respect to management and oversight to better inform and achieve consistency in the application of these policy tools. The framework also proposes development of guidance for the agricultural community to manage excess soils being received for agricultural purposes.

In order to achieve consistency at source and receiving sites, the framework proposes that technical direction, including standards for re-use of excess soil, be prepared by the province, as well as best practices for tracking excess soil.

Excess soil re-use would be considered earlier on in the process of planning for

Contact:

All comments on this proposal must be directed to:

Atif Durrani
Senior Policy Advisor
Ministry of the Environment and Climate Change
Integrated Environmental Policy Division
Land and Water Policy Branch
135 St. Clair Avenue West
Floor 6
Toronto Ontario
M4V 1P5
Phone: (416) 314-3888

To submit a comment online, click the submit button below:

[Submit Comment](#)

Additional Information:

The following government offices have additional information regarding this Proposal. To arrange a viewing of these documents please call the Ministry Contact or the Office listed below.

Land and Water Policy Branch
135 St. Clair Avenue West
Floor 6
Toronto Ontario
M4V 1P5

development and infrastructure. Municipalities would be encouraged to develop strategies for re-use of excess soil as part of planning for growth and development.

Further policy alignment and consistent application across the province could be achieved through potential amendments to relevant legislation and plans. Several of these are currently under review, including the Municipal Act, Conservation Authorities Act, the Aggregate Resources Act, and the coordinated review of provincial plans. Clarification and alignment would also be achieved through consideration of potential amendments to existing regulations related to brownfields redevelopment and inert fill as it applies to excess soil, both under the Environmental Protection Act.

The proposed framework recognizes that excess soil management is a matter that crosses the interests and policies of multiple ministries and levels of government. It also recognizes the expertise and role of industry and non-governmental organizations. The implementation of the framework would be informed by advice and input from a multi-ministry and multi-stakeholder working group. This would include investigating approaches to program delivery, e.g. like the United Kingdom's CL:AIRE model, that promote market mechanisms to encourage the reuse of excess soil.

Purpose of Policy:

MOECC, along with supporting Ministries, is consulting on an enhanced policy framework for excess soil management in Ontario. This proposed framework would support implementation of the directions set out in MOECC's existing BMP and would build upon the existing policy tools that relate to excess soil management. It would also recognize and build upon the recent efforts of many organizations to implement effective sustainable excess soil management practices. The proposed framework embraces two key goals to:

1. protect human health and the environment from the inappropriate relocation of excess soil; and
2. enhance opportunities for the beneficial re-use of excess soil.

The purpose of this posting is to describe and invite comments on the proposed framework.

The proposed framework outlines improvements in existing policy and the development of new policy. It recognizes that movement of excess soil supports critical economic and development activities, and must take into account the roles and responsibilities of all parties involved in the oversight of excess soil and be designed to integrate with business practices to facilitate successful implementation.

The feedback will help inform amendments to existing policy tools, a new regulation under the Environmental Protection Act, and development of new guidance and best practices.

Public Consultation:

This proposal has been posted for a 60 day public review and comment period starting January 26, 2016. If you have any questions, or would like to submit your comments, please do so by March 26, 2016 to the individual listed under "Contact". Additionally, you may submit your comments on-line.

All comments received prior to March 26, 2016 will be considered as part of the decision-making process by the Ministry if they are submitted in writing or electronically using the form provided in this notice and reference EBR Registry number 012-6065.

Please Note: All comments and submissions received will become part of the public record. You will not receive a formal response to your comment, however, relevant comments received as part of the public participation process for this proposal will be considered by the decision maker for this proposal.

Phone: (416) 314-6383

The documents linked below are provided for the purposes of enhancing public consultation. All links will open in a new window

1. [Proposed Excess Soil Management Policy Framework](#)

2. [Management of Excess Soil – A Guide for Best Management Practices – 2014](#)

Add Notice into My Watch List

The materials on this web site are protected by Crown copyright. You may copy and re-distribute any of the Environmental Bill of Rights information on this web site provided that the contents remain unchanged and the source of the contents is clearly referenced. You are not permitted to alter or add to the contents.

[ONTARIO HOME](#) | [CONTACTS](#) | [HELP](#) | [SITEMAP](#) | [FRANÇAIS](#)



This site is maintained by the Government of Ontario, Canada.

[PRIVACY](#) | [IMPORTANT NOTICES](#)

Copyright information: © [Queen's Printer for Ontario, 1994-2016](#)

PROPOSED
EXCESS SOIL MANAGEMENT
POLICY FRAMEWORK



Ontario

TABLE OF CONTENTS

1.0 INTRODUCTION.....	3
1.1 CONTEXT.....	3
1.2 ENVIRONMENTAL BILL OF RIGHTS REVIEW	4
2.0 NEED FOR A REVISED POLICY FRAMEWORK.....	6
2.1 SUMMARY OF FINDINGS FROM ENGAGEMENT.....	6
2.2 SUMMARY OF FINDINGS FROM RESEARCH	7
3.0 POLICY FRAMEWORK APPROACH.....	9
4.0 GOALS AND PRINCIPLES.....	14
5.0 POLICY NEEDS AND ACTIONS.....	15
1. SOURCE SITES.....	16
2. INTERIM SITES.....	18
3. RECEIVING SITES	20
4. TECHNICAL STANDARDS	23
5. PLANNING FOR RE-USE OPPORTUNITIES.....	25
6. INTEGRATION AND IMPLEMENTATION	26
6.0 PRIORITIES AND TIMELINE	29
7.0 QUESTIONS FOR CONSIDERATION.....	31
8.0 APPENDICES	32
8.1 EXISTING POLICY.....	32
8.2 SUMMARY OF SELECT OTHER JURISDICTIONS.....	34
8.3 SUMMARY OF KEY ISSUES HEARD.....	36
8.4 GLOSSARY OF FREQUENTLY USED TERMS	39

1.0 INTRODUCTION

1.1 CONTEXT

Excess soil is a result of intensive land development across the province. While cities continue to grow, proper *excess soil management* is necessary to protect human health and the environment.

Managing excess soil in a responsible way is integral to building sustainable communities. Improper management can result in impacts to ground or surface water quality and/or quantity, natural areas and agricultural lands, and cause a number of local issues including concerns regarding noise, dust, truck traffic, road damage, erosion, drainage and other social, health and environmental concerns.

The Growth Plan for the Greater Golden Horseshoe, under the Places to Grow Act, 2005, and the Provincial Policy Statement, 2014 under the Planning Act encourages the redevelopment of brownfield sites and intensification of urban areas. Redevelopment of brownfield sites (those with former industrial or commercial activities) can also generate *excess soil*, with potentially elevated levels of contaminants. As urban areas intensify, opportunities to re-use soil on-site become limited which results in *excess soils* needing to be transported from the redeveloped sites.

Development of infrastructure, such as transit systems, may also generate *excess soil*.

Management of *excess soil* is a growing concern in the Great Toronto Area (GTA) and rural municipalities surrounding the GTA. The issue has received media attention with a focus on illegal dumping of soil, site alteration by-laws, commercial *fill* operations, tracking *excess soil*, concern over the quality of *excess soil*, and protection of the environment, water, and agriculture.

The way *excess soil* is managed and disposed of also impacts greenhouse gas emissions. Annually, thousands of trucks move *excess soil* around the province emitting

What is excess soil?

Excess soil is soil that is excess to requirements at a construction or development site or project ("source site"); it is not needed on the source site after it is excavated and must be moved to a new, off-site, location. Soil remaining within a project site is not considered *excess soil* (see glossary – Section 8.4 - for more detailed definitions of *italicized terms*).

greenhouse gases. Local re-use of *excess soil* can reduce these greenhouse gas emissions.

While existing legislation, regulation, by-laws and policies address different aspects of *excess soil management* such as waste approvals for *soil processing sites*, records of site condition for brownfields redevelopment sites, and municipal permits under site alteration by-laws – see **Appendix 8.1** for more information), there is no overall policy framework for the management of *excess soil*.

In January 2014, the Ministry of the Environment and Climate Change (MOECC) released a guide titled the “*Management of Excess soil – A Guide for Best Management Practices*” (BMP). This BMP sets out the province’s expectations for all those managing soil and encourages the *beneficial reuse* of *excess soil* in a manner that promotes sustainability and the protection of the environment. It assists those managing *excess soil*, particularly when the *excess soil* may be affected by contamination, and in preventing and mitigating the potential for adverse effects. The BMP encourages re-use of soil and provides guidance on managing *excess soil* at the site where it is excavated, during its transportation and where it is received.

Many organizations in Ontario are working to improve the management of *excess soil* through their own activities (including industry best management practices, conservation authority guidelines, municipal pilot projects, qualified person guidance and soil matching programs). The province developed the proposed Excess Soil Policy Framework to protect human health and the environment from inappropriate relocation of *excess soil* and enhance opportunities for the beneficial reuse of *excess soil*.

1.2 ENVIRONMENTAL BILL OF RIGHTS REVIEW

In January 2014, the Ministry of the Environment and Climate Change accepted to undertake a review of *excess soil management* in response to an Environmental Bill of Rights (EBR) application of November 2013.

The application for review requested “*a review of the need to establish a new comprehensive, province-wide policy to address the problem of compromised soil*”. The applicants stated that they were concerned about the impacts of what they termed “*compromised soil*” from urban development to health and safety and the environment. They also stated that current rules related to *excess soil* were a “*patchwork*” with a lack of oversight and called for leadership to ensure “*compromised soil is disposed of properly*.” They also asked for a multi-ministry approach, including involvement from the Ministry of Municipal Affairs and Housing.

The EBR review supports a provincial commitment made in Ontario's Great Lakes Strategy to “*develop a policy framework for soil management, including encouragement of best management practices to support the re-use of excess soil for beneficial uses, as long as it can be done in a way that protects human health and the environment*.”

Further, this issue was recognized in the Ontario legislature. In December, 2014, a motion received all party support for the government to “...consider the development of a strategy for disposing of [excess soil] in a sustainable and environmentally conscious fashion”.

The EBR review also assessed whether certain aspects of MOECC’s BMP required additional policy to support its implementation and address any policy gaps.

As part of undertaking the review, the MOECC convened a multi-ministry working group, consisting of Ministries of Municipal Affairs and Housing; Natural Resources and Forestry; Agriculture, Food and Rural Affairs; and the Ministry of Transportation, Economic Development, Employment and Infrastructure and Tourism, Culture and Sport. This group helped inform the findings of the review and will continue to work together to develop the solutions needed to implement the recommendations of the review.



Listening sessions on the application for review were held in the fall 2014, including:

- Two sessions with a wide range of municipalities
- Agricultural and rural community sectors
- Select Conservation Authorities and Conservation Ontario
- Ontario Environment Industry Association
- Residential and Civil Construction Alliance of Ontario
- Ontario Sand, Stone and Gravel Association
- Municipal Engineers Association
- Association of Professional Geoscientists / Professional Engineers Ontario
- Ontario Waste Management Association
- Brownfield stakeholders, the development sector, and government agencies including Infrastructure Ontario and Metrolinx
- Local community and environmental groups

First Nations were informed about the review and a meeting was held with those that expressed interest.

The MOECC and other ministries re-engaged select representatives in Fall 2015 to validate and discuss preliminary findings and outline the general elements of the proposed framework (see **Appendix 8.3** for a list of what was heard in these sessions). The conclusion from these sessions is that there is wide support for the proposed approach.

2.0 NEED FOR A REVISED POLICY FRAMEWORK

The province consistently heard that the current system for oversight and management of *excess soil* requires stronger direction and clear and enforceable rules which clearly identify the roles and responsibilities as *excess soil* is generated and then moved from a *source site* to a final *receiving site*.

2.1 SUMMARY OF FINDINGS FROM ENGAGEMENT

Through stakeholder engagement, it was assessed that *excess soil management* policy could be clarified and improved, and that some new policies may be warranted, including a need for:

- **greater responsibility by owners of *source sites*** that generate *excess soil* to ensure that their *excess soil* reaches appropriate *receiving sites*
- **clearer roles and responsibilities** amongst all who manage or provide an oversight role in the management of *excess soil*
- **filling specific gaps in receiving site oversight and new guidance to promote better oversight at *receiving sites***, including to inform municipal by-laws,
- **greater clarity of existing regulations** such as brownfields-related requirements and inert fill provisions clarifying when *excess soil* must be managed as a “waste”
- **enhanced enforcement mechanisms and tools** to address illegal activities
- **clearer technical guidance and direction** with respect to *excess soil* re-use standards and testing procedures, to assist technical professionals, to integrate into oversight policies, and to help ensure *excess soil management* is protective of human health and the environment
- **better tracking and record keeping** of *excess soil* movements to confirm that *excess soil* reaches intended *receiving sites* and to facilitate oversight
- **protection of sensitive areas of provincial and local interest**, including natural heritage and hydrologic features and functions, farmland, and significant cultural heritage landscapes and archaeological resources
- **greater consideration of *excess soil management* when planning** for development and infrastructure projects, to better plan for appropriate *excess soil* re-use and to identify and promote local re-use opportunities for *excess soil*

By improving these areas, the province could further strengthen environmental protection and provide greater confidence in the proper management of *excess soil*.

2.2 SUMMARY OF FINDINGS FROM RESEARCH

Further reviews and assessments have informed the need for policy. Key research findings indicate:

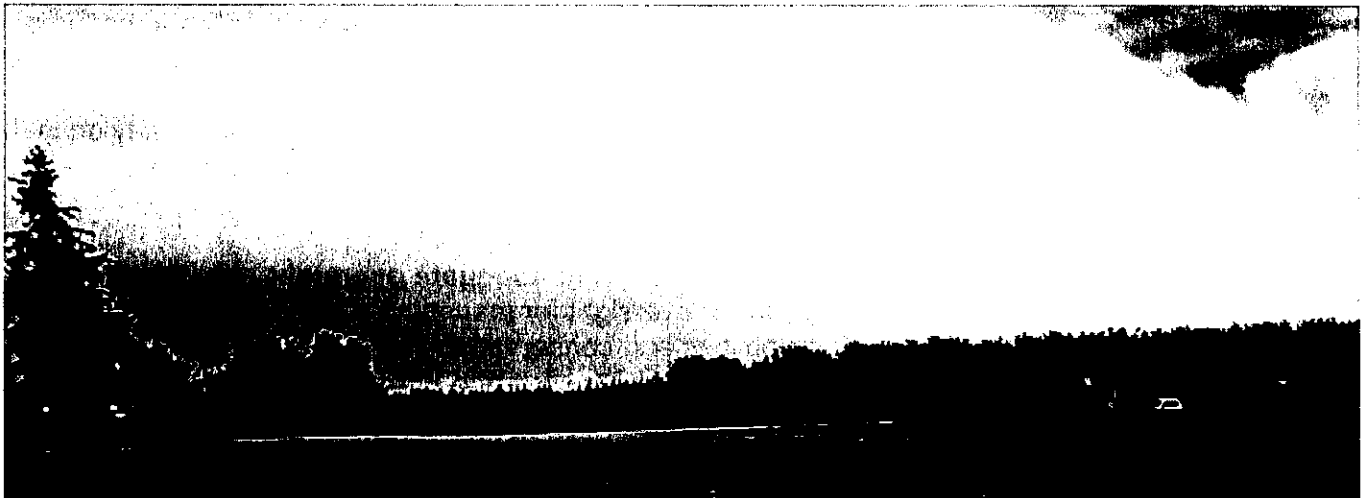
- **Ontario could learn from approaches in other leading jurisdictions:** Other jurisdictions including the United Kingdom (CL:AIRE), Quebec, the Netherlands and some US states, such as Massachusetts, employ a range of approaches and a variety of tools to provide oversight to the management of *excess soil*. These approaches range from extensive government oversight through regulation, tracking, and planning for re-use to more flexible and voluntary approaches allowing industry to self-regulate and agreed upon codes of practice (see **Appendix 8.2** for more information).

Key lessons learned from these jurisdictions include the need for:

- Clearly articulated goals and principles to guide governments, local authorities and industry
 - Rules around tracking of *excess soil* to improve compliance, garner public confidence and allow for transparency
 - Clear roles and responsibilities for those who manage *excess soil*, whether it be industry, government or qualified persons
 - Standards to allow for the *beneficial reuse* of *excess soil* as a resource, while protecting sensitive areas and clearly articulating when *excess soil* is a waste
 - Greater *source site* responsibility, including better planning early on in the development planning process to encourage *excess soil* re-use and minimize the need to move *excess soil*.
- **Existing policy tools do not provide adequate oversight over the life cycle of *excess soil*:** The current oversight for managing *excess soil* focuses on *receiving sites*. Municipalities and conservation authorities are the main permitting bodies for these *receiving sites* through site alteration by-laws under section 142 of the Municipal Act and regulations made under section 28 of the Conservation Authorities Act. Excess soil may also be received at sites overseen by other legislation such as the Aggregates Resources Act or landfills under the Environmental Protection Act. Generally, the MOECC may respond to incidents of mismanagement of *excess soil* if there are complaints of illegal dumping of waste or of potential adverse effects under the Environmental Protection Act. Existing policy tools are not clear regarding *source site* responsibility, and the

policy tools providing authority for oversight of receiving sites leave some gaps in authority.

- **Excess soil from “brownfield” sites could be better tracked:** The MOECC reviewed Records of Site Condition (under O. Reg. 153/04 of the Environmental Protection Act). Records of Site Condition are required to be filed when a property use changes from a lesser to more sensitive use (e.g. industrial use to residential). In its analysis the MOECC found that many of these properties are a source of *excess soil*. While the regulation requires information on soil moving on to these properties, there are no requirements or records of where *excess soil* may be going once it leaves these properties. Since this *excess soil* may be leaving properties which once had industrial or commercial uses, it is important for it to be managed properly and tracked.
- **Municipal site alteration by-laws could benefit from additional guidance to promote better oversight:** Many municipalities have recently updated their by-laws to assist in the management of *excess soil*. These by-laws often vary in scope based on local challenges, with some adopting strong municipal control and restrictions and others allowing for *fill* placement under differing degrees of oversight. Some of these by-laws incorporate MOECC soil quality standards for Records of Site Condition and others do not. Similarly, some allow for recovery of costs of oversight through revenue and others do not. They also incorporate a variety of rules to provide oversight to other matters associated with the management of *excess soil*, including noise, truck traffic and dust. The varying approaches has resulted in the movement of *excess soil* to those jurisdictions with limited capacity to deal with the issue and/or less stringent requirements.



- **There is confusion about what standards should apply to the movement of excess soil and when excess soil is “inert fill”:** In the absence of provincial direction on standards for *excess soil* movement, brownfields standards are being applied. However, these standards were not developed to be used in relation to *excess soil* movement. The models used to develop these standards

are based on potential spill scenarios that may have occurred at a property where a Record of Site Condition is to be filed and were not designed to deal with large amounts of fill from many locations being deposited at a particular property.

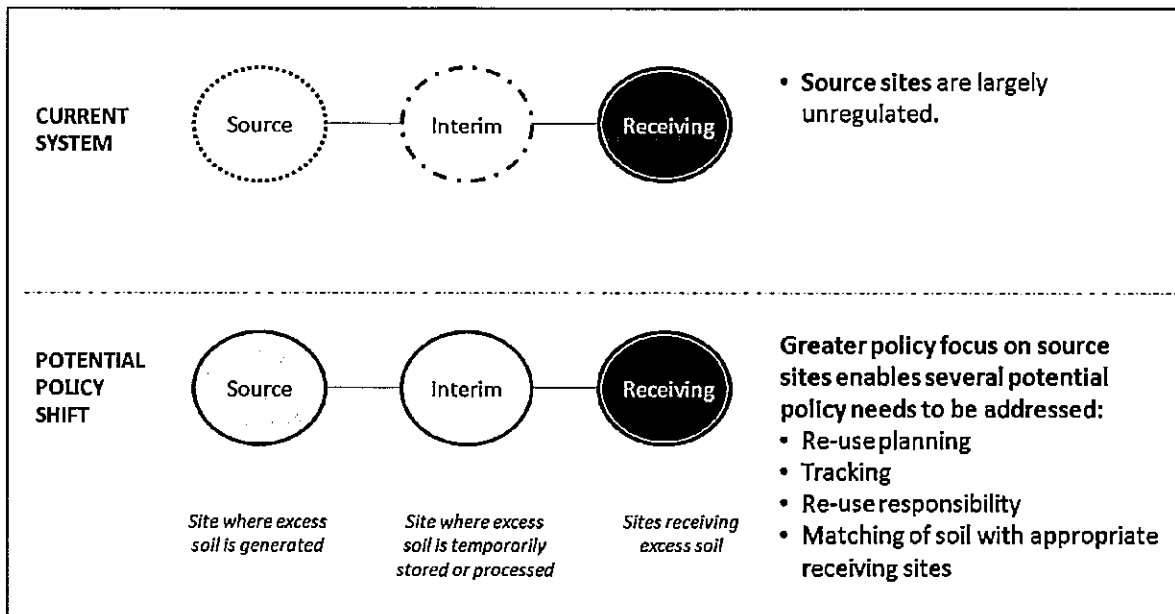
Regulation 347 under the EPA (Waste Management – General) designates “inert fill” as a waste and then goes on to exempt “inert fill” from the waste management requirements under Part V of the EPA. “Inert fill” is defined as “earth or rock fill or waste of a similar nature that contains no putrescible materials or soluble or decomposable chemical substances”. Currently generators of *excess soil* must decide whether their *excess soil* meets the definition of inert fill but there are no clear means to make this determination.

- **Approvals for processing sites could be clarified:** The MOECC reviewed Environmental Compliance Approvals for soil processors and mobile soil processors and found that since 1993 approximately six applications have been approved, with two pending approvals for 2015. The MOECC found that older approvals had differing approaches related to the management of *excess soil*, with newer ones being more consistent and taking into account the MOECC’s January 2014 BMP.
- **There is a general lack of information about the amount and quality of *excess soil* being managed in Ontario:** The Residential and Civil Construction Alliance of Ontario (RCCAO) estimates that approximately 20 million cubic metres of *excess soil* is excavated annually from construction sites from 2008 to 2010. However these figures are based on broad assumptions and the actual movement of *excess soil* is largely unknown. Similarly the quality of the *excess soil* moving in Ontario is largely unknown.

3.0 POLICY FRAMEWORK APPROACH

This document outlines a proposed policy framework and proposed actions under that framework.

The proposed policy framework embraces an approach that puts materials, like *excess soil*, back into the system so that they can be reused, when safe to do so. To achieve this, it is necessary to move toward a system that better provides for life-cycle management, with greater responsibility placed on the *source sites* of *excess soil*. This approach recognizes that the generators of *excess soil* are in the best position to support its reuse.



The current oversight for managing *excess soil* focuses on *receiving sites*. The province heard about the need for generators of *excess soil* to be more responsible for proper management, including ensuring that soil reaches an appropriate receiving site. Greater source site responsibility also enables proper planning for re-use of *excess soil*; better tracking of *excess soil* movements; and matching of *excess soil* with appropriate *receiving sites*.

Under the new proposed framework *source sites* would be responsible for characterizing their *excess soil*, tracking it, and verifying that their *excess soil* reaches an appropriate destination. They would also be encouraged to re-use *excess soil* wherever appropriate, minimizing the need to move *excess soil* in the first place. Together, these requirements would help enhance due-diligence at both *source sites* and *receiving sites*.

Building on and Enhancing Existing Tools

Under the proposed framework, *excess soil management* and oversight would continue to be provided at *receiving sites* through existing permitting authorities, including municipalities and conservation authorities. This approach recognizes the local knowledge of public bodies, the value of these tools and bodies to address local concerns and the efforts they have put in to date to deal with the issue. Under this framework, the province would provide technical guidance to help municipalities and others impose appropriate conditions on sites that receive *excess soil*.

The approach will include a combination of a few critical new policy tools; consider potential amendments to enhance and clarify existing policy tools; and provide guidance to clarify application of existing tools under the framework.

Enforceable policy tools that are part of the proposed framework are noted in the table below:

SOURCE SITES	INTERIM SITES	RECEIVING SITES
<ul style="list-style-type: none"> NEW regulation on excess soil management Regulation 347, if considered waste 	<ul style="list-style-type: none"> Municipal Act (bylaws) Environmental Compliance Approvals for soil processing sites 	<ul style="list-style-type: none"> Municipal Act (bylaws) Conservation Authority Act Ontario Regulation 153/04 – records of site condition Aggregate Resources Act Environmental Compliance Approvals for land fill sites Environmental Protection Act – no adverse effect provisions

Other requirements would be set out in other regulatory tools, such as the Building Code (applicable law) and Planning Act approvals where relevant.

Many guidance documents also exist that could be updated to help inform use of these regulatory tools such as:

- MOECC's BMP
- Ontario provincial standards (OPSS180 / 1010)
- RCCAO (Industry) BMP

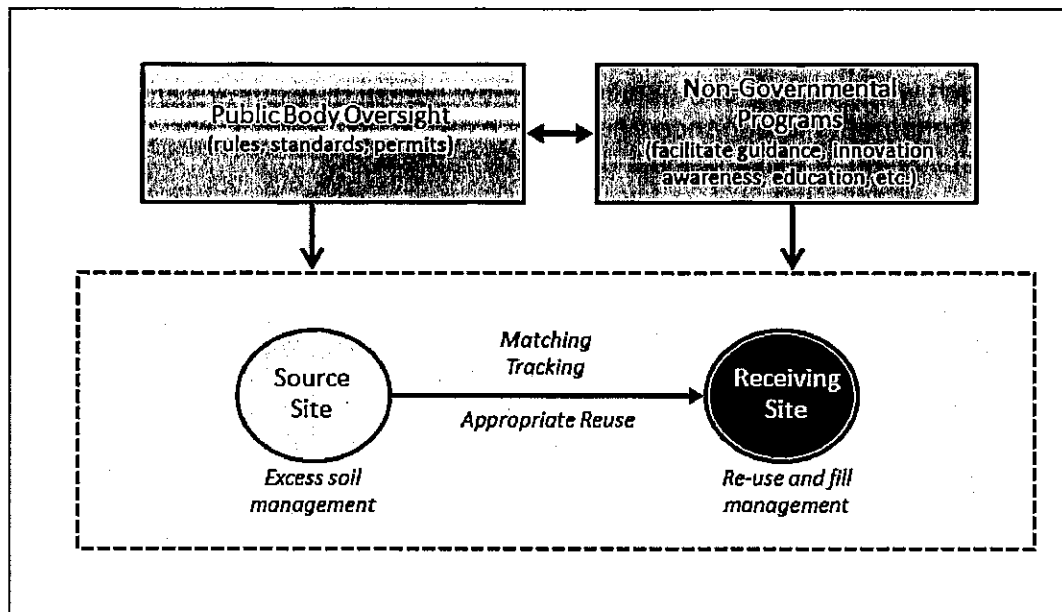
Clarifying Roles and Responsibilities

Under the proposed framework, roles and responsibilities would be clarified. The provincial role will be established through a multi-ministry approach. Ministries will enable and facilitate, and in some cases provide oversight and implement, sustainable excess soil management. All ministries will facilitate engagement with interested parties in relation to their mandate.

The province recognizes that municipalities, conservation authorities and other public bodies have multiple responsibilities with roles in oversight, planning for re-use and implementation.

Industry and non-governmental organizations will help in the development of programs to facilitate innovative approaches to soil re-use, use of best practices, compliance and raising awareness, as illustrated in the diagram below:

Key roles are described below:



Ministry of the Environment and Climate Change

- minimum regulatory requirements for generators of excess soil
- technical guidance to facilitate consistency in oversight, management and re-use, and general excess soil best practices
- clarification and enforcement of Environmental Protection Act and associated regulations, e.g. no adverse effect, waste provisions, brownfields regulations
- integration of excess soil management requirements into relevant approvals, as appropriate, e.g. processing sites

Ministry of Municipal Affairs and Housing

- guidance and educational materials to support municipalities, e.g. use of municipal by-laws, land use planning and development approvals
- authority for municipal by-laws; provide for integration with other planning and development regulatory tools, as appropriate

Ministry of Natural Resources and Forestry

- legislative authority for conservation authorities and associated regulations
- integration of excess soil management requirements into relevant approvals, as appropriate, e.g. aggregate resource licenses and permits

Ministry of Transportation

- implement best practices for highway construction

Ministry of Agriculture, Food and Rural Affairs

- promotion of best practices for farmers

Municipalities and Conservation Authorities

- oversight of *receiving sites*, and integrating provincial guidance into municipal by-laws and conservation authority permissions, as appropriate

- integrate sustainable excess soil management as appropriate into planning and development decisions and infrastructure decisions and contracts

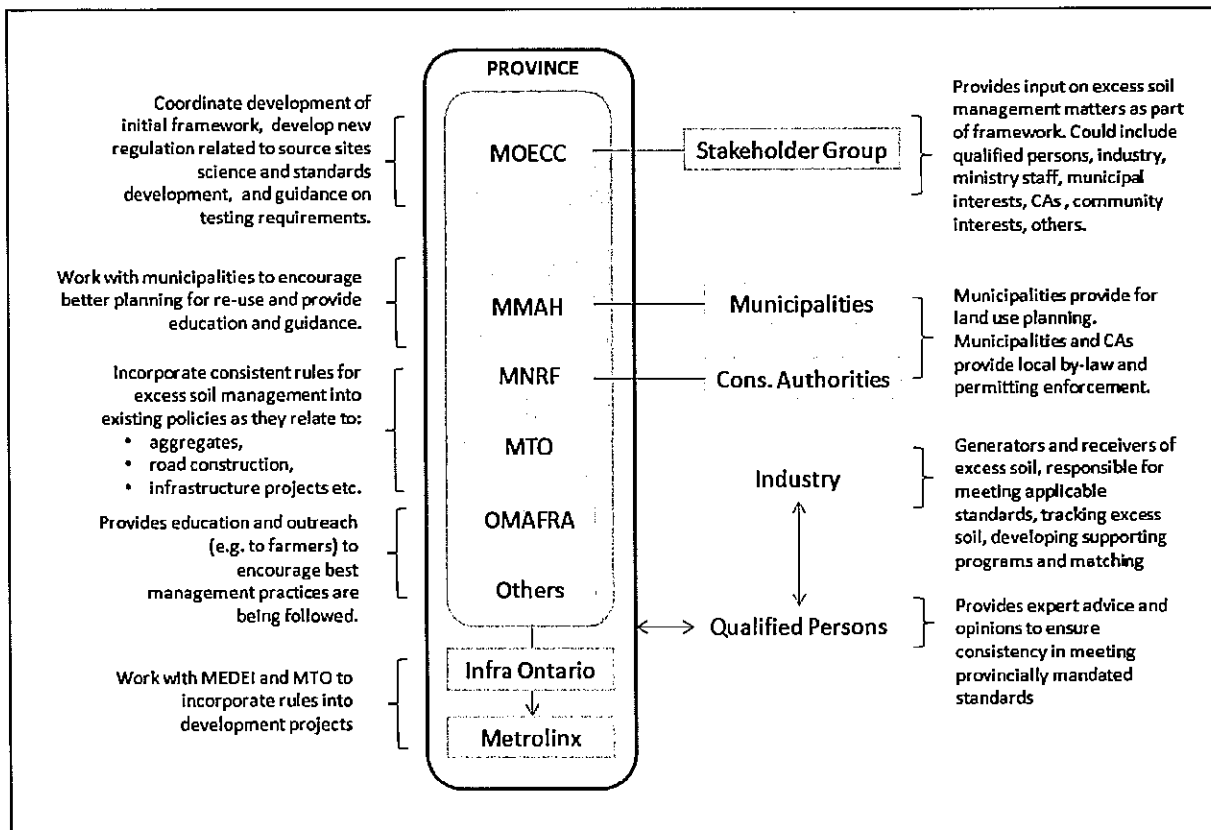
Qualified Persons

- provide accountability and credible advice consistent with provincial direction and professional practice on technical matters
- provide quality assurance and consistency in advice

Industry, Property Owners and Non-Governmental Organizations

- owners of *source sites* are responsible for the management of *excess soil* from their properties, including development of excess soil management plans, identification of appropriate receiving sites, and appropriate contractual arrangements
- owners of *receiving sites* are responsible for the management of *excess soil* at their properties, including development of fill management plans
- support implementation through development of programs to facilitate due diligence (e.g. best practices, matching and tracking programs which could include a registry, professional standards, education) potentially through non-governmental organizations
- education of the industry community

The figure below provides an illustration of roles and responsibilities:



4.0 GOALS AND PRINCIPLES

The following goals would guide the implementation of a provincial framework:

GOALS

1. **Protect human health and the environment from inappropriate relocation of *excess soil***
2. **Enhance opportunities for the *beneficial reuse of excess soil***

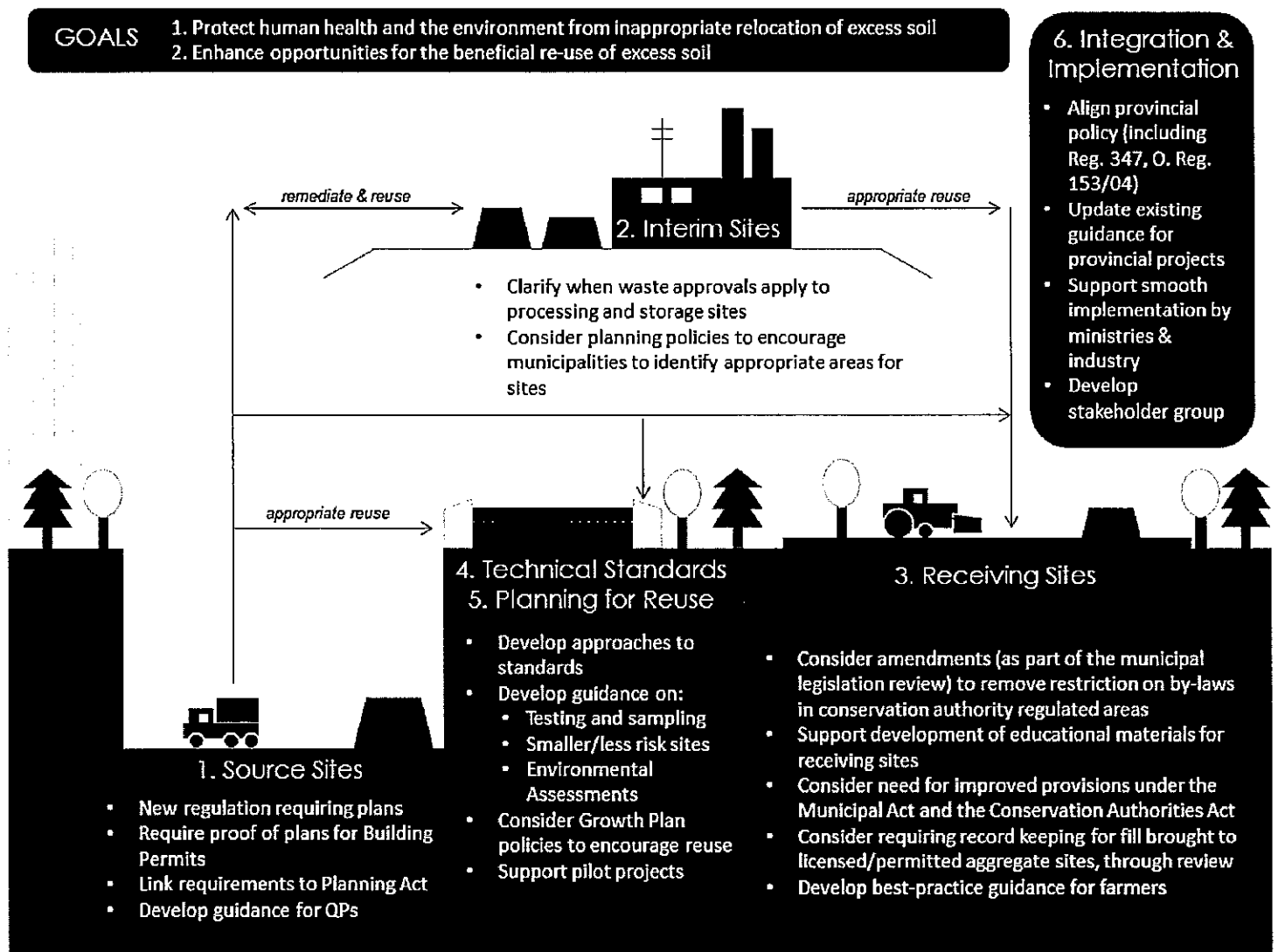
The following **principles** would further guide decision making with respect to the provincial *excess soil* framework:

1. The public should have confidence in the management of *excess soil*.
2. Generators of *excess soil* should be responsible for appropriate management of *excess soil*
3. *Excess soil management* should ensure that farmland, environmentally sensitive areas and ecological functions are protected, and that the future uses of land are considered.
4. *Excess soil* should be treated as a resource and not a waste, where it can safely be reused
5. Generation of excess soil should be minimized, excess soil should be re-used locally if possible, and planning for re-use should be undertaken early to maximize opportunities for re-use
6. Movement of *excess soil* should be traceable to provide for transparency and compliance
7. Approaches should be consistent, flexible, fair and enforceable, using modern regulatory and compliance approaches.
8. Approaches should consider and integrate with existing business practices of the public and private sectors, and should support development of industry-led programs for sustainable re-use of *excess soil*.
9. Approaches should be science and evidence-based.

The principles of the Ministry of the Environment and Climate Change Statement of Environmental Values would also be considered (e.g. precautionary principle, polluter pays, etc.).

5.0 POLICY NEEDS AND ACTIONS

The figure below is an illustration of the proposed provincial framework – including its overarching goals and actions to strengthen oversight of *excess soil management*. Actions are described in greater detail in the next sections of the document.



1. SOURCE SITES

1.1 Policy Needs

- Clear responsibility on the owner of the *source site* to provide better planning, tracking, and management from “source to re-use” and increase due diligence.
- Ensure early characterization of *excess soil* and planning for *beneficial reuse*, where feasible.
- Verify that *excess soil* is received at an appropriate location for reuse.
- Ensure relevant information is recorded on *excess soil* movement (e.g. quality, quantity, *source site*, hauler, *interim site*, receiving site).

1.2 Actions to be Taken

The province proposes the following policy actions related to *source sites*:

1. MOECC to work with partner ministries to develop a new regulation under the Environmental Protection Act requiring larger and/or riskier *source sites* to develop and implement *excess soil management* plans certified by a Qualified Person and made available to MOECC and local authorities.

The proposed regulation could apply to the following:

- **Larger sites**, defined by a volume threshold to capture larger infrastructure projects and larger developments (e.g. buildings with underground parking, larger sub-divisions). They would not include smaller projects and *excess soil* from development of small residential properties.



- **Risk-based sites**, including industrial or commercial properties, or other properties that have had a potentially contaminating activity or sites with greater chance of having impacted *excess soil*.

The proposed regulation would require the owner of the *source site* to hire a qualified person and ensure that an *excess soil management* Plan is prepared and certified. The regulation and requirement for a Plan would not apply to soil remaining at a site. The Plan would be required, at a minimum, to include the following:

- characterization of *excess soil* in-situ (including quality, type and volume)
- requirements for testing *excess soil* which could be based on past land use and potential contamination
- identify and ensure *receiving sites* are authorized to accept *excess soil* (e.g. site is regulated by municipal permit and authorized to accept specific quality of *excess soil*)
- confirmation that the quality of *excess soil* is appropriate for the *receiving site* and that testing results are made available to prospective *receiving sites*.
- tracking plan to ensure and verify the *excess soil* arrives at the *receiving site*
- standard record keeping requirements.

The new regulation would require the owner of the *source site* and any person the owner contracts to manage *excess soil* from that property to implement the *excess soil management* plan. The owner would also be required to retain a copy of the *excess soil management* plan at the property for inspection on request of the MOECC. If there is a failure to develop an *excess soil management* plan or a failure to comply with a provision of the plan by any person, and *excess soil* from a *source site* is deposited at another property unlawfully, in addition to any enforcement action under the EPA that can be taken to deal with such non-compliance such as prosecutions, the owner of the *source site* may be required to remove the *excess soil* material from the site where it has been deposited and transport it to an appropriate receiving site.

The new regulation would define what a Qualified Person is and may draw on the definition of Qualified Person in O. Reg. 153/04.

Some ministries, such as the Ministry of Transportation (MTO) have developed best practices for the management of *excess soil* and related materials that are generated from infrastructure projects such as highways. The ministry will seek to ensure that the requirements developed for soil management plans take into account these best management practices and may consider methods to recognize equivalencies of practices. To achieve this, it may be appropriate in certain instances for the regulation to adopt by reference a government

document such as a best management practice guideline, thus ensuring the enforceability of that guideline.

2. MMAH and MOECC could require proof of an Excess Soil Management Plan for issuance of certain building permits.

Requirement to have prepared an Excess Soil Management Plan could be made applicable law for certain building permits. The requirement would be met by showing the building official a letter issued from a Qualified Person certifying an *excess soil* management plan has been developed. This would ensure that those who manage excess soil consider implications early in a project, including the need to minimize *excess soil* and maximize *excess soil* re-use, where appropriate. It would also ensure that *excess soil* is characterized and appropriate *receiving sites* are located before excavation of the soil.

3. MMAH and MOECC to promote linking requirements for excess soil management to applicable Planning Act approvals through guidance

As a best practice, the province would promote linking planning for *excess soil management* under any new regulatory requirements, such as the new regulatory requirements outlined above, to applicable Planning Act approvals and develop appropriate guidance to support implementation.

4. MOECC to work with Qualified Persons on excess soil management guidance.

Guidance will be developed in partnership with professional bodies to help achieve consistency and enhance public confidence in Qualified Person's work and opinions. The guidance will assist in bringing together to help inform the opinions of Qualified Person's on such matters as implementation of regulatory requirements; approaches to and direction on the use of standards; testing and sampling frequency; direction on storage, remediation and other *receiving sites*; best practices for record keeping; and other related matters. It could also serve as a repository linking information from other sources of guidance.

2. INTERIM SITES

2.1 Policy Needs

- Encourage and allow for temporary *excess soil* storage where it supports *beneficial reuse* at an appropriate location.

- Authorize generators of *excess soil* to temporarily store the *excess soil* at another location where they comply with a set of minimal requirements without approval.
- Define appropriate temporary storage sites for *excess soil* and encourage storage close to *source/receiving site* to reduce transportation and environmental impacts.
- Clarify requirements for *excess soil* storage and *soil processing sites*.
- Distinguish between interim storage and processing sites governed by waste approvals.
- Promote widespread remediation of contaminated soils to enable re-use and help minimize the quantity sent to landfills for disposal, unless appropriate.

2.2 Actions to be Taken

The province proposes the following policy actions related to *interim sites*:

- 5. MOECC to clarify when waste approvals apply to *excess soil processing sites* and prescribe requirements for temporary storage sites.**

MOECC will continue to issue Environmental Compliance Approval (ECA) waste approvals for *excess soil processing sites* (i.e. remediation) to promote remediation while ensuring the environment and human health are protected.

The new EPA regulation would clarify when ECAs are required to permit the temporary storage of *excess soil*. The regulation would establish the permissible duration for temporary storage and specify minimum controls to ensure the temporary storage does not become permanent and does not result in unacceptable impacts.

- 6. MMAH with MOECC to consider approaches that would encourage municipalities to identify appropriate areas (e.g. industrial) for *excess soil* storage and processing to encourage local re-use, to be achieved through ongoing updates to the provincial land use planning framework, including the coordinated review of provincial plans.**

MMAH working with MOECC to encourage municipalities to allow for off-site *excess soil* storage and *soil processing sites* where appropriate.

3.1 Policy Needs

- Improve rules for *receiving sites*, including improved oversight with specified minimum environmental and technical requirements.
- Provide guidance to support local (e.g. municipal or conservation authority) oversight for *receiving site* management
- Help address “nuisance effects” related to *excess soil* movement and placement on the *receiving site*, such as noise, dust, odour, and truck traffic as well as wear and tear of roads.
- Help address impacts related to climate change, including greenhouse gas emissions from transporting *excess soils* over long distances.

3.2 Actions to be Taken

The province proposes the following policy actions related to receiving sites:

7. **MMAH and MNRF to consider amendments to legislation to remove restrictions on site alteration by-laws in conservation authority regulated areas.**

Changes would consider whether municipalities and conservation authorities have the appropriate tools to address issues related to the management of *excess soil* within their authority and that those tools work together effectively.

Municipalities currently have little control over the establishment and operations of a commercial *fill* operation within the municipal boundaries if it is located in an area regulated by the conservation authority. Conservation authorities are limited under the Conservation Authorities Act to consideration of specific matters which do not include many matters that could be considered under a municipal by-law.

Section 142 of the Municipal Act, 2001, provides municipalities with specific powers to prohibit or regulate the placing or dumping of *fill*, removal of topsoil, and the alteration of the grade of the land, subject to certain limits, such as subsection 142(8).

Subsection 142(8) provides that municipal site alteration by-laws have no effect in areas that are regulated by the conservation authority under the Conservation Authorities Act (the Development and Alterations regulations).

Changes that would allow municipalities to regulate site alteration and placement of *fill* within their municipality, while allowing conservation authorities to fulfill their mandate, have been proposed. This would allow both conservation authorities and municipalities to continue to work collaboratively to regulate the placement of *fill*.



8. MMAH and MOECC to develop educational materials respecting *receiving sites*, including larger (commercial) sites, to inform municipalities in the development or updating of by-laws.

These educational materials would be used by municipalities to update and/or create by-laws and inform the development of *fill* management plans (used at *receiving sites* to manage *excess soil* being brought on to the site). The educational materials could include information about:

- Guidance on *fill* quality standards;
- Use of Qualified Persons;
- Testing requirements (audit sampling, frequency);
- Record keeping and documentation (e.g. *source sites*, volumes and quality);
- Verification of source site;
- Contents of *Fill* Management Plans;
- Considerations for:
 - filling in relation to natural features and maintenance of ecological processes (e.g. infiltration);
 - consultation, notification;
 - traffic, transportation (trucking and haul routes);
 - invasive species;
 - odour, noise and dust; (during transport and during *fill* placement at the *receiving site*)
 - site security and signage;
 - stormwater considerations and erosion controls;
 - complaint receipt and handling;

- groundwater protection considerations; and
- protecting significant cultural heritage landscapes and archaeological resources.

9. MMAH and MNRF to explore, with partners, legislative and non-legislative ways to improve compliance and enforcement with Municipal Act and Conservation Authorities Act requirements.

Consider whether there is a need for changes to legislation, procedures or consequences to provide better management and oversight of excess soil matters.

10. MNRF to consider requiring record keeping for *fill* being brought to licensed and permitted aggregate sites, through the current review of the Aggregate Resources Act.

The importation of *fill* for the rehabilitation of aggregate sites has been a growing concern over the past few years. To ensure that all sites that are authorized to import *fill* for rehabilitation are maintaining minimum records, changes are being considered to the Aggregate Resources Act that would require existing sites to keep records of *fill* (e.g., source, shipper,



deposit location) where it is brought onto a site for rehabilitation purposes. These changes would address requirements related to *fill* now and will provide power to improve record keeping and reporting on activities that could impact the environment in the future.

11. OMAFRA and MOECC to develop best-practice guidance for farmers to limit impacts of the importation of soil onto farmland.

Guidance would help clarify the issues that farmers should consider when making decisions on importing *excess soil* onto their properties for use in their

agricultural operations. The intent would be to limit negative impacts on farmland.

This guidance could include information on:

- beneficial uses of imported *excess soil*;
- potential issues associated with bringing *excess soil* onto an agricultural property (environmental impacts, drainage alteration, stockpile runoff/dust, impacts on neighbouring properties, municipal considerations, insurance coverage, legal considerations);
- the regulatory provisions, requirements and approvals that may apply (provincial legislation, municipal legislation and bylaws, Farming and Food Production Protection Act, Conservation Authorities Act); and

The intended outcome would be for farmers to be better informed of the benefits and risks of accepting *excess soil*. Farmers would become more aware of regulatory requirements and approvals for importing *excess soil* onto their agricultural operations and will become familiar with best management practices for handling and using *excess soil* in their agricultural operations.

4. TECHNICAL STANDARDS

4.1 Policy Needs

- Provide direction on technical matters such as standards for re-use and testing requirements that:
 - Ensure the protection of human and ecological health
 - Reflect quality of *excess soil* appropriate for *beneficial reuse* at a variety of *receiving sites*
 - Enable characterization, and support tracking, matching, re-use, including remediation
 - Can be used to support a variety of policy tools (e.g. provincial regulations, municipal by-laws)
 - Are science and evidence based
 - Are flexible and practical, but also provide for consistency in application
 - Help define when *excess soil* is a “waste”, including following treatment at a processing site
- Promote transparency of standards in order to gain public confidence

4.2 Actions to be Taken

The province proposes the following policy actions related to technical matters:

12. MOECC to develop approaches and standards for re-use of excess soil that provide for environmental protection and sustainable re-use of excess soil

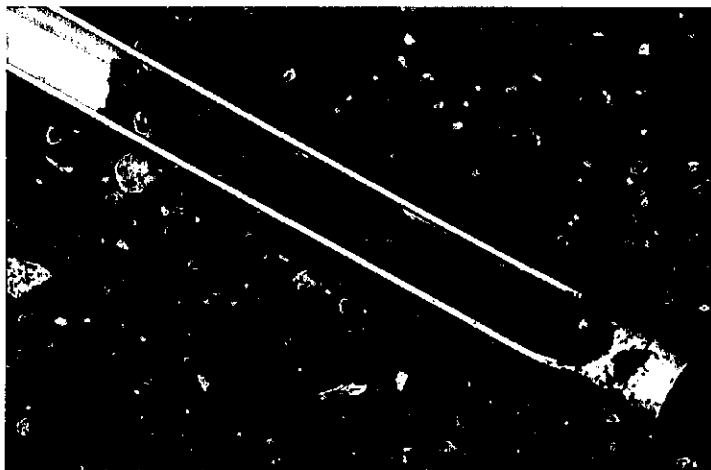
MOECC would work with stakeholders to develop approaches which could consider the following:

- **Protection of Sensitive Sites** – There could be recognition that certain types of areas have particular features, resources or sensitivities and should not be areas where *excess soil* is deposited (e.g. natural areas such as wetlands) unless for a specific *beneficial reuse* (e.g. restoration). *Excess soil* brought to such sites could be required to meet certain stringent standards.
- **Use of local background conditions** – For some sites, the use of *excess soil* that meets background levels may be preferred. We have also heard the need to better enable use of local background conditions rather than current provincial background levels (i.e. Table 1 in O. Reg. 153/04). Feasible approaches to enable this could be considered.
- **Use of generic risk based approaches** – It is proposed that generic risk based standards based on land use could be used for the deposit of *excess soil* in some circumstances. This could allow for the reuse of marginally impacted soils in specific circumstances, particularly in areas already impacted and areas where future uses will be less sensitive.
- **Specific risk based approaches** – Risk-based standards could also be developed in relation to specific uses or circumstances. It may also be possible to incorporate predictable risk management measures into these standards. Examples of these specific uses may include infrastructure projects, sound and sight berms, flood control structures, certain former aggregate sites undergoing rehabilitation, certain brownfields sites, or mines. Specific circumstances with specific rules could also be considered, for example specific rules associated with salt-impacted *excess soil*. Site specific risk assessments and risk management approaches requiring technical review and ongoing requirements or restrictions would generally be limited to circumstances involving an appropriate site specific legal instrument, e.g. where a record of site condition is required by regulations.

13. MOECC to develop clear guidance to inform requirements for testing of excess soil.

MOECC would work with industry, consultants and experts to develop clear rules and guidance for testing and sampling *excess soils* in a variety of circumstances to inform regulatory requirements and guidance for by-laws and other policy.

These requirements would be pragmatic and will consider the costs of testing and risks to human and ecological health. They would be developed in close collaboration with experts including the Qualified Persons who would be expected to use them.



14. MOECC to develop guidance for smaller, lower risk source or receiving projects or sites

The province would work with industry to develop protocols to support management of materials from smaller projects which do not fall within the categories of “riskier sites” or within volume thresholds for larger sites (as described in Action 1). This could include testing protocols at source and/or *receiving sites* and the development of an inspection protocol for these sites.

5. PLANNING FOR RE-USE OPPORTUNITIES

5.1 Policy Needs

- Encourage municipalities to plan *excess soil* re-use opportunities when planning for growth and intensification.
- Integrate identification of re-use opportunities into design and management of large projects
- Facilitate identification of viable re-uses and management protocols.

5.2 Actions to be Taken

The province proposes the following policy actions related to planning for re-use:

15. MMAH with MOECC to identify opportunities to encourage municipalities to develop soil re-use strategies as part of planning for growth and development (e.g. official plans, master planning) through ongoing updates to the provincial land use planning framework, including the coordinated review of provincial plans.

Encourage municipalities to help ensure that future growth and planning includes an assessment of *excess soil* that may be generated and considers opportunities for re-use. This proposed direction could help inform future updates to official

plans and ensure consideration is given to large scale developments which require the management of *excess soil*, and also the location of future *receiving sites* and temporary sites for *excess soil*.

16. MOECC to develop guidance for the consideration of *excess soil* in the environmental assessment processes that govern large scale infrastructure and other development projects.

MOECC would develop guidance to help ensure that proponents consider *excess soil management*. This approach could help integrate *excess soil management* planning into Environmental Assessments for large projects, including consideration of opportunities for re-use within the project, re-use locally, and for use of other local *excess soils* within a project.

Guidance would also be developed to help ensure proponents consider integrating *excess soil management* as part of the overall project planning process, as applicable.

17. Province to support pilot projects identifying opportunities and procedures for *excess soil* re-use.

The province will continue to support pilot projects with partners to help promote opportunities for *excess soil* re-use. These types of projects will also help to identify areas for improvements in the proposed framework and inform proposed future policy, guidance and regulatory development.

6. INTEGRATION AND IMPLEMENTATION

6.1 Policy Needs

- Integrate and align provincial legislation, regulations, guidelines, processes and other policy related to *excess soil* to ensure consistency and alignment with new framework. Including alignment related to:
 - Environmental Protection Act
 - Inert fill definition in Regulation 347 (General – Waste Management)
 - Ontario Regulation 153/04 (Records of Site Condition)
 - Aggregate Resources Act
 - Provincial plans
 - Municipal tools (by-laws, policies)
 - Environmental Assessment Act
- Draw upon the expertise outside of the Ministry to ensure effective and practical policies

- Education to facilitate alignment of policies and implementation

6.2 Actions to be Taken

The province proposes the following policy actions related to integration and implementation:

18. MOECC to integrate and align various aspects of provincial policy.

The province will ensure that current legislation, regulations and policy are aligned with new framework. This would include:

- Amend the definition of inert fill in **Regulation 347 (Waste)** under the Environmental Protection Act to clarify when *excess soil* is a waste; a new approach could link to standards for re-use of *excess soil*.
- Amend **Ontario Regulation 153/04 (Records of Site Condition)** under Environmental Protection Act to clarify requirements and ensure alignment both as a *source site* and *receiving site* (e.g. requirements for *excess soil* brought to a site, record keeping of receiving sites used, roles of qualified persons).

19. Province, including MOECC, MTO and MEDEI, to review and update existing guidance for provincial projects (e.g. transportation and infrastructure) to ensure alignment.

The province, including MOECC, MTO and MEDEI, would review existing guidance, practices and rules for provincial infrastructure projects and expenditures to align with new requirements and incorporate best practices for the management of *excess soil*. Guidance would provide for greater consistency in the management of *excess soil* with consideration for the goals and principles laid out within this framework. This approach would respond to stakeholders who have indicated that there are gaps in current tendering processes. This approach could further be promoted to municipalities, in particular those who may have large *source sites* for projects producing *excess soil*.

Procurement practices could be formalized through education and outreach efforts with agencies responsible for large scale projects, but also by working to ensure that standardized tendering requirements incorporate considerations for sustainable management of *excess soil*.

20. MOECC to develop a stakeholder group (and potential sub-working groups) to provide input on proposed policies, technical matters, guidance and implementation, including coordination with external programs.

MOECC would establish an **Excess Soil Stakeholder and Engagement Group** to help validate approaches. This working group could consist of provincial ministries, the development and construction industry, qualified persons, municipal representatives, conservation authority representatives (both urban and rural), community and environmental representatives, the aggregate industry, the agricultural and rural community sectors, infrastructure, transit and the waste sector, and others as appropriate. First Nation and Metis representatives would also be included or otherwise engaged in policy development.

This group would also support implementation, through relevant associations, to help ensure education and outreach is undertaken.

This group could also provide a critical role in informing the development of industry-led innovations including support for *excess soil* matching programs that facilitate and encourage matching and better tracking of *excess soil* between *source sites* and appropriate *receiving sites*.

The stakeholder group could further be supported by sub-working groups which would focus more closely on specific policy products. These could include:

1. **Technical** sub-working group to provide input on technical matters, including standards, sampling, tracking and record keeping. This group could consist of experts in partner ministries, industry, qualified persons, and scientists.
2. **Municipal and Conservation Authority** sub-working group to provide input on *receiving site* guidance and other implementation matters.

These groups would include membership from other ministries, including the Ministry of Municipal Affairs and Housing, Ministry of Transportation, Ministry of Natural Resources and Forestry, and the Ministry of Agriculture, Food and Rural Affairs, wherever appropriate.

21. Industry and MOECC will jointly investigate approaches to program delivery, e.g. like the UK CL:AIRE model, that promote market-based mechanisms to encourage the reuse of excess soil.

Industry and MOECC would work jointly, through the working group, to consider program delivery approaches led by industry or through a non-government organization or enterprise. This type of enterprise could raise awareness, encourage reuse, and facilitate better matching and tracking (e.g. through a registration system) of *excess soil* between *source sites* and appropriate *receiving sites*. This approach could help identify innovative and practical solutions for planning, management and re-use of excess soil.

6.0 PRIORITIES AND TIMELINE

The actions outlined in the proposed framework will be prioritized based on feedback heard through consultation. The Ministry would work with its partner ministries, industry and qualified persons to follow through on a number of actions over the next year and into the future, including the following potential actions which are either already underway or would be initiated in the near future:

PROPOSED ACTION	Currently Underway	Short-term (2016)	Longer-term
1. MOECC to work with partner ministries to develop a new regulation under the EPA requiring larger and/or riskier <i>source sites</i> to develop and implement excess soil management plans certified by a Qualified Person and made available to MOECC and local authorities.		X	
2. MMAH and MOECC, could require proof of an Excess Soil Management Plan for issuance of certain building permits.			X
3. MMAH and MOECC, to promote linking requirements for <i>excess soil management</i> to applicable Planning Act approvals through guidance			X
4. MOECC to work with Qualified Persons on <i>excess soil management</i> guidance.	X		
5. MOECC to clarify when waste approvals apply to <i>excess soil processing sites</i> and prescribe requirements for temporary storage sites.		X	
6. MMAH with MOECC to consider approaches that would encourage municipalities to identify appropriate areas (e.g. industrial) for <i>excess soil</i> storage and processing to encourage local re-use, to be achieved through ongoing updates to the provincial land use planning framework, including the coordinated review of provincial plans.	X		
7. MMAH and MNRF to consider amendments to legislation to remove restrictions on site alteration by-laws in conservation authority regulated areas.	X		
8. MMAH and MOECC to develop educational materials respecting receiving sites, including larger (commercial) sites, to inform municipalities in the development or updating of by-laws.		X	
9. MMAH and MNRF to explore, with partners, legislative and non-legislative ways to improve compliance and enforcement with Municipal Act and Conservation Authorities Act requirements.	X		
10. MNRF to consider requiring record keeping for fill being brought to licensed and permitted aggregate sites, through the current review of the Aggregate Resources Act	X		
11. OMAFRA and MOECC, to develop best-practice guidance for farmers to limit impacts of the importation of soil onto farmland.	X		
12. MOECC to develop approaches and standards for re-use of <i>excess soil</i> that provide for environmental protection and sustainable re-use of <i>excess soil</i> .		X	X
13. MOECC to develop clear guidance to inform requirements on testing of <i>excess soil</i> .			X
14. MOECC to develop guidance for smaller, lower risk source or receiving projects or sites.			X

PROPOSED ACTION	Currently Underway	Short-term (2016)	Longer-term
15. MMAH with MOECC to identify opportunities to encourage municipalities to develop soil re-use strategies as part of planning for growth and development (e.g. official plans, master planning) through ongoing updates to the provincial land use planning framework, including the coordinated review of provincial plans.	X		
16. MOECC to develop guidance for the consideration of <i>excess soil</i> in the environmental assessment processes that govern large infrastructure and other development projects.			X
17. Province to support pilot projects identifying opportunities and procedures for <i>excess soil</i> re-use		X	
18. MOECC to integrate and align various aspects of provincial policy including Regulation 347 (Waste) and O. Reg. 153/04.		X	
19. Province, including MOECC, MTO and MEDEI, to review and update existing guidance for provincial projects (e.g. transportation and infrastructure) to ensure alignment.			X
20. MOECC to develop a stakeholder group (and potential sub-working groups) to provide input on proposed policies, technical matters, guidance and implementation, including coordination with external programs.		X	
21. Industry and MOECC will jointly investigate approaches to program delivery, e.g. like the UK CL:AIRE model, that promote market-based mechanisms to encourage the reuse of excess soil.		X	

7.0 QUESTIONS FOR CONSIDERATION

The Ministry would like your opinion and comments on this framework, including the following key questions:

1. Does the proposed policy framework include adequate policy tools and actions to improve the management of *excess soil* in Ontario? If not, what additional tools or actions would you suggest?
2. Are you aware of examples of existing best practices from other jurisdictions that may be helpful to Ontario that you would like to share?
3. Which proposed actions do you see as a priority?
4. What role do you see for you or your organization in implementing the proposed framework?
5. What role do you see for industry or non-governmental organizations in supporting delivery of excess soil programs for soil matching, tracking, and promoting innovation, etc.?
6. How can the province best continue to engage you or your organization and the public as it moves forward?
7. Do you have any other comments or feedback?

8.0 APPENDICES

8.1 EXISTING POLICY

While several pieces of legislation and regulations apply to specific aspects of *excess soil management*, the majority of *excess soil* moved in Ontario is, for the most part, not directly regulated by MOECC. Ontario's January 2014 Best Management Practices for *excess soil* though provides guidance on *excess soil management*, including at the site where it is excavated, during its transportation and at the receiving site.

Different levels of government and various agencies regulate certain aspects of *excess soil* movement, particularly the province, municipalities and conservation authorities. The table below outlines specific legislation, regulation, policy and other instruments and their roles in the management of *excess soil*.

Environmental Protection Act (EPA) "Adverse Effect" and Ontario Water Resources Act

Broad provisions prohibiting discharges that cause or may cause adverse effect, and providing authority for the Ministry to issue orders requiring measures to prevent, stop or remediate adverse effects

Provides authority to address impairment of waters, and measures to prevent impairment of waters.

Weblinks for more information:

- <http://www.ontario.ca/laws/statute/90e19>
- <http://www.ontario.ca/laws/statute/90o40>

Records of Site Condition (RSC) – EPA and O. Reg. 153/04

A Record of Site Condition (RSC) is required before certain changes in property use take place, where the property use goes from a less sensitive to more sensitive use (e.g. from industrial to residential).

The regulation ensures the quality of soil brought to an RSC property meets certain standards, depending on a number of factors including historical uses, as well as environmental site assessment requirements.

Weblink for more information:

- <http://www.ontario.ca/laws/regulation/040153>

Management of Excess soil – A Guide for Best Management Practices

- A best practices document that provides guidance on how to handle *excess soil* generated from large-scale projects. It provides guidance for: soil source sites; soil receiving sites; temporary soil storage sites; traffic and transportation management; and procurement practices for projects that include soil management. It also provides guidance that could be used to inform municipal by-laws.

Weblink for more information:

- <http://www.ontario.ca/document/management-excess-soil-guide-best-management-practices>

Reg. 347 General-Waste Management under the EPA

Transportation, storage, deposit and disposal of soil that is waste must be authorized by an Environmental Compliance Approval (ECA), except where the waste soil is “inert fill” as defined in Reg. 347.

Inert fill is designated as waste, but exempted from the need for an ECA. Inert fill may or may not be soil.

Weblink for more information:

- <http://www.ontario.ca/laws/regulation/900347>

Municipal Act, 2001 - By-laws

S. 142 provides authority for municipalities to establish by-laws to prohibit or regulate the placing or dumping of fill, removal of topsoil, or alteration of the grade of land, and establish a requirement for permits for these activities. Municipalities may also enact bylaws to manage other aspects of site alteration and filling (e.g. noise and dust control). Municipal site alteration bylaws are of no effect in certain Conservation Authority regulated areas.

Weblink for more information:

- <http://www.ontario.ca/laws/statute/01m25>

Conservation Authorities Act - Regulations

Enables municipalities to establish conservation authorities and defines regulation-making authority for purposes of public safety and natural hazard management. The placement of any material in areas affected by the regulations made under the Conservation Authorities Act requires a conservation authority permit. All conservation authorities have programs in flood and erosion control within their jurisdictions.

Weblink for more information:

- <http://www.ontario.ca/laws/statute/90c27>

Provincial Policy Statement and Provincial Plans

Include a range of policies affecting development and site alteration. Policies do not generally apply to *excess soil*, as commercial filling is not considered a land use.

Weblinks for more information:

- <http://www.mah.gov.on.ca/Page215.aspx>
- <http://www.mah.gov.on.ca/Page186.aspx>

Aggregate Resources Act

Supplementary guidance to the legislation provides conditions for placing of fill on aggregate sites (e.g. for rehabilitation purposes).

Weblink for more information:

- <http://www.ontario.ca/laws/statute/90a08>

Farming and Food Production Protection Act

The Act continues the Normal Farm Practices Protection Board and provides a procedure to apply to the Board to determine what constitutes a “normal farm practice” in a particular case. The Act protects farmers from liability in nuisance resulting from a normal farm practice. It further provides that certain municipal by-laws may not restrict a normal farm practice that is carried on as part of an agricultural operation. The Act provides the Minister with authority to issue directives, guidelines or policy statements and Board decisions are required to be consistent with those documents.

Weblink for more information:

- <http://www.ontario.ca/laws/statute/98f01>

Environmental Assessment Act

Sets framework for individual environmental assessments (EAs), Class EAs, and streamlined EAs under regulation.

Weblink for more information:

- <http://www.ontario.ca/laws/statute/90e18>

OPSS (180 and 1010)

Provides guidance for management of excess earth, aggregate, rock, and various other materials for consideration in provincial transportation and infrastructure contracts.

Weblinks for more information:

- [OPSS180](#)
- [OPSS1010](#)

8.2 SUMMARY OF SELECT OTHER JURISDICTIONS

Below is a summary of findings from key jurisdictions.

UNITED KINGDOM

Implementation Approach:

- Voluntary best practices approach, when following code of practice provides exemption from government approvals
- Contaminated Land: Applications in Real Environments (CL:AIRE) is an independent not-for-profit organization in the UK which encourages the regeneration of contaminated land
- Primarily industry-led

Key Elements:

- CL:AIRE developed a Code of Practice (COP) which allows users to determine if excavated materials are a waste or not.
- If deemed not to be a waste the material can be used without an Environmental Permit or Waste Exemption from the UK Department of the Environment, and requires some self-regulation.
- The COP is applicable to those who commission earthworks and a range of other parties. It is also of interest to land owners and developers.
- The three basic steps of the process are
 1. Ensuring that a **Materials Management Plan (MMP)** is in place for the use of materials on a specific site.

2. Ensuring that the MMP is based on risk assessment, that underpins the Remediation Strategy (for contaminated sites) or Design Statement (for uncontaminated sites);
 3. Auditing the process in a Verification Plan.
- Standards and exceedances for re-use based on direction for UK Environment Agency; CoP has additional technical direction, e.g. testing strategies.
 - A Qualified Person must review evidence related to a proposed use of materials and if it is acceptable sign a Declaration. This is submitted to the UK Environment Agency.
 - CL:AIRE has also developed a Register of Materials website, that helps link source sites (donor sites) with receiver sites.

QUEBEC

Implementation Approach:

- Over-arching soil management policy supported by regulations and incentives
- Primarily led by province
- Also has guidance for sampling

Key Elements:

- Approach strongly based on reuse; Quebec has a variety of regulations affecting the landfilling of soil
- Quebec has developed a **Soil Management Grid**, which provides management options for excavated soils depending on their level of contamination
- Province provides grants to foster contaminated sites clean up and revitalisation.
- Regulation Respecting Contaminated Soil Storage and Contaminated Soil Transfer Stations determines the conditions for the operation of transfer stations and temporary storage sites for contaminated soils

BRITISH COLUMBIA

Implementation Approach:

- Primarily led by ministry and industry
- Uses Environmental Protection Act, Contaminated Sites regulation, and a range of guidance

Key Elements:

- Uses **Contaminated Soil Relocation Agreements (CSRAs)** for applicable soil movements based on size and quality standards; the focus is on contaminated soil and the size threshold is small (5 cubic metres)
- A CSRA is an agreement between the owner of a source site, the receiving site, and the Director of Waste Management, authorizing the relocation of soils from a contaminated site to a suitable deposit site.
- Soils to be relocated need to be adequately characterized to determine re-use options and if the soils will meet the numerical or risk-based environmental quality standards for the receiving site

NETHERLANDS

Implementation Approach:

- Strong government oversight, with high level of government investment.
- Implemented through federal government, as well as municipal partners

Key Elements:

- Has a detailed range of Acts, regulations and protocols to address soil
- Various protocols outline sampling requirements and strategies.
- Soil is an especially valuable resource; legislation and policies are tied to ensuring the sustainable use of soils at all levels of government.

- Has national and private registries for soil matching with substantial government investment in a soil banking system
- To enable reuse, adopts principles such as the “standstill principle”, which requires that the excess soil to be placed at then receiving site should be of equal or better quality than the soil that is present at the receiving site, and **soil quality maps** of zones with varying sampling and reuse requirements

MASSACHUSETTS

Implementation Approach:

- Requirements largely self-regulated by Licensed Site Professionals (LSPs).

Key Elements:

- Regulatory approach for sites falling under the Massachusetts Oil and Hazardous Material Release Prevention Act (Chapter 21E sites)
- Has a Similar Soils Provision outlined in a guidance document which intended to prevent the degradation of sites by ensuring that the relocated soil does not increase the risk at the receiving site, since it will be similar to what is already there.
- In May 2015, The Massachusetts Department of Environmental Protection (DEP) released a new **Draft Interim Policy on the Re-Use of Soil for Large Reclamation Projects**, describing an approach for obtaining site-specific approval from the DEP for the reclamation of quarries, sand pits and gravel pits using more than a threshold amount. The policy states the type of information to be submitted to support the issuance of an approval for such projects (e.g. soil management plan).

8.3 SUMMARY OF KEY ISSUES HEARD

Below is a list of some of the broader key issues heard through engagement on the EBR review related to *excess soil management* policy. This list is not a reflection of provincial opinion, but rather a listing of some of the broader themes heard through engagement sessions with various stakeholders.

1. **Improved oversight** – issues raised related to general perception that current system is fragmented and requires stronger provincial direction
2. **Standards and direction** – issues raised related to need for clear standards to provide direction on where *excess soil* can be re-used and where it may be a “waste”
3. **Testing** - issues raised related to scope of testing needed, costs and timing
4. **Source site responsibility** – issues raised related to need for generator of *excess soil* (*source sites*) to be more responsible for its end use
5. **By-laws** – issues raised related to difference in approaches being taken in by-laws and need for guidance

6. **Education and outreach** - issues raised related to need for additional technical guidance and education for others (e.g. farmers, public)
7. **Traceability and tracking** – issues raised related to need for mechanisms to ensure *excess soil* is better tracked
8. **Municipal by-laws in conservation authority regulated areas** – issues raised related to the need to remove restriction on by-laws in conservation authority regulated areas
9. **Protecting agriculture** – issues raised related to need to protect agricultural land from potential contamination so as to limit potential impacts on crops and/or livestock
10. **Need to protect sensitive areas and limit environmental impacts** – issues raised related to the need to protect sensitive areas (e.g. Greenbelt, Oak Ridges Moraine, groundwater, source protection, soil erosion and climate change)
11. **Temporary storage** – issues raised related to need for clearer direction on temporary storage of *excess soil*
12. **Planning process** – issues raised related to perception that *excess soil* should be managed early on in the development and planning process
13. **Identification of appropriate *receiving sites*** – issues raised related to need to identify appropriate sites which could be appropriate for *excess soil* re-use
14. **Enforcement** – issues related to the perception that there is a lack of ability to enforce current requirements due to limited capacity and scope of powers
15. **Pilots** – support for pilot projects to incent change and garner buy-in
16. **Information gaps** – issues raised related to the lack of information with respect to the movement of *excess soil* (e.g. quantity, quality, impacts)
17. **Traffic, air, dust, noise, and other social impacts** – issues raised related to the need to minimize impacts like traffic, noise, air, dust, etc.
18. **Liability** – issues raised related to the need to consider financial insurance, security, and monetary penalties
19. **Restrictions on aggregate licenses** – issues raised related to perception that requirement for rehabilitation of aggregate sites are too restrictive

- 20. Aerodromes** - issues raised related to whether *excess soil* is being inappropriately brought on to properties who are operating as an aerodrome under federal jurisdiction and as a result are avoiding municipal permits
- 21. Normal farm practices** - issues raised about whether some farmers may not be following certain municipal by-laws because they are under the misconception that the by-law does not apply to them
- 22. Soil remediation** – support for the need to promote remediation
- 23. Flexibility and costs** – support for the need for flexibility in approaches and need to consider costs of *excess soil management* in any future approaches
- 24. Smaller projects** - need to recognize that smaller sites have a cumulative impact, but need to be handled differently from larger sites
- 25. Municipal capacity** – issues raised related to lack of capacity amongst some municipalities to deal with issues, both technically and financially
- 26. Cultural heritage resources** – issues raised related to need to assess impacts to and protect sites of cultural heritage value or interest (e.g. significant built heritage resources, cultural heritage landscapes, or archaeological resources)
- 27. Need to better consider *excess soil management* in government projects** – issues related to the need to better consider *excess soil management* in government-funded projects
- 28. Need to align provincial policy** – issue related to the need to better align on *excess soil* related management across ministries
- 29. Protection of rural areas and rural lens** – issues raised related to the perception that there are policies allowing for the contamination of rural areas at the expense of development and intensification in urban centres.
- 30. Qualified persons** - issues raised related to skills, credibility, consistency in opinion, conflict of interest and public confidence.

8.4 GLOSSARY OF FREQUENTLY USED TERMS

Below are general definitions for terms used more frequently throughout this document. For the purposes of any future policy or regulation, the province would develop and consult on appropriate definitions for these terms.

Beneficial re-use: The placement of *excess soil* at a site that is not a waste disposal site, in a manner that complies with applicable legislation and is environmentally responsible.

Excess soil: Soil that has been excavated, typically as a result of construction activities that cannot or will not be reused at the site where the soil was excavated and must be moved off site. In some cases, *excess soil* may be temporarily stored at another location before the *excess soil* is brought back to be used for a *beneficial reuse* at the site where the soil was originally excavated. *Excess soil* does not refer to such materials as compost, engineered fill products, asphalt, concrete, re-used or recycled aggregate product and/or mine tailings, other products, including soil mixed with debris such as garbage, shingles, painted wood, ashes, or other refuse. It could include naturally occurring materials commonly known as earth, topsoil, loam, subsoil, clay, sand or gravel, or any combination thereof.

Excess soil management: The management of *excess soil*, including its excavation, placement, hauling, tracking, characterization, and disposal.

Fill: Any type of material deposited or placed on land

Interim site: Sites owned or controlled by the owner/operator of a *Source site* or *Receiving site*, at which *excess soil* is temporarily stored. The term can also refer to sites that treat, remediate and transfer *excess soil* to other sites for final placement or disposal (defined below as "*soil processing sites*").

Receiving site: Sites that accept and receive *excess soil* and constitute the *excess soil's* final resting place. The term also includes larger commercial fill operations as well as other sites like agricultural operations or aggregate operations.

Soil processing site: Are subsets of *interim sites*, such as a waste disposal site that processes poorer-quality soil to remove or reduce the concentrations of contaminants, such that the soil can be re-used. These sites are subject to approval requirements under Part V of the Environmental Protection Act and are subject to inspections by the Ministry of the Environment and Climate Change.

Source site: Sites that generate *excess soil*. They are often construction or development sites or projects where *excess soil* is excavated and must be managed.

Management of Excess Soil – A Guide for Best Management Practices

Prepared by:

Ontario Ministry of the Environment

Central Region

Operations Division

January 2014

This guideline is not, and should not be construed as legal advice. A lawyer should be consulted on questions about the application or interpretation of the laws of Ontario as they relate to the matters covered by this guideline.

For more information:

Ministry of the Environment
Public Information Centre
Telephone: 416-325-4000
Toll free: 1-800-565-4923
Email: picemail.moe@ontario.ca
Website: www.ontario.ca/environment

© Queen's Printer for Ontario, 2014

PIBS 9603e

Table of Contents

BACKGROUND.....	4
What is "Excess Soil"?.....	4
Management of Excess Soil.....	4
PURPOSE AND APPLICATION OF THIS DOCUMENT	5
Activities Covered under these Best Management Practices	5
This Document and Applicable Law.....	5
BENEFICIAL REUSE AND MANAGEMENT OPTIONS	6
Management Options for Excavated Soil	6
Soil Treatment and Environmental Compliance Approvals	7
GENERAL EXCESS SOIL MANAGEMENT CONSIDERATIONS	7
Qualified Persons.....	7
Soil Quality	8
Laboratory Analysis and Analytical Procedures	8
Considerations for Pits and Quarries	8
Consultation and Engagement.....	9
Maintaining Records	9
Invasive Species.....	9
EXCESS SOIL: BEST MANAGEMENT PRACTICES	9
General.....	9
Transportation	10
Municipalities and Conservation Authorities	10
Procurement	11
Source Sites	11
Receiving Sites	12
Temporary Soil Storage Sites	14
ONTARIO REGULATION 153/04 AND THE SOIL AND GROUND WATER STANDARDS	16
Where RSCs are being submitted for filing	17

BACKGROUND

Soil is an important resource. The protection and conservation of soil in Ontario is a valuable component of maintaining the environment for present and future generations. The Ministry of the Environment (MOE) encourages the beneficial reuse of excess soil in a manner promoting sustainability and the protection of the environment. The best practices described within this document are intended to assist those managing excess soil, particularly when the soil may be affected by contamination, in preventing and mitigating the potential for adverse effects.

What is “Excess Soil”?

For the purpose of this document, “excess soil” is soil that has been excavated, mainly during construction activities, that cannot or will not be reused at the site where the soil was excavated and must be moved off site. In some cases, excess soil may be temporarily stored at another location before the excess soil is brought back to be used for a beneficial reuse at the site where the soil was originally excavated.

For the purpose of this document, “soil” is defined as it is Ontario Regulation 153/04 (Records of Site Condition – Part XV.1 of the Act):

unconsolidated naturally occurring mineral particles and other naturally occurring material resulting from the natural breakdown of rock or organic matter by physical, chemical or biological processes that are smaller than 2 millimetres in size or that pass the US #10 sieve.

This document does not apply to materials outside the scope of the above definitions, such as compost, engineered fill products, asphalt, concrete, re-used or recycled aggregate product and/or mine tailings, other products, including soil mixed with debris such as garbage, shingles, painted wood, ashes, or other refuse.

Management of Excess Soil

Excess soil must be managed in a sustainable manner in order to maintain a healthy economy while protecting the environment. Both the Growth Plan for the Greater Golden Horseshoe, under the Places to Grow Act, 2005, and the Provincial Policy Statement under the Planning Act encourage important policy objectives, such as new or renewed infrastructure, intensification of urban areas, and the redevelopment of brownfield sites. These activities often result in the need to manage large quantities of excess soil. Soil conservation and management should be integrated into all aspects of the planning and development process, from the initial concept, through permitting, construction, transportation and reuse of excess soil.

The Environmental Protection Act, R.S.O 1990, c. E.19 (EPA) provides the MOE with the authority to address the discharge of a contaminant into the natural environment that is causing or may cause an “adverse effect”, a term that is defined under the EPA. Where environmental concerns are identified at a site, the MOE may assess all activities related to soil management, including those occurring at the excavation site, during transportation or at sites where the soil

is received, and may take appropriate actions within the MOE's legislative mandate. This may include issuing orders arising from actual or potential adverse effects associated with improper soil management.

Those managing excavated soil or excess soil must ensure that the management does not result in the discharge of a contaminant into the natural environment that causes or may cause an adverse effect, and when required, must provide notice of the discharge of the contaminant(s) into the natural environment in accordance with the provisions of the EPA.

If, at any time, the management of excavated soil or excess soil causes an adverse effect, such as odour, litter, dust, noise, or other impacts to the natural environment or water quality, appropriate preventive and remedial actions should immediately be taken to alleviate the adverse effect or impact. Until these issues are addressed, the owner/operator may need to suspend all soil management activities, including soil excavating, transporting or receiving.

PURPOSE AND APPLICATION OF THIS DOCUMENT

Activities Covered under these Best Management Practices

The best management practices in this document provide guidance on how to handle excess soil beginning at the place where the soil is excavated (a "Source Site"), during the transportation of the excess soil, and through to a site where the excess soil can be reused for a beneficial purpose (a "Receiving Site").

This document also includes recommendations for temporary storage of excess soil at an intermediate site, between the Source Site and Receiving Site, where the intermediate site (a "Temporary Storage Soil Site") is owned or leased by the owner/operator of the Source Site or Receiving Site, for temporary storage of the excess soil.

The best management practices are not intended to be applied to small, low-risk construction or maintenance activities that are limited to single-dwelling residential properties, or activities associated with minor municipal road work or sewer/water main construction or repair. However, those involved in these smaller-scale projects and smaller-scale soil management activities are encouraged to consider whether the best practices may be useful, and to consult with any applicable approval authorities and Receiving Site owners/operators on reuse or disposal options before moving excess soil from a Source Site to a Receiving Site or Temporary Soil Storage Site.

This Document and Applicable Law

All those who create, manage, transport, receive or store excess soil are responsible for ensuring that the excess soil is managed in an environmentally sound manner. They must also meet all applicable legal requirements, including current provincial and federal regulatory requirements, such as: site alteration, noise and traffic by-laws and permitting regimes established by municipalities and Conservation Authorities; the soil management provisions in Ontario Regulation 153/04 that relate to the submission and filing of a Record of Site Condition;

and, when excavated soil and other excavated materials are being managed as a waste, the EPA and waste regulations.

These best management practices are intended to complement legal requirements; they are not themselves legal requirements or approvals and must not be taken to be, and they are subject to and do not replace legislation or legally binding documents of other kinds. Those who create, manage, transport, receive or store excess soil must be familiar with and remain responsible for complying with all applicable legislation and other legal requirements.

The best management practices are intended to provide general concepts which may be used to address the general management of excess soil for beneficial reuse purposes. Municipalities and Conservation Authorities are encouraged to consider the concepts set out in these best management practices when issuing permits or approvals, or establishing by-laws or policies for the management of excess soil, and make use of them as appropriate for the specific context. In this respect, where legally enforceable instruments seek to include or adopt the concepts in these best management practices, care should be taken to adapt the language in this document to make it appropriate for legally binding regulatory instruments and the particular requirements of the specific instrument.

BENEFICIAL REUSE AND MANAGEMENT OPTIONS

All stakeholders should look for opportunities to minimize the amount of soil to be excavated during construction projects. When soil does need to be excavated, the MOE encourages the reuse of the excavated soil at the site where it is excavated, to limit the amount of excess soil that requires management off site. The MOE encourages use of the excess soil for a beneficial purpose, provided that the use complies with applicable legislation and where the use does not have a potential to cause an adverse effect within the meaning of the EPA, or impair water quality under the Ontario Water Resources Act, R.S.O. 1990, c. O.40 (OWRA).

The MOE also promotes the reuse of excavated soil from civil construction projects at the site where the soil is excavated, or reuse of excess soil at other similar civil construction projects. The owners or developers of sites undergoing development activities that require soil for specific uses, such as the construction of berms or new roads, are encouraged to consider importing excess soil for this use. Reusing excess soil limits the need to import soil from natural or virgin sources, and may reduce the transportation distances associated with soil importation.

Management Options for Excavated Soil

There are several management options for soil excavated during construction that should be evaluated on a site by site basis. In all cases, the excavated soil or excess should be appropriate for its intended reuse. Some examples include:

On site

- direct reuse of the excavated soil at the excavation site; and

- treating or processing excavated soil and reusing the soil at the excavation site, in accordance with the terms and conditions of an Environmental Compliance Approval (ECA) where required.

Off Site

- reusing excess soil at a construction or development site where imported soil is required for purposes such as site alteration, filling in depressions/excavations, or re-grading;
- managing excess soil at an MOE-approved soil recycling, processing or treatment facility, in accordance with the terms and conditions of the ECA;
- reusing excess soil at a commercial site where soil is purchased to be reused at the site for a beneficial purpose, often referred to as a commercial fill site; and
- transporting excess soil to a MOE-approved waste disposal site for use as daily cover (as appropriate) or for final disposal in accordance with the terms and conditions of the ECA.

Both on-site and off-site management options for excavated soil may require temporary storage at another location prior to the soil being used for a beneficial reuse purpose.

Soil Treatment and Environmental Compliance Approvals

While soil can be reused in many instances, it is important to note that, when soils are affected by contamination to the point where they cannot be directly reused at the site where they were excavated or at a Receiving Site, treatment and processing options may be available to reduce the concentrations of contaminants. Soil treatment or processing facilities are not the subject matter of this document. The establishment and operation of soil treatment or processing facilities is subject to ECA requirements under the EPA.

Facilities that receive soil for storage prior to transportation to an approved soil treatment facility or MOE-approved waste disposal facility may also require an ECA.

GENERAL EXCESS SOIL MANAGEMENT CONSIDERATIONS

Qualified Persons

Those who manage excess soil are encouraged to retain the services of a Qualified Person (QP) within the meaning of section 5 of Ontario Regulation 153/04. QPs are professional geoscientists and professional engineers. A QP who is retained should be someone who can exercise professional judgment based on his or her experience in order to advise on appropriate reuse options for the excavated soil or excess soil, and make these decisions based on appropriate analysis and characterization of the soil. The QP should use a risk-based approach and take into consideration the effects of loading associated with the concentrations of individual contaminants in soil and the impacts on the pre-existing, ambient conditions at the site. This will likely require a QP who is qualified to prepare or supervise a risk assessment, as set out section 6 of Ontario Regulation 153/04. Depending upon the intended beneficial reuse of the excess soil, the QP may need to consult with others to make decisions on the appropriateness of the excess soil for reuse, such as an agrologist if soil is to be used for an agricultural purpose.

Soil Quality

Understanding whether the placement of soil may cause an adverse effect or a degradation of the pre-existing condition of the Receiving Site requires knowledge of the quality of the excess soil from the Source Site and the quality of soil at the Receiving Site.

Excess soil reuse is encouraged where chemical analyses of soil at the Source and Receiving Sites determine that the soil is appropriate to be reused at the Receiving Site. The analyses should be based on the specific conditions at the sites, including the history of the sites, and take into consideration the intended and/or anticipated future land uses of the Receiving Site. Soil placement should not degrade the existing conditions at a Receiving Site; for example, a new contaminant should not be introduced to the Receiving Site and the concentration of an existing contaminant should not be increased at the Receiving Site. When determining if excess soil is appropriate for a Receiving Site, consideration should also be given to the physical characteristics of the excess soil, including soil type and geotechnical suitability.

Professional expertise and judgment will be necessary to inform the assessment and the extent of testing to be undertaken including a reasonable identification of potential contaminants based reviewing the history and conditions of the sites.

Mixture and dilution of contaminated soils to reduce the concentrations of contaminants should not be undertaken.

Ontario Regulation 153/04 sets out soil standards which apply when a Record of Site Condition (RSC) is being submitted for filing. These soil standards are not intended to address overall soil management activities. Additional information on the use and application of these standards can be found later in this document within the section entitled, "Ontario Regulation 153/04 and the Soil and Ground Water Standards".

Laboratory Analysis and Analytical Procedures

It is recommended that soil analyses be undertaken by a laboratory with an internationally recognized accreditation body [e.g. Standards Council of Canada (SCC) or Canadian Association for Laboratory Accreditation (CALA)] and in accordance with the International Standard ISO/IEC 17025 – General Requirements for the Competence of Testing and Calibration Laboratories. It is recommended that analytical procedures should be conducted as outlined in section 47 of Ontario Regulation 153/04 and in the *Protocol for Analytical Methods Used in the Assessment of Properties under Part XV.1* of the Environmental Protection Act, July 1, 2011.

Considerations for Pits and Quarries

This document does not apply to aggregate resources that are extracted from pits and quarries. Where it has been determined that a pit or quarry is a suitable location for the large-scale deposit of fill, owners are encouraged to design and implement a Fill Management Plan (as outlined below in these best management practices) to facilitate the transition from pit/quarry operation through to rehabilitation to a future land use. Where appropriate, elements of the Fill

Management Plan may be incorporated into the appropriate regulatory tool, such as an aggregate licence/permit until rehabilitation and surrender are complete, or by municipal or conservation authority permits after rehabilitation.

Consultation and Engagement

Public consultation by the owners/operators of potential Receiving Sites is highly recommended and may be undertaken in conjunction with other public communication activities, such as those required for the purpose of zoning or permitting through municipal by-laws. If undertaken in conjunction with other communication activities, the event should be advertised to include information-sharing specific to the soil management activities.

Early in the process, proactive engagement with First Nations and Métis is recommended for those community partners that may be impacted or interested in the proposed activity.

Maintaining Records

For the purpose of any record-keeping mentioned in this document, it is recommended that records be retained for a minimum of 7 years after the completion of all excess soil management activities or the removal of all excess soil from a Temporary Soil Storage Site.

Invasive Species

Soil management activities can contribute to the introduction and spread of invasive species. Examples of species that can be moved to new areas through the movement of excess soil include European fire ants, Japanese knotweed, Phragmites, Giant hogweed, Garlic mustard and Dog strangling vine. Soil may contain plant parts, seeds, and invertebrates (e.g. European fire ants). Once introduced into a new area, these species can spread rapidly and often cause issues and concerns for landowners, and can have a significant impact on biodiversity. Disturbance and exposure of un-vegetated soil can also contribute to the establishment of invasive plants. Consideration should be given to controlling the introduction and spread of invasive species during all excess soil management activities. Those managing excavated soil may need to mitigate or eradicate invasive species or plant growth resulting from soil management activities.

EXCESS SOIL: BEST MANAGEMENT PRACTICES

The following are the recommended best management practices for excess soil.

General

To effectively manage excess soil, best management practices as outlined below, and as appropriate in individual circumstances, should be adopted by owners/operators of Source Sites, Receiving Sites and Temporary Soil Storage Sites. These best practices are intended to assist in preventing adverse effects. All sites that receive excess soil to be used for a beneficial purpose should be constructed, operated and maintained in a manner that ensures the health and safety

of all persons and prevents adverse effects or impairment of water quality within the meaning of the OWRA.

In addition to these practices, those engaging in the management of excess soil are encouraged to consider applicable industry codes of practice.

Transportation

It is recommended that owners and operators engaged in excess soil management activities have a Traffic and Transportation Management Plan. This plan should address the following considerations where applicable:

- location and configuration of site entrances;
- truck queuing and parking;
- dust control and mud-tracking prevention/truck cleaning; and
- haul routes between Source Sites, Receiving Sites and Temporary Soil Storage Sites.

When preparing a Traffic and Transportation Management Plan those managing excess soil should consult with local upper-tier and lower-tier municipalities regarding appropriate transportation routes.

Municipalities and Conservation Authorities

Municipalities are encouraged to consider all tools available to assist in sustainable excess soil management at the local level.

The Provincial Policy Statement and Provincial Plans, such as the Oak Ridges Moraine Conservation Plan, Niagara Escarpment Plan, Greenbelt Plan and Source Water Protection Plans, contain specific policies related to protection of ground and surface water resources, features and systems, including highly vulnerable aquifer areas, as well as natural heritage features and systems. They also contain policies on site alteration within, and adjacent to, these features and systems, including landform conservation. Municipalities should consider a proactive evaluation of whether there are areas within the municipality which are not suitable for receiving excess soils or certain types of excess soils and build these areas into their municipal management regime, such as site-alteration by-laws.

Municipalities and Conservation Authorities should also consider projects within their areas of jurisdiction where excess soil may be excavated and, where possible, encourage the reuse of excess soil for local projects. Municipalities are further encouraged to undertake initiatives within their jurisdictions and to work with partner agencies, such as Conservation Authorities, to establish and track excess soil creation and identify sites that may require excess soil. A strategic and long-term management plan developed at a municipal level would be beneficial to anticipate soil generation and soil demand projects in order to plan soil reuse opportunities and to help inform future land use planning considerations, including the need for Temporary Soil Storage Sites.

Procurement

When tendering contracts that may include the management or movement of excess soil, municipalities, government ministries and agencies and others who procure services related to excess soil management, should consider incorporating these best management practices as requirements. Procurement documents should specify the need for a Soil Management Plan at a Source Site, and the need to identify the appropriateness of Receiving Site(s) based on a Fill Management Plan. This is recommended to ensure that, before the transportation of excess soil to a Receiving Site or a Temporary Soil Storage Site, the owner and operator of the Source Site is aware of excess soil management considerations and the ultimate destination(s) of the excess soil.

Source Sites

The owner/operator of a Source Site should retain the services of a QP to develop a Soil Management Plan.

The following items should be included in the Soil Management Plan:

- a copy of the detailed sampling and analysis plan for all excavated soil from the Source Site;
- the estimated volume of excess soil to be managed off-site;
- a site plan that identifies all the areas to be excavated, with the estimated volume and soil type and quality of each area, along with a copy of the detailed instructions to on-site contractors identifying the area and depth of soil to be excavated for off-site management; and
- a list of potential Receiving Sites linked to excavated areas of the site plan.

Excess soil should not be transported from a Source Site to a Receiving Site without confirmation that a Fill Management Plan exists for the Receiving Site. For excess soil being transported to a Temporary Soil Storage Site, the Source Site owner/operator should confirm that the Temporary Soil Storage Site is being operated with regard to the best management practices outlined below.

When excess soil is removed from the Source Site and transported to a Receiving Site:

- each load should be accompanied by documentation signed by the Source Site QP that includes appropriate and representative soil analyses from the soil at the Source Site confirming the soil quality is acceptable for the intended Receiving Site in accordance with the Receiving Site's Fill Management Plan;
- the Source Site owner and QP should obtain and keep written documentation from the Receiving Site confirming that the soil was received and the quality and quantity were acceptable in accordance with the Receiving Site's Fill Management Plan.

When excess soil is removed from the Source Site and transported to a Temporary Soil Storage Site:

- each load should be accompanied by documentation signed by the Source Site QP that includes appropriate and representative soil analyses from the soil at the Source Site confirming the soil quality is acceptable for storage at a Temporary Soil Storage Site;
- the Source Site owner and QP should obtain and keep written documentation from the Temporary Soil Storage Site confirming that the soil was received and the quality and quantity were acceptable for an intended reuse at a Receiving Site.

The owner/operator of a Source Site should ensure that all provisions of the Soil Management Plan are carried out.

If requested, the QP at the Source Site should make documentation, including all past environmental site assessment information, available to any proposed Receiving Site.

Receiving Sites

Prior to establishing a proposed Receiving Site, the owners/operators of the proposed Receiving Site should:

- undertake pre-consultation with local municipalities, any applicable Conservation Authorities and any local First Nations and Métis communities;
- undertake public consultation to ensure local community and land owners are aware of the proposal and have an opportunity to comment; and
- ensure the comments received are taken into consideration and are used to inform the final design and operation of the Receiving Site.

The owner/operator of a Receiving Site should retain the services of a QP to undertake an assessment to establish the current site condition of the soil and ground water to ensure the site is appropriate to be used as a Receiving Site. Appropriateness of the site should be based on, and take into consideration soil type and permeability in addition to nearby receptors and features, such as source water protection areas, natural hazard areas, surface water features, natural heritage features, wetlands and their areas of hydrologic influence, and ground water recharge rates, patterns and areas. Consideration should also be given to the future land use for the site, including potential agricultural uses and capacity.

Once the assessment has been undertaken to demonstrate the site is suitable to receive excess soil, the QP should prepare a Fill Management Plan, which outlines the overall condition and operation of the Receiving Site and should include the following:

- procedures to prevent the introduction of invasive plant or animal species;
- copies of any documentation regarding municipal or Conservation Authority licences/permits, provisions of provincial plans which apply to the site, and any requirements of provincial ministries;
- identification of appropriate soil quality and soil types for excess soil to be received at the site as determined by the QP based on site location/sensitivity, anticipated land use, ground water use/sensitivity, pre-existing site conditions or other factors as to ensure that there is no likelihood of adverse effect;
- dust and noise control measures;

- site security measures;
- Traffic and Transportation Management Plan;
- protocol for incoming excess soil specifying:
 - that each incoming load have documentation signed by the Source Site QP that includes appropriate and representative soil analyses confirming the soil quality is acceptable for the Receiving Site;
 - that visual and olfactory inspections will be conducted of all incoming loads to screen for odour, visible staining or debris; and
 - contingency measures for load rejections.
- a record keeping system to create and store written documentation to track each incoming load of excess soil including records of:
 - date and time of arrival of the load to the Receiving Site;
 - name and location of the Source Site;
 - volume of excess soil received;
 - documentation from the Source Site signed by a QP, including soil analytical results;
 - confirmation by the Receiving Site QP acknowledging that the incoming excess soil is acceptable for receipt at the site;
 - rejections of any loads of soil due to visual inspection or review of analytical results; and
 - documentation to the Source Site owner/operator and QP, once excess soil is received, confirming the soil was received and the type, quality and quantity was appropriate.
- clear signage at the site, which identifies a contact name, hours of operation (with reference to local by-laws where appropriate), and daily and after-hours contact telephone numbers;
- stormwater management plan, which includes provisions to prevent ponding and flooding;
- erosion control and run-off controls sufficient to prevent impacts to drainage and sediment discharge to nearby nearby watercourses or stormwater systems, and to ensure materials remain where placed;
- audit sampling protocols consisting of:
 - sampling protocols (designed by a QP) sufficient to produce results that would be representative of the volume of excess soil that is being received from each Source Site; and a
 - contingency plan to identify actions that are to be taken in the event that audit sampling or other information identifies concerns with soil quality from a Source Site.
- soil placement/segregation protocol sufficient to identify where excess soil from each Source Site has been placed, such that it can be assessed if required.

The owner/operator of a Receiving Site should ensure that all provisions of the Fill Management Plan are carried out.

Owners/operators of a Receiving Site may need to provide Financial Assurance, by an order issued by an MOE Regional Director or in another manner by appropriate agencies, including municipalities, before the site begins operating or during operations, to ensure any issues that

may arise with material brought to the Receiving Site can be addressed in a timely and effective manner.

Some of the items listed above may be part of other approval requirements (for example, a site alteration or development permit) and owners/operators must ensure compliance with these legal requirements.

Owners/operators of Receiving Sites should also consider pre-approval of Source Sites based on a protocol determined by the Source Site and Receiving Site QPs.

Temporary Soil Storage Sites

In some cases, to facilitate reuse of excess soil, an owner/operator of a Source Site may need to store the excess soil at an intermediate location before the excess soil can be reused at a Receiving Site.

Temporary Soil Storage Sites are likely to be established on a wide range of sites with site-specific considerations. Those who establish these sites should consult with the local MOE District Office to clarify the appropriate site-specific controls to be implemented to prevent adverse effects. Up-to-date information on how to contact the local MOE District Office can be obtained from the MOE website.

Consideration should be given to whether municipal approvals or permits are required for Temporary Soil Storage Sites. These may include local restrictions for storage site volumes as a permitted use, or stockpile heights.

Generally, temporary soil storage activities should be located outside of areas regulated by Conservation Authorities.

Prior to establishing a Temporary Soil Storage Site, the owner/operator of the proposed site should have documentation confirming that the excess soil will be stored on an interim basis, prior to its direct transportation to identified Receiving Sites where the excess soil will have an intended beneficial reuse.

A Temporary Soil Storage Site should store the excess soil from a Source Site for a specified, pre-determined period. The owner/operator of a Source Site should identify the Receiving Site for any excess soil to be stored at a Temporary Soil Storage Site before the excess soil is moved from the Source Site to the Temporary Soil Storage Site for interim storage prior to reuse.

The MOE expects that all activities at a Temporary Soil Storage Site will be overseen by a QP, and the site will be constructed, operated and maintained in a manner that ensures the health and safety of all persons and prevents adverse effects within the meaning of the EPA or impairment of water quality within the meaning of the OWRA.

Temporary Soil Storage Sites should not be established for a period greater than 2 years. If the excess soil cannot be used at the previously identified Receiving Site within a 2 year period, the owner/operator of the Temporary Soil Storage Site should have a contingency plan for the appropriate off-site disposal or alternative reuse of all soil stored at the Temporary Soil Storage

Site. If soil storage needs to be undertaken for a longer period, there should be consultation with the local MOE District Office. Appropriate MOE action may be taken where it can be concluded that excess soil is not being stored temporarily before reuse at the identified Receiving Site.

All excess soil coming to a Temporary Soil Storage Site should be appropriately characterized by the Source Site QP and appropriate soil type and quality should be determined by the Source Site QP based on the intended reuse at a Receiving Site in accordance with the Receiving Site Fill Management Plan. Mixture and dilution of soil to reduce the concentrations of contaminants at Temporary Soil Storage Sites should not be undertaken.

Operational best management practices for Temporary Soil Storage Sites include:

- having a paved or otherwise impermeable surface;
- covering soil storage piles while not in use;
- limiting stockpile heights based on site location and site specific information, including adherence to local by-laws where applicable;
- conducting site inspections to ensure that the site is operating in accordance with its operational practices and that the storage of excess soil is not causing an adverse effect;
- notifying surrounding land owners to ensure they are aware of the site purpose and activities;
- establishing the following:
 - dust and noise control measures;
 - site security measures;
 - Traffic and Transportation Management Plan;
 - protocol for incoming excess soil specifying:
 - that each incoming load have documentation signed by the Source Site QP that includes appropriate and representative soil analyses confirming the soil quality is acceptable for an intended Receiving Site;
 - that visual and olfactory inspections will be conducted of all incoming loads to screen for odour, visible staining or debris; and
 - contingency measures for load rejections.
- a record keeping system to create and store written documentation that tracks each incoming load of excess soil including written records of:
 - date and time of arrival of the load to the Temporary Soil Storage Site;
 - name and location of the Source Site;
 - volume of excess soil received;
 - documentation from the Source Site signed the QP, including soil analytical results for incoming loads;
 - rejections of any loads of soil due to visual inspection or review of analytical results; and
 - documentation to the Source Site owner/operator and QP, once excess soil is received, confirming the soil was received and the type, quality and quantity was appropriate.

- clear signage at the site, which identifies a contact name, hours of operation (with reference to local by-laws where appropriate), and daily and after-hours contact telephone numbers;
- stormwater management plan, which includes provisions to prevent ponding and flooding;
- erosion control and run-off controls sufficient to prevent impacts to drainage and sediment discharge to nearby nearby watercourse or stormwater systems, and to ensure materials remain where placed;
- soil placement/segregation protocol sufficient to identify where excess soil from each Source Site has been placed, such that it can be assessed if required.

Where Temporary Soil Storage Sites are accepting soil from multiple Source Sites, an audit sampling protocol should also be developed consisting of:

- sampling protocols (designed by a QP) sufficient to produce results that would be representative of the volume of excess soil that is being received from each Source Site; and
- a contingency plan to identify actions that are to be taken in the event that audit sampling or other information identifies concerns with soil quality from a Source Site.

The owner/operator of a Temporary Soil Storage Site should ensure the operational best management practices outlined above are carried out.

Owners/operators of a Temporary Soil Storage Site may need to provide Financial Assurance, by an order issued by an MOE Regional Director or in another manner by appropriate agencies, including municipalities, before the site begins operating or during operations, to ensure any issues that may arise with material brought to the Temporary Soil Storage Site can be addressed in a timely and effective manner.

ONTARIO REGULATION 153/04 AND THE SOIL AND GROUND WATER STANDARDS

Ontario Regulation 153/04 sets out standards for soil, ground water and sediment which apply when a Record of Site Condition (RSC) is submitted to the MOE for filing on the Environmental Site Registry. The generic contaminant standards are set out in, "Soil, Ground Water and Sediment Standards, for Use under Part XV.1 of the Environmental Protection Act" *dated April 15, 2011*, (Standards) and are referred to as Tables 1 through 9. These Standards assume certain conditions at an RSC property as well as an intended property use. The property uses are categorized in Ontario Regulation 153/04.

The Table 1 Standards or "Background" values were developed from the Ontario Typical Range data collection program for soils. The program involved collection of uncontaminated surface soil from around the province. Naturally occurring concentrations vary throughout Ontario. Table 1 Standards are a statistical estimate of the upper levels of provincial background concentrations. Roughly 98% of uncontaminated Ontario soils will be below the Table 1 Standards for a specific substance. For some individual chemical substances, Table 1 Standards may be higher than ambient concentrations at a Receiving Site. The Standards set out in Tables 2-9 were developed

using scientific models and technical assumptions in order to meet specific objectives designed to support the redevelopment of brownfield sites in Ontario.

The Standards are not intended to address overall soil management activities. For example, the Standards are based on assumed contaminant volumes and loadings and do not account for wide variance in soil volume and contaminant loadings which may occur with general soil management.

In some cases, the Standards may not be appropriate for assessing soil being imported to a Receiving Site without consideration being given to the rationale document used in their development. A QP should consider the appropriateness of the proposed application of the Standards and whether the assumptions used in the development of Standards remain valid. The rationale document is entitled, "Rationale for the Development of Soil and Ground Water Standards for Use at Contaminated Sites in Ontario, revised version April 15, 2011".

QPs using the Standards in Tables 1-9 must ensure they are aware of how the Standards were developed, and the important assumptions behind the Standards are considered when they are applied to excess soil management activities. The assumptions and methods used in the development of the Standards are fully described in the rationale document. In undertaking this assessment, the QP should take into consideration the effects of loading associated with the concentrations of individual contaminants in soil and the impacts on the pre-existing, ambient conditions at the site, including the introduction of new contaminants to a Receiving Site. This will likely require a QP who is qualified to prepare or supervise a risk assessment, as set out section 6 of Ontario Regulation 153/04.

When considering the applicability of the Standards for use at a particular site, it is important to note that elevated concentrations of contaminants when compared to the Standards do not necessarily imply that:

- there is a risk to human health or the environment;
- remediation is required; or
- excess soil should be considered a waste.

An elevated concentration when compared to the Standards may suggest that additional site-specific studies, evaluations or assessments are warranted. These additional site-specific studies, evaluations or assessments should, at a minimum, be done in accordance with these best practices.

Where RSCs are being submitted for filing

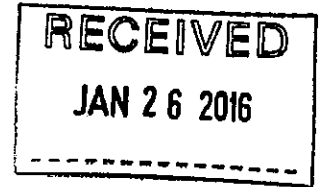
Owners of both Source Sites and Receiving Sites may be submitting an RSC for filing under the EPA and Ontario Regulation 153/04. This is an example of legislation which has legal requirements which apply to soil management and must be followed. The best management practices in this document are not legal requirements and do not apply to anything related to the filing of an RSC.

Before a Receiving Site owner who intends to submit an RSC for filing receives excess soil, the owner and QP will need to review and comply with applicable provisions of Ontario Regulation 153/04 (Part XII - Soil) dealing with the receipt of soil at a RSC property. For additional information, please refer to the MOE's website, and the Fact Sheet entitled, "Bringing Soil to an RSC Property" (PIBS 8429e – April 2011).



400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6

Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: www.grandriver.ca



January 25, 2016.

BY COURIER

Ms. Denise B. Holmes, CAO/Clerk-Treasurer,
Township of Melancthon,
157101 Highway #10,
Melancthon, ON L9V 2E6

Dear Ms. Holmes:

Re: 2016 Budget and Levy Meeting

Please be advised that the Annual General Meeting of the Grand River Conservation Authority will be held on Friday, February 26, 2016, at 9:30 a.m. at the Administration Centre in Cambridge, to consider the 2016 Budget and General Municipal Levy.

A Draft Budget was reviewed by the General Members on January 22, 2016, and staff were directed to send a Preliminary Budget (copy enclosed) to all Member Municipalities in advance of the Annual General Meeting. The Preliminary Budget includes a General Levy of \$10,809,000 which represents a 2.5% increase over 2015. The Levy, if approved, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as outlined in Ontario Regulation 670/00 with an adjustment for the City of Hamilton, based upon a local agreement. The Preliminary Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2016. Also enclosed is a calculation of the apportionment of the General Levy to participating municipalities.

Each year, the Grand River Conservation Authority budget process begins with a five year forecast that includes programs to address the current and future needs of its municipal partners. During recent months, the General Members carefully reviewed the five year forecast and one draft of the 2016 budget. The Levy requirement that is included in this Preliminary 2016 Budget will allow the "base" programs that were in place in 2015 to continue, as well as provide for water-related capital expenditures to take place, with matching grants from the Province of Ontario.

Should you have any questions concerning the Preliminary Budget or the process for establishing Levy, please contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "Keith Murch".

Keith Murch,
Assistant Chief Administrative Officer
and Secretary-Treasurer,
Grand River Conservation Authority.

BUD 1

FEB 04 2016



Preliminary 2016 Budget

January 22nd, 2016

Grand River Conservation Authority

2016 Budget

Index

Schedules

Pages

1) Summary Schedules

• GRCA 2016 Budget Highlights	1-4
• Summary of Revenue and Expenditures	5
• Overview - 2016 Revenue by Source	6
• Overview – 2016 Expenditures by Category	7
• GRCA Per Capita Levy 2006 to 2016	8
• Summary of Expenditures, Funding and Change in Municipal Levy	9
• Summary of Municipal General Levy	10

2) Section A – Operating Budget 11-36

• Table 1: Water Resources Planning and Environment	
• Table 2: Flood Forecasting and Warning	
• Table 3: Water Control Structures	
• Table 4: Planning	
• Table 5: Forestry and Conservation Lands Property Tax	
• Table 6: Conservation Services	
• Table 7: Communications and Foundation	
• Table 8: Outdoor Education	
• Table 9: Corporate Services	
• Table 10: Conservation Lands, Property Rentals, Hydro, Conservation Areas, and other Miscellaneous Revenues and Expenditures	
• Other Information (Information Systems and Motor Pool)	

3) Section B – Capital Budget 37-40

4) Section C – Special Projects Budget 41-43

GRCA 2016 Budget Highlights

As a successful partnership of 39 municipalities, working together to promote, restore and care for the Grand River watershed, the Grand River Conservation Authority (GRCA) is a leader in watershed management. The province of Ontario and many community groups also work with the GRCA to improve the watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. The watershed takes in one of the fastest growing regions in the province, with a population of more than one million, and is also home to some of the most extensively farmed land in the nation.

The prospect of high growth and the impact on natural resources and quality of life present an enormous challenge to the GRCA, its member municipalities and all watershed residents. There is an urgent need to work co-operatively to ensure wise stewardship of the Grand River and its resources.

The work of the GRCA is divided into seven business areas:

- Reducing flood damages
- Improving water quality
- Maintaining reliable water supply
- Protecting natural areas and biodiversity
- Watershed planning
- Environmental education
- Outdoor recreation

In order to carry out these functions, the GRCA draws revenues from a variety of sources:

- User fees, such as park admissions, nature centre programs, planning fees and others, which are established to offset most, if not all, of the cost of these services
- Revenues from property rentals and hydro generation at GRCA dams
- Municipal levies, which are applied primarily to watershed management programs
- Municipal grants dedicated to specific programs, such as the Rural Water Quality Program and Water Quality Monitoring
- Provincial transfer payments for water management operating expenses
- Provincial grants for specific purposes, such as studies on Source Water Protection and Capital Projects related to water management
- Donations from the Grand River Conservation Foundation for programs such as outdoor education, tree nursery operations and various special projects
- Federal grants and other miscellaneous sources of revenue

In 2016, the GRCA will continue to work on the development and implementation of a **Drinking Water Source Protection Plan** for each of the four watersheds in the Lake Erie Source Protection Region, including the Grand River watershed under the *Clean Water Act, 2006*. All four Source Protection Plans are now approved. The Kettle Creek and Catfish Creek plans came into effect on January 1, 2015, and the plans for the Long Point Region and Grand River watersheds will come into effect on July 1, 2016. Besides supporting municipalities and other agencies in implementing the plans, the focus will be on completing the water quantity risk assessment studies and development of water quantity policies, and the development of an annual progress reporting framework.

The **Water Management Plan** was endorsed in 2014 as an update to the 1982 Grand River Basin Study that charts a course of actions to reduce flood damages, ensure water supplies, improve water quality and build resilience to deal with a changing climate. The first annual progress report – A Report on Actions was published in 2015. Municipal, provincial and federal government, as well as Six Nations water managers meet quarterly to report on the progress of the commitments they made in the Plan. Annual progress reporting is projected through to 2019.

During 2016, the **redesign of the GRCA website** will be completed. The current GRCA website is widely used, and receives more than one million unique visits a year. However, it is more than a decade old in design and technology. The GRCA has been working with a consulting company to design a new website that will be visitor-friendly, providing more and better tools for customers. The new website is expected to launch in early 2016.

During 2016, the GRCA will continue to manage the **Emerald Ash Borer** infestation. The GRCA's Emerald Ash Borer Strategy includes a number of elements, such as detection, risk assessment, hazard tree removal, treatment and replacement plantings.

At the end of 2014, GRCA received approval for four years of funding for a **Volunteer Coordination Program**. This program became fully operational during 2015 and will continue through to 2018.

Major **water control capital projects** planned for 2016 include upgrades to backup generators and fuel systems at Shand, Guelph and Woolwich dams; completion of gate inspections at Guelph Dam; phase 2 of the Laurel Dam safety study; purchase of a backup trailer generator for Conestogo Dam; review of the gate electrical control system at Conestogo dam; a dam safety study update at Woolwich Dam; gate repairs and modifications at Woolwich dam; design of gate rehabilitation specifications for Woolwich Dam; stop log replacements at Caledonia and Dunnville; design of concrete and embankment repairs at Wellesley Dam; and continued design and rehabilitation of portions of the Brantford, Bridgeport and Cambridge dykes.

1. Watershed Management and Monitoring

Watershed management and monitoring programs protect watershed residents from flooding and provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Activities include operation of flood and erosion control structures such as dykes and dams; flood forecasting and warning; water quality monitoring; restoration and rehabilitation projects; water quantity assessment; watershed and subwatershed studies.

Operating Expenditures:

Water Resources Planning and Environment	\$2,027,400 (Table 1)
Flood Forecasting and Warning	\$ 760,700 (Table 2)
Water Control Structures	\$1,687,400 (Table 3)

Capital Expenditures:	\$1,800,000 (Section B)
Total Expenditures:	\$6,295,500

Revenue sources: Municipal levies and provincial grants.

2. Planning

Program areas:

- a) Floodplain Regulations
The administration of conservation authority regulations related to development in the floodplain and other natural hazards, wetland, slopes, shorelines and watercourses.
- b) Plan Input and Review
Planning and technical review of municipal planning documents and recommending environmental policies for floodplains, wetlands and other environmentally significant areas; providing advice and information to municipal councils on development proposals and severances; review of environmental assessments; and providing outside consulting services on a fee-for-service basis to other conservation authorities and agencies.

Operating Expenditures: **\$1,974,500** (Table 4)

Capital Expenditures: **NIL**

Revenue sources:

Permit fees, enquiry fees, plan review fees, provincial grants and municipal levy

3. Watershed stewardship

The watershed stewardship program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound water and environmental practices that will enhance, restore or protect their properties. Some activities are reforestation through the Burford Tree Nursery and tree planting programs, the Rural Water Quality Program, restoration and rehabilitation projects, providing conservation information through brochures, publications, the web site and media contacts.

Operating Expenditures:

Forestry & Conservation Land Taxes	\$ 1,456,300 (Table 5)
Conservation Services	\$ 814,700 (Table 6)
Communications and Foundation	\$ 654,300 (Table 7)

Capital Expenditures: **NIL**

Total Expenditures: **\$2,925,300**

Revenue sources:

Municipal levies and grants, provincial grants, tree sales, landowner contributions, donations from the Grand River Conservation Foundation and other donations.

4. Conservation Land Management

This includes expenses and revenues associated with the acquisition and management of land owned or managed by the GRCA including woodlots, provincially significant wetlands (e.g. Luther Marsh, Dunnville Marsh), passive conservation areas, rail-trails and a number of rental properties. Activities include forest management, woodlot thinning, and hydro production at our dams.

Operating Expenditures:

Conservation Lands, Rentals, Misc	\$3,788,050 (Table 10-Conservation Lands)
Hydro Production	\$ 228,000 (Table 10-Hydro Production)

Capital Expenditures: NIL
Total Expenditures: \$4,016,050

Revenue sources:

Property rentals, hydro production, timber sales, conservation land income, donations from the Grand River Conservation Foundation

5. Education

The GRCA operates six nature centres, which provide curriculum-based programs to about 50,000 students from six school boards and independent schools throughout the watershed. In addition, about 16,000 members of the public attend day camps and weekend family and community events.

Operating Expenditures: \$1,178,900 (Table 8)
Capital Expenditures: NIL

Revenue sources: School boards, nature centre user fees, community event fees, donations from the Grand River Conservation Foundation and municipal general levy.

6. Recreation

This includes the costs and revenues associated with operating the GRCA's 11 active conservation areas. The GRCA offers camping, hiking, fishing, swimming, skiing and other activities at its parks. It provides 2,500 campsites, making it the second-largest provider of camping accommodation in Ontario. About 1 million people visit GRCA parks each year. The parks are financially self-sufficient.

Operating Expenditures: \$6,476,000 (Table 10)
Capital Expenditures: \$ 683,000 (Section B)
Total Expenditures: \$6,917,000

Revenue sources:

Conservation Area user fees, donations and provincial grants.

7. Corporate services

This includes the cost of head office functions such as accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the General Membership.

Operating Expenditures: \$3,187,023 (Table 9)
Capital Expenditures: \$ 189,000 (Section B)
Total Expenditures: \$4,376,023

Revenue sources: Municipal levies and provincial grants.

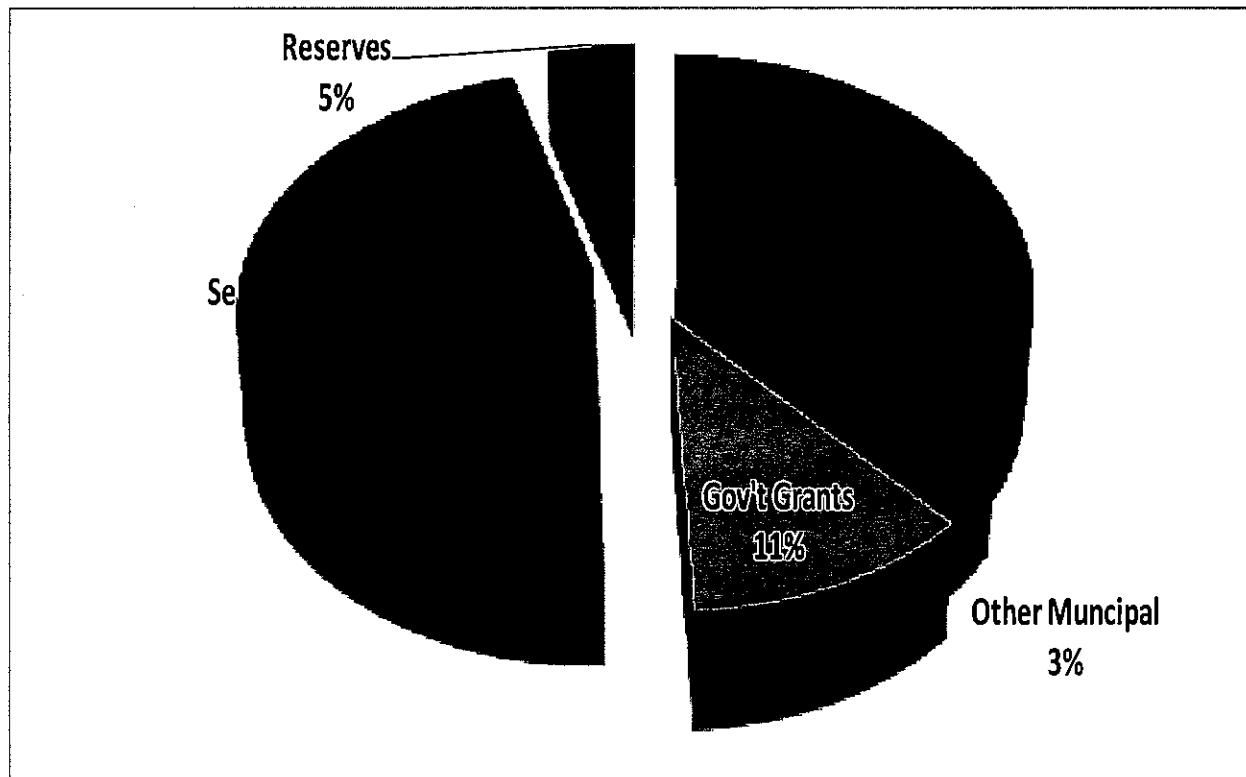
GRAND RIVER CONSERVATION AUTHORITY

BUDGET 2016 - Summary of Revenue and Expenditures

FUNDING		Actual 2014	Budget 2015	Budget 2016	Budget Incr/(decr)
Municipal General Levy Funding		10,292,000	10,548,000	10,809,000	261,000 2.5%
Other Government Grants		5,086,645	3,935,073	4,425,073	490,000 12.5%
Self-Generated Revenue		16,847,392	13,807,865	14,214,700	406,835 2.9%
Funding from Reserves		1,404,804	1,248,000	1,423,000	175,000 14.0%
TOTAL FUNDING		33,630,841	29,538,938	30,871,773	1,332,835 4.5%
EXPENDITURES		Actual 2014	Budget 2015	Budget 2016	Budget Incr/(decr)
Base Programs - Operating includes funding to reserves	SECTION A	26,703,688	23,614,938	24,233,273	618,335 2.62%
Base Programs - Capital	SECTION B	2,693,248	2,549,000	2,672,000	123,000 4.83%
Special Projects	SECTION C	3,960,740	3,375,000	3,966,500	591,500 17.5%
TOTAL EXPENDITURES		33,357,676	29,538,938	30,871,773	1,332,835 4.5%
NET RESULT		273,165			

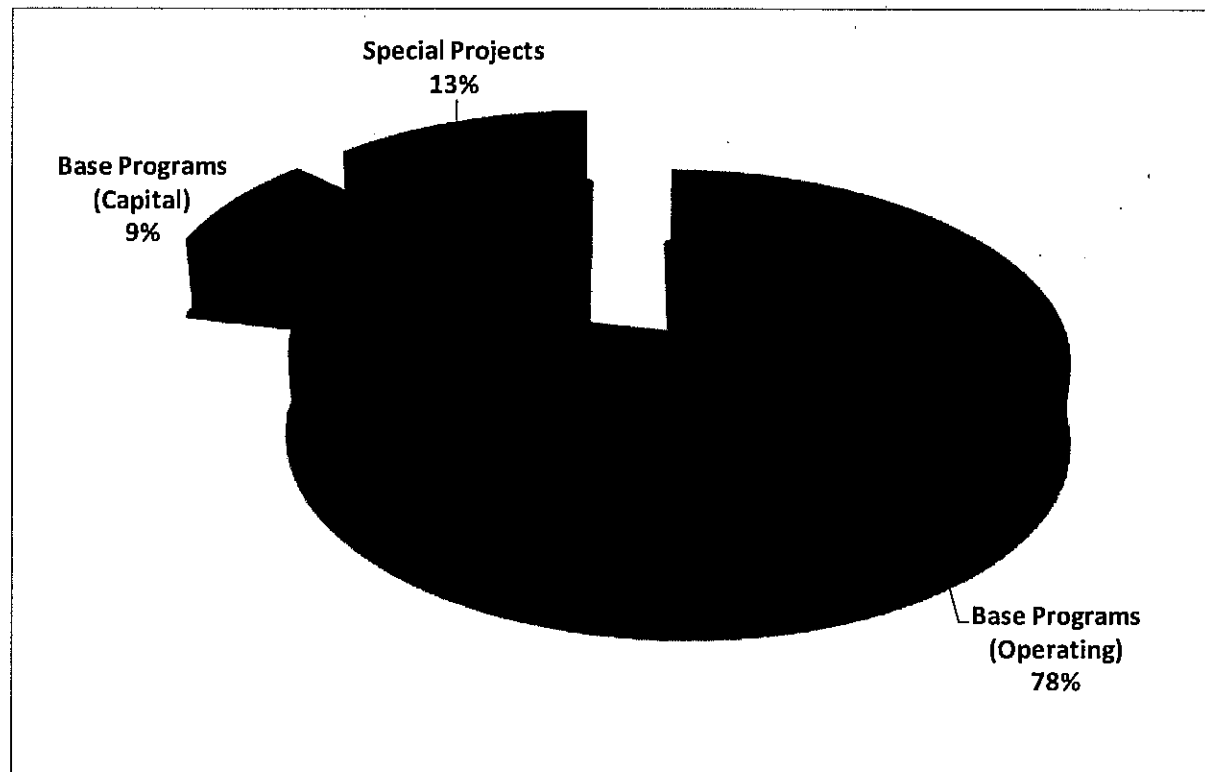
2016 Budget – Revenue by Source

Total 2016 Budget Revenue = \$30.9 Million (\$ 29.5 Million in 2015)

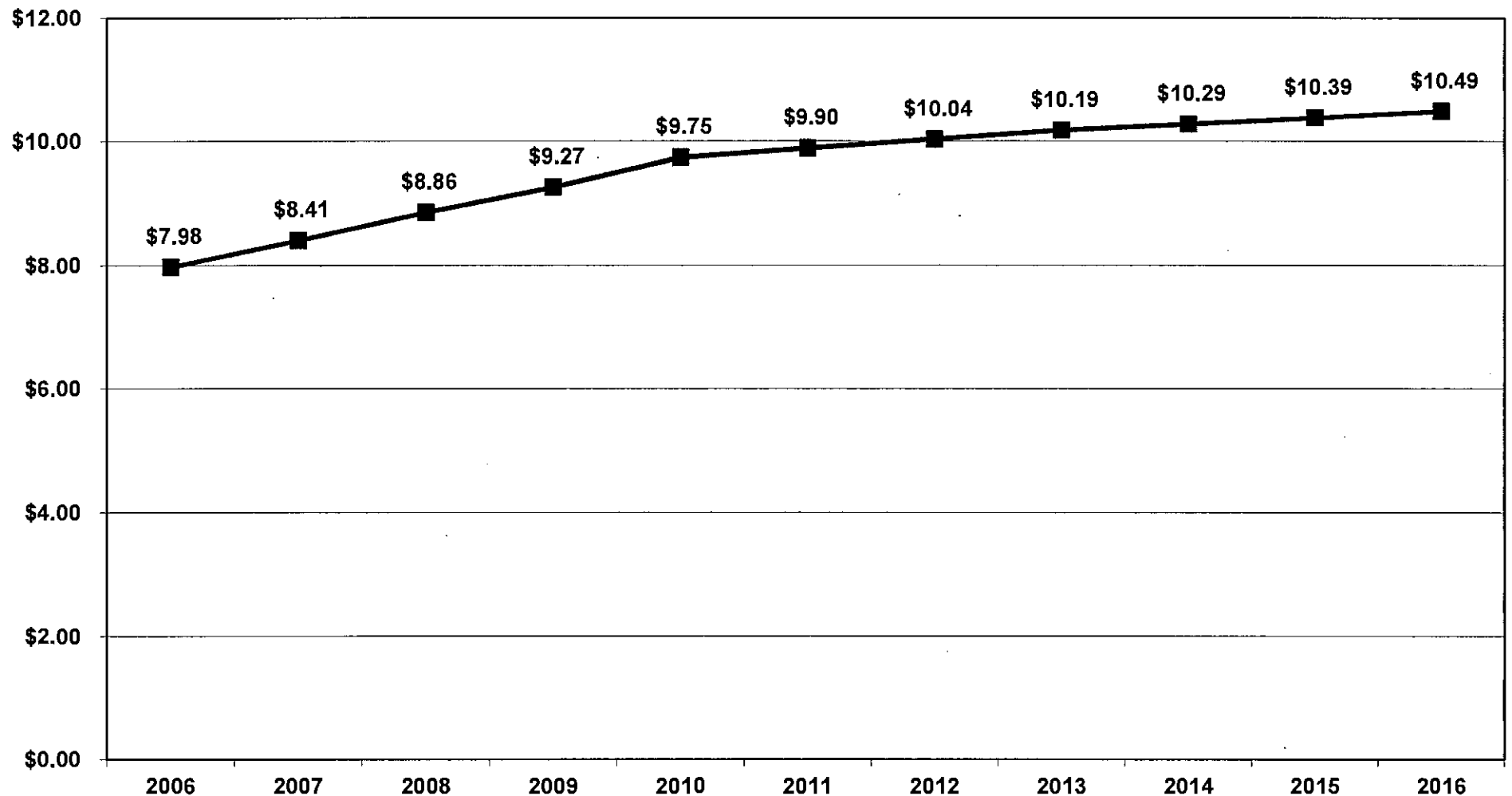


2016 Budget – Expenditures by Category

2016 Budget Expenditures = \$30.9 Million (\$ 29.5 Million in 2015)



GRCA Per Capita Levy 2006 to 2016



GRAND RIVER CONSERVATION AUTHORITY

Budget 2016 - Summary of Expenditures, Funding and Change in Municipal Levy

		TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	TABLE 6	TABLE 7	TABLE 8	TABLE 9	TABLE 9	TABLE 9	TABLE 10	TABLE 10	TABLE 10		
		Water Resources Planning & Environment	Flood Forecasting & Warning	Water Control Structures	Resource Planning	Forestry & Conservation Land Taxes	Conservation Services	Communications & Foundation	Environmental Education	Corporate Services	Surplus available to offset Municipal Levy Increase	Conservation Land and Rental Management and Misc	Hydro Production	Conservation Areas		TOTAL	
2016 OPERATING																	
TOTAL EXPENSES	A	2,027,400	760,700	1,687,400	1,974,500	1,456,300	814,700	654,300	1,178,900	3,187,023		3,788,050	228,000	6,476,000		24,233,273	A
TOTAL OTHER FUNDING	B	150,700	252,955	400,350	868,368	830,000	148,000	25,000	875,000	155,000		3,517,900	500,000	6,476,000		14,199,273	B
"Other Programs" Surplus/(Loss)	B less A											(270,150)	272,000	-		1,850	
Surplus used to reduce Levy	C										(1,850)					1,850	
Surplus 2015 carried forward to 2016											(225,000)					225,000	
2016 Levy	A less B less C	1,876,700	507,745	1,287,050	1,106,132	626,300	666,700	629,300	303,900	3,032,023	(226,850)	0	0	0		9,809,000	C
																0	NET RESULT
Levy Increase:																	
2016 Levy		1,876,700	507,745	1,287,050	1,106,132	626,300	666,700	629,300	303,900	3,032,023	(226,850)					9,809,000	
2015 Levy		1,839,400	488,945	1,290,850	1,067,032	591,800	647,000	610,600	291,300	3,032,888	(311,815)					9,548,000	
Levy Increase over prior year		37,300	18,800	(3,800)	39,100	34,500	19,700	18,700	12,600	(865)	84,965	n/a	n/a	n/a		261,000	
2016 CAPITAL																	
		Water Resources Planning & Environment	Flood Forecasting & Warning	Water Control Structures						Corporate Services				Conservation Areas			
TOTAL EXPENSES	A	110,000	190,000	1,500,000						189,000				683,000		2,672,000	
TOTAL OTHER FUNDING	B	100,000	-	700,000						189,000				683,000		1,672,000	
2016 Levy	A less B	10,000	190,000	800,000						-				-		1,000,000	
Levy Increase:																	
2016 Levy		10,000	190,000	800,000						-				-		1,000,000	
2015 Levy		10,000	190,000	800,000						-				-		1,000,000	
Levy Increase over prior year																	
2016 SPECIAL																	
		Water Resources Planning & Environment	Flood Forecasting & Warning	Source Protection Program		Forestry & Conservation Land Taxes	Conservation Services	Communications & Foundation	Environmental Education			Conservation Land and Rental Management and Misc					
TOTAL EXPENSES	A	290,000	200,000	835,000		150,000	1,056,000		423,500			572,000				3,966,500	
TOTAL OTHER FUNDING	B	290,000	200,000	835,000		150,000	1,056,000		423,500			572,000				3,966,500	
2016 Levy	A less B																
															TOTAL EXPENSES TOTAL FUNDING	30,871,773	
															NET RESULT	30,871,773	
																-	

Grand River Conservation Authority Summary of Municipal Levy - 2016 Budget

DRAFT-January 22 2016

	% CVA in Watershed	2015 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2016 Budget Operating Levy	2016 Budget Capital Levy	2016 Budget Total Levy	Actual 2015 Levy	% Change
Brant County	84.0%	5,252,214,719	4,411,860,364	3.1%	306,970	31,295	338,265	331,417	2.1%
Brantford C	100.0%	11,518,641,744	11,518,641,744	8.2%	801,448	81,705	883,153	874,765	1.0%
Amaranth Twp	82.0%	601,097,065	492,899,593	0.3%	34,295	3,496	37,791	37,059	2.0%
East Garafraxa Twp	80.0%	457,611,945	366,089,556	0.3%	25,472	2,597	28,069	27,708	1.3%
Town of Grand Valley	100.0%	335,330,796	335,330,796	0.2%	23,332	2,379	25,711	24,572	4.6%
Melancthon Twp	56.0%	439,537,890	246,141,218	0.2%	17,126	1,746	18,872	18,486	2.1%
Southgate Twp	6.0%	760,985,708	45,659,142	0.0%	3,177	324	3,501	3,415	2.5%
Haldimand County	41.0%	5,817,485,288	2,385,168,968	1.7%	165,956	16,919	182,875	179,879	1.7%
Norfolk County	5.0%	7,861,564,751	393,078,238	0.3%	27,350	2,788	30,138	29,500	2.2%
Halton Region	10.3%	33,221,958,264	3,409,706,633	2.4%	237,242	24,186	261,428	250,780	4.2%
Hamilton City	4.7%	71,180,309,247	3,345,474,535	2.4%	232,772	23,730	256,502	251,184	2.1%
Oxford County	38.1%	3,333,194,701	1,269,930,071	0.9%	88,360	9,008	97,368	94,830	2.7%
North Perth T	2.0%	1,616,649,442	32,332,989	0.0%	2,250	229	2,479	2,393	3.6%
Perth East Twp	40.0%	1,466,296,556	586,518,623	0.4%	40,809	4,160	44,969	43,780	2.7%
Waterloo Region	100.0%	80,372,866,859	80,372,866,859	57.0%	5,592,205	570,111	6,162,316	6,004,535	2.6%
Centre Wellington Twp	100.0%	3,974,882,714	3,974,882,714	2.8%	276,566	28,195	304,761	296,567	2.8%
Erin T	49.0%	2,127,518,678	1,042,484,152	0.7%	72,534	7,395	79,929	78,245	2.2%
Guelph C	100.0%	20,992,297,542	20,992,297,542	14.9%	1,460,608	148,905	1,609,513	1,567,858	2.7%
Guelph Eramosa Twp	100.0%	2,240,482,175	2,240,482,175	1.6%	155,889	15,892	171,781	169,228	1.5%
Mapleton Twp	95.0%	1,272,189,231	1,208,579,769	0.9%	84,091	8,573	92,664	89,763	3.2%
Wellington North Twp	51.0%	1,336,568,107	681,649,734	0.5%	47,428	4,835	52,263	51,028	2.4%
Puslinch Twp	75.0%	2,167,717,851	1,625,788,388	1.2%	113,120	11,532	124,652	121,008	3.0%
Total		258,347,401,273	140,977,863,803	100.00%	9,809,000	1,000,000	10,809,000	10,548,000	2.5%

SECTION A

BASE PROGRAMS – OPERATING

SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2016 vs Budget 2015

	Actual 2014	Budget 2015	Budget 2016	Incr/(Decr)	%age change
EXPENDITURES					
OPERATING EXPENSES	26,703,688	23,614,938	24,233,273	618,335	2.62%
Total Expenses	26,703,688	23,614,938	24,233,273	618,335	2.62%
SOURCES OF FUNDING					
MUNICIPAL GENERAL LEVY (NOTE)	9,019,917	9,548,000	9,809,000	261,000	2.73%
MUNICIPAL SPECIAL LEVY	52,693	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	1,222,431	978,573	978,573	-	0.00%
SELF-GENERATED	15,547,318	12,441,200	12,746,700	305,500	2.46%
RESERVES	508,345	324,000	424,000	100,000	30.86%
SURPLUS CARRYFORWARD	352,984	273,165	225,000	(48,165)	-17.63%
Total BASE Funding	26,703,688	23,614,938	24,233,273	618,335	2.62%

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$261,000 levy increase.

TABLE 1

(a) Watershed Studies

This category includes watershed and subwatershed studies, which:

- provide the strategic framework for understanding water resources and ecosystem form, functions and linkages
- allow for assessment of the impacts of changes in watershed resources and land use
- identify activities and actions that are needed to minimize the adverse impacts of change.

This program supports other plans and programs that promote healthy watersheds.

Specific Activities:

- Carry out or partner with municipalities and other stakeholders on integrated subwatershed plans for streams and tributaries. Subwatershed Plans are technical reports that provide comprehensive background on how surface water, groundwater, terrestrial and aquatic ecosystems function in a subwatershed. The plans recommend how planned changes such as urbanization can take place in a sustainable manner.
- Grand Actions Newsletter is published bi-monthly to raise awareness and promote the programs and activities of the GRCA and its partners, throughout the watershed.

(b) Water Resources Planning, Environment and Support

This category includes the collection and analysis of environmental data and the development of management plans for protection and management of water resources and natural heritage systems. These programs monitor declines in watershed health and priority management areas, and assist with the implementation of management plans.

Specific Activities:

- Operate 8 continuous river water quality monitoring stations; 73 stream flow monitoring stations; 27 groundwater monitoring stations; and 37 water quality monitoring stations in conjunction with Ministry of the Environment and Climate Change (MOECC); apply state-of-the-art water quality assimilation model to determine optimum sewage treatment options in the central Grand; and provide technical input to municipal water quality issues.
- Maintain and implement the Forest Management Plans for the Grand River watershed and develop and implement components of the watershed Emerald Ash Borer strategy.
- Analyze and report on water quality conditions in the Grand River watershed.
- Carry out restoration and rehabilitation projects for aquatic and terrestrial ecosystems and community events such as tree planting and stream restoration (see Table 8).
- Provide technical input and review services for applications that may affect the watershed ecosystem.
- Maintain a water budget to support sustainable water use in the watershed, and maintain a drought response program.
- Analyze water use data for the watershed and provide recommendations for water conservation approaches.

- Provide advice to provincial ministries regarding water use permits to ensure that significant environmental concerns are identified and potential impacts can be addressed.

(c) Resource Management Division Support

Provides support services to the Engineering and Resource Management Divisions including support for Flood Forecasting and Warning, and Water Control Structures.

Specific Spending:

- administrative services
- travel, communication, staff development and computer
- insurance

(d) Stream Management

The stream management program includes those activities associated with providing service and/or assistance to municipalities, private and public landowners and community groups on sound environmental practices that will enhance restore or protect the aquatic ecosystem on their properties.

This category provides fisheries management services.

Specific Activities:

- Maintain and promote the Grand River Fisheries Management Plan.
- Implement “best bets” for protection and enhancement of fisheries; work with outside agencies, non-government organizations and the public to improve fish habitat through stream rehabilitation projects including the implementation of the recommendations of the watershed studies.
- Provide technical input and review services for applications that may affect the watershed aquatic ecosystem.

TABLE 1
GRAND RIVER CONSERVATION AUTHORITY
Water Resources Planning & Environment

OPERATING	Actual 2014	Budget 2015	Budget 2016	Budget Change
Expenses:				incr/(decr)
Salary and Benefits	1,248,096	1,326,900	1,366,700	39,800
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	275,203	307,500	313,700	6,200
Insurance	129,315	133,300	122,300	-11,000
Other Operating Expenses	160,476	222,400	224,700	2,300
TOTAL EXPENSE	1,813,090	1,990,100	2,027,400	37,300
Funding				(incr)/decr
Municipal Other		50,000	50,000	
MNR Grant		33,200	33,200	0
Prov & Federal Govt	23,950	37,500	37,500	0
Donations			3,000	
Funds taken from Reserves		27,000	27,000	
TOTAL FUNDING	23,950	147,700	150,700	-
Net Funded by General Municipal Levy	1,789,140	1,842,400	1,876,700	
Net incr/(decr) to Municipal Levy				34,300

TABLE 2

Flood Forecasting and Warning

The flood warning system includes the direct costs associated with monitoring the streams, and rivers in order to effectively provide warnings and guidance to municipalities and watershed residents during flood emergencies.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- Maintain a 'state of the art' computerized flood forecasting and warning system.
- Operate a 24 hour, year-round, on-call duty officer system to respond to flooding matters.
- Collect and manage data on rainfall, water quantity, reservoir conditions, water levels from 56 stream flow gauges, 22 rainfall gauges, and 12 snow courses.
- Use data radio and Voice Alert systems continuously; monitor river conditions and detect warning levels assist municipalities with emergency planning, and respond to thousands of inquiries each year.

TABLE 2
GRAND RIVER CONSERVATION AUTHORITY
Flood Forecasting & Warning

OPERATING	Actual 2014	Budget 2015	Budget 2016	Budget change
Expenses:				Incr/(decr)
Salary and Benefits	381,660	399,600	411,600	12,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	251,557	285,000	290,700	5,700
Other Operating Expenses	68,331	57,300	58,400	1,100
TOTAL EXPENSE	701,548	741,900	760,700	18,800
Funding				(incr)/decr
MNR Grant	252,955	252,955	252,955	-
Prov & Federal Govt	630	-	-	-
TOTAL FUNDING	253,585	252,955	252,955	-
Net Funded by General Municipal Levy	447,963	488,945	507,745	
Net incr/(decr) to Municipal Levy				18,800

TABLE 3

Water Control Structures

This category includes costs associated with the capital and maintenance of structures, the primary purpose of which is to provide protection to life and property. These structures include dams, dykes, berms and channels, etc. Also included in this category are non-flood control dams and weirs, which maintain upstream water levels.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- Operate and maintain 7 major multi-purpose reservoirs, which provide flood protection and flow augmentation, and 25 kilometres of dykes in 4 major dyke systems.
- Ensure structural integrity of flood protection infrastructure through dam safety reviews, inspections and monitoring, reconstruction of deteriorating sections of floodwalls and refurbishing of major components of dams.
- Carry out capital upgrades to the flood control structures in order to meet provincial standards.
- Operate and maintain 22 non-flood control dams, which are primarily for aesthetic, recreational, or municipal water supply intake purposes. Develop and implement plans to decommission failing or obsolete dams.
- Ice management activities to prevent or respond to flooding resulting from ice jams.
- Develop and implement public safety plans for structures.

TABLE 3
GRAND RIVER CONSERVATION AUTHORITY
Water Control Structures

OPERATING	Actual 2014	Budget 2015	Budget 2016	Budget change
Expenses:				incr/(decr)
Salary and Benefits	1,018,379	1,070,800	1,102,900	32,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	18,756	31,800	32,400	600
Property Taxes	157,824	173,000	178,200	5,200
Other Operating Expenses	296,381	415,600	373,900	(41,700)
Amount set aside to Reserves	244,000	-	-	-
TOTAL EXPENSE	1,735,340	1,691,200	1,687,400	(3,800)
Funding				(incr)/decr
MNR Grant	400,350	400,350	400,350	-
TOTAL FUNDING	400,350	400,350	400,350	-
Net Funded by General Municipal Levy	1,334,990	1,290,850	1,287,050	
Net incr/(decr) to Municipal Levy				(3,800)

TABLE 4

(a) Planning - Regulations

This category includes costs and revenues associated with administering the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* made under the *Conservation Authorities Act*. This includes permit review, inspections, permit issuance, enforcement and follow-up, which may include defending appeals.

Specific Activities:

- Process over 600 permits each year related to development, alteration or activities that may interfere with the following types of lands:
 - ravines, valleys, steep slopes;
 - wetlands including swamps, marshes, bogs, and fens;
 - any river, creek, floodplain or valley land;
 - the Lake Erie shoreline.

The regulation applies to the development activities listed below (in the areas listed above):

- the construction, reconstruction, erection or placing of a building or structure of any kind
- any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure;
- site grading
- the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere
- maintain policies and guidelines to assist in the protection of sensitive environmental lands (i.e. Policies for the Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)
- enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation and maintain compliance policies and procedures
- update and maintain flood line mapping; develop natural hazards mapping in digital format to be integrated into municipal planning documents and Geographic Information Systems

(b) Planning - Municipal Plan Input and Review

This program includes costs and revenues associated with reviewing official plans, secondary and community plans, zoning by-laws, environmental assessments, development applications and other proposals, in accordance with Conservation Authority and provincial or municipal agreements. It also includes watershed management consulting outside of the Grand River watershed, which is done from time-to-time on a fee-for-service basis.

Specific Activities:

- Review municipal planning and master plan documents and recommend environmental policies and designations for floodplains, wetlands, natural heritage areas, fisheries habitat, hazard lands and shorelines, which support GRCA regulations and complement provincial policies and federal regulations
- Provide advice to municipalities regarding environmental assessments, and other proposals such as aggregate and municipal drain applications to ensure that all environmental concerns are adequately identified and that any adverse impacts are minimized or mitigated
- Provide information and technical advice to Municipal Councils and Land Division Committees regarding development applications to assist in making wise land use decisions regarding protection of people and property from natural hazard areas, such as floodplains and erosion areas, and protection and enhancement of wetlands, fish and wildlife habitat and natural heritage systems

TABLE 4
GRAND RIVER CONSERVATION AUTHORITY
Resource Planning

OPERATING	Actual 2014	Budget 2015	Budget 2016	Budget change
Expenses:				incr/(decr)
Salary and Benefits	1,612,901	1,653,700	1,703,300	49,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT Insurance	190,109	215,300	219,600	4,300
Property Taxes				
Other Operating Expenses	32,216	51,600	51,600	-
TOTAL EXPENSE	1,835,226	1,920,600	1,974,500	53,900
Funding				(incr)/decr
MNR Grant	114,568	114,568	114,568	-
Donations	650	-	-	-
Self Generated	843,565	739,000	753,800	(14,800)
TOTAL FUNDING	958,783	853,568	868,368	(14,800)
Net Funded by General Municipal Levy	876,443	1,067,032	1,106,132	
Net incr/(decr) to Municipal Levy				39,100

TABLE 5

Forestry

The forestry program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes direct delivery of remediation programs including tree planting/reforestation.

Specific Activities:

- Plant trees on private lands (cost recovery from landowner).
- Operate Burford Tree Nursery to grow and supply native and threatened species.
- Carry out tree planting, forest management programs and other restoration initiatives e.g. species at risk and ecological monitoring on GRCA lands, and prescribed burn activities on over 7,000 hectares of managed forests on GRCA owned lands.
- Manage Emerald Ash Borer infestation.

TABLE 5
GRAND RIVER CONSERVATION AUTHORITY
Forestry & Conservation Land Taxes

OPERATING	Actual 2014	Budget 2015	Budget 2016	Budget change
<u>Expenses:</u>				<u>incr/(decr)</u>
Salary and Benefits	494,526	435,800	448,900	13,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	44,775	55,300	56,400	1,100
Property Taxes	153,429	162,700	167,600	4,900
Other Operating Expenses	598,601	768,000	783,400	15,400
Amount set aside to Reserves	60,000	-	-	0
TOTAL EXPENSE	1,351,331	1,421,800	1,456,300	34,500
<u>Funding</u>				<u>(incr)/decr</u>
Donations	14,400	30,000	30,000	-
Self Generated	781,190	800,000	800,000	-
TOTAL FUNDING	795,590	830,000	830,000	0
Net Funded by General Municipal Levy	555,741	591,800	626,300	
Net incr/(decr) to Municipal Levy				34,500

TABLE 6

Conservation Services

The conservation service program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance restore or protect their properties.

This category includes the Rural Water Quality program and Forestry extension services.

Specific Activities:

- Co-ordinate the Rural Water Quality Program. This involves landowner contact, promotion/education and providing grants to assist farmers with capital improvements to address manure containment, livestock fencing, soil conservation, and other rural non-point sources of river water pollution. Funding for this important initiative comes from watershed municipalities and other government grants.
- Carry out tree planting, restoration and rehabilitation projects and community events to promote water and environmental initiatives (see Table 2).

TABLE 6
GRAND RIVER CONSERVATION AUTHORITY
Conservation Services

OPERATING	Actual 2014	Budget 2015	Budget 2016	Budget change
Expenses:				incr/(decr)
Salary and Benefits	529,325	556,600	653,300	96,700
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	87,152	96,800	105,700	8,900
Other Operating Expenses	7,667	54,600	55,700	1,100
Amount set aside to Reserves	-			
TOTAL EXPENSE	624,144	708,000	814,700	106,700
Funding				(incr)/decr
Municipal Other	12,076			
Prov & Federal Govt	16,163	30,000	30,000	-
Donations	-	-	87,000	(87,000)
Funds taken from Reserves	1,067	31,000	31,000	-
TOTAL FUNDING	29,306	61,000	148,000	(87,000)
Net Funded by General Municipal Levy	594,838	647,000	666,700	
Net incr/(decr) to Municipal Levy				19,700

TABLE 7

Communications & Foundation

The communications program includes those activities associated with providing service and/or assistance in the development and implementation of strategic communications plans for the various programs and divisions within the GRCA, and encompasses issues management and crisis communications functions.

It includes watershed-wide communication and promotion of conservation issues to watershed residents, municipalities and other agencies.

The Grand River Conservation Foundation provides private sector funding for GRCA projects with limited or no other sources of revenue. This category includes operational costs related to fundraising.

Specific Activities:

- Prepare publications and brochures, maintain displays and manage the GRCA website and social media channels.
- Proactively earn media coverage through media relations, manage and/or respond to all media inquiries.
- Working with GRCA departments and partners, develop strategic communications plans and implement associated tactics.
- Make presentations to municipal councils, private and public landowners, community groups, service clubs, and the general public.
- Approach potential donors for financial support.
- Orient and train volunteers to assist with fundraising.
- Provide site tours and other events for stakeholders.

TABLE 7
GRAND RIVER CONSERVATION AUTHORITY
Communications & Foundation

OPERATING	Actual 2014	Budget 2015	Budget 2016	Budget change
Expenses:				incr/(decr)
Salary and Benefits	436,041	452,700	466,300	13,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	63,095	76,100	77,600	1,500
Other Operating Expenses	35,966	181,800	110,400	(71,400)
Amount set aside to Reserves	90,000	-	-	-
TOTAL EXPENSE	625,102	710,600	654,300	(56,300)
Funding				(incr)/decr
Donations	-	50,000	25,000	25,000
Funds taken from Reserves	-	50,000	-	50,000
TOTAL FUNDING	-	100,000	25,000	75,000
Net Funded by General Municipal Levy	625,102	610,600	629,300	
Net incr/(decr) to Municipal Levy				18,700

TABLE 8

Environmental Education

This category includes costs and revenues associated with outdoor education facilities, which provide education and information about conservation, the environment and the Conservation Authority's programs to 50,000 students in 6 school boards and 16,000 members of the general public annually. The majority of funding for this program comes from school boards, the Grand River Conservation Foundation and public program fees.

Specific Activities:

- Operate 6 outdoor education centres under contract with watershed school boards, providing hands-on, curriculum-based, outdoor education (App's Mills near Brantford, Taquanyah near Cayuga, Guelph Lake, Laurel Creek in Waterloo, Shade's Mills in Cambridge and Rockwood).
- Offer curriculum support materials and workshops to watershed school boards.
- Offer conservation day camps to watershed children and interpretive community programs to the public (user fees apply).

TABLE 8
GRAND RIVER CONSERVATION AUTHORITY
Environmental Education

OPERATING	Actual 2014	Budget 2015	Budget 2016	Budget change
Expenses:				incr/(decr)
Salary and Benefits	808,127	744,300	816,600	72,300
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	65,061	70,000	71,400	1,400
Insurance	9,688	12,300	12,700	400
Property Taxes	14,299	17,800	18,300	500
Other Operating Expenses	249,298	201,400	255,400	54,000
Amount set aside to Reserves	4,500	4,500	4,500	0
TOTAL EXPENSE	1,150,973	1,050,300	1,178,900	128,600
Funding				(incr)/decr
Provincial & Federal Grants	4,210	0	0	0
Donations	81,388	50,000	50,000	0
Self Generated	815,939	709,000	825,000	(116,000)
TOTAL FUNDING	901,537	759,000	875,000	(116,000)
Net Funded by General Municipal Levy	249,436	291,300	303,900	
Net incr/(decr) to Municipal Levy				12,600

TABLE 9

Corporate Services

This category includes the costs for goods and services, as listed below, that are provided corporately. A small portion of these costs is recovered from provincial grants, namely from source protection program funding and from the MNR operating grant.

Specific Activities:

This category includes the following departments:

- Office of the Chief Administrative Officer and the Assistant Chief Administrative Officer/Secretary-Treasurer
- Finance
- Human Resources
- Payroll
- Health & Safety
- Office Services

In addition, this category includes expenses relating to:

- The General Membership
- Head Office Building
- Office Supplies, Postage, Bank fees
- Head Office Communication systems
- Insurance
- Audit fees
- Consulting, Legal, Labour Relations fees
- Health and Safety Equipment, Inspections, Training
- Conservation Ontario fees
- Corporate Professional Development
- General expenses

TABLE 9
GRAND RIVER CONSERVATION AUTHORITY
Corporate Services

Budget 2016

Expenses:

Salary and Benefits	1,781,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	324,200
Insurance	53,400
Other Operating Expenses	1,027,923
Amount set aside to Reserves	
TOTAL EXPENSE	3,187,023

Funding

MNR Grant	70,000
Recoverable Corporate Services Expenses	70,000
Funds taken from Reserves	15,000
TOTAL FUNDING	155,000

Net Result before surplus adjustments	3,032,023
Surplus from Other Programs used to reduce Levy	
2015 Surplus Carried Forward to 2016 used to reduce Levy	
Net Funded by General Municipal Levy	3,032,023

Surplus available
to offset Municipal
Levy Increase

1,860
225,000
226,860

Budget 2015

Expenses:

Salary and Benefits	1,807,300
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	344,300
Insurance	61,600
Property Taxes	-
Other Operating Expenses	1,061,688
Amount set aside to Reserves	
TOTAL EXPENSE	3,274,888

Funding

Municipal Other	
MNR Grant	70,000
Provincial Grants	
Donations	87,000
Self Generated	
Recoverable Corporate Services Expenses	70,000
Funds taken from Reserves	15,000
Surplus 2014 carried forward to 2015	
TOTAL FUNDING	242,000

Net Result before surplus adjustments	3,032,888
Surplus from Other Programs used to reduce Levy	
2014 Surplus Carried Forward to 2015 used to reduce Levy	
Net Funded by General Municipal Levy	3,032,888

Surplus available
to offset Municipal
Levy Increase

38,660
273,165
311,815

ACTUAL 2014

Expenses:

Salary and Benefits	1,673,355
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	295,448
Insurance	54,226
Other Operating Expenses	637,284
Amount set aside to Reserves	300,000
TOTAL EXPENSE	2,960,313

Funding

MNR Grant	70,000
Donations	12,709
Recoverable Corporate Services Expenses	72,993
TOTAL FUNDING	155,702

Net Result before surplus adjustments	2,804,611
Surplus from Other Programs used to reduce Levy	
2013 Surplus Carried Forward to 2014 used to reduce Levy	
Net Funded by General Municipal Levy	2,804,611

Surplus available
to offset Municipal
Levy Increase

138,643
352,984
491,627

TABLE 10 (a)

Conservation Lands, Rental Properties, Forestry & Miscellaneous

The Conservation Land Management Program includes all expenses and revenues associated with acquisition and management of land owned/managed by the Authority. This includes protection of *Provincially Significant Conservation Lands*, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenses do not include those associated with recreation and education programs on GRCA lands.

Specific Activities:

- Acquire and manage significant wetlands and floodplain lands, e.g.: the Luther Marsh Wildlife Management Area, the Keldon Source Area, the Bannister-Wrigley Complex, and the Dunnville Marsh.
- Operate passive/natural conservation areas in order to conserve forests and wildlife habitat. Some are managed by municipalities or private organizations (Chicopee Ski Club in Kitchener, Scott Park in New Hamburg, etc.).
- Develop and maintain extensive trail network on former rail lines owned by GRCA and municipalities (much of this is part of the Trans-Canada Trail network; necessary funding is raised by The Grand River Conservation Foundation).
- Rent 733 cottage lots at Belwood Lake and Conestogo Lake; hold leases on over 1,200 hectares of agricultural land and 48 residential units, and over 50 other agreements for use of GRCA lands. Income from these rentals aids in the financing of other GRCA programs.
- Host controlled hunts at various locations including Luther Marsh Wildlife Management Area and Conestogo Lake.
- Carry out forestry disease control, woodlot thinning and selective harvesting on GRCA lands in accordance with the Forest Management Plan, while generating income from sale of timber (income generated helps pay for future forest management activities).
- Where appropriate, dispose of lands that have been declared surplus and continue to identify and plan for disposition of other surplus lands. Proceeds from future dispositions will be used for acquisition of "Environmentally Significant Conservation Lands" and for other core programs.
- Summer Experience Program and other provincial or federal programs.
- Payment of non-insured losses and deductibles for vandalism, loss or theft; miscellaneous amounts recovered from insurance settlements.
- Amounts received by the GRCA for distribution to other agencies, where expenditures and revenues are equal (e.g. receipts from provincial ministries to pay for contracts on their behalf).
- Special projects funded by donations or government funding.
- Investment income arising from reserves and funds received in advance of program expenses.

General Municipal Levy funds the property tax for GRCA owned natural areas/passive lands.

TABLE 10 (b)

Hydro Production

This program generates revenue from hydro production.

Specific Activities:

- Generate hydro from turbines in 3 large dams, Shand, Conestogo and Guelph; the income is used to fund GRCA programs and repay reserves accordingly for the cost of building/repairing turbines.

TABLE 10 (c)

Conservation Areas

These programs include costs and revenues associated with delivering recreational programs on GRCA lands and include the costs and revenues associated with day-use, camping, concessions and other activities at GRCA active Conservation Areas.

Specific Activities:

- Operate 11 “active” Conservation Areas (8 camping and 3 exclusively day-use) that are enjoyed by over 1 million visitors annually. It is estimated that these visitors also help generate significant revenues for the local tourism industry.
- Offer camping, hiking, fishing, swimming, boating, picnicking, skiing and related facilities.
- Provide 2,500 campsites – second only to the provincial park system as a provider of camping accommodation in Ontario.

TABLE 10
GRAND RIVER CONSERVATION AUTHORITY
OTHER PROGRAMS - OPERATING - SUMMARY of Results

	Conservation Lands	Property Rentals	MISC	(a) Cons Lands, Rental, Misc	(b) Hydro Production	(c) Conservation Areas	TOTAL Other Programs
Budget 2016 - OPERATING							
Expenses:							
Salary and Benefits	976,700	541,300	-	1,518,000	59,000	3,612,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	156,400	70,100	-	226,500	-	171,500	
Insurance	162,700	15,800	-	178,500	-	-	
Property Taxes	-	138,900	-	138,900	-	67,500	
Other Operating Expenses (consulting etc)	532,400	1,120,000	70,000	1,722,400	34,000	2,475,000	
Amount set aside to Reserves	3,750	-	-	3,750	135,000	150,000	
TOTAL EXPENSE	1,831,950	1,886,100	70,000	3,788,050	228,000	6,476,000	10,492,050
Funding							
Provincial Funding	-	-	-	-	-	40,000	
Donations	65,000	-	-	65,000	-	27,000	
Self Generated	86,000	3,087,900	98,000	3,251,900	500,000	6,259,000	
Funds taken from Reserves	1,000	200,000	-	201,000	-	150,000	
TOTAL FUNDING	152,000	3,267,900	98,000	3,517,900	500,000	6,476,000	10,493,900
NET Surplus/(Deficit) for programs not funded by general levy	(1,679,950)	1,381,800	28,000	(270,150)	272,000	-	1,850
Budget 2015 - OPERATING							
Expenses:							
Salary and Benefits	948,300	525,500	-	1,473,800	57,500	3,507,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	153,300	68,700	-	222,000	-	168,000	
Insurance	158,000	20,200	-	178,200	-	-	
Property Taxes	-	134,800	-	134,800	-	65,500	
Other Operating Expenses (consulting etc)	572,000	907,700	70,000	1,549,700	33,700	2,426,500	
Amount set aside to Reserves	3,750	-	-	3,750	135,000	150,000	
TOTAL EXPENSE	1,835,350	1,657,000	70,000	3,562,350	226,200	6,317,000	10,105,550
Funding							
Provincial Funding	-	-	-	-	-	40,000	
Donations	65,000	-	-	65,000	-	27,000	
Self Generated	86,000	3,077,200	98,000	3,261,200	450,000	6,100,000	
Funds taken from Reserves	1,000	50,000	-	51,000	-	150,000	
TOTAL FUNDING	152,000	3,127,200	98,000	3,377,200	450,000	6,317,000	10,144,200
NET Surplus/(Deficit) for programs not funded by general levy	(1,683,350)	1,470,200	28,000	(185,150)	223,800	-	38,650
Actual 2014 - OPERATING							
Expenses:							
Salary and Benefits	970,298	526,691	-	1,497,189	48,296	3,438,018	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	103,528	70,011	-	173,539	-	165,114	
Insurance	150,136	14,468	-	164,604	2,896	-	
Property Taxes	-	126,743	-	126,743	-	50,860	
Other Expenses	732,964	1,207,760	91,126	2,031,850	36,249	2,393,735	
Amount set aside to Reserves	2,839,663	50,000	-	2,889,663	406,000	380,000	
TOTAL EXPENSE	4,796,589	1,995,673	91,126	6,583,588	493,441	6,427,727	13,504,766
Funding							
Provincial	86,435	-	-	86,435	-	43,329	
Donations	6,427	-	-	6,427	-	41,178	
Self Generated	2,776,730	3,082,745	68,219	5,929,694	707,478	6,344,294	
Funds taken from Reserves	210,000	297,278	-	507,278	-	-	
TOTAL FUNDING	3,081,592	3,380,023	68,219	6,528,834	707,478	6,428,801	13,666,113
NET Surplus/(Deficit) for programs not funded by general levy	(1,714,997)	1,384,150	(22,907)	(353,754)	214,037	1,074	(138,643)

OTHER INFORMATION

1. Information Systems – Computer Charges

A computer charge is allocated to the individual sections based on the number of users and the nature of system usage. Effectively, computer costs are included with administrative costs on Tables 1 to 10.

Computer charges include costs associated with implementing and operating corporate information technology.

Specific Activities:

- Develop and implement the GRCA's long-term information technology and telecommunications plan. Create and maintain standards for the development and use of corporate data.
- Manage and support the GRCA's server, network and personal computer infrastructure for geographic information systems (GIS); flood forecasting and warning, including real-time data collection and dissemination of water quantity and quality monitoring station information; database and applications development; website hosting; electronic mail; internet access; personal computing applications; and administration systems, including finance and human resources.
- Operate on-line campsite reservation and day-use systems with computers in 10 Conservation Areas. Provide computers for use at outdoor education centres.
- Develop and operate a wide area network connecting 14 sites and campus style wireless point-to-multipoint networks at Head Office and Conservation Areas.
- Develop and operate an integrated Voice over IP Telephone network covering nine sites and 220 handsets.
- Support and manage mobile phones, blackberry devices, and pagers.

2. Vehicle, Equipment – Motor Pool Charges

Motor Pool charges are allocated to the individual sections based on usage of motor pool equipment. Effectively, motor pool charges are included with administrative costs or other operating expenses, as applicable, on Tables 1 to 10.

Specific Activities:

- Maintain a fleet of vehicles and equipment to support all GRCA programs
- Purchases of new vehicles and/or equipment
- Disposal of used equipment
- Lease certain equipment

SECTION B

BASE PROGRAMS – CAPITAL

SECTION B – CAPITAL BUDGET

Capital spending in 2016 includes spending in the following program areas

- Water Resources Planning
- Flood Forecasting and Warning
- Water Control Structures
- Conservation Areas
- Corporate Services

Water Resources Planning expenditures will be for water quality monitoring equipment.

Flood forecasting and warning expenditures will be for software systems and gauge equipment.

Water Control Structures expenditures will include the following projects:

- Shand Dam – Backup generator and fuel system upgrades to meet current code requirements
- Conestogo Dam – Review of gate electrical system, purchase of a backup trailer generator and rehabilitation pavement over top of dam
- Guelph Dam – Completion gate inspections and backup generator and fuel system upgrades to meet current code requirements
- Luther Dam - complete design and implement solution to manage toe drain seepage.
- Laurel Dam – Complete final phase of dam safety study
- Woolwich Dam safety study update, design of gate refurbishment specifications and tender documents, backup generator and fuel system upgrades to meet current code requirements
- Caledonia Dam & Dunnville Dam – replace stop logs
- Wellesley Dam – Complete and design and tender documents for future concrete and embankment repair
- Wellington Street dam, gate inspection and design of rehabilitation plan for superstructure
- Brantford Dyke design of concrete slab toe repair and tender documents, repair of a portion of earthen dyke slope near landfill site and continued vegetation management
- Cambridge Dyke design of river wall repair and tender documents, rehabilitation of storm water pumps associated with dykes

Bridgeport Dyke design of solution and tender documents to manage seepage under selected portions of the dyke, continued vegetation management

Conservation Area capital spending includes expenditures as part of the regular maintenance program as well as spending on major repairs and new construction. In 2016, major capital projects within the Conservation Areas will include:

- Elora Gorge – major repairs to the Marsden Pavilion
- Rockwood – sanitary forcemain
- Byng Island – Chapel washroom replacement
- Automatic Gates – installation at Brant Park and Laurel Creek

Corporate Services capital spending represents the portion of overall Information Services and Motor Pool expenses that are funded by the Information Technology (IT) and Motor Pool (MP) reserve. See “Other Information” above for spending descriptions for IT and MP.

SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2016

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET 2016 TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					683,000		683,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						189,000	189,000
TOTAL EXPENSE	110,000	190,000	1,500,000	-	683,000	189,000	2,672,000
Funding							
Municipal Special Levy							-
Prov & Federal Govt			700,000		83,000	40,000	823,000
Self Generated					600,000		600,000
Funding from Reserves	100,000					149,000	249,000
TOTAL FUNDING	100,000	-	700,000	-	683,000	189,000	1,672,000
Net Funded by General CAPITAL Levy	10,000	190,000	800,000	-	-	-	1,000,000

BUDGET 2015 CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET 2015 TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					600,000		600,000
Net IT/MP Capital Spending not allocated to Departments						149,000	149,000
TOTAL EXPENSE	110,000	190,000	1,500,000	-	600,000	149,000	2,549,000
Funding							
Prov & Federal Govt			700,000			75,000	775,000
Self Generated					600,000		600,000
Funding from Reserves	100,000					74,000	174,000
TOTAL FUNDING	100,000	-	700,000	-	600,000	149,000	1,549,000
Net Funded by General CAPITAL Levy	10,000	190,000	800,000	-	-	-	1,000,000

ACTUAL 2014 CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	ACTUAL 2014 TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	90,569						90,569
Flood Forecasting Warning Hardware and Gauges		211,318					211,318
Flood Control Structures-Major Maintenance			1,820,328				1,820,328
Conservation Areas Capital Projects					387,088		387,088
Funding to Reserves						460,901	460,901
Net IT/MP Capital spending from/(to) Reserve						(276,956)	(276,956)
TOTAL EXPENSE	90,569	211,318	1,820,328	-	387,088	183,945	2,693,248
Funding							
Municipal-Other			536,535				536,535
Prov & Federal Govt	20,600		566,163			183,945	770,708
Donations					35,715		35,715
Self Generated					351,373		351,373
TOTAL FUNDING	20,600	-	1,102,698	-	387,088	183,945	1,694,331
Net Funded by General Municipal Levy - CAPITAL	69,969	211,318	717,630	-	-	-	998,917

SECTION C

SPECIAL PROJECTS

SECTION C – SPECIAL PROJECTS

This category of activity represents projects that the GRCA undertakes where special one-time and/or multi-year funding is applicable. The duration of these projects is typically one year although in some instances projects may extend over a number years, such as Source Protection Planning. External funding is received to undertake these projects.

The main project in this category is the Source Protection Planning project, which commenced in 2004 and the planning phase is expected to transition into the implementation phase in 2015/2016. Work includes research and studies related to the development of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region. All four Source Protection Plans are now approved. The Kettle Creek and Catfish Creek came into effect on January 1, 2015, and the plans for the Long Point Region and Grand River watersheds will come into effect on July 1, 2016.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, Emerald Ash Borer infestation management, floodplain mapping projects, Upper Blair subwatershed study, Apps’ Mill Nature Centre renovation, Dickson trail and boardwalk rehabilitation, waste water optimization project, the Mill Creek Ranger stream restoration project and numerous ecological restoration projects on both GRCA lands and private lands in the watershed.

GRCA Land purchases are treated as special projects and funding comes from the GRCA ‘land sales’ reserve fund (created from previous dispositions of surplus lands), funding from agencies, and/or donations.

SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2016

EXPENDITURES	BUDGET 2015	BUDGET 2016
Dundas Valley Groundwater Study	-	-
Grand River Management Plan	20,000	20,000
Subwatershed Plans - City of Kitchener	80,000	130,000
Waste Water Optimization Program	125,000	125,000
Drought Contingency Pilot Project	25,000	-
Floodplain Mapping	194,000	200,000
RWQP - Capital Grants	800,000	800,000
Brant/Brantford Children's Water Festival	26,000	26,000
Haldimand Children's Water Festival	15,000	15,000
Species at Risk	25,000	75,000
Trees for Mapleton	25,000	-
2015 Biennial Tour	75,000	-
Ecological Restoration	250,000	150,000
Large Cover Placement Program	55,000	15,000
Trees for Guelph	40,000	40,000
Great Lakes SHSM Event	-	50,000
Great Lakes Agricultural Stewardship Initiative	-	90,000
Trails Capital Maintenance	-	-
Emerald Ash Borer	400,000	400,000
Lands Mgmt - Land Purchases	300,000	300,000
Lands Mgmt - Development Costs	50,000	50,000
Mill Creek Rangers	35,000	35,000
Grand River Country	-	-
Apps' Mill Nature Centre Renovation	-	423,500
Dickson Trail and Boardwalk Rehabilitation	-	187,000
Total SPECIAL Projects 'Other'	2,540,000	3,131,500
Source Protection Program	835,000	835,000
Total SPECIAL Projects Expenditures	3,375,000	3,966,500
SOURCES OF FUNDING		
Provincial Grants for Source Protection Program	835,000	835,000
OTHER GOVT FUNDING	1,296,500	1,738,500
SELF-GENERATED	493,500	643,000
FUNDING FROM(TO) RESERVES	750,000	750,000
Total SPECIAL Funding	3,375,000	3,966,500

Denise Holmes

From: Dan Bernhard <dan.bernhard@clypg.ca>
Sent: Friday, January 29, 2016 3:19 PM
To: 'Denise Holmes'
Cc: 'Michelle Sage'; 'Yuping Duan'
Subject: Construction Completion Certificate
Attachments: construction completion certificate.pdf

Hi Denise,


Here is the letter regarding the Construction Completion Certificate, and the return of Dufferin's Security deposit. Please ensure the Township's engineer review these documents, and to have comment available for your Township meeting. We have a financial deadline of Feb. 8/2016 , and would like to close this issue.

Thanks,

Dan Bernhard

Wind Farm Site Manager
705357 County Road 21, Melancthon, Ontario L9V 2A3
w. 519-925-5599
dan.bernhard@clypg.ca
www.dufferinwindpower.ca



 Please consider the environment before printing this email

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca [Remove](#) this sender from my allow list
From: dan.bernhard@clypg.ca

You received this message because the sender is on your allow list.

January 29th, 2016

The Township of Melancthon
157101 Highway 10
Melancthon, ON
L9V 2E6

SENT BY ELECTRONIC MAIL

Dear Denise Holmes,

RE: Agreement made as of July 31, 2013 between the Municipality and the Developer (the "Agreement")

Dufferin Wind Power has delivered the Construction Completion Certificate to the Municipality pursuant to section 25(b) of the Agreement as of August 13, 2015. A complete set of As-Constructed plans of the Dufferin Wind Power project was provided to Melancthon Township staff in both hard and soft copy on January 18th, 2016.

The Developer hereby requests that the Municipality release the Construction and Maintenance Security in the amount of \$1 million in accordance with section 89 of the Agreement no later than February 8th, 2016.

Please notify me immediately if you anticipate any cause for delay to the Township's review and acceptance of as-constructed plans, which may prevent the surrender of the Construction and Maintenance Security to Dufferin Wind Power staff on or before February 8th, 2016.

Yours truly,

DUFFERIN WIND POWER INC.



Per: Dan Bernhard, Wind Farm Manager

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2016

A By-law of the Corporation of the Township of Melancthon to appoint a Board of Management for the Corbetton Community Park.

WHEREAS it is deemed expedient and necessary to pass a by-law to appoint a Board of Management for the Corbetton Community Park.

AND WHEREAS under the provisions of the Municipal Act, 2001, Section 196(1), a Municipality can establish a municipal services board and provide for the following matters:

1. The name, composition, quorum and budgetary process of the board.
2. The eligibility of persons to hold office as board members.
3. The manner of selecting board members, the resignation of members, the determination of when a member's seat becomes vacant and the filling of vacancies.
4. The term of office and remuneration of board members.
5. The number of votes of the board members.
6. The requirement that the board follow rules, procedures and policies established by the municipality.
7. The relationship between the municipality and the board, including their financial and reporting relationship.

AND WHEREAS under the provisions of the Municipal Act, 2001, Section 196(1), the Board to consist of five members, one of whom shall be a member of the Municipal Council.

THEREFORE be it enacted by the Municipal Council of the Corporation of the Township of Melancthon, here assembled, that the following persons are hereby appointed to the said Board of the Management for the term of Council ending on November 30, 2018.

1. Mayor Darren White, Member of Council
2. Judy Dube
3. Cheryl Devlin
4. Caroline Karn
5. Jim Turner

By-law read a first and second time this 4th day of February, 2016.

By-law read a third time and passed this 4th day of February, 2016.

MAYOR

CLERK



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Hwy. 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO/CLERK

SUBJECT: COST RECOVERY AGREEMENT - KALOTI AND TOWNSHIP OF MELANCTHON RE: PROPOSED ZONING BY-LAW AMENDMENT - EAST PART OF LOT 15, CONCESSION 2 OS

DATE: JANUARY 28, 2016

At the meeting of Council held on December 3, 2015, Council reviewed and considered a Report from Chris Jones, Township Planner regarding a proposed zoning by-law amendment for lands located in the East Half of Lot 15, Concession 2 OS.

One of the recommendations contained in Mr. Jones' Report was that the applicant enter into a Cost Recovery Agreement with the Township so that the Township could be reimbursed for all costs incurred for processing the application. This recommendation was subsequently passed in a Council motion.

The Township's Solicitor drafted the attached Cost Recovery Agreement and it was sent to the applicants to be reviewed and signed.

The signed Agreement, along with security deposit was received on January 28, 2016 and I am therefore recommending that Council pass a motion to direct the Mayor and CAO/Clerk to sign the Cost Recovery Agreement so that the Township may continue to process the zoning by-law amendment application.

Respectfully submitted,

Denise B. Holmes, AMCT
CAO/Clerk

NB4

FEB 04 2016

COST RECOVERY AGREEMENT
(the "Agreement")

This Agreement made this 21st day of December, 2015.

BETWEEN:

BALWANT SINGH KALOTI, SURRINDER SINGH KALOTI
and SUKHWINDER KALOTI

(hereinafter collectively referred to as "the Applicant")

- and -

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

(hereinafter referred to as "the Corporation")

WHEREAS the Applicant has made application to the Corporation for planning approval necessary to develop the lands described in Schedule "A" (the "Lands"). The Applicant's agent for this application is Sanjeev Kumar has the consent of the owner of the Lands;

AND WHEREAS the Applicant is the owner of the Lands;

AND WHEREAS it may be necessary to investigate and resolve planning, engineering, legal and/or other issues;

AND WHEREAS the Corporation may, at its sole discretion, find it necessary to engage professional planning, engineering, legal and other services in reviewing the application;

NOW THEREFORE in consideration of the sum of \$2 paid to the Corporation by the Applicant and in further consideration of the Corporation reviewing such application and incurring costs in so doing (the sufficiency of which is acknowledged by the Applicant), the parties agree as follows:

1. This Agreement shall not be construed as the Corporation's acceptance or approval of the application.
2. The Corporation agrees to review the application and may retain such additional planning, engineering, environmental, legal and/or other consultants as are deemed necessary by the Corporation to thoroughly evaluate the application. The Applicant shall be entitled to the provision of final reports submitted by such consultants but not to drafts, or communications which would otherwise be privileged. The Applicant agrees that with respect to legal consultants, all such work shall be solicitor-client privileged to which it has no access.
3. The Corporation hereby notifies the Applicant that it intends to retain the Corporation's Solicitor to provide legal services relating to the preparation and execution of documents in connection with the Applicant's application.

4. The Applicant shall pay all reasonable costs specific to the application as incurred by the Corporation for its Solicitor (on a complete indemnity basis) and other consultants and its administrative costs in respect of the application, including interest on arrears if incurred as the result of delay in payment by the Applicant.
5. The Applicant shall, at the time of executing this Agreement, and further upon being notified by the Corporation from time to time, deposit funds with the Corporation to cover the expenses including all consulting fees and disbursements. Any funds deposited hereunder shall be in the form of cash, certified cheque or bank draft. The initial deposit required to be paid to the Corporation shall be \$10,000.00. The Corporation is entitled to pay expenses as they come due from the deposit, and when the amount of the deposit held by the Corporation is less than \$2,000.00 at any time, and from time to time, upon written notice, the Applicant shall be required to deposit further additional amounts to replenish the amount of the deposit to at least \$10,000.00, failing which the Applicant shall be in default. In default of such deposits being made, the Corporation may refuse to continue to process the application, refuse to execute any agreement required as a condition of development approval or take such legal action against the Applicant as it deems necessary.
6. The Corporation upon completion, termination, or withdrawal of the application, shall prepare and submit a final statement of account to the Applicant, including copies of all invoices submitted to it by its consultants. Surplus funds held by the Corporation shall be returned to the Applicant within sixty (60) days of such completion, termination or withdrawal. Surplus funds shall not be returned to any mortgagee or subsequent owner of the property referred to in the application except on the written direction of the Applicant or pursuant to a Court Order. In the event of a deficiency, the Applicant shall pay the amount of such deficiency forthwith upon demand.
7. This Agreement shall not stand in lieu of or prejudice the rights of the Corporation to require such further and other agreements permitted by provincial or federal legislation in respect of any application that the Corporation may deem necessary.
8. This Agreement constitutes the entire agreement of the parties to date with respect to the payment of the Corporation's costs for professional planning, engineering, legal and other services required in consideration of the application. Any subsequent agreement which includes a provision relating to costs incurred by the Corporation shall be deemed to be supplementary to this Agreement and shall not supersede this Agreement.
9. This Agreement shall be effective from the earlier of the date of this Agreement and the date the application referred to herein was submitted to the Corporation.
10. The persons signing this Agreement on behalf of the parties warrant that each person who signs this Agreement is authorized to represent that party and to bind it in this Agreement.
11. This Agreement shall ensure to the benefit of and be binding upon the parties and their respective successors and assigns.
12. The liability of all persons and entities obligated in any manner under this Agreement, including each of Balwant Singh Kaloti, Surinder Singh Kaloti, And Sukhwinder Kaloti shall be joint and several.

13. Should any provision or any part of any provision of this Agreement be declared null, void or inoperative, the remainder of the Agreement shall remain in full force and effect and shall be interpreted as a complete entity.
14. The Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.
15. Any notice required pursuant to this Agreement shall be in writing and delivered personally, by confirmed facsimile transmission ("fax") or sent by registered mail to the following address:

Applicant(s): Balwant Singh Kaloti

[REDACTED]

Surinder Singh Kaloti,

[REDACTED]

Sukhwinder Kaloti

[REDACTED]

The Corporation:

The Corporation of the Township of Melancthon
157101 Highway 10
Melancthon, ON
L9V 2E6

Fax: 519-925-1110

Attn: CAO or Clerk

Or to such addresses either of the Parties may indicate in writing to the other. Any notice given in accordance with this shall be deemed to have been received:

- i) Upon delivery if delivered personally;
- ii) At the time of transmission if sent by fax or email between 8:30 a.m. and 4:30 p.m. EST, or, if sent before or after such times, on the next business day; or
- iii) On the fifth day after posting, if sent by registered mail, provided that if such day is a Saturday, Sunday or holiday, on the next business day thereafter.

IN WITNESS THEREOF the parties hereto have duly executed this agreement as of the date so indicated below.

**THE CORPORATION OF THE
TOWNSHIP OF MELANCTHON**

Per: _____
Denise Holmes, CAO/Clerk
I have authority to bind the Corporation

Per: _____
Darren White, Mayor
I have authority to bind the Corporation

SCHEDULE "A"

Legal Description of Lands

The Lands are legally described as follows:

- Pt Lt 15 Con 2 OS, Pt 1, 7R4169 Except Pt 1, 7R5242; Melancthon, County of Dufferin;

Denise Holmes

From: Chris Jones <chris_mplanningservices@rogers.com>
Sent: Monday, January 18, 2016 4:34 PM
To: Denise Holmes
Subject: HBB Definitions and Regs.
Attachments: Untitled attachment 00016.htm; Melancthon Home Business Regs (Draft).pdf; Untitled attachment 00019.htm

Hi Denise - attached is an example of the definitions and regs for home occupation and home industries.

I have also defined "on farm diversified use" as per the PPS and have added the existing on-farm use provisions.

This is what I'd like to take to Council for discussion.

If you have any questions on this let me know.

CJ

•Municipal Planning Services Ltd.•

Office: 705-725-8133
Cell: 705-796-8771

Chris D. Jones BES, MCIP, RPP
51 Churchill Drive, Unit 1
Barrie, Ontario
L4N 8Z5

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca

[Remove](#) this sender from my allow list

From:

1.0 DEFINITIONS

- 1.1 "HOME OCCUPATION"** means the use of part of a dwelling unit for a legal business activity that produces a product or service in a manner which is clearly accessory to the principal residential use of the dwelling unit.
- 1.2 "HOME INDUSTRY"** means a small-scale occupation of an industrial nature conducted entirely within a building or part of an accessory building to a single-detached dwelling but does not include the repairing, storage or recycling of motor vehicles, mobile homes, boats, heavy equipment and recreational vehicles, which includes, but is not limited to campers, motor homes, motor cycles, all terrain vehicles, personal water craft and snowmobiles.
- 1.3 "ON-FARM DIVERSIFIED USE"** means uses that are secondary to the principle agricultural use of the property, and are limited in area. Such uses may include, but are not limited to, uses that produce value added agricultural products or provide a service that is supportive of regional agri-business.

Draft

2.0 REGULATIONS

2.1 HOME OCCUPATIONS

Where a home occupation is permitted in a Zone, the following provisions shall apply:

- a) Not more than one employee, in addition to the residents of the dwelling unit, shall be engaged in the business;
- b) Any dwelling unit containing a home occupation shall be occupied as a permanent, full-time residence by the owner/operator of the business;
- c) The use is entirely restricted to the dwelling unit and shall not be conducted in whole or in part in any accessory building, yard or private garage;
- d) No more than one home occupation shall be permitted in any dwelling;
- e) The maximum gross floor area dedicated to the home occupation shall be the lesser of 50 m² or 25% of the gross floor area of the dwelling.
- g) There shall be no goods, wares or merchandise offered or displayed for sale on the premises other than those produced on the premises;
- h) There shall be no outside storage of materials, goods or vehicles in conjunction with the home occupation use;
- i) There shall be no external advertising other than a sign erected in accordance with the Township of Melancthon Sign By-law No. xx-xx;
- j) A home occupation shall not create noise, vibration, fumes, odour, dust, glare or radiation that is detectable outside of the dwelling unit; and,
- l) The following uses shall not be permitted as a home occupation:
 - i) Adult entertainment use;
 - ii) Dating/escort services;
 - iii) Construction/landscaping contractors' yards;
 - iv) Tattoo parlours;
 - v) Taxi service depot, delivery or dispatch establishments; and
 - vi) Any use involving the storage, repair, maintenance and/or towing of motor vehicles or recreational vehicles

2.2 HOME INDUSTRIES

Where a home industry is permitted in a Zone, the following provisions shall apply:

- a) Not more than 2 employees, who are not residents of the lands utilized for the home industry, shall be permitted.
- b) Any lot upon which a home industry is located shall be occupied as a residence by the operator of the business;
- c) Any accessory building and any associated activity area used for the home industry shall be located no further than 100.0 metres from the detached dwelling on the same lot and no closer than 30.0 metres from any lot line;

- d) The minimum lot area shall be 2.0 hectares;
- e) The maximum gross floor area of any building or structure housing a home industry shall not exceed 100 m²;
- f) The driveway accessing the home industry shall be shared with the driveway that is utilized for the principal use on the lot;
- h) The sale of goods shall be limited to those products that are manufactured, processed, fabricated, or produced on the premises;
- i) Outdoor storage of goods or materials related to a home industry shall be permitted in the rear yard and interior side yards only, provided that the area does not exceed 50 m²;
- j) A maximum of two licensed motor vehicles utilized in conjunction with the home industry shall be permitted;
- k) Any outdoor storage associated with the home industry shall be located within the rear yard; and,
- l) There is no external advertising other than a sign erected in accordance with the Township of Melancthon Sign By-law.

2.3 ON-FARM DIVERSIFIED USES

The following provisions shall apply with regard to an on-farm diversified use where such a use is permitted by this By-law:

- a) The following uses may be permitted as on-farm diversified uses that are secondary uses to agriculture.
 - i) Dry manufacturing, trades and repair services other than an automobile repair shop or public garage
 - ii) Welding and machine shops
 - iii) Wood working shops
 - iv) Band saw mills with covered storage of saw logs
 - v) Greenhouses and market gardens
 - vi) Garden centres
 - vii) Tree nurseries
 - viii) Compatible commercial or retail uses including but not limited to storage and refrigeration of regional agricultural products, and production, sales and marketing of value added agricultural products derived from regional sources
 - ix) Supplemental sources of on-farm income that support and sustain on-farm agricultural operations and production

- x) Support services that facilitate the production, marketing and distribution of agricultural products
 - xi) On-farm and off-farm sales and marketing of predominantly regional agricultural products and experiences
 - xii) Locally made arts and crafts
 - xiii) Ancillary retail sales and service activities.
- b) Ancillary retail commercial sales and service activities, including accessory retail sale of products produced by the on-farm business use, shall be limited to a maximum of 10 percent of the gross floor area of the building.
- c) Any permitted use shall require a Change of Use Certificate from the Township.
- d) Only one permitted use is allowed on any qualifying lot.
- e) The lot shall be eligible for the Farm Property Class tax rate and must be used for a farming business that has a current and valid Farm Business Registration number.
- f) The minimum lot area shall be 20.23 hectares.
- g) The minimum lot frontage shall be 150 metres.
- h) The use and all associated facilities including parking areas shall not exceed a maximum area of 0.4 hectares.
- i) The use shall be located in a separate building or buildings that are not associated with any other use on the lot.
- j) All buildings and structures shall be set back a minimum of 22.8 metres from any lot line, 121.9 metres from the closest lot line of a vacant lot having a maximum size of 4.1 hectares, and 121.9 metres from a dwelling on a separate lot.
- k) The minimum separation distance between on-farm business uses shall be 500 metres.
- l) The maximum combined total floor area of all buildings shall be 418.06 square metres.
- m) All buildings shall have a peaked roof and the maximum building height shall be 9.2 metres measured vertically from the abutting finished ground level to the peak of the roof.
- n) All business operations, storage and loading spaces shall be located within fully enclosed buildings.
- o) There shall be a landscaped buffer strip provided between the use and the nearest open public road. The landscaped buffer strip shall consist of either a minimum 2 metre wide continuous strip of land containing or planted with at least one row of coniferous trees having a minimum height of 2 metres and spaced at a maximum of 3 metre centres or containing a continuous 2 metre high tight board fence. Where necessary, driveways and walkways may cross this

landscaped buffer strip. Where existing vegetation provides the equivalent of this buffer, no further planting or fencing is required.

- p) The use shall comply with the applicable noise emission standards of the Ministry of the Environment and, where necessary, acoustic fencing, berms or other mitigation measures shall be provided to ensure that off-site sound levels generated by the use meet those standards.
- q) The use shall be operated by the owner of the lot and a maximum of four employees.
- r) The use shall not be offensive, obnoxious or dangerous to the neighbours or the area by reason of: the emission of light, heat, fumes, noise, vibration, gas, dust, smoke, fire, odour, air or water borne waste or pollution; interference with radio or television; or the significant increase in vehicle traffic due to frequency of deliveries by commercial carriers or patron parking.
- s) There shall be no advertising other than a non-illuminating sign having a maximum size of 1 square metre.
- t) Any permitted on-farm business shall operate only during any part of the following time periods: between 7:00 a.m. and 7:00 p.m. on Mondays to Fridays and between 8:00 a.m. and 5:00 p.m. on Saturdays.



Headwaters
**Communities
in Action**

Building A Better Quality of Life Together

Headwaters Communities in Action

Melancthon Council Presentation, February 2016

HCIA Mission:

HCIA will be a catalyst for positive community change by engaging the diverse citizens of Headwaters region to work collaboratively for community well-being. HCIA functions as a backbone organization.

DEL2

FEB 04 2016



Supported by our primary funders and community partners for project
specific and in-kind support

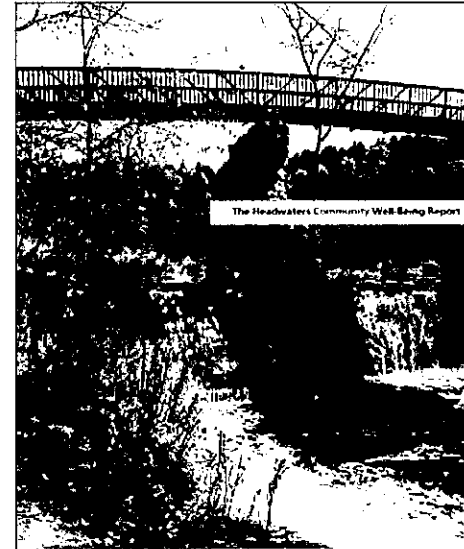




Headwaters
**Communities
in Action**

Building A Better Quality of Life Together

The foundation of our work...



The Community Well Being Report Refresh initiative - input from more than 400 citizens to update the report and identify priorities

Emerging priorities:

Active Transportation, Local Food, Community Safety, Affordable Housing



Headwaters
Communities
in Action

Building A Better Quality of Life Together

The year in review:

HCIA Accomplishments in 2015

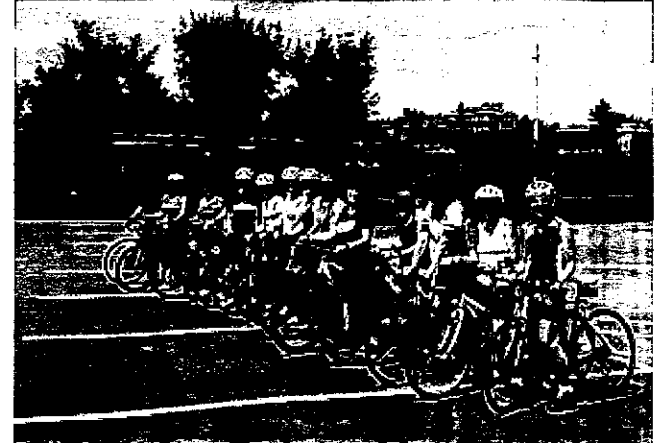
The year ahead:

- Food Charter
- Poverty Strategy
- Community Well-Being report
- Active Transportation projects



Trails/CHATT

- Cycling workshops
- Partnering for Community Rides





for food. for farming.
for our future.

HFFA:

Regional Food Charter for 2016



The **Education Literacy and Access** Group Trillium project:

1. Farm to School – Farmers teaching kids about growing food. Win win!
2. Food Club – More local and fresh food to our kids. More win win!
3. Family Cooking Classes (NEW!)



Headwaters
**Communities
in Action**

Building A Better Quality of Life Together

May we ask you...

- 1.What are the 5 key priorities in your municipality?
- 2.Or: what are the top 5 things your constituents give you feedback on?
- 3.Or: If you had a gift of project funds, what community capacity or engagement programs would be at the top of the list?

HCIA Accomplishments for 2015

Events:

Event	Date	Purpose and outcome
Community Food Access Discussion	Feb 4	First in a series of community conversations inviting HCIA and Headwaters Food and Farming Alliance (HFFA) community members to talk about Access to good food – one of the foundations of Headwaters Food and Farming Alliance (HFFA) 46 Attendees, 24 attendees committed to reconvening and identifying next steps.
Do the Math	May 5	Second in a series – now inviting community leadership to take the food challenge: live 3-5 days on a food bank diet to bring awareness to the issue of poverty and the lack of healthy food access for many in Dufferin. 40 attendees, many of them new community representatives, attended
Community Food Access Discussion #2	June 4	Follow up to the first conversation, and including some new citizens from the Do the Math event, discussion resulted in a meaningful action plan including the planning of a Poverty and Housing Forum to form partnerships and get key agencies and representatives to the table to form a poverty strategy with action items for Dufferin
Womens Bike Maintenance workshop	June 30	In partnership with Cycling Elements, the Citizens of Headwaters for Active Transportation Team (CHATT) formerly the TRAILS team, hosted a workshop for women which taught key skills for bike maintenance and safety – allowing 15 women in Orangeville to feel more secure about cycling.
Try a Tri (Try a Triathlon) for women	July 11	In partnership with the Running Room, CHATT managed the third leg of Try a Tri for 25 women by hosting a safe cycling workshop with Can-Bike certified instructors
Collective Impact Seminar	Aug 25	HCIA sponsored a workshop on the principles of Collective Impact and how it can support community well-being. Over 35 agency representatives attended to hear how their organizations might contribute to increased community capacity in addressing issues of shared concern.
HCIA AGM and Community Conversation	Oct 28	HCIA leverages the annual general meeting to incorporate a community conversation – this one around already identified priorities stemming from the Community Survey conducted through the summer and now being incorporated into the next Community Well-being report.
Housing and Poverty Forum	Nov 24	Hosted in partnership with the County of Dufferin and Public Health, this Forum shared the latest data and brought together agencies and citizens who shared a concern for poverty. The outcome was determining a steering committee who would assess the data and form an action plan appropriate for Dufferin.

Communications:

HCIA sent out 12 newsletters and 15 separate e-blasts with promotions, registrations and community information. Our database grew to 1375 – an 18% increase from last year. We continue to have higher than industry open and click rates (25-40%)

Projects:

The HFFA Farm to School and Food Club program, operating with HCIA and Local Food Fund funding, succeeded in meeting targets by teaching over 300 students in 7 schools the value of local fresh food