



TOWNSHIP OF MELANCTHON

A G E N D A

Thursday, January 14, 2016 - 5:00 p.m.

1. **Call to Order**
2. **Announcements**
3. **Additions/Deletions/Approval of Agenda**
4. **Declaration of Pecuniary Interest and the General Nature Thereof**
5. **Approval of Draft Minutes - Thursday, December 17, 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. Accounts
 2. Email from Bruce Kidd dated January 6, 2016, Re - Information for MTO
 3. Road Crossing on 4th Line OS - North of 15 Sideroad - Weigel Drainage (Verbal update from Mayor White)
10. **County Council Update**
 1. Council In Brief for Thursday December 10, 2015
11. **Committee Reports**
12. **Correspondence**

***Outside Board & Committee Minutes**

1. Dufferin Municipal Officers Association - Meeting September 18, 2015
2. Centre Dufferin Recreation Complex Board of Management - Meeting October 28, 2015
3. Shelburne & District Fire Board - Meeting November 3, 2015

*** Items for Information Purposes**

1. Highlights of the NVCA Board of Directors Meeting No. 12-15 - December 11, 2015
2. Nottawasaga Valley Conservation Authority - Media Release - Farm Stewardship: Supporting the Land that Supports Us
3. Copy of a resolution passed by the Town of Mono dated December 9, 2015, Re - "A Blueprint for Change"
4. AMO Communications - AMO Policy Update - Repeal of Sections of the Ontarians with Disabilities Act (ODA)
5. Copy of a resolution passed by the Municipality of Port Hope dated December 15, 2015, Re - Resolution Support re Opposition to Incineration Facilities
6. Letter from Rural Ontario Institute (ROI) dated December 8, 2015, Re - Nomination of Alycia Bannon for Rural Youth Engagement Showcase
7. Letter from Ministry of Agriculture, Food and Rural Affairs dated December 16, 2015, Re - 2015 Rural Roadmap: The Path Forward for Ontario
8. Letter from Ministry of Municipal Affairs and Housing dated December 18, 2015, Re - The Smart Growth for Our Communities Act, 2015
9. Email from Watson & Associates dated December 22, 2015, Re - Passage of Bill 73 and Ontario Regulation 428/15
10. Email from Drinking Water Ontario dated December 18, 2015, Re- Notice of Release of the Minister's Annual Report on Drinking Water 2015
11. Notice of Adoption of Amendment No. 27 To The Municipality Of Grey Highlands Official

- Plan
12. Nottawasaga Valley Conservation Authority - Media Release - Making a great river better - Pine River front-and-centre at community meeting January 13
 13. Email from Ernie Hardeman, MPP Oxford, PC Critic for Municipal Affairs and Housing dated January 6, 2016, Re - PC Caucus reception and meetings at ROMA/OGRA

*** Items for Council Action**

1. Memorandum from Denise Holmes to Mayor White and Members of Council dated January 7, 2016, Re - Authorization / Consent from Melancthon Township regarding the Placement of Large Quantities of Fill on the East Part of Lot 29, Concession 3 OS with regards to the construction of a Single Family Dwelling as per NVCA Procedural Guideline
2. Report to Mayor White and Members of Council from Denise Holmes dated January 7, 2016, Re - 2016 Meeting Schedule
3. Report to Mayor White and Members of Council from Denise Holmes dated January 7, 2016, Re - 2017 Council Meeting Schedule
4. Notification for Maintenance and Repair - Coutts Drain
5. Email from Stephen Hamblin, Project Analyst, Rural Programs Branch, Ministry of Agriculture, Food and Rural Affairs dated December 23, 2015, Re - OCIF AC2-0168 Ontario Community Infrastructure Fund - Expression of Interest

***Items for Council Action - Budget 2016**

1. Email from Nicole Hill, Secretary dated January 4, 2016, Re - Approved 2016 Fire Board Budget

***Items for Dufferin Wind Power**

1. Letter from Longyuan Power dated December 21, 2015, Re - Community Development Contribution Payment
2. Letter from Longyuan Power dated January 4, 2016, Re - Community Donation of Excess Aggregate

13. General Business

1. Accounts
2. By-law to authorize the borrowing of \$2,284,316.00
3. By-law To Provide For The Levy And Collection Of Rates Or Levies Required For The Township of Melancthon For The Interim Levy For The Year 2016 And To Provide For The Mailing Of Notices Demanding Payment Of Taxes For The Interim Levy For The Year 2016
4. Ballinger Drainage Works, Maintenance Levying By-law
5. *New/Other Business/Additions*
 1. Draft Customer Service Policy
 2. 2016 Spring/Summer Draft Township Newsletter
6. *Unfinished Business*
 1. Draft Concept (Constitution) North Dufferin Community Centre Advisory Board - January 14, 2016
 2. NEC Plan Review
 3. Information Flyer
 4. Home Occupation/On Farm Business'
 5. OFM Recommendation #6

14. Delegations

1. 5:30 p.m. - John Thompson, Fire Chief, Township of Southgate - Renewal of Fire Agreement
2. 5:45 p.m. - Jennifer McCorriston and Brianne Foulon, Wellington-Dufferin-Guelph Public Health - Presentation of the Executive Summary on the Report Planning Review Through a Public Health Lens - Section pertaining to Melancthon Township

15. Closed Session

16. Notice of Motion

17. Confirmation By-law

18. Adjournment and Date of Next Meeting - Thursday, February 4, 2016 - 5:00 p.m.

19. On Sites

20. Correspondence on File at the Clerk's Office

Denise Holmes

From: BRUCE KIDD
Sent: Wednesday, January 06, 2016 12:14 PM
To: dholmes@melancthontownship.ca
Subject: FW: Information for MTO.

Craig asked me to send this to you as well as a fax of the first notification we recieved from Jessica.
Let me know if you need anything else
Thanks,
Bruce

From: Jessica.Pegelo@ontario.ca
To: brucetkidd@ontario.ca
CC: Rob.McInnis@ontario.ca
Subject: Information for MTO.
Date: Mon, 4 Jan 2016 19:37:42 +0000

Good afternoon Bruce,

During our telephone conversation earlier today, you indicated that a municipal drain existed at the location of the field tile drain outlet. It has been confirmed that the property is part of the municipal drain. That being said, the MTO will require confirmation from the municipal drainage engineer that the controlled outlet into the cross-culvert under the Highway is acceptable. Once we have received notification of this, we can move forward with next steps. We look forward to hearing from you.

Have a great day!

Jessica Pegelo
Corridor Management Officer
Corridor Management Section – Engineering Office
659 Exeter Rd. London, ON N6E 1L3
Telephone: 519-372-4045 Fax: 519-376-6842
E-mail: jessica.pegelo@ontario.ca

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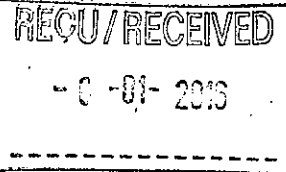
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Ministry of Transportation

Engineering Office
Corridor Management Section
West Region

659 Exeter Road
London, Ontario N6E 1L3
Telephone: (519) 372-4045
Facsimile: (519) 376-6842

Ministère des Transports

Bureau du génie
Section de gestion des couloirs routiers
Région de l'Ouest

659, chemin Exeter
London (Ontario) N6E 1L3
Téléphone: (519) 372-4045
Télécopieur: (519) 376-6842



December 21, 2015

John Kidd & Nancy Kidd
438162 Fourth Line
Melancthon, ON
L9V 1S9

Re: File tile drain outlet in the MTO highway (property) limits at PT LTS 271 to 275,
CON 1 NETS, MELANCTHON

Dear Mr. & Mrs. Kidd:

It has come to the attention of the MTO that field drain tile outlet has appeared within the highway (property) limits. At no time, does the MTO accept tile drain outlet from private property unless permits have been obtained. Please contact me to discuss.

No action to mitigate the situation may result in the removal of the outlet and the tile being plugged at the property line. If you have any questions, please let me know.

Sincerely,

Jessica Pegelo
Corridor Management Officer
Corridor Management Section
West Region

Encl. Photos.

c. Rob McInnis, MTO Maintenance Coordinator

Denise Holmes

From: Dufferin County <clerk=dufferincounty.ca@mail89.suw17.mcsv.net> on behalf of Dufferin County <clerk@dufferincounty.ca>
Sent: Monday, December 14, 2015 11:10 AM
To: Denise
Subject: Dufferin County E-Newsletter- Council in Brief - December 10, 2015

Dufferin County's Official E-Newsletter

[View this email in your browser](#)

COUNCIL IN BRIEF

For Thursday, December 10, 2015

For the full agenda and minutes, please visit our website.

ELECTION OF WARDEN FOR 2016

Mono Mayor, Laura Ryan, was elected as the 139th Warden of Dufferin County for 2016. Ryan was nominated by Mono Deputy Mayor, Ken McGhee and this will be the second time she has held the position in the past four years. The election was decided by two rounds of voting, which also included Orangeville Deputy Mayor, Warren Maycock and Amaranth Mayor, Don MacIver.



MIKE GRAVELLE WINS AODA 10TH ANNIVERSARY CHAMPION AWARD

Warden Laura Ryan presented Mike Gravelle (centre), with the AMCTO's (Association of Municipal Clerks and Treasurers of Ontario) AODA (Accessibility of Ontarians with Disabilities Act) 10th Anniversary Champion Award. Accompanied by Walter Benotto (right), Chair of Access Dufferin, Mike was recognized for years of community impact and leadership in accessibility. Mike has over 20 years of experience including assisting CNIB Waterloo, Owen Sound and Dufferin County as an advisor and Board member. He was also the founder of in Sight in Touch, a not-for-profit advocacy group that works to break down barriers for people with disabilities. In 2004, Mike took on roles with both the County of Dufferin and Orangeville Accessibility Advisory Committees and is still a member of both to date.



COMMITTEE CHAIRS

There was no change in Committee Chairs:

- Ken McGhee, Chair of General Government Services
- Darren White, Chair of Community Services/Dufferin Oaks
- Paul Mills, Chair of Public Works

DELEGATION

Angus Murray and David LeGallais were present at Council, representing "Project Safe Haven", a group of six Orangeville families committed to sponsoring and supporting a Syrian refugee family of six, for once year following their arrival to Canada. The group was awarded a donation of \$1,500 from the surplus funds in the 2015 Warden expense budget.

911 SERVICES REQUEST FOR PROPOSAL

The report of the Director of Corporate Services, dated December 10, 2015, with respect to responses to the Request for Proposal (RFP) for Provision of NG911 services to Northern911,

was approved.

BY-LAWS

The following were approved:

2015-40

A by-law to adopt the estimates for the sums required during the year 2016 for general purposes of the Corporation of the County of Dufferin.

(Authorization: Council - November 12, 2015)

2015-41

A by-law to approve fees and charges for services and activities provided by the County of Dufferin and to repeal by-laws 2012-08, 2012-40 and 2013-26.

(Authorization: General Government Services - October 27, 2015) (Available on our website:

<http://www.dufferincounty.ca/files/content-pdf/user-fees.pdf>)

2015-42

A by-law to amend by-law 2010-24, Schedule "A" under the Building Code Act respecting permits and related matters. Amending Building Permits Fees)

(Authorization: General Government Services - October 2014)

UPCOMING MEETINGS

County Council - January 14, 2015 - 7 pm - 51 Zina Street



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Email

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For road closures on County Roads, sign up [here](#).

For more reminders and information about garbage, recycling and compost, sign up [here](#).

For weather watches and information on emergency preparedness, sign up [here](#).

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DUFFERIN MUNICIPAL OFFICERS ASSOCIATION

Minutes of Meeting held on September 18, 2015 @ 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	
Heather Boston - Mulmur Township	Mark Early - Town of Mono
Terry Horner - Mulmur Township	Alan Selby - County of Dufferin
Les Halucha - Town of Mono	Jeff Bunn - Town of Grand Valley
Pam Hillock - County of Dufferin	Denise Holmes - Melancthon Township
Carey Holmes - Town of Shelburne	Carol Sweeney - Town of Shelburne
Sonya Pritchard - County of Dufferin	

OTHERS PRESENT:

Jennifer Ward - MPAC	Tristin McCredie - MMAH
Mark Schildorth - County Co-Op Student	Abbi O'Neill - Mosey and Mosey
Sheri Jones - Mosey and Mosey	

1. Meeting called to order:

1.1 Keith McNenly, Chair, called meeting to order.

Moved by Pam, Seconded by Alan, that the June 5, 2015 minutes be passed as circulated. CARRIED.

2. Delegations:

2.1 Steve Murphy unavailable. Members reminded of mandatory training requirements and mandatory exercise required by end of the year.

2.2 Abbi O'Neill and Sheri Jones - Mosey and Mosey

Renewal for 2016 presented and discussed. Also upcoming seminar regarding mental health with Margaret Trudeau as speaker.

3. MMAH:

3.1 Tristin McCredie, Municipal Advisor, Central Ontario - Update

Handout provided with respect to Provincial programmes and initiatives.

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

Discussion ensued regarding Bill 8 Ombudsman Act, which MPAC went through 9 years ago and are still experiencing changes as a result. Growth numbers discussed and assessments which may be at risk. Scheduling of re-assessment notices discussed, and Elector Lists process under review.

5. County/Local Municipalities:**5.1 County Official Plan - Update**

Sonya indicated they are waiting for feedback on documents sent out to municipalities regarding planning forms and processes. MMM Planning are their consultants. Advisory Committees are mandated at the Upper Tier, and must be at least one public member. There is a transition meeting with MMAH and the local municipalities September 30th.

5.2 POA - Pam reported that there was a meeting held in Caledon with respect to the possibility of a "made in Dufferin" solution and matter was to be on the agenda, but was not. Draft agreements circulated but were classified by Caledon as "confidential". Pam to contact Attorney General's office for definitive answer to whether it is possible for Dufferin to go alone.**5.3 Source Water Protection - discussion regarding Provincial negative response to using Source Water Protection Implementation Funding for the Water Management Advisory Committee to peer review Tier 3 studies. Will need to revise request. Also CTC representative to replace Bob Shirley as of the end of the year requires Council resolutions from affected municipalities.****5.4 Road Rationalization Report - comments to be sent to County by September 30, 2015.****5.5 Emergency Management Co-Ordination - road closures discussed.****5.6 Other - nothing at this time.****6. Date of Next Meeting(s) and Adjournment:****6.1 Next meetings to be at Monora on November 13, 2015 and December 17, 2015, or at the call of the Chair.**

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Regular meeting held October 28, 2015 at the CDRC

Attendance:	Laura Ryan	Mono
	Walter Benotto	Shelburne
	Wade Mills	Shelburne
	Dan Sample	Shelburne
	AJ Cavey	Shelburne
	Heather Foster	Amaranth
	Chris Gerrits	Amaranth
	Janice Elliott	Melancthon
	Ron Webster	Melancthon
	Kim Fraser	Facility Administration Manager
	Marty Lamers	Facility Maintenance Manager

Meeting called to order by Chair, Laura Ryan at 6:00pm
A quorum was present.

Declaration of Pecuniary Interests:

Laura Ryan stated that if any member of the board had a disclosure of pecuniary interest that they could declare the nature thereof now or at any time during the meeting.

Agenda:

MOTION #1 – Moved by W. Benotto seconded by J. Elliott. Be it resolved we approve the agenda dated October 28, 2015 as circulated and presented.
Carried

Discussion of Minutes of Previous Meetings:

MOTION #2 – Moved by W. Mills seconded by D. Sample. That the minutes of the CDRC Board of Management regular board meeting held September 23, 2015 be approved as presented and circulated.
Carried

Correspondence:

- Thank you from Shelburne Public Library for supporting the TD Summer Reading Club with free public swim pass

MOTION #3 – Moved by AJ Cavey seconded by W. Mills. That correspondence is received and placed on file.
Carried

Finance Committee Report:

The finance committee met prior to the general meeting. A 2016 draft budget, prepared by staff was presented for discussion. Items discussed: a 2% increase on operating expenses, a separate capital increase over a five year plan. Any applicable grants received will be applied back to the municipal capital contributions.

MOTION #4 – Moved by W. Mills seconded by D. Sample. That the bills and accounts, as presented in the amount of \$50,218.21 be approved and paid.

Carried

Policies & Procedures Committee Report:

The Policies & Procedures Committee met October 21, 2015. Items discussed involved the Alcohol Policy, advertising within the facility, a Procedural bylaw, user liability insurance and the hiring policy.

MOTION #5 – Moved by D. Sample seconded by W. Mills. That we receive the verbal report from the Policies and Procedures Committee.

Carried

Human Resource Committee Report:

Neither applicant accepted the offers approved at the September 23, 2015 meeting. The part time position has not yet been filled. The Facility Operator-Maintenance Attendant (Lead Hand) position was next offered to Ron Sackett who has accepted.

MOTION #6 – Moved by H. Foster seconded by J. Elliott. Be it resolved that the CDRC Board of Management hires Ron Sackett for the position of Facility Operator-Maintenance Attendant (Lead Hand).

Carried

MOTION #7 – Moved by W. Mills seconded by D. Sample. That we receive the verbal report from the Human Resource Committee.

Carried

Facility Maintenance Manager's Report:

See Schedule A

MOTION #8 – Moved by R. Webster seconded by H. Foster. That we receive the report from the Facility Maintenance Manager.

Carried

New Business:

Shelburne Muskies Contract:

Shelburne Muskies Hockey Club members, Kerry Young, Pam Parr, Barry Trood and Walter Madensky came to seek clarification on a few items within the rental contracts. The contracts are to be signed and submitted before the end of the week. Muskies requested reconsideration in reduction of sign rental space approved at the September 23, 2015 meeting.

MOTION (verbal) – Moved by AJ Cavey seconded by W. Mills. That the CDRC Board of Management waves the notice of motion regarding the advertising space issue.

Carried

MOTION – Moved by D. Sample seconded by AJ Cavey. Motion to reconsider the amount that the Muskies pay for the sponsor board.

Defeated

Staff directed to investigate what is behind the sponsor board.

Request to discuss previous motion from June 24, 2015-Friday Night Ice Rental Rates:

MOTION – Moved by W. Benotto seconded by D. Sample. Motion to reconsider SMHA ice rates from super prime to prime be considered by the Board and reduced to prime.

Defeated

D. Sample leaves at 7:30pm

AJ Cavey leaves at 7:30pm

Christmas Hamper Program:

Request from Bobbi Ferguson requesting the CDRC support the Christmas Hamper Program and allow a donation box be placed at the CDRC. The Board will support and asks that the hamper box be monitored regularly and that the CDRC is not responsible for any loss.

Create New Advertising Committee:

MOTION #9 – Moved by H. Foster seconded by J. Elliott. That the CDRC Board creates and advertising committee to deal with advertising rates and the policy governing them.

Carried

Members will be Wade Mills, Walter Benotto, Chris Gerrits and Laura Ryan

Video Surveillance:

A report was presented including quotations from three (3) suppliers. After review the board requested additional information be provided for next meeting.

Confirmation by By-law

MOTION #10 – Moved by W. Benotto seconded by C. Gerrits. Be it resolved that leave be given for the reading and enacting of by-law #11-2015 being a by-law to confirm certain proceedings of the CDRC Board of Management for its Regular Board meeting held October 28, 2015.

Carried

Adjournment:

MOTION #11-Moved by W. Mills seconded by W. Benotto. That we now adjourn at 7:44pm to meet again on November 25, 2015 at 6:00pm, or at the call of the chair.

Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Maintenance Managers Report - October 28, 2015

SAFETY:

- There were no incidents.
- September fire alarms, extinguishers and emergency lighting inspections have been completed. Replaced 2 emergency lighting fixtures with a cost of \$250.
- Ron Sackett has done some start up safety orientation and training.

ARENA:

- There were no issues.

BUILDING:

- Replaced worn out bearings in arena dehumidifier at a cost of \$750.00.
- All three security camera quotes are in.
- Possible placement of the memorial plaques - see picture.

POOL:

- There is still no bill or a quote from PPL Pools after numerous attempts to get information. I will continue to pursue this matter as I now have more time.

GROUNDS:

- I am looking into the front sidewalk repair.
- The No Parking signs and the CDRC Only signs have been installed. This has reduced the number of vehicles in the paved parking area. It is now up to 15 in the gravel parking area.

GENERAL INFORMATION:

- No part time candidates from interviews were hired. The job posting has been reposted in the Shelburne and Dundalk papers. The closing date is October 28th.
- Ron Sackett seems to be working out well so far.

Marty Lamers
Facility Maintenance Manager

SHELBURNE & DISTRICT FIRE BOARD

November 3rd, 2015

The Shelburne & District Fire Department **Board of Management** meeting was held at the Shelburne Public Library 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 7:06 pm.

2. **Additions or Deletions**

- 2.1 None at this time.

3. **Approval of Agenda**

3.1 **Resolution #1**

Moved by H. Foster – Seconded by K. McGhee

BE IT RESOLVED THAT:

The Board of Management approves the agenda as presented.

Carried

4. **Approval of Minutes**

4.1 **Resolution #2**

Moved by J. Horner – Seconded by H. Foster

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of September 1, 2015 as circulated.

Carried

5. **Pecuniary Interest**

5.1 No pecuniary interest declared.

6. **Public Question Period**

6.1 No public present.

7. **Delegations / Deputations**

7.1 No delegations present.

8. **Unfinished Business**

8.1 **OMERS**

Resolution # 3

Moved by F. Nix – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Shelburne & District Fire Board authorize participation in the OMERS primary pension plan ("Primary Plan"), and the retirement compensation arrangement that provides benefits for members and former members of the Primary Plan ("RCA"), in respect of the employees of **Shelburne and District Fire Board** identified herein.

Whereas pursuant to subsection 6(1) of the Primary Plan an employer who is eligible under the *Ontario Municipal Employees Retirement System Act, 2006* ("OMERS Act, 2006") to participate in the Primary Plan and the RCA may, by by-law or resolution, participate in the Primary Plan and the RCA and pay to the funds for the Primary Plan and the RCA the total of the employer and member contributions, and has all of the powers necessary and incidental thereto.

Therefore the **Shelburne and District Fire Board** ("Employer") enacts as follows:

- | | |
|---|---|
| (Election re:
Employees) | 1. The Employer shall participate in the Primary Plan and the RCA in respect of each person who is employed by the Employer and who is eligible to be a member of the Primary Plan and the RCA under subsection 5(3) of the OMERS Act, 2006, as amended from time to time, ("Employee") as of the first day of September 1st, 2015 and authorizes the Secretary-Treasurer to submit forthwith a certified copy of this Resolution to the OMERS Administration Corporation ("AC"). |
| (Current CFT
Employees) | 2. An Employee who is employed on a continuous full-time basis ("CFT Employee"), as defined in subsection 9(1) of the Primary Plan, as amended from time to time, and who commenced employment with the Employer before the Effective Date is entitled to become a member of the Primary Plan and the RCA on the first day of the month following the month in which the CFT Employee's application is received by the AC, provided that the AC may, at the request of the Employer, fix an earlier date on which the CFT Employee becomes a member but not before the date on which the CFT Employee became entitled to be a member or the first day of January in the year in which the application is received by the AC, whichever is the later date. |
| (Future CFT
Employees) | 3. Every person who becomes a CFT Employee on or after the Effective Date shall, as a condition of employment, become a member of the Primary Plan and the RCA, or if such person is already a member, resume contributions to the Primary Plan and the RCA on the date so employed. |
| (PBA
Membership
for OTCFT
Employees) | 4. An Employee who is employed on other than a continuous full-time basis ("OTCFT Employee") and meets the eligibility criteria in subsection 9(6) of the Primary Plan, as amended from time to time, is entitled to become a member of the Primary Plan and the RCA on the first day of the month following the month in which the OTCFT Employee's application is received by the AC, provided that the AC may, at the request of the Employer, fix an earlier date on which the OTCFT Employee becomes a member but not before the date on which the OTCFT Employee became entitled to be a member or the first day |

of January in the year in which the application is received by the AC, whichever is the later date.

(Senior
Management
Official)

5. Any person who holds a senior management position with the Employer ("Senior Management Official"), as the Employer may designate from time to time, is hereby authorized on behalf of the Employer to take all such action and execute all such documents, certificates and agreements, as they may consider necessary to give effect to the provisions of this Resolution and to fulfill the Employer's duties and obligations with respect to the Primary Plan and the RCA, as required from time to time.

(NRA 65
option for
Fire)

6. The normal retirement age of Employees who are employed as firefighters as defined in subsection 1(1) of the *Fire Protection and Prevention Act, 1997*, as amended from time to time, **and who are employed in the following class: Fire Management**, is 65 years.

Carried

9. **New Business**

9.1 **Letter from Melancthon to Ministry of Transportation – Road Repairs**

The repairs were made the day after the letter was sent.

9.2 **WSIB Notice of Audit – November 10, 2015**

The Board discussed the upcoming audit and voiced their concerns that the 2012 records are missing.

9.3 **2016 Draft Budget**

The Board discussed the draft budget and stated the following:

- The formula used to bill the municipalities should be revised in 2017 by the HR committee
- The Board would like to explore other options for dispatch to see if it's possible to save money
- Are there other options out there for fuelling trucks that could save money?
- The Board requested the following:
 - That a line for FPO cost recovery be added to the budget
 - An average of wages for fire calls/ practices/ etc. for the last 5 years
 - The number of structure fires we have had in the last year
- The Chief discussed the need to add the replacement of 15-17 of the SCBA's to the Capital budget with a cost estimate of \$125,000.00
 - The Board asked if all of the SCBAs need to be replaced at one time or if they can be staggered – the Chief feels that it is best to replace them all at one time

- The Board would like a review of the 5 year Capital plan and would ask that the Chief come back to a meeting in January to state what changes he feels need to be made to the plan
- The Board would like a capital budget for 2016 prepared
- The Board suggested going to local big businesses to see if they would donate money to the Fire Department to put towards SCBA's

10. **Chief's Report**

10.1 **Monthly Reports (September & October 2015)**

There were a total of 14 calls for the month of September, 6 building inspections and 5 Fire Safety Plans reviewed.

There were a total of 9 calls for the month of October, 1 building inspection and 1 Fire Safety Plan reviewed.

The Board asked how many people are trained on the ladder truck; the Deputy Chief feels that about 50% of the volunteer fire fighters are trained.

10.2 **Update from Fire Chief**

The Christmas Party is December 18th at the Agricultural Building, reception at 6:30 pm and dinner at 7:00 pm

The Toy drive will run from November 19th to December 19th.

The Board asked the Chief if in his opinion if the fire fighters were well trained. The Chief stated that he was pleasantly surprised with the level of equipment, training and how well kept the hall is. He stated that Deputy Chief Walsh has worked very hard without a Chief.

11. **Future Business:**

11.1 None at this time.

12. **Accounts & Payroll – July & August 2015**

12.1 **Resolution # 4**

Moved by K. McGhee – Seconded by F. Nix

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$33,606.58 for the period of August 29th, 2015 to October 27th, 2015 as presented and attached be approved for payment.

Carried

12.2 **Resolution # 5**

Moved by F. Nix – Seconded by W. Hannon

BE IT RESOLVED THAT:

Payroll for the following month(s) be approved for payment:

September 2015 - \$13,842.24

October 2015 - \$17,647.91

Carried

13. **Confirming and Adjournment**

13.1 **Resolution # 6**

Moved by W. Hannon – Seconded by K. McGhee

BE IT RESOLVED THAT:

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

Carried

13.2 **Resolution # 7**

Moved by J. Horner – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:20 pm to meet again on December 1, 2015 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill
Secretary-Treasurer

Tom Egan
Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of November 3rd, 2015

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



HIGHLIGHTS

of the NVCA BOARD OF DIRECTORS MEETING
No. 12-15 – December 11, 2015

Service Delivery and Operational Review Update

Gayle Wood, Chief Administrative Officer, provided an update on recommendations contained within the NVCA's Service Delivery and Operational Review (2014).

The review was broken into three phases: Phase 1 addressed governance and efficient operations; Phase 2 addressed an updated performance management system; and Phase 3 addressed staff compensation.

In total, the Service Delivery and Operational Review contained 26 recommendations for improvement. The CAO reported that of those recommendations, 12 have been completed and 14 are underway.

Under the 2015 to 2018 Business Plan, the Board has directed the CAO to respond to the Service Delivery and Operational Review recommendations over the course of 2015/2016.

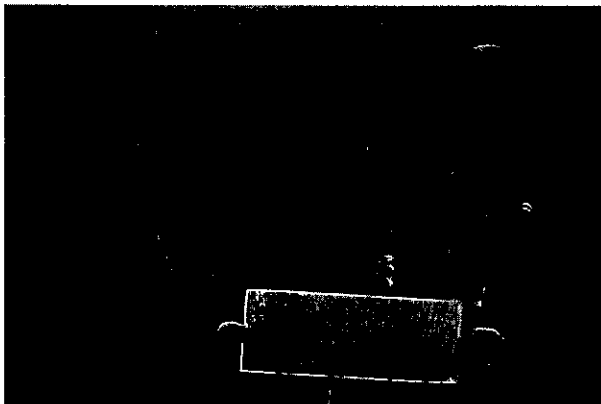
NVCA Board of Directors Communications Survey

During November, the Board of Directors responded to a communications survey presented as a result of Service Delivery and Operational Review. The Board provided positive feedback about how NVCA staff are communicating with them, and also provided excellent advice for moving forward. Staff continue to focus on improving communications, both internally and externally.

In brief

During this meeting, the board also:

- Presented a \$1,000 cheque the Friends of Utopia Park and Gristmill in support of the restoration of the Historic Bell's Gristmill, located at NVCA's Utopia Conservation Area.



Byron Wesson, Director of Lands, Education and Stewardship Services, with Susan Antler of the Friends of Utopia Park and Gristmill and Chair Dough Lougheed, Councillor for Innisfil.

- Heard from Fred Dobbs, Manager, Stewardship Services, regarding the work NVCA is doing in support of the Township of Clearview's EcoPark Project. The park is located on Lamont Creek in the Hamlet of Stayner.

In early December, NVCA worked with students from Stayner Collegiate Institute and Clearview Meadows Elementary School to enhance fish habitat along the creek. The students removed a large woody blockage from the creek that was causing high water temperatures and algae growth. They also planted 200 live willow and dogwood cuttings.

- Approved the NVCA Education Strategic Plan for implementation starting in January 2016.
- Learned about the visit of a delegation from China's Henan Province Water Resources Department to NVCA on December 10, 2015. The delegates came to NVCA to learn more about how Ontario is managing its water resources.

CAO Gayle Wood thanked NVCA Hydrogeologist Ryan Post for his presentation on source water protection projects in the watershed. The CAO also recognized Yi Wang, a volunteer post-doctoral student working at NVCA, for his excellent interpretive skills.



CAO Gayle Wood and Chair Lougheed thank Yi Wang for his interpretation work with the delegation from Henan.



Chair Lougheed, Yi and Ryan show with the gifts presented to NVCA by the delegation.

For more information

D. Gayle Wood, CAO, gwood@nvca.on.ca, 705-424-1479 ext. 225

For the full meeting agenda including documents and reports, visit the NVCA website at nvca.on.ca/about/boardofdirectors.

Future Meetings and Events

Christmas Bird Count for Kids

Sunday, December 27, 2015 - 9:00 a.m. - 12:00 p.m.
Tiffin Centre for Conservation, Utopia

Pine River Community Meeting

Wednesday, January 13, 2016 – 7:00 p.m. – 9:00 p.m.
Township of Adjala-Tosorontio Municipal Office

NVCA Annual General Meeting & Board of Directors Meeting

Friday, January 22, 2016 - 9:00 a.m. - 12:00 p.m.
Tiffin Centre for Conservation, Utopia

Family Day at Tiffin

Monday, February 15, 2016 - 10:00 a.m. - 3:00 p.m.
Tiffin Conservation Area, Utopia

March Break Monday

Monday, March 14, 2016 - 10:00 a.m. - 3:00 p.m.
Tiffin Conservation Area, Utopia



Nottawasaga Valley
Conservation Authority

MEDIA RELEASE

For immediate release

Farm Stewardship: Supporting the Land that Supports Us

By Shannon Stephens, Nottawasaga Valley Conservation Authority

Utopia, Ontario (December 15, 2015)

Deb Walks is both a successful farmer and a biologist. She and her husband Chris run Amaranth Springs Farm in the headwaters of the Nottawasaga River.

As a community shared agriculture farm, members purchase a share of the harvest. Members share in the bounty of weekly fresh-picked produce from June to October, supporting local, sustainable agriculture.

The farm is rich in natural features too. Sightings include snowy and great horned owls, bobolinks, eastern meadowlarks, and fireflies by the thousands. There's also a cold water trout stream and extensive wetland. As a good steward of the land, Deb wanted to protect these features, and so called the Nottawasaga Valley Conservation Authority (NVCA) to discuss possible projects and find out about funding that might be available.



Deb decided to protect 7.6 hectares of environmentally sensitive wetlands, springs and a stream on her farm by keeping her livestock out of them. Help with funding for livestock exclusion fencing came from the NVCA's Healthy Waters Program and the Headwaters Streams Committee.

Reaping the Benefits

Livestock exclusion fencing keeps cattle out of streams. It benefits both the environment and the farm's bottom line through:

- Improved herd health, with less incidence of foot-rot, lower vet bills and less time spent on treatment
- Limiting livestock to clean, fresh water, which is shown to increase weight gain and health (reduce scours)
- Reduced nutrient and bacteria pollution of groundwater and streams
- Protection of cold-water trout stream and spawning habitat
- Increased groundwater recharge and protection of a highly vulnerable aquifer
- Protection of rare and sensitive species, like the Least Bittern and Brook Trout

Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia, ON L0M 1T0
T: 705-424-1479 F: 705-424-2115
admin@nvca.on.ca • nvca.on.ca

A member of Conservation Ontario

Info 2 - JAN 14 2016

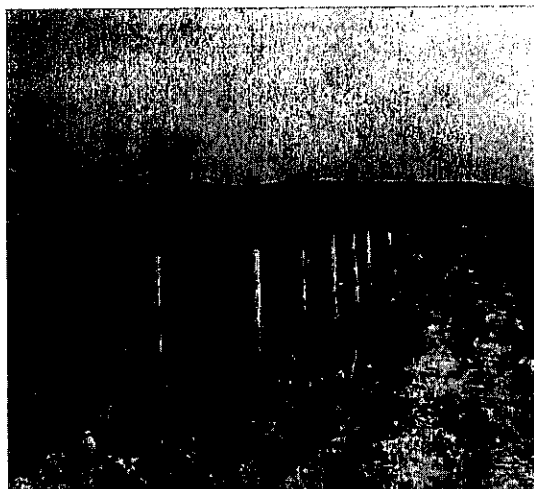
Diversity and Crop Rotation

Deb's philosophy is that the functioning of natural ecological systems provides the best template for efficient and sustainable farming.

By growing a broad selection of vegetables and fruits, Deb's crops mimics naturally occurring diversity. Crop rotation is a key component. Pests have a hard time finding crops when their location is moved each year!

"The livestock participate in this rotation as well," explains Deb. "Plants provide nutrients to the livestock, and in return, healthy, natural fertilizer is added to the soil. The land is given a rest, and then tilled prior to being used for crop production."

"A mix of animals mimics natural diversity and reduces disease and parasite problems," adds Deb. "For example, our ducks, which like to eat grasses, help us keep our tree seedlings healthy, acting as our tree-nursery weed control."



NVCA's Healthy Waters Program

Deb took advantage of funding from NVCA's Healthy Waters Program to offset much of the costs of fencing.

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

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

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

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

- 30 -

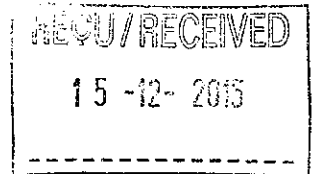
About NVCA: The Nottawasaga Valley Conservation Authority a public agency dedicated to the preservation of a healthy environment through specialized programs to protect, conserve and enhance our water, wetlands, forests and lands. www.nvca.on.ca

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



Town of Mono

347209 Mono Centre Road
Mono, Ontario L9W 6S3



December 9, 2015

Ms Katie Rosa, Aggregate Resources Officer
Ministry of Natural Resources and Forestry
300 Water Street
PETERBOROUGH ON K9J 8M5

Dear Ms Rosa

RE: "A Blueprint for Change"

Town of Mono Council has reviewed your document "A Blueprint for Change" and during their Council meeting on December 8, 2015 passed the following Resolution:

Resolution #7-19-2015

Moved by Martin - Seconded by Nix

THAT Planning Staff are directed to advise the Minister of Natural Resources and Forestry through their consultation process that the Town of Mono generally supports the proposals contained in "A Blueprint for Change";

AND FURTHER THAT the Ministry of Natural Resources and Forestry consider the following municipal concerns which have not as yet been addressed in the document:

- Lack of commitment to provide greater capacity for inspection and enforcement of aggregate operations;*
- Provision of sunset clauses on aggregate licences;*
- Provide provisions for rescinding licences on dormant sites;*
- Integrate public consultation timelines with those of the Planning Act; and,*
- Provide co-ordinated and effective measures to address importation of fill at aggregate sites, including regular testing of materials at source and receiving sites.*

AND FURTHER THAT the Ministry of Natural Resources and Forestry defer consideration of any applications for major site plan amendment proposing to extract under the water table to be consistent with the policies of this document;

AND FURTHER THAT the Ministry of Natural Resources and Forestry consider an increase to the royalties paid based on Ontario Consumer Price Index since the last increase in 1997, with the apportionment to municipalities be maintained as it exists;

AND FURTHER THAT the Memoranda from the Director of Planning, dated November 13, 2015 and December 2, 2015 be forwarded to the Ministry of Natural Resources and Forestry.

"Carried"

We would appreciate being kept informed of any proposed revisions or decisions related to this document.

Yours very truly

TOWN OF MONO

A handwritten signature in black ink, appearing to read 'Mark Early', with a stylized flourish at the end.

Mark Early, MCIP, RPP, CMO
Director of Planning
Deputy CAO/Clerk

ME/jk
Encs.

cc ARARReview@ontario.ca
Clerk, County of Dufferin
CAO/Clerk/Treasurer, Township of Amaranth
CAO/Clerk/Treasurer, Township of East Garafraxa
CAO/Clerk/Treasurer, Town of Grand Valley
CAO/Clerk, Township of Melancthon
CAO/Clerk, Township of Mulmur
Clerk, Town of Orangeville
CAO/Clerk, Town of Shelburne
MPP Sylvia Jones, Dufferin-Caledon



Town of Mono

347209 Mono Centre Road
Mono, Ontario L9W 6S3

MEMORANDUM

TO: Council
FROM: Mark Early
DATE: December 2, 2015
SUBJECT: Addendum Report – November 13, 2015
“A Blueprint for Change”

* * * * *

The original Memorandum, dated November 13, 2015, was deferred by Council to their next meeting due to time constraints. Councillor Manktelow provided me with a copy of a Committee report from the County of Wellington, dated November 12, 2015, on the same topic, a copy of which is attached. The County of Wellington document is set out similar to my original memo and provides some additional concerns on page 3 (116) of the document. In reviewing this report, I would recommend Council consider the following Resolution, which differs from the Resolution set out Memorandum dated November 13, 2015:

THAT Planning Staff are directed to advise the Minister of Natural Resources and Forestry through their consultation process that the Town of Mono generally supports the proposals contained in “A Blueprint for Change”;

AND FURTHER THAT the Ministry of Natural Resources and Forestry consider the following municipal concerns which have not as yet been addressed in the document:

- *Lack of commitment to provide greater capacity for inspection and enforcement of aggregate operations;*
- *Provision of sunset clauses on aggregate licences;*
- *Provide provisions for rescinding licences on dormant sites;*
- *Integrate public consultation timelines with those of the Planning Act; and,*
- *Provide co-ordinated and effective measures to address importation of fill at aggregate sites, including regular testing of materials at source and receiving sites.*

AND FURTHER THAT the Ministry of Natural Resources and Forestry defer consideration of any applications for major site plan amendment proposing to extract under the water table to be consistent with the policies of this document;

AND FURTHER THAT the Ministry of Natural Resources and Forestry consider an increase to the royalties paid based on Ontario Consumer Price Index since the last increase in 1997;

AND FURTHER THAT the Memoranda from the Director of Planning, dated November 13, 2015 and December 2, 2015 be forwarded to the Ministry of Natural Resources and Forestry.

A handwritten signature in black ink, appearing to read 'Mark Early', is written over a horizontal line.

Mark Early, MCIP, RPP, CMO
Director of Planning
Deputy CAO/Clerk



COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Aldo Salis, Manager of Development Planning
Date: Thursday, November 12, 2015
Subject: Aggregate Resources Act Review - Blueprint for Change – PD2015-37

Background

In 2012, the Ontario government began reviewing the Aggregate Resources Act (ARA) and its associated regulations and procedures. On October 30, 2013, the Standing Committee on General Government provided the Legislature with their detailed submission *Report on the Review of the Aggregate Resources Act*. In their review of the ARA, the Committee provided 38 recommendations for strengthening aggregate resources management in Ontario.

In February 2014, the Province released its *Comprehensive Government Response to Standing Committee on General Government's Report on the Review of the Aggregate Resources Act*. That submission was the combined effort of the Ministry of Natural Resources and other provincial ministries. With that response and input from various stakeholders, the Government held a series of engagement sessions over the next several months to hear what key stakeholders and agencies had to say about topics related to the management and regulation of aggregate resources in Ontario.

With the results of that engagement process, the Ministry of Natural Resources and Forestry (MNRF) released ***A Blueprint for Change: A proposal to modernise and strengthen the Aggregate Resources Act policy framework***. *A Blueprint for Change* was published on Environmental Registry (under registry number 012-5444) on October 21, 2015.

The Provincial Government considers the changes proposed by this document to effectively implement the Standing Committee's 38 recommendations.

Overview of Blueprint For Change

A Blueprint for Change contains 45 proposed changes under four goals. The goals are:

- **Stronger Oversight** - by introducing new tools, powers and provisions that improve effectiveness, efficiency and flexibility
- **Environmental Accountability** – by updating and enhancing application requirements, developing new tools to deal with existing sites, and improving record keeping and reporting
- **Improved Information and Participation** – by improving consistency in requirements, enhancing opportunities for involvement, and making information more accessible and easier to understand
- **Increased and Equalized Fees and Royalties** – by indexing fees and royalties, changing Crown land fees and royalties, working with municipal organizations to address infrastructure impacts and creating provisions for the future.

Through this document the Province is seeking input regarding the proposed changes prior to December 15, 2015.

The *Blueprint for Change* is organized into four sections:

1. changes for new aggregate sites
2. changes that would apply to existing and future aggregate sites
3. changes to fees and royalties, and
4. changes that would provide future flexibility and housekeeping amendments.

The changes proposed under section 4 are generally to improve some of the Ministry's administrative functions, reporting, and other organizational responsibilities. We have no specific concerns with these proposed changes and therefore will focus this report on the first three sections only. In terms of the first 3 sections, we list most of the proposed changes below but have excluded some that would not typically apply in Wellington (e.g. matters pertaining to management of Crown land).

Wide-ranging Changes are Proposed

The *Blueprint* proposes to address a variety of areas of the ARA and its supporting instruments that the Ministry relies on to manage aggregate resources in the Province. The proposed changes include:

In establishing new sites, the Ministry is proposing:

- enhancement to requirements for studies and information related to the natural environment, surface and groundwater, cultural heritage, noise, traffic and dust
- new application requirements for requests to lower extraction depth below the water table
- new application requirements for small, temporary extraction operations on farms
- new study requirements for applications on agricultural lands
- new timelines, notification, and consultation requirements (varies based on production)
- new site plan requirement related to 'maximum disturbed areas'
- new provisions to allow for peer review requirements for technical studies
- new 'plain language' requirement for proposal descriptions and summary statements
- flexibility for grandfathering existing sites in newly designated areas
- new ability to waive application requirements in unique circumstances
- new provisions to enable low-risk or non-commercial activities (referred to as 'permit by rule').

With respect to the management and operation of existing and future sites, the Ministry is proposing:

- new ability to establish conditions on existing aggregate sites related to source water protection
- new provision to require additional studies, information and updated site plans for existing aggregate sites
- clarify requirements for requests for a site plan amendment or a change to a licence or permit condition, enhancing local involvement on significant changes
- enable self-filing of amended site plans for minor changes in certain situations
- enhance and clarify provisions for compliance inspection and false reporting
- standardize references and interpretation of tonnage limits across the policy framework, and clarifying that the total tonnage limit includes both blended and recycled materials
- new requirements for record-keeping on the importation of fill for rehabilitation
- establish new reporting requirements for site rehabilitation and for removal of recycled or blended materials (annual compliance)
- provide administrative changes to provide liability protection for ministry employees
- streamlining and changing the frequency of self-compliance reports
- new and enhanced powers related to 'no consent' transfers and revocation in special circumstances
- substantial increases in maximum fines issued for offences under the ARA, and elimination of the minimum fine to allow issuance of tickets for minor offences (under Provincial Offences Act).

With respect to Fees and Royalties, the Ministry is proposing to:

- index fees and royalties to the Consumer Price Index
- establish ability to waive fees on private land sites
- establish ability to disburse fees to recipients that have road responsibilities
- create ability to make changes in the future that allow for broadening of the collection, disbursement and use of fees, and for programs to evaluate their effectiveness

Note: The Province and municipal organizations are currently in discussions regarding possible changes to the municipal portion of the annual fees.

Our Review and Findings

Overall, we are generally satisfied with the proposed changes contained in the Province's Blueprint. These changes reflect many of the concerns previously raised by municipalities, public and other stakeholders and should improve the management of aggregate resources and extraction operations. However, some of the proposed changes lack detail and, unfortunately, there are community concerns that have not been adequately addressed by this review.

We are pleased with:

- addressing the need for more effective rehabilitation of prime agricultural land
- provisions that require proponents to prepare clearer plans and more technical studies
- provisions that allow the Ministry to request new assessments/studies of existing operations
- new study requirements regarding applications on prime agricultural land
- requirement for a new application for existing sites that wish to extract below the water table
- application of source water protection policies on existing aggregate sites
- addressing the importance of promoting recycling of aggregate related products, and
- consideration of increasing the aggregate licence annual fee (however, we would have preferred that the review include a firm commitment to an increase in the municipal portion).

Some areas require more details:

While there are positive changes being proposed, some changes create unease due to a lack of details. For example, further clarity is needed on the proposals to introduce:

- new 'permit to rule' approach for low risk activities
- new ability to waive application requirements in unique circumstances
- provisions regarding cumulative impact assessment
- new ability to waive fees on private land sites

We are disappointed that:

There are long-standing and emerging community and municipal concerns that have not been included in this proposal or have not been adequately addressed. Those concerns include:

- a lack of commitment to provide greater capacity for MNRF inspection and enforcement
- sunset of aggregate licences – time limits on extraction operations to recognize the PPS provision that this land use is interim in nature
- dormant licenced sites – failure of Province to enact authority to rescind licences of dormant sites or alternatively to create new provisions of notifying the community well in advance of such sites resuming production after prolonged inactivity
- integration of the timelines and public consultation provisions of ARA with Planning Act, and
- co-ordinated and effective measures to address importation of fill at aggregate sites

Note: MOECC, MNRF and other ministries are currently reviewing the need to develop an excess soil policy for the Province. There are concerns that changes to the ARA under this process may undermine the ability of municipalities to regulate such activities through local by-laws.

Consultation and Further Input

In our view, some aspects of require further details and discussion with Ministry staff to better understand the intent of new provincial processes and requirements. We have been advised by the Ministry that municipalities and other stakeholders will be provided opportunities for consultation and further input. Staff will continue to review the proposed changes and new changes introduced by the Government and respond accordingly.

Final Observations

It should be clear that the *Blueprint for Change* will not resolve the broad community concerns surrounding aggregate extraction in Ontario (lack of regulatory control at the municipal level, lack of meaningful public process). To address those concerns, a fundamental shift from the current provincial review and approval process would need to happen.

Recommendation

That this report be forwarded to the Province on behalf of the County of Wellington;

That staff continues to monitor the progress of the Government's review of the Aggregate Resources Act policy framework and provide input as necessary.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'A. Salis', with a long horizontal line extending to the right.

Aldo L. Salis, BES, M.Sc. MCIP, RPP
Manager of Development Planning
Planning & Development Department



Town of Mono

347209 Mono Centre Road
Mono, Ontario L9W 6S3

TOWN OF MONO

Item # *New Business*

Council Session # *18-2015*

MEMORANDUM

TO: *Council*
FROM: *Mark Early*
DATE: *November 13, 2015*
SUBJECT: *"A Blueprint for Change" – A proposal to modernize and strengthen the Aggregate Resources Act policy framework*

* * * * *

The Ministry of Natural Resources and Forestry (MNRF) released "A Blueprint for Change: A proposal to modernize and strengthen the *Aggregate Resources Act* policy framework" on October 21, 2015. The document has been published on the Province's EBR, and comments may be made on the document prior to December 15, 2015. This document represents MNRF's response to their engagement sessions which were held in 2014, related to the review of the *Aggregate Resources Act*. The full document is available at <http://apps.mnr.gov.on.ca/public/files/er/blueprint-for-change.pdf>

The document indicates that these proposed changes will modernize and strengthen the policy framework for aggregate resource extraction in Ontario. The document sets out four goals:

- (a) Stronger oversight – including new tools, powers and provisions;
- (b) Environmental accountability – including updated and enhancing of application requirements and better record keeping;
- (c) Improved information and participation – including providing consistency in MNRF requirements and enhancing opportunities for public involvement; and,
- (d) Increased and equalized fees and royalties – including changing Crown land fees and royalties and indexing existing fees and royalties.

The proposed document is set out under four different sections, which this report will follow:

- 1. Proposed changes for establishing new sites;
- 2. Proposed changes to the management and operation of existing and future sites;
- 3. Proposed changes to fees and royalties; and,
- 4. Other proposed changes.

1. Proposed Changes for Establishing New Sites

The document proposes to update application requirements to include current natural environment standards (e.g. Endangered Species Act) be addressed and that cultural heritage studies address cultural heritage resources in accordance with the *Heritage Act*. "It is proposed that water impact study requirements be enhanced and required for extraction

occurring above the water table as well as those proposing to extract below the water table". These studies are required to use a risk management approach and will also require the hydrologist or other expert conducting the water study to identify when a cumulative effect study is required. A cumulative effect study would be completed when identified by the Province. Noise assessment studies will also be required for all sites nearby sensitive land uses (e.g. residential areas). This is not necessarily a new standard of the industry, however, will now be required as a specific application requirement.

Agricultural impact studies will become mandatory on lands Classed 1 – 3 agricultural capability or on any lands identified as prime agricultural areas within local Official Plans. The document states that pre-extraction agricultural capability of the site will be established upfront in the process to ensure that the lands will be rehabilitated to the same soil capacity following extraction. There is no comment in this document regarding the potential conflict with the Provincial PPS which states that prime agricultural lands can be extracted under the groundwater where it is determined there is a substantial amount of high quality aggregate below surface.

The MNRF is proposing requirements that a Site Plan establishing a maximum disturbed area for all new sites, which would minimize open disturbed areas and encourage progressive rehabilitation sooner. The MNRF is looking to establish better notification provisions and consultation requirements within their documents. The Ministry of Transportation, Conservation Authorities, and Source Water Protection Agencies will be required to be notified. More formal consultation will be mandatory with First Nations. Broader areas for mandatory consultation will also be required for applications, including maintaining websites that share application information and the agency comments with the general public. Emails also will be added as a legitimate form of objection and communication.

A significant change that I have noted through my review of the document is that the current policy framework would be revised to require that "existing sites that are only approved to extract above the water table will be required to submit a new application for approval to lower the extraction depth to extract aggregate from below the water table". This will no longer be permitted to be done through a Site Plan Amendment, as is currently being considered by MNRF on the CBM/Craig Pit. This is a significant change that will respect the decisions that were made by the Ontario Municipal Board or local Councils at the time plans are approved and licensed. Given this significant proposed change in Provincial Policy, Council should encourage the MNRF to withhold all approvals on underwater extraction currently proceeding by Site Plan Amendment applications and require new applications to be submitted.

The legislation will also be proposing that the Provincial Government can make provisions to allow for peer review to be completed by the Province for technical studies in the future. It is expected that these requirements would not duplicate any peer review studies being completed or proposed by the local municipality.

2. Proposed Changes to the Management and Operation of Existing and Future Sites

This section of the document includes general changes to provisions regarding site plans, site plan conditions, record keeping, and reporting requirements. Most importantly I would note that the document proposes to establish new requirements for record keeping on the importation of fill, requiring records to be kept regarding the source of fill, the shipper, and the location on the property fill was deposited. Fill will also be restricted for use only on side slopes, not on the pit floor.

Enhanced reporting requirements are proposed on rehabilitation of properties.

The document also proposes identifying when a Site Plan Amendment is required and is of a major or minor nature, which will be included in regulations under the Act, not by internal policy papers.

3. Proposed Changes to Fees and Royalties

This section of the document essentially proposes equalization between the fees and royalties paid on Crown properties with private properties. It is my understanding that the current royalties paid per ton have not been changed since 1997. The current royalties paid on a Pit Licence are 11.5 cents per ton, of which 6 cents per ton is dispersed to the local municipality, 1.5 cents per ton to the County or Region, and .5 cents per ton to the Aggregate Resources Trust for abandoned pit rehabilitation. The royalties are not proposed to be increased as part of this document; however, future royalties are proposed to be indexed to the Ontario Consumer Price Index, following the equalization of fees between Crown and private sites. Council should encourage an increase to royalties based on the Consumer Price Index since the last adjustment.

4. Other Proposed Changes

This section proposes minor administrative changes to the Act as it relates to the Aggregate Resources Trust and general reporting requirements to the Ministry. Section 4.2 sets out some housekeeping amendments that are being proposed, and those that are of interest to the municipality include:

- Clarifying that no approvals are required to extract within a municipal or Provincial road right-of-way during initial construction or maintenance of a road within that right-of-way;
- Specifying that the Minister may, rather than must, be party to an OMB hearing for an application where the Ministry has resolved their concerns; and,
- Specifying that contact information of individuals participating in an application are a matter of public record and the applicants must make the notification and consultation records pertaining to an application available to the public upon request.

5. Conclusions

"A Blueprint for Change" includes several needed improvements to the policy framework for Aggregate Resources in the Province. The Town should be supporting the document for the policies to increase public awareness and transparency within the application process and the amendment process; the requirements for cumulative effects studies specially related to hydrogeology; stronger policies on extraction of prime agricultural lands; better controls on fill importation to sites; and specific Regulations under the Act regarding what constitutes a minor or major site plan amendment. The document does not impose any increase to royalties (other than future consumer Price Indexing) and the Town should be requesting the Province to consider an increase to these royalties based on the Ontario Consumer Price Index increases from the last increase in 1997.

6. Recommendation

THAT Planning Staff be directed to advise the Minister of Natural Resources and Forestry through their consultation process that the Town of Mono generally supports the proposals contained in "A Blueprint for Change",

AND FURTHER THAT the Ministry of Natural Resources and Forestry defer consideration of any applications for major site plan amendment proposing to extract under the water table to be consistent with the policies of this document;

AND FURTHER THAT the Ministry of Natural Resources and Forestry consider an increase to the royalties paid based on Ontario Consumer Price Index since the last increase in 1997.



Mark Early, MCIP, RPP, CMO
Director of Planning
Deputy CAO/Clerk

Denise Holmes

From: AMO Communications <communicate@amo.on.ca>
Sent: Tuesday, December 15, 2015 4:15 PM
To: dholmes@melancthtontownship.ca
Subject: AMO Policy Update - Repeal of Sections of the Ontarians with Disabilities Act (ODA)

December 15, 2015

Repeal of Sections of the *Ontarians with Disabilities Act* (ODA)

The Province has made recent changes to the accessibility laws in Ontario.

The *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) was preceded by the *Ontarians with Disabilities Act, 2001* (ODA), which set the foundation for accessibility in the public sector.

The Ontario government has removed sections of the ODA which are comparable to those addressed by the AODA or its regulations.

Effective December 1, 2015, twelve sections of the ODA have been repealed. These sections are largely duplicated or addressed in a comparable manner by the AODA or its regulations. This change will positively reduce the administrative burden on municipalities.

In particular, three sections of the ODA that directly impact municipalities were repealed as follows:

1. Section 11 - Municipal Accessibility Plans

- the ODA Requirement to Develop Annual Accessibility Plans
- the AODA requires municipalities to develop multi-year accessibility plans.

2. Section 12 - Accessibility Advisory Committees

- the ODA Requirement for Municipalities to Develop Accessibility Advisory Committees (AACs)
- the AODA requires that the majority of AAC members be persons with disabilities and provides for an expanded scope of the committee when compared with ODA-related requirements.

3. Section 13 - Municipal Goods and Services

- the ODA Requirement for Municipalities to Ensure Accessible Procurement of Goods and Services
- the AODA requires all broader public sector organizations to incorporate accessibility into procurements of goods, services and facilities, including kiosks.

All other ODA requirements continue to be in effect. The AODA remains Ontario's primary accessibility law and municipalities will continue to be required to comply with applicable requirements in that statute and its regulations.

To view the amended legislation, visit the Ministry [website](#).

AMO Contact: Michael Jacek, Senior Advisor, E-mail: mjacek@amo.on.ca, 416.971.9856 ext. 329.

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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Wendy Atkinson

From: Tania Wilson <twilson@porthope.ca>
Sent: December-16-15 3:21 PM
To: undisclosed-recipients:
Subject: Resolution of Support re Opposition to Incineration Facilities

Good Afternoon: Please find below a Resolution that was passed by Council for the Municipality of Port Hope at their regular Council meeting held on December 15, 2015 for your Council's consideration and support;

Resolution 129/2015

Moved by Councillor Hickey

Seconded by Councillor Polutnik

***WHEREAS** Council of the Municipality of Port Hope passed Resolution 95/2014 to deny an Official Plan and Zoning By-law Amendment application from a company wishing to locate a power generation facility utilizing the incineration of waste due to numerous concerns including associated health risks;*

***NOW THEREFORE BE IT RESOLVED THAT** the Municipality of Port Hope requests that the Ontario Minister of Environment and Climate Change and the Ontario Minister of Energy prohibit incineration and related means of waste disposal, including "Energy from Waste" facilities, as these facilities result in significant release of toxic substances and greenhouse gases, and thus their use is in conflict with the Province's goal of reducing greenhouse gases;*

***AND BE IT FURTHER RESOLVED THAT** the Municipality of Port Hope submits to the Minister of Environment and Climate Change and the Minister of Energy the attached document prepared by Dr. Stan R. Blecher, which addresses his review of the Environmental Screening Report process, his critique of this process, and his suggestions for improvements to this process to protect communities from harmful and dirty industries;*

***AND BE IT FURTHER RESOLVED THAT** the Municipality of Port Hope request a meeting together with the Minister of the Environment and Climate Change and the Minister of Energy to discuss issues surrounding our opposition to incineration facilities; to discuss the opposing positions being taken by these Ministries with respect to Energy From Waste facilities; to discuss the promotion of clean waste management practices with emphasis on recycling; and to discuss our interest in exploring the establishment in the Municipality of Port Hope, of a Centre of Excellence in Recycling, with focus on attracting recycling industries to the area, and establishing, in collaboration with neighbouring institutions, a Learning and Research Hub in Recycling Technologies;*

***AND BE IT FURTHER RESOLVED THAT** this motion be presented to Northumberland County Council to seek their support in opposing incineration and the banning of "Energy From Waste" facilities in the waste management strategies of Northumberland County;*

***AND BE IT FURTHER RESOLVED THAT** this motion be circulated to all Municipalities in the Province of Ontario for their support;*

***AND BE IT FURTHER RESOLVED THAT** this motion be forwarded to the Association of Municipalities of Ontario to inform them of the Municipality of Port Hope's opposition to incineration, and to request that the AMO advise the Standing Committee on Social Policy (currently reviewing Bill 73) that the Municipality of Port Hope does not support the AMO's position on supporting "Energy From Waste" facilities, but does support expanding options to improve on strategies to divert waste from landfills by reducing, reusing, and recycling.*

Regards,

Tania Wilson, Administrative Assistant
Corporate Services
Municipality of Port Hope
56 Queen St.
PORT HOPE ON L1A 3Z9
tel: 905-885-4544
fax: 905-885-7698
www.porthope.ca
twilson@porthope.ca

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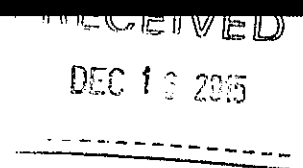
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December 8, 2015



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

Dear Mayor and Councillors,

The Rural Ontario Institute would like to bring your attention to a hard working, engaged young leader living in your community. Alycia Bannon from Melancthon, Ontario has been nominated for our Rural Youth Engagement Showcase. We are very pleased to share this news with your Council, as young individuals like Alycia represent a promising future for rural communities across Ontario. We hope you can join us in recognizing her contributions and engagement in the life of your community.

Each nominee in this initiative will be considered to appear in a short video, profiling their various accomplishments, the impact they have had in their community and the networks of support around them. We hope these stories will inspire new young leaders, and bring attention to the value of fostering youth engagement for local communities. We will be determining our final selections and announcing them through a news release on our website, www.ruralontarioinstitute.ca, in the coming weeks.

We believe the strength and vitality of rural communities depends upon actively engaged individuals and we encourage you to further celebrate these efforts at your local level. For more information on Alycia's accomplishments, please contact Ryan Deska, Project Lead.

Sincerely,

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

Rob Black
Chief Executive Officer
Rural Ontario Institute



Measuring
Rural Community
Vitality

Info 6 - JAN 14 2016



December 16, 2015

Denise Holmes
CAO
Township of Melancthon
dholmes@melancthontownship.ca

Dear Denise Holmes:

I am writing to you regarding the recent release of our government's report, *2015 Rural Roadmap: The Path Forward for Ontario*. Building on the valuable input we have received from rural stakeholders this report outlines key government priorities and highlights the progress made in Ontario since the original report was issued in 2014. It also identifies additional initiatives impacting rural Ontario and sets the stage for ongoing consultations and engagement with rural Ontarians.

Ontario is committed to creating conditions where the province's rural municipalities, businesses and regional economies can grow and prosper. That is why Ontario is:

- **Investing in infrastructure** –, approximately \$15 billion has been committed through the Moving Ontario forward Fund to support investments in roads, bridges, transit and other critical infrastructure in communities outside of the Greater Toronto and Hamilton Area.
- **Improving rural health care**- the Telehomecare Expansion Project is reducing the need for rural patients with chronic health conditions to travel to receive health care. The project helps patients manage their health using remote monitoring technology with the support of specially trained nurses. As of March 31, 2015, more than 5,000 patients with congestive heart failure and chronic obstructive pulmonary disease have benefited from the program.
- **Helping youth to develop skills for success** - as part of Ontario's renewed Youth Jobs Strategy, the new Youth Job Connection program offers paid pre-employment workshops, job placement opportunities and mentorship to youth between the ages of 15 and 29, who are unemployed, in school, or in training. The program also offers part-time after-school and summer job opportunities to high-school students between the ages of 15 and 18, facing challenging life circumstances.

.../2

- **Supporting Aboriginal people in rural Ontario** - \$25 million has been committed through the Aboriginal Economic Development Fund, to support Aboriginal businesses and communities over the next three years.

Thanks to the roadmap Ontario better understands how to provide rural communities with the tools they need to succeed. These tools help to support good jobs, attract investment, and ensure that rural Ontario continues to be a vital part of the Ontario economy.

The 2015 Rural Roadmap report can be viewed online here:

www.omafr.gov.on.ca/english/rural/roadmap.html

Thank you for your contribution to this effort.

Sincerely,

Original signed by

Arthur Potts
Parliamentary Assistant



Good Things Grow in Ontario
À bonne terre, bons produits

Local Government and Planning Policy Division
777 Bay Street, 13th Floor
Toronto ON M5G 2E5

Division des administrations locales et des politiques d'aménagement
777, Rue Bay, 13e étage
Toronto ON M5G 2E5

Phone: (416) 585-6320
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Téléphone: (416) 585-6320
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December 18, 2015

Dear: Chief Administrative Officer

RE: The Smart Growth for Our Communities Act, 2015

The Smart Growth for Our Communities Act, 2015, which makes a number of changes to the Development Charges Act, 1997, and the Planning Act, passed in the Ontario legislature and received Royal Assent on December 3, 2015.

The majority of changes to both the Development Charges Act, 1997, and the Planning Act will come into force on a day to be named by proclamation. However, the following provisions relating to the Planning Act have already come into force through Royal Assent.

- Subsection 1(2) of the Planning Act has been amended to restrict the ability of ministries other than the Ministry of Municipal Affairs and Housing to be added as a party to an Ontario Municipal Board appeal.
- Subsection 3(10) of the Planning Act has been amended to extend the review cycle of the Provincial Policy Statement from 5 to 10 years.
- Subsections 4(1) and 4(2) of the Planning Act have been amended to remove the references to "referral", as the Minister does not have delegation powers for site plan.
- Subsection 22.1 has been added to the Planning Act to provide certainty that when new policies or laws come into effect, applications for official plan amendments are subject to the previous policies or laws only if the required supporting material (i.e. complete application) has been submitted prior to the transition date.

This legislation provides for enhanced tools and processes for communities and residents to determine how their neighbourhoods grow, and to plan and pay for growth. The legislation aims to help municipalities recover more costs for growth-related infrastructure, give residents more say in how their communities grow, protect and promote greenspaces, enhance transparency and accountability, set clearer

rules for land use planning, give municipalities more independence to make local decisions and make it easier to resolve disputes.

Some examples of important improvements to the development charges and planning systems introduced by the new Act include:

Increasing Funding for Growth-Related Infrastructure by:

- removing the mandatory 10 per cent discount required when levying a charge for transit services
- creating an authority to identify services for which a planned service level calculation would replace the historic 10 year average service level
- creating an authority to identify ineligible services exclusively through regulation (a commitment to bring forward regulatory changes to make waste diversion as a service for which development charges can be collected has already been announced)

Enhancing Municipal Transparency by:

- requiring detailed reporting for municipal collection of density bonusing and parkland fees
- changing the alternative parkland dedication rate for cash-in-lieu payments to incent the acquisition of physical parkland
- requiring some municipalities, in consultation with school boards and the public, to prepare parks plans to help plan for parkland, greenspace, and park facilities
- requiring municipalities to reflect capital projects funded through development charges in a detailed report
- strengthening the language in relation to 'voluntary payments', not permitted under the Development Charges Act

Increasing Predictability and Accountability by:

- linking development charge background studies to municipal asset management planning
- requiring development charges for individual buildings to be set as of the date an initial building permit is issued, and for development charges to be payable on that date (there is an exception for multi-phase developments)

Enhancing Citizen Engagement by:

- requiring explanation of how public input affected a municipal planning decision
- ensuring consideration of public input at the municipal level by approval authorities and the Ontario Municipal Board
- requiring locally designed public consultation policies
- facilitating the modernization of the giving of notice through additional methods (e.g. email)
- increasing use and ensuring citizen membership on planning advisory committees

Increasing Certainty, Stability and Reducing Costs by:

- limiting requests for amendments to new official plans and/or new comprehensive zoning by-laws for 2 years after documents are approved, unless council authorizes the application(s) to proceed
- providing regulation-making authority to limit requests for amendments to the renamed community planning permit system policy (official plan) and by-law for 5 years after documents are approved, unless council authorizes the application(s) to proceed
- removing the ability to apply for a minor variance for 2 years after a site specific rezoning, unless council authorize the application(s) to proceed
- limiting approvals and appeals of lower-tier official plans, unless in conformity with upper-tier plans
- removing requirements to review employment land policies

Resolving Disputes, Improving Local Decision-Making and Accountability by:

- allowing time to be added to planning decision timelines to resolve disputes prior to appeals (90-day "timeout")
- restricting appeals of specific provincially-approved matters (e.g. Ministry of the Environment and Climate Change approved source water protection boundaries)
- removing appeal of second unit residential policies at official plan updates
- requiring clearer reasons for appeals
- removing the ability to appeal entire new official plans
- providing enhanced opportunities for alternative dispute resolution

A copy of the Smart Growth for Our Communities Act, 2015 can be viewed online at: http://www.ontla.on.ca/web/bills/bills_detail.do?BillID=3176.

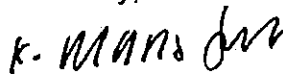
Please visit the Ministry of Municipal Affairs and Housing's website periodically for further updates: ontario.ca/municipalaffairsandhousing.

If you have any questions related to the Planning Act, please contact Luke Fraser at (416) 585-6088 or send an e-mail to PlanningConsultation@ontario.ca.

If you have any questions related to the Development Charges Act, 1997, please contact John Ballantine at (416) 585-6348 or send an e-mail to DCAConsultation@ontario.ca.

I would also like to take this opportunity to thank municipalities for your efforts, input and advice in helping us to reform the land use planning system.

Sincerely,



Kate Manson-Smith
Assistant Deputy Minister

cc. Association of Municipalities of Ontario

Association of Municipal Clerks and Treasurers of Ontario
Municipal Finance Officers' Association of Ontario
Municipal Clerk, Municipal Treasurer, Municipal Planning Official

Denise Holmes

From: Watson & Associates <info@watson-econ.ca>
Sent: Tuesday, December 22, 2015 4:30 PM
To: undisclosed-recipients:
Subject: Passage of Bill 73 and Ontario Regulation 428/15
Attachments: DCA 1997 - OReg 428-15.pdf; DCA 1997 - Amended December 2015.pdf; changes to dca 2015 update dec 22-municipal clients.pdf

To our municipal clients,

Over the past year, we have sent correspondence on Bill 73 to keep you abreast of its progress. The Bill and associated Regulation have been passed and are attached. We have also included a detailed letter explaining the final changes with some commentary on the impact of the legislative changes.

We would be pleased to discuss further with you if you have any questions.

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ONTARIO REGULATION 428/15
made under the
DEVELOPMENT CHARGES ACT, 1997

Made: December 9, 2015
Filed: December 17, 2015
Published on e-Laws: December 18, 2015
Printed in *The Ontario Gazette*: January 2, 2016

Amending O. Reg. 82/98
(GENERAL)

1. Subsection 1 (2) of Ontario Regulation 82/98 is revoked and the following substituted:

(2) For the purposes of this Regulation, a reference to transit services does not include the Toronto-York subway extension.

2. The Regulation is amended by adding the following section:

INELIGIBLE SERVICES, SUBSECTION 2 (4) OF ACT

Ineligible services

2.1 (1) The following are prescribed as ineligible services for the purposes of subsection 2 (4) of the Act:

1. The provision of cultural or entertainment facilities, including museums, theatres and art galleries but not including public libraries.
2. The provision of tourism facilities, including convention centres.
3. The acquisition of land for parks.
4. The provision of a hospital as defined in the *Public Hospitals Act*.
5. The provision of landfill sites and services.
6. The provision of facilities and services for the incineration of waste.
7. The provision of headquarters for the general administration of municipalities and local boards.

(2) For the purposes of paragraph 3 of subsection (1),

“land for parks”,

- (a) includes land for woodlots and land that is acquired because it is environmentally sensitive, and
- (b) does not include land for an enclosed structure used throughout the year for public recreation and land that is necessary for the structure to be used for that purpose, including parking and access to the structure.

3. The Regulation is amended by adding the following section:

PRESCRIBED SERVICES, SECTION 5.2 OF THE ACT

6.1 (1) All transit services are prescribed services for the purposes of section 5.2 of the Act.

(2) The following method and criteria shall be used to estimate the planned level of service for a prescribed service:

1. The service is a discrete service.
2. No portion of the service that is intended to benefit anticipated development after the 10-year period immediately following the preparation of the background study may be included in the estimate.
3. No portion of the service that is anticipated to exist as excess capacity at the end of the 10-year period immediately following the preparation of the background study may be included in the estimate.

(3) For greater certainty, paragraphs 2 and 3 of subsection (2) do not prevent the inclusion in any subsequent estimate of the portion of a service that is intended to benefit development over the 10-year period immediately following the preparation of the background study related to that subsequent estimate, even if that portion of the service was excluded from a previous estimate.

4. Section 8 of the Regulation is amended by adding the following subsections:

(2) Any background study by the municipality under section 10 of the Act that incorporates the cost of transit services shall set out the following:

1. The calculations that were used to prepare the estimate for the planned level of service for the transit services, as mentioned in subsection 5.2 (3) of the Act.
2. An identification of the portion of the total estimated capital cost relating to the transit services that would benefit,
 - i. the anticipated development over the 10-year period immediately following the preparation of the background study, or
 - ii. the anticipated development after the 10-year period immediately following the preparation of the background study.
3. An identification of the anticipated excess capacity that would exist at the end of the 10-year period immediately following the preparation of the background study.
4. An assessment of ridership forecasts for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study, categorized by development types, and whether the forecasted ridership will be from existing or planned development.
5. An assessment of the ridership capacity for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study.

(3) If a council of a municipality proposes to impose a development charge in respect of transit services, the asset management plan referred to in subsection 10 (2) (c.2) of the Act shall include the following in respect of those services:

1. A section that sets out the state of local infrastructure and that sets out,
 - i. the types of assets and their quantity or extent,
 - ii. the financial accounting valuation and replacement cost valuation for all assets,
 - iii. the asset age distribution and asset age as a proportion of expected useful life for all assets, and
 - iv. the asset condition based on standard engineering practices for all assets.
2. A section that sets out the proposed level of service and that,
 - i. defines the proposed level of service through timeframes and performance measures,
 - ii. discusses any external trends or issues that may affect the proposed level of service or the municipality's ability to meet it, and
 - iii. shows current performance relative to the targets set out.
3. An asset management strategy that,
 - i. sets out planned actions that will enable the assets to provide the proposed level of service in a sustainable way, while managing risk, at the lowest life cycle cost,
 - ii. is based on an assessment of potential options to achieve the proposed level of service, which assessment compares,
 - A. life cycle costs,
 - B. all other relevant direct and indirect costs and benefits, and
 - C. the risks associated with the potential options,
 - iii. contains a summary of, in relation to achieving the proposed level of service,
 - A. non-infrastructure solutions,
 - B. maintenance activities,
 - C. renewal and rehabilitation activities,
 - D. replacement activities,
 - E. disposal activities, and
 - F. expansion activities,
 - iv. discusses the procurement measures that are intended to achieve the proposed level of service, and
 - v. includes an overview of the risks associated with the strategy and any actions that will be taken in response to those risks.

4. A financial strategy that,
 - i. shows the yearly expenditure forecasts that are proposed to achieve the proposed level of service, categorized by,
 - A. non-infrastructure solutions,
 - B. maintenance activities,
 - C. renewal and rehabilitation activities,
 - D. replacement activities,
 - E. disposal activities, and
 - F. expansion activities,
 - ii. provides actual expenditures in respect of the categories set out in sub-subparagraphs i A to F from the previous two years, if available, for comparison purposes,
 - iii. gives a breakdown of yearly revenues by source,
 - iv. discusses key assumptions and alternative scenarios where appropriate, and
 - v. identifies any funding shortfall relative to financial requirements that cannot be eliminated by revising service levels, asset management or financing strategies, and discusses the impact of the shortfall and how the impact will be managed.

(4) For the purposes of subsection (3), the proposed level of service may relate to a time after the 10-year period immediately following the preparation of the background study.

5. Section 15 of the Regulation is revoked.

6. Paragraph 4 of section 17 of the Regulation is revoked and the following substituted:

4. If a credit has been recognized under this section with respect to a service referred to in paragraphs 1 to 7 of subsection 2 (4) of the new Act, as those provisions read before the day subsection 2 (2) of the *Smart Growth for Our Communities Act, 2015* comes into force, the value of the credit cannot be recovered from future development charges.

7. Subsection 18 (1) of the Regulation is revoked and the following substituted:

(1) This section applies with respect to a debt, other than credits, incurred with respect to a service referred to in paragraphs 1 to 7 of subsection 2 (4) of the new Act, as those provisions read before the day subsection 2 (2) of the *Smart Growth for Our Communities Act, 2015* comes into force, under a development charge by-law under the old Act that expires or is repealed during the transition period or expires, under section 63 of the new Act, at the end of the transition period.

Commencement

8. (1) Subject to subsections (2), (3) and (4), this Regulation comes into force on the day it is filed.

(2) Sections 1, 2, 5, 6 and 7 come into force on the day subsection 2 (2) of the *Smart Growth for Our Communities Act, 2015* comes into force.

(3) Section 3 comes into force on the day section 4 of the *Smart Growth for Our Communities Act, 2015* comes into force.

(4) Section 4 comes into force on the day section 5 of the *Smart Growth for Our Communities Act, 2015* comes into force.

Français

[Back to top](#)

December 22, 2015

To our Municipal Clients

Re: Passage of Bill 73 and Ontario Regulation 428/15

This letter is to advise that on December 3, 2015, the Province passed Bill 73 which amended the *Development Charges Act*. Subsequently, on December 18, 2015, Ontario Regulation 428/15 was published which amended Ontario Regulation 82/98 (i.e. the DCA Regulation) and provided additional directives for the amended Act. Copies of both items are enclosed with this letter for your review.

We have reviewed the documents and would provide a summary of the changes which have been made to date. The table below provides the proposed changes which were presented by the Province upon the introduction of Bill 73 (as summarized in our March 9, 2015 letter) along with how these items have been included in the final legislation.

Proposed Changes to the Act (March 9, 2015)	Final Changes to the Act (December 2015)	Commentary
New definitions: <ul style="list-style-type: none"> • “Prescribed” – a reference to what may be contained in the Regulation 	Has been included in the definitions section of the Act (section 1)	“Prescribed” means prescribed by the regulations
<ul style="list-style-type: none"> • “Regulations” – used to specifically refer to regulations made under the DCA. 	Has been included in the definitions section of the Act (section 1)	“Regulations” means the regulations made under this Act

Proposed Changes to the Act (March 9, 2015)	Final Changes to the Act (December 2015)	Commentary
Ineligible Services – move the definition of Ineligible Services from the DCA to the Regulations – allows for easier adjustments to add or reduce ineligible services.	<ul style="list-style-type: none"> Section 2(4) of the Act is repealed and replaced with a new section 2(4) which references ineligible “prescribed” services New section 2.1(1) in Regulations provides the prescribed ineligible services 	<ul style="list-style-type: none"> As noted, allows for easier adjustments to add or reduce ineligible services Solid waste was formerly an ineligible service – sections 2.1(5) and (6) identify that only landfill and incineration are ineligible, thus allowing for alternative waste disposal methods (e.g. recycle, reuse, composting, etc.)
Area Specific Charges: <ul style="list-style-type: none"> New requirements which will prescribe areas and services which must be undertaken on an area-specific basis 	<ul style="list-style-type: none"> Section 2 of the Act expanded to include new subsections (9), (10), (11), (12) 	<ul style="list-style-type: none"> The new sections provide that prescribed services or municipalities shall consider area rating <u>The regulations do not provide for any prescribed services or municipalities at this time</u>
<ul style="list-style-type: none"> New powers to allow the Province to prescribe municipalities, services and criteria so that the prescribed municipality must pass more than one by-law for prescribed services and criteria 	<ul style="list-style-type: none"> Former section 60(1)(d) of the Act is repealed and replaced with a new 60(1)(d) and (d.1) 	<ul style="list-style-type: none"> As noted above, no services or municipalities prescribed at this time For the future, the new powers allow the Minister to provide this by regulation changes
Transit Service – 10% mandatory deduction from the growth-related costs will be removed	<ul style="list-style-type: none"> New section 7.2 of the Act 	

Proposed Changes to the Act (March 9, 2015)	Final Changes to the Act (December 2015)	Commentary
Service Standard Calculations: <ul style="list-style-type: none"> Prescribe services which will not be subject to the 10-year historic average service restriction 	<ul style="list-style-type: none"> New section 5.2(1) and (2) of the Act provides for "prescribed" services New section 6.1 of the regulations only prescribes transit service at this time 	<ul style="list-style-type: none"> The Act allows for prescribed services to be defined Only transit service is a prescribed service at this time
<ul style="list-style-type: none"> Restrictions so that a planned 10-year level of service to be achieved over the 10-year forecast is not exceeded 	<ul style="list-style-type: none"> New sections 5.2(3) and (4) of the Act provides for "prescribed" services New section 8(2) of the Regulation provides for the manner in which transit service will be dealt with 	
<ul style="list-style-type: none"> Methodology for determining the planned level of service will be set out in the regulations 	<ul style="list-style-type: none"> New section 8(2) of the Regulation provides for the manner in which transit service will be dealt with 	<ul style="list-style-type: none"> Methodology established for transit service only Methodology requires ridership forecasts and ridership capacity for all modes of transit over the 10 years, identification of excess capacity which exists at the end of 10 years, identification of whether new ridership is from existing or planned development

Proposed Changes to the Act (March 9, 2015)	Final Changes to the Act (December 2015)	Commentary
Development Charge Background Study: <ul style="list-style-type: none"> • Municipalities must examine the use of area-rating 	<ul style="list-style-type: none"> • New section 10(c.1) 	<ul style="list-style-type: none"> • While there are no “prescribed” services, this section identifies that the background study must consider this to reflect the different needs for different areas • Note that while the background study must consider the option of area rating, it is not mandatory to pass area-specific charges
<ul style="list-style-type: none"> • Must include an asset management plan related to new infrastructure – the requirements of the asset management plan, the information to be provided and the manner in which it is prepared will be prescribed by regulation 	<ul style="list-style-type: none"> • New sections 10(c.2) and 10(3) • Section 8 of the Regulation amended to include subsections (2), (3) and (4) which provide for specific detailed requirements for transit (only) 	<ul style="list-style-type: none"> • For all services except transit, the background study shall deal with all assets proposed in the study and demonstrate that these assets are financially feasible over their full life cycle • Act identifies that further information or the manner in which these are provided may be prescribed; however, only transit service is prescribed at this time • However, it is expected that this requirement will align with the Asset Management Guidelines established by the Province

Proposed Changes to the Act (March 9, 2015)	Final Changes to the Act (December 2015)	Commentary
<ul style="list-style-type: none"> • Must demonstrate that all of the new infrastructure in the asset management plan is financially sustainable over their full life cycle 	<ul style="list-style-type: none"> • See above comments 	<ul style="list-style-type: none"> • See above comments
<p>Payment Timing for Multiple Building Permits – when multiple building permits are issued in respect of a single building, the DC is payable when the first building permit is issued.</p>	<ul style="list-style-type: none"> • New sections 26(1.1) and (1.2) of the Act 	<ul style="list-style-type: none"> • Requires that the development charge is calculated and payable when the first permit is issued • However, if the development has two or more phases that are not constructed concurrently, each phase is deemed a separate development
<p>Annual Report of the Treasurer – existing reporting requirements will be continued and new requirements added to:</p> <ul style="list-style-type: none"> • Identify all assets whose capital costs were funded by DCs and, for each asset, identify costs which were funded by other sources 	<ul style="list-style-type: none"> • Section 43(2) of the Act is repealed and replaced with a new 43(2) 	<ul style="list-style-type: none"> • Annual report must include opening/closing balances, all transactions in the fund, statements identifying all assets funded by DCs and how the portions not funded by DCs were funded
<ul style="list-style-type: none"> • Include a statement as to the municipality's compliance in not imposing, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by this Act 	<ul style="list-style-type: none"> • New section 43(2)(c) of the Act 	<ul style="list-style-type: none"> • Section 43(2) references the new section 59.1 of the Act (discussed below under "No Additional Levies") and requires a statement that the municipality is compliant

Proposed Changes to the Act (March 9, 2015)	Final Changes to the Act (December 2015)	Commentary
<ul style="list-style-type: none"> Require that the report be made available to the public 	<ul style="list-style-type: none"> New section 43(2.1) of the Act 	<ul style="list-style-type: none"> New section provides that "council shall ensure that the statement is made available to the public"
<ul style="list-style-type: none"> Submit the report to the Ministry of Municipal Affairs and Housing only when requested by the Minister 	<ul style="list-style-type: none"> Section 43(3) of the Act is modified 	<ul style="list-style-type: none"> The modification removes the requirement to file statements with the Ministry unless requested to provide
<p>No Additional Levies:</p> <ul style="list-style-type: none"> New provisions to prohibit municipalities from imposing additional payments or requiring construction of a service not authorized under the DCA (note that exceptions may be made for a prescribed class of development, a prescribed class of services related to development or a prescribed Act or a prescribed provision of an Act) 	<ul style="list-style-type: none"> New sections 59.1(1) and (2) of the Act 	<ul style="list-style-type: none"> New section prohibits municipalities from imposing additional payments or requiring construction of a service not authorized under the DCA except as permitted by this Act (e.g. Section 59, "Local Services") or another Act (e.g. Local Improvements under the <i>Municipal Act</i>) Subsection (2) does allow for exceptions if a class of service or development, or an Act is prescribed – no provision is made in the Regulations at this time
<ul style="list-style-type: none"> Transitional provisions will make exceptions for existing payment agreements 	<ul style="list-style-type: none"> New section 59.1(3) of the Act 	<ul style="list-style-type: none"> Section 59.1 does not affect a charge imposed prior to January 1, 2016

Proposed Changes to the Act (March 9, 2015)	Final Changes to the Act (December 2015)	Commentary
<ul style="list-style-type: none"> Ministry of Municipal Affairs and Housing may investigate a municipality for compliance. Cost of all or a portion of the investigation may be imposed on the municipality 	<ul style="list-style-type: none"> New sections 59.1(4), (5), (6) and (7) of the Act 	<ul style="list-style-type: none"> Minister may at any time investigate a municipality for compliance - note that the powers provided to the Minister to investigate are extensive
Housekeeping Change to the Act – to update the reference to the <i>Condominium Act</i>	<ul style="list-style-type: none"> Section 2(2)(f) of the Act is amended 	<ul style="list-style-type: none"> Reference to the <i>Condominium Act</i> changed from “section 50” to “section 9”
Other Changes not Identified at the beginning of the Process <ul style="list-style-type: none"> Minimum 60 day circulation of the DC Background Study 	<ul style="list-style-type: none"> New section 10(4) of the Act 	<ul style="list-style-type: none"> Council shall ensure that the DC Background Study is made available to the public 60 days prior to the passing of the DC by-law Report must be available on the website for 60 days prior to passage and be available as long as the by-law is in effect

The Province has set January 1, 2016 for the amended legislation to take full force and effect. This means that starting January 1st of next year, any new by-laws (or amending by-laws) must conform to these new changes. We are aware of a few municipalities who have commenced a process for amending or updating their DC by-laws and hence, will need to refine their background study, draft by-laws and public process to conform to the new legislation.

Remarks

The legislative changes noted above will require a more detailed review to consider the impact to the DC methodology and policies. As we have done in the past, our firm will be engaging with legal advisors to further consider the full implications of the Bill and Regulation. A few direct comments are made at this time for consideration by the reader:

Transit – while there have been changes which appear to allow for a greater recovery of transit capital costs, the process now required to calculate the charge has become far more complex and prescriptive. We would perceive that more detailed background analysis will be required through transit/transportation master plans and ridership forecasting.

No Additional Levies - the new provision prohibits a municipality's ability to impose an additional charge or requirement to directly construct services. This provision does not impact a municipality's ability to impose local service conditions as allowed for currently under section 59(2) of the Act. However, it does emphasize the need for a comprehensive local service policy to be included as part of the DC Background Study. In addition, other Acts remain in effect for imposing charges against development (e.g. *Planning Act* Parkland Dedication, *Municipal Act* Local Improvements, etc.

As we have communicated in earlier correspondence, we feel that this requirement can restrict development in the future. For example, if a developer requests a project timing to be accelerated and there is a non-growth component to the project, the municipality cannot require the developer to fund this non-growth share. The developer will have to wait until the financial resources of the municipality are available to fund this cost. Further, for fast growing municipalities, the burden of the DC deductions and service restrictions may be too substantial to bear and will look to restrict growth to financially manageable levels.

Longer Circulation Period for DC Background Studies – while not a significant change, this will add approximately six weeks on to the DC process. For minor amendments to a by-law to address a definition change or add an additional exemption, it will take longer to implement that change.

Eligible Solid Waste Services – this service was removed by the DCA 1997, hence the methodology, approach to service standard measurements, etc., will need to be developed. It is unclear what data or background studies municipalities may have to support the calculations. This service is expected to evolve over time.


Treasurer Statement – the report requirements for the Treasurer have been expanded. As the Act takes effect on January 1, 2016, it would appear that the new requirement will be required for the 2015 year. We will be preparing sample reporting statements for all of our clients which we will make available in early January.

Area Rating – this new requirement will add additional time, effort and cost to the DC Background Study. Area rating is most applicable to water, wastewater and stormwater services however the Act does not limit which services shall be considered. It is also anticipated that this new requirement will foster additional dialogue with the development community. While the requirement for an open public process is embraced by the Act currently, this provision will compare averaged uniform charges against higher/lower area rated charges, thus giving rise to further discussion.

We trust that the above information is helpful.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

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

Gary Scandlan, BA, PLE
Director

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

Andrew Grunda, CMA, MBA
Principal

Denise Holmes

From: Water, Drinking (MOECC) <Drinking.Water@ontario.ca>
Sent: Friday, December 18, 2015 12:02 PM
To: dholmes@melancthontownship.ca
Subject: Notice of Release of the Minister's Annual Report on Drinking Water 2015, the Chief Drinking Water Inspector's 2014-2015 Annual Report and Drinking Water Data on Ontario.ca / Avis de publication du Rapport annuel 2015 du ministre sur l'eau potable, du Ra

Please be advised that today the Ministry of the Environment and Climate Change released the Minister's Annual Report on Drinking Water 2015 and the Chief Drinking Water Inspector's 2014-2015 Annual Report.

The Minister's Annual Report on Drinking Water 2015 showcases the work Ontario is doing to protect our drinking water and water resources while fighting climate change. The Chief Drinking Water Inspector's Annual Report provides an overview of the ministry's progress during 2014-15 and includes in-depth information on the performance of Ontario's drinking water systems and licensed and eligible laboratories. Both reports are available online at ontario.ca/drinkingwater.

The reports highlight that Ontario's drinking water continues to be of high quality and is well protected. These findings are supported by our drinking water quality and inspection results. The ministry and its partners are working together and remain committed to protecting the province's drinking water.

Starting this year, drinking water datasets that are used in the Chief Drinking Water Inspector's 2014-2015 Annual Report will also be released on Ontario's Open Data Catalogue when the report is released.

Improving public access to drinking water data supports the government's Open Data Directive to make government data accessible to the public by default. This directive requires Ontario ministries and provincial agencies to publish data unless there are legal, privacy, confidentiality, commercially sensitive or security reasons not to do so. Releasing the data we collect related to drinking water will increasingly become our normal business practice.

Going forward, most datasets will be updated on a quarterly basis so that information is available to the public between annual reports.

Veuillez noter qu'aujourd'hui, le ministère de l'Environnement et de l'Action en matière de changement climatique a publié le Rapport annuel 2015 du ministre sur l'eau potable et du Rapport annuel 2014-2015 de l'inspectrice en chef de l'eau potable.

Le Rapport annuel 2015 du ministre sur l'eau potable décrit le travail réalisé par l'Ontario pour protéger notre eau potable et nos sources d'eau, parallèlement à ses initiatives pour combattre le changement climatique. Le Rapport annuel de l'inspectrice en chef de l'eau potable offre une vue d'ensemble des progrès réalisés par le Ministère en 2014-2015 et propose des informations

détaillées sur le rendement des réseaux d'eau potable de l'Ontario et des laboratoires autorisés et admissibles. Les deux rapports sont disponibles en ligne sur ontario.ca/drinkingwater.

Ces rapports révèlent que l'eau potable de l'Ontario est toujours de haute qualité et qu'elle est demeure bien protégée. Cette affirmation est d'ailleurs soutenue par les résultats provenant des inspections et des analyses de la qualité de l'eau. Le Ministère et ses partenaires collaborent à la protection de l'eau potable de la province et leur engagement en cette matière reste entièrement présent.

Dès cette année, les ensembles de données portant sur l'eau potable utilisés pour le Rapport annuel 2014-2015 de l'inspectrice en chef de l'eau potable seront aussi publiés dans le Catalogue des données publiques lorsque le rapport sera publié.

L'amélioration de l'accès public aux données portant sur l'eau potable soutient la Directive sur les données ouvertes de l'Ontario qui rend les données du gouvernement accessibles au public par défaut. Cette directive fait en sorte que les ministères du gouvernement ontarien et les organismes provinciaux sont tenus de publier leurs données, sauf dans les cas où elles sont de nature légale, privée, confidentielle ou sont sensibles pour des raisons commerciales ou de sécurité. La publication des données portant sur l'eau potable est appelée à devenir une pratique courante pour notre ministère.

À l'avenir, la plupart des ensembles de données seront mises à jour sur une base trimestrielle et l'information sera donc offerte plusieurs fois par année.

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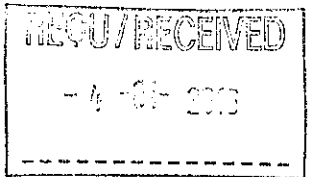
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**NOTICE OF ADOPTION OF AMENDMENT NO.27
TO THE MUNICIPALITY OF GREY HIGHLANDS OFFICIAL PLAN**

"General Amendment
to the Municipality of Grey Highlands Official Plan
as a result of the five year review"

TAKE NOTICE that the Council of the Corporation of the Municipality of Grey Highlands enacted By-law No. 2015-88 which adopted Official Plan Amendment No. 27 in accordance with the provisions of Section 17(22) of the *Planning Act*, R.S.O. 1990, c. P. 13 on December 14, 2015. The Official Plan Amendment is being forwarded to the County of Grey for approval.

The purpose of the Official Plan Amendment is to update the Municipalities' Official Plan in consideration of the Provincial Policy Statement 2014, the changes in the Planning Act, as well as alter the mapping within the Official Plan. Textual changes are being introduced to focus growth within settlement areas, support rural economies; and to provide for the continued protection of good agricultural land and areas of significant or sensitive resources.

The proposed Official Plan Amendment will generally affect all lands within the Municipality of Grey Highlands and as such a key map is not provided.

A copy of the proposed Official Plan Amendment and supporting materials are available for inspection in the Municipality of Grey Highlands Municipal Office during regular office hours at 206 Toronto Street South, Markdale, Ontario, N0C 1H0. Additional information may be obtained by calling 519-986-2811. Documents are also available for viewing on the Municipal website at www.greyhighlands.ca.

OFFICIAL PLAN AMENDMENT:

Take Notice that any person or public body will be entitled to receive notice of the decision of the approval authority if a written request to be notified of the decision (including the person's or public body's address) is made to the approval authority, being the County of Grey Planning and Development Department, 595 – 9th Avenue East, Owen Sound, Ontario N4K 3E3.

DATED AT THE MUNICIPALITY OF GREY HIGHLANDS, This 24th day of December, 2015.

Debbie Robertson, Clerk
Municipality of Grey Highlands
206 Toronto Street South
Markdale, Ontario, N0C 1H0
Phone (519) 986-2811, Fax (519) 986-3643

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JAN 14 2016



Nottawasaga Valley
Conservation Authority

MEDIA RELEASE

FOR IMMEDIATE RELEASE

Making a great river better: Pine River front-and-centre at community meeting January 13

Utopia, Ontario (January 4, 2016) – The community is invited to a meeting on January 13 in Adjala-Tosorontio to learn about enhancements planned for the Pine River in 2016.

The Pine runs from the top of the Niagara Escarpment in Mulmur Township to join with the Nottawasaga River in Angus. From there, the Nottawasaga runs through the Minesing Wetlands before it spills into Georgian Bay.

Each fall, adult salmon and trout travel from the lake to the Pine to spawn.



"The Pine River is home to one of the largest spawning populations of chinook salmon and rainbow trout in all of Georgian Bay," said Fred Dobbs, manager of stewardship services with the Nottawasaga Valley Conservation Authority.

"It's a great river for cold-water fish habitat, but we can take steps to make it even better," added Mr. Dobbs.

NVCA, Township of Adjala-Tosorontio and Greenland Consulting Engineers are partnering on a new project – the Pine River Fisheries Enhancement Program.

The program began this past fall with NVCA staff assessing the current health of the river. Private landowners provided NVCA staff with access to monitor water quality and examine benthic invertebrates – the tiny 'bugs' that make their home on the bottom of the river. Staff also surveyed the numbers and kinds of fish in the river.

This work will continue in 2016, with staff monitoring at additional properties along the river. The assessment results will be used to identify where river enhancement projects will be of most value.

Projects will likely include planting stream-side trees and shrubs, stabilizing the river bank to reduce erosion, building salmon and trout cover habitats and installing fencing to keep livestock out of the river. All of these projects will enhance fish habitat and improve water quality on the Pine.

Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia, ON L0M 1T0
T: 705-424-1479 F: 705-424-2115
admin@nvca.on.ca • nvca.on.ca

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The work is made possible by a grant from Environment Canada's Lake Simcoe/South-eastern Georgian Bay Clean-Up Fund.

NVCA is looking for additional landowners along the river to help with this project.

"We need landowners along the Pine to give us permission to occasionally access the river for our monitoring and assessment," said Mr. Dobbs. "It seems like a small thing, but having the ability to collect information all along the river will give us the best data for making decisions about our river enhancement projects."

"We'd also like to hear from landowners that might be interested in having river enhancement projects done on their property," added Mr. Dobbs.

The community meeting about the Pine River plan takes place Wednesday, January 13, from 7:00 to 9:00 p.m. at the Township of Adjala-Tosorontio municipal offices.

To learn more about the community meeting or the Pine River Fisheries Enhancement Program, contact Wil Brunner, NVCA stream habitat restoration biologist, at 705-424-1479 ext. 243 or wbrunner@nvca.on.ca.

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

Photo: Pine River near County Road 13, north of Everett, ON.

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

Denise Holmes

From: Hardeman, Ernie <ernie.hardeman@pc.ola.org>
Sent: Wednesday, January 06, 2016 1:47 PM
To: 'dholmes@melancthontownship.ca'
Subject: PC Caucus reception and meetings at ROMA/OGRA

We are looking forward to speaking with municipal leaders at the ROMA/OGRA conference next month.

I want to invite you to join us at the PC Caucus reception on Monday February 22 at 6:30 PM in the Upper Canada ballroom, 18th floor, Royal York. Our theme this year is "The Road Forward" in anticipation of our policy development process launching in March. We are committed to working with people and communities across Ontario to develop policies that will make our province better.

We hope that you will be part of this policy process with us. We want to start by recognizing the contributions and uniqueness of communities at our "The Road Forward" reception. We invite you to be part of that effort by sending a photo of your council or head of council with a local landmark, major employer or municipal sign and we will display them at the reception.

If you would like to arrange a formal delegation with the PC Caucus during the conference, please contact me at ernie.hardeman@pc.ola.org or by fax at (416) 325-1259 and, if possible, please include the issues you would like to discuss and your preferred date(s) for the meeting.

I hope to see you at the conference and, as always if I can be of assistance in the meantime please feel free to contact me.

All the best for the new year.

Ernie Hardeman, MPP Oxford
PC Critic for Municipal Affairs and Housing

ernie.hardeman@pc.ola.org
Phone: 416-325-1239
Fax: 416-325-1259

Update for Caucus
ROMA/OGRA conference

I wanted to provide dates for the Rural Ontario Municipal Association/Ontario Good Roads Association conference (ROMA/OGRA). The conference will be taking place at the Royal York Hotel from Sunday February 21-Wednesday February 24.

As in previous years the leader will be speaking and we will be holding delegations with municipalities on the Monday and Tuesday of the conference. If any of your municipalities would like to meet please send the request to my Queen's Park office.

We will also be holding a reception on the evening of Monday February 22 in the Upper Canada Room. We are waiting for confirmation on the conference schedule but the reception will likely be 7:00-9:00 PM.

We are planning a different approach for the reception this year. We want to demonstrate our commitment to respecting and working with local councils, particularly as we start our policy process.

When we send out the invitation for the reception in January we will be inviting municipalities to send a photo of the mayor or council with a local landmark, municipal sign or major employer. We will have the photos as part of the display at the reception, along with photos of the Leader with different mayors and landmarks from his travels around Ontario.

We would be happy to include a photo of you with your local mayor or council if you would like to arrange one or have one that you can send us. Please send photos to ernie.hardeman@pc.ola.org.

We will be in touch with more details closer to the conference. In the meantime if you have any questions please contact me at 416-325-1239 or ernie.hardeman@pc.ola.org.

Ernie Hardeman, MPP Oxford
PC Critic for Municipal Affairs and Housing

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The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Hwy. 10, Melancthon, Ontario, L9V 2E6

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Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

CORPORATION OF THE TOWNSHIP OF MELANCTHON

MEMORANDUM

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO/CLERK

SUBJECT: Authorization/Consent from Melancthon Township regarding the Placement of Large Quantities of Fill on the East Part of Lot 29, Concession 3 OS with regards to the construction of a Single Family Dwelling as per NVCA Procedural Guideline

DATE: January 7, 2016

Background

On November 19, 2015, an Application to Permit for the construction of a single family dwelling on the East Part of Lot 29, Concession 3 OS was presented and approved for Mr. and Mrs. Saul. One of the conditions of its approval was that Nottawasaga Valley Conservation Authority approval was required.

On December 22, 2015, I received the attached email from Jeff Anderson, Regulations Technician advising that authorization was required from Melancthon Township due to the amount of fill that was to be imported on the property (see email attached). This is the first application that Melancthon has had dealing with the amount of fill and I have attached the NVCA's Procedural Guideline for Placement of Large Quantities of Fill.

There appears to be some discrepancies in the number of trucks delivering the material, and I have spoken with Trevor Ritchie from West Grey Excavating and he assures me that there will be 95 loads – 30 for the septic bed and 65 loads of B gravel for the driveway and house. Where the discrepancy lies is with regards to the type of truck that will be delivering the material – tandem vs. tri-axle.

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ACT 1

JAN 14 2016

The guideline says that it is the responsibility of the authorized agent/owner to provide written authorization/consent from the respective municipality pertaining to:

- Official Plan and Zoning
- Condition of municipal roadways and site entrance (***Note: entrance permit already approved***)
- haul route from fill removal location to proposed fill site location
- mud mat, dust control schematics form fill site and removal location
- noise
- timing

The fill is to be delivered within the next couple weeks and before half load season. Craig Micks, Road Superintendent, has a preferred haul route for the delivery of material being County Road 124 to 30th Sideroad to 3rd Line OS.

As for noise, they must comply with Township Noise By-law 31-2002.

Respectively submitted,

Denise B. Holmes, AMCT
CAO/Clerk

Denise Holmes

From: Jeff Andersen <jandersen@nvca.on.ca>
Sent: Tuesday, December 22, 2015 2:56 PM
To: Denise Holmes
Cc: Chris Hibberd
Subject: Saul/Hunter Site at Lot 29, Concession 3
Attachments: Procedural Guideline for the Placement of Large Quantities of Fill.pdf

Denise;

It was good speaking with you today. As the proponent is importing more than 250m³, the "NVCA Procedural Guideline for the Placement of Large Quantities of Fill" (attached) comes into play. To my knowledge, such a large amount of fill has not been proposed (regarding an NVCA permit file) in Melancthon as yet.

The proponent intends to import 1,457 m³ of clean pit run fill onto the property. This would translate to approximately 146 truckloads at 10 m³/load. Thus, as per the guideline, NVCA is ensuring that our partner Townships are aware of such an operation and comment on things like: noise; mud mats; haul routes and traffic control, etc.

If you have any questions regarding the guideline, I am available up to noon on December 24, 2015, and, of course, in the new year.

All the Best to You and Yours this Season.

JJA

Jeff J. Andersen | Regulations Technician

Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia, ON L0M 1T0
T 705-424-1479 ext. 238 | F 705-424-2115
jandersen@nvca.on.ca nvca.on.ca

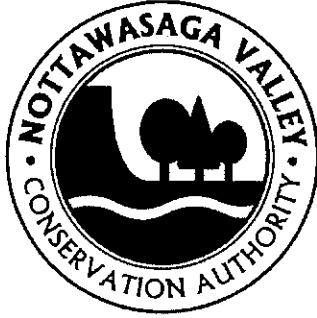
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Nottawasaga Valley Conservation Authority

PROCEDURAL GUIDELINE FOR THE PLACEMENT OF LARGE QUANTITIES OF FILL

Effective: October 28, 2011

Nottawasaga Valley Conservation Authority
8195 8th Line, Utopia, ON, L0M 1T0
705-424-1479 www.nvca.on.ca

Procedures for Receiving & Processing Applications to Place Large Quantities of Fill

This procedural guideline only applies to those lands that are situated within the regulatory jurisdiction of the Nottawasaga Valley Conservation Authority, as specified within the *Conservation Authorities Act* and Ontario Regulation 172/06 (Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses).

- **Large fill sites are classified by the Authority as those sites that involve the importation of 250 cubic metres of fill or more. Smaller quantities of fill may be considered “large fill sites” subject to Municipal input and approval of the NVCA Director of Planning and the CAO/Secretary-Treasurer.**

General Restrictions

In general, large fill sites should be directed away from areas subject to Nottawasaga Valley Conservation Authority Ontario Regulation 172/06.

Furthermore, to ensure the protection of environmentally significant areas including landforms, and to maintain the function of natural hazard lands, in general large fill sites are prohibited in:

- Watercourses;
- Wetlands;
- Adjacent lands where fill may cause impacts (e.g. those lands within close proximity to wetlands);
- Areas of Natural and Scientific Interests (ANSIs);
- Hazard lands associated with flooding, erosion, steep slopes;
- Key natural heritage features such as significant valley lands;
- Dynamic beaches; and
- Natural Core Area and Landform Conservation Areas 1 and 2 as defined by the Oak Ridges Moraine Conservation Plan.

Application/Permit Requirements

1. Upon receipt of an application submitted under Ontario Regulation 172/06 for development activities associated with the placement of large quantities of fill, Authority staff will require a complete application which includes the submission of all necessary supporting documentation. Supporting documentation will include:
 - An NVCA permit application, which may be submitted by an authorized agent acting on behalf of the property owner provided that the authorized agent has been granted permission in writing by the property owner (copy of permission shall be provided with application). The permit will not be issued until it is signed (both pages) by the registered property owner(s) and/or principal of the numbered company;
 - Four copies of a plan of survey prepared by a certified Ontario Land Surveyor (OLS) or qualified professional showing the subject property

and the specific location(s) of the subject property where development activities are being proposed. The certified plan shall show a minimum of the following:

- a) Key map;
 - b) Confirmation that it is drawn to scale;
 - c) Location of the subject property including property lines, north arrow and nearest roadways/intersections;
 - d) Location, dimensions and use of existing buildings or structures;
 - e) Location, dimensions and use of proposed buildings or structures;
 - f) Existing topography;
 - g) Elevations and proposed elevations (pre- and post-fill elevations) within and adjacent to the area where development (fill) is being proposed at 0.5 metre contour intervals using a geodetic datum;
 - h) The plan must show the subject property and each fill envelope being proposed;
 - i) Multiple cross sections, to the satisfaction of NVCA engineering staff, through each fill area;
 - j) Drainage patterns pre- and post-development that verifies the fill will not alter drainage patterns and volumes in such a way as to have an adverse effect on downstream or upstream properties;
 - k) Total fill quantity indicated in cubic metres;
 - l) A specified limit on the depth of fill material is indicated;
 - m) Location and dimensions of all temporary stockpiles;
 - n) Location and dimensions of all staging areas and access routes;
 - o) Start and finish dates of project including sequencing and re-vegetation;
 - p) Location of natural and environmentally sensitive features that may include, but not be limited to the following: floodplain, watercourses (e.g. ditches, streams, rivers, lakes), wetlands, valleys/valley walls, hydrogeologically sensitive features (e.g. springs, seeps, etc), top of bank or stable slope line (whichever is greater) and the required setbacks to these features;
 - q) Other known site features and structures such as access roads, culverts, utilities, poles, pavement, curbs; and
 - r) The Regulatory limit as prescribed by Ontario Regulation 172/06.
- Sediment and erosion control plan;
 - A restoration plan including details for site stabilization measures such as topsoil, seed, sod, hydroseed and associated timing, etc.;
 - Hydraulic Analysis (for those areas frequently flooded);
 - A soil report prepared by a qualified environmental/geotechnical engineer and/or Professional Geoscientist for each location where fill is being imported from. The report(s) must show that the control of pollution and conservation of land will not be adversely affected by the fill. The soil report(s) shall consist of a minimum of the following:
 - a) Municipal address of the site(s) of soil origin;

- b) A description of the origin(s) of the fill and its history, past and present uses of the land including any processes involved in the generation of the fill and a completed questionnaire to identify if there are any potential concerns with fill quality and possible contamination;
- c) Verification that the fill material is inert, based on distributed samples across the site with a focus in areas of highest risk. A detailed description of the sampling procedure and rationale shall be provided; and
- d) Verification that the fill material is in conformity with the pertinent Ministry of Environment guidelines.

Upon receipt of the soils report, the Authority reserves the right to retain a qualified peer consultant, at the applicant's expense, to review the report to determine if it satisfactorily ensures that the fill material is inert, meeting the MOE soil quality requirements.

Inert is defined as: meeting either Table 1 or Table 2 Site Conditions Standards referenced in the *Environmental Protection Act*.

- Where site specific conditions/concerns are warranted (e.g. areas within close proximity to the floodplain, erosion hazards or other areas of key natural heritage and hydrologic feature(s)), the Authority may require that an environmental impact study (EIS) and/or hydrological study be completed verifying that the proposed fill will not have an adverse impact on natural resources and will not create or worsen natural hazards. The study shall assess potential impacts and provide recommendations on the appropriateness of placing fill on the subject lands and any setbacks and/or mitigation measures to the satisfaction of the NVCA. Once an application is submitted by the authorized agent/owner, the Authority will review the proposal and, if deemed necessary, a Terms of Reference will be provided outlining the requirements of the study. It will be the responsibility of the authorized agent/owner to pay for and complete the EIS. Site specific issues may include, but not be limited to, proximity to or presence of one or more of the following:

- a) Hydrogeologically sensitive features (e.g. significant discharge areas, springs, seeps);
- b) Significant groundwater recharge areas, or highly vulnerable aquifers;
- c) High water table;
- d) Environmentally sensitive features;
- e) Natural heritage features.

The Authority may require additional studies and reports as deemed necessary to ensure that the proposed fill site will not result in an adverse impact on the control of flooding, erosion, dynamic beaches, pollution or the conservation of land. The NVCA may also require a final grade survey or inspection report from a qualified professional be completed. It will be the responsibility of the authorized agent/owner to pay for and complete this survey and/or report. Where an external

consultant is required to provide peer review for these studies, the applicant will be responsible for this cost.

- ~~It is the responsibility of the authorized agent/owner to provide written authorization/consent from the respective municipality in which the proposed fill site is located regarding their approval of the large fill site, prior to permit issuance. Municipal partner agencies may be concerned with one or more of the following:~~
 - a) Oak Ridges Moraine Conservation Plan, Greenbelt Plan, Official Plan and zoning;
 - b) ~~Condition of municipal roadways and site entrance;~~
 - c) Haul route from fill removal location to proposed fill site location;
 - d) Mud mat, dust control schematics from fill site and removal location;
 - e) Noise;
 - f) Timing.

Where fill is being imported from one municipality to another, it will be the responsibility of the authorized agent/owner to provide written authorization/consent from both municipalities.

2. Where proposed fill site locations are subject to Conservation Authority Ontario Regulation 172/06 and municipal fill bylaws under the *Municipal Act*, the proponents' authorized agent/owner shall prepare comprehensive and integrated plans/reports for both the NVCA and the municipality. In addition to NVCA and municipal approvals, the subject property may fall within the jurisdiction of the Niagara Escarpment Commission (NEC). In such cases, the approval of the NEC is required prior to the issuance of the NVCA permit or municipal approvals.
3. To avoid spring freshet, runoff, erosion and sedimentation, written permission from the Authority approving a large fill operation will be granted for 1 year but will only be valid from May 1st to November 30th. Only one active NVCA permit for fill placement per municipal address can exist at any one time.
4. That the permit holder/agent is required to maintain a daily summary log for loads shipped to the site, including:
 - Date;
 - Daily total # of trucks entering the site;
 - The location from where the fill was loaded into each truck.

These records are to be retained and made available to NVCA staff on a monthly basis.

5. That the site be gated and signs be posted prohibiting access to unauthorized personnel/trucks.
6. Once a permit has expired, a new application for development can be submitted on sites where fill has previously been approved and placed. The

new application will be subject to the requirements and stipulations of this procedural guideline. NVCA acknowledges the cumulative impact of filling. NVCA staff will take into account previous filling activities on the site. The fee will be attributed to the total cumulative amount of filling on the site.

7. Following the issuance of a permit from the Authority, NVCA regulations staff will conduct routine site inspections of the large fill sites in order to ensure compliance with permit conditions. It will be the responsibility of the authorized agent/owner to ensure that a final inspection with Authority staff is coordinated. A final site inspection and review of the permit conditions shall be completed prior to the expiration date on the permit.
8. Any application to place large quantities of fill must be accompanied by the applicable fees as shown on the Planning and Development Fee Policy, as approved by the NVCA Board of Directors.

Site Design Guidelines

1. No fill shall be placed on native topsoil. Fill areas shall be stripped of topsoil to be stockpiled at locations noted on the site plan. This stripped top soil is to be placed back on the site to facilitate revegetation.
2. All stockpiles shall be located at the furthest distance possible from any natural feature including floodplain, watercourses, wetlands, top of bank or stable slope line.
3. Stockpiles that will remain in place for more than 30 days shall be stabilized by vegetative cover, erosion mats or other means. Stockpiles that will be in existence for less than 30 days shall be controlled by heavy duty sediment fence installed around the perimeter of the pile.
4. All disturbed ground left inactive for more than 30 days shall be stabilized by seeding, covering or equivalent control measures.
5. All natural areas shall be protected from sediment deposits using appropriate control measures.
6. Runoff from adjacent areas passing through the site shall be diverted around disturbed areas. This does not include natural watercourse diversions.
7. Fill should be identified as clean and inert as per Ministry of Environment Guidelines and be appropriate for the prescribed and future land use.
8. Preferred haul routes should be indicated on the plan.

General Permit Conditions

1. That all sediment and erosion controls will be in place prior to placement of fill.
2. That the sediment and erosion controls will be monitored and repaired as necessary and/or improved as per direction of Authority Staff.
3. That the fill operation will be completed in adherence with the approved plans submitted in support of the application.
4. That a post-development plan (as built) will be prepared by a certified Ontario Land Surveyor.
5. That a report from a qualified professional be provided confirming the total volume placed at completion of the works and final grades. This will be completed prior to the expiry of the permit and provided to the Authority.

6. That testing of the fill and/or surface water and/or groundwater occurs to ensure the material is in accordance with Ministry of the Environment guidelines and that these records be provided to NVCA staff.
7. Once the final as-built survey is received and quantities verified, if the final total quantity exceeds the permitted volume, a decision will be made as to whether this additional volume has had or potentially will have any potential adverse impacts. If it is deemed that the additional volume has not or will not have any adverse impacts the applicant/owner will be notified and appropriate fees adjustment will be required before the permit is deemed complete. If it is deemed that the additional volume has or could have an adverse impact, a violation and/or charges may be imposed and NVCA will require that some or all of the excess fill be removed.

Fee Schedule - Fill Placement

The fee schedule has been developed in an effort to ensure the cost recovery of Authority staff time and resources for these applications given the comprehensive review and monitoring that is required. The fee structure is as follows:

<u>Volume of fill (m³)</u>	<u>Fee (\$)</u>
250 m ³ – 1000 m ³	\$500 PLUS 80 cents per m ³
1000 m ³ or greater	\$1500 PLUS 80 cents per m ³

NOTE: Fees do not include the costs associated with any special studies or plans and external peer review that may be required to complete the review of conditions associated with the permit. All costs are the responsibility of the owner/applicant.

An application will not be deemed complete until all information has been submitted in support of the application. If information is missing from the application submission, it will be the responsibility of the authorized agent/owner to ensure that the information is provided.



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Hwy. 10, Melancthon, ON, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

REPORT TO COUNCIL

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO/CLERK

DATE: JANUARY 7, 2016

SUBJECT: 2016 COUNCIL MEETING SCHEDULE

RECOMMENDATION

Be it resolved that Council confirm the 2016 Council meeting dates on the "Melancthon Council Meeting Schedule - 2016". And be it further resolved, that Council can always add additional Committee of the Whole, special, public and/or emergency meetings during the year as required.

PURPOSE

The purpose of this Report is to confirm the Council meeting dates for 2016.

BACKGROUND AND DISCUSSION

The Township's Procedural By-law No. 16-2015, Section 5 states that *"During the regular Council meeting in January, Council will review and confirm the next year's tentative meeting dates"*. The By-law was passed in April 2015 and therefore, Council did not confirm the 2016 Council meeting dates last year.

All regular Council meetings are scheduled for the first and third Thursdays of the month commencing at 5:00 p.m. and as such, these dates are outlined on the 2016 Council Meeting Schedule with the exception of the month of August. Historically, Council has only held one meeting for the month of August and this meeting has typically been held on the third Thursday of the month. For 2016, it is recommended that Council only hold one meeting in August but that it be held the 2nd Thursday of the month being August 11th. By holding the meeting on the 11th there would be two weeks in between from the last meeting in July and two weeks in between before the meeting in September.

...2

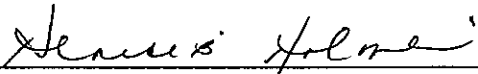
Act 2 JAN 14 2016

The Township's Procedural By-law also allows Council to make changes to the meeting schedule through a resolution of Council by majority vote.

FINANCIAL

There is no direct budget impact as Council meetings are included in each Council member's annual remuneration.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Denise Holmes", is written over a horizontal line.

Denise B. Holmes, AMCT, CAO/Clerk



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MELANCTHON COUNCIL MEETING SCHEDULE - 2016

January 14th

February 4th and 18th

March 3rd and 17th

April 7th and 21st

May 5th and 19th

June 2nd and 16th

July 7th and 21st

August 11th

September 1st and 15th

October 6th and 20th

November 3rd and 17th

December 1st and 15th



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REPORT TO COUNCIL

TO: MAYOR WHITE AND MEMBERS OF COUNCIL

FROM: DENISE HOLMES, CAO/CLERK

DATE: JANUARY 7, 2016

SUBJECT: 2017 COUNCIL MEETING SCHEDULE

RECOMMENDATION

Be it resolved that Council confirm the 2017 Council meeting dates on the "Melancthon Council Meeting Schedule - 2017". And be it further resolved, that Council can always add additional Committee of the Whole, special, public and/or emergency meetings during the year as required.

PURPOSE

The purpose of this Report is to confirm the Council meeting dates for 2017.

BACKGROUND AND DISCUSSION

As per the Township's Procedural By-law No. 16-2015, Section 5 states that "*During the regular Council meeting in January, Council will review and confirm the next year's tentative meeting dates*". It is appropriate to confirm the meeting dates well in advance so that all members are aware of them to avoid conflicts.

All regular Council meetings are scheduled for the first and third Thursdays of the month commencing at 5:00 p.m. and as such, these dates are outlined on the 2017 Council Meeting Schedule with the exception of January and August. Historically, Council has only held one meeting for the month of January due to the Christmas Holiday Office Closure and one meeting in August, due to holidays, etc. The meeting in January has typically been held the second Thursday of the month and the meeting in August has been typically been held on the third Thursday of the month. I recommend that this carry through for 2017 and the meeting in January be held January 12th and the meeting in August be held on August 17th.

...2

ACT 3

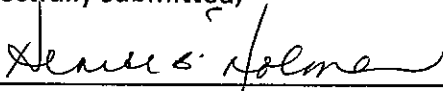
JAN 14 2016

The Township's Procedural By-law also allows Council to make changes to the meeting schedule through a resolution of Council by majority vote.

FINANCIAL

There is no direct budget impact as Council meetings are included in each Council member's annual remuneration.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Denise B. Holmes", is written over a horizontal line.

Denise B. Holmes, AMCT, CAO/Clerk



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MELANCTHON COUNCIL MEETING SCHEDULE - 2017

January 12th

February 2nd and 16th

March 2nd and 16th

April 6th and 20th

May 4th and 18th

June 1st and 20th

July 6th and 20th

August 17th

September 7th and 21st

October 5th and 19th

November 2nd and 16th

December 7th and 21st

REQD/RECEIVED

- 7 - 12 - 2015

NOTIFICATION FOR MAINTENANCE AND REPAIR

SECTION 79, THE DRAINAGE ACT, 1990

Date:

Dec 7/15

The Mayor and Council,

Township of

Melancthon

The undersigned, being owner(s) of the lands assessed on the
COUTTS DRAINAGE 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

277

ISW

Denise Holmes

From: Hamblin, Stephen (OMAFRA) <Stephen.Hamblin@ontario.ca>
Sent: Wednesday, December 23, 2015 3:58 PM
To: Wendy Atkinson
Cc: dholmes@melancthontownship.ca
Subject: RE: OCIF AC2-0168 ONTARIO COMMUNITY INFRASTRUCTURE FUND - EXPRESSION OF INTEREST
Attachments: OCIF Fiscal Screen_Melancthon Tp.pdf

Good afternoon Wendy,

Attached please find the economic conditions and fiscal situation summary for the Township of Melancthon. As mentioned in the letter you received, it was a highly competitive intake and the demand greatly exceed funding available.

Let me know if you have any questions.

Thank you,

STEPHEN HAMBLIN

Project Analyst
Rural Programs Branch
Ministry of Agriculture, Food and Rural Affairs

From: Wendy Atkinson [<mailto:watkinson@melancthontownship.ca>]
Sent: Wednesday, December 23, 2015 9:42 AM
To: OCIF (OMAFRA)
Cc: dholmes@melancthontownship.ca
Subject: RE: OCIF AC2-0168 ONTARIO COMMUNITY INFRASTRUCTURE FUND - EXPRESSION OF INTEREST

Good Morning:

Further to being advised that our project proposal was not selected to move forward, could we please see our score sheet to see where we did and didn't do well in the evaluation process?

Thank you.

Wendy Atkinson



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.

Total Control Panel

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To: dholmes@melancthontownship.ca

Message Score: 1

High (60): Pass

Melancthon Tp

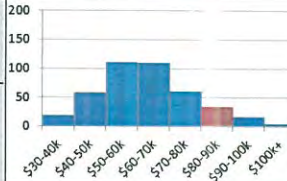
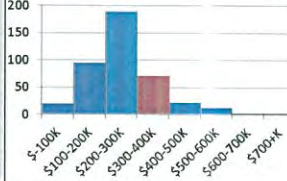
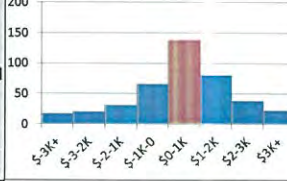
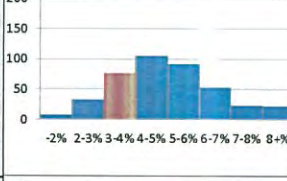
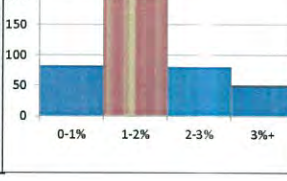
MUNID: 22019

Tier: LT

Region: Central

Ontario Community Infrastructure Fund Fiscal Screen Summary

With the exception of the bonus, the respective municipality's score indicated below is assigned based on their distance from the median of all eligible municipalities. Therefore, the municipality at the median is awarded five points, the municipality at the maximum is awarded ten points and the municipality at the minimum is awarded zero points. All of the other municipality's scores are based on where they fall in this range for the respective indicator. The bonus methodology is outlined in the description below.

Indicator	Description	Melancthon Tp	Median of all Eligible Municipalities	Melancthon Tp Score	Maximum Available Score	Data Source	Distribution of Municipalities Melancthon Tp
Median Household Income (\$) ^{1,3}	Higher scores are given to municipalities with lower median household income. Its use as an indicator reflects the economic conditions of the municipality from the perspective of their household's capacity to contribute to the tax base.	83,000	62,000	3	10	Statistics Canada - 2011 Census	
Weighted Assessment per Household (\$) ^{1,3}	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property divided by the total number of households. This measure captures the value of the tax base of a municipality, from which the property tax rate is derived, and reflects the capacity of the municipality to raise revenue. Higher points are awarded to municipalities who have lower weighted assessments per household, as it indicates more challenging circumstances.	358,000	252,000	3	10	Municipal Property Assessment Corporation	
Net Financial Assets per Household (\$) ^{2,3}	Denotes the difference between total financial assets and total liabilities divided by the total number of households in the municipality. This measures the burden of a municipality's overall financial position on each household. More points are awarded to municipalities who have a lower financial position per household.	800	500	5	10	Financial Information Return /Municipal Property Assessment Corporation	
Property Taxes, User Fees and Service Charges per Household as a % of Median Household Income ^{2,3}	Captures the extent which municipalities are capitalizing from their residential households. Municipalities are awarded a higher score if the percentage is higher, as it implies those municipalities are capitalizing to a greater extent from their tax base to raise revenues. The municipalities with a higher percentage may also have more limited ability to raise taxes/rates to pay for projects.	3%	5%	3	10	Financial Information Return/ Statistics Canada	
Bonus: Total Additions and Betterments as % of Annual Amortization ^{2,3}	Ratio measuring the degree which municipalities are investing in their infrastructure assets to keep up with depreciation. Higher scores are awarded to municipalities with a higher percentage. E.g. A municipality which spends \$2.50 on additions and betterments for every \$1.00 they expense in annual amortization will be awarded 2.5 bonus points to a maximum of 3 points.	140%	160%	1	3	Financial Information Return	

1. Used as primary indicators for the Ontario Municipal Partnership Fund's Northern and Rural Municipal Fiscal Circumstances Index

2. Indicators are averaged over most recent five year period (2010 - 2014)

3. Values, scores and rank are rounded. Individual scores may not add up to total score as a result

Total Score ³ :	16
Rank ² :	380

Denise Holmes

From: Nicole Hill <nhillsecretary@gmail.com>
Sent: Monday, January 04, 2016 8:52 PM
To: Jennifer Willoughby; jtelfer@shelburne.ca; dholmes@melancthontownship.ca; thorner@mulmurtownship.ca; suestone@amaranth-eastgary.ca; Keith Mcnenly; mono@townofmono.com
Cc: hfooster@amaranth.ca; glittle@amaranth-eastgary.ca; Fred Nix; Ken McGhee; Janice Elliott; whannon@melancthontownship.ca; hhayes@mulmurtownship.ca; jhorner@mulmurtownship.ca; Tom Egan; mayor@shelburne.ca; Carey Holmes
Subject: Re: Approved 2016 Fire Board Budget
Attachments: 2016 SDFD Operating Budget FINAL.pdf

Please find attached a revised 2016 Operating budget. Please note that the only changes are to the 2015 budget column so that they match what was approved in the 2015 budget.

Regards,
Nicole Hill

On Mon, Dec 14, 2015 at 9:17 PM, Nicole Hill <nhillsecretary@gmail.com> wrote:
Please find attached the approved 2016 Operational and Capital Budgets for the Fire Board.

Regards,
Nicole Hill

Total Control Panel

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To: dholmes@melancthontownship.ca
From: nhillsecretary@gmail.com

Message Score: 2
My Spam Blocking Level: High

High (60): Pass
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.

SHELBURNE & DISTRICT FIRE BOARD

2016 OPERATING BUDGET

PRESENTED: December 1st, 2015

ACCOUNT NUMBER	ACCOUNT NAME	2015 BUDGET	2015 ACTUAL	2016 BUDGET
EXPENDITURES				
4100-0100	Treasurer	\$ 1,100.00	\$ 1,717.50	\$ 800.00
4100-0300	Secretarial Services	\$ 15,976.00	\$ 14,894.30	\$ 15,106.00
4100-0400	Legal & Audit & HR Services	\$ 8,000.00	\$ 1,777.25	\$ 5,000.00
4100-0500	Mutual Aid Contributions	\$ 450.00	\$ 350.00	\$ 450.00
4100-0600	Material & Supplies	\$ 6,000.00	\$ 7,192.39	\$ 7,500.00
4100-0700	Services & Rentals	\$ 4,500.00	\$ 4,608.44	\$ 4,500.00
	IT Support Dufferin County			\$ 2,400.00
4100-0800	Subscriptions & Memberships	\$ 700.00	\$ 788.04	\$ 700.00
4100-0900	Conventions & Conferences	\$ 5,000.00	\$ 2,957.87	\$ 5,000.00
4100-1000	Licence Renewal	\$ 673.00	\$ 673.00	\$ 673.00
4100-1200	Heath & Safety Expenses	\$ 5,000.00	\$ 7,832.08	\$ 5,000.00
4100-1300	Fire Prevention (& Inspections for 2015)	\$ 6,500.00	\$ 8,755.62	\$ 5,000.00
4100-1500	Training - Courses/Expense	\$ 6,000.00	\$ 4,158.08	\$ 6,000.00
4100-1800	Communication Equipment & Dispatch	\$ 16,000.00	\$ 14,202.44	\$ 16,000.00
4200-0100	Fire Call Wages	\$ 81,600.00	\$ 55,176.07	\$ 81,600.00
4200-0103	Salaries/Standby/Meetings	\$ 141,000.00	\$ 73,364.75	\$ 150,000.00
4200-0105	Thursday Night Practice	\$ 31,500.00	\$ 28,360.00	\$ 31,500.00
4200-0110	Employers Portion - EI	\$ 500.00	\$ 147.08	\$ 3,000.00
4200-0120	Employers Portion - CPP	\$ 7,000.00	\$ 3,721.98	\$ 7,000.00
4200-0150	Mileage & Meals	\$ 400.00	\$ 444.41	\$ 400.00
4200-0200	Benefits (EHT & WSIB) (Manulife)	\$ 10,500.00	\$ 7,338.31	\$ 21,400.00
	OMERS Pension Plan			\$ 12,500.00
4200-0500	Protective Clothing/Uniforms	\$ 14,000.00	\$ 5,865.33	\$ 14,000.00
4200-1000	Truck Operations & Maintenance	\$ 23,500.00	\$ 16,137.63	\$ 24,000.00
4200-1060	Fuel for Trucks	\$ 6,000.00	\$ 3,635.68	\$ 6,000.00
4200-1100	Insurance Premium	\$ 20,500.00	\$ 19,914.83	\$ 21,000.00
4200-1200	Miscellaneous/Recognition Night	\$ 2,200.00		\$ 2,200.00
4200-1300	Utilities (Gas/Hydro/Water/Sewer)	\$ 17,000.00	\$ 17,471.22	\$ 18,000.00
4200-1400	Bell Canada (Dispatch Line)	\$ 900.00	\$ 782.61	\$ 950.00
4200-1500	Bell Canada (Admin Line)	\$ 1,500.00	\$ 1,438.61	\$ 1,600.00
4200-1550	Bell Mobility	\$ 1,800.00	\$ 1,339.36	\$ 2,500.00
4200-1600	Vaccination & Driver Medicals	\$ 400.00	\$ 265.00	\$ 400.00
4200-1700	Bank Service Charges	\$ 660.00	\$ 501.00	\$ 660.00
4200-1750	Ceridian Payroll	\$ 1,400.00	\$ 1,427.22	\$ 2,000.00
4200-1800	New Equipment Acquisition	\$ 14,000.00	\$ 15,931.54	\$ 14,000.00
4200-1900	Tsf Bell Tower Lease to Capital	\$ -		
4200-1980	Building Maintenance	\$ 4,500.00	\$ 2,362.79	\$ 4,500.00
4200-2000	Interest on Temporary Loans	\$ 600.00		\$ 600.00
4200-2100	Fire Hydrants	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
4200-2500	Uncollectible Accounts	\$ -		
	SUBTOTAL EXPENSES	\$ 464,859.00	\$ 333,032.43	\$ 501,439.00
2900-0000	Tsf Surplus to Capital Reserve	\$ 5,405.00		
2900-0000	Tsf Surplus to Operating Reserve	\$ -		\$ -
	TOTAL EXPENDITURES	\$ 470,264.00	\$ 333,032.43	\$ 501,439.00

REVENUES:

3000-0500	Interest on Current Account	\$ 500.00	\$ 323.10	\$ 500.00
3000-0600	Miscellaneous / Inspections	\$ 5,000.00	\$ 7,685.00	\$ 13,000.00
3000-0800	MTO / County MCV Revenue	\$ 10,000.00	\$ 25,245.00	\$ 15,000.00
3000-0900	Insurance / False Alarm Revenue	\$ 10,000.00	\$ 11,240.00	\$ 10,000.00
	Rec'd from Town of Shelburne Re FPO	\$ 33,333.00	\$ 10,417.00	\$ 50,000.00
	Partial Use of Surplus to Offset 2015	\$ 45,500.00		\$ -
	SUBTOTAL REVENUES	\$ 104,333.00	\$ 54,910.10	\$ 88,500.00
2900-0000	Surplus/Deficit from Previous Year	\$ 5,405.00		
	TOTAL REVENUES	\$ 109,738.00	\$ 54,910.10	\$ 88,500.00

TOTAL 2016 OPERATING BUDGET

\$ 360,526.00 \$ 412,939.00

Increase over Previous Year

14.5%

December 21, 2015

The Corporation of the Township of Melancthon
157101 Highway 10
Melancthon, Ontario
L9V 2E6

Attention: Denise B. Holmes, CAO/Clerk

Dear Denise:

Re: Community Development Contribution Payment

As we previously advised you, the renewable energy approval issued to Dufferin Wind Power for its Melancthon project has a nameplate capacity of 91.3 MW. We had originally applied to the Ministry of the Environment for a wind farm with a total nameplate capacity of 99.1 MW but that was not granted.

We are pleased to enclose our cheque payable to the Township of Melancthon in the amount of \$243,637.74 representing the amount payable pursuant to section 69 of the Melancthon-Dufferin Wind Agreement dated July 31, 2013. This amount is calculated based on \$2,666.00 per megawatt per year multiplied by a total nameplate capacity for the project of 91.387 MW.

We understand that the Township's current budget was calculated on the basis of the project having a total nameplate capacity of 99.1 MW rather than 91.387 MW resulting in a 2015 shortfall of \$20,562.86. Dufferin Wind Power recognizes that this puts the Township in a difficult position to meet its budget in 2015. In order to assist the Township, Dufferin Wind Power is prepared to make a one-time community donation payment to assist in meeting the Township's 2015 budget to show our desire to work with the Township and to foster improved relations with the Township.

If this would be acceptable, we will deliver a cheque payable to the Township in the amount of \$20,562.86 on Tuesday December 22, 2015. As noted above, this is a one-time gratuitous community donation payment on our part. Moving forward, we trust that you will budget for the annual payment due under section 69 of the Melancthon-Dufferin Wind Agreement in the correct amount for 2016 and future years.

We would also like to wish you and your family's a very Happy Holiday Season and Prosperous New Year.

Yours truly,

DUFFERIN WIND POWER INC.

Per: Dan Bernhard

cc: Don Roger, Torys LLP

DWP 1 -

JAN 14 2016

63. Notwithstanding the foregoing and prior to any decommissioning of the Development by the Municipality, the Municipality shall first provide the Developer with written notice which shall provide the Developer with not less than:
 - (a) thirty (30) days to cure the failure by the Developer to pay to the Municipality the Community Development Contribution payment; and
 - (b) one hundred and eighty days (180) following receipt of such written notice to cure the failure to operate or generate electricity from the Development, or such longer period as is reasonable in the circumstances as determined by the Municipality provided that the Developer is proceeding diligently to remedy its failure to operate or generate electricity from the Development or decommission the Development.
64. Entire or partial abandonment of the Distribution Infrastructure shall be in accordance with good engineering practice and applicable standards in force at the time of abandonment. Abandonment shall be at the Developer's sole cost.
65. In addition to the preceding provisions, upon prior written notification to the Municipality, the Developer may decommission the Development or any parts thereof.
66. For greater certainty, nothing in this Agreement obliges the Municipality to decommission the Development.
67. This part shall survive the expiration or earlier termination of this Agreement.

COMMUNITY DEVELOPMENT CONTRIBUTION PART

68. The Municipality hereby acknowledges receipt of payment by the Developer on July 5, 2013 of the Municipality Development Charges pursuant to the Municipality's By-law No. 22-2009 in the amount of \$101,264.38. In addition, the Developer will be responsible to pay the Municipality the required permit fees for, *inter alia*, the entrance permits required by the Developer as part of the Development.
69. Within thirty (30) days of the first anniversary of the Development's commercial operations date ("COD") when electrical power is sold in the electrical grid pursuant to its agreement with the Ontario Power Authority, the Developer shall pay the Municipality the sum of \$2,666.00 per year per wind turbine nameplate capacity in MW. For example, (1) for a wind turbine with a name plate capacity of 1.6MW, the Developer would pay the annual amount of $\$2,666.00 \times 1.6 = \$4,266.00$; (2) for a wind turbine with a name plate capacity of 2.75MW, the Developer would pay the annual amount of $\$2,666.00 \times 2.75 = \$7,333.00$. and thereafter within thirty (30) days of each subsequent anniversary of COD. Following the first anniversary of the COD and upon each subsequent anniversary thereafter,) the Developer shall pay the Municipality the aforesaid sums, increased by two percent (2%), so long as this Agreement is in force. In no event, however, shall these amounts be adjusted below the amounts set out herein.

SCHEDULE A
Facility Description

The Facility shall consist of the construction, installation, operation, use and retiring of the following:

- (a) a total of forty nine (49) wind turbine generators with output capacity of 91.387 megawatts as specified in the Acoustic Assessment Report;
- (b) the forty nine (49) wind turbines are composed of:
- ten (10) GE 2.75-103 wind turbine generators rated at 2.75 megawatts generating output capacity with a total name plate capacity of up to approximately 27.5 megawatts, designated as source ID Nos. T01, T02, T21, T22, T35, T36, T43, T46, T48 and T49, respectively, each with a hub height of 85 metres above grade;
 - five (5) GE 2.565-103 wind turbine generators rated at 2.565 megawatts generating output capacity with a total name plate capacity of up to approximately 12.825 megawatts, designated as source ID Nos. T14, T23, T30, T41 and T44, respectively each with a hub height of 85 metres above grade;
 - three (3) GE 2.47-103 wind turbine generators rated at 2.47 megawatts generating output capacity with a total name plate capacity of up to approximately 7.41 megawatts, designated as source ID Nos. T13, T18 and T47, respectively each with a hub height of 85 metres above grade;
 - five (5) GE 1.6-100 with LNTE wind turbine generators rated at 1.6 megawatts generating output capacity with a total name plate capacity of up to approximately 8.0 megawatts, designated as source ID Nos. T19, T20, T27, T28 and T31, respectively each with a hub height of 80 metres above grade;
 - two (2) GE 1.482-100 with LNTE wind turbine generators rated at 1.482 megawatts generating output capacity with a total name plate capacity of up to approximately 2.964 megawatts, designated as source ID Nos. T15 and T37, respectively each with a hub height of 80 metres above grade;
 - twelve (12) GE 1.388-100 with LNTE wind turbine generator rated at 1.388 megawatts generating output capacity with a total name plate capacity of up to approximately 16.656 megawatts, designated as source ID Nos. T03, T04, T09, T10, T12, T24, T32, T33, T38, T40, T42 and T45, respectively each with a hub height of 80 metres above grade;
 - twelve (12) GE 1.336-100 with LNTE wind turbine generator rated at 1.336 megawatts generating output capacity with a total name plate capacity of up to approximately 16.032 megawatts, designated as source ID Nos. T05-T08, T11, T16, T17, T25, T26, T29, T34 and T39, respectively each with a hub height of 80 metres above grade;

and all sited at the locations shown in Schedule B;

- (c) one (1) transformer substation rated at 110 MVA and sited at the location shown in Schedule B; and
- (d) associated ancillary equipment, systems and technologies including but not limited to one (1) transformer substation, access roads, below and above ground cabling, and below and above ground power lines,

all in accordance with the Application.

January 4, 2016

Mayor White
The Corporation of the Township of Melancthon
157101 Highway 10
Melancthon, Ontario L9V 2E6

Re: Community Donation of Excess Aggregate

Dear Mayor White:

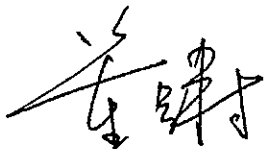
Happy New Year to you and Township staff. We hope your holidays were enjoyable and we look forward to working with you in 2016.

As you know, Dufferin Wind has approximately 10,000 tons of excess aggregate, which is temporarily stored within the Township in an aggregate pit located on Mr. Robert Hiltz's property.

Dufferin Wind is no longer using this aggregate and intends to dispose of it or place it into long term storage. As an alternative, if the aggregate could be useful to the Township, Dufferin Wind would like to donate the aggregate to the Township.

Can you please let me know at your earliest opportunity if the Township would like the aggregate? Our on-site staff is available at your convenience if you would like to inspect the aggregate or if you have any questions. Thank you.

Yours truly,



Zhu Dong, President
Dufferin Wind Power Inc.

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NO. -2016

A By-Law to authorize the borrowing of \$2,284,316.00

WHEREAS the Council of the Corporation of the Township of Melancthon (herein called "the Corporation") deems it necessary to borrow the sum of \$2,284,316.00 to meet, until taxes are collected, the current expenditures of the Corporation for the year 2016.

AND WHEREAS the estimated revenues of the Corporation as set forth in the estimates adopted for the year 2014 and further defined by Subsection 4 of Section 407 of the Municipal Act S.O. 2001, Chapter 25 was \$4,568,632.40

AND WHEREAS the amount that may be borrowed at any one time for the purposes mentioned in Section 407 of the Municipal Act, S.O. 2001, Chapter 25, together with the total of any similar borrowing that have not been repaid, shall not exceed from January 1st to September 30th of the year, 50 per cent of the total, and from October 1st to December 31st, 25 per cent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the year, 2016.

THEREFORE the Council of the Corporation of the Township of Melancthon enacts as follows:

1. The Head and Treasurer are hereby authorized on behalf of the Corporation to borrow from time to time by way of promissory note from the Chartered Banks (herein called "the bank"), a sum or sums to meet, until revenues are collected, the current expenditures of the Corporation for the year, including the amounts required for the purposes mentioned in the said Section 407 and to give on behalf of the Corporation a promissory note or notes sealed with the Corporate Seal and signed by the Head and Treasurer for the monies so borrowed with interest at the prevailing rate from time to time of the Bank. The amount borrowed shall not exceed in aggregate for the period January 1st to September 30th and for the period October 1st to December 31st.
2. All Sums borrowed pursuant to the authority of this By-law as well as all other sums borrowed in this year and in any previous years from the Bank for any or all of the purposes mentioned in the said Section 407 shall, with interest, thereon, be a charge upon the whole or any part or parts of the revenues of the Corporation for the current year or for any preceding years, as and when such revenues are received.
3. The Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed as aforesaid, together with interest thereon, all or any of the monies hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.
4. The Bank shall be entitled to rely as to the authority of any borrowing on a copy of this By-law certified by the Clerk and on financial statements furnished to the Bank from time to time by the Treasurer.
5. This By-law shall remain in full force and be binding on the Corporation as against the Bank until a copy, certified by the Clerk under the Corporate Seal, of a By-law repealing or replacing this By-law, shall have been received by the Bank duly acknowledged by it in writing.

By-Law read a first and second time this 14th day of January, 2016.

By-Law read a third time and passed this 14th day of January, 2016.

.....
MAYOR

.....
CLERK

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON

BY-LAW NUMBER -2016

**BEING A BY-LAW TO PROVIDE FOR THE LEVY AND
COLLECTION OF RATES OR LEVIES REQUIRED FOR THE
TOWNSHIP OF MELANCTHON FOR THE INTERIM LEVY
FOR THE YEAR 2016 AND TO PROVIDE FOR THE MAILING
OF NOTICES DEMANDING PAYMENT OF TAXES FOR THE
INTERIM LEVY FOR THE YEAR 2016**

WHEREAS the Municipal Act, 2001, provides for Interim Tax levies;

NOW THEREFORE the Council of the Corporation of the Township of Melancthon enacts
as follows:

1. THAT the Interim Tax Levy for 2016 on all Property Classes shall be set by levying 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year, including annualized supplementary taxes, and local charges and/or area rates.
2. THAT the taxes shall be payable in two instalments as follows:

February 22, 2016 and May 24, 2016
3. THAT any instalment or any part of any instalment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter (1.25) per cent on the first day of default and on the first day of each calendar month thereafter in which default continues, as set out in the Municipal Act.
4. THAT the Treasurer as the Collector of Taxes for the Township of Melancthon is hereby authorized to mail or cause to be mailed the notice specifying the amount of taxes payable by any person liable for taxes, to the address or place of business of the person or persons to whom such notice is required to be given.
5. THAT the said payment of taxes shall be payable at the office of the Tax Collector of the Township of Melancthon or any other place designated by the said collector.

BY-LAW READ A FIRST AND SECOND TIME THIS 14th DAY OF JANUARY, 2016

BY-LAW READ A THIRD TIME AND PASSED THIS 14th DAY OF JANUARY, 2016

MAYOR

CLERK

CORPORATION OF
THE TOWNSHIP OF MELANCTHON

BY-LAW
Number _____

"BALLINGER DRAINAGE WORKS, MAINTENANCE LEVYING BY-LAW"

A by-law to provide for maintenance and repair
to the Ballinger Drainage Works
and for the borrowing on the credit of
the municipality the amount required for such work

WHEREAS a number of owners, under Section 79 of the Drainage Act, R.S.O. 1990, c. D.17, have notified the Clerk of the Township of Melancthon of the deteriorating conditions of the said drainage works.

AND WHEREAS under the Drainage Act, R.S.O. 1990, c. D. 17 it is the duty of the Township of Melancthon to maintain and repair that part of the drainage works lying within its limits.

AND WHEREAS the Ballinger Drainage Works has been constructed under By-law No. 28 - 71.

AND WHEREAS the Council of the Township of Melancthon, pursuant to the recommendations made by the Township Drainage Superintendent, has ordered certain maintenance and repair work to be performed, under the supervision and to the satisfaction of the Township Drainage Superintendent.

AND WHEREAS the work has now been completed

AND WHEREAS the construction cost of the work is \$ 11,684.60

AND WHEREAS the granted expected is 2,170.66

AND WHEREAS the amount to be raised is 9,513.94

NOW THEREFORE the Council of the Township of Melancthon enacts as follows:

1. The assessment shall be imposed in accordance to Section 74 of the Drainage Act, R.S.O. 1990 c. D.17 and in proportion to the governing By-law No. 28 - 71.
2. The amount of \$9,513.94 necessary to be raised for such work shall be made a cash assessment upon the upstream lands and roads affected, with interest at the rate set for collecting taxes in arrears being added after the date payment is called on the same.
3. This By-law shall be cited as the "Ballinger Drainage Works Maintenance Levying By-law".
4. That this By-law shall come into force and take effect upon passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS _____ DAY OF _____, 2016.

MAYOR

CLERK

AGREEMENT made this ____ day of _____ 2016.

BETWEEN

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE
Hereinafter called "Southgate"

AND

THE CORPORATION OF THE TOWNSHIP OF MELANCTHON
Hereinafter called "Melancthon"

WHEREAS By-laws have been duly enacted by the corporate parties pursuant to the provisions of the Fire Protection and Prevention Act, as amended, to authorize an agreement between the parties; and

AND WHEREAS Southgate operates fire protection services and assets suitable to meet municipal responsibilities required by the Fire Protection and Prevention Act, through a department situated within the Township of Southgate;

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, it is mutually agreed between the parties hereto, as follows;

1. In this agreement,
 "Designate" means a person who in the absence of the fire chief has the same powers and authority as the fire chief.
 "Fire area" means the fire area(s) of Melancthon as described in Schedule "A" attached to and forming part of this agreement,
 "Fire chief" means the chief of the fire department,
 "Fire department" means the "Township of Southgate Fire Department (Dundalk)"
 "Fire protection services" means and includes activities defined in the Fire Protection and Prevention Act, more particularly described as:
 "includes fire suppression, fire prevention, fire safety education, inspections upon request or complaint, auto/farm/industrial accidents and extrications, hazardous material responses on awareness level only, contact and assist OFM on fire investigations, medical assist responses, communications, training of persons involved in the provision of fire protection services and the delivery of all of those services".
2. Southgate will supply, except as hereinafter limited or excluded, fire protection services to Melancthon in the fire area as described in Schedule "A" attached to and forming part of this agreement.
3. Fire apparatus and personnel that will respond to occurrences in the fire area of Melancthon will constitute sufficient apparatus and firefighters to accomplish the specific services identified in the agreement, subject to Section (5) hereunder, and subject also to roads being impassable by reason of snow, water, mud, etc. which would prevent fire apparatus and personnel from reaching the incident.
4. Should the fire chief, or designate, require assistance, or believe assistance may be required, by way of additional personnel, apparatus, or equipment, in addition to that provided by Section (3) above, at an occurrence in the fire area, such assistance shall be summoned under provisions of the fire protection agreement between Southgate and Melancthon. Should the fire chief, or designate, require assistance, or believe assistance may be required, by way of personnel, apparatus or equipment, in addition to that provided by Southgate, the fire chief may invoke the applicable provisions of the Dufferin or Grey County Mutual Aid Plans.

5. Notwithstanding section 3 above, the fire chief, or designate, may refuse to supply the described response to occurrences if such response personnel, apparatus or equipment are required in Southgate or elsewhere, under the provisions of the Dufferin or Grey County Mutual Aid Plan. Similarly, the fire chief or designate may order the return of such apparatus, equipment, or personnel that is responding to or is at the scene of an incident in the fire area. In such cases the fire chief, or designate, may summon assistance in accordance with the provisions of the fire protection or mutual aid agreements referred to in Section (4) above.
6. The fire chief, or designate shall use their best endeavors to prevent answering false alarms, but they shall not be required to unnecessarily delay the fire department when a call has been received to assure them that the call is not a false alarm.
7. The fire chief, or designate, shall have full authority and control over any and all activities in which the fire department may be engaged in the fire area of Melancthon.
8. The fire chief, or designate, shall meet and report to the Melancthon council or a committee of council annually to report all incidents in the fire area to which the fire department has responded in the previous year. Any Melancthon by-law infractions or vehicle accidents will be reported to Melancthon within seven (7) days of the infraction.
9. A map of the fire area clearly indicating the civic addresses of each intersection has been provided. See Schedule "A" attached to and forming part of this agreement. Melancthon agrees to identify all streets and roads in the fire area by having them marked at all intersections. Melancthon agrees to identify all bridges in the fire area as to weight limits and advise of alternate routes for fire apparatus to travel. Bridges identified, as being unable to carry the weight of the fire apparatus, shall be set out in Schedule (A) attached to and forming part of this agreement. Any such bridges, so identified, will either limit or exclude fire protection services where the use of any of these bridges is required by fire apparatus.
10. Melancthon shall be responsible for establishing and notifying in the manner and to the extent deemed necessary, residents and occupants of the fire area, of the procedures for reporting an emergency and of the services provided by the fire department.
11. The Melancthon Township warrants by-law(s) have been enacted authorizing the activities and responsibilities of the fire chief under the Melancthon Township emergency plan, as in Schedule "C" attached to and forming part of this agreement.
12. Melancthon shall take whatever action is appropriate and necessary to have the fire chief appointed as "Chief Fire Official" for the fire area.
13. In consideration of the fire protection services undertaken by the Township in the fire area of Melancthon, Melancthon shall pay fees to the Township as set out in Schedule "B" attached hereto and forming part of this agreement.
14. Notwithstanding anything herein contained, no liability shall attach or accrue to Southgate for failing to supply Melancthon on any occasion, or occasions, any of the fire protection services provided for in this agreement.
15. No liability shall attach or accrue to Melancthon by reason of any injury or damage sustained by personnel, apparatus, or equipment of the fire department while engaged in the provision of fire protection services in the fire area.

16. The parties agree that this agreement may be amended at any time by mutual consent of the parties, after the party desiring the amendment(s) gives the other party a minimum of thirty (30) days written notice of the proposed amendment(s).
17. So often as there may be any dispute between the parties to this agreement, including, but not limited to the interpretation of this agreement, the same shall be submitted to arbitration under the provisions of the Municipal Arbitrations Act, and the decision rendered in respect of such proceedings shall be final and binding upon the parties to this agreement. If for any reason the said arbitration cannot be conducted pursuant to the provisions of the Municipal Arbitrations Act, the parties hereto shall agree to the selection of a single arbitrator, and in the absence of agreement, such arbitrator shall be appointed by a judge of the Supreme Court of Ontario pursuant to the provisions of the Arbitrations Act or any successor legislation.
18. In the event that any covenant, provision or term of this agreement should at any time be held by any competent tribunal to be void or unenforceable, then the agreement shall not fail but the covenant, provision or term shall be deemed to be severable from the remainder of this agreement which shall remain in full force and effect mutatis mutandis.
19. This agreement shall be in force from January 1, 2016 for a term of five years ending December 31, 2020 and replaces the previous fire agreement and thereafter it shall be automatically renewed from year to year unless in any year either party gives notice to the other party as set out in Section (16).
20. Notwithstanding Section (18), either party giving written notice to the other party not less than twelve (12) months prior to the desired termination date may terminate this agreement. In any case of termination prior to the twelve (12) month date, the fees specified in Section (13) will be applied on a pro rata basis using the same formula as applied previous to the termination date.
21. It is further agreed that these presents and everything herein shall respectively ensure to the benefit of and be binding upon the parties here to and their respective successors and assigns.

Passed by resolution of the Corporation of the Township of Southgate this _____ day of _____ 2016 and signed by the Mayor and Clerk as witnessed by the Corporate Seal.

Anna-Marie Fosbrooke, Mayor

Raylene Martell, Clerk

Passed by resolution of the Corporation of the Township of Melancthon this _____ day of _____ 2016 and signed by the Mayor and Clerk as witnessed by the Corporate Seal.

Darren White, Mayor

Denise Holmes, CAO/Clerk

SCHEDULE "A"

FIRE AREA SECTION OF MELANCTHON TOWNSHIP

Attached to and forming part of "Township of Southgate" and "Township of Melancthon" fire protection agreement dated _____, 2016.

The following map indicates the Fire Area of Melancthon for the purposes of the fire protection services agreement between the Township and Melancthon.

SCHEDULE "B"

SERVICE FEES SECTION:

Attached to and forming part of "Township of Southgate" and "Township of Melancthon" fire protection agreement dated _____, 2016

Fire protection services fees payable by the Township of Melancthon to the Township as follows:

1. It is agreed that Melancthon will pay the sum of \$23,860.00 per year to cover the base operating costs for Fire Protection Services in the Melancthon service area defined in Schedule A.
2. It is agreed that for major unforeseen incidents or other services provided as described under Section 1 of this agreement that could exceed our base annual amount will be adjusted accordingly upon provisions of appropriate documentation. "Notwithstanding Clause 16 of the agreement, in the event of an exceptional occurrences relating to fire services during the term of this Agreement that has a negative financial impact to the Southgate Fire Department, Melancthon will agree to meet with the Fire Board annually and review the facts. If at the end of the agreement, there was a shortfall as a result of exceptional occurrence(s), Melancthon would agree to cover the shortfall and/or work those costs into a new or amended Agreement"
3. It is agreed that the Melancthon will contribute a capital sum of \$7,000.00 dollars per year to Southgate for the five (5) year period of this agreement to be held in a Melancthon fire reserve. Southgate will maintain a Melancthon Fire reserve account to hold any unused capital contributions each year. This reserve will be to absorb the impact of large purchases and or unforeseen emergency capital requirements in future years. Melancthon will not be indebted to Southgate for more than the annual capital plus the balance of the Melancthon reserve account at that point in time. A report on the balance of the Melancthon Fire reserve will be included in the annual year end report as well as reporting on all items defined under the term, "Fire Protection Services" in Section 1 of the agreement submitted to Melancthon by the Southgate Fire Chief.
4. It is agreed that the base operating costs for Fire Protection Services will be indexed annually from year 2 to year 5. The Federal Consumers Price Index will be used to calculate the annual increase based on the October annual cost of living increase each year from Stats Canada. This will be added to the sum of the base operating Fire Protection Services each year of the last four (4) years of the agreement.



Executive Summary

Township of Melancthon: Planning through a Public Health Lens

Where Melancthon residents live, learn, work and play influences health. Evidence suggests that the built environment, which includes buildings, spaces and products created or modified by people, impacts the daily opportunities and challenges to make healthy lifestyle choices.

The connection between the built environment, land use planning and health is comprehensive, encompassing physical, environmental, behavioural, social and economic factors. Efficient street connectivity, safety design features, access and proximity to amenities, such as recreation facilities or schools, can enable a neighbourhood's walking and cycling behaviour. The impact of climate change on injury and illness can be mitigated through increased green space or supportive infrastructure to endure severe weather events. By placing schools, parks, homes and trails away from sources of traffic-related air pollution, communities may reduce exposures that contribute to the development of heart and respiratory diseases. Residents are more likely to choose nutritious food when affordable and healthy food options are convenient and accessible at a neighbourhood food retail outlet. Living in quality, affordable housing may be linked to an enhanced feeling of safety, leading to decreases in stress and more social connections.

In order to adequately address these linkages locally, Wellington-Dufferin-Guelph Public Health (WDGPH) aims to influence the construction and renovation of the built environment in ways that promote and encourage public health, resiliency and quality of life. Based on the results of a needs assessment with local planners, WDGPH hired a consultant to review all local official plans and additional planning documents using healthy public policy criteria. Reports were created that identified strengths, areas of opportunity and official plan considerations. Draft versions of the reports were discussed with local planners led to identification of potential areas of collaboration and provided an opportunity to strengthen relationships between planners and WDGPH.

Attached is the Township of Melancthon section of the County of Dufferin report. Suggested areas of policy considerations include walkability, connectivity and accessibility; safe neighbourhood design; and healthy food systems. **WDGPH requests that the Township of Melancthon considers these healthy community policy suggestions when the Official Plan is under review, or when it is deemed appropriate to amend the current Official Plan.**

For a copy of the County of Dufferin report, please contact Brianne Foulon at brianne.foulon@wdgpublichealth.ca.

Township of MELANCTHON

PLANNING REVIEW THROUGH A PUBLIC HEALTH LENS



Prepared By:



REVIEW OF THE TOWNSHIP OF MELANCTHON OFFICIAL PLAN AND RELATED POLICIES

Below we provide a summary of the strengths and areas of opportunity identified through a review of key planning documents for the Township of Melancthon. Documents have been summarized according to areas of public health interest, denoted by the 5 identified domains: **Neighbourhood Design, Transportation Networks, Natural Environments, Food System, and Healthy Housing**. Please refer to sections 1.5 & 1.6 in the Introduction of this report for more details regarding the impact these five planning policy domains have on public health. Suggestions are offered for Official Plan policy considerations, which are compared to some similar official plan policies in place in other municipalities. A list of other suggested strategies and actions to advance each of the five domains is also provided.

Documents reviewed include the Official Plan for the Township of Melancthon (2014), Dufferin County Active Transportation and Trails Master Plan (2010), and the Dufferin County 10 Year Housing and Homelessness Plan (2013).

1.1 Healthy Neighbourhood Design

The following Healthy Neighbourhood Design planning principles were adapted from *Healthy Built Environment Linkages: A Toolkit for Design, Planning and Health*¹ and used as the criteria for reviewing municipal planning documents:

1. Enhance neighbourhood walkability
2. Create mixed land use
3. Build complete and compact neighbourhoods
4. Enhance connectivity with efficient and safe networks
5. Prioritize new developments within or beside existing communities
6. Create infrastructure resilient to climate change (addition to original toolkit referenced above)

1.1.1 STRENGTHS

The Township's Official Plan has policies related to growth management, including population forecasts. The Township is largely rural, and growth is directed to settlement areas such as the Village of Horning's Mills, or the Hamlets of Corbetton or Riverview, and residential intensification through infill is encouraged and permitted in Community zones. Official Plan policies also promote home occupations. Examples of policies include:

- Growth Management –b) The Province has established year 2031 population and employment forecasts for the Township through the process of implementing the Dufferin County portion of the Growth Plan for the Greater Golden Horseshoe. That population forecast is for a total of 3,410 Township residents in 2031. The employment forecast is addressed in section 3.2. (3.1.1)
- Growth Accommodation and Intensification – a) Limited residential growth in the Township's communities shall occur primarily in Horning's Mills, the largest community with the most appropriate areas for some additional greenfield and infill residential development. Riverview and Corbetton shall accommodate small amounts of new residential development in accordance with the applicable land use designations and policies of this Plan. (3.1.2)

- Consents to Convey Land or an Interest in Land – vi) Infilling is the preferred form of residential lot creation. (7.2.a)

There are also number of policies relating to the Niagara Escarpment Planning and Development Act with regards to land use planning for the portions of the Township that are covered under those policies. Policies also show a strong connection to the Provincial Policy Statement and Growth Plan. Conserving and enhancing natural resources, community facilities, and recreation opportunities, such as major open spaces and parkland, as well as promoting healthy lifestyles, is a large focus of the Official Plan. The Township promotes working with Conservation Authorities and protecting the environment:

- Conservation Authorities - (a) Conservation authorities have many important responsibilities including permit issuing authority in regulated areas under the Conservation Authorities Act, commenting authority with regard to planning and development matters, and the provision of technical advice to municipalities in areas relating to natural hazards, stormwater management and natural heritage.
(b) The Township is located within the jurisdiction of three conservation authorities. It will continue to work with those agencies to pursue the many common objectives. (3.4.4)

1.1.2 AREAS OF OPPORTUNITY

The Official Plan notes that the Township will accommodate a limited amount of population and employment growth consistent with past growth plans. Due to the small size of the Township's communities, the use of individual on-site sewage and water systems, the low rate of growth, and the directions from the Province, the Township has not identified a specific annual residential intensification. Council will attempt to achieve a limited increase in residential density within the Township's communities through appropriate residential intensification over the planning period.

The Township could use this as an opportunity to encourage some intensification and mixed-used development in the 'Community' designated areas. There is also the opportunity to highlight complete community principles by encouraging the provision of a diverse mix of land uses, and convenient access to local services. While important principles for healthy communities, these may be difficult policies to adopt due to servicing constraints.

The Official Plan also does not appear to include policies directly related to increased neighbourhood connectivity, nor does it include policies providing for accessible community / public spaces. The Township could use this opportunity to link neighbourhood design with the cultural and heritage of the area in ways which foster social interaction and community/neighbourhood connection.

Furthermore, the Official Plan does not currently reference active transportation in general, or the Dufferin County Active Transportation and Trails Master Plan specifically. The Official Plan does not explicitly permit recreational trails in all land use designations, although there are several policies in place relating to trail networks more generally.

Section 3.1S of this report notes the importance of the Accessibility for Ontarians with Disabilities Act in contributing to healthy communities. The Township should continue to ensure the requirements of the Act are enforced at the site plan or building permit stage. Understanding barriers experienced by persons with disabilities within public spaces (indoor and outdoor) and working with the public and

private sectors to address these needs would continue to help improve the level of accessibility within the Township.

1.1.3 CONSIDERATIONS

The Township of Melancthon could consider adopting Official Plan amendments that reflect the following policy directions and best practices. It is acknowledged that some of these opportunities are limited due to the very rural and small scale nature of communities within the Township.

Suggested Official Plan Policy Considerations	Practical Guidance and Examples
<p>1. Link safe neighbourhood design with the culture and heritage, including natural heritage, of the area in ways that foster social interaction and increase neighbourhood connectivity (including walking, and cycling). It is recognized that the small scale of settlements within the Township make this approach quite challenging and not applicable to most of this very rural community. We have included an example from the City of Guelph Official Plan as a guideline for those areas where such principles could be applied. It is also recognized that the Township's policies on commercial and industrial development and on the use of site plan control provide opportunities to address relevant aspects of the policy example from the City of Guelph.</p>	<p>City of Guelph Official Plan</p> <ul style="list-style-type: none"> 8.6 Built Form: All Built Forms other than Low Rise Residential Forms <ol style="list-style-type: none"> 1. New buildings shall address the street. Buildings shall have front façades with entrances and windows that face the street and that reflect and, where appropriate, enhance the rhythm and frequency of the immediate vicinity. 2. The principal entrances of commercial and mixed-use buildings shall be oriented toward the street and provide direct user entrances from adjacent streets and walkways. Blank facades facing a street, open space or park shall not be permitted.
<p>2. Consider including, as an Objective in the Official Plan (Section 2.2), the implementation of policies aimed at creating a system of trails and walkways for enjoyment and use by residents and tourists</p>	<p>City of Peterborough Official Plan</p> <ul style="list-style-type: none"> 5.7 Pedestrian Network Policies: 1. A network of trails and sidewalks for pedestrians shall be provided as part of or separate from the streets to minimize conflict with motorized or non-motorized vehicles.
<p>3. Add new Growth Management policies (Section 3.1) to support greater connectivity between communities. For example:</p> <ol style="list-style-type: none"> Require new street networks to have high connectivity for walking and cycling. Ensure linkages between trails, sidewalks, bike lanes 	<p>Ottawa Official Plan</p> <ul style="list-style-type: none"> Volume 2A. Richmond Secondary Plan 3.0 Land Use: 3.2b. Through the appropriate design analysis, development addresses the provisions of the Village Design Guidelines and Demonstration Plans as contained in the Community Design Plan.
<p>4. To promote inclusiveness and support the development of age-friendly communities, the Township of Melancthon could consider introducing policies and guidelines /</p>	<p>Town of Collingwood Official Plan</p> <ul style="list-style-type: none"> 4.3.4.7.5 Special policy Areas - Mair Mills Estates 2. Neighbourhood/Subdivision Design

<p>standards that encourage the development of accessible neighbourhoods and community spaces, as per the Accessibility Standards for the Built Environment and Policy Guidelines for the Design of Public Spaces that accompany the <i>Accessibility for Ontarians with Disabilities Act</i>,¹ which is aimed at making Ontario accessible by 2025. This would align well with the “Outdoor Spaces and Public Buildings” dimension of the World Health Organization’s eight dimensions that describe an age-friendly community². The Township could specifically consider adopting Universal Design standards for public space.</p>	<ul style="list-style-type: none"> • 4.3.2d Ensure the proposed street network accommodates all intended users <p>Town of Collingwood Official Plan</p> <ul style="list-style-type: none"> • 3.14 Design Criteria for the Physically Challenged: Recognizing the unique concerns of the physically-challenged as they specifically pertain to building design, Council shall encourage the construction of new buildings, structures and facilities and the reconstruction of existing buildings, structures and facilities occurs in a manner that is consistent with the needs of the physically challenged. In pursuing this goal, the municipality shall: <ul style="list-style-type: none"> ○ Require building construction to occur in accordance with the regulations of the Building Code Act. ○ Encourage any relevant construction or reconstruction on public lands to occur in a manner consistent with the needs of the physically-challenged. ○ Include requirements for handicapped parking spaces in an appropriate municipal by-law.
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1.1.4 OTHER SUGGESTED STRATEGIES AND ACTIONS

- Encourage the development of policies that consider climate change in neighbourhood design (i.e. maximizing opportunities for sun and shade in public buildings)
- Establish working group/advisory committee to identify further opportunities to support health in municipal planning

1.2 Healthy Transportation Networks

The following Healthy Transportation Networks planning principles were adapted from *Healthy Built Environment Linkages: A Toolkit for Design, Planning and Health*ⁱⁱ and used as the criteria for reviewing municipal planning documents:

¹ More information and examples available at:

http://www.mcass.gov.on.ca/en/mcass/programs/accessibility/built_environment/

² The dimensions are described on pg. 7 of Finding the Right Fit: Age-Friendly Community Planning, which is available here: http://www.seniors.gov.on.ca/en/resources/AFCP_Eng.pdf

1. Enable mobility for all ages and abilities
2. Make active transportation convenient and safe
3. Prioritize safety
4. Encourage use of public transit
5. Enable attractive road, rail and waterway networks

1.2.1 STRENGTHS

Dufferin County conducted an Active Transportation and Trails Master Plan in 2010 which put forward many recommendations including developing an active transportation network across the area. The Plan also highlights many principles for active transportation infrastructure such as bike lanes, signage, and sidewalks.

There are also a number of policies relating to road networks in the Township of Melancthon's Official Plan.

1.2.2 AREAS OF OPPORTUNITY

The Official Plan does not currently appear to make mention of active transportation policies, which presents an opportunity for community partners and other stakeholders to assist in defining and implementing these policies. Given the work done as part of the County of Dufferin Active Transportation Plan, there are opportunities for the Township to build on the recommendations outlined, including supporting the development of an active transportation network. WDGP could be an important partner in implementing this Plan in particular with regard to community education and outreach.

Special consideration could be given to promoting trails that connect residential and employment areas, including between communities / neighbourhoods; and encouraging walking and cycling to promote active transportation. It is recognized that there are no schools or significant urban type employment areas in the Township and limited areas of concentrated residential development, with the Township's transportation network consisting of the traditional pattern of widely spaced concession roads and sideroads found in rural municipalities.

There is also an opportunity to add policies related to making active transportation convenient and safe, and encouraging active transportation through the design of infrastructure, trails and street networks as well as public awareness initiatives.

The County could also consider adopting Universal Design standards for public spaces and enhance the accessibility guidelines.

1.2.3 CONSIDERATIONS

The Township of Melancthon could consider adopting Official Plan amendments that reflect the policy directions and best practices noted below. It is acknowledged that the very rural character of the Township and its transportation networks, which are characterized by substantial travel distances outside the small communities, a concern about safety for walking and cycling on highways and County roads and the lack of municipal trails, limits the opportunities to consider such policies and practices.

Suggested Official Plan Policy Considerations	Practical Guidance and Examples
<p>1. Include walkability, connectivity and accessibility as part of the planning objectives in the Official Plan (Section 2.2).</p>	<p>Prince Edward County</p> <ul style="list-style-type: none"> 2.10.3 The integrity of the existing Provincial and County Road networks shall be maintained and upgraded, and integrated with cycling and walking routes as much as possible. 2.10.7 Within built-up areas, emphasis will be placed on designing facilities that encourage walking and the use of public transportation. Walking trails that connect shoreline areas, valleys, existing parks or other important physical or man-made features will be developed wherever possible.
<p>2. Develop a new section of the Official Plan that encourages and describes an active transportation network, using the DCATT Master Plan as a guide.</p> <ul style="list-style-type: none"> Include a suite of policies that encourages safety and accessibility of the Township's active transportation network: <ul style="list-style-type: none"> Energy-efficient lighting included wherever possible for new street design or during street upgrades. Signed walking & pedestrian routes Sidewalks maintained all year round Universal design Include suite of policies that ensures cycling is convenient and safe: <ul style="list-style-type: none"> Road signed routes for cyclists Bicycle parking at major destinations Bike lanes on all main arterial roads or on all Township roads Include a section or sub-section that provides direction for the development of the Township's trail network, including: <ul style="list-style-type: none"> Trail signage Clear connections to streets Trail maintenance 	<p>Town of Caledon Official Plan</p> <ul style="list-style-type: none"> 5.9.5.9 Active Transportation: The Town will encourage the development of a system of bicycle and pedestrian facilities to link major public open spaces, activity centres and the transportation network in a manner that enhances the quality of life for residents, businesses and visitors. 7.12.16.7.1: Consistent with the objectives of Section 5.9.2 f) of the Town's Official Plan, a pedestrian and bicycle system shall be integrated within the road network and provide appropriate linkages between the Village Centre Area, residential neighbourhoods, the open space system, potential transit stops and places of employment, as well as to areas outside of the Plan Area. 7.12.16.7.2: Pedestrian walkways and bicycle routes shall be required throughout the Plan Area, in accordance with the approved Community Design Plan, and shall utilize public streets and dedicated pathways established throughout the Plan Area. 7.3.6 Vehicular and Pedestrian Accessibility <ul style="list-style-type: none"> Pedestrian movement shall be enhanced through the provision of sidewalks appurtenant to all development. Provision of sidewalks and

	<p>streetlighting on existing Right-of-Ways throughout the Core shall be a priority to the Town.</p> <ul style="list-style-type: none"> 7.3.6.2 Transit: d) Sidewalks should be integrated along all streets with bus stops; and, e) Safe crosswalks should be provided near bus stops. <p>City of Guelph Official Plan</p> <ul style="list-style-type: none"> 8.18 Safety: <ol style="list-style-type: none"> Sidewalks and community trails should be visible, accessible and aligned along well-used public spaces. New development should be designed in a manner that: <ul style="list-style-type: none"> provides opportunity for informal surveillance of outdoor spaces (“eyes on the street”), including public parks, streets and parking areas; clearly marks the transition or boundary between public and private spaces; includes materials that allow for the built environment to be effectively and efficiently maintained; provides adequate lighting in accordance with Sections 8.14, 8.15 and 8.16 of this Plan; and provides for multiple walking routes, where appropriate.
<p>3. The Township of Melancthon should consider developing policies to support appropriate infrastructure to promote safe walking and cycling. By incorporating principles associated with accessibility (inclusive, universal design) and age-friendly community planning, the Township could ensure that local infrastructure supporting active transportation, recreation and tourism is not only accessible, but deliberately designed to promote safety. Such infrastructure could include: bike parking, bicycle activated street lights, enhanced street crossings, and rest areas.</p>	<p>City of Peterborough Official Plan</p> <ul style="list-style-type: none"> 5.7.2: Sidewalks shall be required in all new residential subdivisions as follows: <ul style="list-style-type: none"> On both sides of Arterial and Collector streets; On both sides of all Local streets, including cul-de-sacs with 30 or more residential units, and any cul-de-sac having a through pedestrian connection. <p>Town of Blue Mountains Official Plan</p> <ul style="list-style-type: none"> 6.2 Public Walkway Policies: (1) During

	<p>the planning period, it is intended that the municipality will establish a system of public pathways designed to provide a practical recreational facility for walking, skiing and biking trails, and to facilitate pedestrian access between major recreational activities associated with the Niagara Escarpment and Nottawasaga Bay, and the major residential and commercial centres in the planning area.</p>
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1.2.4 OTHER SUGGESTED STRATEGIES AND ACTIONS

- The Township of Melancthon could consider working with community partners to identify accessibility issues across the Township and explore potential solutions (see also Neighbourhood Design).
- Advocate for trails and active transportation during the municipal budgeting process to ensure the implementation of DCATT Master Plan.

1.3 Healthy Natural Environments

The following Healthy Natural Environments planning principles were adapted from *Healthy Built Environment Linkages: A Toolkit for Design, Planning and Health*ⁱⁱⁱ and used as the criteria for reviewing municipal planning documents:

1. Preserve and connect open space and environmentally sensitive areas
2. Maximize opportunities to access and engage with the natural environment
3. Reduce urban air pollution
4. Mitigate urban heat island effect
5. Expand natural elements across the landscape

1.3.1 STRENGTHS

There are a number of policies in the Township's Official Plan that aim to maintain natural areas, and protect parklands and water resources. Official Plan policies include the protection and preservation of all natural features, and minimizing the impact of development on the environment. Policies strive to conserve, protect and enhance natural heritage features:

- Our Commitment to the Future - Take reasonable actions to maintain clean water, clean air and healthy plant, fish and wildlife; Protect and where reasonable enhance features and functions within natural heritage areas such as wetlands, environmentally sensitive areas, streams and valley lands, woodlands, areas of natural and scientific interest, discharge and recharge areas and other open space areas; Protect Township resources such as farmland, minerals, mineral aggregates and forests, and provide for wise management practices. (2.1.1.a)
- Objectives Related to the Natural Environment– a) To protect significant natural heritage features and areas together with the associated functions.

(b) To maintain and, where possible, increase the area's diversity of natural features.

(d) To ensure that the development review and evaluation process identifies, considers and addresses the potential effects on the natural environment. (2.2.2)

There are sections of the Official Plan dedicated to recognizing the importance of provincially significant features and land forms located within the Niagara Escarpment, the Oak Ridges Moraine, and the Greenbelt Plan Area. Preserving viable agricultural lands in the long-term are a focus as well, as is maintaining the rural landscape and amenities of the Township:

- Agricultural Resource Objectives - a) To protect prime agricultural areas for long term use for agriculture.
e) To limit residential lot creation in prime agricultural areas to lots for a residence surplus to a farming operation. (2.2.4)
- Rural - (a) The general planning objectives of the Rural designation are to protect the Township's rural landscape and amenities, to protect and preserve agricultural uses where warranted on lands outside prime agricultural areas, and to provide for and encourage other land uses appropriate to a rural setting including those providing economic development in accordance with the Plan's applicable policies and general planning objectives. Agricultural lands in the Rural designation are determined to be secondary agricultural areas. These are areas having agricultural capability but generally not containing predominantly prime agricultural soils. The policies of the Rural designation permit agriculture while also allowing a range of other rural uses. (5.3)

Official Plan policies also offer protection of natural water resources and promotion of water stewardship and conservation education as follows:

- Water Resource Objectives— a) To protect, improve or restore the quality and quantity of ground water and surface water and the function of sensitive ground water recharge/discharge areas, aquifers and headwaters.
l) To protect surface and groundwater quality through the use of regulatory and voluntary means of prohibiting, restricting or influencing land uses and, where possible under applicable legislation, activities within wellhead protection areas and in areas overlying vulnerable aquifers (2.2.3)
- Water Resources - (a) The Township, its residents and its businesses rely on its groundwater resources as their principal source of drinking water. There are no readily available alternatives. These resources include many vulnerable aquifers. Large areas of the province rely on the rivers and groundwater systems that originate in or near the Township for their water supplies and resources. Important features and functions of the natural environment are also sustained by these water resources.
(b) Protecting and sustaining such irreplaceable water resources for present and future generations is a fundamental objective and responsibility underlying the policies of this Plan. The water resource implications will be a primary consideration in most planning and development related decisions in this Township. (4.1)

1.3.2 AREAS OF OPPORTUNITY

As noted, pursuing the promotion and implementation of the County's Active Transportation Plan Study will help preserve and connect open spaces and natural features. There is an opportunity to increase awareness of the trail system, promote active and passive parks, and incorporate other relevant policies

relating to trails from the Dufferin County Active Transportation and Trails Master Plan. In terms of preservation of environmentally sensitive areas, it is acknowledged that great care must be taken to ensure access to the Township's significant wetlands or wildlife habitats does not threaten the condition of such areas. For areas of this nature, it is suggested that policies should be aimed at maintaining an environment that contributes to good health.

In addition, there may be an opportunity to strengthen policies related to conservation, particularly for public facilities (link with Neighbourhood Design policies). There may also be opportunities to address greater community awareness of water and air quality.

While healthy community principles promote reducing the reliance on private septic and well systems for development, such systems are unlikely to be viable in the Township of Melancthon due to the small size of the Township's communities and the low growth rate. The Township's Official Plan states municipal water and sewage services are not viable with the relatively low levels of population and growth in the Township. It is, therefore, a policy of the Plan that future development and construction on existing and new lots shall continue to be permitted on the basis of individual on-site water and sewage services, provided lot sizes and site conditions are suitable for the long term provision of such services (Section 6.3.1). If the Township grows larger in the future, looking into methods for providing full municipal services could be examined as part of Official Plan reviews.

1.3.3 CONSIDERATIONS

The Township of Melancthon could consider adopting Official Plan amendments that reflect the following policy directions and best practices:

Suggested Official Plan Policy Considerations	Practical Guidance and Examples
1. Consider permitting recreational trails in appropriate land-use designations, with the exception of environmentally sensitive areas such as wetlands or wildlife habitats where the activity taking place as a result of such trails may have a negative impact on the natural environment.	Town of Collingwood Official Plan <ul style="list-style-type: none"> 3.2.3 It is the intent of this Official Plan that utility, communication and publicly-owned transportation, park and playground facilities, including pedestrian trails, and other uses deemed to serve a similar public function be permitted in all land use designations.
2. Look into developing green building criteria.	Town of Ajax Official Plan <ul style="list-style-type: none"> 2.5.3 Green Building and Environmental Design: <ul style="list-style-type: none"> f. Support methods of energy self-sufficiency and energy sources that protect the environment; g. Support and promote green industries and green building technologies and construction practices including: <ul style="list-style-type: none"> o renewable energy systems o water efficient landscaping, using native or non-native non-invasive plants, and mulch to retain soil moisture, consideration should

	<p>also be given to using drought tolerant varieties to minimize consumption of municipally-treated water;</p> <ul style="list-style-type: none"> ○ green roofs; etc.
<p>3. Consider supporting the development of a Parks and Open Space/Natural Heritage plan to assist with the identification and refinement of natural heritage features, functions and linkages within the Township.</p>	<p>Town of Blue Mountains Official Plan</p> <ul style="list-style-type: none"> • 6.4.3 Parks and Recreation Master Plan (1) Council shall prepare a Parks and Recreation Master Plan to implement the parkland and open space policies and provisions of this Plan. Other special studies, special purpose committees, and other programs may also be considered to address the parks and recreation needs of the municipality, including heritage resources and any trails strategy identified under Section 6.2(7). Priority shall be given to the establishment of an overall system of public parks connected by trails with linkages to the Niagara Escarpment, Nipissing Ridge and Nottawasaga Bay, as well as the Georgian Trail and the Bruce Trail. <p>Simcoe Muskoka (ON) - Healthy Community Design Official Plan Policy Statements</p> <ul style="list-style-type: none"> • 2.2 The municipality shall develop (or revise) a Parks and Recreation Master Plan to ensure safe and accessible parks and recreation facilities, including natural areas and trails, are available to all residents regardless of age, physical ability and financial means.
<p>4. Seek input and/or partner with the Niagara Escarpment Commission and the Conservation Authorities that intersect with the Township in the development of a Natural Heritage Plan</p>	<p>Town of Richmond Hill</p> <ul style="list-style-type: none"> • 3.2.1 Greenway System: 4. The technical papers associated with the Oak Ridges Moraine Conservation Plan and the Greenbelt Plan shall be consulted to provide clarification in implementing the policies related to key natural heritage features and key hydrological features within the areas subject to the Provincial Plans. In the event of a conflict in the interpretation of the Provincial technical papers and the policies of this Plan, the policy which is more protective of the feature or function shall apply.

1.3.4 OTHER SUGGESTED STRATEGIES AND ACTIONS

- Support the implementation of the County of Dufferin Active Transportation and Trails Master Plan (see also Transportation Networks).
- Consider posting signage and otherwise promoting the local trail system in order to increase public awareness and, therefore, improve and maximize use (see Transportation Networks).

1.4 Healthy Food Systems

The following Healthy Food Systems planning principles were adapted from *Healthy Built Environment Linkages: A Toolkit for Design, Planning and Health*^v and used as the criteria for reviewing municipal planning documents:

1. Enhance agricultural capacity
2. Increase access to healthy foods in all neighbourhoods
3. Improve community-scale food infrastructure

1.4.1 STRENGTHS

Given that the Township is largely rural, policies are not aimed at targeting more urban/semi-urban farming (i.e. roof top gardens, community gardens), but rather the Township puts a strong emphasis on protecting existing agricultural lands and there is also a policy supporting local food. Policies include:

- Economic Development Objectives – d) To support local food, and promote the sustainability of agri-food and agri-product businesses by protecting agricultural resources, and minimizing land use conflicts. (2.2.7)

1.4.2 AREAS OF OPPORTUNITY

While the Township does not appear to have specific policies to promote urban farming, these may not be applicable to the Township, and the Township's Official Plan policies do encourage preserving agricultural lands. There is an opportunity to add policies that specifically support access to healthy food and improving community-scale food infrastructure and services within future Official Plan reviews however.

For example, there may be some opportunities for promoting agriculture within the Township through encouraging 'buy-local' initiatives, and healthy food education within schools and community centres. Identifying opportunities for greater accessibility of existing grocery stores and markets would also help promote access to healthy foods in particular for people with disabilities and seniors.

Partnering with Dufferin Farm Fresh to promote local food and farmers may also be a good opportunity for pursuing initiatives such as 'buying local' for both residents and local business (i.e. restaurants, food retailers, schools).

1.4.3 CONSIDERATIONS

The Township of Melancthon could consider adopting Official Plan amendments that reflect the following policy directions and best practices:

Suggested Official Plan Policy Considerations	Practical Guidance and Examples
1. Add additional policies that promote accessory farm businesses such as pick-your-own farms, produce stands and roadside markets – either as new section or a sub-section under Agriculture (Section 5.2). Include criteria such as parking requirements to ensure these accessory uses function well.	Town of Ajax Official Plan <ul style="list-style-type: none"> 2.1.7 Urban Agriculture: h) Support the establishment of seasonal or year-round marketplaces in key locations where locally grown and preserved foods can be sold, and function as places of social interaction
2. Consider adding a healthy food system as an objective in the Official Plan (Section 2.2)	City of Guelph Official Plan <ul style="list-style-type: none"> 2.2 Strategic Goals of the Plan: 1. Planning a Complete and Healthy Community: g) Foster sustainable local food systems.

1.4.4 OTHER SUGGESTED STRATEGIES AND ACTIONS

- Promote 'buy local' initiatives and healthy food education within private (local businesses and restaurants) and public sectors (schools and community centres).
- Partner with Dufferin Farm Fresh to promote local farmers and local food production.

1.5 Healthy Housing

The following Healthy Housing planning principles were adapted from *Healthy Built Environment Linkages: A Toolkit for Design, Planning and Health*⁹ and used as the criteria for reviewing municipal planning documents:

- Increase access to affordable housing through provision of diverse housing forms and tenure types
- Ensure adequate housing quality for all segments of society
- Prioritize housing for the homeless, elderly, low income groups and people with disabilities
- Site and zone housing developments to minimize exposure to environmental hazards

1.5.1 STRENGTHS

The Township's Official Plan puts forth policies to support a wide range of housing types, including secondary suites; prevent the demolition of housing; and provide buffers between sensitive land uses and residential developments. It also contains dwelling need forecasts:

- Growth Management –c) At an average of 2.5 persons per dwelling unit there would be a need for approximately 1,364 dwelling units by 2031. This would be about 264 new units over the 1,100 units recorded in the 2011 census, an average of approximately 13 units annually.
*Forecasts only
i) The majority of the Township's housing is affordable and it is anticipated this will continue to be a characteristic of the municipality's housing stock.

j) It is also anticipated that a limited expansion in the range of housing types may be achieved through the narrow range of residential intensification forms appropriate to a rural municipality without municipal water and sanitary sewer systems. (3.1.1)

- Growth Accommodation and Intensification – d) iii) Forms of residential intensification appropriate to the Township may include the creation of slightly smaller lots, the creation of second dwelling units within single detached dwellings, dwellings containing two or three units such as semi-detached dwellings and duplexes, infilling, redevelopment and the conversion or expansion of existing buildings. (3.1.2)
- Community – b) residential intensification is permitted in the Community designation. In addition to detached dwellings, residential intensification uses may include semidetached dwellings, duplex dwellings, triplexes, and second dwelling units in detached and semi-detached dwellings where there is compliance with the provisions of section 3.12 (5.7.1)

Additional policies within the County’s 10 Year Housing and Homelessness plan aimed at meeting the housing needs of vulnerable populations include:

- Offer safe and secure housing for victims of abuse (3.2)
- Collaborate on housing and support services to help those most at risk (2.6)
- Provision of the Homelessness Prevention Program (HPP) to help people maintain or obtain housing (3.3)

1.5.2 AREAS OF OPPORTUNITY

The Township’s Official Plan states that in view of the Township’s rural landscape and character, its lack of municipal water and sewage systems, and the objective to retain the area’s character and landscape to the extent possible, it is not a primary objective of the Official Plan to fully implement all of the Province’s housing density, intensification, diversity and affordability related policies. However, it could incorporate support in principle for affordable housing options. It could also consider adding Official Plan policies in support of the County’s 10 Year Housing and Homelessness Plan.

1.5.3 CONSIDERATIONS

The Township could consider adopting the following policy amendments or directions and best practices:

Suggested Official Plan Policy Considerations	Practical Guidance and Examples
1. Add a general policy statement or sub-section in the Official Plan that declares the Township’s commitment to supporting affordable housing options.	<p>Town of Caledon Official Plan</p> <ul style="list-style-type: none"> • 2.5 Recreation and Tourism: To provide a broad range of housing accommodation types, including affordable housing, in a variety of settings while directing major residential and recreational accommodation to locate in areas where a higher order of municipal services are available. <p>City of Peterborough Official Plan</p> <ul style="list-style-type: none"> • 4.2.3.11: Efforts will be made to achieve

	<p>the targets for the provision of affordable housing identified in the Housing Strategy, in particular, types of housing that are necessary to meet the City and County's needs for affordable housing for low and moderate income households, seniors, families and singles, and those requiring support services.</p>
<p>2. Develop policies that support the County's 10 Year Housing and Homelessness Plan</p>	<p>Town of Collingwood Official Plan</p> <ul style="list-style-type: none"> Garden Suites: The Council of the Corporation of the Town of Caledon recognizes the garden suite as a housing form which will assist in meeting the needs of current and future residents of the Town. Only one garden suite or apartment-in-house will be permitted per lot. <p>Town of Blue Mountains Official Plan</p> <ul style="list-style-type: none"> 3.6.1: Apartments in Houses Apartments in houses, or second dwelling units, may be permitted as an ancillary residential use within the principal residential dwelling house, subject to amendment to the implementing Zoning By-law. Such housing accommodation is intended to provide more affordable housing, and shall be encouraged in locations which are considered compatible with the surrounding neighbourhood. <p>City of Peterborough Official Plan</p> <ul style="list-style-type: none"> 2.4.3.4: The City will strive to provide a minimum of 10 percent of new housing as affordable housing units to accommodate both family and non-family housing suitable to a full range of age groups, within all areas of the City.

1.5.4 OTHER SUGGESTED STRATEGIES AND ACTIONS

- Work with the County to support the implementation of the strategies and recommendations outlined within the County's 10 Year Housing and Homelessness Plan that support an adequate supply of housing for vulnerable populations (i.e. seniors, persons with disabilities and low income individuals and families).

ⁱ Ibid

ⁱⁱ Ibid

ⁱⁱⁱ Ibid

^{iv} Ibid

^v Ibid