



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, February 5, 2015 - 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 15, 2015**
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. Letter from Linda Barton regarding a broken culvert - Lot 298, Concession 3 SW
 2. **Unfinished Business**
 1. Mulmur Melancthon Townline Agreement - clause for capital projects
10. **County Council Update**
 1. Council In Brief for January 8, 2015
11. **Committee Reports**
12. **Correspondence**

***Board & Committee Minutes**

1. Horning's Mills Hall Board of Management - Meeting November 11, 2014
2. Shelburne & District Fire Board - Meeting November 4, 2014
3. Grand River Conservation Authority Group 1 Member Appointed - Meeting Friday January 16, 2015
4. Dufferin Municipal Officers Association - Meeting December 18, 2014

*** Items for Information Purposes**

1. Cornerstone Standards Council - Responsible Aggregate Standard Version 3.0 - http://www.cornerstonestandards.ca/wp-content/uploads/2015/01/APPROVED_Responsible-Aggregate-Standard_Version3.pdf
2. Email from Susan Stone dated January 28, 2015 to Ministry of Municipal Affairs and Housing, Re: Unclaimed Ice Storm Money / ODRAP and Response from Ministry
3. Letter to Kathleen Wynne, Premiere from the City of Pembroke dated January 13, 2015, Re: OPP Billing Model
4. Letter from Grand River Conservation Authority dated January 6, 2015, Re: Highway 10 Rehabilitation from Dufferin County Road 17 to Flesherton Dufferin and Grey Counties
5. Nottawasaga Valley Conservation Authority - For Immediate Release - Doug Loughheed of Innisfil to lead NVCA Board of Directors 2015
6. AMO Communications - AMO Policy Update - Do Lower Gas Prices Mean Lower Federal Gas Tax Fund Payments?
7. Letter from Tom Pridham, Drainage Engineer, R.J. Burnside & Associates Limited dated January 12, 2015, Re: Drainage Superintendent Services File No.: D-ME-SUP, Project No.: MSO019743.2014
8. MPAC News - January 2015
9. Letter from Ministry of Municipal Affairs and Housing to Head of Council, Re: 2014

- Municipal Performance Measurement Program (MPMP)
10. Letter from Sheryl Flannagan, Director, Corporate Services, Nottawasaga Valley Conservation Authority dated January 15, 2014, Re: NVCA Board Member's Per Diem and Expenses
11. Email from Saira Bozin Ilisinovic, Partnership and Program Coordinator, Ministry of the Environment and Climate Change dated January 20, 2015, Re: Melancthon: Approved SPMIF Collaboration Statement
12. Email from OGRA (Ontario Good Roads Association) dated January 21, 2015, Re: OGRA Heads Up Alert - A Superior Court decision over Road Salt use sets a dangerous precedent for Ontario municipalities
13. Heads Up Alert dated January 23, 2015 - OGRA Board Approves multi-prong Approach in Response to the Superior Court Ruling in Steadman v. Corporation of the County of Lambton
14. Email from Vaughan Allan, Ministry of Agriculture and Food and Ministry of Rural Affairs dated January 22, 2015, Re: Noxious Weed List Changes Effective January 1, 2015
15. AMO Watch File dated January 22, 2015
16. AMO Communications - AMO Policy Update - 2015 Pre-Budget Submission
17. Email from Tom Campbell, The Royal Canadian Legion dated January 23, 2015, Re: The Military Service Recognition Book
18. Letter from the Ontario Provincial Police dated January 22, 2015, Re: Court Security and Prisoner Transportation (CSPT) Program Grant Funding
19. Email from South Georgian Bay Lake Simcoe Source Protection Region dated January 27, 2015, Re: Invitation to Municipal Council Workshop March 4 (Sharon) or March 5 (Orillia)
20. 2014 Statement of Remuneration Expenses
21. Nottawasaga Valley Conservation Authority Flood Contingency Plan
22. Report from Keith Palmer, Director of Community Services, County of Dufferin dated January 27, 2015, Re: County of Dufferin and Local School Boards Emergency Management Enhancements
23. News Release - For Immediate Release - January 29, 2015, County of Dufferin Budget Update
24. Nottawasaga Valley Conservation Authority - For Immediate Release - January 29, 2015, Plan to further protect local sources of drinking water approved by Minister

*** Items for Council Action**

1. Letter from Autism Ontario dated January 21, 2015, Re: Invitation to participate in Autism Ontario's "Raise the Flag" campaign on April 2nd 2015 in celebration of World Autism Awareness Day
2. Letter from Grand River Conservation Authority dated January 23, 2015, Re: 2015 Budget and Levy Meeting
3. Letter from Shelburne & District Agricultural Society dated January 9, 2015, Re: Thank you for your 2014 support of our Society and continued support
4. Horning's Mills Community Hall Board of Management - Motion to encourage the involvement of youth members of the community
5. Email from Michelle Steele, Senior Manager, RLB LLP Chartered Accountants and Business Advisors dated January 20, 2015, Re: Pre-audit letter to Council
6. Email from Joel Swagerman, Fontur International Inc. dated January 13, 2015, Re: Request for Concurrence - Bayshore Broadcasting - 358112 10th Line NE
7. Email from Jerry Jorden, G.W. Jorden Planning Consultants Limited dated January 29, 2015, Re: Bayshore Broadcasting Tower Planning Report
8. Letter from Van Harten Surveying & Engineering dated January 15, 2015, Re: Approval of Survey for Applications for Consent B1/14 and B2/14
9. Letter from P.J. Williams, Ontario Land Surveyor dated August 25, 2014, Re: One-Part Reference Plan for Application B11/14, Part of the East Half of Lot 27, Concession 3, Old Survey, Township of Melancthon (#478418 3rd Line)
10. Notification For Maintenance and Repair - Henderson Municipal Drain

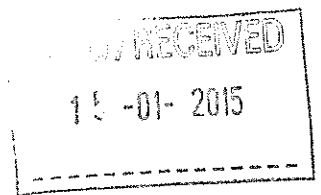
***Items regarding Dufferin Wind Power**

1. Email from Paula Peel, Secretary, APEC dated January 29, 2015, Re: APPEC Letter to Mayor White and 50 Limitation Distribution (collector) Lines

13. General Business

1. Accounts

2. By-law to impose special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act* (Ken North Tile Drainage Debenture)
3. Email from Steven Sills, Detachment Commander, Dufferin Detachment dated January 14, 2015, Re: Melancthon OPP 6 month contract
4. By-law to Amend the Remuneration By-law to allow Deputy Mayor to receive an allowance for IT and supplies
5. New/Other Business & Additions
 1. Corbetton Park - Discussion - Mayor White
 2. Council Chambers - Furniture - Mayor White
 3. Speeding in Horning's Mills - Councillor Hannon
 4. Agendas and Minutes of other Boards - Discussion - Councillor Hannon
 5. SWEA - Discussion & Direction on asking them to take the Food & Water First Pledge - Councillor Hannon
 6. Asset Management Symposium 2015 - Councillor Hannon
 7. Dog Tags & Animal Control Expenses - Discussion and Direction - CAO/Clerk
6. Unfinished Business
 1. By-law Enforcement - Discussion & Direction
 2. Beaver Program - Discussion & Direction
 3. DWPI - Tree Replacement Program - Discussion & Direction for placement of trees
 4. Establishment of Fire Sub-Committee
 5. Mulmur Melancthon Recreation Agreement
 6. Hill Machinery Sales - Cleanup of Property
- 14. Delegations**
 1. 6:30 p.m. - Martin Keller, Source Protection Program Manager, GRCA & Ryan Post, NVCA & RMO - Town of Shelburne - Overview of the Source Protection Program relating to Shelburne Well 7 & Memorandum of Agreement
- 15. Closed Session**
 1. Approval of Draft Minutes - January 15, 2015
 2. The receiving of advice that is subject to Solicitor/Client privilege, including communications necessary for that purpose - potential conflict of interest - public member to Roads Sub-Committee and Snow plowing Southgate Road # 22
- 16. Notice of Motion**
- 17. Confirmation By-law**
- 18. Adjournment and Date of Next Meeting - Thursday, February 19, 2015 - 5:00 p.m.**
- 19. On Sites**
- 20. Correspondence on File at the Clerk's Office**



To: Melancthon Township
cc: Dufferin Road Department

January 14th, 2015

Subject: Broken Culvert – Lot 298 Concession 3

On January 12th my husband went to the Township offices to report that the culvert on our driveway was split in the center leaving a large hole, right now it is filled with ice. If anyone (ie: Garbage men) should step in it and break a leg or ankle my insurance company will not cover any costs as this is not on my property.

Before the road repair was done a few years ago there had been three separate mishaps which resulted in vehicles ending up in our ditch. When the repairs to the road were done my husband mentioned the culvert might be damaged to the township road department, but they decided to leave it.

I am sure that the damage was due to the accidents and has been deteriorating over time.

Please repair this problem at no cost to myself.

Thank you.

Linda Barton.

From: Dufferin County <clerk=dufferincounty.ca@mail218.atl101.mcdlv.net> on behalf of Dufferin County <clerk@dufferincounty.ca>
Sent: January-16-15 2:15 PM
To: Denise
Subject: Dufferin County E-Newsletter- Council in Brief



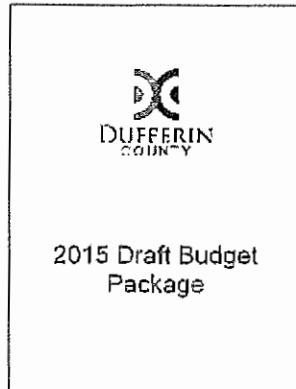
Headwaters Health Care Foundation

Ms. Donna Clark, V.P. Patient Services and Mr. Bob Burnside, Chair of the Commitment to Care Campaign addressed Council to provide an update on their activities. They requested a commitment of \$500,000 annually for the hospital over next three years from the County of Dufferin.

Food and Water First

Ms. Shirley Boxem addressed Council to provide an overview of Food and Water First and their purpose to strive to put policy in

place so the mega quarry proposal does not happen again. She asked Council to do an inventory of Class 1 Farm Land and also elevate this discussion to AMO (Association of Municipalities of Ontario) for policy change.



Mr. Alan Selby, Treasurer, presented Council with an overview of the 2015 Draft Budget.

A copy of the presentation and the Draft 2015 Budget is available on our website:

Presentation:

<http://www.dufferincounty.ca/files/content-pdf/2015-01-08-council-budget-presentation.pdf>

Draft 2015 Budget

<http://www.dufferincounty.ca/files/content-pdf/draft-budget-2015.pdf>

Upcoming Meetings:

General Government Services - Tuesday, January 27, 2015
- 4 p.m.

Community Services Dufferin Oaks - Tuesday, January 27,
2015 - 7 p.m.

All committee meetings will be held at 55 Zina Street,
Orangeville in the Sutton Room (2nd Floor)



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Email

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directly to your email inbox?**

For road closures on County Roads, sign up here.

For timely reminders and information about garbage, recycling and compost, sign
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For weather watches and information on emergency preparedness, sign up here.

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HORNINGS MILLS HALL BOARD OF MANAGEMENT

Minute of Meeting Held on November 11, 2014

The Horning's Mills Board of Management held a meeting on November 11, 2014, downstairs the Horning's Mills Community Hall. In attendance were: Sarah Harrison (Chair), Utra Hebden (Secretary), Sarah Earley (Treasurer), Debbie Fawcett, James Webster (Hall Manager), Janet Burke, Nancy Noble, Jennifer Weaver and Sarah Hershoff (Creemore Echo) Absent was: Darren White.

The Chair called the meeting to order at 7:03 pm.

The minutes were approved by a show of hands, moved by Sarah Harrison and seconded by Debbie Fawcett

Sarah Harrison presented the Profit and Loss Statement with some additional explanation.

Sarah Hershoff gave an update re: The Fred Eaglesmith Concert scheduled for November 29. Basically, the arrangement/layout required and times planned. She advised her team will set up as necessary. Sarah Harrison also informed about ads to be put up, namely at the Honeywood Arena, and on Postal boxes. Sarah Harrison confirmed that the liquor license has already been received for use on one floor and she will contact the Shelburne Free Press to get an ad put in as well.

Sarah Earley informed that the Craft Fair is all set to go. The response was very good, however, more tables were needed. Debbie Fawcett offered tables (on loan) for the occasion. Sarah Earley still has to put out the signs and organize the decoration for the hall. She also requested the board set a date for the Spring Fair. Saturday May 9, 2015 was agreed upon. A Brunch will be set up on the lower level on that day.

James advised that the roof work would be done next week. At the last meeting a motion was passed to pay \$1100 to have this work completed.

Trillium issued an email advising that the Hornings' Mills Community Hall has fulfilled all its obligations regarding the issue of grants and that "the door" is now open for any further applications from the board. Kelly was informed accordingly via email.

The lift is now fixed, "sensor readjusted" and ready for service. It was advised that a mini heater be put in to ensure the oil does not freeze/get cold thereby avoiding any further mishaps.

The railing out of the kitchen—This has now been done at a cost of \$200 + plus taxes. A motion was passed to pay Ron Fischer (Fischer Construction). Moved by Sarah Harrison

and seconded by Debbie Fawcett who also suggested we inquire about framing the back unit, (behind the kitchen door) for which she has material.

Halloween: This year a profit of \$80 was made which was better than last year.

Discussions were held re: ways to further enhance this profit in future such as better ads, higher fees, and earlier start times.

Yoga is up and running, with a slow start but looks hopeful.

An honorarium was given to Seth Weaver who cut the grass this summer past.

No word has been received regarding the children's book club.

Greg Holmes proposed a New Year's Eve Dance/Jamboree but most people were preoccupied with their own personal celebrations so that idea was shelved.

Sarah Harrison is in possession of the Dusk to Dawn light and is going to get Delmar to install as soon as possible.

Debbie Fawcett pointed out that the ground floor of the hall needed levelling out and will look into the best way this could be accomplished.

The meeting was adjourned at 8:20 pm to meet again on December 9 at 7pm.

SHELBURNE & DISTRICT FIRE BOARD

November 4th, 2014

The Shelburne & District Fire Department **Board of Management** 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 7:00 pm.

2 **Additions or Deletions to Agenda**

- 2.1 Amended: Moved In Camera to the end of the meeting.

3. **Approval of Agenda**

3.1 **Resolution #1**

Moved by N. Malek - Seconded by K. McGhee

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.
Carried

4. **Approval of Minutes**

4.1 **Resolution #2**

Moved by N. Malek - Seconded by K. McGhee

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of October 22nd, 2014 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 **Staffing Review Committee – Update – “In Camera”**

“In-Camera” session was discussed at the end of this meeting.

Resolution #3

Moved by F. Nix – Seconded by N. Malek

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following at 7:45 pm:

PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES.

LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS

Carried

Resolution #4

Moved by N. Malek – Seconded by J. Elliott

BE IT RESOLVED THAT:

We do now rise and report progress at 8:05 pm .

Carried

9. **New Business**

9.1 **Presumptive Legislation Workshop**

The Secretary-Treasurer presented a report detailing the information that was provided at the Presumptive Legislation Workshop. The report was discussed as received and it was suggested that a copy be sent out to the participating municipalities as well as Andy Macintosh.

Resolution #5

Moved by J. Elliott – Seconded by N. Malek

BE IT RESOLVED THAT:

The Shelburne & District Fire Board reimburse the Town of Shelburne \$224.87 for the Secretary-Treasurer's registration fee to attend the Firefighter's Presumptive Legislation Workshop on November 3rd, 2014 hosted by OMHRA; and further that mileage be paid to the Secretary-Treasurer in the amount of \$87.00 (1/2 of which mileage to be reimbursed by the Grand Valley & District Fire Board).

Carried

10. **Chief's Report**

10.1 **Monthly Report (October 2014)**

There were a total of 24 calls for the month of October, along with several inspections.

10.2 **Update from Chief / Deputy-Chief**

All firefighters have been trained on the aerial truck, except for the recent new recruits. The number of firefighters that attend a call during the day can be as low as 3-5; that number rises when a call is on the weekend or in the evening. These figures can be verbally reported going forward but will not be contained in the monthly report.

The Wellington Dufferin Guelph Public Health Unit conducted a seminar on Ebola that was attended by Deputy-Chief Ed Walsh. Health practices were reviewed with the firefighters and a hand-out was provided to the board.

11. **Future Business**

11.1. **Draft 2015 Budget**

This document will be presented in January 2015 to the new Board of Management.

12. **Accounts & Payroll**

12.1 **Resolution #6**

Moved by J. Elliott - Seconded by L. Hilchey

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$3,298.97 for the period of October 18th, 2014 to October 31st, 2014 as presented and attached be approved for payment.

Carried

12.2 **Resolution #7**

Moved by J. Elliott – Seconded by N. Malek

BE IT RESOLVED THAT:

Payroll for the following month(s) be approved for payment, subject to corrections being made as discussed by the Board.

October 2014 - \$19,777.24

Carried

13. **Confirming and Adjournment**

13.1 **Resolution #8**

Moved by L. Hilchey – Seconded by J. Elliott

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 #9

Moved by F. Nix – Seconded by H. Foster

BE IT RESOLVED THAT:

The Board of Management do now adjourn sine die at pm.

Carried

Respectfully submitted by:

Carey Holmes

Carey Holmes, AMCT
Secretary-Treasurer

Approved:

Tom Egan

Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of November 4 th , 2014

Municipality / Member	Present	Absent
Township of Amaranth		
Brian Besley		X
Heather Foster	X	
Town of Mono		
Ken McGhee	X	
Fred Nix	X	
Township of Melancthon		
Janice Elliott	X	
Nanci Malek	X	
Town of Shelburne		
Tom Egan	X	
Ken Bennington	X	
Township of Mulmur		
Lynn Hilchey	X	
Heather Hayes	X	
Staff		
Steve Horsley - Chief	X	
Ed Walsh - Dep. Chief	X	
Carey Holmes - Sec/Treas.	X	
David Holmes - Captain		X



Grand River Conservation Authority Group 1 Member Appointment Meeting

Friday, January 16, 2015

The following are the minutes of the Group 1 Member Appointment Meeting held at 3:35 p.m. on Friday, January 16, 2015 by teleconference.

Participants:

J. Mitchell, Chair, Grand River Conservation Authority; Mayor Don MacIver, Township of Amaranth; Mayor Anna-Marie Fosbrooke, Township of Southgate; Mayor Darren White, Township of Melancton; Mayor Steve Soloman, Town of Grand Valley; Deputy Mayor John Stirk, Township of East Garafraxa

Observers:

Councillor Christine Gordon, Township of Southgate; Denise Holmes, Clerk, Township of Melancton; Joe Farwell, Chief Administrative Officer, Grand River Conservation Authority

1. Call to Order:

J. Mitchell, Chair, called the meeting to order at 3:35 p.m.

2. Roll Call and Certification of Quorum – 3 Participants constitute a quorum (1/2 of the participating municipalities in the group)

The Chief Administrative Officer called the roll and certified a quorum.

3. Review of Agenda:

There were no additions to, or deletions from the agenda.

4. Declarations of Pecuniary Interest:

There were no declarations of pecuniary interest made in relation to the matters to be dealt with.

5. Appointment of Member for Group 1

J. Mitchell called for nominations for the appointment of the Grand River Conservation Authority member representing Group 1. Mayor Don MacIver nominated Councillor Chris Gerrits; Mayor Darren White nominated Councillor Dave Besley and Deputy Mayor John Stirk nominated Mayor Guy Gardhouse.

Resolution:

Moved by: Don MacIver

Seconded by: Anna-Marie Fosbrooke

(Carried)

THAT nominations for the appointment of the Grand River Conservation Authority member representing Group 1 be closed.

Resolution:

Moved by: Don MacIver

Seconded by: Anna-Marie Fosbrooke

(Carried)

THAT the meeting move into closed session to hear representations on behalf of the nominees.

Resolution:

Moved by: Don MacIver

Seconded by: Anna-Marie Fosbrooke

(Carried)

THAT the meeting return to open session and election ballots be destroyed.

Resolution:

Moved by: John Stirk

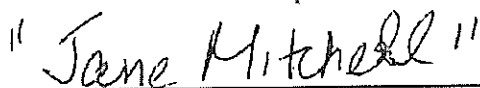
Seconded by: Steve Soloman

(Carried)

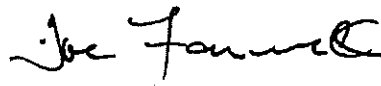
THAT Mayor Guy Gardhouse is appointed as a member of Grand River Conservation Authority to represent the municipalities in Group 1 (Township of Amaranth, Township of East Garafraxa, Town of Grand Valley, Township of Melancthon and Township of Southgate) for a term to expire November 30, 2017 and a further one year term to expire on November 30, 2018 (the term of council)

6. Adjourn

The meeting adjourned at 3:50 p.m.



Chair



Chief Administrative Officer

DUFFERIN MUNICIPAL OFFICERS ASSOCIATION

Minutes of Meeting held on December 18, 2014 @ 9:00 a.m.
Monora Park Pavilion -Town of Mono

MEMBERS PRESENT:

Keith McNenly - Chair - Town of Mono
Susan Stone - Secretary - Treasurer - East Garafraxa and Amaranth
Denise Holmes- Melancthon Township John Telfer - Town of Shelburne
Heather Boston - Mulmur Township Jane Wilson - Town of Grand Valley
Pam Hillock - County of Dufferin Brian Parrott - Town of Orangeville
Alan Selby - County of Dufferin Mark Early - Town of Mono
Les Halucha - Town of Mono

OTHERS PRESENT:

Matt Stubbs - MPAC Holly Prior - MPAC
Christine Gervais - Planner for Amaranth/East Garafraxa
Tracey Atkinson - Planner for Grand Valley
Ryan Post - NVCA re Source Water Protection
Scott Burns - County of Dufferin re Source Water Protection
Heather McGinnity - RMO for Town of Orangeville
Alyssa Broadfoot - County of Dufferin re Source Water Protection
Shara Bagnell - County of Dufferin/Health and Safety Co-Ordinator
Steve Murphy - County of Dufferin/Emergency Management and Accessibility Co-Ordinator

1. Meeting called to order:

1.1 Keith McNenly, Chair, called meeting to order.

Moved by Les, seconded by Denise, that the minutes of the November 6, 2014 meeting be adopted as circulated. CARRIED.

2. Delegations:

2.1 Steve Murphy - Emergency Management and Accessibility Co-Ordinator - Update

Steve addressed the members with respect to recent meeting he had with the school boards regarding emergency management and setting up plans in co-operation with the municipalities. Steve noted that he is encouraging the schools to have "shelter in place" policies but the big issue is parent buy-in. However, he stressed that they are in better shape with communicating with the schools and have trained their staff, and is waiting for the schools to provide their emergency plans. He also noted that the MTO have not committed to a large digital sign but

have agreed to 2 temporary digital signs which will be in addition to the 2 existing County signs. The County has also purchased a utility trailer to contain all shelter supplies including cots and blankets. Steve will provide a report for councils. There was also a suggestion that there be a “who does what” chart prepared outlining who should close roads etc. Steve advised that the police are the ones who officially close roads though we may recommend road closures, and that signage is posted but not manned by the police. Also discussion on ODRAP and the fact that the ice storm money has not been paid out to eligible recipients. Motion put forward by John and Les to suggest that any unused money be allocated to the ODRAP fund.

2.2 Shara Bagnell - Health and Safety Co-Ordinator - Update

Shara provided Health and Safety update, noting that the Health and Safety Act has changed to include school co-op students (secondary and post-secondary) and is now included under definition of a worker, however, specifically does not cover volunteers or community service hours. Therefore, training is required. Also Ministry “blitzes” are focused on the industrial sector (machine guarding) till March, 2015, and construction sector focusing on mines, so not applicable to us. However, there have been 3 Ministry of Labour visits in the area, and one “phone in”, resulting in 3 orders issued, and were triggered by complaints from employees or workers.

2.3 Ryan Post - Source Water Protection Working Group Meeting #2

Ryan provided update with respect to Source Water Protection Implementation Funding, and the various tasks identified going forward. The Working Group will develop a process, forms etc. for Part IV/RMO powers. Within the County the only RMO's are Ryan (for Mono and other municipalities who have contracted with NVCA) and Heather (for Orangeville). In East Garafraxa, Burnside's have been appointed. It was noted that the South Simcoe Plan approval is imminent and are anticipating this could occur by the end of January, 2015, in which case the Plan effective date would be July, 2015. The Planners would need to be involved in the Action Plan/Work Plan, and Official Plans will need to be updated. There will also need to be an Outreach and Education team which would include municipal and source protection staff (Heather to be the lead for this group); a Development Working Group which would include RMO's and administrative/planning staff; and a Water Quantity Threat Team who would assist with the development of the joint water management strategy under the direction of the affected municipalities (Orangeville, Mono, Amaranth and East Garafraxa).

Next steps will be more detailed work plans for each working group, and each municipality to determine who would sit on each working group, for which the oversight committee would be the DMOA. Scott indicated that there are also County funds available which could address any gaps in funding, though every municipality is expecting to receive Collaboration Funding over and above their already allocated funding. It is also possible to collaborate on consultants and planners.

3. MMAH:

3.1 Bridget Benn unavailable for this meeting.

4. MPAC:

4.1 Matt Stubbs and Hollie Prior - General Update and Information

Matt Stubbs in attendance and provided hand out regarding phased in roll totals for 2015, which indicate an approximate 1% change. 2014 permits are all now in the system, though not all assessed at this time, and the expectation is that the permit numbers will drop for 2015. Alan commented that he estimates the County wide growth to be over 2% for 2015 tax roll but will drop in 2016. Matt also discussed special assessment policies related to grain elevators, which will affect tax class.

Matt indicated that he will be returning to his former evaluation job in 2015, and that Jon Hebden will be back as our Municipal Relations Representative.

5. County/Local Municipalities:

5.1 Municipal Elections 2014 (deferred from last agenda)

5.1.1 Municipal Elections Act - discussion - "flaws" to be put forward to MMAH, such as scrutineers legislation should have age and citizenship criteria same as electors and candidates, legislation should be more geared towards automated elections, and should be specific date in the Act regarding signage. John to draft letter and circulate for comments.

5.1.2 2014 Municipal Elections - follow up and next steps - financial reporting - deadline to send out registered letter is February 25, 2015; also Clerk to submit a report to council on accessibility by January 26, 2015; and ballots to be destroyed (mandatory) and election materials to be destroyed (optional) as of February 26, 2015.

5.2 Source Water Implementation Funding - dealt with under Delegations

- 5.3 OMPF Summary (Alan) - chart provided and Alan noted that 5 municipalities limited to 20% loss; therefore, being subsidized, and that Grand Valley and Amaranth are losing approximately 10%.
- 5.4 Other
 - 5.4.1 Infrastructure funding discussion. Expressions of Interest were submitted by some municipalities in Dufferin. Orangeville given go ahead with application for federal funding, and Shelburne given go ahead to apply for the small community funding component.
 - 5.4.2 County budget discussion. Question asked regarding what will occur on the Provincial “uploading” costs at the County and whether they will show as a direct tax reduction, similar to the costs for waste management which were reduced from the Township budgets. Alan indicated that it will be a reduction in the tax increase as opposed to an actual reduced tax rate. Hospital contribution also discussed, which is currently in County draft budget as zero, and there has been no council direction as yet for 2015. County Road 11 being phased so won’t be complete for a number of years, and a roads needs study is in progress.
 - 5.4.3 County Official Plan Update. Tracey indicated that the Ministry has the adopted Plan, but that no comments from the Province as yet, though deadline for Plan is March 30, 2015. Discussion regarding process for addressing proposed modifications by the Province, which the Ministry have indicated they no longer consider as public information for the local councils, and will only discuss at the staff level. The Province has also told some municipalities that local amendments are on hold till the County Plan is approved. Delegation of approval authority powers will occur once the Plan approved; also staffing will be addressed, and there will likely be a contract Planner who will develop processes and procedures.
 - 5.4.4 OMAFRA - Secretary to contact them regarding lack of representation at DMOA meetings, and request that Sue Powell be re-assigned to this area.
 - 5.4.5 POA Board Appointments - request by Caledon for staff appointments as opposed to political appointments discussed. Memorandum of Understanding/Constitution to be requested to determine if it is mandatory for the Board to be staff appointments, or at discretion of the municipalities.

6. Date of Next Meeting(s) and Adjournment:

- 6.1 Next meetings to be at Monora on January 23 and March 13, 2015.

Denise Holmes

From: Nicholas Schulz <nschulz@cornerstonestandards.ca>
Sent: January-12-15 9:27 AM
To: undisclosed-recipients:
Subject: CSC's Responsible Aggregate Standard Released
Attachments: Untitled attachment 00183.htm; APPROVED_Responsible Aggregate Standard_Version3.pdf; Untitled attachment 00186.htm; GuidetoStandard_Certified Sites_FINAL_Jan2015.pdf; Untitled attachment 00189.htm; GuidetoStandard_Registered Sites_FINAL_Jan2015.pdf; Untitled attachment 00192.htm; Pilot Period Summary_FINAL_Jan2015.pdf; Untitled attachment 00195.htm; Proposed CSC Comm-12Jan15_FINAL.pdf; Untitled attachment 00198.htm

The Cornerstone Standards Council (CSC) is proud to announce the release of its Responsible Aggregate Standard (V3). This announcement begins a two-year pilot period during which CSC will audit and certify aggregate operations while assessing the Standard and Assurance System in the field. As a person or organization that made formal comments during CSC's 75-day consultation period we would like to thank you for your contribution to this work and encourage your continued involvement. The approved Responsible Aggregate Standard (V3) is attached here for your attention and is also posted on our website at www.cornerstonestandards.ca <<http://www.cornerstonestandards.ca>>. In addition, you will find attached summary documents that provide a high-level overview of the requirements of CSC's Responsible Aggregate Standard for both existing and proposed aggregate operation.

CSC has spent three years developing this standard, seeking to establish a high but achievable bar for the siting, operation and rehabilitation of aggregate sites in Ontario. In addition to the 75-day consultation period that you participated in this development has included numerous meetings of CSC's multi-stakeholder Standards Development Panel and onsite field-tests. Rather than undertaking a second, 30-day, consultation period, as previously proposed, CSC's Board of Directors has decided to release a working Standard that will be tested on the ground, in different settings, over the next two years. By moving to a two-year pilot period, our hope is to engage stakeholders in the on-the-ground application of the standard and to then revise it accordingly based on lessons learned and feedback received. If you would like to stay up-to-date on CSC's work and the workshops to be undertaken during the two-year pilot please sign-up for our electronic mailing list at www.cornerstonestandards.ca <<http://www.cornerstonestandards.ca>>. A summary of the proposed activities and objectives of the pilot period have been attached to this email for your information.

CSC would like to thank all of the organizations and individuals who submitted comments during the 75-day consultation period. The documents attached here are also available online at http://www.cornerstonestandards.ca/?page_id=320 <http://www.cornerstonestandards.ca/?page_id=320> along with a record of the comments received and CSC's response.

Questions regarding CSC's work, including the two-year pilot, can be directed to Nicholas Schulz at nschulz@cornerstonestandards.ca <<mailto:nschulz@cornerstonestandards.ca>>.

Denise Holmes

From: Susan Stone <suestone@amaranth-eastgary.ca>
Sent: January-28-15 10:06 AM
To: Denise Holmes
Subject: FW: Unclaimed Ice Storm Money/ODRAP

As requested.

Susan M. Stone, A.M.C.T.
CAO/Clerk-Treasurer
Township of Amaranth
Township of East Garafraxa
suestone@amaranth-eastgary.ca
519-941-1007 ext. 227

From: Susan Stone [<mailto:suestone@amaranth-eastgary.ca>]
Sent: Tuesday, December 23, 2014 11:25 AM
To: tmcmeekin.mpp@liberal.ola.org
Cc: Keith McNenly; Benn, Bridget (MAH) (Bridget.Benn@ontario.ca)
Subject: Unclaimed Ice Storm Money/ODRAP

Hon. Ted McMeekin
Minister of Ministry of Municipal Affairs and Housing
17th Floor
777 Bay Street
Toronto, Ontario.
M5G 2E5

Dear Sir:

At a recent meeting of the Dufferin Municipal Officer's Association, of which I am Secretary-Treasurer, the matter of the unclaimed \$190 million ice storm aid money was discussed, and concern voiced that this money will continue to be unspent and unallocated, and will therefore be absorbed into the general funds at the Province. Therefore, the following resolution was put forth:

Moved by J. Telfer, Seconded by L. Halucha

BE IT RESOLVED THAT the Dufferin Municipal Officer's Association urge the Province to allocate any unspent ice storm aid money to the ODRAP fund;
AND FURTHER that a response be forwarded to the Secretary Treasurer of the Dufferin Municipal Officer's Association accordingly. CARRIED

We look forward to hearing from you.

Susan M. Stone, A.M.C.T.
CAO/Clerk-Treasurer
Township of Amaranth
Township of East Garafraxa
suestone@amaranth-eastgary.ca
519-941-1007 ext. 227

Ministry of
Municipal Affairs
and Housing

Municipal Programs and
Education Branch
777 Bay Street, 16th Floor
Toronto ON M5G 2E5
Phone: (416) 585-7296
Fax: (416) 585-7292

Ministère des
Affaires municipales
et du Logement

Direction des programmes municipaux
et de la formation du personnel
777, rue Bay, 16^e étage
Toronto ON M5G 2E5
Téléphone: (416) 585-7296
Télécopieur: (416) 585-7292



15-65539

January 12, 2015

Ms. Susan M. Stone
Secretary-Treasurer
Dufferin Municipal Officer's Association
suestone@amaranth-eastgary.ca

Dear Ms. Stone:

Thank you for your e-mail dated December 23, 2014 regarding Ice Storm Assistance Program funding. I am pleased to respond to the correspondence and to clarify a few key points.

The Ice Storm Assistance Program was designed to help municipalities and conservation authorities that were severely impacted by the December 21-22, 2013 ice storm. The program is separate and distinct from the Ontario Disaster Relief Assistance Program (ODRAP).

Based on the best available cost estimates received from impacted municipalities following the ice storm, the province allocated \$190 million to provide assistance. In many places the clean-up of public safety hazards continued well into the fall of 2014 and municipalities and conservation authorities continued to incur eligible costs. Throughout 2014, the province worked to help eligible municipalities and conservation authorities prepare their submissions, which were due on or before December 31, 2014. The government made a commitment to reimburse claimants for 100% of eligible costs, and is standing by that commitment. To date, 57 claimants have submitted fully documented claims and one municipality has requested and received an extension to the deadline because of extenuating circumstances. Claim review is currently in progress and the first payments can be expected to be made to some claimants in early 2015.

As the amount of \$190 million was allocated specifically to the Ice Storm Assistance Program in Ontario's Public Accounts, it cannot be used for any other purpose, including for ODRAP. Any unspent funds that remain following the Ice Storm Assistance Program claim review will be returned to the province's Treasury for future allocation to provincial priorities.

With respect to ODRAP, the ministry reviews all requests for assistance in accordance with the program's eligibility criteria. If a natural disaster occurs that is beyond the financial capacity of a municipality to manage, the provincial government will provide assistance. Funds available for ODRAP are not capped based on an annual allocation.

Please be assured that the ministry will continue to give careful consideration to all requests received for assistance under ODRAP.

.../2

Once again, thank you for writing.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Hannah Evans', written in a cursive style.

Hannah Evans

Director

Ministry of Municipal Affairs and Housing



CITY OF PEMBROKE

1 Pembroke Street East
Pembroke, Ontario
K8A 3J5
Tel. 613.735.6821

*Chief Administrative Officer
& Human Resources*
Extension 1300
Fax: 613.735.3660

Services

Finance
Extension 1320
Fax: 613.735.3660

**Economic Development
& Recreation**
Extension 1501
Fax: 613.635.7709

Operations
Extension 1409
Fax: 613.732.1421

Planning & Building
Extension 1304
Fax: 613.735.3660

Purchasing
Extension 1409
Fax: 613.732.1421

Fire
Extension 1201
Fax: 613.732.7673

Utilities
Water
Extension 1491
Fax: 613.735.8648
Pollution
Extension 1480
Fax: 613.732.7028

general email:
pembroke@pembroke.ca

www.pembroke.ca

January 13, 2015

Kathleen Wynne, Premiere
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premiere Wynne:

RE: OPP Billing Model

Please be advised that Council of the Corporation of the City of Pembroke passed the following resolution at its meeting of January 6, 2015:

Resolution #002 (January 6, 2015)

Moved By: Ron Gervais
Seconded By: Christine Reavie

WHEREAS the City of Pembroke is in receipt of the new OPP Billing model which will see invoices split between base costs and calls for service on an approximate 60/40 split;

AND WHEREAS all municipalities will pay the same base cost per property, which is estimated at \$203.00 per property;

AND WHEREAS the new model received Cabinet approval on August 13, 2014 and will commence on January 1, 2015, to be phased in over five years;

AND WHEREAS the Province is currently responsible for policing costs associated with unorganized townships;

AND WHEREAS the Municipality of Killarney has passed a resolution requesting the Province implement a billing method for those properties located in unorganized townships;

NOW THEREFORE BE IT RESOLVED THAT the Council of the City of Pembroke does hereby endorse the resolution passed by the Municipality of Killarney and requests the Province implement a billing method for those properties in unorganized townships so those properties contribute to their fair share of policing costs;

AND FURTHER THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of Community Safety and Correctional

Services, the Ministry of Finance, AMO, MPP John Yakabuski and all municipalities serviced by the OPP.

The Corporation of the City of Pembroke respectfully requests your support of our resolution. Thank you for your consideration of our request and we look forward to your favourable reply. Should you have any questions regarding the foregoing, please do not hesitate to contact me.

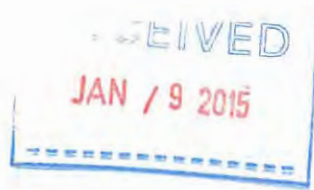
Sincerely,



Terry Lapierre, CMO, CMMIII, Ec.D
Chief Administrative Officer

TL/hm

cc Yasir Naqvi, Minister of Community Safety and Correctional Services
Charles Sousa, Minister of Finance
Gary McNamara, President, AMO
John Yakabuski, MPP, Renfrew-Nippissing-Pembroke
Municipalities serviced by OPP



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 6, 2015

James Corcoran
Environmental Planner
Ministry of Transportation
659 Exeter Road
London, ON N6E 1L3

Dear Mr. Corcoran,

**Re: Highway 10 Rehabilitation from Dufferin County Road 17 to Flesherton
Dufferin and Grey Counties
Pavement Rehabilitation and Culvert Replacements
Detailed Design and Class Environmental Assessment Study**

We have now had the opportunity to review the Fish and Fish Habitat Existing Conditions and Impact Assessment Report (dated December 4, 2014, prepared by Parsons) and the Terrestrial Ecosystems Existing Conditions and Impact Assessment Report (dated October 20, 2014, prepared by Delcan, a Parsons Company).

The reports indicate that works are proposed at Stations 19+701 and 25+439 within the Grand River watershed. These works involve minor culvert maintenance and cleanout with appropriate erosion and sediment controls.

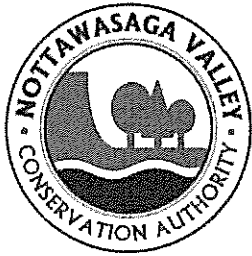
These maintenance activities are minor in nature and the Grand River Conservation Authority has no further comments on the proposed rehabilitation of Highway 10 from Dufferin County Road 17 to Flesherton.

Should you have any questions, please contact Andrew Herreman at 519-621-2763 ext. 2236.

Yours truly,

Fred Natolochny
Supervisor of Resource Planning
Grand River Conservation Authority
FN/ah

c.c. Ron Meertens, Project Manager, Ministry of Transportation – 659 Exeter Road, London, ON N6E 1L3
Denise Holmes, CAO/Clerk – Township of Melancthon
David Milliner, CAO – Township of Melancthon



FOR IMMEDIATE RELEASE

Doug Lougheed of Innisfil to lead NVCA Board of Directors in 2015

Utopia, Ontario, January 12, 2015 – Doug Lougheed, Councillor for the Town of Innisfil, will lead the Nottawasaga Valley Conservation Authority board of directors in 2015.

Member Municipalities

Adjala-Tosorontio
Amaranth
Barrie
The Blue Mountains
Bradford-West Gwillimbury
Clearview
Collingwood
Essa
Innisfil
Melancthon
Mono
Mulmur
New Tecumseth
Oro-Medonte
Grey Highlands
Shelburne
Springwater
Wasaga Beach

Watershed Counties

Simcoe
Dufferin
Grey

Lougheed, a former police officer and family farm manager, was elected chair of the board at the NVCA's 55th Annual General Meeting on January 9, 2015.

"I look forward to serving residents of the Nottawasaga Valley watershed as chair for the NVCA board of directors," said Lougheed. "In 2015, the board will look to continue to improve the efficiency and effectiveness of the organization, while still ensuring that we meet our important obligations as mandated under the *Conservation Authorities Act*."

Nina Bifulchi, Deputy Mayor of the Town of Wasaga Beach, who has served as chair for the past two years, elected not to run again. Bifulchi will continue to sit on the board, serving as past chair.

"I am proud of this board's accomplishments. I've enjoyed working with this board and staff and look forward to serving as past chair," said Bifulchi. "As we enter a new year with many new faces around the table, I hope that together we will continue to grow and develop the NVCA as a 'respected, trusted and valued' leader in watershed management."

Gail Ardiel, Deputy Mayor for the Town of The Blue Mountains was acclaimed as vice chair, a position she held in 2014.

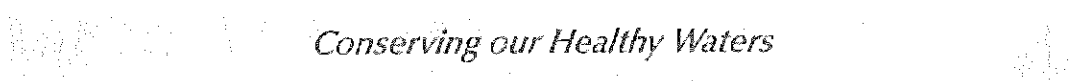
Fifteen new members appointed by their municipalities joined the board at the meeting. A total of 27 members sit on the NVCA board from 18 municipalities in the counties of Simcoe, Dufferin and Grey.

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 -

Member of



NOTTAWASAGA VALLEY CONSERVATION AUTHORITY * Centre for Conservation
John Hix Conservation Administration Centre * Tiffin Conservation Area * 8195 8th Line * Utopia, On L0M 1T0
Telephone: 705.424.1479 * Fax: 705.424.2115 * Web: www.nvca.on.ca * Email: admin@nvca.on.ca

5

FEB 05 2015

Media contact:

Heather Kepran, Communications Coordinator
705-424-1479 x254, hkepran@nvca.on.ca

A full list of the 2015 NVCA board of directors is available at
<http://www.nvca.on.ca/Pages/CurrentMembers.aspx>

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



Doug Lougheed, Councillor for the Town of Innisfil, 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



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

Wendy Atkinson

From: AMO Communications <communicate@amo.on.ca>
Sent: January-14-15 7:15 PM
To: watkinson@melancthontownship.ca
Subject: AMO Policy Update - Do Lower Gas Prices Mean Lower Federal Gas Tax Fund Payments?

January 14, 2015

Do Lower Gas Prices Mean Lower Federal Gas Tax Fund Payments?

The price of gas continues to drop across Canada. While it can be a pleasant surprise at the pumps, you may be wondering whether or not lower gas prices affect how much funding your municipality receives from the federal Gas Tax Fund. The answer is no.

Reduced gas prices do not affect the federal Gas Tax Fund payments that AMO delivers to Ontario municipalities.

The federal Gas Tax, along with all other taxes collected by the federal government, is put into one "general revenue" account. Government programs and services are funded from that general account. The federal Gas Tax Fund is currently set at \$2 billion per year across Canada. This \$2 billion is drawn from the general account. It's not taken directly from the taxes collected on gasoline sales. The Fund is permanent in federal legislation and our Administrative Agreement with the federal government has been extended to 2023.

While lower fuel prices won't affect your municipality's Gas Tax allocation, the government will have less tax dollars to fund all programs and services. This calls into question the government's future ability to balance the budget in light of all of its fiscal commitments, including the federal Gas Tax Fund.

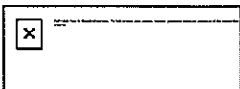
The federal Gas Tax Fund will provide Ontario's municipalities with \$3.8 billion between 2014 and 2018. AMO delivers the Fund to all Ontario municipalities, except the City of Toronto, on a per-capita basis, without the need for an application or matching funding. The Fund is one of the only permanent, stable, and predictable sources of funding for municipal infrastructure.

AMO Contact: Judy Dezell, Gas Tax Implementation Project Manager, E-mail: jdezell@amo.on.ca, 416.971.9856 ext. 306.

PLEASE NOTE: AMO Breaking News will be broadcast to the member municipality's council, administrator, and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

OPT-OUT: If you wish to opt-out of these email communications from AMO please click [here](#).





January 12, 2015

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.: MSO019743.2014

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 October 1, 2014 through December 31, 2014.

The work undertaken during this period includes the following:

October 2014

- Telephone discussion with CAO/Clerk regarding concerns of Sam Young (Shelburne Golf) about flooding of the golf course as a result of beaver dams in the Adam McKibbin Drain;
- Site meeting and walkover with Sam Young and Craig Micks, Director of Public Works to examine problem;
- Coordinate trapping of beavers and removal of the beaver dams immediately in order to relieve the flooding;
- Further discussions with Mr. Young that additional dams exposed upstream;
- Coordinate additional dam removal with Contractor;
- Follow up discussion with trapper regarding progress in removing the beavers from the drain;
- Received Contractor's invoice for the Bradley-French Drain cleanout. Review and authorize invoice for payment and forward to Clerk;
- Complete nuisance beaver application for Side Road 15-16 road culvert blockage and forward to County for action;
- Notify utility of missed cable locate for proposed Stinson Drain cleanout;
- General discussion with trapper regarding progress on various sites;
- Request from Tiling Contractor regarding possible tile outlets into Dickson Drain and into Shier Drain. Forward respective drain information to them;

- Obtain utility locates for proposed Stinson Drain and McCue Drain cleanouts;
- On-site with Contractor at the Stinson Drain to commence cleanout work; and
- Inspections during cleanout of the Stinson Drain.

November 2014

- On-site with Contractor at the McCue Drain to commence cleanout work;
- Site meeting with John McDonald regarding marking tile outlets;
- Site meeting with Kevin Fluney regarding replacement of field crossing in Lot 10, Con. 4 NE;
- Inspections during cleanout of the McCue Drain;
- Set temporary benchmark for field crossing replacement and inspection during the replacement of the crossing;
- Request from County representative regarding notice from Malloy that road ditches need improvement along County Road No. 17. General discussion that Henry Drain and Hicks Drain provide outlets for improved private drainage and that any maintenance work of road ditches needs to be done by the road authority;
- On-site to Bradley-French Drain to check timing for leveling of excavated material including the harvesting of the bean crops;
- Received Contractor's invoices for the Stinson and McCue Drain cleanouts. Review and authorize invoices for payment and forward to Clerk;
- Complete "as constructed" drawings for McCue Drain cleanout showing the tile outlets exposed in the McDonald property after the completion of the cleanout operations; and
- Telephone discussion with CAO/Clerk regarding request for maintenance work on the Ballinger Drainage Works.

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 the grant application requires a six digit Application Reference Number and must be signed, by the Treasurer, and submitted before January 30, 2015 together with a record of our "work undertaken" for the year (copies enclosed April, July, October and January).

The grant amount will likely be reduced to \$20,352.00 which was the allocation requested and set by the Ministry for the 2014/15 fiscal year. We will request some additional funding from the Ministry due to the unanticipated work encountered throughout the year. We will keep you informed as to our discussions.

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

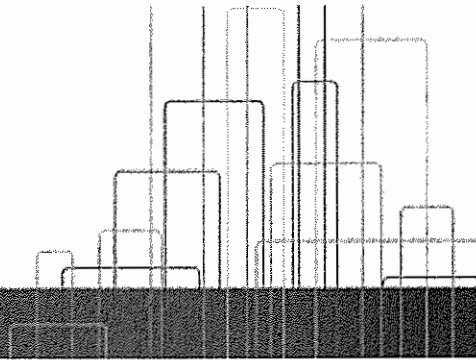
A handwritten signature in black ink, appearing to read 'T.M. Pridham'.

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

Enclosure(s) Invoice No. MSO019743.2014-4

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

019743.2014_DHolmes_ltr_150112.docx
13/01/2015 12:19 PM



Monday, January 19, 2015

Happy New Year!

2015 marks the third year in our 2013-2016 Strategic Plan, which is transformational for MPAC. To date, we've reduced costs and introduced efficiencies, saving nearly **\$10 million**. These savings are passed on to our municipal partners through our targeted four-year expenditure of an increase of less than 1% for 2013, 2014, 2015 and 2016.

Looking ahead, as we prepare for the 2016 Assessment Update, we continue delivering on our commitment to improve products and services to our stakeholders through professionalism, transparency and accountability.

We look forward to working with you, and welcome your feedback at any time.

Outreach in 2015

To support our 2015 outreach initiatives, we've prepared a new presentation and support materials. Some of topics available include:

- How we assess properties
- Preparations for the 2016 Assessment Update
- Appeals
- Assessment Growth
- Resolving assessment concerns
- Service Level Agreements

If you are interested in learning more, please contact your local Account Manager or Municipal Relations Representative. We look forward to providing an update on the work being undertaken at MPAC and welcome audiences of all sizes.

mpac.ca & YouTube

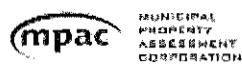
Early in 2015, MPAC will launch a new and improved mpac.ca. The new site will feature videos and more up-to-date information.

Wind Turbine Tower Regulation

O. Reg. 258/14 was signed on December 8, 2014 amending the current value prescribed for wind turbine towers under section 42.5 of O. Reg. 282/98 for the 2014-2016 taxation years. Previously prescribed at \$40,000 per megawatt (MW) of installed capacity of the generator attached to the tower, wind turbine towers will be valued at \$42,658/MW, \$43,542/MW and \$43,986/MW for 2014, 2015 and 2016 taxation respectively. Special Amended Notices (SANs) will be required to correct the assessed values of properties on which a wind turbine tower was assessed for 2014 and 2015 taxation.

Upcoming Events

February 22-25, 2015:
Rural Ontario Municipal Association (ROMA) and Ontario Good Roads Association (OGRA) in Toronto.

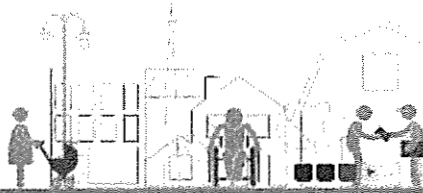

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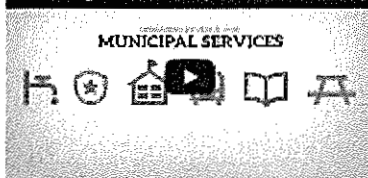
QUESTIONS ABOUT YOUR PROPERTY ASSESSMENT?

FIND ANSWERS >



VIDEOS

Assessing Residential Properties in Ontario



Video description: TSA

ABOUT US

MPAC is the largest assessment jurisdiction in North America, responsible for accurately assessing and distributing nearly five million properties in Ontario in compliance with the Assessment Act and regulations set by the Government of Ontario.

[READ MORE >](#)

LATEST NEWS

Looking forward to the 2015 OGRA/ROMA combined Conference: February 22-23 in Toronto

ABOUT MY PROPERTY™

Free and easy to use!
Learn how and why your property was assessed the way it was with aboutmyproperty.ca.
Plus, compare your property assessment with others in your neighbourhood.

TWITTER

[@PelicanDailyJan05](#)
Happy New Year to fellow group in @MPAC Ontario! Welcome 2015, and for great customer service in 2014! [JS](#)

[@TorontoStarJan05](#)
Team @HockeyCanada: "The fans helped us win the 2014 IIHF World Cup!" [JS](#)

Also new for 2015 is MPAC's YouTube channel.

Be sure to check out our newest video "Assessing residential properties in Ontario":
<https://www.youtube.com/watch?v=mDvIE0aLfJc>

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel. 416-585-7000
Fax 416-585-6470
www.ontario.ca/MAH

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. 416-585-7000
Téléc. 416-585-6470
www.ontario.ca/MAH



13-4377

Dear Head of Council:

I am pleased to provide you with the requirements for the 2014 Municipal Performance Measurement Program (MPMP) in the attached Designation. This program contributes to improved delivery of municipal services across Ontario by providing a standardized set of efficiency and effectiveness measures for key service areas.

Two significant changes to the MPMP have been made this year. First, the amount of data municipalities are required to report has been reduced significantly since some of the data previously reported is no longer relevant or now collected elsewhere. Second, since data reported for the MPMP by each municipality is publically available from the Ministry of Municipal Affairs and Housing, municipalities will now be able to determine which MPMP measures to report to the public. This will reduce a potentially redundant burden for municipalities to publicize data that is already available elsewhere. For the assistance of municipalities, reporting templates will continue to be provided by the ministry.

For the 2014 year, all municipalities are required to report their data to the ministry by May 31, 2015, by including the data in Schedule 80D of their Financial Information Return (FIR). This schedule replaces the previous MPMP list of measures in Schedules 90-95 of the FIR.

The MPMP is a tool for comparison of results, which can help start a dialogue and advance local government priorities of efficiency and effectiveness in service delivery and accountability to the public. All MPMP data submitted by municipalities are and will continue to be made available to the public online at: <http://csconramp.mah.gov.on.ca/fir/ViewSchedules.htm>. Multi-year MPMP reports by municipality are posted.

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FEB 05 2015

I invite municipalities to subscribe to the Municipal Information Data and Analysis System (MIDAS), AMO's web-based software tool for the municipal sector. Please email AMO directly at MIDASadmin@amo.on.ca to receive your MIDAS password.

The changes to the MPMP will help to reduce the reporting burden for municipalities. We will continue to work closely with the municipal sector to further modernize data collection and reporting tools.

Thank you for your ongoing work to achieve greater efficacy in providing public services through your participation in measuring and reporting municipal performance.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ted McMeekin', with a large, stylized flourish above it.

Ted McMeekin,
Minister

Attachments

c: Chief Administrative Officer
Municipal Treasurer/Clerk-Treasurer
MPMP Advisory Committee Members

Schedule for 2014 Reporting Year

DESIGNATION

MUNICIPAL PERFORMANCE MEASUREMENT

Information designated by the Minister under Section 299 of the *Municipal Act, 2001* (the “Act”)

PROVISION OF DESIGNATED MUNICIPAL INFORMATION

Performance measurement information

1. (1) A municipality shall in respect of each municipal fiscal year provide to the Minister the performance measurement information designated in Schedule 80D of the municipality's financial information return for the relevant municipal fiscal year (“Schedule 80D”). Schedule 80D forms part of this Designation.

(2) The information provided by a municipality under subsection (1) shall include performance measurement information for any local board of the municipality that provides a public utility, and any planning board, or transit commission of the municipality.

(3) This section does not require an entity described in clause (a), (b), (c) or (d) of subsection 299 (1) of the Act to provide performance measurement information directly to the Minister or to taxpayers.

Timing for provision and publication of information

2. A municipality shall provide the information required by section 1 to the Minister not later than five months after the last day of the fiscal year to which the information relates.

Financial information return

3. A municipality shall provide to the Minister the information required by section 1 by reporting that information in Schedule 80D and in any others schedules or lines in the

municipality's financial information return for the relevant municipal fiscal year that correspond to the service or function performance measurement categories designated in Schedule 80D.

Board or commission

4. (1) A board or commission of a municipality shall make available for review by a municipality any performance measurement information designated in Schedule 80D related to services or functions supplied in respect of the municipality by the board or commission in a fiscal year.

(2) In this subsection, "board or commission" means a local board that provides a public utility, a planning board, or transit commission.

Service or function not supplied

5. Despite section 1, if a municipality does not supply a service or function at any time in a fiscal year, the municipality is not required to provide or publish information related to that service or function designated in Schedule 80D for the fiscal year.

Definitions

6. In this Designation,

"Minister" means the Minister of Municipal Affairs and Housing;

"Ministry" means the Ministry of Municipal Affairs and Housing;

"supply" means supply pursuant to a statute, bylaw or resolution or an arrangement or agreement with any person or municipality, and "supplied" has a corresponding meaning.

In force

7. This Designation comes into force January 1, 2015 for the 2014 fiscal year.

Changes to the Municipal Performance Measurement Program (MPMP) for the 2014 Reporting Year – FAQs for Municipalities

Q. What changes are being made to the collection of data?

- A. Effective for the 2014 Financial Information Return (FIR), the following schedules will no longer exist:

PM90	PERFORMANCE MEASURES: MUNICIPAL INFORMATION
PM91	PERFORMANCE MEASURES: EFFICIENCY
PM92	PERFORMANCE MEASURES: EFFECTIVENESS
PM93	PERFORMANCE MEASURES: NOTES
PM94	PERFORMANCE MEASURES: QUESTIONS
PM95	PERFORMANCE MEASURES: CROSS BOUNDARY SERVICE

In their place, a new schedule, 80D: statistical data, will be provided to collect data needed to develop an established set of standardized performance measures. Submission of this schedule forms part of the FIR.

Q. Will municipalities still be required to report performance measures?

- A. No. There is no prescribed public reporting requirement. The ministry, however, encourages public reporting of performance measures. Municipalities will be able to determine what measures to report publically and whether to use the established MPMP measures or others they have developed. Municipalities are ultimately responsible for determining the measures that best communicate the efficiency and effectiveness of their service delivery.

At the same time, the ministry will make available public reporting templates and continue to provide multi-year reports for the MPMP measures based on data reported by municipalities.

Q. Why are these changes being made?

- A. The Minister's Letter to Heads of Council announcing the 2013 MPMP reporting requirements indicated that the ministry, working closely with the municipal sector, would be making adjustments to the administration of the MPMP.

The changes are based primarily on the following two factors:

- The need to streamline municipal report requirements. Only data demonstrated to be important to evidence-based decision making, and that is not available elsewhere using the same methodology, will be collected.
- The need to improve the level of completeness and accessibility of the data. Focusing on pertinent data points and not having schedules repopulated will simplify the collection process and better address data inconsistencies.

The performance measurement culture in the province has progressed. With improved information technology and a more open government, this simplified and streamlined approach is possible.

Q. What was the process leading to these the changes?

Changes have been established under the guidance of the MPMP Advisory Committee, which includes the following organizations:

- The Association of Municipalities of Ontario
- The Association of Municipal Clerks and Treasurers
- The Municipal Finance Officers' Association
- The Ontario Municipal Benchmarking Initiative
- The Ontario Good Roads Association

Municipal practitioners for municipalities across the province have also been involved. The committee met four times over the past year to discuss the changes. Technical working groups in the service areas were also engaged.

Both the ministry and the MPMP Advisory Committee are confident that the changes offer a more efficient way to collect the data. With a renewed focus on using the data, the process is also more effective. The changes will strengthen the knowledge of Ontario's municipalities through critical data support and will help to improve evidence-based policy-making.

Q. Will I still be able to access the data?

- A. Municipalities will be able to continue to mine FIR data through the Municipal Information and Data Analysis System (MIDAS). MIDAS is a free web-based tool operated by the Association of Municipalities of Ontario (AMO).

All of the data reported in the FIR and the MPMP will continue to be provided publically on the FIR website. At the same time, detailed instructions and edit rules to enhance accuracy and completeness of reported data will be maintained.

Q. How will the changes reduce municipal reporting requirements?

- A. The changes reduce the amount of data reported. Data for a total of 26 measures, or over 25 per cent of all MPMP measures, will no longer be collected as that data is either available elsewhere or is no longer relevant. At the same time, the instructions have been simplified and the data requirements are now fully integrated into the FIR. This avoids having to re-enter data and better enables the merging of financial data with new data streams. In addition, the questions related to cross boundary services and whether municipalities provide certain services are no longer required, as these were deemed redundant.

Q. What are the next steps?

- A. The FIR schedules for 2014 will be released before the end of January 2015. The ministry will continue to work with the municipal sector to improve the data collection process.

For more information, please contact your local municipal service office.



January 15, 2014

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

**Member
Municipalities**

Adjala-Tosorontio

Amaranth

Barrie

The Blue Mountains

Bradford-West Gwillimbury

Clearview

Collingwood

Essa

Grey Highlands

Innisfil

Melancthon

Mono

Mulmur

New Tecumseth

Oro-Medonte

Shelburne

Springwater

Wasaga Beach

**Watershed
Counties**

Dufferin

Grey

Simcoe

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 2014 year in accordance with the Municipal Act, Section 243(1).

Your council's appointee for the 2014 term to the Nottawasaga Valley Conservation Authority was Darren White.

The Authority held 14 Board of Directors meetings from January 1 to December 31, 2014.

The total number attended by your member was 9, plus 2 other business Authority meetings.

The total mileage expense paid was \$652.32 and the total per diem paid was \$884.62.

If you have any questions relating to the above, please do not hesitate to contact the undersigned at 705-424-1479 ext.228.

Sincerely,

Sheryl Flannagan
DIRECTOR, CORPORATE SERVICES
SF/ds

Member of



ONTARIO
Conservation
Natural Champions

www.nvca.on.ca

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY • Centre for Conservation

John Hix Conservation Administration Centre • Tiffin Conservation Area • 8195 8th Line • Utopia, On L0M 1T0

Telephone: 705.424.1479

Fax: 705.424.2115

Web: www.nvca.on.ca

Email: admin@nvca.on.ca



FEB 05 2015

Denise Holmes

From: Source Protection Funding (MOECC) <SourceProtectionFunding@ontario.ca>
Sent: January-20-15 8:47 AM
To: dholmes@melancthontownship.ca
Cc: Source Protection Funding (MOECC)
Subject: Melancthon: Approved SPMIF Collaboration Statement

We are pleased to advise that your collaboration statement has been approved.

You will be receiving your collaboration incentive payment of \$15,000 within the next 30 days.

Best regards,

Saira Bozin Ilisinovic
Partnership and Program Coordinator (A)
Ministry of the Environment and Climate Change
Source Protection Programs Branch – DWMD
40 St. Clair Avenue W 14th Floor
Toronto ON M4V 1M2
Phone: 416-314-0909
Email: Saira.Bozin-Ilisinovic@Ontario.ca

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From: sourceprotectionfunding@ontario.ca

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From: OGRA <communications@ogra.org>
Sent: January-21-15 9:58 PM
To: dholmes@melancthontownship.ca
Subject: OGRA Heads Up Alert - A Superior Court decision over Road Salt use sets a dangerous precedent for Ontario municipalities
Attachments: OGRA Heads Up Alert A Superior Court decision over Road Salt use sets a dangerous precedent for Ontario municipalities.pdf

OGRA Heads Up Alert - A Superior Court decision over Road Salt use sets a dangerous precedent for Ontario municipalities.

A Lambton County farmer has been awarded more than \$100,000 in damages in a potentially precedent-setting lawsuit involving a municipal government's use of road salt. A Brooke-Alvinston Farmer claims they have suffered crop losses leading to the depreciation in value of their 96-acre farm thanks to the County of Lambton's use of road salt.

The Ontario Superior Court of Justice ruled in favour of the Steadmans in Sarnia last Friday, awarding them a total of \$107,352 in damages. This includes \$56,700 for the depreciation in value of their property and \$45,000 for crop losses from 1998 to 2013.

OGRA President, Tom Bateman, County Engineer County of Essex said "municipalities need to apply salt to keep roads safe during inclement winter weather and this ruling sets a dangerous precedent for Ontario municipalities."

The decision was circulated to OGRA late Wednesday. "OGRA is gravely concerned and the Board will be considering a response at our upcoming meeting on January 23rd," said Joe Tiernay, OGRA Executive Director.

The mandate of the Ontario Good Roads Association is to represent the transportation and public works interests of municipalities through advocacy, consultation, training and the delivery of identified services.

www.ogra.org

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To: dholmes@melancthontownship.ca [Remove](#) this sender from my allow list
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CITATION: Steadman v. Corporation of the County of Lambton, 2015 ONSC 101
COURT FILE NO.: 5634/09 (Sarnia)
DATE: 20150116

ONTARIO

SUPERIOR COURT OF JUSTICE

BETWEEN:

Joseph Maxwell Steadman, Evelyn
Elizabeth Steadman

Plaintiffs

Robert B. Gray, for the Plaintiffs

– and –

The Corporation Of the County of Lambton

Defendant

Jennifer S. Stirton, for the Defendant

HEARD: April 22, 23, 24, 25, 28, 29, 30,
May 1, 2, June 4, 5 and 16 2014

REASONS FOR JUDGMENT

CAREY J:

Overview

- [1] The plaintiffs have brought an action in negligence and nuisance against the County of Lambton ("the County") for damage to the crops on their farm as a result of the defendant municipality's application of de-icing materials (road salt) during its winter road clearing operations. At trial, the claim in negligence has not been pursued. They allege that these materials contain sodium and chloride and that as a result of the road clearing of Nauvoo Rd. by the defendant, a private nuisance was created on the plaintiffs' land which has caused diminution of the value of the property and a stigma to them. They claim that the salting of the roads have caused the plaintiffs to suffer substantial and unreasonable interference with the use of their lands reducing their crop yields and burdening them with contaminated and hence stigmatized land, the value of which has been reduced.

- [2] The County relies on the social utility of the salting. They were required to maintain the roads by legislation and road salt is necessary to keep the roads safe for all, including the plaintiffs. They maintain that the plaintiffs have not proven causation between the salting of the road and the damage to the plaintiffs' crops. They contest the accuracy of the salt tests performed on behalf of the plaintiffs and suggest that the real culprit is poor drainage on the property. They assert that the plaintiffs have failed to mitigate their damages if they were caused by the defendant salting, as they took no steps to fence the property and restrict the wind's distribution of the salt, no steps to improve the drainage and could have used gypsum to mediate the effects of salt on their land. The damages claimed by the plaintiffs are disputed. They argue that the plaintiffs' crops had been reduced by salt damage is flawed. They further dispute that there has been any significant reduction in the value of the Steadman's property by reason of stigma.

Review of the Causation Evidence

- [3] Mr. Steadman and his wife have been married for approximately 43 years. He has been a full-time farmer for all of his adult life and his wife, Evelyn, is a retired nurse. They moved onto the subject property following their marriage and by 1979 had paid off the mortgage initially assumed in Mr. Steadman's father's name, and became the owners on title of the property.
- [4] Mr. Steadman gave evidence about the history of his farming operations over more than 40 years, including the ending of cattle raising and an overview of the topography and drainage of the property. He indicated that he first observed suspected crop damage in the mid to late 1990s and testified as to the steps he took to investigate and record his observations, as the damage spread easterly. He gave evidence of his successful adoption of a 'no till' approach to cultivation of his crops.
- [5] He reviewed salt test results and presented a large number of pictures, taken over several years, of his wheat and soya crops and the damage he observed. He attributes that damage to the road salt used by the municipality on the road adjacent to his property. He testified that the easterly spread of the salt damage was consistent with the prevailing winter winds.
- [6] He also had entered as evidence a video shown to the court, which was a compilation of videos taken of his property beginning in September 2007 through dates in 2008. It includes a date in December in which he recorded traffic on the partially snow covered road. It shows a passing truck that kicked up some snow that landed in the vicinity of the edge of the road and the beginning of his property.
- [7] The video further records on March 24, 2009, an area described as white and a damaged area around the ridge of the hay field. He records an area in the middle of the farm where he says the most damage was done and which he describes as "white with salt" where the video shows an area of white coloured ground. This video (Exhibit 6) continues with numerous dates in 2009. It includes his commentary which describes white areas as "salt" and includes comments that it has been tested by taste and that it tastes like salt.

- [8] He acknowledged that it was recommended to him that he apply gypsum in large amounts to his affected fields to neutralize any sodium or sodium chloride. He indicated he did not use gypsum because he did not wish to "deep till" his soil as recommended as he was concerned about the loss of topsoil. He felt the topsoil would not be much more than six inches deep. He was further concerned about tearing up drain tiles. He also indicated he would have to rent a deep tilling machine and tractors. He testified that most of the information he read about the use of gypsum indicated that irrigation would be necessary.
- [9] Mr. Steadman indicated that his farm was currently for sale, although he didn't particularly want to sell as he was in good health and still enjoying "his job". It was initially listed for \$1.3 million but, after a number of reductions, is currently listed for \$990,000. Since August 2013 he indicated it had been shown once. He understood that, at some point, he would be required to disclose any problems with salt on the property. He suggested the problems with the crops and his frustration over trying to resolve the problems, may have precipitated his decision to sell.
- [10] When he began to have problems he said he contacted Mr. Steiginga, the County roads manager, and showed him the soil sample results. Mr. Steiginga said he would contact the County insurers. There were subsequent phone discussions with Mr. Calhoun from the insurance company. He did not come for a visit or invite Mr. Steadman to his office. He indicated that on at least two occasions Mr. Calhoun said he had to talk to his principal before calling back and denying liability on behalf of the County.
- [11] He discussed his use on the farm of the "Round-up", an herbicide that kills weeds by shutting down their ability to produce chlorophyll.
- [12] He gave evidence about information he provided Mr. Crowenberg who subsequently made the calculations related to the losses claimed from 1998 to 2013.
- [13] In cross-examination he indicated that he owned 96 acres at this farm property site, with a maximum available planted tillable acreage being 80 acres including the 3 acre "diaper field" across Nauvoo Rd. He acknowledged that he once believed, as he said at his discovery, the tillable acreage to be 85 acres. The use of GPS technology revised his conclusion.
- [14] Mr. Steadman impressed as an honest and knowledgeable farmer who was not particularly enthusiastic about being enmeshed in litigation with the County. He left the impression that he reluctantly brought this lawsuit as a result of his frustration with the continued denial by the County and its insurer of any involvement or responsibility for the salt contamination of his property. He has not publicized his land's salt issues. His estimates as to his loss per acre of both wheat and soya beans in the affected areas were given in a straightforward way. The pictures he took and the videos Mr. Steadman made all were helpful in showing the extent of the damage to his crops that he attributed to the salt. I accept that he was honestly attempting to be as accurate as possible.

- [15] Sharon Byce has known Mr. Steadman for over 30 years. She is an avid gardener who lives in the Blue Point/Wyoming area of Lambton County. She had heard of Mr. Steadman's salt contamination issue and in the spring of 2010 she put together three pails of soil in which she planted soya beans. The first pail consisted of composted soil from her property, the second, uncontaminated soil from the Steadman property and the third, contaminated soil from the property. The soil from Mr. Steadman's farm was selected and brought to her by him. She cultivated the beans in each container with equal care of watering and sun. She exposed the pails to the southern exposure light and left them in the same place. No fertilizer was applied to the three containers. Her observations were related by her as well as pictures that she took of the progress. Her observations and photos provide a vivid illustration of the stark contrast between the first and second pails and the third pail of soya beans grown in the contaminated soil. I accept that she had no part in the selection of the soil and there are some limitations on the extent of the usefulness of her evidence. However, the photos and her observations were in my view effective demonstrative evidence of the effects of salt contaminated soil on soya bean growth.

The Expert Evidence

- [16] Michael Duchene is an environmental engineer with a master's degree of applied science and civil engineering who practises in the fields of hydrology, hydro-geology and contaminated site assessments and remediation. He gave evidence and filed an extensive report prepared by himself and his colleague Tiffany-Ann Svensson. Ms. Svensson has a master's of science degree in hydrology.
- [17] Mr. Duchene attended the Steadman farm in February 2013 and, in addition to his visual observations, took photographs that are included in his report. He concluded that the conditions he observed on the date of his visit to the site were "somewhat representative of conditions that would be encountered during a spring melt when the potential for salt laden runoff would be greatest." His report included an analysis of the wind data for the region, including a "wind rose" illustration and a review of the analytical data from the soil tests that Mr. Steadman had commissioned. He also reviewed the key findings in the report of Dr. Smythe. His responses effectively neutralized all of the significant conclusions Dr. Smythe made in his report for the defence. Mr. Duchene noted that the report from Peninsula Chemical Analysis Ltd. failed to reference "even one external document to support a statement."
- [18] Among Mr. Duchene's conclusions were that the "elevated concentrations of sodium and chloride measured in 126 soil samples" from the Steadman farm resulted from the "application of salt 'sodium and chloride' on the adjacent Nauvoo road and the transport of the salt on to the farm fields." He confirmed that the transmission of the sodium and chloride to the damaged areas adjacent to the road allowance was through airborne mist, wind and surface runoff. He attributed the transmission of the salt to the farm lands to poor roadside drainage as well as the location of a drainage culvert under Nauvoo Road south of the Steadman farmhouse.

[19] He concludes that:

Sodium and chloride that enters the shallow soils on the farm field will migrate downward over time. The rate of downward migration depends on several factors but overall there will be an additive effect from year to year. Excessive concentrations of sodium in the soil can result in breakdown of soil aggregates, decreased pore size and reduced permeability of the soil to air and water. This will reduce drainage and exacerbate the impacts.

WESA Final Report February 2013 (p. 6, para. 5).

- [20] He further concluded that the salt management plan for Lambton County (which recommends an application rate between 135 kilograms and 200 kilograms per two lane kilometre) is at the high range, as it is 54 percent greater than the recommended rates from the Ontario Ministry of Transportation. He comments that "it is possible that the County of Lambton is over applying road salt."
- [21] Jack Legge of SGS Laboratories (formerly Agri Food Laboratories) was called by the plaintiff to give evidence about the soil and plant tissue analysis that he conducted for Mr. Steadman. He gave knowledgeable and confident evidence about the critical effect of sodium chloride on Mr. Steadman's crops and how it would negatively affect the soil's ability to supply important nutrients to the crops.
- [22] Dr. Richard Smythe (Peninsula Chemical Analysis Ltd.) was qualified by the defence as an expert in analytical chemistry. His report was filed. It was his opinion that it was difficult to confirm where any salt in the Steadman fields came from because he did not know what salt was deposited from other means, including horses and cattle. His position was that it can't be assumed that the sodium and chloride in the land comes from the salt trucks' deposits over the period of winter maintenance because there was "no way to trace its history". He questioned the likelihood that salt from the road would travel airborne very far past the roadside. He suggested that the use of "Round-up" might have contributed to the salt content of the soil.
- [23] Mr. Rob Stelginga, the Lambton county roads manager, testified as to the attempts the County has made since 1997 to reduce the amount of salt used on their roads in winter. The County Salt Management Plan was filed. These efforts have been over time and appear to have been maximized around the time that this lawsuit was started. He was frank about past practices. He expressed "shock" at how much salt was being used in 1997. He acknowledged that some of the road salt operators were "old school" and slow to adopt some of the new standards and reduce the amount of salt. He said that since 2009 his drivers are all compliant with the new guidelines. He indicated new equipment was brought in more laterally. He suggested that there was a learning curve going on with the County but that the current use of salt is one half of the 1997 amount. He acknowledged that drainage is important but did not comment on the effect of salt on drainage. Despite

all the evidence of the County's efforts to reduce its salt use he indicated he was "not sure it is hazardous" and said it was not regarded as a contaminant.

Factual Findings

- [24] The case for causation was based on the evidence of Mr. Steadman and of the various witnesses from the local co-op. It was bolstered by the analysis of WESA and the evidence of its Mr. Michael Duchene. The report and the analysis done was thorough. The evidence given by Mr. Duchene was credible and supported by the soil analysis and a number of studies pertaining to the dispersal, spreading and infiltration of road salts into soils. In contrast, I had difficulties with the evidence of Dr. Smyth for the defence. He did not attend at the property and his expertise was as a chemist. He had no background in soils or as an agronomist. Much of his evidence as to the likely source of the sodium and chloride found in the plaintiffs' land, for example cows, horses, or natural deposits, was entirely speculative and bore little relation to the agricultural history of the Steadman property. Unlike Mr. Duchene whose conclusions referenced authoritative literature in the area of road salt use and winter road maintenance, his statements were not supported by other studies. There was no study to support the comment that "Round-up" use throughout the farm property could have led to elevated salt levels.
- [25] I have concluded on all of the evidence that the pattern of salt dispersal on the Steadman farm is consistent with the plaintiff's engineering opinion that the higher levels of salt contamination are found closest to the road. The only reasonable, logical inference is that the salt is coming from spray and off the road itself.
- [26] I have been persuaded by the plaintiffs on the balance of probabilities that the dispersion of road salt by the defendant along a portion of their property that bordered with Nauvoo Road was the cause of damage from about 1999 to the present, to their land and to their soya and wheat crops.

The Law Relating to Nuisance

- [27] In Allen Linden & Bruce Feldthusen's *Canadian Tort Law*, 9th ed. (Canada: LexisNexis, 2011) at 578-579, the authors write of private nuisance:

Private nuisance may be defined as an unreasonable interference with the use and enjoyment of land. This may come about by physical damage to the land, interference with the exercise of an easement, or with mineral rights *profit à prendre* or other similar right, or injury to the health, comfort or convenience of the occupier. In short, it is an environmental tort. The use of the term "unreasonable" indicates that the interference must be such as would not be tolerated by the ordinary occupier. The court need not, therefore, be concerned with the effect of the defendant's conduct on any other members of the community, other than the occupier.

- [28] The leading case in Ontario considering whether the application of salt upon a farmer's property constitutes a nuisance remains *Schenck v. The Queen*; *Rokeby v. The Queen* (1981), 34 O.R. (2d) 595, 131 D.L.R. (3d) 310 (High Ct.), aff'd (1984), 49 O.R. (2d) 556, 15 D.L.R. (4th) 320 (ONCA), aff'd [1987] 2 S.C.R. 289 (SCC).
- [29] Robins J. (as he then was) found in that case that the properties contamination by salt spray originating from the QEW in one case, and Highway No. 73 in the other, was proven on the balance of probabilities:

This is the only conclusion that can be reached on any reasonable balance of probabilities and has long been manifest. The government, from its own files, must be taken as having known, probably from the mid-1960s, certainly the early 1970's that salt operated as a contaminate affecting growth and production of peach and apple trees and that the continued heavy application of salt to the QEW and Highway No. 73 would inevitably impair the plaintiffs' trees and cause significant economic harm.

- [30] In that case, the learned trial judge found that the suggestion by the defendant government that the damage was caused by diesel fumes, exhaust gases or the like was not supported by the evidence.
- [31] At para. 27, in addressing the balancing of interests that must be done in an environmental nuisance case, Robins J. said as follows:

I do not agree that the plaintiffs' property interests may be infringed with impunity. Giving full recognition to the importance of proper highway maintenance to the public at large, in my opinion the plaintiffs are entitled to vindication in damages against the continuing intrusion on their lands. The interference with the use and enjoyment in the present circumstances is sufficiently peculiar, sufficiently direct and of sufficient magnitude to support an action for nuisance. On a balancing of the conflicting interests appropriate to this department of the law, it would be unreasonable to compel these plaintiffs to continue to suffer this interference for an indeterminate time, as the government would have it, without compensation. In reality, their injury is a cost of highway maintenance and the harm suffered by them is greater than they should be required to bear in the circumstances, at least without compensation. Fairness between the citizen and the state demands that the burden imposed be borne by the public generally and not by the plaintiff fruit farmers alone.

- [32] The defendants have argued that the law as stated in *Schenck* is dated and the case should not be followed. I disagree. The case was upheld on appeal to the Ontario Court of Appeal and the Supreme Court of Canada with both courts adopting the trial judge's reasons. Those reasons remain persuasive and have been quoted with approval

subsequently in the Ontario Court of Appeal and the Supreme Court of Canada, most recently in *Antrim Truck Centre Ltd. v. Ontario (Ministry of Transportation)*, 2013 SCC 13, 355 D.L.R. (4th) 666. It is also cited in Jamie Benidickson, *Environmental Law*, 3d ed. (Toronto: Irwin Law, 2009) at p. 102.

- [33] Neither the social utility of the conduct or lack of negligence on the defendant's part will excuse liability. As stated in G.H.L. Fridman, Q.C., *The Law of Torts in Canada*, 3rd ed. (Toronto: Thomson Reuters, 2010) at pg. 152: "This liability is strict. That is to say, it is independent of the manner in which it occurs or is caused. Once damage is shown, the plaintiff may also be able to recover for loss of the use of his property, inconvenience and even the insult he incurred as a result of the defendant's conduct."
- [34] The issue in a nuisance suit is whether there is substantial interference with plaintiff's reasonable use of his land: see *Environmental Law*, quoting J.P.S. McLaren, "Annotation" (1976) 1 C.C.L.T. 29, at p.101:

[I]t is the impact of the defendant's activity on the plaintiff's interest which is the focus of attention and not the nature of the defendant's conduct. The interference must be unreasonable in the sense that the plaintiff should not be required to suffer it, not that the defendant failed to take appropriate care. By the same token, if the level of interference is unreasonable, it is irrelevant that the defendant was taking all possible care. Furthermore, it makes no difference that in his mind he was making reasonable use of his land, or that his operation was beneficial to the community. The plaintiff satisfies the substantive requirement of the tort if he can point to tangible damage resulting from the defendant's activity or a significant degree of discomfort or inconvenience.

Application of Law to Facts

- [35] Here I conclude that the damage caused by the salt to the Steadman farm was a significant harm which amounted to unreasonable interference with the plaintiffs' property for which they are entitled to be compensated.
- [36] I have concluded that approximately 15 percent of the plaintiffs' farm was significantly damaged by the road salt. I accept as persuasive the evidence given by the plaintiff and his witnesses as to the calculation of the damages to the crop.

Review of Damages Evidence

- [37] The plaintiffs seek damages under three headings:
- i) Crop losses from the years 1998 to 2013;
 - ii) The costs of soil and plant tissue analysis;

- iii) The diminished value of their farm as a consequence of salt contamination and the stigma associated with that contamination.

Damages were claimed but no evidence called in respect of the cost of remediating the salt contamination on the Steadman farm. The claim was not pursued at trial.

i) Crop losses: 1998 to 2013

- [38] In the course of the trial I ruled that Mr. John Couwenberg, a certified crop specialist with Growmark could give evidence of calculations that he made based on his review of the grain delivery receipts. He made calculations to determine the amount of dry bushels of soy beans and wheat. He was offered, not as an expert, to put forward calculations he made based on information provided to him by Mr. Steadman. His evidence consisted of mathematical calculations that he made based on the information he was provided. I ruled that his evidence was not in the nature of expert evidence and that the objections of the defence would go to the weight that I put on his evidence given the origin of the facts and assumptions that his calculations were based on.
- [39] I have concluded his comparisons between the other farms tilled by Mr. Steadman that were not at his home location were appropriately received in evidence as the farms were of similar soil types, were farmed with similar tillage and planted with similar types of grain. These farms were not affected by the road salt contamination. He assumed that the "target yields" for wheat and soya crop were not achieved on the home farm because of the road salt contamination.
- [40] The defence called Sean Colville who gave evidence about the condition of Mr. Steadman's soil and the size of tillable acres of his farm and also critiqued Mr. Couwenberg's calculations. He concluded from reviewing aerial photos of the farm that the areas of low productivity that were allegedly contaminated by salt were areas with poor drainage. He did not comment on any connection between salt contamination and poor drainage.
- [41] I prefer the evidence of Mr. Couwenberg and Mr. Steadman. Mr. Couwenberg corrected some of his calculations when giving evidence and reduced his figures accordingly. I prefer Mr. Steadman's evidence about his farm and its size and condition. I accept his knowledge about the soil conditions on the other properties that he farmed. Mr. Colville came to his conclusions by reviewing aerial photographs and did not visit the farm. I prefer Mr. Steadman's intimate knowledge of the condition and drainage of his fields over Mr. Colville's paper analysis. I do not accept that a proper assessment of the farm fields can be done accurately by looking at photographs without a first-hand review of the soil conditions and the contours of the property. He criticised the plaintiffs' evidence for assuming that productivity of the lands compared would be similar absent any salt contamination. He did no analysis that would contradict Mr. Steadman's evidence that the soil conditions and his farming methods were similar on the properties farmed. I accept Mr. Steadman's evidence as honestly given and based on first-hand knowledge of all of the farms he cultivated.

- [42] I accept Mr. Couwenberg's calculations. An appropriate figure for the total crop loss from 1998 to 2013 is \$45,000.

ii) Costs of Soil and Tissue Analysis

- [43] The submitted receipts for the soil tests and tissue analysis were not disputed and are accepted by the court in the amount of \$5,652. I accept these as necessary expenses incurred by the plaintiffs in investigating and confirming the salt contamination as opposed to litigation costs; see *Nor-Video Services Ltd. v. Ontario Hydro* (1978), 19 O.R. (2d) 107, 84 D.L.R. (3d) 221.

iii) Diminished Value of the Farm

Expert Appraisal Evidence

- [44] The plaintiffs relied on Larry Rosevear and Dan Laven's (Valco) evidence, appraisal and report while the defendant produced Mr. Les Otto's (Otto and Company) calculations and evidence and his accompanying appraisal report.
- [45] The first Valco appraisal puts the value of the Steadman farm at \$920,000 excluding the 3 acre diaper field. A subsequent appraisal of the 3 acre site concluded its value was \$65,000. The first Otto appraisal of December 17, 2012 assessed the property at \$975,000 excluding the approximate 3 acre site. The subsequent Otto report of April 2014 confirmed the main farm (92.09 acres) at \$975,000 with the diaper field (3.08 acres) assessed at \$45,000. The major difference was in the calculation of the stigma effect of the salt contamination on the property.
- [46] At p. 59 of the first Valco report (December 17, 2012) the authors Larry Rosevear and Dan Laven state:

In real estate a stigmatised property is a property which buyers or tenants may shun for reasons that are unrelated to its physical condition or features. Types of stigma could include a property or area that have a reputation, positive or negative that impacts its marketability. Stigma is the effect that lingers on after the cure.

- [47] The authors conclude with the following valuation analysis:

In estimating the 'As Is' Current Market Value as Contaminated, with a Highest and Best Use as a continuation for its use as a cash crop farm the following is considered.

Based on information received and reviewed, the assumption has been made that there would be remediation efforts made by the County of Lambton, to stop future road salt applications from spreading onto the subject lands. No attempt has been made by the authors of this report to determine what this may be or at what cost. It is not known whether planting a dense row of some type of evergreen trees along the road would

alleviate the problem or not. Theoretically the damaged soil could be removed and replaced but the cost would probably be prohibitive and even if were to be done the on-going winter road salting activities would still be prevalent. However, if future information provides that remedial methods would not be practicable, then a review of the final value reported herein would be required.

In recapping considerations that may impact its value are as follows:

- possibility of a stigma being attached to the property;
- possible difficulty in obtaining insurance (building or liability);
- possible difficulties in obtaining financing;
- the likelihood that the contaminated acreage will become larger even if remedial efforts are completed.

These factors above could have impact on the value of the subject property. In most instances in the Illustrations, the impaired value was a blend of numerous factors. Therefore, my conclusions do not isolate each particular impact concern but were based on a blended impact.

Having analyzed and considered the various illustrations as presented in this report, it is concluded that a negative impact on value would be in the order of 15% to 25%. For purposes of this report 20% has been selected. Based on a 'clean site' value of \$920,000, the diminution in value would be \$184,000.

[48] Mr. Otto, in assessing the current market value of the Steadman farm notes at p. 8 of his first report that in the immediate district "economic growth has been modest, with little or no increase in the population over the past 5 to 8 years. Many farms are consolidating into larger units, and the rural districts have experienced the slight decline in population."

[49] When Mr. Otto looked at recent sales of farm properties in the immediate area of the Steadman farm he found prices in a "range of \$5,955 to \$7,864 per acre (incl. buildings)", but notes:

Market research did not reveal any sales with *unique calibre of characteristics* as the subject, and all of the data was regarded to be inferior to various degrees. Consequently, the concluded adjusted pricing developed a range above the data, between \$10,000 to \$10,800 per acre (incl. buildings). (Page 37.) [Emphasis added.]

- [50] Mr. Otto approaches what he calls the "estimate of loss in value" from a different perspective than Messrs. Rosevear and Laven. At p. 41 of the October 1, 2013 report he says:

The reader will immediately appreciate that as the percentage of lands utilized for crops, versus that utilized for pasture or marginal lands (non-income generating), the price per acre declines. In the case of the subject, the 15 acres assumed to be contaminated, would be relegated to a more marginal status until it could be remediated; and, the inherent price per acre would be more towards \$4,000 to \$4,500 per acre, than the previously estimated rate of \$7,000 per acre (as if vacant), for good quality farm land.

- [51] Based on that assumption he concludes that the difference between 15 acres at \$7,000 per acre (\$105,000) and 15 acres at \$4,500 per acre (\$67,500) equals the loss in value by salt contamination to the Steadman farm. That is \$37,500 (or a 35 percent reduction). He concludes:

There is no material or quantifiable loss or diminution of value to the balance of the subject farm, as those lands are not apparently impacted by reduced crop production. Also, the subject has no substantial farm buildings that base their existence on a minimum land base. Consequently, the foregoing calculated amount pertains only to the 15 acres, and there is no further value or loss considerations required for the balance of the owner's lands and buildings.

- [52] On p. 42, he explains his rationale for this conclusion:

Knowledgeable buyers in the rural farm marketplace, understand the impact and the potentials for remediation, and form their pricing opinions accordingly, when considering a purchase of this type of property. However, a prudent farmer will also be cognizant that remediation is possible, and that the impact of the salt stray is not a sterilization of lands, nor permanent issue or stigma that limits the use of these lands. Consequently, the estimated pricing difference is more closely related to the reduced crop production, and its relationship to the inherent value of the 15 acres as more marginal land, such as pasture, low-yield crop lands, or say wood-lot.

- [53] Clearly the experts differ in their approach on the impact the salt contamination would have on a perspective buyer of the property. Mr. Otto states that a prudent farmer will know that the property can be remediated and is not sterilised and that the impact of the salt is not a permanent issue or a stigma that limits the use of the lands. I accept that conclusion. The Valco report relies on a list of assumptions, possibilities and likelihoods that all amount to speculation. There is no factual foundation for his conclusion that the entire property's value be reduced by a set percentage (15%-25%).

- [54] I find that the preferable calculation method for the diminution of this property's value is that used by Mr. Otto. I do not, however, accept his starting point for the diminished value of the land. Rather than use the average acreage price (\$10,000 - \$10,800) for the Steadman farm as a whole, he starts with a discounted value as vacant and then applies a formula to discount the land because of the salt contamination. In my view, by distinguishing the damaged acreage value from the overall value per acre of the farm, Mr. Otto has ignored the reality that this is one farm and likely to be sold as such. His starting point for valuing the diminution thus already diminishes the value of the salt damaged property.
- [55] I prefer Mr. Otto's opinion that there be a reduction of the value of the salt contaminated 15 acres but would begin the reduction with the average per acreage price at \$10,800. Extracting a 35 percent reduction, the diminution would be \$3,780 per acre, for a total of \$56,700 (15 x \$3,780).

Application of the Law to the Damage Evidence

i) Mitigation

- [56] As set out in Jamie Cassels & Elizabeth Adjin-Tetty, *Remedies: The Law of Damages*, 3rd ed. (Toronto: Irwin Law, 2014) at p. 430:

The objective of the rule of mitigation is to give the plaintiff an incentive to take steps to minimize the total costs of the tort or breach of contract, and to avoid unduly burdening the defendant with avoidable losses. The plaintiff is disbarred from recovering losses that could *reasonably* be avoided. What is reasonable is a question of fact, not law, and the burden of proof is upon the defendant to demonstrate that the plaintiff could reasonably have avoided a loss or was unreasonable in her conduct.

- [57] The defendant County argues that if the road salt was the cause of the damage to the plaintiffs' crop and property, that the plaintiffs had a positive duty to take steps to reduce the effects of the damage. These steps include: a) digging irrigation ditches; b) erecting fencing to stop the wind from carrying the salt across the fields; and c) tilling gypsum into their soil.
- [58] The digging of ditches has historically been the municipality's responsibility. It is expensive and requires engineering expertise and equipment that the plaintiffs cannot be expected to have. Further, the construction of ditches would have had to have been based on knowledge of factors beyond the control of the plaintiffs including the amount and patterns of distribution of the road salt.
- [59] Similarly, the erection of snow fencing would only be effective if it was coordinated with the County road maintenance department in terms of the distribution patterns of the County use of the road salt. It is clear from Mr. Steiginga's evidence that the use and distribution of the salt was very much a decision of the individual operators at the time and varied from application to application.

[60] To accept the County's submission regarding the plaintiffs' duty to consider crop rotation or applying gypsum into the soil would, in my view, impose an unreasonable burden upon the plaintiffs. The County was applying a contaminant on a basis and a pattern known only to them. They continued to use the salt based de-icing and when confronted by the plaintiffs' complaints, denied responsibility for any damage to the plaintiffs' crops and property. Subsequently, any efforts of the plaintiffs to reduce the harm to their property would, in my view, have been futile and ineffective as long as the County continued its pattern of use and distribution of the road salt. The County was clearly aware of the toxicity of the salt to vegetation and were making efforts through their salt management plan to reduce their reliance on it. None of this was conveyed or communicated to the plaintiffs who would have no expectation that any efforts or changes on their property would not be undone by the application of the salt the following winter.

[61] The defendant has not persuaded me that there has been any failure to mitigate the damage caused by the defendant's use of the road salt on the Nauvoo Road adjacent to the plaintiff's property. The contamination could not have been reasonably avoided by the plaintiffs.

ii) Stigma

[62] Although not referred to by either counsel in argument, the seminal case on stigma in Ontario is the decision in *Tridan Developments Ltd. v. Shell Canada Products Ltd.* (2002), 57 O.R. (3d) 503, 154 O.A.C. 1 (C.A.). In this case, involving a gasoline spill from a service station onto an adjacent property in Ottawa, the trial judge had found that there would be a \$350,000 reduction in the value of the property due to the stigma associated with the contamination even after the property was restored "to a pristine condition". The appeal court concluded in disallowing the stigma damage that "... there is no support for the trial judge's conclusion that there is a residual reduction of value in a pristine site caused by the knowledge that it was once polluted."

[63] The *Tridan* case is important for the fact that a Canadian appellate court recognized that there may be a calculation of a reduction in a property's value based on the concept of stigma attaching to it, notwithstanding that the court disallowed stigma damages in that case.

[64] The ramifications of the *Tridan* decision were discussed in a paper written for *The Advocates' Society Journal* by Katherine M. van Rensberg (prior to her appointment to the Superior Court of Justice and subsequently to the Ontario Court of Appeal) entitled: "Deconstructing Tridan: A litigator's perspective", (Spring 2006) 24 *Advocates' Soc. J.* No. 4, 16-27. The author reviews the common law principles concerning measuring damages for contaminated property and challenges for assessing damages for environmental harm. This case comment reviews aspects of the trial and appellate decisions in *Tridan* including the debate about the availability and measure of stigma damages, and "... the ability of the courts (and their reluctance in *Tridan*) to fashion creative remedies that do justice to the parties and to the public interest."

[65] The author concludes that the Court of Appeal ruling:

[S]uggests that claims for stigma damages will have to be based on *compelling and persuasive expert evidence* and that the courts may greet such claims with skepticism, especially in the absence of evidence of residual contamination at the property. Finally, the recognition of stigma as a head of damages must recognize that contaminated lands carry risk and liability, as well as post-remediation value. (p. 15) [Emphasis added.]

[66] While cases involving oil contamination to commercial or residential properties are decidedly different from the case here of salt damage to a farmer's field and crops (where there has been no plan or request for remediation), the case and the case comment are instructive. Subsequent to *Tridan*, the principles set out in the trial court decision and confirmed in the Court of Appeal were followed in *618369 Alberta Ltd. v. Canadian Turbo (1993) Inc.*, 2004 ABQB 283, [2004] A.J. No. 480, an Alberta trial decision. In that case, also involving contamination of property by leakage from a service station, the court awarded \$20,000 in damages for diminution of the plaintiff's land despite the fact that the defendants had paid the cost of remediation. It also assessed damages for loss of profits during a period of time when the plaintiff was deprived of the ability to move or use the land to secure financing.

[67] More recently, in Ontario, Pattillo J. reviewed the law of stigma application in *McClean v. Manorgate Estates Inc.*, 2010 ONSC 949, 88 C.L.R. (3d) 237. That case involved the defendants damaging the foundation of the plaintiffs' home while excavating to build on the adjacent property. While the trial judge rejected the plaintiffs' evidence as to the value by which the property had diminished, he awarded the plaintiffs a "nominal amount of \$25,000" on the basis that the plaintiffs' house "will not be completely restored to the way it was before the damage occurred resulting in some minor diminution in the value of the Property."

[68] It must be remembered that this farm is in a small rural community where word of Mr. Steadman's difficulty with the road salt has no doubt spread. A lawsuit has, according to the evidence, never been brought against the County for road salt damage to crops. It would not be surprising that the facts of this case and the findings here would become well known in the community. I accept that any real estate broker would be ethically bound to disclose the salt contamination. The question, of course, is what effect would this knowledge have on the market?

[69] The case law contains no comparable cases for stigma damages arising from reversible damages to annual crops. The damages in the road salt cases of *Schenck* and *Rokeby* (see para. 28) were for the damage to and replacement costs associated with the plaintiff's fruit orchards. The concept of stigma was not raised in those cases.

[70] After reviewing the stigma adjustment factors set out on pages 58-59 of the Valco report, including difficulties in obtaining insurance, building permits and financing, I have

concluded that none of them apply in this case. The salt contamination poses no human safety concern. I do accept that currently the highest and best use of the property is cash crop farming. It is not clear to me that given the trend noted by Mr. Otto (which I accept) that many farms are consolidating into larger units, that the continued unsevered use of the farm house and its other assorted out buildings is a likelihood. The value of the home and the assorted out buildings are unaffected directly by the salt's effect on a portion of the farm. I have also taken into account that the "diaper field" parcel of approximately three acres on the other side of Nauvoo Rd. is severable and that its highest and best use as either a residential site or continued agricultural site is unaffected by the salt.

- [71] I conclude that, on the evidence in this case, the plaintiff has not satisfied me that there should be a separate damage award for stigma. On the definition of stigma found in the Valco report (para. 46) as there has been no "cure" there is no method to measure the lingering effect.

iii) Diminution of Value

- [72] I find it is reasonable to conclude that a potential purchaser would see the farm as a whole as less desirable even if their intention was to apply for a severance of the arable farm land from the residence and its buildings or to rent out the farm to another farmer. Either scenario is likely to require some additional expenditure of money or labour in comparison to a similar property where no salt damage has been identified. It is common sense that those cost calculations would reduce the property's value to prospective purchasers.
- [73] The conundrum around the appropriate assessing of damages in nuisance cases was addressed by Robins J. in *Nor-Video Services Ltd.* at p. 15:

The difficulty in deciding between diminution in value and cost of reinstatement arises from the fact that the plaintiff may want his property in the same state as before the commission of the tort but the amount required to effect this may be substantially greater than the amount by which the value of the property has been diminished. The test which appears to be the appropriate one is the reasonableness of the plaintiff's desire to reinstate the property; this will be judged in part by the advantages to him of reinstatement in relation to the extra cost to the defendant in having to pay damages for reinstatement rather than damages calculated by the diminution in value of the land.

- [74] Quantifying the diminution of value to a potential purchaser is the appropriate manner to calculate those damages beyond the damage to the Steadmans' crops. For a number of reasons neither side has attempted remediation or explored the costs of remediation of this property. For reasons that I reviewed when evaluating mitigation, I have concluded that the County is in the best position to determine and bring about remediation of the road salt contamination to the Steadman's property and measures to reduce or eliminate

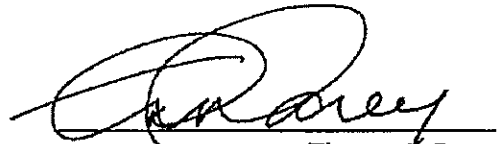
further damage. I would think it reasonable to conclude that their failure to do so could have further ramifications.

Conclusion

[75] I find that the following damages have been made out:

- i) Crop losses from the years 1998 to 2013: \$45,000;
- ii) The costs of soil and plant tissue analysis, DNA multiscans and soya testing: \$5,652 as necessary to the investigation of the claim;
- iii) \$56,700 for diminution of value of property.

[76] If the parties cannot agree to costs, I will receive the plaintiffs' written submissions within 15 days and defendant's within 15 days thereafter.


Thomas J. Carey
Justice

Released: January 16, 2015

CITATION: Steadman v. Corporation of the County of Lambton, 2015 ONSC 101
COURT FILE NO.: 5634/09 (Sarnia)
DATE: 20150116

ONTARIO

SUPERIOR COURT OF JUSTICE

BETWEEN:

Joseph Maxwell Steadman, Evelyn Elizabeth Steadman

Plaintiffs

– and –

The Corporation Of the County of Lambton

Defendant

REASONS FOR JUDGMENT

Carey J.

Released: January 16, 2015



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keeping members informed.

January 23, 2015

OGRA Board Approves multi-prong Approach in Response to the Superior Court Ruling in Steadman v. Corporation of the County of Lambton

The Ontario Good Roads Association held their regularly scheduled Board meeting in Toronto on January 23, 2015. Top on the agenda was the recent Superior Court ruling in the matter of Steadman v. County of Lambton. As stated in the previous press release the OGRA Board is very concerned about the precedent setting nature of this decision. "There are thousands of kilometres of highways maintained by municipalities and the Ontario Ministry of Transportation that abut farmland" said Tom Bateman, OGRA President and County Engineer, County of Essex. "The potential cost to municipalities is staggering" he said.

Joe Tiernay, Executive Director stated "this is basically a damned if you do and damned if you don't situation for Ontario municipalities. The same judges that are ruling in favour of plaintiffs claiming that municipalities are not doing enough to keep the roads safe in winter are now ruling that we are doing too much." He went on to say that "municipalities have a statutory duty to keep the roads safe. They cannot carry out those duties while at the same time being concerned that an abutting property owner will sue for damage to crops or ornamental bushes and trees"

The Board of Directors has approved a multi-prong response to the ruling.

Step one will be to petition the Ontario Minister of Municipal Affairs and Housing to amend the Municipal Act to provide municipalities protection from nuisance claims in connection with the escape of road salt or de-icing materials from a highway or bridge.

Step two will be to work with the County of Lambton and their insurers to determine if there are grounds to file an appeal against the Superior Court ruling. If so OGRA will file a request to obtain intervener status in future proceedings.

Since the MTO is also affected by this ruling, step three will be enter into discussions with Ministry staff to ensure that both the Province and municipalities are protected from similar claims.

OGRA will keep members informed as this matter progresses. The mandate of the Ontario Good Roads Association is to represent the transportation and public works interests of municipalities through advocacy, consultation, training and the delivery of identified services.

All details are posted on the OGRA website at www.ogra.org.

Ontario Good Roads Association

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

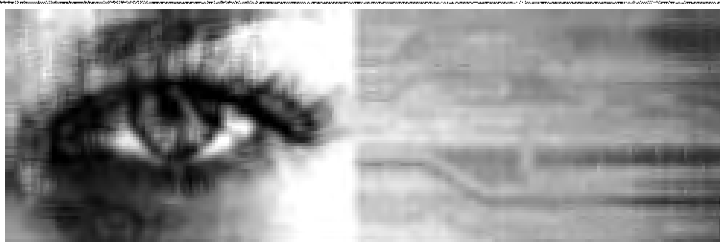
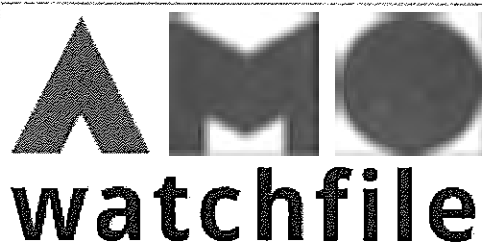
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January 22, 2015

In This Issue

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- Province providing wage enhancement for ECEs.
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- Got an AMP? What are you doing with it?
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- What's on your training calendar?
- Start saving money and implementing your Energy Plan with LAS workshops.
- An Invasive Plant Management Strategy for Ontario municipalities.
- Career opportunities with Peel and Warwick.

Provincial Matters

The Ontario Superior Court of Justice has awarded more than \$100,000 in damages (depreciation of property value and crops losses from 1998 to 2013) in a potentially precedent-setting lawsuit involving a municipal government's use of road salt. A farmer in Brooke-Alvinston (Lambton County) sued for crop losses leading to the depreciation in value of the farm due to the County's use of road salt. Municipal governments must maintain roads to manage the safety of the travelling public and work within regulated maintenance standards for inclement weather situations. AMO understands that OGRA is considering next steps given its lead on the technical elements of safety standards and practices.



The Ministry of Municipal Affairs and Housing is seeking input on the Ontario Disaster Relief Assistance Program (ODRAP). Submissions are due by March 4, 2015. Find out more on the Ministry's [website](#).

Starting this month and after consultations with the municipal sector, Ontario is implementing a wage increase of \$1 per hour for eligible Early Childhood Educators (ECEs) in the licensed child care sector. The initiative is designed to help operators recruit and retain highly skilled child care professionals.

The Ministry of Environment and Climate Change has granted a review of Regulation 903 (wells) under the EBR. To kick off the review, the ministry is hosting a webinar on January 28 and one on January 30. To sign up, interested municipalities should contact Silvia Ciobotaru. If municipalities are providing input to the ministry through the review and any subsequent consultations, please copy [Craig Reid](#), AMO staff, on your response.

Eye on AMO/LAS Events

2015 AMO Conference Registration is now open. Download the registration form today, learn about the study tours and take advantage of the early bird registration rates for the AMO AGM & Annual Conference. See you in Niagara Falls, August 16-19, 2015.

Got an AMP (Asset Management Plan)? What are you doing with it? Need a plan on how to use your plan? Join LAS and MFOA at the 2015 Asset Management Symposium (Mar 24 & 25, Markham) as we help municipalities understand the next steps in the asset management process. Don't get left behind, register today!

What is land use planning? Why do municipalities need to plan? AMO presents a new online self-

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directed course in Land Use Planning. Log-in to the AMO [online portal](#) and become familiarized with the basics of land use planning today!

What's on your training calendar? As an elected official you face a number of unique challenges - and you have to continue to expand your knowledge and skills and stay current. AMO's training programs can help you with that. Have you registered for AMO's [Councillor Training 101](#) or [Personal Responsibilities](#) yet? Learn more about what each course covers and how it can help you.

LAS

Contact us today to have LAS' energy experts come to your municipality to offer a [workshop](#) for staff and elected officials interested in saving energy at work and at home.

Municipal Wire*

Invasive plants are causing significant impacts to Ontario's natural environment, economy and society. Municipalities are central to the fight against them. Join the Ontario Invasive Plant Council for a [half day workshop](#) on February 12.

Careers

[Senior Financial Analyst - Region of Peel](#). System ID 2015-4911. Posting End Date: January 29, 2015. If this opportunity matches your qualifications and experience, please [apply online](#).

[Administrator/Treasurer - Township of Warwick](#). Qualified applicants are asked to submit their application by Friday, February 6, 2015 to Fred Galloway, F.J. Galloway Associates Inc., 203-350 Oxford Street West, London, ON N6H 1T3. Tel: 519.641.1325 or email: figalloway@sympatico.ca.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

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**Ministry of Municipal Affairs and Housing**

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Ontario Disaster Relief Assistance Program Review

The Government of Ontario is reviewing the Ontario Disaster Relief Assistance Program (ODRAP) to help ensure that it is delivered effectively and remains responsive to the needs of the communities it serves.

The province provides assistance through ODRAP when the impacts of a natural disaster are beyond the capacity of a municipality or local community to manage. ODRAP is comprised of two separate components: a public component for municipalities and a private component for individuals, small businesses, farmers and non-profit organizations.

Climate change has led to an increase in extreme weather events, and we recognize that updates to program design and criteria may be needed to better respond to changing conditions in our province.

Detailed information about ODRAP is available in the [program guidelines](#).

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- The private component of ODRAP (including program administration and eligibility)
- The public component of ODRAP (including the claims submission process)
- Program conclusion and audit processes

Please note that, while we are interested in hearing your views, this consultation will not discuss or consider specific issues related to [Ice Storm Assistance Program](#) claims.

Have your say

There are several ways you can submit comments. You can:

- Fill out our online [comment form](#)
- Send an email to ODRAPConsultation@ontario.ca
- Write to us at:
Ontario Disaster Relief Assistance Program Consultation
Ministry of Municipal Affairs and Housing
Municipal Programs and Education Branch
777 Bay Street, 16th Floor, Toronto, ON M5G 2E5

You are invited to submit your comments by **March 4, 2015**.

Your comments will be kept confidential.

Discussion guide

This discussion guide is intended to help focus your thoughts and ideas prior to submitting comments.

[Download a copy of the guide \[PDF\]](#)

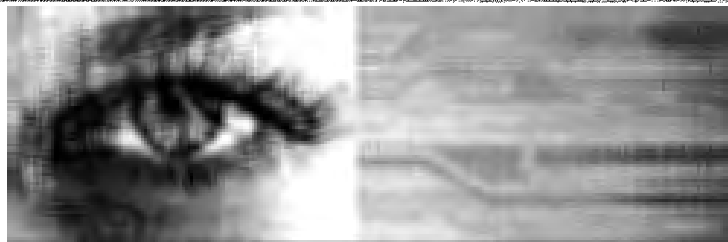
- [ODRAP Comment Form](#)

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January 22, 2015

In This Issue

- Rock and a Hard Spot - court decision could trigger more lawsuits on use of road salt.
- Ontario Disaster Relief Assistance Program consultation.
- Province providing wage enhancement for ECEs.
- Wells regulation – Environmental Bill of Rights (EBR) Review.
- 2015 AMO Conference Registration is open.
- Got an AMP? What are you doing with it?
- What is land use planning?
- What's on your training calendar?
- Start saving money and implementing your Energy Plan with LAS workshops.
- An Invasive Plant Management Strategy for Ontario municipalities.
- Career opportunities with Peel and Warwick.

Provincial Matters

The Ontario Superior Court of Justice has awarded more than \$100,000 in damages (depreciation of property value and crops losses from 1998 to 2013) in a potentially precedent-setting lawsuit involving a municipal government's use of road salt. A farmer in Brooke-Alvinston (Lambton County) sued for crop losses leading to the depreciation in value of the farm due to the County's use of road salt. Municipal governments must maintain roads to manage the safety of the travelling public and work within regulated maintenance standards for inclement weather situations. AMO understands that OGRA is considering next steps given its lead on the technical elements of safety standards and practices.



The Ministry of Municipal Affairs and Housing is seeking input on the Ontario Disaster Relief Assistance Program (ODRAP). Submissions are due by March 4, 2015. Find out more on the Ministry's [website](#).

Starting this month and after consultations with the municipal sector, Ontario is implementing a wage increase of \$1 per hour for eligible Early Childhood Educators (ECEs) in the licensed child care sector. The initiative is designed to help operators recruit and retain highly skilled child care professionals.

The Ministry of Environment and Climate Change has granted a review of Regulation 903 (wells) under the EBR. To kick off the review, the ministry is hosting a webinar on January 28 and one on January 30. To sign up, interested municipalities should contact [Silvia Ciobotaru](#). If municipalities are providing input to the ministry through the review and any subsequent consultations, please copy [Craig Reid](#), AMO staff, on your response.

Eye on AMO/LAS Events

2015 AMO Conference Registration is now open. Download the registration form today, learn about the study tours and take advantage of the early bird registration rates for the AMO AGM & Annual Conference. See you in Niagara Falls, August 16-19, 2015.

Got an AMP (Asset Management Plan)? What are you doing with it? Need a plan on how to use your plan? Join LAS and MFOA at the 2015 Asset Management Symposium (Mar 24 & 25, Markham) as we help municipalities understand the next steps in the asset management process. Don't get left behind, register today!

What is land use planning? Why do municipalities need to plan? AMO presents a new online self-

15

FEB 05 2015

directed course in Land Use Planning. Log-in to the AMO [online portal](#) and become familiarized with the basics of land use planning today!

What's on your training calendar? As an elected official you face a number of unique challenges - and you have to continue to expand your knowledge and skills and stay current. AMO's training programs can help you with that. Have you registered for AMO's [Councillor Training 101](#) or [Personal Responsibilities](#) yet? Learn more about what each course covers and how it can help you.

LAS

Contact us today to have LAS' energy experts come to your municipality to offer a [workshop](#) for staff and elected officials interested in saving energy at work and at home.

Municipal Wire*

Invasive plants are causing significant impacts to Ontario's natural environment, economy and society. Municipalities are central to the fight against them. Join the Ontario Invasive Plant Council for a [half day workshop](#) on February 12.

Careers

[Senior Financial Analyst - Region of Peel](#). System ID 2015-4911. Posting End Date: January 29, 2015. If this opportunity matches your qualifications and experience, please [apply online](#).

[Administrator/Treasurer - Township of Warwick](#). Qualified applicants are asked to submit their application by Friday, February 6, 2015 to Fred Galloway, F.J. Galloway Associates Inc., 203-350 Oxford Street West, London, ON N6H 1T3. Tel: 519.641.1325 or email: fgalloway@sympatico.ca.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watch File Team](#), Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[OMKN Ontario Municipal Knowledge Network](#)

[Media Inquiries](#), Tel: 416.729.5425

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You are here > [Home](#) > [Your Ministry](#) > [Local Government](#) > [Ontario Disaster Relief Assistance Program](#) > Ontario Disaster Relief Assistance Program Review

Ontario Disaster Relief Assistance Program Review

The Government of Ontario is reviewing the Ontario Disaster Relief Assistance Program (ODRAP) to help ensure that it is delivered effectively and remains responsive to the needs of the communities it serves.

The province provides assistance through ODRAP when the impacts of a natural disaster are beyond the capacity of a municipality or local community to manage. ODRAP is comprised of two separate components: a public component for municipalities and a private component for individuals, small businesses, farmers and non-profit organizations.

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You are invited to submit your comments by **March 4, 2015**.

Your comments will be kept confidential.

Discussion guide

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Wendy Atkinson

From: AMO Communications <communicate@amo.on.ca>
Sent: January-22-15 5:44 PM
To: watkinson@melancthontownship.ca
Subject: AMO Policy Update - 2015 Pre-Budget Submission

January 22, 2015

2015 Pre-Budget Submission

Today the Association of Municipalities of Ontario provided the Legislature's Standing Committee on Finance and Economic Affairs with its 2015 Pre-Budget Submission.

A healthy future for Ontario communities will include the following, among other matters:

1. **The Province, in concert with municipal government, undertaking a cumulative impact analysis of municipal fiscal health.**
2. **Streamline responsibilities between the municipal and provincial orders of government and simplify accountability.**
3. **Action is needed on police and emergency service costs.**
4. **Infrastructure and housing investment is a top municipal priority.**
5. **Improve the rule of law and its administration; pass Bill 31, *Transportation Statute Law Amendment Act (Making Ontario's Roads Safer)*, 2014.**
6. **Make changes that cost the Province nothing, but would help municipal governments manage their costs.**
7. **Growth must pay for growth, the *Development Charges Act* must change.**

The submission includes case studies of fiscal issues in two Ontario communities, Iroquois Falls and the City of London. Municipal governments wishing to make their own written submissions have until January 30, 2015 to write the Clerk. Submissions can be directed to:

Katch Koch, Clerk

Standing Committee on Finance and Economic Affairs

Room 1405, Whitney Block

Queen's Park, Toronto, ON M7A 1A2

E-mail: kkoch@ola.org

AMO Contact: Matthew Wilson, Senior Advisor, E-mail: mwilson@amo.on.ca, 416.971.9856 ext. 323.

PLEASE NOTE: AMO Breaking News will be broadcast to the member municipality's council, administrator, and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

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2015 Pre-Budget Submission

January 22, 2015

Association of
Municipalities
of Ontario

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Toronto, ON M5H 3C6 Canada
Tel: 416-971-9856 Fax: 416-971-6191
email: amo@amo.on.ca
website: www.amo.on.ca

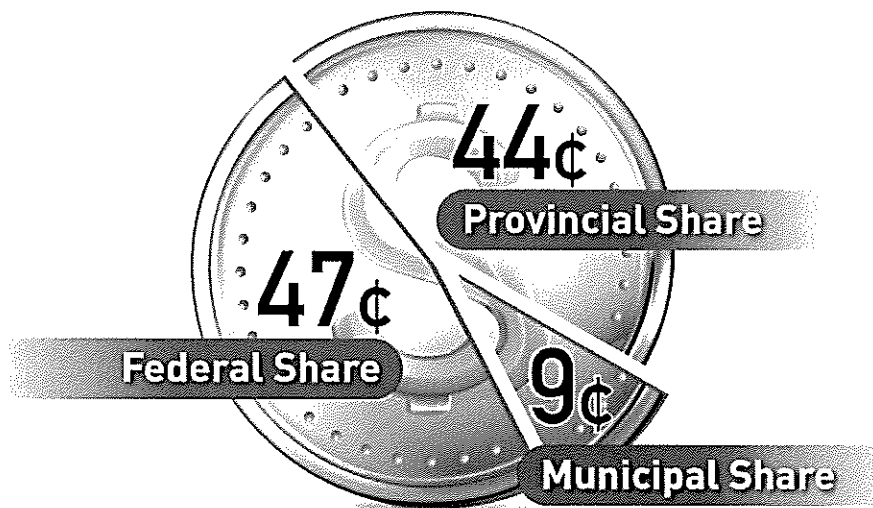
Introduction

We know the provincial government is seized with economic issues. Municipal governments get this. We live, eat, and breathe this reality every day in our communities. We see what happens when industries close, production is reduced, or shifts are cut. We see when city growth and congestion affects Ontario's productivity. We see growing wait lists for housing. We see a continuing need to catch up to replacing and fixing roads, bridges, and other assets that contribute to community well-being and a healthy Ontario.

The Provincial Government is faced with tough financial choices in balancing the budget, reducing the government's long-term debt, and determining investments for the future. Provincial and municipal governments across Ontario share an interest in long-term fiscal sustainability. Municipalities understand the concerns with the provincial deficit and debt, and the related ancillary impacts.

Sustainability for municipal governments will not happen if the Province decides to move costs to the local level in the short or long term, either deliberately or by avoidance. Local pressure builds when the Province stops programs that the public needs or have become the norm over time. Sustainability for municipal governments will not happen if we don't track municipal fiscal health and stay up-to-date on immediate and longer term local and systemic challenges.

Where does your tax dollar go?

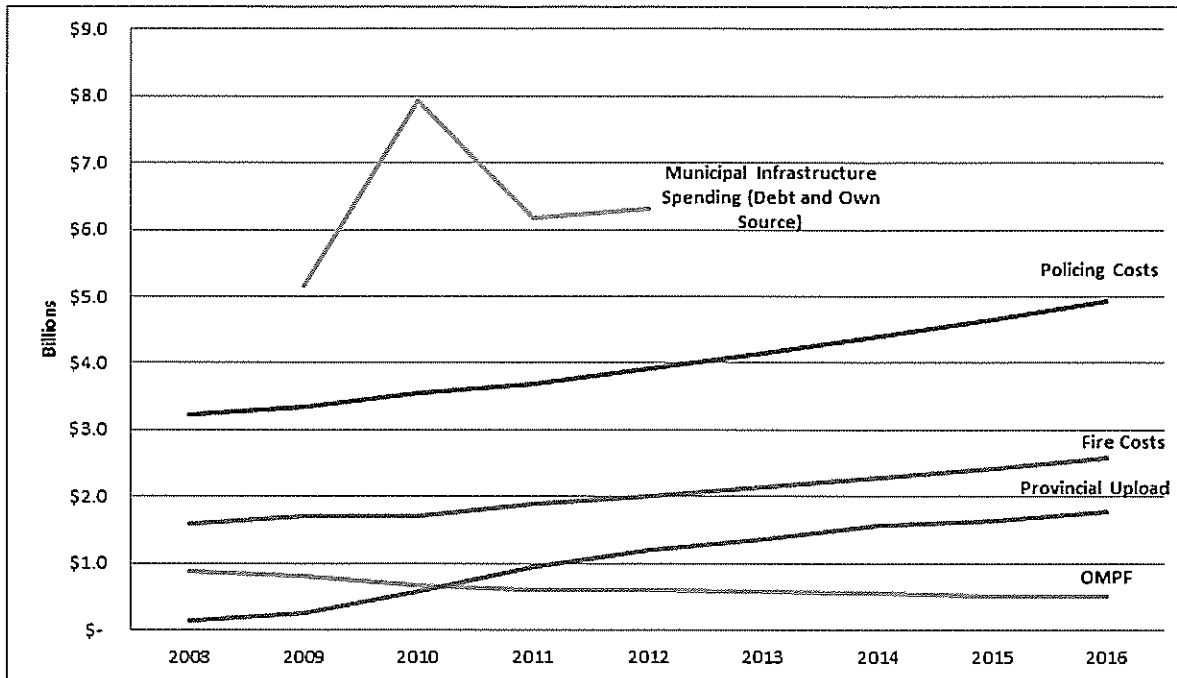


Healthy municipal governments and local economies are essential to a healthy Ontario economy. Municipalities deliver their broad local mandates by collecting just nine cents of every household tax dollar. While we need to have a much bigger discussion about how municipalities can achieve fiscal sustainability and maintain the day to day services that communities need over the long term, it's safe to conclude that the municipal share should no longer be counted using the obsolete penny.

From a provincial perspective, the merit of this pre-budget submission is the many ways in which the Province can help municipal governments without spending as much as a penny. As we look forward and imagine what the future looks like for Ontario communities, a healthy future will include the following, among other matters:

- 1. The Province, in concert with municipal government, undertaking a cumulative impact analysis of municipal fiscal health.**
- 2. Streamline responsibilities between the municipal and provincial orders of government and simplify accountability.**
- 3. Action is needed on police and emergency service costs.**
- 4. Infrastructure and housing investment is a top municipal priority.**
- 5. Improve the rule of law and its administration; pass Bill 31, *Transportation Statute Law Amendment Act (Making Ontario's Roads Safer)*, 2014**
- 6. Make changes that cost the Province nothing, but would help municipal governments manage their costs.**
- 7. Growth must pay for growth.**

1. The Province, in concert with municipal government, undertaking a cumulative impact analysis of municipal fiscal health.



Long Term Trends: Four things the above chart shows

1. As the provincial upload has progressed, municipalities have redirected those savings to addressing the infrastructure deficit. Municipal spending on infrastructure increased by \$1.2 billion from 2009 to 2012. The 2010 peak represents one-time matching municipal stimulus contributions to propel economic recovery.
2. The provincial upload of many social assistance and court security costs from the property tax base has been highly beneficial to the municipal sector as a whole. Financial risk is diminished. However, the upload has affected different municipalities in different ways and the OMPF remains critically important to many municipalities.
3. The impact of declining municipal operating grants through the OMPF has been exacerbated by recent provincial decisions that were not part of the Upload Agreement. These include the \$25 million municipal share of the wage increase for OPP officers in 2014 and WSIB premium increases of up to 28% for newly expanded presumptive firefighter coverage.
4. By 2016, municipal policing costs will be just shy of \$5 billion annually. This is a \$1.7 billion increase over 2008 or an extra \$212 million annually. In 2013, the OMPF's dedicated policing grant component of \$94 million was eliminated.

We need to answer these questions: what provincial actions have affected the budgets of municipal governments and to what degree? Which parts of the sector are most

affected and how can negative impacts be mitigated? These answers will better inform future decision.

The upload of some provincial programs has been very helpful to the sector as a whole. But some municipalities have had greater challenges in adjusting to the decrease in the Ontario Municipal Partnership Fund (OMPF), including the accelerated OMPF reductions for 2015. On its own, this change may have been easier to manage, but it is not the only change. A variety of provincial government initiatives have affected municipalities since the Upload Agreement including: the 2011-2014 OPP wage increase, social assistance benefit increases, OPP billing changes, and the risk of special dam payment cuts in 2016, among other matters. AMO is concerned about this cumulative fiscal impact on municipal governments.

At the same time, many municipalities are dealing with significant reductions in property assessment for specific industrial property types and land uses. Efforts to build prosperity at a local level start with a stable property assessment and property taxation system. The integrity of the assessment system needs to be reinforced to ensure stable and reliable municipal revenues. Yet it seems to be always under attack and whittled away. This not only has an impact on municipal government, it affects the province's education tax.

For the above reasons, we urge a halt to any further OMPF declines. Not all communities have been dealt the same hand; the capacity of some to absorb significant cost increases or grant reductions is severely limited. We cannot ignore this reality. The fiscal health of Ontario municipalities is diverse, and in many cases limited. Widely varying financial capacities, high policing costs, rising EMS cost and demand, and growing infrastructure deficits should not be an abstract idea at Queen's Park. They have real meaning to citizens and businesses that live and operate in our cities, towns, and hamlets.

All municipal governments are highly reliant on property tax for their revenue. This form of revenue does not grow as other tax tools do used by the federal and provincial governments. Many rural and northern municipalities rely heavily on unconditional operating grants from the provincial government to provide services to their residents. These grants have been declining.

OMPF Grant Components	2012	2013	2014	2015	2016
Social Services Grant	30		0	0	
Policing Grant	94		0	0	
Farmland/Managed Forests Grant	46		0	0	
Assessment Equalization Grant	148		149	149	
Northern Communities Grant	86		79	79	
Rural Communities Grant	162		138	138	
Fiscal Circumstances Grant			50	55	
Transitional and Stabilization Grants	30		134	94	
TOTAL OMPF	596	575	550	515	500

The total envelope for the OMPF continues to decrease. A \$35 million cut is occurring in 2015 dropping the total Fund to \$515 million. It was previously \$550 million in 2014 and \$575 million in 2013. If the government continues with its fiscal plan, an additional cut of \$15 million should be expected in 2016. It will prove difficult to manage. It will not lead to more investment in operations or capital works. While it is a scheduled reduction, it must be recognized that events subsequent to the 2008 Upload Agreement have occurred. In 2014 OPP wage settlements cost municipalities an extra \$25 million. Also, in 2014 the Ontario Government expanded the list of diseases presumed to be work-related for firefighters under the *Workplace Safety and Insurance Act*. As a result, WSIB premiums for some municipalities will increase by 28% in 2015.

Long-term budgeting and measuring the cumulative impact of provincial actions on municipal fiscal health will help the provincial government and municipalities plan for the future. At the 2014 AMO Conference the Premier said it is something that needs to be looked at. We are ready.

Case Study: Iroquois Falls, what it means to lose a paper mill

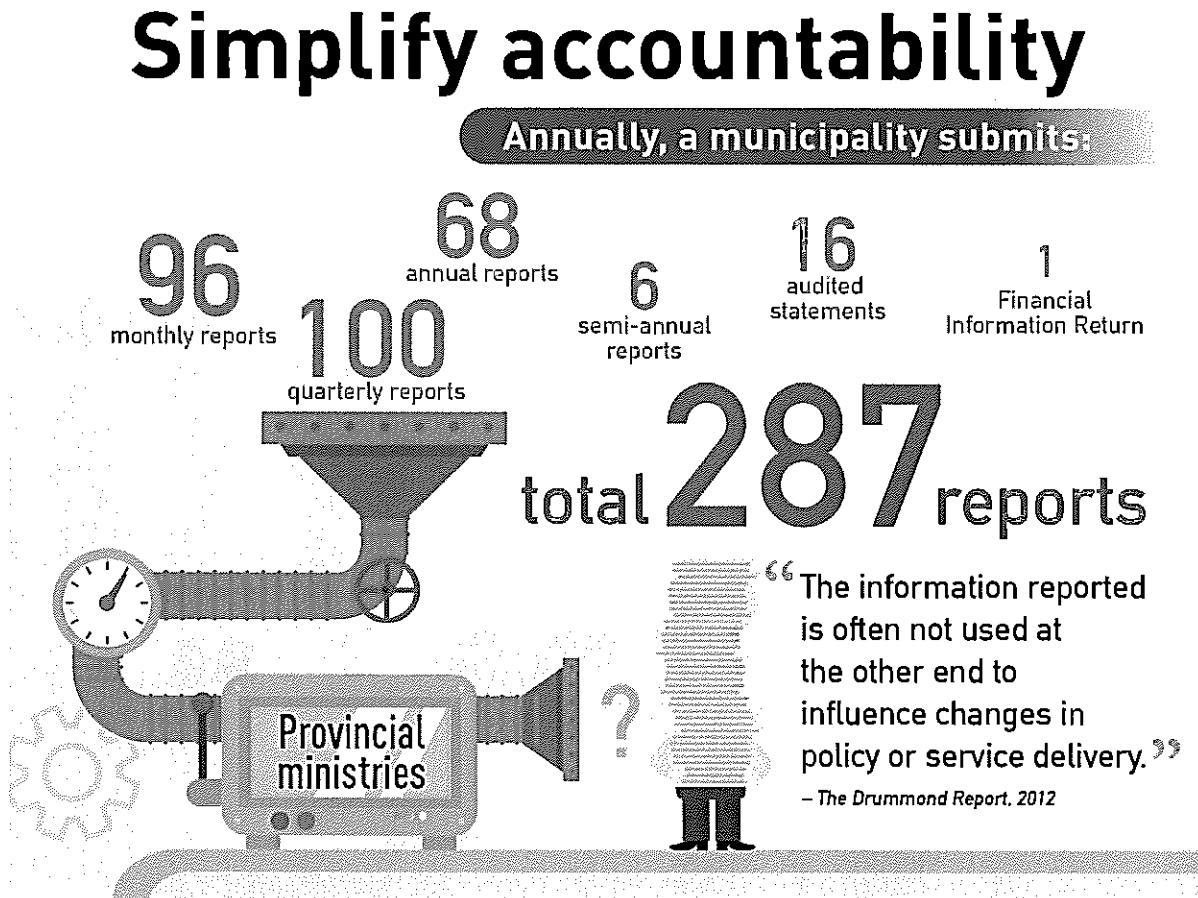
Economic issues have real meaning to the residents of Iroquois Falls. Bad news just hit the town of 4,600, 70 kilometres northeast of Timmins. Last month, residents learned that the Resolute paper mill will permanently close. It represents the loss of 180 jobs and a third of the town's property assessment. The last rolls of newsprint came off the line in December after a century of production.

The mill provided 18% of the Town's property tax revenue, or \$1.2 million. Any tax increase to make up for this lost revenue will be on top of earlier ones. In 2013 and 2014, the town's property taxes increased by 5.9% in each year. OMPF reductions announced in November will mean an additional 1% residential tax increase in 2015. There are longer-term challenges too. The Town's 2013 asset management plan demonstrated an infrastructure deficit of \$6,500 per person. On average, bridges and culverts are in fair and poor condition respectively. The water and sewer assets are in poor condition. The Town needs to be making an annual investment in its capital assets of \$4.3 million, but has only been contributing \$2.1 million.

New provincial investments through the Ontario Community Infrastructure Fund will help Iroquois Falls. For the next three years the town will receive \$26,532 annually. But compared to the annual shortfall in capital spending of \$2.2 million, and the massive operating budget restructuring required, it is a drop in the proverbial bucket.

The Iroquois Falls story is a town faced with tough choices because of circumstances beyond its control. Similar stories could be told in all corners of the province when industries close, or production is reduced, or shifts are cut.

2. Streamline responsibilities between the municipal and provincial orders of government and simplify accountability.



One of the matters that the Drummond Report highlighted was the amount of provincial oversight and required municipal reporting that is not used at the province.

He wrote, “the information reported is often not used at the other end to influence changes in policy or service delivery.” Drummond went on, “we believe there are simply too many layers of watchers at the expense of people who actually get things done. The government must find a new middle ground”.

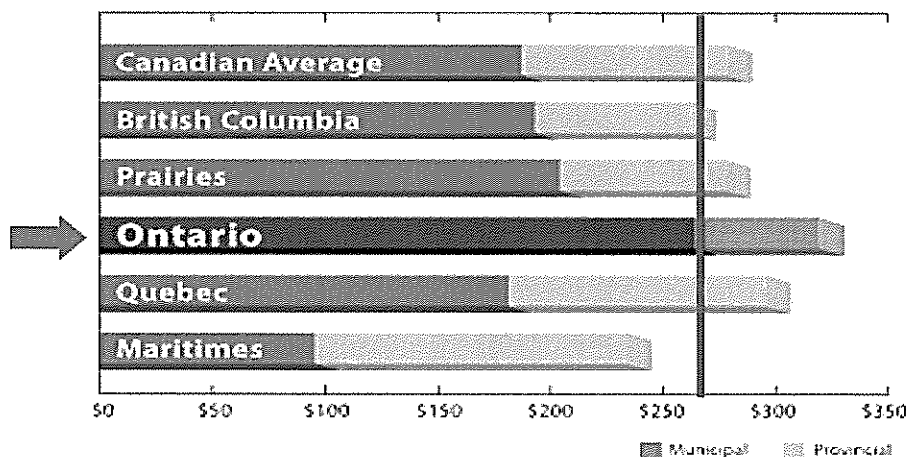
We want to work on finding that new middle ground starting now. One municipality tallied the reports it provides to the Province on a yearly basis. It submits the following to provincial ministries: 96 monthly reports, 100 quarterly reports, 6 semi-annual reports, and 68 annual reports. This is a subtotal of 270 reports annually, plus an additional 16 audited statements, plus the annual Financial Information Return. The total tally: 287 reports. That's more than one for every single workday in the year.

From AMO's perspective, there is plenty of room to simplify reporting requirements while maintaining accountability and improving the coordination of these activities in a streamlined way. The use of an open data repository for both orders of government may be one way to vastly improve utility and efficiency.

Aligning responsibilities with resources is a key accountability consideration which should be reviewed. Too often municipal governments are footing the bill yet lack the levers to control cost. How do we bring greater cost containment to local bodies, consistent with provincial and local fiscal frameworks? This is a question without an immediate answer but one that must be answered.

3. Action is needed on police and emergency service costs.

2011 Per Capita Policing Costs

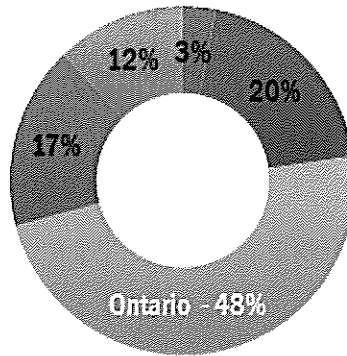


Source: Statistics Canada

Ontarians pay the highest policing costs in the country. This includes both provincial and municipal expenditures. In 2011, Ontarians spent \$320 per capita on policing. It is about \$35 more than Albertans, \$56 more than British Columbians, and \$24 more than Quebecers. Nationally, Ontario's share of municipal policing costs is 48%, but Ontario only makes up 39% of the Canadian population. In other words, half of the national problem with the cost of policing is owned here in Ontario.

The Province needs to modernize the delivery and standards of these services. Since 2002, the average annual rate of cost growth for emergency services has been three times the rate of inflation. This is not sustainable. Police officers and fire fighters do important work and are well compensated compared to others on municipal salary grids like lifeguards, long-term care nurses, or drinking water technicians. But these ever-increasing costs are challenging municipalities to be able to provide for the full range of programs and services that citizens want.

Ontario's share of municipal policing costs in Canada (2011)



■ Maritimes ■ Quebec ■ Ontario ■ Prairies ■ British Columbia

Source: Statistics Canada

For the OPP, 86% of operating expenditures are staffing costs. This percentage is similar for municipal own-force services. Below is the estimated labour cost of one OPP officer:

2014 OPP Estimated Constable Cost	
Salary (provincial average rate)	\$94,702
Overtime (provincial average rate)	\$6,250
Vacation and statutory holidays	\$3,599
Shift premiums	\$675
Benefits	\$25,316
TOTAL	\$130,542

Source: OPP Page 36

How do the salaries of officers compare in North America? The estimated 2014 salary of an OPP officer with 2 years of experience is \$90,623.¹ The salary of a New York City police officer with 2.5 years of experience is \$53,819². The maximum salary of a Detroit police officer is \$51,748.³ No one is suggesting these wages should apply in Ontario. But when we talk about the cost of policing, we are predominantly talking about the cost of labour; not the cost of vehicles, fuel, or handcuffs.

¹ Ontario Provincial Police

² New York Police

³ Detroit Police

Surprisingly, when we talk about policing, we are most fortunately, not talking about crime. Canada's crime rate continues to fall. The homicide rate is at its lowest level since 1966. Statistics Canada notes the police-reported Crime Severity Index fell by 9 per cent in 2013, the tenth consecutive annual decline. A recent survey identified the *cost of policing* as the number one issue facing Toronto's next Chief of Police. Nearly 600 Toronto residents took part in the survey.

AMO has established a Policing Modernisation Task Force to explore policing in depth and is expecting to provide the Minister of Community Safety and Correctional Services with a report this spring. While AMO has been contributing to discussions at the Future of Policing Advisory Committee convened by the Ministry, the pace and scope of those discussions over several years have been slow and limited.

In addition, AMO is advocating for legislative changes that would end union interference in the off-duty volunteer firefighting activities of Ontario's firefighters. Double hatters are full-time, professional firefighters that work as volunteer firefighters during off-duty hours.

The International Association of Fire Fighters (IAFF) forbids this practice and can put firefighters "on trial" for violating union rules. Since many municipalities with full time firefighters can only employ card-carrying union members based on collective agreement restrictions, the threat of being put on "trial" and the loss of union membership is ultimately a threat of job termination. The union's actions are unduly interfering with their own member's freedom of association – something we would think they would want to protect.

Double hatters bring substantial experience to fire services in many of Ontario's smaller communities that do not require a full-time, salaried department. They often take on a leadership role while they work to ensure the safety of their family, friends, and community where they live. It is the job of individual municipalities to decide how to deliver fire protection services as determined by local need and circumstance. One size does not fit all.

Public polling conducted in the summer by Nanos Research indicated that 85.6% of Ontarians believe professional, full time city firefighters should be able to serve as on-call volunteer firefighters in smaller and rural communities where they live if they wish.⁴

Overwhelming support, including from the large cities where double hatters work, has been received through municipal resolutions urging action. A simple change to provincial law would prevent this type of union interference. To our knowledge, every Canadian province has such protection, except for Ontario and Newfoundland. It is time for Ontario to give our volunteer firefighters the same freedom and protection that other employees in Ontario enjoy, as well as those fire fighters everywhere else in the nation.

⁴ Source: Nanos Research, RDD dual frame random telephone survey in Ontario, July 18 to 21, 2014, n=501, accurate 4.4 percentage points plus or minus, 19 times out of 20.

4. Infrastructure and housing investment is a top municipal priority.

We have known since the mid-2000s that infrastructure needs of core assets are greater by far than the available funds. Municipalities own 66 percent of the infrastructure in this province. Maintaining these structures is on top of all the other services we have to provide while collecting just nine cents of every household tax dollar.

We expect the infrastructure gap will be even greater when all municipal assets are included and asset management plans are completed. The good news is all parties are committed to infrastructure but we need to work on a much more involved and predictable infrastructure funding and financing approach. This is an essential part of sustaining economic prosperity for Ontario and for its municipal governments.

The permanent \$100 million Ontario Community Infrastructure Fund is a welcome addition to the suite of programs to help support critical infrastructure in Ontario's smaller communities. Over time, AMO expects that the government will honour its commitment to increase funding and move to a full formula allocation. Larger municipalities greater than 100,000 in population are currently only getting Ontario transit dollars if they qualify. They are also expecting funding from the Provincial-Territorial Infrastructure component of the Building Canada Fund and the next construction period is around the corner. AMO is urging an open process for municipal applications for these dollars.

Closing the infrastructure gap means working together to find and implement solutions that reflect the fiscal diversity of municipalities; and which recognizes the limitations of the existing fiscal framework.

The provincial and federal governments have renewed the Investment in Affordable Housing (IAH) agreement for a further five years. While this is welcome, the short-term, time-limited nature of provincial and federal funding makes it difficult for municipalities to develop and implement long-term housing plans. Permanent and enhanced funding programs for housing are greatly needed. Municipalities are united with the provincial government on seeking additional assistance from the federal government for municipal infrastructure and housing.

In the late 1990s, social housing was fully transferred to the property tax base. More than 156,000 people are on wait-lists for affordable housing, a 10% increase from 2010. There are 270,000 social housing units in Ontario, 70% of which have capital reserve shortfalls amounting to an estimated \$1.2 billion. In 2013 municipalities spent \$1.7 billion delivering social housing services in Ontario. It has grown from \$879 million a decade prior. It is inconceivable that municipal sector can finance this on its own. To tackle wait lists and homelessness others must come to the table, not just municipal government.

5. Improve the rule of law and its administration; pass Bill 31, *Transportation Statute Law Amendment Act (Making Ontario's Roads Safer)*, 2014

This would greatly help municipalities by putting more teeth into enforcement and the collection of unpaid fines administered under the *Provincial Offences Act*. AMO has written to all three parties to encourage the speedy passage of this legislation. Take action now to improve the rule of law. Why should some law breakers pay and not others?

6. Make changes that cost the Province nothing, but would help municipal governments manage their costs.

Changes to interest arbitration and joint and several liability reform are two obvious examples.

When arbitrators make decisions, they need to focus on the community itself and benchmark against the negotiated agreements that other municipal staff in that community have negotiated. That is a much better indication of capacity to pay. What arbitrators shouldn't focus on is a settlement from an emergency service elsewhere. The time has come to resolve this long standing challenge. The emergency services salaries highlighted earlier in this submission are a product of how the interest arbitration system has been used. Do some municipal governments settle? Yes, because the arbitrated awards are patterned. Why spend more on arbitration when you can predict the outcome? This is not a balanced system. It certainly has caught the public's eye.

Public polling conducted in the summer by Nanos Research indicated that 59% of Ontarians support police and fire personnel either having the same wage and benefit increases as other employees of the same municipality (32%) or freezing wages and benefits (27%). Using the same rate as other police and fire is mentioned by 30.5% while 10% are not sure.⁵

The Ontario Legislature must restore balance to the interest arbitration system. Wage and benefit increases for emergency workers are growing faster than increases for other public sector employees in Ontario and faster than Canada's rate of inflation. It's unsustainable. Specifically, AMO continues to advocate for an improved, accountable, and transparent arbitration system to ensure essential local services remain affordable.

⁵ Source: Nanos Research, RDD dual frame random telephone survey in Ontario, July 18 to 21, 2014, n=501, accurate 4.4 percentage points plus or minus, 19 times out of 20.

Case Study: London, what interest arbitration means

In August 2013, the City of London entered into interest arbitration discussions with the London Professional Fire Fighters' Association (LPFFA) which represents approximately 400 members. The City's Collective Agreement with the Association expired in 2010. In 2013, it was expected that the arbitration would take place through the balance of 2013 and into the summer of 2014. Further hearings are scheduled in 2015. The timeframe for a decision remains unknown.

The City has provided updates through its website to members of the public regarding the arbitration. This includes the "ability to pay" arguments made on behalf of London property taxpayers. In 2013, per day per household cost for fire service was \$0.74/day. That number sure adds up. More was spent on fire services than social and community support services, or operating parks and roadways. For 2013 it is the City's second highest expense after policing.

If the LPFFA salary submission is successful at interest arbitration it will result in, when compounded, a salary increase of 11.64% over the four years of the contract. By comparison, the City freely negotiated a settlement with Local 107 (outside workers) prior to the expiry of the current collective agreement. It will provide increases of 0%, 0%, 1% and 1.1% from 2016 to 2019 respectively (with modest lump sum payments in the each of the first two years).

Historically the fire services cost per day per household has risen from \$0.50/day in 2003 to \$0.74/day in 2013. From 1990 to 2010, the total annual earnings of a first class firefighter with twenty three years of experience increased by 95.2%, while the median London family income grew by 19.4%. From 2010 to 2014, London tax levy increases averaged 1% while the City absorbed \$72 million of inflationary pressures. The draft 2015 budget proposes a tax levy increase of 2.9%.

Recent debates on tobogganing bans in Hamilton, Orangeville, and in other municipalities are a direct result of provincial inaction and the "liability chill" that is taking over our communities. We see more and more litigation with road and sidewalk cases. Municipal governments cannot afford to be the insurer of last resort nor assume the responsibility of others' mistakes. There are many examples from across the province where municipalities have been forced to scale back on recreational and other services because of "liability chill".

7. Growth must pay for growth.

On Development Charges, artificial discounts for transit, etc. and exclusions (e.g. hospitals) need to end. Municipal governments are looking to see progress in this area.

Development Charges are currently structured to limit the municipal ability to recover capital costs at a time when governments are focused on shrinking the infrastructure deficit. In the eighteen years since the *Development Charges Act, 1997* was passed, provincial priorities have shifted. The cost recovery restrictions are neither financially, nor politically, affordable. They have become a barrier to the achievement of transit priorities and land use intensification.

Conclusion

These are some of the key issues facing municipalities today. Municipalities deliver their broad local mandates by collecting just nine cents of every household tax dollar. We need to have a much bigger discussion about how municipalities can achieve fiscal sustainability while building and maintaining the day to day services that communities need.

From a provincial perspective, the merit of this pre-budget submission is the many ways in which the Province can help municipal governments without significant expenditures other than dedicating staff to work with us.

The provincial government and municipal governments across Ontario share an interest in long-term fiscal sustainability. We know that when people work together, things can change. Let's finish the job; let's make the communities we call home even stronger.

Joyce Clarke

From: Tom Campbell <tcampbell@campaign-office.com>
Sent: January-23-15 1:50 PM
To: jclarke@melancthontownship.ca
Subject: Township of Melancthon Veterans & Troops Support/Remembrance Ad - Royal Canadian Legion
Attachments: Rates.pdf
Importance: High

Hello Mayor White & Council,

We would like to first Thank the Township of Melancthon very much for your consideration with the Military Service Recognition Book.

The Military Service Recognition Book will honour our past and present day Veterans and Troops in print form with full biographies and photographs. To do this, submissions have been collected at local legion branches and with the help of our Veterans, their families and friends, this special publication will be released by September 2015 and in time for the Remembrance Day Ceremonies.

A Minimum 17,500 Copies will be available free of charge for the public at the local branches. Most importantly the Military Service Recognition Book will be provided to Schools and Public libraries to help the younger generation better understand the sacrifices made by our Veterans.

We would be honoured to have the Township of Melancthon involved by way of purchasing a Veterans Support/Remembrance Ad. Many have taking this opportunity to thank our Veterans with their message.

Your support at any level would be greatly appreciated. If you any questions, please let me know.

Thank you very much.

Best Regards,

Tom Campbell
The Royal Canadian Legion
Ontario Command
1-855-241-6967
Campaign Office





The Royal Canadian Legion Ontario Command

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in The Royal Canadian Legion Ontario Command, representing Ontario's Veterans. Please accept this written request for your support, as per our recent telephone conversation.

The Royal Canadian Legion Ontario Command is very proud to be printing 17,500 copies of our second annual “Military Service Recognition Book”, scheduled for release by September 2015. This book will assist us in identifying and recognizing many of our Veterans within the Province of Ontario and to serve as a reminder for generations to come, while at the same time assist us in our job as the “Keepers of Remembrance”.

We would like to have your organization's support for this Remembrance project by sponsoring an advertisement space in our “Military Service Recognition Book.” Proceeds raised from this important project will cover the cost of printing and distributing this unique publication. Additional proceeds received through this program will assist and support many Legion initiatives and to assist our over 400 branches to remain a viable partner in their communities. The Legion is recognized as Canada's largest Veteran Organization and we are an integral part of the communities we serve. This project ensures the Legion's continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact Ontario Command Campaign Office toll free at 1-855-241-6967.

Thank you for your consideration and/or support.

Sincerely,

**Bruce Julian
President**

**The Royal Canadian Legion
Ontario Command**

“Military Service Recognition Book”

Advertising Prices

<u>Ad Size</u>	<u>Cost</u>	<u>HST</u>	<u>Total</u>
Full Colour Outside Back Cover	\$2,030.97	+ \$264.03	= \$2,295.00
Inside Front/Back Cover (Full Colour)	\$1,765.49	+ \$229.51	= \$1,995.00
2-Page Spread (Full Colour)	\$2,823.01	+ \$366.99	= \$3,190.00
Full Page (Full Colour)	\$1,411.50	+ \$183.50	= \$1,595.00
Full Page	\$1,057.52	+ \$137.48	= \$1,195.00
½ Page (Full Colour)	\$792.04	+ \$102.96	= \$895.00
½ Page	\$615.04	+ \$79.96	= \$695.00
¼ Page (Full Colour)	\$482.30	+ \$62.70	= \$545.00
¼ Page	\$393.81	+ \$51.19	= \$445.00
1/10 Page (Full Colour)	\$287.61	+ \$37.39	= \$325.00
1/10 Page (Business Card)	\$243.36	+ \$31.64	= \$275.00

H.S.T. Registration # 10686 2824 RT0001

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from Ontario Command.

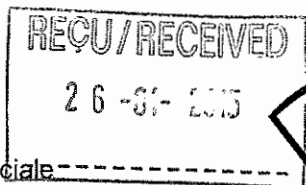


PLEASE MAKE CHEQUE PAYABLE TO:
The Royal Canadian Legion
Ontario Command
(RCL ON)
(Campaign Office)
P O Box 8055, Station T CSC
Ottawa, ON K1G 3H6



Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6200
Fax: 705 330-4191

Tél. : 705 329-6200
Télec.: 705 330-4191

File Reference:

615-00

January 22, 2015

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

Dear Mayor:

Effective January 1, 2015, the Court Security and Prisoner Transportation (CSPT) Program grant funding administration for Ontario Provincial Police (OPP) policed municipalities shifted from the Ministry of Community Safety and Correctional Services (MCSCS) to the OPP. This change will comply with the Auditor General recommendation to "consider whether various grants and credits should be amalgamated into one all-encompassing costing formula".

Under the billing model, only municipalities that have a courthouse in their municipality will be charged for court security costs based on the cost required to provide designated court security activities. The prisoner transportation cost is calculated provincially and allocated to all municipalities on a per property count basis.

Grant Allocation

Funding from the OPP will be issued as a credit adjustment on your regular invoice in February and September. Municipalities that currently receive court security and prisoner transportation policing services from both municipal policing organizations and the OPP will receive funding from both the MCSCS and the OPP.

In 2015, 25 percent of the grant allocation will be issued in February and the remaining 75 percent by the end of September, accounting for any required reduction should the 2014 reconciled court security costs be less than the grant allocation for 2014.

Your municipality's 2015 grant allocation under the CSPT program is \$1156. Please note that this grant is subject to reduction should the actual costs be lower than the grant allocation. The grant allocation for the following years will be provided to you as part of your Annual Billing Statement.

Should you have any questions, please contact your Detachment Commander or Manon Desjardins, Financial Analyst, Municipal Policing Bureau at Manon.Desjardins@opp.ca.

The OPP will continue to work diligently with municipal stakeholders to ensure effective, efficient and sustainable police service delivery in Ontario and make sure Ontario remains one of the safest places in North America.

Sincerely,

A handwritten signature in black ink, appearing to read 'R.A. Philbin', written in a cursive style.

R.A. (Rick) Philbin
Superintendent
Commander,
Municipal Policing Bureau

/nv

From: South Georgian Bay Lake Simcoe Source Protection Region <j.burns@lsrca.on.ca>
Sent: January-27-15 10:19 AM
To: dholmes@melancthontownship.ca
Subject: Invitation to Municipal Council Workshop: March 4 (Sharon) or March 5 (Orillia)

Drinking Water Source Protection Workshop for Municipal Council Members

Dear Municipal Council Member:

Congratulations on your election to municipal council! Whether you are new to municipal council or returning for another term, you have no doubt been inundated with information from a number of sources.

We're writing to introduce you to or refresh your knowledge of **Drinking Water Source Protection**.

The program has been receiving some media attention of late and is likely to continue to do so as important milestones are about to be reached. Your constituents will likely be asking you questions; we want to make sure you have the answers.

Please join us for one of either of the two following workshops:

Wednesday, March 4, 2015 (Sharon, East Gwillimbury Sports Complex)

or

Thursday, March 5, 2015 (Orillia, Royal Canadian Legion)

Each workshop runs from 9:30 am to 1pm (working lunch served at Noon)

Register for March 4 session in Sharon

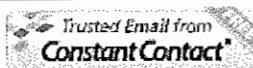
Register for March 5 session in Orillia

If you have any questions, feel free to contact:

Jessica Burns
Administrative Assistant
Lake Simcoe Region Conservation Authority
1-800-465-0437 ext. 327 or j.burns@lsrca.on.ca
www.ourwatershed.ca

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South Georgian Bay Lake Simcoe Source Protection Region | 120 Bayview Parkway | Box 282 | Newmarket | Ontario | L3Y 4X1 |
Canada

CORPORATION OF THE TOWNSHIP OF MELANCTHON
2014 STATEMENT OF REMUNERATION EXPENSES (IN ACCORDANCE WITH BY-LAW NO. 14/2014
As Required by Section 284(1) of the Municipal Act, 2001

Type of Remuneration	Bill Hill	Darren White	John Crowe	Janice Elliott	Nancy Malek	Dave Besley	James C Webster	Wayne Hannon	Public Members	Total
Council Remuneration	\$13,308.57	\$10,435.02	\$8,317.87	\$9,156.52	\$8,317.87	\$756.17	\$756.17	\$756.17		\$51,804.36
IT Allowance			\$762.05	\$812.05	\$825.00	\$50.00	\$50.00	\$50.00		\$2,549.10
Shelburne Library Board	\$360.00									\$360.00
Centre Dufferin Recreation Committee	\$510.00								\$470.00	\$980.00
Southgate Recreation Board				\$60.00						\$60.00
Shelburne & Dist. Fire Board				\$360.00	\$600.00					\$960.00
Mulmur-Melancthon Fire Board		\$420.00			\$360.00					\$780.00
North Dufferin Recreation Board					\$60.00					\$60.00
St. Paul's Cemetery Board										\$0.00
Horning's Mills Cemetery Board										\$0.00
Horning's Mills Hall Board		\$240.00								\$240.00
Horning's Mills Park Board			\$60.00		\$60.00					\$120.00
Shelburne Council	\$30.00									\$30.00
Police Services Board			\$270.00						\$180.00	\$450.00
POA Meetings			\$120.00							\$120.00
Official Plan Meetings		\$60.00								\$60.00
Upper Grand Watershed					\$120.00					\$120.00
Roads Committee		\$30.00	\$150.00							\$180.00
Human Resources Committee	\$90.00		\$60.00							\$150.00
Freedom of Information (FOI)			\$30.00							\$30.00
Miscellaneous Meetings										\$0.00
Miscellaneous										\$0.00
Mileage Expenses	\$60.50		\$101.00	\$140.00					\$40.89	\$342.39
Total	\$14,359.07	\$11,185.02	\$9,870.92	\$10,528.57	\$10,342.87	\$806.17	\$806.17	\$806.17	\$690.89	\$59,395.85

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FEB 05 2015

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

FLOOD CONTINGENCY PLAN

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1.0 Introduction

The responsibility for dealing with flood contingency planning in Ontario is shared by Municipalities, Conservation Authorities and the Ministry of Natural Resources, on behalf of the province. As with all emergencies, municipalities have the primary responsibility for the welfare of residents, and should incorporate flood emergency response into municipal emergency planning. The Ministry of Natural Resources and the Conservation Authorities are primarily responsible for operating a forecasting and warning system, and the province may coordinate a response in support of municipal action.

The Conservation Authorities of the Greater Toronto Area (GTA) have developed a coordinated Flood Forecasting and Warning Service for the municipalities and residents within their collective Watersheds and the shoreline of Lake Ontario and Georgian Bay. The purpose of this service is to reduce risk to life and damage to property by providing local agencies and the public with notice, information and advice so that they can respond to potential flooding and flood emergencies.

This Flood Contingency Plan is intended for all public officials and agency staff likely to play a role in flood warning, mitigation, or emergency relief. This version of the Flood Contingency Plan provides general information on the NVCA Flood Warning System, as well as specific information and contacts for all watershed municipalities.

The Conservation Authorities of the Greater Toronto Area include the Halton Region Conservation Authority (HRCA), the Credit Valley Conservation Authority (CVCA), the Toronto and Region Conservation Authority (TRCA), the Lake Simcoe Region Conservation Authority (LSRCA), the Central Lake Ontario Conservation Authority (CLOCA), the Ganaraska Region Conservation Authority (GRCA), Kawartha Conservation (KRCA) and the Nottawasaga Valley Conservation Authority (NVCA).

See FIGURE 1. Local Conservation Authorities



2.0 Roles and Responsibilities of Agencies

2.1 MUNICIPAL ROLE

Municipalities have the primary responsibility and authority for response to flooding and flood emergencies, and also for the welfare of residents and protection of property. In order to fulfill this responsibility, municipalities should ensure that emergency plans are kept current and tested on a regular basis.

Upon receiving a Watershed Conditions Statement, Flood Watch or Flood Warning municipalities shall:

1. Notify appropriate municipal officials, departments and agencies in accordance with their municipal emergency plan.
2. Determine the appropriate response to a flood threat and, if warranted, deploy municipal resources to protect life and property.
3. If required, declare a flood emergency and implement their Emergency Procedures Plan.
4. Request Provincial assistance under the Emergency Management & Civil Protection Act (2006), if municipal resources are inadequate to respond to the emergency.
5. Maintain liaison with Conservation Authority Flood coordinators.

2.2 CONSERVATION AUTHORITY ROLE

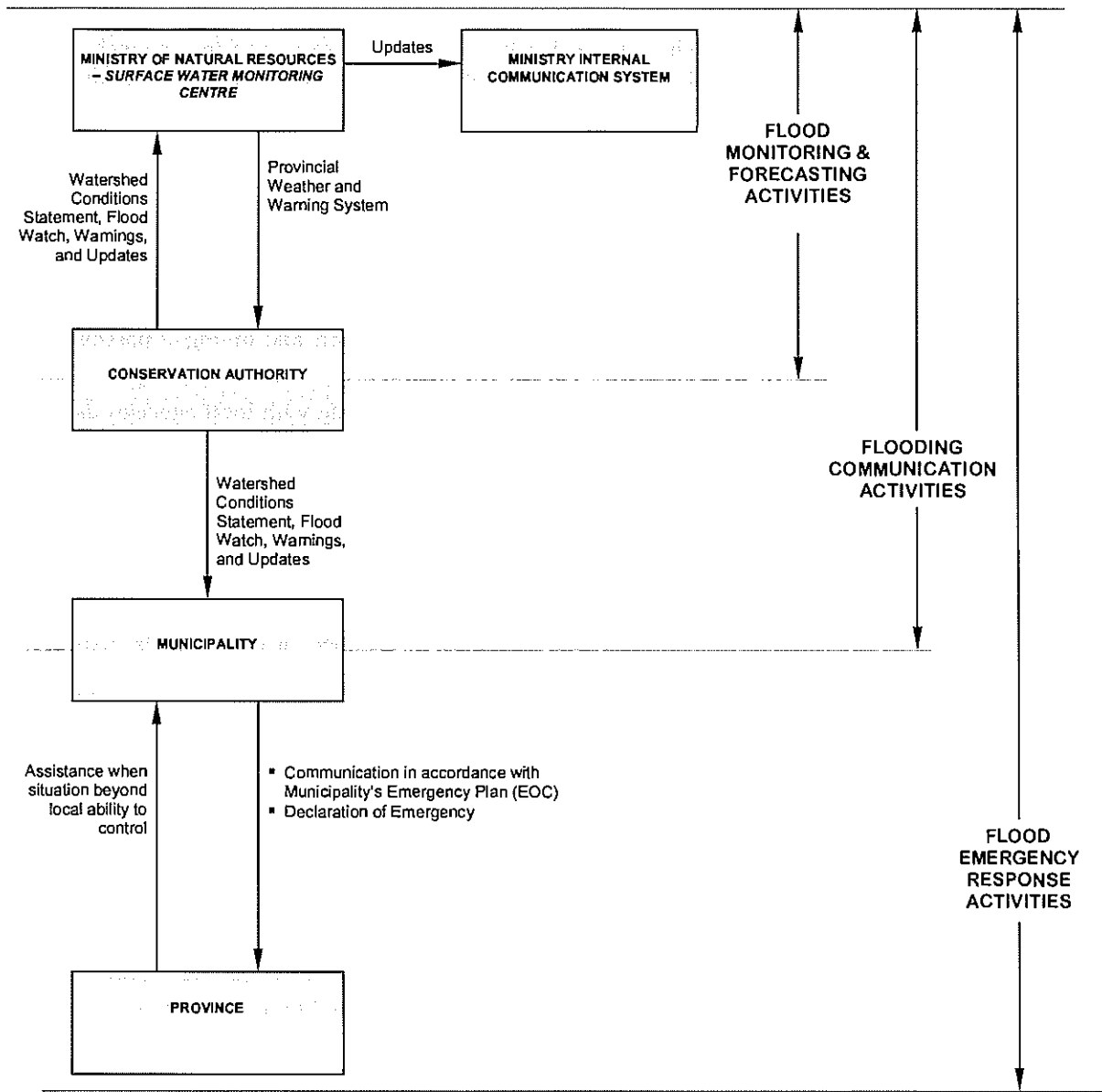
Conservation Authorities have several areas of responsibility for flooding and flood emergencies:

1. Monitor watershed and weather conditions and operate a flood forecasting system in order to provide warning of anticipated or actual flood conditions.
2. Issue Watershed Conditions Statement, Flood Watch and Flood Warning bulletins to municipalities and other appropriate agencies to advise of potential flooding.
3. Operate Conservation Authority dams and flood control structures to reduce the effects of flooding.
4. Provide advice to municipalities in preventing or reducing the effects of flooding.
5. Maintain communications with municipalities and the Surface Water Monitoring Centre of the Ministry of Natural Resources during a flood.

2.3 PROVINCIAL ROLE (SURFACE WATER MONITORING CENTRE)

1. Operate and maintain a Provincial Warning System to alert Conservation Authorities of potential meteorological events that could create a flood hazard.
2. Maintain communications with Ministry of Natural Resources' district offices regarding the status of flood situations.

2.4 INTERACTION OF AGENCIES - OVERVIEW



3.0 Flood Bulletins

A flood is defined as a situation where water levels in a watercourse exceed the channel banks. This Flood Contingency Plan is intended to outline the roles of the parties affected by and responsible for the anticipation of potential flood situations.

The Surface Water Monitoring Centre (SWMC) of the Ministry of Natural Resources provides continual weather monitoring and forecasting, which is made available to Conservation Authorities as part of their flood monitoring system. The Centre also maintains the Provincial Warning System to alert Conservation Authorities of potential meteorological events that could create a flood hazard.

Each Conservation Authority monitors, on an ongoing basis, weather forecasts and watershed conditions, and uses this information to assess the potential for flooding. When spring melt or severe storms are anticipated, the Conservation Authority estimates the severity, location, and timing of possible flooding, and provides these forecasts to local agencies.

When conditions warrant Conservation Authorities will communicate with local agencies using one of the following types of messages (Appendices A and B provide additional details).

3.1 WATERSHED CONDITIONS STATEMENT

A Watershed Conditions Statement is a general notice of weather conditions that could pose a risk to personal safety or which have the potential to lead to flooding. There are two types of Watershed Conditions Statements:

- a. Water Safety: high flows, unsafe banks, melting ice or other factors could be dangerous for recreational users, flooding not expected.
- b. Flood Outlook: early notice of the potential for flooding based on weather forecast of heavy rain, snowmelt, high wind or other conditions that could lead to high runoff, ice jams, shoreline flooding or erosion.

3.2 FLOOD WATCH

A Flood Watch is defined as a notice of the potential for flooding to occur in specific watercourses and municipalities in the near future. The Flood Watch is based upon information received by the Conservation Authority's weather monitoring systems, and is intended to provide notice to municipalities and emergency services that stream conditions and forecasted weather are expected to produce flooding. Municipalities should take measures to prepare for a possible emergency. Flood Advisories may be updated depending upon weather and runoff conditions, and will be followed by a notice of cancellation once the potential for flooding has passed.

The standard content of a Flood Watch may include:

- the date and time of issuance;
- identification of sender (Conservation Authority and person);
- recipient list;
- summary of weather forecast ;
- description of potential flood magnitude (see Appendix A) and a general assessment of flooding implications, including specific sites and issues (e.g. ice jamming), if relevant;
- date and time of next update;

- Conservation Authority contact for additional information (including adjacent Conservation Authorities when applicable).

3.3 FLOOD WARNING

A Flood Warning is defined as a notice that flooding which could be damaging to human lives or property is imminent or occurring in specific watercourses or municipalities. The Flood Warning is based upon information received by the Conservation Authority's weather monitoring systems, and is intended to provide notice to municipalities and emergency services that action is required on their part. Flood Warnings may be updated depending upon weather and runoff conditions, and will be followed by a notice of cancellation once the potential for flooding has passed.

The standard content of a Flood Warning may include:

- the date and time of issuance;
- identification of sender (Conservation Authority and person);
- recipient list;
- summary of weather forecast;
- description of potential flood magnitude (see Appendix A) and a general assessment of flooding implications;
- specific information regarding the magnitude and timing of the forecasted flooding, and the locations of anticipated problem areas;
- date and time of next update;
- Conservation Authority contact for additional information (including adjacent Conservation Authorities when applicable).

3.4 LAKE ONTARIO & GEORGIAN BAY SHORELINE HAZARD WARNING

A Lake Ontario/Georgian Bay Shoreline Hazard Warning is defined as a notice that critical high water levels and waves are imminent and/or occurring, which could result in shoreline flooding and/or erosion. This warning shall be issued to the municipalities and emergency services. The following table outlines the criteria used to determine critical high water levels and wave heights.

Table 1: Critical Water Levels and Wave Heights for Lake Ontario & Georgian Bay

Section	Critical Water Levels (cm above chart datum, IGLD, 1985)	Wave height (metres)
Niagara Region - Stoney Ck	160 cm	>1.5 m
Stoney Creek – Burlington	130 cm	>2.0 m
Oakville - Port Credit	170 cm	>2.0 m
Whitby – Bowmanville	170 cm	>2.0 m
Port Hope	160 cm	>2.0 m
Port Hope - Presqu'île	170 cm	>2.0 m
Prince Edward County	170 cm	>2.0 m
Georgian Bay –Collingwood / Wasaga Beach	130 cm	>1.0m

Notes:

- Shoreline Hazard Warnings for the Hamilton/Burlington Beach strip of Lake Ontario are issued if either critical water levels or wave criteria are met.
- Wave criteria apply only when Lake Ontario's calm water level is 90 cm above chart datum, IGLD 1985.
- IGLD (International Great Lakes Datum) is the elevation reference system used to define water levels within the Great Lakes - St. Lawrence River system because of movement of the earth's crust. The reference system is adjusted every 25-35 years.

Forecasted wind velocities are also used to predict potential shoreline flooding/erosion problems. The following chart displays the various terminologies and units usually used to describe wind velocity.

Table 2: Wind Velocity Descriptions

Wind Speed	knots (kts)	miles/hour (mph)	kilometres/hour (km/h)
Light	1-14	1-16	1-26
moderate	15-19	17-22	28-35
Strong	20-33	34-47	39-54
Gale	34-47	39-54	63-87
Storm	48-63	55-73	89-117

The following terms are also used when describing wind velocities and their influence on critical wave heights.

Wind Direction: the direction from which the wind is blowing.

Wind Setup: the vertical rise above normal water level on the leeward site of a body of water caused by wind stresses on the surface of the water.

Leeward: the direction toward which the wind is blowing, the direction toward which waves are traveling.

Wave Height: the amplitude measured from wave trough to wave crest, for offshore areas, outside the breaker line.

3.5 COORDINATING ISSUANCE OF FLOOD BULLETINS

Flood bulletins are issued by phone, fax, or electronic transmission to designated individuals within municipalities and other local agencies. These individuals, in turn, are responsible for relaying the bulletin to other relevant individuals and departments within their organizations, and activating their role as defined by this Flood Contingency Plan and their organization's Emergency Response Plan.

To streamline and coordinate communication with local agencies, a principle Conservation Authority has been assigned for each municipality. The principle Conservation Authority is responsible for issuing Watershed Conditions Statements, Flood Watches and Flood Warnings and watershed specific information will be issued by the local Conservation Authority having actual jurisdiction over an affected area.

Municipalities, local agencies, and residents requiring information or assistance should contact the local Conservation Authority having jurisdiction for the area of interest. Appendix C displays the principle Conservation Authority for each municipality in the GTA.

Notes:

4.0 Flood Response Procedures

During an actual flood, the primary responsibility for the welfare of residents and protection of property rests with the municipality. Upon receiving a flood message, municipalities should monitor their local conditions and determine the appropriate action.

During a flood, Conservation Authorities will continue to provide updated information as well as technical advice on flood mitigation.

During significant floods, municipalities should implement their Emergency Plan.

Where a flood emergency is beyond the capacity of a municipality, provincial assistance can be requested in accordance with the municipality's Emergency Plan.

During the emergency, the Conservation Authority representative will continue to advise the Surface Water Monitoring Centre of the Ministry of Natural Resources of the status of the situation. The Centre will be responsible for updating and relaying information related to the emergency to the Ministry's district offices.

4.1 PROCEDURES FOR COMMUNICATIONS AND OPERATIONS RELATED TO REGIONAL/MUNICIPAL EMERGENCY OPERATION CENTRES

The Province of Ontario through its Emergency Plans Act legislation requires all Municipalities as the lead agency defined in terms of responding to an emergency to have valid emergency plans and procedures in place. To accomplish this, each municipality will have plans, procedures and staffing dedicated to this activity. One component of this requirement is the need to have a defined Emergency Operations Centre where municipal activities can be undertaken in the event of an emergency. Within most municipalities, the risk of flooding has or will be defined as one of the types of risks that would likely occur. As such, there is a need to define how the Conservation Authorities will continue to provide advice and information to our municipalities to allow for effective emergency management of flooding events.

Under normal flooding operations where there is not a defined need to enact the Municipal Emergency response process, each Conservation Authorities will provide information as requested by their local municipalities. However, in the event of a major flooding event, which would create the situation where the municipal emergency plans would require activation, the Conservation Authorities have recognized an issue related to providing adequate staff support to this process. To address this issue, the following procedure has been defined. (To ensure the effectiveness of this procedure, each Conservation Authority will develop a working relationship within the Municipal Emergency Planning Process that they are defined as having the lead Authority status for)

Under the protocols related to Principle Conservation Authorities as defined within this document (Appendix C), a key role of the lead Conservation Authority relates to providing staff to co-ordinate flood related information and advice to the Municipal and/or Regional Emergency Operations Centres (EOC's / ROC's) to facilitate their flood response activities.

As several Conservation Authorities may manage watercourses within the jurisdiction of an individual Regional / Municipal Government, the lead Conservation Authority staff assigned to attend the EOC will

be required to provide advice on watersheds which would not be within their normal watershed area. To ensure that this system of information co-ordination and sharing proceeds in a seamless manor, the following procedures are to be in effect during those occurrences.

- 1) The lead Conservation Authority will be responsible to co-ordinate communications with their assigned Municipal or Regional emergency preparedness staff. They will discuss the need to begin the emergency response process and whether a need exists for the Regional / Municipal EOC group to assemble. The decision to assemble the Emergency Control Group is determined by the Municipal or Regional Emergency preparedness staff, and will be based upon the degree of flood threat that may be affecting the municipality and/or region.
- 2) The lead Conservation Authority will co-ordinate the assemblage and forwarding of all appropriate Conservation Authority (both Principal and Secondary) communications (flood messages) to the Regional / Municipal Emergency staff and when opened, to the Regional / Municipal EOC.
- 3) The lead Conservation Authority will co-ordinate with surrounding secondary Conservation Authorities to develop and schedule telephone conferences or discussions to ascertain specific flood related information as well as updated weather forecast information.
- 4) The lead Conservation Authority will consolidate flooding and weather information into a briefing note which will be forwarded to their representative at the Regional / Municipal EOC.
- 5) If, because of the extent of the flood event, the Regional EOC is opened, the lead Conservation Authority staff will participate at the Regional EOC and through it assist in communicating to the Municipal EOCs. Assigned staff from other Conservation Authorities may, depending on staff resources, still participate at the Municipal EOCs.
- 6) All Conservation Authorities will ensure that their internal operations manuals/procedures reflect the requirements outlined above.

4.2 SOURCES FOR SANDBAGS

The NVCA does not warrant or guarantee the services of these suppliers. The unit prices quoted were valid February 2011.

<u>Company</u>	<u>Product</u>	<u>Availability</u>
Clark Packaging Supply Inc. 8 Tracey Blvd. Brampton, Ont., L6T 5R9 Telephone: (905) 791-7734 www.clarkpackaging.com	Burlap 45¢/bag /2000 per bundle Poly 39¢/bag /1000 per bundle	Daytime Shipping Extra
Burtex Inc. 66 Bartor Road Weston, ON M9M 2G5 Telephone: (416) 745-2711 1-800-268-0908 www.burtexburlap.com	Burlap 58¢/bag /1000 per bundle Poly 58¢/bag /1000 per bundle	Daytime Art Saunders cell# 416-315-2396 Shipping Extra
Lloyd Bag Co. Ltd. 114 St. Clair St., P.O. Box 208 Chatham, Ontario, N7M 5K3 Telephone: (519) 352-9300 1-800-549-2247 Fax: 1-519-352-3413 www.lloydbag.com	Burlap ?/bag /500 per bundle Poly 33¢/bag /500 per bundle	After hours – Leave Message Minimum order to ship is 500 Shipping Extra
Polytarp Product 11 Lepage Court Toronto, Ontario, M3J 2A3 Telephone: (416) 633-2231 1-800-606-2231 www.polytarp.com	Poly 35¢/bag /250 per bundle	Daytime Prearranged Number for after hours Free Delivery on 20 bundles (1 palette) Same day shipping
Dominion Bag & Burlap 190 Brockley Drive Hamilton, Ontario, L8E 3C5 Telephone: (905) 560-4000	Burlap 55¢/bag /1000 per bundle Poly 48.5¢/bag /1000 per bundle	Daytime Prearranged Number for after hours Shipping Extra

4.3 SAND BAG DOCUMENT

Temporary Flood Protection Using Sand Bag Dikes and Walls



The efficiency of undertaking temporary flood protection can be increased by avoiding misunderstandings about the process. You may think sandbagging is a mindless process, but it requires planning and organization to be effective. Time, weather conditions, hours of darkness, and your available resources can all impact your success.

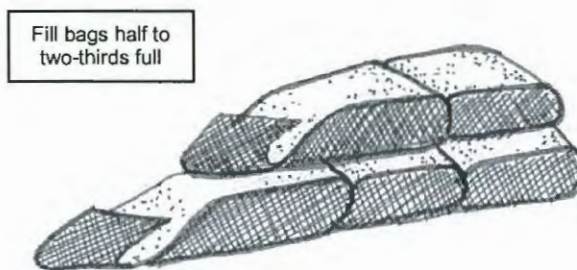
Sandbags for this purpose are a specific size 13" x 34". The size is smaller, therefore economizing on sand and are also easier to handle and put in place.

Properly filled and placed, sandbags can act as a barrier to divert moving water around structures, divert flow, hold back rising water and shore up permanent protection systems.

How to Fill and Lap Sand Bags

- Clean off all snow, ice and debris and try to strip sod before placing bottom layer
- Dig a "key" trench 1 sack deep by 2 sacks wide
- Fill bags ½ to 2/3 full (no more than 30lbs)
- When filling, you should work in pairs with one person holding the bag while the other shovels (wearing safety equipment such as glasses and steel-toed boots is preferable)
- Tying of bags is not recommended
- Loosely fold back open end and the bag on top will seal the opening, and this also allows the sand to settle for best results
- Face the "butt" of the bag upstream
- Tamp bags in place to prevent holes and to prepare a flat surface for the next bags
- Stagger the bags so that the joints alternate like bricks
- Alternate the directions of the bags "bottom layer lengthwise, next layer crosswise (for dikes)

Complete each layer before starting the next



Short Sandbag Walls

For walls four bags high or less, a simple vertical stack can work. Support the wall with "clusters" of bags every 5 feet.

Sandbag Levees

For protection from water deeper than 2 feet, the stack should form a levee or pyramidal shape.

Site Selection

Select the location for the wall or dike by taking advantage of natural land features that keep it short and as low as possible. Avoid obstructions that would weaken the dike. Do not build against a building wall. Leave room (6 to 8 feet or more) between the dike and the building for maneuvering and for pumping out any water that leaks through the wall.

Before each flood event, have a practice run, plan your strategy, find your resources and test your construction

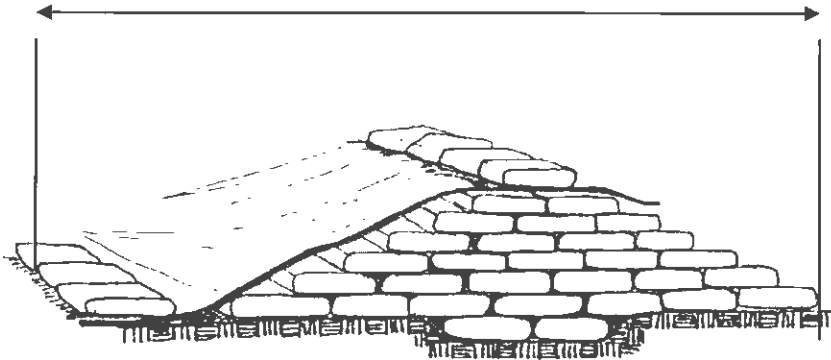
Bags Required for 100 Lineal Feet of Dike

- 600-800 bags for 1 foot dike (10-13 cubic yards sand)
- 2,000 bags for 2 foot dike (23-33 cubic yards sand)
- 3,400 bags for 3 foot dike (37-57 cubic yards sand)
- 10,000 bags for 6 foot dike (167 cubic yards sand)

Sandbag Levees or Dikes

- Do not use sandbags as the sole erosion protection or where they would be subject to wave attack
- The base of the levee should be three times as wide as the dike will be high
- If possible do not construct bearing directly against a home, leave room for working and for pumping out leakage
- To increase the height of a levee add bags to the inside and the top
- a plastic membrane (ie. 6mil plastic) on the water-side, can be used to reduce leakage, it should be loosely placed so the weight of the water does not rip it, and can be anchored into a trench, sealed with sandbags or lapped under the dike (do not walk on or puncture after it is in place)
- use a continuous roll, or leave plenty of overlap between rolls
- Use drain tile or other suitable piping to direct downspouts over the wall and not into the area between the wall and the building

Width: 3 times height



Safety

- Work safely, lift correctly and set up a "line" for passing bags
- Avoid twisting your back while filling bags
- Wear safety glasses and boots (slicing off a toe would add to your emergency situation)
- Have plenty of fresh bottled water on hand, as your well supply might become contaminated during the flood event

Large Scale Operations

- For large scale operations, filling and transporting of bags can be expedited by bag holding racks, funnels, or high speed sandbagging equipment, however this type of specialized equipment is not always available during an emergency.

Have an evacuation plan. Decide in advance when you will abandon a flood fight

This document was adapted from the following sources:

*Essex Region Conservation Authority
Manitoba Emergency Measures Organization
Safety Central
North Dakota State University of Agriculture and Applied Science
Emergency Management Branch – City of Kansas
US Army Corp of Engineers
Sacramento County Department of Water Resources
LSU AgCenter*

For further information contact the Engineering Department of the NVCA at (705) 424-1479 or by fax at (705) 424-2115
Our web site address is www.nvca.on.ca

Disclaimer: This document provides only basic information about temporary flood protection. Sandbags do not guarantee protection or water-tightness and other measures may also be required as backup in case of failure, or for protection from other threats such as sewer backup.

Appendix A: Flood and Weather Terminology

A.1 STANDARDIZED DESCRIPTION OF FLOOD MAGNITUDE

In order to improve the understanding of flood messages sent by the various Conservation Authorities, all Watershed Conditions Statements, Flood Watches and Flood Warnings should include the following terminology to describe the magnitude of anticipated flooding.

<i>No Flooding:</i>	Water levels remain within channel banks.
<i>Nuisance Flooding:</i>	Flooding of low lying lands. However, road access remains available and no structures will be flooded.
<i>Minor Flooding:</i>	Potential for some structural flooding and sections of road access may be impassable. No evacuation is required.
<i>Major Flooding:</i>	Potential for significant basement flooding, some 1st floor flooding, and significant road access cuts. Evacuation possibly required.
<i>Severe Flooding:</i>	Potential for many structures to be flooded, major disruption of roads and services. Evacuation is required due to risk to life and major damages to residential, industrial, commercial and/or agricultural sites. The event may produce negative environmental impacts caused by spills of hazardous substances such as sewage, oils, chemicals, etc., that pose a threat to public safety and/or to the eco-system.

A.2 WEATHER FORECAST TERMINOLOGY AND DEFINITIONS

A key component of Conservation Authorities' flood forecasting systems is the ability to interpret weather forecasts. To facilitate this, a report has been compiled containing explanations of the most commonly used weather forecasting terms.

Since the flood warning systems operator is primarily concerned with flooding, this section will only cover those terms relating to precipitation.

Terms such as *drizzle*, *rain*, or *snow* are used to indicate the occurrence of precipitation. The various forms of precipitation are defined as follows:

<i>Drizzle:</i>	Fairly uniform precipitation composed exclusively of fine drops with diameters of less than 0.5 mm, falling very close together. Drizzle appears to flow while following air currents.
<i>Rain:</i>	Precipitation, in the form of drops larger than 0.5 mm.
<i>Snow:</i>	Precipitation of snow crystals, predominantly in the form of six-pointed stars.

These terms may be accompanied by qualifying words and numbers to provide further detail regarding the intensity, amount and proximity of the precipitation. Qualifiers may be used in various combinations to describe weather phenomena.

The intensity qualifiers that are used are: *light*, *moderate*, or *heavy*, in accordance with the following charts.

Table A.1: Intensity of Rain Based on Rate of Fall

Intensity	Criteria
Light	Up to 2.5 mm per hour; maximum 0.25 mm in 6 minutes.
Moderate	2.6 mm to 7.5 mm per hour; more than 0.75 mm in 6 minutes.
Heavy	More than 7.6 mm per hour; more than 0.75 mm in 6 minutes.

Table A.2: Estimating Intensity of Rain

Intensity	Criteria
Light	From scattered drops that, regardless of duration, do not completely wet an exposed surface, up to a condition where individual drops are easily seen.
Moderate	Individual drops are not clearly identifiable; spray is observable just above pavements and other hard surfaces.
Heavy	Rain seemingly falls in sheets; individual drops are not identifiable; heavy spray to heights of several inches is observed over hard surfaces.

It is often difficult to accurately forecast the amount of rain expected, due to the subjective nature of computer model interpretation, and the large areas for which computer models are applied.

The actual amounts of precipitation received are dependent on how the system reacts to the conditions and topography as it crosses your specific location. The presence of water bodies in particular will cause the weather to differ over relatively short distances.

For example, when a forecaster predicts that South Central Ontario will receive 25 mm today, this *does not* mean that your specific area will receive exactly 25 mm, or even a maximum quantity of 25 mm. What this *does* mean is that, generally, over the area of south central Ontario, and given that current conditions remain the same, 25 mm are *likely* to fall over your location.

When a range is given, such as 10-20 mm, this implies a degree of uncertainty on the part of the forecasters with respect to the exact tracking of a system. The various computer models used may not be in agreement with regards to the estimated rainfall. Therefore, the forecaster is covering each possibility by using a range.

The terms *showers* and *thunderstorms* are used to further qualify the type of precipitation and weather phenomena that are expected.

Showers: Precipitation that stops and starts again abruptly, changes intensity rapidly, and is usually accompanied by rapid changes in the appearance of the sky.

Thunderstorm: A local storm produced by cumulonimbus clouds, and is accompanied by lightning and/or thunder. Thunder storms are essentially overgrown showers that produce thunder and lightning.

The probability of precipitation is another qualifier frequently used in forecasts. The probability of precipitation represents the likelihood of the occurrence of measurable precipitation at any point in the region. Thus a probability of 30 per cent means that out of 100 similar situations, precipitation should occur 30 times.

Rain, snow, periods of rain, or intermittent rain or snow will normally appear with probabilities of 90 or 100 per cent, and indicate that a major weather system will affect the region. The amount of precipitation may vary.

The terms *showers*, *flurries* or *occasional rain* (or snow) imply that the precipitation will not be continuous, and any point in the region is likely to get a measurable amount. These terms are normally combined with probabilities in the 60 to 80 per cent range.

The term *scattered* is used to qualify the terms *showers* and *flurries* when only a portion of the region is expected to get measurable precipitation. The probabilities associated with *scattered showers* are in the 30 to 50 per cent range.

When *isolated thunderstorms* are forecast, a probability of precipitation of 10 or 20 per cent is normally applied. Only a small part of the region is likely to get rain, but those areas that do are likely to get

intense heavy rain for short periods. Thunderstorms may occur during a continuous rain (i.e., embedded thunder storms). Hail, strong winds, and even tornadoes can result from severe thunderstorms.

A.3 WEATHER TERMINOLOGY IN FLOOD BULLETINS

When issuing a flood message to our clients (i.e., the municipalities), the operator of the flood warning system cannot reasonably expect the client to remember all these definitions or expect the client to locate these definitions quickly in an emergency situation.

Therefore, it becomes important to use enough detail in the flood messages to make any technical terms self-explanatory. For example, the term “heavy rainfall” should be accompanied by the estimated quantity as well as the estimated duration (i.e., over the next 12 hours). A sufficient number of qualifiers should be used to make the message clear to the intended reader.

Notes:

Appendix B: Sample Flood Messages

B.1 SAMPLE WATERSHED CONDITIONS STATEMENTS

WATERSHED CONDITIONS STATEMENT: WATER SAFETY

ISSUED February 20, 2014 (9:00 AM)

Flood Potential: Low

Ice Jam Potential: Moderate



Issued to the following groups:

- 1) Municipalities and Local Conservation Authorities
- 2) School Boards and Police
- 3) Media
- 4) Conservation Authority Chair, Vice Chair & C.A.O.

The Nottawasaga Valley Conservation Authority advises that warm temperatures and rain over the next 24 hours will cause our snowpack to begin melting and increase flows in area watercourses. The public and especially children are advised to stay away from all area water bodies as unstable ice cover, slippery banks and fast flowing watercourses will result in dangerous conditions.

Current weather forecasts are calling for rain accumulation of 10 mm to 20 mm and above freezing temperatures from Thursday into Friday. Melting snow and runoff may result in moderate increases in stream flows. No major flooding or ice jams are anticipated. However, local conditions may vary and at this time of year there is always the potential for localized flooding and ice jams especially given the significant snowpack in the watershed.

The Nottawasaga Valley Conservation Authority continues to monitor river and stream conditions and will issue additional messages as conditions warrant. This Bulletin will be in effect until Wednesday, February 26, 2014.

For additional information, please call 705-424-1479 and select option "1" for the flood information line or check our website at: www.nvca.on.ca

Flood Warning Coordinator

NOTE: A Watershed Conditions Statement is a general notice of weather conditions that could pose a risk to personal safety or which have the potential to lead to flooding. A Water Safety message indicates that high flows, unsafe banks, melting ice or other factors could be dangerous for recreational users such as anglers, canoeists, hikers, children, pets, etc. Flooding is not expected.

WATERSHED CONDITIONS STATEMENT: FLOOD OUTLOOK

ISSUED March 27, 2014 (3:30 PM)

Flood Potential: Moderate

Ice Jam Potential: Moderate



Issued to the following groups:

- 1) Municipalities and Local Conservation Authorities
- 2) School Boards and Police
- 3) Media
- 4) Conservation Authority Chair, Vice Chair & C.A.O.

The Nottawasaga Valley Conservation Authority advises that milder temperatures and precipitation ranging from 15-25 mm are expected into Friday evening. This will result in melting snow and fast flowing, cold water in rivers and streams, creating dangerous conditions for anyone near watercourses.

Environment Canada is forecasting temperatures up to 10° C Friday, followed by a cooler Saturday and up to 5° C on Sunday. Precipitation will begin Thursday evening and continue through Friday with rainfall accumulations expected in the range of 15 – 25 mm.

There is still significant water stored in the snowpack and the melting snow and rainfall will cause area watercourses to rise, resulting in possible flooding of low lying areas. The rising flows will create a risk for ice jam flooding with very little warning. No major flooding is anticipated.

The public, especially children, are advised to stay away from all area water bodies including ice covered lakes and rivers. Unstable ice and cold, fast flowing water with icy, slippery banks will result in dangerous conditions.

The Nottawasaga Valley Conservation Authority continues to monitor river and stream conditions and will issue additional messages as conditions warrant. This Bulletin will be in effect until Monday March 31, 2014.

For additional information, please call 705-424-1479 and select option "1" for the flood information line or check our website at: www.nvca.on.ca

Flood Warning Coordinator

NOTE: A Watershed Condition Statement for Flood Outlook is issued as an early notice of the potential for flooding based on weather forecast of heavy rain, snow melt, high wind or other conditions that could lead to high runoff, ice jams, shoreline flooding or erosion.

B.2 SAMPLE FLOOD WATCH

FLOOD WATCH

ISSUED April 3, 2014 (4:00 PM)

Flood Potential: Moderate

Ice Jam Potential: High



Issued to the following groups:

- 1) Municipalities and Local Conservation Authorities
- 2) School Boards and Police
- 3) Media
- 4) Conservation Authority Chair, Vice Chair & C.A.O.

The Nottawasaga Valley Conservation Authority advises that the Flood Outlook Statement issued March 31, 2014 is now upgraded to a Flood Watch.

Current weather forecasts for tomorrow are predicting 10-15 mm of rainfall and a daily high of 8 degrees celcius. This rain combined with snowmelt will cause ice cover to soften and snow to melt at a faster pace. The risk of ice break up and ice jamming is high. Water could overflow banks. Unstable ice, high water levels and cold, fast flowing water in rivers and streams will create dangerous conditions. Widespread flooding is not anticipated.

Municipalities, emergency services and individual landowners in flood-prone areas should be on alert.

The public and especially children are advised to stay away from all area water bodies including ice covered lakes and rivers.

The Nottawasaga Valley Conservation Authority continues to monitor river and stream conditions and will issue additional messages as conditions warrant. This Flood Advisory will be in effect until 4:30 PM April 7, 2014.

For additional information, please call 705-424-1479, pick "1" for the flood information line or check our web site at: www.nvca.on.ca

Flood Warning Coordinator

NOTE: A Flood Watch is a notice that the potential for flooding in the near future exists in specific watercourses and municipalities. Flood Watches may be issued when stream conditions and weather are expected to produce flooding.

B.3 SAMPLE FLOOD WARNING

FLOOD WARNING

ISSUED March 20, 2010 (10:30 AM)

Flood Potential: High



Issued to the following groups:

- 1) Municipalities and Local Conservation Authorities
- 2) School Boards and Police
- 3) Media
- 4) Conservation Authority Chair, Vice Chair & C.A.O.

The Nottawasaga Valley Conservation Authority advises that high flows are expected throughout the watershed region. In particular, low lying areas and areas of historic spring flooding, including the communities of Creemore, Stayner, Angus, and Innisfil.

Between 25-30 mm of rain has fallen on our watershed within the last 24 hrs and the temperature has been above freezing for more than 48 hours. The forecast is for temperatures to return to below freezing this morning and the rain is expected to change to snow.

The combined melted snow and rain is causing area watercourses to reach flood levels. The threat of flooding from ice jams remains as some watercourses are still reporting ice cover.

The public and especially children are advised to stay away from all area water bodies as unstable ice conditions, slippery banks and cold water may result in a life threatening accident.

Municipalities within the watershed need to monitor watercourse conditions closely until flows subside. The Nottawasaga Valley Conservation Authority will continue to monitor river conditions and will issue updated flood messages as conditions warrant.

This warning will be in effect until Friday March 23, 2010.

For additional information, please call 705-424-1479, pick "1" for the flood information line or check our web site at: www.nvca.on.ca

Flood Warning Coordinator

NOTE: A Flood Warning is a notice that flooding which could be damaging to human lives or property is imminent or occurring in specific watercourses or municipalities.

Notes:

Appendix C: Principal Conservation Authorities

Key:

P	Principal Conservation Authority Contact for Alert/Advisory Messages and Contact List Updates
Pc	Principal Conservation Authority Contact for Contact List Updates
Pa	Principal Conservation Authority Contact for Alert/Advisory Messages
S	Conservation Authority which shares a portion of a Municipality
HRCA	Halton Region Conservation Authority
CVCA	Credit Valley Conservation Authority
TRCA	Toronto and Region Conservation Authority
LSRCA	Lake Simcoe Region Conservation Authority
CLOCA	Central Lake Ontario Conservation Authority
GRCA	Ganaraska Region Conservation Authority
NVCA	Nottawasaga Valley Conservation Authority

CONSERVATION AUTHORITIES - MUNICIPAL CONTACT LIST

Municipality	HRCA	NVCA	CVCA	TRCA	LSRCA	CLOCA	GRCA
DUFFERIN COUNTY			P				
Town of Orangeville			P				
Township of East Garafraxa			P				
Township of Mono		S	S	P			
Township of Mulmur		P					
Township of Melancthon		P					
Township of Amaranth		P					
Town of Shelburne		P					
GREY COUNTY							
Municipality of Grey-Highlands		P					
Town of the Blue Mountains		P					
DURHAM REGION				S	S	P	S
Town of Pickering				P		S	
Town of Ajax				P		S	

Continued

CONSERVATION AUTHORITIES - MUNICIPAL CONTACT LIST (CONTINUED)

Municipality	HRCA	NVCA	CVCA	TRCA	LSRCA	CLOCA	GRCA
Township of Brock					P		
Township of Uxbridge				S	P	S	
Township of Scugog					P	S	
Town of Whitby						P	
City of Oshawa						P	
Municipality of Clarington						P	S
HALTON REGION	P		S				
City of Burlington	P						
Town of Halton Hills	S		P				
Town of Milton	P		S				
Town of Oakville	P						
CITY OF HAMILTON	P						
NORTHUMBERLAND COUNTY							P
Township of Hope							P
Town of Port Hope							P
Town of Cobourg							P
Township of Hamilton							P
Township of Haldimand							P
PEEL REGION			P	S			
City of Mississauga	S		P	S			
City of Brampton			P	S			
Town of Caledon			P	S	S		
Township of Millbrook North Monaghan							P
SIMCOE COUNTY		S			P		
Township of Adjala-Tosorontio		P		S			
Town of Innisfil		S			P		
Town of New Tecumseth		P			S		
Town of Bradford West Gwillimbury		S			P		
Township of Oro-Medonte		P			S		
Township of Ramara					P		
Township of Springwater		P					

Continued

CONSERVATION AUTHORITIES - MUNICIPAL CONTACT LIST (CONTINUED)

Municipality	HRCA	NVCA	CVCA	TRCA	LSRCA	CLOCA	GRCA
Township of Clearview		P					
Town of Wasaga Beach		P					
Town of Collingwood		P					
Township of Essa		P					
CITY OF BARRIE		S			P		
CITY OF TORONTO				P			
CITY OF KAWARTHA LAKES					P		
WELLINGTON COUNTY	S		P				
Township of Puslinch	P						
Town of Erin			P				
YORK REGION				P	S		
Town of Markham				P			
City of Vaughan				P			
Town of Richmond Hill				P	S		
Town of Whitchurch/Stouffville				P	S		
Town of Georgina					P		
Township of King				S	P		
Town of Aurora					P		
Town of Newmarket					P		
Town of East Gwillimbury					P		

Appendix E: Distribution List

Nottawasaga Valley Conservation Authority Flood Contingency Plan Distribution List

	No. of Copies (Electronic)
• Simcoe, County of (Manager of Emergency Services)	1
• Dufferin, County of	1
• Grey, County of	1
• Adjala-Tosorontio	1
• Amaranth, Township of	1
• Bradford West Gwillimbury, Town of	1
• Blue Mountains, Town of	1
• Barrie, City of	1
• Collingwood, Town of	1
• Clearview, Township of	1
• Essa, Township of	1
• Grey Highlands, Municipality of	1
• Innisfil, Town of	1
• Mulmur, Township of	1
• Mono, Town of	1
• Melancthon, Township of	1
• New Tecumseth, Town of	1
• Oro-Medonte, Township of	1
• Shelburne, Town of	1
• Springwater, Township of	1
• Wasaga Beach, Town of	1
• Provincial Emergency Response Coordinator	1
• EMO Community Officer	1
• MNR District Office, Midhurst	1
• MNR SWMC, Peterborough	1
• OPP, Beeton	1
• County of Simcoe Paramedic Services	1

Appendix F: Flood Damage Centres

Flood Damage Centres are those areas within the watershed that are known to be susceptible to damages during flood situations. As a result, these areas are observed on a continuous basis to evaluate the extent of damage that occurs under various degrees of flooding.

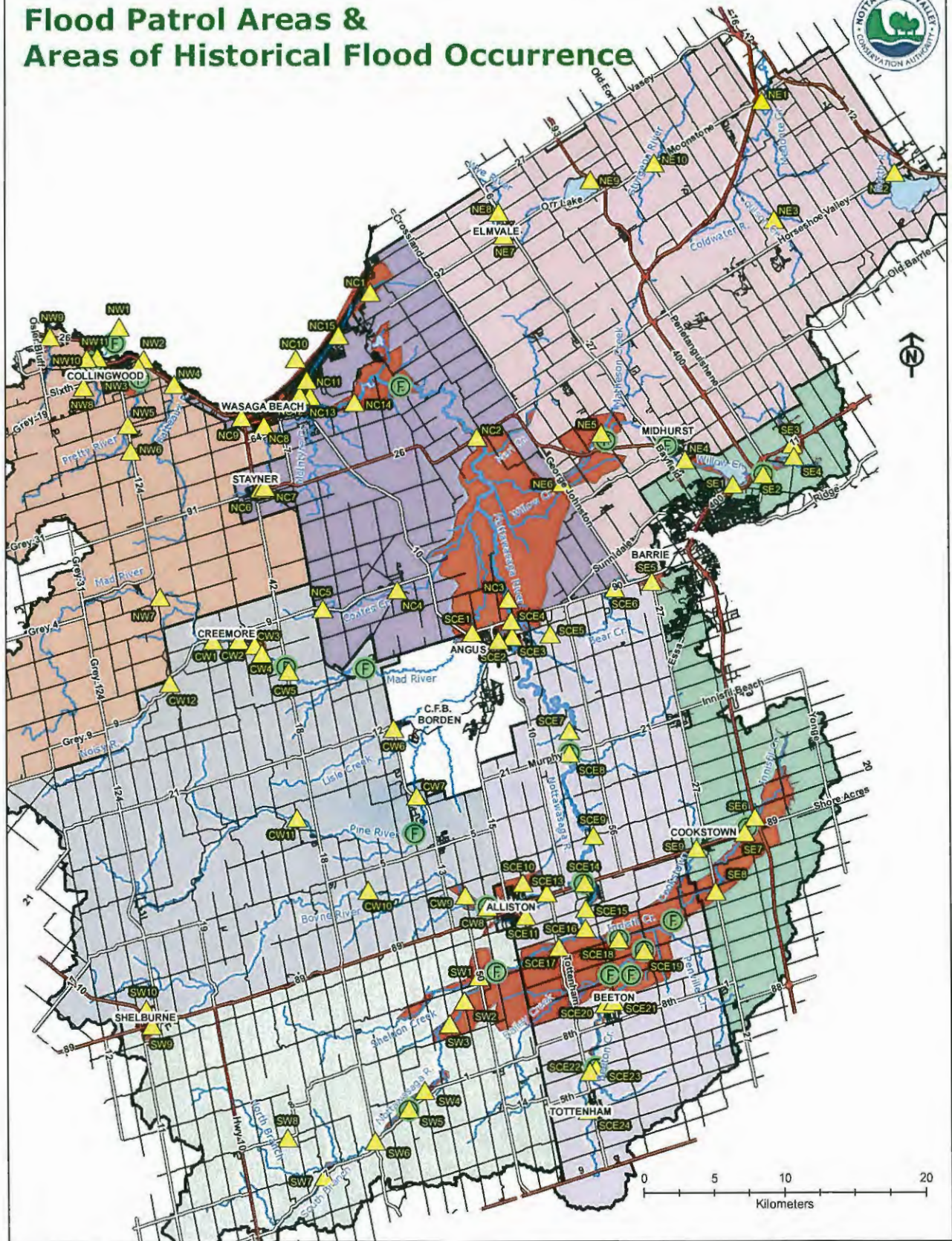
FIGURE 2: Flood Patrol Areas and Areas of Historical Flood Occurrence (follows this page)

Appendix F: Flood Damage Centres

Flood Damage Centres are those areas within the watershed that are known to be susceptible to damages during flood situations. As a result, these areas are observed on a continuous basis to evaluate the extent of damage that occurs under various degrees of flooding.

FIGURE 2: Flood Patrol Areas and Areas of Historical Flood Occurrence (follows this page)

Flood Patrol Areas & Areas of Historical Flood Occurrence



Legend

- | | | | |
|------------------------|---------------------------|------------------|--------------------|
| Flood Patrol Locations | Flood Patrol Areas | North West | Provincial Highway |
| Stream Gauges | C.F.B. Borden | South Central | County Road |
| | Central West West | South East | Local Road |
| | North Central | South West | Watercourse |
| | North East | Flood Prone Area | Waterbody |

NVCA FLOOD PATROL STATIONS

South West (Amaranth/Mono/Adjala-Tosorontio/Shelburne)

Contact: Chris Hibberd

Work: (705) 424-1479 Ext 229

Cell: (705) 309-0410

	Site	Lot	Conc	Municipality	Watercourse	Nearest Road or Intersection	Description	MEASURE LEVEL	Comments
SW1	Rosie Trailer Park	26	6	Adjala-Tos	Sheldon	Hwy 50	campground floods		
SW2	Con 5	22	3	Adjala	Nottawasaga	Conc Rd 4	Campground	YES	From bridge deck
SW3	River Road	22	3	Adjala-Tos	Nottawasaga	Small Lane - Concession Rd 4		YES	From bridge deck
SW4	Con2	15	2	Adjala-Tos	Nottawasaga	Hockley Rd/Con 2	Cottages, roads		
SW5	Village of Hockley	14	1	Adjala-Tos	Nottawasaga	Hockley Rd	stream gauge		May be req'd to check gauge
SW6	County Road 18 (Airport Road)	12	7	Mono	Nottawasaga	County Road 18/Hockley Road	Cottages		
SW7	Glen Cross	10	9	Mono	Nottawasaga	Hockley Rd	1st bridge north of Hockley Road		
SW8	Mono Centre Office	16	2	Mono	Nottawasaga	15th Sideroad - 2nd Line	Weather Station		Mounted to public works bld
SW9	Besley Drain	32	2	Shelburne	Besley Drain		municipal drain		
SW10	Shelburne	2	2	Shelburne	Nottawasaga		Town of Shelburne waterways		

North Central (Clearview/Springwater/Wasaga Beach/Stayner)

Contact: Dave Featherstone

Work: (705) 424-1479 Ext 242

Cell: (705) 321-9275

	Site	Lot	Conc	Township	River	Nearest Road or Intersection	Description	LEVEL	Comments
NC1	Sturgeon Creek	10	22		Sturgeon Cr	Deerbrook/Nida	Upstream of mouth		Low Lying Homes
NC2	Edenvale	21	1	Springwater	Nottawasaga	Hwy 26/Glengarry Road S	widespread flooding	YES	From bridge deck
NC3	Clearview	2	23	Clearview	Nottawasaga	Don Ross Drive	Homes		Low lying homes, road floods
NC4	New Lowell Dam	10	4	Clearview	Coates Creek	Hogback Road/County Road 9	New Lowell Dam	YES	
NC5	County Road 9	1	4	Clearview	Coates Creek	County Road 9 / 3/4 SDR	Homes	YES	Low Lying Homes
NC6	Stayner	24	3	Clearview	King St Drain	Hwy 26 - County Road 42	ice jams		Ice and grate plugging
NC7	Stayner	25	2	Clearview	Lamont Cr	Hwy 26 / Road 91	Homes		Low Lying Homes
NC8	Trillium Creek	32	2	Wasaga Beach	Trillium Cr	Ramblewood	various locations		Low Lying Homes
NC9	Wasaga Beach	34	3	Wasaga Beach		Cedar Grove Park along Hwy 26	ditch along highway 26 at Cedar Grove Park		
NC10	Shoreline			Wasaga Beach	Georgian Bay		Waves, storm surges		
NC11	Wasaga Beach	4	16	Wasaga Beach	Nottawasaga	River Road			
NC12	Wasaga Beach	3	15	Wasaga Beach	Nottawasaga	Oxbow Pk Drive	Visual levels at public access point to the South of #686 Oxbow Park Drive and #208		Low Lying Homes, ice jam location
NC13	Wasaga Beach	4	15	Wasaga Beach	Nottawasaga	Knox Street E	Homes		Low Lying Homes
NC14	Wasaga Beach	9	16	Wasaga Beach	Nottawasaga	Klondike Pk Road	Klondike Park Bridge, through deck drain	YES	From bridge deck
NC15	Wasaga Beach	9	16	Wasaga Beach	Nottawasaga	Mosley-between 4th and 5th	Nancy Island Area and Mouth of the River		Ice Jam Location

North East (Oro-Medonte/Springwater)

Contact: Byron Wesson

Work: (705) 424-1479 Ext 224

Cell: (705) 333-9936

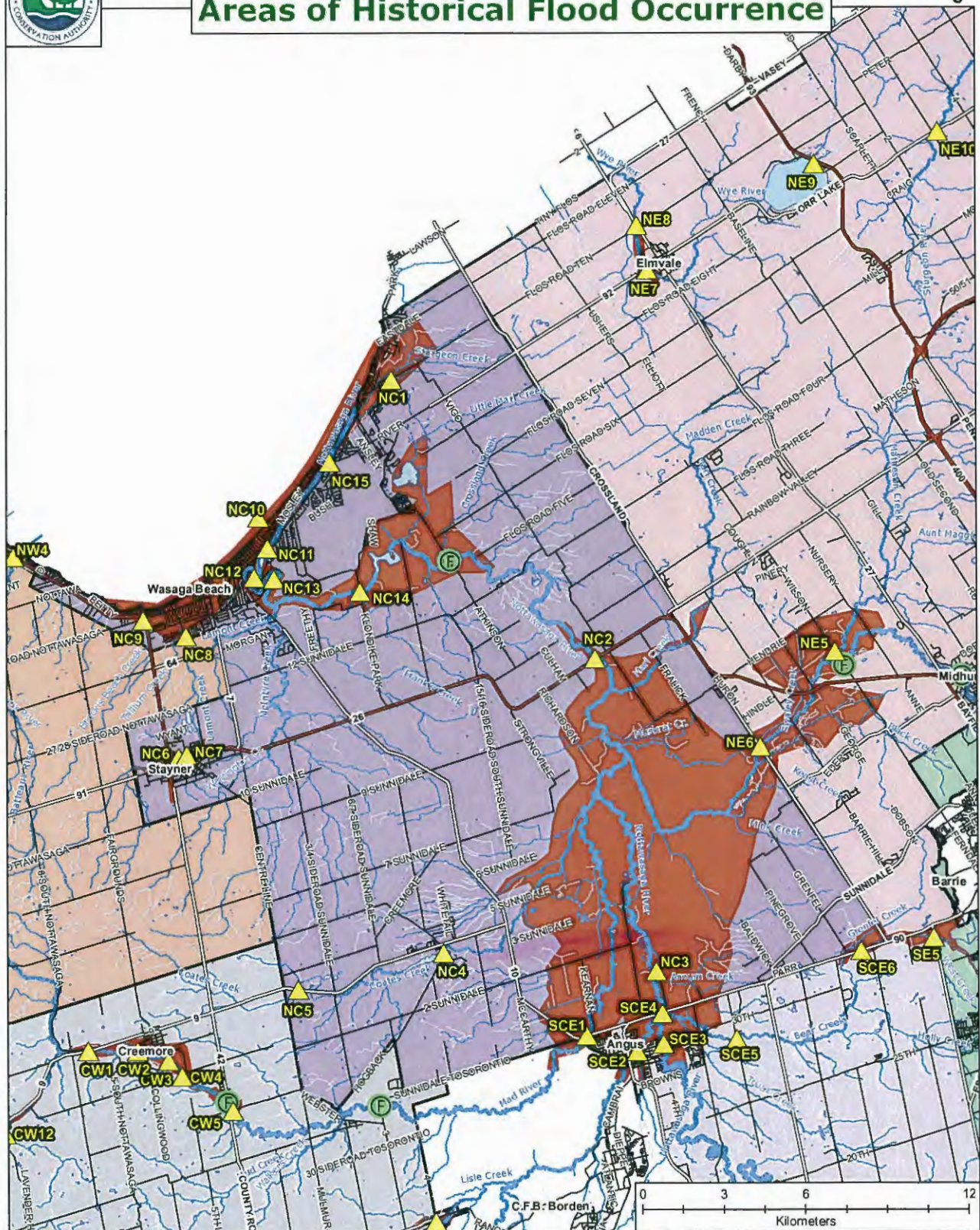
	Site	Lot	Conc	Township	River	Nearest Road or Intersection	Description	LEVEL	Comments
NE1	Coldwater River - Moonstone Rd.	15	10	Oro-Medonte	Coldwater	Moonstone Road East of the 400 - Between Line 9 & 10	Road overtopping	YES	Cronic problem - 6" over road
NE2	Bass Lake - East/South Shore	2	14	Oro-Medonte	North	Horshoe Valley Road / Line 13 North		YES	Shoreline Property
NE3	Coulson Tributary of Coldwater River	3	7	Oro-Medonte		Mill Pond Rd. east of Line 6			
NE4	Willow Creek - St. Vincent Street	15	3	Springwater	Willow	St. Vincent		YES	Staff Gauge on East Side of Bridge
NE5	Willow Creek - Con 7 & 8	7	7	Springwater	Willow	Wilson Drive / Hwy 26		YES	measuring location
NE6	Willow Creek at County Road 28	10	9	Springwater	Willow	George Johnston Road	wide floodplain		
NE7	Wye River in Elmvalle	6	8	Springwater	Wye	Highway 92 - Heritage Park		YES	From bridge deck
NE8	Springwater Waste Water Treatment Plant	4	10	Springwater	Wye	Flos Road 10	east of County Rd. 27		
NE9	On Lake - East and North Shore	66	1	Springwater	Wye	Penetanguishene Road			Shoreline property
NE10	Sturgeon River - Line 3 North			Oro-Medonte	Sturgeon	Line 3 North / Moonstone Road West		YES	Low lying homes

South Central East (New Tecumseth/Essa) Contact: Jeff Andersen Work: (705) 424-1479 Ext 238 Cell: (705) 321-2612									
	Site	Lot	Conc	Township	River	Nearest Road or Intersection	Description	LEVEL	Comments
SCE1	Angus	18	1		Mad River	County Road 10	d/s side, top of rail to water	YES	Road closures
SCE2	Angus	31	3	Essa	Pine River	end of Water Street			Low lying homes, road floods
SCE3	Angus	31	3	Essa	Nottawasaga	Centre Street - 30th Sideroad	From deck to water level at the gauge pole	YES	
SCE4	Angus	32	4	Essa	Nottawasaga	County Rd 90			
SCE5	Utopia Dam	29	6	Essa		6th Line - 30th Sideroad	NVCA Dam & Reservoir	YES	
SCE6	Duffers Dugout	32	9	Essa	Bear Cr	Hwy 90			Low lying homes
SCE7	Nottawasaga River	18	6	Essa	Nottawasaga	Trillium Lane, east of county Rd. 56, north of county Rd. 21			
SCE8	Baxter Gauge	16	5	Essa	Nottawasaga	County Rd 21	Water Survey Canada Gauge Station 02ED003	ONLY IF REQUESTED	May need manual reading from tape
SCE9	Nottawasaga River	6	5	Essa	Nottawasaga	6th lin / 5th sideroad			
SCE10	Alliston	3	1	New Tecumseth	Wilson Drain	Boyne Street		YES	
SCE11	Alliston	14	2	New Tecumseth	Spring Creek	Railway			
SCE12	Alliston	1	7	New Tecumseth	Boyne River	King St. just north of Victoria St.	box culvert downstream of King St. @ townhouse complex	YES	Sewage Treatment Plant
SCE13	Alliston	1	2	New Tecumseth	Boyne River	Boyne Street			
SCE14	Nicholson Dam	1	5		Nottawasaga	Highway 89	Private Dam		Ice Jam location, dam
SCE15	Briar Hill	9	13		Nottawasaga	14th Line		YES	From bridge deck
SCE16	Innisfil Creek	9	12	New Tecumseth	Upper Nottawasaga convergence	13 th Sideroad west of 10th sdrd	potential flood site accessed only through private drive just before west side of bridge		
SCE17	Tottenham Road	6	12	New Tecumseth	Nottawasaga	County Rd 10		YES	Municipal Water well
SCE18	Innisfil Gauge	13	12	New Tecumseth	Innisfil Creek	12th Line	Water Survey Canada Gauge Station 02ED029	ONLY IF REQUESTED	May need manual reading from tape
SCE19	Beeton Creek	15	10	New Tecumseth	Beeton Creek	west of 11th line to Siderd.15	Beeton Cr. & Bailey Cr. Converge into Innisfil Cr.		
SCE20	Village of Beeton	10	9	New Tecumseth	Hendrie Drain	Stewart Street			
SCE21	Village of Beeton	10	8	New Tecumseth	Beeton Creek	9th Line		YES	Low lying homes
SCE22	Vienneau Dam	6	5	New Tecumseth	Beeton Creek Tributary	Tecumseth Heights Dr., off 6th Line east of Tottenham Rd.	Ice control structure		
SCE23	Beeton Gauge	7	5	New Tecumseth	Beeton Creek	6th Line - E of Tottenham Road	Water Survey Canada Gauge Station 02ED100	ONLY IF REQUESTED	
SCE24	Tottenham Dam	5	3	New Tecumseth	Beeton Creek	4th Line	NVCA Dam & Reservoir	Staff Gauge	Check reservoir water level to spillway elevation
North West (Clearview/Blue Mountain/Collingwood/Grey Highlands) Contact: Rick Grillmayer Work: (705) 424-1479 Ext 230 Cell: (705) 718-8461									
	Site	Lot	Conc	Township	River	Nearest Road or Intersection	Description	LEVEL	Comments
NW1	Shoreline Flooding			Collingwood	Georgian Bay				Shoreline property
NW2	Ice Diversion Structure	43	7	Collingwood	Pretty River	Oliver Crescent	Ice diversion structure		Homes cut off from standard emergency assistance
NW3	Pretty River	43	7	Collingwood	Pretty River	Hume St	NVCA Dyke		Overlapping emergency
NW4	Batteaux Cr	39	6	Collingwood	Batteaux Cr	Beachwood Rd (Old Highway 26)			Ice jam location, low lying homes
NW5	Village of Nottawa	37	8	Clearview	Pretty River	County Rd 124 - 36/37 Sideroad		YES	Upstream of damage centre in Collingwood
NW6	Village of Nottawa	34	9	Clearview	Pretty River	County Rd 124 - 33/34 Sideroad		YES	Low Lying Homes, ice jam location
NW7	Glen Huron (Devil's Glen Ski)	16	8	Clearview	Mad River	Conc 8- Station St			
NW8	Collingwood	42	10	Collingwood	Black Ash	Poplar Sideroad - Con 10 N Nottawasaga Rd			
NW9	Silver Creek	49	12	Collingwood	Silver Creek	Highway 26		YES	From bridge deck
NW10	Collingwood	44	10	Collingwood	Black Ash	Mountain Road		YES	
NW11	Collingwood	45	9	Collingwood	Black Ash	Highway 26		YES	

[illegible]



Flood Patrol Areas & Areas of Historical Flood Occurrence

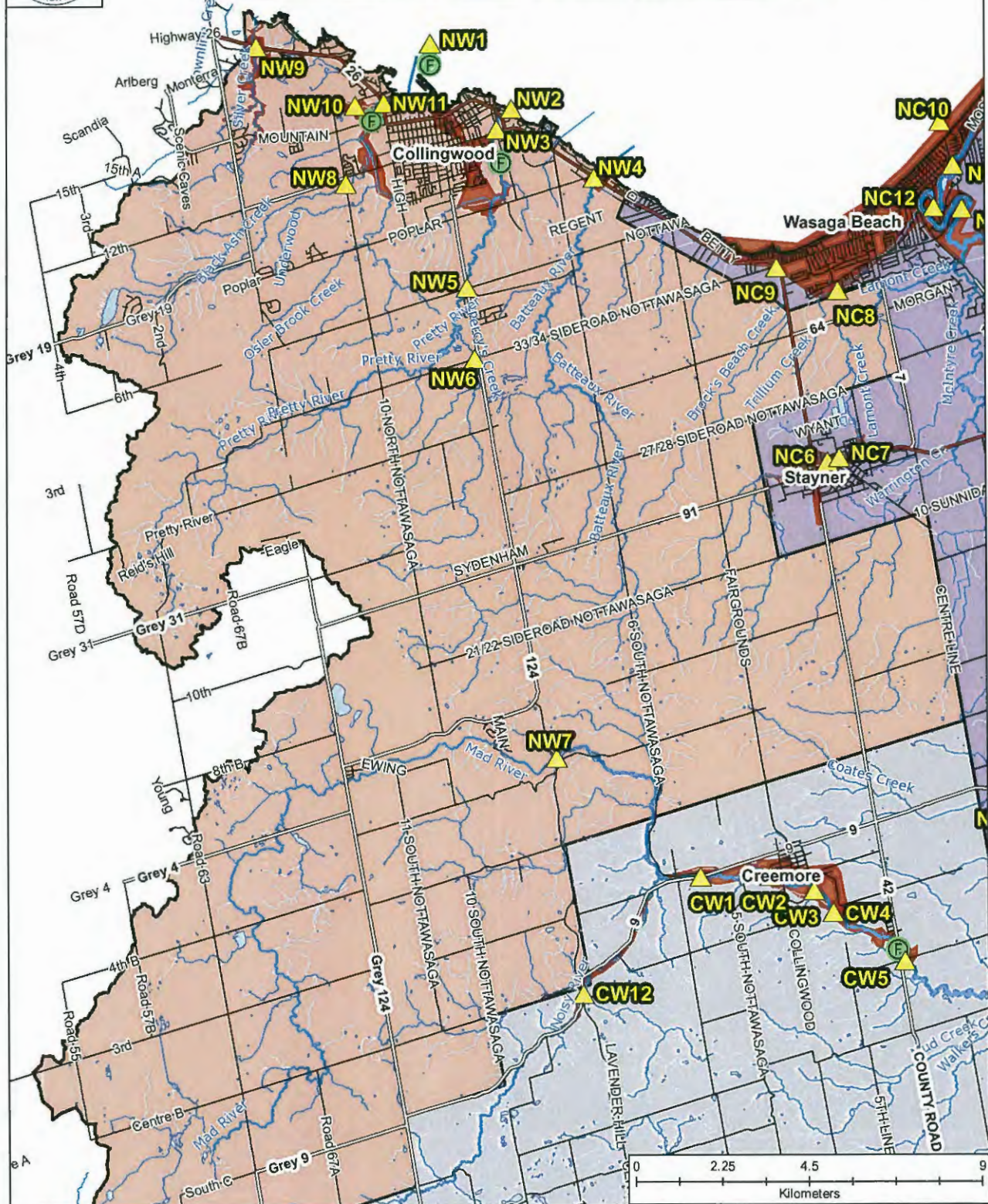


Legend

- | | | | |
|-----------------------|---------------------------|---------------|--------------------|
| Flood Patrol Location | Flood Patrol Areas | North West | Provincial Highway |
| Stream Gauge | C.F.B. Borden | South Central | County Road |
| Flood Prone Area | Central West West | South East | Local Road |
| | North Central | South West | Watercourse |
| | North East | | Waterbody |



Flood Patrol Areas & Areas of Historical Flood Occurrence

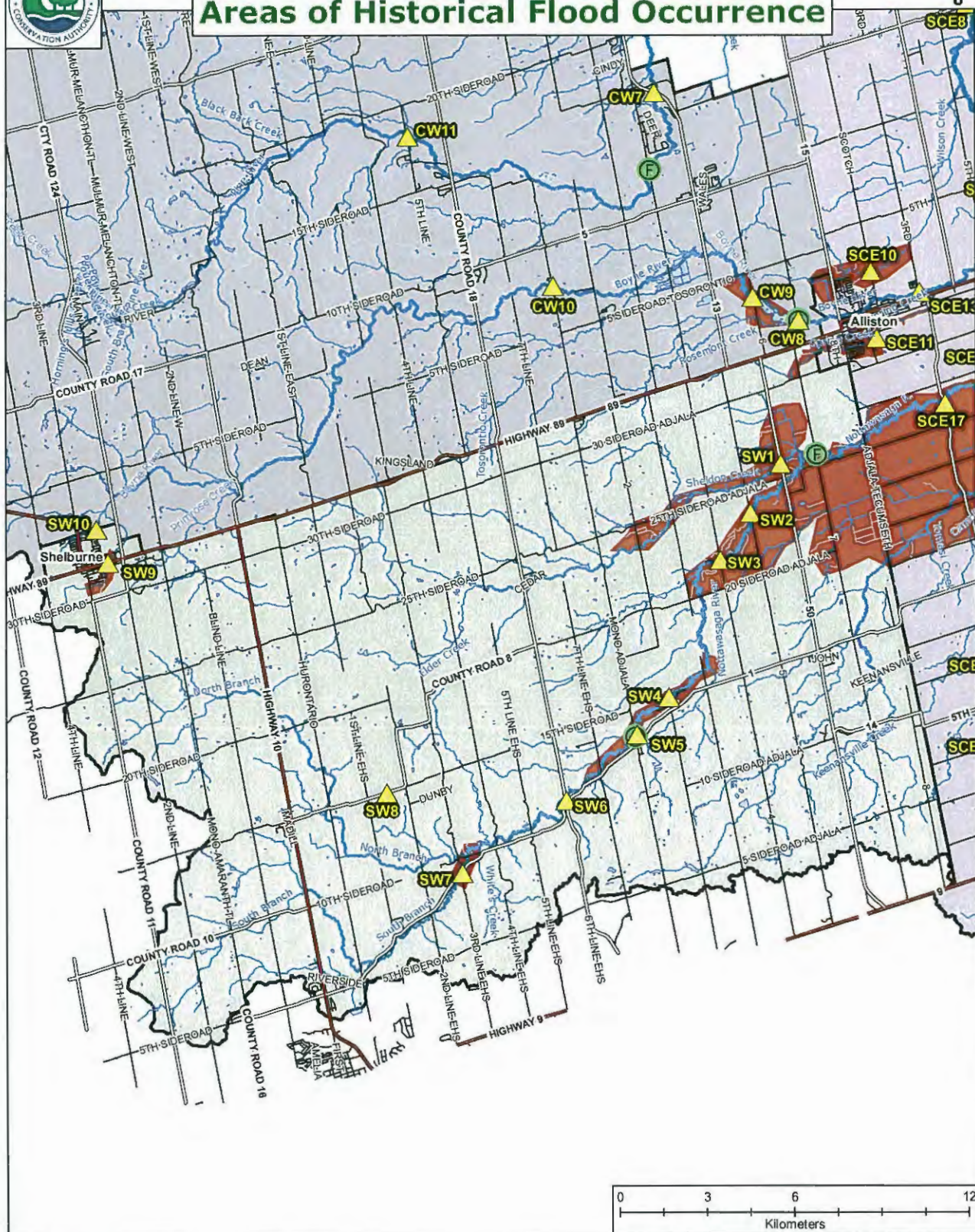


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Flood Patrol Areas & Areas of Historical Flood Occurrence



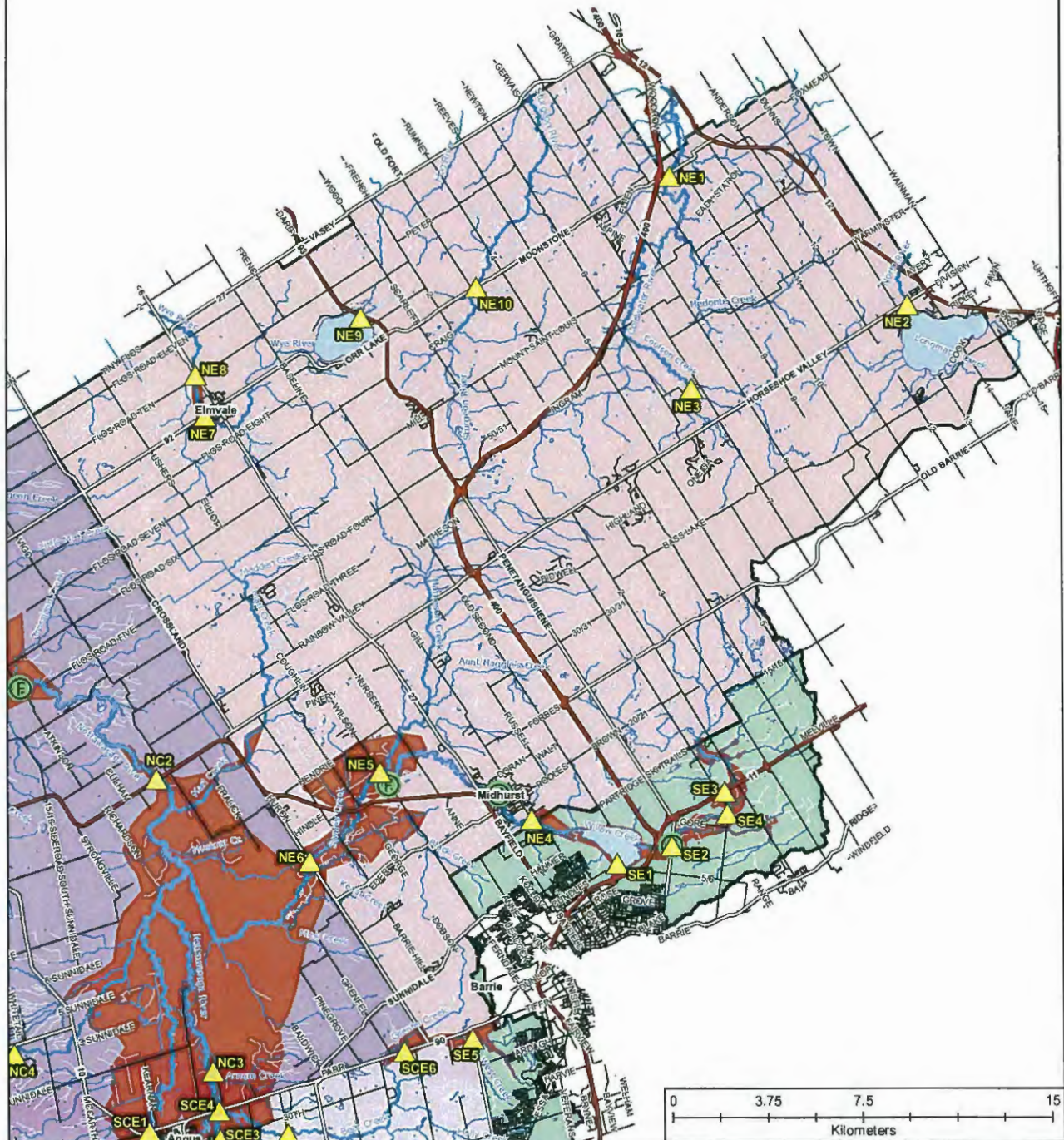
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| Flood Prone Area | Central West West | South East | Local Road |
| | North Central | South West | Watercourse |
| | North East | | Waterbody |

- ### Legend



Flood Patrol Areas & Areas of Historical Flood Occurrence



Legend

▲ Flood Patrol Location

⊙ Stream Gauge

■ Flood Prone Area

Flood Patrol Areas

□ C.F.B. Borden

□ Central West West

□ North Central

□ North East

□ North West

□ South Central

□ South East

□ South West

— Provincial Highway

— County Road

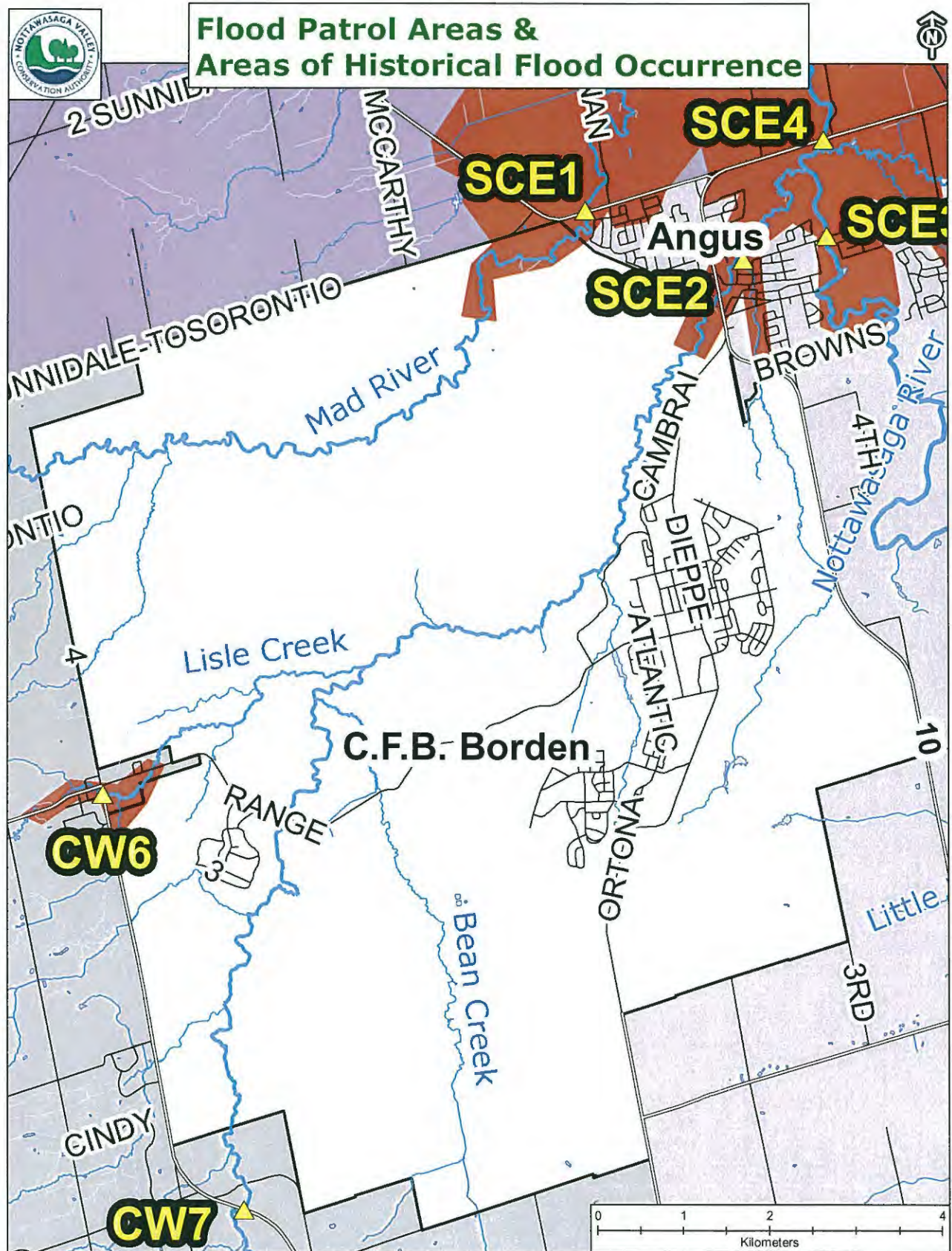
— Local Road

— Watercourse

— Waterbody



Flood Patrol Areas & Areas of Historical Flood Occurrence

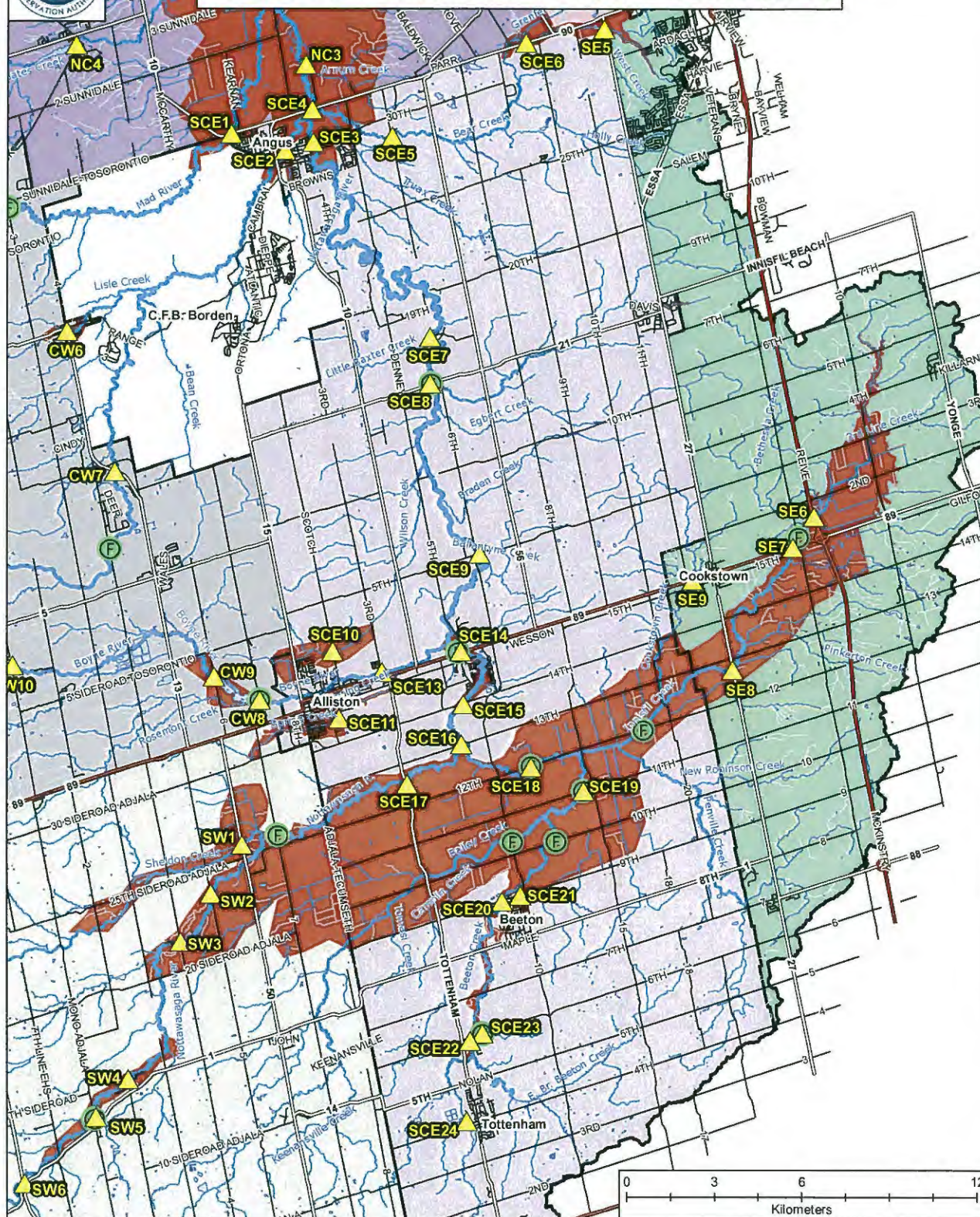


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Flood Patrol Location	Flood Patrol Areas	North West	Provincial Highway
Stream Gauge	C.F.B. Borden	South Central	County Road
Flood Prone Area	Central West West	South East	Local Road
	North Central	South West	Watercourse
	North East		Waterbody



Flood Patrol Areas & Areas of Historical Flood Occurrence

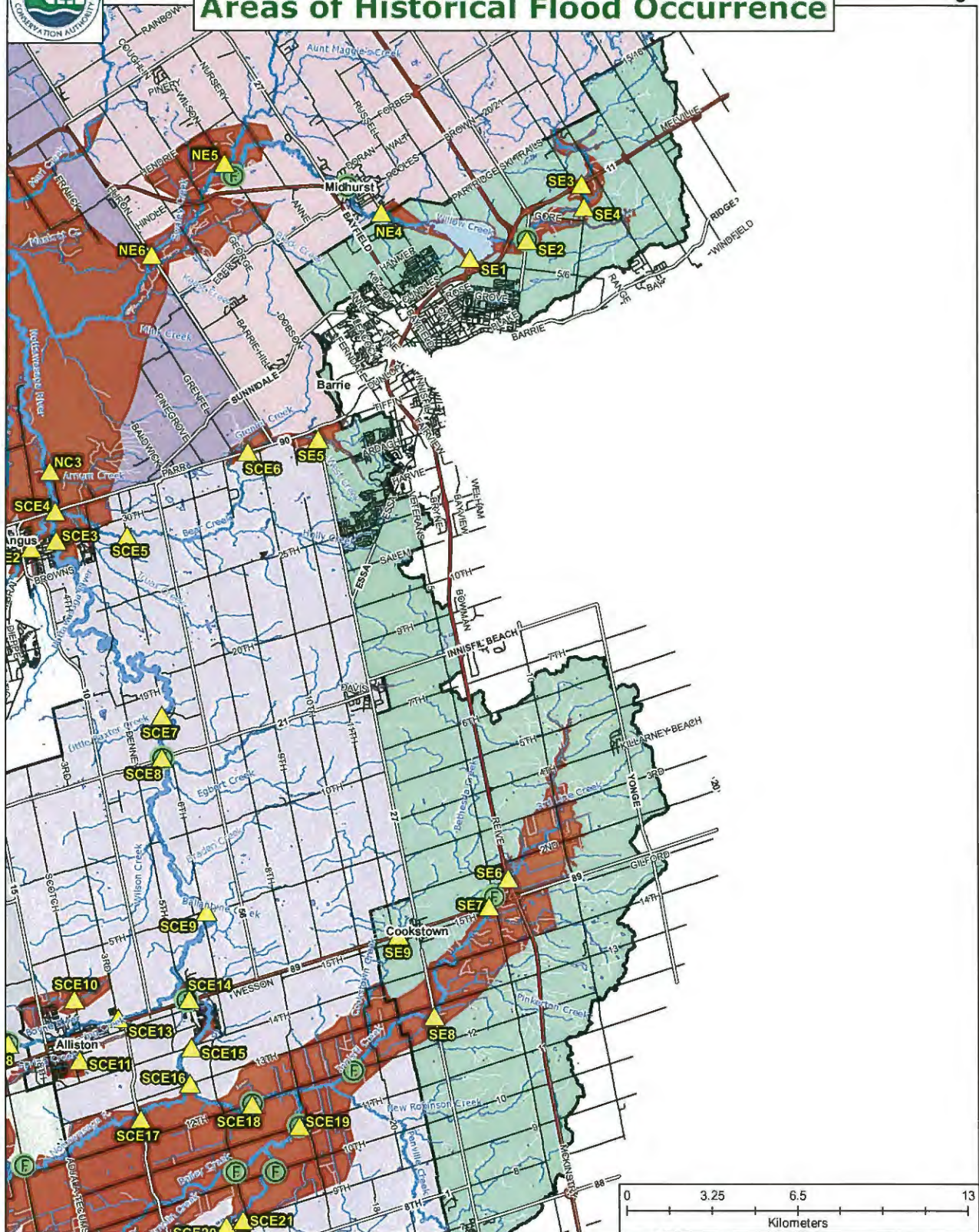


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| Flood Patrol Location | Flood Patrol Areas | North West | Provincial Highway |
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Flood Patrol Areas & Areas of Historical Flood Occurrence



Legend

- | | | | |
|-----------------------|---------------------------|---------------|--------------------|
| Flood Patrol Location | Flood Patrol Areas | North West | Provincial Highway |
| Stream Gauge | C.F.B. Borden | South Central | County Road |
| Flood Prone Area | Central West West | South East | Local Road |
| | North Central | South West | Watercourse |
| | North East | | Waterbody |

Denise Holmes

From: Susan Stone <suestone@amaranth-eastgary.ca>
Sent: January-28-15 3:56 PM
To: Keith McNenly; Terry Horner; John Telfer; Jane Wilson (jwilson@townofgrandvalley.ca); Denise Holmes; Susan Greatrix (sgreatrix@orangeville.ca); Sonya Pritchard (spritchard@dufferincounty.ca)
Subject: FW: Emergency Management Report
Attachments: Report to Committee - School Board Planning.docx

FYI

*Susan M. Stone, A.M.C.T.
CAO/Clerk-Treasurer
Township of Amaranth
Township of East Garafraxa
suestone@amaranth-eastgary.ca
519-941-1007 ext. 227*

From: Steven Murphy [<mailto:smurphy@dufferincounty.ca>]
Sent: Wednesday, January 28, 2015 1:32 PM
To: Susan Stone
Subject: RE: Emergency Management Report

Sue,

Please see attached, this report went to committee last night.

Steve

Total Control Panel

[Login](#)

To: dholmes@melanctontownship.ca [Remove](#) this sender from my allow list
From: suestone@amaranth-eastgary.ca

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



REPORT TO COMMUNITY SERVICES/DUFFERIN OAKS COMMITTEE

To: Chair White and Members of the Community Services / Dufferin Oaks Committee

From: Keith Palmer, Director of Community Services

Date: January 27th, 2015

Subject: **County of Dufferin and Local School Boards Emergency Management Enhancements**

PURPOSE:

This report is intended to advise council of the progress achieved through the cooperative efforts of the Upper Grand District School Board, the Dufferin Peel Catholic District School Board and the County of Dufferin in preparing for severe winter weather incidents.

BACKGROUND & DISCUSSION:

Council directed that staff consult with representatives from the (local) School Board to seek clarification on the Board's Emergency Management Plan, in efforts to build greater stakeholder capacity and to better understand stakeholder emergency procedures including, community communication, sheltering and road closures as requested by constituents in member municipalities.

During stakeholder meetings on June 6th and August 11th a gap analysis was completed and areas in need of enhancement were identified. Some of these enhancements included:

- The benefits of a consistent communications process between stakeholders
- The need for school board representation in the County Emergency Operations Centre
- The advantages of coordinated information sharing with the public and media
- The benefit of school boards participation in Dufferin County emergency exercises and training

In response to these identified areas of improvement the County of Dufferin has committed to making sure that all stakeholders have complete and accurate 24/7 contact information for the Community Emergency Management Coordinator. The County has also committed to; providing emergency management training to school board employees; integrating a liaison from affected school boards into the County Emergency Operations Centre when required; disseminating information to School Board officials before, during and after any emergency incidents. The County of Dufferin has also extended an invitation to the School Boards to participate in any local emergency exercises so that the Boards and their facilities can test their own procedures.

The school boards and transportation consortium have also committed to making the necessary changes to ensure a more efficient and effective method for information sharing during severe weather events.

Representatives of the UGDSB have successfully completed the 16 hour Basic Emergency Management course as facilitated by Dufferin County personnel. The School Boards will also be invited to participate in upcoming emergency management training throughout 2015 as they have expressed a keen interest in doing so.

This gap analysis process culminated with an 'all-stakeholders' meeting held on November 6th, 2014. During this meeting information and revised emergency procedures were shared and discussed in depth. In attendance at this meeting were 40 representatives from the following 22 stakeholder groups;

- Ministry of Transportation
- County of Dufferin
- Town of Orangeville
- Town of Mono
- Town of Shelburne
- Town of Grand Valley
- Township of Amaranth
- Township of East Garafraxa
- Township of Melancthon
- Township of Mulmur
- Upper Grand District School Board
- Dufferin Peel Catholic District School Board
- Ontario Provincial Police – Dufferin
- Ontario Provincial Police - Caledon
- Orangeville Police
- Shelburne Police
- Orangeville Fire Department
- Rosemont Fire Department
- Mulmur Melancthon Fire Department
- Dufferin Paramedic Service
- Student Transportation Service
- Integrated Maintenance and Operations Services (IMOS)

This meeting included an update from Environment Canada on 2014/2015 winter weather outlook; a presentation on the benefits and operations of Ontario's 511 traveller information system; the road closure procedures followed by the OPP and local police; discussion around the school bus cancellation procedures due to poor weather; an update from MTO on Emergency Detour Routes and Visual Message Boards and finally an overview of the revised Severe Weather Plan as it pertains to winter conditions.

In summary, there now exists a more robust means of communications and cooperation between the County of Dufferin and the two primary school boards serving our community. All parties have committed to working together to ensure the continued resilience of our community and the families that call Dufferin County home.

Financial Impact:

There was no financial impact as a result of this undertaking.

Local Municipal Impact:

Through the efforts of the various stakeholders the capabilities for a more efficient and effective response to severe winter weather events impacting schools has been greatly increased.

Recommendation:

THAT the report of the Director, Community Services dated January 27th, 2015 – County of Dufferin and Local School Boards Emergency Management Enhancements be received;

Respectfully submitted,

Keith Palmer
Director, Community Services.



News Release

County of Dufferin
51 Zina Street
Orangeville, Ontario
L9W 1E5

For Immediate Release: Thursday, January 29, 2015
County of Dufferin

COUNTY OF DUFFERIN BUDGET UPDATE

The County of Dufferin Budget deliberations are moving along. The three standing committees went through a budget review in January and number of reductions were made across several departments. The combined total of \$1,447,078 or 4.615% was either taken out of the budget or new revenue was incorporated.

Two additional reductions are being proposed by staff and will be before Council on February 12:

- a 1% reduction to be found through efficiencies and in-year savings (\$318,538) The department heads will be asked to look for ways to save money during the year either through finding efficiencies, by realizing savings on tenders/purchases/ or contracted services, finding additional revenue
- spreading the hospital foundation request over 4 years instead of 3. (\$375,000 per year equalling the totaling request of \$1.5 million

The committees' and staff recommendations will be before Council on Thursday, February 12. If Council approves these reductions, then the net increase on the Dufferin County portion of the property tax bill is 2.498% or just under \$34 on a house with average assessment of \$338,000.

"I am proud of the work that has been done by staff and Council. We've all worked very well together," said Warden Warren Maycock. With all of the proposed changes the draft budget increase on the Dufferin County portion of the property tax bill is 2.498% or just under \$34 on a house with average assessment of \$338,000.

- 30 -

Reference Documents :

Full Draft Budget Package : http://www.dufferincounty.ca/files/releases/2014-12-24_Draft_2015_Budget_release.pdf

Presentation from Treasurer in January : <http://www.dufferincounty.ca/files/content-pdf/2015-01-08-council-budget-presentation.pdf>

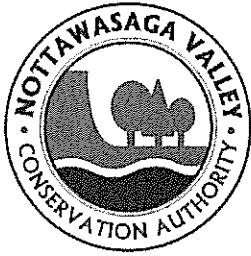
Media Contacts:

Budget Inquiries: Alan Selby, Treasurer – aselby@dufferincounty.ca, 519-941-2816 (2801)

Media Contact: Pam Hillock, Clerk – phillock@dufferincounty.ca, 519-941-2816 (2503)

(23)

FEB 05 2015



FOR IMMEDIATE RELEASE

Plan to further protect local sources of drinking water approved by Minister

Utopia, January 29, 2015 - Local drinking water is even safer now that the source water protection plan for the South Georgian Bay Lake Simcoe Source Protection Region has received approval from the Ministry of Environment and Climate Change.

Member Municipalities

Adjala-Tosorontio
Amaranth
Barrie
The Blue Mountains
Bradford-West Gwillimbury
Clearview
Collingwood
Essa
Innisfil
Melancthon
Mono
Mumur
New Tecumseth
Oro-Medonte
Grey Highlands
Shelburne
Springwater
Wasaga Beach

Watershed Counties

Simcoe
Dufferin
Grey

The plan was approved on January 26, 2015. It comes into effect on July 1 of this year, allowing municipalities and other implementing bodies time to meet their requirements under the plan.

"This is a momentous occasion for us," said Lynn Dollin, chair of the 22-member committee that developed the plan. "This drinking water source protection plan is an example of locally developed, inclusive, community-based decision making at its best. We are really pleased with the process that we took and with the final product."

The water contamination tragedy in Walkerton in 2000 and the ensuing provincial inquiry lead to the creation of the Clean Water Act. The Act calls on local communities to reduce or eliminate contamination threats to drinking water sources.

The approved plan responds to this call, setting out actions to protect the lakes, rivers and underground aquifers that supply water to municipal drinking water systems. In total, the plan outlines actions to protect the region's 16 municipal intake systems and 277 municipal well systems.

The Nottawasaga Valley is one of the four watersheds in the South Georgian Bay Lake Simcoe Source Protection Region. As such, the Nottawasaga Valley Conservation Authority has played a key role in the development of the source protection plan.

"Staff of the local watershed agencies, Lake Simcoe Region Conservation Authority, Nottawasaga Valley Conservation Authority and Severn Sound Environmental Association, have invested massive effort into this process and should be commended," Dollin added. "They have been working hard behind the scenes to ensure public consultation was given high priority. And it shows - our plan received unanimous support at the Source Protection Authority board."

"As a conservation authority, we are committed to protecting and enhancing local waterways and aquifers," said Doug Loughheed, councillor

Member of



Conserving our Healthy Waters

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY * Centre for Conservation
John Hix Conservation Administration Centre * Tiffin Conservation Area * 8195 8th Line * Utopia, On L0M 1T0
Telephone: 705.424.1479 * Fax: 705.424.2115 * Web: www.nvca.on.ca * Email: admin@nvca.on.ca

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FEB 05 2015

for the Town of Innisfil and chair of the Nottawasaga Valley Conservation Authority board of directors. "Our organization will continue to play an important role under this plan, identifying and mitigating potential sources of water contamination."

The source protection plan and its associated documents are available at www.ourwatershed.ca.

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About the NVCA:

The Nottawasaga Valley Conservation Authority 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. www.nvca.on.ca

Media contact:

Heather Kepran, Communications Coordinator
705-424-1479 x254, hkepran@nvca.on.ca

Photo:



CAPTION: Source Protection Committee Members meet with Minister Glen Murray (left to right: Dave Ritchie, Minister Murray, Chair Lynn Dollin, John Hemsted, Colin Elliott)

Additional Information:

See Source Protection Plan Approval: Questions and Answers (follows).

Visit www.nvca.on.ca and look under watershed science for information on drinking water source protection in the Nottawasaga Valley watershed.

Source Protection Plan Approval: Questions and Answers

January 2015

KEY MESSAGES

- The South Georgian Bay Lake Simcoe Source Protection Plan is the culmination of many years' work and public consultation. The South Georgian Bay Lake Simcoe Source Protection Committee has developed a sound plan to protect our municipal drinking water systems.
- The Clean Water Act ensures communities protect their drinking water supplies through prevention — by developing collaborative, watershed-based source protection plans that are locally driven and based in science.
- Local leadership has played and will continue to play a key role in protecting our drinking water sources now and in the future.
- Protecting our local drinking water sources is part of Ontario's award-winning drinking water safety net. Thanks to our strong framework with safeguards at every step of the process, Ontarians can be confident in the quality and quantity of their drinking water.

Q1. What is the South Georgian Bay Lake Simcoe Source Protection Region?

The South Georgian Bay Lake Simcoe Source Protection Region is comprised of four watersheds (Black River, Lake Simcoe, Nottawasaga Valley, Severn Sound), three source protection areas (Lakes Simcoe and Couchiching / Black River, Nottawasaga Valley, Severn Sound) which all flow ultimately into Lake Simcoe or Georgian Bay. The area measures approximately 10,000 square kilometres, and is home to over 700,000 residents.

The entire Source Protection Region includes 52 municipalities, 3 First Nations, and has 16 municipal surface water systems, including one first nation system and 277 municipal supply wells (many of which are clustered) and approximately 50,000 private wells.

Q2. How was the South Georgian Bay Lake Simcoe Source Protection Plan developed?

The plan was the result of many years' work and public consultation. We congratulate the South Georgian Bay Lake Simcoe Source Protection Committee for creating a plan that safeguards local drinking water sources.

This Source Protection Committee was one of 19 Committees established through the Clean Water Act. Each Committee assessed potential risks to local water supplies. Members then led local discussions with municipal partners about the best way to address these risks, using the



South Georgian Bay Lake Simcoe Source Protection Region

input to develop a source protection plan. Advice was sought from sector experts throughout the plan development.

The committee in this region consists of a Chair and 22 members speaking for the local interests of the region (municipal, public, health, business, agriculture). Rama First Nations participated in the development of the plan, and their drinking water intake is included within the plan.

Q3. Was the public consulted in the development of the South Georgian Bay Lake Simcoe Source Protection Plan?

Community engagement is very important to plan development.

The South Georgian Bay Lake Simcoe Source Protection Committee consulted with the public throughout the entire process. Full details about our consultation process can be found in the chapter on our consultation process (Chapter 7) in the Source Protection Plan.

The committee went above and beyond their public consultation requirements. Examples include holding extra public Open Houses, and providing longer public comment periods.

Q4. What's the news?

The municipalities and conservation bodies in our area have received provincial approval to implement the Source Protection Plan beginning July 1, 2015. These plans, developed locally, set out actions to address contamination threats to the lakes, rivers and underground aquifers that supply water to the municipal drinking water systems in our area.

Source protection planning and implementation is all about protecting existing and future sources of drinking water. Protecting local drinking water sources is part of Ontario's award-winning drinking water safety net that starts at the source and continues until you turn on your tap.

Q5. What areas are identified in the plan?

The policies in the Source Protection Plan protect the lakes, rivers and underground aquifers that supply water to municipal drinking water systems. The plan outlines actions to protect our region's 16 municipal intake systems and 277 municipal well systems.

Q6. How serious are the risks to my drinking water supply?

The South Georgian Bay Lake Simcoe Source Protection Region identified significant risks that could occur in protection zones of our area's drinking water systems. However, these areas where risks could be significant only make up about 10 per cent of the total source protection region. Risks relate to activities such as:

- waste management
- sewage and stormwater
- agriculture
- road salt application and storage
- snow storage
- chemicals, organic solvents and fuel handling and storage
- water taking
- pesticides, commercial fertilizer and manure application

The plan calls for actions to manage or restrict these activities.

Q7. Why are you taking extra steps to protect source water through the Clean Water Act?

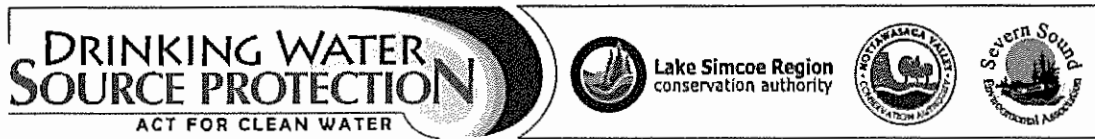
We learned from the tragedy in Walkerton that the first step in ensuring safe drinking water is to protect the local supply of drinking water at the source.

The Clean Water Act ensures communities protect their drinking water supplies through prevention — by developing collaborative, watershed-based Source Protection Plans that are locally driven and based in science.

Source protection planning and implementation helps to ensure that local drinking water is protected in communities across the province.

Q8. What does the plan cover?

Protecting Ontario's sources of drinking water is a shared responsibility. The locally developed Source Protection Plan gives responsibilities to municipalities, several ministries and conservation authorities to address risks to sources of municipal drinking water.



South Georgian Bay Lake Simcoe Source Protection Region

Q9. How were the First Nations involved?

There are three First Nation communities in our Source Protection: Chippewas of Georgina Island; Chippewas of Christian Island; Rama First Nation. While all three have been invited to engage throughout the process, Rama First Nation has been the only one to actively participate in the process for many years. In fact, their drinking water system is now part of the Source Protection Planning process.

Q10. Recently, Ontario gave money to municipalities for source protection. Did anyone in our area get a grant?

The Ontario government gave grants to small, rural municipalities throughout Ontario to help offset start-up costs associated with implementing their source protection plans. In our Source Protection Region, many municipalities received funding in the range of just under \$20,000 to just over \$80,000 per municipality. When you consider that about 40 municipalities received money, this means our region received around \$2.5 Million.

Q11. When does the South Georgian Bay Lake Simcoe Source Protection Plan take effect?

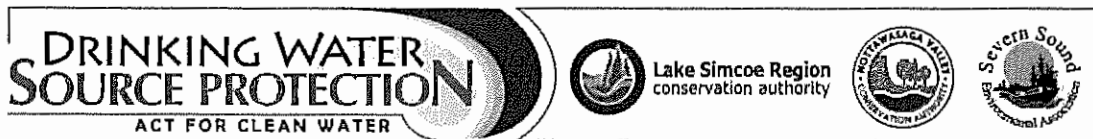
The effective date for the South Georgian Bay Lake Simcoe Source Protection Plan is July 1, 2015. This timing will allow source protection partners including municipalities, conservation authorities and other agencies to continue to work together and effectively prepare for plan implementation.

Q12. What about private wells?

As Justice O'Connor explained in the Walkerton Inquiry report, prior to the Walkerton tragedy, "... the Province focused on protecting water resources on the basis of the resources' ecological and recreational values, not on the basis of the critical public health goal of maintaining secure water supplies for public consumption." The CWA puts the goal of public health protection and preserving present and future sources of drinking water front and centre.

The CWA applies primarily to municipal residential drinking water sources. Maintaining safe and secure private drinking water systems is the responsibility of homeowners, institutions and businesses who own their own water systems. These are regulated separately under the Safe Drinking Water Act and the Health Protection and Promotion Act.

The province had to make a decision to narrow the scope of source water protection to keep costs manageable. They targeted the majority of the population by focusing on municipal water



supply (>80%), but have suggested there may be additional efforts in the future to address private water supplies.

Q13. Why did it take so long?

Source water protection is one of the five “barriers” that Justice Dennis O’Connor recommended be addressed in his “multi-barrier” approach to protecting drinking water. Four of the five barriers have already been implemented. They revolved around “end of pipe” issues relating to the operation and maintenance of the water treatment and distribution systems - like requiring better and on-going training for operators and enhanced monitoring and distribution systems.

Source water protection was the last barrier to be implemented. It was implemented last as it was the most complex and was to be done at the watershed level, with local input, through a highly collaborative process. Justice O’Connor saw it as a local planning process to be done “as much as possible at a local (watershed) level by those who will be most directly affected (municipalities and other affected local groups).”

The Province has invested over \$240 million in source water protection - to support the technical and scientific studies, develop plans and encourage early voluntary actions by landowners.

There are 19 source protection committees that are developing 22 source protection plans in the province of Ontario. These plans complete the multi-barrier approach to protecting approximately 154 intakes and 987 municipal wells across Ontario.

In 2014, 11 source protection plans were approved and the remaining plans are on track to be approved in 2015.

January 21, 2015

Denise B. Holmes
CAO/Clerk-Treasurer:
Township of Melancthon
157101 Highway 10,
Melancthon, Ontario L9V 2E6

Re: Invitation to participate in Autism Ontario's "Raise the Flag" campaign on April 2nd 2015 in celebration of World Autism Awareness Day.

Dear Sir / Madam,

April 2, 2015, will mark a historic day in Canada for the autism community. For the third year, Canadians will officially recognize World Autism Awareness Day.

To formally acknowledge the day, Autism Ontario is inviting all municipalities to proclaim April 2, 2015 as World Autism Awareness Day and raise Autism Ontario's Flag.

By participating in our 2015 "Raise the Flag" campaign, you are increasing public awareness about Autism Spectrum Disorder (ASD), and the day-to-day issues faced by people with autism and their families.

If your community is interested in supporting autism awareness by participating in Autism Ontario's "Raise the Flag" campaign on April 2, 2015, please register your municipality at <http://bit.ly/MunRTF2015>, on or before March 13, 2015.

Last year we requested that municipalities keep the flag for future use. We have a limited number of flags available for those who require one; please make note when completing the online registration if you require one.

The March 13, 2015 registration deadline will allow us to mail out flags to those who need it, and to advertise through our communication channels that your municipality will be participating. We recognize municipalities have a formal approval process for recognizing charitable proclamations and may not be able to register by the deadline; if this is the case we still invite you to proclaim the day and raise a flag, if you have one. Please notify us of your participation by emailing rtf@autismontario.com.

①

FEB 05 2015



We are also excited to share with you that in mid-February 2015 we will be launching a new website that will enable Ontarians to share their stories of inclusion and opportunities. Please visit www.raisetheflagforautism.com in the coming weeks and share your story!

For questions regarding participation, please contact Kavitha Krishnaswamy at 1-800-472-7789 extension 238.

Sincerely,

Autism Ontario's Raise the Flag Committee
1179 King Street west, Suite 004
Toronto, Ontario
M6K 3C5
416-246-9592 ext. 238
rtf@autismontario.com

About Us

Autism Ontario is the leading source of information on autism and one of the largest collective voices representing the autism community in Ontario. Today, 1 in 94 children are diagnosed with autism in Canada. Through improved public awareness, Autism Ontario strives to increase opportunities and acceptance for over 100,000 people living with Autism Spectrum Disorder in Ontario, ensuring that each person with ASD is provided the means to achieve quality of life as a respected member of society.

Learn more at www.autismontario.com

Enclosure:

- Proclamation

Follow us on Twitter!

@AutismONT and tweet your Raise the Flag photos with #RaisetheFlagforAutism

PROCLAMATION

I, (name of Mayor or designate) of the city of (city name) do hereby proclaim

April 2 as World Autism Awareness Day

WHERE AS:	World Autism Awareness Day will be recognized on April 2 nd , 2015, in Canada thanks to Liberal Senator Jim Munson's Bill S-206, <i>An Act Respecting World Autism Awareness Day</i> ; and
WHERE AS:	Autism Spectrum Disorder (ASD) affects more than 100,000 Ontarians. Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community; and
WHERE AS:	ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each individual as well. A child with ASD will become an adult with ASD; and
WHERE AS:	Autism Ontario (formerly Autism Society Ontario) is the leading source of information and referral on autism and one of the largest collective voices representing the autism community. Since 1973, Autism Ontario has been providing support, information and opportunities for thousands of families across the province; and
WHERE AS:	Autism Ontario is dedicated to increasing public awareness about autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its chapters share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community; and
THEREFORE:	I (Mayor Name or Designate), do hereby declare April 2 nd as World Autism Awareness Day.

Dated at (municipality), Ontario this 2nd day of April, 2015



RECU/RECEIVED

26-01-2015

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

Phone: 519-621-2761 Toll free: 866-900-4722 www.grandriver.ca

January 23, 2015.

BY COURIER

Ms. Denise B. Holmes, CAO/Clerk-Treasurer,
Township of Melancthon,
157101 Highway #10, R.R. #6,
Shelburne, ON L0N 1S9

Dear Ms. Holmes:

Re: 2015 Budget and Levy Meeting

Please be advised that the Annual General Meeting of the Grand River Conservation Authority will be held on Friday, February 27, 2015, at 9:30 a.m. at the Administration Centre in Cambridge, to consider the 2015 Budget and General Municipal Levy.

A Draft Budget was reviewed by the General Members on January 23, 2015, 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 10,548,000 which represents a 2.5% increase over 2014. 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. The Preliminary Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2015. 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 2015 budget. The Levy requirement that is included in this Preliminary 2015 Budget will allow the "base" programs that were in place in 2014 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,

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

②

FEB 05 2015

**Grand River Conservation Authority
Summary of Municipal Levy - 2015 Budget**

DRAFT

	% CVA In Watershed	2014 CVA (Modified)	CVA In Watershed	CVA-Based Apportionment	2015 Budget Operating Levy	2015 Budget Capital Levy	2015 Budget Total Levy	Actual 2014 Levy	% Change
Brant County	84.0%	5,191,477,357	4,360,840,980	3.1%	299,997	31,420	331,417	322,593	2.7%
Brantford C	100.0%	11,510,309,897	11,510,309,897	8.3%	791,833	82,932	874,765	855,399	2.3%
Amaranth Twp	82.0%	594,676,910	487,635,066	0.4%	33,546	3,513	37,059	36,159	2.5%
East Garafraxa Twp	80.0%	455,738,235	364,590,588	0.3%	25,081	2,627	27,708	27,222	1.8%
Town of Grand Valley	100.0%	323,319,521	323,319,521	0.2%	22,242	2,330	24,572	23,283	5.5%
Melancthon Twp	56.0%	434,354,020	243,238,251	0.2%	16,733	1,753	18,486	18,144	1.9%
Southgate Twp	6.0%	748,776,654	44,926,599	0.0%	3,091	324	3,415	3,369	1.4%
Haldimand County	41.0%	5,772,883,876	2,366,882,389	1.7%	162,826	17,053	179,879	177,155	1.5%
Norfolk County	5.0%	7,763,139,368	388,156,968	0.3%	26,703	2,797	29,500	28,947	1.9%
Halton Region	10.2%	32,374,084,654	3,299,802,669	2.4%	227,005	23,775	250,780	241,159	4.0%
Hamilton City (estimated)	4.7%	70,321,727,277	3,305,121,182	2.4%	227,371	23,813	251,184	246,875	1.7%
Oxford County	38.0%	3,280,399,853	1,247,794,718	0.9%	85,840	8,990	94,830	93,264	1.7%
North Perth T	2.0%	1,574,264,932	31,485,299	0.0%	2,166	227	2,393	2,354	1.7%
Perth East Twp	40.0%	1,440,152,628	576,061,051	0.4%	39,629	4,151	43,780	43,121	1.5%
Waterloo Region	100.0%	79,008,716,405	79,008,716,405	56.9%	5,435,278	569,258	6,004,535	5,866,931	2.3%
Centre Wellington Twp	100.0%	3,902,277,684	3,902,277,684	2.8%	268,451	28,116	296,567	287,256	3.2%
Erin T	49.0%	2,101,147,533	1,029,562,291	0.7%	70,827	7,418	78,245	76,805	1.9%
Guelph C	100.0%	20,630,146,045	20,630,146,045	14.9%	1,419,218	148,640	1,567,858	1,523,954	2.9%
Guelph Eramosa Twp	100.0%	2,226,730,120	2,226,730,120	1.6%	153,184	16,044	169,228	165,640	2.2%
Mapleton Twp	95.0%	1,243,286,242	1,181,121,930	0.9%	81,253	8,510	89,763	87,610	2.5%
Wellington North Twp	51.0%	1,316,528,857	671,429,717	0.5%	46,190	4,838	51,028	50,443	1.2%
Puslinch Twp	75.0%	2,122,996,673	1,592,247,505	1.1%	109,536	11,472	121,008	114,318	5.9%
Total		254,337,134,741	138,792,396,875	100.00%	9,548,000	1,000,000	10,548,000	10,292,000	2.5%



Preliminary 2015 Budget

January 23rd, 2015

Grand River Conservation Authority

2015 Budget

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GRCA 2015 Budget Highlights

The Grand River Conservation Authority has a successful partnership of municipalities, working together to promote and undertake wise management of the resources of the Grand River watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. It takes in one of the fastest growing regions in the province, with a population of more than 1,000,000. The Grand River watershed is also home to some of the most intensively farmed land in the nation.

The prospect of high growth and the impact on natural resources and the quality of life present an enormous challenge to the GRCA, municipalities and all watershed residents. It creates an urgent need to work co-operatively to care wisely for 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 set to offset most, if not all, the cost of these services
- Revenues from property rentals and hydro generation at our 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 2015, 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*. The plans for Kettle Creek and Catfish Creek are approved and came into effect on January 1, 2015. The plans for the Long Point Region and Grand River watersheds are awaiting approval by the Ministry of the Environment and Climate Change. Besides supporting the Ministry in the review of the plans, the focus of the Source Protection Program is now on supporting municipalities and other agencies in their preparation for implementing the plans.

Also, complementary to Source Protection Planning, is the update of the Grand River Basin Water Management Plan. The original study was completed in 1982 and addressed the preferred methods to tackle the watershed-wide issues of flood damages, water quality and water supply. The update is looking at the needs of watershed communities for the next 25 years and take into account the pressing issues raised by rapid population growth, farm intensification and climate change. The Plan was completed in 2014 with all 15 partners endorsing the Plan. There is a commitment from the partners to continue to work together in 2015 to implement the actions in the Plan. Quarterly meetings will be held to facilitate the reporting on the progress of implementing the actions in the Plan. A series of technical workshops will be held in 2015.

During 2015 the redesign of the GRCA website will be undertaken. The current GRCA website is busy, with more than one million unique visits a year. However it is more than a decade old in design and technology. The GRCA is working with a consulting company to design a new website that will be easier to use and provide more and better tools for our customers. The new website is expected to launch later in 2015.

At the end of 2014 GRCA received approval for four years of funding for a volunteer coordination program. This program will be fully operational during 2015.

In September 2015 GRCA and the Long Point Region Conservation Authority are jointly sponsoring the Conservation Authorities Biennial Tour. We will be showcasing our projects and programs to about 100 people from across the province, primarily Conservation Authority and Conservation Foundation staff and board members. Registration fees offset the cost of the tour.

Major water control capital projects planned for 2015 include gain heaters at Shand Dam, gate inspections at Guelph Dam, dam safety study at Laurel Dam, Conestogo Dam pavement/concrete repairs and emergency generator upgrade, stop log replacements at Baden, Caledonia and Dunnville, concrete and embankment repair at Wellesley Dam, an asset management plan for water control structures, and continued dyke safety studies for 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:

Watershed Studies	\$ 156,000 (Table 1)
Water Resources Planning and Environment	\$1,404,500 (Table 2)
Flood Forecasting and Warning	\$ 741,900 (Table 3)
Water Control Structures	\$1,691,200 (Table 4)
Division Support	\$ 350,500 (Table 6)

Capital Expenditures: \$1,800,000 (Section B)

Total Expenditures: \$6,144,100

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: \$1,870,600 (Table 5)

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; implementing projects under the Grand River Fisheries Management Plan; restoration and rehabilitation projects, providing conservation information through brochures, publications, the web site and media contacts.

Operating Expenditures:

Forestry	\$ 1,259,100 (Table 7)
Conservation Services	\$ 708,000 (Table 8)
Stream Management	\$ 129,100 (Table 9)
Communications and Foundation	\$ 710,600 (Table 10)

Capital Expenditures: NIL

Total Expenditures: \$2,806,800

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, hydro production at our dams, and restoration of GRCA property where gravel has been extracted.

Operating Expenditures:

Conservation Lands Property Taxes	\$ 162,700 (Table 11)
Conservation Lands, Rentals, Misc	\$3,472,350 (Table 14-Conservation Lands)
Hydro Production	\$ 226,200 (Table 14-Hydro Production)

Capital Expenditures: NIL

Total Expenditures: \$3,861,250

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: \$1,050,300 (Table 12)

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: \$6,317,000 (Table 14)

Capital Expenditures: \$ 600,000 (Section B)

Total Expenditures: \$6,917,000

Revenue sources:

Conservation Area user fees 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: \$3,231,723 (Table 13)

Capital Expenditures: \$ 149,000 (Section B)

Total Expenditures: \$3,380,723

Revenue sources: Municipal levies and provincial grants.

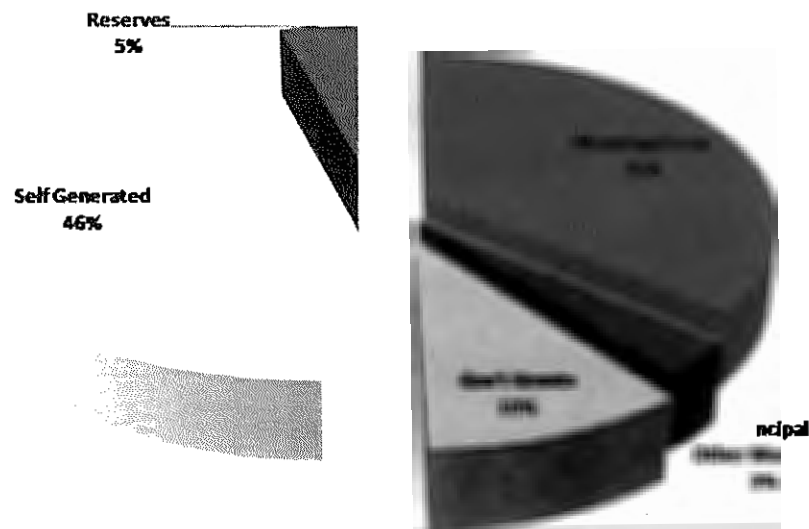
GRAND RIVER CONSERVATION AUTHORITY

BUDGET 2015 - Summary of Revenue and Expenditures

FUNDING		Actual 2013	Budget 2013	Budget 2014	Budget 2015	Budget Incr/(decr)
	Municipal General Levy Funding	10,044,000	10,044,000	10,292,000	10,548,000	256,000 2.5%
	Other Government Grants	5,218,036	4,710,173	3,605,573	3,882,573	277,000 7.7%
	Self-Generated Revenue	13,615,517	14,176,749	13,935,984	13,397,200	(538,784) -3.9%
	Funding from Reserves	972,881	1,794,365	1,961,400	1,248,000	(713,400) -36.4%
TOTAL FUNDING		29,850,434	30,725,287	29,794,957	29,075,773	(719,184) -2.3%
EXPENDITURES		Actual 2013	Budget 2013	Budget 2014	Budget 2015	Budget Incr/(decr)
	Base Programs - Operating includes funding to reserves	SECTION A 22,109,720	22,917,322	23,358,557	23,481,773	123,216 0.53%
	Base Programs - Capital	SECTION B 3,566,193	4,267,365	2,962,400	2,549,000	(413,400) -13.95%
	Special Projects	SECTION C 3,821,537	3,540,600	3,474,000	3,045,000	(429,000) -12.3%
TOTAL EXPENDITURES		29,497,450	30,725,287	29,794,957	29,075,773	(719,184) -2.4%
NET RESULT		352,984	-	-	-	

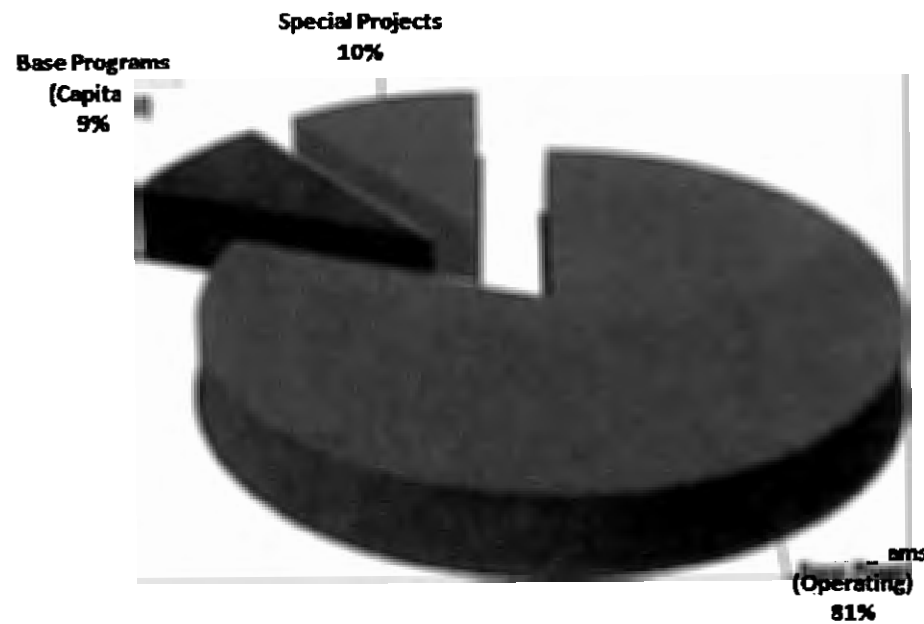
2015 Budget – Revenue by Source

Total 2015 Budget Revenue = \$29.1 Million (\$ 29.8 Million in 2014)

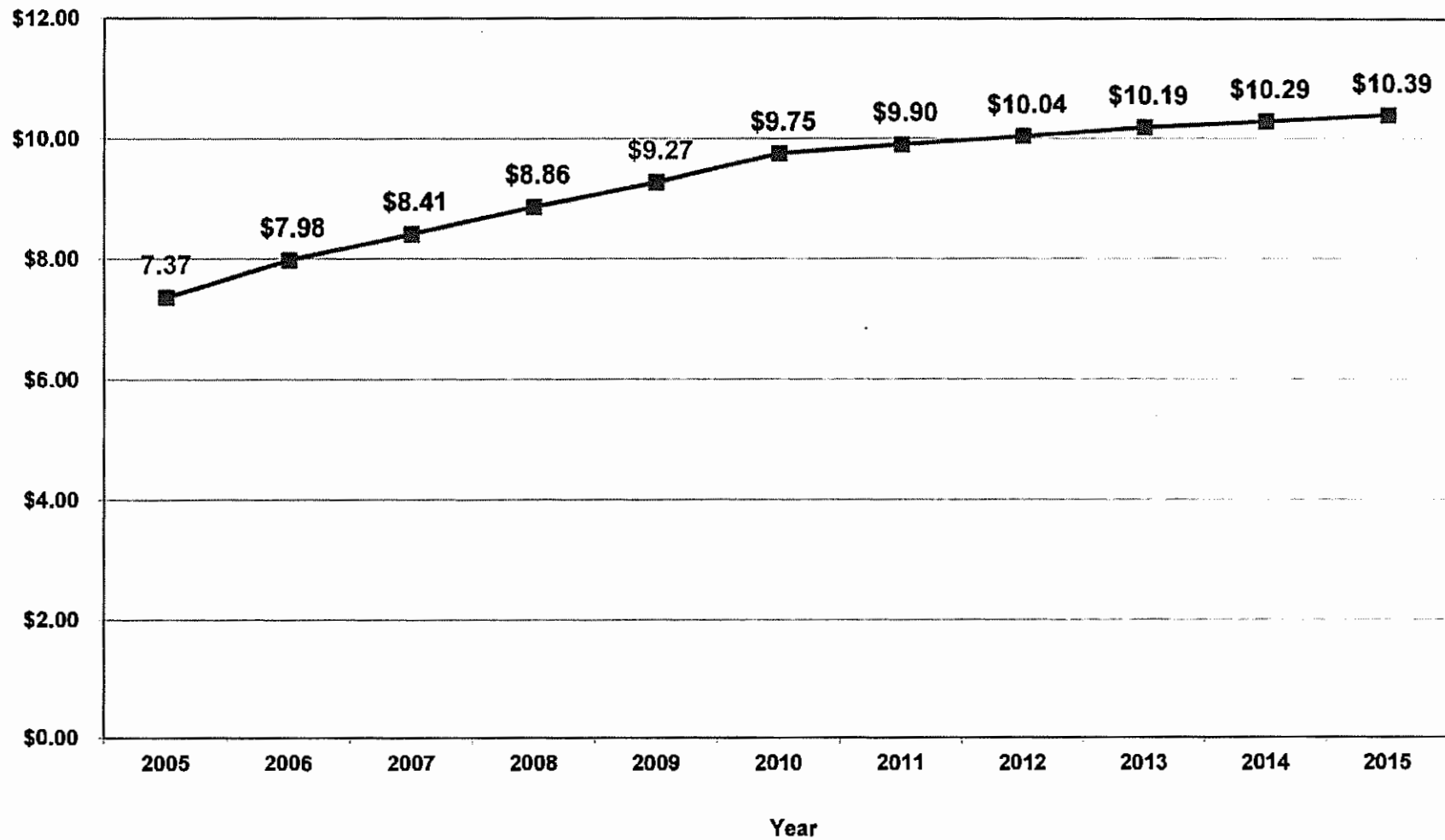


2015 Budget – Expenditures by Category

2015 Budget Expenditures = \$29.1 Million (\$ 29.8 Million in 2014)



GRCA Per Capita Levy 2005 to 2015



GRAND RIVER CONSERVATION AUTHORITY

Budget 2015 - 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 10	TABLE 11	TABLE 12	TABLE 13	TABLE 13	TABLE 14	TABLE 14	TABLE 14	
		Watershed Studies	Water Resources Planning & Environment	FFW	Water Control Structures	Resource Planning	Division Support	Forestry	Conservation Services	Stream Mgmt	Communications & Foundation	Conservation Lands	Environmental Education	Corporate Services	Surplus available to offset Municipal Levy Increase	Conservation Land and Rangeland Management and Misc	Hydro Production	Conservation Areas	TOTAL
2015 OPERATING																			
TOTAL EXPENSES	A	156,000	1,404,500	741,000	1,891,200	1,870,500	350,500	1,259,100	708,000	129,100	710,500	162,700	1,050,300	3,231,723		3,472,350	226,200	6,317,000	23,481,773
TOTAL OTHER FUNDING	B	113,200	2,500	252,655	400,350	853,568	0	830,000	81,000	35,000	100,000	0	759,000	242,000		3,417,200	450,000	6,317,000	13,833,773
"Other Programs" Surplus/(Loss)	B less A															(55,150)	223,800		188,650
Surplus used to reduce Levy	C														(168,650)				188,650
Surplus 2013 carried forward to 2014															(100,000)				100,000
2015 Levy	A less B less C	42,800	1,402,000	488,345	1,280,850	1,017,032	350,500	429,100	647,000	94,100	610,500	162,700	291,300	2,989,723	(268,650)	0	0	0	9,548,000
Levy Increase:																			
2015 Levy		42,800	1,402,000	488,345	1,280,850	1,017,032	350,500	429,100	647,000	94,100	610,500	162,700	291,300	2,989,723	(268,650)				9,548,000
2014 Levy		42,800	1,505,900	473,445	1,253,450	991,232	342,000	403,400	528,000	91,300	646,600	159,000	249,500	3,073,357	(466,984)				9,292,000
Levy Increase over prior year		-	(103,900)	15,900	37,400	25,800	8,500	25,700	119,000	2,800	(36,000)	4,700	41,800	(83,634)	188,334	n/a	n/a	n/a	256,000
2015 CAPITAL																			
TOTAL EXPENSES	A		110,000	190,000	1,500,000									149,000				600,000	2,549,000
TOTAL OTHER FUNDING	B		100,000		700,000									149,000				600,000	1,549,000
2015 Levy	A less B		10,000	190,000	800,000									-				-	1,000,000
Levy Increase:																			
2015 Levy			10,000	190,000	800,000									-				-	1,000,000
2014 Levy			10,000	190,000	800,000									-				-	1,000,000
Levy Increase over prior year			-	-	-	-								-				-	-
2015 SPECIAL																			
TOTAL EXPENSES	A	100,000	125,000	194,000	835,000				891,000		75,000	440,000						385,000	3,045,000
TOTAL OTHER FUNDING	B	100,000	125,000	194,000	835,000				891,000		75,000	440,000						385,000	3,045,000
2015 Levy	A less B																		
																		TOTAL EXPENSES	29,075,773
																		TOTAL FUNDING	29,075,773
																		NET RESULT	-

**Grand River Conservation Authority
Summary of Municipal General Levy - 2015 Budget**

DRAFT January 23, 2015

	% CVA in Watershed	2014 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	2015 Budget Operating Levy	2015 Budget Capital Levy	2015 Budget Total Levy	Actual 2014 Levy	% Change
Brant County	84.0%	5,191,477,357	4,360,840,980	3.1%	299,997	31,420	331,417	322,593	2.7%
Brantford C	100.0%	11,510,309,897	11,510,309,897	8.3%	791,833	82,932	874,765	855,399	2.3%
Amaranth Twp	82.0%	594,676,910	487,635,066	0.4%	33,546	3,513	37,059	36,159	2.5%
East Garafraxa Twp	80.0%	455,738,235	364,590,588	0.3%	25,081	2,627	27,708	27,222	1.8%
Town of Grand Valley	100.0%	323,319,521	323,319,521	0.2%	22,242	2,330	24,572	23,283	5.5%
Melancthon Twp	56.0%	434,354,020	243,238,251	0.2%	16,733	1,753	18,486	18,144	1.9%
Southgate Twp	6.0%	748,776,654	44,926,599	0.0%	3,091	324	3,415	3,369	1.4%
Haldimand County	41.0%	5,772,883,876	2,366,882,389	1.7%	162,826	17,053	179,879	177,155	1.5%
Norfolk County	5.0%	7,763,139,368	388,156,968	0.3%	26,703	2,797	29,500	28,947	1.9%
Halton Region	10.2%	32,374,084,654	3,299,802,669	2.4%	227,005	23,775	250,780	241,159	4.0%
Hamilton City (estimated)	4.7%	70,321,727,277	3,305,121,182	2.4%	227,371	23,813	251,184	246,875	1.7%
Oxford County	38.0%	3,280,399,853	1,247,794,718	0.9%	85,840	8,990	94,830	93,264	1.7%
North Perth T	2.0%	1,574,264,932	31,485,299	0.0%	2,166	227	2,393	2,354	1.7%
Perth East Twp	40.0%	1,440,152,628	576,061,051	0.4%	39,629	4,151	43,780	43,121	1.5%
Waterloo Region	100.0%	79,008,716,405	79,008,716,405	56.9%	5,435,278	569,258	6,004,535	5,866,931	2.3%
Centre Wellington Twp	100.0%	3,902,277,684	3,902,277,684	2.8%	268,451	28,116	296,567	287,256	3.2%
Erin T	49.0%	2,101,147,533	1,029,562,291	0.7%	70,827	7,418	78,245	76,805	1.9%
Guelph C	100.0%	20,630,146,045	20,630,146,045	14.9%	1,419,218	148,640	1,567,858	1,523,954	2.9%
Guelph Eramosa Twp	100.0%	2,226,730,120	2,226,730,120	1.6%	153,184	16,044	169,228	165,640	2.2%
Mapleton Twp	95.0%	1,243,286,242	1,181,121,930	0.9%	81,253	8,510	89,763	87,610	2.5%
Wellington North Twp	51.0%	1,316,528,857	671,429,717	0.5%	46,190	4,838	51,028	50,443	1.2%
Puslinch Twp	75.0%	2,122,996,673	1,592,247,505	1.1%	109,536	11,472	121,008	114,318	5.9%
Total		254,337,134,741	138,792,396,875	100.00%	9,548,000	1,000,000	10,548,000	10,292,000	2.5%

SECTION A

BASE PROGRAMS – OPERATING

SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2015 vs Budget 2014

	Actual 2013	Budget 2014	Budget 2015	Incr/(Decr)	%age change
EXPENDITURES					
OPERATING EXPENSES	22,109,720	23,358,557	23,481,773	123,216	0.53%
Total Expenses	22,109,720	23,358,557	23,481,773	123,216	0.53%
SOURCES OF FUNDING					
MUNICIPAL GENERAL LEVY (NOTE)	8,537,315	9,292,000	9,548,000	256,000	2.76%
MUNICIPAL SPECIAL LEVY	33,167	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	975,112	978,573	978,573	-	0.00%
SELF-GENERATED	12,157,377	12,561,000	12,481,200	(79,800)	-0.64%
RESERVES	52,120	124,000	324,000	200,000	161.29%
SURPLUS CARRYFORWARD	354,629	352,984	100,000	(252,984)	-71.67%
Total BASE Funding	22,109,720	23,358,557	23,481,773	123,216	0.53%

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$256,000 levy increase.

TABLE 1**Watershed Studies**

This category includes watershed and subwatershed studies. These studies provide the strategic framework for understanding water resources and ecosystem form, functions and linkages. These allow for assessment of the impacts of changes in watershed resources and land use. Watershed studies also 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 which 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.
- Newsletter published.

TABLE 1
GRAND RIVER CONSERVATION AUTHORITY
WATERSHED STUDIES

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget Change
<u>Expenses:</u>				incr/(decr)
Grand River Watershed Management Plan-Communications	21,357	30,000	30,000	0
Water Quality	16,854	26,000	26,000	0
Ground Water Modelling	909	-	-	0
Chilligo-Hopewell Creek	66,334	100,000	100,000	0
TOTAL EXPENSE	105,454	156,000	156,000	0
<u>Funding</u>				(incr)/decr
Municipal Other	33,167	50,000	50,000	0
MNR Grant	33,200	33,200	33,200	0
Prov & Federal Govt	416	-	-	0
Donations	-	3,000	3,000	0
Miscellaneous	1,102	-	-	0
Funds taken from Reserves	-	27,000	27,000	0
TOTAL FUNDING	67,885	113,200	113,200	0
Net Funded by General Municipal Levy	37,569	42,800	42,800	
Net incr/(decr) to Municipal Levy				0

TABLE 2**Water Resources Planning and Environment**

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 assist with implementation of or monitor declines in watershed health and priority management areas.

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 MOE, 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 also 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 so that potential impacts can be addressed.

TABLE 2
GRAND RIVER CONSERVATION AUTHORITY
Water Resources Planning & Environment

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	1,193,133	1,194,900	1,088,800	(106,100)
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	240,259	257,800	258,900	1,100
Other Operating Expenses	42,069	55,700	56,800	1,100
Amount set aside to Reserves	-			
TOTAL EXPENSE	1,475,461	1,508,400	1,404,500	(103,900)
Funding				(incr)/decr
Prov & Federal Govt	52,950	2,500	2,500	-
Donations				
TOTAL FUNDING	52,950	2,500	2,500	-
Net Funded by General Municipal Levy	1,422,511	1,505,900	1,402,000	
Net incr/(decr) to Municipal Levy				(103,900)

TABLE 3**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 system continuously, monitor river conditions and detect warning levels, assist municipalities with emergency planning, and respond to thousands of inquiries each year.

TABLE 3
GRAND RIVER CONSERVATION AUTHORITY
Flood Forecasting & Warning

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				Incr/(decr)
Salary and Benefits	364,956	390,800	399,600	8,800
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	256,343	279,400	285,000	5,600
Other Operating Expenses	62,053	56,200	57,300	1,100
TOTAL EXPENSE	683,352	726,400	741,900	15,500
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	429,767	473,445	488,945	
Net incr/(decr) to Municipal Levy				15,500

TABLE 4**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 4
GRAND RIVER CONSERVATION AUTHORITY
Water Control Structures

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
<u>Expenses:</u>				<u>incr/(decr)</u>
Salary and Benefits	1,012,757	1,047,200	1,070,800	23,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	18,845	31,200	31,800	600
Property Taxes	148,115	168,000	173,000	5,000
Other Operating Expenses	283,103	407,400	415,600	8,200
Amount set aside to Reserves	20,000	-		
TOTAL EXPENSE	1,482,820	1,653,800	1,691,200	37,400
<u>Funding</u>				<u>(Incr)/decr</u>
MNR Grant	400,350	400,350	400,350	-
TOTAL FUNDING	400,350	400,350	400,350	-
Net Funded by General Municipal Levy	1,082,470	1,253,450	1,290,850	
Net incr/(decr) to Municipal Levy				37,400

TABLE 5

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

TABLE 5**B. PLANNING - Municipal Plan Input and Review**

This program includes costs and revenues associated with reviewing Official Plans, Secondary and Community Plans, Zoning Bylaws, 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 flood plains and erosion areas and protection and enhancement of wetlands, fish and wildlife habitat and natural heritage systems

TABLE 5
GRAND RIVER CONSERVATION AUTHORITY
Planning

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	1,531,874	1,617,300	1,653,700	36,400
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	188,018	211,100	215,300	4,200
Other Operating Expenses	6,951	9,600	1,600	(8,000)
TOTAL EXPENSE	1,726,843	1,838,000	1,870,600	32,600
Funding				(incr)/decr
MNR Grant	114,568	114,568	114,568	-
Donations	-	4,000	-	4,000
Self Generated	707,002	728,200	739,000	(10,800)
TOTAL FUNDING	821,570	846,768	853,568	(6,800)
Net Funded by General Municipal Levy	905,273	991,232	1,017,032	
Net incr/(decr) to Municipal Levy				25,800

TABLE 6**Resource Management Division Support**

Provides support services to the Engineering and Resource Management Divisions (i.e. all activities outlined in Table 1 to 4 above).

Specific Spending:

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

TABLE 6
GRAND RIVER CONSERVATION AUTHORITY
Resource Management Division Support

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
<u>Expenses:</u>				incr/(decr)
Salary and Benefits	114,675	136,700	139,800	3,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	15,360	19,400	19,800	400
Insurance	127,145	129,400	133,300	3,900
Other Operating Expenses	72,175	56,500	57,600	1,100
TOTAL EXPENSE	329,355	342,000	350,500	8,500
<u>Funding</u>				(incr)/decr
Provincial	-	-	-	-
TOTAL FUNDING	-	-	-	-
Net Funded by General Municipal Levy	329,355	342,000	350,500	
Net incr/(decr) to Municipal Levy				8,500

TABLE 7**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 and other 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 7
GRAND RIVER CONSERVATION AUTHORITY
Forestry

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	452,345	426,200	435,800	9,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	42,550	54,200	55,300	1,100
Other Operating Expenses	571,992	753,000	768,000	15,000
TOTAL EXPENSE	1,066,887	1,233,400	1,259,100	25,700
Funding				(incr)/decr
Donations	5,999	30,000	30,000	0
Self Generated	733,236	800,000	800,000	0
TOTAL FUNDING	739,235	830,000	830,000	0
Net Funded by General Municipal Levy	327,652	403,400	429,100	
Net incr/(decr) to Municipal Levy				25,700

TABLE 8**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 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 also Table 2)

TABLE 8
GRAND RIVER CONSERVATION AUTHORITY
Conservation Services

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				incr/(decr)
Salary and Benefits	428,998	448,500	556,600	108,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	82,170	87,000	96,800	9,800
Other Operating Expenses	3,000	53,500	54,600	1,100
Amount set aside to Reserves	-			
TOTAL EXPENSE	514,168	589,000	708,000	119,000
Funding				(incr)/decr
Provincial Grants	13,029	30,000	30,000	-
Donations	3,250	-		-
Funds taken from Reserves	1,320	31,000	31,000	-
TOTAL FUNDING	17,599	61,000	61,000	-
Net Funded by General Municipal Levy	496,569	528,000	647,000	
Net incr/(decr) to Municipal Levy				119,000

TABLE 9**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 9
GRAND RIVER CONSERVATION AUTHORITY
Stream Management

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
<u>Expenses:</u>				<u>incr/(decr)</u>
Salary and Benefits	31,524	96,100	98,300	2,200
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	23,807	28,200	28,800	600
+ Other Operating Expenses	161	2,000	2,000	-
TOTAL EXPENSE	55,492	126,300	129,100	2,800
<u>Funding</u>				<u>(incr)/decr</u>
Provincial Grants		35,000	35,000	-
TOTAL FUNDING	-	35,000	35,000	-
Net Funded by General Municipal Levy	55,492	91,300	94,100	
Net incr/(decr) to Municipal Levy				2,800

TABLE 10**Communications & Foundation**

The communications 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 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 and distribute brochures and publications; maintain displays and the website.
- respond to media inquiries and prepare media releases.
- 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 fund raising
- provide site tours and other events to stakeholders

TABLE 10
GRAND RIVER CONSERVATION AUTHORITY
Communications & Foundation

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				<i>incr/(decr)</i>
Salary and Benefits	428,744	442,800	452,700	9,900
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	62,484	74,600	76,100	1,500
Other Operating Expenses	31,303	129,200	181,800	52,600
TOTAL EXPENSE	522,531	646,600	710,600	64,000
Funding				<i>(incr)/decr</i>
Donations	2,500		50,000	
Funds taken from Reserves			50,000	
TOTAL FUNDING	2,500	-	100,000	-
Net Funded by General Municipal Levy	520,031	646,600	610,600	
Net incr/(decr) to Municipal Levy				(36,000)

TABLE 11**Conservation Lands Property Taxes**

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

Specific Spending:

- Property Taxes

TABLE 11
GRAND RIVER CONSERVATION AUTHORITY
Conservation Lands-Property Taxes

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
<u>Expenses:</u>				<u>incr/(decr)</u>
Property Taxes	145,972	158,000	162,700	4,700
TOTAL EXPENSE	145,972	158,000	162,700	4,700
<u>Funding</u>				
TOTAL FUNDING	-	-	-	-
<u>Net Funded by General Municipal Levy</u>	<u>145,972</u>	<u>158,000</u>	<u>162,700</u>	
Net incr/(decr) to Municipal Levy				4,700

TABLE 12

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 12
GRAND RIVER CONSERVATION AUTHORITY
Environmental Education

OPERATING	Actual 2013	Budget 2014	Budget 2015	Budget change
Expenses:				<i>incr/(decr)</i>
Salary and Benefits	729,916	693,700	744,300	50,600
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	47,345	68,700	70,000	1,300
Insurance	12,927	11,900	12,300	400
Property Taxes	14,198	17,300	17,800	500
Other Operating Expenses	208,198	197,400	201,400	4,000
Amount set aside to Reserves	4,500	4,500	4,500	0
TOTAL EXPENSE	1,017,084	993,500	1,050,300	56,800
Funding				<i>(incr)/decr</i>
Provincial & Federal Grants	6,068	0	0	0
Donations	58,183	50,000	50,000	0
Self Generated	727,130	694,000	709,000	(15,000)
TOTAL FUNDING	791,381	744,000	759,000	(15,000)
Net Result 'not' funded by Levy		0	0	<i>incr/(decr)</i> 0
Net Funded by General Municipal Levy	225,703	249,500	291,300	
Net incr/(decr) to Municipal Levy				41,800

TABLE 13

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 13
GRAND RIVER CONSERVATION AUTHORITY
Corporate Services

Budget 2015		Surplus available to offset Municipal Levy Increase
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	1,018,523	
Amount set aside to Reserves	-	
TOTAL EXPENSE	3,231,723	
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 2013 carried forward to 2014	-	
TOTAL FUNDING	242,000	
Net Result before surplus adjustments	2,989,723	
Surplus from Other Programs used to reduce Levy		168,650
2014 Surplus Carried Forward to 2015 used to reduce Levy		100,000
Net Funded by General Municipal Levy	2,989,723	268,650

Budget 2014		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,757,800	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	365,000	
Insurance	59,800	
Property Taxes	-	
Other Operating Expenses	1,045,757	
Amount set aside to Reserves	-	
TOTAL EXPENSE	3,228,357	
Funding		
Municipal Other		
MNR Grant	70,000	
Provincial Grants		
Donations		
Self Generated		
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	15,000	
Surplus 2013 carried forward to 2014	-	
TOTAL FUNDING	155,000	
Net Result before surplus adjustments	3,073,357	
Surplus from Other Programs used to reduce Levy		114,000
2013 Surplus Carried Forward to 2014 used to reduce Levy		352,984
Net Funded by General Municipal Levy	3,073,357	466,984

ACTUAL 2013		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,737,152	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	329,138	
Insurance	57,717	
Other Operating Expenses	845,136	
Amount set aside to Reserves	17,000	
TOTAL EXPENSE	2,986,143	
Funding		
Municipal Other		
MNR Grant	70,000	
Provincial Grants		
Donations		
Recoverable Corporate Services Expenses	69,885	
Funds taken from Reserves		
Surplus 2009 carried forward to 2010	-	
TOTAL FUNDING	139,885	
Net Result before surplus adjustments	2,846,258	
Surplus from Other Programs used to reduce Levy		67,322
2012 Surplus Carried Forward to 2013 used to reduce Levy		354,629
Net Funded by General Municipal Levy	2,846,258	421,951

TABLE 14 (a)**Conservation Lands, Rental Properties, Forestry & Misc**

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” 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 1200 hectares of agricultural land and 60 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 us 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

TABLE 14 (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 14 (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

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 14.

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 14.

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.

TABLE 14
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 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	181,300	60,700		222,000		168,000	
Insurance	158,000	20,200		178,200			
Property Taxes		134,800		134,900		55,500	
Other Operating Expenses (consulting etc)	522,000	867,700	70,000	1,459,700	33,700	2,426,500	
Amount set aside to Reserves	3,750			3,750	135,000	150,000	
TOTAL EXPENSE	1,783,350	1,609,000	70,000	3,472,350	226,200	6,317,000	10,015,650
Funding							
Provincial Funding						40,000	
Donations	65,000			65,000		27,000	
Self Generated	86,000	3,117,200	98,000	3,301,200	450,000	6,100,000	
Funds taken from Reserves	1,000	50,000		51,000		150,000	
Municipal General Levy Funding							
TOTAL FUNDING	152,000	3,167,200	98,000	3,417,200	450,000	6,317,000	10,184,200
NET Surplus/(Deficit) for programs not funded by general levy	(1,641,350)	1,558,200	28,000	(55,150)	225,000		169,650
Budget 2014 - OPERATING							
Expenses:							
Salary and Benefits	947,000	514,000		1,461,000	56,300	3,430,000	
Travel, Motor Pool, Expenses Telephone, Training and Development, IT	158,150	59,500		217,650		164,800	
Insurance	172,900	19,600		192,500	11,700		
Property Taxes		150,400		150,400		63,600	
Other Operating Expenses (consulting etc)	609,800	850,700	70,000	1,530,500	33,000	2,558,600	
Amount set aside to Reserves	3,750			3,750	135,000	150,000	
TOTAL EXPENSE	1,891,600	1,594,200	70,000	3,555,800	236,000	6,367,000	10,168,800
Funding							
Provincial Funding						40,000	
Donations	65,000			65,000		27,000	
Self Generated	86,000	3,155,800	98,000	3,339,800	450,000	6,300,000	
Funds taken from Reserves	1,000	50,000		51,000			
Municipal General Levy Funding							
TOTAL FUNDING	152,000	3,205,800	98,000	3,455,800	450,000	6,367,000	10,272,800
NET Surplus/(Deficit) for programs not funded by general levy	(1,739,600)	1,611,600	28,000	(100,000)	214,000		114,000
Actual 2013 - OPERATING							
Expenses:							
Salary and Benefits	1,001,427	458,727		1,460,154	47,824	3,277,053	
Travel, Motor Pool, Expenses Telephone, Training and Development, IT	112,666	68,851		181,517		152,285	
Insurance	168,228	19,308		187,536	11,585		
Property Taxes		123,269		123,269		51,071	
Other Expenses	436,189	813,653	98,148	1,347,999	46,335	2,267,530	
Amount set aside to Reserves	151,000	123,000		274,000	420,000	150,000	
TOTAL EXPENSE	1,869,519	1,606,308	98,148	3,574,476	525,744	5,897,939	8,998,168
Funding							
Provincial						30,946	
Donations	138,884			138,884		43,967	
Self Generated	72,409	3,033,511	38,914	3,144,834	738,957	5,782,448	
Funds taken from Reserves	800	50,000		50,800			
TOTAL FUNDING	212,093	3,083,511	38,914	3,334,518	738,957	6,867,361	8,930,836
NET Surplus/(Deficit) for programs not funded by general levy	(1,657,426)	1,476,703	(59,234)	(239,957)	213,213	(40,576)	(67,322)

SECTION B

BASE PROGRAMS – CAPITAL

SECTION B – CAPITAL BUDGET

Capital Spending in 2015 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 major maintenance projects

- Shand Dam - installation of gain heaters
- Conestogo Dam - dam emergency spillway investigation, emergency generator upgrade, pavement rehabilitation over top of dam and concrete repairs.
- Guelph Dam - gate inspections
- Luther Dam - complete design and implement solution to manage toe drain seepage. Install new access stairway to gate house
- Laurel Dam - dam safety study
- Baden Dam & Caledonia Dam & Dunnville Dam – replace stop logs
- Wellesley Dam - concrete and embankment repair
- Dyke Safety Studies - Brantford, Bridgeport and Cambridge dykes
- Asset Management Plan – Major Water Control Structures

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 2015

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET 2014 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
PSAB Project							-
Building Major Maintenance							-
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							
Municipal Special Levy							-
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

BUDGET 2014 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET 2014 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			1,850,000				1,850,000
Conservation Areas Capital Projects					655,000		655,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						157,400	157,400
TOTAL EXPENSE	110,000	190,000	1,850,000	-	655,000	157,400	2,962,400
Funding							
Municipal Special Levy							-
Prov & Federal Govt			875,000				875,000
Self Generated					800,000		600,000
Funding from Reserves	100,000		175,000		55,000	157,400	487,400
TOTAL FUNDING	100,000	-	1,050,000	-	655,000	157,400	1,962,400
Net Funded by General CAPITAL Levy	10,000	190,000	800,000	-	-	-	1,000,000

ACTUAL 2013 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	ACTUAL 2013 TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	34,545						34,545
Flood Forecasting Warning Hardware and Gauges		121,602					121,602
Flood Control Structures-Major Maintenance			2,083,995				2,083,995
Conservation Areas Capital Projects					1,250,051		1,250,051
PSAB Project							-
Building Major Maintenance							-
Funding to Reserves		70,000				83,336	153,336
Net IT/MP Capital spending from/(to) Reserve						(77,336)	(77,336)
TOTAL EXPENSE	34,545	191,602	2,083,995	-	1,250,051	6,000	3,566,193
Funding							
Municipal-Other			200,000				200,000
Prov & Federal Govt			956,441				956,441
Donations							-
Self Generated					590,051	6,000	596,051
Funding from Reserves					660,000		660,000
TOTAL FUNDING	-	-	1,156,441	-	1,250,051	8,000	2,412,492
Net Funded by General Municipal Levy - CAPITAL	34,545	191,602	927,554	-	-	-	1,153,701

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. The plans for the Kettle Creek and Catfish Creek watersheds are approved and came into effect on January 1, 2015. The plans for the Long Point Region and Grand River watersheds are currently under review by the Ministry of the Environment and Climate Change.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, floodplain mapping projects, Upper Blair subwatershed study, the 2015 Biennial Tour, 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 2015

EXPENDITURES	ACTUAL 2013	BUDGET 2014	BUDGET 2015
Dundas Valley Groundwater Study	2,882	-	-
Grand River Management Plan	527,910	200,000	20,000
Subwatershed Plans - City of Kitchener	70,142	87,000	80,000
Climate Change Monitoring	37,660	-	-
Ecological Decision Framework	5,091	-	-
Waste Water Optimization Program	-	-	125,000
Floodplain Mapping	5,218	-	194,000
RWQP - Capital Grants	731,476	700,000	800,000
Brant/Brantford Children's Water Festival	29,180	26,000	26,000
Haldimand Children's Water Festival	-	-	15,000
Species at Risk	16,516	25,000	25,000
Trees for Mapleton	46,085	65,000	25,000
2015 Biennial Tour	-	-	75,000
Ecological Restoration	413,416	236,000	-
Trees for Guelph	40,354	40,000	40,000
Emerald Ash Borer	7,119	900,000	400,000
Taquanyah	32,393	20,000	-
Lands Mgmt - Land Purchases	47,047	300,000	300,000
Lands Mgmt - Development Costs	41,525	50,000	50,000
Mill Creek Rangers	29,766	35,000	35,000
Grand River Country	3,358	-	-
Total SPECIAL Projects 'Other'	2,087,138	2,684,000	2,210,000
Source Protection Program	1,734,399	790,000	835,000
Total SPECIAL Projects Expenditures	3,821,537	3,474,000	3,045,000
SOURCES OF FUNDING			
Provincial Grants for Source Protection Program	1,734,399	790,000	835,000
OTHER GOVT FUNDING	1,306,257	912,000	1,244,000
SELF-GENERATED	543,858	422,000	216,000
FUNDING FROM RESERVES	237,023	1,350,000	750,000
Total SPECIAL Funding	3,821,537	3,474,000	3,045,000



Shelburne & District Agricultural Society

P.O. Box 1112
Shelburne, Ontario L9V 3M2
www.shelburnefair.com

January 9th, 2015

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

Dear: Darren White and members of Council

On behalf of the Board of Directors of the Shelburne and District Agricultural Society, I am writing to thank you for your 2014 support of our Society and generous donation of \$300.00 towards our Fair.

We are very proud of our small community Fair and it is the contributions like yours, which help to make it all, happen. Due to weather, our turn out was down some in 2014 but the hall exhibits were reasonably close to last year. We were pleased to debut our new exhibit hall at our 2014 Fair weekend. It was well taken by the community and we are looking forward to more improvements in our 2015 Fair year. We are also excited with our new theme this year of "Mason Jars and Shining Stars"

We appreciate the support that you have shown over the years and again this year, and we ask for your continued support of the Shelburne Fall Fair for 2015.

Thank you,

Whitney Hofman
Director, Ambassador Committee Chair, Sponsorship
519-925-1930
shelburneambassadors@outlook.com

③

FEB 05 2015

Motion ①

**Horning's Mills Community Hall
Board of Management**

Moved By Kelly McDowell

Seconded By [Signature]

Date 13 January 2015

Be it resolved that:

The Hall Board would like to propose to the Township
of Melancthon that one position on the Hall Board
be made open to any Township resident aged 15
or older, in order to encourage the involvement of
youth members of the community.

Carried/Lost:

[Signature]

④

FEB 05 2015

Wendy Atkinson

From: Michelle Steele <michelle.steele@rlb.ca>
Sent: January-20-15 1:22 PM
To: Wendy Atkinson (watkinson@melancthontownship.ca)
Cc: Denise Holmes (dholmes@melancthontownship.ca); Matthew L. Venne
Subject: Pre-audit letter to Council
Attachments: The Corporation of the Township of Melancthon.pdf

Hi Wendy,

Please find attached our annual Pre-audit letter to Council; if you could forward to Council.

Let me know if you have any questions.

Thanks,
Michelle



Michelle Steele, CPA, CA
Senior Manager
RLB LLP - Chartered Accountants and Business Advisors

Email: michelle.steele@rlb.ca

15 Lewis Road, Guelph, ON N1H 1E9 | 686 St. David St. N, Fergus, ON N1M 2K8 | 650 Riverbend Dr, Suite B, Kitchener, ON N2K 3S2
Direct: | Tel: 519-822-9933 x350 | Fax: 519-822-9212

Visit our website at www.rlb.ca

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Chartered Accountants
and Business Advisors

People Count.

January 19, 2015

The Corporation of the Township of Melancthon
157101 Highway #10
RR #6
Shelburne, ON
L0N 1S9

Dear Members of Council:

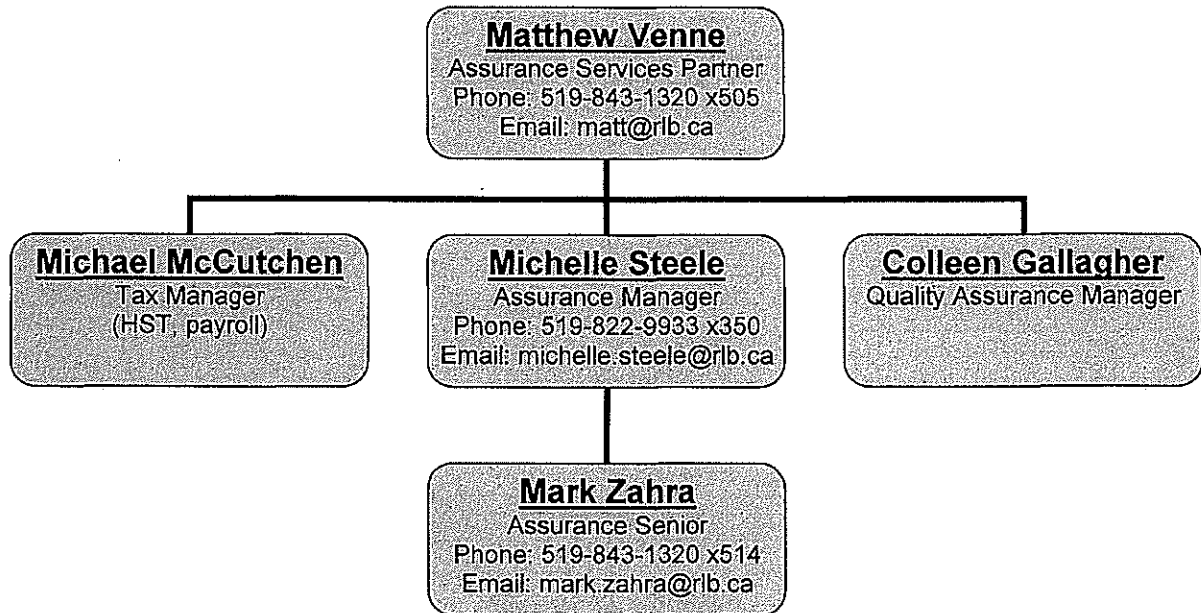
Thank you for re-appointing RLB LLP as auditors of The Corporation of the Township of Melancthon for the year ended December 31, 2014. The purpose of this letter is to communicate our 2014 audit plan for The Corporation of the Township of Melancthon and to ensure that management and Council are aware of the following:

- Objectives and Scope of our audit
- Planned approach for the 2014 financial statement audit
- Update on issues that may impact the audit in current and future years
- Areas of emphasis

RLB LLP's Objective and Scope of our audit

- Obtain reasonable assurance that the financial statements are free of material misstatement.
- Evaluate the fairness of presentation of the financial statements in conformity with accounting standards established by the Chartered Professional Accountants of Canada
- Report to management and Council:
 - Significant internal control weaknesses,
 - Matters required under Canadian Auditing Standards,
 - Matters we believe should be brought to your attention.

RLB LLP's Assurance Service Team



Financial Reporting Responsibilities

Council

- Provide, as a part of financial process, effective corporate governance
- Regular oversight and review of financial information and management financial process
- Ensure accurate financial reporting and sound internal controls
- Review performance measures
- Approve the Audited Financial Statements

Management

- Maintain cost-effective internal control environment
- Provide timely and accurate disclosure of financial results
- Report results on a fair and consistent basis
- Exercise care in establishing accounting estimates
- Apply appropriate accounting principles
- Establish internal controls over fraud and error

RLB LLP

- Perform cost-effective risk based audits tailored for your organizations specific risks
- Review the effectiveness and reliability of key internal controls
- Assess accounting principles, estimates and financial disclosures in accordance with accounting standards
- Provide year end reporting to Council
- Provide our opinion in the audit report which we attach to management financial statements

Management Deliverables

- Prepare required information as agreed with RLB LLP to be able to perform the audit
- Provide documentation and support for accounting used by management for all significant or unusual transactions and estimates
- Identify related parties, if applicable
- Provide written representations

RLB LLP Deliverables

- Communicate with management and Council to review audit plan;
- Review financial statements and management letter findings with management and Council
- Provide audit opinion on financial statements;
- Prepare and file Financial Information Return;
- Report to the board as required under Canadian Generally Accepted Auditing Standards (CAS 260, 265 and 580)
- Seek pre-approval from management or Council for all additional services.
- Communicate control deficiencies

Audit Approach

- Examine accounting systems and controls for all significant transaction cycles
- Adopt a control reliance strategy where appropriate to increase audit efficiency:
 - Taxation revenue, cash receipts, taxes receivable
 - Purchases, disbursements, payables
 - Payroll
 - General computer controls
- Substantive testing of year end balances including grant revenue and receivables
- Search for unrecorded liabilities
- Independence reporting

Audit Timeline

Interim Audit Testing	December 8, 2014
Communication of Audit Plan to Management/Council	January 5, 2015
Year-end Testing	March 2 to 6, 2015
Reporting to Council	TBD
Issuance of Audit Report and Financial Statements	To follow

Annual Inquiry Related to the Risk of Fraud

Please consider the following questions to help determine the specific risks of fraud and error with the municipality. We will provide the annual representation letter for signature by a member of each Council and management with the audited Financial Statements, where representation will be made regarding the assessment of fraud at the municipality.

- Are you aware of any instances of fraud perpetrated against the municipality by any of its employees, management, or Council?
- Are you aware of any instances of fraud perpetrated by the municipality against creditors, suppliers, lenders, investors, funders, government agencies, or any other business associates?
- Do you believe there is a high level of risk of fraud being perpetrated against or by the municipality – specifically, which risks are classified as the highest risk, and what specifically is management or those charged with governance doing to mitigate these risks?
- Has Council made an assessment of the entity's susceptibility to fraud?
- Does management have a process for identifying and responding to fraud risk factors?

New Public Sector Accounting Standards

We will be working this year with your management team to consider the impact that these new accounting regulations will have on the financial reporting of your municipality.

These are effective for fiscal years beginning on or after April 1, 2014, but early adoption is permitted.

- PS3260: Liability for Contaminated Sites – new standard to establish standards on how to account for and report a liability associated with the remediation of contaminated sites.

These are effective for fiscal years beginning on or after April 1, 2016, but early adoption is permitted.

- PS1201: Financial Statement Presentation – has been updated to include new requirements for financial instruments with respect to recognition, measurement and disclosure, along with the presentation of associated gains and losses.
- PS3450: Financial Instruments – has been updated to include transitional provisions and new guidance to the current standard (previously effective for fiscal years beginning on or after April 1, 2012: requires additional disclosure in the Notes to the Financial Statements to include the various risk components of financial instruments: credit risk, currency risk, interest rate risk and liquidity).
- PS3041: Portfolio Investments – revises and replaces PS3040, expands scope to include interests in pooled investment funds.

2014 Audit Plan: Materiality

When establishing the overall audit strategy, materiality is determined for assessing the risks of material misstatement and determining the nature, timing and extent of further audit procedures.

- Planning Materiality - \$130,000
- Materiality
 - Professional judgment that is made in the context of our knowledge, assessment of risk and reporting requirements
 - Very significant in determining the scope of our work
 - We will review all errors in excess of 2% of materiality

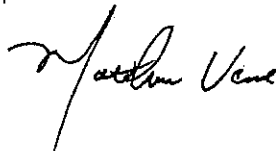
Areas of Emphasis

- Taxation revenue and receivables - collectability
- Grant revenue and receivables – completeness and existence
- Operating expenses – completeness and existence
- Tangible capital assets – completeness, existence, and valuation
- Reserve, reserve funds and amounts set aside by Council – completeness and existence

If you have any questions about these or other matters relating to any of our professional services, we would be pleased to discuss them further with you.

Yours truly,

RLB LLP
per

A handwritten signature in black ink, appearing to read "M.L. Venne", written over a horizontal line.

M.L. Venne, CPA, CA
Engagement Partner

Denise Holmes

From: Joel Swagerman <Joel.Swagerman@fonturinternational.com>
Sent: January-13-15 10:13 AM
To: dholmes@melancthontownship.ca
Cc: James Kennedy
Subject: Request for Concurrence - Bayshore Broadcasting (358112 10th Line NE)
Attachments: BB - Request for Concurrence - 358112 10th Line NE.pdf

Good morning Denise,

Please find attached a report summarizing our public consultation and requesting concurrence from the Township with respect to our proposal for a Bayshore Broadcasting tower at 358112 10th Line NE. We received no comment from the public and no one other than Councillor Jim Webster was present at the open house.

Should you have any questions, or require any further information, please do not hesitate to contact me.

Regards,

JOEL SWAGERMAN MCIP, RPP
FONTUR International Inc.
647.705.9703

CONFIDENTIALITY NOTE: This information is intended only for the person, persons, entity, or entities to which it is addressed. This message may contain information that is confidential and legally privileged. Please do not read, copy, forward, or store this message unless you are intended recipient of it. If you have received this message in error, please forward it to the sender and delete it completely from your computer system.

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca
From: joel.swagerman@fonturinternational.com

Message Score: 15
My Spam Blocking Level: High

High (60): Pass
Medium (75): Pass
Low (90): Pass

[Block](#) this sender
[Block](#) fonturinternational.com

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



FONTUR INTERNATIONAL INC
70 East Beaver Creek, Suite 22
Richmond Hill, Ontario L4B 3B2

289-597-4576
info@fonturinternational.com
www.fonturinternational.com

Contracted to:



13 January 2015

Ms. Denise B. Holmes
Township of Melancthon
157101 Highway 10
Melancthon, ON
L9V 2E6

Dear Ms. Holmes:

**RE: Request for Concurrence – Bayshore Broadcasting Radio Tower
358112 10th Line NE, Melancthon, ON**

In reference to Bayshore Broadcasting's application for a radio broadcasting tower in August 2014, please be advised that, by following the Township of Melancthon's *Protocol for Establishing Telecommunication Facilities*, and Industry Canada's CPC 2-0-03 guideline document for municipal and public consultation, Bayshore Broadcasting believes it has completed an adequate public consultation process with respect to our proposal.

As such, we would respectfully ask that the Township of Melancthon issue a letter of concurrence for the proposed tower, so that Bayshore Broadcasting can provide improved radio coverage to our customers in Melancthon and throughout Bruce, Grey, Simcoe and Dufferin Counties.

Notification

Below, please find a summary of the process followed regarding the public notification:

Date	Summary
16 July 2014	Pre-consultation meeting held.
25 July 2014	Notification mailing list provided to FONTUR by Township staff
16 October 2014	Consultation process allowed to proceed by council after Nottawasaga Valley Conservation Authority provided comment.
19 November 2014	Public notice published in the <i>Dundalk Herald</i> .
20 November 2014	Public notice published in the <i>Shelburne Free Press</i> .
24 November 2014	Information brochures scheduled to arrive this date to those property owners within 600m of the tower location.

25 November 2014	Notice sign installed on the subject property.
15 December 2014	Public open house/information session held at the Horning's Mills Community Hall, from 5:00-7:00p.m.
9 January 2015	20-day comment period started after the public open house ends.

Public Comments

During the 20-day public comment period prior to the open house (from November 25 to December 15, 2014), and also during the 20-day comment period after the public open house (December 15, 2014 to January 9, 2015), no written comments or questions were received by FONTUR on behalf of Bayshore Broadcasting. The mailing list consisted of fifteen (15) addresses or properties within the circulation radius. (A copy of this circulation list is contained within Appendix I.)

No members of the public were in attendance at the open house held on December 15, 2014. Councillor Jim Webster was present with FONTUR staff members.

Notice of the proposal was also provided with a sign posted on the frontage of the property, and notices published in the *Dundalk Herald* and *Shelburne Free Press* (on November 19 and 20, 2014, respectively).

Agency Comments

As part of our consultation process, several agencies were contacted in order to solicit comments or concerns regarding the proposal. Both Transport and NAV Canada were contacted to ensure the tower proposal was safe from an aeronautical perspective. Neither agency had any objection to the tower as proposed, and will not require any lighting or painting of the tower.

The Nottawasaga Valley Conservation Authority (NVCA) was also consulted as part of our process. The tower and one or more of its anchors was to be located within an area regulated by the NVCA and within a "buffer" zone. As a result, the tower and its anchors were shifted eastward so that a permit and/or mitigation measures were no longer required.

Conclusion

Canadians have become accustomed to high-quality radio services, which require the development of new wireless broadcasting infrastructure. This infrastructure includes new antennas and their support structures, which are required to meet the demands of broadening service areas. To that end, an improvement upon the current wireless broadcasting service in this area of the Township of Melancthon would be a benefit to the community.

Bayshore Broadcasting believes the proposal for a 74.7-metre steel guy-supported tower at 358112 10th Line NE is:

- In a location technically suitable to meet Bayshore Broadcasting's network requirements;
- A design that will accommodate additional providers in the future, if needed;
- A development compatible and appropriate with surrounding uses, and will have limited impact on existing land uses in the vicinity.

As a result, we respectfully ask that the Township of Melancthon issue a statement of concurrence for the proposed 74.7-metre steel guyed tower at 358112 10th Line NE. Bayshore Broadcasting is committed to effective public and municipal consultation. Should you have any questions or require further information regarding our request for concurrence, please do not hesitate to contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joel Swagerman', written in a cursive style.

Joel Swagerman, MCIP, RPP
FONTUR International Inc.
Consultant for Bayshore Broadcasting

APPENDIX II – NOTIFICATION DOCUMENTS

Information Brochure

What about health & safety?

Health and safety are paramount to Bayshore Broadcasting. Health Canada has established electromagnetic exposure guidelines, known as Safety Code 6, to ensure the safe operation of wireless antenna installations. Bayshore Broadcasting ensures that all of its facilities operate well below the allowable limits measured, taking into account all pre-existing sources and combined effects of additional carrier co-locations; in fact, this site will be thousands of times below the allowable limits.

Bayshore Broadcasting attests that the radio antenna system described in this notification package will be constructed in compliance with the National Building Code of Canada which includes all applicable CSA Radio Communications Regulations.

Regulatory and consultative procedures for telecommunications antennas can be found in Industry Canada's CPC 2-0-03 Issue 4.

Bayshore Broadcasting attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements. Transport Canada has determined that neither lighting nor painting will be required, and NAV Canada has no objection to the tower as proposed.

The proposed facility would include one 15 x 15-metre compound with wire mesh and barbed wire top fence installed around the base of the tower and equipment shelters, and would include one locked gate access point.

For more information

General information from Industry Canada:
<http://strategies.gc.ca/antennas>

Health Canada's Safety Code 6:
<http://www.hc.gc.ca/cpc/s/smt-gst-nst/en/105290e.html>

How do I get involved?

Bayshore Broadcasting is committed to effective public consultation. You are invited to provide comments to Bayshore Broadcasting about this proposal by mail, electronic mail, or fax. You may also attend a Public Open House to be held at the **Horning's Mills Community Hall, 14 Mill St, Horning's Mills, on December 15, 2014 from 5:00-7:00p.m.**

In order to ensure your mailed, e-mailed or facsimiled comments are considered, you must respond by close of business (4:30p.m.) **January 9, 2015** to:

James Kennedy, MCIP, RPP
FONTUR International Inc.
70 East Beaver Creek Road, Suite 22
Richmond Hill, ON L4B 3B2
Fax: 866-234-7873
Email: bayshore.info@fonturinternational.com


Your Industry Canada contact

ATTENTION: Tower Issue – 358112 10th Line NE,
Melancthon, ON

Central and Western Ontario District Office
4475 North Service Road, Suite 100
Burlington, ON
L7L 4X7
Telephone: 1-855-465-6307
Fax: 905-639-6551
Email: spectrum.cw@ic.gc.ca

Your land use authority contact

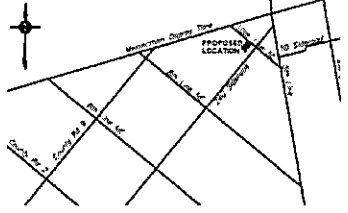
Denise Holmes, AMCT
CAO/Clerk
Township of Melancthon
Phone: 519-925-5525 x101
Fax: 519-925-1110
Email: dholmes@melancthontownship.ca



Community Notification

For a 74.77m Broadcasting Tower

Located at:



**358112 10th Line NE
Melancthon, Ontario**

Your local land use authority

In recognition of the Federal Government's exclusive jurisdiction and in an attempt to promote balance, Industry Canada requires that proponents of broadcasting facilities consult with land use authorities as part of their licensing process. The requirement to consult can be found in Industry Canada's document, Client Procedure Circular (CPC) 2-0-03. The purpose of consultation is to ensure that land use authorities are aware of significant antenna structures and/or installations proposed within their boundaries, and that antenna systems are deployed in a manner which considers local surroundings.

Consultation must respect the Federal Government's exclusive jurisdiction and specifically does not give a municipality the right to veto the proposal. As a result, this proposed broadcasting facility does not require permitting of any kind. Similarly, zoning by-laws and site plan approvals do not apply to these facilities.

Notwithstanding the Federal Government's exclusive jurisdiction, Bayshore Broadcasting is committed to consultation with the local land use authority (the Township of Melancthon) and its residents.

This public notification has been designed to provide all the necessary information as required by Industry Canada and the Township of Melancthon to those properties that fall within a circulation radius of 600m measured from the tower.



Why is a new tower required?

A radio antenna and tower are the two most important parts of a radio communication system. The antenna is needed to send and receive signals for the radio station. The tower raises the antenna above obstructions such as trees and buildings so that it can send and receive these signals clearly.

Each radio station and its antenna system (including the tower) provide radio coverage to a specific geographic area. The antenna system must be carefully located to ensure that it provides a good signal over the whole license area, without interfering with other stations.

In this case, Bayshore Broadcasting has determined the need for new equipment in the area in order to adequately provide contiguous radio coverage to listeners in our license area. Bayshore Broadcasting chose this site to optimize its radio coverage throughout, while mitigating any possible interference with other radio operators.

Where will it be located?

The proposed site of the tower is at 3581 12 10th Line NE, approximately 680m south-east of Melancthon Osprey Townline.

The geographic coordinates for the site are:
Latitude (NAD 83) N 44°14'08.0"
Longitude (NAD 83) W 80°17'21.4"

Bayshore Broadcasting strongly supports co-location on existing towers and structures. The use of existing structures minimizes the number of new towers required in a given area and is generally a more cost effective way of doing business.

In this case, the existing Rogers guyed tower was investigated for co-location, however it was determined that it would not be able to accommodate Bayshore's equipment due to structural constraints and low height available.

What will it look like?

Bayshore Broadcasting is proposing a 74.77-metre steel guyed tower to improve upon our poor radio service in the area.

Below is a photo-simulation of the proposed tower structure, as viewed from 220m east of the proposed location.

The tower itself will include antenna and microwave equipment to serve the broadcasting needs of Bayshore Broadcasting's suite of radio stations in the area.



What about the environment?

Bayshore Broadcasting attests that the radio antenna system described in this notification package will comply with the *Canadian Environmental Assessment Act*, as this facility is excluded from assessment.

Construction and maintenance of the proposed facility will comply with all applicable Nottawasaga Valley Conservation Authority (NVCA) regulations. The NVCA has reviewed the proposal and has determined that a permit will not be required.

Notice Sign

(Posted on the property at 358112 10th Line NE on November 25, 2014)



Newspaper Notices

(Published in the Dundalk Herald and Shelburne Free Press)

afternoon or Wednesday after-
noon.

291 Main Street East, Dundalk

(519) 925-4420

291 Main Street East, Dundalk

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291 Main Street East, Dundalk

(519) 925-4420

291 Main Street East, Dundalk

bayshore
broadcasting

PUBLIC NOTICE

RADIO BROADCASTING TOWER PROPOSAL

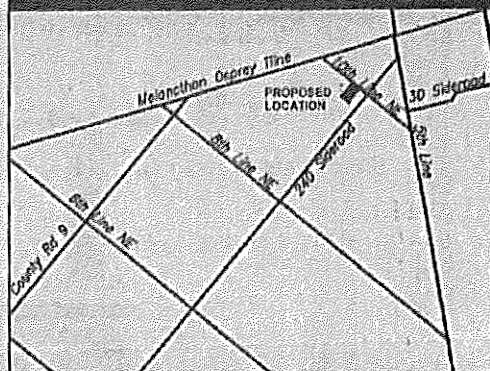
Bayshore Broadcasting, in accordance with its obligations under the *Radiocommunications Act* and Industry Canada procedure CPG-2-0-03 (2014), hereby notifies the public, including the residents in the vicinity of 10th Line NE and 240 Sideroad in the Township of Melancthon, of its intentions to develop a Broadcasting Tower at the location shown here consisting of:

- A 74.77 metre steel guyed broadcasting tower
- An equipment shelter at the base,
- and perimeter security fencing

The purpose of the proposed tower is to provide improved radio signal to listeners in Bayshore's licensed area.

74.77 Metre Guyed Tower

358112 10th Line NE, Melancthon, ON



Co-ordinates: 44.235556, -80.289278

ANY PERSON may make a written submission to the individuals listed below before **January 9, 2015** with respect to this matter.

PLEASE TAKE NOTICE that the approval of broadcasting facilities and their design are under the exclusive jurisdiction of the Government of Canada through Industry Canada.

ADDITIONAL INFORMATION relating to the proposed tower and site will be available for review during an Open House on **December 15, 2014, from 5:00-7:00p.m.** at the **Horning's Mills Community Hall (14 Mill St, Horning's Mills)**. Additional information may also be obtained through the following contacts:

Bayshore Broadcasting - contracted to:

James Kennedy, MCIP, RPP
FONTUR International Inc.
70 East Beaver Creek Rd, Suite 22
Richmond Hill, ON L4B 3B2
Fax: 866-234-7873
Email: bayshore.info@fonturinternational.com

Township of Melancthon contact:

Denise Holmes, AMCT
CAO/Clerk, Township of Melancthon
157101 Highway 10
Melancthon, ON L9V 2E6
Phone: 519-925-5525 x101
Fax: 519-925-1110
Email: dholmes@melancthontownship.ca

Denise Holmes

From: Jerry Jorden <jjorden@rogers.com>
Sent: January-29-15 10:03 AM
To: Denise Holmes
Subject: Bayshore Broadcasting Tower Planning Report
Attachments: Bayshore Broadcasting Tower Proposal Planning Report Jan. 29, 2015.PDF

Denise:

Attached is the planning report concerning the tower proposal by Bayshore Broadcasting
Jerry Jorden

G. W. JORDEN PLANNING CONSULTANTS LIMITED

153 Burnside Drive

London, Ontario N5V 1B4

Phone: 519.601.2077

Email: jjorden@rogers.com

Total Control Panel

[Login](#)

To: dholmes@melanctontownship.ca [Remove](#) this sender from my allow list

From: jjorden@rogers.com

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

TOWNSHIP OF MELANCTHON

REPORT TO COUNCIL

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: JERRY JORDEN, G. W. JORDEN PLANNING CONSULTANTS LIMITED

DATE: JANUARY 29, 2015

**SUBJECT: BAYSHORE BROADCASTING CORPORATION RADIO BROADCASTING
TOWER PROPOSAL, PART OF LOT 27, CONCESSION 10, N.E.T.S.R.
358112 10TH LINE NE**

RECOMMENDATIONS

It is recommended that:

1. the Road Superintendent identify an appropriate haul route for the traffic associated with the construction of a telecommunications tower on part of Lot 27, Concession 10, N.E.T.S.R.;
2. the proponent be required to enter into a road use agreement with the Township designating the haul route, specifying the proponent's associated road maintenance related responsibilities, and addressing any other road related issues;
3. the applicant and Industry Canada be advised that the Township will provide its concurrence concerning the related application immediately upon the execution of a road use agreement; and,
4. when a road use agreement has been executed, an unconditional letter of concurrence be sent to Industry Canada and the proponent.

PURPOSE

This report is prepared in compliance with the related provisions of sections 10 and 20 of part 6 of the Township's Protocol for Establishing Telecommunication Facilities. Its primary purposes are to review the tower proposal and the applicant's public and agency

consultation process, to identify any areas of Township interest or concern, and to provide recommendations leading to the finalization of the Protocol's review and commenting process.

THE TOWER PROPOSAL, SUBJECT SITE AND AREA

Bayshore Broadcasting Corporation is proposing a 74.77 metre high steel guyed tower to support a radio broadcasting antenna at a site on an agricultural property in part of Lot 27, Concession 10 N.E.T.S.R. The first attachment to this report shows the proposed tower location and the 600 metre notification area. The second attachment is an excerpt from the survey based site plan showing more details on the location within the subject property.

No lighting will be required on the tower. It would be located approximately 60 metres behind the barn on the property and about 185 metres from the 10th Line NE. An existing road access would be used for vehicular access to the tower. Initially the tower had been proposed for a site further west on the property but was moved to the current location to avoid the area near the wetlands on the rear portion of the property that is within the jurisdiction of the Nottawasaga Valley Conservation Authority.

As can be seen on the air photo attachment, the general area consists primarily of agricultural lands and wetlands or woodlands. There are two rural residential uses about 350 to 400 metres from the site at the intersection of Sideroad 240 and the 10th Line NE. There are another 4 rural residences along County Road 9 about 500 to 600 metres north of the proposed tower site. A Rogers Communications Inc. cell phone related tower is located near Sideroad 240 approximately 500 metres to the south of the proposed tower site and wind turbines are sited further to the south beyond Sideroad 240.

CONTEXT IN TERMS OF THE TOWER PROTOCOL

After some initial delays and deficiencies in the material submitted to the Township, the applicant was deemed to be in general compliance with the application requirements last fall. The applicant's consultants have now satisfactorily completed the public notification and consultation components of the Tower Protocol.

The required public notification, information distribution and signage was provided last November. The public open house and information session was held at the Horning's Mills Hall in December and the period for the submission of written comments ended on January 9th, 2015.

No members of the public attended the open house session and no written comments or questions were received from the public during the commenting period following that session. No agencies had any concerns or objections. Neither Transport Canada nor NAV Canada imposed any requirements with regard to lighting or painting the proposed tower.

The public consultation process under the Protocol is now concluded and this report is provided in accordance with sections 10 and 20 of Part 6 of the Protocol. Section 10 requires a report to Council providing comments on the applicant's material and identifying any areas of potential municipal concern or interest. All Council endorsed concerns must be provided to the applicant who must then address them. Section 20 relates to determining Council's position on the application.

AREAS OF MUNICIPAL INTEREST AND POTENTIAL CONCERN

Areas of municipal concern or interest with such proposals typically relate to the potential impacts in one or more of three general areas: land use and public safety, the environment and municipal roads.

Land Use and Public Safety

Land use interests relate to the need for a new tower site, the specifics of the selected site, and area uses principally within 600 metres of the proposed tower. A location in this part of the Township is needed to provide quality FM radio reception to the Shelburne-Dundalk area as well as portions of Grey, Bruce and Simcoe counties.

Both the Township and the applicant support the principle of co-locating new antennae with other facilities on existing towers as the preferred siting method. The applicant has explored this option and has determined that there are no towers in the area that can accommodate the required new antenna. The nearby Rogers tower is at capacity.

The selected site is on an agricultural property and involves very little cultivated land. An existing lane would be used for access across the property to the site. There are few offsite residential uses in the area and they are separated from the site by distances equivalent to at least four or five times the height of the tower. No concerns have been raised by area residents. No lighting will be provided on the tower thus eliminating the potential for flashing lights disrupting the night sky in the area. In summary, there are no land use issues.

Potential Township related areas of concern for public safety are adequately addressed in the proposed approach to the siting of the tower. It would be located approximately 185 metres, or about 2.5 times its height, back from the 10th Line NE, the closest public road, and much further from the nearest offsite residence. In light of this distance separation there are no public safety issues concerning ice or other materials falling from the tower or the unlikely possibility of structural collapse. Also, there are no airstrips in the immediate vicinity of the site.

Environmental Features

There does not appear to be any potential for adverse impacts on important features of the physical environment. There are wetlands to the west on the rear portion of the subject property but the site is well separated from that area. As noted herein, the site was relocated specifically to provide more separation from that feature. The remainder of the subject property and nearby area consists of primarily agricultural lands.

Municipal Roads

The site fronts on the 10th Line NE a short local Township road principally used to provide access to a few agricultural and rural residential properties. The road is not designated for any road widenings in the current Official Plan and is designated as a local road in the proposed new Official Plan. The construction of the tower has the potential to generate substantial traffic involving heavy trucks and construction equipment. Although the applicant has not provided any traffic related details, there is the potential for adverse impacts on at least the 10th Line NE. In view of the site's relative isolation from main roads other than County Road 9, there is also some potential for adverse impacts on other local Township roads used by construction related traffic accessing the area from more distant main roads.

ADDRESSING THE ROAD IMPACT RELATED CONCERNS

Addressing the potential for adverse road impacts should involve two components: a road use agreement and a designated haul route for the project. This approach would also be consistent with that taken on the last tower proposal in the Township

The Road Superintendent would consult with the applicant and identify the haul route over the appropriate Township roads to the subject site. Restricting the construction related

traffic to these Township roads would reduce the potential for adverse impacts on the municipality's road system.

The road use agreement would formally implement the designated haul route, would specify the proponent's responsibility for project related road maintenance, and would contain any other required provisions, possibly including the hours of permitted construction travel. The form of agreement used for the last tower project in the Township should be satisfactory.

CONCLUSION


With the designation of a haul route and execution of a road use agreement, the proposed tower should have no adverse impacts on matters of interest under the jurisdiction of the Township. Once such a haul route has been identified and a road use agreement executed, it should be possible to provide an unconditional letter of concurrence to the approval agency, Industry Canada.

FINANCIAL

The implementation of the recommendations of this report would involve no costs to the municipality.

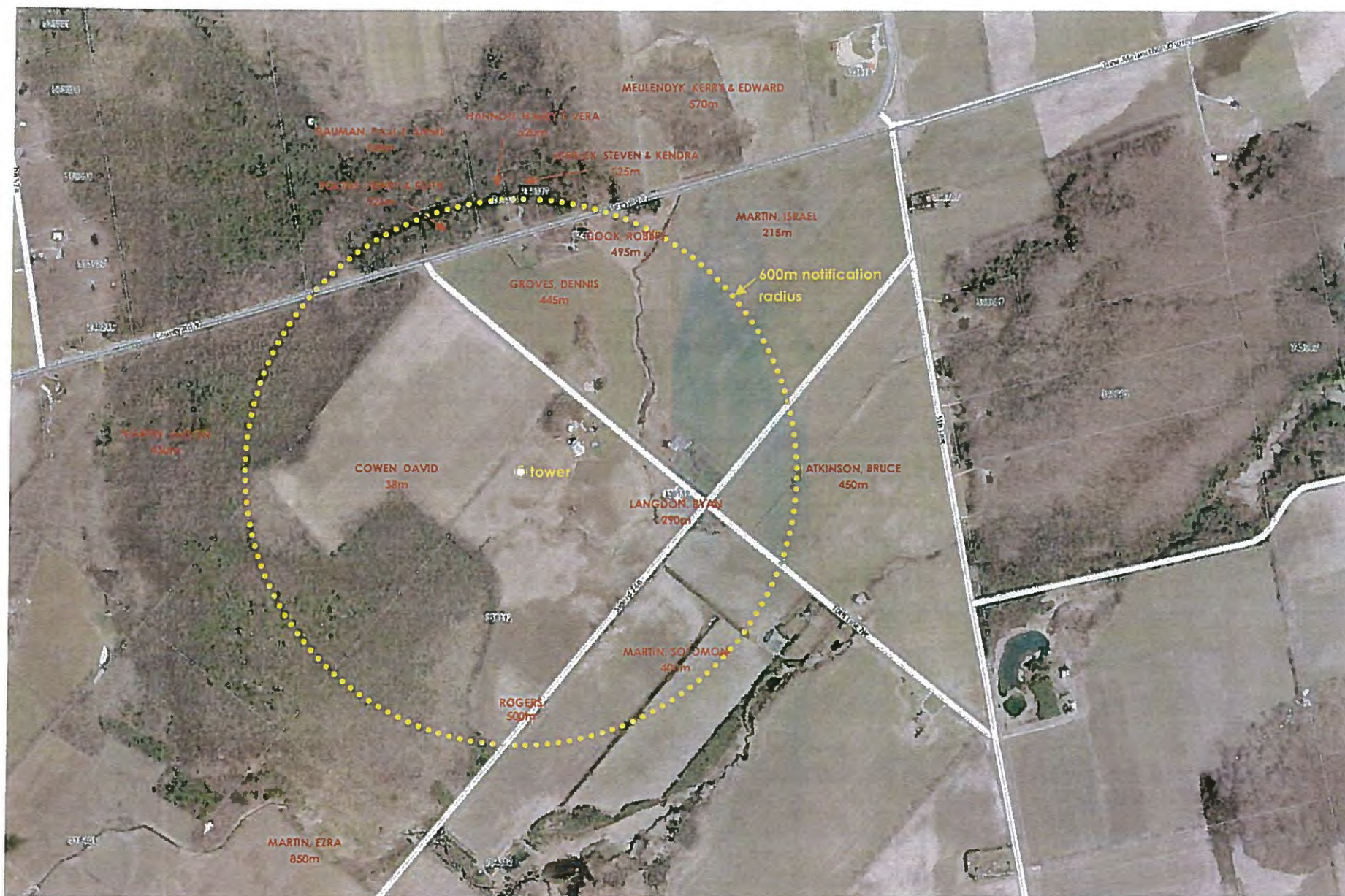
Respectfully submitted,

G. W. JORDEN PLANNING CONSULTANTS LIMITED



Jerry Jorden, RPP

ATTACHMENTS

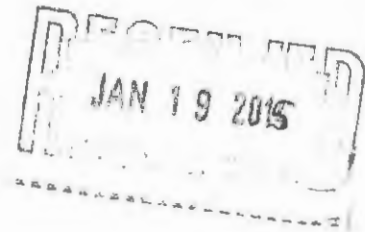




TRANSMITTAL

Date: January 15, 2015

To: Township of Melancthon
157101 Highway 10
Melancthon, Ontario
L9V 2E6



Attention: Denise Holmes

From: Ashley White
Office Administrator
ashley.white@vanharten.com

Project: 22528-14

**Re: Part of Lot 20, Concession 1 OS
Township of Melancthon**

ENCLOSED with this Transmittal, Please find:

<u>No. of Copies</u>	<u>Description</u>
2	Draft Reference Plan

Which are:

	For your Records	X	Mail
	For Your Comments		Courier
	For Your Approval and Return		Delivered
	As Requested		Pick-up
X	For Your Review and Approval		Other

Ph: (519) 925-5525
Fax: (519) 925-1110

TOWNSHIP OF MELANCTHON
Committee of Adjustment

R.R. # 6
Shelburne, Ontario
L0N 1S9

NOTICE OF PUBLIC MEETING
Application for Consent

File No. B1/14

Date of Meeting: **Thursday, May 15, 2014**

Time: **5:30 p.m.**

Name of Owner/Applicant: **Bonnefield GP III Inc.**

Location of Public Meeting: **Council Chambers, R.R. # 6, Shelburne, Ontario, L0N 1S9**

PROPOSED SEVERANCE: West Part Lot 20, Concession 1 O.S.

Existing Use: **Agricultural Storage**

Proposed Use: **Agricultural Storage**

Road Frontage: **105 metres**

Depth: **78 metres**

Area: **0.8 hectares**

RETAINED PORTION: Part of the West Part Lot 20, Concession 1 O.S.

Existing Use: **Agriculture**

Proposed Use: **Agriculture**

Road Frontage: **125 metres**

Depth: **660 metres**

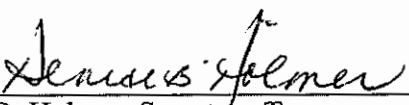
Area: **18.45 hectares**

The land is not the subject of an application under the Act for an Official Plan Amendment, Zoning By-law Amendment, or Minor Variance application.

If you require additional information on this application, it may be obtained by contacting the Secretary-Treasurer at the above address during regular office hours.

If a person or public body that files an appeal of a decision of the Melancthon Township Committee of Adjustment in respect of the proposed consent does not make a written submission to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Municipal Board may dismiss the appeal.

If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed consent, you must make a written request to the Committee of Adjustment, Township of Melancthon, R.R. # 6, Shelburne, Ontario, L0N 1S9.



Denise B. Holmes, Secretary-Treasurer

Conover Storage and Lot



SEVERED
(1)

SEVERED
(2)

RETAINED

**TOWNSHIP OF MELANCTHON COMMITTEE OF ADJUSTMENT
NOTICE OF DECISION UNDER THE PLANNING ACT**

FILE NO. B1/14

We, the undersigned members of the Committee of Adjustment, do hereby certify that the following decision was reached by us at a meeting in Melancthon Township on Thursday, July 3, 2014

The said decision was reached on the application of: Bonnefield GP III Inc. to sever the West Part of Lot 20, Concession 1 OS (0.8 hectares) from the West Part of Lot 20, Concession 1 OS (18.45 hectares)

DECISION: APPROVED (if granted, is subject to the following conditions which must be, in the opinion of the Committee, substantially complied with or waived by the party requesting the condition:)

1. A legal plan of survey if required.
2. Rezoning is required.
3. That the groundwater and soil quality related requirements provided in the June 20th, 2014 e-mail from Mr. Lemieux, of Bluewater Geoscience, be fulfilled to Mr. Lemieux's satisfaction.
4. That a development agreement be executed with the Township, if necessary to implement any ground water monitoring program or other requirements associated with the approval of this application.
5. Taxes and special charges must be paid to date on the subject lands when the deed is submitted for endorsement.
6. Entrances to the severed and retained parcels are to be in accordance with the County of Dufferin Entrance Policy 5-3-17 as per the County's letter dated May 15, 2014.
7. Entrance to the retained parcel is to be approved by the Township Road Department when the deed is submitted for endorsement.
8. Conditions must be fulfilled and deeds stamped by the Secretary on or before one year from the last date of appeal.


REASONS FOR DECISION: This application conforms to the Official Plan of the Township of Melancthon


CHAIRMAN


MEMBER

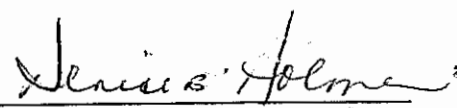

MEMBER


MEMBER


MEMBER

I, Denise B. Holmes, Secretary-Treasurer of the Melancthon Township Committee of Adjustment hereby certify that the above is a true copy of the decision of the Committee with respect to the application recorded herein.

DATED THIS 4th day of July, 2014


Secretary-Treasurer

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have made a written request to be notified of changes to the conditions of the provisional consent.

Any person or public body may, not later than 20 days after the giving of notice under subsection (17) of the Planning Act is completed, appeal the decision or any condition imposed by the Committee of Adjustment or appeal both the decision and any condition to the Municipal Board by filing with the clerk of the municipality a notice of appeal setting out the reasons for the appeal, accompanied by the fee of \$125.00 payable to the Minister of Finance. **THE LAST DATE ON WHICH THIS DECISION MAY BE APPEALED TO THE ONTARIO MUNICIPAL BOARD IS THE** 24th day of July, 2014

Only individuals, corporations and public bodies may appeal decision in respect of applications for consent to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group.

Ph: (519) 925-5525
Fax: (519) 925-1110

TOWNSHIP OF MELANCTHON
Committee of Adjustment

R.R. # 6
Shelburne, Ontario
L0N 1S9

NOTICE OF PUBLIC MEETING
Application for Consent

File No. B2/14

Date of Meeting: **Thursday, May 15, 2014**

Time: **5:30 p.m.**

Name of Owner/Applicant: **Bonnefield GP III Inc.**

Location of Public Meeting: **Council Chambers, R.R. # 6, Shelburne, Ontario, L0N 1S9**

PROPOSED SEVERANCE: West Part Lot 20, Concession 1 O.S.

Existing Use: **Storage Agriculture**

Proposed Use: **Storage Agriculture**

Road Frontage: **63 m (20 SDRD)/ 12 m (Cty 124)** Depth: **192 metres**

Area: **1.3 hectares**

RETAINED PORTION: Part of the West Part Lot 20, Concession 1 O.S.

Existing Use: **Agricultural**

Proposed Use: **Agricultural**

Road Frontage: **115 metres**

Depth: **660 metres**

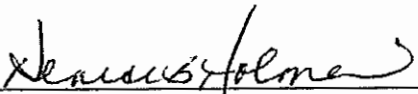
Area: **17.15 hectares**

The land is not the subject of an application under the Act for an Official Plan Amendment, Zoning By-law Amendment, or Minor Variance application.

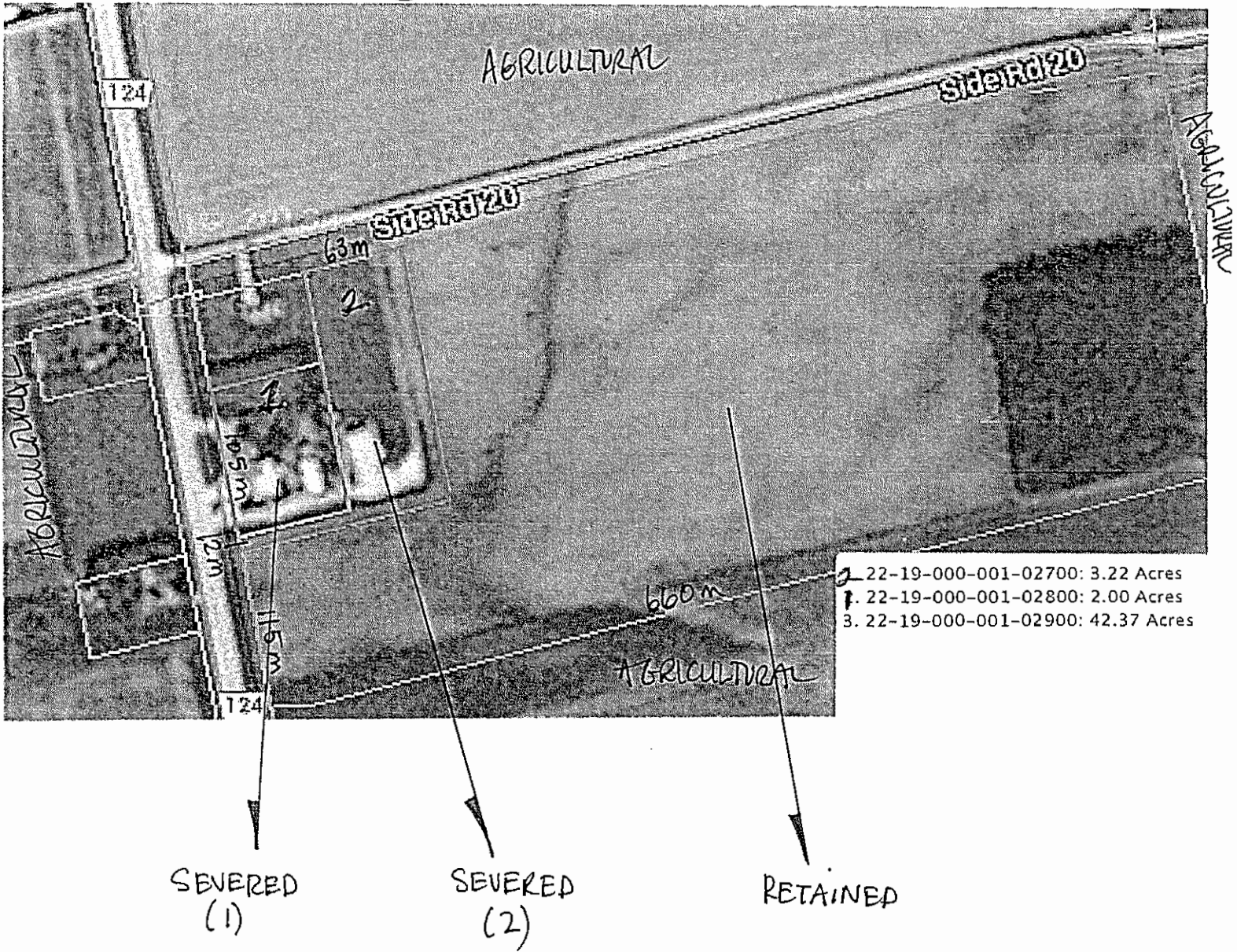
If you require additional information on this application, it may be obtained by contacting the Secretary-Treasurer at the above address during regular office hours.

If a person or public body that files an appeal of a decision of the Melancthon Township Committee of Adjustment in respect of the proposed consent does not make a written submission to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Municipal Board may dismiss the appeal.

If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed consent, you must make a written request to the Committee of Adjustment, Township of Melancthon, R.R. # 6, Shelburne, Ontario, L0N 1S9.


Denise B. Holmes, Secretary-Treasurer

Conover Storage and Lot



**TOWNSHIP OF MELANCTHON COMMITTEE OF ADJUSTMENT
NOTICE OF DECISION UNDER THE PLANNING ACT**

FILE NO. B2/14

We, the undersigned members of the Committee of Adjustment, do hereby certify that the following decision was reached by us at a meeting in Melancthon Township on

Thursday, July 3, 2014

The said decision was reached on the application of: Bonnefield GP III Inc. to sever the West Part of Lot 20, Concession 1 OS (1.3 hectares) from Part of the West Part of Lot 20, Concession 1 OS (17.15 hectares)

DECISION: APPROVED (if granted, is subject to the following conditions which must be, in the opinion of the Committee, substantially complied with or waived by the party requesting the condition:)

1. A legal plan of survey if required.
2. Rezoning is required.
3. That the groundwater and soil quality related requirements provided in the June 20th, 2014 e-mail from Mr. Lemieux, of Bluewater Geoscience, be fulfilled to Mr. Lemieux's satisfaction.
4. That a development agreement be executed with the Township, if necessary to implement any ground water monitoring program or other requirements associated with the approval of this application.
5. Taxes and special charges must be paid to date on the subject lands when the deed is submitted for endorsement.
6. Entrances to the severed and retained parcels are to be in accordance with the County of Dufferin Entrance Policy 5-3-17 as per the County's letter dated May 15, 2014.
7. Entrances to the severed and retained to be approved by the Township Road Department when the deed is submitted for endorsement.
8. Conditions must be fulfilled and deeds stamped by the Secretary on or before one year from the last date of appeal.

REASONS FOR DECISION: This application conforms to the Official Plan of the Township of Melancthon



CHAIRMAN



MEMBER



MEMBER

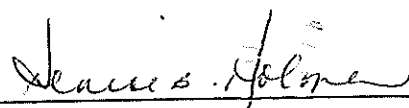
MEMBER



MEMBER

I, Denise B. Holmes, Secretary-Treasurer of the Melancthon Township Committee of Adjustment hereby certify that the above is a true copy of the decision of the Committee with respect to the application recorded herein.

DATED THIS 4th day of July, 2014

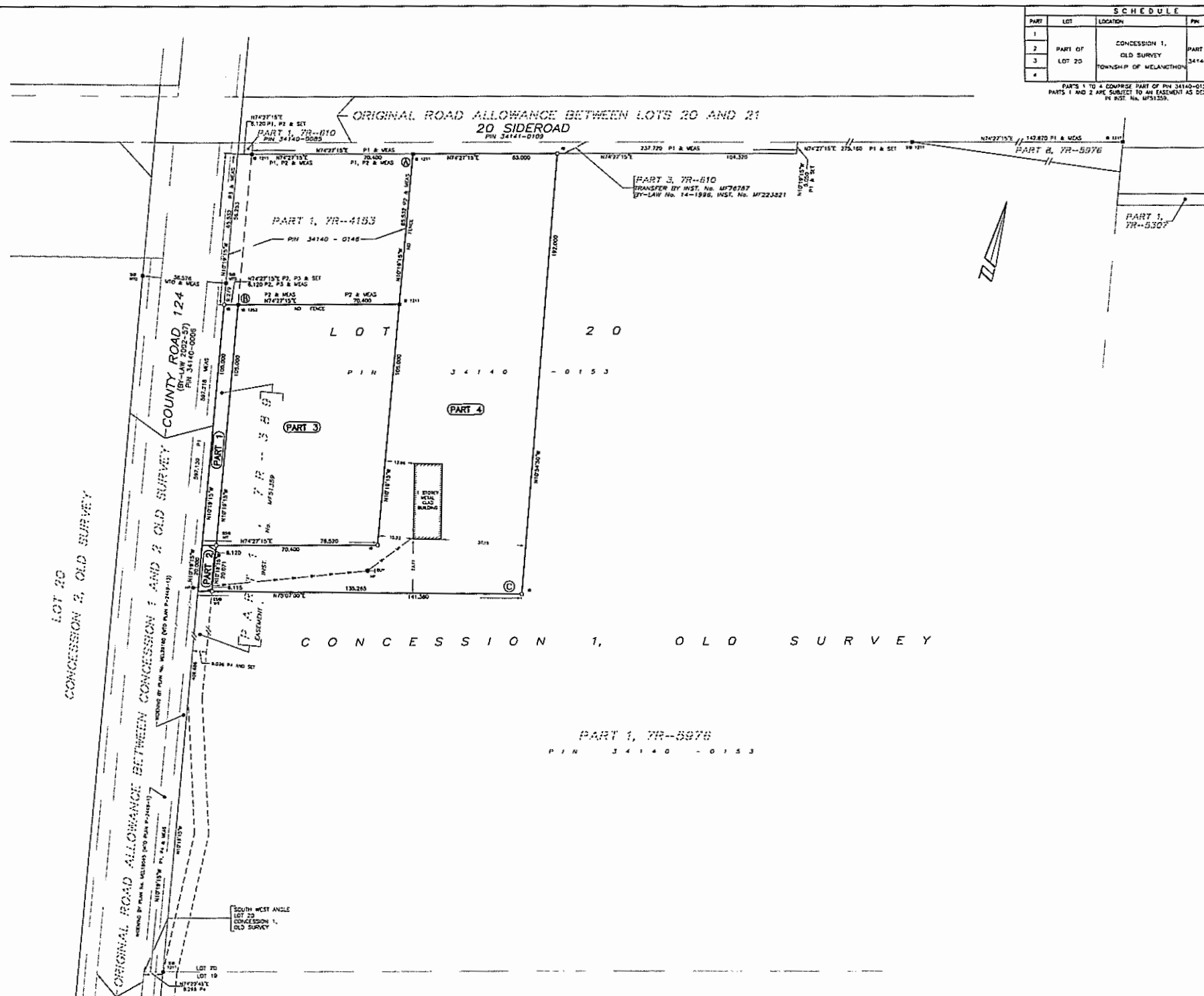


Secretary-Treasurer

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have made a written request to be notified of changes to the conditions of the provisional consent.

Any person or public body may, not later than 20 days after the giving of notice under subsection (17) of the Planning Act is completed, appeal the decision or any condition imposed by the Committee of Adjustment or appeal both the decision and any condition to the Municipal Board by filing with the clerk of the municipality a notice of appeal setting out the reasons for the appeal, accompanied by the fee of \$125.00 payable to the Minister of Finance. **THE LAST DATE ON WHICH THIS DECISION MAY BE APPEALED TO THE ONTARIO MUNICIPAL BOARD IS THE** 24th day of July, 2014

Only individuals, corporations and public bodies may appeal decision in respect of applications for consent to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group.



SCHEDULE				
PART	LOT	LOCATION	PK	AREA
1				0.064 NA
2	PART OF	CONCESSION 1,		0.012 ND
3	LOT 20	OLD SURVEY	PART OF P.U. 34140-0153	0.738 NA
4		TOWNSHIP OF MELANCTHON		1.368 NA

PARTS 1 TO 2 TO COMPREHEND PART OF P.U. 34140-0153.
 PARTS 1 AND 2 ARE SUBJECT TO AN EASEMENT AS DESCRIBED IN S.D. 8473-100.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TILES ACT.

DATE: _____

PLAN 7R—
RECEIVED AND DEPOSITED

DATE: _____

RON MAK, O.L.S.

REPRESENTATIVE FOR THE
LAND REGISTAR FOR THE
LAND TILES DIVISION OF
DUFFERS No. 7

PLAN OF SURVEY OF
PART OF LOT 20
CONCESSION 1,
OLD SURVEY
TOWNSHIP OF MELANCTHON
COUNTY OF DUFFERIN

SCALE 1 : 750

0 5 10 20 30 40 50 metres

VAN HARTEN SURVEYING INC.

- ### BEARING AND COORDINATE NOTE:
1. BEARINGS ARE GRID BEARINGS AND ARE DERIVED FROM GPS OBSERVATIONS AND ARE REFERRED TO THE UTM PROJECTION, ZONE 17, MAG 63 (CSRS-2010) ADJUSTMENT.
 2. DISTANCES SHOWN ON THIS PLAN ARE ADJUSTED GROUND DISTANCES THAT CAN BE CONVERTED TO MAP DISTANCES BY MULTIPLYING BY AN AVERAGED COGNATE SCALE FACTOR OF 0.999574.
 3. COORDINATES ON THIS PLAN ARE UTM, ZONE 17, MAG63 (CSRS-2010) ADJUSTMENT AND ARE BASED ON THE GPS OBSERVATIONS FROM A NETWORK OF PERMANENT GPS REFERENCE STATIONS.

UTM COORDINATES (METRES)		
POINT ID	NORTHING	EASTING
A	4,893,268.07	562,947.50
B	4,893,105.38	562,931.44
C	4,893,097.10	563,044.51

THESE COORDINATE VALUES COMPLY WITH SECTION 14(2) DREG 218/70. THESE COORDINATES CANNOT, IN PRINCIPLE, BE USED TO

RE-ESTABLISH THE CONCORDS OF BOURGAINES SHOWN ON THIS MAP

BEARING COMPARISONS:

FOR THE PURPOSES OF BEARING COMPARISONS, PREVIOUS SURVEYS HAVE BEEN ROTATED TO UTM BEARINGS BY THE ANGLES SHOWN BELOW.

PLAN	ROTATION FOR NORTH-EAST BEARINGS
P2, P3	-0° 2' 15"

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THIS SURVEY WAS COMPLETED ON THE 18TH DAY OF DECEMBER, 2014.

DATE: JANUARY 14 2015

RON MAX
DEEDS LAND SURVEYOR

LEGEND:

- DENOTES SURVEY WORKMAN SET
 --- DENOTES SURVEY WORKMAN FOUND
 S8 DENOTES 015 225 0.00 STAMBOAD 80N N8R
 S9 DENOTES 015 213 0.00 80N N8R
 S5-8 DENOTES 025 325 0.00 SHORT STANDARD 80N N8R
 DENOTES 218 215 0.00 PROUD HORN WITH SCUMPS MASTER
 DENOTES 217 225 0.00 PLASTIC BAR
 DENOTES 015 2255
 WIT DENOTES WITNESS
 DENOTES ONLY LADYMAN
 DENOTES VAN HANDEL SURVEYING INC. O.L.E.
 WIT DENOTES WIT OF DENOTES SURVEYOR OF DENOTES
 1211 DENOTES J. WILLIAMS O.L.E.
 1212 DENOTES G. LELAND O.L.E.
 P1 DENOTES PLAIN 78-5278
 P2 DENOTES PLAIN 78-1548
 P3 DENOTES PLAIN 78-1549
 P4 DENOTES PLAIN 78-1589
 DENOTES OVERHEADS INTRUD
 DENOTES UNDERHEADS INTRUD

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

	<h1>Van Harten</h1> <p>SURVEYING INC.</p> <p>LAND SURVEYORS AND ENGINEERS</p>	
	<p>422 MIDWINTER STREET DURHAM, ONTARIO M3C 1S3 PHONE: 518-821-3163 FAX: 518-821-3772 www.vanhartensurvey.com</p>	<p>850 RIDGELL ROAD UNIT 3 GRANVILLE, ONTARIO L9W 5G0 PHONE: 518-843-1110 FAX: 518-843-1173 www.vanhartensurvey.com</p>
<p>Website: www.vanhartensurvey.com</p>		<p>PROJECT NO. 75238-18</p>
<p>Drawn BY: JFY</p>		<p>CHECKED BY: AM PROJECT NO. 75238-18 DATE: 11/13/2015</p>
<p>DATE: 11/13/2015 11:33 am</p>		<p>FILE NAME: J:\PROJECTS\75238-18\75238-18.dwg</p>
<p>1:\Users\jvanhart\Documents\75238-18\75238-18.dwg</p>		

P. J. WILLIAMS
ONTARIO LAND SURVEYOR
413 FIRST AVENUE EAST
SHELBURNE, ONTARIO
L9V 2Y9
PHONE: 519-925-0057 & 519-941-6231 FAX: 519-941-6231
E-MAIL ADDRESS: PJW1211@AOL.COM

August 25, 2014

Township of Melancthon
Att'n: Denise Holmes, CAO/Secretary-Treasurer
157101 Highway 10,
Melancthon, Ontario
L9V 2E6

Re: One-part Reference Plan for Application B11/14.
Location: Part of the East Half of Lot 27, Concession 3, Old Survey, Township of
Melancthon (#478418 3rd Line).
Our Project: #5322a
Client: Stan Coe & Ashley Coe

Dear Denise,

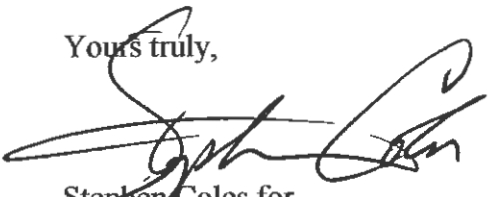
Attached is a preliminary copy of the Survey for your approval. Please note that the
buildings will not be shown on the final plan.

Once you have reviewed the plan, we would appreciate a letter of approval (by e-mail)
for our records. Thank you.

After the plan has been deposited – we will send you a copy of the deposited reference
plan.

Please call if you have any questions or comments.

Yours truly,

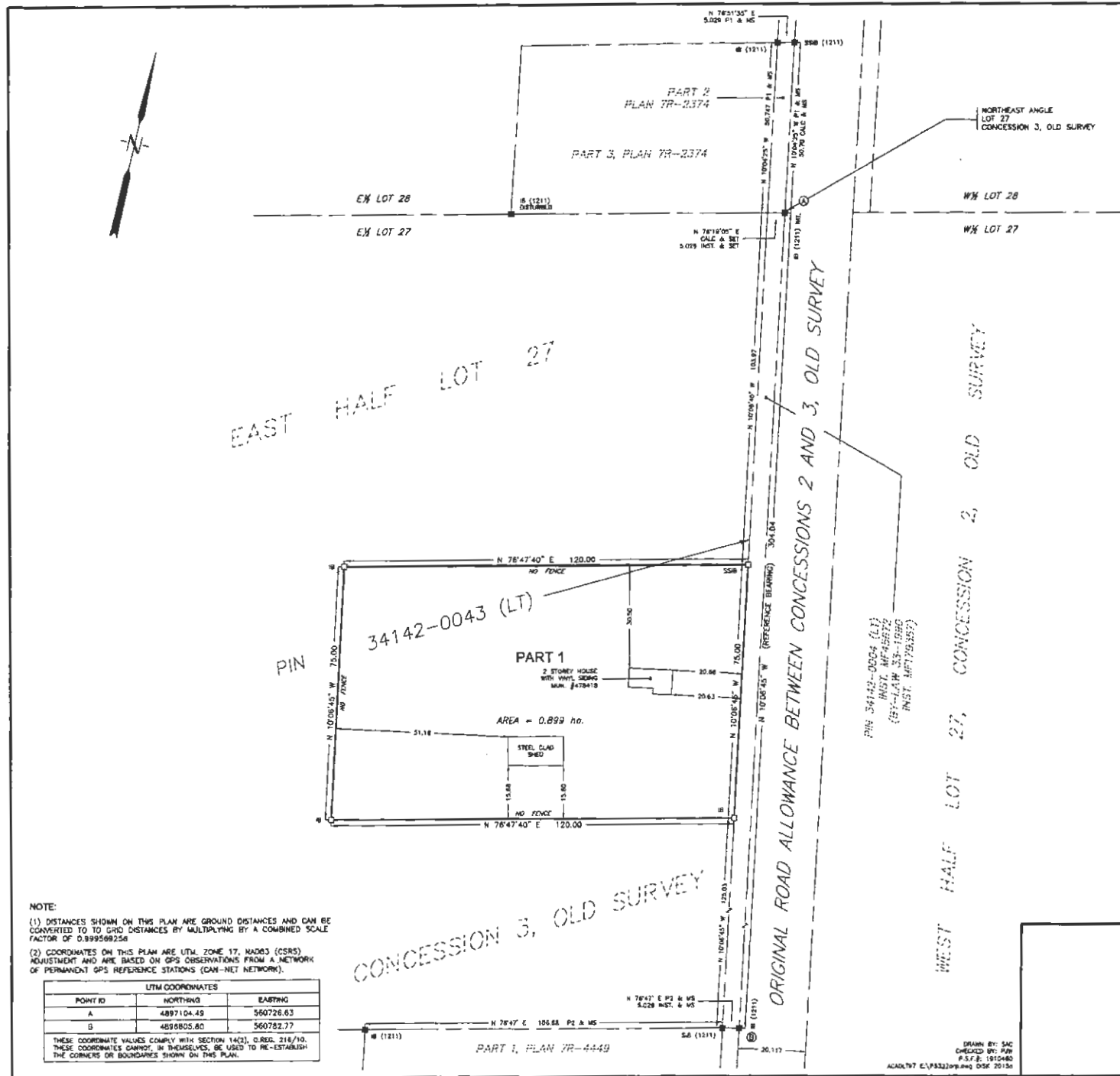


Stephen Coles for
P.J. Williams, Ontario Land Surveyor

cc: Stan Coe & Ashley Coe

9

FEB 05 2015



Ph: (519) 925-5525
Fax: (519) 925-1110

TOWNSHIP OF MELANCTHON
Committee of Adjustment

157101 Highway 10
Melancthon, Ontario
L9V 2E6

NOTICE OF PUBLIC MEETING
Application for Consent

File No. **B11/14**

Date of Meeting: **Thursday, October 16, 2014**

Time: **5:30 p.m.**

Name of Owner/Applicant: **Owner: Stan Coe**

Applicant: Ashley Pullen

Location of Public Meeting: **Council Chambers, 157101 Highway 10, Melancthon ON L9V 2E6**

PROPOSED SEVERANCE: East Part of Lot 27, Concession 3 O.S.

Existing Use: **Residential**

Proposed Use: **Residential**

Road Frontage: **75 m.**

Depth: **120 m.**

Area: **.90 ha.**

RETAINED PORTION: Part of the East Part of Lot 27, Concession 3 O.S.

Existing Use: **Agriculture**

Proposed Use: **Agriculture**

Road Frontage: **230 m.**

Depth: **670 m.**

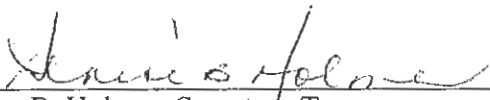
Area: **19.535 m.**

The land is not the subject of an application under the Act for an Official Plan Amendment, Zoning By-law Amendment, or Minor Variance application.

If you require additional information on this application, it may be obtained by contacting the Secretary-Treasurer at the above address during regular office hours.

If a person or public body that files an appeal of a decision of the Melancthon Township Committee of Adjustment in respect of the proposed consent does not make a written submission to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Municipal Board may dismiss the appeal.

If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed consent, you must make a written request to the Committee of Adjustment, Township of Melancthon, 157101 Highway 10, Melancthon, Ontario, L9V 2E6.


Denise B. Holmes, Secretary-Treasurer

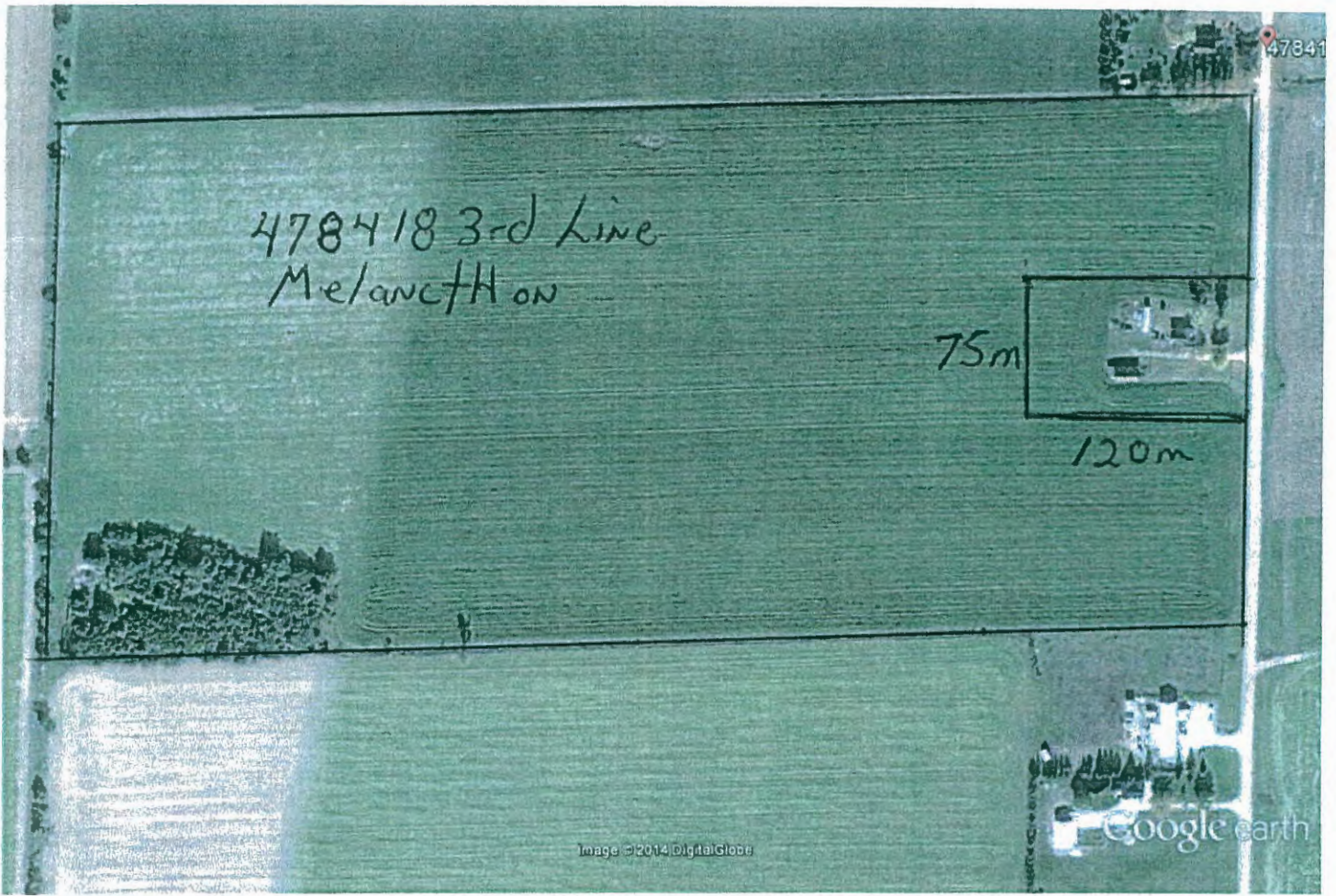


Image ©2014 DigitalGlobe

Google earth



**TOWNSHIP OF MELANCTHON COMMITTEE OF ADJUSTMENT
NOTICE OF DECISION UNDER THE PLANNING ACT**

FILE NO. B11/14

We, the undersigned members of the Committee of Adjustment, do hereby certify that the following decision was reached by us at a meeting in Melancthon Township on

Thursday, October 16, 2014

The said decision was reached on the application of: Stan Coe and Ashley Pullen to sever approximately .90 ha. from the East Part of Lot 27, Concession 3 O.S.

DECISION: APPROVED (if granted, is subject to the following conditions which must be, in the opinion of the Committee, substantially complied with or waived by the party requesting the condition:)

1. A legal plan of survey is required showing all structures on the property.
2. That the severed parcel be zoned to the Rural Residential Zone to ensure the lot is a legal residential lot and that the proposed rezoning also ensure that future use of the existing detached accessory building be limited to accessory residential use.
3. Rezoning of the retained parcel is required to prohibit any future residential use of the retained lands.
4. Written approval for the septic system must be received from the County of Dufferin Building Department before the deed is submitted for endorsement.
5. Taxes and special charges must be paid to date when the deed is submitted for endorsement.
6. Conditions must be fulfilled and deeds stamped by the Secretary on or before one year from the last date of appeal.

REASONS FOR DECISION: This application conforms with the Official Plan of the Township of Melancthon and is consistent with the Provincial Policy Statement



CHAIRMAN



MEMBER



MEMBER



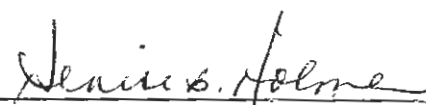
MEMBER



MEMBER

I, Denise B. Holmes, Secretary-Treasurer of the Melancthon Township Committee of Adjustment hereby certify that the above is a true copy of the decision of the Committee with respect to the application recorded herein.

DATED THIS 20th day of October, 2014

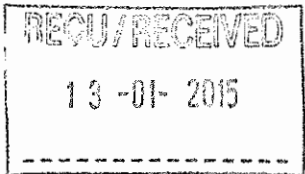


Secretary-Treasurer

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have made a written request to be notified of changes to the conditions of the provisional consent.

Any person or public body may, not later than 20 days after the giving of notice under subsection (17) of the Planning Act is completed, appeal the decision or any condition imposed by the Committee of Adjustment or appeal both the decision and any condition to the Municipal Board by filing with the clerk of the municipality a notice of appeal setting out the reasons for the appeal, accompanied by the fee of \$125.00 payable to the Minister of Finance. **THE LAST DATE ON WHICH THIS DECISION MAY BE APPEALED TO THE ONTARIO MUNICIPAL BOARD IS THE 9th day of November, 2014**

Only individuals, corporations and public bodies may appeal decision in respect of applications for consent to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group.



NOTIFICATION FOR MAINTENANCE AND REPAIR

SECTION 79, THE DRAINAGE ACT, 1990

Date: January 12, 2015

The Mayor and Council,

Township of Melancthon

The undersigned, being owner(s) of the lands assessed on the
Henderson Drain Municipal Drain, herewith
serve notice that the condition of said drainage works injuriously affects the
following lands and that it is herewith respectfully requested to have the said
drainage works repaired, improved, extended or altered, if necessary, under the
provisions of the Drainage Act.

Lot	Con.	Signature of Owner
<u>LOT 26/4</u>	<u>CON 3 SW</u>	<u>[Signature]</u>
<u>LOT 26/2</u>		

Denise Holmes

From: Denise Holmes <dholmes@melancthontownship.ca>
Sent: January-29-15 8:58 AM
To: dholmes@melancthontownship.ca
Subject: FW: O. Reg. 160/99 (Electricity Act) re: 50 limitation distribution (collector) lines
Attachments: APPEC_Letter to Mayor White_ Melancthon Township_O. Reg. 328.09.pdf; (4) and (5) of ElectricityAct_Definitions.pdf; ELECTRICITY ACT, 1998 - O_ Reg_ 328-09 (3).htm; MOE_ltr_corr_response to Eric Gillespie_20140707.pdf

Dear Mayor White,

The APPEC board would like to share information with you regarding the definition of "renewable energy generation facility" in O. Reg. 328/09 and in O. Reg. 160/99 made under the Electricity Act, 1998, specifically the 50 kilometre "limitation" on distribution (collector) lines in renewable energy generation facilities. We hope this information may be of some assistance to your efforts to stop the Dufferin Wind Project.

Please find attached a letter from Gord Gibbins, Chair, APPEC as well as excerpts of O. Reg. 358/09 and O. Reg. 160/99 and a letter from the MOE to Eric Gillespie regarding the length of the distribution (collector) lines in the White Pines Wind Project.

Please feel free to contact me if you would like to discuss this further with members of the APPEC board.

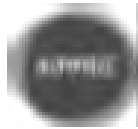
Regards,
Paula Peel
Secretary, APPEC

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca [Remove](#) this sender from my allow list
From: trunorth1849@yahoo.ca

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



ALLIANCE TO PROTECT
PRINCE EDWARD COUNTY
Protecting what we love

APPEC
P. O. Box 173
Milford, ON
K0K 2P0

January 26, 2015

Mayor Darren White
682378 260 Sideroad
Melancthon, Ontario
L9V 2N1

(Sent via email. Hard copy to follow)

Dear Mayor White,

I am writing as Chair of the Board of the Alliance to Protect Prince Edward County (APPEC) in regards to your concerns with the Dufferin Wind Project and plans for a 230 kV Transmission Line through Melancthon. Prince Edward County, like Melancthon Township has declared itself an "Unwilling Host". APPEC is a similar organization to Wind Resistance of Melancthon and has similar industrial wind turbine placement and Transmission Line concerns.

This letter is to inform you and your council of our findings that indicate the Dufferin Wind Project is not in compliance with the Ontario Electricity Act, 1998 based on subsection 4 (1) of O. Reg. 328/09 amending O. Reg. 160/99 made under the Electricity Act, 1998. Please note that O. Reg. 328/09 is one of several regulations that came into effect in 2009 with the Green Energy and Green Economy Act.

As stated in subsection 4(1) of O. Reg.160/99:

(4) For the purposes of the definition of "renewable energy generation facility" in the Act, the following associated or ancillary equipment, systems and technologies are prescribed:

1. Transmission or distribution lines of less than 50 kilometres in length that are associated with or ancillary to a renewable energy generation facility.

In addition to limiting to length of transmission lines, the Ontario Regulation also limits the length of distribution lines to 50 kilometres. The attached response from the Ministry of the Environment to Eric Gillespie, who made enquiries on our behalf on this matter, states that the lines within the wind project from each of the turbines to the substation are considered distribution lines as they are under 50 kV. Please reference the attached copy of O. Reg. 160/99 and the letter from the Director, Environmental Approvals Branch at the MOE identifying that the lines distributing electricity within the wind project are under 50kV and for this reason are distribution lines. Based on Dufferin Wind Power Inc. project reports there is an estimated 159 kilometres of distribution lines in the Dufferin renewable energy generation facility. As such, we believe that Melancthon Township is in a position to assert that the Dufferin renewable energy generation facility is not in compliance with O. Reg. 160/99 and that an REA should not have been issued for this facility.

It is our hope that Melancthon will consider the above as part of its appeal of the length of the 230kV

transmission line and also assert that the distribution line in this project is not in compliance with the 50 kilometre limitation for distribution lines as prescribed by O. Reg. 160/99.

Also copied on this letter is Robert Quaiff, Mayor of Prince Edward County and a member of the Multi-Municipal Wind Turbine Working Group.

Should you or the Melancthon council or staff wish more information about the transmission and distribution line limitations after reviewing the enclosed detailed description you can contact me at your convenience.

Sincerely,
Gord Gibbins
Chair, APPEC
contactus@appec.ca

cc:
Mayor Robert Quaiff
47 York St
Picton, ON
K0K 2T0

Ministry of the Environment
and Climate Change

Environmental Approvals
Branch

2 St. Clair Avenue West
Floor 12A
Toronto ON M4V 1L5
Tel.: 416 314-8001
Fax: 416 314-8452

Ministère de l'Environnement et
de l'Action en matière de
changement climatique

Direction des autorisations
environnementales

2, avenue St. Clair Ouest
Étage 12A
Toronto ON M4V 1L5
Tél.: 416 314-8001
Téléc.: 416 314-8452



July 7, 2014

Mr. Eric Gillespie
10 King Street East, Suite 600
Toronto ON
M5C 1C3

Dear Mr. Gillespie:

Thank you for your June 27, 2014 follow up letter to Sarah Paul on behalf of the Alliance to Protect Prince Edward County regarding the White Pines Wind Project proposed by wpd Canada Incorporated in Prince Edward County. I am pleased to respond on behalf of the ministry.

In our May 14, 2014 letter we stated that the definition of "renewable energy generation facility" in the *Electricity Act, 1998* is further expanded in subsection 1(4) of O. Reg. 160/99 (Definitions and Exemptions) made under that Act, and includes transmission or distribution lines of less than 50 km in length that are associated with or ancillary to a renewable energy generation facility.

Subsection 1(5) of O. Reg. 160/99 also clarifies that:

1. A distribution line is associated with or ancillary to a renewable energy generation facility if the line is used to distribute electricity within the facility or from the facility to the distribution system of the distributor in whose distribution service area the renewable energy generation facility is located.
2. A transmission line is associated with or ancillary to a renewable energy generation facility if the line is used to transmit electricity within the facility or from the facility to the IESO-controlled grid.

Subsection 2(1) of the *Electricity Act, 1998* defines "distribute" and "transmit" as follows:

"distribute", with respect to electricity, means to convey electricity at voltages of 50 kilovolts or less

"transmit", with respect to electricity, means to convey electricity at voltages of more than 50 kilovolts

As such, the ministry considers transmission lines as separate and distinct from distribution lines. From the ministry's review of the renewable energy approval application for the White Pines Wind Project and as subsequently confirmed by wpd Canada, the total length of distribution lines (34.5 kilovolts or kV) is 43km and the total length of transmission lines (69 kilovolts or kV) is 28km.

The ministry understands that the distribution lines for the wind facility will be used to distribute electricity within the facility. In other words, a step-up transformer, located adjacent to each turbine, will be connected to the collection system via 34.5 kV 'collector lines' which will then transport the electricity generated from each turbine to a substation located near Turbine 7.

The ministry also understands that a transmission line will be used to transmit electricity from the facility to the IESO-controlled grid. In other words, a 69 kV 'interconnection line' will connect the substation near Turbine 7 to a substation to be built near the Picton Transformer Station on County Road 5.

Based on the above, the ministry would consider these distribution and transmission lines to be part of the White Pines Wind Project.

We trust that this clarifies matters.

Yours sincerely,



Agatha Garcia-Wright
Director
Environmental Approvals Branch

C: Mirrun Zaveri, Director, Renewables and Energy Facilitation Branch, Ministry of Energy
Kristen Walli, Board Secretary, Ontario Energy Board
I. Minott, Stikeman Elliott LLP

**ServiceOntario***e-Laws*

ONTARIO REGULATION 328/09

made under the

ELECTRICITY ACT, 1998

Made: September 8, 2009

Filed: September 9, 2009

Published on e-Laws: September 11, 2009

Printed in *The Ontario Gazette*: September 26, 2009

Amending O. Reg. 160/99

(DEFINITIONS AND EXEMPTIONS)

Note: Ontario Regulation 160/99 has previously been amended. For the legislative history of the Regulation, see the Table of Consolidated Regulations – Detailed Legislative History at www.e-Laws.gov.on.ca.

1. (1) Subsection 1 (1) of Ontario Regulation 160/99 is amended by adding the following definitions:

“agricultural waste” has the same meaning as in Regulation 347 of the Revised Regulations of Ontario, 1990 (General — Waste Management) made under the *Environmental Protection Act*;

“anaerobic digestion” means the decomposition of organic matter by bacteria in an oxygen-limiting environment;

“biodiesel” has the same meaning as in Regulation 347 of the Revised Regulations of Ontario, 1990 (General — Waste Management) made under the *Environmental Protection Act*;

“biofuel” means a liquid fuel made solely from biomass and includes ethanol, methanol and biodiesel;

“biogas” means a gaseous fuel that is,

(a) landfill gas, or

(b) a gas made from the anaerobic digestion of, or any combination of,

(i) biomass,

(ii) source separated organics, or

(iii) organic matter, other than biomass, that is derived from a plant or animal and that is available at a farm operation;

“biomass” means organic matter, other than source separated organics, that is derived from a plant or animal, is available on a natural renewable basis and is,

- (a) grown or harvested for the purpose of being used to generate electricity,
- (b) waste from harvesting or processing agricultural products or waste from processing forestry products, including spent pulping liquor,
- (c) agricultural waste,
- (d) organic waste materials from a greenhouse, nursery, garden centre or flower shop,
- (e) pulp and paper biosolids,
- (f) waste from food processing, distribution and preparation operations, such as food packing, food preserving, wine making, cheese making, restaurants and grocery stores, and includes, as an example, organic waste from the treatment of wastewater from facilities where food or feed is processed or prepared,
- (g) sewage biosolids,
- (h) hauled sewage,
- (i) waste from the operation of a sewage works subject to the *Ontario Water Resources Act*,
- (j) woodwaste, or
- (k) forest resources made available under a forest management plan approved under the *Crown Forest Sustainability Act, 1994* or a managed forest plan approved under the Managed Forest Tax Incentive Program;

“farm operation” has the same meaning as in Regulation 347 of the Revised Regulations of Ontario, 1990 (General — Waste Management) made under the *Environmental Protection Act*;

“hauled sewage” has the same meaning as in Regulation 347 of the Revised Regulations of Ontario, 1990 (General — Waste Management) made under the *Environmental Protection Act*;

“municipal waste” has the same meaning as in Regulation 347 of the Revised Regulations of Ontario, 1990 (General — Waste Management) made under the *Environmental Protection Act*;

“pulp and paper biosolids” has the same meaning as in Ontario Regulation 267/03 (General) made under the *Nutrient Management Act, 2002*;

“sewage biosolids” has the same meaning as in Ontario Regulation 267/03 (General) made under the *Nutrient Management Act, 2002*;

“source separated organics” means organic waste that has been separated from other waste under a program operated by or for a municipality;

“woodwaste” has the same meaning as in Regulation 347 of the Revised Regulations of Ontario, 1990 (General — Waste Management) made under the *Environmental Protection Act*.

(2) Section 1 of the Regulation is amended by adding the following subsections:

(1.1) For the purposes of the definition of “biomass” in subsection (1), biomass does not include,

- (a) peat or peat derivatives; and
- (b) municipal waste, other than organic matter referred to in paragraphs (b) through (j) of the definition of “biomass”.

.....

(4) For the purposes of the definition of “renewable energy generation facility” in the Act, the following associated or ancillary equipment, systems and technologies are prescribed:

- 1. Transmission or distribution lines of less than 50 kilometres in length that are associated with or ancillary to a renewable energy generation facility.
- 2. Transformer stations or distribution stations that are associated with or ancillary to a renewable energy generation facility.
- 3. Any transportation systems that are associated with or ancillary to the provision of access to a renewable energy generation facility, during the construction, installation, use, operation, changing or retiring of a renewable energy generation facility.

(5) For the purposes of subsection (4), the following apply:

- 1. A distribution line is associated with or ancillary to a renewable energy generation facility if the line is used to distribute electricity within the facility or from the facility to the distribution system of the distributor in whose distribution service area the renewable energy generation facility is located.
- 2. A transmission line is associated with or ancillary to a renewable energy generation facility if the line is used to transmit electricity within the facility or from the facility to the IESO-controlled grid.
- 3. A transformer station or distribution station is associated with or ancillary to a renewable energy generation facility if the station is used to transform the voltage of electricity at the facility, on a transmission line or on a distributor’s distribution system which is associated with or ancillary to the facility.
- 4. A transportation system includes all transportation systems constructed solely to provide access to the renewable energy generation facility, including transportation systems on Crown land, but does not include a highway which is intended for or used by the general public for the passage of vehicles.

(6) For the purposes of the definition of “renewable energy generation facility” in the Act, the following classes of waste disposal sites are prescribed:

- 1. A waste disposal site where the material referred to in clause (b) of the definition of biogas is subject to anaerobic digestion.
- 2. A waste disposal site where biomass is thermally treated.

2. This Regulation comes into force on the later of the day subsection 1 (2) of Schedule B to the *Green Energy and Green Economy Act, 2009* comes into force and the day this Regulation is filed.

Denise Holmes

From: Sills, Steven (JUS) <Steven.Sills@opp.ca>
Sent: January-14-15 10:33 AM
To: dholmes@melancthontownship.ca
Subject: Melancthon OPP 6 month contract
Attachments: 6 month Melancthon contract.pdf

Hi Denise,

Here is the 6 month OPP policing contract for Melancthon Township. As with the previous contract, a by-law is required from the municipality agreeing to enter into the provided contract.

Once the by-law has been passed, I will require four signed, certified and stamped copies of the municipalities' by-law accepting the contract. I will have the by-law copies picked up from your office and the by-law will be added into Schedule 'A' of each contract and actually becomes part of the contract itself. The completed contract will then be returned to the municipality to be signed.

Please advise when a by-law would be able to be passed so that I can arrange to have the four copies picked up. I am in most of this week and next if you would like to call and discuss the contract.

Steve

S/Sgt Steven Sills
Detachment Commander
Dufferin Detachment
519 925-3838

If you have any accommodation needs or require communication supports or alternate formats, please let me know.

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca
From: steven.sills@opp.ca

Message Score: 2
My Spam Blocking Level: High

High (60): Pass
Medium (75): Pass
Low (90): Pass

[Block](#) this sender
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This message was delivered because the content filter score did not exceed your filter level.

The term of this Agreement, made in 4 originally executed copies, is from the 1st day of January 2015, to the 30th day of June, 2015.

**AGREEMENT FOR THE PROVISION OF POLICE SERVICES
UNDER SECTION 10 OF THE POLICE SERVICES ACT, R.S.O. 1990, c. P.15, as am.**

BETWEEN:

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY THE
MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES**

("Ontario")

OF THE FIRST PART

AND:

**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
(the "Municipality")**

OF THE SECOND PART

RECITALS:

- (a) Under s. 4(1) of the *Police Services Act*, R.S.O. 1990, c. P.15, as am., the Municipality is required to provide adequate and effective police services in accordance with its needs;
- (b) Under s. 5 of the *Police Services Act*, the Municipality's responsibility for providing police services may be discharged by entering into an Agreement with the Solicitor General under s. 10 of the Act;
- (c) Pursuant to Order-in-Council 497/2004, the powers assigned to the Solicitor General in law, including those set out in the *Police Services Act*, have been transferred to the Minister of Community Safety and Correctional Services; therefore, all references to the Minister of Community Safety and Correctional Services shall be deemed to include the powers previously exercised by the Solicitor General;
- (d) The Municipality has expressed its intent to provide police services, in pursuance of its responsibilities under s. 5 of the *Police Services Act*, by means of this Agreement, as evidenced by by-law number _____, dated _____ (a copy of which is attached as Schedule "A");
- (e) This Agreement reflects the intent of the parties to provide an adequate and effective level of police services for the Municipality as set out in the "Contract Policing Proposal," dated December 23rd, 2014 (attached as Schedule "B");

NOW THEREFORE, in consideration of the premises and covenants herein, the parties agree as follows:

1. The parties warrant that the recitals are true.

Definitions

2. In this Agreement:

- (a) "Annual Billing Statement" means a statement prepared by Ontario and submitted to the Board for review and to the Municipality for review and approval which contains:
 - (i) the Municipality's police costs for the year following the year in which the statement is prepared, based on, among other items, an estimate of salary and benefit costs; and
 - (ii) a reconciliation of actual salary and benefit costs to those billed for the preceding year.
- (b) "Board" means the Township of Melancthon Police Services Board.
- (c) "Commissioner" means the Commissioner of the O.P.P.
- (d) "Detachment Commander" means the O.P.P. officer in charge of Dufferin Detachment.

General Provisions

3. Ontario shall provide adequate and effective police services in accordance with the needs of the Municipality in compliance with the terms and conditions of the Agreement. The Municipality shall pay Ontario for the police services provided under this Agreement in accordance with this Agreement.
4. The Commissioner shall ensure that the Detachment Commander responds appropriately to the Board's objectives and priorities for police services, developed after consultation with the Detachment Commander, pursuant to s. 10(9)(b) of the *Police Services Act*.
5. The Commissioner shall cause the Detachment Commander or his or her designate to report to the Board at mutually agreed upon intervals in accordance with the *Police Services Act* regarding the provision of police services in and for the Municipality. The O.P.P. will, determine the information to be contained in the reports and the format in which they will be provided.

6. (a) For the purposes of s. 10(6) of the *Police Services Act*, the O.P.P. shall provide police services to the Municipality, including the enforcement of mutually agreed upon by-laws. The parties shall annually review this part of the Agreement with a view to revising or updating the list of by-laws requiring O.P.P. enforcement.
- (b) Municipal Building Code violations overseen by the Municipality's building code inspector and those by-laws related to animal control will not form part of this Agreement.

Service Levels

7. (a) Ontario shall cause the Commissioner to assign police officers and other persons to duties relating to the police services in and for the Municipality so as to provide the municipality adequate and effective policing services.
- (b) In the event that the Municipality requests services dedicated specifically to the municipality, it shall be responsible for all costs associated with those dedicated resources.

Liability of Ontario

8. The O.P.P. shall be liable for any damages that may arise as a result of any negligent acts or omissions of its members in the performance of this Agreement.

Provincial Services Usage

9. The O.P.P. as legislated by the *Police Services Act*, must be capable of providing provincial level response that can be mobilized for emergencies, disaster or specialized needs. The O.P.P. may meet this requirement by deploying resources that normally would be assigned to the Detachment that serves the Municipality. The O.P.P. shall ensure that in the event resources are deployed to a situation requiring provincial level response, appropriate resources remain available to the Detachment to provide adequate and effective policing to the Municipality. The use of O.P.P. officers in cases where there is a provincial obligation to respond will be accounted for as part of the billing model.

Equipment and Facilities

10. Ontario shall supply or cause to be supplied at Ontario's cost all vehicles and equipment reasonably necessary and appropriate for the use of the O.P.P. in providing police services under this Agreement.
11. The parties will enter into negotiations concerning the provision and payment of appropriate buildings and rental agreements, including, but not limited to, location, leasehold improvements, and capital costs.

Adequacy Standards Regulation

12. The O.P.P. shall undertake and be responsible for ensuring that all mandatory standards of adequate and effective police services as required by *Ontario Regulation 3/99* under the *Police Services Act* are met and maintained.
13. The Detachment Commander shall provide the Board with reasonable documentation, as agreed upon between the Board and the O.P.P., to allow the Board to evaluate the services and satisfy itself that adequate and effective standards and policies are in place.
14. It shall be the responsibility of the Board to monitor the delivery of police services to ensure that the provisions of the *Ontario Regulation 3/99* under the *Police Services Act* are satisfied on an ongoing basis.

Cost of Police Services

15. (a) On or before October 1st in each year, Ontario shall prepare and deliver to the Board for review and to the Municipality for review and approval, the Annual Billing Statement for the following year (Schedule "C"), together with sufficient documentation and information reasonably necessary to explain and support the billing.
 - (b) The Municipality shall review the Annual Billing Statement upon receipt and, within 90 days of such receipt, shall approve the Annual Billing Statement or deliver to Ontario a request to review the Annual Billing Statement.
 16. (a) In the event that the Municipality fails to approve or request a review of the Annual Billing Statement within 90 days of receipt, the Municipality shall be deemed to have approved the Annual Billing Statement.
 - (b) In the event that the Municipality requests a review of the Annual Billing Statement as provided in this paragraph, the Annual Billing Statement shall be approved or amended and approved in accordance with Section 17.
 17. Where the Municipality has delivered to Ontario a request to review the Annual Billing Statement, the Municipality shall carry it out expeditiously, and Ontario shall cooperate to permit such a review to be carried out. If the parties are unable to agree on the Annual Billing Statement, either party may submit the matter to the dispute resolution mechanisms set out in paragraphs 22 and 23. In the event that the Municipality delivers a request to review to Ontario, the Annual Billing Statement shall be deemed to apply during the period of review.
-

18. The Municipality shall make monthly installment payments to Ontario no later than the end of the month following the month for which payment is being made, each one being one twelfth of the Annual Billing Statement for that year. Any amounts which have become due and owing shall bear interest at the rate set by the Minister of Finance from time to time.
19. Ontario shall keep all records, statements of account, invoices and any other such documents necessary to support the Annual Billing Statement, and all such records shall be kept for a period of seven years. Ontario shall permit the Municipality, upon notice to Ontario, to examine all such records and books of account and conduct a review of the Annual Billing Statement.
20. Upon the approval or deemed approval of the Annual Billing Statement, as provided in this Agreement, adjustments shall be made in the amounts paid by the Municipality by installment so that (i) the total amount paid in respect of the preceding year is equal to the amount shown on the approved Annual Billing Statement and (ii) the installments for the year following the year in which the statement is prepared are each equal to one twelfth of the approved Annual Billing Statement. Any amounts payable by one party to the other shall be paid by means of a credit for the appropriate party in the remaining monthly billings for the year following the year in which the statement is prepared.
21. The parties agree that sections 132 and 133 of the *Police Services Act* will be applied as if the Dufferin Detachment of the O.P.P. was a municipal police force, and as if the Detachment Commander was a Chief of Police.

Dispute Resolution Mechanisms

22. (a) The provisions of this paragraph apply in the event of a dispute between the Municipality and Ontario concerning financial and related issues arising out of the interpretation, application, administration, or alleged violation of this Agreement ("Financial Disputes") or between the Board and the O.P.P. concerning policing issues arising out of the interpretation, application, administration, or alleged violation of this Agreement ("Policing Disputes").
- (b) In the event that a dispute arises, the Detachment Commander, or representative, and the Municipality or the Board, as the case may be, or their representative, shall meet within 30 days of such dispute arising and use all best good faith efforts to resolve the dispute.
- (c) If the dispute remains unresolved, the Regional Commander, or representative, and the Municipality or the Board, as the case may be, or representative, shall meet and use all best good faith efforts to resolve the dispute.
- (d) If the dispute remains unresolved, the Commissioner, or Deputy Commissioner, and the Municipality or the Board, as the case may be, or representative, shall meet and use all best good faith efforts to resolve the dispute.

- (e) If a Financial Dispute remains unresolved, the issue may be referred to mediation by either party, and each party shall use all best good faith efforts to resolve the dispute.
23. (a) Financial Disputes that cannot be resolved through any of the methods described within paragraph 22, may be referred to and settled by binding arbitration. The provisions of the *Arbitration Act, 1991* shall apply to any such arbitration, unless otherwise indicated below:
- i) The language of the arbitration shall be English.
 - ii) The place of the arbitration shall be the Township of Melancthon.
 - iii) Each party agrees that the arbitration shall be conducted in a summary manner to ensure a full hearing in a cost effective and efficient manner.
 - iv) Each party shall make prompt full disclosure to the other and, subject to the availability of an arbitrator the arbitration shall be commenced within 30 days of the conclusion of the meeting with the Commissioner, or the mediator, if applicable.
 - v) Each party shall be responsible for its own legal expenses and for an equal share of the fees and expenses of the arbitration and any other related expenses. Section 54 of the *Arbitration Act* shall not apply; the arbitrator shall have no right to make an award relating to costs.
 - vi) The parties shall have no right of appeal to a final decision of an arbitrator.
- (b) Policing Disputes shall not be subject to mediation or arbitration.
- (c) Neither party shall be entitled to proceed to mediation or arbitration until all of the meetings referred to in paragraphs 22 have been held, and each party undertakes to exert all best good faith efforts to resolve the dispute in those meetings.
- (d) Mediations or arbitrations of disputes conducted under this Agreement shall remain closed to the public. All parties to any dispute shall keep all details, admissions or communications made in the course of the dispute resolution process strictly confidential, nor shall such information be admissible in any legal proceeding, except as follows:
- i) on consent of all parties;
 - ii) as may be ordered by a court of competent jurisdiction;
 - iii) the final decision of the arbitrator may be released.
- (e) Each of the meetings outlined in paragraph 22 shall be commenced no earlier than 15 days, and concluded no more than 30 days, from the conclusion of the prior stage unless the parties otherwise agree.
- (f) Notwithstanding any of the above provisions, nothing in this Agreement shall be construed so as to give the Municipality or the Board the right to alter any policy of the O.P.P. or the Ministry. Nothing in this Agreement shall be construed so as to give the Municipality or the Board, the right to supercede or vary the duties and

obligations of the Solicitor General pursuant to s. 3(2) of the *Police Services Act*, or of the Commissioner pursuant to s. 17 and s. 41 of the *Police Services Act*, and further, the rights of the Municipality and the Board pursuant to the Agreement are subject to the Municipality's obligations under s. 4 of the *Police Services Act*.

Detachment Commander Selection

24. The Detachment Commander shall be selected from a short-listed pool of candidates as determined by the O.P.P. in accordance with its relevant provincial policies. Following the formulation of the short-list, a joint committee consisting of Board members and persons nominated by the Commissioner, shall select the successful candidate in accordance with the process set out in the OPP's provincial policies.

Notice

25. Any notice, statement, invoice or account to be delivered or given by any of the below listed groups to any other of them shall be delivered to all other groups in writing and sent by mail addressed to those groups at their respective address as listed below, or sent by fax transmission to the fax number listed below. Any notice, statement, invoice or account sent by mail shall be deemed to be received on the third day following the date of mailing unless shown to the contrary and if sent by fax shall be deemed to be received on the date of transmission. Any group may change its address and fax number by giving notice provided herein:

- i) to Ontario addressed to: The Minister of Community Safety and Correctional Services, 25 Grosvenor Street, 11th Floor, Toronto, Ontario, M7A 1Y6, FAX number (416) 325-6067.
- ii) to the Commissioner addressed to: The Commissioner, Ontario Provincial Police, 777 Memorial Avenue, Orillia, Ontario, L3V 7V3, to the attention of the Manager, Municipal Policing Bureau, FAX number (705) 330-4191.
- iii) to the Municipality addressed to: The Township of Melancthon, 157101 Highway 10, Shelburne, Ontario, L0N 1S9, FAX number (519) 925-1110 .
- iv) to the Board addressed to: The Township of Melancthon Police Services Board, 157101 Highway 10, Shelburne, Ontario, L0N 1S9, FAX number (519) 925-1110 .

Commencement and Termination of Agreement

26. Notwithstanding the date upon which this Agreement is signed, the term of this Agreement shall commence on the 1st day of January 2015, and shall conclude on the 30th day of June 2015.

27. Either party to this Agreement may terminate this Agreement upon one year written notice of termination to the other party, in which case this Agreement shall terminate one year following the delivery of such notice. Should a notice to terminate be given, the Municipality shall continue to be obligated to pay for the cost of providing police services under this contract to and including the date of such termination and Ontario shall continue to be responsible to provide the services outlined in this Agreement.
28. Should the Municipality's designated responsibility to provide policing under the *Police Services Act* be changed, either by statute or government interpretation, the Municipality maintains its right upon being so informed to give written notice of its intention to terminate this Agreement forthwith.

Entire Agreement

29. This Agreement and the schedules attached constitute the entire Agreement between the parties, and there are no representations, warranties, collateral agreements or conditions affecting this Agreement or the relationship of the parties or supported hereby other than as expressed herein in writing. Any amendment to this Agreement must be in writing, duly executed by the parties.

IN WITNESS WHEREOF, the Municipality has affixed its Corporate Seal attested by the signature of its duly authorized signing officers and the Minister of Community Safety and Correctional Services has personally signed this Agreement to be effective as of the date set out herein.

FOR ONTARIO

The Minister of Community Safety and Correctional Services

FOR THE MUNICIPALITY

Mayor, Reeve, etc. (as appropriate)

Chief Administrative Officer, or Clerk (as appropriate)

Date signed by the Municipality: _____

SCHEDULE "A"

BY-LAW OF THE MUNICIPAL COUNCIL

SCHEDULE "B"

PROPOSAL FOR POLICE SERVICES



The Township of Melancthon

Contract Policing Proposal

*Prepared by Sgt. Dave Brack
Ontario Provincial Police
Municipal Policing Bureau*

December 23rd 2014.

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Executive Summary

The Ontario Provincial Police (OPP) has over 100 years of experience in providing effective community-based policing and protection throughout Ontario. The OPP has provided municipal police services under contract for over 60 years and currently maintains contracts with over 140 communities across Ontario.

The Township of Melancthon requested a costing for OPP municipal policing. This proposal is based on the Township of Melancthon paying an amount equal to the sum of the Township of Melancthon allocated portion of the OPP's total municipal policing base and calls for service costs and the costs for overtime, cleaning/caretaker, accommodation, court security and offender transport as applicable. Where a municipality chooses to receive police services from the OPP pursuant to a contract, the OPP will provide the level of police services required to provide adequate and effective policing, including providing the services set out in *Regulation 3/99, Adequacy and Effectiveness of Police Services* under the *Police Services Act*.

This proposal reflects the integrated policing concept, incorporating a police services contract for the Township of Melancthon with OPP highway patrol services and provincial responsibilities under one administration. The Dufferin OPP Detachment will remain as the Administration/Operations Centre. The resources will be deployed to the municipality from this facility.

The Dufferin Detachment Commander will be responsible to oversee all aspects of service delivery. The detachment management including Staff Sergeant and Sergeant/ Platoon Leaders as applicable would provide assistance and supervision to members of the Dufferin Detachment.

In order to provide a location for the police and public to interact, and to facilitate the delivery of police services in a community, the OPP encourages the establishment of Community Policing Offices (CPOs). Where such offices exist they are usually equipped with telephone and computer capabilities for use by officers assigned to the municipality. Any decision on the establishment of a CPO in the Township of Melancthon rests entirely with township council and any associated costs will be the responsibility of the township. It is recommended that any CPO located within the township be maintained.

In consultation with the Police Services Board it is the intent that all existing community service programs and community policing committees will be maintained.

Any new community service program considered may be implemented after consultation with the Township of Melancthon Council, the Township of Melancthon Police Services Board and the Dufferin Detachment Commander.

When a municipality chooses to receive police services from the OPP under contract, the OPP will ensure that the municipality receives adequate and effective police services in accordance with the *Police Services Act* and regulations. The shared infrastructure of the OPP broadens local access to resources, expertise, solutions, training and management without duplicating services. The Township of Melancthon will continue to benefit as additional staff are readily available from within the Dufferin OPP Detachment as well as neighboring detachments and regions, should the need arise.

The Township of Melancthon will be required to establish a Police Services Board, as mandated by Section 10 of the *Police Services Act* that will generally determine objectives and priorities for police services within the community, after consultation with the Detachment Commander. ***The Commissioner is committed to ensuring that the Detachment Commander of the Dufferin OPP Detachment responds appropriately to the Board's advice and priorities in a manner consistent with the Board's identified concerns, expectations and needs.***

It is long-standing OPP policy and practice to be accountable to the communities we serve. The Commander of the Dufferin OPP detachment, or designee, will report to the Police Services Board on a regular basis, as per the direction of the Board. The OPP is experienced in being accountable to the municipalities we serve. With over 100 Contracts currently in place and future contracts pending, there is great emphasis placed on OPP accountability to Police Services Boards.

The OPP is required to provide provincial level emergency response that can be mobilized in times of emergency, disaster or a specialized investigative need. The OPP meets such emergent needs, on an on-call, as-needed basis, by deploying small numbers of officers from multiple locations and assignments, both provincial and municipal. During such times, the OPP is responsible to ensure that appropriate resources remain in place to make certain the municipality receives adequate and effective police services in accordance with the *Police Services Act* and *regulations*. The use of OPP officers in cases where there is a provincial obligation to respond will be accounted for as part of the billing model.

If the Township of Melancthon chooses to accept an OPP contract for its policing service, the Dufferin OPP Detachment will assign resources, focusing on meeting the Township of Melancthon unique policing needs.

Value for the Township of Melancthon

- Assurance of adequacy and effectiveness of police services;
- Dedication to resolving community issues through local involvement and community policing committees;
- Availability of additional staffing support from neighboring detachments, regional headquarters and general headquarters;
- Seamless access to a comprehensive infrastructure and specialized services; and
- Assists the Detachment Commander in determining the local policing priorities and objectives through the Township of Melancthon's Police Services Board.

Based on, among other things, an estimate of salary and benefit costs, the policing cost for 2015 associated with this proposal is \$422,024. The annual billing statement is set out in the attachment to this proposal.

Please Note:

Not included in this proposal are:

- **The cost of maintaining the Police Services Board**
- **The costs associated with establishing and maintaining Community Policing Office(s)**
- **Any applicable revenues accruing to the municipality as a result of police activity**

(*Note – This proposal expires six months from the date of presentation to Council. At that time the costs identified in the proposal will be subject to review and revision where necessary.)

OPP Annual Billing Statement

Melancthon Tp

Estimated costs for the period January 1 to December 31, 2015

(see notes)

			Cost per Property	\$
Base Service				
	<u>Property Counts</u>			
	Household	1,146		
	Commercial and Industrial	<u>129</u>		
	Total properties	<u>1,275</u>	\$200.51	\$255,650
Calls for Service				
	Total all municipalities	\$138,122,392		
	Total municipal portion	0.0913%	\$98.90	\$126,098
Overtime				
			\$24.36	\$31,057
Court Security				
Prisoner Transportation	(per property cost)		\$2.41	\$3,073
Accommodation	(per property cost)		\$1.14	\$1,454
Cleaning Services	(per property cost)		\$3.68	\$4,692
Total 2015 Calculated Cost before Phase-In Adjustment			<u>\$331.00</u>	<u>\$422,024</u>
2015 Phase-In Adjustment Billing Summary				
2014 Forecasted cost	Total	\$388,400	\$304.63	
2015 Calculated Cost per Property (see above)			\$331.00	
Cost per Property Variance		Increase	\$26.37	
2015 Adjustment (Maximum per property)		Increase	\$26.37	
Actual 2015 Phase-In Adjustment				
Total Billing for 2015			<u>\$331.00</u>	<u>\$422,024</u>

Additional Notes to the “OPP Annual Billing Statement”:

- The Annual Billing Statement is determined based on the new OPP billing model effective January 1, 2015.
- The Annual Billing Statement is a statement of 2015 costs based on an estimate of salary and benefit costs. Salary and benefit costs are estimates and are subject to a final year end adjustment.
- As a result of the implementation of the new OPP billing model municipal policing costs are subject to Phase-in Adjustments for the calendar years 2015 to 2019. The 2015 phase-in adjustment is dependent on the final 2014 cost. Phase-in adjustments are subject to change and are based on an annual determination:
 - If the municipality is subject to an increase between the final 2014 cost and the 2015 cost, the increase will be capped to a maximum of \$40 increase per property. The capped increase of \$40 plus the growth factor per property cost will be applicable for each subsequent year until the full cost is realized.
 - The growth factor is a set per property cost for all municipalities dependent upon general increases in salary, benefits, support costs and other direct operating expenditures.
 - If the municipality is subject to a decrease between the final 2014 cost and the 2015 cost it will be limited to the per property reduction limit applicable to the year.
 - The per property reduction limit is an annual per property amount determined for all municipalities. The per property reduction limit is subject to change each year based upon the determination of the funding required to offset the capped increases for all municipalities.

O.P.P. Contacts

Please forward any questions or concerns to S/Sgt. Steve Sills, Detachment Commander, Dufferin Detachment or Sergeant Dave Brack, Contract Policing Analyst, OPP Municipal Policing Bureau General Headquarters.

**S/Sgt. Steve Sills
Sergeant Dave Brack**

**(519) 925-3838.
(705) 329-6826.**

SCHEDULE "C"
ANNUAL BILLING STATEMENT

OPP Annual Billing Statement

Melancthon Tp

Estimated costs for the period January 1 to December 31, 2015

(see notes)

			Cost per Property	\$
Base Service				
	<u>Property Counts</u>			
	Household	1,146		
	Commercial and Industrial	<u>129</u>		
	Total properties	<u>1,275</u>	\$200.51	\$255,650
Calls for Service				
	Total all municipalities	\$138,122,392		
	Total municipal portion	0.0913%	\$98.90	\$126,098
Overtime			\$24.36	\$31,057
Court Security				
Prisoner Transportation	(per property cost)		\$2.41	\$3,073
Accommodation	(per property cost)		\$1.14	\$1,454
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CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2015

A BY-LAW TO AMEND BY-LAW 14-2014

Being a By-law to amend By-law No. 14-2014 (Remuneration By-law) passed in open Council on March 6, 2014.

WHEREAS the Council of the Corporation of the Township of Melancthon deems it expedient to amend By-law No. 14-2014.

NOW THEREFORE be it resolved that the Council of the Corporation of the Township of Melancthon enacts as follows:

That Section 8 of By-law 14-2014 be amended that the Deputy Mayor also receive the monthly allowance of \$75.00 for IT and supplies as the Deputy Mayor no longer sits as a member of the Council for the County of Dufferin.

This amendment shall take effect and come into force on the passing thereof.

By-law read a first and second time this 5th day of February, 2015.

By-law read a third time and passed this 5th day of February, 2015.

MAYOR

CLERK

CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. 14 -2014

A By-law to provide remuneration, allowances and expenses for members of Council.

WHEREAS the Municipal Act provides that Council may pass by-laws for payment of its members.

NOW THEREFORE the Township of Melancthon enacts as follows:

- 1. The annual remuneration for Mayor shall be \$14,518.44 per annum effective the first day of January each year.
- 2. The annual remuneration for the Deputy Mayor shall be \$10,063.74 per annum effective the first day of January in each year.
- 3. The annual remuneration of a Councillor shall be \$9,074.07 per annum effective the first day of January in each year.
- 4. In addition to the annual remuneration, a member of Council attending meetings outside Municipality shall receive \$60.00 per diem and \$0.50 per km. for functions authorized by Council. Any meetings over 5 hours will be paid at the rate of \$100.00 per meeting.
- 5. The Mayor as an ex officio member of other Boards and Committees and each member of Council appointed by Council to serve on the following Boards shall be paid for attendance at meeting at the following rates:

Board	Rate
Cemetery Board	\$60.00 or \$100.00 if over 5 hours
Park Board	\$60.00 or \$100.00 if over 5 hours
Community Hall Board.....	\$60.00 or \$100.00 if over 5 hours

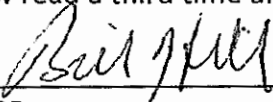
For attendance on the above Boards the members of Councils shall receive \$0.50 per km. necessarily travelled in connection with their duties.

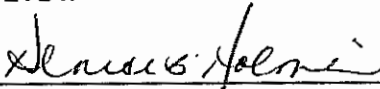
- 6. Each member of Council appointed by Council to a Sub-Committee of Council shall be paid the following meeting rates:

Up to 1 hour	\$30.00
One to three hours	\$50.00
Three to five hours	\$60.00
Over five hours	\$100.00
- 7. Members of Council shall be reimbursed their actual expenditures associated with their authorized attendance at Conferences.
- 8. Members of Council, with the exception of the Mayor and Deputy Mayor, shall receive a monthly allowance of \$75.00 for IT and supplies. (Note: Mayor and Deputy Mayor already receive allowance from the County of Dufferin).
- 9. The members of Council shall be paid \$0.50 per km. necessarily travelled in connection with their duties.
- 10. All by-laws inconsistent with this by-law are hereby repealed.

By-law read a first and second time this 6th day of March, 2014.

By-law read a third time and passed this 6th day of March, 2014.


MAYOR


CLERK

You completed your asset management plan So Now What?



Did you know that asset management planning (AMP) needs to take place constantly (yearly, monthly, weekly) to be effective?

Did you know that AMP is the new normal in capital planning?

Which staff are keeping the plan updated yearly?

Are you using your AMP to make capital decisions? Why not?

Did you know your AMP will need to meet benchmark standards in 2016 in order to get funding? Is your plan even close to ready?

If you aren't asking these questions, how can you answer them?

Building on the momentum of the 2014 Asset Management Symposium, LAS and MFOA present the 2015 Symposium: Asset Management Plan - so now what? As the premier professional development event for those involved in municipal asset management, the Symposium provides a rich learning environment for elected officials and municipal staff involved in asset management. It provides access to cutting-edge research, best practises and more for attendees to take back to their municipalities.

Why attend the Symposium?

Simply, to get the tools and knowledge to be able to ask and answer the right questions when it comes to Asset Management at YOUR municipality!

What's on the Agenda?

Join delegates for a full day of learning on Wednesday, March 25th. Sessions are being developed and a full agenda will be made available at las.on.ca. Topics on the agenda include:

- Service Delivery Based Asset Management
- Tools and Tricks for Public Engagement
- Why the Financial Stuff Matters to All
- Asset Condition Ratings and Condition Based Asset Management
- Look Back to Look Forward - Long Term Strategic Thinking
- What's the Risk? Metrics for Informed Decision Making
- Everyone Gets a Seat at the Table - why a good plan involved all departments
- and more...

Symposium Registration

Registration includes:

- A variety of educational sessions
- Breakfast, refreshments and lunch
- Dedicated time for networking with colleagues
- Access to the pre-Symposium workshop of your choice
- A resource kit for Asset Management Planning at the municipal level
- All conference proceedings including audio-synced presentations

Day One Workshops

Choose from one of two concurrent day one workshops on Tuesday, March 24, 1:00 p.m. to 4:30 p.m.

Workshop #1: Asset Management Planning - A Primer

This session will present perspectives, ideas and practical strategies on how make your asset management plan a reality and a success. You will examine what makes a good AMP; who should be on the team; ways to build a cross-departmental communications strategy; what happens after the plan is compiled...and more.

This practical workshop will give you the tools you need to develop or modify your municipal AMP.

Workshop #2: The Conversation from both sides.

How do you go about ensuring council buy-in of the long term financial plan? What questions should council be asking of their senior management? What questions should be asked at the Council Table? How do you ensure the public understand what's going on?

With a plan in hand what can senior management and council do to work together to ensure adoption by all, including the public.

Explore the questions and some of the answers both council members and senior staff should be asking in the AMP process.

Conference Location

Hilton Toronto/Markham Conference Centre and Spa
8500 Warden Avenue
Markham, ON, L6G 1A5
Website: www.torontomarkham.hilton.com

A discounted rate of \$139 for a standard executive suite will be offered to Symposium registrants. When reserving your room, be sure to mention reservation you are attending the AMO/LAS Symposium in order to receive the discounted rate.

Hotel reservations can be made by calling the hotel at 905.470.8500 or using the online reservation link found at www.las.on.ca

Rates are subject to availability -book early!

Getting to the Hotel

Take Hwy 401 East to 404 North to Hwy 7 East to Warden Ave. Or head East, Hwy 409 East, HWY 427 North to Hwy 407 East (tolls apply) and exit 86 - Warden Ave. North.

Parking

Self parking is available for \$10 per day. Valet parking is also available for \$15 per day. In/out privileges are available for hotel guests.

Cancellation Policy

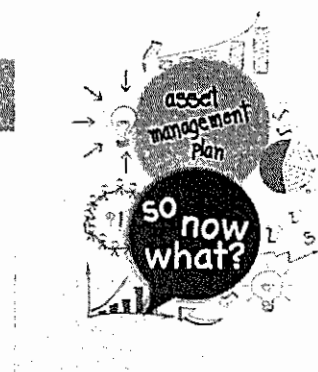
All conference refund requests must be submitted in writing before February 22, 2015, for a full refund, less a \$85 plus HST (\$96.05) processing fee. No refunds will be given after February 22, 2015.

Substitution policy

Delegates may substitute in their place another delegate at any time, including on-site.

Registration Form

March 24 and 25, 2015
Hilton Toronto/Markham Suites Conference Centre



Name _____

Municipality/Organization _____

Title _____

Twitter Handle _____

Mailing Address _____

Municipality _____

Province _____

Postal Code _____

Primary Telephone _____

E-mail Address _____

Registration Fees:

Full Symposium \$425 plus HST (\$480.25)

Day One Selection:

☐ Workshop #1: How to implement your Asset Management Plan (AMP)?

☐ Workshop #2: Having the Conversation

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Payment Information

☐ Invoice Me (option only available to Member municipalities)

☐ Cheque enclosed

Pay by cheque or invoice and receive a 5% discount on your registration.

☐ MasterCard

☐ Visa

Credit Card # _____

Expiry Date _____

Signature _____

Name on Card _____

Completed forms can be sent to:

Fax: 416.971.6191

E-mail: events@amo.on.ca

Mail: 200 University Avenue, Suite 801, Toronto, ON., M5H 3C6

Disclaimer: LAS may photograph or live-stream the Symposium and/or pre-Symposium workshops. By registering you grant LAS permission to record, photograph, use and distribute (both now and in the future) your image, name and voice in all forms and all media pertaining to this event.

By completing this registration form you are providing LAS with consent to send information on all activities related to current and future courses on the topic of Asset Management. If you wish to no longer receive information from LAS on this program please contact events@amo.on.ca to unsubscribe.

CORPORATION OF THE TOWNSHIP OF MELANCTHON

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- 10. All by-laws inconsistent with this by-law are hereby repealed.

By-law read a first and second time this 6th day of March, 2014.

By-law read a third time and passed this 6th day of March, 2014.

MAYOR: *Paul Hill* CLERK: *Sharon Joerni*

Denise Holmes

From: Wendy Atkinson <watkinson@melancthontownship.ca>
Sent: January-28-15 8:13 AM
To: dholmes@melancthontownship.ca
Subject: FW: Hill Agra cleanup

FYI



Wendy Atkinson, Treasurer/ Deputy-Clerk | Township of Melancthon | watkinson@melancthontownship.ca | PH: 519-925-5525 ext 102 | FX: 519-925-1110 | www.melancthontownship.ca |

Please consider the environment before printing this e-mail This message (including attachments, if any) is intended to be confidential and solely for the addressee. If you received this e-mail in error, please delete it and advise me immediately. E-mail transmission cannot be guaranteed to be secure or error-free and the sender does not accept liability for errors or omissions.

From: Kristine Pedicone [<mailto:>]
Sent: January-27-15 8:37 AM
To: watkinson@melancthontownship.ca
Subject: Hill Agra cleanup

I am writing this email with regard to the letter posted from Eugene Lammerding regarding Hill Agra cleanup. I do not agree that the cleanup has been ongoing. I have been observing this site for months and nothing has moved on that lot since October when he either layed off his employees or they quit. We live in a very windy township and the soot and ash that blows around is disgusting. You cannot sit outside at a gazebo or a picnic table, not to mention that the remnants from the fire are not very nice to look at. Some people have this site as their back yard. If someone wanted to sell their property that site would definitely be a deterrent and would totally lower a person property value.

As far as he being able to sell off the scrap for a better price, then why is he not doing that? If he is working somewhere at a new site, why is he not moving the product that he needs to use for measurement to that site?

I would like to see a cleanup deadline set and made to adhere to.

thank you

Kristine Pedicone

Denise Holmes

From: Sue Grant
Sent: January-21-15 7:58 PM
To: dwhite@melancthontownship.ca; dholmes@melancthontownship.ca
Subject: Property located at 267 Main St., Horning's Mills Lot 4-5 Plan 30

I have been reading the report from the By-Law Enforcement Officer dated Dec. 2/14 and the photos included with it.

As you can see, it is not 75% cleaned up as per Mr. Hill's letter to council, nor are the plastic covered structures down before winter, as promised.

My main concern though, besides living next to a "scrap yard" is the ash piles. After the fire June 30, I had constant asthma attacks from the ash blowing into our yard. My gazebo is constantly covered with black grit so I cannot keep anything out there. Mr. Hill's passive, aggressive remark to me was that he'd "hate to tell me to wear a mask," and assured me he'd cover the ash piles up, which of course blow off.

The report from the by law officer states that the materials are "relatively harmless", but I disagree. Do businesses have more importance and clout than an individual homeowner? Asthma is not relatively harmless. I do not think it unreasonable to ask that at least by the end of June, 2015, one whole year after the fire, this be cleaned up.

Besides the financial burden of probably having to remove all of the trees that are burned, and created a screen between the properties and having to put up a fence, I do not want to have to deal with asthma attacks all summer and not be able to enjoy MY property.

Please advise what the council intends to do about the matter.

Total Control Panel

[Login](#)

To: dholmes@melancthontownship.ca

Message Score: 2

High (60): Pass

From:

My Spam Blocking Level: High

Medium (75): Pass

Low (90): Pass

[Block](#) this sender

[Block](#) gmail.com

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



SOURCE WATER PROTECTION

Source Protection for Shelburne PW7

Township of Melancthon Council

February 5, 2015



Martin Keller, M.Sc.

Source Protection Program Manager, GRCA

Ryan Post, M.Sc., P.Geo.

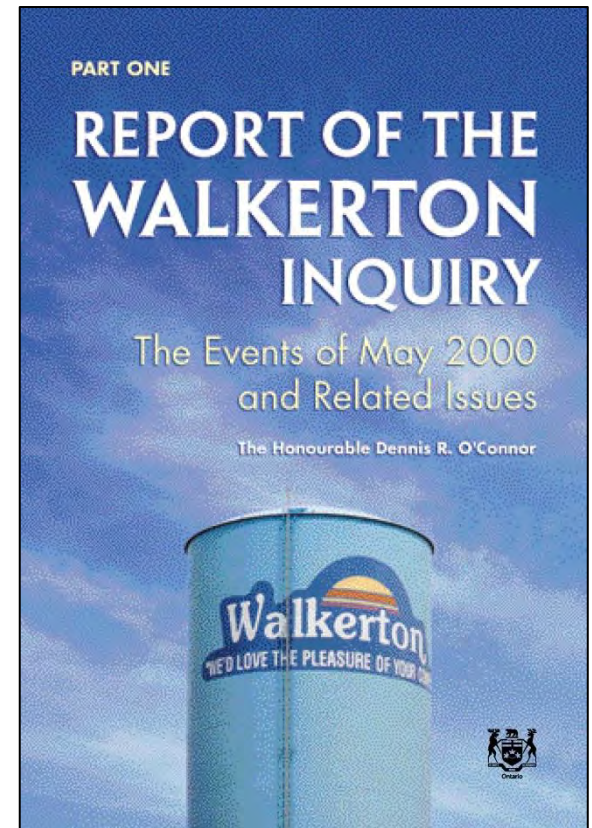
Hydrogeologist Source Protection Coordinator, NVCA

Presentation Overview

1. Clean Water Act, 2006
2. Source Protection Process
 - a) Assessment Reports
 - b) Source Protection Plans
3. Shelburne Well 7 Vulnerability Assessment
 - a) Draft Results – Wellhead Protection Areas
 - b) Draft Policy Approaches
4. Source Protection Implementation
5. Next Steps

The Clean Water Act

- Passed in 2006 to implement recommendations from the Walkerton Report
- Created planning process to *develop* and *implement* municipal drinking water Source Protection Plans
- Established:
 - Source Protection Areas and Regions
 - Source Protection Authorities
 - Source Protection Committees



The Clean Water Act

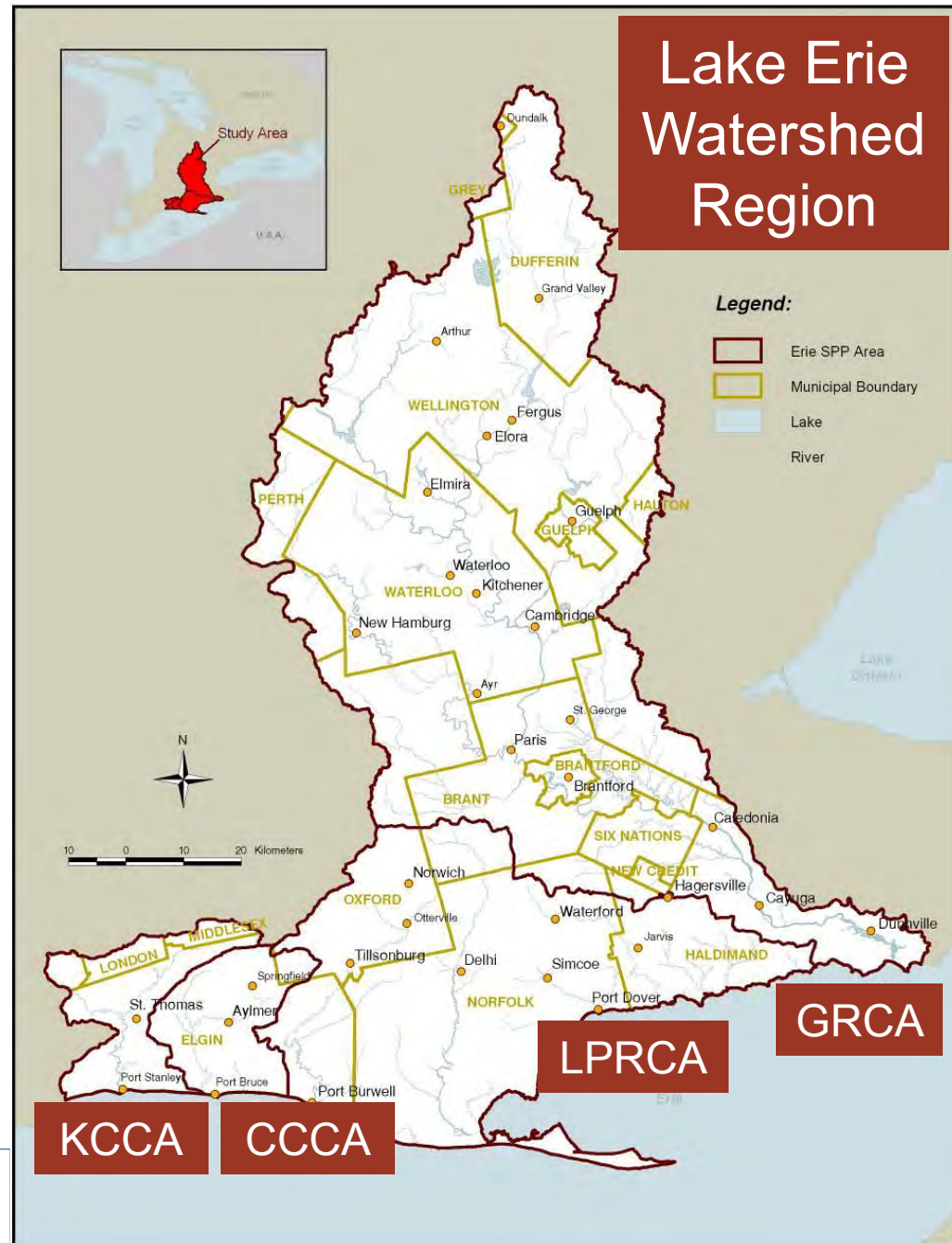
- Goal of Source Protection is to protect current and future sources of municipal drinking water from potential contamination and depletion
- Source Protection is the first barrier in multi-barrier approach



[illegible]

Lake Erie Region

- 4 watersheds grouped into 1 Source Protection Region
 1. Grand River CA (Lead)
 2. Long Point Region CA
 3. Catfish Creek CA
 4. Kettle Creek CA
- Municipal drinking water systems:
 - 53 groundwater systems (+230 wells)
 - 5 lake + 4 river intakes
- Unique plan for each watershed



Lake Erie Region Timelines

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Watershed Studies											
Municipal Technical Studies											
Terms of Reference											
Assessment Reports											
Source Protection Plans											
Review and Approval											

LER Review & Approvals	MOECC Issued Review Comments	Finalized Responses	Public Consultation	Re-Submission of Plan	Plan Approved by MOECC	Plan Comes into Affect
Grand River	✓	Feb/Mar 2015	Mar.16 – Apr.2 2015	May 29, 2015	TBD	TBD
Long Point	✓	✓	Feb.9 – Mar.10 2015	June 3, 2015	TBD	TBD
Catfish Creek	✓	✓	✓	✓	✓	Jan. 1, 2015
Kettle Creek	✓	✓	✓	✓	✓	Jan. 1, 2015

The Source Protection Committee

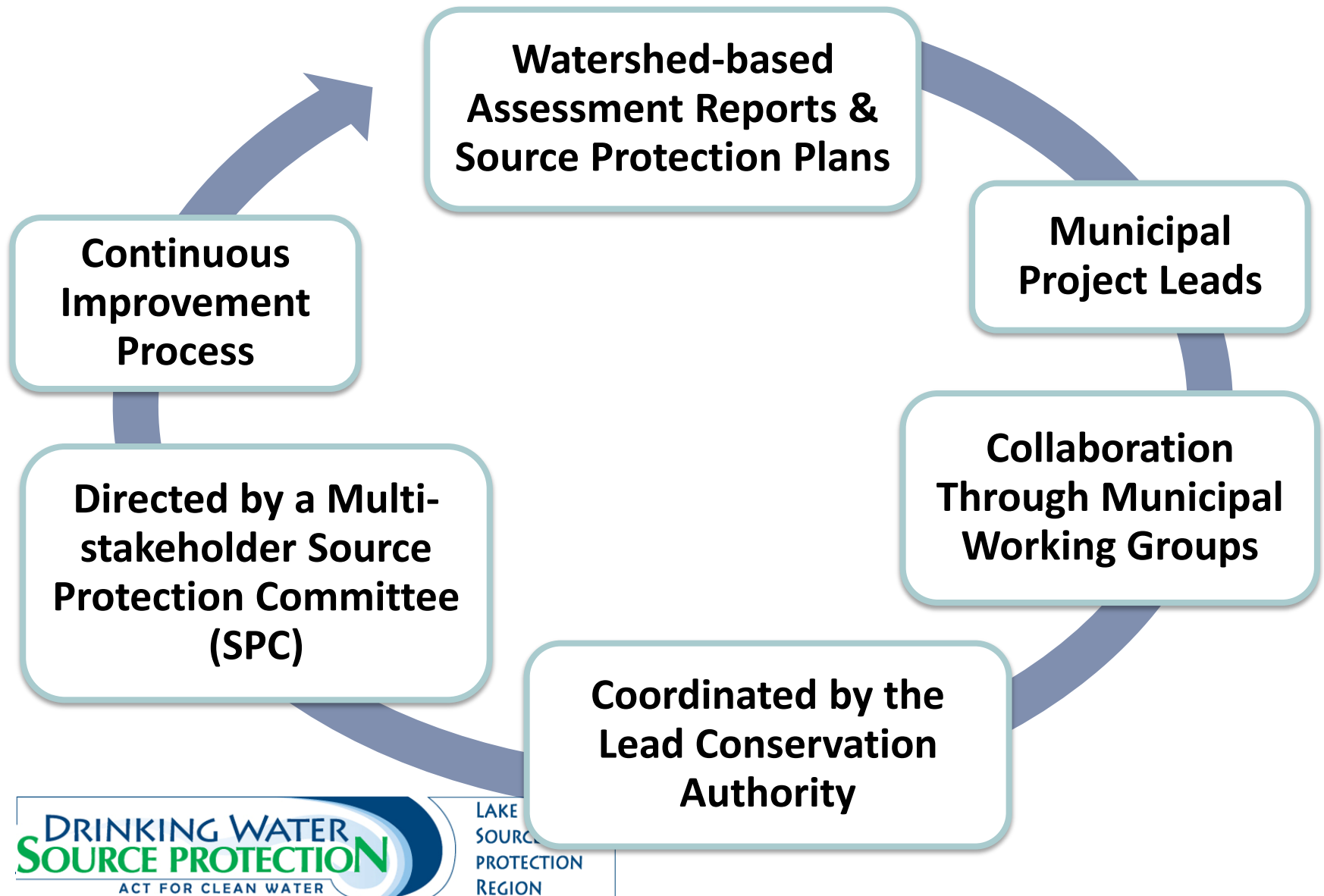
➤ Process led by a multi-stakeholder Committee

- 1 Chair
- 7 Municipal Representatives
- 7 Business/Commercial/Agricultural Representatives
- 7 Public Interest Representatives
- 3 First Nations Representatives
- 3 Liaisons (non-voting)

➤ Tasked to develop 3 documents:

1. Terms of Reference – work plan for technical policy work
2. Assessment Report – ‘the science’; vulnerable areas, threats, issues
3. Source Protection Plan – the policies

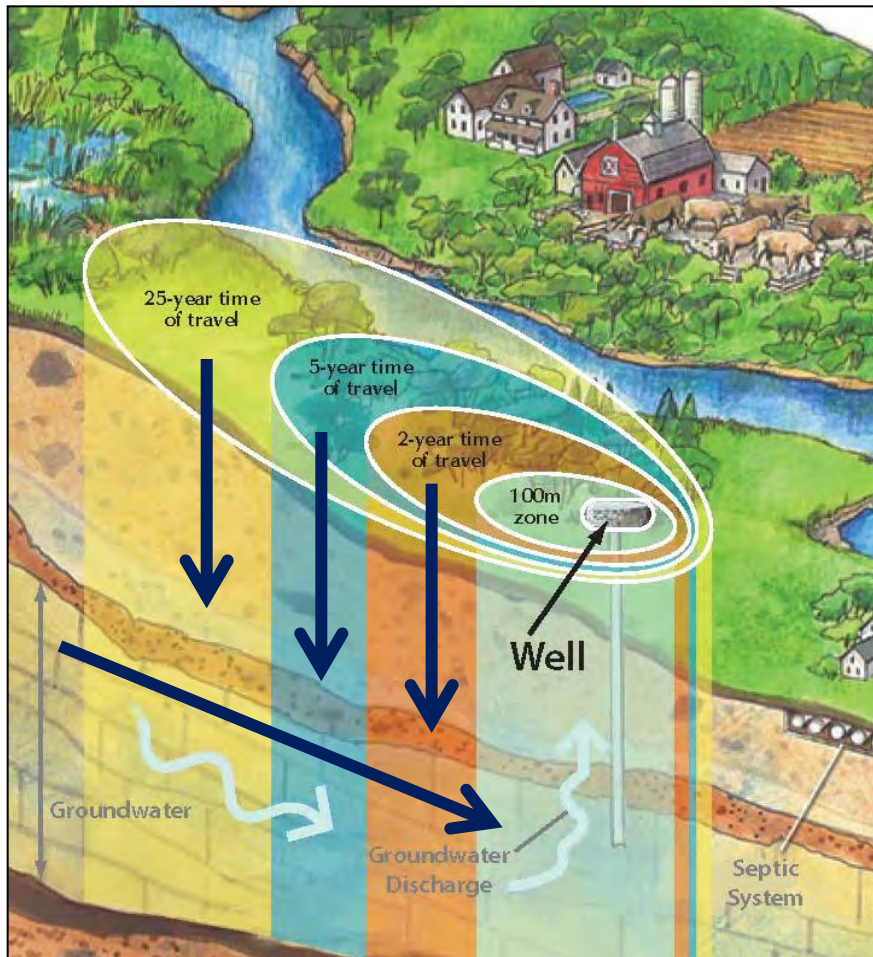
Source Protection Planning Process



The Assessment Report

- Identifies the risks to municipal drinking water sources:
 1. Vulnerable areas to drinking water supplies (i.e. contamination and overuse).
 2. Potential threats to water quality and quantity.
- Identifies historical, existing and possible future activities.
- Ranks potential threats:
 - low, moderate or significant

Wellhead Protection Areas (WHPA)



- How quickly does water move from the surface to the well?
- Measure in two directions:
 - Horizontal (Time of Travel)
 - Vertical (Vulnerability)
- Wellhead Protection Areas drawn at:

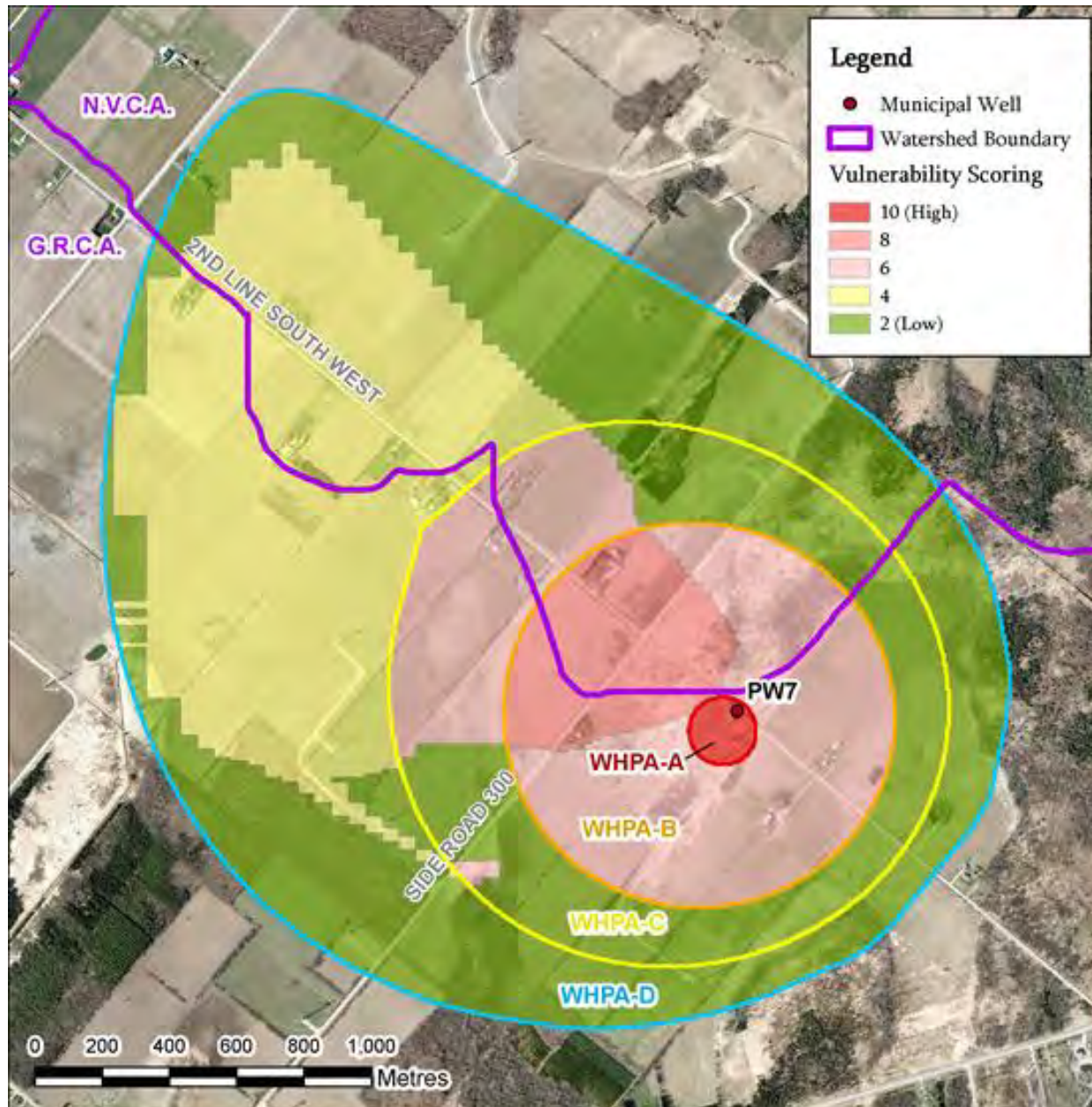
100-metre circle = WHPA-A

2 year time-of-travel = WHPA-B

5 year time-of-travel = WHPA-C

25 year time-of-travel = WHPA-D

Vulnerability Scoring for PW7



Potential Drinking Water Threat Activities

Activities that have the potential to threaten drinking water sources have been divided into three categories: chemical, pathogen and water quantity threats.

Chemical activities include:

- Road salt
- Snow storage
- Organic solvents
- Fuel
- DNAPLS
- Waste disposal sites
- Commercial fertilizer
- Pesticides



Pathogen activities include:

- Sewage and septic systems
- Agricultural source material
- Non-agricultural source material
- Livestock



Water quantity activities include:

- Activities that reduce the ability of water to recharge
- Activities that contribute to the overuse of water in an area



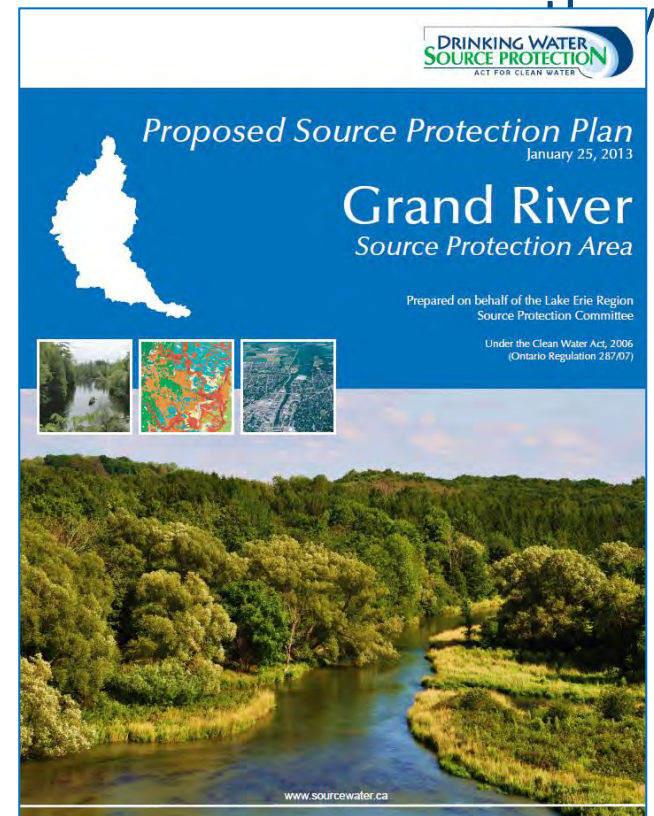
Enumerated Threat Activities for PW7 WHPA

- Significant threats only located in WHPA – A
- Two properties affected
- Threat activities include:
 - Application of agricultural source material (i.e. manure)
 - Application of commercial fertilizers
 - Application of pesticides
 - Fuel storage

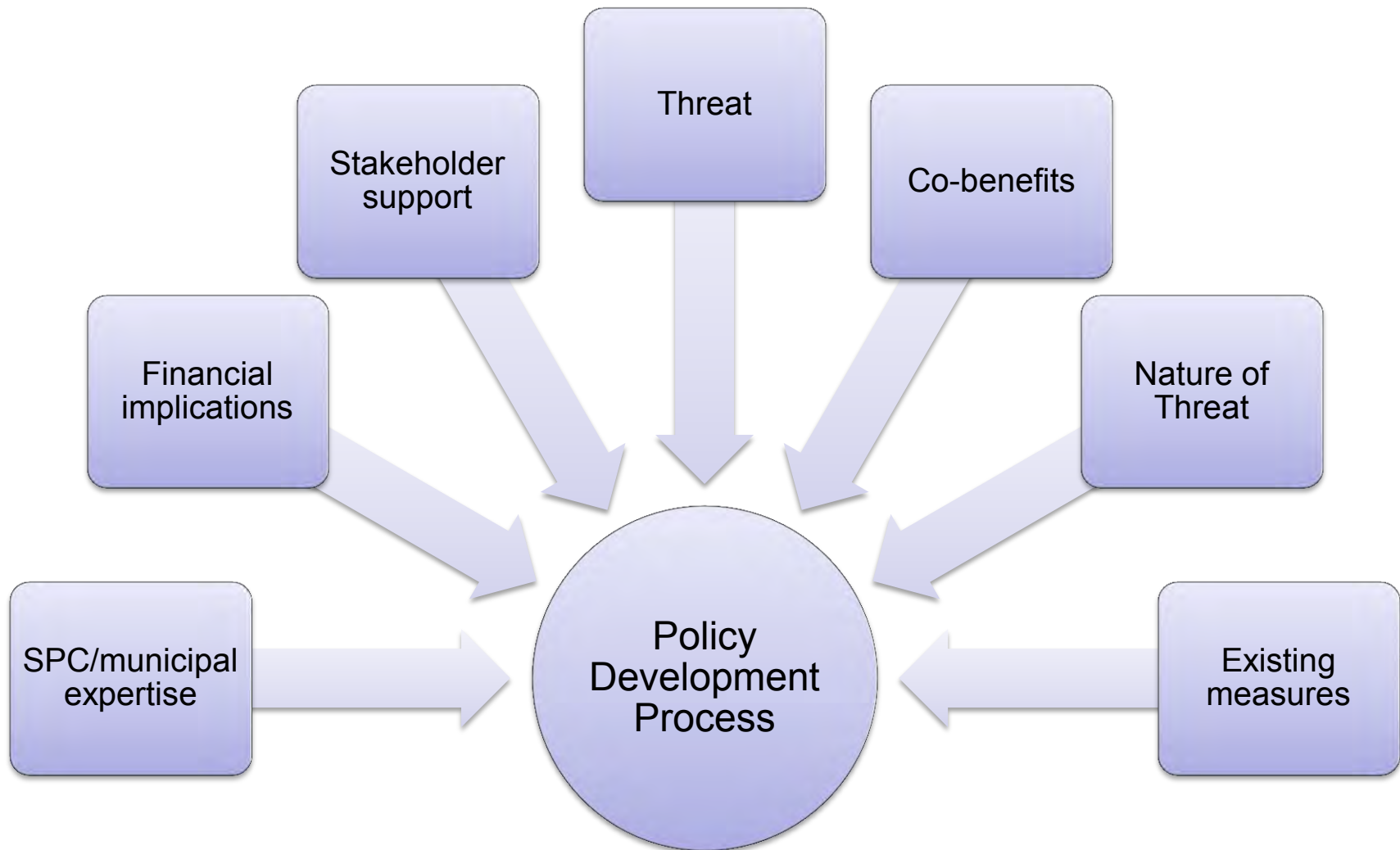


The Source Protection Plan

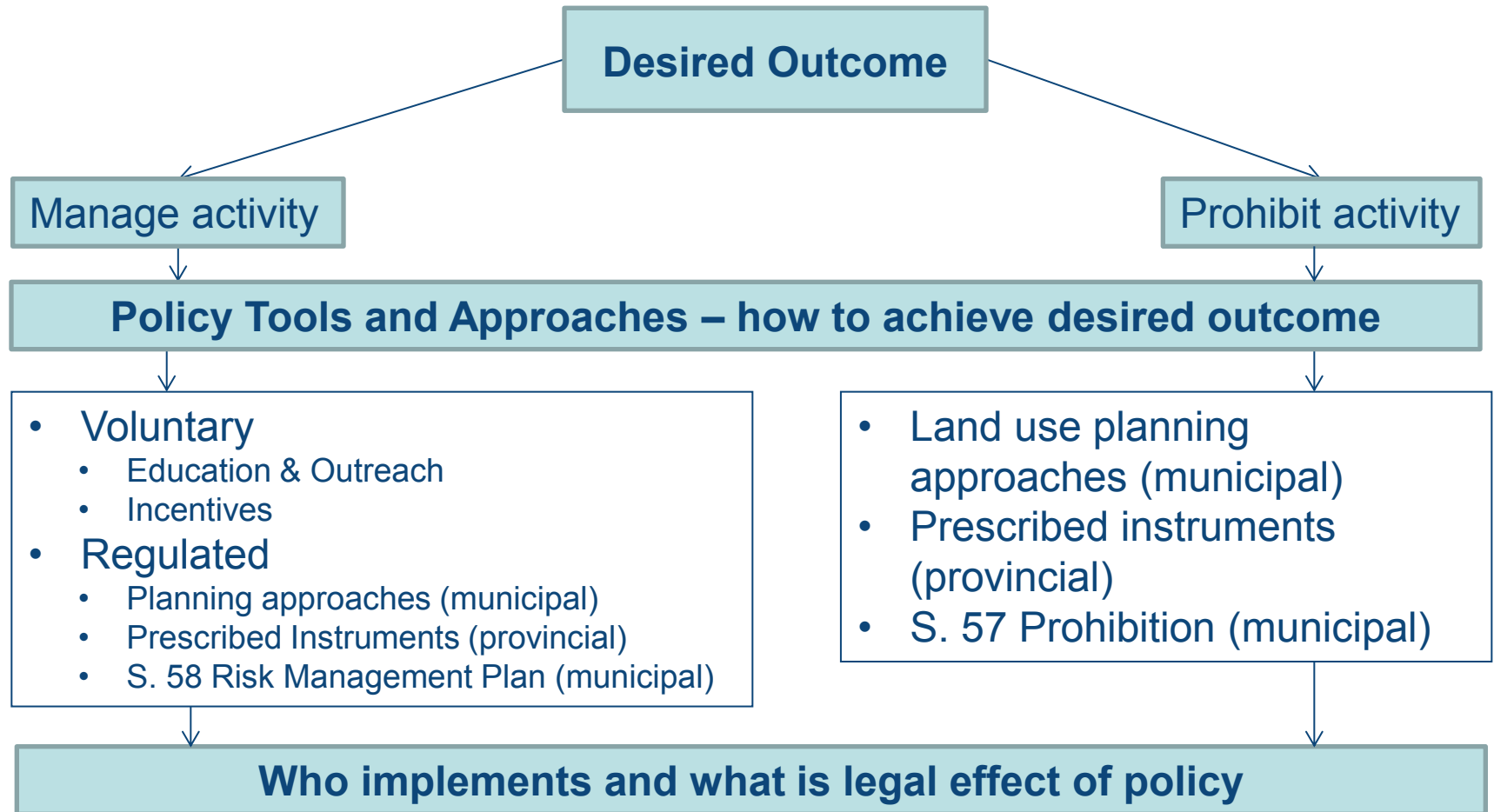
- Locally-developed to put policies in place to protect current and future drinking water sources by:
 - Managing significant threats so are no longer significant
 - Preventing new significant threats from being created
- Plan structure:
 - Volume 1: Background
 - Volume 2: Policies
 - *Explanatory Document*



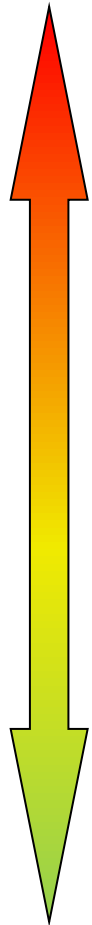
Policy Development Process



Policy Development Process - Policy Toolbox



Policy Tools



- Prohibition
 - Risk management plans
 - Restricted land use
- } *Clean Water Act*
Part IV Tools
- Prescribed instruments:
 - Nutrient Management Plans
 - Pesticide permits
 - Environmental Compliance Approvals
 - Land-use planning e.g. Official plan, zoning bylaw
 - Education and outreach, incentives
 - Pilot Programs, research, other actions

Policy Approaches

- **General policy approach is to manage existing and prohibit future significant drinking water threat activities**
- **Soft policy tools such as education and outreach are used to support management policies.**

Management Approaches

- Part IV: Risk Management Plans
- Prescribed Instruments (with terms and conditions included)
- Land Use Planning

Prohibition Approaches

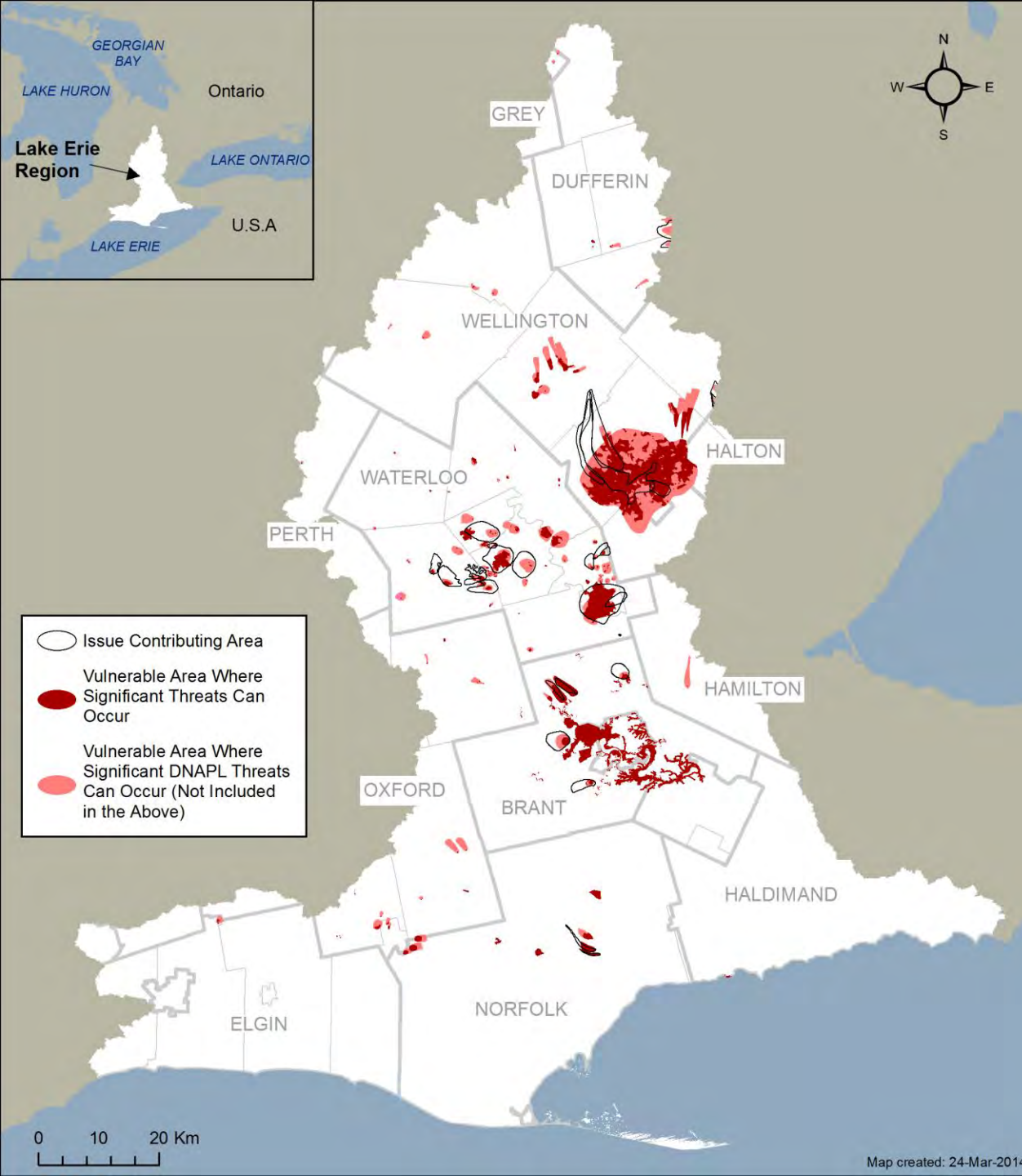
- Part IV: Prohibition
- Prescribed Instruments
- Land Use Planning

What Lake Erie Region Policies Look Like

➤ Types of legal effects:

- “must conform/comply with” and
- “non-legally binding”





Footprint of Source Protection

Areas where the proposed policies apply

➤ Focus is areas surrounding municipal wells and intakes

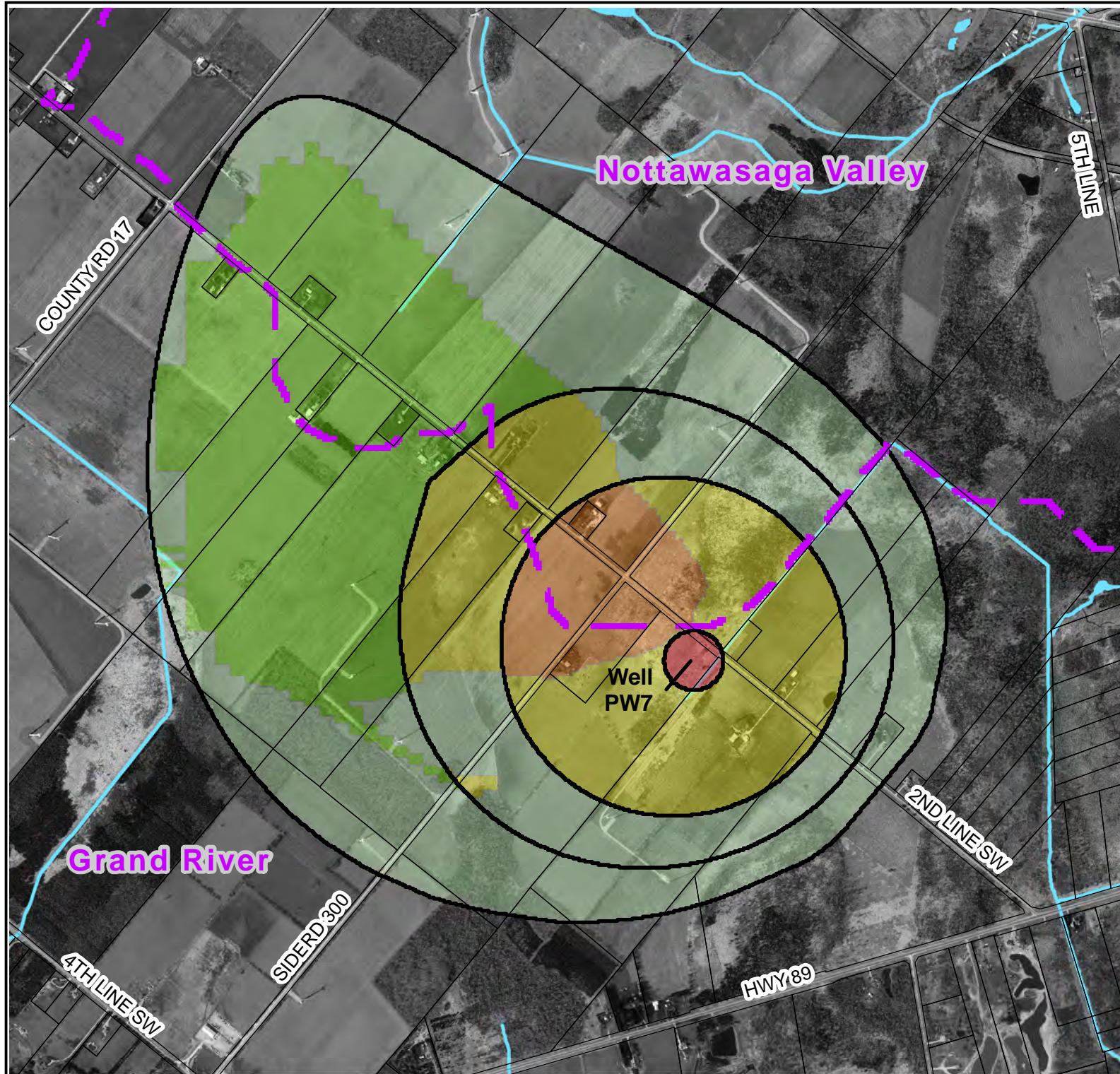
Source Protection Plan Implementation

- Municipalities, Provincial Ministries, and Conservation Authorities all have implementation responsibilities

Province	Municipality	Conservation Authority
<ul style="list-style-type: none">• Legislation and standards• Research and science• Audit• Prescribed Instruments	<ul style="list-style-type: none">• Risk Management Plans• Land use planning and zoning bylaws• Wellhead and intake protection programs• Education and Outreach• Growth strategies, water and wastewater infrastructure plans	<ul style="list-style-type: none">• Coordinate annual reporting• Maintain source protection plan• Technical information and support• Education

In Summary

- Local collaboration to develop practical and implementable measures to protect municipal drinking water
- Policies focus on areas close to wells and intakes and where risks are higher
- Regulatory measures complemented with education and outreach and incentives, where needed
- Municipalities and Conservation Authorities working together to prepare for successful implementation



- Streams
- Parcel Boundary
- Watershed Boundary
- Wellhead Protection Zone
- Vulnerability Score:**
- 2
 - 4
 - 6
 - 8
 - 10

GRCA Disclaimer
This map is for illustrative purposes only. Information contained herein is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.

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Township of Melancthon: Source Protection Policy Options

The following is a summary of the policy tools used to address significant drinking water threats in the approved South Georgian Bay Lake Simcoe (SGBLS) Source Protection Plan. Staff recommend adoption of these policies for addressing significant drinking water threat activities in the Wellhead Protection Areas of the Town of Shelburne's PW7 to provide consistency in approach across watershed and property boundaries.

The middle column in Table 1 lists the policy tool and whether the policy applies to existing or future activities. The legend, which appears at the bottom of each page, describes the various policy tool options. Policy tools can be used to manage (green cells) or prohibit (orange cells) an activity. Blue cells represent where softer approaches, such as education and outreach, have been used. This list omits SGBLS research, incentive or 'other' type policies where they do not follow approaches taken within other sections of the Grand River Source Protection Plan.

Table 1: SGBLS and LER policy tools used to address significant drinking water threat activities

Prescribed Drinking Water Threat Activities	South Georgian Bay Lake Simcoe
1) Waste	
- Where an ECA is required	Existing M – PI (ECA)
	Future P – PI (ECA) P – LUP
- Where an ECA is not required	Existing M – RMP
	Future P – Part IV
	Existing O – E&O
- Untreated septage	Existing and Future P – PI (ECA)
- Mine tailings	Existing M – PI (ECA)
	Future P – PI (ECA)

Manage (M)	Policy Tools	Policy Tools	Prescribed Instruments
Prohibit (P)	Part IV = Part IV Prohibition	PI = Prescribed Instrument	ECA = Environmental Compliance Approval
	RMP = Risk Management Plan	SA = Specify Action	NMA = Nutrient Management Act
Other (O)	LUP - Land Use Planning	E&O = Education and Outreach	EPA = Environmental Protection Act

Township of Melancthon: Source Protection Policy Options

Prescribed Drinking Water Threat Activities	South Georgian Bay Lake Simcoe
2) Sewage	Future M – LUP
2a) Stormwater Management	Existing and Future M – PI (ECA)
	Existing O – E&O
	Future M – LUP
- Where OWRA does not require approval	Existing M – RMP
- Sewage treatment plant	Existing M – PI (ECA)
- Sanitary sewers and related pipes	Future P – PI (ECA)
- Sewage treatment plant bypass discharge to surface water	
- Sewage treatment plant effluent discharge (including lagoons)	
- Sanitary sewers and related pipes	Future M – PI (ECA) M – LUP
2c) Onsite sewage systems	Existing O – Encouraged to connect to municipal services where available O – E&O
- Large systems (>10,000L)	Existing M – PI (ECA)
	Future P – PI (ECA) P – LUP
- Regulated under Ontario Building Code Act	Existing and Future M – Other (municipal inspections)
	Future M – LUP (lot sizes)

Manage (M)	Policy Tools	Policy Tools	Prescribed Instruments
Prohibit (P)	Part IV = Part IV Prohibition	PI = Prescribed Instrument	ECA = Environmental Compliance Approval
Other (O)	RMP = Risk Management Plan	SA = Specify Action	NMA = Nutrient Management Act
	LUP - Land Use Planning	E&O = Education and Outreach	EPA = Environmental Protection Act

Township of Melancthon: Source Protection Policy Options

Prescribed Drinking Water Threat Activities	South Georgian Bay Lake Simcoe
	Future P – LUP (in WHPA-A where ICA exists)
2d) Industrial effluent	Existing M – PI (ECA) Future P – PI (ECA)
3) Application of ASM	Existing O – E&O
- Outside of WHPA-A and IPZ-1	Existing and Future M – RMP (where NMA doesn't apply) M – PI (NMA)
- In WHPA-A in IPZ-1	Existing and Future P – Part IV (where NMA doesn't apply) P – PI (NMA)
4) Storage of ASM	Existing M – RMP (where NMA doesn't apply) M – PI (NMA) Future P – Part IV (where NMA doesn't apply) P – PI (NMA) Future P – LUP (storage facilities) Existing O – E&O
6) Application of NASM	Existing O – E&O

Manage (M)	Policy Tools	Policy Tools	Prescribed Instruments
Prohibit (P)	Part IV = Part IV Prohibition	PI = Prescribed Instrument	ECA = Environmental Compliance Approval
Other (O)	RMP = Risk Management Plan	SA = Specify Action	NMA = Nutrient Management Act
	LUP - Land Use Planning	E&O = Education and Outreach	EPA = Environmental Protection Act

Township of Melancthon: Source Protection Policy Options

Prescribed Drinking Water Threat Activities	South Georgian Bay Lake Simcoe
- Category 1) Outside of WHPA-A and IPZ-1	Existing and Future M – RMP (where NMA/EPA does not apply) M – PI (NMA/EPA)
- Category 1) In WHPA-A in IPZ-1	Existing and Future P – Part IV (where NMA/EPA doesn't apply) P – PI (NMA/EPA)
- Category 2&3) Outside of WHPA-A&B and IPZ-1	Existing M – PI (NMA/EPA) Future P – PI (NMA/EPA)
- Category 2&3) In WHPA-A&B and IPZ-1	Existing and Future P – PI (NMA/EPA)
7) Handling and Storage of NASM	Future P – LUP (storage facilities) Existing O – E&O
- Category 1) Outside of WHPA-A and IPZ-1	Existing and Future M – Part IV (where NMA/EPA does not apply) Existing M – PI (NMA/EPA)
- Category 1) In WHPA-A in IPZ-1	Existing and Future P – Part IV (where NMA/EPA doesn't apply) P – PI (NMA/EPA)
- Category 2&3) Outside of WHPA-A and IPZ-1	Existing and Future M – PI (NMA/EPA)
- Category 2&3) In WHPA-A and IPZ-1	Existing and Future P – PI (NMA/EPA)

Manage (M)	Policy Tools	Policy Tools	Prescribed Instruments
Prohibit (P)	Part IV = Part IV Prohibition	PI = Prescribed Instrument	ECA = Environmental Compliance Approval
Other (O)	RMP = Risk Management Plan	SA = Specify Action	NMA = Nutrient Management Act
	LUP - Land Use Planning	E&O = Education and Outreach	EPA = Environmental Protection Act

Township of Melancthon: Source Protection Policy Options

Prescribed Drinking Water Threat Activities	South Georgian Bay Lake Simcoe
8) Application of Commercial Fertilizer	Existing and Future M – RMP (where NMA does not apply) M – PI (NMA)
	Existing O – E&O
9) Handling and Storage of Commercial Fertilizer	Existing M – RMP (where NMA does not apply)
	Future P – Part IV P – LUP (storage facilities)
	Existing O – E&O
10) Application of Pesticides	Existing and Future M – RMP
	Existing O – E&O
11) Handling and Storage of Pesticides	Existing M – RMP
	Future P – Prohibit P – LUP (storage facilities)
	Existing O – E&O
12) Application of Road Salt	Existing and Future M – RMP
	Future M – LUP – Site Plan Control

Manage (M)	<u>Policy Tools</u>	<u>Policy Tools</u>	<u>Prescribed Instruments</u>
Prohibit (P)	Part IV = Part IV Prohibition	PI = Prescribed Instrument	ECA = Environmental Compliance Approval
Other (O)	RMP = Risk Management Plan	SA = Specify Action	NMA = Nutrient Management Act
	LUP - Land Use Planning	E&O = Education and Outreach	EPA = Environmental Protection Act

Township of Melancthon: Source Protection Policy Options

Prescribed Drinking Water Threat Activities	South Georgian Bay Lake Simcoe
	Existing O – E&O
13) Handling and Storage of Road Salt	Existing M – RMP Future P – Part IV P – LUP (storage facilities) Existing O – E&O
14) Storage of Snow	Existing M – RMP Future P – Part IV P – LUP (storage facilities) Existing O – E&O
15) Handling and Storage of Fuel	Existing M – RMP Future P – Part IV P – LUP Existing O – E&O
16) Handling and Storage of DNAPLs	Existing M – RMP Future P – Part IV P – LUP

Manage (M)	<u>Policy Tools</u>	<u>Policy Tools</u>	<u>Prescribed Instruments</u>
Prohibit (P)	Part IV = Part IV Prohibition	PI = Prescribed Instrument	ECA = Environmental Compliance Approval
Other (O)	RMP = Risk Management Plan	SA = Specify Action	NMA = Nutrient Management Act
	LUP - Land Use Planning	E&O = Education and Outreach	EPA = Environmental Protection Act

Township of Melancthon: Source Protection Policy Options

Prescribed Drinking Water Threat Activities	South Georgian Bay Lake Simcoe
	Existing O – E&O
17) Handling and Storage of Organic Solvents	Existing M – RMP
	Future P – Part IV P – LUP
	Existing O – E&O
18) Management of run-off that contains chemicals used in the de-icing of aircraft	Future O – Other – include design standards and management practices to prevent SDWT
21) The use of land as livestock grazing or pasturing land, outdoor confinement area or a farm-animal yard	Existing and Future P – Part IV (livestock grazing where NU rate >0.5)
	Existing O – E&O
- Confinement areas outside of WHPA-A and IPZ-1	Existing and Future M – RMP (where NMA does not apply) M – PI (NMA)
- Confinement areas in WHPA-A and IPZ-1	Existing and Future P – Part IV (where NMA doesn't apply) P – PI (NMA)
	Future P – LUP

Manage (M)	<u>Policy Tools</u>	<u>Policy Tools</u>	<u>Prescribed Instruments</u>
Prohibit (P)	Part IV = Part IV Prohibition	PI = Prescribed Instrument	ECA = Environmental Compliance Approval
Other (O)	RMP = Risk Management Plan	SA = Specify Action	NMA = Nutrient Management Act
	LUP - Land Use Planning	E&O = Education and Outreach	EPA = Environmental Protection Act

MEMORANDUM OF AGREEMENT dated the 26th of January, 2015

BETWEEN

The Grand River Conservation Authority

Hereinafter called the *Conservation Authority*

THE PARTY OF THE FIRST PART

AND

The Corporation of the Township of Melancthon

Hereinafter called the *Municipality*

THE PARTY OF THE SECOND PART

WHEREAS

The Lake Erie Region Source Protection Committee is required to develop a Source Protection Plan under the *Clean Water Act, 2006*, and

The Ontario Ministry of the Environment, hereinafter referred to as the MOE, has provided funding for the completion of policy work for the purposes of developing the Source Protection Plan to the Conservation Authority, and

The Municipality wishes to undertake **Policy Development to address drinking water threats and monitor drinking water threats and issues** for the development of the Source Protection Plan, as outlined in the Lake Erie Source Protection Area Terms of Reference, and hereinafter referred to as the Project, and

The scope of work, deliverables and expenditures respecting the Project, outlined in **Schedule A** as attached and as amended from time to time, meets the eligibility criteria outlined in the letter to the Conservation Authority from Gail Beggs, Deputy Minister, MOE, dated June 17, 2008, hereinafter referred to as the MOE Letter, and

The Conservation Authority has authorized the release of funds to the Municipality corresponding to the planned expenditures described in Schedule A,

NOW THEREFOR WITNESSETH that in consideration of the covenants contained herein, the Conservation Authority and the Municipality mutually agree as follows:

AGREEMENT

1 ROLES AND RESPONSIBILITIES OF THE PARTIES

1.1 Responsibilities of the Conservation Authority

The Conservation Authority shall:

1. provide financial and progress reports to the MOE as set out in the MOE Letter, or as otherwise established by the MOE;
2. undertake tasks as set out in Schedule A which are the responsibility of the Conservation Authority.

1.2 Responsibilities of the Municipality

The Municipality shall:

1. provide project management for the tasks identified in Schedule A for the Municipality and the consultant(s) retained by the Municipality (the “Consultant(s)”);
2. provide financial and progress reports to the Conservation Authority in support of the overall financial and progress reporting that the Conservation Authority is required to provide to the MOE under the MOE Letter, and outlined in Schedule A, or as otherwise established by the MOE in direction to the Conservation Authority;
3. undertake tasks as set out in Schedule A;
4. contract for consulting services, as required.

2 FUNDING

2.1 Budgets

The parties agree that the Project budget shall be as set out in Schedule A.

Any changes to the scope of work, deliverables and planned expenditures as set out in Schedule A must be mutually agreed to in writing by the parties, and be eligible under the criteria established in the MOE Letter.

2.2 Payment

Funding for the Project is being supplied by the MOE through the Conservation Authority.

The Conservation Authority will pay 100% of the funds, as set out in Schedule A, upon the execution of this agreement, and within 30 business days of receipt of an invoice from the Municipality.

Any and all interest earned by the funds advanced from the Conservation Authority to the Municipality are deemed to be a contribution by the Crown, held in trust for the Crown, subject to the terms and conditions of the MOE Letter, or as otherwise established by the MOE.

2.3 Schedule and Project Reporting

This Agreement covers the period from January 26, 2015 to April 30, 2015 subject to early termination as set out herein.

The parties agree that they will each use their reasonable best efforts to perform their obligations according to the work plan outlined in Schedule A, and in accordance with the *Clean Water Act, 2006, Ontario Regulation 287/07 (General)*, and the *Technical Rules: Assessment Report*.

Throughout the term of this Agreement, the Municipality shall prepare and provide progress reports to the Conservation Authority summarizing the financial status of the Project, broken down by fees and disbursements, and an estimate of the percentage of completion of the Project on a task by task basis.

The Municipality acknowledges that the financial and progress reports to the Conservation Authority must be submitted on the dates specified in Schedule A.

The Municipality will provide to the Conservation Authority a final project report upon the completion of the Project that includes a detailed financial statement and summary of activities and deliverables.

3 GENERAL PROVISIONS

3.1 Intellectual Property

In this Agreement, “Municipal Output” includes but is not limited to the deliverables outlined in Schedule A as well as any reports, templates, studies, compilations and collections of data, software, source code and related documentation, and other materials or documentation written, designed or produced by or for the Municipality pursuant to or in connection with this Agreement in any medium or format.

The Municipality shall retain all right, title and interest in the Municipal Output.

Grant of License

The Municipality hereby grants to the Conservation Authority, for the sole purpose of satisfying its obligations pursuant to the *Clean Water Act, 2006*, as amended, a non-terminable, perpetual, royalty-free, non-exclusive, worldwide licence to use, distribute, sublicense, reproduce, manufacture, copy, create derivative products and otherwise deal with the Municipal Output.

Where the Municipality is unable to grant to the Conservation Authority a license with these terms, the Municipality must advise the Conservation Authority prior to commencing work on the Project.

These provisions are required so that the Conservation Authority can meet its obligations under the *Clean Water Act, 2006*.

Representation and Warranty

The Municipality represents and warrants that it shall at all material times have the right, title, and/or interest in and to the intellectual property embodied in the Municipal Output that it needs to make this grant of licence to the Conservation Authority. The above licence and warranty shall survive any termination or expiry of this Agreement.

3.2 Deliverables

The Municipality shall provide copies of deliverables, and any subsequent updates made during the term of this Agreement, to the Conservation Authority in accordance with the format and timelines specified in Schedule A.

3.3 Ownership of Materials

All concepts, products or processes produced by or resulting from the services rendered by the Municipality in connection with the Project, or which are otherwise developed or first reduced to practise by the Municipality in the performance of service, and which are patentable, capable of trademark or otherwise, shall be and remain the property of the Municipality.

The Conservation Authority shall have a non-exclusive, royalty-free licence to use any concept, product or process, which is patentable, capable of trademark or otherwise, produced by or resulting from the services rendered by the Municipality or the Municipality's consultants in connection with the Project, for the life of and for the purposes of the Project, and for no other purpose or project.

3.4 Confidentiality

The parties acknowledge and agree that they are bound by the provisions of the Municipal Freedom of information and Protection of Privacy Act ("MFIPPA") in the performance of the Agreement and that, except as required by MFIPPA or any other legal authority, the parties will not divulge any confidential information acquired in the course of carrying out the services provided herein.

This requirement shall not prohibit the Municipality from acting to correct or report a situation which the Municipality may reasonably believe to endanger the safety or welfare of the public, provided that the Municipality notifies the Conservation Authority of what is intended.

3.5 Insurance

The Municipality represents and warrants that it shall take out and keep in force until this Agreement is no longer in effect, such policies of insurance as are reasonably prudent in the performance of its obligations herein contained.

3.6 Arbitration

All disputes respecting the subject-matter of this Agreement or its interpretation shall be resolved in accordance with the following:

The parties shall attempt to resolve any dispute by dealing with each other directly. In the event that the parties cannot resolve the dispute in this manner within thirty (30) days after the dispute is raised, then each party shall, within thirty (30) days after a dispute has arisen, appoint an arbitrator, and the two arbitrators so appointed will, within thirty (30) days after their appointment, agree upon the appointment of a third arbitrator. If one party fails to appoint an arbitrator within the thirty (30) day time limit as outlined above, then that party shall be deemed to have forfeited its right to appoint an arbitrator, and the arbitrator appointed by the other party shall appoint one other arbitrator, and both of those arbitrators shall agree upon the appointment of a third arbitrator. Once all three arbitrators have been appointed, the dispute shall be presented by the parties to the three arbitrators at the earliest time or times designated by the three arbitrators, and the three arbitrators shall resolve the dispute on the basis of a majority decision. Such decision of the arbitrators shall be final and binding on the parties, and the parties shall have no further right of appeal to any other party, body or court.

3.7 Successors and Assignment

This Agreement shall inure to the benefit of and be binding upon the parties hereto and, except as otherwise provided herein, upon their respective executors, administrators, successors and assigns.

3.8 Termination and Suspension

Either party may terminate this agreement without cause and for any reason whatsoever on 30 days' notice in writing to the other party.

Upon receipt of such written notice from the Conservation Authority, the Municipality shall perform no further services other than those reasonably necessary to complete the services being worked on by the Municipality at that time.

Upon termination of this Agreement, the Conservation Authority shall pay the Municipality for all services performed and for all disbursements incurred pursuant to this Agreement and remaining unpaid as of the effective date of such termination; provided, however, that the Conservation Authority may demand the repayment of any Crown funds paid by the Conservation Authority to the Municipality under this Agreement remaining in the possession or under the control of the Municipality and not committed or payable to third parties for expenses incurred in accordance with this Agreement prior to the date of termination; and the Municipality shall promptly comply with such demand.

If the Conservation Authority is in default in the performance of any of the Conservation Authority's obligations set forth in this Agreement, the Municipality may, by written notice to the Conservation Authority, require such default be corrected. If, within 30 days of receipt of such notice, such default shall not have been corrected, the Municipality may immediately terminate this agreement. In such event, the Municipality shall be paid by the Conservation Authority for all services performed and for all disbursements incurred pursuant to this agreement and remaining unpaid as of the effective date of such termination.

3.9 Repayment of Funds

If the Conservation Authority demands the payment by the Municipality of any funds or interest on the funds pursuant to this Agreement, the amount demanded that is in possession and not duly committed or payable to third parties in accordance with this Agreement, shall be deemed to be a debt due and owing to the Conservation Authority by the Municipality, and the Municipality shall pay the amount to the Conservation Authority immediately unless the Conservation Authority directs otherwise. The Conservation Authority may charge the Municipality interest on any amount owing by the Municipality at the then current interest rate charged by the Province of Ontario on accounts receivable. The Municipality shall pay the amount demanded by cheque payable to the Conservation Authority

3.10 Records and Audit

In order to provide data for the calculation of fees on a time basis, the Municipality shall keep a detailed record of the eligible hours worked by, and the salaries paid to, the Municipality's staff employed on the Project. The Conservation Authority will not request release of the detailed record unless it is required to do so under the provisions of the MOE Letter.

The Municipality, when requested by the Conservation Authority, shall provide copies of receipts with respect to any disbursements for which the Municipality claims payment under this Agreement and upon request of the Conservation Authority make available for audit all records respecting the Project.

3.11 Qualified Persons

The Municipality represents and warrants that all work performed as part of this Agreement will be undertaken and completed by qualified persons.

The Municipality represents and warrants, and must provide written confirmation prior to commencing work on the project, that all persons entering private property for the purpose of collecting information under this Agreement have completed the Training required under Section 88. (4) of the *Clean Water Act, 2006* and Section 21. (1) of Ontario Regulation 287/07 (General), or be accompanied by someone who has completed this Training.

3.12 Work Carried Out by a Third Party

In the event that the Municipality enters into a contract or agreement with the Consultant(s) to carry out work required to meet its obligations under the terms of this Agreement, the Municipality (the "Client") shall include the following terms in any such contract, subcontract or other such agreement, herein referred to as the "Consultant Agreement". The Municipality may, at its discretion, substitute its preferred wording for the clauses, provided that the intent of the clauses is preserved.

Intellectual Property

For the purpose of the Consultant Agreement, "Consultant Output" includes, but is not limited to reports, studies, templates, compilations and collections of data, software, source code and related documentation, and other materials or documentation written, designed or produced by or for the Consultant pursuant to or in connection with the Consultant Agreement in any medium or format.

The Consultant shall assign all rights, title and interest in the Consultant Output to the Client. The Consultant must advise the Client prior to commencing any work on the project if these rights cannot be assigned

If the assignment of these rights is not possible, the Consultant shall grant to the Client an exclusive, worldwide, perpetual, royalty free, fully paid up licence to use, distribute, sublicense, reproduce, modify, manufacture, copy, create derivative products, and otherwise deal with the Consultant Output. The Consultant must advise the Client prior to commencing any work on the project if unable to grant this license.

The Consultant shall not incorporate into any deliverables anything that would restrict the right of the Client to modify, further develop or otherwise use the Consultant Output.

At the request of the Client, at any time or from time to time, the Consultant shall execute and agrees to cause its directors, officers, employees, agents, partners, affiliates, volunteers or subcontractors to execute an irrevocable written waiver of any moral rights or other rights of integrity in the Consultant Output in favour of the Client, and which waiver may be invoked without restriction by any person authorized by the Client to use the Consultant Output. The Consultant shall deliver such written waiver(s) to the Client within 10 business days of the receipt of the request from the Client.

The Consultant represents and warrants that it shall at all material times have the right, title, and/or interest in and to the intellectual property embodied in the Consultant Output that it needs to legally and validly assign all right, title and interest in the Consultant Output, or, where not possible, to make a grant of licence of the Consultant Output to the Client. The above licence and warranty shall survive any termination or expiry of this Agreement.

Deliverables

The Consultant shall provide copies of deliverables to the Client in accordance with the format and timelines specified in Schedule A.

Confidentiality

The Consultant shall not divulge any confidential information acquired in the course of carrying out the services provided herein. No such information shall be used by the Consultant on any other project without approval in writing by the Client.

This requirement shall not prohibit the Consultant from acting to correct or report a situation which the Consultant may reasonably believe to endanger the safety or welfare of the public, provided that the Consultant notifies the Client of what is intended.

Termination

The Client may at any time, by notice in writing to the Consultant, suspend or terminate the services or any portion thereof at any stage of the undertaking. Upon receipt of such written notice, the Consultant shall perform no further services other than those reasonably necessary to close out the Consultant's services. In such event, the Consultant shall be paid by the Client for all services performed and for all disbursements incurred pursuant to this agreement and remaining unpaid as of the effective date of such termination.

No payment shall be awarded to the Consultant upon the termination of this agreement by the Client beyond the services performed and for all disbursements incurred pursuant to this agreement and remaining unpaid as of the effective date of such termination.

If the Consultant is practising as an individual and dies before services have been completed, this agreement shall terminate as of the date of death and the Client shall pay for the services rendered and disbursement, incurred by the Consultant to the date of such termination.

Qualified Persons

The Consultant represents and warrants that all work performed as part of this Agreement will be undertaken and completed by qualified persons.

The Consultant represents and warrants, and must provide written confirmation prior to commencing work on the project, that all persons entering private property for the purpose of collecting information under this Agreement have completed the Training required under Section 88. (4) of the *Clean Water Act, 2006* and Section 21. (1) of Ontario Regulation 287/07 (General), or be accompanied by someone who has completed this Training.

3.13 Indemnification

The Municipality shall indemnify and save harmless the Conservation Authority, its directors and officers, its representatives and employees, from and against all claims, actions, losses, costs, liability, expenses, and damages of every nature and kind whatsoever (including judgments, settlements and reasonable legal fees) suffered, incurred or imposed by it or them as a sole result of the negligence of the Municipality, the employees, officers, or councillors or agents of the Municipality in the performance of its obligations under this Agreement.

The Conservation Authority agrees to indemnify and save harmless the Municipality, its employees, officers, and councillors, from and against all claims, actions, losses, costs, liability, expenses and damages of every nature and kind whatsoever (including judgments, settlements and reasonable legal fees) suffered, incurred or imposed by reason of any negligent act or omission of the Conservation Authority, its employees, officers or agents in the performance of its obligations under this Agreement.

3.14 Entire Agreement

This Agreement, including all Schedules attached hereto, constitutes the entire Agreement between the parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

3.15 Relationship Of The Parties

The parties hereto acknowledge, understand and agree that they are neither partners nor joint venturers but are independent contractors. Neither party is the agent for the other party.

3.16 Applicable Law

This Agreement shall be construed in accordance with the laws of the Province of Ontario as the same is applicable to contracts made within such Province and wholly performed therein.

3.17 Agreement Modifications

No modification of any terms of this Agreement shall be valid unless in writing and signed by both parties.

We the undersigned Parties signify our agreement to the foregoing terms and conditions by signing this Agreement by our duly authorized signing officers:

SIGNED, SEALED AND DELIVERED

MUNICIPALITY

Township of Melancthon

The signatory shall have the authority to bind the corporation or company for purposes of this agreement.

Darren White, Mayor
Township of Melancthon

Denise B. Holmes, CAO/Clerk
Township of Melancthon

CONSERVATION AUTHORITY

Grand River Conservation Authority

Joe Farwell, Chief Administrative Officer
Grand River Conservation Authority

Schedule A: Project Scope of Work, Deliverables and Expenditures

A.1. Project Work Plan and Budget:

	Task Name	Responsible Agency	Description of Work	Budget
Task 1	Policy Development to address drinking water threats and monitor drinking water threats and issues (where required and/or permissible in Act/Regs)	Township of Melancthon	<ul style="list-style-type: none"> • Attend meetings to discuss policy development with Grand River Conservation Authority staff • Review and confirm, or amend as necessary, policy/approach choices including rationale and draft policy text, as drafted by the Grand River Conservation Authority, for addressing significant drinking water threats identified in the Grand River Assessment Report for the Township of Melancthon • Attend public information sessions hosted by the Conservation Authority, as necessary • Other tasks as deemed necessary by the Township of Melancthon to assist with the policy development process 	\$5,000
TOTAL PROJECT BUDGET				\$5,000

A.2. List of Deliverables:

Deliverable Name	Delivery Format
Included in/with Final Policy Report:	
Review of Proposed Policy Concepts and draft policy text as prepared by the Grand River Conservation Authority	Written report outlining preferred policies/approaches and associated rationale for addressing significant drinking water threats

A.3. Project Financial and Progress Reporting:

The municipality will provide the following reports to the Conservation Authority on the dates indicated:

Reports	Description of Contents	Due Date
Final Policy Report	Final policy report including preferred policies/approaches and associated rationale and summary of activities and deliverables (endorsed by municipal council)	March 10, 2015
Final Financial Report	Detailed financial statement and summary of activities and deliverables	April 15, 2015

A.4. Project Contacts:

Organization	Name, Title	Role	Contact Information
Grand River Conservation Authority	Martin Keller, Program Manager	Program oversight, Conservation Authority contact	mkeller@grandriver.ca 519-620-7595 400 Clyde Road Cambridge ON N1R 5W6
Township of Melancthon	Denise B. Holmes, CAO/Clerk	Project oversight, Township of Melancthon	dholmes@melancthontownship.ca 519-925-5525 157101 Highway 10 Melancthon ON L9V 2E6